



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org Phone:
262-245-2700 | Fax: 262-245-2705

NOTICE

COMMITTEE MEETINGS

WEDNESDAY, OCTOBER 13, 2021 AT 6:30 PM
VILLAGE HALL COUNCIL ROOM

AGENDA

The following agenda items may be considered for Discussion, Consideration, or Action

- I. Building, Zoning & Ordinance Committee – Wright, Vlach, Parker**
 - a. *This meeting was held on Friday, October 8, 2021*
- II. Protective Services Committee – Vlach, Umans, D'Alessandro**
 - a. Call to Order
 - b. Roll Call
 - c. Protective Services Committee Meeting Minutes of September 7, 2021
 - d. Protective Services Committee Meeting Minutes of September 15, 2021
 - e. Joint Protective Services and Parks & Lakefront Committee Meeting Minutes of September 20, 2021
 - f. Protective Services Committee Meeting Minutes of October 4, 2021
 - g. Williams Bay Women's Civic League Temporary Alcohol License for February 5, 2022
 - h. Monthly Reports
 - i. Chief's Report
 - j. Adjourn
- III. Water & Sewer Committee – Umans, Parker, Stanek**
 - a. Call to Order
 - b. Roll Call
 - c. Water & Sewer Committee Meeting Minutes of September 15, 2021
 - d. Water & Sewer Committee Meeting Minutes of September 28, 2021
 - e. 2022 Proposed Budget
 - f. Southwick Creek Realignment
 - g. Adjourn
- IV. Parks & Lakefront Committee – D'Alessandro, Stanek, Wright**
 - a. Call to Order
 - b. Roll Call

- c. Parks & Lakefront Committee Meeting Minutes of September 7, 2021
- d. Parks & Lakefront Committee Meeting Minutes of September 15, 2021
- e. Joint Protective Services and Parks & Lakefront Committee Meeting Minutes of September 20, 2021
- f. Community Garden Relocation
- g. Adjourn

V. Streets & Highways Committee – Stanek, Umans, Vlach

- a. Call to Order
- b. Roll Call
- c. Streets & Highways Committee Meeting Minutes of September 15, 2021
- d. Adjourn

VI. Finance & Personnel Committee – Parker, D'Alessandro, Wright

- a. Call to Order
- b. Roll Call
- c. Finance & Personnel Committee Meeting Minutes of September 17, 2021
- d. Finance & Personnel Committee Meeting Minutes of September 21, 2021
- e. Finance & Personnel Committee Meeting Minutes of September 23, 2021
- f. Finance & Personnel Committee Meeting Minutes of September 27, 2021
- g. Finance & Personnel Committee Meeting Minutes of September 28, 2021
- h. Finance & Personnel Committee Meeting Minutes of October 4, 2021
- i. Part-Time Recreation Specialist
- j. Village Phone System
- k. Liberty National Supplemental Insurance
- l. Contract for Building Inspection Services
- m. Investment Policy
- n. Fund Balance Policy
- o. Resolution R-15-21 Commitment of 2020 Fund Balance
- p. 2022 Budget Notice Publication
- q. Consider a motion to convene into closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - 1. Thanksgiving Holiday
- r. Motion to reconvene into open session
- s. Possible discussion of/action for those items discussed in closed session
- t. Adjourn

Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the Village Clerk's office in advance so the appropriate accommodations can be made.



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UNOFFICIAL MINUTES PROTECTIVE SERVICES COMMITTEE 09/07/21 MEETING TUESDAY, SEPTEMBER 7, 2021 AT 6:00 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Trustee Vlach called the meeting to order at 6:04pm.

II. Roll Call

Present: George Vlach, Jim D'Alessandro, Robert Umans

Also Present: President Duncan, Trustees Wright and Stanek, Administrator Tobin, Police Chief Timm, Fire Chief Smith, Rescue Squad Lieutenant Vavra and Clerk Pankau

III. Conditional Full - Time Offer - Police Officer

Trustee Vlach and Chief Timm explained that they conducted interviews for a Full-Time Police Officer position. They stated that they interviewed nine individuals, and they are very comfortable with offering a conditional offer to Brian Bagrowski for one of the positions, and would like to request to re-advertise for another position. Chief Timm stated that Bagrowski already has law enforcement experience, is working on getting his reciprocity from the Police Academy for Wisconsin and was very community focused.

The motion to Approve the Conditional Full-Time Offer to Brian James Bagrowski was initiated by Robert Umans and seconded by Jim D'Alessandro. Unanimously carried.

The motion to Approve the re-advertising of a Full-Time Police Officer position was initiated by George Vlach and seconded by Robert Umans. Unanimously carried.

IV. Emergency Medical Services (EMS)

Trustee Vlach stated that the Rescue Squad has come to the Committee stating that they need help and do not have enough people. Administrator Tobin spoke with the Town of Delavan on how they now contract with Metro and their referendum and how they would be willing to talk with Williams Bay about partnering for EMS if the Board is interested. Lieutenant Vavra reminded the Board that every event they stand-by at, like high school sporting events, the KNC Run, etc., is all done on their own volunteer time, so they may want to keep the Williams Bay EMS Crew on specifically for those reasons potentially. The Committee directed Administrator Tobin to set-up a meeting with the Protective Services Committee, Fire Department, Rescue Squad, the Town of Delavan and Metro to talk about specifics as soon as possible.

V. Consider a motion to convene in closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

The motion to convene in closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility was initiated by George Vlach and seconded by Robert Umans at 6:37pm.

Votes:

Yes: George Vlach, Jim D'Alessandro, Robert Umans

No: None

Abstain: None

Result: Passed

A. Fire and EMS Stipends

VI. Motion to reconvene into open session

The motion to Motion to reconvene into open session the Motion to reconvene into open session was initiated by Jim D'Alessandro and seconded by George Vlach.

Votes:

Yes: George Vlach, Jim D'Alessandro, Robert Umans

No: None

Abstain: None

Result: Passed

VII. Possible discussion of/action for those items discussed in closed session

The motion to Approve the Rescue Squad Captain to offer on-call members to be on-site at the wage of not more than \$50/night was initiated by George Vlach and seconded by Jim D'Alessandro. Unanimously carried.

VIII. Adjourn

The motion to adjourn was initiated by Jim D'Alessandro and seconded by Robert Umans at 06:58pm. Unanimously carried.

/s/ Jackie Pankau, Village Clerk

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UNOFFICIAL MINUTES

PROTECTIVE SERVICES COMMITTEE

WEDNESDAY, SEPTEMBER 15, 2021 AT 6:30 PM

VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Vlach at 6:58pm

Roll Call

Trustees Vlach, D'Alessandro and Umans

Also Present: President Duncan, Trustee Stanek, Administrator Tobin, Clerk Pankau, Public Works Director Edwards, Police Chief Timm, Harbormaster Blincoe and Library Director Schnupp.

Meeting Minutes

Umans/D'Alessandro motion to approve meeting minutes of August 11, 2021. Unanimously carried.

Boat Launch Parking

After speaking with the Harbormaster, the Committee agreed that the Harbormaster needs a parking spot at the Boat Launch dedicated for him. There was discussion about paving over the grassy area that the Harbormaster currently parks on to create 2-3 parking spots there, one being for the Harbormaster and the others being for patrons, or putting up a sign at the current parking spot right next to the Harbor Hut to not allow patrons to utilize that spot.

Vlach/Umans motion to dedicate the first parking spot next to the Harbor Hut to the Harbormaster with a sign saying "Harbormaster Parking Only" while the Parks and Lakefront Committee gets quotes for paving over the grassy area. Unanimously carried.

Stop Sign Request at Walworth/Liechty

Chief Timm summarized the Southeastern Wisconsin Regional Planning Commission's study and how they recommended to put a stop sign at the location of Walworth and Liechty.

Umans/D'Alessandro motion to recommend to the BZO Committee to update the Ordinance to allow a stop sign at Walworth and Liechty. Unanimously carried.

Consider a motion to convene into closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- First Responders

D'Alessandro/Umans motion to convene into closed session at 7:32pm.

Roll Call Vote:

Aye: Vlach, Umans, D'Alessandro

Nay: None

Motion passes.

Motion to reconvene into open session

Umans/D'Alessandro motion to reconvene into open session at 7:47pm. Unanimously carried.

Possible discussion of/action for those items discussed in closed session

D'Alessandro/Umans motion to recommend to the Finance and Personnel Committee to allocate \$6,000.00 of the American Rescue Plan Act Funding (ARPA) money for premium pay to members of the Police Department. Unanimously carried.

D'Alessandro/Umans motion to recommend to the Finance and Personnel Committee to allocate \$5,000.00 of the American Rescue Plan Act Funding (ARPA) money for premium pay to members of the Fire Department. Unanimously carried.

Monthly Police Activity Report

Chief Timm stated that there was a system update that created some bugs in the software to run these reports, so the September Reports will be given at the October Committee Meeting.

Police Chief's Report

Chief Timm stated that Lieutenant Kostock and himself are busy with multiple open records requests and two audits. He reported that he has received the accepted conditional officer from Brian Bragowski and is now waiting on other paperwork to get him started. Timm stated that the second Police Officer position opened this afternoon and they already have two applicants. He stated that members of the Police and Fire Departments have been wearing the 9/11/2001 Badges in honor of the first responders who served during that time. Timm stated that new Tahoes are already unavailable but that Officer Hammett who oversees maintaining the fleet of squads feels confident that the Explorers will be fine for another year.

Adjourn

D'Alessandro/Umans motion to adjourn at 7:54pm. Unanimously carried.

/s/ Jackie Pankau, Village Clerk

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UNOFFICIAL MINUTES JOINT PARKS & LAKEFRONT AND PROTECTIVE SERVICES COMMITTEE MEETING MONDAY, SEPTEMBER 20, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

I. Meeting Items

A. Call to Order

D'Alessandro called the meeting to order at 6:30pm.

B. Roll Call

Present: Jim D'Alessandro, Matt Stanek, Robert Umans, George Vlach

Also Present: Administrator Tobin, Treasurer Peternell, Police Chief Timm, Director of Public Works Edwards and Dan Anderson; Lions Club

Excused: Lowell Wright

C. Edgewater Park Use Application Addendum from the Lion's Club

Edgewater Park has the potential of accommodating approximately 90 cars and Cafe Calamari another 50 cars. Gage Marine has offered the use of the lot next Advia bank.

After further discussion, it was determined that the sailboat rigging area and the inside circle of the east parkway wouldn't be needed.

The motion to Recommend Village Board Approval of the use of 2 regular spots west of the handicap on the east end of Edgewater Park for cars to access the park was initiated by George Vlach and seconded by Robert Umans. Unanimously carried.

The motion to Recommend Village Board Approval to allow use of the park on Thursday night for setup was initiated by Jim D'Alessandro and seconded by Matt Stanek. Unanimously carried.

D. Adjournment

The motion to adjourn was initiated by Jim D'Alessandro and seconded by George Vlach at 6:48pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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UNOFFICIAL MINUTES PROTECTIVE SERVICES 10/04/21 MEETING MONDAY, OCTOBER 4, 2021 AT 6:45 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Trustee Vlach called the meeting to order at 6:47pm.

II. Roll Call

Present: George Vlach, Jim D'Alessandro, Robert Umans

Also Present: President Duncan, Trustees Stanek, Parker and Wright, Administrator Tobin, Clerk Pankau, Chief Timm and DPW Director Edwards

III. Conditional Offer for Employment for two full-time Police Officers

Trustee Vlach stated that the Hiring Committee is recommending two candidates for the two open Police Officer positions to the Protective Services Committee. He stated that they are making the recommendation to offer the positions to Joseph Scurto and Michaela Shiroda.

The motion to Recommend Village Board Approval of the Conditional Offers for Employment for two full-time Police Officers to Joseph Scurto and Michaela Shiroda was initiated by Jim D'Alessandro and seconded by Robert Umans. Unanimously carried.

IV. Adjourn

The motion to adjourn was initiated by Jim D'Alessandro and seconded by George Vlach at 6:57pm. Unanimously carried.

/s/ Jackie Pankau, Village Clerk

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Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: _____

☐ Town ☒ Village ☐ City of Williams Bay

County of Walworth

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 2/5/2022 and ending 2/5/2022 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☒ Lodge/Society/ Civic League

☐ Chamber of Commerce or similar Civic or Trade Organization

☐ Veteran's Organization ☐ Fair Association

(a) Name Williams Bay Women's Civic League

(b) Address PO Box 374, Williams Bay, WI 53191
(Street) ☐ Town ☒ Village ☐ City

(c) Date organized 1948

(d) If corporation, give date of incorporation 1954

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Mary Umans, 518 Morgan Dr, Wms Bay

Vice President Rita Pilarski, 556 Highland Way, "

Secretary Lois Fredrickson, 15 Garfield Pkwy, "

Treasurer _____

(g) Name and address of manager or person in charge of affair: _____

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Williams Fieldhouse

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? Part

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Available Room

3. Name of Event

(a) List name of the event Williams Bay Civic League Chili

(b) Dates of event Sat, Feb 5, 2022 Cook off

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Williams Bay Civic League, Inc.
(Name of Organization)

Pres

Officer Mary Umans 9/30/2021
(Signature/date)

Officer Lois Fredrickson 9/30/2021
(Signature/date)

VP
Officer Rita Pilarski 9/24/2021
(Signature/date)

Treas
Officer Muelen Ezzert 9/30/2021
(Signature/date)

Date Filed with Clerk 10/1/2021

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____



SERVING INDOORS OF THE LIONS FIELD HOUSE ONLY



VILLAGE OF WILLIAMS BAY

OPERATOR'S LICENSE

LICENSE NO: 506

WHEREAS, the local governing body of the Village of Williams Bay, County of Walworth, State of Wisconsin, has upon application duly made, granted and authorized the issuance of an "Operator's License" to:

RITA PILARSKI

AND WHEREAS, the said applicant has paid to the Treasurer the sum of \$40.00 as required by the Municipal Ordinances, and has complied with all requirements necessary for obtaining said license;

NOW THEREFORE, An "Operator's License" pursuant to §125.32 (2) and 125.68 (2) of the Wisconsin State Statutes, and local ordinances, Is hereby issued to said applicant,

FOR THE PERIOD OF July 1, 2021- June 30, 2023.

Given Under My hand and the Great Seal of the Village of Williams Bay, County of Walworth, State of Wisconsin, this 8th day of June, 2021.



Jackie Pankau, Village Clerk

Village of Williams Bay
PO Box 580
250 Williams Street
Williams Bay WI 53191
(262) 245-2700

Receipt No: 10.002830
Oct 1, 2021

WILLIAMS BAY WOMEN'S CIVIC LEAGUE

LICENSES AND PERMITS - TEMPORARY CLASS "B" / "CLASS B" RETAILER'S LICENSE 100-43001 LIQUOR/BEER LICENSE	10.00
Total:	10.00
CHECKS Check No: 1416	10.00
Payor: WILLIAMS BAY WOMEN'S CIVIC LEAGUE	
Total Applied:	10.00
Change Tendered:	.00

10/01/2021 3:58 PM



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UNOFFICIAL MINUTES WATER AND SEWER COMMITTEE WEDNESDAY, SEPTEMBER 15, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Umans at 6:43pm

Roll Call

Present: Trustees Umans and Stanek

Also Present: President Duncan, Trustees Vlach and D'Alessandro, Administrator Tobin, Clerk Pankau, Public Works Director Edwards, Police Chief Timm, Village Engineer Snyder, Harbormaster Blincoe and Library Director Schnupp.

Excused: Trustee Parker

Meeting Minutes

Stanek/Umans motion to approve the August 11, 2021 meeting minutes. Unanimously carried.

2018 Water Impact Needs Assessment Study

Trustee Umans explained that the study finds additional expenses to infrastructure due to new houses and subdivisions being built, which determines the impact fee that is put on new developments. Village Engineer Snyder explained that the study analyzes the supply, storage and treatment costs for new residences, but that he would not be surprised if the numbers have changed since 2018 due to the costs increasing. He stated that the revenue from the impact fees could be used for more capacity at the water plant or for an additional water tower, for example. Snyder stressed that there must be a valid need in order to charge the impact fees, so a new study would be recommended.

Stanek/Umans motion to update the 2018 Water Impact Fees Needs Assessment. Unanimously carried.

Adjourn

Stanek/Umans motion to adjourn at 6:58pm. Unanimously carried.

/s/ Jackie Pankau, Village Clerk

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UNOFFICIAL MINUTES WATER AND SEWER 09/28/21 MEETING TUESDAY, SEPTEMBER 28, 2021 AT 3:30 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Umans called the meeting to order at 3:30pm.

II. Roll Call

Present: Robert Umans, Don Parker

Also Present: Trustee Wright, Administrator Tobin, Treasurer Peternell, Engineer Snyder and Karen Yancey; Geneva Lake Conservancy

Excused: Matt Stanek

III. Southwick Creek Engineering Report

Karen Yancey was present to discuss the engineering for the Southwick Creek realignment project. She stated that she would need an updated engineering report so that they can begin fundraising efforts for the project. Snyder stated that he will provide an abbreviated report at the October Committee meeting.

IV. Water Main Asset Management Report - Project 210417

Snyder stated that he will be working with Village staff to gather the information on water main breaks that are needed to complete the report. Snyder estimates that it will take 2 months to complete the report after the required information is received.

V. Water Loss and Infiltration Reduction Update - Project 191368

Snyder stated that he is working on creating districts that will be used by the utility department to track water usage in each district to assist in locating water leaks.

VI. Lime Reactor Cleaning January/February 2022

Snyder stated that the Village will likely need to wait to bid until the fall of 2022, following the completion of a portion of the ammonia reduction study. There is a possibility that the lime reactor could be converted to a biological filter in the future; this would prevent the need to add large doses of chlorine to convert the ammonia to nitrogen gas.

VII. Sewer Lift Station(s) Condition Study Update - Project 191372

Snyder provided a draft report with recommended improvements in the next 20 years with an approximate total cost of \$4.2 million. One of the recommended projects in the study is a two phase approach for increasing the capacity from the Harris Road lift station.

VIII. Sewer Lining of Sewer Pipe Schedule

Snyder stated that televising of the sewer lines needs to be done to determine where slip liners should be installed. He will discuss the schedule for televising with the Director of Public Works.

IX. Sewer Rate Increase Initial Discussion

Umans stated that he would like to start discussions on a sewer rate increase for 2022. Umans stated that updated costs on all projects are needed before determining the amount of the increase needed.

X. Adjourn

The motion to adjourn was initiated by Don Parker and seconded by Robert Umans at 4:32pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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2022 SEWER UTILITY BUDGET

		2020	2021	2021	2021	2021	2022	Increase
		Prior year	Current year	Unexpended	Current year	Estimated YE	Proposed	Over
Account Number	Account Title	Actual	as of 8/31/21	Budget	Budget	Budget	Budget	Prior Year
300-44460	SEWER RESIDENTIAL SALES	\$850,971.86	\$494,088.91	\$521,971.09	\$1,016,060.00	\$1,032,525.00	\$1,030,000.00	1.37%
300-44461	SEWER COMMERCIAL SALES	\$133,372.23	\$79,066.79	\$74,865.21	\$153,932.00	\$163,040.00	\$160,000.00	3.94%
300-44464	SEWER PUBLIC AUTHORITY SALES	\$10,865.05	\$6,746.32	\$6,743.68	\$13,490.00	\$14,024.00	\$13,800.00	2.30%
300-44470	SEWER FORFEITED DISCOUNTS	\$4,816.18	\$2,672.10	\$2,127.90	\$4,800.00	\$4,500.00	\$4,300.00	-10.42%
300-44475	SEWER CONNECTION FEE	\$81,256.00	\$63,000.00	\$27,000.00	\$90,000.00	\$67,500.00	\$67,500.00	-25.00%
300-48004	INTEREST ON INVESTMENTS	\$6,633.52	\$717.30	\$5,782.70	\$6,500.00	\$1,150.00	\$1,000.00	-84.62%
300-48005	PROPERTY RENTAL INCOME	\$9,400.00	\$9,400.00	\$0.00	\$9,400.00	\$9,400.00	\$9,400.00	0.00%
		\$1,097,314.84	\$655,691.42	\$638,490.58	\$1,294,182.00	\$1,292,139.00	\$1,286,000.00	-0.63%
300-58801-000	IT SUPPORT/ANNUAL FEES	\$6,202.19	\$4,803.27	\$1,396.73	\$6,200.00	\$6,200.00	\$6,000.00	-3.23%
300-58929-000	SEWER SYSTEM MAPPING	\$0.00	\$0.00	\$250.00	\$250.00	\$250.00	\$250.00	0.00%
300-58960-000	SEWER DEBT SERVICE	\$17,078.02	\$19,466.29	\$2,203.71	\$21,670.00	\$21,670.00	\$22,180.00	2.35%
300-58964-110	SEWER ACCOUNTING - WAGES	\$37,063.99	\$28,626.01	\$19,163.99	\$47,790.00	\$44,360.00	\$47,607.00	-0.38%
300-58964-121	SEWER ACCOUNTING - FICA	\$2,958.19	\$2,189.39	\$1,466.61	\$3,656.00	\$3,382.00	\$3,642.00	-0.38%
300-58964-122	SEWER ACCOUNTING - RETIREMENT	\$2,676.95	\$2,212.30	\$1,491.70	\$3,704.00	\$3,432.00	\$3,571.00	-3.59%
300-58964-123	SEWER ACCOUNTING - HEALTH INS	\$9,716.64	\$7,119.07	\$9,704.93	\$16,824.00	\$10,290.00	\$8,900.00	-47.10%
300-58964-127	SEWER ACCT HSA FUNDING	\$2,500.00	\$2,500.00	\$1,875.00	\$4,375.00	\$2,500.00	\$2,500.00	-42.86%
300-58965-000	SEWER DEBT SERVICE MISC EXP	\$0.00	\$158.33	(\$158.33)	\$0.00	\$158.00	\$160.00	0.00%
300-58965-110	SEWER ADMIN - WAGES	\$30,673.79	\$16,552.86	\$14,725.14	\$31,278.00	\$27,661.00	\$32,360.00	3.46%
300-58965-121	SEWER ADMIN - FICA	\$2,224.82	\$1,196.83	\$1,196.17	\$2,393.00	\$2,004.00	\$2,476.00	3.47%
300-58965-122	SEWER ADMIN - RETIREMENT	\$2,216.57	\$1,274.20	\$1,149.80	\$2,424.00	\$2,126.00	\$2,427.00	0.12%
300-58965-123	SEWER ADMIN - HEALTH INS	\$7,219.67	\$4,269.06	\$3,519.94	\$7,789.00	\$6,797.00	\$7,415.00	-4.80%
300-58965-127	SEWER ADMIN HSA FUNDING	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	0.00%
300-58965-140	SEWER CAPITAL OUTLAY	\$385.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
300-58966-160	SEWER OPERATING SUPPLIES	\$158.74	\$115.00	\$385.00	\$500.00	\$500.00	\$500.00	0.00%
300-58966-170	SEWER UTILITIES - NATURAL GAS	\$1,361.27	\$1,296.46	\$203.54	\$1,500.00	\$1,945.00	\$2,000.00	33.33%
300-58966-171	SEWER UTILITIES - ELECTRIC	\$10,942.69	\$8,129.86	\$2,870.14	\$11,000.00	\$12,195.00	\$13,000.00	18.18%
300-58967-000	SEWER FUEL EXPENSE	\$802.67	\$589.46	\$2,810.54	\$3,400.00	\$1,000.00	\$1,000.00	-70.59%
300-58967-150	SEWER VEHICLE REPAIRS & MAINT	\$0.00	\$99.53	\$1,400.47	\$1,500.00	\$1,500.00	\$1,500.00	0.00%
300-58968-150	SEWER COLLECTION SYSTEM MAINT	\$11,741.25	\$711.96	\$6,788.04	\$7,500.00	\$7,500.00	\$7,500.00	0.00%
300-58969-160	SEWER OFFICE SUPPLIES	\$10,191.56	\$7,298.53	\$2,701.47	\$10,000.00	\$10,000.00	\$10,000.00	0.00%
300-58969-200	SEWER TELEPHONE	\$1,060.86	\$2,142.85	(\$1,042.85)	\$1,100.00	\$1,600.00	\$1,100.00	0.00%
300-58970-000	SEWER ATTORNEY EXPENSE	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00	\$500.00	0.00%
300-58972-000	SEWER AUDIT EXPENSE	\$29,038.42	\$15,866.67	(\$6,866.67)	\$9,000.00	\$15,700.00	\$8,100.00	-10.00%
300-58973-000	SEWER ENGINEERING EXPENSE	\$23,172.00	\$24,649.50	\$5,350.50	\$30,000.00	\$30,000.00	\$30,000.00	0.00%
300-58974-000	SEWER INSURANCE EXPENSE	\$31,666.50	\$31,383.00	\$617.00	\$32,000.00	\$31,383.00	\$32,000.00	0.00%

2022 SEWER UTILITY BUDGET

		2020	2021	2021	2021	2021	2022	Increase
		Prior year	Current year	Unexpended	Current year	Estimated YE	Proposed	Over
300-58975-130	SEWER DRUG TESTING EXPENSE	\$105.62	\$37.50	\$162.50	\$200.00	\$200.00	\$200.00	0.00%
300-58975-190	SEWER TRAINING EXPENSE	\$300.00	\$0.00	\$250.00	\$250.00	\$250.00	\$250.00	0.00%
300-58976-000	SEWER REPLACEMENT FUND	\$4,372.30	\$5,229.38	\$270.62	\$5,500.00	\$4,980.00	\$10,000.00	81.82%
300-58978-000	SLIP LINERS	\$47,266.50	\$0.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	0.00%
300-58980-300	WALCOMET SEWERAGE EXPENSES	\$781,874.98	\$425,042.06	\$374,957.94	\$800,000.00	\$730,000.00	\$800,000.00	0.00%
300-58980-310	WALCOMET SEWER CONNECTION FE	\$44,000.00	\$32,000.00	\$48,000.00	\$80,000.00	\$60,000.00	\$60,000.00	-25.00%
300-58996-000	I & I REDUCTION	\$20,886.40	\$1,820.00	\$33,180.00	\$35,000.00	\$35,000.00	\$35,000.00	0.00%
		\$1,141,857.59	\$648,779.37	\$580,523.63	\$1,229,303.00	\$1,126,583.00	\$1,204,138.00	-2.05%
	OVER/UNDER BUDGET	(\$44,542.75)	\$6,912.05	\$57,966.95	\$64,879.00	\$165,556.00	\$81,862.00	
	SEWER REPLACEMENT FUND							
	FUTURE W&S REPLACEMENT DESIGN	\$10,000.00						

2022 WATER UTILITY BUDGET

		2020	2021	2021	2021	2021	2022	Increase
		Prior year	Current year	Unexpended	Current year	Estimated YE	Proposed	Over
Account Number	Account Title	Actual	as of 8/31/21	Budget	Budget	Budget	Budget	Prior Year
200-44460	WATER RESIDENTIAL SALES	\$454,580.01	\$235,682.58	\$223,317.42	\$459,000.00	\$471,554.00	\$568,000.00	23.75%
200-44461	WATER COMMERCIAL SALES	\$71,875.18	\$39,858.33	\$32,561.67	\$72,420.00	\$77,913.00	\$95,000.00	31.18%
200-44463	WATER PUBLIC FIRE PROTECTION	\$180,184.58	\$92,282.32	\$91,317.68	\$183,600.00	\$184,004.00	\$219,500.00	19.55%
200-44464	WATER PUBLIC AUTH SALES	\$11,656.07	\$5,007.42	\$6,882.58	\$11,890.00	\$12,897.00	\$15,500.00	30.36%
200-44465	PRIVATE FIRE REVENUE-WTR	\$3,617.70	\$1,808.40	\$1,863.60	\$3,672.00	\$3,652.00	\$4,000.00	8.93%
200-44466	MULTIFAMILY RESIDENTIAL	\$19,511.61	\$9,498.44	\$10,402.56	\$19,901.00	\$19,493.00	\$23,000.00	15.57%
200-44470	WATER FORFEITED DISCOUNTS	\$3,768.69	\$1,789.52	\$1,910.48	\$3,700.00	\$3,222.00	\$2,500.00	-32.43%
200-44472	INVOICE SERVICE PAYMENTS	\$761.88	\$0.00	\$800.00	\$800.00	\$200.00	\$0.00	-100.00%
200-44474	WATER OTHER REVENUE	\$4,166.99	\$6,186.20	-\$2,186.20	\$4,000.00	\$3,933.00	\$3,052.00	-23.70%
200-44475	IMPACT FEES	\$21,200.00	\$14,840.00	\$6,360.00	\$21,200.00	\$15,900.00	\$15,900.00	-25.00%
200-48004	INTEREST ON INVESTMENTS	\$11,984.90	\$1,949.05	\$10,050.95	\$12,000.00	\$2,776.00	\$2,300.00	-80.83%
200-48005	PROPERTY RENTAL/TOWER LEASE	\$57,983.89	\$36,355.33	\$20,644.67	\$57,000.00	\$57,000.00	\$57,000.00	0.00%
200-48420	IMPACT FEE INTEREST INCOME	\$213.98	\$48.25	\$171.75	\$220.00	\$73.00	\$60.00	-72.73%
		\$841,505.48	\$445,305.84	\$404,097.16	\$849,403.00	\$852,617.00	\$1,005,812.00	18.41%
200-57346-000	NEW WATER METERS	\$14,012.03	\$12,642.33	\$12,357.67	\$25,000.00	\$25,000.00	\$25,000.00	0.00%
200-57346-100	METER REPLACEMENT PROGRAM	\$1,374.70	\$3,000.00	\$27,000.00	\$30,000.00	\$30,000.00	\$30,000.00	0.00%
200-57400-000	BILLABLE SERVICES	\$360.00	\$4,130.00	-\$3,830.00	\$300.00	\$420.00	\$300.00	0.00%
200-57408-000	WATER TAX EQUIVALENT	\$109,000.00	\$109,000.00	-\$8,200.00	\$100,800.00	\$100,800.00	\$100,800.00	0.00%
200-57427-000	INTEREST ON LT DEBT	\$3,914.38	\$1,659.78	\$10,475.22	\$12,135.00	\$12,135.00	\$10,863.00	-10.48%
200-57599-000	WATER INSURANCE EXPENSE	\$31,666.50	\$31,383.00	\$617.00	\$32,000.00	\$31,383.00	\$32,000.00	0.00%
200-57601-150	WELL #1 - REPAIRS	\$0.00	\$0.00	\$800.00	\$800.00	\$800.00	\$800.00	0.00%
200-57602-150	WELL #2 - REPAIRS	\$0.00	\$0.00	\$800.00	\$800.00	\$800.00	\$800.00	0.00%
200-57610-140	WATER FUND CAPITAL OUTLAY	\$72,027.10	\$34,980.97	\$187,019.03	\$222,000.00	\$132,000.00	\$40,000.00	-81.98%
200-57622-170	WATER POWER - NATURAL GAS	\$1,553.21	\$4,233.43	-\$2,233.43	\$2,000.00	\$5,000.00	\$4,000.00	100.00%
200-57622-171	WATER POWER - ELECTRIC	\$55,454.72	\$45,734.43	\$12,265.57	\$58,000.00	\$65,000.00	\$65,000.00	12.07%
200-57623-160	WATER PUMPING SUPPLIES	\$0.00	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00	0.00%
200-57623-170	WATER TESTING	\$2,448.00	\$1,077.00	\$1,923.00	\$3,000.00	\$3,000.00	\$3,000.00	0.00%
200-57630-110	WATER TREATMENT - WAGES	\$49,909.50	\$33,827.87	\$13,640.13	\$47,468.00	\$51,736.00	\$51,140.00	7.74%
200-57630-121	WATER TREATMENT - FICA	\$3,743.17	\$2,526.80	\$1,104.20	\$3,631.00	\$3,864.00	\$3,840.00	5.76%
200-57630-122	WATER TREATMENT - RETIREMENT	\$3,868.13	\$2,621.73	\$1,057.27	\$3,679.00	\$4,009.00	\$2,489.00	-32.35%
200-57630-123	WATER TREATMENT - HEALTH INS	\$7,938.77	\$5,749.29	\$2,133.71	\$7,883.00	\$8,304.00	\$10,830.00	37.38%
200-57630-124	WATER TREATMENT - LIFE INS	\$132.96	\$101.68	\$38.32	\$140.00	\$158.00	\$40.00	-71.43%
200-57630-127	WATER TREATMENT HSA FUNDING	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	\$3,333.00	33.32%
200-57631-160	WATER TREATMENT CHEMICALS	\$114,668.65	\$71,887.79	\$53,112.21	\$125,000.00	\$120,000.00	\$140,000.00	12.00%
200-57632-160	WATER TREATMENT SUPPLIES	\$1,423.79	\$978.78	\$271.22	\$1,250.00	\$1,200.00	\$1,300.00	4.00%
200-57635-150	WATER TREATMENT REPAIRS/ MAIN	\$1,692.13	\$1,574.84	\$3,425.16	\$5,000.00	\$3,500.00	\$5,000.00	0.00%

2022 WATER UTILITY BUDGET

		2020	2021	2021	2021	2021	2022	Increase
		Prior year	Current year	Unexpended	Current year	Estimated YE	Proposed	Over
200-57640-110	WATER DISTRIBUTION - WAGES	\$49,924.62	\$32,498.77	\$14,969.23	\$47,468.00	\$49,704.00	\$51,140.00	7.74%
200-57640-121	WATER DISTRIBUTION - FICA	\$3,743.56	\$2,527.32	\$1,103.68	\$3,631.00	\$3,865.00	\$3,840.00	5.76%
200-57640-122	WATER DISTRIBUTION - RETIREMENT	\$3,868.88	\$2,622.34	\$1,056.66	\$3,679.00	\$4,010.00	\$2,489.00	-32.35%
200-57640-123	WATER DISTRIBUTION - HLTH INS	\$7,938.77	\$5,749.29	\$2,133.71	\$7,883.00	\$8,304.00	\$10,830.00	37.38%
200-57640-124	WATER DISTRIBUTION - LIFE INS	\$113.91	\$78.54	\$61.46	\$140.00	\$120.00	\$40.00	-71.43%
200-57640-127	WATER DISTRIBUTION HSA FUNDING	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	\$3,333.00	33.32%
200-57641-160	WATER DISTRIBUTION SUPPLIES	\$6,437.76	\$2,619.26	\$3,380.74	\$6,000.00	\$5,000.00	\$6,000.00	0.00%
200-57650-150	WATER TOWERS REPAIRS/MAINT	\$33,830.75	\$945.18	-\$945.18	\$0.00	\$950.00	\$1,000.00	0.00%
200-57651-150	WATER MAINS REPAIRS/MAINT	\$12,260.72	\$21,511.08	\$18,488.92	\$40,000.00	\$30,000.00	\$30,000.00	-25.00%
200-57652-150	WATER SERVICES REPAIRS/ MAINT	\$2,110.24	\$4,672.07	\$327.93	\$5,000.00	\$12,000.00	\$5,000.00	0.00%
200-57653-151	WATER METER TESTING	\$16.99	\$308.00	\$2,192.00	\$2,500.00	\$1,000.00	\$2,500.00	0.00%
200-57654-150	HYDRANT REPAIRS/MAINT	\$0.00	\$10,027.63	-\$27.63	\$10,000.00	\$13,000.00	\$10,000.00	0.00%
200-57656-150	CROSS CONNECTION INSPECTION	\$22,980.00	\$12,430.00	\$10,570.00	\$23,000.00	\$20,380.00	\$19,080.00	-17.04%
200-57902-110	WATER ACCOUNTING - WAGES	\$37,063.99	\$28,919.42	\$18,870.58	\$47,790.00	\$44,229.00	\$47,608.00	-0.38%
200-57902-121	WATER ACCOUNTING - FICA	\$2,959.04	\$2,189.79	\$1,466.21	\$3,656.00	\$3,349.00	\$3,642.00	-0.38%
200-57902-122	WATER ACCOUNTING- RETIREMENT	\$2,677.35	\$2,212.33	\$1,491.67	\$3,704.00	\$3,383.00	\$3,571.00	-3.59%
200-57902-123	WATER ACCOUNTING - HEALTH INS	\$9,716.64	\$7,119.07	\$9,704.93	\$16,824.00	\$10,289.00	\$8,900.00	-47.10%
200-57902-127	WATER ACCT HSA FUNDING	\$2,500.00	\$2,500.00	\$1,875.00	\$4,375.00	\$2,500.00	\$2,500.00	-42.86%
200-57903-125	WATER METER READING - UNIFORM	\$4,427.36	\$2,433.33	\$3,066.67	\$5,500.00	\$5,500.00	\$5,500.00	0.00%
200-57920-110	WATER ADMIN - WAGES	\$30,673.79	\$16,552.87	\$14,725.13	\$31,278.00	\$27,660.00	\$32,360.00	3.46%
200-57920-121	WATER ADMIN - FICA	\$2,225.27	\$1,197.02	\$1,195.98	\$2,393.00	\$2,004.00	\$2,480.00	3.64%
200-57920-122	WATER ADMIN - RETIREMENT	\$2,216.57	\$1,274.13	\$1,149.87	\$2,424.00	\$2,125.00	\$2,430.00	0.25%
200-57920-123	WATER ADMIN - HEALTH INS	\$7,219.67	\$4,276.96	\$3,512.04	\$7,789.00	\$6,796.00	\$7,415.00	-4.80%
200-57920-127	WATER ADMIN HSA FUNDING	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	0.00%
200-57921-160	WATER OFFICE SUPPLIES	\$10,623.56	\$7,937.15	\$2,062.85	\$10,000.00	\$10,000.00	\$10,000.00	0.00%
200-57921-200	WATER TELEPHONE	\$2,337.40	\$3,190.85	-\$690.85	\$2,500.00	\$4,711.00	\$2,500.00	0.00%
200-57923-000	WATER ATTORNEY EXPENSE	\$5,380.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	0.00%
200-57924-000	WATER ENGINEERING EXPENSE	\$27,092.78	\$12,220.50	-\$4,720.50	\$7,500.00	\$15,000.00	\$15,000.00	100.00%
200-57925-000	WATER AUDIT EXPENSE	\$29,038.42	\$17,366.67	-\$8,366.67	\$9,000.00	\$17,367.00	\$9,900.00	10.00%
200-57925-100	WATER RATE STUDY EXPENSE	\$2,000.00	\$0.00	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00	-50.00%
200-57928-000	WATER REGULATORY EXPENSE	\$838.26	\$0.00	\$840.00	\$840.00	\$840.00	\$840.00	0.00%
200-57930-130	WATER DRUG TESTING EXPENSE	\$441.97	\$222.50	\$277.50	\$500.00	\$300.00	\$500.00	0.00%
200-57930-140	WATER DIGGERS HOTLINE EXPENSE	\$1,357.30	\$1,893.75	\$1,006.25	\$2,900.00	\$2,500.00	\$2,900.00	0.00%
200-57930-190	WATER TRAINING EXPENSE	\$1,170.00	\$1,065.00	\$1,935.00	\$3,000.00	\$1,300.00	\$3,000.00	0.00%
200-57933-150	WATER TRANSP REPAIRS/MAINT	\$1,148.96	\$285.59	\$1,214.41	\$1,500.00	\$1,000.00	\$1,500.00	0.00%
200-57933-180	WATER FUEL EXPENSE	\$270.32	\$353.02	\$746.98	\$1,100.00	\$600.00	\$600.00	-45.45%
200-57934-000	WATER DEBT SERVICE	\$12,439.00	\$17,499.00	\$48,387.00	\$65,886.00	\$65,886.00	\$67,821.00	2.94%
200-57935-150	WATER PLANT REPAIRS/MAINT	\$9,866.20	\$9,205.01	\$10,794.99	\$20,000.00	\$12,000.00	\$20,000.00	0.00%

2022 WATER UTILITY BUDGET

		2020	2021	2021	2021	2021	2022	Increase
		Prior year	Current year	Unexpended	Current year	Estimated YE	Proposed	Over
200-57940-000	DEBT ISSUANCE COST	\$5,275.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
200-57945-000	WATER DEBT SERVICE MISC EXP	\$0.00	\$158.33	-\$158.33	\$0.00	\$159.00	\$160.00	0.00%
200-57951-000	WATER SHOP TOOLS	\$559.15	\$277.07	\$222.93	\$500.00	\$300.00	\$500.00	0.00%
200-57952-000	WATER LAB EQUIPMENT	\$1,261.35	\$87.00	\$2,913.00	\$3,000.00	\$1,000.00	\$3,000.00	0.00%
200-57998-000	WATER CAP PROJ/STUDY	\$4,372.33	\$249.38	\$5,350.62	\$5,600.00	\$5,600.00	\$0.00	-100.00%
200-58801-000	IT SUPPORT/ANNUAL FEES	\$6,389.69	\$4,803.27	\$2,196.73	\$7,000.00	\$7,000.00	\$7,000.00	0.00%
		\$848,956.20	\$615,588.21	\$500,357.79	\$1,115,946.00	\$1,013,040.00	\$946,614.00	-15.17%
	OVER/UNDER BUDGET	(\$7,450.72)	(\$170,282.37)	(\$96,260.63)	(\$266,543.00)	(\$160,423.00)	\$59,198.00	
200-57610-140	WATER FUND CAPITAL OUTLAY	\$72,027.10	\$34,980.97	\$187,019.03	\$222,000.00	\$132,000.00	\$640,000.00	188.29%
	CAPITAL AMOUNT	\$72,027.10	\$34,980.97	\$187,019.03	\$222,000.00	\$132,000.00	\$640,000.00	
		FUNDING SOURCES						
		OPERATING	BORROW FROM	DETERMINE	MOVE TO			
	<u>2022 WATER CAPITAL EXPENSES</u>	<u>BUDGET</u>	<u>SEWER UTILITY</u>	<u>FUNDING</u>	<u>2023</u>			
	DECLORINATION EQUIPMENT	\$5,000.00						
	CORROSION CONTROL STUDY		\$150,000.00					
	REACTOR CLEANING & PAINTING			\$150,000.00				
	FUTURE W&S REPLACEMENT DESIGN	\$10,000.00						
	WELL #2 INSPECT & UPGRADE			\$150,000.00				
	WELL #3 PULL & INSPECT				\$150,000.00			
	SOUTHWICK CREEK	\$25,000.00						
		\$40,000.00	\$150,000.00	\$300,000.00	\$150,000.00			



DNR Surface Water grant

1 message

Karen Yancey <kyancey@genevalakeconservancy.org>
To: "admin@williamsbay.org" <admin@williamsbay.org>

Mon, Oct 11, 2021 at 1:53 PM

Hi Becky: I hope you are enjoying your new job! As you may know the Conservancy is working on a DNR Surface Water grant to pay for an update to the Geneva Lake Management Plan that was last updated in 2008. There are many more new lake issues that have arisen since then and we hope the updated plan will provide the framework to address some of these issues like Starry Stonewort, tributary erosion and pollution and boat traffic.

As part of the grant application, the DNR wants to know that we have partners who are willing to provide support to ensure that many of the recommendations are implemented. In Williams Bay, the primary project in support of improving lake health is the rerouting of Southwick Creek. While no one knows the exact cost yet, we would appreciate it if you would use the attached letter format to write a letter to let the DNR know that the village will be working with the Conservancy on the rerouting project and will provide funds in its 2022 budget to cover final engineering plans that are estimated to cost approximately \$50,000 and may also provide some funding once total costs of the project have been submitted next year. You may also want to add any staff time that the rerouting may require of the village.

I will need these letters by October 25. If you could put it on your stationery and sign it, that would be helpful. Please let me know if you have questions. Thank you. Karen

Karen Yancey

Executive Director

Geneva Lake Conservancy

398 Mill Street

Box 588

Fontana, WI 53125

1-262-325-4923 (cell)

1-262-275-5700 (office)



Geneva Lake Conservancy is accredited by the Land Trust Accreditation Commission. Accreditation is awarded to land trusts meeting the highest standards for excellence and conservation permanence.

Organization stationery

Date

Dear DNR representative:

This letter is for _____ to pledge its support for the DNR Surface Water Grant being submitted by the Geneva Lake Conservancy to update the 2008 Geneva Lake Management Plan Update.

The _____ has been working with the Conservancy in its leadership role of the Water Alliance for Preserving Geneva Lake since 2019 to address water quality and other issues related to Geneva Lake. We pledge to provide financial support to implement the new recommendations in the Geneva Lake Management Plan Update, including (list number of staff hours, volunteer hours, grant monies already secured or organization funds.) if needed.

We understand that the plan will be developed in 2022 and finalized in 2023 and are pleased to be working with the Conservancy on this update for the benefit of Geneva Lake. (Add any details here on what your funds, volunteer hours, etc. will be used to accomplish.)

If the Surface Water grant is received, we look forward to working with the Conservancy to implement these and other recommendations that are included in the new Geneva Lake Management Plan Update.

Sincerely,

Brian Smetana

Senior Conservation Technician

Walworth County Use and Resource Management Department



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org Phone:
262-245-2700 | Fax: 262-245-2705

UNOFFICIAL MINUTES PARKS AND LAKEFRONT 09/07/21 MEETING TUESDAY, SEPTEMBER 7, 2021 AT 5:45 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Trustee D'Alessandro called the meeting to order at 05:45pm.

II. Roll Call

Present: Jim D'Alessandro, Lowell Wright, Matt Stanek

Also Present: Trustee Umans, Administrator Tobin, Chief Timm, Clerk Pankau and Recreation Department Director Rowland

III. Advertising for the Part-Time Recreation Specialist for the Recreation Department

Recreation Department Director Rowland stated that the current part-time Recreation Specialist is resigning and they need to hire a new Specialist for 20 hours a week.

The motion to authorize the Recreation Department to advertise for the Part-Time Recreation Specialist at \$14.00-\$16.00/hour for the Recreation Department was initiated by Lowell Wright and seconded by Matt Stanek. Unanimously carried.

IV. Harbormaster Parking

Trustee D'Alessandro stated that the Committee took in a comment from a resident that the Harbormaster parks on the grass at the Boat Launch while the residents cannot. Trustee Wright stated that he researched the local ordinances and found that there is not a restriction to allow the Harbormaster to park on the grass at the Boat Launch.

Trustee D'Alessandro stated that this will be tabled and he will speak with the Harbormaster.

V. Adjourn

The motion to adjourn was initiated by Jim D'Alessandro and seconded by Lowell Wright at 6:04pm. Unanimously carried.

/s/ Jackie Pankau, Village Clerk

These are not official Minutes until approved by the Governing Body.



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700 | Fax: 262-245-2705

UNOFFICIAL MINUTES PARKS AND LAKEFRONT COMMITTEE WEDNESDAY, SEPTEMBER 15, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman D'Alessandro at 6:30pm

Roll Call

Present: Trustees D'Alessandro and Stanek

Also Present: President Duncan, Trustees Vlach and Umans, Administrator Tobin, Clerk Pankau, Public Works Director Edwards, Police Chief Timm, Village Engineer Snyder, Harbormaster Blincoe and Library Director Schnupp.

Excused: Trustee Wright

Meeting Minutes

Stanek/D'Alessandro motion to approve meeting minutes of August 11, 2021. Unanimously carried.

Edgewater Park Use Application Addendum from the Lion's Club

A representative from the Lion's Club Car Show Committee was not present. Trustees Stanek and D'Alessandro came to the consensus that they would like to speak with Dan Anderson from the Lion's Club to get a better understanding of his requests. Trustee Vlach stated that some of the requests have to do with parking and signage which would fall under the Protective Services Committee.

Trustee D'Alessandro tabled this agenda item until Monday, September 20th where the Protective Services and Parks & Lakefront Committees will have a Joint Committee Meeting and ask a representative from the Lion's Club to be present.

Adjourn

Trustee D'Alessandro adjourned the meeting at 6:43pm.

/s/ Jackie Pankau, Village Clerk

These are not official minutes until approved by the Parks and Lakefront Committee



VILLAGE OF WILLIAMS BAY

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262-245-2700 | Fax: 262-245-2705

UNOFFICIAL MINUTES JOINT PARKS & LAKEFRONT AND PROTECTIVE SERVICES COMMITTEE MEETING MONDAY, SEPTEMBER 20, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

I. Meeting Items

A. Call to Order

D'Alessandro called the meeting to order at 6:30pm.

B. Roll Call

Present: Jim D'Alessandro, Matt Stanek, Robert Umans, George Vlach

Also Present: Administrator Tobin, Treasurer Peternell, Police Chief Timm, Director of Public Works Edwards and Dan Anderson; Lions Club

Excused: Lowell Wright

C. Edgewater Park Use Application Addendum from the Lion's Club

Edgewater Park has the potential of accommodating approximately 90 cars and Cafe Calamari another 50 cars. Gage Marine has offered the use of the lot next Advia bank.

After further discussion, it was determined that the sailboat rigging area and the inside circle of the east parkway wouldn't be needed.

The motion to Recommend Village Board Approval of the use of 2 regular spots west of the handicap on the east end of Edgewater Park for cars to access the park was initiated by George Vlach and seconded by Robert Umans. Unanimously carried.

The motion to Recommend Village Board Approval to allow use of the park on Thursday night for setup was initiated by Jim D'Alessandro and seconded by Matt Stanek. Unanimously carried.

D. Adjournment

The motion to adjourn was initiated by Jim D'Alessandro and seconded by George Vlach at 6:48pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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VILLAGE OF WILLIAMS BAY

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UNOFFICIAL MINUTES STREETS AND HIGHWAYS COMMITTEE WEDNESDAY, SEPTEMBER 15, 2021 AT 6:30 PM VILLAGE HALL COUNCIL ROOM

Call to Order

Meeting was called to order by Chairman Stanek at 6:30pm.

Roll Call

Trustees Stanek, Vlach and Umans

Also Present: President Duncan, Trustee D'Alessandro, Administrator Tobin, Clerk Pankau, Public Works Director Edwards, Police Chief Timm, Village Engineer Snyder and Harbormaster Blincoe.

Meeting Minutes

Vlach/Umans motion to approve meeting minutes of August 11, 2021. Unanimously carried.

Adjourn

Umans/Vlach motion to adjourn at 6:30pm. Unanimously carried.

/s/ Jackie Pankau, Village Clerk

These are not official minutes until approved by the Streets & Highways Committee



VILLAGE OF WILLIAMS BAY

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UNOFFICIAL MINUTES FINANCE AND PERSONNEL 09/17/21 MEETING FRIDAY, SEPTEMBER 17, 2021 AT 11:00 AM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Trustee Parker called the meeting to order at 11:00am.

II. Roll Call

Present: Don Parker, Lowell Wright, Jim D'Alessandro

Also Present: Trustee Umans, Administrator Tobin and Clerk Pankau

III. Finance & Personnel Committee Meeting Minutes of August 11, 2021

IV. Finance & Personnel Committee Meeting Minutes of August 16, 2021

V. Finance & Personnel Committee Meeting Minutes of August 23, 2021

The motion to Approve the Finance & Personnel Committee Meeting Minutes of August 11, 2021, August 16, 2021 and August 23, 2021 was initiated by Jim D'Alessandro and seconded by Lowell Wright. Unanimously carried.

VI. US Cellular Lease Extension

Administrator Tobin explained that US Cellular is looking for a letter to ensure that the Village will not be cancelling the lease even though the water tower will not be worked on. Trustee Parker stated that this is good revenue for the Water Department.

The motion to Recommend Village Board Approval of the US Cellular Lease Extension was initiated by Lowell Wright and seconded by Jim D'Alessandro. Unanimously carried.

VII. Consider a motion to convene in closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and the exemption contained in Wis. Stats. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

The motion to convene into closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and the exemption contained in Wis. Stats. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session was initiated by Jim D'Alessandro and seconded by Lowell Wright at 11:03am.

Votes:

Yes: Don Parker, Lowell Wright, Jim D'Alessandro

No: None

Abstain: None

Result: Passed

- A. Fire and EMS Stipends
- B. First Responders
- C. Building Inspector Contract

VIII. Motion to reconvene into open session

The Motion to reconvene into open session was initiated by Jim D'Alessandro and seconded by Lowell Wright at 11:29am. Unanimously carried.

IX. Possible discussion of/action for those items discussed in closed session

The motion to recommend Village Board approval of offering a \$40.00 stipend per on-call shift per person for EMS Services for the remainder of 2021 was initiated by Lowell Wright and seconded by Jim D'Alessandro. Unanimously carried.

X. Adjourn

The motion to adjourn was initiated by Jim D'Alessandro and seconded by Lowell Wright at 11:30am. Unanimously carried.

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UNOFFICIAL MINUTES FINANCE AND PERSONNEL 09/21/21 MEETING TUESDAY, SEPTEMBER 21, 2021 AT 1:00 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Parker called the meeting to order at 1:00pm.

II. Roll Call

Present: Don Parker, Lowell Wright, Jim D'Alessandro

Also Present: Trustee Umans, Administrator Tobin, Treasurer Peternell and Director of Public Works Edwards

III. 2022 Budget- W&S/DPW

Umans stated that the 2022 proposed water revenues include the preliminary projected increase based on the conventional water rate study currently being reviewed by the PSC. This increase is anticipated to be in effect for the 3rd quarter of 2022. Discussion was held regarding 2023 projects for approximately \$3M that will need to be discussed for future planning and borrowing. It was the consensus of the Committee to split the \$50,000 Southwick Creek cost between the General Fund and the Water Utility fund. The Committee reviewed and discussed the Sewer Utility budget, the Public Works operating and capital budget, and the recycling budget. Peternell requested to have a Finance & Personnel Committee meeting in early October to review the complete budget; a date of October 4th at 5:00 was agreed upon.

IV. Adjourn

The motion to adjourn was initiated by Lowell Wright and seconded by Jim D'Alessandro at 2:57pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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UNOFFICIAL MINUTES FINANCE AND PERSONNEL 09/23/21 MEETING THURSDAY, SEPTEMBER 23, 2021 AT 12:30 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Parker called the meeting to order at 12:30pm.

II. Roll Call

Present: Don Parker, Lowell Wright, Jim D'Alessandro

Also Present: Administrator Tobin, Treasurer Peternell, Library Director Schnupp, Assistant Library Director Sanders, Library Board President Mosshamer, Library Board Treasurer Esacrcro and Municipal Judge Robison

III. 2022 Budget-Library and Municipal Court

Judge Robison discussed the proposed 2022 budget. Peternell stated revenues were based on projections for 2021, which represents a slight decrease from 2020 due to the boat court moving to Fontana in 2021. Peternell stated that the wages include the increased Court Clerk salary that was approved earlier this year. No further discussion was held. Discussion was held regarding the Library's 2022 proposed levy request of \$164,846, which is 6.65% higher than 2021. Parker stated the Village's allowable 2022 levy increase is capped at 1.84%. Parker inquired as to how much of the Library's \$200,000 reserve could be used for operations. Schnupp stated that the majority of the reserve is donor designated and could not be used for operations. Further discussion was held on whether donated funds could be allocated towards operating items such as materials. Parker stated that the 2020 financial statements reflect approximately \$28,000 of the fund balance from operations that could be allocated to the 2022 budget. Parker requested the Library Board discuss the reserves and report back to the Finance & Personnel Committee on how much of that is restricted and what could be used to reduce the 6.65% increase to bring it more in line with the allowable increase of 1.84%.

IV. Adjourn

The motion to adjourn was initiated by Lowell Wright and seconded by Jim D'Alessandro at 1:37pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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UNOFFICIAL MINUTES FINANCE AND PERSONNEL 09/27/21 MEETING MONDAY, SEPTEMBER 27, 2021 AT 9:00 AM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Parker called the meeting to order at 9:00am.

II. Roll Call

Present: Don Parker, Lowell Wright, Jim D'Alessandro

Also Present: Administrator Tobin, Treasurer Peternell, Recreation Director Rowland, Director of Public Works Edwards and Harbormaster Blincoe

III. 2022 Budget-Recreation Department, Beach/Lakefront, General Government and Building Inspection

Rowland presented the proposed 2022 Recreation Department budget. Discussion was held regarding kayak/paddleboard revenues, the 2022 reflects reflect raising all rates by \$5. D'Alessandro stated that the Parks & Lakefront Committee will be discussing the reservation and cancellation policy to require payment when a reservation is cancelled. The Committee will also be discussing moving the Community Garden from the Lions Field House to Theatre Road. Edwards stated that there is a well there to provide water but no electricity. Discussion was held regarding staffing in 2022. Rowland stated that the proposed budget includes a new position for a Recreation Specialist in addition to 100 hours for the current Recreation Assistant that will can now be removed from the budget. Discussion moved to the Beach/Lakefront budget. The proposed budget includes raising the fee for daily adult admittance from \$8 to \$10 and increasing the resident beach tag fee from \$3 to \$5. After further discussion, it was the consensus to maintain the current beach tag fee and increase the guest pass fee from \$6 to \$10. Disucssion was held regarding Town of Linn beach tags. The proposed budget reflects providing a set number of beach tags to Town of Linn for them to distribute to their residents instead of Village staff distributing them. Tobin stated that she has been talking with the Town of Linn Administrator on what will be done in 2022. The expenditure budget was discussed regarding wages and pier repairs. The pier repair line item includes \$50,000 for crib repairs, which will be paid from the pier repair sinking fund.

Discussion moved the to the General Administration budget. Discussion was held regarding revenues such as room tax, state shared revenue, transportation aid and liquor licenses. Further discussion was held regarding expenditures such as wages, reassessment, financial management plan and annual agreements/contributions to Geneva Lake Environmental Agency, Geneva Lake Law Enforcement Agency. Tobin will contact Fontana, Town of Linn and Lake Geneva to ask what contribution level they will be providing in 2022.

IV. Adjourn

The motion to adjourn was initiated by Lowell Wright and seconded by Jim D'Alessandro at 11:10am. Unanimously carried.

/s/ Lori Peternell, Village Treasurer



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UNOFFICIAL MINUTES FINANCE AND PERSONNEL 09/28/21 MEETING TUESDAY, SEPTEMBER 28, 2021 AT 1:00 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Parker called the meeting to order at 1:00pm.

II. Roll Call

Present: Don Parker, Lowell Wright, Jim D'Alessandro

Also Present: Administrator Tobin, Treasurer Peternell, Fire Chief Smith, Rescue Captain Gluth, Dive Team Captain Vavra and Police Chief Timm

III. 2022 Budget-Protective Services-Police, Fire, EMS & Dive

Smith discussed the proposed 2022 Fire Department budget. He requested the training budget remain at \$5,500 for 2022 due to 2020 and 2021 trainings that were canceled due to COVID. D'Alessandro asked how the wage increases were determined. Smith stated he based them on what other communities are paying. The capital budget request includes carrying over funding for ProPhoenix that didn't occur in 2021 due to delays with the County getting it implemented. Another capital request is for a new tanker truck due to the Town of Linn taking theirs back after the contract ended in July. Smith stated that these purchases are typically included in a borrowing.

Gluth discussed the proposed 2022 Rescue Department budget. Discussion was held regarding the on call stipend for 2022. It was the consensus to include a full year at \$40/person for a total of \$29,200 in the 2022 budget. Discussion was held regarding future EMS Services and whether the Village should consider charging for EMS calls in the future. The capital budget includes funding for a new ambulance.

Vavra discussed the proposed 2022 Dive Team budget. The proposed budget reflects a 3.59% increase over 2021 due to proposed increases in wages.

Timm discussed the proposed 2022 Police Department budget. Timm stated that the wages reflect a 2% increase per union contract and are fully staffed with 2 new officers. Wright noted that the SRO revenue was not included in the proposed budget. The Police Department capital budget includes funding for an additional electronic speed sign, (4) mustang suits, (7) new tasers with a 5-year payment plan and equipment for a new squad that will be purchased in early 2023. The equipment and accessories for the new squad funding will come from sinking funds. The Emergency Management capital budget includes funding for a new command vehicle. Timm presented a video of what a command vehicle is and the equipment that would be installed on the vehicle. Further discussion was held on how and when the vehicle would be utilized.

IV. Adjourn

The motion to adjourn was initiated by Jim D'Alessandro and seconded by Lowell Wright at 3:05pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer



VILLAGE OF WILLIAMS BAY

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UNOFFICIAL MINUTES FINANCE AND PERSONNEL 10/04/21 MEETING MONDAY, OCTOBER 4, 2021 AT 5:00 PM VILLAGE HALL COUNCIL ROOM

I. Call to Order

Parker called the meeting to order at 5:03pm.

II. Roll Call

Present: Don Parker, Lowell Wright, Jim D'Alessandro

Also Present: President Duncan, Trustees Umans and Vlach, Administrator Tobin, Treasurer Peternell, Police Chief Timm, Director of Public Works Edwards and Fire Chief Smith

III. IT Hardware Request

Tobin discussed the IT hardware request to extend the Village Hall network to DPW, Lions Field House and the Water Plant. If this network was implemented, the internet could be canceled at these locations. The next phase of this project would be to connect the Fire Station, the Recreation Department, the launch hut and the beach pavilion. The motion to Recommend Village Board Approval of the IT Hardware Request in the amount of \$2,604 was initiated by Lowell Wright and seconded by Jim D'Alessandro. Unanimously carried.

IV. 2022 Budget

The Committee reviewed the proposed 2022 budget. Parker stated that the budget represents \$751,755 of expenditures over the allowable levy. The Committee reviewed the capital budget requests of \$680,437 to determine what expenditures could be moved to a future borrowing or include in remaining borrowed funds. It was the consensus of the Committee to move the following expenditures to future borrowing:

- Emergency Command vehicle in the amount of \$85,495
- Tanker fire truck in the amount of \$280,000
- Ambulance in the amount of \$200,000

It was the consensus of the Committee to reallocate the following expenditures to the current borrowing:

- Infield groomer in the amount of \$21,000
- New bleachers in the amount of \$13,000
- Concrete replacement at Edgewater Park in the amount of \$6,400
- Launch parking area paving in the amount of \$9,797
- Remodeling of the interior of the beach house in the amount of \$14,000

Discussion was held regarding the American Recovery Plan Act (ARPA) funds. Tobin stated that the rescue stipends in the amount of \$29,200 would qualify for use of ARPA funds. Tobin will review whether ARPA funds can be utilized for the engineering cost of \$25,000 for Southwick Creek since it is a water utility project.

After these changes were made, the budget reflects \$67,863 of expenditures over the allowable levy. It was the consensus of the Committee to utilize fund balance for this amount.

Parker stated that the balanced budget and publication notice will be reviewed on October 13th for a recommendation to the Village Board on October 18th.

V. Levy Limit Worksheet

No discussion, for information purposes only.

VI. Thanksgiving Holiday

Tobin reviewed the memo regarding the number of paid holidays for union and non-union personnel. Parker stated this will be discussed at the October 13th F&P Committee meeting in closed session.

VII. Consider a motion to convene into closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

The motion to convene into closed session pursuant to the exemption contained in Wis. Stats. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility was initiated by Don Parker and seconded by Lowell Wright at 6:27pm.

Votes:

Yes: Don Parker, Lowell Wright, Jim D'Alessandro

No: None

Abstain: None

Result: Passed

A. 2022 Wages and Salaries

VIII. Motion to reconvene into open session

The Motion to reconvene into open session was initiated by Don Parker and seconded by Lowell Wright at 6:44pm. Unanimously carried.

IX. Possible discussion of/action for those items discussed in closed session

No action taken

X. Adjourn

The motion to adjourn was initiated by Jim D'Alessandro and seconded by Lowell Wright at 6:45pm. Unanimously carried.

/s/ Lori Peternell, Village Treasurer

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Sales Order

Account Executive

Nick Greer

nick.greer@vonage.com
678-608-3976

Sales Order #: Q-401092
Customer: Village of Williams Bay
Customer Contact: John Wisniewski
Sales Order Valid for Customer Signature Until: Oct 31, 2021 at 11:59 pm (EST)
Subscription Services Initial Term: 2 Year
Subscription Service Term Start Date: 28 Days After Sales Order Acceptance
Subscription Services Invoicing Frequency: Monthly
Payment Terms: Due on receipt
Sales Order Currency: USD

Contact your Account Executive
with any questions

Included at no extra cost:

The "Vonage Business Cloud" Mobile app! Call and text using your personal business number on-the-go, check voicemails, access paid add-ons and more. Available on the App Store and Google Play. Mobile data charges may apply.

Quote #Q-401092

Name	Address	One time	Monthly price ^
Quote Primary	250 WILLIAMS ST WILLIAMS BAY, WI 53191 US	\$ 0.00	\$ 724.25

Quote

250 WILLIAMS ST, WILLIAMS BAY, WI 53191 US

Purchase order:

One time set up charge ^

Product	Quantity	Unit price	Subtotal
Implementation Support			\$ 400.00
Implementation Support Discount			(\$ 400.00)
Product total			\$ 0.00
Shipping			
Standard Shipping	35	\$ 0.00	\$ 0.00
County - Sales Tax			\$ 0.00
State - Sales Tax			\$ 0.00
Subtotal (excludes taxes)			\$ 0.00

Monthly charge (upon activation) ^

Product	Quantity	Unit price	Subtotal
Unlimited Extension	35	\$ 14.99	\$ 524.65

Local Company Number	5	\$ 4.99	\$ 24.95
Call Group	10	\$ 0.00	\$ 0.00
Yealink T42S w/Power Supply - Rental	35	\$ 0.00	\$ 0.00
Fees			
Recovery Fee			\$ 140.00
Emergency Services Fee			\$ 34.65
Subtotal ^			\$ 724.25

^ Taxes, Fees, Customs, Duty, Shipping and Handling and other surcharges not included.

Total (all locations)	One time	Monthly price ^
	\$ 0.00	\$ 724.25

^ Taxes, Fees, Customs, Duty, Shipping and Handling and other surcharges not included.

Please note:

1. Notwithstanding the then-current retention period (if any) for Customer Data; upon termination of the Agreement, Customer Data will be available to retrieve or download for a period of 30 days only. Thereafter, Vonage shall permanently delete all Customer Data. If termination occurs before the expiry of the then-current retention period (whether the standard inclusive period or extension to that period), no refund will be available to the Customer.

2. Payments are due in the currency and on the terms and frequency stated in this Sales Order.

3. Any applicable taxes and fees will be determined based on the laws and regulations of the applicable authority(ies) governing the provision of the Services and purchase of Vonage Equipment in the Country/Region/location provided by Customer on this Sales Order

Validity and Authorized Signatures

This Sales Order remains valid for acceptance by Customer until the Sales Order expiration date as detailed above. Upon Customer acceptance, this Sales Order constitutes the valid and binding agreement between Vonage and the Customer identified below to purchase and use the Vonage products and services specified in this Sales Order. This Sales Order, together with any terms or conditions set forth in any applicable amendment, addendum, exhibit or schedule to this Sales Order, is subject to and governed by the Terms of Service Agreement set forth at <https://www.vonage.com/legal/unified-communications/tos/global-vbc-tos/> (the "TOS"), which include provisions relating to payment, service term, early termination, limitations of liability and emergency services, and which are hereby made part of and incorporated by this reference into this Sales Order. Any capitalized terms not otherwise defined in this Sales Order shall have the meaning ascribed to such terms in the TOS. The Person who has accepted this Sales Order as stated below warrants that they are authorized to accept this Sales Order and to acknowledge and accept the TOS.

The authorized representative of Customer has accepted this Sales Order effective on the date below.

Customer Information

Name:	John Wisniewski
Email Address:	john@velocitysolutions.tech
Title:	Owner/Partner
Accepted On:	

JOIN US AND LEARN HOW TO MAXIMIZE YOUR WORKPLACE BENEFITS!

Everyone receives a FREE **NO COST \$3000 Accidental Death Policy & NO COST Discount Card** for yourself and family for receiving information regarding our benefits.

We are a 120 year old company with exclusive coverage especially geared towards businesses and their valuable employees. Policies are 30-40% more affordable, portable, pre-tax, no health tests required, cash paid to you within 24 hours, and coverage is effective immediately with little to no waiting periods.

Please read some of the features below on our **Group Term-65 Life Policy**:

1. **Same rates are guaranteed** till age 100 with the option to have it paid up at age 65, or receive a comparable plan with whole life coverage with lower premiums.
2. Coverage is available for employees, spouses, children, and grandchildren.
3. Employees can continue coverage if they retire or resign, meaning each policy is **portable**.
4. Employees can purchase from \$10 - 300,000 of coverage.
5. Coverage is guaranteed **renewable** with **no medical exams**.

Also ask about our **Cash Cancer Program, this pays a one time payout up to \$50,000 cash for the first diagnosis of internal cancer. Treatment plans are available with NO LIFETIME LIMIT.*

****Critical Illness Protection** is available for those who are worried about heart attack, stroke, kidney failure, organ transplant, etc. We pay up to \$50,000 cash payout upon first diagnosis.*

Our **Accident Protector Max, helps with any accidental injury, on or off the job, with an unlimited reimbursement of up to \$1000 cash payout with increased benefits with time on plan.*

****ICU/hospitalization** benefits with a \$1000 per day cash payout.*

We look forward to seeing you on:

Monica Klempel, PhD
Agency Director
Liberty National Life Insurance
708-506-8790
mcklempel@gmail.com



NO COST LIFE INSURANCE and DISCOUNT CARD:

All of the employees will receive a no cost discount card to use for additional savings on health services, exams, and prescription meds to use in addition to health insurance. Everyone will also receive a free \$3000 accidental death policy with increased coverage if they are married or have kids. Both are free and renewable every year. There is NO obligation to sign up for any policies to be able to get the intro offers.

Group Life and Supplemental Policies:

Our Group Term 65 is a combination of term and whole life insurance. Payments stop at age 65 but coverage is in effect til age 100 with no rate increase or decrease in value of the policy. For adults over 55, we offer the same plan, however premiums are paid throughout the duration of the policy but at a lower rate. Both are pretax and portable, meaning you can take it if you leave the company or retire without seeing any changes in rates or values. The employees can choose the amount they want or change it at any time anywhere from 10K-300K.

Critical illness and cancer policies are designed to pay a lump sum upon a first diagnosis of cancer, heart attack, stroke, kidney failure, or major organ transplant. The only requirement is to have a physician statement regarding the specified event and you will receive your money paid directly to you for whatever amount you enroll in. Employees can customize anywhere from 10-50K in coverage.

Cancer treatment based plan covers treatment costs for a lifetime with no cap on the payouts. Rates are locked in and portable outside the employer. Payouts are 500\$ per day, and additional amounts for surgery, oral medication, hospital confinement, etc. and is customizable to the employees treatment plan.

Accident/injury protector policies work 24/7, both on and off the job, allows for family coverage, and has a built in 250,000\$ accidental death benefit if you were to pass away due to the accident. This coverage pays IN ADDITION TO workman's compensation. It is pretax as well and only 2.41\$ a week for ER coverage, ambulance rides, intensive care, or overnight hospital stay.

The ICU policy is specifically for sickness, illness, any chronic conditions. For any ICU hospitalization, there is a daily payout of \$1000, plus additional payouts for testing and room charges.

****All policies are portable with no medical exams needed at any time.**

****Rates are designed to be 30-40% less expensive**

****Coverage is effective immediately.**

****There are no cancellation fees and you can add, change, or delete any coverage up to 2 times a year.**

****If employees don't want coverage, they can also insure their spouse, kids, or grandkids.**

****No participation limits or restrictions.**

****Policies are employee funded and paid for through a payroll deduction to maximize pretax savings.**

****Policies do not change or replace any other coverage and pay the employee directly.**

Monica Klempel, PhD, Agency Owner
Phone: 708-506-8790 Email: mcklempel@gmail.com

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- **Founded:** 1900, incorporated as a stock insurer in 1929
- **Licensed:** In 49 states
- **Locations:** Thousands of Sales Agents and Managers in Offices across the U.S.
- **Strength:** More than \$40 billion of life insurance in force (as of 10/17)
- **Policies:** More than 3 million in force (as of 1/18)
- **Parent Company:** Torchmark Corporation (NYSE: TMK)

Financial Strength Ratings

Why are these ratings important? Because they indicate our consistent ability to pay customer claims.

- A+ (Superior) Financial Strength Rating from A.M. Best Company (as of 7/17)
- AA- "Very Strong" Financial Strength Rating from Standard & Poor's (as of 11/17)
- A1 Insurer's Financial Strength Rating from Moody's (as of 9/17)
- A+ "Strong" Insurer's Financial Strength Rating from Fitch (as of 12/17)
- Ward's Top 50 Life+Health (as of 6/17)



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Unique branding. Liberty National provides customers introductory offers like our \$3,000 Accidental Death Policy, Discount Card, Child Safe Kit, MedFacts Kit, Memorial Guide, and more.

Our history. We've been around since 1900, successfully weathering the Great Depression, world wars, and national economic adversities. Our past stability is the foundation for a solid future.



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- Loss of income due to an unexpected death
- Mortgage protection
- To help pay for children's education

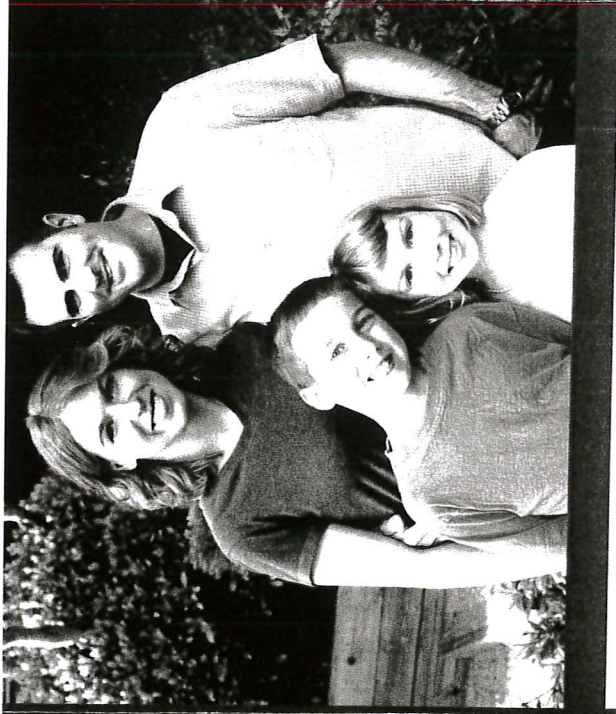
There are two main types of life insurance: Whole Life and Term Life. Which type is right for you?

Whole Life

- Whole life insurance provides coverage for your entire life and also builds cash and loan value with premium payments
- Premiums never increase during your ownership of your whole life policy
- It is generally more expensive because coverage lasts a lifetime

Term Life

- Term life insurance provides coverage for a limited period of time
- After that period, policyholders typically pay increased premiums to continue coverage
- Term life insurance is usually less expensive and a good choice for young families



Supplemental Health Insurance

- Cancer
- Critical Illness
- Accident
- Hospital Intensive Care
- And more

Worksite Products

Liberty National's Worksite Advantage offers several life/supplemental health products for eligible employees.

Our two most popular products are:

- Group Term Life
- CareerLife Plus

Both of these products are portable, meaning if the employee leaves his job for any reason, the coverage goes with him. The premium is guaranteed never to increase. The death benefit will never decrease as long as the policy stays in force. No blood tests or physical exams required.

How can employers save money?

Employers can save federal tax dollars on FICA, Social Security, unemployment, workers' compensation, state and local taxes (where allowed by state law) when their employees purchase benefits using pretax dollars.

How can employees save money?

Employees can save taxes on allowable benefits they purchase through convenient payroll deduction, thereby increasing their take-home pay.

Liberty National Life Insurance Company is not connected with or endorsed by the U.S. government or the federal Medicare program. This is a solicitation for insurance, and you may be contacted by an Agent representing Liberty National Life Insurance Company. Product availability varies by state.

Liberty National
Life Insurance Company
Since 1900

Accidental Death Coverage for You and Your Family

Help Protect Yourself and Your Loved Ones
in case of an accident.

Accidents are the leading cause of death among those
1 to 44 years old and the fifth leading cause overall.*

Every four minutes another American is killed in an accident.*

\$3,000
Coverage for
you

\$3,000
Coverage for
your spouse

\$1,000
Coverage for
each child

You can keep your coverage until your 70th birthday for
only \$10/year even if you leave your current employer.

*Source: National Safety Council, Injury Facts 2016 Edition.

This is a solicitation for insurance. You may be contacted by an Agent
representing Liberty National Life Insurance Company[®].

Insurance benefits are provided by Liberty National Life Insurance Company,
3700 S. Stonebridge Dr., McKinney, TX 75070. This is a brief description of
Liberty National Life's Accidental Death Insurance Policy, form 7061.

Refer to the policy for full details.

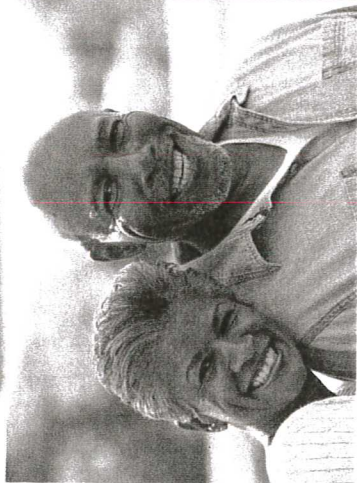
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LIBERTY NATIONAL[™] Discount Card

FREE!

- Quality Discount Health Services Plan for Families
- Access to a National Network of Thousands of Local Providers



Discounts an average of **10% to 85%**
on Health Services:



Vision



Prescription Drug



Hearing



Chiropractic

This plan is NOT insurance. This is not a Medicare prescription drug plan. This is not a qualified health plan under the Affordable Care Act.

The licensed discount medical plan organization is Coverdell & Company, Inc., at 8770 W. Bryn Mawr, Suite 1000, Chicago, IL 60631, 1-800-308-0374. To view a listing of participating providers visit www.findbestbenefits.com and enter promo code 770013.

These plans are offered through your employer at NO COST to you and will remain active for one calendar year from your effective date.

WHAT THE LIBERTY NATIONAL WORKSITE ADVANTAGE CAN DO FOR YOU

Because the Liberty National Worksite Advantage allows you to pay for insurance premiums before you pay Uncle Sam, you pay less tax on your income. In other words, through Liberty National Worksite Advantage you receive an IRS-approved tax break to pay for insurance benefits. Choose from a variety of supplemental insurance coverage options such as accident, critical illness, dental, cancer, and group term life insurance.



GROUP TERM LIFE INSURANCE AT A GLANCE

Insurance protection for you, your spouse, and children (where available). Features of this plan include:

- Issue ages: 0-55
- Policy is paid up at age 65, but coverage continues to age 100
- Guaranteed to age 100 as long as premiums are paid on time
- Guaranteed rates – once you purchase the plan your rates will not increase
- Your benefit amount can never be reduced or canceled as long as you pay premiums
- You can continue your policy if you leave your job for any reason
- Up to \$150,000 of insurance protection available
- Available in the workplace

You can add these optional insurance riders for an additional premium:

Accidental Death Benefit (ADB): The Accidental Death Benefit (ADB) rider provides an additional death benefit up to \$200,000 if you die from an accidental bodily injury. ADB is available for proposed insureds age 1 and above and may be added for your spouse and children too. Accidental Death Benefit expires at age 65. See rider for details.

Premium Waiver (PW): With the Premium Waiver (PW) Rider, your Group Term life insurance coverage continues if you become totally disabled and can no longer pay premiums. Premiums are waived if the insured (employee, spouse or child) named in the policy becomes disabled. Premium Waiver expires at age 65. See rider for details.

Liberty National
Life Insurance Company
Since 1900

3700 S. Stonebridge Drive • McKinney, Texas 75070

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Liberty National
WORKSITE ADVANTAGE



**GROUP TERM
PAID UP AT 65**
for you and your family

B-3757

GROUP TERM PAID UP AT 65 LIFE INSURANCE FOR YOU AND YOUR FAMILY

Coverage for you, your spouse and dependents is available. Employees are eligible for coverage up to \$150,000 (varies by age). The amount of dependent coverage is limited to \$50,000 and cannot exceed:

- 100% of employee coverage in Arizona, Florida, Hawaii, Illinois, Maryland, Texas, Virginia, and West Virginia for spouse or children - not to exceed \$50,000. Coverage is only available if the employee is insured.
- 50% of employee coverage in Nebraska for spouse or children - not to exceed \$50,000. Coverage is only available if the employee is insured.
- In Pennsylvania coverage is only available for spouse and children if the employee is insured.



Available only through your worksite. Your employer is providing access to this voluntary group plan as a benefit to full-time employees.

Level death benefit coverage. Your coverage will not decrease so long as your policy remains in force.

No increase in premiums. They are locked in at your present age. No increase as you get older and no increase if you leave employment.

Paid up at 65. No premiums after age 65 when the policy becomes paid up.

Payroll deduction makes premium payment easy. Your premiums are deducted each payday, so you don't have to write a check.

You are covered when you sign the enrollment form, provided underwriting requirements are met.

You can take this coverage with you. If you leave employment, you may pay the premiums through bank draft. Your coverage and premiums remain the same, even if you change jobs or retire. You may continue your policy to age 100.

EMPLOYEE SAVINGS WITH THE LIBERTY NATIONAL WORKSITE ADVANTAGE*

Based on \$2,000 monthly income	Without Premium Only Plan	With Premium Only Plan
Gross Monthly income	\$ 2,000	\$ 2,000
Pre-tax Insurance Premium	- \$ 0	- \$ 200
Total Taxable Income	\$ 2,000	\$ 1,800
Federal Income Tax (25%)	- \$ 500	- \$ 450
TOTAL	\$ 1,500	\$ 1,350
Insurance Premium (taxed)	- \$ 200	- \$ 0
TAKE-HOME NET PAY	\$ 1,300	\$ 1,350
Additional Monthly take-home pay	0	+ \$ 50
Additional annual take-home pay	0	+ \$ 600

* These tax savings are simply an example. Individual tax savings will vary from employee to employee.

NOTE Products described in this brochure can be purchased through a Section 125 cafeteria plan or a conventional payroll deduction program made available by your employer.



Liberty National **WORKSITE ADVANTAGE**

BENEFITS OFFERED

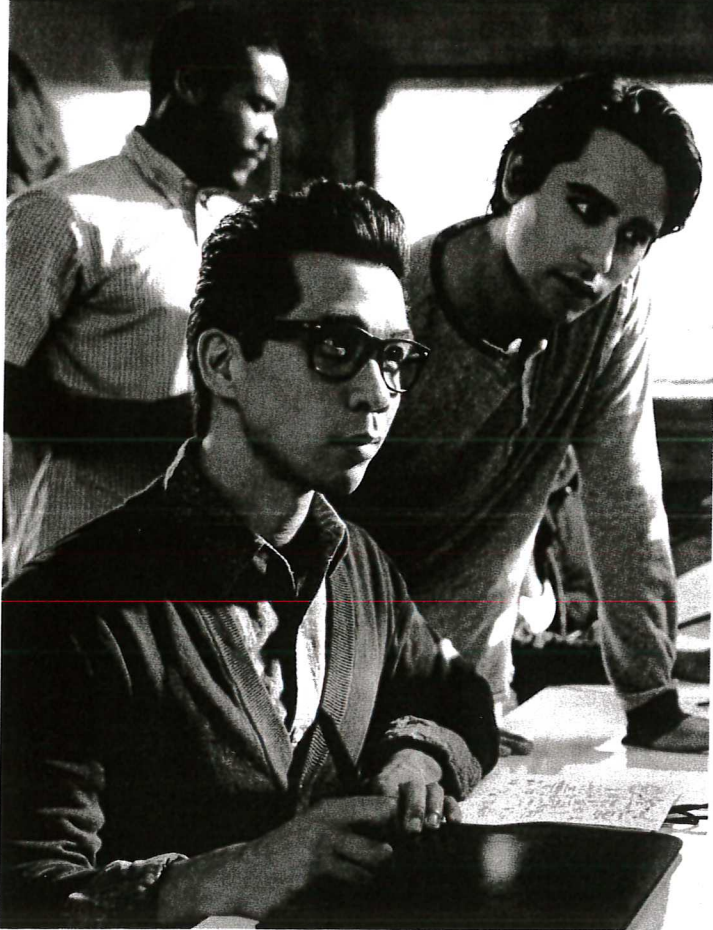
for Employers

Liberty National Life Insurance Company offers affordable supplemental life and health insurance. In today's economy of financial uncertainties, an insurance company with a proven record of stability and financial strength is more important than being a household name.

Our conservative business practices and strong leadership team helped us survive the Great Depression in the 1920s and every economic crisis since. Today, these same principles and commitment to meeting policyholders' needs are at the heart of Liberty National's business philosophy.

LNL has insured generations of middle-income families and we strive to provide more Americans with supplemental insurance coverage they can depend on for many more years to come.

THE LIBERTY NATIONAL WORKSITE ADVANTAGE



LIBERTY NATIONAL'S WORKSITE ADVANTAGE USES

IRS SECTION 125 TO HELP EMPLOYERS PROVIDE

TAX SAVINGS TO EMPLOYEES WHEN THEY PURCHASE

INSURANCE THROUGH PAYROLL DEDUCTION.

- Through Liberty National Worksite Advantage your employees get benefits and more take-home pay. And you save money.
- Companies need strong benefits to keep good employees.
- Liberty National Worksite Advantage is based on a Section 125 plan so companies can afford to offer employees a strong benefit plan.
- Paying for benefits can really cut into company profits.
- Liberty National Worksite Advantage is a plan that saves money for both employees and employers.

HOW DOES LIBERTY NATIONAL WORKSITE ADVANTAGE WORK?

It's simple. Liberty National Worksite Advantage is built around Internal Revenue Code Section 125, the 1978 tax code that created cafeteria or premium-only plans. Through a premium-only plan, employees can use their pretax dollars to pay premiums for employer-sponsored supplement insurance coverage. This allows you and your employees to start saving immediately on the money you spend for benefits.

HOW WILL YOUR COMPANY SAVE MONEY?

Your payroll taxes for workers' compensation, Federal Unemployment Tax Act (FUTA), and Federal Insurance Contribution Act (FICA) contributions could be more than 10% of payroll. Pretax benefit payments will reduce your employee's taxable income and as a result reduce your contributions. So the more employees that participate, the more you will save. You will also save FICA and FUTA taxes you might currently pay on employee premiums.

EMPLOYER TAX SAVINGS

NUMBER OF EMPLOYEES	AVERAGE MONTHLY REDIRECTED PREMIUMS PER EMPLOYEE				
	\$100	\$150	\$200	\$250	\$300
10	\$1,200	\$1,800	\$2,400	\$3,000	\$3,600
20	\$2,400	\$3,600	\$4,800	\$6,000	\$7,200
30	\$3,600	\$5,400	\$7,200	\$9,000	\$10,800
40	\$4,800	\$7,200	\$9,600	\$12,000	\$14,400
50	\$6,000	\$9,000	\$12,000	\$15,000	\$18,000
100	\$12,000	\$18,000	\$24,000	\$30,000	\$36,000
200	\$24,000	\$36,000	\$48,000	\$60,000	\$72,000

Based on this example of reduced taxable employee income, your company would pay less Social Security and save about \$10 for every \$100 of employee contributions.

Based on a combined (FICA) and (FUTA) tax rate of more than 10%. Additional state and local taxes may apply in some states that could affect overall tax savings.

HOW DOES IT WORK?

WHAT IS THE COST TO THE EMPLOYER?

The employer pays no part of the employee's premium. In fact, the employer saves money with a Section 125 plan.

IS LIBERTY NATIONAL WORKSITE ADVANTAGE WORTHWHILE FOR SMALL COMPANIES?

Usually yes; it's easy to implement a premium-only plan, such as Liberty National Worksite Advantage in companies where employees contribute to their healthcare plans.

WHAT ARE YOUR COMPANY'S RESPONSIBILITIES?

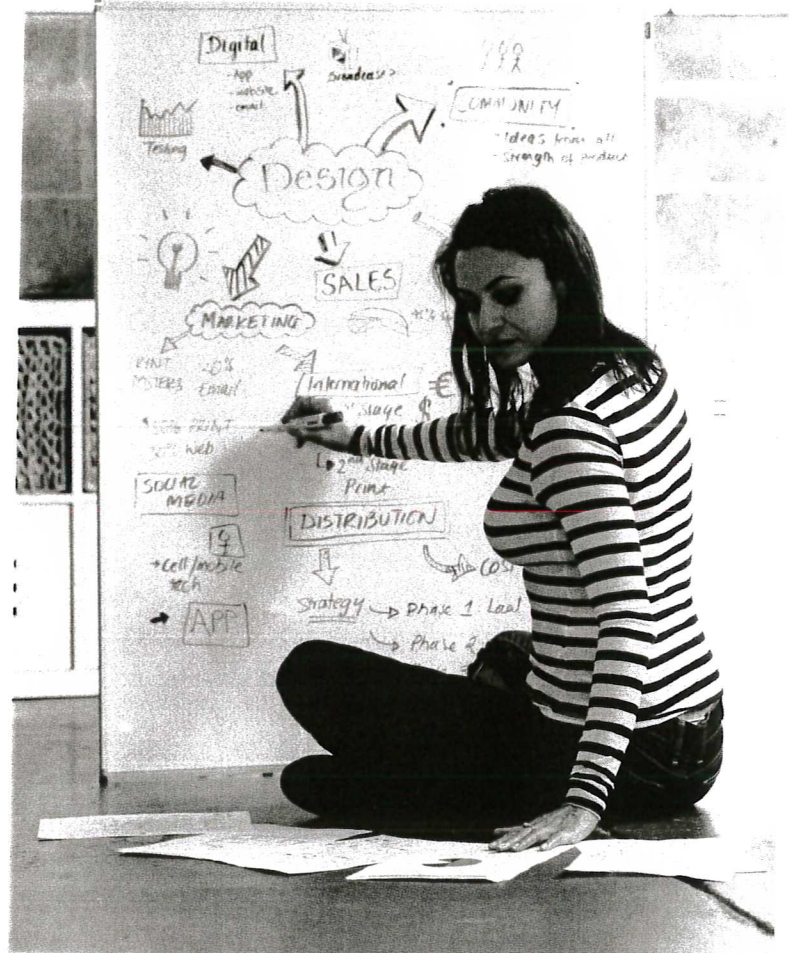
Liberty National will provide all the documents needed to present Liberty National Worksite Advantage to your employees. If you decide to offer Liberty National Worksite Advantage, you must give all full-time employees the opportunity to participate or not participate. Information from Liberty National includes rules for nondiscrimination.

HOW CAN YOU GET STARTED?

The Liberty National Worksite Advantage Section 125 plan comes with all the materials and information you need to make it work for your company. So, contact your Liberty National representative and find out how to begin cutting benefit expenses right away.

FOR MORE INFORMATION

Go to www.lnworksiteadvantage.com and contact us.



BENEFITS

LIBERTY NATIONAL WORKSITE ADVANTAGE COVERAGE OPTIONS (Available products vary by state)

PRE-TAX SAVINGS PRODUCTS

GROUP TERM TO 100 GROUP TERM PAID UP AT 65

Insurance protection for you, your spouse, and dependents. Features of this plan include:

- Guaranteed rates – once you purchase the plan your rates will not increase
- Your coverage can never be reduced or canceled as long as premiums are paid
- Coverage for you, your spouse, and dependents
- Up to \$150,000 of insurance protection available through age 40, up to \$100,000 for ages 41 through 55, and up to \$50,000 for age 56 and older
- Pretax savings for the first \$50,000 of employee coverage
- Accidental Death Benefit (ADB) and disability Premium Waiver (PW) available (may vary by state)
- The policy is portable – if an employee you retire, resign, or are terminated you can take this plan with you at no additional cost.
- Death benefit will never decrease – As long as your policy stays in force.

GROUP TERM LIFE PLAN VERSUS AN INDIVIDUAL WHOLE LIFE PLAN — POTENTIAL SAVINGS

COVERAGE	COST (WEEKLY)		GROUP TERM SAVINGS (ANNUALLY)
	WHOLE LIFE	GROUP TERM	
25-year-old male \$25,000	\$6.06	\$4.67	\$72.28
45-year-old male \$25,000	\$16.45	\$11.31	\$267.28

A pretax program would provide even greater savings to the group term costs above because the term life policy can be placed under the Section 125 plan. Whole life insurance cannot be put under the program due to cash values.

INTENSIVE CARE COVERAGE

Features of this plan include:

- A supplemental policy which pays in addition to any other insurance you may have
- Guaranteed renewable until you are age 65 or eligible for Medicare due to age
- You can continue your coverage after you leave employment
- Pays benefits for Daily Intensive Care Confinement, extra benefits for Intensive Care Confinement due to Automobile and Travel Accident, Regular Hospital Room following Intensive Care Confinement, Blood, and Ambulance

ACCIDENT (ACB)

Features of this plan include:

- \$150,000 benefit for death by travel accident
- \$75,000 benefit for death by automobile accident
- \$50,000 benefit for accidental death
- \$30,000 benefit for loss of eyesight
- \$30,000 benefit for loss of two or more limbs
- \$15,000 benefit for loss of one limb

CANCER ENDURANCE

Features of this plan include:

- No overall lifetime maximum benefit
- Supplemental policy that pays in addition to any other insurance you may have
- Family, single parent, or individual coverage
- You can continue your coverage after you leave employment
- Pays benefits for first occurrence diagnosis, income replacement, hospital confinement, radiation and chemotherapy, prescription chemotherapy drugs, blood, attending physician, private duty nurse, surgery, anesthesia, transportation, prosthesis, government hospital confinement, and new or experimental treatment

ACCIDENT PROTECTOR MAX

Protection from the unexpected, with coverage you need and benefits you can use. Features of this plan include:

- Accidental death and dismemberment benefits
- On-and off-the-job protection
- Guaranteed renewable to age 65
- Benefits paid directly to you (unless assigned)
- Daily hospital benefit
- Intensive care unit benefit
- Emergency treatment benefit
- Coverage for dislocations and fractures
- Ambulance benefit
- Transportation benefit
- Blood and plasma benefit
- Waiver of premiums for disability
- You can continue your coverage after you leave employment



AFTER-TAX PRODUCTS

CAREER LIFE PLUS

- Whole life insurance
- Coverage for you, your spouse, and dependents
- No medical exam required
- Guaranteed issue policy
- Accidental death benefit (ADB) and disability premium waiver (PW) available (may vary by state)

CRITICAL ILLNESS INSURANCE

Critical Illness protection pays a lump sum benefit directly to you upon first diagnosis of a critical illness. This plan includes coverage for:

- Cancer (if requested)
- Heart attack
- Stroke
- Major organ transplant
- Total loss of eyesight
- Total loss of hearing

10 YEAR RENEWABLE AND CONVERTIBLE WORKSITE TERM INSURANCE

- Level death benefit that does not decrease
- Level premiums during each term period
- You can continue your coverage after you leave employment
- Up to \$200,000 of insurance protection available
- Accidental death benefit (ADB) and disability premium waiver (PW) available

CASH CANCER

- Choice of lump-sum benefit amount: \$10,000, \$20,000, \$30,000, \$40,000, \$50,000
- No medical exam required
- Level premiums
- Guaranteed renewable for life
- Pays in addition to other insurance coverage

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN VILLAGE OF WILLIAMS BAY, WISCONSIN
AND SAFEbuilt WISCONSIN, LLC**

This Professional Services Agreement ("Agreement") is made and entered into by and between Village of Williams Bay, Wisconsin, ("Municipality") and SAFEbuilt Wisconsin, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, ("Consultant"). Municipality and Consultant shall be jointly referred to as "Parties".

RECITALS

WHEREAS, Municipality is seeking a consultant to perform the services listed in Exhibit A – List of Services, ("Services"); and

WHEREAS, Consultant is ready, willing, and able to perform Services.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, Municipality and Consultant agree as follows:

1. SCOPE OF SERVICES

Consultant will perform Services in accordance with codes, amendments and ordinances adopted by the elected body of Municipality. The qualified professionals employed by Consultant will maintain current certifications, certificates, licenses as required for Services that they provide to Municipality. Consultant is not obligated to perform services beyond what is contemplated by this Agreement.

Consultant shall provide the Services using Community Core Solutions hardware and software package in accordance with the provisions of Exhibit C.

2. CHANGES TO SCOPE OF SERVICES

Any changes to Services between Municipality and Consultant shall be made in writing that shall specifically designate changes in Service levels and compensation for Services. Both Parties shall determine a mutually agreed upon solution to alter services levels and a transitional timeframe that is mutually beneficial to both Parties. No changes shall be binding absent a written Agreement or Amendment executed by both Parties.

3. FEE STRUCTURE

In consideration of Consultant providing services, Municipality shall pay Consultant for Services performed in accordance with Exhibit B – Fee Schedule for Services.

4. INVOICE & PAYMENT STRUCTURE

Consultant will invoice Municipality as SAFEbuilt, LLC, on a monthly basis and provide all necessary supporting documentation. All payments are due to Consultant within 30 days of Consultant's invoice date. Payments owed to Consultant but not made within sixty (60) days of invoice date shall bear simple interest at the rate of one and one-half percent (1.5%) per month. If payment is not received within ninety (90) days of invoice date, Services will be discontinued until all invoices and interest are paid in full. Municipality may request, and Consultant shall provide, additional information before approving the invoice. When additional information is requested Municipality will identify specific disputed item(s) and give specific reasons for any request. Undisputed portions of any invoice shall be due within 30 days of Consultants invoice date, if additional information is requested, Municipality will submit payment within thirty (30) days of resolution of the dispute.

5. TERM

This Agreement shall be effective on the latest date on which this Agreement is fully executed by both Parties. The initial term of this Agreement shall be twelve (12) months. Agreement shall automatically renew for subsequent twelve (12) month terms until such time as either Party notifies the other of their desire to terminate this Agreement.

6. TERMINATION

Either Party may terminate this Agreement, or any part of this Agreement upon ninety (90) days written notice, with or without cause and with no penalty or additional cost beyond the rates stated in this Agreement. In case of such termination, Consultant shall be entitled to receive payment for work completed up to and including the date of termination within thirty (30) days of the termination.

All structures that have been permitted, a fee collected, and not yet expired at the time of termination may be completed through final inspection by Consultant if approved by Municipality. Consultant's obligation is met upon completion of final inspection or permit expiration, provided that the time period to reach such completion and finalization does not exceed ninety (90) days. Alternately, Municipality may exercise the option to negotiate a refund for permits where a fee has been collected but inspections have not been completed. The refund will be prorated according to percent of completed construction as determined by Consultant and mutually agreed upon by all Parties. No refund will be given for completed work.

7. FISCAL NON-APPROPRIATION CLAUSE

Financial obligations of Municipality payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available in accordance with the rules, regulations, and resolutions of Municipality, and other applicable law. Upon the failure to appropriate such funds, this Agreement shall be terminated.

8. MUNICIPALITY OBLIGATIONS

Municipality shall timely provide all data information, plans, specifications and other documentation reasonably required by Consultant to perform Services (Materials). Municipality has the right to grant and hereby grants Consultant a fully paid up, non-exclusive, non-transferable license to use the Materials in accordance with the terms of this Agreement.

9. PERFORMANCE STANDARDS

Consultant shall perform the Services using that degree of care, skill, and professionalism ordinarily exercised under similar circumstances by members of the same profession practicing or performing the substantially same or similar services. Consultant represents to Municipality that Consultant retains employees that possess the skills, knowledge, and abilities to competently, timely, and professionally perform Services in accordance with this Agreement.

10. INDEPENDENT CONTRACTOR

Consultant is an independent contractor, and, except as provided otherwise in this section, neither Consultant, nor any employee or agent thereof, shall be deemed for any reason to be an employee or agent of Municipality. Municipality shall have no liability or responsibility for any direct payment of any salaries, wages, payroll taxes, or any and all other forms or types of compensation or benefits to any personnel performing services for Municipality under this Agreement. Consultant shall be solely responsible for all compensation, benefits, insurance and employment-related rights of any person providing Services hereunder during the course of or arising or accruing as a result of any employment, whether past or present, with Consultant.

Consultant and Municipality agree that Consultant will provide similar service to other clients while under contract with Municipality and Municipality acknowledges that Consultant employees may provide similar

services to multiple clients. Consultant shall at its sole discretion assign and reassign qualified employees, as determined by Consultant, to perform services for Municipality. Municipality may request that a specific employee be assigned to or reassigned from work under this Agreement and Consultant shall consider that request when determining staffing. Consultant shall determine all conditions of employment for its employees, including hours, wages, working conditions, promotion, discipline, hiring and discharge. Consultant exclusively controls the manner, means and methods by which services are provided to Municipality, including attendance at meetings, and Consultant's employees are not subject to the direction and control of Municipality. Except where required by Municipality to use Municipality information technology equipment or when requested to perform the services from office space provided by the Municipality, Consultant employees shall perform the services using Consultant information technology equipment and from such locations as Consultant shall specify. No Consultant employee shall be assigned a Municipal email address as their exclusive email address and any business cards or other IDs shall state that the person is an employee of Consultant or providing Services pursuant to a contractual agreement between Municipality and Consultant.

It is the intention of the Parties that, to the greatest extent permitted by applicable law, Consultant shall be entitled to protection under the doctrines of governmental immunity and governmental contractor immunity, including limitations of liability, to the same extent as Municipality would be in the event that the services provided by Consultant were being provided by Municipality. Nothing in this Agreement shall be deemed a waiver of such protections.

11. ASSIGNMENT

Neither party shall assign all or part of its rights or obligations under this Agreement to another entity without the written approval of both Parties; consent shall not be unreasonably withheld. Notwithstanding the preceding, Consultant may assign this Agreement to its parent, subsidiaries or sister companies (Affiliates) without notice to Municipality. Consultant may subcontract any or all of the services to its Affiliates without notice to Municipality. Consultant may subcontract any or all of the services to other third parties provided that Consultant gives Municipality prior written notice of the persons or entities with which Consultant has subcontracted. Consultant remains responsible for any Affiliate's or subcontractor's performance or failure to perform. Affiliates and subcontractors will be subject to the same performance criteria expected of Consultant. Performance clauses will be included in agreements with all subcontractors to assure quality levels and agreed upon schedules are met.

12. INDEMNIFICATION

To the fullest extent permitted by law, Consultant shall defend, indemnify, and hold harmless Municipality, its elected and appointed officials, employees and volunteers and others working on behalf of Municipality, from and against any and all third-party claims, demands, suits, costs (including reasonable legal costs), expenses, and liabilities ("Claims") alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that any such Claims are caused by the negligence of Consultant or any officer, employee, representative, or agent of Consultant. Consultant shall have no obligations under this Section to the extent that any Claim arises as a result of Consultants compliance with Municipal law, ordinances, rules, regulations, resolution, executive orders or other instructions received from Municipality.

To the fullest extent permitted by law and without waiver of governmental immunity, Municipality shall defend, indemnify, and hold harmless Consultant, its officers, employees, representatives, and agents, from and against any and all Claims alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that such Claims are caused by (a) the negligence of, or material breach of any obligation under this Agreement by, Municipality or any officer, employee, representative, or agent of Municipality or (b) Consultant's compliance with Municipal law, ordinances, rules, regulations, resolutions, executive orders or other instructions received from Municipality. If either Party becomes aware of any incident likely to give rise to a Claim under the above indemnities, it shall notify the other and both Parties shall cooperate fully in investigating the incident.

13. LIMITS OF LIABILITY

EXCEPT ONLY AS MAY BE EXPRESSLY SET FORTH HEREIN, CONSULTANT EXPRESSLY DISCLAIMS ANY AND ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, ERROR-FREE OPERATION, PERFORMANCE, ACCURACY, OR NON-INFRINGEMENT. EXCEPT TO THE EXTENT ARISING FROM MUNICIPALITY'S PAYMENT OBLIGATIONS FOR SERVICES, IN NO EVENT SHALL CONSULTANT OR MUNICIPALITY BE LIABLE TO ONE ANOTHER FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, EXEMPLARY, OR SPECIAL DAMAGES INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, LOST REVENUES, LOST DATA OR OTHER INFORMATION, OR LOST BUSINESS OPPORTUNITY, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, INDEMNITY, NEGLIGENCE, WARRANTY, STRICT LIABILITY, OR TORT, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY REMAINING REMEDY. EXCEPT WITH RESPECT TO PAYMENT OBLIGATIONS FOR SERVICES, IN NO EVENT SHALL THE LIABILITY OF MUNICIPALITY OR CONSULTANT UNDER THIS AGREEMENT FROM ANY CAUSE OF ACTION WHATSOEVER (REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT OR UNDER ANY OTHER LEGAL THEORY, AND WHETHER ARISING BY NEGLIGENCE, INTENTIONAL CONDUCT, OR OTHERWISE) EXCEED THE GREATER OF THE AMOUNT OF FEES PAID TO CONSULTANT PURSUANT TO THIS AGREEMENT OR THE AVAILABLE LIMITS OF CONSULTANTS INSURANCE (SUCH LIMITS DEFINE MUNICIPAL MAXIMUM LIABILITY TO THE SAME EXTENT AS IF MUNICIPALITY HAD BEEN OBLIGATED TO PURCHASE THE POLICIES).

14. INSURANCE

- A. Consultant shall procure and maintain and shall cause any subcontractor of Consultant to procure and maintain, the minimum insurance coverages listed below throughout the term of this Agreement. Such coverages shall be procured and maintained with forms and insurers acceptable to Municipality. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.
- B. Worker's compensation insurance to cover obligations imposed by applicable law for any employee engaged in the performance of work under this Agreement, and Employer's Liability insurance with minimum limits of one million dollars (\$1,000,000) bodily injury each accident, one million dollars (\$1,000,000) bodily injury by disease – policy limit, and one million dollars (\$1,000,000) bodily injury by disease – each employee.
- C. Commercial general liability insurance with minimum combined single limits of one million dollars (\$1,000,000) each occurrence and two million dollars (\$2,000,000) general aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, independent Consultant's, and products. The policy shall contain a severability of interest provision and shall be endorsed to include Municipality and Municipality's officers, employees, and consultants as additional insureds.
- D. Professional liability insurance with minimum limits of one million dollars (\$1,000,000) each claim and two million dollars (\$2,000,000) general aggregate.
- E. Automobile Liability: If performance of this Agreement requires use of motor vehicles licensed for highway use, Automobile Liability Coverage is required that shall cover all owned, non-owned, and hired automobiles with a limit of not less than \$1,000,000 combined single limit each accident.
- F. Municipality shall be named as an additional insured on Consultant's insurance coverage.
- G. Prior to commencement of Services, Consultant shall submit certificates of insurance acceptable to Municipality.

15. THIRD PARTY RELIANCE

This Agreement is intended for the mutual benefit of Parties hereto and no third-party rights are intended or implied.

16. OWNERSHIP OF DOCUMENTS

Except as expressly provided in this Agreement, Municipality shall retain ownership of all Materials and of all work product and deliverables created by Consultant pursuant to this Agreement. The Materials, work product and deliverables shall be used by Consultant solely as provided in this Agreement and for no other purposes without the express prior written consent of Municipality. As between Municipality and Consultant, all work product and deliverables shall become the exclusive property of Municipality when Consultant has been compensated for the same as set forth herein, and Municipality shall thereafter retain sole and exclusive rights to receive and use such materials in such manner and for such purposes as determined by it. Notwithstanding the preceding, Consultant may use the Materials, work product, deliverables, applications, records, documents and other materials provided to perform the Services or resulting from the Services, for purposes of (i) benchmarking of Municipality's and other client's performance relative to that of other groups of customers served by Consultant; (ii) improvement, development marketing and sales of existing and future Consultant services, tools and products; (iii) monitoring Service performance and making improvements to the Services. For the avoidance of doubt, Municipality Data will be provided to third parties, other than hosting providers, development consultants and other third parties providing services for Consultant, only on an anonymized basis and only as part of a larger body of anonymized data. If this Agreement expires or is terminated for any reason, all records, documents, notes, data and other materials maintained or stored in Consultant's secure proprietary software pertaining to Municipality will be exported into a CSV file and become property of Municipality. Notwithstanding the preceding, Consultant shall own all rights and title to any Consultant provided software and any improvements or derivative works thereof.

Upon reasonable prior written notice, Municipality and its duly authorized representatives shall have access to any books, documents, papers and records of Consultant that are related to this Agreement for the purposes of audit or examination, other than Consultant's financial records, and may make excerpts and transcriptions of the same at the cost and expense of Municipality.

17. CONSULTANT ACCESS TO RECORDS

Parties acknowledge that Consultant requires access to Records in order for Consultant to perform its obligations under this Agreement. Accordingly, Municipality will either provide to Consultant on a daily basis such data from the Records as Consultant may reasonably request (in an agreed electronic format) or grant Consultant access to its Records and Record management systems so that Consultant may download such data. Data provided to or downloaded by Consultant pursuant to this Section shall be used by Consultant solely in accordance with the terms of this Agreement.

18. CONFIDENTIALITY

Consultant shall not disclose, directly or indirectly, any confidential information or trade secrets of Municipality without the prior written consent of Municipality or pursuant to a lawful court order directing such disclosure.

19. CONSULTANT PERSONNEL

Consultant shall employ a sufficient number of experienced and knowledgeable employees to perform Services in a timely, polite, courteous and prompt manner. Consultant shall determine appropriate staffing levels and shall promptly inform Municipality of any reasonably anticipated or known employment-related actions which may affect the performance of Services. Additional staffing resources shall be made available to Municipality when assigned employee(s) is unavailable.

20. DISCRIMINATION & ADA COMPLIANCE

Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability, national origin or any other category protected by applicable federal or state law. Such action shall include but not be limited to the following: employment, upgrading, demotion or

transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notice to be provided by an agency of the federal government, setting forth the provisions of Equal Opportunity laws. Consultant shall comply with the appropriate provisions of the Americans with Disabilities Act (the "ADA"), as enacted and as from time to time amended, and any other applicable federal regulations. A signed certificate confirming compliance with the ADA may be requested by Municipality at any time during the term of this Agreement.

21. E-VERIFY/VERIFICATION OF EMPLOYMENT STATUS

Pursuant to FS 448.095, Consultant certifies that it is registered with and uses the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by Consultant during the term of the Agreement. Consultant shall not knowingly employ or contract with an illegal alien to perform work under this Agreement and will verify immigration status to confirm employment eligibility. If Consultant enters into a contract with a subcontractor to perform work or provide services pursuant to the Agreement, Consultant shall likewise require the subcontractor to comply with the requirements of FS 448.095, and the subcontractor shall provide to Consultant an affidavit stating that the subcontractor does not employ, contract with or subcontract with an unauthorized alien. Consultant will maintain a copy of such affidavit for the duration of its contract with owner. Consultant is prohibited from using the E-Verify program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.

22. SOLICITATION/HIRING OF CONSULTANT'S EMPLOYEES

During the term of this Agreement and for one year thereafter, Municipality shall not solicit, recruit or hire, or attempt to solicit, recruit or hire, any employee or former employee of Consultant who provided services to Municipality pursuant to this Agreement ("Service Providers"), or who interacted with Municipality in connection with the provision of such services (including but not limited to supervisors or managers of Service Providers, customer relations personnel, accounting personnel, and other support personnel of Consultant). Parties agree that this provision is reasonable and necessary in order to preserve and protect Consultant's trade secrets and other confidential information, its investment in the training of its employees, the stability of its workforce, and its ability to provide competitive building department programs in this market. If any provision of this section is found by a court or arbitrator to be overly broad, unreasonable in scope or otherwise unenforceable, Parties agree that such court or arbitrator shall modify such provision to the minimum extent necessary to render this section enforceable. In the event that Municipality hires any such employee during the specified period, Municipality shall pay to Consultant a placement fee equal to 25% of the employee's annual salary including bonus.

23. NOTICES

Any notice under this Agreement shall be in writing and shall be deemed sufficient when presented in person, or sent, pre-paid, first class United States Mail, or delivered by electronic mail to the following addresses:

If to Municipality:	If to Consultant:
Dave Bretl, Village Administrator Village of Williams Bay 250 Williams Street Williams Bay, Wisconsin 53191 Email: admin@williamsbay.org	Joe DeRosa, CRO SAFEbuilt, LLC 3755 Precision Drive, Suite 140 Loveland, CO 80538 Email: jderosa@safebuilt.com

24. FORCE MAJEURE

Any delay or nonperformance of any provision of this Agreement by either Party (with the exception of payment obligations) which is caused by events beyond the reasonable control of such party, shall not constitute a breach of this Agreement, and the time for performance of such provision, if any, shall be deemed to be extended for a period equal to the duration of the conditions preventing such performance.

25. DISPUTE RESOLUTION

In the event a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through negotiation, Parties agree first to try in good faith to settle the dispute by mediation, before resorting to arbitration, litigation, or some other dispute resolution procedure. The cost thereof shall be borne equally by each Party.

26. ATTORNEY'S FEES

In the event of dispute resolution or litigation to enforce any of the terms herein, each Party shall pay all its own costs and attorney's fees.

27. AUTHORITY TO EXECUTE

The person or persons executing this Agreement represent and warrant that they are fully authorized to sign and so execute this Agreement and to bind their respective entities to the performance of its obligations hereunder.

28. CONFLICT OF INTEREST

Consultant shall refrain from providing services to other persons, firms, or entities that would create a conflict of interest for Consultant with regard to providing the Services pursuant to this Agreement. Consultant shall not offer or provide anything of benefit to any Municipal official or employee that would place the official or employee in a position of violating the public trust as provided under Municipality's charter and code of ordinances, state or federal statute, case law or ethical principles.

29. GOVERNING LAW AND VENUE

The negotiation and interpretation of this Agreement shall be construed under and governed by the laws of the State of Wisconsin, without regards to its choice of laws provisions. Exclusive venue for any action under this Agreement, other than an action solely for equitable relief, shall be in the state and federal courts serving Municipality and each party waives any and all jurisdictional and other objections to such exclusive venue.

30. COUNTERPARTS

This Agreement and any amendments or task orders may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. For purposes of executing this Agreement, scanned signatures shall be as valid as the original.

31. ELECTRONIC REPRESENTATIONS AND RECORDS

Parties hereby agree to regard electronic representations of original signatures as legally sufficient for executing this Agreement and scanned signatures emailed by PDF or otherwise shall be as valid as the original. Parties agree not to deny the legal effect or enforceability of the Agreement solely because it is in electronic form or because an electronic record was used in its formation. Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

32. WAIVER

Failure to enforce any provision of this Agreement shall not be deemed a waiver of that provision. Waiver of any right or power arising out of this Agreement shall not be deemed waiver of any other right or power.

33. ENTIRE AGREEMENT

This Agreement, along with attached exhibits, constitutes the complete, entire and final agreement of the Parties hereto with respect to the subject matter hereof, and shall supersede any and all previous communications, representations, whether oral or written, with respect to the subject matter hereof. Invalidation of any of the provisions of this Agreement or any paragraph sentence, clause, phrase, or word herein or the application thereof in any given circumstance shall not affect the validity of any other provision of this Agreement.

IN WITNESS HEREOF, the undersigned have caused this Agreement to be executed in their respective names on the dates hereinafter enumerated.

Avner Alkhas, Chief Financial Officer
SAFEbuilt Wisconsin, LLC

Date

Signature
Village of Williams Bay, Wisconsin

Date

Name and Title
Village of Williams Bay, Wisconsin

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EXHIBIT A – LIST OF SERVICES

1. LIST OF SERVICES

Building Official Services

- ✓ Be a resource for Consultant team members, Municipal staff, and applicants
- ✓ Help guide citizens through the complexities of the codes in order to obtain compliance
- ✓ Monitor changes to the codes including state or local requirements and determine how they may impact projects in the area and make recommendations regarding local amendments
- ✓ Provide Building Code interpretations for final approval
- ✓ Oversee our quality assurance program and will make sure that we are meeting our agreed upon performance measurements and your expectations
- ✓ Provide training for our inspectors on Municipality adopted codes and local amendments as needed
- ✓ Oversee certificate of occupancy issuance to prevent issuance without compliance of all departments
- ✓ Attend staff and council meetings as mutually agreed upon
- ✓ Responsible for reporting for Municipality – frequency and content to be mutually agreed upon
- ✓ Responsible for client and applicant satisfaction
- ✓ Issue stop-work notices for non-conforming activities related to provided services – as needed

Building, Electrical, Plumbing, Mechanical Inspection Services

- ✓ Consultant utilizes an educational, informative approach to improve the customer's experience.
- ✓ Perform code compliant inspections to determine that construction complies with approved plans
- ✓ Meet or exceed agreed upon performance metrics regarding inspections
- ✓ Provide onsite inspection consultations to citizens and contractors while performing inspections
- ✓ Return calls and emails from permit holders in reference to code and inspection concerns
- ✓ Identify and document any areas of non-compliance
- ✓ Leave a copy of the inspection ticket and discuss inspection results with site personnel

Plan Review Services

- ✓ Provide plan review services electronically or in the traditional paper format
- ✓ Review plans for compliance with adopted building codes, local amendments or ordinances
- ✓ Be available for pre-submittal meetings by appointment
- ✓ Coordinate plan review tracking, reporting, and interaction with applicable departments
- ✓ Provide feedback to keep plan review process on schedule
- ✓ Communicate plan review findings and recommendations in writing
- ✓ Return a set of finalized plans and all supporting documentation
- ✓ Provide review of plan revisions and remain available to applicant after the review is complete

Permit Technician Services

- ✓ Provide qualified individuals to perform the functions of this position
- ✓ Facilitate the permitting process from initial permit intake to final issuance of permit
- ✓ Review submittal documents and request missing information to ensure packets are complete
- ✓ Provide front counter customer service as necessary
- ✓ Answer questions concerning the building process and requirements at the counter or over the phone
- ✓ Form and maintain positive relationships with Municipal staff and maintain a professional image
- ✓ Determine permit fees based on Municipal fee schedule as established by ordinance, if requested
- ✓ Work with Municipal Clerk to facilitate Freedom of Information Act (FOIA) requests, if requested
- ✓ Provide inspection scheduling and tracking to ensure code compliance
- ✓ Act as an office resource to inspectors in the field
- ✓ Process applications for Municipal Boards and Commissions – if requested
- ✓ Provide input, tracking and reporting to help increase efficiencies

As-Requested Code Enforcement Services

- ✓ Customize our approach at the direction of Municipal Council/Board and staff
- ✓ Customize services in compliance with applicable Municipal code and ordinance requirements
- ✓ Proactively work with Municipality and its citizens to maintain a safe and desirable community
- ✓ Respond to and investigate code violations as provided/requested in writing by a municipal official
- ✓ Post violation notices and provide initial citizen notifications and follow-up inspections
- ✓ Address specific code enforcement issues at the direction of Municipality
- ✓ Provide monthly written reports
- ✓ Assist in the preparation of cases for court appearances, provide presentations and attend meetings as requested
- ✓ Participate in educational activities and customer service surveys related to code enforcement
- ✓ Provide professional recommendations for code revisions – as needed
- ✓ Make presentations to Municipal boards as requested
- ✓ Provide agreed upon reports to demonstrate our performance against set measurements

Reporting Services

- ✓ Consultant will work with Municipality to develop a mutually agreeable reporting schedule and format

2. COMMUNITY CORE SOLUTIONS TERMS AND CONDITIONS

- ✓ Provide Community Core in accordance with the terms and conditions of Exhibit C.

3. TIME OF PERFORMANCE

- ✓ Consultant will perform Services during normal business hours excluding Municipal holidays
- ✓ Consultant representative(s) will be available by cell phone and email

Deliverables			
INSPECTION SERVICES	Inspections requested before 4:00 p.m. completed the following business day		
PRE-SUBMITTAL MEETINGS	Provide pre-submittal meetings to applicants by appointment		
PLAN REVIEW TURNAROUND TIMES	Provide comments within the following timeframes: Day 1 = first full business day after receipt of plans and all supporting documents		
	<u>Project Type:</u> ✓ Single-family within ✓ Multi-family within ✓ Small commercial within (under \$2M in valuation) ✓ Large commercial within	<u>First Comments</u> 5 business days 10 business days 10 business days 20 business days	<u>Second Comments</u> 5 business days or less 5 business days or less 5 business days or less 10 business days or less

EXHIBIT B – FEE SCHEDULE FOR SERVICES

1. FEE SCHEDULE

- ✓ Municipality and Consultant will review the Municipal Fee Schedule and valuation tables annually to discuss making adjustments to reflect increases in the costs incurred by Consultant to provide Services.
- ✓ Beginning January 01, 2023 and annually thereafter, the hourly rates listed shall be increased based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI") for the Municipality or, if not reported for the Municipality the CPI for cities of a similar size within the applicable region from the previous calendar year, such increase, however, not to exceed 4% per annum. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.
- ✓ Consultant fees for Services provided pursuant to this Agreement will be as follows:

Full Service Fee Schedule:	
Inspection Services (permits issued prior to service start date)	\$97.00 per inspection
Inspection Services (permits issued after service start date)	85% of Municipal fee as established by ordinance
• Building, Mechanical, Plumbing, Electrical	
Residential Plan Review Services	85% of Municipal fee as established by ordinance
Commercial Plan Review Services	
✓ Building, HVAC and Plumbing	
▪ Requires State of Wisconsin approval for Delegated/Certified Municipal Authority	
▪ Consultant will provide service based upon approval granted by the State of Wisconsin	*85% of fees as stated and calculated in SBD-118 Wisconsin Department of Safety and Professional Services and any subsequent revisions
*Consultant fees set forth above for Commercial Plan Review Services are inclusive of the fees required to be paid to the Wisconsin Department of Safety and Professional Services pursuant to Chapter SPS 361 and 302 of the Wisconsin Administrative Code for the Commercial Plan Review and Reporting Services provided by the Consultant pursuant to this Agreement. Consultant shall remit the fees required to be paid to the Wisconsin Department of Safety and Professional Services when due.	
Building Official Services	Included in percentage of fees above
Permit Technician Service	Included in percentage of fees above
Activities/Meetings Where No Permit Fee is Generated - As requested by Municipality	
Normal Business Hours – 8:00 am to 5:00 pm	\$85.00 per hour – one (1) hour minimum
Other Than Normal Business Hours	\$100.00 per hour – one (1) hour minimum
Time tracked includes roundtrip travel time between Consultant's office and Municipality/inspection site.	
As-Requested Service Fee Schedule:	
Code Enforcement Services	\$65.00 per hour – one (1) hour minimum
Community Core Solutions:	
Optional – included at no cost to the Municipality	

EXHIBIT C – COMMUNITY CORE SOLUTIONS TERMS AND CONDITIONS

Insert next page

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Village of Williams Bay, WI

Investment Policy

Purpose:

The objective of the investment policy of the Village of Williams Bay is to conform with all applicable federal, state, and other legal requirements; to adequately safeguard principal; to provide sufficient liquidity to meet all operating requirements; and to obtain a reasonable rate of return.

Scope:

The investment policy applies to all financial aspects of the Village of Williams Bay.

Prudence:

Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived.

Ethics and Conflicts of Interest:

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions.

Objective:

The primary objectives, in order of priority, shall be:

1. Legality- conformance with federal, state, and other legal requirements
2. Safety- preservation of capital and protection of investment principal
3. Liquidity- maintenance of sufficient liquidity to meet operating requirements
4. Yield- attainment of market rates of return

The portfolio should be reviewed periodically by the Finance and Personnel Committee as to its effectiveness in meeting the entity's needs to safety, liquidity, rate of return, diversification, and its general performance.

Delegation of Authority:

Management and administrative responsibility for the investment program is hereby delegated to the Treasurer by the Board of Trustees. The Treasurer shall oversee investment transactions conducted on behalf of the Village and has the authority to direct the transfer of funds between accounts established for investments. The Treasurer may contract with one or more investment advisors with prior approval of the finance committee and with sufficient funds available within the Village budget.

Internal Controls:

The Treasurer is responsible for establishing and maintaining an internal control structure designed to insure that the assets of the Village are protected from loss, theft, or misuse. The internal controls shall be reviewed by the Village's independent auditor during the annual audit process. The internal controls shall address the following points:

- Control of collusion
- Separation of transaction authority from accounting
- Custodial safekeeping
- Written confirmation of transactions for investments and wire transfers

Authorized and Suitable Investments:

Acceptable investments include the following:

- Bonds or securities issued or guaranteed as to principal and interest by the Federal Government, or by a commission, board, or other instrumentality of Federal Government.
- Certificate of Deposit in any credit union, bank, savings bank, trust company, or savings and loan association which is authorized to transact business in the State of Wisconsin if certificate of deposits mature in not more than three (3) years.
- State of Wisconsin Local Government Investment Pool.
- Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of dollar-denominated securities.
- Repurchase agreements that are secured by investment securities fully guaranteed by the U.S. Government.

Collateralization:

Funds on deposit in excess of FDIC limits must be secured by some form of collateral, witnessed by a written agreement, and held at an independent-third party institution in the name of the Village. The amount of collateral will not be less than 110% of the fair market value of the net amount of public funds secured. Additional collateral will be requested when the ratio declines below the level required and collateral will be released if the market value exceeds the required level. The custodian shall send statements of pledged collateral to the Treasurer on a monthly basis or as requested by the Village.

Diversification:

The investments shall be diversified to avoid unreasonable risks. The Treasurer will:

- Limit investments to avoid over-concentration in securities from a specific issuer or business sector.
- Invest in securities with varying maturities.
- Use the option of investing a portion of the portfolio in readily available funds to insure that appropriate liquidity is maintained to meet ongoing obligations.

Maximum Maturities:

To the extent possible, the Treasurer shall attempt to match its investments with anticipated cash flow requirements. Maturities of individual securities must be in compliance with Section 66.0603 of the Wisconsin Statutes.

Reporting:

The Treasurer shall provide the finance and personnel committee an investment report on a quarterly basis or when a specific request is made. The report shall summarize the investment strategies employed; the types, terms, and characteristics of investment holdings; the total investment return; the performance of each investment in comparison to the annual budget. The Treasurer shall immediately report investment issues or concerns to the Village Administrator. The Village Administrator shall report any significant investment issues or concerns to the finance and personnel committee, as appropriate.

Village of Williams Bay, WI

Fund Balance Policy

Purpose

The Village recognizes the need to maintain an operating reserve in the General Fund for the following purposes:

1. Hold adequate working capital to meeting cash flow needs during the fiscal year.
2. Reduce the need for short term borrowing.
3. Serve as a safeguard for unanticipated expenditures of the Village.
4. Show fiscal responsibility to maintain a high credit rating, which will help to reduce future borrowing costs.

Policy

These policy guidelines will provide direction during the budget process and demonstrate a commitment to maintain adequate financial reserves for long-term financial planning.

1. The Village will maintain an unassigned fund balance of not less than 25% and no more than 50% based on the budgeted operating expenditures, as measured on December 31st of each year.
2. Any excess of revenues over expenditures at the end of the fiscal year will be added to the fund balance.
3. If the unassigned general fund balance shall fall below the minimum 25% range, the Village will replenish shortages/deficiencies using appropriate budget strategies.
4. Any projected surplus over 50% will be available for use by the Village as determined in the budget process, generally for one-time projects or debt reduction.

Reserves for all other Funds

Reserves in other funds will be maintained at levels to cover annual operating costs, or to provide for future capital costs. Deficit balances due to unforeseen circumstances will be addressed during the budget process.

Administrative Responsibilities

The Treasurer is responsible for monitoring and reporting the Village's various Fund Balance assignments. The Village Administrator and Treasurer will both make recommendations to the Village Board on the use of the various funds during the annual budget process and when the need may arise. The parameters should be reviewed by the Finance and Personnel Committee every 2 years or more often if conditions change.

	Genral Fund Reserves 12/31/2020					Capital	Non	
			General	Debt Service		Projects	Major	Total
	Nonspendable Prepaids		18,304					18,304
	Restricted For							
	Debt Service			496,539	512,929			1,009,468
	Library					217,120		217,120
	2% Fire Dues					42,459		42,459
	Act 102					30,638		30,638
	Committed to							
	Police Department Donation					4,464		4,464
	DARE					2,711		2,711
	Fire Department Donation					51,089		51,089
	Rescue Squad Donation					4,072		4,072
	Fireworks					2,276		2,276
	Capital Equipment					166,610		166,610
	Fire Department Building	750,000						
	Pier Slips	350,000	1,100,000					1,100,000
	Committed							
	Unassigned		767,789					767,789
	Total Fund Balance		1,886,093	496,539	512,929	521,439		3,417,000
	Applied 2021		0					
	Estimated addition to fund balance from 2021 budget		15,407					
	Projected 2022		172,063		(130,000)	(32,100)		
	\$92,863 fund balance							
	\$50,000 pier slips							
	\$29,200 APRA (for rescue stipend)							
	Fund Balance Policy 25-50% Budgeted Operating Expenses Unassigned							
	2022 Operating Expenses		3,308,693					
	Library Levy		191,044					
	Recycling		124,835					
			3,624,572					
		25%	906,143					
		50%	1,812,286					



VILLAGE OF WILLIAMS BAY

250 Williams Street | PO Box 580 | Williams Bay | WI | 53191 | williamsbay.org
Phone: 262-245-2700

RESOLUTION R-14-21

RESOLUTION FOR COMMITMENT OF DECEMBER 31, 2020 FUND BALANCES

WHEREAS, the Government Accounting Standards Board (GASB) has issued Statement No. 54 – Fund Balance Reporting and Governmental Fund Type Definitions, which changes the terminology used for fund balance reporting on balance sheets of Governmental Funds; and

WHEREAS, by the Village of Williams Bay Board of Trustees commits fund balances for the following purposes;

Committed Fund Balance

Fire Department Building	\$750,000
Pier Slips	\$300,000

THEREFORE, BE IT RESOLVED that the Village of Williams Bay, Walworth County, Wisconsin by this resolution accepts the recommendation, as presented.

Approved by the Village Board of the Village of Williams Bay this ____ day of _____, 2021.

VILLAGE OF WILLIAMS BAY

By: _____

William Duncan, President

Attest: _____

Jackelyn Pankau, Clerk

VILLAGE OF WILLIAMS BAY

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Village Board of the Village of Williams Bay on Monday, November 15, 2021 at 7:00 p.m. or as soon thereafter as matter can be heard at the Village Hall located at 250 Williams St, Williams Bay, WI 53191. The purpose of the public hearing is to solicit public comment on the Village's 2022 Annual Property Tax Levy and Budget. A copy of the proposed 2022 Annual Budget is available for public inspection in the office of the Village Clerk in the Village Hall during normal business hours; Monday, Tuesday, Wednesday and Friday 8:30am - 5:00pm, Thursday 8:30am -12:00pm. The Village has met the requirements of Wisconsin Statute 65.90(3)(a).

FURTHER NOTICE IS HEREBY GIVEN that at such time and place, any interested party may participate in person by attorney or agent. A summary of the proposed budget and tax levy is listed below. The Village may elect to change the proposed budget and tax levy prior to the public hearing.

The schedule below summarizes the 2022 budget as it is proposed.

	2021	2021	2022	% BUDGET
	BUDGET	ESTIMATED ACTUAL	BUDGET	CHANGE
<u>REVENUES</u>				
Tax Levy				
General Fund Levy	1,650,106	1,650,106	1,720,536	4.27%
Library Fund Levy	191,626	191,626	191,044	-0.30%
Recycling Fund Levy	108,536	108,536	111,335	2.58%
Capital Equipment Levy	53,058	53,058	25,745	-51.48%
TOTAL TAX LEVY	2,003,326	2,003,326	2,048,660	2.26%
Delinquent PP taxes	-	520	-	0.00%
Utility Tax Equivalent	109,000	109,000	109,000	0.00%
Room Tax	20,000	45,000	45,000	125.00%
Cable Franchise Fees	75,596	52,000	52,000	-31.21%
Mercy Pilot	55,000	55,723	55,000	0.00%
Intergovernmental	480,009	663,090	657,614	37.00%
Licenses & Permits	106,795	144,232	146,275	36.97%
Fines & Forfeitures	54,120	54,741	54,000	-0.22%
Public Charges for Services	326,310	365,249	351,100	7.60%
Commercial Income	282,200	269,558	270,295	-4.22%
Miscellaneous Revenue	28,808	322,322	272,019	844.25%
Operating Transfers In	343,000	133,357	9,566	-97.21%
TOTAL OPERATING REVENUES	3,884,164	4,218,118	4,070,529	4.80%
Debt Service Levy	686,367	686,367	675,388	-1.60%
Proceeds Long Term Debt	552,061	261,053	194,197	-64.82%
OTHER SOURCES OF FUNDING	1,238,428	947,420	869,585	-29.78%
<u>EXPENDITURES</u>				
General Government	532,245	569,430	608,118	14.26%
Public Safety	1,401,353	1,476,851	1,631,442	16.42%
Public Works	943,171	917,840	607,735	-35.56%
Culture, Recreation & Education	484,734	523,928	592,450	22.22%
Leisure Activities	353,568	378,433	363,346	2.77%
Contingency	31,269	22,000	25,000	-20.05%
Sinking Funds Contribution	137,824	137,824	121,134	-12.11%
TOTAL OPERATING EXPENDITURES	3,884,164	4,026,306	3,949,225	1.68%
Capital Outlay	552,061	261,053	194,197	-64.82%
Debt Service	686,367	686,367	675,388	-1.60%
OTHER EXPENDITURES	1,238,428	947,420	869,585	-29.78%

EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	191,812	121,304
FUND BALANCE JANUARY 1	2,054,060	2,054,060	2,245,872
FUND BALANCE DECEMBER 31	2,054,060	2,245,872	2,367,176
PROPERTY TAXES LEVIED FOR MUNICIPALITY	2,689,693		2,724,048
TOTAL 2022 ANTICIPATED EXPENDITURES			4,818,810
TOTAL 2022 ANTICIPATED NON-PROPERTY TAX REVENUES			(2,216,066)
PORTION OF ESTIMATED USE OF FUND BALANCE AS OF DECEMBER 31, 2021 USED TO FINANCE EXPENDITURES			121,304
AMOUNT REQUIRED FOR LEVY			2,724,048

	Fund Balance	2022 Proposed		Estimated	Property Tax
	January 1, 2022	Revenues	Expenditures	Fund Balance Dec. 31, 2022	Contribution
General Fund	3,113,445	3,333,693	3,333,693	3,113,445	1,720,536
Police Donations Fund	1,150	200	-	1,350	-
ARPA Fund	138,110	138,110	29,200	247,020	-
Fire Dues (2%) Fund	26,526	26,500	14,306	38,720	-
Act 102 Fund	27,430	7,400	7,400	27,430	-
Recycling Fund	116,709	124,835	124,835	116,709	111,335
Nonmajor Governmental Funds	376,568	363,346	363,346	376,568	191,044
Fireworks Fund	25,122	26,000	26,000	25,122	-
Capital Outlay Fund	261,053	194,197	194,197	261,053	-
Capital Equipment Fund	393,058	50,445	50,445	393,058	25,745
Debt Service Fund General	686,367	675,388	675,388	686,367	675,388
Total Fund Balance	5,165,538	4,940,114	4,818,810	5,286,842	2,724,048

Lori Peternell
Village Treasurer

NOTES:

2021 estimates and 2022 budget include totals for funds 110,115,215,220,410 and 415

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Posted 10/22/2021

FUND ALLOCATION-2022-FINAL

2022	General	Police	ARPA	Fire Dues	Act 102	Recycling	Library	Library	Fireworks	Capital	Capital	Village	
	Fund (100)	Donations (110)	Fund (115)	2% (215)	Fund (220)	Fund (225)	Fund (400)	Donation (410)	Fund (415)	Outlay (500)	Equip (550)	Debt Service	Total
REVENUE BUDGET													
Taxes													
Village Tax	1,720,536	-	-	-	-	111,335	191,044	-	-	-	25,745	675,388	2,724,048
Utility Tax Equivalent	109,000	-	-	-	-	-	-	-	-	-	-	-	109,000
Room Tax	45,000	-	-	-	-	-	-	-	-	-	-	-	45,000
Cable Franchise Fees	52,000	-	-	-	-	-	-	-	-	-	-	-	52,000
Mercy Pilot	55,000	-	-	-	-	-	-	-	-	-	-	-	55,000
Total Taxes	1,981,536	-	-	-	-	111,335	191,044	-	-	-	25,745	675,388	2,985,048
Assessments													
Principal & Interest	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Assessments	-	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Service													
Police General Revenue	3,000	-	-	-	-	-	-	-	-	-	-	-	3,000
Police Alarm Permits	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Assessment Letters	6,000	-	-	-	-	-	-	-	-	-	-	-	6,000
Fire Dept Contracts	-	-	-	-	-	-	-	-	-	-	-	-	-
Street Opening Revenue	200	-	-	-	-	-	-	-	-	-	-	-	200
Basketball Camp Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Tennis Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Golf Revenue	500	-	-	-	-	-	-	-	-	-	-	-	500
Basketbal League Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Zumba/Tai Chi Revenue	4,500	-	-	-	-	-	-	-	-	-	-	-	4,500
Baseball/softball Registration fees	5,900	-	-	-	-	-	-	-	-	-	-	-	5,900
Adult Rec Program Revenues	1,500	-	-	-	-	-	-	-	-	-	-	-	1,500
Summer Rec Program Revenues	3,500	-	-	-	-	-	-	-	-	-	-	-	3,500
Donation for Rec Dept	2,000	-	-	-	-	-	-	-	-	-	-	-	2,000
Field House Rentals	1,200	-	-	-	-	-	-	-	-	-	-	-	1,200
Waterway Markers	6,000	-	-	-	-	-	-	-	-	-	-	-	6,000
Lakefront/Shore Income	8,600	-	-	-	-	-	-	-	-	-	-	-	8,600
Beach Revenue	88,600	-	-	-	-	-	-	-	-	-	-	-	88,600
Launch Revenue	170,000	-	-	-	-	-	-	-	-	-	-	-	170,000
Horvath Storage Rental	21,600	-	-	-	-	-	-	-	-	-	-	-	21,600
Town of Linn Beach Revenue	10,000	-	-	-	-	-	-	-	-	-	-	-	10,000
Kayak/Paddleboard rentals	18,000	-	-	-	-	-	-	-	-	-	-	-	18,000
Dog Park Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Charges	351,100	-	-	-	-	-	-	-	-	-	-	-	351,100
Intergovernmental													
State Shared Revenue	64,696	-	-	-	-	-	-	-	-	-	-	-	64,696
State Fire Insurance	-	-	-	26,500	-	-	-	-	-	-	-	-	26,500
Exempt Computer Aid	470	-	-	-	5,400	-	-	-	-	-	-	-	470
EMT Grant	-	-	-	-	-	-	-	-	-	-	-	-	5,400
Land Use Conversion Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous Grants	71,574	-	138,110	-	-	-	134,630	-	-	-	-	-	344,314
State Aid	16,000	-	-	-	-	-	-	-	-	-	-	-	16,000
Transportation	191,734	-	-	-	-	-	-	-	-	-	-	-	191,734
Recycling	-	-	-	-	-	8,500	-	-	-	-	-	-	8,500
Total Intergovernmental	344,474	-	138,110	26,500	5,400	8,500	134,630	-	-	-	-	-	657,614
Licenses & Permits													
Liquor License	6,025	-	-	-	-	-	-	-	-	-	-	-	6,025
Operator License	2,200	-	-	-	-	-	-	-	-	-	-	-	2,200
Cigarette License	300	-	-	-	-	-	-	-	-	-	-	-	300
Dog License	600	-	-	-	-	-	-	-	-	-	-	-	600
Building Permits	75,000	-	-	-	-	-	-	-	-	-	-	-	75,000
Electrical Permits	13,000	-	-	-	-	-	-	-	-	-	-	-	13,000
Plumbing Permits	13,000	-	-	-	-	-	-	-	-	-	-	-	13,000
Room Tax Permit	625	-	-	-	-	-	-	-	-	-	-	-	625
Rental Property Admin	-	-	-	-	-	-	-	-	-	-	-	-	-
Zoning & Planning Permit	18,000	-	-	-	-	-	-	-	-	-	-	-	18,000
Tree Permits	2,500	-	-	-	-	-	-	-	-	-	-	-	2,500

FUND ALLOCATION-2022-FINAL

2022	General Fund (100)	Police Donations (110)	ARPA Fund (115)	Fire Dues 2% (215)	Act 102 Fund (220)	Recycling Fund (225)	Library Fund (400)	Library Donation (410)	Fireworks Fund (415)	Capital Outlay (500)	Capital Equip (550)	Village Debt Service Fund (600)	Total
Tourist Rooming Permits	1,575	-	-	-	-	-	-	-	-	-	-	-	1,575
Short Term Rental Permit	13,300	-	-	-	-	-	-	-	-	-	-	-	13,300
Transient Merchant Permit	150	-	-	-	-	-	-	-	-	-	-	-	150
Total Licenses & Permits	146,275	-	-	-	-	-	-	-	-	-	-	-	146,275
Commercial													
Interest income	4,000	-	-	-	-	-	300	-	-	-	-	-	4,300
GLLEA Rental Income	-	-	-	-	-	-	-	-	-	-	-	-	-
Boat Slip Rental	235,995	-	-	-	-	-	-	-	-	-	-	-	235,995
Geveva Lake Law Enforcement Agency	30,000	-	-	-	-	-	-	-	-	-	-	-	30,000
Total Investment Income	269,995	-	-	-	-	-	300	-	-	-	-	-	270,295
Fines & Forfeitures													
Court Penalties/Fines	52,000	-	-	-	-	-	-	-	-	-	-	-	52,000
Parking Ticket Revenue	1,500	-	-	-	-	-	-	-	-	-	-	-	1,500
Weed & Nuisance Control	500	-	-	-	-	-	-	-	-	-	-	-	500
Total Fines & Forfeitures	54,000	-	-	-	-	-	-	-	-	-	-	-	54,000
Miscellaneous Revenues													
Aurora Donation	3,250	-	-	-	-	-	-	-	-	-	-	-	3,250
Insurance Rebate	10,000	-	-	-	-	-	-	-	-	-	-	-	10,000
Donations	-	200	-	-	-	-	-	22,540	26,000	-	-	-	48,740
Operating Transfer In	172,063	-	-	-	2,000	5,000	-	-	-	-	24,700	-	203,763
Debt Proceeds	-	-	-	-	-	-	-	-	-	194,197	-	-	194,197
Misc. Revenue	1,000	-	-	-	-	-	14,832	-	-	-	-	-	15,832
Total Misc. Revenues	186,313	200	-	-	2,000	5,000	14,832	22,540	26,000	194,197	24,700	-	475,782
TOTAL REVENUE BUDGET 2022	3,333,693	200	138,110	26,500	7,400	124,835	340,806	22,540	26,000	194,197	50,445	675,388	4,940,114
TOTAL REVENUE BUDGET 2021	3,021,002	-	-	-	-	116,536	353,568	-	-	552,061	393,058	686,367	5,122,592
% Difference Over Last Year	10.35%	100.00%	100.00%	100.00%	100.00%	7.12%	-3.61%	100.00%	100.00%	-64.82%	-87.17%	-1.60%	-3.56%

FUND ALLOCATION-2022-FINAL

2022	General Fund (100)	Police Donations (110)	ARPA Fund (115)	Fire Dues 2% (215)	Act 102 Fund (220)	Recycling Fund (225)	Library Fund (400)	Library Donation (410)	Fireworks Fund (415)	Capital Outlay (500)	Capital Equip (550)	Village Debt Service Fund (600)	Total
EXPENDITURE BUDGET													
General Administration													
Village Board	24,037	-	-	-	-	-	-	-	-	-	-	-	24,037
Committees	-	-	-	-	-	-	-	-	-	-	-	-	-
Publication Expense	5,000	-	-	-	-	-	-	-	-	-	-	-	5,000
Municipal Court	43,046	-	-	-	-	-	-	-	-	-	-	-	43,046
General Government	186,012	-	-	-	-	-	-	-	-	-	-	-	186,012
General Office	63,180	-	-	-	-	-	-	-	-	-	-	-	63,180
Miscellaneous General Administration	39,843	-	-	-	-	-	-	-	-	-	-	-	39,843
Elections	24,985	-	-	-	-	-	-	-	-	-	-	-	24,985
Assessor Services	54,100	-	-	-	-	-	-	-	-	-	-	-	54,100
Accountant	18,650	-	-	-	-	-	-	-	-	-	-	-	18,650
Legal Fees	50,000	-	-	-	-	-	-	-	-	-	-	-	50,000
Village Hall	34,265	-	-	-	-	-	-	-	-	-	-	-	34,265
Prop & Liab Insurance	65,000	-	-	-	-	-	-	-	-	-	-	-	65,000
Total General Administration	608,118	-	-	-	-	-	-	-	-	-	-	-	608,118
Public Safety													
Police Department	1,093,944	-	-	-	-	-	-	-	-	-	37,030	-	1,130,974
Other Public Safety	131,285	-	-	-	-	-	-	-	-	-	-	-	131,285
Fire Department	115,860	-	-	14,306	-	-	-	-	-	-	7,415	-	137,581
Dive Team	6,252	-	-	-	-	-	-	-	-	-	-	-	6,252
Rescue	68,700	-	29,200	-	7,400	-	-	-	-	-	-	-	105,300
Building Inspection	120,050	-	-	-	-	-	-	-	-	-	-	-	120,050
Total Public Safety	1,536,091	-	29,200	14,306	7,400	-	-	-	-	-	44,445	-	1,631,442
Public Works													
Roads & Related Facilities	284,920	-	-	-	-	-	-	-	-	30,000	-	-	314,920
Engineering	15,000	-	-	-	-	-	-	-	-	-	-	-	15,000
Street Lighting	34,000	-	-	-	-	-	-	-	-	-	-	-	34,000
Solid Waste	148,980	-	-	-	-	-	-	-	-	-	-	-	148,980
Recycling	-	-	-	-	-	124,835	-	-	-	-	-	-	124,835
Total Public Works	482,900	-	-	-	-	124,835	-	-	-	30,000	-	-	637,735
Other Expenditures													
Library	-	-	-	-	-	-	350,146	13,200	-	-	-	-	363,346
Recreation Department	134,380	-	-	-	-	-	-	-	-	-	-	-	134,380
Field House Building	11,630	-	-	-	-	-	-	-	-	-	-	-	11,630
Parks Department	110,135	-	-	-	-	-	-	-	-	90,400	-	-	200,535
Beach/Lakefront	293,255	-	-	-	-	-	-	-	-	73,797	6,000	-	373,052
Other	11,050	-	-	-	-	-	-	-	26,000	-	-	-	37,050
Debt Service	-	-	-	-	-	-	-	-	-	-	-	675,388	675,388
Contingency Fund	25,000	-	-	-	-	-	-	-	-	-	-	-	25,000
Operating Transfers Out	121,134	-	-	-	-	-	-	-	-	-	-	-	121,134
Total Other Expenditures	706,584	-	-	-	-	-	350,146	13,200	26,000	164,197	6,000	675,388	1,941,515
TOTAL EXPENSE BUDGET 2022	3,333,693	-	29,200	14,306	7,400	124,835	350,146	13,200	26,000	194,197	50,445	675,388	4,818,810
EXCESS REVENUES OVER (UNDER) EXPENDITURES	-	200	108,910	12,194	-	-	(9,340)	9,340	-	-	-	-	121,304
TOTAL EXPENSE BUDGET 2021	3,021,002	-	-	-	-	116,536	353,568	-	-	552,061	393,058	686,367	5,122,592
% Difference Over Last Year	10.35%	100.00%	100.00%	100.00%	100.00%	7.12%	-0.97%	100.00%	100.00%	-64.82%	-87.17%	-1.60%	-0.0593024



VILLAGE OF WILLIAMS BAY

August 27, 2021

To: Trustee Parker
Finance & Personnel Committee

RE: Day after Thanksgiving

Dear Trustee Parker and Finance & Personnel Committee:

I have been reviewing the Village Personnel Policy over the last few months and have noticed that the day after Thanksgiving is not a Village holiday. In speaking with staff, it sounds like most of them take this day off (as a vacation day) and close Village Hall. I am asking you to consider making the day after Thanksgiving an official Village holiday. Non-union employees currently have 8.5 paid holidays so adding this day would make 9.5 paid holidays. The police department currently has 10 paid holidays as part of their union contract.

I have researched the surrounding municipalities and their holiday schedules. City of Delavan, City of Lake Geneva, Village of Fontana, and City of Elkhorn all have the day after Thanksgiving as a paid holiday. City of Delavan has 8 paid holidays plus 3 floating holidays. City of Lake Geneva, Village of Fontana, and City of Elkhorn all have 10 paid holidays.

Thank you for considering this proposal.

Sincerely,

Becky Tobin
Village Administrator

CC: President Duncan