



Office of the Clerk/Treasurer

W240N3065 Pewaukee Road
Pewaukee, WI 53072
(262) 691-0770 Fax 691-1798

**COMMON COUNCIL
MEETING NOTICE AND AGENDA**

Monday, July 19, 2021

6:30 PM

Common Council Chambers ~ Pewaukee City Hall
W240 N3065 Pewaukee Road ~ Pewaukee, Wisconsin 53072

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1. Call to Order and Pledge of Allegiance
 2. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your District Alderperson prior to the meeting.
 3. Consent Agenda
 - 3.1. Approval of the Accounts Payable Listing Dated July 19th, 2021
 - 3.2. Approve Common Council Meeting Minutes Dated May 3rd, 2021
 - 3.3. Approve Common Council Meeting Minutes Dated May 17th, 2021
 4. Presentation by Baker Tilly Regarding the 2020 Financial Audit [Paul Frantz]
 5. **PUBLIC HEARING** Regarding the Beer and Wine License Request of Urban Slopes and Naming Jared Masters as Agent [Tarczewski]
 6. Discussion and Possible Action regarding the potential fundraising for an all-inclusive playground and splash pad at the Pewaukee Sports Complex. [Phalin / Fuchs]
 7. Discussion and Possible Action Regarding **Ordinance 21-06** Rezoning the Property Located at N6 W27539 Northview Road (PWC 0983-999-005) from Rs-1 Single-Family Residential to Rs-4 Single-Family Residential as Requested by Debra Aukofer [Fuchs]
 8. Discussion and Possible Action Regarding a Certified Survey Map for Debra Aukofer for Property Located at N6 W27539 Northview Road (PWC 0983-999-005) for the Purpose of Dividing the Property Into Three Separate Lots [Fuchs]
 9. **PUBLIC HEARING**, Discussion and Possible Action Regarding a Comprehensive Master Plan Amendment to Change the Year 2050 Land Use/Transportation Plan Use Designation for the City of Pewaukee for Property Located at W225 N3131 Duplainville Road (PWC 0911-993-006) from Floodplains, Lowland & Upland Conservancy and Other Natural Areas, Medium Density Residential, and Government/Institutional to Government/Institutional [Fuchs]
 - 9.1 **Resolution 21-07-27** Recommending Adoption of Ordinance 21-08 to Amend the City of Pewaukee 2035 Comprehensive Master Plan and Neighborhood Plans 2015-2050 to Change the Year 2050 Land Use/Transportation Plan for the Property Located at W225 N3131 Duplainville Road (PWC 0911-993-006)
 - 9.2 **Ordinance 21-08** Amending the City of Pewaukee 2035 Comprehensive Master Plan and

Neighborhood Plans 2015-2050 to Change the Year 2050 Land Use/Transportation Plan for the Property Located at W225 N3131 Duplainville Road (PWC 0911-993-006)

10. Discussion and Possible Action Regarding **Ordinance 21-09** Rezoning the Property Located at W225 N3131 Duplainville Road (PWC 0911-993-006) from A-2 Agricultural and I-2 Rural Institutional to I-2 Institutional for the Purpose of Constructing a New DPW Garage and Recycling Yard for the City of Pewaukee [Fuchs]
11. Discussion and Action Regarding the Woodleaf Reserve Addition #3 Final Plat Located on Weyer Road (PWC 0865-139 & PWC 0868-998) [Wagner]
12. Discussion and Possible Action Regarding Deer Haven Phase 2 Road Reconstruction Project [Wagner]
 - 12.1 Accept the Final Engineers Report
 - 12.2 **Resolution 21-07-25** Levying the Final Assessments
13. Discussion and Possible Action Regarding Steeplechase Phase 1 Road Rehabilitation Project [Wagner]
 - 13.1 Accept the Final Engineers Report
 - 13.2 Approve the Final **Resolution 21-07-26** Levying the Final Assessments
14. Discussion and Possible Action for Reconsideration of the Sharing the Municipal Water Main Oversizing Cost with Westridge Builders for the Swan View Farms Development Phase 2 [Wagner]
15. Discussion and Possible Action Regarding the Last Mile Facility Escrow Agreement for Improvement to Roundy Drive and Roundy Circle to Support the Project [Wagner].
16. Discussion and Possible Action Regarding Alderman Bergman's Letter of Resignation [Mayor Bierce]
17. Discussion and Possible Action to Appoint Members to Various Boards, Commissions and Committees [Mayor Bierce]
18. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your district Alderperson prior to the meeting.
19. Closed Session – You are hereby notified that the Common Council and staff of the City of Pewaukee will convene into closed session after all regular scheduled business has been concluded and upon motion duly made and seconded and acted upon by roll-call vote as required under §19.85(1)(a), Stats. The purpose of the closed session is for the following:
 - §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is currently involved in specifically related to the High Pointe Centre.
 - §19.85(1)(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 specifically related to the property located on Green Road / Duplainville Road.

You are further notified that at the conclusion of the Closed Session, the Common Council may convene into open session pursuant to 19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session and for adjournment.

20. Adjournment

Kelly Tarczewski

Clerk/Treasurer

July 15, 2021

NOTICE

It is possible that members of other governmental bodies of the municipality may be in attendance to gather information that may form a quorum. At the above stated meeting, no action will be taken by any governmental body other than the governmental body specifically referred to above in this notice.

Any person who has a qualifying disability under the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible format must contact the Clerk/Treasurer, Kelly Tarczewski, at (262) 691-0770 three business days prior to the meeting so that arrangements may be made to accommodate your request.

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.1.**

DATE: July 19, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approval of the Accounts Payable Listing Dated July 19th, 2021

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

A/P 7-19-2021

Check Date	Check	Vendor Name	Description	Amount
Bank 100 GENERAL FUND CHECKING				
06/30/2021	3 (S)	OFFICE DEPOT	ASR PAPER	168.10
			CREDIT FOR JANITORIAL SUPPLIES	(168.10)
				0.00
06/18/2021	383 (E)	DIVERSIFIED BENEFIT SERVICES, INC.	FLEX SPEND	557.47
06/16/2021	384 (E)	DELTA DENTAL	DENTAL CLEARING	1,507.54
06/30/2021	385 (E)	WISCONSIN RETIREMENT SYSTEM	WRS GENERAL EMPLOYOYEEES	34,625.52
			WRS FIRE EMPLOYEES	41,584.49
			WRS VOLUNTARY CONTRIBUTIONS	172.74
				76,382.75
06/23/2021	386 (E)	DELTA DENTAL	DENTAL CLEARING	840.40
06/22/2021	387 (E)	DIVERSIFIED BENEFIT SERVICES, INC.	FLEX SPEND	3,464.04
06/18/2021	390 (E)	LEASING SERVICES		52.00
				52.00
				104.00
06/25/2021	392 (E)	ADP, LLC		1,427.90
06/25/2021	398 (E)	ADP, LLC		479.20
06/25/2021	399 (E)	GREAT WEST TRUST - WDC	PAY DATE 6/4/21	2,620.00
			PAY DATE 6/4/21	1,865.00
				4,485.00
06/25/2021	400 (E)	WE ENERGIES	JUNE GROUP BILL ELECTRIC	16,784.25
06/29/2021	401 (E)	DELTA DENTAL	DENTAL CLEARING	1,973.47
			INSURANCE CONSULTANT	380.64
				2,354.11
07/02/2021	402 (E)	DIVERSIFIED BENEFIT SERVICES, INC.	FLEX SPEND	657.89
06/29/2021	404 (E)	LEASING SERVICES		324.00
07/01/2021	405 (E)	LEASING SERVICES		200.00
07/13/2021	406 (E)	LEASING SERVICES		167.85
06/29/2021	407 (E)	MUTUAL OF OMAHA	BENEFITS - LIFE INSURANCE	66.98
			BENEFITS - LIFE INSURANCE	36.06
			COURT - LIFE INSURANCE	11.52
			ADMINISTRATOR - LIFE INSURANCE	8.86
			CLERK/TREASURER - LIFE INSURANCE	64.00
			EMPLOYEE SERVICES - LIFE INSURANCE	19.04
			IT - LIFE INSURANCE	16.96
			ASSESSOR - LIFE INSURANCE	30.24
			POLICE - LIFE INSURANCE	7.68
			FIRE ADMINISTRATION - LIFE INSURANCE	70.72
			FIRE PROTECTIVE SERVICES - LIFE INSURANC	410.24
			BUILDING SERVICES - LIFE INSURANCE	44.32
			HIGHWAY - LIFE INSURANCE	131.09
			ENGINEERING - LIFE INSURANCE	86.08
			PARKS - LIFE INSURANCE	21.92
			RECREATION PROGRAM - LIFE INSURANCE	29.28
			PLANNER - LIFE INSURANCE	19.36
			BENEFITS - DISABILITY INSURANCE	101.50

Check Date	Check	Vendor Name	Description	Amount
			BENEFITS - DISABILITY INSURANCE	54.65
			DISABILITY INSURANCE	999.12
			LTD - FIRE UNION	534.27
			COURT - DISABILITY INSURANCE	16.87
			ADMINISTRATOR - DISABILITY INSURANCE	27.79
			CLERK/TREASURER - DISABILITY INSURANCE	96.58
			EMPLOYEE SERVICES - DISABILITY INSURANCE	27.79
			IT - DISABILITY INSURANCE	27.06
			ASSESSOR - DISABILITY INSURANCE	47.38
			POLICE - DISABILITY INSURANCE	9.61
			FIRE ADMINISTRATION - DISABILITY INSURANCE	98.65
			FIRE PROTECTIVE SERVICES - DISABILITY INSURANCE	109.17
			BUILDING SERVICES - DISABILITY INSURANCE	64.76
			HIGHWAY - DISABILITY INSURANCE	203.36
			ENGINEERING - DISABILITY INSURANCE	127.15
			PARKS - DISABILITY INSURANCE	31.70
			RECREATION PROGRAM - DISABILITY INSURANCE	45.60
			PLANNER - DISABILITY INSURANCE	27.79
			VOLUNTARY LIFE	1,027.00
				<u>4,752.15</u>
06/29/2021	408 (E)	WE ENERGIES		26,431.59
06/25/2021	409 (E)	LEASING SERVICES		150.00
06/24/2021	416 (E)	AT&T	SCADA/TELEMETARY	548.55
			SCADA/TELEMETARY	548.54
				<u>1,097.09</u>
07/01/2021	417 (E)	GREAT WEST TRUST - WDC	DEFERRED COMPENSATION	2,620.00
			DEF COMP - ROTH 457	1,865.00
				<u>4,485.00</u>
07/01/2021	418 (E)	GREAT WEST TRUST - WDC	DEFERRED COMPENSATION	2,620.00
			DEF COMP - ROTH 457	1,865.00
				<u>4,485.00</u>
07/13/2021	419 (E)	WI DEPT OF REVENUE/SALES TAX	SALES TAX DUE STATE	637.66
			SALES TAX DISCOUNT	(10.00)
				<u>627.66</u>
07/06/2021	420 (E)	HUMANA	HEALTH INSURANCE CLEARING	93,589.86
06/17/2021	132235	ADVANCE NAME PLATE & BADGE	CT NAME PLATE	12.93
			CT NAME PLATE	12.93
				<u>25.86</u>
06/17/2021	132236	ANDREW HEPPE	HWY SHORTS REIMBURSEMENT	81.87
06/17/2021	132237	AUCA CHICAGO MC LOCKBOX	HWY UNIFORMS	87.05
			HWY UNIFORMS	84.15
				<u>171.20</u>
06/17/2021	132238	BARRIENTOS DESIGN & CONSULTING	CH FINAL DESIGN DPW BUILDING	168,996.28
			CH FINAL DESIGN DPW BUILDING	126,568.26
				<u></u>

Check Date	Check	Vendor Name	Description	Amount
				295,564.54
06/17/2021	132239	BATZNER PEST CONTROL	P&R PEST CONTROL	63.00
06/17/2021	132240	BIELINSKI HOMES	BLD 190733 EROSION BOND REFUND	2,000.00
06/17/2021	132241	BUMPER TO BUMPER HARTLAND	HWY FLUID FILM AND TERMINAL MARINE	71.52
06/17/2021	132242	CHERRIE LARSON	MOBILE POP UP ART	50.00
06/17/2021	132243	COREY OIL	HWY CLEAR DIESEL	1,727.28
			HWY UNLEADED GASOLINE	1,400.54
				3,127.82
06/17/2021	132244	EHLERS	CT FINANCIAL MANAGEMENT PLAN	3,750.00
06/17/2021	132245	ELECTION SYSTEMS & SOFTWARE	CT ELECTION EQUIP MAINT	1,745.00
06/17/2021	132246	ENTRANCE SYSTEMS LLC	CH BUILDING REPAIRS	274.00
06/17/2021	132247	GORDON MERZ	P&R PROGRAM SUPPLY REIMBURSEMENT	15.39
06/17/2021	132248	HURD, AMI	CT JUNE 2021 MILEAGE	15.12
06/17/2021	132249	JOE WILDE CO	CH BUILDING REPAIRS AND MAINT.	873.70
06/17/2021	132250	JUDI WELCH SIGNS	P&R LOGO GRAPHICS FOR PARK MAINT TRUCKS	171.00
06/17/2021	132251	KORNDORFER HOMES	BLD 201375 OCCUPANCY BOND REFUND	500.00
06/17/2021	132252	LAFARGE AGGREGATES ILLINOIS, INC.	HWY GRAVEL	51.50
06/17/2021	132253	LANGE ENTERPRISES, INC	HWY ROAD SIGN	215.31
			HWY ROAD SIGN	2,266.14
			HWY ROAD SIGN	2,403.31
				4,884.76
06/17/2021	132254	LEAH ELSTON	SW UMS 17738 REFUND	47.69
06/17/2021	132255	LINCOLN CONTRACTORS	HWY ASPHALT BLADE	549.00
06/17/2021	132256	LINDA LAZARINE	P&R PROGRAM REFUND	76.00
06/17/2021	132257	LISA DEBELACK	BLD 180799 EROSION BOND REFUND	2,000.00
06/17/2021	132258	MACQUEEN EQUIPMENT	HWY WLDT LINK	137.75
06/17/2021	132259	MARY MCNEILL	P&R PROGRAM REFUND	52.00
06/17/2021	132260	MENARDS	P&R WOOD AND HARDWARE	55.98
			HWY ASPHALT EXPANSION JOINT	14.68
			HWY STARTING FLUID	5.98
				76.64
06/17/2021	132261	METROPOLITAN BUILDERS ASSOCIATION	SPECIAL EVENT REFUND PER CC	7,000.00
06/17/2021	132262	NADINE MCMILLIAN	CT JUNE 2021 MILEAGE REIMBURSEMENT	6.72
06/17/2021	132263	NICHOLAS & STEPHANIE HAEN	BLD 181428 EROSION BOND REFUND	2,000.00
06/17/2021	132264	OFFICE COPYING EQUIPMENT, LTD	CT SHARP MX 7580N CONTRACT	307.51
06/17/2021	132265	OFFICE DEPOT	BLD BATTERIES	29.08
			CH JANITORIAL SUPPLIES	585.17
			CH PAPER TOWEL	84.78
			CH JANITORIAL SUPPLIES	55.58
			CH JANITORIAL SUPPLIES	218.44
				973.05
06/17/2021	132266	PAYNE & DOLAN	HWY COMMERCIAL 9.5MM	86.27
06/17/2021	132267	PREMIUM WATERS, INC	HWY WATER	36.75
06/17/2021	132268	REINDERS, INC.	P&R SAND PRO	12,997.00
			HWY TORDON	46.18
				13,043.18
06/17/2021	132269	SAFETY-KLEEN CORP	HWY OIL DISPOSAL	217.00
06/17/2021	132270	SHERWIN-WILLIAMS	P&R FIELD PAINT	140.25

Check Date	Check	Vendor Name	Description	Amount
06/17/2021	132271	SOPER GRADING & EXCAVATING LLC	ENG PAYMENT 5 OAK & PENINSULA	103,694.00
06/17/2021	132272	TRIPLE CROWN PRODUCTS	HWY UNIFORMS	73.77
06/17/2021	132273	URBAN SLOPES LLC	CT PUBLICATION FEE OVERPAYMENT	17.00
06/17/2021	132274	WAUKESHA CO TREASURER	CT 2021 ELECTION BILLING	237.52
			PLC 1ST QTR 2021 POLICE OT	21,661.76
			PLC JUNE 2021 POLICE SERVICES	248,986.29
				<u>270,885.57</u>
06/17/2021	132275	WAUKESHA LIME & STONE CO.	HWY STONE FOR DITCH/CULVERTS	920.85
06/17/2021	132276	WELLSPRING CONSTRUCTION GROUP	CT CONSTRUCTION MGMT SERVICES DPW BLD	78,400.00
06/17/2021	132277	WESTERN CULVERT & SUPPLY	HWY CMPA 1 PIECE	422.40
			HWY CMPA AND BANDS	3,812.20
			HWY CMPA AND BAND	1,104.60
			HWY CMPA	422.40
				<u>5,761.60</u>
06/17/2021	132278	WI Dept of Ag, Trade & Consumer Pro	CT W&M CONTRACT INSPECTION	1,600.00
06/17/2021	132279	WISCONSIN LEGAL BLANK	CT ENVELOPES	498.00
06/17/2021	132280	DIVERSIFIED BENEFIT SERVICES, INC.	JUNE HRA	333.24
06/18/2021	132281	USPS	BILLING	1,050.00
			BILLING	1,050.00
				<u>2,100.00</u>
06/23/2021	132282	AIRGAS USA	FD OXYGEN	70.58
			FD OXYGEN	119.07
			FD OXYGEN	215.51
				<u>405.16</u>
06/23/2021	132283	ANGELA KACZMAREK	P&R REFUND FOR EXPULSION	575.00
06/23/2021	132284	BANK OF FLOWERS	FD FLOWERS	110.00
06/23/2021	132285	CARLIN SALES CORPORATION	P&R WHITE CHALK	401.60
06/23/2021	132286	CASSANDRA HOLLOWAY	P&R PARK RENTAL REFUND	163.75
06/23/2021	132287	CINTAS	SW FIRST AID RESTOCK	80.56
			P&R SAFETY RESTOCK	57.13
				<u>137.69</u>
06/23/2021	132288	COOKING WITH MOORE	P&R COOKING PROGRAM	1,008.00
06/23/2021	132289	DIVERSIFIED BENEFIT SERVICES, INC.	JUNE 2021 FLEX AD	198.00
06/23/2021	132290	ELEVITY	IT SOFTWARE MAINT AND UPDATES	4,469.50
06/23/2021	132291	FIRST STUDENT	P&R BUS RENTAL	137.50
06/23/2021	132292	FROEDTERT HEALTH /	HR HEALTH COACHING	390.00
06/23/2021	132293	GRAINGER	SW REPLACEMENT MOTOR	72.23
06/23/2021	132294	HAWKINS, INC.	SW CHEMICALS	4,741.12
06/23/2021	132295	HEARTLAND BUSINESS SYSTEMS	IT SERVER MONITORING	92.00
06/23/2021	132296	HECKEL DANCE LLC	P&R DANCE CAMP	432.00
06/23/2021	132297	HEIN ELECTRIC	FD FRZ TR60R	34.95
06/23/2021	132298	HOOPER HANDS BASKETBALL ACADEMY	P&R BASKETBALL CAMP	2,100.00
06/23/2021	132299	JCH WATER METER TESTING & REPAIR	SW METER REPAIRS	2,355.00
06/23/2021	132300	JENSEN EQUIPMENT	FD SPARK PLUG	12.60
06/23/2021	132301	JOE DEBELAK PLUMBING	P&R PUMP REPAIRS	255.00
06/23/2021	132302	KWIK TRIP	CRT RESTITUTION	82.38
06/23/2021	132303	LIFE-ASSIST INC	FD SAFETY RESTOCK	1,451.12
			FD SAFETY	21.60

Check Date	Check	Vendor Name	Description	Amount
				<u>1,472.72</u>
06/23/2021	132304	LITHO-CRAFT	SW MAILING	1,218.00
06/23/2021	132305	MENARDS	FD PRO BAG	93.73
			FD WATER AND COOLER	50.58
			FD BIRD FOOD, GRILL STONE	29.46
			P&R WOOD FOR FISHING PIER REPAIRS	30.54
			P&R VILLAGE WALL MATERIALS	15.54
			P&R VILLAGE BLDG WALL MATERIALS	26.95
			P&R MATERIALS VILLAGE BATHROOM	27.32
				<u>274.12</u>
06/23/2021	132306	MID-AMERICAN RESEARCH CHEMICAL	P&R DISINFECTANT	435.85
06/23/2021	132307	MIDWEST METER INC.	SW BADGER ME MOBILE RECEIVER KIT	3,950.00
06/23/2021	132308	MILWAUKEE COUNTY HOUSE OF CORRECTIO	P&R YOUTH SPORTS SHIRTS	2,155.00
06/23/2021	132309	OCCUPATIONAL HEALTH CENTERS OF THE	HR EXAMS	230.00
06/23/2021	132310	OFFICE COPYING EQUIPMENT, LTD	CRT SHARP MX 3571 CONTRACT	15.75
06/23/2021	132311	OFFICE DEPOT	SW OFFICE SUPPLIES	69.81
			BLD OFFICE SUPPLIES	61.69
			BLD OFFICE SUPPLIES	35.97
				<u>167.47</u>
06/23/2021	132312	PARKING LOT MAINTENANCE	P&R LAYOUT AND STRIPE PER CONTRACT	1,415.00
06/23/2021	132313	PARTNER2LEARN, LLC	FD COACHING	2,719.75
06/23/2021	132314	PREMIUM WATERS, INC	P&R WATER	54.99
			CRT WATER	65.99
				<u>120.98</u>
06/23/2021	132315	REINDERS, INC.	P&R MOWER TIRE	137.56
06/23/2021	132316	RUSS'S MULCH & TOPSOIL	P&R MULCH	124.00
06/23/2021	132317	STATE OF WI COURT FINES & ASSMTS	CRT STATES SHARE OF COURT COSTS	8,341.23
06/23/2021	132318	SUNBURST APPAREL	P&R UNIFORMS	1,223.60
			P&R UNIFORMS	356.50
				<u>1,580.10</u>
06/23/2021	132319	TRUGREEN PROCESSING	P&R LAWN SERVICE	489.00
06/23/2021	132320	VERIZON	SW TELEPHONE	334.94
06/23/2021	132321	WATER QUALITY INVESTIGATIONS	SW WELL 5 REHAB AND INVESTIGATION	362.50
06/23/2021	132322	WAUKESHA CO SHERIFF'S DEPT	CRT WARRANT FEE MAY 2021	240.00
06/23/2021	132323	WAUKESHA CO TREASURER	PLC CONTRACT FOR POLICE SERVICES	248,986.29
			PLC PRISONER HOUSING	18.64
			CRT COUNTY JAIL ASSESSMENTS	2,429.84
				<u>251,434.77</u>
06/23/2021	132324	WISCONSIN LEGAL BLANK	BLD ENVELOPES	229.00
06/23/2021	132325	WISCONSIN RURAL WATER ASSOC.	HR SAFETY TRAINING	229.98
06/30/2021	132326	ADVANCED DISPOSAL	HWY RECYCLING	3,183.18
06/30/2021	132327	AIRGAS USA	FD OXYGEN	193.65
06/30/2021	132328	ALL-WAYS CONTRACTORS, INC	P&R TOPSOIL	142.00
			HWY TOPSOIL	90.00
			HWY TOPSOIL	45.00
				<u>277.00</u>

Check Date	Check	Vendor Name	Description	Amount
06/30/2021	132329	ARROW TERMINAL, LLC	HWY LOCK NUTS, SCREWS, WASHERS	313.30
06/30/2021	132330	AUCA CHICAGO MC LOCKBOX	HWY UNIFORMS HWY UNIFORMS	84.15 84.15
				168.30
06/30/2021	132331	AUTO ZONE	FD PERFORMANCE TOOL TRANSFER PUMP	10.77
06/30/2021	132332	BAKER TILLY VIRCHOW KRAUSE LLP	PROGRESS BILLING #5 AND CAPITAL ASSET AN PROGRESS BILLING #6 & ADDITIONAL CAPITAL	8,000.00 23,000.00
				31,000.00
06/30/2021	132333	BENJIMAN WESTON	AD DEER HARVESTING	200.00
06/30/2021	132334	BS&A SOFTWARE	IT ANNUAL RENEWAL MAY 2021 IT BUILDING SOFTWARE 2ND PMT	6,177.00 32,020.00
				38,197.00
06/30/2021	132335	BUMPER TO BUMPER HARTLAND	P&R SHORTY VALVE STEMS P&R VALVES HWY ADAPTOR	31.60 13.35 14.59
				59.54
06/30/2021	132336	CINTAS	P&R SAFETY RESTOCK	52.40
06/30/2021	132337	CITY OF WAUKESHA	SW 0948050 CONNECTION FEE	4,771.54
06/30/2021	132338	COREY OIL	HWY CLEAR DIESEL HWY UNLEADED GASOLINE	1,368.55 1,323.12
				2,691.67
06/30/2021	132339	CUMMINS SALES & SERVICE	IT GENERATOR ANNUAL MAINTENANCE FD GENERATOR REPAIRS FD GENERATOR REPAIRS	1,098.62 1,017.07 1,009.55
				3,125.24
06/30/2021	132340	DAN PLAUTZ CLEANING SERVICE	HR CLEANING CITY HALL	2,873.00
06/30/2021	132341	ELLIOTT ACE HARDWARE	HWY STRT GLV COUPL	4.28
06/30/2021	132342	FIRST STUDENT	P&R BUS RENTAL P&R BUS RENTAL P&R BUS RENTAL	175.00 175.00 175.00
				525.00
06/30/2021	132343	FOSTER GROUP	SP ASSMT PAYOFF 35A & 35B #9333095 W274N	4,293.17
06/30/2021	132344	HUMPHREY SERVICE PARTS, INC	HWY BOOST JUMP START HWY BATTERIES HWY BATTERY CHARGER HWY CREDIT BOOST JUMPSTART	1,791.00 1,108.93 124.50 (1,791.00)
				1,233.43
06/30/2021	132345	JENNIFER SCHOLTKA	P&R ZUMBA GOLD & TONING - SESSION 1	330.00
06/30/2021	132346	JENSEN EQUIPMENT	P&R TRIMMER FD TOOLS HWY DIAMOND BLADE	800.82 1,370.58 766.00

Check Date	Check	Vendor Name	Description	Amount
				2,937.40
06/30/2021	132347	LAFARGE AGGREGATES ILLINOIS, INC.	HWY STONE	77.25
06/30/2021	132348	LIFE-ASSIST INC	FD DISINFECTING WIPES	102.30
			FD SAFETY RESTOCK	408.04
				510.34
06/30/2021	132349	MACQUEEN EQUIPMENT	HWY EQUIPMENT REPAIR	1,021.15
06/30/2021	132350	MALECKI GRAPHIC ARTS SERVICES	P&R DESIGN AND LAYOUT OF TSHIRTS	150.00
06/30/2021	132351	MARC MOONEN	PLC REIMBURSEMENT FOR BADGES AND BUDDIES	53.61
06/30/2021	132352	MARTHA FURST	P&R YOGA CLASS SUB	30.00
06/30/2021	132353	MATRIX TRUST COMPANY	CT LOAN REPAYMENT PAY DATE 6/4/21	50.00
			CT LOAN REPAYMENT PAY DATE 6/18/21	50.00
				100.00
06/30/2021	132354	MENARDS	FD THREADLOCKER, HEX NUTS, WASHERS AND V	22.81
			FD WOOD LATH	31.49
				54.30
06/30/2021	132355	MILLER-BRADFORD & RISBERG, INC	HWY BATTERY CORE	428.24
			HWY FILTER ENGINE	449.76
			HWY COREBIN	(72.00)
				806.00
06/30/2021	132356	MOTION & CONTROL ENTERPRISES LLC	HWY HOSE	201.92
			HWY CREDIT PARTS	(24.84)
				177.08
06/30/2021	132357	MUNSON INC	P&R TENNIS AND BASKETBALL COURT RESURFAC	6,475.00
06/30/2021	132358	NAPA	FD RV BLADE ADAPTER	19.78
06/30/2021	132359	NATIONWIDE RETIREMENT SOLUTIONS	CT RETIREMENT PAY DATE 6/4/21	1,829.09
			CT RETIREMENT PAY DATE 6/18/21	1,829.09
				3,658.18
06/30/2021	132360	OCCUPATIONAL HEALTH CENTERS	HR EXAMS	90.00
06/30/2021	132361	PAYNE & DOLAN	HWY STONE	146.64
06/30/2021	132362	PORT-A-JOHN	P&R SEASONAL RESTROOM	96.00
			P&R SEASONAL RESTROOM	96.00
			P&R SEASONAL RESTROOM	96.00
			P&R SEASONAL RESTROOM	96.00
				384.00
06/30/2021	132363	PREMIUM WATERS, INC	HWY WATER	45.00
06/30/2021	132364	QUALITY POWER SOLUTIONS	IT UPS BATTERY REPLACEMENTS	2,347.95
			IT UPS MAINTENANCE	2,125.00
				4,472.95
06/30/2021	132365	REINDERS, INC.	HWY DRY SEED MULCH	33.50
			HWY SHORT FIBER WOOD	34.40

Check Date	Check	Vendor Name	Description	Amount
				67.90
06/30/2021	132366	RODNEY HOMERDING	FD FLEET MAINTENANCE CONSULTING	725.00
06/30/2021	132367	SAFETY-KLEEN CORP	HWY PARTS WASHER SERVICE	200.00
			HWY HAUL USED OIL FILTERS	257.00
				457.00
06/30/2021	132368	SHAWNS DEER PICK UP	HWY DEER REMOVAL	420.00
06/30/2021	132369	STRYKER SALES CORPORATION	FD LARNGOSCOPE	6,563.70
06/30/2021	132370	SUPERIOR LIFTING SPECIALISTS	HWY WELD ON LIFT POINT, VINYL HOOK, TIE	630.94
06/30/2021	132371	UNIFIRST CORP	FD MATS	84.53
06/30/2021	132372	VERIZON	FD AIR CARDS	138.87
			FD AIR CARDS	96.48
				235.35
06/30/2021	132373	VILLAGE OF PEWAUKEE	JULY 2021 JOINT LIBRARY	69,572.91
06/30/2021	132374	VILLAGE OF SUSSEX	P&R PAINTING CLASSES	65.97
			P&R HENNA PROGRAM	75.00
				140.97
06/30/2021	132375	WASTE MANAGEMENT	HWY HAULING RECYCLABLE	4,253.65
06/30/2021	132376	WAUKESHA CO TREASURER	CT 0943004008	26.55
06/30/2021	132377	WAUKESHA LIME & STONE CO.	HWY STONE	668.90
06/30/2021	132378	WAUKESHA PEWAUKEE CVB	QUARTERLY PAYMENT	50,000.00
06/30/2021	132379	WESTERN CULVERT & SUPPLY	HWY CMPA	1,468.30
			HWY BANDS	1,372.60
			HWY CMPA	2,866.50
				5,707.40
06/30/2021	132380	WOLF CONSTRUCTION COMPANY	HWY COLD MIX	318.86
06/30/2021	132381	TOM ROGACZEWSKI	HWY FUEL REIMBURSEMENT	15.04
07/01/2021	132382	WELLBUILT EQUIPMENT	HWY SPIDER LIFT	128,572.00
07/08/2021	132383	ADP SCREENING & SELECTION SERVICES	HR EXAMS	168.00
07/08/2021	132384	AIR ONE EQUIPMENT	FD NECK STRAP, CHEST STRAP CONNECTORS AN	1,861.75
			FD CHEST STRAP CONNECTORS	127.25
			FD SCBA	19,460.00
			FD PSI CYLINDER WITH CGA VALVE	4,800.00
				26,249.00
07/08/2021	132385	AIRGAS USA	FD OXYGEN	123.68
07/08/2021	132386	ALPHA OMEGA CLEANING, INC.	P&R JANITORIAL SERVICES	284.00
07/08/2021	132387	AMY KORNOWSKI	P&R MILEAGE	121.52
07/08/2021	132388	AUCA CHICAGO MC LOCKBOX	HWY UNIFORMS	84.15
07/08/2021	132389	BARBARA BRANDT	P&R REFUND FOR WPRA TICKETS	59.98
07/08/2021	132390	BATZNER PEST CONTROL	P&R PEST CONTROL	68.00
07/08/2021	132391	BAYCOM	FD CARRY ACCESSORY	37.50
07/08/2021	132392	BUMPER TO BUMPER HARTLAND	P&R ROTORS	290.87
07/08/2021	132393	CAMP DOC	P&R PROGRAM EXPENSES	44.00
07/08/2021	132394	CHERRIE LARSON	P&R MOBILE POP UP ART	50.00
07/08/2021	132395	CHICAGO TITLE COMPANY	ENG 0911991 ALTA OWNERS POLICY	1,030.00
			ENG 0867998001 ALTA OWNERS POLICY	1,030.00
			ENG 0866998 ALTA OWNERS POLICY	1,030.00
			ENG 0868995 ALTA OWNERS POLICY	475.00

Check Date	Check	Vendor Name	Description	Amount
			ENG 0868996002 ALTA OWNERS POLICY	475.00
			ENG 0867998 ALTA OWNERS POLICY	475.00
			ENG 0867994004 ALTA OWNERS POLICY	475.00
			ENG 0867994001 ALTA OWNERS POLICY	475.00
			ENG 0867995 ALTA OWNERS POLICY	475.00
				<hr/> 5,940.00
07/08/2021	132396	CINTAS	HWY SAFETY RESTOCK	124.28
07/08/2021	132397	CONLEY MEDIA	CT PUBLICATION FEES	374.76
			CT PUBLICATION FEES	635.24
				<hr/> 1,010.00
07/08/2021	132398	COREY OIL	HWY CLEAR DIESEL	2,252.59
			HWY UNLEADED GASOLINE	1,562.94
				<hr/> 3,815.53
07/08/2021	132399	CRAIG POHL	P&R SOFTBALL UMP	216.00
07/08/2021	132400	DIVERSIFIED BENEFIT SERVICES, INC.	JULY 2021 HRA ADMIN SERVICES	329.15
07/08/2021	132401	ELDORADO TRAILER SALES LLC	HWY #211 TRAILER	14,858.00
07/08/2021	132402	ELLIOTT ACE HARDWARE	IT CAT5E CABLE	37.97
07/08/2021	132403	FIRE SERVICE INC	FD AMBULANCE INSPECTION AND MAINTENANCE	550.00
07/08/2021	132404	FIRST STUDENT	P&R BUS RENTAL	175.00
			P&R BUS RENTAL	1,000.00
				<hr/> 1,175.00
07/08/2021	132405	HARTLAND OVERHEAD DOOR	FD REPAIRS	2,955.00
07/08/2021	132406	HUMPHREY SERVICE PARTS, INC	P&R OIL FILTER	4.00
07/08/2021	132407	IMEG CORP	ENG BUSSE ROAD BRIDGE REPLACEMENT	340.00
07/08/2021	132408	ISABELLA PETOSKEY	P&R REIMBURSEMENT	39.83
07/08/2021	132409	JOHN GAHAN	P&R SOFTBALL UMP	144.00
07/08/2021	132410	JOHN'S DISPOSAL SERVICE	ENG MAY LANDFILL CHARGES	14,780.93
			ENG CONTRACED BILLING GARBAGE	51,916.43
				<hr/> 66,697.36
07/08/2021	132411	KAESTNER AUTO ELECTRIC CO.	HWY MAINT AND SOCKET	83.79
07/08/2021	132412	KAYSER AUTOMOTIVE GROUP	HWY #53 ONE TON DUMP TRUCK	47,572.50
07/08/2021	132413	KYLA STANLEY	P&R MILEAGE	52.08
07/08/2021	132414	LINCOLN CONTRACTORS	HWY SHOVEL AND GUSSET	144.56
07/08/2021	132415	LITHO-CRAFT	SW BILLING ENVELOPES	744.00
07/08/2021	132416	MARIANNE HILTUNEN	ENG MILEAGE REIMBURSEMENT	180.88
07/08/2021	132417	MATRIX TRUST COMPANY	PAY DATE 7/2/21	50.00
07/08/2021	132418	MENARDS	FD MEASURING WHEEL, WOOD GLUE	61.96
			FD LP TANK EXCHANGE	33.98
			FD WASHERS AND BOLTS	37.59
			HWY TOOL CADDY AND STORAGE ORGANIZER	83.77
			HWY ADJ NOZZLE, CREVICE TOOL, PAPER FILT	145.28
				<hr/> 362.58
07/08/2021	132419	MIDWEST METER INC.	SW SWIVEL, ADAPTER	425.30
07/08/2021	132420	MUNICIPAL LAW & LITIGATION GROUP S.	CT LEGAL FEES	16,042.20
			CT LEGAL FEES	14,277.10
				<hr/> 30,319.30

Check Date	Check	Vendor Name	Description	Amount	
07/08/2021	132421	NATIONWIDE RETIREMENT SOLUTIONS	RETIREMENT PAY DATE 6/18/2021	0.00	V
07/08/2021	132422	OFFICE COPYING EQUIPMENT, LTD	CT SHARP MX 7580N CONTRACT	257.46	
			FD SHARP 3070N CONTRACT	65.43	
			ENG SHARP MX4070N CONTRACT	132.08	
			CRT SHARP MX 3571 CONTRACT	20.25	
				475.22	
07/08/2021	132423	OFFICE DEPOT	CT JANITORIAL SUPPLIES	199.95	
			CT SUPPLIES	361.99	
			CREDIT FOR JANITORIAL SUPPLIES	(61.61)	
				500.33	
07/08/2021	132424	PAIGE KETTNER	P&R REIMBURSEMENT	30.80	
07/08/2021	132425	PARKING LOT MAINTENANCE	HWY PAVE PER CONTRACT	5,800.00	
			HWY PATCHING PER CONTRACT	4,800.00	
				10,600.00	
07/08/2021	132426	PEWAUKEE RIVER PARTNERSHIP	P&R PLANTS	250.00	
07/08/2021	132427	PITNEY BOWES GLOBAL	CT RENTAL INVOICE	180.00	
07/08/2021	132428	PREMIUM WATERS, INC	P&R WATER	46.49	
07/08/2021	132429	ROBERT KEWAN	IT MILEAGE Q2	68.04	
07/08/2021	132430	RUEKERT & MIELKE, INC.	ENG WOODLEAF PH 4 CONSTRUCTION	18,254.11	
			ENG OAK & PENINSULA CONSTRUCTION ADMIN	39,681.96	
			ENG CHRIST EVAN CHURCH EROSION CONTROL	165.60	
			ENG PAUL ROAD WATER	8,899.95	
			ENG NORTHMOUND	895.25	
			ENG ANGELUS EROSION CONTROL	205.45	
			ENG KLEIN DICKERT EROSION CONTROL	205.45	
			ENG NORTHVIEW ROAD DESIGN	1,942.25	
			ENG KINDERCARE EROSION CONTROL	205.45	
			ENG INLET REPAIR	30,563.43	
			ENG SWAN VIEW FARMS CONSTRUCTION REVIEW	1,707.25	
			ENG GLEN AT PARKWAY RIDGE CONSTRUCTION A	784.15	
			ENG JOSEPH ROAD DESIGN	17,017.65	
			ENG ZIGNEGO REPAIR CONSTRUCTION OBSERVAT	739.10	
			ENG SHADY LANE CSM	762.53	
			ENG PEWAUKEE SOUTH CONSTRUCTION REVIEW	1,251.65	
			ENG WATERS OF PEWAUKEE CONSTRUCTION REVI	535.45	
				123,816.68	
07/08/2021	132431	RUNDLE-SPENCE	P&R HAWS DKG-FTN PART	228.32	
07/08/2021	132432	SCHWAAB, INC	CT STAMPS	92.48	
			CT STAMP PADS	21.00	
				113.48	
07/08/2021	132433	SHARON BAGANZ	P&R PROGRAM REFUND	38.00	
07/08/2021	132434	SOPER GRADING & EXCAVATING LLC	ENG OAK AND PENINSULA PAYMENT 6	362,402.97	
07/08/2021	132435	ST. JUDE'S CHILDREN'S RESEARCH HOSP	ENG JF MILEAGE REIMBURSEMENT - DONATED	114.80	
07/08/2021	132436	STATE OF WI COURT FINES & ASSMTS	CRT STATE'S SHARE OF COURT COSTS & ASSES	7,095.18	
07/08/2021	132437	Strand Associates, Inc	ENG DUPLAINVILLE ROAD	3,528.41	
			ENG DUPLAINVILLE RECONSTRUCTION DESIGN	3,588.95	
			ENG LINDSAY ROAD SURVEY	8,331.80	

Check Date	Check	Vendor Name	Description	Amount
				15,449.16
07/08/2021	132438	UNITED STATES TREASURY	HR 2ND QTR FORM 720-V	183.54
07/08/2021	132439	WACHTEL TREE SCIENCE	ENG CONSULTING TREE ANALYSIS	351.00
07/08/2021	132440	WAUKESHA CO TECHNICAL COLLEGE	FD TRAINING	328.00
				320.00
				648.00
07/08/2021	132441	WAUKESHA CO TREASURER	CRT COUNTY JAIL ASSESSMENTS	1,976.35
07/08/2021	132442	WAUKESHA LIME & STONE CO.	HWY STONE	396.15
				411.75
				807.90
07/08/2021	132443	WAUKESHA STATE BANK	CT PROPERTY TAX PROCESSING	303.20
07/08/2021	132444	WELLS FARGO	CT PERSONAL PROPERTY TAXES REFUND W338	339.26
07/08/2021	132445	WESTERN CULVERT & SUPPLY	HWY CMPA	3,767.05
07/08/2021	132446	WI DEPT TRANSPORTATION	ENG DUPLAINVILLE ROAD DESIGN	59.39
07/08/2021	132447	WISCONSIN DEPARTMENT OF	HR EXAMS	78.00
07/08/2021	132448	XEROX FINANCIAL SERVICES	CT PERSONAL PROPERTY TAX REFUND X446	332.91
100 TOTALS:				
(1 Check Voided)				
Total of 237 Disbursements:				2,464,855.80

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.2.**

DATE: July 19, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approve Common Council Meeting Minutes Dated May 3rd, 2021

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

CC Minutes 5-3-2021

In Attendance:

Mayor Steve Bierce, Aldermen B. Bergman, C. Brown, I. Clark, B. Dziwulski, R. Grosch and J. Wamser.

Also in Attendance:

Attorney L. Martell, Administrator S. Klein, DPW Director M. Wagner, Utility Manager J. Mueller, Director of People and Culture K. Woldanski, City Planner & Community Development Director N. Fuchs, Library Director N. Champe and Clerk/Treasurer K. Tarczewski.

1. Call to Order and Pledge of Allegiance

Mayor Bierce called the meeting to order at 6:30 p.m. and asked everyone to stand for the Pledge of Allegiance.

2. Public Comment - None.

3. Discussion and Possible Action to Approve the Accounts Payable Listing Dated May 3rd, 2021

A motion was made and seconded (J. Wamser, C. Brown) to approve the accounts payable listing dated May 3rd, 2021. Motion Passed: 6-For, 0-Against.

4. Presentation by Ehlers Public Finance Advisors Regarding the City of Pewaukee's Financial Management Plan Update

Greg Johnson from Ehlers was present for this item. He stated the City's long range financial forecast was completed based on recent discussions he had with staff.

Mr. Johnson reported the large increase in general fund levy from 2020 to 2021 was primarily caused by adding seven additional staff members to public safety. He said this is not a sustainable practice going forward under the levy limits as the model stands presently. Mr. Johnson also said the additional increase in the operating levy combined with debt service for approximately \$24 million in capital projects could potentially result in an average levy increase of 8.47% from 2022-2026.

Mr. Johnson stated the City's strength is in its capital equipment fund balance of approximately \$4 million. It has transferred surpluses from the general fund into the capital fund over the years, which reduced the need to borrow. Mr. Johnson stated the City has accumulated approximately \$1.3 million of special assessment funds.

He said the City will have challenges with the levy limits in 2022 and strategies will need to be implemented. He mentioned cutting operational costs, increasing non-levy revenue sources, and possibly needing to have a levy limit referendum for operational costs. Mr. Johnson suggested the need for conducting broader policy discussions before the budget workshops.

The Council members expressed their shock given the City's current position and stated they don't want to go to the taxpayers to ask for more money.

5. Discussion and Possible Action Regarding Implementation of the Provisions of the American Rescue Plan Act - Specifically the Emergency Paid Sick Leave and Family Medical Leave Expansion

Effective April 1, 2021

Ms. Woldanski was present for this item. She reminded the Council that they extended the provisions of the Families First for Coronavirus Response Act including emergency sick leave and the FMLA expansion through the end of April. She stated there is a new act called the American Rescue Plan Act that allows employers to extend those provisions through September. Ms. Woldanski stated the 10-days emergency paid sick leave would be extended to everyone again, even those who have previously utilized the time. It would also allow the employee to use this time to get vaccinated and stay home if they had any adverse reactions to the vaccination.

Ms. Woldanski stated the City has a robust sick leave policy and vacation allotment. She commented that there would only be possibly five employees that would require a sick leave donation if they were required to be off due to a Covid illness.

Mayor Bierce stated a cure is available; and all the employee has to do is get a couple of shots. He said the City should not pay for their choice not to be vaccinated.

Mr. Wamser state private businesses pulled the plug on this as well and have offered their employees an extra vacation day incentive for getting vaccinated.

No action was taken on this item.

6. Presentation Regarding the 2020 Library Impact Report

Library Director Nan Champe was present for this item. She highlighted the services the library added in response to Covid in 2020. She said they provided curbside pickup, virtual and outdoor programming, grab-and-go kits and expanded their Wi-Fi to the parking lot, using a federal grant. Ms. Champe stated in person visits were down 49% from 2019, circulations were down 29%, and reference questions were down 26%.

7. Discussion and Possible Action Regarding the Re-Approval of the 2-Lot Certified Survey Map for the Property Located at N27W25250 Bluemound Road (PWC 0925-990-001) With Public Street Dedications as Requested by Neumann Companies for The Glen at Parkway Ridge Condominium Development

Ms. Wagner stated this CSM was originally approved by the Common Council on February 4, 2019, but according to Section 236.34(2) of the State Statutes, the Register of Deeds may not accept a certified survey map unless it is recording it within 12 months after the date of the last approval. She said the applicant is requesting re-approval of the CSM. Ms. Wagner stated no changes made.

A motion was made and seconded (B. Bergman, J. Wamser) to re-approve the 2-lot certified survey map for the Glen at Parkway Ridge condominium development. Motion Passed: 6-For, 0-Against.

8. Discussion and Possible Action Regarding Greenland Subdivision Development

8.1 Approval of the Grading Agreement.

8.2 Establish the value of the guarantee as \$100,000.00 for the Grading Agreement.

Ms. Wagner reported the Greenland Subdivision development was formerly Cardinal Meadows. They are seeking to move forward with a grading and fill agreement. The site needs

a large amount of fill which the owners have been able to secure. As such, they would like to stockpile the fill on the site until such time that they start on the construction.

Ms. Wagner stated it is a standard agreement and the City is requesting the letter of credit be established at \$100,000.

A motion was made and seconded (J. Wamser, B. Dziwulski) to approve the grading agreement for the Greenland subdivision development and establish the cash guarantee as \$100,000.00 contingent upon the final approval of the City Attorney and City Engineer.

Motion Passed: 6-For, 0-Against.

9. Discussion and Possible Action to Approve the Fourth Reduction of the Swan View Farms Phase 1 Letter of Credit from \$1,128,075.56 to \$595,595.80 (Reduction of \$533,379.76).

Ms. Wagner reported the development has been constructed through the binder asphalt layer. She stated there is a small amount of grading that needs to be completed once the existing septic tanks are removed from the existing homes in the next few weeks. Ms. Wagner recommended the reduction to the value of the letter of credit reflecting the remaining work, plus minor contingencies.

A motion was made and seconded (C. Brown, R. Grosch) to reduce the Swan View Farms Phase I Letter of Credit down to \$595,595.80. Motion Passed: 6-For, 0-Against.

10. Discussion and Possible Action Regarding Duplainville Road Reconstruction and Trail Construction Including Lindsay Road Trail Construction

Ms. Wagner stated a consultant was hired to put together an analysis of pavement options in that area. She said there are a great deal of trucking and construction companies that have impacted the condition of the road and will continue to do so. Ms. Wagner stated the consultants came up with three alternatives in which there are varying opinions on what should be pursued. The Public Works Committee would like to see the combination of concrete and asphalt, where City staff would like to pursue the concrete option. Ms. Wagner stated it would hold up the best. She did acknowledge that this is the most expensive option. She stated most of the properties in that area are commercial and they would be assessed at 100% of the fees.

Ms. Wagner stated the Bike and Pedestrian Path Planning Committee has recommended an off-trail system along the west side of Duplainville Road be considered, but she said the topography and existing impediments indicate the east side is a more economical location. She estimated the cost to be approximately \$361,500. Ms. Wagner stated the off-road trail is not in the impact fee study and it would need to be amended to be able to use those funds.

Ms. Wagner stated the Council also authorized the design of the trail along Lindsay Road from Duplainville Road to the Pewaukee Sports Complex to be completed as part of this project. The Bike and Pedestrian Path Planning Committee wanted an off-road system on the north side of Lindsay Road at an initial estimate of \$300,000 but there are several environmental concerns which will significantly increase the cost. She said further analysis will be completed to look at the wetland, floodplain and creek crossing, as well as land acquisition costs.

Ms. Wagner stated the project would be completed in 2022 and would coincide with the State's bridge project over Spring Creek. She said 80% of the project is being paid by the State and the City only has

to pay 20% of the cost for the bridge and would be responsible for the bike and pedestrian trails if they are added.

The Common Council concurred with the Public Works Committee and directed staff to pursue a concrete roadway south of Capitol Drive and an asphalt roadway north of Capitol Drive and pursue an off-road trail along Duplainville Road and Lindsay Road.

11. Discussion and Possible Action Regarding Kathryn Court/Springdale Estates Flood Mitigation Project Alternatives

Ms. Wagner stated there have been long standing flooding issues on the Zignego property and the City consistently receives complaints from the residents in the area. She said the Engineers from AECOM came up with three solutions with alternative #1 being the most cost effective at the estimated cost of \$274,000.

Ms. Wagner stated this project would be funded by the stormwater utility. It would take approximately three weeks to complete with the possible need for some restoration afterwards. Ms. Wagner stated it would be a fall project.

A motion was made and seconded (B. Dziwulski, J. Wamser) to pursue Alternative #1, constructing a 12-inch storm pipe from the ponding area along the Zignego property and through the existing public drainage easement on the north side of Kathryn Court, letting out into a 42-inch storm sewer system along Springdale Road. Motion Passed: 6-For, 0-Against.

12. Discussion Related to Preliminary Costs Estimates to Develop the Highway Campus

Representatives from Wellspring Construction Group and Barrientos Design and Consulting were present via Zoom.

Mr. Klein stated there was not enough space for future needs on the City Hall campus. He also reported the prices for this project were originally estimated to be \$10 million, but construction costs have soared and the estimate is closer to \$12 million. He recommended going out to bid on the materials to lock in prices before they go up any further.

13. Discussion and Possible Action Regarding **Resolution 21-05-18** Rescinding the Personal Property Taxes for Prairie Grass Living LLC (PWC R513) Due to a Palpable Error

Attorney Martell stated the items that were originally assessed were fixed appliances and are not considered personal property. He recommended approval of the resolution.

A motion was made and seconded (B. Bergman, B. Dziwulski) to approve Resolution 21-05-18 rescinding the Prairie Grass Living LLC personal property taxes from 2020 in the amount of \$776.77. Motion Passed: 6-For, 0-Against.

14. Public Comment - None.

15. Closed Session – You are hereby notified that the Common Council and staff of the City of Pewaukee will convene into closed session after all regular scheduled business has been concluded and upon motion duly made and seconded and acted upon by roll-call vote as required under §19.85(1)(a), Stats. The purpose of the closed session is for the following:

- 19.85(1)(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. Specifically Related to the Request of Mr. & Mrs. Dodd to Purchase City Owned Property Located East of Their Property on Oak Street (PWC 0934-021)

You are further notified that at the conclusion of the Closed Session, the Common Council may convene into open session pursuant to 19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session and for adjournment.

A motion was made and seconded (J. Wamser, R. Grosch) to go into closed session at 8:51 p.m. Motion Passed: 6-For, 0-Against via roll call vote.

16. Adjournment

A motion was made and seconded (C. Brown, R. Grosch) to adjourn the meeting at 9:11 p.m. from closed session. Motion Passed: 6-For, 0-Against.

Respectfully Submitted,

Kelly Tarczewski
Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.3.**

DATE: July 19, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approve Common Council Meeting Minutes Dated May 17th, 2021

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

CC Minutes 5-17-2021

In Attendance:

Mayor Steve Bierce, Aldermen B. Bergman, C. Brown, I. Clark, B. Dziwulski, and J. Wamser.
R. Grosch was absent and excused.

Also in Attendance:

Attorney S. Riffle, Administrator S. Klein, DPW Director M. Wagner, Lieutenant M. Moonen, Lieutenant A. Sheckles and Clerk/Treasurer K. Tarczewski.

1. Call to Order and Pledge of Allegiance

Mayor Bierce called the meeting to order at 6:30 p.m.

2. Public Comment - None.

3. Consent Agenda

3.1. Approve Common Council Meeting Minutes Dated April 5th, 2021

3.2. Approve Accounts Payable Listing Dated May 17th, 2021

A motion was made and seconded (J. Wamser, B. Dziwulski) to approve the Consent Agenda. Motion Passed: 4-For, 0-Against, 1-Abstain (B. Bergman).

4. **PUBLIC HEARING** Regarding the Meadowbrook Farms Phase I Road Rehabilitation Project

4.1 Discussion and Possible Action Regarding the Preliminary Engineers Report and Proposed Special Assessment.

4.2 Discussion and Possible Action Regarding Awarding the Meadowbrook Farms Phase 1 Road Rehabilitation Contract to the Lowest Qualified Bidder, Payne & Dolan, Inc. in the Amount of \$413,417.76.

Ms. Wagner stated Meadowbrook Phase 1 paving project will be done in four phases. It will include Deer Haven Court, Shooting Star Court, and Shooting Star Road from Deer Haven Court to Shooting Star Boulevard. She noted the roads need rehabilitation including removal of existing asphalt pavement, curb repairs and stone base repair. Ms. Wagner stated the assessment cost for the road repairs are \$5799.76 per residential unit and the 2021 paving cap rate for residential units is \$2756.00. Ms. Wagner recommended we assess the properties that benefit from this project the paving cap. The repairs to inlets, half of the curb repairs and manholes will be paid for by either storm water utility, sanitary utility, or water utility. The assessment is only for the roadway and half of the curb. Ms. Wagner stated there were three bids for the project and she recommended approval of the preliminary Engineers report, the special assessments associated with it, and to award the contract to the lowest qualified bidder of Payne & Dolan.

Mr. Bergman asked about the Glenwood Lane portion in Springdale Estates. Ms. Wagner stated there have been icing issues for several years and the catch basins were installed too far apart, which led to drainage issues. She noted the area also has a lot of sump pump discharges which cause icing issues in the winter and has become a safety issue. She said the City will add two inlets and tie it into the storm sewer system.

Mr. Clark asked how Ms. Wagner would rank this construction project. Ms. Wagner noted that roads are ranked annually on a scale of 1-10, 10 being a brand new road. She ranked the road at a 4 or 5 and said the City wants to catch the repairs before it is in failure.

Mayor Bierce asked if this was the first time the roads have been repaired. Ms. Wagner noted they were originally done in the mid-90's and haven't had repairs since.

Ms. Brown asked about the project being a quarter million dollars more than what was estimated. Ms. Wagner stated it is part of the LRIP (Local Road Improvement Project) which is a grant from the State government funding. She said she did not include it in the special assessment and about \$20,000.00 will come off the assessable amount. Ms. Wagner noted if the project is put off a year, the City will lose the funding for the year.

Mayor Bierce opened the public hearing.

Kevan Toby (W268 N2205 Shooting Star Road) stated he and his wife just built their house and he did not want the City to cut into his new driveway. Ms. Wagner stated she would have to look at the curb and gutter in that area to determine if that was possible or not. Mr. Toby added the street is a long stretch and people speed on it. He recommended the City look into speed humps to slow down traffic.

Christina Schilling (N20 W26499 Shooting Star Road) stated she owns a side-by-side condo that is not part of an association. She said she is being charged the same portion as the homes. Ms. Wagner noted that condos are assessed and considered individual units.

Norman Mackowey (N22 W26579 Shooting Star Road) stated he owns a corner lot and asked if he would receive another assessment when Sawgrass was done. Ms. Wagner stated no, it is based on what street his driveway exits upon and his address.

Robert Brill (W264 N2062 Deer Haven Court) felt dividing by unit did not make sense and was not fair. Ms. Wagner stated there are three ways to assess, front foot, unit, or acreage. Ms. Wagner noted when an assessment is done the City analyzes all three options to see which one is most fair and equitable. He feels he is paying double the rate for same amount of linear footage.

Jim White (N22 W26497 Shooting Star Court) asked when the project would start and when the assessments would be due. Ms. Wagner stated construction will start in 2021 but was unsure of the exact start because there is no signed contract at this time. She assured him the City would send out a notice stating when construction will start. Ms. Wagner stated assessments lag a year and the City will send out a notice stating the project is finalized and the assessment is due. It will also lay out payment options.

Jim Keys (N22W26648 Shooting Star Road) wanted to know how long the project would take and asked about the increase on the road repair project budget.

Ms. Wagner stated the project will take 1½ - 2 months. Ms. Wagner noted the road repair budget was an Engineering estimate that was done a year and a half ago. She noted that costs have increased significantly, and it was not reflected in the budget. Ms. Wagner stated the City is requesting a budget amendment for the project. Further discussion took place regarding who would be paying for the repairs.

Mayor Bierce closed the public hearing.

Mr. Bergman mentioned the federal money for infrastructure. He stated it must be allocated for regional projects and not a specific neighborhood project.

Ms. Wagner added as part of the assessment policy, residential units are subject to the paving cap. All other non-residential properties would pay 100 percent of the assessment in the amount of \$5799.76.

Mr. Clark asked if the cap is a local ordinance or a state requirement.

Attorney Riffle stated in 1984 there was a debate regarding if the City was going to be a municipality that assessed all costs in every local neighborhood or a municipality that has the general fund pay for all roads when they needed to be upgraded. He said the City decided to be hybrid, meaning the owners in subdivisions would pay part of it and the City would pay the rest. If a subdivision decided they did not want to do it, that was fine but when it goes to an absolute need, the cap was off, and they would be required to pay the full assessment. Attorney Riffle noted it is not an Ordinance, but a policy.

Mr. Clark questioned speed humps and asked if the City has to cut into a homeowner's driveway if it would be repaved or if it is the homeowner's responsibility. Ms. Wagner stated the driveway would be repaired in kind. She noted speed humps were installed in that subdivision and owners were assessed 100 percent of cost.

A motion was made and seconded (B. Dziwulski, J. Wamser) to approve the preliminary Engineer's report including the proposed special assessments and award the Meadowbrook Farms Phase I road rehabilitation contract to Payne and Dolan, Inc in the amount of \$413,417.76.

Motion Passed: 5-For, 0-Against.

5. Discussion Regarding the Springdale Estates Survey Results

Mayor Bierce asked the Common Council members if they would entertain installing sidewalks or having no parking in the subdivision based on the responses of the survey. Everyone concurred that the residents were strongly against such projects and were not willing to pursue any further discussion on the matter.

6. Discussion and Possible Action Regarding the 2020/2021 Deer Management Program

Ms. Brown stated Jeff Kara and Mike Humcke were present for this item.

Mr. Kara stated this program started in 2013 or 2015 in District #2. He noted there has been private and public cooperation with the program. He said it started in Rocky Point, then to Lake Pewaukee Sanitary District, and has now spread to Spice Creek, Meadowbrook Farms and Deer Haven. They are using sharp shooters and some volunteer bow hunters and have had dramatic results over the last year. Mr. Kara said they have also expanded the volunteer hunters to take advantage of the hunting season from September to the end of March.

Mr. Humcke felt it was time to reassess where the deer management program is and where it is going in the future. He said the numbers have been stable and felt the homeowner's associations have been helpful.

Discussion took place regarding the deer herds and how the deer seemed to migrate into the Meadowbrook area. Sharp shooters estimated 100 deer in the area and took out 53 deer in three weeks.

Mr. Humcke felt the deer are actively being fed in that area. When sharpshooters set up the first night in Spice Creek the deer were coming in faster than they could be killed. Mr. Humcke noted that sharpshooters can bait deer but bow hunters cannot. He said he will talk to the DNR biologist about bow hunters being able to bait which he felt would improve the effectiveness.

Mr. Humcke recommended another fly over to determine their location and the desired population. He said there were a lot of inquiries from the Meadowbrook area who were bow hunters and would like to hunt in the area. He noted that Delafield established the program a few years ago and used local residents to keep the costs down and feels Pewaukee could get a sizeable group of local residents together to do some of the hunting.

Mr. Humcke recommended reauthorizing ordinance 6.02 3c to diminish bow hunting yards to 35, since it was particular to Rocky Point Road and not the rest of the City. He feels it should be reauthorized and looked at city-wide. He felt there are areas that need to be mapped and presented to the DNR as to where stands would be located. He noted only two deer ran after they were shot in three years. Mr. Humcke stated there was a clause that hunters could recover deer by notifying residents that it ran into their yard, or a resident could take care of it themselves. He noted there was a variation of the clause that if the resident did not want the hunter to come on their property, they could call the City police and they would remove the deer.

Mr. Bergman asked if that was a proposal or part of the ordinance. Mr. Humcke noted it was part of ordinance 6.02 from 2018.

Mr. Humcke stated the application permit goes from March 15 - March 31. He said it is important to discourage wildlife feeding and felt there needs to be more severe fines and possibly an anonymous hotline people can call. He suggested the City put information on the website about habitat control. He said part of deer management is cleaning out thickets and removing some of the habitat since deer do not like to be seen.

Mayor Bierce asked if there has been a decrease in car versus deer incidents. Lt. Moonen stated it is similar to what it has been.

Discussion took place regarding damage to plants and proper chemical sprays that can keep the deer at bay.

Ms. Brown mentioned an incident in Meadowbrook Farms where residents approached sharpshooters while they were actively hunting. She noted that she received negative emails and phone calls against the hunt and asked what changes would be made moving forward.

Mr. Humcke stated the most important issue is the feeding needs to stop. The feeding has also brought in turkeys who are eating the corn. He felt the sharpshooters should only be brought in when the herd gets above a certain level.

Mr. Klein noted that Nathan Holoubek, the biologist from the DNR was on the phone and available for questions.

Mr. Wamser asked if all the deer were tested for CWD. Mr. Holoubek stated that any meat that gets donated to the food pantry needs to be tested but fawns do not. If an individual hunter keeps a deer and utilizes it personally, they are not required to have it tested.

Mr. Clark stated he has received emails and phone calls from concerned constituents. One issue was how close the blinds were set up to the homes and public spaces. Another concern was people heard guns with silencers.

Mr. Humcke stated the sites that were selected were not far enough away. After the first night they were moved, and the area was resighted. He noted all sharpshooter guns have silencers.

Mr. Clark asked if sharpshooting and bow hunting was the most ethical and efficient option. Mr. Holoubek stated this is the most ethical option and it is more stressful for the deer to die from capture. He also noted that sterilization drugs are not approved in Wisconsin.

Mayor Bierce thought silencers were not going to be used. Discussion took place regarding the use of silencers and how it affects the program.

Mr. Bergman thanked them for the work and said he initially did not support the project. He felt it was a state issue. He asked why the Lake Sanitary district property is not being used. Mr. Humcke stated they control the property and felt there needs to be better usage of the land. Mr. Klein stated they have their own hunting program and feels they look for trophy deer.

Mr. Bergman stated he is against creating a system for Pewaukee residents to tattle on other residents. He said there is already a baiting hotline in place with the DNR. Mr. Bergman feels we can educate our residents through the City's website.

Debra Sonderhouse (N16W26553 Conservancy Drive) wanted to point out the beauty of living on a conservancy. The location of the shooting was deplorable, and the sounds of the gun shots were scary. All the animal carcasses were pulled out in front of people. There were blood and shell casings in the road. She does not want her taxes going towards killing deer. She objected to the comments about feeding the deer and felt it was an excuse for what is happening. People need to do research to find out what deer eat and do not eat. There are repellants available for plants and other options available. This was the deer's land.

Jenette Barton (N15W26518 Golf View Lane Unit E) had the unfortunate front row seat witnessing the deer killing directly in front of her condo. She called the warden and DNR to have the deer blind and killing moved, which moved it closer to the walking path and hotel pool. She said guns were used, not bow and arrows. She was asking to have the Spice Creek Condominium Conservancy land removed from future deer culls. The stress of witnessing baited deer is cruel and insensitive and feels it needs to be done away from the residents.

Marge Wappler (N16W26443 Meadowgrass Circle) stated culling by baiting deer and then killing them is against her religious beliefs and other preventive measures should be taken.

Sally Devriend (N16W26532 Meadowgrass Circle) stated she was a member of the Board of Directors at her HOA and were the last ones to be notified that this was going to happen. She felt they were pushed into it and there was no room there to do a cull on the property. It was very frightening. She was concerned it will be more dangerous if you're asking other volunteers to join in on a cull due to the dense area. She felt it needed to be better planned.

Laura Connolly (N17W26851 E. Fieldhack Dr Unit E) moved out to the country area where there is a conservancy and wants to see and appreciate the wildlife. She made calls to Mr. Klein and Mr. Holoubek to get a better understanding about why the City was doing this, only to find out it was a

nuisance kill. She stated she would like to get an educational team to work with the HOA. She did not find out about this until the Saturday before the kill. She would like the City to alert her ahead of time so they have a voice before it happens. She asked to work together with the deer, DNR and the City to better coexist with the deer.

Jim Keys (N22W26648 Shooting Star Road) has a wooded area behind him and there are a ton of deer in his area. All the plants are deer resistant, and sprays after every rain and put nets over them. Every year the deer population gets worse. He felt this year the deer are eating everything.

Ron Sonderhouse (N16 W265533 Conservancy Drive) stated he was on the Board of Directors at Spice Creek. His biggest concerns with his constituents was the lack of communication. He found out three weeks before it happened. He felt future culls will probably be denied and should not be happening in subdivisions.

Christine Howard (N16W26487 Meadowgrass Circle) stated she was on the Board and felt they didn't have control as to how it was done. She said she lives on the golf course and still sees a multitude of deer who are eating their plants. She said this winter was hard on the deer and they were struggling. She felt deer hunting should be allowed and there would not be an issue and felt they need to keep the population under control.

Mike Becker (N29 W26211 Steeplechase Court) felt the deer have not gotten better in his area and have gotten worse instead. He has as netted and sprayed to no avail. He thanked the City for their efforts and feels it needs to be done. But wanted better communication and better locations. There are also health issues associated with the deer. He hoped the efforts would continue.

Debbie Brent (N20W26623 Sawgrass Lane) stated she was the president of Meadowbrook Farms HOA and thanked the City for their efforts. She said there was a 2 to 1 ratio in favor of doing the cull. She has been using the Deer Hotline for three years but is not getting a response. She stated she will be putting out information on how to live with deer and felt education is important.

James Vetro (W261 N2809 Deer Haven Drive) stated he was the President of Steeplechase HOA. He asked about proposing it to be a club hunt and questioned how that can be done when the deer management plan calls for the City to own and champion it. He asked about the target of 15-25 deer per square mile and the need to understand what is being measured. He also questioned cutting out underbrush and if they need approval since the property is adjacent to the Village.

Mr. Bergman stated Urban Bow Hunting is an idea that worked in other communities. Hunters are vetted, need to qualify and there are a set of rules. He said we are acting off the opinion of the DNR biologist that there are too many deer in the area. Discussion took place regarding adjacent properties and municipal boundaries.

Mr. Klein stated the City is the permit holder and issue the tags to the various groups. It was acted upon because there was a request of the homeowner's association, and we are not forcing ourselves into the neighborhoods. He said the County is not involved and the State is only involved through the DNR who advises us and issues the permits.

Ms. Brown suggested going over Ordinance 6.02 3C and bringing it back at some point to see if the Common Council would permanently make it 100 yards for bow hunters and sharp shooters for deer management.

7. Discussion Related to Reporting Illegal Wildlife Feeding Either Through the City of Pewaukee's Property Maintenance Complaint Form or the Department of Natural Resources' Hotline

There was no additional discussion regarding this item. It was discussed as part of Item #6.

8. Discussion and Possible Action Regarding the Award of the Bid for the Well No. 5 HMO Treatment Facility & Building Modification to the Lowest Qualified Bidder, J. H. Hassinger, Inc., in the Amount of \$2,613,667.00

Ms. Wagner stated the Northmound well #5 has had issues with radium violations. Prework was done to determine if any treatment needed to be done to ensure the water quality was good and discovered a partial collapse in the bore hole. Previously, Common Council authorized the City to go in and remove the partial collapse. After working with a well driller and water quality specialist, the collapse cannot be removed. Ms. Wagner said the City needs to determine if the well is long term viable. Since it is located on the Waukesha fault line, it makes it an unstable well. She said the City needed more time to determine if they wanted to spend \$3.5 million to put a treatment system in. It was submitted to the DNR and the City obtained a one-year extension on the consent order to bring the well into compliance. She noted the City is exploring the viability of the well for this year and will be doing additional testing and putting together studies looking for another well in the area that is more suitable so a new well can be drilled. Ms. Wagner is asking for Common Council to reject all bids for the treatment system.

A motion was made and seconded (J. Wamser, B. Dziwulski) to reject all bids for the Well #5 HMO Treatment Facility and Building modification. Motion Passed: 5-For, 0-Against.

9. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your district Alderperson prior to the meeting.

Jane Kopczynski (W222N2807 Timberwood Court) stated she personally spent ten hours of her own time surveying 83 households in her neighborhood. She reported 77 wanted no change, 4 homes wanted change and 2 did not care one way or the other. Ms. Kopczynski stated the way the City worded the survey was interrupted as the residents had to choose one way or the other.

Ed Liesman (N22W22215 Meadowood Court) asked for the nature of the complaints to facilitate the survey.

10. Closed Session – You are hereby notified that the Common Council and staff of the City of Pewaukee will convene into closed session after all regular scheduled business has been concluded and upon motion duly made and seconded and acted upon by roll-call vote as required under §19.85(1)(a), Stats. The purpose of the closed session is for the following:

- §19.85(1)(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, specifically for the consideration to acquire additional land for the Department of Public Works facilities at Green Road / Duplainville Road.

You are further notified that at the conclusion of the Closed Session, the Common Council may convene into open session pursuant to 19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session and for adjournment.

A motion was made and seconded (B. Bergman, B. Dziwulski) to go into closed session at 8:39 p.m. The motion passed 5-For, 0-Against via roll call vote.

11. Adjournment

A motion was made and seconded to adjourn the meeting at 9:16 p.m. while still in closed session. Motion Passed: 5-For, 0-Against.

Respectfully Submitted,

Kelly Tarczewski
Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 4.**

DATE: July 19, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Presentation by Baker Tilly Regarding the 2020 Financial Audit [Paul Frantz]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Audit Reporting & Insights

2020 Financial Statement

Reporting and insights from 2020 audit: City of Pewaukee

December 31, 2020

Executive summary

July 12, 2021

To the Common Council
City of Pewaukee
Pewaukee, Wisconsin

We have completed our audit of the financial statements of City of Pewaukee (the "City") for the year ended December 31, 2020, and have issued our report thereon dated July 12, 2021. This letter presents communications required by our professional standards.

Your audit should provide you with confidence in your financial statements. The audit was performed based on information obtained from meetings with management, data from your systems, knowledge of your City's operating environment and our risk assessment procedures. We strive to provide you clear, concise communication throughout the audit process and of the final results of our audit.

Additionally, we have included information on key risk areas the City should be aware of in your strategic planning. We are available to discuss these risks as they relate to your organization's financial stability and future planning.

If you have questions at any point, please connect with us:

– Paul Frantz, CPA, Partner: paul.frantz@bakertilly.com or +1 (414) 777 5506

Sincerely,

Baker Tilly US, LLP

A handwritten signature in black ink, appearing to read "Paul Frantz", with a stylized flourish at the end.

Paul Frantz, CPA, Partner

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THIS COMMUNICATION IS INTENDED SOLELY FOR THE INFORMATION AND USE OF THOSE CHARGED WITH GOVERNANCE, AND, IF APPROPRIATE, MANAGEMENT, AND IS NOT INTENDED TO BE AND SHOULD NOT BE USED BY ANYONE OTHER THAN THESE SPECIFIED PARTIES.

Responsibilities

Responsibilities

Our responsibilities




As your independent auditor, our responsibilities include:

- Planning and performing the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. Reasonable assurance is a high level of assurance.
- Assessing the risks of material misstatement of the financial statements, whether due to fraud or error. Included in that assessment is a consideration of the City's internal control over financial reporting.
- Performing appropriate procedures based upon our risk assessment.
- Evaluating the appropriateness of the accounting policies used and the reasonableness of significant accounting estimates made by management.
- Forming and expressing an opinion based on our audit about whether the financial statements prepared by management, with the oversight of those charged with governance:
 - Are free from material misstatement
 - Present fairly, in all material respects and in accordance with accounting principles generally accepted in the United States of America

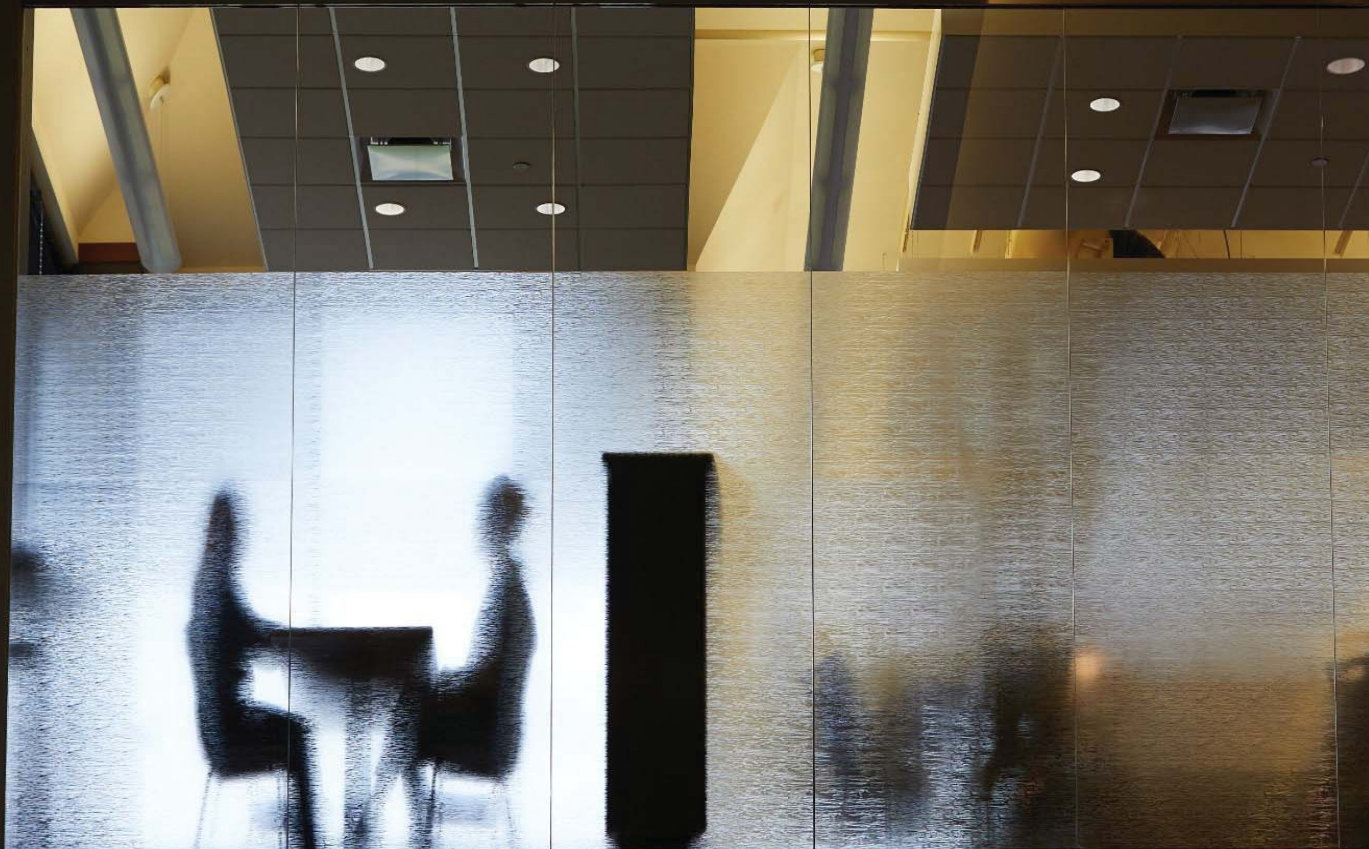
We are also required to communicate significant matters related to our audit that are relevant to the responsibilities of those charged with governance, including:

- Qualitative aspects of City's accounting practice including policies, accounting estimates and financial statement disclosures
- Significant difficulties encountered
- Disagreements with management
- Corrected and uncorrected misstatements
- Internal control matters
- Significant estimates
- Other findings or issues arising from the audit

Management's responsibilities

Management	Auditor
 Prepare and fairly present the financial statements	Our audit does not relieve management or those charged with governance of their responsibilities
 Establish and maintain effective internal control over financial reporting	An audit includes consideration of internal control over financial reporting, but not an expression of an opinion on those controls
 Provide us with written representations at the conclusion of the audit	See Appendix for a copy of management's representations

Audit status



Audit status

Significant changes to the audit plan

There were no significant changes made to either our planned audit strategy or to the significant risks and other areas of emphasis identified during the performance of our risk assessment procedures.

Audit approach and results



Audit approach and results

Planned scope and timing

Audit focus

Based on our understanding of the City and environment in which you operate, we focused our audit on the following key areas:

- Key transaction cycles
- Areas with significant estimates

Our areas of audit focus were informed by, among other things, our assessment of materiality. Materiality in the context of our audit was determined based on specific qualitative and quantitative factors combined with our expectations about the City's current year results.

Key areas of focus and significant findings

Significant risks of material misstatement

A significant risk is an identified and assessed risk of material misstatement that, in the auditor's professional judgment, requires special audit consideration. Within our audit, we focused on the following areas below.

Significant risk areas	Testing approach	Conclusion
Management override of controls	Incorporate unpredictability into audit procedures, emphasize professional skepticism and utilize audit team with industry expertise	Procedures identified provided sufficient evidence for our audit opinion
Improper revenue recognition due to fraud	Confirmation or validation of certain revenues supplemented with detailed predictive analytics based on non-financial data and substantive testing of related receivables	Procedures identified provided sufficient evidence for our audit opinion

Other key areas of emphasis

We also focused on other areas that did not meet the definition of a significant risk, but were determined to require specific awareness and a unique audit response.

Other key areas of emphasis	Testing approach	
Cash and investments	Revenues and receivables	General disbursements
Payroll	Pension asset	Long-term debt
Capital assets including infrastructure	Net position calculations	Financial reporting and required disclosures

Internal control matters

We considered the City's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing an opinion on the financial statements. We are not expressing an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis.

A material weakness is a deficiency or combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We identified the following deficiencies as material weaknesses:

- **Missing key controls**

There are certain controls that are not currently in place related to significant transaction cycles. As a result, there is a risk that erroneous or unauthorized transactions or misstatements could occur without the knowledge of management or the governing body. Our recommendations for strengthening controls are listed below.

- Controls over monthly and year-end accounting

- Adjusting journal entries and supporting documentation should be reviewed and approved by an appropriate person who is not the original preparer.

Since the controls listed above or other compensating controls are not currently in place, errors or irregularities could occur as part of the accounting processes that might not be discovered by management or the governing body. Therefore, the absence of these controls is considered to be a material weakness.

We recommend that a designated employee review the segregation of duties, risks, and these potential controls and determine whether additional controls should be implemented. This determination should take into consideration a cost / benefit analysis.

– **Financial statement close process**

Properly designed systems of internal control provide your organization with the ability to process and record accurate monthly and year-end transactions and annual financial reports.

Our audit includes a review and evaluation of the internal controls relating to financial reporting. Common attributes of a properly designed system of internal control for financial reporting are as follows:

- There is adequate staffing to prepare financial reports throughout the year and at year-end.
- Material misstatements are identified and corrected during the normal course of duties.
- Complete and accurate financial statements, including footnotes, are prepared.
- Financial reports are independently reviewed for completeness and accuracy.

Our evaluation of the internal controls over financial reporting has identified control deficiencies that are considered material weakness surrounding the preparation of financial statements and footnotes, adjusting journal entries identified by the auditors, and an independent review of financial reports.

Management has not prepared financial statements that are in conformity with generally accepted accounting principles. In addition, material misstatements in the general ledger were identified during the financial audit.

– **Restatement of Prior Year Financial Statements**

The City's internal controls over financial reporting should be designed to prepare financial statements in accordance with United States Generally Accepted Accounting Principles (GAAP). Subsequent discovery of material financial reporting changes and the required correction of previously issued financial statements indicate there is a material weakness in the City's financial reporting system.

As described in Note 4 of the City's financial statements, a restatement of the prior year financial statements was necessary to correct errors in the original recording of project expenditures/expenses between governmental and proprietary funds based on each fund's responsibility and planned use of related capital assets.

The absence of the internal controls noted above resulted in changes being needed in the December 31, 2020 financial statements which resulted in the restatement described above.

Other comments and recommendations

– Departmental Controls

As part of our annual audit process, we focus our efforts on the primary accounting systems, internal controls, and procedures used by the City. This is in keeping with our goal to provide an audit opinion which states that the financial statements of the City are correct in all material respects.

In some cases, the primary system of accounting procedures and controls of the City are supported by smaller systems which are decentralized, and reside within a department or location. In many cases, those systems are as simple as handling cash collections and remitting those collections to the Administrative Services Department.

Generally, the more centralized a function is, the easier it is to design and implement accounting controls that provide some level of checks and balances. That is because you are able to divide certain tasks over the people available to achieve some segregation of duties. For those tasks that are decentralized, it is usually very difficult to provide for proper segregation of duties. Therefore, with one person being involved in most or all aspects of a transaction, you lose the ability to rely on the controls to achieve the safeguarding of assets and reliability of financial records.

As auditors, we are required to communicate with you on a variety of topics. Since there is now more emphasis on internal controls and management's responsibilities, we believe it is appropriate to make sure that you are informed about the lack of segregation of duties that may occur at departments or locations that handle cash. Departments in your City that fit this situation may include the following:

- Parks and Recreation
- Fire Department
- Public Works
- Cemetery

As you might expect, similar situations are common in most governments.

As auditors, we are required to focus on the financial statements at a highly summarized level and our audit procedures support our opinion on those financial statements. Departments or locations that handle relatively smaller amounts of money are not the primary focus of our audit. Yet, because of the lack of segregation of duties, the opportunity for loss is higher there than in centralized functions that have more controls.

Because management is responsible for designing and implementing controls and procedures to detect and prevent fraud, we believe that is important for us to communicate this information to you. We have no knowledge of any fraud that has occurred or is suspected to have occurred within the departments mentioned above. However, your role as the governing body is to assess your risk areas and determine that the appropriate level of controls and procedures are in place. As always, the costs of controls and staffing must be weighed against the perceived benefits of safeguarding your assets.

Without adding staff or splitting up the duties, your own day-to-day contact and knowledge of the operation are also important mitigating factors.

– Repayment Schedule for Advance from Sewer Utility to Water Utility

As of December 31, 2020, the Sewer Utility has advanced funds to the Water Utility totaling \$7.4 million dollars by making debt payments on the Water Utility's behalf. There has been no formal repayment schedule set up to reimburse these funds. We recommend that the Water Utility work to determine a reasonable repayment schedule based on current rate structure and cash flow requirements.

Required communications

Qualitative aspect of accounting practices

- Accounting policies: Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we have advised management about the appropriateness of accounting policies and their application. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing accounting policies was not changed during 2020. We noted no transactions entered into by the City during the year for which accounting policies are controversial or for which there is a lack of authoritative guidance or consensus or diversity in practice.
- Accounting estimates: Accounting estimates, including fair value estimates, are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements, the degree of subjectivity involved in their development and because of the possibility that future events affecting them may differ significantly from those expected. The following estimates are of most significance to the financial statements:

Estimate	Management's process to determine	Baker Tilly's conclusions regarding reasonableness
Compensated absences	Evaluation of hours earned and accumulated in accordance with employment policies and average wage per hour rates	Reasonable in relation to the financial statements as a whole
Net pension asset and related deferrals	Evaluation of information provided by the Wisconsin Retirement System	Reasonable in relation to the financial statements as a whole
Allowance for doubtful accounts	Evaluation of historical revenues and loss levels with the analysis on collectability of individual amounts	Reasonable in relation to the financial statements as a whole
Depreciation	Evaluate estimated useful life of the asset and original acquisition value	Reasonable in relation to the financial statements as a whole

There have been no significant changes made by management to either the processes used to develop the particularly sensitive accounting estimates, or to the significant assumptions used to develop the estimates, noted above.

- Financial statement disclosures: The disclosures in the financial statements are neutral, consistent and clear.

Significant difficulties encountered during the audit

We encountered no significant difficulties in dealing with management and completing our audit.

Other audit findings or issues

We encountered no other audit findings or issues that require communication at this time.

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Disagreements with management

Professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Corrected misstatements

Professional standards require us to accumulate misstatements identified during the audit, other than those that are clearly trivial and to communicate accumulated misstatements to management. Management is in agreement with the misstatements we have identified, and they have been corrected in the financial statements. The schedule within the Appendix summarizes the material corrected misstatements that, in our judgment, may not have been detected except through our auditing procedures. The internal control matters section of this report describes the effects on the financial reporting process indicated by the corrected misstatements, other than those that we consider to be of a lesser magnitude than significant deficiencies and material weaknesses.

Significant unusual transactions

There have been no significant transactions that are outside the normal course of business for the City or that otherwise appear to be unusual due to their timing, size or nature.

Other information in documents containing audited financial statements

Official statements (or Other Equivalent Document)

The City's audited financial statements are "general purpose" financial statements. General purpose financial statements consist of the basic financial statements that can be used by a broad group of people for a broad range of activities. Once we have issued our audit report, we have no further obligation to update our report for events occurring subsequent to the date of our report. The City can use the audited financial statements in other client prepare documents, such as official statements related to the issuance of debt, without our acknowledgement. Unless we have been engaged to perform services in connection with any subsequent transaction requiring the inclusion of our audit report, as well as to issue an auditor's acknowledgment letter, we have neither read the document nor performed subsequent event procedures in order to determine whether or not our report remains appropriate.

Management's consultations with other accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing or accounting matters.

Written communications between management and Baker Tilly

The Appendix includes copies of other material written communications, including a copy of the management representation letter.

Compliance with laws and regulations

We did not identify any non-compliance with laws and regulations during our audit.

Fraud

We did not identify any known or suspected fraud during our audit.

Going concern

Pursuant to professional standards, we are required to communicate to you, when applicable, certain matters relating to our evaluation of the City's ability to continue as a going concern for a reasonable period of time but no less than 12 months from the date the financial statements are issued or available to be issued, including the effects on the financial statements and the adequacy of the related disclosures, and the effects on the auditor's report. No such matters or conditions have come to our attention during our engagement.

Independence

We are not aware of any relationships between Baker Tilly and the City that, in our professional judgment, may reasonably be thought to bear on our independence.

Related parties

We did not have any significant findings or issues arise during the audit in connection with the City's related parties.

Other matters

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary information which accompanies the financial statements but is not RSI. With respect to the supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Nonattest services

The following nonattest services were provided by Baker Tilly:

- Financial statement preparation
- Adjusting journal entries
- Compiled regulatory reports

In addition, we prepared GASB No. 34 conversion entries which are summarized in the “Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position” and the “Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities” in the financial statements.

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

Accounting changes relevant to the City

Accounting changes relevant to the City

Future accounting standards update

GASB Statement Number	Description	Potentially Impacts you	Effective Date
87	Leases	✓	12/31/22
89	Accounting for Interest Incurred before the End of a Construction Period	✓	12/31/21*
91	Conduit Debt	✓	12/31/22*
92	Omnibus 2020	✓	12/31/22*
93	Replacement of Interfund Bank Offered Rates	✓	12/31/22*
94	Public-Private and Public-Public Partnerships and Availability Payment Arrangements	✓	12/31/23
96	Subscription-Based Information Technology Arrangements	✓	12/31/23
97	Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans	✓	12/31/22

*The statements listed above through Statement No. 93 had their required effective dates postponed by one year with the issuance of Statement No. 95, *Postponement of Effective Dates of Certain Authoritative Guidance*, with the exception of Statement No. 87 which was postponed by one and a half years. The effective date reflected above is the required revised implementation date.

Further information on upcoming [GASB pronouncements](#).

Preparing for the new lease standard

GASB's new single model for lease accounting will be effective soon. This standard will require governments to identify and evaluate contracts that convey control of the right to use another entity's nonfinancial asset as specified in the contract for a period of time in an exchange or exchange-like transaction. Contracts meeting the criteria for control, term and other items within the standard will result in recognizing a right to use asset and lease liability or a receivable and deferred inflow of resources.

We recommend the City review this standard and start planning now as to how this will affect your financial reporting. We recommend that you begin by completing an inventory of all contracts that might meet the definition of a lease. The contract listing should include key terms of the contracts such as:

- Description of contract
- Underlying asset
- Contract term
- Options for extensions and terminations
- Service components, if any
- Dollar amount of lease

In addition, the City should begin to establish a lease policy to address the treatment of common lease types, including a dollar threshold for each lease. We are available to discuss this further and help you develop an action plan.

Learn more about [GASB 87](#).

Planning for the new conduit debt reporting

Conduit debt includes arrangements where there are three separate parties involved including a third party that is obligated for payment, a debt holder or lender and an issuing party which is often a government. This standard provides additional criteria for identifying and classifying conduit debt with the intent of providing consistency in how the debt is recorded and reported in governmental financial statements. The City should identify any existing debt arrangements involving third-party obligors and evaluate how those arrangements will be reported under the new standard in order to determine the potential impact of this standard on future financial reporting.

Trending challenges and opportunities for organizations



Trending challenges and opportunities for organizations

Management and governing bodies must keep the future in mind as they evaluate strategies to achieve future growth. Keeping a balance between risk and sustainability is key, and organizations need to think beyond their immediate needs to their long-term goals. Economic uncertainty, coupled with key risk areas and fast-paced technology change, make strategic planning complex. Begin the discussion with your management team to find your path to your future.

Turning toward recovery and growth

Many organizations are focusing on the strategic restart and ramp up of their operations.

With great uncertainty about what recovery will look like—or how long it will take—it is essential for your organization to understand the scenarios you may face and plan your path back to growth.

We can help you chart a way forward that will enhance and maximize your value, minimize further disruption and keep your workforce safe.

Recommendation

Follow our [road map](#) to reopen, recover and reset.



Compliance with federal awards



Challenge

The COVID-19 crisis has had a significant effect on the nation, including recipients of federal awards resulting from various congressional acts. Federal funding adds an increased level of scrutiny and brings new challenges around compliance, reporting and administration.

Finance and spending departments are operating in unprecedented times as they manage and administer these funds while also remaining economically viable, maintaining operations and adapting to the “new normal.”

Recommendation

Learn more about [compliance for federal funds](#) obtained for pandemic response efforts.

Risk assessment

Challenge



Organizations today manage ever-expanding priorities in a constantly evolving, disruptive risk environment. Undetected risks, insufficient internal controls and inefficient business processes may negatively impact not only the entity but also its workforce and the community at large.

Risk assessment and internal audit prove essential to identifying top risks and the appropriateness of response in order to:

- Manage risk and compliance
- Enhance governance and strategy
- Optimize operations
- Gain assurance around key functions and processes that contribute toward meeting organizational goals

Recommendation

Learn about the key considerations for the [risk assessment process and internal audit planning](#).

Information technology and cybersecurity



Challenge

While return-to-work scenarios are being developed, it is likely that remote workforces will remain a reality for many organizations in the short- to mid-term. Though many organizations have been able to adapt on a short-term basis, some will not be prepared for long-term operation on a remote and virtual basis. Organizations should increase monitoring of invasive cyber events, given the likely increase in hackers sending out fake emails, website links and ransomware attacks – and also consider:

- Adequacy of IT controls and security
- Performance of remote infrastructure supporting operations
- Improvements to remote applications for communication, collaboration and workflow
- Alternatives for data entry, work and information flow

Recommendation

[Learn more](#) about information technology and cybersecurity, including [System & Organization Controls reporting](#).

Appendix A: Client service team

Client service team



Paul Frantz, CPA

Partner

777 East Wisconsin Ave
32nd Floor
Milwaukee, WI 53202
United States

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paul.frantz@bakertilly.com



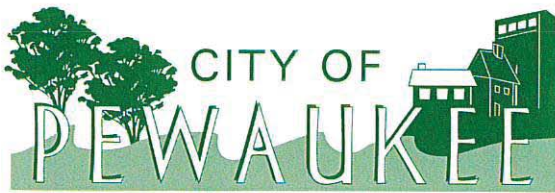
Michelle Walter, CPA

Senior Manager

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Appendix B: Management representation letter



Office of the City Administrator

W240 N3065 Pewaukee Road

Pewaukee, Wisconsin 53072

Phone (262) 691-0770

Fax (262) 691-1798

tarczewski@pewaukee.wi.us

July 12, 2021

Baker Tilly US, LLP
777 E. Wisconsin Ave
32nd Floor
Milwaukee, WI 53202

Dear Baker Tilly US, LLP:

We are providing this letter in connection with your audit of the financial statements of the City of Pewaukee as of December 31, 2020 and for the year then ended for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Pewaukee, Wisconsin, and the respective changes in financial position and cash flows, where applicable, in conformity with accounting principles generally accepted in the United States of America. We confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with accounting principles generally accepted in the United States of America. We are also responsible for adopting sound accounting policies, establishing and maintaining internal control over financial reporting, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter.
- 2) The financial statements referred to above are fairly presented in conformity with accounting principles generally accepted in the United States of America. We have engaged you to advise us in fulfilling that responsibility. The financial statements include all properly classified funds of the primary government required by accounting principles generally accepted in the United States of America to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, if any, are reasonable.

- 6) All events subsequent to the date of the financial statements and for which accounting principles generally accepted in the United States of America require adjustment or disclosure have been adjusted or disclosed. No other events, including instances of noncompliance, have occurred subsequent to the financial statement date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements.
- 7) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 8) All known audit and bookkeeping adjustments have been included in our financial statements, and we are in agreement with those adjustments.
- 9) There are no known or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements. There are no unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with accounting principles generally accepted in the United States of America.

Information Provided

- 10) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as financial records and related data, documentation, and other matters.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of the Common Council or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 11) We have not completed an assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 12) We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - a) Management,
 - b) Employees who have significant roles in internal control, or
 - c) Others where the fraud could have a material effect on the financial statements.
- 13) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, regulators, or others.
- 14) We have no knowledge of known instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 15) There are no known related parties or related party relationships and transactions of which we are aware.

Other

- 16) There have been no communications from regulatory agencies concerning noncompliance with, or

deficiencies in, financial reporting practices.

- 17) We have a process to track the status of audit findings and recommendations.
- 18) We have identified to you any previous financial audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 19) The City has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
- 20) We are responsible for compliance with federal, state, and local laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits, debt contracts, and IRS arbitrage regulations; and we have identified and disclosed to you all federal, state, and local laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
- 21) There are no:
 - a) Violations or possible violations of budget ordinances, federal, state, and local laws or regulations (including those pertaining to adopting, approving and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, or for reporting on noncompliance, except those already disclosed in the financial statement, if any.
 - b) Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by accounting principles generally accepted in the United States of America.
 - c) Nonspendable, restricted, committed, or assigned fund balances that were not properly authorized and approved.
 - d) Rates being charged to customers other than the rates as authorized by the applicable authoritative body.
 - e) Violations of restrictions placed on revenues as a result of bond resolution covenants such as revenue distribution or debt service funding.
- 22) In regards to the nonattest services performed by you listed below, we have 1) accepted all management responsibility; 2) designated an individual with suitable skill, knowledge, or experience to oversee the services; 3) evaluated the adequacy and results of the services performed, and 4) accepted responsibility for the results of the services.
 - a) Financial statement preparation
 - b) Adjusting journal entries
 - c) Compiled regulatory reports

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

- 23) The City of Pewaukee has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 24) The City of Pewaukee has complied with all aspects of contractual agreements that would have a

material effect on the financial statement in the event of noncompliance.

- 25) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations, if any. Component units have been properly presented as either blended or discrete.
- 26) The financial statements properly classify all funds and activities.
- 27) All funds that meet the quantitative criteria in GASB Statement No. 34 and No. 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 28) Components of net position (net investment in capital assets; restricted; and unrestricted) and components of fund balance (nonspendable, restricted, committed, assigned and unassigned) are properly classified and, if applicable, approved.
- 29) The City of Pewaukee has no derivative financial instruments such as contracts that could be assigned to someone else or net settled, interest rate swaps, collars or caps.
- 30) Provisions for uncollectible receivables, if any, have been properly identified and recorded.
- 31) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 32) Revenues are appropriately classified in the statement of activities within program revenues and general revenues.
- 33) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 34) Deposits and investments are properly classified, valued, and disclosed (including risk disclosures, collateralization agreements, valuation methods, and key inputs, as applicable).
- 35) Provision, when material, has been made to reduce excess or obsolete inventories to their estimated Net realizable value.
- 36) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated/amortized. Any known impairments have been recorded and disclosed.
- 37) Tax-exempt bonds issued have retained their tax-exempt status.
- 38) We have appropriately disclosed the City of Pewaukee's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available and have determined that net position were properly recognized under the policy. We have also disclosed our policy regarding which resources (that is, restricted, committed, assigned or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available.
- 39) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 40) With respect to the supplementary information, (SI):
 - a) We acknowledge our responsibility for presenting the SI in accordance with accounting

principles generally accepted in the United States of America, and we believe the SI, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the SI have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.

- b) If the SI is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

41) We agree with the restatement presented in the current year's financial statements.

42) We assume responsibility for, and agree with, the information provided by the Wisconsin Retirement System as audited by the Legislative Audit Bureau relating to the net pension asset/liability and related deferred outflows and deferred inflows and have adequately considered the reasonableness of the amounts and disclosures used in the financial statements and underlying accounting records. We also assume responsibility for the census data that has been reported to the plan.

43) We are responsible for the estimation methods and assumptions used in measuring assets and liabilities reported or disclosed at fair value, including information obtained from brokers, pricing services or third parties. Our valuation methodologies have been consistently applied from period to period. The fair value measurements reported or disclosed represent our best estimate of fair value as the measurement date in accordance with the requirements of GASB 72 – *Fair Value Measurement*. In addition, our disclosures related to fair value measurements are consistent with the objectives outlined in GASB 72. We have evaluated the fair value information provided to us by brokers, pricing services or other parties that has been used in the financial statements and believe this information to be reliable and consistent with the requirements.

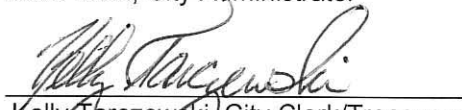
Sincerely,

City of Pewaukee

Signed:


Scott Klein, City Administrator

Signed:


Kelly Tarczewski, City Clerk/Treasurer

Appendix C: Corrected misstatements

Material corrected misstatements

Description	Amount
To correct beginning net position for a prior year audit entry that was not posted to the Water Utility general ledger	\$647,453
To properly record water utility capital asset activity	\$2,950,475
To properly record sewer utility capital asset activity	\$1,186,687
To record GASB 68 pension activity	\$394,575
To record 2020 activity on sewer advance	\$636,332
To correct prepaid and accrual for last payroll in 2020	\$237,966
To remove payable and receivable for overpayment	\$326,798
Restatement – to correct errors in the original recording of project expenditures/expenses between governmental and proprietary funds based on each fund's responsibility and planned use of related capital assets.	\$656,498

The remaining misstatements that were identified and corrected by management were not material individually or in the aggregate to the financial statements taken as a whole.



Appendix D: Two-way communication regarding your audit

As part of our audit of your financial statements, we are providing communications to you throughout the audit process. Auditing requirements provide for two-way communication and are important in assisting the auditor and you with more information relevant to the audit.

As this past audit is concluded, we use what we have learned to begin the planning process for next year's audit. It is important that you understand the following points about the scope and timing of our next audit:

- a. We address the significant risks of material misstatement, whether due to fraud or error, through our detailed audit procedures.
- b. We will obtain an understanding of the five components of internal control sufficient to assess the risk of material misstatement of the financial statements whether due to error or fraud, and to design the nature, timing and extent of further audit procedures. We will obtain a sufficient understanding by performing risk assessment procedures to evaluate the design of controls relevant to an audit of financial statements and to determine whether they have been implemented. We will use such knowledge to:
 - Identify types of potential misstatements.
 - Consider factors that affect the risks of material misstatement.
 - Design tests of controls, when applicable, and substantive procedures.
- c. We will not express an opinion on the effectiveness of internal control over financial reporting or compliance with laws, regulations and provisions of contracts or grant programs.
- d. The concept of materiality recognizes that some matters, either individually or in the aggregate, are important for fair presentation of financial statements in conformity with generally accepted accounting principles while other matters are not important. In performing the audit, we are concerned with matters that, either individually or in the aggregate, could be material to the financial statements. Our responsibility is to plan and perform the audit to obtain reasonable assurance that material misstatements, whether caused by errors or fraud, are detected.

Our audit will be performed in accordance with auditing standards generally accepted in the United States of America.

We are very interested in your views regarding certain matters. Those matters are listed here:

- a. We typically will communicate with your top level of management unless you tell us otherwise.
- b. We understand that the governing board has the responsibility to oversee the strategic direction of your organization, as well as the overall accountability of the entity. Management has the responsibility for achieving the objectives of the entity.
- c. We need to know your views about your organization's objectives and strategies, and the related business risks that may result in material misstatements.
- d. Which matters do you consider warrant particular attention during the audit, and are there any areas where you request additional procedures to be undertaken?
- e. Have you had any significant communications with regulators or grantor agencies?
- f. Are there other matters that you believe are relevant to the audit of the financial statements?

Also, is there anything that we need to know about the attitudes, awareness and actions of the governing body concerning:

- a. The entity's internal control and its importance in the entity, including how those charged with governance oversee the effectiveness of internal control?
- b. The detection or the possibility of fraud?

We also need to know if you have taken actions in response to developments in financial reporting, laws, accounting standards, governance practices, or other related matters, or in response to previous communications with us.

With regard to the timing of our audit, here is some general information. If necessary, we may do preliminary financial audit work during the months of October-December, and sometimes early in January. Our final financial fieldwork is scheduled during April to best coincide with your readiness and report deadlines. After fieldwork, we wrap up our financial audit procedures at our office and may issue drafts of our report for your review. Final copies of our report and other communications are issued after approval by your staff. This is typically 6-12 weeks after final fieldwork, but may vary depending on a number of factors.

Keep in mind that while this communication may assist us with planning the scope and timing of the audit, it does not change the auditor's sole responsibility to determine the overall audit strategy and the audit plan, including the nature, timing and extent of procedures necessary to obtain sufficient appropriate audit evidence.

We realize that you may have questions on what this all means, or wish to provide other feedback. We welcome the opportunity to hear from you.

City of Pewaukee

Financial Statements and Supplementary Information

December 31, 2020

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INDEPENDENT AUDITORS' REPORT

To the Common Council
City of Pewaukee
Pewaukee, Wisconsin

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Pewaukee, Wisconsin as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the City of Pewaukee's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City of Pewaukee's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the City of Pewaukee's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

To the Common Council
City of Pewaukee

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Pewaukee, Wisconsin as of December 31, 2020 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 4 to the financial statements, net position and fund balance as of December 31, 2019 have been restated to correct a material misstatement. Our opinions are not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted management discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinions on the basic financial statements are not affected by this missing information.

To the Common Council
City of Pewaukee

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Pewaukee's basic financial statements. The supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects, in relation to the basic financial statements as a whole.

Baker Tilly US, LLP

Milwaukee, Wisconsin
July 12, 2021

BASIC FINANCIAL STATEMENTS

City of Pewaukee

Statement of Net Position

December 31, 2020

	Governmental Activities	Business- Type Activities	Total
Assets			
Cash and investments	\$ 19,490,980	\$ 12,884,670	\$ 32,375,650
Receivables (net):			
Taxes	11,446,787	-	11,446,787
Delinquent personal property taxes	1,090	-	1,090
Accounts	418,866	1,084,895	1,503,761
Accrued interest	49,931	-	49,931
Special assessments	1,154,152	475,361	1,629,513
Due from other governments	138,932	-	138,932
Internal balances	(202,439)	202,439	-
Investment in Pewaukee Public Library	382,332	-	382,332
Inventories and prepaid expenses	249,795	11,877	261,672
Restricted assets:			
Cash and investments	-	60,070	60,070
Net pension asset	1,300,549	97,101	1,397,650
Capital assets:			
Land	3,723,769	530,387	4,254,156
Construction in progress	644,290	1,570,374	2,214,664
Other capital assets, net of accumulated depreciation	48,722,215	73,189,405	121,911,620
Total assets	87,521,249	90,106,579	177,627,828
Deferred Outflows of Resources			
Pension related items	3,050,569	257,018	3,307,587
Liabilities			
Accounts payable and accrued expenses	1,864,928	1,908,147	3,773,075
Deposits	349,950	26,177	376,127
Current portion of long-term obligations	998,361	595,123	1,593,484
Noncurrent portion of long-term obligations	5,155,668	7,543,081	12,698,749
Total liabilities	8,368,907	10,072,528	18,441,435
Deferred Inflows of Resources			
Unearned revenue	12,746,842	-	12,746,842
Pension related items	3,878,078	318,067	4,196,145
Total deferred inflows of resources	16,624,920	318,067	16,942,987
Net Position			
Net investment in capital assets	47,699,229	67,239,939	114,939,168
Restricted	3,737,421	157,171	3,894,592
Unrestricted	14,141,341	12,575,892	26,717,233
Total net position	\$ 65,577,991	\$ 79,973,002	\$ 145,550,993

See notes to the financial statements

City of Pewaukee

Statement of Activities

Year Ended December 31, 2020

	Program Revenues			Net (Expenses) Revenues and Changes in Net Position		
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities
Primary Government						
Governmental activities:						
General government	\$ 2,516,236	\$ 747,387	\$ 150,106	\$ -	\$ (1,618,743)	\$ -
Public safety	8,608,841	2,451,812	30,731	2,496	(6,123,802)	-
Public works	5,910,278	3,432,629	560,240	1,154,152	(763,257)	-
Health and sanitation	31,916	15,795	-	-	(16,121)	-
Culture and recreation	2,468,987	586,308	-	118,108	(1,764,571)	-
Conservation and development	220,812	-	-	-	(220,812)	-
Interest and other related charges	114,229	-	-	-	(114,229)	-
Total governmental activities	19,871,299	7,233,931	741,077	1,274,756	(10,621,535)	-
Business-type activities:						
Water utility	2,768,631	2,271,457	-	481,186	-	(15,988)
Sewer utility	3,795,004	3,453,260	-	268,102	-	(73,642)
Total business-type activities	6,563,635	5,724,717	-	749,288	-	(89,630)
Total primary government	\$ 26,434,934	\$ 12,958,648	\$ 741,077	\$ 2,024,044	\$ (10,621,535)	\$ (10,711,165)
General revenues and transfers:						
Taxes:						
Property taxes					9,788,617	-
Other taxes					924,987	-
Intergovernmental revenues not restricted to specific programs					934,741	-
Investment income					392,052	54,125
Gain on sale of fixed assets					91,000	-
Miscellaneous					26,178	31,157
Transfers					570,154	(570,154)
Total general revenues and transfers					12,727,729	(484,872)
Change in net position					2,106,194	(574,502)
Net Position, Beginning (as restated)					63,471,797	80,547,504
Net Position, Ending					\$ 65,577,991	\$ 79,973,002
						\$ 145,550,993

See notes to the financial statements

City of Pewaukee

Balance Sheet - Government Funds
December 31, 2020

	General	Storm Water Management	Debt Service	Nonmajor Governmental Funds	Total Governmental Funds
Assets					
Cash and Investments	\$ 6,972,929	\$ 3,876,084	\$ 1,836,762	\$ 6,805,205	\$ 19,490,980
Receivables (net):					
Taxes	9,949,065	579,880	832,842	85,000	11,446,787
Delinquent personal property taxes	1,090	-	-	-	1,090
Accounts	323,205	22,161	-	73,500	418,866
Special assessments	-	-	1,154,152	-	1,154,152
Accrued interest	49,931	-	-	-	49,931
Due from other governments	138,932	-	-	-	138,932
Inventories	190,134	-	-	-	190,134
Prepaid items	56,051	3,610	-	-	59,661
				-	
Total assets	<u>\$ 17,681,337</u>	<u>\$ 4,481,735</u>	<u>\$ 3,823,756</u>	<u>\$ 6,963,705</u>	<u>\$ 32,950,533</u>
Liabilities, Deferred Inflows of Resources and Balances					
Liabilities					
Accounts payable	\$ 748,509	\$ 142,253	\$ -	\$ 780,317	\$ 1,671,079
Accrued liabilities	161,082	-	-	-	161,082
Deposits	349,950	-	-	-	349,950
Due to other funds	202,439	-	-	-	202,439
Total liabilities	<u>1,461,980</u>	<u>142,253</u>	<u>-</u>	<u>780,317</u>	<u>2,384,550</u>
Deferred Inflows of Resources					
Unearned revenues	10,214,807	1,614,193	832,842	85,000	12,746,842
Unavailable revenues	94,375	-	1,154,152	-	1,248,527
Total deferred inflows of resources	<u>10,309,182</u>	<u>1,614,193</u>	<u>1,986,994</u>	<u>85,000</u>	<u>13,995,369</u>
Fund Balances					
Nonspendable	247,275	3,610	-	-	250,885
Restricted	-	-	1,836,762	632,877	2,469,639
Committed	-	-	-	5,465,511	5,465,511
Assigned	-	2,721,679	-	-	2,721,679
Unassigned	5,662,900	-	-	-	5,662,900
Total fund balances	<u>5,910,175</u>	<u>2,725,289</u>	<u>1,836,762</u>	<u>6,098,388</u>	<u>16,570,614</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 17,681,337</u>	<u>\$ 4,481,735</u>	<u>\$ 3,823,756</u>	<u>\$ 6,963,705</u>	<u>\$ 32,950,533</u>

See notes to the financial statements

City of Pewaukee

Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Position
December 31, 2020

Total Fund Balances - Governmental Funds \$ 16,570,614

**Amounts Reported for Governmental Activities in the Statement of
Net Position are Different Because**

Capital assets used in governmental funds are not financial resources and therefore are not reported in the funds (See Note 2). 53,090,274

The City's investment in the library joint venture is not a financial resource and, therefore, is not reported in the fund statements. 382,332

Some receivables that are not currently available are reported as unavailable revenues in the fund financial statements but are recognized as revenue when earned in the government-wide statements. 1,248,527

The net pension asset does not relate to current financial resources and is not reported in the governmental funds. 1,300,549

Deferred inflows and outflows of resources related to pension do not related to current financial resources and are not reported in the governmental funds. (827,509)

Some liabilities, including long-term debt, are not due and payable in the current period and therefore, are not reported in the funds (See Note 2). (6,186,796)

Net position of governmental activities \$ 65,577,991

City of Pewaukee

Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds
Year Ended December 31, 2020

	General	Storm Water Management	Debt Service	Nonmajor Governmental Funds	Total Governmental Funds
Revenues					
Taxes	\$ 8,109,284	\$ -	\$ 1,743,346	\$ 1,195,171	\$ 11,047,801
Intergovernmental	1,783,343	-	-	16,763	1,800,106
Licenses and permits	840,666	300	-	-	840,966
Fines forfeitures and penalties	324,529	-	-	-	324,529
Public charges for services	1,843,032	1,601,665	-	55,746	3,500,443
Intergovernmental charges for services	1,952,442	39,684	-	-	1,992,126
Investment income	229,421	33,371	47,296	59,617	369,705
Miscellaneous revenues	98,671	87,278	-	15,000	200,949
Total revenues	15,181,388	1,762,298	1,790,642	1,342,297	20,076,625
Expenditures					
Current:					
General government	2,176,094	-	-	-	2,176,094
Public safety	8,128,524	-	-	10,297	8,138,821
Public works	2,789,776	703,369	-	-	3,493,145
Health and human services	-	-	-	31,916	31,916
Culture and recreation	2,053,148	-	-	-	2,053,148
Conservation and development	-	-	-	220,812	220,812
Capital Outlay	-	1,710,106	-	2,416,101	4,126,207
Debt Service:					
Principal	-	-	1,244,040	-	1,244,040
Interest, issuance costs and fiscal charges	-	-	133,420	-	133,420
Total expenditures	15,147,542	2,413,475	1,377,460	2,679,126	21,617,603
Excess (deficiency) of revenues over expenditures	33,846	(651,177)	413,182	(1,336,829)	(1,540,978)
Other Financing Sources (Uses)					
Proceeds from sale of capital assets	91,000	-	-	-	91,000
Transfers in	590,154	17,940	257,577	1,115,990	1,981,661
Transfers out	(992,810)	(257,577)	-	(161,120)	(1,411,507)
Total other financing sources (uses)	(311,656)	(239,637)	257,577	954,870	661,154
Net change in fund balances	(277,810)	(890,814)	670,759	(381,959)	(879,824)
Fund Balances, Beginning (as restated)	6,187,985	3,616,103	1,166,003	6,480,347	17,450,438
Fund Balances, Ending	\$ 5,910,175	\$ 2,725,289	\$ 1,836,762	\$ 6,098,388	\$ 16,570,614

See notes to the financial statements

City of Pewaukee

Reconciliation of the Statement of Revenues, Expenditures and Changes in
Fund Balances of Governmental Funds
Year Ended December 31, 2020

Net Change in Fund Balances - Total Governmental Funds \$ (879,824)

Amounts Reported for Governmental Activities in the Statement of Activities are Different Because

Governmental funds report capital outlays as expenditures. However in the statement of net position, the cost of these assets is capitalized and they are depreciated over their estimated useful lives and reported as depreciation expense in the statement of activities:

Capital outlay is reported as an expenditure in the fund financial statements, but is capitalized in the government-wide statements	4,126,207
Some items reported as capital outlay were not capitalized	(395,976)
Contributed assets	65,653
Depreciation is reported in the government-wide statements	(3,112,924)
Net book value of assets retired	(63,435)

Receivables not currently available are reported as revenue when collected or currently available in the fund financial statements but are recognized as revenue when earned in the government-wide financial statements.	1,174,061
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The proportionate share of the change in net position related to joint ventures reported in the statement of activities neither provides nor uses current financial resources and is not reported in the fund financial statements.	15,809
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Debt issued provides current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.	
Principal repaid	1,244,040

Some expenses in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.	
Compensated absences	(102,348)
Accrued interest on debt	9,578
Net pension liability/asset	2,670,107
Deferred inflows/outflows of resources related to pension	(2,654,367)

Governmental funds report debt premiums and discounts as other financing sources (uses) or expenditures. However, in the statement of net position, these are reported as additions or deductions from long-term debt. These are allocated over the period the debt is outstanding in the statement of activities and are reported as interest expense:

Amortization of debt premiums	9,613
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Change in net position of governmental activities	<u>\$ 2,106,194</u>
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City of Pewaukee

Statement of Net Position - Proprietary Funds
December 31, 2020

	Business-Type Activities - Enterprise Funds		
	Water Utility	Sewer Utility	Total
Assets			
Current assets:			
Cash and investments	\$ 237,500	\$ 12,647,170	\$ 12,884,670
Receivables:			
Accounts	424,832	660,063	1,084,895
Special assessments	82,553	392,808	475,361
Due from other funds	34,492	167,947	202,439
Inventory	11,877	-	11,877
Restricted assets - cash and investments	60,070	-	60,070
Total current assets	851,324	13,867,988	14,719,312
Noncurrent Assets			
Capital assets:			
Land	530,387	-	530,387
Construction in progress	327,950	1,242,424	1,570,374
Capital assets, net of accumulated depreciation	36,931,297	36,258,108	73,189,405
Restricted asset - net pension asset	62,906	34,195	97,101
Advance to water	-	7,404,609	7,404,609
Total noncurrent assets	37,852,540	44,939,336	82,791,876
Total assets	38,703,864	58,807,324	97,511,188
Deferred Outflows of Resources			
Pension related items	170,779	86,239	257,018
Liabilities			
Current liabilities:			
Accounts payable	231,217	1,604,133	1,835,350
Accrued liabilities	59,754	13,043	72,797
General obligation debt	467,225	95,194	562,419
Compensated absences	21,258	11,446	32,704
Total current liabilities	779,454	1,723,816	2,503,270
Noncurrent Liabilities:			
General obligation debt	6,335,390	1,152,418	7,487,808
Compensated absences	35,927	19,346	55,273
Advance from sewer	7,404,609	-	7,404,609
Deposits	26,177	-	26,177
Total noncurrent liabilities	13,802,103	1,171,764	14,973,867
Total liabilities	14,581,557	2,895,580	17,477,137
Deferred Inflows of Resources			
Pension related items	207,887	110,180	318,067
Net Position			
Net investment in capital assets	30,987,019	36,252,920	67,239,939
Restricted for radium capital projects	60,070	-	60,070
Restricted for pensions	62,906	34,195	97,101
Unrestricted (deficit)	(7,024,796)	19,600,688	12,575,892
Total net position	\$ 24,085,199	\$ 55,887,803	\$ 79,973,002

See notes to the financial statements

City of Pewaukee

Statement of Revenues, Expenses and Changes in Net Position - Proprietary Funds
Year Ended December 31, 2020

	Business-Type Activities - Enterprise Funds		
	Water	Sewer	Total
Operating Revenues	<u>\$ 2,271,457</u>	<u>\$ 3,453,260</u>	<u>\$ 5,724,717</u>
Operating Expenses			
Operation and maintenance	1,260,303	2,976,745	4,237,048
Depreciation	1,307,869	787,184	2,095,053
Taxes	27,908	-	27,908
	<u>2,596,080</u>	<u>3,763,929</u>	<u>6,360,009</u>
Total operating expenses			
	<u>2,596,080</u>	<u>3,763,929</u>	<u>6,360,009</u>
Operating income (loss)	<u>(324,623)</u>	<u>(310,669)</u>	<u>(635,292)</u>
Nonoperating Revenues (Expenses)			
Interest income	5,881	48,244	54,125
Interest and fiscal charges	(172,551)	(31,075)	(203,626)
Miscellaneous revenue	-	144	144
Proceeds on sale of capital assets	8,425	8,425	16,850
Amortization	11,649	2,514	14,163
	<u>(146,596)</u>	<u>28,252</u>	<u>(118,344)</u>
Total nonoperating income (expense)			
	<u>(146,596)</u>	<u>28,252</u>	<u>(118,344)</u>
Income (loss) before contributions and transfers	<u>(471,219)</u>	<u>(282,417)</u>	<u>(753,636)</u>
Contributions and Transfers			
Capital contributions	481,186	268,102	749,288
Transfers	(570,154)	-	(570,154)
	<u>(88,968)</u>	<u>268,102</u>	<u>179,134</u>
Total contributions and transfers			
	<u>(88,968)</u>	<u>268,102</u>	<u>179,134</u>
Change in net position	(560,187)	(14,315)	(574,502)
Net Position, Beginning (as restated)	<u>24,645,386</u>	<u>55,902,118</u>	<u>80,547,504</u>
Net Position, Ending	<u>\$ 24,085,199</u>	<u>\$ 55,887,803</u>	<u>\$ 79,973,002</u>

See notes to the financial statements

City of Pewaukee

Statement of Cash Flows - Proprietary Funds

Year Ended December 31, 2020

	Business-Type Activities - Enterprise Funds		
	Water	Sewer	Totals
Cash Flows From Operating Activities			
Receipts from customers	\$ 2,249,805	\$ 3,504,899	\$ 5,754,704
Paid to vendors for goods and services	(1,226,272)	(2,156,294)	(3,382,566)
Paid to employees for services	(95,559)	(141,768)	(237,327)
Net cash flows from operating activities	927,974	1,206,837	2,134,811
Cash Flows From Noncapital and Related Financing Activities			
Principal (paid)/collected on advances from/to other funds	636,332	(636,332)	-
Transfers to other funds	(570,154)	-	(570,154)
Net cash flows from noncapital and related financing activities	66,178	(636,332)	(570,154)
Cash Flows From Capital and Related Financing Activities			
Acquisition and construction of capital assets	(688,276)	(688,654)	(1,376,930)
Principal paid on long-term debt retirements	(460,960)	(89,663)	(550,623)
Proceeds from sale of capital assets	8,425	8,425	16,850
Collection of special assessments, net	13,097	141,722	154,819
Interest paid	(175,372)	(31,542)	(206,914)
Net cash used by capital and related financing activities	(1,303,086)	(659,712)	(1,962,798)
Cash Flows From Investing Activities			
Investment income	5,881	48,244	54,125
Net Change in Cash and Investments	(303,053)	(40,963)	(344,016)
Cash and Investments, Beginning (restated)	600,623	12,688,133	13,288,756
Cash and Investments, Ending	\$ 297,570	\$ 12,647,170	\$ 12,944,740

See notes to the financial statements

City of Pewaukee

Statement of Cash Flows - Proprietary Funds

Year Ended December 31, 2020

	Business-Type Activities - Enterprise Funds		
	Water	Sewer	Totals
Reconciliation of Operating Income (Loss) to Net Cash From Operating Activities			
Operating income (loss)	\$ (324,623)	\$ (310,669)	\$ (635,292)
Nonoperating income	-	144	144
Adjustments to reconcile operating income (loss) to net cash from operating activities:			
Depreciation expense	1,307,869	787,184	2,095,053
Changes in assets, deferred outflows/inflows of resources and liabilities:			
Accounts receivable	(27,144)	31,052	3,908
Due from other funds	6,623	20,443	27,066
Pension related deferrals and assets	3,524	(2,351)	1,173
Accounts payable	(23,862)	675,024	651,162
Prepays	207	-	207
Customer deposits	(1,131)	-	(1,131)
Inventory	(3,391)	-	(3,391)
Accrued liabilities	(10,098)	6,010	(4,088)
Net Cash Flows From Operating Activities	\$ 927,974	\$ 1,206,837	\$ 2,134,811
Reconciliation of Cash and Investments to the Statement of Net Position - Proprietary Funds			
Cash and investments - statement of net position	237,500	12,647,170	12,884,670
Restricted cash and investments - statement of net position	60,070	-	60,070
Cash and Cash Equivalents, Ending	\$ 297,570	\$ 12,647,170	\$ 12,944,740
Noncash Capital and Related Financing Activities			
Amortization on premiums	\$ 11,649	\$ 2,514	

See notes to the financial statements

City of Pewaukee

Statement of Fiduciary Net Position
December 31, 2020

	<u>Custodial Fund</u> <u>Tax Collection</u> <u>Fund</u>
Assets	
Cash and investments	\$ 24,829,749
Taxes receivable	<u>13,705,180</u>
Total assets	<u>38,534,929</u>
Liabilities	
Due to other taxing units	<u>38,534,929</u>
Net Position	
Total net position	<u><u>\$ -</u></u>

See notes to the financial statements

City of Pewaukee

Statement of Changes in Fiduciary Net Position Year Ended December 31, 2020

	<u>Custodial Fund</u> <u>Tax Collection</u> <u>Fund</u>
Additions	
Tax collections	<u>\$ 27,002,038</u>
Deductions	
Tax disbursements to other entities	<u>27,002,038</u>
Change in fiduciary net position	-
Net Position, Beginning	<u>-</u>
Net Position, Ending	<u><u>\$ -</u></u>

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1. Summary of Significant Accounting Policies

The accounting policies of the City of Pewaukee, Wisconsin, (the "City"), conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The accepted standard-setting body for establishing governmental accounting and financial reporting principles is the Governmental Accounting Standards Board (GASB).

Reporting Entity

This report includes all of the funds of the City. The reporting entity for the City consists of the primary government and its component units. Component units are legally separate organizations for which the primary government is financially accountable or other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading. The City has not identified any organizations that meet this criteria.

Government-Wide and Fund Financial Statements**Government-Wide Financial Statements**

The statement of net position and statement of activities display information about the reporting government as a whole. They include all funds of the reporting entity. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues and other nonexchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. The City does not allocate indirect expenses to functions in the statement of activities. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not included among program revenues are reported as general revenues. Internally dedicated resources are reported as general revenues rather than as program revenues.

Fund Financial Statements

Financial statements of the City are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts, which constitute its assets, deferred outflows of resources, liabilities, deferred inflows of resources, net position/fund balance, revenues and expenditures/expenses.

Funds are organized as major funds or nonmajor funds within the governmental and proprietary statements. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the City or meets the following criteria:

- a. Total assets/deferred outflows of resources, liabilities/deferred inflows of resources, revenues or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type, and
- b. The same element of the individual governmental or enterprise fund that met the 10 percent test is at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

- c. In addition, any other governmental or enterprise fund that the City believes is particularly important to financial statement users may be reported as a major fund.

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Governmental Funds

The City reports the following major governmental funds:

General Fund

General Fund accounts for the City's primary operating activities. It is used to account for and report all financial resources except those accounted for and reported in another fund.

Special Revenue Fund

Storm Water Management Special Revenue Fund is used to account for and report resources accumulated and payments made for storm water management projects.

Debt Service Fund

Debt Service Fund accounts for resources accumulated and payments made for principal and interest on long-term debt other than proprietary fund debt

Enterprise Funds

The City reports the following major enterprise funds:

Water Utility accounts for operations of the water system.

Sewer Utility accounts for operations of the sewer system.

The City reports the following nonmajor governmental funds:

Special Revenue Funds

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes (other than debt service or capital projects).

Impact Fee
Public Safety Grants

Tourism and Convention
Expendable Cemetery

Capital Projects Funds

Capital Projects Funds are used to account for and report financial resources that are restricted, committed or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Road Construction
Capital Equipment

Sports Complex
Bike Path

Permanent Fund

Permanent Fund are used to account for and report resources that are restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs, that is, for the benefit of the government or its citizenry.

Non-expendable Cemetery

In addition, the City reports the following fund types:

Custodial Fund

Custodial Fund are used to account for and report assets controlled by the City and the assets are for the benefit of individuals, private organizations and/or other governmental units.

Tax Collection Fund

Measurement Focus, Basis of Accounting and Financial Statement Presentation**Government-Wide Financial Statements**

The government-wide statement of net position and statement of activities are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Property taxes are recognized as revenues in the year for which they are levied. Taxes receivable for the following year are recorded as receivables and deferred inflows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider are met. Special assessments are recorded as revenue when earned. Unbilled receivables are recorded as revenues when services are provided.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the City's water and sewer and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on long-term debt, claims, judgments, compensated absences and pension expenditures, which are recorded as a fund liability when expected to be paid with expendable available financial resources.

Property taxes are recorded in the year levied as receivables and deferred inflows. They are recognized as revenues in the succeeding year when services financed by the levy are being provided.

Intergovernmental aids and grants are recognized as revenues in the period the City is entitled the resources and the amounts are available. Amounts owed to the City which are not available are recorded as receivables and unavailable revenues. Amounts received before eligibility requirements (excluding time requirements) are met are recorded as liabilities. Amounts received in advance of meeting time requirements are recorded as deferred inflows.

Special assessments are recorded as revenues when they become measurable and available as current assets. Annual installments due in future years are reflected as receivables and unavailable revenues. Delinquent special assessments being held by the City are reported as receivables and unavailable revenues. At December 31, 2020, there were \$421,564, \$3,552,933 and \$1,270,832 of unrecorded anticipated future assessments for City, Water and Sewer respectively, which are not recorded as receivables because collection is subject to certain events occurring in the future. No formal repayment schedule has been established.

Revenues susceptible to accrual include property taxes, miscellaneous taxes, public charges for services, special assessments and interest. Other general revenues such as fines and forfeitures, inspection fees, recreation fees and miscellaneous revenues are recognized when received in cash or when measurable and available under the criteria described above.

Proprietary and Fiduciary Funds

Proprietary and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as described previously in this note.

The proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the water and sewer funds are charges to customers for sales and services. Special assessments are recorded as receivables and contribution revenue when levied. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

All Financial Statements

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities and deferred inflows of resources and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity

Deposits and Investments

Investment of City funds is restricted by Wisconsin state statutes. Available investments are limited to:

- a. Time deposits in any credit union, bank, savings bank or trust company.
- b. Bonds or securities of any county, city, drainage district, technical college district, village, town or school district of the state. Also, bonds issued by a local exposition district, a local professional baseball park district, a local professional football stadium district, a local cultural arts district, the University of Wisconsin Hospitals and Clinics Authority or the Wisconsin Aerospace Authority.

- c. Bonds or securities issued or guaranteed by the federal government.
- d. The local government investment pool.
- e. Any security maturing in seven years or less and having the highest or second highest rating category of a nationally recognized rating agency.
- f. Securities of an open-end management investment company or investment trust, subject to various conditions and investment options.
- g. Repurchase agreements with public depositories, with certain conditions.

The City has adopted an investment policy. That policy follows the state statute for allowable investments.

Investments are stated at fair value, which is the amount at which an investment could be exchanged in a current transaction between willing parties. Fair values are based on methods and inputs as outlined in Note 4. No investments are reported at amortized cost. Adjustments necessary to record investments at fair value are recorded in the operating statement as increases or decreases in investment income. Investment income on commingled investments of municipal accounting funds is allocated based on average balances. The difference between the bank statement balance and carrying value is due to outstanding checks and/or deposits in transit.

The Wisconsin Local Government Investment Pool (LGIP) is part of the State Investment Fund (SIF) and is managed by the State of Wisconsin Investment Board. The SIF is not registered with the Securities and Exchange Commission, but operates under the statutory authority of Wisconsin Chapter 25. The SIF reports the fair value of its underlying assets annually. Participants in the LGIP have the right to withdraw their funds in total on one day's notice. At December 31, 2020, the fair value of the City's share of the LGIP's assets was substantially equal to the amount as reported in these statements.

See Note 4. for further information.

Receivables

Property taxes are levied in December on the assessed value as of the prior January 1. In addition to property taxes for the City, taxes are collected for and remitted to the state and county governments as well as the local school district and technical college district. Taxes for all state and local governmental units billed in the current year for the succeeding year are reflected as receivables and due to other taxing units on the accompanying statement of fiduciary net position.

Property tax calendar - 2020 tax roll:

Lien date and levy date	December 2020
Tax bills mailed	December 2020
Payment in full, or	January 31, 2021
First installment due	January 31, 2021
Second installment due	July 31, 2021
Personal property taxes in full	January 31, 2021
Tax sale - 2020 delinquent real estate taxes	October 2023

Accounts receivable have been shown net of an allowance for uncollectible accounts. Delinquent real estate taxes as of July 31 are paid in full by the County, which assumes the collection thereof. No provision for uncollectible accounts receivable has been made for the water and sewer utilities because they have the right by law to place substantially all delinquent bills on the tax roll and other delinquent bills are generally not significant.

During the course of operations, transactions occur between individual funds that may result in amounts owed between funds. Short-term interfund loans are reported as "due to and from other funds." Long-term interfund loans (noncurrent portion) are reported as "advances from and to other funds." Interfund receivables and payables between funds within governmental activities are eliminated in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the governmental-wide financial statements as internal balances.

Inventories and Prepaid Items

Governmental fund inventories, if material, are recorded at cost based on the FIFO method using the purchases method of accounting. Proprietary fund inventories are generally used for construction and/or for operation and maintenance work. They are not for resale. They are valued at cost based on weighted average and charged to construction and/or operation and maintenance expense when used.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

Restricted Assets

Mandatory segregations of assets are presented as restricted assets. Such segregations are required by bond agreements and other external parties. Current liabilities payable from these restricted assets are so classified. The excess of restricted assets over current liabilities payable from restricted assets will be used first for retirement of related long-term debt. The remainder, if generated from earnings, is shown as restricted net position.

Capital Assets**Government-Wide Statements**

Capital assets, which include property, plant and equipment, are reported in the government-wide financial statements. Capital assets are defined by the government as assets with an initial cost of more than \$5,000 for general capital assets and for infrastructure assets and an estimated useful life in excess of 1 year. All capital assets are valued at historical cost or estimated historical cost if actual amounts are unavailable. Donated capital assets are recorded at their estimated acquisition value at the date of donation.

Additions to and replacements of capital assets of business-type activities are recorded at original cost, which includes material, labor, overhead and an allowance for the cost of funds used during construction when significant. For tax-exempt debt, the amount of interest capitalized equals the interest expense incurred during construction netted against any interest revenue from temporary investment of borrowed fund proceeds. No interest was capitalized during the current year. The cost of renewals and betterments relating to retirement units is added to plant accounts. The cost of property replaced, retired or otherwise disposed of, is deducted from plant accounts and, generally, together with removal costs less salvage, is charged to accumulated depreciation.

Depreciation and amortization of all exhaustible capital assets is recorded as an allocated expense in the statement of activities, with accumulated depreciation and amortization reflected in the statement of net position. Depreciation and amortization is provided over the assets' estimated useful lives using the straight-line method. The range of estimated useful lives by type of asset is as follows:

Buildings and improvements	15-40	Years
Land improvements	10-40	Years
Equipment	2-20	Years
Water and sewer plant	4-100	Years
Infrastructure	20-60	Years
Intangibles	3-20	Years
Library	15-50	Years

Fund Financial Statements

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets used in proprietary fund operations are accounted for the same way as in the government-wide statements.

Deferred Outflows of Resources

A deferred outflow of resources represents a consumption of net position/fund balance that applies to a future period and will not be recognized as an outflow of resources (expense/expenditure) until that future time.

Compensated Absences

Compensated absences represent liabilities arising from the City's sick and vacation leave policies. The sick leave policy allows employees (excluding firefighters) to accrue sick leave at a rate of one day per month to a maximum of 130 days. Represented firefighters are allowed to accrue up to 135 hours per year to a maximum of 1,920 hours. the maximum accumulation for full-time employees hired after January 1, 2016 is 1,456 hours. is such days are not taken as paid time off during the course of employment, payment may be received upon termination at a rate of 50% of total accrued benefits. A liability is recorded only to the extent that it is estimated to result in termination payments.

The City's vacation leave policy allows employees hired before 2015 to accrue vacation benefits beginning in the year of hire. Vacation leave accrues to a maximum of five weeks based upon each employee's length of service. Vacation leave can only be accrued to a maximum of 150% of the earned benefit based upon the employee's seniority at any point during the year. Represented firefighters are not allowed to carryover any days to the next year. For employees hired after January 1, 2015 vacation leave can only be accrued to a maximum of 100% of the earned benefit based upon the employee;s seniority at any point during the year.

All vested vacation and sick leave pay is accrued when earned in the full-accrual government-wide and proprietary fund financial statements.

Long-Term Obligations

All long-term obligations to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements. The long-term obligations consist primarily of notes and bonds payable and accrued compensated absences.

Long-term obligations for governmental funds are not reported as liabilities in the fund financial statements. The face value of debts (plus any premiums) are reported as other financing sources and payments of principal and interest are reported as expenditures. The accounting in proprietary funds is the same as it is in the government-wide statements.

For the government-wide statements and proprietary fund statements, bond premiums and discounts are amortized over the life of the issue using the straight-line method. The balance at year end is shown as an increase or decrease in the liability section of the statement of net position.

Deferred Inflows of Resources

A deferred inflow of resources represents an acquisition of net position/fund balance that applies to a future period and therefore will not be recognized as an inflow of resources (revenue) until that future time.

Equity Classifications**Government-Wide Statements**

Equity is classified as net position and displayed in three components:

- a. *Net investment in capital assets* - Consists of capital assets including restricted capital assets, net of accumulated depreciation/amortization and reduced by the outstanding balances (excluding unspent debt proceeds) of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.
- b. *Restricted net position* - Consists of net position with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors or laws or regulations of other governments or, 2) law through constitutional provisions or enabling legislation.
- c. *Unrestricted net position* - All other net positions that do not meet the definitions of "restricted" or "net investment in capital assets."

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

Fund Statements

Governmental fund balances are displayed as follows:

- a. *Nonspendable* - Includes fund balance amounts that cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained intact.
- b. *Restricted* - Consists of fund balances with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors or laws or regulations of other governments or 2) law through constitutional provisions or enabling legislation.

- c. *Committed* - Includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority. Fund balance amounts are committed through a formal action (resolution) of the Common Council. This formal action must occur prior to the end of the reporting period, but the amount of the commitment, which will be subject to the constraints, may be determined in the subsequent period. Any changes to the constraints imposed require the same formal action of the Common Council that originally created the commitment.
- d. *Assigned* - Includes spendable fund balance amounts that are intended to be used for specific purposes that do not meet the criteria to be classified as restricted or committed. The Council may take official action to assign amounts. Assignments may take place after the end of the reporting period.
- e. *Unassigned* - Includes residual positive fund balance within the general fund which has not been classified within the other above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed or assigned for those purposes.

Proprietary fund equity is classified the same as in the government-wide statements.

The City considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents / contracts that prohibit doing this, such as in grant agreements requiring dollar for dollar spending. Additionally, the City would first use committed, then assigned and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

The City has a formal minimum fund balance policy. That policy is to maintain a working capital fund of 10% of subsequent years general fund budgeted expenditures. The balance at year end was \$1,700,294, and is included in unassigned general fund balance. Furthermore, the City's policy states that the unassigned fund balance shall be maintained as of December 31 of each year equal to a minimum of 20% of the ensuing year's budgeted general fund revenue. As of December 31, 2020, the City's unassigned fund balance was 33% of subsequent year's budgeted general fund revenue.

See Note 4. for further information.

Pension

For purposes of measuring the net pension asset (liability), deferred outflows of resources and deferred inflows of resources related to pensions and pension expense, information about the fiduciary net position of the Wisconsin Retirement System (WRS) and additions to/deductions from WRS' fiduciary net position have been determined on the same basis as they are reported by WRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Basis for Existing Rates

Water and Sewer Rates

Current water rates were approved by the Public Service Commission of Wisconsin and effective on September 21, 2020.

Current sewer rates were approved by the Common Council December 2012.

2. Reconciliation of Government-Wide and Fund Financial Statements

Explanation of Certain Differences Between the Governmental Fund Balance Sheet and the Statement of Net Position

Capital assets used in governmental funds are not financial resources and, therefore, are not reported in the funds.

Land	\$	3,723,769
Construction in progress		644,290
Buildings and improvements		14,705,483
Land improvements		4,737,894
Equipment		10,812,409
Infrastructure		55,699,229
Intangibles		82,492
Library		1,024,901
Less accumulated depreciation/amortization		<u>(38,340,193)</u>
Combined adjustment for capital assets	\$	<u>53,090,274</u>

Long-term liabilities applicable to the City's governmental activities are not due and payable in the current period, and accordingly, are not reported as fund liabilities. Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due. All liabilities-both current and long-term-are reported in the statement of net position.

Bonds and notes payable	\$	5,260,980
Compensated absences		762,984
Accrued interest		32,767
Unamortized debt premium		<u>130,065</u>
Combined adjustment for long-term liabilities	\$	<u>6,186,796</u>

3. Stewardship, Compliance and Accountability

Excess Expenditures and Other Financing Uses Over Appropriations

<u>Funds</u>	<u>Budgeted Expenditures</u>	<u>Actual Expenditures</u>	<u>Excess Expenditures Over Budget</u>
Special Revenue - Impact Fee Fund	\$ 50,512	\$ 140,700	\$ 90,188
Special Revenue - Public Safety Grant Fund	-	10,297	10,297

The City controls expenditures at the fund level. Some individual departments experienced expenditures which exceeded appropriations. The detail of those items can be found in the City's year-end budget to actual report.

Limitations on the City's Tax Levy

Wisconsin law limits the City's future tax levies. Generally the City is limited to its prior tax levy dollar amount, increased by the greater of the percentage change in the City's equalized value due to new construction or zero percent. Changes in debt service from one year to the next are generally exempt from this limit with certain exceptions. The City is required to reduce its allowable levy by the estimated amount of fee revenue it collects for certain services, if those services were funded in 2013 by the property tax levy. Levies can be increased above the allowable limits if the amount is approved by referendum.

4. Detailed Notes on All Funds**Deposits and Investments**

The City maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the statement of net position and balance sheet as cash and investments.

The City's deposits and investments at year end were comprised of the following:

	<u>Carrying Value</u>	<u>Statement Balances</u>	<u>Associated Risks</u>
Deposits	\$ 33,670,557	\$ 25,114,738	Custodial Credit
US Agencies	3,022,002	3,022,002	Credit, Custodial Credit, Interest, Concentration of Credit
Certificate of deposits - negotiable	6,482,224	6,482,224	Credit, Custodial Credit, Interest, Concentration of Credit
Municipal bonds	2,320,023	2,320,023	Credit, Custodial Credit, Interest, Concentration of Credit
LGIP	11,770,312	11,770,312	Credit
Petty cash	<u>351</u>	<u>-</u>	N/A
Total deposits and investments	<u>\$ 57,265,469</u>	<u>\$ 48,709,299</u>	
Reconciliation to financial statements			
Per statement of net position			
Unrestricted cash and investments	\$ 32,375,650		
Restricted cash and investments	60,070		
Per statement of fiduciary net position - custodial funds			
Tax Collection Fund	<u>24,829,749</u>		
Total deposits and investments	<u>\$ 57,265,469</u>		

Deposits in each local and area bank are insured by the FDIC in the amount of \$250,000 for time and savings accounts (including NOW accounts) and \$250,000 for demand deposit accounts (interest-bearing and noninterest-bearing). In addition, if deposits are held in an institution outside of the state in which the government is located, insured amounts are further limited to a total of \$250,000 for the combined amount of all deposit accounts.

Bank accounts are also insured by the State Deposit Guarantee Fund in the amount of \$400,000. However, due to the nature of this fund, recovery of material principal losses may not be significant to individual municipalities. This coverage has not been considered in computing custodial credit risk.

The City maintains collateral agreements with its banks. At December 31, 2020, the banks had pledged various government securities in the amount of \$27,378,036 to secure the City's deposits.

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

City of Pewaukee

Notes to Financial Statements
December 31, 2020

The valuation methods for recurring fair value measurements are as follows:

Investment Type	December 31, 2020			
	Level 1	Level 2	Level 3	Total
Certificate of deposit - negotiable	\$ -	\$ 6,482,224	\$ -	\$ 6,482,224
Municipal bonds	-	2,320,023	-	2,320,023
US Agencies	-	3,022,002	-	3,022,002
Total	<u>\$ -</u>	<u>\$ 11,824,249</u>	<u>\$ -</u>	<u>\$ 11,824,249</u>

Custodial Credit Risk

Deposits

Custodial credit risk is the risk that in the event of a financial institution failure, the City's deposits may not be returned to the City.

As of December 31, 2020, \$379,636 of the City's total bank balances was exposed to custodial credit risk as follows:

Uninsured and uncollateralized	\$ 379,436
Total	<u>\$ 379,436</u>

Investments

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

The City does not have any investments exposed to custodial credit risk.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations.

As of December 31, 2020, the City's investments were rated as follows:

Investment Type	Standard & Poors	Moody's Investors Services
US Agencies	AA+	Aaa
Municipal Bonds	AA to AA-	Aa3 to A1
Certificates of deposit - negotiable	A+ to A-	Aa3 to Aa1

The City also held investments in the following external pool which is not rated:

LGIP

Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer.

City of Pewaukee

Notes to Financial Statements
December 31, 2020

At December 31, 2020, the investment portfolio was concentrated as follows:

Issuer	Investment Type	Percentage of Portfolio
Federal Home Loan Mortgage Corp	US Agencies	11.80 %
Federal Farm Credit Banks Funding Corp	US Agencies	7.67

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the value of an investment.

As of December 31, 2020, the City's investments were as follows:

Investment Type	Fair Value	Maturity (In Years)	
		Less than 1	1-5
US Agencies	\$ 3,022,002	\$ 155,708	\$ 2,866,294
Certificate of deposits - negotiable	6,482,224	4,193,130	2,289,094
Municipal Bonds	<u>2,320,023</u>	<u>700,025</u>	<u>1,619,998</u>
Total	<u>\$ 11,824,249</u>	<u>\$ 5,048,863</u>	<u>\$ 6,775,386</u>

Investments Highly Sensitive to Interest Rate Changes

At December 31, 2020, the City held \$3,022,002, \$6,482,224, and \$2,320,023 in US agencies, certificates of deposit - negotiable, and municipal bonds, respectively. With all fixed income securities, as interest rates rise, the value will fall. The longer the time to maturity, the more sensitive the value will be to a change in interest rates. The longest time to maturity on any holding is 5 years maturing December 17, 2025. The market value of this investment at December 31, 2020, was \$558,054.

See Note 1 for further information on deposit and investment policies.

Receivables

All of the receivables on the balance sheet are expected to be collected within one year, except for delinquent personal property taxes.

Governmental funds report *unavailable* or *unearned revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Property taxes levied for the subsequent year are not earned and cannot be used to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned. At the end of the current fiscal year, the various components of *unavailable revenue* and *unearned revenue* reported in the governmental funds were as follows:

	Unearned	Unavailable
Property taxes receivable for subsequent year	\$ 12,746,842	\$ -
Special assessments not yet due	-	1,154,152
Ambulance revenue	<u>-</u>	<u>94,375</u>
Total unearned/unavailable revenue for governmental funds	<u>\$ 12,746,842</u>	<u>\$ 1,248,527</u>

City of Pewaukee

Notes to Financial Statements
December 31, 2020

Restricted Assets

The following represent the balances of the restricted assets:

Net Pension Asset

Restricted assets have been reported in connection with the net pension asset balance since this balance must be used to fund employee benefits.

Other Restricted Assets

The Water Utility has restricted assets of \$60,070 for radium removal.

Capital Assets

Capital asset activity for the year ended December 31, 2020, was as follows:

	Beginning Balance (Restated)	Additions	Deletions	Ending Balance
Governmental Activities				
Capital assets not being depreciated/amortized:				
Land	\$ 3,736,474	\$ -	\$ 12,705	\$ 3,723,769
Construction in progress	1,877,580	3,083,649	4,316,939	644,290
Total capital assets not being depreciated / amortized	5,614,054	3,083,649	4,329,644	4,368,059
Capital assets being depreciated/amortized:				
Buildings and improvements	13,881,653	832,141	8,311	14,705,483
Land improvements	4,718,316	20,173	595	4,737,894
Equipment	10,591,607	703,435	482,633	10,812,409
Infrastructure	52,253,864	3,445,365	-	55,699,229
Intangibles	54,432	28,060	-	82,492
Library	1,024,901	-	-	1,024,901
Total capital assets being depreciated/amortized	82,524,773	5,029,174	491,539	87,062,408
Total capital assets	88,138,827	8,112,823	4,821,183	91,430,467
Less accumulated depreciation/amortization for:				
Buildings and improvements	(5,377,954)	(402,086)	8,311	(5,771,729)
Land improvements	(1,470,644)	(222,545)	595	(1,692,594)
Equipment	(5,074,080)	(809,613)	431,903	(5,451,790)
Infrastructure	(23,479,155)	(1,603,720)	-	(25,082,875)
Intangibles	(53,318)	(3,119)	-	(56,437)
Library	(212,927)	(71,841)	-	(284,768)
Total accumulated depreciation/amortization	(35,668,078)	(3,112,924)	440,809	(38,340,193)
Net capital assets being depreciated/amortized	46,856,695	1,916,250	50,730	48,722,215
Total governmental activities capital assets, net of accumulated depreciation/amortization	\$ 52,470,749	\$ 4,999,899	\$ 4,380,374	\$ 53,090,274

City of Pewaukee

Notes to Financial Statements
December 31, 2020

Depreciation/amortization expense was charged to functions as follows:

Governmental Activities

General government	\$ 296,409
Public safety	443,854
Public works	1,987,740
Culture and recreation	<u>384,921</u>

Total governmental activities depreciation/amortization expense	<u><u>\$ 3,112,924</u></u>
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	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Business-Type Activities				
Capital assets not being depreciated/amortized:				
Land	\$ 530,387	\$ -	\$ -	\$ 530,387
Construction in progress	<u>208,084</u>	<u>1,658,614</u>	<u>296,324</u>	<u>1,570,374</u>
Total capital assets not being depreciated/amortized	<u>738,471</u>	<u>1,658,614</u>	<u>296,324</u>	<u>2,100,761</u>
Capital assets being depreciated/amortized:				
Buildings	10,704,467	15,400	-	10,719,867
Improvements other than buildings	90,548,093	1,163,348	258,182	91,453,259
Furniture and equipment	1,379,028	120,164	26,926	1,472,266
Intangibles	<u>10,772,106</u>	<u>-</u>	<u>-</u>	<u>10,772,106</u>
Total capital assets being depreciated/amortized	<u>113,403,694</u>	<u>1,298,912</u>	<u>285,108</u>	<u>114,417,498</u>
Total capital assets	<u>114,142,165</u>	<u>2,957,526</u>	<u>581,432</u>	<u>116,518,259</u>
Less accumulated depreciation/amortization for:				
Buildings	(4,078,056)	(297,092)	-	(4,375,148)
Improvements other than buildings	(23,330,761)	(1,679,358)	258,182	(24,751,937)
Furniture and equipment	(1,237,226)	(118,603)	26,926	(1,328,903)
Intangibles	<u>(10,772,105)</u>	<u>-</u>	<u>-</u>	<u>(10,772,105)</u>
Total accumulated depreciation/amortization	<u>(39,418,148)</u>	<u>(2,095,053)</u>	<u>285,108</u>	<u>(41,228,093)</u>
Net capital assets being depreciated/amortized	<u>73,985,546</u>	<u>(796,141)</u>	<u>-</u>	<u>73,189,405</u>
Business-type capital assets, net of accumulated depreciation/amortization	<u><u>\$ 74,724,017</u></u>	<u><u>\$ 862,473</u></u>	<u><u>\$ 296,324</u></u>	<u><u>\$ 75,290,166</u></u>

Depreciation/amortization expense was charged to functions as follows:

Business-Type Activities

Sewer	\$ 787,184
Water	<u>1,307,869</u>

Total business-type activities depreciation / amortization expense	<u><u>\$ 2,095,053</u></u>
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Interfund Receivables/Payables, Advances and Transfers

Interfund Receivables/Payables

The following is a schedule of interfund receivables and payables including any overdrafts on pooled cash and investment accounts:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
Water Utility	General Fund	\$ 34,492
Sewer Utility	General Fund	<u>167,947</u>
Total internal balances, government-wide statement of net position		<u><u>\$ 202,439</u></u>

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
Governmental activities	Business-type activities	\$ -
Business-type activities	Governmental activities	<u>202,439</u>
Total government-wide financial statements		<u><u>\$ 202,439</u></u>

All amounts are due within one year.

The principal purpose of these interfunds is to fund timing differences and fund temporary cash deficits. All remaining balances resulted from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

Advances

The sewer utility is advancing funds to the water utility. The amount advanced is determined by the amount the water utility assets as of May 31, 2016 were when the water and sewer divisions were split along with the debt payments from 2016-2020 for the water utility that were funded by the sewer utility. A repayment schedule has not been established.

The following is a schedule of interfund advances:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>	<u>Amount Not Due Within One Year</u>
Sewer Utility	Water Utility	<u>\$ 7,404,609</u>	\$ 7,404,609
Less fund eliminations		<u>(7,404,609)</u>	
Total, interfund advances, government-wide statement of net position		<u><u>\$ -</u></u>	

City of Pewaukee

Notes to Financial Statements
December 31, 2020

Transfers

The following is a schedule of interfund transfers:

<u>Fund Transferred To</u>	<u>Fund Transferred From</u>	<u>Amount</u>	<u>Principal Purpose</u>
General Fund	Water Utility	\$ 570,154	Tax equivalent
	Storm Water Management		
Debt Service Fund	Fund	257,577	Debt service
Sports Complex Fund	Impact Fee Fund	32,700	Sports complex development
Capital Equipment Fund	General Fund	800,000	Capital equipment
Capital Equipment Fund	Impact Fee Fund	108,000	Fire department garage
Bike Path Fund	General Fund	9,340	Bike path study
Storm Water Management			Council approved
Fund	General Fund	17,520	contribution
General Fund	Tourism and Convention	20,000	Operating subsidy
Sports Complex Fund	General Fund	165,950	Fund deficit
Total - Fund Financial Statements		1,981,241	
Less fund eliminations		<u>(1,411,087)</u>	
Total transfers, government-wide statement of activities		<u>\$ 570,154</u>	
<u>Fund Transferred To</u>	<u>Fund Transferred From</u>	<u>Amount</u>	
Governmental activities	Business-type activities	\$ 570,154	
Business-type activities	Governmental activities	<u>-</u>	
Total government-wide financial statements		<u>\$ 570,154</u>	

Generally, transfers are used to (1) move revenues from the fund that collects them to the fund that the budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the debt service fund and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

City of Pewaukee

Notes to Financial Statements
December 31, 2020

Long-Term Obligations

Long-term obligations activity for the year ended December 31, 2020, was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Amounts Due Within One Year</u>
Governmental Activities					
Bonds and notes payable:					
General obligation debt	\$ 6,505,020	\$ -	\$ 1,244,040	\$ 5,260,980	\$ 727,775
(Discounts)/Premiums:	<u>139,678</u>	<u>-</u>	<u>9,613</u>	<u>130,065</u>	<u>-</u>
Subtotal	<u>6,644,698</u>	<u>-</u>	<u>1,253,653</u>	<u>5,391,045</u>	<u>727,775</u>
Other liabilities:					
Vested compensated absences	660,636	285,413	183,065	762,984	270,586
Net pension liability	<u>1,369,558</u>	<u>-</u>	<u>1,369,558</u>	<u>-</u>	<u>-</u>
Total other liabilities	<u>2,030,194</u>	<u>285,413</u>	<u>1,552,623</u>	<u>762,984</u>	<u>270,586</u>
Total governmental activities long-term liabilities	<u>\$ 8,674,892</u>	<u>\$ 285,413</u>	<u>\$ 2,806,276</u>	<u>\$ 6,154,029</u>	<u>\$ 998,361</u>
Business-Type Activities					
Bonds and notes payable:					
General obligation debt	\$ 8,174,980	\$ -	\$ 530,960	\$ 7,644,020	\$ 542,225
Intergovernmental agreements from direct borrowings and direct placements	242,950	-	19,662	223,288	20,194
(Discounts)/Premiums:	<u>197,082</u>	<u>-</u>	<u>14,163</u>	<u>182,919</u>	<u>-</u>
Subtotal	<u>8,615,012</u>	<u>-</u>	<u>564,785</u>	<u>8,050,227</u>	<u>562,419</u>
Other liabilities:					
Vested compensated absences	76,681	33,543	22,247	87,977	32,704
Net pension liability	<u>102,940</u>	<u>-</u>	<u>102,940</u>	<u>-</u>	<u>-</u>
Total other liabilities	<u>179,621</u>	<u>33,543</u>	<u>125,187</u>	<u>87,977</u>	<u>32,704</u>
Total business-type activities long-term liabilities	<u>\$ 8,794,633</u>	<u>\$ 33,543</u>	<u>\$ 689,972</u>	<u>\$ 8,138,204</u>	<u>\$ 595,123</u>

In accordance with Wisconsin Statutes, total general obligation indebtedness of the City may not exceed 5 percent of the equalized value of taxable property within the City's jurisdiction. The debt limit as of December 31, 2020, was \$176,307,400. Total general obligation debt outstanding at year end was \$12,905,000.

General Obligation Debt

All general obligation notes and bonds payable are backed by the full faith and credit of the City. Notes and bonds in the governmental funds will be retired by future property tax levies or tax increments accumulated by the debt service fund. Business-type activities debt is payable by revenues from user fees of those funds or, if the revenues are not sufficient, by future tax levies.

<u>Governmental Activities</u>	<u>Date of Issue</u>	<u>Final Maturity</u>	<u>Interest Rates</u>	<u>Original Indebtedness</u>	<u>Balance December 31, 2020</u>
General Obligation Debt					
2012 G.O. Debt	6/12/12	12/1/24	1.05 - 2.15%	\$ 3,040,788	\$ 1,000,980
2013 G.O. Debt	5/30/13	9/1/32	2.0 - 3.0%	3,060,000	2,025,000
2016 G.O. Debt	10/12/16	9/1/27	2.0 - 2.25%	2,995,000	<u>2,235,000</u>
Total governmental activities, general obligation debt					<u>\$ 5,260,980</u>

City of Pewaukee

Notes to Financial Statements
December 31, 2020

<u>Business-Type Activities</u>					
<u>General Obligation Debt</u>	<u>Date of Issue</u>	<u>Final Maturity</u>	<u>Interest Rates</u>	<u>Original Indebtedness</u>	<u>Balance December 31, 2020</u>
2010 G.O. Note - direct	5/1/10	5/1/29	2.91%	\$ 222,618	\$ 121,199
2011 G.O. Note - direct	7/13/11	5/1/31	2.40%	174,403	102,089
2012 G.O. Debt	6/12/12	12/1/24	1.05 - 2.15%	834,212	339,020
2013 G.O. Debt	5/30/13	9/1/32	2.0 - 3.0%	5,915,000	3,925,000
2016 G.O. Debt	10/12/16	9/1/36	2.0 - 2.25%	2,550,000	2,075,000
2018 G.O. Debt	11/1/18	9/1/38	3.0 - 4.0%	1,425,000	1,305,000

Total business-type activities, general obligation debt \$ 7,867,308

Debt service requirements to maturity are as follows:

<u>Years</u>	<u>Governmental Activities General Obligation Debt</u>		<u>Business-Type Activities General Obligation Debt</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2021	\$ 727,775	\$ 113,147	\$ 542,225	\$ 189,867
2022	715,245	99,196	554,755	178,627
2023	708,980	84,893	561,020	166,333
2024	723,980	70,712	571,020	153,913
2025	485,000	55,852	500,000	141,763
2026-2030	1,520,000	145,766	2,670,000	534,519
2031-2035	380,000	17,250	1,840,000	195,451
2036-2038	-	-	405,000	23,175
Total	<u>\$ 5,260,980</u>	<u>\$ 586,816</u>	<u>\$ 7,644,020</u>	<u>\$ 1,583,648</u>

<u>Years</u>	<u>Business-Type Activities Intergovernmental Agreements From Direct Borrowings And Direct Placements</u>	
	<u>Principal</u>	<u>Interest</u>
2021	\$ 20,194	\$ 5,704
2022	20,739	5,150
2023	21,300	4,583
2024	21,876	3,999
2025	22,468	3,400
2026-2030	106,291	7,639
2031	10,420	125
Total	<u>\$ 223,288</u>	<u>\$ 30,600</u>

Other Debt Information

Estimated payments of compensated absences are not included in the debt service requirement schedules. The compensated absences liability attributable to governmental activities will be liquidated primarily by the General fund.

City of Pewaukee

Notes to Financial Statements
December 31, 2020

Net Position/Fund Balances

Net position reported on the government-wide statement of net position at December 31, 2020, includes the following:

Governmental Activities

Net investment in capital assets:

Land	\$ 3,723,769
Construction in progress	644,290
Other capital assets, net of accumulated depreciation/amortization	48,722,215
Less long-term debt outstanding	(5,260,980)
Less unamortized debt premium	<u>(130,065)</u>
Total net investment in capital assets	<u>47,699,229</u>

Restricted:

Debt service	1,803,995
Cemetery	106,333
Tourism	229,440
Public safety grants	16,763
Impact fees	199,097
Cemetery perpetual care	81,244
Pensions	<u>1,300,549</u>

Total restricted	<u>3,737,421</u>
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Unrestricted	<u>14,141,341</u>
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Total governmental activities net position	<u><u>\$ 65,577,991</u></u>
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City of Pewaukee

Notes to Financial Statements
December 31, 2020

Governmental Funds

Governmental fund balances reported on the fund financial statements at December 31, 2020, include the following:

	<u>General Fund</u>	<u>Storm Water Management</u>	<u>Debt Service</u>	<u>Nonmajor Funds</u>	<u>Total</u>
Fund Balances					
Nonspendable:					
Prepaid items	\$ 56,051	\$ 3,610	\$ -	\$ -	\$ 59,661
Inventories	190,134	-	-	-	190,134
Noncurrent receivables	<u>1,090</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,090</u>
Subtotal	<u>247,275</u>	<u>3,610</u>	<u>-</u>	<u>-</u>	<u>250,885</u>
Restricted for:					
Debt service	-	-	1,836,762	-	1,836,762
Impact fees	-	-	-	199,097	199,097
Tourism	-	-	-	229,440	229,440
Grants	-	-	-	16,763	16,763
Cemetery	<u>-</u>	<u>-</u>	<u>-</u>	<u>187,577</u>	<u>187,577</u>
Subtotal	<u>-</u>	<u>-</u>	<u>1,836,762</u>	<u>632,877</u>	<u>2,469,639</u>
Committed to:					
Capital projects	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,465,511</u>	<u>5,465,511</u>
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,465,511</u>	<u>5,465,511</u>
Assigned to:					
Storm water	<u>-</u>	<u>2,721,679</u>	<u>-</u>	<u>-</u>	<u>2,721,679</u>
Subtotal	<u>-</u>	<u>2,721,679</u>	<u>-</u>	<u>-</u>	<u>2,721,679</u>
Unassigned:	<u>5,662,900</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,662,900</u>
Total fund balances	<u>\$ 5,910,175</u>	<u>\$ 2,725,289</u>	<u>\$ 1,836,762</u>	<u>\$ 6,098,388</u>	<u>\$ 16,570,614</u>

Business-Type Activities

Net investment in capital assets:

Land	\$ 530,387
Construction in progress	1,570,374
Other capital assets, net of accumulated depreciation	73,189,405
Less Long-term debt outstanding	(7,867,308)
Less unamortized debt premium	<u>(182,919)</u>

Total net investment in capital assets \$ 67,239,939

City of Pewaukee

Notes to Financial Statements
December 31, 2020

Restatement of Fund Balances/Net Position

Beginning fund balance and net position were restated to correct errors in the original recording of project expenditures/expenses between governmental and proprietary funds based on each fund's responsibility and planned use of related capital assets. The change in net income (loss) of the prior year in the listed restatements below was not determinable.

	Nonmajor Governmental Funds	Road Construction Fund	Storm Water Management Fund	
Fund balance - December 31, 2019 (as reported)	\$ 5,823,849	\$ 352,657	\$ 3,886,843	
Add/(Less): Reallocation of project costs	<u>656,498</u>	<u>656,498</u>	<u>(270,740)</u>	
Fund Balance - December 31, 2019 (as restated)	<u>\$ 6,480,347</u>	<u>\$ 1,009,155</u>	<u>\$ 3,616,103</u>	

	Governmental Activities	Business-type Activities	Water Utility	Sewer Utility
Net position - December 31, 2019 (as reported)	\$ 63,030,053	\$ 80,933,262	\$ 24,701,130	\$ 56,232,132
Add/(Less): Reallocation of project costs	<u>441,744</u>	<u>(385,758)</u>	<u>(55,744)</u>	<u>(330,014)</u>
Net position - December 31, 2019 (as restated)	<u>\$ 63,471,797</u>	<u>\$ 80,547,504</u>	<u>\$ 24,645,386</u>	<u>\$ 55,902,118</u>

5. Other Information**Employees' Retirement System****Plan Description**

The WRS is a cost-sharing multiple-employer defined benefit pension plan. WRS benefits and other plan provisions are established by Chapter 40 of the Wisconsin Statutes. Benefit terms may only be modified by the legislature. The retirement system is administered by the Wisconsin Department of Employee Trust Funds (ETF). The system provides coverage to all eligible State of Wisconsin, local government and other public employees. All employees, initially employed by a participating WRS employer on or after July 1, 2011, and expected to work at least 1,200 hours a year (880 hours teachers and school district educational support employees) and expected to be employed for at least one year from employee's date of hire are eligible to participate in the WRS.

ETF issues a standalone Comprehensive Annual Financial Report, which can be found at <http://etf.wi.gov/about-etf/reports-and-studies/financial-reports-and-statements>.

Vesting

For employees beginning participation on or after January 1, 1990, and no longer actively employed on or after April 24, 1998, creditable service in each of five years is required for eligibility for a retirement annuity. Participants employed prior to 1990 and on or after April 24, 1998, and prior to July 1, 2011, are immediately vested. Participants who initially became WRS eligible on or after July 1, 2011, must have five years of creditable service to be vested.

Benefits Provided

Employees who retire at or after age 65 (54 for protective occupation employees, 62 for elected officials and executive service retirement participants, if hired on or before 12/31/2016) are entitled to retirement benefit based on a formula factor, their average earnings and creditable service.

Final average earnings is the average of the participant's three highest annual earnings period. Creditable service includes current service and prior service for which a participant received earnings and made contributions as required. Creditable service also includes creditable military service. The retirement benefit will be calculated as a money purchase benefit based on the employee's contributions plus matching employer's contributions, with interest, if that benefit is higher than the formula benefit.

Vested participants may retire at age 55 (50 for protective occupations) and receive an actuarially reduced benefit. Participants terminating covered employment prior to eligibility for an annuity may either receive employee-required contributions plus interest as a separation benefit or leave contributions on deposit and defer application until eligible to receive a retirement benefit.

The WRS also provides death and disability benefits for employees.

Post-Retirement Adjustments

The Employee Trust Funds Board may periodically adjust annuity payments from the retirement system based on annual investment performance in accordance with s. 40.27, Wis. Stat. An increase (or decrease) in annuity payments may result when investment gains (losses), together with other actuarial experience factors, create a surplus (shortfall) in the reserves, as determined by the system's consulting actuary. Annuity increases are not based on cost of living or other similar factors. For Core annuities, decreases may be applied only to previously granted increases. By law, Core annuities cannot be reduced to an amount below the original, guaranteed amount (the "floor") set at retirement. The Core and Variable annuity adjustments granted during recent years are as follows:

Year	Core Fund Adjustment	Variable Fund Adjustment
2010	(1.3)%	22.0%
2011	(1.2)	11.0
2012	(7.0)	(7.0)
2013	(9.6)	9.0
2014	4.7	25.0
2015	2.9	2.0
2016	0.5	(5.0)
2017	2.0	4.0
2018	2.4	17.0
2019	0.0	(10.0)

Contributions

Required contributions are determined by an annual actuarial valuation in accordance with Chapter 40 of the Wisconsin Statutes. The employee required contribution is one-half of the actuarially determined contribution rate for General category employees, including Teachers, Executives and Elected Officials. Starting on January 1, 2016, the Executives and Elected Officials category merged into the General Employee category. Required contributions for protective employees are the same rate as general employees. Employers are required to contribute the remainder of the actuarially determined contribution rate. The employer may not pay the employee required contribution unless provided for by an existing collective bargaining agreement.

During the reporting period, the WRS recognized \$467,389 in contributions from the City.

Contribution rates for the plan year reported as of December 31, 2020 are:

Employee Category	Employee	Employer
General (Executives & Elected Officials)	6.55 %	6.55 %
Protective with Social Security	6.55 %	10.55 %
Protective without Social Security	6.55 %	14.95 %

Pension Asset, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At December 31, 2020, the City reported an asset of \$1,397,650 for its proportionate share of the net pension asset. The net pension asset was measured as of December 31, 2019, and the total pension liability used to calculate the net pension asset was determined by an actuarial valuation as of December 31, 2018 rolled forward to December 31, 2019. No material changes in assumptions or benefit terms occurred between the actuarial valuation date and the measurement date. The City's proportion of the net pension asset was based on the City's share of contributions to the pension plan relative to the contributions of all participating employers. At December 31, 2019, the City's proportion was 0.04334531 percent, which was an increase of 0.00195609 percent from its proportion measured as of December 31, 2018.

For the year ended December 31, 2020, the City recognized pension expense of \$453,474.

At December 31, 2020, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 2,653,060	\$ 1,327,679
Changes in assumptions	108,914	-
Net differences between projected and actual earnings on pension plan investments	-	2,857,295
Changes in proportion and differences between employer contributions and proportionate share of contributions	9,665	11,171
Employer contributions subsequent to the measurement date	<u>535,948</u>	<u>-</u>
Total	<u>\$ 3,307,587</u>	<u>\$ 4,196,145</u>

\$535,948 reported as deferred outflows related to pension resulting from the WRS Employer's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability (asset) in the year ended December 31, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

Year Ended December 31:	Deferred Outflows of Resources and Deferred Inflows of Resources (net)
2021	\$ (426,264)
2022	(315,402)
2023	50,354
2024	(733,194)

Actuarial Assumptions

The total pension liability in the December 31, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Actuarial Valuation Date:	December 31, 2018
Measurement Date of Net Pension Liability (Asset):	December 31, 2019
Actuarial Cost Method:	Entry Age Normal
Asset Valuation Method:	Fair Value
Long-Term Expected Rate of Return:	7.0%
Discount Rate:	7.0%
Salary Increases:	
Inflation	3.0%
Seniority/Merit	0.1% - 5.6%
Mortality:	Wisconsin 2018 Mortality Table
Post-Retirement Adjustments*:	1.9%

** No post-retirement adjustment is guaranteed. Actual adjustments are based on recognized investment return, actuarial experience and other factors. 1.9 percent is the assumed annual adjustment based on the investment return assumption and the post-retirement discount rate.*

Actuarial assumptions are based upon an experience study conducted in 2018 that covered a three-year period from January 1, 2015 to December 31, 2017. The Total Pension Liability for December 31, 2019 is based upon a roll-forward of the liability calculated from the December 31, 2018 actuarial valuation.

Long-Term Expected Return on Plan Assets

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Core Fund Asset Class	Current Asset Allocation %	Long-Term Expected Nominal Rate of Return %	Long-Term Expected Real Rate of Return %
Global Equities	49 %	8.0 %	5.1 %
Fixed Income	24.5	4.9	2.1
Inflation Sensitive Assets	15.5	4.0	1.2
Real Estate	9	6.3	3.5
Private Equity/Debt	8	10.6	7.6
Multi-Asset	4	6.9	4.0
Total Core Fund	110	7.5	4.6
Variable Fund Asset Class			
U.S Equities	70	7.5	4.6
International Equities	30	8.2	5.3
Total Variable Fund	100	7.8	4.9

New England Pension Consultants Long Term US CPI (Inflation) Forecast: 2.75 percent

Asset Allocations are managed within established ranges, target percentages may differ from actual monthly allocations

Single Discount Rate

A single discount rate of 7.00 percent was used to measure the total pension liability for the current and prior year. This single discount rate was based on the expected rate of return on pension plan investments of 7.00 percent and a long term bond rate of 2.75 percent. (Source: Fixed-income municipal bonds with 20 years to maturity that include only federally tax-exempt municipal bonds as reported in Fidelity Index's "20-year Municipal GO AA Index" as of December 31, 2019. In describing this index, Fidelity notes that the Municipal Curves are constructed using option-adjusted analytics of a diverse population of over 10,000 tax-exempt securities.) Because of the unique structure of WRS, the 7.00 percent expected rate of return implies that a dividend of approximately 1.9 percent will always be paid. For purposes of the single discount rate, it was assumed that the dividend would always be paid. The projection of cash flows used to determine this single discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments (including expected dividends) of current plan members. Therefore, the long term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the City's Proportionate Share of the Net Pension Liability (Asset) to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liability (asset) calculated using the discount rate of 7.00 percent, as well as what the City's proportionate share of the net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (6.00 percent) or 1-percentage-point higher (8.00 percent) than the current rate:

	1% Decrease to Discount Rate (6.00%)	Current Discount Rate (7.00%)	1% Increase to Discount Rate (8.00%)
City's proportionate share of the net pension liability (asset)	<u>\$ 3,599,200</u>	<u>\$ (1,397,650)</u>	<u>\$ (5,133,371)</u>

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in separately issued financial statements available at <https://etf.wi.gov/about-etf/reports-and-studies/financial-reports-and-statements>.

Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to or destruction of assets; errors and omissions; workers compensation; and health care of its employees. All of these risks are covered through the purchase of commercial insurance, with minimal deductibles. Settled claims have not exceeded the commercial coverage in any of the past three years. There were no significant reductions in coverage compared to the prior year.

Commitments and Contingencies

Claims and judgments are recorded as liabilities if all the conditions of Governmental Accounting Standards Board pronouncements are met. The liability bond expenditure for claims and judgments are only reported in governmental funds if it has matured. Claims and judgments are recorded in the government-wide statements and proprietary funds as expenses when the related liabilities are incurred.

From time to time, the City is party to various pending claims and legal proceedings. Although the outcome of such matters cannot be forecasted with certainty, it is the opinion of management and the City attorney that the likelihood is remote that any such claims or proceedings will have a material adverse effect on the City's financial position or results of operations.

The City has active construction projects as of December 31, 2020. Work that has been completed on these projects but not yet paid for (including contract retainages) is reflected as accounts payable and expenditures.

Joint Ventures**Pewaukee Public Library**

The City of Pewaukee and the Village of Pewaukee jointly operate the library, which is called the Pewaukee Public Library (library) and provides library services to both communities.

The governing body is made up of citizens from each community. Local representatives are appointed by the mayor. The governing body has authority to adopt its own budget and control the financial affairs of the library. The City is obligated by the joint venture agreement to remit an amount annually to the library. The City made a payment to the library of \$834,012 in 2020.

Financial information of the library as of December 31, 2020 is available directly from the library's office.

The equity interest (50% interest for the City) is reported in the governmental activities column of the government-wide statement of net position. Changes in the equity interest are reported on the statement of activities.

Subsequent Events**Relief through the American Rescue Plan Act**

The federal government passed the American Rescue Plan Act on March 11, 2021 to respond to the COVID-19 public health emergency and its negative economic impacts. Amounts were appropriated for fiscal year 2021 to units of local government to mitigate the fiscal effects stemming from the public health emergency. The City's estimated award is \$1,500,000, which will be used to combat the negative effects of the public health emergency in the local economy. The City will receive 50% of the funds in 2021, with the remaining expected a year later. The funds are to cover costs incurred by December 31, 2024.

Effect of New Accounting Standards on Current-Period Financial Statements

The Governmental Accounting Standards Board (GASB) has approved the following:

Statement No. 87, *Leases*

Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*

Statement No. 91, *Conduit Debt Obligations*

Statement No. 92, *Omnibus 2020*

Statement No. 93, *Replacement of Interbank Offered Rates*

Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*

Statement No. 96, *Subscription-Based Information Technology Arrangements*

Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans - an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32*

When they become effective, application of these standards may restate portions of these financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

City of PewaukeeSchedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General Fund
Year Ended December 31, 2020

	Original and Final Budget	Actual	Variance With Final Budget
Revenues			
Taxes	\$ 8,843,795	\$ 8,109,284	\$ (734,511)
Intergovernmental	1,598,766	1,783,343	184,577
Regulation and compliance	1,534,412	1,165,194	(369,218)
Charges for services	2,785,980	3,795,475	1,009,495
Interest	317,813	229,421	(88,392)
Miscellaneous	128,272	98,671	(29,601)
Total revenues	15,209,038	15,181,388	(27,650)
Expenditures			
Current:			
General government	2,497,816	2,176,094	321,722
Public safety	8,254,150	8,128,524	125,626
Public works	2,966,836	2,789,776	177,060
Culture and recreation	2,242,740	2,053,148	189,592
Total expenditures	15,961,542	15,147,542	814,000
Excess (deficiency) of revenues over expenditures	(752,504)	33,846	786,350
Other Financing Sources (Uses)			
Proceeds from sale of capital assets	50,000	91,000	41,000
Transfers in	600,000	590,154	(9,846)
Transfers out	(197,384)	(992,810)	(795,426)
Total other financing sources (uses)	452,616	(311,656)	(764,272)
Net change in fund balance	<u>\$ (299,888)</u>	<u>(277,810)</u>	<u>\$ 22,078</u>
Fund Balance, Beginning		<u>6,187,985</u>	
Fund Balance, Ending		<u>\$ 5,910,175</u>	

See notes to required supplementary information

City of Pewaukee

Schedule of Revenues, Expenditures and Changes in Fund Balance -
Budget and Actual - Storm Water Management Fund
Year Ended December 31, 2020

	Original and Final Budget	Actual	Variance With Final Budget
Revenues			
Intergovernmental charges for services	\$ 20,000	\$ 39,684	\$ 19,684
Licenses and permits	-	300	300
Public charges for services	1,585,000	1,601,865	16,865
Investment income	-	33,371	33,371
Miscellaneous revenues	51,400	87,278	35,878
Total revenues	1,656,400	1,762,498	106,098
Expenditures			
Current:			
Public works	723,405	703,369	20,036
Capital outlay	5,717,181	1,710,106	4,007,075
Total expenditures	6,440,586	2,413,475	4,027,111
Excess (deficiency) of revenues over expenditures	(4,784,186)	(650,977)	4,133,209
Other Financing Sources (Uses)			
Proceeds of debt issued	1,300,000	-	(1,300,000)
Transfers in	17,916	17,940	24
Transfers out	(257,377)	(257,577)	(200)
Total other financing sources (uses)	1,060,539	(239,637)	(1,299,976)
Net change in fund balance	<u>\$ (3,723,647)</u>	(890,614)	<u>\$ 2,833,233</u>
Fund Balance, Beginning (as restated)		<u>3,616,103</u>	
Fund Balance, Ending		<u>\$ 2,725,489</u>	

See notes to required supplementary information

City of Pewaukee

Schedule of Proportionate Share of the Net Pension Liability/(Asset) - Wisconsin Retirement System
Year Ended December 31, 2020

WRS Fiscal Year Ending	Proportion of the Net Pension Liability (Asset)	Proportionate Share of the Net Pension Liability (Asset)	Covered Payroll	Proportionate Share of the Net Pension Liability (Asset) as a Percentage of Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
12/31/14	0.03676663%	\$ (903,089)	\$ 4,320,562	-20.90%	102.74%
12/31/15	0.03685216%	598,841	4,450,859	13.42%	98.20%
12/31/16	0.03771766%	310,884	4,631,126	6.71%	99.12%
12/31/17	0.03933083%	(1,167,779)	4,938,228	-23.70%	102.93%
12/31/18	0.04138922%	1,472,498	5,206,135	28.28%	96.45%
12/31/19	0.04334531%	(1,397,650)	5,544,374	25.21%	102.96%

Schedule of Employer Contributions - Wisconsin Retirement System

City Year Ending	Contractually Required Contributions	Contributions in Relation to the Contractually Required Contributions	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
12/31/15	\$ 360,217	\$ 360,217	\$ -	\$ 4,460,859	8.08%
12/31/16	367,821	367,821	-	4,631,126	7.94%
12/31/17	424,351	424,351	-	4,938,228	8.59%
12/31/18	446,999	446,999	-	5,206,135	8.59%
12/31/19	468,041	468,041	-	5,544,374	8.44%
12/31/20	535,948	535,948	-	5,889,107	9.10%

See notes to required supplementary information

City of Pewaukee

Notes to Required Supplementary Information
Year Ended December 31, 2020

Budgetary Information

Budgetary information is derived from the annual operating budget and is presented using the same basis of accounting for each fund as described in Note 1.

The budgeted amounts presented include any amendments made. The City may authorize transfers of budgeted amounts within departments. Transfers between departments and changes to the overall budget must be approved by a two-thirds Board action.

Appropriations lapse at year end unless specifically carried over. There were no carryovers to the following year. Budgets are adopted at the department level of expenditure.

Wisconsin Retirement System

The amounts determined for each fiscal year were determined as of the calendar year-end and occurred within the fiscal year.

The City is required to present the last ten years of data; however accounting standards allow the presentation of as many years as are available until ten fiscal years are presented.

Changes in benefit terms. There were no changes of benefit terms for any participating employer in the Wisconsin Retirement System.

Changes in assumptions. No significant change in assumptions were noted from the prior year.

SUPPLEMENTARY INFORMATION

City of Pewaukee

Combining Balance Sheet - Nonmajor Governmental Funds

December 31, 2020

	Special Revenue Funds				Capital Project Funds			Permanent Fund		Total Governmental Funds
	Impact Fee	Tourism and Convention	Public Safety Grants	Cemetery	Road Construction	Bike Path	Sports Complex	Capital Equipment	Cemetery Perpetual Care	
Assets										
Cash and Investments										
Receivables (net):	\$ 199,097	\$ 208,897	\$ 16,763	\$ 108,792	\$ 643,251	\$ -	\$ -	\$ 5,547,161	\$ 81,244	\$ 6,805,205
Taxes	-	-	-	35,000	-	-	-	50,000	-	85,000
Accounts	-	20,543	-	-	52,957	-	-	-	-	73,500
Total assets	\$ 199,097	\$ 229,440	\$ 16,763	\$ 143,792	\$ 696,208	\$ -	\$ -	\$ 5,597,161	\$ 81,244	\$ 6,963,705
Liabilities, Deferred Inflows of Resources and Fund Balances										
Liabilities										
Accounts payable	\$ -	\$ -	\$ -	\$ 2,459	\$ 692,691	\$ -	\$ -	\$ 85,167	\$ -	\$ 780,317
Deferred Inflows of Resources										
Unearned revenues	-	-	-	35,000	-	-	-	50,000	-	85,000
Fund Balances										
Restricted	199,097	229,440	16,763	106,333	-	-	-	-	81,244	632,877
Committed	-	-	-	-	3,517	-	-	5,461,994	-	5,465,511
Total fund balances	199,097	229,440	16,763	106,333	3,517	-	-	5,461,994	81,244	6,098,388
Total liabilities, deferred inflows of resources and fund balances	\$ 199,097	\$ 229,440	\$ 16,763	\$ 143,792	\$ 696,208	\$ -	\$ -	\$ 5,597,161	\$ 81,244	\$ 6,963,705

City of Pewaukee

Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds
Year Ended December 31, 2020

	Special Revenue Funds				Capital Project Funds			Permanent Fund Cemetery Perpetual Care	Total Governmental Funds	
	Impact Fees	Tourism and Convention	Public Safety Grants	Cemetery	Road Construction	Bike Path	Sports Complex			Capital Equipment
Revenues										
Taxes	\$ -	\$ 235,171	\$ -	\$ 35,000	\$ 400,000	\$ -	\$ -	\$ 525,000	\$ -	1,195,171
Intergovernmental	-	-	16,763	-	-	-	-	-	-	16,763
Public charges for services	39,951	-	-	12,079	-	-	-	-	3,716	55,746
Investment income	413	2,391	-	1,022	1,725	-	-	53,989	77	59,617
Miscellaneous revenues	-	-	-	-	-	-	15,000	-	-	15,000
Total revenues	40,364	237,562	16,763	48,101	401,725	-	15,000	578,989	3,793	1,342,297
Expenditures										
Current:										
Public safety	-	-	10,297	-	-	-	-	-	-	10,297
Health and human services	-	-	-	31,916	-	-	-	-	-	31,916
Conservation and development	-	220,812	-	-	-	-	-	-	-	220,812
Capital outlay	-	-	-	-	1,407,363	9,340	-	999,398	-	2,416,101
Total expenditures	-	220,812	10,297	31,916	1,407,363	9,340	-	999,398	-	2,679,126
Excess (deficiency) of revenues over expenditures	40,364	16,750	6,466	16,185	(1,005,638)	(9,340)	15,000	(420,409)	3,793	(1,336,829)
Other Financing Sources (Uses)										
Transfers in	-	-	-	-	-	9,340	198,650	908,000	-	1,115,990
Transfers out	(140,700)	(20,000)	-	(420)	-	-	-	-	-	(161,120)
Total other financing sources (uses)	(140,700)	(20,000)	-	(420)	-	9,340	198,650	908,000	-	954,870
Net change in fund balances	(100,336)	(3,250)	6,466	15,765	(1,005,638)	-	213,650	487,591	3,793	(381,959)
Fund Balances (Deficits), Beginning (as restated)	299,433	232,690	10,297	90,568	1,009,155	-	(213,650)	4,974,403	77,451	6,480,347
Fund Balances, Ending	\$ 199,097	\$ 229,440	\$ 16,763	\$ 106,333	\$ 3,517	\$ -	\$ -	\$ 5,461,994	\$ 81,244	\$ 6,098,388

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 5.**

DATE: July 19, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

PUBLIC HEARING Regarding the Beer and Wine License Request of Urban Slopes and Naming Jared Masters as Agent [Tarczewski]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

If you decide to grant this license please make it contingent upon receiving a copy of their Wisconsin Seller's Permit.

ATTACHMENTS:

Description

Urban Slopes Application

to begin and tab throughout. Use mouse to check appropriate boxes, spacebar or enter.

Save

Print

Clear

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 08/01/2021 ending: (mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☒ Town of ☐ Village of ☐ City of } Pewaukee

County of Waukesha Aldermanic Dist. No. 1 (if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company ☐ Partnership ☐ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number

FEIN Number 86-2820287

TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ 100.00
<input checked="" type="checkbox"/> Class C wine	\$ 100.00
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ 30.00
TOTAL FEE	\$ 230.00

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

Urban Slopes LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Masters	Jared	T	Pewaukee WI 53072
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name Urban Slopes Business Phone Number

2. Address of Premises N35W23770 Capitol Dr; Suite A Post Office & Zip Code PO Box 368 / 53072

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Suite A is roughly a 5000 sq foot space which will house 4 ski simulation experience machines. There will be a "check-in" desk which will also house the bar area - which will be small as the focus is the ski-experience.

4. Legal description (omit if street address is given above):

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☐ Yes ☒ No

(b) If yes, under what name was license issued?

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** ☒ Yes ☐ No
Yes, I have not completed this, but gladly will with acceptance, or as a condition
of acceptance of the application. Any management will also complete.
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☒ Yes ☐ No
If yes, explain.
Applicant is the Managing Member of the LLC
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** ☐ Yes ☒ No
9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date 3/18/2021 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? **If yes, explain.** ☐ Yes ☒ No
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ... Sent 6/1/21 ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Submitted 6/1/21 ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <u>Masters, Jared T</u>	Title/Member <u>Managing Member</u>	Date <u>6/1/21</u>
Signature <u>[Signature]</u>	Phone Number	Email Address

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>6/3/21</u>	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town
☐ Village of Pewaukee County of Waukesha
☒ City

The undersigned duly authorized officer/member/manager of Urban Slopes LLC
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as
"Urban Slopes"

(Trade Name)

located at Suite A N35W23770 Capitol Dr; Pewaukee, WI 53072

appoints Jared T Masters

(Name of Appointed Agent)

Pewaukee, WI 53072

(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☒ Yes ☐ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☒ Yes ☐ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 42 Years

Place of residence last year Elm Grove, WI 53122

For: Urban Slopes LLC

(Name of Corporation / Organization / Limited Liability Company)

By:

(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Jared T. Masters, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

(Signature of Agent)

(Date)

Agent's age 42

Date of birth 6/1/2021

(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 6.**

DATE: July 19, 2021

DEPARTMENT: Planning

PROVIDED BY: Nick Fuchs

SUBJECT:

Discussion and Possible Action regarding the potential fundraising for an all-inclusive playground and splash pad at the Pewaukee Sports Complex. [Phalin / Fuchs]

BACKGROUND:

Staff has previously discussed the potential for an all-inclusive playground and splash pad project at the Pewaukee Sports Complex. Below is an update and discussion regarding potential next steps related to this project.

Staff efforts to date include research, creation of a marketing flyer and limited outreach to foundations and local businesses for possible donations or sponsorships.

Staff also spoke with McDonaldSchaefer, a firm that assists nonprofits with fundraising campaigns. Attached is a proposal that outlines different levels of services and costs. If determined this type of assistance is needed to fundraise for this project, staff would look into some initial fundraising opportunities to cover these costs.

Coincidentally, staff was also recently approached by a City resident, Shana Belich, who inquired if the City would consider the development of an all-inclusive playground and asked how she may assist with such a project. After meeting with staff, Mrs. Belich met with the Joint Park-Recreation Board at their June 9, 2021 meeting. The Joint Board discussed the project and had no objections to allowing fundraising to begin.

Mrs. Belich is working with The Friends of the Parks of Pewaukee to begin fundraising; however, prior to any group actually collecting funds, staff is recommending that the Common Council consider this project further, including the proposed location and possible funding contributions from the City. Staff is anticipating that funding for this project would come from a variety of sources, including fundraising, sponsorships, grants, impact fees, and funds that would have been utilized for the two planned playgrounds at the Sports Complex.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

Recommended action and next steps:

1. Approval of the concept and location of an all-inclusive playground and splash pad project
2. Direct staff to continue to explore fundraising opportunities for this project
3. Allow staff to assist in public outreach and fundraising efforts with a City resident group led by Shana Belich and

ATTACHMENTS:

Description

Playground & Splash Pad Marketing Flyer

PSC Playground & Splash Pad Concept

McDonaldSchaefer

DREAM BIG PLAY HARD

Pewaukee Sports Complex

ALL-Inclusive Playground and Splash Pad



(262) 691-7275



Overview

The Pewaukee Sports Complex is 59 acres and currently includes baseball fields, soccer fields, concessions, restrooms, and associated parking, landscaping, and lighting.

To further develop the park, the City is committed to providing an **all-inclusive playground** and **splash pad** to provide a regional destination for families.

The Playground

All-inclusive playgrounds are designed to accommodate and provide a safe place for children of all abilities to play together. The design of these playgrounds and the equipment provided are specifically intended to allow children with and without disabilities to use it. As the name implies, all children and families are welcomed and accommodated by the playground. All-inclusive playgrounds invite individuals of all abilities to join in safe, fun, and welcoming play. These playgrounds offer learning, challenges and exercise in many fashions.



The Splash Pad

The splash pad in conjunction with an all-inclusive playground is a win for **all** children and families. Beyond the typical enjoyment of a splash pad, those using inclusive playgrounds often have sensory needs. Splash pads provide a wide range of comfort that allows children to explore. Features such as dumping buckets and ground sprays are known to provide a sensory-rich play experience in water for children of all ages and abilities.

The splash pad will include different styles of equipment to actively stimulate individuals of any level and encourage children to experiment with new opportunities.



- Commitment -

The estimated project cost is approximately \$1.5 million dollars. The City has committed over \$4 million dollars for the land and development of the Pewaukee Sports Complex already. The City continues to invest in the park and will utilize various funding opportunities to assist in the development of the **all-inclusive** playground and splash pad.

**PLAY FOR ALL
OPPORTUNITIES FOR ALL**

TEAM WORK MAKES THE DREAM WORK

- Vision -

To create a sensory-rich, state of the art playground and splash pad to provide recreational opportunities for children of **ALL** abilities.



Community Build

The City envisions a community build approach to bring residents, businesses and their employees, and other volunteers to come together to bring this concept to fruition.

The Park

Youth sports tournaments, league play and practices bring youth athletes to Pewaukee Sports Complex. This park is a community hub with future special events and more tournaments. The all-inclusive playground and splash pad will be a further reason to bring the Pewaukee area community and visitors together to Dream Big & Play Hard.

- 1,300+ soccer games & practices/year
- 2+ soccer tournaments/year
- 250+ baseball league games & practices/year
- 6+ baseball tournaments/year
- Fall baseball league

EXPANDING OUR POSSIBILITIES

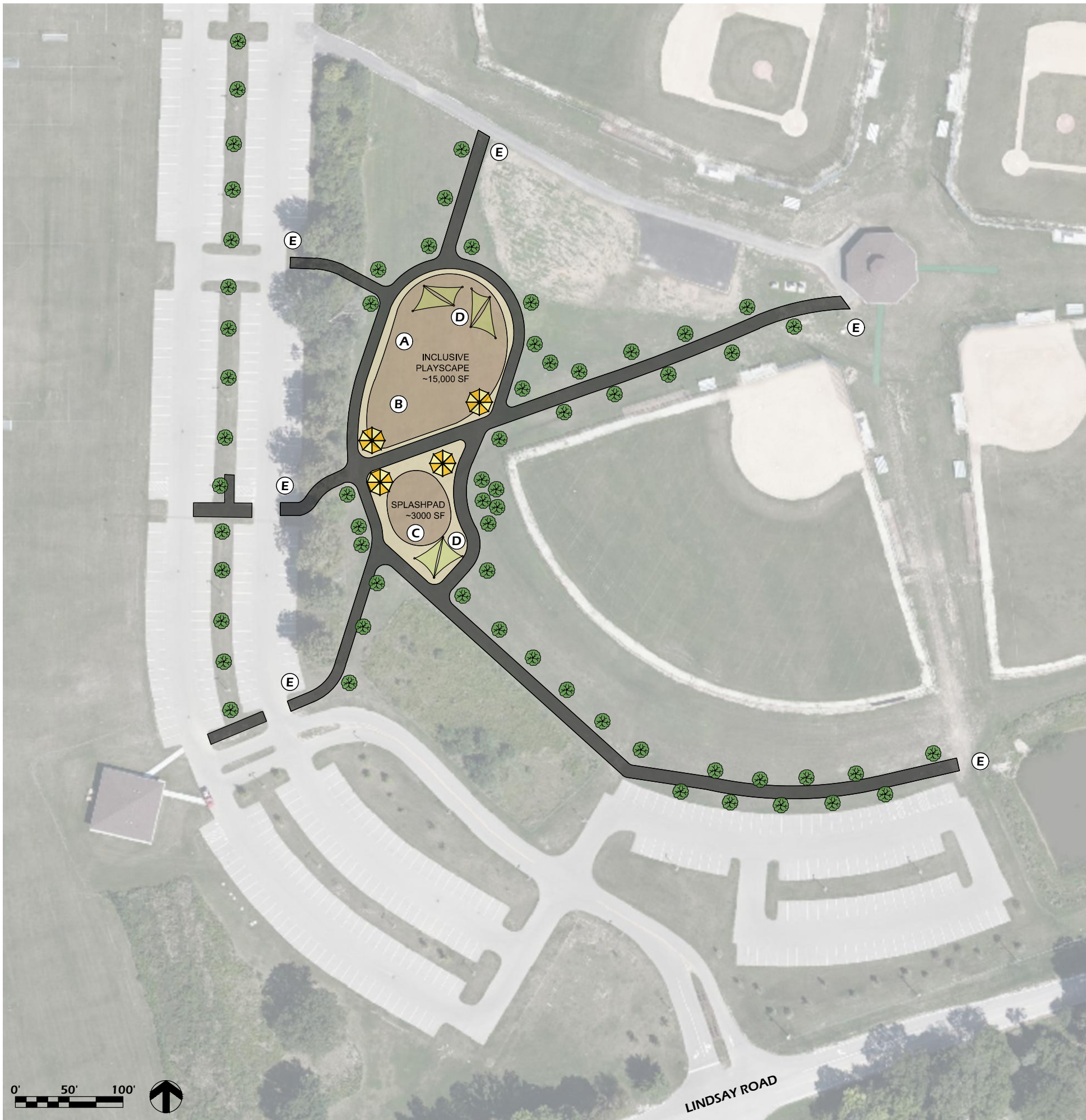
Did You Know...

- 17% of children have a developmental disability (CDC, 2019)
- About 7% of youth have a diagnosed vision condition (CDC, 2020)
- About 3% of babies are born with some birth defects (CDC, 2020)
- AND... 100% of all-inclusive playgrounds are fun for **ALL** children!

Please contact Nick Phalin,
Pewaukee Parks & Recreation Director
phalin@pewaukee.wi.us or
call (262) 691-7275 with any questions.



File: P:\20.039 Pewaukee Splashpad\CAD\LW render.dwg Layout: Layout1 User: baghd Plotted: Sep 08, 2020 - 4:48pm





McDonaldSchaefer

Fund Development Advisors to Nonprofits

Milwaukee | Madison

Phase 1

Proposal for Feasibility Study Services

Prepared for

City of Pewaukee

June 2021

CONFIDENTIAL

June 2021

Nick Fuchs
The City of Pewaukee
W240 N3065 Pewaukee Road
Pewaukee WI 53072

Dear Nick,

Thank you for our recent discovery call. It was very productive and helps us better understand your goals and objectives as well as your fundraising needs.

We are pleased to present this proposal for feasibility study and campaign management services.

We help nonprofits that need more money. Experience has taught us that your successful capital campaign will begin with a thorough and in-depth study that identifies and engages potential donors, leaders and community advocates early on; weighs and considers any obstacles to success; and yields the type of qualitative and quantitative data that form the basis of an optimal campaign roadmap.

The next step is to select a fundraising partner who knows the type of constituents you should engage, is familiar with the local philanthropic landscape (our team members live and work in Milwaukee and Madison), has a results-driven process and, perhaps most importantly, is distinguished by a record of success; we are presently directing capital and endowment campaigns with goals between \$1 million and \$30 million.

By committing to the critical first phase of the campaign – the feasibility study – you have already positioned your organization for optimal success. I am confident that we will be an able and committed partner, mindful of the challenges and opportunities you're currently faced with and will be fully invested in your success.

Sincerely,

Dave Malone

David Malone
President

McDonald Schaefer Overview

McDonald Schaefer^{LLC} is pleased to provide this proposal for a fundraising feasibility study.

Our firm specializes in capital campaign feasibility studies and directing multimillion-dollar capital campaigns. While we provide other fund development services, our forte is all stages of capital campaigns – from testing (feasibility studies) to planning and directing until completion. We are dedicated to working with our clients not only to achieve near-term goals but to implement a solid foundation for future fundraising success.

Since 1996, McDonald Schaefer has helped a variety of nonprofit organizations throughout Wisconsin raise tens-of-millions in funds for operational, capital and endowment projects. Please visit mcdonaldschaefers.com for more information.


Project Team Credentials



The depth and strength of our fundraising expertise can be attributed in large part to the diversity of skills and experiences shared by our firm's employees. We pride ourselves on a team that shares a varied set of development specialties and passions, comprehensive industry knowledge and a commitment to project success. Our staffing model, which is customized to complement each client's strengths and challenges, adds tremendous value to our work. With our model, we can harness the full resources and knowledge of our team for the benefit of each organization with which we partner.


For your engagement, McDonald Schaefer's entire team may be involved in varied capacities although one consultant would be assigned as Study Director to ensure optimal communication and streamlined management. Our team members are introduced below.

David Malone, President




David's 23 years of development experience combined with his earlier 13 years in sales and marketing positions make him one of the primary architects of McDonald Schaefer's fundraising strategies. His expertise includes capital campaigns, major gifts and feasibility studies. David has assisted a wide variety of organizations ranging from emerging nonprofits to large, well-established NPOs with statewide, national and even international constituencies. He has planned and directed numerous successful capital campaigns and participated in securing several multimillion-dollar and six-figure major gifts. David has regularly advised clients in diverse fields such as healthcare, education, environment, religion, libraries, sports & recreation and more. He believes donor-centered fundraising can help nonprofits meet short-term and long-term funding needs. He is creative and process-minded and is adept at blending the relationship side of development with the process of effective fundraising. David earned a B.A. from the University of Wisconsin-Eau Claire with a double major in Business Administration and Management Information Systems. He lives in Madison.

Andrea Speth, Vice President




Andrea has over 24 years' experience working in marketing, communications and fundraising, with additional expertise in annual plan development and implementation, capital campaigns, feasibility studies and donor cultivation. Throughout her career, she has worked exclusively with nonprofit organizations with special emphasis on those supporting individuals at the margins of society. She is especially proud of her work with The Easter Seal Society of Wisconsin and St. Coletta. At the latter, she consistently achieved annual goals in excess of \$1 million. Andrea's projects are guided by the principle that strong relationships are the key to successful outcomes, and her ability to assist her clients in identifying and nurturing these relationships has provided the bedrock for many of her successes. Andrea earned a B.S. in secondary education with minors in Technical and Creative Writing from the University of Wisconsin-La Crosse. She loves to hike and spends as much time as she can with the people she loves, especially her husband and two dogs.

Kim Koch, Sr. Consultant




Over the course of 20 years, Kim has developed relationship-building expertise in a range of professional areas from advertising/public relations, event planning and nonprofit development. Kim understands the essential components of fundraising on every level and believes that listening to donors' needs is the key to executing successful campaigns and projects. Kim is a goal-oriented, strategic planner whose skills include working with clients on multimillion-dollar capital campaigns, feasibility studies, conducting in-depth prospect research, developing and coordinating communications pieces for solicitation efforts, managing donor prospects databases, tracking moves management, establishing campaign timelines and directing the logistics for successful campaign events. Kim earned B.S. degrees in both Advertising and Public Relations from Southern Illinois University. An active member of the local AFP chapter, she is the National Philanthropy Day Event Logistics Chair. She lives in Wauwatosa and enjoys running, cycling, golf and painting but most of all, she enjoys spending time with her daughter.

Teresa Midthun, Sr. Consultant




With more than 20 years of demonstrated success in raising major gifts and advancing organizational goals, Teresa's accomplishments span a range of nonprofit engagements – large and small; global and local. With extensive experience in nonprofit leadership, annual giving, planned giving and major gifts fundraising, Teresa brings a diverse and seasoned expertise to the McDonald Schaefer team. Prior to joining McDonald Schaefer, she served as the Executive Director and VP of Advancement at the Oakwood Foundation; the Director of Philanthropy at the Nature Conservancy in Wisconsin; and Director of Development at the University of Wisconsin Foundation. Her capital campaign successes have spanned several sectors, including higher education, environmental welfare, healthcare and social services. Teresa prides herself on her results-oriented, collaborative management and communication style, and is passionate about building productive donor and community partnerships. Teresa earned her B.A. from the University of Wisconsin-Madison and her MBA from Edgewood College. She holds a variety of memberships, including TEMPO Madison. She lives in Waunakee with her husband and two daughters.

James Hamilton, Consultant




James' diverse experience includes both direct development as well as development consulting for a wide variety of nonprofits over the last 15 years. As a Consultant, he has led campaigns to raise more than \$54 million for nonprofit clients in health care, education, human services and faith-based organizations. James approaches each engagement as a partnership with a focus on helping organizations raise transformational gifts and build their capabilities for on-going increased gift income. His expertise includes campaign feasibility studies, campaign management, major gifts, foundation and corporate fundraising, leadership fundraising training, and volunteer management. Prior to joining McDonald Schaefer, James led capital campaigns and other fundraising initiatives as President of Fox Advancement (Minneapolis, Minnesota) and as a consultant for Steier Group (Omaha, Nebraska). Previously, he helped raise the first \$5 million for the newly established Minnesota State Fair Foundation in St. Paul. James graduated from Macalester College and received his master's degree in non-profit leadership and management from the University of Minnesota. He and his wife live in Wauwatosa with their three kids.

Julie Cotter, Consultant



For more than 20 years, Julie has worked in the non-profit field including at the Milwaukee and Madison YMCAs, Carroll University and most recently at VIP Services, an agency for people with disabilities. As Senior Advancement Officer at Carroll University, Julie was part of a small advancement team that raised \$30 million in a comprehensive campaign for new facilities, scholarships and programming. Through her work with the Wisconsin YMCAs she personally engaged dozens of potential donors and leaders during several feasibility studies for YMCA building projects around the state. While Development Director at VIP Services, she managed a growing development program as a one-person department. Julie has broad and extensive experience with major gifts, feasibility studies, volunteer engagement, annual campaigns, prospect research, donor analytics and special event management. Julie earned a B.A. degree in English from the University of Wisconsin-Madison. She is an active member with the Wisconsin Alumni Association: Milwaukee Chapter Alumni Board as the Communications Chair and Sponsorship Committee member. She lives in East Troy with her husband and son.


Dr. Kathleen Voit, Senior Associate for Mission Impact



Dr. Kathleen Voit's work with McDonald Schaefer is centered on strategic relationship building and leveraging partnerships in collaboration with, and for the benefit of, our clients. Her 16-year tenure as President of the Madison Community Foundation afforded her invaluable experience in exactly the type of community outreach and "friend-raising" that many of McDonald Schaefer's clients benefit tremendously from. As a result, her experience makes her extremely effective in this tactical role. Dr. Voit has also demonstrated outstanding aptitude in organizational leadership and outreach, growing the Madison Community Foundation's funds from \$42 million to \$165 million, and holding senior positions in external relations at the Meriter Foundation, UW-Milwaukee, UW-Whitewater and at Arizona State University. Her insight into maximizing mission impact for cross-sector organizations makes her an extremely valuable resource to our clients.

Dr. Voit holds a doctorate and two master's degrees from UW-Madison and a bachelor's degree from UW-Whitewater. She has served on the boards of numerous community organizations and is a member of the In Business Hall of Fame. She has received the Association of Fundraising Professionals Visionary Award, YWCA Woman of Distinction Award, Urban League of Madison's Whitney M. Young Award and Best of Madison Business Award.

Dr. Thomas J. "Toby" Peters, Senior Associate for Mission Impact



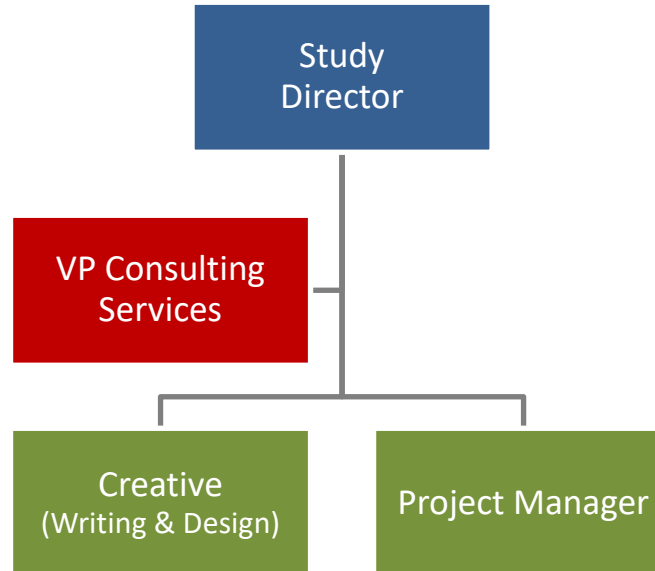
Dr. Peters has a distinguished track record of helping nonprofits strengthen their operations and enhance their strategic outcomes. He has extensive experience across diverse nonprofit sectors in community relations, fundraising, leadership development, human resources, operations, and planning. His past posts have included senior administrative and adjunct professor roles at Marquette University and Syracuse University. Most recently, he has served as a Loaned Executive for Milwaukee's United Performing Arts Fund and the United Way of Greater Milwaukee and Waukesha County. He was honored as the Loaned Executive of the Year for United Way for his exemplary work with nearly ninety non-profit organizations. His record of civic engagement is similarly broad. He is a member of the cabinet for United Way and serves as a board member for Global Brigades in Seattle, WA and locally for In Tandem Theater and has been active in many other local non-profit organizations.

Dr. Peters received his B.S. and M.B.A. from Southern Illinois University and his Ph.D. in Educational Policy and Leadership from Marquette University. He is recently married and now lives in Oconomowoc with his wife, Dr. Mary Kay Ellis. He enjoys biking, swimming, cross-country skiing, and many other outdoor activities.

Client references are listed later in the proposal. For more information about McDonald Schaefer please visit our website at mcdonaldschaefers.com.

Team Strength

One of McDonald Schaefer's strengths is how we will resource your feasibility study. We implement a team approach for conducting studies, including:



By assigning expert team members to support the feasibility study, we ensure the study achieves optimal results and stays on schedule. Our executive leadership team, including Dave Malone (President) and Andrea Speth (Vice-President) will oversee the process. Our experienced Study Director will provide primary services and our on-site consultation will be supported by an experienced team of project management and creative professionals.

Feasibility Study Objectives

Most successful capital campaigns can be traced back to an initial phase of thorough planning and testing. Therefore, a strategically designed and well-executed feasibility study is not only a wise investment but the key to positioning your organization for optimal success. The interaction with potential campaign leaders and donors during the study process is invaluable in building relationships with stakeholders, who will be the central players in a successful capital campaign. This discussion provides a crucial opportunity for the organization to preview its ideas with key benefactors and receive their important feedback.

In addition to building awareness, the study may reveal potential challenges to the campaign. By uncovering these ahead of time, your organization will be equipped to develop strategies to address these challenges and avoid unwanted surprises.

The study will test the key variables of all capital campaigns: Is the case for support compelling? Is it relevant and urgent? Are there sufficient donors? Do the numbers work? Is there a pool of willing and bold volunteers to lead the campaign?

Of all the questions feasibility studies can answer, perhaps the most important one is, “How much money can we raise for this project?”

To find out, we will preview your plans with selected major donor prospects and other key stakeholders, asking them: How do you feel about the organization? What do you think of the proposed project? What do you like about the idea? Does anything concern you? Is this a project you would consider supporting with a gift? What size gift? Would you be involved in the campaign on behalf of the organization?

When our research is complete, we will render a professional assessment consisting of quantitative data and qualitative analysis based on both the sampling of the constituency’s gift capacity, interest and timing as well as our considerable experience directing multimillion-dollar capital campaigns of this nature.

It’s noteworthy that feasibility studies are generally the most beneficial when the people we engage on your behalf are already connected to the organization, such as donors, volunteers, beneficiaries or those with another type of involvement – rather than potential donors from the broader community who have no existing connection or even awareness of your nonprofit.

Feasibility Study Methodology & Results

Successful capital campaigns are the product of four main elements:

1. An appealing project
2. Bold leadership
3. Committed major donors
4. Campaign Infrastructure

Our feasibility study will measure those primary variables and complete the study in three steps:



The process unfolds in the sequenced steps as shown in the timeline below.

Planning						Interviews							Analysis		
Wk 1	Wk 2	Wk 3	Wk 4	Wk 5	Wk 6	Wk 7	Wk 8	Wk 9	Wk 10	Wk 11	Wk 12	Wk 13	Wk 14	Wk 15	Wk 16
1. Review background information 2. Develop list of participants 3. Conduct FAQ exercise 4. Develop Project Summary 5. Develop letters to study participants 6. Design Study Interview Guide						1. Mail letter to study participants 2. Schedule Interviews 3. Conduct Interviews							1. Analyze interview data 2. Write report 3. Preview report 4. Refine Report 5. Present final report 6. Send Summary		

The most effective method we use for conducting feasibility studies is personal, face-to-face interviews with key constituents.

A Note on Timelines: It has been our experience in conducting feasibility studies that they typically take approximately four months to complete, depending on the number of interviews and the availability of study participants. If timing is urgent, we can put multiple consultants in the field for interviews.

To prepare for the interviews, we will begin with a thorough review of background information regarding your organization and the project.

Next, we will discuss with you a profile of desired interview candidates and will work with your organization's leadership to identify key constituents that fit that profile. Interviewees would primarily include major donors and major

donor prospects, potential campaign leaders, community leaders, local business leaders and selected board members.

We will ask the organization to annotate the list with brief notes about each candidate's connection to the organization to help us interact with each interviewee in ways that show we know something about them.

McDonald Schaefer will develop a printed project summary (preliminary case for support). A concise and compelling project summary will provide interviewees with a good understanding of the scope of the project and how it will benefit your organization and its constituents. You'll choose from one of several design options or can request a custom design for an additional charge. Of course, your organization will have the opportunity to review and approve the piece, including up to three rounds of edits, which is included in our proposal.

Once identified, McDonald Schaefer will prepare an interview request letter for interviewees which will explain why the study is being conducted and that your organization is seeking their feedback and advice. Although we draft the letter, it is subject to your approval, signed by your Board Chair and/or Executive Director, and mailed on your letterhead with the project summary enclosed. Our staff will produce the mailing at our office.

A few days after the letters are mailed, your organization will contact interview candidates to schedule personal interviews on one of the several predetermined days when McDonald Schaefer is onsite.

McDonald Schaefer will prepare an Interview Guide including key questions, which we will review with you prior to beginning the interviews. The guide addresses the following key areas, necessary for a successful campaign:

- Impressions of the organization
- Impressions of the plans
- Opinions on the dollar goal and on the organization's potential for reaching it
- Major donor prospects and leadership candidates
- Personal interest in the project as a donor and/or campaign volunteer
- Opinion on current philanthropic climate and its impact on this project

McDonald Schaefer will then conduct the personal interviews. This is the essence of the campaign feasibility study. The interviews will focus on key campaign variables and will ask study participants about their preliminary interest in supporting the project. We'll ask them how likely they are to support the project, where this project would rank in their charitable priorities and how much they might consider giving while presenting the participant with a printed list of gift levels prepared specifically for this study.

A Note on Interview Location: Interviews will be held primarily at your offices or a central meeting location but may also be conducted at the participant's home, office or a coffee shop if they prefer. Most of the interviews will be conducted in person but when necessary, because of distance (e.g. if they winter out of state) or at the request of the interviewee, some may be conducted by phone.

Thank-you letters are then sent promptly to participants after their interview. Once the interviews are completed, our team will compile and analyze all the interview data and will prepare a final report that will contain quantitative and qualitative data, as well as analysis of both.

At the study's conclusion, we recommend you send an email or letter summarizing the study findings to all participants (we will provide a draft).

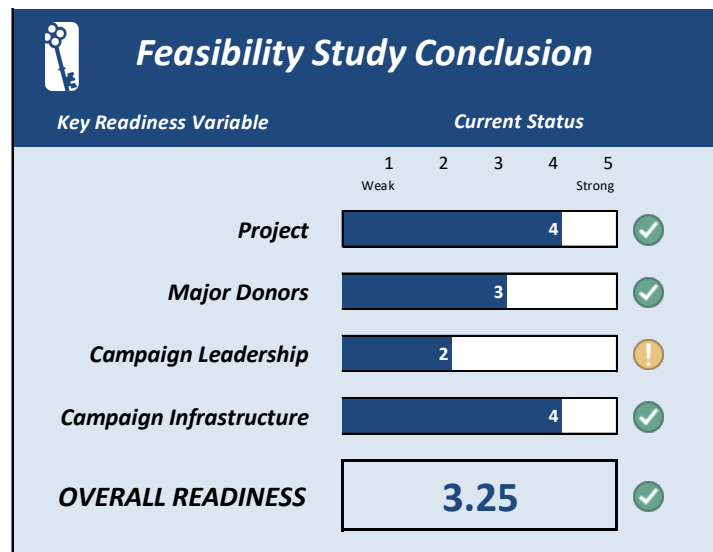
This step is optional, but we encourage it, as it is an appropriate gesture for interviewees who spent their time on your behalf and will be interested in hearing about the outcome of the study. Moreover, this point of contact serves as another form of cultivation, further engaging potential donor prospects and/or leadership candidates and deepening their interest in the project.

Feasibility Study Results

With all relevant data in hand, we will develop a comprehensive Feasibility Study Report, which will prove invaluable to developing the best campaign strategy. We will present our findings and recommendations to your board, and provide a comprehensive written report that includes:

Findings	Analysis	Recommendations
<ul style="list-style-type: none"> • Impressions of the organization • Reaction to the proposed project and opinions of the fundraising campaign • Participants' personal interest in the project • Preliminary gift intentions • Leadership candidates and major donor prospects 	<ul style="list-style-type: none"> • Internal campaign readiness • External campaign readiness • Quantitative analysis of gift intentions/components of potential campaign success • Qualitative analysis of gift intentions/components of potential campaign success • Key variables: case, leadership, major donors, organizational capacity 	<ul style="list-style-type: none"> • Refinements to the case for support • Strategies to avoid potential obstacles to success • Recommended campaign goal, and a table of gifts for achieving it • Campaign strategy: a roadmap to campaign success • Projected campaign timeline

The study will provide answers to the key questions that must be answered to run a successful capital campaign and will enable you to proactively chart a successful course forward. Although the report is comprehensive, one key graph summarizes the results, as shown in this sample:



Your Role in the Study

The role of your board and staff during the feasibility study is summarized as follows:

- Provide information about the organization's initiatives
- Identify interview candidates and provide short profiles for each including contact information and donor history*
- Review and approve the following:
 - Interview request letter
 - Project summary
 - Interview guide
 - Thank-you note
 - Summary letter sent to participants when study is complete
- Schedule feasibility interviews based on the availability of consultants
- Sign interview request and thank-you letters
- Review list of donor and leadership names compiled during study for clarification or correction

*We will ask that selected board and staff be among those interviewed.

Recorded Webinar

To view an informative 30-minute webinar about the Feasibility Study experience, please visit our [free resource page](#).

Report Preparation

Developing an accurate, thorough and meaningful Feasibility Study report for you takes time. With volumes of data to compile and analyze, McDonald Schaefer requires three weeks after the last interview is completed to prepare the initial report draft. The final report is our key deliverable and will ultimately be your organization's roadmap to future success. Ensuring it is comprehensive and accurate is critical, and our commitment to its careful preparation is a hallmark of our firm's work. When requested, McDonald Schaefer can provide a summary of the study findings earlier, however, the full report will not be available until three weeks after the last interview was completed yet.

Feasibility Study Deliverables & Fees

Deliverables

Key deliverables include:

- A midpoint phone conference with executive leadership halfway through the interviews to review early findings
- A phone conference with executive leadership to preview final Findings, Conclusions and Recommendations when the interviews are completed and the report is written
- One in-person presentation to summarize and discuss the report and its implications, commonly with Executive Leadership, Executive Committee and/or full board
- Up to 3 printed and bound full Feasibility Study reports including Findings and Recommendations (additional printed copies are available at cost)
- Up to 15 flash drives with a PDF of full report
- A digital PDF of the report

Fees

Feasibility study service and fee options:



Basic
20 Interviews
\$10,000



Standard
30 Interviews
\$15,000



Comprehensive
40 Interviews
\$20,000

A Comprehensive Feasibility Study is recommended for most projects since it will produce the best results and engage the largest number of potential donors and campaign leaders. Studies of more than 40 interviews are sometimes appropriate for large campaigns and large constituencies and McDonald Schaefer can accommodate that. Studies of 20 to 30 interviews may be appropriate for communities with smaller constituencies, or when the budget doesn't allow for more. Note that studies of 20 and 30 participants provide less data for our calculations and may be less likely to validate larger campaign goals.

Our goal will be to conduct the number of interviews you select above. However, due to constituent interest and availability, occasionally more or fewer interviews are actually completed. This proposal assumes a possible 10% +/- interview variance; for example, for a 40-person study, we may conduct as few as 36 and as many as 44 interviews without adjustments to fees. If the number of interviews is outside of those margins in either direction, we will discuss an adjustment to fees, either up or down, commensurate with the actual number of interviews completed.

Comprehensive reports are produced for Comprehensive and Standard studies, and provide thorough analysis and include detailed narrative, graphs, constituent comments, and various relevant appendices. A Summary report is produced for Basic studies and includes just a few pages and focuses more narrowly on a recommended campaign goal.

Available Credits

The following credits are available:

Description	Credit
Develop the Project Summary	- \$1,000
Process mailings Interview requests and thank-you letters	- \$500
Summary Report in lieu of Comprehensive Report	-\$1,000

Payment Schedule

First Payment	To initiate services
Second Payment	30 days later
Third Payment	60 days later
Final Payment	90 days later

Expenses

Reimbursable travel expenses for Feasibility Study services include:

- Mileage billed at then current IRS mileage reimbursement rate

Should overnight or out-of-town travel be required, more than 60 miles outside of your community:

- Airfare, rental car, taxi, parking, tolls, meals, lodging and other travel expenses as necessary
- Travel-time, discounted by 50% to \$75 per hour (½ our normal rate)

Phone interviews may be considered for long distance constituents and/or to reduce travel expenses. Virtual video meetings with the client will also reduce travel expenses.

The fees in this proposal assume interviews will be grouped together including a minimum of four interviews per day for efficiency and to minimize repeat travel. Due to the inefficiencies of traveling repeatedly to a community for only one or two interviews, we must charge a travel fee of \$75 per hour (½ our normal hourly billing rate) unless four or more interviews are scheduled on any given interview day.

Expenses are billed at cost, subject to your approval, and submitted monthly.

Availability

McDonald Schaefer's availability is subject to change. Should another client hire us before you do, we reserve the right to accept that new engagement, which may affect the start date of, or our availability for, your project. We can reserve talent and resources for your project for 30 days with a signed agreement and for 60 days with a signed agreement and nonrefundable initial payment.

Valid For

This proposal is valid for 30 days and is thereafter subject to change.

Client References

We invite you to contact these references or view short video testimonials at mcdonaldschaefer.com.

Village of Menomonee Falls

Feasibility Study and capital campaign capital campaign to build phase two of a master plan for Village Park, the community's signature park. Capital campaign now underway.

Tyler Zwagerman, Planner

(262) 532-4278 | tzwagerman@menomonee-falls.org

Mukwonago YMCA Mukwonago, WI

\$10 million Capital Campaign to build a new YMCA in Mukwonago with an all-volunteer group (no staff) in a community of just 7,500 people.

Rick Swan, Vice President

(414) 303-8538 | rmrjj@aol.com

Chris Becker, Chief Executive Officer

(262) 542-2557 | cbecker@gwcymca.org

[See short video testimonial at mcdonaldschaefer.com](https://mcdonaldschaefer.com)

Pritchard Park, Racine WI

\$5 million capital campaign to fund Phase III of the community sports complex and athletic field development at The SC Johnson Community Sports Complex at Pritchard Park. The Phase III development will include a synthetic turf baseball field, synthetic turf softball field and expansion and completion of the entry plaza and team drop-off/pick-up area. This campaign was suspended during Covid and is now resuming.

MT Boyle, Racine County Assistant to County Executive

(262) 977-1186 | MT.Boyle@racinecounty.com

Milwaukee Rescue Mission

Feasibility Study and \$13 million capital campaign to build an institutional anchor for the neighborhood, including a Child Enrichment Center for infants and toddlers, education for grades K4-12, and Cradle-to-Career Community Programming for adults and families (basic needs, career support, education and general resource).

Barbara Vanderburgh, Vice President of Advancement

(414) 935-0211 | barb.vanderburgh@milmission.org

[See short video testimonial at mcdonaldschaefer.com](https://mcdonaldschaefer.com)

Lutheran Home Foundation Wauwatosa, WI

Feasibility study and capital campaign management for \$10 million campaign for a new Memory Care unit.

Heidi Mayer, Executive Director

(414) 256-6836 | Heidi.Mayer@thelutheranhome.org

[See short video testimonial at mcdonaldschaefer.com](https://mcdonaldschaefer.com)



McDonaldSchaefer

Fund Development Advisors to Nonprofits

Milwaukee | Madison

Phase 2

Proposal for Capital Campaign Management Services

Prepared for

City of Pewaukee

June 2021

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Abbreviated Proposal

In addition to this proposal, McDonald Schaefer has submitted a companion proposal for Feasibility Study Services (Phase 1). To reduce redundancy, we have included our Firm Description, Team Credentials and Client References in that proposal. This Phase 2 proposal will therefore be more abbreviated.

What we Do

McDonald Schaefer provides **value** to nonprofit organizations conducting capital campaigns in three significant ways:



Process – We specialize in planning and directing successful multimillion-dollar capital campaigns. Our years of experience in this field have propelled many of our clients to historically unprecedented campaign successes. Campaigns are made up of hundreds of moving parts and the systems and processes that we have developed in the field over the years dramatically improve the efficiency and effectiveness of the campaigns we direct, as well as markedly improving their probability of success.



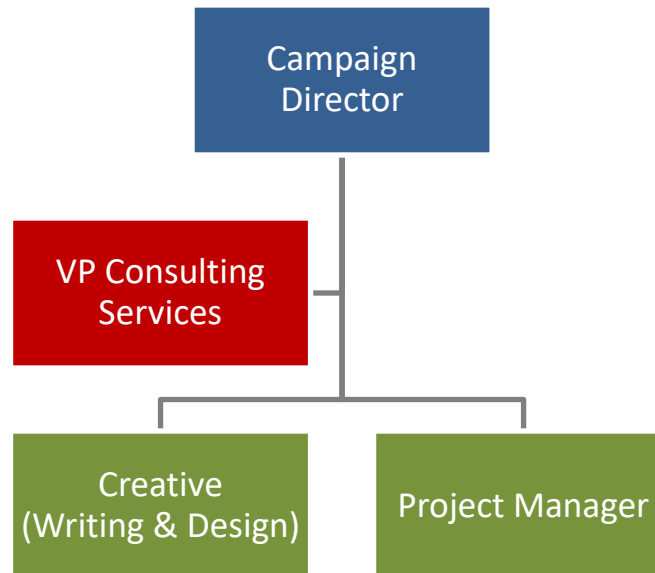
Discipline – Campaigns involve dozens of key stakeholders, from board members to donors to volunteer fundraisers and staff. We are adept at directing the logistics of campaigns and engaging those involved and focusing their efforts to yield the productivity campaigns require. McDonald Schaefer drives the entire process. We provide the professional discipline that ensures a sustained rhythm and momentum – week to week and month to month – that carries the campaign all the way to its goal.



Capacity – Few nonprofits could imagine taking on the considerable demands of a major capital campaign alone, in addition to regular staff duties. Most are working tirelessly just to meet the mission and budget needs of the organization. Nonprofits often need more bandwidth when taking on a campaign. By assigning a campaign team to the fundraising project, we effectively double or triple the resources dedicated to your campaign. This type of full and proper resourcing is often the difference between struggling campaigns that may never reach their goal – or take several years to do so – and campaigns that march steadily toward their goal with enough people to get the job done expeditiously.

Team Strength

One of McDonald Schaefer's strengths is how we will resource your campaign. We will assign a team including a:



By assigning expert team members to support the campaign, we ensure it achieves optimal results and stays on schedule. Our executive leadership team, including Dave Malone (President) and Andrea Speth (Vice-President) will oversee the process. Our experienced Campaign Director will provide primary services and our on-site consultation will be supported by an experienced team of project management and creative professionals.

Capital Campaign Management Services

For over 20 years, McDonald Schaefer has planned, tested and directed successful capital and endowment campaigns for hundreds of millions of dollars. By applying best practices and a wealth of experience, we will develop and manage a detailed plan for your campaign and serve as Campaign Directors, overseeing the effective implementation of the plan and ensuring steady progress. As Campaign Directors, we work in partnership with your organization's staff and volunteer leadership, providing comprehensive campaign services that keep your campaign moving forward toward its goal.

To use an analogy, we are something like the football quarterback on the field, calling the plays and managing the game. Another apt analogy is a symphony conductor who sees the entire musical score before us and sets the tempo for the performance, queuing the right musicians at the right time and keeping everyone moving together in harmony. In each of these analogies, successful outcomes depend on a team of people working together toward common goals and objectives; the same is true of capital campaigns.

Your campaign will generally follow this sequence:



As Campaign Directors, McDonald Schaefer will:

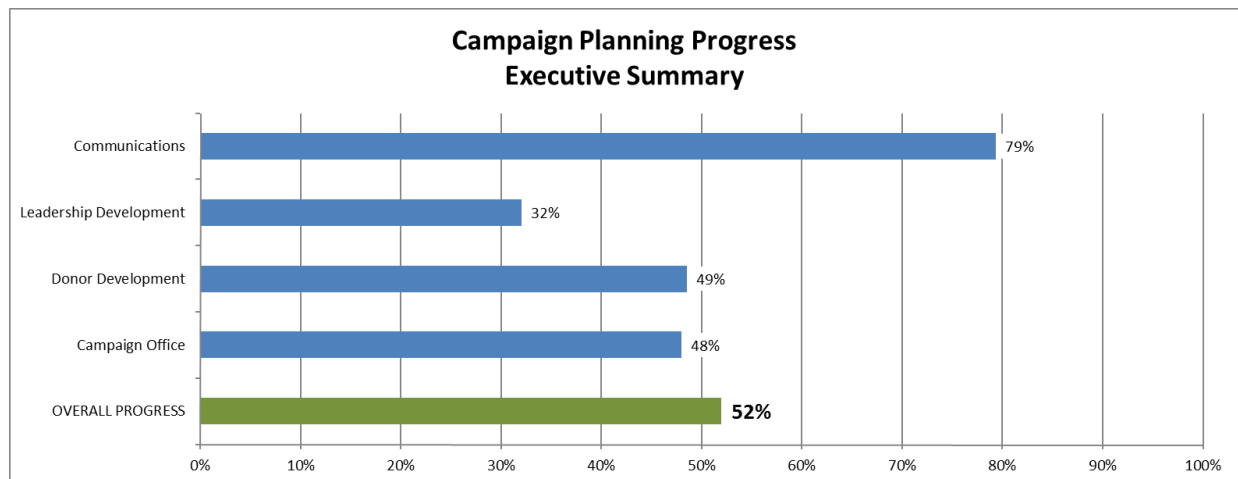
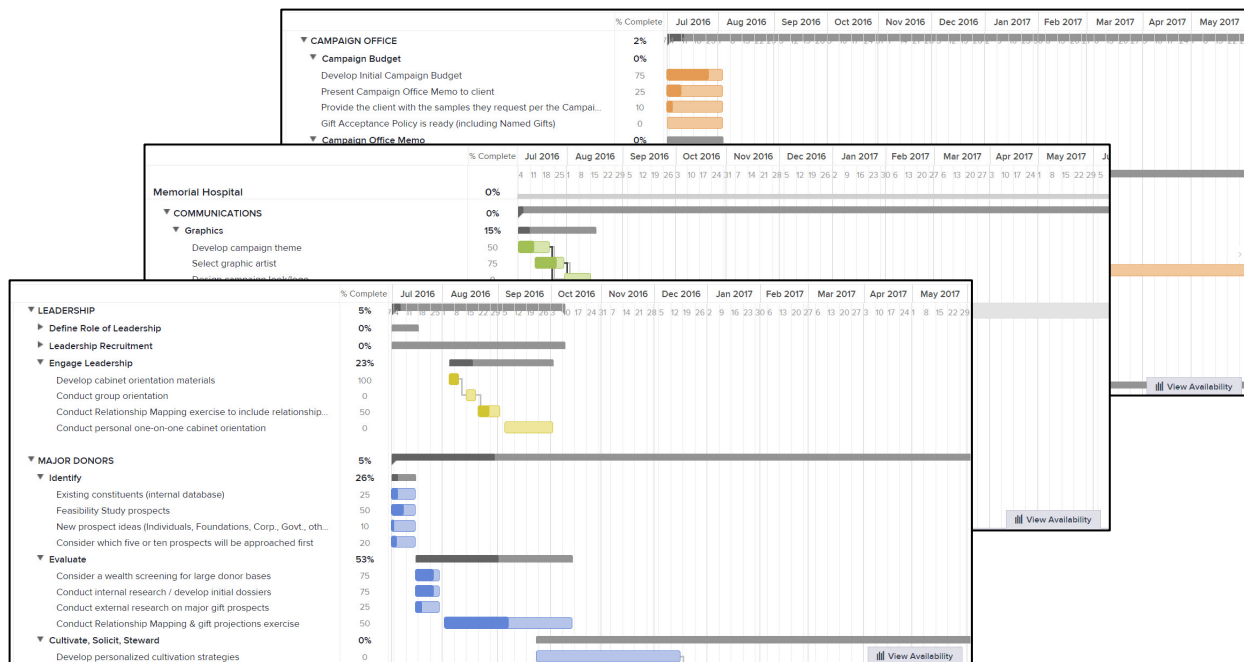
- **Work** directly with staff to manage internal campaign objectives.
- **Meet** regularly with board and campaign cabinet members individually to support their work cultivating prospects, soliciting gifts and stewarding donors.
- **Write and produce** a substantial amount of campaign communications pieces including: letters, a master grant, website content, videos, progress reports and more.
- **Integrate** prospect research into outreach strategies to ensure our cabinet is equipped with the right information and to ensure the maximum outcomes for gifts.
- **Track** all campaign movement in our custom database that produces management reports used daily to advance hundreds of campaign moves simultaneously.
- **Develop** report formats and frequencies for keeping key team members apprised of progress, and regularly produce and distribute such reports. These include: campaign progress reports for the board, cabinet and staff; eNewsletters; and Campaign Flash emails sent periodically to announce important developments such as when major gifts are received or major campaign benchmarks are achieved.
- **Plan and manage** various special events related to the campaign such as key cultivation events, the public campaign kickoff and groundbreaking ceremonies.

Innovative Campaign Management

Through years of directing successful capital campaigns, we have developed a proprietary and comprehensive campaign management system called TABS[®], for Task Assurance Benchmarking System. TABS[®] integrates several innovative tools we have designed for effective campaign management.

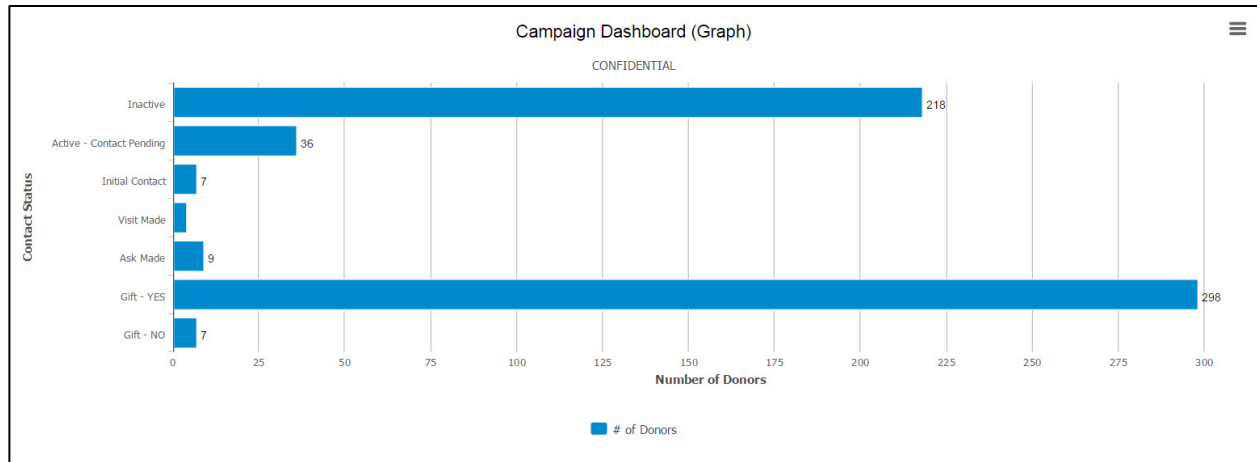
Campaign Planning

During the all-important planning phase, TABS[®] ensures that each important campaign variable and the many moving parts of a capital campaign are working together to achieve the best result. Integrated into project management software, TABS[®] maps the entire campaign plan and schedule and regularly compares actual campaign progress against established performance benchmarks.



Campaign Management

An important component of TABS® is our campaign management database that tracks and manages a substantial amount of donor data, as well as all significant donor contact and produces key management reports vital to volunteer involvement and donor engagement.



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Status of all Active Prospects - Sorted by Status

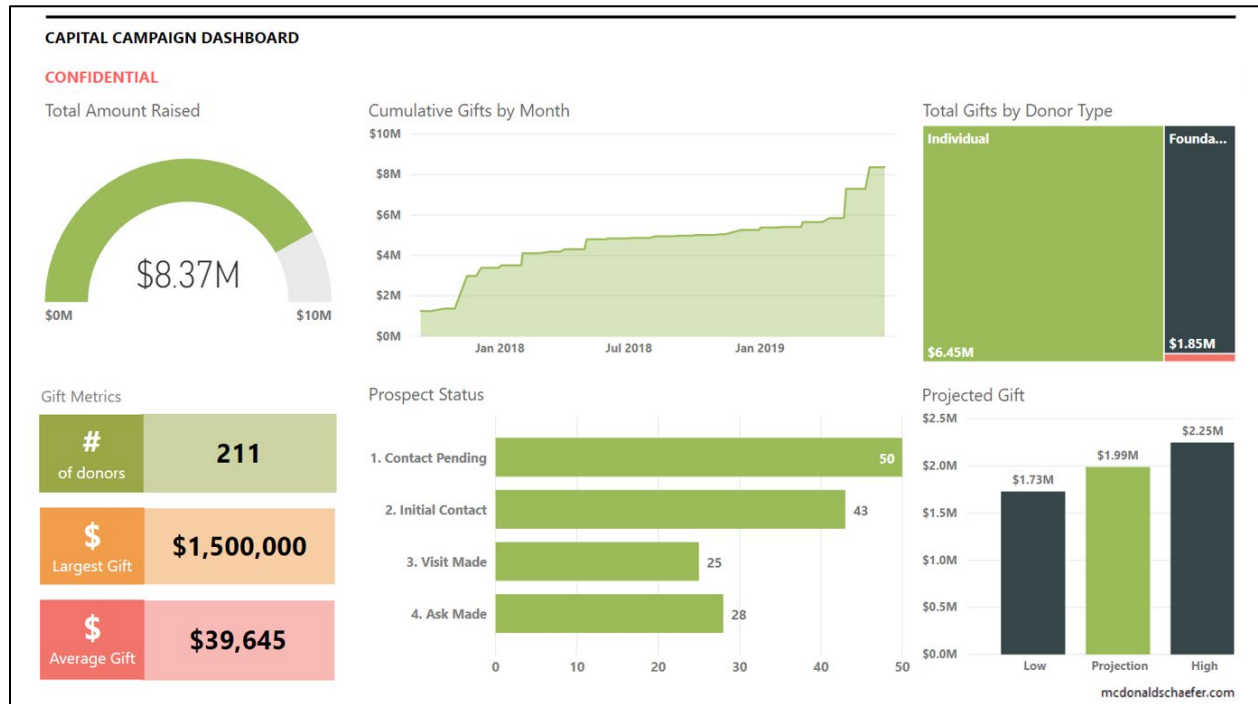
10 Donors										(Do not print on reports is not '1' AND ...)	
	Donor Name	Solicitor 1	Low	High	Projection	Ask	Contact Pending	Initial Contact	Visit Made	Ask Made	Gift Decision
Ask Made (1 Donor)											
	Nelson, Jordy	Devine, Dan	\$100,000	\$250,000	\$175,000	\$100,000					
TOT			\$100,000	\$250,000	\$175,000	\$100,000					
Visit Made (3 Donors)											
	Abbrederis, Jared	McCarthy, Mike	\$5,000	\$10,000	\$7,500	\$10,000					
	Adams, Davante	McCarthy, Mike	\$75,000	\$100,000	\$87,500	\$100,000					
	Matthews, Clay	Svenson, Chad	\$100,000	\$250,000	\$175,000	\$250,000					
TOT			\$180,000	\$360,000	\$270,000	\$360,000					
Initial Contact (3 Donors)											
	Cobb, Randall	Devine, Dan	\$10,000	\$25,000	\$17,500	\$25,000					
	Janis, Jeff	Favre, Brett	\$1,000	\$2,500	\$1,750	\$2,500					
	Starks, James	McCarthy, Mike	\$50,000	\$100,000	\$75,000	\$75,000					
TOT			\$61,000	\$127,500	\$94,250	\$102,500					
Active - Contact Pending (3 Donors)											
	Jones, James	Favre, Brett	\$500,000	\$750,000	\$625,000	\$500,000					
	Lacy, Eddie	McCarthy, Mike	\$10,000								
	Rodgers, Aaron	Favre, Brett	\$150,000								
TOT			\$660,000								
TOT			\$1,001,000								

Grouped by Projected Gift in \$100,000 increments

TOTALS						
	Projection	Number of Donors	Low	High	Projection	Ask
		Graph	Graph	Graph	Graph	Graph
DETAILS	1,000,000 to 1,100,000	1	\$100,000	\$2,000,000	\$1,050,000	\$2,000,000
DETAILS	900,000 to 1,000,000	1	\$500,000	\$1,000,000	\$911,228	\$0
DETAILS	700,000 to 800,000	1	\$500,000	\$1,000,000	\$750,000	\$500,000
DETAILS	600,000 to 700,000	1	\$500,000	\$750,000	\$625,000	\$500,000
DETAILS	500,000 to 600,000	3	\$130,000	\$3,000,000	\$1,565,000	\$750,000
DETAILS	300,000 to 400,000	2	\$350,000	\$1,000,000	\$675,000	\$1,100,000
DETAILS	200,000 to 300,000	7	\$201,250	\$3,241,670	\$1,721,460	\$750,000
DETAILS	100,000 to 200,000	38	\$1,540,250	\$9,232,499	\$5,080,531	\$1,379,000
DETAILS	0 to 100,000	926	\$2,045,092	\$7,805,410	\$4,717,705	\$2,638,600
Totals (9 groups)		980	\$5,866,592	\$29,029,579	\$17,095,924	\$9,617,600

Campaign Performance

The TABS® Digital Campaign Dashboard provides your leadership team with a simple visual presentation of the major campaign metrics in real-time, right from your computer. This one-page summary of key variables gives a snapshot of the campaign's status and health.



Scope of Services

McDonald Schaefer will develop a comprehensive plan that focuses on known campaign priorities. Having planned, tested and managed several multimillion-dollar capital campaigns, we know the four fundamentals common to successful campaigns:

1. **Communications (including an inspiring case for support)**
2. **Bold leadership**
3. **Committed major donors**
4. **Campaign Infrastructure**

McDonald Schaefer can serve in different capacities, ranging from **Campaign Director**, where our campaign management team provides day-to-day, hands-on management of the campaign, to **Campaign Advisor** who provides high level strategic direction, helps establish performance benchmarks, sets current priorities, develops important strategies and regularly monitors campaign progress while your organization's staff execute the campaign plan.

To afford our clients the best match for their needs, we offer three levels of service as detailed in the Scope of Services in Appendix A.

Please see Appendix A to review Scope of Service options.

Fees

The overall expense of fundraising for a major capital campaign commonly runs in the range of 5% - 15% of the campaign goal. This includes fees for professional campaign management and other campaign related expenses such as brochures, direct mail, campaign website, special events, etc. Costs as a percent of the goal tend to be higher for campaigns with smaller goals and lower for campaigns with larger goals.

Capital campaigns are among the most cost-efficient strategies for fundraising. Fees for professional fundraising services are among several fees for projects of this nature such as architectural fees, engineering fees, contractor fees, banking fees, legal fees, realtor fees, etc. It is common to add the cost of fundraising to the campaign goal as a legitimate project cost.

Please see Appendix A to review Fee options.

Good-faith Estimate

These fees are a good-faith estimate of the work that will be required for your campaign; we believe they are accurate and reliable. However, if significantly less or more time is needed to help you achieve your goals, due to circumstances unknown to us now or that may develop during the course of our working relationship, we will notify you that an adjustment may be needed and will discuss a mutually agreeable fee adjustment.

Contract Conclusion

If the campaign goal should be met ahead of schedule, the agreement for campaign management services will conclude early and no further fees will be required other than fees for the month of termination. If it should take longer than anticipated to meet the campaign goal, McDonald Schaefer's involvement may be extended under new terms agreed upon by both parties at that time. Either party may terminate the agreement without cause with 30 days' written notice.

Reimbursable Travel Expenses

Reimbursable travel expenses include:

- Mileage billed at then current IRS mileage reimbursement rate

Should overnight or out-of-town travel be required (such as to visit a distant donor prospect or campaign leader) more than 60 miles outside of your community:

- Airfare, rental car, taxi, parking, tolls, meals, lodging and other travel expenses as necessary
- Travel-time, discounted by 50% to \$75 per hour (½ our normal rate)
- These expenses are subject to your approval

Virtual meetings can reduce travel expenses.

Expenses are billed at cost, subject to your approval, and submitted monthly.

Excluded Services

McDonald Schaefer will participate in developing concepts for many of the important campaign tools listed below but the cost to produce these items is a campaign expense and the responsibility of the client:

- Website development
- Video design and production
- Grant writing
- Printing of campaign promotional materials (e.g. case for support, stationery, folders, note cards, envelopes, etc.)
- Direct mail processing (e.g. mailing list, mail house services, postage)
- Signage (e.g. promotional campaign signage, donor recognition signage)
- Special events
- Digital marketing (banner advertising, email fundraising, etc.)
- Print and broadcast marketing, if any

Recorded Webinar




To view an informative 30-minute webinar about the Capital Campaign experience, please visit our [free resource page](#).

Valid For

This proposal is valid for 30 days.


Scope of Services Options

This Scope of Services table summarizes the major steps in planning and running a capital campaign and outlines an initial division of tasks between McDonald Schaefer and our clients based on the Option selected. The Options are flexible to allow you to tailor our services to your particular needs and we may jointly elect to move some of the tasks from one column to another. Note that this list summarizes broad topics and clients should cautiously consider the "right" option for them as many of these steps involve dozens of related substeps and require extensive experience, time, and resources.

Scope of Services <i>OPTIONS</i>		1 Campaign Director \$11,900/mo.		2 Campaign Manager \$8,900/mo.		3 Campaign Advisor \$5,900/mo.	
Task		 MS	Client	 MS	Client	 MS	Client
CAMPAIGN LEADERSHIP							
1 Define the role of volunteer campaign leadership		✓	✓	✓	✓	✓	✓
2 Develop job descriptions for all leadership positions		✓		✓		✓	
3 Develop leadership profile		✓		✓		✓	
4 Define Cabinet hierarchy		✓		✓		✓	
5 Identify leadership candidates		✓	✓	✓ ⁻	✓ ⁺		✓
6 Research (internal/external) leadership candidates		✓		✓			✓ [*]
7 Evaluate leadership candidates		✓	✓	✓	✓	✓	✓
8 Prioritize list of candidates		✓	✓	✓	✓	✓	✓
9 Develop personal recruitment strategies		✓	✓	✓	✓	✓	✓
10 Develop recruitment materials/tools		✓		✓			✓ [*]
11 Recruit Honorary Chair(s), Working Chair(s), regular cabinet members		✓	✓	✓ ⁻	✓ ⁺		✓
12 Develop cabinet orientation and training materials		✓		✓		✓ ⁻	✓ ⁺
13 Conduct Relationship Mapping exercise to link cabinet members and donor prospects		✓		✓		✓	
14 Provide group cabinet orientation and asking training for board, campaign cabinet and staff		✓		✓		✓	
15 Provide one-on-one follow up training sessions after group session		✓		✓			✓ [*]
16 Meet regularly with board and campaign cabinet members individually to support their work engaging prospects, asking for gifts and stewarding donors		✓		✓		✓	✓
17 Frequently update leadership team on campaign status and progress		✓		✓	✓		✓ [*]



* McDonald Schaefer to provide guidance and/or samples.

+/- A plus sign indicates primary responsibility; a minus sign indicates secondary responsibility

Scope of Services <i>OPTIONS</i>		1 Campaign Director \$11,900/mo.		2 Campaign Manager \$8,900/mo.		3 Campaign Advisor \$5,900/mo.	
Task		 MS	Client	 MS	Client	 MS	Client
18	MAJOR DONOR DEVELOPMENT						
19	Develop gift chart	✓		✓		✓	
20	Segment prospect list into tiers and recommend different engagement and asking strategies	✓		✓		✓	
21	Compile initial prospect list based on the organization's contacts, feasibility study results, and leads from new sources	✓	✓	✓	✓		✓*
22	Conduct wealth screening and analytics for up to 2,500 prospects	✓		✓		✓	
23	Conduct research for selected top donors per a defined budget proportionate to selected Scope of Services	✓		✓		✓	
24	Conduct ongoing basic research for additional prospective donors	✓		✓	✓		✓*
25	Conduct rating sessions with leadership team to evaluate donor prospects	✓		✓		✓	✓
26	Develop Schedule of Asks by qualifying and prioritizing prospects based on projected gift, ask readiness and personal connections to prospect	✓	✓	✓	✓	✓	✓
27	Assign major prospects to members of the leadership team	✓	✓	✓	✓	✓	✓
28	Develop personalized engagement & asking strategies for lead gift prospects	✓	✓	✓	✓	✓	✓
29	Develop personalized engagement & asking strategies for other major gift prospects for duration of campaign	✓	✓	✓	✓	✓	✓
30	Lead the active asking stage and serve as the driving force by coordinating engagement & asking strategies with leadership team throughout the campaign and serving as primary contact for campaign cabinet	✓		✓		✓	✓
31	Accompany volunteers on selected asking calls when necessary	✓	✓	✓-	✓+		✓

* McDonald Schaefer to provide guidance and/or samples.

+/- A plus sign indicates primary responsibility; a minus sign indicates secondary responsibility

Scope of Services OPTIONS		1 Campaign Director \$11,900/mo.		2 Campaign Manager \$8,900/mo.		3 Campaign Advisor \$5,900/mo.	
Task		 MS	Client	 MS	Client	 MS	Client
32	COMMUNICATIONS						
33	Develop campaign theme and tagline	✓	✓	✓	✓		✓*
34	Write communications pieces per a defined budget proportionate to selected scope of services	✓	✓	✓	✓		✓*
35	Design campaign logo, case statement, small brochure, stationery, envelopes, folders, notecards per a defined budget proportionate to selected scope of services	✓	✓	✓	✓		✓*
36	Develop gift/pledge form	✓		✓			✓*
37	Define Giving Levels	✓		✓			✓*
38	Recommend/Develop Named Gift Opportunities	✓		✓	✓	✓~	✓+
39	Define on-site recognition program	✓	✓	✓	✓		✓*
40	Develop digital & multimedia campaign strategies (does not include finished products) including:						
41	Campaign website	✓		✓		✓~	✓+
42	Campaign eNewsletter	✓		✓		✓~	✓+
43	Campaign video	✓		✓		✓~	✓+
44	Social media tools	✓		✓		✓~	✓+
45	Develop press network strategy	✓		✓	✓		✓*
46	Develop on-site signage strategy	✓		✓	✓		✓*
47	Develop other campaign promotional materials	✓		✓	✓		✓*
48	Develop comprehensive direct mail strategy	✓		✓	✓	✓~	✓+
49	Develop a PowerPoint presentation	✓		✓			✓*
50	Prepare press kits	✓		✓			✓*
51	Write a master foundation inquiry and proposal	✓		✓		✓	
52	Grant-writing		✓		✓		✓
53	Prepare numerous campaign-related documents (letters, proposals, follow ups, etc.), ready for signature, for various volunteers and staff	✓		✓	✓	✓~	✓+
54	Plan special events (campaign kickoff, groundbreaking event, grand opening), promotions and public outreach	✓	✓	✓	✓		✓*
55	Write special event scripting	✓		✓	✓		✓*
56	Develop concepts for special event graphics (programs, easel displays, PowerPoint)	✓		✓			✓*
57	Develop stewardship communication strategies	✓		✓	✓		✓*

* McDonald Schaefer to provide guidance and/or samples.

+/- A plus sign indicates primary responsibility; a minus sign indicates secondary responsibility

Scope of Services <i>OPTIONS</i>		1 Campaign Director \$11,900/mo.		2 Campaign Manager \$8,900/mo.		3 Campaign Advisor \$5,900/mo.	
Task		 MS	Client	 MS	Client	 MS	Client
58 CAMPAIGN OFFICE							
59 Develop comprehensive campaign plan		✓		✓		✓	
60 Update or develop Gift Acceptance policy		✓		✓	✓		✓*
61 Update or develop Deferred Gift policy		✓		✓	✓		✓*
62 Update or develop Named Gift policy		✓		✓	✓		✓*
63 Confirm or develop Stock Transfer Instruction Sheet		✓		✓			✓*
64 Develop tiered gift acknowledgement plan		✓		✓	✓		✓*
65 Develop pledge reminder system		✓		✓	✓		✓*
66 Develop named gift system tracking system		✓		✓			✓*
67 Schedule recurring group and one-on-one meetings with cabinet members		✓		✓	✓		✓*
68 Coordinate direct mail campaign with mail house		✓		✓	✓		✓*
69 Prepare documents for campaign meetings including agendas, timelines, gift reports, forecasts, etc.		✓		✓	✓		✓*
70 Develop personalized proposals for individual donors when needed		✓		✓	✓		✓*
71 Track all prospect data and moves management in campaign database		✓		✓		✓	
72 Provide grant research		✓		✓		✓	
73 Store and manage inventory of campaign promotional materials			✓		✓		✓
74 Routinely assemble campaign materials into campaign folders, ready for use by campaign volunteers			✓		✓		✓
75 Coordinate campaign special events (engagement events/receptions, public campaign announcement, groundbreaking, campaign celebration)			✓*		✓*		✓*
76 Manage production of campaign newsletter and/or other identified communication tools			✓*		✓*		✓*
77 Record gifts, acknowledge donors, notify involved team leaders			✓		✓		✓
78 Track pledges, issue reminders when due			✓		✓		✓
79 Maintain campaign website, social media channels and other digital applications			✓		✓		✓

* McDonald Schaefer to provide guidance and/or samples.

+/- A plus sign indicates primary responsibility; a minus sign indicates secondary responsibility

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 7.**

DATE: July 19, 2021

DEPARTMENT: Planning

PROVIDED BY:

SUBJECT:

Discussion and Possible Action Regarding **Ordinance 21-06** Rezoning the Property Located at N6 W27539 Northview Road (PWC 0983-999-005) from Rs-1 Single-Family Residential to Rs-4 Single-Family Residential as Requested by Debra Aukofer [Fuchs]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Aukofer Rezoning & CSM Staff Report

Aukofer rezoning application & map

Ordinance 21-06 Aukofer Rezone



Office of the Planner & Community Development Director
W240 N3065 Pewaukee Road
Pewaukee, Wisconsin 53072
Phone (262) 691-0770 Fax (262) 691-1798
fuchs@pewaukee.wi.us

REPORT TO THE PLAN COMMISSION

Meeting of July 15, 2021

Date: July 8, 2019

Project Name: Aukofer Rezoning and Certified Survey Map

Project Address/Tax Key No.: N6W27539 Northview Road/Tax Key Nos. 0983999005

Applicant: Debra A. Aukofer

Property Owner: Debra A. Aukofer

Current Zoning: Rs-1 Single-Family Residential District

Proposed Zoning: Rs-4 Single-Family Residential District

2050 Land Use Map Designation: Low-Medium Density Residential (1/2 Ac. - 2 AC. / D.U.)

Use of Surrounding Properties: Single-family to the north, south, east and west

Project Description

At their June 17, 2021 meeting, the Plan Commission tabled the Aukofer Rezoning and Certified Survey Map as the applicant requested to make revisions to the configuration of the three proposed lots. Note that the rezoning public hearing was open and closed at this meeting.

Below is a description of the requested rezoning and the most up-to-date Certified Survey Map.

Rezoning:

The applicant filed a Rezoning Application requesting approval to rezone property located at N6W27539 Northview Road from Rs-1 Single-Family Residential District to Rs-4 Single-Family Residential District.

The property is designated as Low-Medium Density Residential on the City's Year 2050 Land Use/Transportation Plan; therefore, the rezoning is consistent with the City's Comprehensive Master Plan.

The rezoning also matches the zoning of the Arrowhead Trails Subdivision located directly to the east.

Certified Survey Map:

A Certified Survey Map was also submitted requesting to divide the existing 5.48-acre lot into three separate parcels. Lot 1 has an area of 1.010-acres and is vacant. Lot 2 has an area of 2.889-acres and consists of the existing home, detached garage, and barn. Lot 3 has an area of 1.577-acres and is also vacant.

All proposed lots comply with the Rs-4 District minimum lot size of 20,000 square feet and minimum lot width at the setback line of 110-feet. The existing home and detached garage also meet the Rs-4

District development standards. Staff is recommending that all lots connect to public sewer, including the existing home on Lot 2.

It can be noted, and the applicant has been made aware, that if land disturbance to develop these lots exceeds 1-acre, storm water management requirements must be met. Staff recommends that a separate plan illustrating the anticipated areas of land disturbance, including driveways and the area needed to construct the homes be provided to the Engineering Department for review and conceptual approval prior to recording the CSM.

It can further be noted that the applicant has been made aware that Lot 1 and 3 will require access approval from the City. Staff also indicated that there are assessments that will be due prior to recording the CSM.

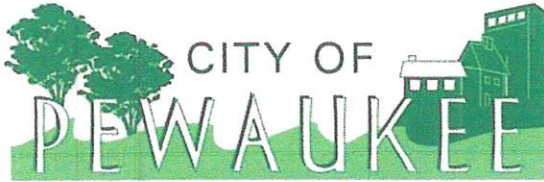
Finally, staff is not necessarily opposed or concerned with the proposed lot configuration considering the existing lot size and location, but please be aware of the City's lot design standard below.

18.0800f.(5) Excessive Depth of Lots in relation to width shall be avoided and a proportion of two to one (2:1) shall be considered a maximum depth to width ratio under normal conditions. Lots shall normally be rectangular in shape and lots having more than five (5) sides shall be avoided. Depth of lots or parcels designated for commercial or industrial use shall be adequate to provide for all off-street service and parking required by the use contemplated.

Recommendation

A motion recommending approval of the rezoning request to rezone property located at N6W27539 Northview Road from Rs-1 Single-Family Residential District to Rs-4 Single-Family Residential District.

A motion recommending approval of a 3 Lot Certified Survey Map for property located at N6W27539 Northview Road, subject to staff's recommended conditions noted in this report.



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Pewaukee, Wisconsin 53072
Phone (262) 691-0770
Fax (262) 691-1798
fuchs@pewaukee.wi.us

PETITION FOR A REZONING DISTRICT MAP AMENDMENT

TO THE HONORABLE MAYOR AND COMMON COUNCIL OF THE CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

The undersigned hereby petitions the Common Council of the City of Pewaukee, Waukesha County, Wisconsin to rezone the following property **FROM** Rs-1

zoning district(s) **TO** Rs-4 zoning district(s):

Legal description of property to be rezoned – Please attach.

Common property description or name:

Property Address: N6W27539 Northview Rd. **Tax Key Number(s):** PWC 0983999005

Property owner(s) (Full Legal Name): Debra A. Aukofer

Owner's Address: N6W27539 Northview Rd. **City/State/Zip:** Waukesha, WI 53188

Phone: 262-744-0682 **Email:** Debraaukofer@yahoo.com

This amendment to the zoning map is being proposed in order to Downsize partial w. th house to make it more manageable for widow spouse

Applicant (Full Legal Name):

Name: Debra A. Aukofer

Company:

Address: N6W27539 Northview Rd.

City/State/Zip: Waukesha WI 53188

Phone: 262-744-0682

Email: Debraaukofer@yahoo.com

Contact Person (Full Legal Name):

Name: Steve Beres (Stephen A.)

Company: John Beres Builders

Address: 17909 W. Lincoln Ave.

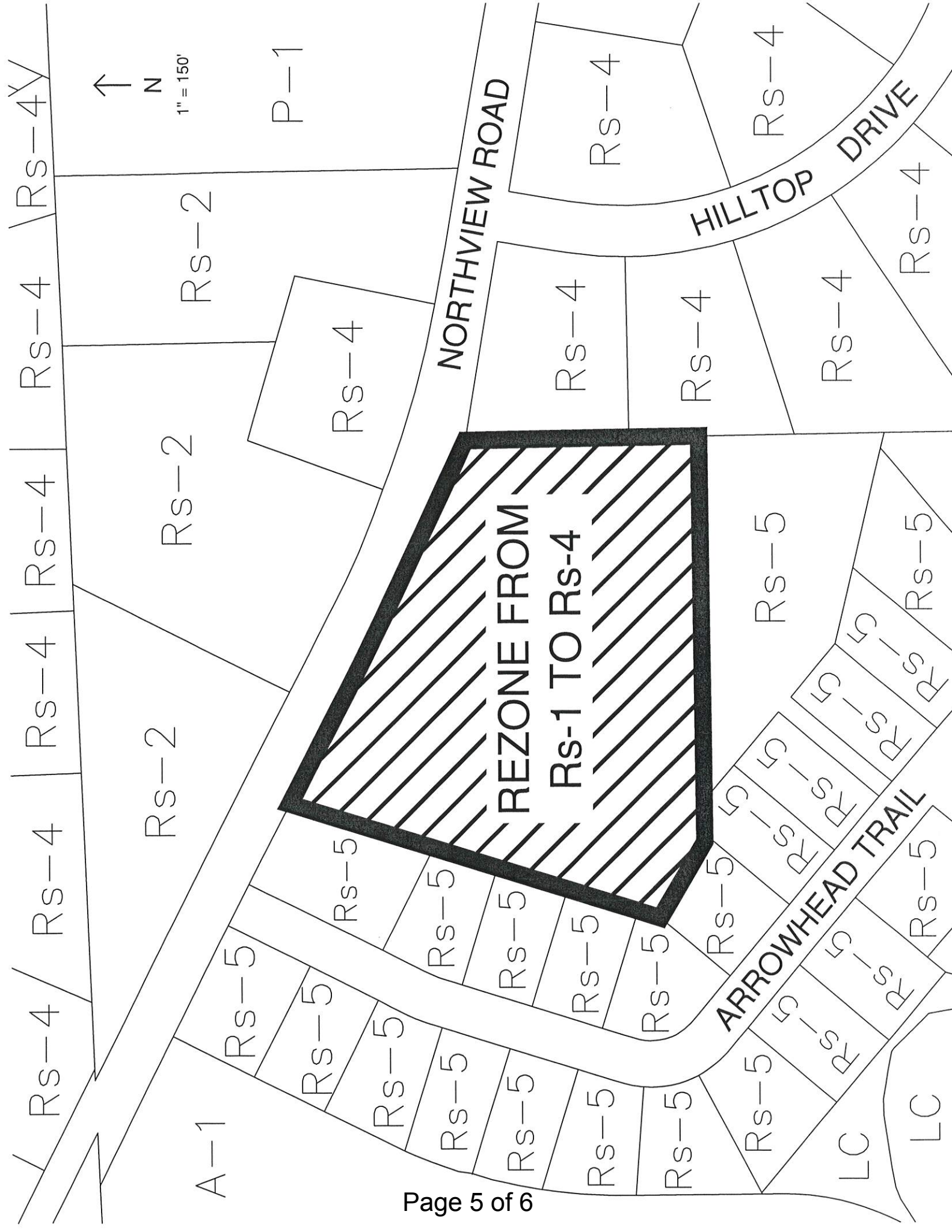
City/State/Zip: New Berlin, WI 53146

Phone: 414-333-2676

Email: Steve@johnberesbuilders.com

Rezoning submittals must include and be accompanied by the following:

- ☐ This Application form accurately completed with original signatures.
- ☐ Application Filing Fee, payable to the City of Pewaukee:
 - o \$400.00, plus cost for publication, notice and all attorney fees related to Project
- ☐ Five (5) complete collated sets of Application materials to include:
 - o A written project narrative detailing the request and proposed zoning as well as any future development plans or any proposed site or building improvements.
 - o A Rezoning Exhibit that illustrates the property boundaries, areas to be rezoned and specifically notes the existing and proposed zoning.
 - o Building and Site Plans as may be applicable.
- ☐ All application materials provided in a digital format (Adobe PDF). Materials may be submitted on a USB Flash Drive or emailed to hurd@pewaukee.wi.us.
- ☐ Note twelve (12) additional sets of plans will be required for Plan Commission following staff review of the initial submittal. These plans should be revised in response to staff comments as may be necessary.



STATE OF WISCONSIN

CITY OF PEWAUKEE

WAUKESHA COUNTY

ORDINANCE 21-06

**TO AMEND THE ZONING MAP OF
THE CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN**

The Common Council of the City of Pewaukee, Waukesha County, Wisconsin do ordain that the Zoning Map of the City of Pewaukee, Wisconsin is hereby amended to change the zoning classification of the property described below as follows:

FROM: **M-6 Mixed Industrial District**

TO: **M-1 General Wholesale Business / Warehouse District**

SECTION 1 - DESCRIPTION

Common Description:

LOT 1 CERT SURV 7955 VOL 68/328 REC AS DOC# 2102679 PT SW1/4 SEC 30 T7N R19E R2206/211

Tax Key Number: PWC 0983-999-005

Property Address: N6 W27539 Northview Road

This Amendment to the Zoning Map (Change in zoning) is being proposed for the purpose of: Splitting the property into three (3) separate lots in order to downsize the property.

SECTION 2 –SEVERABILITY

The several sections of this Ordinance are declared to be severable. If any section shall be declared by a decision of a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other provisions of the Ordinance.

SECTION 3 - ACTION

This Ordinance shall take effect upon passage and posting.

Dated this 19th day of July, 2021.

COMMON COUNCIL OF THE CITY OF PEWAUKEE

WAUKESHA COUNTY, WISCONSIN

Attest:

Steve Bierce, Mayor

Kelly Tarczewski, Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 8.**

DATE: July 19, 2021

DEPARTMENT: Planning

PROVIDED BY:

SUBJECT:

Discussion and Possible Action Regarding a Certified Survey Map for Debra Aukofer for Property Located at N6 W27539 Northview Road (PWC 0983-999-005) for the Purpose of Dividing the Property Into Three Separate Lots [Fuchs]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

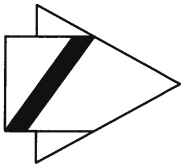
ATTACHMENTS:

Description

Aukofer Revised CSM

CERTIFIED SURVEY MAP NO. _____
Being a division of Lot 1 of Certified Survey Map No. 7955 and being part of the
Northeast 1/4 of the Southwest 1/4 of Section 30, Town 7 North, Range 19 East
CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

Sheet 1 of 4



SCALE IN FEET

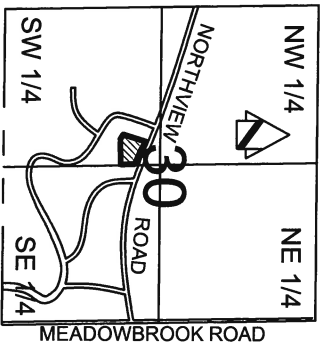


OWNER/SUBDIVIDER:
DEBRA A AUKOFFER
N6W27539 NORTHVIEW RD
WAUKESHA, WI 53188
PHONE: (262) 786-5003

SURVEYOR:
JOHN R. STIGLER, PLS
JAHNKE & JAHNKE ASSOC., INC.
711 WEST MORELAND BLVD.
WAUKESHA, WI. 53188-2479
PHONE: (262) 542-5797

LEGEND

- - 1" IRON PIPE FOUND
- - IRON PIPE 18" x 1" DIA. PLACED
- - 1.13 LBS. PER LIN. FT.
- ⊕ - SECTION CORNER MONUMENT
- ⊕ - CONC. W/ BRASS CAP
- ⊕ - EXISTING WELL

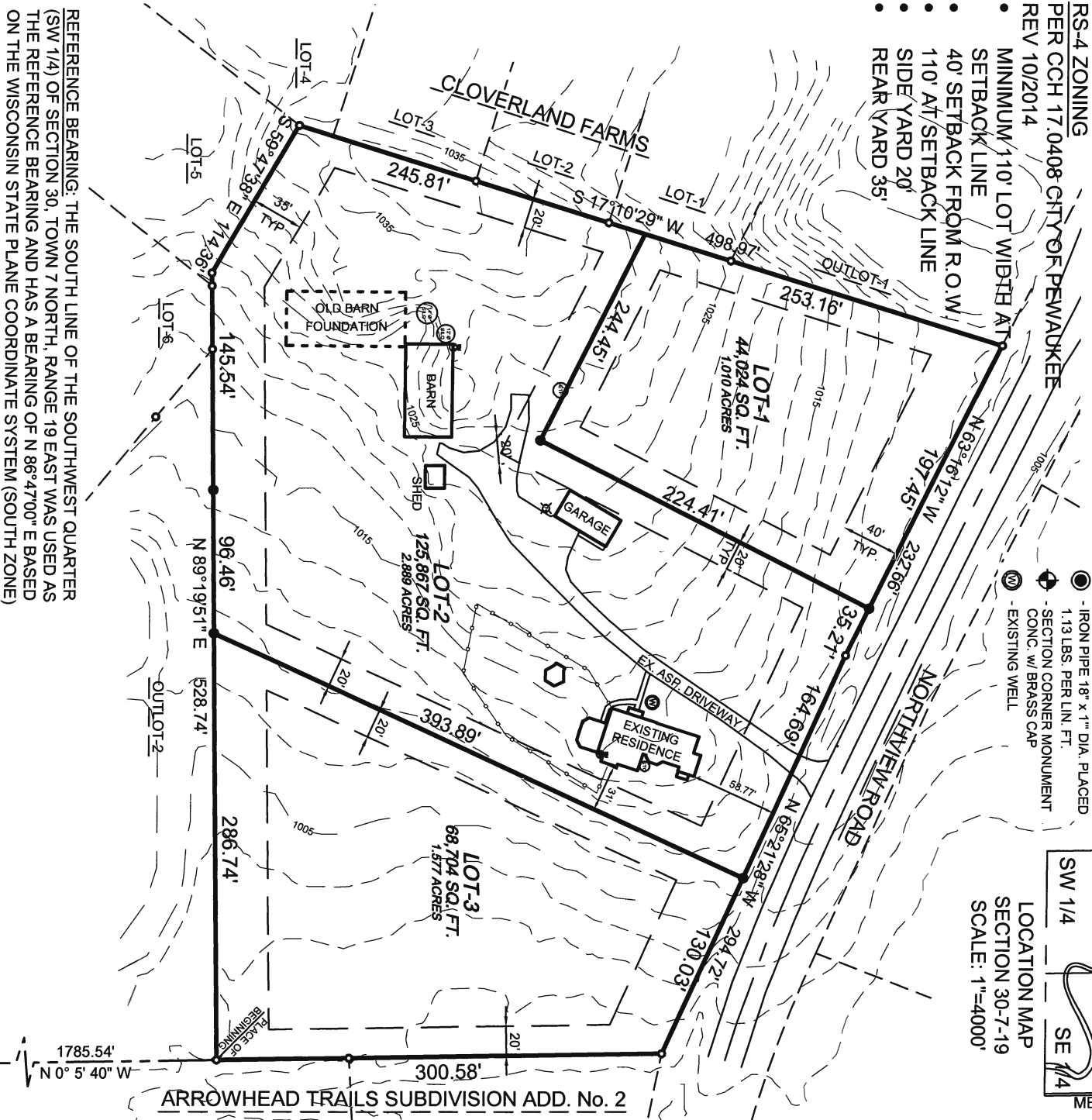


LOCATION MAP
SECTION 30-7-19
SCALE: 1"=400'

RS-4 ZONING

PER CCH 17.0408 CITY OF PEWAUKEE
REV 10/2014

- MINIMUM 110' LOT WIDTH AT SETBACK LINE
- 40' SETBACK FROM R.O.W.
- 110' AT/SETBACK LINE
- SIDE YARD 20'
- REAR YARD 35'



REFERENCE BEARING: THE SOUTH LINE OF THE SOUTHWEST QUARTER (SW 1/4) OF SECTION 30, TOWN 7 NORTH, RANGE 19 EAST WAS USED AS THE REFERENCE BEARING AND HAS A BEARING OF N 86° 47' 00" E BASED ON THE WISCONSIN STATE PLANE COORDINATE SYSTEM (SOUTH ZONE)

SW COR SW 1/4 30-7-19 2399.422' N 86° 47' 00" E SE COR SW 1/4 30-7-19
SOUTH LINE OF THE SW 1/4, SEC 30-7-17

JOHN R. STIGLER - Wis. Reg. No. S -1820
DATED this _____th DAY of _____, 2021

INSTRUMENT DRAFTED BY JOHN R. STIGLER

P.S. Pewaukee 3541
FILE NAME: S:\PROJECTS\12-1-822\DWG\12-1-822\8R1.DWG

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 9.**

DATE: July 19, 2021

DEPARTMENT: Planning

PROVIDED BY:

SUBJECT:

PUBLIC HEARING, Discussion and Possible Action Regarding a Comprehensive Master Plan Amendment to Change the Year 2050 Land Use/Transportation Plan Use Designation for the City of Pewaukee for Property Located at W225 N3131 Duplainville Road (PWC 0911-993-006) from Floodplains, Lowland & Upland Conservancy and Other Natural Areas, Medium Density Residential, and Government/Institutional to Government/Institutional [Fuchs]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

DPW Garage Staff Report & Exhibits

Resolution 21-07-27 Recommend Change

Ordinance 21-08 DPW Comp Plan



Office of the Planning & Community Development Director
W240 N3065 Pewaukee Road
Pewaukee, Wisconsin 53072
Phone (262) 691-0770 Fax (262) 691-1798
fuchs@pewaukee.wi.us

REPORT TO THE PLAN COMMISSION

Meeting of July 15, 2021

Date: July 7, 2021

Project Name: Pewaukee DPW Garage and Recycling Yard Comprehensive Master Plan Amendment & Rezoning

Project Address/Tax Key No.: W225N3131 Duplainville Road/PWC 0911993006

Applicant: City of Pewaukee

Property Owner: W225N3131 Duplainville Rd LLC

Current Zoning: I-2 Rural Institutional District and A-2 Agricultural District

2050 Land Use Map Designation: Floodplains, Lowland & Upland Conservancy and Other Natural Areas, Medium Density Residential, and Governmental/Institutional

Use of Surrounding Properties: Agriculture to the north, single-family residential and industrial to the south, industrial to the east and institutional and single-family residential to the west

Project Description

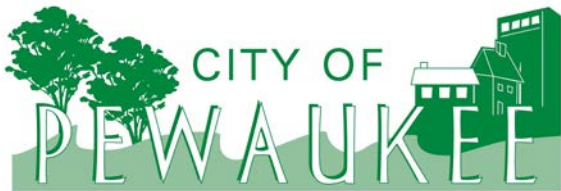
At their June 17, 2021 meeting, the Plan Commission approved Site & Building Plans for the construction of a new Department of Public Works garage and recycling yard upon property located at W225N3131 Duplainville Road. The approval was contingent upon approval of a Comprehensive Master Plan Amendment and Rezoning of the property.

As such, attached are the needed applications and exhibits to amend the current future land use designation **from** Floodplains, Lowland & Upland Conservancy and Other Natural Areas, Medium Density Residential, and Governmental/Institutional **to** Government/Institutional and to change the zoning **from** I-2 Rural Institutional District and A-2 Agricultural District **to** I-2 Rural Institutional District.

Note that the City is continuing discussions to purchase a portion of the property located to the east owned by Quad Graphics, Inc. If this purchase is made and the land incorporated into the City property, another Comprehensive Master Plan Amendment and Rezoning Application will be required to incorporate that area into the City's property.

Recommendation

A motion to approve the Comprehensive Master Plan Amendment and Rezoning for the City's DPW garage and recycling yard for property located at W225N3131 Duplainville Road.



Office of the Planner & Community Development Director
W240 N3065 Pewaukee Road
Pewaukee, Wisconsin 53072
Phone (262) 691-0770
Fax (262) 691-1798
fuchs@pewaukee.wi.us

PETITION FOR AN AMENDMENT TO THE COMPREHENSIVE MASTER PLAN

TO THE HONORABLE MAYOR AND COMMON COUNCIL OF THE CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

The undersigned hereby petitions the Common Council of the City of Pewaukee, Waukesha County, Wisconsin to amend the City's Year 2050 Land Use/Transportation Plan land use designation for the following property
FROM Floodplains, Lowland & Upland Conservancy and Other Natural Areas, Medium Density Residential, and Government/Institutional
TO Government/Institutional

Legal description of property to be rezoned – Please attach.

Common property description or name: _____

Property Address: W225N3131 Duplainville Road **Tax Key Number(s):** 0911993006

Property owner(s) (Full Legal Name): W225N3131 Duplainville Rd LLC

Owner's Address: 5715 Highway 83 **City/State/Zip:** Hartland, WI 53029-9702

Phone: _____ **Email:** _____

This amendment to the zoning map is being proposed in order to Construct a new DPW garage and recycling yard for the City of Pewaukee

Applicant (Full Legal Name):

Name: Scott Klein, City Administrator

Company: City of Pewaukee

Address: W240N3065 Pewaukee Road

City/State/Zip: Pewaukee, WI 53072

Phone: 262-691-0770

Email: klein@pewaukee.wi.us

Contact Person (Full Legal Name):

Name: Same as applicant

Company: _____

Address: _____

City/State/Zip: _____

Phone: _____

Email: _____

Comprehensive Master Plan Amendment submittals must include and be accompanied by the following:

- ☐ This Application form accurately completed with original signatures.
- ☐ Application Filing Fee, payable to the City of Pewaukee:
 - o \$400.00, plus cost for publication, notice and all attorney fees related to Project
- ☐ Five (5) complete collated sets of Application materials to include:
 - o A written project narrative detailing the request and proposed amendment as well as any future development plans or any proposed site or building improvements.
 - o A Comprehensive Master Plan Amendment Exhibit that illustrates the property boundaries, areas to be changed and specifically notes the existing and proposed future land use designation.
 - o Building and Site Plans as may be applicable.
- ☐ All application materials provided in a digital format (Adobe PDF). Materials may be submitted on a USB Flash Drive or emailed to hurd@pewaukee.wi.us.
- ☐ Note twelve (12) additional sets of plans will be required for Plan Commission following staff review of the initial submittal. These plans should be revised in response to staff comments as may be necessary.



Office of the Planner & Community Development Director
W240 N3065 Pewaukee Road
Pewaukee, Wisconsin 53072
Phone (262) 691-0770
Fax (262) 691-1798
fuchs@pewaukee.wi.us

The applicant and property owner(s) hereby certify that:

- 1) all statements and other information submitted as part of this application are true and correct to the best of applicant's and property owner(s)' knowledge;
- 2) the applicant and property owner(s) has/have read and understand all information in this application; and
- 3) the applicant and property owner(s) agree that any approvals based on representations made by them in this Application and its submittal, and any subsequently issued building permits or other type of permits, may be revoked without notice if there is a breach of such representation(s) or any condition(s) of approval.

By execution of this application, the property owner(s) authorize the City of Pewaukee and/or its agents to enter upon the subject property(ies) between the hours of 7:00 a.m. and 7:00 p.m. daily for the purpose of inspection while the application is under review. The property owner(s) grant this authorization even if the property has been posted against trespassing pursuant to Wis. Stat. §943.13.

(The applicant's signature must be from a Managing Member if the business is an LLC, or from the President or Vice President if the business is a corporation. A signed applicant's authorization letter may be provided in lieu of the applicant's signature below, and a signed property owner's authorization letter may be provided in lieu of the property owner's signature[s] below. If more than one, all of the owners of the property must sign this Application).

PETITIONER'S/APPLICANT'S SIGNATURE: _____

NAME & TITLE (PRINT): _____

SIGN AND DATED this _____ **day of** _____, _____.

PROPERTY OWNER'S SIGNATURE: _____

NAME & TITLE (PRINT): _____

SIGN AND DATED this _____ **day of** _____, _____.

PROPERTY OWNER'S SIGNATURE: _____

NAME & TITLE (PRINT): _____

SIGN AND DATED this _____ **day of** _____, _____.

City Staff-

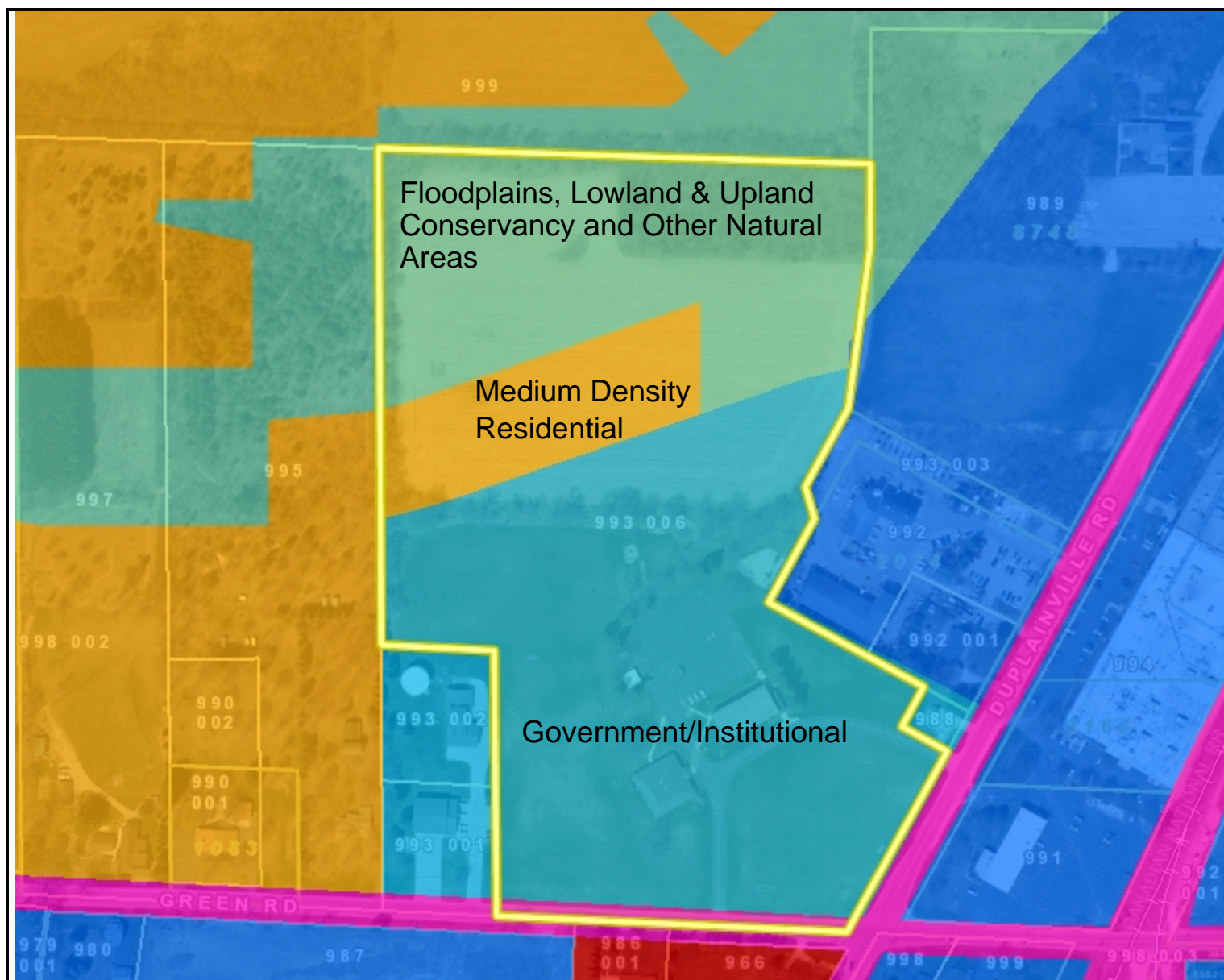
RECEIVED at City Hall by: _____ on _____

Fee paid: \$ _____ Date: _____



LAND INFORMATION SYSTEMS DIVISION

Waukesha County GIS Map



Legend

- Civil Division Boundary
- 2050 Land Use**
 - Water
 - Agriculture
 - Public or Private Park and R
 - Floodplains, Lowland & Upland Natural Areas
 - Low Density Residential (> 1000 units per acre)
 - Low-Medium Density Residential
 - Medium Density Residential
 - High Density Residential (< 1000 units per acre)
 - Office Commercial
 - Mixed Office/Retail Commercial
 - Retail/Service Commercial
 - Transportation/Utilities
 - Governmental/Institutional
 - Manufacturing/Fabrication/Wholesale
 - Mining
 - Transition
- Parks
- Assessment Data**
- Parcels**
- Plats**
- Retired Parcels**
- Retired Plats**
- Municipal Boundary_2K
- FacilitySites_2K_Labels**
- Lots_2K**
 - Lot
 - Unit
 - General Common Element
 - Outlot
- SimultaneousConveyance**
 - Assessor Plat
 - CSM
 - Condominium
 - Subdivision
- Cartoline_2K**
 - EA-Easement_Line

0 272.60 Feet

The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.

Notes:

Printed: 7/7/2021





LAND INFORMATION SYSTEMS DIVISION

Waukesha County GIS Map



Legend

- Civil Division Boundary
- Parks
- Assessment Data
- Parcels
- Plats
- Retired Parcels
- Retired Plats
- Municipal Boundary_2K
- FacilitySites_2K_Labels
- Lots_2K
- Lot
- Unit
- General Common Element
- Outlot
- SimultaneousConveyance
- Assessor Plat
- CSM
- Condominium
- Subdivision
- Cartoline_2K
- <all other values>
- EA-Easement_Line
- PL-DA
- PL-Extended_Tie_line
- PL-Meander_Line
- PL-Note
- PL-Tie
- PL-Tie_Line
- Road Centerlines_2K
- Railroad_2K
- TaxParcel_2K
- Waterbodies_2K_Labels
- Waterlines_2K_Labels
- Municipal Boundary_5K
- FacilitySites_5K_Labels
- Waterbodies_5K_Labels
- Waterlines_5K_Labels

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Notes:

Printed: 7/7/2021





Office of the Planner & Community Development Director
W240 N3065 Pewaukee Road
Pewaukee, Wisconsin 53072
Phone (262) 691-0770
Fax (262) 691-1798
fuchs@pewaukee.wi.us

PETITION FOR A REZONING DISTRICT MAP AMENDMENT

TO THE HONORABLE MAYOR AND COMMON COUNCIL OF THE CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

The undersigned hereby petitions the Common Council of the City of Pewaukee, Waukesha County, Wisconsin to rezone the following property **FROM** A-2 Agricultural District and I-2 Rural Institutional District zoning district(s) **TO** I-2 Rural Institutional District zoning district(s):

Legal description of property to be rezoned – Please attach.

Common property description or name: _____

Property Address: W225N3131 Duplainville Road **Tax Key Number(s):** 0911993006

Property owner(s) (Full Legal Name): W225N3131 Duplainville Rd LLC

Owner's Address: 5715 Highway 83 **City/State/Zip:** Hartland, WI 53029-9702

Phone: _____ **Email:** _____

This amendment to the zoning map is being proposed in order to Construct a new DPW garage and recycling yard
for the City of Pewaukee

Applicant (Full Legal Name):

Name: Scott Klein, City Administrator

Company: City of Pewaukee

Address: W240N3065 Pewaukee Road

City/State/Zip: Pewaukee, WI 53072

Phone: 262-691-0770

Email: klein@pewaukee.wi.us

Contact Person (Full Legal Name):

Name: Same as applicant

Company: _____

Address: _____

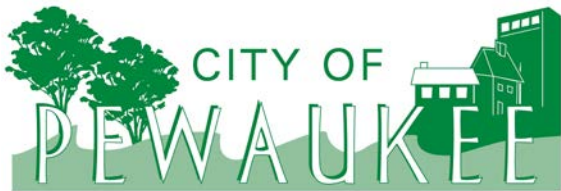
City/State/Zip: _____

Phone: _____

Email: _____

Rezoning submittals must include and be accompanied by the following:

- ☐ This Application form accurately completed with original signatures.
- ☐ Application Filing Fee, payable to the City of Pewaukee:
 - o \$400.00, plus cost for publication, notice and all attorney fees related to Project
- ☐ Five (5) complete collated sets of Application materials to include:
 - o A written project narrative detailing the request and proposed zoning as well as any future development plans or any proposed site or building improvements.
 - o A Rezoning Exhibit that illustrates the property boundaries, areas to be rezoned and specifically notes the existing and proposed zoning.
 - o Building and Site Plans as may be applicable.
- ☐ All application materials provided in a digital format (Adobe PDF). Materials may be submitted on a USB Flash Drive or emailed to hurd@pewaukee.wi.us.
- ☐ Note twelve (12) additional sets of plans will be required for Plan Commission following staff review of the initial submittal. These plans should be revised in response to staff comments as may be necessary.



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W240 N3065 Pewaukee Road
Pewaukee, Wisconsin 53072
Phone (262) 691-0770
Fax (262) 691-1798
fuchs@pewaukee.wi.us

The applicant and property owner(s) hereby certify that:

- 1) all statements and other information submitted as part of this application are true and correct to the best of applicant's and property owner(s)' knowledge;
- 2) the applicant and property owner(s) has/have read and understand all information in this application; and
- 3) the applicant and property owner(s) agree that any approvals based on representations made by them in this Application and its submittal, and any subsequently issued building permits or other type of permits, may be revoked without notice if there is a breach of such representation(s) or any condition(s) of approval.

By execution of this application, the property owner(s) authorize the City of Pewaukee and/or its agents to enter upon the subject property(ies) between the hours of 7:00 a.m. and 7:00 p.m. daily for the purpose of inspection while the application is under review. The property owner(s) grant this authorization even if the property has been posted against trespassing pursuant to Wis. Stat. §943.13.

(The applicant's signature must be from a Managing Member if the business is an LLC, or from the President or Vice President if the business is a corporation. A signed applicant's authorization letter may be provided in lieu of the applicant's signature below, and a signed property owner's authorization letter may be provided in lieu of the property owner's signature[s] below. If more than one, all of the owners of the property must sign this Application).

PETITIONER'S/APPLICANT'S SIGNATURE: _____

NAME & TITLE (PRINT): _____

SIGN AND DATED this _____ **day of** _____, _____.

PROPERTY OWNER'S SIGNATURE: _____

NAME & TITLE (PRINT): _____

SIGN AND DATED this _____ **day of** _____, _____.

PROPERTY OWNER'S SIGNATURE: _____

NAME & TITLE (PRINT): _____

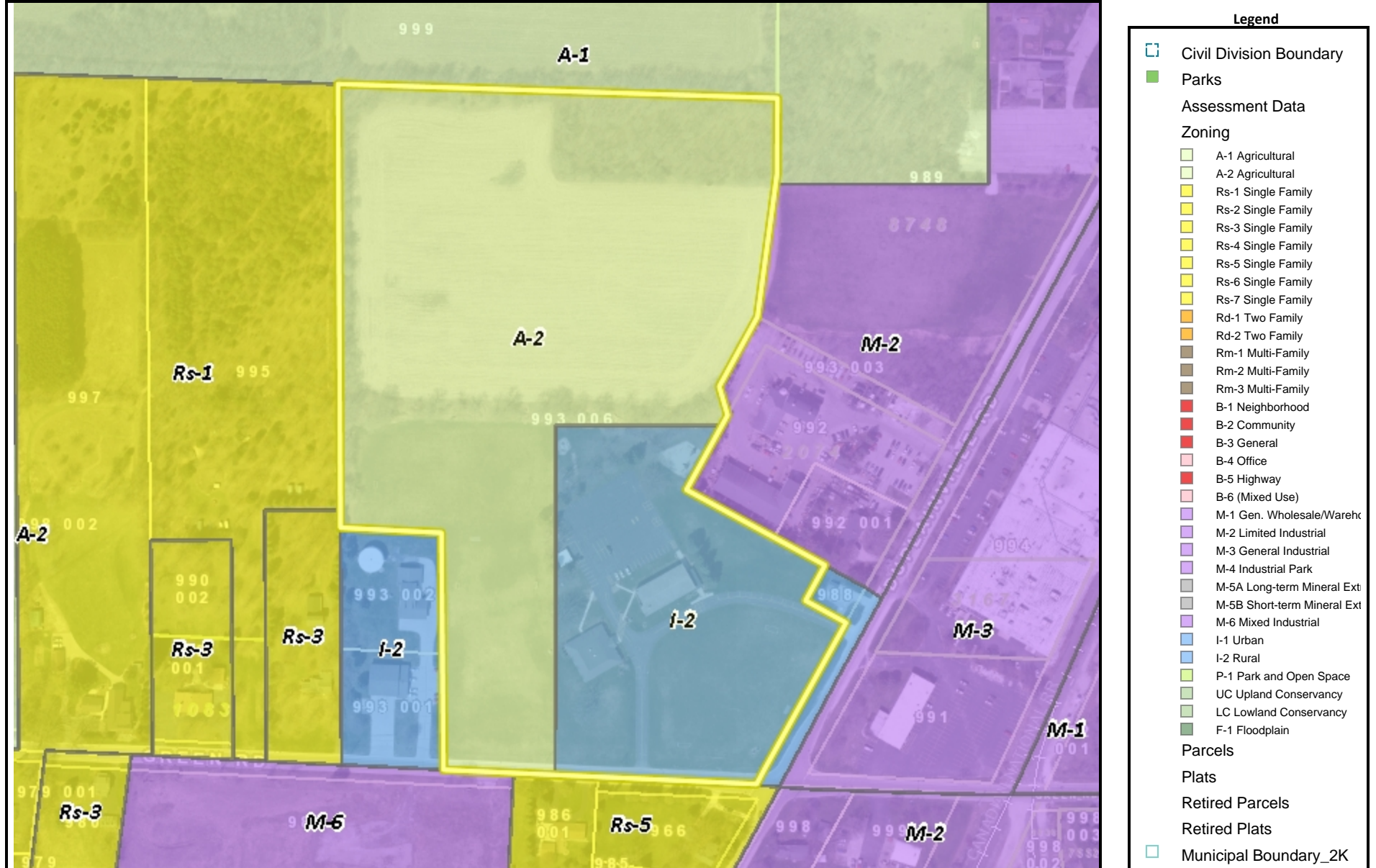
SIGN AND DATED this _____ **day of** _____, _____.

City Staff-

RECEIVED at City Hall by: _____ on _____

Fee paid: \$ _____ Date: _____

Waukesha County GIS Map



0 272.60 Feet

The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.

Notes:





















Printed: 7/7/2021



Waukesha County GIS Map



Legend

-  Civil Division Boundary
 -  Parks
 - Assessment Data
 - Parcels
 - Plats
 - Retired Parcels
 - Retired Plats
 -  Municipal Boundary_2K
 - FacilitySites_2K_Labels
 - Lots_2K
 -  Lot
 -  Unit
 -  General Common Element
 -  Outlot
 - SimultaneousConveyance
 -  Assessor Plat
 -  CSM
 -  Condominium
 -  Subdivision
 - Cartoline_2K
 - <all other values>
 -  EA-Easement_Line
 -  PL-DA
 -  PL-Extended_Tie_line
 -  PL-Meander_Line
 -  PL-Note
 -  PL-Tie
 -  PL-Tie_Line
 - Road Centerlines_2K
 - Railroad_2K
 -  TaxParcel_2K
 - Waterbodies_2K_Labels
 - Waterlines_2K_Labels
 -  Municipal Boundary_5K
 - FacilitySites_5K_Labels
 - Waterbodies_5K_Labels
 - Waterlines_5K_Labels

0 272.60 Feet

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Notes:

Printed: 7/7/2021



RESOLUTION NO. 21-07-27

A RESOLUTION RECOMMENDING THE ADOPTION OF AN ORDINANCE TO AMEND THE CITY OF PEWAUKEE 2035 COMPREHENSIVE MASTER PLAN AND NEIGHBORHOOD PLANS 2015-2050 TO CHANGE THE YEAR 2050 LAND USE/TRANSPORTATION PLAN FOR PROPERTY LOCATED AT W225 N3131 DUPLAINVILLE ROAD (TAX KEY NO. PWC 0911-993-006) FROM FLOOD PLAINS, LOWLAND & UPLAND CONSERVANCY, AND OTHER NATURAL AREAS, MEDIUM DENSITY RESIDENTIAL AND GOVERNMENTAL/INSTITUTIONAL TO GOVERNMENTAL/INSTITUTIONAL, PURSUANT TO WIS. STAT. § 66.1001(4)(b)

WHEREAS, pursuant to Wis. Stat. §§ 62.23(2) and (3) and 66.1001(4), the City of Pewaukee is authorized to prepare and adopt and to amend a comprehensive plan as defined in Wis. Stat. §§ 66.1001(1)(a) and 66.1001(2); and

WHEREAS, pursuant to Wis. Stat. § 66.1001(4)(b), the Plan Commission may recommend the amendment of the Comprehensive Master Plan to the Common Council by adopting a resolution by a majority vote of the entire Commission, which vote shall be recorded in the official minutes of the Plan Commission; and

WHEREAS, The City of Pewaukee has applied for an amendment to the Comprehensive Master Plan to change the Year 2050 Land Use/Transportation Plan for property located at W225 N3131 Duplainville Road from Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas, Medium Density Residential and Governmental/Institutional to Governmental/Institutional, more particularly described as follows:

PT S1/2 SEC 12 T7N R19E; COM AT A POINT ON S LI SEC 12, POINT BEING DUE W OF & 462.95 FT DISTANT FROM S1/4 COR OF SEC, POINT ALSO BEING CTRLI GREEN RD; W ALG S LI & CTRLI 816.14 FT; N03°07'50"W 1342.73 FT; N89°12'E 868.41 FT; S02°21'48"E 150.00 FT; N88°28'12"E 612.85 FT TO WLY R/W STH 164; S26°06'42"W ALG R/W LI 589.34 FT; N63°53'18"W PERPENDICULAR TO R/W LI 400.00 FT; S26°06'42"W PARALLEL TO R/W LI 325.00 FT; S63°53'18"E 400.00 FT TO AFOREMENTIONED WLY R/W LI; S26°06'42"W ALG R/W LI 443.61 FT TO BGN :: EX DOC# 1047270 & EX DOC# 2097918 & EX DOC# 2435450 & EX DOC# 3487450

WHEREAS, the Plan Commission having determined that the proposed amendment in form and content as presented to the Commission on July 15, 2021, is consistent with the Comprehensive Master Plan's goals, objectives and policies and in proper form and content for adoption by the Common Council as an amendment to the Comprehensive Master Plan, subject to such modifications the Common Council

may consider reasonable and necessary, following public hearing, in order to protect and promote the health, safety and welfare of the City of Pewaukee.

NOW, THEREFORE, BE IT RESOLVED, by the Plan Commission of the City of Pewaukee, Wisconsin, that the application for and the proposed ordinance to amend the City of Pewaukee Comprehensive Master Plan to change the Year 2050 Land Use/Transportation Plan for property located at W225 N3131 Duplainville Road from Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas, Medium Density Residential and Governmental/Institutional to Governmental/Institutional, such property bearing Tax Key No. PWC 0911-993-006, be and the same is hereby recommended for adoption and incorporation into the Comprehensive Master Plan by the Common Council.:

Passed and adopted this 15th day of July, 2021.

FOR THE PLAN COMMISSION OF THE CITY OF
PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

ATTEST:

Steve Bierce, Mayor

Kelly Tarczewski, Clerk/Treasurer

ORDINANCE NO. 21-08

AN ORDINANCE TO AMEND THE CITY OF PEWAUKEE 2035 COMPREHENSIVE MASTER PLAN AND NEIGHBORHOOD PLANS 2015-2050 TO CHANGE THE YEAR 2050 LAND USE/TRANSPORTATION PLAN FOR PROPERTY LOCATED AT W225 N3131 DUPLAINVILLE ROAD (TAX KEY NO. 0911-993-006) FROM FLOOD PLAINS, LOWLAND & UPLAND CONSERVANCY, AND OTHER NATURAL AREAS, MEDIUM DENSITY RESIDENTIAL AND GOVERNMENTAL/INSTITUTIONAL TO GOVERNMENTAL/INSTITUTIONAL

WHEREAS, pursuant to Wis. Stat. §§ 62.23(2) and (3) and 66.1001(4), the City of Pewaukee is authorized to prepare and adopt and to amend a comprehensive plan as defined in Wis. Stat. §§ 66.1001(1)(a) and 66.1001(2); and

WHEREAS, The City of Pewaukee has applied for an amendment to the Comprehensive Master Plan to change the Year 2050 Land Use/Transportation Plan for property located at W225N3131 Duplainville Road from Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas, Medium Density Residential and Governmental/Institutional to Governmental/Institutional; and

WHEREAS, the Plan Commission of the City of Pewaukee by a majority vote of the entire Commission on July 15, 2021, recorded in its minutes, has adopted a resolution recommending to the Common Council the adoption of the Ordinance to Amend the City of Pewaukee Comprehensive Master Plan to change the Year 2050 Land Use/Transportation Plan for property located at W225N3131 Duplainville Road (Tax Key No. 0911993006) from Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas, Medium Density Residential and Governmental/Institutional to Governmental/Institutional; and

WHEREAS, the City of Pewaukee held a public hearing upon this proposed Ordinance, in compliance with the requirements of Wis. Stat. § 66.1001(4)(d); the Common Council having received input from the public at a duly noticed public hearing on July 19, 2021; and

NOW THEREFORE, the Mayor and Common Council of the City of Pewaukee, Wisconsin, do ordain as follows:

SECTION 1: Adoption

The City of Pewaukee Comprehensive Master Plan is hereby amended to change the Year 2050 Land Use/Transportation Plan for property located at W225N3131 Duplainville Road (Tax Key No. 0911-993-006) from Flood Plains, Lowland & Upland Conservancy, and Other Natural Areas, Medium Density Residential and Governmental/Institutional to Governmental/Institutional.

SECTION 2: Document Transmittal

The City Common Council hereby directs the City Clerk/Treasurer to transmit a copy of the amendment as well as a signed copy of both the **Resolution No. 21-07-27** and this **Ordinance No. 21-08** to the Wisconsin Department of Administration, the Southeastern Wisconsin Regional Planning Commission, the Waukesha Park and Land Use Department, the Pewaukee Public Library and to each town, village and city that abuts the City of Pewaukee.

SECTION 3: Severability

The several sections and portions of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a decision of a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of all other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 4: Effective Date

This ordinance shall take effect immediately upon passage and posting of publication as provided by law.

Passed and adopted this 19th day of July, 2021.

FOR THE COMMON COUNCIL OF THE CITY OF
PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

ATTEST:

Steve Bierce, Mayor

Kelly Tarczewski, Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 10.**

DATE: July 19, 2021

DEPARTMENT: Planning

PROVIDED BY:

SUBJECT:

Discussion and Possible Action Regarding **Ordinance 21-09** Rezoning the Property Located at W225 N3131 Duplainville Road (PWC 0911-993-006) from A-2 Agricultural and I-2 Rural Institutional to I-2 Institutional for the Purpose of Constructing a New DPW Garage and Recycling Yard for the City of Pewaukee [Fuchs]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

21.09 DPW Campus Rezone

ORDINANCE 21-09**TO AMEND THE ZONING MAP OF
THE CITY OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN**

The Common Council of the City of Pewaukee, Waukesha County, Wisconsin do ordain that the Zoning Map of the City of Pewaukee, Wisconsin is hereby amended to change the zoning classification of the property described below as follows:

FROM: **A-2 Agricultural & I-2 Rural Institutional**

TO: **I-2 Rural Institutional**

SECTION 1 - DESCRIPTION**Common Description:**

PT S1/2 SEC 12 T7N R19E; COM AT A POINT ON S LI SEC 12, POINT BEING DUE W OF & 462.95 FT DISTANT FROM S1/4 COR OF SEC, POINT ALSO BEING CTRLI GREEN RD; W ALG S LI & CTRLI 816.14 FT; N03°07'50"W 1342.73 FT; N89°12'E 868.41 FT; S02°21'48"E 150.00 FT; N88°28'12"E 612.85 FT TO WLY R/W STH 164; S26°06'42"W ALG R/W LI 589.34 FT; N63°53'18"W PERPENDICULAR TO R/W LI 400.00 FT; S26°06'42"W PARALLEL TO R/W LI 325.00 FT; S63°53'18"E 400.00 FT TO AFOREMENTIONED WLY R/W LI; S26°06'42"W ALG R/W LI 443.61 FT TO BGN :: EX DOC# 1047270 & EX DOC# 2097918 & EX DOC# 2435450 & EX DOC# 3487450

Tax Key Number: PWC 0911-993-006

Property Address: W225 N3131 Duplainville Road

This Amendment to the Zoning Map (Change in zoning) is being proposed for the purpose of: Constructing a new DPW garage and recycling yard for the City of Pewaukee.

SECTION 2 –SEVERABILITY

The several sections of this Ordinance are declared to be severable. If any section shall be declared by a decision of a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other provisions of the Ordinance.

SECTION 3 - ACTION

This Ordinance shall take effect upon passage and posting.

Dated this 19th day of July, 2021.

COMMON COUNCIL OF THE CITY OF PEWAUKEE

WAUKESHA COUNTY, WISCONSIN

Attest:

Steve Bierce, Mayor

Kelly Tarczewski, Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 11.**

DATE: July 19, 2021

DEPARTMENT: Planning

PROVIDED BY:

SUBJECT:

Discussion and Action Regarding the Woodleaf Reserve Addition #3 Final Plat Located on Weyer Road (PWC 0865-139 & PWC 0868-998) [Wagner]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Woodleaf Reserve Addition #3 Final Plat Staff Report

Woodleaf Reserve Addition #3 Final Plat



Office of the Planner & Community Development Director
W240 N3065 Pewaukee Road
Pewaukee, Wisconsin 53072
Phone (262) 691-0770 Fax (262) 691-1798
fuchs@pewaukee.wi.us

REPORT TO THE PLAN COMMISSION

Meeting of July 15, 2021

Date: July 8, 2021

Project Name: Woodleaf Reserve Addition No. 3 Final Plat

Project Address/Tax Key No.: Not Assigned/PWC 0865139 and 0868998

Applicant: Woodleaf Investments LLC

Property Owner: Woodleaf Investments LLC

Zoning:

PWC 0865139 - Rs-6 Single-Family Residential District, LC Lowland Conservancy District, and F-1 Floodplain District

PWC 0868998 – UC Upland Conservancy District and F-1 Floodplain District

2050 Land Use Map Designation:

PWC 0865139 – Medium Density Residential and Floodplains, Lowland & Upland Conservancy and Other Natural Areas

PWC 0868998 – Floodplains, Lowland & Upland Conservancy and Other Natural Areas

Use of Surrounding Properties: Single-family residential to the north and single-family, vacant agricultural and LC, F-1 and UC district zoning to the south, east and west

Project Description

The applicant, Woodleaf Investments, LLC, filed a Final Plat Application for Addition No. 3 of the Woodleaf Reserve single-family residential subdivision development located to the south of Woodleaf Way and Boxleaf Lane. This phase of the development consists of 34 lots and 1 outlot.

More specifically, this phase will include the construction of Timber Circle and a further extension of Timber Drive. Lots 140 through 145 are located along the Timber Drive extension and Lots 146 through 152, as well as Outlot 8, surround Timber Circle. Outlot 8 contains a wetland. The extension of Planetree Trail is also part of this phase and includes lots 119 through 131.

Note Lot 131 is zoned UC Upland Conservancy District. Any proposed development must meet the UC District development standards. It can be further noted that single-family dwellings are a permitted use within the UC District and as a Special Regulation within the District all building permits must be reviewed and approved by the Plan Commission.

Otherwise, all lots conform to the Rs-6 minimum lot area of 12,500 square feet and a lot width of at least 90 feet at the building setback line. Overall, staff finds that the Final Plat is in substantial conformance with the Preliminary Plat, subject to:

1. All road dedications shall be identified on the plat and shall be identified as “dedicated to the public.”
2. The Subdivision statistics note shall be revised to include the required minimum wetland and floodplain setbacks.
3. References to the floodplain shall be removed from the preservation restrictions (see Note H). There are no areas of the subject plat within the 100-year floodplain. Note that needed restrictions applicable to the 75-foot floodplain setback may remain.
4. Lot 48 setbacks shall be revised to meet the required minimum wetland setback of 25-feet.
5. Note E. under Utility and Stormwater Management Notes shall be revised to read as follows:

Landscaping shall be restricted to ground cover, which will not retard surface water drainage. Shrubs and trees may not be placed within the drainage easement areas. Any perennials, flowers or other plantings located within these areas shall be placed at the risk of the lot owner and lot owner may be requested to remove shrubs and trees at the lot owners sole cost. The City will not replace landscaping removal is necessary.

6. The following restriction shall be added as a note on the plat.

Any tree, shrub, or landscaping placed with the City’s right-of-way may be pruned, trimmed, or removed at any time at the Homeowner’s Association expense. The City will not be responsible for the maintenance or replacement of landscaping upon removal.

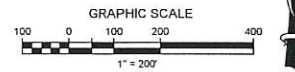
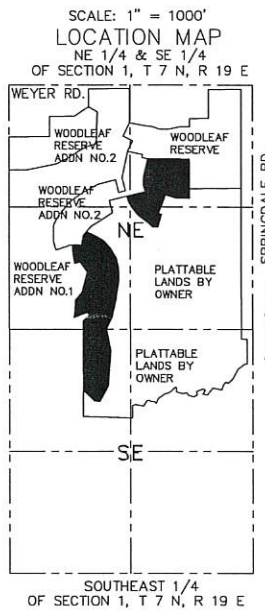
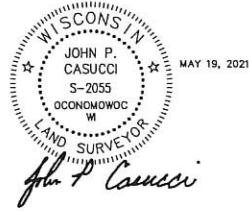
7. Lot 131 setbacks shall be revised to include the required minimum 100-year floodplain setback of 75-feet.

Recommendation

A motion to recommend approval of the Woodleaf Reserve Addition No. 3 Final Plat, subject to the conditions noted above.

LEGEND

- INDICATES FOUND 1 1/4" IRON ROD
- INDICATES SET 1 1/4" IRON ROD
WT = 4.303 LBS/LIN. FT.
- 1.315"O.D.x18" IRON PIPES SET AT ALL OTHER LOT
AND OUTLOT CORNERS, WT = 1.68 LBS/LIN. FT.
- ① INDICATES DEDICATED TO THE CITY OF PEWAUKEE
FOR PUBLIC ROAD PURPOSES
- INDICATES BUILDING SETBACK LINE



There are no objections to this plat with respect to
Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2),
Wis Stats. as provided by s. 236.12, Wis. Stats.

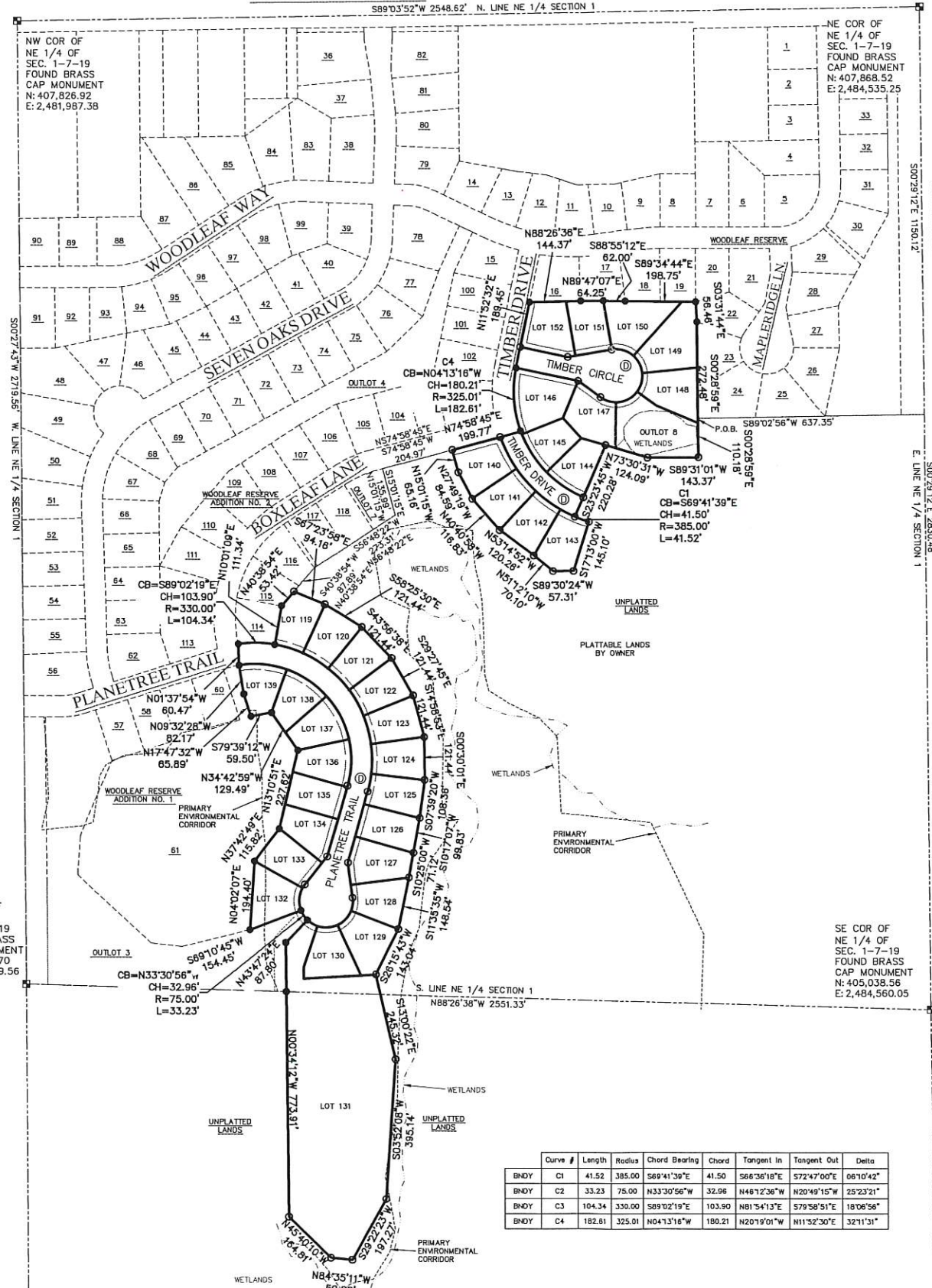
Certified _____, 20____

Department of Administration



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WEYER ROAD



Part of the Northeast 1/4, Northwest 1/4, Southeast 1/4 and Southwest 1/4 of the Northeast 1/4, and the Northwest 1/4 of the Southeast 1/4 all of Section 1, Town 7 North, Range 19 East, in the City of Pewaukee, Waukesha County, Wisconsin.

<u>LOTS 129, 130, 148 & 149 REQUIRE EXTRA FRONT SETBACK</u>		
	Front setback	Lot width
Lot 129	37.50',	90.04'
Lot 130	37.50'	90.17'
Lot 148	41.00',	90.08'
Lot 149	41.00'	90.08'

	Curve #	Length	Radius	Chord Bearing	Chord	Tangent In	Tangent Out	Delta
BNDY	C3	184.34	330.00	S80°02'19"E	103.90	N81°54'13"E	S78°58'15"E	18°06'56"
BNDY	C4	102.61	325.01	N04°13'16"W	180.29	N20°09'01"W	N15°30'30"E	32°11'31"
C/L	C5	593.41	300.00	S41°30'24"E	504.56	S15°43'58"W	N81°05'15"E	114°28'43"
W.R.O.W.	C6	545.232	270.00	N41°50'13"E	456.12	N15°43'58"W	S80°27'32"E	115°16'15"
E.R.O.W.	C7	855.61	330.00	N41°10'54"W	552.99	N15°43'58"E	S81°54'13"W	113°49'45"
LTO 139	C8	138.572	270.00	S84°37'00"E	136.04	N80°27'31"E	N80°27'31"E	2°19'07"
LTO 138	C9	135.37	270.00	S55°59'45"E	133.05	S41°37'58"E	S70°21'31"E	28°43'33"
LTO 137	C10	137.58	270.00	S27°02'06"E	136.10	S12°28'14"E	S41°37'58"E	29°11'44"
LTO 136	C11	132.75	270.00	S01°38'02"E	131.41	S15°43'58"E	S128°14'12"E	28°10'12"
LTO 125	C12	51.795	330.00	N11°14'01"E	51.74	N06°44'28"E	N15°43'58"E	08°59'32"
LTO 124	C13	83.405	330.00	N00°30'01"W	83.18	N07°44'27"W	N06°44'28"E	14°28'52"
LTO 123	C14	83.405	330.00	N14°38'33"E	83.16	N22°13'19"E	N07°44'27"E	14°28'52"
LTO 122	C15	83.405	330.00	N29°27'45"E	83.16	N36°42'12"E	N22°13'19"E	14°28'52"
LTO 121	C16	83.405	330.00	N43°56'38"W	83.18	N51°10'14"E	N36°42'12"E	14°28'52"
LTO 120	C17	83.405	330.00	N58°25'33"E	83.18	N65°39'58"W	N51°10'14"E	14°28'52"
LTO 119	C18	82.45	330.00	N72°49'24"W	82.24	N78°58'51"E	N65°39'58"W	14°18'55"
E.R.O.W.	C42	551.27	330.00	N32°07'26"W	469.37	N15°43'58"E	N78°58'51"E	95°42'49"
LTO 133	C19	12.13	75.00	S33°51'41"E	12.11	S29°33'50"E	S36°28'32"E	09°15'42"
LTO 132	C20	65.52	75.00	S04°12'17"W	65.20	S20°49'15"E	S29°33'50"E	50°03'06"
LTO 131	C21	33.23	75.00	S58°58'17"E	32.96	S61°35'57"E	S46°12'36"E	25°23'21"
LTO 130	C22	57.18	75.00	N86°33'42"E	55.80	N74°22'52"E	S71°35'57"E	43°40'41"
LTO 129	C23	57.10	75.00	N42°54'39"E	55.73	N21°05'56"E	N64°43'22"E	43°37'26"
LTO 128	C24	37.08	75.00	N06°56'04"E	36.71	N07°13'47"E	N21°05'56"E	28°19'43"
S.R.O.W.	C25	295.47	75.00	N74°22'07"W	138.22	N36°28'32"E	S07°13'47"E	225°15'49"

Line #	Direction	Length
L1	S79°39'12"W	15.93
L2	N17°47'32"W	19.10
L3	S83°05'52"E	20.85
L4	S03°36'43"E	12.84
L5	N37°42'49"E	50.28
L6	S00°29'43"E	57.27
L7	N60°46'10"W	35.81
L8	S00°29'43"E	56.99
L9	S01°43'17"W	103.40
L10	S69°10'45"W	45.28

- INDICATES FOUND 1 1/4" IRON ROD
- INDICATES SET 1 1/4" IRON ROD
WT = 4.303 LBS/LIN. FT.
- 1.315"O.D.x18" IRON PIPES SET AT ALL OTHER LOT
AND OUTLOT CORNERS, WT = 1.68 LBS/LIN. FT.
- Ⓟ INDICATES DEDICATED TO THE CITY OF PEWAUKEE
FOR PUBLIC ROAD PURPOSES
- INDICATES BUILDING SETBACK LINE

GRAPHIC SCALE

30 0 30 60 120

1" = 60'

raSmith
CREATIVITY. BEYOND ENGINEERING.

SHEET 2 OF 5 SHEETS

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

Part of the Northeast 1/4, Northwest 1/4, Southeast 1/4 and Southwest 1/4 of the Northeast 1/4, and the Northwest 1/4 of the Southeast 1/4 all of Section 1, Town 7 North, Range 19 East, in the City of Pewaukee, Waukesha County, Wisconsin.

Line #	Direction	Length
L7	N60°46'10"W	35.81
L8	S00°29'43"E	56.99
L9	S01°43'17"W	103.40
L10	S69°10'45"W	45.28
L11	N14°41'34"W	21.68
L12	N09°31'23"E	70.04
L13	S03°52'08"W	90.25

<u>LOTS 129, 130, 148 & 149 REQUIRE EXTRA FRONT SETBACK</u>		
	Front setback	Lot width
Lot 129	37.50'	90.04'
Lot 130	37.50'	90.17'
Lot 148	41.00'	90.08'
Lot 149	41.00'	90.08'

	Curve #	Length	Radius	Chord Bearing	Chord	Tangent In	Tangent Out	Delta
LOT 133	C19	12.12	75.00	S33°51'41"E	12.11	S29°13'50"W	S38°29'32"E	09°15'42"
LOT 120	C20	65.52	75.00	S04°21'17"W	63.45	S20°49'15"W	S29°15'50"W	50°50'06"
LOT 131	C21	33.23	75.00	S58°01'17"E	32.98	S71°35'57"E	S46°12'36"E	25°23'21"
LOT 130	C22	57.17	75.00	N86°33'42"E	55.60	N84°43'22"E	S71°35'57"E	43°40'41"
LOT 129	C23	57.10	75.00	N44°54'39"E	55.73	N21°05'56"E	S74°43'22"E	43°37'26"
LOT 128	C24	37.08	75.00	N06°58'04"E	36.71	N07°13'47"W	N21°05'56"E	28°19'43"
S. R.O.W.	C25	295.47	75.00	N74°22'07"W	138.22	N36°58'32"E	S07°54'36"E	22°51'43"

● INDICATES FOUND 1 1/4" IRON ROD
 ○ INDICATES SET 1 1/4" IRON ROD
 WT = 4.303 LBS./LIN. FT.
 1.315"O.D.x18" IRON PIPES SET AT ALL OTHER LOT
 AND OUTLOT CORNERS, WT = 1.68 LBS./LIN. FT.
 (D) INDICATES DEDICATED TO THE CITY OF PEWAUKEE
 FOR PUBLIC ROAD PURPOSES
 — — — — — INDICATES BUILDING SETBACK LINE

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____



Department of Administration

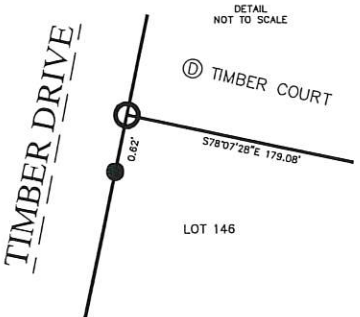
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raSmith
CREATIVITY BEYOND ENGINEERING

SHEET 3 OF 5 SHEETS

WOODLEAF RESERVE ADDITION NO.3
FINAL PLAT

Part of the Northeast 1/4, Northwest 1/4, Southeast 1/4 and Southwest 1/4 of the Northeast 1/4, and the Northwest 1/4 of the Southeast 1/4 all of Section 1, Town 7 North, Range 19 East, in the City of Pewaukee, Waukesha County, Wisconsin.



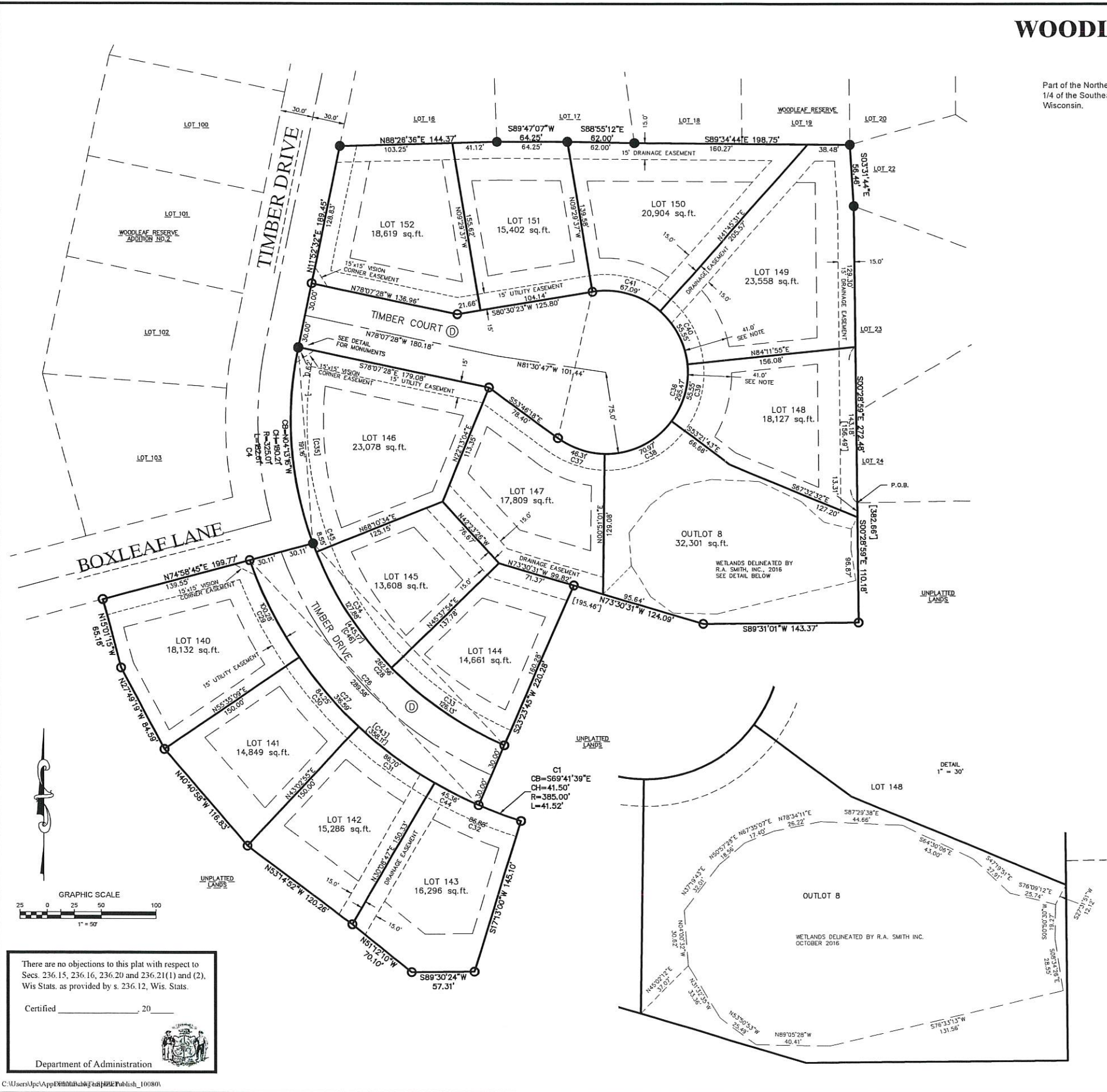
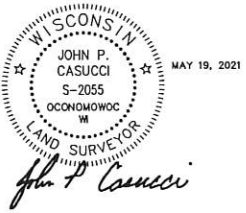
Curve #	Length	Radius	Chord Bearing	Chord	Tangent In	Tangent Out	Delta
ENDY C1	41.52	385.00	S89°41'39"E	41.50	S88°36'18"E	S72°47'00"E	06°10'42"
ENDY C4	182.61	325.00	N04°13'18"W	180.21	N20°19'01"W	N11°52'30"E	32°11'31"
C/L C28	289.58	355.00	S43°14'12"E	281.61	S19°52'08"E	S68°36'18"E	46°44'11"
S. R.O.W. C27	316.59	385.00	S43°02'51"E	307.75	S19°29'24"E	S68°36'18"E	47°06'54"
N. R.O.W. C28	282.56	325.00	N43°27'40"W	255.48	N20°19'02"W	N66°36'18"W	46°17'16"
N. R.O.W. C48	445.17	325.00	S27°21'53"E	411.17	N88°36'18"W	N11°52'30"E	78°28'48"
LOT 140 C29	100.28	385.00	S26°57'07"E	100.00	S34°24'51"E	S19°29'24"E	14°55'27"
LOT 141 C30	84.25	385.00	S40°40'58"E	84.08	S46°57'03"E	S34°24'51"E	12°32'14"
LOT 142 C31	66.70	385.00	S53°24'09"E	66.51	S59°31'13"E	S48°37'05"E	12°54'08"
LOT 143 C32	86.88	385.00	S66°19'07"E	86.70	S59°31'13"E	S72°47'00"E	12°55'47"
LOT 143 C44	45.36	385.00	S83°13'45"E	45.34	S59°31'13"E	S68°36'18"E	06°45'04"
S. R.O.W. C43	358.11	385.00	S46°06'12"E	345.34	S19°29'24"E	S72°47'00"E	53°17'36"
LOT 144 C33	126.13	325.00	N55°28'13"W	125.34	N44°22'08"W	N66°36'18"W	22°14'10"
LOT 145 C34	127.88	325.00	N33°05'47"W	127.06	N21°49'28"W	N44°22'08"W	22°32'42"
LOT 146 C35	191.16	325.00	S04°56'27"E	188.41	S11°52'30"W	S21°49'25"E	33°41'55"
LOT 146 C45	8.55	325.00	S21°04'14"E	8.55	S20°19'02"E	S21°49'25"E	01°30'24"
E. R.O.W. C36	295.47	75.00	N13°22'03"E	138.22	S53°46'18"E	S80°30'23"W	22°54'18"
LOT 147 C37	46.31	75.00	S71°27'38"E	45.58	S89°08'59"E	S53°46'18"E	35°22'41"
O.L. B C38	70.97	75.00	N63°44'30"E	68.35	N36°38'17"E	S89°08'59"E	54°12'44"
LOT 148 C39	55.55	75.00	N15°25'06"E	54.29	N05°48'05"W	N36°38'17"E	42°28'22"
LOT 149 C40	55.55	75.00	N27°01'17"W	54.29	N48°14'29"W	N05°48'05"W	42°28'24"
LOT 150 C41	67.09	75.00	N73°52'03"W	64.87	S80°30'23"W	N48°14'29"W	51°15'07"

LEGEND

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FOR PUBLIC ROAD PURPOSES
- INDICATES BUILDING SETBACK LINE

LOTS 129, 130, 148 & 149 REQUIRE EXTRA FRONT SETBACK

Lot	Front setback	Lot width
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Lot 149	41.00'	90.08'



There are no objections to this plat with respect to
Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2),
Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration



WOODLEAF RESERVE ADDITION NO.3
FINAL PLAT

Part of the Northeast 1/4, Northwest 1/4, Southeast 1/4 and Southwest 1/4 of the Northeast 1/4, and the Northwest 1/4 of the Southeast 1/4 all of Section 1, Town 7 North, Range 19 East, in the City of Pewaukee, Waukesha County, Wisconsin.

SURVEYOR'S CERTIFICATE

State of Wisconsin }
:SS
Waukesha county }

I, John P. Casucci, Professional Land Surveyor, certify:

That I have surveyed, divided and mapped

Part of the Northeast 1/4, Northwest 1/4, Southeast 1/4 and Southwest 1/4 of the Northeast 1/4, and the Northwest 1/4 of the Southeast 1/4 all of Section 1, Town 7 North, Range 19 East, in the City of Pewaukee, Waukesha County, Wisconsin:

Commencing at the Northeast corner of the Northeast 1/4 of said Section 1, thence South 00° 29' 12" East along the East line of said Northeast 1/4 Section a distance of 1150.12 feet to a point; thence South 89° 02' 56" West 637.35 feet to the Southwest corner of Lot 24 in Woodleaf Reserve Subdivision and the point of beginning of lands to be described; thence South 00° 28' 59" East along the West line of Lot 24 in said Subdivision and its extension 110.18 feet to a point; thence South 89° 31' 01" West 143.37 feet to a point; thence North 73° 30' 31" West 124.09 feet to a point; thence South 23° 23' 45" West 220.28 feet to a point; thence Southeasterly 41.52 feet along an arc of a curve whose center lies to the Northeast, whose radius is 385.00 feet, and whose chord bears South 69° 41' 39" East 41.50 feet to a point; thence South 17° 13' 00" West 145.10 feet to a point; thence South 89° 30' 24" West 57.31 feet to a point; thence North 51° 12' 10" West 70.10 feet to a point; thence North 53° 14' 52" West 120.26 feet to a point; thence North 40° 40' 58" West 116.83 feet to a point; thence North 27° 49' 19" West 84.59 feet to a point; thence North 15° 01' 15" West 65.16 feet to a point in the South line of Boxleaf Lane; thence South 74° 58' 45" West along said South line 204.97 feet to the Northeast corner of Outlot 7 in Woodleaf Reserve Addition No.2; thence South 15° 01' 15" East along the East line of said Outlot 135.99 feet to the Southeast corner of said Outlot; thence South 56° 48' 22" West along the South line of said Outlot and its extension 273.31 feet to the Southeast corner of Lot 116 in said Addition No.2; thence South 40° 38' 54" West along the South line of said Lot 87.89 feet to a point; thence South 67° 23' 58" East 94.16 feet to a point; thence South 58° 25' 30" East 121.44 feet to a point; thence South 43° 56' 38" East 121.44 feet to a point; thence South 29° 27' 45" East 121.44 feet to a point; thence South 14° 58' 53" East 121.44 feet to a point; thence South 00° 30' 01" East 121.44 feet to a point; thence South 07° 39' 20" West 108.36 feet to a point; thence South 10° 17' 07" West 99.83 feet to a point; thence South 10° 25' 00" West 71.12 feet to a point; thence South 11° 35' 35" West 148.54 feet to a point; thence South 26° 15' 43" West 143.04 feet to a point; thence South 13° 00' 22" East 245.32 feet to a point; thence South 03° 52' 08" West 395.14 feet to a point; thence South 29° 22' 23" West 197.27 feet to a point; thence North 84° 35' 11" West 59.98 feet to a point; thence North 45° 40' 10" West 164.81 feet to a point; thence North 00° 34' 12" West along the East line of Outlot 3 in Woodleaf Reserve Addition No. 1 and its extension 773.91 feet to a point; thence North 43° 47' 24" East along said East line 87.80 feet to a point in the Southerly line of Planetree Trail; thence Northwesterly 33.23 feet along said Southerly line and an arc of a curve whose center lies to the Northeast, whose radius is 75.00 feet, and whose chord bears North 33° 30' 56" West 32.96 feet to the Northeast corner of Said Outlot; thence South 69° 10' 45" West along the North line of said Outlot 154.45 feet to the Southeast corner of Lot 61 in said Addition; thence North 04° 02' 07" East along the East line of said Lot 194.40 feet to a point; thence North 37° 42' 49" East along said East line 115.82 feet to a point; thence North 13° 10' 51" East along said East line 227.62 feet to a point; thence North 34° 42' 59" West along said East line 129.49 feet to a point; thence South 79° 39' 12" West along said East line 59.50 feet to a point; thence North 17° 47' 32" West along said East line 65.89 feet to a point; thence North 09° 32' 28" West along said East line 82.17 feet to a point; thence North 01° 37' 54" West 60.47 feet to a point to the Southwest corner of Lot 114 in Woodleaf Reserve Addition No. 2; thence Southeasterly 104.34 feet along the South line of said Lot and an arc of a curve, whose radius is 330.00 feet, and whose chord bears South 89° 02' 19" East 103.90 feet to the Southeast corner of said Lot; thence North 10° 01' 09" East along the East line of said Lot 111.34 feet to the Southeast corner of Lot 115 in said Addition No.2; thence North 40° 38' 54" East along the East line of said Lot 53.42 feet to a point; thence North 40° 38' 54" East 87.89 feet to the Southeast corner of Lot 116 in said Addition No.2; thence North 56° 48' 22" East 273.31 feet to the Southeast corner of Outlot 7 in said Addition; thence North 15° 01' 15" West along the East line of said Outlot 135.99 feet to a point in the South line of Boxleaf Lane; thence North 74° 58' 45" East along said South line 204.97 feet to a point; thence North 74° 58' 45" East along said South line 199.77 feet to a point in the East line of Timber Drive; thence Northwesterly 182.61 feet along said East line and an arc of a curve, whose center lies the East, whose radius is 325.01 feet and whose chord bears North 04° 13' 16" West 180.21 feet to a point; thence North 11° 52' 32" East along said East line 189.45 feet to the Southwest corner of Lot 16 in Woodleaf Reserve Subdivision; thence North 88° 26' 36" East along the South line of Lots 16 thru 19 of said Subdivision 144.37 feet to the Southwest corner of Lot 17 of said Subdivision; thence North 89° 47' 07" East along the South line of said Lot 17 a distance of 64.25 feet to a point; thence South 88° 55' 12" East along said South line 62.00 feet to a point the Southwest corner of Lot 18 of said Subdivision; thence South 89° 34' 44" East along the South line of said Lot 198.75 feet to the Northwest corner of Lot 22 of said Subdivision; thence South 03° 31' 44" East along the West line of said Lot 56.46 feet to the Southwest corner of Lot 22 in said Subdivision; thence South 00° 28' 59" East along the West line of Lots 23 & 24 in said Subdivision and its extension 272.48 feet to the point of beginning.

Said land contains 915,822 square feet or 21.0243 acres.

That I have made such survey, land division and plat by the direction of WOODLEAF INVESTMENTS, LLC, owner of said land.

That such plat is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of chapter 236 of the Wisconsin statutes and the subdivision regulations of the City of Pewaukee in surveying, dividing and mapping the same.

Date: May 19, 2021

John P. Casucci
Professional Land Surveyor
Registration No. 2055



There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20__

Department of Administration



OWNER'S CERTIFICATE OF DEDICATION

WOODLEAF INVESTMENTS, LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat.

WOODLEAF INVESTMENTS, LLC, does further certify that this plat is required by: S.236.10 or S.236.12 to be submitted to the following for approval or objection:

- City of Pewaukee
- Wisconsin Department of Administration
- Waukesha County Parks and Land Use Department

In witness where, said WOODLEAF INVESTMENTS, LLC, has caused these presents to be signed by

_____, its sole member, this _____ day of _____, 20__

WOODLEAF INVESTMENTS, LLC
By:

by: _____

State of Wisconsin }
:SS
_____ County }

Personally came before me this _____ day of _____, 20__, _____ as

_____ to me known to be the person who executed the foregoing instrument and acknowledged that he executed the foregoing instrument as such officer as the deed of the WOODLEAF INVESTMENTS, LLC, by its authority.

Notary Public, State of Wisconsin
my commission expires _____

CONSENT OF CORPORATE MORTGAGEE

_____, National Association, a national banking association, mortgagee of that portion of the above-described land identified in this Plat, does hereby consent to the surveying, dividing, dedicating and mapping of the land described in the foregoing affidavit of John P. Casucci, Surveyor, and does hereby consent to the certificate of said owner, WOODLEAF INVESTMENTS, LLC.

In witness whereof, the said _____, has caused these

presents to be signed by _____, its _____, and by _____

its _____, at _____, _____, and its corporate seal to be hereunto affixed.

this ____ day of _____, 20__.

STATE OF _____ }

COUNTY OF _____ }

PERSONALLY came before me this _____ day of _____, 20__, _____ and

_____ of the above named organization, to me known as the person(s) who

executed the foregoing instrument, and to me known to be the _____ and the _____ of the organization, and acknowledged that they executed the foregoing instrument as such officer(s) as the deed of the organization, by its authority.

(SEAL)

Notary Public, State of _____
My commission expires _____

CITY TREASURER CERTIFICATE

State of Wisconsin }
:SS
Waukesha County }

I, Kelly Tarczewski, being the duly elected qualified and acting City Treasurer of the City of Pewaukee, do hereby certify that in

accordance with the records in my office, there are no unpaid taxes or special assessments as of _____,

20__, On any of the land included in the Plat of Woodleaf Reserve Addition No. 3.

Date: _____
Kelly Tarczewski, City Treasurer

COUNTY TREASURER'S CERTIFICATE

I, Pamela F. Reeves, being the duly elected, qualified and acting Treasurer of the County of Waukesha, do hereby certify that

the records in my office show no unredeemed tax sales or unpaid special assessments as of _____, 20__, affecting the lands included in the Plat of Woodleaf Reserve Addition No. 3.

Date: _____
Pamela F. Reeves, County Treasurer

COMMON COUNCIL CERTIFICATE AND ACCEPTANCE OF DEDICATION

Resolved that the plat known as Woodleaf Reserve Addition No. 3, in the City of Pewaukee, Waukesha County, Wisconsin, which has been filed for approval, be and hereby is approved as required by chapter 236 of the Wisconsin State Statutes.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Common Council of the City of

Pewaukee on the _____ day of _____, 20__.

Date: _____
Steve Bierce, Mayor

Date: _____
Kelly Tarczewski, City Clerk

UTILITY EASEMENT PROVISIONS:
AN EASEMENT FOR ELECTRIC, NATURAL GAS AND COMMUNICATIONS SERVICE IS HEREBY GRANTED BY

THE "WOODLEAF INVESTMENTS, LLC", GRANTOR, TO

Wisconsin Electric Power Company, and Wisconsin Gas, LLC, Wisconsin corporations doing business as WE Energies, grantee, Wisconsin Bell, Inc., d/b/a AT&T Wisconsin, a Wisconsin corporation, grantee, and Spectrum Mid-America, LLC, grantee, their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy, natural gas, telephone and cable TV facilities for such purposes as the same is now or may hereafter be used, all in, over, under, across, along and upon the property shown within those areas on the plat designated as "Utility Easement Areas" and the property designated on the plat for streets and alleys, whether public or private, together with the right to install service connections upon, across within and beneath the surface of each lot to serve improvements, thereon, or on adjacent lots; also the right to trim or cut down trees, brush and roots as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The Grantees agree to restore or cause to have restored, the property, as nearly as is reasonably possible, to the condition existing prior to such entry by the Grantees or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities, natural gas facilities, or telephone and cable TV facilities or to any trees, brush or roots which may be removed at any time pursuant to the rights herein granted. Buildings shall not be placed over Grantees' facilities or in, upon or over the property within the lines marked "Utility Easement Areas" without the prior written consent of Grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than four inches without written consent of grantees.

The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto

raSmith
CREATIVITY BEYOND ENGINEERING

16745 W. Bluemound Road
Bloomfield, WI 53005-5938
(262) 781-1500
rasmith.com

SHEET 5 OF 5 SHEETS

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 12.**

DATE: July 19, 2021

DEPARTMENT: PW - Engineering

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action Regarding Deer Haven Phase 2 Road Reconstruction Project [Wagner]

BACKGROUND:

In 2018 the Common Council conducted the Public Hearing and awarded the paving project.

FINANCIAL IMPACT:

The adoption of the Resolution enacts the special assessments.

RECOMMENDED MOTION:

Common Council approve the Final Engineers Report and Resolution levying the final special assessments.

ATTACHMENTS:

Description

Deer Have Phase 2 Final Engineers Report

Resolution 21-07-25 Deer Haven Phase II

Preliminary Report of the Engineer
On The Proposed Deer Haven Subdivision Phase 2
Pavement Rehabilitation Assessments
In The City of Pewaukee

In accordance with the resolution passed by the City Council of the City of Pewaukee, we herewith submit our report on assessments for the rehabilitation of Deer Haven Subdivision Phase 2 and drainage improvements made in the City of Pewaukee. All data shown here is based on bid prices.

This report consists of the following Schedules:

- Schedule "A": Summary of options for assessments and related costs.
- Schedule "B": Legal descriptions, dated March, 2018, and maps, dated January, 2017, of all parcels within the assessment district.
- Schedule "C": Assessment for each parcel affected.

The properties against which the assessments are proposed are benefited and the improvements constitute an exercise of Police Powers.

Magdelene J. Wagner, P.E.
Director of Public Works/City Engineer
City of Pewaukee
W240 N3065 Pewaukee Road
Pewaukee, WI 53072
July 19, 2021

Prepared by:
Brian G. Leightner, E.I.T.
Civil Engineer
July 14, 2021

Schedule “A” – Deer Haven Subdivision Phase 2

The City of Pewaukee rehabilitated the pavement of Deer Haven Subdivision Phase 2 including Bucks Island Court, Deer Haven Drive, Fawn Court, Whitetail Court, and Wilderness Way. The improvements consisted of road rehabilitation, curb repair, inlet repair, water repair, and sewer repair, and related facilities.

The cost of the road improvements and 50% of curb repairs are apportioned to all property owners abutting the street with direct or indirect access. The City of Pewaukee caps the road assessments to the single family, duplex residential, residential condominium, and lowland conservancy properties. All other properties shall pay the full road assessment.

Inlet repairs, 50% of the curb repairs, and drainage improvements are paid by the Storm Water Management Utility.

Water repairs are paid by the Water Utility. Sewer repairs are paid by the Sewer Utility.

The costs for the improvements in Deer Haven Subdivision Phase 2 are determined on a unit basis.

UNIT RATE COMPUTATIONS

Road Rehabilitation Unit Rate – Deer Haven Subdivision Phase 2

Final Road Reconstruction Costs (see attached breakdown)	\$398,314.46
Engineering, Administration, & Contingencies	\$47,662.14
Total Final Road Reconstruction Assessable Cost	\$445,976.60

$$\frac{\$445,976.60}{97 \text{ units}} = \$4,597.70/\text{unit}$$

Use \$4,597.70 as the Road Rehabilitation Unit Rate¹.

¹A maximum assessment of \$2,562.00 (2018 Pavement Cap) will be assessed to single family, duplex, and condominium residential properties. A maximum assessment of \$811.00 (2018 Paving Cap) will be assessed to lowland conservancy properties.

Storm Water Management – Deer Haven Subdivision Phase 2

Final Drainage Improvement Costs (see attached breakdown)	\$30,370.17
Engineering, Administration, & Contingencies	\$3,634.08
Total Final Drainage Improvement Costs	\$34,004.25

City of Pewaukee Sewer Utility

Final Sewer Utility Costs (see attached breakdown)	\$28,245.67
Engineering, Administration, & Contingencies	\$3,379.86
Total Final Sewer Utility Costs	\$31,625.53

City of Pewaukee Water Utility

Final Water Utility Costs (see attached breakdown)	\$23,165.14
Engineering, Administration, & Contingencies	\$2,771.93
Total Final Water Utility Costs	\$25,937.07

COST SUMMARY

Cost Summary

Total Project Costs	\$537,543.45
Total Deer Haven Phase 2 Assessable Costs (deduct)	\$249,083.40
Total Water Utility Costs (deduct)	\$25,937.07
Total Sewer Costs (deduct)	\$31,625.53
Total Storm Water Utility Costs (deduct)	\$34,004.25
Net Non-assessable and City Costs	\$196,893.21

Computation of Costs
Total Rehabilitation Project Costs

<u>Item</u> <u>No.</u>	<u>Description</u>	<u>Unit</u>	<u>Final</u> <u>Quantity</u>	<u>Bid Unit</u> <u>Price</u>	<u>Cost</u>
1	Mobilization	L.S.	1	\$1,302.75	\$1,302.75
2	Traffic Control	L.S.	1	\$3,000.00	\$3,000.00
3	Inlet sediment guards type "C"	EA.	48	\$45.00	\$2,160.00
		1000			
4	Dust Control with water	GAL	7.5	\$300.00	\$2,250.00
5	Full depth saw cut pavement	L.F.	182.5	\$3.50	\$638.75
6	Full depth pavement milling	S.Y.	10,400	\$5.05	\$52,520.00
	1 1/4 inch crushed limestone T.B. base				
7	aggregate	TON	278.86	\$17.00	\$4,740.62
8	Excavation below subgrade	C.Y.	768	\$13.00	\$9,984.00
9	Excavation below subgrade backfill	TON	1,536	\$13.00	\$19,968.00
10	Geo-grid subgrade stabilization material	S.Y.	2,229.5	\$0.05	\$111.48
11	3 1/4 inch asphaltic concrete binder course	TON	1,493	\$47.00	\$70,171.00
12	Tack coat	GAL.	1,100	\$0.05	\$55.00
	1 3/4 inches asphaltic concrete surface				
13	course	TON	1,878.76	\$50.00	\$93,938.00
20	Concrete Curb and gutter replacement	L.F.	988	\$40.00	\$39,520.00
	HES concrete curb and gutter replacement				
21	for driveways	L.F.	280.1	\$40.00	\$11,204.00
22	3" asphaltic concrete driveway repair	S.F.	159.07	\$15.00	\$2,386.05
	Sanitary sewer manhole frame and cover				
23	replacement	EA.	3	\$1,250.00	\$3,750.00
	Sanitary sewer manhole internal seal				
24	replacement and testing	EA.	1	\$675.00	\$675.00
25	Storm manhole chimney ring replacement	V.I.	7.75	\$250.00	\$1,937.50
26	Storm manhole frame and grate replacement	EA.	1	\$850.00	\$850.00
27	Water Valve box top section replacement	EA.	20	\$600.00	\$12,000.00
28	Water valve box cleaning	EA.	9	\$350.00	\$3,150.00
	Water valve box adjustment: straighten top				
29	section	EA.	3	\$750.00	\$2,250.00
30	Topsoil, seed, fertilizer, and hydromulch	S.Y.	314	\$12.50	\$3,925.00
	Full depth pavement milling (in addition to				
31	bid item 14)	S.Y.	7,620	\$5.02	\$38,252.40
	3 1/4 inch asphaltic concrete binder course				
35	(in addition to bid item 11)	TON	1,494.54	\$47.00	\$70,243.38
	Sanitary sewer manhole chimney ring				
36	replacement	V.I.	58.25	\$250.00	\$14,562.50
	Sanitary sewer manhole internal/external				
37	seal replacement and testing	EA.	12	\$750.00	\$9,000.00

Total Rehabilitation Project Costs – Continued

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Final Quantity</u>	<u>Bid Unit Price</u>	<u>Cost</u>
38	Water Valve box middle section replacement	EA.	6	\$775.00	\$4,650.00
39	Water Valve box bottom section replacement	EA.	1	\$900.00	\$900.00
Subtotal of Contract					\$480,095.43
Engineering, Administration, & Contingencies					\$57,448.02
Total Project Costs					\$537,543.45

Total Road Rehabilitation & Assessment Costs – Deer Haven Subdivision Phase 2

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Final Quantity</u>	<u>Bid Unit Price</u>	<u>Cost</u>
1	Mobilization	L.S.	0.83	\$1,302.75	\$1,081.28
2	Traffic Control	L.S.	0.83	\$3,000.00	\$2,490.00
3	Inlet sediment guards type "C"	EA.	48	\$45.00	\$2,160.00
		1000			
4	Dust Control with water	GAL	7.5	\$300.00	\$2,250.00
5	Full depth saw cut pavement	L.F.	182.5	\$3.50	\$638.75
6	Full depth pavement milling	S.Y.	10,400	\$5.05	\$52,520.00
7	1 1/4 inch crushed limestone T.B. base aggregate	TON	278.86	\$17.00	\$4,740.62
8	Excavation below subgrade	C.Y.	768	\$13.00	\$9,984.00
9	Excavation below subgrade backfill	TON	1,536	\$13.00	\$19,968.00
10	Geo-grid subgrade stabilization material	S.Y.	2,229.5	\$0.05	\$111.48
11	3 1/4 inch asphaltic concrete binder course	TON	1,493	\$47.00	\$70,171.00
12	Tack coat	GAL.	1,100	\$0.05	\$55.00
13	1 3/4 inches asphaltic concrete surface course	TON	1,878.76	\$50.00	\$93,938.00
20	Concrete Curb and gutter replacement	L.F.	494	\$40.00	\$19,760.00
	HES concrete curb and gutter replacement for driveways	L.F.	140.05	\$40.00	\$5,602.00
22	3" asphaltic concrete driveway repair	S.F.	159.07	\$15.00	\$2,386.05
30	Topsoil, seed, fertilizer, and hydromulch	S.Y.	157.00	\$12.50	\$1,962.50
	Full depth pavement milling (in addition to bid item 14)	S.Y.	7,620.00	\$5.02	\$38,252.40
35	3 1/4 inch asphaltic concrete binder course (in addition to bid item 11)	S.Y.	1,494.54	\$47.00	\$70,243.38
Subtotal of Contract					\$398,314.46
Engineering, Administration, & Contingencies					\$47,662.14
Total Project Costs					\$445,976.60

Total Units abutting the Road = 97 units

Computation of Unit Cost: $\frac{\$445,976.60}{97 \text{ units}} = \$4,597.70/\text{unit}$

Use \$4,597.70 as the Road Rehabilitation Unit Rate¹.

¹A maximum assessment of \$2,562.00 (2018 Pavement Cap) will be assessed to single family, duplex, and condominium residential properties. A maximum assessment of \$811.00 (2018 Paving Cap) will be assessed to lowland conservancy properties.

Total Storm Water Utility Costs – Deer Haven Subdivision Phase 2

<u>Item</u> <u>No.</u>	<u>Description</u>	<u>Unit</u>	<u>Final</u> <u>Quantity</u>	<u>Bid Unit</u> <u>Price</u>	<u>Cost</u>
1	Mobilization	L.S.	0.06	\$1,302.75	\$78.17
2	Traffic Control	L.S.	0.06	\$3,000.00	\$180.00
20	Concrete Curb and gutter replacement	L.F.	494	\$40.00	\$19,760.00
21	HES concrete curb and gutter replacement for driveways	L.F.	140.05	\$40.00	\$5,602.00
25	Storm manhole chimney ring replacement	V.I.	7.75	\$250.00	\$1,937.50
26	Storm manhole frame and grate replacement	EA.	1	\$850.00	\$850.00
30	Topsoil, seed, fertilizer, and hydromulch	S.Y.	157.0	\$12.50	\$1,962.50
Subtotal					\$30,370.17
Engineering, Administration, & Contingencies					\$3,634.08
Total Project Costs					\$34,004.25

Total Storm Water Utility Project Costs – Deer Haven = \$34,004.25

Total Sewer Utility Costs

<u>Item</u> <u>No.</u>	<u>Description</u>	<u>Unit</u>	<u>Final</u> <u>Quantity</u>	<u>Bid Unit</u> <u>Price</u>	<u>Cost</u>
1	Mobilization	L.S.	0.06	\$1,302.75	\$78.17
2	Traffic Control	L.S.	0.06	\$3,000.00	\$180.00
23	Sanitary sewer manhole frame and cover replacement	EA.	3	\$1,250.00	\$3,750.00
24	Sanitary sewer manhole internal seal replacement and testing	EA.	1	\$675.00	\$675.00
36	Sanitary sewer manhole chimney ring replacement	V.I.	58.25	\$250.00	\$14,562.50
37	Sanitary sewer manhole internal/external seal replacement and testing	EA.	12	\$750.00	\$9,000.00
Subtotal of Contract					\$28,245.67
Engineering, Administration, & Contingencies					\$3,379.86
Total Project Costs					\$31,625.53

Total Sewer Utility Project Costs = \$31,625.53

Total Water Utility Costs

<u>Item</u> <u>No.</u>	<u>Description</u>	<u>Unit</u>	<u>Final</u> <u>Quantity</u>	<u>Bid Unit</u> <u>Price</u>	<u>Cost</u>
1	Mobilization	L.S.	0.05	\$1,302.75	\$65.14
2	Traffic Control	L.S.	0.05	\$3,000.00	\$150.00
27	Water Valve box top section replacement	EA.	20	\$600.00	\$12,000.00
28	Water valve box cleaning	EA.	9	\$350.00	\$3,150.00
29	Water valve box adjustment: straighten top section	EA.	3	\$750.00	\$2,250.00
38	Water Valve box middle section replacement	EA.	6	\$775.00	\$4,650.00
39	Water Valve box bottom section replacement	EA.	1	\$900.00	\$900.00
Subtotal of Contract					\$23,165.14
Engineering, Administration, & Contingencies					\$2,771.93
Total Project Costs					\$25,937.07

Total Water Utility Project Costs = \$25,937.07

Schedule "B": Legal Description

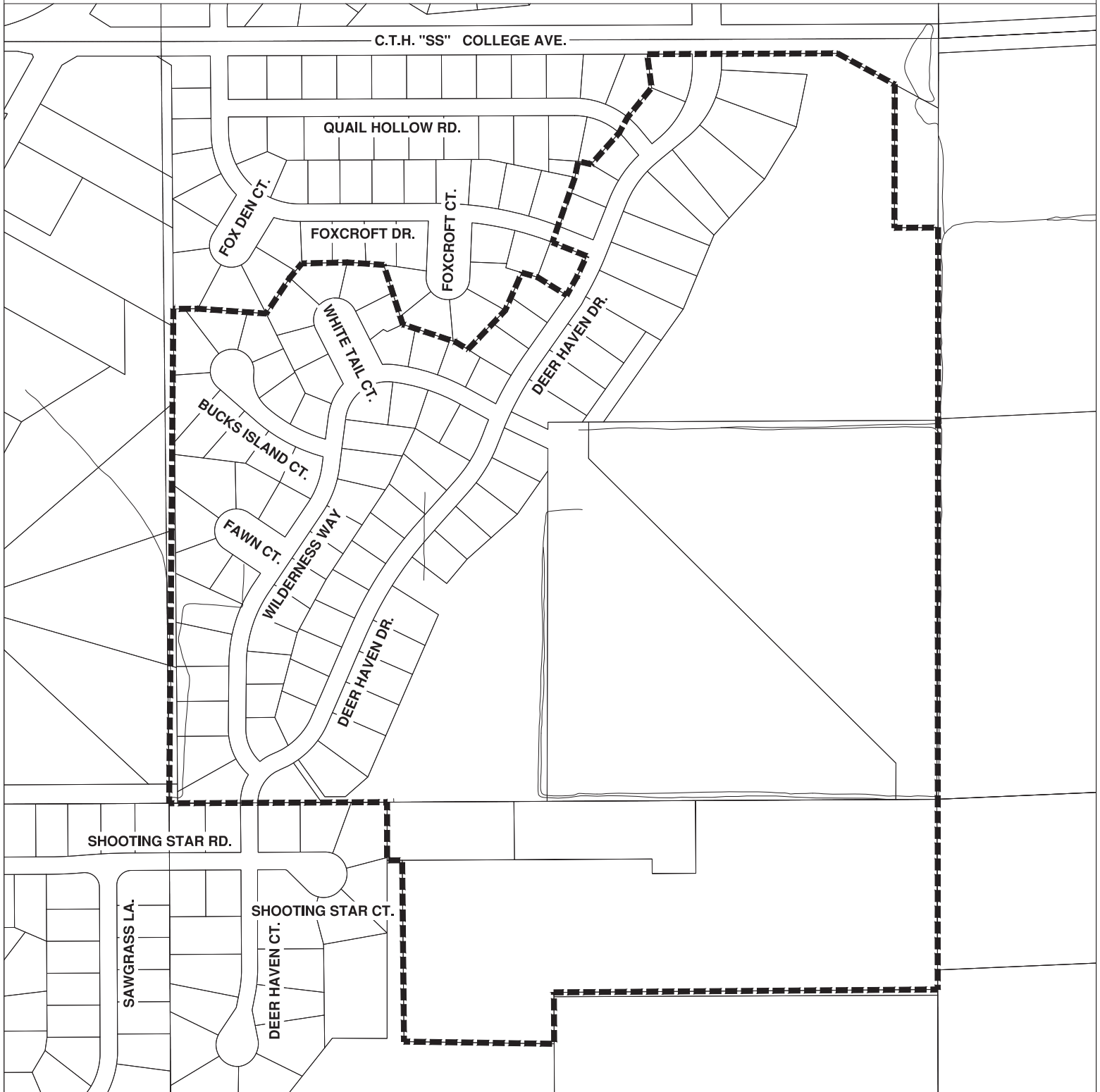
March 9, 2018

All that part of Southeast $\frac{1}{4}$ of Section 17, Township 7 North, Range 19 East, City of Pewaukee, Waukesha County, Wisconsin, more fully described as follows:

All lands abutting Bucks Island Court, Deer Haven Drive, Fawn Court, Whitetail Court, and Wilderness Way.

Magdelene J. Wagner, P.E.
Assistant City Engineer
City of Pewaukee

DEER HAVEN PHASE 2 2018 PAVING PROGRAM
ROAD RESURFACING
RD-18-574230
ROAD ASSESSMENT
CITY OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN



LEGEND

■■■■■■■■ ROAD ASSESSMENT
AREA BOUNDARY



0 100 200 300 400 500 1000
SCALE IN FEET



SCHEDULE C
FINAL ASSESSMENT ROLL
DEER HAVEN SUBDIVISION PHASE 2 2018 PAVING
RD-18-57423

NO.	OWNERS NAME AND ADDRESS	TAX KEY NO.	DESCRIPTION	Unit	COST/Unit	COST	ASSESSMENT CAP	TOTAL ASSESSMENT
1	MICHAEL RODGERS AND JENNIFER RODGERS W261N2522 DEER HAVEN DR PEWAUKEE WI 53072-4556	PWC 0932022	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
2	MARK W GLOVER & AMBER M GLOVER W261N2530 DEER HAVEN DR PEWAUKEE WI 53072-4556	PWC 0932023	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
3	TOM CASANOVA AND MERRICK PEARSON W261N2544 DEER HAVEN DR PEWAUKEE WI 53072-4556	PWC 0932024	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
4	PATRICK M FETHERSTON & TRICIA FETHERSTON W261N2552 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932025	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
5	NATHAN GOODMAN & CARRIE GOODMAN W261N2566 DEER HAVEN DR PEWAUKEE WI 53072-4556	PWC 0932026	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
6	RAJENDRA K KOTHARI & YASMIN K BHATHENA W261N2588 DEER HAVEN DR PEWAUKEE WI 53072-4556	PWC 0932027	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
7	KEITH AKERS & KATHERINE AKERS W261N2620 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932028	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
8	ANN DEE AUSTIN & JOHN R AUSTIN FAMILY TRUST W261N2642 DEER HAVEN DR PEWAUKEE WI 53072-4557	PWC 0932029	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
9	JAMES M THOMPSON W261N2653 DEER HAVEN DR PEWAUKEE WI 53072-4595	PWC 0932030	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
10	KAREN A AND DREW J BROOKS REVOCABLE LIVING TRUST W261N2641 DEER HAVEN DR PEWAUKEE WI 53072-4595	PWC 0932031	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
11	SEAN V CARNEY & JOYCE M CARNEY W261N2587 DEER HAVEN DR PEWAUKEE WI 53072-4556	PWC 0932055	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00

SCHEDULE C
FINAL ASSESSMENT ROLL
DEER HAVEN SUBDIVISION PHASE 2 2018 PAVING
RD-18-57423

NO.	OWNERS NAME AND ADDRESS	TAX KEY NO.	DESCRIPTION	Unit	COST/Unit	COST	ASSESSMENT CAP	TOTAL ASSESSMENT
12	MICHAEL J VIGNEAU AND CARA A VIGNEAU W261N2559 DEER HAVEN DR PEWAUKEE WI 53072-4556	PWC 0932056	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
13	STEPHEN E MONROE & BROOKE M MONROE N26W26242 FOXCROFT DR PEWAUKEE WI 53072	PWC 0932057	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
14	LOT OWNERS OF DEER HAVEN PO BOX 644 PEWAUKEE WI 53072	PWC 0932069	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$811.00	\$811.00
15	MICHAEL HACKNEY & MARILYN HACKNEY W262N2521 DEER HAVEN DR PEWAUKEE WI 53072-4558	PWC 0932072	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
16	PATRICK HEEREY & KRISTINE HEEREY W262N2513 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932073	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
17	JEROME BRUCHERT & NANCY BRUCHERT W261N2518 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932074	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
18	ANDREW STOKER AND AMANDA SIMMONS W261N2512 DEER HAVEN DR PEWAUKEE WI 53072-4556	PWC 0932075	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
19	KAREN A STARICH W262N2476 DEER HAVEN DR PEWAUKEE WI 53072-4572	PWC 0932076	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
20	JOHN WARCZAK & JACALYN WARCZAK W262N2464 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932077	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
21	ROBERT VANWILLIGEN & PATRICIA VANWILLIGEN W262N2442 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932078	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
22	BENJAMIN A WILKEY AND BUFFY WILKEY W262N2438 DEER HAVEN DR PEWAUKEE WI 53072-4572	PWC 0932079	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
23	THOMAS HACKL & KRISTIN HACKL W262N2426 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932080	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00

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NO.	OWNERS NAME AND ADDRESS	TAX KEY NO.	DESCRIPTION	Unit	COST/Unit	COST	ASSESSMENT CAP	TOTAL ASSESSMENT
24	MARTIN DEMETER & JUDITH DEMETER W262N2418 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932081	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
25	JOHN H FARROW JR & MARGARET A FARROW W262N2402 DEER HAVEN DR PEWAUKEE WI 53072-4572	PWC 0932082	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
26	CYNTHIA A ROKUS W263N2366 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932083	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
27	EDWARD J & ELIZABETH A GAFFNEY REVOCABLE TRUST W263N2350 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932084	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
28	KEVIN L JOHNSTON W263N2348 DEER HAVEN DR PEWAUKEE WI 53072-5490	PWC 0932085	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
29	LIVING TRUST W263N2336 DEER HAVEN DR PEWAUKEE WI 53072-5490	PWC 0932086	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
30	EMIL MAYER & HELEN MAYER W263N2324 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932087	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
31	JAMES ROLFSMEYER & ANNETTE ROLFSMEYER W263N2312 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932088	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
32	DAVID FUNKE & TRISHA FUNKE W263N2300 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932089	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
33	PETER DAHLQUIST W263N2310 WILDERNESS WAY PEWAUKEE WI 53072-5489	PWC 0932090	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
34	FRANK J PACOCHA W263N2321 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932091	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00

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NO.	OWNERS NAME AND ADDRESS	TAX KEY NO.	DESCRIPTION	Unit	COST/Unit	COST	ASSESSMENT CAP	TOTAL ASSESSMENT
35	JOSHUA J RADOMSKI & HEATHER M RADOMSKI W263N2333 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932092	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
36	JARED AND LANA PIEPER LIVING TRUST W263N2345 DEER HAVEN DR PEWAUKEE WI 53072-5490	PWC 0932093	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
37	PETER D KNOKE & JENNIFER L KNOKE W263N2351 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932094	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
38	MARK R JOHNSON & CAROL M JOHNSON W263N2367 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932095	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
39	BRIAN RIPP & CARRIE RIPP W263N2379 DEER HAVEN DR PEWAUKEE WI 53072-5490	PWC 0932096	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
40	DAVID ROSEN & ANGELA LIBRIZZI W263N2381 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932097	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
41	CYNTHIA K GRAN W263N2405 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932098	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
42	KEVIN P MOLONEY & SANDRA C MOLONEY W263N2413 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932099	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
43	ROSE M FADROW W263N2421 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932100	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
44	MILLER REVOCABLE TRUST W263N2437 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932101	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
45	JOHN J & NANCY S CIANCIOLO REVOCABLE TRUST N24W26321 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932102	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00

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46	LEIGH ANN ZIMMER N24W26339 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932103	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
47	JASON NAVARRO & LORI NAVARRO N24W26357 WILDERNESS WAY PEWAUKEE WI 53072-4568	PWC 0932104	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
48	TERRY ZIMMERMAN & MARY JANE ZIMMERMAN W262N2426 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932105	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
49	CHAD BURKS & DEBRA BURKS W263N2416 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932106	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
50	YUJIAO TAO W263N2390 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932107	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
51	WILLIAM DUBIEL & KATHLEEN DUBIEL W263N2382 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932108	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
52	HOOMAN HAKAMI & CHRISTINE HAKAMI 9485 N VALLEY HILL RD MILWAUKEE WI 53217-1038	PWC 0932109	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
53	JAMES BECKER & BEVERLY BECKER W263N2366 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932110	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
54	ALAN S & ANN S MEYERS REVOCABLE TRUST W263N2354 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932111	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
55	KURT SCHUSTER & LYNN SCHUSTER W263N2342 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932112	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
56	CLINTON R SATYAVELU & KRISTIN L SATYAVELU W263N2338 WILDERNESS WAY PEWAUKEE WI 53072-5489	PWC 0932113	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00

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57	DREW GALOW & MELINDA GALOW W263N2322 WILDERNESS WAY PEWAUKEE WI 53072-5489	PWC 0932114	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
58	PETER J IKUSZ W264N2303 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932115	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
59	LOGAN W WEHKING & KARI A WEHKING W264N2309 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932116	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
60	SHANE M PIEPER & LISA J PIEPER W264N2323 WILDERNESS WAY PEWAUKEE WI 53072-5489	PWC 0932117	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
61	BRIAN P SNIFF AND LESLIE A SNIFF W264N2337 WILDERNESS WAY PEWAUKEE WI 53072-5489	PWC 0932118	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
62	SCOTT MORGAN & SUSAN MORGAN W264N2341 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932119	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
63	RICHARD R TALKOWSKI & KRISTINA M TALKOWSKI W264N2355 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932120	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
64	JAMES P PLEWA & JESSICA L PLEWA W264N2359 FAWN CT PEWAUKEE WI 53072-5488	PWC 0932121	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
65	JEFFREY & MARSHA FALLOWS LIVING TRUST W264N2363 FAWN CT PEWAUKEE WI 53072	PWC 0932122	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
66	SAMUEL W ECOFF & KARA B ECOFF W264N2377 FAWN CT PEWAUKEE WI 53072-5488	PWC 0932123	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
67	DANIEL BAAR & CHRISTINE BAAR W264N2381 FAWN CT PEWAUKEE WI 53072	PWC 0932124	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00

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NO.	OWNERS NAME AND ADDRESS	TAX KEY NO.	DESCRIPTION	Unit	COST/Unit	COST	ASSESSMENT CAP	TOTAL ASSESSMENT
68	JESSE M BEWER & DANIELLE S BEWER W264N2343 FAWN CT PEWAUKEE WI 53072-5488	PWC 0932125	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
69	MICHAEL LANKO & PATRICIA LANKO W264N2399 FAWN CT PEWAUKEE WI 53072	PWC 0932126	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
70	MATTHEW T TRAPP N24W26405 BUCKS ISLAND CT PEWAUKEE WI 53072-4569	PWC 0932127	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
71	RICHARD ZIPPERER & RITA ZIPPERER N24W26419 BUCKS ISLAND CT PEWAUKEE WI 53072	PWC 0932128	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
72	RANDALL J & LINDA C REESE REVOCABLE TRUST DATED MARCH 18, 2013 N24W26427 BUCKS ISLAND CT PEWAUKEE WI 53072	PWC 0932129	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
73	T SCOTT BENTLEY & NANCY J CHANDER N24W26455 BUCKS ISLAND CT PEWAUKEE WI 53072	PWC 0932130	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
74	BRADLEY D SERVAIS & MICHELLE S SERVAIS N24W26461 BUCKS ISLAND CT PEWAUKEE WI 53072	PWC 0932131	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
75	GERALD QUERIO & MARGUERITE QUERIO N24W26489 BUCKS ISLAND CT PEWAUKEE WI 53072	PWC 0932132	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
76	ROBERT HERMAN & STACEY HERMAN N25W26490 BUCKS ISLAND CT PEWAUKEE WI 53072	PWC 0932133	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
77	RICHARD K WAGNER & DEBORAH M WAGNER N25W26466 BUCKS ISLAND CT PEWAUKEE WI 53072-4569	PWC 0932134	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
78	JOSEPH H MEHRING N25W26444 BUCKS ISLAND CT PEWAUKEE WI 53072-4569	PWC 0932135	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00

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79	MARK J GOYETTE & JULIE J GOYETTE N25W26420 BUCKS ISLAND CT PEWAUKEE WI 53072	PWC 0932136	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
80	DONALD TIGHE & KERRY TIGHE W264N2464 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932137	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
81	ADEBUKOLA O BENSON W264N2477 WILDERNESS WAY PEWAUKEE WI 53072-4573	PWC 0932138	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
82	CHAD HENDRICKS AND ANNA HENDRICKS N25W26473 WHITETAIL CT PEWAUKEE WI 53072	PWC 0932139	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
83	ANTHONY D PETERSEN & DEBORAH E PETERSEN N25W26481 WHITETAIL CT PEWAUKEE WI 53072	PWC 0932140	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
84	BRYAN S DAVIS & COURTNEY B DAVIS N25W26378 WHITETAIL CT PEWAUKEE WI 53072	PWC 0932141	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
85	BARR TRUST N25W26362 WHITETAIL CT PEWAUKEE WI 53072	PWC 0932142	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
86	JEREMY HORBERT AND SHIRLEY HORBERT N25W26352 WHITETAIL CT PEWAUKEE WI 53072-4574	PWC 0932143001	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
87	ALANKAR TANDON AND SUCHARITA TANDON N25W26342 WILDERNESS WAY PEWAUKEE WI 53072-4568	PWC 0932144001	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
88	ERIC S EKLUND & JENNIFER R EKLUND N25W26336 WILDERNESS WAY PEWAUKEE WI 53072	PWC 0932145	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
89	MATTHEW R MELBY & KATHLEEN M VARANI N25W26324 WILDERNESS WAY PEWAUKEE WI 53072-4568	PWC 0932146	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
90	PAN TAE OH & SUSAN OH W262N2467 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932147	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00

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91	KEVIN M JOHNSON W262N2477 DEER HAVEN DR PEWAUKEE WI 53072	PWC 0932148	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
92	LOT OWNERS OF DEER HAVEN III PO BOX 644 PEWAUKEE WI 53072	PWC 0932150	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$811.00	\$811.00
93	STEVEN F HAAS AND COLLEEN F HAAS W262N2450 DEERHAVEN DR PEWAUKEE WI 53072-4572	PWC 0932151001	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
94	AMANDA L BROWN 3030 HIDDEN LAKE DR BROOKFIELD WI 53005-4014	PWC 0932151002	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
95	CITY OF PEWAUKEE WATER UTILITY W240N3065 PEWAUKEE RD PEWAUKEE WI 53072	PWC 0941994003	Road Reconstruction	1.00	\$4,597.70	\$4,597.70		\$4,597.70
96	CITY OF PEWAUKEE WATER UTILITY W240N3065 PEWAUKEE RD PEWAUKEE WI 53072	PWC 0941994006	Road Reconstruction	1.00	\$4,597.70	\$4,597.70		\$4,597.70
97	MARLENE FADROW CAREW 26922 HONEYMOON AVE LEESBURG FL 34748-9127	PWC 0941994007	Road Reconstruction	1.00	\$4,597.70	\$4,597.70	\$2,562.00	\$2,562.00
TOTAL CONTRIBUTION IN AID OF ROAD CONSTRUCTION				97.00				\$249,083.40

The properties against which contributions in aid of construction are proposed are benefited and the improvements constitute an exercise in Police Powers.

RESOLUTION 21-07-25
FINAL RESOLUTION FOR SPECIAL ASSESSMENTS FOR CONSTRUCTION OF
DEER HAVEN PHASE 2 SUBDIVISION PAVEMENT RECONDITIONING AND
RELATED FACILITIES
UNDER SECTION 66.0703, WISCONSIN STATUTES

WHEREAS, The Common Council of the City of Pewaukee has adopted a special assessment policy in regard to improvement of all streets, roads, and related facilities; and

WHEREAS, The Common Council of the City of Pewaukee did authorize previously the cost of the road rehabilitation, drainage improvements, and appurtenances of Deer Haven Phase 2; and

WHEREAS, The Common Council of the City of Pewaukee, Waukesha County, Wisconsin held a public hearing at City Hall Council Chambers, located at W240N3065 Pewaukee Road, Pewaukee, WI at 6:00 pm on the 6th day of February, 2017 to receive comments from those property owners directly affected by such improvements; and

NOW, THEREFORE, BET IT HEREBY RESOLVED: That the Common Council of the City of Pewaukee, to adopt this resolution as follows:

1. That the final report prepared by the City Engineer dated July 14, 2021, is hereby adopted and made a part of this resolution.
2. That the total cost of said improvement of \$537,543.45 including engineering and contingency fees, be paid by assessing the cost to the properties benefited as indicated in said report and based upon the adopted special assessment policies of the City of Pewaukee.
3. That the benefit shown on the report, as modified, is true and correct and has been determined on a reasonable basis and is hereby confirmed.
4. That this assessment is an exercise of the police power of the City of Pewaukee and have been determined on a reasonable basis and will result in a benefit to each and every property being assessed.
5. That the Common Council has previously determined that the bid for the drainage improvements of and road rehabilitation of Deer Haven Phase 2 to Payne & Dolan, Incorporated, based on the lowest qualified bid be accepted and that the contract was thereupon let to aid bidder in the bid amount of \$474,000.00.
6. That the payment for the debt incurred for the road be made by assessing the cost to the property benefited and on the following terms and conditions:
 - a. **Road Assessment:**
 - i. The Road Assessment is \$4,597.70 per unit that is capped at \$2,562.00 per unit for single family, duplex, and condominium residential properties. That the assessments may be paid in cash in full on or before October 31, 2021 or in ten annual installments to the City Treasurer, installment payments to bear annual simple interest at the rate of 2.49% per annum on

the unpaid balance and said first installment being due on the date when real estate taxes are due and annually by October 31st thereafter. All assessments or installments which are not paid by the date specified shall be extended upon the tax roll as a delinquent tax against the property and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special assessment, except as otherwise provided by statute.

- ii. If there exists the potential for future units within the local road assessment area. Additional units may become payable per the Special Assessment of Street and Street Related Improvements Policy (Resolution 06-02-1 or as otherwise revised/updated) for a period of 5 years from the date of final resolution. The additional assessment will be due at the time of subdivision (via Certified Survey Map (CSM), Plat or Survey, or other land division methods).
7. That the City Clerk shall publish this Final Resolution as a Class 1 Notice in the area upon which this assessment is levied and shall mail a copy of this Resolution and a statement of the final assessment against the benefited properties to each property owner who appears on the assessment roll, whose post office address is known or can with reasonable diligence, be ascertained. In the notice published and mailed, a map shall be enclosed and shall be published and mailed with the notice as will reasonably describe the area upon which this assessment is being levied. This assessment is levied upon all properties within the project area having direct access to Deer Haven Subdivision Phase 1. Each of said property owners shall be assessed in accordance with the Engineer's Report.

This Final Resolution passed and adopted this 19th day of July, 2021.

CITY OF PEWAUKEE

X

Steve Bierce
Mayor

ATTEST:

X

Kelly M. Tarczewski
Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 13.**

DATE: July 19, 2021

DEPARTMENT: PW - Engineering

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action Regarding Steeplechase Phase 1 Road Rehabilitation Project [Wagner]

BACKGROUND:

In 2018 the Common Council conducted the Public Hearing and awarded the paving project.

FINANCIAL IMPACT:

The adoption of the Resolution enacts the special assessments.

RECOMMENDED MOTION:

Common Council approve the Final Engineers Report and Resolution levying the final special assessments.

ATTACHMENTS:

Description

Steeplechase Phase 1 Final Engineers Report

Resolution 21-07-26 Steeplechase

Final Report of the Engineer
On The Proposed Steeplechase Subdivision Phase 1
Pavement Rehabilitation Assessments
In The City of Pewaukee

In accordance with the resolution passed by the City Council of the City of Pewaukee, we herewith submit our report on assessments for the rehabilitation of Steeplechase Subdivision Phase 1 and drainage improvements made in the City of Pewaukee. All data shown here is based on bid prices.

This report consists of the following Schedules:

- Schedule “A”: Summary of options for assessments and related costs.
- Schedule “B”: Legal descriptions, dated February, 2018, and maps, dated February 2018, of all parcels within the assessment district.
- Schedule “C”: Assessment for each parcel affected.

The properties against which the assessments are proposed are benefited and the improvements constitute an exercise of Police Powers.

Magdelene J. Wagner, P.E.
Director of Public Works/City Engineer
City of Pewaukee
W240 N3065 Pewaukee Road
Pewaukee, WI 53072
July 19, 2021

Prepared by:
Brian G. Leightner, E.I.T.
Civil Engineer
July 14, 2021

Schedule “A” – Steeplechase Subdivision Phase 1

The City of Pewaukee is rehabilitating the pavement of Steeplechase Subdivision Phase 1 including Coachman Drive, Homestead Road, Steeplechase Court, and Steeplechase Drive. The improvements consisted of road rehabilitation, curb repair, inlet repair, water repair, and sewer repair, and related facilities.

The cost of the road improvements and 50% of curb repairs are apportioned to all property owners abutting the street with direct or indirect access. The City of Pewaukee caps the road assessments to the single family, duplex residential and residential condominium properties. All other properties shall pay the full road assessment.

Inlet repairs, 50% of the curb repairs, and drainage improvements are paid by the Storm Water Management Utility.

Water repairs are paid by the Water Utility. Sewer repairs are paid by the Sewer Utility.

The HOA requested the outlot assessments be placed on each lot therefore, the assessments for Outlots will be included on the 2019 Paving project assessments.

The costs for the improvements in Steeplechase Subdivision Phase 1 are determined on a unit basis.

UNIT RATE COMPUTATIONS

Road Rehabilitation Unit Rate – Steeplechase Subdivision Phase 1

Road Reconstruction Costs (see attached breakdown)	\$307,893.91
Engineering, Administration, & Contingencies	\$44,475.33
Total Road Reconstruction Assessable Cost	\$352,369.24

$$\frac{\$ 352,491.12}{55 \text{ units}} = \$6,406.71/\text{unit}$$

Use \$6,406.71 as the Road Rehabilitation Unit Rate¹.

¹A maximum assessment of \$2,562.00 (2018 Pavement Cap) will be assessed to single family, duplex, and condominium residential properties.

Storm Water Management – Steeplechase Subdivision Phase 1

Drainage Improvement Costs (see attached breakdown)	\$16,332.36
Engineering, Administration, & Contingencies	\$4,899.71
Total Drainage Improvement Costs	\$21,232.07

City of Pewaukee Sewer Utility

Sewer Utility Costs (see attached breakdown)	\$12,234.74
Engineering, Administration, & Contingencies	\$1,767.31
Total Sewer Utility Costs	\$14,002.05
<u>City of Pewaukee Water Utility</u>	

Water Utility Costs (see attached breakdown)	\$17,391.24
Engineering, Administration, & Contingencies	\$2,512.17
Total Water Utility Costs	\$19,903.40

COST SUMMARY

Cost Summary

Total Project Costs	\$ 404,966.28
Total Steeplechase Phase 1 Assessable Costs (deduct)	\$ (140,910.00)
Total Water Utility Costs (deduct)	\$ (19,903.40)
Total Sewer Costs (deduct)	\$ (14,002.05)
Total Storm Water Utility Costs (deduct)	\$ (21,232.07)
Net Non-assessable and City Costs	\$ 208,918.75

Computation of Costs
Total Rehabilitation Project Costs

<u>Item</u> <u>No.</u>	<u>Description</u>	<u>Unit</u>	<u>Final</u> <u>Quantity</u>	<u>Bid Unit</u> <u>Price</u>	<u>Cost</u>
1	Mobilization	L.S.	1.00	\$ 2,324.75	\$ 2,324.75
2	Traffic Control	L.S.	1.00	\$ 3,000.00	\$ 3,000.00
3	Inlet sediment guards type "C"	EA.	28.00	\$ 45.00	\$ 1,260.00
		1000			
4	Dust Control with water	GAL	15.00	\$ 300.00	\$ 4,500.00
5	Full depth saw cut pavement	L.F.	156.80	\$ 3.50	\$ 548.80
6	Full depth pavement milling	S.Y.	5,765.00	\$ 5.05	\$ 29,113.25
	1 1/4 inch crushed limestone T.B. base				
7	aggregate	TON	127.00	\$ 17.00	\$ 2,159.00
8	Excavation below subgrade	C.Y.	805.34	\$ 13.00	\$ 10,469.42
9	Excavation below subgrade backfill	TON	3,281.04	\$ 13.00	\$ 42,653.52
10	Geo-grid subgrade stabilization material	S.Y.	1,620.00	\$ 0.05	\$ 81.00
11	3 1/4 inch asphaltic concrete binder course	TON	933.95	\$ 47.00	\$ 43,895.65
12	Tack coat	GAL.	650.00	\$ 0.05	\$ 32.50
	1 3/4 inches asphaltic concrete surface				
13	course	TON	1,246.15	\$ 50.00	\$ 62,307.50
20	Concrete Curb and gutter replacement	L.F.	397.60	\$ 40.00	\$ 15,904.00
	HES concrete curb and gutter replacement				
21	for driveways	L.F.	113.30	\$ 40.00	\$ 4,532.00
22	3" asphaltic concrete driveway repair	S.F.	10.20	\$ 15.00	\$ 153.00
23	6" HES concrete Driveway repair	S.F.	16.80	\$ 30.00	\$ 504.00
	Unbury sanitary sewer manhole and allow				
24	for inspection	EA.	1.00	\$ 300.00	\$ 300.00
25	Storm manhole chimney ring replacement	V.I.	14.00	\$ 250.00	\$ 3,500.00
26	Water Valve box top section replacement	EA.	16.00	\$ 600.00	\$ 9,600.00
27	Water valve box cleaning	EA.	3.00	\$ 350.00	\$ 1,050.00
28	Water valve box raising	EA.	2.00	\$ 225.00	\$ 450.00
29	Topsoil, seed, fertilizer, and hydromulch	S.Y.	103.70	\$ 12.50	\$ 1,296.25
CO-2	230: Full depth pavement milling (in lieu of Bid Item 214).	S.Y.	6,395.00	\$ 4.67	\$ 29,864.65
CO-2	231: Excavation below subgrade (in addition to Bid Item 208).	C.Y.	835.18	\$ 13.00	\$ 10,857.34
CO-2	233: Geo-grid subgrade stabilization material (in addition to Bid Item 210).	S.Y.	2,033.31	\$ 0.05	\$ 101.67
CO-2	234: 3 1/4 inch asphaltic concrete binder course (in addition to Bid Item 211).	TON	1,146.68	\$ 47.00	\$ 53,893.96
CO-3	236: Sanitary sewer manhole internal seal replacement and testing.	EA.	13.00	\$ 675.00	\$ 8,775.00

Total Rehabilitation Costs - Continued

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Final Quantity</u>	<u>Bid Unit Price</u>	<u>Cost</u>
CO-3	237: Sanitary sewer manhole chimney ring replacement.	V.I.	12.00	\$ 250.00	\$ 3,000.00
CO-3	239: Water valve box middle section replacement.	EA.	5.00	\$ 750.00	\$ 3,750.00
CO-3	240: Water valve box bottom section replacement.	EA.	1.00	\$ 775.00	\$ 775.00
CO-3	243: Storm manhole frame and grate replacement.	EA.	2.00	\$ 850.00	\$ 1,700.00
CO-3	Water valve box adjustment: straighten top section.	EA.	2.00	\$ 750.00	\$ 1,500.00
Subtotal of Contract					\$ 353,852.26
Engineering, Administration, & Contingencies					\$ 51,114.02
Total Project Costs					\$ 404,966.28

Total Road Rehabilitation & Assessment Costs – Steeplechase Subdivision Phase 1

<u>Item</u> <u>No.</u>	<u>Description</u>	<u>Unit</u>	<u>Actual</u> <u>Quantity</u>	<u>Bid Unit</u> <u>Price</u>	<u>Cost</u>
1	Mobilization	L.S.	0.87	\$ 2,324.75	\$ 2,022.53
2	Traffic Control	L.S.	0.87	\$ 3,000.00	\$ 2,610.00
3	Inlet sediment guards type "C"	EA.	28.00	\$ 45.00	\$ 1,260.00
		1000			
4	Dust Control with water	GAL	15.00	\$ 300.00	\$ 4,500.00
5	Full depth saw cut pavement	L.F.	156.80	\$ 3.50	\$ 548.80
6	Full depth pavement milling	S.Y.	5,765.00	\$ 5.05	\$ 29,113.25
7	1 1/4 inch crushed limestone T.B. base aggregate	TON	127.00	\$ 17.00	\$ 2,159.00
8	Excavation below subgrade	C.Y.	805.34	\$ 13.00	\$ 10,469.42
9	Excavation below subgrade backfill	TON	3,281.04	\$ 13.00	\$ 42,653.52
10	Geo-grid subgrade stabilization material	S.Y.	1,620.00	\$ 0.05	\$ 81.00
11	3 1/4 inch asphaltic concrete binder course	TON	933.95	\$ 47.00	\$ 43,895.65
12	Tack coat	GAL.	650.00	\$ 0.05	\$ 32.50
13	1 3/4 inches asphaltic concrete surface course	TON	1,246.15	\$ 50.00	\$ 62,307.50
20	Concrete Curb and gutter replacement	L.F.	198.80	\$ 40.00	\$ 7,952.00
	HES concrete curb and gutter replacement for driveways	L.F.	56.65	\$ 40.00	\$ 2,266.00
22	3" asphaltic concrete driveway repair	S.F.	10.20	\$ 15.00	\$ 153.00
23	6" HES concrete Driveway repair	S.F.	16.80	\$ 30.00	\$ 504.00
29	Topsoil, seed, fertilizer, and hydromulch	S.Y.	51.85	\$ 12.50	\$ 648.13
CO-2	230: Full depth pavement milling (in lieu of Bid Item 214).	S.Y.	6,395.00	\$ 4.67	\$ 29,864.65
CO-2	231: Excavation below subgrade (in addition to Bid Item 208).	C.Y.	835.18	\$ 13.00	\$ 10,857.34
CO-2	233: Geo-grid subgrade stabilization material (in addition to Bid Item 210).	S.Y.	2,033.31	\$ 0.05	\$ 101.67
CO-2	234: 3 1/4 inch asphaltic concrete binder course (in addition to Bid Item 211).	TON	1,146.68	\$ 47.00	\$ 53,893.96
Subtotal of Contract					\$ 307,893.91
Engineering, Administration, & Contingencies					\$ 44,475.33
Total Project Costs					\$ 352,369.24

Total Units abutting the Road = 55 units

Computation of Unit Cost: $\frac{\$ 352,491.12}{55 \text{ units}} = \$6,406.71/\text{unit}$

Use \$6,406.71 as the Road Rehabilitation Unit Rate¹.

¹A maximum assessment of \$2,562.00 (2018 Pavement Cap) will be assessed to single family residential, duplex family residential, residential condominium properties.

Total Storm Water Utility Costs – Steeplechase Subdivision Phase 1

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Final Quantity</u>	<u>Bid Unit Price</u>	<u>Cost</u>
1	Mobilization	L.S.	0.05	\$ 2,324.75	\$ 116.24
2	Traffic Control	L.S.	0.05	\$ 3,000.00	\$ 150.00
20	Concrete Curb and gutter replacement	L.F.	198.80	\$ 40.00	\$ 7,952.00
21	HES concrete curb and gutter replacement for driveways	L.F.	56.65	\$ 40.00	\$ 2,266.00
25	Storm manhole chimney ring replacement	V.I.	14.00	\$ 250.00	\$ 3,500.00
29	Topsoil, seed, fertilizer, and hydromulch	S.Y.	51.85	\$ 12.50	\$ 648.13
CO-3	243: Storm manhole frame and grate replacement.	EA.	2.00	\$ 850.00	\$ 1,700.00
Subtotal					\$ 16,332.36
Engineering, Administration, & Contingencies					\$ 4,899.71
Total Project Costs					\$ 21,232.07

Total Storm Water Utility Project Costs – Steeplechase = \$21,232.07

Total Sewer Utility Costs

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Final Quantity</u>	<u>Bid Unit Price</u>	<u>Cost</u>
1	Mobilization	L.S.	0.03	\$ 2,324.75	\$ 69.74
2	Traffic Control	L.S.	0.03	\$ 3,000.00	\$ 90.00
24	Unbury sanitary sewer manhole and allow for inspection	EA.	1.00	\$ 300.00	\$ 300.00
CO-3	236: Sanitary sewer manhole internal seal replacement and testing.	EA.	13.00	\$ 675.00	\$ 8,775.00
CO-3	237: Sanitary sewer manhole chimney ring replacement.	V.I.	12.00	\$ 250.00	\$ 3,000.00
Subtotal of Contract					\$ 12,234.74
Engineering, Administration, & Contingencies					\$ 1,767.31
Total Project Costs					\$ 14,002.05

Total Sewer Utility Project Costs = \$14,002.05

Total Water Utility Costs

<u>Item</u> <u>No.</u>	<u>Description</u>	<u>Unit</u>	<u>Final</u> <u>Quantity</u>	<u>Bid Unit</u> <u>Price</u>	<u>Cost</u>
1	Mobilization	L.S.	0.05	\$ 2,324.75	\$116.24
2	Traffic Control	L.S.	0.05	\$ 3,000.00	\$150.00
26	Water Valve box top section replacement	EA.	16.00	\$ 600.00	\$9,600.00
27	Water valve box cleaning	EA.	3.00	\$ 350.00	\$1,050.00
28	Water valve box raising	EA.	2.00	\$ 225.00	\$450.00
CO-3	239: Water valve box middle section replacement.	EA.	5.00	\$ 750.00	\$3,750.00
CO-3	240: Water valve box bottom section replacement.	EA.	1.00	\$ 775.00	\$775.00
CO-3	Water valve box adjustment: straighten top section.	EA.	2.00	\$ 750.00	\$1,500.00
Subtotal of Contract					\$17,391.24
Engineering, Administration, & Contingencies					\$2,512.17
Total Project Costs					\$19,903.40

Total Water Utility Project Costs = \$19,903.40

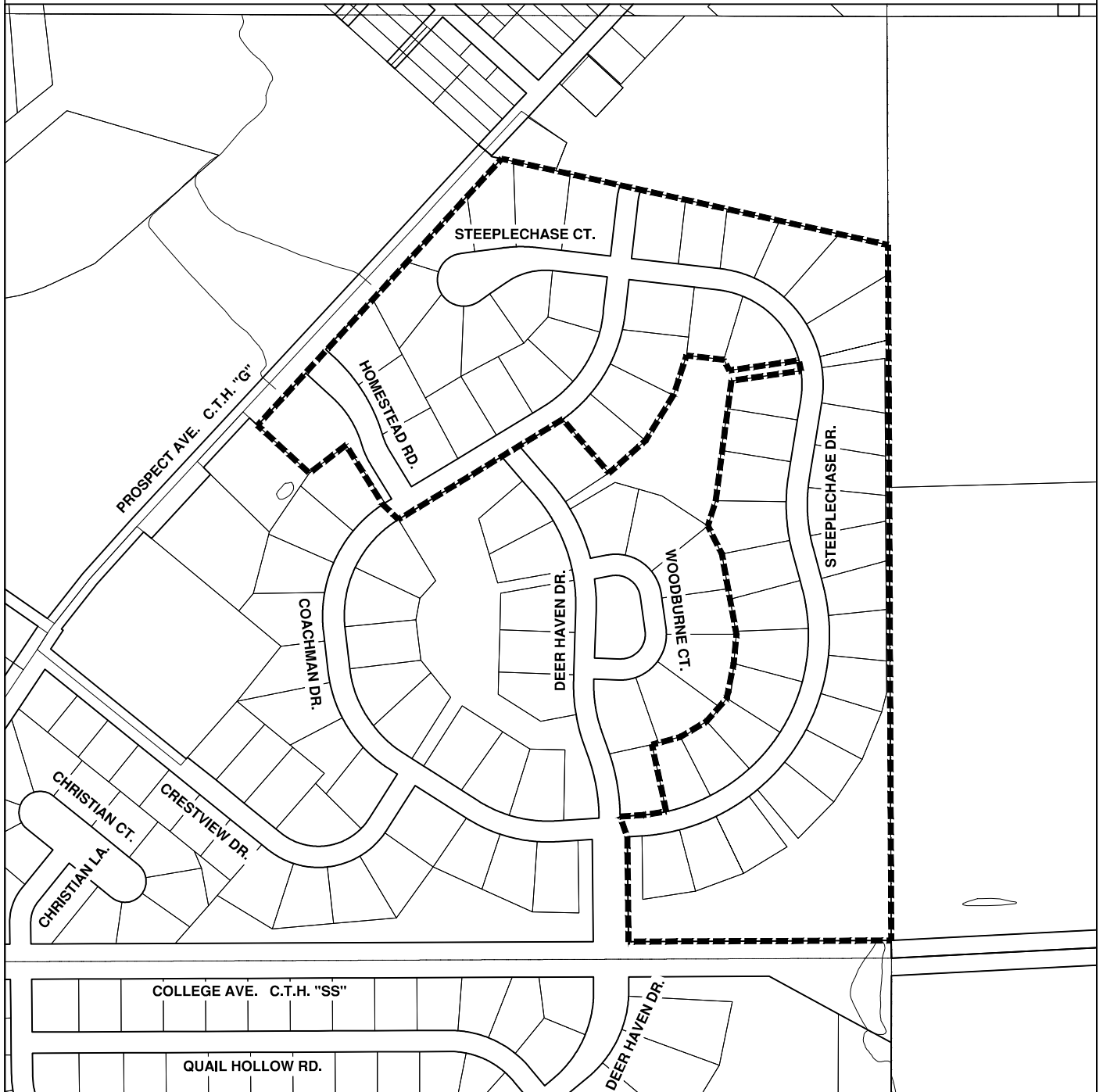
February 7, 2018

All that part of the NE ¼ of Section 17, Township 7 North, Range 19 East in the City of Pewaukee, Waukesha County, Wisconsin. Bound and Described as Follows:

Commencing at the SE Corner of the NE ¼ of Section 17-7-19, Thence N 0°16'10"W Along the East line of Said NE ¼, 50.00 Feet to the Point of Beginning of the Lands to be Described; Thence S 89°46'05" W and Parallel to the South Line of Said NE ¼, 746.20 Feet to the East R/W Line of Deer Haven Dr.; Thence N 0°36'48" W Along Said East R/W Line, 297.19 Feet, to the South R/W Line of Steeplechase Dr.; Thence N 56°58'07" E, 131.70 Feet to the North R/W Line of Steeplechase Dr. Also being the SW Corner of Lot 55 Steeplechase Subdivision; Thence N 12°03'38" W Along the West Line of Said Lot 55, 194.38 Feet; Thence N 74°43'26" E, 96.03 Feet; Thence N 56°50'27" E, 91.52 Feet; Thence N 37°21'44" E, 91.42 Feet; Thence N 5°13'34" E, 165.94 Feet; Thence N 10°14'26" W, 232.24 Feet; Thence N 26°41'11" W, 88.67 Feet; Thence N 17°24'02" E, 75.36 Feet; Thence N 6°07'08" E, 143.39 Feet; Thence N 9°12'40" E, 120.00 Feet; Thence N 7°03'31" E, 79.87 Feet; Thence N 81°46'54" E, 199.78 Feet to the West R/W Line of Steeplechase Dr.; Thence 30.06 Feet Along the Said West R/W Being the Arc of a Curve of Radius 270.00 Feet, Center Lies to the West, Chord Bears N 11°24'29" W, 30.05 Feet; Thence S 81°46'54" W, 200.00 Feet; Thence N 26°57'09" W 34.25 Feet; Thence N 83°25'55" W, 106.28 Feet; Thence S 18°14'35" W, 119.47 Feet; Thence S 31°41'10" W, 151.13 Feet; Thence S 48°21'40" W, 137.98 Feet; Thence N 40°52'52" W, 201.39 Feet to the Easterly R/W of Coachman Dr.; Thence 31.54 Feet Along Said Easterly R/W also Being the Arc of a Curve of Radius 430.00 Feet, Center Lies to the NW, Chord Bears S 56°35'39" W, 31.53 Feet; Thence S 58°41'44" W Along Said Easterly R/W Line, 517.12 Feet; Thence N 31°18'16" W, 60.00 Feet to the Westerly R/W Line of Coachman Dr.; Thence N 33°52'30" W, 204.04 Feet; Thence S 52°40'33" W, 131.22 Feet; Thence N 47°17'55" W, 200.00 Feet to the Easterly R/W of Prospect Ave.; Thence N 42°42'05" E Along Said Easterly R/W, 1018.60 Feet to the Northerly Line of Steeplechase Subdivision; Thence S 77°25'24" E Along Said Northerly Line, 1124.26 Feet to a point on the East Line of the NE ¼ Section 17-7-19; Thence S 0°16'10" E Along Said East Line 1974.40 Feet to the Point of Beginning.

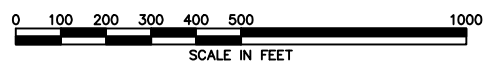
Dave Geis
Senior Engineering Technician
City of Pewaukee

STEEPLECHASE PHASE 1 2018 PAVING PROGRAM
 ROAD RECONDITIONING
 RD-18-574240
 ROAD ASSESSMENT
 CITY OF PEWAUKEE
 WAUKESHA COUNTY, WISCONSIN



LEGEND

■■■■■ ROAD ASSESSMENT
 AREA BOUNDARY



DATE: FEB., 2018

SCHEDULE C
FINAL ASSESSMENT ROLL
STEEPLECHASE SUBDIVISION PHASE 1 2018 PAVING
RD-18-57424

NO.	OWNERS NAME AND ADDRESS	TAX KEY NO.	DESCRIPTION	Unit	COST/Unit	COST	ASSESSMENT CAP	TOTAL ASSESSMENT
1	DAVID C DECKER & DIAN K DECKER ET AL W262N3030 PROSPECT AVE PEWAUKEE WI 53072	PWC 0929039	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
2	THE BENJAMIN WALLER AND DENISE WALLER REVOCABLE TRUST N29W26230 HOMESTEAD RD PEWAUKEE WI 53072-4591	PWC 0929040	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
3	ARDALAN NOORDEH & CHERYL NOORDEH N29W26255 COACHMAN DR PEWAUKEE WI 53072	PWC 0929041	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
4	JOSEPH NAMES & MARILYN NAMES N29W26247 COACHMAN DR PEWAUKEE WI 53072	PWC 0929042	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
5	DONALD KOZELEK AND LISA NEVINSKI N29W26221 COACHMAN DR PEWAUKEE WI 53072-4592	PWC 0929043	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
6	HONG WEI YU & FAN FAN 329 KINGS RIDGE CIR BRANDON MS 39047-6031	PWC 0929044	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
7	JAMES HIGH & ROBIN HIGH N29W26153 COACHMAN DR PEWAUKEE WI 53072	PWC 0929045	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
8	STEVEN F HAAS & COLLEEN F HAAS N29W26151 COACHMAN DR PEWAUKEE WI 53072	PWC 0929046	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
9	EDWARD CHUKWUMA UGWA N29W26183 STEEPLCHASE CT PEWAUKEE WI 53072	PWC 0929047	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
10	MICHAEL BECKER & RITA BECKER N29W26211 STEEPLCHASE CT PEWAUKEE WI 53072	PWC 0929048	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
11	WYSOCKI REVOCABLE TRUST N29W26231 STEEPLCHASE CT PEWAUKEE WI 53072	PWC 0929049	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00

SCHEDULE C
FINAL ASSESSMENT ROLL
STEEPLECHASE SUBDIVISION PHASE 1 2018 PAVING
RD-18-57424

NO.	OWNERS NAME AND ADDRESS	TAX KEY NO.	DESCRIPTION	Unit	COST/Unit	COST	ASSESSMENT CAP	TOTAL ASSESSMENT
12	JAMES R KIECKHAEFER AND MICHELE C KIECKHAEFER N29W26269 STEEPLCHASE CT PEWAUKEE WI 53072-6804	PWC 0929050	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
13	DORA KABRICH N29W26192 STEEPLCHASE CT PEWAUKEE WI 53072	PWC 0929051	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
14	WALTER CHRISTENSEN & JUDITH CHRISTENSEN N29W26180 STEEPLCHASE CT PEWAUKEE WI 53072	PWC 0929052	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
15	BRADLEY M DEJA AND MONA E DEJA N29W26147 COACHMAN DR PEWAUKEE WI 53072-4971	PWC 0929053	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
16	JOHN R LOEW & PAULA M VERBOOMEN N29W26138 STEEPLCHASE DR PEWAUKEE WI 53072-4580	PWC 0929054	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
17	DYLAN R RABL AND EMILY R RABL N29W26110 STEEPLCHASE DR PEWAUKEE WI 53072-4577	PWC 0929055	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
18	ANDREW V GILSON & KATE C GILSON W260N2984 STEEPLCHASE DR PEWAUKEE WI 53072-4576	PWC 0929056	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
19	MICHAEL RUCKI & LINDA A LUTZ W260N2978 STEEPLCHASE DR PEWAUKEE WI 53072-4576	PWC 0929057	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
20	MICHAEL J & JOANNE A MIKELONIS REVOCABLE TRUST DATED FEBRUARY 9, 2013 W260N2972 STEEPLCHASE DR PEWAUKEE WI 53072	PWC 0929058	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
21	KIP RITCHIE & NANCY RITCHIE W260N2968 STEEPLCHASE DR PEWAUKEE WI 53072	PWC 0929059	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
22	ROBERT DEMPSEY & CARRIE DEMPSEY W260N2950 STEEPLCHASE DR PEWAUKEE WI 53072	PWC 0929060	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00

SCHEDULE C
FINAL ASSESSMENT ROLL
STEEPLECHASE SUBDIVISION PHASE 1 2018 PAVING
RD-18-57424

NO.	OWNERS NAME AND ADDRESS	TAX KEY NO.	DESCRIPTION	Unit	COST/Unit	COST	ASSESSMENT CAP	TOTAL ASSESSMENT
23	MICHAEL KEBER & SUSAN KEBER W260N2938 STEEPLECHASE DR PEWAUKEE WI 53072	PWC 0929061	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
24	JOHN L FLECKENSTEIN W260N2914 STEEPLECHASE DR PEWAUKEE WI 53072	PWC 0929062	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
25	THOMAS SANDVIK & NICOLE SANDVIK W260N2888 STEEPLECHASE DR PEWAUKEE WI 53072-4575	PWC 0929063	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
26	PATRICK DAWSON & JENNIFER DAWSON W260N2866 STEEPLECHASE DR PEWAUKEE WI 53072	PWC 0929064	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
27	JAMES D HUEBNER & LISA F HUEBNER W260N2848 STEEPLECHASE DR PEWAUKEE WI 53072	PWC 0929065	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
28	MATTHEW R BIEBEL & TAMMY J BIEBEL W260N2832 STEEPLECHASE DR PEWAUKEE WI 53072	PWC 0929066	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
29	JUSTIN A SCHWEIKERT & LINDSAY A SCHWEIKERT W260N2824 STEEPLECHASE DR PEWAUKEE WI 53072-4575	PWC 0929067	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
30	SAMANTHA HOPPE AND GREGORY D HOPPE JR N27W26015 STEEPLECHASE DR PEWAUKEE WI 53072-4599	PWC 0929068	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
31	CRAIG D OLINGER & TRISH M OLINGER N27W26021 STEEPLECHASE DR PEWAUKEE WI 53072-4599	PWC 0929069	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
32	DAVID LINSMEIER & PATRICIA LINSMEIER N27W26033 STEEPLECHASE DR PEWAUKEE WI 53072	PWC 0929070	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
33	MICHAEL R LUND & JILL C COSTELLO N27W26059 STEEPLECHASE DR PEWAUKEE WI 53072-4599	PWC 0929071	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00

SCHEDULE C
FINAL ASSESSMENT ROLL
STEEPLECHASE SUBDIVISION PHASE 1 2018 PAVING
RD-18-57424

NO.	OWNERS NAME AND ADDRESS	TAX KEY NO.	DESCRIPTION	Unit	COST/Unit	COST	ASSESSMENT CAP	TOTAL ASSESSMENT
34	JASON R AND KIMBERLY A EISENDRATH REVOCABLE TRUST N27W26081 STEEPLCHASE DR PEWAUKEE WI 53072-4599	PWC 0929072	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
35	KELLY BRADLEY & JOANNE BRADLEY N27W26093 STEEPLCHASE DR PEWAUKEE WI 53072	PWC 0929073	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
36	KYLE J SODERSTROM AND STACY L SODERSTROM N27W26060 STEEPLCHASE DR PEWAUKEE WI 53072-4599	PWC 0929075	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
37	CHARLES LEWIN & CYNTHIA LEWIN N27W26030 STEEPLCHASE DR PEWAUKEE WI 53072	PWC 0929076	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
38	JOHN K SMOKOVICH AND KATHLEEN M PEREZ REVOCABLE TRUST OF 2017 N27W26012 STEEPLCHASE DR PEWAUKEE WI 53072-4599	PWC 0929077	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
39	VINCENT LAMBERT & SEVERINE GIRAUD W260N2821 STEEPLCHASE DR PEWAUKEE WI 53072-4575	PWC 0929078	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
40	JIMMY A KIMBO & TRACY L KIMBO W260N2833 STEEPLCHASE DR PEWAUKEE WI 53072-4575	PWC 0929079	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
41	CHAD KNUTSON & MARIE LIBRIZZI W260N2847 STEEPLCHASE DR PEWAUKEE WI 53072	PWC 0929080	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
42	RICHARD CLINE & BARBARA CLINE W260N2877 STEEPLCHASE DR PEWAUKEE WI 53072	PWC 0929081	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
43	JAMES E & KAREN L MADERSKI REVOCABLE TRUST W260N2889 STEEPLCHASE DR PEWAUKEE WI 53072	PWC 0929082	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
44	DANIEL HEXT & KRISTEN HEXT W260N2909 STEEPLCHASE DR PEWAUKEE WI 53072-4576	PWC 0929083	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00

SCHEDULE C
FINAL ASSESSMENT ROLL
STEEPLECHASE SUBDIVISION PHASE 1 2018 PAVING
RD-18-57424

NO.	OWNERS NAME AND ADDRESS	TAX KEY NO.	DESCRIPTION	Unit	COST/Unit	COST	ASSESSMENT CAP	TOTAL ASSESSMENT
45	COREY A HONL & DEBRA S HONL W260N2931 STEEPLECHASE DR PEWAUKEE WI 53072	PWC 0929084	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
46	SCOTT KOZLIK & DAWN KOZLIK W260N2949 STEEPLECHASE DR PEWAUKEE WI 53072	PWC 0929085	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
47	RUSSELL W ROBERTS & KAREN M ROBERTS W260N2961 STEEPLECHASE DR PEWAUKEE WI 53072	PWC 0929086	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
48	THOMAS G POELZER & SALLY A POELZER W260N2977 STEEPLECHASE DR PEWAUKEE WI 53072-4576	PWC 0929087	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
49	BRIAN R SHERMAN & ADRIANE N SHERMAN N29W26140 COACHMAN DR PEWAUKEE WI 53072-4972	PWC 0929088	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
50	DAVID F BOGIE & LORI J BOGIE N29W26144 COACHMAN DR PEWAUKEE WI 53072	PWC 0929089	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
51	SHELDON L MOYSIS & KATHY J MOYSIS N29W26152 COACHMAN DR PEWAUKEE WI 53072	PWC 0929090	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
52	DANIEL DETTLAFF N29W26160 COACHMAN DR PEWAUKEE WI 53072-4587	PWC 0929091	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00
53	LOT OWNERS OF STEEPLECHASE PO BOX 451 PEWAUKEE WI 53072	PWC 0929114	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00 **
54	LOT OWNERS OF STEEPLECHASE PO BOX 451 PEWAUKEE WI 53072	PWC 0929115	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00 **

SCHEDULE C
FINAL ASSESSMENT ROLL
STEEPLECHASE SUBDIVISION PHASE 1 2018 PAVING
RD-18-57424

NO.	OWNERS NAME AND ADDRESS	TAX KEY NO.	DESCRIPTION	Unit	COST/Unit	COST	ASSESSMENT CAP	TOTAL ASSESSMENT
55	LOT OWNERS OF STEEPLECHASE PO BOX 451 PEWAUKEE WI 53072	PWC 0929116	Road Reconstruction	1.00	\$6,406.71	\$6,406.71	\$2,562.00	\$2,562.00 **
TOTAL CONTRIBUTION IN AID OF ROAD CONSTRUCTION				55.00				\$140,910.00

** The HOA requested the outlot assessments be placed on each lot therefore, the assessments for Outlots will be included on the 2019 Paving project assessments.

The properties against which contributions in aid of construction are proposed are benefited and the improvements constitute an exercise in Police Powers.

RESOLUTION 21-07-26
FINAL RESOLUTION FOR SPECIAL ASSESSMENTS FOR CONSTRUCTION OF
STEEPLECHASE PHASE 1 SUBDIVISION PAVEMENT RECONDITIONING AND
RELATED FACILITIES
UNDER SECTION 66.0703, WISCONSIN STATUTES

WHEREAS, The Common Council of the City of Pewaukee has adopted a special assessment policy in regard to improvement of all streets, roads, and related facilities; and

WHEREAS, The Common Council of the City of Pewaukee did authorize previously the cost of the road rehabilitation, drainage improvements, and appurtenances of Steeplechase Subdivision Phase 1; and

WHEREAS, The Common Council of the City of Pewaukee, Waukesha County, Wisconsin held a public hearing at City Hall Council Chambers, located at W240N3065 Pewaukee Road, Pewaukee, WI at 6:00 pm on the 18th day of February, 2018 to receive comments from those property owners directly affected by such improvements; and

NOW, THEREFORE, BE IT HEREBY RESOLVED: That the Common Council of the City of Pewaukee, to adopt this resolution as follows:

1. That the final report prepared by the City Engineer dated July 14, 2021, is hereby adopted and made a part of this resolution.
2. That the total cost of said improvement of \$404,966.28 including engineering and contingency fees, be paid by assessing the cost to the properties benefited as indicated in said report and based upon the adopted special assessment policies of the City of Pewaukee.
3. That the benefit shown on the report, as modified, is true and correct and has been determined on a reasonable basis and is hereby confirmed.
4. That this assessment is an exercise of the police power of the City of Pewaukee and have been determined on a reasonable basis and will result in a benefit to each and every property being assessed.
5. That the Common Council has previously determined that the bid for the drainage improvements of and road rehabilitation of Steeplechase Phase 1 to Payne & Dolan, Incorporated, based on the lowest qualified bid be accepted and that the contract was thereupon let to said bidder in the bid amount of \$284,000.00.
6. That the payment for the debt incurred for the road be made by assessing the cost to the property benefited and on the following terms and conditions:
 - a. **Road Assessment:**
 - i. The Road Assessment is \$6,406.71 per unit that is capped at \$2,562.00 per unit for single family, duplex, and condominium residential properties. That the assessments may be paid in cash in full on or before October 31, 2021 or in ten annual installments to the City Treasurer, installment payments to bear annual simple interest at the rate of 2.49% per annum on the unpaid balance and said first

installment being due on the date when real estate taxes are due and annually by October 31st thereafter. All assessments or installments which are not paid by the date specified shall be extended upon the tax roll as a delinquent tax against the property and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special assessment, except as otherwise provided by statute.

- ii. If there exists the potential for future units within the local road assessment area. Additional units may become payable per the Special Assessment of Street and Street Related Improvements Policy (Resolution 06-02-1 or as otherwise revised/updated) for a period of 5 years from the date of final resolution. The additional assessment will be due at the time of subdivision (via Certified Survey Map (CSM), Plat of Survey, or other land division methods).
7. That the City Clerk shall publish this Final Resolution as a Class 1 Notice in the area upon which this assessment is levied and shall mail a copy of this Resolution and a statement of the final assessment against the benefited properties to each property owner who appears on the assessment roll, whose post office address is known or can, with reasonable diligence, be ascertained. In the notice published and mailed, a map shall be enclosed and shall be published and mailed with the notice as will reasonably describe the area upon which this assessment is being levied. This assessment is levied upon all properties within the project area having direct access to Steeplechase Subdivision Phase 1. Each of said property owners shall be assessed in accordance with the Engineer's Report.

This Final Resolution passed and adopted this 19th day of July, 2021.

CITY OF PEWAUKEE

X

Steve Bierce
Mayor

ATTEST:

X

Kelly M. Tarczewski
Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 14.**

DATE: July 19, 2021

DEPARTMENT: Public Works

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action for Reconsideration of the Sharing the Municipal Water Main Oversizing Cost with Westridge Builders for the Swan View Farms Development Phase 2 [Wagner]

BACKGROUND:

Recall the Common Council took action to cost share the municipal sewer with Westridge Builders, but declined to cost share in the municipal water main upsizing at the June 21, 2021 Common Council meeting. The Developer has requested to revisit this item.

Below is the text included that was part of the June 21st agenda packet.

On a related but separate issue, the Developer is now also seeking a cost share for the Water Main upsizing. Staff required the Developer to install a 12" water main through the subdivision to Balmer Park. This would allow the City to connect through Balmer Park and a small stretch of Lindsay Road to the existing water main at the Sports Complex. This creates a secondary loop for the Northeast Quadrant of the City (Woodleaf Reserve, Victoria Station, etc.) and bolsters the fire protection in this area. Originally this loop would extend from Swan Road (installed in 2014), but this subdivision gives us the opportunity to make this connection sooner and at a considerable shorter distance and cost. The loop to Swan Road will still be installed, but it gives the Utility some time to allow the development of this corridor and perhaps shared construction costs with a further Developer in the area.

The requested cost share is \$51,772.50. This cost would be included in our next rate case and paid through the rates of the water utility since it would be a benefit to the system overall. In the short term, this would be added to our borrowing for 2021 for the Water Utility projects.

FINANCIAL IMPACT:

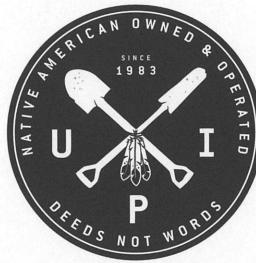
RECOMMENDED MOTION:

Common Council agrees to the the cost share of the water main upsizing in the Swan View Farms Development Phase 2 contingent on an agreement for the terms of the cost share (to be drafted by our City Attorney for execution by the Developer and the City), and the cost be recovered through the water rates in a future rate case.

ATTACHMENTS:

Description
Water Main Cost Share
Cost Share Request

UPI, LLC [P] 262-548-9451 [F] 262-548-0904

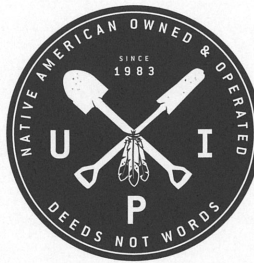


2180 S. SPRINGDALE RD., NEW BERLIN, WI 53146

TO: CARL TOMICH - WESTRIDGE BUILDERS
 FROM: MIKE DRETZKA
 RE: SWAN VIEW FARMS PHASE 2 - 12" TO 8" WATER COST DIFFERENCE

07-Jun-21

Item #	Description	Quantity	Units	Unit Price	Ext. Price
WATER MAIN - ORIGINAL PLAN W/ 8" WATER MAIN					
1	12" PVC MAIN - GRAVEL BF	1,436.00	L.F.	\$100.00	\$143,600.00
2	12" VALVE	6.00	EACH	\$2,725.00	\$16,350.00
3	8" PVC MAIN - GRAVEL BF	1,410.00	L.F.	\$67.75	\$95,527.50
4	8" VALVE	5.00	EACH	\$1,465.00	\$7,325.00
5	HYDRANT W/ LEAD & VALVE	8.00	EACH	\$5,645.00	\$45,160.00
6	1 1/4" PE SERVICE	23.00	EACH	\$2,325.00	\$53,475.00
7	SAMPLE STATION	1.00	EACH	\$3,645.00	\$3,645.00
TOTAL BASE WATER:					\$365,082.50
WATER MAIN					
1	12" PVC MAIN - GRAVEL BF	2,846.00	L.F.	\$100.00	\$284,600.00
2	12" VALVE	11.00	EACH	\$2,725.00	\$29,975.00
5	HYDRANT W/ LEAD & VALVE	8.00	EACH	\$5,645.00	\$45,160.00
6	1 1/4" PE SERVICE	23.00	EACH	\$2,325.00	\$53,475.00
7	SAMPLE STATION	1.00	EACH	\$3,645.00	\$3,645.00
TOTAL 12" UPSIZE:					\$416,855.00
BALANCE:					\$51,772.50



TO: CARL TOMICH - WESTRIDGE BUILDERS
 FROM: MIKE DRETZKA
 RE: SWAN VIEW FARMS PHASE 2 - REVISED COSTS 12" WATER UPSIZE

07-Jun-21

Item #	Description	Quantity	Units	Unit Price	Ext. Price
SANITARY					
1	8" PVC MAIN - GRAVEL BF	1,149.00	L.F.	\$120.00	\$137,880.00
2	6" PVC LATERALS	23.00	EACH	\$3,014.00	\$69,322.00
3	MANHOLE	7.00	EACH	\$3,835.00	\$26,845.00
4	ROCK REMOVAL	1,950.00	L.F.	\$116.00	\$226,200.00
5	8" PVC C900 SANITARY > 15' DEEP - GRAVEL BF	1,639.00	L.F.	\$250.00	\$409,750.00
6	DEEP MANHOLE	11.00	EACH	\$8,185.00	\$90,035.00
7	RISER	9.00	EACH	\$1,995.00	\$17,955.00
TOTAL SANITARY:					\$977,987.00
WATER MAIN					
1	12" PVC MAIN - GRAVEL BF	2,846.00	L.F.	\$100.00	\$284,600.00
2	12" VALVE	11.00	EACH	\$2,725.00	\$29,975.00
5	HYDRANT W/ LEAD & VALVE	8.00	EACH	\$5,645.00	\$45,160.00
6	1 1/4" PE SERVICE	23.00	EACH	\$2,325.00	\$53,475.00
7	SAMPLE STATION	1.00	EACH	\$3,645.00	\$3,645.00
TOTAL WATER:					\$416,855.00
STORM					
1	12" RCP - GRAVEL BF	845.00	L.F.	\$58.00	\$49,010.00
2	15" RCP - GRAVEL BF	795.00	L.F.	\$57.00	\$45,315.00
3	15" RCP - SPOIL BF	350.00	L.F.	\$50.00	\$17,500.00
4	18" RCP - GRAVEL BF	235.00	L.F.	\$51.00	\$11,985.00
5	21" RCP - GRAVEL BF	57.00	L.F.	\$56.00	\$3,192.00
6	24" RCP - GRAVEL BF	50.00	L.F.	\$75.00	\$3,750.00
7	30" RCP - GRAVEL BF	278.00	L.F.	\$87.00	\$24,186.00
8	12" FES W/ RIP RAP	3.00	EACH	\$925.00	\$2,775.00
9	15" FES W/ RIP RAP	5.00	EACH	\$925.00	\$4,625.00
10	18" FES W/ RIP RAP	1.00	EACH	\$1,030.00	\$1,030.00
11	21" FES W/ RIP RAP	1.00	EACH	\$1,135.00	\$1,135.00
12	24" FES W/ RIP RAP	1.00	EACH	\$1,135.00	\$1,135.00
13	30" FES W/ RIP RAP	1.00	EACH	\$1,285.00	\$1,285.00
14	INLET	28.00	EACH	\$2,535.00	\$70,980.00
15	MANHOLE	5.00	EACH	\$2,450.00	\$12,250.00
16	FIELD INLET	3.00	EACH	\$2,300.00	\$6,900.00
17	OUTLET STRUCTURE W/ GRATES	2.00	EACH	\$6,300.00	\$12,600.00
TOTAL STORM:					\$269,653.00
TOTAL PROJECT:					\$1,664,495.00

UPI, LLC. IS A CERTIFIED MBE/DBE MINORITY BUSINESS

PRICE DOES NOT INCLUDE BOND FEES

QUANTITIES LISTED ARE "PROPOSED" QUANTITIES, U.P.I. WILL BE PAID ON A PER UNIT INSTALLED BASIS.

ALL TRENCH SPOIL MATERIAL IS TO BE LEFT CAST ON SITE

ENGINEERING, SURVEY, PERMITS & INSPECTION FOR THE ABOVE LISTED ITEMS IS NOT INCLUDED.

LANDSCAPE OR PAVEMENT RESTORATION IS NOT INCLUDED EXCEPT WHERE NOTED

ROCK EXCAVATION (IF REQUIRED) WILL BE AT \$260.00 PER C.Y.

HEAVY OR FORMAL DEWATERING (IF REQUIRED) WILL BE CHARGED ON A TIME AND MATERIAL BASIS.

PAYMENT TO BE RECEIVED WITHIN 30 DAYS OF MONTHLY INVOICE.

1 1/2% INTEREST CHARGED ON ALL PAST DUE BALANCES

AGREED & ACCEPTED BY: _____

DATE: _____

Wagner, Magdelene

From: Carl Tomich <carlt@westridgebuilders.com>
Sent: Monday, June 14, 2021 12:14 PM
To: Wagner, Magdelene; Fuchs, Nick
Subject: Swan phase 2
Attachments: 0201_001.pdf; 0079_001.pdf; 0083_001.pdf

Maggie

Attached is a cost to upsize the rest of Swan phase 2 water main to 12" from 8", clearly this isn't needed for our subdivision and I assume you all want this for future expansion. Please confirm that this is something you all requested and I request this is added for reimbursement. Attached is also the new pricing (and old) for doing the extra deep utilities that was approved last year, keep in mind these prices could go up again because the manufacture will not hold pricing until the pipe is actually made. We have put in the order because the lead time is longer than normal as you might imagine .

Carl

Carl P Tomich
President/C.E.O.
P262.547.0326 F262.542.4361
carlt@westridgebuilders.com
www.westridgebuilders.com



**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 15.**

DATE: July 19, 2021

DEPARTMENT: Public Works

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action Regarding the Last Mile Facility Escrow Agreement for Improvement to Roundy Drive and Roundy Circle to Support the Project [Wagner].

BACKGROUND:

Last Mile is re-developing an existing parcel on Roundy Circle East which requires some additional improvements to the intersection of Roundy Drive and Roundy Circle East and intersection pavement markings at the intersection of Roundy Drive and Redford Boulevard (CTH F).

The City has bid and is currently under construction for a road rehabilitation project for Roundy Drive and Roundy Circle. The Developer requested the City complete the road improvements as part of its rehabilitation project.

The design of these improvements and estimated construction costs have been completed by the City's Engineer and Contractor. Staff agree this is the most logical and economical means to complete these improvements and recommend approving the agreement and establish value of the deposit required at a value of \$89,377.38 (\$74,481.15 construction and engineering plus 20%).

FINANCIAL IMPACT:

The Developer is paying all costs associated with the improvements required for their development. The City will have future maintenance costs associated with the maintenance of these improvements in the future.

RECOMMENDED MOTION:

Common Council approve the escrow agreement and guarantee value of \$89,377.38 contingent on City Attorney and City Engineer's review and approval.

ATTACHMENTS:

Description

Last Mile Escrow Agreement

Last Mile Guarantee

AGREEMENT BETWEEN
CITY OF PEWAUKEE AND LAST MILE FACILITY CTH F
FOR RELOCATION OF SEWER MAIN

City of Pewaukee (City) and Last Mile Facility CTH F (Last Mile), hereby agree as follows:

WHEREAS, Last Mile, is the owner of real property located at W232N2950 Roundy Circle East, Pewaukee, Wisconsin; and

WHEREAS, the City is constructing highway and street improvements to Roundy Drive and CTH F adjacent to Last Mile property; and

WHEREAS, Last Mile has asked the City to construct additional highway and street improvements to Roundy Drive and Redford Boulevard (CTH F) and Roundy Drive and Roundy Circle East to specifically benefit Last Mile, said additional improvements being detailed in Exhibit A attached hereto; and

WHEREAS, the City has agreed to construct additional highway and street improvements to Roundy Drive and CTH F and Roundy Drive and Roundy Circle East conditioned upon an agreement for payment of the costs associated with the additional highway and street improvements; and

WHEREAS, the City has estimated the costs for the additional highway and street improvements; and

WHEREAS, Last Mile has agreed to pay the costs for the additional highway and street improvements; and

NOW THEREFORE, the parties agree as follows:

1. The parties agree that the additional highway and street improvements will occur as soon as practicable.
2. The additional highway and street improvements shall be constructed generally as depicted on the attached Exhibit A.
3. The City shall be solely responsible for bidding, contracting and supervising the highway and street improvements project.

II. PAYMENT

1. Last Mile shall pay all costs of the engineering and construction of said improvements.

2. To ensure payment to the City, Last Mile shall provide a cash deposit in the amount of \$ _____. The cash deposit shall only be utilized to pay the invoices related to the additional highway and street improvements in a timely manner.

4. In the event the cash escrow is insufficient to pay all costs of the additional highway and street improvements the City shall invoice Last Mile for the balance of the charges, and Last Mile shall pay the City within 10 business days of the date of the City invoice.

5. In the event Last Mile fails to pay all costs when due, any amount remaining shall be processed as a special charge and ultimately placed on the tax bill for the property as provided for under §66.0627, Stats.

III. GENERAL PROVISIONS

1. This Agreement contains the complete terms agreed to by the parties and anything not contained herein as a result of discussions, meetings or other documents is specifically excluded.

2. This Agreement is not transferable by Last Mile to any other person or entity without the written approval of the City, which shall not be unreasonably withheld.

3. This Agreement is effective as of the date of the last signature contained herein.

LAST MILE FACILITY CTH F CITY OF PEWAUKEE
CORPORATION

Signature

Printed name

Title

Date

Attest (if required):

Signature

Printed name

Steve Bierce, Mayor

ATTEST:

Kelly Tarczewski, Clerk

Date

Title

Date

July 14, 2021

Ms. Magdelene J. Wagner, P.E.
Director of Public Works
City of Pewaukee
W240 N3065 Pewaukee Road
Pewaukee, WI 53072

Re: Roundy Circle East/Roundy Drive Intersection Improvements – Construction Costs

Dear Maggie:

As stated in your email dated June 9, 2021, improvements to the intersections of Roundy Drive and Roundy Circle East, as well as Roundy Drive and Redford Blvd. (CTH F) as necessitated by future development will be incorporated into the City's Paul Road Reconstruction project. Ruekert & Mielke has requested estimated construction costs for the improvements from Wolf Paving, Inc. for the City to establish a letter of credit for the developer. Construction costs as received from Wolf and their subcontractors are listed below. Ruekert & Mielke previously provided a proposal for the engineering services on June 14, 2021.

Description	Total Price
Roundy Drive/Roundy Circle Intersection Improvements	\$35,474.90
Roundy Drive/Redford Blvd Intersection Improvements	\$23,006.25
Total Construction Costs	\$58,481.15
Engineering Costs	\$16,000.00
Total Costs	\$74,481.15

The construction cost estimate received from Wolf is attached to this letter. If you have any questions on the above, please contact this office.

Respectfully,

RUEKERT & MIELKE, INC.



Gregory R. Calhoun, P.E. (WI)
Project Manager
gcalhoun@ruekert-mielke.com

GRC:grc

Enclosures

cc: Magdelene J. Wagner, P.E., City of Pewaukee
Brian Leightner, City of Pewaukee
Ken Ward, P.E., Ruekert & Mielke, Inc.
DeLeah Willman, E.I.T., Ruekert & Mielke, Inc.



WOLF PAVING CO., INC
612 N. Sawyer Rd
Oconomowoc, WI 53066

WOLF PAVING & EXCAVATING OF MADISON, INC.
5423 Reiner Rd
Sun Prairie, WI 53590

WWW.WOLFPAVING.COM

To:	City Of Pewaukee	Contact:	Madgelene Wagner
Address:	W240 N3065 Pewaukee Road Pewaukee, WI 53072 2626910770	Phone:	
Project Name:	Paul Road Reconstruction And Joseph Road Reconst	Fax:	
Project Location:	Paul Rd And Joseph Rd, Pewaukee, WI	Bid Number:	26-10125.200
		Bid Date:	3/30/2021

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
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Exhibit 1 - Roundy Drive/Roundy Circle East Intersection Impr

CO1.0	Mobilization	1.00	LS	\$9,750.00	\$9,750.00
CO1.1	30-inch Concrete Curb And Gutter Remove And Replace	235.00	LF	\$44.85	\$10,539.75
CO1.2	Remove Median	900.00	SF	\$3.75	\$3,375.00
CO1.3	Replace Concrete Bull Noses	160.00	SF	\$15.00	\$2,400.00
CO1.4	12-inch RCP Storm Sewer	10.00	LF	\$125.00	\$1,250.00
CO1.5	Storm Sewer Inlet W/Fabric Wrap	1.00	EACH	\$3,260.15	\$3,260.15
CO1.6	Move Signs	2.00	EACH	\$2,450.00	\$4,900.00

Total Price for above Exhibit 1 - Roundy Drive/Roundy Circle East Intersection Impr Items: \$35,474.90

Exhibit 2 - Roundy Drive/Redford Blvd Intersection Improv.

CO1.10	Remove And Replace Concrete Pavement 9-Inch	190.00	SY	\$104.00	\$19,760.00
CO1.7	Pavement Marking, Epoxy 4-Inch Solid Yellow	340.00	LF	\$5.25	\$1,785.00
CO1.8	Pavement Marking, Epoxy 4-Inch Solid White	170.00	LF	\$5.25	\$892.50
CO1.9	Pavement Marking, Epoxy 18-Inch Solid White	35.00	LF	\$16.25	\$568.75

Total Price for above Exhibit 2 - Roundy Drive/Redford Blvd Intersection Improv. Items: \$23,006.25

Total Bid Price: \$58,481.15

Notes:

- **Estimator Notes:** <Enter bids notes here, do not remove blank lines>
- **Parties:** Wolf Paving Co., Inc./Wolf Paving & Excavating of Madison, Inc. ("Wolf" or "Wolf Paving") and the Customer (identified below) hereby mutually agree to be bound by these General Terms and Conditions ("Terms"), which are made part of and incorporated into the foregoing Proposal. These Terms and the Proposal are collectively referenced below as "the Agreement" or "this Agreement".
- **Customer Obligations:** Customer shall be solely responsible for the following:
 - Providing Wolf with specifications and plans for the work to be performed by Wolf under this Agreement (the "Specifications"), and said Specifications shall be subject to Wolf's approval;
 - Back filling all edges of paved areas;
 - Notifying Wolf of the presence of any underground utilities or other concealed conditions that would not be identified by a Digger's Hotline search and identification and/or unusual conditions or restrictions during excavation;
 - Furnishing Wolf with a suitable subgrade/aggregate base having the ability to support the maximum axle loads transmitted from the heaviest construction and/or vehicle traffic anticipated as to not to cause any deformation to the subgrade/aggregate base;
 - Rough grading the subgrade within +/- 0.1' of the proposed plan subgrade elevations;
 - If the Proposal provides for completion of fine grading by Wolf, furnishing a subgrade to within +/- 0.1' of the proposed plan aggregate base course elevations;
 - Arranging for any changes in landscaping needed to insure proper drainage flow from the project site;
 - Securing all necessary permits and approvals required by any regulatory agencies to perform Wolf's work (collectively the "Permits"); and
 - All requirements imposed by any regulatory agency and/or pertaining to compliance with any such Permits.

- **Work of Others:** Prior to Wolf commencing its work, the work of all others shall be completed to an extent that it will not in any way conflict or interfere with Wolf's operations or timely completion of Wolf's work. In the event Wolf is directed to begin operations prior to completion of any other contractor's work, Customer shall pay Wolf's costs related to any additional mobilizations or reduced productivity attributable to obstructions or delays caused by the failure to complete the work of others prior to commencement of Wolf's work.
- **Site Drainage:** Wolf reserves the right to refuse to perform the paving work unless minimum grades of 2.0% are attainable for surface drainage. If Customer directs construction with less than a minimum of grade of 2.0% or if the Specifications do not provide for 2.0% drainage in all directions, it is understood and agreed that water ponding may occur and that no warranty will attach to the paving work.
- **Fine Grading of Aggregate/Unforeseen Conditions:** If the surface to be paved is to be fine graded by Customer or others, Wolf may require additional work to said surface, at Customer's sole cost, to correct deficiencies in the surface for stability, surface drainage, slope, elevation and other matters. In addition, in the event that a proof roll conducted by Wolf identifies "soft spots" in the aggregate base of the project site, such aggregate base will need to be stabilized at the sole cost of Customer; provided, however, any additional work to provide aggregate base stabilization will not be performed without the Customer's written consent.
- **Limitations of Scope of Work:** Notwithstanding any other provision of the Agreement to the contrary, Wolf shall not be responsible for the following:
 - Damage, restoration and/or changes to landscaping as a result of project preparation, execution or completion or base course repairs or landscaping restoration;
 - Insuring the proper continuation of drainage flow from the project site;
 - Movement or damage to any concrete, retaining walls, pavers or other structures during excavation or compaction on or near the project site;
 - Pavement damage due to normal construction equipment traffic;
 - Damage to any unmarked underground utilities;
 - Redesigning of plan grades in order to establish a minimum grade of 2.0% for surface drainage.
- **Change Orders/Changed Conditions:** Any changes to the scope of Wolf's work or any changes to the project conditions which require adjustment in the price of Wolf's work under this Agreement must be documented in written change order signed by Customer and Wolf prior to commencement of any extra work by Wolf.
- **Acceptance of Materials:** All labor and materials are conclusively accepted as satisfactory unless written objection is submitted to Wolf within seven (7) days of performance.
- **Termination/Cancellation:** Customer has the right to unilaterally cancel performance of this Agreement by notifying Wolf within three (3) business days after executing this Agreement. If Customer terminates this Agreement at any time after said three (3) day period, Wolf shall be entitled to retain all payments made before the date written notice of termination is received by Wolf and to be paid all sums owed for all other portions of Wolf's work that has been performed but not yet paid for or invoiced, along with an administrative fee in the amount of 10% of the total price for Wolf's work.
- **No Liquidated Damages:** Wolf shall not be liable under any circumstances for actual, special, consequential and/or incidental damages of any kind should Wolf's progress be substantially delayed by unanticipated changes, omissions or additions, by fire or other unavoidable casualty, by unusually severe weather conditions, or by strikes, labor trouble or lockouts not caused by the acts of Wolf or any supplier of Wolf, by reason of acts, omissions, neglect or default of Customer, other subcontractors or any other third party, by any cataclysmic event or act of God, or by reason of any other events or caused beyond the direct control of Wolf or any supplier of Wolf. In such event or circumstance, Wolf shall have the right to extend the time to complete the work by the amount of any such delay caused by such events or circumstances.
- **Insurance:** Customer shall maintain any necessary property insurance coverage on the work. Wolf shall maintain Worker's Compensation insurance to the extent required by law. Wolf will meet the required insurance limits of liability by using a combination of primary insurance policies and umbrella/excess policies.
- **Indemnification:** To the fullest extent permitted by law, Customer shall indemnify, defend and hold Wolf and its shareholders, officers, employees, agents, subcontractors, and material suppliers harmless of, from and against any and all actions, causes of action, claims, demands, damages, injuries, losses, liabilities, loss of services, penalties, assessments, attorneys' fees, other professional fees, expenses and other costs and charges of every kind and nature (collectively, "Claims") resulting from or in any way relating to the negligence, misconduct, or violation of law by Customer in the performance of, or its failure to perform, any of Customer's obligations under the Agreement including, but not limited to, Claims attributable to (a) bodily injury, sickness, diseases or death; and/or (b) damage injury to or destruction of property (including, but not limited to, the loss of use of such property resulting therefrom).
- **Limited Warranty:** Wolf warrants to Customer that Wolf's work shall be in conformity with the Specifications and free from defects in workmanship and material for a period of one (1) year from the date of substantial completion of Wolf's work. Wolf shall not be liable for any breach of warranty unless Customer gives written notice to Wolf within fourteen (14) days of discovery of a claimed defect and said written notice is received by Wolf within one (1) year after substantial completion of the work. Customer shall permit Wolf the opportunity to examine or test the alleged defect as reasonably requested by Wolf. If Wolf in its reasonable discretion determines that the alleged defect was due to faulty workmanship or defective material and not due to other causes, Wolf in its sole discretion will repair or replace said defects at no cost to Customer. This Limited Warranty does not include or extend to: (a) remedies for defects or damages caused by work of Customer, other contractors or third parties; (b) errors or inaccuracies in the Specifications or defects in the design or engineering of Wolf's work; (c) normal wear and tear, including, without limitation, defects or damages caused by the natural expansion or contraction of the construction materials; (d) use for a purpose for which the work was not intended; (e) improper or insufficient maintenance; (f) modifications performed by Customer, other contractors or any other third party; (g) sealcoat damage from snow plows; (h) drainage problems on the project site including, but not limited, to standing water; (i) construction traffic; (j) pavement overlays due to the potential of reflective cracking or expansion joints; (k) abuse; or (l) acts of God, casualty, catastrophe or other force majeure. This Limited Warranty shall be in effect only if Wolf receives final payment in full of the total invoiced amount to Customer upon completion of Wolf's work. This Limited Warranty shall extend solely to Customer.
THE EXPRESS WARRANTIES CONTAINED HEREIN ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY, HABITABILITY, OR FITNESS FOR A PARTICULAR USE OR PURPOSE., ALL OF WHICH ARE HEREBY DISCLAIMED BY WOLF. THIS LIMITED WARRANTY ALSO EXCLUDES CONSEQUENTIAL AND INCIDENTAL DAMAGES.

- **Notice of Lien Rights:** AS REQUIRED BY WISCONSIN CONSTRUCTION LIEN LAW, WOLF HEREBY NOTIFIES OWNER (IF CUSTOMER IS OWNER OF THE PROPERTY ON WHICH WOLF'S WORK IS PERFORMED) THAT PERSONS OR COMPANIES PERFORMING, FURNISHING, OR PROCURING LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO WOLF, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS OR SPECIFICATIONS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. WOLF AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.
- **Severability/Governing Law:** If any provision of this Agreement is determined to be invalid or unenforceable for any reason, such determination shall not affect the validity or enforceability of the remaining provisions of this Agreement. The validity, interpretation and performance of the parties hereunder shall be governed by the laws of the State of Wisconsin, without regard to the conflict of laws principles thereof.
- **Incorporation:** In the event any other agreement is entered into between the parties, these Terms shall be incorporated into any such agreement and shall supersede any conflicting terms contained therein unless otherwise expressly agreed in writing by Wolf and Customer. In the event of a conflict between the Proposal and these Terms, these Terms shall govern unless otherwise expressly agreed in writing by Wolf and Customer.
- **Acceptance:** Customer acknowledges and agrees that the prices and specifications set forth in the Proposal and these Terms are satisfactory and are hereby accepted. Customer authorizes Wolf to do the work as specified in the Proposal, subject to and in compliance with the Terms set forth above. The conditions of this proposal will be honored for **15 days**, after that time Wolf Paving Co., Inc. reserves the right to adjust the terms of this proposal. All agreements entered through this proposal/contract contingent upon strikes, accidents or delays beyond our control – Wolf Paving Co., Inc. reserves the right to adjust the terms of this contract if work is not completed within 14 days of authorization date or if the contract items are not completed within the stated time frame. Also, within the duration of the contract, Wolf Paving Co., Inc. reserves the right to pass along AC oil and other operation costs increases that occur prior to construction phase operations.
- **Pricing:** Prices are only good for work completed during the 2021 Construction Season. Work that is carried over to the 2022 season is subject to change based on oil prices.

Payment Terms:

Payment: Payment is due to Wolf upon substantial completion of the work, unless otherwise specified by the parties in writing. If performance of Wolf's work will extend beyond thirty (30) days, Wolf may issue progress billings on the project and each progress billing will be due and payable upon receipt of the progress billing. Any amounts remaining unpaid when due may be subject to late charges of 1.5% per month, 18% annually or the maximum interest rate permitted by law, whichever is less. Any credit card payments are subject to a 3% surcharge.

<p>ACCEPTED:</p> <p>The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED:</p> <p>Wolf Paving Co., Inc.</p> <p>Authorized Signature: _____</p> <p>Estimator: Matt Horness (262) 490-7961 Matthew.Horness@wolfpaving.com</p>
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**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 16.**

DATE: July 19, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action Regarding Alderman Bergman's Letter of Resignation [Mayor Bierce]

BACKGROUND:

There potential options to fill the vacancy.

- 1) Do nothing.
- 2) Appoint a new Alderman.
- 3) Hold a special election.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Letter from Alderman Bergman

July 6, 2021

City of Pewaukee
W240N3065 Pewaukee Road
Pewaukee WI 53072

RE: Brandon Bergman Aldermanic Resignation – July 20th, 2021

To whom it may concern,

Let this letter serve as notice that as of July 20th, 2021, I resign my elected position as Alderman of district #1 in the City of Pewaukee. My resignation is due to the fact that I will no longer reside at my current address (N36W23407 Oak Hill Lane, Pewaukee, WI 53072) as of that date. Andrea and I have decided to move to the other side of the City of Pewaukee, but no longer in the district in which I was elected.

It has been my privilege to serve the people of Pewaukee over the past 6+ years. I thank the City of Pewaukee electorate for entrusting me with the position to represent them. I thank the City of Pewaukee's staff for working so diligently with me over the past 20+ years to make our community the special lake country municipality that we each appreciate and love. I thank my fellow elected officials for working beside me to ensure that we continue to provide the highest level of municipal service at one of the lowest tax rates for a city in the state of Wisconsin. I thank the citizen volunteers who have worked beside me on the Plan Commission, Finance Committee and other various boards who have volunteered their time and knowledge to make Pewaukee a better place.

I look forward to seeing all of you in and around the city in the near and long term. Andrea and I don't plan on living anywhere else.

Sincerely,

Brandon V. Bergman
Brandon V. Bergman
Alderman, District #1

CC: Common Council
Plan Commission
City Staff
Finance Committee

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 17.**

DATE: July 19, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action to Appoint Members to Various Boards, Commissions and Committees [Mayor Bierce]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Appointments Needed

Long Letter of Interest

PLAN COMMISSION	Original Appointment	Current Term	
		From	To
Doug Kiser	6/1/2020	6/1/2020	5/1/2022
Sullivan, Sean (Engineer)	9/4/2007	5/15/2017	5/1/2018
Janka, Ted	5/1/2003	5/4/2015	5/1/2018
Linsmeier, Dave (Park & Recreation Board)	4/3/2006	5/20/2019	5/1/2020
Wunder, Christine	7/1/2004	5/15/2017	5/1/2020
Bierce, Steve - Mayor	6/6/2016	4/17/2017	Indefinitely
Bergman, Brandon - Alderman	5/17/2017	5/17/2017	Indefinitely

According to Section 1.03(2) of the Pewaukee Municipal Code the membership should be as follows: consisting of (7) members; the mayor (presiding officer), (1) Alderman, (1) representative from the Joint Park & Recreation Board (selected by the Park & Recreation Board) and (4) citizen members with experience and qualifications related to planning matters (1) of which needs to be a full-time City Engineer. (3) of the citizen members are to serve an alternating 3-year term. *The 4th citizen engineer member, the alderman and Joint Park & Recreation Board representative shall be appointed annually in April.* Citizen members are compensated.

ZONING BOARD OF APPEALS	Original Appointment	Current Term	
		From	To
Marlin, Katie - Chairperson (appointed 1/7/2019)	7/18/2016	8/6/2018	5/1/2021
Thomas Matt	5/7/2012	5/21/2018	5/1/2021
Welcenbach, Robert	6/1/2015	5/15/2017	5/1/2020
Tredwell, Jim	2/15/2016	5/20/2019	5/1/2022
VACANCY			5/1/2022
VACANCY - Alternate			5/1/2023
VACANCY - Alternate			5/1/2022

It consists of (5) regular members. Their terms shall be for a staggered three (3) year period. The Mayor shall appoint the Chairperson. There shall also be (2) alternates for staggered three (3) year term. *The Mayor shall annually designate as 1st and 2nd Alternate.* The 1st alternate will fill any vacancy and complete the regular appointee's term and the 2nd alternate will fill the 1st alternate's term, leaving the 2nd alternate position need to be filled. On 1/2/2007 Ordinance 06-24 was passed revising the membership.

FIRE COMMISSION	Original Appointment	Current Term	
		From	To
Farley, Thomas	3/2/2020	3/2/2020	5/1/2023
Goff, Bob	7/18/2011	6/1/2015	5/1/2020
Novack, Kathleen	9/15/2014	5/20/2019	5/1/2024
Wells, Larry	6/7/2021	6/7/2021	5/1/2026
Elaine Kroening	11/5/2014	5/15/2017	5/1/2022

The Fire Commission was originally part of the Police & Fire Commission that was created by Ordinance 04-10 on 4/19/2004. With the anticipated disbanding of the Police Department on 1/1/2010 ordinance 9.21 was created and passed on 12/21/2009. The membership remains as a five (5) citizen members; each to serve an alternating 5 - year term. Compensation is \$20 per meeting.

JOINT LIBRARY BOARD	Original Appointment	Current Term	
		From	To
Noll, Dale	5/2/2016	5/21/2018	5/1/2021
Muchowski, Laura (nominated by Pewaukee School District)	2/21/2005	5/15/2017	5/1/2020
Wildman, Karen	7/15/2013	5/20/2019	5/1/2022
Clark, Ian - Alderman	6/7/2021	6/6/2021	Indefinitely
Village Resident			
Village Resident			
Village Trustee			

This Board was created by Ordinance 05-4 on 1/17/2005. The Board consists of (3) members appointed by the Village Board and (3) members appointed by the City Common Council. No more than (1) member from each municipality shall be an elected official. (1) additional member shall be a City of Pewaukee resident and shall be nominated by the Superintendent of the Pewaukee School District and appointed by the Common Council. Members shall serve a staggering 3-year term.

JOINT PARK & RECREATION BOARD	Original Appointment	Current Term	
		From	To
Majeskie, Gary	2/19/2018	5/20/2019	1/1/2022
Kaatz, Del	1/20/2003	7/20/2020	1/1/2023
Linsmeier, Dave	4/3/2006	8/6/2018	1/1/2021
Dziwulski, Brian - Alderman	7/17/2017	7/17/2017	Indefinitely
Village Resident			
Village Resident			
Village Trustee			

This Board was created by Ordinance 96-19 on 11/4/1996. The Board consists of (7) voting members and (2) non-voting ex-officio members. The breakdown of members is as follows: (1) Village Trustee, (2) Village citizens, (1) City Alderman, and (3) City residents. In addition the Administrators from the Village and City may attend meetings and take part in discussions. The terms are 3-years with appointments in January. Although no compensation was listed in the ordinance, citizen members are being paid \$20 for each meeting they attend.

ETHICS BOARD	Original Appointment	Current Term	
		From	To
Farley, Tom	2/7/2008	5/15/2017	4/30/2023
Farrow, Margaret	2/7/2008	5/20/2019	4/30/2022
VACANCY			4/30/2024
VACANCY - Alternate			4/30/2024

The Ethics Board was established by Ordinance 06-16 on 9/5/2006. It consists of (3) regular citizen members and (1) alternate. Once established there will be alternating 3-year terms. There is no compensation for this position

TOURISM COMMISSION	Original Appointment	Current Term	
		From	To
Bierce, Steve - Mayor	1/1/2017	1/1/2017	Indefinitely
Wamser, Jerry - Alderman	9/19/2017	5/20/2019	9/19/2020
Brown, Colleen - Alderman	9/19/2017	5/20/2019	9/19/2020
Grosch, Ray - Alderman	9/19/2017	5/20/2019	9/19/2020
Doresey, Frank - Hotel Representative	10/15/18	5/20/2019	9/19/2020

Created by Ordinance 16-22 on September 19, 2016. It is to consist of the Mayor and (3) Alderman and (1) member who shall represent the Wisconsin hotel & motel industry. **Commissioners shall serve for a one-year term.** Among the members they shall elect a chairperson, vice-chairperson and secretary.

FINANCE COMMITTEE	Original Appointment	Current Term	
		From	To
Bergman, Brandon - Alderman	5/4/2015	6/6/2016	Indefinitely
Brown, Colleen - Alderman	5/6/2013	6/6/2016	Indefinitely
VACANT			Indefinitely
Klein, Scott - Administrator	1/1/2017	1/1/2017	Indefinitely

Created by Ordinance 09-02 on January 19th, 2009. The Committee shall consist of the following: Two (2) Common Council Members & the City Administrator. The appointments are to be made by the first regular meeting of the newly elected Council. The Mayor shall designate the chairman and secretary of the committee. On November 16th, 2009 it was revised by Ordinance 09-18 to add one (1) resident preferably with a financial background and Administrator as staff representative.

EMPLOYEE SERVICES COMMITTEE	Original Appointment	Current Term	
		From	To
VACANT - Alderman			Indefinitely
Grosch, Ray - Alderman	6/6/2016	6/6/2016	Indefinitely
Woldanski, Kelley - Director of People & Culture	1/19/2009	1/19/2009	Indefinitely

The Human Resource Committee was created by Ordinance 09-02 on January 19th, 2009. The Committee shall consist of the following: Two (2) Common Council Members & the Human Resource Director. The appointments are to be made at the first meeting of the newly elected Council. The Mayor shall designate the Chairman and Secretary of the Committee. Revised on November 16th, 2009 by Ordinance 09-18 to name the HR Director as staff representative. On 4/22/2019 via an email received by the Administrator, the Human Resource Director title changed to Director of People & Culture and the HR Department will be known as Employee Services.

PEWAUKEE LAKE PATROL ADVISORY COMMITTEE	Original Appointment	Current Term	
		From	To
Heier, Timothy - Police Chief	5/1/2019		
Twelmeyer, Lucas - Sergeant			
Heyrman, Greg Sergeant			
Clark, Ian - City of Pewaukee Alderman	6/21/2021	6/21/2021	Indefinitely
Van Horn, Pete - Town of Delafield - Supervisor			
Hill, Ed - Village of Pewaukee - Trustee			
Koepp, Thomas - Lake Pewaukee Sanitary District	5/2/2011	5/2/2011	Indefinitely

Created upon discussion at the Common Council meeting on 2/2/2009. A termination needs to be made on the make-up of committee members and the purpose of the group. Town of Delafield has different opinion on the appointment of Thomas Koepp and doesn't believe he belongs on the committee. Whereas we wanted someone from the LPSD to serve on the committee for times when the water levels were too high to help determine safety.

RESIDENCE BOARD	Original Appointment	Current Term	
		From	To
Wagner, K. Scott - District #1	8/6/2018	5/20/2019	5/1/2024
Tuttle, Debra - District #2	8/6/2018	8/6/2018	5/1/2021
VACANCY - District #3			5/1/2023

Created by Ordinance 18-01 Approved on January 15, 2018. The Board shall consist of three (3) citizens residing in the City one (1) from each Aldermanic District. Members shall serve for a term of five (5) years and shall serve no more than two (2) consecutive terms. The terms for the initial members of the Residence Board shall be staggered with one member serving one (1) year, a second member serving three (3) years and the third member serving five (5) years.

COURTNEY LONG

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July 6, 2021

City of Pewaukee

Re: Pedestrian & Bicyclist Planning Committee Position

I am writing to the City of Pewaukee as I am interested in joining the Pedestrian and Bicyclist Planning Committee. I first heard of the committee through, Ray Grosch, whom I've had the pleasure of working with recently. I have ten years of professional experience in both nonprofit and for-profit organizations along with over seven years of various volunteer endeavors.

Currently, I am the Project Coordinator for the [Waukesha County Green Team](#) (WCGT), a local nonprofit organization. In this role, I am assisting in the research and development of a municipal guide to sustainable planning. The purpose of this project is to help guide municipalities on how to implement actionable and fiscally responsible elements of sustainability into their strategic and/or municipal planning.

Through this project I have gained valuable insight and knowledge on how to build a more pedestrian and bicyclist friendly community. I will bring invigorated passion to the committee along with new ideas to expand on the committee's three main areas while also helping initiate measurable movement in these areas. I'd also love to expand on educational programs and projects to increase roadway safety and comfort for all users.

I am excited about the opportunity to be a part of the Pedestrian and Bicyclist Committee and see what progress we can make to further the committee's mission and goals of creating a more walkable and bikeable community, while also prioritizing safety and comfort for all roadway users.

Below I've highlighted a few additional items that you may need/like to know:

1. I am a City of Pewaukee resident
2. I am an avid biker and enthusiast
3. I am passionate about making positive changes in my community
4. I have professional experience within the alternative fuel and transportation sector

Please reference my professional resume for further details. If you have any other questions, please don't hesitate to reach out. Thank you for your time and consideration and I look forward to hearing from you soon.

Sincerely,

Courtney Long

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM •**

DATE: July 19, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

§19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is currently involved in specifically related to the High Pointe Centre.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM •**

DATE: July 19, 2021

DEPARTMENT: Administration

PROVIDED BY:

SUBJECT:

§19.85(1)(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 specifically related to the property located on Green Road / Duplainville Road.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION: