



## NOTICE

Please take notice that meetings of the **STANDING COMMITTEES** and the **REGULAR VILLAGE BOARD** will be held in hybrid meeting format (in-person and videoconference) on **Monday April 7, 2025 in the Village Hall, 3930 N Murray Ave., at the times listed below.**

**Please note: the videoconference platform has been modified to Zoom.**

### **PUBLIC WORKS COMMITTEE, Board Room, 6:30pm**

Join Zoom Meeting

<https://zoom.us/j/94782463944?pwd=gwPGW5cpUNFamNObeecB7d3Gdal0NH.1>

Meeting ID: 947 8246 3944

Passcode: 822741

1. Capitol Drive pedestrian safety enhancements initiative: consider pavement marking policy recommendation

### **COMMUNITY AND BUSINESS RELATIONS COMMITTEE, Board Room, 7pm**

Join Zoom Meeting

<https://zoom.us/j/94782463944?pwd=gwPGW5cpUNFamNObeecB7d3Gdal0NH.1>

Meeting ID: 947 8246 3944

Passcode: 822741

1. Consider accepting a pilot block party permit application for N. Morris roadway closure for Trick-or-Treat in 2025.
2. Review July 4th parade route.

### **BUDGET AND FINANCE COMMITTEE, Committee Room, 7pm**

Join Zoom Meeting

<https://zoom.us/j/92088260164?pwd=20NWWeTaOKTIhCZ2AI30sRV26EtZD6.1>

Meeting ID: 920 8826 0164

Passcode: 524598

1. Consider credit card fees.

**REGULAR MEETING OF THE VILLAGE BOARD, Board Room, 7:30pm**

Join Zoom Meeting

<https://zoom.us/j/94782463944?pwd=gwPGw5cpUNFamNObeecB7d3Gdal0NH.1>

Meeting ID: 947 8246 3944

Passcode: 822741

Members of the public will be muted and will have their video turned off upon entry. Comments will be taken during citizens' comments and if the Village Board accepts comments at other times during an agenda item. When the Village Board starts accepting citizen's comments, members of the public will have the ability to unmute themselves and appear by video by raising their virtual hand (selecting the raise hand icon under "Reactions" at the bottom banner of Zoom) after being called upon by the Chair. IF YOU PLAN ON SPEAKING AT THE MEETING, please email the Village Clerk at [tharrell@shorewoodwi.gov](mailto:tharrell@shorewoodwi.gov) by 3p.m. on the meeting day.

The President will be leading the meeting and Board members will be called upon to speak. If there are members of the public on the call that desire to speak on a topic that is NOT on the agenda, they will be provided an opportunity to do so under "Citizen's to be Heard" on the agenda. The President may also allow for the public to speak following Village Board member discussion on an item following the Village Board discussion. To ensure an efficient meeting, members of the public should not speak until called upon to do so.

1. Call to Order
2. Roll Call
3. Statement of Public Notice
4. Special Order of Business-
5. Consent Agenda Items - items under the consent agenda may be acted upon by one motion. If in the judgement of any Village Board Members, a consent agenda item needs discussion, the item can be placed in the items removed from the consent agenda.
  - a. Presentation of accounts - April 7, 2025
  - b. Consider regular Village Board minutes - March 17, 2025
  - c. Consider Temporary Class "B" License and Permit for Shorewood Junior Greyhounds Baseball Event - May 23-25, 2025
  - d. Consider Application for Special Privilege Approval for outdoor seating within the sidewalk public right-of-way at C-Viche, 4330 N. Oakland Ave.
  - e. Consider donation for Conservation Committee Rebate Program.
  - f. Consider volunteer committee appointments to the Conservation Committee.
6. Items Removed from the Consent Agenda
7. Public Hearing
8. Citizens to be Heard – this item is for matters not on the agenda. Discussion may

follow comments on non-agenda items or discussion and action may come at future meetings.

9. New Business

- a. Consider RFP for Lead Service Line Plan, Water Main Evaluation, Schedule for Replacement and Financing.
- b. Consider new utility superintendent job descriptions and updates to the Public Works Director and Public Works Superintendent positions.
- c. Consider RFP for mobile parking payment system.
- d. Consider Ordinance 3072 An Ordinance to Create Regulations Related to Electric Scooter Operations and the Allowance of Short-Term Commercial Rentals
- e. Consider Resolution 2025-04 Establishing a Pilot Program to Allow Commercial Electric Scooter Operations within Shorewood
- f. Consider Resolution 2025-05 A Resolution Amending the Village Fee Schedule to Include an Online Permit Fee

10. Report of Village Officials

- a. Village President
  - i. Proclamation for Trustee Jerry Lynn
- b. Village Trustees- Provide Committee updates as either a liaison or member.
- c. Village Manager
  - i. Milwaukee County Historical Society Annual Dinner Attendance
  - ii. 2026 Communication Plan Update

11. Future items of Consideration

12. Closed Session

- a. Closed Session – the Village Board will adjourn into closed session pursuant to 19.85(1)(c) to discuss the annual performance evaluation of the village manager.

13. Adjournment

Dated this 3rd day of April at Shorewood, 2025.

Toya Harrell, CMC, WCMC, Village Clerk

Should you have any questions or comments regarding any items on this agenda, contact the Village Clerk at 414- 847-2608. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of all individual abilities.

The Village Board of Shorewood currently holds meetings in person at Village Hall, or an alternative physical location as allowed by the Village Code. As a courtesy to citizens, Board meetings will also be made available live on the Zoom virtual platform for viewing and possible participation. However, the Village cannot guarantee the technology supporting the virtual viewing option will operate perfectly and continuously, or that the platform will work with every computer or mobile device. The only way to guarantee the ability to offer public comment, or view the Board meeting uninterrupted, is to appear in person. If the Zoom platform fails, the meeting will continue as scheduled.



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO PUBLIC WORKS COMMITTEE

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**Agenda Item:** 2025 Capitol Drive pedestrian improvements initiative: consider draft pavement marking policy (meeting #7)

**Date:** April 7, 2025

**Presenter:** Leeann Butschlick, Director of Public Works

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**History:** *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is not relevant history, N/A should be entered in this space.*

<a href="#">7/3/2023</a>	<a href="#">Capitol Drive Transportation and Parking Request program application</a> received
<a href="#">8/7/2023</a>	Village Board Public Works Committee reviews request; advances to Village Board without recommendation
<a href="#">9/5/2023</a>	Village Board reviews application requests and directs staff to install pedestrian signage, Rectangular Rapid Flashing Beacons (RRFB) at Newhall and approves pedestrian engineering analysis required for proposed elimination of pedestrian crossings, speed limit reductions and installation of physical barriers in medians and temporary bumpouts/bollards.
<a href="#">10/16/2023</a>	Village Board approves <a href="#">Task Order 2023-04</a> for Capitol Drive (STH 190) Pedestrian Crossing and Speed Evaluation
<a href="#">11/6/2023</a>	Village Board approves <a href="#">TAPR request to install Accessible Pedestrian Signals</a> at the intersection of Oakland and Capitol
<a href="#">2/19/2024</a>	Pedestrian Crossing and Speed Evaluation Study <a href="#">report</a> presented to Village Board ( <a href="#">presentation</a> )
<a href="#">4/15/2024</a>	Village Board directs the Public Works Committee to develop 2025 initiative for Capitol Drive pedestrian improvements
<a href="#">5/20/2024</a>	PWC approves <a href="#">2025 Initiative Request Form</a> addressing Capitol Drive pedestrian improvements
<a href="#">1/6/2025</a>	PWC reviews initiative and considers advancement of speed limit reduction request
<a href="#">1/22/2025</a>	PWC reviews current pavement marking practices and directs staff to draft pavement marking policy for future review
3/3/2025	PWC begins review of pavement marking policy components (marking type)
3/17/2025	PWC reviews pavement marking policy components (marking frequency)

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**Agenda Item Discussion** – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Please find attached a draft of proposed Policy #50 Pavement Markings. This document incorporates direction from the Public Works Committee at its March 17 meeting:

- Paint markings on non-arterial roadways should be maintained every other year.
- Current epoxy markings should be maintained in epoxy.

Please note, though no specific direction was given regarding new markings in major infrastructure projects, staff incorporated the current practice of new construction markings in an epoxy material.

**Fiscal Note** – *If applicable, please address the financial impacts of the item.*

Also attached, please find staff’s very general projections of costs associated with the policy as proposed. Please note the calculations use a three percent inflation multiplier based on 2023 and 2024 actual costs, 2025 contract costs and 2026 engineering costs estimates.

The cost projections also assume – based on PWC discussion – that given typical traffic volumes and observed wear, Capitol Drive crosswalks and stop bars are marked every three years. All other principal and minor arterial roadways are marked in five-year cycles. Changes to this assumption will impact the cost projections.

Please note that the proposed policy has an inflation-adjusted projected 10-year average annual cost of \$100,344. Continuing current marking practices results in a \$114,449 10-year average annual cost.

Future budgets will be limited by the percentage of net, new construction and additional debt to remain in compliance with levy limits. Some facts to consider:

- Over the last decade the Village has on average raised property taxes 1.13% annually, except for 2025.
- While last year the Village increased property taxes approximately 6.77%, this was only possible due to unutilized levy capacity accumulated over prior budget years.
- A 1% increase in property tax levy equals approximately \$134,500 in property tax increase.
- Last year the net new construction (approximate annual future limit for property tax increase) for the Village was 0.74% or \$99,200.
- From a fiscal perspective, an annual cost of \$100,000 for pavement markings moving forward would assume all other costs remain the same from the prior year, which is not likely simply due to inflation.

**Community and Business Outreach** – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in the attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes                       No

*If Yes, identify how and what community groups and businesses were notified.*

The original petitioner and the Village’s Parks and Public Spaces Committee were notified of this meeting.

**Action Required / Recommended** – *Please include the recommended motion or possible actions for this agenda item.*

To recommend the draft policy to the Village Board:

*I move that Policy #50 – Pavement Markings be forwarded to the Village Board for approval.*

**Attachments:**

1. Village Policy #50 – Pavement Marking
2. Estimated marking costs, 2025-2034

ESTIMATED MARKING COSTS (3% annual inflation)  
as per proposed Policy 50

	Total Marking Cost	Paint	Epoxy	Expoxy Locations
2025	\$24,976.47	\$24,976.47	\$0.00	
2026	\$166,943.08	\$26,497.54	\$140,445.55	Capitol crosswalks, stop bars
2027	\$26,497.54	\$26,497.54		
2028	\$63,851.60	\$28,111.24	\$35,740.36	Wilson
2029	\$213,315.01	\$28,111.24	\$185,203.77	Downer; Capitol crosswalks, stop bars
2030	\$131,679.18	\$29,823.21	\$101,855.96	Lake
2031	\$136,418.46	\$29,823.21	\$106,595.25	N Oakland
2032	\$239,564.86	\$31,639.44	\$207,925.42	Capitol crosswalks, stop bars
2033	\$71,865.54	\$31,639.44	\$40,226.09	Wilson
2034	\$69,378.34	\$32,588.63	\$36,789.71	Downer
	\$1,144,490.08	\$289,707.96	\$854,782.12	

10 Yr Ave budget impact                      \$114,449.01



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO COMMUNITY & BUSINESS RELATIONS COMMITTEE

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**Agenda Item: Consider accepting a pilot block party permit application for N. Morris roadway closure for Trick-or-Treat in 2025.**

**Date: April 7, 2025**

**Presenter: Rebecca Ewald, Village Manager**

**Department: Village Manager's Office**

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### History

The Village has prohibited block parties on specific streets in the Village by ordinance for several decades, see [462-6H](#).

November 4, 2024 – Under Future Items of Consideration on the Village Board agenda, Tr. Ircink moved, seconded by Tr. Lynn, to have the Community & Business Relations Committee review the closing of streets for 2025 Trick or Treat. Motion carried 6-0.

[January 6, 2024](#) – the Committee desired to explore the feasibility of closing N. Morris during Trick-or-Treat and would like the Police Department, Fire Department and Public Works Department to be present at a future meeting to review the logistics of closure.

[February 3, 2025](#) – It was noted that the closure would require amendment of the Village's ordinance for block party closure. Tr. Ircink requested time to speak with his neighbors to get their input before moving forward. Block parties are approved on a first come, first serve basis. There are block parties that request closure for Trick-or-Treat events, so it would be best to provide advisement by spring. Tr. Ircink moved to defer N. Morris roadway closure for Trick-or-Treat. Tr. Couto seconded. Motion carried 2-0.

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### Overview

Any roadway closure on Morris requires amendment of the current ordinance.

Should the Village Board decide to close Morris, attached is a map that identifies recommended hard closures on Morris between Capitol Drive and E. Olive street, with type-two barricades and closures on Olive/Woodruff and Lawnwood/Morris in advance of the hard closures.

Closure is suggested to be completed by way of [Block Party Permit](#). This allows the block party chair or organizer to alert and solicit the cooperation of the street's residents. While it is not necessary to obtain a signature from every household on the street, it is important that each household be informed of the planned closure as this step advises the Village that there are no objections to the street being closed. In this circumstance, the permit chair should specify what a resident should do to signify that the residence is not participating. Candy shall be provided by participating residents.

Block parties are limited to (5) over a weekend (Friday-Sunday) due to the number of barricades available. The Village allows permit holders to procure their own type-two barricades if there are not enough available. The Village will need to monitor where closures occur, to ensure there are sufficient detour routes available, particularly for those streets such as Morris that have not previously closed due

to high traffic volume. The Police Department will require the permit holder to place large vehicles behind the closure barricades when two high traffic volume streets are impacted by closure. In the case of closing Morris, barricades and large vehicles are requested for place at the closure of Morris/Capitol.

The approach provides a permitting option within the means of current staffing, except for additional police support at the intersection of Capitol/Morris. Staff do not believe closure during trick or treat on more than one high traffic street is within our staffing capacity without additional resources. A member of the North Shore Fire Department (NSFD), Shorewood Police Department and Public Works Department will attend the meeting to address any questions.

Following the February 3 meeting, Tr. Ircink received support from seven neighbors on Morris Blvd. for trying the street closure this year. He suggested also closing Kenmore from Woodburn to Morris.

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**Financial Impact** – based upon the recommendations above, the Village anticipates an additional patrol officer to be staffed during trick or treat to monitor the intersection of Capitol/Morris closure.

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**Possible motions:**

The Committee is requested to consider a recommendation to the Village Board to accept a block party permit to pilot street closure during 2025 Trick-or-Treat.

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**Attachments:**



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO THE COMMUNITY & BUSINESS RELATIONS COMMITTEE

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**Agenda Item: Discussion and possible action on Fourth of July parade route.**

**Date: April 7, 2025**

**Presenter: Chris Anderson, Assistant Village Manager Department: Village Manager's Office**

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### History

2022 – Fourth of July parade cancelled due to inclement weather.

July 4, 2023 – Long-standing parade route (from Oakland/Kensington to Oakland/Edgewood) used for the 2023 Fourth of July.

April 4, 2024 – Planning meeting for modified Fourth of July parade route with Fourth of July event coordinator, Shorewood Police Department, Department of Public Works, and Assistant Village Manager. Maps of options were created and a new, ideal route was selected.

Summer 2024 – Modified parade route shared with community via the Summer issue of Shorewood Today magazine, Village Manager's Memo, and social media posts.

July 1, 2024 – Meeting scheduled to discuss the modified Fourth of July parade route with Village departments and Trustees Couto and Stokebrand.

January 27, 2025 – Meeting with Trustees Couto and Stokebrand to discuss the 2025 Fourth of July parade route planning.

February 3, 2025 – Discussion of route at Community and Business Relations Committee, recommended to full Village Board for discussion ([link](#), pp. 27).

February 17, 2025 – Motion to have discussion referred back to the Community and Business Relations Committee to review the additional information requested from Village staff ([link](#), pp. 74).

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### Overview

After discussion by the Village Board at the February 17 meeting, the Community and Business Relations Committee was asked to review the 4<sup>th</sup> of July Parade route with additional financial considerations. Ideas brought up by Village Board members included understanding the cost of adding barricades and staffing to keep the original parade route (Oakland Ave. from Kensington to River Park, approx. 1.2 miles). In addition to these components, Village Staff heard from the Elder Services Advisory Board that the needs of older adults in the community be considered in activities that are planned for the day.

Considering this point, staff brainstormed ways to locate a shuttle service for the day's events so there is an opportunity to help seniors who would potentially avoid the parade or day's events due to mobility issues. A call to **Harbor Chase** led to getting connected to their Director of Life Enrichment and she has **offered to partner with the Village and provide shuttle service for the day** to folks living at Harbor Chase and adding a stop to pick up residents at River Park Apartments. Previous discussions regarding

seating and shade at Atwater Elementary School are forthcoming with the 4<sup>th</sup> of July event coordinator so this too can be addressed.

It has been previously articulated to the Village Board that given existing staffing constraints (Police Dept. and DPW), the number of barricades currently owned by the Village, and mitigating risk by avoiding the crossing of Capitol Dr. (following parade best practices), the modified parade route used in 2024 (Oakland Ave. from Kensington to E. Elmdale Ct., ending at Atwater Elementary School, approx. 0.8 miles) is advised by staff.

<b>Conditions to maintain the <u>modified</u> parade route (route from 2024)</b>	
<b>Need</b>	<b>Cost associated</b>
50 Class 3 barricades	\$0 – currently owned by the Village
(3) DPW personnel to staff events- relies on staff volunteering for overtime	\$2,500 – absorbed within budget
PD staff members for event and patrol operations	\$4,000 OT – absorbed within budget
<b>TOTAL:</b>	<b>No additional cost</b>

Based upon feedback from the Village Board at the meeting on February 17, staff was requested to gather financial considerations to return to the previous parade route. In order to host this particular route safely, the Police Department recommends a robust plan for Jersey Barrier deployment and the addition of private security guards to staff barricades and access points.



Fig. 1 Concrete Jersey Barrier

Additionally, the longer route is not recommended by staff as written in the memo within the Village Board packet entitled *“Parade Route Safety and Security Best Practices: Mitigating Vehicle-Based Attacks Within Resource Constraints.”*

Selection from memo: “An extended route significantly increases the number of potential entry points for a vehicle-based attack. Equipment, resource, and staffing deficiencies create “soft targets” which are much more difficult to monitor and secure. A longer route and multiple points of road closures/detours increases response times for emergency vehicles in the event of an incident”.

<b>Conditions to revert to historic parade route (following PD recommendations and research by DPW)</b>	
<b>Need</b>	<b>Cost associated</b>
Purchase an additional 64 Class 3 barricades	\$250 ea. - \$16,000
Purchase of 20 Jersey Barriers	\$660 ea. - \$13,200
Purchase of 11 roll up “Road Closed Ahead” signs	\$280 ea. - \$3,080
Purchase of 15 roll up “Road Closed” signs	\$280 ea. - \$4,200
Rental of digital message board	\$2,000
Private unarmed security to augment existing personnel	\$875 (\$35 per hour, 4-5 hours, 4 guards)
<b>TOTAL:</b>	<b>\$39,355</b>

## **Contents of 2/17/2025 memo:**

For many years, the Fourth of July parade route has run along Oakland Ave. from Kensington to Edgewood, terminating at River Park. While arguably a tradition on its own, modification of the parade route came after debriefing with Village departments on the 2023 parade.

Issues of note from staff centered around the following:

- Staff capacity for resetting barricades (all Village owned barricades used with longer route) along the roughly 1.2 mile route to be immediately repurposed for the fireworks display at Atwater Park
- Closure of Capitol Dr. (a state highway) for a duration of about 2.5 hours still poses potential risks to safety (examples include recent catastrophic events in New Orleans and Waukesha)
- Modifying the route eliminated other closures and monitoring from the already sparse DPW and PD staffing complement, which resulted in efficiencies

The initial benefit of modifying the parade route last year was that any scenario calls for all Village owned barricades to be used, there was no lapse in time to set barricades for the Lake Dr. closure for the fireworks later that day. The shorter route allowed Village DPW staff to simply remove barricades from the parade closure and be immediately ready for the closure at Lake Drive for the fireworks- rather than completely taking down all barricades used for the longer route then place them at the closures needed for the fireworks display.

Another benefit of changing the parade route was a partnership with the Shorewood School District and the “block party” environment that existed at Atwater Elementary School’s playground and baseball field after the parade. Anecdotally, it seemed like more folks stayed at the event longer than they had in past years at River Park since there were more activities in place (food vendors, community partners, and of course, Cedarcrest Ice Cream).

The final benefit of changing the parade route was to reset the habit of the community as it relates to the parade, since it has been known for some time that Oakland Ave. will be reconstructed in 2026. In 2024, the community was asked to be nimble as we tried something new, and it set the stage for trying different routes in the future.

Village staff intends to use the 2024 route for planning the 2025 activities. If the committee desires an alternate path, a recommendation can be made to the Village Board.

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### **Financial Impact:**

No financial impact if the 2024 route is used, otherwise the cost for additional materials and staffing would be approximately \$40,000.

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### **Possible motions:**

Recommended motion: *“I move to recommend the modified 2024 parade route and associated activities to the full Village Board for approval.”*

Alternate motion: *"I move to recommend the previous parade route and associated activities to the full Village Board for approval."*

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**Attachments:**

1. Shorewood Police Department Memorandum: Safety and Security Best Practices
2. 4<sup>th</sup> of July maps and barricade inventory
3. Peer municipalities parade routes

## **Parade Route Safety and Security Best Practices: Mitigating Vehicle-Based Attacks Within Resource Constraints**

This memo outlines best practices for ensuring the safety and security of the annual parade route, specifically addressing the growing concern of vehicle-based attacks while operating within the limitations of current police staffing and resources. A comparative analysis of past parade routes, particularly the 2021 plan and the modified 2024 route, highlights the enhanced security and manageability of the shorter, revised route. This memo also explores potential alternative safety measures and addresses the feasibility of private security deployment.

### **Introduction:**

For the 2024 July 4th parade, the parade route was changed after consultation with the police department in late 2023/early 2024. The new route eliminates the need to cross E. Capitol Drive, a state highway requiring a permit for closure. This change also addresses previous issues with the parade's length, staffing capacity, and resource allocation.

While the new route may be considered less convenient or equitable, it prioritizes public and participant safety. Managing security for a parade crossing a state highway presents significant challenges, particularly in controlling access points and preventing potential threats.

The threat of vehicle incursions into public gatherings, whether intentional or unintentional, necessitates a robust security strategy. Potential threats include:

- **Intentional Attacks:** Terrorist acts, extremist protests, individuals experiencing mental health crises, road rage incidents due to road closures, and suspects fleeing law enforcement.
  - **2006** – Chapel Hill, North Carolina: 9 injured
  - **2016** – Nice, France: 400 injured, 86 dead
  - **2016** – Berlin, Germany: 60 injured, 11 dead
  - **2017** – Stockholm, Sweden: 15 injured, 4 dead
  - **2017** – Charlottesville, Virginia: 12 injured, 8 dead
  - **2021** – Waukesha, Wisconsin: 62 injured, 6 dead
  - **2025** – New Orleans, Louisiana: 57 injured, 14 dead

- **Unintentional Incidents:** Disoriented drivers, unfamiliarity with the area, and impaired driving.

The police department's primary responsibility is community safety and well-being. Taking into consideration the current threat landscape, vehicle-related incidents are a serious concern. The department aims to prevent such incidents through planning, preventative measures, and protective actions. These measures include separating pedestrian pathways from traffic lanes, deploying adequate law enforcement personnel, implementing physical barriers to prevent vehicle intrusion, and minimizing vehicle traffic within secured areas, typically through controlled access points.

Given the police department's current resources (seven operational marked units and a CSO/Parking Jeep) and staffing limitations, a strategic approach is crucial.

#### **Current Staffing and Operational Schedule:**

- **Day Shift:** One sergeant, one officer, and one overtime officer. Extended to cover the initial portion of the Early Shift.
- **Early Shift:** One sergeant and three officers (with potential overlap from Day Shift). Extended to assist with patrol operations until approximately 3:00 AM.
- **Late Shift:** Officers begin overtime four hours prior to their regular shift (7:00 PM) to bolster patrol operations.
- **CSO:** Overtime at 10:00 AM to assist with setup and parking enforcement.

#### **Parade Timeline and Operational Requirements:**

- 10:30 AM: Sergeant checks barricade staging.
- 1:00 PM: Day shift assists with Atwater Beach closure.
- 2:00 PM: Parade setup and road closures begin; ticket/tow vehicles.
- 3:00 PM: Parade commences.
- Post-Parade: Officers assist DPW with barricade relocation to Lake Drive for fireworks.
- 5:30 PM: Lake Drive closure (dependent on parade completion).
- 6:00 PM: Early Shift officers assigned to fireworks duty.

#### **Resource Analysis and Route Comparison:**

- **2021 Route (River Park Finish):**

- Required excessive squad deployment, exceeding available resources by at least four units.
- Left areas south of Capitol Drive and access points like Morris/Capitol and Menlo/Oakland vulnerable to unauthorized entry.
- Barricades were easily moved by unauthorized persons.
- Waukesha Incident: The 2021 incident in Waukesha highlighted the dangers of not having a hardened route, and the weakness of plastic barricades in high wind situations.



- **2024 Modified Route (Atwater School Finish):**

- Shorter, more manageable route.

- Enhanced security through controlled access to Oakland Avenue while maintaining Capitol Drive access.
- Reduced squad requirements, freeing up resources for other critical tasks.
- Allows for one squad to be placed at Murray/Capitol to allow approved access to the school parking lot.
- Free up a supervisor to monitor the event.

## **Summary**

An extended route significantly increases the number of potential entry points for a vehicle-based attack. Equipment, resource, and staffing deficiencies create “soft targets” which are much more difficult to monitor and secure. A longer route and multiple points of road closures/detours increases response times for emergency vehicles in the event of an incident. Overtime expenditures will likely exceed \$4,000 but still does not factor the staffing positions for the parade left vacant with an extended route. The Police Department recognizes and appreciates the concerns of accessibility for individuals with disabilities or mobility impairments and supports alternative considerations, besides a lengthened route, to include those Village residents.

The shortened and modified route with an Atwater School finish is a reasonable and prudent measure to address the safety and security issues identified by the Police Department and Public Works. Should a security incident occur, liability for the Village may exist if preventative measures were not sufficiently addressed and there was a failure to conduct a thorough risk assessment, failure to implement adequate security measures, and failure to identify and avert a foreseeable risk, based on recommendations from the Police Department and Public Works. Public safety should be prioritized when making final determinations as to the parade route.

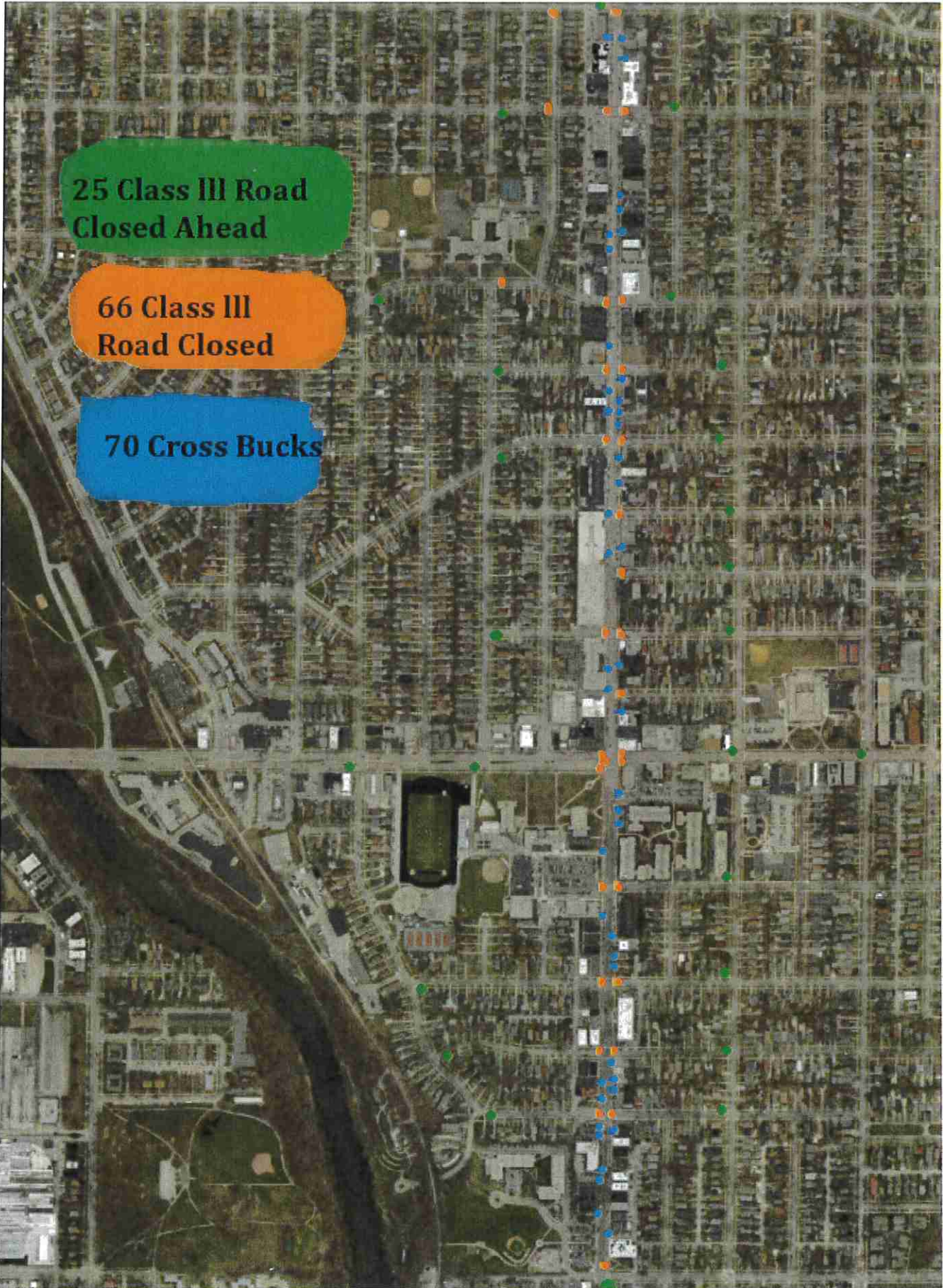
## **Proposed Security Measures and Alternatives:**

- **2024 Route Implementation:** Continued use of the modified route with strategic barricade placement and potential DPW truck deployment to secure Oakland Avenue.
- **Return to Longer Route (If Desired):**
  - Deployment of concrete Jersey Barriers (requires additional labor and equipment).
  - Pursuit of state permits to close Capitol Drive (potential traffic congestion and resident concerns).

- A combination of Jersey Barriers on the south end of Oakland and the closure of Capitol Dr. would be the most secure, but still not 100% secure.
- **Private Security:**
  - Utilize private security guards to supplement police presence at barricades and access points.
  - Estimated cost: \$35 per hour (minimum 4-5 hours per guard)
    - Unarmed

**Recommendations:**

- Maintain the 2024 modified parade route due to its enhanced security and efficient resource utilization.
  - Consider route change for 2026
- Consider the deployment of DPW trucks in conjunction with barricades to further harden the route.
  - DPW to address this recommendation
- Continue to monitor and adapt security plans based on evolving threats and available resources.
- Any plan to return to the longer route must include a robust plan for Jersey Barrier deployment, or a combination of Jersey Barriers and the closing of Capitol Dr.



July 4th Parade Barricade Map

9/1 Class III

# 4th of July map



— Class III 19 Total   
 — No Parking   
 — Detour 4 TOTAL   
 — Road Closed Ahead 4 TOTAL

23 Class III



**From:** [Bayer, Nathan J.](#)  
**To:** [Rebecca Ewald](#); [Heather Wurth](#)  
**Cc:** [Miller, Kayla A.](#)  
**Subject:** Recommendation to  
**Date:** Thursday, April 3, 2025 4:20:17 PM  
**Attachments:** [image002.png](#)  
[image003.png](#)

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Manager Ewald and Chief Wurth:

I write in regards to the following agenda item set for the Community and Business Relations Committee to discuss next Monday:

**Community and Business Relations Committee - 7:00 pm**

- Consider accepting a pilot block party permit application for N. Morris roadway closure for Trick-or-Treat in 2025.
- Review July 4th parade route.

Regardless of what route the Board settles on, as attorney for the Village I would advise that the Committee and the Board accept the advice given to it by the Village's Chief of Police at a recent full Board meeting, and not extend the parade route across Capitol Drive. My notes from the meeting indicate that the Chief expressed general safety and security concerns with the old route, which ran from one end of Oakland Avenue in Shorewood to the other (and, by definition, across Capitol Drive). As I understand it, there simply aren't enough barriers, equipment, and staff to guarantee safety and security at that length of a route. My notes also indicate that **regardless** of the length of the route, crossing Capitol Drive is still a safety/security concern because that intersection cannot be completely shut down entirely during the parade. In other words, if the parade was only five blocks long but crossed Capitol Drive, Capitol would still be an area of safety/security concern. Chief Wurth, can you confirm that my notes are accurate in this regard?

Assuming my understanding is correct, and in light of recent vehicular violence at cordoned off streets both locally and nationally, I strongly suggest the Village accept the advice of its Police Chief in regards to the parade route safety/security parameters.

You can share this communication with the committee, and with your permission/approval, I would normally plan to attend the committee meeting. However, given the time of year a number of members of our regular municipal team will be on vacation next week so I won't know until tomorrow if I could attend the committee meeting, but I do plan on attending the full Board meeting when this comes up again.

Thank you and have a good afternoon.

**Nathan J. Bayer | Shareholder**

NBayer@CrivelloLaw.com  
Direct:414-290-7505



**Crivello, Nichols & Hall, S.C.**

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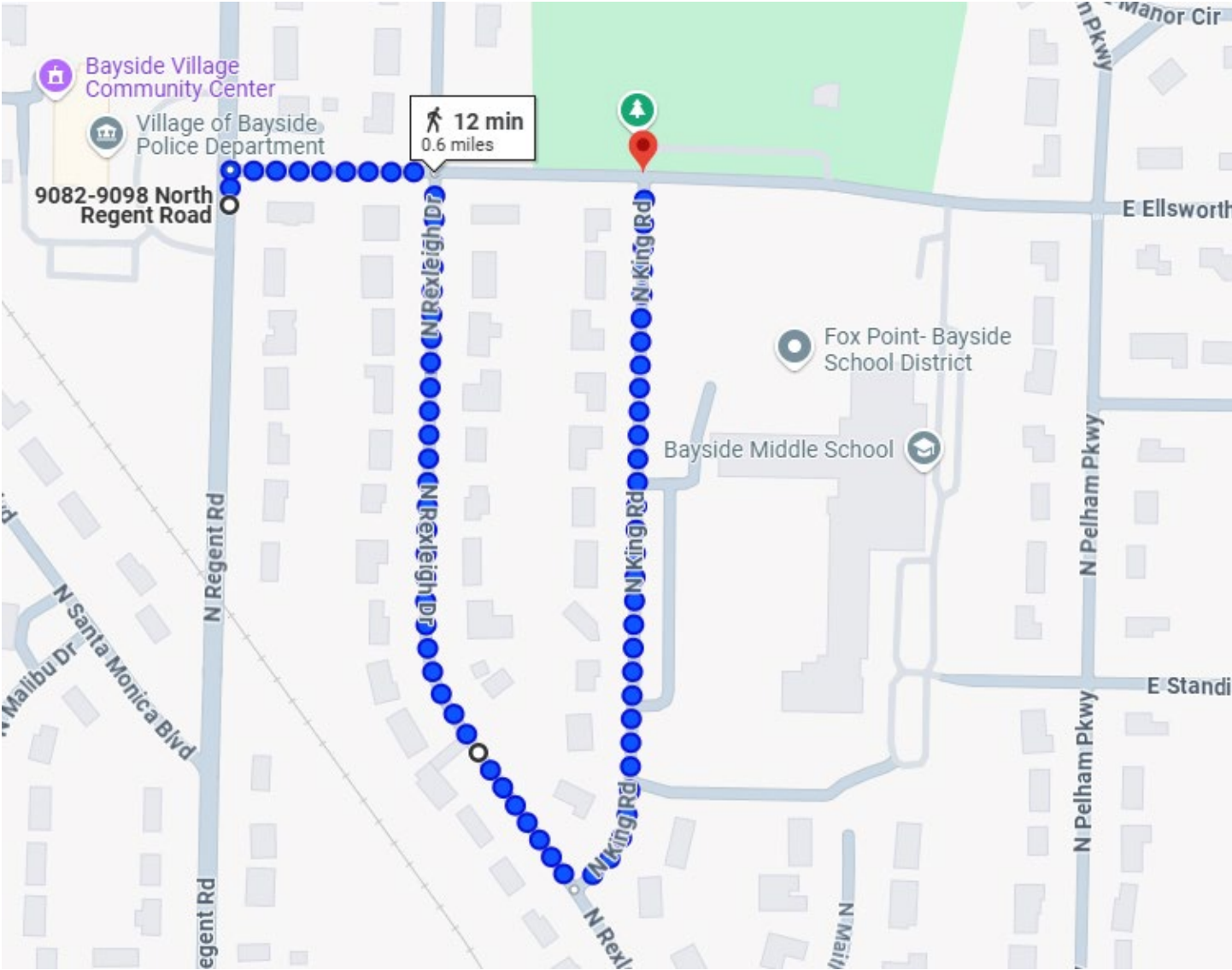
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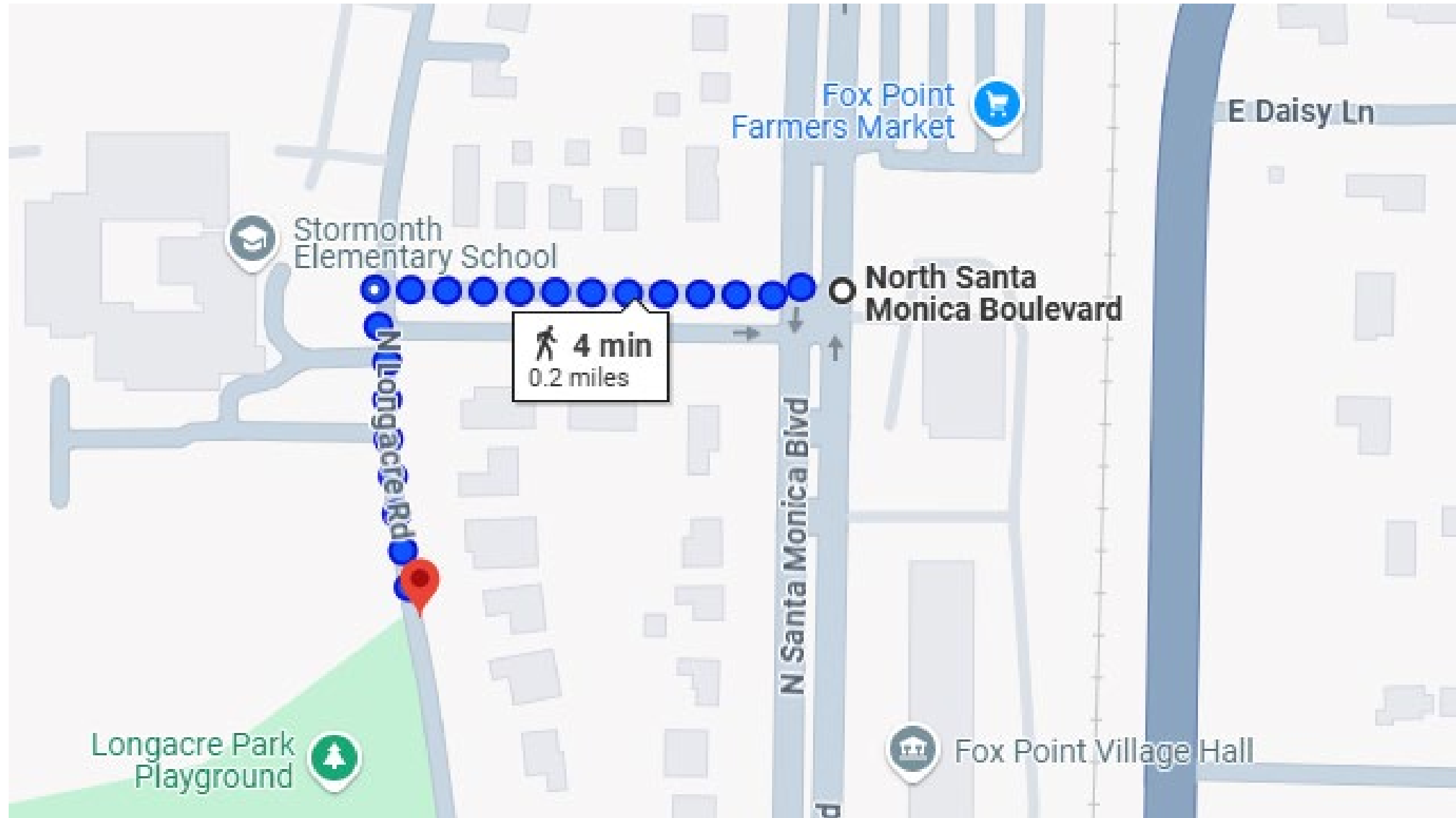
**VILLAGE OF SHOREWOOD  
DEPARTMENT OF PUBLIC WORKS  
TRAFFIC CONTROL DEVICES  
INVENTORY**

<b>QUANTITY ON HAND</b>		<b>DEVICE TYPE</b>	<b>Condition</b>
30		Type I with Light Metal	Fair
6		Type I with Light Plastic	Fair
12		Type I without Light Plastic	Fair
2		Type I with Light Narrow	Fair
2		Type I Sidewalk Closed	Fair
2		Type I Arrow	Fair
3		Type I Detour	Poor
28		Orange Traffic Barrels	Fair
85		Traffic Diverters (Tall Thin Cones)	Good
96		A-Frame Wood Base	Poor
89		Type I 10FT Crossbucks	Poor
14		6FT Type III Wood and PVC	Poor
50		6FT Class III Barricades	Good
6		8FT Class III Barricades	Good
4		Large Foldable Road Closed Ahead Metal	Poor
1		Right Lane Closed Metal	Poor
4		Road Construction Ahead Metal	Poor
2		Road Work Ahead Vinyl Roll Up	Good
2		Men Working Vinyl Roll Up	Good
1		Road Closed Vinyl Roll Up	Good
1		Utility Work Ahead Vinyl Roll Up	Good
4		Folding Bases (Metal)	Good
2		Arrow Boards (Tailer Attachment)	Good
1		Fresh Oil Vinyl Roll Up	Good
1		Left lane closed ahead Vinyl Roll Up	Good
1		One Lane Closed Ahead Vinyl Roll Up	Good
18		Event Refuse Carts	Good
** GOOD - FAIR - POOR			

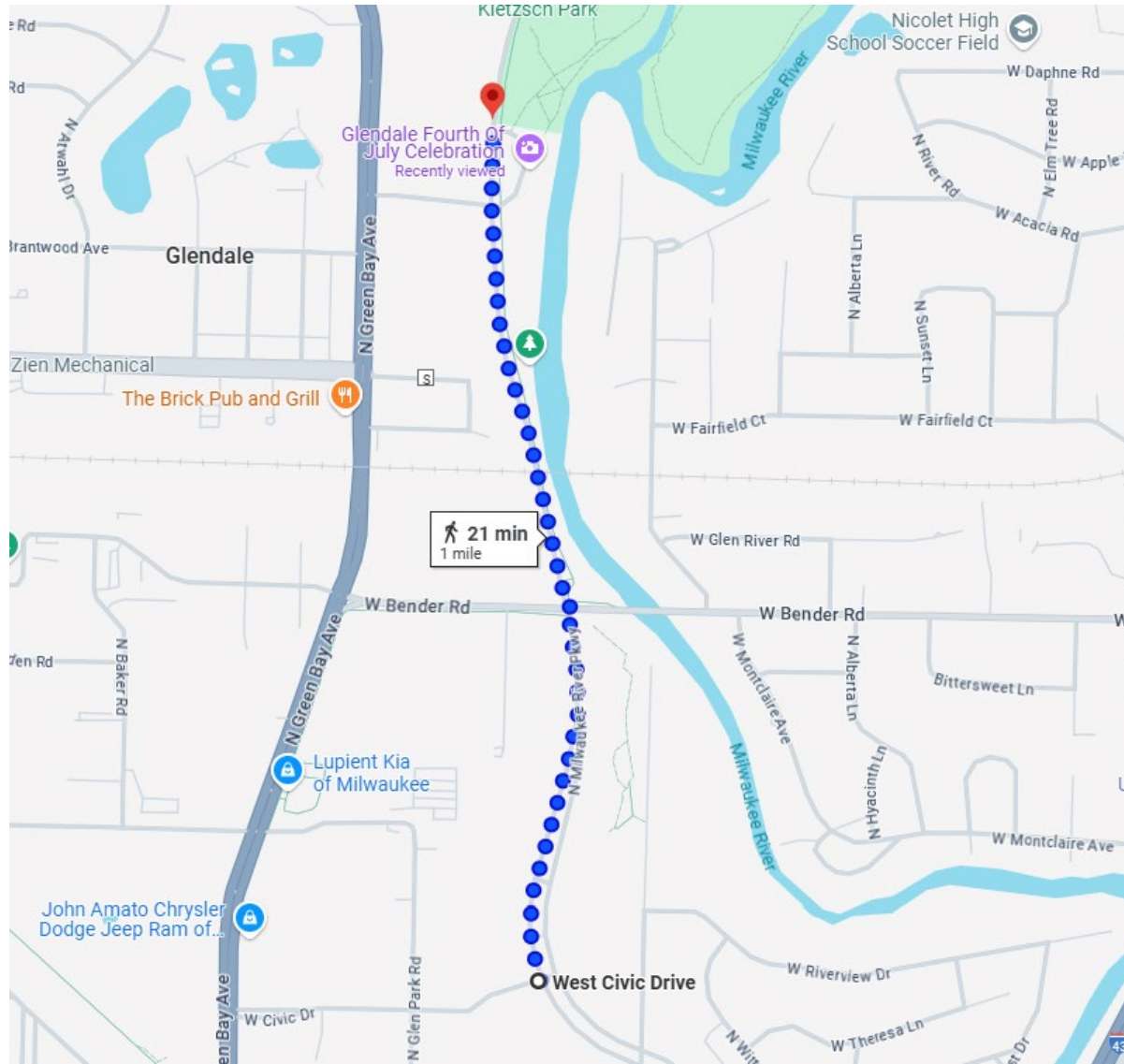
# Bayside Parade: 0.6 miles



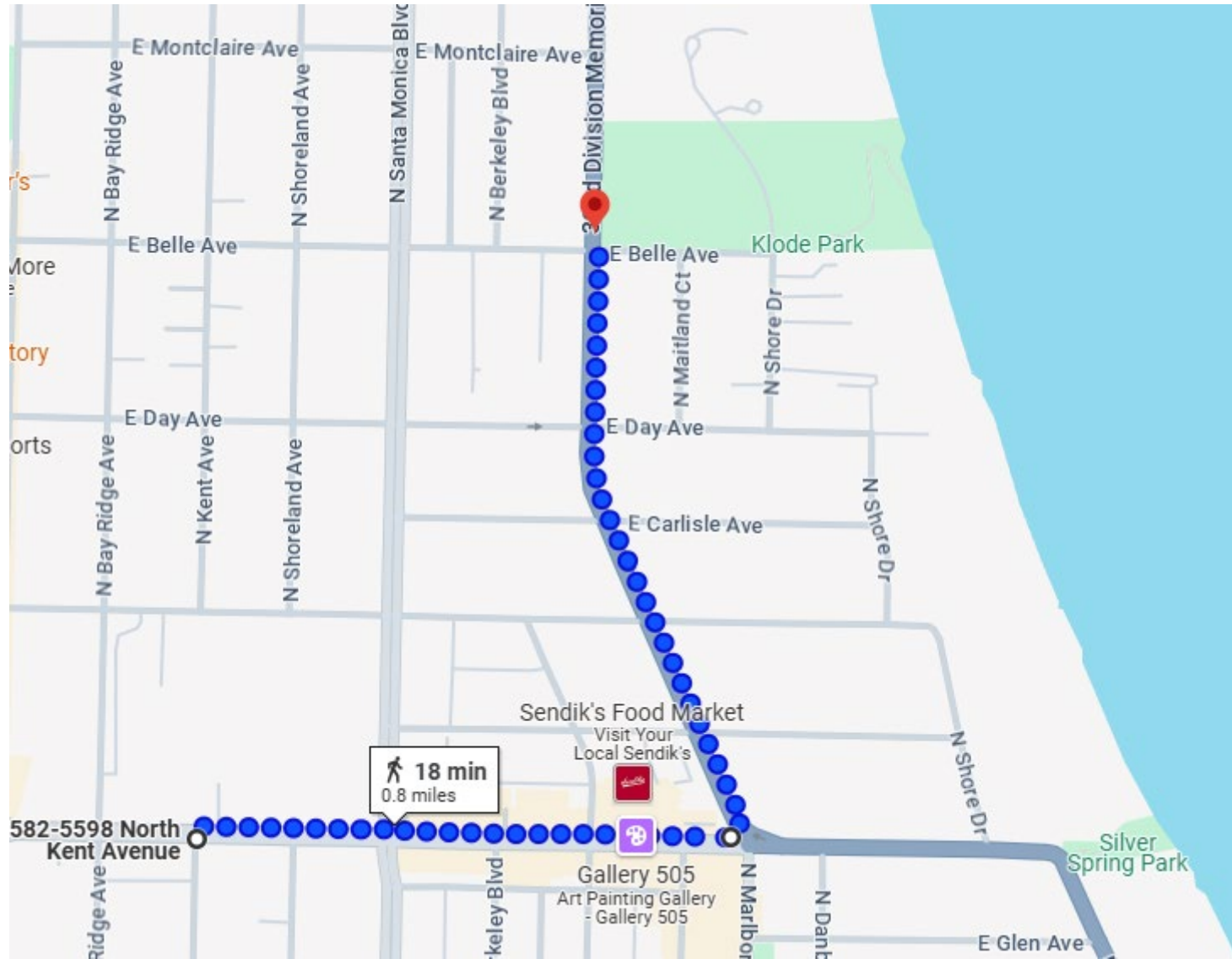
# Fox Point Parade: 0.2 miles



# Glendale Parade: 1.0 mile



# Whitefish Bay Parade: 0.8 miles



**Information not available:  
Brown Deer  
River Hills**



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD

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**Agenda Item: Credit Card Fee Policy for Public Payments**

**Date: May 7, 2025**

**Presenter: Finance Director**

**Department: Finance Director**

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### Executive Summary of Policy

This policy sets guidelines for handling credit card fees on public payments to ensure transparency, consistency, and compliance with Wisconsin law.

### Key Points:

- **State Law:** The village can either pass credit card fees to customers or cover them, as allowed by Wisconsin law.
- **Where It Applies:** Fees may be added to payments like property taxes, permits, fines, and other services.
- **Utility Bills:** No extra credit card fees will be added to utility bills since these costs are already included in rates set by the Public Service Commission.
- **Fee Details:** A small fee (e.g., 3%) may be added to credit card payments to cover processing costs. The village does not make a profit from this.
- **Other Payment Options:** Residents can choose other ways to pay if they want to avoid fees.
- **Exceptions:** Fees may be waived in special cases, like emergencies.
- **Ongoing Review:** The village will regularly check and adjust fees to match actual costs.

This approach ensures fairness while maintaining financial responsibility.

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Financial Impact: The fee is paid from proceeds received from the bond issuance for 2025 and will be part of future bond issuances, included as part of the pricing. The additional revenues to be recovered through the charges are estimated at approximately \$50,000.

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### Possible motion:

I move to recommend \_\_\_\_\_ be the next step(s) for adopting the Village's Credit Card Fee Policy for Public Payments.

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**Attachments:** Credit Card Fee Policy for Public Payments



<b>Policy No.</b>	<b>Page: 1</b>	<b>Page 1 of 2</b>
<b>Name: Credit Card Fees</b>		
<b>Authority: Shorewood Village Board</b>		
<b>Date of Issue:</b>	<b>Effective Date:</b>	

**Purpose** to establish guidelines for handling credit card fees associated with public payments made to the village government. It ensures transparency, consistency, and compliance with applicable laws and regulations.

**Compliance with Wisconsin State Law:**

- **Authorization:** Under Wisconsin Statutes § 20.905(1), municipalities may elect to pass credit and debit card processing fees on to customers as an addition to the total amount due or absorb the fees within their appropriations.

**Scope**

- This policy applies to all public payments made to the village government that involve the use of credit cards, including but not limited to:
  - Property taxes
  - Permits and licenses
  - Service fees (e.g., fines like parking, recreation fees)
  - Utility bills (*credit card fees are included in fee charged to ratepayers*)

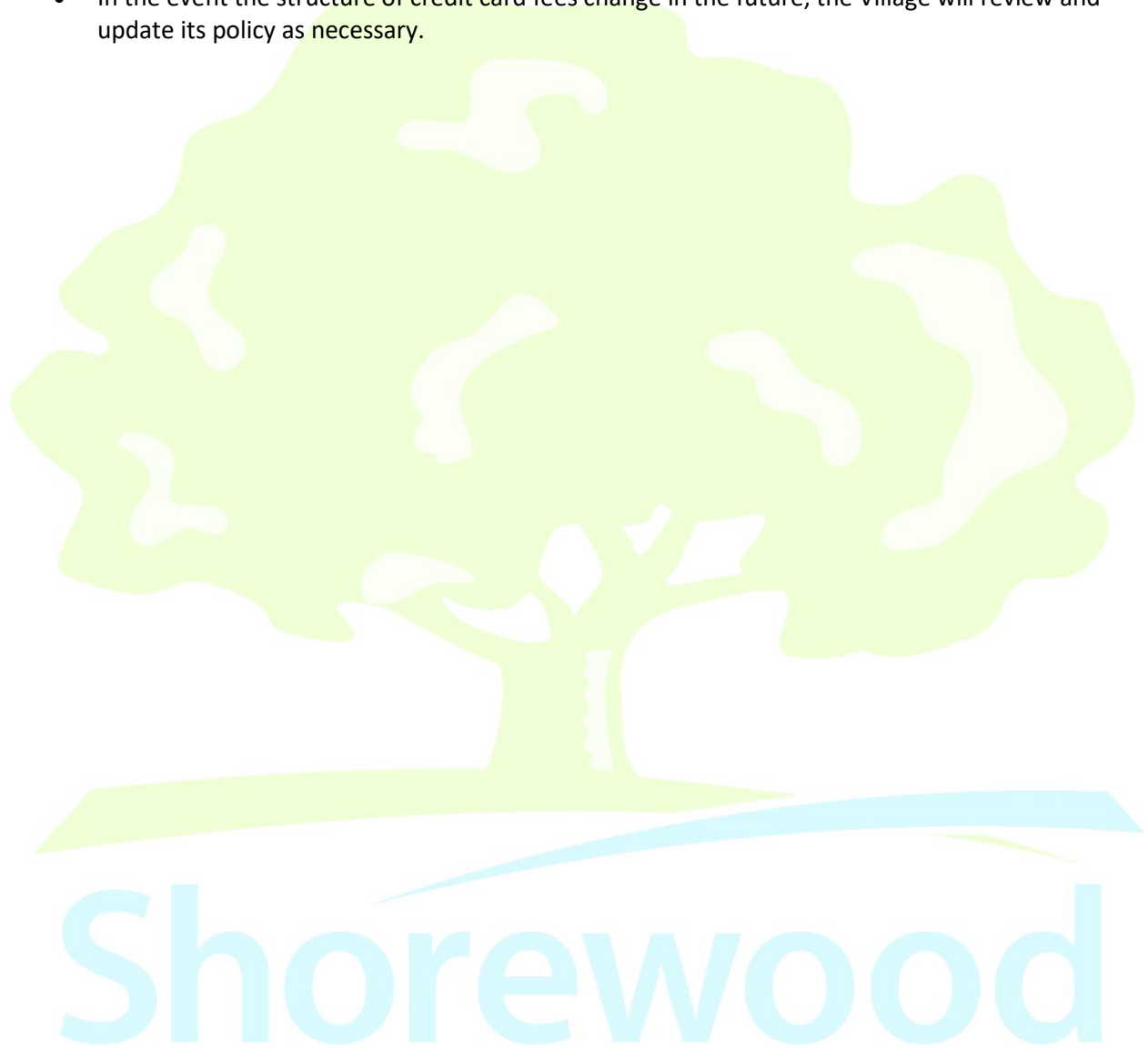
**Policy - Credit Card Payment Fees**

- **Fee Structure:** The village government may pass on a service fee for payments made by credit card. This fee is typically charged by the payment processor, not the government itself.
  - The fee should be a flat rate or a percentage of the transaction, based on the agreement with the payment processor.
  - The fee is a percentage of the total, which will be added to the subtotal on the transaction to recover only the amount charged to the Village for the transaction (e.g., 3%).
- **No Profit for the Village:** The government will not profit from credit card processing fees. The fee is only intended to cover the cost incurred by the payment processor for credit card transactions.
- **Options for Payment:** The village will continue to offer multiple payment options to the public to avoid penalties for those who prefer not to incur credit card processing fees.
- **Exceptions and Special Circumstances**
  - **Fee Waivers:** In certain cases, the village may choose to waive the credit card processing fee for specific types of payments at its discretion.

- **Emergencies:** In case of unforeseen situations (e.g., a technical issue), the village will work with the payment processor to ensure that fees are waived or refunded when necessary.

#### **Review and Adjustment of Fees and Policy**

- The village government will periodically review the processing fees to ensure they are aligned with the costs charged by the payment processor.
- In the event the structure of credit card fees change in the future, the Village will review and update its policy as necessary.



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD

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**Agenda Item: Voucher Report**

**Presenter: Paul Eilbes**

**Department: Finance**

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**Overview** – Consistent with the Village’s Policy #21, Purchasing and Accounts Payable, the attached reports have been prepared by the Finance Department for presentation to the Village Board.

In addition to providing the information required for the Village Board to maintain the general oversight of expenditures, these reports also serve to enhance the transparency of the Village’s expenditures of public funds by making these reports part of the public record.

Please feel free to contact me if there are any questions on specific items.

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**Vision 2025 Plan** – Financial Responsibility

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**Sustainability** – N/A

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**Recommended motion** – Move to accept the attached presentation of accounts reports.

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**Fiscal Note / Budget Impact** – To the best of our knowledge, these items have been processed in accordance with the Village’s purchasing policies as administered by the applicable department heads.

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**Attachments:** - Accounts Payable and Payroll Vouchers Summary  
Detailed Presentation of Accounts

**VILLAGE OF SHOREWOOD, WISCONSIN  
FINANCE OFFICE  
MEMO**

**DATE:** April 7, 2025  
**TO:** Budget and Finance Committee  
**FROM:** Finance Office  
**COPY TO:** Village Board  
**RE:** Accounts Payable and Payroll Vouchers for Presentation and Approval

Presented for your approval are the following accounts payable vouchers: 03/16/2025 - 03/31/2025

100 - General Fund		1,124,744.69
200 - Library		28,007.85
210 - Senior Services		3,397.80
230 - Shorewood Today Magazine		-
300 - Debt Service Fund		1,233,763.85
400 - Capital Projects Fund		21,216.34
430 - TIF #3		150.00
440 - TIF #4		150.00
450 - TIF #5		9,770.00
600 - Parking Utility Fund		942.61
610 - Water Utility Fund		549,332.89
620 - Sewer Utility Fund		843,022.48
700 - CDA		-
800 - Property Tax Fund		370.90
900 - Cash Fund		-
	<b>Subtotal:</b>	<u>\$ 3,814,869.41</u>
<b>PLUS:</b> Payroll vouchers per payroll register dated: 3/21/2025		222,130.56
		-
	<b>Grand Total</b>	<b><u>\$ 4,036,999.97</u></b>
	<b>Begin Ck #</b>	<b>End Chk #</b>
Accounts Payable Checks - North Shore Bank:	39955	39955
Accounts Payable Checks - Town Bank:	56611	56693
Accounts Payable Electronic Checks:	3222	3235
Payroll Checks:	2819	2819
Payroll Direct Deposits:	DD32266	DD32360
Payroll Electronic Check Remittances:	EFT2356	EFT2366

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 100 General Fund							
Dept 0000							
100-0000-15220	Prepaid Postage - Hassler	QUADIENT FINANCE USA,	POSTAGE LOAD - 03062025	BH3792413995	03/27/25	3,000.00	3229
100-0000-21150	Other Accrued Payables	LAW, INC. HEALTH TRUST	VEBA PREMIUMS - POLICE DEPT - MARCH	31653	03/26/25	180.00	56656
100-0000-21520	GENERAL CLASS	WI DEPT OF EMPLOYEE TR	MONTHLY RETIREMENT PREMIUMS - FEB	0053957	03/27/25	37,093.89	3233
100-0000-21520	PROTECTIVE SERVICE	WI DEPT OF EMPLOYEE TR	MONTHLY RETIREMENT PREMIUMS - FEB	0053957	03/27/25	39,035.53	3233
100-0000-21520	ADDITIONAL CONTRIBUTIONS	WI DEPT OF EMPLOYEE TR	MONTHLY RETIREMENT PREMIUMS - FEB	0053957	03/27/25	650.00	3233
100-0000-21530	Health Insurance Payable	WCA GROUP HEALTH TRUST	HEALTH INSURANCE PREMIUMS - MARCH	0017497382	03/27/25	122,270.10	3230
100-0000-21531	DENTAL VILLAGE PORTION	DELTA DENTAL PLAN OF W	DENTAL PREMIUMS - MARCH	2296304	03/27/25	5,043.58	3224
100-0000-21531	DENTAL VILLAGE PORTION	DELTA DENTAL PLAN OF W	DENTAL PREMIUMS-RETIREES-MARCH	2296305	03/27/25	787.74	3224
100-0000-21580	Garnishments Payable	KOHN LAW FIRM SC	CASE NO. 23SC029199 KLF# W124438	03212025	03/26/25	562.14	56653
100-0000-24213	Sales Tax Due State	WI DEPT OF REVENUE - S	SALES TAX - FEBRUARY	02282025	03/27/25	2,505.24	3234
Total For Dept 0000						211,128.22	
Dept 1100 Board							
100-1100-51900	President League registrat	LEAGUE OF WISCONSIN MU	President League registration	02/28/2025	03/24/25	30.00	3222
Total For Dept 1100 Board						30.00	
Dept 1200 Court							
100-1200-45120	RESTITUTION RECEIVED 03/17	CORANETTE LATRICE STEP	RESTITUTION RECEIVED - CODY JAMES H.	8N8044NQ8J	03/26/25	900.00	56631
100-1200-51900	Professional Education	KIRCHNER, MARGO S.	REIMBURSEMENT MUNICIPAL JUDGES CONF	03202025	03/26/25	485.21	56651
100-1200-51900	Professional Education	WI SUPREME COURT	CONTINUING EDUCATION 2025	680-0000001618	03/26/25	800.00	56693
100-1200-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2025 - INSTALL	3175811	03/26/25	20.65	56675
Total For Dept 1200 Court						2,205.86	
Dept 1410 Manager							
100-1410-52990	Village Manager's Memo circ	EIG*CONSTANTCONTACT.CO	Village Manager's Memo circulation	02/28/2025	03/24/25	88.00	3222
100-1410-53100	office supplies	AMAZON MKTPL*0X3VI4DT3	office supplies	02/28/2025	03/24/25	33.19	3222
100-1410-53100	canvas print	EASY CANVAS PRINTS	canvas print	02/28/2025	03/24/25	42.68	3222
100-1410-53100	canvas print	EASY CANVAS PRINTS	canvas print	02/28/2025	03/24/25	42.68	3222
100-1410-53100	canvas print	EASY CANVAS PRINTS	canvas print	02/28/2025	03/24/25	81.39	3222
100-1410-53100	canvas print	EASY CANVAS PRINTS	canvas print	02/28/2025	03/24/25	26.43	3222
100-1410-53100	storage containers	TARGET.COM *	storage containers	02/28/2025	03/24/25	105.90	3222
100-1410-53140	Shorewood Today software -BC.*BASECAMP 2 2870262		Shorewood Today software - monthly	02/28/2025	03/24/25	35.00	3222
100-1410-53140	Shorewood Today software -BC.*BASECAMP 2 2870262		Shorewood Today software - monthly	02/28/2025	03/24/25	35.00	3222
100-1410-53200	Journal/Sentinel monthly s	GANNETT MEDIA CO	Journal/Sentinel monthly subscrip	02/28/2025	03/24/25	24.99	3222
100-1410-54130	Burkart Blitz Pizza party	DOMINO'S 2092	Burkart Blitz Pizza party - pizza	02/28/2025	03/24/25	29.89	3222
100-1410-54130	Chili Cookoff plates and u	METRO MARKET #893	Chili Cookoff plates and utensils	02/28/2025	03/24/25	10.77	3222
100-1410-54130	Burkart Blitz Pizza party	METRO MARKET #893	Burkart Blitz Pizza party - waters	02/28/2025	03/24/25	8.98	3222
100-1410-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2025 INSTALLMENT #2	3175810	03/26/25	12,995.10	56675
100-1410-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2025 - INSTALL	3175811	03/26/25	132.13	56675
100-1410-56110	surge protectors	Amazon.com*ZG9YN8C41	surge protectors	02/28/2025	03/24/25	43.36	3222
100-1410-56110	Computer/Printer Equip	ACP CREATIVIT, LLC	LENOVO HYBRID USB-C DOCK	INV291136	03/26/25	249.00	56611
100-1410-56130	rug	Amazon.com*5I7001SN3	rug	02/28/2025	03/24/25	177.77	3222
Total For Dept 1410 Manager						14,162.26	
Dept 1420 Clerk / Customer Service							
100-1420-51900	Clerks/Treasurers Institut	LOCAL GOVERNMENT EDUCA	Clerks/Treasurers Institute registr	02/28/2025	03/24/25	499.00	3222
100-1420-51900	WMCA District meeting - Cc	WMCA	WMCA District meeting - Cook	02/28/2025	03/24/25	47.00	3222
100-1420-51900	WMCA District meeting - Hc	WMCA	WMCA District meeting - Harrell	02/28/2025	03/24/25	47.00	3222
100-1420-51900	Professional Education	CHANG, MAI	MILEAGE REIMBURSEMENT BADGER BOOK T	03102025	03/26/25	112.14	56623
100-1420-51900	BADGER BOOK TRAINING 03/10	COOK, TALIAH	MILEAGE REIMBURSEMENTS	03132025	03/26/25	103.60	56630
100-1420-51900	DISTRICT 5 CLERK'S MEETIN	COOK, TALIAH	MILEAGE REIMBURSEMENTS	03132025	03/26/25	47.60	56630
100-1420-52930	Credit Card Fees	INVOICE CLOUD	CREDIT CARD FEES - FEBRUARY	2194-2025_2	03/27/25	276.26	3225
100-1420-52930	Credit Card Fees	PAYMENTECH-CHASE	CREDIT CARD FEES - FEBRUARY	02282025	03/27/25	336.83	3228

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 100 General Fund							
Dept 1420 Clerk / Customer Service							
100-1420-53200	WMCA 2025 renewal - Chang	WMCA	WMCA 2025 renewal - Chang	02/28/2025	03/24/25	65.00	3222
100-1420-53500	sheet protectors/lens wipe	AMAZON MKTPL*GV6895KJ3	sheet protectors/lens wipes	02/28/2025	03/24/25	50.30	3222
100-1420-53500	election supplies	AMAZON MKTPL*Z76QB1KZ2	election supplies	02/28/2025	03/24/25	58.77	3222
100-1420-53500	dymo labels	AMAZON MKTPL*ZC1927DL1	dymo labels	02/28/2025	03/24/25	10.58	3222
100-1420-53500	date stamps	AMZN Mktp US*Z739POH00	date stamps	02/28/2025	03/24/25	125.25	3222
100-1420-53500	banker's boxes	AMZN Mktp US*ZC6ZO9H40	banker's boxes	02/28/2025	03/24/25	100.33	3222
100-1420-53500	dinner for Central Count	JIMMY JOHNS - 78	-ECOM dinner for Central Count	02/28/2025	03/24/25	68.28	3222
100-1420-53500	election meals	JIMMY JOHNS - 78	-ECOM election meals	02/28/2025	03/24/25	218.48	3222
100-1420-53500	election meals-Clerk's Dep	QDOBA 2014 OLO	election meals-Clerk's Dept	02/28/2025	03/24/25	62.55	3222
100-1420-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2025 - INSTALL	3175811	03/26/25	74.33	56675
Total For Dept 1420 Clerk / Customer Service						2,303.30	
Dept 1510 Finance							
100-1510-48900	Miscellaneous Revenue	WI DEPT OF REVENUE - S	SALES TAX - FEBRUARY	02282025	03/27/25	(36.01)	3234
100-1510-53100	file folders	Amazon.com*ZC9RS49S1	file folders	02/28/2025	03/24/25	27.23	3222
100-1510-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2025 - INSTALL	3175811	03/26/25	66.07	56675
Total For Dept 1510 Finance						57.29	
Dept 1900 Other General Admin							
100-1900-51325	Flexible Benefit Admin Fee	DIVERSIFIED BENEFIT SE	FSA ADMIN - MARCH	437051	03/26/25	252.28	56637
100-1900-52190	Professional Fees - Insur	R & R INSURANCE SERVIC	SERVICE FEES - FEBRUARY	3144502	03/26/25	2,331.50	56675
100-1900-52190	Professional Fees - Insur	R & R INSURANCE SERVIC	SERVICE FEES - APRIL	3175820	03/26/25	2,331.50	56675
100-1900-52230.55-00	Phone / Internet - Village	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	152669501030725	03/26/25	399.00	56624
100-1900-52230.55-00	Phone / Internet - Village	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	152669501030725	03/26/25	40.00	56624
100-1900-52230.77-00	Phone / Internet - Village	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	152669501030725	03/26/25	19.99	56624
100-1900-52230.77-00	Phone / Internet - Village	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	152669501030725	03/26/25	80.00	56624
100-1900-52900.77-00	Cleaning and Pest Control	BATZNER PEST CONTROL	VILLAGE CENTER EXTERMINATING	74900116	03/26/25	60.50	56618
100-1900-52990	Network Service Contract	BAYSIDE, VILLAGE OF	ADOBE LICENSE RENEWALS	2500002222	03/26/25	1,697.22	56619
100-1900-53120	11 x 17 printer paper	Amazon.com*Z77F603J1	11 x 17 printer paper	02/28/2025	03/24/25	39.36	3222
100-1900-53130	Postage Meter Costs - VH	QUADIANT FINANCE USA,	INK - HASLER METER	BH3792752087	03/27/25	248.90	3229
100-1900-53150	Job Posting/Testing/Hiring	R. BAUMAN & ASSOCIATES	DECKER LAW ENFORCEMENT ASSESSMENT	2040	03/26/25	517.00	56676
100-1900-55100	LIABILITY & PROPERTY INSUR	R & R INSURANCE SERVIC	LIABILITY INS-2025 INSTALLMENT #2	3175810	03/26/25	2,952.22	56675
Total For Dept 1900 Other General Admin						10,969.47	
Dept 2100 Police							
100-2100-51330	Uniform Expense	GALLS	BEARD PANT	030610373	03/26/25	181.90	56640
100-2100-51330	Uniform Expense	GALLS	ORMSBY UNDERSHIRT	030610407	03/26/25	60.00	56640
100-2100-51330	Uniform Expense	GALLS	ORMSBY GEAR BAG	030516006	03/26/25	65.00	56640
100-2100-51900	Wurth Balancing the Badge	IN *ERICA CHADWICK	Wurth Balancing the Badge Workshop	02/28/2025	03/24/25	3,500.00	3222
100-2100-51900	Wurth WPLF lodging	KALAHARI RESORT - WI	Wurth WPLF lodging	02/28/2025	03/24/25	216.00	3222
100-2100-51900	Wurth NAWLEE flight	SOUTHWES 5262313431403	Wurth NAWLEE flight	02/28/2025	03/24/25	482.96	3222
100-2100-51900	Wurth NAWLEE flight refund	SOUTHWES 5264268439608	Wurth NAWLEE flight refund	02/28/2025	03/24/25	(50.00)	3222
100-2100-51900	Professional Education	CODY SMITH	SMITH FTO TRNG MILEAGE REIMBURSEMEN	CSMITHFTO-2025	03/26/25	42.00	56629
100-2100-51900	Professional Education	CY KADERLIK	KADERLIK WSSCA PER DIEM	WSSCA CK2025	03/26/25	85.00	56633
100-2100-51900	Professional Education	IAN KUDRYNSKY	KUDRYNSKY RAPID DEVELOPMENT MILEAG	IK-RAPID DEVELOP	03/26/25	98.56	56647
100-2100-51900	Professional Education	NICHOLAS MUELLER	MUELLER OLL MILEAGE REIMBURSEMENT	MUELLER2025-WLL	03/26/25	96.60	56668
100-2100-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	152669501030725	03/26/25	219.46	56624
100-2100-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	152669501030725	03/26/25	499.00	56624
100-2100-52230	Phone and Internet	T-MOBILE, INC. USA	02/09/25-03/08/25 CRADLEPOINT CHAR	978927717-FEB	03/26/25	225.84	56685
100-2100-52300	OTHER INTERGOV'TAL PYMTS (WI DEPT OF TRANS TV &		02/26/2025 PARKING SUSPENSIONS PROC:	02262025	03/27/25	33.00	3235
100-2100-52300	OTHER INTERGOV'TAL PYMTS (WI DEPT OF TRANS TV &		MARCH 2025 PARKING SUSPENSIONS PROC:	03202025	03/27/25	45.00	3235
100-2100-52300	OTHER INTERGOV'TAL PYMTS (WI DEPT OF TRANS TV &		MARCH 2025 PARKING SUSPENSIONS PROC:	03202025	03/27/25	57.00	3235
100-2100-52900	Cleaning and Pest Control	CINTAS CORP	MAT REPLACEMNT SERVICE-FEB	4221357821	03/26/25	215.12	56627

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Fund 100 General Fund							
Dept 2100 Police							
100-2100-52900	Cleaning and Pest Control	CINTAS CORP	MAT REPLACEMENT SERVICE- MAR	4224230306	03/26/25	215.12	56627
100-2100-52910	Software Purch/Maint	AXON ENTERPRISE, INC.	2025 SQUAD CAMERA Q-462272	INUS331160	03/26/25	13,969.44	56617
100-2100-52930	BLUEFIN GATEWAY FEES - FEB	ELECTRONIC DATA COLLEC	BLUEFIN GATEWAY/RO PLATE LOOKUPS-FE	1616545	03/26/25	262.20	56639
100-2100-52930	Credit Card Fees	MERCHANT SERVICES	ONLINE PARKING PAY PROCESSING-FEB 2	02282025	03/27/25	4,216.00	3227
100-2100-52990	RO PLATE LOOKUPS - FEBRUAF	ELECTRONIC DATA COLLEC	BLUEFIN GATEWAY/RO PLATE LOOKUPS-FE	1616545	03/26/25	87.50	56639
100-2100-53100	funeral flowers	TLF*GRANDE FLOWERS	funeral flowers	02/28/2025	03/24/25	55.60	3222
100-2100-53120	Copy & Print Costs	GREATAMERICA FINANCIAL	COPY LEASE 02/15-3/14	38816555	03/26/25	280.48	56643
100-2100-53200	Noel Govani 2025 WAI membe	WP*The WAI	Noel Govani 2025 WAI membership	02/28/2025	03/24/25	20.00	3222
100-2100-53400	squad maintenance	AMAZON MARK* ZC0XV1DF0	squad maintenance	02/28/2025	03/24/25	78.64	3222
100-2100-53400	906 maintenance	SHOREWOOD AUTO REPAIR	906 maintenance	02/28/2025	03/24/25	189.25	3222
100-2100-53410	901 fuel	KWIK TRIP #972	901 fuel	02/28/2025	03/24/25	20.00	3222
100-2100-53500	2025 citizens academy supp	AMAZON MARK* 2C0G20QP3	2025 citizens academy supplies	02/28/2025	03/24/25	105.86	3222
100-2100-53500	batteries	AMAZON MARK* 375V74Z43	batteries	02/28/2025	03/24/25	83.50	3222
100-2100-53500	batteries	AMAZON MARK* ED52W8B83	batteries	02/28/2025	03/24/25	30.98	3222
100-2100-53500	2025 citizens academy supp	AMAZON MARK* K95KE50I3	2025 citizens academy supplies	02/28/2025	03/24/25	23.73	3222
100-2100-53500	lock & keys	ULINE *SHIP SUPPLIES	lock & keys	02/28/2025	03/24/25	75.60	3222
100-2100-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2025 INSTALLMENT #2	3175810	03/26/25	11,521.20	56675
100-2100-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2025 - INSTALL	3175811	03/26/25	18,382.20	56675
Total For Dept 2100 Police						55,689.74	
Dept 2400 Planning and Development							
100-2400-51900	Professional Education	BURRIS, JUSTIN P	MILEAGE REIMB CODE UPDATE SEMINAR	03132025	03/26/25	65.68	56622
100-2400-52930	Credit Card Fees	INVOICE CLOUD	CREDIT CARD FEES - FEBRUARY	2194-2025_2	03/27/25	234.04	3225
100-2400-52930	Credit Card Fees	PAYMENTECH-CHASE	CREDIT CARD FEES - FEBRUARY	02282025	03/27/25	118.05	3228
100-2400-52990	Other Service Contracts &	STRAND ASSOCIATES INC	GENERAL ENGINEERING 2/1 TO 2/28	0221882	03/26/25	815.00	56684
100-2400-53100	printer labels	QUILL CORPORATION	printer labels	02/28/2025	03/24/25	38.99	3222
100-2400-53100	office supplies	THE HOME DEPOT #4912	office supplies	02/28/2025	03/24/25	36.64	3222
100-2400-53100	Faucet - 1st floor wash si	THE WEBSTAURANT STORE	Faucet - 1st floor wash sink	02/28/2025	03/24/25	30.98	3222
100-2400-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2025 - INSTALL	3175811	03/26/25	2,039.82	56675
Total For Dept 2400 Planning and Development						3,379.20	
Dept 2900 Other Public Safety							
100-2900-51355	Other Benefits	WI DEPT OF EMPLOYEE TR	MONTHLY RETIREMENT PREMIUMS - FEB	0053957	03/27/25	1,752.00	3233
100-2900-52310	OPERATIONS	NORTH SHORE FIRE DEPT	QUARTERLY BILLING - Q2 2025	202515	03/26/25	631,470.00	56669
100-2900-52310	CAPITAL	NORTH SHORE FIRE DEPT	QUARTERLY BILLING - Q2 2025	202515	03/26/25	8,088.00	56669
100-2900-52310	North Shore Fire	NORTH SHORE FIRE DEPT	2025 CAPITAL RESOLUTION CONTRIBUTIO	202522	03/26/25	86,389.00	56669
100-2900-52990	Crossing Guards	ALL CITY MANAGEMENT SE	2/232/25-3/08/25 CRTOSSING GUARDS	99644	03/26/25	6,907.90	56614
Total For Dept 2900 Other Public Safety						734,606.90	
Dept 3100 Public Works Admin.							
100-3100-46430	Special Collection Fees	HASSAN, JAMAL	REFUND SPECIAL PICKUP FEE	03122025	03/26/25	50.00	56645
100-3100-51330	Uniform Expense	LUIS SANCHEZ	REIMBURSEMENT FOR UNIFORM	SCANCHEZ MAR 202	03/26/25	425.00	56658
100-3100-51330	Uniform Expense	STEWART KORTE	REIMBURSEMENT FOR UNIFORM	KORTE FEB2025	03/26/25	425.00	56683
100-3100-51900	hotel for foresty conferer	HAMPTON INNS	hotel for foresty conference	02/28/2025	03/24/25	166.32	3222
100-3100-51900	hotel for foresty conferer	HAMPTON INNS	hotel for foresty conference	02/28/2025	03/24/25	166.32	3222
100-3100-51900	APWA supervisor training	UW CE REGISTRATION CEN	APWA supervisor training	02/28/2025	03/24/25	150.00	3222
100-3100-51900	APWA supervisor training	UW CE REGISTRATION CEN	APWA supervisor training	02/28/2025	03/24/25	150.00	3222
100-3100-51900	APWA supervisor training	UW CE REGISTRATION CEN	APWA supervisor training	02/28/2025	03/24/25	100.00	3222
100-3100-51900	continuing education at UW	UW CE REGISTRATION CEN	continuing education at UW	02/28/2025	03/24/25	150.00	3222
100-3100-51900	training-solid waste summi	WWW.APWA.NET	training-solid waste summit	02/28/2025	03/24/25	90.00	3222
100-3100-52110	Professional Fees Engineer	STRAND ASSOCIATES INC	GENERAL ENGINEERING 2/1 TO 2/28	0221882	03/26/25	105.00	56684
100-3100-52110	Professional Fees Engineer	STRAND ASSOCIATES INC	GENERAL ENGINEERING 2/1 TO 2/28	0221882	03/26/25	690.00	56684
100-3100-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	152669501030725	03/26/25	160.00	56624

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Fund 100 General Fund							
Dept 3100 Public Works Admin.							
100-3100-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	152669501030725	03/26/25	249.00	56624
100-3100-53100	computer webcam	AMAZON MARK* ZC3JX6M70	computer webcam	02/28/2025	03/24/25	30.23	3222
100-3100-53100	printer cartridges	AMAZON MKTPL*HS2VT0Z03	printer cartridges	02/28/2025	03/24/25	87.89	3222
100-3100-53100	pens and clipboards	OFFICE DEPOT #141	pens and clipboards	02/28/2025	03/24/25	71.32	3222
100-3100-53100	Office Supplies	LEEANN BUTSCHLICK	REIMBURSEMENT FOR DPW SCHOOL SUPPLI	BUTSCHLICK MARCH	03/26/25	23.97	56657
100-3100-53100	Office Supplies	SHOREWOOD PRESS	BUSINESS CARDS	10113	03/26/25	160.00	56681
100-3100-53100	Office Supplies	SHOREWOOD PRESS	ROAD CONSTRUCTION POSTER	10120	03/26/25	55.00	56681
100-3100-54150	Safety Expenses	CINTAS	MEDICAL CABINET STOCK	5259976103	03/26/25	32.25	56626
100-3100-54150	Safety Expenses	DANIEL HEYEN	REIBURSMENT FOR CDL RENEWAL	HEYEN_MARCH2025	03/26/25	75.48	56634
100-3100-54150	Safety Expenses	STEWART KORTE	REIMBURSEMENT FOR SAFETY GLASSES	KORTE_MARCH2025	03/26/25	114.00	56682
100-3100-54450	Property Damage - reimburs	GRAYBAR ELECTRIC CO.,	CAP & OAKLAND STREETLIGHT POLE	9341235706	03/26/25	3,973.96	56642
100-3100-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2025 INSTALLMENT #2	3175810	03/26/25	5,630.03	56675
100-3100-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2025 - INSTALL	3175811	03/26/25	12,990.46	56675
Total For Dept 3100 Public Works Admin.						26,321.23	
Dept 3230 Bldg Maint - Public Works							
100-3230-53350	Outsourced Repairs	DESIGN BUILD FIRE PROT	QUARTERLY FIRE INSPECTION - PD	3915	03/26/25	225.00	56636
100-3230-53350	Outsourced Repairs	ORKIN COMMERCIAL SERVI	DPW EXTERMINATING	276476171	03/26/25	121.00	56671
100-3230-53500	village hall kitchen fauce	AMAZON MARK* 613UM8DM3	village hall kitchen faucet	02/28/2025	03/24/25	66.08	3222
100-3230-53500	DPW supplies	AMAZON MARK* ZC3JX6M70	DPW supplies	02/28/2025	03/24/25	41.91	3222
100-3230-53500	exit light and paper towel	AMAZON MKTPL*XV7O92XH3	exit light and paper towels	02/28/2025	03/24/25	226.93	3222
100-3230-53500	no receipt -item return	AMAZON MKTPLACE PMTS	no receipt -item return	02/28/2025	03/24/25	(2.07)	3222
100-3230-53500	no receipt -item return	AMAZON MKTPLACE PMTS	no receipt -item return	02/28/2025	03/24/25	(2.06)	3222
100-3230-53500	no receipt -item return	AMAZON MKTPLACE PMTS	no receipt -item return	02/28/2025	03/24/25	(2.86)	3222
100-3230-53500	water filter	Amazon.com*1J2YU7NO3	water filter	02/28/2025	03/24/25	151.37	3222
100-3230-53500	toilet paper	AMZN Mktp US*GP1UP5GE3	toilet paper	02/28/2025	03/24/25	104.99	3222
100-3230-53500	downspout clip	AMZN Mktp US*X27CT0EK3	downspout clip	02/28/2025	03/24/25	9.98	3222
100-3230-53500	DPW paper towels	AMZN Mktp US*ZC5CY1UY0	DPW paper towels	02/28/2025	03/24/25	44.67	3222
100-3230-53500	DPW garage door opener	MEGA CONTROLS INC	DPW garage door opener	02/28/2025	03/24/25	70.45	3222
100-3230-53500	wood chisel set	MENARDS MILWAUKEE WI	wood chisel set	02/28/2025	03/24/25	69.99	3222
100-3230-53500	Dept/Program Supplies	GRAINGER W W INC	MOTOR	9437083059	03/26/25	246.90	56641
100-3230-53500	Dept/Program Supplies	GRAINGER W W INC	RUBBER GROMMET KIT	9437595870	03/26/25	8.21	56641
100-3230-53500	Dept/Program Supplies	GRAINGER W W INC	SPRING WOUND TIMER	9438809148	03/26/25	32.91	56641
100-3230-53500	Dept/Program Supplies	GRAINGER W W INC	GATE VALVE	9434208592	03/26/25	173.31	56641
100-3230-53500	Dept/Program Supplies	GRAINGER W W INC	MAINTENANCE SUPPLIES	9421953507	03/26/25	655.67	56641
100-3230-53500	Dept/Program Supplies	GRAINGER W W INC	DOORCLOSER ATWATER BEACH	9422378761	03/26/25	675.52	56641
100-3230-53500	Dept/Program Supplies	GRAINGER W W INC	ELECTRONIC LOCK	9425282424	03/26/25	777.71	56641
100-3230-53500	Dept/Program Supplies	GRAINGER W W INC	ROUND SWITCH VILLAGE CENTER	9430202573	03/26/25	399.96	56641
Total For Dept 3230 Bldg Maint - Public Works						4,095.57	
Dept 3300 Municipal Garage							
100-3300-53350	Outsourced Repairs	HOMERS TOWING & SERVIC	VEHICLE 75	3376	03/26/25	550.00	56646
100-3300-53400	truck radio	1791 LKQ ONLINE	truck radio	02/28/2025	03/24/25	72.81	3222
100-3300-53400	engine oil	AMZN Mktp US*Z78GU4AK2	engine oil	02/28/2025	03/24/25	67.77	3222
100-3300-53400	lines for skid loaders	RITTER TECH N MILWAUKE	lines for skid loaders	02/28/2025	03/24/25	405.24	3222
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	VEHICLE 32	2514-862964	03/26/25	61.41	56612
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	SHOP STOCK	2514-862558	03/26/25	13.92	56612
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	REFUND INVOICE 862029	2514-862128	03/26/25	(10.00)	56612
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	REFUND FOR INVOICE 862029	2514-862032	03/26/25	(16.78)	56612
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	OIL SEALS	2514-862033	03/26/25	43.66	56612
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	SQUAD 4	2514-863334	03/26/25	353.14	56612
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	SHOP STOCK	2514-862920	03/26/25	136.22	56612
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	CREDIT FOR INVOICE 862033/TRK 33	2514-862386	03/26/25	(43.66)	56612

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Fund 100 General Fund							
Dept 3300 Municipal Garage							
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	CREDIT FOR MISC INVOICES/RETURNS	2514-862500	03/26/25	(209.00)	56612
100-3300-53400	Vehicle Maintenance	AIRGAS USA, LLC	2/1 TO 2/28 CYLINDER RENTAL	5514525918	03/26/25	284.88	56613
100-3300-53400	Vehicle Maintenance	ALSCO, INC.	SHOP TOWELS	IMIL2105322	03/26/25	41.32	56615
100-3300-53400	Vehicle Maintenance	CHEVROLET OF MILWAUKEE	SQUAD 11	575000037	03/26/25	135.75	56625
100-3300-53400	Vehicle Maintenance	GRAINGER W W INC	BLAST MEDIA STEEL GRIT	9444902929	03/26/25	96.85	56641
100-3300-53400	Vehicle Maintenance	GRAINGER W W INC	SHOP STOCK	9425920833	03/26/25	21.08	56641
100-3300-53400	Vehicle Maintenance	INTERSTATE BATTERY	BATTERIES FOR STOCK	110176395	03/26/25	351.90	56648
100-3300-53400	Vehicle Maintenance	JUNIORS TOOLS LLC	SHOP TOOLS	69001	03/26/25	103.25	56650
100-3300-53400	Vehicle Maintenance	NAPA AUTO PARTS	SHOP STOCK	832460	03/26/25	58.23	56667
100-3300-53400	Vehicle Maintenance	NAPA AUTO PARTS	SHOP STOCK	832413	03/26/25	17.99	56667
100-3300-53410	Fuel and Oil	HARTLAND LUBRICANTS AN	LUBE	SI302074	03/26/25	758.75	56644
100-3300-53410	Fuel and Oil	QUALITY STATE OIL	DIESEL FUEL	1817365	03/26/25	1,409.75	56673
100-3300-53410	Fuel and Oil	QUALITY STATE OIL	UNLEADED FUEL	1819024	03/26/25	1,882.39	56673
Total For Dept 3300 Municipal Garage						6,586.87	
Dept 3410 Street and Alley							
100-3410-53540	Contracted Street Maint /	BRIDGE TOWER MEDIA	2025 CRACK SEALING PUBLIC NOTICE	745769443	03/26/25	53.68	56621
Total For Dept 3410 Street and Alley						53.68	
Dept 3430 Street Lights							
100-3430-53500	Supplies - Street Lightinç	GRAINGER W W INC	FUSE HOLDER	9445146575	03/26/25	1,021.20	56641
100-3430-53500	Supplies - Street Lightinç	GRAINGER W W INC	FUSE HOLDER	9445146567	03/26/25	986.10	56641
100-3430-53500	Supplies - Street Lightinç	GRAYBAR ELECTRIC CO.,	STREETLIGHT FUSES	9341132803	03/26/25	837.00	56642
100-3430-53500	Supplies - Street Lightinç	TRADITIONAL CONCRETE,	STREETLIGHT POLES	6293	03/26/25	4,530.00	56688
Total For Dept 3430 Street Lights						7,374.30	
Dept 3460 Winter							
100-3460-53500	dinner for snow plowers	CRAVE Cafe	dinner for snow plowers	02/28/2025	03/24/25	61.59	3222
100-3460-53500	dinner for snow plowers	Lisas Pizza	dinner for snow plowers	02/28/2025	03/24/25	46.66	3222
Total For Dept 3460 Winter						108.25	
Dept 3510 Refuse Disposal							
100-3510-52950.03-00	Disposal Contracts - Refus	WASTE MANAGEMENT OF WI	2/1 TO 2/28 SOLID YARD	0122524-2808-6	03/26/25	24,226.58	56690
100-3510-52950.03-00	Disposal Contracts - Refus	WASTE MANAGEMENT OF WI	2/1 TO 2/28 SCHOOLS/VILLAGE BLDGS	7096737-2275-3	03/26/25	1,431.06	56690
100-3510-52950.04-00	Disposal Contracts - Recyc	WASTE MANAGEMENT OF WI	2/1 TO 2/28 SCHOOLS/VILLAGE BLDGS	7096737-2275-3	03/26/25	499.50	56690
100-3510-52950.04-00	Disposal Contracts - Recyc	WASTE MANAGEMENT OF WI	3/1 TO 3/31 OAKLAND AVE	7111395-2275-1	03/26/25	152.00	56690
100-3510-52950.04-00	Disposal Contracts - Recyc	WASTE MANAGEMENT OF WI	2/1 TO 2/28 CURBSIDE	7096635-2275-9	03/26/25	16,723.20	56690
100-3510-52950.04-00	Disposal Contracts - Recyc	WASTE MANAGEMENT OF WI	2/1 TO 2/28 DPW RECYCLE	7096634-2275-2	03/26/25	463.50	56690
100-3510-53500	Supplies - Refuse Collecti	UNIFIDE CST	SCALE INSPECTION	IVN000000292	03/26/25	358.50	56689
Total For Dept 3510 Refuse Disposal						43,854.34	
Dept 3530 Yard Waste / Leaf							
100-3530-52950.05-00	Disposal Contracts - Yard	WASTE MANAGEMENT OF WI	2/1 TO 2/28 SOLID YARD	0122524-2808-6	03/26/25	1,459.71	56690
100-3530-53500	Dept/Program Supplies	UNIFIDE CST	SCALE INSPECTION	IVN000000292	03/26/25	358.50	56689
Total For Dept 3530 Yard Waste / Leaf						1,818.21	
Total For Fund 100 General Fund						1,124,744.69	
Fund 200 Library							
Dept 0000							
200-0000-24213	Sales Tax Due State	WI DEPT OF REVENUE - S	SALES TAX - FEBRUARY	02282025	03/27/25	79.07	3234
Total For Dept 0000						79.07	
Dept 5110 Library							

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Fund 200 Library							
Dept 5110 Library							
200-5110-52230	Phone and Internet (village)	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	152669501030725	03/26/25	20.00	56624
200-5110-52300	Other Intergov'tal pymts	MILW CNTY FEDERATED LI	SERVICES FROM MCFLS	FL-03721	03/26/25	10,022.00	56665
200-5110-52910	email distribution service	EIG*CONSTANTCONTACT.CO	email distribution service	02/28/2025	03/24/25	157.00	3222
200-5110-52910	Software Purch/Maint	TODAY'S BUSINESS SOLUT	ANNUAL PAYMENT - MYPC PAPER CUT EPRI	17591	03/26/25	1,534.89	56687
200-5110-53100	Office Supplies	QUILL CORPORATION	ODOR ELIMINATORS	43228133	03/26/25	64.74	56674
200-5110-53100	Office Supplies	QUILL CORPORATION	PAMPHLET RACKS	43341214	03/26/25	27.95	56674
200-5110-53100	Office Supplies	QUILL CORPORATION	LABEL TAPE	43372036	03/26/25	95.99	56674
200-5110-53120	Copy & Print Costs	QUILL CORPORATION	PAPER CASES	43352072	03/26/25	188.12	56674
200-5110-53500	Processing Supplies	DEMCO	YELLOW TAPE	7616139	03/26/25	216.56	56635
200-5110-53720	Barrons subscription payment	D J*BARRONS	Barrons subscription payment	02/28/2025	03/24/25	31.76	3222
200-5110-53720	WSJ subscription payment	D J*WSJ	WSJ subscription payment	02/28/2025	03/24/25	206.47	3222
200-5110-53760	ebooks / Digital Materials	MILW CNTY FEDERATED LI	SERVICES FROM MCFLS	FL-03721	03/26/25	6,867.00	56665
200-5110-53760	ebooks / Digital Materials	MILW CNTY FEDERATED LI	SERVICES FROM MCFLS	FL-03721	03/26/25	596.00	56665
200-5110-54000	Refund of erroneous charge	AMAZON MKTPLACE PMTS	Refund of erroneous charges - Decem	02/28/2025	03/24/25	(5.89)	3222
200-5110-54000	Refund of erroneous charge	AMAZON MKTPLACE PMTS	Refund of erroneous charges - Decem	02/28/2025	03/24/25	(5.89)	3222
200-5110-54000	Refund of erroneous charge	AMAZON MKTPLACE PMTS	Refund of erroneous charges - Decem	02/28/2025	03/24/25	(5.90)	3222
200-5110-54000	Refund of erroneous charge	AMAZON MKTPLACE PMTS	Refund of erroneous charges - Decem	02/28/2025	03/24/25	(5.90)	3222
200-5110-54000	Refund of erroneous charge	AMAZON MKTPLACE PMTS	Refund of erroneous charges - Decem	02/28/2025	03/24/25	(5.89)	3222
200-5110-54000	Refund of erroneous charge	AMAZON MKTPLACE PMTS	Refund of erroneous charges - Decem	02/28/2025	03/24/25	(5.89)	3222
200-5110-54000	Teen Programming - Winter	BOARD GAME BARRISTER	Teen Programming - Winter reading p	02/28/2025	03/24/25	25.00	3222
200-5110-54000	Teen Programming - Winter	TARGET 00028779	Teen Programming - Winter reading p	02/28/2025	03/24/25	75.00	3222
200-5110-54000	Programming	JAMES RINGE	WRITING WRKSP	POETRY 4.3.25	03/26/25	240.00	56649
200-5110-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2025 INSTALLMENT #2	3175810	03/26/25	606.38	56675
200-5110-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2025 - INSTALL	3175811	03/26/25	313.82	56675
Total For Dept 5110 Library						21,247.42	
Dept 5111 Adult Materials							
200-5111-53730	Materials	BOSWELL BOOK COMPANY L	FICTION BK	7066	03/26/25	14.36	56620
Total For Dept 5111 Adult Materials						14.36	
Dept 5112 Childrens Materials							
200-5112-53740	DVD's	MIDWEST TAPE LLC	CHILDREN'S MOVIES	506852819	03/26/25	26.99	56662
200-5112-53740	DVD's	MIDWEST TAPE LLC	YOUTH DVDS	506896108	03/26/25	46.48	56662
Total For Dept 5112 Childrens Materials						73.47	
Dept 5121 GMF - enhanced							
200-5121-53700	Membership renewal - exper	FRIENDS OF THE DOMES	Membership renewal - experience pas	02/28/2025	03/24/25	500.00	3222
200-5121-53700	Collection Enhancements	MANGO LANGUAGES	SUBSCRIPTION	015552	03/26/25	1,243.62	56660
200-5121-53700	Collection Enhancements	MILW CNTY FEDERATED LI	SERVICES FROM MCFLS	FL-03721	03/26/25	1,218.00	56665
200-5121-53700	Collection Enhancements	MILW CNTY FEDERATED LI	SERVICES FROM MCFLS	FL-03721	03/26/25	495.00	56665
200-5121-53700	Collection Enhancements	MILW CNTY FEDERATED LI	SERVICES FROM MCFLS	FL-03721	03/26/25	1,432.00	56665
200-5121-53700	Collection Enhancements	THE HARLEY-DAVIDSON MU	RENEWAL OF LIBRARY MEMBERSHIP	HARLEY PASS 2025	03/26/25	500.00	56686
200-5121-54010	Program Enhancements	ARTISTS WORKING IN EDU	DEPOSIT FOR SUMMER PROGRAM	DEPOSIT 07.10.25	03/26/25	150.00	56616
200-5121-54010	Program Enhancements	MILW BREWERS BASEBALL	JULY 24 KAYLA LAGROSSA	2025 BREWERS	03/26/25	1,000.00	56664
Total For Dept 5121 GMF - enhanced						6,538.62	
Dept 5122 Friends - enhanced							
200-5122-54010	Board Games	AMAZON MKTPL*ZG6IS5J11	Board Games	02/28/2025	03/24/25	29.91	3222
200-5122-54010	Friends - Winter reading p	BOSWELL BOOK COMPANY	Friends - Winter reading prize	02/28/2025	03/24/25	25.00	3222
Total For Dept 5122 Friends - enhanced						54.91	
Total For Fund 200 Library						28,007.85	

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Fund 210 Senior Services							
Dept 4600 Senior Services							
210-4600-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2025 INSTALLMENT #2	3175810	03/26/25	101.80	56675
210-4600-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2025 - INSTALL	3175811	03/26/25	45.42	56675
Total For Dept 4600 Senior Services						147.22	
Dept 4650 SRC Benjamin Services							
210-4650-51900	OccupationalTherapy.com	CE*OCCUPATIONALTHERAPY	OccupationalTherapy.com	02/28/2025	03/24/25	129.00	3222
210-4650-52100	Professional Fees	MAANI, LEILA	TECH TUTOR PROGRAM	MARCH2025	03/26/25	600.00	56659
210-4650-52100	Professional Fees	MILEWSKI, SHERROD	QIGONG CLASSES	MARCH2025	03/26/25	240.00	56663
210-4650-52100	Professional Fees	SERVING OLDER ADULTS O	FEB 2025 TECH CONNECT	2457	03/26/25	150.00	56679
210-4650-52100	Professional Fees	WATTS, MEREDITH W. JR.	YOGA CLASSES	MARCH2025	03/26/25	200.00	56691
210-4650-52990	Granola Bars and Snacks	METRO MARKET #893	Granola Bars and Snacks	02/28/2025	03/24/25	32.13	3222
210-4650-52990	Lemons and Ice	METRO MARKET #893	Lemons and Ice	02/28/2025	03/24/25	6.98	3222
210-4650-52990	Feb Box-lunch	NORTH SHORE BOULANGERI	Feb Box-lunch	02/28/2025	03/24/25	1,380.00	3222
210-4650-52990	Shorewood Blend refreshmer	SENDIKS ON DOWNER LLC	Shorewood Blend refreshments	02/28/2025	03/24/25	28.98	3222
210-4650-52990	Feb Box-lunch on-site	TST*BEANS & BARLEY - M	Feb Box-lunch on-site	02/28/2025	03/24/25	145.50	3222
210-4650-53200	Wisconsin Association of S	PAYPAL *WISCONSINAS	Wisconsin Association of Senior Cen	02/28/2025	03/24/25	65.00	3222
210-4650-53500	Coffee maker	AMAZON MKTPL*5R7NW5QR3	Coffee maker	02/28/2025	03/24/25	111.75	3222
210-4650-53500	coffee maker and treats for	AMAZON MKTPL*ZC4726EJ1	coffee maker and treats for program	02/28/2025	03/24/25	334.03	3222
210-4650-53500	Coffee maker return	AMAZON MKTPLACE PMTS	Coffee maker return	02/28/2025	03/24/25	(191.81)	3222
210-4650-54000	cuppa Joe	EINSTEIN BROS BAGELS14	cuppa Joe	02/28/2025	03/24/25	19.02	3222
Total For Dept 4650 SRC Benjamin Services						3,250.58	
Total For Fund 210 Senior Services						3,397.80	
Fund 300 Debt Service Fund							
Dept 8000 Debt Service							
300-8000-58100	DEBT	NORTH SHORE FIRE DEPT	QUARTERLY BILLING - Q2 2025	202515	03/26/25	38,795.00	56669
300-8000-58100	Principal	JP MORGAN CHASE	PRINCIPAL PAYMENT 03/01/2025 2020A	03012025 2020A PI	03/27/25	399,466.00	3226
300-8000-58100	Principal	JP MORGAN CHASE	PRINCIPAL PAYMENT 03/01/2025 2020C	03012025 2020C PI	03/27/25	230,000.00	3226
300-8000-58100	Principal	JP MORGAN CHASE	PRINCIPAL PAYMENT 03/01/2025 2023A	03012025 2023A PI	03/27/25	100,000.00	3226
300-8000-58100	Principal	JP MORGAN CHASE	PRINCIPAL PAYMENT 03/01/2025 2024A	03012025 2024A PI	03/27/25	100,000.00	3226
300-8000-58100	Principal	WELLS FARGO	PRINCIPAL PAYMENT 03/31/2025 2014A	03312025 2014A PI	03/27/25	185,000.00	3231
300-8000-58200	Interest	JP MORGAN CHASE	INTEREST PAYMENT 03/01/2025 2020A	03012025 2020A II	03/27/25	8,118.18	3226
300-8000-58200	Interest	JP MORGAN CHASE	INTEREST PAYMENT 03/01/2025 2020C	03012025 2020C II	03/27/25	39,386.25	3226
300-8000-58200	Interest	JP MORGAN CHASE	ADDL INT PAYMENT 03/07/2025 2020C	03072025 2020C II	03/27/25	450.00	3226
300-8000-58200	Interest	JP MORGAN CHASE	INTEREST PAYMENT 03/01/2025 2023A	03012025 2023A II	03/27/25	35,206.25	3226
300-8000-58200	Interest	JP MORGAN CHASE	INTEREST PAYMENT 03/01/2025 2024A	03012025 2024A II	03/27/25	61,593.75	3226
300-8000-58200	Interest	WELLS FARGO	INTEREST PAYMENT 03/31/2025 2014A	03312025 2014A II	03/27/25	31,668.75	3231
300-8000-58200	Interest	WESTBURY BANK	INTEREST PAYMENT 8/22/17 GO NOTES	03012025 2017 IN	03/27/25	3,329.67	3232
300-8000-58900	Other Finance Charges	MUNIPLATFORM	2025A BONDS MARKETING & DISTRIBUTIO	2239	03/26/25	750.00	56666
Total For Dept 8000 Debt Service						1,233,763.85	
Total For Fund 300 Debt Service Fund						1,233,763.85	
Fund 400 General Capital Projects							
Dept 1100 Board							
400-1100-56360	Village Wide Initiatives	LANGE ENTERPRISES OF W	SIGNS AND POSTS/SS4A	90541	03/26/25	1,559.98	56655
400-1100-56360	Village Wide Initiatives	LANGE ENTERPRISES OF W	SIGN BASES AND SURFACE MOUNTS/SS4A	90578	03/26/25	4,943.20	56655
400-1100-56360	Village Wide Initiatives	STRAND ASSOCIATES INC	SS4A/TEMP TRAFFIC CALMING DEVICE DE	0222493	03/26/25	558.00	56684
Total For Dept 1100 Board						7,061.18	
Dept 2100 Police							
400-2100-56400	901 installation	EWALD'S HARTFORD FORD	901 installation	02/28/2025	03/24/25	543.07	3222

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Fund 400 General Capital Projects							
Dept 2100 Police							
400-2100-56400	901 installation	EWALD'S HARTFORD FORD	901 installation	02/28/2025	03/24/25	(543.07)	3222
Total For Dept 2100 Police						0.00	
Dept 3410 Street and Alley							
400-3410-56321.24-01	Streetlight Replacment	KL ENGINEERING, INC.	STREET LIGHT REPLACEMENT 2/2 TO 3/1	20250276	03/26/25	12,652.50	56652
400-3410-56321.25-01	Lake Drive Design	WI DEPT OF TRANSPORTAT	LAKE DRIVE DESIGN 1/31 TO 2/28/25	395-0000386446	03/26/25	1,335.62	56692
Total For Dept 3410 Street and Alley						13,988.12	
Dept 3650 ARPA Projects							
400-3650-56370	frame for VH history - lok	AMAZON MKTPL*ND2D41D73	frame for VH history - lobby	02/28/2025	03/24/25	10.58	3222
400-3650-56370	Village Hall 1930's photo B AND L	PHOTO LAB INC	Village Hall 1930's photo for lobby	02/28/2025	03/24/25	156.46	3222
Total For Dept 3650 ARPA Projects						167.04	
Total For Fund 400 General Capital Projects						21,216.34	
Fund 430 TID No. 3 Capital							
Dept 6600 TID Administration							
430-6600-53900	Miscellaneous Expenses	WI DEPT OF REVENUE - S	TID ADMIN FEE PAYMENTS 2025	2025 TID	03/27/25	150.00	3234
Total For Dept 6600 TID Administration						150.00	
Total For Fund 430 TID No. 3 Capital						150.00	
Fund 440 TID No. 4 Capital							
Dept 6600 TID Administration							
440-6600-53900	Miscellaneous Expenses	WI DEPT OF REVENUE - S	TID ADMIN FEE PAYMENTS 2025	2025 TID	03/27/25	150.00	3234
Total For Dept 6600 TID Administration						150.00	
Total For Fund 440 TID No. 4 Capital						150.00	
Fund 450 TID No. 5 Capital							
Dept 6600 TID Administration							
450-6600-53900	Miscellaneous Expenses	WI DEPT OF REVENUE - S	TID ADMIN FEE PAYMENTS 2025	2025 TID	03/27/25	150.00	3234
Total For Dept 6600 TID Administration						150.00	
Dept 6650 TID Projects							
450-6650-52110	Professional Fees Engineer	CLARK DIETZ INC	OAKLAND AVE SERVICES 1/1 TO 1/28	443876	03/26/25	2,430.00	56628
450-6650-52110	Professional Fees Engineer	CLARK DIETZ INC	OAKLAND AVE IMPROVEMENTS 2/1-2/28/2	444312	03/26/25	1,680.00	56628
450-6650-52110	Professional Fees Engineer	CLARK DIETZ INC	OAKLAND AVE IMPROVEMENTS 6/29 TO 7/	441760	03/26/25	5,510.00	56628
Total For Dept 6650 TID Projects						9,620.00	
Total For Fund 450 TID No. 5 Capital						9,770.00	
Fund 600 Parking Utility							
Dept 0000							
600-0000-24213	Sales Tax Due State	WI DEPT OF REVENUE - S	SALES TAX - FEBRUARY	02282025	03/27/25	416.64	3234
Total For Dept 0000						416.64	
Dept 3900 Parking							
600-3900-52930	Credit Card Fees	MERCHANT SERVICES	ONLINE PARKING PAY PROCESSING-FEB 2	02282025	03/27/25	468.73	3227
600-3900-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2025 INSTALLMENT #2	3175810	03/26/25	53.11	56675
600-3900-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2025 - INSTALL	3175811	03/26/25	4.13	56675
Total For Dept 3900 Parking						525.97	
Total For Fund 600 Parking Utility						942.61	

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Fund 610 Water Utility							
Dept 0000							
610-0000-21200	WATER RES MTR CHARGE	SCHACHTELY, DINA	UB Receipt Refund for Account #: 01	03/20/2025	03/26/25	30.00	56678
610-0000-21200	WATER RES USAGE	SCHACHTELY, DINA	UB Receipt Refund for Account #: 01	03/20/2025	03/26/25	194.36	56678
610-0000-21200	PUBLIC FIRE FEES	SCHACHTELY, DINA	UB Receipt Refund for Account #: 01	03/20/2025	03/26/25	0.21	56678
610-0000-21200	PUBLIC FIRE FEES	SCHACHTELY, DINA	UB Receipt Refund for Account #: 01	03/20/2025	03/26/25	20.91	56678
610-0000-28100	General Obligation Debt	JP MORGAN CHASE	PRINCIPAL PAYMENT 03/01/2025 2020A	03012025 2020A PI	03/27/25	68,200.00	3226
610-0000-28100	General Obligation Debt	JP MORGAN CHASE	PRINCIPAL PAYMENT 03/01/2025 2021A	03012025 2021A PI	03/27/25	125,000.00	3226
610-0000-28100	General Obligation Debt	JP MORGAN CHASE	PRINCIPAL PAYMENT 03/01/2025 2023A	03012025 2023A PI	03/27/25	80,000.00	3226
610-0000-28100	General Obligation Debt	JP MORGAN CHASE	PRINCIPAL PAYMENT 03/01/2025 2024A	03012025 2024A PI	03/27/25	85,000.00	3226
610-0000-28100	General Obligation Debt	WELLS FARGO	PRINCIPAL PAYMENT 03/31/2025 2014A	03312025 2014A PI	03/27/25	45,000.00	3231
Total For Dept 0000						403,445.48	
Dept 3710 Water Administration							
610-3710-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	152669501030725	03/26/25	125.00	56624
610-3710-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	152669501030725	03/26/25	80.00	56624
610-3710-52930	Credit Card Fees	INVOICE CLOUD	CREDIT CARD FEES - FEBRUARY	2194-2025_2	03/27/25	1,258.51	3225
610-3710-52930	Credit Card Fees	PAYMENTECH-CHASE	CREDIT CARD FEES - FEBRUARY	02282025	03/27/25	1,477.13	3228
610-3710-53100	office hanging folders and	AMAZON MKTPL*6C8UC98E3	office hanging folders and notepads	02/28/2025	03/24/25	39.95	3222
610-3710-53100	office pens and markers	AMAZON MKTPL*Z782L2P40	office pens and markers	02/28/2025	03/24/25	35.89	3222
610-3710-53100	toilet leak tablets	AMZN Mktp US*ZC6KQ7GP0	toilet leak tablets	02/28/2025	03/24/25	75.90	3222
610-3710-53100	water main break dinner	CULVERS OF SHOREWOOD	water main break dinner	02/28/2025	03/24/25	45.18	3222
610-3710-53100	water sample ice	EXXON SHOREWOOD ARC	water sample ice	02/28/2025	03/24/25	2.79	3222
610-3710-54150	Butschlick water license r	DNR WS2 EM1 EPAY DEM S	Butschlick water license renewal	02/28/2025	03/24/25	45.00	3222
610-3710-54150	Butschlick water license r	DNR WS2 EM1 EPAY DEM S	Butschlick water license renewal	02/28/2025	03/24/25	0.90	3222
610-3710-54150	Safety Expenses	CINTAS	MEDICAL CABINET STOCK	5259976103	03/26/25	32.24	56626
610-3710-54720	PSC assessment	PUBLIC SERVICE COMM OF	2025 PSC DIRECT ASSMT-RATE CASE	2502-I-05440	03/26/25	540.83	56672
610-3710-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2025 INSTALLMENT #2	3175810	03/26/25	2,142.24	56675
610-3710-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2025 - INSTALL	3175811	03/26/25	3,968.16	56675
Total For Dept 3710 Water Administration						9,869.72	
Dept 3730 Maint Mains							
610-3730-53500	water disconnect parts	AMAZON MKTPL*Z753654Y0	water disconnect parts	02/28/2025	03/24/25	47.92	3222
610-3730-53500	gate valves	AMAZON MKTPL*Z783562G0	gate valves	02/28/2025	03/24/25	79.62	3222
610-3730-53500	Dept/Program Supplies	CORE & MAIN LP	STOCK	W364482	03/26/25	5,097.44	56632
610-3730-53500	Dept/Program Supplies	SHERWIN INDUSTRIES INC	FIBER MIX BULK	SC053420	03/26/25	1,365.90	56680
Total For Dept 3730 Maint Mains						6,590.88	
Dept 3740 Maint Services							
610-3740-53500	Dept/Program Supplies	CORE & MAIN LP	STOCK	W364482	03/26/25	1,251.32	56632
Total For Dept 3740 Maint Services						1,251.32	
Dept 3750 Maint Meters							
610-3750-53500	Dept/Program Supplies	CORE & MAIN LP	RETROFIT KITS	W562096	03/26/25	3,870.00	56632
610-3750-53500	Dept/Program Supplies	MIDWEST METER, INC.	WATER METER PARTS	0176134-IN	03/26/25	640.90	56661
Total For Dept 3750 Maint Meters						4,510.90	
Dept 3770 Maint Misc Plan							
610-3770-53500	water warehouse pallet rac	IN *ARKER LLC	water warehouse pallet racking	02/28/2025	03/24/25	790.00	3222
610-3770-53500	water dept supplies	SP BOPPER METAL SUPP	water dept supplies	02/28/2025	03/24/25	14.75	3222
Total For Dept 3770 Maint Misc Plan						804.75	
Dept 3790 Other Water							
610-3790-54740	Water Testing	NORTHERN LAKE SERVICE	QUARTERLY TESTING	2503955	03/26/25	737.00	56670
610-3790-56600.25-03	Utility Infastructure	STRAND ASSOCIATES INC	LSLR 2/1 TO 2/28	0222491	03/26/25	13,103.71	56684

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Fund 610 Water Utility Dept 3790 Other Water							
Total For Dept 3790 Other Water						13,840.71	
Dept 8000 Debt Service							
610-8000-58200	Interest	JP MORGAN CHASE	INTEREST PAYMENT 03/01/2025 2020A G	03012025 2020A II	03/27/25	1,386.00	3226
610-8000-58200	Interest	JP MORGAN CHASE	INTEREST PAYMENT 03/01/2025 2021A G	03012025 2021A II	03/27/25	21,430.00	3226
610-8000-58200	Interest	JP MORGAN CHASE	INTEREST PAYMENT 03/01/2025 2023A G	03012025 2023A II	03/27/25	27,743.75	3226
610-8000-58200	Interest	JP MORGAN CHASE	INTEREST PAYMENT 03/01/2025 2024A G	03012025 2024A II	03/27/25	51,428.13	3226
610-8000-58200	Interest	WELLS FARGO	INTEREST PAYMENT 03/31/2025 2014A B	03312025 2014A II	03/27/25	7,031.25	3231
Total For Dept 8000 Debt Service						109,019.13	
Total For Fund 610 Water Utility						549,332.89	
Fund 620 Sewer Utility Dept 0000							
620-0000-21100	SEWER RES USAGE	SCHACHTELY, DINA	UB Receipt Refund for Account #: 01	03/20/2025	03/26/25	5.03	56678
620-0000-21100	SEWER RES USAGE	SCHACHTELY, DINA	UB Receipt Refund for Account #: 01	03/20/2025	03/26/25	502.67	56678
620-0000-21100	SWR RES CONNECT FEE	SCHACHTELY, DINA	UB Receipt Refund for Account #: 01	03/20/2025	03/26/25	0.17	56678
620-0000-21100	SWR RES CONNECT FEE	SCHACHTELY, DINA	UB Receipt Refund for Account #: 01	03/20/2025	03/26/25	16.63	56678
620-0000-28100	General Obligation Debt	JP MORGAN CHASE	PRINCIPAL PAYMENT 03/01/2025 2020A	03012025 2020A PI	03/27/25	152,334.00	3226
620-0000-28100	General Obligation Debt	JP MORGAN CHASE	PRINCIPAL PAYMENT 03/01/2025 2023A	03012025 2023A PI	03/27/25	280,000.00	3226
620-0000-28100	General Obligation Debt	JP MORGAN CHASE	PRINCIPAL PAYMENT 03/01/2025 2024A	03012025 2024A PI	03/27/25	135,000.00	3226
620-0000-28100	General Obligation Debt	WELLS FARGO	PRINCIPAL PAYMENT 03/31/2025 2014A	03312025 2014A PI	03/27/25	55,000.00	3231
Total For Dept 0000						622,858.50	
Dept 3810 Sewer Administration							
620-3810-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	152669501030725	03/26/25	80.00	56624
620-3810-52230	Phone and Internet	CHARTER COMMUNICATIONS	SPECTRUM SERVICES - MARCH	152669501030725	03/26/25	125.00	56624
620-3810-52930	Credit Card Fees	INVOICE CLOUD	CREDIT CARD FEES - FEBRUARY	2194-2025_2	03/27/25	1,258.51	3225
620-3810-52930	Credit Card Fees	PAYMENTECH-CHASE	CREDIT CARD FEES - FEBRUARY	02282025	03/27/25	1,477.13	3228
620-3810-54150	Safety Expenses	CINTAS	MEDICAL CABINET STOCK	5259976103	03/26/25	32.25	56626
620-3810-55100	Liability & Property Insur	R & R INSURANCE SERVIC	LIABILITY INS-2025 INSTALLMENT #2	3175810	03/26/25	8,259.17	56675
620-3810-55110	Workers Comp	R & R INSURANCE SERVIC	WORKERS COMPENSATION 2025 - INSTALL	3175811	03/26/25	3,253.81	56675
Total For Dept 3810 Sewer Administration						14,485.87	
Dept 3820 Sewer Maintenance							
620-3820-52990	Other Service Contracts &	STRAND ASSOCIATES INC	STORM SEWER TELEVISIONING 2/1 TO 2/28	0222492	03/26/25	3,981.00	56684
620-3820-53500	sewer vavles and couplings	eBay O*05-12649-82540	sewer vavles and couplings	02/28/2025	03/24/25	47.64	3222
620-3820-53500	sewer vavles and couplings	eBay O*05-12649-82541	sewer vavles and couplings	02/28/2025	03/24/25	178.04	3222
620-3820-53500	sewer vavles and couplings	eBay O*05-12649-82542	sewer vavles and couplings	02/28/2025	03/24/25	39.72	3222
620-3820-53500	chrome tape	FARM & FLEET OF WAUKES	chrome tape	02/28/2025	03/24/25	44.04	3222
620-3820-53500	sewer contrac blox	PROPEST PRODUCTS INC	sewer contrac blox	02/28/2025	03/24/25	885.32	3222
620-3820-53500	Dept/Program Supplies	CORE & MAIN LP	STOCK	W364482	03/26/25	259.20	56632
Total For Dept 3820 Sewer Maintenance						5,434.96	
Dept 3830 Storm Maintenance							
620-3830-53500	Dept/Program Supplies	DONLEVY, KAE M	SWP 2/1 TO 3/15	3 15 2025	03/26/25	3,073.91	56638
620-3830-53500	Dept/Program Supplies	RCM	CLEAN FILL & SLURRY	250294	03/26/25	165.00	56677
Total For Dept 3830 Storm Maintenance						3,238.91	
Dept 3890 Other Sewer							
620-3890-56600.24-02	SEASCI Phase II Sewer	STRAND ASSOCIATES INC	SEASCI PHASE 2 2/1 TO 2/28	0222490	03/26/25	717.79	56684
Total For Dept 3890 Other Sewer						717.79	
Dept 8000 Debt Service							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 620 Sewer Utility							
Dept 8000 Debt Service							
620-8000-58200	Interest	JP MORGAN CHASE	INTEREST PAYMENT 03/01/2025 2020A G	03012025 2020A II	03/27/25	3,095.82	3226
620-8000-58200	Interest	JP MORGAN CHASE	INTEREST PAYMENT 03/01/2025 2023A G	03012025 2023A II	03/27/25	102,056.25	3226
620-8000-58200	Interest	JP MORGAN CHASE	INTEREST PAYMENT 03/01/2025 2024A G	03012025 2024A II	03/27/25	82,090.63	3226
620-8000-58200	Interest	WELLS FARGO	INTEREST PAYMENT 03/31/2025 2014A B	03312025 2014A II	03/27/25	9,043.75	3231
Total For Dept 8000 Debt Service						196,286.45	
Total For Fund 620 Sewer Utility						843,022.48	
Fund 800 Tax Agency Fund							
Dept 0000							
800-0000-21200	Over Payments	KRAMER, LARRY	2024 TAX OVERPAYMENT REFUND	2770248000-2024	03/26/25	370.90	56654
Total For Dept 0000						370.90	
Total For Fund 800 Tax Agency Fund						370.90	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 100 General Fund			1,124,744.69	
			Fund 200 Library			28,007.85	
			Fund 210 Senior Services			3,397.80	
			Fund 300 Debt Service Fund			1,233,763.85	
			Fund 400 General Capital Projects			21,216.34	
			Fund 430 TID No. 3 Capital			150.00	
			Fund 440 TID No. 4 Capital			150.00	
			Fund 450 TID No. 5 Capital			9,770.00	
			Fund 600 Parking Utility			942.61	
			Fund 610 Water Utility			549,332.89	
			Fund 620 Sewer Utility			843,022.48	
			Fund 800 Tax Agency Fund			370.90	
Total For All Funds:						3,814,869.41	
--- TOTALS BY GL DISTRIBUTION ---							
	100-0000-15220		Prepaid Postage - Hassler (meter)			3,000.00	
	100-0000-21150		Other Accrued Payables			180.00	
	100-0000-21520		GENERAL CLASS			76,779.42	
	100-0000-21530		Health Insurance Payable			122,270.10	
	100-0000-21531		DENTAL VILLAGE PORTION			5,831.32	
	100-0000-21580		Garnishments Payable			562.14	
	100-0000-24213		Sales Tax Due State			2,505.24	
	100-1100-51900		President League registration			30.00	
	100-1200-45120		RESTITUTION RECEIVED 03/17/2025			900.00	
	100-1200-51900		Professional Education			1,285.21	
	100-1200-55110		Workers Comp			20.65	
	100-1410-52990		Village Manager's Memo circulation -			88.00	
	100-1410-53100		office supplies			332.27	
	100-1410-53140		Shorewood Today software - monthly			70.00	
	100-1410-53200		Journal/Sentinel monthly subscription			24.99	
	100-1410-54130		Burkart Blitz Pizza party - pizza			49.64	
	100-1410-55100		Liability & Property Insurance			12,995.10	
	100-1410-55110		Workers Comp			132.13	
	100-1410-56110		Computer/Printer Equip			292.36	
	100-1410-56130		rug			177.77	
	100-1420-51900		Professional Education			856.34	
	100-1420-52930		Credit Card Fees			613.09	
	100-1420-53200		WMCA 2025 renewal - Chang			65.00	
	100-1420-53500		sheet protectors/lens wipes			694.54	
	100-1420-55110		Workers Comp			74.33	
	100-1510-48900		Miscellaneous Revenue			(36.01)	
	100-1510-53100		file folders			27.23	
	100-1510-55110		Workers Comp			66.07	
	100-1900-51325		Flexible Benefit Admin Fees			252.28	
	100-1900-52190		Professional Fees - Insurance			4,663.00	
	100-1900-52230.55-00		Phone / Internet - Village Hall			439.00	
	100-1900-52230.77-00		Phone / Internet - Village Center			99.99	
	100-1900-52900.77-00		Cleaning and Pest Control - VC			60.50	
	100-1900-52990		Network Service Contract Fees			1,697.22	
	100-1900-53120		11 x 17 printer paper			39.36	
	100-1900-53130		Postage Meter Costs - VH			248.90	
	100-1900-53150		Job Posting/Testing/Hiring			517.00	
	100-1900-55100		LIABILITY & PROPERTY INSURANCE			2,952.22	
	100-2100-51330		Uniform Expense			306.90	
	100-2100-51900		Professional Education			4,471.12	
	100-2100-52230		Phone and Internet			944.30	
	100-2100-52300		OTHER INTERGOV'TAL PYMTS 02/26/2025			135.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		100-2100-52900	Cleaning and Pest Control			430.24	
		100-2100-52910	Software Purch/Maint			13,969.44	
		100-2100-52930	BLUEFIN GATEWAY FEES - FEBRUARY 2025			4,478.20	
		100-2100-52990	RO PLATE LOOKUPS - FEBRUARY 2025			87.50	
		100-2100-53100	funeral flowers			55.60	
		100-2100-53120	Copy & Print Costs			280.48	
		100-2100-53200	Noel Govani 2025 WAI membership			20.00	
		100-2100-53400	squad maintenance			267.89	
		100-2100-53410	901 fuel			20.00	
		100-2100-53500	2025 citizens academy supplies			319.67	
		100-2100-55100	Liability & Property Insurance			11,521.20	
		100-2100-55110	Workers Comp			18,382.20	
		100-2400-51900	Professional Education			65.68	
		100-2400-52930	Credit Card Fees			352.09	
		100-2400-52990	Other Service Contracts & Fees			815.00	
		100-2400-53100	printer labels			106.61	
		100-2400-55110	Workers Comp			2,039.82	
		100-2900-51355	Other Benefits			1,752.00	
		100-2900-52310	OPERATIONS			725,947.00	
		100-2900-52990	Crossing Guards			6,907.90	
		100-3100-46430	Special Collection Fees			50.00	
		100-3100-51330	Uniform Expense			850.00	
		100-3100-51900	hotel for forestry conference			972.64	
		100-3100-52110	Professional Fees Engineering - MISC			795.00	
		100-3100-52230	Phone and Internet			409.00	
		100-3100-53100	computer webcam			428.41	
		100-3100-54150	Safety Expenses			221.73	
		100-3100-54450	Property Damage - reimbursable			3,973.96	
		100-3100-55100	Liability & Property Insurance			5,630.03	
		100-3100-55110	Workers Comp			12,990.46	
		100-3230-53350	Outsourced Repairs			346.00	
		100-3230-53500	village hall kitchen faucet			3,749.57	
		100-3300-53350	Outsourced Repairs			550.00	
		100-3300-53400	truck radio			1,985.98	
		100-3300-53410	Fuel and Oil			4,050.89	
		100-3410-53540	Contracted Street Maint / repairs			53.68	
		100-3430-53500	Supplies - Street Lighting			7,374.30	
		100-3460-53500	dinner for snow plowers			108.25	
		100-3510-52950.03-00	Disposal Contracts - Refuse			25,657.64	
		100-3510-52950.04-00	Disposal Contracts - Recycling			17,838.20	
		100-3510-53500	Supplies - Refuse Collection			358.50	
		100-3530-52950.05-00	Disposal Contracts - Yard Waste / Lea			1,459.71	
		100-3530-53500	Dept/Program Supplies			358.50	
		200-0000-24213	Sales Tax Due State			79.07	
		200-5110-52230	Phone and Internet (village)			20.00	
		200-5110-52300	Other Intergov'tal pymts			10,022.00	
		200-5110-52910	email distribution service			1,691.89	
		200-5110-53100	Office Supplies			188.68	
		200-5110-53120	Copy & Print Costs			188.12	
		200-5110-53500	Processing Supplies			216.56	
		200-5110-53720	Barrons subscription payment			238.23	
		200-5110-53760	ebooks / Digital Materials			7,463.00	
		200-5110-54000	Refund of erroneous charges - Decembe			298.74	
		200-5110-55100	Liability & Property Insurance			606.38	
		200-5110-55110	Workers Comp			313.82	
		200-5111-53730	Materials			14.36	
		200-5112-53740	DVD's			73.47	
		200-5121-53700	Membership renewal - experience pass			5,388.62	
		200-5121-54010	Program Enhancements			1,150.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		200-5122-54010	Board Games			54.91	
		210-4600-55100	Liability & Property Insurance			101.80	
		210-4600-55110	Workers Comp			45.42	
		210-4650-51900	OccupationalTherapy.com			129.00	
		210-4650-52100	Professional Fees			1,190.00	
		210-4650-52990	Granola Bars and Snacks			1,593.59	
		210-4650-53200	Wisconsin Association of Senior Cente			65.00	
		210-4650-53500	Coffee maker			253.97	
		210-4650-54000	cuppa Joe			19.02	
		300-8000-58100	Principal			1,053,261.00	
		300-8000-58200	Interest			179,752.85	
		300-8000-58900	Other Finance Charges			750.00	
		400-1100-56360	Village Wide Initiatives			7,061.18	
		400-3410-56321.24-01	Streetllight Replacment			12,652.50	
		400-3410-56321.25-01	Lake Drive Design			1,335.62	
		400-3650-56370	frame for VH history - lobby			167.04	
		430-6600-53900	Miscellaneous Expenses			150.00	
		440-6600-53900	Miscellaneous Expenses			150.00	
		450-6600-53900	Miscellaneous Expenses			150.00	
		450-6650-52110	Professional Fees Engineering			9,620.00	
		600-0000-24213	Sales Tax Due State			416.64	
		600-3900-52930	Credit Card Fees			468.73	
		600-3900-55100	Liability & Property Insurance			53.11	
		600-3900-55110	Workers Comp			4.13	
		610-0000-21200	WATER RES MTR CHARGE			245.48	
		610-0000-28100	General Obligation Debt			403,200.00	
		610-3710-52230	Phone and Internet			205.00	
		610-3710-52930	Credit Card Fees			2,735.64	
		610-3710-53100	office hanging folders and notepads			199.71	
		610-3710-54150	Safety Expenses			78.14	
		610-3710-54720	PSC assessment			540.83	
		610-3710-55100	Liability & Property Insurance			2,142.24	
		610-3710-55110	Workers Comp			3,968.16	
		610-3730-53500	water disconnect parts			6,590.88	
		610-3740-53500	Dept/Program Supplies			1,251.32	
		610-3750-53500	Dept/Program Supplies			4,510.90	
		610-3770-53500	water warehouse pallet racking			804.75	
		610-3790-54740	Water Testing			737.00	
		610-3790-56600.25-03	Utility Infastructure			13,103.71	
		610-8000-58200	Interest			109,019.13	
		620-0000-21100	SEWER RES USAGE			524.50	
		620-0000-28100	General Obligation Debt			622,334.00	
		620-3810-52230	Phone and Internet			205.00	
		620-3810-52930	Credit Card Fees			2,735.64	
		620-3810-54150	Safety Expenses			32.25	
		620-3810-55100	Liability & Property Insurance			8,259.17	
		620-3810-55110	Workers Comp			3,253.81	
		620-3820-52990	Other Service Contracts & Fees			3,981.00	
		620-3820-53500	Dept/Program Supplies			1,453.96	
		620-3830-53500	Dept/Program Supplies			3,238.91	
		620-3890-56600.24-02	SEASCI Phase II Sewer			717.79	
		620-8000-58200	Interest			196,286.45	
		800-0000-21200	Over Payments			370.90	

**Village Board  
Meeting Minutes  
March 17, 2025  
DRAFT**

**1. Call to Order**

President McKaig called the meeting to order at 7:32 pm.

**2. Roll Call**

All trustees were present.

**3. Statement of Public Notice**

Deputy Clerk Chang stated the meeting was properly noticed and posted according to law.

**4. Special Order of Business - none**

**5. Consent Agenda Items (7:33 pm)**

Trustee Ircink moved to approve the consent agenda seconded by Trustee Stokebrand. Trustee Stokebrand requested item 5e be removed. Motion carries unanimously 7-0.

**6. Items Removed from the Consent Agenda (7:33 pm)**

**a. 5e Consider donation for Conservation Committee community recycling education.**

Trustee Stokebrand would like to know if there's an amount of the donation for public information to clarify it is not for the Village's publication and advertisement. Assistant Village Manager Anderson provided an amount of \$1,150 dollars and the ad is a half sheet tear out. Trustee Couto stated the Conservation Committee received a donation from the Shorewood Foundation to offset the cost. Trustee Stokebrand moved to approve the one-time donation approximately \$1,400 dollar donation identified by the Village's Conservation Committee for the purpose of Community Education seconded by Trustee Couto. Motion carries 7-0.

**7. Public Hearing – none**

**8. Citizens to be Heard – none**

**9. New Business**

**a. 2025 Capitol Drive pedestrian improvements initiative: Consider Public Works Committee recommendation for roadway modification (bumpout). (7:35 pm)**

Trustee Ircink moved to approve that staff and the village engineer be directed to prepare and submit the necessary materials to the Wisconsin Department of Transportation for consideration of a curb extension at the northeast corner of the intersection of East Capitol Drive and North Morris Boulevard. Second, by Trustee Couto. Motion carried unanimously 7-0.

**b. Consider Ordinance 3071 Creating an annual streetlight operations special charge. (7:39 pm)**

Trustee Ircink moved to approve Ordinance 3071 creating an annual streetlight operation special charge with the inclusion of any penalty for non-payment will be assessed the same as utility bills second by Trustee Couto. Motion carried by a roll call vote 7-0

**c. Consider Resolution 2025-03 - Appointing a Fiscal Agent to Serve as Fiscal Agent in Connection with Outstanding Obligations. (7:46 pm)**

After discussion from the Finance department answering Trustee Stokebrand's questions, President McKaig asked for a roll call vote, 7-0.

**d. 2026 Budget Kickoff. (7:48 pm)**

Finance department Krisztina Dommer gave a brief kickoff for trustees to start thinking

of the Village's 2026 budget and provided a current summary of where the Village is economically. After further discussion with the trustees, President McKaig proceeded to next item.

e. **Consider additional funding for Safe Streets for All demonstration activities. (8:00 pm)**

Director Griepentrog provided information of a \$70,000 dollar allocated grant fund through the county largely based on their understanding of what we've been able to purchase and utilize. Village of Shorewood is using the full grant and Director Griepentrog requested the Village Board's direction on whether the village should proceed with a request for additional funds to get a second speed table that the Village had hoped to put out on the Morris and Menlo Boulevard cut through costing \$15,000 with an additional request of \$3,000 to match full cost. The Village Board agreed to move forward with request.

**10. Report of Village Officials**

a. **Village President (8:08 pm)**

President McKaig stated we hosted the ICC meeting on March 10<sup>th</sup> attended by Trustee Stokebrand.

b. **Village Trustees – Provide Committee updates as either a liaison or member.**

c. **Village Manager – no reports**

**11. Future items of Consideration – none**

**12. Closed Session**

- a. Trustee Stokebrand moved to adjourn into closed session pursuant to Wis. Stat. Sec. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, where competitive or bargaining reasons require a closed session, to discuss prospective properties for the new DPW site. Seconded by Trustee Couto. Motion carried by a roll call vote 7-0 and adjourned into closed session at 8:12 pm.

The Village Board discussed public prospective properties for a new DPW site. Tr. Couto moved, seconded by Tr. Stokebrand to reconvene into open session at 8:56 pm. Motion carried 7-0.

**13. Adjournment**

Tr. Stokebrand moved, seconded by Tr. Lynn to adjourn at 8:56 pm. Motion carried 7-0.

Respectfully submitted,

Mai Chang  
Deputy Clerk



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD

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**Agenda Item:** Consider Temporary Class “B” and Permit for Shorewood Junior Greyhounds Baseball Club - May 23-25, 2025.

**Date:** April 7, 2025

**Presenter:** Toya Harrell, CMC, WCMC

**Department:** Clerk’s Office

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**History** – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.*

On May 6, 2024, the Village Board approved The Shorewood Junior Greyhounds Baseball Club to host their youth baseball tournament at Spector field from May 24-26, 2024.

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**Agenda Item Discussion** – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Staff recommends approval.

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**Community and Business Outreach** – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes                       No

If Yes, identify how and what community groups and businesses were notified.

---

**Action Required / Recommended** – *Please include the recommended motion or possible actions for this agenda item.*

Recommended motion: “I move to approve the Park and Beach Permit as well as the temporary Class “B” license for Shorewood Junior Greyhounds Baseball Club ‘s event, May 23-25, 2025”

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**Attachments** – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Application packet from the Shorewood Junior Greyhounds Baseball Club



2054



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

Ref: 00002054  
Receipt: 233998

See Additional Information on reverse side. Contact the municipal clerk if you have questions. Amount \$10.00

FEE \$ 10-

Application Date: 02/27/2025

Town  Village  City of Shorewood

County of Milwaukee

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 5/23/25 and ending 5/26/25 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
  - Veteran's Organization
  - Fair Association or Agricultural Society
  - Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Shorewood Junior Greyhounds Baseball Club, LLC

(b) Address 4630 N Oakland Avenue  
(Street)  Town  Village  City

(c) Date organized 1/16/2021

(d) If corporation, give date of incorporation 1/16/2021

(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 Demetri Douros - 4433 N Farwell Ave, Shorewood, WI 53211

Vice President \_\_\_\_\_

Secretary Ryan Heinemann - 3508 Shepard Ave, Shorewood, WI 53211

Treasurer Jonathan Kowalski - 2621 E Menlo Blvd, Shorewood, WI 53211

(g) Name and address of manager or person in charge of affair: Jonathan Kowalski - 2621 E Menlo Blvd, Shorewood, WI 53211  
& Bevan Dobberpuhl - 2614 E Newton Ave, Shorewood, WI 53211

## 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 Spector Field - 3511 N Oakland Ave, Shorewood, WI 53211

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

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

(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: The license covers selling out of the concession stand at Spector Field for attendees of a youth baseball tournament between the hours of 8:00am and 8:00pm Memorial Day Weekend

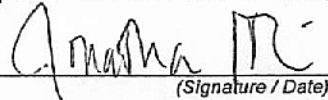
## 3. Name of Event

(a) List name of the event 2025 Shorewood Jr Hounds Memorial Day Baseball Showdown Tournament

(b) Dates of event 5/23/2025 thru 5/26/2025

## DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer   
(Signature / Date)

Shorewood Jr Hounds Baseball Club, LLC  
(Name of Organization)

Date Filed with Clerk 3-12-2025

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_



2055

Village of Shorewood  
Date 03/12/2025 9:35:05 AM  
Ref 00002055  
Receipt 235998  
Amount \$200.00

### APPLICATION FOR PARK AND BEACH PERMIT

AT THE EDGE OF THE CITY AND  
THE HEART OF EVERYTHING  
Village of Shorewood  
3930 N Murray Ave.  
Shorewood WI 53211  
Telephone (414) 847-2601

**\$50 Application Fee + \$50 Per Day Fee + Any Billable Hourly Rate(s) for Village personnel requested/needed for day(s) of permit usage**

Please answer the following questions fully and completely:

Date of Event (if multiple days, see instructions): 5/23/25, 5/24/25, 5/25/25	Start time of event: 5/23 - 5 PM 5/24 + 25 8 AM	End time of event: 8:00 PM 5/23 - 5/25/25
Applicant First Name: BEVAN	Applicant Last Name: DOBBERPUHL	Applicant Middle Initial: J
Business Name: SHOREWOOD JR. GREYHOUNDS BASEBALL CLUB	Business Address: 4230 N OAKLAND AVE #112, SHOREWOOD, WI 53211	
Business Telephone Number: 414-305-4476	Business E-mail Address: JUNIORHOUNDSBASEBALL@gmail.com	
Do you have current CPR certification? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Do you have current First Aid certification? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Describe program/activity, including any costs to the participants: YOUTH BASEBALL TOURNAMENT FOR AGES U9, U10 U11, U12 WITH GAMES PLAYED AT SPECTRIZ FIELD. TEAM ENTRY FEE OF \$400/TEAM WITH REVENUE TO COVER EVENT COSTS WITH ANY EXCESS REVENUE TO BE RETAINED BY CLUB TO OFFSET OTHER ACTIVITIES OF 501(C)3 NON PROFIT YOUTH SPORTS CLUB.		
Describe in detail how the park land, park equipment, and/or park improvements will be used: GAMES WILL BE PLAYED AT SPECTRIZ FIELD AT RIVER PARK. SPECTRIZERS WILL USE BLEACHER AND PLAYERS WILL USE DUGOUTS. CONCESSIONS WILL BE SOLD AT THE CONCESSION STAND.		
Anticipated Attendance/Usage (if multiple days, provide anticipated daily average): DOZENS OF GAMES, AVERAGE ATTENDANCE WILL BE 40-50 PEOPLE INCLUDING VOLUNTEERS. PLAYERS AND FAMILIES WILL COME AND GO WITH ALL TEAMS COMING FROM NEIGHBORHOODS AND NEARBY COMMUNITIES.		
Will you be erecting a temporary structure/tent? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, please describe:	
Will you be serving beer, wine, and food? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	If yes, please describe: FOOD + DRINK INCLUDING BEER / SODA / SNACKS WILL BE SOLD AT CONCESSIONS. INCLUDES HOTDOGS, PEPPERONI, AND SNACKS. ALL BEVERAGES WILL BE PRE-PACKAGED.	
Will you need amplified sound or electricity? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, please describe: CLUB HAS APPLIED FOR TEMPORARY CLASS "B" LICENSE.	
Have you ever been convicted of any felony or of violating any Federal Law, State Law, or Local Ordinance? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, provide the date and the nature of the offense:	

**Incomplete applications will not be accepted. It is required to submit 60 days prior to the event. The following items must be submitted at time of application (see page 2 for more information):**

- \$50 Application Fee + \$50 Per Day Fee
- Site Plan/Map
- Certificate of Insurance
- Other Licenses or Permit Applications
- Multiple employees only – Listing of each employee who will utilize permit, including full name(s) and address(s)
- Multiple dates only - Listing of each date requested, including start time and end time



## APPLICATION FOR PARK AND BEACH PERMIT, PAGE 2

AT THE EDGE OF THE CITY AND  
THE HEART OF EVERYTHING

Village of Shorewood  
3930 N Murray Ave.  
Shorewood WI 53211  
Telephone (414) 847-2601

To the Village of Shorewood, Wisconsin: I hereby make application for a Park and Beach Permit in the Village of Shorewood, Wisconsin, subject to the provisions and limitations of Section 400-2 of the Village of Shorewood Municipal Code, and hereby agree to comply with all laws, resolutions, ordinances and regulations, affecting said activity, if a license be granted me. I hereby release, discharge, hold harmless and agree to defend the Village of Shorewood, its officers, agents, and employees from and against any and all loss that may arise out of or result from, in any way, in whole or in part, the scheduled activity and the conduct or actions of any individual participating in or attending the scheduled activity.

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, I certify that the aforementioned information is correct to the best of my knowledge and I agree to operate this business according to law and that the rights and responsibilities conferred by the permit, if granted, will not be assigned to another.

Applicant's Signature

3/12/2025

Date

### Instructions, Requirements, and Regulations

**Site Plan Requirement:** All applicants are required to submit a detailed Site Plan/Map. Site plans/maps must identify location of sales, tents, classes, etc. Specify if any Village personnel or services are being requested. Time for Village personnel to be onsite for Police, Public Works, or any services will be billed at the personnel's hourly rate.

**Certificate of Insurance:** All applicants are required to submit a Certificate of Insurance naming the Village of Shorewood as an additional insured party.

**Other Licenses:** If the applicant is applying for other licenses such as a Short-Term Cabaret License for amplified sound.

**Requests for Multiple Days:** If request is for more than one day, applicants are required to submit a detailed listing of each date, indicating start time and end time.

**Applicants with Multiple Employees:** If there will be multiple employees utilizing the permit, applicants are required to submit a detailed listing of each employee, indicating names and addresses.

**Sales of Food/Drink Prohibited:** The sale of food and/or beverages is prohibited under this permit unless applicant received Temporary Class "B" license or food establishment license obtained from the North Shore Health Department (both shall be included in application). Temporary Class "B" license may be issued only to "bona fide clubs and chambers of commerce, to county or local fair associations or agricultural societies, to churches, lodges or societies that have been in existence for at least six months and to veterans' organizations.

**Temporary Setup:** All structures, equipment, materials, etc. required to perform the activity requested must be temporary and removed on each day of the activity.

**Non-Exclusive Use:** A permit, if one should be granted, does not provide exclusive use of any park or beach space .

**Proof of Permit:** Permit holders are required to have with them the permit when conducting the permitted activity within Atwater Park. The Village of Shorewood and any designated staff member by the Village Manager retains the right to request proof of permit of any permit holder.

**CPR & First Aid Certification Encouraged:** The Village of Shorewood encourages all applicants to have current CPR & First Aid Certification.

**Compliance with Federal, State, and Local Regulations:** All applicants and participants must at all times comply with all Federal, State, and Local regulations, including but not limited to Chapter 400 "Parks and Recreation" and Chapter 383 "Noise" of the Shorewood Village Code.

**Cancellations/Refunds:** The Application Fee is non-refundable. Upon written request and written notification of cancellation at least one week prior to the event, the Per Day Fee may be reimbursed to the applicant. Permit can be transferable to another day or time within 60 days of the originally scheduled event if unable to use permit due to weather.

**List of Each Employee**

<b>Demetri Douros</b>	<b>4433 N Farwell Ave, Shorewood, WI 53211</b>
<b>Brian Cothroll</b>	<b>4433 N Stowell Ave, Shorewood, WI 53211</b>
<b>Jonathan Kowalski</b>	<b>2621 E Menlo Blvd, Shorewood, WI 53211</b>
<b>Tommy Vollman</b>	<b>4144 N Larkin St, Shorewood, WI 53211</b>
<b>Tim Birkel</b>	<b>3925 N Farwell Ave, Shorewood, WI 53211</b>
<b>Kyle Leppert</b>	<b>4508 N Larkin St, Shorewood, WI 53211</b>
<b>Bevan Dobberpuhl</b>	<b>2614 E Newton Ave, Shorewood, WI 53211</b>
<b>Ryan Heinemann</b>	<b>3508 N Shepard Ave, Shorewood, WI 53211</b>
<b>Tom Naleid</b>	<b>1912 E Kensington Blvd, Shorewood, WI 53211</b>
<b>Anthony Lopresti</b>	<b>4049 N Lake Drive, Shorewood, WI 53211</b>
<b>Jennifer Hawkins</b>	<b>2722 E Newton Ave, Shorewood, WI 53211</b>

**\*Individuals are volunteers and do not receive any compensation**

**Multiple Day Event**

**Friday May 23, 2025**

5:00pm - Set up event, Ready Field and Concession Stand

6:00pm - Skills Challenge & Home Run Derby

8:00pm - End of Skills Challenge & Home Run Derby

**Saturday May 24, 2025**

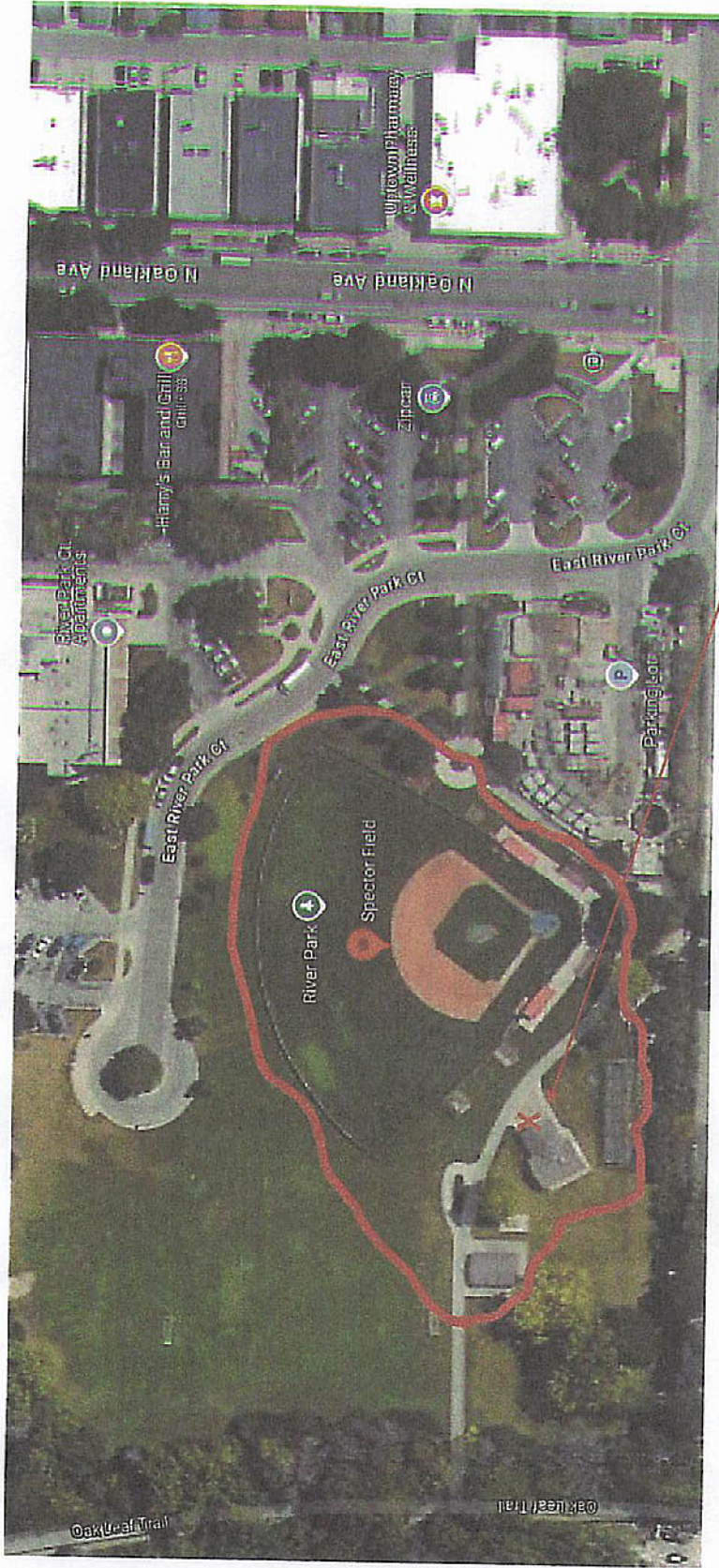
8:00am - Field preparation for start of games on Spector Field

8:30am - 8:00pm - Games played on Spector Field. Playing time will be approximately 90 minutes per game. Award presentation after final game.

**Sunday May 25, 2025**

8:00am - Field preparation for start of games on Spector Field

8:30am - 8:00pm - Games played on Spector Field. Playing time will be approximately 90 minutes per game. Award presentation after final game.



The tournament will utilize Spector Field at River Park. The red "X" marks the concessions stand. Guests will be able to purchase food and drinks from the stand.





# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD

---

**Agenda Item:** Consider Applications for Special Privilege Approval for outdoor seating in the sidewalk public right of way at C-Viche, 4330 N. Oakland Ave.

**Date:** April 7, 2025

**Presenter:** Bart Griepentrog, AICP

**Department:** Planning & Development

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**History** – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.*

Per Village Code [466-18](#), Special Privileges for obstructions on the public right of way may be granted by the Village Board. To further clarify that practice, the Village Board has also adopted [Policy 18](#) Outdoor Seating in the Public Right-of-Way. This policy was most recently updated on December 17, 2018, and allows temporary outdoor seating from March 15 through November 15, subject to Village Board approval.

As part of its annual work plan, the Planning & Development Department e-mailed invitations and applications to commercial businesses who have received Special Privilege for Outdoor Seating approvals in the past or have recently opened. Invitations to 18 businesses were sent out. Eleven applications were approved on March 3, 2025. One additional application has been received for consideration.

---

**Agenda Item Discussion** – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

The application and seating plan up for consideration is attached to this memo. The applicant has indicated that their plan remains the same as their 2024 installation.

All applicants are required to sign agreement to the General Conditions for Special Privilege Approval stipulated on page 2 of the application, in addition to specific requirements associated with Outdoor Seating stipulated within Exhibit 1 of the application. Current insurance documentation will be confirmed from all applicants prior to the issuance of permits.

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**Fiscal Note** – *Please include the budget impact for this agenda item.*

A \$100 application fee is required for consideration. That revenue is deposited in the Planning & Development Department's Miscellaneous Revenue account (100-2400-48900).

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**Community and Business Outreach** – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached*

*communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes       No

---

**Action Required / Recommended** – *Please include the recommended motion or possible actions for this agenda item.*

I move to approve the Application for Special Privilege Approval for outdoor seating in the sidewalk public right of way at C-Viche, 4330 N. Oakland Ave.

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**Attachments** – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Exhibit 1 – Outdoor Seating within the Public Right-of-Way Requirements
2. Application for Special Privilege Approval for outdoor seating at C-Viche, 4330 N. Oakland Ave.

48518



# APPLICATION FOR SPECIAL PRIVILEGE APPROVAL

Village of Shorewood  
 Planning & Development Department  
 3930 N. Murray Avenue, Shorewood,  
 WI 53211  
 Phone 414.847.2606  
 Email: PAD@villageofshorewood.org  
 www.villageofshorewood.org

OFFICE USE ONLY		FEE	\$100.00
Permit ID	25-0493	Received	3.13.25
Insurance Certificate Exp.			
P & D Approval N/A			
Village Board Date	4/7/25	Approved	Y N

*Approval by the Village Board of Trustee's is required before any temporary or permanent object is placed within the public way throughout the Village of Shorewood, including overhanging objects according to provisions of Section 66.0425 of the Wisconsin Statutes.*

Property Address: 4330 N Oakland Ave			
Improvement Category (check one)			
Plantings	<input checked="" type="checkbox"/> Outdoor Seating (*Exhibit 1)	Parklet (*Exhibit 2)	Other
Description of Public Way Improvement:			
we will keep 5ft clearance for foot traffic			
Reason for Public Way Improvement:			
out door seating			
APPLICANT INFORMATION		PROPERTY OWNER INFO (if different from applicant)	
Name	Madalynn Park	Name	Derek Grams
Address	4330 N Oakland Ave	Address	PO Box 11185
City/State/Zip	Shorewood WI 53211	City/State/Zip	Shorewood WI 53211
Phone	414 731-4043 Alt. Phone	Phone	414 793-3185 Alt. Phone
Email	maddy@c-viche.com	Email	

### Material Submission

A certificate of liability insurance in the sum of \$100,000 - \$300,000 bodily injury, and \$25,000 property damage, insuring the Village against any liability that might arise by reason of this privilege must be filed with this application. This certificate must be kept current throughout the existence of this privilege.

Site plan showing proposed item(s) in public way with dimensions and pictures of location.

For **Outdoor Seating**, the petitioner is required to submit a map indicating the proposed layout/plan of any furniture, planters, or other materials to be placed within the public right-of-way. Specifically:

- Location and number of tables, chairs, and any other materials
- Measured distance from building to curb and the width of the open sidewalk
- Dimensions of all materials
- The size, location, and number of items may not be increased from that which is approved

For **Parklets**, the petitioner is required to submit:

- Site plan to scale showing parklet, public sidewalk and building line
- Include all dimensions of parklet and distance from building to parklet
- Elevation and material description
- Provide one copy of a written notice to neighboring businesses and residents within 100 Linear Feet including properties opposite side of the street. Include separate list of all addresses. Shall be distributed at least 14 days prior to Village Board consideration.


**Read below and sign for explanation of terms and conditions of special privilege approval.**

**General Conditions for Special Privilege Approval**

1. The petitioner agrees that the Village of Shorewood, its employees, agents or representatives, shall be held harmless from all liability for injury to the previously mentioned property and damages accruing there from by acts of any Village employees, agents, or representatives in carrying on their assigned duties in such capacity of employment, on the property above described.
2. The petitioner agrees to remove said privilege whenever public necessity so requires or when ordered upon resolution adopted by the Village Board.
3. The petitioner agrees to comply with all laws of the State of Wisconsin and all ordinances of the Village of Shorewood, to abide by any order or resolution of the Village Board affecting this privilege, to be primarily liable for damages to person or property by reason of granting such privilege, and to hold the Village of Shorewood harmless from any or all liability.
4. Petitioner agrees that if in the opinion of the Planning & Zoning Administrator of the Village of Shorewood, the privileges, projections or encroachments permitted herein become out of repair, unsafe or unsightly, and upon receipt of written notice thereof, petitioner will, within five (5) days from the receipt thereof, maintain, repair, or remove such privilege, projection or encroachment at petitioner's expense. It is further agreed and understood that should petitioner fail to comply with said notice to maintain, repair or remove said privilege, projection or encroachment, the Village of Shorewood will have the right to maintain, repair or remove such privilege, projection or encroachment and charge the cost of same to petitioner or property owner.
5. Should this special privilege be discontinued for any reason whatsoever, petitioner agrees to remove all construction work executed pursuant to this special privilege, to restore to its former condition (subject to the approval of the Planning & Zoning Administrator), any curb, pavement, or other public improvement which was removed, changed or disturbed by reason of the granting of this privilege. Petitioner further agrees not to contest the validity of Section 66.0425 of the Wisconsin Statutes, or the legality of this special privilege in any way.
6. The petitioner must cooperate with and be responsive to the Shorewood Department of Public Works (DPW) so that the DPW may efficiently complete tasks and activities related to cleaning and maintenance of the right-of-way.

***As the petitioner, I have read the above and agree to all of the conditions.***

***I further agree to inform my employees/staff of these requirements if applicable.***

  
\_\_\_\_\_  
Signature

3/13/2025  
\_\_\_\_\_  
Date

PRINT

RESET

SUBMIT

## EXHIBIT 1

### Outdoor Seating within the Public Right-of-Way Requirements

1. A minimum of **five (5)** feet of the **six-foot** public sidewalk shall remain unobstructed at all times. This shall be a guideline subject to the discretion of the Planning & Development Department and, finally, the Village Board in authorizing such a permit.
2. Tables, chairs, planters, and other items may be located on both sides of the public sidewalk only if Requirement #1 can be completely satisfied and such use was indicated and approved in the original application for the Outdoor Seating Permit.
3. No seating shall be allowed within a designated curbside bus stop area.
4. Seating may extend beyond the petitioner's property lines with the written approval of the adjacent property and/or business owners.
5. Any area provided by this permit may be used and/or occupied during the specified times:
  - a. Sunday through Thursday 7 a.m. to 10 p.m.
  - b. Friday through Saturday 7 a.m. to 11 p.m.Anyone wishing to use this permit beyond the hours given requires approval from the Village Board of Trustees.
6. The petitioner may request that public street furniture be removed from the immediate area by the Shorewood Department of Public Works. Public street furniture **will not** be moved or rotated on a seasonal basis.
7. The petitioner shall make arrangements for proper litter control and removal of waste generated by dining patrons. Public waste receptacles will not be provided for this purpose. Sidewalks and public areas must be kept clean and clear of debris.
8. Amplified music is prohibited. Noise complaints that are not addressed is a reason for revoking special privilege permit or non-renewal.
9. All applicable fees shall be submitted with the Special Privilege permit application. Outdoor Seating shall be allowed between **March 15 and November 15**, by permit. All permits, regardless of issue date, shall expire on **November 15** of the year of issuance. Applications for renewal shall be made in the same manner as the original application. Permits are not transferable or assignable.
10. Violations of the above shall be investigated by the Planning & Zoning Administrator. Any violations brought to the attention of the petitioner shall be corrected within a reasonable period of time as determined by the Village. Violations not corrected within five (5) days from being cited or advised of a violation shall be considered uncorrected. Three (3) uncorrected violations shall result in the loss of outdoor seating in the public way.



## Outdoor Seating Agreement

Please submit this form with your Application for Special Privilege Approval, if your business has outdoor seating plans that were approved in 2024 by the Village Board that are on file with the Planning & Development Department and are not changing in 2025.

\*A new plan is required, if seating arrangements will be different from the previous season.

I, Madalynn Park agree that the outdoor seating plans that the  
(Please Print)  
Village of Shorewood has on file from the 2024 outdoor dining season for  
C-riche located at 4330 N Oakland Ave  
(business name) (business address)  
will remain the same and not be altered for the 2025 outdoor dining season.

No seating plan is required to be submitted if no changes are made to the previous years approved plans.

  
Signature

3/13/2025  
Date

Oakland Ave



Sidewalk



Plants

DOOR



DOOR



Olson  
HOUSE

C- niche

Tables

- ① 24 x 32
- ② 24 x 42



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD

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**Agenda Item: Consider possible donation for Conservation Committee Rebate Program.**

**Date: April 7, 2025**

**Presenter: Rebecca Ewald, Village Manager**

**Department: Village Manager's Office**

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### History

May 20, 2024 – the Village Board approved [Policy 45 Donations](#).

October 2024 - Conservation Committee Chair Povak, Staff Liaison Anderson and Village Manager Ewald met to review activities of the committee. A member of the Shorewood Foundation Alan Purintun suggested the Village provided a rebate program for electric leaf blowers. The Village Manager relayed that the Village does not have the capacity to administer this program, but desired to support the program via an application on our webpage and communication channels, if administered by a volunteer. The Village Manager sought input from the Village Attorney regarding linking an application to the Village's website for "the Foundation has this incentive program and here is an online link or form to apply" would be fine, with the understanding that the Shorewood Foundation would utilize its own private funds to provide such rebates to residents that trade in their gas powered leaf blower for electric, with no Village funds being involved. It was recommended that submissions go directly to the Foundation to be processed by that entity independent of the Village.

[March 3, 2025](#) – the Community & Business Relations Committee met to review the request. The Committee was informed that just prior to the March 3 staff liaison Anderson received an email from the Shorewood Foundation relaying the grant committee reviewed the request but prefers turning the funds over to the Village for the Village to administer the program and issue the draws to the administrator or directly issue the rebate checks. The committee discussed previous audit guidance. Following the meeting, applicant Alan Puritin communicated to the Foundation the Village would not be the fiscal agent for the grant.

March 11, 2025 - Chair Povak notified the Village Manager's Office that the Leaf Blower Pilot received funding from the Shorewood Foundation, and she awaits receipt of formal notification. The Foundation will administer it from its own banking facilities - with Alan still doing the work acting in the capacity of non-board-member volunteer. Alan suggested that solution, as there were a couple of board members who did not want this to run through a private bank account, understandably. It also sounds like the Foundation might be moving towards a model where grants should be administered by an official "entity", not an individual, hence their previous desire to have the Village of Shorewood administrate the funds.

March 17, 2025 – the Community & Business Relations Committee recommended the Village Board approve the Village Manager Office (VMO) staff creating the application page for the grant on the Village website with the content provided by the volunteer/Conservation Committee managing the program, estimated 1 hr. from the VMO office. Administration, applications and questions directed to the approved volunteer(s)/Conservation Committee managing the program. The Village will promote the program through our standard communications channels. Village staff nor the Village of Shorewood will be acting in the capacity of fiscal agent.

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## Overview

Chair Povak, she informed the Committee submitted a grant application to the Shorewood Foundation for an electric leaf blower rebate program. The Village Manager shared the donation policy and relayed the grant and donation, as requested by the Conservation Committee, needs approval by the Village Board as the Conservation Committee is an entity of the Village. Response to the questions on the donation form were provided via email and attached hereto for further clarification.

The Village Manager provided Chair Povak with some background. Staff members are required to obtain Village Board approval prior to submission of grant applications unless the grant is annual (ex. Standard police enforcement funding, annual DNR recycling grant) or an urgent issue that precludes approval, which is rare. Another piece of history, the Village Board proactively sought an audit of all cash handling and donation procedures, inclusive of committees, after my arrival. As a part of the audit, we have minimized and streamlined any cash handling transactions, including donations. Funds for the largest donated item the Ghost Train were no longer advanced to the Village, and the Public Art Committee voted on approval of invoices made requests to the Shorewood Foundation for funds to be paid directly to vendors following approval by the Committee.

The Committee requested Chair Povak to come back to the Committee following a decision of the Shorewood Foundation on March 11. The grant was approved by the Shorewood Foundation and the Community & Business Committee recommended the Village Board approve the Village Manager's Office (VMO) staff creating the application page for the grant on the Village website with the content provided by the volunteer/Conservation Committee managing the program, estimated 1 hr. from the VMO office. Administration, applications and questions directed to the approved volunteer(s)/Conservation Committee managing the program. The Village will promote the program through our standard communications channels. Village staff nor the Village of Shorewood will be acting in the capacity of fiscal agent.

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**Financial Impact:** Village Manager Office (VMO) staff will create the application page for the grant on the Village website with the content provided by the volunteer managing the program, estimated 1 hr. from the VMO office. Administration, applications and questions will be directed to the approved volunteer managing the program. The Village will promote the program through our communications channels.

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## Possible motion:

*I move to approve the grant/donation submitted by the Village Conservation Committee, with the Village's involvement limited to, Village Manager Office (VMO) staff creating the application page for*

*the grant on the Village website with the content provided by the volunteer/Conservation Committee managing the program, estimated 1 hr. from the VMO office. Administration, applications and questions directed to the approved volunteer(s)/Conservation Committee managing the program. The Village will promote the program through our standard communications channels. Village staff nor the Village of Shorewood will be acting in the capacity of fiscal agent.*

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**Attachments:**

1. Conservation Committee grant submission to Shorewood Foundation

## **Rebate Program: Incentivize Replacement of Gasoline-Powered Leaf Blowers with Electric Alternatives**

**Introduction** The Shorewood Conservation Committee proposes a pilot program aimed at incentivizing community members to switch from gasoline- to electric-powered leaf blowers. We will offer owners of these implements an opportunity to receive a financial rebate if they choose to upgrade to an electric unit. Gasoline-powered leaf blowers have negative impacts on our community and the broader environment. High-decibel noise associated with gasoline-powered leaf blowers is a well-cited nuisance within the Village. Additionally, this type of yard equipment generates emissions such as VOCs and CO<sub>2</sub> which contribute to poor air quality and diminished human health. Shorewood's Vision 2025 states that the Village is to be an ecologically responsible community with an appreciation for sustainability. Providing an incentive to encourage community members to transition from loud, polluting leaf blowers to electric alternatives aligns with Village goals and community values.

### **Background**

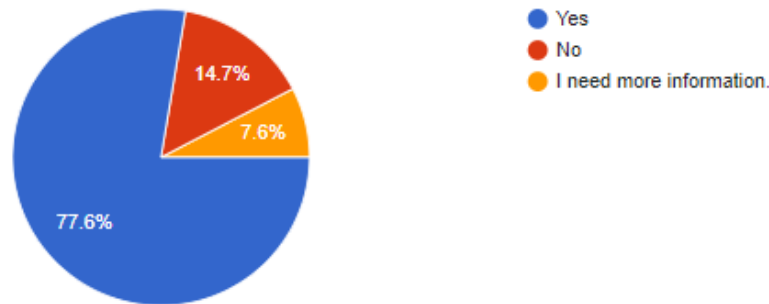
The Shorewood Conservation Committee serves community members by recommending the adoption of policies, programs, and projects to accomplish its goals and objectives towards sustainability and conservation efforts. To better understand the needs of village residents, the Committee encourages community members to attend meetings to voice their concerns, gathers qualitative feedback at events and forums, and conducts surveys.

The Committee has frequently heard from community members regarding the nuisance of gasoline-powered leaf blowers. Concerns include the high-decibel noise and environmental consequences. These concerns are valid. Gasoline-powered leaf blowers pose several health risks due to their emissions of particulate matter, carbon monoxide, unburned fuel, and ozone. Additionally, the loud noise generated by gasoline-powered leaf blowers can lead to hearing loss and cardiovascular stress for the user (California Air Resources Board, February, 2000) and general disruption of peace and quiet within the neighborhood. Gasoline-powered leaf blowers and other small internal combustion engine (ICE) engines used in lawn equipment have a significant carbon footprint as well. According to Quiet Clean PDX, a volunteer group that is working to phase out gasoline-powered leaf blowers, approximately 25 pounds of CO<sub>2</sub> are emitted per gallon of gasoline burned, which translates to 15 million tons of CO<sub>2</sub> emitted in the US per year for lawn maintenance (Quiet Clean PDX, 2019).

In an effort to hear from the broader community, the Committee promoted a lawn-care survey through the *Village Manager's Memo* in 2024. One question addressed restrictions on gasoline-powered leaf blowers. 77.6% of respondents indicated they would support restrictions, see results below:

## Would you support restrictions on the use of gas-powered leaf blowers?

170 responses



Given that enacting restrictions is a relatively hard-line approach, we were surprised that so many survey respondents were in favor. The people of Shorewood clearly would like to see the use of gasoline-powered leaf blowers reduced. In addition, Trustees Stokebrand and McGovern have expressed support for exploring ways to reduce the use of internal combustion engine- (ICE-) powered yard equipment in conversations with the Shorewood Conservation Committee.

### **Pilot Program**

We propose incentivizing community members who currently use gasoline-powered leaf blowers to properly dispose of the tool and purchase an electric version. We will offer a monetary rebate, mailed to individuals who provide proof of purchase and residence and a signed attestation that they will dispose properly of their old leaf blower. Rebate funds would be provided by a grant from the Shorewood Foundation, which would disburse funds to a Committee-appointed individual who would administer the program (collect documentation, write and mail checks, maintain records). We have spoken with Rebecca Ewald, Shorewood Village Manager, who said the Village will support the pilot by including a link on their website containing the necessary forms needed to qualify. The Village will also assist the Conservation Committee in promoting the pilot project.

A Committee-appointed administrator will review receipts, proof of residence, and attestations on a regular basis and issue rebate checks while funds last. The administrator will submit periodic disbursement requests to the Shorewood Foundation and notify qualified individuals that their request is being processed. Disbursed funds will be transferred to the administrator's bank account, from where they issue checks to qualified participants. The administrator will maintain all participant records and documentation, as well as bank records, and share as required by the Shorewood Foundation. The administrator will work in partnership with the Shorewood Conservation Committee and the Village of Shorewood to develop program guidelines so participants understand requirements and responsibilities.

While the pilot is focused on leaf blowers, we hope to expand the program to include additional gasoline-powered yard equipment, such as lawnmowers, chain saws and snow blowers, in subsequent years. A pilot phase will give the Committee time to test the effectiveness of and interest in the program, as well as streamline unforeseen administrative challenges.

### **Benefits to Shorewood Community**

Gasoline-powered leaf blowers contribute to noise pollution, air pollution, and have negative health impacts on the user. Many communities have banned gasoline-powered leaf blowers (such as Montclair, NJ, effective in 2023; Montclair, 2021) or introduced legislation to do so. Based on the Conservation Committee Survey, many Shorewood residents may support such measures in our community. By taking a less draconian rebate approach, we can begin to address this community value without alienating neighbors who may have a different perspective. The pilot program will also allow us to test interest, enhance education and awareness, and define clear next steps for expanding upon this work.

### **Funding and Timeline**

We are asking the Shorewood Foundation for \$2,832. This will be paired with matching funds from the Friends of Atwater Beach (FAB). We have consulted with the leadership of FAB, who have indicated their willingness to pledge the use of their Shorewood Foundation dedicated fund balance (\$4668) in support of this proposal. The rebate amount will be set at \$100 per property, while funds last. We plan to work with the Village to create the guidelines, forms, and weblink in April, and start advertising the program in May. We aim to align the rebate program with spring yard cleanup.

### **References:**

California Air Resources Board. (February, 2000). *Health and environmental impacts of leaf blowers*. California Air Resources Board. Retrieved January 31, 2025, from <https://ww2.arb.ca.gov/sites/default/files/2018-11/Health%20and%20Environmental%20Impacts%20of%20Leaf%20Blowers.pdf>

Quiet Clean PDX. (2019, November 12). *Gas-powered leaf blower emissions factsheet*. Quiet Clean PDX. Retrieved January 31, 2025, from <https://www.quietcleanpdx.org/wp-content/uploads/2019/11/Gas-Powered-Leaf-Blower-Emissions-Factsheet-11.12.pdf>

Village of Shorewood. (2015). *Vision 2025 Implementation Plan*. Retrieved Feb 4, 2025 from <https://www.villageofshorewood.org/DocumentCenter/View/3237/Vision-2025-Implementation-Plan-PDF?bidId=>



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD



**Agenda Item:** Consider volunteer committee appointments to the Conservation Committee.

**Date:** April 7, 2025

**Presenter:** Toya Harrell, Village Clerk

**Department:** Clerk's Office

**History** – Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.

May 6, 2024 - Committee nominations are consistent with the guidelines in [Policy 30](#). The Judiciary, Personnel and Licensing Committee moved to recommend appointments and reappointments to go before the Village Board for consideration.

May 20, 2024 - The Judiciary, Personnel and Licensing Committee were presented additional names for appointment/reappointment consideration.

March 17, 2024 - The Judiciary, Personnel and Licensing Committee recommends the three appointments within this memo ([link](#), pp. 119).

**Agenda Item Discussion** – Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.

Although the Village is about to begin the annual volunteer committee appointments/reappointments, there have been three vacancies on this committee for some time. There have been applications received and reviewed by the Committee Chair and these three appointments would fill the current vacancies.

Since the JP&L Meeting on March 17, a new resignation from the committee was received. With these three appointments, one vacancy will remain.

Committee	Reappointments	Remaining seats to fill	New Applicant(s)
Conservation Committee	N/A	4	JoAnn Macken Alan Purintun Erin Syverson

**Community and Business Outreach** – If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in the attached communication plan how community groups and businesses will be informed of action after Village Board consideration.

Yes       No

If Yes, identify how and what community groups and businesses were notified.

**Fiscal Note** – *Please include comments on the fiscal impact of this action.*

No fiscal impact.

---

**Action Required / Recommended** – *Please include the recommended motion or possible actions for this agenda item.*

Recommend motion: *“I move to approve the slated appointments to the Conservation Committee for membership.”*

---

**Attachments** – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Volunteer Applications

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Chris Anderson](#); [Rebecca Ewald](#); [Mai Chang](#); [Toya Harrell](#)  
**Subject:** Online Form Submittal: Volunteer Appointment Application  
**Date:** Monday, December 16, 2024 9:18:51 AM

---

## Volunteer Appointment Application

### Step 1

---

#### Volunteer Appointment Application

*The Village is recruiting community members to serve on its Boards, Commissions and Committees. Please fill out the following form to apply. If you want information about the application process or a description of each volunteer body, go to [www.villageofshorewood.org/27/Boards-Committees](http://www.villageofshorewood.org/27/Boards-Committees).*

*If you have any questions, please email Rebecca Ewald at [rewald@shorewoodwi.gov](mailto:rewald@shorewoodwi.gov) or call at 414-847-2701.*

*If you would like a printable PDF version of the application to mail or drop off at Village Hall, you can go here:*

*<https://www.villageofshorewood.org/DocumentCenter/View/194/Committee-Volunteer-Application-Printable-PDF>*

---

I am interested in serving on: Conservation Committee

For each Board, Commission and Committee you express interest, please rank your interest (with 1 being your highest interest followed by 2, 3, etc.) and identify if you've attended a previous meeting.

1. Conservation Committee  
I attended meetings several years ago.

---

Other *Field not completed.*

### Step 2

---

First Name JoAnn

Last Name Macken

Home Address 

Email 

Home Phone 

---

Occupation	writer
Office Phone	<i>Field not completed.</i>

### Step 3

How long have you been a Village resident?	32 years
Are you familiar with the duties and responsibilities of this office?	Yes
Do you hold an elected or appointed public position or office?	No
If so, what office(s) or position(s)?	<i>Field not completed.</i>
Are there other activities in which you are involved that would interfere with your attendance or serve as a conflict of interest?	No
If so, what activities?	<i>Field not completed.</i>

### Step 4

How did you hear about the opportunity to serve on the Village of Shorewood Committee?	Village Website
Other:	Meenal Atre

(Section Break)

#### Short Answer Responses

*The Village Board is asking applicants to provide a short answer response to the following questions. The level of thought as well as quality included in your responses will be used by the Village Board to determine which applicants to interview for vacant positions on Village boards, commissions and committees. It is recommended to provide a response that is at least a paragraph in length however, this not required.*

General Interest	I want to join the Conservation Committee because I'm concerned about the environment. I want to do what I can to help, and I think it's most effective to focus on local issues. I'm especially interested in efforts to minimize the use of plastic bags and pesticides.
------------------	--

I'm a cofounder of Bring Your Bag Shorewood. We organize Sewing Bees, sew reusable shopping bags from donated fabric, and distribute them for people to borrow or use and reuse.

I'm also a gardener, and I enjoy learning about and growing plants. I raised monarchs for many years and then realized that I could help them and other wildlife more by growing milkweed and other native plants. Now I collect seeds and grow plants for our yard and a neighborhood garden and to give away.

---

**Education and Work Experience**

B.A in Economics  
M.F.A. in Writing for Children and Young Adults  
author of more than 140 books for children  
former managing editor for an educational publisher  
former teacher of writing classes at four Wisconsin colleges

---

**Diversity Experience**

NA

---

**Other Organizations**

Society of Children's Book Writers and Illustrators  
Authors Guild  
Grassroots North Shore

---

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**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Chris Anderson](#); [Rebecca Ewald](#); [Mai Chang](#); [Toya Harrell](#)  
**Subject:** Online Form Submittal: Volunteer Appointment Application  
**Date:** Monday, February 10, 2025 11:13:18 AM

---

## Volunteer Appointment Application

### Step 1

---

#### Volunteer Appointment Application

*The Village is recruiting community members to serve on its Boards, Commissions and Committees. Please fill out the following form to apply. If you want information about the application process or a description of each volunteer body, go to [www.villageofshorewood.org/27/Boards-Committees](http://www.villageofshorewood.org/27/Boards-Committees).*

*If you have any questions, please email Rebecca Ewald at [rewald@shorewoodwi.gov](mailto:rewald@shorewoodwi.gov) or call at 414-847-2701.*

*If you would like a printable PDF version of the application to mail or drop off at Village Hall, you can go here:*

<https://www.villageofshorewood.org/DocumentCenter/View/194/Committee-Volunteer-Application-Printable-PDF>

---

I am interested in serving on:	Community Development Authority, Conservation Committee, Plan Commission
--------------------------------	--

---

For each Board, Commission and Committee you express interest, please rank your interest (with 1 being your highest interest followed by 2, 3, etc.) and identify if you've attended a previous meeting.	Conservation 1, CDA 2, Plan Commission 3
--	--

---

Other	Any other group(s) that could make good use my technical-writing and finance background
-------	---

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### Step 2

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First Name	Alan
------------	------

---

Last Name	Purintun
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---

Home Address	[REDACTED]
Email	[REDACTED]
Home Phone	[REDACTED]
Occupation	retired (intelligence analyst / financial manager / investment professional)
Office Phone	<i>Field not completed.</i>

**Step 3**

How long have you been a Village resident?	19 years; also grew up here (long ago)
Are you familiar with the duties and responsibilities of this office?	Yes
Do you hold an elected or appointed public position or office?	Yes
If so, what office(s) or position(s)?	ESAB member (new in 2024); Shorewood Foundation board (ends 5/25)
Are there other activities in which you are involved that would interfere with your attendance or serve as a conflict of interest?	No
If so, what activities?	<i>Field not completed.</i>

**Step 4**

How did you hear about the opportunity to serve on the Village of Shorewood Committee?	<i>Field not completed.</i>
Other:	past Village service

(Section Break)

Short Answer Responses

*The Village Board is asking applicants to provide a short answer response to the following questions. The level of thought as well as quality included in your responses will be used by the Village Board to determine which applicants to interview for vacant positions on Village boards, commissions and committees. It is recommended to provide a response that is at least a paragraph in length however, this not required.*

---

**General Interest**

I have served on the board of the Shorewood Foundation since 2015 and the ESAB since 2024. I also served as treasurer of Friends of Atwater Beach (2018 - present; though this group is currently dormant). My commitment to the Foundation ends in May 2025, so I will have capacity to take on a new role or roles.

My strongest affinity is with the Conservation Committee, with which I have collaborated in the past few months (~October 2025 - February 2025) on an initiative to reduce the use of gasoline-powered lawn/garden implements in the Village. However, I am happy to consider an appointment to any group that could use either financial-management or technical-writing/editing help, as I have professional experience in both fields.

---

**Education and Work Experience**

I served for six years as an intelligence officer with the CIA; this position involved extensive technical writing and editing.

I worked as the principal financial manager for a small investment-management firm (Oarsman Capital) for 24 years. I was responsible for all financial aspects of running this business, which was a start-up and grew to approximately \$5M in annual revenue before I retired in 2024.

For a total of 30 years I was a professional investment-manager with Oarsman and RW Baird, working with both institutional and individual clients. I have extensive knowledge of and experience with all types of public-market investments (stocks, bonds, mutual funds, etc.); I also headed client-communication efforts (writing periodic newsletters) at both firms. I was awarded the Chartered Financial Analyst (CFA) designation early in my career (1997).

My post-secondary education comprises an undergraduate degree in history (Yale College) and a finance MBA (Dartmouth College)

---

**Diversity Experience**

I am the parent of an adopted Chinese child. I have one niece and one nephew who are gay; my niece and her wife are raising two children without publicly disclosing their biological sexes.

---

**Other Organizations**

Besides work in the Village (Shorewood Foundation board, treasurer, president of; ESAB board; FAB), I volunteer extensively for Yale University. I have served as both treasurer and president of the Yale Association of Wisconsin and currently serve as director/coordinator of Yale College admissions

interviewing for SE Wisconsin. I also volunteer intermittently with several local groups (Urban Ecology Center, Riverwest Food Pantry, Friends of Atwater Beach, Friends of Lake Park, etc.)

---

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**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Chris Anderson](#); [Rebecca Ewald](#); [Mai Chang](#); [Toya Harrell](#)  
**Subject:** Online Form Submittal: Volunteer Appointment Application  
**Date:** Friday, January 24, 2025 4:22:14 PM

---

## Volunteer Appointment Application

### Step 1

---

#### Volunteer Appointment Application

*The Village is recruiting community members to serve on its Boards, Commissions and Committees. Please fill out the following form to apply. If you want information about the application process or a description of each volunteer body, go to [www.villageofshorewood.org/27/Boards-Committees](http://www.villageofshorewood.org/27/Boards-Committees).*

*If you have any questions, please email Rebecca Ewald at [rewald@shorewoodwi.gov](mailto:rewald@shorewoodwi.gov) or call at 414-847-2701.*

*If you would like a printable PDF version of the application to mail or drop off at Village Hall, you can go here:*

*<https://www.villageofshorewood.org/DocumentCenter/View/194/Committee-Volunteer-Application-Printable-PDF>*

---

I am interested in serving on:

Conservation Committee, Parks & Public Spaces Committee

---

For each Board, Commission and Committee you express interest, please rank your interest (with 1 being your highest interest followed by 2, 3, etc.) and identify if you've attended a previous meeting.

1) Conservation Committee  
2) Parks and Public Spaces

I'm sorry if this is a duplicate application from me - I am nearly positive I filled one out before, but just in case....!

---

Other

*Field not completed.*

### Step 2

---

First Name

Erin

---

Last Name

Syverson

---

Home Address	[REDACTED]
Email	[REDACTED]
Home Phone	[REDACTED]
Occupation	Genetic Counselor
Office Phone	<i>Field not completed.</i>

**Step 3**

How long have you been a Village resident?	4 years
Are you familiar with the duties and responsibilities of this office?	Yes
Do you hold an elected or appointed public position or office?	No
If so, what office(s) or position(s)?	<i>Field not completed.</i>
Are there other activities in which you are involved that would interfere with your attendance or serve as a conflict of interest?	No
If so, what activities?	<i>Field not completed.</i>

**Step 4**

How did you hear about the opportunity to serve on the Village of Shorewood Committee?	Village Website
Other:	Googled ways to get involved

---

## Short Answer Responses

*The Village Board is asking applicants to provide a short answer response to the following questions. The level of thought as well as quality included in your responses will be used by the Village Board to determine which applicants to interview for vacant positions on Village boards, commissions and committees. It is recommended to provide a response that is at least a paragraph in length however, this not required.*

---

### General Interest

I have a long-standing interest in environmental initiatives and being a responsible occupant of our planet. While I do what I can as an individual, it's important that not only do humans take collective individual action, but also implement systemic and societal solutions to tackle environmental problems, pollution, and climate change. I have tried to volunteer where I can in urban gardens, trash clean-ups, or other activities, however I have struggled to find consistent ways to become involved, and want to help drive change on a larger level, making it easier for other residents to become involved. My husband and I intend to make Shorewood our long-term home, and I have always been happy that there are environmental initiatives in our village - I would love to help push that forward and learn more about how programs are implemented on a higher level.

---

### Education and Work Experience

I work as a genetic counselor - essentially I spend half of my time in clinic seeing patients with a wide range of disabilities, and the other half of my time as a professor, teaching Masters level students about genetics. These positions require me to be incredibly organized, proactive, and timely. More than anything, being a healthcare provider and educator requires a lot of nimble and creative problem solving! I love brainstorming solutions and don't oftentimes get too intimidated by red-tape - it's just the name of the game and you have to find the best solutions within the confines that you are given. Of course, given my background I am very scientifically minded and like to learn best evidence-based approaches to solving problems.

---

### Diversity Experience

I, myself, did not come from a diverse upbringing. However, I would like to think that I've done a lot of listening and growing over the years, though I acknowledge that I have many more decades of learning to do. I'm incredibly grateful to have been given the room and patience to grow, make mistakes, and be pushed into new levels of understanding. In turn, consistently seek out ways to gain more education on DEIJ topics and to create spaces for my colleagues to learn and grow together.

As an educator and healthcare provider, I of course think it is of utmost importance that we take the time to educate ourselves on the lived experiences and past and current harms that affect our community members. I interact closely with the disability community through my job; my patients frequently have physical and intellectual disabilities, and hearing their stories on the barriers to inclusivity has been eye-opening, to say the least. My students, patients, and

colleagues come from a wide range of diverse backgrounds, and it has been a privilege to learn more about them and their lived experiences. All to say that although I do not add much from a diversity perspective myself, I genuinely learn a little more every day and hope to become a better and better ally.

---

#### Other Organizations

I "belong" to a number of organizations in the sense that I support them monetarily, but no other organizations in which I'm consistently involved in from a volunteer perspective - unless you count the Medical College of Wisconsin staff/student orchestra!

---

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## **VILLAGE OF SHOREWOOD REPORTS AND PRESENTATIONS TO VILLAGE BOARD**

---

**Agenda Item: Consider Lead Service Line, Water Main Evaluation, Schedule for Replacement and Financing.**

**Date: April 7, 2025**

**Presenter: Rebecca Ewald, Village Manager      Department: Village Manager's Office**

---

### **History**

The Village water utility requires a lead service line replacement plan to meet Lead and Copper Rule compliance by 2027. Pre-1941 water main requires evaluation for replacement among both LSL replacement and pavement replacement schedules. Available grants or low interest financing opportunities for LSL replacement may require 2+ years of advance planning for timely submission of applications to determine eligibility and priority ranking. This is layered with the Public Service Commission requirement for Rate Case applications (est. 6-9 months) to modify water rates to finance planned infrastructure improvements.

---

### **Overview**

The RFP attached requests a process to evaluate water main, create a Lead Service Line replacement plan and correlating financing plan. Once a plan is created the evaluation criteria, engineering and financing options available will be utilized to update the plan annually.

Administrative guidance continues to evolve with the Lead Service Line replacement requirements and will continue to be refined or changed based upon federal and state guidance. For the Village to be comply to the new regulations and maximize fiscal opportunities available, the Village needs to build a team identified in the RFP to assist with this endeavor.

---

**Financial Impact:** Fees for these services will be funded by the water utility.

---

### **Possible motions:**

Motion: I move to approve the RFP for Lead Service Line, Water Main Evaluation, Schedule for Replacement and Financing.

---

### **Attachments:**

1. RFP for Lead Service Line, Water Main Evaluation, Schedule for Replacement and Financing



**Request for Proposal – Issued 4/8/2025**  
**Lead Service Line, Water Main Evaluation, Schedule for Replacement and Financing**

**Proposal Requested**

The Village of Shorewood, Wisconsin is requesting proposals from firms with experience and expertise working with municipalities to develop a lead service line capital plan and corresponding financing plan to implement the state and federal regulations.

**Background**

The Village has 3,470 active water services; as of this writing, 82.2% of the public services are lead or presumed lead and 68% of the private services are lead or unknown. (see [Service Line Materials Inventory](#)). A [Water Utility Finance Plan and 2025 PSC rate case](#) was generated with the estimated financial impact of replacing all watermain, public and private services over a 15-year period, at approximately \$44 million. This financing plan informed the [2025-2034 Long Range Financial Plan](#) and Public Service Commission (PSC) rate case is under review.

Since the 1990s, the Village has replaced the public side of the service line during scheduled water main projects. In 2022 the Village passed an ordinance requiring the Utility and property owners to replace any lead service lines at the time of a utility watermain replacement, if repair of the private or public service line is deemed necessary, or during any project to replace lead service lines. At the same time, Shorewood adopted and the PSC approved [Policy 44 Lead Service Replacement Program](#), which outlined the Village’s financial assistance program for the replacement of private lead service lines.

Widespread service replacement on early 1900’s era of watermain raises significant concerns about both the viability of that watermain and the impact to the condition of the street surface above. The Village owns approximately 32.2 miles of water main. Over 84% of the Village water mains were installed in the pre-1941 era and will reach their useful life within the next 15 years. The pre-1941 water main also contains the majority of the lead service lines. Table 1 shows the age of the existing water main.

**Table 1 - Water Main Year Installed**

Installed	Feet of Main	% of Total Main
1901-1920	60,887	35.9%
1921-1940	83,111	48.9%
1941-2000	3,063	1.8%
2001-Present	22,735	13.4%
Total	169,796	100%

The Village’s objective is to identify the most cost-effective approach to a combination of lead service lines and watermain replacement over the next 15 years.

The following water distribution system projects are currently in progress or are scheduled:

2025

- Lake Drive: \$1,918,587 in public watermain/service replacement
- 133 PLSL replacements: \$473,383 total, \$3,559 per service

2026

- +/- 300 Private LSL replacements in Census Tract 804: \$2.3 million
  - SDWL program
  - 75% principal forgiveness
- +/- 300 Public LSL replacements in Census Tract 804 = \$2.5M
- N. Oakland Avenue watermain replacement and Private LSL replacements: \$2.3 million
- Oakland Avenue meter vault: \$500,000

2027

- watermain replacement \$1,100,000
- Public service replacement: \$1,500,000
- 160 PLSL replacements: \$1,280,000 total, \$8,000 per service estimated

**Scope of Work**

Task 1 Establish Plan Parameters

1. Review current Village ordinances and policies related to LSL replacement, including Policy 44 and Ordinance 3043. Provide recommendations for amendments which may be needed to implement a developed capital and financing plan.
2. Establish criteria to be used for replacement schedule development, considering high-risk population prioritization, evaluation of watermain age/condition and current pavement condition ratings, among others.
3. Identify the annual LSL replacement goal rate:
  - a. To comply with LCRI requirements.
  - b. Under current funding limits.
  - c. In the event of a lead level exceedance.

Task 2 Develop Replacement Plan

1. Evaluate the Village's current long-range capital plan; develop a replacement plan schedule that coordinates with existing identified projects.
2. Develop process for managing and tracking lead service line replacement projects, including standard procedures for updating GIS records and public lead service line material dashboard.
3. Update plan annually in Quarter 1 of each year calendar year based upon changes to federal, state, and local requirements and/or funding opportunities.

Task 3 Develop Funding Plan

1. Review Utility's current requested rate increase projections. Coordinate planned annual capital replacement program scope with PSC timelines.
2. Identify specific funding options outside of the water utility rates for both the public and private LSL replacements. Determine eligibility status for all existing available grants and low-interest loan opportunities for LSL replacement. As a part of recommended funding plan, Consultant shall:

- a. Apply, on behalf of the Utility, for grants as determined appropriate through research and program development
  - b. At a minimum, submit a SFY 2026 SDWLP application for an LSL project by June 2025.
3. Create a financing plan to implement the capital plan, accommodating for state and federal deadlines of programs available.

**Task 4 Implementation Strategy**

1. Develop an implementation strategy and timeline for LSL plan, including calendar identifying SDWLP dates and coordination with annual project bidding and construction schedules.
2. Identify resources necessary for plan implementation, including time, budget, and personnel.
3. The implementation plan shall include monitoring and evaluation mechanisms.
4. The final report shall include full replacement schedule graphics and annual schedule graphics.

**Task 5 Communications**

1. Review Village’s existing lead service line communication and outreach efforts, recommending modifications or enhancements as necessary to successfully implement the LSLR Plan.
2. Develop a communication strategy to incorporate public input received during plan development process and annually thereafter with plan updates, as needed.

The final goal of the water utility is to have an LSL Replacement Plan that may be submitted to the WDNR for approval, incorporating the existing long range financial plan, replacement of watermain, with an accompanying financing plan.

**Timeline for RFP**

RFP issued	April 8, 2025
RFP questions due	April 25, 2025 (9 am, CDT)
Proposal question responses emailed	April 28, 2025
Proposals due	May 9, 2025 (9 am, CDT)
Firms notified of Interviews	May 16, 2025
Interviews	May 21, 2025
Recommendation to Village Board	June 4, 2025
Contract approval by Village Board	June 16, 2025

The Village will not be legally obligated to adhere to the dates for interviews and recommendations. The Village reserves the right to accept or reject all proposals, and to select the proposal most advantageous to the Village of Shorewood. Interviews will be conducted by the Chair of the Public Works Committee, Chair of Budget & Finance Committee, Director of Public Works, Public Works Superintendent and Village Manager.

**Proposal Content**

All proposals must follow this format and contain the information listed in this section:

1. Cover page
2. Cover letter, not to exceed 2 pages
  - a. Development Organization Overview – provide the following information about your company: Official registered name (Corporate, D.B.A., Partnership, etc.)
  - b. Company’s name, address, main contact number and email.

- c. Lead contact name, title, address (if different from the above address), direct phone and email.
  - d. Person authorized to contractually bind the organization for any proposals for the RFP.
  - e. Brief history, including the year established and number of years your development team has taken on similar projects.
  - f. Please include documentation/certification of status as a Targeted Business Enterprise (TBE) participation with proposal, if applicable. Participation of a Targeted Business Enterprise (TBE) including Disadvantaged Business Enterprises (DBE) firms certified by and listed in the Wisconsin Unified Certification Program (UCP) director, Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) firms certified by the State of Wisconsin Department of Administration (DOA) and listed in the directory, Small Business Enterprise (SBE) firms certified by Milwaukee County and listed in the Milwaukee County director, and SBE firms that meet the Small Business Administration (SBA) size standards and are listed in the SAM directory. A firm certified in another state must be certified by the Wisconsin Unified Certification Program (UCP) or State of Wisconsin DOA prior to submission of bid.
3. Identify Qualifications of Assigned Personnel
    - a. The name(s) of the principal-in-charge and key technical/professional personnel to be assigned to the Village together with a resume (limited to 1 page for each person) describing the experience and qualifications of each.
    - b. A team organization chart.
  4. References
    - a. Provide names, phone numbers and email addresses for three (3) public client references who will attest to your firm's ability to undertake this type of project.
  5. Recent Project Examples
    - a. Provide at least three examples of recently completed similar projects that your firm has completed.
  6. Project Understanding/Approach
    - a. Provide a statement describing how your project team understands our project and project scope and how you will approach the project.
  7. Project Timeline
    - a. Provide a timeline of key tasks as well as your proposed final submission date to the WDNR. Describe any possible roadblocks to meet your proposed timeline.
  8. Fee Proposal
    - a. Fixed rates shall be submitted for 2025, 2026 and 2027. Thereafter, the contractor may increase billing rates annually, beginning January 1, 2027. The rate increase may not exceed the increase in the Consumer Price Index for All Urban Consumers for Midwest Size B/CI for the immediately previous December to December period. A contract amendment is not required for this billing rate adjustment.
    - b. Please note there will be no reimbursement for travel time, meals, or mileage; these incidental costs should be included in the hourly rates. Only document reproduction costs will be reimbursable.

### **Evaluation Criteria**

The following criteria will be used by the Village as a tool in selecting the best proposal for each site. Evaluation scores do not create any right in or expectation of contract award. Proposals will be evaluated on the accuracy, references and responsiveness of the developer. Reference checks will also be considered.

1. 25 % - Experience of firm, key personnel and experience related to the same.

2. 25% - Experience and approach to community outreach and stakeholder engagement through the duration of the project.
3. 20% - Consultants experience with federal/state/private funding sources and agencies; applying for funding and expending funding meeting all procurement requirements.
4. 10% - Cost for services.
5. 10% - Experience with establishing a workforce development program or model to be used to support and improve the local workforce contracting for LSL replacement.
6. 10% - Participation of Targeted Enterprise Business

## **Instructions to Firms**

### *Submittal Instructions*

1. Please provide (1) digital copy of the proposal via email only to:  
Rebecca Ewald, Village Manager  
[rewald@shorewoodwi.gov](mailto:rewald@shorewoodwi.gov)  
**Deadline: May 9, 2025 – 9 am CDT**
2. Proposals will be accepted on or before the deadline identified above. Proposals received after that date and time will be rejected. Proposals will not be opened publicly.
3. Questions regarding this RFP should only be directed to staff members identified above. Contact with elected officials, committee members and other staff members is grounds for disqualification.

This RFP does not commit the Village to award a contract, to pay any costs incurred in the preparation of a response to this request or to procure or contract for services or supplies. The Village reserves the right to accept or reject any or all proposals received as a result of this request, to waive minor irregularities in the procedure, to negotiate with any qualified source, or to cancel in part or in its entirety, this RFP, if it is in the best interest of the Village of Shorewood to do so.

### *Interpretations of RFP*

Any requests for interpretations should be submitted in writing to Rebecca Ewald, Village Manager, [rewald@shorewoodwi.gov](mailto:rewald@shorewoodwi.gov). No oral interpretations will be made to any Developer as to the meaning of the RFP requirements. All interpretations will be posted and answered on the Village website by the original RFP. Developers are responsible for keeping abreast of the interpretations and amendments to the original proposal.

### *Amendments*

Amendment of proposals may be done as follows:

By Village: Proposals may be amended by the Village in response to the need for further clarification, specifications and/or requirements changes, new opening date, etc. The amendment will be placed on the Village's website with the initial RFP.

By Firm: Proposals may only be amended after receipt by the Village by submitting a later dated proposal that specifically states that it is amending an earlier proposal. No proposal may be amended after the opening date unless requested by the Village.

Proposals may be withdrawn only in total, and only by a written request to the Village prior to the time and date scheduled for opening of proposals.

### *Contract Term*

This will be a multi-year agreement, currently anticipated to be June 2025- June 2030.

*RFP Review and Administration*

The staff member is the primary contact for contract administration of this proposal:

Rebecca Ewald, Village Manager  
[rewald@shorewoodwi.gov](mailto:rewald@shorewoodwi.gov)  
414-847-2701

In the absence of the primary contract, the secondary contact for contract administration is:

Leeann Butschlick, Public Works Director  
[lbutschlick@shorewoodwi.gov](mailto:lbutschlick@shorewoodwi.gov)  
414-847-2650

- END DOCUMENT -

DRAFT



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD

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**Agenda Item: Consider Utility Superintendent job description and associated updates to the Public Works Superintendent and Public Works Director job descriptions.**

**Date: April 7, 2025**

**Presenter: Rebecca Ewald, Village Manager**

**Department: Village Manager's Office**

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### History

1. [November 18, 2024](#) – the Village Board approved a water utility budget that included funding for a new utility superintendent position starting in July 2025.
  2. [December 16, 2024](#) – the Village Board reviewed the submitted Public Service Commission (PSC) rate application for the Shorewood Water Utility that includes the addition of a utility superintendent position starting July 2025, subject to PSC rate approval.
  3. March 17, 2025 – the Judiciary, Personnel & Licensing Committee recommended approval of the job descriptions attached.
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### Overview

Staff reviewed municipal utility superintendent job descriptions, reviewed the position description with the utility and finance staff, public works director and superintendent, and City Water. The position will function equal to the Public Works Superintendent position and report to the Director of Public Works, see updated organizational chart attached.

In spring the utility foreman will move from his current office (first office off the utility vehicle bay) in the main building into the back office with other utility personnel. Updates to the back office will be made to accommodate an additional workstation, painted and spruced up. The utility superintendent will occupy the vacated office.

The position will be posted in quarter two with a goal of starting the position in July 2025 following implementation of the PSC approved rate case.

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### Financial Impact:

The new Utility Superintendent position is estimated to be funded through the water utility beginning July 1, 2025.

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### Possible motions:

*I move to recommend to the Village Board the utility superintendent job description and associated updates to the Public Works Superintendent and Public Works Director job descriptions.*

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### Attachments:

1. Utility Superintendent job description
2. Public Works Superintendent job description
3. Public Works Director job description
4. DPW Organizational Chart



Village of Shorewood, Wisconsin

### ***Job Description***

**POSITION TITLE:** Utility Superintendent  
**REPORTS TO:** Director of Public Works  
**DEPARTMENT:** Public Works

### **GENERAL NATURE OF POSITION**

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This position is responsible for managing, planning and coordinating the operations of the water and sewer utilities with primary emphasis on conformance with federal, state and local regulations. Work is performed under the general supervision of the Director of Public Works. Direct supervision is exercised over the Utility Foreman, Utility Operators and Utility Equipment Operators.

Successful candidates may be required to pass a physical examination, a background check, and a drug screening as a condition of employment.

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**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Supervises Utility staff on a day-to-day basis with the assistance of the Utility Foreman; hires, supervises and disciplines employees; enforces work rules, policies, and procedures; manages employee training and development, recommends personnel policies and decisions; appraises employees through annual performance evaluations.

Works in conjunction with the Utility Foreman to efficiently and effectively manage and maintain day-to-day water distribution system operations:

- Schedule and perform proper maintenance of watermains, valves, services, meters, hydrants and other water system components.
- Ensure compliance with all EPA, WDNR and PSC rules and regulations. Possess fundamental knowledge of the Lead and Copper Rule Improvements/Revisions and works in conjunction with the Director to coordinate Village efforts to comply with federal and state requirements.
- Oversee drinking water sampling, including bacteria, e-coli, Lead and Copper, UCMR and others as required.
- Maintain and manage the AMI meter software; supply the Finance Department with data required for quarterly billing.
- Maintain and manage the Village's SCADA system software.

- Complete or provide information required for the preparation of quarterly non-revenue water report, Consumer Confidence Report and annual WPDES Wastewater Discharge Monitoring Report.
- Assist Director in the preparation and administration of the annual Water Utility Budget. Continuously monitor revenues and expenditures to ensure conformance to the adopted budget.
- Perform regular reviews and make all necessary corrections or modifications to the utility operations manual, emergency operations plan, practices and schedules.
- Manage oversight and maintenance of water utility records, files and documentation, including GIS data records.

Works in conjunction with the Utility Foreman to efficiently and effectively manage and maintain day-to-day sewer collection system operations:

- Schedule and perform proper maintenance of sanitary, combined and storm system collection components, including mainline pipe, manholes, inlets, catch basins, sumps, outfall and other sewer collection system components.
- Ensure compliance with all state and federal rules and regulations.
- Oversee sampling required under the Village's MS4 and WPDES permits.
- Complete or provide information required for the preparation of monthly SSO/TFO Event forms, monthly General Permit Long Reports, MS4 Annual Report, Compliance Maintenance Annual Report (CMAR), MMSD Annual Report and other required reporting to regulatory agencies.
- Assist Director in the preparation and administration of the annual Sewer Utility Budget. Continuously monitor revenues and expenditure to ensure conformance to the adopted budget.
- Perform regular reviews and make all necessary corrections or modifications to the utility operations manual, emergency operations plan, practices and schedules.
- Manage oversight and maintenance of sewer utility records, files and documentation, including GIS data records.

Coordinates staff support for winter snow and ice control operations performed under the direction of the DPW Superintendent.

Assists the Director in the preparation of short and long-term Capital Improvement Plans and short and long-term strategic plans for the utilities. Identifies equipment, facilities and infrastructure for incorporation into capital improvement plan.

Works in conjunction with the DPW Superintendent to prepare specifications for bids on capital equipment; and serves as purchasing manager for the utilities.

Works in conjunction with the DPW Superintendent to establish safety standards and programs to provide for the safety, health and well-being of employees and residents.

Perform regular reviews and make all necessary corrections to the department utility operations manual, utility emergency operations plan, practices and schedules.

Administers all utility-related contracted services, including public construction programs.

Addresses and resolves resident complaints. Corresponds verbally and in writing with elected officials, residents, staff and other agencies.

Collaborates with the Director and Public Works Superintendent to plan and prioritize seasonal and long-term projects.

At the request of Planning and Development Department staff, reviews applications for private construction within the public right-of-way to identify potential conflict with Village utility infrastructure. Ensures restoration activities meet Village requirements and standards.

Establishes and maintains network with and monitors the activities of area municipal utility organizations.

Participates in 24/7 on-call rotation.

**SUPERVISION RECEIVED/RESPONSIBILITIES:**

The Utility Superintendent reports to the Director of Public Works.

The Utility Superintendent is responsible for the supervision of utility staff and carries out supervisory responsibilities in accordance with the Village's policies and applicable laws. Responsibilities include training employees, planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

**KNOWLEDGE, SKILLS AND ABILITIES:**

- Extensive technical knowledge of water system operations and maintenance.
- Extensive technical knowledge of sanitary sewer collection system operations and maintenance.
- Knowledge of principles and practices of effective supervision and management.
- Knowledge of occupational hazards and procedures to enforce safe work practices.
- Ability to train, direct, coordinate, schedule, review and evaluate staff and work.
- Ability to establish and maintain effective working relationships with subordinates, peers, management and the general public.
- Ability to interpret related scientific, technical, legal, and financial reports, blueprints, schematics, diagrams, sketches, descriptions, surveys and other documents.
- Ability to independently analyze technical equipment and information and determine corrections and solutions.
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to write routine reports and correspondence.
- Ability to keep accurate records and prepare reports.
- Ability to work with mathematical concepts required in the performance of job duties.
- Ability to serve "on-call" a week at a time rotation

**QUALIFICATION REQUIREMENTS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of

the knowledge, skill and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE:**

Minimum two-year certificate from college or technical school in water supply, environmental health and technology or related field; or three to six years related experience and/or training with at least two years' experience as a licensed waterworks operator; minimum two years' supervisory experience preferred. An equivalent combination of education and experience may also be considered.

**LANGUAGE SKILLS:** Ability to read, understand and interpret documents such as construction plans, safety rules, operating and maintenance instructions and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees.

**MATHEMATICAL SKILLS:** Employee must have the ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, quantities, area, circumference, and volume. The ability to apply concepts of basic algebra and geometry is needed.

**REASONING ABILITY:** Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. The ability to interpret a variety of instructions furnished in written, oral, diagrammatic or schedule form.

**CERTIFICATES, LICENSES & REGISTRATIONS:** Possession of a valid Wisconsin Driver's License. Maintain the State of Wisconsin certification as a waterworks operator or ability to obtain within 12 months of appointment to the position.

**OTHER SKILLS AND ABILITIES:** Ability to coordinate projects, schedule work and supervise crews.

Demonstrated leadership skills, a positive attitude, and the ability to identify strengths of a team.

Familiarity with Village policies, OSHA, DNR and DSPS rules and codes.

Ability to present and transmit ideas, both orally and in writing. Ability to write clear and concise reports.

Good working knowledge GIS. Ability to work with computer programs including Excel and Word.

Ability to read and understand blueprints, plans, diagrams, and schematics. Familiarity with engineering terminology.

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand and walk. The employee frequently is required to use hands to finger, handle or feel objects, tools, or controls; reach with hands and arms, climb or balance, stoop, kneel crouch or crawl; and talk or hear. The employee is occasionally required to sit.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus.

**WORK ENVIRONMENT:** The work environmental characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee is frequently exposed to wet and/or humid conditions. The employee is occasionally exposed to fumes or airborne particles and vibration.

The noise level in the work environment is often loud.



## Village of Shorewood, Wisconsin

### ***Job Description***

**POSITION TITLE:** Public Works Superintendent

**REPORTS TO:** Director of Public Works

**DEPARTMENT:** Department of Public Works

### **GENERAL NATURE OF POSITION**

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Employees in this class are responsible for directing, planning, assigning, and supervising the field operations of the Department of Public Works and supervising all contract services. This entails the activities of workers concerned with the maintenance of vehicles, buildings, streetlights, traffic signals and signage, streets, forestry, parks, collections, and other related projects by performing the duties below personally or through subordinate supervisors and foremen.

Successful candidates may be required to pass a physical examination, a background check, and a drug screening as a condition of employment.

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**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Supervises Public Works staff on a day-to-day basis with the assistance of the Fleet and Facilities and Services Foremen; hires, supervises and disciplines employees; enforces work rules, policies, and procedures; recommends personnel policies and decisions; appraises employees through performance evaluations.

Works with the Services Division Foreman to efficiently and effectively utilize crews to:

- Schedule and perform proper maintenance of streets, alleys, and sidewalks.
- Maintain the urban forest, parks, and open spaces in peak condition.
- Maintain day certain refuse, recycling, and yard waste collection, including appropriate staffing for seasonal leaf and brush collection.
- Identify equipment, facilities, and infrastructure for incorporation into capital improvement plan.
- Manage oversight and maintenance of records, files and documentation, including GIS data records.

Works with the Fleet & Facilities Division Foreman to efficiently and effectively utilize crews to:

- Ensure proper maintenance of all vehicles and equipment.
- Procure vehicles and equipment, including the development of specifications for such.

*Updated March 2025*

- Ensure proper maintenance of all Village buildings and facilities, including the identification of equipment, building, and infrastructure improvements to be incorporated into the Long-Range Plan.
- Maintain all streetlight, traffic control and signage systems.
- Provide assistance and support to special events, including development of traffic control and/or street closure plans.
- Identify equipment, facilities, and infrastructure for incorporation into capital improvement plan.
- Manage oversight and maintenance of records, files and documentation, including GIS data records.

Manages and oversees winter snow and ice control operations, coordinating staff support with the Utility Superintendent.

With collaboration of the Assistant Village Manager, coordinates the USDOT CDL drug & alcohol testing program for all applicable DPW and Utility employees.

Assists the Director in the preparation of short and long-term Capital Improvement Plans and short and long-term strategic plans for the utilities. Identifies equipment, facilities, and infrastructure for incorporation into capital improvement plan.

Works in conjunction with the Utility Superintendent to prepare specifications for bids on equipment and serves as purchasing manager for the Department.

Works in conjunction with the Utility Superintendent to establish safety standards and programs to provide for the safety, health and well-being of employees and residents.

Perform regular reviews and make all necessary corrections to the department operations manual, emergency operations plan, practices and schedules.

Administers all DPW-related contracted services, including public construction programs.

Addresses and resolves resident complaints. Corresponds verbally and in writing with elected officials, residents, staff, and other agencies.

Collaborates with the Director and Utility Superintendent to plan and prioritize seasonal and long-term projects.

At the request of the Planning and Development staff, reviews applications for private construction activities within the Public Right of Way to identify potential conflict with Village infrastructure. Ensures restoration activities meet Village requirements and standards.

Establishes and maintains network with and monitors the activities of area municipal public works organizations.

Participates in 24/7 on-call rotation.

**SUPERVISION RECEIVED/RESPONSIBILITIES:**

The Public Works Superintendent reports to the Director of Public Works.

The Public Works Superintendent is responsible for the supervision of the entire Public Works Department staff to include electrical maintenance, building maintenance, fleet maintenance, collections (solid waste, yard waste, recycling), forestry, parks, streets, office and clerical staff and seasonal employees.

The Public Works Superintendent carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include training employees, planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

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

**EDUCATION and/or EXPERIENCE:** High school diploma or general education degree (GED); and at least five years of experience in the following areas: construction of streets, alleys, sewers, and water mains; scheduling of crews; schedule and running winter storm operations; two years of which must have been in a supervisory capacity; or an equivalent combination of experience and training.

**LANGUAGE SKILLS:** Ability to read, understand and interpret documents such as construction plans, safety rules, operating and maintenance instructions and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees.

**MATHEMATICAL SKILLS:** Employee must have the ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, quantities, area, circumference, and volume. The ability to apply concepts of basic algebra and geometry is needed.

**REASONING ABILITY:** Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagrammatic or schedule form.

**CERTIFICATES, LICENSES & REGISTRATIONS:** Possession of a valid Wisconsin Driver's License.

**OTHER SKILLS AND ABILITIES:** Ability to coordinate projects, schedule work and supervise crews.

Demonstrated leadership skills, a positive attitude, and the ability to identify strengths of a team.

Familiarity with Village policies, OSHA, DNR and DSPS rules and codes.

Ability to present and transmit ideas, both orally and in writing. Ability to write clear and concise reports.

Good working knowledge of GIS. Ability to work with computer programs including Excel and Word.

Ability to read and understand blueprints, plans, diagrams, and schematics. Familiarity with engineering terminology.

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand and walk. The employee frequently is required to use hands to finger, handle or feel objects, tools, or controls; reach with hands and arms, climb or balance, stoop, kneel crouch or crawl; and talk or hear. The employee is occasionally required to sit.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus.

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

While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee is frequently exposed to wet and/or humid conditions. The employee is occasionally exposed to fumes or airborne particles and vibration.

The noise level in the work environment is often loud.

(This job description is prepared to comply with the Federal Americans with Disabilities Act and the Village of Shorewood's Implementation Plan for Americans with Disabilities Act which was adopted by the Village Board on September 4, 1992)



## Village of Shorewood, Wisconsin

### ***Job Description***

**POSITION TITLE:** Director of Public Works  
**REPORTS TO:** Village Manager  
**DEPARTMENT:** Department of Public Works

### **GENERAL NATURE OF POSITION**

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Employee directs and administers the total operations of the Department of Public Works, the Department of Planning & Development and all contract Engineering and Construction services. This entails the activities of workers concerned with inspection, engineering, construction and/or maintenance of streets, buildings, vehicles, electric, forestry, parks, collections, sewer and water, or other related work, projects or contracts by performing the following duties personally or through subordinate supervisors.

Successful candidates may be required to pass a physical examination, a background check, and a drug screening as a condition of employment.

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**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Develop, maintain and balance annual operating and capital budgets for all departments overseen. Develop annual workplans for DPW, water and sewer utilities.

Coordinate development of long range capital plans and capital construction programs including development of design, specification and bid packages for street reconstruction and maintenance programs, water distribution system improvements, sanitary and storm sewer collection system improvements including private property inflow & infiltration programs, sidewalk replacement, alley reconstruction and maintenance, public parking lot improvements, street lighting system maintenance and improvements, traffic control and signage systems, urban forestry and park infrastructure improvements and maintenance.

Ensure the Village remains in compliance with regulatory requirements and permits required for and related to drinking water, sewage collection, storm water, solid waste collection and yard waste collection.

Recommend and coordinate the selection of contractors as necessary, including public construction. Oversee the implementation of small and large infrastructure projects, including management of design engineering and construction inspection consultants.

Work with Village management staff to resolve complaints and grievances within the work force.

Oversee the maintenance of records for budgetary and grant accountability purposes.

Assist in the procurement and administration and administration of local, state and federal grant funding programs.

Participate in 24/7 on-call rotation.

Correspond verbally and in writing with elected officials, residents, staff and other agencies.

Attend meetings and seminars as required.

**SUPERVISORY RESPONSIBILITIES:** This position is responsible for the overall management of the entire Public Works Department.

The director will carry out supervisory responsibilities in accordance with the organization's policies and applicable laws. These include: interviewing, hiring and training employees; planning, assigning and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

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

**EDUCATION and/or EXPERIENCE:** Bachelor's degree (B.A.) from a four-year college or university; or one to two years related experience and/or training; or equivalent combination of education and experience.

**LANGUAGE SKILLS:** Ability to read, analyze and interpret general business periodicals, professional journals, technical procedures and governmental regulations. Ability to write reports, business correspondence and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers and the general public.

**MATHEMATICAL SKILLS:** Employee must have the ability to apply advanced mathematical concepts such as exponents, logarithms, quadratic equations and permutations. Ability to apply mathematical operations to such tasks as frequency distribution, determination of test reliability and validity, analysis of variance, correlation techniques, sampling theory and factor analysis.

**REASONING ABILITY:** Ability to define problems, collect data, establish facts and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

**CERTIFICATES, LICENSES & REGISTRATIONS:** Possession of a valid Wisconsin Driver's License. State of Wisconsin Certified Operator (water) or ability to obtain preferred.

**OTHER SKILLS AND ABILITIES:** Familiarity with and the ability to determine proper equipment needs for the Department.

Ability to read and understand blueprints, plans, diagrams and schematics.

Ability to work with computer programs including Excel, Word and Access.

Familiarity with engineering terminology.

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand, walk, sit and talk or hear. The employee is occasionally required to use hands to finger, handle or feel objects, tools or controls and stoop, kneel, crouch or crawl.

The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus.

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

While performing the duties of this job, the employee occasionally works near moving mechanical parts, in outside weather conditions and is occasionally exposed to fumes or airborne particles.

The noise level in the work environment is usually moderate.

(This job description is prepared to comply with the Federal Americans with Disabilities Act and the Village of Shorewood's Implementation Plan for Americans with Disabilities Act which was adopted by the Village Board on September 4, 1992)

# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO THE VILLAGE BOARD

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**Agenda Item: Consider RFP for mobile parking payment analysis and system.**

**Date: April 7, 2025**

**Presenter: Rebecca Ewald, Village Manager**

**Department: Village Manager's Office**

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### History

[August 1, 2022](#) – the Village Board considered the installation of parking meters in advance of design of N. Oakland Avenue, see attached memo. Trustee Arndorfer moved to further consider parking meters and to consider meters on Oakland Ave. and E. Capitol Dr., consider single meter, and/or shared meters, and/or PARKING APP and conduct a cost/revenue analysis funded by TID 5. Seconded by Trustee Ircink. Question was raised by Trustee Moore Baldauff as to the cost involved in conducting this study. Director Emanuelson approximated \$20,000.00. A unanimous consent was made for a roll call vote. Motion denied by 3-4 vote (McKaig, Moore Baldauff, Lynn, Couto). Following this vote, the design of parking meters was not included in the design of N. Oakland Avenue.

[September 16, 2024](#) – the Village Board included adding a question on the 2025 budget poll.

September 18, 2024 – Manager Ewald met with the BID Board to review the budget poll options and inquired about their view on parking meters. In general, parking meters were not supported by members of the BID board and the Manager was requested to come back to discuss the topic should the Village Board decide to entertain this option in the future.

[October 7, 2024](#) – the Village Board reviewed the 2025 budget poll responses and did not include funding for studying parking meters in the proposed 2025 budget.

[November 18, 2024](#) - the Village Board approved a budget without funding for a parking meter study.

[December 16, 2024](#) – Tr. Arndorfer moved to refer this matter to the Budget and Finance Committee to propose a study of the feasibility and cost analysis implemented for the metered parking in the business district to include Oakland and Capitol, adjacent streets, Village-owned lots, and roadways in proximity to Atwater Beach including Capitol and Oakland during the summer months to be funded by proceeds of TID 5. Seconded by Tr. Stokebrand. Motion carried by a vote of 6-1 (Lynn).

[January 6, 2025](#) - Trustee Arndorfer moved to recommend to the Village Board that staff pursue a study evaluating the viability (cost/benefit and implementation analysis) of metered parking in the business district, including Oakland, Capitol, Edgewood, and adjacent streets, publicly owned lots, and seasonal metered parking on the eastern end of Capitol Drive and Lake when the beach is in heavy use, and pay for it with proceeds from TID 5 or another source if necessary and reflect input from trustees.

[February 3, 2025](#) – the Budget & Finance Committee reviewed an analysis prepared by resident Mike Nickolaus and directed the Village Manager to prepare an RFP for a digital parking permit system and associated analysis.

March 17, 2025 – the Budget & Finance Committee reviewed an RFP for Mobile Parking Payment System. The Committee recommended the RFP with the inclusion of 1) noting the areas of Edgewood, Capitol, Lake Drive near Atwater be considered for possible paid parking, and 2) providing program recommendations and financial analysis to the Village Board on August 4, 2025.

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**Overview**

Attached is a draft RFP for a Mobile Parking Payment System per the Committee's request.

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**Financial Impact:**

The expense of a parking meter study redesigning N. Oakland Avenue reconstruction plans to include parking meter specifications is unknown currently. Funding was not allocated in the 2025 budget. Should the Village Board elect to further explore retaining a consultant, the Village Attorney should advise on the ability to utilize TID 5 funding.

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**Possible motion:**

I move to approve the RFP for Mobile Parking Payment Analysis and System.

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**Attachments:**

1. RFP for Mobile Parking Payment System



## **Request for Proposal – Issued April 8, 2025 Mobile Parking Payment System**

### **Proposal Requested**

The Village of Shorewood is seeking a vendor to implement a mobile parking payment system. There is currently no paid on-street parking in Shorewood, so in addition to providing details about their offering, vendors are requested to provide estimated revenues and recommended paid parking policies including required payment areas, paid hours, and rates based on their experience, information about Shorewood provided here, and comparable municipalities.

Specific locations to be reviewed for system implementation are Oakland Avenue, Capitol Drive, Edgewood Avenue, adjacent streets, publicly owned lots, and seasonal parking on the east end of Capitol Drive/Lake Drive. The implementation of the mobile parking payment system is targeted for no later than January 1, 2026.

### **Project Background**

The Village of Shorewood, Wisconsin (population 13,315 – 1.2 sq. miles) is located within Milwaukee County’s North Shore communities. It is a completely built-out, first-ring, urban suburb of the City of Milwaukee that is amongst the most densely developed municipalities in the state of Wisconsin. There are approximately 28 miles of roadway within the village serving 6,453 housing units, 53.4% of which are renter occupied. The village is adjacent to the University of Wisconsin-Milwaukee, which also impacts parking demands. The Village maintains two commercial corridors (N. Oakland Ave. and E. Capitol Dr.) that have significant multi-story office, residential and mixed-use properties.

Over time numerous transportation projects and parking requests have been implemented to fix changing development patterns and market demands. In 2018, the Village Board prioritized a village-wide comprehensive [Transportation and Parking Analysis](#) to provide a guide for evaluating and implementing parking management strategies.

The analysis identified 50-60 blockfaces (~400 spaces) fronting the commercial/high activity corridors with adjacent blocks bringing the “business district” total number of on-street parking spaces to ~2,500. The analysis recommended using time limits and enforcement, rather than parking meters and pricing strategies, to manage public parking for both short- and long-term use. Following completion of the study, the Village simplified all [daytime and nighttime parking regulations](#).

In 2024, the Village Board prioritized funding the replacement of the Village’s oldest infrastructure (sewer, water, streetlights, public works facility) that has come to the end of its useful life or as required by federal law. The Board is interested in exploring the features and cost-benefit of a “mobile payment parking system” and evaluating the extent to which on-street parking revenues could diversify the Village’s revenue sources and assist in funding these improvements. The Board

has concluded that physical parking meters are expensive, inflexible and inconsistent with the aesthetic of the village.

### **Estimated Timeline**

With the goal of implementing the mobile payment parking system no later than January 1, 2026, the proposed RFP timeline is noted below.

Request for Proposal released	April 8, 2025
Deadline for proposal questions	April 21, 2025 @ 11:00 am (CDT)
Proposal question responses emailed	April 23, 2025
Proposals due	May 2, 2025 @ 11:00 am (CDT)
Firms notified of interview	May 9, 2025
Interviews	May 13, 2025 @ 12:30 pm (CDT)
Budget & Finance Committee recommendation	May 19, 2025
Village Board approval of contract for services	June 16, 2025
Recommendations presented to Village Board	August 4, 2025
Mobile Program implementation	January 1, 2026

The above schedule is subject to change. The Village will not be legally obligated to adhere to the dates for interviews, recommendations and award. Interviews will be conducted by the Police Chief, Police Captain, Chair of the Budget & Finance Committee, Finance Director and Village Manager.

### **Selection Criteria**

Village staff will consider the following in evaluating the proposals:

1. Past record of performance on similar projects.
2. Technical solution including ease-of-use for Village staff and motorists and integration with enforcement systems.
3. Experience and technical competence of the team members assigned to the project.
4. Ability to complete the project within the necessary time frame.
5. Additional services and added-value features which may benefit motorists, Village staff, community businesses and residents.
6. Insights in helping design the program, estimate revenues and analyze the cost-benefit.
7. Cost to the Village and level of fees assessed to the Motorist.

### **Instructions to Firms**

#### *Submittal Instructions*

1. Please provide (1) digital copy of the proposal via email only to:  
Rebecca Ewald, Village Manager  
[rewald@shorewoodwi.gov](mailto:rewald@shorewoodwi.gov)  
Identify the proposal name in the subject line of the email: "Mobile Parking Payment System Proposal"
2. Proposals will be accepted on or before May 2, 2025 at 11:00 am CDT. Proposals received after that date and time may be rejected. Proposals will not be opened publicly.

3. Questions regarding this RFP should only be directed to the Village Manager, Rebecca Ewald, noted above. Contact with elected officials, committee members and other staff members is grounds for disqualification.

This RFP does not commit the Village to award a contract, to pay any costs incurred in the preparation of a response to this request or to procure or contract for services or supplies. The Village reserves the right to accept or reject any or all proposals received as a result of this request, to waive minor irregularities in the procedure, to negotiate with any qualified source, or to cancel in part or in its entirety, this RFP, if it is in the best interest of the Village of Shorewood to do so.

#### *Amendments*

Amendment of proposals may be done as follows:

- By Village: Proposals may be amended by the Village in response to need for further clarification, specifications and/or requirements changes, new opening date, etc. Copies of the amendment will be mailed to prospective vendors.
- By Firm: Proposals may only be amended after receipt by the Village by submitting a later dated proposal that specifically states that it is amending an earlier proposal. No proposal may be amended after the opening date unless requested by the Village.

Proposals may be withdrawn only in total, and only by a written request to the Village prior to the time and date scheduled for opening of proposals.

#### *Contract Administration*

Upon execution of a contract, the staff member who will be the primary contact for contract administration is:

Chief Heather Wurth  
[hwurth@shorewoodwi.gov](mailto:hwurth@shorewoodwi.gov)  
414-847-2610

In her absence, the secondary contact for contract administration is:

Captain Fernando Santiago  
[fsantiago@shorewoodwi.gov](mailto:fsantiago@shorewoodwi.gov)  
414-847-2610

## Proposal Submission

Please follow the format below to structure your response to the RFP. The Village requests concise proposals with minimal “promotional” or “marketing” language. Please respond to each item and note any exceptions to these requirements. While the Village is not imposing a page limit, the expectation is the Vendors should be able to limit their response to 30 pages. Reports or exhibits which are responsive to this RFP may be attached at the end of your proposal.

### 1. Company Profile, Team Members and References

- a) Identify the Point of Contact for the Proposal and information about the Company’s legal structure, offices, and number of employees. List any litigation pending or settled in the past 5 years.
- b) Include a brief description of the Company’s history and experience providing Mobile Parking Payment Systems in the US. List all subcontractors, if any, and describe their role.
- c) Provide a resume for the Project Manager and a summary of qualifications for the: 1) lead technical contact, 2) lead marketing contact, and 3) customer support liaison who will be assigned to this project.
- d) List three current reference projects of a similar scope. Include contract start date, number of paid spaces, annual mobile payment transactions & revenues, and client contact information.
- e) Provide a full list of:
  - All mobile payment clients located in Wisconsin
  - All “mobile payment-only” paid parking clients in the US
  - All clients with under 500 paid on-street spaces
  - All clients where you’ve integrated with EDC AIMS’ enforcement software or Genetec’s Mobile LPR system.The Village retains the right to contact representatives from these clients.
- f) You understand the industry better than the Village. Please provide 3 specific reasons why you and your clients consider your service to be better than your competitors’.
- g) List the pros and cons of accepting mobile payment from multiple vendors. If the Village opts to do so, what additional considerations and system features must be included in the program design?

### 2. Mobile Payment System Description

Describe your mobile payment system including:

- a) List each available payment channel for the motorist (mobile app, pay by text, phone number/IVR, webpage, etc.) and describe the user experience (if the service supports multiple languages, please list them). Must a motorist establish an account, or can “guest” payments be made? Is there any limit to the number of vehicles that can be stored in the account?
- b) Provide a list of current accepted payment methods (credit cards, debit cards, Apple Pay, Google Pay, Venmo, PayPal, etc.). Is there any limit to the number of payment methods that can be stored in the account?
- c) Provide screenshots and demo accounts (if relevant).
- d) Explain how the motorist is informed of any fees they will incur before the transaction.
- e) Describe notifications that the customer receives after payments are made.

- f) Does the system support a period of free parking prior to the start of paid parking? If so, please describe how this works.
- g) Does the system allow the purchase of additional time not to exceed the maximum length of stay?
- h) How are payments transmitted to the enforcement system, what is the average latency, and to what reports does the Village have access to verify this performance?
- i) Provide system availability/uptime figures for 2024, describe the back-up/failsafe systems you have in place, and explain how the Village and Motorists are informed if the system is down. Explain how scheduled downtime is managed, how frequently it occurs, and how it is communicated to the Village.
- j) Describe the proposed implementation schedule from Notice to Proceed to “Go Live” date identifying tasks, key milestones and required Village decisions.
- k) Describe the process and lead-time for the Village to request changes in parking rates, days/hours of operation, special events, creation of new zones, etc. Is there a “self-service” mechanism by which the Village can make these changes itself or must the Vendor make these updates?
- l) Describe the back-office system that Village staff would use to adjudicate violations, confirm payment, and refund payments if necessary. Provide samples of the 3 most used reports.
- m) Describe the customer care and support that you provide for motorists and Village staff including types of service, training modules, manuals, languages supported, and hours of access.
- n) Vendors should outline any additional features they offer including:
  - Support for parking permit payments
  - Support for demand-based pricing or graduated parking rates
  - The use of stored value accounts
  - “Find my car” wayfinding
  - Parking availability map
  - Loyalty programs or coupon/validation programs
  - User alerts regarding snow emergencies, parking bans, etc.
  - Any ideas, innovative approaches, or specific new concepts which may benefit the Village.

### **3. Marketing & Communication Plan**

The Vendor should describe their marketing plan and strategies to promote the launch of the system and drive adoption including:

- a) Best practices for implementing signage
- b) Recommended webpages on the Village website
- c) Community outreach
- d) Social media strategies to help raise awareness of the mobile payment system
- e) Local media coverage to promote the launch and use of the system
- f) Push notifications and in-app messaging to provide information and drive behavior
- g) Geo-fencing functionality to target people coming into paid parking areas who already have the app on their phone.

All marketing materials must be approved by the Village prior to implementation.

#### **4. Payment Processing & Integration**

- a) Please describe how the payment process works. This should include a description of the merchant and any other processing fees, the transfer of parking funds to the Village, and reports available to the Village to audit the program.
- b) The Vendor must provide a list of credit cards they accept and describe how they handle account debits and customer refunds.
- c) The Vendor must provide proof that it is “Level 1 Payment Card Industry” (PCI) compliant. Tell us how you ensure data security of the users’ data.
- d) Please describe how/where the system is hosted and any service level guarantees.

#### **5. System Integration**

The Village currently uses EDC AIMS’ citation processing and enforcement software integrated with Genetec’s Mobile LPR system.

Please describe how your mobile payment system integrates with these systems including latency in transferring payment transactions.

If you have not previously integrated with these systems, explain the process and timeline for integrating, testing and deploying these new interfaces.

Confirm there will be no additional costs for new integrations, including if the Village changes its processing and enforcement system Vendor in the future.

#### **6. Program Recommendations and Financial Analysis**

The selected Vendor will be an experienced provider of mobile parking payment systems in municipalities comparable to the Village. As such, you have seen different parking policies and programs and how they lead to success or pitfalls. We value your understanding of best practices and what drives successful outcomes.

Therefore, using your experience, nearby communities, and the information in the Village’s 2020 [Transportation and Parking Analysis](#), please provide your recommendations of the following at the August 4, 2025 Village Board meeting:

- Where should we implement paid parking?
  - Edgewood, Capitol Drive and Lake Drive near Atwater have been suggested by members of the Village Board.
- If and how should we phase it in?
- What rates should we charge?
- What days and hours should be enforced?
- Should we include a courtesy (15-minute) free parking period?
- Any other relevant topics.

Based on your recommendations, please estimate the revenues we can expect to generate from paid parking and, if you possess the expertise, related enforcement revenues.

**7. Cost Proposal**

The Village anticipates that all costs associated with this program, including startup, marketing, signage, credit card processing fees, operating and maintenance costs will be funded by the convenience fee charged to the motorist for each Payment Transaction.

The Per Payment Transaction Fee charged to the motorist will be: \$ \_\_\_\_\_

*If the Village will be responsible for any fees, please list and quantify them.*

If there are separate fees for any Additional Services, please describe and quantify them.

If the Village decided to accept mobile payments from multiple vendors, is there any impact on the fees charged to the Village or the motorist? If yes, please quantify.

**8. Sample Contract**

Please attach a copy of your standard contract for these types of services.

**Contract Terms and Conditions**

*Contract Length*

The contract length will be five years.

*Payment Terms*

All invoices for services will be processed within 30 days, pending verification and the receipt of any required documentation of services provided in accordance with the terms of the agreement.

*Insurance*

The successful firm shall agree that it will, always during the term of the agreement, keep in force and effect insurance policies required by the contract, issued by a company or companies authorized to do business in the State of Wisconsin and satisfactory to the Village. Such insurance shall be primary. Prior to execution of the written contract, the successful firm shall furnish the Village with a Certificate of Insurance listing the Village as an additional insured and upon request certified copies of the required insurance policies. The Certificate shall refer to the contract and provide for thirty (30) days' advance notice of cancellation or nonrenewal during the term of the agreement. Failure to submit an insurance certificate, as required, can make the contract voidable at the Village's discretion. Additionally, the firm shall not allow any subcontractor to commence work until the aforementioned documents, where applicable, have been obtained from the subcontractor and approved by Village of Shorewood.

*Nondiscrimination*

In connection with the performance of work under this agreement, the firm agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, marital status, sexual orientation, sex, disability, national origin or ancestry. This provision must be included in all subcontracts.

*Assignment or Subcontract*

The contract may not be assigned or subcontracted by the firm without the written consent of the Village. If all or a portion of the contract work is proposed to assigned or subcontracted, the name of the individual(s) to complete the work, address and firm proposed shall be submitted within the scope of the proposal.

*Independent Contractor Status*

The firm agrees that it is an independent Contractor with respect to the services provided pursuant to this agreement. Nothing in this agreement shall be considered to create the relationship between employer and employee.

*Amendments to Contract*

This contract may be modified only by written amendment to the contract, signed by both parties.

*Waiver*

One or more waivers by any party of any term of the contract will not be construed as a waiver of a subsequent breach of the same or any other term. The consent or approval given by any party with respect to any act by the other party requiring such consent or approval shall not be deemed to waive the need for further consent or approval of any subsequent similar act by such party.

*Indemnification and Defense of Suits*

The firm agrees to indemnify, hold harmless, and defend the Village, its officers, agents and employees from any and all liability including claims, demands, damages, actions or causes of action, together with any and all losses, costs, or expense, including attorney fees, where such liability is founded upon or grows out of the acts, errors, or omissions of the firm, its employees, agents or subcontractors.

*Termination of Contract*

To be defined in the contract document.

*Professional Services Contract*

If your proposal is accepted and a contract is issued, then this Request for Proposal and all documents attached hereto including any amendments, the firm's technical and price proposals, and any other written offers/clarifications made by the firm and accepted by the Village, will be incorporated into a contract between the Village and the firm, it shall contain all the terms and conditions agreed on by the parties hereto, and no other agreement regarding the subject matter of this proposal shall be determined to exist or bind any of the parties hereto.

The submission of a proposal shall be considered as a representation that the firm has carefully investigated all conditions, has full knowledge of the scope, nature and quality of work required, and is familiar with all applicable State, Federal and Local regulations that affect, or may at some future date affect the performance of this contract.

Acceptance of this proposal will take place only upon award by the Village Board, execution of the contract by the proper Village officials, and delivery of the fully executed contract to the firm. Acceptance may be revoked at any time prior to delivery of the fully executed contract to the successful firm. The contract may be amended only by written agreement between the firm and the Village of Shorewood.



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO THE VILLAGE BOARD

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**Agenda Item 9d:** Consider Ordinance 3072 An ordinance to create regulations related to electric scooter operations and the allowance of short-term commercial rentals.

**Agenda Item 9e:** Consider Resolution 2025-04 A resolution establishing a pilot program to allow commercial electric scooter operations within Shorewood.

**Date:** April 7, 2025

**Presenter:** Bart Griepentrog, AICP

**Department:** Planning & Development

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**History** – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.*

1. July 10, 2019 – the State of Wisconsin adopted [349.236, Authority to regulate operation of electric personal assistive mobility devices and personal delivery devices.](#)
2. The City of Milwaukee initiated a dockless scooter [pilot study](#) to observe, solicit feedback, and evaluate the effectiveness of dockless scooters. The initial pilot ran through December 31, 2019.
3. [August 5, 2019](#) – the Village Board moved to refer the regulations on electric dockless scooters to the [Pedestrian and Bicycle Safety \(P&BS\) Committee](#) for review. The Committee was to advise regarding the following:
  - a. Restrict or prohibit their operation on roadways with speed limits greater than 25 mph.
  - b. Restrict or prohibit their operation on sidewalks.
  - c. Establish limitations on where they may be parked.
  - d. Restrict or prohibit short-term commercial rental to the general public.
4. [August 8, 2019](#) - public comments were solicited through the Village Manager’s memo.
5. [August 13, 2019](#) – the P&BS Committee provided the following recommendations regarding electric dockless scooters:
  - a. No restriction on roadway operation with speed limits greater than 25 mph.
  - b. Restrict the operation of electric scooters on the sidewalk.
  - c. Costs for infrastructure or additional painting or signage to help communicate parking be included in a scooter permit fee.
  - d. Request for additional time to evaluate other topics related to scooter further, such as vandalism, use on trails, lifespan of the scooters, and underserved community members.
6. September 3, 2019 – staff participated in a conference call with Lime to discuss the possibility of deploying their electric scooters in Shorewood. Lime suggested deployment of potentially 50 scooters to be operated through a Memorandum of Understanding between the Village and Lime, in the absence of a scooter permit program. Following this meeting, Lime informed Shorewood that they typically pull the scooters in November and it was determined that there would not be sufficient time to pilot a program in Shorewood. In lieu staff believed a review of

Milwaukee's pilot program could be used for purposes of providing possible recommendations for consideration.

7. September 3, 2019 – Wauwatosa adopted an ordinance ([O-19-24 page7](#)) with scooter regulations, including the allowance of short-term commercial rental.
8. September 17, 2019 – West Allis adopted an ordinance ([O-2019-0037](#)) with scooter regulations without the allowance of short-term commercial rental.
9. [December 2, 2019](#) – the Village Board voted 6-0 to wait for the City of Milwaukee's review of their pilot program prior to considering an ordinance or pilot program for electric scooters.
10. The City of Milwaukee initiated a second pilot study in [2021](#), and a third a final pilot study in [2022-2023](#) before launching a permanent [scooter program](#) in 2024.
11. The City of West Allis amended their e-scooter regulations ([10.23](#)) in July 2024 allowing commercial operators to rent equipment subject to an agreement.
12. On [January 22, 2025](#), the Village Board voted 5-2 to have the Community and Business Relations Committee discuss allowing commercial scooter and bicycle rental. The topic was brought up as a Future Item of Consideration as a potential source of revenue.
13. [March 3, 2025](#), the Community & Business Relations Committee provided direction to staff to prepare a possible ordinance amendment and pilot program to allow commercial e-scooters within Shorewood.
14. [March 17, 2025](#) – the Community & Business Relations Committee voted 3-0 to recommend that the Village Board consider approval of an ordinance amendment and pilot program to allow commercial e-scooters within Shorewood, as drafted, subject to any technical comments from the Village Attorney.

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**Agenda Item Discussion** – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Overall, a municipality's ability to regulate e-scooters is governed by Wis. Stat. Sec. 349.237, which reads as follows:

**349.237 Authority to regulate electric scooters.** The governing body of any municipality or county may, by ordinance, regulate the rental and operation of electric scooters in a manner consistent with the regulation of bicycles in the municipality or county, except that the governing body of any municipality or county may do any of following:

- (1) Restrict or prohibit the operation of electric scooters on any roadway under its jurisdiction having a speed limit of more than 25 miles per hour.
- (2) Restrict or prohibit the operation of electric scooters on any sidewalk or bicycle way under its jurisdiction.
- (3) Establish requirements for and limitations on the parking of electric scooters on roadways, sidewalks, bicycle lanes, or bicycle ways under its jurisdiction.
- (4) Restrict or prohibit the short-term commercial rental of electric scooters to the general public.

Up to this point Shorewood has not specifically authorized or allowed the "short term commercial rental of electric scooters to the general public." The new proposed ordinance does that, and requires third-party vendors to reach an agreement with the Village that regulates such rentals, and also requires a fee be paid to the Village. In the interests of the health and safety of residents, the Village reserves the right to regulate the number of scooters operating at any given time in the Village, and to terminate an agreement with a vendor for non-compliance.

Like bike share systems, e-scooters provide communities with an additional multi-modal transportation option that is environmentally friendlier than motor vehicles and reduces traffic congestion. Unlike Milwaukee’s bike share system, commercial, for-profit e-scooter operations do not require docking stations and provide greater opportunity for door-to-door transit. Operators in Milwaukee currently charge a \$1 unlocking fee and charge \$0.39 or \$0.40/minute to ride.

Commercial operators currently provide e-scooter rentals in Milwaukee (Lime and Spin), Wauwatosa (Lime) and West Allis (Lime). As part of their agreements to do so, the operators pay a fee, either per scooter (Milwaukee) or on a quarterly (West Allis) or annual (Wauwatosa) basis. Additionally, operators pay a fee per trip that originates in each municipality (\$0.25/ride in Milwaukee and \$0.10/ride in Wauwatosa and West Allis). West Allis noted that 8,595 trips were taken in the six months that their program was established in 2024.

	General Fee	Fee per Trip
Milwaukee	\$100 per scooter	\$0.25
Wauwatosa	\$1,500/year	\$0.10
West Allis	\$375/quarter (\$1,500/year)	\$0.10

In 2024, Milwaukee [reportedly](#) received more than \$559,000 in revenue from scooter operations. (Milwaukee staff noted that some of this money goes back into the program for oversight and third-party software, which costs approximately \$15,000/year.) Both Wauwatosa and West Allis received \$1,500 from Lime for operating within their cities, but nominal revenue beyond that based on trip origination, approximately \$860 in West Allis and “not more than \$1,000” in Wauwatosa.

	Approximate Annual Revenue
Milwaukee	\$559,000
Wauwatosa	\$2,500
West Allis	\$1,610 (half year)

Both Wauwatosa and West Allis indicated that Lime had been responsive and good to work with. Neither municipality needed to purchase any additional software to track or operate the system, and both indicated that the Police Department is responsible for enforcing driving behavior and Lime is responsible for responding to incorrectly parked scooters. Wauwatosa indicated that it takes approximately 20 hours per year to administer the program once it has been established. They noted that the first year would be more – approximately 40 hours. West Allis also shared that administration is done mostly on the front end to update the ordinance and finalize the operating agreement, and noted that Lime has been responsive and proactive to handling complaints.

As a matter of reference, the Village’s newly adopted [Pedestrian and Bicycle Master Plan](#) includes the following recommendation: Working with the Parks and Public Spaces Committee, evaluate and consider possible regulations related to scooters, including the pros and cons of allowing commercial operations.

Staff from the DPW has noted concern over being required to respond to abandoned or stray scooters that block pedestrian passage within the village should operations be allowed. The Police Department noted concerns over reckless scooting behavior, including sidewalk riders. These issues would need to be addressed with any potential commercial operator prior to deployment.

Based on the codes and agreements for commercial e-scooters in Wauwatosa and West Allis, staff has drafted the required ordinance amendment and terms of a pilot program that would be necessary to allow commercial e-scooters in Shorewood.

The proposed ordinance includes definitions, operating restrictions, parking requirements and short-term rental restrictions. With respect to operating restrictions, the draft restricts the use of e-scooters on public sidewalks and pedestrian paths, except within River Park, which links the Oak Leaf Trail to E. River Park Court. Parking restrictions prohibit scooters from blocking pedestrian passage and include language allowing the impounding of equipment that violates these restrictions. The draft also includes a requirement that any commercial operator have a short-term commercial rental agreement approved by the Village.

The required short-term rental agreement is detailed within the proposed pilot program. This program, which is designed to expire at the end of 2025, includes required terms, definitions, duration and participation details which allow the Village to terminate the program at any time upon notice and require all participants to have a locally based operations manager to respond to residents and Village representatives. The program also includes an indemnification clause and insurance requirements, which have been reviewed by the Village Attorney.

The proposed operations regulations mirror those of Wauwatosa and West Allis, requiring all scooters to meet minimum standards, be capped at 15 miles per hour, encourage safe use, and be equipped with technology to locate and identify all e-scooters within the fleet. All e-scooters shall display the operator's name and a toll-free telephone number for 24-hour customer support.

During their review of the draft documents on March 3, 2025, the Community & Business Relations Committee did not feel there was a need to establish a maximum fleet size or any deployment requirements believing that the commercial operator would know best how to operate a successful program. The Committee agreed that parks and school grounds should be geo-fenced off from use, with the exception of the connection from the Oak Leaf Trail through River Park. The Committee questioned the minimum age to ride a commercial e-scooter and staff has subsequently confirmed 18 to be the minimum age for riders on both Lime and Spin scooters. The Committee also questioned how many scooters were deployed in West Allis and Wauwatosa. West Allis noted that between 100-150 scooters are being deployed, and Wauwatosa noted that Lime has the ability to deploy up to 250 scooters but only planned to deploy 125 at the beginning of their operations in 2025 with an expectation to expand based on demand. In 2024 they capped the amount at 175.

The program was drafted to match the program fees of operators in Milwaukee, which require an annual payment of \$100 per e-scooter deployed within Shorewood and \$0.25 per ride that originates in the village to be paid quarterly. If the ordinance and pilot program are adopted, staff would reach out to the operators approved in Milwaukee to solicit interest and agreement to the proposed terms.

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**Community and Business Outreach** – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes

No

If Yes, identify how and what community groups and businesses were notified.

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**Action Required / Recommended** – *Please include the recommended motion or possible actions for this agenda item.*

9d: I move to approve Ordinance 3072 An ordinance to create regulations related to electric scooter operations and the allowance of short-term commercial rentals.

(If Ordinance 3072 is adopted, further consideration of the pilot program may be considered under the following motion. If the ordinance is not adopted, consideration of the pilot program should be deferred.)

9e: I move to approve Resolution 2025-04 A resolution establishing a pilot program to allow commercial electric scooter operations within Shorewood.

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**Attachments** – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Ordinance 3072 An Ordinance to Create Regulations Related to Electric Scooter Operations and the Allowance of Short-Term Commercial Rentals
2. Resolution 2025-04 A resolution establishing a pilot program to allow commercial electric scooter operations within Shorewood

ORDINANCE NO. 3072

AN ORDINANCE TO CREATE REGULATIONS RELATED TO ELECTRIC SCOOTER OPERATIONS AND THE ALLOWANCE OF SHORT-TERM COMMERCIAL RENTALS

WHEREAS, the use of e-scooters provides a pollution free means of transportation through and around the Village of Shorewood; and

WHEREAS, use of e-scooters has been successful in neighboring communities in Milwaukee County and provided an alternative means of easily accessible travel; and

WHEREAS, the Village of Shorewood deems it in the interests of the health, welfare, and safety of the community to initiate an e-scooter program;

WHEREAS, on July 10, 2019, the State of Wisconsin adopted Wis. Stat. § 349.236 authorizing local municipalities to regulate the operation of electric personal assistive mobility devices, such as electric scooters, and personal delivery devices;

WHEREAS, after passage of the State Statute, the Village of Shorewood solicited public and committee input on the possible regulation of electric scooters and the allowance of commercial operations within Shorewood;

WHEREAS, on December 2, 2019, the Village Board voted 6-0 to wait for the City of Milwaukee's review of their pilot program prior to considering an ordinance or pilot program for electric scooters;

WHEREAS, the City of Milwaukee undertook three pilot programs before adopting a formal program in 2024;

WHEREAS, on January 22, 2025, the Village Board voted 5-2 to have its Community and Business Relations Standing Committee discuss allowing commercial electric scooters within Shorewood;

WHEREAS, utilizing regulations and programs enacted by the Cities of Milwaukee, Wauwatosa and West Allis as reference in developing local regulations and a pilot program, the Community and Business Relations Standing Committee recommended that the Village Board consider adopting regulations and establishing a pilot program to allow commercial electric scooter operations in Shorewood on March 3, 2025 by a vote of 3-0.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Shorewood that a pilot program to allow commercial electric scooter operations within Shorewood be established under the following terms and agreement:

NOW THEREFORE, at a regular meeting of the Village Board of the Village of

Shorewood, Milwaukee County, Wisconsin, held on the 7<sup>th</sup> day of April 2025, by a favorable vote of the members being present and therefore, said Board does ordain as follows:

**SECTION 1**

That Section 207-7 “Reserved” of Chapter “Bicycles, Motor Bicycles and Other Motor Vehicles” is hereby retitled “Electric Scooters” and amended to read as follows:

- A. Definitions. The following definitions shall apply to this Section.
  - (1) “Electric scooter” means a device weighing less than one hundred pounds that has handlebars and an electric motor that is powered solely by the electric motor and human power and has a maximum speed of not more than 15 miles per hour on a paved level surface when powered solely by the electric motor.
  - (2) “Pedestrian path” means a paved walkway located within a public park or public school ground.
  - (3) “Public sidewalk” means a paved walkway located within the public right of way along the side of a roadway.
  
- B. Operating restrictions.
  - (1) Notwithstanding Wis. Stat. 346.805 and pursuant to Wis. Stat. 349.237(2), no person may operate an electric scooter on a public sidewalk or pedestrian path, except within River Park.
  
- C. Parking requirements. Pursuant to Wis. Stat. 349.13(1d), the owner and operator of an electric scooter involved in a parking violation are jointly liable for the violation.
  - (1) No person may park an electric scooter on a roadway, nor within any bicycle lane or bicycle accommodation.
  - (2) A person may only park an electric scooter in an upright position on a sidewalk, within a bicycle rack or an area designated for parking electric scooters in a manner that leaves a clear pedestrian path of at least five feet.
  - (3) No person may park an electric scooter in a manner that obstructs:
    - (a) A crosswalk or access to a crosswalk;
    - (b) A driveway or private road;
    - (c) A carriage walk;
    - (d) A transit stop;
    - (e) A loading or accessible parking zone; or,

(f) A parklet, outdoor seating or street furniture.

- (4) If the Chief of Police or Director of Public Work, or their designees, finds any electric scooter parked for more than twenty-four hours, or otherwise in violation of this section, the Chief, Director, or their designees, may have the electric scooter immediately removed to a suitable place of impoundment. If the owner of the electric scooter is known, the Police Department shall notify the owner of the procedure for reclaiming the electric scooter within 24 hours after removal and inform the owner that the electric scooter may be disposed of pursuant to Wis. Stat. 66.0139 if it remains unclaimed for a period of 30 days. The owner of the electric scooter shall, within 30 days of removal, reclaim the electric scooter by paying a fee as outlined in the Village Fee Schedule for the cost of removal and storage. The Village assumes no responsibility for damage to electric scooters impounded under this section.

D. Short-term commercial rental restrictions.

- (1) No person may engage in the business of short-term commercial rental of electric scooters to the general public without a short-term commercial rental agreement approved by the Village.
- (2) No person who engages in the business of short-term commercial rental of electric scooters to the general public in another municipality may allow a rented scooter to be operated in the village of Shorewood without a short-term commercial rental agreement approved by the Village.

**SECTION 2**

That all Ordinances or parts of Ordinances conflicting with the provisions of this Ordinance are hereby to such extent repealed.

**SECTION 3**

That this Ordinance shall take effect and be in force starting after its passage and posting.

PASSED AND ADOPTED by the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, this 7th day of April 2025.

\_\_\_\_\_  
Ann McCollough McKaig, Village President

Countersigned:

\_\_\_\_\_  
Toya Harrell, Village Clerk

RESOLUTION 2025-04

ESTABLISHING A PILOT PROGRAM TO ALLOW COMMERCIAL ELECTRIC SCOOTER OPERATIONS WITHIN SHOREWOOD

WHEREAS, the use of e-scooters provides a pollution free means of transportation through and around the Village of Shorewood; and

WHEREAS, use of e-scooters has been successful in neighboring communities in Milwaukee County and provided an alternative means of easily accessible travel; and

WHEREAS, the Village of Shorewood deems it in the interests of the health, welfare, and safety of the community to initiate an e-scooter program;

WHEREAS, on July 10, 2019, the State of Wisconsin adopted Wis. Stat. § 349.236 authorizing local municipalities to regulate the operation of electric personal assistive mobility devices, such as electric scooters, and personal delivery devices;

WHEREAS, after the passage of the State Statute, the Village of Shorewood solicited public and committee input on the possible regulation of electric scooters and the allowance of commercial operations within Shorewood;

WHEREAS, on December 2, 2019, the Village Board voted 6-0 to wait for the City of Milwaukee's review of their pilot program prior to considering an ordinance or pilot program for electric scooters;

WHEREAS, the City of Milwaukee undertook three pilot programs before adopting a formal program in 2024;

WHEREAS, on January 22, 2025, the Village Board voted 5-2 to have its Community and Business Relations Standing Committee discuss allowing commercial electric scooters within Shorewood;

WHEREAS, utilizing regulations and programs enacted by the Cities of Milwaukee, Wauwatosa and West Allis as reference in developing local regulations and a pilot program, the Community and Business Relations Standing Committee recommended that the Village Board consider adopting regulations and establishing a pilot program to allow commercial electric scooter operations in Shorewood on March 3, 2025 by a vote of 3-0.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Shorewood that a pilot program to allow commercial electric scooter operations within Shorewood be established under the following terms and agreement:

**Village of Shorewood Commercial E-Scooter Rental Pilot Program  
Short-Term Rental Agreement**

The Village of Shorewood has initiated a Commercial E-Scooter Rental Pilot Program (Program) to allow the use of commercial e-scooters in Shorewood.

Commercial e-scooters, as defined herein, means a system of self-service dockless e-scooters made available for shared use to individuals on a short-term basis, which may be rented via a smart-phone app, vendor website, vendor customer service number, or a pre-paid PIN and which do not require structures at permanent, fixed locations where rides must begin and end.

Commercial e-scooters may provide many benefits to residents and visitors of Shorewood. They have the potential to help the Village improve outcomes related to equity, congestion mitigation, health, and access to opportunity, as well as provide a source of revenue. Commercial e-scooters have the potential to reduce reliance on motor vehicles and ride sharing services for short trips, decreasing congestion and air quality impacts. Commercial e-scooters may provide links to public transit, assisting with connectivity and solving the first-mile/last-mile problem. The Village also realizes the potential for disruption to pedestrian ways and other public rights of way if the Program is not managed well.

## 1. Terms

### 1.1 Agreement

These Terms and Conditions are made in conjunction with each Participant's Application. By submitting an Application to the Village, Applicant acknowledges and agrees to abide by all Terms and Conditions herein and those imposed by Village Ordinance and/or state statute. The Application and these Terms and Conditions together record the parties' agreement in relation to the use of the Public Right of Way in Shorewood. Applicant further acknowledges that the Village has the right to restrict or prohibit short-term commercial rental of electric scooters to the general public per Wisconsin statute, and the allowance of such rentals in Shorewood constitutes, along with the other accommodations made by the Village as described herein, good and valuable consideration for this Agreement.

### 1.2 Priority

If there is any inconsistency between these Terms and Conditions and/or any other agreements, the Terms and Conditions shall prevail.

### 1.3 Program Subject to Change

- A. The terms and conditions of the Commercial E-Scooter Rental Program (Program) are subject to change, without limitation, by the Village Board. These changes may include, but are not limited to: changes in the minimum or maximum number of commercial e-scooters allowed in the village, changes to the number of participants allowed in the Program, or changes to the parking requirements.
- B. Participants will be notified by electronic mail of any changes to the Program. Participants unwilling or unable to comply with proposed changes may voluntarily suspend or terminate participation in the Program. Upon direction of the Village Board, the Planning & Development Director must submit written notice (written notice shall include electronic mail correspondence) to all Participants 30 days prior to any change coming into effect.
- C. Participants terminating participation in this Program must cease offering their

equipment for rent and remove their equipment from the village of Shorewood within seven (7) days.

#### 1.4 Application

Completed applications shall be submitted via email to Bart Griepentrog, Planning & Development Director, [bgriepentrog@shorewoodwi.gov](mailto:bgriepentrog@shorewoodwi.gov).

## 2. Definitions

**“Customer”** means a person who has downloaded the operator’s app to their smart phone or other device.

**“Deploy”** means to make available to users in a public place.

**“Equipment”** means dockless e-scooters.

**“E-scooter”** means a device weighing less than 100 pounds that has handlebars and an electric motor, is powered solely by the electric motor and human power, and has a maximum speed of not more than 15 miles per hour on a paved level surface when powered solely by the electric motor.

**“Fleet”** means equipment owned or leased by the operator which is intended for use as part of a dockless e-scooter system.

**“Objection”** means any information that could form the basis of denial, non-renewal, suspension or revocation of participation in the Program. An objection may result from information provided by any resident or from written reports filed by the Chief of Police.

**“Operator”** means any person engaged in the activities of owning or operating a dockless e-scooter system.

**“Participant”** means any individual or partner, and any officer, director or agent of any corporate applicant which has been approved by the Village of Shorewood for entry into the Program.

**“Person”** means any individual, firm, corporation, limited liability company, partnership or association acting in a fiduciary capacity.

**“Service area”** means the entire village.

**“Unsafe”** means any dockless equipment that could cause harm or injury to a user or anyone else within the public right-of-way despite being operated in a reasonable manner.

**“User”** means an individual who pays a fee to unlock dockless equipment for the purpose of transportation or recreation.

**“Unused equipment”** means any commercial e-scooter parked in one location for more than 7 consecutive days without being used.

## 3. Program Duration

### 3.1 Initial Term

A. Participation in the Program shall commence upon review and approval of a participant’s

application by the Village Board.

- B. The Village of Shorewood will not process any application for participation in the Program made on behalf of an individual or corporation that owes outstanding fines or forfeitures to the Village of Shorewood.
- C. Initial term shall be approved by the Village Board and shall be run no longer than through December 31, 2025.

### 3.2 Extension

- A. The Village of Shorewood reserves the right to extend the participant's term at the discretion of the Village Board.
- B. Upon notice of an extension of the Program, participation will automatically renew for an additional year upon notice served to the applicant.
- C. If a participant chooses not to extend their participation in the Program, the participant shall notify the Planning & Development Director of termination at least two (2) weeks prior to the expiration of the then-current term.

### 3.3 Termination

- A. The Program may be terminated at any point by the Village Board. Upon termination of the Program, participants shall be provided written notice of said termination by the Planning & Development Director via e-mail.
- B. Participants shall cease to offer equipment for rent in the village of Shorewood immediately upon receiving notice of termination. Participants shall have 72 hours from the time of receipt of the termination notice to physically remove equipment from the village.
- C. If participants fail to retrieve equipment within 72 hours of receipt, the Department of Public Works will remove said equipment.

### 3.4 Modification and Suspension

Participation in this Program may be modified or suspended, at any point, and for any reason, without limitation, by the Village Board. Should participation be modified or suspended, participants shall be notified in writing via email from the Planning & Development Director of the nature and the reasons for the change.

## 4. Program Participation

### 4.1 Local Operations

Participants shall have a locally based operations manager who is able to respond to Village representatives and residents.

### 4.2 Number of Participants

To promote the health and safety of the community, and to keep the streets safe, the Village Board reserves the right to cap the number of participants and/or scooters at any time. Notice of any such cap or change will be provided to all Participants at least fourteen (14) days prior to coming into effect.

## 5. Insurance Requirements

### 5.1 General Requirements

- A. A certificate of insurance acceptable to the Village Attorney evidencing proof of insurance shall be provided. The certificate shall state that the issued insurance policies meet the requirements as outlined below. All certificates are to be provided before a participant places any dockless equipment in the village. If such certificate is not received, the Village of Shorewood has the authority to remove the participant from the Program. If such certificate expires prior to the end date of this Program, a current certificate shall be provided and must demonstrate that no lapse in coverage has occurred.
- B. Insurance companies must be acceptable to the Village Attorney and should have a current A.M. Best rating of A-VIII or better.
- C. All policies shall be written on an occurrence form.
- D. Applicants must provide the Village with either a copy of their Commercial General Liability and Auto Liability insurance policies, including all endorsements, or policy language and endorsements showing the Commercial General Liability and Auto Liability insurance policies meet the requirements of the Terms and Conditions.
- E. Applicants must provide the Village with a copy of their user agreements.

### 5.2 Minimum Insurance Requirements

- A. Workers' Compensation and Employer's Liability  
Workers' Compensation – Statutory Limits
- B. Commercial General Liability

Commercial General Liability	\$2,000,000 each occurrence
General Aggregate	\$4,000,000 aggregate

- 1. Coverage must be equivalent to ISO form CG0001 or better.
- 2. The Village of Shorewood shall be added as an additional insured.
- 3. Coverage shall apply to the risks associated with or arising out of the services provided under this Program.

- C. Auto Liability

Combined Single Limit	\$2,000,000 each accident
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- 1. If the Applicant owns or has any long term leased vehicles, coverage must be for Any Auto (Symbol 1) or Any Owned Auto (Symbol 2). If there are no owned or long term leased vehicles, then coverage must be for Hired and Non-Owned Auto Liability (Symbols 8 and 9).
- 2. Coverage shall apply to the risks associated with or arising out of the services provided under this Program/Application.

## 6. Indemnification

The Firm agrees to indemnify, hold harmless, and defend the Village, its officers, agents and employees from any and all liability including claims, demands, damages, actions or causes of action, together with any and all losses, costs, or expense, including attorney fees, where such liability is founded upon or grows out of the acts, errors, or omissions of the Firm, its employees, agents or subcontractors, and/or any suit in anyway stemming from the operation of the Firm's e-scooters in the Village, or any act of Firm's employees or agents. Nothing in this clause is intended to waive any immunity defenses of the Village or Firm, including but not limited to those available under Wis. Stat. Sec. 893.80 or associated case law, including any damages limitations contained therein.

## 7. Public Records

Applicant understands that the Village is bound by the Wisconsin Public Records Law, and as such, all of the terms of this Program are subject to and conditioned on the provisions of Wis. Stat. sec. 19.21 *et. sec.* Applicant acknowledges that it is obligated to assist the Village in retaining and producing records that are subject to the Wisconsin Public Records Law and that the Applicant must defend and hold the Village harmless from liability due to its fault under that law. Except as otherwise authorized, those records shall be maintained for a period of seven years. This provision shall survive termination of this application, Applicant's right to participate in the Program, and the Program itself.

## 8. Privacy

Participants shall provide a copy of their user agreements and privacy policies with their application. Participants must provide notice to the Village regarding any changes to their terms of service, user agreements, or privacy policies throughout the duration of the Program. Relevant portions of participants' user agreement or terms of service must be consistent with the provisions of this Application, the Shorewood Code of Ordinances, Wisconsin State Law, and applicable federal law. Changes to a participant's user agreement or terms of service inconsistent with the provisions of this Application, the Shorewood Code of Ordinances, Wisconsin State Law, or applicable federal law may be grounds for termination from participation in this Program.

## 9. Operating Regulations

### 9.1 Minimum Equipment Requirements

#### A. Safety

1. Each commercial e-scooter shall meet the requirements described in Sections 347.489(1), 347.489(2), and 347.489(3) of the Wisconsin State Statutes.
2. The maximum motor-assist speed for commercial e-scooters shall be 15 MPH and further restricted in maximum speed in locations identified by the Village.
3. Each commercial e-scooter, the operator's website and smartphone application shall have visible language which notifies the user that:
  - a. Helmet use is encouraged while riding an e-scooter

- b. Sidewalk riding is prohibited
  - c. Users are required to follow all rules of the road
  - d. E-scooters must be parked according to law
- B. Technology  
Each commercial e-scooter shall be equipped with an on-board GPS device capable of providing real-time location data.
- C. Commercial E-scooter Identification  
Each commercial e-scooter must be assigned and display a unique identifying number, operator's name, and a toll-free phone number for 24-hour customer support.

## 9.2 Allowable Fleet Size and Distribution

- A. The Village Board shall establish the maximum number of commercial e-scooters and distribution per operator that may be deployed, which may be decreased during winter months.
  - 1. All requests for changes in fleet size or distribution should be sent by email to the Planning & Development Director.

## 9.3 User Fees

User fees must be clearly and understandably communicated to the user prior to commercial e-scooter use.

## 9.4 Commercial E-scooter Parking and Deployment

- A. General
  - 1. The operator shall provide instructions for properly parking commercial e-scooters to customers and users in easily understandable formats through multiple media types.
  - 2. Operators must use geo-fencing to prohibit parking in the following areas:
    - a. Bridges
    - b. Other areas as directed by the Village Board or Planning & Development Director.
  - 3. Operators must ensure that deployed scooters do not impede Village of Shorewood or resident snow removal and ice control operations.
- B. Improper Parking
  - 1. Upon notification of any commercial e-scooter that is improperly parked, the operator shall relocate the commercial e-scooter in accordance with the following requirements:
    - a. Within 2 hours of notice between 7 a.m. and 7 p.m.
    - b. By 9 a.m. for notices received between 7 p.m. and 7 a.m.
- C. Unused Commercial E-Scooters
  - 1. Unused commercial e-scooters shall be relocated by the operator. The Village may relocate unused commercial scooters that are not remedied in accordance with § 207-7C(4) of the Village's municipal code.

### 9.5 Submerged Scooters

Participants acknowledge that submerged e-scooters may discharge a hazardous substance so the operator must remove e-scooters from waterways within 24 hours of receiving notice. If the operator fails to comply with the removal requirements, the Village may cause removal and require reimbursement for actual expenses incurred.

### 9.6 Equipment Maintenance

- A. Any commercial e-scooter deemed unsafe or inoperable shall be placed out of service immediately upon notice to the participant and removed from the public right-of-way by the operator within 2 hours of notice. Notice to the participant includes notification from the general public Village representatives.
- B. The Village may impound commercial e-scooters that are deemed unsafe or inoperable and not remedied in accordance with this provision per § 207-7C(4) of the Village's municipal code.

### 9.7 Reporting and Data Sharing

- A. The following information shall be reported quarterly throughout the duration of the Program:
  - 1. Aggregate customer demographic data gathered by the system application that does not identify individual customers, individual payment methods, or their individual trip history
  - 2. List of reported parking complaints including: description, location of incident, description of company response, response time
  - 3. Incidents of commercial e-scooter theft and vandalism
  - 4. Vehicle maintenance reports
  - 5. Complaints
  - 6. Number of users participating in discount programs disaggregated by program type (low income, students, etc.), if applicable
  - 7. Accident/crash information
  - 8. Aggregate payment method information
  - 9. Trip origination and destination information
- B. Participants shall be required to provide periodic reports as requested by the Planning & Development Director.

### 9.8 Community Outreach

- A. Participants shall implement any community outreach plans at their own cost.
- B. The operator shall provide a website, a call center, and a mobile application customer interface that is available 24 hours a day, 7 days a week.

10. Program Fees

10.1 Program Fees

- A. Participants shall pay a fee as determined by the Village Board of:
  - 1. \$100 annually per e-scooter located within the village, plus
  - 2. \$0.25 per ride that originates within the village each quarter.
- B. Payments shall be received within 10 business days after the end of each quarter in a form of payment determined by the Finance Director.
- C. If payment to the Village is not received, or payment arrangement is not made within ten
- D. (10) business days after notification via e-mail, participation in the program shall be automatically terminated by the Planning & Development Director. Upon termination, the operator must remove all equipment within 7 days.

11. Acknowledgement of Receipt

The undersigned declares that they have read and agree to the Terms and Conditions of this Short-Term Rental Agreement as described herein, and that they agree to all rules and regulations set forth in the Shorewood Code of Ordinances.

Company: \_\_\_\_\_

Name (Printed): \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Adopted and recorded this 7th day of April, 2025.

\_\_\_\_\_  
Ann McCullough McKaig  
Village President

ATTEST:

\_\_\_\_\_  
Toya Harrell  
Village Clerk



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO THE VILLAGE BOARD

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**Agenda Item:** Consider Resolution 2025-05: A resolution amending the Village Fee Schedule to include an online permit fee.

**Date:** April 7, 2025

**Presenter:** Bart Griepentrog, AICP

**Department:** Planning & Development

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**History** – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.*

At the beginning of 2023, the Planning & Development Department began its document management project, which included the merger and scanning of all property files for online access. That phase of the project was completed in the early months of 2024. After completion, the Department reviewed and sought updates to its fee schedule from the Village Board. Those updates were implemented in the fall of 2024. As a final step, the Department began working with its database provider (BS&A) to initiate online permitting, which would allow applicants to fill out and submit permits and request inspection appointments online. A contract to set up this feature was signed at the end of 2024, but based on the availability of our provider, implementation and training could not be scheduled until April 2025. Those actions are currently underway.

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**Agenda Item Discussion** – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

The online permit feature will still require that all submitted information and plans be reviewed and approved by the Department prior to the issuance or finalization of permits, but it will provide greater access for residents and contractors to begin the process and have their information saved on file. From the Department’s perspective, the feature will provide greater legibility to submitted information and clarify required information.

This feature comes with a \$3 fee per application, which will be invoiced back to the Village on a quarterly basis. Our database provider noted that most clients pass this fee onto the applicant as a “technology/convenience fee,” which is what the Department would like to do. Correspondingly, a resolution adding a \$3 Online permit fee to the Village Fee Schedule has been prepared for the Village Board’s consideration.

Applicants will still also have the option to submit permits in-person or via mail without having to pay this fee.

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**Community and Business Outreach** – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes

No

If Yes, identify how and what community groups and businesses were notified.

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**Fiscal Note** – *Please include comments on the fiscal impact of this action.*

This fee would pay for the individual application costs associated with the submission of online permits, which will be billed to the Village on a quarterly basis.

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**Action Required / Recommended** – *Please include the recommended motion or possible actions for this agenda item.*

Recommended motion: I move to approve Resolution 2025-05: A resolution amending the Village Fee Schedule to include an online permit fee.

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**Attachments** – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Resolution 2025-05: A resolution amending the Village Fee Schedule to include an online permit fee.



# PROCLAMATION

**WHEREAS, JERRY LYNN** accepted the call to public service when he was elected as a Village Trustee of the Village of Shorewood on Tuesday, April 5, 2022; and

**WHEREAS, JERRY LYNN** during his three (3) year tenure, he served in that capacity in a diligent manner, exemplifying a compassion for his community which the residents of Shorewood have immensely appreciated; and,

**WHEREAS,** in his leadership role as Chair of several standing committees, **JERRY LYNN**, in addition to addressing issues which affect the community, made a sincere and thoughtful effort to resolve concerns affecting individual constituents; and

**WHEREAS,** the Village Board of the Village of Shorewood deems it most appropriate and fitting to publicly acknowledge the many contributions of **JERRY LYNN** to the Village of Shorewood,

**NOW THEREFORE,** I, Ann McCullough McKaig, Village President of the Village of Shorewood, Milwaukee County, Wisconsin, do hereby express the appreciation of the residents of Shorewood to **JERRY LYNN**, and present this Proclamation honoring **JERRY LYNN** for his community-centered, outstanding, compassionate, selfless service to the Village of Shorewood.

Dated, in the Village of Shorewood, Shorewood, Wisconsin this 7<sup>th</sup> day of April, 2025.

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Ann McCullough McKaig, Village President  
Village of Shorewood

# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD

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**Agenda Item: Provide direction on attendance at Milwaukee Historical Society Dinner.**

**Date: April 7, 2025**

**Presenter: Rebecca Ewald, Village Manager**

**Department: Village Manager's Office**

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### History

In honor of Shorewood's 125th remarkable anniversary, the Milwaukee County Historical Society is proud to present the Village of Shorewood with the prestigious Anniversary Accolade at the [2025 Annual Awards Dinner](#). Since 1953, this event has celebrated individuals, organizations, and businesses that have played a vital role in preserving and promoting Milwaukee's history. The Anniversary Accolade specifically recognizes businesses and institutions reaching significant milestones, such as 50, 75, 100, and 150 years of service.

Of the four 2025 Awardees, Shorewood resident **Doris Heiser will receive the Dan Emmer Recognition Award, highlighting the invaluable efforts of volunteers and organizations that support the Society's work.**

The 2025 Annual Awards Dinner will take place on Thursday, May 22nd, at the iconic Pfister Hotel, where we'll gather over 400 guests for an unforgettable evening. The event will feature an awards ceremony, an outstanding dinner and dessert, and a silent auction to support the Historical Society's mission.

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### Overview

The Milwaukee Historical Society has reached out to see if members of the Village would like to attend and consider sponsorship for the event.

The next deadline for sponsorship at the Annual Awards Dinner is April 9, 2025 to be included in the program and event signage. Tickets are \$125 for non-MCHS members and \$115 for MCHS members, should board members desire to attend. In the alternative, the Village could contribute as a **Civic Sponsor** (\$1,250) and receive:

Brand Recognition: Your name will be listed in the event program, showcasing your support (commitment by April 9, 2024).

Reserved Table: One table of 8 with recognition signage, offering a great opportunity to engage with other community members.

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### Financial Impact:

Should the Village Board member desire to individually attend and/or participate as a Civic Sponsor, funds would be utilized from 100-1100-51900 Village Board Professional Education.

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### Possible motion:

The Village Board is requested to provide the Village Manager direction on the Village contributing to individual or sponsorship attendance.

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### Attachments:

1. Milwaukee County Historical Society Annual Dinner Sponsorship Guide



Milwaukee County Historical Society

72<sup>ND</sup> ANNUAL

AWARDS DINNER

Sponsorship Proposal

Thursday, May 22, 2025

You're invited to an inspiring night honoring individuals, businesses, and community organizations that have worked diligently to preserve Milwaukee County's history and continue to forge its future.



# THE EVENT

Since 1953, the Milwaukee County Historical Society has recognized individuals, community organizations, and businesses that have made significant contributions to preserving and promoting local history. In 2003, to celebrate the 50th anniversary of our awards program, we introduced the Anniversary Accolades, honoring milestones like the 50th, 75th, 100th, 125th, 150th, and 175th anniversaries of local businesses, organizations, schools, and universities.

Our awards span a wide range of contributions. The *Witness to History Award* honors individuals who have shaped and documented Milwaukee's history. The *Courtland R. Conlee Community Service Award* celebrates those who have made lifelong contributions to preserving local history. The *Frederick I. Olson Historic Preservation Award* acknowledges the preservation efforts of Milwaukee's historic architecture. The *Gambrinus Prize* recognizes exceptional books on Milwaukee history, while the *Dan Emmer Recognition Award* highlights the invaluable efforts of volunteers and organizations that support the Society's work.

**The 2025 Annual Awards Dinner will be held on Thursday, May 22nd, at the iconic Pfister Hotel, gathering more than 400 guests for a memorable evening. This prestigious event includes a silent auction, an awards ceremony recognizing excellence in history and preservation, and an outstanding dinner and dessert.**



# AS A SPONSOR



**... you honor stories.**

The Historical Society preserves the items that tell Milwaukee's story—documents, photographs, and artifacts that invite us to learn about those who came before us. At the event, you'll also hear the inspiring stories of our Anniversary Accolade Recipients and Awardees.

**... you open doors through education.**

Our work allows researchers, genealogists, students of all ages, those new to Milwaukee, longtime neighbors, and everyone in between to explore Milwaukee County's history, helping them find their place in it.

**... you build community.**

All our programs foster connections among Milwaukee County's diverse spaces, organizations, and communities, both past and present. We invite you to attend the event to learn more about the MCHS and discover how we are bringing our rich history to life!



# SPONSORSHIP OPPORTUNITIES

## PRESENTING SPONSOR - \$10,000

- **Elite Brand Placement:** Your brand will be prominently featured on the formal invitation, event signage, a branded photo wall, designated presentation slide, and a full-page ad in the event program (commitment by March 8, 2025, for invitations, April 9, 2025, for program and signage).
- **Distinguished Acknowledgment:** Gain prime recognition across all event collateral, including the event press release, MCHS website, auction site, and social media channels with over 25,000 followers, along with a special verbal thank-you during the program, spotlighting your generous contribution.
- **VIP Experience:** Two VIP tables of 8 with exclusive signage, plus the opportunity to host a distinguished guest.
- **Branded Guest Takeaways:** Option to provide branded items for guests.
- **Luxurious Accommodations:** One complimentary room at The Pfister Hotel on the night of the Awards Dinner.
- **Lasting Visibility:** Receive an invitation to engage with decision-makers at private MCHS events throughout the year, along with acknowledgment in the biannual Milwaukee County History Magazine for extended visibility.

## PREMIER SPONSOR - \$5,000

- **Premier Brand Placement:** Your brand will be featured on the formal event invitation, in a half-page program ad, and on event signage and presentation slides (commitment by March 8, 2025, for invitations, April 9, 2025, for program and signage).
- **Exclusive Acknowledgment:** Receive acknowledgment during the event's opening remarks and premier visibility across all event materials, the MCHS website, auction platform, and social media, reaching over 25,000 followers.
- **Premier Seating:** Enjoy two premier tables of 8 with personalized signage for your brand.
- **Lasting Visibility:** Invitation to connect with key decision-makers at private MCHS events and recognition in the biannual Milwaukee County History Magazine, extending your brand's reach beyond the event.



## EVENT SPONSOR - \$3,000

- **Premium Brand Placement:** Your logo will receive prominent visibility on the formal event invitation, MCHS website, auction website, and throughout the venue on event signage. Additionally, your company will enjoy a quarter-page advertisement in the event program. (commitment by March 8, 2025, for invitations; April 9, 2025, for program and signage).
- **On-Stage Acknowledgment:** Receive special verbal recognition during the event program.
- **Priority Seating:** Enjoy one table positioned in a prime seating area, with personalized recognition signage at the table.

## CORPORATE SPONSOR - \$2,000

- **Brand Placement:** Your company logo will be featured in the general listing on the event invitation and in the standard section of the event program, with inclusion in general event signage (commitment by March 8, 2025, for invitations and event signage; April 9, 2025, for the program).
- **Reserved Table:** One table of 8 with recognition signage at your table, offering a great opportunity to connect with attendees.

## COMMUNITY PARTNERSHIP SPONSOR - \$2,000

- **Support for Key Community Members:** Your sponsorship will fund the attendance of MCHS staff and volunteers, or oral history contributors - individuals who share their unique stories as immigrants, naturalized citizens, and those impacted by U.S. immigration policy — at a reserved table of 8, complete with personalized recognition signage, to foster valuable connections within the community.
- **Brand Placement:** Your company logo will be featured in the general listing on the event invitation and in the standard section of the event program, with inclusion in general event signage (commitment by March 8, 2025, for invitations and event signage; April 9, 2025, for the program).
- **Impactful Community Engagement:** Your sponsorship enables meaningful conversations and networking opportunities for MCHS staff and contributors, enhancing collaboration and community impact.

## CIVIC SPONSOR - \$1,250

- **Brand Recognition:** Your name will be listed in the event program, showcasing your support (commitment by April 9, 2024).
- **Reserved Table:** One table of 8 with recognition signage, offering a great opportunity to engage with other community members.

All Sponsors receive a one-year corporate/non-profit membership to the MCHS.

# ABOUT US

The Milwaukee County Historical Society was founded in 1935 and has become the place for people to learn about and to celebrate Milwaukee.

Through a broad range of activities, the Historical Society seeks to recognize and preserve our local history. In promoting a greater appreciation of Milwaukee County's heritage, the Historical Society hopes to develop a better understanding of the issues and challenges facing Milwaukee County today.

## EDUCATION

Our Research Library provides access to 3,000 manuscript collections, one million photos, and important County records. We engage 7,000 students annually through innovative programs at our Historical Center, Trimborn Farm, and local schools. MCHS also presents feature and pop-up exhibits utilizing our 75,000-object collection to deepen appreciation for Milwaukee's history.

## OUTREACH

MCHS offers unique ways to engage with history, including Milwaukee History Trivia, a book club, summer kayak tours, and virtual and in person lectures. Our Oral History Program preserves Milwaukee's community history by collecting and sharing personal stories from diverse groups.





# THANK YOU



Thank you for considering the opportunity to sponsor the 72nd Annual Awards Dinner and support the Milwaukee County Historical Society in our mission to collect, preserve, and share the rich history of Milwaukee County. Your partnership is essential in celebrating our heritage and fostering community engagement.

Reach out to Development and Communications Manager Samantha Michalski for more details and to reserve your sponsorship today.

We look forward to collaborating with you!

## **WEBSITE**

MilwaukeeHistory.net

## **SOCIAL MEDIA**

@MKEhistory

## **PHONE NUMBER**

(414) 409-9565

## **EMAIL ADDRESS**

smichalski@milwaukeehistory.net