

MEETING:	GERMANTOWN COMMUNITY LIBRARY BOARD
DATE AND TIME:	Wednesday, July 24, 2024 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. June 26, 2024, Meeting Minutes
- 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. 2024 FFP Grant for Library Expansion
 - B. Patio Project
- IX. **NEW BUSINESS:**
 - A. Patio Project Landscaping
- X. **ADJOURNMENT:**

LIBRARY BOARD AGENDA

July 24, 2024

Page 2

The next regular meeting of the Germantown Community Library Board will be on Wednesday, August 28, 2024 at 6:00 p.m.

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, 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: July 24, 2024

PLACEMENT: Action Item

ITEM TITLE: June 26, 2024, Meeting Minutes

SUBMITTED BY: Connie Lloyd, Asst. Director

SUMMARY EXPLANATION:

Review enclosed meeting minutes from the June 26, 2024, Library Board meeting.

ATTACHMENT:

1. Library Board Minutes 06-26-24 DRAFT

STAFF RECOMMENDATION:

Approve meeting minutes as presented.

ACTION BY Committee:

MEETING:	GERMANTOWN COMMUNITY OF THE LIBRARY BOARD
DATE AND TIME:	Wednesday, June 26, 2024 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 06:00 PM.

- II. **ROLL CALL:**
Present: Library Board President Joyce Nelson, Trustee Meg Cutts, Library Board Member Charlene Brady, Library Board Member Joletta Kerpan, Library Board Member Darlene Vosen, Library Board Member Sarah Larson
Absent:
Excused: Library Board Member Jacob Misiak
Also present: Library Director Trisha Smith, Assistant Library Director Connie Lloyd

- III. **APPROVAL OF AGENDA:**
Motion: Approve as presented
Motioned By: Sarah Larson
Seconded By: Meg Cutts

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Meg Cutts, Sarah Larson

No: None

Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

- IV. **APPROVAL OF MINUTES:**

A. May 22, 2024, Meeting Minutes

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Joletta Kerpan

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Meg Cutts, Sarah Larson

No: None

Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

- 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.)*

Jan Miller (PO Box 834, Germantown) spoke on Grant Resolution 17-2024 and the Library County Offset Fund.

VI. **FINANCIAL MATTERS:**

A. Treasurer's Report

Vosen reported CD #4 will mature prior to the July board meeting on 7/4/24. She asked for direction regarding renewal terms of the CD. Board members supported a 15-month renewal term. The rate was approximately 5.1% at the time of inquiry. In addition, CD #6 will mature on 7/27/24. Renewal of this CD will be addressed at the July meeting.

Vosen also reported on the wooden tree donation plaque custom leaves. Her Menomonee Falls vendor does not have the tools for this work but recommended two other companies. A business in Brookfield works with a NY supplier that may be able to create the leaves. Vosen reached out to the NY business and they will be able to create the leaves. Vosen ordered 38 leaves which will cost about \$300 to be taken from the Library Board Savings Account.

Motion: Approve purchase of donation leaves as outlined by Treasurer Vosen.

Motioned By: Charlene Brady

Seconded By: Joyce Nelson

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Meg Cutts, Sarah Larson

No: None

Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

Motion: Approve Treasurer's Report as presented

Motioned By: Joletta Kerpan

Seconded By: Sarah Larson

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Meg Cutts, Sarah Larson

No: None

Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

B. Accounts Payable

Smith reviewed the submitted Accounts Payable report. She mentioned that due to a Village Hall backup entering credit card transactions into the Tyler Munis Financial System, she is not able to provide that report this month. She also mentioned that the majority of items that were on staff credit cards in the past from Amazon have been moved to an invoicing process this year. She pointed out the three Amazon invoices on the Accounts Payable report.

Motion: Approve as presented

Motioned By: Sarah Larson

Seconded By: Meg Cutts

On roll call vote:

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Meg Cutts, Sarah Larson

No: None

Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

C. Budget Reports

Smith reviewed the submitted Budget Report. The Board questioned the -\$701,000 amount for the County Library line item, Transfer/Adjustment field. Smith will inquire about this with the Village Finance Department and report back at the July meeting.

VII. REPORTS:

A. Correspondence

Nelson sent thank you letters to the following donors:

1. Judith and John Ish - \$50 - Material Collections
2. Dorcas Smith - \$20 - Programming Supplies
3. Ronald Zarling - \$50 - Material Collection

B. Village Reports

Cutts recapped the following Village Board business items related to the Library:

1. The Village Board passed the FFP Grant Resolution providing financial support for the library expansion should the Village be awarded a \$4,250,000 grant toward the expansion.
2. The General Governance Finance Committee presented a possible village budget priority survey that would be sent out to the community later this summer which includes the library in the priority options as 2025 budget planning will begin.
3. The Village Board did approve the creation of a separate account to separate the Washington County Capital Fund from the other Village investments.

Last month it was asked if Impact Fees could be used to pay for portions of the patio project. Nelson and Smith researched this and indicated they cannot. Past Impact Fees until 2022 were used for debt service reduction. At which time the debt services were paid off. Since 2022, the Impact Fees will be used for the expansion of the library. The funds collected must be used within seven years.

C. County Reports

None.

D. System Reports

Smith and Nelson mentioned that over 20 Monarch libraries had their websites hacked and were down for several weeks. Monarch staff dealt with the issues that caused the problem and recreated each of the affected sites during this timeframe.

E. President's Report

Nelson announced the library will be the Grand Marshall at the Germantown July 4th parade, which begins at 4:00 p.m. followed by activities at Fireman's Park and ending with fireworks in the evening.

F. Director's Report

Smith reviewed her submitted Director's Report. Smith reported a significant number of donations have been received for the Patio Project expansion. The Summer Reading Kickoff began June 3 and has over 700 kids registered so far. The Kickoff Party was June 8 and had over 175 people attending. DPW also coordinated what is believed to be the final fix of the roof leak in the Large Community Room.

VIII. UNFINISHED BUSINESS

A. 2024 FFP Grant for Library Expansion

Smith presented the FFP Grant application to the Village Board on June 3 and requested approval to submit the application. She included a copy of the presentation in the packet. She also proposed as part of the application a Village Resolution to provide match funds if the Village is awarded \$4,250,000 for the library expansion. The Village Board approved applying for the grant and Resolution No. 17-2024 with an 8-1 vote. The resolution is also included in the agenda packet. Smith will continue to work with Engberg Anderson Architects and village staff to gather the information needed for the application.

B. Patio Project

Smith provided an update on the Patio Project which included a copy of a press release for the Grand Opening scheduled for June 28 and a recap of the many donors. It was noted that the project was funded 100% by donations from local businesses and community members. Over \$31,000 has been raised so far with several additional donations committed. Several items for the patio will not arrive and be installed until late summer. Smith reached out to everyone that purchased a patio brick between 2000-2024 to let them know their engraved brick remains, but it has been relocated to the perimeter of the patio. Smith mentioned she will be promoting the purchase of the last approximately 170 bricks. Smith also explained the final concrete layout resulted in additional landscaping needs. The library will need to purchase the materials and DPW staff will install it for the library in the spring. Board members provided suggestions for resources to assist with materials and installation. Smith indicated she will follow DPW recommendations since they will be maintaining the area.

IX. NEW BUSINESS:

None.

X. ADJOURNMENT:

Nelson announced the next Library Board meeting will be held on Wednesday, July 24, 2024, at 6:00 p.m.

Nelson adjourned the meeting at 07:01 PM.

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: July 24, 2024

PLACEMENT: Action Item

ITEM TITLE: Treasurer's Report

SUBMITTED BY: Darlene Vosen, Library Board Member

SUMMARY EXPLANATION:

Review submitted Treasurer's Report and attachment for the donor leaves invoice from Rudig. Also provide input for CD #6 maturing on 7/27/24.

ATTACHMENT:

1. Treasurer's Report 07-16-24
2. Treasurer's Report - Invoice

STAFF RECOMMENDATION:

Approve report as presented.

ACTION BY Committee:

Germantown Community Library Board

Financial Report July 16, 2024

By Darlene Vosen

Bank Five Nine GCL Board Checking Account (7928) (*included in, but accounted for separately)

Balance 6/17/24 per online statement		\$12,952.10
Deposit 7/3 Patio/Early Literacy/bricks	+\$1,391.83	
Deposit 7/8 Patio/bricks/brick/plaque	+\$6,350.00	
7/10 Check #1598 Rudig for leaves/wood tree	-\$241.50	
Balance 7/16/24		\$20,452.43*

***GCL Usborne Book Sale SRP Funds: \$1,845.01**

***Early Literacy Fund: \$618.78 + \$33.70 (donation jar) = \$652.48**

***Programming Supplies: \$3,193.34**

***2023/24 Funds for Books &/or Materials**

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

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

Pagliari/Handley (1/4/24) \$5,225.00

2/12 Plaque Schultz \$490.50

2/12 Brick Edgar \$194.17

Total = \$5,975.65

***Patio Expansion 2023/24**

6/11 Wilson brick: \$100.00 - (brick cost)

6/11 Schultz plaque: \$700.00 (no plaque cost/donation)

6/11 Cowan 2 bricks: \$200.00 - (bricks cost)

7/3 Donation jar: \$36.78

7/3 Mom's Club: \$121.35

7/3 Degner 3 bricks: \$300 - (brick cost)

7/3 Smith, D. brick: \$100 - (brick cost)

7/3 Smith, T. brick: \$100 - (brick cost)

7/3 Klowak brick: \$100 - (brick cost)

7/3 Blake brick: \$100 - (brick cost)

7/3 Zacker plaque: \$500 - (plaque cost)

7/8 Anonymous donation: \$100

7/8 Klowak plaque: \$1,000 - (plaque cost)

7/8 Heupel brick: \$100 - (brick cost)

7/8 Cervantes (\$1,000 off patio cost): - brick cost

7/8 Thompson brick: \$150 - (brick cost)

7/8 Pawlak plaque: \$5,000 - (plaque cost)

Total \$1,000.00 + \$1,358.13 (7/3 deposit) + \$6,350.00 (7/8 deposit) = \$8,708.13 (+/- brick/plaque costs) (left)

***Building Expansion 2023/24 = 0**

Bank Five Nine GCL Board Savings Account (4029)

Balance 6/17/24 per on-line statement		\$5,075.45
Interest June	+\$0.39	
Balance 7/16/24 per on-line statement		\$5,075.84

Bank Five Nine GCL Building Account (7962) (**included in, but accounted for separately)

Balance 6/17/24 per on-line statement		\$14,315.34
Interest June	+\$1.72	
Interest CD 3991	+\$170.91	
Balance 7/16/24 per on-line statement		\$14,487.97**

****Penny Jug Fund/Book & Materials = \$2,300.74 (total)**

****RAO Account (technology) = \$2,752.45 (total)**

2.

****Expansion** \$2,321.62 + \$1.72 = \$2,323.34 (total)

****Patio Expansion** = \$4,023.95 (left)

****Un-designated** \$2,916.58 + \$170.91 = \$3,087.49 (total)

Bank Five Nine Furniture/Building Fund CD Accounts:

CD #1 Furniture (5708) Balance 2/5/24 per bank statement \$15,000.00
5.29%/5.40% Interest 15 months (**mature 5/5/25**)

CD #2 Furniture (4025) Balance 12/4/23 per bank statement \$15,000.00
5.29/5.40% Interest 15 months (**mature 3/4/25**)

CD #3 Furniture (5608) Balance 11/8/23 per bank statement \$15,000.00
5.29/5.4% Interest 15 months (**mature 2/6/25**)

CD #4 Furniture (3991) Balance 7/4/24 per bank statement \$15,000.00
5.29/5.40% Interest 15 months (**mature 10/4/25**)

***Please note, the interest during the previous CD term was deposited quarterly into our Building Account as un-designated funds to cover budget cuts/patio project. Interest total was \$858.31. For this next CD term, the interest will stay in the CD and compound like usual.**

CD #5 Furniture (8801) Balance 11/30/23 per bank statement \$10,000.00
5.39/5.50% Interest 23 months (**mature 10/31/25**)

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 (\$10,000.00) = \$80,000.00



Division of Rudig Olympic Awards

580 N. 108TH PLACE
WAUWATOSA, WI 53226
PHONE 414-773-9000
FAX 414-773-9181

INVOICE

SHIP TO EMAIL WHEN READY

SOLD TO

GERMANTOWN COMM LIBRARY BOARD
C/O VILLAGE OF GERMANTOWN
DARLENE VOSEN

CUSTOMER NO.

SHIP DATE

6/28/2024

SALESPERSON

TERMS

Net 30

SHIP VIA

PICK UP

INVOICE NO.

89974

SALES ORDER NO.

89974

INVOICE DATE

6/17/2024

P.O. No.

1 1/2% INTEREST PER MONTH
ON ALL PAST DUE ACCOUNTS

QTY. SHIPPED	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENSION
35	PLATE ONLY	GOLD BRASS LEAF SHAPED PLATES WITH 2 HOLES AND GOLD SCREWS (NO ENGRAVING)	6.90	241.50

**EFFECTIVE 2/15/23
ALL CREDIT CARD TRANSACTIONS WILL BE
ASSESSED A 3% PROCESSING FEE.**

Subtotal \$241.50

Sales Tax (0.0%) \$0.00

Total \$241.50

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: July 24, 2024

PLACEMENT: Action Item

ITEM TITLE: Accounts Payable

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

Review submitted Accounts Payable Report

ATTACHMENT:

1. Accounts Payable Report

STAFF RECOMMENDATION:

Approve Accounts Payable as presented.

ACTION BY Committee:

Village of Germantown, WI - PRODUCTION



INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/6 TO 2024/6												
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR		TYP	S	CHECK	RUN	CHECK	DESCRIPTION
10570000					Library							
10570000	531010				Library Office Supplies							
100201	COMPLETE OFFICE	717927		0	2024	6	INV	P	82.29	24-06-14	3090	Office Supplies
ACCOUNT TOTAL									82.29			
10570000	531100				Library Books							
100092	BAKER & TAYLOR	2038308783		0	2024	6	INV	P	321.16	24-06-10	3016	Collection Material
100092	BAKER & TAYLOR	2038320973		0	2024	6	INV	P	328.23	24-06-10	3016	Collection Material
100092	BAKER & TAYLOR	2038326387		0	2024	6	INV	P	334.68	24-06-10	3016	Collection Material
100092	BAKER & TAYLOR	2038326746		0	2024	6	INV	P	105.57	24-06-10	3016	Collection Material
100092	BAKER & TAYLOR	2038334750		0	2024	6	INV	P	482.30	24-06-10	3016	Collection Material
100092	BAKER & TAYLOR	2038340338		0	2024	6	INV	P	471.85	24-06-14	3089	Collection Material
100092	BAKER & TAYLOR	2038341070		0	2024	6	INV	P	332.60	24-06-14	3089	Collection Material
100092	BAKER & TAYLOR	2038350305		0	2024	6	INV	P	368.22	24-06-14	3089	Collection Material
									2,744.61			
100477	INGRAM LIBRARY SERVI	80888338		0	2024	6	INV	P	37.18	24-06-10	3038	
100477	INGRAM LIBRARY SERVI	81472870		0	2024	6	INV	P	34.18	24-06-10	3038	
100477	INGRAM LIBRARY SERVI	82045097		0	2024	6	INV	P	35.98	24-06-10	3038	
									107.34			
101032	THE CHILD'S WORLD	NA159781		0	2024	6	INV	P	199.60	24-06-10	3080	Collection Material
ACCOUNT TOTAL									3,051.55			
10570000	531430				Library Book Processing							
100294	ELM USA INC	66795		0	2024	6	INV	P	179.35	24-06-10	3027	
ACCOUNT TOTAL									179.35			
10570000	531440				Library Periodicals							
101551	WEST BEND COMMUNITY	ANCESTRYSUBSC 2024		0	2024	6	INV	P	713.38	24-06-17	3141	ANCESTRY SUBSCRIPTI
ACCOUNT TOTAL									713.38			
10570000	531460				Library Audio Visual							
100032	AMAZON CAPITAL SERVI	1G1J-3NMP-1DM4		0	2024	6	INV	P	1,272.63	24-06-10	3015	
101265	PLAYAWAY	464226		0	2024	6	INV	P	81.19	24-06-14	3102	Audio/Visual Materi
ACCOUNT TOTAL									1,353.82			
10570000	531470				Library Computer Service							
100032	AMAZON CAPITAL SERVI	1G74-DRX4-3JP1		0	2024	6	INV	P	167.79	24-06-10	3015	
100402	GORDON FLESCH COMPAN	I00865778		0	2024	6	INV	P	1,149.32	24-06-19	3145	
100402	GORDON FLESCH COMPAN	I00873547		0	2024	6	INV	P	1,149.32	24-06-19	3146	
100402	GORDON FLESCH COMPAN	I00922892		0	2024	6	INV	P	1,175.32	24-06-10	3034	

Village of Germantown, WI - PRODUCTION

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/6 TO 2024/6											
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S		CHECK	RUN	CHECK	DESCRIPTION	
						3,473.96					
101550 AJ ZOZAKIEWICZ	INV-000013	0	2024 6	INV	P	500.00	24-06-17		3111	EVENT API INTEGRATI	
	ACCOUNT TOTAL					4,141.75					
10570000 531490						Library Program Supplies & Exp					
100032 AMAZON CAPITAL SERVI	1LW3-JXXM-999D	0	2024 6	INV	P	3,536.17	24-06-10		3015		
100368 FUN EXPRESS LLC	73082563501	0	2024 6	INV	P	269.70	24-06-10		3030		
999999 CAMERON GILLIE	0418HIKINGPRESENT	0	2024 6	INV	P	100.00	24-06-10		3057	HIKING THE ICE AGE	
999999 AMBER SAWYER	0605STORYTIME	0	2024 6	INV	P	200.00	24-06-10		3056	YOUTH RACEHORSE STO	
999999 SMARTYPANTSWORLD, LL	0627BALLOONPROGRAM	0	2024 6	INV	P	899.00	24-06-10		3060	SMARTY PANTS BALLOO	
999999 MILLER AND MIKE	0725MILLERMIKE	0	2024 6	INV	P	700.00	24-06-10		3058	MILLER AND MIKE	
999999 SEAN SULLIVAN	0817MAMMOTH	0	2024 6	INV	P	626.46	24-06-10		3059	YOUTH MAMMOTH HUNTE	
999999 ZOOZORT CORP	ZOOZORT CORP	0	2024 6	INV	P	850.00	24-06-10		3061	ZOOZORT	
						3,375.46					
	ACCOUNT TOTAL					7,181.33					
10570000 552300						Library System Automation					
100735 MONARCH LIBRARY SYST	416228	0	2024 6	INV	P	24,124.14	24-06-21		3196	System Automation	
	ACCOUNT TOTAL					24,124.14					
10570000 571000						Library Insurance & Bonds					
100184 CITIES AND VILLAGES	129	0	2024 6	INV	P	601.49	24-06-21		3166	Annual Liability In	
	ACCOUNT TOTAL					601.49					
	ORG 10570000 TOTAL					41,429.10					
FUND 10	General Fund		TOTAL:			41,429.10					

** END OF REPORT - Generated by Trisha Smith **

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: July 24, 2024

PLACEMENT: Presentation

ITEM TITLE: Budget Reports

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

Review the submitted Budget Report.

ATTACHMENT:

1. Budget Report
2. GL Account Detail Report

STAFF RECOMMENDATION:

None.

ACTION BY Committee:

Village of Germantown, WI - PRODUCTION



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06									
ACCOUNTS 10	FOR: General	Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10570000 Library									
10570000 432600	County Library		350,000	-701,000	-351,000	-170,423.97	.00	-180,576.03	48.6%*
10570000 462900	Library Fines &		10,000	-20,000	-10,000	-4,748.80	.00	-5,251.20	47.5%*
10570000 463000	Library System		0	0	0	-1,215.00	.00	1,215.00	100.0%
10570000 511000	Library Reg Sal		219,980	20,260	240,240	121,508.93	.00	118,731.07	50.6%
10570000 511100	Library PT Sala		327,906	-13,846	314,060	137,701.21	.00	176,358.79	43.8%
10570000 511200	Library Board		1,200	0	1,200	530.00	.00	670.00	44.2%
10570000 521000	Library Social		41,913	490	42,403	19,090.54	.00	23,312.46	45.0%
10570000 521100	Library State R		27,875	1,957	29,832	15,994.24	.00	13,837.76	53.6%
10570000 521200	Library Health		99,202	0	99,202	63,410.24	.00	35,791.76	63.9%
10570000 521300	Library Dental		4,825	0	4,825	3,318.42	.00	1,506.58	68.8%
10570000 521400	Library Life In		1,241	0	1,241	1,000.47	.00	240.53	80.6%
10570000 531000	Library Gen Sup		10,000	0	10,000	1,210.00	.00	8,790.00	12.1%
10570000 531010	Library Office		6,000	0	6,000	1,678.56	.00	4,321.44	28.0%
10570000 531080	Library Profess		2,000	0	2,000	.00	.00	2,000.00	.0%
10570000 531100	Library Books		56,000	0	56,000	25,575.75	.00	30,424.25	45.7%
10570000 531190	Marketing & Pro		5,000	0	5,000	750.00	.00	4,250.00	15.0%
10570000 531240	Library Travel		1,000	0	1,000	161.27	.00	838.73	16.1%
10570000 531430	Library Book Pr		10,000	0	10,000	2,186.65	.00	7,813.35	21.9%
10570000 531440	Library Periodi		5,000	0	5,000	713.38	.00	4,286.62	14.3%
10570000 531460	Library Audio V		20,000	0	20,000	6,184.15	.00	13,815.85	30.9%
10570000 531470	Library Compute		30,000	-7,861	22,139	12,642.05	.00	9,496.95	57.1%
10570000 531490	Library Program		20,000	0	20,000	12,250.03	.00	7,749.97	61.3%
10570000 532080	Library Outreac		0	0	0	135.00	.00	-135.00	100.0%*
10570000 552300	Library System		24,000	0	24,000	24,124.14	.00	-124.14	100.5%*
10570000 561000	Library Buildin		65,000	0	65,000	29,392.91	.00	35,607.09	45.2%
10570000 561400	Library Telepho		4,000	0	4,000	.00	.00	4,000.00	.0%
10570000 571000	Library Insuran		6,348	0	6,348	5,911.59	974.92	-538.51	108.5%*
TOTAL Library			1,348,490	-720,000	628,490	309,081.76	974.92	318,433.32	49.3%
TOTAL General Fund			1,348,490	-720,000	628,490	309,081.76	974.92	318,433.32	49.3%
TOTAL REVENUES			360,000	-721,000	-361,000	-176,387.77	.00	-184,612.23	
TOTAL EXPENSES			988,490	1,000	989,490	485,469.53	974.92	503,045.55	



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,348,490	-720,000	628,490	309,081.76	974.92	318,433.32	49.3%
** END OF REPORT - Generated by Trisha Smith **							



G/L ACCOUNT DETAIL

Org: 99000000 Object: 117000
Ehlers GI - R - Co Library Rev 99 -000-000-000-0000-000-117000-

YEAR	PER	JOURNAL	EFF DATE	SRC T	PO/REF2	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VDR	NAME/ITEM	DESC	COMMENTS
2024	00	6	01/01/2024	SOY 1		SOY BAL	877,646.18	Y		0				OPENING B

Total Amount: 877,646.18

** END OF REPORT - Generated by Matthew Uselding **

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: July 24, 2024

PLACEMENT: Presentation

ITEM TITLE: Director's Report

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

Review the Director's Report and attachments.

ATTACHMENT:

1. Director's Report
2. Village Board CIP Plan
3. Village Board Impact Fee Study
4. 1993 Library Impact Fees
5. Request for Funding
6. Circulation Statistics
7. Wash. Co. Daily News, 6-21
8. North Now, 7-3
9. Express News, 7-4
10. Express News, 7-4, ad
11. Wash. Co. Daily News, 7-6
12. Wash. Co. Daily News, 7-16

STAFF RECOMMENDATION:

None.

ACTION BY Committee:

Director's Report: July 2024

STATE OF WISCONSIN

MONARCH LIBRARY SYSTEM

- The Monarch Library System Directors met on Thursday, July 11 in Sheboygan Falls. Topic included Vega Discover, LX Starter/newsletter and Summer Reading updates.
- Agendas and minutes: <https://monarchlibraries.org/library-director-meetings/>

WASHINGTON COUNTY

VILLAGE OF GERMANTOWN:

- The Village of Germantown Board met on Monday, July 1 & Monday, July 15.
 - Village Board (7/15): Approve 5-Year Capital Improvement Plan (Motion Carried) (Attached)
 - Village Board (7/15): Award contract for completion of impact fee studies to Ehlers for an amount not to exceed \$39,500 (Motion Carried) (Attached) (latest impact fee study also attached)
- Agendas and minutes: <https://germantownwi.portal.civicclerk.com/>
- Recordings: <https://www.youtube.com/@villageofgermantownwiscons871/streams>

FRIENDS OF THE GERMANTOWN COMMUNITY LIBRARY

- The Youth & Teen sale will run Saturday, June 22 – Saturday, August 17 and be part of the incentives for the Summer Reading Challenge. Sales are going very well and we have put out an ask for additional donations.

DONATIONS:

Donor	Amount	Department	Brick/Plaque	Address
501 st Legion Wisconsin Garrison (Jenny Harris) Donation: 6/22 program	\$300 (card)	Patio Project	Brick (3 lines)	N/A
Adams, Blake & Jennifer	\$100 (card)	Patio Project	Brick (3 lines)	Germantown, WI
Ainsworth, Jennifer	\$100	Patio Project	Brick (3 lines)	Richfield, WI
Anonymous	\$100 (cash)	Patio Project	None	N/A
Bethlehem Lutheran (Kristin Miller)	\$1,500	Patio Project	Sign	Germantown, WI
Brady, Charlene	\$100	Patio Project	Brick (3 lines)	Germantown, WI
Chapman, Rachel	\$150	Patio Project	Brick (3 lines)	Colgate, WI
Dhein, Mary	\$100	Patio Project	Brick (3 lines)	Germantown, WI
Diedrich, Tom & Liz	\$500	Patio Project	Brick (6 lines) (x2)	Germantown, WI
Dimberg, Sheryl	\$100	Patio Project	Brick (3 lines)	Germantown, WI
Dorn, Kami	\$100	Patio Project	Brick (3 lines)	Germantown, WI
Fenske, Cole	\$100	Patio Project	Brick (3 lines)	Germantown, WI
Grassroots Germantown (Peggy Reeder)	\$250 (card)	Patio Project	Brick (6 lines)	N/A
Heupel, Paula	\$100	Patio Project	Brick (3 lines)	Germantown, WI
Jackson, Laura	\$125	Patio Project	Brick (3 lines)	Germantown, WI
Johnson, Jan	\$250	Patio Project	Brick (3 lines)	Germantown, WI

	(card)			
Kaiser, Stephanie	\$100 (card)	Patio Project	Brick (3 lines)	Hubertus, WI
Kichura, Rochelle	\$125	Patio Project	Brick (3 lines)	Germantown, WI
Koski, Chad & Kathy	\$250	Patio Project	Brick (6 lines)	Germantown, WI
Kuhn, Dennis & Judy	\$250	Patio Project	Brick (6 lines)	Germantown, WI
LeGear, Sarah	\$100	Patio Project	Brick (3 lines)	Germantown, WI
Library Staff	\$125 (card)	Patio Project	Brick (3 lines)	Germantown, WI
Lloyd, Connie	\$500	Patio Project	Plaque	Germantown, WI
Malkowski, Nancy	\$200 (card)	Patio Project	Brick (3 lines) (x2)	Germantown, WI
Matysik, Robert	\$100 (card)	Patio Project	Brick (3 lines)	Onalaska, WI
Miller, Kristin	\$100 (card)	Patio Project	Brick (3 lines)	Germantown, WI
MOMS Club of Germantown (no thank you needed)	\$121.35	Patio Project	Name on sign	Germantown, WI
Nelson, Joyce	\$200	Patio Project	Brick (3 lines) (x2)	Germantown, WI
Pawlak Family (in Memory of Alison Bruno)	\$5,000	Patio Project	Plaque + Name on Sign	Germantown, WI
Rehlinger, Tammy	\$100 (card)	Patio Project	Brick (3 lines)	Germantown, WI
Riemer-Zokan, Linda	\$100 (card)	Patio Project	Brick (3 lines)	Germantown, WI
Robert's Frozen Custard (Darren Stamm) July 15 Fundraiser	\$325	Patio Project	Name on Sign	Germantown, WI
Staniak, Kristin	\$250 (card)	Patio Project	Brick (6 lines)	Germantown, WI
Thompson, Angel	\$150	Patio Project	Brick (3 lines)	Germantown, WI
Waraxa, Sally	\$250	Patio Project	Brick (6 lines)	Germantown, WI
Zimmer, Nicki	\$200	Patio Project	Brick (3 lines) (x2)	Germantown, WI
Zoromski, Jan	\$300	Patio Project	Brick (3 lines) (x3)	Germantown, WI

- Donation Jars / Giving Tree:
 - Patio Expansion: \$23.38
 - Early Literacy: \$11.65
 - Programming Supplies: \$11.00

Monthly Donations Total: \$12,617.38

DEPOSITS:

REQUEST FOR FUNDING:

- Germantown Community Library (see attached sheet): \$33,280.77
 - Programming: \$3,193.34

- Collection Material: \$10,068.99
- Collection Material (Technology): \$2,752.45
- Patio Project: \$17,265.99

STATISTICS:

- Previous Month & Annual Circulation (see attached)
 - Physical: **28,397** (-6.3% from 2023 / -2.9% YTD)
 - Digital: **5,223** (6.3% from 2023 / 14.9% YTD)
 - Total: **28,517** (-4.6% from 2023 / -0.1% YTD)

PROGRAMMING:

- Ongoing Programs (monthly):
 - Youth: Storytime (8), Performers, Thursday Evening Programs & Saturday Programs
 - Teen: Teen Advisory Board, Make It Crafts (3) & Evening Programs
 - Adult: Book Groups (6), Make It Crafts (3), Puzzle Days, Stitch with Me, Cook with a Book, Job Center & Special Programs
 - Outreach: Senior Living Facility Visits (6), Home Delivery, Book Drop-Offs, Enchanted Library Events, Kid's Klub Enchanted Library Visits, Preschool Readings & Special Events
- Upcoming Programs & Outreach Calendar: <https://germantownlibrarywi.events.mylibrary.digital/>

IN THE NEWS (ATTACHED):

- 'Germantown library announces Picnic Party and patio ribbon cutting' (Wash. Co. Daily, 6/21)
- 'This suburban Milwaukee library is doubling the size of its patio' (North Now, 7/3)
- 'Germantown Community Library' (Express News Germantown Fourth of July Celebration, 7/2024)
- 'Germantown library cuts ribbon for new patio project' (Wash. Co. Daily, 7/6)
- 'Germantown Community Library seeking children and teen book donations' (Wash. Co. Daily, 7/16)

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

DIRECTOR MEETINGS, PROGRAMS & OUTREACH (PAST):

- Mon, July 1 – Village Board (online)
- Thurs, July 4 – Germantown 4th of July Parade
- Wed, July 10 – Engberg Anderson
- Wed, July 11 – Monarch Directors (Sheboygan Falls)
- Mon, July 15 – Make it Crafts (3)
- Mon, July 15 – Village GGF & Village Board (online)
- Wed, July 24 – Village Department Heads
- Wed, July 24 – Library Board
- Mon, July 29 - Fri, Aug 2 - Vacation

DEPARTMENT UPDATES

ADMIN & ALL STAFF

- The Germantown Community Library was the Grand Marshall in the Germantown 4th of July Parade on Thursday, July 4. Thank you to library staff, Library Board, Village Board, and Friends of the Library members that were able to join us! We also had the Monarch Delivery Truck and our library mascot, Sherman in attendance.
- Application for the Flexible Facilities Program (FFP) Grant was submitted on Wednesday, July 10 (see Old Business: VIII. A. 2024 Grant for Library Expansion)

YOUTH, ADULT & OUTREACH SERVICES

- The Summer Reading program began on Monday, June 3. Over 1,380 kids have signed up so far and adults have begun turning in their raffle tickets.
- The Enchanted Library season continued with the Dog Party story time at Fireman's Park on July 6 and four Kid's Klub visits on July 18 & 19. Outreach also had a Robert's Fundraiser on July 15 and participated in Taste of Germantown on July 25.

CIRCULATION & TECHNICAL SERVICES

- Processing increased check-outs and check-ins due to Summer Reading and Enchanted Library programs.
- Two Ice Age Trails Explorer Backpack Kits were added to the Adult Library of Things Collection.

TECHNOLOGY, BUILDING & GROUNDS

- Work for the library's outdoor patio project is almost complete. Final work includes additional clean up, landscaping and installation of musical instruments. (see Old Business: VIII. B. Patio Project & New Business: IX: A. Patio Project Landscaping).

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: July 15, 2024

PLACEMENT: Action Item

ITEM TITLE: 5-Year Capital Improvement Plan

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

The attached 5-Year Capital Improvement Plan will serve as a starting point for establishing the 2025 budget. The document projects the needs of the Village that will need to be evaluated and considered for funding in 2025.

ATTACHMENT:

1. 2024-2029 5 Year Capital Plan

STAFF RECOMMENDATION:

Staff recommends approving the 5-Year CIP and referring it to the Village Board.

ACTION BY Committee:

Village of Germantown
SUMMARY OF C.I.P. EXPENDITURES (years 2024 - 2029)

REVISED 06/27/24

Department- Project Category	2024	2025	2026	2027	2028	2029	Total Cost
Data Processing							
Technology Hardware	\$ 85,000	\$ 50,000	\$ 50,000	\$ 50,000			\$ 235,000
	\$ 85,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 235,000
Police Department							
Patrol Squads (24 total in Fleet/replace 3/yr; add 2%/yr)	\$ 180,000	\$ 180,000	\$ 183,600	\$ 187,272	\$ 191,017	\$ 194,838	\$ 1,116,727
ProPheonix Upgrade							\$ -
Department Lap Tops		\$ 50,000					\$ 50,000
New Police Department Campus							
Design (in 2023 into 2024)		\$ 2,500,000					\$ 2,500,000
Building (estimate build 2024/2025 @ \$17 mil)			\$ 40,000,000				\$ 40,000,000
Replace Handguns (New \$26,000 - sell existing(30%) = \$18,200)	\$ 18,200						\$ 18,200
	\$ 198,200	\$ 2,730,000	\$ 40,183,600	\$ 187,272	\$ 191,017	\$ 194,838	\$ 43,684,927
Fire Department							
Equipment Replacement							
Replace Pumper Truck (#1764; yr mnfr 2012) replace in 2032			\$ 1,300,000				\$ 1,300,000
Replace Tender Truck (#1790; yr mnfr 1995)							\$ -
Replace SCBA's and Bottle Replacement							\$ -
Replace Ambulance (#1751; yr mnfr 2021) replace in 2031					\$ 600,000		\$ 600,000
Replace Ambulance (#1754 yr mnfr 2011)	\$ 60,000		\$ 455,000				\$ 515,000
Replace Staff Vehicle (#1785; yr mnfr 2013)							\$ -
Replace Pumper Truck (#1762; yr mnfr 2015) replace in 2035							\$ -
Replace Ladder Truck (#1771; yr mnfr 2001) replace in 2028					\$ 3,000,000		\$ 3,000,000
Replace Ambulance (#1752; yr mnfr 2022) replace in 2034							\$ -
Replace Staff Vehicle (#1741; yr mnfr 2016)							\$ -
Add UTV							\$ -
Firefighting Water Tender Truck							\$ -
Other Equipment (Fuel Tank / Station #2)							\$ -
Fire Extinguisher Training Prop							\$ -
	\$ 60,000	\$ -	\$ 1,755,000	\$ -	\$ 3,000,000	\$ 600,000	\$ 5,415,000
Library							
Design Second Floor Addition			\$ 800,000				\$ 800,000
Concept Drawings (determine estimated cost for Second Floor)							\$ -
Construct Second Floor				\$ 8,000,000			\$ 8,000,000
	\$ -	\$ -	\$ 800,000	\$ 8,000,000	\$ -	\$ -	\$ 8,800,000
Street & Highway							
Single Axle Patrol Truck	\$ 300,000			\$ 312,000	\$ 321,360		\$ 933,360
Tandem Axle Patrol Truck			\$ 315,000		\$ 340,200		\$ 655,200
Pick-up w/ Plow Package (replaced 421)				\$ 65,000			\$ 65,000
Tractor Loader Pairs							\$ -
F-450 Truck Body							\$ -
Asphalt Paving (Annual Road Program)	\$ 1,500,000	\$ 1,560,000	\$ 1,622,400	\$ 1,687,296	\$ 1,754,788	\$ 1,824,279	\$ 9,949,463
Salt/Brine Inseter							\$ -
Zero Turn Mower (2)				\$ 40,000			\$ 40,000
Pick-up/w liftgate (Replace 437)	\$ 57,000		\$ 62,000				\$ 119,000
Tandem Patrol Truck	\$ 276,000						\$ 276,000
Compact loader/Skid loader	\$ 120,000						\$ 120,000
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
1 Ton Dump Truck (replace 420)					\$ 80,000		\$ 80,000
Crackfiller and router					\$ 70,000		\$ 70,000
Forklift					\$ 35,000		\$ 35,000
Mini Excavator						\$ 150,000	\$ 150,000
Pick-up with liftgate (replaced 422)						\$ 70,000	\$ 70,000
	\$ 1,953,000	\$ 1,860,000	\$ 2,254,400	\$ 2,314,296	\$ 2,261,148	\$ 2,385,179	\$ 13,028,023
Wastewater Utility (Wastewater typically does not borrow)							
Relining & Manhole Maint sewer lines	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 420,000
CIPP waterway crossings	\$ 200,000						\$ 200,000
Truck (557) 2020 Jet Vac Replacement	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 210,000
Service Truck w/ crane, west side			\$ 140,000				\$ 140,000
Lift 3 eleim.lift 6 recon, 18" interceptor						\$ 5,010,000	\$ 5,010,000
Main St. paralell F.I.M., pumps, crane	\$ 25,000			\$ 2,116,000			\$ 2,141,000
Old Farm paralell force main 24" W/ pumps, crane			\$ 5,100,000				\$ 5,100,000
Truck (555) 2009 GMC 2500 4X4 liftgate Replacement		\$ 75,000					\$ 75,000
Lift 6 land purchase							\$ -
Field Mobile Work Stations						\$ 3,500	\$ 3,500
Telemetry Equipment		\$ 25,000					\$ 25,000
Truck (553) 2001 GMC G3500 Hi cube w/CCTV Equipment	\$ 3,500						\$ 3,500
Auto bar screen Main Street Lift				\$ 180,000			\$ 180,000
Electric Pumping Equipment lift 7 pump replacement	\$ 340,000						\$ 340,000
Auto bar screen Old Farm			\$ 180,000				\$ 180,000
Kuhn's Sub- Relay					\$ 2,200,000		\$ 2,200,000
Lift 6 Land Purchase	\$ 1,000,000						\$ 1,000,000
Electric Pumping Equipment Lift 7 pump replacement	\$ 25,000						\$ 25,000
	\$ 1,698,500	\$ 205,000	\$ 5,525,000	\$ 2,401,000	\$ 2,305,000	\$ 5,118,500	\$ 17,253,000
Water Utility							
Well House and Tower Security Upgrades (all)					\$ 125,000		\$ 125,000
Water Utility Facilities Plan		\$ 100,000					\$ 100,000
Tower and Well Fiber SCADA network						\$ 50,000	\$ 50,000
WELLS							
Well House Shingle Replacement (all)					\$ 70,000		\$ 70,000
Well Antenna System	\$ 150,000						\$ 150,000
							\$ -
Well 2							
Well 2 Rehab (2016)			\$ 200,000				\$ 200,000
Well 2 Generator and VFD Replacement	\$ 300,000						\$ 300,000
							\$ -
Well 3							
Well #3 (2018) Rehab					\$ 275,000		\$ 275,000
Well 3 VFD Replacement				\$ 45,000			\$ 45,000
							\$ -
Well 4							
Well #4 (2015) Rehab						\$ 275,000	\$ 275,000
Well 4 Generator, Standpipe, Prelube Line, VFD, Transfer Switch			\$ 350,000				\$ 350,000
Well #4 Pump Replacement			\$ 85,000				\$ 85,000
							\$ -
Well 5							
Well #5 (2013) (2018 motor) Rehab							\$ -
							\$ -
Well 7							
Well #7 (2014) Rehab		\$ 200,000					\$ 200,000
Well 7 Generator Replacement	\$ 300,000						\$ 300,000
							\$ -
Well 11							
Well #11 (2009) (2013 pump)							\$ -
							\$ -
Well 12							
							\$ -
	\$ 2,500,000						\$ 2,500,000
TOWERS							
Tower 1							
Interior/Exterior Blast and Paint				\$ 600,000			\$ 600,000
Tower 2							
Interior/Exterior Blast and Paint			\$ 450,000				\$ 450,000
Tower 3							
Tower #3 Rehab	\$ 1,130,000						\$ 1,130,000
Tower 4							
							\$ -
DISTRIBUTION							
Replace Curbstops (Mayflower, North Way, Colonial Dr, Concord)		\$ 150,000	\$ 150,000				\$ 300,000
Loop Sunny View, Daniels, Kurt, Williams & Roberts					\$ 550,000		\$ 550,000
Hydrant and Valve Work Due to Road Construction		\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
Replay main from Weaver Ct to Vienna Ct		\$ 100,000					\$ 100,000

Village of Germantown
SUMMARY OF C.I.P. EXPENDITURES (years 2024 - 2029)
by Department

REVISED 06/27/24

Department- Project Category	2024	2025	2026	2027	2028	2029	Total Cost
EQUIPMENT							
Trailer Mounted 250KW Generator			\$ 100,000				\$ 100,000
Trailer Mounted Load Bank Test			\$ 35,000				\$ 35,000
Electric Valve Turner	\$ 12,000						\$ 12,000
Vacuum/Valve Turner	\$ 125,000						\$ 125,000
Utility Pickup Truck Replacement				\$ 60,000	\$ 63,000	\$ 65,000	\$ 188,000
2006 Freightliner Quad Axle Refurb					\$ 50,000		\$ 50,000
	\$ 4,380,000	\$ 762,000	\$ 1,445,000	\$ 780,000	\$ 1,208,000	\$ 465,000	\$ 9,040,000
Recycling Center							
Wheel Loader	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parks and Recreation							
Kinderberg Park – resurface tennis courts							\$ -
Alt Bauer Tennis	\$ 70,000	\$ -					\$ 70,000
Community Center	\$ -	\$ 30,000					\$ 30,000
Kinderberg Park Playground							\$ -
Community Park Master Plan & Phase 1 Development	\$ -						\$ -
Trail/Pathway System Implementation (4 annual Phases)	\$ -	\$ 30,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 10,000	\$ 340,000
Community Park Development – Phase 2 Development		\$ -					\$ -
Community Splashpad & All-Inclusive Playground	\$ -	\$ 30,000	\$ 1,500,000				\$ 1,530,000
Community Park Development – Phase 3 Development			\$ -				\$ -
Friedenfeld Park Master & Design Development Plans							\$ -
Friedenfeld Park Utilities & Restroom/shelter Building					\$ 1,500,000		\$ 1,500,000
Pick-up Truck w/ Lift Gate	\$ 62,000						\$ 62,000
	\$ 132,000	\$ 90,000	\$ 1,600,000	\$ 100,000	\$ 100,000	\$ 1,510,000	\$ 3,532,000
Engineering							
Roads Program - Local Mill/Overlay and Pulp/Reconst	\$ 1,500,000	\$ 1,560,000	\$ 1,622,400	\$ 1,687,296	\$ 1,754,788	\$ 1,824,979	\$ 9,949,463
Roads Program - Sealcoating	\$ 250,000	\$ 350,000	\$ 350,000	\$ 375,000	\$ 375,000	\$ 400,000	\$ 2,100,000
Roads Program - GIS - PASTER rating layer		\$ 7,500					\$ 7,500
Roads Program - GIS - Signs, Traffic signals, etc.		\$ 7,500					\$ 7,500
Roads - WisDOT (HSIP) Lannon Rd & Maple Rd Intersection Improvements (HSIP funded)	\$ 500,000						\$ 500,000
Roads - WisDOT (HSIP) - Construction - Pleasant View Road Bridge Railing over Menomonee River			\$ 50,000				\$ 50,000
Roads - WisDOT (ARIP) - Construction - Pleasant View Rd - Bonniwell to Freistadt, 10,500LF				\$ 1,102,500			\$ 1,102,500
Roads - WisDOT (ARIP) - Construction - Rockfield Rd - Pleasant View to Division, 8000 LF					\$ 840,000		\$ 840,000
Roads - WisDOT STH 145 - FDL / Main St Intersection Improvement - Easement/Land Acquisition		\$ 10,000					\$ 10,000
Roads - WisDOT STH 145 - FDL / Main St Intersection Improvement - Construction			\$ 200,000				\$ 200,000
Roads - Project - Future Frontage Road Layout/Design (Rockfield Rd to Shady Ln)					\$ 125,000		\$ 125,000
Roads - Division Road Survey & Design (Following Summer PIMs)		\$ 300,000					\$ 300,000
Roads - Division Road Reconstruction (South Leg - Phase 1)		\$ 1,250,000					\$ 1,250,000
Roads - Division Road Reconstruction (North Leg - Phase 2)			\$ 1,500,000				\$ 1,500,000
Sidewalk Program (condition based replacements and/or improvements)		\$ 25,000		\$ 25,000		\$ 25,000	\$ 75,000
Sidewalk Project - Design and Construction Church Street to Fond du Lac Ave			\$ 50,000				\$ 50,000
Sidewalk Project - Fond du Lac Ave/ STH 145 Firemen's Park to Pilgrim				\$ 50,000			\$ 50,000
Sidewalk Project - Design and Construction - Pilgrim Rd / FDL Int. Curb Ramp Improvements		\$ 10,000	\$ 50,000				\$ 60,000
Sidewalk & Pathway Project - Menomonee River Pathway - Design Study Report					\$ 150,000		\$ 150,000
Sidewalk & Pathway Project - Menomonee River Pathway - Design and Construction					\$ 2,000,000		\$ 2,000,000
Stormwater - System Inventory, Condition Assessment (CCTV), and GIS updates		\$ 60,000					\$ 60,000
Stormwater - Utility Feasibility Analysis		\$ 75,000					\$ 75,000
Stormwater - Village Owned Ponds - Improvement Projects		\$ 25,000		\$ 25,000		\$ 25,000	\$ 75,000
Stormwater - Drainage Improvements			\$ 30,000		\$ 30,000		\$ 60,000
Stormwater - Raingarden Project - Library Bioswale (WPDES Permit Requirement)				\$ 20,000			\$ 20,000
Stormwater - Raingarden Project - Fire Dept Parking Lot Bioswale (WPDES Permit Requirement)					\$ 20,000		\$ 20,000
Equipment - DPW-Engineering (Pole camera, inspection/survey equip upgrades)		\$ 10,000					\$ 10,000
Equipment - DPW-Engineering Office Furniture/Cubicle		\$ 30,000					\$ 30,000
Village Owned Pond Survey and Restoration (Jefferson Ponds-2027)	\$ 35,000	\$ 25,000	\$ 25,000	\$ 75,000			\$ 160,000
	\$ 2,285,000	\$ 3,745,000	\$ 3,877,400	\$ 3,359,796	\$ 3,019,788	\$ 4,549,979	\$ 20,836,963

Village of Germantown
SUMMARY OF C.I.P. EXPENDITURES (years 2024 - 2029)
by Department

REVISED 06/27/24

Department- Project Category	2024	2025	2026	2027	2028	2029	Total Cost
Buildings							
Historical Bell Museum							
Bell Museum Repairs		\$ 35,000					
Historical Wolf Haus							
Wolf Haus Repairs		\$ 55,000					
Fire Station #2							
Replace FA panel			\$ 150,000				
UPS for Radio Shed		\$ 50,000					
Replace cabinet heater		\$ 6,000					
Mill and overlay asphalt by burn tower, replace back driveway			\$ 70,000			\$ 100,000	
Mill and overlay asphalt in back lot							
Charting room remodel					\$ 145,000		
Replace generator						\$ 150,000	
Haupt Strauss Park							
Survive Alive House							
Roof Replacement		\$ 25,000					
Replace water heater		\$ 15,000					
Replace water softener		\$ 15,000					
Seal/caulk windwos			\$ 7,000				
Replace furnace and condensing unit		\$ 10,000					
Spassland Shelter							
Shelter Refurb					\$ 100,000		
Kinderberg Shelter							
Shelter Restrooms and Refurb	\$ 25,000		\$ 75,000				
Kinderberg Splash Pad	\$ 56,000						\$ 56,000
Recreation Building (Old Fire House #1)							
Exterior door replacement (3)		\$ 30,000					
Replace Generator							\$ 150,000
Replace Garage Heater					\$ 20,000		
Replace Electrical Panels					\$ 15,000		
Replace water heater		\$ 20,000					
Fireman's Park							
Shelter (old) Refurb				\$ 50,000			
Fire Company Building							
Replace water heater					\$ 15,000		
Flooring Replacement				\$ 35,000			
Add Exhaust Fans in restrooms (code compliance)	\$ 15,000						
Replace baseboard heaters		\$ 10,000					
Replace FA system					\$ 80,000		
Furnace and AC replacement				\$ 50,000			
Senior Center							
Replace water heaters (2)	\$ 35,000						
HVAC Replacements and upgrades			\$ 80,000				
Crackseal parking lot				\$ 25,000			
Village Hall							
Village Hall Access Control Upgrade	\$ 52,000						
Connect EM lighting to EM generator circuit		\$ 6,000					
Replace Humidifiers			\$ 50,000				
Replace water heater and recirc pumps			\$ 20,000				
Replace Generator					\$ 150,000		
Replace FA panel and wiring		\$ 50,000					
Replace water softener						\$ 10,000	
Replace cabinet heater							
Rear parking lot reconstruct, repair curb and gutter joints						\$ 150,000	
Front parking lot mill and overlay					\$ 70,000		
Library							
Replace water heater and recirc pumps		\$ 20,000					
AHU 1 and 2 Damper and Coil repl, Controls Upgrade		\$ 300,000					
Fire panel replacement		\$ 125,000					
Replace Emergency Generator					\$ 10,000		
Replace Vestibule Cabinet Heaters					\$ 100,000		
Mill and overlay parking lot							
Police Department							
Replace Sump Pump			\$ 20,000				
Replace Furnaces			\$ 20,000		\$ 30,000		
Replace South Parking Lot Light Fixtures					\$ 15,000		
Mill and overlay staff parking lot			\$ 150,000				
Police Annex							\$-
Replace Fire Alarm Panel				\$ 8,000			
Replace Furnances					\$ 50,000		
	\$ 133,000	\$ 762,000	\$ 512,000	\$ 358,000	\$ 720,000	\$ 490,000	\$ 206,000
TOTAL (INCLUDES WATER AND WASTE WATER UTILITIES)	\$ 10,924,700	\$ 10,204,000	\$ 58,002,400	\$ 17,550,364	\$ 12,804,953	\$ 15,313,496	\$ 122,030,913
TOTAL 2023 LESS WATER AND WASTE WATER UTILITIES	\$ 4,846,200	\$ 9,237,800	\$ 51,032,400	\$ 14,369,364	\$ 9,291,953	\$ 9,729,996	\$ 95,737,913

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: July 15, 2024

PLACEMENT: Action Item

ITEM TITLE: Contract for Completion of Impact Fee Studies

SUBMITTED BY:

SUMMARY EXPLANATION:

One of the objectives set by the Village Board for 2024 is completion of new impact fee studies for all existing Village impact fees. I presented a draft RFP to the General Government & Finance Committee in May and sent copies of the RFP to twelve firms that provide this service in the Wisconsin market. We received four proposals in response, from Baker Tilly, Ehlers, McMahon and Ruekert Muelke.

An evaluation team consisting of the Finance Director, Public Works Director, Fire Chief and Police Chief evaluated all four proposals, scoring the proposal on the basis of the quality of the proposal, quality of services offered, team qualifications, experience with similar projects, project schedule, and project cost. The table below shows the overall evaluation score for each proposal along with the proposed cost from each vendor.

Vendor	Evaluation Score	Proposal Cost
Baker Tilly	99.5	\$100,000
Ehlers	115.5	\$39,500
McMahon	98	\$50,000
Ruekert Muelke	98.5	\$80,482

Based on the results of the evaluation scores and the proposal cost, staff is recommending award of the contract for complete impact fee studies for the Village to Ehlers. Since this contract is for more than \$15,000, approval from the Village Board will be necessary. The Village Board has previously set aside ARPA funds to pay the cost of this contract.

ATTACHMENT:

STAFF RECOMMENDATION:

Award contract for completion of impact fee studies to Ehlers for an amount not to exceed \$39,500

ACTION BY Committee:

TO: Art Zabel, Village President
Village Trustees

FROM: Steve Kubacki, Village Administrator

DATE: March 18, 1993

SUBJECT: Impact Fees

DRAFT
COPY

Please review this rough draft of Impact Fees. The following assumptions have been made:

<u>FACILITY</u>	<u>YEAR</u>	<u>COST</u>	<u>AREA</u>
Police Station expansion	2000	\$650,000	4,660 sq ft
Library expansion	1998	\$485,000	5,360 sq ft
Fire Station #2 construction	1998	\$1,625,000	8,707 sq ft
Village Hall expansion	2005	\$3,400,000	20,796 sq ft

Much of this needs to be solidified, however the numbers can easily be changed or modified as necessary.

Public Safety Building	\$ 349
Public Safety Vehicles	\$ 28
Fire Station #2	\$ 544
Library	\$ 496
Village Hall	\$ 504
Public Works Vehicles	\$ 215

SUBTOTAL - NEW IMPACT FEES \$2,136

Existing Fees

Park Site Fee	\$ 600
School Site Fee	\$ 300
Wastewater RCA	\$1,410

SUBTOTAL - EXISTING IMPACT FEES \$2,310

Proposed Fee Increase

School Site Fee Increase \$300 to \$1,000 (+\$700)	\$ 700
---	--------

SUBTOTAL - PROPOSED IMPACT + \$ 700

GRANT TOTAL ALL PROPOSED
IMPACT FEES* \$5,146

YOUR THOUGHTS AS YOU HAVE TIME.

* Does not include water RCA currently being investigated and analyzed.

LIBRARY IMPACT FEE METHODOLOGY

In response to demand from increasing development, the Duerrrwaechter Library must be expanded to provide acceptable service levels for the community. Since the Library expansion has been approved and funded, actual cost and square footage figures are available for this impact fee calculation.

Library Standards

The following table compares existing and proposed standards for books and library space:

	<u>Existing Standard (1992)¹</u>	<u>Proposed Standard(2000)²</u>
Library Space:	.545 s.f./person ³	1.047 s.f./person ⁴
Books:	2.6 volumes/person ⁵	2.6 volumes/person ⁵

Impact Fee Calculation

Impact fee = (Demand x Cost)

Where:

- Demand = Population based demand for library facilities measured by average persons per unit.
- Cost = Per capita cost for library space and books at accepted level of service standards.

TABLE 1

1992 LIBRARY IMPACT FEE SCHEDULE

	(1)	(2)	(3)	(4)	(5)	(6)	(7)
Housing Type	Persons Per Unit	Service Standards Books	Per Person Space(s.f.)	Facility Books ⁵	Costs Space(s.f.) ⁷	Total Cost Per Capita ⁸	Gross Impact Cost ⁹
Single Family Detached	3.10 ⁶	2.6	1.047	\$25	\$90.72	\$160	\$496
Plex ¹⁰	1.97 ⁶	2.6	1.047	\$25	\$90.72	\$160	\$315
Multi-Family ¹¹	1.97 ⁶	2.6	1.047	\$25	\$90.72	\$160	\$315
Eld Housing ¹²		Will Vary By Type Of Development					

Footnotes for Library Methodology

¹ Note: The 1992 population of 14,633 was used for this calculation.

² Note: The 2000 population projection of 18,500 was used for this calculation.

³ Calculation = $\frac{1992 \text{ Bldg. Space}}{1992 \text{ population}} = \frac{7,968}{14,633} = .545 \text{ s.f./person.}$

⁴ Calculation = $\frac{\text{Planned Library Space}}{2000 \text{ population projection}} = \frac{19,368}{18,500} = 1.047 \text{ s.f./person}$

⁵ Source: Kelly Krieg-Sigman, Duerrwaechter Library Director.

⁶ Source: 1990 U.S. Census; Occupied, Unit, Summary Tape File 1A.

⁷ Calculation = $\frac{\text{Building Cost}}{\text{Total New Library Space}} = \frac{\$1,034,000}{11,400 \text{ s.f.}} = \90.72

⁸ Calculation = (Col. 2 x Col. 4) + (Col. 3 x Col. 5).

⁹ Calculation = Col. 1 x Col. 6.

¹⁰ Plex is defined as 2 to 4 units per building.

¹¹ Multi-family residential development is defined as 5 or more units per building.

¹² Elderly housing is defined as housing specifically designed, constructed, and marketed for persons aged 62 years and older.

Germantown Community Library 2024 Board Donations

Check made out to: Germantown Community Library: \$33,280.77

**Payments are split between multiple lines*

Programming

\$3,193.34 (2023 + 2024 Donations for Programming)

Invoice Date	Item	Vender	Invoice #	Total Price	Budget
12/31/2024	Storytime Supplies	Amazon	Jan Credit Cards	\$146.29	
1/15/2024	Outreach Supplies	Wal-Mart	Feb Credit Cards	\$67.74	
1/26/2024	Early Literacy Supplies	Amazon	Feb Credit Cards	\$111.87	
2/7/2024	Early Literacy Supplies	Pick N Save	Feb Credit Cards	\$76.09	
2/16/2024	Storytime Supplies	Amazon	Mar Credit Cards	\$140.40	
2/23/2024	Early Literacy Supplies	Pick N Save	Mar Credit Cards	\$162.61	
3/12/2024	Outreach / 60th Anniversary Supplies	Wal-Mart	Apr Credit Cards	\$1,026.73	
3/13/2024	Youth Supplies	Pick N Save	Apr Credit Cards	\$45.59	
3/1/2024	Storytime Supplies	Amazon	1RGR-PQJG-D6LL	\$71.92	
5/22/2024	Outreach Supplies	Little Free library	Jun Credit Cards	\$168.63	
5/29/2024	Teen Supplies	Five Below	Jun Credit Cards	\$94.03	
5/21/2024	Early Literacy Toys	Amazon	111-0748150-6986627	\$265.38	
6/21/2024	Outreach Supplies	Wal-Mart	Jul Credit Cards	\$111.65	
6/24/2024	Youth Supplies	Hobby Lobby	Jul Credit Cards	\$49.88	
6/29/2024	Teen Supplies	Dominos	Jul Credit Cards	\$36.63	
7/18/2024	Adult Suplies*	Fun Express	Aug Credit Cards	\$331.04	
7/18/2024	Adult Supplies	Michaels	Aug Credit Cards	\$286.86	
Total:				\$3,193.34	\$3,193.34

Collection Material

\$15.98 (Glunz) + \$50 + \$4,225 (Pagliaro) + \$1,000 (Handley) + \$2,300.74 (Penny Jug) + \$1,792.60 (CD #1 Interest) + \$490.50 (Schultz) + \$194.17 (Edgar) = \$10,068.99

Invoice Date	Item	Vender	Invoice #	Total Price	
12/18/2023	Children's Material	Ollis Book Corp	248871	\$959.60	
12/18/2023	Children's Material	Ollis Book Corp	248872	\$256.55	
12/18/2023	Children's Material	Ollis Book Corp	248873	\$53.94	
12/18/2023	Children's Material	Ollis Book Corp	248874	\$805.71	
11/22/2024	Children's Material	Cavendish Square	CAL3451261	\$204.44	
1/4/2024	Playaway Audio Books (pt. 1 of 2)	Playaway	449993	\$47.13	
1/4/2024	Playaway Audio Books	Playaway	449996	\$308.95	
3/12/2024	Playaway Audio Books	Playaway	455698	\$229.47	
3/22/2024	Playaway Audio Books	Playaway	454008	\$215.97	
4/11/2024	Playaway Audio Books	Playaway	455751	\$299.95	
4/16/2024	Children's Material	Cavendish Square	CAL3470391	\$204.44	
4/22/2024	Children's Material	Children's World	NA159781	\$199.60	
4/23/2024	Children's Material	Capstone	353199	\$588.71	
4/23/2024	Children's Material	Lerner	1491433	\$762.66	
4/26/2024	Playaway Audio Books	Playaway	460029	\$296.96	
5/1/2024	Playaway Audio Books	Playaway	480601	\$287.95	
6/5/2024	Children's Material	Ollis Book Corp	249091	\$1,059.75	
6/5/2024	Children's Material	Ollis Book Corp	249093	\$134.99	
6/5/2024	Children's Material	Ollis Book Corp	249094	\$835.45	
6/20/2024	Playaway Audio Books	Playaway	466200	\$62.99	
6/24/2024	Children's Material	Ollis Book Corp	249092	\$119.32	
7/9/2024	Playaway Audio Books	Playaway	468096	\$274.45	
7/10/2024	Playaway Audio Books	Playaway	468263	\$212.76	
8/1/2024	Audio/Visual Material*	Amazon	Aug Amazon	\$1,647.25	
Total:				\$10,068.99	\$10,068.99

Collection Material (Technology)*\$2,752.45 (ROA for Technology)*

Invoice Date	Item	Vender	Invoice #	Total Price
1/4/2024	Playaway Audio Books (pt. 2 of 2)	Playaway	449993	\$11.36
1/26/2024	Playaway Audio Books	Playaway	451627	\$22.53
4/29/2024	Playaway Audio Books	Playaway	460276	\$76.49
5/1/2024	Playaway Audio Books	Playaway	460601	\$287.95
5/31/2024	Youth Read-Along	Library Ideas	114098	\$910.88
6/5/2024	Playaway Audio Books	Playaway	464226	\$81.19
6/28/2024	Youth Read-Along	Playaway	467222	\$1,362.05
Total:				\$2,752.45

\$2,752.45

Patio Project*\$1,845.01 (Usbourne) + \$652.48 (Early Literacy + \$8,708.13 (Patio Expansion: Checking)**+ \$4,023.97 (Patio Expansion: Savings) = \$15,229.57*

Invoice Date	Item	Vender	Invoice #	Total Price
5/8/2024	Harmony Flowers	Percussion Play	May Credit Cards	\$3,001.60
5/8/2024	Play House (Brown)	Amazon	111-3052970-9096252	\$249.00
5/16/2024	Play House (Blue)	Wayfair	4255765753	\$373.54
6/17/2024	Umbrellas (2)	Amazon	Jul Credit Cards	\$113.39
7/1/2024	Picnic Tables (2)	Amazon	1LW3-JXXM-999D	\$2,332.40
7/5/2024	Umbrella Stands (2)	Amazon	Jul Amazon	\$68.86
7/17/2024	Cavatina	Percussion Play	Jul Credit Cards	\$4,636.80
7/17/2024	Music Book (8 songs)	Percussion Play	Jul Credit Cards	\$3,427.20
7/18/2024	Sunflower Petal Drum	Percussion Play	Jul Credit Cards	\$3,063.20
Total:				\$17,265.99

Donations

GCL Statistical Trends 2016-2024

*COVID-19 Building closed 3/14/20 thru 5/20/20, and 11/2-14/20

Stats	YTD	Jan	Feb	Mar	Apr	May	June	July	August	Sept	Oct	Nov*	Dec
2024 TOTAL PHYSICAL	150,192	23,760	25,453	24,744	24,868	22,970	28,397						
% over 2023	-2.9%	-5.6%	3.0%	-10.3%	6.7%	-2.6%	-6.3%						
2024 Overdrive - eBook	13,524	2,337	2,176	2,363	2,308	2,203	2,137						
2024 Overdrive - Audio	14,551	2,449	2,232	2,466	2,417	2,569	2,418						
2024 Overdrive - Magazine	5,027	1,126	896	1,006	556	775	668						
2024 TOTAL DIGITAL	33,102	5,912	5,304	5,835	5,281	5,547	5,223						
% over 2023	14.9%	14.8%	16.2%	19.3%	15.0%	17.9%	6.3%						
2024 TOTAL CIRCULATION	183,294	29,672	30,757	30,579	30,149	28,517	33,620						
% over 2023	-0.1%	-2.2%	5.0%	-5.8%	8.0%	0.8%	-4.6%						
2023 TOTAL PHYSICAL	305,539	25,176	24,721	27,576	23,314	23,573	30,311	28,744	28,382	23,733	25,289	23,318	21,402
2023 Overdrive - Audio	23,308	1,919	1,660	1,808	1,773	1,962	1,964	2,048	2,118	1,961	2,109	2,048	1,938
2023 Overdrive - eBook	25,635	2,311	2,063	2,294	2,118	2,062	2,237	2,283	2,198	2,054	1,993	1,972	2,050
2023 Overdrive - Magazine	6,121	363	276	342	293	270	304	337	347	612	1,005	970	1,002
2023 Overdrive Total	55,064	4,593	3,999	4,444	4,184	4,294	4,505	4,668	4,663	4,627	5,107	4,990	4,990
2023 Hoopla	5,344	558	564	445	408	411	409	403	413	376	415	492	450
2023 TOTAL DIGITAL	60,408	5,151	4,563	4,889	4,592	4,705	4,914	5,071	5,076	5,003	5,522	5,482	5,440
2023 TOTAL CIRCULATION	365,947	30,327	29,284	32,465	27,906	28,278	35,225	33,815	33,458	28,736	30,811	28,800	26,842
2022 TOTAL Circulation	341,631	27,057	26,503	29,815	27,446	26,151	33,733	33,401	32,747	27,325	26,807	26,295	24,351
2021 TOTAL Circulation	334,643	27,351	26,389	29,240	27,455	26,604	32,233	32,505	29,631	26,064	26,763	25,614	24,794
2020 TOTAL Circulation	287,663	29,057	29,114	19,148	6,609	13,676	29,172	29,547	29,547	27,676	27,911	22,287	24,892
2019 TOTAL Circulation	345,570	26,916	27,977	29,921	26,507	26,737	32,268	36,183	32,685	26,861	28,276	26,052	25,187
2018 TOTAL Circulation	323,423	24,800	23,134	25,729	26,407	25,795	32,103	32,769	31,169	25,550	27,809	25,189	22,974
2017 TOTAL Circulation	277,461	21,499	20,774	23,179	21,078	21,738	29,934	28,236	27,352	21,906	22,793	21,082	17,890
2016 TOTAL Circulation	263,946	20,667	21,738	22,806	22,100	21,582	27,724	26,586	25,274	19,889	20,099	20,140	15,341

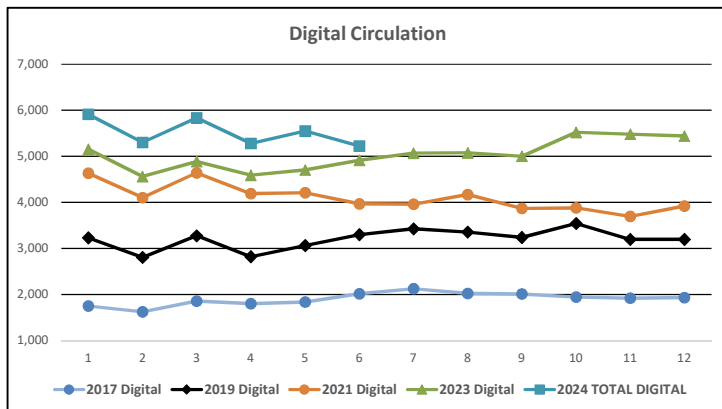
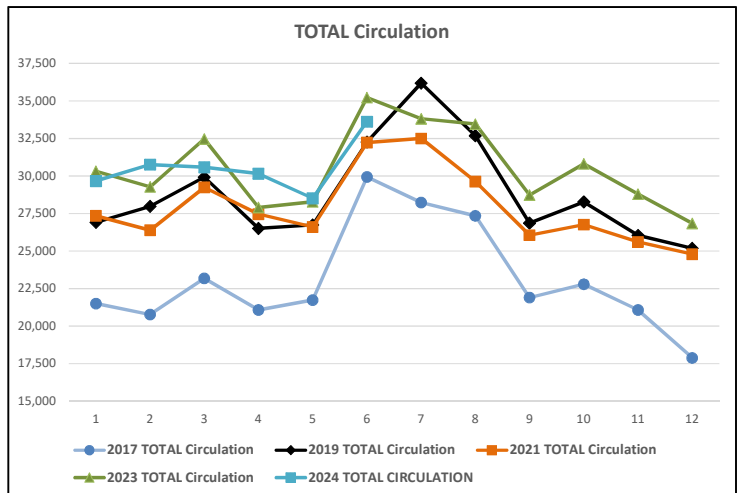
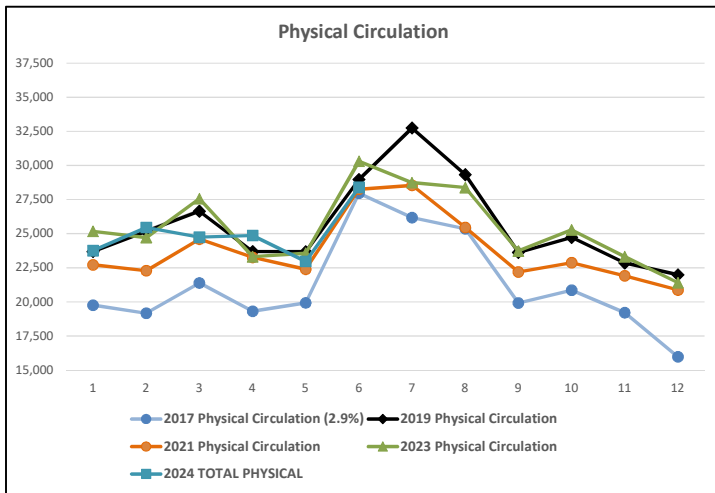




Photo courtesy of the Germantown Community Library

The new extended patio area at the Germantown Community Library.

Germantown library announces Picnic Party and patio ribbon cutting

GERMANTOWN — The Germantown Community Library announced on Wednesday that they will be re-opening their new extended patio area with a Picnic Party and ribbon cutting, from 11 a.m. to 1 p.m. on June 28.

According to the release, the library broke ground on an outdoor patio expansion project on June 3. While the patio is available to view currently, the official re-opening will be held during the Picnic Party. It will include the addition of play houses and other early literacy items to the patio area, as well as rock painting and Chick-Fil-A samples.

“As the community continues to grow, so too does the need for the library and its services. The expanded patio area will provide additional outdoor space for patrons of all ages,” said the release. “The project includes concrete work by Cervantes Concrete Services LLC – which doubles the previous footprint and adds and ADA pathway and area for a bike rack. Additional items include two new picnic benches, play houses, a musical instrument area and other early literacy items.”

Additionally, items for the musical flower garden area will be added later this

summer, including harmony flowers, petal drums, liberty bells and a cavatina xylophone.

The MOMS Club of Germantown continues to fundraise for the musical flower garden area in memory of Alison Bruno. Donations can be made online, at tinyurl.com/2w7y5fs4.

The entire patio expansion project is funded entirely through donations, and, according to the release, the library has raised about \$35,000, or 70% of their total goal of \$50,000 for the project.

“The patio area has bricks left available to be engraved in recognition for donations starting at \$100,” said the release. “Don’t miss your chance to be part of this project and leave a legacy for decades to come!”

Those interested in donating towards the patio expansion can find more information on how to do so online, at tinyurl.com/emhhd9y5.

“The library would like to thank Cervantes Concrete Services LLC, the village of Germantown Public Works and Engineering departments and numerous businesses and community members that made this project possible,” said the release.

This suburban Milwaukee library is doubling the size of its patio

Cathy Kozlowicz
Milwaukee Journal Sentinel
USA TODAY NETWORK - WISCONSIN

When the weather is nice, who wants to be cooped up indoors reading books?

The Germantown Community Library has the solution: It is expanding its outdoor patio. This project was slated for completion with a patio ribbon ceremony and picnic party on Friday, June 28.

According to a library news release, the patio has new items for people of all ages. Here's what to know.

What will the expanded patio feature?

The project includes concrete work by Cervantes Concrete Services LLC. The expanded patio will double the previous footprint and add an ADA pathway and area for a bike rack. Additional items include two new picnic benches, play



The Germantown Community Library is expanding its outdoor patio to include more benches, a music garden and play houses. PROVIDED BY GERMANTOWN COMMUNITY LIBRARY

houses, a musical instrument area and other early literacy items.

What will the musical instrument area include?

The musical garden area will be added later this summer, according

to the release. It will include harmony flowers, peal drums, liberty bells and an outdoor xylophone.

How was this expanded patio project funded?

This expanded patio project is

being funded solely by donations. According to the release, the library has raised about \$35,000 of its \$50,000 goal. The library is still raising funds.

The MOMS Club of Germantown has been raising funds for the music garden in memory of Alison Bruno, a Germantown mother of three, who died in February 2023. To donate, visit the GoFundMe page at [gofundme.com/f/harmony-flower-project-in-memory-of-alison-bruno](https://www.gofundme.com/f/harmony-flower-project-in-memory-of-alison-bruno).

Where can I get more information about the Germantown Library patio project?

To get more information about this expanded patio project, visit germantownlibrarywi.org/2023-patio-project

Cathy Kozlowicz can be reached at 262-361-9132 or cathy.kozlowicz@jrn.com. Follow her on X at [@kozlowicz_cathy](https://twitter.com/kozlowicz_cathy).

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Germantown Community Library

Founded in 1962 by long-time Germantown resident and former bank president Emma Duerrwaechter, the Germantown Community currently serves over 35,000 residents in the communities of Germantown, Richfield and Jackson. At our current building on Mequon Road the library aims to build connection, enrich lives and grow our community through materials, information, services and programs.

In 2023, the library checked out over 365,000 items including books, movies, and digital items. The library also has a lot of non-traditional items available to checkout including video games, board games, early literacy kits, puzzles and craft kits.

Recent projects include creating 'The Enchanted Library' - the library's mobile library that delivers materials on-the-go, adding to our Library of Things

Collection and celebrating our 60th Anniversary this year. We also recently completed our outdoor Patio Project that includes doubling the previous space, an ADA-pathway, new picnic tables, musical flowers and an early literacy outdoor play area. This project of \$30,000+ was 100% funded by residents and businesses in the community.

The library has many exciting program this summer for all ages including It's a Dog Party (at Fireman's Park) on Saturday, July 6 at 10am. Gardening at Any Age on Wednesday, July 10 at 1pm, Zoozort Mini Zoo on Tuesday, August 13 from 1-3pm. Our Summer Reading Challenge also runs through Saturday, August 3 and is available for all ages. Check out all of our programs at <https://germantownlibrarywi.events.mylibrary.digital/>

*Friends of the Library Holiday Sale - December 2023*



Enchanted Library - May 2022



Groundbreaking of the Patio Project - June 2024

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- Ronald Reagan



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LIBRARY CORNER



BROUGHT TO YOU BY THE
GERMANTOWN
COMMUNITY LIBRARY

Join The Enchanted Library for
book checkout, crafts
& activities!
Learn more:
[www.germantownlibrarywi.org/
the-enchanted-library/](http://www.germantownlibrarywi.org/the-enchanted-library/)

SAT, JULY 6 @ 10AM
(FIREMAN'S PARK)

FRI, AUG 2 @ 9AM
(JACKSON)

FRI, AUG 2 @ 11AM
(RICHFIELD)

FUNDRAISERS

YOUTH & TEEN \$1 BOOK SALE
JUNE 22 - AUG 17

MON, JULY 15 @ 4-8PM
ROBERTS



LIBRARY OF THINGS

THE LIBRARY HAS TONS OF ITEMS
AVAILABLE FOR CHECKOUT INCLUDING:

- BOOKS
- MAGAZINES
- DVDS
- AUDIOBOOKS & PLAYAWAYS
- VOX, WONDERBOOKS & ME-READERS
- VIDEO GAMES
- BOARD GAMES
- PUZZLES
- CRAFT KITS
- EARLY LITERACY KITS
- ADVENTURE PASSES TO LOCAL ATTRACTIONS SUCH AS BETTY BRINN, MITCHELL PARK DOMES, SCHLITZ AUDUBON, WI STATE PARKS, YMCA & MORE!

GERMANTOWN
COMMUNITY LIBRARY



BUILD CONNECTIONS
ENRICH LIVES

N112 W16957 Mequon Rd (262) 253-7760
www.germantownlibrarywi.org

Mon-Thur: 9:30am-7:30pm /
Fri: 9:30am-5pm / Sat: 9:30am-3pm

STORYTIME

June 11 - July 31

Preschool:

Tues @ 10am

Baby/Toddler

Wed @ 10am

THURSDAY PROGRAMS

Library Olympics

Thurs, July 11
@ 4pm or 6pm

Glow Party

Thurs, Aug 8
@ 4pm or 6pm

SUMMER PERFORMERS

Smarty Pants Balloon Show

Thurs, June 27
@ 10:30am or 1:30pm

Miller & Mike Comedy

Thurs, July 25
@ 10:30am or 1:30pm

Zoozort Mini Zoo

Tues, Aug 13 @ 1-3pm

The Mammoth Hunter

Sat, Aug 17
@ 10:30am or 1:30pm

YOUTH & ALL AGES

**Picnic Party
& Patio Ribbon Cutting**

Join us in celebrating our new
Patio Area!

Fri, June 28 @ 11am-1pm

Play in a Day

Sat, June 29 @ 10am-2pm

Interactive Shrek Movie

Sat, Aug 10 @ 12:30-2:30pm

Puzzle Race (All Ages!)

(registration required)
Sat, Sept 21 @ 10:30am

ADULT PROGRAMS

Gardening at Any Age

Wed, July 10 @ 1pm

Frank Lloyd Wright's WI

Wed, Aug 14 @ 6pm

Decluttering & Downsizing

Tues, Aug 20 @ 1pm

Puzzle Race (All Ages!)

(registration required)
Sat, Sept 21 @ 10:30am

Friends Meeting

Mon, Sept 23 @ 10am

ADULT SERIES

Puzzle Day

Mon @ 9:30am-3pm
May 13, June 10 & July 8

Make it Crafts

(registration required)
Mon @ 1, 3 or 5pm
July 15 & Sept 23

Adult Crafts

(registration required)
Wed @ 2pm
Aug 7

Cook with a Book

(registration required)
Thurs @ 1pp
July 18 & Aug 15

ADULT BOOK GROUPS

The library has many book groups
for adults. Stop by the library or
visit our website to learn more:
[https://germantownlibrarywi.org/
book-groups/](https://germantownlibrarywi.org/book-groups/)

TEENS

Teen Olympiad

Mon, July 22 @ 6pm

College Q & A

Mon, Aug 19 @ 6pm

**Teen Advisory Board
Meeting**

Mon, Sept 6pm



Digital books,
audiobooks &
magazines:
wplc.overdrive.com
or on the Libby App



Available Now

Scan the QR code to register and
view all upcoming library events!
[https://germantownlibrarywi.events.
mylibrary.digital/](https://germantownlibrarywi.events.mylibrary.digital/)



TIME FOR
an
adventure
AT THE LIBRARY!

Summer Reading Challenge (all ages!):

June 3 - August 3

Read books --> Win Prizes!



Photo courtesy of Germantown Community Library

Germantown Community library staff were joined by members of the Village Board, Germantown Area Chamber of Commerce, individual and business donors and community members for their patio project ribbon cutting on June 28.

Germantown library cuts ribbon for new patio project

GERMANTOWN — The Germantown Community Library held a ribbon-cutting ceremony June 28 for the its new outdoor patio, featuring library staff, Library and Village Board members, the Germantown Area Chamber of Commerce, individual and business donors and community members.

This patio project broke ground on June 3, but was completely funded by donations from the community since May. To that end, the community came out and helped

raise over \$40,000, to double the size of the previous patio footprint and also add an Americans with Disabilities Act pathway, two new picnic tables and umbrellas, a larger bike rack space and an early literacy play space.

Previously donated benches and bricks have been placed back on the patio area. The patio area has about 160 bricks left available to be engraved in recognition for donations starting at \$100. Bricks are available until they are sold

out, but the next brick orders will be placed July 17 and September 18.

A musical instrument garden fundraised by the MOMS Club of Germantown in honor of Alison Bruno will be added later this summer.

Individuals and businesses can make a donation by visiting the library's website, filling out a form at the library or online through the MOMS Club GoFundMe page: tinyurl.com/537ut5rp.

Germantown Community Library seeking children and teen book donations

GERMANTOWN — The Germantown Community Library recently announced over social media that it is in need of teen and children's book donations.

According to the post on the Germantown Community Library Facebook page, the Friends of the Germantown Community Library youth & teen book sale has been so successful that it is running out of books to sell, and is asking the community for donations to help recoup some stock. The sale runs

through the end of August. Donations will also be used as prizes for the library's Summer Reading Prize Give-away.

According to the post, citizens with donations can stop by the library (N112-W16957 Mequon Road in Germantown) anytime during regular library hours to drop off new or used items. For more information on the Germantown library and the events that take place there, citizens can visit their website at germantownlibrarywi.org.

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: July 24, 2024

PLACEMENT: Presentation

ITEM TITLE: 2024 FFP Grant for Library Expansion

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

The Germantown Community Library submitted an application for a Flexible Facilities Program Grant (FFP) funded through the U.S. Department of Treasury's Capital Projects Fund (CPF) program on Wednesday, July 10. The grant was submitted by the Village of Germantown in the amount of \$4,250,000 for the library's second floor expansion and remodel of the first floor. Grants will be awarded by Tuesday, October 1, 2024.

ATTACHMENT:

STAFF RECOMMENDATION:

None.

ACTION BY Committee:

BUSINESS OF THE LIBRARY BOARD

MEETING DATE: July 24, 2024

PLACEMENT: Presentation

ITEM TITLE: Patio Project

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

The library and the Germantown Area Chamber of Commerce hosted a ribbon cutting on Friday, June 28 at 11:00am, followed by a Patio Party until 1:00pm to celebrate the opening of the patio. The patio is now available for use.

This has been a great community project and has been 100% fundraised by local businesses, organizations and community members. We have raised over \$40,000.

There are about 100 bricks (6 large & 94 small) left that are available for purchase. The library accepts cash, check or credit card and order forms are available at the library or online. There are also two displays in the library with information. A brick order was submitted last week (to be installed in mid-September) and the next order will be due on Wednesday, September 18, 2024.

Musical garden items are still on order and will be added to the patio area in late summer/early fall. These items are being fundraised by the MOMS Club of Germantown in memory of Alison Bruno. Fundraising is ongoing for these items.

Attachments include a task list, budget and pictures of the project.

ATTACHMENT:

1. 2024 Patio Project Update

STAFF RECOMMENDATION:

None.

ACTION BY Committee:

Patio Project: Additional Information

Below is a tasks list on the status of Patio Project:

Task	Company	Status
Approve contractor & finalize patio area design	Cervantes Concrete Services LLC, Village DPW & Engineering	Completed
Remove benches & store in parking lot	Village DPW	Completed
Remove bricks, pavers & landscaping	Cervantes Concrete Services LLC	Completed
Install concrete (current & expanded area), sidewalk & donation bricks surrounding the patio area	Cervantes Concrete Services LLC	Completed
Restore area to the right of the patio and reseed grass	Cervantes Concrete Services LLC	Completed
Move benches, put together two new picnic tables, remove blank bricks	Village DPW	Completed
Water newly planted grass	Village DPW	Ongoing
Put out early literacy items	Library Staff	Completed (small toys will be put out during regular hours weather permitted)
Put out picnic table umbrellas	Library Staff	Completed (put up during regular hours weather permitted)
Install musical garden items	Village DPW	TBD: late summer/early fall 2024
Remove majority of landscaping to the right of patio area, re-soil & add rocks	Village DPW or TBD contractor	TBD: early fall 2024/early spring 2025
Phase 2: Add fence, update landscaping, etc.	TBD Contractor	TBD: mostly likely with 2 nd floor expansion

Below is our estimated budget and funding list:

Item	Funding	Status
Concrete & Brick Install	\$21,880	Purchased & Installed
Picnic Tables (2)	\$2,332	Purchased & Installed
Umbrellas & Stands (2)	\$247	Purchased & Installed
Play Houses	\$623	Purchased & Installed
Musical Flowers (piece #1)	\$3,002	Purchased / TBD: late summer/early fall 2024
Rocks & landscaping removal	\$1,500 (estimated)	Not purchased / TBD: early spring 2025
Musical Flowers (piece #2-#5)	\$16,537	TBD: Depending on Funding Raised

\$46,121

Funding Raised so far: \$40,000

Patio Project Photos

Ground Breaking – June 3, 2024



Ribbon Cutting – June 28, 2024



Corporate Sponsors



Patio Pictures – July 2024



Early Literacy Items (purchased)



Early Literacy Items (TBD depending on funding)



BUSINESS OF THE LIBRARY BOARD

MEETING DATE: July 24, 2024

PLACEMENT: Action Item

ITEM TITLE: Patio Project Landscaping

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

After work on the Patio Project was complete, the area to the right of the patio needs some additional clean up and landscaping. This was not included in the original concrete contract or discussions with the Village of Germantown Department of Public Works. Since there is a large difference between the ground and the top of the concrete, we are concerned that this could create a fall hazard for staff and patrons.

The project would include work on the right side of the patio area between the library building and the concrete sidewalk/bike rack area (attached):

1. Removing plants in red (3 types) (page 2)
2. Removing grass & rocks in red areas (page 3)
3. Adding in soil/matting so that we would be able to add plants at a later date
4. Filling this area with American Heritage rocks to match the other areas outside the library building. There is currently a gap between the top of the patio and the grass/rock area that we are hoping to minimize. Rocks would be sloped downwards towards the building.

The library has reviewed the following options with the Village of Germantown Department of Public Works:

1. Leave the area as is
2. Work with DPW to complete the work in spring 2025
 - a. Pay for the cost of materials at an estimated cost of \$1,500 with fundraised money
3. Contract with a landscaping company to complete the project in fall 2024
 - a. Pay for the cost with fundraised money (estimate unknown)
 - b. Pay for the cost with available CIVMIC Risk Reimbursement Program Grant from the Village of Germantown (attached)
 - i. Up to \$3,000 has been preapproved and is available for the library
 - ii. Match requirement library funding up to \$3,000 (could take from Temp Invest-Library Fund with a current balance of \$5,625.82)

ATTACHMENT:

1. 2024 Patio Project Landscaping Photos
2. 2024 Patio Project Landscaping CIVMIC Grant

STAFF RECOMMENDATION:

Approve option 3b.

ACTION BY Committee:





Remove plants in Red
Keep tall back plants in green



Areas in Red:
Remove grass & rocks
Add in soil/matting (so we can add landscaping at a later date)
Fill areas with American Heritage rocks (slope downward towards building
to minimize drop between concrete & rocks)



9898 W. Blue Mound Road
Wauwatosa, WI 53226-4319

office 262-784-5666
fax 262-784-5599

web cvmic.com

Grant Request Form

The following conditions must be met for approval. Please check to confirm.

_____ *This grant will be used to reduce risk or improve conditions.*

_____ *A commitment will be made to implement and utilize the equipment, training, or service obtained.*

Please submit this request to the **Grant Program Coordinator** in your municipality for processing when completed. CVMIC cannot accept submission from anyone other than the Grant Program Coordinator.

Member City/Village:	
Program Coordinator:	
Date of Request:	
Requested by (Name):	
Department:	
Contact Phone Number:	
Contact Email:	
Category Code # (See Category List):	
Item Description:	
Estimated Cost:	
Additional Comments:	

Category List:

CODE	ITEM TYPE	CODE DESCRIPTION
GP01	CONTRACTED TRAINING	Training purchased from outside vendor, consultant, etc.
GP02	CONTRACTED SERVICE	Non-training service such as inspections, testing, etc.
GP03	INTERNAL TRAINING & MATERIALS	Supplies for conducting in-house training.
GP04	EQUIPMENT PURCHASE	Items that reduce risk for employees, citizens, volunteers, etc.
GP05	HEALTH AND WELLNESS	Programs or items that promote/improve employee health/wellness.
GP06	REWARDS AND RECOGNITION	Used to develop, improve or promote a safety culture.
GP07	PROFESSIONAL DEVELOPMENT	Employee training, skill development, conferences etc.
GP08	ACCREDITATIONS AND MEMBERSHIPS	Fees, dues, etc. used to maintain involvement with organizations.

*Please provide proof of purchase (receipt, paid invoice, etc.) when the item is obtained.