

MEETING:	GERMANTOWN COMMUNITY LIBRARY BOARD
DATE AND TIME:	Wednesday, August 23, 2023 6:00 PM
LOCATION:	Germantown Community Library N112W16957 Mequon Road

AGENDA

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL:**
- III. **APPROVAL OF AGENDA:**
- IV. **APPROVAL OF MINUTES:**
 - A. July 26, 2023
- V. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a three (3) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.)*
- VI. **FINANCIAL MATTERS:**
 - A. Treasurer's Report
 - B. Accounts Payable
 - C. Budget Reports
- VII. **REPORTS:**
 - A. Correspondence
 - B. Village Reports
 - C. County Reports
 - D. System Reports
 - E. President's Report
 - F. Director's Report
- VIII. **UNFINISHED BUSINESS**
 - A. Patio Project
- IX. **NEW BUSINESS:**
- X. **ADJOURNMENT:**

The next regular meeting of the Germantown Community Library Board will be on Wednesday, September 27, 2023 at 6:00 p.m.

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through

LIBRARY BOARD AGENDA

August 23, 2023

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appropriate aids and services. For additional information or to request this service, please contact the Assistant Director at (262) 253-7760, ext. 2002 or clloyd@germantownlibrarywi.org at least 48 hours prior to the meeting.

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: August 23, 2023

PLACEMENT: Action Item

ITEM TITLE: Library Board Meeting Minutes July 26, 2023

SUBMITTED BY: Connie Lloyd, Asst. Director

SUMMARY EXPLANATION:

Review the attached Library Board meeting minutes from the July 26, 2023 meeting.

ATTACHMENT:

1. Board Minutes 2023-07-26 DRAFT

RECOMMENDATION:

Approve the minutes from July 26, 2023

ACTION BY Committee:

MEETING:	GERMANTOWN COMMUNITY OF THE LIBRARY BOARD
DATE AND TIME:	Wednesday, July 26, 2023 6:00 PM
LOCATION:	Germantown Community Library N112W16957 Mequon Road

MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
The regular meeting of the Germantown Community Library was called to order by President Joyce Nelson at 6:02 p.m.

- II. **ROLL CALL:**
Present: Library Board Member Joletta Kerpan, Trustee Jan Miller, Library Board President Joyce Nelson, Library Board Member Darlene Vosen, Library Board Member Christa Potratz
Absent:
Excused: Library Board Member Jacob Misiak, Library Board Member Charlene Brady
Also Present: Library Director Smith, Assistant Library Director Lloyd

- III. **APPROVAL OF AGENDA:**
Motion: Move to amend the agenda to remove 'New Business Item A - Records Policy' indefinitely.
Motioned By: Jan Miller
Seconded By: Joletta Kerpan

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Joletta Kerpan, Christa Potratz
No: None
Abstain: None

Motion Passed (Yes 5, No 0, Abstained 0)

- IV. **APPROVAL OF MINUTES:**

A. June 28, 2023
Motion: Approve as presented
Motioned By: Jan Miller
Seconded By: Christa Potratz

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Joletta Kerpan, Christa Potratz

No: None

Abstain: None

Motion Passed (Yes 5, No 0, Abstained 0)

V. CITIZEN INPUT:

Kristine Huber, Windsong, Cir E, Germantown was present but did not speak.

VI. FINANCIAL MATTERS:

A. Treasurer's Report

Vosen presented the Treasurer Report. A check was cut for the purchase of the library lobby benches. Vosen pointed out Bank Five Nine is automatically depositing the interest earned for CD #2 and CD #4 in the Building Account rather than reinvesting within each CD. Kerpan indicated this impacts the interest rate earned due to not receiving compounding interest. Vosen will discuss this with the bank.

Motion: Approve as presented

Motioned By: Joyce Nelson

Seconded By: Joletta Kerpan

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Joletta Kerpan, Christa Potratz

No: None

Abstain: None

Motion Passed (Yes 5, No 0, Abstained 0)

B. Accounts Payable

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Joletta Kerpan

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Joletta Kerpan, Christa Potratz

No: None

Abstain: None

Motion Passed (Yes 5, No 0, Abstained 0)

C. Budget Reports

Miller questioned the Impact Fees description on several June items. They list 'Library Impact Fees' rather than the builder name and building permit number. Several items included the Building Permit Number without the builder's name. Miller asked Smith to request the Village Hall Finance Department change the descriptions.

VII. REPORTS:

A. Correspondence

Nelson. Thank you letters were written to the following individuals:

- Friends of the Germantown Community Library - \$8,500 (programming, patio expansion project, special collections)
- Bethlehem Lutheran (Kristin Miller) Blazer Dash proceeds - \$2,500 (patio expansion project)
- Colleen Kuchta - \$100 (patio expansion project)
- Ann & Paul Binzak - \$100 (patio expansion project)
- Bank Five Nine (Cheri Schadeberger) - \$150 in kind (childrens books)

B. Village Reports

Miller. The Village Board met July 17, 2023. Nelson was reappointed to the Library Board. The Library and Engberg Anderson provided a presentation regarding the future conceptual design process. Smith was asked if she would be requesting anything from the Village Board. She indicated the library would be requesting 50% of the estimated \$45,000 cost for the 2024 budget. This would be a required match of the Library Washington County Capital Funds that would be used for the other 50%. The Village Board had an extended discussion with Smith and attorney Sajdak regarding the use of the County Funds. Miller highlighted information regarding the agenda items for an improved inclusive playground, a resolution Miller presented regarding County shared revenue, the 2024 budget overview, and the reposting of Village Clerk position. Vosen asked about the status of the 2022 audit. Miller indicated it is work in progress at this point with the accounting firm.

C. County Reports

Smith. Working with the Washington County Clerk to determine the equalized property value to allow the five county libraries to know the municipality required funding to aid in the Library 2024 budget process.

D. System Reports

Smith. The Monarch Library System Directors met on Thursday, July 13 in Sheboygan. Topics included Vega updates, options to increase renewals, allowing patrons to cancel items in Hold status, and funding to upgrade the ticketing system.

E. President's Report

Nelson. None.

F. Director's Report

Smith. Smith highlighted information covered in the Director's Report.

- Potratz asked about the status of the Patio Project. Smith said she will provide an update next month. DPW is assisting with planning the work that impacts the current bricks.
- Nelson asked for further discussion regarding the Library and Engberg Anderson presentation at the Village Board meeting on July 17 that Smith included in the Director's Report. Nelson stated there were a number of positive comments from the trustees. Smith noted that a couple of points were raised about consideration of replacing the entire building rather than just adding a second floor and the timing of the project. There was discussion regarding the 5-year capital project plan and where the library fits. The plan will be reviewed by the Village Board at the August 7 meeting. Smith explained that because the library is required to fundraise for the majority of the cost of the

building, Conceptual Design is needed sooner than other Village building projects. There also were questions by the Village Board regarding the Washington County Capital Funds and the requirement of the Village to match the funds to be spent.

VIII. UNFINISHED BUSINESS *None.*

IX. NEW BUSINESS:

A. Records Policy

Item was removed from the agenda. No discussion.

X. ADJOURNMENT:

The next regular meeting of the Germantown Community Library Board will be on Wednesday, August 23, 2023 at 6:00 p.m.

Motion: Adjourn.

Motioned By: Jan Miller

Seconded By: Joyce Nelson

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Joletta Kerpan, Christa Potratz

No: None

Abstain: None

Motion Passed (Yes 5, No 0, Abstained 0)

The meeting was adjourned at 6:58 p.m.

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: August 23, 2023

PLACEMENT: Action Item

ITEM TITLE: Treasurer's Report

SUBMITTED BY: Darlene Vosen, Library Board Member

SUMMARY EXPLANATION:

Review the submitted Treasurer Report

ATTACHMENT:

1. Treasurer Report 2023-08-23

RECOMMENDATION:

Approve the Treasurer Report.

ACTION BY Committee:

Germantown Community Library Board

Financial Report August 17, 2023

By Darlene Vosen

Bank Five Nine GCL Board Checking Account

Balance 7/20/23 per online statement	\$3,213.42
No Activity	
Balance 8/17/23 per online statement	\$3,213.42

Bank Five Nine GCL Board Savings Account

Balance 7/20/23 per on-line statement	\$5,070.55
Interest July	+\$0.43
Balance 8/17/23 per on-line statement	\$5,070.98

Bank Five Nine GCL Building Account (*included in, but accounted for separately)

Balance 7/20/23 per on-line statement	\$13,666.93
Deposit Patio Expansion	+\$350.00
Interest July	+\$1.16
Balance 8/17/23 per on-line statement	\$14,018.09

***Penny Jug Fund/Art Work (Penny Jug Deposit 7/12/2023 +\$44.95) = \$2,300.74 (total)**

***RAO Account (technology/from Guaranty 7/27/18) = \$2,752.45 (total)**

***Expansion \$653.41 + \$1.16 (interest) = \$654.57 (total)**

***Patio Expansion \$7,960.33 + \$350.00 = \$8,310.33 (total)**

Bank Five Nine Building Fund CD Account

CD #1 Furniture (5708) Balance 1/5/23 per bank statement	\$16,792.60
3.65/3.70% Interest 13 months (w/1 bump) (mature 2/5/24)	
CD #2 Furniture (4025) Balance 4/4/23 per bank statement	\$15,000.00
4.52/4.60% Interest 8 months (mature 12/4/23)	
CD #3 Furniture (5608) Balance 3/7/23 per bank statement	\$15,000.00
3.94/4% Interest 8 months (mature 11/6/23)	
CD #4 Furniture (3991) Balance 4/4/23 per bank statement	\$15,000.00
4.57/4.65% Interest 15 months (mature 7/4/24)	
CD #5 Furniture (8801) Balance 10/31/22 per bank statement	\$10,075.44
3.21/3.25% Interest 13 months (bump used 4/4/23) (mature 11/30/23)	
CD #6 Expansion (8989) Balance 4/27/23 per bank statement	\$10,000.00
4.57%/4.65% Interest 15 months (mature 7/27/24)	
Furniture & Equipment (\$70,000.00) + Expansion (\$11,868.04) = \$81,868.04	

2023 GCLB Checking Account:

--GCL Usborne Book Sale SRP Funds (in GCLB check acct): \$1,845.01

--Early Literacy Fund: (in GCLB check account): \$468.76

--2022/23 Funds for Books &/or Materials (in GCLB checking account)

Glunz Donation (10/03/22): \$1,000/\$15.98 (left)

Cash anonymous donation (10/03/22): \$50.00

Total = \$65.98 (left to spend)

--Patio Expansion 2023 (in GCLB checking account)

5/30 Bricks/Tasker \$250.00/Bosch \$100.00/Nash \$100.00

6/29 Brick Kuchta \$100

Total = \$550.00 – (cost of bricks/shipping) =?

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: August 23, 2023

PLACEMENT: Action Item

ITEM TITLE: Accounts Payable

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

Review Vouchers Payable Part 1 and Part 2.

ATTACHMENT:

1. 2023-08 Vouchers (pt. 1)
2. 2023-08 Vouchers (pt. 2)

RECOMMENDATION:

Approve Vouchers Payable.

ACTION BY Committee:

Schedule of Vouchers - Village and County (Aug 2023)

Budget Expenses

Supplier	Account Number	Description	Amount
Credit Card	10-551-530-3100	General Supplies	\$44.00
Credit Card	10-551-530-3120	Print & Digital Marketing	\$1,070.00
Complete Office	10-551-530-3200	Office Supplies	\$366.42
Baker & Taylor	10-551-530-3600	Adult & Children's Titles	\$3,988.61
Cavendish Square	10-551-530-3600	Children's Titles	\$204.44
Ingram	10-551-530-3600	Adult Titles	\$100.15
Demco	10-551-530-3620	Book Processing Supplies	\$189.55
Daily News	10-551-530-3630	Periodical Subscription	\$240.00
The Wall Street Journal	10-551-530-3630	Periodical Subscription	\$599.88
Playaway	10-551-530-3640	Audio Visual Titles	\$335.44
Credit Card	10-551-530-3640	Audio Visual Titles	\$2,520.99
Gordon Flesch	10-551-530-3660	Computer Services	\$1,305.43
Credit Card	10-551-530-3660	Computer Services	\$718.65
Credit Card	10-551-530-3820	Programming Supplies	\$1,518.68
Credit Card	10-551-530-7250	Outreach Services	\$438.73

Total: \$13,640.97

Schedule of Vouchers - Village and County

Aug 2023 - Credit Card Statement

GERMANTOWN LIBRARY

Vendor	Account Number	Description	Amount
AMAZON	10-551-530-3820	PROGRAMMING SUPPLIES	\$569.57
CANVA	10-551-530-3120	PRINT & DIGITAL MARKETING	\$500.00
FRIENDS OF THE DOMES	10-551-530-3640	AUDIO VISUAL SUPPLIES	\$500.00
HOBBY LOBBY	10-551-530-3820	PROGRAMMING SUPPLIES	\$35.24
PICK N SAVE	10-551-530-3820	PROGRAMMING SUPPLIES	\$23.41
PATCHED WORKS	10-551-530-3820	PROGRAMMING SUPPLIES	\$50.40
ZOOLOGICAL SOCIETY OF MIL	10-551-530-3640	AUDIO VISUAL SUPPLIES	\$1,000.00
			\$2,678.62

DIRECTOR

Vendor	Account Number	Description	Amount
FAIRFIELD INN & SUITES	10-551-530-3100	GENERAL SUPPLIES	\$734.72
FAIRFIELD INN & SUITES (CREDIT FOR FRAUD)	10-551-530-3100	GENERAL SUPPLIES	-\$734.72
			\$0.00

YOUTH SERVICES LIBRARIAN

Vendor	Account Number	Description	Amount
AMAZON	10-551-530-3820	PROGRAMMING SUPPLIES	\$50.02
BEST BUT	10-551-530-3820	PROGRAMMING SUPPLIES	\$50.00
CANVA	10-551-530-3120	PRINT & DIGITAL MARKETING	\$570.00
CULVERS	10-551-530-3820	PROGRAMMING SUPPLIES	\$50.00
DOLLAR TREE	10-551-530-3820	PROGRAMMING SUPPLIES	\$20.00
DOMINO'S	10-551-530-3820	PROGRAMMING SUPPLIES	\$70.33
MCDONALDS	10-551-530-3820	PROGRAMMING SUPPLIES	\$10.00
PICK N SAVE	10-551-530-3820	PROGRAMMING SUPPLIES	\$9.47
SPEEDWAY	10-551-530-3820	PROGRAMMING SUPPLIES	\$4.62
TARGET	10-551-530-3820	PROGRAMMING SUPPLIES	\$115.62
WALGREENS	10-551-530-3820	PROGRAMMING SUPPLIES	\$90.00
			\$1,040.06

ASSISTANT DIRECTOR

Vendor	Account Number	Description	Amount
AMAZON	10-551-530-3660	COMPUTER SERVICES	\$238.65
CINTAS CORP	10-551-530-3100	GENERAL SUPPLIES	\$44.00
MOBILE BEACON	10-551-530-3660	COMPUTER SERVICES	\$480.00
			\$762.65

ADULT SERVICES LIBRARIAN

Vendor	Account Number	Description	Amount
AMAZON	10-551-530-3640	AUDIO VISUAL SUPPLIES	\$1,027.31
CULVERS	10-551-530-3820	PROGRAMMING SUPPLIES	\$100.00
KINDLE (CREDIT FOR FRAUD)	10-551-530-3640	AUDIO VISUAL SUPPLIES	-\$6.32
KWIK TRIP	10-551-530-3820	PROGRAMMING SUPPLIES	\$100.00
TARGET	10-551-530-3820	PROGRAMMING SUPPLIES	\$170.00
			\$1,390.99

OUTREACH SERVICES SPECIALIST

Vendor	Account Number	Description	Amount
ABOS	10-551-530-7250	OUTREACH SUPPLIES	\$99.00
AMAZON	10-551-530-7250	OUTREACH SUPPLIES	\$81.97
CULVERS	10-551-530-7250	OUTREACH SUPPLIES	\$29.26
DOLLAR TREE	10-551-530-7250	OUTREACH SUPPLIES	\$17.50
JIMMY JOHNS	10-551-530-7250	OUTREACH SUPPLIES	\$57.01
MICHAELS	10-551-530-7250	OUTREACH SUPPLIES	\$16.99
PIGGLY WIGGLY	10-551-530-7250	OUTREACH SUPPLIES	\$11.45
WM SUPERCENTER	10-551-530-7250	OUTREACH SUPPLIES	\$125.55
			\$438.73

\$6,311.05

			TOTALS
10-551-530-3100	GENERAL SUPPLIES		\$44.00
10-551-530-3120	MARKETING		\$1,070.00
10-551-530-3400	POSTAGE		\$0.00
10-551-530-3640	AUDIO/VISUAL MATERIAL		\$2,520.99
10-551-530-3660	COMPUTER SERVICES		\$718.65
10-551-530-3820	PROGRAMMING		\$1,518.68
10-551-530-7250	OUTREACH SERVICES		\$438.73
10-551-530-7700	TRAINING & SEMINARS		\$0.00

\$6,311.05

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: August 23, 2023

PLACEMENT: Presentation

ITEM TITLE: Budget Reports

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

Review Library Budget Reports as of August 18, 2023.

ATTACHMENT:

1. Library Budget Reports - 08-2023

RECOMMENDATION:

ACTION BY Committee:

DATE: 08/18/2023
TIME: 10:40:58
ID: GL470001.WOW

VILLAGE OF GERMANTOWN
DETAILED REVENUE & EXPENSE REPORT
BUDGET VS. ACTUAL WITH PERCENT VARIANCE
FOR 8 PERIODS ENDING AUGUST 31, 2023

PAGE: 2
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FUND: GENERAL FUND

ACCOUNT NUMBER	DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
INTERGOVERNMENTAL REVENUES							
REVENUES							
INTERGOVERNMENTAL REVENUES							
10-430-431-5540	STATE AID-SENIOR TRANSPORTATN	0.00	0.00	0.0	0.00	0.00	0.0
10-430-431-5900	STATE AID-MISCELLANEOUS	500.00	0.00	100.0	500.00	27.00	(94.6)
10-430-431-7210	COUNTY LIBRARY REVENUE	320,000.00	996.22	(99.6)	320,000.00	159,338.35	(50.2)
10-430-431-7214	COUNTY GRANTS	0.00	0.00	0.0	0.00	0.00	0.0
10-430-431-7215	COUNTY GRANT - AGING & DISABIL	6,000.00	0.00	100.0	6,000.00	4,721.54	(21.3)
10-430-431-7220	MID-WI FED LIB SYS-CONT ED GNT	0.00	0.00	0.0	0.00	0.00	0.0
10-430-431-7242	LOCAL ROAD IMPROVEMENT PROGRAM	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL INTERGOVERNMENTAL REVENUES		2,935,023.00	1,531.21	(99.9)	2,935,023.00	1,699,579.19	(42.0)
TOTAL REVENUES: INTERGOVERNMENTAL REVENUES		2,935,023.00	1,531.21	(99.9)	2,935,023.00	1,699,579.19	(42.0)
LICENSES, PERMITS & FEES							
REVENUES							
LICENSES							
10-440-441-1100	LIQUOR & MALT BEVERAGE	22,200.00	410.00	(98.1)	22,200.00	18,740.00	(15.5)
10-440-441-1200	OPERATORS	10,500.00	86.00	(99.1)	10,500.00	8,135.00	(22.5)
10-440-441-1400	ELECTRICAL CONTRACTORS	0.00	0.00	0.0	0.00	0.00	0.0
10-440-441-1600	CIGARETTE	1,700.00	0.00	100.0	1,700.00	200.00	(88.2)
10-440-441-1700	VENDING MACHINE	4,000.00	0.00	100.0	4,000.00	415.00	(89.6)
10-440-441-2100	MOBILE HOME PARK	700.00	0.00	100.0	700.00	0.00	100.0
10-440-441-2200	BICYCLE	50.00	5.00	(90.0)	50.00	5.00	(90.0)
10-440-441-2300	PET LICENSE	6,272.00	58.50	(99.0)	6,272.00	3,015.50	(51.9)
10-440-441-2400	FARMERS MARKET PERMIT	850.00	100.00	(88.2)	850.00	1,150.00	35.2
10-440-441-2900	OTHER LICENSES	3,000.00	30.00	(99.0)	3,000.00	18,796.87	526.5
TOTAL LICENSES		49,272.00	689.50	(98.6)	49,272.00	50,457.37	2.4
BUILDING INSPECTION FEES							
10-440-443-3100	BUILDING PERMITS	454,100.00	69,373.22	(84.7)	454,100.00	652,662.89	43.7
10-440-443-3200	ELECTRICAL PERMITS	73,200.00	4,585.75	(93.7)	73,200.00	56,397.50	(22.9)
10-440-443-3300	PLUMBING PERMITS	55,875.00	2,936.20	(94.7)	55,875.00	38,682.44	(30.7)
10-440-443-3400	SPRINKLER SYSTEM INSPECTIONS	9,000.00	0.00	100.0	9,000.00	2,375.00	(73.6)
10-440-443-3500	EROSION CONTROL FEES	28,175.00	175.00	(99.3)	28,175.00	22,435.00	(20.3)
10-440-443-3550	COMMERCIAL PLAN REVIEW FEE	72,875.00	400.00	(99.4)	72,875.00	64,485.00	(11.5)
10-440-443-3600	SEALER OF WEIGHTS & MEASURES	5,550.00	0.00	100.0	5,550.00	6,693.12	20.6
10-440-443-3610	TECHNOLOGY MAINTENANCE FEE	5,050.00	368.00	(92.7)	5,050.00	4,613.00	(8.6)
10-440-443-3700	APPRAISAL-INSPECTION FEE	15,000.00	410.00	(97.2)	15,000.00	10,329.00	(31.1)
TOTAL BUILDING INSPECTION FEES		718,825.00	78,248.17	(89.1)	718,825.00	858,672.95	19.4
OTHER REGULATORY PERMITS/FEES							

DATE: 08/18/2023
TIME: 10:40:58
ID: GL470001.WOW

VILLAGE OF GERMANTOWN
DETAILED REVENUE & EXPENSE REPORT
BUDGET VS. ACTUAL WITH PERCENT VARIANCE
FOR 8 PERIODS ENDING AUGUST 31, 2023

PAGE: 4
F-YR: 23

FUND: GENERAL FUND

ACCOUNT NUMBER	DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
PUBLIC CHARGES FOR SERVICES							
REVENUES							
PUBLIC SAFETY							
10-460-462-2110	POLICE-INVESTIGATION FEES	1,800.00	14.00	(99.2)	1,800.00	1,212.00	(32.6)
10-460-462-2120	ATT/ T-MBL TOWER RENTAL POLICE	63,500.00	3,115.28	(95.0)	63,500.00	21,806.96	(65.6)
10-460-462-2220	AMBULANCE FEES	620,000.00	(7,154.21)	(101.1)	620,000.00	349,557.31	(43.6)
10-460-462-2221	OTHER FIRE DEPARTMENT REVENUES	13,000.00	630.00	(95.1)	13,000.00	16,376.47	25.9
10-460-462-2250	FUEL TANK INSPECTION FEES	0.00	0.00	0.0	0.00	0.00	0.0
10-460-462-2260	SURVIVE ALIVE HOUSE EDUCATION	400.00	0.00	100.0	400.00	0.00	100.0
10-460-462-2266	SURVIVE ALIVE RENTAL INCOME	12,000.00	0.00	100.0	12,000.00	0.00	100.0
TOTAL PUBLIC SAFETY		710,700.00	(3,394.93)	(100.4)	710,700.00	388,952.74	(45.2)
PUBLIC WORKS							
10-460-463-3100	ENGINEERING FEES	55,000.00	11,000.00	(80.0)	55,000.00	31,707.00	(42.3)
10-460-463-3210	HIGHWAY DEPARTMENT	19,703.00	2,644.54	(86.5)	19,703.00	95,667.74	385.5
10-460-463-3220	SNOW & ICE CONTROL	4,000.00	0.00	100.0	4,000.00	3,816.08	(4.6)
10-460-463-3230	ROAD CUTS	3,500.00	0.00	100.0	3,500.00	0.00	100.0
10-460-463-3250	DRIVEWAY FEE	3,350.00	50.00	(98.5)	3,350.00	1,200.00	(64.1)
10-460-463-3260	FINAL YARD GRADE ADJ FEE	200.00	0.00	100.0	200.00	0.00	100.0
10-460-463-6440	WEED CONTROL	1,750.00	1,552.50	(11.2)	1,750.00	2,100.00	20.0
10-460-463-8440	RECYCLE CENTER USE FEE	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL PUBLIC WORKS		87,503.00	15,247.04	(82.5)	87,503.00	134,490.82	53.7
CULTURE, EDUCATION, RECREATION							
10-460-467-7110	LIBRARY FINES & FEES	10,000.00	8.24	(99.9)	10,000.00	7,431.76	(25.6)
10-460-467-7120	LIBRARY SYSTEM REVENUE	0.00	0.00	0.0	0.00	3,865.15	100.0
10-460-467-7210	PARK SHELTER & FIELD RENTAL	45,000.00	(6,325.00)	(114.0)	45,000.00	1,794.50	(96.0)
10-460-467-7212	PARK LAND FEES	300.00	0.00	100.0	300.00	0.00	100.0
10-460-467-7310	RECREATION FEES	1,115,000.00	131,924.16	(88.1)	1,115,000.00	586,460.65	(47.4)
10-460-467-7315	WPRA TICKET SALES	0.00	0.00	0.0	0.00	0.00	0.0
10-460-467-7317	ADVERTISING-REC DEPT BROCHURE	1,000.00	0.00	100.0	1,000.00	1,400.00	40.0
10-460-467-7318	RECREATION FACILITY USE FEE	75,000.00	6,683.27	(91.0)	75,000.00	38,238.23	(49.0)
10-460-467-7320	SENIOR CENTER FEES	9,000.00	914.00	(89.8)	9,000.00	6,124.43	(31.9)
10-460-467-7330	SENIOR CENTER RENTAL FEES	9,000.00	342.00	(96.2)	9,000.00	4,869.00	(45.9)
10-460-467-7340	CREDIT CARD	20,000.00	0.00	100.0	20,000.00	0.00	100.0
10-460-467-7350	SENIOR CENTER TRIP FEE	15,000.00	688.00	(95.4)	15,000.00	8,677.95	(42.1)
TOTAL CULTURE, EDUCATION, RECREATION		1,299,300.00	134,234.67	(89.6)	1,299,300.00	658,861.67	(49.2)
TOTAL REVENUES: PUBLIC CHARGES FOR SERVICES		2,169,503.00	148,607.15	(93.1)	2,169,503.00	1,240,053.74	(42.8)

MISCELLANEOUS REVENUES
REVENUES

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VILLAGE OF GERMANTOWN
DETAILED REVENUE & EXPENSE REPORT
BUDGET VS. ACTUAL WITH PERCENT VARIANCE
FOR 8 PERIODS ENDING AUGUST 31, 2023

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FUND: GENERAL FUND

ACCOUNT NUMBER	DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE

MISCELLANEOUS REVENUES							
REVENUES							
INTEREST REVENUE							
10-480-481-1100	INTEREST ON INVESTMENTS	168,000.00	0.00	100.0	168,000.00	24,323.94	(85.5)
10-480-481-1115	UNREALIZED GAIN ON INVESTMENTS	0.00	0.00	0.0	0.00	0.00	0.0
10-480-481-1300	INTEREST ON INVOICES	750.00	0.00	100.0	750.00	221.58	(70.4)
10-480-481-3200	INTEREST ON ASSESSMENTS	500.00	0.00	100.0	500.00	0.00	100.0

TOTAL INTEREST REVENUE		169,250.00	0.00	100.0	169,250.00	24,545.52	(85.5)
PROPERTY SALES							
10-480-483-3100	MATERIALS & SUPPLIES SALES	1,800.00	44.00	(97.5)	1,800.00	764.00	(57.5)
10-480-483-3200	PUBLIC SAFETY NUMBERS	2,760.00	0.00	100.0	2,760.00	720.06	(73.9)
10-480-483-3600	RECYCLING MATERIALS SALES	0.00	432.00	100.0	0.00	1,820.00	100.0
10-480-483-3610	RECYCLING CTR-WOOD CHIPS/MULCH	118.00	0.00	100.0	118.00	220.00	86.4

TOTAL PROPERTY SALES		4,678.00	476.00	(89.8)	4,678.00	3,524.06	(24.6)
DONATIONS & CONTRIBUTIONS							
10-480-485-5100	MISC GENERAL DONATIONS	0.00	0.00	0.0	0.00	0.00	0.0
10-480-485-5150	FIREWORKS DONATIONS	0.00	0.00	0.0	0.00	0.00	0.0
10-480-485-5210	POLICE DONATIONS & OTHER REV	0.00	0.00	0.0	0.00	2,500.00	100.0
10-480-485-5211	POLICE DEPT DARE FUND DONATION	0.00	0.00	0.0	0.00	0.00	0.0
10-480-485-5220	FIRE DEPARTMENT DONATIONS	0.00	0.00	0.0	0.00	200.00	100.0
10-480-485-5230	SURVIVE ALIVE HOUSE DONATIONS	0.00	0.00	0.0	0.00	0.00	0.0
10-480-485-5710	LIBRARY DONATIONS	0.00	0.00	0.0	0.00	0.00	0.0
10-480-485-5730	RECREATION DONATIONS	30,000.00	2,750.00	(90.8)	30,000.00	39,031.00	30.1
10-480-485-5740	OUTDOOR IMPROVEMENT DONATIONS	0.00	0.00	0.0	0.00	0.00	0.0

TOTAL DONATIONS & CONTRIBUTIONS		30,000.00	2,750.00	(90.8)	30,000.00	41,731.00	39.1
OTHER REVENUE							
10-480-489-9100	PERSONNEL COST ADJUSTMENT	0.00	0.00	0.0	0.00	0.00	0.0
10-480-489-9400	INSURANCE RECOVERIES	15,000.00	0.00	100.0	15,000.00	57,793.86	285.2
10-480-489-9600	REFUND OF PRIOR YEARS EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
10-480-489-9900	MISCELLANEOUS REVENUES	4,000.00	124.00	(96.9)	4,000.00	7,931.20	98.2

TOTAL OTHER REVENUE		19,000.00	124.00	(99.3)	19,000.00	65,725.06	245.9
TOTAL REVENUES: MISCELLANEOUS REVENUES		222,928.00	3,350.00	(98.5)	222,928.00	135,525.64	(39.2)
OTHER FINANCING SOURCES							
REVENUES							
PROCEEDS OF LONG-TERM DEBT							
10-490-491-1100	FUND BALANCE APPLIED	0.00	0.00	0.0	0.00	0.00	0.0

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VILLAGE OF GERMANTOWN
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FOR 8 PERIODS ENDING AUGUST 31, 2023

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FUND: GENERAL FUND

ACCOUNT NUMBER	DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
LIBRARY							
EXPENSES							
SALARIES & WAGES							
10-551-510-1100	SALARIES-FULL TIME	215,675.00	16,921.60	92.1	215,675.00	143,585.22	33.4
10-551-510-1150	SALARIES COUNTY	0.00	0.00	0.0	0.00	0.00	0.0
10-551-510-1800	SALARIES-PART TIME	338,920.00	28,243.45	91.6	338,920.00	231,906.62	31.5
10-551-510-1810	SALARIES-LIBRARY BOARD	1,200.00	0.00	100.0	1,200.00	570.00	52.5
TOTAL SALARIES & WAGES		555,795.00	45,165.05	91.8	555,795.00	376,061.84	32.3
FRINGE BENEFITS							
10-551-520-2100	SOCIAL SECURITY	41,296.00	3,313.78	91.9	41,296.00	27,708.68	32.9
10-551-520-2110	SOCIAL SECURITY-COUNTY	0.00	0.00	0.0	0.00	0.00	0.0
10-551-520-2200	STATE RETIREMENT	26,970.00	2,694.56	90.0	26,970.00	22,479.82	16.6
10-551-520-2210	STATE RETIREMENT-COUNTY	0.00	0.00	0.0	0.00	0.00	0.0
10-551-520-2300	HEALTH INSURANCE	69,073.00	0.00	100.0	69,073.00	56,183.96	18.6
10-551-520-2400	DENTAL INSURANCE	2,895.00	0.00	100.0	2,895.00	3,088.75	(6.6)
10-551-520-2500	LIFE INSURANCE	1,241.00	249.72	79.8	1,241.00	937.73	24.4
10-551-520-2510	LIFE INSURANCE-COUNTY SYSTEM	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FRINGE BENEFITS		141,475.00	6,258.06	95.5	141,475.00	110,398.94	21.9
OPERATING SUPPLIES & EXPENSES							
10-551-530-3100	GENERAL SUPPLIES & EXPENSES	10,000.00	(162.00)	101.6	10,000.00	4,528.59	54.7
10-551-530-3110	SUPPLIES & EXP-STORYTIME PROG	0.00	0.00	0.0	0.00	0.00	0.0
10-551-530-3120	MARKETING	10,000.00	0.00	100.0	10,000.00	7,054.72	29.4
10-551-530-3150	GENERAL SUPPLIES & EXP-COUNTY	0.00	0.00	0.0	0.00	0.00	0.0
10-551-530-3200	OFFICE SUPPLIES	5,000.00	0.00	100.0	5,000.00	2,102.13	57.9
10-551-530-3400	POSTAGE	2,000.00	0.00	100.0	2,000.00	606.58	69.6
10-551-530-3410	POSTAGE-COUNTY	0.00	0.00	0.0	0.00	0.00	0.0
10-551-530-3600	BOOKS	62,000.00	0.00	100.0	62,000.00	26,140.76	57.8
10-551-530-3610	BOOKS-COUNTY	0.00	0.00	0.0	0.00	0.00	0.0
10-551-530-3620	BOOK PROCESSING	10,000.00	0.00	100.0	10,000.00	9,051.85	9.4
10-551-530-3625	BOOK PROCESSING-COUNTY	0.00	0.00	0.0	0.00	0.00	0.0
10-551-530-3630	PERIODICALS	8,000.00	0.00	100.0	8,000.00	4,927.65	38.4
10-551-530-3635	PERIODICALS-COUNTY	0.00	0.00	0.0	0.00	0.00	0.0
10-551-530-3640	AUDIO VISUAL	22,000.00	0.00	100.0	22,000.00	7,474.73	66.0
10-551-530-3645	AUDIO VISUAL-COUNTY	0.00	0.00	0.0	0.00	0.00	0.0
10-551-530-3660	COMPUTER SERVICE	40,000.00	0.00	100.0	40,000.00	15,826.53	60.4
10-551-530-3665	COMPUTER SERVICE - COUNTY	0.00	0.00	0.0	0.00	0.00	0.0
10-551-530-3810	DONATIONS - EXPENSE	0.00	0.00	0.0	0.00	0.00	0.0
10-551-530-3820	PROGRAM SUPPLIES & EXPENSE	24,000.00	9.33	99.9	24,000.00	13,720.37	42.8
10-551-530-3821	PROGRAM SUPPLIES & EXP-COUNTY	0.00	0.00	0.0	0.00	0.00	0.0
10-551-530-3900	LIBRARY BOARD-OTHER EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
10-551-530-3950	OTHER SUPPLIES-CO.	0.00	0.00	0.0	0.00	0.00	0.0

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VILLAGE OF GERMANTOWN
DETAILED REVENUE & EXPENSE REPORT
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FOR 8 PERIODS ENDING AUGUST 31, 2023

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FUND: GENERAL FUND

ACCOUNT NUMBER	DESCRIPTION	AUGUST BUDGET	AUGUST ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
LIBRARY							
EXPENSES							
OPERATING SUPPLIES & EXPENSES							
10-551-530-5400	SYSTEM AUTOMATION	23,000.00	0.00	100.0	23,000.00	23,028.31	(0.1)
10-551-530-5410	SYSTEM AUTOMATION-COUTY	0.00	0.00	0.0	0.00	0.00	0.0
10-551-530-7100	UTILITIES	68,000.00	0.00	100.0	68,000.00	33,454.33	50.8
10-551-530-7200	TELEPHONE	4,000.00	0.00	100.0	4,000.00	179.64	95.5
10-551-530-7250	OUTREACH - COUNTY SYSTEM	4,000.00	0.00	100.0	4,000.00	1,280.67	67.9
10-551-530-7300	INSURANCE & BONDS	5,993.00	0.00	100.0	5,993.00	4,697.95	21.6
10-551-530-7700	TRAINING & SEMINARS	5,000.00	0.00	100.0	5,000.00	4,301.01	13.9
10-551-530-7710	TRAINING - COUNTY	0.00	0.00	0.0	0.00	0.00	0.0
10-551-530-7800	TRAVEL	1,000.00	0.00	100.0	1,000.00	330.78	66.9
TOTAL OPERATING SUPPLIES & EXPENSES		303,993.00	(152.67)	100.0	303,993.00	158,706.60	47.7
CAPITAL OUTLAY							
10-551-570-8100	MISCELLANEOUS EQUIPMENT - CTY	0.00	0.00	0.0	0.00	0.00	0.0
TOTAL CAPITAL OUTLAY		0.00	0.00	0.0	0.00	0.00	0.0
TOTAL EXPENSES: LIBRARY		1,001,263.00	51,270.44	94.8	1,001,263.00	645,167.38	35.5

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VILLAGE OF GERMANTOWN
ACCOUNT ACTIVITY DETAIL
ACCOUNT NUMBER: 234404495300

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PERIOD	JOURNAL #	ITEM #	TRANSACTION DESCRIPTION	DEBIT
01			BEGINNING BALANCE	
02	CR-C230214	039	B00038	\$281.00
02	CR-C230216	035	B00040	\$281.00
02	CR-C230216	036	B00069	\$281.00
02	CR-C230224	047	HRVST RDGE B00048	\$281.00
03	CR-C230315	052	B00055	\$281.00
04	CR-C230412	034	TIM OBRIEN B00072	\$281.00
04	CR-C230412	035	TIM OBRIEN B00073	\$281.00
04	CR-C230414	045	TIM PAGEL B00091	\$281.00
04	CR-C230420	059	VICTORY CO B00089	\$281.00
04	CR-C230420	060	HOME PATH B00092	\$281.00
05	CR-C230504	092	HOME PATH B00103	\$281.00
05	CR-C230523	055	ALESCI HOMES B00090	\$281.00
05	CR-C230523	056	HOME PATH B00139	\$281.00
06	CR-C230605	044	B00188	\$281.00
06	CR-C230605	045	B00189	\$281.00
06	CR-C230609	035	LIBRARY IMPACT FEES	\$281.00
06	CR-C230619	040	LIBRARY IMPACT FEES	\$281.00
07	CR-C230710	046	N113W14100	\$281.00
07	CR-C230710	047	N113W14102	\$281.00
07	CR-C230710	048	N113W14104	\$281.00
07	CR-C230710	049	N113W14106	\$281.00
07	CR-C230720	035	LIBRARY IMPACT FEES	\$281.00
08	CR-C230810	027	B00289	\$281.00
TOTAL DR/CR				\$6,463.00
ACCOUNT BALANCE				\$6,463.00

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VILLAGE OF GERMANTOWN
GENERAL LEDGER TRIAL BALANCE

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FUND: CAPITAL PROJECTS FUND
ACTIVITY FOR FISCAL PERIOD 08

ACCOUNT #	DESCRIPTION	TYPE	DR/ CR	BALANCE 08/01/23	NET DEBITS	NET CREDITS	BALANCE 08/31/23	COMMENTS
40-100-110-3000	TEMP INVEST - POOL	A	D	226,261.44	0.00	0.00	226,261.44	
40-100-110-3030	TEMP INVEST-LIBRARY	A	D	6,405.31	0.00	0.00	6,405.31	
40-100-110-3160	TEMP INVEST - TD AMERITRADE	A	D	372,461.16	0.00	0.00	372,461.16	
40-100-110-3161	TEMP INVEST-LIBRARY AMERITRADE	A	D	836,769.80	0.00	0.00	836,769.80	
40-100-110-3162	TEMP INVEST-ELM LN-AMERITRADE	A	D	81,437.50	0.00	0.00	81,437.50	
40-100-110-3163	TEMP INV-GLDNDL/FRSTDT INTR SCT	A	D	100,000.00	0.00	0.00	100,000.00	
40-100-110-3164	TEMP INVST - TD 2021 PROCEEDS	A	D	1,496,259.67	0.00	0.00	1,496,259.67	
40-100-110-3176	2022A BOND PROCEEDS	A	D	3,011,636.94	0.00	0.00	3,011,636.94	
40-100-110-3179	2022D NAN PROCEEDS	A	D	207,113.42	0.00	0.00	207,113.42	
40-100-110-3180	2022E BOND PROCEEDS	A	D	38,345,470.93	0.00	0.00	38,345,470.93	
40-100-120-1000	TAXES RECEIVABLE-CURRENT	A	D	0.00	0.00	0.00	0.00	
40-100-120-2000	SPECIAL ASSESSMENT RECEIVABLE	A	D	0.00	0.00	0.00	0.00	
40-100-120-9000	CONTRACT RECEIVABLE - ASSET	A	D	0.00	0.00	0.00	0.00	
40-100-120-9001	RECEIVABLE- HISTORICAL SOCIET	A	D	50,923.00	0.00	0.00	50,923.00	
40-100-130-1000	ACCOUNTS RECEIVABLE-CURRENT	A	D	0.00	0.00	0.00	0.00	
40-100-130-3100	INTEREST RECEIVABLE-INTEREST	A	D	1,016.26	0.00	0.00	1,016.26	
40-100-130-3103	INT RCVBL - LIBRARY AMERITRAD	A	D	-2,249.43	0.00	0.00	-2,249.43	
40-100-130-9000	OTHER ACCOUNTS RECEIVABLE	A	D	-0.05	0.00	0.00	-0.05	
40-100-150-1000	DUE FROM/TO GENERAL FUND	I	D	-10,398,717.62	0.00	5,773,139.10	-16,171,856.72	
40-100-150-3000	DUE TO/FROM DEBT SERVICE FD	I	C	-492,449.00	0.00	0.00	-492,449.00	
40-100-150-4700	DUE TO/FROM TIF 7	I	C	-700,000.00	0.00	0.00	-700,000.00	
40-100-150-4900	DUE TO/FROM TIF 9	I	C	-1,720,000.00	0.00	0.00	-1,720,000.00	
40-100-150-5000	DUE TO/FROM WATER UTILITY	I	C	-4,480,000.00	0.00	0.00	-4,480,000.00	
40-100-150-6000	DUE TO/FROM SEWER UTILITY	I	C	-4,850,000.00	0.00	0.00	-4,850,000.00	
40-100-150-8000	DUE FROM TAX AGENCY FUND	I	D	0.00	0.00	0.00	0.00	
40-100-160-2000	PREPAID EXPENSE	A	D	0.00	0.00	0.00	0.00	
40-200-210-1000	ACCOUNTS PAYABLE	L	C	119.44	0.00	0.00	119.44	
40-200-210-1100	RETAINAGES PAYABLE	L	C	63,666.35	0.00	0.00	63,666.35	
40-200-220-1000	2022D NAN 5/18/22	L	C	0.00	0.00	0.00	0.00	
40-200-230-1200	DEFERRED DEBIT - ASSET MGMT	L	C	0.00	0.00	0.00	0.00	
40-200-230-1211	DEFERRED DEBIT-HIST SOCIETY	L	C	50,923.00	0.00	0.00	50,923.00	
40-200-260-1000	DEFERRED TAXES	L	C	0.00	0.00	0.00	0.00	
40-200-260-9000	OTHER DEFERRED REVENUE	L	C	0.00	0.00	0.00	0.00	
40-200-260-9100	OTHER DEFERRED REV-BLACKSTONE	L	C	0.00	0.00	0.00	0.00	
40-340-341-1100	RESERVED FOR ENCUMBRANCES	C	C	0.00	0.00	0.00	0.00	
40-340-342-2300	DESIGNATED-CAPITAL PROJECTS	C	C	0.00	0.00	0.00	0.00	
40-340-343-3000	UNRESERVED AND UNDESIGNATED	C	C	31,688,573.85	0.00	0.00	31,688,573.85	
40-410-411-1100	GENERAL PROPERTY TAX	R	C	0.00	0.00	0.00	0.00	
40-420-420-1000	SPECIAL ASSESSMENTS	R	C	0.00	0.00	0.00	0.00	
40-420-420-1100	SPECIAL ASSMNT - ASSET DEVEL	R	C	0.00	0.00	0.00	0.00	
40-430-431-4100	STATE AID / GRANTS	R	C	0.00	0.00	0.00	0.00	
40-430-431-4200	OTHER PUBLIC GRANTS	R	C	0.00	0.00	0.00	0.00	
40-430-431-4300	RICHFIELD EXTENSION	R	C	0.00	0.00	0.00	0.00	
40-430-431-7210	COUNTY LIBRARY CAPITAL OFFSET	R	C	0.00	0.00	0.00	0.00	
40-480-481-1100	INTEREST ON INVESTMENTS	R	C	6,188.27	0.00	0.00	6,188.27	
40-480-481-1200	INTEREST ON ASSESSMENTS	R	C	0.00	0.00	0.00	0.00	
40-480-481-1210	INTEREST ON ASSMT - ASSET	R	C	0.00	0.00	0.00	0.00	

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VILLAGE OF GERMANTOWN
ACCOUNT ACTIVITY DETAIL
ACCOUNT NUMBER: 401001103161

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PERIOD	JOURNAL #	ITEM #	TRANSACTION DESCRIPTION	DEBIT
01			BEGINNING BALANCE	\$836,769.80
			TOTAL DR/CR	
			ACCOUNT BALANCE	\$836,769.80

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VILLAGE OF GERMANTOWN
DETAILED BALANCE SHEET

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FUND: LIBRARY IMPACT FEE FUND
FOR 8 PERIODS ENDING AUGUST 31, 2023

ACCOUNT #	DESCRIPTION	BALANCE 01/01/23	NET DEBITS	NET CREDITS	BALANCE 08/31/23

ASSETS					
CASH AND INVESTMENTS					
23-100-110-1200	TEMP INVEST - TD AMERITRADE	25,794.84	0.00	0.00	25,794.84
23-100-110-3000	TEMP INVESTMENTS - TRUST	0.00	0.00	0.00	0.00

TOTAL CASH AND INVESTMENTS		25,794.84	0.00	0.00	25,794.84
ACCOUNTS RECEIVABLE					
23-100-130-3100	ACCRUED INTEREST RECEIVABLE	173.41	0.00	0.00	173.41

TOTAL ACCOUNTS RECEIVABLE		173.41	0.00	0.00	173.41
DUE FROM/DUE TO OTHER FUNDS					
23-100-150-1000	DUE FROM/TO GENERAL FUND	33,158.00	6,463.00	0.00	39,621.00

TOTAL DUE FROM/DUE TO OTHER FUNDS		33,158.00	6,463.00	0.00	39,621.00

TOTAL ASSETS		59,126.25	6,463.00	0.00	65,589.25

LIABILITIES AND FUND EQUITY					
LIABILITIES					
ACCOUNTS PAYABLES & ACCRUALS					
23-200-210-1000	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00

TOTAL ACCOUNTS PAYABLES & ACCRUALS		0.00	0.00	0.00	0.00

TOTAL LIABILITIES		0.00	0.00	0.00	0.00
FUND EQUITY					
UNRESERVED AND UNDESIGNATED					
23-340-343-3000	UNRESERVED & UNDESIGNATED	59,126.25	0.00	0.00	59,126.25

TOTAL UNRESERVED AND UNDESIGNATED		59,126.25	0.00	0.00	59,126.25
FUND SURPLUS (DEFICIT)		0.00	0.00	6,463.00	6,463.00

TOTAL FUND EQUITY		59,126.25	0.00	6,463.00	65,589.25

TOTAL LIABILITIES AND FUND EQUITY		59,126.25	0.00	6,463.00	65,589.25

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: August 23, 2023

PLACEMENT: Presentation

ITEM TITLE: Director's Report

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

Review Director Report and attachments.

ATTACHMENT:

1. Director's Report (pt. 1)
2. Director's Report (pt. 2 - State Budget)
3. Director's Report (pt. 3 - WLA Thank You Request)
4. Director's Report (pt. 4 - Trustee Training)
5. Director's Report (pt. 5 - Village Board Meetings)
6. Director's Report (pt. 6 - Summer Reading Challenge)

RECOMMENDATION:

ACTION BY Committee:

Director's Report: August 2023

STATE OF WISCONSIN

- The Wisconsin Library Association has requested library staff, board members and library users to write hand-written thank you notes to Wisconsin Senators and Legislators regarding the passing of the 2023-2025 Wisconsin State Budget that secured the state library aid package (attached).
- Trustee Training Week is Monday, August 21 – Friday, August 25. All sessions will be held online at 12:00pm each day and will also be recorded (attached): <https://www.wistrusteetraining.com/>

MONARCH LIBRARY SYSTEM

- The Monarch Library System Directors met on Thursday, August 10 in Mequon. Topics included Vega updates on Discovery & Program, new billing schedule for Swank movie licenses, and the creation of system technology guides for library staff: <https://monarchlibraries.org/library-director-meetings/>
- Angela Nolet from Vega gave a presentation on Vega Program. Germantown will be part of the second group to test and evaluate the new system for development.

WASHINGTON COUNTY

- Slinger Community Library is the first Washington County Library to vote to go completely fine free in August.
- The Washington County Library Directors will hold one of two annual meetings on Thursday, August 24 to discuss the 2024 Washington County Library Budget.
- Washington County Library Directors are working Washington County Clerk to finalize minimal amounts for municipal library tax exemption.
- Jennifer Einwalter, director of the Jack Russell Memorial Library in Hartford, has resigned. The job has been posted.

VILLAGE OF GERMANTOWN:

- Village Board met on Monday, August 7.
 - The board voted to approve the village new Voice Over IP phone service with Crexendo for a five-year lease (attached).
 - The board vote to approve the 5-Year Capital Improvement Plan (attached). Library items include:
 - 2024: \$22,000 (Concept Drawings – determine estimated cost for second floor)
 - 2026: \$300,000 (Design Second Floor)
 - 2027: \$3,000,000 (Construct Second Floor)
- The General Government & Finance met on Monday, August 21.
- Village Board met on Monday, August 21.
- Agendas and minutes of individual meetings can be found on the Civic Clerk Portal: <https://germantownwi.portal.civicclerk.com/>
- Recordings can be found on YouTube at: <https://www.youtube.com/@villageofgermantownwiscons871/streams>

FRIENDS OF THE GERMANTOWN COMMUNITY LIBRARY

- The Friends will not meet in June – August.
- The Pop-Up Sale for August is \$0.50 item including music CDs and paperbacks.

- The Friends had a very successful summer sale in collaboration with the youth & teen Summer Reading Challenge. Over 660 coupons for free books were redeemed. We received a lot of positive feedback from patrons about being able to choose a free book from the book sale instead of the previous cart in the youth services department.

DONATIONS:

DEPOSITS:

STATISTICS:

- Previous Month & Annual Circulation:
 - Physical: **28,744** (0.1% from 2022 / 5.8% YTD)
 - Digital: **5,071** (8.4% from 2022 / 10.3% YTD)
 - Total: **33,815** (1.2% from 2022 / 6.5% YTD)
 - Outreach: **966** (4.4% from 2022 / 44.9% YTD)
- The library continues to be very busy with checkouts, check-ins, questions and summer reading.

PROGRAMMING:

- Summer Reading Challenge for all ages was completed on Saturday, August 5. Participation increase from last year (see attached)
 - 1,503 total participants (26.8% increase from 2023)
 - 7,352 total logs/cards turned in (21.1% from 2023)
- Ongoing Programs:
 - Youth: Storytime (2), Game On Wednesdays, Performances, Special Programs
 - Teen: Teen Advisory Board, Make It Crafts (3), Dungeon Master Training, Special Programs
 - Adult: Book Groups (6), Make It Crafts (3), Puzzle Day, Spice It Up, Stitch with Me, Board Game Café, Special Daytime & Evening Programs
 - Outreach: Senior Center Visits (5), Library Presents (Senior Center), Poetry Group (Gables), What Are You Reading Book Group (Gables), Preschool Reading (Jackson Community Center)
 - Enchanted Library: Fun Fridays, Neighborhood Visits, Special Events
- Upcoming Programs & Outreach: <https://germantownlibrarywi.libcal.com/>

IN THE NEWS:

DIRECTOR CONTINUING EDUCATION HOURS (100 HOURS EVERY 5 YEARS – EXPIRES IN 12/2027)

- Wisconsin Library Association Leadership Development Institute (online) (Aug 3 & Aug 9) (3 hrs)

DIRECTOR MEETINGS, PROGRAMS & OUTREACH (PAST):

- July 31 – Aug 4 – Vacation
- Thurs, Aug 3 - WLA Leadership Development Institute (recorded)
- Mon, Aug 7 – Village Board (online)
- Tues, Aug 8 – Village Administrator
- Wed, Aug 9 – Village Department Heads
- Wed, Aug 9 – WLA Leadership Development Institute
- Thurs, Aug 10 – Monarch Directors
- Fri, Aug 11 – Outreach: Enchanted Library Visits (3)

- Thurs, Aug 17 – Village Budget Manager
- Mon, Aug 21 – Village General Government & Finance
- Mon, Aug 21 – Village Board
- Wed, Aug 23 – Kiwanis
- Wed, Aug 23 – Village Department Heads
- Wed, Aug 23 – Library Board
- Thurs, Aug 24 – Washington County Library Directors
- Fri, Aug 25 – Director’s Retreat
- Mon, Aug 28 – Make It @ the Library Programs (3)

DIRECTOR MEETINGS, PROGRAMS & OUTREACH (SCHEDULED UPCOMING):

- Wed, Sept 6 – Village Department Heads
- Thurs, Sept 7 – Monarch Directors
- Mon, Sept 18 – Village General Government & Finance
- Mon, Sept 18 – Village Board
- Wed, Sept 20 – Village Department Heads
- Mon, Sept 25 – Friends of the Library
- Wed, Sept 27 – Library Board

DEPARTMENT UPDATES

MANAGEMENT & GENERAL STAFF (TRISHA)

- First quarter rounding has been completed by all staff members
- Work continues on the 2024 budget

YOUTH & TEEN SERVICES (JACKIE)

- Summer reading wrapped up on Saturday, August 5. Youth ages 0-17 enjoyed spinning the prize wheel. 1,307 reading logs were handed out, 663 Friends of the Library books were rewarded as prizes for 20 days of reading (over half of total participants did at least 20 days of reading), 2,977 coupons, 2065 mini-prizes and 500 raffle tickets were given out. Extra coupons were given to Outreach Services to be distributed at school open houses.
- Youth services collaborated with Outreach Services to visit the Wall of Sound Camp on 8/3. Teens were provided coupons, popsicles and info on library programs and services.
- Youth Services collaborated with Outreach Services on the ‘Who Durnit’ event (a passive mystery event).
- Youth Services assisted Outreach Services on neighborhood visits and Fun Fridays
- Youth Services Librarian set up bookwalk at Jackson Park on 8/20.
- Youth Services Librarian completed midyear check-ins with team.
- Youth Services provided a College Q&A for teens on 8/21.

ADULT SERVICES (LYNN)

- The Adult Services Librarian completed midyear check-ins with team staff.
- The Adult Summer Reading Program had 2,140 entries.
- Adult Services assisted with NAC Night on Tuesday, August 1.
- The Adult Services Librarian took a webinar on *Financial Scams and Fraud: The Relentless Targeting of Older Adults* on Friday, August 4.
- The Adult Services Librarian attended a meeting of the Library Memory Project on Monday, August 7.
- The Adult Services Librarian attended a meeting of the Village of Germantown's Wellness Committee on Thursday, August 16.
- Adult Services teamed with Outreach Services for a program at the Germantown Senior Center Wednesday, August 23.
- The Adult Services team met on Thursday, August 31.

OUTREACH SERVICES (CARA)

- Both the Neighborhood Visit Program and Fun Friday programs were completed for the summer season.
- Partnered with the Park and Recreation Department to provide hundreds of materials to children attending Kids Klub this summer.
- Worked in conjunction with the Youth & Teen Services Department to present the 'Who Dunnit' event.
- Worked with the Youth & Teen Services Department to provide a book walk to the Jackson Community Center for their circus event.
- Participated in the Richfield Days Parade.
- Worked in conjunction with Adult Services to present the August program at the Senior Center.

CIRCULATION SERVICES (DIANE)

- Circulation team met for our monthly meeting to discuss July circulation statistics
- Youth patrons were excited to redeem coupons for books from the Friends of the Library table.
- Circulation Manager met with circulation team for mid-year touch bases
- Circulation team continues to review library procedures
- Circulation team continues to handle text and email bounce backs which have decreased substantially

TECH SERVICES (CONNIE)

- Business as usual with some cleanup of processing and cataloging of certain collections.
- Had the opportunity to complete several backlogged collection additions.
- Attended an WAAL-TSS Virtual Conference on August 4.

ADMIN & PERSONNEL (CONNIE)

- Completed midyear check-ins with direct reports
- Working on cleaning up electronic files and digitizing others.
- Working on updating library procedures documentation.

TECHNOLOGY / STATISTICS (CONNIE)

- Participated with Village Department representatives to evaluate a VoIP phone system replacement. It has been approved by the Village Board and we are beginning the implementation planning. The goal is for the installation to be completed by the end of 2023.
- Coordinated with Monarch IT the implementation of an automated monthly Windows Update deployment on staff computers.

BUILDING MANAGEMENT & GROUNDS (CONNIE/DIANE)

- Coordinated with DPW on several building problems and maintenance.
- We are still experiencing roof leakage in the Large Community Room with large rainfalls. The DPW Superintendent met with the roofers this month to assess the continuing problem.

State Aid to Public Library Systems

Increased funding of the state's public library systems creates more opportunities for shared efficiencies, helps local libraries innovate, and strengthens the ability of libraries to respond to urgent local needs. An increase in state aid will be targeted to workforce development, information technology, access to electronic content, early literacy, and lifelong learning. The funding request for state aid to library systems is shown below.

	2023-24 Request	2024-25 Request
Requested Funding	\$22,013,100	\$24,013,100
Less Base	\$20,013,100	\$20,013,100
Requested Change	\$2,000,000	\$4,000,000

Library Service Contracts

Increased funding of the DPI contracts with providers of specialty library services will maintain existing service levels and allow continuation of statewide access to valuable resources and services. The funding request for library service contracts is shown below.

	2023-24 Request	2024-25 Request
Requested Funding	\$1,367,700	\$1,397,500
Less Base	\$1,367,700	\$1,367,700
Requested Change	\$0	\$29,800

BadgerLink and Newsline for the Blind

WLA supports DPI's request for an increase of \$104,000 in FY24 and \$203,000 in FY25 to cover costs to continue contracts with all current BadgerLink vendors and to maintain the current level of services through Newsline for the Blind.

	2023-24 Request	2024-25 Request
Requested Funding	\$3,387,300	\$3,486,300
Less Base	\$3,283,300	\$3,283,300
Requested Change	\$104,000	\$203,000



A Request from the WLA Library Development & Legislative Committee

What: Please send thank you notes!

Why: The 2023-2025 Wisconsin State Budget secured the [state library aid package](#) supported by WLA. This successful budget outcome is thanks to the strong relationships WLA members have built with legislators. Handwritten thank you notes are a WLA brand that builds those relationships!

When: As soon as possible

Who: Please send a thank you note to:

1. Senator Mary Felzkowski and Assembly Representative Tony Kurtz, our library champions on the Joint Finance Committee (JFC)
2. Senator Felzkowski's aide Stamen Ivanov and Representative Kurtz's aide, Danielle Zimmerman
3. If your legislator is on the JFC, please send them a thank you. [Click here for list of JFC members and the libraries in their districts.](#) Bonus points if you write to all 16 JFC members!
4. Is one of the following your Representative? If so, please send them a thank you: Clint Moses, Treig Pronschinske, Nancy VanderMeer, Rob Swearingen, Chanz Green, Cal Callahan, and Jim Edming. They wrote letters to the JFC in support of the state library aid package advocated by WLA.

How: It's easy!

1. Identify yourself as a constituent if a JFC member represents your voting address, and/or you are also a staff member at a library in their district.
2. Thank them for supporting state aid for Wisconsin libraries.
3. Invite them to visit your library and see all it has to offer your community.
4. Or mention that state aid to public library systems provides critical infrastructure for local libraries.

Where:

Address for all [State Senators](#): P.O. Box 7882, Madison, WI 53707-7882

Addresses for [Assembly Representatives](#):

LAST NAMES A-L: P.O. Box 8952, Madison, WI 53708-8952

LAST NAMES M-Z: P.O. Box 8953, Madison, WI 53708-8953

Please write instead of emailing. Receiving an appreciative note delivered by U.S. Mail is a Big Event in legislative offices at any time of the year. It is especially remembered by JFC members and their staff among other communications that are unhappy or contentious.

Thank you,

The WLA Library Development & Legislative Committee

Monday, August 21

No More Neutral: How to Use Marketing to Position Your Library in Challenging Times



Presenter:
Angela Hursh

Leads an outstanding team of marketing and training professionals at Novel List

On top of everything else they need to do, libraries increasingly find themselves at the center of controversy. The American Library Association reports a substantial increase in the number of book bans and challenges in 2022 (double the number of reports from 2021). Oftentimes, the library's efforts to create collection and service policies that fulfill its mission statement of inclusion are the focus of these challenges. These attacks cost money, lower morale, and reduce productivity amongst the staff. They also threaten the very existence of libraries. But libraries do have some power, and it comes in the form of promotion. In this session, you'll learn marketing tactics you can use now to clarify your library's policies, solidify your library's positions, and clearly communicate your mission, vision, and values. And you'll hear tactics to use to rally community and stakeholder support if your library should face such a challenge.

Tuesday, August 22

Wisconsin Library Law



Presenter:
Kris Turner

Associate Director of Public Services at the UW-Madison Law School Library

Reading and understanding laws and regulations can be daunting, even more so when you are a trustee or on a library board. This session will focus on demystifying the law and focus on specific statutes and cases that affect Wisconsin libraries as well as a discussion of how to best answer legal questions when they inevitably arise. Topics covered include open meeting laws, statutory delegation of library board authority, basics of legal research, and more. When the session has concluded, you will be able to better locate and answer legal questions that you may face as a library board member and also know what resources are available to you to get these difficult and stressful questions answered.

To help Kris develop his presentation, we have a short survey to determine the topics you are most interested in. Thank you!

<https://rb.gy/c3uo6>

Wednesday, August 23

Nurturing Your Library Culture



Presenter:
Jeannie Dilger

Founder and CEO of Arranging Time

Culture is all around us – it's the water for the fish!

In 2022, library science graduates looking for jobs ranked a positive, healthy workplace culture as being an even more important attribute than salary. A toxic workplace culture can impact mental health, decrease productivity, and lead good employees to leave for other jobs.

Join Library Director Jeannie Dilger for a look at what culture is, why it's important, and how to support the director and staff in creating or revising a culture statement. We'll talk about setting the tone with policies, decision-making, and hiring and evaluating the director. Learn how the work you do as trustees can influence the culture throughout the library.

Thursday, August 24

LGBTQ-Inclusive Trusteeship



Presenter:
Ray Lockman

Consultant, coach, and trainee at Minneapolis Central branch of Hennepin County Library (MN)

Ray Lockman (they/them) will equip Wisconsin trustees and library directors to be queer- and trans-inclusive advocates for their library communities. Participants will learn helpful language and practical tips before we put our new skills to work by grappling with tough real-world scenarios.

Friday, August 25

Elected Officials are People, Too



Presenter:
Lori Fisher

Maine State Librarian

Strong relationships with your elected officials are key to library advocacy. Learn how to connect with your electeds (and their staffs) and consistently demonstrate the value of your library, whether you are a library Trustee/board member, Friends of the Library, affiliated with a library Foundation, or are a library staff member. Find out valuable tips, whether you are making your first contacts, or continuing longstanding relationships.

Other Trustee Resources

- Trustee Essentials: A Handbook for Wisconsin Public Library Trustees
<https://dpi.wi.gov/libraries/public-libraries/governance-administration/trustees>
- United for Libraries, a Division of the American Library Association
<https://www.ala.org/united/>
 - Register for free Statewide All Access Benefits:
<https://www.ala.org/united/stateaccess>
- Wisconsin Library Trustees & Friends, a Division of the Wisconsin Library Association
<https://www.wisconsinlibraries.org/trustees-friends>
- Trustee Training Week Webinar Archive
www.wistrusteetraining.com/archive

Register Online:

www.wistrusteetraining.com

You must register for each session individually. Sessions will begin at 12 p.m., are 60 minutes, and will be recorded.

Questions?

Contact Jean Anderson
South Central Library System
608-246-5613
jean@scls.info



Trustee Training Week (TTW) is produced by the South Central Library System with support from all Wisconsin Public Library Systems. TTW is funded in part by a grant from the Institute of Museum and Library Services which administers the Library Services and Technology Act (LSTA). Thank you!

Bridges
IFLS
Kenosha County
Manitowoc-Calumet
Milwaukee County
Monarch
Nicolet
Northern Waters
Outagamie-Waupaca
Prairie Lakes
Southwest
Winding Rivers
Winnefox
Wisconsin Valley



August 21-25, 2023

12-1 p.m.

www.wistrusteetraining.com

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: August 7, 2023

PLACEMENT: Action Item

ITEM TITLE: Public Administration Associates Recommendations for the
Recruitment of the Director of Public Works and Village Engineer

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

1. PAA Memo 230807

RECOMMENDATION:

ACTION BY Committee:

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: August 7, 2023

PLACEMENT: Action Item

ITEM TITLE: Contract with Crexendo for Voice Over IP phone service for Village buildings

SUBMITTED BY: Erin Hirn, Support Services Manager

SUMMARY EXPLANATION:

Over the last month, a team of four (5) employees representing our five municipal buildings, not including the police department, spent multiple days assessing different companies and their proposals to provide voice over IP solutions to the Village. This included individual demonstrations and separate discussions to make sure the correct vendor was recommended by this internal committee who will represent the needs and wants of each individual facility. We recommend moving forward with the Crexendo proposal. If approved by the committee, the group will continue to work with the chosen vendor during the implementation process. Please see the calculations and proposals below which assisted during this decision-making process. Funding for the phone system comes from the following GL's 10-518-530-7200; 10-552-530-7200; 10-522-530-7200; 10-518-530-7200

Proposals
Company

	Monthly Cost	Annual Cost	Activation Amount	Term
Crexendo	\$1,030	\$12,361		5 year lease
☐ US Cellular				
Momentum Telecom	\$1,933	\$ 23,200	\$ 2,627	5 year lease
☐ AT&T				
Elevate	\$1,680	\$ 20,163		5 year lease
☐ Gordon Flesch				
Attlus Communications/ AT&T	\$2,968	\$35,616		Current
Attalus	\$911.05	\$10,932.60		5 year lease
Communications/Allworks/Clearfly				
Lingo Communications	\$1,582.28	\$18,627.36		5 year lease

ATTACHMENT:

1. 2023-0601 Pricing Proposal - Village of Germantown - Crexendo UScellular

RECOMMENDATION:

We would recommend the committee vote in favor of moving forward with the proposal submitted by Crexendo.

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: August 7, 2023

PLACEMENT: Action Item

ITEM TITLE: 5-Year Capital Improvements Plan

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

1. 2023-2027 v230802

RECOMMENDATION:

ACTION BY Committee:

Village of Germantown
SUMMARY OF C.I.P. EXPENDITURES (years 2023 - 2027)
by Department

REVISED 6/26/2023

Department- Project Category	2023	2024	2025	2026	2027	Total Cost
Data Processing						0
Technology Hardware		\$ 95,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 245,000
Tyler Munis Project						\$ -
						\$ -
						\$ -
	\$ -	\$ 95,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 245,000
Police Department						
Patrol Squads (24 total in Fleet/replace 2/yr; add 2%/yr)	\$ 120,000	\$ 156,060	\$ 106,120	\$ 162,360	\$ 168,855	\$ 713,395
ProPhoenix Upgrade					\$ 40,000	\$ 40,000
Defibrillators	\$ 24,000					
Department Lap Tops			\$ 50,000			\$ 50,000
New Police Department Campus						
Design (in 2023 into 2024)		\$ 750,000				\$ 750,000
Building (estimate build 2024/2025 @ \$17 mil)			\$ 17,000,000			\$ 17,000,000
Replace Handguns (New \$26,000 - sell existing(30%) = \$18,200)		\$ 18,200				\$ 18,200
	\$ 144,000	\$ 924,260	\$ 17,156,120	\$ 162,360	\$ 208,855	\$ 18,595,595
Fire Department						0
Equipment Replacement						0
Replace Pumper Truck (#1764; yr mnfr 2012) replace in 2032					I	\$ -
Replace Tender Truck (#1790; yr mnfr 1995)					N	\$ -
Replace SCBA's and Bottle Replacement					T B	\$ -
Replace Ambulance (#1751; yr mnfr 2021) replace in 2031					N A	\$ -
Replace Ambulance (#1754 yr mnfr 2011)	\$ 500,000					
Replace Staff Vehicle (#1785; yr mnfr 2013)					D N	\$ -
Replace Pumper Truck (#1762; yr mnfr 2015) replace in 2035					E K	\$ -
Replace Ladder Truck (#1771; yr mnfr 2001) replace in 2028					D	\$ -
Replace Ambulance (#1752; yr mnfr 2022) replace in 2034						\$ -
Replace Staff Vehicle (#1741; yr mnfr 2016)			\$ 85,000			\$ 85,000
Add UTV						\$ -
Firefighting Water Tender Truck	\$ 515,000					
Other Equipment (Fuel Tank / Station #2)	\$ 40,000					
Fire Extinguisher Training Prop	\$ 20,000					
	\$ 575,000	\$ 500,000	\$ 85,000	\$ -	\$ -	\$ 1,160,000
Library						
Design Second Floor Addition				\$ 300,000		\$ 300,000
Concept Drawings (determine estimated cost for Second Floor)	\$ 22,000					\$ 22,000
Construct Second Floor					\$ 3,000,000	\$ 3,000,000
	\$ -	\$ 22,000	\$ -	\$ 300,000	\$ 3,000,000	\$ 3,322,000
Street & Highway						
Single Axle Patrol Truck			\$ 260,000	\$ 260,000	\$ 520,000	\$ 1,040,000
Bucket Truck						\$ -
Pick-up w/ Plow Package				\$ 65,000		\$ 65,000
Tractor Loader Parks						\$ -
F-450 Truck Body						\$ -
Asphalt Paving (Annual Road Program)						
Salt/Brine Inseter	\$ 98,000					\$ 98,000
Zero Turn Mower (2)		\$ 20,000		\$ 38,000		\$ 58,000
Pick-up/w liftgate		\$ 57,000	\$ 58,000			\$ 115,000
Tandem Patrol Truck	\$ 240,000	\$ 350,000				\$ 590,000
Compact loader/skid loader		\$ 100,000				\$ 100,000
Road Paint sprayer		\$ 10,000				\$ 10,000
Ditch Mower Tractor				\$ 180,000		\$ 180,000
MV/Trackless			\$ 245,000			\$ 245,000
Air compressor/ pull behind				\$ 30,000		\$ 30,000
Tar Kettle & Router					\$ 110,000	\$ 110,000
1 Ton Dump Truck					\$ 75,000	\$ 75,000
	\$ 338,000	\$ 537,000	\$ 563,000	\$ 573,000	\$ 705,000	\$ 2,716,000
Wastewater Utility (Wastewater typically does not fit into SW)						
Relining & Manhole Maint sewer lines	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 350,000
CIPP waterway crossings	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000		\$ 800,000
Epoxy encapsulation of wet wells @ Main St & Old Farm Lifts	\$ 100,000					\$ 100,000
Flowminutor Main Street Lift Replacement	\$ 85,000					\$ 85,000
Truck (552) 2005 Jet Vac Replacement	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 175,000
Joint Meter Replacement						
Pump Upgrade w/ Controls- Lift 3			\$ 110,000			\$ 110,000
OHV and Trailer						
Lift 2 Sanitary Sewer Relay (Concord to Pilgrim)(Built 1965, Rehab 1988)	\$ 500,000					\$ 500,000
Lift 2 Sanitary Sewer Relay (Sumac to Concord)	\$ 225,000					\$ 225,000
Old Farm Lift Paralell Force Main-24"				\$ 2,100,000		\$ 2,100,000
Truck (555) 2009 GMC 2500 4X4 liftgate Replacement			\$ 65,000			\$ 65,000
Lift 6 Land Purchase	\$ 1,000,000					\$ 1,000,000
Field Mobile Work Stations		\$ 3,500				\$ 3,500
Telemetry Equipment			\$ 25,000			\$ 25,000
Truck (553) 2001 GMC G3500 Hi cube w/CCTV Equipment		\$ 330,000				\$ 330,000
Paralell Force Main from Main Street Lift					\$ 1,200,000	\$ 1,200,000
Auto Bar Screen-Main Street Lift			\$ 180,000			\$ 180,000
Electric Pumping Equipment Lift 7 pump replacement		\$ 24,000				\$ 24,000
	\$ 2,215,000	\$ 662,500	\$ 685,000	\$ 2,405,000	\$ 1,305,000	\$ 7,272,500

Village of Germantown
SUMMARY OF C.I.P. EXPENDITURES (years 2023 - 2027)
by Department

REVISED 6/26/2023

Department- Project Category	2023	2024	2025	2026	2027	Total Cost
Water Utility						
Well Rehab						
Well #2			\$ 150,000			\$ 150,000
Well #3						\$ -
Well #4						\$ -
Well #5	\$ 150,000					\$ 150,000
Well #7		\$ 150,000				\$ 150,000
Well #11						\$ -
	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ 450,000
Well Roof Shingling-new access hatch & Fence						
Well #2 (shingles)					\$ 15,000	\$ 15,000
Well #4 (shingles)					\$ 15,000	\$ 15,000
Well #5 (shingles)					\$ 25,000	\$ 25,000
Well #7 (shingles)					\$ 15,000	\$ 15,000
Boundary Fence at Well #5 & Well #7	\$ 58,000					\$ 58,000
	\$ 58,000	\$ -	\$ -	\$ -	\$ 70,000	\$ 128,000
Well House & Tower Door Lock Upgrade						
Keyless Access (22 well house & tower door locks)					\$ 55,000	\$ 55,000
Camera All Wells (keys and cameras maybe moved up a year or two)					\$ 56,000	\$ 56,000
	\$ -	\$ -	\$ -	\$ -	\$ 111,000	\$ 111,000
Well House VFD						
Well #2				\$ 45,000		\$ 45,000
Well #3					\$ 45,000	\$ 45,000
Well #4			\$ 45,000			\$ 45,000
Well #11						\$ -
	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ 45,000	\$ 135,000
Water Tower Painting						
Tower #3		\$ 650,000				\$ 650,000
	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ 650,000
Trucks-Equipment						
Vac/Valve Turner-2007 (possible move this out 2-4 years)					\$ 145,000	\$ 145,000
New Truck and Crane	\$ 105,000					\$ 105,000
	\$ -	\$ 105,000	\$ -	\$ -	\$ 145,000	\$ 250,000
Well Generators						
Well #2	\$ 300,000					\$ 300,000
Well #4			\$ 300,000			\$ 300,000
Well #7	\$ 300,000					\$ 300,000
250 kw Load Bank					\$ 30,000	\$ 30,000
	\$ -	\$ 600,000	\$ 300,000	\$ -	\$ 30,000	\$ 930,000
Well Antenna System-this is half sewer covers the other half						
Well Antenna System (50% water & 50% sewer)	\$ 150,000					\$ 150,000
	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
Water Main Relay						
Well #4-Prelube line & new outlet piping			\$ 75,000			\$ 75,000
Division Road??						
Santa Fe, Apache, Indianwood Dr, Cherokee, Commanche, Pawnee,					\$ 150,000	\$ 150,000
Council Bluffs- (13) Hydrants Replacements						
Shagbark Ln	\$ 450,000					\$ 450,000
Loop Sunny View, Daniels, Kurt, Williams & Roberts?				\$ 550,000		\$ 550,000
Glenwood Park	\$ 1,155,770					\$ 1,155,770
Hydrant and Valve Work Due to Road Construction	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 300,000
	\$ 1,155,770	\$ 525,000	\$ 150,000	\$ 625,000	\$ 225,000	\$ 2,680,770
	\$ 1,363,770	\$ 2,180,000	\$ 645,000	\$ 670,000	\$ 626,000	\$ 5,484,770

Village of Germantown
SUMMARY OF C.I.P. EXPENDITURES (years 2023 - 2027)
by Department

REVISED 6/26/2023

Department- Project Category	2023	2024	2025	2026	2027	Total Cost
Recycling Center						
Wheel Loader	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parks and Recreation						
Village-Wide Trail/Pathway Network Plan						\$ -
Land Acquisition – Community Park						\$ -
Dheinsville Park Festhalle – Bird Netting System						\$ -
Kinderberg Park – resurface tennis courts						\$ -
Alt Bauer Tennis		\$ 56,000	\$ 50,000			\$ 106,000
Ball Diamon Renovations (Haupt/Friedenfeld)	\$ 65,000					\$ 65,000
Kinderberg Park Playground	\$ 300,000					\$ 300,000
Community Park Master Plan & Phase 1 Development		\$ 2,000,000				\$ 2,000,000
Trail/Pathway System Implementation (4 annual Phases)		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Picnic Tables	\$ 49,000					\$ 49,000
Community Park Development – Phase 2 Development			\$ 750,000			\$ 750,000
Community Splashpad & All-Inclusive Playground		\$ 1,000,000				\$ 1,000,000
Community Park Development – Phase 3 Development				\$ 500,000		\$ 500,000
Friedenfeld Park Master & Design Development Plans						\$ -
Friedenfeld Park Utilities & Restroom/shelter Building				\$ 1,500,000		\$ 1,500,000
Stump Grinder	\$ 93,000					\$ 93,000
Pick-up Truck w/ Lift Gate	\$ 55,000					\$ 55,000
	\$ 562,000	\$ 3,156,000	\$ 900,000	\$ 2,100,000	\$ 100,000	\$ 6,818,000
Engineering						
Village Owned Pond Survey and Restoration (Jefferson Ponds-2027)		\$ 25,000	\$ 25,000	\$ 25,000	\$ 75,000	\$ 150,000
Lannon Rd & Maple Rd Intersection Improvements (HSIP funded)						\$ -
Intermodal/sidewalk Connectivity program		\$ 50,000		\$ 50,000		\$ 100,000
Sidewalk Program	\$ 45,000					\$ -
Woodlann Dr. Area (rural road areas) Drainage Improvements						\$ -
Easement cost through SE corner Goldendale Rd/Holy Hill Rd for sanitary sewer to serve NE corner of same intersection			\$ 400,000			\$ 400,000
Layout/Design future frontage Road (Holy Hill Rd to Shady Ln)		\$ 125,000				\$ 125,000
Division Road Reconstruction (Survey/Design)		\$ 290,000				\$ 290,000
Asphalt Paving (Annual Road Program)(Moved from Street Budget)	\$ 1,000,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 7,000,000
	\$ 1,045,000	\$ 1,990,000	\$ 1,925,000	\$ 1,575,000	\$ 1,575,000	\$ 8,110,000
Buildings						
Historical Bell Museum						\$ -
Historical Wolf Haus						\$ -
Fire Station #2	\$ 189,000					\$ 189,000
Survive Alive House						\$ -
Spassland Shelter						\$ -
Kinderberg Shelter						\$ -
Kinderberg Splash Pad						\$ -
Recreation Building (Old Fire House #1)						\$ -
Firemens Park Restroom						\$ -
Firemens Park Restroom	\$ 39,000					\$ 39,000
Fire Company Building	\$ 30,000					\$ 30,000
Senior Center						\$ -
Village Hall						\$ -
Library						\$ -
Police Department						\$ -
Police Annex						\$ -
	\$ 258,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,258,000
TOTAL (INCLUDES WATER AND WASTE WATER UTILITIES)	\$ 6,500,770	\$ 10,566,760	\$ 22,509,120	\$ 8,335,360	\$ 8,069,855	\$ 55,981,865
TOTAL 2023 LESS WATER AND WASTE WATER UTILITIES	\$ 2,922,000	\$ 7,724,260	\$ 21,179,120	\$ 5,260,360	\$ 6,138,855	\$ 43,224,595

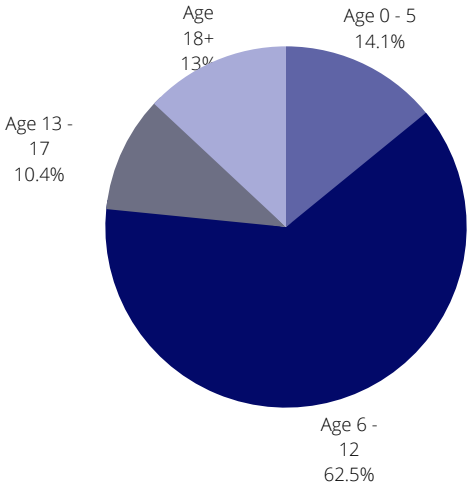
2023 SUMMER READING CHALLENGE

GERMANTOWN COMMUNITY LIBRARY

2022
IN-PERSON

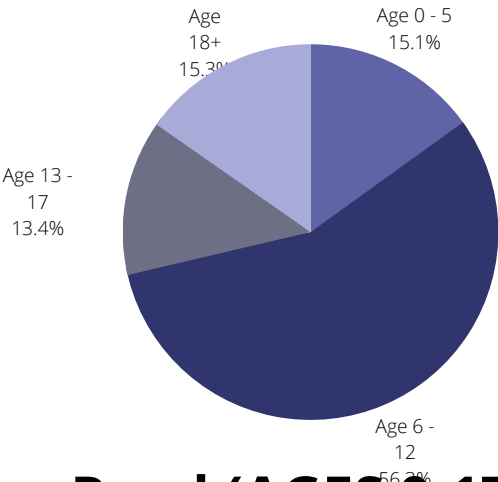
*Some numbers are based on averages by total participants

Total Participants



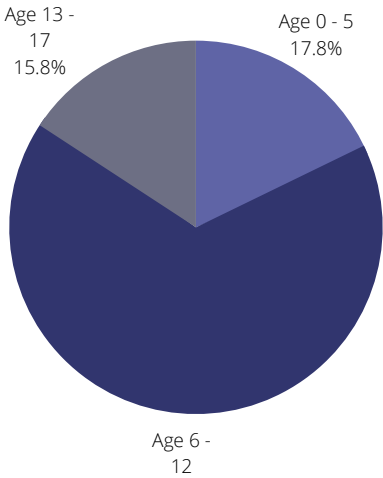
1,503
PEOPLE PARTICIPATED
26.8% INCREASE

Logs Turned In



7,352*
LOGS TURNED IN
21.1% INCREASE

Days Read (AGES 0-17 ONLY)



31,135*
DAYS READ

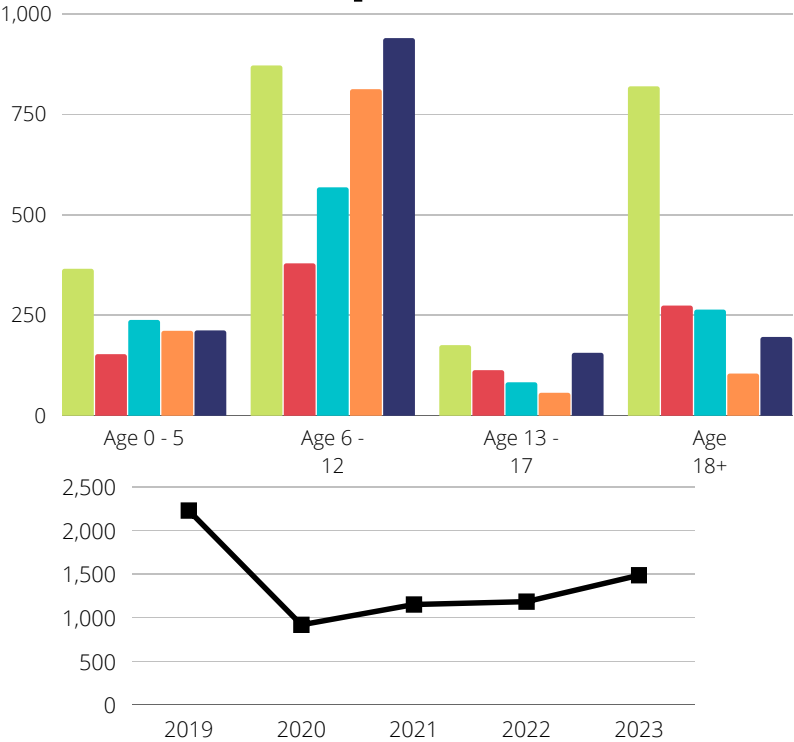
2019-2023 SUMMER READING CHALLENGE

GERMANTOWN COMMUNITY LIBRARY

*Some numbers are based on averages by total participants



Total Participants

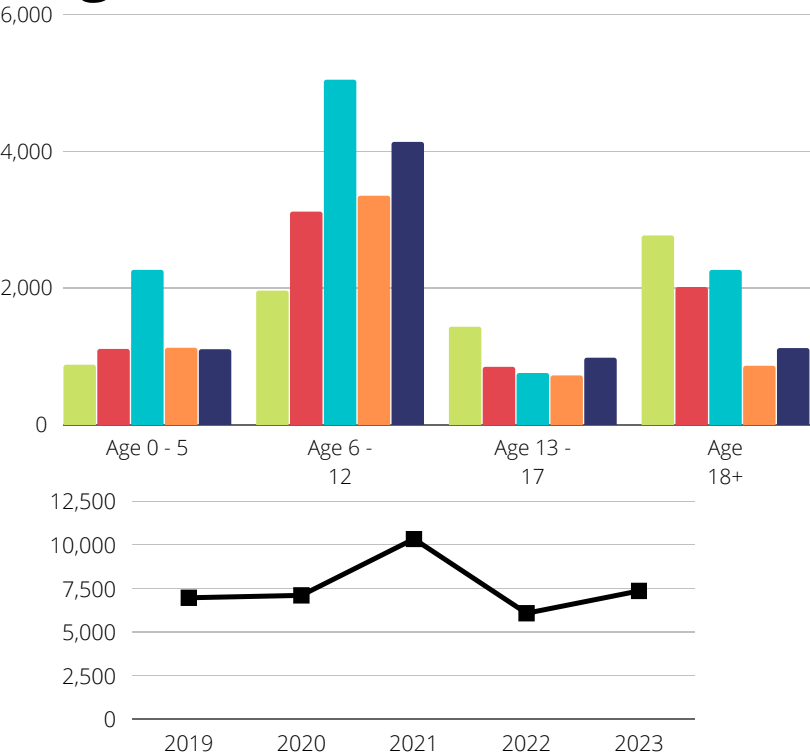


1,503

PEOPLE PARTICIPATED
26.8% INCREASE

(1,185 IN 2023)
(1,152 IN 2021)
(919 IN 2020)
(2,230 IN 2019)

Logs Turned In



7,352

LOGS TURNED IN
21.1% INCREASE

(6,071 IN 2022)
(10,334 IN 2021)
(7,096 IN 2020)
(6,958 IN 2019)

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: August 23, 2023

PLACEMENT: Action Item

ITEM TITLE: Patio Project

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

Our main goals for improvements for the Patio area include:

1. Safety – fence in the area from the parking lot
2. Accessibility – create an accessible path
3. Underutilized Space – add items such as small-scale playground equipment, early literacy activities and solar charging benches

So far the library has raised over \$10,000 for the project:

- \$5,000: Friends of the Germantown Community Library
- \$2,500: Bethlehem Lutheran Blazer Dash
- \$1,700+ Leadership Germantown
- \$1,000: Germantown Kiwanis

We hope to start asking for additional donations from private citizens, organizations and businesses in the fall (attached).

Since presented at the June Library Board meeting, the library has been working with the Department of Public Instruction on evaluating the plan and looking at the current patio area. We had originally hoped to leave the current bricks as they are right now, but upon looking at the area, there are many places that the bricks are uneven. The patio was redone several years ago and the Department of Public works is worried that even if this work is done again, bricks will continue to move. We are worried that this will be a problem for those with accessibility issues and creating a cohesive area. The library is looking at the option of filling in the current area with cement or a similar material to be consistent with the additional pathways. Current and future bricks would be reworked to be placed along the outer area of the sidewalk and patio area.

Official contracts have not been awarded, but we are working with a conceptual design from Johnson's Nursery on updates to the patio space and adding additional sidewalks (attached). Our goal is to complete the patio area, sidewalk areas, play space matting and play space equipment in the spring or fall of 2024. The second phase of the project would include completing updated landscaping.

Due to the drainage and small space to work with, the play space equipment needs to meet very specific size requirements in order to meet liability requirements. We are currently looking at equipment from Playworld and Percussion Play (attached):

- Play Town Silly Tree
- Garden Panel

- Harmony Flowers (multiple)

Other items will include picnic tables and possibility additional benches.

All finalized designs and prices will be brought back to the Library Board for final approval.

The library is working with the Village to ensure that the project will meet Village requirements and approval processes.

ATTACHMENT:

1. 2023-08 Patio Project (pt. 1 - Donor Information)
2. 2023-08 Patio Project (pt. 2 - Design)
3. 2023-08 Patio Project (pt. 3 - Equipment)

RECOMMENDATION:

Approve conceptual design of updates to the patio project.

ACTION BY Committee:



THANK YOU!

**We would like to thank the community
for your continued support! Together
we will achieve our goals!**

Connect with us

For more information about this project contact:

Trisha Smith - Library Director
262.253.7760 ext 2005 or smithp@germantownlibrarywi.org

Connie Lloyd - Assistant Library Director
262.253.7760 ext 2002 or clloyd@germantownlibrarywi.org

Jackie Molitor - Youth Services Librarian
262. 253.7760 ext 2014 or jmolitor@germantownlibrarywi.org

Cara Reimer - Community Engagement Specialist
262.305.6996 or creimer@germantownlibrarywi.org

PATIO UPDATE PROJECT 2023-2024



**The new patio improvements will create a
welcoming and functional outdoor space
for all to enjoy. It is a place where
neighbors can connect, learn and inspire
each other.**





Our History

The library has been a cornerstone of Germantown, Richfield and Jackson since the original building was built in 1963. Due to significant growth in the community we relocated to a larger space in 1982 and again in 2002. Today, the Germantown Community Library offers a wide variety of materials, programs and and services to help the build connections and enrich lives.

The Time is Now

As Germantown continues to grow, so too does the need for the library and its services. The new patio space will serve thousands of youth, families and adults each year and will add a whole new dimension to our building. Supporting your library has never been more important!

Project Highlights:

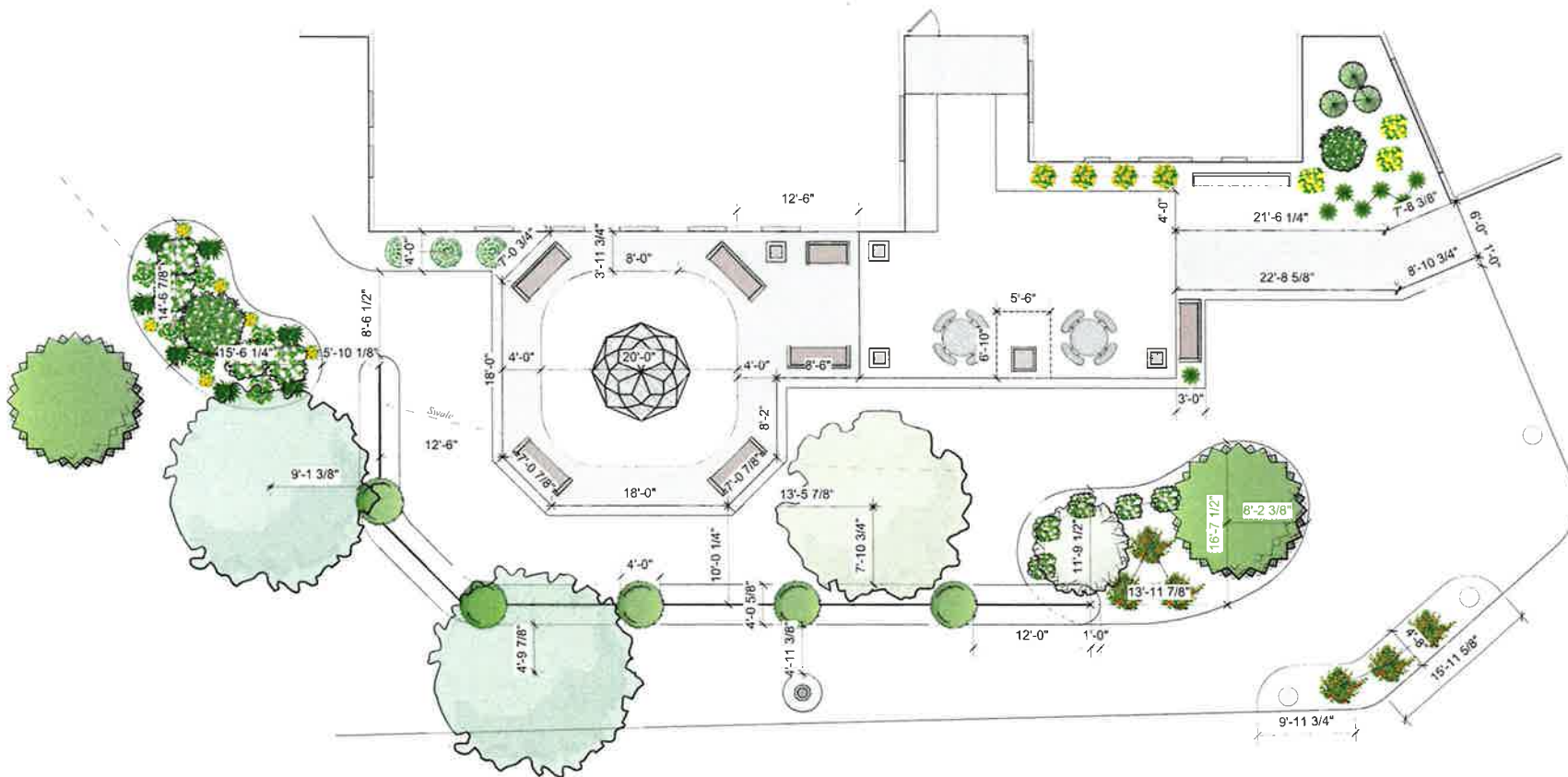
- Main sidewalk & play area sidewalk
- Partial fencing & surrounding landscaping
- Additional seating and tables
- Play area with rubber surface
- Landscaping near the foundation & new butterfly garden

Help make it possible

Your donation will help create a space in which everyone can come together! We hope that you will join us in supporting this project.



Supporter	\$50+	Leaf on Tree in Children's Area
Ally	\$100+	Small Brick on Patio
Partner	\$250+	Large Brick on Patio
Advocate	\$500+	Plaque in the Lobby
Champion	\$1,000+	Name on Sign
Hero	\$5,000+	Name on Sign
Benefactor	\$10,000+	Name on Sign
Naming Rights	\$15,000+	Name on Area



 JOHNSON'S NURSERY INC. W180 N6275 Marcy Road Menomonee Falls, WI 53051 262.252.4988 jnplants.com	Germantown Community Library N112W16957 Mequon Rd Germantown, WI 53022	
	Designer Dresden Andrea	Date 1/20/2023
	Scale: 1" = 8'	



PlayTown™ Silly Tree

Product: ZZXX0885

\$12,209

Ages 2-5yrs

Space Required
17' 0" x 18' 10"
(5,18m x 5,74m)

Product Description

Features engaging, interactive elements and adds a backyard feature to the collection. Silly Tree's design provides important ground-level play that's accessible to everyone. The opening in the tree is designed so a wheelchair user can pass through or a caregiver can be involved in the play. U.S. Patent No. D943700&edsp;

Patented: USD943700

Product Details

Size: 5' 7" x 10' 10" x 7' 2"H

Capacity: 18

Weight: 854 lb

Install Hours: 6

Fall Height: 0' 8"

Complies With:

ASTM F1487

CPSC PUB.325

CAN/CSA-Z614

EN1176

Prices are approximate. Prices shown in U.S. Dollars. Prices do not include freight, custom fees, surfacing or installation. Please contact your authorized Playworld Representative for pricing.

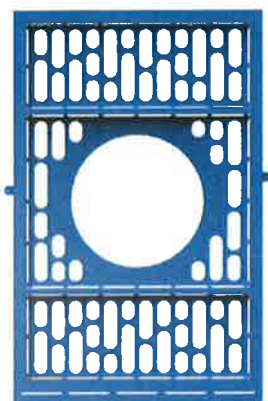
Pictured components and their associated prices are not reflective of total cost of configuration



Activity Panels

AGES: 2-12

Promote interactive, sensory, and inclusive play with activity panels for your Challengers® or Playmakers® structure. From world-altering effects to games that make you think, these panels offer something for everyone. Just select your Activity Panel Frame color, then pick an Activity Panel Insert (colors as shown below).



Contained Activity Panel



Activity Panel



Garden Panel not compatible with Very Buried Insert. Slide & Solve Insert does not meet ADA requirements

Garden Panel



Hypnotize Insert

- Spin the outer ring to feel the dizzying pull of this optical illusion



Very Buried Insert

- Rotate the sphere to shift the pebbles and reveal hidden treasures



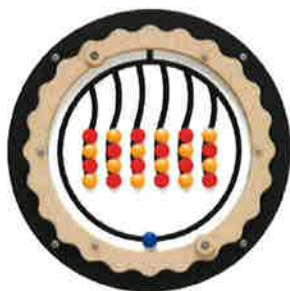
Funhouse Insert

- Laugh at your distorted reflection in this wacky cracked mirror



A-maze-ing Insert

- Turn the outer ring to direct the metal ball into the center and back again



Four-the-Win Insert

- Grab a partner and match four caps in a row to win, or invent your own rules



Slide & Solve Insert

- Slide the tiles vertically and horizontally to solve the puzzle



Magical Music Insert

- Make your own music in mode setting or listen to preset tunes at the touch of a button





All ▾ round+outdoor+table+and+chairs+with+umbrella

0

Celebrate the new year with a **gift card**

Patio, Lawn & Garden › Patio Furniture & Accessories › Tables › Picnic Tables



Roll over image to zoom in



COATED OUTDOOR FURNITURE TRD3-DBL Top Round Portable Picnic Table, 46-inch, Dark Blue

Brand: CoatedOutdoorFurniture

Price: **\$1,539.00**Color: **Dark Blue**Size: **46 In, Round Handicap, Ex...**

46 In, Round...	6 Ft, Rectangle...
\$1,539.00	\$1,075.00
8 Ft, Rectangle...	8 Ft, Rectangle...
\$1,233.00	\$1,233.00
8 Ft, Rectangle...	46 In, Round,...
1 option from \$1,233.00	\$1,130.00
46 In, Square...	46 In, Square...
\$1,692.00	\$1,020.00

Assembly options: **Get expert assembly** [Details](#)**Without expert assembly**Expert assembly
+\$110.00 per unit[What's included](#)**\$1,539.00**FREE delivery **January 23 - 30.**[Details](#)Deliver to Village - Germantown
53022**In stock.**

Usually ships within 2 to 3 days.

Qty: 1

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Commercial Grade Steel Lawn Swing and Frame

CHILD WORKS SKU: B6WBMOD-SWING **EST. LEAD TIME: 6 TO 8 WEEKS**

4 - 6 Ft. Bench with Contoured Back and Arms, 3/4" #9 Expanded Metal, 2 3/8" Swing Frame, Inground Mount. 18" approximate seat height. Frame is made of 2 3/8" tubing galvanized and then applied a powder coat finish.

Assembly Required

Length: 6 Feet