

REVISED

**City of Oconomowoc
Common Council**

**Tuesday, August 04, 2020 - 7:30 PM
City Hall - Council Chambers**



Notice: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Clerk's office at least 48 hours in advance to request adequate accommodations. Tel: 569-2186

- 1. Call to Order and Confirmation of Appropriate Meeting Notice**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Meeting Minutes**
 - a. Minutes of July 7, 2020
- 5. Comments/Suggestions from Citizens**
- 6. Consent Agenda (Items listed under the Consent Agenda are considered in one motion - a Council member may request to remove an item):**
 - a. Licenses
 - b. Electric Utility Easement Agreement between City of Oconomowoc and Y. Wuerl Living Trust (N62W37875 Burtonwood Dr)
 - c. Treasurer's Report – June 2020
- 7. Committee Reports**
 - a. Public Services - Ellis, Chr; Rosek, Secy; Mulder
 1. Consider/act on Resolution 20-R2884 Awarding Roosevelt Park Shelter Materials Contract
- 8. New Business**
 - a. Consider/act on Approving Settlement Agreement Between Waterview Condominiums, LLC and City of Oconomowoc Regarding Waukesha County Circuit Court Case No. 19-CV-1233
 - b. Consider/act on Changing First Floor Hours of Operation at City Hall, 174 E. Wisconsin Avenue
 - c. Discussion/act on Impacts Due to COVID-19
- 9. Mayoral Appointments with Council Confirmation**

10. Staff Reports

- a. Election Update - Coenen

11. Reports and Comments from the Aldermen

12. Reports and Comments from the Mayor

13. Adjourn

City of Oconomowoc Common Council Meeting Minutes July 07, 2020 - 7:30 PM



Aldermen Present: Matt Rosek, John Zapfel, Kevin Ellis, Karen Spiegelberg, Matt Mulder, Charles Schellpeper, Lou Kowieski, Andy Rogers

Also Present: Robert Magnus, Jason Gallo, Laurie Sullivan, Betsy Bleck, Ivan Lam, Stan Riffle, Mark Frye, Ron Buerger, Joe Pickart, Kevin Freber, Craig Hoepfner, Diane Coenen

Mayor Magnus called the Common Council Meeting to order at 7:30 PM.

Call to Order and Confirmation of Appropriate Meeting Notice

Pledge of Allegiance

Roll Call

Public Hearing

a. Public Hearing - Bethany CUP

The purpose is to hear public comment regarding the application by Jennifer Schmeichel of Bethany Christian Services for a Conditional Use Permit to operate Bethany Recovery Center, a 30-bed residential alcohol & drug treatment facility at 1331 W Capitol Dr. Per the Table of Allowable Uses listed in §17.106 of the Oconomowoc Zoning Code, Community Living Arrangements with 9 or more residents requires a CUP in the General Commercial Zoning District.

The hearing opened at 7:30 PM. Gallo gave a PowerPoint presentation. These individuals spoke in favor of the CUP for Bethany Recovery Center: Laurie Lorino, 317 Lakeview Dr, Dr. Karen Berte, W340N8121 Townline Rd, Deborah Adamus (Applicant), Dinah Vankrevel-Polzin, Lauri Badura, Kelly Schuster, Gary Kohlenberg, Jennifer Schmeichel (Applicant), Shari Kleppe, 1015 Dana Lane, & Colleen Terry, 155 Douglas Ave. No other comments were received. The hearing closed at 8:07 PM.

Approval of Meeting Minutes

a. Minutes of June 2, 2020

Motion to approve the Council minutes of June 2, 2020 as presented made by Schellpeper and seconded by Mulder. Motion carried 8-0-0.

Comments/Suggestions from Citizens

Melissa VanBeck, 934 High St is concerned about placing 5G towers in the City. Paul Schultz, 133A E. Wisconsin Ave is concerned about removal of the Collins St parking lot mature trees for the reconstruction of the lot and feels the proposed location of the dumpster is not in a good spot. James Funke, 730 N. Lake Rd asked Council to consider a fence enclosure for licensed dogs on City owned property. Jill Persick, 701 York Imperial Dr is concerned that the City Zoning Administrator has sole approval, per code, for installation of 5G. She is asking Council to look for ways to keep 5G wireless away from vulnerable populations - children & seniors. Laura Ustarovska, W379N6272 N. Lake Rd. does not support 5G installation in the City and would like something in place to support transparency.

Consent Agenda (Items listed under the Consent Agenda are considered in one motion - a Council member may request to remove an item):

a. Section 1 - Approval

1. License Approvals

Motion to approve the consent agenda Section a.1. made by Schellpeper and seconded by Zapfel.
Motion carried 7-1-0. Kowieski abstained.

Section 2 - Approvals

b. Resolution Granting a 6 Month Class "B" License to the Oconomowoc Area Baseball Club

c. Ordinance 20-0979 Creating Section 20.15(2)(a)3. Hydraulic Shadow Map of the Peacock (Fowler Lake) Dam - 2nd Reading

d. Ordinance 20-0980 to Repeal and Re-Crete Section 17.108(15) of the City of Oconomowoc Zoning Code Relating to Towers and Antennas - 2nd Reading

e. Ordinance 20-0981 Amending 1.44(1)(a) of the Municipal Code of the City of Oconomowoc Relating to Bureau of Economic Development & Tourism Commission Members - 2nd Reading

Motion to approve the consent agenda items Section 2 b., c., d. & e. made by Mulder and seconded by Zapfel.
Motion carried 8-0-0.

Committee Reports

a. Finance - Rosek, Chr; Ellis, Secy; Spiegelberg

1. Consider/act on Approving Assessor Contract 2021-2025

Accurate Appraisal representatives provided information on their company and the options for conducting assessment inspections. They brought up their website on the screen.

Motion to approve the Assessor Contract 2021-2025 made by Ellis and seconded by Mulder.
Motion carried 8-0-0.

Plan Commission

a. Consider/act on Conditional Use Permit for Bethany Recovery Center Located at 1331 Capitol Drive

Motion to approve the Conditional Use Permit (CUP) made by Schellpeper and seconded by Rosek.
Motion to amend Section 23 to read: Following one year of operation for this group living use, the applicant shall appear before Council to provide a report. The Council may discuss any complaints or concerns received about the group living use and any concerns raised by Council shall be addressed by the applicant and may result in amendment of this CUP. The Council reserves the right to review the operation and amend the CUP as the Council deems appropriate and under Sections 21., 22., 23. & 25. strike the words Plan Commission and insert Common Council; made by Schellpeper and seconded by Rosek. The Council discussed the amendment at length and Kowieski called the question.
Motion carried 7-0-1. Voted no: Spiegelberg.
Main motion as amended carried 8-0-0.

New Business

a. Consider/act on Final Design Concepts for Collins Parking Lot

Motion to approve final design concept 1B for the reconstruction of the Collins Parking Lot made by Rosek and seconded by Zapfel.

Motion carried 8-0-0.

Mayoral Appointments with Council Confirmation

Motion to confirm the appointments as presented made by Ellis and seconded by Rogers.

Motion carried 8-0-0.

Reports and Comments from the Aldermen

Rosek stated vehicle speed around River Lakes and Peanut Park is still an issue; the ponds / dry beds in E. Lake Village need cleaning; he is looking to schedule a Protection & Welfare meeting to go over public safety ordinances in order to get discussion started on a draft proposal he submitted to Mayor for an emergency government director appointment; agrees with Kowieski on creating a hierarchy for Committees and the potential to put ads in paper; and commented on the new City Administrator process expressing concerns with a member of the hiring committee not being a City resident / taxpayer and needing more information on another member. Zapfel thanked our first responders and Captain Pfister for all their work and volunteering over the fourth of July. Ellis thanked the Council for hearing his thoughts on a parking structure as part of the Collins parking lot; stated he appreciates staff for getting information to Council; commented that 5G will be difficult to deny with laws; and gave a thumbs up to Mayor for having fireworks - it was needed. Spiegelberg would like further discussion on the Administrator hiring process; congratulated the Mayor for becoming a 1st time grandfather; and also noted that Schellpeper had a new addition to his family. Mulder gave kudos for the fireworks. Schellpeper supported the fireworks and is looking for consistency in hiring the City Administrator as well as having more Aldermen involvement. Kowieski echoes support & celebration of 4th of July; asked Council to address how many terms a non-elected individual can serve on a Committee that influences policies; congratulated Schellpeper on the addition to his family; and Spiegelberg for moving her mother closer to her. Rogers stated the fireworks were outstanding and gave a feeling of normalcy; he agrees that terms of committee members is important and Council should look into monitoring it; and he agrees it is Council's responsibility to be more informed in the hiring process for the new City Administrator.

Reports and Comments from the Mayor

Magnus stated he is happy to discuss the process for hiring a new City Administrator and asked the Aldermen to let him know what they need from him. He is pleased with the direction Council is moving in.

Adjourn

Motion to adjourn made by Ellis and seconded by Schellpeper. Motion carried 8-0-0. The meeting adjourned at 9:34 PM.

Diane Coenen, City Clerk
City of Oconomowoc

LICENSE APPROVALS

Honorable Mayor and Common Council:

August 4, 2020

The following license applications have been received by the City Clerk, accompanied by the proper fee and approved by the Oconomowoc Police Department:

Bartender (Operator) License Requests: (August 5, 2020 through June 30, 2021)

Chili's

Samuel M. Gerhard

Pizza Hut

Taylor Kilts

Zackery A. Stelter

Special Class "B" Picnic License Request:

Downtown Oconomowoc Business Assn (DOBA)

Friday & Saturday, August 14 & 15, 2020

(Village Green Beer Garden)



MEMORANDUM

DEPARTMENT - ELECTRIC UTILITY

Date: July 22, 2020
To: Common Council
From: Lucas Caine, P.E., City of Oconomowoc
Re: City of Oconomowoc Electric Utility Easement Agreement, Yvonne J Wuerl Living Trust (N62W37875 Burtonwood Dr, Town of Oconomowoc)
Tax Key OCOT0542030

RELATES TO THE STRATEGIC PLAN

n/a

BACKGROUND

This electric easement is necessary to replace underground injected cable as part of work order 320013 (injected cable replacement) due to faults occurring in the area. This is within the Town of Oconomowoc that is served by the Electric Utility.

ADDITIONAL ANALYSIS

n/a

FINANCIAL IMPACT

n/a

RECOMMENDATION

Staff recommends approval of the Electric Utility Easement Agreement.

SUGGESTED MOTION

Consent agenda item: Move to approve the consent agenda.

**ELECTRIC UTILITY
EASEMENT
AGREEMENT**

Document Number

This Electric Utility Easement Agreement is entered into by Yvonne J. Wuerl (the "Owner"), a Wisconsin limited liability company, and the City of Oconomowoc (the "City").

RECITALS:

A. The Owner is the fee holder of certain real property in the City of Oconomowoc, Waukesha County, Wisconsin, as more particularly described on Exhibit A attached hereto.

B. The City has requested that the Owner grant a permanent easement (the "Easement") over, under and across a portion of Owner's property, which Easement is described on the attached legal description (Exhibit B) and shown on the attached sketch (Exhibit B-1), both of which are incorporated herein by reference (the "Utility Easement Area").

Recording Area

Name and Return Address:
City Clerk
City of Oconomowoc
174 East Wisconsin Ave.
Oconomowoc, WI 53066

OCOC TAX KEY #
OCOT 0542030
Parcel Identification Number (PIN)

AGREEMENT:

For good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. **Grant of Easement.** The Owner grants to the City and its licensees a perpetual easement and right-of-way to construct, reconstruct, maintain, operate, supplement and/or remove electric facilities consisting of cables, wires, and other related fixtures, equipment and appurtenances that may from time to time be required, with the right of ingress and egress for the purpose of this grant. All electric cable shall be located below grade.
2. **Indemnification.** The City shall indemnify the Owner from and against all loss, costs, injury, death or damage to persons or property that at any time during the term of this Agreement may be suffered or sustained by any person or entity in connection with the City's activities conducted on the Property.

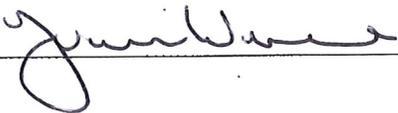
3. Consistent Uses Allowed. The Owner reserves the right to use the Easement for purposes that will not interfere with the City's full enjoyment of the Easement rights granted in this Agreement.
4. Restoration of Surface. The City shall restore the surface disturbed by any construction or maintenance activities within the Easement to its condition before the disturbance, excluding colored or stamped concrete. The City is not obligated to replace trees, shrubs, nor decorative landscaping.
5. Covenants Run with Land. All of the terms and conditions in this Agreement, including the benefits and burdens, shall run with the land and shall be binding upon, inure to the benefit of, and be enforceable by the Owner and the City and their respective successors and assigns.
6. Non-Use. Non-use or limited use of the Easement rights granted in this Agreement shall not prevent the benefiting party from later use of the Easement rights to the fullest extent authorized in this Agreement.
7. Governing Law. This Agreement shall be construed and enforced in accordance with the internal laws of the State of Wisconsin.
8. Entire Agreement. This Agreement sets forth the entire understanding of the parties and may not be changed except by a written document executed and acknowledged by all parties to this Agreement and duly recorded in the office of the Register of Deeds for Waukesha County, Wisconsin.
9. Notices. All notices to either party to this Agreement shall be delivered in person or sent by certified mail, postage prepaid, return receipt requested, to the other party at that party's last known address. If the other party's address is not known to the party desiring to send a notice, the party sending the notice may use the address to which the other party's property tax bills are sent. Either party may change its address for notice by providing written notice to the other party.
10. Invalidity. If any term or condition of this Agreement, or the application of this Agreement to any person or circumstances, shall be deemed invalid or unenforceable, the remainder of this Agreement, or the application of the term or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby; and each term and condition shall be valid and enforceable to the fullest extent permitted by law.
11. Waiver. No delay or omission by any party in exercising any right or power arising out of any default under any of the terms or conditions of this Agreement shall be construed to be a waiver of the right or power. A waiver by a party of any of the obligations of the other party shall not be construed to be a waiver of any breach of any other terms or conditions of this Agreement.
12. Enforcement. Enforcement of this Agreement may be by proceedings at law or in equity against any person or persons violating or attempting or threatening to violate any term or condition in this Agreement, either to restrain or prevent the violation or to obtain any other relief. If a suit is brought to enforce this Agreement, the prevailing party shall be entitled to recover its costs, including reasonable attorney fees, from the non-prevailing party.

13. No Public Dedication. Nothing in this Agreement shall be deemed to be a gift or dedication of any portion of the easements granted under this Agreement to the general public or for any public purpose whatsoever.

14. Severability. If any term or condition of this Declaration or the application of this Declaration to any person or circumstance shall be deemed invalid or unenforceable, the remainder of this Declaration or the application of the term or condition to persons or circumstances other than those to which it is held invalid or unenforceable shall not be affected thereby, and each term and condition shall be valid and enforceable to the fullest extent permitted by law.

DATED: 07-15-2020

OWNER NAME

By: 

Print Name: Yvonne J. Wuerl

DATED: _____

CITY OF OCONOMOWOC

By: _____

Robert P. Magnus, Mayor

ATTEST:

Diane Coenen, Clerk

ACKNOWLEDGMENT

STATE OF WISCONSIN)

SS

COUNTY OF WAUKESHA)

Personally came before me this 15 day of July, 2020, the above-named Yvonne Wuerl, to me known to be as a member of Yvonne J. Wuerl Living Trust, and to me known to be the person who executed the foregoing instrument and acknowledged the same.



Jacqueline Galasinski

Notary Public

Waukesha County, Wisconsin

My Commission expires: November 15, 2022

ACKNOWLEDGMENT

STATE OF WISCONSIN)

SS

COUNTY OF WAUKESHA)

Personally came before me this ___ day of _____, 2020, the above-named Robert P. Magnus and Diane Coenen, to me known to be the Mayor and Clerk respectively of the City of Oconomowoc, and to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public

Printed Name : _____

Waukesha County, Wisconsin

My Commission expires: _____

Instrument drafted by: City of Oconomowoc Utilities
Instrument Reviewed by : H.Stanley Riffle, City Attorney

EXHIBIT "A"

Lot 13, Block 2, Burtonwood Subdivision, being a Subdivision of part of the
Northwest ¼ of Section 28, Town 8 North, Range 17 East, Town of Oconomowoc,
Waukesha County, Wisconsin

Property Owners Name:

YVONNE J WUERL LIVING TRUST

Property Address:

N62W37875 BURTONWOOD DR
OCONOMOWOC, WI 53066-1714

Tax Key #: OCOT 0542030

EXHIBIT "B"

PERMANENT UTILITY EASEMENT

LOCATED IN PART OF LOT 13 OF BLOCK 2 OF BURTONWOOD PLAT, AND PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 28, TOWNSHIP 8 NORTH, RANGE 17 EAST, TOWN OF OCONOMOWOC, WAUKESHA COUNTY, WISCONSIN

Legal Description of Utility Easement

Located in part of Lot 13 of Block 2 of Burtonwood Plat, and part of the Northwest Quarter of the Northwest Quarter of Section 28, Township 8 North, Range 17 East, Town of Oconomowoc, Waukesha County, Wisconsin, more particularly described as follows:

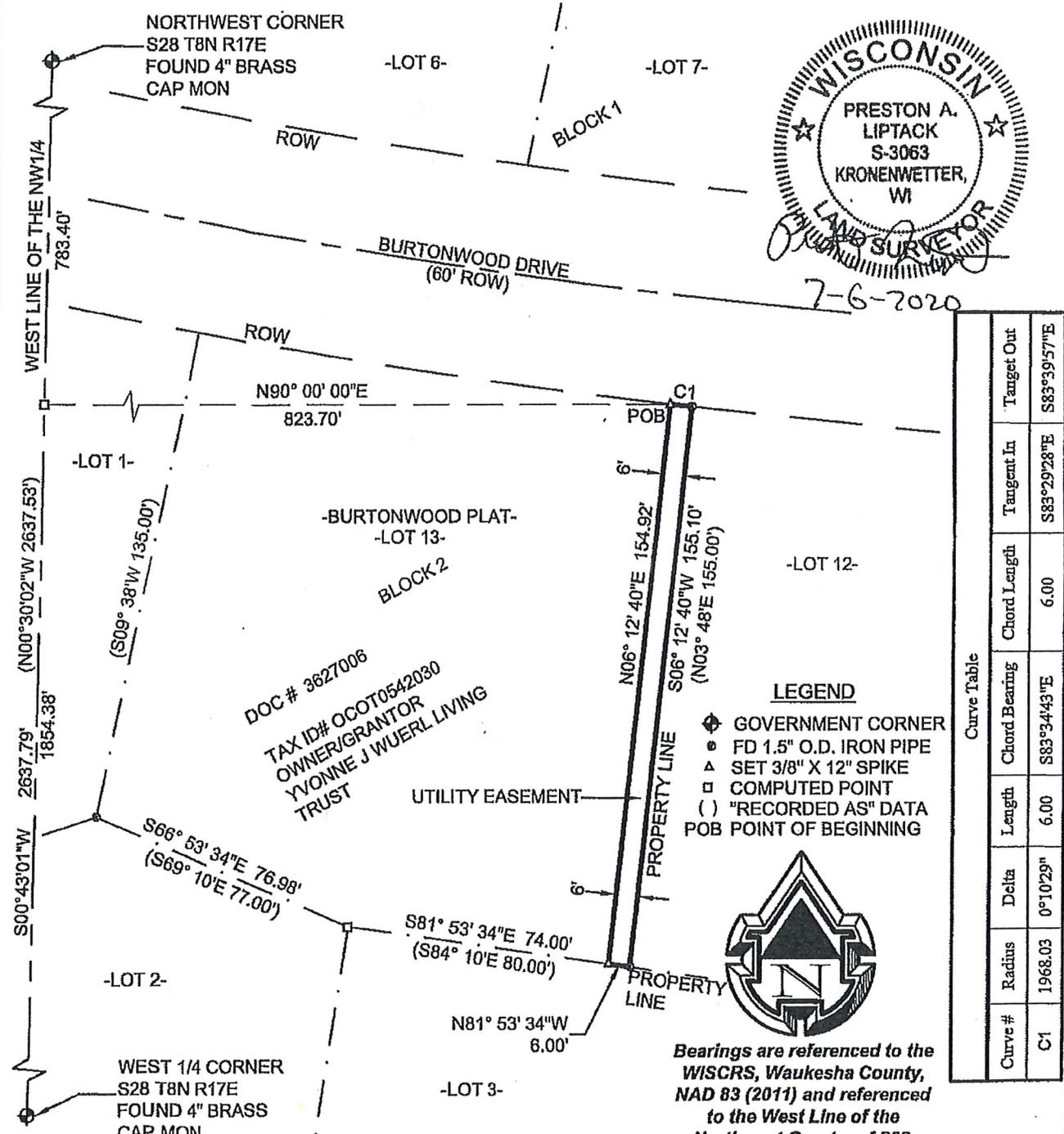
Commencing at the Northwest Corner of said Section 28; thence South 00 degrees 43 minutes 01 seconds West along the West line of the Northwest Quarter of said Section 28, a distance of 783.40 feet; thence North 90 degrees 00 minutes 00 seconds East, a distance of 823.70 feet to the South Right-of-Way (ROW) Line of Burtonwood Drive and the Point of Beginning, also being the beginning point of a curve; thence 6.00 feet along the arc of a curve concave to the North, having a radius of 1968.03 feet, and measured along a chord bearing South 83 degrees 34 minutes 43 seconds East, a distance of 6.00 feet to the ending point of said curve and the Northeast Corner of Lot 13 of Block 2 of Burtonwood Plat; thence South 6 degrees 12 minutes 40 seconds West along the East line of said Lot 13, a distance of 155.10 feet to the Southeast corner of said Lot 13; thence North 81 degrees 53 minutes 34 seconds West along the South line of said Lot 13, a distance of 6.00 feet; thence North 6 degrees 12 minutes 40 seconds East parallel to said East Line, a distance of 154.92 feet to the Point of Beginning.



7-6-2020

EXHIBIT "B-1"

LOCATED IN PART OF LOT 13 OF BLOCK 2 OF BURTONWOOD PLAT, AND PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 28, TOWNSHIP 8 NORTH, RANGE 17 EAST, TOWN OF OCONOMOWOC, WAUKESHA COUNTY, WISCONSIN



LEGEND

- ◆ GOVERNMENT CORNER
- FD 1.5" O.D. IRON PIPE
- ▲ SET 3/8" X 12" SPIKE
- COMPUTED POINT
- () "RECORDED AS" DATA
- POB POINT OF BEGINNING



Bearings are referenced to the WISCRS, Waukesha County, NAD 83 (2011) and referenced to the West Line of the Northwest Quarter of S28, T08N, R17E measured as S00°43' 01"W

Curve Table					
Curve #	Radius	Delta	Length	Chord Bearing	Chord Length
C1	1968.03	0°10'29"	6.00	S83°34'43"E	6.00
				Tangent In	S83°29'28"E
				Tangent Out	S83°39'57"E

GRAPHIC SCALE



City of Oconomowoc - Treasurer's Report
Cash & Investments
June 30, 2020

CASH & INVESTMENTS

	Total	% of Portfolio
State of Wisconsin LGIP	\$ 276,404.54	0.4%
PMA Financial Network	44,679,486.30	64.1%
DANA Investments	5,583,743.33	8.0%
Certificates of Deposit	750,000.00	1.1%
Checking/Municipal Sweep	11,069,509.01	15.9%
Other ⁽¹⁾	36,674.35	0.1%
Internal Advances	7,266,833.89	10.4%
Total	\$ 69,662,651.42	100.0%

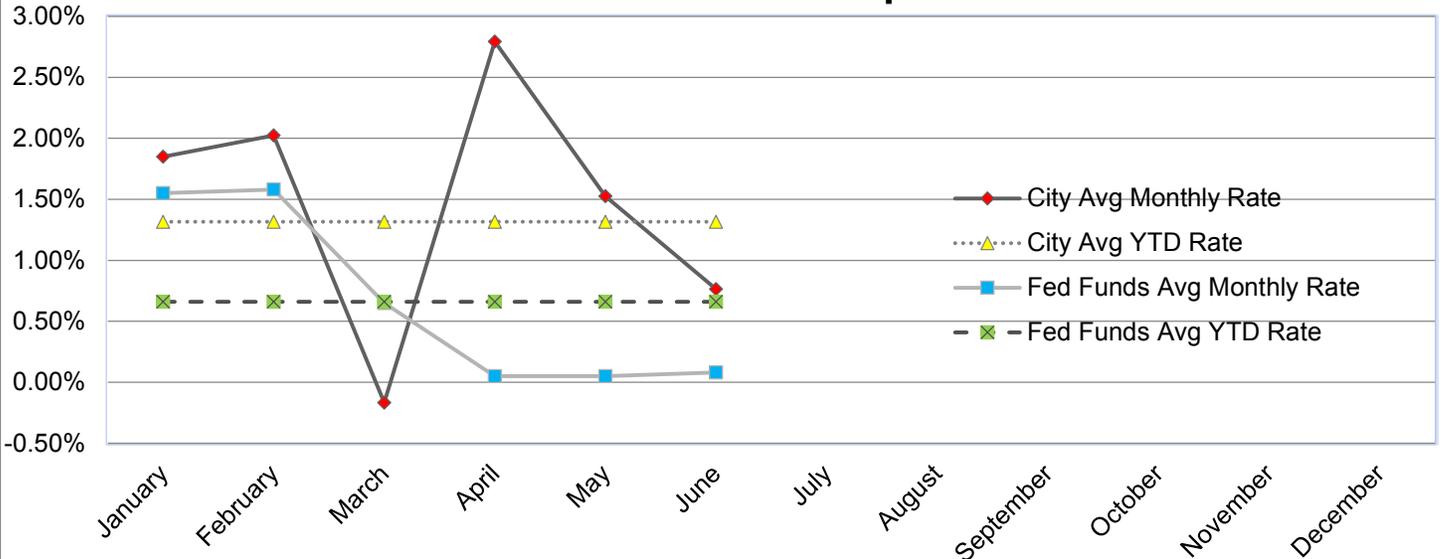
(1) Includes Library Trust Fund, Ambulance Billing

INTEREST REVENUE

	June Interest	YTD Interest	Average YTD Rate
State of Wisconsin LGIP	\$ 32.54	7,526.55	1.69%
Checking & Related Accts	2,974.01	70,478.57	1.13%
Other Investments	32,354.10	316,676.78	1.32%
Internal Advances	9,314.27	65,473.56	1.84%
Total	\$ 44,674.92	460,155.46	1.32%

Benchmark - Fed Funds 0.66%
 Benchmark - 6 Month Treasury Bill 0.65%

2020 Interest Rate Comparison



City of Oconomowoc - Treasurer's Report
Checking Account Transactions
June 30, 2020

RECEIPTS

	Combined Checking
Cash Balance as of June 1	\$ 15,876,791.40
Utility Payments	\$ 2,253,291.75
Property Taxes	158,016.73
Impact Fees	114,960.53
Town of Oconomowoc	64,119.18
Recreational Enrollment Fees	63,770.17
Building / Electric/ Plumbing Permits	38,070.73
Bank Five Nine - Loan Pool	25,000.00
Town of Ixonia Sanitary District	18,354.54
MK/S-EP LLC	18,229.89
Municipal Court Fines/Rent	15,070.47
Bank Five Nine - Donation	15,000.00
Waterstone Bank	12,392.66
JoFranCole/North 48 - Liquer License	10,215.00
Ixonia Bank - Donation	10,000.00
Room Tax	2,584.09
Miscellaneous Receipts	120,625.07
Total Receipts	\$ 2,939,700.81

DISBURSEMENTS

	Combined Checking
WPPI	\$ 1,352,672.42
Camosy Inc	570,329.00
Department of Employee Trust Funds	185,403.08
Federal & FICA Payroll Taxes	183,844.24
Pcard	156,076.30
WI Retirement	98,075.37
Stuart C Irby Co	64,842.25
John's Disposal Service Inc	64,430.89
WI Sales Tax Payment	56,999.41
State Withholding	35,643.69
State of WI - Deferred Comp	28,353.50
Tim Obrien Homes	27,132.45
Municipal Law and Litigation Group SC	25,247.70
R&R Insurance Services Inc	25,015.00
Jennifer Miller - Loan Pool	25,000.00
Miscellaneous Disbursements	412,611.99
Total Disbursements	\$ 3,311,677.29
Payrolls	\$ 474,982.07
P-Card Paid from PMA	\$ (156,076.30)
Transfer to PMA - Capital 408	\$ 3,942,058.00
Transfer to PMA - Taxes Acct 102	\$ 174,342.14

General Checking Account Balance as of June 30	\$ 11,069,509.01
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Balance

Fund: 100 - GENERAL FUND

Assets

110 - CASH AND INVESTMENTS	12,247,543.12	
120 - TAXES AND RELATED RECEIVABLES	7,312,540.44	
130 - ACCOUNTS RECEIVABLE	302,671.56	
140 - SPECIAL ASSESSMENT RECEIVABLE	28,604.97	
150 - INTEREST RECEIVABLE	137,318.19	
160 - DUE FROM OTHER FUNDS	279,250.00	
181 - PREPAID ITEMS	3,472.06	
Total Assets:	20,311,400.34	<u>20,311,400.34</u>

Liability

210 - ACCOUNTS PAYABLE	7,009.69	
220 - ACCRUED LIABILITIES	428,007.81	
230 - DEPOSITS	167,723.75	
240 - DUE TO OTHER GOVERNMENTS	5,201,944.24	
250 - DUE TO OTHER FUNDS	194,193.75	
260 - UNEARNED REVENUES	16,094.14	
270 - PROPERTY TAXES	2,233,157.94	
280 - SPECIAL ASSESSMENTS	28,604.97	
Total Liability:	8,276,736.29	

Equity

310 - NON-SPENDABLE	488,637.00	
320 - RESTRICTED	7,411.35	
330 - COMMITTED	4,272,648.00	
340 - ASSIGNED	976,548.00	
350 - UNASSIGNED	4,546,839.97	
Total Beginning Equity:	10,292,084.32	
Total Revenue	8,774,362.82	
Total Expense	7,031,783.09	
Revenues Over/Under Expenses	1,742,579.73	

Total Equity and Current Surplus (Deficit): 12,034,664.05

Total Liabilities, Equity and Current Surplus (Deficit): 20,311,400.34



Department; Sourc...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
GENERAL FUND						
Revenue						
TAXES	8,215,052.00	8,215,052.00	8,465.20	5,832,107.45	-2,382,944.55	70.99 %
SPECIAL ASSESSMENTS	8,500.00	8,500.00	180.39	5,033.32	-3,466.68	59.22 %
INTERGOVERNMENTAL AID	1,772,987.00	1,772,987.00	112.24	769,707.44	-1,003,279.56	43.41 %
LICENSES AND PERMITS	655,900.00	655,900.00	83,772.26	325,718.44	-330,181.56	49.66 %
PENALTIES AND FINES	328,400.00	328,400.00	15,453.11	125,313.79	-203,086.21	38.16 %
PUBLIC CHARGES FOR SERVICES	1,126,323.00	1,126,323.00	74,309.03	702,658.76	-423,664.24	62.39 %
INTERFUND CHARGES FOR SERVICES	4,520.00	4,520.00	376.66	2,259.96	-2,260.04	50.00 %
MISCELLANEOUS REVENUES	419,113.00	469,495.40	58,386.17	204,863.66	-264,631.74	43.63 %
OTHER FINANCING SOURCES	1,667,354.00	1,667,354.00	128,950.00	806,700.00	-860,654.00	48.38 %
Revenue Total:	14,198,149.00	14,248,531.40	370,005.06	8,774,362.82	-5,474,168.58	61.58 %
Expense						
ELECTED OFFICIALS / ADMINISTRATION	421,935.97	421,935.97	30,138.02	155,121.16	266,814.81	36.76 %
FINANCE DEPARTMENT	586,885.97	586,885.97	62,677.02	280,123.36	306,762.61	47.73 %
CITY CLERK DEPARTMENT	367,243.23	367,243.23	26,002.67	198,101.32	169,141.91	53.94 %
POLICE DEPARTMENT	4,090,923.11	4,102,279.48	275,240.37	1,923,383.06	2,178,896.42	46.89 %
FIRE DEPARTMENT	1,966,261.00	1,966,261.00	67,833.00	1,466,901.48	499,359.52	74.60 %
DEPARTMENT OF PUBLIC WORKS	3,113,376.98	3,149,556.98	215,457.18	1,423,921.62	1,725,635.36	45.21 %
LIBRARY	1,210,696.75	1,211,894.15	108,318.92	584,952.03	626,942.12	48.27 %
PARKS, RECREATION AND FORESTRY	2,011,246.06	2,020,431.06	165,030.01	798,548.93	1,221,882.13	39.52 %
PLANNING DEPARTMENT	262,420.82	262,420.82	19,377.02	122,151.37	140,269.45	46.55 %
BUREAU OF ECONOMIC DEVELOPMENT	167,159.47	300,059.47	16,997.21	78,578.76	221,480.71	26.19 %
Expense Total:	14,198,149.36	14,388,968.13	987,071.42	7,031,783.09	7,357,185.04	48.87 %
GENERAL FUND Surplus (Deficit):	-0.36	-140,436.73	-617,066.36	1,742,579.73	1,883,016.46	-1,240.83 %
Report Surplus (Deficit):	-0.36	-140,436.73	-617,066.36	1,742,579.73	1,883,016.46	-1,240.83 %



Balance

Fund: 408 - CAPITAL IMPROVEMENTS

Assets

105 - CURRENT ASSETS	12,701,397.97	
110 - CASH AND INVESTMENTS	-30,117.59	
130 - ACCOUNTS RECEIVABLE	1,619,511.41	
Total Assets:	14,290,791.79	<u>14,290,791.79</u>

Liability

210 - ACCOUNTS PAYABLE	507,954.27	
260 - UNEARNED REVENUES	1,469,482.49	
Total Liability:	1,977,436.76	

Equity

330 - COMMITTED	7,831,429.67	
350 - UNASSIGNED	-10,675,732.61	
Total Beginning Equity:	-2,844,302.94	

Total Revenue	19,005,694.82	
Total Expense	3,848,036.85	
Revenues Over/Under Expenses	15,157,657.97	

Total Equity and Current Surplus (Deficit): 12,313,355.03

Total Liabilities, Equity and Current Surplus (Deficit): 14,290,791.79



Budget Report Group Summary

For Fiscal: 2020 Period Ending: 06/30/2020

Source;Divisio...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
CAPITAL IMPROVEMENTS						
Revenue						
TAXES	2,107,403.00	2,107,403.00	0.00	2,107,403.00	0.00	100.00 %
INTERGOVERNMENTAL AID	150,000.00	150,000.00	0.00	0.00	-150,000.00	0.00 %
MISCELLANEOUS REVENUES	56,200.00	62,186.00	9,007.03	18,291.82	-43,894.18	29.41 %
OTHER FINANCING SOURCES	2,180,000.00	2,300,000.00	0.00	16,880,000.00	14,580,000.00	733.91 %
Revenue Total:	4,493,603.00	4,619,589.00	9,007.03	19,005,694.82	14,386,105.82	411.42 %
Expense						
POLICE ADMINISTRATION	0.00	7,509,151.64	639,080.50	3,054,741.44	4,454,410.20	40.68 %
POLICE DISPATCH CENTER	0.00	548,853.78	11,629.50	36,179.57	512,674.21	6.59 %
POLICE OPERATIONS	139,000.00	139,000.00	6,446.50	136,992.68	2,007.32	98.56 %
SUPP/HYDRANT	476,568.00	476,568.00	0.00	458,356.00	18,212.00	96.18 %
MUNICIPAL GARAGE	0.00	22,067.75	0.00	19,616.50	2,451.25	88.89 %
HIGHWAY & OTHER TRANSPORTATION	3,135,000.00	4,275,353.87	0.00	78,268.58	4,197,085.29	1.83 %
BRIDGES	110,000.00	119,062.85	0.00	0.00	119,062.85	0.00 %
SNOW AND ICE REMOVAL	230,000.00	230,000.00	0.00	0.00	230,000.00	0.00 %
CITY BUILDINGS	0.00	275,930.00	0.00	0.00	275,930.00	0.00 %
LIBRARY	36,000.00	80,283.07	0.00	615.00	79,668.07	0.77 %
PARKS/PLAYGROUNDS	205,835.00	273,689.00	0.00	34,412.44	239,276.56	12.57 %
ATHLETIC FIELDS/COURTS	30,000.00	90,000.00	0.00	0.00	90,000.00	0.00 %
INTEREST ON NOTES	0.00	0.00	0.00	18,834.40	-18,834.40	0.00 %
TRANSFER TO WATERSHED FUND	75,000.00	93,436.00	2,891.57	10,020.24	83,415.76	10.72 %
Expense Total:	4,437,403.00	14,133,395.96	660,048.07	3,848,036.85	10,285,359.11	27.23 %
CAPITAL IMPROVEMENTS Surplus (Deficit):	56,200.00	-9,513,806.96	-651,041.04	15,157,657.97	24,671,464.93	-159.32 %
Report Surplus (Deficit):	56,200.00	-9,513,806.96	-651,041.04	15,157,657.97	24,671,464.93	-159.32 %



Balance

Fund: 601 - WASTEWATER UTILITY

Assets

Class: 105 - CURRENT ASSETS

Table with 2 columns: Asset Description and Balance. Rows include 1051 - CASH & INVESTMENTS (4,203,385.47), 1052 - ACCOUNTS RECEIVABLE (428,154.77), 1053 - SPECIAL ASSESSMENT RECEIVABLE (913,086.95), 1054 - ACCRUED INTEREST (18,601.99), 1055 - DUE FROM OTHER FUNDS (4,728,341.00), 1058 - ADVANCES TO OTHER FUNDS (132,849.93), 1059 - DEFERRED CHARGES (48,300.00).

Total Class 105 - CURRENT ASSETS: 10,472,720.11

Class: 145 - RESTRICTED ASSETS

Table with 2 columns: Asset Description and Balance. Row includes 1451 - CASH & INVESTMENTS (10,963,333.47).

Total Class 145 - RESTRICTED ASSETS: 10,963,333.47

Class: 165 - NONCURRENT ASSETS

Table with 2 columns: Asset Description and Balance. Rows include 1653 - ADVANCES TO OTHER FUNDS (1,108,912.55), 1657 - OTHER ASSETS (183,385.00).

Total Class 165 - NONCURRENT ASSETS: 1,292,297.55

Class: 175 - CAPITAL ASSETS

Table with 2 columns: Asset Description and Balance. Rows include 1751 - LAND (60,606.55), 1752 - STRUCTURES & IMPROVEMENTS (10,033,045.12), 1753 - IMPROVEMENTS OTHER THAN BUILDINGS (40,071,427.27), 1754 - MACHINERY & EQUIPMENT (11,876,181.93), 1756 - CONSTRUCTION IN PROGRESS (643,481.30), 1757 - ACCUMULATED DEPRECIATION (-24,531,896.39).

Total Class 175 - CAPITAL ASSETS: 38,152,845.78

Total Assets: 60,881,196.91

60,881,196.91

Liability

Class: 205 - CURRENT LIABILITIES

Table with 2 columns: Liability Description and Balance. Rows include 2052 - ACCRUED LIABILITIES (45,394.42), 2053 - ACCRUED INTEREST (522.07), 2057 - DEFERRED CREDITS (129,379.71), 2058 - GENERAL OBLIGATION DEBT (11,040.00).

Total Class 205 - CURRENT LIABILITIES: 186,336.20

Class: 255 - NONCURRENT LIABILITIES

Table with 2 columns: Liability Description and Balance. Row includes 2553 - GENERAL OBLIGATION DEBT (37,260.00).

Total Class 255 - NONCURRENT LIABILITIES: 37,260.00

Total Liability: 223,596.20

Equity

Class: 305 - NET POSITION

Table with 2 columns: Equity Description and Balance. Rows include 3055 - RESTRICTED FOR PLANT REPLACEMENT (10,963,333.47), 3057 - RESTRICTED FOR PENSION BENEFITS (183,385.00), 3059 - UNRESTRICTED (48,737,842.29).

Total Class 305 - NET POSITION: 59,884,560.76

Total Beginning Equity: 59,884,560.76

Total Revenue 2,596,046.32

Total Expense 1,823,006.37

Revenues Over/Under Expenses 773,039.95

Total Equity and Current Surplus (Deficit): 60,657,600.71

Total Liabilities, Equity and Current Surplus (Deficit): 60,881,196.91



RevClass;Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 601 - WASTEWATER UTILITY						
Revenue						
Source: 411 - OPERATING REVENUE						
6410 - RESIDENTIAL	1,801,000.00	1,801,000.00	152,353.85	935,484.29	-865,515.71	51.94 %
6411 - COMMERCIAL	862,000.00	862,000.00	78,903.88	405,708.03	-456,291.97	47.07 %
6414 - INDUSTRIAL	202,000.00	202,000.00	16,720.23	90,896.07	-111,103.93	45.00 %
6421 - SERVICE TO OTHER SYSTEMS	951,000.00	951,000.00	76,299.55	458,800.47	-492,199.53	48.24 %
6450 - OTHER OPERATING REVENUE	172,000.00	172,000.00	53,160.15	91,712.54	-80,287.46	53.32 %
Source: 411 - OPERATING REVENUE Total:	3,988,000.00	3,988,000.00	377,437.66	1,982,601.40	-2,005,398.60	49.71 %
Source: 412 - NON-OPERATING REVENUE						
8110 - INTEREST ON INVESTMENTS	480,400.00	480,400.00	24,018.83	200,152.20	-280,247.80	41.66 %
8113 - SEWER AVAILABILITY CHARGE	440,000.00	440,000.00	89,295.00	352,259.00	-87,741.00	80.06 %
8114 - IMPACT FEES & SPECIAL ASSESSMENTS	35,200.00	35,200.00	4,053.00	42,153.00	6,953.00	119.75 %
8120 - UNREALIZED GAIN/LOSS	0.00	0.00	1,096.11	41,633.37	41,633.37	0.00 %
8121 - REALIZED GAIN/LOSS	-50,000.00	-50,000.00	-3,589.45	-22,752.65	27,247.35	45.51 %
Source: 412 - NON-OPERATING REVENUE Total:	905,600.00	905,600.00	114,873.49	613,444.92	-292,155.08	67.74 %
Source: 414 - CONTRIBUTIONS AND TRANSFERS						
4210 - CONTRIBUTED INFRASTRUCTURE	730,000.00	730,000.00	0.00	0.00	-730,000.00	0.00 %
Source: 414 - CONTRIBUTIONS AND TRANSFERS Total:	730,000.00	730,000.00	0.00	0.00	-730,000.00	0.00 %
Revenue Total:	5,623,600.00	5,623,600.00	492,311.15	2,596,046.32	-3,027,553.68	46.16 %
Expense						
518 - ADMIN & GENERAL	2,333,924.28	2,340,640.93	182,021.42	1,131,702.27	1,208,938.66	48.35 %
519 - VEHICLES & EQUIPMENT	55,511.04	57,511.04	3,170.64	22,293.76	35,217.28	38.76 %
573 - DISTRIBUTION MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
575 - COLLECTION	348,251.47	348,251.47	27,680.85	131,633.52	216,617.95	37.80 %
576 - TREATMENT & DISPOSAL	1,440,250.01	1,493,091.01	74,500.99	457,983.21	1,035,107.80	30.67 %
578 - SANITARY DISTRICTS	2,456.04	2,456.04	72.72	721.15	1,734.89	29.36 %
580 - DEBT SERVICE	156,904.00	156,904.00	13,096.63	78,672.46	78,231.54	50.14 %
Expense Total:	4,337,296.84	4,398,854.49	300,543.25	1,823,006.37	2,575,848.12	41.44 %
Fund: 601 - WASTEWATER UTILITY Surplus (Deficit):	1,286,303.16	1,224,745.51	191,767.90	773,039.95	-451,705.56	63.12 %
Report Surplus (Deficit):	1,286,303.16	1,224,745.51	191,767.90	773,039.95	-451,705.56	63.12 %



Balance

Fund: 602 - WATER UTILITY

Assets

Class: 105 - CURRENT ASSETS

1051 - CASH & INVESTMENTS	4,783,261.88
1052 - ACCOUNTS RECEIVABLE	224,712.12
1053 - SPECIAL ASSESSMENT RECEIVABLE	640,556.34
1057 - INVENTORIES	75,866.67
1059 - DEFERRED CHARGES	35,700.00
Total Class 105 - CURRENT ASSETS:	5,760,097.01

Class: 145 - RESTRICTED ASSETS

1451 - CASH & INVESTMENTS	243,363.17
Total Class 145 - RESTRICTED ASSETS:	243,363.17

Class: 165 - NONCURRENT ASSETS

1657 - OTHER ASSETS	495,498.07
Total Class 165 - NONCURRENT ASSETS:	495,498.07

Class: 175 - CAPITAL ASSETS

1751 - LAND	58,625.09
1752 - STRUCTURES & IMPROVEMENTS	1,253,429.06
1753 - IMPROVEMENTS OTHER THAN BUILDINGS	37,147,560.99
1754 - MACHINERY & EQUIPMENT	9,127,566.52
1756 - CONSTRUCTION IN PROGRESS	116,506.73
1757 - ACCUMULATED DEPRECIATION	-13,531,951.88
Total Class 175 - CAPITAL ASSETS:	34,171,736.51

Total Assets:	40,670,694.76	<u>40,670,694.76</u>
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Liability

Class: 205 - CURRENT LIABILITIES

2051 - ACCOUNTS PAYABLE	97,435.84
2052 - ACCRUED LIABILITIES	14,955.47
2053 - ACCRUED INTEREST	7,455.89
2054 - DEPOSITS	1,650.00
2055 - ACCRUED TAXES	568,682.00
2057 - DEFERRED CREDITS	486,347.19
2058 - GENERAL OBLIGATION DEBT	8,160.00
2059 - REVENUE BONDS	195,000.00
2061 - ADVANCES FROM OTHER FUNDS	386,140.71
Total Class 205 - CURRENT LIABILITIES:	1,765,827.10

Class: 255 - NONCURRENT LIABILITIES

2553 - GENERAL OBLIGATION DEBT	2,257,540.00
2556 - ADVANCES FROM OTHER FUNDS	1,873,102.11
Total Class 255 - NONCURRENT LIABILITIES:	4,130,642.11

Total Liability:	5,896,469.21
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Equity

Class: 305 - NET POSITION

3057 - RESTRICTED FOR PENSION BENEFITS	186,092.00
3059 - UNRESTRICTED	34,415,228.63
Total Class 305 - NET POSITION:	34,601,320.63

Total Beginning Equity:	34,601,320.63
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Balance Sheet

As Of 06/30/2020

	Balance
Total Revenue	1,723,411.34
Total Expense	<u>1,550,506.42</u>
Revenues Over/Under Expenses	172,904.92
Total Equity and Current Surplus (Deficit):	34,774,225.55
Total Liabilities, Equity and Current Surplus (Deficit):	<u>40,670,694.76</u>



RevClass;Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 602 - WATER UTILITY						
Revenue						
Source: 411 - OPERATING REVENUE						
4600 - HYDRANT	1,000.00	1,000.00	15.00	33.34	-966.66	3.33 %
4610 - METERED SALES-RES MULTI FAMILY	1,448,000.00	185,000.00	18,178.44	104,749.98	-80,250.02	56.62 %
4611 - RESIDENTIAL	185,000.00	1,448,000.00	146,512.61	734,930.10	-713,069.90	50.75 %
4613 - COMMERCIAL	552,000.00	552,000.00	49,883.33	231,983.51	-320,016.49	42.03 %
4615 - INDUSTRIAL	120,000.00	120,000.00	9,920.45	52,713.02	-67,286.98	43.93 %
4620 - PUBLIC FIRE PROTECTION	814,000.00	814,000.00	68,118.80	407,626.76	-406,373.24	50.08 %
4630 - PRIVATE FIRE PROTECTION	105,000.00	105,000.00	9,113.00	54,496.66	-50,503.34	51.90 %
4700 - FOREFITED DISCOUNTS	5,500.00	5,500.00	-1.39	1,336.68	-4,163.32	24.30 %
4710 - MISC SERVICE REVENUE	2,000.00	2,000.00	120.00	440.00	-1,560.00	22.00 %
4720 - RENTS FROM WATER PROPERTY	95,400.00	95,400.00	7,272.55	52,095.81	-43,304.19	54.61 %
4740 - OTHER WATER REVENUE	43,000.00	43,000.00	2,800.02	17,260.16	-25,739.84	40.14 %
Source: 411 - OPERATING REVENUE Total:	3,370,900.00	3,370,900.00	311,932.81	1,657,666.02	-1,713,233.98	49.18 %
Source: 412 - NON-OPERATING REVENUE						
4150 - REVENUE FROM JOBBING	6,000.00	6,000.00	1,003.39	1,263.26	-4,736.74	21.05 %
4190 - INTEREST	70,000.00	70,000.00	2,818.16	16,844.61	-53,155.39	24.06 %
4250 - MISC AMORT-REGULATORY LIABILITY	41,945.00	41,945.00	3,495.42	20,972.52	-20,972.48	50.00 %
4301 - IMPACT FEES & SPECIAL ASSESSMENTS	0.00	0.00	160.54	26,664.93	26,664.93	0.00 %
Source: 412 - NON-OPERATING REVENUE Total:	117,945.00	117,945.00	7,477.51	65,745.32	-52,199.68	55.74 %
Source: 414 - CONTRIBUTIONS AND TRANSFERS						
4210 - CONTRIBUTED INFRASTRUCTURE	840,000.00	840,000.00	0.00	0.00	-840,000.00	0.00 %
Source: 414 - CONTRIBUTIONS AND TRANSFERS Total:	840,000.00	840,000.00	0.00	0.00	-840,000.00	0.00 %
Revenue Total:	4,328,845.00	4,328,845.00	319,410.32	1,723,411.34	-2,605,433.66	39.81 %
Expense						
516 - CUSTOMER SERVICE	76,627.69	76,627.69	6,751.00	34,070.91	42,556.78	44.46 %
517 - ADVERTISING / PUBLICITY	17,500.00	17,500.00	2,106.76	4,156.57	13,343.43	23.75 %
518 - ADMIN & GENERAL	660,738.99	660,738.99	50,166.44	298,515.12	362,223.87	45.18 %
519 - VEHICLES & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
531 - SOURCE OF SUPPLY	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
532 - PUMPING OPERATIONS	234,355.57	234,355.57	16,346.69	98,064.65	136,290.92	41.84 %
533 - PUMPING MAINTENANCE	124,217.95	124,217.95	2,774.62	19,812.86	104,405.09	15.95 %
534 - TREATMENT OPERATIONS	86,154.18	86,154.18	7,455.68	35,858.22	50,295.96	41.62 %
535 - TREATMENT MAINTENANCE	25,551.63	25,551.63	775.81	8,623.83	16,927.80	33.75 %
572 - DISTRIBUTION OPERATIONS	284,795.06	284,795.06	15,259.49	100,407.25	184,387.81	35.26 %
573 - DISTRIBUTION MAINTENANCE	391,584.43	391,584.42	29,690.86	149,301.05	242,283.37	38.13 %
574 - GENERAL PLANT	29,933.21	29,933.21	5,186.32	20,725.93	9,207.28	69.24 %
577 - MISCELLANEOUS EXPENSES	1,577,347.02	1,577,347.02	136,480.72	780,970.03	796,376.99	49.51 %
Expense Total:	3,513,805.73	3,513,805.72	272,994.39	1,550,506.42	1,963,299.30	44.13 %
Fund: 602 - WATER UTILITY Surplus (Deficit):	815,039.27	815,039.28	46,415.93	172,904.92	-642,134.36	21.21 %
Report Surplus (Deficit):	815,039.27	815,039.28	46,415.93	172,904.92	-642,134.36	21.21 %



Balance

Fund: 603 - ELECTRIC UTILITY

Assets

Class: 105 - CURRENT ASSETS

Table with 2 columns: Asset Description and Amount. Rows include 1051 - CASH & INVESTMENTS, 1052 - ACCOUNTS RECEIVABLE, 1056 - PREPAID ITEMS, 1057 - INVENTORIES, 1058 - ADVANCES TO OTHER FUNDS, 1059 - DEFERRED CHARGES.

Total Class 105 - CURRENT ASSETS: 14,521,937.80

Class: 145 - RESTRICTED ASSETS

Table with 2 columns: Asset Description and Amount. Row includes 1451 - CASH & INVESTMENTS.

Total Class 145 - RESTRICTED ASSETS: 38,687.67

Class: 165 - NONCURRENT ASSETS

Table with 2 columns: Asset Description and Amount. Rows include 1653 - ADVANCES TO OTHER FUNDS, 1657 - OTHER ASSETS.

Total Class 165 - NONCURRENT ASSETS: 1,138,837.56

Class: 175 - CAPITAL ASSETS

Table with 2 columns: Asset Description and Amount. Rows include 1751 - LAND, 1752 - STRUCTURES & IMPROVEMENTS, 1753 - IMPROVEMENTS OTHER THAN BUILDINGS, 1754 - MACHINERY & EQUIPMENT, 1756 - CONSTRUCTION IN PROGRESS, 1757 - ACCUMULATED DEPRECIATION.

Total Class 175 - CAPITAL ASSETS: 33,407,674.69

Total Assets: 49,107,137.72

49,107,137.72

Liability

Class: 205 - CURRENT LIABILITIES

Table with 2 columns: Liability Description and Amount. Rows include 2051 - ACCOUNTS PAYABLE, 2052 - ACCRUED LIABILITIES, 2053 - ACCRUED INTEREST, 2054 - DEPOSITS, 2055 - ACCRUED TAXES, 2056 - CUSTOMER ADVANCES FOR CONSTRUCTION, 2057 - DEFERRED CREDITS, 2058 - GENERAL OBLIGATION DEBT, 2059 - REVENUE BONDS.

Total Class 205 - CURRENT LIABILITIES: 3,504,190.14

Class: 255 - NONCURRENT LIABILITIES

Table with 2 columns: Liability Description and Amount. Row includes 2553 - GENERAL OBLIGATION DEBT.

Total Class 255 - NONCURRENT LIABILITIES: 542,635.00

Total Liability: 4,046,825.14

Equity

Class: 305 - NET POSITION

Table with 2 columns: Equity Description and Amount. Rows include 3057 - RESTRICTED FOR PENSION BENEFITS, 3059 - UNRESTRICTED.

Total Class 305 - NET POSITION: 44,580,720.01

Total Beginning Equity: 44,580,720.01

Balance Sheet

As Of 06/30/2020

	Balance
Total Revenue	10,630,127.92
Total Expense	<u>10,150,535.35</u>
Revenues Over/Under Expenses	479,592.57
Total Equity and Current Surplus (Deficit):	45,060,312.58
Total Liabilities, Equity and Current Surplus (Deficit):	<u><u>49,107,137.72</u></u>



RevClass;Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 603 - ELECTRIC UTILITY						
Revenue						
Source: 411 - OPERATING REVENUE						
4400 - RESIDENTIAL	9,713,000.00	9,713,000.00	862,989.58	4,191,250.54	-5,521,749.46	43.15 %
4420 - COMMERCIAL	2,948,000.00	2,948,000.00	248,242.51	1,249,058.67	-1,698,941.33	42.37 %
4430 - LARGE COMMERCIAL/INDUSTRIAL	11,828,000.00	11,828,000.00	1,096,205.89	4,927,456.10	-6,900,543.90	41.66 %
4440 - STREET & YARD LIGHTING	313,000.00	313,000.00	24,331.69	133,510.10	-179,489.90	42.65 %
4500 - FOREFITED DISCOUNTS	45,000.00	45,000.00	-3.82	8,891.68	-36,108.32	19.76 %
4510 - MISC SERVICE REVENUE	7,000.00	7,000.00	0.00	100.00	-6,900.00	1.43 %
4540 - RENTS FROM ELECTRIC PROPERTY	21,600.00	21,600.00	1,800.00	11,878.76	-9,721.24	54.99 %
4560 - OTHER ELECTRIC REVENUE	20,000.00	20,000.00	509.43	2,362.15	-17,637.85	11.81 %
Source: 411 - OPERATING REVENUE Total:	24,895,600.00	24,895,600.00	2,234,075.28	10,524,508.00	-14,371,092.00	42.27 %
Source: 412 - NON-OPERATING REVENUE						
4150 - REVENUE FROM JOBBING	60,000.00	60,000.00	0.00	100.87	-59,899.13	0.17 %
4190 - INTEREST	246,992.00	246,992.00	7,593.15	89,255.36	-157,736.64	36.14 %
4250 - MISC AMORT-REGULATORY LIABILITY	76,638.00	76,638.00	6,386.50	38,319.00	-38,319.00	50.00 %
Source: 412 - NON-OPERATING REVENUE Total:	383,630.00	383,630.00	13,979.65	127,675.23	-255,954.77	33.28 %
Source: 414 - CONTRIBUTIONS AND TRANSFERS						
4210 - CONTRIBUTED INFRASTRUCTURE	200,000.00	200,000.00	0.00	0.00	-200,000.00	0.00 %
4211 - DEVELOPER EMBEDDED CREDITS	-100,000.00	-100,000.00	0.00	-22,055.31	77,944.69	22.06 %
Source: 414 - CONTRIBUTIONS AND TRANSFERS Total:	100,000.00	100,000.00	0.00	-22,055.31	-122,055.31	22.06 %
Source: 473 - CAPITAL PROJECTS						
7000 - WORK ORDER CLEARING	0.00	0.00	0.00	0.00	0.00	0.00 %
Source: 473 - CAPITAL PROJECTS Total:	0.00	0.00	0.00	0.00	0.00	0.00 %
Revenue Total:	25,379,230.00	25,379,230.00	2,248,054.93	10,630,127.92	-14,749,102.08	41.89 %
Expense						
516 - CUSTOMER SERVICE	298,658.44	298,658.44	23,736.19	123,588.74	175,069.70	41.38 %
517 - ADVERTISING / PUBLICITY	13,700.00	13,700.00	47.71	309.25	13,390.75	2.26 %
518 - ADMIN & GENERAL	1,328,468.02	1,328,468.02	98,652.34	649,199.22	679,268.80	48.87 %
519 - VEHICLES & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
571 - PURCHASED POWER	17,586,000.00	17,586,000.00	1,344,806.73	7,119,131.40	10,466,868.60	40.48 %
572 - DISTRIBUTION OPERATIONS	551,380.93	551,380.93	32,297.00	256,753.17	294,627.76	46.57 %
573 - DISTRIBUTION MAINTENANCE	834,618.13	852,118.13	68,798.12	428,543.37	423,574.76	50.29 %
574 - GENERAL PLANT	136,289.57	136,289.57	2,526.29	61,787.48	74,502.09	45.34 %
577 - MISCELLANEOUS EXPENSES	3,019,069.04	3,019,069.04	250,542.39	1,511,222.72	1,507,846.32	50.06 %
Expense Total:	23,768,184.13	23,785,684.13	1,821,406.77	10,150,535.35	13,635,148.78	42.67 %
Fund: 603 - ELECTRIC UTILITY Surplus (Deficit):	1,611,045.87	1,593,545.87	426,648.16	479,592.57	-1,113,953.30	30.10 %
Report Surplus (Deficit):	1,611,045.87	1,593,545.87	426,648.16	479,592.57	-1,113,953.30	30.10 %



MEMORANDUM

PARKS, RECREATION & FORESTRY DEPARTMENT

Date: 7-28-20
 To: Mayor Magnus, Common Council
 From: Craig Hoepfner, Director
 Re: Roosevelt Park Shelter Materials bid memo

RELATES TO THE STRATEGIC PLAN

IV.B. Plan and Implement Quality of Life Assets and Community Amenities

BACKGROUND

The original park shelter at Roosevelt Park was demolished last winter, as it was structurally unsafe and no longer passed inspection for occupancy. The Common Council agreed to finance a new park shelter to be built on the south side of the Forest Street parking lot, closer to restrooms and Imagination Station playground.

To reduce costs, our Department is acting as the general contractor. The overall project is comprised of the following components: Design/Engineering, Shelter Materials, Concrete, Installation, Electric, Signage and Masonry. The current bid only includes Design/Engineering, Shelter Materials and their delivery. The other components will be advertised for bids/quotes at a later date.

ADDITIONAL ANALYSIS

Parks, Recreation & Forestry staff advertised this project for public construction bids and received three (3) bids. They are summarized below:

- Keeper Goals/RCP Shelters, Inc. \$ 41,410
- Western Wood Structures \$ 43,590
- Minnesota Wisconsin Playground/Cedar Forest Products \$ 48,642

FINANCIAL IMPACT

\$130,000 of funds are available for this project. \$49,000 for this project is in account #408-507-7410-822.420706 and \$81,000 is in 100-36401.420706.

RECOMMENDATION

Staff has reviewed the bids and checked references for the lowest qualified bidder and feels confident that Keeper Goals/RCP Shelters can provide the required design and materials.

MOTION

Motion to approve the Resolution for Roosevelt Park Shelter Materials Contract of \$41,410 and award to Keeper Goals/RCP Shelters, Inc.

RESOLUTION NO. 20-R2884

**RESOLUTION AWARDING ROOSEVELT PARK
SHELTER MATERIALS CONTRACT**

WHEREAS, the City of Oconomowoc budget provides for construction of a new Park Shelter, at Roosevelt Park; and

WHEREAS, bids for the Roosevelt Park Shelter Materials had been advertised for and were received for making the following improvements as follows:

- Design/Engineering
- Shelter Materials
- Transportation

and

WHEREAS, base bids were received as follows:

- Keeper Goals/RCP Shelters, Inc. \$ 41,410
- Western Wood Structures \$ 43,590
- Minnesota Wisconsin Playground/Cedar Forest Products \$ 48,642

NOW THEREFORE, BE IT HEREBY RESOLVED that the base bid of Keeper Goals/RCP Shelters, Inc. in the sum of \$41,410 is hereby accepted, and appropriate City officials are authorized to enter into a contract with Keeper Goals/RCP Shelters, Inc. for said projects.

BE IT FURTHER RESOLVED that the cost of the Roosevelt Park Shelter Materials contract for the base bid of \$41,410 shall be charged to the following account #408-507-7410-822.420706.

DATED: _____

CITY OF OCONOMOWOC

By: _____
Robert P. Magnus, Mayor

ATTEST:

Diane Coenen, Clerk

Municipal LAW

& L I T I G A T I O N G R O U P

DALE W. ARENZ, RETIRED
DONALD S. MOLTER, JR., RETIRED
JOHN P. MACY
H. STANLEY RIFFLE
COURT COMMISSIONER
ERIC J. LARSON
REMZY D. BITAR

730 N. GRAND AVENUE
WAUKESHA, WISCONSIN 53186
Telephone (262) 548-1340
Direct Dial (262) 806-0214
Facsimile (262) 548-9211
Email: sriffle@ammr.net

PAUL E. ALEXY
MATTEO REGINATO
LUKE A. MARTELL
SAMANTHA R. SCHMID
STEPHEN J. CENTINARIO, JR.
AMY E. FRY-GALOW
CHRISTOPHER SCHULZ
ANTHONY GARCIA
SADIE R. ZURFLUH

July 28, 2020

MEMO TO COMMON COUNCIL

Re: *Consideration of and potential approval of settlement agreement - Waterview Condominiums, LLC vs. City of Oconomowoc - Waukesha County Circuit Court Case No. 19-CV-1233.*

Alderpersons:

As you are painfully aware, the City is a party to the above-referenced matter. The lawsuit is an appeal of the Architectural Committee's (through a special hearing examiner) determination that the design of a proposed condominium development at 517/525 N. Lake Road did not meet design standards set forth in City ordinances. The Developer proposed to construct a single-family residence and an 8-unit condominium on the two lots, located in the Isthmus Residential Multifamily (IRM) zoning district. The lots are of combined acreage as to allow 13 units in density as a matter of right.

§17.204 of the City zoning ordinance sets forth design standards that apply in the IRM District. The ordinance establishes architectural standards, which must be approved by the Architectural Commission. The standards provide that new construction must reflect architecture of 1880 to 1930 and be similar in character with homes in the isthmus constructed in that time frame. The Developer did not get the approval of the Commission, appealed the denial to the Plan Commission which likewise denied the approval. Developer sued.

The Circuit Court was troubled by the fact that the proposed density of the 9 units was substantially lower than the 13 units allowed as a matter of right. The Court was also troubled by the fact that the rationale for the denial was largely based on the size and mass of the building. The Court could not reconcile that the City's zoning allowed for a 13-unit multifamily structure that could be rejected simply because the size offended historic aesthetic standards. The Court did not grant judgment to the Developer, but referred the matter back to the City with instructions to reconsider the application of the design standards *without regard* to the size or mass of the structures.

Upon remand, I have had discussions with the developer and interested community members, and have negotiated a proposed settlement. The settlement has two components:

- 525 N. Lake Road. The developer has agreed to sell 525 N. Lake Road and remove that land from the development. The Chuck & Pat Herro Family have offered to purchase 525 and donate it to the city for a passive park which will provide opportunities for fishing, relaxing, and include a portage path for canoes, paddle boards, and kayaks between the lakes. As a true walking park, there would be no parking lot.
- 517 N. Lake Road. The residents in the isthmus are passionate about preserving, to the extent possible, the 517 property. The Developer has agreed to allow interested community members the exclusive option of purchasing this land and donate it to the city for park purposes for \$1,350,000. The option would be open until January 31, 2021. In the event the lands are not purchased, the Developer, in consultation with the Architectural Commission has reconfigured and redesigned the proposed 8-unit condominium, which would receive building permits on February 1, 2021. The building would be situated perpendicular to N. Lake Road, and has been redesigned to include additional historic features, as depicted on the renderings to be shown at the Council meeting.

This is the one opportunity that the Council will have to acquire a new City park and give interested residents the ability to preserve 517 from development. If Council declines, the matter will go back to the hearing examiner for the Architectural Commission who must consider the previous 9-unit proposal and render a decision consistent with the instructions of the Court. If he determines that the isthmus ordinance cannot be reconciled with zoning rights, the prior design will be constructed. If he again rejects the design, we will be back in Circuit Court.

MUNICIPAL LAW & LITIGATION GROUP, S.C.

H. Stanley Riffle, City Attorney

MEMORANDUM

CLERKS & FINANCE DEPARTMENTS

Date: July 30, 2020

To: Mayor Magnus
Common Council

From: Laurie Sullivan, Finance Director
Diane Coenen, Clerk

Re: Change in First Floor Operational Hours at City Hall

RELATES TO THE STRATEGIC PLAN

V. Enhance the Effectiveness of our City Government

BACKGROUND

Currently, the operational hours of City Hall on the first floor are Monday – Friday, 8:00 AM – 5:00 PM and hours on the second floor are 7:30 AM – 4:30 PM.

Departments within City Hall are operating at differing hours in the attempt to accommodate the public demand from residents, business owners and their employees, property owners, visitors, contractors, developers and vendors.

The few customers seen between the hours of 4:30 – 5:00 PM are generally stopping in here to see departments that have already closed. If staff is unable to help the customer, the option they have is to leave a message or come back the next day.

ADDITIONAL ANALYSIS

The proposed change to the first-floor hours is 7:30 AM to 4:30 PM which will provide consistency to our customers by bringing the Finance, Utility Billing and Clerk’s departments in line with the others departments and more importantly eliminate confusion which will have a positive impact on the customer.

Customers will still have the same options to conduct business when City Hall is closed by using the drop box located on the wall outside of the St. Paul St entrance, by mail, by using our City website /on-line services or leaving an after-hours phone message.

FINANCIAL IMPACT

N/A

RECOMMENDATION

Staff recommends approving the change to the operational hours at City Hall to 7:30 AM - 4:30 PM.

MOTION

Motion to approve changing the operational hours at City Hall to 7:30 AM – 4:30 PM.



MEMORANDUM

MAYOR

Date: July 28, 2020
 To: Common Council
 From: Robert P. Magnus, Mayor
 Re: Committee Appointments and Reappointments with Council Confirmation

RELATES TO THE STRATEGIC PLAN

Strategic Goal – N/A

BACKGROUND

I appoint the following Individual and request Council’s Confirmation:

Community Development Authority: Bill Moomey – April 2023

I reappoint the following individuals and request Council’s Confirmation:

Zoning Board of Appeals: Jake Nicholson; Mark Gempeler; and
 Robert Morgan (2nd Alternate) - April 2022
 Zoning Board of Appeals Chairman: Ken Brotheridge – April 2021

ADDITIONAL ANALYSIS

N/A

FINANCIAL IMPACT

N/A

RECOMMENDATION

N/A

SUGGESTED MOTION

Motion to approve the appointments as presented.

**CITY OF OCONOMOWOC INFORMATION PROFILE
FOR PUBLIC SERVICE APPOINTMENT CONSIDERATION**

NAME:	Bill Moomey	HOME/CELL PHONE:	DATE: July 18 2020
ADDRESS:	1887 Mineral Springs Blvd	BUSINESS PHONE:	
CITY / STATE / ZIP:	Oconomowoc WI 53066	E-MAIL ADDRESS:	
RESIDENCY:	Years in City: 7	Years in Waukesha County:	30

Please mark your **TOP THREE CHOICES. RANK BY PREFERENCE 1...2...3**

QUALIFICATIONS

- | | |
|---|---|
| <p>_____ Architectural Commission.....
(Meets 2nd Wednesday of the Month @ 5:00 PM)</p> <p>_____ Board of Review.....
(Meets annually - Spring & Summer - Day/Times vary)</p> <p>_____ Bureau of Economic Development.....
& Tourism Commission
(Meets as needed - Day/Times Vary)</p> <p>_____ 1 Community Development Authority.....
(Meets as needed - Day/Times Vary)</p> <p>_____ Elderly Housing Authority.....
(Meets as needed - Day/Times Vary)</p> <p>_____ Library Board.....
(Meets 2nd Thursday of the Month @ 6:00 PM)</p> <p>_____ 2 Parks & Recreation Board.....
(Meets 2nd Monday of the Month @ 6:30 PM)</p> <p>_____ Plan Commission.....
(Meets 2nd Wednesday of the Month @ 6:30 PM)</p> <p>_____ Police & Fire Commission.....
(Meets as needed - Day/Times vary)</p> <p>_____ Technology Committee.....
(Meets as needed - Day/Times vary)</p> <p>_____ Zoning Board of Appeals.....
(Meets as needed - Day/Times vary)</p> | <p>Should be an established builder, building contractor, registered professional engineer practicing in building or building design or a state licensed architect</p> <p>Should be a City resident (cannot hold a public office or be publicly employed), available for meetings Monday-Friday, 8 am to 5 pm & must take a training session</p> <p>Should be either the Executive Director or on Bd of Directors from the Chamber of Commerce (City resident or have City related interests), from the motel/hotel industry, or City's retail or food & beverage industry</p> <p>Should be a City resident with abilities & experiences in the fields of urban renewal, community development & housing</p> <p>Should be a City resident with experience in elderly housing needs</p> <p>Should be a City resident, except 2 members may be from towns adjacent to the City</p> <p>Should be a City resident. The Board oversees City Parks & Recreation programs and sets policy for City Parks.</p> <p>Should be a City resident, with recognized experience and qualifications. No more than 2 members shall be from the same aldermanic voting district</p> <p>Should be a City resident & maintain residency during their term. You may need to provide your political party as not more than 3 members may be from the same party</p> <p>Should be a City resident, with recognized experience and qualifications in the healthcare, technology or IT/cellular industries</p> <p>The Board hears requests of residents wanting a variance on their property, and takes action based on direction given by the City Planner from the Zoning Code.</p> |
|---|---|

(Continued on back)

Please indicate your reason for applying for this position, **any education or experience that would be relevant to the specific committee(s) you have requested** and any other pertinent information that you feel would be helpful in selecting you for a position or submit a resume.

Business Acumen - Leadership role (US Sales Director) in publicly traded, US-based Surgical Co. Responsible for execution of 100+direct and indirect emp

Large Budget Management - Previous leadership experience in Johnson & Johnson. Responsible for business unit with revenues exceeding \$96M annually

Local Leadership - Current Vice President of the Pabst Farms HOA. Responsible for interaction with city government officials in the interest of the HOA.

-Member Pabst Farms HOA ACC - Group responsible for planning and execution of all aesthetic improvements within the HOA including selection of contractors, landscaping, aesthetic planning, etc.

- 40+ individual seasons of Youth Sports Coaching - Oconomowoc Jr. Raccoons Football, Oconomowoc Youth Basketball (OYB Select), Oconomowoc Youth Football (Park and Rec), Okauchee Baseball, Strike FC Soccer, YMCA Basketball - Active/Current in ALL organizations

If you have any questions or would like more information on a particular committee and the responsibilities of volunteer service, please feel free to stop in City Hall or call the City Clerk at (262) 569-2175.

Return to: Office of the City Clerk
174 E. Wisconsin Avenue, Oconomowoc, WI 53066
or Email: dcoenen@oconomowoc-wi.gov

**CITY OF OCONOMOWOC INFORMATION PROFILE
FOR PUBLIC SERVICE APPOINTMENT CONSIDERATION**

NAME: Ken Brothridge HOME/CELL PHONE: [REDACTED] DATE: 07/26/2020
 ADDRESS: 544 W. Labelle Ave. BUSINESS PHONE: ---
 CITY / STATE / ZIP: Oconomowoc, WI 53066
 RESIDENCY: Years in City: 4 Years in Waukesha County: 4

TOP THREE CHOICES. RANK BY PREFERENCE 1...2...3

QUALIFICATIONS

- Architectural Commission..... Should be an established builder, building contractor, registered professional engineer practicing in building or building design or a state licensed architect
 (Meets 2nd Wednesday of the Month @ 5:00 PM)
- Board of Review..... Should be a City resident (cannot hold a public office or be publicly employed), available for meetings Monday-Friday, 8 am to 5 pm & must take a training session
 (Meets annually - Spring & Summer - Day/Times vary)
- Bureau of Economic Development..... Should be either the Executive Director or on Bd of Directors from the Chamber of Commerce (City resident or have City related interests), from the motel/hotel industry, or City's retail or food & beverage industry
 (Meets as needed - Day/Times Vary)
- Community Development Authority..... Should be a City resident with abilities & experiences in the fields of urban renewal, community development & housing
 (Meets as needed - Day/Times Vary)
- Elderly Housing Authority..... Should be a City resident with experience in elderly housing needs
 (Meets as needed - Day/Times Vary)
- Library Board..... Should be a City resident, except 2 members may be from towns adjacent to the City
 (Meets 2nd Thursday of the Month @ 6:00 PM)
- Parks & Recreation Board..... Should be a City resident. The Board oversees City Parks & Recreation programs and sets policy for City Parks.
 (Meets 2nd Monday of the Month @ 6:30 PM)
- 2 Plan Commission..... Should be a City resident, with recognized experience and qualifications. No more than 2 members shall be from the same aldermanic voting district
 (Meets 2nd Wednesday of the Month @ 6:30 PM)
- Police & Fire Commission..... Should be a City resident & maintain residency during their term. You may need to provide your political party as not more than 3 members may be from the same party
 (Meets as needed - Day/Times vary)
- Technology Committee..... Should be a City resident, with recognized experience and qualifications in the healthcare, technology or IT/cellular industries
 (Meets as needed - Day/Times vary)
- 1 Zoning Board of Appeals..... The Board hears requests of residents wanting a variance on their property, and takes action based on direction given by the City Planner from the Zoning Code.
 (Meets as needed - Day/Times vary)

(Continued on back)

Please indicate your reason for applying for this position, any education or experience that would be relevant to the specific committee(s) you have requested and any other pertinent information that you feel would be helpful in selecting you for a position or submit a resume.

I was honored to be appointed to the City of Oconomowoc Zoning Board of Appeals in October 2017. I have served on this board for nearly three years. I am interested in and am willing to serve as Chairman of the Zoning Board of Appeals. I too would be honored to serve in this role. I appreciate your consideration, time, and support.

Additional Experience: I also have the honor to serve on the City of Oconomowoc's Plan Commission and was appointed in September 2018. In addition, I served on the City of Janesville's Zoning Board of Appeals as a Commissioner from April 2014 through November 2016.

If you have any questions or would like more information on a particular committee and the responsibilities of volunteer service, please feel free to stop in City Hall or call the City Clerk at (262) 569-2175.

Return to: Office of the City Clerk
174 E. Wisconsin Avenue, Oconomowoc, WI 53066
or Email: dcoenen@oconomowoc-wi.gov

Kenneth J. Brotheridge

544 W. LaBelle Ave. | Oconomowoc, WI 53066

SENIOR BUDGET / FINANCIAL ANALYST

Financial & Data Analysis | Quality Improvement (QI) | Strategic Decision-Making | Project Leadership | Performance Management

Results-driven and detail-oriented business professional with demonstrated success in quantitative/statistical analysis, budgeting, financial analysis, and forecasting. History of creating and analyzing key performance indicators (KPIs), identifying financial needs, developing budgets, and forming contingency plans. Proven ability to manage, lead, and supervise employees to achieve organizational and operational goals. Provide robust financial analysis and reporting to facilitate executive-level decision-making. Consensus-driven communicator; diplomatically facilitate discussions & negotiations with stakeholders and serve as a liaison across various business units to promote organizational success. Strong analytical and leadership skills; manage multi-million dollar financial projects and consistently deliver complex, large-scale projects on time and within budget. Additional areas of strengths and expertise include:

- Budgeting, Forecasting, & Planning
- Fiscal, Cost, & Resource Analysis
- Project, Contract, & Grant Management
- Leadership, Management, & Supervision
- Quality Improvement Coach & Mentor
- Performance Mgmt. System Development
- Strategic & Long-range Planning
- Legislative Bill & Cost-Benefit Analysis
- Fiscal/Economic Impact Analysis

Professional Experience

BUDGET & POLICY ANALYST – ADV. | 09/2018 – Present | Wisconsin Department of Health Services (DHS) | Madison, WI

- Responsible for the financial planning and management of a large portion (\$400 million) of the complex Division of Public Health (DPH) operating budget, which includes a variety of funding sources (i.e. general purpose revenue, program revenue, segregated revenue, and federal revenue). Also, manage several Federal grants, including policy and planning analysis.
- Responsible for budget development and monitoring, budget adjustments, local aids contracts, and fiscal monitoring for assigned projects (30 major statewide programs), which includes fiscal, personnel, and program activities.
- Develop and monitor biennial and annual operating budgets for the division and prepare appropriate budget documents. Develop financial models for forecasting annual expenditures for state operations and local aids. Review and approve financial transaction documents that request purchasing authority, encumber funds, or allocate costs.
- Administer, facilitate, and coordinate federal and state grants programs. Advise division staff of required funding levels to support salary, fringe benefits, supplies and services, capital, rent, etc., and confirm adequate funding is being requested.
- Serve as a quality improvement (QI) coach & serve on the division's performance management council. Create strategic plans, strategic maps, and performance measures for the division. Lead several QI projects (e.g. SharePoint site, grants process, etc.).

SENIOR FINANCIAL ANALYST | 10/2016 – 08/2018 | Leonardo DRS (formerly DRS Technologies, Inc.) | Milwaukee, WI

- Analyzed and planned the company's multi-million dollar financial position by providing and preparing baseline planning, actual results and anticipated cost verification, estimate at completion (EAC) and project performance analysis, cost/variance projection and analysis, and project schedule projections. Led bi-weekly financial meetings to assess financial status reports and plan for changes.
- In compliance with GAAP, CAS, and IFRS, developed and analyzed revenue models (revenue/profit forecasting) – was personally responsible for \$80 million+ in revenue annually, developed various other financial models (i.e. cash flows, etc.), prepared and analyzed project budgets (includes new business awards, operating profit, inventory, expenditures, and cash flow data).
- Supported proposal preparations and contractual efforts, which included bids, cost estimating, and request for proposal (RFP) review.

PROGRAM OFFICER (LEAD WORKER) | 01/2015 – 09/2016 | Wisconsin Department of Transportation (WisDOT) | Madison, WI

- Integrated and coordinated freight-specific investments and economic considerations in state transportation policy, planning, financing, programming, and implementation processes – designed to enhance transportation system efficiencies.
- Managed the costs, schedules, risks, and performance of highly complex freight transportation projects:
 - Served as the project manager for various multi-stakeholder and policy-driven freight transportation user groups. Project tasks included: budget oversight, advanced policy/report development, project plan development, legislative analysis, program evaluation, performance measure management, data analysis/sampling, and meeting facilitation.
 - Served as the project manager and lead writer of WisDOT's first-ever long-range (20+ yr. forecast) and strategic freight plan. Assisted with plan development, which included the establishment of budgetary and policy recommendations.
 - Created communication plans, public involvement plans, system-plan environmental evaluations, and improvement plans.
- Developed and managed multi-million dollar budgets, RFPs, solicitations, and projects (e.g. studies/plans & events).
- Functioned as the lead worker for the Freight Policy and Analysis Unit, which consisted of five full-time employees.
 - Established unit goals, objectives, and work unit strategy. Developed, assigned, scheduled, and effectively monitored work activities and deliverables within the multi-disciplinary unit, which included coordination of the unit's work with other cross-functional teams. Led and fostered an atmosphere of open communication and support that created a workplace culture of honesty, trust, and respect, which led to the unit's camaraderie and led to achievement of the unit's goals. Monitored employee job performance, participated in evaluating performance, and assisted with hiring activities with the section chief.

Professional Experience

PROGRAM (BUDGET) & POLICY ANALYST – ADVANCED | 09/2012 – 12/2014 | WisDOT | Madison, WI

- Managed and specialized in projects related to advanced-level policy development & analysis, program evaluation/efficiency/performance measures, and legislative analysis of a broad range of major, multi-disciplinary freight operational issues that involve highway design, construction, maintenance, freight/economic planning, regulatory issues, economic development, and asset management. Led administrative rule changes and legislative studies for the department.
- Led a multi-stakeholder task force. Held six town hall events to gather feedback (1,200+ attendees) and received over 600+ comments. Recommendations were developed and presented in a multi-phased report. Legislation was created from the report.
- Organized and led multiple (bi-annual and annual) stakeholder events (260+ attendees from over 160+ organizations) to obtain feedback from various stakeholder groups to help inform department policy and quality improvement efforts.
- Developed and managed multi-million dollar budgets, contracts, solicitations, and projects (e.g. studies/plans & events).
- Supervised one direct LTE. Assisted in the management of cross-functional project teams & public/private partnerships.
- Established and managed cost, schedules, and performance of large, highly complex projects. Identified and resolved project issues and managed project risk. Evaluated statistical data and performed budget & trend analysis.
- Provided project oversight in the development of an innovative program, a Rest Area Sponsorship program, designed to offset maintenance costs for WisDOT. Developed revenue, cost/expense, & financial projections (i.e. pricing & ROI).

FINANCE OFFICER & ADVISOR | 04/2010 – 08/2012 | Rasmussen College | Rockford, IL

- Managed and supervised all financial aid processes for awarding student loans, grants, student employment programs, and scholarship packages for incoming and continuing students. Also, ensured that the college had exception-free audits.
- Managed 350 student files and processed over \$2.5 million in financial aid on a quarterly basis.
- Developed a work process/policy, which enhanced the operational efficiency of the financial aid office.
- Met with students to advise them of their financial options. Developed individual student budgets, monitored college work-study expenditures, federal and state grant expenditures, and accounts receivable/payable.

FINANCE MANAGER (SUPERVISOR) | 02/2009 – 03/2010 | Primerica Financial Services | Madison, WI

- Certified & licensed life insurance broker in the State of Wisconsin; developed & managed a financial services business.
- Successfully hired, trained, and supervised a professional sales team of six associate financial advisors.
- Conducted financial needs analysis and recommended appropriate products based on the needs of the client.
- Delivered informational sales presentations to potential clients. Developed presentations to educate, identify, and provide suitable solutions to meet client needs.

Additional Professional Experience

STAFF ASSISTANT & INTERN | 2005 – 2009 | United States House of Representatives (District Office) | Janesville, WI

SALES FLOOR ASSOCIATE | 2005 – 2007 | Target Corporation | Janesville, WI

Education

Master of Business Administration (MBA) | Concentration: Entrepreneurship & Managing Innovation | GPA: 4.0
Benedictine University | Lisle, IL | 2012 – 2014

Bachelor of Arts in Political Science | Minor: Business Administration
University of Wisconsin – Platteville | Platteville, WI | 2004 – 2008

Government Training & Certifications

- **Clear Impact (Performance Mgmt.) Training** | Sponsored by the Wisconsin Department of Health Services | February 2019
- **Lean Six Sigma Yellow Belt Training** | Certification Received | Waukesha County Technical College | February 2016
- **“What is a Leader” Training** | Sponsored by the Wisconsin Department of Transportation | June 2014
- **Lean Six Sigma White Belt Training** | Certification Received | Waukesha County Technical College | May 2014
- **Engaging the Private Sector in Freight Planning** | Sponsored by the Federal Highway Administration | May 2014
- **Myers-Briggs: 16 Paths to Leadership** | Sponsored by the Wisconsin Department of Transportation | April 2014
- **Perceptive Communications** | Sponsored by the Wisconsin Department of Transportation | September 2013
- **Systematic Development of Informed Consent** | Sponsored by the Wisconsin Department of Transportation | August 2013

Community Involvement (Boards & Commissions)

- **Commissioner** | Plan Commission | City of Oconomowoc | Appointed September 2018 | 10/2018 - Present
- **Commissioner** | Zoning Board of Appeals | City of Oconomowoc | Appointed October 2017 | 10/2017 – Present
- **Commissioner** | Zoning Board of Appeals | City of Janesville | Appointed April 2014 | 04/2014 – 11/2016