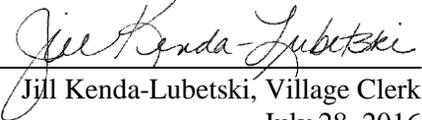


VILLAGE BOARD MEETING
Monday, August 1, 2016
Earl McGovern Board Room, 6:30 P.M.



PLEASE TAKE NOTICE that a meeting of the Village Board will be held at the Village Hall of the Village of Brown Deer, 4800 West Green Brook Drive, Brown Deer, Wisconsin at the above noted time and date, at which the following items of business will be discussed and possibly acted upon:

- I. Roll Call
- II. Pledge of Allegiance
- III. Persons Desiring to be Heard
- IV. Recess into Closed Session pursuant to §19.85(1) (g) Wisconsin Statutes for the following reasons:
 - (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
 - a) Gregg Gunta on Claim of Notice to the Village of Brown Deer
- V. Reconvene into Open Session for Possible Action on Closed Session Deliberations
- VI. Consent Agenda**
 - A. Consideration of Minutes: July 18, 2016 – Regular Meeting
- VII. New Business**
 - A) Liquor License Application Submitted by AppeTHAI
 - B) Ordinance No. 16-, “Creating Article 8, Division 1, Section 2-455 Pertaining to a Tourism Commission”
 - C) 2016 Review of the 2017-2021 Capital Improvement Plan (CIP) Presentation
 - D) Discussion on the Interchange at Brown Deer Road and Green Bay Road.
 - E) Department Presentation (Brown Deer Library – Strategic Plan)
- VIII. Village President’s Report
- IX. Village Committee Chairperson Report
- X. Village Manager’s Report
- XI. Recess into Closed Session pursuant to §19.85(1) (e) Wisconsin Statutes for the following reasons:
 - (e) Deliberating or negotiating the purchasing or public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
 - a) TIF #3 Funds
- XII. Reconvene into Open Session for Possible Action on Closed Session Deliberations
- XIII. Adjournment



Jill Kenda-Lubetski, Village Clerk
July 28, 2016

PERSONS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE VILLAGE CLERK AT LEAST ONE BUSINESS DAY PRIOR TO THE MEETING.

**BROWN DEER VILLAGE BOARD
JULY 18 2016 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by Trustee Schilz at 6:30 P.M.

I. Roll Call

Present: Trustees: Awe, Baker, Boschert, Oates, Schilz, Springman

Absent: Village President Krueger

Also Present: Michael Hall, Village Manager; Erin Hirn, Assistant Village Manager/Deputy Clerk; Michael Kass, Chief of Police; Susan Hudson, Treasurer/Comptroller; Colette Reinke, Village Attorney; Matthew Maederer, Director of Public Works; Nate Piotrowski, Director of Community Services; Chad Hoier, Director of Parks & Recreation

II. Pledge of Allegiance

III. Persons Desiring to be Heard

Mrs. Barb Fleming thanked the Police Chief and his officers for the hard work and service they provide to the community.

IV. Consent Agenda

- A) Consideration of Minutes: June 20, 2016 – Joint Meeting with the CDA
- B) May 2016 Financial Vouchers
- C) June 2016 Vouchers

It was moved by Trustee Oates and seconded by Trustee Boschert to approve Consent Agenda Items A, B, and C. The motion carried 6-0.

V. New Business

A) Presentation of an Award from State of Wisconsin for Winning the All-America City Award

State Representative Dan Knodl presented an award to the Village to recognize the All-America City Award as well as the hard work, dedication, and collaboration the community has shown time and again. Rich Meeusen, CEO of Bader Meter was present and recognized with a gift for donating \$15,000 to allow the group to attend Denver, Colorado to compete. Also, Dr. Deb Kerr, Superintendent of Brown Deer School District; members from the school board; as well as students and teachers who attending the Colorado trip were also in attendance. There were many statements from students, Dr. Kerr, and Mr. Piotrowski about the trip and experience. Ms. Marge Jaberg was recognized for holding the silent auction at the Appreciation Dinner of which all proceeds were donated to the activity. Also recognized was Mr. Steve Novak who donated \$5,000 and then the NBA Foundation donated another \$5,000 match.

B) Resolution No. 16-, Declaring 2016 “All-America City Award” year for the Village of Brown Deer

Trustee Schilz read through the Resolution and passed the Resolution declaring 2016 as All-America City year for the Village of Brown Deer.

It was moved by Trustee Baker and seconded by Trustee Awe to approve the Resolution No. 16-, Declaring 2016 “All-America City Award” year for the Village of Brown Deer. The motion carried 6-0.

C) Approve an Amendment to the Brown Deer Business Park Development Agreement to Allow Recreational Uses

Mr. Piotrowski noted that this approval is only for a zoning change to allow recreational use in Brown Deer Business Park. Trustee Schilz requested a brief company background. Mr. Jim Tork, co-owner of the Rock & Jump, was present to describe the layout, times, safety, and vision to get kids active. Rock & Jump has one other location in Madison, Wisconsin.

It was moved by Trustee Boschert and seconded by Trustee Oates to approve an Amendment to the Brown Deer Business Park Development Agreement to Allow Recreational Uses. The motion carried 6-0.

D) Resolution No. 16-, “In the Matter of a Relocation Order for a Site for a New Public Works Facility” at Parcel #0280030

Attorney Fuchs requested that the board authorize the resolution.

It was moved by Trustee Oates and seconded by Trustee Springman to approve Resolution No. 16-, “In the Matter of a Relocation Order for a Site for a New Public Works Facility” at Parcel #0280030. The motion carried 6-0.

E) Presentation from the Brown Deer Foundation

Mr. Tom Lieven and Marge Jaberg were present to give an annual report of the Brown Deer Foundation.

F) Department Presentation (Park & Recreation)

Mr. Chad Hoier presented his departments annual presentation.

VI. Village President’s Report

- Ross Dress for Less was well attended
- Community vibes on Wednesday

VII. Village Committee Chairperson Report

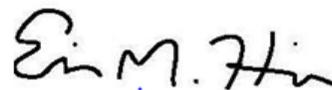
None

VIII. Village Manager’s Report

- August 1st there will be a closed session before the board meeting begins
- Lighthouse Opening Ceremony on July 28, 2016 from 4-7
- Badger Meter Grand Opening event August 4, 2016 4:30-6:30

IX. Adjournment

It was moved by Trustee Springman and seconded by Trustee Boschert to adjourn at 8:10 p.m. The motion carried 6-0.



Erin M. Hirn, Assistant Manager/Deputy Clerk



REQUEST FOR CONSIDERATION

COMMITTEE:	Village Board
ITEM DESCRIPTION:	Combination “Class B” Liquor and Class “B” Fermented Malt Beverage License Application for 3900 West Brown Deer Road, Suite 110 (AppeThai, Inc.)
PREPARED BY:	Jill Kenda-Lubetski, Village Clerk
REPORT DATE:	July 20, 2016
RECOMMENDATION:	To approve the application for a “Class B” Intoxicating Liquor and Class “B” Fermented Malt Beverage (Beer) License to AppeThai, Inc., d/b/a AppeThai, to continue operating a Thai food restaurant located at 3900 West Brown Deer Road, Suite 110.
EXPLANATION:	<p>As you know, the Village received and approved an application from Janechai Tongkumbunjong (Bang), President of AppeThai, Inc., to open a Thai food restaurant at the former Habanero’s location in January of this year. At that time, Mr. Tongkumbunjong requested a license to sell beer (\$100) and wine (\$100) ONLY. At the time of application, Bang said he may at some point in time apply for a liquor license to sell and serve intoxicating liquor.</p> <p>With the closing of Celebrations on December 31, 2015, Barry and Kathleen Mimis, the liquor license holders for Celebrations, did not renew the Combination “Class B” liquor and Class “B” Fermented Malt Beverage License. This is an “original” Class B Combination license (\$600). The Village contacted Mr. Tongkumbunjong to see if he had an interest in obtaining this original license.</p> <p>Janechai Tongkumbunjong submitted an application to obtain a Class B Combination Liquor License. He will continue to be the appointed agent for the license issued to AppeThai, Inc. d/b/a AppeThai. An additional \$420.00 in fees was paid by the applicant to obtain this liquor license (\$400 for the license and \$20 for the publication). A notice of this pending liquor license was published in North Shore Now on July 21, 2016.</p> <p>Pursuant to State Statutes and the Village Code, all changes that pertain to intoxicating liquor licenses must be presented for consideration and approved by the Village Board.</p>

MEMORANDUM

TO: Village President, Village Board

FROM: John F. Fuchs

RE: Tourism Commission

DATE: July 27, 2016

We are by state law required to have a Tourism Commission. The Tourism Commission, with respect to expenditures on tourism, is required to contract with a tourism entity. We are not eligible under the current terms of Chapter 66 to create our own tourism entity. So the Commission will have to contract with one. A likely obvious candidate would be the Glendale tourism entity. Room tax revenues, and the extent to which they must be turned over to be spent by the tourism entity, are controlled by the date the Village established the hotel tax. Brown Deer enjoys the greatest level of grandfathering. Thus it may in its discretion retain all hotel tax revenues, provided the revenues are expended on the type of development within the Village which in turn will likely draw visitation or tourist type activities to the Village. An ordinance is provided for your consideration.

ORDINANCE NO. _____

An ordinance creating Article 8, Division 1, Section 2-455 et seq. pertaining to a Tourism Commission

The Village President and the Board of the Village of Brown Deer, Milwaukee County, Wisconsin, do herewith ordain as follows, to-wit:

SECTION I

DIVISION 1. TOURISM COMMISSION

Section 2-455. Creation and Composition.

There is hereby created the Brown Deer Tourism Commission. The Commission shall consist of six members, including the Village President, Village Manager, Village Treasurer, and at least one representative of the hotel or motel industry in the State of Wisconsin. Appointments shall be by the Village President and confirmed by the Village Board. Members shall serve one year terms at the pleasure of the Village President, and can be reappointed.

Section 2-456. Officers.

The Tourism Commission shall select from its membership, on a yearly basis, a chairman, a vice chairman, and a secretary. Officers shall serve in such a role for the duration of their term on the Tourism Commission.

Section 2-457. Procedure.

The Commission shall meet regularly at the call of the Chair.

Section 2-458. Quorum.

A quorum of the Commission shall consist of four or more members, but a lesser number may meet and adjourn the meeting to a specified date.

Section 2-459. Jurisdiction and Functions.

The Commission shall implement the requirements of Section 66.0615 of the Wisconsin Statutes as may be amended from time to time. It shall report any delinquencies in hotel or motel room tax to the Village Manager. It shall contract with a tourism entity as required by statute, and shall pay over such hotel/motel room tax revenues as minimally required by state law. All expenditures shall be for tourism promotion, tourism development, or for tangible municipal development which will be used by tourists and reasonably likely to generate paid overnight stays in local lodging establishments. It shall contract with such tourism entity as it shall from time to time select, and under such terms and conditions within its discretion, by majority vote of the Commission.

SECTION II

All ordinances or parts of ordinances contravening the terms and provisions of this ordinance are hereby to that extent repealed.

SECTION III

This Ordinance shall take effect upon passage and publication as provided by law, and the Village Clerk shall so amend the Brown Deer Code, and shall indicate the date and number of this amending ordinance therein.

PASSED AND ADOPTED by the Village Board of the Village of Brown Deer, this _____ day of _____, A.D. 2016.

Countersigned:

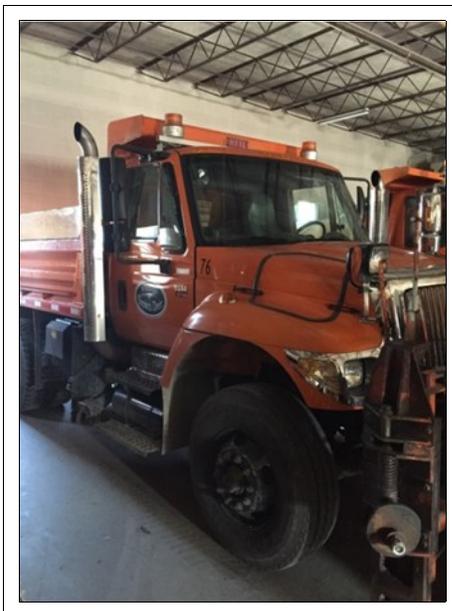
Carl Krueger, Village President

Jill Kenda-Lubetski, Village Clerk

VILLAGE OF BROWN DEER

Capital Improvement Plan

2017—2021



Village of Brown Deer Five Year Capital Plan

2017 - 2021

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A Resolution Approving a
2017 – 2021 Five Year Capital Plan
For the Village of Brown Deer

Resolution No. 16-

WHEREAS, the Village Manager has prepared a Five Year Capital Plan for the period from 2017 to 2021 in accordance with the requirements of Charter Ordinance No. 3 of the Brown Deer Village Code; and,

WHEREAS, the Village Board has reviewed the proposed revenues from all sources and the proposed expenditures for all purposes and has directed that the proposed budget be adjusted accordingly.

NOW, THEREFORE, BE IT RESOLVED by the Village of Brown Deer Board of Trustees approve the 2017–2021 Five Year Capital Plan and direct the Village Manager to include the 2017 non-debt finance projects in the proposed Annual Budget.

BE IT FURTHER RESOLVED that the Village Manager be directed to take the necessary steps to prepare a future resolution for consideration by the Village Board for the initial resolution to authorize the issuance of debt for the projects identified in 2017 to be financed by a long-term debt instrument.

BE IT FURTHER RESOLVED that the Village Board acknowledges that projects identified outside of the 2017 Annual Budget or a potential debt issuance are projects that could be accomplished or financed in future years and that those future projects will be reviewed and possibly be approved by a future Village Board.

PASSED AND ADOPTED by the Village Board of the Village of Brown Deer this 15th day of August, 2016.

Carl Krueger, Village President

Jill Kenda-Lubetsk, Village Clerk

**Village of Brown Deer
2017
Capital Improvement Plan**

For the Years 2017 - 2021

<u>Date</u>	<u>Step</u>
July 8	Deadline for Departments to submit Capital Plan Information
July 13 - 15	Village Manager & Treasurer/Comptroller to meet with Department Heads to review the CIP requests
July 25	Distribution of Capital Plan to Village Board
August 1	CIP Workshop
August 15	Adopt 2017-2021 Capital Improvement Plan

Village of Brown Deer Five Year Capital Plan

2017 - 2021

Capital Planning Process

The Village began the capital planning process by summarizing all existing capital assets including equipment, buildings, and infrastructure assets purchased with an individual value more than \$5,000. Department heads then completed a capital needs assessment. One part of that assessment was to review their existing asset inventory and ensure that assets needing replacement during the next five years were requested. Departments were also provided with a listing of capital assets, which had been requested in past years for their review and updates.

Once all capital purchase requests were received, they were split into five groups.

- Non-Debt Financed Purchase Requests
- Debt Financed Purchase Requests
- Stormwater Utility Purchase Requests
- Sanitary Sewer Utility Purchase Requests
- Water Utility Purchase Requests

Non-Debt Financed Purchase Requests

Non-debt financed purchase requests can be thought of as falling into one of three categories annually recurring, smaller dollar purchases or shorter lived assets. The Village desires to finance those purchases, which recur annually through annual revenues rather than borrowed funds. This method allows for tax rate stabilization and lower debt service payments due to fewer borrowings. The Village also desires not to borrow for lower cost assets as the cost of financing can become too high in comparison to the asset's overall value. In some cases, it is the combination of dollar amount and asset life that result in the asset being shown within this category.

Debt Financed Purchase Requests

Debt financed purchase requests are higher cost, more infrequent purchase requests. Due to the infrequency of purchase, paying for these assets with annual operating funds would lead to a tax rate which fluctuated significantly from one year to the next. In order to maintain tax levy stability, the Village plans to finance these purchases with long term debt.

Stormwater, Sanitary Sewer and Water Utility Purchase Requests

These requests are primarily for infrastructure improvement that relate to one of the Village's utilities. The costs of these assets may be financed through user fees and funds on hand or the issuance of long-term debt. If debt financing is used the debt will be repaid through user fees of that utility, rather than through the general tax levy.

Funding the Requests

Once a comprehensive listing of capital assets was accumulated, the Village began the process of determining how to pay for these purchases. The Village desired to be able to purchase non-debt purchase requests through annual operating revenues such as tax levy and interest income; however, the current level of operating revenues is not sufficient to meet these needs. Village staff reviewed the project requests to verify that they were in line with the Village's overall goals.

Village of Brown Deer Five Year Capital Plan

2017 - 2021

Village staff and board members recognize that delaying capital maintenance and replacement of equipment result in higher future costs and decreased resident service and quality of life. The Village also recognizes that large increases to property taxes are not desirable. In order to meet all of these objectives, the Village designed a funding plan.

This plan uses a combination of reserves on hand, tax levy, and debt service. Reserves on hand were derived from the North Shore Fire Department Asset Sale Fund, the Capital Improvement Fund, and the Equipment Replacement Fund, which have now been combined into the Capital Improvement Fund.

Important Note

Under the 2016-2018 state budget, 2013 Wisconsin Act 20, a municipality is allowed to increase its levy over the amount it levied in the prior year by the percentage increase in equalized value from net new construction. If no new construction occurs in the community, then the allowable levy increase is zero percent. Given the fact Brown Deer has had very little net new construction we must assume a zero percent increase. The cost of providing services in the Village increased due to the following factors:

Inflation – materials, equipment, and services.

Benefits – health, pension, and insurance.

Wages – keeping competitive

Service Demands – citizens ask for more or high service levels.

Unfunded Mandates – federal or state requirements.

These factors and the levy limit freeze may cause the village to increase the amount it borrows in future years. We may need to redirect the levy funds set aside for capital projects back into the general fund causing us to increase the amount we borrow. This needs to be monitored very carefully.

Borrowing Needs

In order to complete the five-year plan the Village determined the long term borrowing needs for debt financed projects. The Village would plan to borrow bi-annually to fund the projects through the year 2021. The plan assumes that debt financed projects would average approximately \$1,000,000 per year and continue with a bi-annual debt issue. Sample debt repayment schedules are included.

Because the funding for capital purchases comes from current capital tax levy, future debt service available levy, reserves on hand and future borrowings, it is desirable to see how all of these parts come together with all of the projected asset purchases.

Policy Management

The Village's general obligation debt, under State of Wisconsin statutes, is capped at 5% of the Village's equalized value; as of **January 1, 2015, the Village's total general obligation debt was at \$18,360,934.** The Village's internal debt management policy restricts total outstanding general obligation debt to less than 40% of the debt limit. The Village's debt policy also restricts the debt service levy to less than 20% of the total tax levy. Based on the proposed borrowings and repayment schedules the Village will be in compliance with both of these policies. The Village's debt management and capital asset policies are included in the appendices.

Project Description	Project Number	2016 Total Project Cost	Actual Cost	GO Debt	Property Tax Levy	Grants & Aids	TIF Funds	Fund Balance	Unfunded Requests
Available Funds				\$1,000,000	\$372,000			\$445,000	
Administration									
Misc. Receivables Software		\$10,785	\$10,980		\$10,785				
Fixed Asset Software		\$12,194							\$12,194
Human Resources Software		\$14,284							\$14,284
Work Order Software		\$12,284							\$12,284
Community Services									
Beaver Creek Floodplain Map Revision		\$15,000			\$15,000				
Park Plaza Court and Stormwater		\$450,000					\$450,000		
Colliers Analysis		\$35,000	\$35,000				\$35,000		
Bradley Road (East) - Design		\$35,000						\$35,000	
Re-paving Program		\$300,000		\$300,000					
Crack sealing		\$10,000						\$10,000	
W. Fairy Chasm Rd. 51st-60th		\$400,000		\$400,000					
Sidewalk Connection Plan		\$150,000							\$150,000
Web Based GIS		\$50,000							\$50,000
Boundary Signs		\$10,000							\$10,000
Police Department									
Police Vehicles		\$130,000	\$137,156		\$130,000				
Pass Through Evidence Storage		\$24,000	\$23,549					\$24,000	
TASER Enhancement Program		\$13,000	\$13,609		\$13,000				
Body Worn Cameras		\$67,458							\$67,458
Computer Station Replacement		\$9,780							\$9,780
Celebrite		\$27,500							\$27,500
Police Bicycle Unit		\$5,840							\$5,840
Police Motorcycle Unit		\$52,629							\$52,629
Thermal Imaging Camera		\$6,600							\$6,600
Fire Department									
Annual contribution for capital		\$200,018	\$200,020	\$200,018					
Dispatch Center									
Annual contribution for capital		\$18,762	\$18,762	\$18,762					
Manager's Office									
Computer replacement program		\$7,000	\$6,310		\$7,000				
Roof Replacement on PD side		\$90,000	\$77,879	\$90,000					
Village Hall Parking Lot		\$40,000							\$40,000
Network Fabric Sitch Replacement		\$21,560	\$14,990					\$21,560	
Email Server System		\$25,000	\$25,500					\$25,000	
Paperless Document Management		\$20,000							\$20,000
Library									
Window Replacement		\$32,222							\$32,222
New Carpeting		\$77,220							\$77,220
Express Self Service		\$111,200							\$111,200
Park and Recreation									
Fairy Chasm Tractor Replacement		\$10,000						\$10,000	
Village Park Roofing Projects		\$9,000						\$9,000	
Pond Lockers, Benches and Loungers		\$6,720							\$6,720
Wibit Obstacle		\$50,000							\$50,000
Public Works									
5 YD Truck Replacement		\$175,000	\$158,605		\$175,000				
Radios for DPW - New digital for county		\$25,000						\$25,000	
72-in Zero Turn Mower		\$25,000	\$10,290					\$25,000	
Toolcat Replacement		\$65,000	\$44,205					\$65,000	
Skidsteer		\$65,000	\$53,326					\$65,000	
Emerald Ash Borer Treatment		\$20,000			\$20,000				
Village Identification Signs		\$5,000						\$5,000	
Beautification Projects		\$5,000	\$6,997						\$5,000
MC Overhead Doors / Ceiling tile replacement		\$135,000							\$135,000
MC HVAC / Vehicle exhaust system		\$267,300							\$267,300
MC Electrical		\$122,600							\$122,600
Total		\$3,469,956	\$837,178	\$1,008,780	\$370,785	\$0	\$485,000	\$319,560	\$1,285,831
Balance				(\$8,780)	\$1,215			\$117,875	

2017 PROJECT COST

Project Description	Project Number	2017 Total Project Cost	GO Debt	Property Tax Levy	Grants & Aids	TIF FUNDS	Fund Balance	Unfunded Requests
Available Funds			\$1,125,000	\$372,000			\$0	
Community Services								
Bradley Road (West) - N. 51st to N 68st		\$500,000	\$500,000					
Re-Paving Program		\$300,000	\$300,000					
Cracksealing		\$20,000	\$20,000					
Boundary Signs		\$20,000	\$20,000					
Colliers Analysis		\$35,000				\$35,000		
Web Based GIS		\$20,000						\$20,000
Sidewalk Connection Plan		\$150,000						\$150,000
Police Department								
Police Vehicles		\$98,000		\$98,000				
Police Protective Service Upgrade		\$61,300		\$61,300				
Body Worn Cameras		\$57,600						\$57,600
Celebrite		\$27,500						\$27,500
Police Motorcycle Unit		\$54,630						\$54,630
Fire Department								
Annual contribution for capital		\$203,270	\$203,270					
Dispatch Center								
Annual contribution for capital		\$21,652	\$21,652					
Manager's Office								
Computer replacement program		\$12,000		\$12,000				
Front Counter update		\$40,000	\$40,000					
Floor Tile Replacement in PD		\$6,000						\$6,000
Window Replacment		\$15,000						\$15,000
Library								
Window Replacment		\$34,000						\$34,000
Park and Recreation								
Pond Lockers, Benches and Loungers		\$6,720	\$6,720					
Wibit Obstacle		\$53,000						\$53,000
Public Works								
5 YD Truck Replacement		\$175,000		\$175,000				
Emerald Ash Borer Treatment		\$20,000		\$20,000				
Shop Tools & Equipment		\$5,000		\$5,000				
Village Identification Signs		\$5,000						\$5,000
Beautification Projects		\$5,000						\$5,000
3/4 Ton Patrol Truck (Truck # 74)		\$40,000						\$40,000
Total								
		\$1,985,672	\$1,111,642	\$371,300	\$0	\$35,000	\$0	\$467,730
Balance								
			\$13,358	\$700			\$14,058	

Project #: OT **Department:** CSD

Project Name: Bradley Road (West) - N. 51st Street to N. 68th Street

Total Project Cost: \$500,000 **Estimated Life of Project:** 15 years

Expenditure Detail:

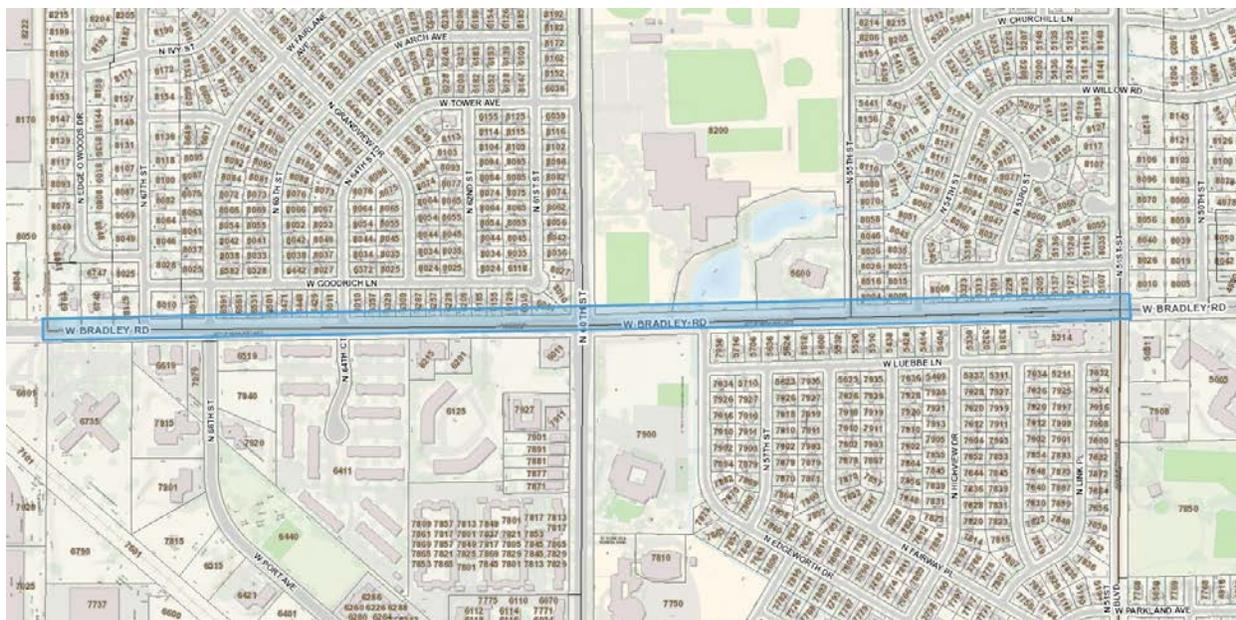
Year	2017	2018	2019	2020	2021
Budget	\$500,000	\$	\$	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: This proposal calls for the pavement on W. Bradley Road between N. 51st Street and N. 68th Street to be milled and overlaid with minimal changes to the existing footprint. Improved travel and bike lane markings could be explored.

Project Justification: This section of W. Bradley Road is starting to fail and is in need of repair. The project shares a boundary with the City of Milwaukee and coordination will be required with the City. At this point the Village is expecting to share costs for this project with the City of Milwaukee. Engineering and design would be led by the City.

Project Picture / Map:



Project #: DPW/17-21/G **Department:** Public Works

Project Name: Re-Paving Program

Total Project Cost: \$300,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$300,000	\$300,000	\$500,000	\$500,000	\$500,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: This Program addresses failing pavements that are primarily local residential streets that see mostly light traffic throughout the day. The rehabilitation consists of asphalt pulverization and asphalt relay. This method has served the Village well for approximately 20 years and produces a useful pavement life of about 30 years under normal conditions and proper maintenance by crack-sealing the pavement (separate CIP item).

Project Justification: Pavement replacement is essential to ensure safe passage of vehicles. Pavement replacement within the 30-year life cycle ensures greater costs are avoided at later dates due to deteriorated pavement structures.

Project Picture / Map:



07/10/14

Project #: OT **Department:** CSD

Project Name: Cracksealing

Total Project Cost: \$50,000 **Estimated Life of Project:** 7 years

Expenditure Detail:

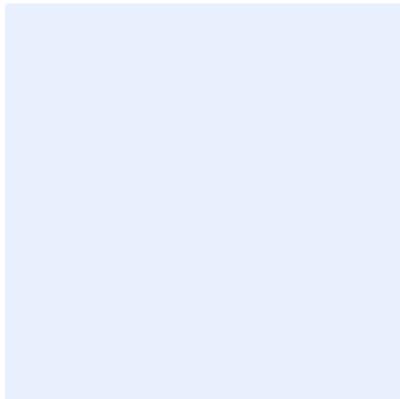
Year	2017	2018	2019	2020	2021
Budget	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: As part of the Village’s annual street repaving program we also seek to crackseal streets throughout the Village in order to help extend the useful life of the roadway surface. The cracksealing takes place on many streets throughout the Village as determined based on roadway ratings monitored by Engineering Staff.

Project Justification: Cracksealing is done to help preserve the life of asphalt roadways so that it does not need to be repaved as often.

Project Picture / Map:



Project #: OT **Department:** CSD

Project Name: Boundary Signs

Total Project Cost: \$10,000 **Estimated Life of Project:** 15 years

Expenditure Detail:

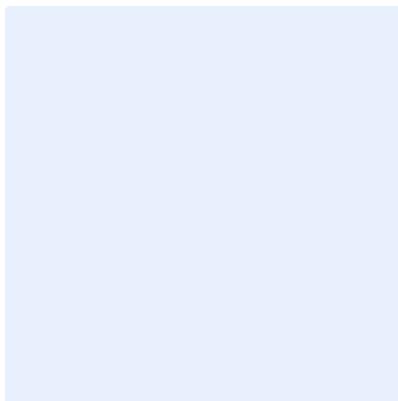
Year	2017	2018	2019	2020	2021
Budget	\$10,000	\$	\$	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Adding two new gateway/boundary signs on N. Green Bay Road at County Line Road and either Sherman Blvd. or Teutonia Avenue at Calumet Road. These signs would match the existing signs in Brown Deer Road.

Project Justification: The Brown Deer Road boundary signs have added a great identity presence to the street enabling residents and visitors to better distinguish Village borders and these added signs will similarly help along the other corridors.

Project Picture / Map:



Project #: OT **Department:** CSD

Project Name: Colliers Retail Market Analysis

Total Project Cost: \$35,000 **Estimated Life of Project:** unknown

Expenditure Detail:

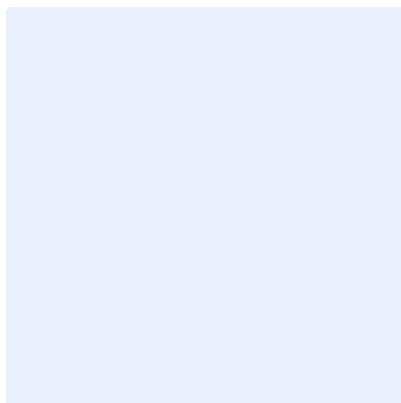
Year	2016	2017	2018	2019	2020
Budget	\$35,000	\$35,000	\$	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance TIF Funds

Project Description: Colliers would provide Brown Deer specific analytic data to identify potential retailers to fill empty parcels and storefronts in the community. In addition they would offer support in contacting corporate retail decision makers and site selectors to ensure that the Village redevelopment opportunities are being appropriately presented.

Project Justification: Collier is a retail analysis leader that helps communities get beyond basic demographic data in order to tailor economic development efforts to fit market realities. The Village has had a difficult time in “selling” Brown Deer to regional and national retailers and a big challenge has been presenting the Village’s unique characteristics. Further, Staff has repeatedly been charged with finding certain “name brand” businesses and have found it difficult to get beyond the corporate gatekeepers to help make the case for the Village. Collier’s information gathering and experience in the market will help the Village get past the front line gatekeepers and allow Brown Deer to become more responsive to retail opportunities.

Project Picture / Map:



Project #: PD17-1 **Department:** POLICE

Project Name: POLICE VEHICLE REPLACEMENT

Total Project Cost: \$98,000.00 **Estimated Life of Project:** 5 YEARS

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$98,000.00	\$140,000.00	\$103,000.000	\$148,000.00	\$110,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Police squad car replacement – purchase two marked Ford Police Interceptor SUV’s and related equipment.

Project Justification: Replacement of the squads is part of the regular rotation due to mileage, use, technology and equipment updates and changes.

Project Picture / Map:



Project #: PD17-2 **Department:** POLICE

Project Name: POLICE PROTECTIVE SERVICE UPGRADE

Total Project Cost: \$61,300 **Estimated Life of Project:** 5 YEARS

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$61,300	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Upgrade Department Protective Service equipment to facilitate individual officer deployment without the sharing of duty essential equipment.

Project Justification: The Department currently lacks the ability to mass deploy officers due to individual equipment shortages. Funding this project will allow officers to deploy fully equipped with equipment deemed essential.

Project Picture / Map:

Upgrade includes the following:

Individual Body Armor Replacement	\$3,500
Portable Radios	\$27,000
TASER	\$9,700
OC Spary	\$700
Patrol Rifles	\$17,000
Squad Deployed Body Armor (rifle plate carriers)	\$2,400
Defense and Arrest Training Equipment	\$1,000

Project #: OT **Department:** Manager's Office

Project Name: Computer Replacement

Total Project Cost: \$12,000

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	12,000	12,000	12,000	12,000	12,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Typically four computers are replaced with the remaining funds going to any software or other upgrades that may be appropriate with the new PC, for example; key boards, mice, monitors, etc. The monetary breakdown would be \$7,000 for Village Hall and DPW and \$5,000 for the Police Department.

Project Justification: The workstations must be updated to ensure they remain in proper working order and to address changes in technology. The program replaces and upgrades aging computer workstation as they become out of date

Project Picture / Map:



Project #: 0T **Department:** Manager's Office

Project Name: Reconstruction of Front Desk Area and Portions of the Health Department

Total Project Cost: \$40,000

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	40,000	0T	0T	0T	0T

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The front desk space in Village Hall would be reconstructed as well as possibly converting portions of the Health Department into a new conference room.

Project Justification: There have been many problems with the current design of the front counter space including visibility, space for record keeping, and customer service at the counter. Due to these complications there is a desire to reconstruct the front area to create a one stop shop and friendly environment for our residents as well as a better space to work in for our staff. There have also been discussions regarding movement of departments and with this move would allow space for a new conference room to be inserted into part of the Health Department space to yet again create a friendlier open concept when meeting with vendors, resident, or employees.

Project Picture / Map:



Project #: 0T **Department:** Park and Recreation

Project Name: Pond Lockers, Benches and Chaise Lounges

Total Project Cost: \$6,720.00 **Estimated Life of Project:** Lockers & Benches 25 yrs., Chaise Lounges 5yrs.

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$6,720.00	0T	0T	0T	0T

Funding Sources: Levy Debt Grant Donations Fund Balance TIF Funds

Project Description: Lockers and benches will be used in the Men’s and Women’s changing area in the Pond Beach House. Chaise Lounges are for patrons to use on the beach and grass areas.

Project Justification: Currently we don’t offer any space for patrons lock up their clothes and belonging while they are swimming. Patrons have made requests for lockers over the past few years and if we are going to move ahead with the Wibit project the lockers and benches will become more of a need and patrons are going to want their belongings in a more secure place. Existing chaise lounge chairs were donated by a local hotel when they got new ones and we need to begin to replace them and also increase the number of chairs that are available. The current chaise lounge chairs have become a big hit since they were donated.

Project Picture / Map:



Project #: DPW/17/01 **Department:** Public Works

Project Name: 5YD Patrol Truck Replacement (No. 79)

Total Project Cost: \$175,000 **Estimated Life of Project:** 13-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$175,000	\$	\$	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: DPW is requesting a new 34,000 GVW, 5 yd. patrol truck with plow, wing, salter, controls, and radio to replace the existing unit (Truck No. 79) due to age, rising maintenance costs, availability of parts, safety to public and driver. The vehicle will be purchased through the VALUE/State Contract. The expected life of the requested vehicle is 13-years. The vehicle is used daily. The age of item to be replaced is 13 years in 2017. The annual maintenance costs are \$2,000 + labor due to the poor condition. The existing vehicle will be auctioned using the State of Wisconsin surplus website. The estimated sold amount is \$30,000. The estimated cost of the new vehicle was determined from recent bid history for this type of equipment.

Project Justification: Critical equipment for winter plowing operations and summer ditching operations.

Project Picture / Map:



Project #: DPW/17-21/C **Department:** Public Works

Project Name: Emerald Ash Borer (EAB) Treatment

Total Project Cost: \$50,000 (\$25K Grants) **Estimated Life of Project:** 2-year

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Emerald Ash Borer (EAB) has been detected and is present within the Village. In order to preserve the existing ash tree canopy DPW will be administering trunk injected chemical treatments throughout the Village’s ash tree population. The chemical treatments are administered on a 3-year cycle. Village roadways with a large ash tree population (i.e. W. Pierner Place) will be given priority. DPW will apply for Urban Forestry Grants (UFG) from the WDNR to help offset costs. The UFGs participates \$25,000 matching funds towards the project. However, the grant is competitive. The Village has been successful in securing funding in 2013 & 2014.

The WDNR grant activities include, but are not limited to:

- Emerald Ash Borer (EAB) Survey & Treatment
- Tree Removal
- Tree Re-Planting
- Ordinance Revisions
- Public Education & Outreach

Project Justification: Save the existing ash tree canopy.

Project Picture / Map:

Project #: DPW/17-21/A **Department:** Public Works

Project Name: All Shop Tools & Equipment

Total Project Cost: \$15,000 **Estimated Life of Project:** 10-years

Expenditure Detail:

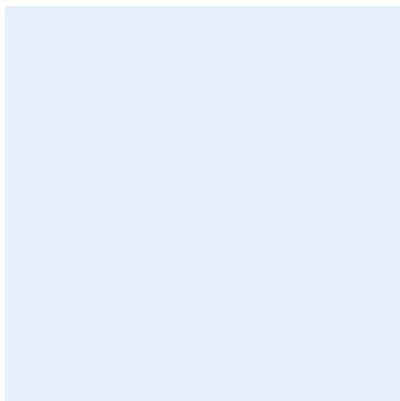
Year	2017	2018	2019	2020	2021
Budget	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: General small shop tools and shop equipment for purchase/replacement in 2017 through 2021 includes: Power Drills, Pavement Saws, Stumper, Spreader/Sprayer (\$10,000) and Miscellaneous Shop Equipment.

Project Justification: The equipment is requested for replacement of aging existing equipment. The existing equipment is outdated and in some cases non-functional. Maintenance costs are exceeding the costs of replacement.

Project Picture / Map:



2018 PROJECT COST

Project Description	Project Number	2018 Total Project Cost	GO Debt	Property Tax Levy	Grants & Aids	TIF FUNDS	Fund Balance	Unfunded Requests
Available Funds			\$1,050,000	\$372,000			\$60,000	
Community Services								
Bradley Road (East) Sherman to GB		\$500,000	\$500,000					
Cracksealing		\$20,000	\$20,000					
Re-Paving Program		\$300,000	\$300,000					
Sidewalk Connection Plan	2017 Project	\$150,000						\$150,000
Web Based GIS	2017 Project	\$20,000						\$20,000
Police Department								
Police Vehicles		\$140,000		\$140,000				
Police Protective Services		\$5,000		\$5,000				
Body Worn Cameras	2017 Project	\$57,600						\$57,600
Celebrite	2017 Project	\$27,500						\$27,500
Police Motorcycle Unit	2017 project	\$54,640						\$54,640
Fire Department								
Annual contribution for capital		\$209,000	\$209,000					
Dispatch Center								
Annual contribution for capital		\$23,000	\$23,000					
Manager's Office								
Computer replacement program		\$12,000		\$12,000				
Door Frame Replacment		\$5,300						\$5,300
Window Replacment	2017 project	\$15,000						\$15,000
Floor Tile Replacement in PD	2017 project	\$6,000						\$6,000
Library								
Carpet Replacement		\$78,000						\$78,000
Staff PCs and Peripherals		\$26,200						\$26,200
Window Replacment	2017 project	\$34,000						\$34,000
Park and Recreation								
Wibit Obstacle	2017 project	\$50,000						\$50,000
Public Works								
5 YD Truck Replacement		\$175,000		\$175,000				
Emerald Ash Borer Treatment		\$25,000		\$25,000				
Shop Tools & Equipment		\$15,000		\$15,000				
Beautification Projects		\$5,000						\$5,000
3/4 Ton Parol Truck (Truck # 73)	2017 project	\$40,000						\$40,000
Village Identification Signs		\$5,000						\$5,000
Total								
		\$1,998,240	\$1,052,000	\$372,000	\$0	\$0	\$0	\$574,240
Balance								
			(\$2,000)	\$0			\$58,000	

Project #: OT **Department:** CSD

Project Name: Bradley Road (East) – N. Sherman Blvd. to N. Green Bay Road

Total Project Cost: \$500,000 **Estimated Life of Project:** 25 years

Expenditure Detail:

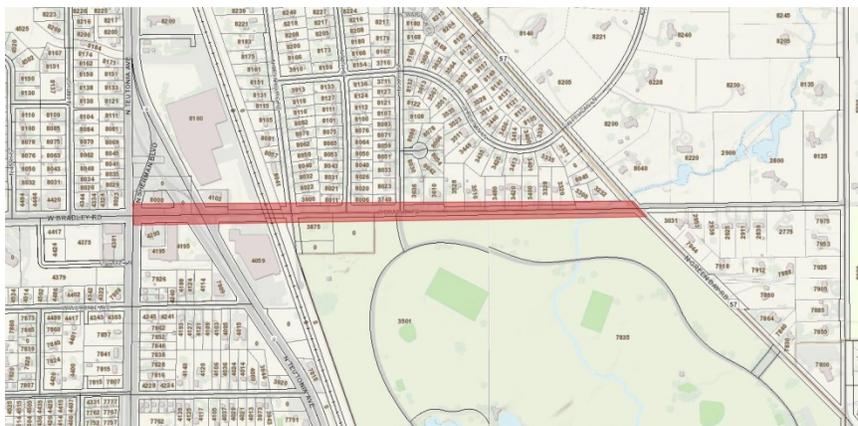
Year	2017	2018	2019	2020	2021
Budget	\$	\$500,000	\$	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: This proposal calls for the pavement on W. Bradley Road to be replaced and ditching or curbing to be corrected/repared along the length of the project from N. Sherman Blvd. to N. Green Bay Road. A paved shoulder along both sides of the road is being considered to help accommodate cyclists and those seeking to enter into Brown Deer Park. Also, as a part of the project the Village is seeking to replace a failing culvert that serves Brown Deer Park Creek and goes underneath the roadway near N. Green Bay Road.

Project Justification: This section of W. Bradley Road is starting to fail and is in need of repair. Additionally, the paved section of roadway is rather narrow for current volumes and adding a paved should provide some relief. The project shares a boundary with the City of Milwaukee and coordination will be required with the City. At this point the Village is expecting to cover all costs for this project as it falls under Village responsibility in a joint maintenance agreement with the City. Engineering and design would take place in 2017 led by the City of Milwaukee with construction in 2018.

Project Picture / Map:



Project #: DPW/17-21/G **Department:** Public Works

Project Name: Re-Paving Program

Total Project Cost: \$300,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$300,000	\$300,000	\$500,000	\$500,000	\$500,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: This Program addresses failing pavements that are primarily local residential streets that see mostly light traffic throughout the day. The rehabilitation consists of asphalt pulverization and asphalt relay. This method has served the Village well for approximately 20 years and produces a useful pavement life of about 30 years under normal conditions and proper maintenance by crack-sealing the pavement (separate CIP item).

Project Justification: Pavement replacement is essential to ensure safe passage of vehicles. Pavement replacement within the 30-year life cycle ensures greater costs are avoided at later dates due to deteriorated pavement structures.

Project Picture / Map:



07/10/14

Project #: OT **Department:** CSD

Project Name: Cracksealing

Total Project Cost: \$50,000 **Estimated Life of Project:** 7 years

Expenditure Detail:

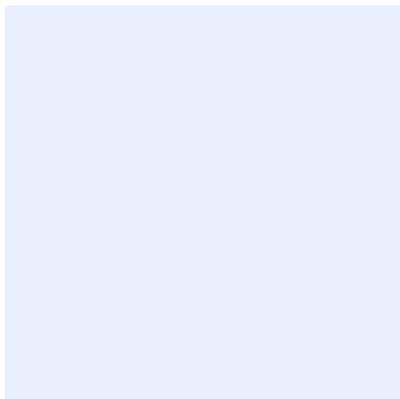
Year	2017	2018	2019	2020	2021
Budget	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: As part of the Village’s annual street repaving program we also seek to crackseal streets throughout the Village in order to help extend the useful life of the roadway surface. The cracksealing takes place on many streets throughout the Village as determined based on roadway ratings monitored by Engineering Staff.

Project Justification: Cracksealing is done to help preserve the life of asphalt roadways so that it does not need to be repaved as often.

Project Picture / Map:



Project #: PD17-1 **Department:** POLICE

Project Name: POLICE VEHICLE REPLACEMENT

Total Project Cost: \$98,000.00 **Estimated Life of Project:** 5 YEARS

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$98,000.00	\$140,000.00	\$103,000.000	\$148,000.00	\$110,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Police squad car replacement – purchase two marked Ford Police Interceptor SUV’s and related equipment.

Project Justification: Replacement of the squads is part of the regular rotation due to mileage, use, technology and equipment updates and changes.

Project Picture / Map:



Project #: PD17-2 **Department:** POLICE

Project Name: POLICE PROTECTIVE SERVICE UPGRADE

Total Project Cost: \$61,300 **Estimated Life of Project:** 5 YEARS

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$61,300	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Upgrade Department Protective Service equipment to facilitate individual officer deployment without the sharing of duty essential equipment.

Project Justification: The Department currently lacks the ability to mass deploy officers due to individual equipment shortages. Funding this project will allow officers to deploy fully equipped with equipment deemed essential.

Project Picture / Map:

Upgrade includes the following:

Individual Body Armor Replacement	\$3,500
Portable Radios	\$27,000
TASER	\$9,700
OC Spary	\$700
Patrol Rifles	\$17,000
Squad Deployed Body Armor (rifle plate carriers)	\$2,400
Defense and Arrest Training Equipment	\$1,000

Project #: OT **Department:** Manager's Office

Project Name: Computer Replacement

Total Project Cost: \$12,000

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	12,000	12,000	12,000	12,000	12,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Typically four computers are replaced with the remaining funds going to any software or other upgrades that may be appropriate with the new PC, for example; key boards, mice, monitors, etc. The monetary breakdown would be \$7,000 for Village Hall and DPW and \$5,000 for the Police Department.

Project Justification: The workstations must be updated to ensure they remain in proper working order and to address changes in technology. The program replaces and upgrades aging computer workstation as they become out of date

Project Picture / Map:



Project #: DPW/18/01 **Department:** Public Works

Project Name: 5YD Patrol Truck Replacement (No. 80)

Total Project Cost: \$175,000 **Estimated Life of Project:** 13-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$	\$175,000	\$	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: DPW is requesting a new 34,000 GVW, 5 yd. patrol truck with plow, wing, salter, controls, and radio to replace the existing unit (Truck No. 80) due to age, rising maintenance costs, availability of parts, safety to public and driver. The vehicle will be purchased through the VALUE/State Contract. The expected life of the requested vehicle is 13-years. The vehicle is used daily. The age of item to be replaced is 13 years in 2018. The annual maintenance costs are \$2,000 + labor due to the poor condition. The existing vehicle will be auctioned using the State of Wisconsin surplus website. The estimated sold amount is \$30,000. The estimated cost of the new vehicle was determined from recent bid history for this type of equipment.

Project Justification: Critical equipment for winter plowing operations and summer ditching operations.

Project Picture / Map:



Project #: DPW/17-21/C **Department:** Public Works

Project Name: Emerald Ash Borer (EAB) Treatment

Total Project Cost: \$50,000 (\$25K Grants) **Estimated Life of Project:** 2-year

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Emerald Ash Borer (EAB) has been detected and is present within the Village. In order to preserve the existing ash tree canopy DPW will be administering trunk injected chemical treatments throughout the Village’s ash tree population. The chemical treatments are administered on a 3-year cycle. Village roadways with a large ash tree population (i.e. W. Pierner Place) will be given priority. DPW will apply for Urban Forestry Grants (UFG) from the WDNR to help offset costs. The UFGs participates \$25,000 matching funds towards the project. However, the grant is competitive. The Village has been successful in securing funding in 2013 & 2014.

The WDNR grant activities include, but are not limited to:

- Emerald Ash Borer (EAB) Survey & Treatment
- Tree Removal
- Tree Re-Planting
- Ordinance Revisions
- Public Education & Outreach

Project Justification: Save the existing ash tree canopy.

Project Picture / Map:

Project #: DPW/17-21/A **Department:** Public Works

Project Name: All Shop Tools & Equipment

Total Project Cost: \$15,000 **Estimated Life of Project:** 10-years

Expenditure Detail:

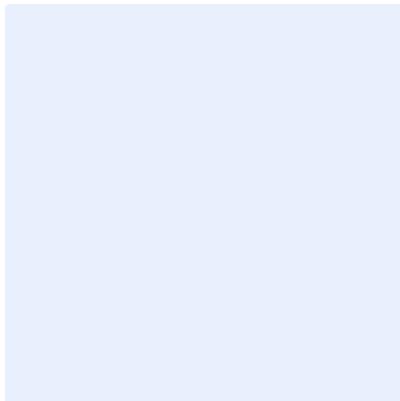
Year	2017	2018	2019	2020	2021
Budget	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: General small shop tools and shop equipment for purchase/replacement in 2017 through 2021 includes: Power Drills, Pavement Saws, Stumper, Spreader/Sprayer (\$10,000) and Miscellaneous Shop Equipment.

Project Justification: The equipment is requested for replacement of aging existing equipment. The existing equipment is outdated and in some cases non-functional. Maintenance costs are exceeding the costs of replacement.

Project Picture / Map:



2019 PROJECT COST

Project Description	Project Number	2019 Total Project Cost	GO Debt	Property Tax Levy	Grants & Aids	Trusts & Donations	Fund Balance	Unfunded Requests
Available Funds			\$600,000	\$372,000			\$0	
Community Services								
Cracksealing		\$20,000	\$20,000					
Bike Trail Improvements		\$275,000						\$275,000
Re-Paving Program		\$300,000	\$300,000					
Web Based GIS	2017 Project	\$20,000		\$20,000				
Sidewalk Connection Plan		\$100,000						\$100,000
Bike Trail Improvements		\$275,000						\$275,000
Boundary Signs		\$10,000						\$10,000
Police Department								
Police Vehicles		\$103,000		\$103,000				
Police Protective Services		\$5,000		\$5,000				
Celebrite	2017 Project	\$27,500		\$27,500				
Body Worn Cameras	2017 Project	\$57,600						\$57,600
Police Motorcycle Unit	2017 project	\$60,000						\$60,000
Fire Department								
Annual contribution for capital		\$220,000	\$220,000					
Dispatch Center								
Annual contribution for capital		\$25,000	\$25,000					
Manager's Office								
Computer replacement program		\$12,000		\$12,000				
Window Replacement		\$15,000						\$15,000
Carpet Replacement		\$30,000		\$30,000				
Door Frame Replacement	2018 project	\$5,300		\$5,300				
Floor Tile Replacement in PD	2017 project	\$6,000		\$6,000				
Library								
Patio Removal/remodel and landscaping		\$15,000						\$15,000
Carpet Replacement	2018 project	\$78,000						\$78,000
Staff PCs and Peripherals	2018 project	\$26,200						\$26,200
Window Replacment	2017 project	\$34,000						\$34,000
Park and Recreation								
Wibit Obstacle	2017 project	\$50,000						\$50,000
Public Works								
3/4 Ton Patrol Truck (Truck # 74)	2017 project	\$40,000		\$40,000				
3/4 Ton Parol Truck (Truck # 73)	2017 project	\$40,000		\$40,000				
Tractor Replacement		\$40,000		\$40,000				
Beautification Projects		\$4,000		\$4,000				
Shop Tools & Equipment		\$10,000		\$10,000				
Emerald Ash Borer Treatment		\$24,000		\$24,000				
Village Identification Signs		\$5,000		\$5,000				
Total		\$1,932,600	\$565,000	\$371,800	\$0	\$0	\$0	\$995,800
Balance			\$35,000	\$200			\$35,200	

Project #: OT **Department:** CSD

Project Name: Web Based GIS

Total Project Cost: \$70,000 **Estimated Life of Project:** 10 years

Expenditure Detail:

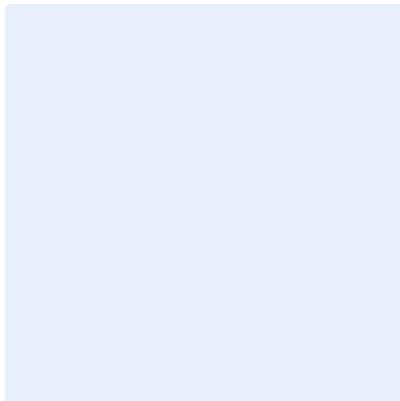
Year	2017	2018	2019	2020	2021
Budget	\$20,000	\$	\$	\$	\$50,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The Village’s web based GIS map system continues to be updated. We are looking to add more data including signage and tree inventory to help monitor municipal assets. The budgeted amount in 2021 contemplates future maintenance and mapping additions.

Project Justification: The Village’s GIS system is rounding into form. The new system provides great functionality and is only missing a few key utility details (i.e water) to make it more complete and robust. By adding further data it will create efficiencies for maintenance personnel and create an easier platform for system inventories.

Project Picture / Map:



Project #: DPW/17-21/G **Department:** Public Works

Project Name: Re-Paving Program

Total Project Cost: \$300,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$300,000	\$300,000	\$300,000	\$300,000	\$500,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: This Program addresses failing pavements that are primarily local residential streets that see mostly light traffic throughout the day. The rehabilitation consists of asphalt pulverization and asphalt relay. This method has served the Village well for approximately 20 years and produces a useful pavement life of about 30 years under normal conditions and proper maintenance by crack-sealing the pavement (separate CIP item).

Project Justification: Pavement replacement is essential to ensure safe passage of vehicles. Pavement replacement within the 30-year life cycle ensures greater costs are avoided at later dates due to deteriorated pavement structures.

Project Picture / Map:



07/10/14

Project #: OT **Department:** CSD

Project Name: Cracksealing

Total Project Cost: \$50,000 **Estimated Life of Project:** 7 years

Expenditure Detail:

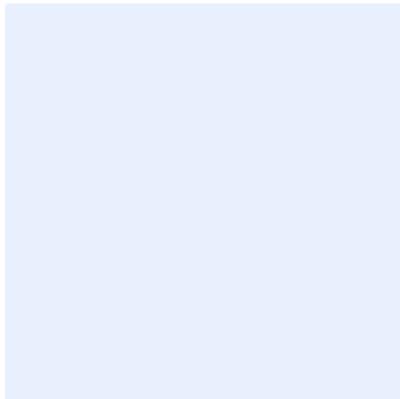
Year	2017	2018	2019	2020	2021
Budget	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: As part of the Village’s annual street repaving program we also seek to crackseal streets throughout the Village in order to help extend the useful life of the roadway surface. The cracksealing takes place on many streets throughout the Village as determined based on roadway ratings monitored by Engineering Staff.

Project Justification: Cracksealing is done to help preserve the life of asphalt roadways so that it does not need to be repaved as often.

Project Picture / Map:



Project #: PD17-1 **Department:** POLICE

Project Name: POLICE VEHICLE REPLACEMENT

Total Project Cost: \$98,000.00 **Estimated Life of Project:** 5 YEARS

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$98,000.00	\$140,000.00	\$103,000.000	\$148,000.00	\$110,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Police squad car replacement – purchase two marked Ford Police Interceptor SUV’s and related equipment.

Project Justification: Replacement of the squads is part of the regular rotation due to mileage, use, technology and equipment updates and changes.

Project Picture / Map:



Project #: PD17-2 **Department:** POLICE

Project Name: POLICE PROTECTIVE SERVICE UPGRADE

Total Project Cost: \$61,300 **Estimated Life of Project:** 5 YEARS

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$61,300	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Upgrade Department Protective Service equipment to facilitate individual officer deployment without the sharing of duty essential equipment.

Project Justification: The Department currently lacks the ability to mass deploy officers due to individual equipment shortages. Funding this project will allow officers to deploy fully equipped with equipment deemed essential.

Project Picture / Map:

Upgrade includes the following:

Individual Body Armor Replacement	\$3,500
Portable Radios	\$27,000
TASER	\$9,700
OC Spary	\$700
Patrol Rifles	\$17,000
Squad Deployed Body Armor (rifle plate carriers)	\$2,400
Defense and Arrest Training Equipment	\$1,000

Project #: PD17-5 **Department:** POLICE/VILLAGE

Project Name: Celebrite UFED- Evidentiary Cell Phone Records Creator

Total Project Cost: \$27,500 **Estimated Life of Project:** ONE YEAR

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$27,500	\$3800	\$3800	\$3800	\$3800

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The UFED Touch Ultimate is a Universal Forensic Extraction Device (UFED) and Cloud Analyzer. The device allows for in depth decoding, analysis and reporting of electronic device content. The device allows for content extraction (commonly referred to as a “dump”) of numerous electronic devices including mobile phones, portable GPS devices and tablets. The cloud analyzer links social media applications together creating a clearer picture of the user’s activities.

Project Justification: Mobile electronic devices are portable, multi-functional and can be used for anything from phone calls, emails, text messages, internet research/browsing, photography, calendar scheduling, GPS, and other applications. With each technological advance, mobile electronic devices have greater capabilities and can be used for more things. Each of these mobile electronic devices store large amounts of historical data related to these functions and applications.

Just as the general public utilizes these mobile electronic devices, so to do the criminal targets that we investigate. Thus, these devices are becoming increasingly important parts of criminal investigations. Often times, criminal targets are found to have either possessed or used mobile electronic devices before, during or after the commission of their crimes. Because of this, the historical data from the mobile electronic devices can contain valuable information and could be a major investigative tool. The historical data could be evidence that would assist in the target’s arrest and prosecution

Project Picture / Map:



Project #: OT **Department:** Manager's Office

Project Name: Computer Replacement

Total Project Cost: \$12,000

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	12,000	12,000	12,000	12,000	12,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Typically four computers are replaced with the remaining funds going to any software or other upgrades that may be appropriate with the new PC, for example; key boards, mice, monitors, etc. The monetary breakdown would be \$7,000 for Village Hall and DPW and \$5,000 for the Police Department.

Project Justification: The workstations must be updated to ensure they remain in proper working order and to address changes in technology. The program replaces and upgrades aging computer workstation as they become out of date

Project Picture / Map:



Project #: 0T **Department:** Manager's Office

Project Name: Floor Tile Replacement in the Police Department

Total Project Cost: \$6,000

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	6,000	0T	0T	0T	0T

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The floors in the following rooms need to be replaced: police department squad room, lunch room, and sergeant's office.

Project Justification: Tile has been worn out by constant use and chair damage.

Project Picture / Map:



Project #: 0T **Department:** Manager's Office

Project Name: New Window & Door Frame Replacement

Total Project Cost: \$5,300

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	0T	5,300	0T	0T	0T

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The window and door frame connected to room 101 needs to be replaced.

Project Justification: The window and door frame is deteriorating from rust.

Project Picture / Map:



Project #: 0T **Department:** Manager's Office

Project Name: Carpet Replacement in Village Hall & Police Department

Total Project Cost: \$30,000

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	0T	0T	30,000	0T	0T

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Replace the current carpeted areas with carpet tile.

Project Justification: The carpet which is original to the buildings conception has been well used and worn and needs to be replaced.

Project Picture / Map:



Project #: DPW/17/02 **Department:** Public Works

Project Name: ¾ Ton Patrol Truck (4x4 Pick-Up) Replacement (No. 74) w/ Plow & Lift Gate

Total Project Cost: \$40,000 **Estimated Life of Project:** 13-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$40,000	\$	\$	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: DPW is requesting a new ¾-ton 4x4 pick-up truck with plow & lift gate to replace the existing truck (Truck No. 74) due to age, rising maintenance costs, availability of parts, safety to public and driver. The vehicle will be purchased through the VALUE/State Contract. The expected life of the requested vehicle is 13-years. The vehicle is used daily in all operations and is critical during winter operations. The age of item to be replaced is 13 years in 2017. The annual maintenance costs are \$1,000 + labor due to the poor condition. The existing vehicle will be auctioned using the State of Wisconsin surplus website. The estimated sold amount is \$15,000. The estimated cost of the new vehicle was determined from recent bid history for this type of equipment.

Project Justification: Critical equipment for winter plowing operations and all other operations/divisions at DPW.

Project Picture / Map:



Project #: DPW/18/02 **Department:** Public Works

Project Name: ¾ Ton Patrol Truck 4x4 Pick-Up w/ Crew Cab Replacement (No. 73)

Total Project Cost: \$40,000 **Estimated Life of Project:** 13-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$	\$40,000	\$	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: DPW is requesting a new ¾-ton 4x4 pick-up truck with crew cab and full bed to replace the existing truck (Truck No. 73) due to age, rising maintenance costs, availability of parts, safety to public and driver. The vehicle will be purchased through the VALUE/State Contract. The expected life of the requested vehicle is 13-years. The vehicle is used daily in all operations. The age of item to be replaced is 13 years in 2018. The annual maintenance costs are \$1,000 + labor due to the poor condition. The existing vehicle will be auctioned using the State of Wisconsin surplus website. The estimated sold amount is \$15,000. The estimated cost of the new vehicle was determined from recent bid history for this type of equipment.

Project Justification: Multi-purpose pick-up truck used in all operations/divisions at DPW.

Project Picture / Map:



Project #: DPW/19/01 **Department:** Public Works

Project Name: Tractor Replacement

Total Project Cost: \$40,000 **Estimated Life of Project:** 15-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$	\$	\$40,000	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: DPW is requesting replacement of the existing John Deer tractor. The tractor is used in a variety of operations at DPW, mainly in the summer months, for grass cutting operations and hauling operations as part of culvert installations.

Project Justification: The tractor is used to rough cut the natural drainage ditch areas and adjacent to the bike path. The tractor is used in a variety of operations during the summer months but mainly for turf management.

Project Picture / Map:



Project #: DPW/17-21/A **Department:** Public Works

Project Name: All Shop Tools & Equipment

Total Project Cost: \$15,000 **Estimated Life of Project:** 10-years

Expenditure Detail:

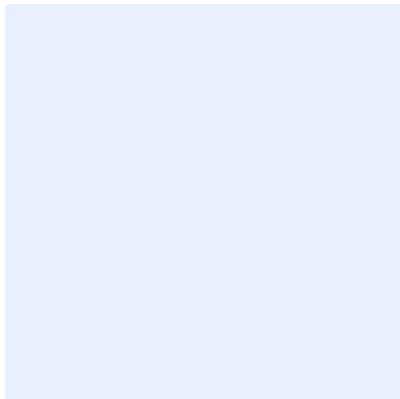
Year	2017	2018	2019	2020	2021
Budget	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: General small shop tools and shop equipment for purchase/replacement in 2017 through 2021 includes: Power Drills, Pavement Saws, Stumper, Spreader/Sprayer (\$10,000) and Miscellaneous Shop Equipment.

Project Justification: The equipment is requested for replacement of aging existing equipment. The existing equipment is outdated and in some cases non-functional. Maintenance costs are exceeding the costs of replacement.

Project Picture / Map:



Project #: DPW/17-21/D **Department:** Public Works

Project Name: Beautification Projects

Total Project Cost: \$5,000 **Estimated Life of Project:** 1-year

Expenditure Detail:

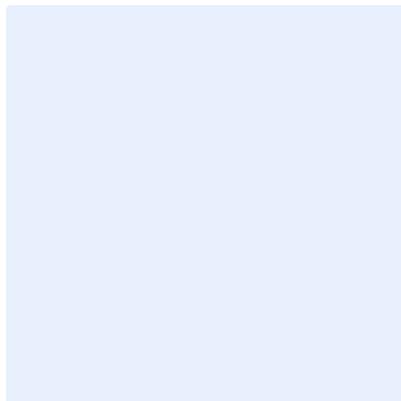
Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: During the summer months (May thru September) DPW undertakes several Beautification projects throughout the Village. Beautification include: Planter bed replacements, Perennial planting, Shrub planting, Tree planting, Landscaping stone (river stone), and mulching at the Village Hall, Library and all median planter beds (includes edge trimmer).

Project Justification: One of the Village goals is to be a “Beautiful Suburban Community”.

Project Picture / Map:



Project #: DPW/17-21/C **Department:** Public Works

Project Name: Emerald Ash Borer (EAB) Treatment

Total Project Cost: \$50,000 (\$25K Grants) **Estimated Life of Project:** 2-year

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Emerald Ash Borer (EAB) has been detected and is present within the Village. In order to preserve the existing ash tree canopy DPW will be administering trunk injected chemical treatments throughout the Village’s ash tree population. The chemical treatments are administered on a 3-year cycle. Village roadways with a large ash tree population (i.e. W. Pierner Place) will be given priority. DPW will apply for Urban Forestry Grants (UFG) from the WDNR to help offset costs. The UFGs participates \$25,000 matching funds towards the project. However, the grant is competitive. The Village has been successful in securing funding in 2013 & 2014.

The WDNR grant activities include, but are not limited to:

- Emerald Ash Borer (EAB) Survey & Treatment
- Tree Removal
- Tree Re-Planting
- Ordinance Revisions
- Public Education & Outreach

Project Justification: Save the existing ash tree canopy.

Project Picture / Map:

Project #: DPW/17-21/F **Department:** Public Works

Project Name: Village Identification Signs (street name signs)

Total Project Cost: \$5,000 **Estimated Life of Project:** 15-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Replacement of Village street name signs due to age and non-compliance with the latest Manual of Uniform Traffic Control Devices (MUTCD). This is a multi-year project. In the early 1990's the Village replaced the street name signs throughout the Village. The new MUTCD has revised the standards for street name signs and retro-reflectivity. The Village is required to have a plan to meet the new requirements by 2018. The existing signs are showing cracking and no longer meet the retro-reflectivity requirements due to age. In 2012 a new sign design was selected and the Department will use the design for ongoing maintenance replacements until 2016. It is anticipated that a major replacement program will start in 2017 and extend through 2021.

Project Justification: MUTCD requirement.

Project Picture / Map:



2020 PROJECT COST

Project Description	Project Number	2020 Total Project Cost	GO Debt	Property Tax Levy	Grants & Aids	Trusts & Donations	Fund Balance	Unfunded Requests
Available Funds			\$600,000	\$372,000			\$15,000	
Community Services								
Cracksealing		\$20,000	\$20,000					
Re-Paving Program		\$300,000	\$300,000					
Sidewalk Connection Plan	2019 project	\$100,000						\$100,000
Bike Trail Improvements	2019 project	\$275,000						\$275,000
Boundary Signs	2019 project	\$10,000						\$10,000
Police Department								
Police Protective Services		\$5,000		\$5,000				
Police Vehicles		\$148,000		\$148,000				
Body Worn Cameras	2017 Project	\$57,600						\$57,600
Police Motorcycle Unit	2017 project	\$60,000						\$60,000
Fire Department								
Annual contribution for capital		\$225,000	\$225,000					
Dispatch Center								
Annual contribution for capital		\$27,000	\$27,000					
Manager's Office								
Computer replacement program		\$12,000		\$12,000				
Window Replacment		\$15,000		\$15,000				
Library								
Security Camera System Upgrade		\$15,000						\$15,000
Furniture Replacement		\$9,000						\$9,000
Express Self Service (Phase 1)		\$112,000						\$112,000
Automated Materials Handling (Phase 2)		\$87,000						\$87,000
Patio Removal/remodel and landscaping	2019 project	\$15,000						\$15,000
Carpet Replacement	2018 project	\$78,000						\$78,000
Staff PCs and Peripherals	2018 project	\$26,200						\$26,200
Window Replacment	2017 project	\$34,000						\$34,000
Park and Recreation								
Wibit Obstacle	2017 project	\$50,000						\$50,000
Public Works								
Bucket Truck Replacement		\$110,000		\$110,000				
Beautification Projects		\$5,000		\$5,000				
Shop Tools & Equipment		\$15,000		\$15,000				
Emerald Ash Borer Treatment		\$25,000		\$25,000				
Village Identification Signs		\$5,000		\$5,000				
Total		\$1,840,800	\$572,000	\$340,000	\$0	\$0	\$0	\$928,800
Balance			\$28,000	\$32,000			\$75,000	

Project #: DPW/17-21/G **Department:** Public Works

Project Name: Re-Paving Program

Total Project Cost: \$300,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$300,000	\$300,000	\$300,000	\$300,000	\$500,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: This Program addresses failing pavements that are primarily local residential streets that see mostly light traffic throughout the day. The rehabilitation consists of asphalt pulverization and asphalt relay. This method has served the Village well for approximately 20 years and produces a useful pavement life of about 30 years under normal conditions and proper maintenance by crack-sealing the pavement (separate CIP item).

Project Justification: Pavement replacement is essential to ensure safe passage of vehicles. Pavement replacement within the 30-year life cycle ensures greater costs are avoided at later dates due to deteriorated pavement structures.

Project Picture / Map:



07/10/14

Project #: OT **Department:** CSD

Project Name: Cracksealing

Total Project Cost: \$50,000 **Estimated Life of Project:** 7 years

Expenditure Detail:

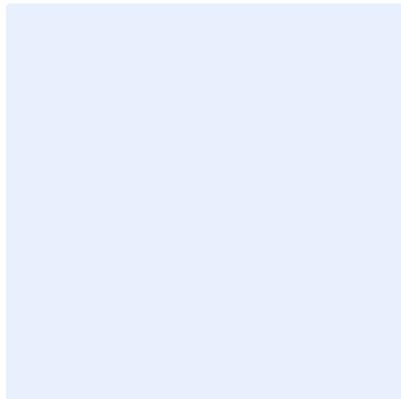
Year	2017	2018	2019	2020	2021
Budget	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: As part of the Village’s annual street repaving program we also seek to crackseal streets throughout the Village in order to help extend the useful life of the roadway surface. The cracksealing takes place on many streets throughout the Village as determined based on roadway ratings monitored by Engineering Staff.

Project Justification: Cracksealing is done to help preserve the life of asphalt roadways so that it does not need to be repaved as often.

Project Picture / Map:



Project #: PD17-1 **Department:** POLICE

Project Name: POLICE VEHICLE REPLACEMENT

Total Project Cost: \$98,000.00 **Estimated Life of Project:** 5 YEARS

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$98,000.00	\$140,000.00	\$103,000.000	\$148,000.00	\$110,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Police squad car replacement – purchase two marked Ford Police Interceptor SUV’s and related equipment.

Project Justification: Replacement of the squads is part of the regular rotation due to mileage, use, technology and equipment updates and changes.

Project Picture / Map:



Project #: PD17-2 **Department:** POLICE

Project Name: POLICE PROTECTIVE SERVICE UPGRADE

Total Project Cost: \$61,300 **Estimated Life of Project:** 5 YEARS

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$61,300	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Upgrade Department Protective Service equipment to facilitate individual officer deployment without the sharing of duty essential equipment.

Project Justification: The Department currently lacks the ability to mass deploy officers due to individual equipment shortages. Funding this project will allow officers to deploy fully equipped with equipment deemed essential.

Project Picture / Map:

Upgrade includes the following:

Individual Body Armor Replacement	\$3,500
Portable Radios	\$27,000
TASER	\$9,700
OC Spary	\$700
Patrol Rifles	\$17,000
Squad Deployed Body Armor (rifle plate carriers)	\$2,400
Defense and Arrest Training Equipment	\$1,000

Project #: OT **Department:** Manager's Office

Project Name: Computer Replacement

Total Project Cost: \$12,000

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	12,000	12,000	12,000	12,000	12,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Typically four computers are replaced with the remaining funds going to any software or other upgrades that may be appropriate with the new PC, for example; key boards, mice, monitors, etc. The monetary breakdown would be \$7,000 for Village Hall and DPW and \$5,000 for the Police Department.

Project Justification: The workstations must be updated to ensure they remain in proper working order and to address changes in technology. The program replaces and upgrades aging computer workstation as they become out of date

Project Picture / Map:



Project #: OT **Department:** Manager's Office

Project Name: Window Replacement

Total Project Cost: \$75,000

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	15,000	15,000	15,000	15,000	15,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The windows need to be replaced in the police department, health department, inspection department, water department, and engineering department.

Project Justification: The windows are leaking in between the glass and are less energy efficient.

Project Picture / Map:



Project #: DPW/20/01 **Department:** Public Works

Project Name: Bucket Truck Replacement

Total Project Cost: \$110,000 **Estimated Life of Project:** 10-years

Expenditure Detail:

Year	2017	2018	2019	2020	2020
Budget	\$	\$	\$	\$110,000	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: As the trees planted in the 1990’s continue to grow a small bucket truck is required for pruning. The department will still need to rent a larger bucket truck, but this will be diminished since the smaller truck can be used for the lower portions of large trees. The potential addition of banners on Bradley Road and the holiday wreaths in the Original Village requires the need for a small bucket or lift truck for installation, changes, removal and maintenance. DPW is requesting the purchase of a 1 ton + chassis with utility body and 30 foot bucket for tree trimming of small trees, maintenance of light fixtures and banners.

Project Justification: The bucket truck is an important piece of equipment used during forestry operations and used for banner/holiday decoration hanging.

Project Picture / Map:



Project #: DPW/17-21/A **Department:** Public Works

Project Name: All Shop Tools & Equipment

Total Project Cost: \$15,000 **Estimated Life of Project:** 10-years

Expenditure Detail:

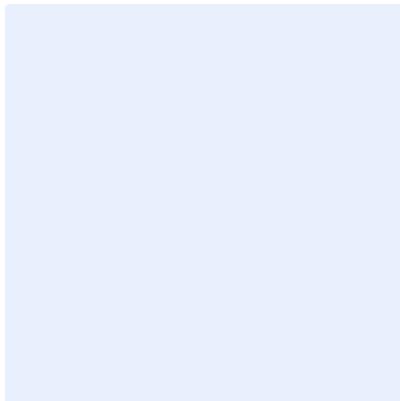
Year	2017	2018	2019	2020	2021
Budget	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: General small shop tools and shop equipment for purchase/replacement in 2017 through 2021 includes: Power Drills, Pavement Saws, Stumper, Spreader/Sprayer (\$10,000) and Miscellaneous Shop Equipment.

Project Justification: The equipment is requested for replacement of aging existing equipment. The existing equipment is outdated and in some cases non-functional. Maintenance costs are exceeding the costs of replacement.

Project Picture / Map:



Project #: DPW/17-21/D **Department:** Public Works

Project Name: Beautification Projects

Total Project Cost: \$5,000 **Estimated Life of Project:** 1-year

Expenditure Detail:

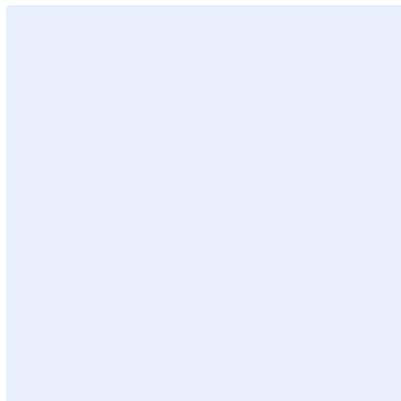
Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: During the summer months (May thru September) DPW undertakes several Beautification projects throughout the Village. Beautification include: Planter bed replacements, Perennial planting, Shrub planting, Tree planting, Landscaping stone (river stone), and mulching at the Village Hall, Library and all median planter beds (includes edge trimmer).

Project Justification: One of the Village goals is to be a “Beautiful Suburban Community”.

Project Picture / Map:



Project #: DPW/17-21/C **Department:** Public Works

Project Name: Emerald Ash Borer (EAB) Treatment

Total Project Cost: \$50,000 (\$25K Grants) **Estimated Life of Project:** 2-year

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Emerald Ash Borer (EAB) has been detected and is present within the Village. In order to preserve the existing ash tree canopy DPW will be administering trunk injected chemical treatments throughout the Village’s ash tree population. The chemical treatments are administered on a 3-year cycle. Village roadways with a large ash tree population (i.e. W. Pierner Place) will be given priority. DPW will apply for Urban Forestry Grants (UFG) from the WDNR to help offset costs. The UFGs participates \$25,000 matching funds towards the project. However, the grant is competitive. The Village has been successful in securing funding in 2013 & 2014.

The WDNR grant activities include, but are not limited to:

- Emerald Ash Borer (EAB) Survey & Treatment
- Tree Removal
- Tree Re-Planting
- Ordinance Revisions
- Public Education & Outreach

Project Justification: Save the existing ash tree canopy.

Project Picture / Map:

Project #: DPW/17-21/F **Department:** Public Works

Project Name: Village Identification Signs (street name signs)

Total Project Cost: \$5,000 **Estimated Life of Project:** 15-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Replacement of Village street name signs due to age and non-compliance with the latest Manual of Uniform Traffic Control Devices (MUTCD). This is a multi-year project. In the early 1990's the Village replaced the street name signs throughout the Village. The new MUTCD has revised the standards for street name signs and retro-reflectivity. The Village is required to have a plan to meet the new requirements by 2018. The existing signs are showing cracking and no longer meet the retro-reflectivity requirements due to age. In 2012 a new sign design was selected and the Department will use the design for ongoing maintenance replacements until 2016. It is anticipated that a major replacement program will start in 2017 and extend through 2021.

Project Justification: MUTCD requirement.

Project Picture / Map:



2021 PROJECT COST

Project Description	Project Number	2021 Total Project Cost	GO Debt	Property Tax Levy	Grants & Aids	Trusts & Donations	Fund Balance	Unfunded Requests
Available Funds			\$1,000,000	\$372,000			\$15,000	
Community Services								
Web Based GIS		\$50,000		\$50,000				
Cracksealing		\$20,000	\$20,000					
Re-Paving Program		\$500,000	\$500,000					
Boundary Signs		\$10,000						\$10,000
Sidewalk Connection Plan	2019 project	\$100,000						\$100,000
Bike Trail Improvements	2019 project	\$275,000						\$275,000
Police Department								
Police Vehicles		\$110,000		\$110,000				
Police Protective Services		\$5,000		\$5,000				
Body Worn Cameras	2017 Project	\$57,600						\$57,600
Police Motorcycle Unit	2017 project	\$60,000						\$60,000
Fire Department								
Annual contribution for capital		\$230,000	\$230,000					
Dispatch Center								
Annual contribution for capital		\$27,000	\$27,000					
Manager's Office								
Computer replacement program		\$12,000		\$12,000				
Window Replacement		\$15,000						\$15,000
LED Light Replacement		\$50,000						\$50,000
Library								
Parking Lot Resurfacing		\$42,000	\$42,000					
Security Camera System Upgrade	2020 project	\$15,000						\$15,000
Furniture Replacement	2020 project	\$9,000						\$9,000
Express Self Service (Phase 1)	2020 project	\$112,000						\$112,000
Automated Materials Handling (Phase 2)	2020 project	\$87,000						\$87,000
Patio Removal/remodel and landscaping	2019 project	\$15,000						\$15,000
Carpet Replacement	2018 project	\$78,000						\$78,000
Staff PCs and Peripherals	2018 project	\$26,200						\$26,200
Window Replacment	2017 project	\$34,000						\$34,000
Park and Recreation								
Wibit Obstacle	2017 project	\$50,000						\$50,000
Public Works								
Roller Replacement		\$40,000		\$40,000				
Beautification Projects		\$5,000		\$5,000				
Shop Tools & Equipment		\$15,000		\$15,000				
Emerald Ash Borer Treatment		\$25,000		\$25,000				
Village Identification Signs		\$5,000		\$5,000				
Total		\$2,079,800	\$819,000	\$267,000	\$0	\$0	\$0	\$993,800
Balance			\$181,000	\$105,000			\$301,000	

Project #: DPW/17-21/G **Department:** Public Works

Project Name: Re-Paving Program

Total Project Cost: \$300,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$300,000	\$300,000	\$300,000	\$300,000	\$500,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: This Program addresses failing pavements that are primarily local residential streets that see mostly light traffic throughout the day. The rehabilitation consists of asphalt pulverization and asphalt relay. This method has served the Village well for approximately 20 years and produces a useful pavement life of about 30 years under normal conditions and proper maintenance by crack-sealing the pavement (separate CIP item).

Project Justification: Pavement replacement is essential to ensure safe passage of vehicles. Pavement replacement within the 30-year life cycle ensures greater costs are avoided at later dates due to deteriorated pavement structures.

Project Picture / Map:



07/10/14

Project #: OT **Department:** CSD

Project Name: Cracksealing

Total Project Cost: \$50,000 **Estimated Life of Project:** 7 years

Expenditure Detail:

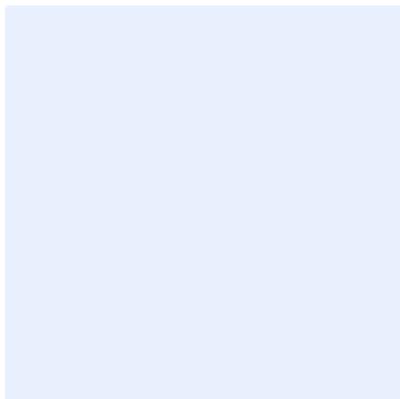
Year	2017	2018	2019	2020	2021
Budget	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: As part of the Village’s annual street repaving program we also seek to crackseal streets throughout the Village in order to help extend the useful life of the roadway surface. The cracksealing takes place on many streets throughout the Village as determined based on roadway ratings monitored by Engineering Staff.

Project Justification: Cracksealing is done to help preserve the life of asphalt roadways so that it does not need to be repaved as often.

Project Picture / Map:



Project #: OT **Department:** CSD

Project Name: Web Based GIS

Total Project Cost: \$70,000 **Estimated Life of Project:** 10 years

Expenditure Detail:

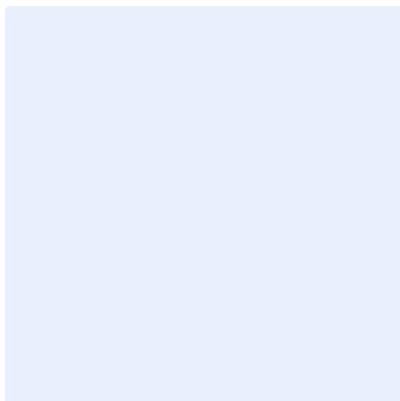
Year	2017	2018	2019	2020	2021
Budget	\$20,000	\$	\$	\$	\$50,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The Village’s web based GIS map system continues to be updated. We are looking to add more data including signage and tree inventory to help monitor municipal assets. The budgeted amount in 2021 contemplates future maintenance and mapping additions.

Project Justification: The Village’s GIS system is rounding into form. The new system provides great functionality and is only missing a few key utility details (i.e water) to make it more complete and robust. By adding further data it will create efficiencies for maintenance personnel and create an easier platform for system inventories.

Project Picture / Map:



Project #: PD17-1 **Department:** POLICE

Project Name: POLICE VEHICLE REPLACEMENT

Total Project Cost: \$98,000.00 **Estimated Life of Project:** 5 YEARS

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$98,000.00	\$140,000.00	\$103,000.000	\$148,000.00	\$110,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Police squad car replacement – purchase two marked Ford Police Interceptor SUV’s and related equipment.

Project Justification: Replacement of the squads is part of the regular rotation due to mileage, use, technology and equipment updates and changes.

Project Picture / Map:



Project #: PD17-2 **Department:** POLICE

Project Name: POLICE PROTECTIVE SERVICE UPGRADE

Total Project Cost: \$61,300 **Estimated Life of Project:** 5 YEARS

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$61,300	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Upgrade Department Protective Service equipment to facilitate individual officer deployment without the sharing of duty essential equipment.

Project Justification: The Department currently lacks the ability to mass deploy officers due to individual equipment shortages. Funding this project will allow officers to deploy fully equipped with equipment deemed essential.

Project Picture / Map:

Upgrade includes the following:

Individual Body Armor Replacement	\$3,500
Portable Radios	\$27,000
TASER	\$9,700
OC Spary	\$700
Patrol Rifles	\$17,000
Squad Deployed Body Armor (rifle plate carriers)	\$2,400
Defense and Arrest Training Equipment	\$1,000

Project #: OT **Department:** Manager's Office

Project Name: Computer Replacement

Total Project Cost: \$12,000

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	12,000	12,000	12,000	12,000	12,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Typically four computers are replaced with the remaining funds going to any software or other upgrades that may be appropriate with the new PC, for example; key boards, mice, monitors, etc. The monetary breakdown would be \$7,000 for Village Hall and DPW and \$5,000 for the Police Department.

Project Justification: The workstations must be updated to ensure they remain in proper working order and to address changes in technology. The program replaces and upgrades aging computer workstation as they become out of date

Project Picture / Map:



Project #: LIB/21/1 **Department:** Library

Project Name: Parking lot resurfacing and light pole refinishing

Total Project Cost: \$42,000 **Estimated Life of Project:** 18-20 years

Expenditure Detail:

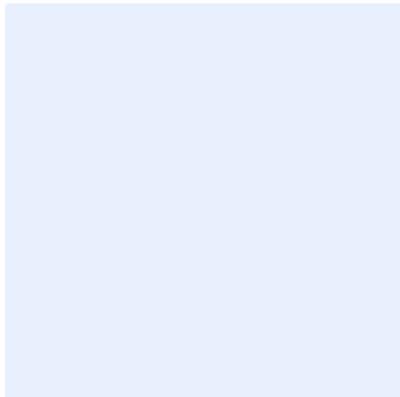
Year	2016	2017	2018	2019	2020
Budget	0T	0T	0T	0T	42,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Repave/resurface and restripe library parking lot, refinish parking lot light poles, replace parking lot light lenses.

Project Justification: Parking lot was last resurfaced/repaved in 2003 and will require repair. Parking lot lights were installed in 1992. Metal finish has worn and flaked, and lenses have become cracked or discolored.

Project Picture / Map:



Project #: DPW/21/01 **Department:** Public Works

Project Name: Roller (1-Ton) Replacement

Total Project Cost: \$40,000 **Estimated Life of Project:** 15-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$	\$	\$	\$	\$40,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: DPW is requesting the purchase of a new 1-ton vibratory roller to replace the existing unit due to age, rising maintenance costs, availability of parts, safety to public and driver. The vibratory roller is used for asphalt patching operations.

Project Justification: The roller allows small hot-mix asphalt patching to be performed internally by DPW staff rather than contracting the services out. The roller is also used in shouldering operations after roadways are re-paved.

Project Picture / Map:



Project #: DPW/17-21/A **Department:** Public Works

Project Name: All Shop Tools & Equipment

Total Project Cost: \$15,000 **Estimated Life of Project:** 10-years

Expenditure Detail:

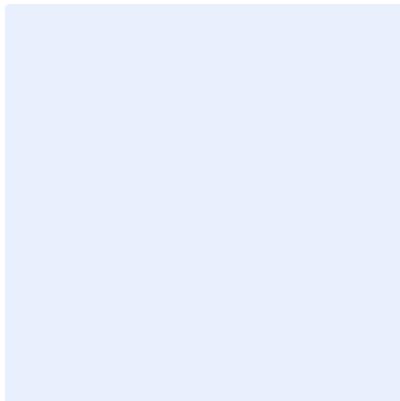
Year	2017	2018	2019	2020	2021
Budget	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: General small shop tools and shop equipment for purchase/replacement in 2017 through 2021 includes: Power Drills, Pavement Saws, Stumper, Spreader/Sprayer (\$10,000) and Miscellaneous Shop Equipment.

Project Justification: The equipment is requested for replacement of aging existing equipment. The existing equipment is outdated and in some cases non-functional. Maintenance costs are exceeding the costs of replacement.

Project Picture / Map:



Project #: DPW/17-21/D **Department:** Public Works

Project Name: Beautification Projects

Total Project Cost: \$5,000 **Estimated Life of Project:** 1-year

Expenditure Detail:

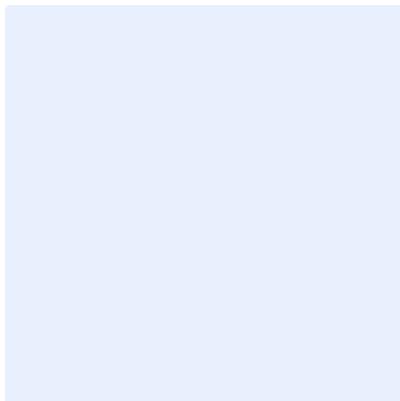
Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: During the summer months (May thru September) DPW undertakes several Beautification projects throughout the Village. Beautification include: Planter bed replacements, Perennial planting, Shrub planting, Tree planting, Landscaping stone (river stone), and mulching at the Village Hall, Library and all median planter beds (includes edge trimmer).

Project Justification: One of the Village goals is to be a “Beautiful Suburban Community”.

Project Picture / Map:



Project #: DPW/17-21/C **Department:** Public Works

Project Name: Emerald Ash Borer (EAB) Treatment

Total Project Cost: \$50,000 (\$25K Grants) **Estimated Life of Project:** 2-year

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Emerald Ash Borer (EAB) has been detected and is present within the Village. In order to preserve the existing ash tree canopy DPW will be administering trunk injected chemical treatments throughout the Village’s ash tree population. The chemical treatments are administered on a 3-year cycle. Village roadways with a large ash tree population (i.e. W. Pierner Place) will be given priority. DPW will apply for Urban Forestry Grants (UFG) from the WDNR to help offset costs. The UFGs participates \$25,000 matching funds towards the project. However, the grant is competitive. The Village has been successful in securing funding in 2013 & 2014.

The WDNR grant activities include, but are not limited to:

- Emerald Ash Borer (EAB) Survey & Treatment
- Tree Removal
- Tree Re-Planting
- Ordinance Revisions
- Public Education & Outreach

Project Justification: Save the existing ash tree canopy.

Project Picture / Map:

Project #: DPW/17-21/F **Department:** Public Works

Project Name: Village Identification Signs (street name signs)

Total Project Cost: \$5,000 **Estimated Life of Project:** 15-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Replacement of Village street name signs due to age and non-compliance with the latest Manual of Uniform Traffic Control Devices (MUTCD). This is a multi-year project. In the early 1990's the Village replaced the street name signs throughout the Village. The new MUTCD has revised the standards for street name signs and retro-reflectivity. The Village is required to have a plan to meet the new requirements by 2018. The existing signs are showing cracking and no longer meet the retro-reflectivity requirements due to age. In 2012 a new sign design was selected and the Department will use the design for ongoing maintenance replacements until 2016. It is anticipated that a major replacement program will start in 2017 and extend through 2021.

Project Justification: MUTCD requirement.

Project Picture / Map:



ENTERPRISE FUNDS

Project Description	Project Number	2016 Total Project Cost	User Fees	Grants & Aids	Fund Balance	Debt
Sewer Projects						
Inflow/Infiltration Control	SAN/16/01	\$325,000	\$200,000			\$125,000
PPI&I	SAN/16/02	\$100,000		\$100,000		
Lateral Replacement (Coordinated Projects)	SAN/16/03	\$150,000		\$150,000		
Generator Replacement	SAN/16/03	\$40,000	\$40,000			
Sewer Total		\$615,000	\$240,000	\$250,000	\$0	\$125,000
StormWater Projects						
Ditch Rehabilitation Program	STM/16/01	\$200,000	\$200,000			
Bradley Road Box Culvert	STM/16/02	\$25,000				\$25,000
StormWater Total		\$225,000	\$200,000	\$0	\$0	\$25,000
Water Projects						
All Shop Tools/Equipment	WAT-001	\$4,000	\$4,000			
SCADA	WAT-002	\$4,000	\$4,000			
Main Relays	WAT-004	\$375,000				\$375,000
Coordinated projects	WAT-016	\$0				
Booster disinfection	WAT-005	\$5,000	\$5,000			
Water Meter Reading System Replacement	WAT-011	\$1,500	\$1,500			
Computers	WAT-012	\$2,500	\$2,500			
Dump truck repairs	WAT-013	\$3,000	\$3,000			
Hydrants, Valve Services	WAT-015	\$30,000	\$30,000			
Hydrant and Valve Replacement	WAT-015	\$10,000	\$10,000			
Water Total		\$435,000	\$60,000	\$0	\$0	\$375,000

2017

ENTERPRISE

PROJECT

COST

Project Description	Project Number	2017 Total Project Cost	User Fees	Grants & Aids	Fund Balance	Debt
Sewer Projects						
Inflow/Infiltration Control	SAN/17/01	\$325,000	\$200,000			\$125,000
PPI&I	SAN/17/02	\$100,000		\$100,000		
Lateral Replacement (Coordinated Projects)	SAN/17/03	\$150,000		\$150,000		
Generator Replacement	SAN/16/03	\$40,000	\$40,000			
Sewer Total		\$615,000	\$240,000	\$250,000	\$0	\$125,000
StormWater Projects						
Ditch Rehabilitation Program	STM/17/01	\$200,000	\$200,000			
Bradley Road Box Culvert	STM/17/02	\$175,000				\$175,000
Churchill Basin Naturalization	STM/17/02	\$25,000				\$25,000
StormWater Total		\$400,000	\$200,000	\$0	\$0	\$200,000
Water Projects						
All Shop Tools/Equipment	WAT-001	\$4,000	\$4,000			
SCADA	WAT-002	\$4,000	\$4,000			
Main Relays	WAT-004	\$527,000				\$527,000
Coordinated projects	WAT-016	\$0				
Booster disinfection	WAT-005	\$5,000	\$5,000			
Water Meter Reading System Replacement	WAT-011	\$1,500	\$1,500			
Dump truck repairs	WAT-013	\$3,000	\$3,000			
Hydrants, Valve Services	WAT-015	\$30,000	\$30,000			
Water Total		\$574,500	\$47,500	\$0	\$0	\$527,000

Project #: SAN/17-21/A **Department:** Public Works

Project Name: Inflow & Infiltration Control

Total Project Cost: \$325,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

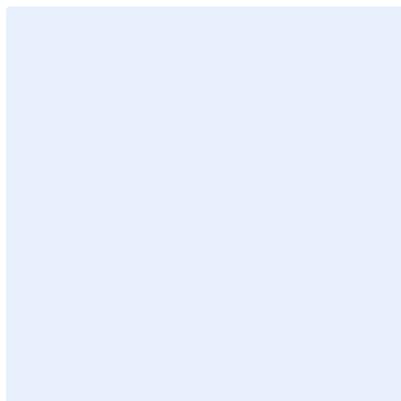
Year	2017	2018	2019	2020	2021
Budget	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Investigate, test and seal, CIPP line mainline sewers that have ground water and rain induced water entering via cracks and joints. The project is proposed to develop into a long term testing and sealing program. The project ensures the Village complies with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO's) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings.

Project Justification: Sewer pipeline maintenance is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations.

Project Picture / Map:



Project #: SAN/17-21/B **Department:** Public Works

Project Name: Private Property Inflow/Infiltration Program (PPI/I)

Total Project Cost: \$100,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

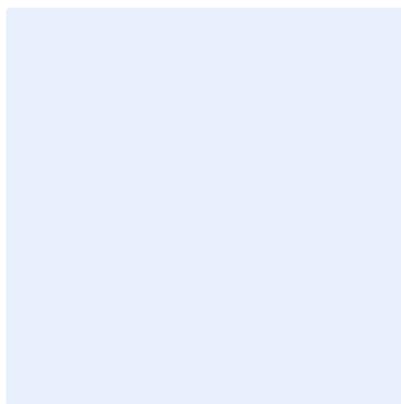
Year	2017	2018	2019	2020	2021
Budget	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Investigate, test and seal, CIPP line, or replace laterals on private property that have ground water and rain induced water entering via cracks and joints. The lateral sealing area south of Dean and west of 60th will be the first section to be in the program and then the Betty/Range area east of 60th. The project is proposed to develop into a long term lateral inspection and sealing program with details to be developed in late 2014 into 2015. Comply with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO's) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings. From 2010 through 2020 MMSD is providing funds for this type of project.

Project Justification: The PPI&I sewer lateral program is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations. Lateral pipeline length far exceeds sewer mainline piping in the Village.

Project Picture / Map:



Project #: SAN/17-21/C **Department:** Public Works

Project Name: Coordinated Project – Lateral Replacement

Total Project Cost: \$150,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

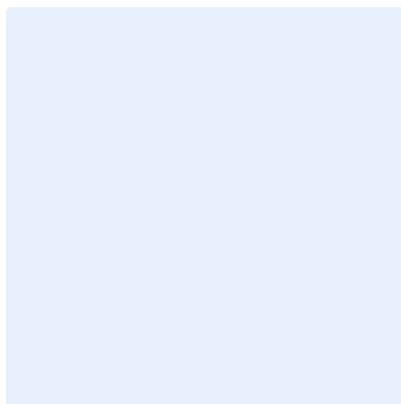
Year	2017	2018	2019	2020	2021
Budget	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The sanitary sewer laterals will be replaced during the coordinated project with the Water Dept. and Street Re-Paving Program. Replacing aging laterals is critical in prevent I/I from entering the Village’s sewerage collection system which ultimately reduces the potential for basement back-ups. The project ensures the Village complies with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO’s) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings.

Project Justification: The sewer lateral replacement program is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations. Lateral pipeline length far exceeds sewer mainline piping in the Village.

Project Picture / Map:



Project #: SAN/17/01 **Department:** Public Works

Project Name: Generator Replacement

Total Project Cost: \$40,000 **Estimated Life of Project:** 20-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$40,000	\$	\$	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The sanitary sewer generator is due for replacement in 2017 due to age and decreased functionality/reliability. The replacement was delayed after a draw test was performed in 2015 and found the equipment to be working in satisfactory condition. The generator is a critical piece of back-up equipment to ensure the lift station remains in operation during a power outage which ultimately prevents basement back-ups.

Project Justification: The sewer generator operates the lift station during a power failure and is required to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations.

Project Picture / Map:



Project #: STM/17-21/A **Department:** Public Works

Project Name: Ditch Rehab Program

Total Project Cost: \$200,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

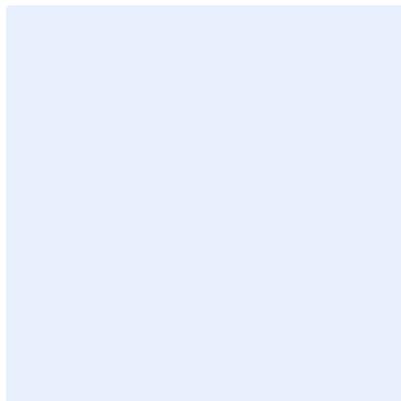
Year	2017	2018	2019	2020	2021
Budget	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The DPW crews have been rehabilitation roadside ditches and replacing driveway culverts since the ditch rehab program began in 1999. DPW intends to continue the program for the foreseeable future. The ditch rehab program is funded through storm sewer user fees. The program is important with ensuring the Village remains in compliance with the WDNR NR 216 stormwater permit. The program cleans ditches and replaces culverts to prevent ponding water and flooding within roadside ditches. The program usually follows the coordinated project schedule and annual roadway re-paving program. The work is completed by DPW personnel. The cost for the program is supplies/materials.

Project Justification: The ditch rehab program is part of the Village’s NR216 permit compliance and required to achieve total suspended solids (TSS) removal goals as mandated by the WDNR.

Project Picture / Map:



Project #: STM/17/01 **Department:** Public Works

Project Name: W. Bradley Road Box Culvert Replacement

Total Project Cost: \$200,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

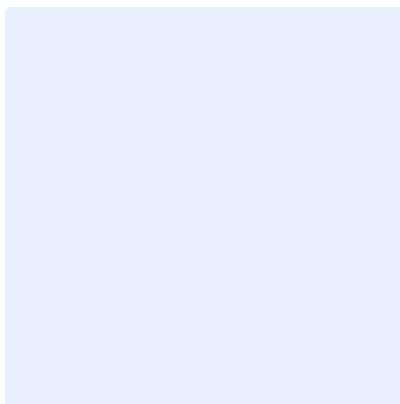
Year	2016	2017	2018	2019	2020
Budget	\$25,000	\$175,000	\$	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Replace the concrete box culvert, including both endwalls, that crosses W. Bradley Rd. just west of N. Green Bay Rd.; also include some minor streambank stabilization adjacent to the endwalls. Maintenance of the structure has been non-existent for many years. ½ of culvert is in Brown Deer, ½ in the City of Milwaukee, and staff is attempting to gain cooperation and cost-sharing w/Milwaukee. However, because Milwaukee participation is uncertain at this point, the entire reconstruction cost is shown to be borne by the Village.

Project Justification: Culvert is very old, exact age unknown. Ayres Assoc. has inspected the structure and has submitted a report authorized by a structural engineer recommending replacement of the structure. This will help protect the public safety and welfare and preserve the Village's investment in infrastructure.

Project Picture / Map:



Project #: STM/18/01 **Department:** Public Works

Project Name: Churchill Basin Naturalization

Total Project Cost: \$200,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

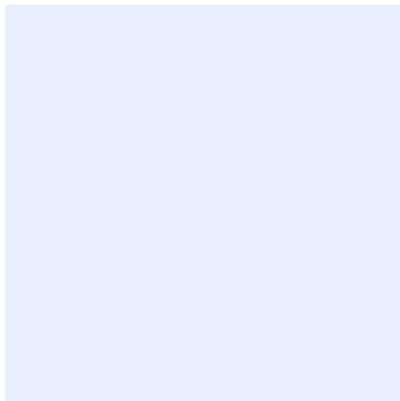
Year	2017	2018	2019	2020	2021
Budget	\$25,000	\$175,000	\$	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: This project consists of the removal of the concrete invert and the install of a meandering creek with natural plantings. It is proposed to obtain the county property at Willow/51st and add it to the basin with excavation for additional storage and storm water quality for the 50th drainage way that would discharge into it.

Project Justification: The original Churchill Basin was designed by MMSD as a flood control basin with no storm water quality benefits. This project provides for the water quality benefits, develops the site as a natural area for resident enjoyment and adds additional storage. This project is in compliance with WDNR regulations and meets NR216 and 151 requirements.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: All shop tools/equipment

Total Project Cost: \$4,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Water Utility Equipment

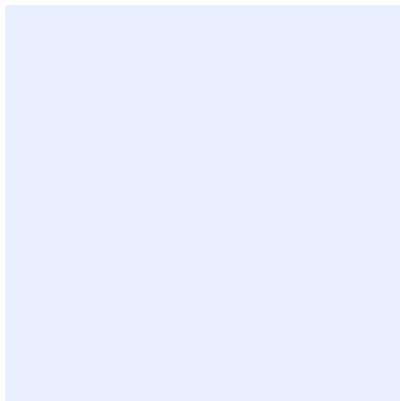
Year	2017	2018	2019	2020	2021
Budget	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Annual replacement of small equipment items as necessary

Project Justification: [Click here to enter text.](#)

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Supervisory Control and Data Acquisition (SCADA)

Total Project Cost: \$4,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Infrastructure Replacement

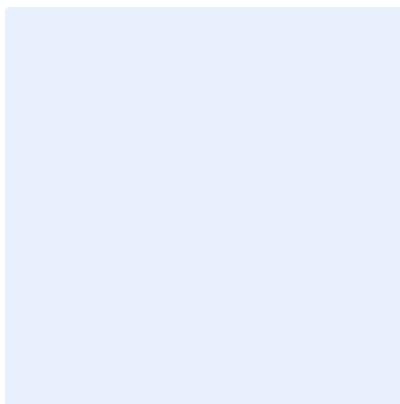
Year	2017	2018	2019	2020	2021
Budget	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Annual maintenance of SCADA equipment

Project Justification: SCADA system includes control equipment at each supply point, the standpipe, and at Village Hall. Radio communications are used to relay information from the remote sites to the control center in the Utility office. The system controls the operation of the water distribution system and chlorine booster station. SCADA system is equipment with an emergency dialer to contact Utility personnel if any alarms are triggered during system operation. If the SCADA system is not operating properly the tasks for supply flow, system pressure, and operational control must be performed manually around the clock. The SCADA system allows for unmanned operation during 2nd and 3rd shifts, therefore the SCADA system is a very cost effective tool to keep the system running and the operating costs to a minimum.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Water Main Relays

Total Project Cost: \$1,722,000 **Estimated Life of Project:** 30 years

Expenditure Detail: Water Main Infrastructure Replacement

Year	2017	2018	2019	2020	2021
Budget	\$527,000	\$275,000	\$235,000	\$220,000	\$370,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of deteriorated water main by relaying new water main, installing new hydrants, and valves, and new service connections.

Project Justification: This is part of a 30-year replacement program to relay corrosion deteriorated water mains installed in the 1950's and 60's. The projects are identified as problem areas in the utility's hot spot report. The projects are coordinated with the Village's street replacement program in an effort to help reduce costs and improve efficiency.

Project Picture / Map:

Name \ Year	2017	2018	2019	2020	2021
Terry Ave.		\$75,000			
51 st Street	\$252,000				
Teutonia Ave*	\$275,000				
Churchill		\$200,000			
50 th Street			\$150,000		
47 th Street			\$85,000		
61 st Street				\$220,000	
Joleno Ln.					\$250,000
Total	\$527,000	\$275,000	\$235,000	\$220,000	\$250,000

* Denotes project is not in conjunction with a street reconstruction project.

Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Booster Disinfection Station

Total Project Cost: \$5,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Equipment replacement

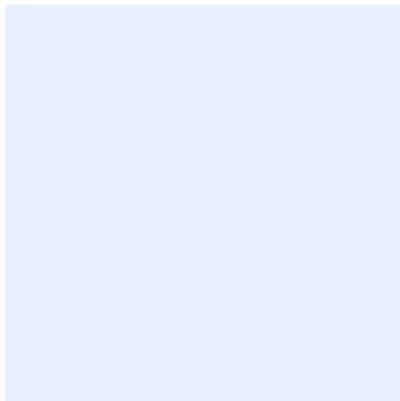
Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of instrumentation and equipment in the station that will help refine system operation and replace items that get worn out from the chemical feed.

Project Justification: The Utility installed a chloramines booster disinfection station in 2004 to improve chlorine residuals in the water system, especially during warmer water temperatures. In 2008, we modified operation of the station to only feed chlorine and not ammonia. This saves on chemical cost and simplifies the booster disinfection operation. The operation of the booster station has help reduce the amount of leaks in copper service laterals saving the Utility money by reducing the non-revenue water in the system.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Meter Reading Equipment

Total Project Cost: \$21,500

Estimated Life of Project: 20 years

Expenditure Detail: Meter reading – Equipment replacement

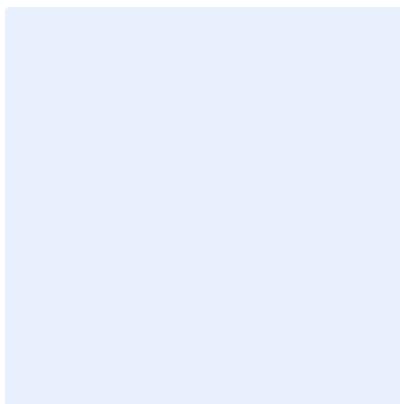
Year	2017	2018	2019	2020	2021
Budget	\$1,500	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of failing Orion meter reading units that are approaching the end of their lifecycle

Project Justification: In 2014 the Utility completed replacement of the old Trace meter reading technology with Badger Meter’s Orion and Beacon equipment. Badger meter also contributed a new meter reading laptop to the Utility in exchange for being a beta test site for their new technology. The new technology allows the utility to read meters via the latest radio technology which can be done in a mobile or fixed base network. The new technology allows the utility to improve customer service by addressing customer inquiries more efficiently and can even alert a customer to a potential leak inside of the home before the next meter reading cycle. Older Orion technology will need to be replaced as it fails. The money budget over the next 5 years addresses replacing the older Orion units that fail.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Dump Truck

Total Project Cost: \$130,000 **Estimated Life of Project:** 15 years

Expenditure Detail: Water - Equipment

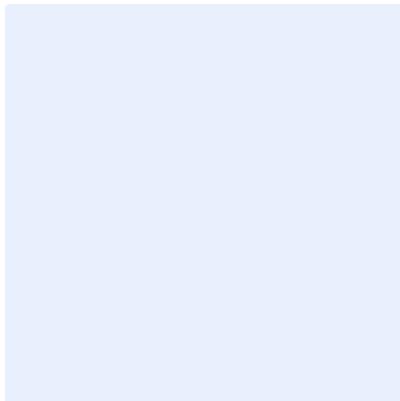
Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$125,000			

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Repairs to Utility dump truck and a new dump truck

Project Justification: The Water Utility’s current dump truck is 15 years old and needs to be replaced. Due to the age of the truck, significant maintenance is regularly performed on the truck so the cost is shown in the capital budget. The Utility is planning on using the proceeds from the sale of the backhoe, trailer, and the current dump truck to help offset the cost of the new dump truck. The Water Utility will rent the use of the dump truck to DPW as needed for hauling material to or from the DPW yard

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Hydrant and Valve replacement

Total Project Cost: \$30,000 annually **Estimated Life of Project:** 30 years

Expenditure Detail: Water - Equipment

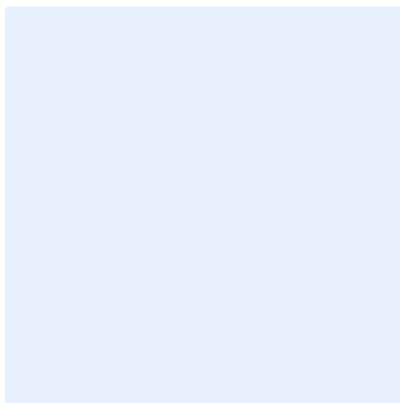
Year	2017	2018	2019	2020	2021
Budget	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replace defective hydrants and valves in distribution system

Project Justification: In 2012 the Utility jointly purchased a valve turning, and vacuum tank machine to aide in the operation and maintenance of distribution system valves. Over the past 2 years there have been a number of valves identified that need replacement so they Utility has budgeted funds to help in the replacement of a few valves every year. There are a number of older Iowa style hydrants in the distribution system. Operations of Iowa hydrants are good at this time but there are a few hydrants that are in need of repair. Repair parts for the Iowa hydrants are becoming difficult to obtain so the Utility has budgeted funds to help with the replaced of a few hydrants every year.

Project Picture / Map:



2018

ENTERPRISE

PROJECT

COST

Project Description	Project Number	2018 Total Project Cost	User Fees	Grants & Aids	Fund Balance	Debt
Sewer Projects						
Inflow/Infiltration Control	SAN/18/01	\$325,000	\$200,000			\$125,000
PPI&I	SAN/18/02	\$100,000		\$100,000		
Lateral Replacement (Coordinated Projects)	SAN/18/03	\$150,000		\$150,000		
Sewer Total		\$575,000	\$200,000	\$250,000	\$0	\$125,000
StormWater Projects						
Ditch Rehabilitation Program	STM/18/01	\$200,000	\$200,000			
Brooklane Basin (Dean rd. to 47th)	STM/18/04	\$25,000				\$25,000
Churchill Basin Naturalization	STM/18/02	\$175,000				\$175,000
StormWater Total		\$400,000	\$200,000	\$0	\$0	\$200,000
Water Projects						
All Shop Tools/Equipment	WAT-001	\$4,000	\$4,000			
SCADA	WAT-002	\$4,000	\$4,000			
Main Relays	WAT-004	\$275,000				\$275,000
Coordinated projects	WAT-016	\$0				
Booster disinfection	WAT-005	\$5,000	\$5,000			
Water Storage Facility Inspection	WAT-005	\$20,000	\$20,000			
Storage Tank Inspection	WAT-008	\$20,000				\$20,000
Water Meter Reading System Replacement	WAT-011	\$5,000	\$5,000			
Computers	WAT-012	\$2,500	\$2,500			
Dump truck repair	WAT-013	\$3,000	\$3,000			
Hydrants, Valve Services	WAT-015	\$30,000	\$30,000			
Water Total		\$368,500	\$73,500	\$0	\$0	\$295,000

Project #: SAN/17-21/A **Department:** Public Works

Project Name: Inflow & Infiltration Control

Total Project Cost: \$325,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

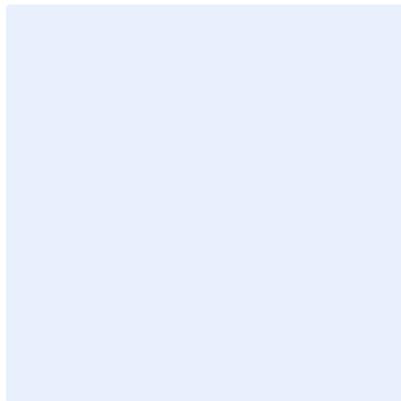
Year	2017	2018	2019	2020	2021
Budget	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Investigate, test and seal, CIPP line mainline sewers that have ground water and rain induced water entering via cracks and joints. The project is proposed to develop into a long term testing and sealing program. The project ensures the Village complies with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO’s) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings.

Project Justification: Sewer pipeline maintenance is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations.

Project Picture / Map:



Project #: SAN/17-21/B **Department:** Public Works

Project Name: Private Property Inflow/Infiltration Program (PPI/I)

Total Project Cost: \$100,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

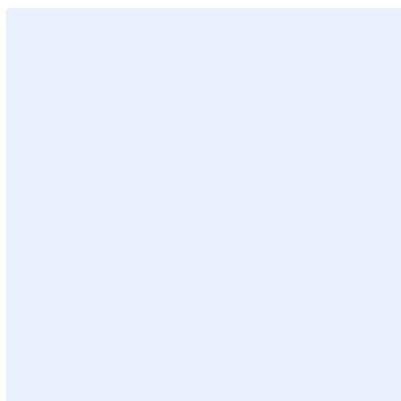
Year	2017	2018	2019	2020	2021
Budget	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Investigate, test and seal, CIPP line, or replace laterals on private property that have ground water and rain induced water entering via cracks and joints. The lateral sealing area south of Dean and west of 60th will be the first section to be in the program and then the Betty/Range area east of 60th. The project is proposed to develop into a long term lateral inspection and sealing program with details to be developed in late 2014 into 2015. Comply with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO's) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings. From 2010 through 2020 MMSD is providing funds for this type of project.

Project Justification: The PPI&I sewer lateral program is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations. Lateral pipeline length far exceeds sewer mainline piping in the Village.

Project Picture / Map:



Project #: SAN/17-21/C **Department:** Public Works

Project Name: Coordinated Project – Lateral Replacement

Total Project Cost: \$150,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

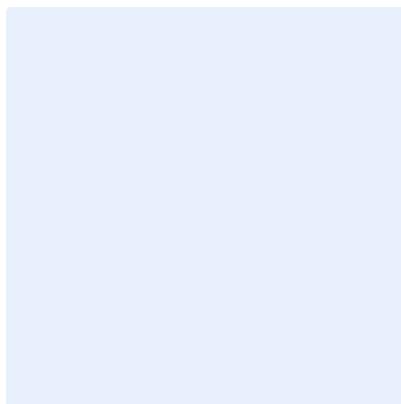
Year	2017	2018	2019	2020	2021
Budget	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The sanitary sewer laterals will be replaced during the coordinated project with the Water Dept. and Street Re-Paving Program. Replacing aging laterals is critical in prevent I/I from entering the Village’s sewerage collection system which ultimately reduces the potential for basement back-ups. The project ensures the Village complies with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO’s) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings.

Project Justification: The sewer lateral replacement program is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations. Lateral pipeline length far exceeds sewer mainline piping in the Village.

Project Picture / Map:



Project #: STM/17-21/A **Department:** Public Works

Project Name: Ditch Rehab Program

Total Project Cost: \$200,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

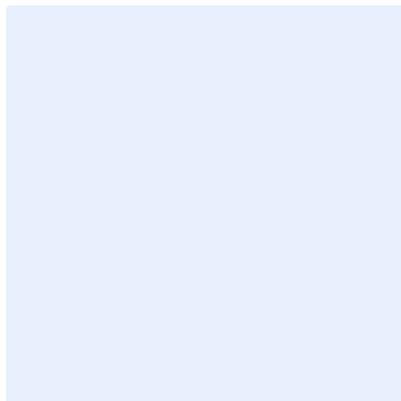
Year	2017	2018	2019	2020	2021
Budget	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The DPW crews have been rehabilitation roadside ditches and replacing driveway culverts since the ditch rehab program began in 1999. DPW intends to continue the program for the foreseeable future. The ditch rehab program is funded through storm sewer user fees. The program is important with ensuring the Village remains in compliance with the WDNR NR 216 stormwater permit. The program cleans ditches and replaces culverts to prevent ponding water and flooding within roadside ditches. The program usually follows the coordinated project schedule and annual roadway re-paving program. The work is completed by DPW personnel. The cost for the program is supplies/materials.

Project Justification: The ditch rehab program is part of the Village’s NR216 permit compliance and required to achieve total suspended solids (TSS) removal goals as mandated by the WDNR.

Project Picture / Map:



Project #: STM/19/01 **Department:** Public Works

Project Name: Brooklane Basin Naturalization

Total Project Cost: \$200,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

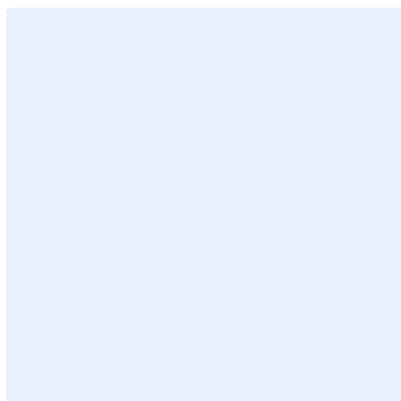
Year	2017	2018	2019	2020	2021
Budget	\$	\$25,000	\$175,000	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The Brooklane complex has an area next to South Branch Creek that it maintains as required green space to comply with Village zoning regulations. In 2010 Churchill Lane and 47th/48th were repaved and realigned. The right-of-way along the streets was re-graded (included a portion of Brooklane property) to the new road alignments. It is proposed to obtain an easement from Brooklane to use the portion of their property from 46th to 47th/48th and south of Churchill to the creek for additional stormwater storage.

Project Justification: The area between 47th and Dean Road has not been improved for additional storm water storage for the protection of property and storm water quality improvements for South Branch Creek and the Milwaukee River. The Brooklane Basin would provide both of these benefits. The portion of Brooklane Apartment property proposed for the basin has to remain as green space for zoning purposes. The highest and best use for this land would be for storm water improvements. This project is in compliance with WDNR regulations and meets NR216 and 151 requirements.

Project Picture / Map:



Project #: STM/18/01 **Department:** Public Works

Project Name: Churchill Basin Naturalization

Total Project Cost: \$200,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

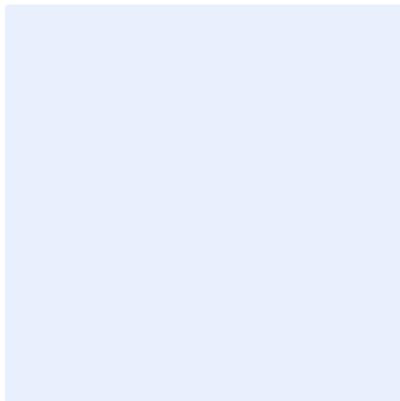
Year	2017	2018	2019	2020	2021
Budget	\$25,000	\$175,000	\$	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: This project consists of the removal of the concrete invert and the install of a meandering creek with natural plantings. It is proposed to obtain the county property at Willow/51st and add it to the basin with excavation for additional storage and storm water quality for the 50th drainage way that would discharge into it.

Project Justification: The original Churchill Basin was designed by MMSD as a flood control basin with no storm water quality benefits. This project provides for the water quality benefits, develops the site as a natural area for resident enjoyment and adds additional storage. This project is in compliance with WDNR regulations and meets NR216 and 151 requirements.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: All shop tools/equipment

Total Project Cost: \$4,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Water Utility Equipment

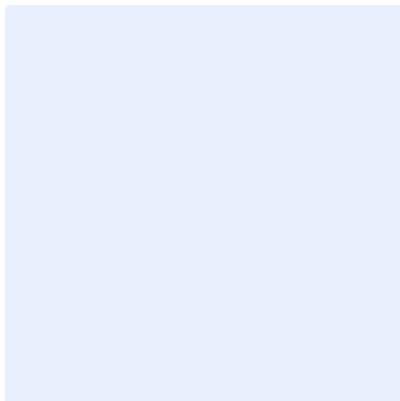
Year	2017	2018	2019	2020	2021
Budget	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Annual replacement of small equipment items as necessary

Project Justification: [Click here to enter text.](#)

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Supervisory Control and Data Acquisition (SCADA)

Total Project Cost: \$4,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Infrastructure Replacement

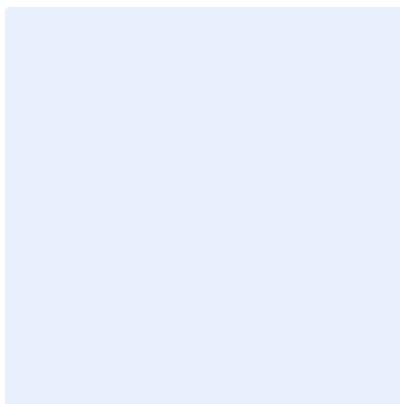
Year	2017	2018	2019	2020	2021
Budget	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Annual maintenance of SCADA equipment

Project Justification: SCADA system includes control equipment at each supply point, the standpipe, and at Village Hall. Radio communications are used to relay information from the remote sites to the control center in the Utility office. The system controls the operation of the water distribution system and chlorine booster station. SCADA system is equipment with an emergency dialer to contact Utility personnel if any alarms are triggered during system operation. If the SCADA system is not operating properly the tasks for supply flow, system pressure, and operational control must be performed manually around the clock. The SCADA system allows for unmanned operation during 2nd and 3rd shifts, therefore the SCADA system is a very cost effective tool to keep the system running and the operating costs to a minimum.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Water Main Relays

Total Project Cost: \$1,722,000 **Estimated Life of Project:** 30 years

Expenditure Detail: Water Main Infrastructure Replacement

Year	2017	2018	2019	2020	2021
Budget	\$527,000	\$275,000	\$235,000	\$220,000	\$370,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of deteriorated water main by relaying new water main, installing new hydrants, and valves, and new service connections.

Project Justification: This is part of a 30-year replacement program to relay corrosion deteriorated water mains installed in the 1950’s and 60’s. The projects are identified as problem areas in the utility’s hot spot report. The projects are coordinated with the Village’s street replacement program in an effort to help reduce costs and improve efficiency.

Project Picture / Map:

Name \ Year	2017	2018	2019	2020	2021
Terry Ave.		\$75,000			
51 st Street	\$252,000				
Teutonia Ave*	\$275,000				
Churchill		\$200,000			
50 th Street			\$150,000		
47 th Street			\$85,000		
61 st Street				\$220,000	
Joleno Ln.					\$250,000
Total	\$527,000	\$275,000	\$235,000	\$220,000	\$250,000

* Denotes project is not in conjunction with a street reconstruction project.

Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Booster Disinfection Station

Total Project Cost: \$5,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Equipment replacement

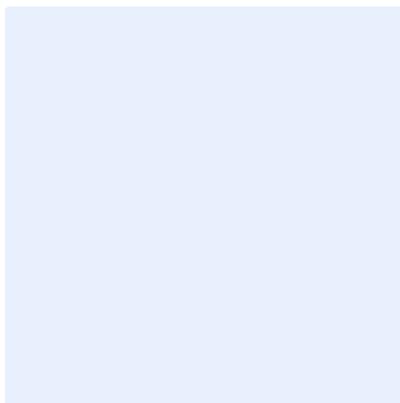
Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of instrumentation and equipment in the station that will help refine system operation and replace items that get worn out from the chemical feed.

Project Justification: The Utility installed a chloramines booster disinfection station in 2004 to improve chlorine residuals in the water system, especially during warmer water temperatures. In 2008, we modified operation of the station to only feed chlorine and not ammonia. This saves on chemical cost and simplifies the booster disinfection operation. The operation of the booster station has help reduce the amount of leaks in copper service laterals saving the Utility money by reducing the non-revenue water in the system.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Meter Reading Equipment

Total Project Cost: \$21,500

Estimated Life of Project: 20 years

Expenditure Detail: Meter reading – Equipment replacement

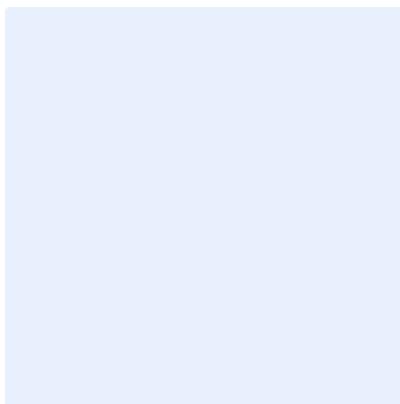
Year	2017	2018	2019	2020	2021
Budget	\$1,500	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of failing Orion meter reading units that are approaching the end of their lifecycle

Project Justification: In 2014 the Utility completed replacement of the old Trace meter reading technology with Badger Meter’s Orion and Beacon equipment. Badger meter also contributed a new meter reading laptop to the Utility in exchange for being a beta test site for their new technology. The new technology allows the utility to read meters via the latest radio technology which can be done in a mobile or fixed base network. The new technology allows the utility to improve customer service by addressing customer inquiries more efficiently and can even alert a customer to a potential leak inside of the home before the next meter reading cycle. Older Orion technology will need to be replaced as it fails. The money budget over the next 5 years addresses replacing the older Orion units that fail.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Computers

Total Project Cost: \$7,500 **Estimated Life of Project:** 3-5 years

Expenditure Detail: Water - Equipment

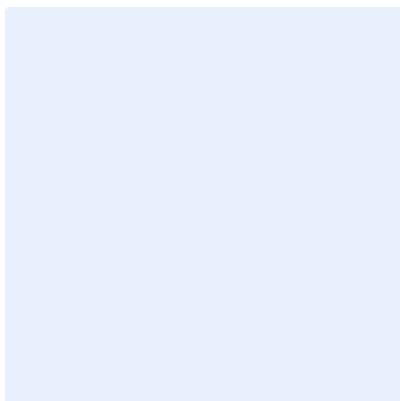
Year	2017	2018	2019	2020	2021
Budget	Click here to enter text.	\$2,500	Click here to enter text.	\$2,500	Click here to enter text.

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Upgrade office computer equipment

Project Justification: The Utility has 4 computers in the office, 1 in the utility garage, and 1 for meter reading. Since computer software and operating systems are improved significantly on a cycle of about 3-5 years, regular replacement of computers should be budgeted in this plan. Office computers are budgeted \$2,500 every other year

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Dump Truck

Total Project Cost: \$130,000 **Estimated Life of Project:** 15 years

Expenditure Detail: Water - Equipment

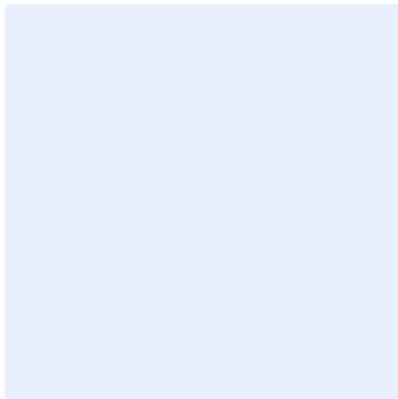
Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$125,000			

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Repairs to Utility dump truck and a new dump truck

Project Justification: The Water Utility’s current dump truck is 15 years old and needs to be replaced. Due to the age of the truck, significant maintenance is regularly performed on the truck so the cost is shown in the capital budget. The Utility is planning on using the proceeds from the sale of the backhoe, trailer, and the current dump truck to help offset the cost of the new dump truck. The Water Utility will rent the use of the dump truck to DPW as needed for hauling material to or from the DPW yard

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Hydrant and Valve replacement

Total Project Cost: \$30,000 annually **Estimated Life of Project:** 30 years

Expenditure Detail: Water - Equipment

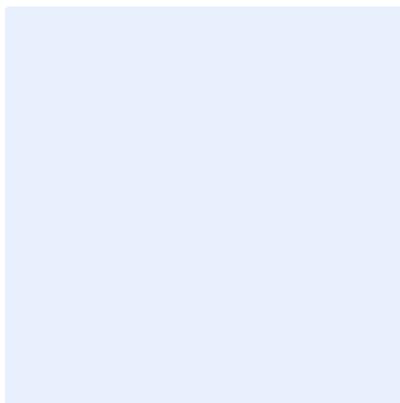
Year	2017	2018	2019	2020	2021
Budget	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replace defective hydrants and valves in distribution system

Project Justification: In 2012 the Utility jointly purchased a valve turning, and vacuum tank machine to aid in the operation and maintenance of distribution system valves. Over the past 2 years there have been a number of valves identified that need replacement so they Utility has budgeted funds to help in the replacement of a few valves every year. There are a number of older Iowa style hydrants in the distribution system. Operations of Iowa hydrants are good at this time but there are a few hydrants that are in need of repair. Repair parts for the Iowa hydrants are becoming difficult to obtain so the Utility has budgeted funds to help with the replaced of a few hydrants every year.

Project Picture / Map:



2019

ENTERPRISE

PROJECT

COST

Project Description	Project Number	2019 Total Project Cost	User Fees	Grants & Aids	Fund Balance	Debt
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Sewer Projects

Inflow/Infiltration Control	SAN/19/01	\$325,000	\$200,000			\$125,000
PPI&I	SAN/19/02	\$100,000		\$100,000		
Lateral Replacement (Coordinated Projects)	SAN/19/03	\$150,000		\$150,000		
Sewer Total		\$575,000	\$200,000	\$250,000	\$0	\$125,000

StormWater Projects

Ditch Rehabilitation Program	STM/19/01	\$200,000	\$200,000			
Brooklane Basin (Dean rd. to 47th)	STM/19/04	\$175,000				\$175,000
StormWater Total		\$375,000	\$200,000	\$0	\$0	\$175,000

Water Projects

All Shop Tools/Equipment	WAT-001	\$4,000	\$4,000			
SCADA	WAT-002	\$4,000	\$4,000			
Main Relays	WAT-004	\$235,000				\$235,000
Coordinated projects	WAT-016	\$0				
Booster disinfection	WAT-005	\$5,000	\$5,000			
Water Meter Reading System Replacement	WAT-011	\$5,000	\$5,000			
Dump truck repair	WAT-013	\$3,000	\$3,000			
Hydrants, Valve Services	WAT-015	\$30,000	\$30,000			
Water Total		\$286,000	\$51,000	\$0	\$0	\$235,000

Project #: SAN/17-21/A **Department:** Public Works

Project Name: Inflow & Infiltration Control

Total Project Cost: \$325,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

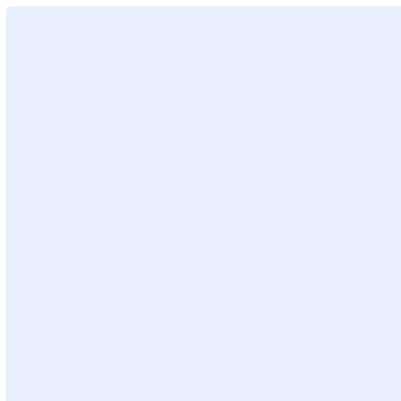
Year	2017	2018	2019	2020	2021
Budget	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Investigate, test and seal, CIPP line mainline sewers that have ground water and rain induced water entering via cracks and joints. The project is proposed to develop into a long term testing and sealing program. The project ensures the Village complies with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO's) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings.

Project Justification: Sewer pipeline maintenance is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations.

Project Picture / Map:



Project #: SAN/17-21/B **Department:** Public Works

Project Name: Private Property Inflow/Infiltration Program (PPI/I)

Total Project Cost: \$100,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

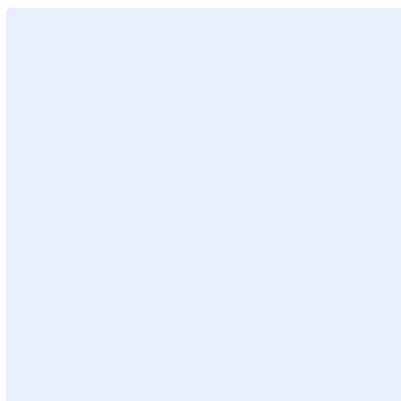
Year	2017	2018	2019	2020	2021
Budget	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Investigate, test and seal, CIPP line, or replace laterals on private property that have ground water and rain induced water entering via cracks and joints. The lateral sealing area south of Dean and west of 60th will be the first section to be in the program and then the Betty/Range area east of 60th. The project is proposed to develop into a long term lateral inspection and sealing program with details to be developed in late 2014 into 2015. Comply with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO’s) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings. From 2010 through 2020 MMSD is providing funds for this type of project.

Project Justification: The PPI&I sewer lateral program is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations. Lateral pipeline length far exceeds sewer mainline piping in the Village.

Project Picture / Map:



Project #: SAN/17-21/C **Department:** Public Works

Project Name: Coordinated Project – Lateral Replacement

Total Project Cost: \$150,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

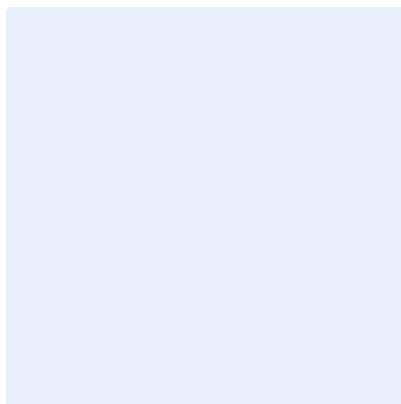
Year	2017	2018	2019	2020	2021
Budget	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The sanitary sewer laterals will be replaced during the coordinated project with the Water Dept. and Street Re-Paving Program. Replacing aging laterals is critical in prevent I/I from entering the Village’s sewerage collection system which ultimately reduces the potential for basement back-ups. The project ensures the Village complies with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO’s) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings.

Project Justification: The sewer lateral replacement program is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations. Lateral pipeline length far exceeds sewer mainline piping in the Village.

Project Picture / Map:



Project #: STM/17-21/A **Department:** Public Works

Project Name: Ditch Rehab Program

Total Project Cost: \$200,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

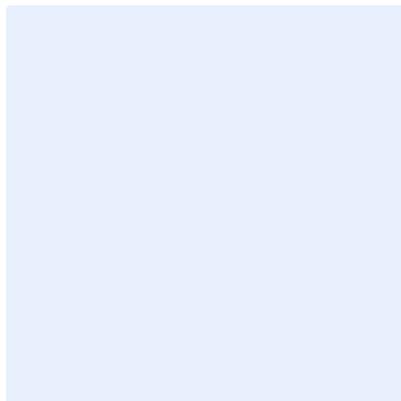
Year	2017	2018	2019	2020	2021
Budget	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The DPW crews have been rehabilitation roadside ditches and replacing driveway culverts since the ditch rehab program began in 1999. DPW intends to continue the program for the foreseeable future. The ditch rehab program is funded through storm sewer user fees. The program is important with ensuring the Village remains in compliance with the WDNR NR 216 stormwater permit. The program cleans ditches and replaces culverts to prevent ponding water and flooding within roadside ditches. The program usually follows the coordinated project schedule and annual roadway re-paving program. The work is completed by DPW personnel. The cost for the program is supplies/materials.

Project Justification: The ditch rehab program is part of the Village’s NR216 permit compliance and required to achieve total suspended solids (TSS) removal goals as mandated by the WDNR.

Project Picture / Map:



Project #: STM/19/01 **Department:** Public Works

Project Name: Brooklane Basin Naturalization

Total Project Cost: \$200,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

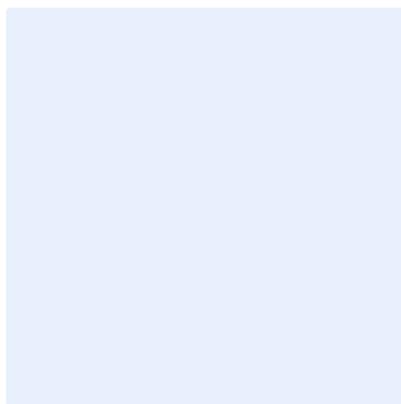
Year	2017	2018	2019	2020	2021
Budget	\$	\$25,000	\$175,000	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The Brooklane complex has an area next to South Branch Creek that it maintains as required green space to comply with Village zoning regulations. In 2010 Churchill Lane and 47th/48th were repaved and realigned. The right-of-way along the streets was re-graded (included a portion of Brooklane property) to the new road alignments. It is proposed to obtain an easement from Brooklane to use the portion of their property from 46th to 47th/48th and south of Churchill to the creek for additional stormwater storage.

Project Justification: The area between 47th and Dean Road has not been improved for additional storm water storage for the protection of property and storm water quality improvements for South Branch Creek and the Milwaukee River. The Brooklane Basin would provide both of these benefits. The portion of Brooklane Apartment property proposed for the basin has to remain as green space for zoning purposes. The highest and best use for this land would be for storm water improvements. This project is in compliance with WDNR regulations and meets NR216 and 151 requirements.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: All shop tools/equipment

Total Project Cost: \$4,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Water Utility Equipment

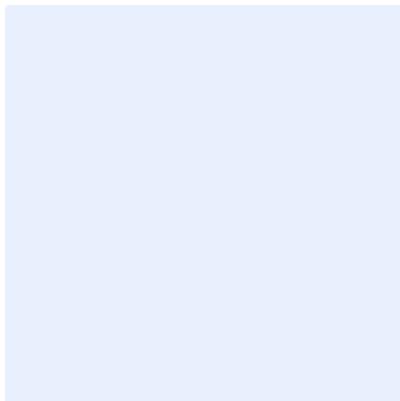
Year	2017	2018	2019	2020	2021
Budget	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Annual replacement of small equipment items as necessary

Project Justification: [Click here to enter text.](#)

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Supervisory Control and Data Acquisition (SCADA)

Total Project Cost: \$4,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Infrastructure Replacement

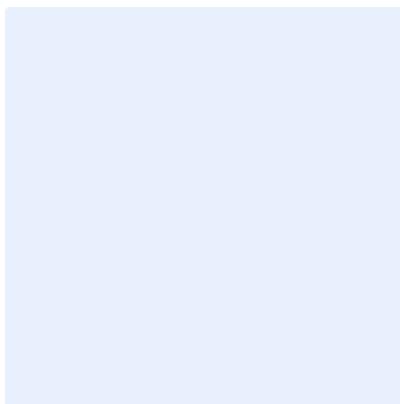
Year	2017	2018	2019	2020	2021
Budget	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Annual maintenance of SCADA equipment

Project Justification: SCADA system includes control equipment at each supply point, the standpipe, and at Village Hall. Radio communications are used to relay information from the remote sites to the control center in the Utility office. The system controls the operation of the water distribution system and chlorine booster station. SCADA system is equipment with an emergency dialer to contact Utility personnel if any alarms are triggered during system operation. If the SCADA system is not operating properly the tasks for supply flow, system pressure, and operational control must be performed manually around the clock. The SCADA system allows for unmanned operation during 2nd and 3rd shifts, therefore the SCADA system is a very cost effective tool to keep the system running and the operating costs to a minimum.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Water Main Relays

Total Project Cost: \$1,722,000 **Estimated Life of Project:** 30 years

Expenditure Detail: Water Main Infrastructure Replacement

Year	2017	2018	2019	2020	2021
Budget	\$527,000	\$275,000	\$235,000	\$220,000	\$370,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of deteriorated water main by relaying new water main, installing new hydrants, and valves, and new service connections.

Project Justification: This is part of a 30-year replacement program to relay corrosion deteriorated water mains installed in the 1950's and 60's. The projects are identified as problem areas in the utility's hot spot report. The projects are coordinated with the Village's street replacement program in an effort to help reduce costs and improve efficiency.

Project Picture / Map:

Name \ Year	2017	2018	2019	2020	2021
Terry Ave.		\$75,000			
51 st Street	\$252,000				
Teutonia Ave*	\$275,000				
Churchill		\$200,000			
50 th Street			\$150,000		
47 th Street			\$85,000		
61 st Street				\$220,000	
Joleno Ln.					\$250,000
Total	\$527,000	\$275,000	\$235,000	\$220,000	\$250,000

* Denotes project is not in conjunction with a street reconstruction project.

Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Booster Disinfection Station

Total Project Cost: \$5,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Equipment replacement

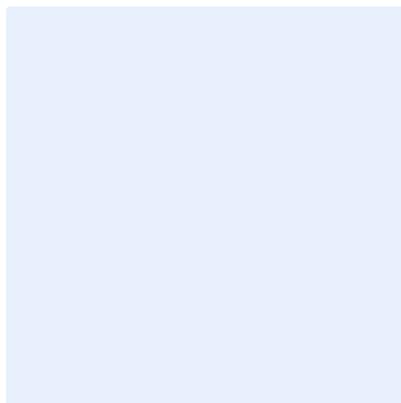
Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of instrumentation and equipment in the station that will help refine system operation and replace items that get worn out from the chemical feed.

Project Justification: The Utility installed a chloramines booster disinfection station in 2004 to improve chlorine residuals in the water system, especially during warmer water temperatures. In 2008, we modified operation of the station to only feed chlorine and not ammonia. This saves on chemical cost and simplifies the booster disinfection operation. The operation of the booster station has help reduce the amount of leaks in copper service laterals saving the Utility money by reducing the non-revenue water in the system.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Meter Reading Equipment

Total Project Cost: \$21,500

Estimated Life of Project: 20 years

Expenditure Detail: Meter reading – Equipment replacement

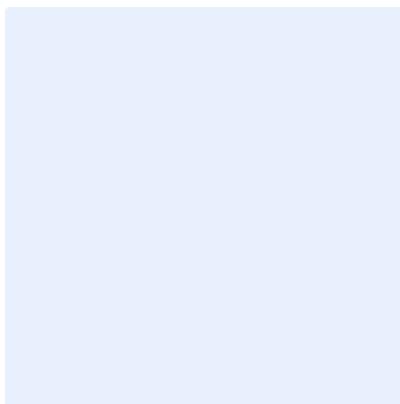
Year	2017	2018	2019	2020	2021
Budget	\$1,500	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of failing Orion meter reading units that are approaching the end of their lifecycle

Project Justification: In 2014 the Utility completed replacement of the old Trace meter reading technology with Badger Meter’s Orion and Beacon equipment. Badger meter also contributed a new meter reading laptop to the Utility in exchange for being a beta test site for their new technology. The new technology allows the utility to read meters via the latest radio technology which can be done in a mobile or fixed base network. The new technology allows the utility to improve customer service by addressing customer inquiries more efficiently and can even alert a customer to a potential leak inside of the home before the next meter reading cycle. Older Orion technology will need to be replaced as it fails. The money budget over the next 5 years addresses replacing the older Orion units that fail.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Hydrant and Valve replacement

Total Project Cost: \$30,000 annually **Estimated Life of Project:** 30 years

Expenditure Detail: Water - Equipment

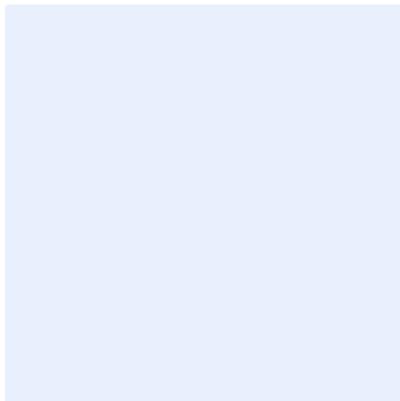
Year	2017	2018	2019	2020	2021
Budget	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replace defective hydrants and valves in distribution system

Project Justification: In 2012 the Utility jointly purchased a valve turning, and vacuum tank machine to aide in the operation and maintenance of distribution system valves. Over the past 2 years there have been a number of valves identified that need replacement so they Utility has budgeted funds to help in the replacement of a few valves every year. There are a number of older Iowa style hydrants in the distribution system. Operations of Iowa hydrants are good at this time but there are a few hydrants that are in need of repair. Repair parts for the Iowa hydrants are becoming difficult to obtain so the Utility has budgeted funds to help with the replaced of a few hydrants every year.

Project Picture / Map:



2020
ENTERPRISE
PROJECT
COST

Project Description	Project Number	2020 Total Project Cost	User Fees	Grants & Aids	Fund Balance	Debt
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Sewer Projects

Inflow/Infiltration Control	SAN/20/01	\$325,000	\$200,000			\$125,000
PPI&I	SAN/20/02	\$100,000		\$100,000		
Lateral Replacement (Coordinated Projects)	SAN/20/03	\$150,000		\$150,000		
Sewer Total		\$575,000	\$200,000	\$250,000	\$0	\$125,000

StormWater Projects

Ditch Rehabilitation Program	STM/20/01	\$200,000	\$200,000			
Topsoil Screener Replacement	STM/20/02	\$100,000	\$100,000			
StormWater Total		\$200,000	\$300,000	\$0	\$0	\$0

Water Projects

All Shop Tools/Equipment	WAT-001	\$4,000	\$4,000			
SCADA	WAT-002	\$4,000	\$4,000			
Main Relays	WAT-004	\$220,000				\$220,000
Coordinated projects	WAT-016	\$0				
Booster disinfection	WAT-005	\$5,000	\$5,000			
Water Meter Reading System Replacement	WAT-011	\$5,000	\$5,000			
Computers	WAT-012	\$2,500	\$2,500			
Dump truck repair	WAT-013	\$3,000	\$3,000			
Hydrants, Valve Services	WAT-015	\$30,000	\$30,000			
Water Total		\$273,500	\$53,500	\$0	\$0	\$220,000

Total Debt \$345,000

Project #: SAN/17-21/A **Department:** Public Works

Project Name: Inflow & Infiltration Control

Total Project Cost: \$325,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

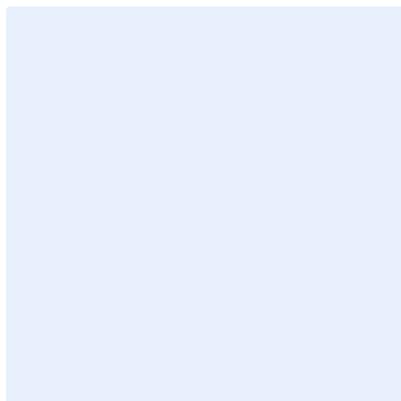
Year	2017	2018	2019	2020	2021
Budget	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Investigate, test and seal, CIPP line mainline sewers that have ground water and rain induced water entering via cracks and joints. The project is proposed to develop into a long term testing and sealing program. The project ensures the Village complies with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO’s) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings.

Project Justification: Sewer pipeline maintenance is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations.

Project Picture / Map:



Project #: SAN/17-21/B **Department:** Public Works

Project Name: Private Property Inflow/Infiltration Program (PPI/I)

Total Project Cost: \$100,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

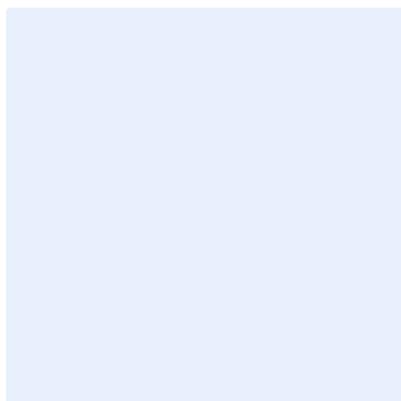
Year	2017	2018	2019	2020	2021
Budget	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Investigate, test and seal, CIPP line, or replace laterals on private property that have ground water and rain induced water entering via cracks and joints. The lateral sealing area south of Dean and west of 60th will be the first section to be in the program and then the Betty/Range area east of 60th. The project is proposed to develop into a long term lateral inspection and sealing program with details to be developed in late 2014 into 2015. Comply with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO's) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings. From 2010 through 2020 MMSD is providing funds for this type of project.

Project Justification: The PPI&I sewer lateral program is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations. Lateral pipeline length far exceeds sewer mainline piping in the Village.

Project Picture / Map:



Project #: SAN/17-21/C **Department:** Public Works

Project Name: Coordinated Project – Lateral Replacement

Total Project Cost: \$150,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

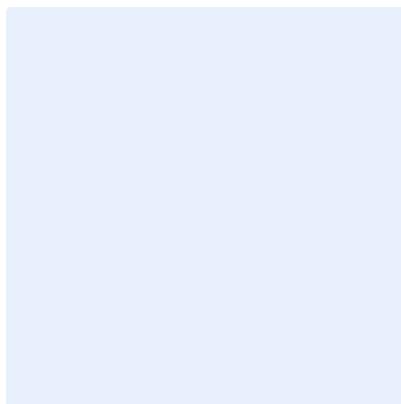
Year	2017	2018	2019	2020	2021
Budget	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The sanitary sewer laterals will be replaced during the coordinated project with the Water Dept. and Street Re-Paving Program. Replacing aging laterals is critical in prevent I/I from entering the Village’s sewerage collection system which ultimately reduces the potential for basement back-ups. The project ensures the Village complies with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO’s) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings.

Project Justification: The sewer lateral replacement program is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations. Lateral pipeline length far exceeds sewer mainline piping in the Village.

Project Picture / Map:



Project #: STM/17-21/A **Department:** Public Works

Project Name: Ditch Rehab Program

Total Project Cost: \$200,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

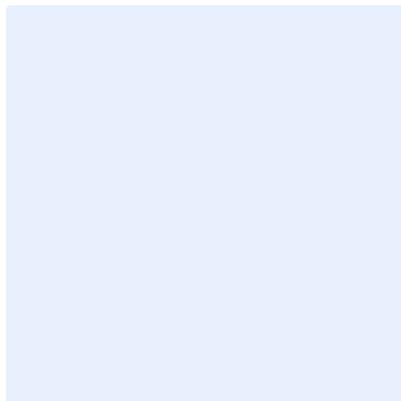
Year	2017	2018	2019	2020	2021
Budget	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The DPW crews have been rehabilitation roadside ditches and replacing driveway culverts since the ditch rehab program began in 1999. DPW intends to continue the program for the foreseeable future. The ditch rehab program is funded through storm sewer user fees. The program is important with ensuring the Village remains in compliance with the WDNR NR 216 stormwater permit. The program cleans ditches and replaces culverts to prevent ponding water and flooding within roadside ditches. The program usually follows the coordinated project schedule and annual roadway re-paving program. The work is completed by DPW personnel. The cost for the program is supplies/materials.

Project Justification: The ditch rehab program is part of the Village’s NR216 permit compliance and required to achieve total suspended solids (TSS) removal goals as mandated by the WDNR.

Project Picture / Map:



Project #: STM/20/01 **Department:** Public Works

Project Name: Topsoil Screener Replacement

Total Project Cost: \$100,000 **Estimated Life of Project:** 13-years

Expenditure Detail:

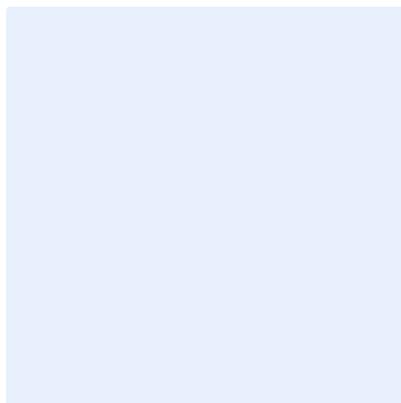
Year	2017	2018	2019	2020	2021
Budget	\$	\$	\$	\$100,000	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: DPW requests the purchase of a new Orbit Screen Model 68 Diesel with stabilizers. This unit is manufactured under a patent and there are no other manufacturers of this style at this time. Other manufacturers have units that are in the \$100,000 to \$120,000 range for a matching performance range and require more space and maintenance. With the yearly ditching projects the Department has used a screener with cost savings to the ditching operations in purchase of screened topsoil, hauling all excavated material - including topsoil that could be screened. It was found that the recovered screened soil provided a superior product for the residents in that the weed seed was not present as in purchased topsoil.

Project Justification: The equipment will be purchased through soliciting quotes from three (3) vendors/suppliers. The expected life of the requested equipment is 12 years. The equipment is used weekly from the spring months thru the fall months (i.e. May thru October) during the ditch rehab program. The age of item to be replaced is 14 years in 2020. The annual maintenance costs are \$1,000 + labor due to the poor condition. The existing equipment will be auctioned using the State of Wisconsin surplus website. The estimated sold amount is \$15,000.00. The estimated cost of the new equipment was determined from recent bid history for this type of equipment.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: All shop tools/equipment

Total Project Cost: \$4,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Water Utility Equipment

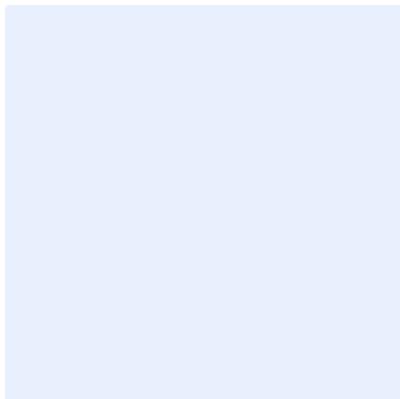
Year	2017	2018	2019	2020	2021
Budget	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Annual replacement of small equipment items as necessary

Project Justification: [Click here to enter text.](#)

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Supervisory Control and Data Acquisition (SCADA)

Total Project Cost: \$4,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Infrastructure Replacement

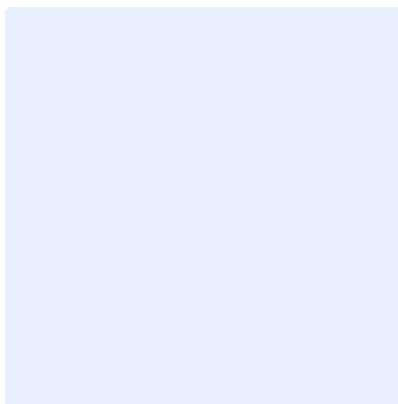
Year	2017	2018	2019	2020	2021
Budget	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Annual maintenance of SCADA equipment

Project Justification: SCADA system includes control equipment at each supply point, the standpipe, and at Village Hall. Radio communications are used to relay information from the remote sites to the control center in the Utility office. The system controls the operation of the water distribution system and chlorine booster station. SCADA system is equipment with an emergency dialer to contact Utility personnel if any alarms are triggered during system operation. If the SCADA system is not operating properly the tasks for supply flow, system pressure, and operational control must be performed manually around the clock. The SCADA system allows for unmanned operation during 2nd and 3rd shifts, therefore the SCADA system is a very cost effective tool to keep the system running and the operating costs to a minimum.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Water Main Relays

Total Project Cost: \$1,722,000 **Estimated Life of Project:** 30 years

Expenditure Detail: Water Main Infrastructure Replacement

Year	2017	2018	2019	2020	2021
Budget	\$527,000	\$275,000	\$235,000	\$220,000	\$370,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of deteriorated water main by relaying new water main, installing new hydrants, and valves, and new service connections.

Project Justification: This is part of a 30-year replacement program to relay corrosion deteriorated water mains installed in the 1950's and 60's. The projects are identified as problem areas in the utility's hot spot report. The projects are coordinated with the Village's street replacement program in an effort to help reduce costs and improve efficiency.

Project Picture / Map:

Name \ Year	2017	2018	2019	2020	2021
Terry Ave.		\$75,000			
51 st Street	\$252,000				
Teutonia Ave*	\$275,000				
Churchill		\$200,000			
50 th Street			\$150,000		
47 th Street			\$85,000		
61 st Street				\$220,000	
Joleno Ln.					\$250,000
Total	\$527,000	\$275,000	\$235,000	\$220,000	\$250,000

* Denotes project is not in conjunction with a street reconstruction project.

Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Booster Disinfection Station

Total Project Cost: \$5,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Equipment replacement

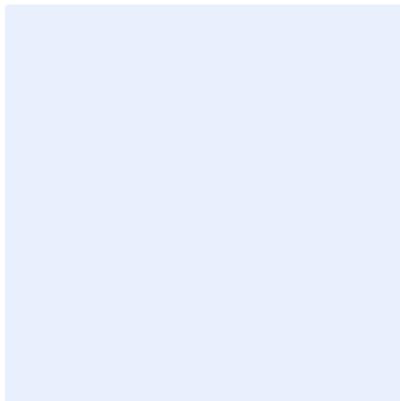
Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of instrumentation and equipment in the station that will help refine system operation and replace items that get worn out from the chemical feed.

Project Justification: The Utility installed a chloramines booster disinfection station in 2004 to improve chlorine residuals in the water system, especially during warmer water temperatures. In 2008, we modified operation of the station to only feed chlorine and not ammonia. This saves on chemical cost and simplifies the booster disinfection operation. The operation of the booster station has help reduce the amount of leaks in copper service laterals saving the Utility money by reducing the non-revenue water in the system.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Meter Reading Equipment

Total Project Cost: \$21,500

Estimated Life of Project: 20 years

Expenditure Detail: Meter reading – Equipment replacement

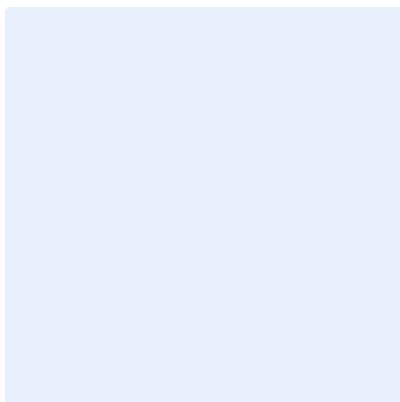
Year	2017	2018	2019	2020	2021
Budget	\$1,500	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of failing Orion meter reading units that are approaching the end of their lifecycle

Project Justification: In 2014 the Utility completed replacement of the old Trace meter reading technology with Badger Meter’s Orion and Beacon equipment. Badger meter also contributed a new meter reading laptop to the Utility in exchange for being a beta test site for their new technology. The new technology allows the utility to read meters via the latest radio technology which can be done in a mobile or fixed base network. The new technology allows the utility to improve customer service by addressing customer inquiries more efficiently and can even alert a customer to a potential leak inside of the home before the next meter reading cycle. Older Orion technology will need to be replaced as it fails. The money budget over the next 5 years addresses replacing the older Orion units that fail.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Computers

Total Project Cost: \$7,500 **Estimated Life of Project:** 3-5 years

Expenditure Detail: Water - Equipment

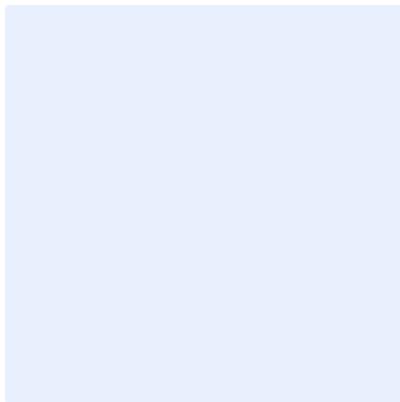
Year	2017	2018	2019	2020	2021
Budget	Click here to enter text.	\$2,500	Click here to enter text.	\$2,500	Click here to enter text.

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Upgrade office computer equipment

Project Justification: The Utility has 4 computers in the office, 1 in the utility garage, and 1 for meter reading. Since computer software and operating systems are improved significantly on a cycle of about 3-5 years, regular replacement of computers should be budgeted in this plan. Office computers are budgeted \$2,500 every other year

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Hydrant and Valve replacement

Total Project Cost: \$30,000 annually **Estimated Life of Project:** 30 years

Expenditure Detail: Water - Equipment

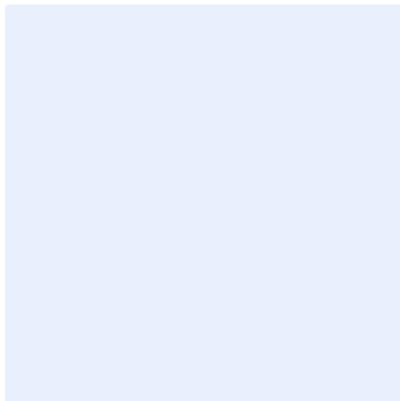
Year	2017	2018	2019	2020	2021
Budget	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replace defective hydrants and valves in distribution system

Project Justification: In 2012 the Utility jointly purchased a valve turning, and vacuum tank machine to aide in the operation and maintenance of distribution system valves. Over the past 2 years there have been a number of valves identified that need replacement so they Utility has budgeted funds to help in the replacement of a few valves every year. There are a number of older Iowa style hydrants in the distribution system. Operations of Iowa hydrants are good at this time but there are a few hydrants that are in need of repair. Repair parts for the Iowa hydrants are becoming difficult to obtain so the Utility has budgeted funds to help with the replaced of a few hydrants every year.

Project Picture / Map:



2021

ENTERPRISE

PROJECT

COST

Project Description	Project Number	2021 Total Project Cost	User Fees	Grants & Aids	Fund Balance	Debt
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Sewer Projects

Inflow/Infiltration Control	SAN/21/01	\$325,000	\$200,000			\$125,000
PPI&I	SAN/21/02	\$100,000		\$100,000		
Lateral Replacement (Coordinated Projects)	SAN/21/03	\$150,000		\$150,000		
Sewer Total		\$575,000	\$200,000	\$250,000	\$0	\$125,000

StormWater Projects

Ditch Rehabilitation Program	STM/21/01	\$200,000	\$200,000			
Topsoil Screener Replacement	STM/21/02	\$100,000	\$100,000			
StormWater Total		\$200,000	\$300,000	\$0	\$0	\$0

Water Projects

All Shop Tools/Equipment	WAT-001	\$4,000	\$4,000			
SCADA	WAT-002	\$4,000	\$4,000			
Main Relays	WAT-004	\$370,000	\$370,000			
Coordinated projects	WAT-016	\$0				
Booster disinfection	WAT-005	\$5,000	\$5,000			
Water Meter Reading System Replacement	WAT-011	\$5,000	\$5,000			
Computers	WAT-012	\$2,500	\$2,500			
Dump truck repair	WAT-013	\$3,000	\$3,000			
Hydrants, Valve Services	WAT-015	\$30,000	\$30,000			
Water Total		\$423,500	\$423,500	\$0	\$0	\$0

Total Debt \$125,000

Project #: SAN/17-21/A **Department:** Public Works

Project Name: Inflow & Infiltration Control

Total Project Cost: \$325,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

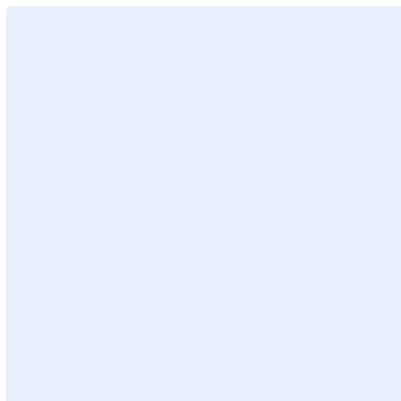
Year	2017	2018	2019	2020	2021
Budget	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Investigate, test and seal, CIPP line mainline sewers that have ground water and rain induced water entering via cracks and joints. The project is proposed to develop into a long term testing and sealing program. The project ensures the Village complies with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO’s) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings.

Project Justification: Sewer pipeline maintenance is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations.

Project Picture / Map:



Project #: SAN/17-21/B **Department:** Public Works

Project Name: Private Property Inflow/Infiltration Program (PPI/I)

Total Project Cost: \$100,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

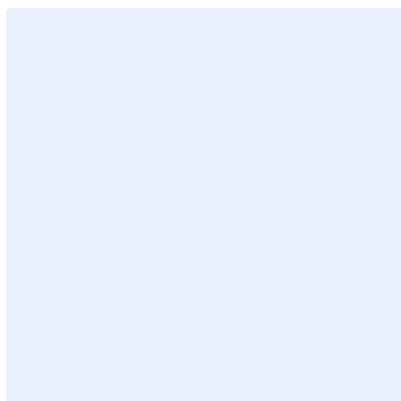
Year	2017	2018	2019	2020	2021
Budget	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Investigate, test and seal, CIPP line, or replace laterals on private property that have ground water and rain induced water entering via cracks and joints. The lateral sealing area south of Dean and west of 60th will be the first section to be in the program and then the Betty/Range area east of 60th. The project is proposed to develop into a long term lateral inspection and sealing program with details to be developed in late 2014 into 2015. Comply with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO's) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings. From 2010 through 2020 MMSD is providing funds for this type of project.

Project Justification: The PPI&I sewer lateral program is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations. Lateral pipeline length far exceeds sewer mainline piping in the Village.

Project Picture / Map:



Project #: SAN/17-21/C **Department:** Public Works

Project Name: Coordinated Project – Lateral Replacement

Total Project Cost: \$150,000 **Estimated Life of Project:** 50-years

Expenditure Detail:

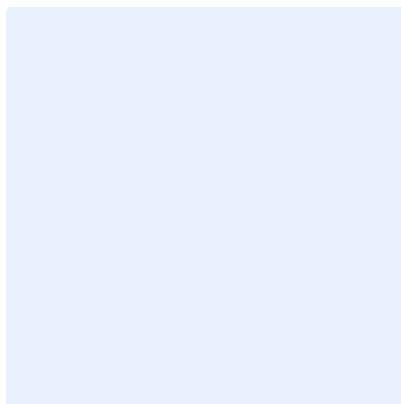
Year	2017	2018	2019	2020	2021
Budget	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The sanitary sewer laterals will be replaced during the coordinated project with the Water Dept. and Street Re-Paving Program. Replacing aging laterals is critical in prevent I/I from entering the Village’s sewerage collection system which ultimately reduces the potential for basement back-ups. The project ensures the Village complies with EPA and WDNR regulations on prohibition of sanitary sewer overflows (SSO’s) and Capacity, Maintenance, Operations, Management (CMOM), and State Attorney General stipulation. For health and safety, in reducing the possibility of sewer waste surcharging into resident and business buildings.

Project Justification: The sewer lateral replacement program is essential to ensure SSOs are avoided along with basement back-ups. Sewer maintenance is required under CMAR/CMOM rules & regulations. Lateral pipeline length far exceeds sewer mainline piping in the Village.

Project Picture / Map:



Project #: STM/17-21/A **Department:** Public Works

Project Name: Ditch Rehab Program

Total Project Cost: \$200,000 **Estimated Life of Project:** 30-years

Expenditure Detail:

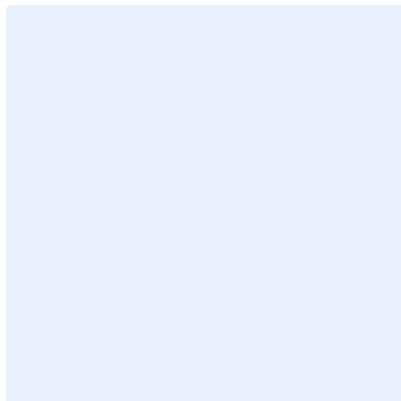
Year	2017	2018	2019	2020	2021
Budget	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The DPW crews have been rehabilitation roadside ditches and replacing driveway culverts since the ditch rehab program began in 1999. DPW intends to continue the program for the foreseeable future. The ditch rehab program is funded through storm sewer user fees. The program is important with ensuring the Village remains in compliance with the WDNR NR 216 stormwater permit. The program cleans ditches and replaces culverts to prevent ponding water and flooding within roadside ditches. The program usually follows the coordinated project schedule and annual roadway re-paving program. The work is completed by DPW personnel. The cost for the program is supplies/materials.

Project Justification: The ditch rehab program is part of the Village’s NR216 permit compliance and required to achieve total suspended solids (TSS) removal goals as mandated by the WDNR.

Project Picture / Map:



Project #: STM/20/01 **Department:** Public Works

Project Name: Topsoil Screener Replacement

Total Project Cost: \$100,000 **Estimated Life of Project:** 13-years

Expenditure Detail:

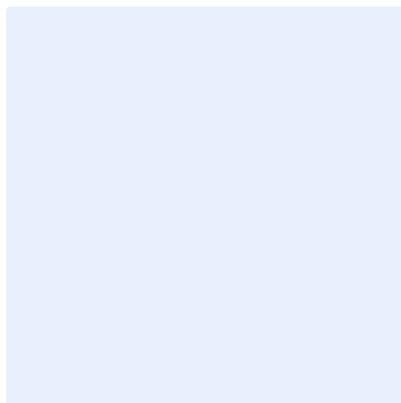
Year	2017	2018	2019	2020	2021
Budget	\$	\$	\$	\$100,000	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: DPW requests the purchase of a new Orbit Screen Model 68 Diesel with stabilizers. This unit is manufactured under a patent and there are no other manufacturers of this style at this time. Other manufacturers have units that are in the \$100,000 to \$120,000 range for a matching performance range and require more space and maintenance. With the yearly ditching projects the Department has used a screener with cost savings to the ditching operations in purchase of screened topsoil, hauling all excavated material - including topsoil that could be screened. It was found that the recovered screened soil provided a superior product for the residents in that the weed seed was not present as in purchased topsoil.

Project Justification: The equipment will be purchased through soliciting quotes from three (3) vendors/suppliers. The expected life of the requested equipment is 12 years. The equipment is used weekly from the spring months thru the fall months (i.e. May thru October) during the ditch rehab program. The age of item to be replaced is 14 years in 2020. The annual maintenance costs are \$1,000 + labor due to the poor condition. The existing equipment will be auctioned using the State of Wisconsin surplus website. The estimated sold amount is \$15,000.00. The estimated cost of the new equipment was determined from recent bid history for this type of equipment.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: All shop tools/equipment

Total Project Cost: \$4,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Water Utility Equipment

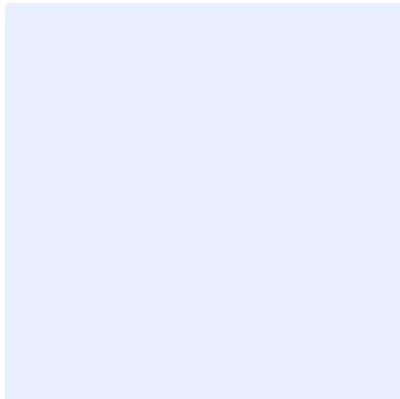
Year	2017	2018	2019	2020	2021
Budget	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Annual replacement of small equipment items as necessary

Project Justification: [Click here to enter text.](#)

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Supervisory Control and Data Acquisition (SCADA)

Total Project Cost: \$4,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Infrastructure Replacement

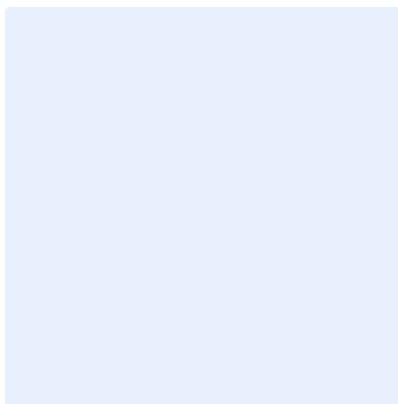
Year	2017	2018	2019	2020	2021
Budget	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Annual maintenance of SCADA equipment

Project Justification: SCADA system includes control equipment at each supply point, the standpipe, and at Village Hall. Radio communications are used to relay information from the remote sites to the control center in the Utility office. The system controls the operation of the water distribution system and chlorine booster station. SCADA system is equipment with an emergency dialer to contact Utility personnel if any alarms are triggered during system operation. If the SCADA system is not operating properly the tasks for supply flow, system pressure, and operational control must be performed manually around the clock. The SCADA system allows for unmanned operation during 2nd and 3rd shifts, therefore the SCADA system is a very cost effective tool to keep the system running and the operating costs to a minimum.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Water Main Relays

Total Project Cost: \$1,722,000 **Estimated Life of Project:** 30 years

Expenditure Detail: Water Main Infrastructure Replacement

Year	2017	2018	2019	2020	2021
Budget	\$527,000	\$275,000	\$235,000	\$220,000	\$370,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of deteriorated water main by relaying new water main, installing new hydrants, and valves, and new service connections.

Project Justification: This is part of a 30-year replacement program to relay corrosion deteriorated water mains installed in the 1950's and 60's. The projects are identified as problem areas in the utility's hot spot report. The projects are coordinated with the Village's street replacement program in an effort to help reduce costs and improve efficiency.

Project Picture / Map:

Name \ Year	2017	2018	2019	2020	2021
Terry Ave.		\$75,000			
51 st Street	\$252,000				
Teutonia Ave*	\$275,000				
Churchill		\$200,000			
50 th Street			\$150,000		
47 th Street			\$85,000		
61 st Street				\$220,000	
Joleno Ln.					\$250,000
Total	\$527,000	\$275,000	\$235,000	\$220,000	\$250,000

* Denotes project is not in conjunction with a street reconstruction project.

Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Booster Disinfection Station

Total Project Cost: \$5,000 annually

Estimated Life of Project: [Click here to enter text.](#)

Expenditure Detail: Equipment replacement

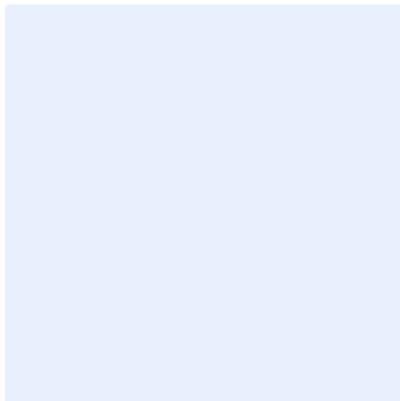
Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of instrumentation and equipment in the station that will help refine system operation and replace items that get worn out from the chemical feed.

Project Justification: The Utility installed a chloramines booster disinfection station in 2004 to improve chlorine residuals in the water system, especially during warmer water temperatures. In 2008, we modified operation of the station to only feed chlorine and not ammonia. This saves on chemical cost and simplifies the booster disinfection operation. The operation of the booster station has help reduce the amount of leaks in copper service laterals saving the Utility money by reducing the non-revenue water in the system.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Meter Reading Equipment

Total Project Cost: \$21,500

Estimated Life of Project: 20 years

Expenditure Detail: Meter reading – Equipment replacement

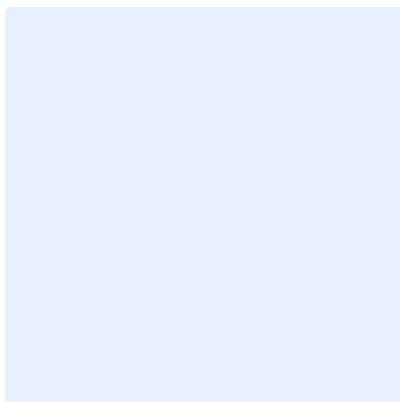
Year	2017	2018	2019	2020	2021
Budget	\$1,500	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replacement of failing Orion meter reading units that are approaching the end of their lifecycle

Project Justification: In 2014 the Utility completed replacement of the old Trace meter reading technology with Badger Meter’s Orion and Beacon equipment. Badger meter also contributed a new meter reading laptop to the Utility in exchange for being a beta test site for their new technology. The new technology allows the utility to read meters via the latest radio technology which can be done in a mobile or fixed base network. The new technology allows the utility to improve customer service by addressing customer inquiries more efficiently and can even alert a customer to a potential leak inside of the home before the next meter reading cycle. Older Orion technology will need to be replaced as it fails. The money budget over the next 5 years addresses replacing the older Orion units that fail.

Project Picture / Map:



Project #: [Click here to enter text.](#)

Department: Water Utility

Project Name: Hydrant and Valve replacement

Total Project Cost: \$30,000 annually **Estimated Life of Project:** 30 years

Expenditure Detail: Water - Equipment

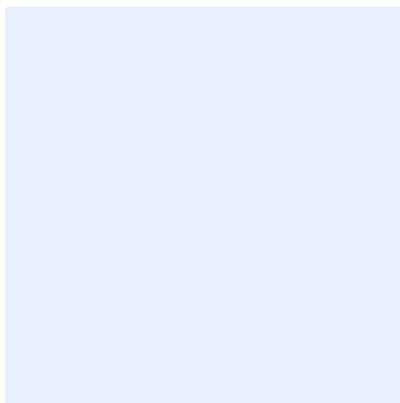
Year	2017	2018	2019	2020	2021
Budget	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000

Funding Sources: Levy Debt Grant Donations Fund Balance Utility Revenue

Project Description: Replace defective hydrants and valves in distribution system

Project Justification: In 2012 the Utility jointly purchased a valve turning, and vacuum tank machine to aide in the operation and maintenance of distribution system valves. Over the past 2 years there have been a number of valves identified that need replacement so they Utility has budgeted funds to help in the replacement of a few valves every year. There are a number of older Iowa style hydrants in the distribution system. Operations of Iowa hydrants are good at this time but there are a few hydrants that are in need of repair. Repair parts for the Iowa hydrants are becoming difficult to obtain so the Utility has budgeted funds to help with the replaced of a few hydrants every year.

Project Picture / Map:



**Village of Brown Deer
Sewer Long Range Plan
Rate analysis - Increase in years opposite from Stormwater**

	Actual 2013	Actual 2014	Actual 2015	Proposed Budget 2016	2017	2018	2019	2020	2021
Projected Reserves	\$ 413,313	\$ 527,836	\$ 549,225	\$ 417,036	\$ 371,203	\$ 291,876	\$ 260,280	\$ 218,858	\$ 194,539
Connection Fees	184,936	212,367	216,367	224,865	224,865	238,318	238,318	252,659	252,659
Village User fees	466,244	543,543	547,412	518,323	518,323	579,302	579,302	609,792	609,792
Other Revenues (excludes MMSD charges)	29,076	119,983	44,256	44,699	45,146	45,597	46,053	46,514	46,979
Debt Proceeds	-	175,000	305,000	290,000	290,000	290,000	290,000	290,000	290,000
Expenses (excluding depreciation & MMSD)	(199,406)	(561,134)	(699,921)	(572,357)	(583,804)	(595,480)	(607,389)	(619,537)	(631,928)
Capital purchases, net of grants	(38,517)	(122,972)	(144,713)	(145,000)	(145,000)	(145,000)	(145,000)	(145,000)	(145,000)
Debt Service Payments	(142,874)	(133,030)	(184,223)	(181,498)	(203,992)	(206,016)	(204,388)	(206,087)	(205,575)
Net change in "cash"	114,523	21,390	(132,189)	(45,833)	(79,327)	(31,597)	(41,422)	(24,319)	(35,732)
Ending reserve position	\$ 527,836	\$ 549,225	\$ 417,036	\$ 371,203	\$ 291,876	\$ 260,280	\$ 218,858	\$ 194,539	\$ 158,806
Recommended reserves:									
Operations	\$ 140,284	\$ 174,980	\$ 143,089	\$ 145,951	\$ 148,870	\$ 151,847	\$ 154,884	\$ 157,982	\$ 161,142
Debt Service	133,030	184,223	181,498	203,992	206,016	204,388	206,087	205,575	201,952
Total recommended reserves	273,314	359,203	324,587	349,943	354,886	356,235	360,971	363,557	363,094
Shortage from recommended reserves	\$ 254,522	\$ 190,022	\$ 92,449	\$ 21,260	\$ (63,010)	\$ (95,956)	\$ (142,114)	\$ (169,018)	\$ (204,287)
Volumetric rates on 76,224		487,834	487,834	518,323	518,323	579,302	579,302	609,792	609,792
Connection fee		212,150	212,150	224,865	224,865	238,318	238,318	252,659	252,659

**Village of Brown Deer
Storm Water Long Range Plan
Rate analysis - Increase in years opposite from Sanitary Sewer**

	Actual 2013	Actual 2014	Actual 2015	Proposed Budget 2016	2017	2018	2019	2020	2021
Projected Reserves	\$ 647,524	\$ 510,377	\$ 872,012	\$ 676,813	\$ 582,162	\$ 692,332	\$ 789,205	\$ 978,566	\$ 949,536
Revenues	\$ 1,002,088	\$ 927,408	\$ 1,055,295	\$ 994,128	\$ 1,075,792	\$ 1,075,792	\$ 1,181,677	\$ 1,181,677	\$ 1,181,677
Debt Proceeds	-	485,000	1,500,000	50,000	200,000	200,000	200,000	-	-
Expenses (excluding depreciation)	(398,153)	(382,287)	(2,125,881)	(683,461)	(697,130)	(711,073)	(725,294)	(739,800)	(754,596)
Capital purchases, net of grants	(375,421)	(230,211)	(230,211)	(50,000)	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
Debt Service Payments	(365,661)	(438,276)	(394,402)	(405,318)	(268,491)	(267,846)	(267,021)	(270,907)	(268,889)
Net change in "cash"	(137,147)	361,635	(195,199)	(94,651)	110,170	96,873	189,361	(29,031)	(41,809)
Ending reserve position	\$ 510,377	\$ 872,012	\$ 676,813	\$ 582,162	\$ 692,332	\$ 789,205	\$ 978,566	\$ 949,536	\$ 907,727
Recommended reserves:									
Operations	\$ 95,572	\$ 531,470	\$ 542,100	\$ 552,942	\$ 564,000	\$ 575,280	\$ 586,786	\$ 598,522	\$ 610,492
Subsequent Year's Debt Service	424,668	394,402	405,318	268,491	267,846	267,021	270,907	268,889	270,939
Total recommended reserves	520,240	925,872	947,418	821,433	831,846	842,301	857,693	867,411	881,431
Shortage from recommended reserves	\$ (9,863)	\$ (53,861)	\$ (270,605)	\$ (239,271)	\$ (139,514)	\$ (53,097)	\$ 120,873	\$ 82,125	\$ 26,296
Estimated ERU's	8,145								
ERU rate per year	106.08	106.08	119.08	119.08	132.08	132.08	145.08	145.08	145.08
Recommended Rate Increase - Annual Basis per ERU	-	-	13.00	-	13.00		13.00	-	-
% Change	0.00%	0.00%	12.25%	0.00%	6.00%	0.00%	6.00%	0.00%	0.00%

SUBJECT: CAPITALIZED FIXED ASSET POLICY

General: To establish a general policy for Capitalized Fixed Assets including standards for valuation of assets with a useful life greater than one-year.

Objectives:

- A. The Village's Record of Capital Assets shall include general fixed assets, i.e., non-infrastructure assets. Infrastructure assets are assets that are immovable and of value only to the Village government, e.g., buildings, sewers, and streets. As a general rule, "capitalized" items maintained within the Village's Record of Capital Assets shall have an expected useful life greater than one year and a purchase, donated or assessed value equal to or greater than \$5,000. For computer equipment, initial operating software shall be included but subsequent operating software and application software shall be excluded.
- B. Generally, repairs will not qualify for changing the initial capitalized value. Only major replacements of components and/or additions, which significantly change the initial capitalized value or significantly extend the expected useful life of any capitalized item shall be considered in order to substantiate any subsequent year value change of an asset maintained within the Village's Record of Capital Assets.
- C. **Asset Valuation**

Departments shall record long-term assets at historic cost or, if the cost is not readily determined, at estimated historic cost. Cost shall include applicable ancillary costs. All costs shall be documented, including methods and sources used to establish any estimated costs.

 1. **Purchased Assets** – the recording of purchased assets shall be made on the basis of actual costs, including all ancillary costs, based on vendor invoice or other supporting documentation.
 2. **Salvage Value** – the recording of purchased assets that are expected to be sold at retirement should be recorded with the historical estimated sale value if in excess of \$5,000.00. If sale value is less than \$5,000.00, normal depreciation for the useful life will be used.
 3. **Self-Constructed Assets** – All direct costs (including labor) associated with the construction project shall be included in establishing a self-constructed asset valuation. If a department is unable to specifically identify all direct costs an estimate of the direct cost is acceptable, but must be supported by a reasonable methodology.
 4. **Donated Assets** – Fixed assets acquired by gift, donation or payment of a nominal sum not reflective of the asset's market value shall be assigned cost equal to the fair market value at the time of acquisition.
 5. **Leased Property** - Capital lease property should be recorded as an asset and depreciated as though it had been purchased.
 6. **Dedicated Assets** – Required installation by Developer of public improvements, including but not limited to sanitary service mains, manholes, laterals and all appurtenances, water mains, laterals, hydrants, valves and all appurtenances, storm sewers, storm water management measures, streets, curb and gutter, street lights, street signs, sidewalks will be dedicated to the Village upon completion. Recording of infrastructure assets will be made on

the basis of actual costs, including all ancillary costs, based on vendor invoice or other supporting documentation provided by the Developer.

This policy will be reviewed by the Finance/Public Works Committee every three years following adoption or sooner at the discretion of the Village Board.

<u>Fixed Asset Category</u>	<u>Illustrative Items and Capitalization Threshold</u>
Furniture	Chairs, tables, bookcases, file cabinets or other furniture items, which individually cost \$5,000 or more with an expected useful life greater than one year.
Office Equipment	Postage machine and copiers or other office equipment items that individually cost \$5,000 or more with an expected useful life greater than one year.
Computers and associated equipment	Large computers, personal computers (PCs), printers, copiers that individually cost \$5,000 or more with an expected useful life greater than one year.
Specialized Public Safety Equipment	Certain communications equipment that individually cost \$5,000 or more with an expected useful life greater than one year.
Infrastructure	Streets curb & gutter, public right-of-way, street light systems, bridges, storm sewers, sewer laterals, culverts, and water mains that individually cost \$25,000 or more with an expected useful life greater than one year.
Building and Improvements	Permanent Structures, building mechanical equipment, parking lots and lighting that individually cost \$5,000 or more with an expected useful life greater than one year.
Library Collection	Books, CD's, DVD's, VHS tapes, Periodicals with an expected useful life greater than one year.
Motorized road equipment, i.e. cars, trucks, or ambulances	All permanent or semi-permanent attachments shall be included, e.g., snow plows, salt spreaders, etc.
Motorized non-road equipment, e.g., ditch diggers, air compressors	All equipment that individually cost \$5,000 or more with an expected useful life greater than one year.
Other non-motorized equipment not attached to or associated with motorized equipment	All equipment that individually cost \$5,000 or more with an expected useful life greater than one year.

SUBJECT: DEBT MANAGEMENT POLICY

General: The Village acknowledges that certain costs incurred on an annual basis reflect an investment in the future of the Village. These types of costs include development, acquisition, and replacement of assets that will be used by the residents of the Village over a long period of time. Financing of these long-term assets is often appropriately accomplished through the issuance of long-term debt instruments, special assessments, or any other combination of these.

It is the responsibility of the Village Board and Village administrative staff to monitor the financial health of the Village. A significant portion of the Village's financial health is determined by its ability to manage its debt. It is the responsibility of the Treasurer/Comptroller or designee to regularly monitor the Village's outstanding debt and to recommend issuance, replacement and retirement of outstanding debt to the Finance/Public Works Committee and the Village Board.

Procedures:

A. Financing Considerations

1. The Village will confine long-term borrowing to capital improvements, equipment, or other long-term projects which cannot and, appropriately should not, be financed from current revenues.
2. The Village will not use long-term debt to finance current operations, nor will long-term debt be used to finance the cost of short-lived (less than five years) depreciable assets (for example, vehicles).
3. In general, the final maturity of bonds and notes issued by the Village should not exceed the expected useful life of the underlying project for which it is being issued.

B. Debt Issuance Practices

1. An analysis will be prepared by Village staff for each proposed financing; such analysis will assess the impact of debt issuance on current and future operating and capital budgets and address the reliability of revenues to support debt service payments.
2. All feasible alternatives (for example, State Trust Fund loans, Clean Water Fund loans, and private placements with local financial institutions) for borrowing funds should be considered by the Village and the financial advisor depending on the uniqueness of the items or projects being financed by long-term debt.
3. The Village will issue general obligation debt through a competitive bidding process with the exception of Village Board authorized negotiated sales or State of Wisconsin Capital Financing Programs. Bids will be awarded on a true interest cost (TIC), providing other bidding requirements are satisfied. In the instances in which staff believes competitive bidding produced unsatisfactory bids, the Village has the option to reject the bid and the Village Board may authorize staff to negotiate the sale of the securities.

Negotiated sales of general obligation debt will be considered in circumstances when the complexity of the issue requires specialized expertise (such as advanced refunding to restructure debt service), when time to complete a sale is critical or when a negotiated sale would result in substantial cost savings. Negotiated sales of debt will also be considered for revenue bonds, bond anticipation notes, leases and land contracts when the complexity of the project, revenue source for debt service, or security for the debt makes it likely that a negotiated sale would result in a financial advantage to the Village.

4. Periodic reviews of outstanding debt will be undertaken to determine refunding opportunities. Refunding will be considered (within federal tax law constraints) if and when there is a net economic benefit of the refunding

In general, advanced refundings for economic savings will be undertaken when net present value savings of at least 2% of the refunded debt can be achieved. Current refundings that produce net present value savings of less than 2% savings may be considered when there is a compelling public policy or long-range financing policy objective.

5. Inter-Fund loans. The Village may use inter-fund loans (in lieu of borrowing from private parties) to minimize the expense and administrative effort associated with external borrowing. Inter-Fund loans are typically made for relatively short periods of time (under five years) and relatively low amounts (under one million dollars). Inter-fund loans will be considered to finance high priority needs on a case-by-case basis, only when other planned expenditures in the fund making the loan would not be affected. Inter-fund loans shall be repaid with interest at a rate similar to the average rate of interest the Village earns on its accounts or market rate.

C. Debt Limits and Structure

1. Section 67.03 of Wisconsin Statutes requires that general obligation debt outstanding not exceed 5% of the equalized valuation of the taxable property within the Village. Revenue bonds and notes are not considered debt for purposes of determining compliance with constitutional debt limitations. The Village intends to keep outstanding general obligation debt within 40% of the limit prescribed by law and at levels consistent with its credit objectives and long-term financial plan.
2. The Village will keep the maturity of all outstanding general obligation bonds at or below 20 years.
3. The total annual debt service for general obligation debt (exclusive of that funded by proprietary operations) will not exceed twenty percent (20%) of the Village's total tax levy with an effort to maintain the levy at a proportionate even level for tax rate stabilization.

D. Financial Advisors

1. The Village will utilize the services of a qualified financial advisor in monitoring its debt and debt service.

2. The Village should strive to maintain a long-term relationship with a financial advisor to allow for continuity and consistency in services provided by the advisor. However, the arrangement between the financial advisor and the Village should be examined every three (3) to five (5) years or as deemed necessary by Village administrative staff and the Village Board.
3. All costs of issuing long-term debt, including fees for professional services, underwriting fees, and the interest costs over the term of the debt issue, must be considered and carefully evaluated for each borrowing.
4. The Village will work with the financial advisor to ensure that long-term debt issues are structured to protect the interest of the Village for the present and in the future (for example, the inclusion of call provisions to protect the Village against future interest rate fluctuations or other circumstances).

E. Other Consideration

1. The Village will maintain good communications with bond rating agencies regarding its financial condition.
2. The Village will follow a policy of full disclosure in all financial reporting including bond prospectuses and continuing disclosure agreements required under SEC Rule 15c2-12(b)(5).

This policy will be reviewed by the Finance/Public Works Committee every three (3) years following adoption or sooner at the discretion of the Village Board.

UNFUNDED PROJECTS

Project #: OT **Department:** CSD

Project Name: Sidewalk Connection Plan

Total Project Cost: \$400,000 **Estimated Life of Project:** 35 years

Expenditure Detail:

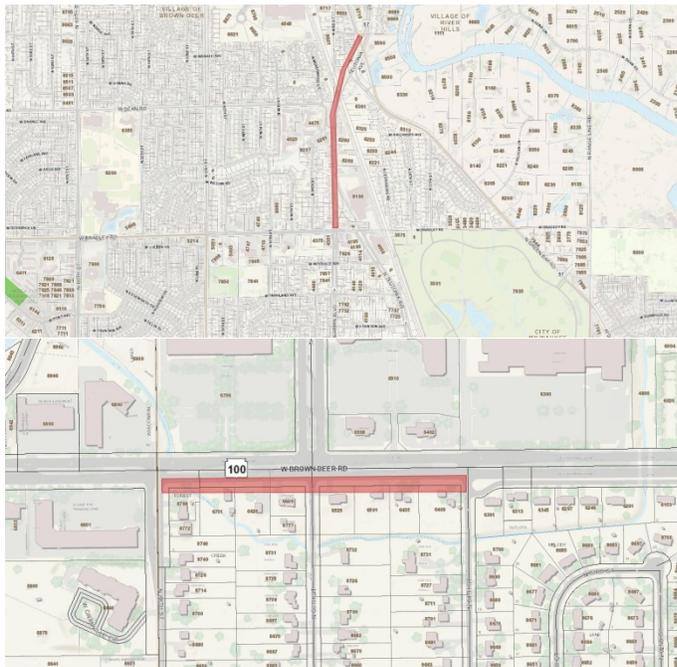
Year	2017	2018	2019	2019	2020
Budget	\$150,000	\$150,000	\$100,000	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: This proposal would help to complete gaps in the existing pedestrian network by installing new sidewalk sections along major thoroughfares throughout the Village. Proposed sidewalk construction would take place along the south side of Brown Deer Road between 68th Street and 64th Street and Teutonia Avenue/Sherman Blvd. from Ruth Place to Bradley Road. This effort is consistent with the Village Board approved sidewalk improvement plan.

Project Justification: Brown Deer’s system of sidewalks is disjointed and inconsistent. By filling in the gaps in this network resident mobility and safety will be significantly improved. Furthermore, the sidewalk extensions will help to promote economic development by more readily connecting consumers with area businesses.

Project Picture / Map:



Project #: OT **Department:** CSD

Project Name: Bike Trail Improvements

Total Project Cost: \$275,000 **Estimated Life of Project:** 30 years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$	\$	\$275,000	\$	\$

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Repair and replace the east/west extension of the bike trail from Village Park to N. Deerbrook Trail and add a section along N. 51st Street from Beaver Creek to W. Fairy Chasm where it could meet up with a trail segment planned for W. Fairy Chasm Road.

Project Justification: The current east/west extension is in very poor condition and needs repair while the addition of a section along N. 51st street would help provide connectivity and functionality for the existing Oak Leaf Trail route.

Project Picture / Map:



Project #: PD17-3 (Option 1) **Department:** POLICE/VILLAGE

Project Name: BODY WORN CAMERAS

Total Project Cost: \$57,600.00 **Estimated Life of Project:** FIVE YEARS

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$57,600.00	\$35,640	\$35,640	\$35,640	\$35,640

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Purchase 35 body worn cameras, accessories and the necessary cloud storage capabilities to support body cameras. This option also includes Tasers and camera upgrades every 2.5 years. If choose PD17-2(3) would be eliminated and PD17-2 would be reduced by \$9,700. Reoccurring costs in year 2018-2021 are required for video storage and equipment upgrades.

Project Justification: Body-worn cameras can help improve the high-quality public service expected of police officers and promote the perceived legitimacy and sense of procedural justice that communities have about their police departments. Furthermore, departments that are already deploying body-worn cameras have noted that the presence of cameras often improves the performance of officers as well as the conduct of the community members who are recorded. This is an important advance in policing. And when officers or members of the public break the law or behave badly, body-worn cameras can create a public record that allows the entire community to see what really happened. This project would allow every officer to have a body camera.

Project Picture / Map:



Project #: PD17-3 (Option 2) **Department:** POLICE/VILLAGE

Project Name: BODY WORN CAMERAS

Total Project Cost: \$57,600.00 **Estimated Life of Project:** FIVE YEARS

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$57,600.00	\$29,520	\$29,520	\$29,520	\$29,520

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Purchase 35 body worn cameras, accessories and the necessary cloud storage capabilities to support body cameras. Reoccurring costs in year 2018-2021 are required for video storage and camera upgrades.

Project Justification: Body-worn cameras can help improve the high-quality public service expected of police officers and promote the perceived legitimacy and sense of procedural justice that communities have about their police departments. Furthermore, departments that are already deploying body-worn cameras have noted that the presence of cameras often improves the performance of officers as well as the conduct of the community members who are recorded. This is an important advance in policing. And when officers or members of the public break the law or behave badly, body-worn cameras can create a public record that allows the entire community to see what really happened. This project would allow every officer to have a body camera.

Project Picture / Map:



Project #: PD17-4 **Department:** POLICE

Project Name: POLICE MOTORCYCLE PROGRAM

Total Project Cost: \$ **Estimated Life of Project:** 10 YEAR

Expenditure Detail:

Year	2017
Budget	\$54,629.38

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Purchase of a new Harley – Davidson FLHTP police motorcycle, all equipment and motor officer training. Police motorcycles typically have a ten year operational life.

Project Justification: A major part of the Brown Deer Police Department’s policing strategy is community relations, visibility and crime prevention. The police motorcycle unit is a highly effective tool in traffic enforcement during high volume traffic periods and traffic escorts. The police motorcycle can also access areas a police squad car cannot (bike paths/trails, power line access roads) and has a stealthy approach to parking lots, subdivisions and crimes in progress. The police motorcycle unit would lead the Fourth of July parade, participate in the Night Out for Justice event and be used in any situation where the police department is able to interact with the public.

Project Picture / Map:



Project #: OT **Department:** Manager's Office

Project Name: Window Replacement

Total Project Cost: \$75,000

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	15,000	15,000	15,000	15,000	15,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: The windows need to be replaced in the police department, health department, inspection department, water department, and engineering department.

Project Justification: The windows are leaking in between the glass and are less energy efficient.

Project Picture / Map:



Project #: 0T **Department:** Manager's Office

Project Name: LED Light Replacement

Total Project Cost: \$50,000

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	0T	0T	0T	0T	50,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Replace all existing lights in the building with LED lights.

Project Justification: Since most light within Village Hall are original to the initial construction there have become more ways to become energy efficient cost saving. If we changed to LED light we would see significant cost savings and the project would more than pay for itself in 3 years.

Project Picture / Map:



Project #: LIB/17/1 **Department:** Library

Project Name: Window Replacement

Total Project Cost: \$34,000 **Estimated Life of Project:** 20 years

Expenditure Detail:

Year	2016	2017	2018	2019	2020
Budget	0T	\$34,000	0T	0T	0T

Funding Sources: Levy Debt Grant Donations Fund Balance TIF Funds

Project Description: Replace failing exterior windows and trim, replace locked and disused emergency exit doors with stationary exterior windows.

Project Justification: Exterior windows are dual pane and original to the building. Some windows have failed seals that allow condensation in winter that can lead to rot of inside walls below. Windows most affected are non-standard shape and size requiring custom orders. Exterior and interior trim is still in good condition and will not need replacement.

Project Picture / Map:



Project #: LIB/18/1 **Department:** Library

Project Name: Carpet replacement

Total Project Cost: \$78,000 **Estimated Life of Project:** 15-18 years

Expenditure Detail:

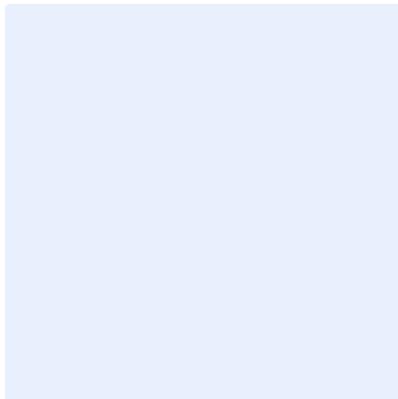
Year	2016	2017	2018	2019	2020
Budget	0T	0T	78,000	0T	0T

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Replace carpeting in library reading room, community room and staff areas.

Project Justification: The Carpet and Rug Institute estimates that that commercial carpeting in a medium/high traffic facility can last 11-22 years depending on the maintenance routine used by the owner. Brown Deer Library’s carpet was installed in 2000. Routine maintenance with hot water extraction has been irregular, and some high traffic areas show significant wear and discoloration. Some sections repaired with overruns are now also showing wear.

Project Picture / Map:



Project #: LIB/18/1 **Department:** Library

Project Name: Staff PC, Server and Peripheral equipment replacement

Total Project Cost: \$26,200 **Estimated Life of Project:** 5 years

Expenditure Detail:

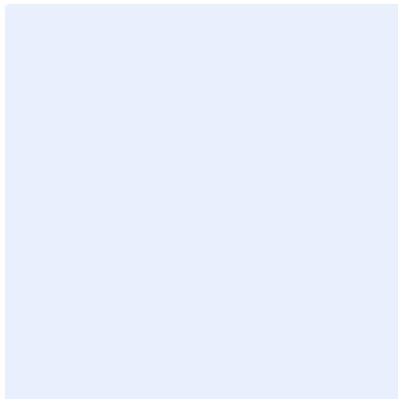
Year	2016	2017	2018	2019	2020
Budget	0T	0T	26,200	0T	0T

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Industry standard computer life cycle recommendation for office computer equipment is 4 years for desktop PCs, and 5 years for networking hardware, servers and peripherals. 12 staff desktop PCs were installed in 2012, peripherals including printers and scanners were purchased in 1995, 2006 and 2011. The server was installed in 2012.

Project Justification: All equipment is scheduled for replacement in order to pre-empt service outages due to failing aging hardware, and maintain interoperability with new third-party software and hardware.

Project Picture / Map:



Project #: LIB/19/1 **Department:** Library

Project Name: Patio removal/remodel and landscaping

Total Project Cost: \$15,000 **Estimated Life of Project:** 30 years

Expenditure Detail:

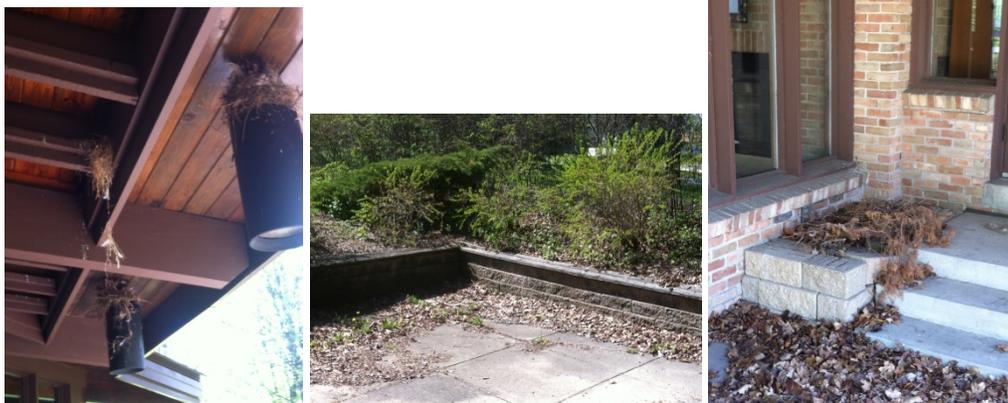
Year	2016	2017	2018	2019	2020
Budget	0T	0T	0T	15,000	0T

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Remove or remodel patio, including but not limited to abandoning floor drain, backfilling, installing/replacing landscaping, installing bird netting under roof overhang, installing new light fixtures, installing vandalism-reduction materials where needed.

Project Justification: The outdoor sunken patio on the Library’s south side has gone unused for years, is deteriorating and collects debris. Landscaping around it has matured, some looking overgrown and unsightly, and creating a low visibility area that raises concerns about building security. Retaining wall seats are rotten and unattached, cement is crumbling. The roof overhang is a popular nesting place for birds, causing damage to light fixtures and significant annual cleaning needs.

Project Picture / Map:



Project #: LIB/20/1 **Department:** Library

Project Name: Security camera system upgrade

Total Project Cost: \$15,000 **Estimated Life of Project:** 15 years

Expenditure Detail:

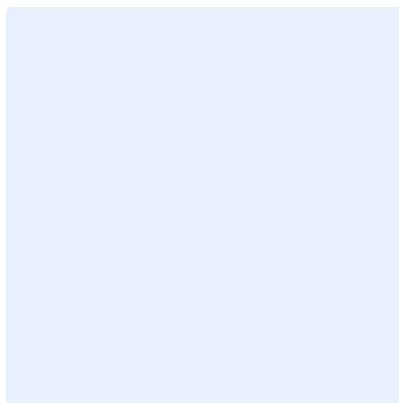
Year	2016	2017	2018	2019	2020
Budget	0T	0T	0T	0T	15,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Upgrade 15 year old (installed 2004) CCTV security camera system to IP cameras and DVR capture with high-resolution imaging.

Project Justification: As staff levels shrink but user visits increase, security cameras are crucial to our efforts to maintain appropriate behavior after school as well as identify and address theft of library and patron materials. Per security experts, an expected lifespan of 15 years is generous and existing software/hardware could be discontinued by the manufacturer and distributor soon. IP system will utilize a computer network to transmit images at high speed, allow longer records retention due to smaller data size, and be cheaper to maintain. Safety is a community priority, and we're able to support this effort with an improved security camera system.

Project Picture / Map:



Project #: LIB/20/2 **Department:** Library

Project Name: Furniture replacement - Reading Room and Staff

Total Project Cost: \$9,000 **Estimated Life of Project:** 15 years

Expenditure Detail:

Year	2016	2017	2018	2019	2020
Budget	0T	0T	0T	0T	9000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Replace major furniture pieces in library reading room and staff areas including desks, tables and chairs.

Project Justification: Reading room and some staff furniture is over 30 years old. Soft reading room seats were recovered in 2010. Most staff task seating has been replaced at occasional intervals as needed. However, an updated appearance with new and more compact furniture will bring new life to the dated-looking library interior in a cost-effective manner.

Project Picture / Map:



Project #: LIB/20/3 **Department:** Library

Project Name: Express self service [RFID Phase 1]

Total Project Cost: \$112,000 **Estimated Life of Project:** 15 years-equipment, 30 years-furniture/fixtures

Expenditure Detail:

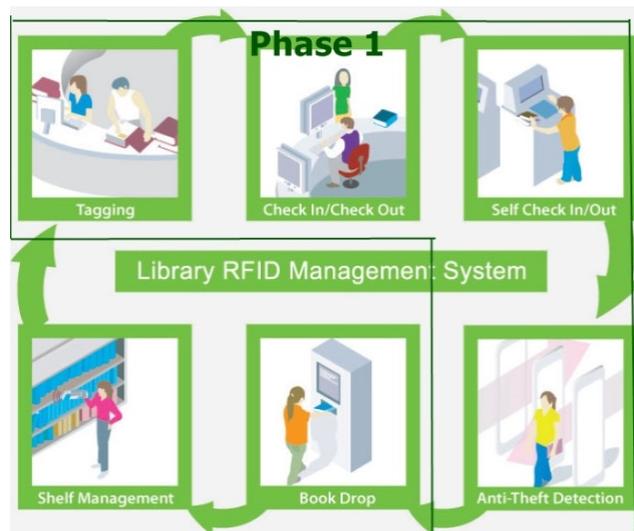
Year	2016	2017	2018	2019	2020
Budget	0T	0T	0T	0T	112,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: This project will place an RFID tag in each of 80,000 items, code them in the library’s database, install hardware and software on staff computers that will manage the RFID information, install security gates that will secure the RFID tagged items, and install 2 RFID-enabled express self service checkout/fine payment stations for patron use [\$76,200]. Relocate/add data and electrical cables and modify/purchase furniture and fixtures necessary for the new equipment [\$35,000].

Project Justification: Use patterns require that a minimum of two circulation staff be scheduled to cover the front desk for every open hour in order to handle immediate customer service needs without long waits. These staff answer incoming phone calls, create library cards, retrieve patron holds, take fine/fee payments, answer questions and check items in and out. Simply checking items out to customers fully occupies one of the staff’s time. RFID allows libraries to outsource to the customer the simple tasks of checkout, holds retrieval and fine payment in a user-friendly way. Reconfiguration and ergonomics improvements in staff work areas will increase staff efficiency considerably. Both projects can release high-cost staff to address higher-value in-demand tasks that cannot be outsourced, and make it possible to increase library service without increasing staffing levels.

Project Picture / Map:



Project #: LIB/20/4 **Department:** Library

Project Name: Automated materials handling [RFID Phase 2]

Total Project Cost: \$87,000 **Estimated Life of Project:** 15 years-equipment, 30 years-furniture/fixtures

Expenditure Detail:

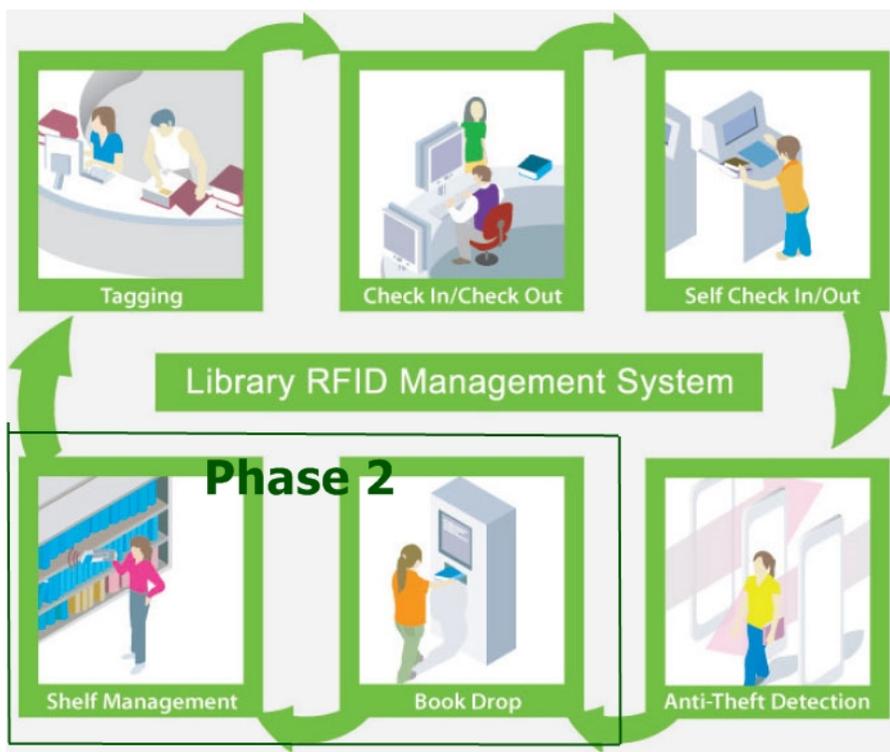
Year	2016	2017	2018	2019	2020
Budget	0T	0T	0T	0T	87,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: This project will install an RFID enabled 3-bin automated materials handler (aka sorter/AMH) in the circulation area. Items returned by patrons will be automatically checked in and then sorted into large groupings [\$50,000]. Setup of temporary circulation area in reading room, construction of patron-side induction wall, installation/rerouting of data and electrical connections, reconfiguration of staff workroom and replacement of furniture/fixtures as needed, relocation of Director’s office [\$35,000].

Project Justification: Extends the benefits of RFID express self-service technology to reduce staff labor and creates opportunities to increase library service without increasing staffing levels.

Project Picture / Map:



Project #: 0T **Department:** Park and Recreation Department

Project Name: Wibit Water Obstacle Course

Total Project Cost: \$50,000.00 **Estimated Life of Project:** Maximum 15 Years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	0T	0T	\$53,000	0T	0T

Funding Sources: Levy Debt Grant Donations Fund Balance TIF Funds

Project Description: Wibit floating obstacle course

Project Justification: In 2007 we starting upgrading the Pond experience with a new beach house to replace aging changing room facilities, 2011 the Play Structure was added to the beach area, 2013 we added a new water chlorine water management system and in 2014 we replaced the aging platform with a new floating raft with diving board.

Now we are looking to take another step and improve the water experience and give people a reason to come and visit the Pond with a Wibit Obstacle Course and improve the aquatic experience for the residents and the people who come to visit the Community. The obstacle course will assist in increasing attendance give us a marketing tool to make the Pond a destination that people will want to visit in the summer.

Project Picture / Map:



Project #: DPW/17-21/D **Department:** Public Works

Project Name: Beautification Projects

Total Project Cost: \$5,000 **Estimated Life of Project:** 1-year

Expenditure Detail:

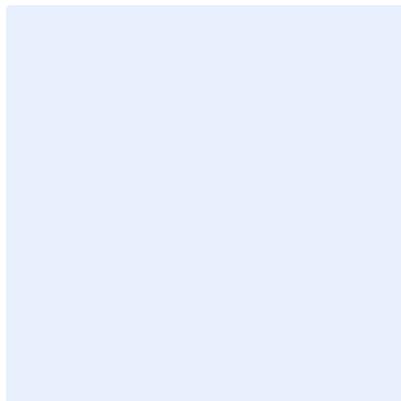
Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: During the summer months (May thru September) DPW undertakes several Beautification projects throughout the Village. Beautification include: Planter bed replacements, Perennial planting, Shrub planting, Tree planting, Landscaping stone (river stone), and mulching at the Village Hall, Library and all median planter beds (includes edge trimmer).

Project Justification: One of the Village goals is to be a “Beautiful Suburban Community”.

Project Picture / Map:



Project #: DPW/17-21/F **Department:** Public Works

Project Name: Village Identification Signs (street name signs)

Total Project Cost: \$5,000 **Estimated Life of Project:** 15-years

Expenditure Detail:

Year	2017	2018	2019	2020	2021
Budget	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Funding Sources: Levy Debt Grant Donations Fund Balance

Project Description: Replacement of Village street name signs due to age and non-compliance with the latest Manual of Uniform Traffic Control Devices (MUTCD). This is a multi-year project. In the early 1990's the Village replaced the street name signs throughout the Village. The new MUTCD has revised the standards for street name signs and retro-reflectivity. The Village is required to have a plan to meet the new requirements by 2018. The existing signs are showing cracking and no longer meet the retro-reflectivity requirements due to age. In 2012 a new sign design was selected and the Department will use the design for ongoing maintenance replacements until 2016. It is anticipated that a major replacement program will start in 2017 and extend through 2021.

Project Justification: MUTCD requirement.

Project Picture / Map:





2015 Strategic Plan

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 - a. Library Director's Message
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3. Strategic Goals
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5. Action Plan
6. Assessment and reporting
7. Strategic Plan at a Glance (1 page Plan summary)

LIBRARY DIRECTOR'S MESSAGE

5/19/16

The Brown Deer Public Library has been a part of this community for over 50 years. It has worked hard to ensure that its services respond to the community's needs and expectations. We continue that work in a more formal way by gathering community feedback into this document.

One can see from the pages that follow that our community's needs and expectations mirror those of the nation generally, based on the March 2016 release of the IMPLS Public Libraries Survey 2013. Increased use of the internet for information gathering and recreation has been a key factor in the slowing of overall library materials circulation. Libraries have also seen decreases in physical library visits, in-library computer use, and declining revenues at the state levels. However, other measures are up, including program attendance, ebook circulation and children's materials circulation.

The challenges libraries face moving forward will create interesting opportunities. In Brown Deer we will make strategic decisions that ensure library awareness, improve perceptions of our community, support student achievement, advance technology literacy and emphasize the value of reading.

We hope you agree that the Strategic Goals and our subsequent activities over the next 3 to 5 years will increase your trust in the Brown Deer Public Library as an invaluable community resource that responds to your needs earns your support.

Sincerely,



Brian Williams-Van Klooster

ACKNOWLEDGEMENTS

Three essential groups made this project possible.

Members of the Stakeholder Team volunteered many hours of their time over the course of two months to ensure that the project received thoughtful and useful input. This Plan would not exist if it weren't for their care and concern for this community's access to library service.

Members of the Friends of Brown Deer Library also invest hundreds of volunteer hours each year that result in generous donations to the Library. A portion of funds raised in 2015 were allocated to help hire a professional consultant to facilitate and assist with critical components of the Strategic Plan process. The consultant's expertise and assistance was invaluable in keeping the project unbiased and on schedule.

Finally, Library staff are the backbone of this project's long term success. Their willingness to enter into a new process for delivering and evaluating their services is noble. The Brown Deer Public Library's service area is fortunate to have this dedicated and conscientious group as stewards of information access.

OVERVIEW

In 2014 the Brown Deer Public Library staff and leadership committed to a 2015 Department goal of developing a 3 to 5 year strategic plan. The Plan would help draw a 'roadmap' to connect library decision making with community needs and values, with the end goal of demonstrating better service to their community.

A project plan was developed in early 2015 to facilitate reaching this goal. It's major components included convening of community stakeholders to gather feedback about Library activities, development of goals informed by stakeholder input, evaluation of current and potential future library activities, identification of success assessment measures, production of an official Strategic Plan document, and finally Plan implementation.

The most essential component of any strategic planning effort is the gathering of stakeholder input. In the case of a public library plan, the represented stakeholders are incredibly diverse. A 12 member Stakeholder Team was created, composed of both library users and nonusers, school and municipal leadership, Milwaukee and Brown Deer residents, young families, retirees, and business. The Stakeholder Team was given Brown Deer Public Library service area demographic data and Library use data as well as general background information about public library service and funding in Wisconsin and Milwaukee County.

A consultant from the well-respected nonprofit Wisconsin Library Services (WiLS) was employed to help facilitate and report on Stakeholder Team discussions. The consultant in cooperation with the Library Director consolidated Team discussions into five Strategic Goals that captured all discussion themes.

The five Strategic Goals became the major signposts on the Library's new roadmap for service connection. Library staff and Board leadership analyzed current Library activities and resources to identify what was already being done in service to these Goals. Staff and leadership then brainstormed possible future activities that would further affect progress toward the Goals. Finally, estimates of what resources would be needed to pursue the Goals were created.

As noted, the Strategic Plan is intended to influence Library activities over a 3 to 5 year period. Library staff and Leadership will develop quantifiable and time-bound evaluation measures to help track library success toward achievement of the Strategic Plan Goals. An annual progress summary will be shared with Library and Village leadership on each anniversary of the Plan's release. Typically, organizations start a new strategic plan process soon after a current process is completed.

It is our genuine hope that this complex but important project leads to a dramatically improved, relevant and sustainable Brown Deer Public Library that better serves the community both in the near and distant future.

STRATEGIC GOALS

Five broad Strategic Goals that represent recurring themes from Stakeholder Team discussions were identified and defined by Consultant and Director. Current Activities and Potential New Opportunities that reflect the Team’s desires were identified by library Director, Staff and Board. Though some consideration was given to existing and perceived resource requirements and limitations, Future Opportunities were included for their ability to meet Strategic Goals, rather than their predicted feasibility.

STRATEGIC GOALS	CURRENT ACTIVITIES	POTENTIAL NEW OPPORTUNITIES
<p>AWARENESS: Ensure broad awareness of the library as one of the amenities that makes Brown Deer desirable</p>	<ul style="list-style-type: none"> • Quarterly Library eNewsletter, weekly Tracker content, OBD Magazine, active presence on major social media channels • Informative Library website • Outreach to schools & community at events • Distribute information about programs and services consistently and frequently throughout service area • Maintain up-to-date and informative presence on directory results from Google, Yahoo, Bing, etc • Annual reporting to the community • Other: 	<ul style="list-style-type: none"> • Better engage community through more outreach-mobile collections & checkouts/off-site registration/ mobile gaming /attend more community & school events, stock little free libraries with BDPL info • Outreach librarian • BDPL Car magnets • Newspaper column • Consistent communication w/ Media, eg Metro Parent, etc • Better communication through non-digital channels • Widely publicized National Library Week activities or programs • Annual reporting to the community to emphasize unique programs and activities • Other:
<p>COMMUNITY PERCEPTIONS: Help contribute to community perceptions of Brown Deer as stable, safe, neighborly, inclusive, family-oriented</p>	<ul style="list-style-type: none"> • After school programs • Family programs • High quality customer service • Outreach at community events • New street sign gives invitations to participate • Library location with bridge to school • Attractive well-maintained facility w/ good lighting • Other: 	<ul style="list-style-type: none"> • Street sign to have Village ‘values’ slides • BDPL Car magnets • Regular BD Police patrol walk-through & engage w/ patrons in positive manner • Partner w/ Health Dept, NSFire, BDPD for programs, eg Citizen Police Academy • ‘Drives’ for various causes • Other:

*BROWN DEER PUBLIC LIBRARY
2015 Strategic Plan*

STRATEGIC GOALS, CONTINUED...

STRATEGIC GOALS	CURRENT ACTIVITIES	POTENTIAL NEW OPPORTUNITIES
<p>STUDENT ACHIEVEMENT: Support student achievement and a strong school system</p>	<ul style="list-style-type: none"> • Reading programs for all ages • Story time that supports early literacy and love of reading • 1000 Books Before Kindergarten • Broad collection of materials and resources that encourage discovery and help supplement school libraries' collections • Outreach to BD School District at events and special programs • Other: 	<ul style="list-style-type: none"> • School cooperation like shared/deposit NF collection • Be at BD Schools' Community Learning Center after school • Be at events • Coordinate child/youth collection purchases with school • Partner with School Reading Specialists • Partner with BD Recreation Department for programs • Regularly attend School District and PTO meetings • More frequent postings through PeachJar • Other:
<p>TECHNOLOGY HUB: Be known as a technology hub where training, access, exposure, 21st Century skill development and help happens</p>	<ul style="list-style-type: none"> • Ebook help • Up-to-date business machines and software • On-demand basic computer help • eReader loan • High speed wireless and wired internet • Laptop and desktop PCs • Other: 	<ul style="list-style-type: none"> • PC classes at BDPL or w/ laptops at Community Center • Gadget loan • Gadget 'petting zoo' • Special technology programs based on patron feedback and trends in popular consumer technology • Technology Training librarian • Connect/partner with local technology and training groups, eg Goodwill Workforce • Other:
<p>CORE SERVICES: Offer core services that emphasize the value of reading and maintain collections that support lifelong learning and affordable recreation</p>	<ul style="list-style-type: none"> • Reading and literacy programs for all ages • High quality reference and readers advisory service • Collection expenditures at \$4.83 per municipal capita annually, below Basic Level (Wisconsin Public Library Standards) • Create and maintain distribution of popular materials lists • Other: 	<ul style="list-style-type: none"> • Increase collection expenditures to reach WI Public Library Standards Basic Level • Increase weekly open hours to reach WI Public Library Standards Basic Level • Emphasize programs that are tied to reading and learning, partner others with community • More dynamic displays, esp related to community room activities

RESOURCE ASSESSMENT

An organization knows what resources are required to support its activities. But when asked to adjust or refine those activities and/or add others, resource review and re-evaluation must take place. The organization must identify what resources will be needed to achieve the strategic goals within the timeframes available and by the measures established.

Essential to this process is acknowledgement that some existing activities not directly serving the strategic goals may be discontinued or curtailed in order to reallocate resources to new or refined activities. Also essential to this process is the recognition that resources often, but not necessarily, mean money. Resources can also include time, staff, partnership organizations, knowledge, and others.

STRATEGIC GOALS	POTENTIAL NEW OPPORTUNITIES	RESOURCES NEEDED
AWARENESS	<ul style="list-style-type: none"> • Better engage community through more outreach-mobile collections & checkouts/off-site registration/ mobile gaming /attend more community & school events, stock little free libraries with BDPL info • Outreach librarian • BDPL Car magnets • Newspaper column • Consistent communication w/ Media, eg Metro Parent, etc • Better communication through non-digital channels • Widely publicized National Library Week activities or programs • Annual reporting to the community to emphasize unique programs and activities 	<ul style="list-style-type: none"> • Staff time to develop and deploy messaging • Staff time to maintain full calendar of outreach activities
COMMUNITY PERCEPTIONS	<ul style="list-style-type: none"> • Street sign to show Village 'Values' slides • BDPL car magnets • Regular BDPL police patrol walk-through to engage patrons in positive manner • Partner with Health, Fire, BDPD, Park and Rec for programs, eg Citizen Police Academy • 'Drives' for various causes • Recruit 'values' organizations to hold regular meetings at BDPL (Eg Scouts, Neighborhood watch, park and rec classes, etc) 	<ul style="list-style-type: none"> • Staff time to develop and deploy messaging • Staff time to develop and maintain network of mission-compatible partners

*BROWN DEER PUBLIC LIBRARY
2015 Strategic Plan*

RESOURCE ASSESSMENT continued...

STRATEGIC GOALS	POTENTIAL NEW OPPORTUNITIES	RESOURCES NEEDED
STUDENT ACHIEVEMENT	<ul style="list-style-type: none"> • School cooperation like shared/deposit NF collection • Be at BD Schools' Community Learning Center after school • Be at events • Coordinate child/youth collection purchases with school • Partner with School Reading Specialists • Partner with BD Recreation Department for programs • Regularly attend School District and PTO meetings • More frequent postings through PeachJar 	<ul style="list-style-type: none"> • Staff time to develop and maintain strong school relationships while concurrently maintaining adequate open-hours staffing at library
TECHNOLOGY HUB	<ul style="list-style-type: none"> • PC classes at BDPL or w/ laptops at Community Center • Gadget loan • Gadget 'petting zoo' • Special technology programs based on patron feedback and trends in popular consumer technology • Technology Training librarian • Connect/partner with local technology and training groups, eg Goodwill Workforce 	<ul style="list-style-type: none"> • Staff time to develop and maintain technology partners, programming, attend professional development training, manage technological resources
CORE SERVICES	<ul style="list-style-type: none"> • Increase collection expenditures to reach Basic Level (WI Public Library Standards 5th Ed. recommends \$5.40 per capita annually; BDPL expended \$4.83 per capita in 2015) • Increase weekly open hours to reach Basic Level (WI Public Library Standards 5th Ed. recommends 58 hours per week; BDPL is open 48 hours per week) • Emphasize programs that are tied to reading and learning, partner recreational programs with BD Park and Rec, partner educational programs with Schools or Seniors • More dynamic displays, esp related to community room activities 	<ul style="list-style-type: none"> • Revenue stability to ensure consistency in current and future activities, retain committed and qualified staff, shore up reductions in Core Services including staff wages/benefits and materials budget

ACTION PLAN

Our Future Opportunities show staff time as the primary resource needed. However, lack of new funding in future budgets means that the staff time required will not come from an increase to staff hours. Existing staff time will have to be taken from current activities not aligned with Strategic Goals if we are to pursue Future Opportunities while maintaining Core Services.

Year 1 (June 2016- May 2017)	<ul style="list-style-type: none"> • Objective: Complete Progress Assessment and Reporting plan-by July • Objective: Establish assessment and reporting schedule by-July • Objective: Identify existing resources available for realignment or discontinuation-by May '17 • Objective: Report quarterly on Plan progress to Library Board
Year 2 (June 2017- May 2018)	<ul style="list-style-type: none"> • Objective: Develop Potential New Opportunities with community partners that connect to Village Goals and this Strategic Plan-by May '18 • Objective: Report quarterly on Plan progress to Library Board
Year 3 (June 2018- May 2019)	<ul style="list-style-type: none"> • Objective: Conduct community survey to measure perceptions and impacts of new service model-by May '19 • Objective: Reconvene Strategic Planning Stakeholder Team for feedback session-by May '19 • Objective: Report quarterly on Plan progress to Library Board

PROGRESS ASSESSMENT AND REPORTING

The Brown Deer Library staff will focus heavily on measuring outcomes to assess progress toward objectives identified in the Action Plan. Assessment and reporting tools from the Public Library Association's *ProjectOutcome* and *ImpactSurvey* will be used where appropriate. A LibraryEDGE pre- and post- assessment will also be conducted to compare Strategic Plan progress with other broad industry benchmarks.

Preliminary outcome assessment questions could include:

Perception and Awareness

- ✓ Having a library in Brown Deer helps make the surrounding community feel: safe; stable; neighborly; inclusive; family-oriented
- ✓ If Brown Deer did not have a library, I would think of Brown Deer as a less desirable place to live in or near
- ✓ The people I know are aware that Brown Deer has a library
- ✓ Based on what I learned, I am now more likely to visit the library than before
- ✓ I am more aware of the services and benefits the library offers me
- ✓ When I visit the library I feel like I am part of the community

Student Achievement

- ✓ I learned something new that I can share with my children
- ✓ I feel more confident to help my children learn
- ✓ Having access to a library helps me improve my learning outside of school
- ✓ I believe my schoolwork is better because of the resources I get from the library
- ✓ My child has shown an increased enthusiasm for reading since coming to the library/story time

Technology Hub

- ✓ I feel more knowledgeable about using digital resources and gadgets
- ✓ I feel more confident when using digital resources and gadgets
- ✓ I am more aware of technology resources and services provided by the library
- ✓ I learned something I didn't know before and intend to use that new knowledge

Core Services

- ✓ I learned something new that is helpful
- ✓ I don't think I would have learned this if it weren't for the library
- ✓ My appreciation for the importance of reading has increased
- ✓ I discovered something about myself that I didn't know before
- ✓ I participated in something that I wouldn't have otherwise because it was offered for free at the library
- ✓ By using library resources I saved money that is now available for my other expenses
- ✓ I was inspired to make positive change in my life because of something I learned/read at from the library

AT A GLANCE...

In 2014, library leadership committed to developing a Strategic Plan. It convened three Stakeholder Team meetings consisting of a diverse sample of the library's user and non-user community. This Team shared feedback and discussion that led to the development of 5 Strategic Goals.

STRATEGIC GOALS
AWARENESS: Ensure broad awareness of the library as one of the amenities that makes Brown Deer desirable
COMMUNITY PERCEPTIONS: Help contribute to community perceptions of Brown Deer as stable, safe, neighborly, inclusive, family-oriented
STUDENT ACHIEVEMENT: Support student achievement and a strong school system
TECHNOLOGY HUB: Be known as a technology hub where training, access, exposure, 21 st Century skill development and help happens
CORE SERVICES: Offer core services that emphasize the value of reading and maintain collections that support lifelong learning and affordable recreation

The library's current activities were compared with the Strategic Goals to identify those to continue and/or amplify. Activities that the library is not currently doing, but could do, in an effort to achieve the Goals, were brainstormed and identified as Future New Opportunities. Finally, current activities that do not serve the Goals were identified for discontinuation or reduction in order to free up resources for new and amplified activities.

RESOURCES NEEDED
Staff Time: to develop and maintain network of community partnerships, maintain full calendar of outreach activities, better engage the community outside of the library
Revenue Stability: to ensure consistency in current and future activities, retain committed and qualified staff, shore up reductions in Core Services

The majority of current library activities support the Core Services Goal. They are desirable and necessary to continue. However, many additional Future New Opportunities were identified that would contribute to reaching other Goals. The library will need Time and Revenue Stability to take meaningful action on them.

Time resources may become available through identifying remaining efficiencies in current activities and by automating processes for which affordable solutions exist. Revenue Stability may be addressed by advocacy efforts and reports of positive outcomes toward Plan goals.

Outcomes will be measured to assess progress toward objectives identified in the Action Plan. Reporting will occur quarterly to the Library Board.