



## Regular Village Board Meeting Agenda

**July 2, 2024**

**6:00PM**

Village Hall, 235 Hickory Street, Pewaukee, WI 53072

**To view the meeting live:**

<https://www.youtube.com/live/85bx47fUXAU?si=VCfi8osDpJgP7apP>

1. Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call.
2. Public Hearings/Presentations. – None.
3. Approval of Minutes of Previous Meeting.
  - Amend the Previously Adopted Minutes of Regular Village Board Meeting – June 4, 2024
  - Minutes of the Regular Village Board Meeting – June 18, 2024
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. – None.
6. Resolutions.
  - a. Possible Action on Resolution No. 2024-11, A Resolution Recognizing the Service of Administrator Scott Gosse
  - b. Review of TID #4 Financing and Possible Action on Resolution No. 2024-12, Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,500,000 Taxable General Obligation Promissory Notes
7. Old Business. – None.
8. New Business.
  - a. Discussion and Possible Action on Certified Survey Map request to combine two existing, adjoining, substandard-sized properties (i.e., 115 & 119 W. Wisconsin Avenue) into a single, size-compliant, 11,124 sq. ft. parcel. These properties are zoned B-2 Downtown Business District
  - b. Discussion and Possible Action on Scheduling Special Village Board Meeting for Continuation of Cecelia Homes, LLC Fire-EMS Protection Fee Appeal
  - c. Discussion and Possible Action on Scheduling Special Village Board Meeting for Strategic Plan Workshop
  - d. Discussion and Possible Action on Proposed Purchase of Bulletin Board for Laimon Family Lakeside Park
  - e. Discussion and Possible Action on Mobile Home License for D&G Investments
  - f. Possible Action on Committee Appointments:
    1. Zoning Board of Appeals – 1 Member (3-year terms)



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

2. Historic Preservation Commission –1 Member (Architect – preferred - term to expire 4/30/27)
- g. Discussion and Possible Action on Food Vendor Permit Application for Big Dawg's Hotdogs, LLC.
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)(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 letters of concern received from the Department of Justice and the Department of Housing and Urban Development regarding the Fire and EMS Protection Fee.
11. Reconvene Into Open Session.
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 June 28, 2024

**VILLAGE OF PEWAUKEE  
VILLAGE BOARD MINUTES  
June 4, 2024 – 6:00 pm**

<https://www.youtube.com/live/3uR6alpyZow?si=d0Dts4V7HCUUPxTZ>

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

President Knutson called the meeting to order at approximately 6:02 p.m. The Pledge of Allegiance was recited, followed by a moment of silence.

Roll Call was taken with the following Village Board members present: Trustee Heather Gergen; Trustee Bob Rohde; Trustee Kelli Belt; Trustee Chris Krasovich; Trustee Kristen Kreuser; Trustee Jim Grabowski; and President Jeff Knutson.

Also Present: Village Attorney, Matt Gralinski; Village Administrator, Scott Gosse; and Village Clerk, Jenna Peter.

**2. Public Hearings –**

- a. **Public Hearing on Proposed Ordinance to repeal section 40.122 of the Municipal Code Regarding Protest Petitions.** – no comments.
- b. **Public Hearing on Proposed Ordinance to create Sections 40.314(10) and 40.314(11) Regarding Bicycle Repair, Assembly and/or Fabrication with or without outdoor storage or display.** – no comments.

**3. Approval of Minutes of Previous Meetings -**

Minutes of the Special Village Board Meeting – May 21, 2024

**Trustee Gergen moved, seconded by Trustee Krasovich to approve the May 21, 2024, minutes of the Special Village Board meeting as presented.**

**Motion carried 7-0.**

Minutes of the Regular Village Board Meeting – May 21, 2024

**Trustee Gergen moved, seconded by Trustee Grabowski to approve the May 21, 2024, minutes of the Regular Village Board meeting as presented.**

**Motion carried 7-0.**

**4. Citizen Comments -**

**Roberta Reid @ 530 Kopmeier Dr.** – Ms. Reid stated she was impressed with the lake weed removal this year and wanted to pass along her thanks to the Director of Public Works, Dave Buechl.

**Lesli Boese @ S16 W32183 High Meadow Cir, Delafield** – Ms. Boese introduced herself to the Board as running for Waukesha County District Attorney. She has been in office for 29 years and has tried many cases and is current head of the drug unit.

**5. Ordinances –**

- a. **Possible Action on Ordinance No. 2024-04, Ordinance to repeal Section 40.122 of the Municipal Code Regarding Protest Petitions.**

Attorney Gralinski explained there is a procedure in the Zoning Code that allows for the adjacent owners of a subject property to file a protest petition which would then trigger a requirement that any

zoning change properly protested be approved by a Super Majority. This ordinance is based on a prior State law that has been repealed and replaced with explicit prohibition on having these types of protest petition procedures. This Ordinance would bring the Village into compliance with State law. This Ordinance was recommended for approval by the Plan Commission.

**Trustee Grabowski moved, seconded by Trustee Rohde to approve Ordinance 2024-04 to repeal Section 40.122 of the Municipal Code effective January 1, 2025.**

**Motion carried 7-0.**

**b. Possible Action on Ordinance No. 2024-05, Ordinance to create Sections 40.314(10) and 40.314(11) Regarding Bicycle Repair, Assembly and/or Fabrication with or without outdoor storage or display.**

Administrator Gosse explained this came before the Plan Commission as a request from an applicant wanting to relocate a bike repair business in the B-5 Zoning District. Currently the B-5 District does not allow for the use. The Plan Commission recommended approval to the Village Board to amend the code.

**Trustee Krasovich moved, seconded by Trustee Rohde to approve Ordinance 2024-05 to create Sections 40.314(10) and 40.314(11) regarding Bicycle Repair, Assembly and/or Fabrication with or without outdoor storage or display.**

**Motion carried 7-0.**

**6. Resolutions – none.**

**7. Old Business –**

**a. Discussion and Possible Action to Approve Written Decision Regarding the Appeal of Hawthorne Place LLC Concerning their Fire & EMS Fee Assessment.**

Attorney Gralinski explained that Attorney Blum has provided a draft of the written decision. The grant of the appeal has already been made; this is before the Board to approve the written decision as required in the Village Ordinance.

**Trustee Gergen moved, seconded by Trustee Krasovich to Approve the Written Decision Regarding the Appeal of Hawthorne Place LLC Concerning their Fire & EMS Fee Assessment.**

**Motion carried on Roll Call Vote 6- 1. President Knutson voted Nay.**

**8. New Business -**

**a. Discussion and/or Possible Action on proposed park use and retail sales license for Brewfinity Brewing Company.**

Clerk Peter explained that State law changed where now the licenses for Breweries, Wineries and Distilleries get approved through the State. However, they are still required to be approved to sell in a municipality by the governing body. Brewfinity Brewing Company has already been approved by the Joint Parks and Recreation Board to operate in Kiwanis Village Park on the dates listed and in the premise description in the memo.

**Trustee Grabowski moved, seconded by Trustee Rohde to approve the park use and retail sales license for Brewfinity Brewing Company as presented.**

**Motion carried 7-0.**

**b. Discussion and/or Possible Action on proposed park use and retail sales license for Broken Bat Brewing Company/Beergo.**

Peter stated this item is the same as item 8a in that the application for Broken Bat Brewing Company/Beergo to serve alcohol in the Village needs to be approved by the governing body. They have been approved by the Joint Parks and Recreation Board to operate at Kiwanis Village Park and Lakefront Park on the dates listed and in the premise description in the memo.

**Trustee Gergen moved, seconded by Trustee Kreuser to approve the park use and retail sales license for Broken Bat Brewing Company/Beergo as presented.**  
**Motion carried 7-0.**

**c. Discussion and Possible Action on Scheduling Special Village Board Meetings for Strategic Planning Workshops.**

Trustee Grabowski moved, seconded by Trustee Rohde to propose June 25<sup>th</sup>, 2024, for the Special Village Board meeting for Strategic Planning Workshop from the hours of 4:00 – 6:00 p.m.  
**Motion carried 7-0.**

**d. Discussion and Possible Action on Updated Village Administrator Job Description.**

Gosse stated there were changes to the Village Administrator job description. The job description will be used as part of the Administrator recruitment process.

**Trustee Krasovich moved, seconded by Trustee Kreuser to approve the updated Village Administrator job description.**  
**Motion carried 7-0.**

**e. Discussion and Direction on Possible Pursuit of Quiet Zones.**

President Knutson explained there are four intersections in the Village that would be considered for applications of establishing railroad quiet zones. Knutson stated the Village can submit for all four crossings to be added as quiet zones. The State of Wisconsin Office of the Commissioner of Railroads has stated the crossing near the intersection of Oakton Ave and Capitol Dr. needs a concrete median. The Village and WisDOT re-submitted a proposal for a different and more cost-effective way to install stanchions and have not heard back from them and that is where the “standstill” is. Gosse stated the DOT has not heard anything back from the Railroad Administration as of last week. Discussion followed regarding the application process.

Discussion followed to have Administrator Gosse reach out to the OCR to try and get an answer before the application for the quiet zones proceeds.

**f. Discussion and Possible Action on Request for Use of Village Logo.**

Gosse explained the Village received an email from a film maker who wanted to use the Village of Pewaukee logo on a t-shirt the main character would be wearing in a feature indie film.

**Trustee Grabowski moved, seconded by Trustee Gergen, to approve the use of the Village Logo contingent upon a License & Use Agreement drafted by the Village Attorney.**  
**Motion carried 7-0.**

**9. Citizen Comments -**

**Roberta Reid @ 530 Kopmeier Dr.** – Ms. Reid provided fliers distributed in October 2013 and 2014 explaining the reasons to put quiet zones in place. The final flier is from August of 2019. Ms. Reid questioned when a quiet zone will be put into place. She stated many other surrounding communities have quiet zones in place already and asks that the Board proceed with the application process for the quiet zones.

**Carrie Ashley @ 544 Kopmeier Dr.** – Ms. Ashley reiterated the need for quiet zones and urges the Board to apply.

**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 T-Mobile Lease Agreement and Joint Library Agreement with City of Pewaukee.*

**Trustee Gergen moved, seconded by Trustee Rohde to move into Closed Session at approximately 7:05 p.m. Motion carried on a Roll Call Vote 7-0.**

**11. Reconvene Into Open Session.**

**Trustee Gergen moved, seconded by Trustee Krasovich to reconvene into open session at approximately 7:24 p.m.**

**Motion carried on a Roll Call Vote 7-0.**

**a. Possible Action on T-Mobile Lease Agreement.**

**Trustee Gergen moved, seconded by Trustee Krasovich to approve the T-Mobile Lease Agreement as presented to the Board.**

**Motion carried 7-0.**

**12. Adjournment.**

**Trustee Grabowski moved, seconded by Trustee Kreuser to adjourn the June 4, 2024, Regular Village Board meeting at approximately 7:25 p.m.**

**Motion carried, 7-0.**

Respectfully Submitted,

Jenna Peter  
Village Clerk

**VILLAGE OF PEWAUKEE  
VILLAGE BOARD MINUTES  
June 18, 2024 – 6:00 pm**

<https://www.youtube.com/live/tY0SQZ7kG18?si=bA0oDMH62u3yZXjd>

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

President Knutson called the meeting to order at approximately 6:02 p.m. The Pledge of Allegiance was recited, followed by a moment of silence.

Roll Call was taken with the following Village Board members present: Trustee Jim Grabowski; Trustee Kristen Kreuser; Trustee Chris Krasovich; Trustee Kelli Belt; Trustee Bob Rohde; Trustee Heather Gergen, and President Jeff Knutson.

Also Present: Village Attorney, Matt Gralinski; Village Public Works Director, Dave Buechl; Village Utility Supervisor, Shawn Tremaine; Village Administrator, Scott Gosse; and Village Clerk, Jenna Peter.

**2. Public Hearings –**

**a. Presentation of 2023 Annual Audit by Baker Tilly. –**

John Rader with Baker Tilly presented Financial Highlights of the Village's General fund. Highlights discussed included: the General fund balance, fund balance trends, General obligation debt, and water/sewer/stormwater/transportation utility results.

**3. Approval of Minutes of Previous Meetings -**

Minutes of the Regular Village Board Meeting – June 4, 2024.

**Trustee Rohde moved, seconded by Trustee Krasovich to approve the June 4, 2024, minutes of the Regular Village Board meeting as presented.  
Motion carried 7-0.**

**4. Citizen Comments - None.**

**5. Ordinances –**

**a. Remove from Table – Possible Action on Ordinance No. 2024-02, Ordinance to Amend the Salaries for Trustees and Village President.**

**Trustee Belt moved, seconded by Trustee Grabowski to remove from table Ordinance No. 2024-02, Ordinance to Amend the Salaries for Trustees and Village President.**

**Motion carried 7-0.**

President Knutson explained the Board has not had raises since 2013. The community is getting bigger, and things are taking up a lot of time for the members. Members were in support of the increase due to more special meetings, public hearings, staffing changes, and the cost-of-living increase since 2013. Trustee Krasovich said she did a comparison of the surrounding communities and feels the Village's Board salary is in line with her findings.

**Trustee Belt moved, seconded by Trustee Grabowski to approve Ordinance 2024-02 to Amend the Salaries for Trustees and Village President effective the 3<sup>rd</sup> Tuesday of April 2025.**

**Motion carried 6-1. Trustee Krasovich voting nay.**

## 6. Resolutions –

### a. **Possible Action on Resolution No. 2024-09, Resolution Regarding the Wisconsin Department of Natural Resources Reporting Year 2023 Compliance Maintenance Annual Report.**

Utility Supervisor, Shawn Tremaine stated flows have gone up at the Lift Station on the corner of Forest Grove and E Wisconsin and our water usage has gone down. He encouraged the Board to start looking at planning future projects to try to reduce inflow and infiltration as much as possible to keep the numbers down.

**Trustee Grabowski moved, seconded by Trustee Rohde to adopt Resolution No. 2024-09, Regarding the Wisconsin Department of Natural Resources Reporting Year 2023 Compliance Maintenance Annual Report.**

**Motion carried 7-0.**

### b. **Possible Action on Resolution No. 2024-10, A Resolution Recognizing the Service of Mary Censky to the Village of Pewaukee as Village Planner.**

President Knutson read Resolution No. 2024-10 into the record.

**Trustee Rohde moved, seconded by Trustee Gergen to adopt Resolution No. 2024-10 Recognizing the Service of Mary Censky to the Village of Pewaukee as Village Planner.**

**Motion carried 7-0.**

Administrator Gosse passed along a thank you to the Board from Mary Censky.

## 7. Old Business – None.

## 8. New Business -

### a. **Discussion and Possible Action on Engagement Letter with Baker Tilly for Completion of a Water Rate Study and Rate Application with Public Service Commission of Wisconsin.**

Administrator Gosse explained when the Village had a water rate approval in 2022, the Public Service Commission required the Village to submit a new rate application within 5 years for a rate adjustment. Prior to 2022, it had been since 1996 that the Village had a rate adjustment. The Village is constructing an HMO Well Treatment facility at Well No. 4. The PSC stated the implementation of this project would likely require the need to increase customer water rates by 32%. The Village also has projects regarding PFAS treatment for Well No. 6 and rehabbing/replacing Well No. 2.

**Trustee Gergen moved, seconded by Trustee Grabowski to approve the Engagement Letter with Baker Tilly for Completion of a Water Rate Study and Rate Application with the Public Service Commission of Wisconsin as presented.**

**Motion carried 7-0.**

### b. **Discussion and Possible Action on Award of Contract for Kopmeier Lift Station Project.**

Public Works Director, Dave Buechl stated this project needed to be re-bid with the lowest bid at \$865,600. It was found that the City of Pewaukee is listed in the agreement to help cover the cost based on usage. Ruekert Mielke did a flow analysis in 2016, and it was determined at that time that the City had approximately 90% of the flow to the lift station. An updated flow analysis will be done.

**Trustee Krasovich moved, seconded by Grabowski to approve the bid from Mid City Corporation in the amount of \$903,800.00 and the Mandatory Alternate Deduct bid of \$38,200.00 for a total contract of \$865,600.00.**

**Motion carried 7-0.**

### c. **Discussion and Possible Action on LED Lighting Proposals for Village Hall, Police Department and Police Garage.**



Gosse stated there is a typo in the requested action. The lowest bid in the memo stated \$38,348.80 and it should be \$48,348.00 from Hutch Energy. There will be a deduct of Focus on Energy Rebate that will be provided as part of the project. AARPA Funds would be used for this project.

**Trustee Rohde moved, seconded by Trustee Grabowski to accept the offer from Hutch Energy for the LED Lighting Proposals for Village Hall, Police Department and Police Garage in the amount of \$48,348.00.**

**Motion carried 7-0.**

**d. Discussion and Possible Action on HVAC proposals for Village Hall, Police Department and Police Garage.**

Gosse explained the HVAC units are original to the building and in need of replacement. AARPA Funds would be allocated for this project. \$346,000 would be left in the AARPA Funds allocation.

**Trustee Krasovich moved, seconded by Trustee Rohde to award the bid to Kettle Moraine Heating & Air Conditioning in the amount of \$135,710.00.**

**Motion carried 7-0.**

**e. Discussion and Possible Action on Scheduling Special Village Board Meeting for Finalist Interviews for Village Administrator.**

Gosse explained the interviews would include a tour of the community, writing exercise, and a meet and greet with Department Heads in addition to the individual interviews with the Village Board. The consensus was that July 16<sup>th</sup> would work the best and July 18<sup>th</sup> would be the second choice.

**f. Discussion and Possible Action on Cancelling July 2, 2024, Village Board Meeting.**

**Trustee Grabowski moved, seconded by Trustee Belt to cancel the July 2, 2024, Regular Village Board Meeting contingent to repurpose the July 16, 2024, Regular Village Board Meeting for Village Administrator interviews.**

**Motion carried 7-0.**

**g. Discussion and Possible Action on Consulting Planner Agreement.**

Gosse explained 4 proposals were received. Cedar Corp, Mead & Hunt, and Foth were brought in for interviews. Foth stood out with their team being based in the Milwaukee area. They have also taken over 3 of Mary Censky's communities that she had been working with. Foth's Planner fees are \$144/hr. Administrative Services are \$100/hr. Mileage \$0.67/hr. The Village makes the payments to the Planner and then in turn invoices the amounts to the applicants.

**Trustee Gergen moved, seconded by Trustee Rohde to approve Foth for the contract for Village Planner subject to final approval by the Village Attorney.**

**Motion carried 7-0.**

**h. Discussion and Possible Action on 2024-2025 Liquor License Renewals.**

**Trustee Grabowski moved, seconded by Trustee Rohde to approve the renewal of Class "A" Beer and "Class A" (Cider Only) Liquor Licenses in the Village of Pewaukee for the license period of July 1, 2024, through June 30, 2025, as presented.**

**Motion carried 7-0.**

**Trustee Krasovich moved, seconded by Trustee Gergen to approve the renewal of Class "A"/"Class A" Combination Liquor Licenses in the Village of Pewaukee for the license period of July 1, 2024, through June 30, 2025, as presented.**

**Motion carried 7-0.**

Trustee Grabowski moved, seconded by Trustee Kreuser to approve the renewal of Class “B” Beer Licenses in the Village of Pewaukee for the license period of July 1, 2024, through June 30, 2025, as presented.

Motion carried 7-0.

Trustee Rohde moved, seconded by Trustee Krasovich to approve the renewal of Regular Class “B”/ “Class B” Combination Liquor Licenses in the Village of Pewaukee for the license period of July 1, 2024, through June 30, 2025, as presented.

Motion carried 7-0.

Trustee Rohde moved, seconded by Trustee Krasovich to amend the motion to approve the Renewal of Regular Class “B”/ “Class B” Combination Liquor Licenses in the Village of Pewaukee for the license period of July 1, 2024 through June 30, 2025 as presented – excluding Twisted Vine.

Motion carried 7-0.

Trustee Krasovich moved, seconded by Kreuser to approve the Class “B” / “Class B” Combination Liquor License for Twisted Vine subject to the contingencies presented by the Village Clerk.

Motion carried 7-0.

Trustee Krasovich moved, seconded by Trustee Rohde to approve the renewal of "Class B" Beer and “Class C” Wine Liquor Licenses in the Village of Pewaukee for the license period of July 1, 2024, through June 30, 2025, with contingencies as presented.

i. Possible Action on Committee Appointments:

1. Zoning Board of Appeals – 1 Member (3-year terms) – No action was taken.
2. Parks & Recreation Board – 1 Citizen Member (remainder of term to 4/30/26 due to Kristen Kreuser elected to Trustee)  
President Knutson presented Kelly Berriman who is on the Board of Review to be appointed to the Parks & Recreation Board.  
Trustee Krasovich moved, seconded by Trustee Kreuser to approve Kelly Berriman to the Parks & Recreation Board.  
Motion carried 7-0.
3. Historic Preservation Commission – 1 Member (Architect – preferred – term to expire 4/30/27); 1 Member (3-year terms each); as Plan Commission Representative (remainder of term to 4/30/2025).  
President Knutson presented Cheryl Mantz to be appointed to the Historic Preservation Commission as a member and Theresa Hoff as the Plan Commission Representative.  
Trustee Grabowski moved, seconded by Trustee Gergen to approve Cheryl Mantz as a member and Theresa Hoff as a Plan Commission Representative.  
Motion carried 7-0.

j. Possible action on Approval of Checks and Invoices for All Funds – May 2024

Trustee Rohde moved, seconded by Trustee Grabowski to approve Check and Invoices for All Funds from May 2024.

Motion carried 7-0.

9. Citizen Comments - None.

**10. Adjournment.**

**Trustee Grabowski moved, seconded by Trustee Gergen to adjourn the June 18, 2024, Regular Village Board meeting at approximately 7:42 p.m.**

**Motion carried, 7-0.**

Respectfully Submitted,

Jenna Peter  
Village Clerk

DRAFT

## RESOLUTION NO. 2024-11

**A Resolution Recognizing the Commitment and Service of  
Scott Gosse upon his retirement from the  
Village of Pewaukee**

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**WHEREAS**, Scott Gosse began his employment with the Village of Pewaukee on February 09, 2004, as the Village Administrator; and

**WHEREAS**, Scott's dedicated service to the Village of Pewaukee residents has included countless hours attending Village meetings, implementing policies, strategic plans comprehensive land use plan updates, economic growth support, creating many Village budgets, creating and maintaining 3 TID districts, enforcing Village ordinances and overseeing Village operations for the past 20 years; and

**WHEREAS**, Scott has overseen many capital projects including the construction of a new Village Hall and police station, library, a new public works office and garage, the construction of new wells and sewage lift station, as well as the development of Laimon Park and Koepp Park

**WHEREAS**, Scott has been a respected mentor of Village staff, encouraging and supporting them to form a cohesive hard working team while effectively managing many transitions; and

**WHEREAS**, Scott worked diligently with many developers providing collaboration to ensure projects were completed accurately in the Village.

**WHEREAS**, Scott volunteered for many non-profit events, and worked as a team with surrounding communities and Village nonprofits and charities earning their respect as he advocated for the best interests of the Village and its residents; and

**WHEREAS**, Scott worked tirelessly for this community and discharged his duties with diligence, insight, creativity, and integrity, and showed patience and respect for all those he worked for and with.

**NOW, THEREFORE, BE IT RESOLVED** that the Village Board of the Village of Pewaukee, Waukesha County, Wisconsin, hereby extends their heartfelt appreciation for the dedication demonstrated by Scott Gosse during his 20+ years of employment with the Village of Pewaukee and wishes him an enjoyable and well-earned retirement.

Dated and approved this 2<sup>nd</sup> day of July 2024.

Approved:

Certified:

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Jeffrey Knutson, Village President

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Jenna Peter, Village Clerk



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: June 27, 2024

Re: Agenda Item 6b, Review of TID #4 Financing and Possible Action on Resolution No. 2024-12,  
Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,500,000  
Taxable General Obligation Promissory Notes

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### **BACKGROUND**

At the May 21<sup>st</sup> Village Board meeting, the Village Board authorized the Village President to provide direction on financing plan to Baird regarding Tax Increment District #4 related debt issuance and return to the Village Board with the recommended plan at a future meeting. Village President Knutson met with former Village Trustee Craig Roberts, Brad Viegut from Baird and me to review financing options that would positively cash flow based on assumptions.

As a reminder, the Village entered into a Developer Agreement (copy attached) with Riverside 321 Partners, LLC for the subdivision development known as Riverside Preserve located at former address of 321 Riverside Drive (location of the former River Hills Nursing Home). The Development Agreement included the creation of Tax Increment District No. 4 as a Blight Elimination Tax Increment Financing District (TID #4). The TID #4 Project Plan included six (6) different projects within the Project Plan that would provide for up to \$1,942,950 in possible TID Grants provided certain conditions were met. Please note that the required conditions have been met by the developer.

### **ACTION REQUESTED**

The action requested of the Village Board is to review the attached TID #4 Financing/Proforma and information to be shared regarding it from Brad Viegut along with the draft resolution related to the debt issuance. Should the Village Board be prepared to move forward on the issuance of the debt after reviewing the information to be discussed at the meeting, the action requested of the Village Board is to adopt Resolution No. 2024-12, Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,500,000 Taxable General Obligation Promissory Notes.

### **ANALYSIS**

Attached for your review and information please find a copy of a TID #4 Financing/TID Proforma prepared by Baird which will be reviewed by Brad Viegut at the Village Board meeting. Brad will be participating via telephone due to another meeting commitment on his calendar. Also attached for your review and information please find a draft resolution related to the issuance of debt related to the TID #4 financing for Village Board approval consideration should the Village Board be prepared to move forward after a review of the financing plan. As of May 6, 2024 (report run June 27, 2024), 13 single-family home permits (out of 36 lots) have been issued for the Riverside Preserve Subdivision with a reported construction value of \$3,867,000. The Kaerek Homes website notes "Home/Lot packages starting at \$525,000."

Attachments

The logo for BAIRD is located in the top right corner. It consists of the word "BAIRD" in a white, serif, all-caps font, set against a blue parallelogram background that is tilted slightly to the right.

BAIRD

# Village of Pewaukee

TID No. 4 Financing

July 2, 2024

Bradley D. Viegut, Managing Director

[bviegut@rwbaird.com](mailto:bviegut@rwbaird.com)  
777 East Wisconsin Avenue  
Milwaukee, WI 53202  
Phone 414.765.3827

# Village of Pewaukee

TID No. 4 Financing

July 2, 2024

## TID Proforma

BAIRD

Assumptions			
Annual Property Value Change.....	2.70%		
2023 Gross Tax Rate (per \$1000 Equalized Value)...	\$11.93		
Annual Adjustment to tax rate.....	0.00%		
Investment rate.....	0.25%		
Data above dashed line are actual			

Background Data			
(a)	(b)	(c)	(d)
TIF District Valuation	Construction Increment	TIF Increment Over Base	Tax Rate
(January 1)			
Base Value	(1)		
\$733,700			
2022	\$733,700	(\$272,000)	\$13.43
2023	\$461,700	(\$259,534)	\$11.93
2024	\$474,166	\$2,832,000	\$11.93
2025	\$3,318,968	\$4,080,000	\$11.93
2026	\$7,488,581	\$4,170,000	\$11.93
2027	\$11,860,772	\$4,250,000	\$11.93
2028	\$16,431,013		\$11.93
2029	\$16,874,650		\$11.93
2030	\$17,330,266		\$11.93
2031	\$17,798,183		\$11.93
2032	\$18,278,734		\$11.93
2033	\$18,772,260		\$11.93
2034	\$19,279,111		\$11.93
2035	\$19,799,647		\$11.93
2036	\$20,334,237		\$11.93
2037	\$20,883,262		\$11.93
2038	\$21,447,110		\$11.93
2039	\$22,026,182		\$11.93
2040	\$22,620,889		\$11.93
2041	\$23,231,653		\$11.93
2042	\$23,858,907		\$11.93
2043	\$24,503,098		\$11.93
2044	\$25,164,682		\$11.93
2045	\$25,844,128		\$11.93
2046	\$26,541,919		\$11.93
2047	\$27,258,551		\$11.93
2048	\$27,994,532		\$11.93
2049	\$28,750,384		\$11.93
2050			
	\$15,332,000		

Revenues		
(e)	(f)	(g)
Tax Revenue	Investment Proceeds	Total Revenues
2022	\$0	\$0
2023	\$0	\$0
2024	\$0	\$0
2025	\$0	\$948
2026	\$30,833	\$627
2027	\$80,560	\$396
2028	\$132,704	\$289
2029	\$187,210	\$312
2030	\$192,501	\$227
2031	\$197,934	\$156
2032	\$203,515	\$98
2033	\$209,246	\$55
2034	\$215,132	\$29
2035	\$221,177	\$8
2036	\$227,385	\$7
2037	\$233,760	\$26
2038	\$240,308	\$55
2039	\$247,033	\$95
2040	\$253,939	\$161
2041	\$261,032	\$241
2042	\$268,316	\$338
2043	\$275,797	\$453
2044	\$283,479	\$589
2045	\$291,369	\$747
2046	\$299,473	\$1,477
2047	\$307,795	\$2,230
2048	\$316,341	\$3,005
2049	\$325,119	\$3,803
2050	\$334,133	\$4,625
	\$5,836,091	\$20,996
		\$5,857,087

New Issue		
\$2,405,000		
Taxable G.O. Promissory Notes		
Dated August 15, 2024		
Amount for Projects.....	\$1,942,950	
Capitalized Interest.....	\$376,884	
Cost of Issuance (est.).....	\$82,954	
Rounding.....	\$2,212	
Expenditures		
(h)	(i)	(j)
Principal	Interest	Debt Service
(3/1)	(3/1 & 9/1) TIC <sup>(2)</sup> = 5.32%	
2022		
2023		
2024		
2025	\$129,296	\$129,296
2026	\$123,794	\$123,794
2027	\$123,794	\$123,794
2028	\$123,794	\$123,794
2029	\$100,000	\$121,369
2030	\$105,000	\$116,398
2031	\$110,000	\$111,157
2032	\$115,000	\$105,615
2033	\$120,000	\$99,769
2034	\$130,000	\$93,487
2035	\$135,000	\$86,762
2036	\$140,000	\$79,728
2037	\$150,000	\$72,275
2038	\$160,000	\$64,276
2039	\$165,000	\$55,858
2040	\$175,000	\$47,027
2041	\$185,000	\$37,620
2042	\$195,000	\$27,597
2043	\$205,000	\$16,966
2044	\$215,000	\$5,751
2045		
2046		
2047		
2048		
2049		
2050		
	\$2,405,000	\$1,642,330
		\$4,047,330

TID Status		
(k)	(l)	(m)
Annual Balance	Year End Cumulative Balance	Cost Recovery
(December 31)		
2022	\$0	\$0
2023	\$0	\$0
2024	\$0	\$379,096
2025	(\$128,348)	\$250,747
2026	(\$92,335)	\$158,413
2027	(\$42,838)	\$115,575
2028	\$9,199	\$124,774
2029	(\$33,847)	\$90,927
2030	(\$28,670)	\$62,257
2031	(\$23,066)	\$39,191
2032	(\$17,002)	\$22,188
2033	(\$10,467)	\$11,721
2034	(\$8,325)	\$3,396
2035	(\$576)	\$2,819
2036	\$7,664	\$10,483
2037	\$11,512	\$21,995
2038	\$16,087	\$38,083
2039	\$26,270	\$64,353
2040	\$32,073	\$96,426
2041	\$38,652	\$135,078
2042	\$46,057	\$181,135
2043	\$54,284	\$235,419
2044	\$63,317	\$298,736
2045	\$292,116	\$590,852
2046	\$300,950	\$891,802
2047	\$310,024	\$1,201,826
2048	\$319,346	\$1,521,172
2049	\$328,922	\$1,850,094
2050	\$338,759	\$2,188,852

Type of TID: Blight Elimination

2022 TID Inception (4/6/2022)

2044 Final Year to Incur TIF Related Costs

2049 Maximum Legal Life of TID (27 Years)

2050 Final Tax Collection Year

(1) Per Developer Agreement

(2) Current interest rates as of 6/11/2024

(3) Capitalized interest through 9/1/2027 and rounding from the 2024 Taxable Notes



# Village of Pewaukee

TID No. 4 Financing

July 2, 2024

## Borrowing/Structure/Purpose

Estimated Size:	\$2,405,000
Issue:	Taxable General Obligation Promissory Notes
Purpose:	Developer Incentive Capitalized Interest through September 1, 2027
Structure:	Matures March 1, 2029-2044
First Interest:	March 1, 2025
Callable:	September 1, 2033
Estimated Interest Rate:	5.32%

## Summary of Parameters

Not to exceed amount:	\$2,500,000
Not to exceed True Interest Cost (TIC):	6.25%

## Timeline

- Village Board reviews financing plan and considers parameters resolution ..... July 2, 2024
  - Preparations are made for issuance
    - ✓ Official Statement
    - ✓ Bond Rating
    - ✓ Marketing
- Signature of Certificate to award notes (target date to finalize terms and interest rates) ..... July 22, 2024
- Closing (funds available)..... August 12, 2024



RESOLUTION NO. 2024-12

RESOLUTION AUTHORIZING THE ISSUANCE AND  
ESTABLISHING PARAMETERS FOR THE SALE OF NOT TO  
EXCEED \$2,500,000 TAXABLE GENERAL OBLIGATION  
PROMISSORY NOTES

WHEREAS, the Village Board hereby finds and determines that it is necessary, desirable and in the best interest of the Village of Pewaukee, Waukesha County, Wisconsin (the "Village") to raise funds for public purposes, including paying the cost of projects listed in the Project Plan for Tax Incremental District No. 4 (the "Project");

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

WHEREAS, the Village is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue general obligation promissory notes (the "Notes") for such public purposes;

WHEREAS, due to certain provisions contained in the Internal Revenue Code of 1986, as amended, it is necessary to issue the Notes on a taxable rather than tax-exempt basis;

WHEREAS, it is the finding of the Village Board that it is necessary, desirable and in the best interest of the Village to authorize the issuance of and to sell the Notes to Robert W. Baird & Co. Incorporated (the "Purchaser");

WHEREAS, the Purchaser intends to submit a note purchase agreement to the Village (the "Proposal") offering to purchase the Notes in accordance with the terms and conditions to be set forth in the Proposal; and

WHEREAS, in order to facilitate the sale of the Notes to the Purchaser in a timely manner, the Village Board hereby finds and determines that it is necessary, desirable and in the best interest of the Village to delegate to the President and Village Treasurer (the "Authorized Officers") the authority to accept the Proposal on behalf of the Village so long as the Proposal meets the terms and conditions set forth in this Resolution by executing a certificate in substantially the form attached hereto as Exhibit A and incorporated herein by reference (the "Approving Certificate").

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

Section 1. Authorization and Sale of the Notes; Parameters. For the purpose of paying costs of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of not to exceed TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) from the Purchaser upon the terms and subject to the conditions set forth in this Resolution. Subject to satisfaction of the condition set forth in Section 13 of this Resolution, the President and Village Clerk are hereby authorized, empowered and directed to make, execute,

issue and sell to the Purchaser for, on behalf of and in the name of the Village, Notes aggregating the principal amount of not to exceed TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000). The purchase price to be paid to the Village for the Notes shall not be less than 96.00% of the principal amount of the Notes and the difference between the initial public offering price of the Notes and the purchase price to be paid to the Village by the Purchaser shall not exceed 4.00% of the principal amount of the Notes, with an amount not to exceed 1.25% of the principal amount of the Notes representing the Purchaser's compensation and an amount not to exceed 2.75% of the principal amount of the Notes representing costs of issuance, including bond insurance premium (if any), payable by the Purchaser or the Village.

Section 2. Terms of the Notes. The Notes shall be designated "Taxable General Obligation Promissory Notes"; shall be issued in the aggregate principal amount of up to \$2,500,000; shall be dated as of their date of issuance; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and mature or be subject to mandatory redemption on the dates and in the principal amounts set forth below, provided that the principal amount of each maturity or mandatory redemption amount may be increased or decreased by up to \$150,000 per maturity or mandatory redemption amount and that the aggregate principal amount of the Notes shall not exceed \$2,500,000. Any maturity or mandatory redemption payment may be eliminated, at the option of the Village, if the amount of such maturity or mandatory redemption payment is less than or equal to \$150,000. The schedule below assumes the Notes are issued in the aggregate principal amount of \$2,500,000.

<u>Date</u>	<u>Principal Amount</u>
03-01-2029	\$110,000
03-01-2030	115,000
03-01-2031	120,000
03-01-2032	120,000
03-01-2033	125,000
03-01-2034	135,000
03-01-2035	140,000
03-01-2036	145,000
03-01-2037	155,000
03-01-2038	165,000
03-01-2039	170,000
03-01-2040	180,000
03-01-2041	190,000
03-01-2042	200,000
03-01-2043	210,000
03-01-2044	220,000

Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2025 or on such other date approved by the Authorized Officers in the Approving Certificate. The true interest cost on the Notes shall not exceed 6.25%. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board.

Section 3. Redemption Provisions. The Notes shall not be subject to optional redemption or shall be callable as set forth on the Approving Certificate. If the Proposal specifies that certain of the Notes shall be subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment to the Approving Certificate labeled as Schedule MRP. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in the Approving Certificate in such manner as the Village shall direct.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit B and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the Village are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the Village a direct annual irrepealable tax in the years 2024 through 2043 for the payments due in the years 2025 through 2044 in the amounts as are sufficient to meet the principal and interest payments when due.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the Village shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the Village and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the Village for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the Village then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There shall be and there hereby is established in the treasury of the Village, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the Village may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for Taxable General Obligation Promissory Notes

- 2024" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the Village at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the Village above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the Village, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account.

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the Village, unless the Village Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the Village and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the Village by the manual or facsimile signatures of the President and Village Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the Village of the purchase price thereof, plus accrued interest to the

date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the Village has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The Village hereby authorizes the officers and agents of the Village to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 9. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the Village's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The Village hereby authorizes the President and Village Clerk or other appropriate officers of the Village to enter into a Fiscal Agency Agreement between the Village and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

Section 10. Persons Treated as Owners; Transfer of Notes. The Village shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the President and Village Clerk shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The Village shall cooperate in any such transfer, and the President and Village Clerk are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 11. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the

Notes as they appear on the registration book of the Village at the close of business on the Record Date.

Section 12. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the Village agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Village Clerk or other authorized representative of the Village is authorized and directed to execute and deliver to DTC on behalf of the Village to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the Village Clerk's office.

Section 13. Condition on Issuance and Sale of the Notes. The issuance of the Notes and the sale of the Notes to the Purchaser are subject to approval by the Authorized Officers of the principal amount, definitive maturities, redemption provisions, interest rates, first interest payment and purchase price for the Notes, which approval shall be evidenced by execution by the Authorized Officers of the Approving Certificate.

The Notes shall not be issued, sold or delivered until this condition is satisfied. Upon satisfaction of this condition, the Authorized Officers are authorized to execute a Proposal with the Purchaser providing for the sale of the Notes to the Purchaser.

Section 14. Official Statement. The Village Board hereby directs the Authorized Officers to approve the Preliminary Official Statement with respect to the Notes and deem the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by the Authorized Officers or other officers of the Village in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate Village official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Village Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 15. Undertaking to Provide Continuing Disclosure. The Village hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the Village to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the President and Village Clerk, or other officer of the Village charged with the responsibility for issuing the Notes, shall provide a Continuing

Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the Village's Undertaking.

Section 16. Record Book. The Village Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 17. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the Village are authorized to take all actions necessary to obtain such municipal bond insurance. The President and Village Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the President and Village Clerk including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 18. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Village Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded July 2, 2024.

---

Jeffrey Knutson  
President

ATTEST:

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Jenna Peter  
Village Clerk

(SEAL)

EXHIBIT A  
Approving Certificate

(See Attached)



## APPROVING CERTIFICATE

The undersigned President and Village Treasurer of the Village of Pewaukee, Waukesha County, Wisconsin (the "Village"), hereby certify that:

1. Resolution. On July 2, 2024, the Village Board of the Village adopted a resolution (the "Resolution") authorizing the issuance and establishing parameters for the sale of not to exceed \$2,500,000 Taxable General Obligation Promissory Notes of the Village (the "Notes") to Robert W. Baird & Co. Incorporated (the "Purchaser") and delegating to us the authority to approve the Preliminary Official Statement, to approve the purchase proposal for the Notes, and to determine the details for the Notes within the parameters established by the Resolution.

2. Proposal; Terms of the Notes. On the date hereof, the Purchaser offered to purchase the Notes in accordance with the terms set forth in the Note Purchase Agreement between the Village and the Purchaser attached hereto as Schedule I (the "Proposal"). The Proposal meets the parameters established by the Resolution and is hereby approved and accepted.

The Notes shall be issued in the aggregate principal amount of \$\_\_\_\_\_, which is not more than the \$2,500,000 approved by the Resolution, and shall mature on March 1 of each of the years and in the amounts and shall bear interest at the rates per annum as set forth in the Pricing Summary attached hereto as Schedule II and incorporated herein by this reference. The first interest payment date on the Notes shall be \_\_\_\_\_, 20\_\_\_\_. The amount of each annual principal or mandatory redemption payment due on the Notes is not more than \$150,000 more or less per maturity or mandatory redemption amount than the schedule included in the Resolution as set forth below:

<u>Date</u>	<u>Resolution Schedule</u>	<u>Actual Amount</u>
03-01-2029	\$110,000	\$_____
03-01-2030	115,000	_____
03-01-2031	120,000	_____
03-01-2032	120,000	_____
03-01-2033	125,000	_____
03-01-2034	135,000	_____
03-01-2035	140,000	_____
03-01-2036	145,000	_____
03-01-2037	155,000	_____
03-01-2038	165,000	_____
03-01-2039	170,000	_____
03-01-2040	180,000	_____
03-01-2041	190,000	_____
03-01-2042	200,000	_____
03-01-2043	210,000	_____
03-01-2044	220,000	_____

The true interest cost on the Notes is \_\_\_\_\_%, which is not in excess of 6.25%, as required by the Resolution.

3. Purchase Price of the Notes. The Notes shall be sold to the Purchaser in accordance with the terms of the Proposal at a price of \$\_\_\_\_\_, plus accrued interest, if any, to the date of delivery of the Notes, which is not less than 96.00% of the principal amount of the Notes, as required by the Resolution.

The difference between the initial public offering prices provided by the Purchaser of the Notes (\$\_\_\_\_\_) and the purchase price to be paid to the Village by the Purchaser (\$\_\_\_\_\_) is \$\_\_\_\_\_, or \_\_\_\_\_% of the principal amount of the Notes, which does not exceed 4.00% of the principal amount of the Notes. The portion of such amount representing Purchaser's compensation is \$\_\_\_\_\_, or not more than 1.25% of the principal amount of the Notes. The amount representing other costs of issuance is \$\_\_\_\_\_, which does not exceed 2.75% of the principal amount of the Notes.

4. Redemption Provisions of the Notes. [The Notes are not subject to optional redemption.] [The Notes maturing on March 1, \_\_\_\_\_ and thereafter are subject to redemption prior to maturity, at the option of the Village, on March 1, \_\_\_\_\_ or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.] [The Proposal specifies that [some of] the Notes are subject to mandatory redemption. The terms of such mandatory redemption are set forth on an attachment hereto as Schedule MRP and incorporated herein by this reference.]

5. Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same respectively falls due, the full faith, credit and taxing powers of the Village have been irrevocably pledged and there has been levied on all of the taxable property in the Village, pursuant to the Resolution, a direct, annual irrepealable tax in an amount and at the times sufficient for said purpose. Such tax shall be for the years and in the amounts set forth on the debt service schedule attached hereto as Schedule III.

6. Preliminary Official Statement. The Preliminary Official Statement with respect to the Notes is hereby approved and deemed "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934.

7. Approval. This Certificate constitutes our approval of the Proposal, and the principal amount, definitive maturities, first interest payment date, interest rates, purchase price and redemption provisions for the Notes and the direct annual irrevocable tax levy to repay the Notes, in satisfaction of the parameters set forth in the Resolution.

IN WITNESS WHEREOF, we have executed this Certificate on  
\_\_\_\_\_, 2024 pursuant to the authority delegated to us in the Resolution.

---

Jeffrey Knutson  
President

---

Cassandra Smith  
Village Treasurer

SCHEDULE I TO APPROVING CERTIFICATE

Proposal

To be provided by the Purchaser and incorporated into the Certificate.

(See Attached)

## SCHEDULE II TO APPROVING CERTIFICATE

### Pricing Summary

To be provided by the Purchaser and incorporated into the Certificate.

(See Attached)

SCHEDULE III TO APPROVING CERTIFICATE

Debt Service Schedule and Irrepealable Tax Levies

To be provided by the Purchaser and incorporated into the Certificate.

(See Attached)

[SCHEDULE MRP

Mandatory Redemption Provision

The Notes due on March 1, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on March 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on March 1, 20\_\_\_\_\_

Redemption <u>Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, 20\_\_\_\_\_

Redemption <u>Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, 20\_\_\_\_\_

Redemption <u>Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, 20\_\_\_\_\_

Redemption <u>Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)]

EXHIBIT B

(Form of Note)

REGISTERED UNITED STATES OF AMERICA DOLLARS  
STATE OF WISCONSIN  
WAUKESHA COUNTY  
NO. R-\_\_\_\_ VILLAGE OF PEWAUKEE \$\_\_\_\_\_  
TAXABLE GENERAL OBLIGATION PROMISSORY NOTE

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:  
March 1, \_\_\_\_\_, 2024 \_\_\_\_\_%

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS  
(\$\_\_\_\_\_)

FOR VALUE RECEIVED, the Village of Pewaukee, Waukesha County, Wisconsin (the "Village"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on [March 1, 2025] until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the Village are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$\_\_\_\_\_, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the Village pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for public purposes, including paying the cost of projects listed in the Project Plan for Tax Incremental District No. 4, as authorized by a resolution adopted on July 2, 2024 as supplemented by an Approving Certificate, dated \_\_\_\_\_, 2024 [(the "Approving Certificate")] (collectively, the "Resolution"). Said Resolution is recorded in the official minutes of the Village Board for said date.



【This Note is not subject to optional redemption.】

【The Notes maturing on March 1, \_\_\_\_\_ and thereafter are subject to redemption prior to maturity, at the option of the Village, on March 1, \_\_\_\_\_ or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the Village, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.】

【The Notes maturing in the years \_\_\_\_\_ are subject to mandatory redemption by lot as provided in the Approving Certificate, at the redemption price of par plus accrued interest to the date of redemption and without premium.】

【In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.】

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the Village, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note is transferable only upon the books of the Village kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the Village appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the Village for any tax, fee or other governmental charge required to be paid with respect to such

registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes [(i)] after the Record Date[, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption]. The Fiscal Agent and Village may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the Village of Pewaukee, Waukesha County, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified President and Village Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

VILLAGE OF PEWAUKEE  
WAUKESHA COUNTY, WISCONSIN

By: \_\_\_\_\_  
Jeffrey Knutson  
President

(SEAL)

By: \_\_\_\_\_  
Jenna Peter  
Village Clerk

Date of Authentication: \_\_\_\_\_, \_\_\_\_\_

CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned Resolution of the Village of Pewaukee, Waukesha County, Wisconsin.

ASSOCIATED TRUST COMPANY,  
NATIONAL ASSOCIATION,  
GREEN BAY, WISCONSIN

By \_\_\_\_\_  
Authorized Signatory

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

\_\_\_\_\_  
(Name and Address of Assignee)

\_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

\_\_\_\_\_  
(e.g. Bank, Trust Company  
or Securities Firm)

\_\_\_\_\_  
(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

\_\_\_\_\_  
(Authorized Officer)



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: June 26, 2024

Re: Agenda Item 8a, Discussion and Possible Action on Certified Survey Map request to combine two existing, adjoining, substandard-sized properties (i.e., 115 & 119 W. Wisconsin Avenue) into a single, size-compliant, 11,124 sq. ft. parcel. These properties are zoned B-2 Downtown Business District.

---

#### **BACKGROUND**

Attached for your review and consideration please find a copy of the Village Planner and Village Consulting Engineer reports to the Plan Commission regarding a proposed Certified Survey Map (CSM) to combine 115 and 119 W. Wisconsin Avenue parcels into one parcel. The new lot would combine two existing legal nonconforming lots (as to minimize required lot size and lot width) into a legal and conforming lot.

#### **ACTION REQUESTED**

The action requested of the Village Board by the Plan Commission is to approve the attached CSM. One edit that will need to be made to the CSM is to change the Village Clerk to Jenna Peter from Cassie Smith for signature for the Plan Commission and Village Board approval.

Attachments

## STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: June 13, 2024

### **General Information:**

**Agenda Item: 6.d.**

**Applicant/Property Owner:**

Joseph Grasc Development LLC in  
c/o Joe Grasc

**Requested Action:**

Recommendation to the Village  
Board to approve a lot combination  
Certified Survey Map.

**Current Zoning:**

B-2 Downtown Business District

**Current Master Plan Classification:**

Community Commercial

**Surrounding Zoning/Land Use:**

North: B-2 Downtown Business  
District

South: B-2 Downtown Business  
District

East: Savoy Court/B-2 Downtown  
Business District

West: W. Wisconsin Ave/B-2  
Downtown Business District

**Lot Size:**

Existing: .17-acres (7,405 sq. ft.) and  
.10-acres (4,417 sq. ft.)

Proposed: .26-acres (11,124 sq. ft.)

**Location:**

115 & 119 W. Wisconsin Avenue

---

### **Discussion:**

These two properties are under common ownership. The proposed new lot results in less extent of nonconformity as to the offsets of existing improvements from the lot line that currently separates them. This lot combination results in two existing legal nonconforming lots (as to minimum required lot size and lot width) becoming a single and conforming lot.

*Excerpt Waukesha County GIS Aerial Map View – 115 & 119 W. Wisconsin Avenue*



*Google Map Street View – 115 & 119 W. Wisconsin Avenue*



**Recommendation:**

The Planner raises no objections to the certified survey map as presented.



Village of Pewaukee Plan Commission  
Engineer's Report for June 13, 2024

**Joseph Grasc Development, LLC**  
**Certified Survey Map (combination)**  
**115 & 119 W. Wisconsin Avenue**

**Report**

Mr. Grasc has submitted a CSM to combine two existing properties into one lot. I have reviewed the CSM for conformance to Village and State requirements and find that the CSM is in order.

**Recommendation**

I recommend approval of the Certified Survey Map stamped and signed by Dennis Sauer on April 25, 2024.

Tim Barbeau, P.E., P.L.S.  
Village Consulting Engineer  
June 5, 2024

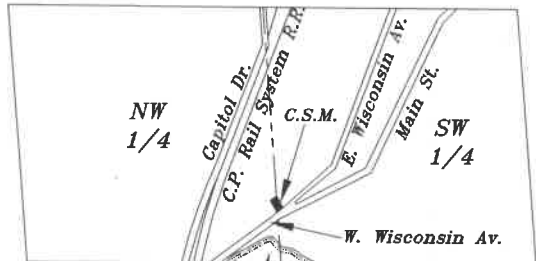
# CERTIFIED SURVEY MAP NO.

Being a combination of Lot 6 & Lot 7 and the Northwesterly 18.50 feet of Lot 8, Block 1 of Map of Savoy's Subdivision, being a part 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 in the Village of Pewaukee, Waukesha County, Wisconsin.

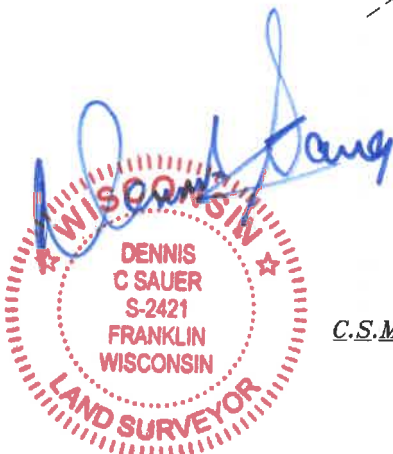
## VICINITY MAP

Sec. 9-7-19

Scale: 1"=2000'



Pewaukee Lake



April 25, 2024

## NOTES:

✚ Denotes Cross Found on Conc. Post

● Denoted 1" x 24" iron pipe set, weighing 1.13lbs/lin. ft. min.

Map bearings refer to Grid North of the Wisconsin State Plane Coordinate System, South Zone (NAD27), with the North line of the SW 1/4 of Section 9, T7N, R19E having an assumed bearing of N 85°45'34" E.

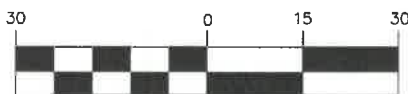
## Prepared for:

Joseph Grasc Development, LLC.  
Joseph Grasc, Managing Partner  
W284 N3234 Lakeside Road  
Pewaukee, WI 53072-3318

## Prepared by:

Dennis C. Sauer P.L.S.-2421  
Metropolitan Survey Service, Inc.  
8482 S. 76th St.  
Franklin, WI 53132  
(414) 529-5380

## GRAPHIC SCALE



( IN FEET )

1 inch = 30 ft.

J<sub>TM</sub>

M\CERTIFIED SURVEY MAPS\Pewaukee\114960(HCI)\114960-CSM0.dwg

NE Corner, SW 1/4  
Sec. 9, T7N, R19E  
(Conc. Mon. w/Brass Cap)  
N: 399,470.92  
E: 2,463,518.15



S.E. 11.5'

Lot 8

Lot 9 & 10

Block 1

Map of Savoy's Subdv.

Lot 1  
C.S.M. No. 11229

Lot 1  
11,124 sq. ft.  
0.26 acres

Exist.  
Garage

Exist.  
Building  
#115

Exist.  
Building  
#119A

Exist.  
Building

West Wisconsin Avenue  
(Var. R.O.W.)

E. Witness Corner  
to the NW Corner  
of the SW 1/4  
Sec. 9, T7N, R19E  
(Conc. Mon. w/Brass Cap)  
N: 399,501.16  
E: 2,463,926.04

NW Corner, SW 1/4  
Sec. 9, T7N, R19E  
N: 399,470.92  
E: 2,463,518.15  
(in Pewaukee Lake)

**CERTIFIED SURVEY MAP**

Being a combination of Lot 6 & Lot 7 and the Northwesternly 18.50 feet of Lot 8, Block 1 of Map of Savoy's Subdivision, being a part 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 in the Village of Pewaukee, Waukesha County, Wisconsin.

**SURVEYOR'S CERTIFICATE**

STATE OF WISCONSIN)  
WAUKESHA COUNTY) SS

I, Dennis C. Sauer, Professional Land Surveyor, do hereby certify:

That I have surveyed, divided, combined and mapped a combination of Lot 6 & Lot 7 and the Northwesternly 18.50 feet of Lot 8, Block 1 of Map of Savoy's Subdivision, being a part 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 in the Village of Pewaukee, Waukesha County, Wisconsin, bounded and described as follows:

Commencing at the east witness corner to the Northwest corner of said Southwest 1/4; thence N 85°45'34" E along the north line of said Southwest 1/4, 100.16 feet; thence N 61°07'50" E, 11.06 feet to the northeasterly right-of-way line of West Wisconsin Avenue and the point of beginning of the lands to be described; thence continuing N 61°07'50" E, 145.40 feet to the southwesterly right-of-way line of Savoy Court; thence S 35°35'49" E along said southwesterly right-of-way line, 78.51 feet; thence S 61°07'50" W, 136.61 feet to the northeasterly right-of-way line of West Wisconsin Avenue; thence N 45°35'11" W along said northeasterly right-of-way line, 50.29 feet; thence N 35°35'49" W along said northeasterly right-of-way line, 30.01 feet to the point of beginning.

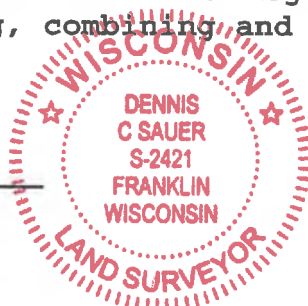
Said lands containing 11,124 square feet or 0.26 acres.

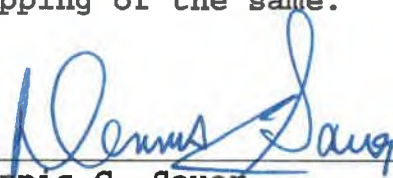
That I have made such survey, division, combination and map by the direction of Joseph Grash Development, LLC., owner of said lands.

That such map is a correct representation of all exterior boundaries of the land surveyed and the land division and combination thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes and the Regulations of the Village of Pewaukee, in surveying, dividing, combining and mapping of the same.

April 25, 2024  
Date



  
Dennis C. Sauer  
Professional Land Surveyor S-2421

THIS INSTRUMENT WAS DRAFTED BY:  
Dennis C. Sauer, S-2421

**CERTIFIED SURVEY MAP** \_\_\_\_\_

Being a combination of Lot 6 & Lot 7 and the Northwesterly 18.50 feet of Lot 8, Block 1 of Map of Savoy's Subdivision, being a part 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 in the Village of Pewaukee, Waukesha County, Wisconsin.

**CORPORATE OWNER'S CERTIFICATE**

Joseph Grasc Development, LLC., as owner, does hereby certify that it caused the land described on this map to be surveyed, divided, combined, mapped and dedicated as represented on this map in accordance with Chapter 236.34 of the Wisconsin State Statutes and the Regulations of the Village of Pewaukee.

IN WITNESS WHEREOF, the said Joseph Grasc Development, LLC., has caused these presents to be signed at \_\_\_\_\_, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Joseph Grasc, Managing Partner

STATE OF WISCONSIN)  
WAUKESHA COUNTY ) SS

PERSONALLY came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, Joseph Grasc, Managing Partner of Joseph Grasc Development, LLC., to me known to be the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public State of Wisconsin  
My Commission Expires: \_\_\_\_\_

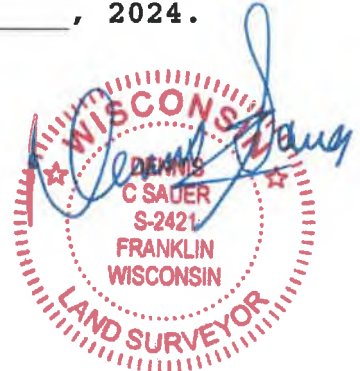
**CONSENT OF CORPORATE MORTGAGEE - JOSEPH GRASCH DEVELOPMENT, LLC.**

SUMMIT CREDIT UNION, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing, combining and mapping of the land described on this map and does hereby consent to the above certification of owner.

IN WITNESS WHEREOF, the said Summit Credit Union, has caused these presents to be signed by Craig Plazak, VP, Market Manager, at \_\_\_\_\_, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

SUMMIT CREDIT UNION:

\_\_\_\_\_  
Craig Plazak  
VP, Market Manager



April 25, 2024

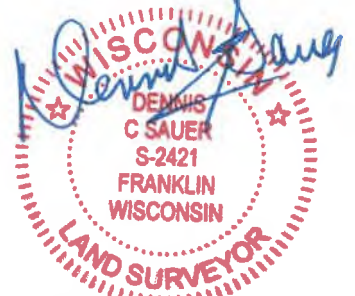
CERTIFIED SURVEY MAP \_\_\_\_\_

Being a combination of Lot 6 & Lot 7 and the Northwesternly 18.50 feet of Lot 8, Block 1 of Map of Savoy's Subdivision, being a part 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 in the Village of Pewaukee, Waukesha County, Wisconsin.

STATE OF WISCONSIN)  
\_\_\_\_\_ COUNTY) SS

PERSONALLY came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, Craig Plazak, VP, Market Manager, to me known to be the person who executed the foregoing instrument and to me known to be such officer of said corporation and acknowledged the same.

Notary Public - State of Wisconsin  
My Commission Expires: \_\_\_\_\_



PLAN COMMISSION APPROVAL

April 25, 2024

APPROVED by the Plan Commission of the Village of Pewaukee, on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
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 Statutes relating to the 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 \_\_\_\_\_, 2024.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date





To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: June 27, 2024

Re: Agenda Item 8b, Discussion and Possible Action on Scheduling Special Village Board Meeting  
for Continuation of Cecelia Homes, LLC Fire-EMS Protection Fee Appeal

---

#### **BACKGROUND**

The Village Board requested additional information from Baker-Tilly regarding this appeal at the May 21, 2024 special meeting. Staff has received the requested information and is now requesting that a meeting date to continue the hearing be scheduled. It may be helpful if a couple dates could be considered to provide options for a representative from Baker Tilly to attend presuming this will be desired by the Village Board.

#### **ACTION REQUESTED**

The action requested of the Village Board is to consider selecting multiple dates as options for scheduling a special Village Board meeting to continue deliberation on the appeal of 1061 Cecelia Drive as it relates to the determination of the calculation of ESEs assigned.



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: June 27, 2024

Re: Agenda Item 8c, Discussion and Possible Action on Scheduling Special Village Board Meetings for Strategic Planning Workshop

---

#### **BACKGROUND**

The Village Board held a workshop this past Tuesday, June 25<sup>th</sup> to review the draft revisions to the strategic plan. A second workshop is requested to review and possibly finalize the updates for the strategic plan.

#### **ACTION REQUESTED**

The action requested of the Village Board is to consider scheduling special Village Board meeting on Tuesday, July 23<sup>rd</sup> from 4PM – 6PM for the purpose of reviewing updates to the Village's strategic plan.



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: June 26, 2024

Re: Agenda Item 8d, Discussion and Action on Proposed Purchase of Bulletin/Information Board  
for Laimon Family Lakeside Park

---

#### **BACKGROUND**

This matter is on the agenda at the request of Trustee Grabowski with the goal of helping to facilitate information sharing regarding the lake near the launch at Laimon Park. Staff will look to Trustee Grabowski to facilitate the discussion on this matter.

#### **ACTION REQUESTED**

The action requested of the Village Board is to review the information to be shared on this matter by Trustee Grabowski and to provide action as the Village Board may desire regarding the proposed bulletin/information board.





To: Jeff Knutson, Village President  
Village Board

From: Cassie Smith  
Village Clerk

Date: June 26, 2024

Re: Agenda Item \_\_\_\_\_, Issue Mobile Home/Trailer Park License

---

### **BACKGROUND**

The Village Board is the ruling body responsible for approving Mobile Home/Trailer Park License applications. To comply with the current ordinance there is a requirement to bring the request to the Village Board for approval.

### **ACTION REQUESTED**

To approve a Mobile Home/Trailer Park License for Pewaukee Lake Estates located at 630 W. Wisconsin Ave for the July 1, 2024 – June 30, 2025, license period.

### **ANALYSIS**

Ord. 18.161(e):

By filing the application for licensure, the applicant shall be deemed to have consented to an inspection prior to the issuance of the license by an authorized representative of the village for the purpose of determine whether or not the proposed licensee meets the requirements of the Village of Pewaukee Municipal Code. The village board may issue or deny a license in the exercise of its sole discretion having due regard for the effect of the establishment of such trailer camp or mobile home park upon the public, health, safety and welfare of the village in accordance with the terms of [division 10](#) of [chapter 40](#) of the Municipal Code of the Village of Pewaukee.

The Mobile Home/Trailer Park License is being presented for approval contingent on the approval of the City of Pewaukee's Building Services, Police, and Fire Department.



**To:** Jeff Knutson, Village President  
Village Board

**From:** Jenna Peter  
Village Clerk

**Date:** June 27, 2024

**Re:** Agenda Item \_\_\_\_8g\_\_\_\_, Food Vendor License

---

**BACKGROUND**

Listed below is the application received for the Brewfinity Beer Garden. The below food vendor will be serving food for their event on July 12, 2024. The event has been approved by the Parks and Rec Department.

**ACTION REQUESTED**

To approve the Food Vendor Permit application(s) as presented:

**Brewfinity Beer Garden – July 12, 2024**

1. Big Dawg's Hotdogs, LLC. – Precooked hotdogs and chips.

**ANALYSIS**

The Food Vendor application is being recommended for approval as presented.