



## **Regular Village Board Meeting Agenda**

September 6, 2022 – 7:00 pm  
Village Hall, 235 Hickory Street, Pewaukee, WI 53072

1. Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call.
2. Public Hearings/Presentations.
  - a. Public Hearing – On Ordinance No. 2022-14, Ordinance to List as “Prohibited Uses” in the B-1 Community Business, B-2 Downtown Business, B-3 Office & Service Business, B-4 Business Park, B-5 Light Industrial, and IPS-Institutional and Public Service Zoning Districts Prohibitions on the Breeding, and/or Selling Dogs, Cats, Rabbits or other Exotic or Endangered Animals
3. Approval of Minutes of Previous Meeting.
  - Minutes of the Regular Village Board Meeting – August 16, 2022
4. Citizen Comments. – *This is an opportunity for citizens to share their opinions with Board Members on any topic they choose. However, due to Wisconsin Open Meeting laws, the Board is not able to answer questions or respond to your comments. All comments should be directed to the Board. Comments are limited to 3 minutes per speaker. Speakers are asked to use the podium and state their name and address.*
5. Ordinances.
  - a. Possible Action on Ordinance No. 2022-14, Ordinance to List as “Prohibited Uses” in the B-1 Community Business, B-2 Downtown Business, B-3 Office & Service Business, B-4 Business Park, B-5 Light Industrial, and IPS-Institutional and Public Service Zoning Districts Prohibitions on the Breeding, and/or Selling Dogs, Cats, Rabbits or other Exotic or Endangered Animals
6. Resolutions.
  - a. Possible Action on Resolution No. 2022-11 Initial Resolution Authorizing \$2,395,000 General Obligation Bonds for Community Development Projects in Tax Incremental District No. 4
  - b. Possible Action on Resolution No. 2022-12, Resolution Providing for the Sale of Not to Exceed \$2,395,000 Taxable General Obligation Community Development Bonds
  - c. Possible Action on Resolution No. 2022-13, A Resolution Committing to Required Funding for the Pewaukee Public Library and Requesting Exemption from the 2022 Waukesha County Library Tax Levy for 2023 Purposes
7. Old Business. – None.
8. New Business.
  - a. Discussion and Possible Action Regarding 2022 Trick or Treat Date and Time
  - b. Possible Action on Dedication of Public Sanitary Sewer and Water Main for The Glen at Pewaukee Lake



### **Regular Village Board Meeting Agenda**

- c. Report to the Village Board regarding the Staff level approval of a Certified Survey Map combining the two adjoining lots owned by Northshore Bank FSB and Northshore Savings Bank located at 104 and 120 W. Wisconsin Avenue respectively. Together these parcels total approximately .6852 acres and they are both zoned B-2 Downtown Business District
- d. Discussion and Direction Regarding 2023 Proposed Budget Related to Library Budget and Police Department Budget
- e. Review and Direction on Proposed Salary Range Adjustments for Non-Represented Positions
- f. Discussion and Possible Action on Committee Appointments
  - 1. Plan Commission – 2 Members (full 3 year terms);
  - 2. Zoning Board of Appeals – 1 Member (full 3 year terms); 1 Alternate (term to expire 4/30/24)
  - 3. Historic Preservation Commission – 1 Plan Commission Member and 1 Member Architect (full 3 year term to expire 4/30/25)
- 9. Citizen Comments. – *This is an opportunity for citizens to share their opinions with Board Members on any topic they choose. However, due to Wisconsin Open Meeting laws, the Board is not able to answer questions or respond to your comments. All comments should be directed to the Board. Comments are limited to 3 minutes per speaker. Speakers are asked to use the podium and state their name and address.*
- 10. Closed Session. – The Village Board of the Village of Pewaukee will enter into closed session pursuant to Wis. Statute Section 19.85(1)(e) for the purpose of 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 regarding Pewaukee School District School Resource Officer Agreement; and pursuant to Wis. Statute Section 19.85(1)(c) to consider the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically regarding the Director of Public Works/Engineer and Village Clerk positions.
- 11. Reconvene Into Open Session.
  - a. Possible Action on Director of Public Works/Engineer Compensation
  - b. Possible Action on Village Clerk Compensation
- 12. Adjournment.

Note: Notice is hereby given that a quorum of a Village Committee and/or Commission may be present at the Village Board meeting, and if so, this meeting shall be considered an informational meeting of that Committee or Commission and no formal action of that Committee or Commission shall occur. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. To request such assistance, contact the Village Clerk at 262-691-5660.

Posted September 2, 2022



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**VILLAGE BOARD MEETING MINUTES  
August 16, 2022 – 7:00 pm**

**DRAFT - DRAFT - DRAFT - DRAFT - DRAFT - DRAFT**

**1. Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call.**

President Knutson called the meeting to order at approximately 7:00 p.m.

Village Board members present: Trustee Ed Hill, Trustee Bob Rohde, Trustee Kelli Belt, Trustee Chris Krasovich, Trustee Craig Roberts, Trustee Jim Grabowski, and President Jeff Knutson.

Also Present: Village Attorney, Mark Blum; Administrator, Scott Gosse; Director of Public Works, Dan Naze; Village Treasurer, Kayla Haack; Police Chief, Tim Heier; and Village Clerk, Cassie Smith.

**2. Public Hearings/Presentations – None.**

**3. Approval of Minutes of Previous Meeting**

**• Minutes of the Regular Village Board Meeting – August 3, 2022**

**Trustee Rohde motioned, seconded by Trustee Roberts to approve the August 3, 2022 minutes of the Regular Village Board meeting as presented.**

**Motion carried 7-0.**

**4. Citizen Comments**

**Roberta Reid @ 530 Kopmieier Dr** - Ms. Reid spoke about concerns she has with the new aquatic policy and what the policy requires from the homeowners.

**Carrie Ashley @ 544 Kopmieier Dr** - Ms. Ashley spoke on the concerns regarding the lake weeds and asked that the policy be looked at again.

**Jody Zelinger @ 538 Kopmieier Dr** - Ms. Zelinger spoke regarding concerns she has about the lake weeds. She believes this is the worst year in 18 years and asked the Village to start recruiting workers in February.

**John Krueger @ 520 Kopmeier Dr** - Mr. Krueger spoke regarding concerns over lake weeds.

**Scott Omdoll @ 702 Kopmeier Dr** - Mr. Omdoll stated he has the same lake weed concerns and asked if the lake level can be maintained so that he can utilize the lake.

**Jeff Beres @ 554 Kopmeier Dr** - Mr. Beres spoke regarding lake weed and staffing concerns.

**Bill Arnold @ 211 Park Ave** - Mr. Arnold expressed concerns about the Aquatic Plant Collection Policy and the accumulation of lake weeds.

**Steve Hook @ 227 Park Ave** - Mr. Hook agreed with Mr. Arnold. He asked that the Village provide better training and supervision.

**Jim Ashley @ 544 Kopmeier Dr** - Mr. Ashley expressed concern for the lake weed policy and he expects the same courtesy as the beach is given.

**Jeff Beres @ 554 Kopmeier Dr** - Mr. Beres suggested that the Village prioritize the weed masses and then improve the policy.

**5. Ordinances**

**a. Possible Action on Ordinance No. 2022-12, Ordinance to Amend Chapter 90, Utilities, of the Village of Pewaukee Code of Ordinances**

Treasurer Haack presented an amendment to Chapter 90 to change the deduct meters from being owned by the property owner to become sewer utility owned so that they are maintained just as the traditional water meters are. Haack stated that there are about 411 meters which consist of residential and commercial properties. Village staff will install the deduct meters and bill the base charge on the quarterly utility bill where the sewer deduction will be applied. The implementation would be immediate and the Water and Sewer utility would start changing meters with a completion timeline of early 2023.

Administrator Gosse referenced code section 90.141 - Water Conservation. The Village Board consensus was to bring this section back with recommendations to revise.

**Trustee Grabowski motioned, seconded by Trustee Hill to approve Ordinance No. 2022-12 to Amend Chapter 90, Utilities, of the Village of Pewaukee Code of Ordinances as presented in addition to bringing back municipal code 90.141 regarding water conservation. Motion carried 7-0.**

**b. Possible Action on Ordinance No. 2022-13, Ordinance to Amend Chapter 34.134 of the Village of Pewaukee Code of Ordinances Entitled Fire Inspection Fee Payment Procedure**

Treasurer Haack gave background information on the current process of creating and sending fire inspection billing invoices. Currently, the process is manual and lengthy. Haack proposed the Village add the fire inspection billing to the tax bills. Tax-exempt properties would receive a bill from the Village as those properties do not receive a tax bill.

**Trustee Hill motioned, seconded by Trustee Grabowski to approve Ordinance No. 2022-13 to Amend Chapter 34.134 of the Village of Pewaukee Code of Ordinances Entitled Fire Inspection Fee Payment Procedure as presented.**

**Motion carried 7-0.**

**6. Resolutions – None.**

**7. Old Business**

**a. Discussion Regarding Strategic Plan Implementation Progress**

Trustee Roberts suggested scheduling the next workshop.

The consensus of the Village Board is to hold the meeting on September 13, 2022, at 6:00 p.m.

**b. Discussion and Review of Draft Equipment Replacement and Capital Improvement Plan**

Administrator Gosse reviewed the equipment replacement and capital improvement plan as presented. Gosse responded to Trustee Hill that he will research the new Department of Energy changes which are to take effect in 2023 and review if the updates will increase the current estimated costs. Discussion followed regarding funding, life expectancy, and ARPA funds. The consensus of the Village Board was to discuss the equipment replacement and capital improvement plan with the budget discussions.

**c. Discussion and Direction on ARPA Funds**

The consensus of the Village Board was to discuss the direction of ARPA Funds with the 2023 budget discussions.

**8. New Business**

**a. Discussion and Possible Action on Digital Meeting Room for the Village Board Room**

Trustee Krasovich explained that earlier this year a group started looking into expanding participation from Village residents and review different options. The group had received different quotes with Smart Spaces being the most comprehensive which was included in the packet and Kobra KY Technology Solutions had given an additional quote which was emailed out to all Trustees on Tuesday. Discussion followed regarding pricing and options available. The direction from the Village Board was to get more detail from Kyle at Kobra KY Technology Solutions regarding a more full scope quote which includes yearly support pricing.

**b. Discussion and Direction on 2023 Budget Discussion Schedule**

The consensus of the Village Board was to move ahead with the 2023 Budget Discussion Schedule as presented.

### **c. Discussion and Possible Action on Committee Appointments**

#### **1. Plan Commission – 2 Members (full 3 year terms);**

No action was taken on this item.

#### **2. Zoning Board of Appeals – 1 Alternate (term to expire 4/30/24)**

No action was taken on this item.

#### **3. Historic Preservation Commission – 1 Plan Commission Member and 1 Member Architect (full 3 year term to expire 4/30/24)**

No action was taken on this item.

### **d. Monthly Approval of Checks and Invoices for all funds – July 2022**

Trustee Grabowski moved, seconded by Trustee Rohde to approve the July 2022 Checks and Invoices as presented.

Motion carried 7-0.

Trustee Krasovich moved, seconded by Trustee Roberts to recognize the Library Fund July 2022 checks and invoices as presented.

Motion carried 7-0.

### **9. Citizen Comments –**

**Jeff Beres @ 554 Kopmeier Dr** - Mr. Beres thanked the Village Board for all they do and for listening to the residents' concerns. He suggested that the Village contest the ruling from the OCR requiring the no left turn signage at the Oakton Avenue crossing.

**10. Closed Session** – *The Village Board of the Village of Pewaukee will enter into closed session pursuant to Wis. Statute Section 19.85(1)(e) for the purpose of 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 regarding Riverside Preserve Developers Agreement; and pursuant to Wis. Statute Section 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically regarding the Wisconsin Department of Natural Resources; and Menard Assessment litigation.*

Trustee Rohde moved, seconded by Trustee Krasovich to move into Closed Session at approximately 9:35 p.m.

Motion carried on roll call vote 7-0.

### **11. Reconvene Into Open Session**

Trustee Hill moved, seconded by Trustee Rohde to reconvene into Open Session at approximately 9:53 p.m.

Motion carried on roll call vote 7-0.

#### **a. Possible Action on Consent Agreement with Wisconsin Department of Natural Resources Regarding Well #2**

Trustee Hill moved, seconded by Trustee Rohde to approve the consent agreement with the Wisconsin Department of Natural Resources Regarding Well #2 as presented.

Motion carried 7-0.

#### **b. Possible Action on Settlement Agreement Regarding 2020 and 2022 Menard Assessments**

Trustee Krasovich moved, seconded by Trustee Roberts to approve the settlement agreement for Menard assessments for 2020 and 2022 as presented.

Motion carried 7-0.

#### **c. Possible Action on Development Agreement between Village of Pewaukee and 321**

**Riverside Partners, LLC**

**Trustee Roberts moved, seconded by Trustee Grabowski to approve the development agreement between the Village of Pewaukee and 321 Riverside Partners, LLC subject to the changes discussed and contingent upon approval of a future borrowing agreement. Motion carried 6-1; Trustee Hill voted nay.**

**d. Possible Action on Resolution No. 2022-11 Initial Resolution Authorizing \$2,395,000 General Obligation Bonds for Community Development Projects in Tax Incremental District No. 4**

The Village Board consensus was to defer this item to the next Village Board meeting.

**e. Possible Action on Resolution No. 2022-12, Resolution Providing for the Sale of Not to Exceed \$2,395,000 Taxable General Obligation Community Development Bonds**

The Village Board consensus was to defer this item to the next Village Board meeting.

## **12. Adjournment**

**Trustee Hill moved, seconded by Trustee Roberts to adjourn the August 16, 2022, Regular Village Board meeting at approximately 9:55 p.m. Motion carried 7-0.**

Respectfully Submitted,

Casandra Smith  
Village Clerk



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: August 31, 2022

Re: Agenda Item [5a](#), Possible Action on Ordinance No. 2022-14, Ordinance to List as “Prohibited Uses” in the B-1 Community Business, B-2 Downtown Business, B-3 Office & Service Business, B-4 Business Park, B-5 Light Industrial, and IPS-Institutional and Public Service Zoning Districts Prohibitions on the Breeding, and/or Selling Dogs, Cats, Rabbits or other Exotic or Endangered Animals

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### **BACKGROUND**

The Plan Commission reviewed the attached draft ordinance at its August 11<sup>th</sup> meeting and has recommended adoption of the draft to the Village Board for approval.

### **ACTION REQUESTED**

The action requested of the Village Board by the Plan Commission is to adopt Ordinance No. 2022-14, Ordinance to List as “Prohibited Uses” in the B-1 Community Business, B-2 Downtown Business, B-3 Office & Service Business, B-4 Business Park, B-5 Light Industrial, and IPS-Institutional and Public Service Zoning Districts Prohibitions on the Breeding, and/or Selling Dogs, Cats, Rabbits or other Exotic or Endangered Animals.

### **ANALYSIS**

The effect of the attached draft ordinance would be to list the sale of live dogs, cats, and/or rabbits as a prohibited use in the B1 through B-5 and IPS zoning districts.

Attachment

**ORDINANCE NO. 2022-14**

**ORDINANCE TO LIST AS “PROHIBITED USES” IN THE B-1 COMMUNITY BUSINESS, B-2 DOWNTOWN BUSINESS, B-3 OFFICE & SERVICE BUSINESS, B-4 BUSINESS PARK, B-5 LIGHT INDUSTRIAL, AND IPS-INSTITUTIONAL AND PUBLIC SERVICE ZONING DISTRICTS PROHIBITIONS ON THE BREEDING, AND/OR SELLING DOGS, CATS, RABBITS OR OTHER EXOTIC OR ENDANGERED ANIMALS.**

The Village Board of the Village of Pewaukee, Waukesha County, Wisconsin, do ordain as follows:

**SECTION I**

That the following Sections of the Village of Pewaukee Municipal Code are hereby created to read as follows:

(a) Section 40.250.5 is hereby created to read:

**Sec. 40.250.5 – Prohibited Uses.**

**Prohibited uses in the B-1 district shall include:**

- (1) Individuals, businesses and/or organizations that breed or sell dogs, cats, rabbits or exotic/endangered animals.**

(b) Section 40.265.5 is hereby created to read:

**Sec. 40.265.5 – Prohibited Uses.**

**Prohibited uses in the B-2 district shall include:**

- (1) Individuals, businesses and/or organizations that breed or sell dogs, cats, rabbits or exotic/endangered animals.**

(c) Section 40.280.5 is hereby created to read:

**Sec. 40.280.5 – Prohibited Uses.**

**Prohibited uses in the B-3 district shall include:**



**(1) Individuals, businesses and/or organizations that breed or sell dogs, cats, rabbits or exotic/endangered animals.**

(d) Section 40.298.5 is hereby created to read:

**Sec. 40.298.5 – Prohibited Uses.**

**Prohibited uses in the B-4 district shall include:**

**(1) Individuals, businesses and/or organizations that breed or sell dogs, cats, rabbits or exotic/endangered animals.**

(e) Section 40.316.5 is hereby created to read:

**Sec. 40.316.5 – Prohibited Uses.**

**Prohibited uses in the B-5 district shall include:**

**(1) Individuals, businesses and/or organizations that breed or sell dogs, cats, rabbits or exotic/endangered animals.**

(f) Section 40.250.5 is hereby created to read:

**Sec. 40.250.5 – Prohibited Uses.**

**Prohibited uses in the IPS district shall include:**

**(1) Individuals, businesses and/or organizations that breed or sell dogs, cats, rabbits or exotic/endangered animals.**

(g) Section Sec. 40.108. - Definitions and rules of construction. is hereby amended to include the following new definitions:

*Dog means canis familiaris.*

*Cat means felis domesticus.*

*Exotic or Endangered Animal means any wild animal as provided in § 169.01, Wis. Stats.; any dangerous, carnivorous, poisonous or venomous wild animal, insect, reptile, invertebrate or amphibian, including but not limited to the following: Alligator; Ape including chimpanzee, gibbon, gorilla, orangutan, and siamang; Baboon; Bear; Bison; Cayman; Coyote; Chinchilla; Crocodile; Deer including all members of the deer family, for example white-tailed deer, elk, antelope and moose; Elephant; Ferret; Gambian rat; Gamecock and other fighting birds; Hippopotamus; Hyena; Kangaroo; Lizard; Members of the canine species other than the domestic dog (canis familiaris); Members of the feline*

*species other than the domestic cat (felis domesticus); Monkey; Pig, to include pot-bellied; Poisonous or venomous insect; Ostrich; Prairie dog; Raccoon; Rhinoceros; Snake constrictor or nonvenomous; Snapping turtle; Squirrel of flying or nonflying variety; Venomous snake; Venomous spider; Wasp and hornet; Wolf dog hybrid; Wolf; and any animal listed by the U.S. Fish& Wildlife Service as threatened or endangered.*

**SECTION II**

The Village President and Village Clerk are authorized to execute this ordinance on behalf of the Village of Pewaukee.

This ordinance shall take effect upon passage and publication as required by law.

**SECTION III**

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 portions of the ordinance.

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

**PASSED AND ADOPTED** by the Village Board this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

APPROVED:

\_\_\_\_\_  
Jeff Knutson, Village of Pewaukee President

Countersigned:

\_\_\_\_\_  
Casandra Smith, Village of Pewaukee Clerk



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: August 31, 2022

Re: Agenda Items 6a and 6b, Bond Resolutions

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**BACKGROUND**

Resolution No. 2022-11 and Resolution No. 2022-12 are related to the development agreement approved at the last Village Board meeting for the redevelopment of 321 Riverside Drive. The development agreement was approved by the Village Board contingent upon the adoption of the attached resolutions.

**ACTION REQUESTED**

The action requested of the Village Board is to adopt Resolution No. 2022-11 Initial Resolution Authorizing \$2,395,000 General Obligation Bonds for Community Development Projects in Tax Incremental District No. 4 and Resolution No. 2022-12, Resolution Providing for the Sale of Not to Exceed \$2,395,000 Taxable General Obligation Community Development Bonds.

**ANALYSIS**

The attached resolutions were prepared by Quarles & Brady, Village Bond Counsel. After adoption, staff will work with the Village's Financial Advisor, Robert W. Baird & Company, and Quarles & Brady, on the Preliminary Official Statement (POS) in anticipation of competitive sale bids due on October 4, 2022 at 10AM. The award resolution will be presented to the Village Board at the October 4<sup>th</sup> Village Board meeting.

Attachment

Resolution No. 2022-11

INITIAL RESOLUTION AUTHORIZING \$2,395,000 GENERAL  
OBLIGATION BONDS FOR COMMUNITY DEVELOPMENT PROJECTS IN  
TAX INCREMENTAL DISTRICT NO. 4

BE IT RESOLVED by the Village Board of the Village of Pewaukee, Waukesha County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$2,395,000 for the public purpose of providing financial assistance to community development projects under Section 66.1105, Wisconsin Statutes, by paying project costs included in the project plan for the Village's Tax Incremental District No. 4.

Adopted, approved and recorded September 6, 2022.

\_\_\_\_\_  
Jeffrey Knutson  
President

ATTEST:

\_\_\_\_\_  
Casandra Smith  
Village Clerk

(SEAL)

RESOLUTION PROVIDING FOR THE SALE OF NOT TO EXCEED \$2,395,000  
TAXABLE GENERAL OBLIGATION COMMUNITY DEVELOPMENT BONDS

WHEREAS, the Village of Pewaukee, Waukesha County, Wisconsin (the "Village") has adopted an initial resolution (the "Initial Resolution") authorizing the issuance of general obligation bonds in the amount of \$2,395,000 for the public purpose of providing financial assistance to community development projects under Section 66.1105, Wisconsin Statutes, by paying project costs included in the project plan for the Village's Tax Incremental District No. 4;

WHEREAS, the Village Board hereby finds and determines that the projects described in the Initial Resolution are within the Village's power to undertake and therefore serve a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes; and

WHEREAS, due to certain requirements of the Internal Revenue Code of 1986, as amended, it is necessary that such bonds be issued on a taxable, rather than tax-exempt, basis.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village that:

Section 1. The Bonds. The Village shall issue the bonds authorized by the Initial Resolution as a single issue of bonds designated as "Taxable General Obligation Community Development Bonds" in an amount not to exceed \$2,395,000 (the "Bonds") for the purpose above specified.

Section 2. Sale of the Bonds. The Village Board hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the Village Board shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The Village Clerk (in consultation with Robert W. Baird & Co. Incorporated ("Baird")) be and hereby is directed to cause notice of the sale of the Bonds to be disseminated in such manner and at such times as the Village Clerk may determine and to cause copies of a complete Official Notice of Sale and other pertinent data to be forwarded to interested bidders as the Village Clerk may determine.

Section 4. Official Statement. The Village Clerk (in consultation with Baird) shall cause an Official Statement to be prepared and distributed. The appropriate Village officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted, approved and recorded September 6, 2022.

\_\_\_\_\_  
Jeffrey Knutson  
President

(SEAL)

ATTEST:

\_\_\_\_\_  
Casandra Smith  
Village Clerk



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: August 31, 2022

Re: Agenda Item [6c](#), Possible Action on Resolution No. 2022-13, A Resolution Committing to Required Funding for the Pewaukee Public Library and Requesting Exemption from the 2022 Waukesha County Library Tax Levy for 2023 Purposes

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### **BACKGROUND**

Annually, communities that desire to remain exempt from the County Library Tax must transmit to the County a resolution stating that they will expend no less than the County Library Tax rate for the prior year. Attached for your review and information please find a copy of a memo from Bridges Library System Director Karol Kennedy regarding the annual exemption process from the County Library Tax along with a copy of the proposed resolution committing to expend at least the average of the prior three years funding for library purposes.

### **ACTION REQUESTED**

The action requested of the Village Board is to adopt Resolution No. 2022-13, A Resolution Committing to Required Funding for the Pewaukee Public Library and Requesting Exemption from the 2022 Waukesha County Library Tax Levy for 2023 Purposes.

### **ANALYSIS**

Please note that the first bullet point on the attached memo indicates that communities must either meet a minimum levy requirement for library purposes or in the case of joint libraries (such as ours) levy and expend no less than the average of the prior three years. The other component is a certification that the library meets or exceeds minimum service levels and quality assurance levels. Attached with regard to this item is a copy of the Pewaukee Public Library's certification relating to eligibility for exemption for the county library tax.

The following is a review of the prior three years:

2020 - \$263,372

2021 - \$263,679

2022 - \$261,180

3-year average - \$262,744

Attachments

STATE OF WISCONSIN

VILLAGE OF PEWAUKEE

WAUKESHA COUNTY

**RESOLUTION NO. 2022-13**

A RESOLUTION COMMITTING TO REQUIRED FUNDING FOR THE PEWAUKEE  
PUBLIC LIBRARY AND REQUESTING EXEMPTION FROM THE 2022  
WAUKESHA COUNTY LIBRARY TAX LEVY FOR 2023 PURPOSES

**WHEREAS**, the Village Board of the Village of Pewaukee recognizes that pursuant to §43.64, Wis. Stats. and the recently enacted Section 43.64 (2)(c), Wis. Stats., in order for joint libraries to obtain an exemption from the Waukesha County library levy for the year 2022 for 2023 purposes, the Village Board must certify that it will expend no less than the average of the funding levels of the previous three years; and

**WHEREAS**, the Village of Pewaukee funded the Pewaukee Public Library \$263,372 in 2020, \$263,679 in 2021, and \$261,180 in 2022 with the average of the three years being \$262,744; and

**WHEREAS**, the Village Board further recognizes that pursuant to state law, listed funding for the Pewaukee Public Library must come only from municipal sources and must exclude fines, fees and other revenues as well as capital expenditures.

**THEREFORE, BE IT HEREBY RESOLVED** by the Village of Pewaukee Village Board that it pledges to appropriate and allow the Pewaukee Public Library to expend no less than \$262,744, thereby exempting the Village of Pewaukee from the 2022 county library levy for 2023 purposes.

Dated this \_\_\_\_\_ day of September 2023.

VILLAGE OF PEWAUKEE

\_\_\_\_\_  
Jeff Knutson, Village Board President

ATTEST:

\_\_\_\_\_  
Cassie Smith, Village Clerk



741 N. Grand Ave., #210  
Waukesha, WI 53186

P 262.896.8080  
W [bridgeslibrarysystem.org](http://bridgeslibrarysystem.org)

To: Chief Elected Officials/Administrators in Municipalities with Libraries, Library Directors  
From: Karol Kennedy, Bridges Library System Director  
Re: Waukesha County Library Tax Exemption Notice  
Date: August 18, 2022

**Annually Waukesha County sets a special levy for library services. The funds are distributed to the county's public libraries to compensate them for use by non-residents. State law (ss. 43.64(2) Wisc. Statutes) provides that municipalities with libraries may avoid double taxation and exempt themselves from this special levy if they meet certain conditions:**

- Exempting library municipalities must levy and expend an amount equal to or greater than the mill rate set by Waukesha County in the preceding year with the exception of joint libraries whose participating municipalities have an alternate option for exempting which is to levy and expend an amount not less than the average of the previous 3 years (ss.43.64 (2)(c)).
- Exempting library communities are required to provide written notification to the county annually.
- The County Code requires that the notification be from the **local governing body** rather than from the clerk alone.
- The County Code also requires a deadline of September 30 so that the County Executive Budget available to supervisors and the general public can properly reflect the county library taxation levels in the Adopted Budget in November.
- Exempting communities must also have a library that meets or exceeds minimum service levels and quality assurance standards (as revised by the new county library plan and formally adopted by the Waukesha County Board of Supervisors in 2022) which are certified by the library board. (The libraries have already received their standards certification letters.)

If you would like to exempt your municipality from the Waukesha County library tax, the form (on page 2), **Request for Exemption from Waukesha County Library Levy 2022 Tax for 2023 Purposes** must be completed, approved by the Municipality's governing body, signed, and returned to Bridges Library System no later than September 30, 2022. A copy of your adopted municipal ordinance or resolution certifying that your library appropriation meets or exceeds the requirements is also required. Email submission is acceptable as long as the form includes the actual signature.

Thank you for providing library services to our citizens. Strong libraries build strong communities and your commitment to support your library is vital and valued!

**Serving the libraries of Waukesha and Jefferson Counties**

OUR MISSION: Improving member libraries through leadership, collaboration, & support



**Request for Exemption from Waukesha County Library Levy  
2022 Tax for 2023 Purposes**

**Name of Community:**

**Name of library:**

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We recognize that, pursuant to 43.64 of Wisconsin Statutes, to obtain an exemption from the 2022 county library levy for 2023 purposes, the municipality must certify that during budget year 2023, its library will be provided and be allowed to expend no less than the county library tax rate in the prior year, \$0.229096 per \$1,000 Equalized Value.

In the case of a joint library, an alternate exemption option exists pursuant to ss 43.64 (2) (c). Under this language, each participating municipality in the joint library has the option to certify that during its budget year 2023, the library will be provided and allowed to expend no less than the average of the funding levels of the previous 3 years.

We further recognize that, pursuant to state law, listed funding must be only from municipal sources, not the entire library budget. Reported amounts must exclude fines, fees, and other revenues. Capital expenditures are excluded as well.

I am authorized to certify that the governing body of the municipality has enacted an ordinance or resolution pledging that it will appropriate and allow the library to expend no less than a rate of \$0.229096 per \$1,000 of the actual state Equalized Value amount for the community that was published by the state on August 9, 2022 or, in the case of a joint library whose municipality may choose this option, that the participating municipality will appropriate and allow the library to expend no less than the average of the funding levels of the previous 3 years.

The community meets its requirement stated above and is therefore eligible for exemption from the 2022 Waukesha County library levy.

---

**Name and Title of Person filling out this form:**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**This form, along with a copy of the municipal resolution/ordinance, must be filed no later than September 30, 2022.**

Send to:

Bridges Library System

741 N. Grand Avenue, Suite 210

Waukesha, WI 53186

Or email to [kkennedy@bridgeslibrarysystem.org](mailto:kkennedy@bridgeslibrarysystem.org)



741 N. Grand Ave., #210  
Waukesha, WI 53186

P 262.896.8080  
W [bridgeslibrarysystem.org](http://bridgeslibrarysystem.org)

To: Pewaukee Public Library Board of Trustees  
From: Karol Kennedy, Bridges Library System Director  
Re: Waukesha County Library Standards Certification  
Date: July 7, 2022

Wisconsin Statute 43.64(2) allows Waukesha County municipalities that tax their residents for libraries the opportunity to exempt their residents from the county library levy if two criteria are met:

- 1) The municipal tax rate for library services is equal to or greater than the rate of the county library tax, and
- 2) The library meets or exceeds the Waukesha County adopted library standards.

Exemption from the county library tax, therefore, includes two distinct actions. The municipality action required is a certification of its library tax rate. That process begins when I send out a communication to the municipality after the state releases its official Equalized Assessed Values in mid-August.

The library action requires the library board to review the information in this letter and certify the library's compliance with the various standards by completing the form beginning on page 2 of this document and returning it to the Bridges office by August 31, 2022.

The Waukesha County Board approved the updated county library standards in April of this year. All 16 library boards in the county have since endorsed these standards. More information is available here: <https://bridgeslibrarysystem.org/waukesha-county-planning-committee-2016-act-150/>. There are numeric *Minimums to Exempt* as well as *Quality Assurance Items* in the standards. This letter includes your library's specific standards-related requirements.

Please complete the documentation on pages 3-4 and then complete the *Library Board Certification of Eligibility for Exemption from County Library Tax* on page 5. Please **scan and send all pages (with signatures on page 5) to me via email by August 31**. This form constitutes your library's certification for compliance with the library standards portion required for exemption from the Waukesha County library tax levy.

Thank you for providing outstanding library services to the citizens of Waukesha County!





**Step 1. Review your Library’s Library Service Effort Ratio (LSER) Calculation**

There is a provision in the Waukesha County Plan that allows a library to qualify for the exemption without meeting the *Minimums to Exempt*. If a library can demonstrate its ability to provide for most of the needs of its own resident by reaching its targeted Library Service Effort Ratio (LSER), it is allowed to exempt from the county library tax without meeting the numeric *Minimums to Exempt*.

The LSER is calculated as follows:

- Lending by your library to your own residents: 183,085
- PLUS lending to other library community’s residents: 46,868
- DIVIDED by total circulation by your residents at all county libraries: 245,848

Your library’s LSER is shown in Table 1 below.

**Table 1.**

Pewaukee’s Library Services Effort Ratio (LSER)		Eligible for Exemption Based on LSER?
<b>Target</b>	<b>Actual</b>	<b>Pass?</b>
90%	93.53%	Yes

If your LSER ratio is higher than your listed target rate, you will see a “Yes” in Table 1 above and may skip to step 3 on this form. Please note, even if there is a “Yes” listed above, you are encouraged to complete step 2 for the purposes of assessment. However, if your LSER is higher than your required target, step 2 is not required for the purposes of meeting the minimum for the standards portion of the county library tax exemption. If there is a “No” in Table 1 for your library, you must complete step 2. All libraries must complete step 3.

**Step 2: Compare your Library’s previous year’s data to your Library’s *Minimums to Exempt***

Please review the data below gathered from your library’s 2021 state annual report and indicate whether your library will meet its minimum requirements in 2022.

Please circle “Yes” or “No” in the last column in Table 2. **(Completing this table is required if LSER = “No” in step 1.)**

Table 2.

Library	Pewaukee		2020 Municipal Population	22,658
<b>Category</b>	<b>Minimum to Exempt</b>	<b>Library Actuals from 2021 annual report</b>	<b>Met Minimum during 2021?</b>	<b>Will Meet Minimum in 2022? (Circle one)</b>
Materials Expenditures/Capita	\$5.44/capita	\$5.34/capita	No	Yes No
Number Hours Open/Week	57	59	Yes	Yes No
Budgeted Staff in FTE	12.85	13.24	Yes	Yes No
Collection Size	98,000	96,827	No	Yes No
Public Computers/Internet Access Devices	12	9	No	Yes No
Wireless Internet Access	Yes	Yes	Yes	Yes No



**Step 3. Review and Report on Quality Assurance Standards for Pewaukee Public Library**

Review each item and circle "Yes" or "No" in Table 3 below. **(Completing this Table is required regardless of LSER ratio.)**

**Table 3.**

Quality Assurance Standards	Library Assurance for 2022 (circle one)
Library board member orientations are provided	Yes No
Library website includes key board/staff contact & meeting info	Yes No
Library board conducts director performance evaluation	Yes No
Library budgets for professional development	Yes No
Library has active strategic plan	Yes No
Library has a current circulation policy	Yes No
Library has a current collection management policy	Yes No



Policies are considered current if they have been adopted or reviewed within the last five years.

**Please attach narrative for any items for which the library circles "No" and describe steps planned to address the area(s) of non-compliance.** Note: For each item in tables 2 and 3, libraries are able to select "No" one time during the annual certification process for the five-year planning period.

If your library has circled "No" for an item in a previous year in tables 2 or 3, circling "No" a second time for that same item may result in the loss of ability for the municipality to exempt its residents from the county library tax.

**Library Board Certification of Eligibility for Exemption from County Library Tax**

I certify that the library board's responses related to the *Minimums to Exempt and Quality Assurance Standards* were approved by the library board and reflect the library's plan of service for 2022.

<b>Name of Library</b>	<b>Pewaukee Public Library</b>
Date Form Completed:	07/20/2022
Library Board President Name:	Dale Noll
Library Board President Signature:	
Library Director's Signature:	

This form (pages 1-5) must be completed, signed, and submitted to the Bridges Library System no later than **August 31, 2022**.





741 N. Grand Ave., #210  
Waukesha, WI 53186

P 262.896.8080  
W [bridgeslibrarysystem.org](http://bridgeslibrarysystem.org)

To: Waukesha County Library Directors  
From: Karol Kennedy, Bridges Library System Director  
Re: Your Minimum Municipal Appropriation to Exempt from County Library Tax  
Date: August 17, 2022

Please see the chart below for your municipality's necessary minimum library appropriation for 2023 to qualify for exemption from the county library tax. The calculation for each municipality's minimum amount is based on the county library tax rate from the previous year and the equalized assessed value for each municipality in the current year. The county library tax rate decreased from \$0.000238931 to \$0.000229096 from the previous year. However, all Waukesha County municipalities with libraries had increases in their equalized assessed value. Please contact me if you have any questions.

Library	2022 Equalized Value (less TID) in Municipalities with Libraries	% Change in Equalized Value from Prior Year	County Library Tax Rate (for 2022 levy)	2023 Minimum Municipal Library Appropriation*	% Change in Minimum Appropriation from Prior Year
Big Bend	\$230,966,500	9.97%	\$0.000229096	\$52,914	5.45%
Brookfield	\$8,760,531,200	9.97%	\$0.000229096	\$2,007,005	5.44%
Butler	\$308,207,100	13.08%	\$0.000229096	\$70,609	8.43%
Delafield	\$1,931,452,600	10.21%	\$0.000229096	\$442,489	5.68%
Eagle Village*	\$266,536,300	14.11%	\$0.000229096	\$61,062	9.41%
Eagle Town*	\$691,624,100	20.85%	\$0.000229096	\$158,449	15.87%
Elm Grove	\$1,438,417,700	13.95%	\$0.000229096	\$329,536	9.26%
Hartland	\$1,727,292,400	13.62%	\$0.000229096	\$395,716	8.94%
Menomonee Falls	\$6,534,279,000	12.10%	\$0.000229096	\$1,496,979	7.49%
Mukwonago	\$1,073,830,300	18.66%	\$0.000229096	\$246,011	13.77%
Muskego	\$4,088,907,000	13.96%	\$0.000229096	\$936,753	9.27%
New Berlin	\$7,053,233,800	13.15%	\$0.000229096	\$1,615,870	8.49%
North Lake	\$2,275,605,700	18.97%	\$0.000229096	\$521,333	14.07%
Oconomowoc	\$3,042,509,800	12.10%	\$0.000229096	\$697,028	7.48%
Pewaukee Village*	\$1,163,936,600	3.99%	\$0.000229096	\$266,654	-0.29%
Pewaukee City*	\$4,137,683,700	10.60%	\$0.000229096	\$947,928	6.05%
Sussex	\$1,828,088,600	13.87%	\$0.000229096	\$418,808	9.18%
Waukesha	\$8,329,586,500	13.09%	\$0.000229096	\$1,908,277	8.44%

\*Joint libraries may use an alternative calculation described in Wis. Stats. 43.64 (2) (c).



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: August 31, 2022

Re: Agenda Item [8a](#), Discussion and Possible Action Regarding 2022 Trick or Treat Date and Time

---

**BACKGROUND**

Halloween falls on a Monday this year.

**ACTION REQUESTED**

The action requested of the Village Board is to consider setting the 2022 Trick or Treat date and time for Saturday, October 29<sup>th</sup> from 4PM - 7PM if it desires to be consistent with the City.

**ANALYSIS**

The City of Pewaukee has scheduled Trick or Treat for Saturday, October 29<sup>th</sup> from 4PM - 7PM in the City. In recent times, the Village and the City have had the same times for the annual Halloween Trick or Treat.





To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: August 31, 2022

Re: Agenda Item [8b](#), Possible Action on Dedication of Public Sanitary Sewer and Water Main for The Glen at Pewaukee Lake

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### **BACKGROUND**

The Glen at Pewaukee Lake has completed the installation of the sanitary sewer mains and water mains for The Glen at Pewaukee Lake subdivision. Consulting Engineer Tim Barbeau has confirmed with the RA Smith field inspector as well as Director of Public Works/Engineer Dan Naze that the required documentation of the utility installation has been provided to the Village. As part of the dedication of utility improvements, Mr. Barbeau has prepared the attached Dedication of Public Sanitary Sewer and Water Main for The Glen at Pewaukee Lake for Village Board approval.

### **ACTION REQUESTED**

The action requested of the Village Board, based upon the recommendation of the Village's Consulting Engineer, is to approve the attached Dedication of Public Sanitary Sewer and Water Main for The Glen at Pewaukee Lake.

### **ANALYSIS**

The development agreement requires a one-year warranty period for the dedicated public improvements.

Attachment

**DEDICATION OF PUBLIC SANITARY SEWER AND WATER MAIN**

**FOR**

**THE GLEN AT PEWAUKEE LAKE**

WHEREAS, THE VILLAGE OF PEWAUKEE, a municipal corporation of Waukesha County, State of Wisconsin, hereinafter called the “VILLAGE”, and CORNERSTONE DEVELOPMENT OF S. E. WI., LLC, a Wisconsin Corporation, hereafter called “DEVELOPER” have complied with the provisions of Chapter 18 of the Municipal Code of the Village, wherein, among other things, the DEVELOPER is required to construct, install, furnish, and provide, entirely at its expense, THE GLEN AT PEWAUKEE LAKE public sanitary sewer system and public water distribution system, and

WHEREAS, the DEVELOPER has completed the construction and installation of public sanitary sewer and public water main in accordance with the provisions of Chapter 18 of the Municipal Code of the Village, and the Director of Public Works has certified the systems’ acceptability;

NOW, THEREFORE, in consideration of One (\$1.00) Dollar and other good and valuable consideration, to it in hand paid, receipt of which is herein acknowledged and confessed, DEVELOPER hereby gives, grants, conveys and fully dedicates the sanitary sewer system and water distribution system to the Village of Pewaukee forever, free and clear of all encumbrances whatever, together with an including any and all land, structures, mains, conduits, pipes, equipment, plant appurtenances and hereditaments, which in any way be a part or pertain to such public facilities.

The DEVELOPER hereby warrants and will forever defend the title to the above described and bargained property against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the DEVELOPER has caused these presents to be executed by their authorized corporate officers and their corporate seals to be hereunto affixed on the day and year first above written.

**CORNERSTONE DEVELOPMENT OF S. E. WI., LLC**

By: \_\_\_\_\_  
John J. Wahlen  
Registered Agent

STATE OF WISCONSIN     )  
                                          )ss  
WAUKESHA COUNTY     )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
\_\_\_\_\_, of the above named Corporation, to me know to be the person who executed the foregoing instrument and to me know to be such President of said Corporation, and acknowledged that he executed the foregoing instrument as such officer as the deed of said Corporation, by its authority.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, WI  
My Commission Expires: \_\_\_\_\_

AFFIDAVIT

State of Wisconsin     )  
                                          )ss  
Waukesha County        )

**CORNERSTONE DEVELOPMENT OF S. E. WI., LLC**, being first duly sworn on oath,  
deposes and says: That it is the developer of THE GLEN AT PEWAUKEE LAKE in the Village of  
Pewaukee, Wisconsin, and

That all contractors, subcontractors, materialmen, and laborers have been fully paid for their  
work and materials in the installation of the improvements in the said subdivision, and that  
waivers in full have been obtained from same, and

That this affidavit is made in accordance with the provisions of Chapter 18 of the Municipal  
Code of the Village of Pewaukee, and to obtain the approval of the Director of Public Works  
for said improvements, and their acceptance by the VILLAGE.

**CORNERSTONE DEVELOPMENT OF S. E. WI., LLC**

By: \_\_\_\_\_  
John J. Wahlen  
Registered Agent

STATE OF WISCONSIN     )  
                                          )ss  
WAUKESHA COUNTY        )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
\_\_\_\_\_, of the above named Corporation, to me known to be the person  
who executed the foregoing instrument and to me know to be such President of said Corporation, and  
acknowledged that he executed the foregoing instrument as such officer as the deed of said Corporation, by  
its authority.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, WI  
My Commission Expires: \_\_\_\_\_

**CERTIFICATE OF DIRECTOR OF PUBLIC WORKS**

I, DANIEL NAZE, the duly qualified and acting Director of Public Works of the VILLAGE OF PEWAUKEE, do hereby certify:

That the construction and installation of the sanitary sewer system and water distribution system by the DEVELOPER of THE GLEN AT PEWAUKEE LAKE in the VILLAGE OF PEWAUKEE, has been completed in accordance with the approved changes, variations, alterations and modifications, and

That the said systems, facilities and improvements are in satisfactory operating conditions, and

That I further certify that the developer has submitted satisfactory written evidence that they paid all of the costs incurred in the construction and installation of said systems and improvements.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Daniel Naze, P.E.  
Director of Public Works



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: August 31, 2022

Re: Agenda Item [8c](#), Report to the Village Board regarding the Staff level approval of a Certified Survey Map combining the two adjoining lots owned by Northshore Bank FSB and Northshore Savings Bank located at 104 and 120 W. Wisconsin Avenue respectively. Together these parcels total approximately .6852 acres and they are both zoned B-2 Downtown Business District

---

### **BACKGROUND**

The attached Certified Survey Map (CSM) was presented to the Plan Commission for its information at its August 11<sup>th</sup> meeting. Attached for your review and information please find a copy of Planner Mary Censky's staff report to the Plan Commission regarding the proposed CSM.

### **ACTION REQUESTED**

No action is requested of the Village Board as this is being presented for information purposes only.

### **ANALYSIS**

As noted in Planner Censky's memo, there is Village Zoning Code language which allows for a property owner to submit a CSM for property realignments to the Village for Village staff approval. However, staff is presenting this matter to the Plan Commission and Village Board as the Village President is required to sign the CSM on behalf of the Plan Commission and the Village Board.

The Village Planner's and Village Consulting Engineer's reports are attached for background information to confirm that the proposed CSM meets Village requirements.

Attachments

## STAFF REPORT

To: Village Planning Commission

By: Mary Censky

Date Prepared: August 11, 2022

### General Information:

Agenda Item: **7.a.**

**Applicant/Property Owner:**

Northshore Bank FSB and  
Northshore Savings Bank in c/o  
Vice-President David Kane

**Requested Action:**

Certified Survey Map (CSM)  
approval

**Existing Zoning:**

B-2 Downtown Business District

**Surrounding Current Land Use:**

North: B-2 Downtown Business  
South: B-2 Downtown Business  
East: B-2 Downtown Business  
West: B-2 Downtown Business

**Existing Master Plan Classification:**

Community Commercial

**Lot Size/Project Area:**

Approximately .6852 acres

**Location:**

104 and 120 W. Wisconsin Avenue

---

### DISCUSSION:

The applicant has presented a CSM that combines two existing lots into one. The newly created lot meets/exceeds both the minimum required lot size (i.e. 7,000 sq. ft.) and the minimum required lot width (i.e. 70 feet) for the B-2 District.

Section 40.453(a) of the Code provides that "A property owner shall apply for certified survey map approval when proposing realignment of their property line (i.e., no land division created). Approval of certified survey maps for simple property realignments shall be subject only to appropriate Village of Pewaukee staff approval".

Because both the Planning Commission and Village Board representatives will have to sign off on the map, it is being presented as a report, for your information only.

### RECOMMENDATION:

The Planner raises no specific objection to this request and recommends approval as presented.

Village of Pewaukee Plan Commission  
Engineer's Report for August 11, 2022

**North Shore Bank CSM**  
**104 W. Wisconsin Avenue**

**Report**

Currently, North Shore Bank owns two parcels at the northwest corner of Park Ave. and W. Wisconsin Ave. The existing corner parcel is rectangular and the northerly parcel is "L" shaped. The submitted CSM combines the two lots into one lot. The surveyor has included a vision triangle at the corner of W. Wisconsin Ave. and Park Ave. as required by Section 40.424 of the Village Code. I have requested that a note be placed on the CSM stating that no structure or plantings greater than two (2) feet are allowed within the triangle. All other technical items required by the State and Village have been addressed.

**Recommendation**

The CSM received 8/4/22 is acceptable and is hereby approved by staff.

Tim Barbeau, Village Consulting Engineer  
August 4, 2022



**CERTIFIED SURVEY MAP No. \_\_\_\_\_**

BEING A PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 9, TOWNSHIP 7 NORTH, RANGE 19 EAST, LOCATED IN THE VILLAGE OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN.

**PREPARED BY:**

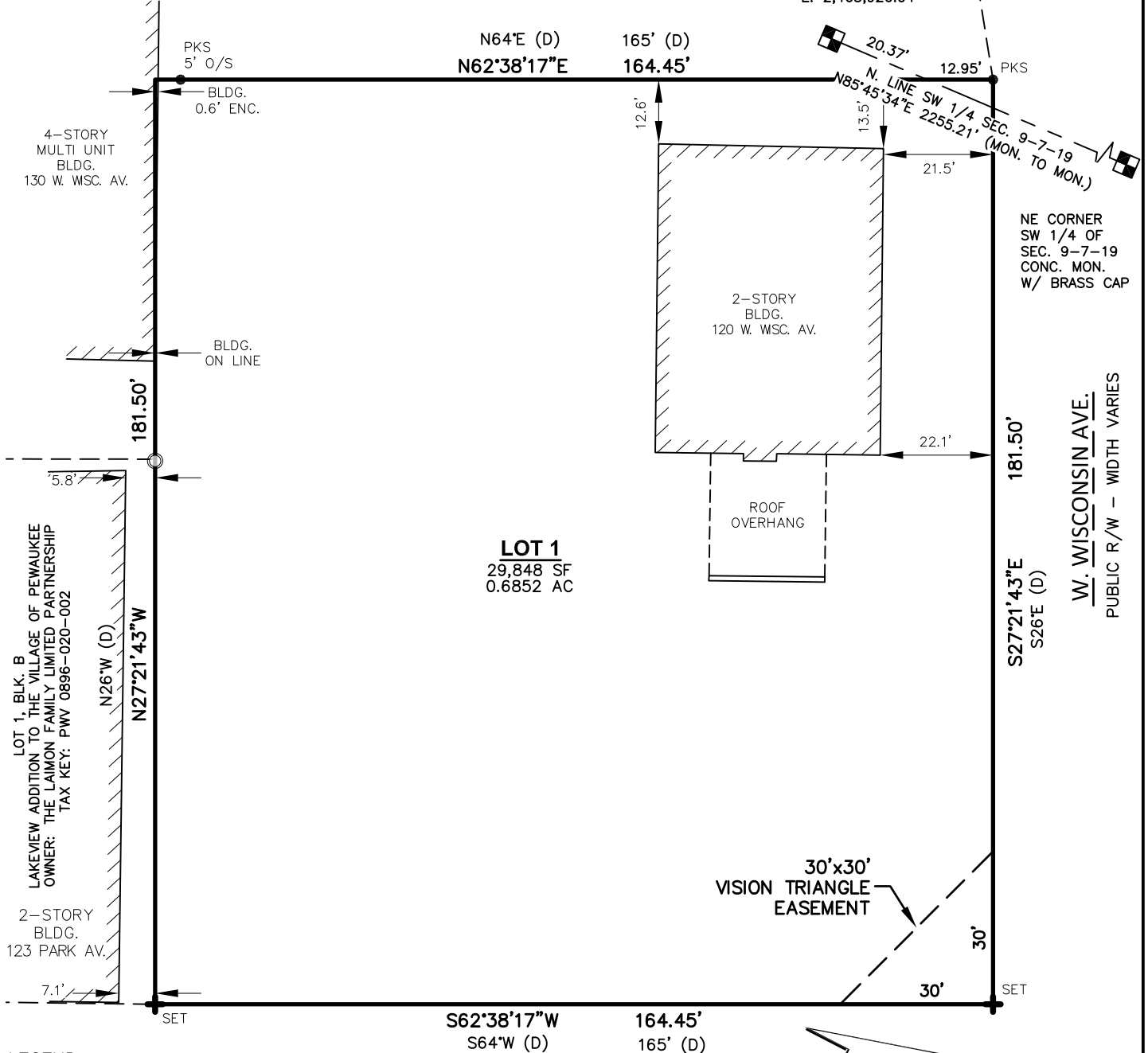
**JSD Professional Services, Inc.**  
*Engineers • Surveyors • Planners*  
 MILWAUKEE REGIONAL OFFICE  
 W238 N1610 BUSSE ROAD, SUITE 100  
 WAUKESHA, WISCONSIN 53188  
 262.513.0666 PHONE | 262.513.1232 FAX

**PREPARED FOR:**

NORTH SHORE BANK, FSB  
 15700 W BLUEMOUND RD  
 BROOKFIELD WI 53005

E WIT. COR. TO  
 NW CORNER OF  
 SW 1/4 OF  
 SEC. 9-7-19  
 CONC. MON.  
 W/ BRASS CAP  
 N: 399,501.16  
 E: 2,463,926.04 } GRID

PEWAUKEE SHORES CONDOMINIUM  
 OWNER: VARIES  
 TAX KEY: PWV 0898-957-VARIES



**LEGEND:**

- 1" IRON PIPE FOUND
- SET ● PK NAIL SET
- SET + CHISELED CROSS SET
- (D) DEED BEARINGS AND DISTANCES

**BEARING BASIS:**

ALL BEARINGS ARE REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE. THE N. LINE OF THE SW 1/4 OF SEC 9-7-19, WAS USED AS N85°45'34"E.

PROJECT CONVERSION FACTOR:  
 GRID/0.99990579 = GROUND

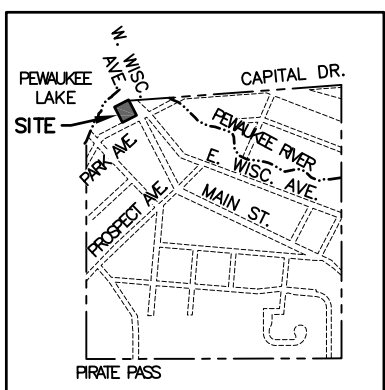
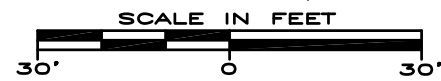
SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

ALL MEASUREMENTS HAVE BEEN MADE TO THE NEAREST ONE-HUNDREDTH OF A FOOT.

ALL ANGULAR MEASUREMENTS HAVE BEEN MADE TO THE NEAREST ONE SECOND.

DATED THIS \_\_\_\_\_ DAY OF AUGUST, 2022  
 THIS INSTRUMENT WAS DRAFTED BY RIZAL W. ISKANDARSJACH, S-2738

PARK AVE. 66' WIDE PUBLIC R/W



**VICINITY MAP**  
 SW 1/4 SEC. 9-7-19  
 SCALE: 1"=2000'

R:\2020\209490\DWG\20-9490\_CSM.dwg

**CERTIFIED SURVEY MAP No. \_\_\_\_\_**

BEING A PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 9, TOWNSHIP 7 NORTH, RANGE 19 EAST, LOCATED IN THE VILLAGE OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN.

**SURVEYOR'S CERTIFICATE:**

State of Wisconsin    )  
                                  ) SS  
Waukesha County    )

I, Rizal W. Iskandarsjach, Professional Land Surveyor, do hereby certify that I have surveyed, divided, and mapped a part of the Southwest 1/4 of the Northwest 1/4 and the Northwest 1/4 of the Southwest 1/4 of Section 9, Township 7 North, Range 19 East, located in the Village of Pewaukee, Waukesha County, Wisconsin, bounded and described as follows:

Commencing at a concrete monument with brass cap marking the East Witness Corner for the Northwest corner of the Southwest 1/4 of said Section 9; thence North 85°45'34" East along the north line of said Southwest 1/4 section, 20.37 feet; thence North 62°38'17" East, 12.95 to the westerly line of West Wisconsin Avenue and the point of beginning;

Thence South 27°21'43" East along said westerly line, 181.50 feet to the northerly line of Park Avenue; thence South 62°38'17" West along said northerly line, 164.45 feet to the southeast corner of Lot 1, Block B of Lakeview Addition to the Village of Pewaukee; thence North 27°21'43" West along the easterly line of said Lot 1 and then along the easterly line of Pewaukee Shores Condominium, 181.50 feet; thence North 62°38'17" East along the southerly of said condominium, 164.45 feet to the point of beginning.

Containing in all 29,848 square feet (0.6852 acres) of land, more or less.

All subject to easements and restrictions of record and potential future road widening and government restrictions, if any.

That I have made such survey, land division, and map by the direction of NORTH SHORE BANK, FSB, owner of said lands.

That such map is a correct representation of all 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 regulations of the Village of Pewaukee in surveying, dividing and mapping the same.

DATED THIS \_\_\_\_\_ DAY OF AUGUST, 2022

\_\_\_\_\_  
Rizal W. Iskandarsjach, P.L.S.  
Professional Land Surveyor, S-2738

**30'x30' VISION TRIANGLE EASEMENT:**

Area within the vision triangle is to be clear of any structures or vegetation over two (2) feet in height.

**CERTIFIED SURVEY MAP No. \_\_\_\_\_**

BEING A PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 9, TOWNSHIP 7 NORTH, RANGE 19 EAST, LOCATED IN THE VILLAGE OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN.

**OWNER'S CERTIFICATES**

NORTH SHORE BANK, FSB , as owner, does hereby certify that said company caused the land described in the foregoing affidavit of Rizal W. Iskandarsjach, to be surveyed, divided, and mapped as represented on this map, in accordance with the provisions of Chapter 236 of the Wisconsin Statutes and the regulations of the Village of Pewaukee in surveying, dividing and mapping the same.

NORTH SHORE BANK, FSB

\_\_\_\_\_  
(sign) \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_  
(print)  
\_\_\_\_\_  
(title)

State of Wisconsin )  
 ) SS  
\_\_\_\_\_ County )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022, the above named \_\_\_\_\_, as the \_\_\_\_\_ of the above named company and acknowledged that they executed the foregoing instrument as such officers as the deed of said company, by its authority.

\_\_\_\_\_  
(sign)  
\_\_\_\_\_  
(print)  
Notary Public, \_\_\_\_\_ County, \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

**PLAN COMMISSION APPROVAL**

APPROVED by the Plan Commission of the Village of Pewaukee, on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Jeff Knutson, Chairperson \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Cassie Smith, Village Clerk \_\_\_\_\_ Date \_\_\_\_\_

**VILLAGE BOARD CERTIFICATE OF APPROVAL**

RESOLVED that the Certified Survey Map which has been filed for approval, and is hereby approved as required by the Village Subdivision Regulations and Chapter 236 of the Wisconsin State Statues relating to Certified Survey Map.

I HEREBY certify that the foregoing is a true and correct copy of a Resolution accepted by the Village Board of the Village of Pewaukee on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Jeff Knutson, Village President \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Cassie Smith, Village Clerk \_\_\_\_\_ Date \_\_\_\_\_



# Memo

To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: September 1, 2022

Re: Transmittal of Preliminary Draft 2023 Budget 8d

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## **BACKGROUND**

The allowable levy limit increase for the 2023 General Fund Budget is 0.26% (or estimated at approximately \$10,300) which is the 2022 net new construction amount (not including debt service or TIF levy). At this time, the draft budget for 2023 includes the allowable levy limit increase. The levy limit increase does not apply to the rescinded taxes that were included in the 2022 budget.

Overall, the draft 2023 General Fund Revenues are estimated at \$6,876,236 (\$88,516 less than 2022) and the draft 2023 General Fund Expenses are estimated \$7,344,161 (\$378,052 higher than 2022) for the General Fund leaving a difference/shortfall of \$467,925.

Current estimates for 2022 year-end indicate revenues exceeding expenditures by approximately \$324,593. The projected overage is primarily related to the following: Interest earnings projected higher than budgeted; unanticipated miscellaneous revenues; unanticipated insurance recovery revenues; miscellaneous permits higher than anticipated (Right-of-Way permits and Sign Permits); projected wages for the Police Department and Department of Public Works coming in under budget due to staffing shortages during 2022.

## **ANALYSIS**

### **Equalized Value**

The 2022 equalized value for the Village is \$1,177,242,600 which represents an increase of \$48,459,800 over the 2021 equalized value of \$1,128,782,800. At this time, we do not have the final 2022 statement of assessment from the Department of Revenue.

### **Collective Bargaining Agreement**

The PPA Collective Bargaining Agreement (CBA) expires 12/31/23 and calls for a 1.25% wage adjustment on 1/1/23 and 7/1/23 for bargaining unit members. The required 2023 Wisconsin Retirement System (WRS) contribution will increase 1.48% for protective service (police) to a new rate of 20.02%. The Employer contribution will be 13.22% with the Employee share at 6.8% of payroll.

### **WRS**

General employees are required by state law to contribute 50% of the WRS contribution. The 2023 WRS contribution for general employees is 13.6% with the employer and employee contribution each at 6.8%.

### **Health Insurance**

Preliminary information from the State of Wisconsin Department of Employee Trust Funds advises that 2023 premiums will be available the week of September 12<sup>th</sup>. At this time, the rates have not been posted to their website or emailed out. The draft budget currently includes a 10% increase over the 2023 premiums.

### **A. General Category/Line Item Overview**

Attached for your review and information, please find a copy of the draft 2023 General Fund Budget. Attention should be paid to the “2023 Administrator Request” column. Overall, the draft 2023 budget contains the following assumptions at this time:

## **REVENUES**

The following accounts constitute all revenue sources available to the Village of Pewaukee General Fund including taxes, grants, interest on investments, fees, permits, and other revenue sources. The revenues section is divided into seven categories which address various revenue sources. The categories are Taxes, Intergovernmental Revenues, Licenses and Permits Revenue, Fines, Forfeitures and Penalties Revenue, Public Charge for Services, Miscellaneous Revenues, and Other Sources. Each category is broken down into several subcategories that address specific sources of revenue. Each sub-category will include a brief explanation of the account, comments on the recommended budget figure, and a detailed table outlining the anticipated revenue by line-item number.

## **TAXES**

### **Explanation**

The accounts in this section include all revenues generated from property taxes, including mobile home park permits and payment in-lieu of taxes to the Village from the Water Utility and Kirkland Crossing senior housing (agreement voluntarily entered into when this project was approved).

1. 110-00-41115-000-000 – Omitted/Rescinded Taxes – the 2022 amount was allowable to be placed on the levy as rescinded taxes related to a property assessment settlement related to Walmart in January 2022.
2. 110-00-41116-000-000 – Chargeback of Taxes – Others – this is the amount due to the Village from the School District, WCTC and Waukesha County for the Walmart assessment settlement earlier this year.
3. 110-00-41310-000-000 – The in lieu of taxes amount for the water utility is an estimate at this time and will be finalized as the budget and tax rate are established.
4. 110-00-41320-000-000 – The in lieu of taxes amount for this line item is an estimate for Kirkland Crossings and Laimon Family Lakeside Park until the tax rate is set and assessment ratio is received.

### **INTERGOVERNMENTAL REVENUES**

Explanation

Intergovernmental revenues include all grants and aids received by the Village from County, State or Federal entities or programs.

5. 110-00-43410-000-000 - State shared revenue is currently held constant as information has not yet been provided by the Dept. of Revenue (DOR) related to the 2023 shared revenue aid.
6. 110-00-43531-000-000 - General transportation aids are currently held constant at \$365,959 as the state has not provided 2023 preliminary estimates.
7. 110-00-43545-000-000 - Recycling Grant is based on an estimate of the recycling grant from Waukesha County, which acts as the Responsible Unit with the DNR for the Village. This amount is currently \$0 based upon information from Waukesha County based on the current recycling market conditions; however, the County is working on an Intergovernmental Agreement that may reinstitute the distribution of recycling proceeds to participating communities.
8. 110-00-43690-000-000 - The other state aids are the estimated exempt computer aid from the WI DOR.
9. 110-00-43690-000-100 – The Other State Aids – Mfg Pers Prop (Manufacturing Personal Property) account reflects state aids to reflect Machinery, Tools, Patterns now exempted from the personal property tax. This payment began in 2019.

### **LICENSES AND PERMITS**

Explanation

This section includes revenues received by the Village related to the sale and/or issuance of licenses or permits to businesses and residents.

10. 110-00-44300-000-000 - Building permit revenue is an estimate based on a best guess as to what the development activity is going to be for 2023. These revenues are projected to remain at 2022 levels at this time with the pending residential developments.

### **FINES, FORFEITURES AND PENALTIES**

Explanation

This section reflects revenues received from law and ordinance violations as well as parking citations issued by the Police Department and collected and/or paid through the municipal court. The amount collected in fines and forfeitures does not reflect the actual amount of the citations issued by the Police Department as citations may be reduced by the Municipal Judge through the municipal court process.

## **PUBLIC CHARGES FOR SERVICES**

### Explanation

This section includes revenues collected by the Village for miscellaneous services including ambulance billing revenue, refuse/recycling revenues, recreation and park revenues, special assessment letter, and police and fire billings.

11. 110-00-46230-000-000 - Ambulance revenue is estimated based upon estimated calls for service. This is a conservative estimate with the goal of not overstating revenue.

## **INTERGOVERNMENTAL CHARGES**

### Explanation

This section includes revenues received from WCTC and the Pewaukee School District related to security service contracts for the Police Department as well as revenues related to fire inspection and sprinkler plan reviews/inspections.

12. 110-00-47321-000-000 – WCTC Security – reflects reimbursement from WCTC for two FTE patrol officers in accordance with security services contract.
13. 110-00-47321-000-100 – Pewaukee School District (PSD) Security – reflects reimbursement from PSD for the School Resource Officer during the school year (approximately 0.73 FTE).

## **MISCELLANEOUS REVENUES**

### Explanation

This section includes various miscellaneous revenues including interest income on investments, revenues from sale of equipment, donations, and other miscellaneous sources.

14. 110-00-48110-000-000 – Interest income is estimated to increase based upon current earnings on the LGIP investments. Due to current economic conditions, projections for 2023 are up as well as forecasting 2022 interest earnings. Staff will continue to reevaluate the projected year-end earnings as well as 2023 projected earnings during the budgeting process.

## **OTHER SOURCES**

### Explanation

This section reflects possible revenue from the use of fund balance or transfers to the General Fund from other funds.

15. 110-00-49200-000-000 - The transfer from other funds amount is from the Sanitary Sewer Utility to the General Fund.

## **EXPENSES**

This section reviews expenses as they relate to general operating and capital expenses for the Village's day-to-day services including general administration, police and fire protection, garbage and recycling, municipal court, general public works, parks and recreation programs, library contribution, and building inspection services.

### **GENERAL GOVERNMENT**

#### Explanation

This section includes the budgets for the Village Board, Plan Commission, Municipal Court, Elections, legal services, general administration, assessor and auditing contracts, property, liability and workers' compensation insurance, and Village Hall/Police Department utilities and maintenance.

The General Government staffing currently consists of:

Village Administrator

Village Clerk

Village Treasurer

Deputy Clerk/Treasurer

Account Finance Clerk/Administrative Assistant 0.7 FTE

Payroll allocation for the above positions are as follows:

Village Administrator – 80% General Fund, 10% Water Utility and 10% Sanitary Sewer Utility

Village Clerk – 80% General Fund, 10% Water Utility and 10% Sanitary Sewer Utility

Village Treasurer – 30% Water Utility, 30% Sanitary Sewer Utility, 20% Storm Water Utility, and 20% Transportation Utility

1. 110-00-51120-000-000 - The Plan Commission line item reflects the current consulting engineer and planner agreements with R.A. Smith National and Mary Censky for meeting compensation estimated at \$3,840 for R.A. Smith National and \$1,404 for Mary Censky. The balance of \$6,000 in this account is allocated for possible land development code modifications or other work desired by the Plan Commission or Village Board as well as GIS mapping support for the Ruekert-Mielke hosted GIS system.
2. 110-00-51440-000-000 - The Elections account includes funds to cover the costs of two elections in 2023.
3. 110-00-51200-000-140 – The Municipal Court Expenses account includes postage, annual software maintenance, prisoner maintenance, training and seminars, and office supplies.
4. 110-00-51400-000-110 and 110-00-51400-000-140 - Administrator's budget accounts include wages, benefits, training, Wisconsin City/County Management Association (WCMA) and International City/County Management Association (ICMA) memberships, mileage reimbursement, and cell phone. The Administrator salary and benefits are allocated 80% to the General Fund and 10% each to the Water and Sanitary Sewer Utilities.
5. 110-00-51420-000-110 – 110-00-51511-000-000 – Clerk & Treasurer Accounts – Two elections are planned for in 2023. Other items within the Clerk's and Treasurer's budget maintain a level service delivery for elections, payroll, bill payment, collection of taxes by Waukesha County, record keeping, software



maintenance for accounting and permitting programs, email service, League of Wisconsin Municipalities dues, etc., performed by the Clerk's and Treasurer's Office.

6. Account 110-00-51420-000-140 Detail (Clerk's Office Expenses):

Office Supplies	2,600.00
Envelopes	900.00
Civic System software pymnt/support fee	7,065.00
Monthly IT endpoint detection support	4,800.00
Computer Purchases	2,000.00
Postage	3,000.00
Mileage Reimbursement	500.00
Professional Memberships	505.00
Professional Training	6,050.00
Website Hosting	975.00
Records Checks (Operators Licenses/new hires)	2,800.00
Cell Phones	780.00
Microsoft 365 email accounts/antivirus	5,400.00
League of Wisconsin Municipalities Dues (estimate)	3,961.00

7. 110-00-51520-000-000 – Assessor Contract – This account reflects an estimated contract amount for this service.

8. 110-00-51600-000-310 Village Hall Maintenance –

Utilities - gas & electric	38,000.00
Utilities - water/sewer/sw/transp	2,500.00
telephone	8,000.00
internet	1,020.00
security monitoring	2,500.00
floor mats	560.00

elevator inspection	120.00
misc maintenance	4,000.00
bathroom supplies	2,500.00
misc repairs/maintenance	5,000.00

9. 110-00-51980-000-000 – General Government Expenses – This account includes the Village’s bank and wire charges, check signer maintenance, flexible benefit plan charges, purchase of checks, flags, storm water fee.

flex benefit admin fees	2,300.00
bank/wire charges	600.00
radio charges	100.00
Zoom Subscription	200.00
Flags	150.00
Waukesha County Center for Growth partnership	5,052.00

## PUBLIC SAFETY

### Explanation

This section includes the police department budget and the budgets for the contracted services with the City of Pewaukee for Fire and EMS services as well as Building Inspection Services.

Police Department staffing currently consists of the following:

Chief of Police

Deputy Chief of Police

Sergeants – 3

Patrol Officers – 14

Administrative Secretary – 1

Administrative Secretary/Court Clerk – 1 (wages/benefits split 50/50 between Police and Municipal Court budgets)

The Police Department budget request includes normal operational expenditures. The Department is proposing an increase in Office Supplies/IT based on increased expenses for annual software support fees.

Account 110-00-52100-000-140 Detail (Public Safety Expenses):

SCIT dues	7,000.00
UV light replacement bulbs	500.00
Motorola Flex RMS	5,566.89
Motorola Maintenance	1,116.52
Live Scan annual maintenance	2,815.00
Traf-o-teria parking ticket booklets	681.93
Fastsigns parking permit placards and stickers	717.91
Axon taser batteries	355.00
Annual Radar calibration	498.00
Squad equipment (road flares, lock out tools, etc.)	1,575.00
unanticipated expenditures	1,173.75

Account 110-00-52100-000-320 Detail (Special Investigations):

LexusNexus	1,800.00
AT&T ICAC internet services	600.00
Legal blood draws	2,000.00
background hiring (H&P, drug test, PEP test, Psych exam etc.)	1,800.00
MOCIC	200.00
paper shredding	700.00
MIU dues	350.00
evidence processing and supplies	4,000.00

Account 110-00-52100-000-330 Detail (Police Office Supplies & IT):

ALADTEC scheduling	2,623.41
TIPSS parking and cash register	4,138.18
Rhyme copier services	3,036.00
Cloud Archiving	1,729.37
IT support (TCS, Inc.)	16,681.58
office supplies (paper, pens, pencils, envelopes, etc.)	2,500.00
Dictation Software Bi-annual support fee	1,915.20

Account 110-00-52100-000-380 Detail (Police Communication Expenses):

TDS phones	12,085.92
Charter communications (Internet)	899.88
US cellular (PD cell phones and data)	6,000.00
Department of Justice E-TIME annual	1,844.73
Waukesha County Treasurer (WCC services)	1,925.00
Waukesha County Treasurer (FLEX RMS, Intergraph, mobile connectivity modules, and associated NetMotion/Diagnostics software support	10,087.73
Unanticipated communication replacement/repairs	2,000.00

Account 110-00-52100-000-400 Detail (Police Uniform Allowance):

Ballistic vests (patrol division)	4,495.00
Officer uniform allowance per CBA (\$300 per officer)	6,000.00
Unanticipated uniform replacement costs	1,600.00

10. 110-00-52200-000-000 – Fire Administration – The preliminary budget estimate assumes a 3% increase over the 2022 contract for an estimated 2023 cost of \$1,625,238 (increase of \$47,337).
11. 110-00-52400-000-100 - The line item for Building Inspection Contract is based the existing contract with the City of Pewaukee which includes a \$1,248/month flat fee for 2023 (increase of 2% over 2022 per contract), and sharing revenue on a 65/35 basis. The combination of \$1,248/month and 65% of the estimated revenue is \$114,426. The balance of \$1,703 is for code enforcement activities and building permit software maintenance.

## **PUBLIC WORKS**

### Explanation

The Public Works Department overall provides services related to street maintenance and construction projects, water, sewer, stormwater, engineering services, as well as the contract for refuse and recycling. Day to day operations of the department are overseen by the Director of Public Works/ Engineer. The budgets related to the Water Utility, Sanitary Sewer Utility, Stormwater Utility, and Transportation Utility are outside of the General Fund Budget.

Public Works Department staffing currently consists of the following (not including seasonal):

Director of Public Works/Engineer

Public Works Operations Supervisor

Streets Leadman

Equipment Operator – 3

General Laborer

Utility Leadman (water and sewer utilities)

Utility Operators – 3 (water and sewer utilities)

Mechanic

The wages for the Public Works Department are currently allocated as follows (not including seasonal):

General Fund Public – 4.8 FTE

Water Utility – 2.5 FTE

Sanitary Sewer Utility – 2.5 FTE

Storm Water Utility – 0.7 FTE

Transportation Utility – 1.5 FTE

Cemetery – 0.2 FTE

The proposed budget includes adding one full-time employee, a Utility Supervisor position, split 50/50 between the Water Utility and Sanitary Sewer Utility. This would impact the General Fund by adding 0.2 FTE of the Public Works Supervisor salary and benefits to the General Fund. The proposed position is not reflected in the above FTE allocation by area; however, the budget impact has been factored into the proposed 2023 Public Works Budget at this time. A copy of a memo from Dan Naze, Director of Public Works/Engineer, is attached for your review with regard to the request and justification for the new Utility Supervisor position.

You will note that some the accounts that had previously had amounts in them are now zeroed out along with reductions in salary and benefit accounts. This is due to the creation of the Transportation Utility Fund and the transferring of expenses to the new Fund. The Public Works and various utilities are scheduled to be reviewed at the October 4<sup>th</sup> Village Board meeting. The various utility budgets will be provided in time for the October 4<sup>th</sup> Village Board meeting.

Account 110-00-53100-000-140 Detail (Engineer/Administration Expenses):

WCPWA/APWA/WAA Memberships	550.00
Office Supplies	375.00
Computer hardware & software	600.00
postage	175.00
Recognition	250.00
email/internet	500.00
professional seminars	1,450.00

110-00-53310-000-311 Detail (Garage Expenses):

natural gas	16,000.00
utilities	6,000.00
telephone	2,000.00
electric	15,000.00
soap/paper products/floor mats/etc	1,000.00
safety equipment - expendable	800.00
emergency food	200.00
building maintenance	4,000.00
contracted services - training	3,500.00
employee uniforms	2,400.00
employee safety shoes & glasses	1,500.00
Bldgs 1, 2 & police garage preventive maintenance & general repairs	3,000.00

Bldgs 1, 2 & police garage overhead door maintenance & repair	1,500.00
employee drug testing	900.00
mobiles phones	900.00
CDL reimb	260.00
radio operating costs	6,000.00

Account 110-00-53330-000-310 Detail (Equipment Maintenance/General Operation):

service & parts	29,500.00
gas & diesel fuel	30,000.00
misc tools & equip	3,000.00
tires	3,000.00
safety inspection of bucket truck	1,700.00
plow blades	800.00

Account 110-00-53340-000-310 Detail (Snow, Ice Control, General Ops):

seasonal fill 600 tns @ \$71.33/tn; fall delivery add'l for total purchase estimate	63,500.00
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Account 110-00-53420-000-310 Detail (Street Lighting):

electricity	56,000.00
misc repairs & maint	6,000.00
street lighting/traffic signal contracted services	5,000.00
flag & decoration repairs	500.00

**HEALTH AND HUMAN SERVICES**

Explanation

This account (110-00-54910-000-100) reflects the annual contract for animal control services with HAWS.

## CULTURE AND RECREATION

### Explanation

This section reflects the Village’s contribution to the Pewaukee Public Library, the Village’s share of the Joint Park & Recreation Department which is a joint service with the City of Pewaukee, expenses related to the Village’s urban forestry efforts, and the Village’s contribution the Waukesha County Center for Growth for economic development assistance efforts. The Pewaukee Public Library is a joint library with the City of Pewaukee with the Joint Library Board having statutory oversight over the budget and operation of the Joint Library.

12. 110-00-55110-000-320 - Attached for your review please find a copy of the proposed library budget as submitted by the Joint Library Board. The proposed budget request of \$262,744 represents an increase of \$1,564 for the Village’s contribution over the 2022 amount of \$261,180. As a reminder, the Joint Library Agreement between the City and Village outlines that the funding for the Joint Library is based upon the percentage of equalized value between the two communities. Additionally, the Village must provide funding to the library at a minimum of the three prior years’ average which the proposed 2023 budget does. The Maintenance of Effort amount for the Village is \$262,744 based on the current three-year average.
13. 110-00-55200-000-000 and 110-00-55300-000-100 – The draft Parks budget anticipates a increase of \$7,369. The draft Recreation budget anticipates an increase of \$22,953. Additional information on these budgets will be presented with the September 20<sup>th</sup> meeting material.

## CAPITAL OUTLAY

### Explanation

This section reflects small scale capital equipment and/or vehicles that are funded through the General Fund budget versus capital borrowing.

14. 110-00-57210-000-000 – Police Outlay – The following is a review of the capital outlay items requested by the Police Department and the items included in the draft budget for Village Board review. Staff is prepared to review these items with the Village Board.
  - Squad replacement (2 squads – 4-year rotation) \$113,300.00
  - Duty Rifles – 2 \$2,500.00
  - SCIT Tactical Ballistic Vest (2) \$3,000.00
  - Ballistic Shield (2) \$4,120.00
  - Squad Cameras – hand-held (2) \$1,061.00
  - Desktop Computers (4) \$7,758.00
  - Service Weapon Replacement (22 – including weapons; magazine pouches, holsters, & red dot lights) \$50,000.00
  - Squad Radar Unit (replacement) \$2,695.00
  - FLOC Camera System (6) – annual subscription fee \$15,000.00
  - Total \$199,434.00



15. 110-00-57620-000-000 - Joint Park & Recreation capital purchases – This account represents the continuation of a Joint Park & Recreation equipment replacement fund which provides for future level levy requirements for the replacement of shared equipment by each community. The contribution toward this fund is proposed to increase by \$3,931 for 2023. A copy of the proposed replacement schedule is attached.

**B. DEBT SERVICE FUND**

The total for debt service payments (principal and interest) for the debt service fund (not including water, sewer or other utilities) for 2023 is \$1,324,089. This represents a \$122,114 increase from 2022. The levy requirement for the debt is \$1,324,089.

**C. CAPITAL PROJECTS FUND**

Discussion related to the Capital Projects Fund will be reviewed at the October 4<sup>th</sup> Village Board meeting.

**D. DISCUSSION ITEMS**

Discussion items related to the draft budget include options related to the financing of two replacement squad cars as well as other items included in the Police Department capital outlay request and options for funding some or most of the items requested within the Department’s capital outlay request (i.e. possible use of ARPA funds).

**E. REVIEW OF FUND BALANCE**

As noted by the 2021 audit, the Village had an unassigned fund balance of \$2,823,735. Based on current projections, the General Fund is projecting a year-end surplus of approximately \$346,000.

Additionally, the Village had an assigned fund balance of \$1,036,831 for infrastructure/capital equipment use as of 12/31/21. Of this amount, \$119,718 has been allocated for the purchase of Public Works equipment leaving a projected balance of \$917,113 for 12/31/22.

**ACTION REQUESTED**

The action requested of the Village Board is to review the preliminary draft 2023 General Fund budget and to provide specific feedback on the Library Budget request and the Police Department budget request. The budgets for the capital projects fund, storm water utility, sewer utility, water utility, transportation utility, and cemetery fund will be presented at a later budget workshop.

The following is the planned budget review schedule:

September 20<sup>th</sup> – General Administration and Park & Rec

October 4<sup>th</sup> – DPW, Water, Sewer, Storm Water, and Transportation Utilities

October 18<sup>th</sup> – continued discussion

November 1<sup>st</sup> – continued discussion

November 15 (tentative) – Village Board public hearing/action on proposed 2023 budget.

Attachments

C: Clerk, Police Chief, Treasurer, Park & Recreation Director, Library Director, Director of Public Works/Engineer

**VILLAGE OF PEWAUKEE  
GENERAL FUND  
BUDGET SUMMARY  
PROPOSED 2023 BUDGET**

<u>Department Description</u>	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Actual</u>	<u>Current Budget Year</u>			<u>2023 Administrator Request</u>	<u>\$ Change 2023 Over 2022</u>	
				<u>2022 Adopted Budget</u>	<u>2022 Actual 8/31/22</u>	<u>2022 Projected Year-End</u>			
Taxes	\$4,215,593	\$4,246,625	\$4,264,812	\$4,471,861	\$2,867,454	\$4,480,224	\$4,332,949	(\$138,913)	
Special Assessments	\$3,850	\$3,986	\$2,500	\$2,500	\$2,000	\$2,000	\$2,000	(\$500)	
Intergovernmental	\$671,365	\$934,597	\$697,964	\$675,161	\$413,137	\$674,852	\$673,910	(\$1,251)	
Licenses & Permits	\$379,737	\$351,001	\$273,455	\$257,000	\$242,010	\$297,048	\$262,000	\$5,000	
Fines, Forfeits & Penalties	\$185,986	\$131,963	\$112,077	\$190,000	\$111,150	\$150,000	\$180,000	(\$10,000)	
Public Charges for Service	\$635,964	\$610,836	\$808,214	\$711,823	\$554,962	\$742,474	\$727,798	\$15,975	
Intergovernmental Charges for Services	\$372,859	\$407,384	\$417,096	\$428,914	\$299,521	\$428,228	\$444,067	\$15,153	
Miscellaneous Revenues	\$224,261	\$98,223	\$93,670	\$69,194	\$99,407	\$140,021	\$123,092	\$53,898	
Other Financing Revenues	\$130,421	\$130,420	\$0	\$158,299	\$0	\$158,299	\$130,420	(\$27,879)	
<b>Total Revenues</b>	<b>\$6,820,036</b>	<b>\$6,915,035</b>	<b>\$6,669,788</b>	<b>\$6,964,752</b>	<b>\$4,589,640</b>	<b>\$7,073,146</b>	<b>\$6,876,236</b>	<b>(\$88,516)</b>	<b>-1.27%</b>

<u>Department Description</u>	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Actual</u>	<u>Current Budget Year</u>			<u>2023 Administrator Request</u>	<u>\$ Change 2023 Over 2022</u>	
				<u>2022 Adopted Budget</u>	<u>2022 Actual 8/31/22</u>	<u>2022 Projected Year-End</u>			
General Government	\$788,920	\$850,260	\$905,013	\$878,329	\$628,023	\$864,483	\$879,804	\$1,475	
Police	\$2,304,807	\$2,186,347	\$2,306,676	\$2,562,594	\$1,510,030	\$2,341,617	\$2,705,868	\$143,274	
Fire/EMS	\$1,439,693	\$1,483,053	\$1,527,643	\$1,577,901	\$1,051,934	\$1,577,901	\$1,625,238	\$47,337	
Building Inspection	\$148,361	\$131,965	\$107,660	\$104,891	\$97,937	\$115,841	\$116,129	\$11,238	
Public Works	\$1,077,797	\$1,096,688	\$1,046,510	\$999,236	\$648,363	\$985,849	\$1,066,118	\$66,882	
Health & Human Services	\$4,043	\$4,043	\$4,043	\$4,043	\$4,043	\$4,043	\$4,043	\$0	
Joint Library Contibution	\$256,489	\$263,372	\$263,679	\$261,180	\$174,120	\$261,180	\$262,744	\$1,564	
Parks	\$156,703	\$189,011	\$177,693	\$191,585	\$127,724	\$191,585	\$198,954	\$7,369	
Recreation Programs	\$161,435	\$174,155	\$182,940	\$193,359	\$128,906	\$193,359	\$216,312	\$22,953	
Urban Forestry	\$44,635	\$13,892	\$25,861	\$26,312	\$18,832	\$25,000	\$18,000	(\$8,312)	
Capital Outlay	\$385,984	\$228,379	\$24,528	\$166,679	\$107,040	\$166,679	\$250,951	\$84,272	
Contingency	\$74,626	\$260,312	\$44,549	\$0	\$21,099	\$21,016	\$0	\$0	
<b>Total Expenses</b>	<b>\$6,843,493</b>	<b>\$6,881,477</b>	<b>\$6,616,796</b>	<b>\$6,966,109</b>	<b>\$4,518,051</b>	<b>\$6,748,553</b>	<b>\$7,344,161</b>	<b>\$378,052</b>	<b>5.43%</b>

<b>Net Revenues &amp; Expenditures</b>	<b>(\$23,458)</b>	<b>\$33,558</b>	<b>\$52,992</b>	<b>(\$1,357)</b>	<b>\$71,589</b>	<b>\$324,593</b>	<b>(\$467,925)</b>	<b>(\$466,568)</b>
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ACCOUNT NUMBER	ACCOUNT TITLE	2019	2020	2021	2022	08/31	2022	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023
		Actual	Actual	Actual	Adopted Budget	YTD Actual	Annual Projection	Department Request	Administrator Request	Budget Workshop #1	Budget Workshop #2	Budget Workshop #3	Budget Workshop #4	Budget Workshop #5	Village Board Approval	S Change from 2022 Budget	% Change from 2022 Budget		
<b><u>PUBLIC CHARGES FOR SERVICES:</u></b>																			
110-00-46100-000-000	SALE OF SUPPLIES, COPIES	\$99	\$181	\$72	\$40	\$125	\$150	\$50	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10	25%	
110-00-46210-000-000	MISCELLANEOUS POLICE FEES	\$2,980	\$6,367	\$12,299	\$4,000	\$7,366	\$6,000	\$6,000	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000	50%	
110-00-46210-000-101	PUBLIC CHGS FOR SERV/POLICE	\$24,059	\$0	\$8,134	\$10,000	\$1,079	\$0	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%	
110-00-46210-000-102	PUBLIC CHGS FOR SERV/FIRE	\$0	\$0	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-46230-000-000	AMBULANCE	\$219,958	\$231,434	\$359,359	\$300,000	\$204,347	\$315,000	\$300,000	\$300,000	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%	
110-00-46420-000-000	REFUSE COLLECTION	\$293,853	\$293,151	\$304,929	\$304,248	\$229,369	\$305,824	\$0	\$306,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,752	1%	
110-00-46440-000-000	WEED & NUISANCE CONTROL FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-46440-000-100	DOG CONTROL FINES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-46720-000-000	PARK RESERVATION REVENUES	\$9,178	\$2,630	\$5,630	\$6,000	\$5,473	\$5,500	\$0	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%	
110-00-46750-000-000	RECREATION REVENUES	\$81,877	\$72,103	\$109,435	\$84,535	\$102,573	\$105,000	\$0	\$94,948	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,413	12%	
110-00-46900-000-000	SPECIAL ASSESSMENT LETTERS	\$3,960	\$4,970	\$7,955	\$3,000	\$4,630	\$5,000	\$4,800	\$4,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800	60%	
	<b><u>PUBLIC CHARGES FOR SERVICES Total</u></b>	<b><u>\$635,964</u></b>	<b><u>\$610,836</u></b>	<b><u>\$808,214</u></b>	<b><u>\$711,823</u></b>	<b><u>\$554,962</u></b>	<b><u>\$742,474</u></b>	<b><u>\$320,850</u></b>	<b><u>\$727,798</u></b>	<b><u>\$300,000</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$15,975</u></b>	<b><u>2%</u></b>	
<b><u>INTERGOVERNMENTAL CHARGES FOR SERVICES:</u></b>																			
110-00-47321-000-000	LAW ENFORCE/WCTC SECURITY	\$198,568	\$212,724	\$245,916	\$252,502	\$167,756	\$252,502	\$253,800	\$263,486	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,984	4%	
110-00-47321-000-100	LAW ENFORCE/PSD SECURITY	\$91,647	\$113,124	\$96,431	\$98,412	\$54,452	\$98,412	\$201,253	\$103,281	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,869	5%	
110-00-47323-000-000	FIRE DEPT TANK INSP/SPNKL RV	\$4,689	\$4,525	\$1,200	\$3,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$3,500)	-100%	
110-00-47323-000-100	FIRE INSPECTION FEES	\$77,955	\$77,011	\$73,549	\$74,500	\$77,314	\$77,314	\$0	\$77,300	\$74,500	\$0	\$0	\$0	\$0	\$0	\$0	\$2,800	4%	
	<b><u>INTERGOVERNMENTAL CHARGES FOR SERVICES Total</u></b>	<b><u>\$372,859</u></b>	<b><u>\$407,384</u></b>	<b><u>\$417,096</u></b>	<b><u>\$428,914</u></b>	<b><u>\$299,521</u></b>	<b><u>\$428,228</u></b>	<b><u>\$455,052</u></b>	<b><u>\$444,067</u></b>	<b><u>\$74,500</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$15,153</u></b>	<b><u>4%</u></b>	
<b><u>MISCELLANEOUS:</u></b>																			
110-00-48110-000-000	INTEREST INCOME-SWP LGIP & R/E	\$100,803	\$46,536	\$9,950	\$20,000	\$41,574	\$50,000	\$0	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	150%	
110-00-48130-000-000	INTEREST-SPECIAL ASSESSMENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-48200-000-000	RENTAL, WATER TOWER SITE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-48200-000-100	FISCAL AGENT FEES/LIBRARY	\$22,188	\$22,188	\$22,188	\$21,094	\$10,547	\$21,094	\$0	\$19,992	\$19,992	\$0	\$0	\$0	\$0	\$0	\$0	(\$1,102)	-5%	
110-00-48200-000-200	WATER/SEWER RENTAL, OFFICE SPC	\$5,200	\$5,200	\$0	\$7,100	\$0	\$7,100	\$7,100	\$7,100	\$7,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%	
110-00-48301-000-000	SALE, PD EQUIPMENT & PROPERTY	\$18,250	\$0	\$0	\$16,000	\$0	\$8,000	\$41,000	\$41,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	156%	
110-00-48309-000-000	SALE OTHER EQUIP. & PROPERTY	\$2,400	\$0	\$24,445	\$0	\$2,130	\$2,130	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-48440-000-000	INSURANCE RECOVERIES	\$69,829	\$4,344	\$0	\$0	\$12,927	\$12,928	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-48450-000-000	STATE/FEDERAL RECOVERIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-48500-000-000	DONATIONS, PRIV. OR ORGANIZ.	\$1,947	\$1,106	\$705	\$0	\$200	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-48500-000-100	MISCELLANEOUS REVENUES	\$3,399	\$11,098	\$30,152	\$5,000	\$31,573	\$38,113	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%	
110-00-48500-000-200	MISC REVENUES/PD SEIZED FUNDS	\$245	\$1,788	\$6,230	\$0	\$456	\$456	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-48670-000-000	PARK & OPEN SPACE FEES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-48900-000-000	REFUND OF PRIOR YEARS EXPEND	\$0	\$5,963	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
	<b><u>MISCELLANEOUS REVENUE Total</u></b>	<b><u>\$224,261</u></b>	<b><u>\$98,223</u></b>	<b><u>\$93,670</u></b>	<b><u>\$69,194</u></b>	<b><u>\$99,407</u></b>	<b><u>\$140,021</u></b>	<b><u>\$48,100</u></b>	<b><u>\$123,092</u></b>	<b><u>\$82,092</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$53,898</u></b>	<b><u>78%</u></b>	
<b><u>OTHER FINANCING SOURCES:</u></b>																			
110-00-49100-000-000	PROCEEDS FROM LONG TERM DEBT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-49100-000-100	PROCEEDS-STATE TR FD LOAN	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-49200-000-000	TRANSFERS FROM OTHER FUNDS	\$130,421	\$130,420	\$0	\$158,299	\$0	\$158,299	\$130,420	\$130,420	\$130,420	\$0	\$0	\$0	\$0	\$0	\$0	(\$27,879)	-18%	
110-00-49280-000-000	TRANSFER FROM CEMETARY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-49300-000-000	FUND BALANCE APPLIED	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-49400-000-000	SALE OF GENERAL FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
110-00-49500-000-000	PROCEEDS OF REFUNDING BONDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
	<b><u>OTHER FINANCING SOURCES Total</u></b>	<b><u>\$130,421</u></b>	<b><u>\$130,420</u></b>	<b><u>\$0</u></b>	<b><u>\$158,299</u></b>	<b><u>\$0</u></b>	<b><u>\$158,299</u></b>	<b><u>\$130,420</u></b>	<b><u>\$130,420</u></b>	<b><u>\$130,420</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>(\$27,879)</u></b>	<b><u>-18%</u></b>	
<b>TOTAL GENERAL FUND REVENUES</b>		<b><u>\$6,820,036</u></b>	<b><u>\$6,915,035</u></b>	<b><u>\$6,669,788</u></b>	<b><u>\$6,964,752</u></b>	<b><u>\$4,589,640</u></b>	<b><u>\$7,073,146</u></b>	<b><u>\$1,947,403</u></b>	<b><u>\$6,876,236</u></b>	<b><u>\$1,489,120</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>(\$88,516)</u></b>	<b><u>-1%</u></b>	







## NET NEW CONSTRUCTION 2022

COMUN CODE	MUNICIPALITY	2021 EQUALIZED VALUE	2022 NET NEW CONSTRUCTION	PERCENT
67002	TOWN OF BROOKFIELD	1,442,189,900	10,572,400	0.73%
67004	TOWN OF DELAFIELD	1,881,829,900	24,719,100	1.31%
67006	TOWN OF EAGLE	572,304,300	8,238,900	1.44%
67008	TOWN OF GENESEE	1,221,595,800	22,837,300	1.87%
67010	TOWN OF LISBON	1,551,041,800	61,506,400	3.97%
67014	TOWN OF MERTON	1,912,743,600	20,990,400	1.10%
67016	TOWN OF MUKWONAGO	1,107,308,300	10,122,100	0.91%
67022	TOWN OF OCONOMOWOC	1,950,068,500	28,352,500	1.45%
67024	TOWN OF OTTAWA	665,652,000	4,536,500	0.68%
67106	VILLAGE OF BIG BEND	210,770,500	2,163,700	1.03%
67107	VILLAGE OF BUTLER	272,554,800	83,400	0.03%
67111	VILLAGE OF CHENEQUA	562,835,600	2,677,900	0.48%
67116	VILLAGE OF DOUSMAN	234,700,500	4,244,000	1.81%
67121	VILLAGE OF EAGLE	233,587,300	4,263,300	1.83%
67122	VILLAGE OF ELM GROVE	1,299,350,800	9,264,100	0.71%
67136	VILLAGE OF HARTLAND	1,535,906,500	57,866,600	3.77%
67146	VILLAGE OF LAC LA BELLE *	132,952,800	1,184,100	0.89%
67147	VILLAGE OF LANNON	180,513,900	35,263,900	19.54%
67151	VILLAGE OF MENOMONEE FALLS	6,150,246,600	121,709,500	1.98%
67152	VILLAGE OF MERTON	523,328,000	12,317,600	2.35%
67153	VILLAGE OF MUKWONAGO *	973,435,000	26,772,600	2.75%
67158	VILLAGE OF NASHOTAH	230,523,300	306,100	0.13%
67161	VILLAGE OF NORTH PRAIRIE	290,238,300	1,703,600	0.59%
67166	VILLAGE OF OCONOMOWOC LAKE	429,558,000	12,121,300	2.82%
67171	VILLAGE OF PEWAUKEE	1,128,782,800	2,924,200	0.26%
67172	VILLAGE OF SUMMIT	1,267,150,100	44,351,700	3.50%
67181	VILLAGE OF SUSSEX	1,661,648,200	73,283,600	4.41%
67186	VILLAGE OF VERNON	1,104,662,300	8,735,000	0.79%
67191	VILLAGE OF WALES	482,931,600	6,014,900	1.25%
67195	VILLAGE OF WAUKESHA	1,236,613,000	17,324,500	1.40%
67206	CITY OF BROOKFIELD	8,192,033,600	145,223,000	1.77%
67216	CITY OF DELAFIELD	1,760,693,400	4,496,400	0.26%
67250	CITY OF MILWAUKEE *	14,123,000	0	0.00%
67251	CITY OF MUSKEGO	3,695,735,500	31,951,500	0.86%
67261	CITY OF NEW BERLIN	6,270,870,100	84,422,000	1.35%
67265	CITY OF OCONOMOWOC	2,801,915,900	65,515,800	2.34%
67270	CITY OF PEWAUKEE	3,741,123,300	117,616,100	3.14%
67291	CITY OF WAUKESHA	7,762,818,900	83,996,900	1.08%
<b>67999</b>	<b>COUNTY OF WAUKESHA</b>	<b>66,686,337,700</b>	<b>1,169,672,900</b>	<b>1.75%</b>

\* Split districts are summed at the end of the report



WISCONSIN DEPARTMENT OF REVENUE  
2022 STATEMENT OF CHANGES IN EQUALIZED VALUES BY CLASS AND ITEM

Date: 08/10/2022

County 67 Waukesha  
Village 171 Pewaukee

REAL ESTATE	2021 RE Equalized Value	Removal of Prior Year Compensation	% Change	\$ Amount of Economic Change	% Change	\$ Amount of New Constr Change	% Change	Correction & Compensation	% Change	\$ Amount of All Other Changes	% Change	2022 RE Equalized Value	Total \$ Change in R.E. Value	% Change
<b>Residential</b>														
Land	171,241,400	0	0%	6,849,800	4%	18,600	0%	6,000	0%	233,200	0%	178,349,000	7,107,600	4%
Imp	553,250,500	0	0%	22,135,300	4%	1,944,000	0%	265,200	0%	-220,100	0%	577,374,900	24,124,400	4%
Total	724,491,900	0	0%	28,985,100	4%	1,962,600	0%	271,200	0%	13,100	0%	755,723,900	31,232,000	4%
<b>Commercial</b>														
Land	117,979,400	0	0%	4,719,200	4%	0	0%	200	0%	404,000	0%	123,102,800	5,123,400	4%
Imp	240,886,900	0	0%	9,652,000	4%	584,800	0%	826,600	0%	3,913,600	2%	255,863,900	14,977,000	6%
Total	358,866,300	0	0%	14,371,200	4%	584,800	0%	826,800	0%	4,317,600	1%	378,966,700	20,100,400	6%
<b>Manufacturing</b>														
Land	5,991,200	0	0%	154,600	3%	0	0%	0	0%	-546,300	-9%	5,599,500	-391,700	-7%
Imp	20,670,100	0	0%	515,800	2%	48,000	0%	0	0%	-3,997,000	-19%	17,236,900	-3,433,200	-17%
Total	26,661,300	0	0%	670,400	3%	48,000	0%	0	0%	-4,543,300	-17%	22,836,400	-3,824,900	-14%
<b>Agricultural</b>														
Land/Total	31,700	0	0%	1,600	5%	0	0%	0	0%	0	0%	33,300	1,600	5%
<b>Undeveloped</b>														
Land/Total	301,300	0	0%	0	0%	0	0%	200	0%	-100	0%	301,400	100	0%
<b>Ag Forest</b>														
Land/Total	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0	0%
<b>Forest</b>														
Land/Total	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0	0%
<b>Other</b>														
Land	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0	0%
Imp	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0	0%
Total	0	0	0%	0	0%	0	0%	0	0%	0	0%	0	0	0%
<b>Total Real Estate</b>														
Land	295,545,000	0	0%	11,725,200	4%	18,600	0%	6,400	0%	90,800	0%	307,386,000	11,841,000	4%
Imp	814,807,500	0	0%	32,303,100	4%	2,576,800	0%	1,091,800	0%	-303,500	0%	850,475,700	35,668,200	4%
Total	1,110,352,500	0	0%	44,028,300	4%	2,595,400	0%	1,098,200	0%	-212,700	0%	1,157,861,700	47,509,200	4%

PERSONAL PROPERTY	Non-Mfg Personal Property			Manufacturing Personal Property			Total of All Personal Property			
	2021	2022	% Change	2021	2022	% Change	2021 Total	2022 Total	Tot. \$ Chg in PP	% Change
Watercraft	350,700	331,100	-6%	0	0	0%	350,700	331,100	-19,600	-6%
Machinery Tools & Patterns	0	0	N/A	783,200	597,600	-24%	783,200	597,600	-185,600	-24%
Furniture Fixtures & Equip	10,290,900	10,571,800	3%	1,366,500	1,177,800	-14%	11,657,400	11,749,600	92,200	1%
All Other	5,362,700	5,620,600	5%	281,000	60,400	-79%	5,643,700	5,681,000	37,300	1%
Prior Year Compensation	-4,700	1,021,600		0	0		-4,700	1,021,600	1,026,300	
<b>Total Personal Property</b>	15,999,600	17,545,100	10%	2,430,700	1,835,800	-24%	18,430,300	19,380,900	950,600	5%
<b>TOTAL EQUALIZED VALUE</b>										
Real Estate & Personal Property	1,128,782,800								48,459,800	4%



TO: Scott Gosse, Village Administrator  
FROM: Nan Champe, Library Director *Nan Champe*  
SUBJECT: 2023 Pewaukee Public Library Budget and Municipal Contribution Request  
DATE: 8/18/2022

On behalf of the Pewaukee Public Library Board of Trustees, I would like to submit the 2023 Pewaukee Public Library Budget and municipal contribution request to the Village of Pewaukee as stipulated in the Intergovernmental Cooperation Agreement between the Village of Pewaukee and the City of Pewaukee Regarding a Joint Library Agreement.

The Intergovernmental Cooperation Agreement between the Village of Pewaukee and the City of Pewaukee Regarding a Joint Library Agreement stipulates that;

“The funding of the budget and the payment of all costs of the Joint Library shall be shared by each municipality based upon the percentage of each municipality’s equalized value as determined annually by Wisconsin Department of Revenue for the following year’s operating budget.”

In 2022, the Village was responsible for 23% of the Library’s total municipal budget. In 2023, an adjustment will occur in which the Village will now be responsible for 22%. For 2022, the Village of Pewaukee’s equalized value (less TID) was \$1,163,936,600 which when combined with the City of Pewaukee’s equalized value (less TID) of \$4,137,683,700 makes the Village responsible for 22% of the Library’s 2023 municipal budget.

The following documents have been submitted with this memo:

- The 2023 Pewaukee Public Library Budget which was approved by the Pewaukee Public Library Board of Directors on August 17, 2022 which includes an explanation of significant changes in expenditures and revenues from the Library Director.
- A copy of the Waukesha County Library Standards Certification notification which reports that the Pewaukee Public Library has met the Library Service Effort Ratio (LSER) Calculation. This standard is important because it is part of the evaluation process for meeting the criteria which qualifies Village of Pewaukee residents for exemption from the county library tax. It is important to note, that while Village of Pewaukee residents are eligible for the exemption based on the fact that the Library passed the LSER standard, the Library Board is committed to ensuring that the Library is able to meet all the minimum standards outlined in Table 2 since the LSER standard is not calculated until after the end of the year.

- A copy of the memo from the Bridges Library System which provides the calculations on the Minimum Appropriations which Exempt from the County Library Tax. As a joint library, you use an alternative maintenance of effort minimum (MOE-min) calculation which is the average of the previous 3 years.

On behalf of the Pewaukee Public Library Board of Directors, I would like to request the municipal contribution of \$262,744 from the Village of Pewaukee for the 2023 Pewaukee Public Library Budget. This request represents 22% of the total municipal contribution request of \$246,665 plus an additional request of \$16,079.00 which enables the Village to meet the maintenance of effort minimum and qualify the residents of the Village of Pewaukee for exemption from the County Library Tax. In comparison to 2022, this contribution represents an increase of \$1,564 or .6% for the Village of Pewaukee.

Thank you and please let me know if you have any further questions.





**Pewaukee Public Library  
2023 Budget  
Administrative Recommendations  
August 17, 2022**

Browse. Borrow. *Bloom.*

210 Main Street • Pewaukee, WI 53072 • 262.691.5670 • Fax: 262.691.5673

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## 2023 Pewaukee Public Library Budget

(approved by the Library Board 8/17/2022)

<i>EXPENDITURES</i>	<i>Budget 2021</i>	<i>Actual 2021</i>	<i>Actual -2021</i>	<i>Current Actual 2022</i>	<i>Budget 2022</i>	<i>Budget 2023</i>	<i>Actual +/-</i>	<i>% Change</i>
<b>110 Library Salaries</b>	<b>615,488</b>	<b>607,645</b>	<b>-7,843</b>	<b>346,039</b>	<b>616,882</b>	<b>636,565</b>	<b>19,683</b>	<b>3.19%</b>
<b>130 Benefits</b>	<b>210,373</b>	<b>198,013</b>	<b>-12,360</b>	<b>114,531</b>	<b>200,228</b>	<b>216,001</b>	<b>15,773</b>	<b>7.88%</b>
Social Security (6.2%)	38,160	33,867	-4,293		38,247	39,467	1,220	3.19%
Medicare (1.45%)	8,925	7,921	-1,004		8,945	9,230	285	3.19%
Retirement (WRS 6.8%)	32,980	33,026	46		32,837	35,977	3,140	9.56%
Dental	3,086	3,186	100		3,148	3,537	389	12.36%
Disability	3,564	3,164	-400		3,635	3,293	-342	-9.41%
Health	122,388	115,620	-6,768		112,121	123,360	11,239	10.02%
Life Insurance	1,270	1,138	-132		1,295	1,137	-158	-12.20%
<b>140 Subscriptions</b>	<b>8,900</b>	<b>5,849</b>	<b>-3,051</b>	<b>6,433</b>	<b>8,000</b>	<b>7,000</b>	<b>-1,000</b>	<b>-12.50%</b>
<b>141 Print Materials</b>	<b>78,000</b>	<b>80,168</b>	<b>2,168</b>	<b>39,457</b>	<b>73,000</b>	<b>73,000</b>	<b>0</b>	<b>0.00%</b>
<b>142 Non-Print Materials</b>	<b>31,000</b>	<b>23,316</b>	<b>-7,684</b>	<b>9,994</b>	<b>24,000</b>	<b>24,000</b>	<b>0</b>	<b>0.00%</b>
<b>143 Technology</b>	<b>51,322</b>	<b>55,308</b>	<b>3,986</b>	<b>40,400</b>	<b>51,933</b>	<b>50,040</b>	<b>-1,893</b>	<b>-3.65%</b>
CAFÉ - ILS System	21,260	21,260	0		22,318	23,300	982	4.40%
Computer Equipment/Installation	9,000	15,072	6,072		9,000	9,000	0	0.00%
Databases	1,310	0	-1,310		0	0	0	#DIV/0!
Gale Courses	2,892	0	-2,892		0	0	0	#DIV/0!
IT Services - Taylor Computing	1,750	4,388	2,638		5,800	5,800	0	0.00%
Biblioteca Maintenance Contracts/Software Licenses	7,550	7,245	-305		7,255	3,640	-3,615	-49.83%
Software Licenses	6,000	4,479	-1,521		6,000	5,000	-1,000	-16.67%
Envisionware Maintenance Contracts/Software Licenses	0	1,304	1,304		0	2,100	2,100	#DIV/0!
T-1 Line: Wisnet	1,200	1,200	0		1,200	1,200	0	0.00%
WIFI - Ethostream	360	360	0		360	0	-360	-100.00%
<b>144 Mileage, Supplies, Other Expenditures</b>	<b>25,300</b>	<b>22,757</b>	<b>-2,543</b>	<b>14,280</b>	<b>23,800</b>	<b>21,550</b>	<b>-2,250</b>	<b>-9.45%</b>
Copier Services: James Imaging Contract	8,900	9,547	647		9,400	10,050	650	6.91%
Marketing	1,000	1,074	74		1,000	1,000	0	0.00%
Mileage	500	0	-500		500	500	0	0.00%
Postage	900	694	-206		900	0	-900	-100.00%
Office Supplies	14,000	7,194	-6,806		5,000	5,000	0	0.00%
RFID Tags	0	1,776	1,776		2,000	2,000	0	0.00%
Processing Supplies	0	2,472	2,472		5,000	3,000	-2,000	-40.00%
<b>146 Staff Development</b>	<b>3,000</b>	<b>3,072</b>	<b>72</b>	<b>1,654</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.00%</b>
Continuing Education	2,000	2,200	200	0	2,000	2,000	0	0.00%
WI Library Association Memberships	1,000	872	-128	0	1,000	1,000	0	0.00%



<b>EXPENDITURES</b>	<b>Budget 2021</b>	<b>Actual 2021</b>	<b>Actual "+/- 2021"</b>	<b>Current Actual 2022</b>	<b>Budget 2022</b>	<b>Budget 2023</b>	<b>Actual +/-</b>	<b>% Change</b>
<b>150 Professional Services</b>	<b>47,240</b>	<b>48,970</b>	<b>1,730</b>	<b>0</b>	<b>48,231</b>	<b>45,952</b>	<b>-2,279</b>	<b>-4.73%</b>
Auditing Services	5,800	5,650	-150		6,000	6,150	150	2.50%
Fiscal Agent Services	21,440	22,188	748		21,094	19,992	-1,102	-5.23%
Insurance: Liability	8,000	7,382	-618		7,382	6,660	-722	-9.78%
Insurance: Property	11,000	12,522	1,522		12,525	12,150	-375	-2.99%
Insurance: Worker's Comp	1,000	1,228	228		1,230	1,000	-230	-18.70%
<b>310 Building Maintenance</b>	<b>93,452</b>	<b>92,209</b>	<b>-1,243</b>	<b>57,102</b>	<b>91,000</b>	<b>89,652</b>	<b>-1,348</b>	<b>-1.48%</b>
Carpet/Window Cleaning	3,400	2,870	-530		3,400	3,400	0	0.00%
Cleaning Services	30,864	30,967	103		31,480	32,110	630	2.00%
Cleaning/Building Supplies	4,000	3,789	-211		4,000	4,000	0	0.00%
Elevator Inspections/Permits	1,350	1,368	18		1,350	1,400	50	3.70%
Fire: Inspections & Permits & Maintenance	1500	1,859	359		1500	1,900	400	26.67%
Fire Monitoring	1100	1,176	76		1100	1,200	100	9.09%
General: Maintenance & Repair	14,000	17,523	3,523		12,000	12,000	0	0.00%
HVAC Maintenance	8,000	8,618	618		8,000	9,000	1,000	12.50%
Lawn Care	15,000	14,871	-129		15,170	15,473	303	2.00%
Snow Plowing	14,238	9,169	-5,069		13,000	9,169	-3,831	-29.47%
<b>311 Utilities</b>	<b>53,500</b>	<b>54,253</b>	<b>753</b>	<b>29,134</b>	<b>54,613</b>	<b>55,645</b>	<b>1,032</b>	<b>1.89%</b>
Gas & Electric	46,000	45,387	-613		45,000	45,387	387	0.86%
Telephone	5,500	6,145	645		5,500	6,145	645	11.73%
Utility - Water, Sewer Stormwater, Fire Prot. Publ Fire Prot	2,000	1,664	-336		2,000	2,000	0	0.00%
Utility - Transportation	0	1,057	1,057		2,113	2,113	0	0.00%
<b>312 Digital Materials</b>	<b>13,925</b>	<b>16,476</b>	<b>2,551</b>	<b>17,041</b>	<b>21,815</b>	<b>23,000</b>	<b>1,185</b>	<b>5.43%</b>
Advantage (E-Materials)	3,675	5,971	2,296		7,000	9,000	2,000	28.57%
Flipster (E-Magazines)	1,886	1,886	0		1,194	982	-212	-17.76%
Overdrive(E-Materials)	3,539	3,539	0		4,283	3,946	-337	-7.87%
Hoopla (E-Materials)	4,825	877	-3,948		5,000	4,460	-540	-10.80%
Databases	0	1,311	1,311		1,345	1,412	67	4.98%
Gale Courses	0	2,892	2,892		2,993	3,200	207	6.92%
<b>313 Programs</b>	<b>6,000</b>	<b>4,729</b>	<b>-1,271</b>	<b>6,000</b>	<b>5,250</b>	<b>5,250</b>	<b>0</b>	<b>0.00%</b>
Programming - Adult	2,000	1,618	-382		2,000	2,000	0	0.00%
Programming - Children's & Young Adult	3,000	2,722	-278		3,000	3,000	0	0.00%
Programming - General Supplies	1,000	389	-611		250	250	0	0.00%
<b>400 Legal</b>	<b>2,000</b>	<b>3,771</b>	<b>1,771</b>	<b>1,733</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>	<b>0.00%</b>
							0	#DIV/0!
<b>500 Grants/Donations</b>	<b>5,000</b>	<b>10,483</b>	<b>5,483</b>	<b>16,374</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>
							0	#DIV/0!
<b>TOTAL EXPENDITURES</b>	<b>1,244,500</b>	<b>1,227,021</b>	<b>-17,479</b>	<b>700,171</b>	<b>1,223,752</b>	<b>1,252,655</b>	<b>28,903</b>	<b>2.36%</b>



<i>REVENUES</i>	<i>Budget 2021</i>	<i>Actual 2021</i>	<i>Actual -2021</i>	<i>Current Actual 2022</i>	<i>Budget 2022</i>	<i>Budget 2023</i>	<i>Actual +/-</i>	<i>% Change</i>
43790 County Lib Aids	107,012	107,279	267	53,629	105,012	112,141	7,129	6.79%
Waukesha County	104,557	104,557	0		102,070	108,996	6,926	6.79%
Lakeshores Library System	49	49	0		695	384	-311	-44.75%
Jefferson Co.	1,284	1,284	0		1,375	1,739	364	26.47%
Dodge Co.	731	731	0		317	511	194	61.22%
Washington Co.	391	391	0		555	511	-44	-7.95%
46710 Library Fines	20,000	10,136	-9,864	4,715	16,000	10,136	-5,864	-36.65%
48110 Interest Income	2,500	167	-2,333	250	2,500	167	-2,333	-93.32%
48500-000 Donations	5,000	7,255	2,255	24,569	0	0	0	#DIV/0!
48500-100 Misc. Revenues	7,500	5,907	-1,593	4,245	6,000	5,907	-93	-1.55%
48500-200 Grants	3825	0	-3,825	4,563	2,563	3,101	538	20.99%
<b>SUB TOTAL</b>	<b>145,837</b>	<b>130,744</b>	<b>-15,093</b>	<b>91,973</b>	<b>132,075</b>	<b>131,452</b>	<b>-623</b>	<b>-0.47%</b>
49000 City Contribution 78%	834,984	834,875	-109	560,394	840,591	874,538	33,947	4.04%
49001 Village Contribution 22%	263,679	263,679	0	152,355	251,086	246,665	-4,421	-1.76%
<b>Total Municipal Contribution 100%</b>	<b>1,098,663</b>	<b>1,098,554</b>	<b>-109</b>	<b>712,749</b>	<b>1,091,677</b>	<b>1,121,203</b>	<b>29,526</b>	<b>2.70%</b>
49001 Village MOE-min contribution	0	0	0	0	10,094	16,079	5,985	59.29%
49001 Total Village Contribution	263,679	263,679	0	0	261,180	262,744	1,564	0.60%
<b>TOTAL REVENUES</b>	<b>1,244,500</b>	<b>1,229,298</b>	<b>-15,202</b>	<b>804,722</b>	<b>1,262,749</b>	<b>1,268,734</b>	<b>5,985</b>	<b>0.47%</b>

Fund Balance as of 12/31/2021: \$239,484

	<i>Mill-min</i>	<i>MOE-min</i>
City	947,928	836,493
Village	266,524	262,744
<b>Total</b>	<b>1,214,452</b>	<b>1,099,237</b>



## Description of Significant Changes: Expenditures

### 110 Library Salaries. (Increase of \$19,683 or 3.19%)

- No position changes. This budget includes staffing of FTE = 13.0375. In order to meet the Waukesha County's minimum to exempt standard, the Library needs to maintain at least a FTE of 12.85.
- This increase includes a cost of living adjustment for all employees of 3% (\$7,867)
- This increase includes an adjustment for Circulation's Clerk to a minimum salary of \$15.00/hr (\$2,376)
- This increase includes merit increases for eligible staff from 1-2% (\$9,440)

### 130 Benefits. (Increase of \$15,773 or 7.88%)

- **Social Security/Medicare.** Percentage increase is in conjunction with the overall salary increase. (+ \$1,220 and \$285)
- **Retirement.** WRS contribution rate for 2023 for employer contribution will increase by .3% to 6.8%. (+3,140).
- **Dental.** This budget projects a 10% increase in dental premiums based 2022 dental costs of \$3,215 (+389).
- **Disability** No information provided on 2023 rates. Budget includes actual cost for 2022 (-342).
- **Health Insurance.** This budget projects a 10% increase in health insurance premiums based 2022 premiums of \$112,140. Actual rates will be released in fall and the budget will be adjusted according to established rates. Further adjustments may occur with open enrollment. (+\$11,239)

### 140 Subscriptions/141 Print Materials/142 Non-Print Materials / 312 Digital Materials.

- In order to meet the Minimum Expenditures per Capita established in the Waukesha County Library Services Plan 2022-2026, the Library must spend at total of \$127,000.00. This proposed budget meets that minimum standard when combining the total budgets for the expenditure lines listed above.

### 143 Technology. (Decrease of \$1,893 or 3.65%)

- **CAFÉ -ILS System.** There will be a 4.4% increase in the cost of software licenses obtained through the Bridges Library System for the Library's shared ILS system. (+ \$982)
- **Biblioteca Maintenance.** The Library purchased 2 new self-check machines in 2022 so we have discontinued the maintenance agreements for our old machines (-\$3,615)
- **Software Licenses.** Envisionware licenses have been moved out of this line. (-\$1,000)
- **Envisionware Maintenance.** Envisionware licenses are accounted for in a new line and have increased with the addition of the 2 new self-check machines. (+\$2,100)
- **WIFI -Ethostream.** The WIFI system was upgraded and Ethostream is no longer a vendor (-\$360).

### 144 Mileage, Supplies, Other Expenditures. (Decrease of \$2,250 or 9.45%)

- **Copier Services.** The contract with James Imaging includes the clause "At the end of the first 12 months after commencement of this Agreement, and once each successive 12-month period, thereafter, we may increase the Payment and the Excess Charge by a maximum of 15% of the existing Payment or Excess Charge." For 2022, James Imaging increased this charge by 15% so this budget projects the same increase for 2023. (+\$650)
- **Postage.** We are mailing less and less. We have returned our Pitney Bowes machine and now simply use stamps. Our nominal postage costs will come out of the office supply line. (-\$900)
- **Processing Supplies.** This line has been adjusted downward to align more closely with the actual costs that occurred in 2021. (-\$2,000)



**150 Professional Services.** (Decrease of \$2,279 or 4.73%)

- **Auditing Services.** This line has been adjusted upwards to account for the regular annual increase of 2.5%. (+150)
- **Fiscal Agent Services.** I have included a copy of the request from the Village Administrator which forecasts the fiscal agent free for 2023 and a copy of the request from 2022. (-1,102)
- **Insurance: Liability.** This budget projects a 2% increase based on the actual cost for 2022 of \$6,529. (-722)
- **Insurance: Property.** This budget projects a 10% increase based on the 2022 actual cost of \$11,046. (-375)
- **Insurance: Worker's Compensation.** This budget projects a slight decrease based the 2022 actual cost of \$903. (-230)

**310 Building Maintenance.** (Decrease of \$1,348 or 1.48%)

- **Cleaning Services.** This contract will incur a 2% increase in 2023. (+\$630).
- **Elevator Inspections, Fire Inspections, Fire Monitoring, HVAC Maintenance.** Adjustments to these service lines have been made to these lines to more accurately reflect the 2022 cost of services. (+1,550)
- **Lawn Care.** This contract will incur a 2% increase in 2023. (+303)
- **Snow Plowing.** This line varies significantly from year to year. This line reflects the actual costs of services incurred in 2021. (-3,831)

**311 Utilities.** (Increase of 1,032 or 1.89%)

- **Gas & Electric.** This line reflects the 2021 actual service costs of \$45,387. (+387)
- **Telephone.** This line reflects the 2021 actual service costs of \$6,145. (+645)

## **Description of Significant Changes: Revenue**

**43790 County Library Aids** (Increase of \$7,129 or 6.79%)

- **Waukesha County.** True Non-Resident (TNR) Libraries are now being charged for circulation of electronic materials. This update accounts for most of the increase in the Waukesha County Aid. (+7,129).

**46710 Library Fines.**

Fine collection continues to trend downward. DVDs have a high overdue fine of \$1.00 per day. Our DVD circulation declined dramatically with COVID. We are currently circulating about 20,000 less DVDs on an annual basis. As well, digital checkouts remain strong and stable and those items do not incur overdue fines. This budget projects fine collection based on the 2021 actual revenue. (-5,864)

**48110 Interest Income.**

This budget projects interest income based on the 2021 actual revenue. (-2,333)

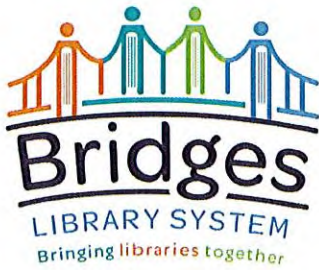
**48500-100 Misc. Revenue.**

This budget projects misc. revenue based on the 2021 actual revenue. (-93)

**48500-00 Grants.**

The Library is slated to receive a grant of \$3,101 from the Bridges Library System to help fund the cost of Hoopla. (+538)





741 N. Grand Ave., #210  
Waukesha, WI 53186

P 262.896.8080  
W [bridgeslibrarysystem.org](http://bridgeslibrarysystem.org)

To: Pewaukee Public Library Board of Trustees  
From: Karol Kennedy, Bridges Library System Director  
Re: Waukesha County Library Standards Certification  
Date: July 7, 2022

Wisconsin Statute 43.64(2) allows Waukesha County municipalities that tax their residents for libraries the opportunity to exempt their residents from the county library levy if two criteria are met:

- 1) The municipal tax rate for library services is equal to or greater than the rate of the county library tax, and
- 2) The library meets or exceeds the Waukesha County adopted library standards.

Exemption from the county library tax, therefore, includes two distinct actions. The municipality action required is a certification of its library tax rate. That process begins when I send out a communication to the municipality after the state releases its official Equalized Assessed Values in mid-August.

The library action requires the library board to review the information in this letter and certify the library's compliance with the various standards by completing the form beginning on page 2 of this document and returning it to the Bridges office by August 31, 2022.

The Waukesha County Board approved the updated county library standards in April of this year. All 16 library boards in the county have since endorsed these standards. More information is available here: <https://bridgeslibrarysystem.org/waukesha-county-planning-committee-2016-act-150/>. There are numeric *Minimums to Exempt* as well as *Quality Assurance Items* in the standards. This letter includes your library's specific standards-related requirements.

Please complete the documentation on pages 3-4 and then complete the *Library Board Certification of Eligibility for Exemption from County Library Tax* on page 5. Please **scan and send all pages (with signatures on page 5) to me via email by August 31**. This form constitutes your library's certification for compliance with the library standards portion required for exemption from the Waukesha County library tax levy.

Thank you for providing outstanding library services to the citizens of Waukesha County!



**Step 1. Review your Library’s Library Service Effort Ratio (LSER) Calculation**

There is a provision in the Waukesha County Plan that allows a library to qualify for the exemption without meeting the *Minimums to Exempt*. If a library can demonstrate its ability to provide for most of the needs of its own resident by reaching its targeted Library Service Effort Ratio (LSER), it is allowed to exempt from the county library tax without meeting the numeric *Minimums to Exempt*.

The LSER is calculated as follows:

- Lending by your library to your own residents: 183,085
- PLUS lending to other library community’s residents: 46,868
- DIVIDED by total circulation by your residents at all county libraries: 245,848

Your library’s LSER is shown in Table 1 below.

**Table 1.**

Pewaukee’s Library Services Effort Ratio (LSER)		Eligible for Exemption Based on LSER?
Target	Actual	Pass?
90%	93.53%	Yes

If your LSER ratio is higher than your listed target rate, you will see a “Yes” in Table 1 above and may skip to step 3 on this form. Please note, even if there is a “Yes” listed above, you are encouraged to complete step 2 for the purposes of assessment. However, if your LSER is higher than your required target, step 2 is not required for the purposes of meeting the minimum for the standards portion of the county library tax exemption. If there is a “No” in Table 1 for your library, you must complete step 2. All libraries must complete step 3.

**Step 2: Compare your Library’s previous year’s data to your Library’s *Minimums to Exempt***

Please review the data below gathered from your library’s 2021 state annual report and indicate whether your library will meet its minimum requirements in 2022.

Please circle “Yes” or “No” in the last column in Table 2. **(Completing this table is required if LSER = “No” in step 1.)**



**Table 2.**

Library	Pewaukee		2020 Municipal Population	22,658
<b>Category</b>	<b>Minimum to Exempt</b>	<b>Library Actuals from 2021 annual report</b>	<b>Met Minimum during 2021?</b>	<b>Will Meet Minimum in 2022? (Circle one)</b>
Materials Expenditures/Capita	\$5.44/capita	\$5.34/capita	No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Number Hours Open/Week	57	59	Yes	<input checked="" type="radio"/> Yes <input type="radio"/> No
Budgeted Staff in FTE	12.85	13.24	Yes	<input checked="" type="radio"/> Yes <input type="radio"/> No
Collection Size	98,000	96,827	No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Public Computers/Internet Access Devices	12	9	No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Wireless Internet Access	Yes	Yes	Yes	<input checked="" type="radio"/> Yes <input type="radio"/> No

**Step 3. Review and Report on Quality Assurance Standards for Pewaukee Public Library**

Review each item and circle "Yes" or "No" in Table 3 below. **(Completing this Table is required regardless of LSER ratio.)**

**Table 3.**

Quality Assurance Standards	Library Assurance for 2022 (circle one)
Library board member orientations are provided	Yes No
Library website includes key board/staff contact & meeting info	Yes No
Library board conducts director performance evaluation	Yes No
Library budgets for professional development	Yes No
Library has active strategic plan	Yes No
Library has a current circulation policy	Yes No
Library has a current collection management policy	Yes No



Policies are considered current if they have been adopted or reviewed within the last five years.

**Please attach narrative for any items for which the library circles "No" and describe steps planned to address the area(s) of non-compliance.** Note: For each item in tables 2 and 3, libraries are able to select "No" one time during the annual certification process for the five-year planning period.

If your library has circled "No" for an item in a previous year in tables 2 or 3, circling "No" a second time for that same item may result in the loss of ability for the municipality to exempt its residents from the county library tax.

**Library Board Certification of Eligibility for Exemption from County Library Tax**

I certify that the library board's responses related to the *Minimums to Exempt and Quality Assurance Standards* were approved by the library board and reflect the library's plan of service for 2022.

<b>Name of Library</b>	<b>Pewaukee Public Library</b>
Date Form Completed:	07/20/2022
Library Board President Name:	Dale Noll
Library Board President Signature:	
Library Director's Signature:	

This form (pages 1-5) must be completed, signed, and submitted to the Bridges Library System no later than **August 31, 2022**.





741 N. Grand Ave., #210  
Waukesha, WI 53186

P 262.896.8080  
W bridgeslibrarysystem.org

To: Waukesha County Library Directors  
From: Karol Kennedy, Bridges Library System Director  
Re: Your Minimum Municipal Appropriation to Exempt from County Library Tax  
Date: August 17, 2022

Please see the chart below for your municipality's necessary minimum library appropriation for 2023 to qualify for exemption from the county library tax. The calculation for each municipality's minimum amount is based on the county library tax rate from the previous year and the equalized assessed value for each municipality in the current year. The county library tax rate decreased from \$0.000238931 to \$0.000229096 from the previous year. However, all Waukesha County municipalities with libraries had increases in their equalized assessed value. Please contact me if you have any questions.

Library	2022 Equalized Value (less TID) in Municipalities with Libraries	% Change in Equalized Value from Prior Year	County Library Tax Rate (for 2022 levy)	2023 Minimum Municipal Library Appropriation*	% Change in Minimum Appropriation from Prior Year
Big Bend	\$230,966,500	9.97%	\$0.000229096	\$52,914	5.45%
Brookfield	\$8,760,531,200	9.97%	\$0.000229096	\$2,007,005	5.44%
Butler	\$308,207,100	13.08%	\$0.000229096	\$70,609	8.43%
Delafield	\$1,931,452,600	10.21%	\$0.000229096	\$442,489	5.68%
Eagle Village*	\$266,536,300	14.11%	\$0.000229096	\$61,062	9.41%
Eagle Town*	\$691,624,100	20.85%	\$0.000229096	\$158,449	15.87%
Elm Grove	\$1,438,417,700	13.95%	\$0.000229096	\$329,536	9.26%
Hartland	\$1,727,292,400	13.62%	\$0.000229096	\$395,716	8.94%
Menomonee Falls	\$6,534,279,000	12.10%	\$0.000229096	\$1,496,979	7.49%
Mukwonago	\$1,073,830,300	18.66%	\$0.000229096	\$246,011	13.77%
Muskego	\$4,088,907,000	13.96%	\$0.000229096	\$936,753	9.27%
New Berlin	\$7,053,233,800	13.15%	\$0.000229096	\$1,615,870	8.49%
North Lake	\$2,275,605,700	18.97%	\$0.000229096	\$521,333	14.07%
Oconomowoc	\$3,042,509,800	12.10%	\$0.000229096	\$697,028	7.48%
Pewaukee Village*	\$1,163,936,600	3.99%	\$0.000229096	\$266,654	-0.29%
Pewaukee City*	\$4,137,683,700	10.60%	\$0.000229096	\$947,928	6.05%
Sussex	\$1,828,088,600	13.87%	\$0.000229096	\$418,808	9.18%
Waukesha	\$8,329,586,500	13.09%	\$0.000229096	\$1,908,277	8.44%

\*Joint libraries may use an alternative calculation described in Wis. Stats. 43.64 (2) (c).





**PUBLIC WORKS DEPARTMENT**  
**1000 Hickory Street**  
**Pewaukee, WI 53072**

# Memo

To: Scott Gosse, Village Administrator  
Cc:  
From: Dan Naze, P.E., Director of Public Works/Village Engineer  
Date: August 15, 2022  
Re: 2023 budget and personnel request.

As per my similar 2020 budget request, and now recommended by Ruekert Mielke and our DNR water resources engineer, and requested by Trustee Hill, I am including a personnel request for a water/wastewater supervisor position.

Continued demands and increasing regulatory compliance and reporting of providing clean water and managing wastewater require increased resources. The reasons are similar to that previous request:

- Continued EPA/DNR lead and copper, and corrosion optimization efforts. Documentation of all service lateral and internal building plumbing materials by October, 2024 for all structures in the Village. Increased sampling requirements for daycares, schools, and following “triggers”.
- PFAS and PFOS regulations, education and compliance.
- Well 2 radium mitigation and compliance.
- Continued refining of water system unidirectional flushing.
- Resources to evaluate sewer televising to conduct asset management (using GIS tools), following inspections. Little of 5 years of findings have been input into system.
- Inflow and infiltration are significant; wet weather flows can exceed dry weather flows by 2:1 and even 3:1 at lift station 1. I believe even our base dry weather flow includes significant I/I, as our lift 1 volume averages are double our average daily water pumping. By commencing a rehab program of pipes and manholes the Village could eventually see savings of \$60-\$80,000 per year in electrical pumping costs and additional plant treatment costs. I have been asked to provide annual updates to FRWPCC regarding our I/I removal efforts.
- Fat, Oil, Grease compliance: A component of CMAR that requires education, inspections, and compliance efforts. This also is a continuing demand and expectation of the FRWPCC that satellites conduct ongoing effort and ensure compliance with our codes and their rules. I do not conduct FOG compliance and from our wet well cleaning know we have problems.
- Potential for mandated DNR discharge permit/FRWPCC source chloride reductions, including from water softeners.
- Reduction in Village unaccounted and unbilled water losses, this could include a leak survey annual program and proactive rehabilitation program.

- Proposal development and project management of recommended reservoir rehabilitations and lift station upgrades as listed in the CIP.

This position I propose will effectively use technology, evaluate and recommend solutions, assist with or create bid and proposal documents, and oversee various projects. My expectation is this position would still spend some time performing field operations, with the advantage that this frees up the DPW Supervisor to focus on non-utility operational demands, and leaves front line utility operators to conduct system maintenance including utility related surface repairs, and operations with a low demand on paperwork. The utility supervisor will also be the Village safety lead, updating and enforcing policies, conducting in-house training or arranging outside services training, and insuring compliance with safety standards and confined space procedures, an area where this department has been lacking since at least the 1990's. The staff addition allows the Director to better evaluate, plan, prepare requests, properly review project plans, better manage people, projects, and consultants, conduct permit compliance, and generally be proactive.

This position also opens opportunities for the Director to spend reasonable amounts of time on MS4 Compliance, which I expect will require additional effort with Upper Fox permit discussions and new permit expected sometime in the next year or so. Eventually the Fox River system dischargers will be under a TMDL mandate.

As I wrote in 2019 regarding staff and MS4 compliance;

There are components of the existing permit that the Village hasn't been compliant on. One permit provision is very concerning: Primarily, F.1.a that requires permit holders to provide for annual inspection, and require maintenance of public and private facilities to insure they meet design pollutant removal efficiency. This would undoubtedly be an issue if we were audited. Some of these facilities date to the 1990's and older, and clearly need maintenance. For such an effort, the initial surveys and inspections, determining tributary boundaries, and defining responsible parties for many of these facilities will be a significant and possibly multi-year effort consuming my time, or even with a partner consultant. (months per year.) This also begins with an extensive search for original design criteria and elevations, and requires survey equipment and training. The annual effort for inspection and pursuing compliance where needed could easily be in the order of many weeks of dedicated staff time per year in addition to other permit requirements, an impossible amount to devote. This progresses into the resulting mandating or conducting of rehabilitation/construction contracts and potentially budgeting, prioritizing or assessing the costs. Not including current developments, our records show 51 storm water facilities in the Village, with 23 used for the current 2011 pollutant removal analysis, and only 12 developments having long term maintenance agreements. Only one of those 12 have been surveyed and returned to original condition due to a new building approval to a regional facility.

One of the most recent, Shoppes at Meadow Creek, hasn't submitted their required 3-year inspection documentation per their maintenance agreement. Complete MS4 compliance is unachievable with our current staff size and skills, and will become more complex as facilities age and new developments occur.

ITEM DESCRIPTION	Dept	Est Life	Replace Year	Cost	2021	2022	2022	2022	2023	2023	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
					Assign Bal 12/31/21	Adds	Estimated Purchases/ Adjustments	Assign Bal 12/31/22	Proposed Adds	Budgeted Purchases	Budgeted Balance										
<b>TOTAL CAPITAL OUTLAYS</b>					-																
#72 GMC 2020 3500	PRSHARE	10	2030	37,000	900	1,500		2,400	3,000		5,400	4,000	4,000	4,000	4,500	4,500	5,300	5,300	4,000	4,000	
#73 GMC 2019 1/2 ton 4x4	PRSHARE	10	2029	45,000	1,000	4,000		5,000	5,000		10,000	5,000	6,000	6,000	6,000	6,000	6,000	4,700	4,700	4,700	
#74 GMC 1/2 ton 4x4	PRSHARE	10	2028	33,000	6,375	3,375		9,750	3,375		13,125	3,375	3,375	4,375	4,375	4,375	3,600	3,600	3,600	3,600	
#75 2012 4x4 Pick-Up (net of 15k trade)	PRSHARE	10	2022	40,000	25,000	-	25,000	-	4,000		4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	
#76 2013 Utility Truck/Diamond Trailer	PRSHARE	10	2023	41,500	29,700	5,950		35,650	5,850		41,500	-	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	
Diamond Trailer (break out from #76)	PRSHARE	10	2023	8,500	2,800	2,800		5,600	2,900		8,500	-	950	950	950	950	950	950	950	950	
#77 2014 1-Ton Dump	PRSHARE	10	2024	51,000	21,000	10,000		31,000	10,000		41,000	10,000	5,100	5,100	5,100	5,100	5,100	5,100	5,100	5,100	
#78 2014 Pickup Salter and Plow	PRSHARE	10	2024	48,500	20,474	9,310		29,784	9,310		39,094	9,406	4,800	4,800	4,800	4,800	4,800	4,800	4,900	4,900	
#79 2016 Utility Van	PRSHARE	10	2026	32,000	5,584	2,084		7,668	6,084		13,752	6,084	6,084	6,084	3,500	2,800	3,500	3,500	3,500	3,500	
#80 2018 One Ton Pickup	PRSHARE	10	2028	50,000	4,000	6,000		10,000	5,000		15,000	7,000	7,000	7,000	7,000	7,000	5,100	5,100	5,100	5,100	
#81 2010 4x4 Pick-Up and Plow	PRSHARE	10	2030	45,000	5,000	4,500		9,500	1,000		10,500	4,500	5,000	5,000	5,000	5,000	5,000	5,000	4,500	4,500	
#82 2016 1-Ton Dump	PRSHARE	10	2026	59,500	8,500	8,500		17,000	9,000		26,000	11,166	11,166	11,166	5,100	5,100	5,800	5,800	5,800	5,800	
#83 2020 Wing Mower	PRSHARE	4	2024	65,000	14,000	14,000		28,000	18,500		46,500	18,500	18,750	18,750	18,750	18,750	20,000	20,000	20,000	20,000	
#85 2013 Utility Dump	PRSHARE	10	2023	14,000	4,200	-		4,200	9,800		14,000	-	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	
#86 2018 Wing Mower	PRSHARE	3	2021	42,000	-	14,000		14,000	14,000		28,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	
#87 2008 Tractor/Loader	PRSHARE	10	2023	45,000	29,000	8,000		37,000	8,000		45,000	-	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	
#88 2020 60" 2-Turn Mower	PRSHARE	4	2024	11,000	-	-		-	8,000		8,000	3,000	3,125	3,125	3,125	3,125	3,375	3,375	3,375	3,375	
#89 2012 Trailer	PRSHARE	10	2022	15,000	8,376	6,626		15,002	-		1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	
#91 2018 Sand pro	PRSHARE	3	2024	13,500	-	4,500		4,500	4,500		9,000	4,500	5,000	5,000	5,000	5,000	5,500	5,500	5,500	5,500	
#96 2013 Wing Mower (net of trade in)	PRSHARE	6	2026	61,000	3,750	6,750		10,500	12,550		23,050	12,550	12,550	12,850	11,000	11,000	11,000	11,000	11,000	11,000	
#99 2020 Zero Turn Mower	PRSHARE	4	2024	11,000	2,667	2,667		5,334	2,666		8,000	3,000	3,125	3,125	3,125	3,125	3,375	3,375	3,375	3,375	
#100 2016 Trailer	PRSHARE	10	2026	10,000	3,417	1,317		4,734	1,317		6,051	1,317	1,316	1,316	1,100	1,100	1,100	1,100	1,100	1,100	
#101 2014 Trailer	PRSHARE	10	2024	8,000	5,300	900		6,200	900		7,100	900	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
#102 2010 Pressure Washer	PRSHARE	8	2021	6,000	-	-		-	-		-	-	-	-	-	-	-	-	-	-	
#110 Preseeder 2017	PRSHARE	10	2027	10,500	3,000	1,250		4,250	1,250		5,500	1,250	1,250	1,250	1,250	1,100	1,100	1,100	1,100	1,100	
#114 2017 Trailer	PRSHARE	10	2027	10,000	3,126	1,146		4,272	1,146		5,418	1,146	1,146	1,145	1,145	1,100	1,100	1,100	1,100	1,100	
#130 Top Dresser (smaller)* 2015	PRSHARE	10	2025	11,000	5,600	1,350		6,950	1,350		8,300	1,350	1,350	1,200	1,200	1,200	1,200	1,200	1,200	1,200	
#133 2018 Trailer Mounted Water Tank	PRSHARE	10	2028	7,000	788	788		1,576	908		2,484	908	908	908	908	908	750	750	750	750	
#149 Aerator 687 - 2015	PRSHARE	10	2025	22,000	5,361	4,161		9,522	4,161		13,683	4,161	4,161	2,400	2,400	2,400	2,400	2,400	2,400	2,400	
#151 2017 5900 Wing Mower	PRSHARE	6	2028	75,000	39,375	28,125		67,500	-		12,500	12,500	12,500	12,500	12,500	12,500	13,000	13,000	13,000	13,000	
#154 2017 Silt Seeder	PRSHARE	10	2027	8,200	1,171	1,171		2,342	1,171		3,513	1,171	1,171	1,171	1,174	850	850	850	850	850	
#156 Toro Dingo	PRSHARE	10	2023	38,500	17,000	8,500		25,500	14,100		39,600	-	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	
Joint Park/Open Space Plan Update	PRSHARE	6	2019	5,000	2,000	1,000		3,000	1,000		4,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
<b>TOTAL CAPITAL OUTLAYS</b>					<b>979,700</b>	<b>278,464</b>	<b>164,270</b>	<b>107,502</b>	<b>335,232</b>	<b>183,988</b>	<b>148,600</b>	<b>370,620</b>	<b>164,484</b>	<b>157,577</b>	<b>156,965</b>	<b>146,752</b>	<b>146,033</b>	<b>147,650</b>	<b>146,450</b>	<b>144,650</b>	<b>144,650</b>
Village	30%	29%			(83,539)	(49,506)	(31,176)	(97,217)	(53,357)	(43,094)	(107,480)	(47,700)	(45,697)	(45,520)	(42,558)	(42,350)	(42,819)	(42,471)	(41,949)	(41,949)	
City	70%	71%			194,925	114,764	76,326	238,015	130,631	105,506	263,140	116,784	111,880	111,445	104,194	103,683	104,831	103,979	102,701	102,701	
<b>TOTAL PARK OUTLAYS</b>					<b>432,024</b>	<b>218,613</b>	<b>178,101</b>	<b>477,188</b>	<b>238,480</b>	<b>133,006</b>	<b>582,662</b>	<b>269,916</b>	<b>177,755</b>	<b>184,889</b>	<b>147,487</b>	<b>166,176</b>	<b>151,474</b>	<b>133,322</b>	<b>137,544</b>	<b>106,701</b>	

VILLAGE OF PEWAUKEE  
DEBT SERVICE FUND  
PROPOSED 2023 BUDGET

September 1, 2022

ACCOUNT NUMBER	ACCOUNT TITLE	2019	2020	2021	2022	08/31	2022	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023		
		Annual Actual	Annual Actual	Annual Actual	Adopted Budget	YTD Actual	Annual Projection	Department Request	Administrator Request	Budget Workshop #1	Budget Workshop #2	Budget Workshop #3	Budget Workshop #4	Budget Workshop #5	Village Board Approval	\$ Change from 2022	% Change from 2022				
<b>REVENUES:</b>																					
300-00-41110-000-000	GENERAL PROPERTY TAXES	\$1,074,201	\$1,074,277	\$1,205,129	\$1,201,975	\$0	\$1,201,975	\$1,323,089	\$1,324,089	\$1,324,089	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$122,114	10%
300-00-48000-000-000	PREMIUM ON DEBT ISSUANCE	\$0	\$49,646	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
300-00-48110-000-000	INTEREST INCOME	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
300-00-48110-000-100	BAB INTEREST INCOME	\$21,388	\$12,377	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
300-00-48500-000-000	DONATIONS, PRIVATE OR ORGANIZ	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
300-00-48500-000-100	MISC REVENUES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
300-00-49100-000-000	TRANSFER FROM OTHER FUNDS	\$0	\$0	\$0	\$0	\$25,185	\$25,185	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
300-00-49200-000-000	PROCEEDS OF DEBT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
300-00-49500-000-000	PROCEEDS OF REFUNDING BONDS	\$0	\$1,080,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
<b>DEBT SERVICE REVENUE Total</b>		<b>\$1,095,589</b>	<b>\$2,216,300</b>	<b>\$1,205,129</b>	<b>\$1,201,975</b>	<b>\$25,185</b>	<b>\$1,227,160</b>	<b>\$1,323,089</b>	<b>\$1,324,089</b>	<b>\$1,324,089</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$122,114</b>	<b>10%</b>
<b>EXPENSES:</b>																					
300-00-58100-000-000	DEBT PRINCIPAL	\$590,369	\$1,711,273	\$726,869	\$1,029,953	\$1,029,956	\$1,029,956	\$0	\$1,039,539	\$1,039,539	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,586	1%
300-00-58100-000-001	2013 DEBT RE-FI PRINC PAYMENTS	\$275,000	\$285,000	\$290,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
300-00-58290-000-000	DEBT INTEREST, FISCAL CHARGES	\$233,135	\$215,302	\$188,258	\$172,022	\$263,145	\$263,145	\$0	\$283,550	\$283,550	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$111,528	65%
300-00-58300-000-000	PAYMENT TO FISCAL AGENT	\$0	\$0	\$1,386	\$0	\$1,385	\$1,385	\$0	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	#DIV/0!
300-00-58310-000-000	PAYMENT TO WAUKESHA COUNTY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
300-00-58926-000-000	INTEREST ON PENSION NOTE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
300-00-58929-000-000	NOTE & BOND ISSUE EXPENSES	\$0	\$17,336	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
300-00-59000-000-000	TRANSFER TO OTHER FUINDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!
<b>DEBT SERVICE EXPENSE Total</b>		<b>\$1,098,504</b>	<b>\$2,228,910</b>	<b>\$1,206,512</b>	<b>\$1,201,975</b>	<b>\$1,294,486</b>	<b>\$1,294,486</b>	<b>\$0</b>	<b>\$1,324,089</b>	<b>\$1,324,089</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$122,114</b>	<b>10%</b>

## Village of Pewaukee Existing General Obligation Debt

Calendar Year	LEVY / WATER UTILITY						LEVY / WATER / SEWER						LEVY										
	Issue: 1 Amount: \$2,850,000 Type: G.O. Ref. Bonds, Series 2013A (AR) Dated: June 11, 2013 <b>Callable: '24-'25 Callable 3/1/23 @ Par</b>						Issue: 2 Amount: \$1,970,000 Type: G.O. Corp. Purp. Bonds, Series 2013B Dated: June 11, 2013 <b>Callable: '24-'33 Callable 3/1/23 @ Par</b>						Issue: 3 Amount: \$1,960,000 Type: Tax. G.O. Ref. Bonds, Series 2013C (AR) Dated: June 11, 2013 <b>Callable: Noncallable</b>										
	PRINCIPAL		RATE	INTEREST	TOTAL	VILLAGE LEVY		PRINCIPAL		RATE	INTEREST	TOTAL	VILLAGE LEVY		WATER UTILITY		SEWER UTILITY		PRINCIPAL		RATE	INTEREST	TOTAL
(3/1)			(3/1 & 9/1)				(3/1)			(3/1 & 9/1)								(3/1)			(3/1 & 9/1)		
2022	\$280,000	1.600%	\$19,070	\$299,070	\$280,000	\$19,070					\$53,169	\$53,169			\$14,700		\$33,581		\$4,888	\$245,000	2.250%	\$8,881	\$253,881
2023	\$285,000	1.800%	\$14,265	\$299,265	\$285,000	\$14,265					\$53,169	\$53,169			\$14,700		\$33,581		\$4,888	\$245,000	2.500%	\$3,063	\$248,063
2024	<b>\$290,000</b>	2.000%	\$8,800	\$298,800	\$290,000	\$8,800	<b>\$175,000</b>	2.250%	\$51,200	\$226,200	\$50,000	\$14,138	\$110,000	\$32,344	\$15,000	\$4,719							
2025	<b>\$295,000</b>	2.000%	\$2,950	\$297,950	\$295,000	\$2,950	<b>\$180,000</b>	2.250%	\$47,206	\$227,206	\$50,000	\$13,013	\$115,000	\$29,813	\$15,000	\$4,381							
2026							<b>\$180,000</b>	2.375%	\$43,044	\$223,044	\$50,000	\$11,856	\$115,000	\$27,153	\$15,000	\$4,034							
2027							<b>\$185,000</b>	2.375%	\$38,709	\$223,709	\$50,000	\$10,669	\$120,000	\$24,363	\$15,000	\$3,678							
2028							<b>\$195,000</b>	2.750%	\$33,831	\$228,831	\$55,000	\$9,319	\$120,000	\$21,288	\$20,000	\$3,225							
2029							<b>\$200,000</b>	2.750%	\$28,400	\$228,400	\$55,000	\$7,806	\$125,000	\$17,919	\$20,000	\$2,675							
2030							<b>\$205,000</b>	3.000%	\$22,575	\$227,575	\$55,000	\$6,225	\$130,000	\$14,250	\$20,000	\$2,100							
2031							<b>\$215,000</b>	3.000%	\$16,275	\$231,275	\$60,000	\$4,500	\$135,000	\$10,275	\$20,000	\$1,500							
2032							<b>\$215,000</b>	3.000%	\$9,825	\$224,825	\$60,000	\$2,700	\$135,000	\$6,225	\$20,000	\$900							
2033							<b>\$220,000</b>	3.000%	\$3,300	\$223,300	\$60,000	\$900	\$140,000	\$2,100	\$20,000	\$300							
2034																							
2035																							
2036																							
2037																							
2038																							
2039																							
2040																							
2041																							
	<u>\$1,150,000</u>		<u>\$45,085</u>	<u>\$1,195,085</u>	<u>\$1,150,000</u>	<u>\$45,085</u>	<u>\$1,970,000</u>		<u>\$400,703</u>	<u>\$2,370,703</u>	<u>\$545,000</u>	<u>\$110,525</u>	<u>\$1,245,000</u>	<u>\$252,891</u>	<u>\$180,000</u>	<u>\$37,288</u>	<u>\$490,000</u>		<u>\$11,944</u>	<u>\$501,944</u>			
Purpose:	Refunds 2005 Bonds Refunds 2007 Notes						Purpose: CIP Projects						Purpose: Refunds 2005 Taxable Bonds										
Paying Agent:	Associated Trust						Paying Agent: Associated Trust						Paying Agent: Associated Trust										

## Village of Pewaukee Existing General Obligation Debt

Calendar Year	LEVY / WATER / SEWER				VILLAGE LEVY				WATER UTILITY		SEWER UTILITY		LEVY				TIF 2			
	PRINCIPAL	RATE	INTEREST	TOTAL	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	RATE	INTEREST	TOTAL	PRINCIPAL	RATE	INTEREST	TOTAL
	<b>Callable: '22-'23 Callable 3/1/21 @ Par</b>												<b>Callable: Anytime</b>				<b>Callable: 1/1-8/31 every year</b>			
	<i>(3/1)</i>								<i>(3/1 &amp; 9/1)</i>				<i>(2/15)</i>				<i>(3/15)</i>			
2022	<b>\$170,000</b>	2.000%	\$5,638	\$175,638	\$50,000	\$1,625	\$105,000	\$3,525	\$15,000	\$488	<b>\$4,634</b>	0.000%	\$0	\$4,634	<b>\$9,059</b>	3.750%	\$6,107	\$15,166		
2023	<b>\$175,000</b>	2.250%	\$1,969	\$176,969	\$50,000	\$563	\$110,000	\$1,238	\$15,000	\$169					<b>\$9,399</b>	3.750%	\$5,767	\$15,166		
2024															<b>\$9,736</b>	3.750%	\$5,430	\$15,166		
2025															<b>\$10,116</b>	3.750%	\$5,050	\$15,166		
2026															<b>\$10,496</b>	3.750%	\$4,670	\$15,166		
2027															<b>\$10,889</b>	3.750%	\$4,277	\$15,166		
2028															<b>\$11,287</b>	3.750%	\$3,879	\$15,166		
2029															<b>\$11,721</b>	3.750%	\$3,445	\$15,166		
2030															<b>\$12,160</b>	3.750%	\$3,006	\$15,166		
2031															<b>\$12,616</b>	3.750%	\$2,549	\$15,166		
2032															<b>\$13,084</b>	3.750%	\$2,082	\$15,166		
2033															<b>\$13,580</b>	3.750%	\$1,586	\$15,166		
2034															<b>\$14,089</b>	3.750%	\$1,077	\$15,166		
2035															<b>\$14,618</b>	3.750%	\$548	\$15,166		
2036																				
2037																				
2038																				
2039																				
2040																				
2041																				
	<u>\$345,000</u>		<u>\$7,606</u>	<u>\$352,606</u>	<u>\$100,000</u>	<u>\$2,188</u>	<u>\$215,000</u>	<u>\$4,763</u>	<u>\$30,000</u>	<u>\$656</u>	<u>\$4,634</u>		<u>\$0</u>	<u>\$4,634</u>	<u>\$162,849</u>		<u>\$49,471</u>	<u>\$212,320</u>		

Purpose: CIP Projects

Trunked Radio System

Paying Agent: Associated Trust

## Village of Pewaukee Existing General Obligation Debt

Calendar Year	Supported by Laimon Family Lakeside Park Fund				LEVY / SEWER				LEVY							
	Issue: 7				Issue: 8				Issue: 9							
	Amount: \$528,800				Amount: \$3,790,000				Amount: \$166,477							
Type: State Trust Fund Loan				Type: G.O. Corporate Purpose Bonds (AR)				Type: State Trust Fund Loan								
Dated: October 7, 2015				Dated: April 3, 2017				Dated: February 20, 2018								
<b>Callable: 1/1-8/31 every year</b>				<b>Callable: '27-'32 Callable 3/1/26 @ Par</b>				VILLAGE LEVY		SEWER UTILITY		<b>Callable: 1/1-8/31 every year</b>				
	PRINCIPAL	RATE	INTEREST	TOTAL	PRINCIPAL	RATE	INTEREST	TOTAL	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	RATE	INTEREST	TOTAL
	(3/15)		(3/15)		(3/1)		(3/1 & 9/1)		(3/1)	(3/1)	(3/15)	(3/15)	(3/15)		(3/15)	
2022	<b>\$23,919</b>	3.750%	\$16,124	\$40,044	\$230,000	2.250%	\$76,933	\$306,933	\$220,000	\$74,115	\$10,000	\$2,818	<b>\$17,842</b>	3.500%	\$4,090	\$21,932
2023	<b>\$24,816</b>	3.750%	\$15,227	\$40,043	\$245,000	2.250%	\$71,589	\$316,589	\$235,000	\$68,996	\$10,000	\$2,593	<b>\$18,466</b>	3.500%	\$3,466	\$21,932
2024	<b>\$25,707</b>	3.750%	\$14,336	\$40,043	\$360,000	2.250%	\$64,783	\$424,783	\$350,000	\$62,415	\$10,000	\$2,368	<b>\$19,105</b>	3.500%	\$2,827	\$21,932
2025	<b>\$26,711</b>	3.750%	\$13,333	\$40,043	\$370,000	2.500%	\$56,108	\$426,108	\$360,000	\$53,978	\$10,000	\$2,130	<b>\$19,781</b>	3.500%	\$2,151	\$21,932
2026	<b>\$27,712</b>	3.750%	\$12,331	\$40,043	\$380,000	2.500%	\$46,733	\$426,733	\$370,000	\$44,853	\$10,000	\$1,880	<b>\$20,474</b>	3.500%	\$1,458	\$21,932
2027	<b>\$28,752</b>	3.750%	\$11,292	\$40,043	<b>\$385,000</b>	2.750%	\$36,689	\$421,689	\$375,000	\$35,071	\$10,000	\$1,618	<b>\$21,190</b>	3.500%	\$742	\$21,932
2028	<b>\$29,802</b>	3.750%	\$10,242	\$40,043	<b>\$395,000</b>	2.900%	\$25,668	\$420,668	\$385,000	\$24,333	\$10,000	\$1,335				
2029	<b>\$30,947</b>	3.750%	\$9,096	\$40,044	<b>\$160,000</b>	2.900%	\$17,620	\$177,620	\$150,000	\$16,575	\$10,000	\$1,045				
2030	<b>\$32,108</b>	3.750%	\$7,936	\$40,044	<b>\$165,000</b>	3.000%	\$12,825	\$177,825	\$155,000	\$12,075	\$10,000	\$750				
2031	<b>\$33,312</b>	3.750%	\$6,732	\$40,043	<b>\$170,000</b>	3.000%	\$7,800	\$177,800	\$160,000	\$7,350	\$10,000	\$450				
2032	<b>\$34,546</b>	3.750%	\$5,498	\$40,043	<b>\$175,000</b>	3.000%	\$2,625	\$177,625	\$165,000	\$2,475	\$10,000	\$150				
2033	<b>\$35,856</b>	3.750%	\$4,187	\$40,044												
2034	<b>\$37,201</b>	3.750%	\$2,842	\$40,044												
2035	<b>\$38,596</b>	3.750%	\$1,447	\$40,043												
2036																
2037																
2038																
2039																
2040																
2041																
	<u>\$429,985</u>		<u>\$130,624</u>	<u>\$560,609</u>	<u>\$3,035,000</u>		<u>\$419,370</u>	<u>\$3,454,370</u>	<u>\$2,925,000</u>	<u>\$402,235</u>	<u>\$110,000</u>	<u>\$17,135</u>	<u>\$116,859</u>		<u>\$14,733</u>	<u>\$131,592</u>

Purpose: AR of 2008 Bonds, CIP Projects and Sewer Utility

Paying Agent: Associated Trust

## Village of Pewaukee Existing General Obligation Debt

TIF 2					TIF 2				
Issue: 10					Issue: 11				
Amount: \$68,670					Amount: \$137,330				
Type: State Trust Fund Loan					Type: State Trust Fund Loan				
Dated: March 12, 2019					Dated: May 29, 2019				
<b>Callable: 1/1-8/31 every year</b>					<b>Callable: 1/1-8/31 every year</b>				
Calendar Year	PRINCIPAL (3/15)	RATE	INTEREST (3/15)	TOTAL	PRINCIPAL (3/15)	RATE	INTEREST (3/15)	TOTAL	
2022	\$2,532	4.750%	\$3,039	\$5,571	\$4,638	4.750%	\$6,052	\$10,690	
2023	\$2,652	4.750%	\$2,919	\$5,571	\$4,859	4.750%	\$5,832	\$10,690	
2024	\$2,770	4.750%	\$2,800	\$5,571	\$5,074	4.750%	\$5,616	\$10,690	
2025	\$2,910	4.750%	\$2,661	\$5,571	\$5,330	4.750%	\$5,360	\$10,690	
2026	\$3,048	4.750%	\$2,523	\$5,571	\$5,584	4.750%	\$5,107	\$10,690	
2027	\$3,193	4.750%	\$2,378	\$5,571	\$5,849	4.750%	\$4,842	\$10,690	
2028	\$3,338	4.750%	\$2,233	\$5,571	\$6,114	4.750%	\$4,576	\$10,690	
2029	\$3,503	4.750%	\$2,068	\$5,571	\$6,417	4.750%	\$4,273	\$10,690	
2030	\$3,669	4.750%	\$1,902	\$5,571	\$6,722	4.750%	\$3,969	\$10,690	
2031	\$3,843	4.750%	\$1,727	\$5,571	\$7,041	4.750%	\$3,649	\$10,690	
2032	\$4,022	4.750%	\$1,549	\$5,571	\$7,366	4.750%	\$3,324	\$10,690	
2033	\$4,217	4.750%	\$1,354	\$5,571	\$7,725	4.750%	\$2,965	\$10,690	
2034	\$4,417	4.750%	\$1,154	\$5,571	\$8,092	4.750%	\$2,598	\$10,690	
2035	\$4,627	4.750%	\$944	\$5,571	\$8,477	4.750%	\$2,214	\$10,690	
2036	\$4,845	4.750%	\$726	\$5,571	\$8,874	4.750%	\$1,816	\$10,690	
2037	\$5,077	4.750%	\$494	\$5,571	\$9,301	4.750%	\$1,389	\$10,690	
2038	\$5,318	4.750%	\$253	\$5,571	\$9,743	4.750%	\$948	\$10,690	
2039					\$10,206	4.750%	\$485	\$10,690	
2040									
2041									
	\$63,980		\$30,723	\$94,703	\$127,412		\$65,014	\$192,426	



## Village of Pewaukee Existing General Obligation Debt

LEVY / SEWER / WATER / STORMWATER													LEVY			
Issue: 12 Amount: \$6,625,000 Type: G.O. Corporate Purpose Bonds (CR) Dated: March 24, 2020 <b>Callable: '29-'40 Callable 3/1/28 @ Par</b>													Issue: 13 Amount: \$180,745 Type: State Trust Fund Loan Dated: July 23, 2021 <b>Callable: 1/1-8/31 every year</b>			
Calendar Year	VILLAGE LEVY				SEWER UTILITY		WATER UTILITY		STORMWATER UTILITY		LEVY					
	PRINCIPAL (3/1)	RATE	INTEREST (3/1 & 9/1)	TOTAL	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL (3/15)	RATE	INTEREST (3/15)	TOTAL		
2022	\$380,000	2.000%	\$119,700	\$499,700	\$195,000	\$46,050	\$85,000	\$38,150	\$80,000	\$32,100	\$20,000	\$3,400	\$17,480	3.000%	\$3,491	\$20,971
2023	\$375,000	2.000%	\$112,150	\$487,150	\$190,000	\$42,200	\$85,000	\$36,450	\$80,000	\$30,500	\$20,000	\$3,000	\$16,073	3.000%	\$4,898	\$20,971
2024	\$390,000	2.000%	\$104,500	\$494,500	\$195,000	\$38,350	\$90,000	\$34,700	\$85,000	\$28,850	\$20,000	\$2,600	\$16,543	3.000%	\$4,428	\$20,971
2025	\$400,000	2.000%	\$96,600	\$496,600	\$205,000	\$34,350	\$90,000	\$32,900	\$85,000	\$27,150	\$20,000	\$2,200	\$17,051	3.000%	\$3,919	\$20,971
2026	\$400,000	2.000%	\$88,600	\$488,600	\$205,000	\$30,250	\$90,000	\$31,100	\$85,000	\$25,450	\$20,000	\$1,800	\$17,563	3.000%	\$3,408	\$20,971
2027	\$415,000	2.000%	\$80,450	\$495,450	\$210,000	\$26,100	\$95,000	\$29,250	\$90,000	\$23,700	\$20,000	\$1,400	\$18,090	3.000%	\$2,881	\$20,971
2028	\$420,000	2.000%	\$72,100	\$492,100	\$215,000	\$21,850	\$95,000	\$27,350	\$90,000	\$21,900	\$20,000	\$1,000	\$18,626	3.000%	\$2,345	\$20,971
2029	\$425,000	2.000%	\$63,650	\$488,650	\$215,000	\$17,550	\$100,000	\$25,400	\$90,000	\$20,100	\$20,000	\$600	\$19,191	3.000%	\$1,780	\$20,971
2030	\$435,000	2.000%	\$55,050	\$490,050	\$220,000	\$13,200	\$100,000	\$23,400	\$95,000	\$18,250	\$20,000	\$200	\$19,767	3.000%	\$1,204	\$20,971
2031	\$285,000	2.000%	\$47,850	\$332,850	\$105,000	\$9,950	\$100,000	\$21,400	\$80,000	\$16,500			\$20,360	3.000%	\$611	\$20,971
2032	\$295,000	2.000%	\$42,050	\$337,050	\$110,000	\$7,800	\$105,000	\$19,350	\$80,000	\$14,900						
2033	\$295,000	2.000%	\$36,150	\$331,150	\$110,000	\$5,600	\$105,000	\$17,250	\$80,000	\$13,300						
2034	\$305,000	2.000%	\$30,150	\$335,150	\$110,000	\$3,400	\$110,000	\$15,100	\$85,000	\$11,650						
2035	\$310,000	2.000%	\$24,000	\$334,000	\$115,000	\$1,150	\$110,000	\$12,900	\$85,000	\$9,950						
2036	\$200,000	2.000%	\$18,900	\$218,900			\$115,000	\$10,650	\$85,000	\$8,250						
2037	\$205,000	2.000%	\$14,850	\$219,850			\$115,000	\$8,350	\$90,000	\$6,500						
2038	\$210,000	2.000%	\$10,700	\$220,700			\$120,000	\$6,000	\$90,000	\$4,700						
2039	\$215,000	2.000%	\$6,450	\$221,450			\$120,000	\$3,600	\$95,000	\$2,850						
2040	\$215,000	2.000%	\$2,150	\$217,150			\$120,000	\$1,200	\$95,000	\$950						
2041																
	\$6,175,000		\$1,026,050	\$7,201,050	\$2,400,000	\$297,800	\$1,950,000	\$394,500	\$1,645,000	\$317,550	\$180,000	\$16,200	\$180,745		\$28,964	\$209,709

Purpose: CR of 2010 Bonds (BABs) , CIP Projects, Sewer Utility, Water Utility, & Stormwater Utility

Purpose: Finance purchase of dump truck and accessories

Paying Agent: Associated Trust

## Village of Pewaukee Existing General Obligation Debt

LEVY / SEWER / TRANSPORTATION											TIF 3				
Issue: 14 Amount: \$8,530,000 Type: G.O. Public Works Building Bonds Dated: December 22, 2021											Issue: 15 Amount: \$1,075,000 Type: Taxable G.O. Refunding Bonds Dated: June 30, 2022				
Calendar Year	Callable: '30-'41 Callable 3/1/29 @ Par				VILLAGE LEVY		SEWER UTILITY		TRANSPORTATION UTILITY		Callable: '31-'33 Callable 3/1/30 @ Par				
	PRINCIPAL	RATE	INTEREST	TOTAL	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	RATE	INTEREST	TOTAL	
	(3/1)		(3/1 & 9/1)								(3/1)		(3/1 & 9/1)		
2022			\$141,169	\$141,169		\$90,885		\$27,805		\$22,479					
2023	\$200,000	2.000%	\$202,100	\$402,100		\$131,400		\$39,100	\$110,000	\$31,600			\$46,915	\$46,915	
2024	\$115,000	2.000%	\$198,950	\$313,950		\$131,400		\$65,000	\$65,000	\$37,350	\$50,000		\$40,118	\$40,118	
2025	\$120,000	2.000%	\$196,600	\$316,600		\$131,400		\$65,000	\$65,000	\$36,050	\$55,000		\$40,118	\$40,118	
2026	\$385,000	4.000%	\$187,700	\$572,700	\$260,000	\$126,200		\$70,000	\$70,000	\$34,000	\$55,000	\$115,000	3.750%	\$37,961	\$152,961
2027	\$410,000	4.000%	\$171,800	\$581,800	\$275,000	\$115,500		\$75,000	\$75,000	\$31,100	\$60,000	\$120,000	3.750%	\$33,555	\$153,555
2028	\$435,000	4.000%	\$154,900	\$589,900	\$290,000	\$104,200		\$80,000	\$80,000	\$28,000	\$65,000	\$125,000	3.750%	\$28,961	\$153,961
2029	\$445,000	4.000%	\$137,300	\$582,300	\$300,000	\$92,400		\$80,000	\$80,000	\$24,800	\$65,000	\$130,000	3.750%	\$24,180	\$154,180
2030	\$470,000	2.000%	\$123,700	\$593,700	\$315,000	\$83,250		\$85,000	\$85,000	\$22,350	\$70,000	\$135,000	3.600%	\$19,313	\$154,313
2031	\$480,000	2.000%	\$114,200	\$594,200	\$325,000	\$76,850		\$85,000	\$85,000	\$20,650	\$70,000	\$145,000	3.650%	\$14,236	\$159,236
2032	\$490,000	2.000%	\$104,500	\$594,500	\$330,000	\$70,300		\$90,000	\$90,000	\$18,900	\$70,000	\$150,000	3.800%	\$8,740	\$158,740
2033	\$505,000	2.000%	\$94,550	\$599,550	\$340,000	\$63,600		\$90,000	\$90,000	\$17,100	\$75,000	\$155,000	3.800%	\$2,945	\$157,945
2034	\$515,000	2.000%	\$84,350	\$599,350	\$345,000	\$56,750		\$95,000	\$95,000	\$15,250	\$75,000				
2035	\$525,000	2.000%	\$73,950	\$598,950	\$355,000	\$49,750		\$95,000	\$95,000	\$13,350	\$75,000				
2036	\$545,000	2.000%	\$63,250	\$608,250	\$365,000	\$42,550		\$100,000	\$100,000	\$11,400	\$80,000				
2037	\$550,000	2.000%	\$52,300	\$602,300	\$370,000	\$35,200		\$100,000	\$100,000	\$9,400	\$80,000				
2038	\$565,000	2.000%	\$41,150	\$606,150	\$380,000	\$27,700		\$100,000	\$100,000	\$7,400	\$85,000				
2039	\$580,000	2.000%	\$29,700	\$609,700	\$390,000	\$20,000		\$105,000	\$105,000	\$5,350	\$85,000				
2040	\$590,000	2.000%	\$18,000	\$608,000	\$400,000	\$12,100		\$105,000	\$105,000	\$3,250	\$85,000				
2041	\$605,000	2.000%	\$6,050	\$611,050	\$405,000	\$4,050		\$110,000	\$110,000	\$1,100	\$90,000				
	<u>\$8,530,000</u>		<u>\$2,196,219</u>	<u>\$10,726,219</u>	<u>\$5,445,000</u>	<u>\$1,465,485</u>		<u>\$1,705,000</u>	<u>\$403,705</u>	<u>\$1,380,000</u>	<u>\$327,029</u>	<u>\$1,075,000</u>		<u>\$297,041</u>	<u>\$1,372,041</u>

Purpose: CIP Projects, Sewer Utility, Transportation Utility

Paying Agent: Associated Trust

Purpose: TIF 3 (CR of 2021 TNAN)

Paying Agent: Associated Trust

Notes: Interest is capitalized through 9/1/2023 & \$14,922.01 is available to offset a portion of interest due on 3/1/2024

## Village of Pewaukee Existing General Obligation Debt

Calendar Year	TOTAL G.O. EXISTING DEBT			WATER UTILITY OFFSETS			STORMWATER UTILITY OFFSETS			SEWER UTILITY OFFSETS			TIF 2 OFFSETS		
	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL
2022	\$1,385,104	\$463,463	\$1,848,566	(\$185,000)	(\$69,206)	(\$254,206)	(\$20,000)	(\$3,400)	(\$23,400)	(\$110,000)	(\$74,148)	(\$184,148)	(\$16,229)	(\$15,198)	(\$31,427)
2023	\$1,601,264	\$543,328	\$2,144,592	(\$190,000)	(\$65,319)	(\$255,319)	(\$20,000)	(\$3,000)	(\$23,000)	(\$220,000)	(\$83,199)	(\$303,199)	(\$16,909)	(\$14,518)	(\$31,427)
2024	\$1,408,936	\$503,787	\$1,912,723	(\$195,000)	(\$61,194)	(\$256,194)	(\$20,000)	(\$2,600)	(\$22,600)	(\$180,000)	(\$79,136)	(\$259,136)	(\$17,580)	(\$13,846)	(\$31,427)
2025	\$1,446,899	\$472,055	\$1,918,954	(\$200,000)	(\$56,963)	(\$256,963)	(\$20,000)	(\$2,200)	(\$22,200)	(\$180,000)	(\$75,461)	(\$255,461)	(\$18,356)	(\$13,071)	(\$31,427)
2026	\$1,544,876	\$433,535	\$1,978,411	(\$200,000)	(\$52,603)	(\$252,603)	(\$20,000)	(\$1,800)	(\$21,800)	(\$185,000)	(\$71,014)	(\$256,014)	(\$19,127)	(\$12,300)	(\$31,427)
2027	\$1,602,962	\$387,614	\$1,990,576	(\$210,000)	(\$48,063)	(\$258,063)	(\$20,000)	(\$1,400)	(\$21,400)	(\$195,000)	(\$65,646)	(\$260,646)	(\$19,930)	(\$11,496)	(\$31,427)
2028	\$1,639,167	\$338,734	\$1,977,901	(\$210,000)	(\$43,188)	(\$253,188)	(\$20,000)	(\$1,000)	(\$21,000)	(\$205,000)	(\$59,910)	(\$264,910)	(\$20,739)	(\$10,688)	(\$31,427)
2029	\$1,431,779	\$291,812	\$1,723,591	(\$215,000)	(\$38,019)	(\$253,019)	(\$20,000)	(\$600)	(\$20,600)	(\$210,000)	(\$53,920)	(\$263,920)	(\$21,640)	(\$9,786)	(\$31,427)
2030	\$1,484,426	\$251,478	\$1,735,904	(\$225,000)	(\$32,500)	(\$257,500)	(\$20,000)	(\$200)	(\$20,200)	(\$215,000)	(\$48,600)	(\$263,600)	(\$22,551)	(\$8,876)	(\$31,427)
2031	\$1,372,172	\$215,630	\$1,587,802	(\$215,000)	(\$26,775)	(\$241,775)				(\$215,000)	(\$44,000)	(\$259,000)	(\$23,501)	(\$7,926)	(\$31,427)
2032	\$1,384,018	\$180,193	\$1,564,210	(\$215,000)	(\$21,125)	(\$236,125)				(\$225,000)	(\$39,300)	(\$264,300)	(\$24,472)	(\$6,955)	(\$31,427)
2033	\$1,236,379	\$147,036	\$1,383,415	(\$220,000)	(\$15,400)	(\$235,400)				(\$215,000)	(\$34,650)	(\$249,650)	(\$25,522)	(\$5,904)	(\$31,427)
2034	\$883,800	\$122,170	\$1,005,970	(\$85,000)	(\$11,650)	(\$96,650)				(\$205,000)	(\$30,350)	(\$235,350)	(\$26,599)	(\$4,828)	(\$31,427)
2035	\$901,318	\$103,103	\$1,004,420	(\$85,000)	(\$9,950)	(\$94,950)				(\$205,000)	(\$26,250)	(\$231,250)	(\$27,721)	(\$3,705)	(\$31,427)
2036	\$758,719	\$84,692	\$843,411	(\$85,000)	(\$8,250)	(\$93,250)				(\$215,000)	(\$22,050)	(\$237,050)	(\$13,719)	(\$2,542)	(\$16,261)
2037	\$769,378	\$69,033	\$838,411	(\$90,000)	(\$6,500)	(\$96,500)				(\$215,000)	(\$17,750)	(\$232,750)	(\$14,378)	(\$1,883)	(\$16,261)
2038	\$790,061	\$53,050	\$843,111	(\$90,000)	(\$4,700)	(\$94,700)				(\$220,000)	(\$13,400)	(\$233,400)	(\$15,061)	(\$1,200)	(\$16,261)
2039	\$805,206	\$36,635	\$841,840	(\$95,000)	(\$2,850)	(\$97,850)				(\$225,000)	(\$8,950)	(\$233,950)	(\$10,206)	(\$485)	(\$10,690)
2040	\$805,000	\$20,150	\$825,150	(\$95,000)	(\$950)	(\$95,950)				(\$225,000)	(\$4,450)	(\$229,450)			
2041	\$605,000	\$6,050	\$611,050							(\$110,000)	(\$1,100)	(\$111,100)			
	<u>\$23,856,463</u>	<u>\$4,723,548</u>	<u>\$28,580,011</u>	<u>(\$3,105,000)</u>	<u>(\$575,203)</u>	<u>(\$3,680,203)</u>	<u>(\$180,000)</u>	<u>(\$16,200)</u>	<u>(\$196,200)</u>	<u>(\$3,975,000)</u>	<u>(\$853,284)</u>	<u>(\$4,828,284)</u>	<u>(\$354,241)</u>	<u>(\$145,208)</u>	<u>(\$499,449)</u>

## Village of Pewaukee Existing General Obligation Debt

Calendar Year	TIF 3 OFFSETS			LAKESIDE PARK FUND OFFSETS			TRANSPORTATION UTILITY OFFSETS			LEVY SUPPORTED DEBT SERVICE		
	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL
2022				(\$23,919)	(\$16,124)	(\$40,044)		(\$22,479)	(\$22,479)	\$1,029,956	\$262,907	\$1,292,863
2023		(\$46,915)	(\$46,915)	(\$24,816)	(\$15,227)	(\$40,043)	(\$90,000)	(\$31,600)	(\$121,600)	\$1,039,539	\$283,550	\$1,323,089
2024		(\$40,118)	(\$40,118)	(\$25,707)	(\$14,336)	(\$40,043)	(\$50,000)	(\$30,200)	(\$80,200)	\$920,648	\$262,357	\$1,183,005
2025		(\$40,118)	(\$40,118)	(\$26,711)	(\$13,333)	(\$40,043)	(\$55,000)	(\$29,150)	(\$84,150)	\$946,833	\$241,760	\$1,188,593
2026	(\$115,000)	(\$37,961)	(\$152,961)	(\$27,712)	(\$12,331)	(\$40,043)	(\$55,000)	(\$27,500)	(\$82,500)	\$923,037	\$218,025	\$1,141,062
2027	(\$120,000)	(\$33,555)	(\$153,555)	(\$28,752)	(\$11,292)	(\$40,043)	(\$60,000)	(\$25,200)	(\$85,200)	\$949,280	\$190,963	\$1,140,243
2028	(\$125,000)	(\$28,961)	(\$153,961)	(\$29,802)	(\$10,242)	(\$40,043)	(\$65,000)	(\$22,700)	(\$87,700)	\$963,626	\$162,046	\$1,125,672
2029	(\$130,000)	(\$24,180)	(\$154,180)	(\$30,947)	(\$9,096)	(\$40,044)	(\$65,000)	(\$20,100)	(\$85,100)	\$739,191	\$136,111	\$875,302
2030	(\$135,000)	(\$19,313)	(\$154,313)	(\$32,108)	(\$7,936)	(\$40,044)	(\$70,000)	(\$18,100)	(\$88,100)	\$764,767	\$115,954	\$880,721
2031	(\$145,000)	(\$14,236)	(\$159,236)	(\$33,312)	(\$6,732)	(\$40,043)	(\$70,000)	(\$16,700)	(\$86,700)	\$670,360	\$99,261	\$769,621
2032	(\$150,000)	(\$8,740)	(\$158,740)	(\$34,546)	(\$5,498)	(\$40,043)	(\$70,000)	(\$15,300)	(\$85,300)	\$665,000	\$83,275	\$748,275
2033	(\$155,000)	(\$2,945)	(\$157,945)	(\$35,856)	(\$4,187)	(\$40,044)	(\$75,000)	(\$13,850)	(\$88,850)	\$510,000	\$70,100	\$580,100
2034				(\$37,201)	(\$2,842)	(\$40,044)	(\$75,000)	(\$12,350)	(\$87,350)	\$455,000	\$60,150	\$515,150
2035				(\$38,596)	(\$1,447)	(\$40,043)	(\$75,000)	(\$10,850)	(\$85,850)	\$470,000	\$50,900	\$520,900
2036							(\$80,000)	(\$9,300)	(\$89,300)	\$365,000	\$42,550	\$407,550
2037							(\$80,000)	(\$7,700)	(\$87,700)	\$370,000	\$35,200	\$405,200
2038							(\$85,000)	(\$6,050)	(\$91,050)	\$380,000	\$27,700	\$407,700
2039							(\$85,000)	(\$4,350)	(\$89,350)	\$390,000	\$20,000	\$410,000
2040							(\$85,000)	(\$2,650)	(\$87,650)	\$400,000	\$12,100	\$412,100
2041							(\$90,000)	(\$900)	(\$90,900)	\$405,000	\$4,050	\$409,050
	<u>(\$1,075,000)</u>	<u>(\$297,041)</u>	<u>(\$1,372,041)</u>	<u>(\$429,985)</u>	<u>(\$130,624)</u>	<u>(\$560,609)</u>	<u>(\$1,380,000)</u>	<u>(\$327,029)</u>	<u>(\$1,707,029)</u>	<u>\$13,357,237</u>	<u>\$2,378,959</u>	<u>\$15,736,196</u>



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: August 31, 2022

Re: Agenda Item 8e, Review and Direction on Proposed Salary Range Adjustments for Non-Represented Positions

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### **BACKGROUND**

The last review and adjustment for Village positions was in December 2019 with an effective date of January 2020. Staff surveyed the peer communities outlined in the Village's Salary Plan (copy attached) this past summer. I am now presenting for Village Board consideration the attached comparison review of the Village positions with the Village's current range and proposed range for each position listed.

### **ACTION REQUESTED**

The action requested of the Village Board is to review and provide direction on the proposed salary range adjustment. If the Village Board is comfortable with the proposed adjustment, staff will prepare a revised salary range ordinance for the Village Board to take action on at a future meeting.

### **ANALYSIS**

In general, the proposed range adjustment is 5% with the exception of a 12% range adjustment for Grade 19 which consists of the Director of Public Works/Engineer and Chief of Police. All current employees would remain within the proposed new ranges.

Attachments

**Village of Pewaukee, WI Survey - Salary Ranges 2022 draft**

ZUBU

Position	Your position title if different	Number of FTE's	Minimum Annual Base Salary	Maximum Annual Base Salary	Average Actual Annual Base Salary	FLSA Status E=Exempt N= Non-Exempt	Full-Time Hours per Year	Part-Time Hours per Year	U=Union Non=Non-Union
Village Administrator - V/Pewaukee (proposed)									
Village Administrator - V/Pewaukee (current)		1	94,543	127,633		E	2080		Non
Village Administrator - Mukwonago			90,123	121,666		E	2080		Non
Village Administrator - Sussex		1	110,590	149,500		E	2080		Non
Village Administrator - Hartland		1				E	2080	0	Non
Administrator - Tn/Mukwonago	Administrator/Clerk-Treasurer	1			88,000		2080		
Administrator - Tn/Oconomowoc	Administrator/Planner				137,841	e			
Administrator - Tn/Brookfield	Administrator/Treasurer						2080		Non
Administrator - C/Delafield (2021 data)	Administrator/DPW								
Administrator/Clerk/Treasurer - Tn/Delafield			65,000	85,000		e	2080		
	<b>AVERAGE</b>		<b>90,064</b>	<b>120,950</b>					
Account Finance Clerk/Administrative Assistant - V/Pewaukee (proposed)			41,422.00	55,920.00					
Account Finance Clerk/Administrative Assistant - V/Pewaukee (current)	(range based on FT status)	0.7	39,449.00	53,256.00		n		1508	non
Account Finance Clerk/ Mukwonago	Admin Clerk / HR Specialist	1	41,100.80	55,494.40		n	2080		non
Account Finance Clerk/ Mukwonago	Admin Clerk	1	38,230.40	51,625.60		n	2080		non
Account Finance Clerk/ Mukwonago	Admin Clerk / Building Support Specialist	1	41,100.80	55,494.40		n	2080		non
Account Finance Clerk/Administrative Assistant - Tn/Merton	Treasurer/Accountant							850	
Account Finance Clerk/Administrative Assistant - Sussex	Administrative Assistant II	0.7	42,500.00	57,500.00	20.64	n	2080	1456	non
Account Finance Clerk/Administrative Assistant - Hartland	Fiscal Clerk	1	35,422.00	47,487.00		N	2080	0	Non
Account Finance Clerk/Administrative Assistant - Tn/Brookfield	Bookkeeper/Ass't Treasurer						2080		Non
	<b>AVERAGE</b>		<b>39,633.83</b>	<b>53,476.23</b>					
Clerk - V/Pewaukee (proposed)			62,283	84,083					
Clerk - V/Pewaukee (current)		1	59,318	80,079		n	2080		
Clerk - Mukwonago	Clerk - Treasurer		64,109	86,545		E	2080		non
Clerk - Tn/Merton	Clerk/Deputy Treasurer		51,000				2080		
Clerk - Sussex	Village Clerk/Treasurer	1	65,450	88,550	70,000	E	2080		non
Clerk - Hartland		1	59,600	78,773		E	2080	0	Non
Clerk - Tn/Oconomowoc	Clerk/Treasurer	1	74,297			e	FT		non
Clerk - C/Delafield (2021 data)									
Clerk - Tn/Brookfield					51,978		2080		non
	<b>AVERAGE (based on V/Pew; Muk &amp; Hart)</b>		<b>61,009</b>	<b>81,799</b>					

Position	Your position title if different	Number of FTE's	Minimum Annual Base Salary	Maximum Annual Base Salary	Average Actual Annual Base Salary	FLSA Status E=Exempt N= Non-Exempt	Full-Time Hours per Year	Part-Time Hours per Year	U=Union Non=Non-Union
Deputy Clerk/Treasurer - V/Pewaukee (proposed)			43,046	58,112					
Deputy Clerk/Treasurer - V/Pewaukee (current)		1	40,995	55,345		n	2080		non
Deputy Clerk/Treasurer - Mukwonago			44,179.20	59,654.40		n	2080		non
Deputy Clerk/Treasurer - Tn/Merton	Deputy Clerk				51,000.00		2080		
Deputy Clerk- Sussex	Deputy Clerk	1	47,600	64,400	52,000	e	2080		non
Deputy Clerk/Treasurer - Hartland	Deputy Clerk	1	40,708	53,803		N	2080	0	Non
Deputy Clerk/Treasurer - Hartland	Deputy Treasurer	1	49,256	65,102		N	2080	0	Non
Deputy Clerk/Treasurer - Tn/Oconomowoc		1			37,107	n	2080		non
Deputy Clerk/Treasurer - C/Delafield (2021 data)									
Deputy Clerk/Treasurer - Tn/Delafield	Deputy Clerk/Treasurer	1			28,929	n		1248	non
	<b>AVERAGE (Pew &amp; Muk as Dep C/T positions)</b>		<b>42,587</b>	<b>57,500</b>					
Treasurer - V/Pewaukee (proposed)			66,020	89,128					
Treasurer - V/Pewaukee (current)		1	62,876	84,883		n	2080		
Treasurer - Sussex		1							
Treasurer - Mukwonago	Clerk-Treasurer		62,625.00	84,541		E	2080		non
Treasurer - Hartland	Finance Director/Treasurer	1	84,378	111,522		E	2080	0	Non
Treasurer - Tn/Oconomowoc	Deputy Treasurer				17,773	n		1040	non
Treasurer - Tn/Brookfield	included with Administrator								
	<b>AVERAGE</b>								
Administrative Secretary - Police - V/Pewaukee (proposed)			41,422.00	55,920.00					
Administrative Secretary - Police - V/Pewaukee (current)		1	39,449.00	53,256.00		n	2080		Non
Administrative Secretary - Police - Tn/Merton	Town Hall Assistant				15.76			520	
Administrative Secretary - Police - Hartland		3	35,422.00	48,912.00		N	2080	1040	Non
Administrative Secretary - Police - Tn/Brookfield					44,408		2080		non
Administrative Secretary - Police - C/Delafield (2021 data)	Admin Support Specialist								
	<b>AVERAGE (based on Pew &amp; Hart)</b>		<b>37,435.50</b>	<b>51,084.00</b>					
Chief of Police - V/Pewaukee (proposed)			94,240	119,273					
Chief of Police - V/Pewaukee (current)		1	84,143	113,593		e	2080		non
Chief of Police - Mukwonago			82,313	111,122		e	2080		Non
Chief of Police - Hartland		1	88,597	123,480		E	2080	0	Non
Chief of Police - Tn/Oconomowoc		1			102,502	e	2080		non
Chief of Police - Tn/Brookfield					91,645		2080		non
Chief of Police - C/Delafield (2021 data)									
	<b>AVERAGE (based on Pew; Muk &amp; Hart)</b>		<b>85,018</b>	<b>116,065</b>					

Position	Your position title if different	Number of FTE's	Minimum Annual Base Salary	Maximum Annual Base Salary	Average Actual Annual Base Salary	FLSA Status E=Exempt N= Non-Exempt	Full-Time Hours per Year	Part-Time Hours per Year	U=Union Non=Non-Union
Deputy Chief of Police - Pewaukee (proposed)			92,555	113,309					
Deputy Chief of Police - Pewaukee (current)		1	84,000	107,913		e	2080		total years w/ Dept.
Deputy Chief of Police - Hartland		1	84,378	111,522		E	2080	0	Non
Assistant Chief of Police - Mukwonago		1	82,313	111,122		e	2080		Non
	<b>AVERAGE</b>		<b>83,564</b>	<b>110,186</b>					
Police Captain - Hartland		1	79,602	105,209		E	2080	0	Non
Court Clerk/Administrative Assistant - V/Pewaukee (proposed)			39,077.00	52,755.00					
Court Clerk/Administrative Assistant - V/Pewaukee (current)		1	37,216.56	50,242.36		n	2080		non
Court Clerk - Mukwonago	Court Clerk - 1		41,100.80	55,494.40		n		520	Non
Court Clerk - Tn/Brookfield						n	2080		non
	<b>AVERAGE</b>		<b>39,158.68</b>	<b>52,868.38</b>					
Police Sergeant - V/Pewaukee (proposed)			88,200	97,650					
Police Sergeant - V/Pewaukee (current)		3	84,000	93,000		n	2080		non
Police Sergeant - Tn/Oconomowoc		1			87,172	n	2080		Union
Police Sergeant - Tn/Brookfield					79,102	n	2080		non
Director of Public Works/Engineer - V/Pewaukee (proposed)			94,240	119,273					
Director of Public Works/Engineer - V/Pewaukee (current)		1	84,143	113,593		e	2080		non
Director of Public Works - Mukwonago	Public Works Director	1	74,829	101,020		e	2080		non
Utilities Director (Water & Sewer) - Mukwonago	Utilities Director	1	74,829	101,020		e	2080		non
Director of Public Works/Engineer - Tn/Merton	Highway Superintendent				79,435.00		2080		
Director of Public Works/Engineer - Sussex		1	93,500	126,500	112,644	N	2080		non
Director of Public Works/Engineer - Hartland	DPW Director	1	88,597	123,480		E	2080	0	Non
Director of Public Works/Engineer - Tn/Brookfield	Highway Superintendent				75,962		2080		non
Highway Superintendent - Tn/Delafield	Highway Superintendent	1			79,147	N	2080		non
	<b>AVERAGE (based on Pew; Sus; &amp; Hart as Engineer req'd)</b>		<b>88,747</b>	<b>121,191</b>					



Position	Your position title if different	Number of FTE's	Minimum Annual Base Salary	Maximum Annual Base Salary	Average Actual Annual Base Salary	FLSA Status E=Exempt N= Non-Exempt	Full-Time Hours per Year	Part-Time Hours per Year	U=Union Non=Non-Union
Equipment Operator - V/Pewaukee (proposed)			49,334.00	66,601.00					
Equipment Operator - V/Pewaukee (current)		3	46,985.00	63,429.82		N	2080		Non
Equipment Operator - Mukwonago	Public Works Crewperson		32,302	46,155					
Equipment Operator - Tn/Merton	Assistant Superintendent				64,521.60		2080		
Equipment Operator - Sussex	PW Employee	4	55,250	74,750		E	2080		non
Equipment Operator - Tn/Brookfield					54,038	n	2080		non
Laborer - Hartland (functions as Equip Oper equivalent)	look @ reclass to Equip Oper	10	54,182	71,937		N	2080	0	Non
Equipment Operator - Tn/Delafield	Highway Laborer	3	49,920	62,150		n	2080		non
	<b>AVERAGE</b>		<b>47,728</b>	<b>63,684</b>					
Laborer - V/Pewaukee (proposed)			39,077.00	52,755.00					
Laborer - V/Pewaukee (current)		1	37,216.56	50,242.36		N	2080		
Laborer - Tn/Merton	Highway Workers	3			62,337.60		2080		
Laborer - Sussex		1	45,050.00	60,950.00		e	2080	728	non
Laborer - C/Delafield (2021 data)			52,124.80	66,144.00					
Laborer - Tn/Brookfield					40,310	n	2080		
	<b>AVERAGE (not inc C/Del as old data)</b>		<b>41,133</b>	<b>55,596</b>					
Leadworker - Streets - V/Pewaukee (proposed)			52,294.00	70,597.00					
Leadworker - Streets - V/Pewaukee (current)		1	49,804.00	67,236.00		N	2080		
Leadworker - Hartland	Leadman	2	62,580.00	82,712.00		N	2080		
Leadworker - Streets - Sussex	Streets Foreman	1	65,450	88,550	80,449	E	2080		non
Leadwork - Streets - Tn/Brookfield	Assistant Superintendent				61,942	n	2080		non
Leadworker - Street - C/Delafield (2021 data)	Foreman								
	<b>AVERAGE</b>		<b>59,278</b>	<b>79,499</b>					
Leadworker - Utility - V/Pewaukee (proposed)			52,294.00	70,597.00					
Leadworker - Utility - V/Pewaukee (current)		1	49,804.00	67,236.00		N	2080		Non
Leadworker - Utility - Mukwonago	Lead Utilities Operator		58,282	78,686					
Leadworker - Sussex	Utility Foreman	1	72,250	97,750	81,473	E	2080		non
	<b>AVERAGE</b>		<b>60,112</b>	<b>81,224</b>					
Mechanic - V/Pewaukee (proposed)			52,294.00	70,597.00					
Mechanic - V/Pewaukee (current)		1	46,985.00	63,429.00		N	2080		non
Mechanic - Mukwonago	Public Works Crew Mechanic		52,978	71,531		N	2080		non
Mechanic - Tn/Brookfield	Leadworker - Mechanic				57,678.00	n	2080		n
	<b>AVERAGE</b>		<b>49,981.30</b>	<b>67,480.10</b>					

Position	Your position title if different	Number of FTE's	Minimum Annual Base Salary	Maximum Annual Base Salary	Average Actual Annual Base Salary	FLSA Status E=Exempt N= Non-Exempt	Full-Time Hours per Year	Part-Time Hours per Year	U=Union Non=Non-Union
<b>Public Works Supervisor - V/Pewaukee (proposed)</b>			62,283.00	84,083.00					
<b>Public Works Supervisor - V/Pewaukee (current)</b>		1	59,317.55	80,078.69		E	2080		non
<b>Public Works Supervisor - Mukwonago</b>	Public Works Crew Supervisor		58,282	78,686		e	2080		non
<b>Public Works Supervisor - Sussex</b>	Assistant DPW/Operations	1	85,000	115,000	101,053	E	2080		non
<b>Public Works Supervisor - Hartland</b>	Operations Supervisor	1	79,602	105,209		E	2080	0	Non
<b>Public Works Supervisor - Tn/Oconomowoc</b>	Highway Supervisor	1			85,820	n	2080		non
<b>Public Works Supervisor - Tn/Brookfield</b>						n	2080		non
<b>Public Works Supervisor - Tn/Delafield</b>	Assistant Superintendent	1			62,774	n	2080		non
	<b>AVERAGE</b>		<b>70,550</b>	<b>94,744</b>					
<b>Utility Operations Supervisor - Hartland</b>		1	79,602	102,145		E	2080	0	Non
<b>Utility Operator - V/Pewaukee (proposed)</b>			49,334.00	66,601.00					
<b>Utility Operator - V/Pewaukee (current)</b>		3	46,985.00	63,429.82		n	2080		Non
<b>Utility Operator - Mukwonago</b>	Utilities Operator	5	52,978	71,531		N	2080		non
<b>Utility Operator - Sussex</b>	Water		55,250	74,750		N	2080		non
<b>Utility Operator - Sussex</b>	Wastewater		59,500	80,500					
<b>Utility Operator - Tn/Brookfield</b>					55,058.00	n	2080		non
	<b>AVERAGE</b>		<b>51,737.53</b>	<b>69,903.67</b>					

Village of Pewaukee, Wisconsin  
Title & Grade

Department	Division	Title	Proposed Range					2021 adjustment to Lt. and Sgt. Positions			2022					
			Grade	Min	Mid	Max	Overri	Min	Mid	Max	Min	Mid	Max			
Police	N/A	Court Clerk	5	###	###	###		#	##	###	37,216.56	43,729.46	50,242.36	39,077.39	45,915.93	52,754.48
Public Works	N/A	Laborer	5	###	###	###		#	##	###	37,216.56	43,729.46	50,242.36	39,077.39	45,915.93	52,754.48
Police	N/A	Administrative Secretary	6	###	###	###		#	##	###	39,449.56	46,353.23	53,256.90	41,422.03	48,670.89	55,919.75
	N/A	Acc't Finance & Admin Ass't Clerk (PT)	6	###	###	###		#	##	###	39,449.55	46,353.23	53,256.90	41,422.03	48,670.89	55,919.75
	N/A	Deputy Clerk/Treasurer	7	###	###	###		#	##	###	40,995.92	48,170.52	55,345.12	43,045.72	50,579.05	58,112.37
Public Works	N/A	Equipment Operator	9	###	###	###	I	#	##	###	46,985.05	55,207.44	63,429.82	49,334.31	57,967.81	66,601.31
Public Works	N/A	Utility Operator	9	###	###	###	I	#	##	###	46,985.05	55,207.44	63,429.82	49,334.31	57,967.81	66,601.31
Public Works	N/A	Mechanic	9	###	###	###	I	#	##	###	46,985.05	55,207.44	63,429.82	49,334.31	57,967.81	66,601.31
Public Works	N/A	Leadworker - Streets	10	###	###	###	I	#	##	###	49,804.16	58,519.88	67,235.61	52,294.36	61,445.88	70,597.39
Public Works	N/A	Leadworker - Utility	10	###	###	###	I	#	##	###	49,804.16	58,519.88	67,235.61	52,294.36	61,445.88	70,597.39
Administration	N/A	Clerk	13	###	###	###		#	##	###	59,317.55	69,698.12	80,078.69	62,283.42	73,183.02	84,082.62
Public Works	N/A	Public Works Supervisor	13	###	###	###		#	##	###	59,317.55	69,698.12	80,078.69	62,283.42	73,183.02	84,082.62
Police	N/A	Police Sergeant	14	###	###	###	I	#	##	###	84,000.00	88,500.00	93,000.00	88,200.00	92,925.00	97,650.00
Administration	N/A	Treasurer	14	###	###	###	I	#	##	###	62,876.60	73,880.00	84,883.41	66,020.43	77,574.00	89,127.58
Police	N/A	Deputy Chief	17	###	###	###		#	##	###	88,148.00	98,030.75	107,913.49	92,555.40	102,932.28	113,309.17
Public Works	N/A	Director of Public Works/Engineer	19	###	###	###		#	##	###	84,143.07	98,868.11	113,593.15	94,240.24	103,811.52	119,272.81
Police	N/A	Chief of Police	19	###	###	###		#	##	###	84,143.07	98,868.11	113,593.15	94,240.24	103,811.52	119,272.81
Administration	N/A	Village Administrator	21	###	###	###		#	##	###	94,543.16	111,088.21	127,633.26	99,270.32	116,642.62	134,014.93

1.05 range adjustment

12% min range adj grade 19  
5% range adj all others

## VILLAGE OF PEWAUKEE, WISCONSIN

### NON-REPRESENTATIVE SALARY PLAN

**PURPOSE.** This plan sets forth the basis of authority and the delineation of responsibilities in the Non-Representative Salary Plan. The plan shall serve as a management tool for the implementation of initial salary assignments, performance evaluations and annual salary adjustments. The plan shall also provide incentive for increased employee productivity by linking financial reward with high performance.

**NON-REPRESENTATIVE SALARY PLAN.** The Non-Representative Salary Plan covers all classified permanent positions not covered by a collective bargaining agreement, professional services agreement, or grant agreement. The principal objectives of the Plan are to provide for a competitive salary structure and practice in order to enhance the recruitment and retention of a fully competent work force, and to provide a high level of internal equity in salary administration in order to foster the purpose of rewarding and encouraging job performance of a superior or exceptional quality.

1. **POLICY.** The Village of Pewaukee Village Board shall establish the general policy governing the administration of the Plan and shall establish annually as part of the budgeting process the necessary funds to be used for salary adjustment purposes.
2. **ADMINISTRATION.** The Village Board shall establish specific rules and procedures governing the overall administration of the Plan. The Village Administrator shall carry out the rules and procedures included in the Plan. Specific amounts of salary adjustments to be provided to individual employees shall be consistent with the rules and procedures established by the Village Board.

The Village Administrator shall oversee the day-to-day administration of the Plan, shall implement the salary adjustments approved by the Village Board, and shall certify the compliance of any such adjustments with the established rules and procedures. The Village Administrator shall also be responsible for preparing recommendations and cost analysis relative to any revisions to the Plan, and shall report at least annually to the Village Board regarding the status of the Plan and the salaries of all covered employees.

3. **PAY GRADE ASSIGNMENT.** Pay grade ranges shall be assigned to individual positions by the Village Board based upon the results of a comparative salary analysis study prepared and completed by Springsted Incorporated in 2015 and reviewed by the Village Board.
4. **PAY GRADE ADJUSTMENTS.** As necessary, the pay grades will be reviewed to match market conditions. Any adjustment in the range may also adjust the individual's rate within the range. Adjustments require the approval of the Village Board.
5. **RE-EVALUATIONS.** The Village Administrator shall be responsible for keeping the job descriptions current and will recommend same to the Village Board when appropriate. Re-evaluation of job descriptions may be requested by position incumbents, their department heads, or the Village Administrator. The Village Board shall meet as necessary to consider such requests. Following Village Board action, the Village Administrator shall advise the requesting party.
6. **INITIAL SALARY ASSIGNMENT.** Upon hire, an employee shall be advised, in writing, as to his or her beginning salary. The beginning salary shall be within the salary range established for the position and shall normally be the minimum rate in the range. A Department Head may recommend that a particular appointment be made above the entrance pay rate. Such requests must be made in writing, approved in advance by the Village Administrator, and will be in recognition of exceptional qualifications. Initial salary assignments for Department Head positions shall be approved by the Village Board. Any initial salary above the mid-point within the salary range shall require prior approval by the Village Board.

7. **SALARY RANGE ADJUSTMENTS.** The following communities may be considered as the market comparison group for future salary range adjustment purposes. Salary ranges shall be reviewed at least every two years.
- |                      |                     |                    |
|----------------------|---------------------|--------------------|
| Village of Mukwonago | Town of Mukwonago   | Town of Brookfield |
| City of Delafield    | Town of Delafield   | Town of Merton     |
| Town of Oconomowoc   | Village of Hartland | Village of Sussex  |
8. **PERFORMANCE EVALUATION AND MERIT ADJUSTMENT.** All non-represented full-time and permanent part-time employees shall receive an annual performance evaluation to be completed by their immediate supervisor. The Village Administrator shall review evaluation materials with all supervisors to ensure consistent application of the performance rating scale. The merit adjustment amounts and resources available for salary adjustments, if any, shall be reviewed by the Village Board on an annual basis subject to financial conditions of the Village as determined by the Village Board. To this end, the Village Board may allocate a pool of money as part of the annual budget process for each Department to grant as merit increases for non-represented employees based upon performance evaluations at the approval of the Village Administrator and documentation provided by the respective Department Head.
9. **SPECIAL ADJUSTMENTS.** On an exceptional basis, the Village Board, based upon the recommendations of the Village Administrator, may authorize special salary adjustments for individual employees for the purposes of enhancing internal equity or effectively responding to current labor market conditions requiring immediate action.
10. **BONUS AND MERIT AWARDS.** The Village Board, based upon the recommendation of the Village Administrator, may authorize a bonus or merit award. Eligible employees may be considered based on one or more of the following criteria:
- Development of a significant cost saving work procedure
  - An unusually high workload
  - Where substantial evidence is offered to demonstrate that an adjustment is warranted
11. **OTHER ADJUSTMENTS.** The following personnel actions may require a salary adjustment for an affected employee:
- A. **TRANSFER.** When an employee is transferred from one department to another having the same job content, the salary rate in effect for the employee prior to the transfer shall remain in effect.
- B. **PROMOTION.** When an employee is promoted to a position having a higher job content (i.e. greater level of responsibility), he/she shall be eligible for a salary adjustment upon promotion. The usual salary adjustment is an increase to either the minimum of the pay range for the new classification or by 5% of the previous salary, whichever is greater. However, the increase will not exceed the midpoint of the pay grade.
- C. **DEMOTION.** When an employee is demoted to a position having a lower job content, he shall continue to receive his current salary rate in effect prior to the date of demotion provided that such rate does not exceed the maximum rate in the new job classification. In the event the salary rate prior to the date of demotion exceeds the maximum rate in the new salary range, he/she shall receive the maximum rate in the new salary range.
- D. **REINSTATEMENT.** When an employee is reinstated to his/her former position, he/she shall normally be paid at the level in the salary range that corresponds with the rate that was in effect at the time that he/she left the position. When he/she is reinstated to a job with a lower pay range, the Village Administrator shall determine a new pay rate in accordance with the employee's experience and qualifications.

E. COMPENSATION DURING TEMPORARY ASSIGNMENT. An employee who is temporarily assigned a higher classified position may be paid at a higher rate if deemed appropriate by the Village Administrator and approved by the Village Board.

12. SALARY/WAGE PLACEMENT WITHIN SALARY RANGES -

The base salary paid (not including any overtime wages, if eligible) to the incumbent of any position shall not exceed the maximum rate in the salary range for that position, except in the following circumstance:

1. The incumbent of the position was an employee of the Village of Pewaukee as of the date of adoption of this salary plan.

13. PROFESSIONAL SERVICE AGREEMENTS. Upon approval of the Village Board, the Village Administrator shall have authority to execute Professional Services Agreements with individuals who provide services of a professional nature to the Village or any of its operating departments. Such agreements may differ in terms of salary practices and benefit levels from those provided to individuals covered under the Non-Representative Salary Plan.

14. OTHER BENEFITS. All non-represented employees shall have benefits and work rules as established by the Village of Pewaukee Employee Handbook. All full-time non-represented employees shall receive a "Terms of Employment" Letter upon employment clarifying salary and other issues not covered by the Employee Handbook.

15. SALARY PLAN ADMINISTRATION SCHEDULE. The Village Administrator shall annually prepare a schedule for administration of the Salary Plan. Generally, employees will be provided with their performance evaluation instrument early in September in order to complete the employee self-evaluation. Supervisors shall complete evaluations by the end of September, with salary adjustments presented to the Village Board by the Village Administrator in October prior to preparation of the annual budget.

16. SALARY PLAN SUSPENSION. The Village Board may, at any time, suspend the administration of the Salary Plan and salary adjustments due fiscal crisis or other emergency situations.

Draft: 010918; 022118; 032018

Adopted: 04-04-2018