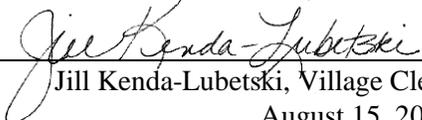


VILLAGE BOARD MEETING
Monday, August 20, 2018
Earl McGovern Board Room, 6:30 P.M.



PLEASE TAKE NOTICE that a meeting of the Brown Deer 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. **Consent Agenda**
 - A) Consideration of Minutes: August 6, 2018 – Regular Meeting
 - B) July 2018 Vouchers
 - C) June 2018 Financial Report
- V. **New Business**
 - A) Discussion of the Brown Deer Library and the Town Hall Meeting on September 18, 2018
 - B) Review and Approval of a reduction in building permit fees for the Brown Deer School District
 - C) Review and Approve a Planned Development Agreement with Core Commercial LLC for a Dollar Tree Retail Store at 9325 North Green Bay Road
 - D) Approve the 2019-2023 Capital Improvement Plan (CIP)
 - E) Approve the Contract with Kapur & Associates, Inc. for Professional Landscape Architect Services for Streetscaping Concepts/Plans as part of the WisDOT STH 100 Resurfacing Project and WisDOT STH 57 Urban Interchange Reconstruction Project(s)
 - F) Approve the Contract with Ruckert Mielke Amending the GIS Services Agreement to Include Document Scanning and GIS Linking
 - G) Approve the Submittal of the Milwaukee County Community Development Block Grant Program Applications for Program Year 2019 Funding
 - H) Ordinance No. 18-, “Repeal and Recreate Chapter 50, Article V of the Village of Brown Deer Village Code, Regulating Snow and Ice Removal on Public Sidewalks, etc.
- VI. Village President’s Report
- VII. Village Committee Reports
- VIII. Village Manager’s Report
- IX. Recess into Closed Session pursuant to §19.85(1) (c)(e) Wisconsin Statutes for the following reasons:
 - (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - 1. Discussion - Water Department Employee status
 - (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
 - 1. Possible acquisition of property for public purposes
- X. Reconvene into Open Session for Possible Action on Closed Session Deliberations
- XI. Adjournment


Jill Kenda-Lubetski, Village Clerk
August 15, 2018

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
AUGUST 6, 2018 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Krueger at 6:30 P.M.

I. Roll Call

Present: Village President Krueger; Trustees: Baker, Quirk, Springman, Montgomery, Schilz

Excused: Village Trustee: Wedward

Also Present: Michael Hall, Village Manager; Erin Hirn, Assistant Village Manager/ Deputy Clerk; Mike Kass, Chief of Police; Nate Piotrowski, Development Director; John Fuchs, Village Attorney; Matthew Maederer, Village Engineer/Public Works Director; Dana Anderson, Library Director; Chad Hoier, Park & Recreation Director; Derrick Danner, Senior Accountant

II. Pledge of Allegiance

III. Persons Desiring to be Heard

Mr. Glenn Trischan, 8322 N. 51st Street, spoke regarding the Brown Deer Fire Regulations. President Krueger referred the issue to staff for further investigation.

Mr. Timothy Ruf, 6602 W. Donges Lane, spoke regarding the approach to his driveway. Mr. Maederer, Public Works Director, informed Mr. Ruf that this issue is known and will be fixed with no cost to the village within the next two weeks. Trustee Montgomery asked if the surrounding properties had been assessed for similar issues. Mr. Maederer confirmed the properties have been assessed and documented.

IV. Consent Agenda

- A) Consideration of Minutes: July 16, 2018 – Regular Meeting
- B) Consideration of Minutes: July 26, 2018 – Special Meeting

It was moved by Trustee Quirk and seconded by Trustee Montgomery to approve the consent agenda. The motion passed 6-0.

V. New Business

- A) Discussion of the Brown Deer Library and the Town Hall Meeting on September 18, 2018
- B) Approve the School Liaison Officer Memorandum of Understanding Between the Village of Brown Deer and the Brown Deer School District

Chief Michael Kass stated that the Brown Deer School District and the Police Department will pay for the Liaison Officer position 50/50 and have an officer at the school full time.

Trustee Quirk asked about changes to the agreement, the presence of the police officer, and will he be armed and in uniform. Chief Kass stated this would be the first agreement regarding the Liaison Officer and that the officer will have an office both in the high school and in the elementary school. The officer will not be in uniform and will be armed.

Trustee Montgomery asked if this officer would also be patrolling the event. Chief Kass said that the school has an outside security agency that they contract with for after school events.

Trustee Baker asked if this was being funded by the state grant. Chief Kass stated that this was not funded by the state grant because that is only for outside security agencies only.

Trustee Springman asked if this agreement would limit the village from utilizing this officer if necessary. Chief Kass said it would not limit the village's access to this officer if an urgent situation arose.

It was moved by Trustee Springman and seconded by Trustee Quirk to approve the school liaison officer memorandum of understanding between the Village of Brown Deer and the Brown Deer School District. The motion passed 6-0.

C) Presentation and Workshop for the Capital Improvement Plan (CIP) 2019-2023

Village Manager Michael Hall gave a presentation explaining the Capital Improvement Plan. The CIP will be voted on next meeting and therefore no action is necessary at this time.

VI. Committee Appointments

Mr. Hall presented the request to reappoint Ryan Schmitz to the Plan Commission.

It was moved by President Krueger and seconded by Trustee Schilz to reappoint Mr. Ryan Schmitz to the Plan Commission. The motion passed 6-0.

VII. Village President's Report

- Trustee Schilz was given the opportunity to comment on the Water Commission stating that there would be a new and less expensive public utility bill coming in the next mailing.

VIII. Village Manager's Report

- Last Vibes Concert will be on August 15th

IX. Recess into Closed Session pursuant to §19.85(1) (g)(e) Wisconsin Statutes for the following reasons:

- (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
 1. Possible acquisition of property for public purposes

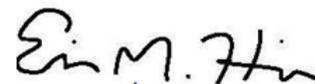
It was moved by Trustee Springman and seconded by Trustee Quirk to recess into closed session at 7:34 p.m. The motion passed 6-0.

X. Reconvene into Open Session for Possible Action on Closed Session Deliberations

It was moved by President Krueger and seconded by Trustee Quirk to reconvene into open session for possible action on closed session deliberations at 8:23 p.m. The motion passed 6-0.

XI. Adjournment

It was moved by Trustee Quirk and seconded by Trustee Schilz to adjourn at 8:24 p.m. The motion carried 6-0.



Erin M. Hirn, Assistant Manager/Deputy Clerk



REQUEST FOR CONSIDERATION

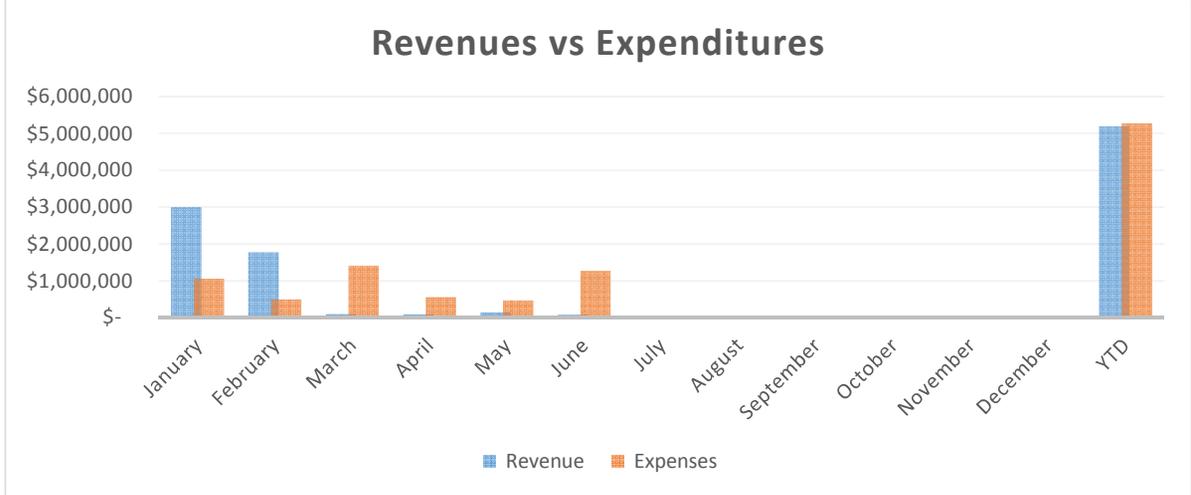
COMMITTEE:	Finance/Public Works Committee
ITEM DESCRIPTION:	July 2018 Financial Report
PREPARED BY:	Derrick Danner, Senior Accountant
REPORT DATE:	August 8, 2018
MANAGER'S REVIEW/COMMENTS:	<input checked="" type="checkbox"/> No additional comments to this report. <input type="checkbox"/> See additional comments attached.
RECOMMENDATION:	For Information Purposes
EXPLANATION:	<p>Attached is the Revenue and Expenditure Report as of June 30, 2018.</p> <p>Columns one and two compare activity for June 2017 and June 2018. Column three is the YTD balance as of June 2018 Column four is 2018 Budget Amount Column five is Available Balance Column six is percentage of Budget used</p> <p>Here are the top Three Financial Highlights from the month of June 2018:</p> <ol style="list-style-type: none">1. At the end of June we have collected 71.41% of the tax levy which is less than the 2017 collection, which was 87.91%2. At the end of June, the General Fund has received 51.30% of budget revenue.3. At the end of June, the General Fund has spent 52.04% of budget expenditures. <p>Please feel free to contact me if you have any questions or concerns.</p>

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BROWN DEER
GENERAL FUND SUMMARY
PERIOD ENDING 06/30/2018

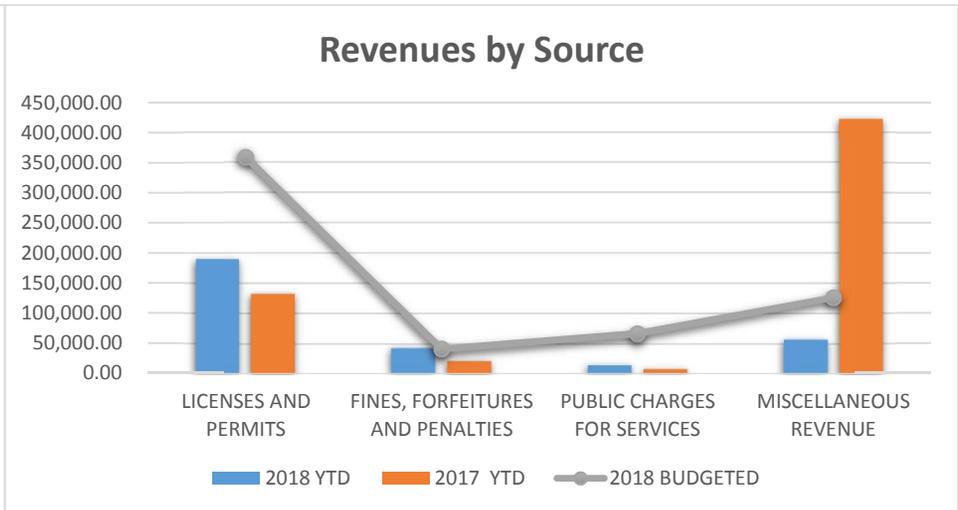
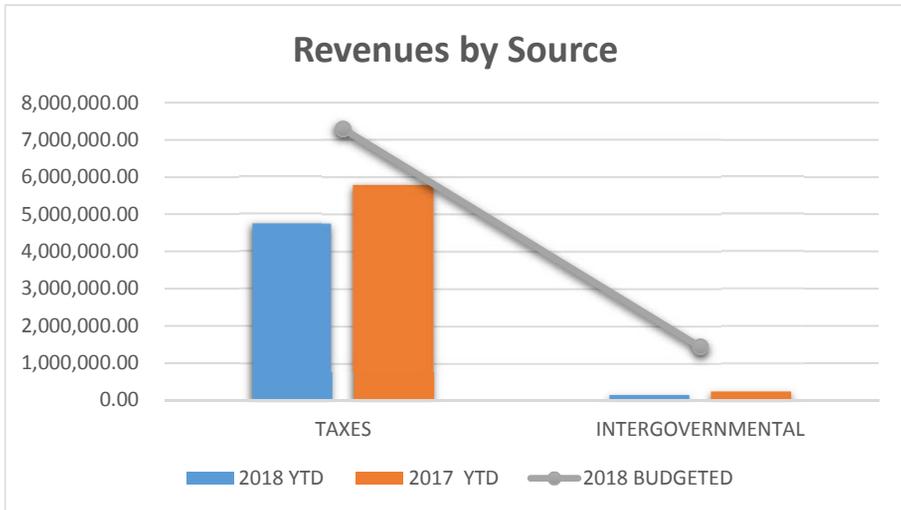
	CURRENT MONTH ACTUAL	YTD BALANCE 06/30/2018 NORMAL (ABNORMAL)	2018 AMENDED BUDGET	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT YTD
REVENUES					
TAXES	45,014.09	4,758,444.95	7,296,493.00	2,538,048.05	65.22
INTERGOVERNMENTAL	0.00	136,932.51	1,436,112.00	1,299,179.49	9.53
LICENSES AND PERMITS	25,354.29	189,783.22	359,272.00	169,488.78	52.82
FINES, FORFEITURES AND PENALTIES	4,764.00	42,792.89	40,000.00	(2,792.89)	106.98
PUBLIC CHARGES FOR SERVICES	4,611.72	14,760.16	65,690.00	50,929.84	22.47
INTERDEPARTMENTAL	0.00	0.00	813,854.00	813,854.00	-
MISCELLANEOUS REVENUE	3,009.06	57,125.36	125,441.00	68,315.64	45.54
Total Revenue:	82,753.16	5,199,839.09	10,136,862.00	4,937,022.91	51.30
EXPENDITURES					
VILLAGE BOARD	9,854.03	25,508.36	37,966.00	12,457.64	67.19
VILLAGE ATTORNEY	15,640.00	47,289.00	124,779.00	77,490.00	37.90
VILLAGE MANAGER	32,496.19	183,331.43	511,792.00	328,460.57	35.82
ADMINISTRATIVE SERVICES	29,603.69	149,480.00	365,283.00	215,803.00	40.92
OTHER GENERAL GOVERNMENT	54,170.36	300,542.92	584,001.00	283,458.08	51.46
VILLAGE HALL	25,438.22	101,529.77	183,331.00	81,801.23	55.38
POLICE	273,901.56	1,668,966.41	3,650,253.00	1,981,286.59	45.72
FIRE	557,354.27	1,672,097.81	2,265,604.00	593,506.19	73.80
DISPATCH	99,851.25	300,733.90	399,405.00	98,671.10	75.30
PUBLIC WORKS	144,514.28	590,193.15	1,417,491.00	827,297.85	41.64
COMMUNITY SERVICES	21,123.41	141,237.19	313,309.00	172,071.81	45.08
PARK & REC	14,627.56	94,665.54	193,648.00	98,982.46	48.89
OTHER FINANCING USES	0.00	0.00	90,000.00	90,000.00	-
Total Expenditure:	1,278,574.82	5,275,575.48	10,136,862.00	4,861,286.52	52.04
TOTAL REVENUES - FUND 010	82,753.16	5,199,839.09	10,136,862.00	4,937,022.91	51.30
TOTAL EXPENDITURES - FUND 010	1,278,574.82	5,275,575.48	10,136,862.00	4,861,286.52	52.04
NET OF REVENUES & EXPENDITURES	(1,195,821.66)	(75,736.39)	0.00	75,736.39	100.00

GENERAL FUND REVENUES VS. EXPENDITURES - YTD ACTUALS

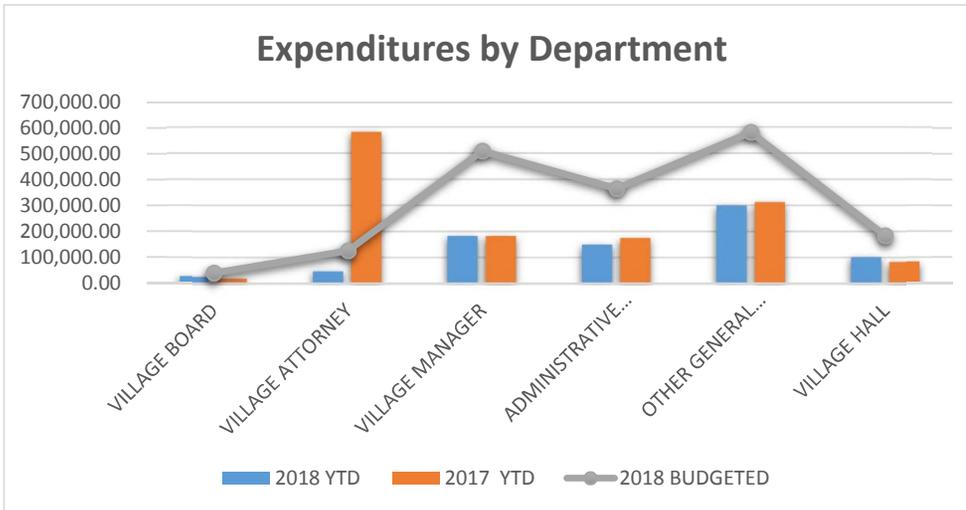
	Revenue	Expenses
January	\$ 3,000,881	\$ 1,056,444
February	\$ 1,779,585	\$ 497,003
March	\$ 102,753	\$ 1,417,308
April	\$ 91,108	\$ 558,670
May	\$ 142,759	\$ 467,575
June	\$ 82,753	\$ 1,278,575
July		
August		
September		
October		
November		
December		
YTD	\$ 5,199,839	\$ 5,275,575



GENERAL FUND REVENUES BY SOURCE

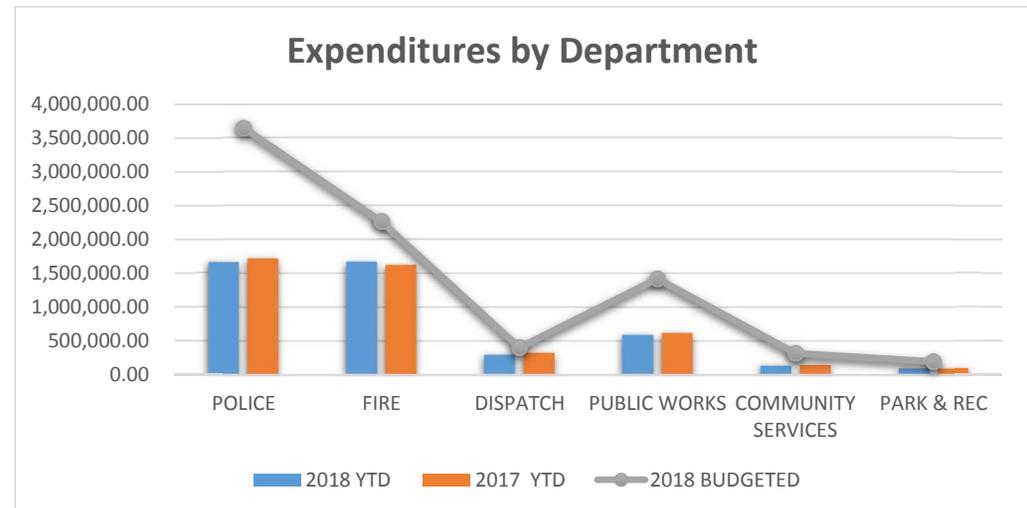


GENERAL FUND EXPENDITURES BY DEPARTMENT



	2018 YTD	2018 BUDGETED	2017 YTD
VILLAGE BOARD	25,508.36	37,966.00	18,273.77
VILLAGE ATTORNEY	47,289.00	94,840.00	581,665.55
VILLAGE MANAGER	183,331.43	470,422.00	183,430.50
ADMINISTRATIVE SERVICES	149,480.00	388,502.00	175,533.90
OTHER GENERAL GOVERNMENT	300,542.92	541,093.00	312,792.05
VILLAGE HALL	101,529.77	181,087.00	82,797.20

	2018 YTD	2018 BUDGETED	2017 YTD
POLICE	1,668,966.41	3,659,094.00	1,719,919.65
FIRE	1,672,097.81	2,201,847.00	1,625,711.76
DISPATCH	300,733.90	443,402.00	329,111.99
PUBLIC WORKS	590,193.15	1,401,507.00	620,188.93
COMM SERV	141,237.19	307,275.00	149,732.04
PARK & REC	94,665.54	219,462.00	97,061.80



08/02/2018

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BROWN DEER
PERIOD ENDING 06/30/2018

DESCRIPTION	ACTIVITY FOR MONTH			AVAILABLE BALANCE		% BDGT USED
	INCR (DECR)	2018 YTD	2018 BUDGETED	2017 YTD	NORM (ABNORM)	
TAXES	45,014.09	4,758,444.95	7,296,493.00	5,789,756.79	2,538,048.05	65.22
INTERGOVERNMENTAL	0.00	136,932.51	1,436,112.00	230,036.42	1,299,179.49	9.53
LICENSES AND PERMITS	25,354.29	189,783.22	359,272.00	132,532.15	169,488.78	52.82
FINES, FORFEITURES AND PENALTIES	4,764.00	42,792.89	40,000.00	21,869.68	(2,792.89)	106.98
PUBLIC CHARGES FOR SERVICES	4,611.72	14,760.16	65,690.00	8,670.12	50,929.84	22.47
MISCELLANEOUS REVENUE	3,009.06	57,125.36	125,441.00	423,125.67	68,315.64	45.54
Total Revenue:	82,753.16	5,199,839.09	10,136,862.00	6,605,990.83	4,937,022.91	51.30
VILLAGE BOARD	9,854.03	25,508.36	37,966.00	18,273.77	12,457.64	67.19
VILLAGE ATTORNEY	15,640.00	47,289.00	124,779.00	581,665.55	77,490.00	37.90
VILLAGE MANAGER	32,496.19	183,331.43	511,792.00	183,430.50	328,460.57	35.82
ADMINISTRATIVE SERVICES	29,603.69	149,480.00	365,283.00	175,533.90	215,803.00	40.92
OTHER GENERAL GOVERNMENT	54,170.36	300,542.92	584,001.00	312,792.05	283,458.08	51.46
VILLAGE HALL	25,438.22	101,529.77	183,331.00	82,797.20	81,801.23	55.38
POLICE	273,901.56	1,668,966.41	3,650,253.00	1,719,919.65	1,981,286.59	45.72
FIRE	557,354.27	1,672,097.81	2,265,604.00	1,625,711.76	593,506.19	73.80
DISPATCH	99,851.25	300,733.90	399,405.00	329,111.99	98,671.10	75.30
PUBLIC WORKS	144,514.28	590,193.15	1,417,491.00	620,188.93	827,297.85	41.64
COMMUNITY SERVICES	21,123.41	141,237.19	313,309.00	149,732.04	172,071.81	45.08
PARK & REC	14,627.56	94,665.54	193,648.00	97,061.80	98,982.46	48.89
OTHER FINANCING USES	0.00	0.00	90,000.00	0.00	90,000.00	0.00
Total Expenditure:	1,278,574.82	5,275,575.48	10,136,862.00	5,896,219.14	4,861,286.52	52.04
TOTAL REVENUES - FUND 010	82,753.16	5,199,839.09	10,136,862.00	6,605,990.83	4,937,022.91	51.30
TOTAL EXPENDITURES - FUND 010	1,278,574.82	5,275,575.48	10,136,862.00	5,896,219.14	4,861,286.52	52.04
NET OF REVENUES & EXPENDITURES	(1,195,821.66)	(75,736.39)	0.00	709,771.69	75,736.39	100.00

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR	ACTIVITY FOR	YTD BALANCE	2018 AMENDED BUDGET	AVAILABLE	% BDGT USED
		MONTH 06/30/17 INCR (DECR)	MONTH 06/30/18 INCR (DECR)	06/30/2018 NORM (ABNORM)		BALANCE NORM (ABNORM)	
Fund 010 - GENERAL FUND							
Revenues							
010-000-11-4-00-10	General Property Taxes	444,297.38	0.00	4,564,324.99	6,392,089.00	1,827,764.01	71.41
010-000-12-4-00-10	Hotel Room Taxes	43,030.50	45,014.09	194,119.96	580,404.00	386,284.04	33.45
010-000-13-4-00-10	Payments In Lieu of Taxes	0.00	0.00	0.00	324,000.00	324,000.00	0.00
010-000-31-4-10-10	New Officer Grants	0.00	0.00	0.00	0.00	0.00	0.00
010-000-31-4-10-20	Other Grants	0.00	0.00	0.00	0.00	0.00	0.00
010-000-34-4-00-10	Shared Revenue	0.00	0.00	0.00	187,516.00	187,516.00	0.00
010-000-34-4-00-20	Fire Dues	0.00	0.00	0.00	36,000.00	36,000.00	0.00
010-000-34-4-00-30	Computer Exemptions	0.00	0.00	0.00	426,173.00	426,173.00	0.00
010-000-34-4-00-40	Expenditure Restraint	0.00	0.00	0.00	253,340.00	253,340.00	0.00
010-000-35-4-20-00	Public Safety	0.00	0.00	4,859.83	4,000.00	(859.83)	121.50
010-000-35-4-30-10	Transportation Aids	0.00	0.00	132,072.68	529,083.00	397,010.32	24.96
010-000-41-4-10-10	Liquor & Malt Beverage	100.00	9,600.00	9,630.00	11,000.00	1,370.00	87.55
010-000-41-4-20-10	Bartender	1,050.00	1,260.00	1,750.00	4,500.00	2,750.00	38.89
010-000-41-4-20-15	Cigarette	0.00	900.00	900.00	400.00	(500.00)	225.00
010-000-41-4-20-20	Soda Water	75.00	0.00	0.00	0.00	0.00	0.00
010-000-41-4-20-30	Peddling & Other	20.00	2,570.00	3,095.00	3,500.00	405.00	88.43
010-000-41-4-20-40	Cable Franchise Fees	0.00	0.00	83,728.79	190,000.00	106,271.21	44.07
010-000-41-4-20-50	Electrical	0.00	0.00	0.00	0.00	0.00	0.00
010-000-42-4-00-10	Bicycle	0.00	0.00	0.00	0.00	0.00	0.00
010-000-42-4-00-20	Dog/Cat Licenses	702.48	97.00	2,712.32	4,700.00	1,987.68	57.71
010-000-43-4-00-10	Building	4,058.20	4,771.44	42,209.01	48,540.00	6,330.99	86.96
010-000-43-4-00-20	Electrical	5,128.00	2,562.00	13,148.00	34,638.00	21,490.00	37.96
010-000-43-4-00-30	Plumbing	792.00	618.00	3,822.00	11,370.00	7,548.00	33.61
010-000-43-4-00-40	Heating & A/C	2,558.11	2,035.85	13,417.10	18,774.00	5,356.90	71.47
010-000-44-4-00-10	Zoning Application Fees	325.00	0.00	1,175.00	4,500.00	3,325.00	26.11
010-000-44-4-00-20	Board of Appeals	0.00	0.00	0.00	350.00	350.00	0.00
010-000-44-4-00-30	Building Board Fee	180.00	240.00	660.00	1,000.00	340.00	66.00
010-000-49-4-20-10	VACANT PROPERTY CERTIFICATE	500.00	0.00	4,750.00	5,000.00	250.00	95.00
010-000-49-4-20-20	Miscellaneous Permits	75.00	75.00	740.00	1,000.00	260.00	74.00
010-000-49-4-30-10	Block Party Permits	0.00	0.00	0.00	0.00	0.00	0.00
010-000-49-4-30-20	R-O-W Permits	0.00	625.00	8,046.00	20,000.00	11,954.00	40.23
010-000-51-4-00-10	Court Fines & Penalties	0.00	0.00	0.00	0.00	0.00	0.00
010-000-51-4-00-11	Parking Fees	3,754.35	4,764.00	42,792.89	40,000.00	(2,792.89)	106.98
010-000-61-4-10-10	Photocopies	0.00	0.00	10.00	25.00	15.00	40.00
010-000-61-4-10-20	Property Information Certif	160.00	200.00	840.00	1,000.00	160.00	84.00
010-000-61-4-10-25	Prop Info Certificate-Reserved	70.00	40.00	235.00	500.00	265.00	47.00
010-000-61-4-10-30	Sale of Materials	0.00	0.00	0.00	0.00	0.00	0.00
010-000-61-4-10-50	Other Charges	0.00	0.00	0.00	0.00	0.00	0.00
010-000-62-4-10-10	Photocopies	127.50	159.00	825.00	1,500.00	675.00	55.00
010-000-62-4-10-15	Alarm fees	0.00	3,220.00	4,720.00	4,000.00	(720.00)	118.00
010-000-62-4-10-30	Fingerprints/Misc	375.00	892.72	4,954.16	3,000.00	(1,954.16)	165.14
010-000-63-4-00-10	Engineering Services	0.00	0.00	0.00	0.00	0.00	0.00
010-000-63-4-00-20	DPW Services	100.00	100.00	1,176.00	1,000.00	(176.00)	117.60
010-000-64-4-20-20	Sale of Materials-Recycling	0.00	0.00	0.00	0.00	0.00	0.00
010-000-64-4-40-10	Weed Services	0.00	0.00	0.00	0.00	0.00	0.00
010-000-67-4-20-10	Park Permits	0.00	0.00	0.00	0.00	0.00	0.00
010-000-67-4-20-50	Other Charges	0.00	0.00	0.00	0.00	0.00	0.00
010-000-72-4-10-10	ADMIN - POLICE SAFETY	2,674.30	0.00	0.00	5,000.00	5,000.00	0.00
010-000-73-4-20-60	Municipal Range Usage Fees	0.00	0.00	2,000.00	2,000.00	0.00	100.00
010-000-73-4-20-70	Other Intergovt'l Revenue	0.00	0.00	0.00	0.00	0.00	0.00
010-000-73-4-50-50	HEALTH DEPT ADMIN/RENT FEE	48,957.00	0.00	0.00	52,665.00	52,665.00	0.00
010-000-74-4-10-10	TIF 2 ADMINISTRATION FEE	114,398.00	0.00	0.00	125,411.00	125,411.00	0.00
010-000-74-4-10-20	TIF 3 ADMINISTRATION FEE	107,484.00	0.00	0.00	108,160.00	108,160.00	0.00
010-000-74-4-10-30	TIF 4 ADMINISTRATION FEE	183,479.00	0.00	0.00	150,561.00	150,561.00	0.00
010-000-74-4-20-40	Street Lighting Admin	3,000.00	0.00	0.00	3,000.00	3,000.00	0.00
010-000-74-4-40-10	SEWER ADMINISTRATION FEE	76,837.00	0.00	0.00	93,299.00	93,299.00	0.00

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 06/30/17 INCR (DECR)	ACTIVITY FOR MONTH 06/30/18 INCR (DECR)	YTD BALANCE 06/30/2018 NORM (ABNORM)	2018 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 010 - GENERAL FUND							
Revenues							
010-000-74-4-40-15	COURT ADMINISTRATION FEE	69,218.00	0.00	0.00	81,554.00	81,554.00	0.00
010-000-74-4-40-20	Equipment & Materials	0.00	0.00	0.00	1,000.00	1,000.00	0.00
010-000-74-4-40-25	Engineering Services	0.00	0.00	0.00	0.00	0.00	0.00
010-000-74-4-40-30	Computer Rental Charges	0.00	0.00	0.00	0.00	0.00	0.00
010-000-74-4-40-50	Other Charges	0.00	0.00	0.00	0.00	0.00	0.00
010-000-74-4-41-10	STORMWATER ADMINISTRATION FEE	56,527.00	0.00	0.00	73,798.00	73,798.00	0.00
010-000-74-4-41-20	Equipment & Materials	0.00	0.00	0.00	60,000.00	60,000.00	0.00
010-000-74-4-41-25	Engineering Services	0.00	0.00	0.00	0.00	0.00	0.00
010-000-74-4-41-30	Computer Rental Charges	0.00	0.00	0.00	0.00	0.00	0.00
010-000-74-4-42-10	Admin, Labor & Benefits-WATER	0.00	0.00	0.00	79,261.00	79,261.00	0.00
010-000-74-4-42-15	Public Works, Labor & Benefits	0.00	0.00	0.00	0.00	0.00	0.00
010-000-74-4-42-20	Equipment & Materials	0.00	0.00	0.00	0.00	0.00	0.00
010-000-74-4-42-25	Engineering Services	0.00	0.00	0.00	0.00	0.00	0.00
010-000-74-4-42-30	Computer Rental Charges	0.00	0.00	0.00	0.00	0.00	0.00
010-000-74-4-42-35	Rent Income	0.00	0.00	0.00	0.00	0.00	0.00
010-000-74-4-42-50	Other Charges	0.00	0.00	0.00	0.00	0.00	0.00
010-000-74-4-43-10	RECYCLING ADMINISTRATION FEE	29,523.00	0.00	0.00	32,810.00	32,810.00	0.00
010-000-74-4-43-20	Equipment & Materials-RECYCLIN	0.00	0.00	0.00	5,000.00	5,000.00	0.00
010-000-81-4-00-10	Investment Interest	(3,419.73)	0.00	0.00	45,000.00	45,000.00	0.00
010-000-81-4-00-20	Interest-Delinquent Taxes	2,555.21	2,859.06	35,024.70	23,000.00	(12,024.70)	152.28
010-000-82-4-00-10	Rent Income	1,600.00	0.00	1,600.00	19,200.00	17,600.00	8.33
010-000-82-4-00-20	Insurance Dividends	0.00	0.00	0.00	28,241.00	28,241.00	0.00
010-000-82-4-00-50	Miscellaneous Revenue	6,969.18	150.00	20,315.44	5,000.00	(15,315.44)	406.31
010-000-83-4-00-10	Equipment Sales	0.00	0.00	185.22	0.00	(185.22)	100.00
010-000-83-4-00-20	Advertising Sales-BD Magazine	0.00	0.00	0.00	0.00	0.00	0.00
010-000-83-4-00-30	CELL TOWER BUY OUT	0.00	0.00	0.00	0.00	0.00	0.00
010-000-84-4-00-10	Worker Compensation Ins	0.00	0.00	0.00	0.00	0.00	0.00
010-000-84-4-00-50	Damage to/Loss of Property	0.00	0.00	0.00	0.00	0.00	0.00
010-000-85-4-10-10	Donations - General	0.00	0.00	0.00	0.00	0.00	0.00
010-000-92-4-20-00	Transfer from Special Rev Fund	0.00	0.00	0.00	0.00	0.00	0.00
010-000-93-4-00-10	Transfer from Reserves	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,207,280.48	82,753.16	5,199,839.09	10,136,862.00	4,937,022.91	51.30
Expenditures							
000-00		(124.59)	(230.14)	(1,260.11)	0.00	1,260.11	100.00
110-11	VILLAGE BOARD	2,611.12	9,854.03	25,508.36	37,966.00	12,457.64	67.19
130-13	LEGAL SERVICES	19,244.00	15,640.00	47,289.00	124,779.00	77,490.00	37.90
140-14	VILLAGE MANAGER	31,507.01	28,451.01	172,001.36	396,817.00	224,815.64	43.35
141-14	VILLAGE MNGER - PERSONNEL ADMIN	55.00	1,425.07	1,705.40	78,475.00	76,769.60	2.17
142-14	ELECTIONS	0.00	2,620.11	9,624.67	36,500.00	26,875.33	26.37
150-15	ADMINISTRATIVE SERVICES	24,470.29	29,833.83	145,240.11	335,283.00	190,042.89	43.32
151-15	ASSESSOR	0.00	0.00	5,500.00	30,000.00	24,500.00	18.33
191-14	OTHER GENERAL GOVERNMENT	3,894.65	5,411.57	32,697.97	83,700.00	51,002.03	39.07
192-14	INFORMATION TECHNOLOGY	0.00	9,622.38	70,722.13	162,138.00	91,415.87	43.62
193-41	INTERGOVERNMENTAL EXP.	3,063.06	4,639.53	75,216.50	153,446.00	78,229.50	49.02
194-51	HISTORICAL SOCIETY	34.94	31.97	421.55	1,000.00	578.45	42.16
195-18	PERSONNEL POST-EMPLOYMENT	1,125.00	300.00	6,061.10	17,300.00	11,238.90	35.04
195-28	Other General Government	231.60	282.91	1,410.67	2,067.00	656.33	68.25
195-38		0.00	0.00	1,000.00	0.00	(1,000.00)	100.00
199-15	UNCLASSIFIED GEN GOV	0.00	0.00	0.00	0.00	0.00	0.00
199-19	PROPERTY INSURANCE	38,671.00	33,882.00	113,013.00	164,350.00	51,337.00	68.76
199-92	OTHER FINANCING USES	90,000.00	0.00	0.00	90,000.00	90,000.00	0.00
210-21	POLICE DEPARTMENT	286,698.45	273,901.56	1,668,966.41	3,650,253.00	1,981,286.59	45.72
220-22	FIRE DEPARTMENT - EG	541,876.77	557,354.27	1,672,097.81	2,265,604.00	593,506.19	73.80

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 06/30/17 INCR (DECR)	ACTIVITY FOR MONTH 06/30/18 INCR (DECR)	YTD BALANCE 06/30/2018 NORM (ABNORM)	2018 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 010 - GENERAL FUND							
Expenditures							
230-23	DISPATCH SERVICES	108,927.33	99,851.25	300,733.90	399,405.00	98,671.10	75.30
310-31	PUBLIC WORKS ADMINISTRATION	26,497.10	27,520.48	110,872.98	258,213.00	147,340.02	42.94
311-33	DPW STREETS/TRAFFIC OPERATIONS	10,391.67	15,645.48	47,965.46	216,223.00	168,257.54	22.18
312-34	DPW SIDEWALK MAINTENANCE	0.00	0.00	0.00	6,000.00	6,000.00	0.00
313-33	DPW WINTER OPERATIONS	0.00	1,526.98	136,455.30	168,777.00	32,321.70	80.85
317-61	DPW FORESTRY OPERATIONS	15,846.40	6,255.65	55,701.99	78,636.00	22,934.01	70.84
319-16	DPW MUNICIPAL COMPLEX	1,748.91	2,619.61	14,524.39	39,480.00	24,955.61	36.79
319-33	DPW MUNICIPAL COMPLEX	11,456.94	11,518.27	79,901.77	247,851.00	167,949.23	32.24
320-36	DPW REFUSE	94,112.11	79,427.81	144,771.26	402,311.00	257,539.74	35.98
360-31	COMMUNITY DEVELOPMENT	23,877.36	21,123.41	141,237.19	313,309.00	172,071.81	45.08
361-16	VILLAGE HALL	16,177.20	25,438.22	101,529.77	183,331.00	81,801.23	55.38
530-53	PARK & RECREATION	12,012.08	14,627.56	94,665.54	193,648.00	98,982.46	48.89
623-37	Other Expense	0.00	0.00	0.00	0.00	0.00	0.00
999-01	PAYROLL CLEARING	0.00	0.00	0.00	0.00	0.00	0.00
999-02		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,364,405.40	1,278,574.82	5,275,575.48	10,136,862.00	4,861,286.52	52.04
Fund 010 - GENERAL FUND:							
TOTAL REVENUES		1,207,280.48	82,753.16	5,199,839.09	10,136,862.00	4,937,022.91	51.30
TOTAL EXPENDITURES		1,364,405.40	1,278,574.82	5,275,575.48	10,136,862.00	4,861,286.52	52.04
NET OF REVENUES & EXPENDITURES		(157,124.92)	(1,195,821.66)	(75,736.39)	0.00	75,736.39	100.00
Fund 020 - Donation Fund							
Revenues							
020-000-85-4-10-10	Donations - Non-Department	0.00	0.00	0.00	0.00	0.00	0.00
020-000-85-4-20-10	Donations - Police General	0.00	400.00	400.00	0.00	(400.00)	100.00
020-000-85-4-20-15	DONATIONS - POLICE EDUCATION	0.00	0.00	50.00	0.00	(50.00)	100.00
020-000-85-4-20-20	Donations - K9	0.00	0.00	3,015.00	0.00	(3,015.00)	100.00
020-000-85-4-20-25	Donations - Second Chance	0.00	0.00	0.00	0.00	0.00	0.00
020-000-85-4-20-35	DONATION - SHOP WITH A COP	500.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		500.00	400.00	3,465.00	0.00	(3,465.00)	100.00
Expenditures							
000-19		0.00	0.00	0.00	0.00	0.00	0.00
000-21	TAXES RECEIVABLES	0.00	0.00	498.46	0.00	(498.46)	100.00
000-92	TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	498.46	0.00	(498.46)	100.00
Fund 020 - Donation Fund:							
TOTAL REVENUES		500.00	400.00	3,465.00	0.00	(3,465.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	498.46	0.00	(498.46)	100.00
NET OF REVENUES & EXPENDITURES		500.00	400.00	2,966.54	0.00	(2,966.54)	100.00
Fund 120 - PD Asset Forfeiture							
Revenues							
120-000-52-4-25-10	Other-Seized Property	12,275.00	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BROWN DEER

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 06/30/17 INCR (DECR)	ACTIVITY FOR MONTH 06/30/18 INCR (DECR)	YTD BALANCE 06/30/2018 NORM (ABNORM)	2018 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 120 - PD Asset Forfeiture							
Revenues							
120-000-81-4-00-10	Investment Interest	(7.77)	0.00	0.00	0.00	0.00	0.00
120-000-93-4-00-10	Transfer from Reserves	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		12,267.23	0.00	0.00	0.00	0.00	0.00
Expenditures							
000-21	TAXES RECEIVABLES	4,100.99	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		4,100.99	0.00	0.00	0.00	0.00	0.00
Fund 120 - PD Asset Forfeiture:							
TOTAL REVENUES		12,267.23	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		4,100.99	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		8,166.24	0.00	0.00	0.00	0.00	0.00
Fund 125 - NSFD Asset Sale							
Expenditures							
000-92	TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
Fund 125 - NSFD Asset Sale:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
Fund 132 - Gypsy Moth Program							
Revenues							
132-000-24-4-00-20	Public Works Charges	0.00	0.00	0.00	0.00	0.00	0.00
132-000-35-4-80-10	State Grants-Conservation	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
Expenditures							
000-62	INVENTORIES & PREPAIDS	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
Fund 132 - Gypsy Moth Program:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
Fund 135 - Recycling Fund							

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR	ACTIVITY FOR	YTD BALANCE	2018 AMENDED BUDGET	AVAILABLE	% BDGT USED
		MONTH 06/30/17 INCR (DECR)	MONTH 06/30/18 INCR (DECR)	06/30/2018 NORM (ABNORM)		BALANCE NORM (ABNORM)	
Fund 135 - Recycling Fund							
Revenues							
135-000-35-4-40-10	Recycling Grant	43,622.01	0.00	43,603.92	30,000.00	(13,603.92)	145.35
135-000-35-4-40-15	REI Grant	0.00	0.00	0.00	0.00	0.00	0.00
135-000-64-4-20-10	Recycling Charges	1,774.00	0.00	319,280.00	332,560.00	13,280.00	96.01
135-000-64-4-20-15	Recycling Cart Purchases	0.00	0.00	0.00	0.00	0.00	0.00
135-000-64-4-20-20	Sale of Materials	3,702.49	860.87	1,763.19	5,000.00	3,236.81	35.26
135-000-81-4-00-10	Investment Interest	(592.91)	0.00	0.00	0.00	0.00	0.00
135-000-82-4-00-50	Miscellaneous Revenue	835.00	380.00	1,380.00	2,500.00	1,120.00	55.20
135-000-92-4-00-10	Transfers From Reserves	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		49,340.59	1,240.87	366,027.11	370,060.00	4,032.89	98.91
Expenditures							
320-36	DPW REFUSE	104,148.31	71,378.06	134,383.11	360,898.00	226,514.89	37.24
TOTAL EXPENDITURES		104,148.31	71,378.06	134,383.11	360,898.00	226,514.89	37.24
Fund 135 - Recycling Fund:							
TOTAL REVENUES		49,340.59	1,240.87	366,027.11	370,060.00	4,032.89	98.91
TOTAL EXPENDITURES		104,148.31	71,378.06	134,383.11	360,898.00	226,514.89	37.24
NET OF REVENUES & EXPENDITURES		(54,807.72)	(70,137.19)	231,644.00	9,162.00	(222,482.00)	2,528.31
Fund 140 - North Shore Health Dept							
Revenues							
140-000-35-4-50-10	State Aids	0.00	0.00	0.00	0.00	0.00	0.00
140-000-49-4-20-30	Permits	44,934.00	42,149.00	100,016.00	150,000.00	49,984.00	66.68
140-000-65-4-10-13	Clinic Fees	2,629.80	1,285.00	10,368.95	16,000.00	5,631.05	64.81
140-000-73-4-50-10	Bayside Contribution	0.00	0.00	13,848.50	27,697.00	13,848.50	50.00
140-000-73-4-50-20	Brown Deer Contribution	0.00	0.00	66,502.50	133,005.00	66,502.50	50.00
140-000-73-4-50-30	Fox Point Contribution	0.00	0.00	14,368.50	28,737.00	14,368.50	50.00
140-000-73-4-50-40	Glendale Contribution	0.00	0.00	34,078.50	68,157.00	34,078.50	50.00
140-000-73-4-50-50	River Hills Contribution	0.00	0.00	4,868.50	9,737.00	4,868.50	50.00
140-000-73-4-50-70	Shorewood contribution	0.00	0.00	67,802.00	135,604.00	67,802.00	50.00
140-000-73-4-50-75	Health Programs	0.00	0.00	0.00	0.00	0.00	0.00
140-000-73-4-50-80	Whitefish Bay contribution	0.00	0.00	34,858.00	69,716.00	34,858.00	50.00
140-000-73-4-50-85	TB Dispensary	0.00	0.00	0.00	0.00	0.00	0.00
140-000-73-4-50-90	TB Dispensary Medicaid	0.00	0.00	0.00	0.00	0.00	0.00
140-000-74-4-10-10	Interdepartmental Grant Fund	0.00	0.00	9,202.00	12,805.00	3,603.00	71.86
140-000-81-4-00-10	Investment Interest	(164.80)	0.00	0.00	0.00	0.00	0.00
140-000-81-4-00-20	Misc. Reimbursements	0.00	0.00	0.00	0.00	0.00	0.00
140-000-82-4-00-50	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00
140-000-85-4-40-10	Donations - NSHD	20.00	120.00	243.00	0.00	(243.00)	100.00
140-000-93-4-00-10	Transfer from Reserves	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		47,419.00	43,554.00	356,156.45	651,458.00	295,301.55	54.67
Expenditures							
410-41		69,300.76	21,746.44	148,446.36	501,458.00	353,011.64	29.60
410-92		0.00	0.00	0.00	0.00	0.00	0.00
411-41		7,708.49	5,944.78	50,611.75	150,000.00	99,388.25	33.74

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 06/30/17 INCR (DECR)	ACTIVITY FOR MONTH 06/30/18 INCR (DECR)	YTD BALANCE 06/30/2018 NORM (ABNORM)	2018 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 140 - North Shore Health Dept							
Expenditures							
TOTAL EXPENDITURES		77,009.25	27,691.22	199,058.11	651,458.00	452,399.89	30.56
Fund 140 - North Shore Health Dept:							
TOTAL REVENUES		47,419.00	43,554.00	356,156.45	651,458.00	295,301.55	54.67
TOTAL EXPENDITURES		77,009.25	27,691.22	199,058.11	651,458.00	452,399.89	30.56
NET OF REVENUES & EXPENDITURES		(29,590.25)	15,862.78	157,098.34	0.00	(157,098.34)	100.00
Fund 141 - NSHD Grant Fund							
Revenues							
141-000-35-4-50-10	MCH-Maternal/Child Health	1,137.00	0.00	1,424.00	15,939.00	14,515.00	8.93
141-000-35-4-50-15	Immunization Grant	1,407.00	0.00	1,206.00	10,685.00	9,479.00	11.29
141-000-35-4-50-20	Prevention Grant	0.00	0.00	91.00	6,066.00	5,975.00	1.50
141-000-35-4-50-30	Tobacco Control Board Grants-WI	0.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-31	Tobacco Prevention	0.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-40	Mosquito Control Grant	0.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-45	Public Health Preparedness	9,710.00	0.00	6,893.00	75,889.00	68,996.00	9.08
141-000-35-4-50-47	CRI NSHD	915.00	0.00	580.00	16,135.00	15,555.00	3.59
141-000-35-4-50-49	Lead	134.00	0.00	413.00	3,332.00	2,919.00	12.39
141-000-35-4-50-50	Environmental Consortia-Radon	0.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-55	PHP Pandemic Influenza	0.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-60	Public Health Emergency Respon	0.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-66	HCR Infrastructure Grant	0.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-70	Beach Water Grant	0.00	0.00	0.00	4,000.00	4,000.00	0.00
141-000-35-4-50-72	CHIP (Comm Health Improv Plan)	0.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-73	Mass Care Grant	0.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-74	Ebola Grant	0.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-75	HBI GRANT	0.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-76	NACCHO GRANT	0.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-77	ADULT IMMUNIZATION GRANT	859.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-83	WIHA - STEPPING ON	0.00	0.00	0.00	0.00	0.00	0.00
141-000-35-4-50-84	COMMUNICABLE DISEASE	0.00	0.00	0.00	0.00	0.00	0.00
141-459-41-4-50-78	ADULT IMMUNIZATION GRANT	0.00	0.00	0.00	0.00	0.00	0.00
141-460-41-4-50-81	LEAD ENVIRONMENTAL HEALTH GRANT	1,599.00	0.00	0.00	0.00	0.00	0.00
141-461-41-4-50-79	NACCHO/FDA	900.09	0.00	0.00	0.00	0.00	0.00
141-462-41-4-50-82	SHOREWOOD FOUNDATION GRANT	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		16,661.09	0.00	10,607.00	132,046.00	121,439.00	8.03
Expenditures							
421-41	MCH	739.71	1,594.84	6,462.03	15,939.00	9,476.97	40.54
422-41	IMM GRANT	1,028.32	601.27	4,021.14	10,687.00	6,665.86	37.63
423-41	PREVENTION	1,069.53	3,019.29	4,557.93	6,066.00	1,508.07	75.14
431-41	Tobacco Control Board/WI WINS	0.00	0.00	0.00	0.00	0.00	0.00
432-41	Tobacco Prevention	0.00	0.00	0.00	0.00	0.00	0.00
442-41	PHP Preparedness	16,919.90	10,321.23	49,723.20	75,888.00	26,164.80	65.52
443-41	Pandemic Influenza	0.00	0.00	0.00	0.00	0.00	0.00
445-41	Enviro Cons/Radon	0.00	0.00	0.00	0.00	0.00	0.00
447-41	PHP Shorewood	0.00	0.00	0.00	0.00	0.00	0.00
448-41	Beach Water	153.69	306.45	306.45	4,000.00	3,693.55	7.66
450-41	Preparedness CRI	1,657.14	2,026.27	10,291.87	16,135.00	5,843.13	63.79
452-41	LEAD	188.92	722.66	1,559.06	3,331.00	1,771.94	46.80
456-41	Ebola Grant	0.00	0.00	0.00	0.00	0.00	0.00
459-41	ADULT IMMUNIZATION GRANT	1,041.22	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 06/30/17 INCR (DECR)	ACTIVITY FOR MONTH 06/30/18 INCR (DECR)	YTD BALANCE 06/30/2018 NORM (ABNORM)	2018 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 141 - NSHD Grant Fund							
Expenditures							
460-41	LEAD ENVIRONMENTAL HEALTH GRANT	516.78	0.00	0.00	0.00	0.00	0.00
461-41	NACCHO/FDA	280.10	0.00	0.00	0.00	0.00	0.00
462-41	SHOREWOOD FOUNDATION GRANT	0.00	0.00	0.00	0.00	0.00	0.00
463-41	WIHA - STEPPING ON	0.00	355.24	1,927.29	0.00	(1,927.29)	100.00
464-41	COMMUNICABLE DISEASE	0.00	3,799.26	8,318.02	0.00	(8,318.02)	100.00
TOTAL EXPENDITURES		23,595.31	22,746.51	87,166.99	132,046.00	44,879.01	66.01
Fund 141 - NSHD Grant Fund:							
TOTAL REVENUES		16,661.09	0.00	10,607.00	132,046.00	121,439.00	8.03
TOTAL EXPENDITURES		23,595.31	22,746.51	87,166.99	132,046.00	44,879.01	66.01
NET OF REVENUES & EXPENDITURES		(6,934.22)	(22,746.51)	(76,559.99)	0.00	76,559.99	100.00
Fund 151 - Library Fund							
Revenues							
151-000-11-4-00-10	General Property Taxes	27,045.89	0.00	272,271.69	385,346.00	113,074.31	70.66
151-000-35-4-70-10	Grants-Library	0.00	0.00	0.00	0.00	0.00	0.00
151-000-67-4-10-10	Photocopies	1,285.14	712.85	4,250.46	8,500.00	4,249.54	50.01
151-000-67-4-10-20	Library-Fines	1,494.04	789.60	5,145.85	11,000.00	5,854.15	46.78
151-000-67-4-10-30	Sale of Materials	196.21	136.05	1,101.69	1,100.00	(1.69)	100.15
151-000-67-4-10-40	Lost Material Charges	117.81	130.00	938.04	1,400.00	461.96	67.00
151-000-67-4-10-90	Miscellaneous Charges	393.50	234.00	1,005.65	3,200.00	2,194.35	31.43
151-000-73-4-60-10	MCFLS-Reciprocal Borrowing	0.00	0.00	92,183.00	88,600.00	(3,583.00)	104.04
151-000-81-4-00-10	Investment Interest	(205.71)	0.00	0.00	0.00	0.00	0.00
151-000-82-4-00-10	Rent Income	2,917.47	0.00	6,557.48	33,000.00	26,442.52	19.87
151-000-84-4-00-50	Insurance Recovery-Prop Damage	0.00	0.00	0.00	0.00	0.00	0.00
151-000-85-4-50-10	Donations - Library	386.00	1,085.18	4,899.63	10,000.00	5,100.37	49.00
151-000-93-4-00-10	Transfer from Reserves	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		33,630.35	3,087.68	388,353.49	542,146.00	153,792.51	71.63
Expenditures							
510-51	92400	31,279.22	26,679.15	179,229.62	459,605.00	280,375.38	39.00
511-51		4,622.81	2,562.80	28,150.64	74,900.00	46,749.36	37.58
512-51		4,359.16	3,180.17	25,320.68	36,150.00	10,829.32	70.04
512-92		0.00	0.00	0.00	0.00	0.00	0.00
999-01	PAYROLL CLEARING	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		40,261.19	32,422.12	232,700.94	570,655.00	337,954.06	40.78
Fund 151 - Library Fund:							
TOTAL REVENUES		33,630.35	3,087.68	388,353.49	542,146.00	153,792.51	71.63
TOTAL EXPENDITURES		40,261.19	32,422.12	232,700.94	570,655.00	337,954.06	40.78
NET OF REVENUES & EXPENDITURES		(6,630.84)	(29,334.44)	155,652.55	(28,509.00)	(184,161.55)	545.98
Fund 152 - Village Park & Pond Fund							
Revenues							
152-000-11-4-00-10	General Property Taxes	3,333.83	0.00	33,561.80	47,500.00	13,938.20	70.66
152-000-67-4-20-10	Fairy Chasm Park Permits	0.00	0.00	300.00	1,500.00	1,200.00	20.00

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR	ACTIVITY FOR	YTD BALANCE	2018 AMENDED BUDGET	AVAILABLE	% BDGT USED
		MONTH 06/30/17 INCR (DECR)	MONTH 06/30/18 INCR (DECR)	06/30/2018 NORM (ABNORM)		BALANCE NORM (ABNORM)	
Fund 152 - Village Park & Pond Fund							
Revenues							
152-000-67-4-20-20	Village Park Permits	350.00	337.50	4,002.50	5,000.00	997.50	80.05
152-000-67-4-20-50	Other Charges	0.00	0.00	0.00	500.00	500.00	0.00
152-000-67-4-34-10	Pond Admissions	3,382.11	1,964.45	1,964.45	15,700.00	13,735.55	12.51
152-000-67-4-34-20	Pond Memberships	1,207.00	1,031.00	1,113.00	2,000.00	887.00	55.65
152-000-67-4-34-30	Concession Sales	1,280.04	774.60	774.60	6,000.00	5,225.40	12.91
152-000-81-4-00-10	Investment Interest	(37.29)	0.00	0.00	300.00	300.00	0.00
152-000-85-4-52-10	Donations - Parks	0.00	0.00	0.00	0.00	0.00	0.00
152-000-85-4-52-20	Donations-Pond Facility	0.00	0.00	0.00	0.00	0.00	0.00
152-000-92-4-10-00	Transfer from General Fund	0.00	0.00	0.00	0.00	0.00	0.00
152-000-93-4-00-10	Transfer from Reserves	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		9,515.69	4,107.55	41,716.35	78,500.00	36,783.65	53.14
Expenditures							
000-36		0.00	0.00	0.00	0.00	0.00	0.00
520-52		5,150.99	8,123.38	20,474.28	71,001.00	50,526.72	28.84
521-52		1,776.29	1,971.79	6,355.36	13,678.00	7,322.64	46.46
522-52		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		6,927.28	10,095.17	26,829.64	84,679.00	57,849.36	31.68
Fund 152 - Village Park & Pond Fund:							
TOTAL REVENUES		9,515.69	4,107.55	41,716.35	78,500.00	36,783.65	53.14
TOTAL EXPENDITURES		6,927.28	10,095.17	26,829.64	84,679.00	57,849.36	31.68
NET OF REVENUES & EXPENDITURES		2,588.41	(5,987.62)	14,886.71	(6,179.00)	(21,065.71)	240.92
Fund 153 - Recreation Program Fund							
Revenues							
153-000-11-4-00-10	General Property Taxes	0.00	0.00	0.00	0.00	0.00	0.00
153-000-67-4-30-20	Adult Sport Leagues	0.00	1,837.00	3,223.00	3,050.00	(173.00)	105.67
153-000-67-4-30-25	Adult Instruction	1,361.00	965.00	14,795.80	24,641.00	9,845.20	60.05
153-000-67-4-30-30	Youth Instruction	14,684.00	14,034.00	30,790.00	43,189.00	12,399.00	71.29
153-000-67-4-30-35	Community Programs	0.00	0.00	0.00	2,350.00	2,350.00	0.00
153-000-67-4-30-40	Aquatic Program	1,038.00	1,669.00	7,647.00	13,000.00	5,353.00	58.82
153-000-67-4-30-45	Senior Programs	0.00	42.00	813.00	2,750.00	1,937.00	29.56
153-000-67-4-30-50	Other Program Charges	5.00	5.00	5.00	150.00	145.00	3.33
153-000-67-4-30-60	Community Center - Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00
153-000-73-4-20-70	Other Intergovt'l Revenue	6,293.53	0.00	0.00	0.00	0.00	0.00
153-000-81-4-00-10	Investment Interest	(60.25)	0.00	0.00	300.00	300.00	0.00
153-000-82-4-00-30	Fund Raising Programs	1,264.75	0.00	0.00	3,118.00	3,118.00	0.00
153-000-85-4-53-10	Donations - Rec Programs	0.00	0.00	0.00	250.00	250.00	0.00
153-000-85-4-53-20	Donations - Community Center	0.00	0.00	0.00	0.00	0.00	0.00
153-000-92-4-20-00	Transfer from Other funds	0.00	0.00	0.00	0.00	0.00	0.00
153-000-93-4-00-10	Transfer from Reserves	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		24,586.03	18,552.00	57,273.80	92,798.00	35,524.20	61.72
Expenditures							
000-35	STATE GRANTS	64.15	439.93	1,875.24	3,000.00	1,124.76	62.51
000-53		130.19	25.02	1,457.56	7,228.00	5,770.44	20.17
541-53		426.29	284.20	1,200.78	3,441.00	2,240.22	34.90

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BROWN DEER

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 06/30/17 INCR (DECR)	ACTIVITY FOR MONTH 06/30/18 INCR (DECR)	YTD BALANCE 06/30/2018 NORM (ABNORM)	2018 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 153 - Recreation Program Fund							
Expenditures							
542-53		1,223.21	1,511.16	9,754.30	18,329.00	8,574.70	53.22
543-53		2,964.55	2,087.54	3,246.30	34,842.00	31,595.70	9.32
544-53		0.00	0.00	0.00	0.00	0.00	0.00
545-53		1,285.88	991.11	6,347.59	18,996.00	12,648.41	33.42
546-53	Senior Center	0.00	0.00	709.00	5,983.00	5,274.00	11.85
TOTAL EXPENDITURES		6,094.27	5,338.96	24,590.77	91,819.00	67,228.23	26.78
Fund 153 - Recreation Program Fund:							
TOTAL REVENUES		24,586.03	18,552.00	57,273.80	92,798.00	35,524.20	61.72
TOTAL EXPENDITURES		6,094.27	5,338.96	24,590.77	91,819.00	67,228.23	26.78
NET OF REVENUES & EXPENDITURES		18,491.76	13,213.04	32,683.03	979.00	(31,704.03)	3,338.41
Fund 154 - 4th of July Fund							
Revenues							
154-000-11-4-00-10	General Property Taxes	0.00	0.00	0.00	0.00	0.00	0.00
154-000-67-4-41-10	4th of July Sales	0.00	0.00	0.00	8,700.00	8,700.00	0.00
154-000-67-4-41-20	Raffle Ticket Sales	235.00	348.00	1,414.00	2,400.00	986.00	58.92
154-000-67-4-41-30	Bingo Card Sales	0.00	0.00	0.00	1,500.00	1,500.00	0.00
154-000-81-4-00-10	Investment Interest	(25.09)	0.00	0.00	100.00	100.00	0.00
154-000-82-4-00-50	Miscellaneous Revenue	0.00	0.00	0.00	5,000.00	5,000.00	0.00
154-000-85-4-54-10	Donations - 4th of July	5,624.19	4,240.43	9,649.43	18,000.00	8,350.57	53.61
154-000-92-4-20-60	Transfer from Rec Program Fund	0.00	0.00	0.00	0.00	0.00	0.00
154-000-93-4-00-10	Transfer from Reserve	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		5,834.10	4,588.43	11,063.43	35,700.00	24,636.57	30.99
Expenditures							
000-53		8,948.21	10,967.26	13,231.22	35,167.00	21,935.78	37.62
TOTAL EXPENDITURES		8,948.21	10,967.26	13,231.22	35,167.00	21,935.78	37.62
Fund 154 - 4th of July Fund:							
TOTAL REVENUES		5,834.10	4,588.43	11,063.43	35,700.00	24,636.57	30.99
TOTAL EXPENDITURES		8,948.21	10,967.26	13,231.22	35,167.00	21,935.78	37.62
NET OF REVENUES & EXPENDITURES		(3,114.11)	(6,378.83)	(2,167.79)	533.00	2,700.79	406.71
Fund 155 - Community Center Fund							
Revenues							
155-000-35-4-70-20	CDBG-Senior Center	0.00	0.00	15,767.50	12,000.00	(3,767.50)	131.40
155-000-67-4-20-40	Facility Rental Fees	1,410.40	350.00	16,193.66	20,000.00	3,806.34	80.97
155-000-67-4-20-50	Other Charges	0.00	0.00	0.00	0.00	0.00	0.00
155-000-67-4-30-60	Community Center - Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00
155-000-81-4-00-10	Investment Interest	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,410.40	350.00	31,961.16	32,000.00	38.84	99.88
Expenditures							

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 06/30/17 INCR (DECR)	ACTIVITY FOR MONTH 06/30/18 INCR (DECR)	YTD BALANCE 06/30/2018 NORM (ABNORM)	2018 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 155 - Community Center Fund							
Expenditures							
546-53	Senior Center	1,544.05	1,086.69	9,160.49	13,670.00	4,509.51	67.01
547-53	Community Center	807.06	642.61	4,350.86	11,431.00	7,080.14	38.06
TOTAL EXPENDITURES		2,351.11	1,729.30	13,511.35	25,101.00	11,589.65	53.83
Fund 155 - Community Center Fund:							
TOTAL REVENUES		1,410.40	350.00	31,961.16	32,000.00	38.84	99.88
TOTAL EXPENDITURES		2,351.11	1,729.30	13,511.35	25,101.00	11,589.65	53.83
NET OF REVENUES & EXPENDITURES		(940.71)	(1,379.30)	18,449.81	6,899.00	(11,550.81)	267.43
Fund 160 - Village Grant Fund							
Revenues							
160-000-35-4-10-15	CDBG-General	0.00	0.00	0.00	0.00	0.00	0.00
160-000-35-4-20-10	Police Training Grants	0.00	0.00	0.00	0.00	0.00	0.00
160-000-35-4-20-15	Police Program Grants	0.00	0.00	0.00	0.00	0.00	0.00
160-000-35-4-70-25	CDBG-Park Projects	0.00	0.00	0.00	0.00	0.00	0.00
160-000-67-4-30-45	Senior Programs	0.00	0.00	0.00	0.00	0.00	0.00
160-000-82-4-00-50	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00
160-000-92-4-10-00	Transfer from General Fund	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
Expenditures							
000-67	PARKS & CULTURE/RECREATION	0.00	8,700.00	8,700.00	0.00	(8,700.00)	100.00
000-92	TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
111-11		0.00	0.00	0.00	0.00	0.00	0.00
112-41		0.00	0.00	0.00	0.00	0.00	0.00
113-16		0.00	0.00	0.00	0.00	0.00	0.00
211-21		0.00	0.00	0.00	0.00	0.00	0.00
520-52		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	8,700.00	8,700.00	0.00	(8,700.00)	100.00
Fund 160 - Village Grant Fund:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	8,700.00	8,700.00	0.00	(8,700.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(8,700.00)	(8,700.00)	0.00	8,700.00	100.00
Fund 170 - BD Business Park Street Light Fund							
Revenues							
170-000-24-4-00-10	Street Lighting	52.22	0.00	7,500.97	7,000.00	(500.97)	107.16
170-000-81-4-00-10	Investment Interest	(29.41)	0.00	0.00	0.00	0.00	0.00
170-000-82-4-00-50	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		22.81	0.00	7,500.97	7,000.00	(500.97)	107.16
Expenditures							
000-34	STATE SHARED REVENUE	657.37	466.90	1,440.41	6,650.00	5,209.59	21.66

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 06/30/17 INCR (DECR)	ACTIVITY FOR MONTH 06/30/18 INCR (DECR)	YTD BALANCE 06/30/2018 NORM (ABNORM)	2018 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 170 - BD Business Park Street Light Fund							
Expenditures							
TOTAL EXPENDITURES		657.37	466.90	1,440.41	6,650.00	5,209.59	21.66
Fund 170 - BD Business Park Street Light Fund:							
TOTAL REVENUES		22.81	0.00	7,500.97	7,000.00	(500.97)	107.16
TOTAL EXPENDITURES		657.37	466.90	1,440.41	6,650.00	5,209.59	21.66
NET OF REVENUES & EXPENDITURES		(634.56)	(466.90)	6,060.56	350.00	(5,710.56)	1,731.59
Fund 171 - Kildeer Court Street Lighting Fund							
Revenues							
171-000-24-4-00-10	Street Lighting	51.07	0.00	4,253.54	4,000.00	(253.54)	106.34
171-000-81-4-00-10	Investment Interest	(43.39)	0.00	0.00	0.00	0.00	0.00
171-000-82-4-00-50	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		7.68	0.00	4,253.54	4,000.00	(253.54)	106.34
Expenditures							
000-34	STATE SHARED REVENUE	549.20	155.01	416.70	3,250.00	2,833.30	12.82
TOTAL EXPENDITURES		549.20	155.01	416.70	3,250.00	2,833.30	12.82
Fund 171 - Kildeer Court Street Lighting Fund:							
TOTAL REVENUES		7.68	0.00	4,253.54	4,000.00	(253.54)	106.34
TOTAL EXPENDITURES		549.20	155.01	416.70	3,250.00	2,833.30	12.82
NET OF REVENUES & EXPENDITURES		(541.52)	(155.01)	3,836.84	750.00	(3,086.84)	511.58
Fund 172 - Opus North Street Lighting Fund							
Revenues							
172-000-24-4-00-10	Street Lighting	49.21	0.00	5,635.93	4,000.00	(1,635.93)	140.90
172-000-81-4-00-10	Investment Interest	(21.53)	0.00	0.00	0.00	0.00	0.00
172-000-82-4-00-50	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		27.68	0.00	5,635.93	4,000.00	(1,635.93)	140.90
Expenditures							
000-34	STATE SHARED REVENUE	589.42	271.44	774.83	3,300.00	2,525.17	23.48
TOTAL EXPENDITURES		589.42	271.44	774.83	3,300.00	2,525.17	23.48
Fund 172 - Opus North Street Lighting Fund:							
TOTAL REVENUES		27.68	0.00	5,635.93	4,000.00	(1,635.93)	140.90
TOTAL EXPENDITURES		589.42	271.44	774.83	3,300.00	2,525.17	23.48
NET OF REVENUES & EXPENDITURES		(561.74)	(271.44)	4,861.10	700.00	(4,161.10)	694.44
Fund 173 - Park Plaza Street Lighting Fund							

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BROWN DEER

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 06/30/17 INCR (DECR)	ACTIVITY FOR MONTH 06/30/18 INCR (DECR)	YTD BALANCE 06/30/2018 NORM (ABNORM)	2018 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 173 - Park Plaza Street Lighting Fund							
Revenues							
173-000-24-4-00-10	Street Lighting	367.55	0.00	26,537.15	20,000.00	(6,537.15)	132.69
173-000-81-4-00-10	Investment Interest	(16.36)	0.00	0.00	0.00	0.00	0.00
173-000-82-4-00-50	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		351.19	0.00	26,537.15	20,000.00	(6,537.15)	132.69
Expenditures							
000-34	STATE SHARED REVENUE	1,351.79	2,703.69	6,860.43	17,100.00	10,239.57	40.12
TOTAL EXPENDITURES		1,351.79	2,703.69	6,860.43	17,100.00	10,239.57	40.12
Fund 173 - Park Plaza Street Lighting Fund:							
TOTAL REVENUES		351.19	0.00	26,537.15	20,000.00	(6,537.15)	132.69
TOTAL EXPENDITURES		1,351.79	2,703.69	6,860.43	17,100.00	10,239.57	40.12
NET OF REVENUES & EXPENDITURES		(1,000.60)	(2,703.69)	19,676.72	2,900.00	(16,776.72)	678.51
Fund 174 - North Arbon Drive Street Lighting Fund							
Revenues							
174-000-24-4-00-10	Street Lighting	58.27	0.00	5,904.20	4,200.00	(1,704.20)	140.58
174-000-81-4-00-10	Investment Interest	(24.63)	0.00	0.00	0.00	0.00	0.00
174-000-82-4-00-50	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		33.64	0.00	5,904.20	4,200.00	(1,704.20)	140.58
Expenditures							
000-34	STATE SHARED REVENUE	641.07	429.01	1,232.33	4,100.00	2,867.67	30.06
TOTAL EXPENDITURES		641.07	429.01	1,232.33	4,100.00	2,867.67	30.06
Fund 174 - North Arbon Drive Street Lighting Fund:							
TOTAL REVENUES		33.64	0.00	5,904.20	4,200.00	(1,704.20)	140.58
TOTAL EXPENDITURES		641.07	429.01	1,232.33	4,100.00	2,867.67	30.06
NET OF REVENUES & EXPENDITURES		(607.43)	(429.01)	4,671.87	100.00	(4,571.87)	4,671.87
Fund 175 - BD Corporate Park Street Lighting Fund							
Revenues							
175-000-24-4-00-10	Street Lighting	29.75	0.00	3,899.52	3,000.00	(899.52)	129.98
175-000-81-4-00-10	Investment Interest	(11.16)	0.00	0.00	0.00	0.00	0.00
175-000-82-4-00-50	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		18.59	0.00	3,899.52	3,000.00	(899.52)	129.98
Expenditures							
000-34	STATE SHARED REVENUE	549.49	181.24	502.12	2,700.00	2,197.88	18.60
TOTAL EXPENDITURES		549.49	181.24	502.12	2,700.00	2,197.88	18.60

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BROWN DEER

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 06/30/17 INCR (DECR)	ACTIVITY FOR MONTH 06/30/18 INCR (DECR)	YTD BALANCE 06/30/2018 NORM (ABNORM)	2018 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 185 - BROWN DEER FARMERS MARKET							
Revenues							
TOTAL REVENUES		841.25	1,253.00	7,313.00	7,000.00	(313.00)	104.47
Expenditures							
000-41	LICENSES & PERMITS	2,280.47	560.78	2,226.71	4,969.00	2,742.29	44.81
TOTAL EXPENDITURES		2,280.47	560.78	2,226.71	4,969.00	2,742.29	44.81
Fund 185 - BROWN DEER FARMERS MARKET:							
TOTAL REVENUES		841.25	1,253.00	7,313.00	7,000.00	(313.00)	104.47
TOTAL EXPENDITURES		2,280.47	560.78	2,226.71	4,969.00	2,742.29	44.81
NET OF REVENUES & EXPENDITURES		(1,439.22)	692.22	5,086.29	2,031.00	(3,055.29)	250.43
Fund 186 - SPECIAL EVENT FUND							
Revenues							
186-000-65-4-20-50	Stall Rental Fee	(250.00)	225.00	1,025.00	250.00	(775.00)	410.00
186-000-81-4-00-10	INVESTMENT INTEREST	(0.25)	0.00	0.00	0.00	0.00	0.00
186-000-82-4-00-50	Miscellaneous Revenue	194.00	0.00	0.00	0.00	0.00	0.00
186-000-85-4-10-10	Donations - Vibes	2,500.00	500.00	875.00	5,500.00	4,625.00	15.91
186-000-85-4-20-10	Donations - Eat & Greet	2,300.00	2,601.00	5,301.00	6,000.00	699.00	88.35
TOTAL REVENUES		4,743.75	3,326.00	7,201.00	11,750.00	4,549.00	61.29
Expenditures							
000-53		1,742.60	1,100.00	6,103.76	6,500.00	396.24	93.90
000-54		3,281.26	9,815.90	14,512.34	5,000.00	(9,512.34)	290.25
TOTAL EXPENDITURES		5,023.86	10,915.90	20,616.10	11,500.00	(9,116.10)	179.27
Fund 186 - SPECIAL EVENT FUND:							
TOTAL REVENUES		4,743.75	3,326.00	7,201.00	11,750.00	4,549.00	61.29
TOTAL EXPENDITURES		5,023.86	10,915.90	20,616.10	11,500.00	(9,116.10)	179.27
NET OF REVENUES & EXPENDITURES		(280.11)	(7,589.90)	(13,415.10)	250.00	13,665.10	5,366.04
Fund 187 - PUBLIC SAFETY							
Revenues							
187-000-81-4-00-10	INVESTMENT INTEREST	(46.51)	0.00	0.00	0.00	0.00	0.00
187-210-21-4-62-10	PUBLIC SAFETY	9,166.66	9,166.66	45,833.30	110,000.00	64,166.70	41.67
TOTAL REVENUES		9,120.15	9,166.66	45,833.30	110,000.00	64,166.70	41.67
Expenditures							
210-21	POLICE DEPARTMENT	0.00	0.00	0.00	110,000.00	110,000.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	110,000.00	110,000.00	0.00

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 06/30/17 INCR (DECR)	ACTIVITY FOR MONTH 06/30/18 INCR (DECR)	YTD BALANCE 06/30/2018 NORM (ABNORM)	2018 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 320 - Capital Improvement Project Fund							
Expenditures							
TOTAL EXPENDITURES		1,393,669.88	35,683.36	646,073.02	11,213,333.00	10,567,259.98	5.76
Fund 320 - Capital Improvement Project Fund:							
TOTAL REVENUES		26,509.82	0.00	271,467.88	13,737,000.00	13,465,532.12	1.98
TOTAL EXPENDITURES		1,393,669.88	35,683.36	646,073.02	11,213,333.00	10,567,259.98	5.76
NET OF REVENUES & EXPENDITURES		(1,367,160.06)	(35,683.36)	(374,605.14)	2,523,667.00	2,898,272.14	14.84
Fund 350 - TIF #2							
Revenues							
350-000-11-4-00-10	General Property Taxes	39,920.73	0.00	582,288.20	363,232.00	(219,056.20)	160.31
350-000-34-4-00-30	Computer Exemptions	0.00	0.00	0.00	0.00	0.00	0.00
350-000-35-4-00-10	Grant revenue	0.00	0.00	0.00	0.00	0.00	0.00
350-000-81-4-00-10	Investment Interest	(67.22)	0.00	0.00	1,000.00	1,000.00	0.00
350-000-82-4-00-10	Rent Income	0.00	0.00	0.00	0.00	0.00	0.00
350-000-82-4-00-50	TIF #2 Miscellaneous Revenue	100.00	0.00	0.00	0.00	0.00	0.00
350-000-91-4-00-00	Proceeds from Long-Term Debt	0.00	0.00	0.00	0.00	0.00	0.00
350-000-91-4-00-10	REFUNDING BONDS ISSUED	0.00	0.00	0.00	0.00	0.00	0.00
350-000-92-4-00-00	Premium on LT debt issued	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		39,953.51	0.00	582,288.20	364,232.00	(218,056.20)	159.87
Expenditures							
000-67	PARKS & CULTURE/RECREATION	118,802.88	2,720.00	9,109.00	130,881.00	121,772.00	6.96
000-80		0.00	0.00	0.00	0.00	0.00	0.00
000-81	INTEREST INCOME	0.00	0.00	0.00	695,000.00	695,000.00	0.00
000-82	MISCELLANEOUS REVENUE	0.00	0.00	0.00	64,726.00	64,726.00	0.00
000-83	OTHER INCOME	0.00	0.00	0.00	0.00	0.00	0.00
000-92	TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		118,802.88	2,720.00	9,109.00	890,607.00	881,498.00	1.02
Fund 350 - TIF #2:							
TOTAL REVENUES		39,953.51	0.00	582,288.20	364,232.00	(218,056.20)	159.87
TOTAL EXPENDITURES		118,802.88	2,720.00	9,109.00	890,607.00	881,498.00	1.02
NET OF REVENUES & EXPENDITURES		(78,849.37)	(2,720.00)	573,179.20	(526,375.00)	(1,099,554.20)	108.89
Fund 353 - TIF #3							
Revenues							
353-000-11-4-00-10	General Property Taxes	44,528.86	0.00	360,005.50	224,572.00	(135,433.50)	160.31
353-000-34-4-00-30	Computer Exemptions	0.00	0.00	0.00	10,000.00	10,000.00	0.00
353-000-81-4-00-10	Investment Interest	0.00	0.00	0.00	0.00	0.00	0.00
353-000-82-4-00-50	Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
353-000-91-4-00-00	Proceeds from Long-Term Debt	0.00	0.00	0.00	0.00	0.00	0.00
353-000-92-4-00-00	Premium on LT Debt Issued	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		44,528.86	0.00	360,005.50	234,572.00	(125,433.50)	153.47

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 06/30/17 INCR (DECR)	ACTIVITY FOR MONTH 06/30/18 INCR (DECR)	YTD BALANCE 06/30/2018 NORM (ABNORM)	2018 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 610 - Storm Water							
Revenues							
610-000-92-4-30-30	Transfer from TIF District #3	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		247,131.15	248,270.10	309,437.88	1,027,588.00	718,150.12	30.11
Expenditures							
000-36		112,427.94	100,754.11	193,788.93	1,042,579.00	848,790.07	18.59
000-82	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
000-87	Admin & General Expense	0.00	0.00	0.00	0.00	0.00	0.00
000-92	TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		112,427.94	100,754.11	193,788.93	1,042,579.00	848,790.07	18.59
Fund 610 - Storm Water:							
TOTAL REVENUES		247,131.15	248,270.10	309,437.88	1,027,588.00	718,150.12	30.11
TOTAL EXPENDITURES		112,427.94	100,754.11	193,788.93	1,042,579.00	848,790.07	18.59
NET OF REVENUES & EXPENDITURES		134,703.21	147,515.99	115,648.95	(14,991.00)	(130,639.95)	771.46
Fund 630 - Sewer							
Revenues							
630-000-64-4-10-10	Volumetric Charges	135,924.62	134,587.13	134,626.61	545,000.00	410,373.39	24.70
630-000-64-4-10-15	Connection Charges	53,233.59	53,310.49	53,308.13	212,520.00	159,211.87	25.08
630-000-64-4-10-20	Household Hazardous Waste	0.00	0.00	0.00	0.00	0.00	0.00
630-000-64-4-10-25	MMSD Charges	189,509.81	209,662.91	209,708.07	750,000.00	540,291.93	27.96
630-000-81-4-00-10	Investment Interest	(528.62)	0.00	0.00	5,000.00	5,000.00	0.00
630-000-81-4-00-40	Interest-Delinquent Accounts	2,549.75	3,129.21	8,233.08	15,000.00	6,766.92	54.89
630-000-82-4-00-50	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00
630-000-82-4-00-60	Gain/Loss on Disposal of Asset	0.00	0.00	0.00	0.00	0.00	0.00
630-000-83-4-00-10	Amortization of Debt Premium	0.00	0.00	0.00	0.00	0.00	0.00
630-000-91-4-00-10	Bond/Note Proceeds	0.00	0.00	0.00	0.00	0.00	0.00
630-000-92-4-60-10	Transfer from Storm Water Fund	0.00	0.00	0.00	0.00	0.00	0.00
630-000-93-4-00-00	Capital Contribution	0.00	0.00	0.00	0.00	0.00	0.00
630-000-93-4-00-30	Transfer from Reserves	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		380,689.15	400,689.74	405,875.89	1,527,520.00	1,121,644.11	26.57
Expenditures							
000-36		300,572.00	8,859.81	235,140.52	1,499,630.00	1,264,489.48	15.68
000-82	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
000-92	TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		300,572.00	8,859.81	235,140.52	1,499,630.00	1,264,489.48	15.68
Fund 630 - Sewer:							
TOTAL REVENUES		380,689.15	400,689.74	405,875.89	1,527,520.00	1,121,644.11	26.57
TOTAL EXPENDITURES		300,572.00	8,859.81	235,140.52	1,499,630.00	1,264,489.48	15.68
NET OF REVENUES & EXPENDITURES		80,117.15	391,829.93	170,735.37	27,890.00	(142,845.37)	612.17
Fund 700 - Liability Insurance Fund							

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF BROWN DEER

PERIOD ENDING 06/30/2018

% Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	ACTIVITY FOR	ACTIVITY FOR	YTD BALANCE	2018 AMENDED BUDGET	AVAILABLE	% BDGT USED
		MONTH 06/30/17 INCR (DECR)	MONTH 06/30/18 INCR (DECR)	06/30/2018 NORM (ABNORM)		BALANCE NORM (ABNORM)	
TOTAL REVENUES - ALL FUNDS		2,780,388.98	1,210,180.84	9,747,401.10	32,292,587.00	22,545,185.90	30.18
TOTAL EXPENDITURES - ALL FUNDS		4,160,406.64	1,755,906.87	8,125,939.33	30,844,059.00	22,718,119.67	26.35
NET OF REVENUES & EXPENDITURES		(1,380,017.66)	(545,726.03)	1,621,461.77	1,448,528.00	(172,933.77)	111.94



VILLAGE OF BROWN DEER

VOUCHER APPROVAL REGISTER

Finance & Public Works Committee	Date: August 8, 2018
Village Board of Trustees	Date: August 6, 2018
Submitted By: Derrick Danner, Senior Accountant	

Payments Presented for Ratification

Attached please find the voucher list for bills accrued June 30, 2018 thru July 27, 2018. This covers check numbers **88178 - 88341**

The total amount of vouchers is \$592,014.91

Vouchers held for approval (to be paid) –

Below Please Find the Top Five Largest Expenditures in the Packet:

- | | |
|----------------------------|---------------|
| 1) MID CITY CORPORATION | \$ 150,385.00 |
| 2) MILWAUKEE WATER WORKS | \$ 62,709.56 |
| 3) RUEKERT MIELKE | \$ 36,593.30 |
| 4) R.A. SMIETH NATIONAL | \$ 34,240.05 |
| 5) NORTH SHORE HEALTH DEPT | \$ 33,251.25 |

Below please find a list of the voided checks for this period and their amount

88180 – Wrong spelling of name

User: DDANNER
DB: Brown Deer

CHECK DATE FROM 07/01/2018 - 07/31/2018

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount	Stat
Bank 1 General Checking Account							
07/02/2018	1	88178	004657	KIRKSEY, MACK	KIRKSEY, MACK	525.00	Open
07/02/2018	1	88179	MISC	CASH	CASH	600.00	Open
07/02/2018	1	88180	MISC	WILKES, DEVIN	WILKES, DEVIN	313.00	Open
07/06/2018	1	88181	003337	AMERICAN ASPHALT MATERIA	AMERICAN ASPHALT MATERIA	457.60	Open
07/06/2018	1	88182	005723	ANDERSEN, NICHOLAS	ANDERSEN, NICHOLAS	83.98	Open
07/06/2018	1	88183	006277	BROWN DEER SCHOOL DISTRI	BROWN DEER SCHOOL DISTRI	200.00	Open
07/06/2018	1	88184	008473	CHRISTIANSSEN, ANN	CHRISTIANSSEN, ANN	538.47	Open
07/06/2018	1	88185	006008	CITY WATER LLC	CITY WATER LLC	15,985.90	Open
07/06/2018	1	88186	003363	DIBB, RONNA & CHRISTOPHE	DIBB, RONNA & CHRISTOPHE	1,883.65	Open
07/06/2018	1	88187	007820	DRAKE, MICHAEL	DRAKE, MICHAEL	300.00	Open
07/06/2018	1	88188	008952	DROW, BRIAN	DROW, BRIAN	50.00	Open
07/06/2018	1	88189	MISC	EBIX	EBIX	186.76	Open
07/06/2018	1	88190	001562	ENVIRONMENTAL INNOVATION	ENVIRONMENTAL INNOVATION	85.00	Open
07/06/2018	1	88191	003642	HAWKINS, INC	HAWKINS, INC	1,541.75	Open
07/06/2018	1	88192	009209	IRACKI, ANTHONY	IRACKI, ANTHONY	104.22	Open
07/06/2018	1	88193	001858	LARRY'S MARKET	LARRY'S MARKET	1,141.30	Open
07/06/2018	1	88194	003710	MILW CO OFFICE OF THE SH	MILW CO OFFICE OF THE SH	942.26	Open
07/06/2018	1	88195	001967	MILWAUKEE CO TREASURER	MILWAUKEE CO TREASURER	2,703.80	Open
07/06/2018	1	88196	007852	MILWAUKEE COUNTY CLERK	MILWAUKEE COUNTY CLERK	150.00	Open
07/06/2018	1	88197	009205	ONTECH SYSTEMS, INC	ONTECH SYSTEMS, INC	775.00	Open
07/06/2018	1	88198	007328	PLATT, KATHLEEN	PLATT, KATHLEEN	462.90	Open
07/06/2018	1	88199	008060	SHOREWOOD PRESS	SHOREWOOD PRESS	325.00	Open
07/06/2018	1	88200	002743	STATE OF WISCONSIN	STATE OF WISCONSIN	11,064.32	Open
07/06/2018	1	88201	007745	WE ENERGIES	WE ENERGIES	11,195.50	Open
07/06/2018	1	88202	MISC	WILKES, KEVIN	WILKES, KEVIN	313.00	Open
07/06/2018	1	88203	007799	WILLIAM/REID	WILLIAM/REID	337.97	Open
07/06/2018	1	88204	002690	ZEISE, JILL	ZEISE, JILL	21.10	Open
07/06/2018	1	88205	009068	DIVERSIFIED BENEFIT SERV	DIVERSIFIED BENEFIT SERV	216.50	Open
07/06/2018	1	88206	005679	EGGERS IMPRINTS	EGGERS IMPRINTS	272.00	Open
07/06/2018	1	88207	001959	MILWAUKEE AREA DOMESTIC	MILWAUKEE AREA DOMESTIC	4,074.47	Open
07/06/2018	1	88208	009205	ONTECH SYSTEMS, INC	ONTECH SYSTEMS, INC	4,173.00	Open
07/06/2018	1	88209	009191	SHRED-IT USA	SHRED-IT USA	76.00	Open
07/06/2018	1	88210	008247	TRANSUNION RISK & ALTERN	TRANSUNION RISK & ALTERN	50.00	Open
07/06/2018	1	88211	002693	WCTC	WCTC	88.60	Open
07/06/2018	1	88212	007799	WILLIAM/REID	WILLIAM/REID	1,287.43	Open
07/06/2018	1	88213	007382	YMCA OF METRO MILWAUKEE	YMCA OF METRO MILWAUKEE	10.00	Open
07/13/2018	1	88214	004765	A M I CORP	A M I CORP	366.54	Open
07/13/2018	1	88215	008700	AHRENHOERSTER, LORI	AHRENHOERSTER, LORI	233.84	Open
07/13/2018	1	88216	003096	ANSHUS, PATTY	ANSHUS, PATTY	200.00	Open
07/13/2018	1	88217	001203	BATTERIES PLUS	BATTERIES PLUS	19.95	Open
07/13/2018	1	88218	009229	BAXTER & WOODMAN	BAXTER & WOODMAN	3,088.90	Open
07/13/2018	1	88219	008311	BELONGER	BELONGER	240.00	Open
07/13/2018	1	88220	008640	BERGERON, TWILA	BERGERON, TWILA	50.00	Open
07/13/2018	1	88221	002750	BOOKPAGE	BOOKPAGE	528.00	Open
07/13/2018	1	88222	008312	BRIDGES, PATRICIA	BRIDGES, PATRICIA	214.81	Open
07/13/2018	1	88223	001295	BROWN DEER LAWN SERVICE	BROWN DEER LAWN SERVICE	54.00	Open
07/13/2018	1	88224	006415	BUELOW VETTER BUIKEMA	BUELOW VETTER BUIKEMA	2,736.00	Open
07/13/2018	1	88225	MISC	CASH	CASH	112.00	Open
07/13/2018	1	88226	004203	CEDAR CREST ICE CREAM	CEDAR CREST ICE CREAM	155.52	Open
07/13/2018	1	88227	006008	CITY WATER LLC	CITY WATER LLC	16,402.73	Open
07/13/2018	1	88228	003122	CLEAR CUT PRINT SOLUTION	CLEAR CUT PRINT SOLUTION	210.55	Open
07/13/2018	1	88229	008457	COMPLETE OFFICE OF WISCC	COMPLETE OFFICE OF WISCC	27.09	Open
07/13/2018	1	88230	003050	COOK-QUIRK, JULIE	COOK-QUIRK, JULIE	17.80	Open
07/13/2018	1	88231	005511	DIGICORP INC	DIGICORP INC	277.20	Open
07/13/2018	1	88232	MISC	DIGITAL EDGE COPY & PRIN	DIGITAL EDGE COPY & PRIN	180.00	Open
07/13/2018	1	88233	MISC	DUEHRING, CHANNING P.	DUEHRING, CHANNING P.	150.00	Open
07/13/2018	1	88234	008164	DURHAM SCHOOL SERVICES	DURHAM SCHOOL SERVICES	290.00	Open
07/13/2018	1	88235	005679	EGGERS IMPRINTS	EGGERS IMPRINTS	407.25	Open
07/13/2018	1	88236	MISC	FUN EVENTS INC.	FUN EVENTS INC.	535.00	Open
07/13/2018	1	88237	001635	GENE A WAGNER PLUMBING C	GENE A WAGNER PLUMBING C	3,682.76	Open
07/13/2018	1	88238	008496	GIBB BUILDING MAINTENANC	GIBB BUILDING MAINTENANC	972.80	Open
07/13/2018	1	88239	001705	HAASE, SANDRA JOY	HAASE, SANDRA JOY	5.83	Open
07/13/2018	1	88240	001706	HACH COMPANY	HACH COMPANY	108.97	Open
07/13/2018	1	88241	009235	HARDY, KALA	HARDY, KALA	244.71	Open
07/13/2018	1	88242	MISC	HENNING, BRETT	HENNING, BRETT	445.00	Open
07/13/2018	1	88243	002680	INGRAM LIBRARY SERVICES	INGRAM LIBRARY SERVICES	15.57	Open
07/13/2018	1	88244	MISC	JENNINGS, ERICA	JENNINGS, ERICA	260.00	Open
07/13/2018	1	88245	004587	JUDO-KARATE INTERNATIONAL	JUDO-KARATE INTERNATIONAL	135.00	Open
07/13/2018	1	88246	007381	KETTLE MORAINES YMCA	KETTLE MORAINES YMCA	40.00	Open
07/13/2018	1	88247	004736	KIMBALL MIDWEST	KIMBALL MIDWEST	245.28	Open
07/13/2018	1	88248	MISC	KPRG AND ASSOCIATES INC.	KPRG AND ASSOCIATES INC.	2,700.00	Open
07/13/2018	1	88249	008853	KUENY ARCHITECTS, LLC	KUENY ARCHITECTS, LLC	4,005.26	Open
07/13/2018	1	88250	008312	LATHAN, LEVI & CAROLYN	LATHAN, LEVI & CAROLYN	213.91	Open
07/13/2018	1	88251	002918	LESNIK, MICHAEL	LESNIK, MICHAEL	153.16	Open
07/13/2018	1	88252	001912	MARTENS RELIABLE TRUE V	MARTENS RELIABLE TRUE V	58.36	Open
07/13/2018	1	88253	MISC	MID CITY CORPORATION	MID CITY CORPORATION	150,385.00	Open
07/13/2018	1	88254	001950	MILW CO FEDERATED LIBRARI	MILW CO FEDERATED LIBRARI	943.57	Open
07/13/2018	1	88255	003710	MILW CO OFFICE OF THE SH	MILW CO OFFICE OF THE SH	2,184.33	Open

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Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount	Stat
07/13/2018	1	88256	005127	MILWAUKEE WATER WORKS	MILWAUKEE WATER WORKS	62,709.56	Open
07/13/2018	1	88257	004592	MORGAN, JOSHUA	MORGAN, JOSHUA	451.09	Open
07/13/2018	1	88258	002023	NASSCO INC	NASSCO INC	1,589.10	Open
07/13/2018	1	88259	MISC	NICHOLSON, SHAKEENA CHAF	NICHOLSON, SHAKEENA CHAF	195.00	Open
07/13/2018	1	88260	002820	NORTH SHORE FIRE DEPARTM	NORTH SHORE FIRE DEPARTM	34,979.57	Open
07/13/2018	1	88261	003052	NORTH SHORE WATER COMISS	NORTH SHORE WATER COMISS	1,020.00	Open
07/13/2018	1	88262	004362	NORTHERN LAKE SERVICE IN	NORTHERN LAKE SERVICE IN	560.00	Open
07/13/2018	1	88263	008488	OCCUPATIONAL HEALTH CENT	OCCUPATIONAL HEALTH CENT	69.50	Open
07/13/2018	1	88264	MISC	PATULSKI CONCRETE& MASON	PATULSKI CONCRETE& MASON	8,700.00	Open
07/13/2018	1	88265	002126	PETRAS, ERIKA	PETRAS, ERIKA	47.96	Open
07/13/2018	1	88266	007069	PRIME MEDIA ACQUIISITION	PRIME MEDIA ACQUIISITION	157.04	Open
07/13/2018	1	88267	007143	R2 COMMUNICATIONS LLC	R2 COMMUNICATIONS LLC	1,695.00	Open
07/13/2018	1	88268	004212	RED THE UNIFORM TAILOR	RED THE UNIFORM TAILOR	697.33	Open
07/13/2018	1	88269	002973	RKM FIREWORKS	RKM FIREWORKS	14,500.00	Open
07/13/2018	1	88270	MISC	ROBERSON, THERESA	ROBERSON, THERESA	260.00	Open
07/13/2018	1	88271	004858	RUEKERT MIELKE	RUEKERT MIELKE	12,467.44	Open
07/13/2018	1	88272	007872	SCHNEIDER, KIMBERLY	SCHNEIDER, KIMBERLY	285.63	Open
07/13/2018	1	88273	MISC	SHEHI, JASMINE	SHEHI, JASMINE	195.00	Open
07/13/2018	1	88274	MISC	SID GRINKER RESTORATION	SID GRINKER RESTORATION	1,625.78	Open
07/13/2018	1	88275	005919	SMART INTERACTIVE MEDIA	SMART INTERACTIVE MEDIA	28.75	Open
07/13/2018	1	88276	MISC	STANIOCH, DREW	STANIOCH, DREW	87.20	Open
07/13/2018	1	88277	008428	SUPERIOR VISION INSURANC	SUPERIOR VISION INSURANC	489.26	Open
07/13/2018	1	88278	007796	ULINE	ULINE	87.84	Open
07/13/2018	1	88279	002578	WI MUNICIPAL COURT CLERK	WI MUNICIPAL COURT CLERK	40.00	Open
07/13/2018	1	88280	007061	WILD IMPACT MARKETING IN	WILD IMPACT MARKETING IN	353.98	Open
07/27/2018	1	88282	005177	ACCURATE APPRAISAL LLC	ACCURATE APPRAISAL LLC	17,875.00	Open
07/27/2018	1	88283	008459	AIRGAS USA, LLC	AIRGAS USA, LLC	215.34	Open
07/27/2018	1	88284	004788	ASSOCIATED TRUST COMPANY	ASSOCIATED TRUST COMPANY	475.00	Open
07/27/2018	1	88285	009217	AURORA EAP	AURORA EAP	500.00	Open
07/27/2018	1	88286	001168	AYRES ASSOCIATES	AYRES ASSOCIATES	1,999.00	Open
07/27/2018	1	88287	005955	BAYCOM	BAYCOM	679.97	Open
07/27/2018	1	88288	006054	BEER CAPITOL DISTRIBUTIN	BEER CAPITOL DISTRIBUTIN	542.00	Open
07/27/2018	1	88289	MISC	BETTS, SANDRA	BETTS, SANDRA	150.00	Open
07/27/2018	1	88290	MISC	BIG SHOES NETWORK	BIG SHOES NETWORK	50.00	Open
07/27/2018	1	88291	001256	BOB LURIE GLASS CORP	BOB LURIE GLASS CORP	550.00	Open
07/27/2018	1	88292	MISC	BOWLES, VERNON	BOWLES, VERNON	150.00	Open
07/27/2018	1	88293	004567	CARRICO AQUATIC RESOURCE	CARRICO AQUATIC RESOURCE	4,870.59	Open
07/27/2018	1	88294	MISC	CARTER, SHYRITA	CARTER, SHYRITA	55.00	Open
07/27/2018	1	88295	MISC	CASH	CASH	77.00	Open
07/27/2018	1	88296	001462	CITIES & VILLAGES MUTUAL	CITIES & VILLAGES MUTUAL	20,000.00	Open
07/27/2018	1	88297	005351	CLASS I AIR	CLASS I AIR	493.04	Open
07/27/2018	1	88298	003122	CLEAR CUT PRINT SOLUTION	CLEAR CUT PRINT SOLUTION	192.00	Open
07/27/2018	1	88299	009175	CONVERGED TECHNOLOGY PRC	CONVERGED TECHNOLOGY PRC	5,697.34	Open
07/27/2018	1	88300	MISC	DANNER, DERRICK	DANNER, DERRICK	122.08	Open
07/27/2018	1	88301	009068	DIVERSIFIED BENEFIT SERV	DIVERSIFIED BENEFIT SERV	212.00	Open
07/27/2018	1	88302	005679	EGGERS IMPRINTS	EGGERS IMPRINTS	834.00	Open
07/27/2018	1	88303	MISC	FALLAHI, HEDAYAT	FALLAHI, HEDAYAT	5.00	Open
07/27/2018	1	88304	008518	FIS	FIS	286.00	Open
07/27/2018	1	88305	007920	GECEB/AMAZON	GECEB/AMAZON	1,299.75	Open
07/27/2018	1	88306	008496	GIBB BUILDING MAINTENANC	GIBB BUILDING MAINTENANC	3,120.00	Open
07/27/2018	1	88307	002919	GLENDALE POLICE DEPARTME	GLENDALE POLICE DEPARTME	105.00	Open
07/27/2018	1	88308	001692	GREENFIELD POLICE DEPART	GREENFIELD POLICE DEPART	136.60	Open
07/27/2018	1	88309	MISC	GROHALL, ELIZA	GROHALL, ELIZA	6.92	Open
07/27/2018	1	88310	004613	GUENETTE, BRIAN	GUENETTE, BRIAN	108.20	Open
07/27/2018	1	88311	009235	HARDY, KALA	HARDY, KALA	89.93	Open
07/27/2018	1	88312	MISC	HEALTH AND SOCIAL IMPACI	HEALTH AND SOCIAL IMPACI	2,500.00	Open
07/27/2018	1	88313	006467	KELLY, OPHELIA	KELLY, OPHELIA	60.00	Open
07/27/2018	1	88314	001818	KENDA-LUBETSKI, JILL	KENDA-LUBETSKI, JILL	505.08	Open
07/27/2018	1	88315	MISC	LIBRARY SUPPLY SOLUTIONS	LIBRARY SUPPLY SOLUTIONS	138.00	Open
07/27/2018	1	88316	008549	LOVE, CHARLES	LOVE, CHARLES	50.00	Open
07/27/2018	1	88317	MISC	MALONE, RAMONE	MALONE, RAMONE	45.00	Open
07/27/2018	1	88318	MISC	MC SO - TRAINING ACADEMY	MC SO - TRAINING ACADEMY	25.00	Open
07/27/2018	1	88319	001925	MENARDS - MILWAUKEE	MENARDS - MILWAUKEE	33.99	Open
07/27/2018	1	88320	008638	MILJEVIC, SANJA	MILJEVIC, SANJA	49.54	Open
07/27/2018	1	88321	008568	MILW CO HOUSE OF CORRECT	MILW CO HOUSE OF CORRECT	1,321.25	Open
07/27/2018	1	88322	009194	MITEL NETWORKS, INC	MITEL NETWORKS, INC	3,910.23	Open
07/27/2018	1	88323	002023	NASSCO INC	NASSCO INC	453.71	Open
07/27/2018	1	88324	008158	NELSON, BECKY	NELSON, BECKY	599.00	Open
07/27/2018	1	88325	008863	NORTH SHORE HEALTH DEPAR	NORTH SHORE HEALTH DEPAR	33,251.25	Open
07/27/2018	1	88326	009205	ONTECH SYSTEMS, INC	ONTECH SYSTEMS, INC	992.44	Open
07/27/2018	1	88327	007818	R.A. SMITH NATIONAL	R.A. SMITH NATIONAL	34,240.05	Open
07/27/2018	1	88328	004212	RED THE UNIFORM TAILOR	RED THE UNIFORM TAILOR	289.96	Open
07/27/2018	1	88329	004858	RUEKERT MIELKE	RUEKERT MIELKE	36,593.30	Open
07/27/2018	1	88330	007454	SCHMIT BROS AUTO INC	SCHMIT BROS AUTO INC	315.12	Open
07/27/2018	1	88331	003454	SCRUB BROWN DEER LLC	SCRUB BROWN DEER LLC	33.00	Open
07/27/2018	1	88332	002282	SHARP ELECTRONICS CORP	SHARP ELECTRONICS CORP	291.84	Open
07/27/2018	1	88333	009191	SHRED-IT USA	SHRED-IT USA	35.00	Open
07/27/2018	1	88334	005919	SMART INTERACTIVE MEDIA	SMART INTERACTIVE MEDIA	230.00	Open
07/27/2018	1	88335	MISC	UIHLEIN SOCCER PARK	UIHLEIN SOCCER PARK	1,120.00	Open
07/27/2018	1	88336	007745	WE ENERGIES	WE ENERGIES	13,386.14	Open
07/27/2018	1	88337	002557	WI DEPT OF JUSTICE	WI DEPT OF JUSTICE	266.00	Open

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Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Amount	Stat
07/27/2018	1	88338	002560	WI DEPT OF JUSTICE-TIME	WI DEPT OF JUSTICE-TIME	522.00	Open
07/27/2018	1	88339	007418	WISCONSIN PARKS & RECREA	WISCONSIN PARKS & RECREA	862.50	Open
07/27/2018	1	88340	002637	XEROX CORPORATION	XEROX CORPORATION	177.55	Open
07/27/2018	1	88341	008485	YMCA OF GREATER WAUKESHA	YMCA OF GREATER WAUKESHA	10.00	Open

1 TOTALS:

Total of 163 Checks:	592,327.91
Less 1 Void Checks:	313.00
Total of 162 Disbursements:	<u>592,014.91</u>

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GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 010 GENERAL FUND							
Dept 000-15							
010-000-15-2-20-60	Vision Insurance Payable	SUPERIOR VISION INSURA	AUGUST 2018 VISION	AUG STMT	07/13/18	489.26	88277
						<u>489.26</u>	
Total For Dept 000-15						489.26	
Dept 000-33							
010-000-33-2-00-20	Bail Due Other Departments	MILWAUKEE COUNTY CLERK	EDWARDS, DEREK T M/B 03-02-1962	BAIL VOUCHER	07/06/18	150.00	88196
010-000-33-2-00-20	Bail Due Other Departments	DUEHRING, CHANNING P.	RETURN BAIL 18-7295	BAIL VOUCHER	07/13/18	150.00	88233
010-000-33-2-00-20	Bail Due Other Departments	BETTS, SANDRA	DV BAIL 18-7489	BETTS	07/27/18	150.00	88289
010-000-33-2-00-20	Bail Due Other Departments	BOWLES, VERNON	DV-DC BAIL, NO PROCESSED 18-7933	VOUCHER1	07/27/18	150.00	88292
010-000-33-2-00-20	Bail Due Other Departments	GLENDALE POLICE DEPART	SEABERRY, ARTHUR DEVON 11-27-1982 A	BAIL	07/27/18	105.00	88307
010-000-33-2-00-20	Bail Due Other Departments	GREENFIELD POLICE DEPA	MORGAN, PATRICK J 03-21-1976 CASE N	VOUCHER	07/27/18	136.60	88308
010-000-33-2-00-40	Court Deposit Clearing	KELLY, OPHELIA	P7912 TAX INTERCEPT PROGRAM REFUND	TRIP	07/27/18	60.00	88313
010-000-33-2-00-40	Court Deposit Clearing	MALONE, RAMONE	P27776 REFUND, TAX INTERCEPT	TRIP	07/27/18	45.00	88317
						<u>946.60</u>	
Total For Dept 000-33						946.60	
Dept 140-14 VILLAGE MANAGER							
010-140-14-5-45-30	Professional Training	KENDA-LUBETSKI, JILL	MILEAGE/MMCA MEETINGS/HOTEL REIMBUR	07/26/18	07/27/18	383.00	88314
010-140-14-5-45-30	Professional Training	DANNER, DERRICK	MILEAGE REIMBURSEMENT	07/27/2018	07/27/18	122.08	88300
010-140-14-5-45-40	Mileage Reimbursement	KENDA-LUBETSKI, JILL	MILEAGE/MMCA MEETINGS/HOTEL REIMBUR	07/26/18	07/27/18	122.08	88314
						<u>627.16</u>	
Total For Dept 140-14 VILLAGE MANAGER						627.16	
Dept 150-15 ADMINISTRATIVE SERVICES							
010-150-15-5-30-30	Service Fees	DIVERSIFIED BENEFIT SE	JUNE ADMIN SERVICE FEES/PRIOR YEAR	264645	07/06/18	216.50	88205
010-150-15-5-30-30	Service Fees	DIVERSIFIED BENEFIT SE	JULY ADMIN SERVICE FEES/PRIOR YEAR	266285	07/27/18	212.00	88301
						<u>428.50</u>	
Total For Dept 150-15 ADMINISTRATIVE SERVICES						428.50	
Dept 151-15 ASSESSOR							
010-151-15-5-20-20	Professional Services	ACCURATE APPRAISAL LLC	2018 PROFESSIONAL SERVICES	ACCAPP2018-2	07/27/18	17,875.00	88282
						<u>17,875.00</u>	
Total For Dept 151-15 ASSESSOR						17,875.00	
Dept 191-14 OTHER GENERAL GOVERNMENT							
010-191-14-5-24-10	Equipment Maintenance Ser	RICOH USA INC	COPIER IMAGES	5053905455		705.67	
010-191-14-5-24-10	Equipment Maintenance Ser	SMART INTERACTIVE MEDI	GRAVITY FORMS PLUGIN, ADDED FORM TO	7503	07/13/18	28.75	88275
010-191-14-5-24-10	Equipment Maintenance Ser	SMART INTERACTIVE MEDI	HOSTING	7516	07/27/18	230.00	88334
010-191-14-5-30-20	Communications	MITEL NETWORKS, INC	SERVICE PERIOD 04/01/2018 - 7/31/20	APRIL - JULY	07/27/18	3,910.23	88322
010-191-14-5-30-22	Communication-Wireless Ser	US CELLULAR	SERVICE 06/04/18 - 07/03/18	0252566968		1,470.79	
						<u>6,345.44</u>	
Total For Dept 191-14 OTHER GENERAL GOVERNMENT						6,345.44	
Dept 192-14 INFORMATION TECHNOLOGY							
010-192-14-5-20-35	Technical Services	CONVERGED TECHNOLOGY P	PARTNER SUPPORT WITH UPGRADE ADDURA	18621	07/27/18	5,697.34	88299
010-192-14-5-20-35	Technical Services	ONTECH SYSTEMS, INC	IT SERVICES	36061	07/27/18	520.00	88326
010-192-14-5-20-35	Technical Services	ONTECH SYSTEMS, INC	IT SERVICES	36061	07/27/18	455.00	88326
010-192-14-5-20-35	Technical Services	ONTECH SYSTEMS, INC	IT SERVICES	36061	07/27/18	17.44	88326
						<u>6,689.78</u>	
Total For Dept 192-14 INFORMATION TECHNOLOGY						6,689.78	
Dept 193-41 INTERGOVERNMENTAL EXP.							
010-193-41-5-26-40	Milw Area Domestic Animal	MILWAUKEE AREA DOMESTI	2018 - THIRD QUARTER OPERATING COST	1751	07/06/18	4,074.47	88207
010-193-41-5-26-45	North Shore Health Dpt Cor	NORTH SHORE HEALTH DEP	3RD QUARTER CONTRIBUTION	18-0000521	07/27/18	33,251.25	88325
						<u>37,325.72</u>	
Total For Dept 193-41 INTERGOVERNMENTAL EXP.						37,325.72	
Dept 195-38							
010-195-38-5-15-20	Group Insurance	AURORA EAP	QUARTERLY EAP FEE	18198	07/27/18	500.00	88285
						<u>500.00</u>	
Total For Dept 195-38						500.00	
Dept 210-21 POLICE DEPARTMENT							

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GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 010 GENERAL FUND							
Dept 210-21 POLICE DEPARTMENT							
010-210-21-5-12-20	Uniform Allowance	ZEISE, JILL	OFFICE DEPOT SUPPLIES	RECEIPT	07/06/18	21.10	88204
010-210-21-5-12-20	Uniform Allowance	LESNIK, MICHAEL	UNIFORM ALLOWANCE REIMBURSEMENT	MATTER OF	07/13/18	153.16	88251
010-210-21-5-12-20	Uniform Allowance	MORGAN, JOSHUA	UNIFORM, TRAINING, SUPPLIES FOR RAN	MATTER OF	07/13/18	427.49	88257
010-210-21-5-12-20	Uniform Allowance	GUENETTE, BRIAN	UNIFORM PURCHASES	MATTER OF	07/27/18	108.20	88310
010-210-21-5-12-20	Uniform Allowance	RED THE UNIFORM TAILOR	DAVID TUCEK UNIFORM ALLOWANCE	B214222A	07/27/18	289.96	88328
010-210-21-5-24-10	Equipment Maintenance Serv	SID GRINKER RESTORATIO	BRADLEY MANOR LOBBY DOOR REPAIR	SI-14061	07/13/18	1,625.78	88274
010-210-21-5-24-10	Equipment Maintenance Serv	BAYCOM	RADIO UPDATES	15000	07/27/18	679.97	88287
010-210-21-5-24-10	Equipment Maintenance Serv	SHARP ELECTRONICS CORP	PHOTOCOPIER LEASE; MONTHLY COPIES	SH275334	07/27/18	291.84	88332
010-210-21-5-30-10	Office Supplies, Equip & F	SHRED-IT USA	MONTHLY SHREDDING X2	8125038853	07/06/18	76.00	88209
010-210-21-5-30-10	Office Supplies, Equip & F	BATTERIES PLUS	12 V LEAD	P3052745	07/13/18	19.95	88217
010-210-21-5-30-10	Office Supplies, Equip & F	CLEAR CUT PRINT SOLUTI	PAPER, BUSINESS CARDS	15487 14657	07/13/18	124.65	88228
010-210-21-5-30-10	Office Supplies, Equip & F	MORGAN, JOSHUA	UNIFORM, TRAINING, SUPPLIES FOR RAN	MATTER OF	07/13/18	12.62	88257
010-210-21-5-30-10	Office Supplies, Equip & F	PRIME MEDIA ACQUIISITI	POLY BAG ROLL	0202891-IN	07/13/18	157.04	88266
010-210-21-5-30-10	Office Supplies, Equip & F	SHRED-IT USA	MONTHLY SHREDDING	8125243050	07/27/18	35.00	88333
010-210-21-5-30-30	Service Fees	TRANSUNION RISK & ALTE	MAY AND JUNE 851193	JUNE	07/06/18	50.00	88210
010-210-21-5-30-30	Service Fees	WI DEPT OF JUSTICE	JUNE STATEMENT CIB WORCS	AC L4102T	07/27/18	266.00	88337
010-210-21-5-30-30	Service Fees	WI DEPT OF JUSTICE-TIM	QUARTERLY BILLING, APRIL THROUGH JU	4928	07/27/18	522.00	88338
010-210-21-5-34-10	Fuel, Oil & Lubricants	BP BUSINESS SOLUTIONS	FUEL - 06/20/18 - 07/19/18	5871056528/JULY20		86.78	
010-210-21-5-34-35	Uniforms/Coveralls	CLEAR CUT PRINT SOLUTI	PAPER, BUSINESS CARDS	15487 14657	07/13/18	85.90	88228
010-210-21-5-34-35	Uniforms/Coveralls	RED THE UNIFORM TAILOR	INITIAL ISSUE, SAMSON HER	B214513B	07/13/18	697.33	88268
010-210-21-5-35-20	Vehicle Repair/Maint Suppl	SCRUB BROWN DEER LLC	JUNE, 11 CAR WASHES	STATEMENT	07/27/18	33.00	88331
010-210-21-5-39-25	Crime Prevention Supplies	ANDERSEN, NICHOLAS	CANDY FOR 4TH OF JULY FROM AMAZON	INVOICES	07/06/18	41.99	88182
010-210-21-5-39-25	Crime Prevention Supplies	ANDERSEN, NICHOLAS	CANDY FOR 4TH OF JULY FROM AMAZON	INVOICES	07/06/18	41.99	88182
010-210-21-5-39-25	Crime Prevention Supplies	EGGERS IMPRINTS	T-SHIRTS	63432	07/06/18	272.00	88206
010-210-21-5-45-30	Professional Training	WCTC	EVOC TRAINING	S0669559	07/06/18	88.60	88211
010-210-21-5-45-30	Professional Training	MORGAN, JOSHUA	UNIFORM, TRAINING, SUPPLIES FOR RAN	MATTER OF	07/13/18	10.98	88257
010-210-21-5-45-30	Professional Training	MCSO - TRAINING ACADEM	2018 MOTORCYCLE IN-SERVICE, ANDERSE	018046	07/27/18	25.00	88318
Total For Dept 210-21 POLICE DEPARTMENT						6,244.33	
Dept 220-22 FIRE DEPARTMENT - EG							
010-220-22-5-26-40	Fire Dues Distribution	NORTH SHORE FIRE DEPAR	2018 FIRE DUES DISTRIBUTION	NO. 1001049895	07/13/18	34,979.57	88260
Total For Dept 220-22 FIRE DEPARTMENT - EG						34,979.57	
Dept 310-31 PUBLIC WORKS ADMINISTRATION							
010-310-31-5-30-10	Office Supplies, Equip & F	COOK-QUIRK, JULIE	EAT & GREET EXPENSE REIMB.- BEAUTI	JUNE2018	07/13/18	17.80	88230
010-310-31-5-30-10	Office Supplies, Equip & F	DE LAGE LANDEN	PERIOD OF PERFORMANACE 07/15/18 - 0	59695438		158.59	
010-310-31-5-30-20	Communications	US CELLULAR	SERVCE 06/04/18 - 07/03/18	0252566968		157.33	
Total For Dept 310-31 PUBLIC WORKS ADMINISTRATION						333.72	
Dept 319-16 DPW MUNICIPAL COMPLEX							
010-319-16-5-23-10	Cleaning Services	ANSHUS, PATTY	JULY CLEANING - DPW	780338	07/13/18	200.00	88216
Total For Dept 319-16 DPW MUNICIPAL COMPLEX						200.00	
Dept 319-33 DPW MUNICIPAL COMPLEX							
010-319-33-5-34-10	Fuel, Oil & Lubricants	PETRAS, ERIKA	JUNE MILEAGE REIMB	JUNE2018	07/13/18	47.96	88265
010-319-33-5-34-10	Fuel, Oil & Lubricants	STANIOCH, DREW	MILEAGE REIMB. 6/5-15	JUN2018	07/13/18	87.20	88276
010-319-33-5-35-30	Tools & Supplies	MENARDS - MILWAUKEE	9 X 12 BLUE TARP	63907	07/27/18	33.99	88319
Total For Dept 319-33 DPW MUNICIPAL COMPLEX						169.15	
Dept 360-31 COMMUNITY DEVELOPMENT							
010-360-31-5-20-20	Professional Services	RUEKERT MIELKE	2018 GIS DATA MAINTENANCE	123610	07/27/18	524.00	88329
010-360-31-5-20-20	Professional Services	RUEKERT MIELKE	2018 GIS DATA MAINTENANCE	124000	07/27/18	290.25	88329
010-360-31-5-30-10	Office Supplies, Equip & F	DE LAGE LANDEN	PERIOD OF PERFORMANACE 07/15/18 - 0	59695438		158.59	

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Fund 010 GENERAL FUND							
Dept 360-31 COMMUNITY DEVELOPMENT							
Total For Dept 360-31 COMMUNITY DEVELOPMENT						972.84	
Dept 361-16 VILLAGE HALL							
010-361-16-5-35-10	Building Supplies	CLASS I AIR	FILTERS	63016	07/27/18	493.04	88297
010-361-16-5-35-10	Building Supplies	NASSCO INC	CLEANING SUPPLIES	S2347071.002	07/27/18	268.86	88323
Total For Dept 361-16 VILLAGE HALL						761.90	
Dept 530-53 PARK & RECREATION							
010-530-53-5-20-40	Printing Services	CLEAR CUT PRINT SOLUTI	PARK & POND TIME SHEETS	15486	07/27/18	192.00	88298
010-530-53-5-45-30	Professional Training	IRACKI, ANTHONY	REC PROGRAM MILEAGE REIMBURSEMENT	APRIL-JULY	07/06/18	104.22	88192
Total For Dept 530-53 PARK & RECREATION						296.22	
Total For Fund 010 GENERAL FUND						115,185.19	
Fund 140 North Shore Health Dept							
Dept 000-49 OTHER PERMITS							
140-000-49-4-20-30	Permits	HENNING, BRETT	PARTIAL REFUND RELATED TO FOOD LICENSE	201900087	07/13/18	445.00	88242
Total For Dept 000-49 OTHER PERMITS						445.00	
Dept 410-41							
140-410-41-5-20-20	Professional Services	BUELOW VETTER BUIKEMA	CIVIL RIGHTS COMPLIANCE LETTER	66	07/13/18	2,736.00	88224
140-410-41-5-34-55	Clinical Supplies	AHRENHOERSTER, LORI	JUNE MILEAGE AND EXPENSES LORI	062018	07/13/18	67.18	88215
140-410-41-5-34-55	Clinical Supplies	SCHNEIDER, KIMBERLY	KIM SCHNEIDER JULY EXPENSES	072018	07/13/18	9.85	88272
140-410-41-5-35-40	Equip Repair/Maint Supplies	US CELLULAR	SERVCE 06/04/18 - 07/03/18	0252566968		151.78	
140-410-41-5-35-40	Equip Repair/Maint Supplies	DIGICORP INC	SHOREWOOD COMPUTER AND PRINTER SUPP	324055	07/13/18	184.80	88231
140-410-41-5-35-40	Equip Repair/Maint Supplies	DIGICORP INC	SHOREWOOD COMPUTER SUPPORT	324139	07/13/18	92.40	88231
140-410-41-5-45-40	Mileage Reimbursement	AHRENHOERSTER, LORI	JUNE MILEAGE AND EXPENSES LORI	062018	07/13/18	76.57	88215
140-410-41-5-45-40	Mileage Reimbursement	HARDY, KALA	KALA HARDY_JUNE MILEAGE	062018	07/13/18	244.71	88241
140-410-41-5-45-40	Mileage Reimbursement	SCHNEIDER, KIMBERLY	KIM SCHNEIDER_JULY EXPENSES	072018	07/13/18	7.63	88272
140-410-41-5-45-40	Mileage Reimbursement	HARDY, KALA	KALA HARDY-MAY MILEAGE	052018	07/27/18	89.93	88311
140-410-41-5-45-40	Mileage Reimbursement	MILJEVIC, SANJA	SANJA JUNE MILEAGE	062018	07/27/18	49.54	88320
Total For Dept 410-41						3,710.39	
Total For Fund 140 North Shore Health Dept						4,155.39	
Fund 141 NSHD Grant Fund							
Dept 422-41 IMM GRANT							
141-422-41-5-39-70	Program Supplies & Expense	SCHNEIDER, KIMBERLY	KIM SCHNEIDER_JULY EXPENSES	072018	07/13/18	268.15	88272
Total For Dept 422-41 IMM GRANT						268.15	
Dept 423-41 PREVENTION							
141-423-41-5-39-70	Program Supplies & Expense	FIS	COPY SERVICE_NORTH SHORE HEALTH DEP.	072018	07/27/18	174.00	88304
141-423-41-5-39-70	Program Supplies & Expense	HEALTH AND SOCIAL IMPA	CONSULTING FOR COMMUNITY HEALTH ASS.	072018	07/27/18	2,500.00	88312
Total For Dept 423-41 PREVENTION						2,674.00	
Dept 442-41 PHP Preparedness							
141-442-41-5-39-70	Program Supplies & Expense	AHRENHOERSTER, LORI	JUNE MILEAGE AND EXPENSES LORI	062018	07/13/18	90.09	88215
Total For Dept 442-41 PHP Preparedness						90.09	
Dept 448-41 Beach Water							
141-448-41-5-39-70	Program Supplies & Expense	NORTH SHORE WATER COMI	BEACH TESTING_JUNE	NSHDL062018	07/13/18	720.00	88261
Total For Dept 448-41 Beach Water						720.00	
Total For Fund 141 NSHD Grant Fund						3,752.24	

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Fund 151 Library Fund							
Dept 510-51 92400							
151-510-51-5-20-35	Technical Services	MILW CO FEDERATED LIBR	2ND QUARTER - MCFLS SUPPLIES/TNS HO	FL-03119	07/13/18	26.81	88254
151-510-51-5-20-40	Printing Services	XEROX CORPORATION	METER USAGE 6/11/18 - 6/30/18	093861242	07/27/18	177.55	88340
151-510-51-5-30-10	Office Supplies, Equip & E	MILW CO FEDERATED LIBR	2ND QUARTER - MCFLS SUPPLIES/TNS HO	FL-03119	07/13/18	246.13	88254
151-510-51-5-30-10	Office Supplies, Equip & E	LIBRARY SUPPLY Solutio	SECURITY TAGS	20958-8	07/27/18	138.00	88315
151-510-51-5-30-15	Postage & Mailing	MILW CO FEDERATED LIBR	2ND QUARTER - MCFLS SUPPLIES/TNS HO	FL-03119	07/13/18	46.53	88254
151-510-51-5-30-15	Postage & Mailing	HAASE, SANDRA JOY	POSTAGE - B & T RETURN	7/13/18	07/13/18	5.83	88239
151-510-51-5-30-20	Communications	MILW CO FEDERATED LIBR	2ND QUARTER - MCFLS SUPPLIES/TNS HO	FL-03119	07/13/18	624.10	88254
Total For Dept 510-51 92400						1,264.95	
Dept 511-51							
151-511-51-5-38-20	Audio/Visual	GECRB/AMAZON	DVD'S, PROGRAM SUPPLIES	07/10/18 STMT	07/27/18	914.11	88305
151-511-51-5-38-30	Donation Expenditures		BOOKPAGE	S36777	07/13/18	528.00	88221
151-511-51-5-38-30	Donation Expenditures	WILD IMPACT MARKETING	STAFF SWEATSHIRTS	00529417	07/13/18	353.98	88280
151-511-51-5-38-40	Library Programming	GECRB/AMAZON	DVD'S, PROGRAM SUPPLIES	07/10/18 STMT	07/27/18	137.27	88305
Total For Dept 511-51						1,933.36	
Dept 512-51							
151-512-51-5-23-10	Cleaning Services	GIBB BUILDING MAINTENA	MONTHLY CLEANING SERVICES - JULY, 13743		07/27/18	3,120.00	88306
151-512-51-5-35-10	Building Supplies	NASSCO INC	FACIAL TISSUE, HAND TOWELS, BATH TI	S2350834.002	07/27/18	184.85	88323
Total For Dept 512-51						3,304.85	
Total For Fund 151 Library Fund						6,503.16	
Fund 152 Village Park & Pond Fund							
Dept 520-52							
152-520-52-5-37-10	Operation Materials	CARRICO AQUATIC RESOUR	SUMMER WATER MANAGEMENT 4 OF 4) & P	20182762 & 20182	07/27/18	4,634.44	88293
152-520-52-5-37-10	Operation Materials	CARRICO AQUATIC RESOUR	SUMMER WATER MANAGEMENT 4 OF 4) & P	20182762 & 20182	07/27/18	236.15	88293
152-520-52-5-37-10	Operation Materials	JUDO-KARATE INTERNATIO	POND MEMBERSHIP PATCHES	06/28/18	07/13/18	135.00	88245
Total For Dept 520-52						5,005.59	
Total For Fund 152 Village Park & Pond Fund						5,005.59	
Fund 153 Recreation Program Fund							
Dept 000-53							
153-000-53-5-39-70	Fund Raising Supplies & E	WISCONSIN PARKS & RECR	WPRA WEEK SIX FLAGS TICKETS	07/27/18	07/27/18	862.50	88339
Total For Dept 000-53						862.50	
Dept 000-67 PARKS & CULTURE/RECREATION							
153-000-67-4-30-30	Youth Instruction	JENNINGS, ERICA	REFUND FOR SUMMER PLAYGROUND	2000398.002	07/13/18	260.00	88244
153-000-67-4-30-30	Youth Instruction	ROBERSON, THERESA	REFUND FOR SUMMER PLAYGROUND	2000399.002	07/13/18	260.00	88270
153-000-67-4-30-40	Aquatic Program	GROHALL, ELIZA	SWIM LESSON REFUND	1001139.001 & 10	07/27/18	6.92	88309
Total For Dept 000-67 PARKS & CULTURE/RECREATION						526.92	
Dept 543-53							
153-543-53-5-39-70	Program Supplies & Expense	EGGERS IMPRINTS	SUMMER PLAYGROUND SHIRTS	63810	07/27/18	834.00	88302
Total For Dept 543-53						834.00	
Total For Fund 153 Recreation Program Fund						2,223.42	
Fund 154 4th of July Fund							
Dept 000-53							
154-000-53-5-20-40	Printing Services	DIGITAL EDGE COPY & PR	PARADE MAGNETS FOR CITIZEN OF THE Y	23443	07/13/18	180.00	88232
154-000-53-5-39-70	Program Supplies & Expense	AIRGAS USA, LLC	PROPANE FOR CORN ROAST	9077729584	07/27/18	215.34	88283
154-000-53-5-39-70	Program Supplies & Expense	BEER CAPITOL DISTRIBUT	BEER TENT - 4TH OF JULY	15385 & 15920	07/27/18	542.00	88288

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Fund 154 4th of July Fund							
Dept 000-53							
154-000-53-5-39-70	Program Supplies & Expense	CEDAR CREST ICE CREAM	4TH OF JULY KIDS ICE CREAM PARTY	7/13/18	07/13/18	155.52	88226
154-000-53-5-40-10	Fireworks	RKM FIREWORKS	2018 FIREWORKS SHOW	070418BD	07/13/18	14,500.00	88269
154-000-53-5-40-15	Parade & Awards	KIRKSEY, MACK	SILVERADO TRAIL RIDERS (PARADE UNIT REGISTRATION FOR	07/02/18	07/02/18	525.00	88178
154-000-53-5-40-25	Raffle Supplies & Expense	CASH	RAFFLE PRIZE CASH	07/02/218	07/02/18	600.00	88179
Total For Dept 000-53						16,717.86	
Total For Fund 154 4th of July Fund						16,717.86	
Fund 155 Community Center Fund							
Dept 546-53 Senior Center							
155-546-53-5-39-70	Program Supplies & Expense	GIBB BUILDING MAINTENA	CLEANING SERVICES - JULY	13791	07/13/18	680.96	88238
155-546-53-5-39-70	Program Supplies & Expense	WE ENERGIES	GAS / ELECTRIC SERVICE	07/27/18		117.89	
Total For Dept 546-53 Senior Center						798.85	
Dept 547-53 Community Center							
155-547-53-5-39-70	Program Supplies & Expense	GIBB BUILDING MAINTENA	CLEANING SERVICES - JULY	13791	07/13/18	291.84	88238
155-547-53-5-39-70	Program Supplies & Expense	R2 COMMUNICATIONS LLC	AUDIO EQUIP, SCREEN, PROJECTOR ETC	6802	07/13/18	1,695.00	88267
155-547-53-5-39-70	Program Supplies & Expense	WE ENERGIES	GAS / ELECTRIC SERVICE	07/27/18		50.52	
Total For Dept 547-53 Community Center						2,037.36	
Total For Fund 155 Community Center Fund						2,836.21	
Fund 180 Strehlow Donation Fund							
Dept 000-51 DUE FROM OTHER FUNDS							
180-000-51-5-39-11	Donation Expense Library	GECRB/AMAZON	DVD'S, PROGRAM SUPPLIES	07/10/18 STMT	07/27/18	248.37	88305
Total For Dept 000-51 DUE FROM OTHER FUNDS						248.37	
Dept 000-52							
180-000-52-5-39-10	Donation Expense Park & Re	DURHAM SCHOOL SERVICES	SUMMER PLAYGROUND FIELD TRIPS	91590416	07/13/18	290.00	88234
Total For Dept 000-52						290.00	
Total For Fund 180 Strehlow Donation Fund						538.37	
Fund 185 BROWN DEER FARMERS MARKET							
Dept 000-41 LICENSES & PERMITS							
185-000-41-5-30-40	Advertising	DROW, BRIAN	PERFORMANCE COMPENSATION	07/06/18	07/06/18	50.00	88188
185-000-41-5-30-40	Advertising	BOB LURIE GLASS CORP	BUS SHELTER MAP CASE INSTALLATION	84788	07/27/18	275.00	88291
185-000-41-5-30-40	Advertising	FIS	VINYL POSTERS	07/27/18	07/27/18	28.00	88304
185-000-41-5-30-40	Advertising	FIS	VINYL POSTERS	07/27/18	07/27/18	28.00	88304
185-000-41-5-30-40	Advertising	CASH	BROWN DEER FARMER'S MARKET CASH	07/13/18	07/13/18	112.00	88225
185-000-41-5-30-40	Advertising	BIG SHOES NETWORK	FARMER'S MARKET COLLEGE INTERNSHIP	18071817189	07/27/18	50.00	88290
185-000-41-5-30-40	Advertising	LOVE, CHARLES	PERFORMANCE COMPENSATION	07/26/18	07/27/18	50.00	88316
185-000-41-5-30-40	Advertising	CASH	BROWN DEER FARMER'S MARKET CASH	07/26/1=8	07/27/18	77.00	88295
185-000-41-5-39-70	Program Supplies & Expense	BERGERON, TWILA	PERFORMANCE COMPENSATION	7/13/18	07/13/18	50.00	88220
185-000-41-5-39-70	Program Supplies & Expense	NELSON, BECKY	ANNUAL STIPEND FOR MARKET MANAGER	07/26/18	07/27/18	599.00	88324
Total For Dept 000-41 LICENSES & PERMITS						1,319.00	
Total For Fund 185 BROWN DEER FARMERS MARKET						1,319.00	
Fund 186 SPECIAL EVENT FUND							
Dept 000-53							
186-000-53-5-30-40	Advertising - Vibes	FIS	VINYL POSTERS	07/27/18	07/27/18	56.00	88304
Total For Dept 000-53						56.00	

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Fund 186 SPECIAL EVENT FUND							
Dept 000-54							
186-000-54-5-30-40	Advertising - Eat & Greet	BOB LURIE GLASS CORP	BUS SHELTER MAP CASE INSTALLATION	84788	07/27/18	275.00	88291
						<u>275.00</u>	
Total For Dept 000-54						275.00	
Total For Fund 186 SPECIAL EVENT FUND						<u>331.00</u>	
Fund 188 MUNICIPAL COURT							
Dept 000-33							
188-000-33-2-00-40	COURT DEPOSIT CLEARING	WILKES, KEVIN	REFUND - AMENDED CITATIONS	041726730	07/06/18	313.00	88202
188-000-33-2-00-40	COURT DEPOSIT CLEARING	MILWAUKEE CO TREASURER	COURT FINANCIAL REPORT - JUNE	JUNE2018	07/06/18	2,703.80	88195
188-000-33-2-00-40	COURT DEPOSIT CLEARING	STATE OF WISCONSIN	COURT FINANCIAL REPORT - JUNE	JUNE2018	07/06/18	11,064.32	88200
188-000-33-2-00-40	COURT DEPOSIT CLEARING	NICHOLSON, SHAKEENA CH	REFUND - TAX INTERCEPT PAYMENT CITA	5H802T5JP1	07/13/18	195.00	88259
188-000-33-2-00-40	COURT DEPOSIT CLEARING	CARTER, SHYRITA	REFUND - OVERPAYMENT ON WARRANT CIT.	07/27/18	07/27/18	55.00	88294
188-000-33-2-00-40	COURT DEPOSIT CLEARING	FALLAHI, HEDAYAT	WITNESS FEE	072718	07/27/18	5.00	88303
Total For Dept 000-33						<u>14,336.12</u>	
Dept 120-12 MUNICIPAL COURT							
188-120-12-5-45-10	Professional Memberships	WI MUNICIPAL COURT CLE	2018 COURT CLERK DUES - GERTH, DEBB	07/13/18	07/13/18	40.00	88279
Total For Dept 120-12 MUNICIPAL COURT						<u>40.00</u>	
Total For Fund 188 MUNICIPAL COURT						<u>14,376.12</u>	
Fund 320 Capital Improvement Project Fund							
Dept 000-71							
320-000-71-5-82-35	DPW BUILDING	KUENY ARCHITECTS, LLC	BIDDING & NEGOTIATING 100% COMPLETE	4824	07/13/18	3,750.00	88249
320-000-71-5-82-35	DPW BUILDING	KUENY ARCHITECTS, LLC	MIDWAEST GRAPHICS STATE APPROVED PL	27172	07/13/18	255.26	88249
Total For Dept 000-71						<u>4,005.26</u>	
Dept 000-72							
320-000-72-5-81-20	Police Dept. Equipment	SCHMIT BROS AUTO INC	FOG LIGHT DELETES FOR 1341/1342	254195	07/27/18	315.12	88330
Total For Dept 000-72						<u>315.12</u>	
Dept 000-73 INTERGOVERNMENTAL CHARGES							
320-000-73-5-82-30	Street Rehabilitation	AYRES ASSOCIATES	LIGHTING AND LANDSCAPE DESIGN SERVI	174341	07/27/18	1,999.00	88286
Total For Dept 000-73 INTERGOVERNMENTAL CHARGES						<u>1,999.00</u>	
Total For Fund 320 Capital Improvement Project Fu						<u>6,319.38</u>	
Fund 600 Water							
Dept 000-11 TAXES							
600-000-11-2-00-00	Vouchers Payable	LATHAN, LEVI & CAROLYN	OVERPAYMENT OF UTILITY CHARGES	19-7106	07/13/18	213.91	88250
Total For Dept 000-11 TAXES						<u>213.91</u>	
Dept 000-64 SALES							
600-000-64-4-50-10	Metered Sales-Residential	BRIDGES, PATRICIA	OVERPAYMENT OF UTILITY CHARGES	12-4416	07/13/18	78.54	88222
Total For Dept 000-64 SALES						<u>78.54</u>	
Dept 611-37 Source of Supply Expense							
600-611-37-5-35-70	Maintenance-Supply Main	NORTH SHORE WATER COMI	REGULAR WATER SAMPLES	BDL062018	07/13/18	300.00	88261
Total For Dept 611-37 Source of Supply Expense						<u>300.00</u>	
Dept 612-37 Pumping Expense							
600-612-37-5-22-10	Power Purchased for Pumpir	WE ENERGIES	WE ENERGIES FOR 4920 W CALUMET	0023-042-702 0721		124.74	
600-612-37-5-22-10	Power Purchased for Pumpir	WE ENERGIES	WE ENERGIES FOR 4920 W CALUMET	0023042702/JULY21		113.42	
Total For Dept 612-37 Pumping Expense						<u>238.16</u>	

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GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 600 Water							
Dept 613-37 Water Treatment Expense							
600-613-37-5-36-15	Operations Labor	CITY WATER LLC	JUNE CONSULTING SERVICES	520	07/13/18	412.05	88227
Total For Dept 613-37 Water Treatment Expense						412.05	
Dept 614-37 Trans & Distribution Expense							
600-614-37-5-35-62	Maintenance-Main	CITY WATER LLC	JUNE CONSULTING SERVICES	520	07/13/18	3,369.45	88227
600-614-37-5-35-62	Maintenance-Main	GENE A WAGNER PLUMBING	DIGGING - 60TH & GLENBROOK AND ROUN	13233	07/13/18	3,682.76	88237
600-614-37-5-35-63	Maintenance-Services	CITY WATER LLC	JUNE CONSULTING SERVICES	520	07/13/18	637.20	88227
600-614-37-5-35-66	Maintenance-Hydrants	CITY WATER LLC	JUNE CONSULTING SERVICES	520	07/13/18	418.73	88227
600-614-37-5-35-67	Maintenance-Misc Plant	CITY WATER LLC	JUNE CONSULTING SERVICES	520	07/13/18	1,025.29	88227
600-614-37-5-36-20	Meter Expense	CITY WATER LLC	JUNE CONSULTING SERVICES	520	07/13/18	2,334.94	88227
600-614-37-5-36-62	Trans & Dist Line Expense	CITY WATER LLC	JUNE CONSULTING SERVICES	520	07/13/18	4,402.34	88227
Total For Dept 614-37 Trans & Distribution Expense						15,870.71	
Dept 616-37 Customer Account Expense							
600-616-37-5-36-20	Meter Reading Expense	CITY WATER LLC	JUNE CONSULTING SERVICES	520	07/13/18	745.20	88227
600-616-37-5-36-30	Customer Records/Collect F	CITY WATER LLC	JUNE CONSULTING SERVICES	520	07/13/18	1,490.40	88227
600-616-37-5-36-50	Misc Customer Account Expe	CITY WATER LLC	JUNE CONSULTING SERVICES	520	07/13/18	324.00	88227
Total For Dept 616-37 Customer Account Expense						2,559.60	
Dept 620-37 Admin & General Expense							
600-620-37-5-10-10	Salaries/Wages	CITY WATER LLC	JUNE CONSULTING SERVICES	520	07/13/18	680.40	88227
600-620-37-5-30-10	Office Supplies, Equip & F	US CELLULAR	SERVICE 06/04/18 - 07/03/18	0252566968		65.13	
600-620-37-5-30-90	Miscellaneous Expense	CITY WATER LLC	JUNE CONSULTING SERVICES	520	07/13/18	24.99	88227
600-620-37-5-36-75	Transportation Expense	CITY WATER LLC	JUNE CONSULTING SERVICES	520	07/13/18	537.74	88227
Total For Dept 620-37 Admin & General Expense						1,308.26	
Total For Fund 600 Water						20,981.23	
Fund 610 Storm Water							
Dept 000-36							
610-000-36-5-20-20	Professional Services	RUEKERT MIELKE	TOPOGRAPHIC DESIGN SURVEY W. CALUME	122928	07/13/18	204.00	88271
610-000-36-5-82-40	Capital Outlay-Imp Storm	§ KPRG AND ASSOCIATES IN	SEDIMENT SAMPLING	11545	07/13/18	2,700.00	88248
610-000-36-5-82-40	Capital Outlay-Imp Storm	§ RUEKERT MIELKE	SWMP UPDATE & TMDL ANALYSIS, GIS TO	122931	07/13/18	936.83	88271
610-000-36-5-82-40	Capital Outlay-Imp Storm	§ RUEKERT MIELKE	SWMP UPDATE & TMDL ANALYSIS, GIS TO	122931	07/13/18	159.16	88271
610-000-36-5-82-40	Capital Outlay-Imp Storm	§ RUEKERT MIELKE	UNPS STORMWATER PLANNING GRANT BEAV	122927	07/13/18	4,000.00	88271
610-000-36-5-82-40	Capital Outlay-Imp Storm	§ RUEKERT MIELKE	SWMP UPDATE & TMDL ANALYSIS 10%, GI	123274	07/13/18	7,167.45	88271
610-000-36-5-82-40	Capital Outlay-Imp Storm	§ RUEKERT MIELKE	BEAVER CREEK NATURALIZATION DESIGN	123612	07/27/18	9,900.20	88329
610-000-36-5-82-40	Capital Outlay-Imp Storm	§ RUEKERT MIELKE	BEAVER CREEK NATURALIZATION DESIGN	124002	07/27/18	6,053.70	88329
610-000-36-5-82-40	Capital Outlay-Imp Storm	§ RUEKERT MIELKE	CDBG BIKE PATH DESIGN SERVICES 85%	123613	07/27/18	1,633.35	88329
610-000-36-5-82-40	Capital Outlay-Imp Storm	§ RUEKERT MIELKE	CDBG BIKE PATH DESIGN SERVICES 95%	124003	07/27/18	1,088.90	88329
610-000-36-5-82-40	Capital Outlay-Imp Storm	§ RUEKERT MIELKE	SWMP UPDATE & TMDL ANALYSIS WDNR GR	123614	07/27/18	10,182.90	88329
610-000-36-5-82-40	Capital Outlay-Imp Storm	§ RUEKERT MIELKE	SWMP UPDATE & TMDL ANALYSIS WDNR GR	123614	07/27/18	6,920.00	88329
Total For Dept 000-36						50,946.49	
Total For Fund 610 Storm Water						50,946.49	
Fund 630 Sewer							
Dept 000-36							
630-000-36-5-26-10	MMSD Service Charges	MILWAUKEE METROPOLITAN	MARCH, APRIL, MAY 2018 USER CHARGE	095-18		210,638.63	
630-000-36-5-37-20	MONITORING	US CELLULAR	SERVICE 06/04/18 - 07/03/18	0252566968		31.00	
630-000-36-5-82-45	Inflow/Infiltration Contrc	R.A. SMITH NATIONAL	PPI/I PROGRAM CONSTRUCTION SERVICES	137333	07/27/18	14,762.00	88327
630-000-36-5-82-45	Inflow/Infiltration Contrc	R.A. SMITH NATIONAL	PPI/I CONSTRUCTION SERVICES - JUNE	137851	07/27/18	16,821.05	88327
630-000-36-5-82-45	Inflow/Infiltration Contrc	R.A. SMITH NATIONAL	PPI/I PROGRAM CONSTRUCTION SERVICES	136859	07/27/18	2,657.00	88327

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GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 630 Sewer							
Dept 000-36			Total For Dept 000-36			244,909.68	
Dept 000-64 SALES							
630-000-64-4-10-10	Volumetric Charges	BRIDGES, PATRICIA	OVERPAYMENT OF UTILITY CHARGES	12-4416	07/13/18	56.10	88222
630-000-64-4-10-25	MMSD Charges	BRIDGES, PATRICIA	OVERPAYMENT OF UTILITY CHARGES	12-4416	07/13/18	80.17	88222
			Total For Dept 000-64 SALES			136.27	
			Total For Fund 630 Sewer			245,045.95	
Fund 700 Liability Insurance Fund							
Dept 000-19							
700-000-19-5-51-75	Insurance Claims	CITIES & VILLAGES MUTU	2018 LIABILITY INS PAYOUT	07/27/18	07/27/18	20,000.00	88296
			Total For Dept 000-19			20,000.00	
			Total For Fund 700 Liability Insurance Fund			20,000.00	
Fund 800 Tax Agency							
Dept 000-13 TAXES							
800-000-13-2-00-00	Tax Refunds Payable	DIBB, RONNA & CHRISTOP	TAX OVERPAYMENT	BATCH #2214	07/06/18	1,883.65	88186
			Total For Dept 000-13 TAXES			1,883.65	
			Total For Fund 800 Tax Agency			1,883.65	

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BOTH OPEN AND PAID

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund Totals:							
			Fund 010 GENERAL FUND			115,185.19	
			Fund 140 North Shore Health Dept			4,155.39	
			Fund 141 NSHD Grant Fund			3,752.24	
			Fund 151 Library Fund			6,503.16	
			Fund 152 Village Park & Pond Fund			5,005.59	
			Fund 153 Recreation Program Fund			2,223.42	
			Fund 154 4th of July Fund			16,717.86	
			Fund 155 Community Center Fund			2,836.21	
			Fund 180 Strehlow Donation Fund			538.37	
			Fund 185 BROWN DEER FARMERS MARKET			1,319.00	
			Fund 186 SPECIAL EVENT FUND			331.00	
			Fund 188 MUNICIPAL COURT			14,376.12	
			Fund 320 Capital Improvement Project			6,319.38	
			Fund 600 Water			20,981.23	
			Fund 610 Storm Water			50,946.49	
			Fund 630 Sewer			245,045.95	
			Fund 700 Liability Insurance Fund			20,000.00	
			Fund 800 Tax Agency			1,883.65	
Total For All Funds:						<u>518,120.25</u>	



REQUEST FOR CONSIDERATION

COMMITTEE CONSIDERATION: Village Board
ITEM DESCRIPTION: Brown Deer School District Permit Fees
PREPARED BY: Nathaniel Piotrowski, Community Development Director
REPORT DATE: August 15, 2018
MANAGER'S REVIEW/COMMENTS: <input type="checkbox"/> No additional comments to this report. <input type="checkbox"/> See additional comments attached.

BACKGROUND INFORMATION:

In 2012 the School District was granted a 50% reduction in permit fees for their large remodeling and addition project that included the Novak Family Fieldhouse. Based on that precedent the District is once again returning to request a similar fee reduction for their latest campus renovations and construction. Final plans are under review at the Staff and Building Board level.

Please contact Nate Piotrowski with any questions or comments at 371-3061.



REQUEST FOR CONSIDERATION

COMMITTEE:	Village Board
ITEM DESCRIPTION:	August 13, 2018 Plan Commission Agenda Items
PREPARED BY:	Nate Piotrowski, Community Development Director
REPORT DATE:	August 16, 2018
RECOMMENDATION:	See Item Below
EXPLANATION:	<p>A summary of the Plan Commission's agenda items and recommendations are listed below. There is 1 item that requires Village Board action. The initial staff reports, plans and development agreement were in the previously distributed Plan Commission packet. Attached for your review are the draft minutes.</p> <p>Plan Commission Agenda item NOT requiring action:</p> <p>A) Review and Recommendation of a special accessory use permit for a fence at Walmart, 6300 W. Brown Deer Road</p> <p>The Plan Commission unanimously denied the request and asked that Staff work with Walmart on alternatives. Special accessory use approval is completely within the Plan Commission purview only.</p> <p>Plan Commission Agenda item requiring action:</p> <p>B) Review and Recommendation of a Planned Development Agreement with Dollar Tree Inc. for a retail store at 9325 N. Green Bay Road</p> <p>Recommendation: Recommend approval of the Development Agreement Requested Action: A motion to approve the Development Agreement</p>

**BROWN DEER PLAN COMMISSION
AUGUST 13, 2018 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Krueger at 6:30 P.M.

I. ROLL CALL

Present: President Carl Krueger; Trustee: Tim Schilz; Commissioners: Rick Norris, Ryan Schmitz, Bill Hoffmann, Jeff Jaroczynski

Also Present: Michael Hall, Village Manager, Nate Piotrowski, Community Development Director; Rebecca Boyle, Village Attorney

Excused: Trustee Jeff Baker; Commissioner: Al Walters, Paul Zimmer

II. PERSONS DESIRING TO BE HEARD

Rob Guilbert, 8041 N. Cedarburg Road stated that he was opposed the proposed Dollar Tree and felt that the site warranted a higher and better land use. He added that the Village already had too many discount retailers.

Jim Farmer, 8041 N. Cedarburg stated that he was opposed to the Dollar Tree and suggested that the Village would be better served with a land use that was identified as lacking in the Colliers market study.

Willie Allen, 6049 W. Silver Brook Lane raised concern about the proposed fence at Walmart and stated he would hold back further opinion until the agenda item.

Doug Weas, 172 N. Broadway, Milwaukee, discussed the many years and various projects he has tried unsuccessfully to develop on the Green Bay Road site and suggested that the Commission should support the project because it was a suitable layout for the site and would encourage development to the north.

III. CONSIDERATION OF MINUTES: May 14, 2018 – Regular Meeting

It was moved by Commissioner Schmitz and seconded by Commissioner Hoffmann to approve the regular meeting minutes of May 14, 2018. The motion carried unanimously.

IV. REPORT OF STAFF/COMMISSION MEMBERS

Mr. Piotrowski introduced the new Commission member Rick Norris and indicated that there would be a meeting in September as plans have been submitted for a pair of projects.

V. UNFINISHED BUSINESS None.

VI. NEW BUSINESS

A) Review and Recommendation of a special accessory use permit for a fence at Walmart, 6300 W. Brown Deer Road

Mr. Piotrowski summarized the proposal and introduced Daniel Cahue of Kleenco representing Walmart.

President Krueger asked about the height of the fence. Mr. Cahue responded that it would be approximately 4 feet tall from grade.

Commissioner Hoffmann asked why the 4 foot height. Mr. Piotrowski explained that this height was deemed reasonable so as not to negatively impact views of the property but ample enough to restrict trash from entering the Creek.

Commissioner Schmitz asked if the fence needed to extend the full 300 foot length. Mr. Cahue responded that trash was evenly distributed throughout the lot and felt the length was necessary.

Commissioner Jaroczynski asked if the fence was installed would Walmart still have to clean both sides. Mr. Piotrowski replied that they would.

Trustee Schilz stated that he was not in favor of the fence because it did not provide for good aesthetics and stated that Walmart should be held responsible for more frequent cleaning instead of putting up a barrier that will allow trash to accumulate.

Commissioner Hoffmann and Jaroczynski stated that they agreed with Trustee Schilz.

President Krueger asked if Staff could work with Walmart on another solution to the trash issue that did not involve a fence. Mr. Piotrowski replied that staff and counsel will reach out to Walmart to explore options.

It was moved by President Krueger and seconded by Commissioner Hoffmann to deny the special accessory use permit for a fence in a front yard at Walmart. The motion carried unanimously.

B) Review and Recommendation of a Planned Development Agreement with Dollar Tree Inc. for a retail store at 9325 N. Green Bay Road

Mr. Piotrowski summarized the proposal and introduced the developer Kim Pischke of Core Commercial. Ms. Pischke and her development team then discussed site details, business practices and market analysis for the Dollar Tree store.

Commissioner Norris asked about the Village's vision for the corridor. Mr. Piotrowski explained results of recent planning efforts and suggested that this area remains a core retail area for the Village but noted that there is a desire for new retail to address market shortfalls along with refresh to the Marketplace Shopping Center. He added that the Village cannot force development on private property.

Commissioner Hoffmann stated that he felt another discount retailer was not the highest and best use for the site.

Ms. Pischke stated that this Dollar Tree was designed to a higher standard than other locations and that the retailer has been successful in other affluent nearby suburbs such as Brookfield and Germantown.

Commissioner Norris felt there were too many discount retailers in Brown Deer and suggested that perhaps the reason the store is welcomed in Brookfield and Germantown is because those markets have a greater balance of low, mid and high end retail.

Trustee Schilz stated that while he would prefer a restaurant at this location he felt that the layout was acceptable, and the proposal had some logic given the adjacent Goodwill.

President Krueger stated that he was in support of the project because it broadly meant economic development for the community and infill of a long vacant lot.

Trustee Schilz asked about a possible timetable for construction. Ms. Pischke said if they can move quickly the project could begin this fall otherwise they would delay until spring.

It was moved by President Krueger and seconded by Commissioner Norris to recommend approval of the development agreement for a Dollar Tree to the Village Board. The motion carried on a 4 to 2 vote with Commissioners Hoffmann and Schmitz opposed.

VII. ADJOURNMENT

It was moved by Commissioner Schmitz and seconded by Commissioner Jaroczynski to adjourn at 7:45 P.M. The motion carried unanimously.



Nate Piotrowski, Community Development Director

A Resolution Approving a
2019 – 2023 Five Year Capital Plan
For the Village of Brown Deer

Resolution No. 18-

WHEREAS, the Village Manager has prepared a Five Year Capital Plan for the period from 2019 to 2023 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 2019–2023 Five Year Capital Plan and direct the Village Manager to include the 2019 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 2019 to be financed by a long-term debt instrument.

BE IT FURTHER RESOLVED that the Village Board acknowledges that projects identified outside of the 2019 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 20st day of August, 2018.

Carl Krueger, Village President

Jill Kenda-Lubetski, Village Clerk



REQUEST FOR CONSIDERATION

COMMITTEE:	Village Board
ITEM DESCRIPTION:	Streetscaping w/ WisDOT STH 100 & STH 57 Projects
PREPARED BY:	Matthew S. Maederer, PE, Director of Public Works/Village Engineer
REPORT DATE:	August 16, 2018
MANAGER'S REVIEW/COMMENTS:	<input type="checkbox"/> No additional comments to this report. <input type="checkbox"/> See additional comments attached.
RECOMMENDATION:	Approve the Contract with Kapur & Associates, Inc. for Professional Landscape Architect Services for Streetscaping Concepts/Plans as part of the WisDOT STH 100 Resurfacing Project and WisDOT STH 57 Urban Interchange Reconstruction Project(s).
EXPLANATION:	Two (2) WisDOT projects will occur in back-to-back years on STH 100 (W. Brown Deer Road) from N. 68 th Street east to the RR tracks and on STH 57 (N. Green Bay Road) from N. Teutonia Avenue/CTH D north to W. County Line Road (continuing north into Mequon). The project details are as follows: <u>STH 57 Reconstruction – Project ID No. 2270-04-70 & 2270-07-70</u> <ul style="list-style-type: none">• Limits:<ul style="list-style-type: none">○ N. Teutonia Avenue/CTH D to W. County Line Road (continues north into Mequon)○ STH 100 East Village Limits (Milwaukee River) to 100-ft West of RR Tracks• Description:<ul style="list-style-type: none">○ Full roadway reconstruction○ Urban Interchange Removal○ Signalized Intersection Construction○ Roundabout Construction• Construction Year: 2022 (2023) <u>STH 100 Reconstruction – Project ID No. 2150-00-71</u> <ul style="list-style-type: none">• Limits:<ul style="list-style-type: none">○ N. 91st Street to 100-ft W. of RR Tracks○ Roadway Resurfacing○ Intersection Improvements○ Sidewalk Additions (south side of STH 100)• Construction Year: 2020 (2021)

As part of the WisDOT projects described above staff has discussed adding streetscaping elements to each project revitalizing each major corridor. The DOT project managers are open to adding Village funded items for streetscaping to the project as long as DOT guidelines are followed. The Summary of DOT Cost-Share Policy is attached.

The DOT's civil engineering consultant for the STH 57 project designing the stormwater management features is Kapur & Associates. Staff has worked with Kapur to develop a scope of services for designing the streetscaping elements for both the STH 57 and STH 100 projects so that the same common elements appear in both project corridor designs. Kapur will ensure the design plans meet the DOT project plan deliverable requirements and bidding document/special provision requirements. The streetscaping design has been broken up into two (2) phases:

Phase 1 – Concepting

- Develop three (3) concepts with cost estimates for presentation to the Board

Phase 2 – Design Plan Preparation

- Design Plan Preparation (60%, 90% and Final)
- Bidding Document Preparation (PS&E)

Staff is asking for approval of the Phase 1 scope of services first. After a concept is selected we will scope out/price Phase 2.

FUNDING: The streetscape project will be funded in 2018 using remaining balance from 2018 CIP projects (see attached CIP summary).

CONCLUSION: Staff requests recommendation for approval of the contract with Kapur for streetscaping phase 1 services (i.e. concepting).

Attachments:

- Kapur Contract
- Summary of DOT Cost Share Policy
- CIP Excerpt(s)
- STH 57 Design Exhibits
- STH 100 Design Exhibits



June 5, 2018

Village of Brown Deer Streetscaping Concepts / Plans
Nathan Piotrowski & Matthew Maederer
4800 West Green Brook Drive
Brown Deer, WI 53223

RE: Village of Brown Deer Streetscaping Concepts / Plans
Scope for Professional Landscape Architecture Services

Dear Nathan and Matthew:

Kapur & Associates, Inc. is pleased to submit this scope for professional landscape services for the Village of Brown Deer Streetscaping Concepts / Plans project. Kapur is committed on collaborating with the Village of Brown Deer to create exceptional results that are coordinated with the Wisconsin Department of Transportation Roadway work. We are confident that we will meet your schedule and provide a final design exceeding your expectations. The base scope of services are as follows:

PROJECT OVERVIEW

The scope for this project generally consists of reviewing the Village of Brown Deer and its major traffic corridors and provide three conceptual designs to delineate the Village boundaries, enhance and announce major entry points, create a uniform and cohesive landscape and amenity design that defines the village and distinguishes it from surrounding municipalities, and assist with wayfinding to promote selected areas of development within the Village. Specific items are as follows, with the list to be updated upon collaboration with the Village:

- Tour, investigate, document, and analyze the Village of Brown Deer and its history, including major arteries, entry points, and development areas
- Review any future development plans the Village may have
- Review proposed WisDOT and village roadway improvement projects
- Attend a kick off meeting, 4 schematic collaboration meetings, 4 approval meetings (PC and CC for proposal and final plans), 4 Design Development Meetings (Including WisDOT 60% & 90% Meetings), and 6 Bidding / Construction Meetings (Meetings to be adjusted as necessary during project)
- Kapur to provide and utilize in-house aerial photo information of Village for conceptual designs
- Kapur to provide three conceptual designs with Village input, with emphasis on cost and intensity differing between the three, with one of the three and components of all being selected and combined to create the final design development
- Kapur to provide cost estimates with each concept and final design
- Corridors of design to discuss include:
 - Brown Deer Road Corridor
 - Green Bay Road Corridor
 - Teutonia Avenue Corridor
 - Sherman Boulevard Corridor
- Areas of design to discuss include
 - Brown Deer Road Commercial zone (Central Commercial District?)
 - Green Bay Road Commercial zone (Central Commercial District?)
 - Deerwood Drive Zone (Historic Downtown)

- Entry Nodes to discuss include:
 - Brown Deer Road at Milwaukee River and 68th Street
 - Green Bay Road at County Line Road and Bradley Road
 - Teutonia Avenue and Sherman Boulevard at Calumet Road
 - Intersection of Calumet Road and 51st Street
 - Bradley Road at Power line Easement
 - County Line Road at Power line easement
 - 60th street and County Line Road
 - Interurban / Brown Deer Trail at County Line Road
 - Oak Leaf Trail at Calumet Road
- Specific amenities include, but are not limited to (amenity list to be flushed out during schematic design):
 - Bus stops / Shelters
 - Pedestrian and Roadway Lighting / Photometrics
 - Major Signage (Monument signs signifying entry / boundaries, major areas of development, etc.)
 - Minor / wayfinding signage
 - Landscape design coordinated with Village staff and maintenance staff to create various corridors and unique senses-of-place within selected areas of the Village
 - Site amenities including benches, trash/recycling receptacles, etc.

CONSTRUCTION DOCUMENTS: SITE LANDSCAPE ARCHITECTURE AND SPECIFICATIONS

Kapur will provide landscape architecture services by a Wisconsin Registered Professional Landscape Architect for submittal to and approval from the City. The design will follow the City landscape requirements as outlined during the schematic design phase.

The landscape architectural plans and specifications will include the following scope

1. Coordinate with WisDOT, architecture, civil, & utility consultants during the design process.
2. Prepare and certify Plans and Specifications for the purposes of bidding and construction within the specified project limits. This will consist of preparing:
 - a. Site Landscape Plan indicating all proposed landscape features and a plant schedule per City requirements and in WisDOT format.
 - b. Site Details as required for the landscape design.
 - c. Specifications and specials in DOT format as required for the landscape design.
3. Submittal and approval of all landscape related items to secure all required permits related to the landscape architecture.
4. Respond to Addenda and RFI's and assist with bidder questions.
5. Review landscape shop drawings and other submittals for conformity with construction plans and specifications and assist with questions during construction.
6. Attend 1 Bid informational meeting (with WisDOT).
7. Attend 1 Pre-construction meeting (with WisDOT).
8. Perform 3 site visits during construction.
9. Perform 1 site visit to complete a punch list walk-through of the site and generate a list of landscape items that need to be rectified to meet the scope and intent of the landscape plans and specifications.
10. Perform 1 final site visit for punch list verification to visually observe that the original landscape punch list was completed in an acceptable manner.

PROPOSED SCHEDULE (TO BE DISCUSSED)

Note: Major Milestones are indicated below, review milestones and meetings for various design phases and client reviews to be determined by group.

<u>Milestone:</u>	<u>Date (or N/A if not applicable):</u>
WO/Contract NTP	July 2, 2018
Kick-Off Meeting	July 16, 2018
Conceptual Plans submitted (3 Concepts)	November 15th, 2018 (To Be Discussed)
Public Information Meeting	January 2019 (If necessary, date to be discussed)
Preliminary Plans Submitted	May 1, 2019
Plans (75%) for utility design sent to utilities	October 1, 2019 (w/WisDOT submittal)
Draft PS&E Submitted	January 1, 2020 (w/WisDOT submittal)
Draft PS&E Meeting (90%)	February 1, 2020 (per WisDOT schedule)
PS&E Submit	May 1, 2020 (w/WisDOT submittal)
Advertisement	October 6, 2020 (per WisDOT schedule)
LET (WisDOT)	November 10, 2020 (per WisDOT schedule)

Village of Brown Deer Streetscaping Concepts / Plans

Task Description	Project Manager	Electrical / Lighting Engineer	Project Landscape Architect	Project Engineer	Staff Landscape Architect	Staff Engineer / Technician	Reimbursable Expenses	Total Cost
	\$160.00	\$125.00	\$110.00	\$110.00	\$90.00	\$90.00		
Task 1 - Design Concept Phase								
Site, historical, future development, and roadway project review			4		12			\$1,520.00
Kickoff meeting	2	2			2			\$750.00
Schematic Collaboration Meetings (4 @ 2 hours each)	2	8	8		8			\$2,920.00
Schematic Plan Development - 3 concepts		40	24		48	8		\$12,680.00
Concept Cost Estimates for 3 schematic designs		8			16			\$2,440.00
Design Development Collaboration Meetings (2 @ 2 hours each)	2	4	4		4			\$1,620.00
Design Development - incorporation of elements into single design		24	8		24	8		\$6,760.00
Design Development Cost Estimate	1	4			4	2		\$1,200.00
Village approval Meetings (Assume 3 @ 1 hours each)			3					\$330.00
Site Details, signage, and amenities			8		16	8		\$3,040.00
Plan Preparation					16	16		\$2,880.00
Renderings					40			\$3,600.00
Total Task 1								\$39,740.00
Total Hours	7	90	59	0	190	42		
Total Design Fee	\$1,120	\$11,250	\$6,490	\$0	\$17,100	\$3,780		\$39,740.00
Total Not to Exceed Fee								\$39,740.00

Document 1 – Summary of DOT Cost Share Policy/Non-Participating Letter

(See Chapter 25 of the Program Management Manual at <http://dotnet/pmm/03/tc3.pdf>)

A State Municipal Financial Agreement (SMFA or project agreement) is required when there is a Municipal cost share. Planning creates and manages the SMFA. This summary does not cover all conditions.

Replace Existing – Lighting/Sidewalks/Multi-use Paths

To DOT standards

- 100% DOT if impacted by roadway construction
- 100% Local if not impacted by roadway construction

Above DOT standards – decorative or enhancements elements

- Same cost share as above, except the Municipality pays 100% of costs above DOT standards (for decorative or enhancement costs).

New Construction – Lighting/Sidewalks/Multi-use Paths (where lighting or sidewalk does not exist)

Lighting must be continuous and to DOT standards for DOT cost share

- 50% DOT and 50% Municipality except for the following:
 - 100% DOT for round-about or traffic signal

Sidewalk/Multi-use Path, DOT standards – one per side of the roadway

- 80% DOT and 20% Municipality except for the following:
 - 100% DOT for reconstruction projects where Trans 75 requires sidewalk – **See Planning, State Statute changes may change this cost share**
 - 100% DOT for round-about or traffic signal

Lighting and sidewalk, decorative or enhancements elements

- Same cost share as above, except the Municipality pays 100% of above DOT standards

CSS (Community Sensitive Solutions – old CSD) – See Planning, State Statute prohibits state funding for CSS. Effective July 14, 2015

Parking Lanes

- 100% Municipality for pavement items in parking lane.
- Cost share of parking is a percentage of pavement items and are calculated by dividing the square footage of area that cars are allowed to park by the total square footage of pavement on the project.
- Pavement items need to be in a separate category.
- Pavement items include asphalt, concrete, base course, or any bid item that pertains to pavement.
- Pavement items DO NOT include: mobilization, curb and gutter, storm sewer, manholes, inlets, marking, etc. Base patching or other pavement items that aren't continuous are also not included.
- Parking area does not include pavement where a car cannot park (i.e. turn lanes, fire hydrant, driveways etc.)

Landscaping

- New Plantings – 80% DOT and 20% Municipality
- Woody plants (trees and shrubs)
- Perennials – not eligible for DOT funding
- Replacement trees – 100% DOT if removed for road construction
- Irrigation systems – not eligible for DOT funding

Non-Participating – work included in the DOT construction, but not required for DOT project

- 100% Municipality, utilities or construction of a local road
- Requires a letter of agreement, see attached sample

• Sidewalk Repairs

Non-Participating Letter

Non-participating work is defined as non-DOT required work, requested by the community and added to a WisDOT construction project. This work is funded 100% by the municipality and can include items such as sanitary, water utility work or roadway work not part of the state highway construction.

This letter can take the place of, or supplement the State Municipal Agreement (SMA or project agreement). Work that has a WisDOT cost share is not considered non-participating and a Non-participating Letter will not be accepted.

Non-participating work may have a negative impact on WisDOT's construction schedule and cost. The community should be encouraged to complete the work prior to the start of WisDOT construction. The project manager must review the municipalities request and can deny the request due to delay of DOT construction and/or increased costs. (i.e. DOT work without the non-participating work is scheduled to be completed in one year and the addition of the non-participating pushes the project completion into a second year, resulting in extra costs for remobilization, winter shutdown and cost uncertainties.

Municipality will be required to provide construction inspection and will still be required to pay for WisDOT oversight. For work over \$100,000 a separate construction ID will be created to capture reduced WisDOT oversight. The Municipality is required to provide construction oversight.

This letter should be on community letterhead and signed by a duly authorized official of the community. Address the letter to the project manager and a copy sent to Planning. As a minimum, the letter must contain all of the following information:

- Construction ID
- Project title
- Project limits
- Request for DOT to add the work
- Short description of the work
- Estimated costs –costs will be based upon actual contractor bid and oversight costs
- Agreement to pay for costs including labor, materials and DOT oversight

See Doc 2 for a sample letter.

If the municipalities request has been found acceptable, the project manager sends a letter to the municipality accepting the request, again with a copy sent to Planning.

Project Description	Project Number	2018 Project Requests	GO Debt	Property Tax Levy	Actual Levy Spent	Utilities Fund	Unfunded Requests
Available Funds			\$300,000	\$372,000			
Unspent Funds available			\$504,000	\$0			

Community Services

Bradley Road (West) N. 51st to N. 66th	CS-18-01	\$250,000	\$250,000				
Crack sealing	CS-18-02	\$20,000	\$20,000				
Re-Paving Program	CS-18-03	\$300,000	\$300,000				
Web Based GIS		\$20,000					\$20,000

Police Department

Police Vehicles	PD-18-01	\$115,000		\$115,000	\$115,000		
Body Armor & Small Equipment	PD-18-02	\$10,000		\$10,000	\$10,000		
Body Worn Cameras		\$32,000					\$32,000
Department Remodel		\$10,000					\$10,000
Surveillance System (Village Hall)		\$50,000					\$50,000

Fire Department

Annual contribution for capital	FD-18-01	\$209,000	\$209,000				
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Dispatch Center

Annual contribution for capital	DC-18-01	\$25,000	\$25,000				
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Manager's Office

Wireless Network Village Hall / PD	MO-18-01	\$12,000		\$12,000	\$0		
Computer replacement program		\$12,000					\$12,000
Door Frame Replacement		\$5,300					\$5,300
Floor Tile Replacement in PD		\$6,000					\$6,000
Carpet Replacement (Village Hall)		\$40,000		\$40,000	\$0		
Boiler Replacement		\$60,000					\$60,000

Library

Staff PCs and Peripherals		\$25,000		\$25,000	\$24,000		
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Park and Recreation

Wibit Obstacle		\$50,000					\$50,000
Community Center Painting Interior		\$5,000					\$5,000
Fairy Chasm Ball Diamond		\$5,000					\$5,000

Public Works

5 YD Truck Replacement (No. 80)	DPW-18-01	\$70,000		\$70,000	\$58,901	\$105,000	
3/4 Ton Patrol Truck (Truck # 70)	DPW-18-02	\$40,000		\$40,000	\$39,757		
3/4 Ton Patrol Truck (Truck # 74)	DPW-18-03	\$40,000		\$40,000	\$39,070		
Shop Tools & Equipment		\$15,000					\$15,000
Beautification Projects		\$5,000					\$5,000
Emerald Ash Borer (EAB) Treatment	DPW-18-04	\$20,000		\$20,000	\$15,363		
Village Identification Signs (Street Name)		\$5,000					\$5,000

Total

	\$1,456,300	\$804,000	\$372,000	\$302,091		\$280,300
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Balance

	\$0	\$0				
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Remaining Levy \$69,909

Special Projects

	Cost	2018	2019
Electronic Document Storage (split years)	\$36,445	\$30,169	\$17,000
Streetscaping Planning	\$39,740	\$39,740	\$0
Total:	\$76,185	\$69,909	\$17,000

PROJECT ID: 2270-04-70
 WITH: 2150-00-72

COUNTY: MILWAUKEE/OZAUKEE

STATE OF WISCONSIN
 DEPARTMENT OF TRANSPORTATION

PLAN OF PROPOSED IMPROVEMENT

STH 57 - VIL BROWN DEER & CITY MEQUON

TEUTONIA AVENUE TO MEQUON ROAD

STH 57
 MILWAUKEE & OZAUKEE COUNTY

STATE PROJECT	FEDERAL PROJECT	
	PROJECT	CONTRACT
2270-04-70		
2150-00-72		

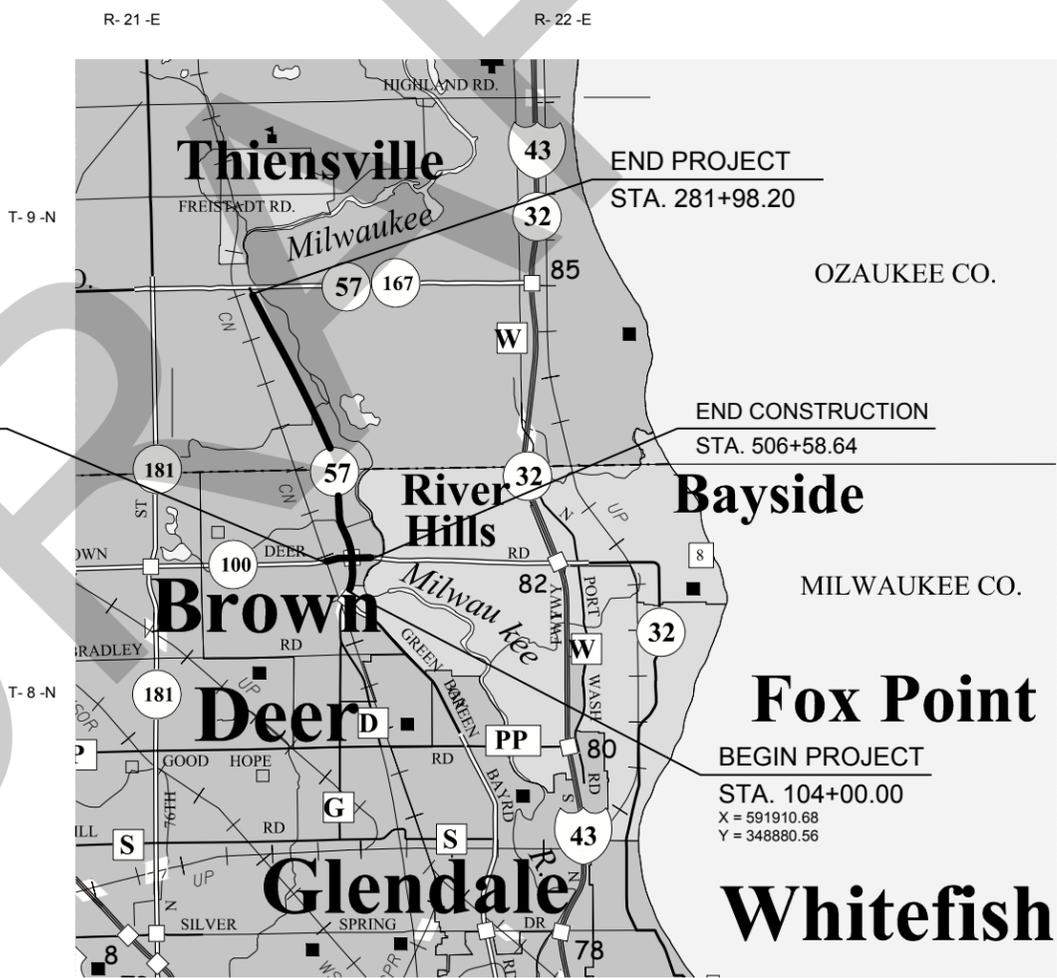
ORDER OF SHEETS

Section No.	Title
1	Typical Sections and Details
2	Estimate of Quantities
3	Miscellaneous Quantities
4	Right of Way Plat
5	Plan and Profile
6	Standard Detail Drawings
7	Sign Plates
8	Structure Plans
9	Computer Earthwork Data
10	Cross Sections

TOTAL SHEETS =



STATE PROJECT NUMBER
2270-04-70



DESIGN DESIGNATION	MILWAUKEE COUNTY		OZAUKEE COUNTY
	STH 57	STH 100	STH 57
A.A.D.T. 2017	= 22300	26100	13900
A.A.D.T. 2041	= 25000	29300	15500
D.H.V.	= 5.3	--	--
D.D.	= 59/41	--/--	--/--
T.	= 6.2%	--%	--%
DESIGN SPEED	= 45	45	50
ESALS	= 3,100,000	3,600,000	2,000,000

CONVENTIONAL SYMBOLS

PLAN	PROFILE
CORPORATE LIMITS	GRADE LINE
PROPERTY LINE	ORIGINAL GROUND
LOT LINE	MARSH OR ROCK PROFILE (To be noted as such)
LIMITED HIGHWAY EASEMENT	SPECIAL DITCH
EXISTING RIGHT OF WAY	GRADE ELEVATION
PROPOSED OR NEW R/W LINE	CULVERT (Profile View)
SLOPE INTERCEPT	UTILITIES
REFERENCE LINE	ELECTRIC
EXISTING CULVERT	FIBER OPTIC
PROPOSED CULVERT (Box or Pipe)	GAS
COMBUSTIBLE FLUIDS	SANITARY SEWER
MARSH AREA	STORM SEWER
WOODED OR SHRUB AREA	TELEPHONE
	WATER
	UTILITY PEDESTAL
	POWER POLE
	TELEPHONE POLE

LAYOUT
 SCALE 0 2 MI
 TOTAL NET LENGTH OF CENTERLINE = 3.421 MILES

HORIZONTAL POSITIONS SHOWN ON THIS PLAN ARE WISCONSIN COUNTY COORDINATES, MILWAUKEE & OZAUKEE COUNTY, NAD83 (2011), IN U.S. SURVEY FEET. VALUES ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES. ELEVATIONS ARE REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM, NAVD 88(11).

ORIGINAL PLANS PREPARED BY
Lakeside
 ENGINEERS

(Date) (Signature)

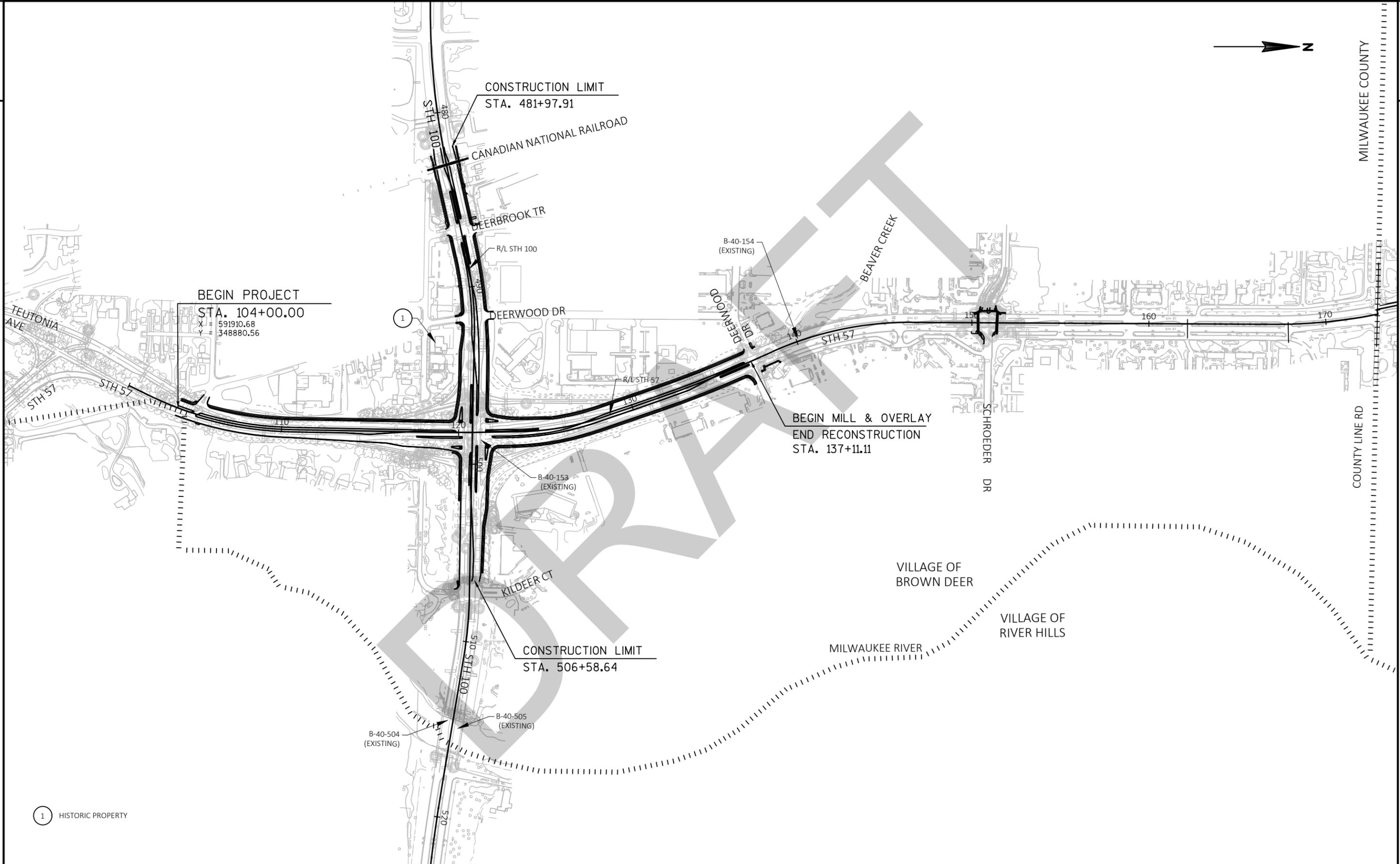
STATE OF WISCONSIN
 DEPARTMENT OF TRANSPORTATION

PREPARED BY

Surveyor	DAAR ENGINEERING
Designer	LAKESIDE ENGINEERS
Project Manager	ALLEN GILBERTSON, P.E.
Regional Examiner	REGIONAL EXAMINER
Regional Supervisor	JANET CANNON, P.E.

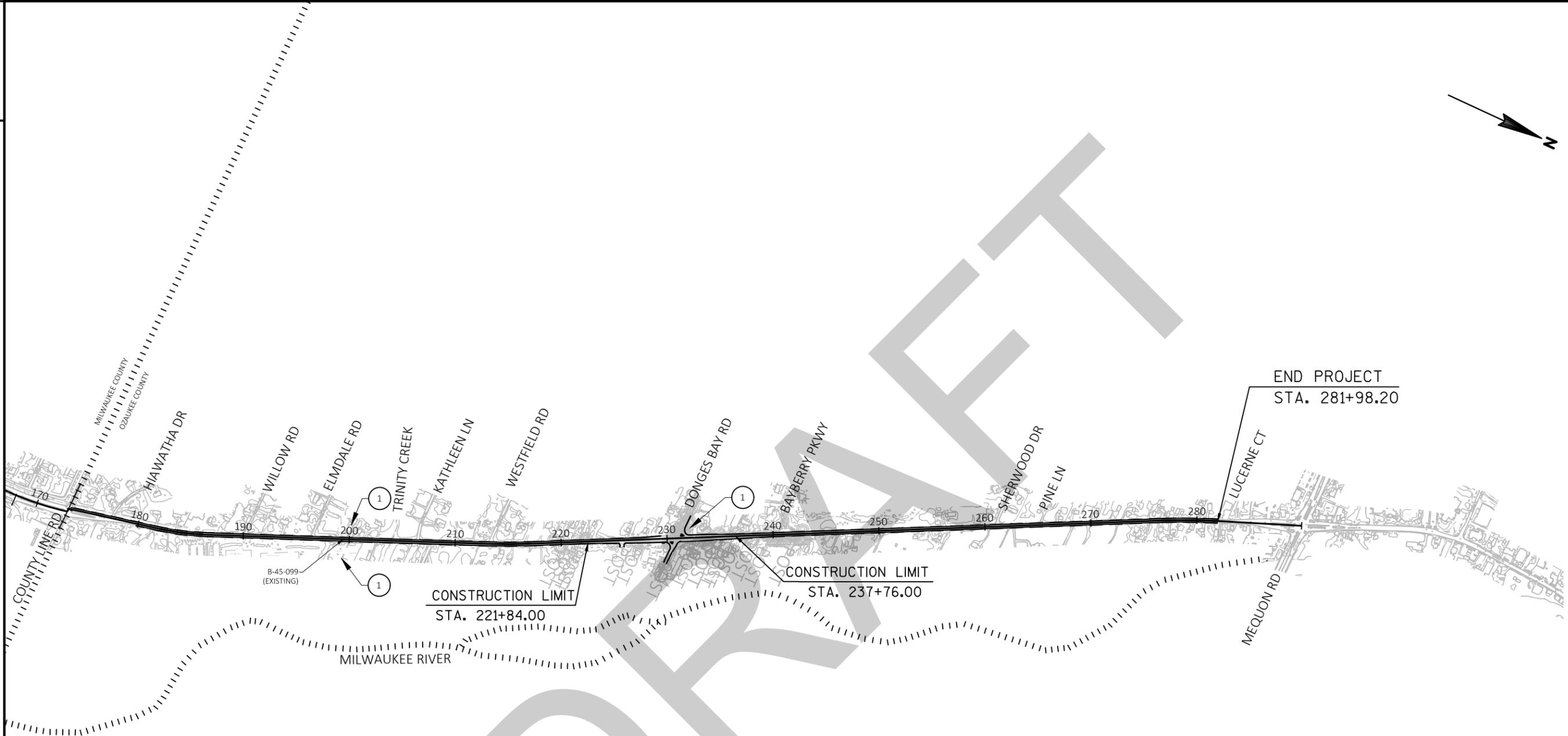
APPROVED FOR THE DEPARTMENT
 DATE: (Signature)

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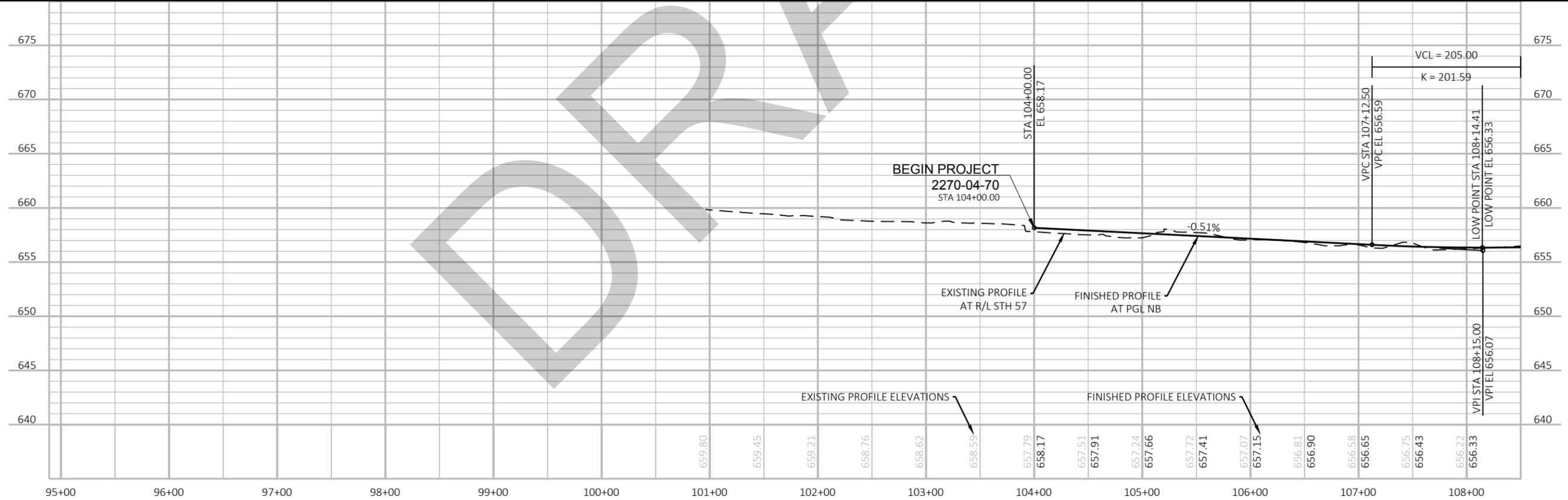
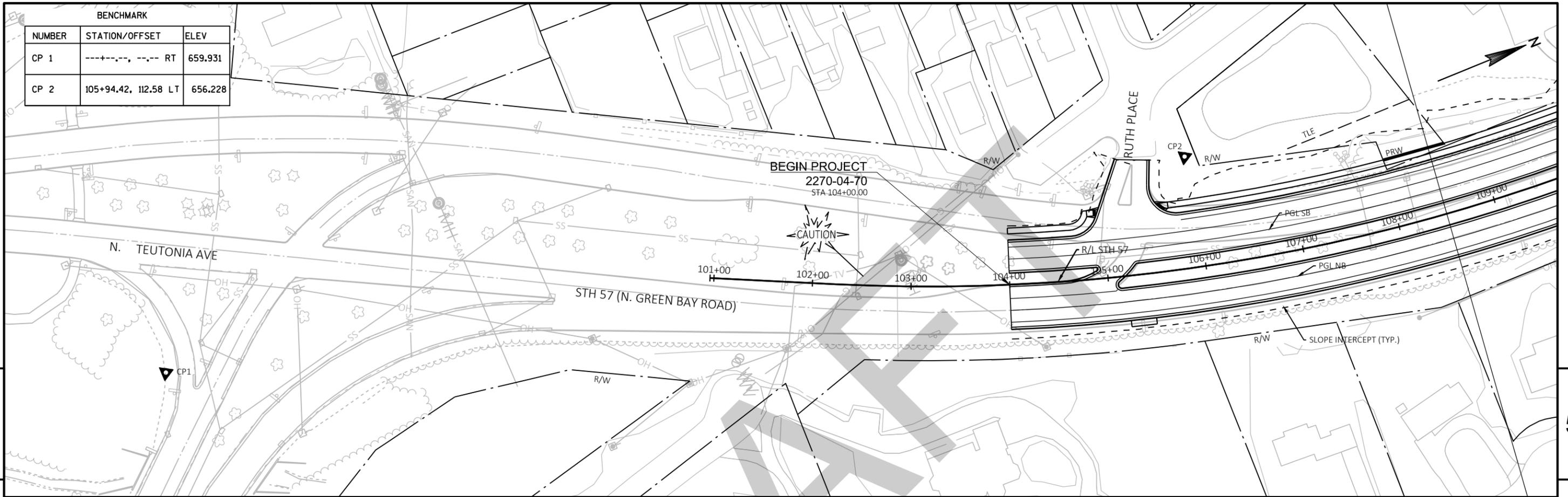
PROJECT NO: 2270-04-70	HWY: STH 57	COUNTY: MILWAUKEE & OZAUKEE	PROJECT OVERVIEW	SHEET	E
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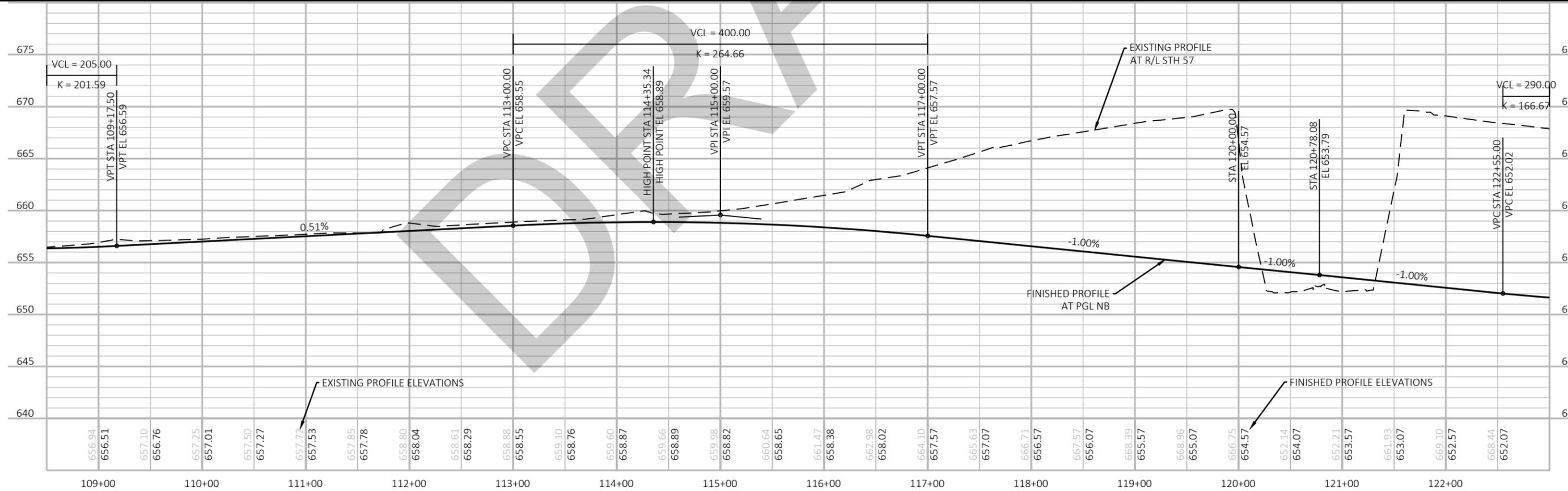
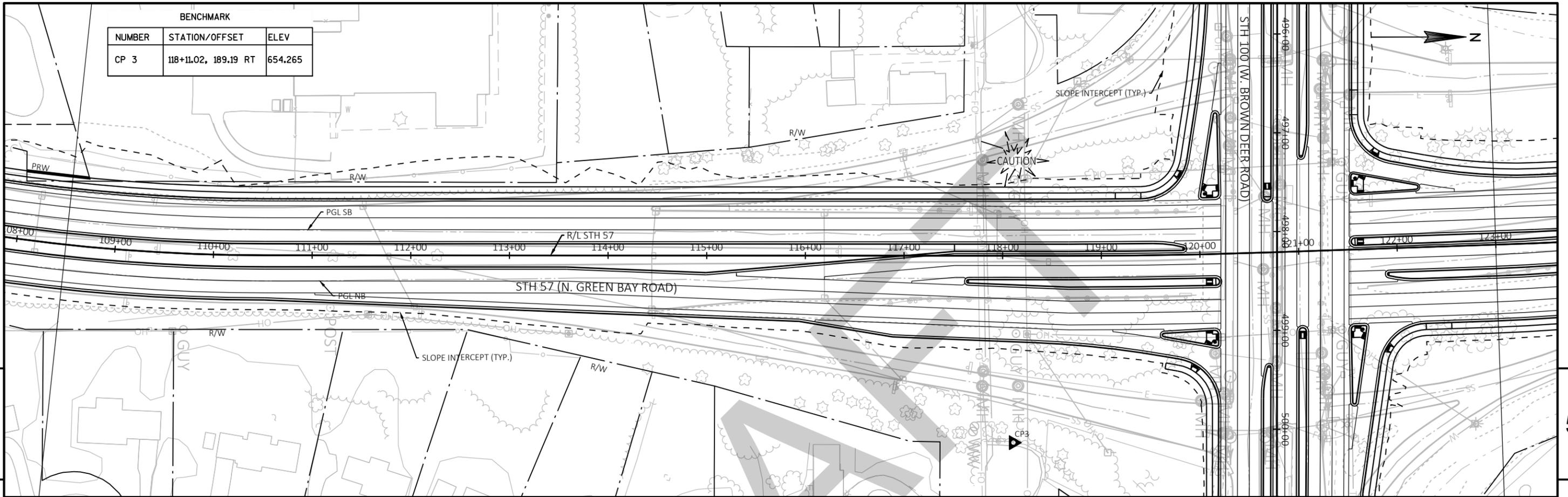
1 HISTORIC PROPERTY

PROJECT NO: 2270-04-70	HWY: STH 57	COUNTY: MILWAUKEE & OZAUKEE	PROJECT OVERVIEW	SHEET	E
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BENCHMARK		
NUMBER	STATION/OFFSET	ELEV
CP 1	---+---, --- RT	659.931
CP 2	105+94.42, 112.58 LT	656.228

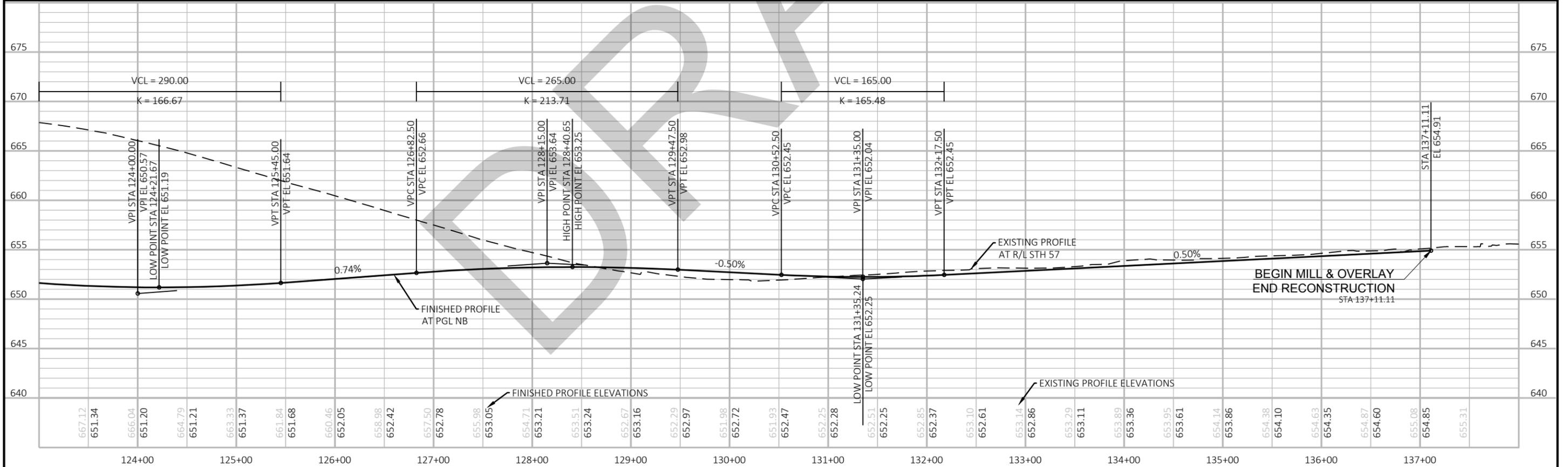
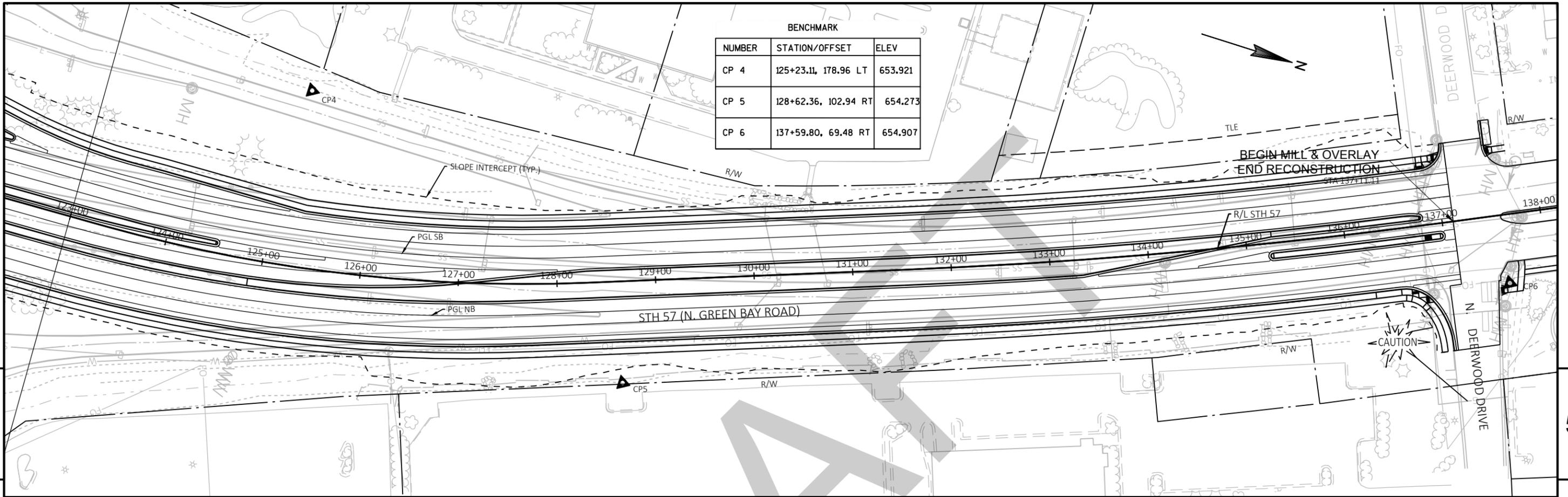


PROJECT NO: 2270-04-70	HWY: STH 57	COUNTY: MILWAUKEE & OZAUKEE	PLAN AND PROFILE: STH 57 (N GREEN BAY ROAD) NB	SHEET	E
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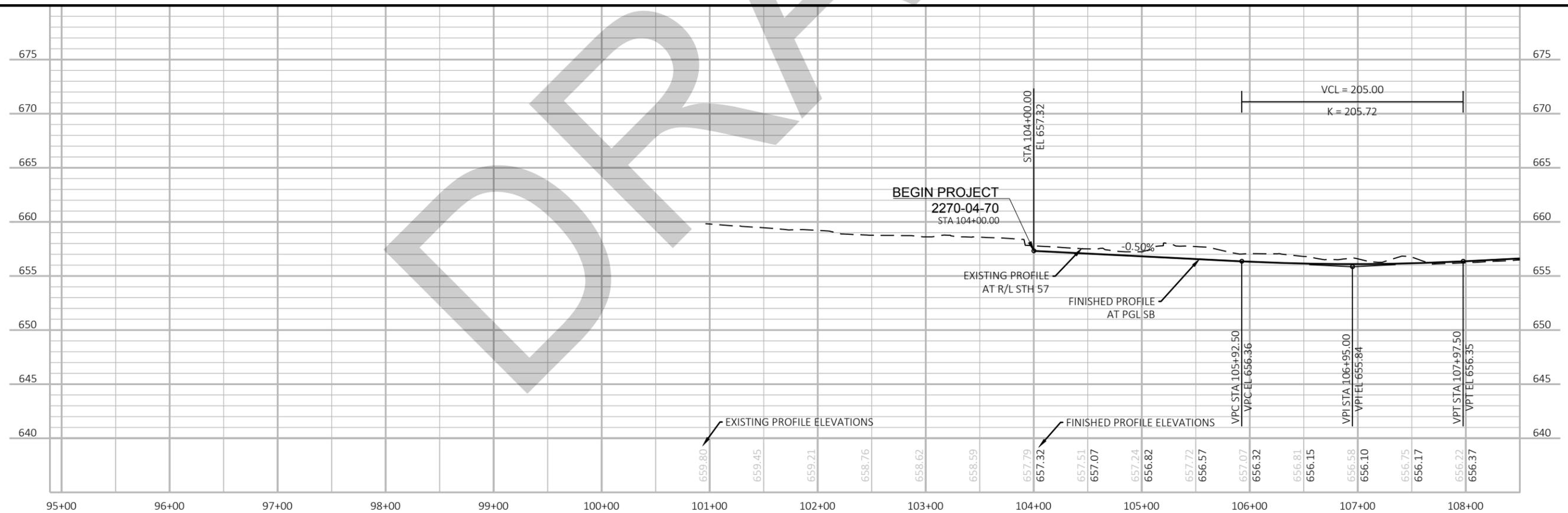


PROJECT NO: 2270-04-70 HWY: STH 57 COUNTY: MILWAUKEE & OZAUKEE PLAN AND PROFILE: STH 57 (N GREEN BAY ROAD) NB SHEET: 5

BENCHMARK		
NUMBER	STATION/OFFSET	ELEV
CP 4	125+23.11, 178.96 LT	653.921
CP 5	128+62.36, 102.94 RT	654.273
CP 6	137+59.80, 69.48 RT	654.907

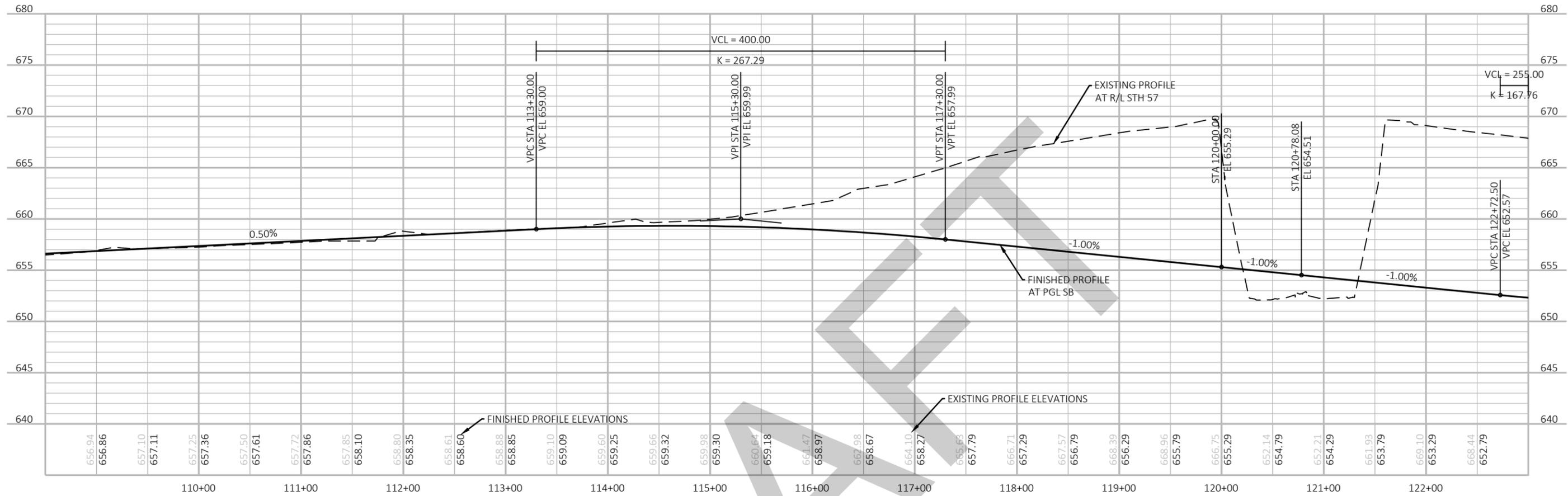


PROJECT NO: 2270-04-70	HWY: STH 57	COUNTY: MILWAUKEE & OZAUKEE	PLAN AND PROFILE: STH 57 (N GREEN BAY ROAD) NB	SHEET	E
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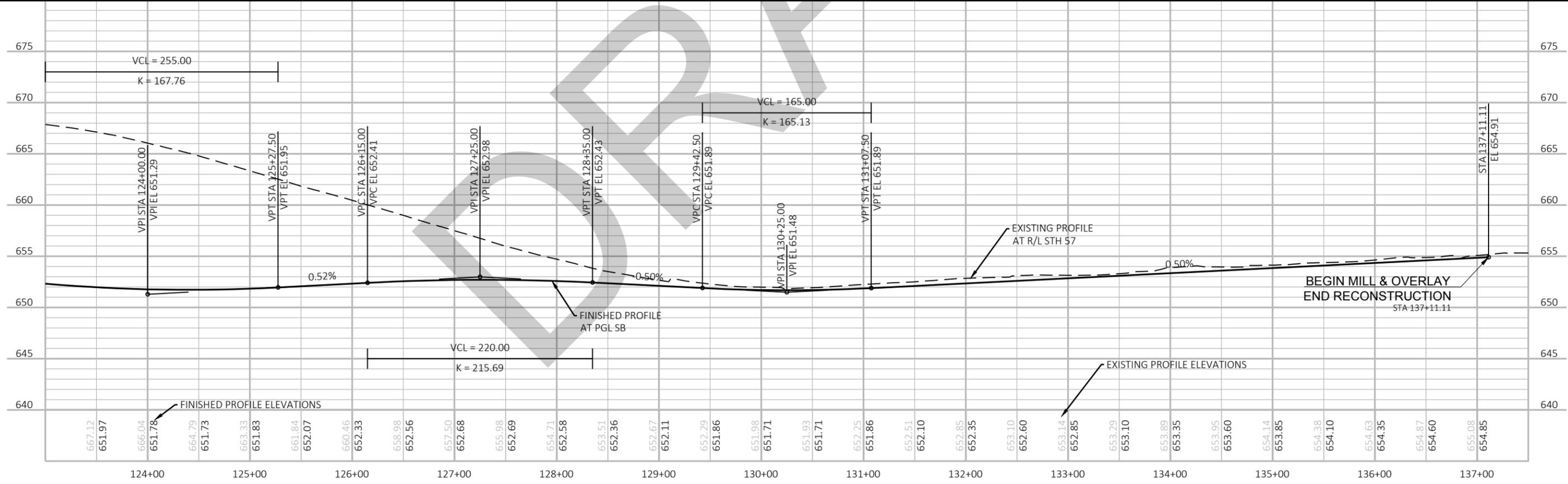


PROJECT NO: 2270-04-70	HWY: STH 57	COUNTY: MILWAUKEE & OZAUKEE	PLAN AND PROFILE: STH 57 (N GREEN BAY ROAD) SB	SHEET	E
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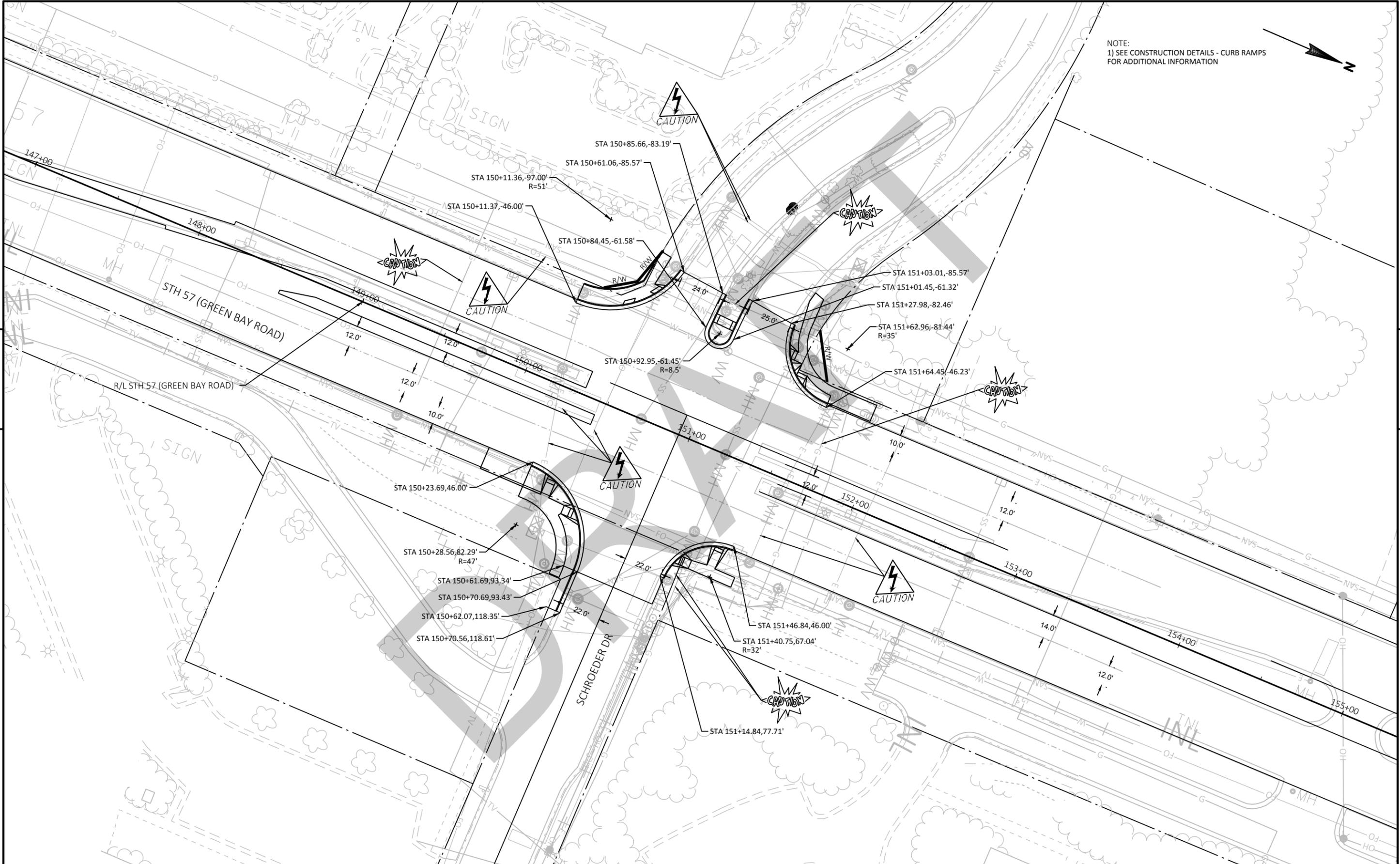


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PROJECT NO: 2270-04-70	HWY: STH 57	COUNTY: MILWAUKEE & OZAUKEE	PLAN AND PROFILE: STH 57 (N GREEN BAY ROAD) SB	SHEET	E
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NOTE:
1) SEE CONSTRUCTION DETAILS - CURB RAMPS
FOR ADDITIONAL INFORMATION



5

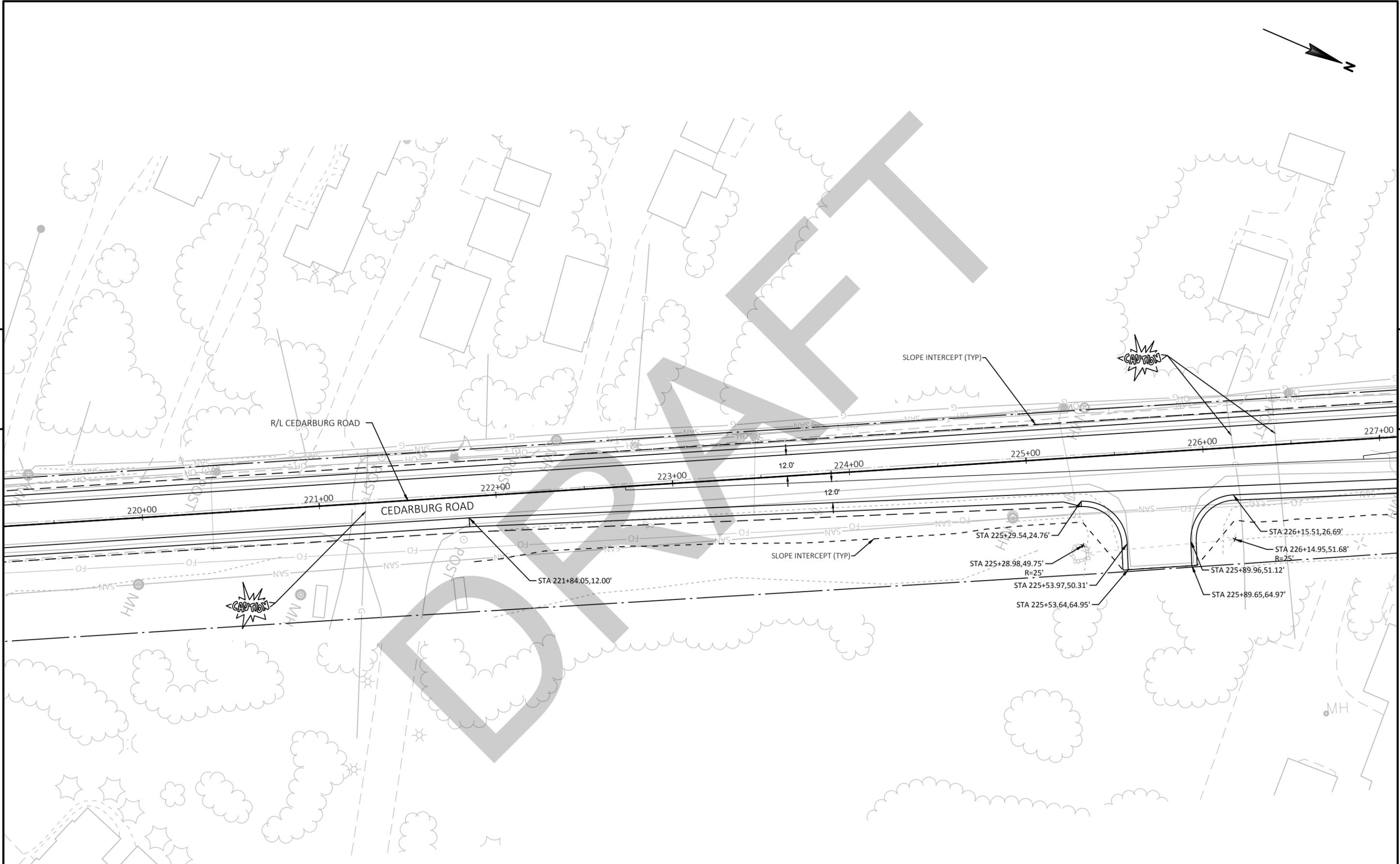
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PROJECT NO: 2270-04-70	HWY: STH 57	COUNTY: MILWAUKEE & OZAUKEE	PLAN SHEETS	SHEET	E
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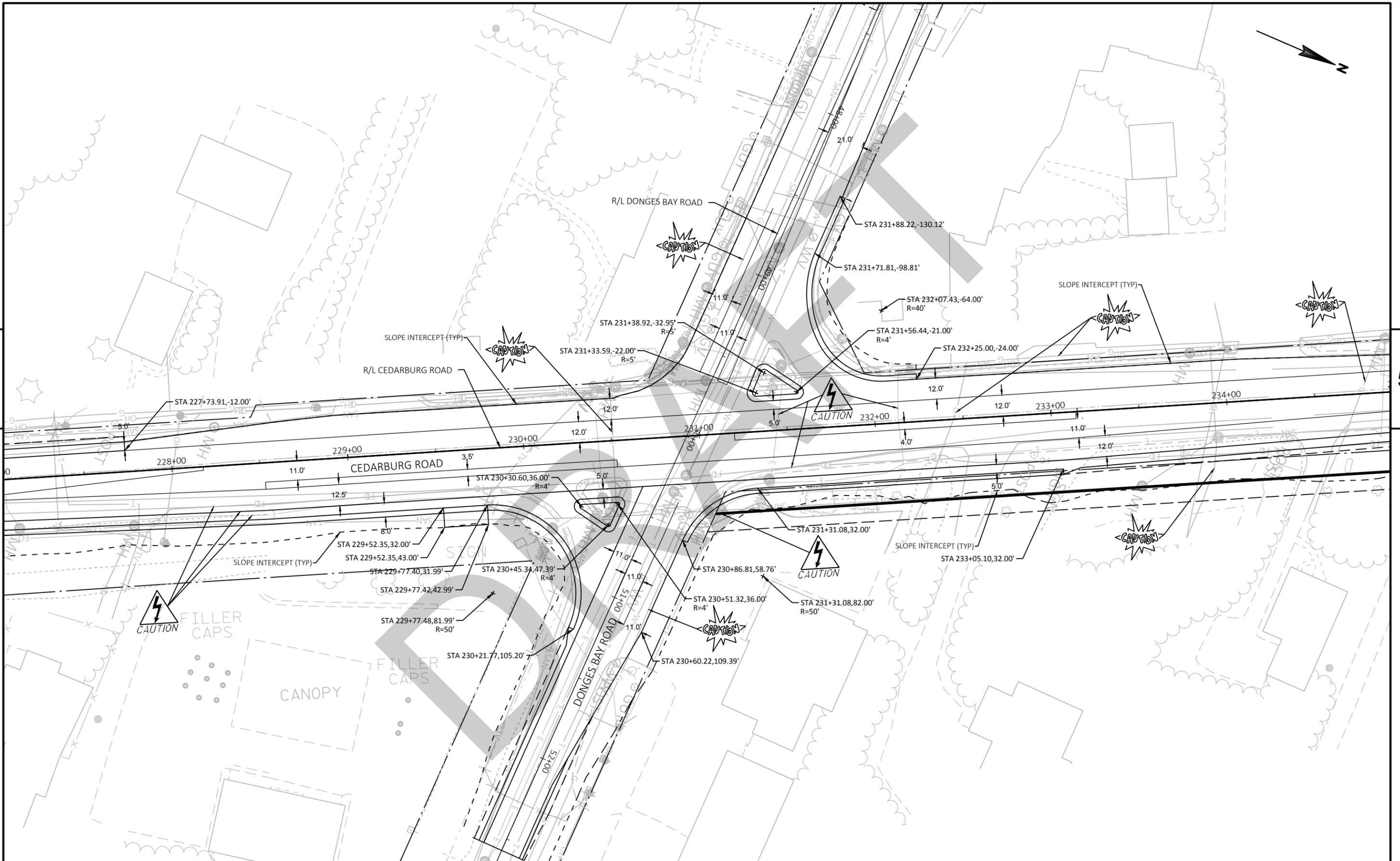


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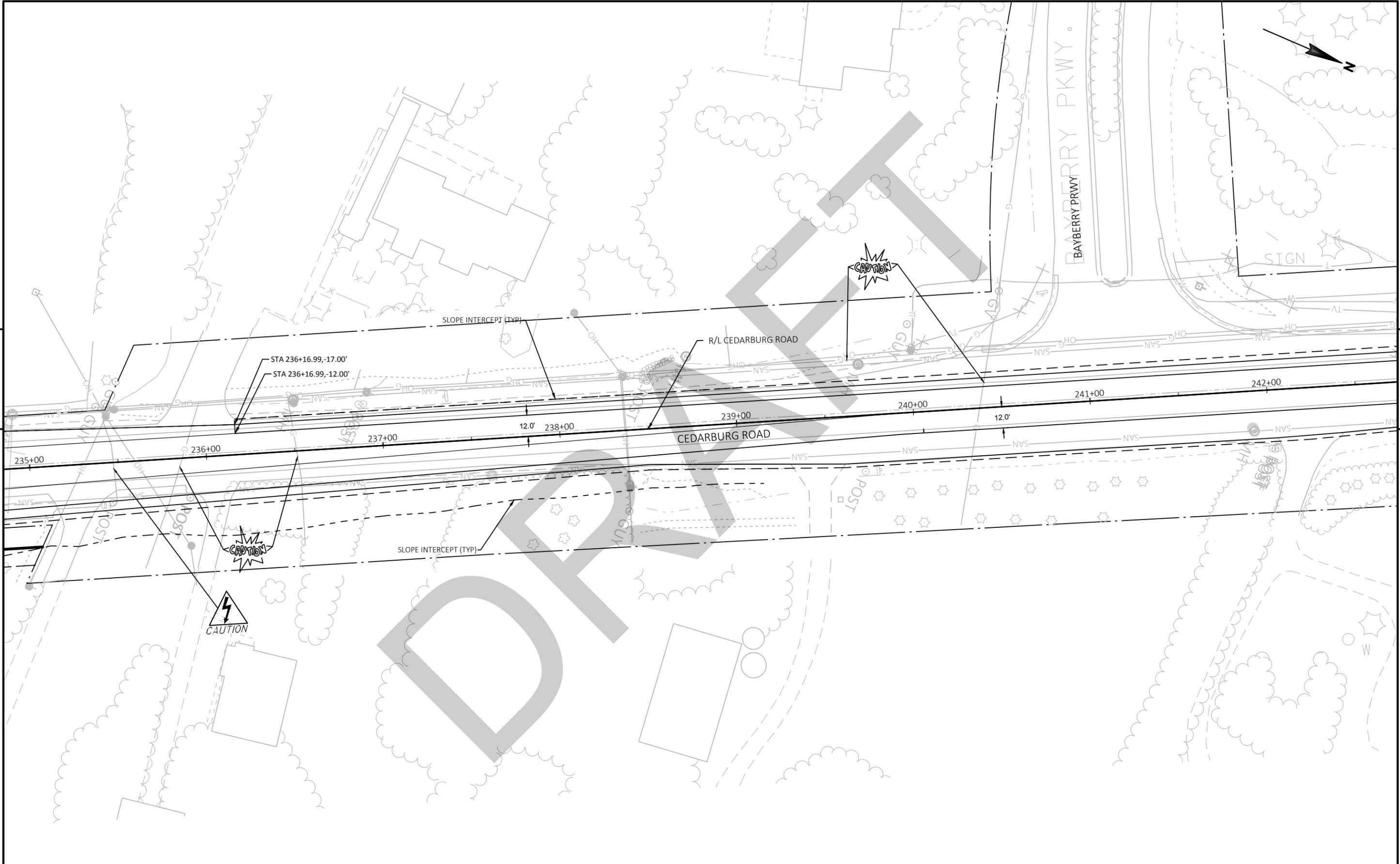
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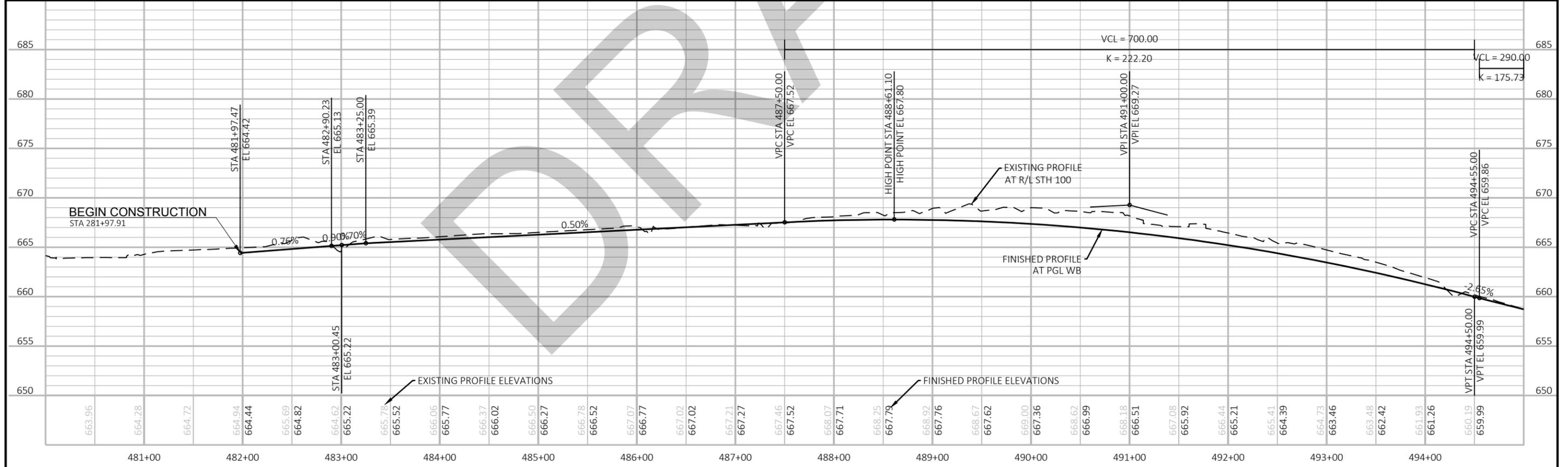
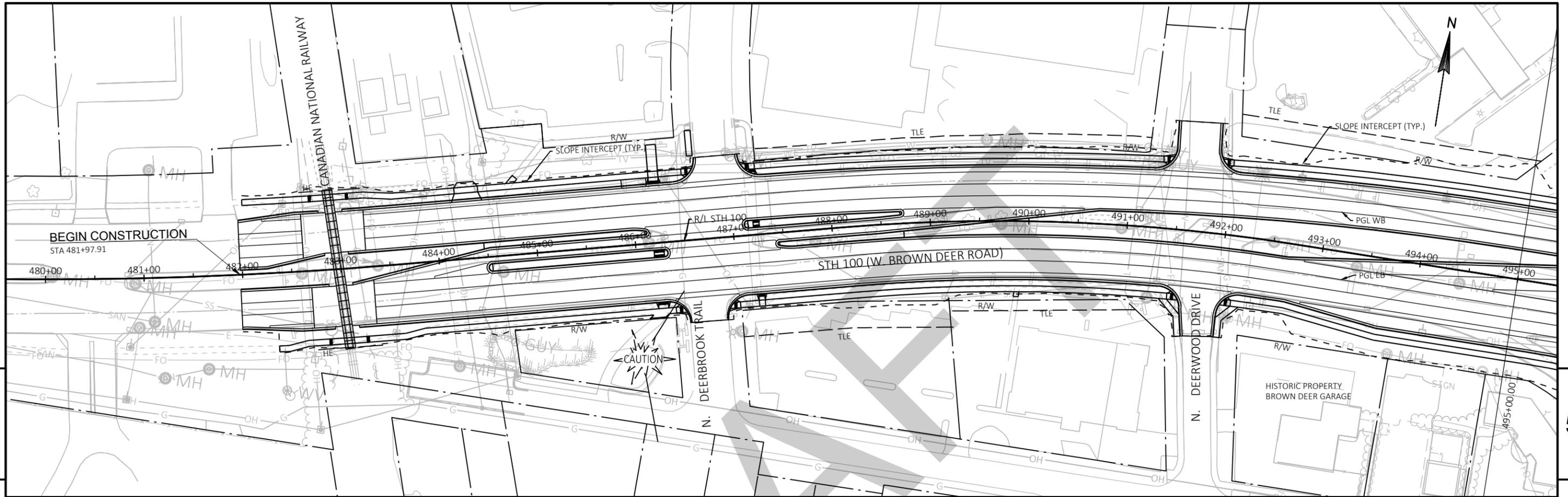
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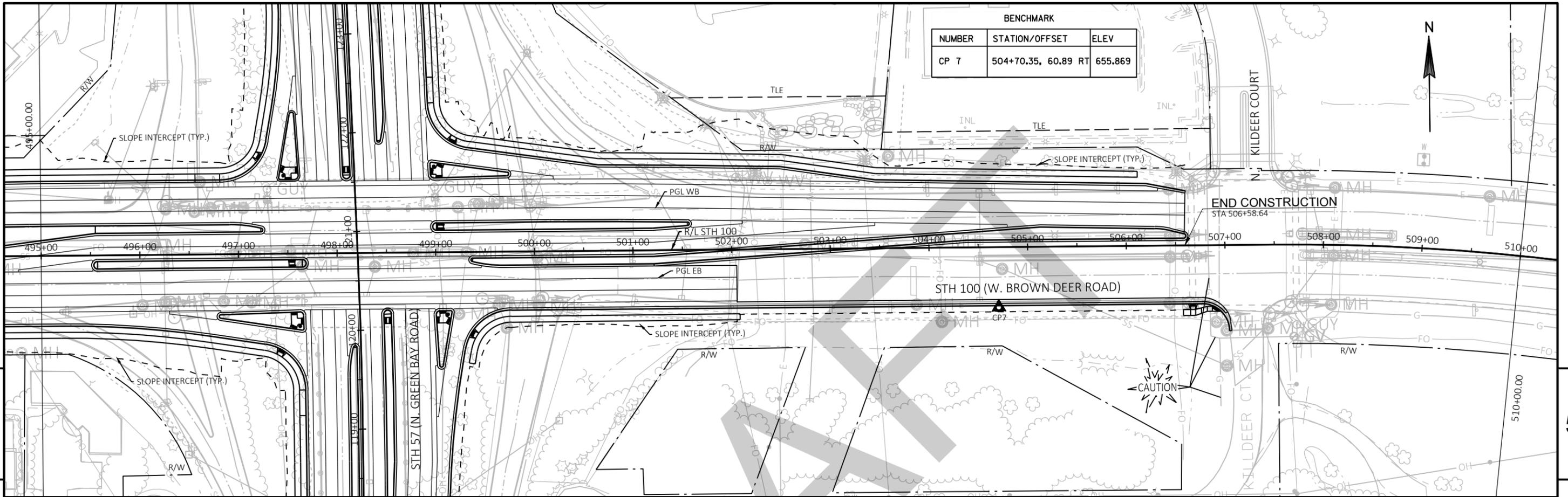
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PROJECT NO: 2270-04-70	HWY: STH 57	COUNTY: MILWAUKEE & OZAUKEE	PLAN SHEETS	SHEET	E
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PROJECT NO: 2270-04-70 HWY: STH 57 COUNTY: MILWAUKEE & OZAUKEE PLAN AND PROFILE: STH 100 (W. BROWN DEER ROAD) WB SHEET: 5

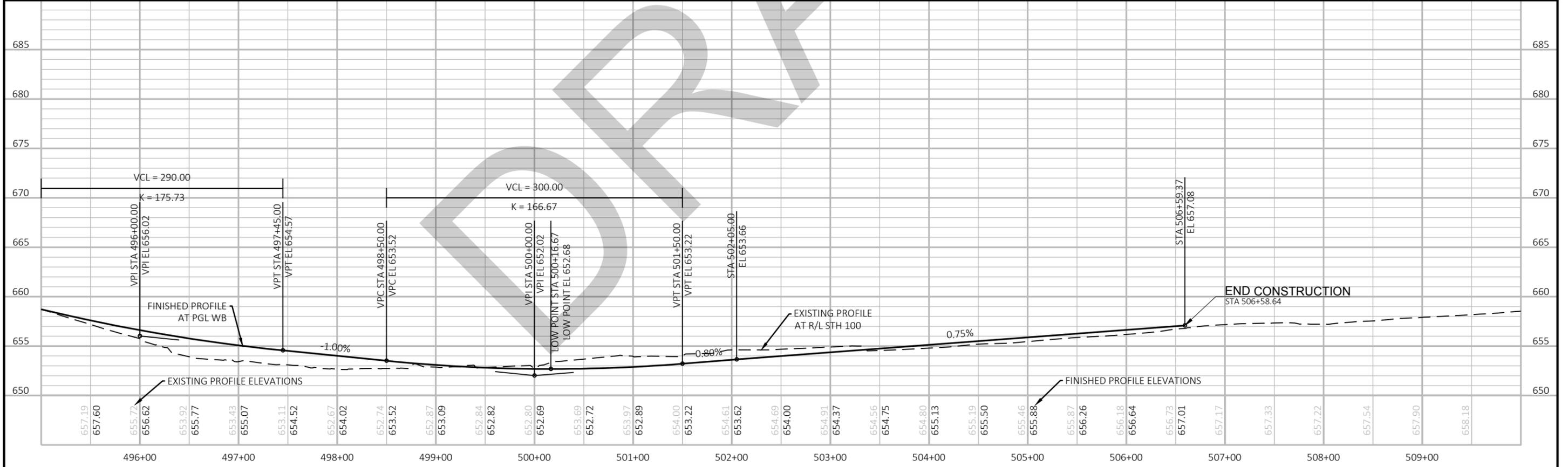


BENCHMARK		
NUMBER	STATION/OFFSET	ELEV
CP 7	504+70.35, 60.89 RT	655.869

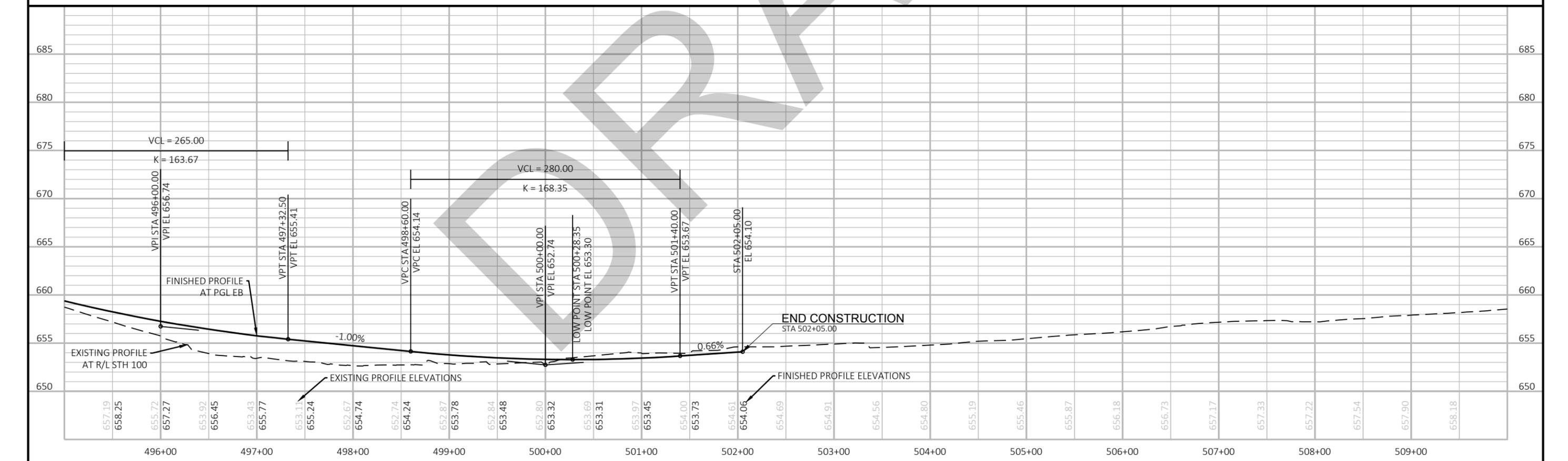
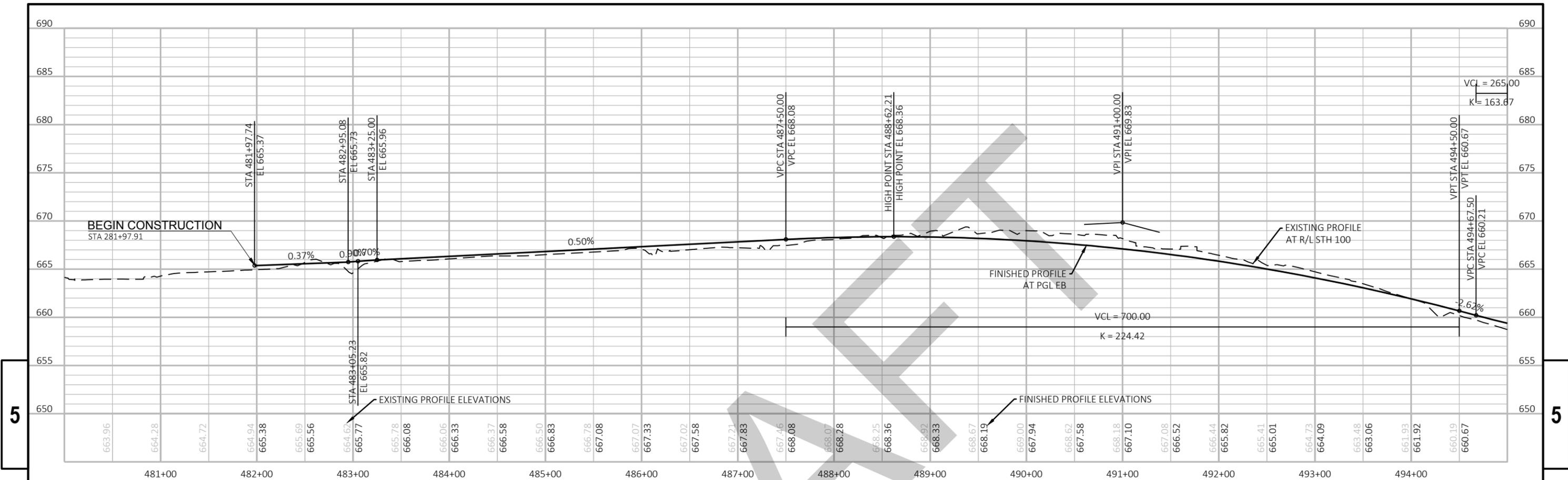


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PROJECT NO: 2270-04-70	HWY: STH 57	COUNTY: MILWAUKEE & OZAUKEE	PLAN AND PROFILE: STH 100 (W. BROWN DEER ROAD) WB	SHEET	E
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PROJECT NO: 2270-04-70 HWY: STH 57 COUNTY: MILWAUKEE & OZAUKEE PLAN AND PROFILE: STH 100 (W. BROWN DEER ROAD) EB SHEET E

PROJECT ID: 2565-07-70

COUNTY: MILWAUKEE

STATE OF WISCONSIN DEPARTMENT OF TRANSPORTATION

PLAN OF PROPOSED IMPROVEMENT

GREEN BAY ROAD, VILLAGE OF BROWN DEER

TEUTONIA AVENUE INTERSECTION

STH 57

MILWAUKEE COUNTY

STATE PROJECT	FEDERAL PROJECT	
	PROJECT	CONTRACT
2565-07-70		

ORDER OF SHEETS

Section No.	Title
1	Section No. 1 Title
2	Section No. 2 Typical Sections and Details
3	Section No. 3 Estimate of Quantities
3	Section No. 3 Miscellaneous Quantities
4	Section No. 4 Right of Way Plat
5	Section No. 5 Plan and Profile
6	Section No. 6 Standard Detail Drawings
7	Section No. 7 Sign Plates
8	Section No. 8 Structure Plans
9	Section No. 9 Computer Earthwork Data
9	Section No. 9 Cross Sections

TOTAL SHEETS =



STATE PROJECT NUMBER
2565-07-70

DESIGN DESIGNATION

A.A.D.T.	2021	=	22,800
A.A.D.T.	2041	=	25,000
D.H.V.		=	--
D.D.		=	--
T.		=	6.29%
DESIGN SPEED		=	25/45
ESALS		=	4,100,000

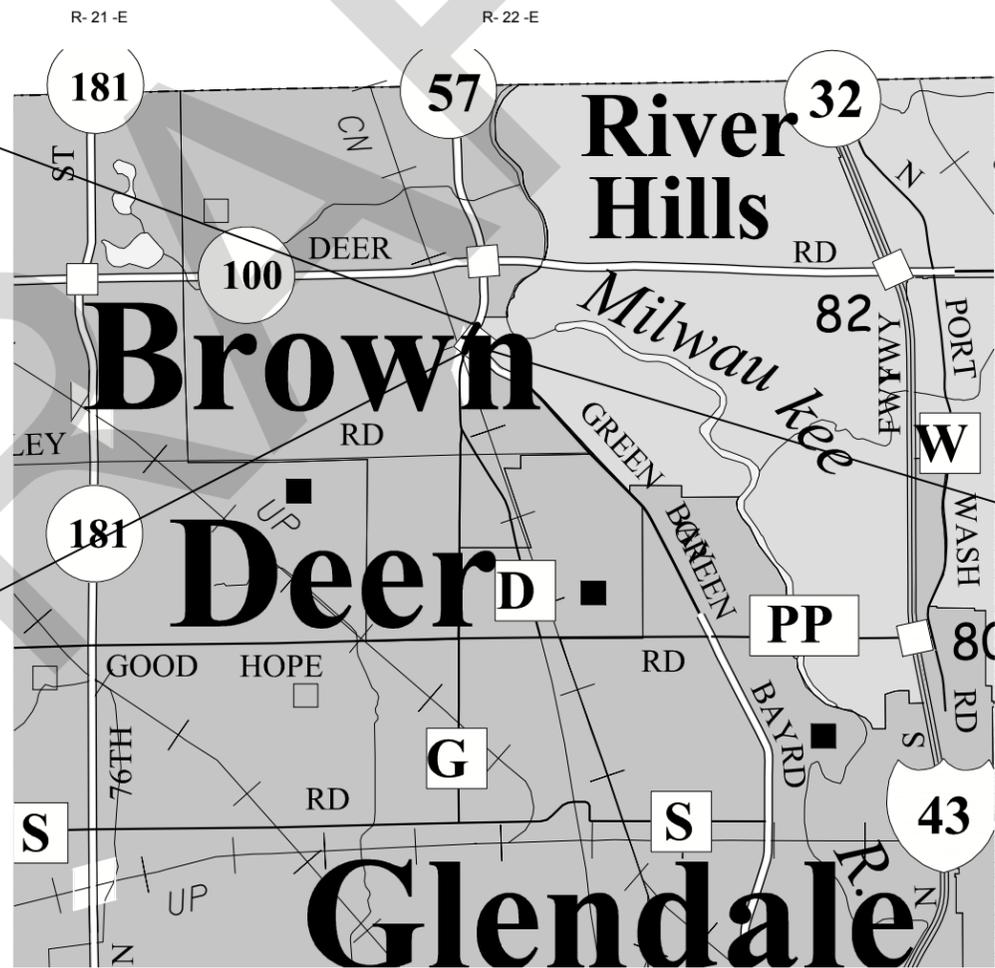
CONVENTIONAL SYMBOLS

PLAN	PROFILE
CORPORATE LIMITS	GRADE LINE
PROPERTY LINE	ORIGINAL GROUND
LOT LINE	MARSH OR ROCK PROFILE (To be noted as such)
LIMITED HIGHWAY EASEMENT	SPECIAL DITCH
EXISTING RIGHT OF WAY	GRADE ELEVATION
PROPOSED OR NEW R/W LINE	CULVERT (Profile View)
SLOPE INTERCEPT	UTILITIES
REFERENCE LINE	ELECTRIC
EXISTING CULVERT	FIBER OPTIC
PROPOSED CULVERT (Box or Pipe)	GAS
COMBUSTIBLE FLUIDS	SANITARY SEWER
MARSH AREA	STORM SEWER
WOODED OR SHRUB AREA	TELEPHONE
	WATER
	UTILITY PEDESTAL
	POWER POLE
	TELEPHONE POLE

BEGIN CONSTRUCTION
STA. 91+57.49

END PROJECT
STA. 104+00.00

BEGIN PROJECT
STA. 36+65.00
X = 591901.2892
Y = 347908.8003



TOTAL NET LENGTH OF CENTERLINE = 0.22 MILES

HORIZONTAL POSITIONS SHOWN ON THIS PLAN ARE WISCONSIN COUNTY COORDINATES, MILWAUKEE COUNTY, NAD83 (2011), IN U.S. SURVEY FEET. VALUES ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

ELEVATIONS ARE REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM, 88(11).

ORIGINAL PLANS PREPARED BY
Lakeside
ENGINEERS

(Date) (Signature)

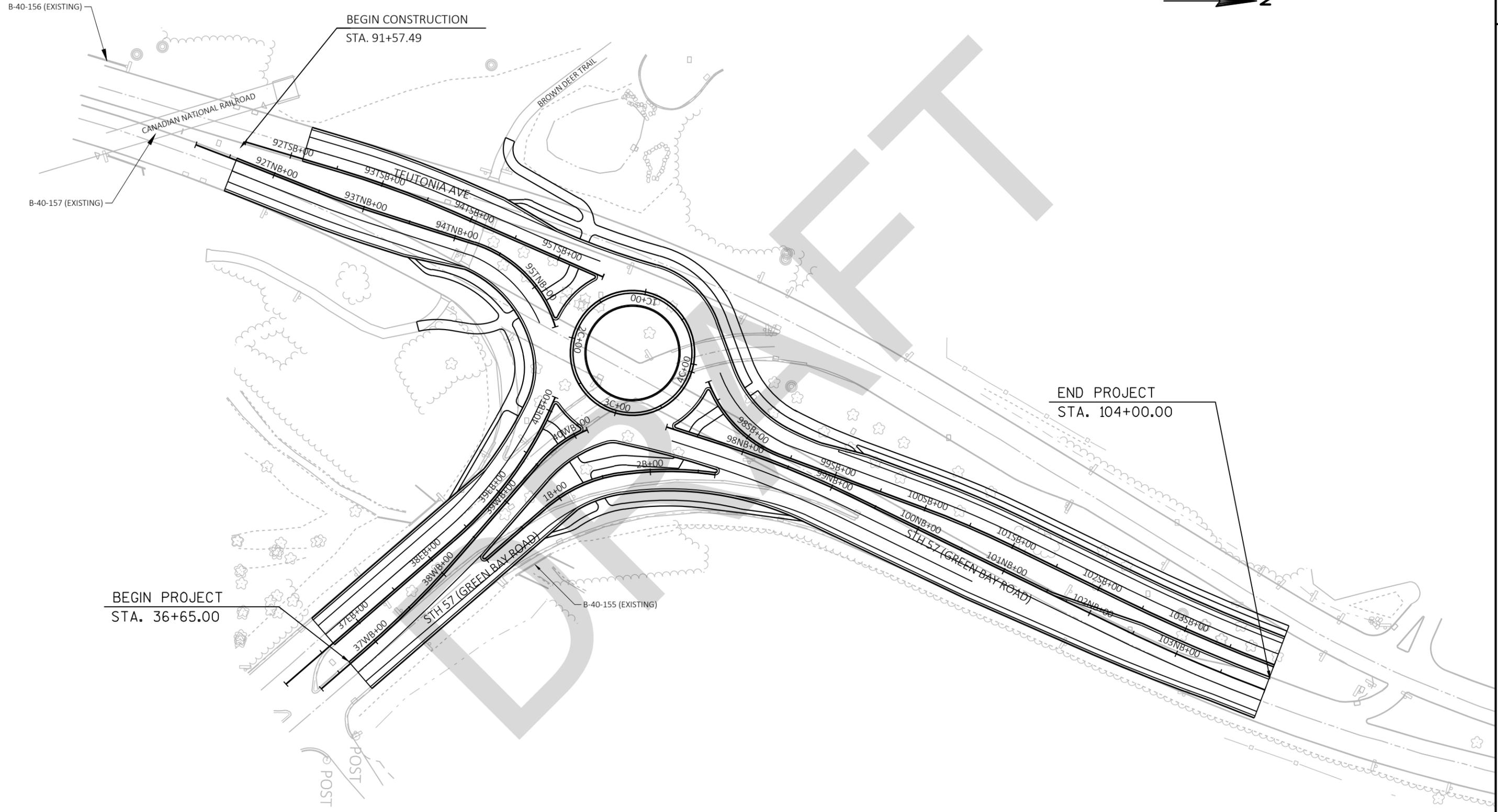
STATE OF WISCONSIN
DEPARTMENT OF TRANSPORTATION

PREPARED BY	
Surveyor	DAAR ENGINEERING
Designer	LAKESIDE ENGINEERS
Project Manager	ALLEN GILBERTSON, PE
Regional Examiner	REGIONAL EXAMINER
Regional Supervisor	JANET CANNON, PE

APPROVED FOR THE DEPARTMENT

DATE: (Signature)

E



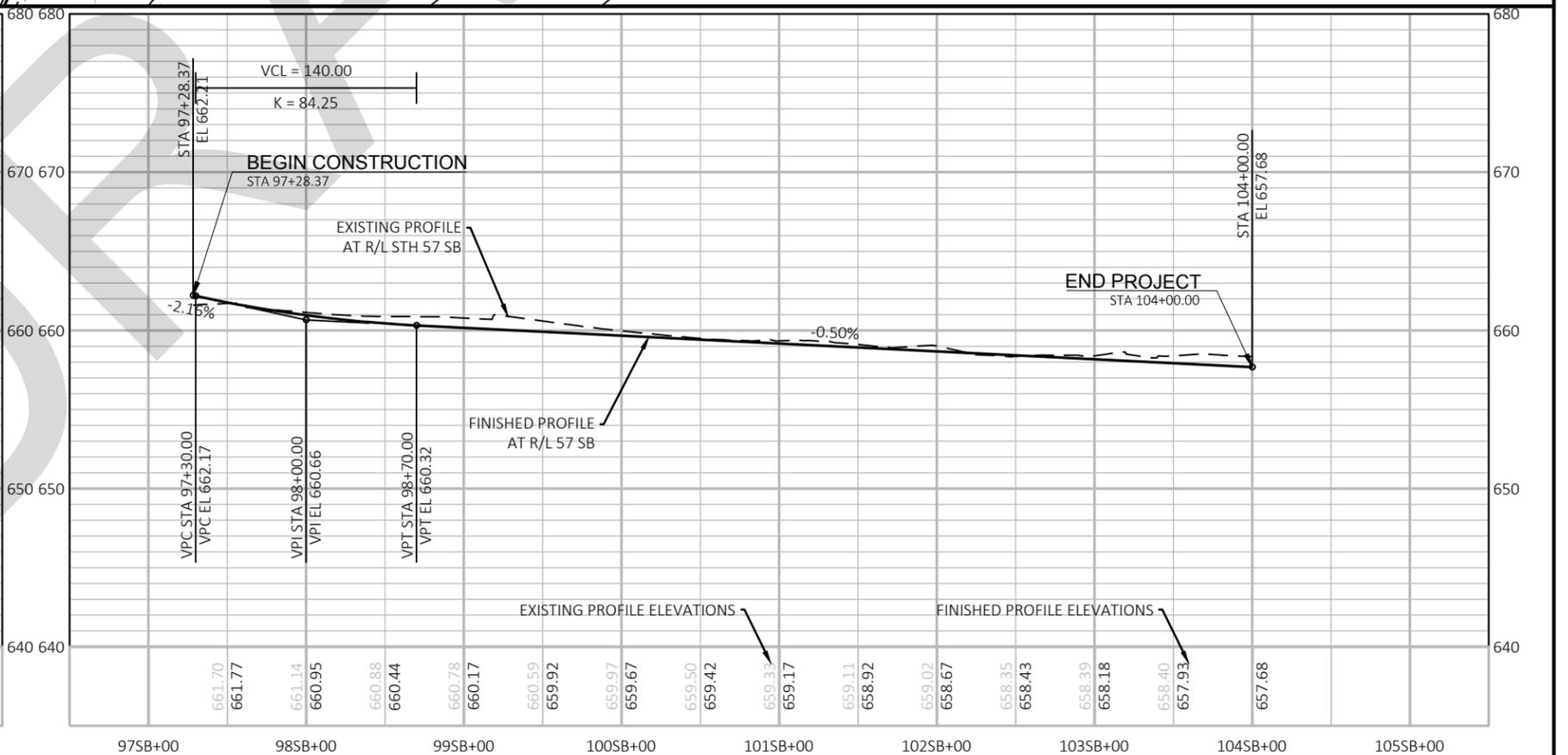
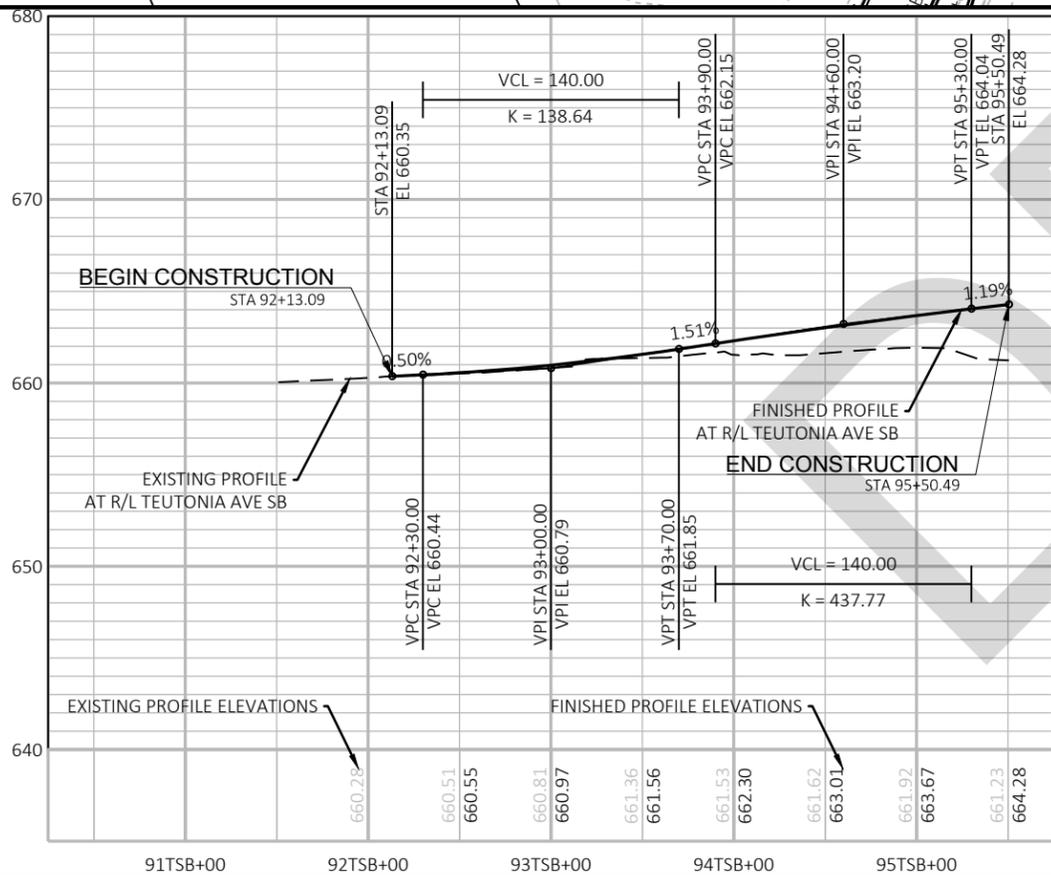
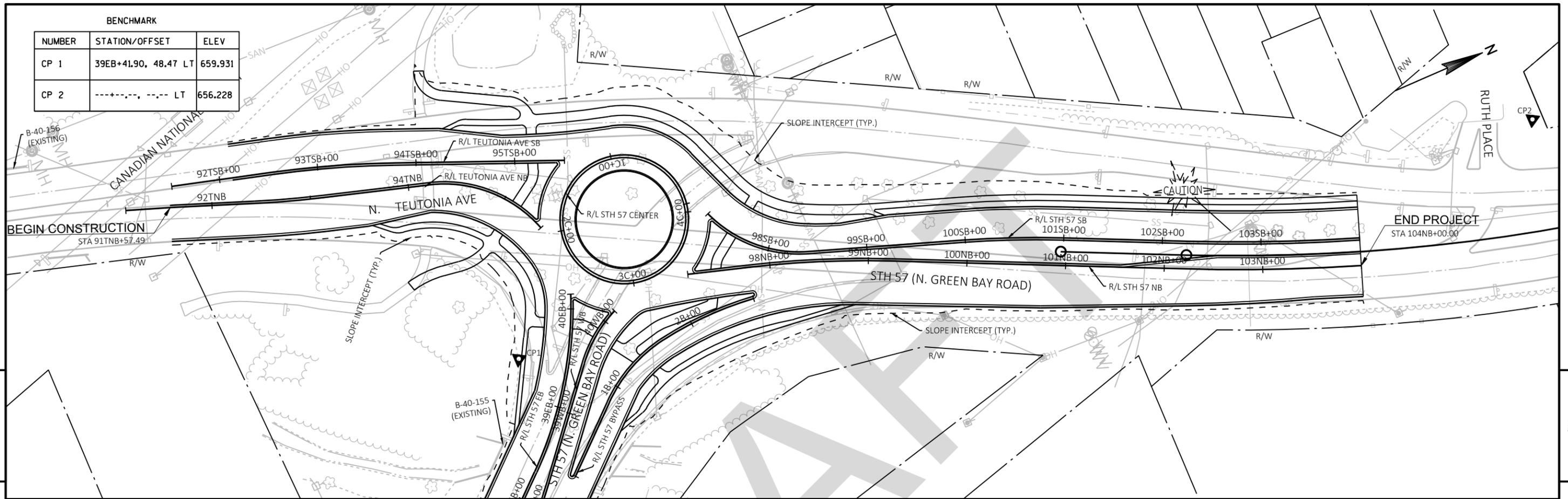
BEGIN PROJECT
STA. 36+65.00

BEGIN CONSTRUCTION
STA. 91+57.49

END PROJECT
STA. 104+00.00

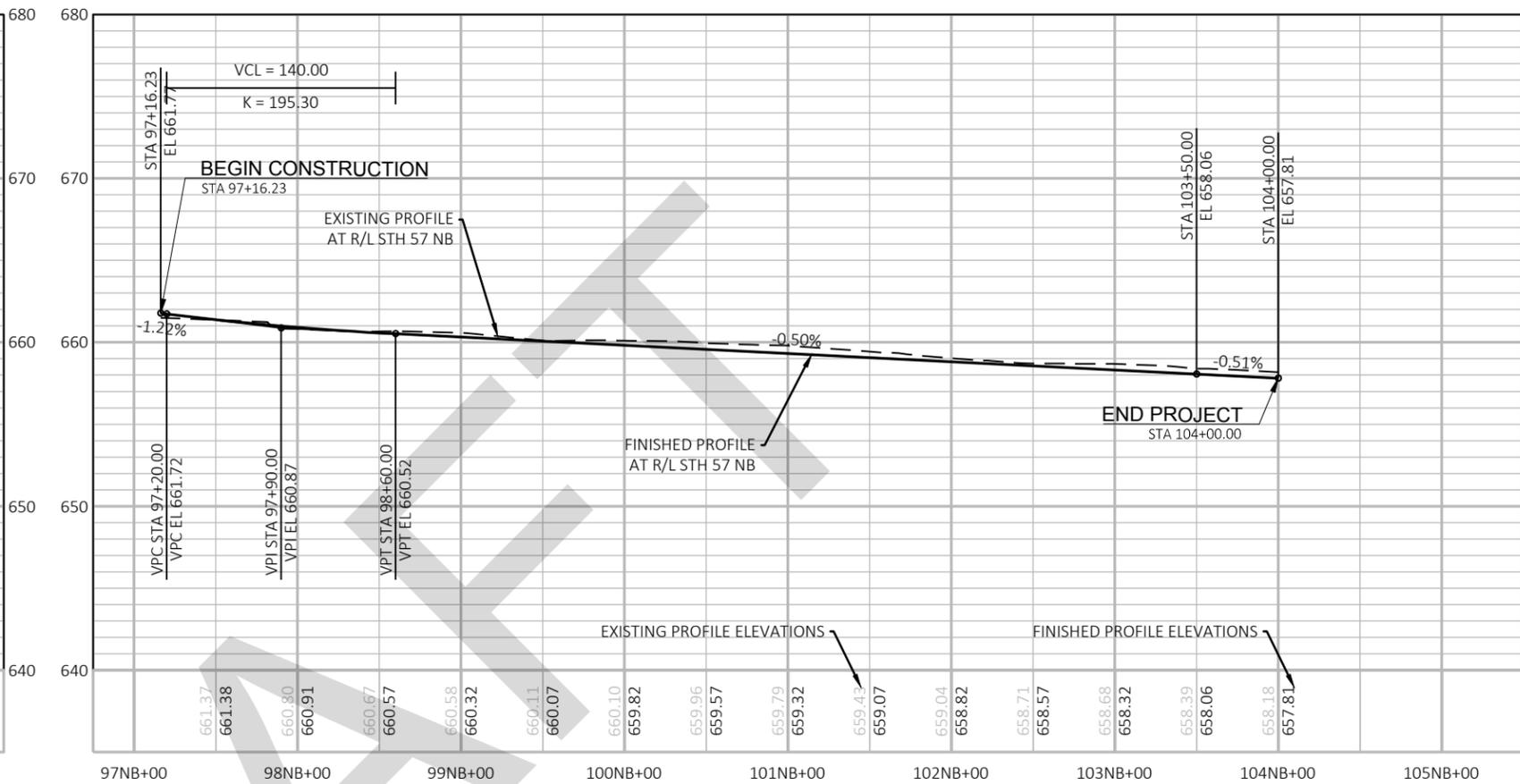
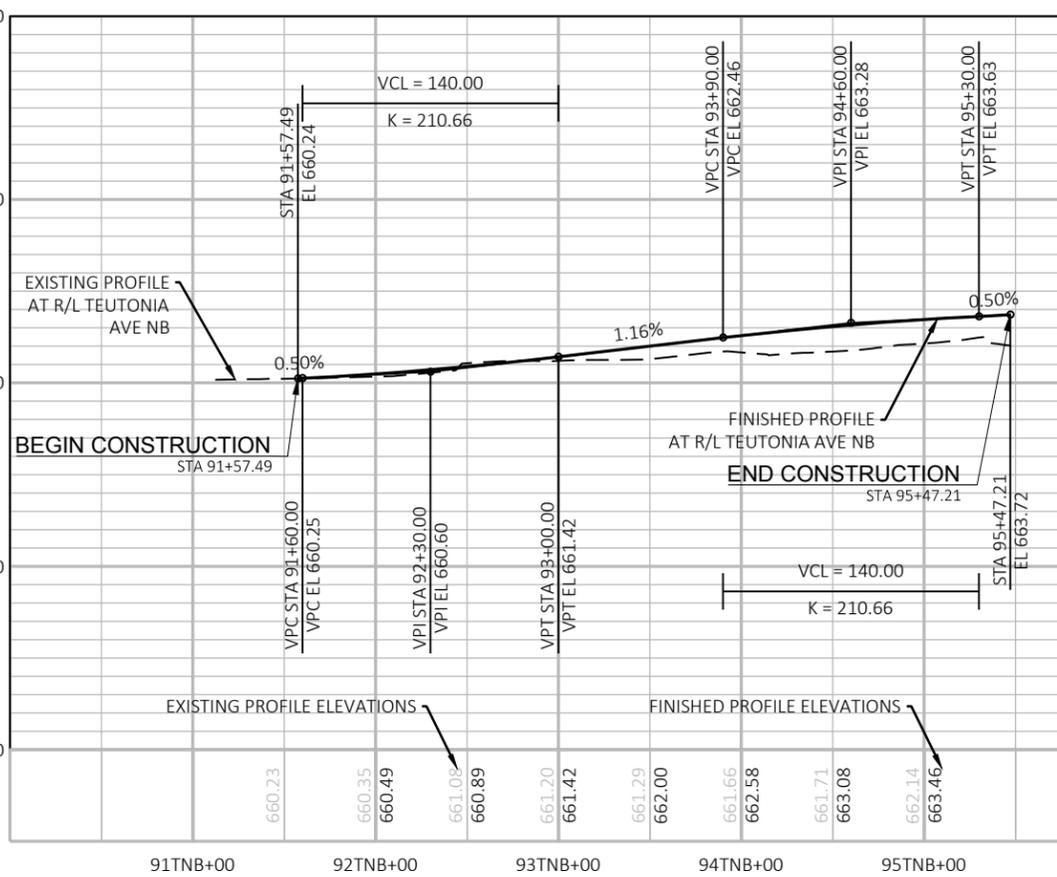
PROJECT NO: 2565-07-70	HWY: STH 57	COUNTY: MILWAUKEE	PROJECT OVERVIEW	SHEET	E
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BENCHMARK		
NUMBER	STATION/OFFSET	ELEV
CP 1	39EB+41.90, 48.47 LT	659.931
CP 2	-----, ---- LT	656.228

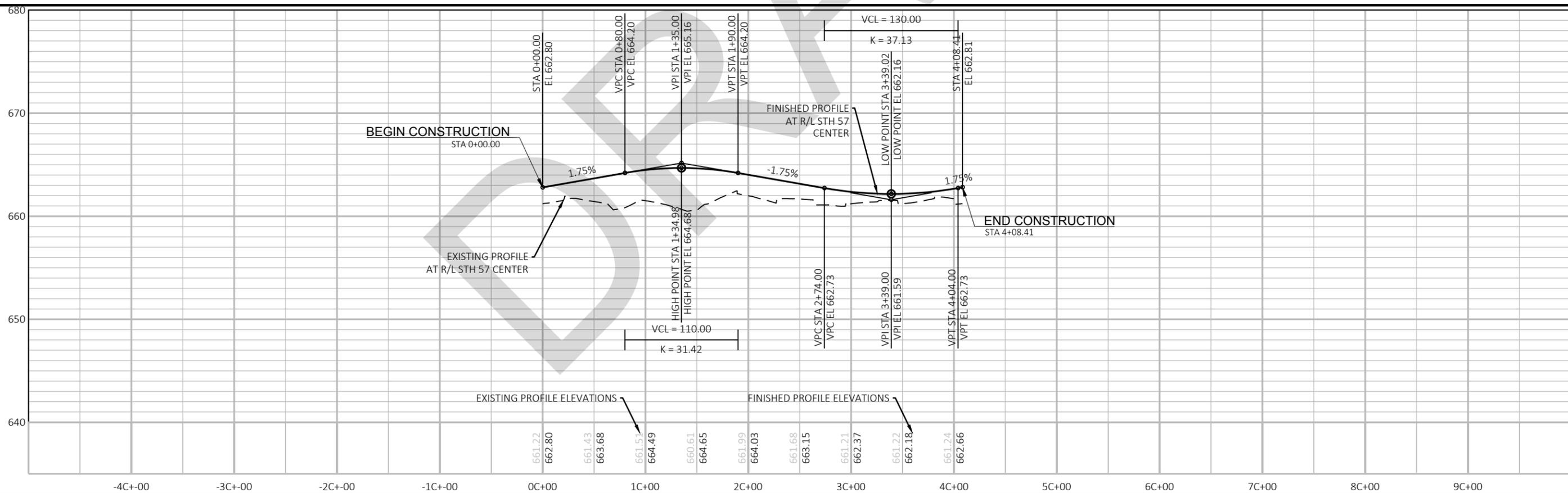


PROJECT NO: 2565-07-70 HWY: STH 57 COUNTY: MILWAUKEE PLAN AND PROFILE: STH 57 SHEET: 5

5



5



PROJECT NO: 2565-07-70

HWY: STH 57

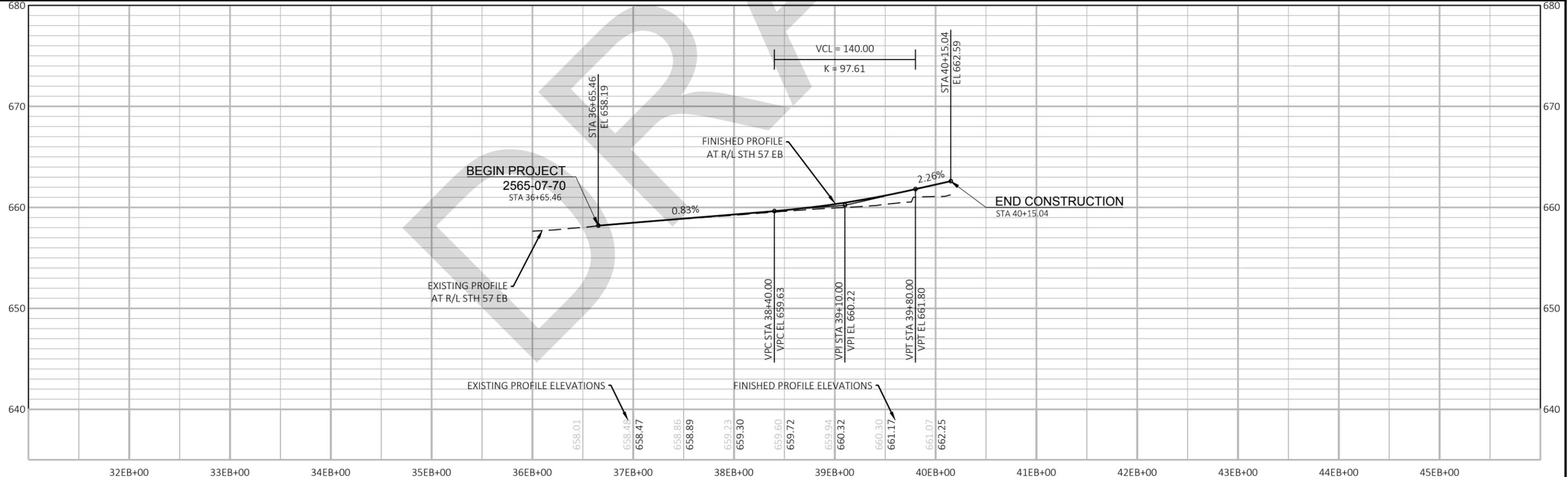
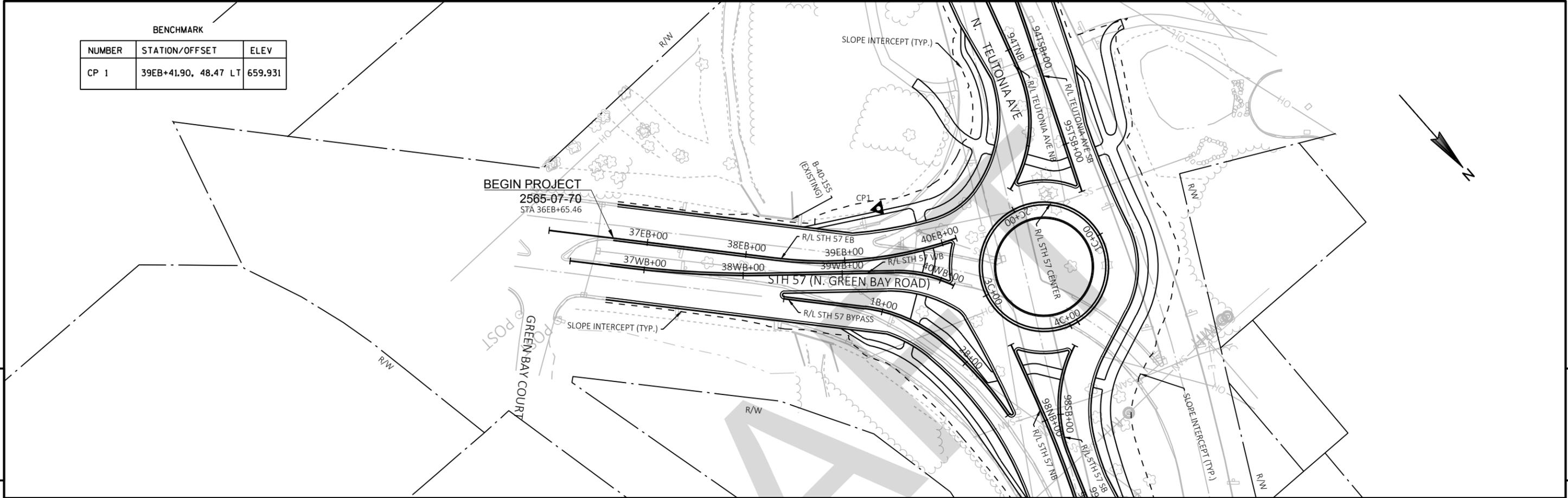
COUNTY: MILWAUKEE

PLAN AND PROFILE: STH 57

SHEET

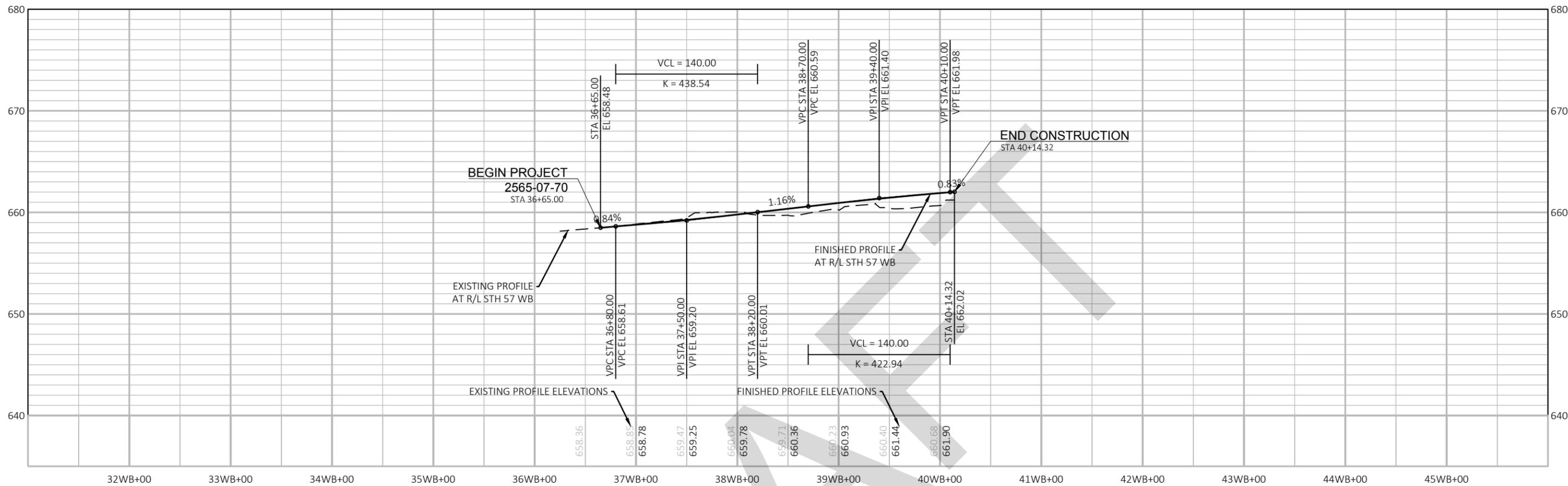
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BENCHMARK		
NUMBER	STATION/OFFSET	ELEV
CP 1	39EB+41.90, 48.47 LT	659.931

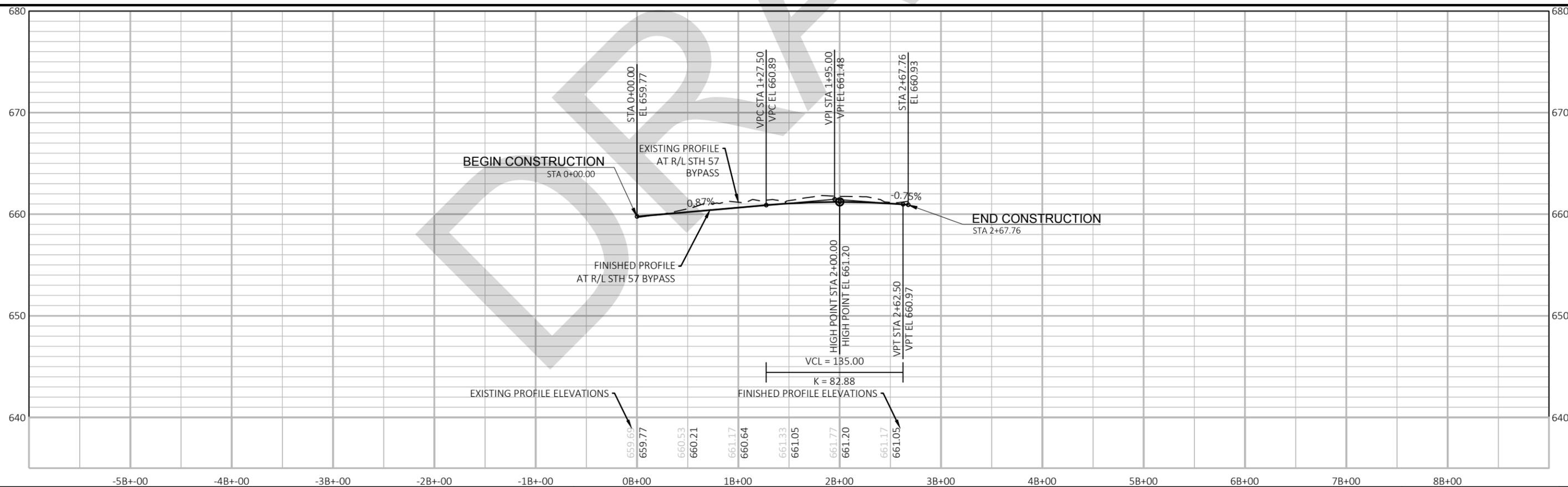


PROJECT NO: 2565-07-70	HWY: STH 57	COUNTY: MILWAUKEE	PLAN AND PROFILE: STH 57	SHEET E
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5



5



PROJECT NO: 2565-07-70	HWY: STH 57	COUNTY: MILWAUKEE	PLAN AND PROFILE: STH 57	SHEET	E
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PROJECT ID: 2150-00-71

COUNTY: MILWAUKEE

STATE OF WISCONSIN DEPARTMENT OF TRANSPORTATION

PLAN OF PROPOSED IMPROVEMENT

BROWN DEER ROAD CITY OF MILW & VIL OF BROWN DEER

STREET - 100 FT WEST OF WCL RR
STH 100
MILWAUKEE COUNTY

STATE PROJECT	FEDERAL PROJECT	
	PROJECT	CONTRACT
2150-00-71		

30% PLAN
4/6/2018

STATE PROJECT NUMBER 2150-00-71

ORDER OF SHEETS

Section No. 1	Title
Section No. 2	Typical Sections and Details
Section No. 3	Estimate of Quantities
Section No. 3	Miscellaneous Quantities
Section No. 4	Right of Way Plat
Section No. 5	Plan and Profile
Section No. 6	Standard Detail Drawings
Section No. 7	Sign Plates
Section No. 8	Structure Plans
Section No. 9	Computer Earthwork Data
Section No. 9	Cross Sections

TOTAL SHEETS =



DESIGN DESIGNATION

A.A.D.T.	=
A.A.D.T.	=
D.H.V.	=
D.D.	=
T.	=
DESIGN SPEED	=
ESALS	=

CONVENTIONAL SYMBOLS

PLAN	
CORPORATE LIMITS	
PROPERTY LINE	
LOT LINE	
LIMITED HIGHWAY EASEMENT	
EXISTING RIGHT OF WAY	
PROPOSED OR NEW R/W LINE	
SLOPE INTERCEPT	
REFERENCE LINE	
EXISTING CULVERT	
PROPOSED CULVERT (Box or Pipe)	
COMBUSTIBLE FLUIDS	
MARSH AREA	
WOODED OR SHRUB AREA	

PROFILE	
GRADE LINE	
ORIGINAL GROUND	
MARSH OR ROCK PROFILE (To be noted as such)	
SPECIAL DITCH	
GRADE ELEVATION	
CULVERT (Profile View)	
UTILITIES	
ELECTRIC	
FIBER OPTIC	
GAS	
SANITARY SEWER	
STORM SEWER	
TELEPHONE	
WATER	
UTILITY PEDESTAL	
POWER POLE	
TELEPHONE POLE	

BEGIN PROJECT 2150-00-71
STA 292+00.00
X= 574874.916
Y= 350292.351

END PROJECT 2150-00-71
STA 447+42.00

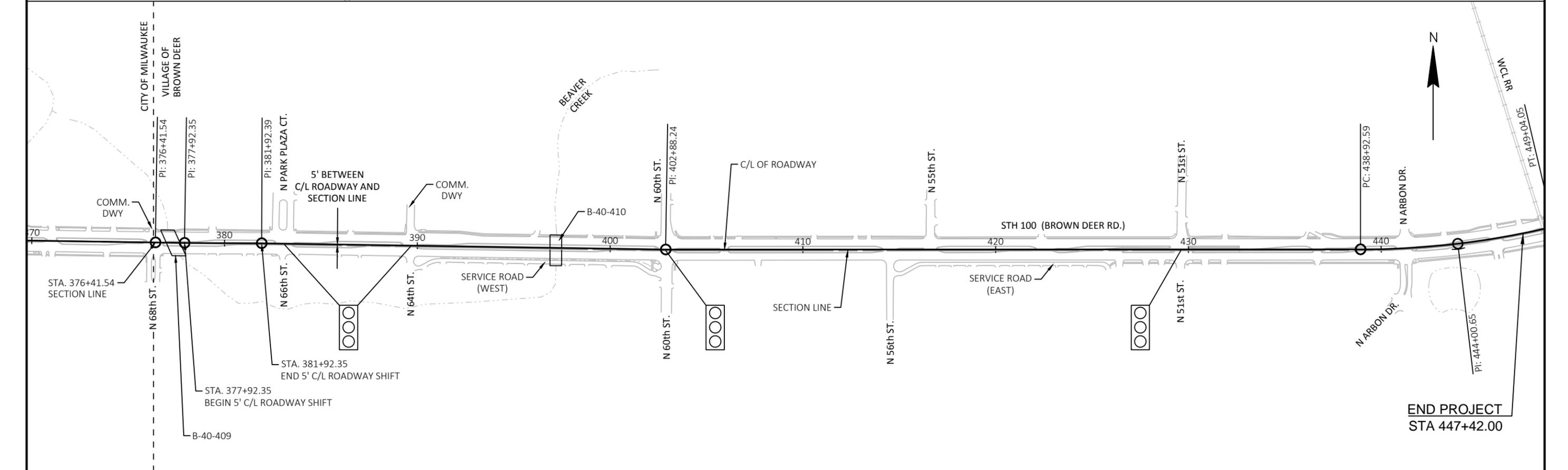
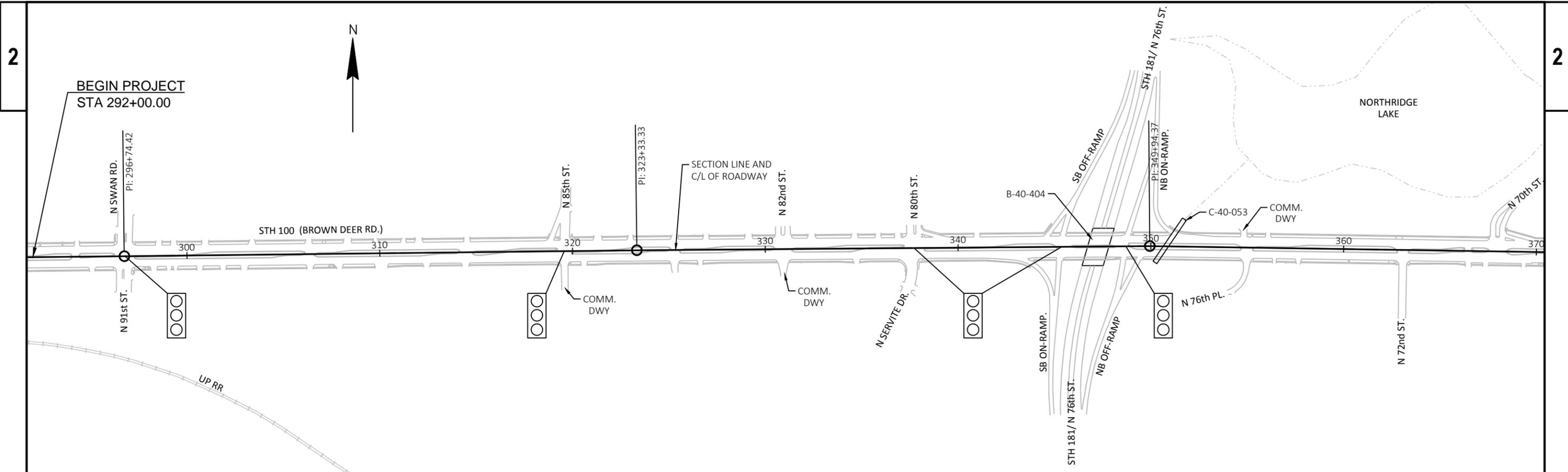


LAYOUT
SCALE 0 1.5 MI
TOTAL NET LENGTH OF CENTERLINE = 3.000 MI.

HORIZONTAL POSITIONS SHOWN ON THIS PLAN ARE WISCONSIN COORDINATE REFERENCE SYSTEM (WISCRS), MILWAUKEE COUNTY, NAD83 (2007), IN U.S. SURVEY FEET. POSITIONS SHOWN ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES ARE THE SAME AS GROUND DISTANCES. ELEVATIONS ARE REFERENCED TO NAVD 88 (2007). GPS DERIVED ELEVATIONS ARE BASED ON GEOID 12A.

STATE OF WISCONSIN DEPARTMENT OF TRANSPORTATION	
PREPARED BY	
Surveyor	SURVEYOR
Designer	DESIGNER
Project Manager	VIDA SHAFFER
Regional Examiner	REGIONAL EXAMINER
Regional Supervisor	REEM SHAHIN
APPROVED FOR THE DEPARTMENT	
DATE:	(Signature)

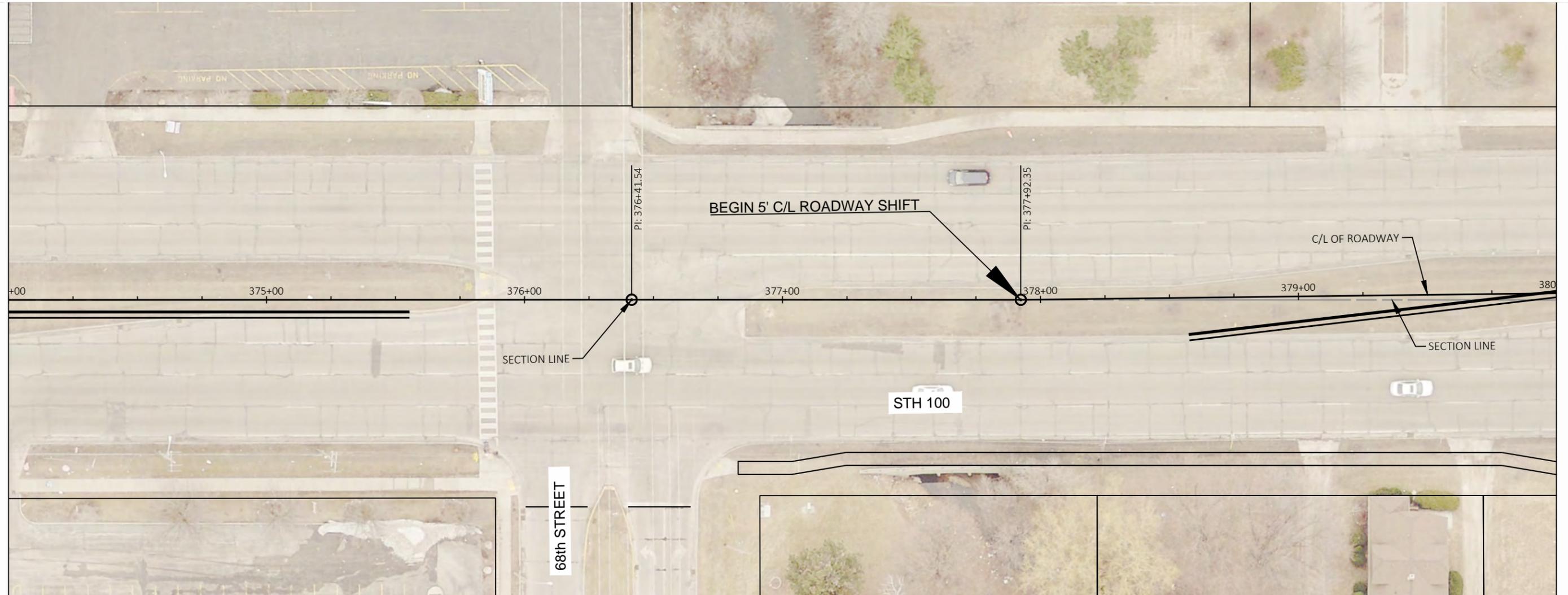
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PROJECT NO: 2150-00-71	HWY: STH 100	COUNTY: MILWAUKEE	PROJECT OVERVIEW	SHEET	E
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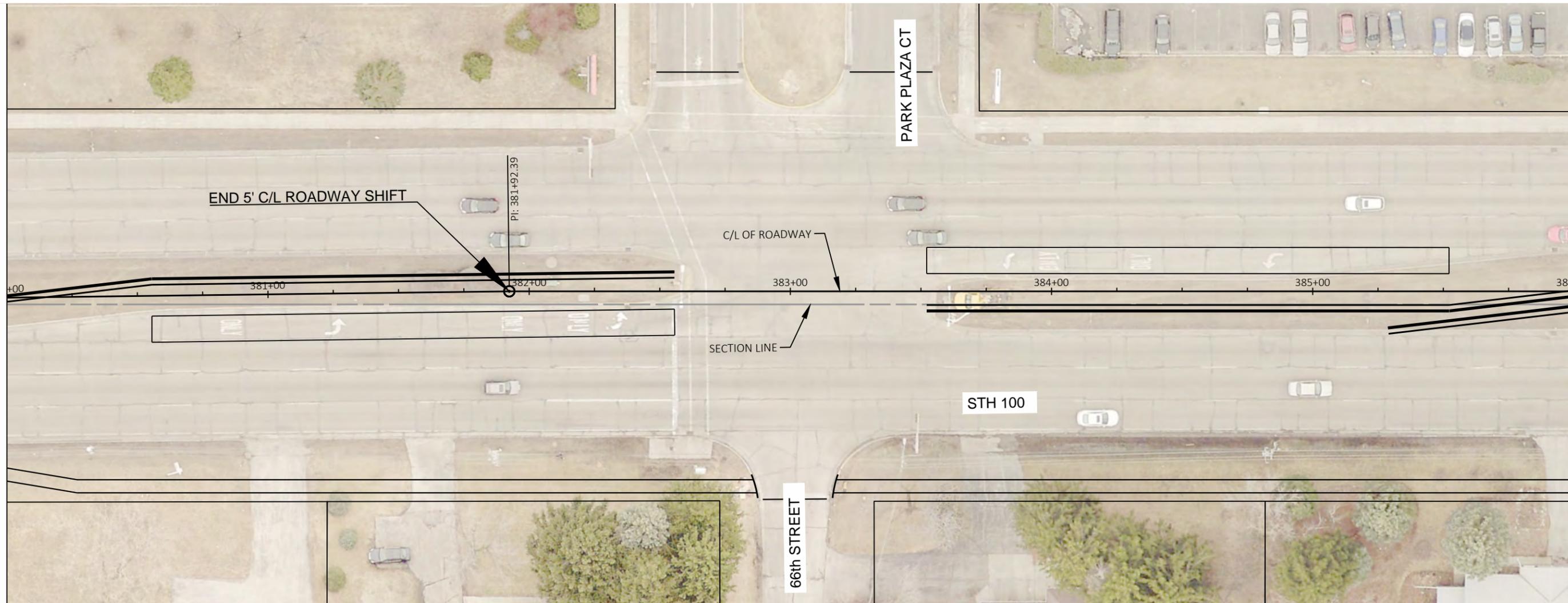
LEGEND

- (XXX) CONCRETE CURB AND GUTTER TYPE X
- (XXX) CONCRETE CURB AND GUTTER TYPE X
- (XXX) CONCRETE SIDEWALK 5-INCH
- (XXX) CONCRETE MEDIAN SLOPED NOSE
- (XXX) CONCRETE DRIVEWAY HES 7-INCH
- (XXX) ASPHALT DRIVEWAY
- (XXX) MILL 4", 4" HMA PAVEMENT
- (XXX) CONCRETE PAVEMENT 7-INCH, 6" BASE AGGREGATE DENSE 1 1/4"
- (XXX) CONCRETE BASE 9-INCH, 6" BASE AGGREGATE DENSE 1 1/4"
- (XXX) CURB RAMP TYPE



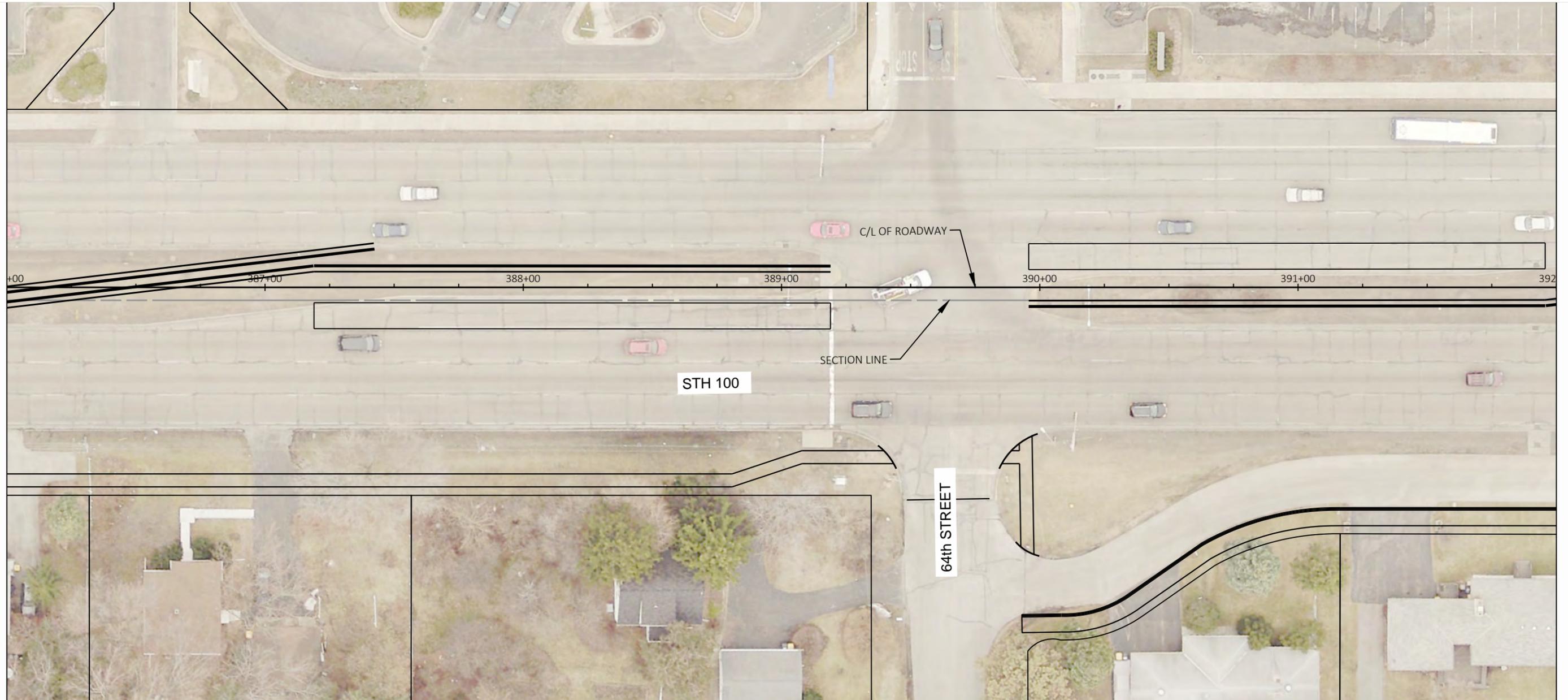
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- (XXX) CURB RAMP TYPE



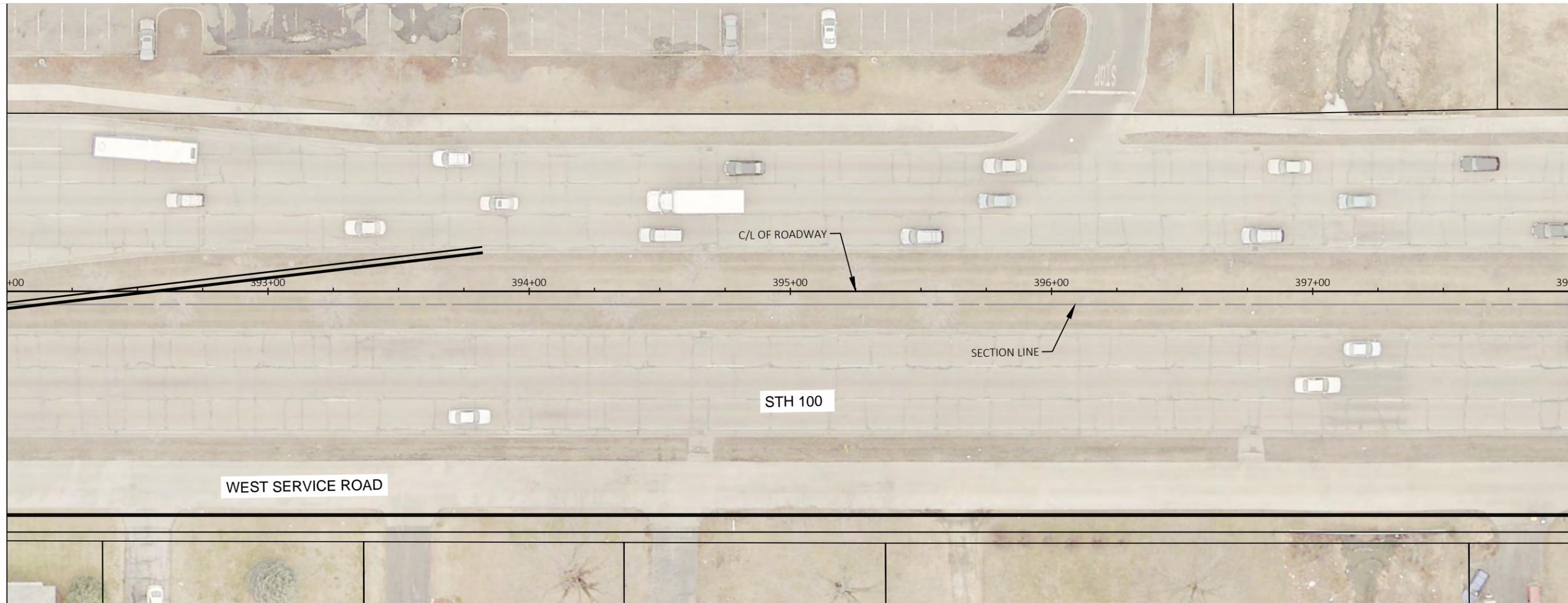
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- (XXX) CURB RAMP TYPE



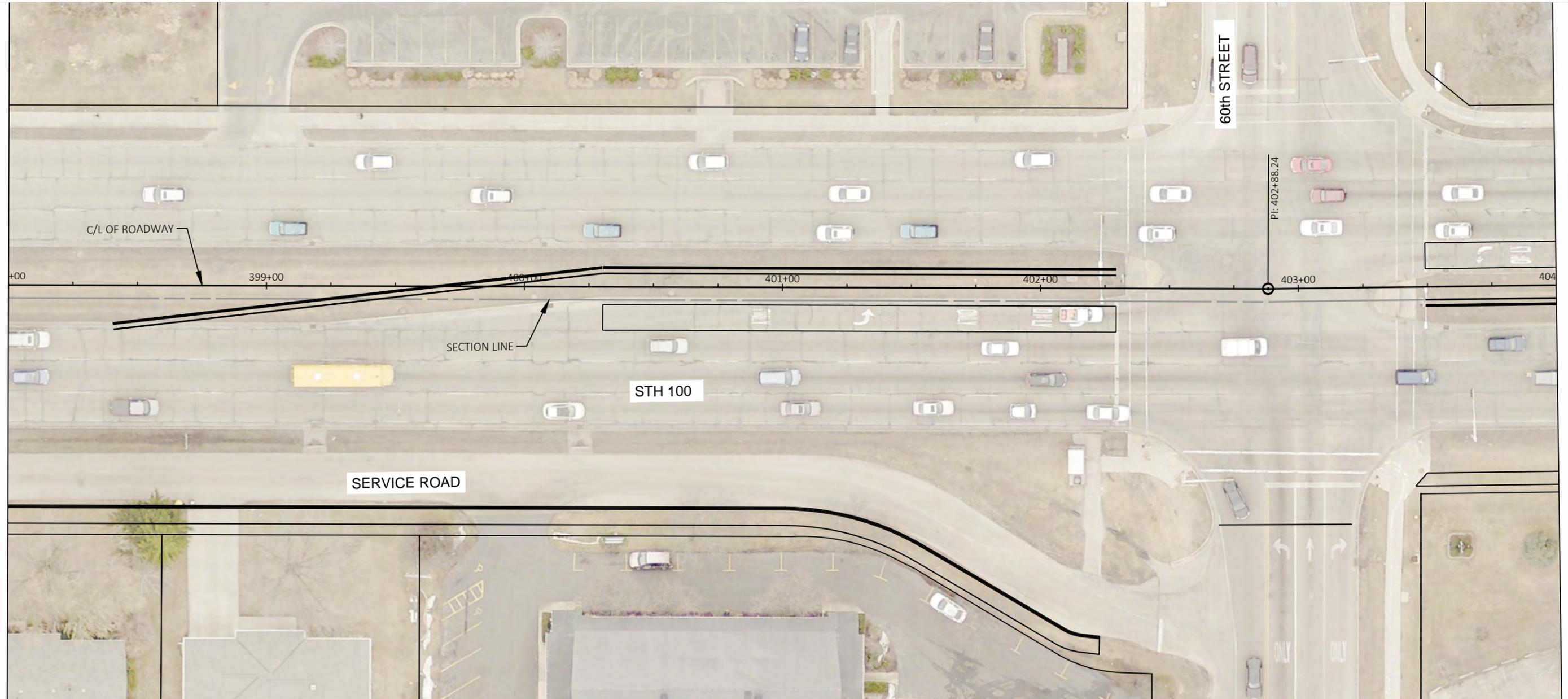
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- (XXX) CURB RAMP TYPE



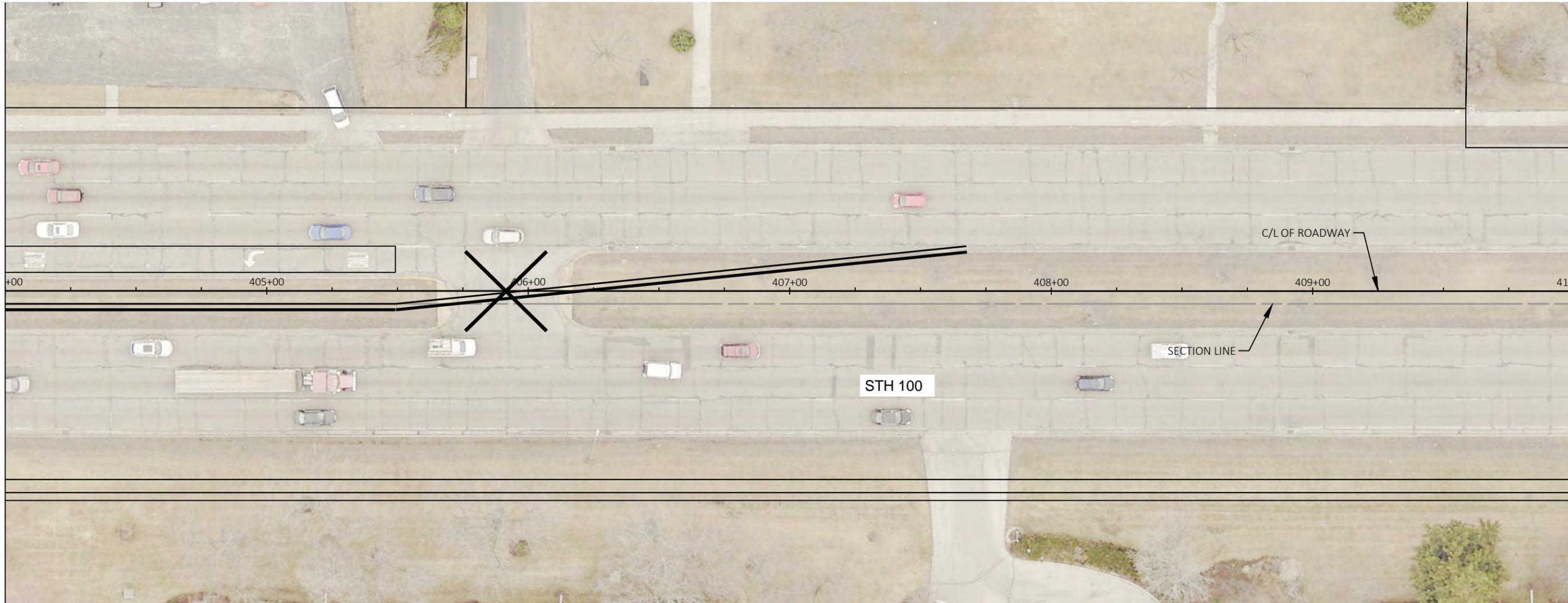
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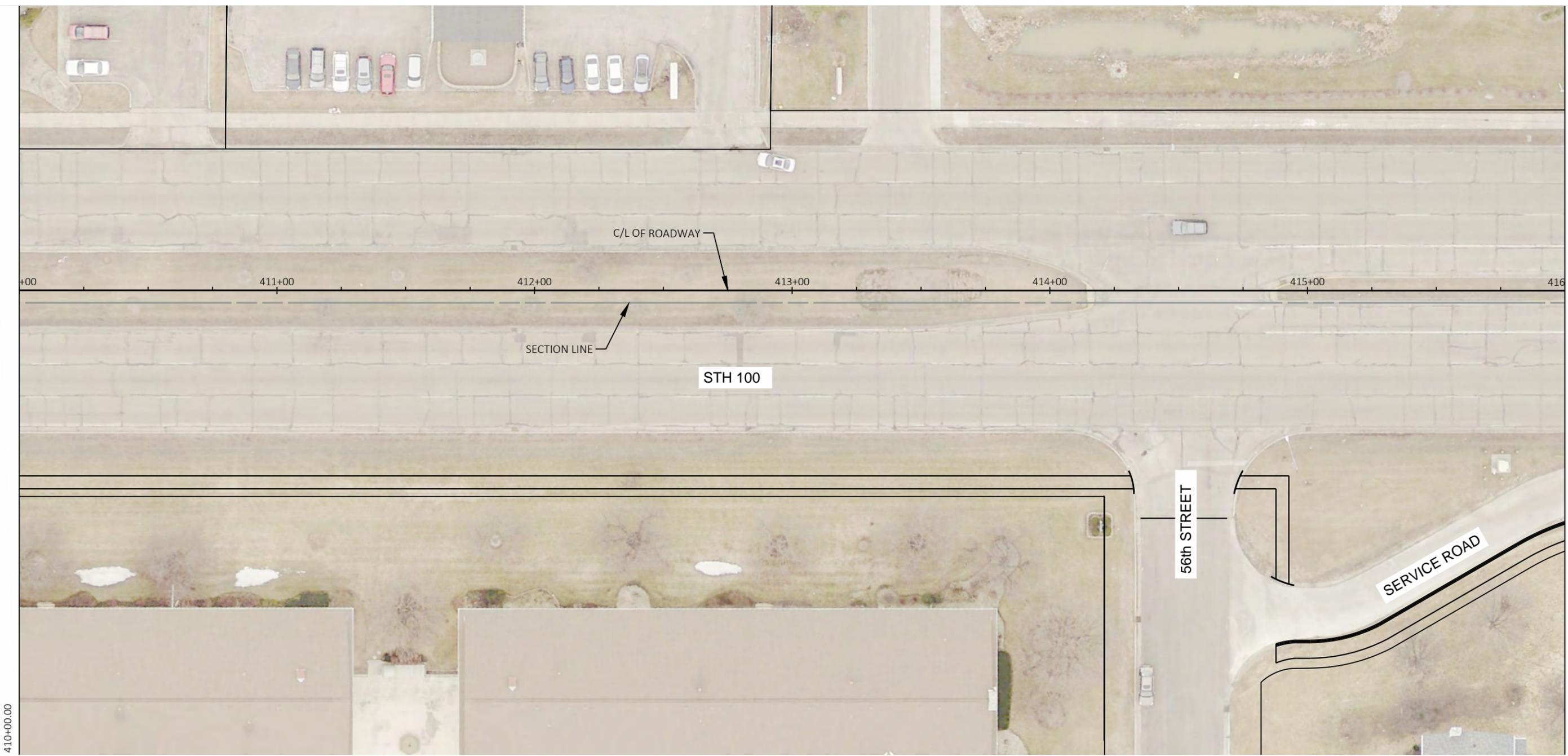
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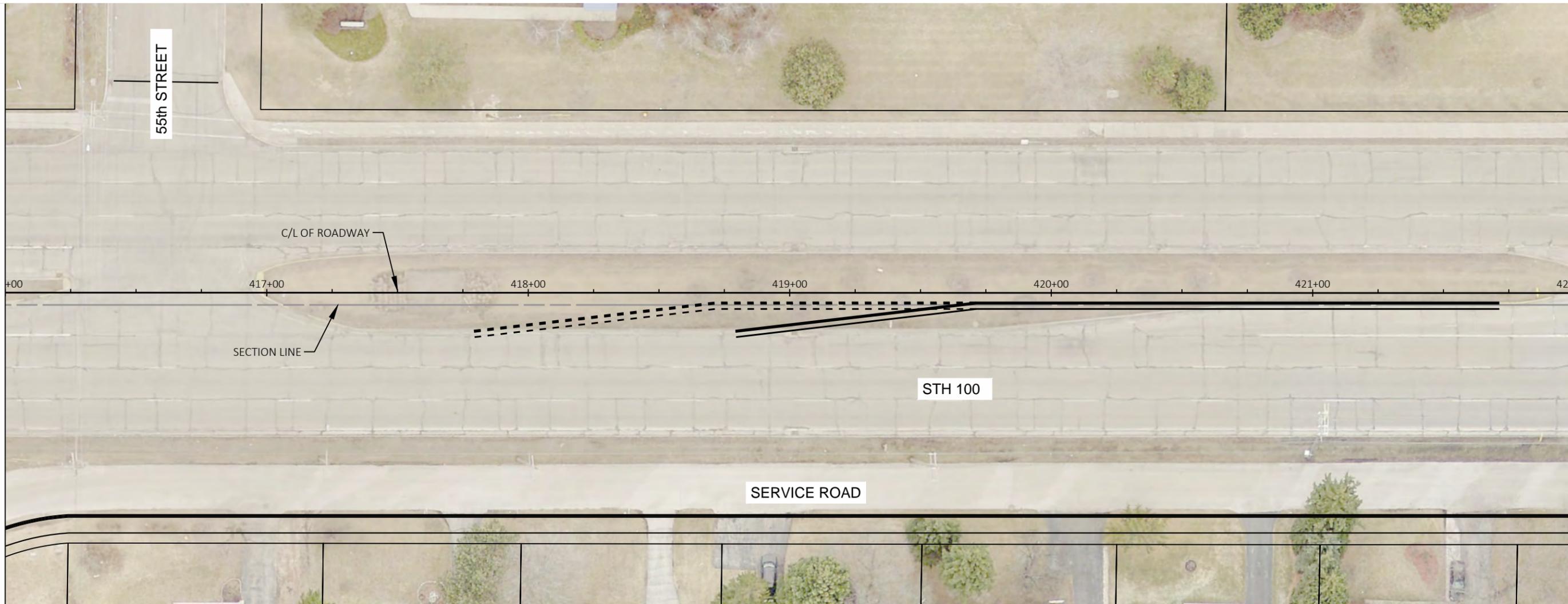
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- (XXX) CURB RAMP TYPE



PROJECT NO: 2150-00-70	HWY: STH 100	COUNTY: MILWAUKEE	PLAN DETAILS	SHEET	E
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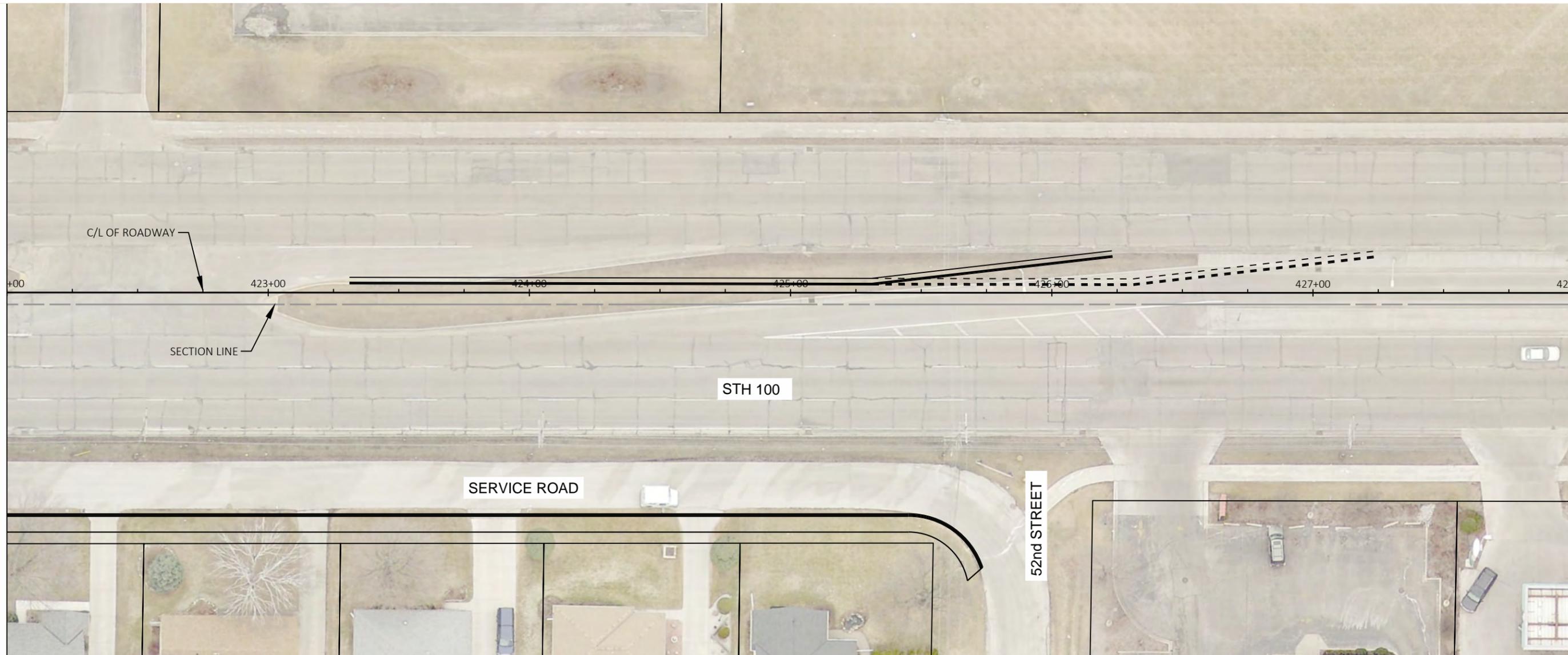
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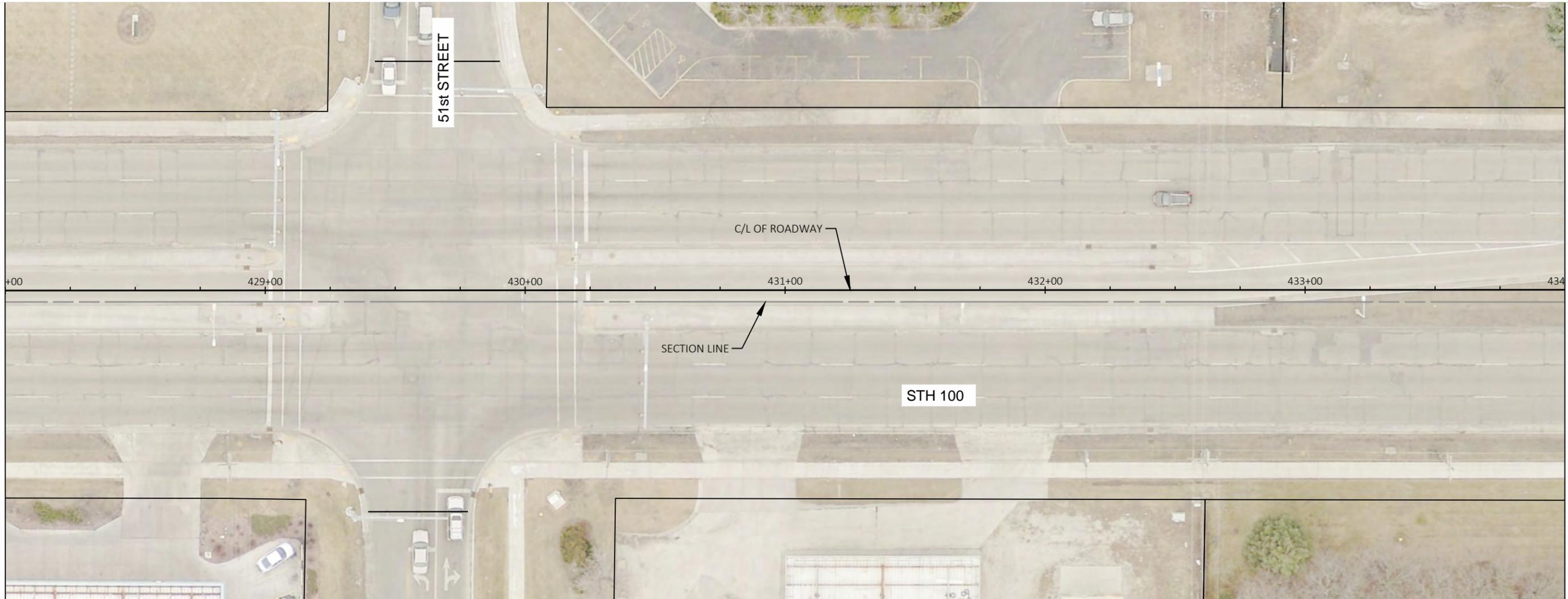
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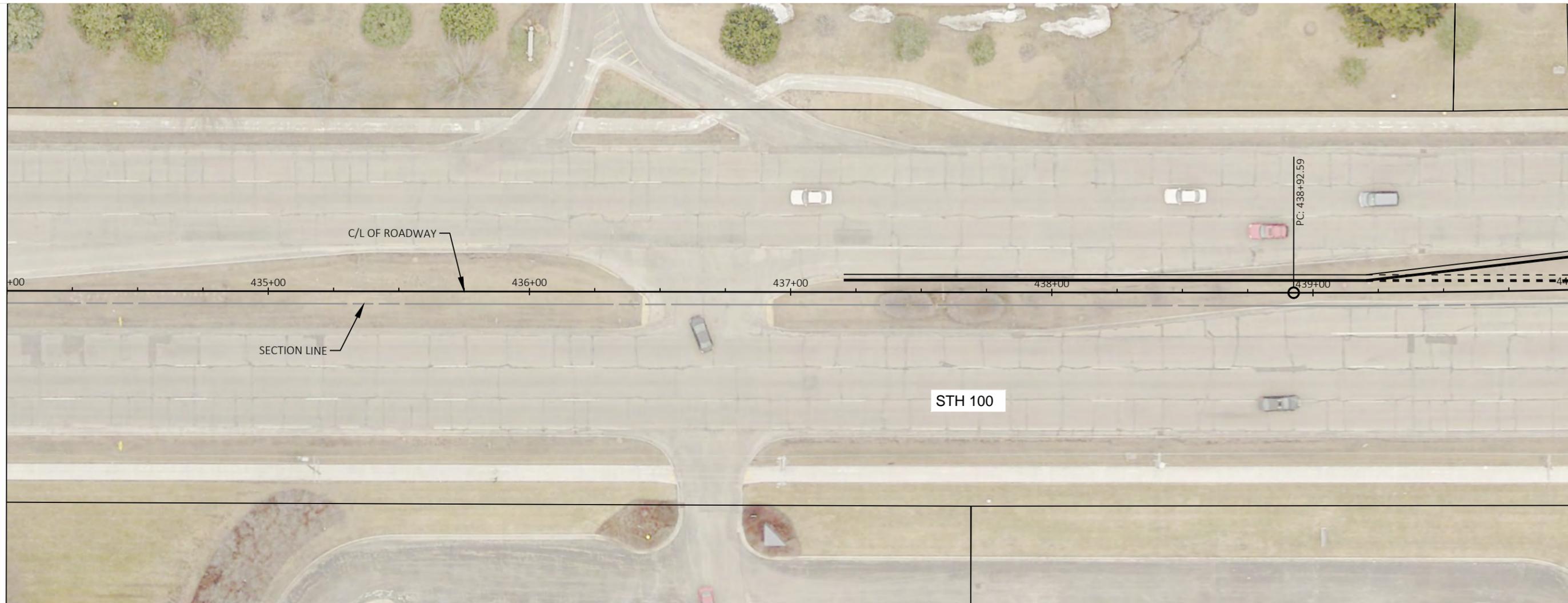
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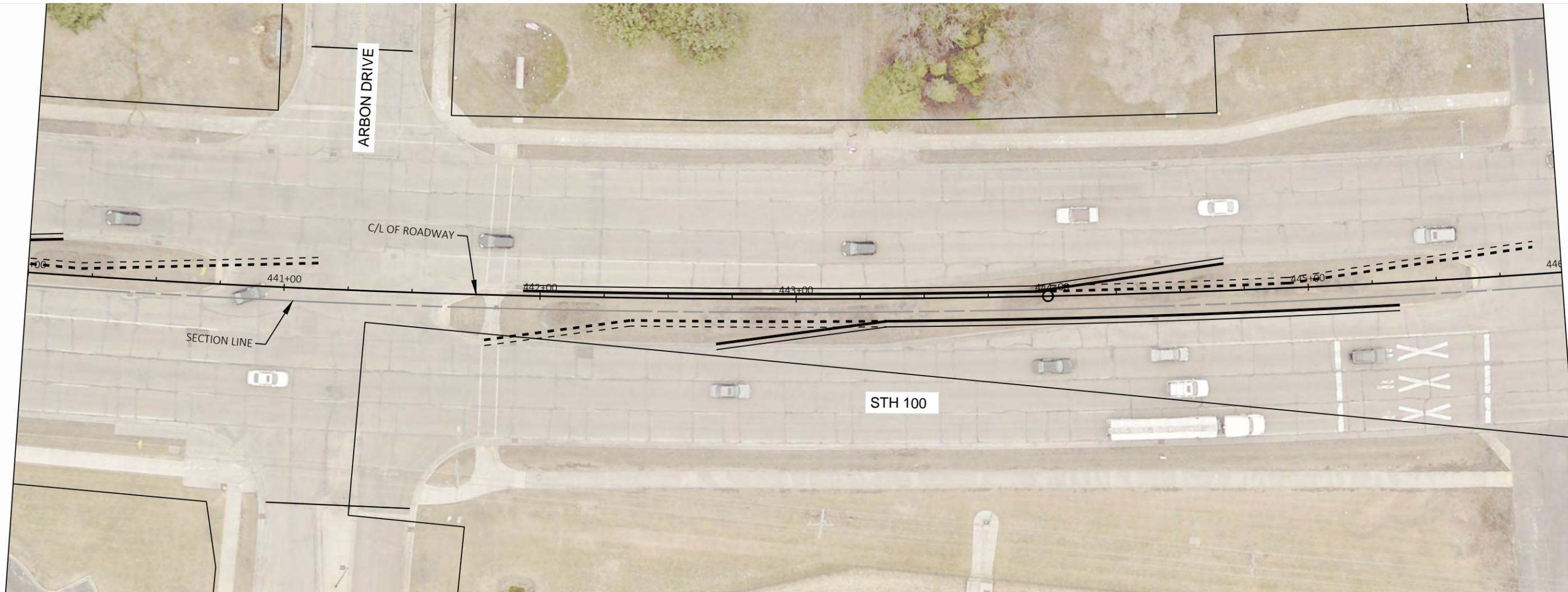
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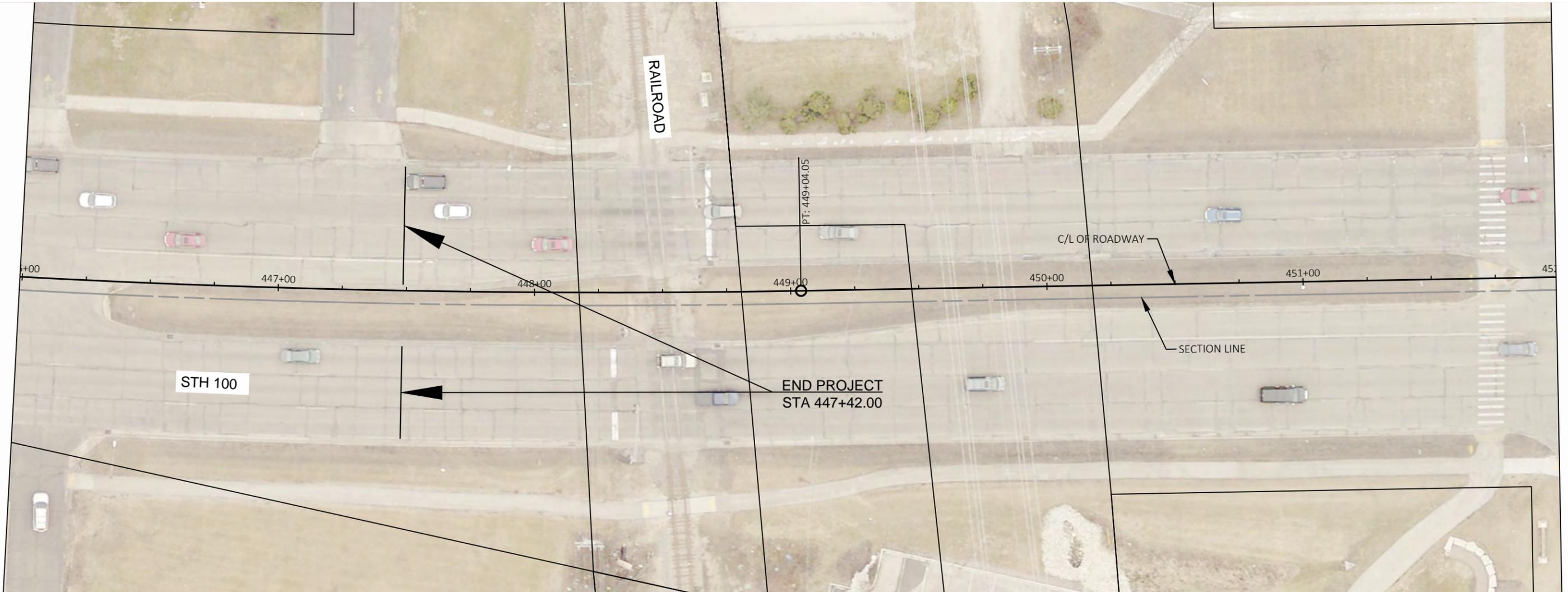
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- (XXX) CURB RAMP TYPE





REQUEST FOR CONSIDERATION

COMMITTEE:	Village Board
ITEM DESCRIPTION:	Digital Document Scanning & Storage w/ GIS
PREPARED BY:	Matthew S. Maederer, PE, Director of Public Works/Village Engineer
REPORT DATE:	August 16, 2018
MANAGER'S REVIEW/COMMENTS:	<input type="checkbox"/> No additional comments to this report. <input type="checkbox"/> See additional comments attached.
RECOMMENDATION:	Approve the Contract with Ruekert Mielke Amending the GIS Services Agreement to include Document Scanning & GIS Linking.
EXPLANATION:	<p>Staff is proposing a document storage and scanning project which will link documents to the GIS site (associated with property addresses). All historical documents will be scanned, and a searchable database developed for use by the public from a portal on the Village's website. Ruekert-Mielke is the Village's GIS developer and would perform the document storage and linking to the website. BPI out of West Allis would be a sub to R&M and perform the actual physical document scanning.</p> <p>All of the documents in the building inspection department would be scanned and linking to each respective property address. Additionally, engineering documents would be scanned and linked too. All documents would be available to the public via the GIS map or a separate portal on the Village's website.</p> <p>The Village of Fox Point recently completed the same project with Ruekert Mielke and the Village's project mirrors theirs. A link to the Fox Point site is as follows:</p> <p>https://foxpoint.ags.ruekert-mielke.com/Documents.aspx</p> <p>FUNDING: The document storage project will be funded partially in 2018 using remaining balance from 2018 CIP projects (see attached CIP summary). The remaining project balance (\$17,000) will be funded in 2019 (included with the 2019 CIP).</p> <p>CONCLUSION: Staff requests recommendation for approval of the contract with Ruekert-Mielke for the document scanning/storage/GIS linking.</p> <p>Attachments:</p> <ul style="list-style-type: none">• Ruekert-Mielke Contract• CIP Excerpt(s)

June 12, 2018

Mr. Matthew S. Maederer, P.E.
Director of Public Works/Village Engineer
Village of Brown Deer
4800 West Green Brook Drive
Brown Deer, WI 53223

Re: GIS Services - ArcGIS Server Website Enhancements Agreement

Dear Matthew,

In follow up to our recent meeting with you and Village Staff, we are providing you with this agreement to enhance the existing ArcGIS Server web application.

With the advancement of internet speeds and mobile technology over the last several years, we continue to expand our GIS services and enhance our user interface & management tools to simplify user access and improve efficiency and productivity for our municipal clients.

To that end, the proposed GIS web application is intended to fulfill the following goals and objectives identified by Brown Deer:

Goal 1: Upload/Link New Documents without having to be within the application.

Goal 2: Have all documents scanned and indexed by BPI Color.

Goal 3: Geocode all scanned documents received from BPI Color.

The following Schedule of Attachments are components of this Agreement by reference:

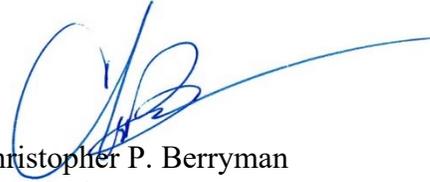
Scope of Services	
Attachment A	Link/Upload Documents Outside Map
Attachment B	Miscellaneous Points - Document Upload
Attachment C	Import and Geocode Scanned Documents
Attachment D	Archiving/Scanning Services
Attachment E	Cost Summary
Attachment F	Ruekert & Mielke, Inc. Standard Terms and Conditions-GIS Version

Mr. Matthew Maederer
GIS Services - ArcGIS Server Website Enhancements Agreement
June 12, 2018
Page 2

These professional services will be provided to you in accordance with the attached two page **GIS Standard Terms & Conditions** dated May 19, 2015 (Attachment F). Please indicate your acceptance of this agreement by having the appropriate authorized official(s) affix their signature(s) where indicated and returning one fully executed copy to our office.

Very truly yours,

RUEKERT & MIELKE, INC.



Christopher P. Berryman
GIS Analyst

cberryman@ruekert-mielke.com

CPB:jkc

Attachments A-F

cc: Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.
Timothy J. Anderson, Ruekert & Mielke, Inc.
File

Mr. Matthew Maederer
GIS Services - ArcGIS Server Website Enhancements Agreement
June 12, 2018
Page 3

CLIENT NAME:

Village of Brown Deer

By: _____

Title: _____

Date: _____

ATTEST:

By: _____

Title: _____

Date: _____

Designated Representative:

Name: _____

Title: _____

Phone Number: _____

CONSULTANT:

Ruekert & Mielke, Inc.

By:  _____
Stanley R. Sugden, P.E.Title: PresidentDate: June 12, 2018

Designated Representative:

Name: Jerad J. Wegner, P.E.Title: Team Leader/Project ManagerPhone Number: 262-953-3006

ATTACHMENT A

Scope Of Services

Link/Upload Documents Outside Map

Ruekert & Mielke, Inc. (R/M) staff will configure the document portal that will allow users to upload/link new documents to properties in the Village.

This search page will display addresses and list any documents associated. There is also an option to allow for additional documents to be attached to an existing address.

Search Address:
Document Type:

Property Address	Documents		
711 FOX ST	View Individual Records	View All	+
711 FOX ST	View Individual Records	View All	+
602 OAKLAND AVE	View Individual Records	View All	+
606 OAKLAND AVE	View Individual Records	View All	+
610 OAKLAND AVE	View Individual Records	View All	+
616 OAKLAND AVE	View Individual Records	View All	+
620 OAKLAND AVE	View Individual Records	View All	+
626 OAKLAND AVE	View Individual Records	View All	+

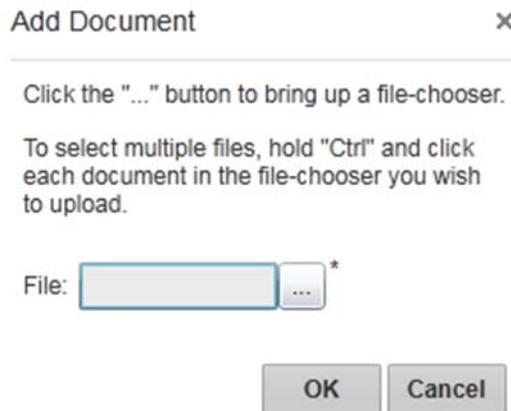
The cost for this task will be \$13,000. After a period of three years there will be a recurring subscription fee for this portal of \$1,500, which will be billed annually. This effort is concentrated on configuring the external capabilities to upload additional documents to a parcel without having to use the map.

ATTACHMENT B

MISCELLANEOUS POINTS - DOCUMENT UPLOAD

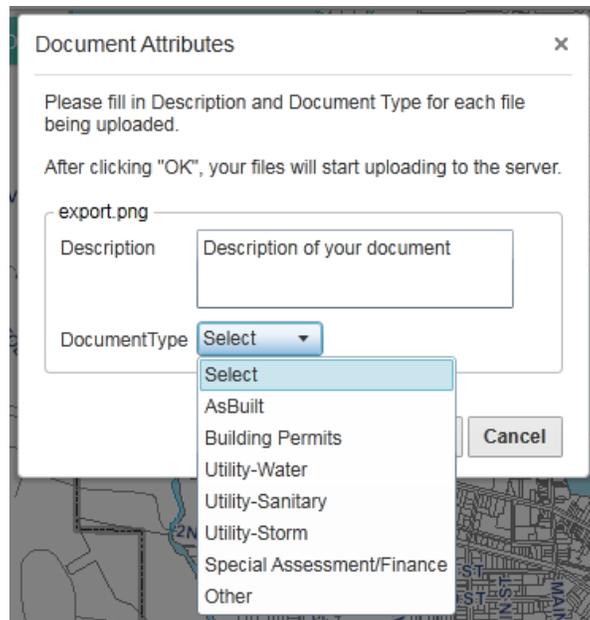
Our web-based tool includes a form for uploading documents and placing their location in the GIS map as document points. Multiple documents can be uploaded at once, creating multiple document points stacked on top of each other. Documents are accessible through identification in the GIS map.

Using the built-in query tools, users can create on-the-fly queries to search for documents based on document type, description, or name.



The 'Add Document' dialog box features a title bar with a close button (X). Below the title bar, there is instructional text: 'Click the "..." button to bring up a file-chooser.' and 'To select multiple files, hold "Ctrl" and click each document in the file-chooser you wish to upload.' Below this text is a 'File:' label followed by a text input field and a file selection button (three dots). At the bottom of the dialog are 'OK' and 'Cancel' buttons.

Select Files to Upload



The 'Document Attributes' dialog box has a title bar with a close button (X). The main text reads: 'Please fill in Description and Document Type for each file being uploaded.' and 'After clicking "OK", your files will start uploading to the server.' Below this, there is a list of files, with 'export.png' selected. For this file, there is a 'Description' text input field containing 'Description of your document' and a 'DocumentType' dropdown menu. The dropdown menu is open, showing options: 'Select', 'AsBuilt', 'Building Permits', 'Utility-Water', 'Utility-Sanitary', 'Utility-Storm', 'Special Assessment/Finance', and 'Other'. A 'Cancel' button is located at the bottom right of the dialog.

Fill out attributes for each file

Document Types include:

- Building Permit
- HVAC Permit
- Electrical Permit
- Plumbing Permit
- Permit
- Legal
- Engineering
- Special Assessment/Finance
- Other

1. Additional document types can be added at no additional cost during development and up to 30 days after the delivery of the product.
2. .DOC, .PDF, .JPG will be the included file types, any other file types (with limitations) can be added for an additional fee.
3. Zip files will not be permitted due to security reasons.
4. Document points can be colored or “themed” by document type upon request. Stacked document points from uploading multiple documents at once will be themed in a separate “Multiple Documents” color or symbol.

ATTACHMENT C

Scope Of Services – Import and Geocode Scanned Documents

Ruekert & Mielke, Inc. (R/M) staff will import scanned documents onto the server. These documents will need to be named in such a way that they relate to a row in a spreadsheet containing document numbers and addresses (i.e. 500 E Main St.). If an address or tax key does not match what the County has on record then the document will be placed manually by R/M Staff or Village Staff.

An example of this is shown below where the *DocumentNo* is the same as the file name that is on the server.

	A	B	C	D	E	F	G	H	I	J
1	DocumentDate	DocumentType	DocumentNo	FileName	FilePath	Owner	Address	Unit	Municipality	Contractor
2	3/10/2010	Building Permits	10024	10024.pdf	Building Permits/10024.pdf	Jim Adkins	410 CTH NN East Unit 1		1 Village of Mukwonago	JRS Construction
3	7/28/2010	Building Permits	10163	10163.pdf	Building Permits/10163.pdf	JSJM Condominium LLC	480 CTH NN Unit 1		1 Village of Mukwonago	Trustway Homes, Inc.
4	1/20/2010	Electrical Permits	10003	10003.pdf	Electrical Permits/10003.pdf	Sandy Belot	370 CTH NN E Unit 1		1 Village of Mukwonago	Uihlein Electric
5	9/2/2010	Electrical Permits	10108	10108.pdf	Electrical Permits/10108.pdf	Trustway Homes	480 CTH NN E Unit 1		1 Village of Mukwonago	Lunz Electric, Inc.
6	3/10/2010	Heating Permits	10011	10011.pdf	Heating Permits/10011.pdf	Campbell Construction	105 Fox St Ste 1		1 Village of Mukwonago	Conditioning Air Design Inc.
7	9/13/2010	Plumbing Permits	10079	10079.pdf	Plumbing Permits/10079.pdf	Trustway Homes	480 HWY NN Unit 1		1 Village of Mukwonago	Alpine Plumbing
8	9/24/2010	Plumbing Permits	10088	10088.pdf	Plumbing Permits/10088.pdf	Trustway Homes	480 CTH NN E Unit 1		1 Village of Mukwonago	Alpine Plumbing
9	3/11/2010	Building Permits	10023	10023.pdf	Building Permits/10023.pdf	BBG Development	100 Main St (105 Fox St) Unit 2		2 Village of Mukwonago	Campbell Construction
10	10/6/2011	Building Permits	11175	11175.pdf	Building Permits/11175.pdf	John & Karon Rogaczewski	450 Cty Rd NN E Unit 2		2 Village of Mukwonago	Robert Reed
11	10/14/2011	Electrical Permits	11135	11135.pdf	Electrical Permits/11135.pdf	John/Karon Ragaczewski	450 Cty Rd NN E Unit 2		2 Village of Mukwonago	Staff Electric

R/M is proposing a cost per sheet of 20 cents per scanned page that will follow along with the cost estimate from BPI Color.

ATTACHMENT D

Scope Of Services – Archive/Scanning Services

Project scope estimations based on reviewing hard copy plans and file cabinets at Village of Brown Deer:

Large Format Scans to PDF Format:

- Includes creation of naming convention for indexing procedure
- Large Format Drawings Estimations
 - Large format hard copy plans = 4,000 sheets

Small Format (11x17 or smaller) Scans to PDF format

- Includes indexing based on naming convention
- Small Format (permits, deeds, etc) – 172,500 images
 - 9 cabinets @ 4 drawers
 - 11 cabinets @ 3 drawers
 - Estimated 2,500 sheets per drawer

Project Pre-Press Small Format – 10 hours

Estimated Project Cost– \$16,445

Note: Total cost of project will be based on actual number of scans completed.

ATTACHMENT E

Cost Summary

Attachment	Scope of Services	Unit	Cost
A.	Link/Upload Documents Outside Map	L.S.	\$13,000
B.	Points - Document Upload (No Fee for 3 years)	SUB	
C.	Import and Geocode Scanned Documents	T.M.	\$ 7,000
D.	Archiving and Scanning Services	L.S.	\$16,445
	TOTAL		\$36,445

L.S. = Lump Sum

T.M. = Time and Materials

SUB = Subscription Tool

Items Not Included:

1. Tool costs indicated are for our standard tools as shown in the provided snapshots. Customization of the forms or tool functionality can be negotiated for an additional fee or completed on a time & material basis.

A. Standards of Performance

The standard of care for all professional consulting and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Consultant.

B. Authorized Representative

With the execution of this Agreement, Consultant and Owner shall designate specific individuals to act as Consultant's and Owner's representatives with respect to the services to be performed or furnished by Consultant and duties and responsibilities of Owner under this Agreement. Such individuals shall have authority to transmit instructions, receive information, and render decisions relative to the Assignment on behalf of the respective party whom the individual represents.

C. Payments to Consultant

Invoices will be prepared in accordance with Consultant's standard invoicing practices and will be submitted to Owner by Consultant monthly, unless otherwise agreed. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Consultant for services and expenses within 30 days after receipt of Consultant's invoice therefor, the amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Consultant may, after giving seven days written notice to Owner, suspend services under this Agreement until Consultant has been paid in full all amounts due for services, expenses, and other related charges.

D. Ownership and Reuse of Documents

All materials developed, prepared, completed, or acquired by Consultant during the performance of the services specified in this contract, including all finished or unfinished surveys, data, drawings, maps, photographs, and reports, shall become the property of Owner and shall be delivered to Owner during the contract period. Such materials shall not be released by Consultant or used for other purposes at any time without the written approval of Owner.

No drawings, maps, photographs, documents, reports, or other data prepared or completed under this contract agreement shall be copyrighted by Consultant, nor shall any notice of copyright be registered by Consultant in connection with any such material prepared or completed under this contract.

E. Owner Provided Information

Consultant shall have the right to rely on the accuracy of any information provided by Owner. Consultant will not review this information for accuracy.

F. Access

Owner shall arrange for safe access to and make all provisions for Consultant and Consultant's consultants to enter upon public and private property as required for Consultant to perform services under this Agreement.

G. Limit of Liability

To the fullest extent permitted by law, the total liability, in the aggregate, of Consultant and Consultant's officers, directors, partners, employees, agents, and consultants, or any of them to Owner and anyone claiming by, through, or under Owner, for any and all injuries, losses, damages and expenses, whatsoever arising out of, resulting from, or in any way related to this Agreement from any cause or causes including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract or warranty, express or implied, of Consultant or Consultant's officers, directors, partners, employees, agents, and Consultants, or any of them, shall not exceed the total amount of \$2,000,000.00.

H. Insurance

Consultant will maintain insurance coverage for Workers' Compensation, General Liability, and Automobile Liability and will provide certificates of insurance to Owner upon request.

I. Termination of Contract

Either party may at any time terminate this Agreement with 7 days written notice for cause in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. Owner may terminate this Agreement for convenience with 30 days written notice, or the Project may be suspended by Owner with 30 days written notice. In the event of suspension or cancellation for convenience by Owner, Owner shall pay to Consultant all amounts owing to Consultant under this Agreement, for all work performed up to the effective date of notice.

J. Indemnification and Allocation of Risk

1. To the fullest extent permitted by law, Consultant shall indemnify and hold harmless Owner, Owner's officers, directors, partners, and employees from and against costs, losses, and damages (including but not limited to reasonable fees and charges of consultants, architects, attorneys, and other professionals, and reasonable court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Consultant or Consultant's officers, directors, partners, employees, and consultants in the performance of Consultant's services under this Agreement.

ATTACHMENT F

2. To the fullest extent permitted by law, Owner shall indemnify and hold harmless Consultant, Consultant's officers, directors, partners, employees, and consultants from and against costs, losses, and damages (including but not limited to reasonable fees and charges of consultants, architects, attorneys, and other professionals, and reasonable court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Owner or Owner's officers, directors, partners, employees, and consultants with respect to this Agreement.

3. To the fullest extent permitted by law, Consultant's total liability to Owner and anyone claiming by, through, or under Owner for any injuries, losses, damages and expenses caused in part by the negligence of Consultant and in part by the negligence of Owner or any other negligent entity or individual, shall not exceed the percentage share that Consultant's negligence bears to the total negligence of Owner, Consultant, and all other negligent entities and individuals.

4. The indemnification provision of paragraph J.1. is subject to and limited by the provisions agreed to by Owner and Consultant in paragraph G. "Limit of Liability," of this Agreement.

K. Independent Contractor

All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Consultant and not for the benefit of any other party. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either Owner or the Consultant. Consultant's services under this Agreement are being performed solely for the Owner's benefit, and no other entity shall have any claim against Consultant because of this Agreement or the performance or nonperformance of services hereunder. Owner agrees to include a provision in all contracts with Contractors and other entities involved in this project to carry out the intent of this paragraph.

L. Force Majure

Consultant shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this Agreement resulting from any cause beyond Consultant's reasonable control.

M. Severability and Waiver of Provisions

Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Consultant, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

N. Dispute Resolution

Owner and Consultant agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in questions between them arising out of or relating to this Agreement or the breach thereof ("disputes") to mediation as a condition precedent to litigation. This Agreement shall be interpreted according to and governed by the laws of the State of Wisconsin.

O. Public Records

Consultant agrees to comply with the requirements of Wisconsin Statutes Sections 19.32 to 19.39 and Sections 19.81 to 19.98 – Wisconsin Public Records Law and Open Meetings Law.

END OF DOCUMENT

Project Description	Project Number	2018 Project Requests	GO Debt	Property Tax Levy	Actual Levy Spent	Utilities Fund	Unfunded Requests
Available Funds			\$300,000	\$372,000			
Unspent Funds available			\$504,000	\$0			
Community Services							
Bradley Road (West) N. 51st to N. 66th	CS-18-01	\$250,000	\$250,000				
Crack sealing	CS-18-02	\$20,000	\$20,000				
Re-Paving Program	CS-18-03	\$300,000	\$300,000				
Web Based GIS		\$20,000					\$20,000
Police Department							
Police Vehicles	PD-18-01	\$115,000		\$115,000	\$115,000		
Body Armor & Small Equipment	PD-18-02	\$10,000		\$10,000	\$10,000		
Body Worn Cameras		\$32,000					\$32,000
Department Remodel		\$10,000					\$10,000
Surveillance System (Village Hall)		\$50,000					\$50,000
Fire Department							
Annual contribution for capital	FD-18-01	\$209,000	\$209,000				
Dispatch Center							
Annual contribution for capital	DC-18-01	\$25,000	\$25,000				
Manager's Office							
Wireless Network Village Hall / PD	MO-18-01	\$12,000		\$12,000	\$0		
Computer replacement program		\$12,000					\$12,000
Door Frame Replacement		\$5,300					\$5,300
Floor Tile Replacement in PD		\$6,000					\$6,000
Carpet Replacement (Village Hall)		\$40,000		\$40,000	\$0		
Boiler Replacement		\$60,000					\$60,000
Library							
Staff PCs and Peripherals		\$25,000		\$25,000	\$24,000		
Park and Recreation							
Wibit Obstacle		\$50,000					\$50,000
Community Center Painting Interior		\$5,000					\$5,000
Fairy Chasm Ball Diamond		\$5,000					\$5,000
Public Works							
5 YD Truck Replacement (No. 80)	DPW-18-01	\$70,000		\$70,000	\$58,901	\$105,000	
3/4 Ton Patrol Truck (Truck # 70)	DPW-18-02	\$40,000		\$40,000	\$39,757		
3/4 Ton Patrol Truck (Truck # 74)	DPW-18-03	\$40,000		\$40,000	\$39,070		
Shop Tools & Equipment		\$15,000					\$15,000
Beautification Projects		\$5,000					\$5,000
Emerald Ash Borer (EAB) Treatment	DPW-18-04	\$20,000		\$20,000	\$15,363		
Village Identification Signs (Street Name)		\$5,000					\$5,000
Total							
			\$1,456,300	\$804,000	\$372,000	\$302,091	\$280,300
Balance							
			\$0	\$0			
				Remaining Levy	\$69,909		
Special Projects							
	Cost	2018	2019				
Electronic Document Storage (split years)	\$36,445	\$30,169	\$17,000				
Streetscaping Planning	\$39,740	\$39,740	\$0				
Total:	\$76,185	\$69,909	\$17,000				

Project Description	Project Number	2019 Project Requests	GO Debt	Property Tax Levy	Unfunded Requests
Available Funds			\$1,165,000	\$372,000	
Community Services					
Cracksealing	CS-19-01	\$20,000	\$20,000		
Re-Paving Program	CS-19-02	\$500,000	\$500,000		
API Park (Clean up and Planning)	CS-19-03	\$75,000	\$75,000		
Green Bay / Brown Deer Streetscape	CS-19-04	\$50,000	\$50,000		
Digital Files	CS-19-05	\$17,000		\$17,000	
SideWalk Connect		\$225,000			\$225,000
Police Department					
Police Vehicles	PD-19-01	\$120,000		\$120,000	
Body Armor	PD-19-02	\$14,000		\$14,000	
Squad Video Cameras	PD-19-03	\$30,000		\$30,000	
Automatic License Plate Reader		\$18,000			\$18,000
Fire Department					
Annual contribution for capital	FD-19-01	\$208,144	\$208,144		
Dispatch Center					
Annual contribution for capital	DC-19-01	\$28,000	\$28,000		
Manager's Office					
Computer replacement program	MO-19-01	\$12,000		\$12,000	
Window Replacment	MO-19-02	\$15,000		\$15,000	
Door Frame Replacment	MO-19-03	\$6,000		\$6,000	
Library					
		\$0			
Park and Recreation					
Community Center Paiting Interior	PR-19-01	\$5,000		\$5,000	
Fairy Chasm Ball Diamond	PR-19-02	\$5,000		\$5,000	
Pond Valve	PR-19-03	\$3,000		\$3,000	
Public Works					
Tractor Replacement	PW-19-01	\$60,000		\$60,000	
Skidsteer	PW-19-02	\$65,000		\$65,000	
Beautification Projects	PW-19-03	\$5,000			\$5,000
Shop Tools & Equipment	PW-19-04	\$15,000			\$15,000
Emerald Ash Borer Treatment	PW-19-05	\$20,000		\$20,000	
Total					
		\$1,516,144	\$881,144	\$372,000	\$263,000
Balance					
			\$283,856	\$0	



REQUEST FOR CONSIDERATION

COMMITTEE: Village Board				
ITEM DESCRIPTION: 2019 Community Development Block Grant Application				
PREPARED BY: Erin Hirn, Assistant Villager Manager				
REPORT DATE: August 20, 2018				
MANAGER'S REVIEW/COMMENTS: <input type="checkbox"/> No additional comments to this report. <input type="checkbox"/> See additional comments attached.				
RECOMMENDATION: To approve the submittal of the Milwaukee County Community Development Block Grant Program application for program year 2019 funding.				
<p>EXPLANATION: Attached are the applications for the 2019 Milwaukee County Community Development Block Grant (CDBG) program. By approving the applications, the Board authorizes the Village to accept any funds granted by the County to implement for the purpose of which the applications describe.</p> <p>Similar to previous years, Village staff is proposing to apply for the funding of the Senior Citizens Club operations.</p> <p>The application will be for the ongoing funding of the Senior Citizens Club operations. Staff has prepared a funding request that is intended to address all of the Senior Citizens Club operations costs including program supervisors, Park & Recreation staff time, utility sharing costs, and building maintenance costs.</p> <p>The proposed dollar amount for each application is as follows:</p> <table><tr><td>1. Rent/Operations Cost for Senior Citizens Club operations</td><td>\$16,000</td></tr></table> <p>The other application this year is for a capital improvement projects through CDBG. This project is as follows:</p> <table><tr><td>1. Teutonia Sidewalk Connection</td><td>\$208,000</td></tr></table> <p>The listed project will only be accepted if we receive full funding through the Community Development Block Grant program.</p> <p>Should you have any questions prior to the meeting, please feel free to contact me at 371-3052.</p>	1. Rent/Operations Cost for Senior Citizens Club operations	\$16,000	1. Teutonia Sidewalk Connection	\$208,000
1. Rent/Operations Cost for Senior Citizens Club operations	\$16,000			
1. Teutonia Sidewalk Connection	\$208,000			



Milwaukee County

Community Development Block Grant Program

Fiscal Year 2019 CDBG Application Informational Packet Public Service – Economic Development - Housing

Agency Name: _____

Project Name: _____

The following items shall be submitted to ensure a complete application for 2019 funding process:

- _____ Application, including Appendix C Budget Information
- _____ Application Checklist
- _____ Questionnaire regarding Conflict of Interest and Procurement Policies
- _____ Certification regarding CDBG Application Submission for Project Category
Public Service (PS), Economic Development (ED), Housing
- _____ Certifications Required of All Recipients of CDBG Funding
- _____ Designated Authorized Signatures
- _____ Attend a 2019 Application Training Session

All of the above information must be complete, including signatures/initials of person(s) authorized to sign documents on the Agency's behalf. See Page 6 for a more detailed checklist.

Applications are due by **NOON on THURSDAY, AUGUST 23, 2018.**

Applications can be submitted:

By mail to: Milwaukee County CDBG
600 West Walnut Street, Suite 100
Milwaukee, WI 53212

If mailed, must be postmarked August 23rd or earlier to be considered.

By email to: CDBGapplications@milwaukeecountywi.gov

If emailing, please include your Agency's name in the subject of the email.

For application questions or assistance, contact:

Victoria Toliver

or

Diane Tsounis

victoria.toliver@milwaukeecountywi.gov

diane.tsounis@milwaukeecountywi.gov

414-278-2948

414-278-5250

Milwaukee County

Community Development Block Grant (CDBG) Program

Background

The Community Development Block Grant program was established by Congress in 1974 with passage of the Housing and Community Development Act and is administered by the United States Department of Housing and Urban Development (HUD). This program provides funds to municipalities and other units of government around the country to develop viable urban communities. This is accomplished by providing affordable, decent housing, a suitable living environment and by expanding economic opportunities principally for low and moderate income persons. Although local units of government develop their own programs and funding priorities, all activities must be consistent with one or more of the following HUD National Objectives:

- Principally benefits low- and moderate-income persons
- Prevents or eliminates slum or blight
- Addresses an urgent need or problem or need in the community (e.g. natural disaster)

As an entitlement Urban County under the CDBG program, Milwaukee County receives annual funding allocations from the federal government to fund activities to address these national objectives.

As a funding recipient, Milwaukee is required to submit an Annual Action Plan that describes how the Urban County will utilize federal funds to address the national objectives in a manner that will produce the greatest measurable impact on the Urban County communities. The lead agency responsible for submission of this Plan to HUD is the Milwaukee County Department of Health and Human Services.

The statutes for the federal formula grant programs set forth three basic goals against which the Plan and the County's performance under the Plan will be evaluated by HUD. The County must state how it will pursue these goals for all community development programs.

HUD Statutory Program Goals

1. Decent Housing including, but not limited to:

- Assisting homeless persons to obtain affordable housing;
- Assisting person at risk of becoming homeless;
- Retaining the affordable housing stock
- Increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status or disability;
- Increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence; and,
- Providing affordable housing that is accessible to job opportunities

2. Suitable Living Environment including, but not limited to:

- Improving the safety and livability of neighborhood;
- Eliminating blighting influences and the deterioration of property and facilities;
- Increasing access to quality public and private facilities and services;
- Reducing the isolation of income groups within the areas through special deconcentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods;
- Restoring and preserving properties of special historical, architectural, or aesthetic value; and,
- Conserving energy resources and use of renewable energy sources

3. Expanded Economic Opportunities including, but not limited to:

- Job creation and retention;
- Establishment, stabilization and expansion of small businesses (including micro-businesses);
- The provision of public services concerned with employment;
- The provision of jobs to low-income persons living in areas affected by these programs and activities, or jobs resulting from carrying out activities under programs covered by the Plan;
- Availability of mortgage financing for low-income persons at reasonable rates using non-discriminatory lending practices;
- Access to capital and credit for development activities that promote the long-term economic and social viability of the community; and,
- Empowerment and self-sufficiency for low-income persons to reduce generational poverty in federally assisted housing public housing.

Long-term outcomes linked to these goals are:

- **Availability/Accessibility:** This outcome relates to programs that make services, housing infrastructure, public services, or shelter accessible or available to low- and moderate-income persons, including those with special needs and/or disabilities.
- **Affordability:** This outcome relates to programs that provide affordability to low- or moderate-income persons and can include affordable housing.
- **Sustainability:** This outcome relates to programs that improve communities and promote viability, such as removing slums and blight, or other services that sustain communities.

Definitions

- **Income:** Grantees may select any of three definitions of income: (1) Annual income as defined under Section 8 (24 CFR Part 5); (2) Annual income as reported under the census long form; or (3) Adjusted gross income as defined by the IRS Form 1040.
*Milwaukee County uses the Section 8, 24 CFR Part 5 definition of income.
- **Low- and Moderate-Income:** Family or household with an annual income less than the Section 8 Low Income Limit, generally 80% of the area median income, as established by HUD
 - **Extremely Low Income:** Family or household with an annual income equal to or less than 30% of the area median income, as established by HUD.
 - **Very Low Income:** Family or household with an annual income equal to or less than 50% of the area median income, as established by HUD.
- **Family:** As defined in 24 CFR Part 5.403, includes, but is not limited to, the following, regardless of actual or perceived sexual orientation, gender identity, or marital status: (1) a single person, (2) a group persons residing together.
- **Household:** All persons occupying a housing unit.
- **Micro-Business:** A business that has five or fewer employees, one or more of whom owns the business.

Background: National Objectives

Federal regulations require that activities funded with CDBG must meet one of HUD's three national objectives:

1. **Benefit low- and moderate-income (LMI) persons/households** (at or below 80% of median family income for the County, as defined by HUD; 70% of the County's annual expenditures must be for LMI activities).
 - a. **Limited Clientele Benefit (LMC):** Activity benefits LMI individuals (at least 51% of beneficiaries must be LMI)
 - i. Certain categories of limited clientele are presumed to be LMI beneficiaries under CDBG regulations. The activity must serve this clientele exclusively. **(LMC/PB)** *Reference §570.208(a)(2)(i)(A)*
 1. Elderly
 2. Severely disabled adults
 3. Abused children
 4. Battered spouses
 5. Illiterate adults
 6. Persons with AIDS
 7. Migrant farm workers
 - b. **Housing Benefit (LMH):** activity carried out for the purpose of providing or improving permanent residential structures which, upon completion, will be occupied by low- and moderate-income households
 - i. 100% of single-family units must be occupied by households at or below 80% of median family income;
 - ii. 51% of multi-family units must be occupied by households at or below 80% of median family income. *Reference §570.208(a)(3)*
 - c. **Job Creation/Retention Benefit (LMJ):** activity creates or retains jobs of which at least 51% must be taken by or made available to LMI persons. *Reference §570.208(a)(4)*
 - d. **Low- and Moderate-Income Area Benefit (LMA):** activity will be available to or benefit all residents in an area that is primarily residential and is located in a census tract where 42.8% or more of the population is low-moderate income. (Not applicable to housing activities) *Reference §570.208(a)(1)*
2. **Prevent or Eliminate Slum or Blight (SBA or SBS)**
 - a. Area basis (eligible areas are determined by local ordinance) *Reference §570.208(b)(1)*
 - b. Spot basis (specific properties are determined by local ordinance) *Reference §570.208(b)(2)*
3. **Meet a Community Urgent Need** (typically natural disasters) *Reference §570.208(c)*

*This national objective is not applicable for this application.

Milwaukee County 2019 Priorities for Funding/Eligible Activities

The Consolidated Plan and Annual Plan are both data driven and involve enhanced citizen participation. Utilizing the data from focus groups, public meetings, and input from Urban County and Consortium participating jurisdictions, the following 2019 priorities have been identified:

- **Affordable Housing:**
 - Maintain and improve the existing supply of rental and homeowner housing; increase the supply of affordable housing for rental and homeowners; rehab owner-occupied housing; provide minor rehab/accessibility for renter and owner-occupied housing; provide assistance for home ownership; provide security deposit assistance.
 - Eligible National Objectives: **LMH**

- **Public Services:** *References §507.201(e) (Note: The amount of CDBG funds available to support public service activities is limited to 15% of the total CDBG grant awarded for that year plus program income received in the preceding program year.)*
 - Provide health and recreational services to the elderly, disadvantaged; provide recreational/educational opportunities for youth; assist with crime awareness/drug abuse programs; provide support services for LMI persons seeking self-sufficiency, jobs, housing counseling.
 - Eligible National Objectives: **LMC, LMC/PB, LMA**

- **Public Infrastructure/Capital Improvements:**

Rehabilitation/construction of facilities for LMI services; provide infrastructure to meet LMI needs, remove blight, and improve parks.

 - Eligible National Objectives: **LMC, LMA, SBA, SBS**

- **Economic Development:**
 - Provide TA to persons starting a business; provide financial assistance to micro- businesses to create jobs.
 - Eligible National Objectives: **LMJ, LMA**

2019 CDBG Application Checklist

Project Name: _____

Agency Name: _____

INSTRUCTIONS

Enter an "X" next to each item below as you complete it. If the form or document listed does not apply to your project, enter "N/A" next to the item. This checklist must be included as part of your agency's FY 2019 CDBG Application packet.

APPLICATION

<i>For All Projects: Application file shall include the following:</i>	
	Application Submittal Checklist (<i>i.e., this form</i>)
	Application for Funding*
	Appendix A: Narrative of Project
	Appendix C-1: List of All Funding Sources for Project*
	Appendix C-2: Three-Month Cash Rule Test (<i>applicable to non-governmental agencies</i>)*
	Appendix D: Project Implementation
	Appendix E: Results of Prior Year Projects (<i>as applicable to project; see form</i>)
	Appendix F: Roster of Board Members and Professions
<i>For Public Service (PS) Projects or Economic Development (ED) Projects:</i>	
	Appendix C-3: Detailed Budget*
<i>For Public Facility Improvement Projects (CIP):</i>	
	Appendix B: CIP Projects Additional Information Form
	Appendix C-4: Detailed Budget*
<i>For Residential Rehabilitation Projects</i>	
	Appendix C-5: Detailed Budget for Rehabilitation Repair Projects*
<i>Signature Packet: To be submitted by mail with all applications</i>	
	Appendix G: Certifications Required of All Recipients of 2019 CDBG Funding
	Appendix H: Designated Authorized Signatures
	Certification for PS/Housing/ED Applications
	Certification/Questionnaire for Conflict of Interest/Procurement

*Application and Appendix C can be saved and submitted digitally. These do not need to be printed and mailed.

APPLICANT INFORMATION: Required of all applicants that are Non-Governmental Agencies

	Federal Tax Exemption Determination Letter
	Applicant's Procurement Procedures (per 2 CFR Part 215.44)
	Audited FY 2017 Financial Statements (see below regarding alternative)
	FY 2017 Single Audit Report (<i>only required of applicants that <u>spent \$750,000 or more in federal funds during FY 2017</u>; see below regarding alternative</i>)
	Signed Copy of FY 2017 Federal Tax Form 990 (see below regarding alternative)

*If audited FY 2017 Financial Statements, Single Audit Report, and Tax Forms 990 and 1099 are not available at the time this application is due, identify the last date of your agency's fiscal year during calendar year 2017 here _____ AND submit the FY 2017 documents as noted below. **Note that, if your project is selected for funding, you will be required to submit the FY 2017 documents on or before 11/01/2019. The allocation reserved for your project will be assigned to another project if this deadline is not met. No exceptions will be made.***

	Acknowledgement regarding reallocation of awarded funds if, as applicable, FY 2017 Audited Financial Statements, Tax Forms 990 and 1099 and FY 2017 Single Audit Report, are not submitted by 10/1/2019.
	Audited FY 2017 Financial Statements
	FY 2017 Single Audit Report (<i>only required of applicants that <u>spent \$500,000 or more in federal funds during FY 2017</u></i>)
	Signed Copy of FY 2017 Federal Tax Form 990

PROJECT-SPECIFIC REQUIREMENTS: For PUBLIC SERVICE PROJECTS projects only

	Copy of Rental or Lease Agreement (<i>A copy of the lease is only required if CDBG funds are proposed to be used to make a portion of lease payments.</i>)
--	--------------------------------------------------------------------------------------------------------------------------------------------------------------

CDBG Eligible Activity for Public Services Projects (select all that apply):

<i>Public Services:</i>	
General Public Services	Child Care Services
Homeless/AIDS Services	Health Services
Senior Services	Abused and Neglected Children
Disability Services	Mental Health Services
Legal Services	Lead Based Paint/Lead Hazards Screening
Youth Services	Subsistence Payments
Transportation Services	Homeownership Assistance (not direct)
Substance Abuse Services	Rental Housing Subsidies
Battered and Abused Spouses	Security Deposits
Employment Training	Housing Counseling
Crime Awareness	Neighborhood Cleanups
Tenant/Landlord Counseling	Food Banks

PROJECT-SPECIFIC REQUIREMENTS: For PUBLIC FACILITY IMPROVEMENT PROJECTS only

	Written documentation of the construction schedule developed for the proposed project.
<i>If property proposed to be improved with CDBG funds is leased or rented by applicant:</i>	
	Certification Regarding Property Owner Authorization to Complete CDBG Activities on Property
	Copy of Lease Agreement. <i>(Note that the lease expiration must be no earlier than 5 years from the project completion date for the project to be eligible.)</i>
<i>If property proposed to be improved with CDBG funds is owned by applicant:</i>	
	Copy of Deed
<i>Given that projects must be completed on/or before December 31, 2019, provide evidence to demonstrate project readiness. As available/applicable, mark the items being submitted below. (If any of these are not available and/or applicable to your project, attach a brief narrative explaining why that is and/or their status, if applicable):</i>	
	Building Permit(s)
	Discretionary Permit(s) <i>(such as Site Development Permit or Conditional Use Permit)</i>
	Governing Board Resolution(s)
	Copy of Phase I Environmental Site Assessment <i>(title page and executive summary only)</i>
	Copy of Historical Resource Technical Report <i>(title page and executive summary only)</i>
	Copy of Asbestos and Lead-Paint Assessment Report <i>(title page and executive summary only)</i>
	Attached brief narrative explaining why documentation above is not applicable and/or currently available and its status, if applicable
<i>If relocation of tenants will be required to complete project activities:</i>	
	Copy of Agency Relocation Plan approved by the State of Wisconsin
	Copy of General Information Notice Issued to Tenants <i>(Required to be issued to impacted tenants prior to submission of FY 2019 CDBG application.)</i>

CDBG Eligible Activity for Public Facility Improvement Projects (must select one):

<i>Public Facilities and Improvements:</i>			
	Senior Centers		Health Facilities
	Centers for the Disabled		Facilities for Abused and Neglected Children
	Homeless Facilities		Facilities for AIDS Patients
	Youth Centers		Tree Planting
	Neighborhood Facilities		Asbestos Removal
	Parking Facilities		Other Public Facilities/Improvements
	Child Care Centers		
<i>Public Facilities and Improvements – Municipal/Government Department Applicants Only:</i>			
	Parks, Recreational Facilities		Water/Sewer Improvements
	Street Improvements		Sidewalks

CDBG Eligible Activity for Housing Rehabilitation Project (must select one):

Residential Rehabilitation:	
	Single-Unit Residential
	Multi-Unit Residential
	Energy Efficiency Improvements
	Lead-Based Paint/Lead Hazards Testing/Abatement
	Special Residential Projects

PROJECT-SPECIFIC REQUIREMENTS: For ECONOMIC DEVELOPMENT projects only

CDBG Eligible Activity for Economic Development Projects (must select one):

	Economic Development: Microenterprise Assistance
	Economic Development: Other job creation

OPTIONAL DOCUMENTS: Not required from any applicant, but enter an "X" next to the items included in your application submittal

	Exhibits: These refer to no more than two 8.5" X 11" pages of exhibits that you may use to supplement your application materials. You may include photographs, charts, pictures, conceptual drawings, and/or anything else you consider suitable within the 2-page limit (may be in color or black and white).
	You may submit up to 10 letters of support for your project as part of your application submittal. Non-profits are encouraged to get municipal letters of support.



**QUESTIONNAIRE REGARDING CONFLICT OF INTEREST AND PROCUREMENT POLICIES
FY 2019 CDBG PROGRAM APPLICATION PROCESS**

Federal, State and Local law prohibits employees and public officials of Milwaukee County from participating on behalf of the County in any transaction in which they have a financial interest. This questionnaire must be completed and submitted by each applicant for CDBG funding. The purpose of this questionnaire is to determine if the applicant, its staff, or any of the applicant’s Board of Directors would create conflict of interest.

1. Is there any member(s) of the applicant’s staff or any member(s) of the applicant’s Board of Directors or governing body who currently is or has/have been within one year of the date of this application a County employee or consultant, or a member of the County Board, a County Advisory Board, a County Commission, and/or a County Committee?

Yes _____ No _____ If yes, list the name(s) and affiliation below:

NAME	POSITION	AFFILIATION WITH COUNTY

2. Will the CDBG funds requested by the applicant be used to award a subcontract to any individual(s) or business affiliate(s) who currently is or has/have been within one year of the date of this application a County employee or consultant, or a member of the County Board, a County Advisory Board, a County Commission, and/or a County Committee?

Yes _____ No _____ If yes, list the name(s) and affiliation below:

NAME	POSITION	AFFILIATION WITH COUNTY

3. Is there any member(s) of the applicant’s staff or member(s) of the applicant’s Board of Directors or other governing body who are business partners or family members of a County employee, consultant, or a member of the County Board, a County Advisory Board, a County Commission, and/or a County Committee?

If you have answered “YES” to any of the questions listed in this form, the CDBG Program office, alongside the County Corporation Counsel Office, will need to determine whether a real or apparent conflict of interest exists.

Yes _____ No _____ If yes, list the name(s) and affiliation below:

NAME	POSITION	AFFILIATION WITH COUNTY

Name of Agency

Signature of Authorized Signing Official/Representative

Date

Print/Type Name of Authorized Signing Official/Representative



CERTIFICATION REGARDING FY 2019 CDBG APPLICATION SUBMISSION

Public Service, Economic Development and Housing

The undersigned acknowledges the following:

1. That the applicant confirms that program and fiscal staff have attended at a minimum of one session of the mandatory FY 2019 CDBG Application Training and signed the attendance log, as required. Applicant understands that if the CDBG Program Office cannot verify such attendance, this application will be deemed “ineligible” and will not be forwarded for FY 2019 CDBG Program funding consideration.
2. That, the best knowledge and belief, all factual information provided is true and correct and all estimates are justifiable. This application and all attachments are complete and accurate.
3. **That submittal of an application for the project is NOT a guarantee of funding from Milwaukee County.**
4. That the proposed project described in this application meetings the following National Objective: Benefits low- or moderate-income (LMI) persons, governing the use of CDBG funds per 24 CFR 570.208, Section A.
5. That all CDBG funded activities shall be within Milwaukee County jurisdiction and/or benefit Milwaukee County residents. The jurisdiction includes Milwaukee County municipalities excluding the Cities of Milwaukee, West Allis and Wauwatosa. Applicants for Direct Homeownership Assistance and Micro Enterprise Assistance activities understand that 100% of the clients assisted must be LMI persons.
6. That no revised applications may be made in connection with this application once the deadline for applications has passed, unless the CDBG Program Office mandates revisions and/or additional documentation during their application review process.
7. That an application scoring process has been implemented for all FY 2019 CDBG Applications. Eligible FY 2019 CDBG Applications will be scored and forwarded to the Economic and Community Development Committee for review. Funding recommendations will be based on the total score received for each application reviewed. The funding recommendations will be forwarded to the County Board for approval.
8. **That applications determined to be “ineligible” by the Housing Division will not be forwarded to the Economic and Community Development Committee for FY 2019 CDBG Program funding consideration.**
9. That past program and financial performance will be considered in reviewing this application.
10. **That, after the Housing Division review of this application and supporting documents, it is determined that the program and/or fiscal eligibility cannot be determined, required supporting documents were missing and/or application instructions were not adhered to, the applicant understands that this application shall be deemed to be in “non-compliance” and will be required to undergo a “Secondary Review Process” to address all issues identified.** If such issues are not satisfactorily addressed, the applicant understands that this application will be deemed “ineligible” and will not be forwarded for FY 2019 CDBG Program funding consideration. Should the issues be satisfactorily addressed, information regarding the secondary review process will be made available to the Economic and Community Development Committee for consideration in their review and scoring of applications.
11. That, if the project is funded, Milwaukee County reserves the right to reduce and/or cancel the allocation if federal entitlements are cancelled, reduced, or rescinded.
12. **That the project may be approved at a smaller level of funding that was requested, based on the amount of the FY 2019 CDBG funding available to award.**
13. That a project’s FY 2019 funding does not guarantee its continuation in the County’s subsequent action plans. Applicant understands that awarded CDBG funds are NOT an ongoing source of operating support. Even if approved for FY 2019 funding, there is no guarantee that approved projects will receive funding in future years. In accordance with Milwaukee County Resolution 02-239 from April 2002, an application will be funded at a minimum of \$25,000. The maximum amount of funding per non-County sponsored project is \$40,000 per Resolution 93-861.



CERTIFICATION REGARDING FY 2019 CDBG APPLICATION SUBMISSION
Public Service, Economic Development and Housing

Page 2

14. That, if the project is funded, a written executed contract that includes a statement of work, records retention and reporting, program income procedures, local and federal requirements, circumstances that would trigger grant suspensions and terminations, and reversions of assets would be required between the applicant and Milwaukee County.
15. That, if the project is funded, the applicant shall comply with all federal and County policies and requirements, County procedures must be followed, as applicable to the CDBG Program.
16. That, if the project is funded, all required federal and County certifications and assurances shall be adhered to.
17. That, if the project is funded, the applicant shall not use CDBG funds for grant writing, fundraising or lobbying per 2 CFR 200.
18. That, if the project is funded, the applicant understands that CDBG funds may not be utilized to support inherently religious activities such as worship, religious instruction, or proselytization. Applicant understands that CDBG funds can only be utilized to pay for activities attributable to CDBG-eligible activities and the project must serve all eligible beneficiaries without regard to religion.
19. That, if the project is funded, the applicant understands that Fair Housing materials/brochures must be posted and/or accessible at the program locations. Applicant also understands that project facilities may be reviewed for compliance with Section 504 and ADA Requirements.
20. That, if the project is funded, the County will perform a National Environmental Policy Act (NEPA) review prior to the obligation of funds (execution of a written agreement).
21. That proof of required insurance coverage will be submitted to the County prior to the execution of a written agreement. Applicant understands that the execution of a written agreement will be delayed until proof of required insurance is submitted to the County.
22. That written signatory authority from the applicant's governing body indicating who can execute written agreements/contracts and amendments on its behalf has been included with this application packet.
23. That, if the project is funded, sufficient funds are available from non-CDBG sources to complete the project as described on a reimbursement basis.
24. That, if the project is funded, the applicant understands that the most recent financial statement (immediate prior fiscal year end) and tax forms must be submitted on or before May 15, 2019. The allocation reserved for applicant's project will be assigned to another project if this deadline is not met. No exceptions will be made. Services will not be approved for implementation until these fiscal documents can be reviewed to determine compliance with the CDBG Program's fiscal requirements.
25. That, if the project is funded, the proposed services/activities listed in this application may be implemented without delay upon the execution of a written agreement between Milwaukee County and the applicant.
26. That the applicant is fully capable of fulfilling its obligation under this application
27. That the proposed funding request represents the amount needed to complete the project within a period of one year, not to exceed 12 months from the start of FY 2019 (January 1, 2019).
28. That, if the project is funded, the applicant understands that a request to revise the "project category" OR "project description" listed in this application will not be accepted by the CDBG Program Office.
29. That, if the project is funded, the applicant understands that CDBG funds are provided on a reimbursement basis and that require Quarterly Reports and supporting documentation must be reviewed and accepted by an assigned CDBG Project Manager prior to approval of reimbursement payment to the applicant.



CERTIFICATION REGARDING FY 2019 CDBG APPLICATION SUBMISSION
Public Service, Economic Development and Housing

30. That, if the project is funded, the applicant understands that CDBG funds are provided on a reimbursement bases and that required Requests for Reimbursement reports and supporting documentation must be reviewed and accepted by the CDBG Fiscal Unit, pursuant to HUD's Playing by the Rules Handbook and the CDBG/HOME Sub-Recipient Manual, prior to approval of payment to the applicant.
31. That the applicant understands that all CDBG funds allocated to projects must be expended within 18 months from the start of FY 2019 (January 1, 2019), or such funds will be presented to the County Board for reprogramming.
32. That the applicant does not have any unresolved audit findings for prior CDBG and/or other federal-funded projects.
33. That the applicant understands that the County may verify any or all statements contained in this application packet, and that any intentionally false information or omission may disqualify the applicant from consideration for CDBG funding in the current and future years.
34. That the applicant understands that, upon submission, this application packet becomes the property of Milwaukee County and will not be returned to the applicant in whole or in part.
35. That the undersigned has reviewed this application packet for completeness and accuracy and has approved the description, performance goals, budget, and other aspects of the described project listed in this application.
36. That, if the project is funded, the applicant understands that the CDBG Program Office reserves the right to require final revisions to proposed scope of work/services and/or budget line items prior to the execution of a written agreement utilizing FY 2019 CDBG Funds.
37. That, if the project is funded, the applicant agrees to accept and execute the County's boilerplate agreement for the funding.
38. That the applicant possesses the legal authority to apply for CDBG funds and to implement the proposed project.
39. That the governing body of the applicant agency authorizes the submission of this application.

By signature below, the applicant acknowledges the information listed on this certification:

Name of Agency

Signature of Authorized Signing Official/Representative

Date

Print Name of Authorized Signing Official/Representative

Appendix G: Certifications Required of All Recipients of 2019 CDBG Funding

Every person or Agency awarded a 2019 CDBG Contract or grant by Milwaukee County for the provision of services shall be required to certify to the County that they will comply with federal requirements including, but not limited to, those listed below. The person authorized to sign CDBG Agreements (see Appendix H) should initial each certification listed to indicate you or your agency can and will comply with these requirements if funded.

Required Certifications		Initials
Americans with Disabilities Act	Certify that this agency has reviewed its projects, programs and services for compliance with all applicable regulations contained in Title II, Americans with Disabilities Act of 1990.	
Audits	Agrees to have an annual audit conducted in accordance with current Milwaukee County policy regarding audits and OMB Circular A-133. Shall comply with current Milwaukee County policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided through the grant.	
Conflict of Interest	(24 CFR 84.42 and 570.611) Certify and agree that no covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activity, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. A "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the agency.	
Civil Rights Act	Certify that it complies with and prohibits discrimination in accordance with Title VI of the Civil Rights Act of 1964.	
Debarred/Suspended Contractor	Certify that, to the best of its knowledge and belief, that it and its principals will not knowingly enter into any subcontract with a person who is, or organization that is, debarred, suspended, proposed for debarment, or declared ineligible from award of contracts by any Federal agency (https://www.sam.gov/portal/public/SAM/)	
Drug-Free Workplace	Certify that it will provide a drug-free workplace.	
Financial Management	Accounting Standards: Agrees to comply with 24 CFR 84.21-28 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.	
	Cost Principles: Shall administer its program in conformance with OMB Circulars A-122, "Cost Principles for Non-Profit Organizations," or A-87, "Cost Principles for State and Local Governments," as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.	
	Procurement Policies: Certify and agree to procure all materials, property, or services in accordance with the requirements of 24 CFR 84.40-48	

Required Certifications		Initials
Lobbying Activities	Certify that no Federal appropriated funds have been paid or will be paid, by or on behalf of the agency, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.	
Minority Business Enterprise (MBE), Women’s Business Enterprise (WBE), Small Business Contracting	Certify that it will comply with 24 CFR Part 85.369(E) to take all necessary affirmative steps to assure that minority firms, women business enterprises, and labor surplus area firms are used when possible. Further certify that it will submit to Milwaukee County at the time of project completion a report of the MBE and WBE status of all subcontractors to be paid with CDBG funds with contracts of \$10,000 or greater, in a format that will be provided by the County.	
Real Property	Certify that it will comply with real property standards (24 CFR Part 570.505) applicable to any property within the owner’s control that is acquired or improved in whole or in part using CDBG funds in excess of \$25,000.	
Religious Activities	Certify and agree that funds provided to the agency will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.	
Section 3	Certify and agree to ensure that opportunities for training and employment arising in connection with contracts or subcontracts for a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.	
Section 504	Section 504 of the Rehabilitation Act of 1973: Certify that it has read and understands all of its obligations under Section 504 to prohibit discrimination against persons with disabilities in the operation of programs receiving federal financial assistance.	

Appendix H: Designated Authorized Signatures

Please provide the information listed below to certify the designated individuals authorized to sign documents on the agency’s behalf. **Agency self-certification is not acceptable and a second signature is required. Please submit a new form each time any of the listed information is revised during the executed agreement period.**

AGENCY: _____

PROJECT: _____

AGENCY BOARD CHAIR PERSON/PRESIDENT CERTIFICATION OF DESIGNATED INDIVIDUALS AUTHORIZED TO SIGN DOCUMENTS ON THE AGENCY’S BEHALF, AS SUBMITTED BY THIS FORM:

NAME/TITLE: _____

SIGNATURE: _____

PRIMARY PERSON AUTHORIZED TO SIGN CDBG AGREEMENTS AND AMENDMENTS:

NAME/TITLE: _____

SIGNATURE: _____

PRIMARY BOARD OFFICER AUTHORIZED TO SIGN CDBG REQUESTS FOR REIMBURSEMENT AND BUDGET ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

PRIMARY PERSON AUTHORIZED TO SIGN CDBG REQUESTS FOR REIMBURSEMENT AND BUDGET ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

PRIMARY PERSON AUTHORIZED TO SIGN CDBG MONTHLY PROGRAMMATIC REPORTS AND SCOPE ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

Appendix H: Designated Authorized Signatures (Continued)

ALTERNATE INDIVIDUALS AUTHORIZED BY AGENCY BOARD CHAIR/PRESIDENT TO SIGN DOCUMENTS

ALTERNATE PERSON AUTHORIZED TO SIGN CDBG AGREEMENTS AND AMENDMENTS:

NAME/TITLE: _____

SIGNATURE: _____

ALTERNATE BOARD OFFICER AUTHORIZED TO SIGN CDBG REQUESTS FOR REIMBURSEMENT AND BUDGET ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

ALTERNATE BOARD OFFICER AUTHORIZED TO SIGN CDBG REQUESTS FOR REIMBURSEMENT AND BUDGET ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

ALTERNATE PERSON AUTHORIZED TO SIGN CDBG REQUESTS FOR REIMBURSEMENT AND BUDGET ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

ALTERNATE PERSON AUTHORIZED TO SIGN CDBG MONTHLY PROGRAMMATIC REPORTS AND SCOPE ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

Section 1: Project Details & Approach (Max Score: 45 Points; 20 for approach, 15 for need and justification, 10 for benefit to LMI persons or households; Max Length-1 Page)

1.1. Provide a concise description of the proposed project.

(Max Length for Questions 1.10 to 1.14: 2 Pages)

1.7. Explain how the proposed project addresses the priority/category selected in 1.6:

1.8. Summarize any statistics and other supporting documentation that demonstrate the importance of addressing this need or problem.

1.9. How does your agency plan to tell the target population about the project/service?

1.10. List up to three outcomes/results of the project (at least one is required.) For each outcome listed, provide the number of participants who will benefit and the way data will be collected to track or verify the outcome.

1.11. Will the project collaborate with other service providers in the community? Yes No
If yes, list and briefly describe the collaboration below.

Section 2: Target Population/Jurisdiction (Max Score: 20 Points; Max Length: 1 Page)

2.1. What is the target population for this project?

2.2. If LMC, LMH or LMJ Project: How does your agency track and record client demographics?

2.3. If LMA Project: What specific census tracts or block groups does the project intend to serve? Attach map of the service area and/or census tract data of project location.

NOTE: Questions 2.4 to 2.9 relate **ONLY** to **Public Service Projects**

2.4. Indicate whether the project will be serving Individual Clients (IC) or Households (HH): IC HH

2.5. Estimated total number of unduplicated clients/households to be served: _____

2.6. Estimated total number of unduplicated LMI clients/households to be served: _____

2.7. Percentage of LMI clients/households to be served: _____

2.8. Estimated cost per client/household: _____

2.9. CDBG funds received from Milwaukee County may **ONLY** be used to serve residents within the Milwaukee County Jurisdiction, excluding the Cities of Milwaukee, West Allis and Wauwatosa.

Will your project serve residents outside of the service area? Yes No

How will you document the services provided to these residents?

Section 3: Agency Capacity, Experience (Max Score: 5 Points)

If the proposed project is funded, this form will be used to facilitate correspondence with the Project Agency's staff. The individual listed as the Program Contact should be able to respond to questions regarding the programmatic activities and reports. The individual listed as the Fiscal Contact should be able to respond to questions regarding the fiscal activities and reports.

3.1. Who will be the person responsible for the overall oversight of the proposed project (primary contact)?

Name: _____ Title: _____

Phone: _____ Email: _____

Date first employed: _____

Education/Experience: _____

3.2. Who will be the alternate person responsible for the overall oversight of the proposed project?

Name: _____ Title: _____

Phone: _____ Email: _____

Date first employed: _____

Education/Experience: _____

3.3. Who will be the person(s) responsible for the day-to-day operations and management of the proposed project?

Provide no more than two individuals.

Name: _____ Title: _____

Phone: _____ Email: _____

Date first employed: _____

Education/Experience: _____

Name: _____ Title: _____

Phone: _____ Email: _____

Date first employed: _____

Education/Experience: _____

3.4. Who will be the person(s) responsible for the financial oversight of the CDBG expenditures and fiscal compliance?

Provide no more than two individuals.

Name: _____ Title: _____

Phone: _____ Email: _____

Date first employed: _____

Education/Experience: _____

Name: _____ Title: _____

Phone: _____ Email: _____

Date first employed: _____

Education/Experience: _____

(Max Length for Questions 3.5 to 3.8: 1 Page)

- 3.5. List the evaluation tools your agency plans to employ to track and monitor the progress toward meeting the goals and expected outcomes (see question 1.3):
- 3.6 How does your agency plan to ensure compliance with applicable policy and procedural requirements including gathering income, race, and ethnicity data of clients/households served (including those listed in HUD's *Playing by the Rules Handbook, Chapter 5: Record Keeping and Reporting Requirements*)?
- 3.7. Describe any unresolved ADA issues in the project or project offices and how your agency plans to address them. If the objective of the project is ADA rehabilitation, do not repeat project description here.

Section 4: Auditing Control, Qualifications (Max Score: 5 Points; Max Length: 2 Pages)

4.1. Briefly describe your agency's payment and disbursement procedures with relevance to the proposed project:

4.2. Describe how your agency's Board of Directors exercises programmatic and fiscal oversight:

4.3. Briefly describe your agency's financial reporting system/accounting procedures with relevance to the proposed project:

4.4. Briefly describe your agency's record keeping system with relevance to the proposed project:

Section 4: Auditing Control, Qualifications (Continued)

4.5. Briefly describe your agency's auditing requirements, including those for the proposed project:

4.6. Briefly describe your agency's internal controls to minimize opportunities for fraud, waste and mismanagement:

4.7 How does your agency plan to segregate CDBG funds from other agency funds for purposes of identification, tracking and reporting?

Section 5: Agency Experience (Max Score: 5 Points; Max Length: 1 Page for Sections 5 and 6 combined)

5.1. Briefly highlight your agency's experience and major accomplishments in providing services to LMI residents and/or communities. You may expand in Appendix A.

5.2. Has your agency received CDBG or other federal funds in any of the past three fiscal years (2015-2017)? Yes No
If yes, complete Appendix E for each of the grants received for the three fiscal years 2015, 2016 and 2017.

Section 6: Back-Up Plan (Max Score; Max Length: 1 Page for Sections 5/6 Combined)

6.1. Will your agency still implement this project should CDBG funds not be awarded? If yes, how will the implementation be achieved?

6.2. If funded, how will your agency continue this project if CDBG funds are not available in future years?

Appendix A: Narrative of Project (Max Length: 1 Page)

Explain below your proposed project and make the case why it should be awarded funding.

Appendix B: Public Facility Improvement Projects Only (Max Length for Questions B.1 to B.7: 1 Page)¹

B.1. Have the construction plans and drawings been completed? Yes No

If no, indicate the anticipated date of completion: _____

B.2. Will you be able to select and award a contract to a general contractor within 90 calendar days from the CDBG contract execution date? If no, please explain why below: Yes No

B.3. Summarize the construction manager's relevant experience on similar federally funded projects.

B.4. Address the mitigation of any issues identified on the "Project Site Information" section (see questions B.8 to B. 16) with respect to lead hazards, historic preservation, asbestos, location in a flood plain, or other documented health and safety problems. Were any of these issues identified? If yes, identify each issue and the mitigation below: Yes No

B.5. How will the completed work be maintained for at least 5 years after the termination of the agreement with Milwaukee County?

B.6. Has funding for the construction phase been identified and committed? Yes No

If no, describe below the issues preventing your agency from seeking outside funding:

B.7. Does your agency have a relocation plan for occupants that need to be relocated? Yes No

If yes, where are you with state approval?

¹ For Appendix B only – If legally necessary complete responses cannot be provided within the page-count constraints, then provide a brief summaries of the responses above and reference and attach outside documentation.

Project Site Information (Max Length for Questions B.8 to B.16: 2 Pages)

B.8. Is the facility agency-owned, municipal-owned or privately-owned?

Agency-owned Indicated the property owner(s): _____

Is there currently a lien on the property? Yes No

Municipality-owned Indicate the property owner/department: _____

When will the lease expire? _____

Note: The lease must not expire within five years of the proposed project's completion date.

Is there currently a lien on the property? Yes No

Private-owned Indicate the property owner(s): _____

When will the lease expire? _____

Note: The lease must not expire within five years of the proposed project's completion date.

Is there currently a lien on the property? Yes No

Other Provide a brief explanation:

B.9. How old is the property/building in terms of years: _____

For building/structures constructed prior to December 31, 1978:

Has a lead hazard risk assessment report been issued for the facility? Yes No

Has the facility been abated for lead paint? Yes No

Will children occupy the facility? Yes No

If yes, indicate the age range of the children who will occupy the facility: _____

B.10. Has the property been designated or determined to be potentially eligible for designation as a local, state or national historic site? If yes, describe below. Yes No

B.11. Is the building/structure located on a Historic Site? Yes No

Is the building/structure located in a Historic District? Yes No

Is the building/structure in a flood zone? Yes No

Is the building/structure in a flood plain? Yes No

Does your agency have flood insurance? Yes No

Will demolition be required? Yes No

B.12. List and describe any known hazards (e.g. asbestos, storage tanks - underground/above ground):

B.13. Will the project result in an expansion of an existing facility? Yes No

If yes, specify the size in square feet: Existing size: _____ After expansion size: _____

Appendix C: Detailed Budget (Max Score: 5 Points)

Complete the attached detailed budget forms in MS Excel pertaining to your project category

Project Category (check only one):

Public Service - Complete Appendices C-1, C-2 and C-3

Economic Development - Complete Appendices C-1, C-2 and C-3

Public Facilities Improvement - Complete Appendices C-1, C-2 and C-4

Minor Residential Rehabilitation - Complete Appendices C-1, C-2 and C-5

Summary of Budget Forms to be completed:

- All project categories must complete the following:
 - Appendix C-1: List of All Funding Sources for the Project
 - Appendix C-2: Three-Month Cash Rule Test
- Depending on the category of your proposed project, complete one of the following:
 - Appendix C-3: Public Service or Economic Development Project (PS/ED)
 - Schedule 1 – Budget Exhibit
 - Schedule 2 – Personnel Schedule: Gross Pay
 - Schedule 3 – Personnel Schedule: Fringe Benefits
 - Schedule 4 – Indirect Cost/Administrative Overhead (IC/AO) Calculation
 - Schedule 5 – Budget Justification
 - Appendix C-4: Public Facilities Project (PFI)
 - Schedule 1 – Budget Exhibit
 - Schedule 2 – Budget Justification
 - Appendix C-5: Minor Residential Rehabilitation (MRR)
 - Schedule 1 – Budget Exhibit
 - Schedule 2 – Personnel Gross Pay: Project Management
 - Schedule 3 – Personnel Gross Pay: Fringe Benefits
 - Schedule 4 – Personnel Gross Pay: Construction Management
 - Schedule 5 – Fringe Benefits: Construction Management
 - Schedule 6 – FY 2016 Budget Justification

Appendix D: Implementation/Planning (Max Length: 1 Page;)

Provide a listing below of the specific tasks or activities needed to implement the proposed project and a timeline for their completion. Include progress reports to Milwaukee County, Request for Reimbursement, etc.

#	Task/Activity	Description	Completion Date
---	---------------	-------------	-----------------

Appendix E: Results of Fiscal Year 2015 (Maximum 5 points; Max Length: 1 Page per Project/Year)

If your agency received federal funds in Fiscal Year 2015, complete the following information

E.1. Agency Name: _____

E.2. Project Name: _____

E.3. Indicate amount awarded and spent by source below:

Source	Amount Awarded	Amount Spent
--------	----------------	--------------

CDBG

HOME

HOPWA

ESG

OTHER

Indicate Source: _____

E.4. Amount remaining: _____

E.5. Indicate the anticipated outcomes (refer to original application if necessary):

Outcome:

Outcome:

Outcome:

E.6. Indicated the achieved outcomes:

Achievement:

Achievement:

Achievement:

E.7. If outcomes were NOT achieved, please explain:

Appendix E: Results of Fiscal Year 2016 (Maximum 5 points; Max Length: 1 Page per Project/Year)

If your agency received federal funds in Fiscal Year 2016, complete the following information

E.1. Agency Name: _____

E.2. Project Name: _____

E.3. Indicate amount awarded and spent by source below:

Source	Amount Awarded	Amount Spent
--------	----------------	--------------

CDBG

HOME

HOPWA

ESG

OTHER

Indicate Source: _____

E.4. Amount remaining: _____

E.5. Indicate the anticipated outcomes (refer to original application if necessary):

Outcome:

Outcome:

Outcome

E.6. Indicated the achieved outcomes:

Achievement:

Achievement:

Achievement:

E.7. If outcomes were NOT achieved, please explain:

Appendix E: Results of Fiscal Year 2017 (Maximum 5 points; Max Length: 1 Page per Project/Year)

If your agency received federal funds in Fiscal Year 2017, complete the following information

E.1. Agency Name: _____

E.2. Project Name: _____

E.3. Indicate amount awarded and spent by source below:

Source	Amount Awarded	Amount Spent
--------	----------------	--------------

CDBG

HOME

HOPWA

ESG

OTHER

Indicate Source: _____

E.4. Amount remaining: _____

E.5. Indicate the anticipated outcomes (refer to original application if necessary):

Outcome:

Outcome:

Outcome

E.6. Indicated the achieved outcomes:

Achievement:

Achievement:

Achievement:

E.7. If outcomes were NOT achieved, please explain:

Appendix F: Roster of Board Members & Professions

Provide a roster of the members of your agency's Board of Directors and their professions:

Name	Board Position	Profession/Affiliation	Member of Target Population	Resides in Target Area
------	----------------	------------------------	-----------------------------------	------------------------------

Appendix C-1 List of All Funding Sources for the Project

**Milwaukee County
Community Development Block Grant
FY 2016 Application**

This table serves to provide the listing of all funds to be made available for the project. There are 3 steps to the completions of this table:

Step (1): Enter the FY 2016 CDBG application funding request for this application.

Step (2):

Complete the following table with the amounts of other funding sources that have been secured or funding sources that are unsecured for the implementation of the projects; and

Step (3): Attach any supporting documentation that verifies he secured funding sources and mounts for the project.

Amount Secured	Amount Unsecured	% of Total
	\$ 208,800	100%

FY 2016 CDBG Application Request from Milwaukee County (Step 1)

List Other Sources Below: (Step 2)

HOME		0
ESG		#DIV/0!
Other Federal Funds		#DIV/0!
Other Milwaukee County Funds		#DIV/0!
Other Municipal Funds		#DIV/0!
State Funds		#DIV/0!
Private Funds		#DIV/0!
Agency Funds		#DIV/0!
Other		#DIV/0!
		#DIV/0!
Total	\$ -	\$ 208,800.00

Appendix C-2: Three-Month Cash Rule Test

**Milwaukee County
Community Development Block Grant Program
Fiscal Year 2016 Application**

The three-month rule issued by the CDBG office as a guideline to determine whether an Agency is solvent and has enough available cash to take a CDBG projects from beginning to end during the 12-month period allowed to complete the project. CDBG Projects should not harm the day-to-day operations of the Agency, so enough funds must be available for both purposes.

Provide the information requested below to demonstrate that the agency has enough cash on hand to operate the proposed project on a reimbursement basis.

Balance Sheet - Audited Financial Statements	Year	2017	Page #	9-Aug	
Document must be attached.					
Enter Agency Cash Balance		\$ 12,136,490.00			
Cash cannot include Investment of Receivables					
A. Multiply Agency Cash Balance by 4 cash available for projects		\$ 48,545,960.00			
List the amount of funding applied for this application.		\$ 208,000.00			
Other FY 2016 CDBG funding applied for.		\$ 16,000.00			
Other FY 2016 CDBG funding applied for.					
B. Sum of all FY 2016 CDBG funds applied for.		\$ 224,000.00			
Compare Agency Cash Balance Available (A) with Total FY 2016 CDBG Funding Requested (B):					
Item A	\$ 48,545,960.00	Item B	\$ 224,000.00	Difference	\$ 48,321,960.00
Analyze Results					
1 - If difference is a positive amount or equals \$0, the Agency is eligible to apply.					
2 - If the difference is a negative amount, the Agency has the options below:					
The agency can adjust any of the FY 2016 CDBG requested amounts to result in a positive or \$0 balance as long as:					
A) Each project meets the minimum required amount of \$10,000 for each of the applications, and					
B) Cash available for projects is now greater than or equal to the total FY 2016 CDBG funding request.					

Appendix C-4: Development/Capital Improvement Project

Schedule 1 - Budget Exhibit

Agency: Village of Brown Deer
 Project: Brown Deer Sidewalk Connection Plan

		CDBG	%
Lead-based paint assessment/abatement	Schedule 2	\$ -	
Construction/renovation	Schedule 2	\$ 180,000	
Consultant/professional services	Schedule 2	\$ 18,000	
Construction management, 6% cap	Schedule 2	\$ 10,800	5%
Other Expenses: (specify)			
	Schedule 2	<u> </u>	
	Schedule 2	<u> </u>	
	Schedule 2	<u> </u>	
	Schedule 2	<u> </u>	
Total CDBG Project Budget		\$ 208,800	

55089

55089

W Donges Ln

W Glenbrook Rd

W Carolan Dr

W Piemer Pl

W Brown Deer Rd

W Wahner Ave

W Dean Rd

W Arch Ave

W Port Ave

W Clinton Ave

W Good Hope Rd

W Dinges Ln

W Radcliffe Dr

W Silver Brook Ln

W Greentree Dr

W Wahner Ave

W Dean Rd

W Willow Rd

W Spring Ln

W Woodale Ave

W Parkland Ave

W Fountain Ave

W Calumet Rd

W Clinton Ave

W Good Hope Rd

Service Rd

W Deer Run Dr

W Schroeder Dr

N Arbor Dr

N 51st St

Service Rd

W Willow Rd

W Woodale Ave

W Parkland Ave

W Fountain Ave

W Calumet Rd

W Clinton Ave

W Good Hope Rd

W Good Hope Rd

W Good Hope Rd

W Good Hope Rd

W Donges Ln

W Rivers Edge Cir

N Green Bay Pl

N Greenwood Dr

N 51st St

Service Rd

W Willow Rd

W Woodale Ave

W Parkland Ave

W Fountain Ave

W Calumet Rd

W Clinton Ave

W Good Hope Rd

W Good Hope Rd

W Good Hope Rd

W Good Hope Rd

N Upper River Rd

N Kicker Ct

N Green Bay Ct

N Cedarburg Rd

N Teutonia Ave

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501.02

7

9

Brown Deer^o
10375

Find Home Sales, Poverty, etc.

Location ▾ Address, City, County, State, Zip, or Lat, Long



My Data

Demographics

Incomes & Spending

Housing

Lending

Quality of Life

Economy

Education



Estimated percent of people with one or more disabilities between 2012-2016. ▾

DATA LAYER

✕ Percent People with a Disability
Source: Census

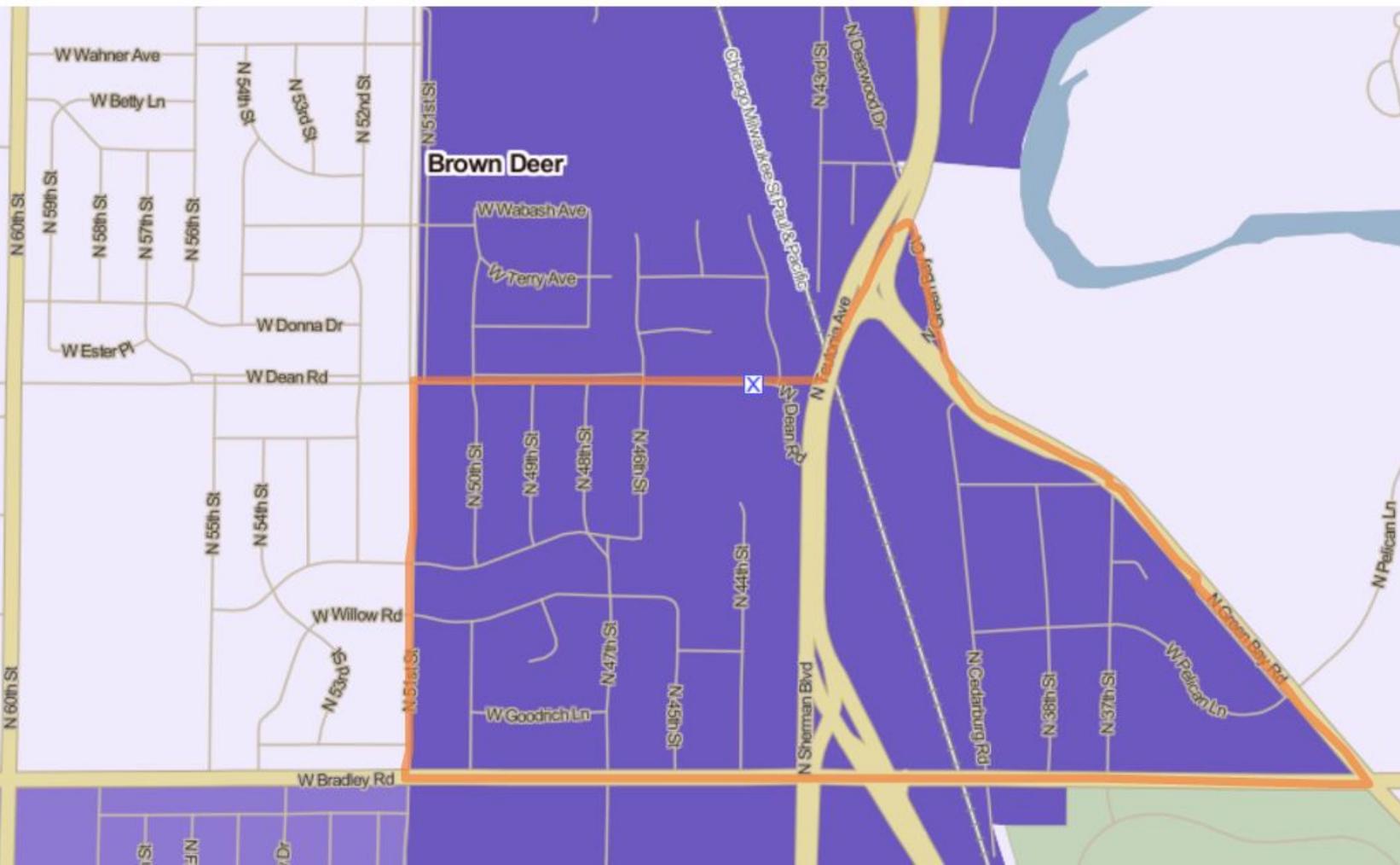
Year: 2012-2016 ▾

Variable: Percent ▾

Shaded by: Census Tract, 2010 ▾

EDIT: COLORS ▾ RANGES ▾

	Insufficient Data
	8.40% or less
	8.41% - 11.15%
	11.16% - 13.99%
	14.00% - 17.83%
	17.84% or more





Milwaukee County

Community Development Block Grant Program

Fiscal Year 2019 CDBG Application Informational Packet Public Service – Economic Development - Housing

Agency Name: _____

Project Name: _____

The following items shall be submitted to ensure a complete application for 2019 funding process:

- _____ Application, including Appendix C Budget Information
- _____ Application Checklist
- _____ Questionnaire regarding Conflict of Interest and Procurement Policies
- _____ Certification regarding CDBG Application Submission for Project Category
Public Service (PS), Economic Development (ED), Housing
- _____ Certifications Required of All Recipients of CDBG Funding
- _____ Designated Authorized Signatures
- _____ Attend a 2019 Application Training Session

All of the above information must be complete, including signatures/initials of person(s) authorized to sign documents on the Agency's behalf. See Page 6 for a more detailed checklist.

Applications are due by **NOON on THURSDAY, AUGUST 23, 2018.**

Applications can be submitted:

By mail to: Milwaukee County CDBG

600 West Walnut Street, Suite 100

Milwaukee, WI 53212

If mailed, must be postmarked August 23rd or earlier to be considered.

By email to: CDBGapplications@milwaukeecountywi.gov

If emailing, please include your Agency's name in the subject of the email.

For application questions or assistance, contact:

Victoria Toliver

or

Diane Tsounis

victoria.toliver@milwaukeecountywi.gov

diane.tsounis@milwaukeecountywi.gov

414-278-2948

414-278-5250

Milwaukee County

Community Development Block Grant (CDBG) Program

Background

The Community Development Block Grant program was established by Congress in 1974 with passage of the Housing and Community Development Act and is administered by the United States Department of Housing and Urban Development (HUD). This program provides funds to municipalities and other units of government around the country to develop viable urban communities. This is accomplished by providing affordable, decent housing, a suitable living environment and by expanding economic opportunities principally for low and moderate income persons. Although local units of government develop their own programs and funding priorities, all activities must be consistent with one or more of the following HUD National Objectives:

- Principally benefits low- and moderate-income persons
- Prevents or eliminates slum or blight
- Addresses an urgent need or problem or need in the community (e.g. natural disaster)

As an entitlement Urban County under the CDBG program, Milwaukee County receives annual funding allocations from the federal government to fund activities to address these national objectives.

As a funding recipient, Milwaukee is required to submit an Annual Action Plan that describes how the Urban County will utilize federal funds to address the national objectives in a manner that will produce the greatest measurable impact on the Urban County communities. The lead agency responsible for submission of this Plan to HUD is the Milwaukee County Department of Health and Human Services.

The statutes for the federal formula grant programs set forth three basic goals against which the Plan and the County's performance under the Plan will be evaluated by HUD. The County must state how it will pursue these goals for all community development programs.

HUD Statutory Program Goals

1. Decent Housing including, but not limited to:

- Assisting homeless persons to obtain affordable housing;
- Assisting person at risk of becoming homeless;
- Retaining the affordable housing stock
- Increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status or disability;
- Increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence; and,
- Providing affordable housing that is accessible to job opportunities

2. Suitable Living Environment including, but not limited to:

- Improving the safety and livability of neighborhood;
- Eliminating blighting influences and the deterioration of property and facilities;
- Increasing access to quality public and private facilities and services;
- Reducing the isolation of income groups within the areas through special deconcentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods;
- Restoring and preserving properties of special historical, architectural, or aesthetic value; and,
- Conserving energy resources and use of renewable energy sources

3. Expanded Economic Opportunities including, but not limited to:

- Job creation and retention;
- Establishment, stabilization and expansion of small businesses (including micro-businesses);
- The provision of public services concerned with employment;
- The provision of jobs to low-income persons living in areas affected by these programs and activities, or jobs resulting from carrying out activities under programs covered by the Plan;
- Availability of mortgage financing for low-income persons at reasonable rates using non-discriminatory lending practices;
- Access to capital and credit for development activities that promote the long-term economic and social viability of the community; and,
- Empowerment and self-sufficiency for low-income persons to reduce generational poverty in federally assisted housing public housing.

Long-term outcomes linked to these goals are:

- **Availability/Accessibility:** This outcome relates to programs that make services, housing infrastructure, public services, or shelter accessible or available to low- and moderate-income persons, including those with special needs and/or disabilities.
- **Affordability:** This outcome relates to programs that provide affordability to low- or moderate-income persons and can include affordable housing.
- **Sustainability:** This outcome relates to programs that improve communities and promote viability, such as removing slums and blight, or other services that sustain communities.

Definitions

- **Income:** Grantees may select any of three definitions of income: (1) Annual income as defined under Section 8 (24 CFR Part 5); (2) Annual income as reported under the census long form; or (3) Adjusted gross income as defined by the IRS Form 1040.
*Milwaukee County uses the Section 8, 24 CFR Part 5 definition of income.
- **Low- and Moderate-Income:** Family or household with an annual income less than the Section 8 Low Income Limit, generally 80% of the area median income, as established by HUD
 - **Extremely Low Income:** Family or household with an annual income equal to or less than 30% of the area median income, as established by HUD.
 - **Very Low Income:** Family or household with an annual income equal to or less than 50% of the area median income, as established by HUD.
- **Family:** As defined in 24 CFR Part 5.403, includes, but is not limited to, the following, regardless of actual or perceived sexual orientation, gender identity, or marital status: (1) a single person, (2) a group persons residing together.
- **Household:** All persons occupying a housing unit.
- **Micro-Business:** A business that has five or fewer employees, one or more of whom owns the business.

Background: National Objectives

Federal regulations require that activities funded with CDBG must meet one of HUD's three national objectives:

1. **Benefit low- and moderate-income (LMI) persons/households** (at or below 80% of median family income for the County, as defined by HUD; 70% of the County's annual expenditures must be for LMI activities).
 - a. **Limited Clientele Benefit (LMC):** Activity benefits LMI individuals (at least 51% of beneficiaries must be LMI)
 - i. Certain categories of limited clientele are presumed to be LMI beneficiaries under CDBG regulations. The activity must serve this clientele exclusively. **(LMC/PB)** *Reference §570.208(a)(2)(i)(A)*
 1. Elderly
 2. Severely disabled adults
 3. Abused children
 4. Battered spouses
 5. Illiterate adults
 6. Persons with AIDS
 7. Migrant farm workers
 - b. **Housing Benefit (LMH):** activity carried out for the purpose of providing or improving permanent residential structures which, upon completion, will be occupied by low- and moderate-income households
 - i. 100% of single-family units must be occupied by households at or below 80% of median family income;
 - ii. 51% of multi-family units must be occupied by households at or below 80% of median family income. *Reference §570.208(a)(3)*
 - c. **Job Creation/Retention Benefit (LMJ):** activity creates or retains jobs of which at least 51% must be taken by or made available to LMI persons. *Reference §570.208(a)(4)*
 - d. **Low- and Moderate-Income Area Benefit (LMA):** activity will be available to or benefit all residents in an area that is primarily residential and is located in a census tract where 42.8% or more of the population is low-moderate income. (Not applicable to housing activities) *Reference §570.208(a)(1)*
2. **Prevent or Eliminate Slum or Blight (SBA or SBS)**
 - a. Area basis (eligible areas are determined by local ordinance) *Reference §570.208(b)(1)*
 - b. Spot basis (specific properties are determined by local ordinance) *Reference §570.208(b)(2)*
3. **Meet a Community Urgent Need** (typically natural disasters) *Reference §570.208(c)*

*This national objective is not applicable for this application.

Milwaukee County 2019 Priorities for Funding/Eligible Activities

The Consolidated Plan and Annual Plan are both data driven and involve enhanced citizen participation. Utilizing the data from focus groups, public meetings, and input from Urban County and Consortium participating jurisdictions, the following 2019 priorities have been identified:

- **Affordable Housing:**
 - Maintain and improve the existing supply of rental and homeowner housing; increase the supply of affordable housing for rental and homeowners; rehab owner-occupied housing; provide minor rehab/accessibility for renter and owner-occupied housing; provide assistance for home ownership; provide security deposit assistance.
 - Eligible National Objectives: **LMH**

- **Public Services:** *References §507.201(e) (Note: The amount of CDBG funds available to support public service activities is limited to 15% of the total CDBG grant awarded for that year plus program income received in the preceding program year.)*
 - Provide health and recreational services to the elderly, disadvantaged; provide recreational/educational opportunities for youth; assist with crime awareness/drug abuse programs; provide support services for LMI persons seeking self-sufficiency, jobs, housing counseling.
 - Eligible National Objectives: **LMC, LMC/PB, LMA**

- **Public Infrastructure/Capital Improvements:**

Rehabilitation/construction of facilities for LMI services; provide infrastructure to meet LMI needs, remove blight, and improve parks.

 - Eligible National Objectives: **LMC, LMA, SBA, SBS**

- **Economic Development:**
 - Provide TA to persons starting a business; provide financial assistance to micro- businesses to create jobs.
 - Eligible National Objectives: **LMJ, LMA**

2019 CDBG Application Checklist

Project Name: _____

Agency Name: _____

INSTRUCTIONS

Enter an "X" next to each item below as you complete it. If the form or document listed does not apply to your project, enter "N/A" next to the item. This checklist must be included as part of your agency's FY 2019 CDBG Application packet.

APPLICATION

<i>For All Projects: Application file shall include the following:</i>	
	Application Submittal Checklist (<i>i.e., this form</i>)
	Application for Funding*
	Appendix A: Narrative of Project
	Appendix C-1: List of All Funding Sources for Project*
	Appendix C-2: Three-Month Cash Rule Test (<i>applicable to non-governmental agencies</i>)*
	Appendix D: Project Implementation
	Appendix E: Results of Prior Year Projects (<i>as applicable to project; see form</i>)
	Appendix F: Roster of Board Members and Professions
<i>For Public Service (PS) Projects or Economic Development (ED) Projects:</i>	
	Appendix C-3: Detailed Budget*
<i>For Public Facility Improvement Projects (CIP):</i>	
	Appendix B: CIP Projects Additional Information Form
	Appendix C-4: Detailed Budget*
<i>For Residential Rehabilitation Projects</i>	
	Appendix C-5: Detailed Budget for Rehabilitation Repair Projects*
<i>Signature Packet: To be submitted by mail with all applications</i>	
	Appendix G: Certifications Required of All Recipients of 2019 CDBG Funding
	Appendix H: Designated Authorized Signatures
	Certification for PS/Housing/ED Applications
	Certification/Questionnaire for Conflict of Interest/Procurement

*Application and Appendix C can be saved and submitted digitally. These do not need to be printed and mailed.

APPLICANT INFORMATION: Required of all applicants that are Non-Governmental Agencies

	Federal Tax Exemption Determination Letter
	Applicant's Procurement Procedures (per 2 CFR Part 215.44)
	Audited FY 2017 Financial Statements (see below regarding alternative)
	FY 2017 Single Audit Report (<i>only required of applicants that <u>spent \$750,000 or more in federal funds during FY 2017</u>; see below regarding alternative</i>)
	Signed Copy of FY 2017 Federal Tax Form 990 (see below regarding alternative)

*If audited FY 2017 Financial Statements, Single Audit Report, and Tax Forms 990 and 1099 are not available at the time this application is due, identify the last date of your agency's fiscal year during calendar year 2017 here _____ AND submit the FY 2017 documents as noted below. **Note that, if your project is selected for funding, you will be required to submit the FY 2017 documents on or before 11/01/2019. The allocation reserved for your project will be assigned to another project if this deadline is not met. No exceptions will be made.***

	Acknowledgement regarding reallocation of awarded funds if, as applicable, FY 2017 Audited Financial Statements, Tax Forms 990 and 1099 and FY 2017 Single Audit Report, are not submitted by 10/1/2019.
	Audited FY 2017 Financial Statements
	FY 2017 Single Audit Report (<i>only required of applicants that <u>spent \$500,000 or more in federal funds during FY 2017</u></i>)
	Signed Copy of FY 2017 Federal Tax Form 990

PROJECT-SPECIFIC REQUIREMENTS: For PUBLIC SERVICE PROJECTS projects only

	Copy of Rental or Lease Agreement (<i>A copy of the lease is only required if CDBG funds are proposed to be used to make a portion of lease payments.</i>)
--	--------------------------------------------------------------------------------------------------------------------------------------------------------------

CDBG Eligible Activity for Public Services Projects (select all that apply):

<i>Public Services:</i>	
General Public Services	Child Care Services
Homeless/AIDS Services	Health Services
Senior Services	Abused and Neglected Children
Disability Services	Mental Health Services
Legal Services	Lead Based Paint/Lead Hazards Screening
Youth Services	Subsistence Payments
Transportation Services	Homeownership Assistance (not direct)
Substance Abuse Services	Rental Housing Subsidies
Battered and Abused Spouses	Security Deposits
Employment Training	Housing Counseling
Crime Awareness	Neighborhood Cleanups
Tenant/Landlord Counseling	Food Banks

PROJECT-SPECIFIC REQUIREMENTS: For PUBLIC FACILITY IMPROVEMENT PROJECTS only

	Written documentation of the construction schedule developed for the proposed project.
<i>If property proposed to be improved with CDBG funds is leased or rented by applicant:</i>	
	Certification Regarding Property Owner Authorization to Complete CDBG Activities on Property
	Copy of Lease Agreement. <i>(Note that the lease expiration must be no earlier than 5 years from the project completion date for the project to be eligible.)</i>
<i>If property proposed to be improved with CDBG funds is owned by applicant:</i>	
	Copy of Deed
<i>Given that projects must be completed on/or before December 31, 2019, provide evidence to demonstrate project readiness. As available/applicable, mark the items being submitted below. (If any of these are not available and/or applicable to your project, attach a brief narrative explaining why that is and/or their status, if applicable):</i>	
	Building Permit(s)
	Discretionary Permit(s) <i>(such as Site Development Permit or Conditional Use Permit)</i>
	Governing Board Resolution(s)
	Copy of Phase I Environmental Site Assessment <i>(title page and executive summary only)</i>
	Copy of Historical Resource Technical Report <i>(title page and executive summary only)</i>
	Copy of Asbestos and Lead-Paint Assessment Report <i>(title page and executive summary only)</i>
	Attached brief narrative explaining why documentation above is not applicable and/or currently available and its status, if applicable
<i>If relocation of tenants will be required to complete project activities:</i>	
	Copy of Agency Relocation Plan approved by the State of Wisconsin
	Copy of General Information Notice Issued to Tenants <i>(Required to be issued to impacted tenants prior to submission of FY 2019 CDBG application.)</i>

CDBG Eligible Activity for Public Facility Improvement Projects (must select one):

<i>Public Facilities and Improvements:</i>			
	Senior Centers		Health Facilities
	Centers for the Disabled		Facilities for Abused and Neglected Children
	Homeless Facilities		Facilities for AIDS Patients
	Youth Centers		Tree Planting
	Neighborhood Facilities		Asbestos Removal
	Parking Facilities		Other Public Facilities/Improvements
	Child Care Centers		
<i>Public Facilities and Improvements – Municipal/Government Department Applicants Only:</i>			
	Parks, Recreational Facilities		Water/Sewer Improvements
	Street Improvements		Sidewalks

CDBG Eligible Activity for Housing Rehabilitation Project (must select one):

Residential Rehabilitation:	
	Single-Unit Residential
	Multi-Unit Residential
	Energy Efficiency Improvements
	Lead-Based Paint/Lead Hazards Testing/Abatement
	Special Residential Projects

PROJECT-SPECIFIC REQUIREMENTS: For ECONOMIC DEVELOPMENT projects only

CDBG Eligible Activity for Economic Development Projects (must select one):

	Economic Development: Microenterprise Assistance
	Economic Development: Other job creation

OPTIONAL DOCUMENTS: Not required from any applicant, but enter an "X" next to the items included in your application submittal

	Exhibits: These refer to no more than two 8.5" X 11" pages of exhibits that you may use to supplement your application materials. You may include photographs, charts, pictures, conceptual drawings, and/or anything else you consider suitable within the 2-page limit (may be in color or black and white).
	You may submit up to 10 letters of support for your project as part of your application submittal. Non-profits are encouraged to get municipal letters of support.



**QUESTIONNAIRE REGARDING CONFLICT OF INTEREST AND PROCUREMENT POLICIES
FY 2019 CDBG PROGRAM APPLICATION PROCESS**

Federal, State and Local law prohibits employees and public officials of Milwaukee County from participating on behalf of the County in any transaction in which they have a financial interest. This questionnaire must be completed and submitted by each applicant for CDBG funding. The purpose of this questionnaire is to determine if the applicant, its staff, or any of the applicant’s Board of Directors would create conflict of interest.

1. Is there any member(s) of the applicant’s staff or any member(s) of the applicant’s Board of Directors or governing body who currently is or has/have been within one year of the date of this application a County employee or consultant, or a member of the County Board, a County Advisory Board, a County Commission, and/or a County Committee?

Yes _____ No _____ If yes, list the name(s) and affiliation below:

NAME	POSITION	AFFILIATION WITH COUNTY

2. Will the CDBG funds requested by the applicant be used to award a subcontract to any individual(s) or business affiliate(s) who currently is or has/have been within one year of the date of this application a County employee or consultant, or a member of the County Board, a County Advisory Board, a County Commission, and/or a County Committee?

Yes _____ No _____ If yes, list the name(s) and affiliation below:

NAME	POSITION	AFFILIATION WITH COUNTY

3. Is there any member(s) of the applicant’s staff or member(s) of the applicant’s Board of Directors or other governing body who are business partners or family members of a County employee, consultant, or a member of the County Board, a County Advisory Board, a County Commission, and/or a County Committee?

If you have answered “YES” to any of the questions listed in this form, the CDBG Program office, alongside the County Corporation Counsel Office, will need to determine whether a real or apparent conflict of interest exists.

Yes _____ No _____ If yes, list the name(s) and affiliation below:

NAME	POSITION	AFFILIATION WITH COUNTY

Name of Agency

Signature of Authorized Signing Official/Representative

Date

Print/Type Name of Authorized Signing Official/Representative



CERTIFICATION REGARDING FY 2019 CDBG APPLICATION SUBMISSION

Public Service, Economic Development and Housing

The undersigned acknowledges the following:

1. That the applicant confirms that program and fiscal staff have attended at a minimum of one session of the mandatory FY 2019 CDBG Application Training and signed the attendance log, as required. Applicant understands that if the CDBG Program Office cannot verify such attendance, this application will be deemed “ineligible” and will not be forwarded for FY 2019 CDBG Program funding consideration.
2. That, the best knowledge and belief, all factual information provided is true and correct and all estimates are justifiable. This application and all attachments are complete and accurate.
3. **That submittal of an application for the project is NOT a guarantee of funding from Milwaukee County.**
4. That the proposed project described in this application meetings the following National Objective: Benefits low- or moderate-income (LMI) persons, governing the use of CDBG funds per 24 CFR 570.208, Section A.
5. That all CDBG funded activities shall be within Milwaukee County jurisdiction and/or benefit Milwaukee County residents. The jurisdiction includes Milwaukee County municipalities excluding the Cities of Milwaukee, West Allis and Wauwatosa. Applicants for Direct Homeownership Assistance and Micro Enterprise Assistance activities understand that 100% of the clients assisted must be LMI persons.
6. That no revised applications may be made in connection with this application once the deadline for applications has passed, unless the CDBG Program Office mandates revisions and/or additional documentation during their application review process.
7. That an application scoring process has been implemented for all FY 2019 CDBG Applications. Eligible FY 2019 CDBG Applications will be scored and forwarded to the Economic and Community Development Committee for review. Funding recommendations will be based on the total score received for each application reviewed. The funding recommendations will be forwarded to the County Board for approval.
8. **That applications determined to be “ineligible” by the Housing Division will not be forwarded to the Economic and Community Development Committee for FY 2019 CDBG Program funding consideration.**
9. That past program and financial performance will be considered in reviewing this application.
10. **That, after the Housing Division review of this application and supporting documents, it is determined that the program and/or fiscal eligibility cannot be determined, required supporting documents were missing and/or application instructions were not adhered to, the applicant understands that this application shall be deemed to be in “non-compliance” and will be required to undergo a “Secondary Review Process” to address all issues identified.** If such issues are not satisfactorily addressed, the applicant understands that this application will be deemed “ineligible” and will not be forwarded for FY 2019 CDBG Program funding consideration. Should the issues be satisfactorily addressed, information regarding the secondary review process will be made available to the Economic and Community Development Committee for consideration in their review and scoring of applications.
11. That, if the project is funded, Milwaukee County reserves the right to reduce and/or cancel the allocation if federal entitlements are cancelled, reduced, or rescinded.
12. **That the project may be approved at a smaller level of funding that was requested, based on the amount of the FY 2019 CDBG funding available to award.**
13. That a project’s FY 2019 funding does not guarantee its continuation in the County’s subsequent action plans. Applicant understands that awarded CDBG funds are NOT an ongoing source of operating support. Even if approved for FY 2019 funding, there is no guarantee that approved projects will receive funding in future years. In accordance with Milwaukee County Resolution 02-239 from April 2002, an application will be funded at a minimum of \$25,000. The maximum amount of funding per non-County sponsored project is \$40,000 per Resolution 93-861.



CERTIFICATION REGARDING FY 2019 CDBG APPLICATION SUBMISSION
Public Service, Economic Development and Housing

Page 2

14. That, if the project is funded, a written executed contract that includes a statement of work, records retention and reporting, program income procedures, local and federal requirements, circumstances that would trigger grant suspensions and terminations, and reversions of assets would be required between the applicant and Milwaukee County.
15. That, if the project is funded, the applicant shall comply with all federal and County policies and requirements, County procedures must be followed, as applicable to the CDBG Program.
16. That, if the project is funded, all required federal and County certifications and assurances shall be adhered to.
17. That, if the project is funded, the applicant shall not use CDBG funds for grant writing, fundraising or lobbying per 2 CFR 200.
18. That, if the project is funded, the applicant understands that CDBG funds may not be utilized to support inherently religious activities such as worship, religious instruction, or proselytization. Applicant understands that CDBG funds can only be utilized to pay for activities attributable to CDBG-eligible activities and the project must serve all eligible beneficiaries without regard to religion.
19. That, if the project is funded, the applicant understands that Fair Housing materials/brochures must be posted and/or accessible at the program locations. Applicant also understands that project facilities may be reviewed for compliance with Section 504 and ADA Requirements.
20. That, if the project is funded, the County will perform a National Environmental Policy Act (NEPA) review prior to the obligation of funds (execution of a written agreement).
21. That proof of required insurance coverage will be submitted to the County prior to the execution of a written agreement. Applicant understands that the execution of a written agreement will be delayed until proof of required insurance is submitted to the County.
22. That written signatory authority from the applicant's governing body indicating who can execute written agreements/contracts and amendments on its behalf has been included with this application packet.
23. That, if the project is funded, sufficient funds are available from non-CDBG sources to complete the project as described on a reimbursement basis.
24. That, if the project is funded, the applicant understands that the most recent financial statement (immediate prior fiscal year end) and tax forms must be submitted on or before May 15, 2019. The allocation reserved for applicant's project will be assigned to another project if this deadline is not met. No exceptions will be made. Services will not be approved for implementation until these fiscal documents can be reviewed to determine compliance with the CDBG Program's fiscal requirements.
25. That, if the project is funded, the proposed services/activities listed in this application may be implemented without delay upon the execution of a written agreement between Milwaukee County and the applicant.
26. That the applicant is fully capable of fulfilling its obligation under this application
27. That the proposed funding request represents the amount needed to complete the project within a period of one year, not to exceed 12 months from the start of FY 2019 (January 1, 2019).
28. That, if the project is funded, the applicant understands that a request to revise the "project category" OR "project description" listed in this application will not be accepted by the CDBG Program Office.
29. That, if the project is funded, the applicant understands that CDBG funds are provided on a reimbursement basis and that require Quarterly Reports and supporting documentation must be reviewed and accepted by an assigned CDBG Project Manager prior to approval of reimbursement payment to the applicant.



CERTIFICATION REGARDING FY 2019 CDBG APPLICATION SUBMISSION
Public Service, Economic Development and Housing

30. That, if the project is funded, the applicant understands that CDBG funds are provided on a reimbursement bases and that required Requests for Reimbursement reports and supporting documentation must be reviewed and accepted by the CDBG Fiscal Unit, pursuant to HUD's Playing by the Rules Handbook and the CDBG/HOME Sub-Recipient Manual, prior to approval of payment to the applicant.
31. That the applicant understands that all CDBG funds allocated to projects must be expended within 18 months from the start of FY 2019 (January 1, 2019), or such funds will be presented to the County Board for reprogramming.
32. That the applicant does not have any unresolved audit findings for prior CDBG and/or other federal-funded projects.
33. That the applicant understands that the County may verify any or all statements contained in this application packet, and that any intentionally false information or omission may disqualify the applicant from consideration for CDBG funding in the current and future years.
34. That the applicant understands that, upon submission, this application packet becomes the property of Milwaukee County and will not be returned to the applicant in whole or in part.
35. That the undersigned has reviewed this application packet for completeness and accuracy and has approved the description, performance goals, budget, and other aspects of the described project listed in this application.
36. That, if the project is funded, the applicant understands that the CDBG Program Office reserves the right to require final revisions to proposed scope of work/services and/or budget line items prior to the execution of a written agreement utilizing FY 2019 CDBG Funds.
37. That, if the project is funded, the applicant agrees to accept and execute the County's boilerplate agreement for the funding.
38. That the applicant possesses the legal authority to apply for CDBG funds and to implement the proposed project.
39. That the governing body of the applicant agency authorizes the submission of this application.

By signature below, the applicant acknowledges the information listed on this certification:

Name of Agency

Signature of Authorized Signing Official/Representative

Date

Print Name of Authorized Signing Official/Representative

Appendix G: Certifications Required of All Recipients of 2019 CDBG Funding

Every person or Agency awarded a 2019 CDBG Contract or grant by Milwaukee County for the provision of services shall be required to certify to the County that they will comply with federal requirements including, but not limited to, those listed below. The person authorized to sign CDBG Agreements (see Appendix H) should initial each certification listed to indicate you or your agency can and will comply with these requirements if funded.

Required Certifications		Initials
Americans with Disabilities Act	Certify that this agency has reviewed its projects, programs and services for compliance with all applicable regulations contained in Title II, Americans with Disabilities Act of 1990.	
Audits	Agrees to have an annual audit conducted in accordance with current Milwaukee County policy regarding audits and OMB Circular A-133. Shall comply with current Milwaukee County policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided through the grant.	
Conflict of Interest	(24 CFR 84.42 and 570.611) Certify and agree that no covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activity, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. A "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the agency.	
Civil Rights Act	Certify that it complies with and prohibits discrimination in accordance with Title VI of the Civil Rights Act of 1964.	
Debarred/Suspended Contractor	Certify that, to the best of its knowledge and belief, that it and its principals will not knowingly enter into any subcontract with a person who is, or organization that is, debarred, suspended, proposed for debarment, or declared ineligible from award of contracts by any Federal agency (https://www.sam.gov/portal/public/SAM/)	
Drug-Free Workplace	Certify that it will provide a drug-free workplace.	
Financial Management	Accounting Standards: Agrees to comply with 24 CFR 84.21-28 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.	
	Cost Principles: Shall administer its program in conformance with OMB Circulars A-122, "Cost Principles for Non-Profit Organizations," or A-87, "Cost Principles for State and Local Governments," as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.	
	Procurement Policies: Certify and agree to procure all materials, property, or services in accordance with the requirements of 24 CFR 84.40-48	

Required Certifications		Initials
Lobbying Activities	Certify that no Federal appropriated funds have been paid or will be paid, by or on behalf of the agency, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.	
Minority Business Enterprise (MBE), Women's Business Enterprise (WBE), Small Business Contracting	Certify that it will comply with 24 CFR Part 85.369(E) to take all necessary affirmative steps to assure that minority firms, women business enterprises, and labor surplus area firms are used when possible. Further certify that it will submit to Milwaukee County at the time of project completion a report of the MBE and WBE status of all subcontractors to be paid with CDBG funds with contracts of \$10,000 or greater, in a format that will be provided by the County.	
Real Property	Certify that it will comply with real property standards (24 CFR Part 570.505) applicable to any property within the owner's control that is acquired or improved in whole or in part using CDBG funds in excess of \$25,000.	
Religious Activities	Certify and agree that funds provided to the agency will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.	
Section 3	Certify and agree to ensure that opportunities for training and employment arising in connection with contracts or subcontracts for a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.	
Section 504	Section 504 of the Rehabilitation Act of 1973: Certify that it has read and understands all of its obligations under Section 504 to prohibit discrimination against persons with disabilities in the operation of programs receiving federal financial assistance.	

Appendix H: Designated Authorized Signatures

Please provide the information listed below to certify the designated individuals authorized to sign documents on the agency’s behalf. **Agency self-certification is not acceptable and a second signature is required. Please submit a new form each time any of the listed information is revised during the executed agreement period.**

AGENCY: _____

PROJECT: _____

AGENCY BOARD CHAIR PERSON/PRESIDENT CERTIFICATION OF DESIGNATED INDIVIDUALS AUTHORIZED TO SIGN DOCUMENTS ON THE AGENCY’S BEHALF, AS SUBMITTED BY THIS FORM:

NAME/TITLE: _____

SIGNATURE: _____

PRIMARY PERSON AUTHORIZED TO SIGN CDBG AGREEMENTS AND AMENDMENTS:

NAME/TITLE: _____

SIGNATURE: _____

PRIMARY BOARD OFFICER AUTHORIZED TO SIGN CDBG REQUESTS FOR REIMBURSEMENT AND BUDGET ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

PRIMARY PERSON AUTHORIZED TO SIGN CDBG REQUESTS FOR REIMBURSEMENT AND BUDGET ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

PRIMARY PERSON AUTHORIZED TO SIGN CDBG MONTHLY PROGRAMMATIC REPORTS AND SCOPE ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

Appendix H: Designated Authorized Signatures (Continued)

ALTERNATE INDIVIDUALS AUTHORIZED BY AGENCY BOARD CHAIR/PRESIDENT TO SIGN DOCUMENTS

ALTERNATE PERSON AUTHORIZED TO SIGN CDBG AGREEMENTS AND AMENDMENTS:

NAME/TITLE: _____

SIGNATURE: _____

ALTERNATE BOARD OFFICER AUTHORIZED TO SIGN CDBG REQUESTS FOR REIMBURSEMENT AND BUDGET ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

ALTERNATE BOARD OFFICER AUTHORIZED TO SIGN CDBG REQUESTS FOR REIMBURSEMENT AND BUDGET ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

ALTERNATE PERSON AUTHORIZED TO SIGN CDBG REQUESTS FOR REIMBURSEMENT AND BUDGET ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

ALTERNATE PERSON AUTHORIZED TO SIGN CDBG MONTHLY PROGRAMMATIC REPORTS AND SCOPE ADJUSTMENT REQUESTS:

NAME/TITLE: _____

SIGNATURE: _____

Section 1: Project Details & Approach (Max Score: 45 Points; 20 for approach, 15 for need and justification, 10 for benefit to LMI persons or households; Max Length-1 Page)

1.1. Provide a concise description of the proposed project.

(Max Length for Questions 1.10 to 1.14: 2 Pages)

1.7. Explain how the proposed project addresses the priority/category selected in 1.6:

1.8. Summarize any statistics and other supporting documentation that demonstrate the importance of addressing this need or problem.

1.9. How does your agency plan to tell the target population about the project/service?

1.10. List up to three outcomes/results of the project (at least one is required.) For each outcome listed, provide the number of participants who will benefit and the way data will be collected to track or verify the outcome.

1.11. Will the project collaborate with other service providers in the community? Yes No
If yes, list and briefly describe the collaboration below.

Section 2: Target Population/Jurisdiction (Max Score: 20 Points; Max Length: 1 Page)

2.1. What is the target population for this project?

2.2. If LMC, LMH or LMJ Project: How does your agency track and record client demographics?

2.3. If LMA Project: What specific census tracts or block groups does the project intend to serve? Attach map of the service area and/or census tract data of project location.

NOTE: Questions 2.4 to 2.9 relate **ONLY** to **Public Service Projects**

2.4. Indicate whether the project will be serving Individual Clients (IC) or Households (HH): IC HH

2.5. Estimated total number of unduplicated clients/households to be served: _____

2.6. Estimated total number of unduplicated LMI clients/households to be served: _____

2.7. Percentage of LMI clients/households to be served: _____

2.8. Estimated cost per client/household: _____

2.9. CDBG funds received from Milwaukee County may **ONLY** be used to serve residents within the Milwaukee County Jurisdiction, excluding the Cities of Milwaukee, West Allis and Wauwatosa.

Will your project serve residents outside of the service area? Yes No

How will you document the services provided to these residents?

Section 3: Agency Capacity, Experience (Max Score: 5 Points)

If the proposed project is funded, this form will be used to facilitate correspondence with the Project Agency's staff. The individual listed as the Program Contact should be able to respond to questions regarding the programmatic activities and reports. The individual listed as the Fiscal Contact should be able to respond to questions regarding the fiscal activities and reports.

3.1. Who will be the person responsible for the overall oversight of the proposed project (primary contact)?

Name: _____ Title: _____
 Phone: _____ Email: _____
 Date first employed: _____
 Education/Experience: _____

3.2. Who will be the alternate person responsible for the overall oversight of the proposed project?

Name: _____ Title: _____
 Phone: _____ Email: _____
 Date first employed: _____
 Education/Experience: _____

3.3. Who will be the person(s) responsible for the day-to-day operations and management of the proposed project?

Provide no more than two individuals.

Name: _____ Title: _____
 Phone: _____ Email: _____
 Date first employed: _____
 Education/Experience: _____

Name: _____ Title: _____
 Phone: _____ Email: _____
 Date first employed: _____
 Education/Experience: _____

3.4. Who will be the person(s) responsible for the financial oversight of the CDBG expenditures and fiscal compliance?

Provide no more than two individuals.

Name: _____ Title: _____
 Phone: _____ Email: _____
 Date first employed: _____
 Education/Experience: _____

Name: _____ Title: _____
 Phone: _____ Email: _____
 Date first employed: _____
 Education/Experience: _____

(Max Length for Questions 3.5 to 3.8: 1 Page)

- 3.5. List the evaluation tools your agency plans to employ to track and monitor the progress toward meeting the goals and expected outcomes (see question 1.3):
- 3.6 How does your agency plan to ensure compliance with applicable policy and procedural requirements including gathering income, race, and ethnicity data of clients/households served (including those listed in HUD's *Playing by the Rules Handbook, Chapter 5: Record Keeping and Reporting Requirements*)?
- 3.7. Describe any unresolved ADA issues in the project or project offices and how your agency plans to address them. If the objective of the project is ADA rehabilitation, do not repeat project description here.

Section 4: Auditing Control, Qualifications (Max Score: 5 Points; Max Length: 2 Pages)

4.1. Briefly describe your agency's payment and disbursement procedures with relevance to the proposed project:

4.2. Describe how your agency's Board of Directors exercises programmatic and fiscal oversight:

4.3. Briefly describe your agency's financial reporting system/accounting procedures with relevance to the proposed project:

4.4. Briefly describe your agency's record keeping system with relevance to the proposed project:

Section 4: Auditing Control, Qualifications (Continued)

4.5. Briefly describe your agency's auditing requirements, including those for the proposed project:

4.6. Briefly describe your agency's internal controls to minimize opportunities for fraud, waste and mismanagement:

4.7 How does your agency plan to segregate CDBG funds from other agency funds for purposes of identification, tracking and reporting?

Section 5: Agency Experience (Max Score: 5 Points; Max Length: 1 Page for Sections 5 and 6 combined)

5.1. Briefly highlight your agency's experience and major accomplishments in providing services to LMI residents and/or communities. You may expand in Appendix A.

5.2. Has your agency received CDBG or other federal funds in any of the past three fiscal years (2015-2017)? Yes No
If yes, complete Appendix E for each of the grants received for the three fiscal years 2015, 2016 and 2017.

Section 6: Back-Up Plan (Max Score; Max Length: 1 Page for Sections 5/6 Combined)

6.1. Will your agency still implement this project should CDBG funds not be awarded? If yes, how will the implementation be achieved?

6.2. If funded, how will your agency continue this project if CDBG funds are not available in future years?

Appendix A: Narrative of Project (Max Length: 1 Page)

Explain below your proposed project and make the case why it should be awarded funding.

Appendix B: Public Facility Improvement Projects Only (Max Length for Questions B.1 to B.7: 1 Page)¹

B.1. Have the construction plans and drawings been completed? Yes No

If no, indicate the anticipated date of completion: _____

B.2. Will you be able to select and award a contract to a general contractor within 90 calendar days from the CDBG contract execution date? If no, please explain why below: Yes No

B.3. Summarize the construction manager's relevant experience on similar federally funded projects.

B.4. Address the mitigation of any issues identified on the "Project Site Information" section (see questions B.8 to B. 16) with respect to lead hazards, historic preservation, asbestos, location in a flood plain, or other documented health and safety problems. Were any of these issues identified? If yes, identify each issue and the mitigation below: Yes No

B.5. How will the completed work be maintained for at least 5 years after the termination of the agreement with Milwaukee County?

B.6. Has funding for the construction phase been identified and committed? Yes No

If no, describe below the issues preventing your agency from seeking outside funding:

B.7. Does your agency have a relocation plan for occupants that need to be relocated? Yes No

If yes, where are you with state approval?

¹ For Appendix B only – If legally necessary complete responses cannot be provided within the page-count constraints, then provide a brief summaries of the responses above and reference and attach outside documentation.

Project Site Information (Max Length for Questions B.8 to B.16: 2 Pages)

B.8. Is the facility agency-owned, municipal-owned or privately-owned?

Agency-owned Indicated the property owner(s): _____

Is there currently a lien on the property? Yes No

Municipality-owned Indicate the property owner/department: _____

When will the lease expire? _____

Note: The lease must not expire within five years of the proposed project's completion date.

Is there currently a lien on the property? Yes No

Private-owned Indicate the property owner(s): _____

When will the lease expire? _____

Note: The lease must not expire within five years of the proposed project's completion date.

Is there currently a lien on the property? Yes No

Other Provide a brief explanation:

B.9. How old is the property/building in terms of years: _____

For building/structures constructed prior to December 31, 1978:

Has a lead hazard risk assessment report been issued for the facility? Yes No

Has the facility been abated for lead paint? Yes No

Will children occupy the facility? Yes No

If yes, indicate the age range of the children who will occupy the facility: _____

B.10. Has the property been designated or determined to be potentially eligible for designation as a local, state or national historic site? If yes, describe below. Yes No

B.11. Is the building/structure located on a Historic Site? Yes No

Is the building/structure located in a Historic District? Yes No

Is the building/structure in a flood zone? Yes No

Is the building/structure in a flood plain? Yes No

Does your agency have flood insurance? Yes No

Will demolition be required? Yes No

B.12. List and describe any known hazards (e.g. asbestos, storage tanks - underground/above ground):

B.13. Will the project result in an expansion of an existing facility? Yes No

If yes, specify the size in square feet: Existing size: _____ After expansion size: _____

Appendix C: Detailed Budget (Max Score: 5 Points)

Complete the attached detailed budget forms in MS Excel pertaining to your project category

Project Category (check only one):

Public Service - Complete Appendices C-1, C-2 and C-3

Economic Development - Complete Appendices C-1, C-2 and C-3

Public Facilities Improvement - Complete Appendices C-1, C-2 and C-4

Minor Residential Rehabilitation - Complete Appendices C-1, C-2 and C-5

Summary of Budget Forms to be completed:

- All project categories must complete the following:
 - Appendix C-1: List of All Funding Sources for the Project
 - Appendix C-2: Three-Month Cash Rule Test
- Depending on the category of your proposed project, complete one of the following:
 - Appendix C-3: Public Service or Economic Development Project (PS/ED)
 - Schedule 1 – Budget Exhibit
 - Schedule 2 – Personnel Schedule: Gross Pay
 - Schedule 3 – Personnel Schedule: Fringe Benefits
 - Schedule 4 – Indirect Cost/Administrative Overhead (IC/AO) Calculation
 - Schedule 5 – Budget Justification
 - Appendix C-4: Public Facilities Project (PFI)
 - Schedule 1 – Budget Exhibit
 - Schedule 2 – Budget Justification
 - Appendix C-5: Minor Residential Rehabilitation (MRR)
 - Schedule 1 – Budget Exhibit
 - Schedule 2 – Personnel Gross Pay: Project Management
 - Schedule 3 – Personnel Gross Pay: Fringe Benefits
 - Schedule 4 – Personnel Gross Pay: Construction Management
 - Schedule 5 – Fringe Benefits: Construction Management
 - Schedule 6 – FY 2016 Budget Justification

Appendix D: Implementation/Planning (Max Length: 1 Page;)

Provide a listing below of the specific tasks or activities needed to implement the proposed project and a timeline for their completion. Include progress reports to Milwaukee County, Request for Reimbursement, etc.

#	Task/Activity	Description	Completion Date
---	---------------	-------------	-----------------

Appendix E: Results of Fiscal Year 2015 (Maximum 5 points; Max Length: 1 Page per Project/Year)

If your agency received federal funds in Fiscal Year 2015, complete the following information

E.1. Agency Name: _____

E.2. Project Name: _____

E.3. Indicate amount awarded and spent by source below:

Source	Amount Awarded	Amount Spent
--------	----------------	--------------

CDBG

HOME

HOPWA

ESG

OTHER

Indicate Source: _____

E.4. Amount remaining: _____

E.5. Indicate the anticipated outcomes (refer to original application if necessary):

Outcome:

Outcome:

Outcome:

E.6. Indicated the achieved outcomes:

Achievement:

Achievement:

Achievement:

E.7. If outcomes were NOT achieved, please explain:

Appendix E: Results of Fiscal Year 2016 (Maximum 5 points; Max Length: 1 Page per Project/Year)

If your agency received federal funds in Fiscal Year 2016, complete the following information

E.1. Agency Name: _____

E.2. Project Name: _____

E.3. Indicate amount awarded and spent by source below:

Source	Amount Awarded	Amount Spent
--------	----------------	--------------

CDBG

HOME

HOPWA

ESG

OTHER

Indicate Source: _____

E.4. Amount remaining: _____

E.5. Indicate the anticipated outcomes (refer to original application if necessary):

Outcome:

Outcome:

Outcome

E.6. Indicated the achieved outcomes:

Achievement:

Achievement:

Achievement:

E.7. If outcomes were NOT achieved, please explain:

Appendix E: Results of Fiscal Year 2017 (Maximum 5 points; Max Length: 1 Page per Project/Year)

If your agency received federal funds in Fiscal Year 2017, complete the following information

E.1. Agency Name: _____

E.2. Project Name: _____

E.3. Indicate amount awarded and spent by source below:

Source	Amount Awarded	Amount Spent
--------	----------------	--------------

CDBG

HOME

HOPWA

ESG

OTHER

Indicate Source: _____

E.4. Amount remaining: _____

E.5. Indicate the anticipated outcomes (refer to original application if necessary):

Outcome:

Outcome:

Outcome

E.6. Indicated the achieved outcomes:

Achievement:

Achievement:

Achievement:

E.7. If outcomes were NOT achieved, please explain:

Appendix F: Roster of Board Members & Professions

Provide a roster of the members of your agency's Board of Directors and their professions:

Name	Board Position	Profession/Affiliation	Member of Target Population	Resides in Target Area
------	----------------	------------------------	-----------------------------------	------------------------------

Appendix C-1 List of All Funding Sources for the Project

**Milwaukee County
Community Development Block Grant
FY 2019 Application**

This table serves to provide the listing of all funds to be made available for the project. There are 3 steps to the completions of this table:

- Step (1): Enter the FY 2019 CDBG application funding request for this application.
- Step (2): Complete the following table with the amounts of other funding sources that have been secured or funding sources that are unsecured for the implementation of the projects; and
- Step (3): Attach any supporting documentation that verifies the secured funding sources and amounts for the project.

FY 2019 CDBG Application Request from Milwaukee County (Step 1)
List Other Sources Below: (Step 2)

	Amount Secured	Amount Unsecured	% of Total
		\$ 16,000	100%
HOME			0
ESG			#DIV/0!
Other Federal Funds			#DIV/0!
Other Milwaukee County Funds			#DIV/0!
Other Municipal Funds			#DIV/0!
State Funds			#DIV/0!
Private Funds			#DIV/0!
Agency Funds			#DIV/0!
Other			#DIV/0!
			#DIV/0!
Total	\$ -	\$ 16,000.00	\$16,000.00

Appendix C-2: Three-Month Cash Rule Test

**Milwaukee County
Community Development Block Grant Program
Fiscal Year 2019 Application**

The three-month rule issued by the CDBG office as a guideline to determine whether an Agency is solvent enough available cash to take a CDBG projects from beginning to end during the 12-month period allow complete the project. CDBG Projects should not harm the day-to-day operations of the Agency, so enough must be available for both purposes.

Provide the information requested below to demonstrate that the agency has enough cash on hand to complete the proposed project on a reimbursement basis.

Balance Sheet - Audited Financial Statements	Year	2017	Page #
Document must be attached.			
Enter Agency Cash Balance		\$ 12,136,490.00	
Cash cannot include Investment of Receivables			
A. Multiply Agency Cash Balance by 4		\$ 48,545,960.00	
cash available for projects			
List the amount of funding applied for this application.		\$ 16,000.00	
Other FY 2019 CDBG funding applied for.		\$ 208,800.00	
Other FY 2019 CDBG funding applied for.			
B. Sum of all FY 2019 CDBG funds applied for.		\$ 224,800.00	
Compare Agency Cash Balance Available (A) with Total FY 2019 CDBG Funding Requested (B):			
Item A	\$ 48,545,960.00	Item B	\$ 224,800.00
		Difference	\$ 48,321,160.00
Analyze Results			
1 - If difference is a positive amount or equals \$0, the Agency is eligible to apply.			
2 - If the difference is a negative amount, the Agency has the options below:			
The agency can adjust any of the FY 2019 CDBG requested amounts to result in a positive or \$0 balance			
A) Each project meets the minimum required amount of \$10,000 for each of the applications, and			
B) Cash available for projects is now greater than or equal to the total FY 2019 CDBG funding request.			

Appendix C-3 Public Service or Economic Development Projects

Schedule 1- Budget Exhibit

Agency: Village of Brown Deer

Project: Brown Deer Denior Citizens Club and Senior Meal Program

		CDBG	%
Salaries & Wages	Schedule 2	\$ 4,680	
Fringe Benefits	Schedule 3	<u> </u>	
	TOTAL PERSONNEL	\$ 4,680	

Supplies	Schedule 5	\$ 1,000	
Postage	Schedule 5	\$ 750	
consultant Services	Schedule 5	<u> </u>	
Maintenance/Repair	Schedule 5	\$ 11,664	
Publications/Printing	Schedule 5	\$ 1,800	
Transportation	Schedule 5	<u> </u>	
Rent	Schedule 5	<u> </u>	
equipment Rental	Schedule 5	<u> </u>	
Insurance	Schedule 5	<u> </u>	
Utilities	Schedule 5	\$ 2,000	
Telephone	Schedule 5	\$ 600	
Other: _____	Schedule 5	<u> </u>	
_____	Schedule 5	<u> </u>	
_____	Schedule 5	<u> </u>	

TOTAL NON-PERSONNEL \$ 17,814

Total Indirect Costs/Administrative Overhead (IC/AO) _____ 0%
 Schedule 4

(IC/AO Expenses limited to 15% of total CDBG budget)

Total CDBG Project Budget \$ 22,494

Appendix C-3 Public Service or Economic Development Projects

Schedule 3 Personnel Schedule: Fringe Benefits

The purpose of this form is to list the fringe benefits being claimed against CDBG funding request amount. The Total Fringe must match the Budget Exhibit form. Round off totals to whole dollars.

Agency: _____
 Project: _____

1	2	3	4	5	6
Position Title	Fringe Title	Amt. of Insurance	Gross Pay	% Charged	Amount
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total CDBG FRINGE BENEFIT					\$ -

- | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> 1. List all POSITIONS charged against CDBG funding providing direct CDBG project/client activity. 2. List Fringe Benefit title FOR EACH POSITION charged to CDBG funds. 3. List the amount of insurance for each position charged against CDBG funds. 4. Use gross pay for project / total all wages of agency. Then multiply by required percent for each fringe. 5. List percent of gross pay to be multiplied for insurance. |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

<u>Pay Schedule, Check One</u>	
<input type="checkbox"/>	Monthly
<input type="checkbox"/>	Biweekly
<input type="checkbox"/>	Twice a Month

Appendix C-3 Public Service or Economic Development Projects

Schedule 5 - Budget Justification*

Agency: Village of Brown Deer
 Project: BD Senior Citizens Club & Senior Meal Program

Line item:	Amount
Detailed Explanation:	
Salaries and wages for Fitness Instructors	\$ 4,680
Supplies used to organize and create programs	\$ 1,000
Postage to mail Senior Newsletter and other Informational pieces	\$ 750
Costs for cleaning crew after Senior and Meal Program Events	\$ 11,664
Printing costs for Senior News Letter	\$ 1,800
Utility Costs for Senior Club and Meal Program throughout the year	\$ 2,000
Cost of having a phone at the Senior Club and Meal Program facility for a year	\$ 600
TOTAL	\$ 22,494

Line item:	Amount
Detailed Explanation:	
TOTAL	\$ -

Line item:	Amount
Detailed Explanation:	
TOTAL	\$ -

*All line items must be justified in relation to CDBG-funded activities to be completed. Add pages as needed.

55089

55089

W Donges Ln

W Glenbrook Rd

W Carolan Dr

W Piemer Pl

W Brown Deer Rd

W Wahner Ave

W Dean Rd

W Arch Ave

W Port Ave

W Clinton Ave

W Good Hope Rd

W Dinges Ln

W Radcliffe Dr

W Silver Brook Ln

W Greentree Dr

W Wahner Ave

W Dean Rd

W Willow Rd

W Spring Ln

W Parkland Ave

W Fountain Ave

W Calumet Rd

W Clinton Ave

W Good Hope Rd

Service Rd

W Deer Run Dr

W Schroeder Dr

N Arbor Dr

N 51st St

Service Rd

W Willow Rd

W Woodale Ave

W Spring Ln

W Parkland Ave

W Fountain Ave

W Calumet Rd

W Clinton Ave

W Good Hope Rd

W Rivers Edge Cir

N Green Bay Pl

N Green Bay Pl

N Green Bay Pl

N Green Bay Ct

N Green Bay Ct

N Cedarburg Rd

N Sherman Blvd

N 38th St

501.01

501.02

7

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Brown Deer^o
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N 3rd St

N 2nd St

N 1st St



REQUEST FOR CONSIDERATION

COMMITTEE:	Village Board
ITEM DESCRIPTION:	Sidewalk Snow Clearing Policy Change
PREPARED BY:	Matthew S. Maederer, PE, Director of Public Works/Village Engineer
REPORT DATE:	August 17, 2018
MANAGER'S REVIEW/COMMENTS:	<input type="checkbox"/> No additional comments to this report. <input type="checkbox"/> See additional comments attached.
RECOMMENDATION:	Ordinance No. 18- to Repeal and Recreate Chapter 50, Article V of the Village of Brown Deer Village Code, regulating snow and ice removal on public sidewalks, etc.
EXPLANATION:	<p>Currently the Department of Public Works (DPW) clears all snow/ice from all public sidewalks within the public R/W. Due to staff size sidewalks are cleared after the road clearing operation is complete and done during normal working hours (overtime is not authorized for sidewalk clearing operations).</p> <p>DPW utilizes a skid-steer and toolcat w/ v-plow and salter along with a snow blower depending on snow accumulation. In some instances, two (2) staff are utilized, but mainly one (1) staff member is in charge of sidewalk clearing due to equipment availability. The normal amount of time is 4-hours to clear all snow from the sidewalks when the roadway operation calls for a salting. If the trucks are plowing the snow from roadways, then sidewalk clearing usually takes 1-full day (8-hours) to complete.</p> <p>Eliminating sidewalk clearing frees up staff to help finish the road clearing operations and provide a higher level of service. Changing sidewalk clearing operations to the responsibility of the adjacent homeowner also ensures sidewalks are cleared in a timelier manner (if it snows during the weekend the sidewalks aren't cleared until Monday under the current policy).</p> <p>All the adjacent communities have a sidewalk clearing policy where adjacent property owners are responsible for clearing snow. A summary is as follows:</p> <ul style="list-style-type: none">• City of Glendale<ul style="list-style-type: none">○ 24-hours from the time snow ceases to accumulate• Village of Grafton<ul style="list-style-type: none">○ 24-hours• City of Port Washington<ul style="list-style-type: none">○ 24-hours• City of Cedarburg<ul style="list-style-type: none">○ 24-hours w/ minimum 4-ft wide path

- Village of Shorewood
 - 12-hours
- City of Milwaukee
 - 24-hours
- City of West Allis
 - 24-hours
- Village of Saukville
 - 24-hours
- City of Wauwatosa
 - By noon of the day following any snowfall or accumulation of ice. Where snow continues to fall for some time, it shall be removed immediately after the snowfall ends
- Village of Whitefish Bay
 - 24-hours

Total sidewalk and bike-path mileage is 16.5. DPW clears 14-miles of sidewalk, the school district clears 1.5-miles and Milwaukee County clears 1.0-miles.

Under the revised policy the sidewalk clearing breakdown is as follows:

Organization	Sidewalk/Bike Path (miles)	Future*** (as per adopted sidewalk plan)
Village	4.5	5.5 (1.0 possible additions)
School District	1.5	1.5
Milwaukee County	1.0	1.0
Residents/Businesses	9.5	10.5 (1.0 possible additions)

***Future Sidewalk Includes (but is not limited to):

- Bradley Road (West Limits to N. 60th Street) – VILLAGE
- Teutonia (Original Village to Dean Road) – VILLAGE
- Green Bay Road/STH 57 Urban Interchange Reconstruction – VILLAGE
- Sherman (Dean Road to Bradley Road – RESIDENTS
- N. 51st Street (Green Brook to Fairy Chasm) – RESIDENTS
- Brown Deer Road/STH 100 (N. 68th Street to Arbon Drive – RES/BUSINESS

Attachments:

- Ordinance No. 18- An Ordinance to Repeal and Recreate Chapter 50, Article V of the Village of Brown Deer Village Code, regulating snow and ice
- Sidewalk Map

**An Ordinance to Repeal and Recreate Chapter 50,
Article V of the Village of Brown Deer Village Code,
regulating snow and ice**

Ordinance No. 18-

**THE VILLAGE BOARD OF THE VILLAGE OF BROWN DEER DOES HEREBY ORDAIN AS
FOLLOWS:**

SECTION I.

Chapter 50, Article V of the Village of Brown Deer Village Code is hereby repealed and recreated to read as follows:

Article V. SNOW AND ICE

Section 50-116 Duty to remove

- (A) The owner, occupant or person in charge of any property that abuts a public sidewalk along its front or side property lines shall remove and clear or cause to be removed and cleared all snow and ice to the width of said sidewalk within 24 hours after the snow or ice shall cease to fall. When ice has formed on any such sidewalk that it cannot be removed, the owner, occupant or person in charge of the abutting premises shall prevent such ice from causing a hazard to the users of the sidewalk by sprinkling the walk with sand, abrasive material or other product designed to limit ice accumulation. Sidewalks that are to be cleared by the Village are designated on the official Village Sidewalk Map kept in the office of the Brown Deer Public Works Department.
- (B) If the owner, occupant or person in charge of any property abutting, front or side, upon the public sidewalk shall fail to clean the sidewalk as provided in subsection (A), the Village Manager or his designee is authorized to clean said sidewalk.
1. The expense of snow and ice removal by the Village, as herein provided, shall be charged against the owner of the property abutting or fronting upon any such sidewalk and may be entered as a special tax against such premises to be collected in all respects like other taxes upon real estate, as provided in sec. 66.615(3)(f) of the Wisconsin Statutes.

Section 50-117 Casting snow on public ways

- (A) It shall be unlawful for any person, firm or corporation to place or deposit snow or cause snow to be removed from paved surfaces of private property within the village unless the snow is placed or deposited onto the private property of the owner causing the snow to be removed, or onto the public right-of-way abutting and adjacent to the same property from which it was removed. It is intended that this be construed to mean that property owners may deposit snow on public rights-of-way only if it is deposited on the same side of the street as the property from which it is removed.

Section 50-118 Control of blowing and drifting snow permitted

- (A) Erection of temporary snow fences for control of blowing and drifting of snow shall be permitted. Such fences shall be only those of commercially-manufactured snow fence style and, upon erection, shall not in any way obstruct vision at street intersections or along any public right-of-way. Such fences shall not encroach upon any publicly improved right-of-way or easement.
- (B) Such fences shall be permitted to stand from November 1 to the subsequent April 15 each year. Upon expiration of said term, all fence posts, fencing material and all such items related to erection of such fences shall be completely removed by the owner of the land on which such facilities are located.

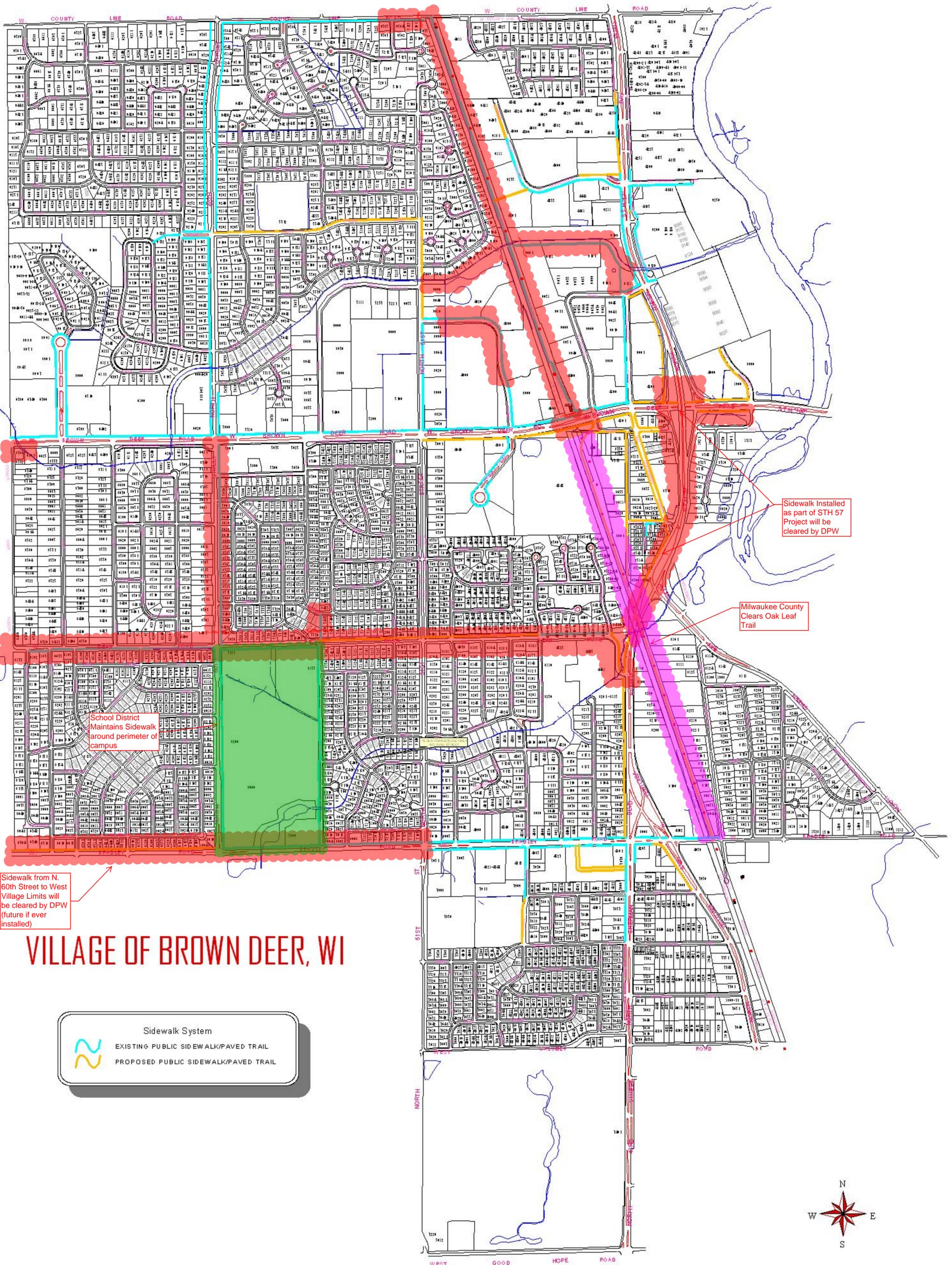
SECTION II. EFFECTIVE DATE.

This Ordinance shall be in full force and effective after its passage and publication according to law.

PASSED AND ADOPTED by the Village Board of the Village of Brown Deer this 20th day of August 2018.

Carl Krueger, Village President

Michael Hall, Village Manager



Sidewalk Installed as part of STH 57 Project will be cleared by DPW

Milwaukee County Clears Oak Leaf Trail

School District Maintains Sidewalk around perimeter of campus

Sidewalk from N. 60th Street to West Village Limits will be cleared by DPW (future if ever installed)

VILLAGE OF BROWN DEER, WI

Sidewalk System

- EXISTING PUBLIC SIDEWALK/PAVED TRAIL
- PROPOSED PUBLIC SIDEWALK/PAVED TRAIL