VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING:	**GENERAL GOVERNMENT & FINANCE COMMITTEE**
DATE AND TIME:	**TUESDAY, January 20, 2015** **5:30 p.m.**
LOCATION:	**Germantown Village Hall Board Room** **N112 W17001 Mequon Road**

I. **CALL TO ORDER:** This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for discussion and action.

II. **ROLL CALL:** Chairperson Zabel, Trustees Baum, Kaminski, and Vanderheiden.

III. **APPROVAL OF MINUTES:** December 16, 2014 meeting.

IV. **PUBLIC COMMENT:** Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this municipality that there be a three minute time period, per person, with time extensions per the Chief Presiding Officer's discretion; be further advised that there may be limited discussion on the information received, however, NO ACTION will be taken under public comments.

V. **UNFINISHED BUSINESS:**

VI. **NEW BUSINESS:**

A. Recreation Supervisor Job Description
B. Approval of Investment Advisory Agreement – Ken Herdeman, Ehlers Investment Partners Feb 2015 – Jan 2016
C. Review 2015 Capital Items
D. Review of Timeline for Borrowing and Overall Debt
E. Letter of Engagement to Retain Ehlers as Dissemination Agent for Issuer Continuing Disclosure Required Under Securities and Exchange Commission (SEC) Rule 15c2-12 (the "Rule")
F. Non-Union Employee Compensation Increases
G. Approval of Workforce Health Services Agreement 2015 – Occupational Health Screening & Assessment Services
H. Public Grant Program Policy – *Discussion and Possible Action*

VII. **REPORTS:**

A. MONTHLY, YEAR TO DATE FINANCIALS
   1. Revenue and Expense Report – All Funds
   2. Health and Dental Plans

B. IMPACT FEES FINANCIAL REPORTS

C. ACCOUNTS PAYABLE

D. MONTHLY CODE VIOLATION REPORTS
   1. Building Inspection Department
   2. Planning Department

E. C.I.P. PROJECTS

F. LETTER OF CREDIT SUMMARIES
   1. Building Inspection Department
   2. Public Works Department
   3. Planning Department

G. SUMMARY OF ALL VILLAGE CONTRACTS

VIII. **NEXT MEETING:** Tuesday, February 17, 2015 at 5:30 p.m.

IX. **ADJOURNMENT:**

PLEASE NOTE *that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Village Clerk at 250-4740.*

Notice is given that a majority of the Village Board may attend this meeting to gather information about an agenda item over which they have decision making responsibility. This may constitute a meeting of the Village Board per State ex. Rel. Badke v. Greendale Village Board, even though the Village Board will not take formal action at this meeting.

VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
December 16, 2014

CALL TO ORDER: The meeting was called to order at 5:30 p.m. by Chairperson Zabel.

ROLL CALL: Chairperson Zabel and Trustee Member Kaminski were present. Trustees Baum and Vanderheiden were excused. Trustee Miller replaced Trustee Baum in his absence. Also present: Administrator Schornack, Finance Director Rath, Park and Recreation Director Casperson, Planning Director Retzlaff and Deputy Clerk Tamborino.

APPROVAL OF MINUTES: ***Motion (Kaminski/Miller) to approve the minutes from the November 17, 18 and December 1, 2014 meetings, motion carried.***

PUBLIC COMMENT: No one addressed the Committee.

UNFINISHED BUSINESS:
REVIEW AND APPROVE REVISIONS TO "ELECTRICAL INSPECTOR" JOB DESCRIPTION (COMMUNITY DEVELOPMENT DEPARTMENT): Planner Retzlaff reviewed the proposed revisions to the "Building/Plumbing/Electrical Inspector II" description seeking approval to replace the "Electrical Inspector" job description. This revised position would include all aspects of building inspection as well as property maintenance and erosion control, requiring a higher level of education, experience and certification in commercial building inspections than the Building/Plumbing/Electrical Inspector I job description. ***Motion (Kaminski/Miller) to approve the revisions to the Electrical Inspector job description and change it to the Building/Plumbing/Electrical Inspector II job description, motion carried.***

NEW BUSINESS:
LOCAL GOVERNMENT PROPERTY INSURANCE FUND PREMIUM 2015: Finance Director Rath is requesting the Property Insurance Premium payment be made in 2014 before January 1, 2015 to save 1% or approximately $400. ***Motion (Kaminski/Miller) to approve paying the invoice early from the State of Wisconsin Office of the Commissioner of Insurance to save 1%, motion carried.***

ALT BAUER PARKING LOT – CHANGE ORDER: Park and Recreation Director Casperson stated the Alt Bauer Parking Lot project is 86% complete. The project still needs a second asphalt lift and restoration. That portion will be completed in 2015. To ensure the asphalt portion of the parking lot would not fail, the contractor had to remove additional subgrade material. As a result of this, the project is over budget by $2,010.18. ***Motion (Miller/Kaminski) to approve the change order in the amount of $2,010.18 and to use the funds from the Freistadt Road Bridge Project/DOT refund, motion carried.***

SPASSLAND FITNESS EQUIPMENT - PURCHASE: Park and Recreation Director Casperson stated this was a project that started back in 2010. The Friends of Parks and Recreation donated $9,006.72 toward the purchase of new equipment with the understanding the Village would match their donation. The best quote for fitness equipment received was from Lee Recreation in the amount of $17,381.00. Lee Recreation will store the equipment over the winter and the Public Works staff will install the equipment in the spring of 2015. ***Motion (Kaminski/Miller) to recommend Village Board approve the purchase from Lee Recreation LLC in the amount of $17,381.00, motion carried unanimously.***

REPORTS:
Monthly Year to Date Financials:

Revenue and Expense Report – All Funds: Finance Director Rath reviewed the payables with the Committee stating the bottom line looks great right now but a lot of these accounts carry over to 2015 closing out the year usually in February. Revenues for the Inspection department are all positive and have helped.

Health and Dental Plans: Finance Director Rath reviewed the Health and Dental Plans. Health and Dental claims will be received in the next couple months that will be deducted in 2014 yet.

Impact Fees Financial Reports: Finance Director Rath reviewed the report with the Committee. The Police department mentioned they will be putting a second level on their garage. A plan is needed to be able to keep the funds longer than 7 years.

Accounts Payable: The Accounts Payable report was reviewed and placed on file.

Monthly Code Violation Reports: Building Inspection Department and Planning Department: The Committee reviewed the Code Violation Reports.

C.I.P. PROJECTS: Road projects will be carried over to next year. Kim Rath sent out an email to Department Directors regarding any project's status having more invoices.

Letter of Credit Summaries: Building Inspection Department, Public Works Department, and Planning Department; The Committee reviewed the report.

Summary of all Village Contracts: The Committee reviewed the report.

NEXT MEETING: Tuesday, January 20, 2014 at 5:30 p.m.

ADJOURNMENT: There being no further business, the meeting adjourned at 6:13 p.m.

Respectfully Submitted,
Timmerly Tamborino
Deputy Clerk

VI. A

GENERAL GOVERNMENT & FINANCE COMMITTEE
GERMANTOWN, WI

MEETING DATE: January 20, 2015

AGENDA ITEM: New Business

ITEM TITLE: Recreation Supervisor Job Description

SUBMITTED BY: Justin Casperson, Park & Recreation Director

SUMMARY:
On November 26, 2014 Recreation Supervisor Joe Masiarchin resigned after 17 years of employment (10 years part-time, 7 years full-time) with the Village of Germantown. During this transition it is a good time to review job descriptions and realign duties. The current job description for the Recreation Supervisor is outdated. The description was written in 2002 and contains terms and items no longer practiced.

ATTACHMENT:
Job Description

RECOMMENDATION:
On December 10, 2014 the Park and Recreation Commission forwarded, with a positive recommendation, the approval the revised Recreation Supervisor job description to the General Government and Finance Committee.

Village of Germantown
Position Description

Job Title: Recreation Supervisor

Department: Parks and Recreation

Reports to: Park and Recreation Director

Compensation Plan: Non-Union

FLSA Status: Exempt

Selection: Park and Recreation Director

Date Modified: June 2, 2002

GENERAL STATEMENT OF DUTIES:
Responsible for the development, organization and coordination of community recreation programs, activities and special events. ~~Responsible for the planning, coordinating and supervising of the year-round public recreational activities for all ages; performs related work as required.~~

DISTINGUISHING FEATURES OF THE CLASS:
The work entails the general planning, development and supervision of recreation programs at various locations throughout the Village. Introduces staff to programs, equipment and facilities, trains personnel and assists the Park & Recreation Director in interpreting the recreational needs of the community.

SUPERVISION RECEIVED:
Work under the general supervision of the Park & Recreation Director.

SUPERVISION EXERCISED:
Exercise supervision over the various seasonal *and part-time* recreation ~~program staff~~ *employees and volunteers.*

EXAMPLES OF DUTIES PERFORMED:
This list of duties and responsibilities is not all inclusive and may be expanded to include other duties and responsibilities, as management may deem necessary.

- *Develop, organize and coordinate the implementation of community recreation programs, activities and special events;*
- *Serve as spokesperson to the public, media, businesses, and governmental inquiries about the Recreation Department;*
- *Recruit, interview, hire, supervise, coordinate, train, evaluate, discipline, and certify employees and volunteers for the development and implementation of community recreation programs;*
- *Advise the Director regarding matters involving budgeting, purchasing, personnel, and labor relations;*

- *<u>Serve as a member of various committees, as assigned;</u>*
- ~~Assists the Director with the promotion, planning, coordinating and evaluation of the year-round recreation programs and activities;~~
- ~~Recruits, and interviews, and recommends to the Director the specific personnel to be hired for the recreation programs;~~
- ~~Trains, advises, and evaluates the recreation program employees. Supervises program coordinators, part-time and seasonal employees in the implementation of the recreation programs;~~
- ~~Plans, organizes and supervises (either directly or indirectly through program staff) the recreation programs. Evaluates all programs, including equipment and facility needs, and makes related program policy recommendations to the Director;~~
- ~~Recruit, train, and supervise volunteer coaches assigned to the recreation programs.~~
- ~~Assists the Director with the implementation of the WYSCO Youth Sport Coaches Organization Certification program within the community;~~
- ~~Serves as department representative on the Germantown Youth Futures Board of Directors;~~
- ~~Works with the Youth Futures Activities Sub-Committee in the planning, organizing, and supervising of recreational activities for teens of the community;~~
- ~~Serves as department representative and treasurer for the Kids Klub After School Program Committee;~~
- Schedule and coordinate the use of facilities ~~utilized~~ for recreation programs ~~including parks, schools, etc.~~
- Assist the Director in preparing and maintaining the recreation department budget;
- Prepare and justify program budgets and make recommendations to the Director on fees and charges;
- Submit financial reports on revenues and expenditures at conclusion of programs;
- Assist with various administrative functions including billing, payroll, ordering of equipment and supplies;
- Prepare and implement communications and promotional materials ~~for the recreation programs;~~
- Prepares the seasonal recreation program brochures;
- Purchase, ~~request,~~ maintain and disseminate equipment to facilities and staff.
- Assist in the planning and coordinating of registration for seasonal recreation programs;
- ~~Assists the director in evaluating~~ *<u>Evaluate</u>* existing programs and determine ~~determining~~ the need and scope of future recreation programs;
- ~~Respond to citizen requests and complaints concerning recreational activities;~~
- Maintain a friendly and cooperative relationship with Village and School District officials and staff, community organizations and the public;
- *<u>Attend public meetings and advise the Board and committees on appropriate action needed;</u>*
- Attend various *<u>functions</u>* ~~meetings as required with the recreation programs~~ or as requested by the Park & Recreation Director;
- *<u>Perform a variety of clerical functions as needed to accomplish work routines as follows, including filing; posting and or logging information to manual or automated records; processing mail; ordering supplies; duplicates and distributes materials; collating and assembling documents; and photocopying, scanning and faxing documents;</u>*

- *Coordinate registration of recreation programs and assist in Department registration process;*
- *Perform a variety of miscellaneous duties such as answer telephone inquiries, as well as receive and assist visitors at front counter;*
- Performs other related duties as directed by the Park & Recreation Director.

ESSENTIAL KNOWLEDGE, SKILLS AND ABILITIES:

Good knowledge of philosophies, practices and principles of public recreation in order to develop, coordinate, implement, supervise and evaluate year-round activities for all ages; ability to hire and supervise seasonal and part-time employees, provide training and evaluate performance; ability to prepare and maintain a program budget; knowledge of facilities and equipment necessary in public recreation programs in order to determine needs, make recommendations to the Director and ensure proper maintenance; ability to develop and maintain an effective relationship with the public; ability to communicate both verbally and in writing. ~~Computer literate and capability to work with various computer programs such as Rec Trac, Word, Word Perfect, Publishing Programs, etc.~~

DESIRED EXPERIENCE AND TRAINING:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

~~Some experience in coordinating and supervising recreation activities, preferably in a community setting; Bachelor's Degree in Recreation Administration, Physical Education or related fields; one-two years in public recreation program planning and supervision preferred; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities; National Certification through the NRPA (National Recreation & Park Association) as a Certified Park & Recreation Professional is desired.~~

Education and/or Experience

- *An Associate's or Bachelor's Degree from an accredited school in recreation, education, or a closely related field and two years increasingly responsible experience in recreation, education or related work, that provides requisite knowledge, skills and abilities for this position; or High school diploma or equivalent, and seven years increasingly responsible experience, or any equivalent combination of related education and experience, in recreation, education or related work, that provides requisite knowledge, skills and abilities for this position;*
- *A valid WI driver's license.*

Supervisory Skills

- *Ability to advise and provide interpretation regarding the application of policies, procedures, and standards to specific situations.*
- *Ability to instruct, assign, review and evaluate the work of others, and ability to discipline employees.*
- *Ability to develop and convey orders and instructions.*
- *Ability to counsel, mediate, and provide supervision and to maintain positive working relationships and supervisor-subordinate relationships.*

Language Skills
- *Ability to professionally communicate orally and in writing with the Department Director, staff, volunteers, other Village departments, and officials, community groups, Chamber of Commerce, schools, local businesses, media, and the public.*
- *Ability to comprehend and interpret complex data and information, such as Budgets and Contracts, using established criteria, in order to determine consequences and to identify and select alternatives. Ability to compare, count, differentiate, measure, copy, record and transcribe data and information. Ability to classify, compute, tabulate, and categorize data.*
- *Ability to communicate in a manner to persuade, convince, and/or train others and to advise, interpret and apply policies, procedures and standards to specific situations.*
- *Ability to utilize and apply a variety of advisory data and information such as code manuals, Village ordinances, directories, policies, State statutes, procedures, guidelines and non-routine correspondence.*
- *Ability to prepare a variety of documents including reports, budgeting documents, personnel documents, and program documents*

Mathematical Skills
- *Ability to calculate percentages, fractions, decimals, volumes, ratios, present values, and spatial relationships. Ability to interpret basic descriptive statistical reports.*

Reasoning Ability
- *Ability to use functional reasoning in performing influence functions.*
- *Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria.*
- *Ability to work well under pressure and handle stressful situations, to organize work and set priorities, managing time and resources to meet deadlines and changing demands within the entire operation of administrative services, perform duties with a minimum of supervision.*

Other Qualifications
- *Proficiency in typing, computers and electronic data processing.*
- *Working knowledge of modern office practices and procedures and Microsoft Office, including Word, Excel, PowerPoint and Outlook.*
- *Ability to effectively meet and deal with the public.*
- *Artistic and creative skills desirable.*
- *Ability to perform bookkeeping duties accurately.*
- *Ability to work effectively in cooperation with fellow employees as a member of the supervisory team.*
- *Ability to work in and maintain an environment that may deal with sensitive and confidential information.*

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; stand for long periods;

use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms.

- Specific vision abilities required by this job include close vision, ability to adjust focus, *and the ability to sustain prolonged visual concentration.*
- *Requires the ability to operate, maneuver and or provide simple but continuous adjustment on equipment, machinery and tools such as computer and other office machines, and or materials used in performing essential functions.*
- *Ability to coordinate eyes, hands, feet and limbs in performing slightly skilled movements such as typing and to operate various pieces of office equipment.*
- *Ability to recognize and identify degrees of similarities and differences between characteristics of colors, shapes and textures associated with job-related objects, materials and tasks.*
- *The employee must exert light physical effort in sedentary to light work, occasionally involving lifting, carrying, pushing, pulling, crouching, crawling, kneeling, stooping and or moving up to 50 pounds.*

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- This work environment has a moderate noise level.
- *Ability to work under generally safe and comfortable conditions where exposure to environmental factors such as repetitive computer keyboard use, irate individuals and intimidation may cause discomfort and poses limited risk of injury.*

Nothing in this job description limits management's right to assign or reassign duties and responsibilities to this job at any time. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

VI. B

BUSINESS OF THE VILLAGE OF GERMANTOWN
THE GENERAL GOVERNMENT & FINANCE COMMITTEE

MEETING DATE: January 20, 2015

ITEM TITLE: Ehlers Investment Advisery Agreement Renewal

SUBMITTED BY: Kim Rath, Finance Director

SUMMARY EXPLANATION:

An renewal advisery agreement was submitted by Ken Herdeman of Ehler's Investment Partners for 2015. There aren't any changes from the previous agreement. Ken Herdeman will also present a summary of the Village investments since he's partnered with us.

ATTACHMENT: ORDINANCE____ RESOLUTION ___ OTHER _____

RECOMMENDATION:

Approval, with signature authorization by Finance Director

ACTION BY Committee

EHLERS
INVESTMENT PARTNERS

Managing Investments for your Community's Future

INVESTMENT ADVISERY AGREEMENT

Village of Germantown, WI
N112 W17001 Mequon Road
PO Box 337
Germantown, WI 53022

The Village of Germantown, WI ("Client") hereby employs **Ehlers Investment Partners, LLC (f/k/a BBE Community Investment Partners, LLC)** ("Adviser"), a subsidiary of Ehlers Companies as investment adviser for the investment account described below on the following terms and conditions:

1. **Appointment of Adviser.** Client hereby retains Adviser as an investment adviser to provide services in accordance with the terms and conditions set forth in this Agreement, and Adviser agrees to perform the services as specified in the Agreement. This Agreement shall remain in effect for one year from the Effective Date, until it is terminated in writing by either party in accordance with the terms of this Agreement or it is replaced by a new agreement, whichever comes first.

2. **Services**. Adviser agrees to assist Client in establishing an investment account comprised of investments defined as permissible investments under **Wisconsin** statutes and Client's Investment Policy. If Client does not have an Investment Policy prior to the execution of this Agreement, Adviser will assist Client in preparing one. After the account is opened, the Adviser representative assigned to the account shall regularly monitor the account and make investment strategy recommendations based on the specific needs and investment goals of Client, in accordance with the Client's Investment Policy. This shall generally include:

   - Assisting Client in establishing investment objectives, consistent with Client's risk tolerance, financial needs and goals, and the Client's Investment Policy.
   - Assisting Client in establishing asset allocation mix based on Client's financial position, cash flow, risk preference, time horizon, and the attached Investment Policy.
   - Setting up a Client safekeeping account ("Account"), as defined below, with a qualified bank, brokerage firm or other financial institution ("Custodian').
   - Transfer of assets to and from Custodian Account, as directed by Client, for safekeeping.
   - Implementation of trades and account management, subject to the limitations described in paragraph 4.
   - As requested by Client, Adviser will prepare periodic performance reports on the Account.
   - Schedule review meetings as needed to update Client's ongoing financial planning and investment progress.
   - Adviser may contract with a third – party, at the direction of Client, to provide money market mutual funds, certificates of deposit (collateralized or uncollateralized) and other securities, as applicable.
   - Adviser may, with direction from Client, prepare a cash flow forecast to aid in determining funds available for investment.

3. **Nature of the Relationship.** Adviser is a Registered Investment Adviser ("RIA)") with the Securities and Exchange Commission ("SEC") and Financial Industry Regulatory Authority ("FINRA"). Adviser is regulated by and required to follow rules set forth by the SEC and FINRA. Accordingly, this Agreement sets forth the terms of the relationship between Adviser and Client. It also identifies and imposes certain rights and obligations on both parties.

   Adviser is a fiduciary which requires a duty of loyalty to Client by Adviser. Such duty requires the Adviser to disclose any conflicts of interest that might impair Adviser's ability to satisfy the duty of loyalty to Client. Adviser is not aware of any conflicts of interest at this time.

   In the event any potential conflicts arise, Adviser agrees to promptly disclose them. Client agrees that it will carefully consider any such conflicts, will seek independent advice if it determines it is appropriate, and will, in a writing executed by an official of Client with authority to bind Client by contract, specifically acknowledge the conflict(s) and authorize Adviser to proceed if Client deems it appropriate and the conflict is manageable.

   Adviser also has a proposed duty to exercise due care in providing any Services. To do that, Adviser will require certain information from Client. Client agrees that it will make information that is in its control available to Adviser and will authorize where necessary third parties to provide information without cost to Adviser.

   Client will also be informed whether an affiliate Company of Adviser will provide advice, service or a product related to the Agreement. Adviser hereby informs client that Ehlers Companies solely owns Adviser and two other subsidiaries, Bond Trust Service Corporation providing paying agent services as well as Ehlers, a registered municipal Adviser providing financial Advisory services to municipalities. It is not anticipated that either affiliate will be used for this Agreement. If either were needed, Client will be asked to determine whether or not they wish to retain either of these affiliates to provide service. If either were to be retained, they would be retained under a separate agreement. Adviser, Bond Trust Service Corporation or Ehlers do not share fees.

4. **Authority.** Adviser shall direct, with Client's oral or written approval, the investment and reinvestment of the assets in the Account in securities and cash or cash equivalents. Client understands that neither Adviser nor its representatives shall exercise any discretionary authority with respect to the Account or transactions. Client may at any time deposit additional funds and/or securities with Custodian so as to increase the Account of Client. Client may also withdraw funds and/or securities from the Account by giving notice to Adviser and/or Custodian.

5. **Definition of Account and Custody of Account Assets**. The Account shall consist of securities and cash or cash equivalents and other assets of the Client which are;
    - Held in a separately designated management account by Custodian at the effective date of this Agreement, and any proceeds there from or additions thereto, and less any losses thereon or withdrawals there from.
    - Any other securities, cash, cash equivalents or other assets so designated by Client as belonging to the Account.

    Adviser shall not act as custodian for the Account or any portion thereof. All transactions shall be consummated by payment to, or delivery by, Custodian or Client of all cash, securities and other assets due to or from the Account. Custodian or Client, and not Adviser, shall be responsible for investing any daily cash balances in the account. Adviser shall notify Custodian and Client in writing as to those persons authorized to act on behalf of Adviser and may issue such instructions to Custodian and Client as may be appropriate in connection with the settlement of the transactions initiated by Adviser pursuant to paragraphs 2 and 4 of this Agreement.

6. **Information and Responsibilities of Client.** Client agrees to notify Adviser promptly of any significant change in the information provided by Client and/or Client's Investment Policy or any other significant change in Client's financial circumstances or investment objectives that might affect the manner in which Client's account should be invested. Client also agrees to provide Adviser with such additional information as Adviser may request from time to time to assist it in advising Client. Client acknowledges that Adviser cannot adequately provide the services requested by Client unless Client provides such information completely and candidly, and that the value of Adviser's analyses and recommendations depends entirely upon the adequacy and accuracy of the information provided by the Client. Client agrees to permit the Adviser to consult with and obtain information about Client from Client's accountant, attorney and such Advisers (subject to paragraph 21 of this Agreement) and to rely upon such information without verification.

7. **Investment Objectives and Restrictions.** Client has specified, as outlined in their Investment Policy, the investment objectives and any specific investment restrictions and limitations which govern the Account. It shall be Client's responsibility to inform Adviser in writing of any changes or modifications in the investment objectives of the Account as set forth in the Investment Policy as well as any additional investment restrictions and limitations applicable thereto and to give Adviser prompt written notice if Client deems any investment made for the Account to be in violation of such objectives or restrictions and limitations. Adviser agrees to communicate its investment strategy for the Account and any changes thereto, in writing, to Client, and, if necessary, to meet with Client to review the Account's investment activity or to advise of changes in Adviser's investment strategy.

8. **Reports to Client.** Advisor shall provide to Client, and/or, as applicable, Client authorizes and directs Advisor to instruct Custodian on Client's behalf to provide to Client, trade confirmations, statements, reports, required regulatory notices and any item listed on attached Schedule A. By providing your e-mail address (Email Address:____________________________), you consent to receive all items listed on Schedule A electronically. If an Email Address is not provided you will receive items listed on Schedule A in paper form via U.S. Mail. Client also authorizes and directs Advisor to instruct Custodian on Client's behalf to provide Advisor all copies of all periodic statements and other reports for the Account that Custodian sends to Client. Advisor, however, does not assume responsibility for the accuracy of information furnished by Client or any other party.

9. **Adviser Fees.** The compensation of Advisor shall be calculated and paid in accordance with the Schedule of Fees attached hereto. For the purposes of determining Advisor's fees, the Account's assets shall be valued as computed by Custodian at fair market value, in accordance with normal and customary industry standards deemed suitable by Custodian for this purpose. Advisor shall receive no soft dollar benefit (research or any form of compensation from a broker/dealer for directing trades to that broker/dealer) for any transaction placed on behalf of Client. Advisor will provide to Client an accounting for fees owed no later than the 10^{th} business day of each month for services billed for the previous month. Payments for services are due 30 days from invoice date. If Client has authorized Custodian to pay Advisor management fees from Client's custodial account this may be considered limited custody by Advisor for this sole purpose.

10. **Transaction Procedures.** Adviser shall arrange for the execution of securities transactions for the Account through Custodian. Transactions for the Account shall be effected independently of transactions for other clients of Adviser; provided that Adviser may (but is not obligated to) combine or "batch" transactions for Client and other clients in the same securities in order to obtain a better price or achieve other efficiencies. Client authorizes and directs Adviser to instruct all firms executing orders for Client to forward confirmations of those transactions to Custodian and Adviser. Adviser shall instruct the brokers and dealers that execute orders for the Account to send Client all transaction confirmations and that all transactions must be completed using delivery vs. payment (DVP). Adviser may give a copy of this Agreement to any broker, dealer or other party to a transaction for the Account, or Custodian as evidence of Adviser's authority to act for Client. Instructions of Adviser to Custodian shall be made in writing or, at the option of Adviser, shall be made orally and confirmed in writing as soon as practical thereafter; provided that all such instructions, written or oral, shall be issued only by persons designated from time to time by Adviser in a written instrument delivered to Custodian. Client shall provide, or instruct Custodian to provide, to Adviser such periodic reports concerning the status of the Account as Adviser may reasonably request. When placing order for the Account, subject to paragraph 12 of this Agreement, Adviser shall attempt to secure the best price and execution possible, commensurate with receiving research and other services (including quotation and information retrieval equipment) helpful to managing assets for clients.

11. **Termination: Assignment.** Subject to paragraph 30 of this Agreement, Client reserves the right to terminate this Agreement without cause at any time by giving Adviser written notice, by certified mail, at least thirty (30) calendar days prior to the date on which termination is to become effective. Adviser reserves the right to terminate this Agreement without cause at any time by giving Client written notice, by certified mail, at least one hundred twenty (120) calendar days prior to the date on which termination is to become effective. If there is just cause, Client may terminate the Agreement immediately upon written notice to Adviser, which notice shall contain a detailed description of such cause. Termination of this Agreement shall not affect (a) the validity of any action previously taken by Adviser under this Agreement; (b) liabilities or obligations of the parties from transactions initiated before termination of the Agreement (including any trades agreed to by Client, but not settled before the date on which termination is to become effective), or (c) Client's obligation to pay Adviser's fees to Adviser (pro-rated through the date of termination based on assets under management on the last statement prior to the notice of termination). This Agreement shall not be assignable by either party.

12. **Liability**. Except as may otherwise be provided by law, Adviser shall not be liable to Client for (a) any loss that Client may suffer by reason of any investment decision made or other action taken or omitted in good faith by Adviser with that degree of care, skill, prudence, and diligence under the circumstances that a prudent person acting in a fiduciary capacity would use; b) any loss arising from Adviser's adherence to Client's written instructions or the Investment Policy; or (c) any act or failure to act by Custodian, any broker or dealer to which Adviser directs transactions for the Account, or by any other third party. The federal and state securities laws impose liabilities under certain circumstances on persons who act in good faith, and therefore nothing in this Agreement shall waive or limit any rights that Client may have under those laws.

13. **Disclaimers and Limitations**. Client's investments are subject to risks associated with investing in securities, including various market, currency, economic, political and business risks. Adviser does not guarantee the performance of Client's investments or guarantee that Adviser's investment advice or strategies shall be successful or that Client's investment objectives shall be met. In the event that Client directs Adviser to use a particular broker dealer, Client agrees and understands Adviser may not be authorized under those circumstances to negotiate commissions and may not be able to obtain volume discounts or best execution. In addition, under these circumstances a disparity in commission charges may exist between the commissions charged to Clients who direct Adviser to use a particular broker or dealer.

14. **Notices.** Unless otherwise specified herein, all notices and instructions with respect to security transactions or any other matters contemplated by this Agreement shall be deemed duly given when received in writing by either party at the address set forth below its name on the signature page hereof or to such other addresses as such parties shall notify the other in writing and to Custodian at such address as it may specify to Adviser in writing, or at such other address or addresses as shall be specified. Adviser may rely upon any notice (written or faxed) that is signed by an authorized representative of Client.

15. **Representations by Client** Client represents and confirms that (a) this Agreement and the transactions contemplated hereby are authorized by the governing documents relating to the Account and that the terms hereof do not violate any obligation by which Client is bound, whether arising by contract, operation of law or otherwise, (b) this Agreement has been duly authorized by appropriate action and when executed and delivered shall be binding upon Client in accordance with its terms, (b) Client shall deliver to Adviser such evidence of such authority as Adviser may reasonably require, whether by way of a certified resolution or otherwise; and (c) the individual signing this Agreement on behalf of Client has been authorized to do so by appropriate action. Client undertakes to inform Adviser, as applicable, of any event which might affect the authority or property of this Agreement.

16. **Representation by Adviser.** The personnel of Adviser who shall be responsible for carrying out this Agreement are individuals experienced in the performance of the various functions contemplated by the Agreement and have not, within the last two years, been convicted of any crime, or pleaded nolo contendere or agreed to any consent decree with respect to any matter involving breach of trust or fiduciary duty or securities law violations. Adviser represents and warrants that (a) this Agreement has been duly authorized by appropriate action and when executed and delivered shall be binding upon Adviser in accordance with its terms, (b) Adviser shall deliver to Client such evidence of such authority as Client may reasonably require, whether by way of a certified resolution or otherwise; and (c) the individual signing this Agreement on behalf of Adviser has been authorized to do so by appropriate action.

17. **Construction and Severability.** The provisions of this Agreement are severable. If any part of this Agreement is held to be invalid or unenforceable, such holding shall not affect the validity or enforceability of any other part of this Agreement so long as the remainder of the Agreement is reasonably capable of completions.

18. **Applicable Law.** This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Wisconsin and laws, rules and regulations of Client.

19. **Record Retention and Inspection.** Adviser is required to maintain all records and documents relating to this agreement including the purchase, sale or exchange of the assets in the Account for sixty (60) months after the termination of the Agreement. During the term of this Agreement and during the sixty (60) months thereafter, Adviser must promptly provide to Client any records that comply with the terms of an open records request forwarded by Client to Adviser. Client or its designated representative has the right to inspect the records of Adviser during normal business hours with prior written notice to Adviser.

20. **Entire Agreement; Prior Agreements.** This Agreement represents the entire agreement between the parties with regard to the investment Advisory matters described herein and, except as otherwise noted herein, may not be modified or amended except by mutual written consent. This Agreement supersedes all prior understandings and agreements between Client and Adviser relating to the subject matter of this Agreement.

21. **Confidential Relationship.** All information and advice furnished by either party to the other hereunder, including their respective agents and employees, shall be treated as confidential and shall not be disclosed to third parties except as required by law.

22. **Errors and Omissions Insurance.** Adviser shall provide and maintain at its own expense during the term of this Agreement Errors and Omissions Insurance or Professional Liability Insurance covering the negligent acts, errors or omissions in the performance of professional services. Failure on the part of Adviser to produce or maintain the insurance shall constitute a material breach of contract upon which Client may immediately terminate this Agreement.

23. **Inconsistency with Law; Waiver.** If any provision of this Agreement is or should become inconsistent with any law or rule of any governmental or regulatory body having jurisdiction over the subject matter of this Agreement, the provision shall be deemed to be rescinded or modified in accordance with any such law or rule. In all other respects, this Agreement shall continue to remain in full force or effect. No waiver of a breach of any provision of this Agreement by either party shall constitute a waiver of any other breach of said provision of this Agreement. Failure of either party to enforce at any time, or from time-to-time, any provision of this Agreement shall not be construed as a waiver thereof. The remedies herein reserved shall be cumulative and additional to any other remedies in law or equity. No waiver shall be enforceable unless set forth in writing and signed by the party granting the waiver.

24. **Changes and Amendments.** No provision of this Agreement may be changed, altered, amended, or waived except by written instrument executed by the parties.

25. **Changes to Adviser Key Personnel within Adviser.** Adviser shall as soon as reasonably possible notify Client, in writing, of any changes in key personnel within its organization.

26. **Proxy Voting and Other Legal Notices.** Adviser shall not be required to take any action or render any service with respect to the voting of proxies solicited by, or with respect to, the issuer or any securities held in the Account, nor shall it be obligated to render any advice or take any action on behalf of Client with respect to securities or other investments held in the Account, or the issuers thereof, which become the subject of any legal proceedings, including bankruptcy.

27. **Services to Other Clients.** It is understood that Adviser performs investment management services for other clients. Client agrees that Adviser may direct and take actions with respect to any activity of its other clients which may differ from the direction or the timing or nature of action taken with respect to the Account so long as it is Adviser's policy, to the extent practical, to allocate investment opportunities to the Account over a reasonable period of time on a fair and equitable basis relative to other clients. Adviser is not obligated to buy, sell or recommend for Client any security or other investment Adviser, its principals, affiliates or employees may buy, sell or recommend for its or their own account or for the account of any other client. This Agreement does not limit or restrict in any way Adviser, its principals, affiliates or employees, from buying, selling or trading in any security or other investments for its own accounts.

28. **Assurance of Compliance with Appropriate Laws and Regulations at the Federal and State Level.** Adviser hereby agrees and represents that it is in compliance with all federal and state laws as they relate to this Agreement.

29. **Assurance of Compliance with Ethics Rules.** Adviser hereby agrees and represents that it is in compliance with all ethics rules as they relate to this Agreement.

30. **Rescission Upon Execution of this Agreement**. Adviser acknowledges that, notwithstanding any other provision of this Agreement, Client shall have a unilateral right to rescind this Agreement without penalty by giving written notice of rescission to Adviser in accordance with this Agreement in such a manner that the notice shall have been received by Adviser within five (5) business days next following the execution of this Agreement. For purposes of this paragraph 30, the term "business day" shall mean Monday through Friday, excluding holidays. In the event Client rescinds this Agreement in accordance with this paragraph neither party shall have any obligation or liability to the other.

31. **Certification Adviser has Read and Understands the Government's Investment Policy.** If Client has provided Adviser with an Investment Policy, Adviser hereby certifies that it has read and understands Client's Investment Policy. If the Client does not have an investment policy the applicable state law will be used as the Client's Investment Policy.

32. **Arbitration.** Any controversy or dispute arising out of or related to this Agreement, including claim of rescission hereof, shall be settled by arbitration in accordance with the rules then obtaining of the American Arbitration Association, and judgment upon the award rendered may be entered in any court having jurisdiction.

33. **Disclosure.** Client has received and reviewed a copy of this complete Agreement.

34. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original.

35. **Notice.** All notices given shall be in writing and deemed to have been given when delivered to the respective addresses within the signature block below.

Effective Date. The effective date of this Agreement is ________________.

Agreed and Accepted this _________day of ________________, 20___

Village of Germantown, WI Client	
__________________________ Signature	Ehlers Investment Partners, LLC 375 Bishops Way, Suite 225 Brookfield, WI 53005
__________________________ Printed Name	By:__________________________ Signature
__________________________ Title	Kenneth J. Herdeman Printed Name
N112 W17001 Mequon Road, Germantown, WI 53022__________ Client Address, City, State, Zip Code	President Title

Village of Germantown, WI

Investment Returns for the 12 months ending December 31, 2014

	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Total [1]
Assets Under Management	10,724,974	10,733,770	10,704,745	10,730,555	10,769,521	10,768,280	10,759,715	10,779,656	10,765,825	10,793,247	10,817,376	10,784,533	10,779,769
Gross Investment earnings at Average Weighted Yield to Maturity	9,368.49	8,465.50	9,332.63	8,717.33	9,025.98	8,751.51	8,996.74	9,016.16	8,389.38	8,962.45	9,091.04	9,273.96	107,391.17
Investment Management Fees	1,203.39	1,206.47	1,205.51	1,205.72	1,231.82	1,192.28	1,232.26	1,233.87	1,193.04	1,195.31	1,196.12	1,235.17	14,530.96
Net Investment Earnings	8,165.10	7,259.03	8,127.12	7,511.61	7,794.16	7,559.23	7,764.48	7,782.29	7,196.34	7,767.14	7,894.92	8,038.79	92,860.21
LGIP Earnings	728.71	658.73	909.17	793.77	823.20	796.56	822.45	732.43	707.89	733.35	800.19	824.35	9,330.80
Net Excess Earnings	7,436.38	6,600.30	7,217.95	6,717.84	6,970.96	6,762.68	6,942.03	7,049.87	6,488.45	7,033.79	7,094.73	7,214.44	**83,529.41**
Gross Average Weighted Yield to Maturity	1.0285%	1.0281%	1.0265%	0.9884%	0.9868%	0.9888%	0.9845%	0.9848%	0.9481%	0.9777%	1.0225%	1.0125%	
Fee percentage	0.1321%	0.1465%	0.1326%	0.1367%	0.1347%	0.1347%	0.1348%	0.1348%	0.1348%	0.1304%	0.1345%	0.1349%	
Net Average Weighted Yield to Maturity	0.8964%	0.8816%	0.8939%	0.8517%	0.8521%	0.8541%	0.8497%	0.8500%	0.8133%	0.8473%	0.8880%	0.8776%	
LGIP Rate	0.0800%	0.0800%	0.1000%	0.0900%	0.0900%	0.0900%	0.0900%	0.0800%	0.0800%	0.0800%	0.0900%	0.0900%	
Net Average Weighted Yield to Maturity in excess of LGIP	0.8164%	0.8016%	0.7939%	0.7617%	0.7621%	0.7641%	0.7597%	0.7700%	0.7333%	0.7673%	0.7980%	0.7876%	
Days Average Weighted Maturity	892	864	841	844	813	781	751	739	751	776	800	782	

[1] Assets Under Management average for the 12 months ending 12/31/2014

Performance data consist of a composite weighted average yield to maturity, at the end of the period represented, net of fees. Historical returns are not a guarantee of future results. The Wisconsin Local Government Investment Pool (LGIP) is a local government investment pool managed by the State of Wisconsin Investment Board (SWIB), generally restricted to and comprising short-term money market type instruments such as Certificates of Deposit, U.S. Treasury securities, U.S. Agency securities, securities of U.S. Government Sponsored Enterprises, repurchase agreements and commercial paper, offered exclusively to local governments and public entities in Wisconsin for the investment of public funds. The average weighted maturity of the LGIP at 12/31/2014 was 117 days. Client portfolios managed by EIP are restricted to the same type of instruments as the LGIP. The average weighted maturity at 11/30/2014 of all client portfolios managed by EIP was 596 days. The average weighted maturity of investments mananged by EIP for the Village of Germantown is approximately 6 months longer than EIP's average client. Information obtained from third parties used to prepare this report is believed to be reliable but EIP does not guarantee accuracy. Neither the information, nor any opinion that may be expressed in this report, constitutes a solicitation by EIP of the purchase or sale of any security.

VI. C

BUSINESS OF
THE GENERAL GOVERNMENT & FINANCE COMMITTEE

MEETING DATE: January 20, 2015

ITEM TITLE: 2015 Capital Projects

SUBMITTED BY: Kim Rath, Finance Director

SUMMARY EXPLANATION:

Attached is the list of 2015 Capital Project requests. Staff would like to move forward on the debt issue to cover these costs as soon as possible. An email was sent to the department directors to review the list and adjust any of the costs if warranted.

ATTACHMENT: ORDINANCE____ RESOLUTION ____ OTHER __XX_

2015 Capital Projects List Fund 40

RECOMMENDATION

VILLAGE OF GERMANTOWN

2015 CAPITAL PURCHASES FUND 40 ITEMS -

ITEM DESCRIPTION	PROJECT/ EQUIPMENT Budget	FUNDING SOURCE					ITEMS TO BE BORROWED FOR
		CAPITAL/GENERAL RESERVE	Adjustments	GRANTS	REVENUE FROM FIXED ASSET SALES	IMPACT FEE SPECIAL REVENUE	
POLICE DEPARTMENT							
Furniture for 12 Workstations	46,000						46,000
Squad Computers	95,000						95,000
							0
TOTAL POLICE DEPARTMENT	**141,000**	**0**		**0**	**0**	**0**	**141,000**
FIRE DEPARTMENT							
Repair to Burn Tower	104,000						104,000
Ambulance $300,000 Remove							0
(2) AWD Vehicles - Fire Chief & Deputy Chief's - Remove	40,000						40,000
							0
TOTAL FIRE DEPARTMENT	**144,000**	**0**		**0**	**0**	**0**	**144,000**
DPW ADMINISTRATION AND ENGINEERING							
Donges Bay	5,500						5,500
Freistadt & Maple Signalization	270,000	(60,000)	(73,500)				136,500
Sylvan Circle Storm Sewer			73,500				73,500
TOTAL DPW ADMINISTRATION AND ENGINEERING	**275,500**	**(60,000)**	**0**	**0**	**0**	**0**	**215,500**
HIGHWAY DEPARTMENT							
(2) Patrol Trucks $180,000 each - Remove (1)	180,000						180,000
1-Ton Dump	45,000						45,000
Asphalt Paving	1,500,000						1,500,000
Signal Upgrades County Line Rd	30,000						30,000
							0
TOTAL HIGHWAY DEPARTMENT	**1,755,000**	**0**		**0**	**0**	**0**	**1,755,000**
PARKS & BLD & GROUNDS							
Fire Station 2 - Concrete Approaches - do only front portio	45,000						45,000
Parks 1 - Ton Truck	45,000						45,000
Replace Trackless	150,000						150,000
							0
TOTAL PARKS & Bld & GROUNDS	**240,000**	**0**		**0**	**0**	**0**	**240,000**
RECREATION							
Alt Bauer Basketball Court	45,500						45,500
Alt Bauer Paths - Resurface w/asphalt	75,000						75,000
Alt Bauer Playground - remove per VB	0						0
							0
TOTAL RECREATION	**120,500**	**0**		**0**	**0**	**0**	120,500
GRAND TOTAL	**2,676,000**	**(60,000)**		**0**	**0**	**0**	**2,616,000**
Borrowing Costs	35,000						35,000
							2,651,000

VI. D

BUSINESS OF
THE GENERAL GOVERNMENT & FINANCE COMMITTEE

MEETING DATE:	January 20, 2015
ITEM TITLE:	Review of timeline for 2015 Capital Projects Debt Issue & Overall Debt Review
SUBMITTED BY:	Kim Rath, Finance Director

SUMMARY EXPLANATION:

a representative from Ehlers is available to discuss the timeline and/or structure of a new debt issue to cover the 2015 Capital Projects requests. Attached is a spreadsheet showing the current debt owed.

ATTACHMENT: ORDINANCE____ RESOLUTION ____ OTHER __XX_

Current Village of Germantown Debt

RECOMMENDATION

Village of Germantown Existing Debt - Totals for 2015

Year	Principal	Interest	Total	Less Special Assmt	Less TIF #3	Less TIF #4	Less TIF #5*	Less TIF #6	Net G.O. **General Fund**	Difference from Prior Year
									2,198,868	
2015	4,545,000	741,928	5,286,928	(308,490)	(763,500)	(1,494,621)	(170,835)	(169,320)	2,380,162	181,294
2016	3,820,000	622,877	4,442,877	(312,421)		(1,487,256)	(176,015)	(184,713)	2,282,473	(97,689)
2017	3,520,000	527,067	4,047,067	(310,871)		(1,461,257)	(185,596)	(184,713)	1,904,631	(377,842)
2018	3,330,000	442,335	3,772,335			(1,492,118)	(184,346)	(184,713)	1,911,159	6,528
2019	2,385,000	366,115	2,751,115			(869,804)		(184,713)	1,696,599	(214,560)
2020	2,470,000	306,120	2,776,120			(881,131)		(332,463)	1,562,527	(134,072)
2021	2,345,000	244,332	2,589,332			(890,721)		(327,963)	1,370,648	(191,879)
2022	1,055,000	202,569	1,257,569					(451,513)	806,056	(564,592)
2023	810,000	180,288	990,288					(441,713)	548,575	(257,481)
2024	665,000	158,326	823,326					(479,513)	343,813	(204,762)
2025	420,000	138,906	558,906					(515,313)	43,593	(300,220)
2026	425,000	122,026	547,026					(500,113)	46,913	3,320
2027	405,000	106,438	511,438					(511,438)	0	
2028	415,000	94,138	509,138					(509,138)	0	
2029	425,000	81,538	506,538					(506,538)	0	
2030	435,000	68,094	503,094					(503,094)	0	
2031	440,000	53,875	493,875					(493,875)	0	
2032	440,000	39,025	479,025					(479,025)	0	
2033	440,000	23,625	463,625					(463,625)	0	
2034	455,000	7,963	462,963					(462,963)	0	
								0		
	29,245,000	4,527,580	33,772,580	(931,782)	(763,500)	(8,576,908)	(716,792)	(7,886,451)	14,897,148	

* Callable 2016

Germantown Water Utility

$1,130,000 Water System Revenue Bond
June 15, 2005
Callable '21 - 25 12/1/20 @ par

	Principal 12/1	Rate	Interest 6/1 - 12/1	Total
2014	55,000	3.750%	33,638	88,638
2015	55,000	3.850%	31,575	86,575
2016	55,000	4.000%	29,458	84,458
2017	60,000	4.100%	27,258	87,258
2018	60,000	4.150%	24,798	84,798
2019	65,000	4.200%	22,308	87,308
2020	70,000	4.250%	19,578	89,578
2021	70,000	4.250%	16,603	86,603
2022	75,000	4.250%	13,628	88,628
2023	75,000	4.350%	10,440	85,440
2024	80,000	4.350%	7,178	87,178
2025	85,000	4.350%	3,698	88,698
	750,000		206,522	956,522

$971,470 ARRA Clean Water Loan
Project 5381-01
2009 - 2010

	Principal 5/1	Rate 2.67%	Interest 5/1 - 11/1	Total
2014	34,511.83		17,620.98	52,132.81
2015	35,432.60		16,687.93	52,120.53
2016	36,377.94		15,729.97	52,107.91
2017	37,348.51		14,746.46	52,094.97
2018	38,344.97		13,736.70	52,081.67
2019	39,368.01		12,700.02	52,068.03
2020	40,418.35		11,635.68	52,054.03
2021	41,496.71		10,542.93	52,039.64
2022	42,603.84		9,421.02	52,024.86
2023	43,740.51		8,269.19	52,009.70
2024	44,907.51		7,086.63	51,994.14
2025	46,105.64		5,872.51	51,978.15
2026	47,335.74		4,626.00	51,961.74
2027	48,598.66		3346.23	51,944.89
2028	49,895.27		2032.33	51,927.60
2029	51,226.48		683.36	51,909.84
	643,200.74		137,116.96	780,317.70

Water Utility Total

	Principal	Interest	Total
2014	89,512	51,258.98	140,771
2015	90,433	48,262.93	138,696
2016	91,378	45,187.97	136,566
2017	97,349	42,004.46	139,353
2018	98,345	38,534.70	136,880
2019	104,368	35,008.02	139,376
2020	110,418	31,213.68	141,632
2021	111,497	27,145.93	138,643
2022	117,604	23,049.02	140,653
2023	118,741	18,709.19	137,450
2024	124,908	14,264.63	139,172
2025	131,106	9,570.51	140,676
2026	47,336	4,626.00	51,962
2027	48,599	3,346.23	51,945
2028	49,895	2,032.33	51,928
2029	51,226	683.36	51,910
	1,393,200.74	343,638.96	1,736,839.70

VI. E

BUSINESS OF
THE GENERAL GOVERNMENT & FINANCE COMMITTEE

MEETING DATE: January 20, 2015

ITEM TITLE: Letter of Engagement to Retain Ehler's as Dissemination Agent for Issuer Continuing Disclosure Required Under SEC Rule 15c2-12

SUBMITTED BY: Kim Rath, Finance Director

SUMMARY EXPLANATION:

Attached is a letter of engagement from Ehler's, that retains their services to file continuing disclosure documents associated with each of our issues. Ehler's used to include the filing with the fees charged in our annual debt issue. Due to many changes in the Dodd-Frank and the SEC's higher scrutiny they feel it necessary to charge separately for the ongoing service. Appendix A outlines the history of the rules and how they comply with such. The fee would be $3800 per year.,

ATTACHMENT: ORDINANCE____ RESOLUTION ____ OTHER __XX_

Letter of Engagement
Appendix A

RECOMMENDATION

EHLERS
LEADERS IN PUBLIC FINANCE

January 5, 2015

Kim Rath
Treasurer/Finance Director
Village of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022

Re: Letter of Engagement to Retain Ehlers as Dissemination Agent for Issuer Continuing Disclosure Required Under Securities and Exchange Commission (SEC) Rule 15c2-12 (the "Rule")

As an issuer of municipal securities, the Village ("Issuer") is required to comply with all continuing disclosure obligations enumerated in the Continuing Disclosure Agreement/Certificate/Undertaking (CDU) associated with each issue of securities subject to the Rule. Many Issuers have CDU's that vary significantly from one CDU to another. Ehlers & Associates, Inc. ("Ehlers") has been helping you comply with all CDU obligations as Issuer's Dissemination Agent. Fulfilling this obligation requires research, preparation and filing of disclosure reports within specific time frames.

This Letter of Engagement ("Letter") is being presented to memorialize and clarify the terms of the Issuer's engagement of Ehlers as the Issuer's Dissemination Agent. In this regard, Ehlers agrees to provide Issuer with those services described in Appendix A ("Services"). Ehlers shall be entitled to compensation by the Issuer also as described in Appendix A.

This Letter shall be effective as of the date of its execution by the Issuer and shall remain in effect for a period of one (1) year (the "Initial Term"). This Letter shall renew automatically on each anniversary of the effective date of this Letter (each an "Additional Term"). Notwithstanding the foregoing, this Letter may be terminated by either party upon sixty (60) days prior written notice. The Initial Term and each Additional Term shall collectively be referred to herein as the "Term".

In order to perform the engagement, Issuer agrees to provide Ehlers all documents and information as are deemed necessary to fulfill the Issuer's reporting requirements under each respective CDU, and within the applicable timeframe(s) ("Disclosure Information"). With respect to Issuer's obligation to report the occurrence of any event for which a material event notice ("Event Notice") is to be filed, Issuer shall provide Disclosure Information related to the event to Ehlers within five (5) days of its occurrence. All other Disclosure Information must be provided to Ehlers within fourteen (14) days of Issuer's receipt of any such request from Ehlers. If Issuer fails to provide any Disclosure Information to Ehlers in accordance with the foregoing, Ehlers shall not be held liable for any reason in the event that any necessary disclosure filing is not disseminated to the appropriate party within the applicable timeframe(s). Further, if for any reason Issuer fails to provide required Disclosure Information to Ehlers in accordance with the foregoing and Issuer's delay results in any disclosure filing being after a stated deadline, Ehlers shall, without further direction or instruction from Issuer, file a notice(s) with the applicable recipient submitting information provided by Issuer, if any, and/or describing the failure and providing any other information as Ehlers deems appropriate.

Ehlers shall deem all Disclosure Information provided to it by the Issuer to be accurate and free of defect, as well as not containing any material misstatements, falsehoods, or omissions of fact. Issuer acknowledges that Ehlers shall be entitled to rely on all Disclosure Information provided by the Issuer without further investigation as to its completeness or accuracy.

Issuer shall indemnify, hold harmless and defend Ehlers from and against any damages, costs or other liabilities (including reasonable attorneys' fees) arising from or relating to any breach of this Letter by Issuer, including, but not limited to, damages, costs and other liabilities arising out of any Disclosure Information received and disseminated by Ehlers. Further, in no event shall Ehlers' total aggregate liability under this Letter be in excess of the amount of fees paid by Issuer to Ehlers during the Term then in effect notwithstanding anything contained herein. In addition, Issuer acknowledges that Ehlers shall not be responsible and/or liable for any errors, misstatements or omissions associated with any continuing disclosure report or filing, or for the correction thereof, that was prepared or disseminated by any party other than Ehlers.

This Letter constitutes the entire agreement between the parties and is intended to supersede any and all agreements, whether oral or written, between the parties that were entered into relative to the subject matter hereof prior to the effective date of this Letter. No amendment or modification of this Letter shall be deemed valid unless made in writing and signed by both parties.

Our records show that Issuer is subject to Full CDU's. Ehlers will continue to act as Issuer's Dissemination Agent for the CDU's we have been handling.

This Letter covers these securities and any subsequent securities for which Ehlers has acted as the Municipal Advisor. The Issuer may request in writing that Ehlers act as the Dissemination Agent on any future securities subject to the Rule not involving Ehlers.

If our engagement under the terms of this Letter is acceptable, please sign this Letter in the appropriate signature block below and return a signed copy to us for our records. If, however, you do not wish to engage our services, please note that election and return a copy of this Letter to us.

Please contact me if you have any questions or would like to discuss our engagement further.

Sincerely,

Ehlers

James A. Mann
Senior Financial Advisor

SO ACCEPTED BY ISSUER

Issuer hereby accepts this Letter and engages Ehlers to provide the services noted herein and executes this Letter as of the date noted below:

By: ______________________________ Title: ______________________________

Name: ____________________________ Date: ______________________________

SO DECLINED BY ISSUER

Issuer hereby acknowledges that it will be responsible for updating and submitting all necessary continuing disclosure reports and filings as may be required of Issuer without the assistance of Ehlers. Issuer further acknowledges and agrees that Ehlers assumes no responsibility for the compilation and/or submission of any such continuing disclosure reports or filings.

By: ______________________________ Title: ______________________________

Name: ____________________________ Date: ______________________________

APPENDIX A

EHLERS DISSEMINATION AGENT SERVICES AND FEES

Ehlers' continuing disclosure services are designed to assist the Issuer in meeting its continuing disclosure obligations. Depending on the size of a transaction and the total amount of debt outstanding at the time of issuance, different debt issues may be subject to different reporting requirements. Ehlers will provide the services identified below, which are reflective of the Issuer's requirements under its respective Continuing Disclosure Undertaking (CDU). In no event will Ehlers assist Issuer with assessing whether information provided or omitted as part of an annual filing is "material" or whether an event is "material" under the federal securities laws requiring the filing of an event notice pursuant to a CDU. If the Issuer accepts this letter and engages Ehlers as the Dissemination Agent, Ehlers shall provide the following services and charge the following fees:

Full Disclosure Services.

Background

Since 1995, Securities and Exchange Commission (SEC) rule 15c2-12 (the "Rule") has required underwriters of municipal securities to ensure that issuers are obligated to provide periodic reporting of specific information with respect to certain issues of municipal securities. An issuer is classified as a "full disclosure" reporting entity when it issues securities subject to the Rule in an amount of $1 million or more, and further provided that total securities subject to the Rule and currently outstanding exceed $10 million. Full disclosure reporting entities must:

- File reports consisting of specific information at least annually with the Municipal Securities Rulemaking Board's (MSRB) Electronic Municipal Market Access (EMMA) system (http://emma.msrb.org).

- File "Event Notices" regarding enumerated events specified in SEC rules and CDUs within 10 business days of occurrence. Event Notices are filed through the same EMMA system.

Description of Services

Issuer engages Ehlers to provide the following services in connection with the preparation and dissemination of Issuer's continuing disclosure reports and Event Notice filings in connection with all outstanding debt issues of Issuer subject to the Rule and for which continuing disclosure reports or filings are required. During the Term of the engagement, Ehlers shall provide the services hereinafter described with respect to all existing and future securities of the Issuer subject to the Rule and having continuing disclosure requirements. Ehlers shall provide these services for any other securities of the Issuer when requested in writing by the Issuer.

Annual Filings, or More Frequently, if Required

a. Review and catalog of all Continuing Disclosure Agreement/Certificate/Undertaking (CDU)'s of Issuer relative to current and future issues of securities subject to the Rule.
b. Creation of a timetable for the anticipated schedule of events relating to the preparation of Issuer's annual (or more frequently, if required) continuing disclosure report.
c. Collection of information from third parties and Issuer, as applicable, to the extent necessary to prepare the annual (or more frequently, if required) continuing disclosure report.
d. Preparing the annual (or more frequently, if required) continuing disclosure report in a standardized format acceptable for submission to the EMMA system, or any future industry standard.
e. Submission of the annual (or more frequently, if required) continuing disclosure report and any Event Notices to the designated recipient based on the applicable CDU's of Issuer and all laws, rules and regulations relative thereto.

f. Delivering a copy of any report or notice submitted in accordance with (e. above) to Issuer for its records, as well as confirmations of receipt of filing(s).
g. Respond to Underwriter/Investor inquiries and requests.
h. Providing recommendations to Issuer relating to future continuing disclosure related matters.

Event Notices

a. Informing Issuer of the types of events that may require the filing of an "Event Notice" and the required reporting period for such notices.
b. Notifying Issuer of any information Ehlers discovers that may require the filing of an Event Notice, and preparation and filing of the required Event Notice.
c. Upon notification by Issuer of any circumstances that may require the filing of an Event Notice, preparing, filing, and providing confirmation of filing the required Event Notice.

Description of Fees

Full Disclosure Services fees shall be assessed as follows:

Number of Issuer Continuing Disclosure Undertakings	Annual Fee
One (1) to three (3) CDU's	$2,800
Four (4) to six (6) CDU's	$3,300
Seven (7) or more CDU's	$3,800

Plus any out of pocket expenses.

Special Circumstances

If an Issuer's CDU requires periodic filings (quarterly or semiannually) in addition to the annual filings, a fee of $500 per required CDU filing shall be assessed.

Limited Disclosure Services.

Background

In 2009, the Securities and Exchange Commission put into place revised rules regarding a limited scope of continuing disclosure requirements for certain municipal securities issuers. These rules apply to any securities issued on or after July 1, 2009 in amounts of $1 million or more and where the Issuer's total amount of principal outstanding and subject to the Rule is less than $10 million upon issuance. Any issuer meeting the aforementioned parameters must comply with a limited disclosure undertaking and file annual reports. Issuers subject to limited disclosure requirements must file audited financial statements (or unaudited financial statements if allowed under a CDU) on an annual basis, rather than both financial statements and operating and statistical data.

Description of Services

Ehlers shall provide the following services in connection with the preparation and dissemination of Issuer's continuing disclosure reports and Event Notice filings for all current and future outstanding securities of Issuer subject to the Rule and for which continuing disclosure reports or filings are required. During the Term of the engagement, Ehlers shall provide the services hereinafter described with respect to all future issuances for which Ehlers provides municipal advisory services and that have continuing disclosure requirements. Ehlers will also provide these services for any other issues when requested in writing by the Issuer.

Services to be provided are as follows:

Annual Filings

a. Review of all Continuing Disclosure Agreement/Certificate/Undertaking (CDU)'s of Issuer relative to currently outstanding issuances.
b. Creation of a timetable for the anticipated schedule of events relating to the dissemination of Issuer's annual updated financial information and operating data.
c. Submitting the Issuer's annual financial statements to the designated recipient thereof based on the applicable CDU's of Issuer and all laws, rules and regulations relative thereto.
d. Delivering a copy of any report or notice submitted in accordance with (c above) to Issuer for its records.
e. Respond to Underwriter/Investor inquires and requests.
f. Providing recommendations to Issuer relating to future continuing disclosure related matters.

Event Notices

a. Informing Issuer of the types of events that may require the filing of an "Event Notice".
b. Notifying Issuer of any information Ehlers discovers that may require the filing of an Event Notice, and preparation and filing of the required Event Notice.
c. Upon notification by Issuer of any circumstances that may require the filing of an Event Notice, prepare and file the required Event Notice.

Description of Fees

Limited Disclosure Services shall be provided annually for a fee of $750.

<u>Future Fee Changes</u>

Ehlers reserves the right to adjust fees during the Term of the engagement without prior consent of the Issuer, but not more than annually. Prior to any fee adjustments, the Issuer will be notified in writing of the revised fees and their effective date.

APPENDIX B

EVENT NOTICES

If any one of the listed events occurs in relation to the Issuer and/or any of the Issuer's securities subject to this agreement, you must notify Ehlers at the earliest possible time to discuss the applicability and the need for any filing of an Event Notice. The Issuer may also wish to discuss the matter with its legal counsel to gauge materiality of any occurrence.

Mandatory Event Notices

- Principal and interest payment delinquencies
- Non-payment related defaults, if material
- Unscheduled draws on debt service reserves reflecting financial difficulties
- Unscheduled draws on credit enhancements reflecting financial difficulties
- Substitution of credit or liquidity providers or their failure to perform
- Adverse tax opinions, IRS notices or material events affecting the tax status of the security
- Modifications to rights of security holders, if material
- Bond calls, if material
- Defeasances
- Release, substitution or sale of property securing repayment of the securities, if material
- Rating changes
- Tender offers
- Bankruptcy, insolvency, receivership or similar event of the obligated person
- Merger, consolidation, or acquisition of the obligated person, if material
- Appointment of a successor or additional trustee, or the change of name of a trustee, if material

Additional / Voluntary Event-Based Disclosures

- Amendment to continuing disclosure undertaking
- Change in obligated person
- Notice to investors pursuant to bond documents
- Certain communications from the Internal Revenue Service
- Secondary market purchases
- Bid for auction rate or other securities
- Capital or other financing plan
- Litigation / enforcement action
- Change of tender agent, remarketing agent, or other on-going party
- Derivative or other similar transaction
- Other event-based disclosures

VI. F

BUSINESS OF THE GENERAL GOVERNMENT & FINANCE COMMITTEE
GERMANTOWN, WI

MEETING DATE: January 20, 2015

AGENDA ITEM: New Business

ITEM TITLE: Non-Union Employee Compensation Increases

SUBMITTED BY: Dave Schornack, Village Administrator

SUMMARY EXPLANATION:

Non-union employees had not received an increase in wages or salaries in 2010, 2011, 2012, and 2013. For 2014, non-union employees received a 2.0% increase.

Funds have been budgeted in the 2015 Budget to fund the 2.0% percent cost-of-living adjustment. Since the non-union employees have only received a 2.0% increase in five years, and the police, public works and technical/clerical unions have exceeded that amount and the cost of living has far exceeded the 2.0% raise that the non-union employees received in a five year period, I would recommend that all non-union employees receive a 2.0% raise.

Cost of Living Adjustments Given to Village of Germantown Unions

	2010	2011	2012	2013	2014	2015
Firefighters	1.0% #1	0%	0%	7.0% #2	1.5% #3	
Police	3.0%	0%	0%	0%	0%	3.0% #5
Public Works	2.5% #4	2.5%	0%	0%	0%	
Technical/Clerical	2.5% #4	2.5%	0%	0%	0%	

Notes:

#1 1.0% on 12/31/2010

#2 7% increase only for those employees initially employed prior to July 1, 2011 and also contributing the employee share of the WRS contribution as of January 1, 2014. No increase for any other employees, including those initially employed after July 1, 2011 who contribute to the employee WRS contribution.

#3 1.5% for regular part-time and regular full-time, 0.5% for paid-on-call firefighters.

#4 required to take twelve unpaid layoff days

#5 required to contribute 1.5% towards WRS starting January 1, 2015, health insurance from a dollar amount (around 10 to 11%) to a percentage (12%).

Cost of Living Adjustments Given to Non-Union Employees

2010	2011	2012	2013	2014
0%	0%	0% #6	0%	2.0%

Notes:

#6 some non-union employees received either a one-time one or two percent bonus.

Social Security Increases (increase effective with benefits payable for December of the prior year)

2010	2011	2012	2013	2014	2015
0%	0%	3.6%	1.7%	1.5%	1.7%

Consumer Price Index

	2010	2011	2012	2013	2014
CPI-U	1.5%	3.0%	1.7%	1.5%	N/A

Example of Wage Compression

Employee:	Detective, police union, 2015 wage	$39.44
Supervisor:	Lieutenant, non-union, 2014 wage	$39.34

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER___

RECOMMENDATION:

Two percent cost-of-living increase to all non-union employees effective January 1, 2015.

VI. G

BUSINESS OF
THE GENERAL GOVERNMENT & FINANCE COMMITTEE

MEETING DATE: January 20, 2015

ITEM TITLE: Froedtert Workforce Health Services Agreement - Occupational & HRA Services

SUBMITTED BY: Kim Rath, Finance Director

SUMMARY EXPLANATION:

Attached is a services agreement from Workforce Health. They provide services for Germantown that include the yearly Health Risk Assessment, Pre-employment physicals, DOT drug screening, etc. The agreement is for 2015. Their pricing is relatively the same as last year (for the services we actually use) with a couple modifications.

ATTACHMENT: ORDINANCE____ RESOLUTION ____ OTHER __XX_

Workforce Health - Health Services Agreement

HRA - average yearly amount $2600 per year, $55 - $56 per person

Occupational Health Screening - average amount - $1,500 - $1,800

RECOMMENDATION

Approval by Committee - final costs below $5,000 each - Direct signage of Agreement by Finance Director

Kim Rath

From: Richter, Dana [Dana.Richter@froedtert.com]
Sent: Wednesday, December 31, 2014 12:13 PM
To: Kim Rath
Cc: Flayter, Richard
Subject: Village of Germantown Sch. A yellow 2015- Occupational Health Services
Attachments: Village of Germantown Sch. A 2015 yellow.pdf

Good Morning Ms. Rath,

Attached you will find the 2015 Schedule A for Occupational Health Services. Please follow the directions below with regard to executing the agreement. As you will see, the agreement has changed slightly.

At this time, Workforce Health is building a more robust Occupational Health Program. We will be offering more services to accommodate all of our employer needs, while remaining below the market pricing of our competitors.

In the past there was a MRO fee along with the drug collection fee. This new pricing is all inclusive. You will now only receive one charge for the Drug Screens. Additionally, toward the end of March 2015, we will be offering Rapid Urine Drug Screens. This will yield a quicker result and facilitate your hiring practices. Once we are online with that process, we will let you know and get you all of the information you will need for the resulting process. We look forward to working with Village of Germantown in 2015. Please let us know if you have any questions or concerns.

**Please note that the date referenced at the beginning of the agreement is the original Master Agreement that you've already signed and that is on file. All dates for the actual services are within the Schedule A agreement itself.

- Please print **one (1) copy within one week of receipt of this email** of the Workforce Health Addendum/Schedule A.
- Sign the copy of the agreement **(signature, print name and title)**
- Please **do not insert or change** any information on the agreement. If you have questions about the service agreement, please contact me at #262-253-5079.
- Please **Fax or email within one week of receipt of original email to all attached in this email,** the signed service agreements to the information below.

Dana Richter
Workforce Health Process Coordinator
Phone: 262-253-5079/ Fax: 262-253-5152
E-Mail: dana.richter@froedtert.com
workforcehealth.org

Froedtert & Medical College of Wisconsin

Workforce Health

WORKFORCE HEALTH SERVICES AGREEMENT
SCHEDULE – OCCUPATIONAL HEALTH SCREENING AND ASSESSMENT SERVICES

This Schedule is entered into in accordance with the provisions of that certain Workforce Health Services Agreement dated February 20, 2012 (the "**Agreement**") by and between **Froedtert Health, Inc., d/b/a Froedtert & The Medical College of Wisconsin Workforce Health** ("**WFH**") and Village of Germantown ("**Customer**").

This Schedule confirms the mutual understanding and agreement of WFH and Customer as to the terms and conditions under which WFH shall provide the Services described in this Schedule to Customer. Except as otherwise provided in this Schedule, all applicable provisions of the Agreement are incorporated into this Schedule by reference and capitalized terms defined in the Agreement shall have the same meanings when used in this Schedule.

The term of this Schedule shall commence on the date set forth below and continue for one year, unless earlier terminated by either party upon 30 days' prior written notice to the other party.

The Services provided under this Schedule are generally **occupational health screenings, such as pre-placement physicals, job evaluations, and ergonomic assessments**, and are set forth on the attached Services Exhibit, as amended by WFH from time to time upon communication to Customer. Although healthcare professionals may furnish the Services, Customer acknowledges and agrees that the Services are not medical treatment. Customer acknowledges that the Services are not expected to cure or otherwise resolve any specific medical conditions. The Services encourage wellness, attempt to reduce risk of future illness or injury, and reflect the current state of medical knowledge that the parties acknowledge to be imperfect and subject to change over time.

The parties, each by a duly authorized representative, enter into this Schedule effective the date signed by Customer below.

Froedtert Health, Inc. **d/b/a Froedtert & The Medical College** **of Wisconsin Workforce Health**	**Village of Germantown**
By:____________________	By:____________________
Name:____________________	Name: ____________________
Title:____________________	Title:____________________
Date:____________________	Date: ____________________

L - Form #5 (OccHealth) (yellow) Updated 12/29/2014

SERVICES EXHIBIT TO WORKFORCE HEALTH SERVICES AGREEMENT
SCHEDULE – OCCUPATIONAL HEALTH SCREENING AND ASSESSMENT SERVICES
EFFECTIVE DATE OF FEES: 1/1/2015 (Effective until updated, replaced or terminated)

LAB TESTS

Hepatitis A Antibody	$35.00
Hepatitis B Antibody	$38.00
Hepatitis B Surface Antigen	$35.00
Hepatitis C Antibody	$35.00
HIV Screen	$40.00
Lyme's Antibody	$35.00
Measles Titer	$35.00
Mumps Titer	$35.00
Rubella Titer	$35.00
TB - Quantiferon	$75.00
Urinalysis (Collection and Macro Dipstick)	$20.00
Varicella Titer	$35.00
Venipuncture	$15.00

IMMUNIZATIONS

Hepatitis B Vaccine (Per Vaccination - Requires Series of 3)	$75.00
Influenza Vaccine (subject to change per season)	$35.00
MMR Vaccine	$100.00
Rabies Vaccine	$350.00
Tdap	$65.00
Tetanus Vaccine/Booster	$60.00
Varicella Vaccine (Per Vaccination - Requires Series of 2)	$140.00

OCCUPATIONAL HEALTH TESTING

Audiogram, Screening	$25.00
Audiogram, Screening, Retest	$20.00
Audiogram Interpretation by Physician/Audiologist – abnormal screening audiogram	$25.00
Bloodborne Pathogen Exposure Evaluation*	$170.00
Fitness for Duty Evaluation Level II*	$200.00
Fitness for Duty Evaluation Level III*	$350.00
Fitness for Duty Evaluation Level IV*	$500.00
Fitness for Duty Evaluation Level V*	$650.00
Fitness for Duty Evaluation – Additional Examiner Time Required (per hour)*	$225.00
Musculoskeletal Assessment – Job Specific, Post-Offer	$50.00
Musculoskeletal Assessment Protocol Development – Job Specific	$65.00/hour
Pre-Placement Physical Evaluation (Non-DOT)	$45.00
Pre-Placement Physical Evaluation, with Titmus vision test (Non-DOT)	$57.00
Pre-Placement Physical (DOT)	$99.00
Respirator Fit Testing	$55.00
Respirator Medical Questionnaire	$25.00
Respirator Medical Questionnaire – Physician Review of Abnormal Results, Call	$50.00
Respirator Physical Exam	$45.00
TB Skin Test (PPD)	$25.00
TB – 2 View Chest X-Ray	$85.00
Vision Test (Titmus test for acuity, color blindness & depth perception)	$12.00

DRUG & ALCOHOL SCREENING

Breath Alcohol Testing (BAT)	$25.00
Drug Screen Kit - Collection Only	$27.00
Urine Drug Screen- 5 panel - DOT, includes GC/MS confirmation and MRO	$50.00
Oxycodone Test - Add to an Existing Drug Screen	$ 8.00
Rapid Urine Drug Screen - 5 panel – Non-DOT, includes GC/MS confirmation and MRO	$35.00
Rapid Urine Drug Screen - 9 panel, includes GC/MS confirmation and MRO	$38.00
Rapid Urine Drug Screen - 10 panel + Oxycodone, includes GC/MS confirmation and MRO	$45.00

*Does not include cost of diagnostic testing, ancillary services, or specialty referrals

BUSINESS OF THE GENERAL GOVERNMENT & FINANCE COMMITTEE
GERMANTOWN, WI

VI. H

MEETING DATE: January 20, 2015

AGENDA ITEM: New Business

ITEM TITLE: Public Grant Program Policy-Discussion Only

SUBMITTED BY: Dave Schornack, Village Administrator

SUMMARY EXPLANATION:

The Committee may want to consider recommending making some revisions to this policy to exclude such things as sign permits and building permits. I believe, but could be wrong, that the intent of the Committee and Village Board was that this policy was for events. For instance, for an electrical permit for a community event such as Mai Fest costing, maybe $50, or for a parade permit. Also, the Committee may want to cap the dollar amount per event or establish a maximum amount annually for an organization at $100 or so. Because of the Village's agreement for usage of school facilities by the recreation department, special consideration may have to be given to the school district, based on that agreement, which is outside of this policy.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER__X__

Public Grant Program Policy

RECOMMENDATION:

PUBLIC
Grant Program Policy
People Uniting for the Betterment of Life and Investment in the Community

adopted by the Village Board on October 7, 2013

VILLAGE OF GERMANTOWN, WISCONSIN

TABLE OF CONTENTS

VILLAGE OF GERMANTOWN PUBLIC GRANT PROGRAM

The Village Board recognizes the importance of providing Village support for Community events, projects and gatherings, which in turn support and promote the public purposes of improving the general quality of life, economic growth, increased tourism, recreation, recognition of fine arts, charitable aid and many others that are both tangible and intangible, in order to make the Village of Germantown a better place in which to live and work. In furtherance of that recognition, the Village Board has adopted this *People Uniting for the Betterment of Life and Investment in the Community* ("PUBLIC") Grant Program.

PURPOSE

The Village Board urges the private sector, businesses, institutions, organizations and individual citizens alike, to increase their roles in Community activities to further the public purposes set forth above and to assist the Village in its obligation to regulate such events, projects and gatherings, so that impacts on operating budgets of Village departments can be minimized. As an incentive to such public purpose involvement, the PUBLIC Grant Program offers an annual fee waiver(s) grant to eligible organizations and individuals, which may be considered upon filing a grant application with the Village Clerk, as set forth below. Approval of grant applications is made by the Village Board. Costs for all events, projects and gatherings, other than those license, permit or use fees specifically awarded by the Village Board grant approval, shall be borne by the sponsoring community organization or individual and are due and payable in accordance with this Program and Federal, State, County and Village regulations and laws. The PUBLIC Grant Program is intended to continue support for events, projects and gatherings that the Village in the past has traditionally supported. These include, but are not limited to: Mai Fest, Independence Day Parade and Activities, Oktoberfest, etc. It is intended that these Program policies and procedures will provide a system, common information and basic ground rules which will allow the Village and public purpose events, projects and gatherings sponsors to achieve their mutual goals for Community benefit.

PROCESS

Only Germantown based civic and service organizations and Germantown resident individuals are eligible to apply for a PUBLIC Grant. Incomplete applications will not be considered and approval will be determined solely on the information provided on the application. Applicant organizations and individuals must meet the eligibility criteria stated in this Program. "Germantown based" means those organizations who by name or other means identify themselves *bona fide* as being headquartered in the Village of Germantown; or whose membership consists primarily of Germantown residents, including business residents; or those who return substantial benefit to the Village of Germantown and its residents. "Civic and service" means any non-profit or not-for-profit organization that is created for charitable or public purposes, or an organization or individual acting in a like capacity and purpose.

The PUBLIC Grant is an annual grant, requiring an annual application to qualify. All PUBLIC Grant applications must be completed and submitted to the Village Clerk no later than 20 days before the event, project or gathering is scheduled. Each Grant application shall specify in detail the events, projects and gatherings for which license, permit or use fees are requested to be awarded under the Grant and the amount of such fees. Upon any Grant approval issued by the Village Board, the Village Clerk or designee shall be vested with the authority to administratively issue such permits, licenses or allow such uses, without the payment of the fees awarded under the Grant, without any further Village Board approval, provided all other terms, requirements and procedures for the subject permits, licenses and/or uses are complied with.

APPLICATION REQUIREMENTS

Each applicant will be required to submit:

1) A completed PUBLIC Grant application along with all required attachments.
2) A letter of intent addressed to the Village Board requesting the Grant. The letter must indicate:
    - i) the address of the local office/headquarters of the organization or address of an individual applicant;
    - ii) the organization's or the individual's purpose/mission statement;
    - iii) the location(s), date(s) and time(s) of the proposed event(s), project(s) and/or gathering(s);
    - iv) the purpose of the event(s), project(s) and/or gathering(s); and

For an application to be accepted it must be complete and include all the above attachments. Incomplete applications will be returned to the applicant. The applicant will then have 5 business days to resubmit all required application materials.

GRANT APPLICATION REVIEW

Once applications are accepted, the Village Clerk or designee shall review them for completeness. All Grant applications must be approved by the Village Board. The

Village Clerk or designee shall inform the applicant of the date and time at which the Village Board will review the application. The applicant or designee should be present at this meeting to respond to questions.

ELIGIBILITY CRITERIA

1. Only Germantown based civic and service organizations and individuals may conduct events solely or primarily as fund-raisers and be eligible for license, permit or use fees to be awarded under a Grant.
2. Events or gatherings must be open to the public.
3. Fundraising events must provide a benefit or contribution to Germantown as determined by the Germantown Village Board under the consideration of the public purposes of the PUBLIC Grant Program, as set forth above. The organization or individual raising the funds must primarily serve Germantown residents or businesses or promote tourism to and within the Village.
4. Subject to the above stipulations, in order to be eligible for a PUBLIC Grant, the sponsoring organization and individuals as may be applicable, must meet the following prerequisites:
    a. Must submit a complete application by the deadline as set forth above.
    b. Must timely submit any applicable event, license or permit application and all required attachments by the applicable deadline(s).
    c. Must submit proof of non-profit status or like capacity.
    d. Must provide a benefit pursuant to the purposes of this Program to the citizens of Germantown.
    e. Must have no outstanding debts payable to the Village of Germantown.
    f. Must demonstrate the ability to produce a well-planned, safe event, project or gathering.
5. The sponsoring organization or individual must also agree to do the following:
    a. Obtain all required permits, clearances, insurance and event authorization in a timely manner, in cooperation with the appropriate staff of the Village of Germantown.
    b. Acknowledge the support of the Village of Germantown where appropriate, and to include on all printed information and advertising related to the event for which fees were waived the following:
    "This program has been made possible, in part, through PUBLIC Grant assistance from the Village of Germantown".
    c. As to an event or gathering for which it is reasonably anticipated that more than 100 persons will attend, provide to the Office of the Village Clerk not less than 14 business days prior to the event or gathering, a certificate of insurance certifying minimum limits of $1,000,000 General Liability, Automobile Liability, Employer's Liability and as may apply, Errors and Omissions, naming the Village of Germantown as additional insured.
    d. Comply with all permit conditions and directions and with all applicable Federal, State, County and Village laws and regulations.

* * * * *

VII. A2

Germantown Health Plan Actual 2014

2013 Ending balance **$514,811.23**

	January	February	March	April	May	June	July	August	September	October	November	December	Totals
Health Plan Premium Contribution*	126,089.75	126,089.75	126,089.75	126,089.75	126,089.75	126,089.75	126,089.75	126,089.75	126,089.75	128,091.41	126,865.39	156,049.07	1,545,813.62
Employee Contributions	14,823.80	14,917.82	15,112.94	15,236.98	15,038.88	15,038.88	15,130.13	15,206.17	15,113.15	14,996.97	14,979.50	14,946.65	180,541.87
Interest												4,920.27	4,920.27
SubTotal Revenue	140,913.55	141,007.57	141,202.69	141,326.73	141,128.63	141,128.63	141,219.88	141,295.92	141,202.90	143,088.38	141,844.89	175,915.99	1,731,275.76
Administrative Expense + Stop Loss**	34,377.16	33,087.21	34,608.95	33,220.23	33,980.47	33,025.51	34,868.55	34,102.05	35,076.87	51,646.21	33,883.47	34,320.63	426,197.31
HSA Contributions	12,187.50		625.01	12,812.50	208.34		12,812.50	416.68	0.00	15,312.50		625.00	55,000.03
Health Payment Sys AFI Fee	338.31	1,506.88	836.33	1,552.74	1,377.75	794.23	857.53	779.15	3,414.82	1,479.24	1,282.26	2,327.41	16,546.65
Health Claims & RX Paid ***	11,962.84	44,177.99	46,838.94	101,434.70	62,062.78	57,259.13	90,030.61	42,618.77	199,361.27	74,817.55	72,839.18	173,616.41	977,020.17
Sub Total Health Plan Expense	58,865.81	78,772.08	82,909.23	149,020.17	97,629.34	91,078.87	138,569.19	77,916.65	237,852.96	143,255.50	108,004.91	210,889.45	1,474,764.16
Revenues less Expense (Current Month)	82,047.74	62,235.49	58,293.46	(7,693.44)	43,499.29	50,049.76	2,650.69	63,379.27	(96,650.06)	(167.12)	33,839.98	(34,973.46)	256,511.60
Running Total (2013 + Current Year)	**596,858.97**	**659,094.46**	**717,387.92**	**709,694.48**	**753,193.77**	**803,243.53**	**805,894.22**	**869,273.49**	**772,623.43**	**772,456.31**	**806,296.29**	**771,322.83**	**771,322.83**
Pending Stop Loss Reimbursement												27,610.21	798,933.04
2013 Claims Paid 2014 (Run-in)													*0.00*
													0.00

*Health plan premiums include department contributions plus Cobra and retiree payments
**Administrative expense includes Stop Loss Premium
***Reimbursements from Stop Loss Carrier included in Health Claims

Stop Loss Reimbursement

2013	316,259.73
2012	578,294.50
2011	494,321.27
2010	396,073.20
2009	117,655.91
2008	154,024.89
2007	37,900.83
2006	51,938.00
2005	94,605.00

Germantown Dental Plan Actual 2014

2013 Ending balance **$57,561.13**

	January	February	March	April	May	June	July	August	September	October	November	December	Totals
Dental Plan Premium Contribution*	5,700.54	5,715.77	5,623.71	5,779.16	5,700.54	5,700.54	5,621.91	5,779.15	5,779.15	5,782.80	5,732.41	7,301.53	70,217.21
Interest												530.07	530.07
SubTotal Revenue	5,700.54	5,715.77	5,623.71	5,779.16	5,700.54	5,700.54	5,621.91	5,779.15	5,779.15	5,782.80	5,732.41	7,831.60	70,747.28
Administrative Expense	235.00	232.50	237.50	227.50	230.00	227.50	235.00	235.00	245.00	240.00	232.50	237.50	2,815.00
Claims Paid	1,332.50	6,291.50	6,497.60	9,528.62	7,640.40	6,787.00	12,582.76	8,383.22	10,891.48	6,973.98	7,086.64	11,992.97	95,988.67
Sub Total Health Plan Expense	1,567.50	6,524.00	6,735.10	9,756.12	7,870.40	7,014.50	12,817.76	8,618.22	11,136.48	7,213.98	7,319.14	12,230.47	98,803.67
Revenues less Expense (current month)	4,133.04	(808.23)	(1,111.39)	(3,976.96)	(2,169.86)	(1,313.96)	(7,195.85)	(2,839.07)	(5,357.33)	(1,431.18)	(1,586.73)	(4,398.87)	(28,056.39)
Running Total (2013 + current year)	**61,694.17**	**60,885.94**	**59,774.55**	**55,797.59**	**53,627.73**	**52,313.77**	**45,117.92**	**42,278.85**	**36,921.52**	**35,490.34**	**33,903.61**	**29,504.74**	**29,504.74**

2013 Claims Paid 2014 (Run in) *8,243.40*

VII. B

VILLAGE OF GERMANTOWN
IMPACT FEES 2014

	Police 21 Impact	Fire 22 Impact	Library 23 Impact	Park & Rec 24 Impact	Water 50 Impact	Total
2014 Beginning Balance	**28,264.16**	**19,839.95**	**18,743.69**	**59,612.22**	**166,902.39**	**293,362.41**
Actual						
Revenues						
Through December	16,914.01	27,452.67	18,546.00	48,576.00	88,965.76	200,454.44
Year to date Interest	329.35	262.06	213.25	702.96	2,298.97	3,806.59
TOTAL 2014 COLLECTIONS	**17,243.36**	**27,714.73**	**18,759.25**	**49,278.96**	**91,264.73**	**204,261.03**
CURRENT YEAR TO DATE BALANCE	**45,507.52**	**47,554.68**	**37,502.94**	**108,891.18**	**258,167.12**	**497,623.44**
Less 2014 Transfers		(11,000.00)	(11,000.00)		(52,132.81)	(74,132.81)
Current Balance after Transfers	**45,507.52**	**36,554.68**	**26,502.94**	**108,891.18**	**206,034.31**	**423,490.63**

Year to Date Collections Sewer Connection Fee:	**312,544.81**

2014 Impact Fee Amounts	**POLICE**	**FIRE**	**LIBRARY**	**RECREATION**	**WATER**	**SEWER CONNECTION**
	$148.00	**$171.00**	**$281.00**	**$736.00**	**$832.00**	**$3,572.00**
	$0.2809/$1000	$0.63549/$1000				
	Blding Cost	Blding Cost				
Halen Homes Blackstone #6 & 13	296.00	342.00	562.00	1,472.00	1,664.00	
O'Brien Blackstone #7	148.00	171.00	281.00	736.00	832.00	
Tim O;Brien 139/140 Blackstone	296.00	342.00	562.00	1,472.00	1,664.00	
Miracle Homes #34 Blackstone	148.00	171.00	281.00	736.00	832.00	
Halen Homes Blackstone #3	148.00	171.00	281.00	736.00	832.00	
SCS Valley Cabinets					832.00	3,572.00
Tim O'Brien #012-984	148.00	171.00	281.00	736.00		
Tim O'Brien L. 38 & 56 Blackstone	296.00	342.00	562.00	1,472.00	1,664.00	
Freistadt All Temp					7,371.52	904.77
Airgas Safety	4,213.50	9,532.35			14,584.96	62,617.16
Brookside Meadows	148.00	171.00	281.00	736.00		3,572.00
Henderson 143-984	148.00	171.00	281.00	736.00		
Obrien Blackstone Lot 9	148.00	171.00	281.00	736.00	832.00	
Halen Blackstone Lot 70	148.00	171.00	281.00	736.00	832.00	
Jimmie John's					1,913.60	8,215.60
Wireless Logc					832.00	3,572.00
ATI Physical					832.00	3,572.00
Starbucks					2,154.88	9,251.48
O'Brien Blackstone #1 & 2, 13	444.00	513.00	843.00	2,208.00	2,496.00	626.00
Briohn/Cont 246	182.02	411.80				
Ultra Tool	1,573.04	3,558.74			1,572.48	6,751.08
Korndoerfer 061-989	148.00	171.00	281.00	736.00		
Buffalo Wild Wings	224.72	508.39			7,288.32	31,290.72
Halen Lot 15 Blackstone	148.00	171.00	281.00	736.00	832.00	3,572.00
TOB Condo 3 & 12 Blackstone	296.00	342.00	562.00	1,472.00	1,664.00	7,144.00
Ncentral/Core (4 rec's)	589.89	1,334.53			3,328.00	14,288.00
Custom Pak 201-959	142.33	322.00				
TOB Lot 8,74,29 & 1 Blackstone	592.00	684.00	1,124.00	2,944.00	3,328.00	14,288.00
Demlang L50 Blackstone & 33	296.00	342.00	562.00	1,472.00	1,664.00	7,144.00
Halen L61 Blackstone	148.00	171.00	281.00	736.00	832.00	3,572.00
TOB Lot 5 Blackstone, 124 & 125	444.00	513.00	843.00	2,208.00	2,496.00	10,716.00
TOB Lots 2 & 31, 4, 5, 6, 7, 8, 9, 10, 17, 4	1,628.00	1,881.00	3,091.00	8,096.00	9,152.00	39,292.00
Innovative Mold 201-967	220.51	498.86				
Kingsway 143-983	148.00	171.00	281.00	736.00		
Kings Way 091-978	148.00	171.00	281.00	736.00		
JBJ 10 Unit 264-309	1,480.00	1,710.00	2,810.00	7,360.00	8,320.00	35,720.00
JBJ 8 Unit 264-309	1,184.00	1,368.00	2,248.00	5,888.00	6,656.00	28,576.00
Allan Bldrs Blackstone 41	148.00	171.00	281.00	736.00	832.00	3,572.00
Home Source One Lot 46	148.00	171.00	281.00	736.00		3,572.00
Horwath 022-993	148.00	171.00	281.00	736.00		
Tim Obrien Lot 40 Blackstone	148.00	171.00	281.00	736.00	832.00	3,572.00
Janet Gentz 331-999						3,572.00
TOTAL COLLECTED 2014	**16,914.01**	**27,452.67**	**18,546.00**	**48,576.00**	**88,965.76**	**312,544.81**
Exependiture Date	**August 2015**	**current**	**current**	**July 2017**	**current *****	**No spend-down limit**

***** Use for Well #11 Costs & Debt Service**

Sewer Connection Fee change - increase 3.25 % yearly -
Water Impact Fee change effective 1/2/08

VII. D

Village of Germantown
Department Community Development
Planning & Zoning Services Division
Code Violations & Complaints
As of January 12, 2014

Status (Open or Closed)	Code Violation Notice#	Date Issued	Comply Date	Property Address	Property Owner(s)	Type of Violation	Remedied Property Owner	Comment(s)	Action(s) Taken by Village Staff
OPEN	1374	4-10-13	4-30-13	W172 N13098 DIVISION RD	PATRICK JOSTEN	TENANTS W/O ZONING PERMIT	IN PROCESS		DEFERRED UNTIL ACTION ON CUP & SITE PLAN APPLICATIONS TO MOVE CONCRETE BUSINESS TO THIS PROPERTY
OPEN	1389	5-28-14	6-18-14	W124 N13025 WASAUKEE RD	PAUL MARKIEWICZ	BUILDING W/O PERMIT; JUNKED VEHICLES	IN PROCESS SOME VEHICLES REMOVED	WORKING W/ ATTORNEY ON INSP0ECTION WARRANT; NEW INTERPRETATION OF JUNKED VEHICLE CODE PENDING	FOLLOW-UP UNDERWAY
OPEN	1396	6-13-14	7-15-14	W141 N10538 WOODED HILLS DR	ANTHONY OKOSUN	BUILDING/OCCUPANCY; FAILURE TO COMPLETE FINAL GRADING AND LANDSCAPING WITHIN 1-YEAR	IN PROCESS	GRADING & LANDSCAPING WORK UNDERWAY; COMPLETION DELAYED UNTIL SPRING	FOLLOW-UP EARLY SPRING

NOTE:

VII. E

VILLAGE OF GERMANTOWN - Capital Projects Fund 40 Item Description	Allocated to Project	2014 YTD Expendiuture	Balance Remaining	Project Complete	Amt to Reserve	Through December Budget Acct #
LAW ENFORCEMENT						
Replace UPS System - use reserve funds	30,000	1,524	28,476			40-521-570-8210
Mercom Audio Logger	45,000	19,916	25,084			40-521-570-8430
Server Array Cluster - Virtual - Backup	30,000	26,045	3,955			40-521-570-8430
Replace Rifles	18,000	17,797	203	x	203	40-521-570-8456
Replace Squad Rifle Mounts	13,000	12,681	319	x	59	40-521-570-8456
Squad Cameras - Carry Over 2014 - Used for Water Lateral Break	10,350	10,610	-260	x		40-521-570-8210
FIRE PROTECTION						
Philips Monitor Upgrades - Carry over 2014 $63375 + $41,625 new debt	105,000		105,000			40-522-570-8530
Heavy Rescue/Fire Truck	788,000	770,061	17,939			40-522-570-8520
Computers & Software (2 CF-31 computers & Netmotion Licence)	23,000	12,530	10,470			40-522-570-8420
Turn Out Gear & Boots	50,000	49,887	113	x	113	40-522-570-8530
Communications Equipment - 6 Portables + 1 Mbl	20,000	4,168	15,832			40-522-570-8460
DPW ADM & ENGINEERING						
Pilgrim Road WI DOT Design (Mequon to FDL) - carry over 2014 $18,003 + 35,0	53,003	13,778	39,225			40-541-570-8911
Migrate from MapGuide to Arc GIS (full cost $65,000) Split w/ Wtr & Swr	21,600	16,967	4,633	x	4,633	40-541-570-8450
Misc Future Drainage	60,000	12,377	47,623			40-541-570-8902
Division Road to Magnolia - Donges Bay Eng	44,500	30,358	14,142			40-541-570-8908
Stream Bank Stabilization -	60,000		60,000	x	60,000	40-541-570-8894
PARKS DEPARTMENT						
Repave Alt Bauer -(MMSD Grnt $23,801 offset) + Freist Bridge Money $19211	83,213	828	82,385			40-553-570-8310
HIGHWAY DEPARTMENT						
Crack Fill Machine	45,000	39,130	5,870	x	5,870	40-542-570-8450
Fork Lift	20,000	18,405	1,595	x	1,390	
Patrol Truck (replace #424 - w/$8,000 trade-in)	175,000	99,741	75,260			40-542-570-8520
Iron Worker tool - cut/bend/fabricate Steel	30,000	30,205	-205	x		40-542-570-8530
Asphalt Road Projects (carryover $11550 + $1,377,700 new) (+LRIP & Kleinma	1,470,354	1,339,833	130,521			40-542-570-8810
Library						
Automation Equipment - County (carry over)	17,270	0	17,270			40-551-570-8435
Recreation						
Friedenfeld Park Donation (carry over)	3,121	3,121	0	x		40-552-570-8310
Retainages Payable -	38,211		38,211			40-200-210-1100
Total Projects	3,253,622	2,529,961	723,662		72,268	

Cash On Hand				
Cash Balance - Pool	1,051,835			
Cash Balance - TD Ameritrade	25,000			
Offset Funding MMSD, Trade-in, etc, Fire Eng Sale	31,801			
$$$ Available	1,108,636			
Committed Funds -				
Senior Center Committed to future expense	2,907	+ Funds from sale of van $4,650.		
Wilderness Park	10,000			
Blackstone Spec Assmt	355,868	Use for Debt Service Offset		
	368,776			
$$$ Available for projects	**739,861**			
Project Balance	**-723,662**			
Non commited funds	$ 16,199		72,268	88,467
			2015 Cap Proj	-60000
				28,467

TIF District #6
2014 General Obligation Community Development Bonds
Series 2014B
$5,574,758.90 CAPITAL PROJECTS

$5,112,977.65 Cash Deposit for projects $461,781.25 Capitalized Interest

PROJECT	AMOUNT	Expenditure	BALANCE
Survey	40,000	40,080	-80
Roadways	1,465,000		1,465,000
Sanitary Sewer	935,000		935,000
Water System	820,000	395,350	424,650
Storm Sewer	950,000		950,000
Storm Water Ponds	55,000		55,000
Grading	221,250		221,250
Signage	70,000		70,000
Legal & Planning	50,000	27,511	22,489
Engineering & Contingency	510,000	93,407	416,593
			0
			0
GRAND TOTAL	**5,116,250**	**556,348**	**4,559,902**

10/1/2014

FINAL EXPENDITURE BY: 2034

REPAYMENT SCHEDULE - Variable INTEREST RATE 3.0448

Year	Principal 1-Mar	Interest Rate	Interest 1-Mar	Interest 1-Sep	Total
					0.00
2015			76,963.54	92,356.25	169,319.79
2016			92,356.25	92,356.25	184,712.50
2017			92,356.25	92,356.25	184,712.50
2018			92,356.25	92,356.25	184,712.50
2019			92,356.25	92,356.25	184,712.50
2020	150,000.00	3.00	92,356.25	90,106.25	332,462.50
2021	150,000.00	3.00	90,106.25	87,856.25	327,962.50
2022	280,000.00	3.00	87,856.25	83,656.25	451,512.50
2023	280,000.00	4.00	83,656.25	78,056.25	441,712.50
2024	330,000.00	4.00	78,056.25	71,456.25	479,512.50
2025	380,000.00	4.00	71,456.25	63,856.25	515,312.50
2026	380,000.00	4.00	63,856.25	56,256.25	500,112.50
2027	405,000.00	3.00	56,256.25	50,181.25	511,437.50
2028	415,000.00	3.00	50,181.25	43,956.25	509,137.50
2029	425,000.00	3.00	43,956.25	37,581.25	506,537.50
2030	435,000.00	3.25	37,581.25	30,512.50	503,093.75
2031	440,000.00	3.25	30,512.50	23,362.50	493,875.00
2032	440,000.00	3.50	23,362.50	15,662.50	479,025.00
2033	440,000.00	3.50	15,662.50	7,962.50	463,625.00
2034	455,000.00	3.50	7,962.50		462,962.50
Total	5,405,000.00		1,279,207.29	1,202,243.75	**7,886,451.04**

EXPENDITURE DETAIL	Date	Account	Amount	
Globe - Water Loop			395,350.01	
Legal	2014		7,013.00	
Air Land	2014		9,350.00	
Wetland & Waterway	2014		6,100.00	
Graef Traffic Impact	2014		4,700.00	
PSI	2014		16,699.00	
Himalayan Consutants	2014		3,231.00	
Ehler's	2014		14,000.00	
Misc	2014		6,497.73	
Wages	2014		93,407.12	Allocatge by % YE

Survey	40,080.00
Roadways	
Sanitary Sewer	
Water System	395,350.01
Storm Sewer	
Storm Water Ponds	
Grading	
Signage	
Legal & Planning	27,510.73
Engineering & Contingency	93,407.12

TID No. 6 Expenditures - Willow Creek Business Park

West of USH 41/45 adjacent to Appleton Avenue

Phase 1

TID#6 Approved

Date	Attorney Fees		Water Utility
2/10/2014	Wesolowski, Sajdak	126.00	
4/10/2014	Wesolowski, Sajdak	801.00	
8/25/2014	Wesolowski, Sajdak	1,386.00	
Date	**Vendor**		
4/10/2014	Air Land Survey	2,100.00	
4/25/2014	Turning Point Systems	227.00	
4/9/2014	Amazon - Aerial Panel Material	27.47	
4/9/2014	Sabic Polymershapes - Credit card	189.53	
4/3/2014	Journal Sentinel-JRB Notice	344.06	
6/10/2014	Himalayan Consultants	3,231.00	
	Milw Journal - JRB Notice	16.25	
	Rowe Professional (Air Land)	700.00	
	Scan Group	250.00	
	Ehler's	787.50	
7/10/2014	Rowe (Air Land)	6,550.00	
	Wetland & Waterway	6,100.00	
	Ehlers	12,500.00	
	Journal Sentinel-JRB Notice	15.95	
8/10/2014	Graef	4,465.00	
	PSI	14,199.00	
9/10/2014	Daily Reporter	110.23	
	Journal Sentinel Inv. Bidders	53.65	
	WI DNR Wtr Resource Appl	350.00	
	Globe Contractors		240,267.26
9/15/2014	To date Staff Wages	76,228.50	
9/25/2014	ANR Pipeline	1,600.00	
	Blueprints	88.08	
	SubTotal Prior to 10/1/14	132,446.22	
10/30/2014	DOR TIF #6 Setup	1,000.00	
10/10/2014	PSI Final potholing of gas line	2,500.00	
	Journal Sentinel	139.51	
10/7/2014	Payroll	2,437.06	
10/15/2014	Payroll	2,175.74	
10/21/2014	Payroll	956.08	
10/25/2014	Wesolowski, Sajdak	1,413.00	
	Professional Serv	2,720.00	
10/31/2014	Payroll	2,179.45	
11/4/2014	Payroll	1,333.78	
11/10/2014	R&M GIS	1,186.00	
11/26/2014	Payroll	2,179.68	
11/18/2014	Payroll	86.11	
11/15/2014	Payroll	2,175.77	
11/25/2014	Graef	235.00	
11/25/2014	Globe	340,199.00	
	Part of Payment 1	40,267.26	
	Retainages	14,883.75	
11/25/2014	Atty Fee - Wesolowski/Sajdak	567.00	
12/10/2014	Ehlers	1,500.00	
12/15/2014	Payroll	2,175.76	
12/2/2014	Payroll	0.00	
12/30/2014	Payroll	1,592.19	
	After 10/1/14	423,902.14	
	Total	556,348.36	

Contracts	Amount	Open	
Wetland & Waterway Consultants LLC Wetalnd Delineation	6,100.00	0.00	
Air Land Survey Aerial Topographic Survey	9,350.00	0.00	
Graef Traffic Impact Study	4,700.00	0.00	
Modify study - remove Phase 2	2,600.00	2,600.00	
PSI Geo Technical Study - Exploration at site, bedrock, ground water, gas lines, etc	16,699.00	0.00	
Himalayan Consultants Phase 1 Environmental Study	3,231.00	0.00	
Ehler's TID Creation	14,000.00	0.00	
Globe Contractors Watermain Extention - Lannon/Appleton $600,000 total - 1/3 Water Utility	400,000.00	4,649.99	
Himalayan Consultants Geo Technical Study - Compaction of soil, % moisture			
Super Western Grading	1,497,194.49	1,497,194.49	Super Wester
Advance Construction - Water	368,990	368,990	
Advance Construction - Sewer	753,930	753,930	
	3,076,794.49	2,627,364.48	

Note: Bond issuance cost *92,426.00* *included In G/L - not is Project Cost Total*

VII. F

INSPECTION SERVICES
LETTERS OF CREDIT/OCCUPANCY BONDS

Jan-15

Project	Expiration Date	Dollar Amount	Note	Issuing Bank	Renewability	Letter of Credit #
Florian Park N111 W18611 Mequon Road	2/25/2015	$ 20,000.00		Royal Credit Union Eau Claire, WI 54702	No Auto Extension	4562655433
AT & T Mobility LLC W124 N13185 Wasaukee Road	None	$ 20,000.00		Fidelity & Deposit Maryland Schaumburg, IL 60196	N/A	9145948
Buffalo Wild Wings N96 W17990 County Line Road	None/Cash	$ 20,000.00	1	N/A	N/A	Cash Bond
Ultra Tool W194 N11811 McCormick Drive	5/20/2015	$ 20,000.00	1	BMO Harris Bank	No Auto Extension	HACH437234OS
Gtown Retail/Continental 246 N96 W17950-80 County Line Roa	5/29/2015	$ 20,000.00		BMO Harris Bank	No Auto Extension	HACH438744OS
Northcentral/Core Commercial N96 W19120-80 County Line Roa	6/20/2015	$ 20,000.00		Associated Bank	No Auto Extension	DC112467US16914
Custom-Pak Products N118 W18981 Bunsen Drive	7/1/2015	$ 20,000.00		Commerce State Bank West Bend, WI 53095	No Auto Extension	170
Innovation Mold & Design N118 W18988 Bunsen Drive	None/Cash	$ 20,000.00		N/A	N/A	Cash Bond
Keller, Inc. W204 N11509 Goldendale Road	None/Cash	$ 20,000.00		N/A	N/A	Cash Bond
Systems, Inc W194 N11481 McCormick Drive	9/2/2015	$ 20,000.00	2	First Business Bank - Milw Brookfield, WI 53045	No Auto Extension	671
J.B.J. Companies W140 N10565-95 Fond du Lac	None/Cash	$ 20,000.00		N/A	N/A	Cash Bond
Airgas/C.G. Schmidt N112 W13333 Mequon Road	11/26/2015	$ 2,500.00		Park Bank Milwaukee, WI 53216	No Auto Extension	20141126
River Lane Holdings W179 N11595 Blackstone Circle	10/31/2015	$ 8,050.00		Park Bank Milwaukee, WI 53202	No Auto Extension	20141202
River Lane Holdings W179 N11493 Blackstone Circle	10/31/2015	$ 8,500.00		Park Bank Milwaukee, WI 53202	No Auto Extension	201412121
River Lane Holdings W179 N11601 Blackstone Circle	10/31/2015	$ 8,500.00		Park Bank Milwaukee, WI 53202	No Auto Extension	201412121

1. Returned, project completed. 2. Returned, project on hold.

Village of Germantown
Letters of Credit
Department of Public Works and Finance Department

Development	Expiration Date	Dollar Amount	Issuing Bank	Renewability	Letter of Credit No
Asset Development	2/13/2015	266,754.14	Wells Fargo	No Auto Extension	NZS614643
Continental 246	5/15/2015	320,000.00	Bank Mutual	Auto Extension	7356006863
Carriage Hills Germantown	1/6/2016	11,680.00	BMO Harris	Auto Extension	Cashers Check 63583360
Hillstone Apartments	10/7/2016	11,800.00	check		
Collateralization of funds held at US Bank					
US Bank	3/2/2015	20,400,000	Federal Home Loan Bank of Cincinnati	-	LOC No. 516903

Project(s) to WATCH: -

Village of Germantown

Germantown Planning & Zoning Department
LETTERS OF CREDIT (LOC)
Beneficiary: Village of Germantown

Note	Developer/Owner/Project	Project	Amount ($)	Expire Date	Bank/Lender	Contact Name	Address	Renewal Terms	Bank Ref ID/#	Status
1	Enviro-Safe Consulting	Provision of CUP #3-11 for removal or clean-up if necessary	$50,000	08/01/15	Spring Bank	Glenn A. Michaelsen, SVP	Spring Bank, 16655 W. Wisconsin Ave., Ste. 100, Brookfield, WI 53005	Automatic renewal after 1 year	LOC #5201203	Open
2	Todd Roskopf	Wetland Delineation	$300		Cash	Todd Roskopf	2375 N. 68th Street, Wauwatosa, WI 53213			Open
3	Cambridge Major Labs	Temporary Sidewalk	$5,000		Cash	Mike Krenz/Skyline Devel.	W130 N10497 WashingtonDrive, Germantown			Open

NOTES:

1 Enviro Safe for clean-up: Annually Renewing in Perpetuity
2 Todd Roskopf - Wetland Delineation (SWRPC conducting delineation Fall 2014)
3 Cambridge Major - Temporary Sidewalk

SUMMARY OF VILLAGE CONTRACTS

1-12-15

Contract Expiration Date	Name of Company	Service or Product Provided	Is this a contract? lease? license?	Annual Cost of Contract	Department Negotiating/ Overseeing Contract
02-28-2015	Morphotrak	Fast ID maintenance	contract	442.23	Police
02-29-2015	Johnson Controls	HVAC-Library	contract	2,648.00	Buildings & Grounds
03-06-2015	MLG	Business Park brokerage services	contract	10%	Administration
03-21-2016	General Code	laserfiche maintenance	contract	2,666.00	Police
03-29-2015	Schultz-Bernstein & Associates	Trend Micro Antivirus Maintenance	license	756.00	Finance
Spring 2015	Marine Biochemists	Algea treatment (pond by Wago)	contract	1,764.00	Highway
04-29-2015	Carlson AutoCAD	Auto CAD Software Maintenance	contract	1,238.00	Engineering
04-30-2015	Eaton Corporation	UPS maintenance main	contract	2,832.00	Police
05-01-2015	Wisconsin DOT (Municipal Salt Bid)	road salt	contract	210,000 est.	Highway
Summer 2015	Harley Davidson	motorcycle	lease	1,589.00	Police
08-15-2015	TE Brennan Company	Property & liability insurance consulting	contract	3,947.47	Finance
09-__-2015	Industrial Towel and Uniform	towels, floor mats, mop heads	contract	see pricing list	Buildings & Grounds
10-01-2015	Waste Management	solid waste & recycling pickup	contract	900,000.00	DPW
10-31-2015	Tapco	intersection signal maintenance	contract	1,710+ $85/hr.	Highway
10-31-2015	NuVantage Employee Resource	employee assistance program	contract	800+ hr. fee	Administration
12-31-2015	Ruekert & Mielke	GIS (3 year contract-payment 100% upfront)	contract	15,000.00	Sewer & Water
12-31-2015	JB Janitorial Services LLC	janitorial service	contract	83,040.00	Buildings & Grounds
12-31-2015	Braun Thyssen Krupp Elevator	PD elevator maintenance agreement	contract		Police
12-31-2015	Accurate Appraisal	assessing services	contract	54,500.00	Administration
12-31-2015	Harris	MSI Maintenance	license	14,120.26	Finance
12-31-2015	ProPhoenix Corporation	ProPhoenix annual main. & support	contract	28,706.00	Police
12-31-2015	General Communications	maintenance contract on AUX I/O's only	contract	2,850.00	Police
12-31-2015	Washington County Humane Society	animal control	contract	2,667.00	Police
12-31-2015	Vermot Systems	Rec Trac Maintenance	license	4,159.14	Park & Rec
12-31-2015	Baycom	911 service agreement	contract	14,350.00	Police
12-31-2015	Merlin Leasing	Nexlog 740 Recorder	lease	19,916.32	Police
12-31-2015	J. Mauel & Associates	tax col./pet lic., sp. assm't soft. maintenance	license	625.00	Finance
02-10-2016	AT&T	telephone service-Integration Info. Network	contract	see pricing list	Administration
02-06-2016	AT&T	State of Wisconsin Centrex	contract	see pricing list	Finance

Contract Expiration Date	Name of Company	Service or Product Provided	Is this a contract? lease? license?	Annual Cost of Contract	Department Negotiating/ Overseeing Contract
06-09-2016	Winscribe Digital	police dictation equipment	contract	2,727.00	Police
10-05-2016	Gordon Flesch	copier maintenance	lease	4,515.00	Police
12-31-2016	Cintas	fire alarm inspections	contract	7,652 est.	Buildings & Grounds
03-01-2017	ISDN	Pri Centrex	contract	see pricing list	Finance
05-31-2017	Emergency Services Marketing	I Am Responding	contract	650.00	Fire
09-13-2017	GFC Leasing	copiers	lease	5,700.00	Library
07-18-2016	AT&T	long distance	contract	varies	Finance
open	Ruekert & Mielke	SCADA	contract	T & M	Sewer & Water
0pen	Arborscape	weed violation cutting services	contract	time & material	Community Development

12-31-2014	Seiler	GPS Total Station software maintenance	license	4,824.00	Engineering
12-31-2014	General Communication	radio maintenance	contract	1,215.00	Buildings & Grounds
12-31-2014	Washington Co. Sheriff's Office	radio console maintenance	contract	4,050.00	Police