

**BOARD OF TRUSTEES AGENDA  
January 27, 2026 \* 7:00 PM \* Court Room**

13600 Juneau Boulevard, Elm Grove, WI 53122

**ZOOM LINK:** [https://us02web.zoom.us/j/83489188381?  
pwd=aU1oc1ZVa0hxRE9LZVRNckRuRFNPUT09](https://us02web.zoom.us/j/83489188381?pwd=aU1oc1ZVa0hxRE9LZVRNckRuRFNPUT09)

**MEETING ID: 834 8918 8381**

**PASSCODE: 591875**

1. Roll Call
2. Announcement of Closed Session
  - A. Pursuant Wis. Stats. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, more specifically to discuss the 2026-2028 Contract Agreement between the Village of Elm Grove and the Elm Grove Professional Police Association and to review proposals for legal services.
  - B. Pursuant to Wis. Stats 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically to discuss the Represented and Non-Represented Employee Wage Increases and conduct the Annual Performance Review of the Police Chief.
3. Pledge of Allegiance
4. Public comments on any subject without any action, except possible referral to a governmental body or staff member
5. Approval of Agenda
6. Approval of Minutes

**A. Review and act on the 2025-12-16 Board of Trustee Minutes.**

*Documents:*

[\*2025-12-16 Board Of Trustee DRAFT Minutes.pdf\*](#)

**B. Review and act on the 2026-01-21 Committee of the Whole Minutes.**

*Documents:*

[\*2026-01-21 Committee Of The Whole DRAFT Minutes.pdf\*](#)

**C. Review and act on the 2026-01-22 Special Board of Trustee Minutes.**

*Documents:*

[\*2026-01-22 Board Of Trustees Special Meeting DRAFT Minutes.pdf\*](#)

**7. Report of the Village President - James Koleski**

**8. Report of Village Officers**

**A. Report of Fire Chief - Brian Naylor**

**1. Fire Chief's Report.**

*Documents:*

[\*Chiefs Report December 2025.Pdf\*](#)

**B. Report of Police Chief - Jason Hennen**

**1. Chief of Police Reports**

*Documents:*

[\*PD December 2025 BOT Memo.pdf\*](#)  
[\*2025 Annual Report- Police Department.pdf\*](#)  
[\*Dec 2025 CM Inquiry.pdf\*](#)  
[\*Dec 2025 CM Inquiry - Accessible Version.pdf\*](#)  
[\*Dec 25 Monthly Report.pdf\*](#)  
[\*Dec 25 Call Activity.pdf\*](#)  
[\*Dec 25 Call Activity - Accessible Version.pdf\*](#)  
[\*Dec 25 Case Activity.pdf\*](#)  
[\*Dec 25 Case Activity - Accessible Version.pdf\*](#)

**C. Report of EMS Director - Curt Waddell**

**1. EMS Reports**

*Documents:*

**D. Report of Village Clerk - Crystal Turner**

**1. Review and act on the additional 2026-2027 Poll Worker and Special Voting Deputy Appointments.**

Wisconsin State Statute §7.30(4), requires the Village President to nominate to the Board of Trustees the necessary election officials for each polling location, for a two-year term. Attached is the supplemental list of unaffiliated Poll Workers and Special Voting Deputies.

*Documents:*

*2026-2027 Poll Worker Appointments Supplemental List.pdf*

**E. Report of Village Manager - Thomas Harrigan**

*Documents:*

*Manager Memo BOT 01.27.26.Pdf*

**1. Review and act on the request from Elmbrook Humane Society to terminate the appointments of Humane Officers Starr Vigo #566 and Beth Blackwood #564 effective January 1, 2026. following the discontinuation of the Humane Officer Program.**

*Documents:*

*Elm Grove Humane Officer Termination Letter.pdf*

**2. Review and act on the approval of the Urban Wildlife Damage Abatement and Control Agreement.**

*Documents:*

*DNR Urban Wildlife Damage Abatement And Control.pdf*

*DNR Urban Wildlife Damage Abatement And Control Agreement.pdf*

**3. Update on Underwood Creek Daylighting Construction Bid opening.**

**F. Report of Village Attorney - Hector de la Mora**

**9. Report of Standing Committees**

**A. Plan Commission - President Koleski**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings.

**1. 2026-01-05 Plan Commission DRAFT Minutes**

*Documents:*

[2026-01-05 Plan Commission DRAFT Minutes.pdf](#)

**2. Review and possible action to engage with Vandewalle and Associates for the Integrated Comprehensive and Downtown Master Plan.**

*Documents:*

[Vandewalle Request For Proposal Submission ONLY.pdf](#)

**B. Library Board - Trustee Castile**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings.

**1. 2026-01-19 Library Board DRAFT Minutes.**

*Documents:*

[2026-01-19 Library Board DRAFT Minutes.pdf](#)

**C. Public Works - Trustee Schindler**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings.

**1. 2026-01-12 Public Works Committee DRAFT Minutes**

*Documents:*

[2026-01-12 Public Works Committee DRAFT Minutes.pdf](#)

**2. Review and act on the Proclamation for Winter Salt Week, January 26th-30th, 2026.**

*Documents:*

[Winter Salt Week Proclamation 2026.Pdf](#)

**3. Appeal by the property owner of 14161 Juneau Blvd pursuant to § 243-25B, Violations and Penalties of the Village Code relating to a right-of-way indemnification request.**

*Documents:*

[14161 Juneau Blvd ROW Indemnification Appeal.pdf](#)

**D. Public Safety - Trustee Sayas**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings.

**E. Legislative - Trustee Stuckert**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings.

**1. 2025-12-18 Legislative Committee DRAFT Minutes.**

*Documents:*

[2025-12-18 Legislative Committee DRAFT Minutes.pdf](#)

**2. Review and act on the approval of Ordinance 2026-03 text amendment to the Village of Elm Grove Code of Ordinances §275-4(B) Parking Restrictions.**

*Documents:*

[ORD 2026-03 Section 275-4\(B\) Parking Restrictions.pdf](#)

**3. Review and act on approval of Ordinance 2026-04 for a text amendment to §208-9(C) and §208-13(A)(3) of the Village of Elm Grove Code of Ordinances pursuant to 2025 Wisconsin Act 24 renumbering of State Statutes.**

*Documents:*

[ORD 2026-04 Sections 208-9\(C\) And 208-13\(A\)\(3\) Amend Citation Referenes.pdf](#)

**F. Park and Recreation - Trustee Hillmann**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings

**1. 2026-01-13 Recreation Committee DRAFT Minutes**

*Documents:*

[2026-01-13 Recreation Committee DRAFT Minutes.pdf](#)

**G. Administrative and Personnel - Trustee Stuckert**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings.

**1. Review and act on the creation of a Part-Time Dispatcher Position with a staffing limit of two (2) employees.**

*Documents:*

[Draft Part-Time Dispatch.pdf](#)

**2. Review and act on the Emergency Medical Responder (EMR) Police Officer job description.**

*Documents:*

[EMR Police Officer Job Description.pdf](#)

**3. Review and act on Firefighter Compensation: Implementation of a \$30**

## **Training Incentive and Increase to Unassigned Shift Pay for 2026**

*Documents:*

[\*Fire Department Paid-On-Call Incentive And Training Pay Policy.pdf\*](#)

### **H. Finance and Licensing - President Koleski**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming scheduled meetings.

#### **1. 2025-12-16 Finance and Licensing Committee DRAFT Minutes**

*Documents:*

[\*2025-12-16 Finance And Licensing Committee DRAFT Minutes.pdf\*](#)

#### **2. Monthly Reports**

*Documents:*

[\*Financial Report 12.2025.Pdf\*](#)  
[\*2025 Project Summary.pdf\*](#)  
[\*2026 Project Summary.pdf\*](#)

### **10. Approval of Vouchers**

#### **A. Review and act on January 2026 Vouchers.**

*Documents:*

[\*Voucher Board Memo 01.27.26.Pdf\*](#)  
[\*Voucher List.pdf\*](#)

### **11. Matters for Possible Closed Session**

Upon conclusion of the closed session, a motion will be made to reconvene in open session, pursuant to Wis. Stats 19.85(2) for possible discussion and /or action on matters discussed in closed session and to consider the balance of the agenda.

#### **A. Motion to convene in Closed Session pursuant to the following provisions:**

- 1. Wis. Stats. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, more specifically to discuss:**

- a. 2026-2028 Contract Agreement between the Village of Elm Grove and the Elm Grove Professional Police Association.**

- b. Legal Representation Proposals**

**2. Wis. Stats 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically to discuss:**

**a. Represented and Non-Represented Wage Increases**

**b. Annual Performance Review of the Police Chief**

**B. Motion to reconvene into Open Session**

**C. Discussion and possible action regarding items discussed in Closed Session**

**1. 2026-2028 Contract Agreement between the Village of Elm Grove and the Elm Grove Professional Police Association.**

**2. Legal Representation Proposals**

**3. Represented and Non-Represented Wage Increases**

**4. Annual Performance Review of the Police Chief**

**12. Other Business**

No discussion or action on items not on the agenda.

**13. Adjourn**

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires that the meeting or materials for the meeting has to be in an accessible location or format must contact the Village Clerk at 262-782-6700 or 13600 Juneau Boulevard by 3:00 PM Friday prior to the meeting so that any necessary arrangements can be made to accommodate your request.

NOTICE: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at 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 in the above notice.



**BOARD OF TRUSTEES DRAFT MINUTES  
December 16, 2025 \* 7:00 PM \* Court Room**

13600 Juneau Boulevard, Elm Grove, WI 53122

12/16/2025 - Minutes

**1. Roll Call**

*President Koleski called the meeting to order at 7.02PM*

Present: President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

Also Present: Village Manager Harrigan, Asst Village Manager Sowl, Village Clerk Turner, IT Manager Hans, and Attorney de la Mora

**2. Announcement of Closed Session**

- A. Pursuant to Wis Stats. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, more specifically, to discuss the Request For Proposal (RFP) for Legal Services submissions and an update on the Fire Truck purchase.**
  
- B. Pursuant to Wis. Stats. 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation(s) in which it is or is likely to become involved, more specifically, to discuss Wilber vs. Village of Elm Grove,, Soo Line vs. Village of Elm Grove litigation, and to discuss the legal process and considerations in the enforceability of the Third Amendment to the Caroline Heights Developers Agreement.**

- C. Pursuant to Wis. Stats. 19.85(1)(e) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically regarding the performance review and compensation of the Village Manager.**

**3. Pledge of Allegiance**

**4. Public Hearing**

**5. Public comments on any subject without any action, except possible referral to a governmental body or staff member**

**6. Approval of Agenda**

**Motion by Trustee Stuckert, seconded by Trustee Hillmann, to approve the agenda as presented.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

**7. Approval of Minutes**

**A. Review and act on the November 25, 2025 Board of Trustee Draft Minutes.**

**Motion by Trustee Sayas, seconded by Trustee Castile, to approve the November 25, 2025 Board of Trustee minutes as amended.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

**B. Review and act on the December 8, 2025, Board of Trustee Special Meeting Draft Minutes.**

**Motion by Trustee Schindler, seconded by Trustee Hillmann, to approve the December 8, 2025 Board of Trustee Special Meeting minutes as presented.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

**8. Report of the Village President - James Koleski**

**A. Review and act on the Proclamation in Celebration of Arbor Day on April 25th, 2026.**

**Motion by Trustee Sayas, seconded by Trustee Castile, to adopt the Proclamation in Celebration of Arbor Day on April 25<sup>th</sup>, 2026.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

**B. Discussion on Village financial update including borrowing.**

*President Koleski reviewed the summary of the 2026 expected debt issuance that will go forward in mid quarter two of 2026. The refinancing is not new debt but part of the bond offering. The net new debt will be in the region of \$13.8m that will go on the books in 2026.*

*Trustee Schindler noted the debt issuance is all for capital projects not general operations.*

**9. Report of Village Officers**

**A. Report of Fire Chief - Brian Naylor**

**1. Fire Chief's Report.**

*Trustee Schindler asked for clarification on the report of good intent of smoke. Chief Naylor stated the intention was good when a neighbor thought they could smell smoke.*

*President Koleski asked for an update on the structure fire on Pilgrim. Chief Naylor stated the police department put out a press release but do not have an official cause of fire.*

**B. Report of Police Chief - Jason Hennen**

**1. Review and act on Resolution 20251216A, Tribute to Detective Craig A. Mayer.**

**Motion by Trustee Sayas, seconded by Trustee Schindler, to adopt Resolution 20251216A, Tribute to Detective Craig A. Mayer.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

**2. Chief of Police Reports**

*President Koleski stated the Police and Fire Commission are intervening for a detective position and asked for clarification on the spike in "open door window businesses" noted on the Police Chiefs report.*

**C. Report of EMS Director - Curt Waddell**

**1. EMS Reports**

**D. Report of Village Clerk - Crystal Turner****1. Review and act on the 2026-2027 Poll Worker and Special Voting Deputy Appointments.**

**Motion by Trustee Hillmann, seconded by Trustee Sayas, to approve the 2026-2027 Poll Worker and Special Voting Deputy Appointments as presented.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

**2. 2026 Board of Trustee Meeting Dates.**

*President Koleski asked how the zoom process is going for recording the meeting.*

*IT Manager Hans stated the village previously paid \$5800 for live streaming via Civic Plus and now found a cost savings to live stream through YouTube. The log into zoom will remain the same.*

*Trustee Schindler asked do recordings go to the YouTube page.*

*President Koleski stated there are several meetings the Board has requested the recordings to be retained for perpetuity.*

*Village Manager Harrigan stated staff will be working on reviewing the village requests, policies and retention schedule as the process is updated.*

*President Koleski asked if there will still be access on the website for viewing past recorded meetings. Village Manager Harrigan confirmed this will still be available.*

**E. Report of Village Manager - Thomas Harrigan****1. Review and act on rescinding the Proclamation for the August 9-10, 2025, Historic Flooding Event and Emergency.**

**Motion by Trustee Stuckert, seconded by Trustee Sayas, to rescind the Proclamation for the August 9-10, 2025 Historic Flooding Event and Emergency.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

**2. Review and act on the Waukesha County Department of Emergency Preparedness Joint Powers Agreement.**

**Motion by Trustee Hillmann, seconded by Trustee Schindler, to approve the Waukesha County Department of Emergency Preparedness Joint Powers Agreement.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

**3. Review and act on the amendment to section 13.2 of the Village of Elm Grove Employee Personnel Policy Manual.**

*Village Manager Harrigan summarized the actions taken during the 2026 budget meetings to introduce the update to the employee personnel manual.*

**Motion by Trustee Olson, seconded by Trustee Hillmann, to approve the amendments to section 13.2 of the Village of Elm Grove Personnel Manual.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

**F. Report of Village Attorney - Hector de la Mora**

**10. Report of Standing Committees**

**A. Plan Commission - President Koleski**

**1. 2025-12-01 Plan Commission DRAFT Minutes**

*President Koleski updated the board regarding the December 1, 2025, Plan Commission meeting. Reviewed plan of operation for two businesses at 890 Elm Grove.*

*The Plan Commission completed a detailed review of the integrated downtown master plan proposals. Received five submissions that met the requirements. Bringing back three for final interviews. Interviews will be Monday January 5<sup>th</sup> at 5pm Inviting Trustees to participate.*

*The storm water management plan was substantially completed, occupancy was granted, and payment will be made to Caroline Heights on January 6<sup>th</sup> 2026.*

**B. Library Board - Trustee Castile**

**1. 2025-11-17 Library Board DRAFT Minutes**

*Trustee Castile updated the Board that the Library Director, Sarah Muench's retirement will be Friday evening. The Library is starting a search to fill the children's program position.*

**2. Review and act on Resolution 20251216B, Honoring the Retirement of Library Director, Sarah Muench.**

**Motion by Trustee Stuckert, seconded by Trustee Sayas, to adopt the Resolution 20251216B, Honoring the Retirement of Library Director, Sarah Muench.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

## C. Public Works - Trustee Schindler

### 1. 2025-12-08 Public Works Committee DRAFT Minutes

**Trustee Schindler** recapped the following:

*The PWUC met on December 8. The committee was given an update on the rebidding of the contract for construction of the redesigned Underwood Creek Daylighting project. We are still on track to release the bid on January 6, with the return of bids and opening on January 27<sup>th</sup>.*

*The committee reviewed the materials for the December 10 Public Information Meeting on the Highland Drive pathway construction and found them well done and ready. The meeting has since occurred, was well attended, and included productive discussions among residents, Village staff, and KL's engineering team.*

*The committee then held a lengthy discussion on the Highland Drive pedestrian pathway, including matching the path grade to existing concrete driveways and abutting the path to driveway edges to reduce costs and preserve homeowners' driveways. The prospect of allowing native plantings in the right of way for environmental and stormwater benefits was also discussed. Both ideas require further study and will be revisited.*

### 2. Review and possible action on Master Services Agreement with Ruekert-Mielke for professional engineering services.

**Trustee Schindler** recapped the following:

*Next, since the committee had earlier determined that the Village was operating without a contract with Ruekert and Mielke for services that fall under the title of Village Engineer, a Master Services Agreement was drafted to clarify expectations and reimbursable rates for services. The initial draft was brought forward at our November meeting, and after thorough discussion the committee requested staff rework the document and incorporate comments and concerns raised by committee members. The final draft was brought back to our December meeting after being reviewed and approved by both Village staff and our Village Attorney. After discussion the committee voted unanimously to recommend to the Board of Trustees approval of the agreement. The agreement is in your packets. At this time, I'll open the floor for discussion and possible action on the Master Services Agreement between the Village of Elm Grove and Ruekert and Mielke for Professional Engineering Services.*

**President Koleski** asked Andy Peterson to report on how invoices that fell through the cracks are to be addressed and the mediation process.

**Petersen** stated 406B was added to handle invoices that have been misplaced. Ruekert Mielke felt there was not a need to add further details on the mediation process.

**Attorney de la Mora** opined not having mediation and arbitration provisions do not stop the village from resorting to this process to resolve disputes. Does not feel it is essential but the board may desire to incorporate.

**President Koleski** asked is mediation a universally understood term. **Attorney de la Mora** confirmed in his realm it is.

**Motion by Trustee Sayas, seconded by Trustee Olson, to approve the Master Services Agreement with Ruekert-Mielke for professional engineering services.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

**3. Review and possible action on Task Order #1 with Ruekert-Mielke for professional engineering services.**

*Trustee Schindler recapped the following:*

*The committee then took up Task order No. 2025-01 identifying Mr. Andy Peterson as the Village engineer. Also in your packets are documents showing the suggested form of task orders, and the current hourly rates and reimbursable expenses schedules. The committee voted unanimously to approve the task order. At this time, I'll open the floor to discussion and possible action on task order #2025-01.*

**Motion by Trustee Stuckert, seconded by Trustee Hillmann, to approve the Task Order #1 with Ruekert-Mielke for professional engineering services.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

*Lastly, two Ruekert and Mielke engineers, Richard Paul Jr., and I met with residents during a site visit on December 9<sup>th</sup> at the Verdant Drive neighborhood regarding complaints of stormwater flooding. R&M will research potential solutions and report back in the near future.*

**D. Public Safety - Trustee Sayas**

**E. Legislative - Trustee Stuckert**

**F. Park and Recreation - Trustee Hillmann**

*Trustee Hillmann said the Recreation Committee attempted to meet but did not have a quorum. Committee members that did attend had the opportunity to meet the new Recreation Manager.*

*Trustee Sayas stated she is currently working with Town Bank to look at potentially sponsoring Oktoberfest and 4<sup>th</sup> of July.*

*President Koleski stated the Finance and Licensing Committee had a discussion on reviewing the 2025 Recreation budget performance. Suggested to invite Finance Director Lahey to the next Recreation meeting to set up 2026 and Recreation Manager Naughton for success in 2026.*

**G. Administrative and Personnel - Trustee Stuckert**

**1. 2025-12-04 Admin and Personnel Committee DRAFT Minutes**

*Trustee Stuckert stated the Admin and Personnel Committee met on December 4<sup>th</sup>. No action was taken from the closed session.*

## H. Finance and Licensing - President Koleski

### 1. 2025-11-25 Finance and Licensing Committee DRAFT Minutes

*President Koleski reviewed financial projections through end of the year in the meeting held before the Board of Trustees. Went line item by line item to review each end of year budget.*

*EMS accounts receivable increased by \$7500. Committee has been monitoring this and do not want to lose the momentum in relationship to the collections.*

*Reviewed project summary. On January 12<sup>th</sup>, the Public Works Committee will close out the pathway costs for 2025.*

### 2. 2025 Project Summary and November 2025 Financial Report.

## 11. Approval of Vouchers

### A. Review and act on December 2025 Vouchers.

**Motion by Trustee Castile, seconded by Trustee Sayas, to approve the December 2025 Vouchers as presented.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

*President Koleski noted the Finance and Licensing Committee discussed Series A borrowing. Asked for further clarity of some line items on the property tax insert relating to the capital projects and administration. Review that the roads and pathways break out number is correct.*

*Trustee Sayas asked what put recreation at \$40,000 over? President Koleski stated the pool wages came in higher.*

*Trustee Castile said Finance Director Lahey mentioned changes in revenue impacted the budget.*

*Village Manager Harrigan stated the annual payment from the beer garden has just been received.*

*Board discussed how to incorporate a review of recreation expenditures and revenue during Rec meetings.*

## 12. Matters for Possible Closed Session

### A. Motion to convene in Closed Session pursuant to the following provisions:

1. **Wis. Stats. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, more specifically to discuss:**
  - a. **Request For Proposal (RFP) for Legal Services submissions.**
  - b. **Update on the purchase of the 2014 Pierce Fire Engine from the Village of Butler.**
2. **Wis. Stats. 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation(s) in which it is or is likely to become involved, more specifically to discuss:**
  - a. **Wilber vs. Village of Elm Grove**
  - b. **Soo Line vs. Village of Elm Grove**
  - c. **The Third Amendment to Caroline Heights Developers Agreement, more specifically, to discuss the legal process and considerations in the enforceability of the Third Amendment to the Caroline Heights Developers Agreement.**
3. **Wis. Stats 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically to discuss:**
  - a. **Performance review and compensation of the Village Manager.**

**Motion by Trustee Hillmann, seconded by Trustee Olson, to go into closed session to discuss the following:**

1. **Request For Proposal (RFP) for Legal Services submissions.**
2. **Update on the purchase of the 2014 Pierce Fire Engine from the Village of Butler.**
3. **Wilber vs. Village of Elm Grove**
4. **Soo Line vs. Village of Elm Grove**
5. **The Third Amendment to Caroline Heights Developers Agreement, more specifically, to discuss the legal process and considerations in the enforceability of the Third Amendment to the Caroline Heights Developers Agreement.**
6. **Performance review and compensation of the Village Manager.**

**Roll call vote:**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

Nay: 0

**B. Motion to reconvene into Open Session**

**Motion by Trustee Olson, seconded by Trustee Schindler, to reconvene into open session.**

**Roll call vote:**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

Nay: 0

**C. Discussion and possible action regarding items discussed in Closed Session****1. Discussion and possible action regarding the Request For Proposals for Legal Services.**

No action taken.

**2. Discussion and possible action on the update to the purchase of the 2014 Pierce Fire Engine from the Village of Butler.**

No action taken.

**3. Discussion and possible action on the pending litigation of Wilber vs. Village of Elm Grove**

**Motion by Trustee Hillmann, seconded by Trustee Castile, to authorize legal action as recommended by legal counsel in state circuit court.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

**4. Discussion and possible action on the pending litigation of Soo Line vs. Village of Elm Grove**

No action taken.

**5. Discussion and possible action on The Third Amendment to Caroline Heights Developers Agreement, more specifically, the legal process and considerations in the enforceability of the Third Amendment to the Caroline Heights Developers Agreement.**

No action taken.

**6. Discussion and possible action on the performance review and compensation of the Village Manager**

**Motion by Trustee Stuckert, seconded by Trustee Olson to approve annual bonuses for certain village employees as presented in closed session to the total amount of \$23,850.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

**Motion by Trustee Stuckert, seconded by Trustee Hillmann, to approve the Village Manager's wage increase to \$148,500 effective as of January 1<sup>st</sup> 2025.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

**13. Other Business**

**14. Adjourn**

**Motion by Trustee Olson, seconded by Trustee Hillmann, to adjourn at 10.26PM.**

Aye: (7) President Koleski, Trustee Olson, Trustee Schindler, Trustee Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

Minutes respectfully submitted by: Crystal Turner, Village Clerk

Minutes approved on:



**COMMITTEE OF THE WHOLE DRAFT MINUTES  
January 21, 2026 \* Park View**

**Immediately following the Admin & Personnel Committee (approx. 3:30pm)**

13600 Juneau Boulevard, Elm Grove, WI 53122

**1. Roll Call**

**President Koleski** called the meeting to order at 3.40 PM

Present: President Koleski (zoom), Trustee Stuckert (zoom), Trustee Schindler (zoom), Trustee Hillmann (zoom), Trustee Castile, Trustee Olson (zoom)

Excused: Trustee Sayas

Also Present: Village Manager Harrigan, Asst. Village Manager Sowl, Village Clerk Turner, Finance Director Lahey, Attorney de la Mora, and Attorney Kolberg

**2. Approval of Agenda**

**Motion by Trustee Castile, seconded by Trustee Hillmann, to approve the agenda as presented.**

Aye (5): President Koleski, Trustee Schindler, Trustee Hillmann, Trustee Castile, and Trustee Olson

**3. Review and discussion of the Water Main Extension Policy.**

**Village Manager Harrigan** recapped the Water Main Extension Policy item that was first taken up in June 2025. The Committee is to continue the discussion and give direction to staff. Asst Village Manager Sowl drafted the policy with some voids that need additional clarification. Goal of today's Committee of the Whole is:

1. Review draft policy
2. Update on staff discussions with Wauwatosa water
3. Discuss special assessments for connection to the water system.

Introduced Mount Pleasant as a similar community with water supplied by Racine. Once finalized, it is recommended that the policy go to Public Works Committee for review.

**Village Manager Harrigan** recapped the minutes from December 16, 2025 Wauwatosa water utility meeting. TID #3 is paying for the expansion of the water main engineering design for phase 2 from Caroline Heights to the tracks. The development agreement for Caroline Heights contemplates that the village will not expend any more than \$1,000,000 for the expansion of this water main. Need to study what it will take in order for the water main to be directionally bored underneath the rail tracks. Some preliminary information was provided to the water utility so that they could run a feasibility analysis. The

conclusion was, at this time, it wouldn't be appropriate to design the extension underneath the tracks because of existing spatial limitations on the west side of the tracks, meaning permanent easements would need to be acquired. There are some restrictions related to the bore pit dimensions that would need to be set up on both sides of the track. Plan to incorporate the limitations into the phase 2 engineering plan for future expansion.

Existing water service agreement with Wauwatosa only contemplates service up to Caroline Heights and needs to be amended to the new service area. The Public Service Commission will need to review and approve this expansion.

The village did state to Wauwatosa the desire to expand water throughout the village. A service level feasibility analysis study will need to be completed by Wauwatosa to understand water pressure throughout and their financial obligations.

Phase 2 was able to be completed as the feasibility study was completed when Caroline Heights was developed.

The current water expansion draft policy states 70% of the residents within a specific service area would just have to petition the village in order to initiate the feasibility study take place in order to begin the process of expanding the water main.

**President Koleski** stated the need to understand what project costs are passed to residents that want the water as special assessments.

**Trustee Schindler** clarified was the design phase 2 recommending completion up to or underneath the railroad tracks. **Village Manager Harrigan** stated TIF #3 project plan identifies that the water will be expended underneath the tracks, but the Village is limited by the amount of funding that the TIF will be able to allocate towards the expansion.

The Committee discussed the technicalities and potential restrictions of boring under the railway tracks and if the whole downtown can be completed in the same phase. Consensus was that the engineering design will need to address issues and determine cost.

**Trustee Castile** asked what is the rough cost. **Village Manager Harrigan** expected this to exceed the \$1,000,000 cap and the village would have to cover the additional funding.

**President Koleski** asked if this could be recovered from the TID in the future after Caroline Heights is paid off.

**Village Manager Harrigan** stated there would need to be an amended project plan to extend the funds. Merit to keeping the TID open for the downtown expansion project. **Trustee Castile** asked can only use TID revenue be used in the TID district.

**Village Manager Harrigan** confirmed revenue can be used within ½ mile of the district but has to apply to or impact to the said district. The village would fund the project then pay itself back from TID 2 after the obligations are paid.

**President Koleski** noted the next step is to get the engineering design process for the \$1,000,000 commitment through Wauwatosa.

**Village Manager Harrigan** recapped the Committee of the Whole minutes from June 2025 with the 5 questions posed to the Board.

1. Are property owners required to connect to municipal water at such time it becomes available, such as a mandatory connection?
2. Will connection be paid by a special charge or by a special assessment?
3. Instalment plans for payment or payment in full upon start of construction.
4. What is the threshold percentage of interested residents which would trigger investigative or conceptual review for future expansion.
5. What is the methodology for assessment or charge? There are principally 2 methods of assessment either by unit or front linear footage assessment.

Special assessment affords the water connection to be added to the tax bill at 10% per year or due in full at sale of property. Also including a 1% administration fee. Special assessment you have more than one year to pay off.

**Attorney de la Mora** noted there is a difference in special assessment and special charge. Special assessment does not have to be paid off in the same year. The feasibility study cost may not be a special assessment or charge to pass through as it would not derive a benefit to the resident if the study is not supportive of proceeding. Potentially able to pass through the cost after the fact when you have the ability to move forward.

**President Koleski** stated the 1% administration fee may need to be updated to reflect the study costs.

Discussion continued regarding ability for residents to fund the study portion and design and engineering phases. **President Koleski** noted that the village is not the first municipality to engage in this process

and need to look at examples to formulate an effective strategy.

**Trustee Castile** asked if a rough estimate can be shared with owners to assist them with making the decision to get to the 70% threshold to approve the water expansion study.

**President Koleski** stated until there is a bid the village is not in a position to provide that information. After the first phase, then can provide an idea of per a square foot but each segment may be different. **Trustee Castile** suggested a fee to home owners who petition for the preliminary study that would be refundable within the construction phase as an option to cover investigative costs.

**Village Manager Harrigan** noted item #3 is contemplation of installment plans. Intention is for home owners to pay over time.

**Village Manager Harrigan** noted the threshold of residents to trigger the area for expansion was 70% in a defined area. What is the minimum area to drive the initiation of expansion studies?

**President Koleski** stated the 70% threshold is to move the project forward but assuming that if it moves forward everyone will be special assessed as they all will receive water.

**Village Manager Harrigan** and **Attorney de la Mora** noted the if preliminary fees are unable to be captured by the 30% that did not sign off if that is the fee mechanism employed to cover preliminary costs.

**President Koleski** said the village will have to front the cost and then add to the final special assessment fees for all properties in the defined area.

**Trustee Schindler** stated discussion was based on resident-initiated water main. If the village decided to loop back to Wauwatosa then it would not need to go through the 70% threshold.

**Village Manager Harrigan** noted the policy needs to carve out the expectations from the village-initiated procedure and how costs of preliminary studies will be built into the special assessment.

**Village Manager Harrigan** reviewed methodology of assessment. Unit or front footage was discussed. Draft policy has the calculation of front footage. **Trustee Schindler** suggested a base amount plus front linear footage.

**President Koleski** asked if there is a minimum and maximum cost.

**Trustee Schindler** said a more equitable plan is to have a base cost of 30% and 70% by front footage.

**President Koleski** preferred the acknowledgement that there are fixed costs that need to be shared.

**Attorney de la Mora** suggested consulting with the engineers to come up with the charges as they will ultimately have to defend the charge.

**Trustee Castile** noted the draft policy stated the pipe would stay at an 8" set charge. How does the village cover the additional size pipe charges?

**President Koleski** there is not equitability out there currently and will continue to have inconsistencies with costs. Build in overhead or special charges to recover the incremental costs.

**Village Manager Harrigan** noted the draft policy largely replicates Brookfield's policy.

**Trustee Hillmann** agreed with base charge in addition to footage to avoid large inequities.

**President Koleski** confirmed 30% for base charge and 70% on linear footage charge is the revised consensus from the board.

**Village Manager Harrigan** noted double frontage or corner lots may create an inequity.

**Trustee Castile** would be interested in any legal challenges with any communities on their water main connection policies in the last 5 years. **President Koleski** asked if this is something the League would have an opinion on.

**Trustee Schindler** asked where the minimum and maximum numbers came up from.

**Asst Village Manager Sowl** stated the minimum frontage is from residential zoning district minimum. Maximum number was a question to the board.

**President Koleski** stated the maximum seems a little arbitrary and needs data to support.

**Trustee Hillmann** asked is it possible a smaller lot would be over charged on the 30/70 calculation and then would be subsidizing the larger lots.

**Village Manager Harrigan** said the policy can define with an either/or option for the anomalies.

**President Koleski** asked for the policy to illustrate with numbers to find the issues.

**Trustee Schindler** asked if the water main is not accessible on one side does the village subsidize the other half of the cost.

**President Koleski** stated an option would be if within ½ mile of the TID is it then subsidized.

**Village Manager Harrigan** said it would have to meet the rationale of how does it benefit the TID.

**Trustee Hillmann** asked how are other governmental buildings accounted for. **Attorney de la Mora** stated governmental entities do not get an exemption of special assessments.

Mike Gayle, Marion Heights was present to speak.

Noted the policy does not address the installment payments. Read the policy as paying within 3 months

*of the construction starting and need to address the revision of the 70% threshold. There are 111 homes in the Marion Heights system that are currently assessed to support their water system. Ideally the conversion to Wauwatosa water would be for the whole system so Marion Heights home owners are not sharing the full cost of both systems during a transition.*

**President Koleski** noted this is an important design criteria that needs to be captured with Marion Heights to convert all in a short period of time for economic reasons.

**Village Manager Harrigan** stated the policy may need to reflect community well systems in a similar manner.

**Trustee Schindler** requested consideration for Public Works staff constraints and asked what if the costs exceed \$2,500,000.

#### **4. Other Business**

No discussion or action on items not on the agenda.

**Trustee Schindler** asked if the questions posed to the attorney's will be reviewed beforehand so Trustees do not duplicate questions.

#### **5. Adjourn**

**Motion by Trustee Castile, seconded by Trustee Olson, to adjourn at 4.57PM**

Aye (5): President Koleski, Trustee Schindler, Trustee Hillmann, Trustee Castile, and Trustee Olson

Minutes Respectfully submitted by: Crystal Turner, Village Clerk

Minutes approved on:



**BOARD OF TRUSTEES DRAFT MINUTES  
January 22, 2026 \* 3:00 PM \* Park View**

13600 Juneau Boulevard, Elm Grove, WI 53122

1/22/2026 - Minutes

**1. Roll Call**

**President Koleski** called the meeting to order at 3.00pm

Present: President Koleski (zoom), Trustee Castile, Trustee Sayas, Trustee Stuckert, Trustee Schindler (zoom), and Trustee Hillmann (zoom)

Excused: Trustee Olson

Also Present: Village Manager Harrigan, Asst Village Manager Sowl, and Village Clerk Turner

Attorneys present in closed session: Attorney de la Mora, Attorney Hummel, and Attorney Kolberg - Von Briesen & Roper and Attorney Bitar, Municipal Law & Litigation Group

**2. Approval of Agenda**

**Motion by Trustee Stuckert, seconded by Trustee Castile, to approve the agenda as presented.**

Aye (6): President Koleski, Trustee Castile, Trustee Sayas, Trustee Stuckert, Trustee Schindler, and Trustee Hillmann

### 3. Matters for Possible Closed Session

- A. **Motion to convene into Closed Session pursuant Wis. Stats. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, more specifically to review proposals for legal services for the Village of Elm Grove..**

1. **Von Briesen & Roper**

2. **Municipal Law & Litigation Group**

**Motion by Trustee Sayas, seconded by Trustee Hillmann, to convene into Closed Session.**

Roll Call Vote

Aye (6): President Koleski, Trustee Castile, Trustee Sayas, Trustee Stuckert, Trustee Schindler, and Trustee Hillmann

Nay (0)

Excused (1): Trustee Olson

- B. **Motion to reconvene into Open Session**

**Motion by Trustee Castile, seconded by Trustee Schindler, to reconvene into Open Session.**

Roll Call Vote

Aye (5): President Koleski, Trustee Castile, Trustee Stuckert, Trustee Schindler, and Trustee Hillmann

Nay (0)

Excused (12): Trustee Olson and Trustee Sayas

- C. **Discuss and possible action on Village legal representation.**

**Motion by Trustee Castile, seconded by Trustee Hillmann, to appoint Trustee Stuckert as Chair pro tem.**

Aye (6): Trustee Castile, Trustee Stuckert, Trustee Schindler, and Trustee Hillmann

**Motion by Trustee Schindler, seconded by Trustee Hillmann, to table legal representation discussion until January 27, 2026 Board of Trustee Meeting.**

Aye (6): Trustee Castile, Trustee Stuckert, Trustee Schindler, and Trustee Hillmann

**4. Other Business**

**5. Adjourn**

**Motion by Trustee Castile, seconded by Trustee Hillmann, to adjourn at 5.02PM**

Aye (6): Trustee Castile, Trustee Stuckert, Trustee Schindler, and Trustee Hillmann

Minutes respectfully submitted by: Crystal Turner, Village Clerk

Minutes approved on:



To: Village Board Trustees

From: Brian Naylor, Fire Chief

Date: January 19, 2026

Re: Elm Grove Fire Department Fire Chief Narrative Board of Trustee Report

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## Training for December, 2025

For the month of December, the fire department has concentrated training on, firefighting equipment and location on apparatus, Vent Enter abs Search procedures and hose deployment.

## December 15 had calls for service

6-fire alarms. Faulty alarm head-3, cooking smoke, unintentional activation, detector maintenance

4-mutual aid. Brookfield-2, Tess Corners, New Berlin

2-CO calls. Car idling in garage, furnace issue/gas leak

1-smoke alarm-smell of smoke

2-natural gas. No locate good intent, fireplace

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Brian Naylor  
Fire Chief



To: Village Board Trustees  
From: Jason Hennen, Chief of Police  
Date: January 20, 2026  
Re: December 2025 Summary

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Attached is the monthly report for December, 2025. As the Police Department continued to progress toward full staffing in Patrol, Officer Billstrom completed field training and transitioned to solo patrol duties. This achievement briefly brought the department to full staffing in Patrol; however, that status was short-lived. During the same period, the department received notice of retirement from Detective Mayer, effective January 2, 2026. While his retirement had been anticipated later in 2026, a promotional process for the Detective position was already underway. Officer recruitment efforts remain ongoing. While operating down one officer presents operational challenges and is not ideal, this transition also reflects positively on the Village as an organization—demonstrating that Elm Grove is a place where employees build long-term careers. It is a privilege to recognize the retirement of an officer with 32 years of dedicated service who is able to conclude his career healthy, supported, and prepared for new challenges.

Additionally, after operating at full staffing levels in Dispatch for a brief period, the department received a resignation notice from Dispatcher Carlee Mayer. Dispatcher Mayer has accepted employment closer to her residence in another county and will remain on duty through January 21. As a result, the Dispatch Center will again be operating down one position. This staffing change has necessitated temporary shift assignment adjustments as the department works through the recruitment process to restore full staffing in Dispatch.

The Detective Bureau is currently managing 16 active investigations, which include 2 burglary, 3 thefts, 9 frauds, 1 disorderly conduct complaint, and 1 elder/at-risk investigation. The attached CM Inquiry List report provides further details on current active cases and recently closed cases.

Community engagement activities traditionally slow during the month of December due to winter weather, school breaks, and a reduction in scheduled social and community events. Despite this seasonal slowdown, officers remained engaged where opportunities allowed. School Resource Officer Weber focused on planning and preparing spring outreach materials related to school safety, bicycle safety, and e-scooter safety, positioning the department for increased engagement in the coming months. He also participated in several engagement opportunities at Tonawanda Elementary School. Planning for the D.A.R.E. program and the Citizens Police Academy is well underway, with D.A.R.E. scheduled to begin at St. Mary's School in late January and the Citizens Police Academy scheduled to begin in March.

The Police Department training room and associated equipment remain significantly impacted by the recent flood, and restoration efforts are ongoing. Furniture, floors, and walls in the affected areas were sanitized last week, with

drywall repairs beginning this week. Repairs to the gazebo electrical system have been completed, and the Police Department basement training room floor has been restored. Carpenters are currently being scheduled to replace interior and exterior rear doors, with work anticipated to occur in February. Restoration work in the Police Department basement and the library will continue into 2026 before being fully completed

As we close out 2025, I am proud to present the accompanying Annual Report, prepared with the assistance of Assistant Chief Unger. Throughout the year, the department and its staff made significant strides in adapting to current challenges while continuing to grow alongside the evolving needs and dynamics of the Village and its residents. The professionalism, resilience, and commitment demonstrated by our personnel have positioned the department well for continued success. As we enter 2026, we look forward to positive changes both within the department and throughout the community, as we remain committed to providing a level of service that not only meets expectations, but consistently exceeds them.

*Jason Hennen*

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Jason Hennen  
Chief of Police



# ELM GROVE POLICE DEPARTMENT

ANNUAL REPORT

# 2025

CHIEF JASON HENNEN



Citizens of Elm Grove  
President James Koleski  
Members of the Village Board  
Elm Grove Police Commissioners  
Mr. Tom P. Harrigan, Village Manager

Dear Ladies and Gentlemen:

It is with great pleasure that I present the 2025 Elm Grove Police Department Annual Report. I am very pleased with our staff's contributions this past year, as they trained new officers and dispatchers while continuing to remain proactive in their enforcement efforts. Much like 2024, these achievements were accomplished while overall staffing levels were often at minimum levels. Recruitment throughout the law enforcement profession continues to be challenging due to a limited number of qualified applicants for sworn officer positions. The department reached full staffing in September 2025; however, due to a retirement, the department ended the year one officer below authorized strength.

This past year showed a 10.87% increase in police activity, with a 3.62% increase in criminal activities investigated by the department. Part I offenses increased by 24.32%. As reflected in communities with lower overall crime volume, small numerical changes can result in larger percentage fluctuations. Traffic enforcement continues to be a high priority for the department, particularly speed enforcement, as maintaining safe roadways for both vehicular and pedestrian traffic remains a core focus. Officers remained persistent in their enforcement of traffic violations throughout the year.

All non-probationary Elm Grove police officers are trained Emergency Medical Technicians and are dispatched to all EMS-related calls for service. In 2025, officers responded to 353 EMS calls, representing a 6.3% increase from the previous year. The Elm Grove Police Department continues to play an integral role in supporting emergency medical services within the Village. Cooperative efforts with neighboring law enforcement agencies also remained consistent, with Elm Grove officers assisting in several critical incidents in nearby jurisdictions and serving on the Suburban Mutual Aid Response Team (SMART), Major Investigations Unit (MIU), and Suburban Critical Incident Team (SCIT). The department likewise utilized these teams for various incidents and planned events throughout the year within the village.

The 2025 calendar year marked the second full school year of placing an Elm Grove police officer as a School Resource Officer (SRO) at Pilgrim Park Middle School. This position is funded by the Elmbrook School District with minimal cost to the Village and has provided a valuable law enforcement resource for students, staff, and parents.

I wish to thank the citizens of Elm Grove for the opportunity to serve the Village in 2025 and the Elm Grove Village Board for their continued support. The Elm Grove Police Department is grateful to the Village Board, our residents, and community groups for their assistance in accomplishing our mission. Finally, I extend my sincere appreciation to the members of the Elm Grove Police Department for their dedication, professionalism, and service to the community throughout the past year.

Sincerely,

*Jason R. Hennen*

Jason R. Hennen  
Chief of Police

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# **POLICING AUTHORITY**

Our policing authority and the standards by which our authority is exercised are regulated by provisions in the United States Constitution, the Constitution of the State of Wisconsin, relevant sections of the Wisconsin statutes, and Codified Village Ordinances.

How our police authority is exercised within the Department is governed by organizational written and verbal directives (e.g., rules, regulations, policies, procedures, general orders) and established customs and practices.

No member of this Department shall, while enforcing a law or while taking any action for or against another person, act contrary to the law and these granting authorities.

# PROFESSIONAL CODE OF ETHICS

All sworn members are required to comply with the following Code of Ethics:

As a law enforcement officer, my fundamental obligation is to be a responsible public servant. My major duties are to safeguard lives and property, protect the innocent against violence and deception, and the weak against oppression and intimidation.

While I consider the way I choose to conduct my private affairs a personal freedom, I accept the responsibilities for my actions, as well as inactions, while on duty or off duty, when those actions bring disrepute on the public image of my employer, my fellow workers, and the law enforcement profession.

I vow to perform all my duties in a lawful, professional and competent manner. I consider the abilities to be courageous in the face of danger and to exercise restraint in the use of my powers and authorities to be the ultimate public trust. I accept that I must consistently strive to achieve excellence in learning the necessary knowledge and skills associated with my duties. I will keep myself physically fit and mentally alert so that I am capable of performing my duties according to the standards of quality expected of my position.

I vow to be fully truthful and honest in my dealings with others. I deplore lies and half-truths that mislead or do not fully inform those who must depend upon my honesty. I will obey the very laws that members of my Department are sworn to uphold. I will seek affirmative ways to comply with the standards of my Department and the lawful directions of my supervisors.

I vow to treat others with courtesy at all times. I consider it to be a professional weakness to allow another's behavior to dictate my response. I will not allow others' actions or failings to be my excuse for not performing my duties in a responsible, professional, and expected manner.

I vow to empathize with the problems of people with whom I come into daily contact. However, I cannot allow my personal feelings, prejudices, animosities, or friendships influence the discretionary authorities entrusted to my job. I will affirmatively seek ways to avoid conflicts and potential conflicts of interest that could compromise my official authority or public image.

I hold the authority inherent in my position to be an affirmation of the public's trust in me as a public servant. I do not take this trust lightly. As long as I remain in this position, I will dedicate myself to maintaining this trust and upholding all the ideals of my profession.

## COMMENTARY

In the performance of duty to serve society, officers are often called upon to make difficult decisions. They must exercise discretion in situations where their rights and liabilities and those of the Department hinge upon their judgment and conduct. An officer's decisions are not easily made and occasionally they involve a choice which may cause hardship or discomfort. An officer must be faithful to the oath of office, the principles of professional police service as expressed in this Code of Ethics, the objectives of the Department, and in the discharge of their duties.

They must not allow personal motives to govern their decisions and conduct.

# CORE VALUES

Our values are expressed in our directives and daily practices. Every member is required to serve with dedication, integrity, courage, respect and empathy for others. Specifically, all members will:

Not violate the law while enforcing the law.

While on duty, observe all constitutional and statutory laws, as well as all lawfully established directives (i.e., rules, policies, procedures and established practices), whether such directives are written or established verbally or through customs of the Department.

While off-duty, conduct themselves in a manner that does not result in a direct and negative effect on the professional image or reputation of this Department.

Act with respect and courtesy at all times and under all circumstances. Personnel will never have a justifiable excuse for discourteous or disrespectful conduct or behavior towards another human being.

Work productively and perform all job tasks, duties and responsibilities in a thorough, complete and competent manner.

Not illegally discriminate in the performance of any assigned or assumed job task, duty, or responsibility.

Not let personal associations, relationships or situations create a conflict of interest or the potential of a conflict of interest with the values or goals of this Department, or with assigned or assumed job tasks, duties and responsibilities.

Conduct themselves, behave and perform in a manner that does not cause serious damage or create the potential of seriously damaging the trust, faith, and confidence of those to whom they are legally or fiducially accountable.

# ORGANIZATIONAL VALUES

## VISION

Police operations will exemplify social concern for the protection of individual freedoms, the general welfare and the development of humanitarianism in the community.

Police operations will be based upon the equality of all members of the community in the eyes of the law.

Police operations will be characterized by the meticulous adherence to constitutional, ethical and performance standards.

Police operations must always be based upon the explicit and broadly held notions of police services by the community.

Police operations will always reflect receptivity to development and change in order to better respond to the appropriate requests and needs of the community.

## MISSION

***The mission for every member of this Department is to affirmatively promote, within available resources and engaging in lawful police functions, a feeling of security and safety for every member of our community.***

This mission requires positive effort based on self-initiative.

The goal is for every member in every contact to seek ways to achieve this mission.

This mission is a commitment to quality performance from all members. It is critical that members understand, accept and be aligned with the responsibilities established by this mission. It provides the foundation upon which all decisions and organizational directives will be based. Directives include rules, regulations, operating policies, procedures, customs and practices.

This mission represents the commitment of this administration to the concepts of quality performance management. In other words, members are expected to work consistently in a quality manner in the daily performance of those duties, job responsibilities and work tasks associated with this mission. Quality manner means that performance outcomes comply with our standards.

Examples of performance standards include the oath of office, code of ethics, rules, policies, procedures, directives, general and supervisory written and verbal orders, and work productivity.

Members are required to accept the responsibility for the achievement of this mission and publicly register their commitment to it and to the concepts of quality service.

# OBJECTIVES

## **The objectives of the Department are:**

To protect constitutional guarantees for all persons;

To create and maintain a feeling of security in the community; to reduce the opportunities for the commission of crime;

To aid individuals who are in danger of physical harm and assist those individuals who cannot care for themselves;

To resolve conflict;

To identify criminal offenders and criminal activity and, where appropriate, apprehend offenders and participate in subsequent court proceedings;

To identify problems that are potentially serious law enforcement or governmental problems; to facilitate the movement of people and vehicles; and

To provide other police services to the community.

## **In order to achieve the above objectives, the Department stands committed to:**

Provide a continual training program to insure professional competence and development of personal and organizational discipline in order to carry out Departmental goals and objectives;

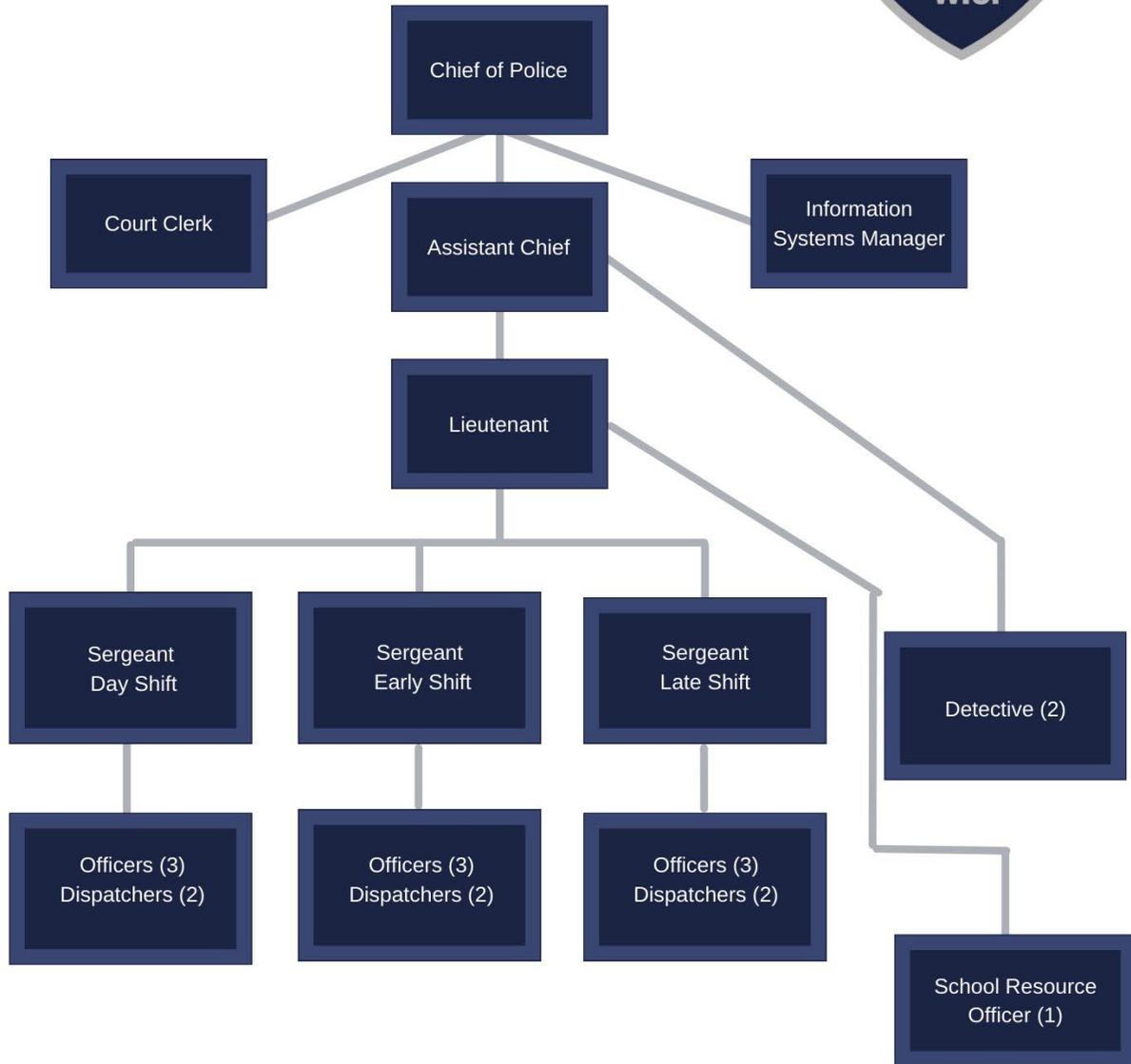
Recognize the importance of planning functions to develop programs which will address major goals and objectives of the Department;

Cooperate with related public and private agencies in pursuit of their major goals; and

Emphasize a continual willingness to study and initiate new and better police services for the community.

# PERSONNEL

# Organizational Chart



# PERSONNEL ACTIONS

**\*\*ALL NON-PROBATIONARY SWORN POLICE STAFF ARE AT MINIMUM EMERGENCY MEDICAL TECHNICIANS (EMTs)\*\***

## Command Staff

<b>Chief of Police –</b>	<b>Jason Hennen</b>
<b>Assistant Chief – Administrative and Investigations Command</b>	<b>Ryan Unger</b>
<b>Lieutenant of Police – Operations and Communications Command, SCIT Negotiator</b>	<b>Natalie Riley</b>
<b>Sergeant of Police – Officer Supervisor, TASER and DAAT Instructor, Evidence Technician, Equipment Manager</b>	<b>Preston Nobile</b>
<b>Sergeant of Police – Officer Supervisor, CPA Coordinator</b>	<b>Christopher Douglas</b>
<b>Sergeant of Police –Officer Supervisor</b>	<b>Paul Weber</b>

## Investigations

<b>Detective –Evidence Technician, Fire Investigator</b>	<b>Craig Mayer</b>
<b>Detective – Evidence Technician, Fire Investigator</b>	<b>Sean Lenardic</b>

## Patrol

<b>Police Officer – Field Training Officer, Firearms Instructor, SCIT Operator</b>	<b>Evan Schano</b>
<b>Police Officer – SRO</b>	<b>Steven Weber</b>
<b>Police Officer – Evidence Technician, Back-up SRO, Field Training Officer, Fire Investigator</b>	<b>Hannah Martin</b>
<b>Police Officer – Civil Disturbance Unit, Field Training Officer, Taser Instructor, Back-up SRO, DAAT Instructor</b>	<b>Alexander Hockett</b>
<b>Police Officer –</b>	<b>Patrick Sykes</b>
<b>Police Officer – Firearms Instructor, Field Training Officer</b>	<b>Kyle Karasti</b>
<b>Police Officer-</b>	<b>Brent Sluka</b>
<b>Police Officer- (Separated during probation – April 2025)</b>	<b>Amy Heggie</b>
<b>Police Officer - (Hired – January 2025)</b>	<b>Nathan Anhalt</b>
<b>Police Officer - (Hired – July 2025)</b>	<b>Jared Peterson</b>
<b>Police Officer - (Hired – August 2025)</b>	<b>Peter Holmes</b>
<b>Police Officer – (Hired - September) DARE Officer</b>	<b>Alexa Billstrom</b>

## Communications

<b>Dispatcher – TIME Agency Coordinator, Advanced TIME certified, Emergency Medical Technician, EMD</b>	<b>Carolyn Gasse</b>
<b>Dispatcher – Emergency Medical Dispatcher (EMD), Advanced TIME certified, Dispatcher trainer</b>	<b>Wendy Priest</b>
<b>Dispatcher – Emergency Medical Dispatcher, Advanced TIME certified, Dispatcher trainer</b>	<b>Marissa Hipp</b>
<b>Dispatcher – (Resigned July 2025)</b>	<b>Sara Courtier</b>
<b>Dispatcher- Emergency Medical Dispatcher (EMD), Advanced TIME certified</b>	<b>Carlee Mayer</b>
<b>Dispatcher- Emergency Medical Dispatcher (EMD) (Hired March 2025)</b>	<b>Jeffrey Holmes</b>
<b>Dispatcher – (Hired June 2025)</b>	<b>Heather Hamilton</b>

## Support Staff

<b>Court Clerk/Administrative Assistant (shared position with Municipal Court)</b>	<b>Mary Doyne</b>
<b>Information Systems Manager</b>	<b>Iaqam Hans</b>
<b>Part-time In-Court assistant</b>	<b>Priscilla Rollmann</b>

# Elm Grove Police and Fire Commission

## Members

Robert Haugh, President  
Gus Moulas, Vice President  
Tina Evens  
David Beaumier  
Eric J. Peter

Under Wisconsin State law, Elm Grove is required to have a Police Commission. The members of the Commission are appointed for five years by the Village President, with the confirmation of the Village Board, and serve on the Commission without compensation. The Police Commission has authority over all members of the police department who have arrest powers. The duties of the Police Commission, established under Wisconsin Statute, are:

- 1) Appoint, suspend or remove the Chief of Police.
- 2) Approve appointments and promotions of subordinates in the police department made by the Chief of Police.
- 3) Establish a selection process and eligibility list for entry level positions.
- 4) Establish a selection process and eligibility list for promotions within the police department.
- 5) Approve the examinations to be used to judge suitability for appointment.
- 6) Control examinations, designate and change examiners and establish compensation to be paid to the examiners.
- 7) Approve each list of individuals determined to be eligible for appointment to the police department.
- 8) Hear appeals from subordinates in the police department who have been suspended by the Chief of Police and who request a hearing.
- 9) Suspend the Chief of Police and subordinates pending the filing and hearing of charges.
- 10) Initiate charges against the Chief of Police or any subordinate.
- 11) Hear charges filed against the Chief of Police or a subordinate, make findings and determinations and impose penalties.
- 12) Adopt rules governing the administration of the disciplinary and appeal process.
- 13) Receive, investigate and resolve citizen complaints filed against sworn members of the police department.

## The Commission met:

August 4, 2025 – The Commission interviewed police officer candidates and appointed Alexa Billstrom to the position of patrol officer.

December 15, 2025 – The Commission interviewed detective candidate and appointed Hannah Martin to the position of detective.

# POLICE VOLUNTEERS

The Elm Grove Police Department maintains volunteer programs that will allow qualified citizens to assist and support the police department personnel with their mission of providing service, protection and safety to the citizens and visitors of the Village of Elm Grove.

## PURPOSE

To provide structure and guidelines for citizens to better utilize their unique skills and to guide their enthusiasm in helping the department meet its mission.

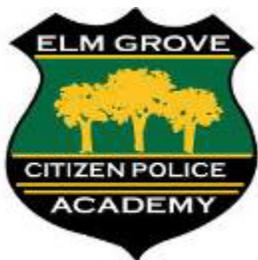
## STRUCTURE

Citizens may assist the police department by gaining membership to one of two volunteer organizations:

***Elm Grove Police Citizen's Police Academy Alumni*** – an adult organization consisting of graduates of the Elm Grove Police Department's Citizen's Police Academy. Alumni members are responsible for donating hundreds volunteer hours to the police department, along with generous monetary donations of hundreds of thousands of dollars of donated items; to include patrol rifles, TASERS, flashlights, thermal imaging, lidar/radar/speed trailer, office remodeling and even a gazebo and brick pathway for the village park. Many former CPA members have continued to serve in various areas of local government.

Both organizations are registered with the USA Freedom Corps, Volunteers in Policing program, sponsored by the U. S. Department of Justice and the International Association of Chiefs of Police. Each organization is governed by individual organizational by-laws and guidelines.

Members of both units help with Village Board packet deliveries, training exercises, alcohol and tobacco compliance checks and traffic and crowd control duties for Memorial Day, Fourth of July, and other special events.



# ENFORCEMENT STATISTICS



# Activity Totals

Below are the basic summary totals for complaints investigated vs. traffic stops. Complaints investigated are generally “called in” complaints by citizens, while traffic stops are self-initiated officer based complaints, that may involve anything from a minor traffic violation to the discovery of a more serious crime (i.e. stolen vehicle, drug violation, warrant arrests, etc.).

	2020	2021	2022	2023	2024	2025	2025 (-) 2024 Comparison	2025 vs Previous 5 Yr Average
<b>TOTAL ACTIVITY</b>	<b>6362</b>	<b>6481</b>	<b>8093</b>	<b>8225</b>	<b>7664</b>	<b>8497</b>	<b>10.87%</b>	<b>15.37%</b>
Complaints Investigated	3867	3971	3955	3833	3837	3976	3.62%	2.29%
Traffic Stops	3858	2391	2526	4260	3827	4521	18.13%	29.98%

## Crime Index - Part I Offenses

The Elm Grove Police Department participates in the Uniform Crime Reporting (UCR) system. The crime statistics for the Village of Elm Grove are submitted monthly to the Wisconsin Department of Justice, Office of Justice Assistance. The information is then forwarded to the Federal Bureau of Investigation, Uniform Crime Reporting Division. The FBI compiles nationwide crime statistics and publishes *The Uniform Crime Reports* in November of each year.

The Crime Index is the total amount of Part I offenses. Part I offenses are comprised of the following crimes: homicide, sexual assault, robbery, assault, burglary, theft, and motor vehicle thefts. In 2025 the Crime Index for Elm Grove was 46. This figure represents a 24.32% increase in crime, compared with 2024. The 2025 vs. the previous five-year average shows an overall 24.32% decrease. When dealing with small numbers, changes in those numbers represent large percentage changes.

<b>PART I CRIMES:</b>	2020	2021	2022	2023	2024	2025	2025 (-) 2024 Comparison	2025 vs Previous 5 Yr Average
1. Homicide	0	0	0	0	1	0	100.00%	100.00%
2. Sexual Assault	2	3	3	2	2	5	150.00%	108.33%
3. Robbery	0	2	1	0	0	0	0.00%	0.00%
4. Assault	0	2	0	1	2	5	150.00%	400.00%
5. Burglary	5	2	5	7	3	4	33.33%	-9.09%
6. Theft	113	48	35	24	32	32	0.00%	-36.51%
7. Auto Theft	1	7	1	3	2	0	-100.00%	-100.00%
<b>PART I TOTALS</b>	<b>121</b>	<b>64</b>	<b>45</b>	<b>37</b>	<b>42</b>	<b>46</b>	<b>24.32%</b>	<b>-28.13%</b>

# Adult Arrests & Juvenile Apprehensions

The following table represents a two year comparison of adult arrests and juvenile apprehensions in the Village of Elm Grove. In 2025 there was a increase in adult apprehensions while juvenile apprehensions remained the same compared to 2024. This table only includes arrests for Elm Grove offenses and does not include warrant arrests for other agencies and miscellaneous traffic offenses (not OWI) for our agency. As of 2014, we no longer make custody arrests for some traffic offenses, resulting in slightly lower arrest numbers.

Adult Arrests and Juvenile Apprehensions						
Offense	Adult		Juvenile		Total	
	2024	2025	2024	2025	2024	2025
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Sex Offenses - Forcible	0	0	0	1	0	1
Sex Offenses - Nonforcible	0	0	0	0	0	0
Aggravated Assault	0	1	0	0	0	01
Simple Assault	1	2	1	0	2	2
Kidnapping/Abduction	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Human Trafficking	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Burglary	2	1	0	0	2	1
Theft						
<i>Theft - Pocket-Picking</i>	0	0	0	0	0	0
<i>Theft - Purse Snatching</i>	0	0	0	0	0	0
<i>Theft - Shoplifting</i>	2	8	1	1	3	9
<i>Theft from Building</i>	1	9	0	0	1	9
<i>Theft from Coin Operated Machine</i>	0	0	0	0	0	0
<i>Theft from Motor Vehicle</i>	0	0	0	0	0	0
<i>Theft of Motor Vehicle Parts</i>	0	0	0	0	0	0
<i>Theft - All Other Larceny</i>	3	5	0	0	3	5
Motor Vehicle Theft	0	0	0	0	0	0
Stolen Property Offenses	1	3	0	0	1	3
Arson	0	0	0	0	0	0
Counterfeiting/Forgery	0	4	0	0	0	4
Fraud Offenses						
<i>Fraud - False Pretenses</i>	0	1	0	0	0	1
<i>Fraud - Credit Card/ATM</i>	0	0	0	0	0	0
<i>Fraud - Impersonation</i>	0	1	1	0	1	1
<i>Fraud - Welfare</i>	0	0	0	0	0	0
<i>Fraud - Wire</i>	0	0	0	0	0	0
<i>Fraud - Identity Theft</i>	0	0	0	0	0	0
<i>Fraud - Hacking/Computer Invasion</i>	0	0	0	0	0	0
Embezzlement	0	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0	0
Bribery	0	0	0	0	0	0
Destruction/Vandalism	3	2	0	1	3	3
Weapon Law Violations	5	8	0	0	5	8
Prostitution Offenses	0	0	0	0	0	0
Drug/Narcotic Violations	19	30	1	2	20	32
Drug Equipment Violations	1	11	0	0	1	11
Gambling Offenses	0	0	0	0	0	0
Pornography	0	0	0	0	0	0

Animal Cruelty	0	0	0	0	0	0
Bad Checks	0	0	0	0	0	0
Curfew/Loitering/Vagrancy	0	1	1	4	1	4
Disorderly Conduct	9	11	5	2	14	13
Driving Under the Influence	16	27	0	0	16	27
Family Offenses, Nonviolent	0	0	0	0	0	0
Liquor Law Violation	0	2	0	0	0	2
Peeping Tom	0	0	0	0	0	0
Trespass of Real Property	1	1	0	0	1	1
All Other Offenses	22	26	3	2	11	28
TOTALS	72	154	13	13	85	165

# Traffic and Parking Enforcement Dispositions

The following table represents traffic and parking enforcement dispositions in the Village of Elm Grove. In 2025, there were 2482 citations issued for traffic related violations which was a 3.81% increase in citations from the previous year. 2384 warnings were issued for traffic related offenses which represents a 4.56%% decrease from the previous year. 101 parking citations were issued in Elm Grove which represents a 8.18% decrease in parking citations compared to the previous year.

TOTAL CITATIONS	2024	2025	2025 (-) 2024 Comparison
Traffic Citations	2391	2482	3.81%
Verbal Warnings	2498	2384	-4.56%
Parking Citations	156	101	-35.26%

The following table represents a two year comparison of various traffic citations issued by type of violation in the Village of Elm Grove.

CITATION TYPES	2024	2025	2025 (-) 2024 Comparison
Operate After Revocation/Suspension Registration	64	81	26.56%
Non-Registration of Vehicle	204	296	45.10%
Operate While Intoxicated	18	25	38.89%
Operate Without Valid License	98	77	-21.43%
Operate After Revocation/Suspension License	289	346	19.72%
Exceeding Speed Zones	898	1261	40.42%
Seat Belt Violation	5	1	-80.00%
Operate Motor Vehicle Without Insurance	61	46	-24.59%

# SERVICES

# Dispatch and Administrative Services



## *Core Dispatch and Administrative Support Functions*

The core dispatch functions refer to those activities that relate directly to emergency 9-1-1 dispatching:

- Answer 9-1-1 telephone calls for police, fire and emergency medical services (EMS).
- Answer non-emergency telephone.
- Dispatch police, fire and EMS for calls for service; record time of call, time of arrival and time officer reports back in service.
- Query Department of Transportation records on registration and driver's file data as requested by officers.
- Record and maintain master index file on complaints, victims and other parties encountered by police.
- Query Crime Information Bureau (CIB) and National Crime Information Center (NCIC) on wanted subjects and stolen property information.
- Record and maintain daily activity calls of various police activities conducted each shift.
- Monitor radio traffic of surrounding jurisdictions for information of concern.
- Serve as a telephone communications link between officers on patrol and parties that must be contacted or notified, such as towing companies, hospitals, etc.
- Call in additional officers and support personnel as needed.

## ***Essential Dispatch and Administrative Support Functions***

Essential dispatch functions are those duties that require 24-hour monitoring or immediate response. These tasks include:

- Confirm wanted person warrants (locally generated) and stolen property hits as requested by other agencies within 10 minutes, as required by the Transaction Information for Management of Enforcement (TIME) system.
- Type all incident reports.
- Handle public walk-in service counter (citizen requests for information and report copies, dog licenses, bail and forfeiture payments, and complaints).
- Monitor officers in booking and cellblock area via video system, summoning assistance when appropriate.
- Monitor building security cameras and community cameras.
- Control building security access doors, consisting of general government and main police station (public access) door, all booking and cell block area doors and prisoner unloading garage doors.
- Monitor building alarm panel for fire, pool and general government alarms.
- Provide dispatch service to highway department crews (snow removal, downed trees etc.) after business hours.
- Record overnight parking permission information and disseminate to patrol officers.

## ***Secondary Dispatch and Administrative Support Functions***

The third category is Secondary Dispatch Functions. These tasks include:

- Enter information on wanted persons and stolen property into NCIC and CIB systems and maintain appropriate related files.
- Keep record of officers' on-and off-duty.
- Assign complaint and booking numbers.
- Assist municipal court clerk (validate municipal warrants, run Department of Transportation queries, file citations and summons).
- Record and maintain vacation home check file.
- Monitor, review and distribute all teletype information received by the department.
- Prepare daily log information and important teletypes for roll call.

In addition to understanding the core, essential and secondary dispatching functions of the Elm Grove dispatcher there are three other areas of the dispatching position that are important. These three areas are staffing, division of tasks, and the difference between dispatching police, fire, and EMS.

## ***Staffing***

Elm Grove dispatching staffing levels currently call for six full time dispatchers. The full time employees fill three around the clock shifts, filling a work schedule of four days on, two off.

### ***Difference between Dispatching Police, Fire and Emergency Medical Services***

One of the important nuances of dispatching is the difference in the way the Elm Grove dispatchers dispatch police as compared to how they dispatch fire and emergency medical services (EMS). For example, the police communicate frequently, several times an hour with the dispatchers. When the officers are out on patrol the dispatcher is the officer's primary link to the police station. The dispatcher serves as the police officer's tether or lifeline from the street to the station. Elm Grove officers rely heavily on the dispatcher for their safety. As such police officers take the relationship between themselves and their dispatcher very seriously.

This relationship between dispatcher and police officer is contrasted with the relationship between dispatcher and firefighter or dispatcher and emergency medical technician EMT (for brevity sake firefighters and EMS personnel will be jointly referred to as rescue personnel). Foremost the dispatcher communicates very infrequently with rescue personnel. This is primarily due to the nature of the jobs. Rescue personnel do not patrol the streets of Elm Grove like police officers do. Therefore there is no need to keep in periodic communication with the rescue personnel. Communication between the dispatcher and rescue personnel occurs almost exclusively when there is an emergency. For Elm Grove, such an emergency occurs 34 times a month or approximately once a day. This means that on average the dispatchers communicate with rescue personnel only once every 24 hours.

While communication between dispatchers and police officers is sometimes intense during an emergency situation, it is most often characterized as normal interaction. This is not the case with communication between dispatchers and rescue personnel. Those infrequent communiqués are almost always filled with the tension of an emergency situation.

# Calls for Service

The following table reflects the types of calls for service that Elm Grove Police Officers responded to in 2025. The actual type of call could change or be deemed “unfounded” upon further investigation.

<b>CALLS FOR SERVICE BY CATEGORY</b>								
<b>Call Type</b>	<b>2024</b>	<b>2025</b>	<b>Call Type</b>	<b>2024</b>	<b>2025</b>	<b>Call Type</b>	<b>2024</b>	<b>2025</b>
911 Verify	231	223	Death Investigation	5	5	Ordinance Violation	214	305
911 Malfunction	0		Disabled Vehicle	154	125	Parking Complaint	45	64
911/TDD Test	30	19	Disorderly Conduct	20	54	Patrol Information	27	23
Abandoned Vehicle	10	5	Domestic Dispute	6	5	Prisoner Transport	1	1
Abducted	0	0	Duty Injury	3	2	Public Accident	5	7
Accident - Bike/F/PI/PDO	0	1	Court Order Violation - TRO/DOM/INJUNC	4	6	Public Service	562	521
Accident - Deer/F/PI/PDO	4	2	Open Door/Window Business	152	104	Recovered Property	52	62
Accident - Fatal	1	1	Open Door/Window Residence	85	235	Request Mutual Aid for Ambulance	7	17
Accident - Property Damage Only	117	120	Extra Patrol Request	63	66	Request Mutual Aid for Fire	2	0
Accident - Pedestrian F/PI/PDO	0	1	Fight	1	0	Request Mutual Aid for Police	54	62
Accident - Personal Injury	9	15	Fire Department Call	70	49	Robbery	0	0
Accident - Train F/PI/PDO	0	0	Fire Alarm	34	47	Sex Offense	3	4
Accident - Unknown	6	3	Fireworks Complaint	5	10	Snow Complaint - Plow/Throw	0	0
Alarm - Business	35	62	Fugitive Warrants - All	3	4	Speed Trailer Deploy	16	13
Alarm - Residential	58	47	Gas Skip	0	1	Suspicion-General	76	67
Alarm - Vehicle	1	2	General Transport	0	0	Suspicious Person	75	89
Ambulance Request	332	353	Harassment	1	5	Suspicious Phone Call	8	13
Animal Bite Dog / Cat	7	3	Help - Miscellaneous	0	0	Suspicious Vehicle	124	110
Animal Complaint	101	89	Liquor Law	0	3	Tavern/Tobacco Check	25	41
Area Check	85	96	Lock-out	45	27	Test Call	0	1
Assault	1	0	Lost Property	15	17	Theft	68	79
Assist Invalid	84	85	Assist Other: Ambulance Service	44	32	Transient Merchant	1	4
Bomb Threat	0		Assist Other: Fire Department	22	37	Trespassing	2	2
Burglary	3	3	Assist Other PD: CDU	1	1	Traffic Complaint	85	86
Burning Complaint	5	12	Assist Other PD: MIU	1	1	Traffic Stop	3827	4521
Criminal Damage to Property	4	8	Mutual Assist to Other PD	41	56	Traffic Hazard	214	128
Community Relations	196	185	Assist Other PD: SCIT	6	14	Weather Alert/Warning	28	22
Control Substance / Drugs	0	1	Missing Person	18	12	Zoning Complaint	2	4
Curfew	0	1	Noise Complaint	24	11	<b>TOTAL CALLS:</b>	<b>7,664</b>	<b>8497</b>

# CASE Classifications

All cases start as a call and become a case when a call results in additional investigation, a criminal action, or arrest/custody action. For example, a “theft” call may end as a “fraud” case. This is why there are 79 theft offense **calls** reported above, but only 32 theft **cases** reported below. Presumably, 47 theft **calls** did not match the criteria for a theft crime and a **case** was not generated, or the **call** was reclassified as a fraud or some other **case** classification.

CASE ACTIVITY BY CALL FOR SERVICE CLASS								
Class Type	2024	2025	Class Type	2024	2025	Class Type	2024	2025
01 - Homicide	1	0	18 - Narcotic Law Vio	21	38	35 - Fatal MV Accidents	1	1
02 -Sexual Assault	2	5	19 - Gambling	0	0	36 - Personal Injury Accident	9	19
03 - Robbery	0	0	20 - Family Offenses	0	0	37 - Prop Damage Accidents	89	85
04 - Battery/Agg Assault	0	0	21 - Drunken Driving	17	27	38 - Other Accidents	0	0
05 - Burglary	3	4	22 - Liquor Laws	5	2	39 - Public Accidents	0	0
06 - Theft	32	32	23 - Drunkenness	0	0	40 - Home Accidents	0	0
07 - Motor Veh Theft	2	0	24 - Disorderly Conduct	22	16	41 - Industrial Accidents	0	0
08 - Arson	3	5	25 - Vagrancy	0	0	42 - Firearm Accident	0	0
09 – Other Assaults	0	0	26 - All Other Offenses	28	45	43 - Animal Bite	8	3
10 - Forgery/Counterfeit	2	1	27 - Suspicious	16	7	44 - Suicide	0	1
11 - Fraud	27	27	28 - Curfew Loiter - Juvi	1	3	45 - Suicide Attempt	0	0
12 - Embezzlement	3	0	29 - Runaways	0	0	46 - Death	7	4
13 - Stolen Property	0	2	30 - Lost / Missing	6	2	47 - Sick Cared For	0	0
14 - Vandalism	4	6	31 - Found/Recovered	49	52	48 - Mental Observation	12	31
15 - Weapons	5	7	32 - Traffic Vio Report	86	98	49-Misc Service Report	50	67
16 - Prostitution	0	0	33 - Parking Violation	0	0	50 - Ordinance Violation	9	14
17 - Sex Offenses	2	1	34 - Other Vio Traffic/MVD	10	14	90 - Administrative	39	56
						<b>TOTALS:</b>	<b>479</b>	<b>550</b>

## Other Activity:

	2020	2021	2022	2023	2024	2025	2025 (-) 2024 Comparison	2025 vs Previous 5 Yr Average
Business Checks	39463	30043	28186	31428	37712	40326	6.93%	20.86%
Tavern Checks	24	41	30	12	25	41	64.00%	55.30%
Vacant Home Checks	578	278	404	360	479	363	-24.22%	-13.53%
Forfeiture & Fees Collected	170419	183921	214170	276763	251011	293200	16.81%	33.72%

# Emergency Medical Services



The Elm Grove Police Department’s commitment to the community goes beyond traditional policing services to include training in emergency medical services. All police officers are trained as Emergency Medical Technicians in emergency medical care and licensed by the State of Wisconsin. The initial training consists of over 180 hours of classroom instruction with practical hands on care and 40 hours of refresher training every three years. The department’s medical program has oversight from an Emergency Room Physician to ensure appropriate current topics in medicine are being presented to officers. Officers responding to calls for medical services, at minimum, provide an initial patient assessment and basic life support, until an ambulance arrives. Elm Grove Police Officers are one of many medical providers a patient will encounter when suffering from a medical condition. This early intervention is provided to correct or slow any significant condition a patient is experiencing. In 2011, officers began carrying specialized equipment to address serious hemorrhage and penetrating trauma. The equipment supplied are to assist officers with devastating gunshot, stabbing injuries, or to assist victims of active shooters. To date, officers have used this specialized equipment to help a construction workers after a mishap with equipment, multiple citizens with a severe femoral artery bleeds, and a severe multi-injury suicide attempt. Two officers are currently trained in the Tactical Emergency Medical System advanced level (40 hour course), with all other officers having received basic TEMS at in-service training. In addition to these trauma care “saves”, our officers are regularly an integral part of “cardiac saves” in our community. Combined with our rapid, emergency medical trained dispatch staff Elm Grove remains one of the best communities in southeastern Wisconsin, at addressing your life threatening emergency.

During 2025, officers responded to 353 calls for emergency medical service, along with providing assistance to seniors who may have fallen but did not require ambulance transport.

	2024	2025
Ambulance Calls	332	353

# Detective Bureau

The Detective Bureau is responsible for investigating all major crimes within the Village of Elm Grove and assisting patrol officers with investigations and at crime scenes. The Detective Bureau consist of two detectives, Detective Craig Mayer and Detective Sean Lenardic. The following represents the activity of the Detective Bureau in 2025:

**Criminal Investigations:** Patrol officers investigated approximately 550 calls for service involving case reports and approximately 39 were directly investigated by the Detective Bureau or forwarded to the Detective Bureau. This does not include continuing investigations from 2024.

Some major crimes from 2025 included:

- 1 Assist MIU investigation.
- 2 Burglary investigations
- 5 Fraud investigations.
- 7 Sex crime investigations, including sexual assault and possession of child pornography.
- 7 Theft investigations.
- 2 Forgery investigation.
- 4 Retail Theft investigations.
- 2 Credit card fraud investigation.
- 4 Identity theft investigations.
- 1 Fatal motor vehicle accident investigation.
- 2 Death investigation.
- 1 Reckless homicide investigation.
- 1 Weapons Offense

In addition to criminal investigations, the Detective Bureau is responsible to conduct background investigations for new police officer candidates and dispatchers.

**Property Inventory:** The Detectives maintain all evidentiary property and are responsible for the department's property room. In 2025, 255 pieces of property were entered into the computer as stolen, recovered, safe keeping, evidence for court, or evidence to be destroyed at the Wisconsin State Crime Laboratory. Numerous pieces of evidence were transported to the state crime lab for further processing and destruction. There was a total of 16 pieces of evidence returned to owners. The Detectives are responsible for ordering and maintaining evidence supplies according to the Detective Bureau budget.

In addition to some of the major investigations, search warrants and subpoenas were requested, issued by the court, and executed.

There were numerous cases transmitted to the district attorney's office in 2025. The Detectives work as liaisons between our department and the Waukesha County District Attorney's Office for signing criminal complaints, court scheduling, and officer subpoenas.

The Detective Bureau is also a member of the Major Investigation Unit (MIU) for Waukesha County. The MIU consist of membership from seven police jurisdictions in Waukesha County. The MIU responsibilities are to respond to major crimes in Waukesha County when called upon.

The Detective Bureau is also responsible for transporting electronic devices to and from the computer forensic labs, for forensic downloads of the data from the devices, during their investigations.

The Detective Bureau is also assigned as an evidence technician to process major crime scenes and to process all evidence recovered and brought to the police department as well as transporting evidence to the Wisconsin State Crime Laboratory.

In addition, the Detectives attend monthly meetings with the Wisconsin Area Fraud Investigators Group which discusses the trends of crimes committed in the Southeast Wisconsin area. The Detectives also attend monthly meetings with Southeast Wisconsin Retail Theft Investigators Group. Detective Mayer is also trained in the ERAD system for area wide jurisdictions. The Detectives are also members of the International Association of Financial Crimes Investigators (IAFCI).

The Detectives are also instructors for the Elm Grove Citizen's Police Academy.

The Detectives also attend the same firearms training, Wisconsin State in-service training, EMT training, and DAAT training as the patrol officers.

# COOPERATIVE LAW ENFORCEMENT SERVICES

## *Suburban Critical Incident Team (S.C.I.T)*



This team of officers from the Brookfield, Chenequa, Delafield, Elm Grove, Hartland, Mukwonago, Muskego, New Berlin and Pewaukee Police Departments are trained to handle highly critical calls, such as barricaded persons, negotiations, serving high risk warrants, or conducting surveillances. This is a significant mutual aid agreement as the team serves as a back-up to other similar teams in the county, such as the Waukesha County Sheriff's Department and the City of Waukesha Police Department. The Elm Grove Police Department has one officer currently assigned to the team as an operator and a lieutenant is assigned to the team as a negotiator.

*2025 was again a busy year for the team compared to annual activations since the team's inception in 2013. SCIT deployed 27 times in 2025 (same as 2024). Since 2020, the team's annual activations have remained steady between 20-30 activations. The types of activations were not as diverse as in the past several years. Of those activations, 14 were for search warrants, mostly related to ICAC investigations. We also had two vehicle assault activations for gold courier scams, two "TRG Only" activations, and five "ARV Only" activations to assist our partner tactical teams. We also were able to accommodate every request for SCIT personnel and team equipment for each of your department's community outreach events in 2025.*

## ***Major Investigations Unit (M.I.U.)***

This team of officers from Butler, Chenequa, Hartland, Elm Grove, Delafield, Oconomowoc Lake, Pewaukee Police Departments, and Waukesha Sheriff's Department are trained and prepared to investigate all major crimes that may occur in any of these communities. This mutual aid agreement allocates necessary resources to investigate major incidents and allows each community to maintain adequate police coverage for other activities, without interrupting investigative efforts. The sharing of equipment and resources makes this team cost-effective and provides a professional quality investigative product. The team also serves as a liaison to other investigative teams in the county. The Elm Grove Police Department has six officers assigned to assist the unit.

*2025 Elm Grove personnel assisted with one MIU call.*

### ***Suburban Mutual Assistance Response Team (S.M.A.R.T.)***

This is a cooperative effort between agencies in southeastern Wisconsin allowing for mutual aid during a significant event. Within sixty minutes, a community that is a member of S.M.A.R.T can expect up to sixty-five law enforcement agencies responding to help with an incident. The team currently encompasses agencies from Racine, Jefferson, Walworth, Milwaukee and Waukesha Counties.

### ***Waukesha County Drug Task Force –***

In 2014, the Elm Grove Police department started working in the Waukesha County Metro Drug Unit which was made up of Waukesha County Deputies/Officers from local law enforcement agencies within Waukesha County. In the Fall of 2022, the unit officially transitioned to a Drug Enforcement Administration (DEA) sponsored drug task force and became known as the Waukesha County Drug Task Force. This unit is now a designated Wisconsin County Initiative within the North Central High Intensity Drug Trafficking Area (HIDTA) and includes members of the DEA and Wisconsin Department of Justice- Division of Criminal Investigation. The Elm Grove Police department had an officer assigned to this unit on a part-time basis through November, 2022. Illegal drug activity in our community is a significant and never ending problem. By being a member of the Waukesha County Drug Task Force, participating agencies have a global view of the drug issues in our region. By partnering with county and federal assets, participating officers are able to bring back information and training to patrol officers that will better equip officers to recognize and address drug related crimes, during their patrol assignments. Additionally, task force assigned officers working on active cases may also take advantage of possible asset forfeiture funds that may then be used to enhance the local agency's enforcement efforts. While we no longer have an officer assigned to this unit, we continue to share information and work collaboratively on an as-needed basis.

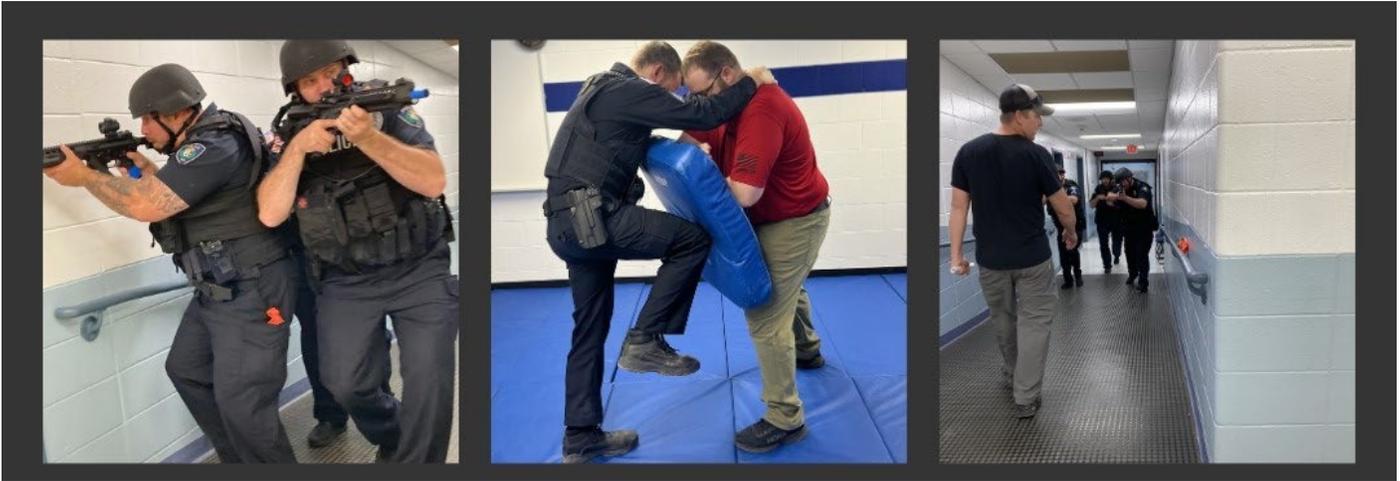
### ***Civil Disturbance Unit –***

This unit consists of specially trained officers from several law enforcement agencies in Waukesha County. The unit may be called upon by any community to assist with large gatherings and demonstrations, where law enforcement officials feel a large specially trained and equipped team of officers is needed. The department has two officers assigned to this unit.

*In 2025, Elm Grove personnel assisted in one CDU deployment.*

# TRAINING

# Training



The goal of the Elm Grove Police Department is to deliver the highest quality service to the community. In order to achieve this goal, our personnel must be familiar with the most recent changes in laws, court decisions, law enforcement techniques and technology. The Elm Grove Police Department utilizes many training programs presented by federal, state, and local levels to accomplish this goal. In addition, the Elm Grove Police Department has many talented individuals who are certified as instructors in areas such as: field training, firearms, defensive tactics, and crime prevention. These individuals provide in-house training at roll call presentations and specialized training sessions

Beginning in 2005, all members of the Elm Grove Police Department began an ongoing training program that will carry over into coming years. The National Incident Management System (NIMS) has been developed by the federal government to prepare responders in dealing with events that may occur in the community and stretch the available resources. During 2009 and continuing through 2025, all supervisory personnel continued the advanced training necessary to plan for and execute the long-term management of a significant incident.

The Elm Grove Police Department continues to educate their personnel on the newest techniques and available technology with the hopes of maintaining a level of service available only in Elm Grove.

# ADVANCED MANAGEMENT TRAINING

Command staff members that have attended advanced management ten week programs:

**The FBI National Academy:**



**Assistant Chief Ryan Unger, FBINA Class #295**

**Northwestern University, School of Police Staff and Command:**



**Chief Jason R. Hennen, SPSC Class #149**

**Assistant Chief Ryan Unger, SPSC Class #310**

**Lieutenant Natalie Riley, SPSC Class #462**

**Sergeant Preston Nobile, SPSC Class #518**

**Sergeant Christopher Douglas SPSC Class #462**

**Sergeant Paul Weber SPSC Class #602**

# Firearms Training

The Elm Grove Police has a formal training program which is designed to test and enhance the skills of the police personnel. In 2025, in addition to the Firearms training received during their annual In-service training, most officers received 15 additional hours of firearms instruction. The training program is designed by our Firearms instructors and is overseen by the Chief of Police. The instructors are certified as Firearms instructors by the Wisconsin Department of Justice. Having these instructors on staff enables the Department to train personnel while on duty. The training sessions begin with basic techniques, and then progress into emphasizing the importance of split second decision making coupled with the proper and proficient use of the firearm. Actual scenarios are duplicated on the range to test and refine the skills of the personnel. High stress scenarios are also designed with the use of force on force marking ammunition and live ammunition to depict dangerous situations that officers may encounter while at a residence, business or while on a traffic stop. The instruction also includes officer safety tactics, weapons safety, weapon retention, verbal skills, legal considerations and proper documentation if deadly force is used.

- In February and March, officers trained at the Brookfield Police Department firearms range using their Sig Sauer P320 .40 caliber service handguns. Officers transitioned to their new pistols and pistol-mounted optics, receiving instruction on optic use, handgun fundamentals, and completing the required qualifications.
- In August, officers trained at SRRGC firearms range using their Sig Sauer P320 .40 caliber service handguns and Sig Sauer 516 5.56 NATO rifles. Officers completed training which involved rapid fire, shooting while moving, and handgun transitions.

# Defense and Arrest Tactics (DAAT)

The Elm Grove Police Department has a Defense and Arrest Tactics Training (DAAT) program which is designed so that officers will know and become efficient in the application of all the skills instructed in the DAAT curriculum. The DAAT system has a guideline which assists law enforcement officers to analyze a subject's behavior and to determine a reasonable level of force to use in response to that behavior. The techniques used in this system were adopted by the Wisconsin Department of Justice and the Law Enforcement Standards Board in 1987. There are five different modes contained in the system, they are: Presence, Dialog, Empty Hand Control Techniques, Intermediate Weapons, and Deadly Force. Each mode contains several techniques and skills which were instructed to the officers during the year, along with several other topics such as, Taser deployments, Taser Policy/Procedure review, and Taser usage within the DAAT Intervention Options. Officers practiced and trained in these techniques, as well as, a review and discussion of the Police Department Aggression Response Policy. Sergeant Preston Nobile and Officer Alex Hockett are the Department's certified DAAT instructors. Annually, each patrol officer receives approximately nine to twelve hours instruction.

- In January, Officers participated in DAAT training that included scenario training, covering intervention options and participating in multiple scenario-based drills to assess their decision-making and application of those options.
- In May, Officers participated in less lethal munitions training.
- In June, Officers participated in Taser skills training as our agency transitioned to the Taser 10.
- Officers also received 4 hours of DAAT training during Police In-Service Training held at Waukesha County Technical College throughout the year.

# **COMMUNITY SERVICES**

# ELM GROVE BIKE PATROL

The Elm Grove Police Department has several officers that are trained as bicycle patrol officers. The Department has four fully equipped mountain bikes. The existence of the bike patrol program is due to generous donations from citizens and businesses. The donations provided funds for the purchase of four mountain bikes, all of which are sized differently to accommodate the different sized officers. The first donations also included funds to purchase state of the art equipment and lighting as well as provide uniforms and training for our first bicycle patrol officers.



In 2025, when staffing levels permitted, bike patrol officers spent time patrolling on bikes, including special events. The patrol bicycles are used at special events such as the Memorial Day Parade, the Fourth of July Fireworks and festivities in the park, Concerts in the Park, Safety Village, Elm Grove Bicycle Safety, and can also be seen patrolling the Park n Shop and downtown area. They are also utilized to target special crime watch areas that have unusual increases of incidents such as burglaries or thefts from motor vehicles. The bike officers will conduct periodic patrols of the village, including remote areas that squad cars cannot enter. The bike patrol allows the officers to have one on one contact with the public. Members of the public are encouraged to approach the bike officers so they may answer any questions or address concerns. During 2025, the department completed its first full summer using a fleet of three e-bikes, improving officer engagement and accessibility during patrols and community events.

# Drug Abuse Resistance Education



The D.A.R.E. program, which began in 1983, is a nationally acclaimed program in which specially trained police officers teach a 10-16 week anti-drug/anti-violence curriculum to elementary school students. D.A.R.E. teaches the 5<sup>th</sup> grade students the dangers of drug abuse, gives concrete ways to refuse peer pressure and teaches responsibility with risks and consequences, reinforces the concept that each person has a right to make their own healthy and wise choices, and gives the decision making life skills necessary to resist and stay away from any drugs, alcohol and violence. Studies show that students who have completed the D.A.R.E. program were five times less likely to start smoking compared to kids who did not participate in D.A.R.E. The Elm Grove Police Department had been teaching DARE since the early 1990's to approximately 2019. Following a five-year pause resulting from staffing shortages and the lack of a certified instructor, the D.A.R.E. program was successfully reestablished by the Department in Spring 2025.

The Department is excited to share that Officer Alexa Billstrom obtained her DARE certification in 2025 and has scheduled her first DARE classes in January of 2026.



# School Resource Officer (SRO)

The Elm Grove Police Department is proud to have Officer Steve Weber serving as the School Resource Officer (SRO) at Pilgrim Park Middle School. Officer Weber, a dedicated law enforcement professional with over ten years of experience, assumed this role on January 1, 2024. Since then, he has made a significant impact on the school community by fostering a safe and welcoming environment for students, staff, and families. As an SRO, Officer Weber's responsibilities go beyond security; he plays an integral role in building positive relationships with students, providing mentorship, and supporting educational initiatives. Through daily interactions, he works to bridge the gap between law enforcement and youth, reinforcing trust and mutual respect. His proactive approach includes getting to know students personally, learning their names, and even creating unique handshakes to build rapport across all grade levels.

Officer Weber's outstanding commitment was recently recognized by Pilgrim Park Middle School when he received the **Panther Pride Award**, a new honor passed between staff and students to acknowledge those who make a meaningful impact. A sixth-grade student who nominated Officer Weber highlighted the sense of safety and belonging he brings to the school, stating:

*"Officer Weber has made our school a better place by making people feel welcome by learning their name and learning handshakes with people in all grades. Also, he protects our school all school year. For example, it was scary to come to middle school, but he made me feel welcome. Now, because of him, everyone feels welcome."*

This heartfelt nomination is a testament to Officer Weber's dedication to the students and staff at Pilgrim Park Middle School. His efforts exemplify the mission of the School Resource Officer program—creating a secure learning environment while fostering strong connections between law enforcement and the community.

The Elm Grove Police Department looks forward to Officer Weber's continued success in the SRO role and remains committed to supporting positive police-student relationships in our schools.



# OTHER PUBLIC RELATIONS EFFORTS

**NEW IN 2025.....ROLLIN WITH THE COPS...** As part of the department's ongoing commitment to community engagement and proactive public safety education, the Elm Grove Police Department hosted *Rollin' with the Cops: Bike & Scooter Safety Night* at Elm Grove Village Park. This family-focused event provided officers with an opportunity to connect directly with residents in a relaxed, positive setting while delivering hands-on bicycle and scooter safety education to local youth. Participants engaged with officers during safety demonstrations, received practical riding tips, and took part in a group ride alongside officers, reinforcing trust and approachability. The event concluded with a community gathering at a local business, further strengthening partnerships and neighborhood relationships. Initiatives such as this reflect the department's emphasis on prevention, education, and meaningful community connection, and the Elm Grove Police Department looks forward to continuing and expanding this successful program in 2026.



**CITIZEN POLICE ACADEMY** ... began in 1998. It is safe to say each has come away with a greater understanding of what we do and the challenges we face. Our staff has learned from participants their perceptions, priorities, and concerns ... invaluable information to help us be more effective. Perhaps the best measure of success is the creation of an Alumni Association - by the graduates themselves - to continue their involvement with the Department. For more information about the Citizen's Police Academy, see the personnel section.



**EXPLORER POST 177**... has provided well over 120 teenagers the chance to learn about law enforcement and law enforcement officers. At least 25 alumni that we know of have pursued Criminal Justice careers, including, Lieutenant Natalie Riley, Assistant Chief Gus Moulas (ret.) and Chief Jim Gage (ret.). Just as importantly, dozens more are going through their lives with positive insights and attitudes regarding the police because of their experiences in this program. We did not have an Explorer Post in 2024.

**SAFETY VILLAGE** ... each August we have the chance to positively influence several dozen preschool children (and their parents). The opportunity to work with the Junior Guild, as an important influence in the community,

is seen as a real positive for us. Each year one officer is assigned to assist with instruction of important safety tips for our youngest of residents.

**ANNUAL BICYCLE SAFETY PROGRAM** ... each June the village has hosted this fun safety program for all area children, drawing 200-300 participants, and almost as many parents. The past few years, Park and Rec. has taken over the management of the program and the Brookfield Police Department and Elmbrook Hospital have joined us in making this a true community event. Our bicycle patrol officers and on-duty personnel always take advantage of meeting the public, by attending this program.

**COLLEGE INTERN PROGRAM** ... as staffing permits, we host a Criminal Justice college student for a ride-along program in which we evaluate the student, and for which they receive three credits. UW-M, Marquette, WCTC and MATC all have placed students with us. This program helps our Field Training Officers maintain their skills, gives the student a positive inside look at our Department, and maintains valuable relationships with the Universities and Voc- Techs.

**BUSINESS SECURITY CHECKS** ... we spend some 1100 hours each year checking the security of closed businesses, and the business community's sense of safety is well worth it. Though they rarely enjoy middle-of-the-night calls when doors or windows are found open, they realize and appreciate our vigilance. Through this function we maintain on-going relations with them, as we do through the process of updating and maintaining our "key holder" list.

**RESIDENTIAL (VACATION) HOUSE CHECKS** ... a program where a home owner can advise the police department that the residents will be away from the home and provide pertinent information about key holders and property condition, should something happen while the home owner is away. Officers will also check the home, from time to time, to ensure that there are no crime inviting issues or emergent problems with the property (i.e. burst water pipe, storm damage, etc.).

**SECURITY NOTICES** ... are another P.R. tool we use to encourage security awareness and assure citizens of our vigilance. Printed reminders inform them of open garage doors, mail & papers accumulated, or other crime-inviting situations.

**AUTOMOBILE LOCK-OUT RESPONSES** ... provide a convenient service to forgetful or careless motorists. Though very few Departments continue this function due to workload or liability concerns, it provides us the chance to perform as "rescuers" rather than our more common role as "enforcer": pure public relations!

**AUTO SAFETY CHECKS** ... certifications necessary for school personnel to transport students in their private vehicles. If we didn't do it, they would have to go to State Patrol Headquarters. Our image as "team players" is enhanced by this fairly simple service: the convenience is really appreciated by school staff.

**FINGERPRINTING SERVICES** ... is another convenient public service we offer to our residents or business people. These fingerprints are needed for securities licenses, adoptions, bartender licenses, and other employment requirements. While under no obligation to perform this service, we welcome the opportunity to meet and serve our citizens.

**"NO PARKING" SIGN PROGRAM** ... is yet another way we meet and serve our residents and service clubs. In what I believe is a unique program, we loan "No Parking" signs on posts to anyone holding special events that will likely generate parking problems. This system has citizens accepting joint responsibility with us for maintaining public peace and order - a concept all too rarely seen these days, and one of the main reasons, I'm convinced, of this community's low crime rate.

**SCOUTING CITIZENSHIP BADGE TOURS** ... give us the chance to show off our facility and explain our role in society to Cub Scouts and Brownies, who earn merit badges for the exercises. We typically give 2-4 such tours each semester, showing the police as the "good guys" to some 70 children per year.

**CIVIC GROUP AND SCHOOL PRESENTATIONS** ... we regularly provide speakers to civic groups such as the Rotary, Business Association, St. Mary's Senior Center, and others on specific topics or areas of general safety concerns. We also provide training and presentations on various topics to staff at Elm Grove schools. We're always pleased to give these presentations, and regardless of the group or the topic, a common theme is always "working together to make this a better community."

**SPECIAL EVENT COORDINATION** ... is one of the "fun" public relations arenas in which we participate. In an environment of mutual respect and community service, we help plan and coordinate the Memorial Day parade, 4th of July activities, soccer and tennis tournaments, Easter egg hunts, Rec programs, large funeral processions, and special school activities, to name a few. Working with the civic groups, schools, business groups, and other Village Departments is most rewarding, as is contributing to the success of these events, which help make this the great community that it is.

**NOTARY PUBLIC SERVICES** ... are available to the community at no charge. We usually have a Notary available from 8:00 A.M. to 4PM.

**"TRAUMA" TEDDY BEARS** ... are stocked in all patrol cars, the ambulance, and a fire truck. The value to a traumatized youngster of a huggable stuffed animal amid the turmoil of an auto accident, medical emergency, fire, or domestic dispute must be seen to be appreciated. This is another two-level public relations program: we (and the kids) "win" when we hand out a teddy bear; and our interaction with the service organizations that provide the toys is great community public relations in and of itself.

**REACH-A-CHILD** ... each patrol squad has a bag filled with children's books. When an officer encounters a child in crisis, they take the child to a safe place and the child chooses a book for them to read together, thus giving comfort to the child while also distracting them from the source of trauma.

**RADAR TRAILER** ... purchased with a private donation, conveys to drivers our sincere interest in traffic safety. No tickets are written: the only goal is motorist awareness and voluntary compliance with speed laws. Our website & in-person request programs foster even more citizen involvement and create yet another opportunity for us to work side by side with residents toward a safer community. We added a new speed trailer in 2024 which was paid for by a generous donation.

# MUNICIPAL COURT

# COURT BAILIFF DUTIES

The Court Bailiff duty assignment is performed by sworn police officers. Officer salary, while performing this function, is paid by the Municipal Court operating budget.

Officers assigned to Court Bailiff duties are responsible for, but not limited to, the following duties:

- Security and protection of all persons attending Municipal Court.
- Maintain proper order and decorum as directed by the Court.
- Be available to Court personnel and be present in Municipal Court, during the duration of the assignment.
- Be accepting of learning new tasks to assist Court personnel in maintaining efficient and effective operations.
- Be able to answer basic questions about Court procedure without providing advice to defendants.
- Maintain a competent and professional uniformed presence.
- All other lawful duties as assigned by the Court Clerk and Municipal Judge.

# Municipal Court Operations

2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual	2026 Budget
\$99,836	\$113,972	\$122,952	\$114,816	\$122,060	\$125,375

## Department Description:

### Functions

This program provides for costs associated with the processing, prosecution, adjudication, and appeal of approximately 2,400 municipal cases per year, and all associated record keeping.

### Personnel

Judge	Part-time elected position
Court Clerk (police department employee)	.6 FTE
Court Assistant	.1 FTE
Bailiff- Police Officer (overtime)	75 hours per year

### Services/Duties

- Track each municipal citation from issuance to final adjudication;
- schedule initial appearances and trials;
- reconcile fines collected and distribute funds as required by law;
- coordinate appeals and jury trial requests;
- reconcile and distribute bails collected;
- effect court-ordered driver's license/registration suspensions;
- maintain court docket;
- prepare for and manage court nights;
- provide trial transcriptions and discovery demand records;
- Coordinate all functions with Municipal Judge, Municipal Attorneys, Police Department, and defendants/defense attorneys.

# MISCELLANEOUS

# Reportable Traffic Accidents

In 2025, 112 reportable traffic accidents occurred in the Village of Elm Grove. This represents a 16.67% increase in accidents compared with 2024. 88 resulted in property damage only, and 23 accidents resulted in personal injuries, and 1 resulted in a fatality.

Reportable accidents are any accidents which involve at least one motor vehicle in transport and result in injury or fatality of a person, or total damage to one person's property to an apparent extent of \$1,000 or more, or damage to government-owned property to an apparent extent of \$200 or more (except government-owned vehicle which is \$1,000).

ACCIDENTS	2024	2025	2025 (-) 2024 Comparison
Motor Vehicle Accident - Fatal	1	1	0.00%
Motor Vehicle Accident - Personal Injury	10	23	130.00%
Motor Vehicle Accident - Property Damage Only	85	88	3.53%
TOTAL REPORTABLE MOTOR VEHICLE ACCIDENTS	96	112	16.67%
Motor Vehicle Accident - Hit and Run	10	14	-40.00%



# Motor Vehicle Fleet

The Elm Grove Police Department maintains a fleet of nine vehicles. Vehicles are funded through the capital budget. Two cars are purchased during even years and one car is purchased during odd years. The 2025 maintenance budget was \$8,000.00. The 2025 budgeted fuel costs were \$30,000. The vehicles are assigned, as follows:

- 2017 Ford Police Interceptor SUV. Used by the Lieutenant and Assistant Chief.
- 2018 Ford Police Interceptor SUV. Used for school assignments, training and by volunteers for assigned functions.
- 2019 Ford Police Interceptor SUV. **Disposed of by Auction in 2025**
- 2022 Ford Police Interceptor SUV. This is a single use vehicle, currently assigned to the Police Chief.
- 2022 Ford Police Interceptor SUV. Secondary patrol use.
- 2023 Ford Police Interceptor SUV. Detective unmarked vehicle.
- 2023 Ford Police Interceptor SUV. Marked School Resource Officer vehicle.
- 2025 Ford Police Interceptor SUV. Primary patrol use. **Acquired in 2024.**
- 2025 Ford Police Interceptor SUV. Primary patrol use. **Acquired in 2024.**
- 2025 Ford Police Interceptor SUV. Shift Commander marked vehicle. Secondary front-line patrol use. **Acquired in 2025.**



# DEER CULLING SAFETY MANAGEMENT

The goal population for deer within Village borders is 25 deer per square mile of habitat. This population goal was established by referencing the Milwaukee Metro Unit (77M) whose deer population had been similarly established (Southeastern Wisconsin Urban Deer Taskforce Final Report 1994). Population goals range from 10–35 deer per square mile of habitat throughout the state depending on habitat, climate and human condition. Monitoring of the deer population annually confirms the Village is achieving the determined goal population.

Elm Grove's deer habitat includes the area of .79 square miles or 504 acres. Therefore, if the deer population increases to more than 25 deer per square mile of habitat, or 20 deer, then the deer are actively managed. Deer may be managed to half the habitat amount, or 10 deer.

The Police Department, by direction of the Police Chief, oversees and inspects all deer sharpshooting locations. The Village contracts with Wildlife Management Services to maintain deer populations in Elm Grove.

Access to prior deer sites has been limited, compared to past years. As a result, the village board approved the netting of deer. This will allow deer culling without having to gain neighbor approval, since no firearm is involved. There were no deer count or culling conducted in 2022, 2023, or 2024.

In 2025, car vs. deer crashes were once again the lowest in 22 years. Over the past few decades, the frequency of car-deer accidents has fluctuated without a consistent trend. Historically, these incidents have accounted for 1.3% to 10.9% of total accidents annually, with an average of 4%–5%. In 2025, only two car-deer accidents occurred, representing 1.8% of the 112 total accidents for the year. This marks a significant decrease from 2022, when seven such incidents comprised 5.3% of the total. The current frequency is among the lowest recorded in recent years.

The consistent decline since the peak in 2010, when car-deer accidents represented 10.9% of total accidents, suggests that culling is not necessary at this time. Several factors may contribute to this downward trend, including improved driver awareness, reduced deer movement in urbanized areas, and habitat modifications like fencing and vegetation control. Together, these measures appear to have successfully mitigated risks, making additional population control through culling unlikely to provide further benefits.

Car-deer collisions currently represent a small proportion of total accidents in Elm Grove and do not pose a significant public safety concern compared to other causes. While higher frequencies in past years might have warranted action, the recent low numbers indicate that culling should only be considered if collision rates or ecological impacts increase in the future.

The Police Department recommends continuing to monitor car-deer collision trends and maintaining alternative preventative measures, such as driver education and habitat modifications. These approaches will ensure public safety without resorting to culling unless necessary.

# ELM GROVE POLICE DEPARTMENT

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MEMO

January 20, 2026

TO: Tom Harrigan, Village Manager

FROM: Jason Hennen, Chief of Police

SUBJECT: 2025 Car vs. Deer Accident Update

The following is an update to the annual memo detailing car-deer accidents. The 2025 accidents have been added to the running totals listed below.

## Car-Deer Accidents

A review of such reported accidents from 1992 through 2025 reveals the following:

### FREQUENCY

<b>YEAR</b>	<b>CAR-DEER ACCIDENTS</b>	<b>TOTAL ACCIDENTS</b>	<b>CAR-DEER % OF TOTAL</b>
1992	11	250	4.4
1993	10	262	3.8
1994	11	301	3.7
1995	17	291	5.8
1996	10	296	3.4
1997	5	307	1.6
1998	13	297	4.4
1999	10	245	4.1
2000	8	293	2.7
2001	5	261	1.9
2002	13	232	5.6
2003	11	241	4.6
2004	11	202	5.5
2005	12	227	5.3
2006	3	234	1.3
2007	5	210	2.3
2008	4	222	1.8
2009	6	165	3.6
2010	17	155	10.9
2011	5	168	2.9
2012	6	170	3.5
2013	7	183	3.8
2014	7	209	3.4
2015	7	167	4.2
2016	7	203	3.4
2017	4	205	1.7
2018	7	173	4.0
2019	6	216	2.7
2020	4	114	3.5

2021	7	119	5.9
2022	7	131	5.3
2023	3	114	2.6
2024	3	96	3.1
2025	2	112	1.8

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*Jason R. Hennen, Chief of Police*

# **PROGRAM BUDGETS**

# Police Department Operations

2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual	2026 Budget
\$2,336,254	\$2,359,231	\$2,558,585	\$2,726,082	\$3,039,133	\$2,978,350

## **Department Description:**

This program provides funding for costs associated with preventative patrol; criminal and traffic law enforcement; investigations; requests for assistance; community problem-solving; maintenance of the peace; prosecution of offenders; community education and awareness; records maintenance; and assistance to other Village Departments.

<b>PERSONNEL:</b>	<b>Full-time Equivalency FTE</b>
Police Chief	1
Assistant Chief	1
Lieutenant	1
Sergeant	3
Detective	2
Patrol Officers	10
School Resource Officer	1
Subtotal- sworn officers	19
Administrative Assistant (part-time court)	.4
IT manager (shared with General Government)	1
Total	20.4

# Services/Duties

**PATROL:** High-visibility preventative patrol establishes a police presence and sense of security in the community, while officers are on watch for

- traffic, criminal and Village code violations,
- hazardous conditions;
- crime-inviting situations;
- persons in need of assistance;
- opportunities for citizen interaction.

**TRAFFIC:** Activities aimed at maintaining and improving traffic safety and orderliness. Includes:

- accident investigation;
- traffic enforcement;
- parking enforcement;
- assisting motorists;
- investigating traffic complaints and suspicious vehicles;
- bicycle code enforcement;
- traffic management at special (planned or unplanned) events.

## **CRIMINAL:**

- investigation and reports on criminal activities;
- evidence processing and storage;
- felony and misdemeanor apprehensions;
- prisoner processing;
- non-arrest and juvenile dispositions;
- other investigations;
- field interviews;
- special details;
- case management;
- false alarm management.

## **ADMINISTRATIVE & GENERAL:**

- building and residential checks;
- animal calls;
- assist citizens;
- assist other Village Departments (including EMS as EMT-Basics and Paramedics);
- municipal & circuit court preparation and testimony;
- public relations;
- crime prevention;
- department administration- internal affairs, policy development, recruitment, coordination, training, personnel supervision and development;
- equipment service;
- planning and budgeting,
- records management
- supervision and management of dispatch
- management and scheduling of municipal court security.

# Dispatch Department Operations

2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual	2026 Budget
\$527,787	\$510,640	\$541,486	\$563,507	\$599,003	\$621,565

## **Department Description:**

This program provides funding for costs associated with maintaining the Dispatch Center, the community’s only 24 hour/day, 7day/week link with their local government. Program also provides clerical and record keeping function to police; and communication services to Police, Fire and EMS Departments; and off-hours communications to Public Works and General Government.

<b>PERSONNEL:</b>	<b>Full-time Equivalency FTE</b>
Dispatchers	6 FTE

## **Services/Duties**

### **DISPATCH:**

- Receive and react to all citizen calls for service, information and emergency (911) assistance.
- Provide communications for Police, Fire, EMS;
- Provide after-hours service to Public Works and General Government.

### **CLERICAL:**

- Perform all routine clerical services for Police Department, including the time-critical transcription of reports needed for court proceedings.
- Maintain numerous databases (ie: keyholders, master name index, home check list, etc.)
- Perform initial record keeping for Fire and EMS calls.
- Provide walk-in service for Police, EMS, and Fire.
- Provide after-hours security monitoring for entire complex, and at all times for officer’s prisoner processing.

# POLICE FIVE YEAR CAPITAL BUDGET

Dept./Capital Item	2026	2027	2028	2029	2030	Total 26-30
Patrol Vehicles	\$134760	\$73154	\$148186	\$75205	\$158000	\$589,305
Mobil Data Computers	—	\$40,000	—	—	—	\$40,000
Time Terminal Package	—	—	—	—	—	—
Taser/Body Cameras	—	—	—	—	—	—
911 Equipment (replace)	—	—	—	—	—	—
Livescan Machine	—	—	—	\$22,000	—	\$22,000
Squad Cameras/Lockup	\$34,500	—	—	—	—	\$34,500
Patrol Rifles	—	\$21,000	—	—	—	\$21,000
POLICE TOTALS	\$169,260	\$134,154	\$148,186	\$97,205	\$173,000	\$721,805

## New Equipment 2026- Police

Large Screen Monitors (3) Dispatch	\$2,000
Desk Chairs (2) – Dispatch	\$1,400
Fixed Squad Radar	\$2,840
Ballistic Vest Patrol Vest and Carrier	\$1,200

Total:           \$7,440

## REVENUES

Fines, Forfeitures & Penalties	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual	2025 Budget
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Court Fines Collected	\$170,633	\$210,410	\$264,478	\$251,011	\$298,171	\$245,000
Court Fine Expense	(\$58,055)	(\$71,880)	(\$90,620)	(\$86,146)	(\$82,325)	(\$83,500)
<b>Fines, Forfeitures &amp; Penalties</b>	<b>\$112,578</b>	<b>\$138,530</b>	<b>\$173,851</b>	<b>\$164,865</b>	<b>\$215,846</b>	<b>\$161,500</b>



Elm Grove Police Department  
 13600 Juneau Blvd, Elm Grove, WI 53122  
 (262)-786-4141

**CM Inquiry Lists**

Printed On: 01/20/26 06:46

**Elm Grove Police Department**

Case#	Invest#	Status	Assigned Date	Prim PF	Solv Fact	Highest - CAT
25-000545	25-000040	Open	12/30/25	Lenardic, Sean Z		05-Burglary
25-000519	26-000003	Open	01/19/26	Martin, Hannah J		11-Fraud
25-000511	25-000039	Open	12/08/25	Lenardic, Sean Z		06-Theft
25-000490	25-000038	Open	11/26/25	Lenardic, Sean Z		06-Theft
25-000488	26-000004	Open	01/19/26	Martin, Hannah J		11-Fraud
25-000484	25-000037	Closed	11/19/25	Mayer, Craig A		06-Theft
25-000481	25-000036	Open	11/10/25	Lenardic, Sean Z		05-Burglary
25-000473	25-000035	Closed	11/04/25	Mayer, Craig A		02-Sexual Assault
25-000456	25-000033	Closed	10/21/25	Unger, Ryan A		06-Theft
25-000453	25-000034	Open	10/27/25	Mayer, Craig A		11-Fraud
25-000446	25-000032	Closed	10/22/25	Lenardic, Sean Z		06-Theft
25-000410	25-000031	Open	09/24/25	Mayer, Craig A		06-Theft
25-000408	25-000030	Open	09/23/25	Lenardic, Sean Z		11-Fraud
25-000385	25-000027	Open	09/09/25	Lenardic, Sean Z		49-Miscellaneous Service Report
25-000379	25-000029	Closed	09/10/25	Mayer, Craig A		11-Fraud
25-000370	25-000028	Suspended	09/05/25	Mayer, Craig A		02-Sexual Assault
25-000322	25-000026	Closed	10/02/25	Mayer, Craig A		06-Theft
25-000285	25-000025	Closed	07/28/25	Lenardic, Sean Z		11-Fraud
25-000284	25-000024	Closed	07/07/25	Lenardic, Sean Z		11-Fraud
25-000277	25-000023	Open	07/02/25	Lenardic, Sean Z		26-All Other Offenses
25-000255	25-000021	Closed	06/19/25	Lenardic, Sean Z		06-Theft
25-000254	25-000022	Closed	06/19/25	Lenardic, Sean Z		24-Disorderly Conduct
25-000249	25-000020	Closed	06/16/25	Mayer, Craig A		06-Theft
25-000248	25-000019	Closed	06/16/25	Mayer, Craig A		06-Theft
25-000242	25-000018	Closed	06/13/25	Mayer, Craig A		06-Theft
25-000222	25-000017	Open	06/09/25	Mayer, Craig A		11-Fraud
25-000219	25-000016	Open	01/13/26	Martin, Hannah J		11-Fraud
25-000197	25-000015	Closed	05/22/25	Mayer, Craig A		44-Suicide
25-000194	25-000014	Closed	05/19/25	Lenardic, Sean Z		11-Fraud
25-000164	25-000013	Open	05/02/25	Mayer, Craig A		11-Fraud
25-000157	25-000010	Closed	04/29/25	Mayer, Craig A		02-Sexual Assault
25-000154	25-000011	Open	04/28/25	Lenardic, Sean Z		11-Fraud
25-000149	25-000012	Closed	05/15/25	Lenardic, Sean Z		15-Weapons
25-000092	26-000001	Closed	03/24/25	Unger, Ryan A		02-Sexual Assault
25-000070	26-000002	Closed	03/05/25	Lenardic, Sean Z		46-DOA
25-000058	25-000008	Closed	02/25/25	Lenardic, Sean Z		49-Miscellaneous Service Report
25-000044	25-000007	Closed	02/13/25	Mayer, Craig A		06-Theft
25-000016	25-000009	Closed	02/27/25	Mayer, Craig A		10-Forgery/Counterfeiting
24-000478	25-000005	Closed	01/23/25	Mayer, Craig A		10-Forgery/Counterfeiting
24-000469	25-000002	Closed	01/06/25	Mayer, Craig A		11-Fraud
24-000398	25-000001	Open	01/13/25	Martin, Hannah J		11-Fraud

CM Inquiry Lists

Printed On: 01/20/26 06:46

Elm Grove Police Department

Case#	Invest#	Status	Assigned Date	Prim PF	Solv Fact	Highest - CAT
25-000545	25-000040	Open	12/30/25	Lenardic, Sean Z		05-Burglary
25-000519	26-000003	Open	01/19/26	Martin, Hannah J		11-Fraud
25-000511	25-000039	Open	12/08/25	Lenardic, Sean Z		06-Theft
25-000490	25-000038	Open	11/26/25	Lenardic, Sean Z		06-Theft
25-000488	26-000004	Open	01/19/26	Martin, Hannah J		11-Fraud
25-000484	25-000037	Closed	11/19/25	Mayer, Craig A		06-Theft
25-000481	25-000036	Open	11/10/25	Lenardic, Sean Z		05-Burglary
25-000473	25-000035	Closed	11/04/25	Mayer, Craig A		02-Sexual Assault
25-000456	25-000033	Closed	10/21/25	Unger, Ryan A		06-Theft
25-000453	25-000034	Open	10/27/25	Mayer, Craig A		11-Fraud
25-000446	25-000032	Closed	10/22/25	Lenardic, Sean Z		06-Theft
25-000410	25-000031	Open	09/24/25	Mayer, Craig A		06-Theft
25-000408	25-000030	Open	09/23/25	Lenardic, Sean Z		11-Fraud
25-000385	25-000027	Open	09/09/25	Lenardic, Sean Z		49-Miscellaneous Service Report
25-000379	25-000029	Closed	09/10/25	Mayer, Craig A		11-Fraud
25-000370	25-000028	Suspended	09/05/25	Mayer, Craig A		02-Sexual Assault
25-000322	25-000026	Closed	10/02/25	Mayer, Craig A		06-Theft
25-000285	25-000025	Closed	07/28/25	Lenardic, Sean Z		11-Fraud
25-000284	25-000024	Closed	07/07/25	Lenardic, Sean Z		11-Fraud
25-000277	25-000023	Open	07/02/25	Lenardic, Sean Z		26-All Other Offenses
25-000255	25-000021	Closed	06/19/25	Lenardic, Sean Z		06-Theft
25-000254	25-000022	Closed	06/19/25	Lenardic, Sean Z		24-Disorderly Conduct
25-000249	25-000020	Closed	06/16/25	Mayer, Craig A		06-Theft
25-000248	25-000019	Closed	06/16/25	Mayer, Craig A		06-Theft
25-000242	25-000018	Closed	06/13/25	Mayer, Craig A		06-Theft
25-000222	25-000017	Open	06/09/25	Mayer, Craig A		11-Fraud
25-000219	25-000016	Open	01/13/26	Martin, Hannah J		11-Fraud
25-000197	25-000015	Closed	05/22/25	Mayer, Craig A		44-Suicide
25-000194	25-000014	Closed	05/19/25	Lenardic, Sean Z		11-Fraud
25-000164	25-000013	Open	05/02/25	Mayer, Craig A		11-Fraud
25-000157	25-000010	Closed	04/29/25	Mayer, Craig A		02-Sexual Assault
25-000154	25-000011	Open	04/28/25	Lenardic, Sean Z		11-Fraud
25-000149	25-000012	Closed	05/15/25	Lenardic, Sean Z		15-Weapons
25-000092	26-000001	Closed	03/24/25	Unger, Ryan A		02-Sexual Assault
25-000070	26-000002	Closed	03/05/25	Lenardic, Sean Z		46-DOA
25-000058	25-000008	Closed	02/25/25	Lenardic, Sean Z		49-Miscellaneous Service Report
25-000044	25-000007	Closed	02/13/25	Mayer, Craig A		06-Theft
25-000016	25-000009	Closed	02/27/25	Mayer, Craig A		10-Forgery/Counterfeiting
24-000478	25-000005	Closed	01/23/25	Mayer, Craig A		10-Forgery/Counterfeiting
24-000469	25-000002	Closed	01/06/25	Mayer, Craig A		11-Fraud
24-000398	25-000001	Open	01/13/25	Martin, Hannah J		11-Fraud

**ELM GROVE POLICE DEPARTMENT**  
**Monthly Report**  
**December 2025**

	THIS MONTH	THIS YEAR TO DATE	LAST YEAR TO DATE
<b>MISCELLANEOUS ACTIVITY:</b>			
BUSINESS CHECKS	4,138	40,326	37,712
TAVERN CHECKS	3	41	25
VACANT HOME CHECKS	22	363	479
FORFEITURES & FEES COLLECTED	\$48,564.52	\$293,199.94	\$251,010.96

<b>OVERTIME HOURS EXPENDED:</b>			
Dispatcher Carryover	52.00	560.25	652.75
Officer Carryover	77.50	1,194.00	1,588.75
Court	8.50	51.00	81.75
Meetings/Conferences	0.00	12.75	33.50
Report Writing	4.50	37.50	11.00
Training	4.00	291.00	468.75
Investigation	3.50	48.50	45.00
Prisoner Process	3.00	17.00	5.50
Crime Prevention	0.00	119.00	94.00
Special Unit Call-Up (MIU, CDU, SCIT, METRO)	4.50	43.00	60.50
Miscellaneous	4.25	112.50	30.50
OVERTIME HOURS TOTAL	161.75	2,486.50	3,273.45

<b>911 CALLS RECEIVED:</b>			
EMERGENCY	41	414	332
NON-EMERGENCY	8	96	109
TRANSFERS	4	36	0
MALFUNCTIONS	0	0	0
VERIFICATIONS	17	228	231
TESTS	0	19	30
TOTAL	70	793	702



# ELM GROVE POLICE DEPARTMENT

## MONTHLY REPORT

### Call for Service Total Activity



**1/1/2025 - 12/31/2025**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>911 Verify</b>	15	15	16	10	20	24	23	19	23	19	22	17	223
<b>911/TDD Test</b>	2	0	3	2	1	1	3	2	3	0	2	0	19
<b>Abandoned Vehicle</b>	0	0	0	0	1	0	0	1	1	0	0	2	5
<b>Accident-Bike/F/PI/PDO</b>	0	0	0	0	0	0	0	0	1	0	0	0	1
<b>Accident-Deer/F/PI/PDO</b>	0	0	0	0	0	0	0	0	0	0	0	2	2
<b>Accident-Fatal</b>	0	0	0	0	0	0	0	1	0	0	0	0	1
<b>Accident-Pedestrian F/PI/PDO</b>	0	0	0	0	0	0	1	0	0	0	0	0	1
<b>Accident-Personal Injury</b>	2	0	3	0	2	2	2	1	0	0	2	1	15
<b>Accident-Property Damage On</b>	6	11	9	7	10	11	12	8	9	9	11	17	120
<b>Accident-Unknown</b>	0	0	0	0	2	0	0	1	0	0	0	0	3
<b>Alarm Business</b>	5	1	12	3	5	2	12	9	2	4	4	3	62
<b>Alarm Residential</b>	4	1	6	3	3	4	6	3	2	7	2	6	47
<b>Alarm Vehicle</b>	0	0	0	0	0	0	0	1	0	0	1	0	2
<b>Ambulance Request</b>	32	31	27	30	31	23	34	33	31	22	23	36	353
<b>Animal Bite Dog/Cat</b>	0	0	1	0	1	0	1	0	0	0	0	0	3
<b>Animal Complaint</b>	2	5	7	11	6	8	9	15	6	5	6	9	89
<b>Area Check</b>	7	5	10	7	6	10	14	12	12	9	3	1	96
<b>Assist Invalid</b>	2	12	2	7	8	10	9	8	11	3	6	7	85
<b>Assist Other Ambulance Servic</b>	4	2	0	1	0	3	7	9	4	0	1	1	32
<b>Assist Other Fire Department</b>	1	2	3	2	2	3	8	7	5	0	0	4	37
<b>Burglary</b>	0	0	0	0	0	0	1	0	0	0	1	1	3
<b>Burning Complaint</b>	0	1	3	1	1	0	1	0	2	0	3	0	12
<b>CDTP</b>	0	0	0	0	0	4	0	1	0	2	1	0	8
<b>Community Relations</b>	15	18	20	23	11	10	23	17	17	9	10	12	185
<b>Controlled Substance/Drugs</b>	0	0	1	0	0	0	0	0	0	0	0	0	1
<b>Court Order Vios/TRO/DOM/IN</b>	1	0	0	0	0	0	1	0	0	2	0	2	6
<b>Curfew</b>	0	0	0	1	0	0	0	0	0	0	0	0	1
<b>Death Investigation</b>	0	1	1	0	2	0	1	0	0	0	0	0	5
<b>Disabled Vehicle</b>	16	8	13	6	4	12	7	14	6	11	11	17	125



# ELM GROVE POLICE DEPARTMENT

## MONTHLY REPORT

### Call for Service Total Activity



**1/1/2025 - 12/31/2025**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Disorderly Conduct	1	7	2	7	6	3	9	6	8	4	1	0	54
Domestic Dispute	0	0	0	1	1	0	2	0	0	0	0	1	5
Duty Injury	0	0	0	0	1	0	0	0	0	0	0	1	2
Extra Patrol Request	3	5	6	5	8	5	11	3	5	6	6	3	66
Fire Alarm	2	4	6	2	0	0	3	10	5	5	3	7	47
Fire Department Call	2	2	2	2	3	13	3	7	3	2	6	4	49
Fireworks Complaint	0	0	0	0	0	0	8	1	1	0	0	0	10
Fugitive Warrants All	0	0	0	2	0	1	0	0	0	1	0	0	4
Gas Skip	0	0	0	0	0	0	0	0	0	1	0	0	1
Harassment	0	1	0	0	0	0	0	2	1	0	1	0	5
Liquor Law	0	0	0	0	1	1	1	0	0	0	0	0	3
Lockout	3	0	1	1	1	2	2	7	4	1	1	4	27
Lost Property	1	0	0	1	3	1	4	2	2	0	1	2	17
Missing Person	0	0	1	0	1	1	0	2	6	1	0	0	12
Mutual Assist to other PD	6	5	5	7	5	6	3	6	5	3	2	3	56
Noise Complaint	0	0	0	1	1	1	3	1	1	1	0	2	11
Open Door/Window Business	8	2	3	3	3	1	2	3	8	12	24	35	104
Open Door/Window Residence	16	9	7	25	36	26	35	20	15	14	15	17	235
Ordinance Violation	4	12	28	24	20	33	29	40	30	35	36	14	305
Parking Complaint	5	3	5	5	6	10	3	4	6	2	7	8	64
Patrol Info	2	1	1	2	0	3	1	2	5	4	1	1	23
Prisoner Transport	0	0	1	0	0	0	0	0	0	0	0	0	1
Public Accident	0	0	0	1	1	0	2	1	2	0	0	0	7
Public Service	57	40	46	42	42	46	41	41	47	41	47	31	521
Recovered Property	1	5	6	3	8	5	4	9	11	7	3	0	62
Request Mutual Aid for Police	0	4	2	5	5	9	10	6	8	6	5	2	62
Request Mutual Aid-Ambulanc	2	3	1	0	2	0	0	4	1	1	1	2	17
Sex Offense	0	0	0	1	0	0	1	0	1	0	1	0	4
Speed Trailer Deployment	0	0	0	2	2	1	1	3	2	2	0	0	13
Suspicion-General	6	8	7	3	6	11	3	8	3	5	5	2	67



**ELM GROVE POLICE DEPARTMENT  
MONTHLY REPORT  
Call for Service Total Activity**



**1/1/2025 - 12/31/2025**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Suspicious Person	7	1	3	7	2	10	16	9	11	10	4	9	89
Suspicious Phone Call	1	0	0	3	2	1	2	1	0	1	0	2	13
Suspicious Vehicle	2	4	7	4	4	14	14	15	14	11	10	11	110
Tavern/Tobacco Check	3	6	2	3	9	2	0	3	4	4	2	3	41
Test Call	0	0	0	0	0	1	0	0	0	0	0	0	1
Theft	2	11	2	7	11	8	6	1	8	9	4	10	79
Traffic Complaint	2	5	4	3	8	13	8	10	15	12	2	4	86
Traffic Hazard	5	6	5	9	10	13	10	31	10	11	14	4	128
Traffic Stop	392	338	477	419	326	322	347	322	385	506	347	340	4,521
Transient Merchant	0	0	0	0	1	0	0	2	0	0	0	1	4
Trespassing	0	0	1	0	0	0	0	1	0	0	0	0	2
Void	0	0	0	0	0	0	0	0	0	0	1	0	1
Weather Alert/Warning	0	4	1	2	4	1	3	5	1	0	0	1	22
Zoning Complaint	0	0	0	0	0	2	0	0	2	0	0	0	4
<b>Total</b>	<b>647</b>	<b>599</b>	<b>769</b>	<b>716</b>	<b>655</b>	<b>693</b>	<b>762</b>	<b>750</b>	<b>765</b>	<b>820</b>	<b>659</b>	<b>662</b>	<b>8,497</b>

<u>CAD Dispositions</u>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
All Other Dispos	456	426	525	489	488	518	560	570	558	532	436	465	6,023
Verbal Warning	191	173	244	227	167	175	202	180	207	288	223	197	2,474
<b>Total</b>	<b>647</b>	<b>599</b>	<b>769</b>	<b>716</b>	<b>655</b>	<b>693</b>	<b>762</b>	<b>750</b>	<b>765</b>	<b>820</b>	<b>659</b>	<b>662</b>	<b>8,497</b>

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
911 Verify	15	15	16	10	20	24	23	19	23	19	22	17	223
911/TDD Test	2	0	3	2	1	1	3	2	3	0	2	0	19
Abandoned Vehicle	0	0	0	0	1	0	0	1	1	0	0	2	5
Accident-Bike/F/PI/PDO	0	0	0	0	0	0	0	0	1	0	0	0	1
Accident-Deer/F/PI/PDO	0	0	0	0	0	0	0	0	0	0	0	2	2
Accident-Fatal	0	0	0	0	0	0	0	1	0	0	0	0	1
Accident-Pedestrian F/PI/PDO	0	0	0	0	0	0	1	0	0	0	0	0	1
Accident-Personal Injury	2	0	3	0	2	2	2	1	0	0	2	1	15
Accident-Property Damage On	6	11	9	7	10	11	12	8	9	9	11	17	120
Accident-Unknown	0	0	0	0	2	0	0	1	0	0	0	0	3
Alarm Business	5	1	12	3	5	2	12	9	2	4	4	3	62
Alarm Residential	4	1	6	3	3	4	6	3	2	7	2	6	47
Alarm Vehicle	0	0	0	0	0	0	0	1	0	0	1	0	2
Ambulance Request	32	31	27	30	31	23	34	33	31	22	23	36	353
Animal Bite Dog/Cat	0	0	1	0	1	0	1	0	0	0	0	0	3
Animal Complaint	2	5	7	11	6	8	9	15	6	5	6	9	89
Area Check	7	5	10	7	6	10	14	12	12	9	3	1	96
Assist Invalid	2	12	2	7	8	10	9	8	11	3	6	7	85
Assist Other Ambulance Servic	4	2	0	1	0	3	7	9	4	0	1	1	32
Assist Other Fire Department	1	2	3	2	2	3	8	7	5	0	0	4	37
Burglary	0	0	0	0	0	0	1	0	0	0	1	1	3
Burning Complaint	0	1	3	1	1	0	1	0	2	0	3	0	12
CDTP	0	0	0	0	0	4	0	1	0	2	1	0	8
Community Relations	15	18	20	23	11	10	23	17	17	9	10	12	185
Controlled Substance/Drugs	0	0	1	0	0	0	0	0	0	0	0	0	1
Court Order Vios/TRO/DOM/IN	1	0	0	0	0	0	1	0	0	2	0	2	6
Curfew	0	0	0	1	0	0	0	0	0	0	0	0	1
Death Investigation	0	1	1	0	2	0	1	0	0	0	0	0	5
Disabled Vehicle	16	8	13	6	4	12	7	14	6	11	11	17	125
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Disorderly Conduct	1	7	2	7	6	3	9	6	8	4	1	0	54
Domestic Dispute	0	0	0	1	1	0	2	0	0	0	0	1	5
Duty Injury	0	0	0	0	1	0	0	0	0	0	0	1	2
Extra Patrol Request	3	5	6	5	8	5	11	3	5	6	6	3	66
Fire Alarm	2	4	6	2	0	0	3	10	5	5	3	7	47
Fire Department Call	2	2	2	2	3	13	3	7	3	2	6	4	49
Fireworks Complaint	0	0	0	0	0	0	8	1	1	0	0	0	10

Fugitive Warrants All	0	0	0	2	0	1	0	0	0	1	0	0	4
Gas Skip	0	0	0	0	0	0	0	0	0	1	0	0	1
Harassment	0	1	0	0	0	0	0	2	1	0	1	0	5
Liquor Law	0	0	0	0	1	1	1	0	0	0	0	0	3
Lockout	3	0	1	1	1	2	2	7	4	1	1	4	27
Lost Property	1	0	0	1	3	1	4	2	2	0	1	2	17
Missing Person	0	0	1	0	1	1	0	2	6	1	0	0	12
Mutual Assist to other PD	6	5	5	7	5	6	3	6	5	3	2	3	56
Noise Complaint	0	0	0	1	1	1	3	1	1	1	0	2	11
Open Door/Window Business	8	2	3	3	3	1	2	3	8	12	24	35	104
Open Door/Window Residence	16	9	7	25	36	26	35	20	15	14	15	17	235
Ordinance Violation	4	12	28	24	20	33	29	40	30	35	36	14	305
Parking Complaint	5	3	5	5	6	10	3	4	6	2	7	8	64
Patrol Info	2	1	1	2	0	3	1	2	5	4	1	1	23
Prisoner Transport	0	0	1	0	0	0	0	0	0	0	0	0	1
Public Accident	0	0	0	1	1	0	2	1	2	0	0	0	7
Public Service	57	40	46	42	42	46	41	41	47	41	47	31	521
Recovered Property	1	5	6	3	8	5	4	9	11	7	3	0	62
Request Mutual Aid for Police	0	4	2	5	5	9	10	6	8	6	5	2	62
Request Mutual Aid-Ambulanc	2	3	1	0	2	0	0	4	1	1	1	2	17
Sex Offense	0	0	0	1	0	0	1	0	1	0	1	0	4
Speed Trailer Deployment	0	0	0	2	2	1	1	3	2	2	0	0	13
Suspicion-General	6	8	7	3	6	11	3	8	3	5	5	2	67
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Suspicious Person	7	1	3	7	2	10	16	9	11	10	4	9	89
Suspicious Phone Call	1	0	0	3	2	1	2	1	0	1	0	2	13
Suspicious Vehicle	2	4	7	4	4	14	14	15	14	11	10	11	110
Tavern/Tobacco Check	3	6	2	3	9	2	0	3	4	4	2	3	41
Test Call	0	0	0	0	0	1	0	0	0	0	0	0	1
Theft	2	11	2	7	11	8	6	1	8	9	4	10	79
Traffic Complaint	2	5	4	3	8	13	8	10	15	12	2	4	86
Traffic Hazard	5	6	5	9	10	13	10	31	10	11	14	4	128
Traffic Stop	392	338	477	419	326	322	347	322	385	506	347	340	4,521
Transient Merchant	0	0	0	0	1	0	0	2	0	0	0	1	4
Trespassing	0	0	1	0	0	0	0	1	0	0	0	0	2
Void	0	0	0	0	0	0	0	0	0	0	1	0	1
Weather Alert/Warning	0	4	1	2	4	1	3	5	1	0	0	1	22
Zoning Complaint	0	0	0	0	0	2	0	0	2	0	0	0	4

<b>Total</b>	<b>647</b>	<b>599</b>	<b>769</b>	<b>716</b>	<b>655</b>	<b>693</b>	<b>762</b>	<b>750</b>	<b>765</b>	<b>820</b>	<b>659</b>	<b>662</b>	<b>8,497</b>
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**CAD Dispositions**

	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Total</b>
<b>All Other Dispos</b>	456	426	525	489	488	518	560	570	558	532	436	465	6,023
<b>Verbal Warning</b>	191	173	244	227	167	175	202	180	207	288	223	197	2,474
<b>Total</b>	<b>647</b>	<b>599</b>	<b>769</b>	<b>716</b>	<b>655</b>	<b>693</b>	<b>762</b>	<b>750</b>	<b>765</b>	<b>820</b>	<b>659</b>	<b>662</b>	<b>8,497</b>



# Elm Grove Police Department

## MONTHLY REPORT



### Case Activity based on CFS Management Codes

**\*\* For official use only \*\***

<b>CASES by CFS CODES</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Administrative	0	0	1	1	0	2	1	0	0	2	2	0	9
Animal Complaint - All Other/Nuisance	0	0	0	1	0	1	0	0	0	0	0	0	2
Animal Complaints - Animal Neglect	0	0	0	0	0	0	0	0	0	0	0	1	1
Animal Complaints - Bite	0	0	0	0	1	0	1	0	0	0	0	0	2
Bail Jumping	1	0	1	1	0	0	0	0	0	1	0	1	5
Burglary - Forced Entry/Residence/Night	0	0	0	0	0	0	0	0	0	0	1	0	1
Burglary - No Forced Entry/Residence/Day	0	0	0	0	0	0	0	0	0	0	0	1	1
Burglary - No Forced Entry/Residence/Night	0	0	0	0	0	1	0	0	0	0	0	0	1
Burglary - No Forced Entry/Residence/Day	0	0	0	0	0	0	1	0	0	0	0	0	1
Carrying a Concealed Weapon	0	0	0	3	0	0	0	1	0	1	0	2	7
Cocaine - Possession	0	0	1	0	0	0	0	0	0	0	0	0	1
Contempt of Court	0	0	0	0	0	0	0	2	0	0	0	0	2
Criminal Damage to Property	0	0	0	0	1	0	0	1	0	0	0	0	2
Criminal Damage to Property - Private	0	0	0	0	0	1	0	0	0	0	1	0	2
Curfew	0	0	0	0	0	0	0	1	1	0	0	0	2
Death: Natural/Accidental	0	1	1	0	1	0	1	0	0	0	0	0	4
Death:Suicide	0	0	0	0	1	0	0	0	0	0	0	0	1
Disorderly Conduct	0	1	0	1	1	2	1	1	2	1	0	0	10
Disorderly Conduct - Simple Assault	0	0	0	1	1	0	0	0	0	0	0	0	2
Driving/Operating Under the Influence -	4	1	0	3	2	2	2	1	3	2	3	1	24
Forgery of Checks	1	0	0	0	0	0	0	0	0	0	0	0	1
Found/Recovered - Property	0	2	6	2	9	6	3	9	6	5	3	0	51
Fraud	0	0	0	0	0	0	0	1	1	0	0	0	2
Fraud - Identity Theft	0	1	0	1	1	1	0	0	2	0	1	2	9
Fraud - Illegal Use of a Credit Card	0	0	0	0	0	0	0	0	0	0	0	1	1
Fraud - Impersonate/Identity Theft	0	0	0	2	2	1	2	0	1	1	0	1	10
Fraud - Insufficient Funds Check	0	0	0	0	1	0	0	0	0	0	0	0	1



# Elm Grove Police Department

## MONTHLY REPORT



### Case Activity based on CFS Management Codes

**\*\* For official use only \*\***

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fraud - Swindle	0	0	0	0	1	0	0	0	0	0	0	1	2
Fraud - Telecommunications	0	0	0	0	0	0	1	0	0	0	0	0	1
Health or Safety	0	0	0	0	2	0	0	0	1	0	0	0	3
Hit and Run/Leaving the Scene of an	2	0	2	1	2	1	1	0	1	3	0	0	13
Indecent Exposure	0	0	0	0	0	1	0	0	0	0	0	0	1
Informational Report/All Other	8	11	1	4	7	1	10	3	6	2	2	2	57
Liquor - All Other	1	0	0	0	0	0	0	0	0	0	0	0	1
Lost/Missing - Property	0	0	0	0	0	0	0	0	1	0	0	0	1
Lost/Missing Person - Adult	0	0	0	0	0	0	0	0	1	0	0	0	1
Marijuana - Possession	3	1	4	6	5	1	1	2	0	4	3	4	34
Mental Observation/Emergency Detention	0	1	3	0	4	3	2	2	7	2	0	2	26
Mutual Aid	1	0	1	0	0	0	1	1	0	0	0	1	5
MV Accident-Fatal	0	0	0	0	0	0	0	1	0	0	0	0	1
MV Accident-Personal Injury	1	0	3	0	2	2	3	2	1	1	1	1	17
MV Accident-Property Damage Only	2	8	5	5	7	9	7	7	8	4	7	13	82
Obscene Material - Possession	0	0	0	0	1	0	1	0	0	0	0	0	2
Ordinance/Zoning Violation	0	0	1	0	0	1	1	0	1	0	0	2	6
Possess Stolen Property	0	0	0	0	0	0	0	0	0	0	1	0	1
Probation & Parole Hold	0	0	0	0	0	0	0	0	0	0	0	1	1
Probation Violation	0	0	0	0	0	1	0	0	0	0	0	0	1
Resisting an Officer - Simple Physical Assault	0	0	0	0	0	0	0	0	0	0	0	1	1
Sexual Assault	0	0	1	1	0	0	0	0	1	0	2	0	5
Simple Assault	0	0	0	0	1	0	1	0	0	0	0	0	2
Stolen Property	0	0	0	0	0	0	0	0	1	0	0	0	1
Suspicious Person	0	0	0	0	0	0	0	0	0	1	0	1	2
Suspicious Vehicle	0	0	1	1	0	2	0	0	0	0	0	0	4
Theft - All Others \$50-\$199	0	0	0	1	0	0	0	0	0	0	0	0	1
Theft - All Others <\$50	0	0	0	0	0	0	0	0	1	1	1	0	3



# Elm Grove Police Department

## MONTHLY REPORT



### Case Activity based on CFS Management Codes

**\*\* For official use only \*\***

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Theft - All Others >=\$200	0	2	0	0	0	2	0	0	1	0	0	0	5
Theft - Auto Parts >=\$200	0	0	0	0	0	0	1	0	0	0	0	0	1
Theft - From Banking Type Institution >=\$200	0	0	0	0	0	0	0	0	0	1	1	0	2
Theft - From Building \$50-\$199	0	1	0	0	0	0	0	0	0	0	0	0	1
Theft - From Mail \$50-\$199	0	0	0	0	0	0	0	0	0	0	0	1	1
Theft - From Shipment >=\$200	0	0	0	0	0	0	1	0	0	0	0	1	2
Theft - From Yards <\$50	0	0	1	0	0	0	0	0	0	0	0	0	1
Theft - Retail \$50-\$199	0	0	0	0	0	2	0	0	1	2	0	0	5
Theft - Retail <\$50	0	0	0	2	3	0	0	0	1	0	0	0	6
Theft - Retail >=\$200	0	0	1	0	0	1	0	0	0	1	0	0	3
Theft - US Government Property >=\$200	0	0	0	0	0	0	0	0	0	1	0	0	1
Traffic Offense	7	1	9	8	1	7	4	6	5	4	3	7	62
Trespassing	0	0	1	0	0	0	0	0	0	1	0	0	2
Violation of a Court Order	0	0	2	1	1	1	1	0	1	0	0	0	7
Warrant - Other Dept Pickup	0	0	1	4	2	2	3	3	2	1	1	1	20
Warrant - Local	0	1	0	0	0	0	0	0	0	0	0	0	1
<b>Total</b>	<b>31</b>	<b>32</b>	<b>47</b>	<b>50</b>	<b>60</b>	<b>54</b>	<b>51</b>	<b>44</b>	<b>57</b>	<b>42</b>	<b>33</b>	<b>49</b>	<b>550</b>

**CASES by CFS CODES**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Administrative	0	0	1	1	0	2	1	0	0	2	2	0	9
Animal Complaint - All Other/Nuisance	0	0	0	1	0	1	0	0	0	0	0	0	2
Animal Complaints - Animal Neglect	0	0	0	0	0	0	0	0	0	0	0	1	1
Animal Complaints - Bite	0	0	0	0	1	0	1	0	0	0	0	0	2
Bail Jumping	1	0	1	1	0	0	0	0	0	1	0	1	5
Burglary - Forced Entry/Residence/Night	0	0	0	0	0	0	0	0	0	0	1	0	1
Burglary - No Forced Entry/Residence/Day	0	0	0	0	0	0	0	0	0	0	0	1	1
Burglary - No Forced Entry/Residence/Night	0	0	0	0	0	1	0	0	0	0	0	0	1
Burglary - No Forced	0	0	0	0	0	0	1	0	0	0	0	0	1
Carrying a Concealed Weapon	0	0	0	3	0	0	0	1	0	1	0	2	7
Cocaine - Possession	0	0	1	0	0	0	0	0	0	0	0	0	1
Contempt of Court	0	0	0	0	0	0	0	2	0	0	0	0	2
Criminal Damage to Property	0	0	0	0	1	0	0	1	0	0	0	0	2
Criminal Damage to Property - Private	0	0	0	0	0	1	0	0	0	0	1	0	2
Curfew	0	0	0	0	0	0	0	1	1	0	0	0	2
Death: Natural/Accidental	0	1	1	0	1	0	1	0	0	0	0	0	4
Death:Suicide	0	0	0	0	1	0	0	0	0	0	0	0	1
Disorderly Conduct	0	1	0	1	1	2	1	1	2	1	0	0	10
Disorderly Conduct - Simple Assault	0	0	0	1	1	0	0	0	0	0	0	0	2
Driving/Operating Under the Influence -	4	1	0	3	2	2	2	1	3	2	3	1	24
Forgery of Checks	1	0	0	0	0	0	0	0	0	0	0	0	1
Found/Recovered - Property	0	2	6	2	9	6	3	9	6	5	3	0	51
Fraud	0	0	0	0	0	0	0	1	1	0	0	0	2
Fraud - Identity Theft	0	1	0	1	1	1	0	0	2	0	1	2	9
Fraud - Illegal Use of a Credit Card	0	0	0	0	0	0	0	0	0	0	0	1	1
Fraud - Impersonate/Identity Theft	0	0	0	2	2	1	2	0	1	1	0	1	10
Fraud - Insufficient Funds Check	0	0	0	0	1	0	0	0	0	0	0	0	1
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Fraud - Swindle	0	0	0	0	1	0	0	0	0	0	0	1	2
Fraud - Telecommunications	0	0	0	0	0	0	1	0	0	0	0	0	1
Health or Safety	0	0	0	0	2	0	0	0	1	0	0	0	3
Hit and Run/Leaving the Scene of an	2	0	2	1	2	1	1	0	1	3	0	0	13
Indecent Exposure	0	0	0	0	0	1	0	0	0	0	0	0	1
Informational Report/All Other	8	11	1	4	7	1	10	3	6	2	2	2	57
Liquor - All Other	1	0	0	0	0	0	0	0	0	0	0	0	1
Lost/Missing - Property	0	0	0	0	0	0	0	0	1	0	0	0	1
Lost/Missing Person - Adult	0	0	0	0	0	0	0	0	1	0	0	0	1
Marijuana - Possession	3	1	4	6	5	1	1	2	0	4	3	4	34

Mental Observation/Emergency Detention	0	1	3	0	4	3	2	2	7	2	0	2	26
Mutual Aid	1	0	1	0	0	0	1	1	0	0	0	1	5
MV Accident-Fatal	0	0	0	0	0	0	0	1	0	0	0	0	1
MV Accident-Personal Injury	1	0	3	0	2	2	3	2	1	1	1	1	17
MV Accident-Property Damage Only	2	8	5	5	7	9	7	7	8	4	7	13	82
Obscene Material - Possession	0	0	0	0	1	0	1	0	0	0	0	0	2
Ordinance/Zoning Violation	0	0	1	0	0	1	1	0	1	0	0	2	6
Possess Stolen Property	0	0	0	0	0	0	0	0	0	0	1	0	1
Probation & Parole Hold	0	0	0	0	0	0	0	0	0	0	0	1	1
Probation Violation	0	0	0	0	0	1	0	0	0	0	0	0	1
Resisting an Officer - Simple Physical Assault	0	0	0	0	0	0	0	0	0	0	0	1	1
Sexual Assault	0	0	1	1	0	0	0	0	1	0	2	0	5
Simple Assault	0	0	0	0	1	0	1	0	0	0	0	0	2
Stolen Property	0	0	0	0	0	0	0	0	1	0	0	0	1
Suspicious Person	0	0	0	0	0	0	0	0	0	1	0	1	2
Suspicious Vehicle	0	0	1	1	0	2	0	0	0	0	0	0	4
Theft - All Others \$50-\$199	0	0	0	1	0	0	0	0	0	0	0	0	1
Theft - All Others <\$50	0	0	0	0	0	0	0	0	1	1	1	0	3
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Theft - All Others >=\$200	0	2	0	0	0	2	0	0	1	0	0	0	5
Theft - Auto Parts >=\$200	0	0	0	0	0	0	1	0	0	0	0	0	1
Theft - From Banking Type Institution >=\$200	0	0	0	0	0	0	0	0	0	1	1	0	2
Theft - From Building \$50-\$199	0	1	0	0	0	0	0	0	0	0	0	0	1
Theft - From Mail \$50-\$199	0	0	0	0	0	0	0	0	0	0	0	1	1
Theft - From Shipment >=\$200	0	0	0	0	0	0	1	0	0	0	0	1	2
Theft - From Yards <\$50	0	0	1	0	0	0	0	0	0	0	0	0	1
Theft - Retail \$50-\$199	0	0	0	0	0	2	0	0	1	2	0	0	5
Theft - Retail <\$50	0	0	0	2	3	0	0	0	1	0	0	0	6
Theft - Retail >=\$200	0	0	1	0	0	1	0	0	0	1	0	0	3
Theft - US Government Property >=\$200	0	0	0	0	0	0	0	0	0	1	0	0	1
Traffic Offense	7	1	9	8	1	7	4	6	5	4	3	7	62
Trespassing	0	0	1	0	0	0	0	0	0	1	0	0	2
Violation of a Court Order	0	0	2	1	1	1	1	0	1	0	0	0	7
Warrant - Other Dept Pickup	0	0	1	4	2	2	3	3	2	1	1	1	20
Warrant - Local	0	1	0	0	0	0	0	0	0	0	0	0	1
Total	31	32	47	50	60	54	51	44	57	42	33	49	550

# ELM GROVE EMS MONTHLY RUN REPORT

## REPORTING MONTH: DECEMBER 2025

### DEFINITION OF METRICS

- Calls for Service:** Total number of EMS calls.
- Chute Time:** Time from dispatch to ambulance leaving the station.
- Response Time:** Time from dispatch to ambulance on scene.
- Scene Time:** Time spent on scene.
- Dispatched to Call Closed:** Total time from dispatch to back in quarters.
- Man Hours:** Total time spent on calls by EMS personnel.

### SUMMARY OF METRICS

Metric	Monthly Average	Year-to-Date Average
Calls for Service	40	476
Average Chute Time	3:37	4:33
Average Response Time	7:03	9:44
Average Scene Time	22:01	22:55
Dispatched to Call Closed	55:11	54:42
Man Hours Spent on Calls	79:05	1171:29

### DISPOSITION (THIS MONTH)

Disposition Type	Number of Calls
Transported No Lights/Siren	21
Transported Lights/Siren	9
Patient Treated, Released	2
Patient Refused Evaluation/Care	3
Assist, Other	5

### HOSPITAL SELECTION (THIS MONTH)

Hospital	Number of Transports
Ascension Elmbrook	9
Froedtert Hospital	15
ProHealth Waukesha Memorial Hospital	3
West Allis Memorial Hospital	2
Children's Hospital	0
VA Medical Center	1
Froedtert Community - New Berlin	0
Other	0

**MUTUAL AID  
MUTUAL AID TO ANOTHER COMMUNITY**

<b>Community</b>	<b>Number of Calls</b>	<b>Number of Calls (YTD)</b>
Brookfield	2	14
Menomonee Falls	0	10
New Berlin	1	12
Pewaukee	0	2
Other	0	5

**MUTUAL AID FROM ANOTHER COMMUNITY**

<b>Community</b>	<b>Number of Calls</b>	<b>Number of Calls (YTD)</b>
City of Brookfield	2	15

## 2025 Elm Grove Statistics

		Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		Days	31	28	31	30	31	30	31	31	30	31	30	31
<u>Run Subs</u>	Number	3	4	8	4	4	7	12	34	25	26	13	16	
<u>Run Subs</u>	Hours	11	11.5	31	6	14	35.5	21.5	75	49.5	76	32.5	27.5	
<u>Avg Call Crew Size</u>	Overall	2.30	2.49	3.00	2.90	2.43	2.10	2.23	2.13	2.33	2.00	2.20	2.10	
<u>Avg Call Crew Size</u>	Day	2.35	2.54	3.27	2.15	2.56	2.24	2.44	2.56	2.35	2.00	2.22	2.04	
<u>Avg Call Crew Size</u>	Night	2.24	2.38	2.57	2.00	2.15	2.00	2.20	2.00	2.31	2.00	2.14	2.18	
Trainings:		1	0	2	1	1	1	1	1	1	1	1	1	
Total Attendance:		9	0	19	9	17	15	12	19	20	9	10	6	
Training Hrs		18	0	38	18	34	32	32.5	38	40	14	15	6	
<u>Total Shifts to Fill</u>		248	224	248	240	248	240	248	248	360*	372	360	372	
<u>Shifts Unfilled</u>		5	2	6	0	0	0	0	11	2	2	6	21	
<u>ALS Shifts to Fill</u>		124	112	124	120	124	120	124	124	180*	186	180	186	
<u>ALS Unfilled</u>		5	2	6	0	0	0	0	8	1	1	6	20	
<u>BLS Shifts to Fill</u>		124	112	124	120	124	120	124	124	180*	196	180	186	
<u>BLS Unfilled</u>		0	0	0	0	0	0	0	3	1	1	0	1	
<u>Total Pay</u>		34,106	30,836	34,214	31,740	32,672	31,568	32,577	32,330	39,867	35,262	32,946	31,588	

\*September was the first full month of 4 hour night shifts in lieu of 12



## Village of Elm Grove 2026-2027 Poll Worker Appointments

January 2026 Supplemental List

UA - Unaffiliated

	<b>Affiliation</b>	<b>Pollworker</b>
1	UA	John Allen
2	UA	Shevonne Anderson
3	UA	Russ Barcelona
4	UA	Joanne Clauser
5	UA	Arlene Danielson
6	UA	Nancy Fennell
7	UA	Shelby Hader
8	UA	Mary Kathleen (Kathy), Keenan
9	UA	Margaret (Margie) Kelley
10	UA	Rae Mayer
11	UA	Sandy Multerer
12	UA	Karen Steen
13	UA	Kristin Tory





# Memo

To: Board of Trustees  
From: Thomas Harrigan, Village Manager  
Date: January 23, 2026  
Re: Review of Agenda Items for January 27, 2026

---

1. **Review and act on the request from Elmbrook Humane Society to terminate the appointments of Humane Officers Starr Vigo #566 and Beth Blackwood #564 effective January 1, 2026. following the discontinuation of the Humane Officer Program.**

The Village has engaged Elmbrook Humane Society for services in 2026 under a new service model. The Village Board will need to take official action terminating previously issued Humane Officer appointments. The request is prompted by the discontinuation of the Humane Officer program by the Elmbrook Humane Society, effective January 1, 2026. Formal Board action is needed to ensure the appointments are properly rescinded within required timeframes and to maintain clear legal and administrative records regarding the status of those appointments.

2. **Review and act on the approval of the Urban Wildlife Damage Abatement and Control Agreement.**

The Village has officially been awarded the WDNR Urban Wildlife Damage Abatement and Control Grant to assist with the upcoming deer abatement effort. At this time, the Village Board must take action to accept the grant agreement.

Under the agreement, the Village is responsible for completing the approved urban wildlife damage abatement project in accordance with the scope and conditions approved by the DNR. The grant provides up to \$5,000 toward a total project budget of \$15,000, with the remaining \$10,000 funded by the Village. All project activities and eligible costs must occur within the two-year grant term, which runs through January 12, 2028. Grant funds are reimbursement-based and may only be used for eligible expenses.

I am requesting the Board of Trustees authorize the Village Manager to execute the grant agreement and administer the project in compliance with DNR requirements.

### **3. Update on the Underwood Creek Daylighting Bid Opening**

The bid opening for the Underwood Creek Daylighting construction will take place on Tuesday, January 27<sup>th</sup> at 1:30 p.m. I will have the bid tabulation prepared for review Tuesday evening.



December 22, 2025

Village of Elm Grove  
13600 Juneau Blvd  
Elm Grove, WI 53122

Dear Crystal Turner,

I am writing to request the termination of the Humane Officer appointments for Starr Vigo and myself, Beth Blackwood. Elmbrook Humane Society will be discontinuing Humane Officer services effective January 1, 2026.

Pursuant to Wisconsin Administrative Code ATCP 15.10(1), the appointing political subdivision is required to notify the Wisconsin Department of Agriculture, Trade and Consumer Protection in writing whenever a humane officer is appointed or terminated. This notification must be submitted within 30 days of the termination and must include the following information:

- The identity of the political subdivision
- The name and address of the humane officer
- The humane officer's certification number, if currently certified
- The date of termination

The termination notification should be sent to the following recipient:

Dr. Yvonne Bellay  
Animal Welfare Programs Manager, DATCP  
2811 Agriculture Drive  
PO Box 8911  
Madison, WI 53708

Please confirm once the termination notice has been sent to DATCP. If any additional information is needed from me to complete this process, I am happy to provide it.

Thank you for your assistance.

Beth Blackwood  
Animal Operations Director  
Elmbrook Humane Society

State of Wisconsin  
DEPARTMENT OF NATURAL RESOURCES  
101 S. Webster Street  
Box 7921  
Madison WI 53707-7921

Tony Evers, Governor  
Karen Hyun, Ph.D., Secretary  
Telephone 608-266-2621  
Toll Free 1-888-936-7463  
TTY Access via relay - 711



January 13, 2026

► **REQUIRES IMMEDIATE ACTION** ◀  
**Urban Wildlife Damage Abatement & Control**  
**Grant# UWDAC26-197**  
**Grant Amount: \$5,000.00**

TOM HARRIGAN, VILLAGE MANAGER  
VILLAGE OF ELM GROVE  
13600 JUNEAU BLVD  
ELM GROVE, WI 53122

Dear Mr. Harrigan:

Congratulations! On behalf of the Governor, we are pleased to forward to you a grant agreement for financial assistance for your Urban Wildlife Damage Abatement and Control project.

Please review the agreement and return a copy signed by the authorized official **within 30 days of this letter's date** to Wendy Soleska at the Bureau of Community Financial Assistance, 101 S Webster St, Madison, WI 53707 or [wendy.soleska@wisconsin.gov](mailto:wendy.soleska@wisconsin.gov) Your grant is not official until you have returned the signed copy. Please read the items checked below. They apply to your project and grant award.

**Grant Award Time Period: Date you sign the award agreement through January 12, 2028.** All project activities must occur within this time period to be eligible costs for reimbursement.

**Advance or Reimbursement Check:** Reimbursement claim forms and/or financial administration information can be found by going to the DNR Urban Wildlife Damage and Abatement Control grant web page: <http://dnr.wi.gov/Aid/UWDAC.html>

**Changes to the approved project scope** may not be made without prior approval from the Department.

Feel free to contact Wendy at [Wendy.Soleska@wisconsin.gov](mailto:Wendy.Soleska@wisconsin.gov) or by phone 608-852-1358, if you have any questions about your grant award or the reimbursement procedures.

Sincerely,

  
Jim Ritchie, Director  
Bureau of Community Financial Assistance

C: Wendy Soleska – CF/2

NOTICE: Personally identifiable information will be used to administer the grant and will not be used for other purposes. Information will be made accessible to requesters under Wisconsin's Open Records law (Sec. 19.39 Wis. Stats.).

<b>PROJECT SPONSOR</b> VILLAGE OF ELM GROVE	<b>Project Grant Number</b> UWDAC26-197
<b>Name of Program &amp; Plan/Project Title:</b> Urban Wildlife Damage Abatement and Control Grant Program	
Period Covered by This Agreement:  <i>Two years from the date of the PROJECT SPONSOR's signature of this agreement for an <u>urban wildlife project</u>.</i>	
<b>Project Scope and Estimated Costs</b>	
PLAN: Develop urban wildlife population control plan	<input type="checkbox"/>
PLAN: Monitor wildlife populations/establish estimates	<input type="checkbox"/>
PROJECT: Monitor wildlife populations/establish estimates	<input type="checkbox"/>
PROJECT: Remove deer using sharpshooters	<input checked="" type="checkbox"/>
PROJECT: Capture and translocate deer or geese	<input type="checkbox"/>
PROJECT: Implement managed hunts	<input type="checkbox"/>
PROJECT: Remove resident Canada geese	<input type="checkbox"/>
PROJECT: Perform health and tissue sampling	<input checked="" type="checkbox"/>
PROJECT: Process/distribute to charitable organization	<input checked="" type="checkbox"/>
PROJECT: Modify habitat	<input type="checkbox"/>
PROJECT: Implement other control/abatement practices	<input type="checkbox"/>
Total Estimated Plan and Project Costs	<b>\$15,000.00</b>
Grant Share	Available funding not to exceed 50% or \$5,000
<b>Total Grant Funding (not to exceed \$5,000)</b>	<b>\$5,000</b>
<b>Plan/Project Cost</b>	The following documents are hereby incorporated <b>into and made part of this agreement:</b>
Total Cost: \$ 15,000.00	1. Section 29.887, Wis. Statutes;
Fund Support: Available Funding Not to Exceed \$5,000	2. Chapter NR 50, Wis. Adm. Code;
State Grant Amount: \$ 5,000.00 <i>(not to exceed 5,000)</i>	3. Urban Wildlife Damage Abatement and Control Grant Application Form 2300-267 and attachments;
PROJECT SPONSOR Share: \$ 10,000.00	4. Urban Wildlife Damage Abatement and Control project approved by the Department on 12/10/2025.

**A. GENERAL CONDITIONS**

1. **PERFORMANCE.** The State of Wisconsin Department of Natural Resources (hereafter DEPARTMENT) and the VILLAGE OF ELM GROVE (hereafter PROJECT SPONSOR) mutually agree to perform this agreement in accordance with the Urban Wildlife Damage Abatement and Control Grant Program and with the project proposal, application, terms, promises, conditions, plans, specifications, estimates, procedures, maps, and assurances attached hereto and made a part hereof.
2. **INDEPENDENT CONTRACTOR.** The PROJECT SPONSOR is an independent contractor for all purposes, not an employee or agent of the DEPARTMENT.
3. **ENTIRE GRANT AGREEMENT.** This agreement, together with any referenced parts and attachments, shall constitute the entire agreement and previous communications or agreements pertaining to the subject matter of this agreement are hereby superseded.
4. **GRANT AGREEMENT AMENDMENTS.** Any cost adjustments must be made by a written amendment to this agreement, signed by both parties, prior to the expenditure of funds or the termination date of the agreement. Adjustments for time of performance or scope of work may be granted to the PROJECT SPONSOR by the DEPARTMENT in writing without the requirements of PROJECT SPONSOR's signature.
5. **SUSPENSION OF OBLIGATIONS.** Failure by the PROJECT SPONSOR to comply with the terms of this agreement shall not cause the suspension of all obligations of the DEPARTMENT hereunder if, in the judgment of the Secretary of the DEPARTMENT, such failure was due to no fault of the PROJECT SPONSOR. In such cases, any amount required to settle at minimum costs any irrevocable obligations properly incurred shall be eligible for assistance under this agreement, at the DEPARTMENT's discretion.

**B. The PROJECT SPONSOR agrees:**

- a. **OFFER ACCEPTANCE.** To notify the DEPARTMENT, in writing, of acceptance of this offer by delivering to the UWDAC Grant Manager one original agreement duly signed by the authorized representative. Once signed, the agreement is binding. **Return the signed agreement within 30 days of receipt.** Signed copy may be scanned and emailed.
- b. **DECLINING OFFER.** To notify the DEPARTMENT, in writing, of its decision to decline this offer of financial assistance at any time prior to the start of the project and before expending any funds. After the project has been started or funds expended, this agreement may be terminated, modified, or amended only by mutual agreement of both parties in writing.
- c. **EXECUTION OF AGREEMENT.** To execute the project described in the grant agreement in accordance with this agreement in consideration of the promises made by the DEPARTMENT herein.
- d. **APPLICABLE LAW.** To comply with all applicable Wisconsin Statutes and Wisconsin Administrative Codes in fulfilling the terms of this agreement.
- e. **BIDDING.** To comply with all applicable local and state contract and bidding requirements. The PROJECT SPONSOR should consult its legal counsel with questions concerning contracts and bidding.
- f. **ACCOUNTING AND FISCAL RECORDS; RECORDS RETENTION; ACCESS.** Accounting and fiscal records shall be maintained to reflect the receipt and expenditure of all funds used for this project. If an advance is provided, all grant funds shall be credited promptly upon receipt in a separate account. These funds shall be expended only for project costs. Accounts, documents, and records related to this project shall be retained by the PROJECT SPONSOR for a period of three (3) years following the end of this agreement. The PROJECT SPONSOR agrees to allow the DEPARTMENT access to these records upon request.
- g. **INDEMNIFICATION.** To save, hold harmless, defend, and indemnify the State of Wisconsin, the DEPARTMENT and all its officers, employees and agents, against any and all liability, claims and costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection

with or in any way incident to or arising out of the occupancy, use, service, operation or performance of work in connection with this agreement or omissions of PROJECT SPONSOR's employees, agents or representatives.

- h. **REPAYMENT; TERMINATION.** To reimburse the DEPARTMENT any and all funds the DEPARTMENT deems appropriate in the event the PROJECT SPONSOR fails to comply with the conditions of this agreement or project proposal as described or fails to provide public benefits as indicated in the project application, proposal description, or this agreement. In addition, should the PROJECT SPONSOR fail to comply with the conditions of this agreement, fail to progress due to nonappropriation of funds, or fail to progress with or complete the project to the satisfaction of the DEPARTMENT, all obligations of the DEPARTMENT under this agreement may be terminated, including further project cost payment. Upon notification of grant termination, any grant advance or payment not substantiated by documentation shall be immediately returned to the DEPARTMENT by the PROJECT SPONSOR.
- i. **NON-DISCRIMINATION.** In connection with the performance of work under this agreement, the PROJECT SPONSOR agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, disability, handicap, sex, physical condition, developmental disability as defined in s. 51.01(5), Wis. Status, sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The PROJECT SPONSOR further agrees to take affirmative action to ensure equal employment opportunities, as required by law. The PROJECT SPONSOR agrees to post in conspicuous places available, for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

**C. The DEPARTMENT agrees:**

- a. **ENCUMBRANCE AND PAYMENT.** In consideration of the covenants and agreements made by the PROJECT SPONSOR herein, to obligate for the PROJECT SPONSOR the amount listed as the State Aid Amount on the first page of this agreement and to tender to the PROJECT SPONSOR that portion of the obligation which is required to pay the DEPARTMENT's share of the costs based upon the state providing 50 percent of the eligible project costs not to exceed a maximum of \$5,000.00.
- b. **INDEPENDENT CONTRACTOR.** That the PROJECT SPONSOR shall have sole control of the method, hours worked, and time and manner of any performance under this agreement other than as specifically provided herein. The DEPARTMENT reserves the right only to inspect the job site or premises for the sole purpose of ensuring that the performance is progressing or has been completed in compliance with the agreement. The DEPARTMENT takes no responsibility of supervision or direction of the performance of the agreement to be performed by the PROJECT SPONSOR or the PROJECT SPONSOR's employees or agents. The DEPARTMENT further agrees that it will exercise no control over the selection and dismissal of the PROJECT SPONSOR's employees or agents.
- c. **ACCESS TO RECORDS.** To retain its right to examine all accounts, documents, and records of the PROJECT SPONSOR as they relate to this agreement.
- d. **TERMINATION.** To reserve its right to terminate this agreement for failure by the PROJECT SPONSOR to comply with any provision of this agreement.

**D. SPECIAL CONDITIONS**

- 1. The PROJECT SPONSOR agrees to comply with all applicable United States Fish and Wildlife regulations in fulfilling the terms of this agreement.
- 2. **The PROJECT SPONSOR agrees to file a final report with the Department along with its final reimbursement request upon plan and/or project completion.** Claims for payment must be submitted within one year of the project termination date.
- 3. Organizations shall comply with annual Single Audit requirement as specified in OMB Circular A-133 "Audit of States, Local Governments, and Non-Profit Organizations" and the Wisconsin State Single Audit Guidelines at

<http://doa.wi.gov/Divisions/Budget-And-Finance/Financial-Reporting> issued by the Wisconsin Department of Administration (DOA), State Controller's Office (SCO).

<input type="checkbox"/> Check here if you request advance payment of \$2,500.00
--

**VILLAGE OF ELM GROVE**  
**Urban Wildlife Damage Abatement and Control Project Number UWDAC26-197**  
**State Aid Amount: \$5,000.00**

STATE OF WISCONSIN  
DEPARTMENT OF NATURAL RESOURCES  
For the Secretary

1/13/2026  
\_\_\_\_\_  
Date

By Jim Ritchie  
Jim Ritchie, Director  
Community Financial Assistance

The person(s) signing for the Applicant represents both personally and as an agent of his or her principal that he or she is authorized to execute this agreement and bind his or her principal, either by a duly adopted resolution or otherwise. The parties hereto have executed this agreement as of the date entered below.

For the Applicant:  
VILLAGE OF ELM GROVE

\_\_\_\_\_  
Date

By \_\_\_\_\_  
TOM HARRIGAN  
VILLAGE MANAGER



Village of  
**Elm Grove**

**PLAN COMMISSION MEETING MINUTES**  
**Monday, January 5, 2026 \* 5:00 PM \* Court Room**

13600 Juneau Boulevard, Elm Grove, WI 53122

1/5/2026 - Minutes

**1. Roll call**

President Koleski called the meeting to order at 5:00 p.m.

**Present:**

- President Koleski
- Ms. Becker
- Mr. Cashin
- Mr. Fronberry
- Ms. Peter
- Ms. Stuckert
- Mr. Termuehlen (arrived at 5:02 p.m.)

**Absent:**

- None.

**Also Present:**

- Thomas Harrigan, Village Manager
- Ethan Sowl, Assistant Village Manager / Zoning & Planning Administrator

**2. Review and act on meeting minutes dated December 1, 2025**

Mr. Cashin made a motion to approve the minutes. Ms. Becker seconded. Motion passed 7-0.

**3. Interview Consultants for Integrated Comprehensive and Downtown Master Plan**

President Koleski stated that the Commission, as previously discussed, will be interviewing the three finalists this evening. Each consultant will have 20 minutes for their presentation, followed by a question-and-answer session with the Commission. Each commissioner is encouraged to ask one question per interview.

Studio gwa / Redevelopment Resources

Represented by Kristen Fish-Peterson and Dayna Sarver of Redevelopment Resources and Ashley Sarver, Aaron Halvorsen, and Michael Smith of Studio gwa, the consultant delivered a timed 20-minute presentation to the Commission.

Ms. Peter asked if the two consultant firms work together often. Fish-Peterson and A. Sarver stated that they frequently work together on projects similar to Elm Grove's, but also complete projects individually.

[Mr. Termuehlen, Ms. Stuckert, and Mr. Fronberry asked questions; however, the meeting recording did not pick their voices up.]

Ms. Becker asked how they have handled individuals who are resistant to redevelopment or the project at-large in past work. Fish-Peterson stated that they have used a PR firm in the past for a particularly controversial project, using a "diffuse and enthuse" strategy to address negative voices while also ensuring they feel included in the project. A. Sarver stated that, in these situations, it is also incumbent upon the consultant to adjust plan concepts if the community is unsupportive of it.

Mr. Cashin asked what they thought is unique about Elm Grove. Additionally, Cashin asked where there are areas of growth for the Village. A. Sarver stated that Elm Grove's natural beauty and old growth trees are impressive. Sarver observed that a section of the Village's downtown is very walkable with nice lighting, while the section west of the tracks is less walkable and is designed to make people feel closer to the street, albeit still probably inclusive of many great businesses.

President Koleski asked if the project team has had experience in making people determine priorities in the public engagement process, specifically utilizing nominal voting/scaling techniques. Fish-Peterson stated that she has facilitated an activity utilizing Monopoly money to encourage participants to place a dollar amount on their choices. D. Sarver stated that she has found that including an open-ended "Other" question in online surveys encourages respondents to provide quantifiable anecdotal data.

#### RINKA / MSA

Represented by Eric Mayne of RINKA and Stephen Tremlett, Brian Wiedenfeld, and Morgan Shapiro of MSA, the consultant delivered a timed 20-minute presentation to the Commission.

Mr. Fronberry asked how the project team handles change throughout a planning process. Tremlett stated that it is about listening to property owners and constituents and hearing what their direction is to identify strategies to help the community thrive.

Ms. Becker stated that the visuals provided in the proposal and presentation are lovely, emphasizing branding is an important aspect of a successful plan. Becker shared her concern that the two consultants have not worked together in the past, asking how responsibilities would be divided amongst both groups. Mayne responded that RINKA would be primarily responsible for the downtown plan, with MSA leading the comprehensive plan. Becker asserted the importance that the downtown plan be naturally embedded within the overall comprehensive plan. Mayne stated that it is to the Village's benefit having two teams of experts working on this project. Mayne stated that the comprehensive plan will launch earlier, particularly to gather important data. However, Mayne ensured that the two plans will be on parallel tracks. Tremlett emphasized the importance of the project work group, described in detail in the proposal, which will ensure both plans are working in concert.

Mr. Cashin asked if the project team has had any initial thoughts on improving pedestrian and vehicular traffic flow in the downtown. Mayne stated that the Daylighting project will create a buffer along the tracks for improved traffic flow opportunities.

Ms. Peter asked Mayne how he would answer the question, "what would you do with Elm Grove next?" Mayne stated that there could be more placemaking-type destinations within the downtown.

Mr. Termuehlen stated that Elm Grove is largely built out, emphasizing the importance of engaging with property owners within the downtown to achieve community goals. Termuehlen asked what strategies the project team would suggest in aligning downtown property owners with the Village's vision, particularly if they don't share in that vision. Mayne stated that aligning with existing landowners in an effort to help them better understand the benefits to their interests in addition to community benefits is important. Tremlett stated that identifying low-hanging fruit opportunities for redevelopment or enhancement of the downtown is important at the outset to gather buy-in from surrounding property owners.

Ms. Stuckert stated that public survey issued as part of the 2019 downtown planning effort asked residents what amenities and types of development they would like to see. However, some of the answers ended up including lengthy, unrealistic wish lists of items without an understanding of their market feasibility. Stuckert asked how the project team would ask the right questions so as not to repeat the past. Shapiro, who would be responsible for developing the survey questions, stated that achieving a more holistic understanding of what residents love about

Elm Grove is important. Understanding why residents choose to live in the community, what they think about the schools, parks, and other community resources is important in informing their preferences on economic development within the downtown.

President Koleski asked how the project team would look at the downtown from massing standpoint; what have other communities of Elm Grove's size done to retain, attract, and repurpose? Tremlett stated that it is important to identify a small, but catalytic site to reinvigorate the downtown. Tremlett stated that the Village should also continue to invest in the downtown, including in pathways or sidewalks to make it more walkable.

### Vandewalle & Associates

Represented by Jackie Minch, Meredith Perks, and Jeff Maloney, the consultant delivered a timed 20-minute presentation to the Commission.

Ms. Peter asked if the project team has any ideas or suggestions for parking within the downtown. Minch emphasized the importance of on-street parking policies, specifically including time limits. Additionally, encouraging joint parking within the downtown is another strategy.

Mr. Termuehlen stated that many property owners within the downtown have their own parking arrangements with nearby properties, but that there is not always a rhyme-or-reason to it when viewing the downtown as a whole. Termuehlen asked how the project team would suggest engaging with property owners to address this issue. Maloney suggested some sort of Village participation in reviewing the right-of-way to evaluate on-street parking opportunities. Maloney also suggested providing some restrung design recommendations to property owners to help them see the benefits of different arrangements.

Ms. Stuckert stated that public survey issued as part of the 2019 downtown planning effort asked residents what amenities and types of development they would like to see. However, some of the answers ended up including lengthy, unrealistic wish lists of items without an understanding of their market feasibility. Stuckert asked how the project team would ask the right questions so as not to repeat the past. Maloney stated that survey questions should be framed to help residents understand that their desires for the downtown may require certain types of other development to be realistic.

Mr. Fronberry asked if the project team had any suggestions for potential improvements along Watertown Plank Road. Maloney stated that pedestrian walkway/pathway improvements to the downtown would be helpful. Maloney stated that, ultimately, it would depend on how aggressive the Village wants to be in pursuing development/redevelopment.

Ms. Becker asked how the project team handles opposition to elements of proposed plans in an effort to preserve public trust in the process. Minch stated that, ultimately, the plan is the Village's, not Vandewalle's. Maloney stated that you have to take extra care with people and talk to them about plan elements facing opposition, ensuring everyone is on the same page as to its meaning. Maloney stated that, sometimes, misunderstandings are what creates opposition. Minch stated that they are also not afraid to scale back recommendations while ensuring key plan elements that are important to the community remain.

Mr. Cashin stated that he like their comment of approaching the downtown plan as a refresh or refresh-plus. Cashin asked them to elaborate on how this may apply to Elm Grove. Minch stated that identifying uses that the community would like to attract downtown and what the appetite is for downtown gathering spaces/plazas and providing renderings/visuals of proposed examples. Maloney suggested that an inventory of existing buildings may be helpful to identify opportunities for adaptive reuse, redevelopment and other improvements.

President Koleski stated that he is a very visual person and asked how the project team plans to help the community visualize what is being proposed as part of this planning process. Maloney stated that most of the visuals Vandewalle creates are drawn by hand at a sketch level. This is done purposefully so as not to get the community stuck on specific design details such as facade materials and colors, etc. However, Maloney stressed the importance that visuals identify preferred height, massing, building location, building orientation, and parking.

President Koleski asked how the project team plans to manage those opposed to the project or the "loud voices." Maloney stated that having side conversations with those individuals is important, communicating to them that the purpose of the plan is to communicate to the development community what is acceptable to the Elm Grove community. This is the opportunity to express the community's vision, not as much as when an active development proposal is being considered.

### Review of Proposals

President Koleski asked if Trustee Olson, who was in the audience, would like to share his thoughts on the interviews. Olson responded to the concerns surrounding RINKA and MSA's lack of experience working together in the past, recalling his own personal experience in responding to these types of RFPs. Olson stated that choosing the most strategic partner to complete the project at hand is the way these consultants approach collaboration; they are not as concerned about not having worked together in the past.

Olson thought all three consultants did a good job interviewing this evening and that he thought the Vandewalle team did the best job of tailoring their proposal and presentation to Elm Grove.

President Koleski asked if Trustee Schindler, who was in the audience via Zoom during the presentation, would like to share his thoughts. Schindler thought that all consultants interviewed well, but that Studio gwa stuck out the most to him.

President Koleski asked if the Commissioners had thoughts on which consultant they would like to recommend to the Board of Trustees.

Ms. Peter stated that she is particularly sensitive to the Village's working relationship with Vandewalle, having completed the CORP in 2025. However, Peter stated that each firm is well qualified to complete the project. Mr. Termuehlen agreed.

Ms. Stuckert agreed that all three consultants are well qualified to complete the project; however, she would prefer the Village select Studio gwa.

President Koleski expressed some concern on Vandewalle's distinction between the CORP and the comprehensive and downtown master plan. Koleski emphasized that the downtown plan is the truly important element to this effort.

Ms. Becker agreed that all three consultants presented well and that the margins between each are thin. However, Becker still rated Vandewalle the highest.

**Mr. Cashin made a motion to recommend the selection of Vandewalle & Associates to complete the Integrated Comprehensive and Downtown Master Plan with the Village to the Board of Trustees. Ms. Peter seconded. Motion passed 7-0.**

#### 4. **Other Business.**

None.

#### 5. **Adjournment.**

Mr. Cashin made a motion to adjourn. Mr. Fronberry seconded. Meeting adjourned at 8:39 p.m.



Village of  
**Elm Grove**



PROPOSAL FOR:  
VILLAGE OF ELM GROVE  
**INTEGRATED COMPREHENSIVE &  
DOWNTOWN MASTER PLAN**

NOVEMBER 3, 2025



**VANDEWALLE &  
ASSOCIATES INC.**  
Shaping places, shaping change

**Primary Contact:** Meredith Perks, Project Manager | C: 574.904.3119 | Email: [mperks@vandewalle.com](mailto:mperks@vandewalle.com)

**Principal-in-Charge:** Jackie Mich, AICP | C: 608.772.0132 | Email: [jmich@vandewalle.com](mailto:jmich@vandewalle.com)

**Milwaukee Office:** 247 Freshwater Way, Milwaukee, WI 53204 | P: 414.988.8631

**Madison Office:** 120 E. Lakeside St. Madison, WI 53715 | P: 608.255.3988 F: 608.255.0814 | [vandewalle.com](http://vandewalle.com)

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## BUSINESS IDENTIFICATION AND CONTACTS

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(608) 255-3988 Phone  
Website: [www.vandewalle.com](http://www.vandewalle.com)

### Project Manager

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### Principal-In-Charge

Jackie Mich, AICP | [jmich@vandewalle.com](mailto:jmich@vandewalle.com) | P: 608.772.0132

### Milwaukee office:

247 Freshwater Way  
Milwaukee, WI 53204  
(414) 988-8631 Phone



# COVER LETTER

Ethan Sowl, Assistant Village Manager / Zoning and Planning Administrator  
Village of Elm Grove | 13600 Juneau Blvd | Elm Grove, WI 53122  
esowl@elmgrovewi.org

RFP Response: Village of Elm Grove Integrated Comprehensive and Downtown Master Plan

Dear Mr. Sowl:

Vandewalle & Associates is pleased to submit our proposal for the Village of Elm Grove's Integrated Comprehensive and Downtown Master Plan. Our firm's recent work with the Village completing the 2025 Comprehensive Outdoor Recreation Plan (CORP), has reintroduced us to the Village's vibrant culture of community spirit, engagement, and commitment to its residents. We are excited about the opportunity to partner with the Village in shaping a forward-looking, community-driven vision that builds upon the strong foundation of the 2007 Comprehensive Plan while addressing important emerging priorities and opportunities. The RFP already highlights the pragmatic yet impactful approach to planning that the Village is taking by creating a modern, streamlined Comprehensive Plan appropriate for a built-out, primarily residential community, while focusing and investing in value-added elements like the Downtown Master Plan, land use, housing, and transportation chapters.

Our team brings deep expertise in municipal planning, community engagement, and downtown revitalization. We have completed both Comprehensive Plans and Downtown Master Plans and we prioritize implementable plans and market-based strategies as well as a planning process that integrates broad community input and vision. We understand that in some cases the greatest recommendation for a community like Elm Grove is to maintain and preserve what makes it great rather than focusing on growth strategies that do not align with Village's values and desires.

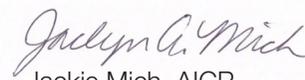
We understand Elm Grove's unique character as a built-out, high-quality residential community with a vibrant downtown core. As outlined in our proposal and Project Understanding graphic, our approach is tailored to the Village's scale, values, and budget-conscious priorities, and we are committed to delivering a streamlined, visually engaging, and actionable plan that supports both public and private investment.

We appreciate the Village's emphasis on clarity, inclusivity, and strategic alignment with existing initiatives such as the CORP and building on past initiatives like the Downtown Design Guidelines. Our proposal outlines a 12-month work plan that integrates statutory requirements with a context-sensitive Downtown Master Plan, ensuring that the final product is both compliant and visionary.

Thank you for considering our proposal. We look forward to the opportunity to collaborate with the Village of Elm Grove and contribute to its continued success.

Sincerely,

  
Meredith Perks  
Project Manager

  
Jackie Mich, AICP  
Principal-in-Charge

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# Project Understanding

Elm Grove, Wisconsin

## Legend

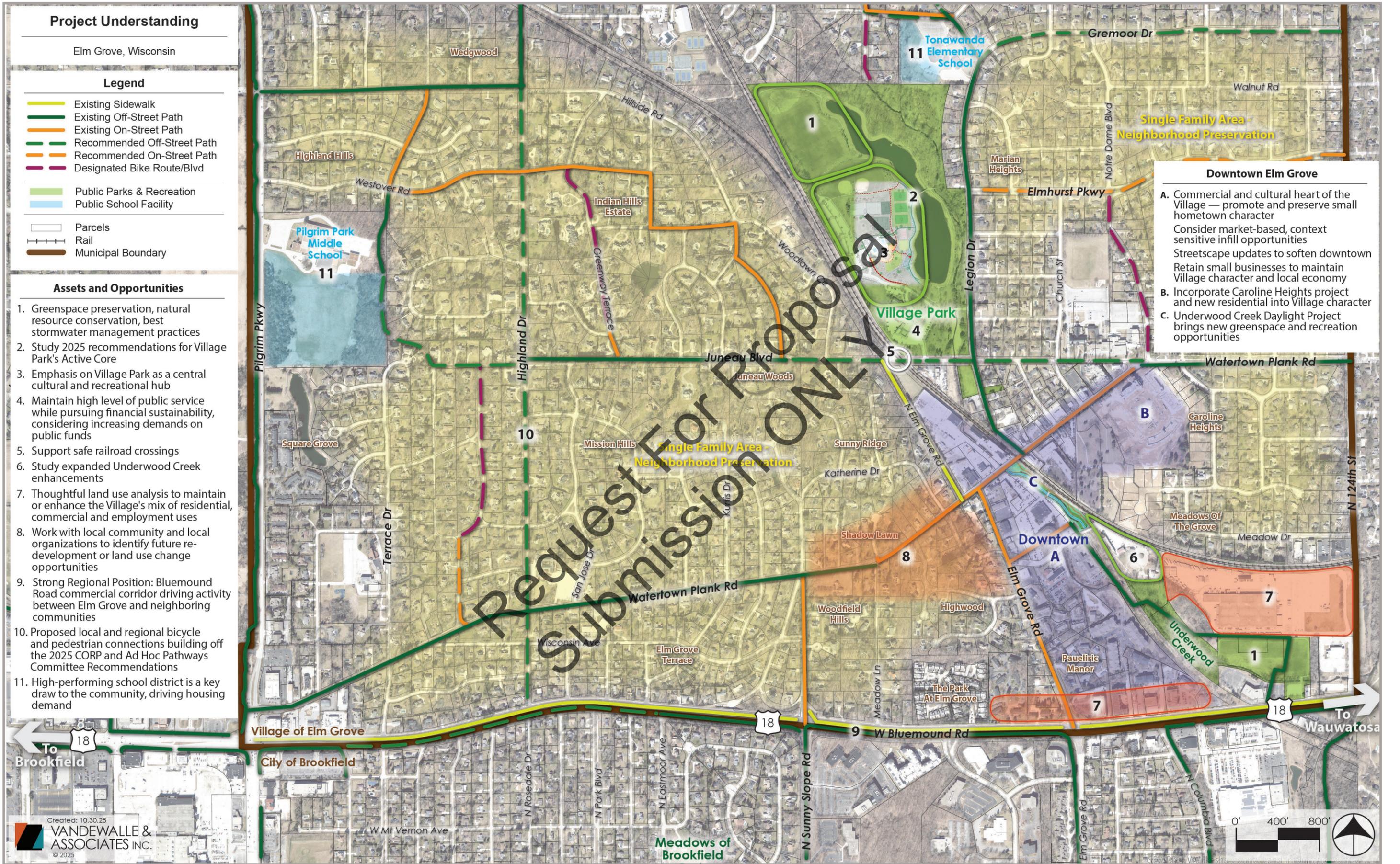
- Existing Sidewalk
  - Existing Off-Street Path
  - Existing On-Street Path
  - Recommended Off-Street Path
  - Recommended On-Street Path
  - Designated Bike Route/Blvd
- 
- Public Parks & Recreation
  - Public School Facility
- 
- Parcels
  - Rail
  - Municipal Boundary

## Assets and Opportunities

1. Greenspace preservation, natural resource conservation, best stormwater management practices
2. Study 2025 recommendations for Village Park's Active Core
3. Emphasis on Village Park as a central cultural and recreational hub
4. Maintain high level of public service while pursuing financial sustainability, considering increasing demands on public funds
5. Support safe railroad crossings
6. Study expanded Underwood Creek enhancements
7. Thoughtful land use analysis to maintain or enhance the Village's mix of residential, commercial and employment uses
8. Work with local community and local organizations to identify future re-development or land use change opportunities
9. Strong Regional Position: Bluemound Road commercial corridor driving activity between Elm Grove and neighboring communities
10. Proposed local and regional bicycle and pedestrian connections building off the 2025 CORP and Ad Hoc Pathways Committee Recommendations
11. High-performing school district is a key draw to the community, driving housing demand

## Downtown Elm Grove

- A.** Commercial and cultural heart of the Village — promote and preserve small hometown character  
Consider market-based, context sensitive infill opportunities  
Streetscape updates to soften downtown  
Retain small businesses to maintain Village character and local economy
- B.** Incorporate Caroline Heights project and new residential into Village character
- C.** Underwood Creek Daylight Project brings new greenspace and recreation opportunities



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# PROJECT UNDERSTANDING

As a landlocked, primarily residential community, we understand the importance and necessity of future-oriented planning that is pragmatic in addressing the priorities and evolving needs of the communities, complies with state statutes but does not spend excessive resources on less relevant elements, and is visionary in the areas that can enhance the Village while celebrating and preserving its community character. We pride ourselves on creating plans that offer a vision for the future that is dynamic, yet achievable, through the development of strategy-based action items that are grounded in implementation and market realities.

As described below and illustrated in the Understanding Graphic, we understand the key objectives and challenges with this integrated Comprehensive Plan and Downtown Master Plan. Our custom approach, as highlighted in our past experience, scope of work, and planning process, will help the Village not only meet, but exceed the desired outcomes outlined in this RFP. In putting this proposal together, we have drawn on our deep familiarity with the community to develop a thorough and unique proposal tailored to Elm Grove's specific needs.



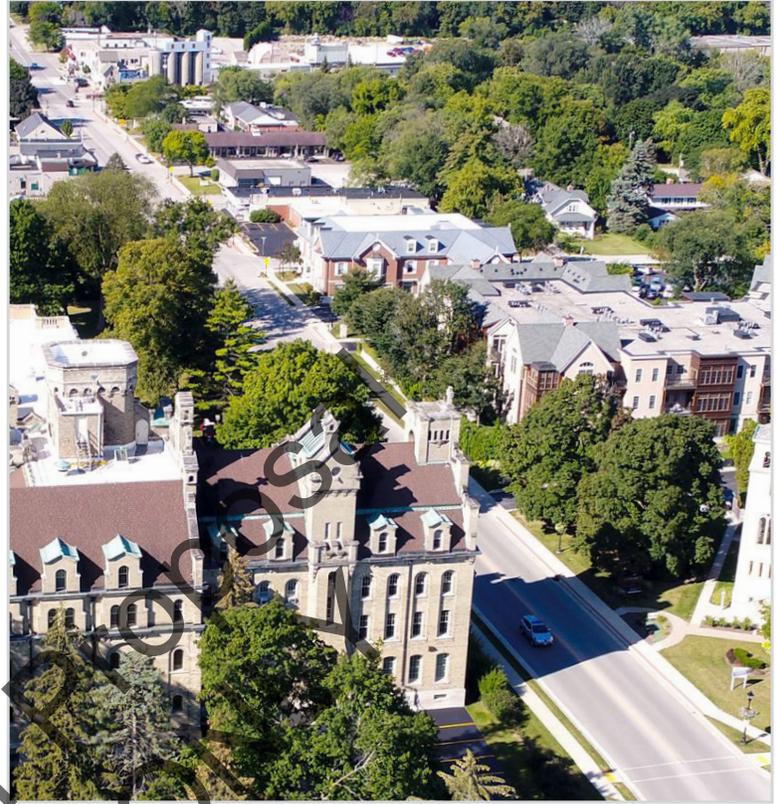
## Key Project Objectives:

- Build upon the 2007 Comprehensive Plan's enduring principles to create an integrated Comprehensive Plan that meets statutory compliance while being realistic regarding Elm Grove's size, character, and context.
- Align land use, infrastructure, and Downtown strategies with the CORP and other Village initiatives as well as with publicly informed community priorities.
- Address emerging challenges such as service equity, housing pressures, and Downtown turnover in light of regional and national economic and regulatory forces and trends.
- Integrate a Downtown Master Plan with strategies that support small business retention and enhance Downtown's role as a cultural and economic hub, creating a document that not only fits in the Comprehensive Plan but serves as a stand-alone master plan.
- Develop an integrated Plan that guides implementation and investment in the Village, recommending phased and actionable steps that pursue a market-based solution.

# PROJECT UNDERSTANDING

## Key Challenges:

- **Built-Out Environment:** Limited space for expansion requires creative infill and redevelopment strategies that preserve character without stagnating progress.
- **Downtown Dynamics:** Modest in size but central to community identity, Downtown needs proactive planning grounded in market realities to balance growth and maintain vibrancy.
- **Infrastructure Equity:** Expansion of municipal services must be balanced with fiscal and logistical constraints, including managing impacts on volunteer and on call services like EMT and fire. Consider innovate partnership opportunities to maximize resources, manpower, and impact.
- **Community Engagement:** Facilitate diverse stakeholders to achieve high civic involvement through inclusive and cost-effective outreach.



## Integrated Project Schedule Overview:



# PROJECT UNDERSTANDING

## Vandewalle & Associates Expertise and Efficiency

Our team does not employ one-size-fits-all solutions. The Vandewalle & Associates team consists of seasoned experts matched with young talent that will approach this integrated project from a unique position as true “regional thinkers” who have crafted strategies, influenced development, hosted big ideas and plans, and implemented visionary work at a variety of levels throughout Wisconsin and across the Midwest. We will utilize this proven approach and local knowledge and apply it to the specific tasks as outlined in the RFP and as described in our scope of work.

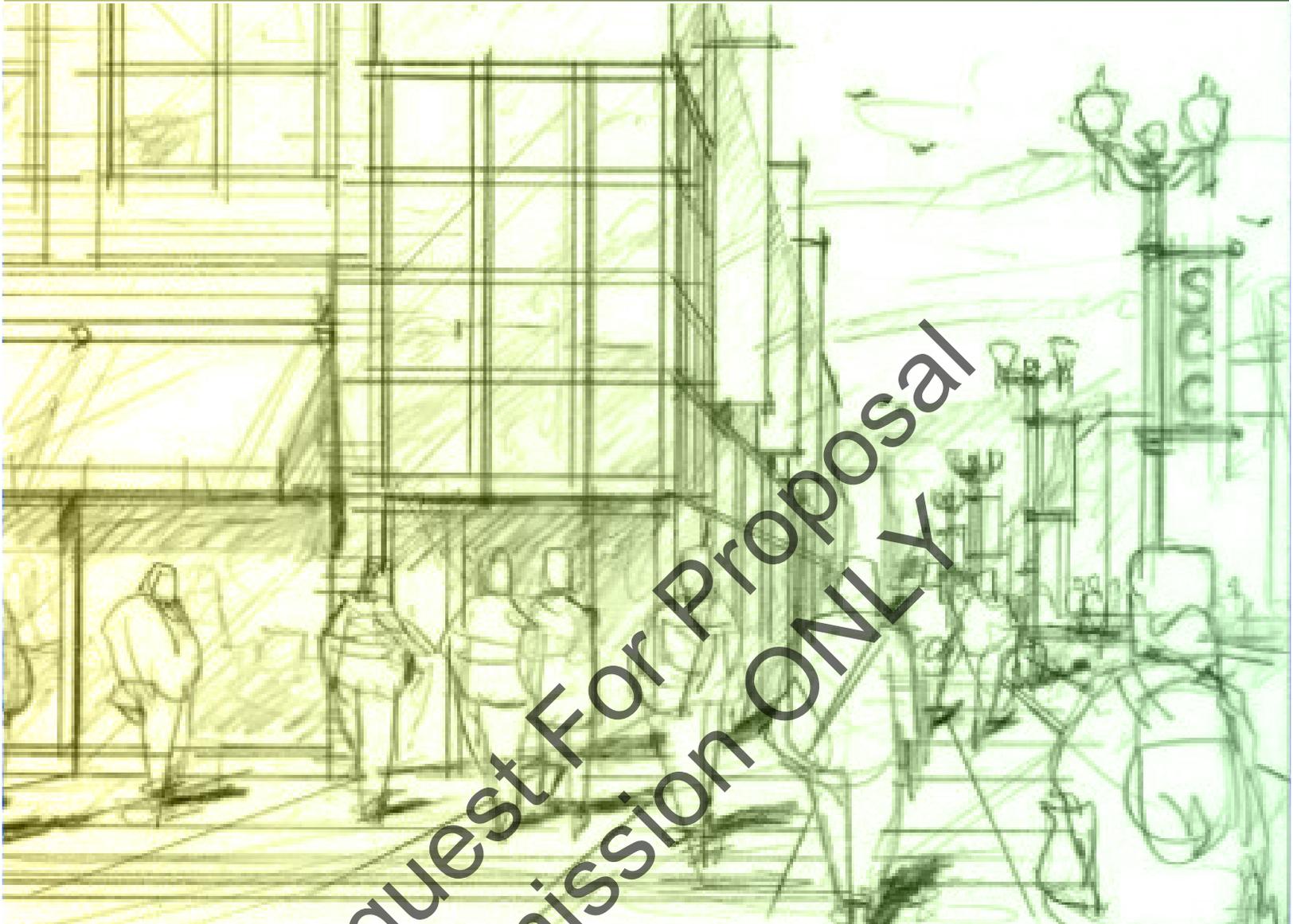
To meet the Village’s goals and the challenges presented by this project, we will bring:

- **Proven success in comprehensive and downtown planning** for communities of similar size and complexity.
- **Familiarity with Wisconsin** planning statutes and local governance.
- **An integrated and combined planning processes**, including leveraging opportunities to combine data and existing conditions analysis, mapping, and public participation events, to provide an efficient and cost-effective process.
- **A thoughtful, inclusive, dynamic, and accessible public engagement strategy** that centers resident’s and business owners’ experiences and aspirations for the future to develop a grounding vision for the plan and inform recommendations and desired outcomes.
- **Experience working with a variety of clients and stakeholders**, including community residents, elected officials, department heads, subject matter experts, developers, real estate professionals and more, to develop actionable, market-based recommendations.
- **A collaborative, transparent project management style** that collaborates with Village staff through regular updates and clear project milestones.
- A core team with **designated project management and leadership** that provides consistent client management but also brings deep bench of expertise through other team members.
- A **commitment to cost control and responsiveness** to scope adjustments throughout the planning process.
- Experience with project and plan implementation that drives our **commitment to creating a plan focused on achievable actions and strategies**.



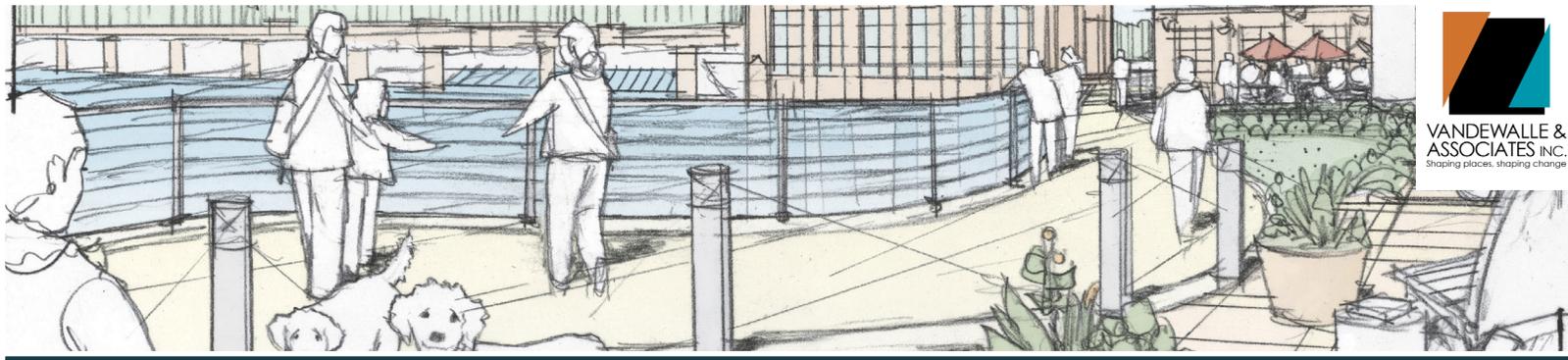
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RELEVANT PROJECT EXPERIENCE



## V&A: FIRM BACKGROUND

### VISION-DRIVEN PLANNING FOR PEOPLE, PLACE, AND PROSPERITY

Vandewalle & Associates is a collection of passionate professionals with expertise in disciplines that converge to best impact change and make places work better for people.

Established in 1976, V&A has been a Midwest leader in community planning, zoning, public participation, place-based analysis, economic strategies, visioning, and implementation for more than 40 years. We work in partnership with our clients to identify core, place-based opportunities and translate them into strategic plans, innovative projects, and custom regulations.

Vandewalle & Associates stands as a premier leader in Wisconsin for delivering exceptional, cost-effective municipal planning services tailored to the unique needs of each community we serve. Our municipal planning practice is built on a foundation of deep expertise, proven experience, and a commitment to providing customized teams and solutions that directly address our clients' evolving challenges. Our approach to municipal planning is comprehensive and collaborative. Having served many communities as their trusted on-call planner for years – even decades – we offer unmatched consistency, institutional knowledge, and a genuine connection to the local context. This long-term presence allows us to deliver high-quality, responsive service that truly understands community priorities. Please visit our website for more information on our firm: [www.vandewalle.com](http://www.vandewalle.com).



2 offices  
40+ years

#### ► **Who we are:**

Transforming places, shaping communities, building economies, and creating lasting impact since 1976

#### ► **Areas of Expertise:**

- Community planning & zoning
- Comprehensive planning
- Downtown + Corridor planning
- Park & open space facility planning
- Land use & neighborhood design
- Intergovernmental relations & grant assistance
- Economic strategy & market analysis
- Asset, demographic & economic data analysis
- Redevelopment, design & architecture
- Marketing, branding & real estate
- Public-private partnerships

#### ► **Our Approach:**

Collaborative partnerships to identify place-based opportunities, delivering strategic plans, innovative projects, and customized regulations

#### ► **Leadership:**

Over 40 years as a Midwest leader in community planning, public participation, economic strategies, and implementation

#### ► **Website:**

Visit our website at [vandewalle.com](http://vandewalle.com) to see some of our highlighted projects



## VANDEWALLE & ASSOCIATES: WHAT SETS US APART

At Vandewalle & Associates, we bring a unique blend of vision, expertise, and hands-on experience to every project. Our approach goes beyond planning—we create strategies that are deeply rooted in community engagement, design innovation, and actionable results. Here's why communities trust us:

- **Extensive Regional Experience:** Proven track record across a wide range of communities—from small townships to major urban centers throughout Wisconsin, Illinois, and Indiana.
- **Integrated Planning Approach:** Combines comprehensive planning with targeted downtown revitalization strategies, scenario planning, and economic development analysis.
- **Public Engagement Expertise:** Robust, inclusive public involvement strategies including workshops, surveys, stakeholder interviews, and bilingual materials.
- **Visionary Yet Actionable Plans:** Plans are not only forward-thinking but also include clear implementation strategies, timelines, and measurable outcomes.
- **Design-Driven Solutions:** Use of conceptual renderings, urban design analysis, and visual storytelling to communicate ideas and inspire community support.
- **Multidisciplinary Team:** Expertise in planning, urban design, economic development, sustainability, and community engagement.
- **Follow-Through and Continuity:** Many projects lead to follow-up plans and implementation efforts, demonstrating long-term commitment and results.

### ► *Relevant Experience Highlights:*

- **City of Beloit:** Comprehensive Plan with 12 public engagement events and bilingual outreach; led to a follow-up corridor plan.
- **City of Altoona:** Integrated Comprehensive and East Neighborhood Plan with a focus on equity, sustainability, and climate action.
- **City of Glendale:** Comprehensive Plan for a built-out inner-ring suburb, followed by a Bicycle and Pedestrian Plan.
- **City of Marshfield:** Downtown redevelopment vision including adaptive reuse, housing, and public realm improvements.
- **Village of Slinger:** Downtown Vision and Strategy with catalytic site planning and public realm enhancements.
- **City of Stevens Point:** Downtown and Division Street Master Plans focused on redevelopment, placemaking, and connectivity.
- **Village of Kewaskum:** Downtown Revitalization Plan addressing brownfields, zoning, and redevelopment opportunities.

# COMPREHENSIVE PLANNING EXPERIENCE

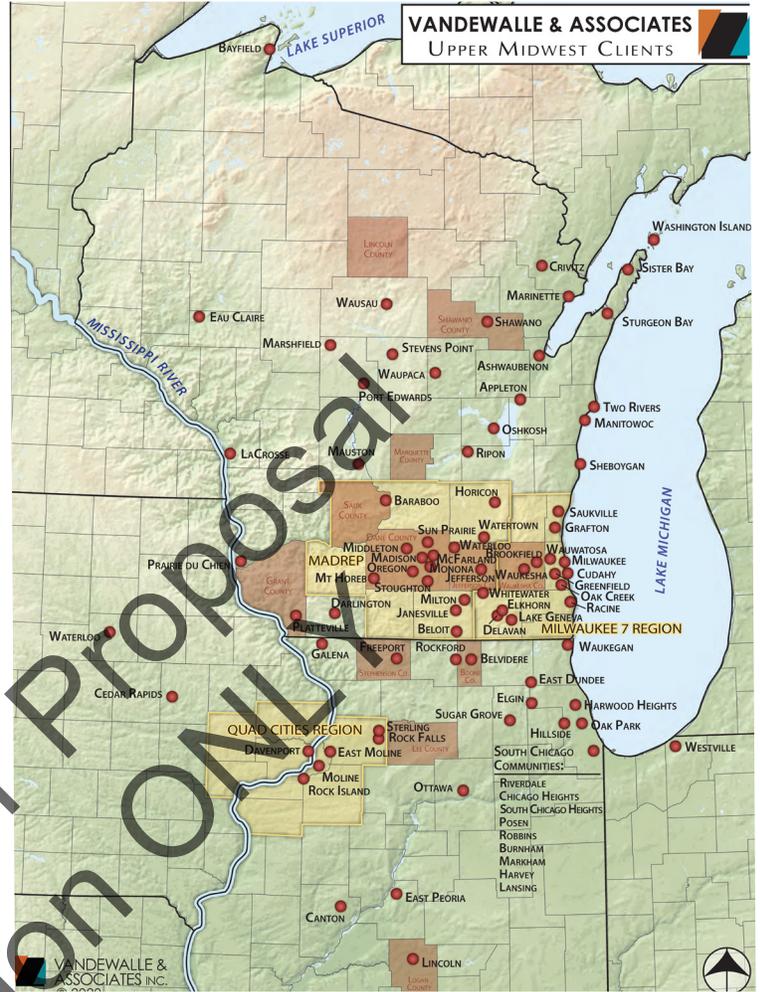
## VISIONARY, INNOVATIVE, ACTIONABLE PLANS

We have experience ranging from small townships to some of the most densely populated cities in the Midwest.

Below is a map of Vandewalle & Associates' client communities and a list of our past comprehensive planning clients.

### Comprehensive Plans

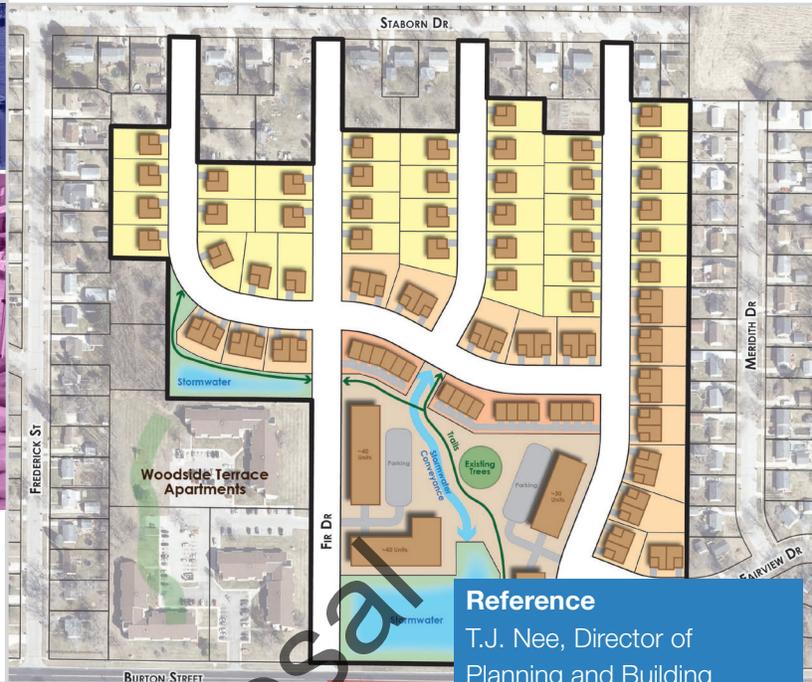
- |                              |                              |
|------------------------------|------------------------------|
| Town of Almon, WI            | Town of Harding, WI          |
| City of Altoona, WI          | Town of Harris, WI           |
| Town of Angelica, WI         | Town of Harrison, WI         |
| Town of Aztalan, WI          | Town of Herman, WI           |
| City of Baraboo, WI          | City of Horicon, WI          |
| Village of Bayside, WI       | Town of Hutchins, WI         |
| Town of Belle Plaine, WI     | City of Janesville, WI       |
| City of Beloit, WI           | City of Jefferson, WI        |
| City of Berlin, WI           | Village of Johnson Creek, WI |
| Town of Berry, WI            | City of Juneau, WI           |
| Town of Birnamwood, WI       | Town of King, WI             |
| Village of Bowler, WI        | City of La Crosse, WI        |
| Town of Bradley, WI          | City of Lake Geneva, WI      |
| City of Brookfield, WI       | City of Lake Mills, WI       |
| Village of Brooklyn, WI      | Lincoln County, WI           |
| Town of Caledonia, WI        | Town of Lowville, WI         |
| Village of Cecil, WI         | City of Manitowoc, WI        |
| Town of Cedarburg, WI        | Town of Maple Grove, WI      |
| Village of Clinton, WI       | Marquette County, WI         |
| Town of Corning, WI          | City of Mauston, WI          |
| Village of Cottage Grove, WI | Town of Mazomanie, WI        |
| Village of Cross Plains, WI  | Village of McFarland, WI     |
| Town of Crystal Lake, WI     | Town of Menasha, WI          |
| City of Cudahy, WI           | City of Merrill, WI          |
| Town of Dane, WI             | Town of Merrimac, WI         |
| Village of Darien, WI        | City of Milton, WI           |
| City of Darlington, WI       | City of Montello, WI         |
| Town of Deerfield, WI        | Town of Montello, WI         |
| Village of Deerfield, WI     | Town of Morris, WI           |
| Village of DeForest, WI      | Town of Moundville, WI       |
| Town of Dekorra, WI          | Town of Navarino, WI         |
| City of Delavan, WI          | Village of Neshkoro, WI      |
| Town of Douglas, WI          | Village of Newburg, WI       |
| City of Edgerton, WI         | Town of Newton, WI           |
| Village of Eland, WI         | City of Oak Creek, WI        |
| Village of Endeavor, WI      | City of Oconomowoc, WI       |
| City of Fitchburg, WI        | Town of Oregon, WI           |
| Village of Fontana, WI       | Village of Oregon, WI        |
| City of Fort Atkinson, WI    | Town of Oxford, WI           |
| Town of Germania, WI         | Town of Packwaukee, WI       |
| Town of Grant, WI            | Village of Paddock Lake, WI  |
| City of Greenfield, WI       | Town of Pella, WI            |
| Hancock County, IN           |                              |



- |                               |                                 |
|-------------------------------|---------------------------------|
| Town of Pine River, WI        | Village of Tigerton, WI         |
| City of Plymouth, WI          | City of Tomah, WI               |
| Village of Poynette, WI       | Town of Tomahawk, WI            |
| City of Prairie du Chien, WI  | Town of Vienna, WI              |
| Town of Prairie du Sac, WI    | Village of Walworth, WI         |
| Village of Prairie du Sac, WI | Town of Washington, WI          |
| Town of Red Springs, WI       | City of Waterloo, WI            |
| City of Reedsburg, WI         | City of Watertown, WI           |
| Town of Rock, WI              | Town of Waukechon, WI           |
| Town of Roxbury, WI           | City of Waukesha, WI            |
| Town of Russell, WI           | Village of Waunakee, WI         |
| Village of Sauk City, WI      | City of Wauwatosa, WI           |
| Town of Schley, WI            | Village of Westfield, WI        |
| Town of Seneca, WI            | Town of Westport, WI            |
| Shawano County, WI            | City of Whitewater, WI          |
| City of Shawano, WI           | Village of Williams Bay, WI     |
| City of Sheboygan, WI         | Town of Wilson, WI              |
| Village of Sherwood, WI       | Town of Windsor, WI             |
| Town of Shields, WI           | Town of Wittenberg, WI          |
| Town of Skanawan, WI          | Village of Wittenberg, WI       |
| Village of Slinger, WI        | Boone County, IL                |
| Town of Somo, WI              | Harwood Heights, Village of, IL |
| Town of Springfield, WI       | Lee County, IL                  |
| Stockbridge-Munsee, WI        | Rockton, Village of, IL         |
| City of Stoughton, WI         | Sterling, City of, IL           |



VANDEWALLE & ASSOCIATES INC.



**Reference**  
 T.J. Nee, Director of  
 Planning and Building  
 Services | City of Beloit  
 P: (608) 364-6711  
 E: neet@beloitwi.gov

**BELOIT COMPREHENSIVE PLAN 2045**  
 ADOPTED: AUGUST 19, 2024



# City of Beloit Comprehensive Plan

## Public involvement-focused comprehensive process

**NEED:** The City of Beloit desired a plan rewrite that featured robust and inclusive public engagement, a reimagined and progressive land use approach, and a user-friendly, inviting, and succinct plan document.

**COMPONENTS:**

- **12 different public engagement events** with nearly 1,500 responses were gathered through a wide range of activities including stakeholder interviews, in-person workshops, online text and map surveys, project website updates and video summaries, in-person attendance at community events, and more.
- **Identification and engagement of diverse stakeholders** through specific listening sessions, the steering committee, and materials prepared and provided in both English and Spanish.
- **Flexible infill and redevelopment-focused categories** that enable mixing of uses and densities, missing middle housing, multi-modal transportation, and more.
- **A residential scenario planning exercise** to help show the quantitative and qualitative impacts of housing growth policy decisions on an example infill development site owned by the City. This helped inform and illustrate key plan ideas.
- **An engaging plan document** with graphical examples, charts and tables, local photographs highlighting key areas of the community and its residents, and easy to find sections, recommendations, and maps.



**IMPACT AND OUTCOMES:** This dynamic [new Comprehensive Plan](#) was unanimously supported and approved by the project's Steering Committee, City Plan Commission, and City Council. It also led to the follow up [Pleasant Street Corridor Plan](#) that V&A and the City worked together to complete in 2025.

# 2022

## CITY OF ALTOONA, WISCONSIN COMPREHENSIVE PLAN

ADOPTED: 7.14.22

VANDEWALLE & ASSOCIATES INC.



### Reference

Josh Clements, Planning Director  
City of Sun Prairie | (608) 825-0854  
jcllements@cityofsunprairie.com

\*Formerly, City of Altoona  
Planning Director

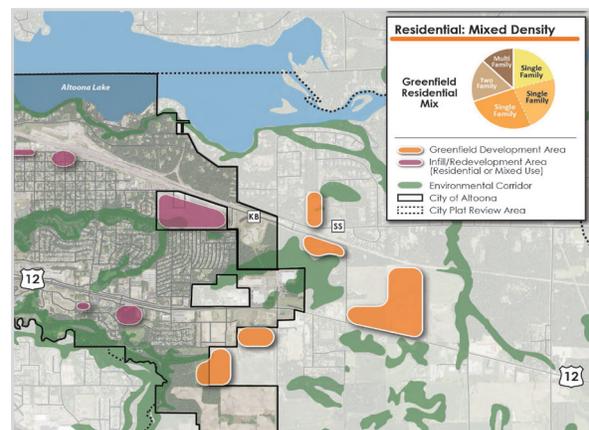
# City of Altoona Comprehensive Plan + East Neighborhood Plan

## Public involvement-focused comprehensive planning process

**NEED:** As one of the fastest growing communities in the state, this 9,000-resident community was a bedroom community within the greater Eau Claire metropolitan area. The community needed a proactive, community-led approach to encourage significant mixed-use redevelopment to take place to help boost higher-density housing options.

### COMPONENTS:

- **Three lenses to inform the plan.** At the forefront of the process, the City established the Comprehensive Plan's three key lenses to inform the planning process: social equity, fiscal sustainability, and climate action. Each lens influenced and was integrated within the plan's vision, goals, and strategies.
- **Robust public input opportunities.** To generate public feedback, the team offered diverse events and media, including:
  - Three different online surveys
  - Multiple virtual and in-person workshops
  - Ten different focus group interview sessions
  - A summer concert series informational booth
  - Project website creation and social media updates, and more.
  - A scenario planning exercise exploring residential, commercial, and industrial growth scenarios, land consumption, and fiscal impacts
  - An economic opportunity analysis that explored and highlighted the interconnections between the local and regional economies.
- **The concurrent East Neighborhood Plan:** On 80+ acres of City-owned greenfield land, this conceptual traditional neighborhood layout and design featured a diverse mix of housing. It also integrated nonresidential land uses, parks and open space, natural resource preservation, multi-modal/active transportation options, stormwater management, and alternative energy strategies.



**Residential Mixed Density Development Scenario**

**RESULTS & IMPACT:** In total, over 700 people engaged in the planning process. Both plans were [adopted in July 2022](#).

# Glendale 2040 Vision



The North Shore's established hub of commerce, employment and entertainment that's rich with diversity and offers a bright and sustainable future of friendly neighborhoods, high quality education and recreation opportunities.

DRAFT

- Build a unified Glendale identity
- Create an accessible, mixed-use gathering place for all Glendale neighborhoods and residents
- Connect all neighborhoods to the Glendale identity
- Emphasize consistent branding and connection to Glendale's values and vision in communications
- Build community events that distinguish Glendale and show community pride

- Capitalize on Glendale's central location and grow its role in the region
- Continue to grow and enhance the greenway system in Glendale and its connection to the regional system
- Continue partnerships with North Shore communities to collaborate, share resources and build efficiencies
- Promote Glendale as a community of choice as a diverse, active, and sustainable place to live, work, and locate a business
- Maximize transportation and regional infrastructure connectivity by maintaining high-quality roads, intersections, trails, and transit

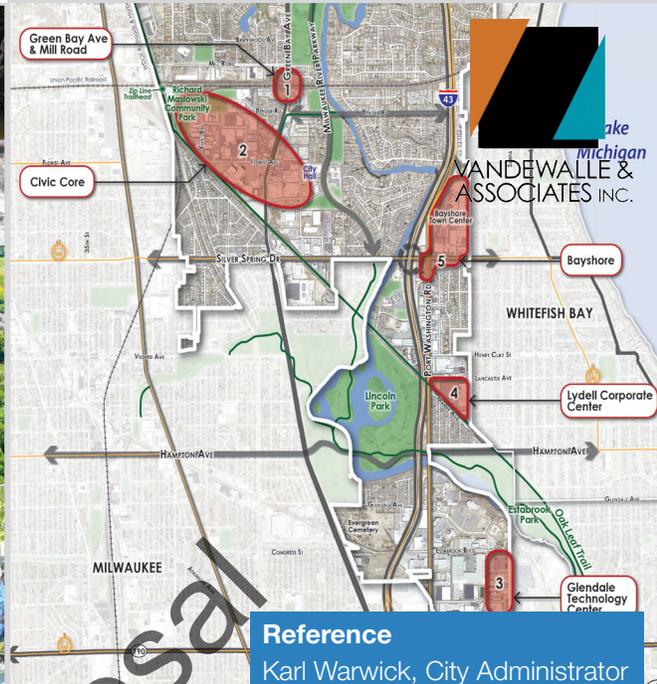
- Cultivate strong, connected neighborhoods
- Promote strong housing maintenance and rehabilitation standards
- Encourage neighborhood-based events and celebrations to bring other parts of the community to the neighborhood
- Find ways to remove boundaries and help Glendale neighbors get to know each other across neighborhoods
- Revise road and infrastructure between neighborhoods and live

### Be a regional leader in sustainability and resiliency

- Engage community stakeholders in collaborative decision-making and implementation of environmental quality plans
- Accelerate efforts to replace impervious surfaces with green spaces and green infrastructure
- Recruit new businesses and employers focused on environmental sustainability and water quality
- Establish a policy and critical infrastructure review and response mechanism
- Partner with North Shore communities to advance best practices in stormwater management, energy efficiency, and community resiliency
- Prepare for and respond to potential future economic, housing, infrastructure, and natural resource demands due to environmental changes and future community growth

### Promote inclusion, diversity, and high quality of life

- Celebrate Glendale's cultural diversity through community events and opportunities for arts and culture
- Focus on growing local businesses by supporting local entrepreneurs and connecting residents with small businesses
- Engage residents and community stakeholders through transparent communication and accountability
- Create housing opportunities that provide life-cycle housing options for residents at all price points and life stages and that promote wealth generation
- Utilize context sensitive, environmental design to create



**Reference**  
 Karl Warwick, City Administrator  
 P: (414) 228-1714  
 E: K.Warwick@glendalewi.gov

## City of Glendale Comprehensive Plan

### Built-out community within a larger metropolitan area

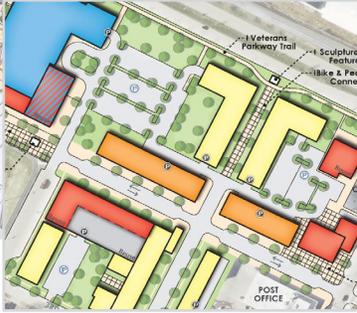
**NEED:** In 2019, the City of Glendale selected Vandewalle & Associates to facilitate a full update of the City's Comprehensive Plan. Glendale is an inner-ring suburb of Milwaukee which is completely built-out. As one of the few inner-suburbs on the north side of Milwaukee with a substantial industrial base, the City wanted to utilize the Comprehensive Plan to help identify infill redevelopment and economic development opportunities.

**ROLE:** Prior to onset of the pandemic and meeting restrictions, high-quality public input and feedback was generated throughout the process with in-person workshops, Plan Commission and City Council meetings, and a public open house. This feedback helped guide the development of the various goals, objectives, policies, and recommendations throughout the plan. A vision summary graphic was also developed by Vandewalle & Associates to highlight the plan's key goals, recommendations, and action items.

**OUTCOMES:** in addition to weaving sustainability, inclusivity, and support for diverse housing opportunities into the planning process and recommendations. The Plan featured targeted redevelopment planning and an economic opportunity analysis to best fit the City's objectives and reach intended outcomes for the continued strengthening and diversification of its economy.

Following the [adoption of the Comprehensive Plan](#), Vandewalle & Associates led the development of the City's first Bicycle and Pedestrian Plan designed to improve walkability and bikeability for both transportation and recreation. This process featured an online map-based survey using Map.Social and other virtual forms of public engagement to gather public feedback during the pandemic. The plan was adopted in February 2021.

# DOWNTOWN PLANNING EXPERIENCE



## Marshfield West Second Street District Plan

Growing + Enhancing Downtown

Vandewalle & Associates answered Marshfield's call to develop a [vision and redevelopment plan](#) for their downtown's Second Street District, an underutilized core district of the community. V&A utilized interviews, urban design analysis, redevelopment site analysis, opportunity analysis, public input, staff and local stakeholder assessments, the area's heritage, and existing district assets to develop recommendations for near and short-term redevelopment, public improvements, and thematic programming.

The vision includes the renovation and reuse of an historic factory, creative reuse of a city garage, multiple types of new housing, a new community health facility, entertainment venues, street extensions and enhancements, and pedestrian connections to recreation and community facilities creating a revitalized downtown "hub" for community gathering, living, working, and playing.



**REFERENCE:**

Steve Barg, City Administrator  
 P: (715) 486-2003  
 E: Steve.Barg@ci.marshfield.wi.us



**DATES:** 2021-2022

**PROJECT MANAGER:** Jackie Mich, AICP



# Slinger Downtown Plan

## Opportunity Analysis + Downtown Vision

Despite the economic recovery of the 2010s and the strong appeal of the Slinger School District, the Village of Slinger had not seen a high level of economic activity and investment in recent years. The Village contracted with Vandewalle & Associates to develop an economic development strategy for the Village, including new and existing business parks, the languishing downtown, and the busy Highway 60 corridor.

Beginning with an Economic Opportunity Analysis adopted in 2016, which uncovered Slinger's unique economic assets and opportunities, Vandewalle & Associates has guided Village of Slinger's economic development and revitalization planning for the past five years. This has included the development of the [Downtown Vision and Strategy](#) to craft a future vision for the downtown, advance downtown revitalization through catalytic site identification and reuse planning, make recommendations for improvements to the public realm, and provide a detailed and actionable implementation strategy. This plan was adopted in conjunction with other ongoing efforts led by Vandewalle & Associates to promote economic development in the downtown and Village as a whole.

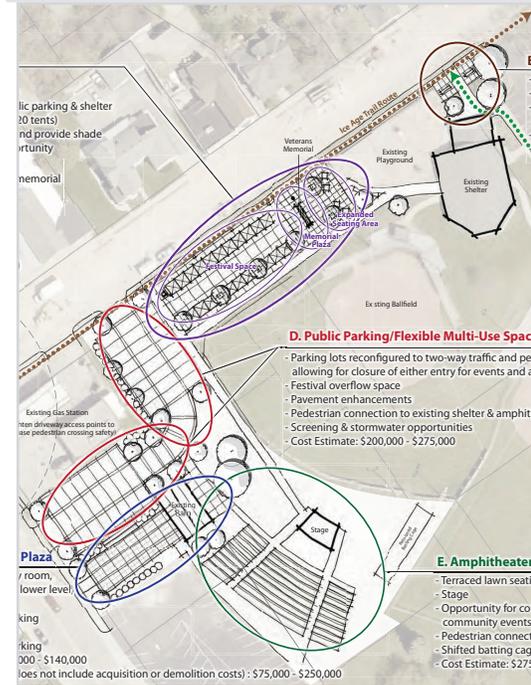
### REFERENCE:

Margaret Wilber, Village Administrator  
 P: (262) 644-5265, ext 118  
 E: mwilber@vi.slinger.wi.gov

**DATES:** 2016 - Present

### PROJECT MANAGER:

Jackie Mich, AICP





# Stevens Point Downtown & Division Street Targeted Area Master Plan

Because of the increasing costs of land and utilities, there are fewer opportunities for new or greenfield real estate development that makes financial sense in Stevens Point. Development and growth opportunities in the city now focus more on redevelopment, placemaking, adaptive reuse, and ensuring connections among the established plans and projects of large property owners, including Sentry Insurance and the University of Wisconsin-Stevens Point.

Vandewalle & Associates worked with the Redevelopment Authority of the City of Stevens Point to develop master plans for the [Downtown](#) and [Division Street corridor](#). While the resulting analysis, strategies, and action items are separated into a distinct plan document for each targeted area, both plans share a common long-term vision and many high-level recommendations. These recommendations provide a framework under which additional planning and decision-making may occur, as well as a logical sequence of actions that ultimately serve to implement the community's long-term economic development and quality of life goals.

In addition to establishing priorities for the city's future land use, transportation network, park and open spaces, and major development projects, the plan guides near-term implementation of real estate and infrastructure investments and planning and economic development activities. It builds on prior plans and modern trends, along with recent and ongoing development activity. Further, it was developed with input from the local and broader community, reflecting the needs and desires of the populace and enlisting their support for the resulting recommendations.

The City is currently working with V&A to update and adopt the Downtown Master Plan and redevelopment planning for a former Shopko site.

**REFERENCE:**

Ryan Kernosky, MPA, Director of Community Development  
 P: (715) 346-1568  
 E: rkernosky@stevenspoint.com

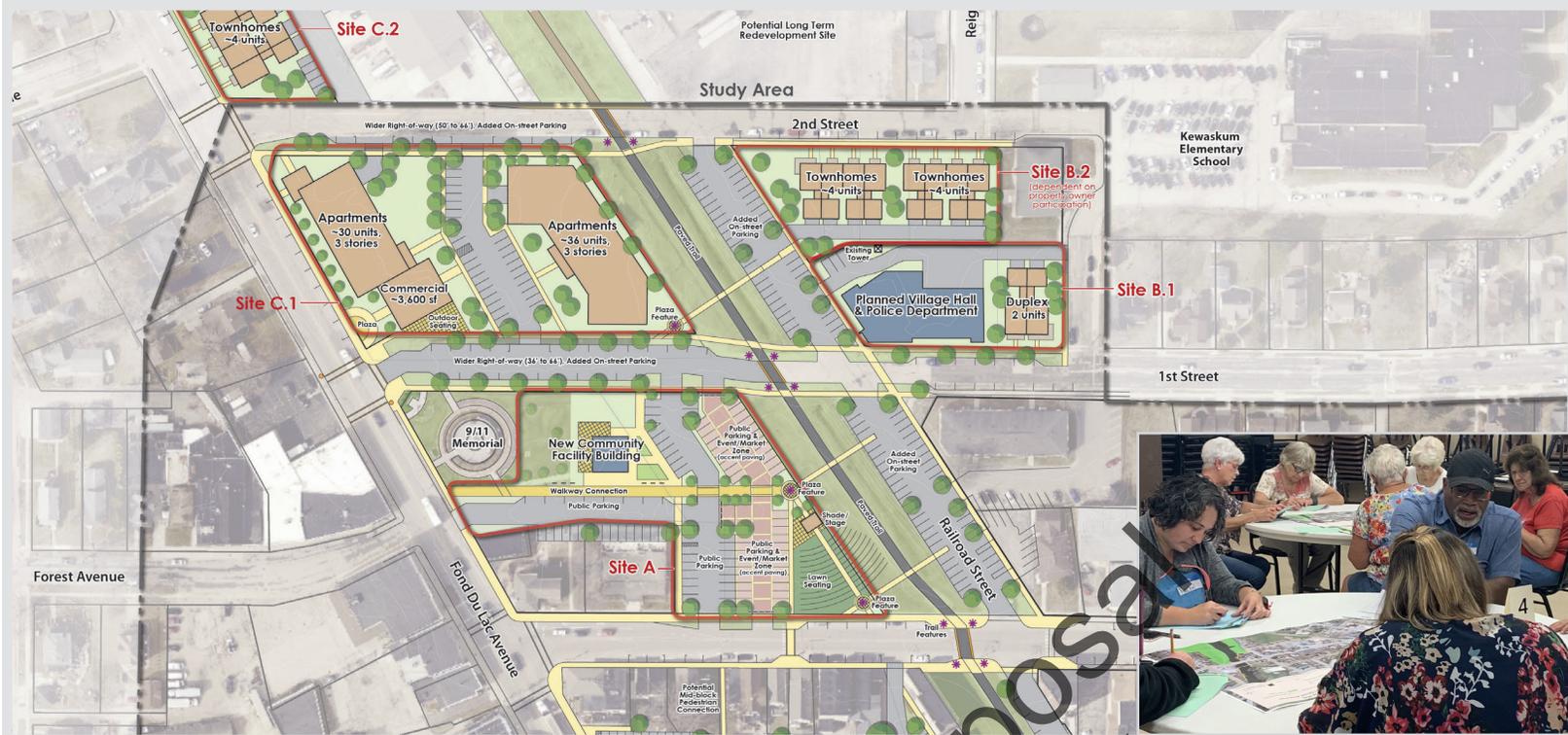
**DATES:** 2019 and 2024

**PROJECT MANAGER:**

Jackie Mich, AICP



Request for Proposal Submission Only



# Kewaskum Downtown Revitalization Plan

## Capitalize on Community Assets

Between 2022-2023, Vandewalle and Associates worked with the Village of Kewaskum to create a [Redevelopment Plan](#) to address the community's stagnant historic downtown and riverfront district. Initiated in conjunction with the redevelopment of the Village's municipal building and police department, the vision for the planning process was to capitalize on the momentum created by this major investment to proactively create a framework for making additional improvements to downtown Kewaskum.

Vandewalle & Associates worked closely with the Village to prepare a Revitalization Plan for downtown Kewaskum that identified priority redevelopment sites, open brownfields, resident needs and desires, local and regional economic development opportunities to diversify the downtown business mix, and zoning policies that would be needed to revitalize the historic downtown core located on the Milwaukee River. The final plan included detailed recommendations and conceptual renderings for three priority sites recommended for redevelopment and an implementation strategy and timeline.

### REFERENCE:

Adam Gitter, Village Administrator  
 P: (262) 626-3623  
 E: agitter@village.kewaskum.wi.us

**DATES:** 2022-2023

### PROJECT MANAGER:

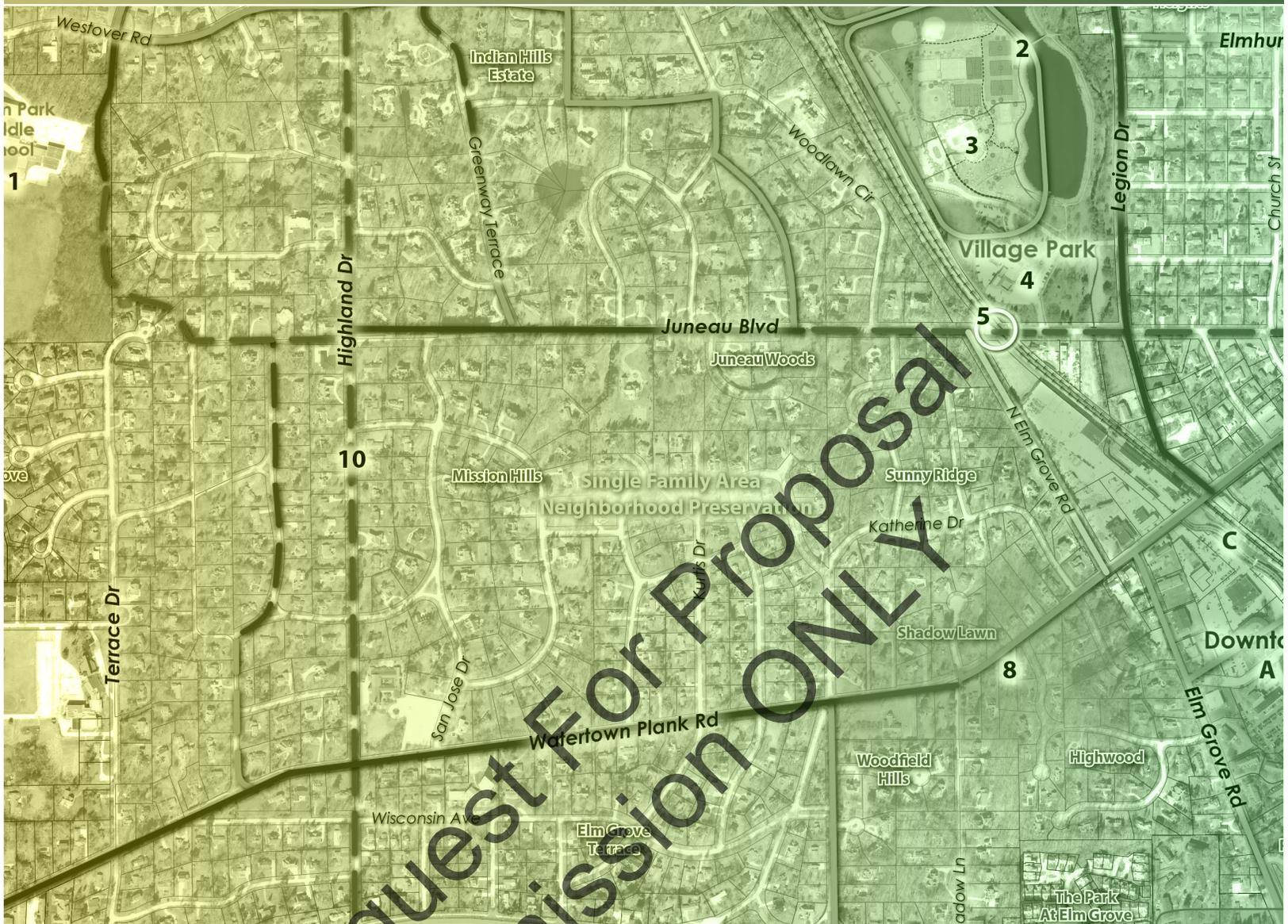
Jackie Mich, AICP



**VANDEWALLE & ASSOCIATES INC.**

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## SCOPE OF WORK

# SCOPE OF WORK

Our team’s approach incorporates the values and principles detailed above to create an aspirational, achievable, and dynamic long-term plan with defined goals and strategies – and crafts an implementation program to make it all happen. The following Scope of Work outlines our recommended approach to establishing and advancing Elm Grove’s vision and delivering an action-oriented Comprehensive Plan and Downtown Master Plan.

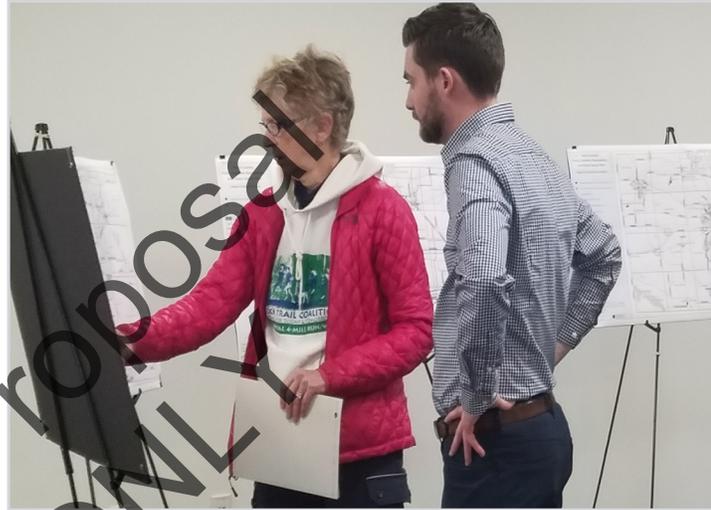
## PHASE 1. PUBLIC PARTICIPATION + OUTREACH (JOINT COMP PLAN + DOWNTOWN PLAN)

### WORK ELEMENT 1: UPFRONT PUBLIC INPUT

Vandewalle & Associates (V&A) will keep Village staff involved and informed with regular correspondence, project tracking, and document review, while also maximizing meeting time. We see the Village staff playing essential roles in providing key input, knowledge, and local expertise to help guide the development of the plan, helping to move the project forward with supporting materials and guidance from Vandewalle & Associates. Additionally, assistance from Village staff will be sought in scheduling and publicizing public events, while V&A will handle all content and materials generation as well as facilitation of these input opportunities.

The following public engagement meetings will guide and shape both the development of the Comprehensive Plan and the Downtown Plan. All meetings are in-person unless noted otherwise. All in-person public meetings will include an online participation option. We are committed to working closely with the Village to tailor the public engagement tasks in a way that aligns with the Village’s goals and budget.

- **Public Participation Plan:** The Public Participation Plan will satisfy state comprehensive planning requirements by documenting the Village’s public engagement opportunities for the project. The Public Participation Plan will be adopted by the Village Plan Commission and Village Board by resolution at the forefront of the planning process.
- **Community Visioning Workshop + Online Option:** As the public kickoff to the project, V&A will lead a Community Visioning Workshop for residents, property owners, and business owners to share their thoughts about the future of downtown. The visioning session will go beyond a simple open house; it will be a facilitated, highly-interactive workshop in which ideas can be exchanged and where participants will help determine the future role and character of the downtown within the community as a whole. This workshop will incorporate small-group sessions and larger group discussions divided into sections that build on one another. Additional interactive components could include visual preference surveys, special places photos submissions, facilitated mapping exercises, or live keypad polling – which allows participants to see real-time polling results. The ultimate meeting format and topics will be finalized through further discussion with Village staff.
- **Project Update Materials for Website:** Project schedules, status updates, and associated update materials will be produced and provided to Village staff for posting on the Village’s website and social media channels.



# SCOPE OF WORK

- **Virtual Stakeholder Focus Groups (4):** We use focus groups to gather insights directly from the subject matter experts in the community. Participants in stakeholder focus groups will be selected in consultation with staff, but are likely to include outside public agencies such as the school district and adjoining municipalities, area realtors and developers, civic leaders and organizations, local and regional employers, economic development organizations, and representatives from key committees, among others. Up to four interview sessions will be held at the start of the project to gather key upfront insight.
- **Virtual Property Owner and Developer Interviews (4):** We will conduct specific interview sessions with key property owners and developers in the downtown to understand more detailed future plans for key sites and opportunities for future redevelopment.
- **Pop-ups at Community Events (2):** To broaden community engagement over the yearlong planning period, increase awareness of the project, and gather targeted public input, V&A will attend up to two community events. Events will be selected in consultation with Village staff.
- **Online Community Survey:** V&A will create, host, and summarize an online survey. This survey aims to gather broad community input to inform the development of the Comprehensive Plan. It will include a variety of question formats to assess residents' priorities, values, and aspirations for the future of the community and downtown. It will include Visual Preference Survey (VPS) elements, which present images representing various design and development options. Participants will rate these visuals to help identify preferred aesthetic and functional characteristics for public spaces, streetscapes, housing, commercial areas, etc. V&A will prepare up to 3 drafts of the survey, reflecting input from Village staff, Plan Commission, and the Village Board. V&A will work the Village on techniques to reach as many households as possible.
- **Online Interactive Map Survey:** In addition to the survey, community members will have an opportunity to provide input by adding features and comments to an online map, on a simple to use, digital platform. This opportunity allows residents and stakeholders to provide geographic input on areas of concern or areas for redevelopment as well as highlighting community assets and preservation priorities.

## WORK ELEMENT 2: PROJECT MANAGEMENT + COMMUNICATION

- **Virtual Staff Kickoff Meeting:** Established at the outset of the process, V&A will meet with Village staff to discuss initial data gathering efforts, upfront public engagement, and project schedule.
- **Virtual Staff Meetings (9):** Regular virtual meetings with Village staff will be an opportunity for V&A to provide updates to Village staff and gather staff input.

## ROLE OF VILLAGE STAFF

To meet the Village's desired timeline and maximize efficiency and cost effectiveness, Village staff shall undertake the following responsibilities throughout the project:

- Provide V&A with copies of all existing plans and ordinances, research, inventory information, and digital mapping data relevant to this process, as needed.
- Review and provide V&A with professional feedback on all draft documents.
- Print/copy and distribute all documents and meeting materials, except as otherwise specified in the Scope of Services.
- Post, mail and publish all required meeting notices (drafts to be provided by V&A)
- Where needed, update the Plan Commission and Village Board (based on reports provided by V&A) at meetings not included in the Scope of Services.
- Identify and reserve adequate meeting facilities, finalize meeting dates and times, and provide all accommodations for disabled participants as may be required by law.
- Arrange for any refreshments to be provided at public meetings.
- Co-lead public participation events, where appropriate.
- Provide a parcel-based ArcView shapefile including existing zoning, property ownership, and addresses for each parcel.

# SCOPE OF WORK

- **Joint Plan Commission and Village Board Kickoff Meeting:** Following initial due diligence, V&A will participate in a project kickoff meeting to review project schedule, provide an overview of upfront public engagement, review Community Survey design and questions, and discuss issues and opportunities.
- **Plan Commission Meeting to Approve Survey Design and Questions:** V&A will attend a Plan Commission meeting to finalize the Community Survey.

## WORK ELEMENT 3: PUBLIC REVIEW OF DRAFT PLANS

- **Plan Commission Meeting to Review Draft Plans (2):** V&A will attend two Plan Commission meetings to review the draft Comprehensive Plan and draft Downtown Plan (Draft #2) and discuss policy questions.
- **Open House + Online Option:** V&A will facilitate an open house presenting the draft Comprehensive Plan and Downtown Plan (Draft #3) to the public. V&A will prepare materials for the public to review, evaluate and refine the draft plans. Specific public engagement techniques will be finalized through further discussion with Village staff. Materials for review and comment will also be made available on the project website, providing an online participation option.
- **Joint Plan Commission and Village Board Meeting to Review Draft #3 and Open House Results:** To help facilitate the review of the draft Plan, V&A will participate in a joint meeting of the Plan Commission and Village Board to review the draft Comprehensive Plan and Downtown Plan (Draft #3) and open house results.

## PHASE 2. COMPREHENSIVE PLAN STATUTORY ELEMENTS

### WORK ELEMENT 1: BACKGROUND INFORMATION AND DUE DILIGENCE

V&A approaches all Comprehensive Plan updates through the lens of holistically understanding the community's needs, desires, issues, and opportunities. This understanding is formed through our assessment of key data and trends, understanding of existing conditions as well as recent community planning efforts, graphical depiction of ideas and information, and geographical analysis within the region and the Village's boundaries. As the Village of Elm Grove, the state of Wisconsin, and the nation have evolved and changed over the years, this baseline understanding provides the framework for establishing existing conditions and how they could be influenced by the actions of the Village over the next 20 years. Work Element 1 will include the following tasks.



Visioning Workshop, Beloit Comprehensive Plan



Stakeholder Focus Group, Beloit Comprehensive Plan

# SCOPE OF WORK

- **Staff Kickoff Meeting and Village Tour:** In-person kickoff meetings with Village staff and community tour.
- **Review Past Plans and Relevant Studies:** Detailed research and review of existing adopted plans, achievements, and ongoing projects to identify relevant findings, goals, values, and recommendations for incorporation into the Comprehensive Plan to ensure its harmony with other community planning efforts.
- **Data Collection and Projections:** Data collection to form an understanding of existing conditions and trends, forming the basis for population, jobs, housing, and land use projections in the future. This information and analysis will be communicated through graphics, charts, tables, as well as geospatial demographic mapping.
- **Base Mapping and GIS Analysis:** Collection of GIS and any other relevant digital mapping data sets provided by the Village, County, or regional jurisdictions. V&A will work with Village staff to acquire necessary data files.
- **Review of Village Ordinances:** Review of the Village's Zoning Ordinance, Zoning Map, and relevant policies and provide recommendations for implementing the draft Comprehensive Plan Update.
- **Background Report:** Compile a summary report of the data and analysis collected in Work Element 1 as a Background Report placed in an Appendix of the Comprehensive Plan. This report will meet the requirements of state statutes while enabling a streamlined, user-friendly Comprehensive Plan document. V&A will prepare one draft for staff review and a final report.

## WORK ELEMENT 2: DRAFT COMPREHENSIVE PLAN DEVELOPMENT

Building on the framework of the existing Comprehensive Plan and other recent planning efforts, V&A will develop the new Village of Elm Grove Comprehensive Plan. Our approach to creating the new plan will integrate the information and feedback gathered through the other work elements into a comprehensive guide for the next 20 years. A full review and update of the Village's vision, goals, objectives, and policies will be conducted through this work element – with an emphasis on clarity, brevity, and actionable content. The Plan will be a highly graphic document that are useful to Village staff and officials while being accessible and readable to the public. It will feature user-friendly call out boxes, graphical summaries, tables and charts, photographs, concept plans, as well as narrative, while meeting Wisconsin state statute requirements for comprehensive plans.

The plan will also incorporate the community priorities – such as character of development, fiscal sustainability, and preservation and enhancement of green space. The following deliverables will be prepared as part of this work element:

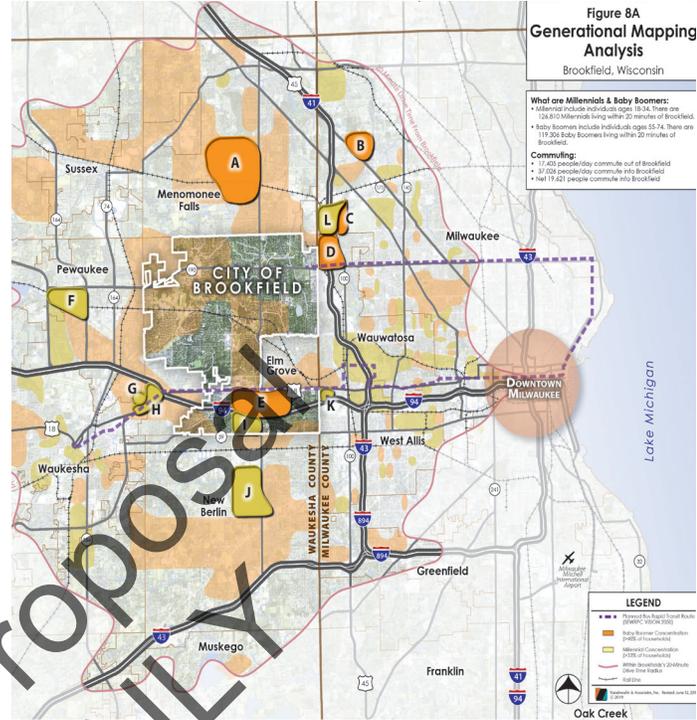
- **Draft Comprehensive Plan Document:** During the process, iterations of the draft plan will be produced, reviewed, and refined by V&A, Village staff, the Plan Commission, elected officials, and the public. Draft iterations of the Plan will include:
  - Draft #1: Staff Review Draft
  - Draft #2: Plan Committee Review Draft
  - Draft #3: Open House Review Draft

### Approach to the New & Modern Comprehensive Plan Document

- Assembled document elements that can be consumed as a whole or in parts depending on the reader's interests. Document elements might include the Community Vision, Opportunities and Critical Issues Analysis, Goals, Objectives, Policies, and Recommendations, Implementation Action Plan, and Background Report.
- Highly graphic documents featuring call-out boxes, informative graphics, concept plans, tables and charts, and photographs.
- Narrative sections will be concise and plainly written to be accessible and readable to the public.
- Draft and final materials are integrated into the project website and include digital versions of plan documents and key maps, including the Future Land Use Map.
- The updated plan will also meet all state statute requirements for comprehensive plans in a modern way.

# SCOPE OF WORK

- **Future Land Use Map and other required maps:** The Plan will include an updated Future Land Use map and other maps as required by state statutes.
- **Areas of Change and Preservation Map:** This map will identify locations within the community with potential for change or transformation over the planning horizon. These may include areas suitable for redevelopment or infill, outdated land uses, or areas of Village investment. The map will distinguish between areas of preservation (typically neighborhoods where minimal change is anticipated) and areas of change, where proactive planning and community input can guide future growth. This tool will clarify to residents where they can count on stability and preservation over the long term.



## PHASE 2A. DOWNTOWN MASTER PLAN

### WORK ELEMENT 1: DATA GATHERING

The effort will begin with a review of existing plans and relevant documents, and evaluation of existing conditions in the downtown and surrounding area. This will also include conducting a general assessment of housing and commercial retail needs and trends in the downtown's real estate market (ownership, values, sales, etc.), the development of a detailed inventory of existing conditions and businesses (existing conditions attribute database), and mapping this data and analysis (individual maps of trends and summary graphic of existing conditions).

- **Existing Conditions Analysis:** Data gathering using aerial photographs, County and Village planning files, and conducting a walking survey/tour of the planning area.
- **Evaluation of Existing Plans:** Compile all relevant goals, recommendations, and strategies from existing plans to determine what remains relevant. In addition to collecting and evaluating recently completed and/or ongoing Village-led and private sector-led projects in the planning area to form a baseline understanding.
- **Market Inventory and Assessment:** Conduct a high-level demographic, market, and real estate trend assessment that includes an inventory of existing businesses, projects, and conditions. This will be done using some of base data collected and analyzed for the Recovery and Redevelopment plan, combined with using ESRI Business Analyst, County assessment, and local real estate (sale, construction, etc.) data.
- **Establish Downtown Subareas:** Building on these analyses, identify smaller downtown subareas; the plan will include recommendations tailored to each subarea's unique characteristics.
- **Mapping:** Following the data gathering and analysis steps, all information will be displayed in map form to be used within the plan and during the public input events. This will also include a holistic existing conditions summary graphic of the planning area.

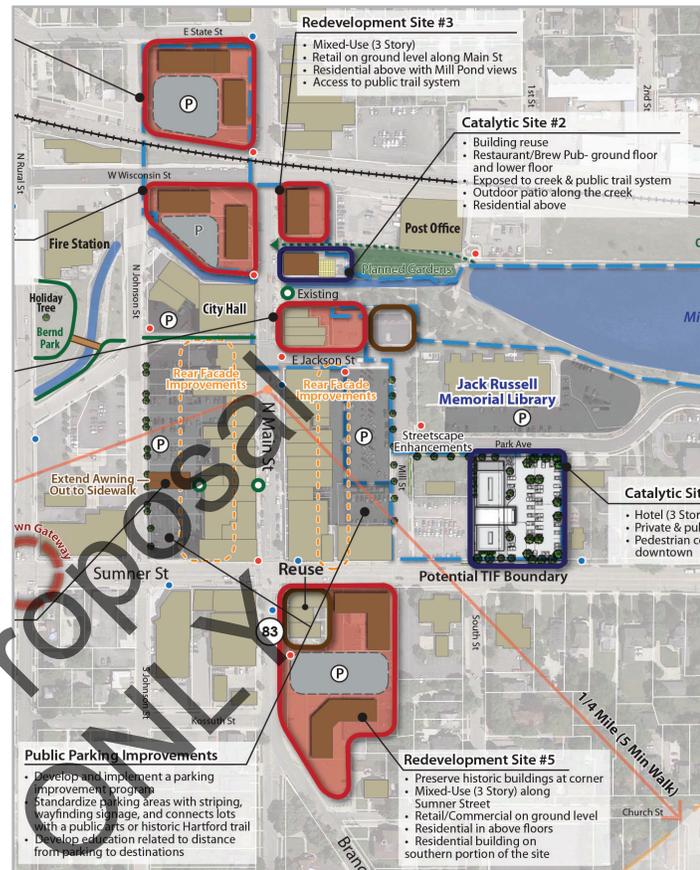
# SCOPE OF WORK

## WORK ELEMENT 2: DRAFT DOWNTOWN MASTER PLAN DEVELOPMENT

The Downtown Plan will address crucial topics such as gathering/open spaces, third spaces, retail mix, visitor attraction, reuse/redevelopment potential of specific properties, methods of driving redevelopment on private properties, public realm improvements, improved parking, bicycle/pedestrian connectivity to other destinations in Village, and economic benefit for the Village.

The Downtown Plan will include the following components:

- **Summary of Work Element 1:** Including Market Assessment and Existing Conditions Map.
- **Goals, Strategies, and Key Projects:** Outlining overall downtown goals as well as specific strategies for business retention and strategies for context-sensitive infill and adaptive reuse, including images depicting compatible building scale, massing, setbacks, etc.
- **Downtown Vision Concept:** A visual depiction of the desired future for the downtown, with supporting images and bulleted text, including the role of the downtown in the community, the predominate land uses, the scale of development, the character of development and public realm.
- **Downtown Concept Plan:** Graphic and supporting brief text that address:
  - Overall development goals consistent with the Vision;
  - Mix of land uses
  - Redevelopment opportunities
  - Renovation and façade enhancement opportunities
  - General building arrangements/orientation
  - Bicycle, pedestrian, vehicular and parking access
  - General building design considerations
  - Placemaking and streetscape enhancements
  - Location and function of open spaces
  - Supporting infrastructure and public facilities
  - Development tabulations and potential tax base creation



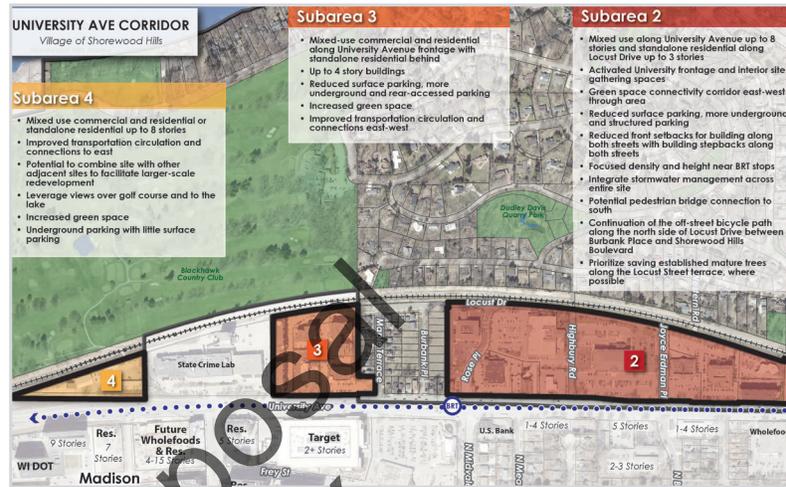
Village Center Concept Analysis



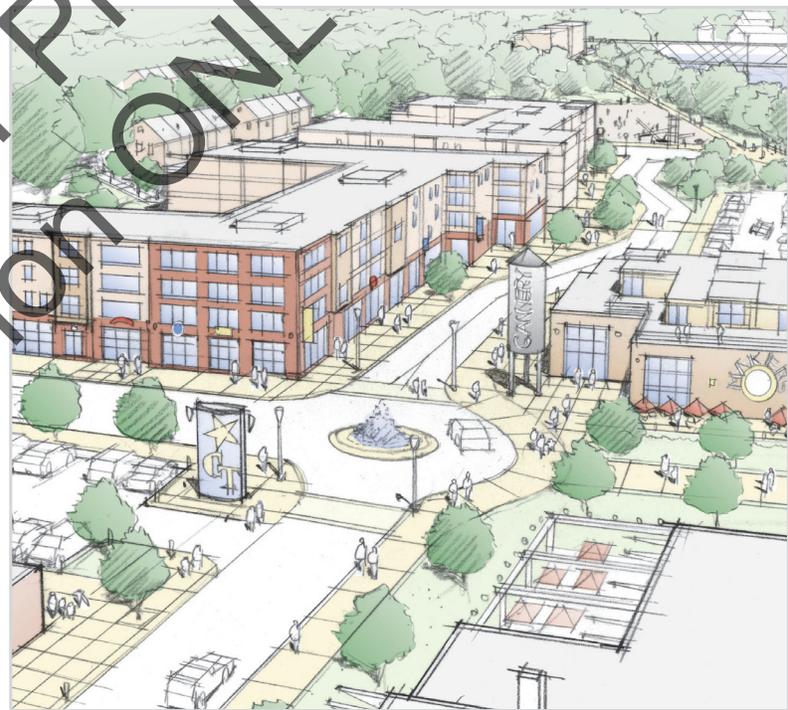
Mount Horeb Downtown Plan Rehabilitation & Development Opportunities

# SCOPE OF WORK

- Revitalization Objectives and Downtown Enhancement Projects:** 6 downtown projects will be identified for further planning. This will include 4 priority redevelopment or renovation sites, 1 priority street redesign, and 1 priority public space area. For each, V&A will prepare a list of Revitalization Objectives such as preferred land uses, vehicular and pedestrian access, significant site features to be preserved, screening from adjoining development, building orientation, scale of development (height, lot coverage, overall size of buildings), character of development (basic design, preferred materials), open space and landscaping, screening of parking, loading, utilities, etc., and development phasing. Revitalization Objectives will establish the Village's goals for downtown projects, clearly articulating desired development ideas and goals, and guiding future investment. Concepts for redevelopment sites will focus on the character of development, overall building scale, massing, and setbacks rather than highly specific development plans. V&A will prepare 1 draft and 1 final concept site plan consistent with the Revitalization Objectives established for each site.



University Avenue Corridor-Wide Recommendations



Bird's-Eye Perspective - Eau Claire Cannery District

- Parking Analysis Map:** Quantifying existing on-street and off-street parking spaces in the downtown and describing potential changes to parking.
- Bird's-Eye Perspective Drawing:** One hand-drawn, colored bird's-eye perspectives illustrating a Downtown Enhancement Project.
- Implementation and Funding Strategy:**
  - Zoning and policy upgrades to support desired reinvestment
  - Prioritized action items with timeframes
  - Recommended project phasing based on site readiness and market conditions
  - Roles and responsibilities of the Village, other Village committees, and outside partners
  - Potential funding opportunities, such as TIF and grants
- Draft Downtown Master Plan Document:** During the process, iterations of the draft plan will be produced, reviewed, and refined by V&A, Village staff, the Plan Commission, Village Board, and the public. Draft iterations of the Plan will include.
  - Draft #1: Staff Review Draft
  - Draft #2: Plan Committee Review Draft
  - Draft #3: Open House Review Draft

# SCOPE OF WORK

## PHASE 3. PLAN FINALIZATION + ADOPTION

- **Final Drafts of Comprehensive Plan and Downtown Master Plan:** V&A will incorporate recommended changes and input from the Village Board, Plan Commission, and Public Open House into a final draft to be used for the public hearing.
- **Joint Plan Commission and Village Board Public Hearings & Adoption:** For maximum efficiency, we suggest a Joint Plan Commission and Village Board Public Hearing, followed by adoption in a single meeting – for both plans. A joint public hearing held before both the Plan Commission and Village Board will ensure that all voices are heard before action is taken on the plans. Following the public hearing, the Plan Commission will consider a formal recommendation for each plan, and the Village Board will consider formal adoption of each.
- **Public Participation Analysis & Summary Report:** V&A will prepare a report documenting all public input from all phases of the project, analyzing, and noting key findings.
- **Adopted Comprehensive Plan and Downtown Master Plan:** Following adoption, the final documents will be produced and provided in Word and PDF, inclusive of all maps and graphics.



## OPTIONAL TASKS

If selected by the Village. These tasks are not included in the lump sum project budget.

- **Additional Virtual Stakeholder Meeting:** V&A will conduct an additional stakeholder meeting.
- **Additional Plan Commission or Village Board Meeting:** V&A will attend an additional meeting.
- **Meeting in a Box Materials:** V&A will prepare materials for Village staff to host outreach tables at community events throughout the project. These materials will provide information about the planning process and simple ways to provide input quickly and easily.
- **Walk Audit of Downtown:** V&A will lead a downtown walk audit, a guided walk with residents and local officials, observing actual conditions in real time. Elements to be evaluated include sidewalk quality, bike facilities, crosswalk visibility, lighting, signage, traffic patterns, and access to public spaces.



Oscar Mayer Area Walking Tour

# PUBLIC ENGAGEMENT STRATEGY



## GIVING EACH VOICE POWER & A PLACE IN A COLLECTIVE VISION

A thoughtful, inclusive, and accessible approach to Public Engagement is the most direct and transparent way to ensure all voices in the community are valued with ample chance to be heard.

**REACHING DIVERSE VOICES RIGHT WHERE THEY ARE.** For each community, we design a thoughtful strategy to engage as many voices as needed to create a balanced, relevant, and dynamic conversation.

It is vital that these constituents are not just heard but are part of the process with ownership in the collective vision:

- Local leaders
- Cultural groups
- Grassroots organizations
- Residents and neighbors

**DYNAMIC ENGAGEMENT:** We tailor the project's engagement platform specifically to the unique needs, goals, and makeup of the community.

We also constantly tailor the mix to align with the preferences and realities of the people who live in the community. Some of the tools we use:

- Interactive workshops
- Online surveys and other digital platforms
- Pop-up events
- One-on-one conversations

## RELEVANT AND EMPOWERING RESULTS

**THE KEY IS TO CREATE MULTIPLE OPPORTUNITIES FOR PEOPLE TO SHARE** their ideas, concerns, and aspirations. To listen to what is said, and what is not. To create a dynamic feedback loop to guide the process and inspire new ideas.

This ensures the process and results are not only relevant, but also empowering, fostering trust and creating spaces that reflect the true needs and desires of the community.

# PUBLIC ENGAGEMENT STRATEGY

## DIVERSE PUBLIC ENGAGEMENT TOOLS: TAILORED TO THE GOALS AND REALITIES OF THE COMMUNITY

### Sample Community-Based Public Engagement Strategies

As unique as each community, this list may include:

- **Pop-up event examples**
  - Guided Site Tour
  - Tent or Table at Community Events and Farmers Market
  - Culturally & Historically Relevant Music Events
  - School & Youth Events
  - Potlucks in the Park
- **Interactive community design workshops**
- **Updates at existing community meetings**
- **Live polling exercises**
- **Mapping exercises**
- **Stakeholder interviews/focus groups**
- **Steering committee meetings**
- **In-person meetings coupled with online engagement opportunities (two ways for people to engage)**
- **Appointed and elected officials workshops**
- **Public open house**



Pop-Up Event



Interactive Map Engagement

### Sample Online and Alternative Media Public Engagement

In addition to in-person meetings, we provide interactive virtual options to help meet more people where they are. These tools include:

- **Social media engagement with a Plan Update hashtag**
- **Targeted social media posts**
- **Regular updates on community website**
- **Newsletter updates**
- **Leverage mailing lists of partner agencies**
- **Live & recorded educational presentation series**
- **Online surveys / Questions of the Week** on the Client Website and social media utilizing SurveyMonkey or Polco
  - Interactive map-based online surveys
  - Interactive workshops/visual preference surveys ([virtual polling](#))
- **Email blast announcements**
- **Project website**
- **Branding materials**
- **Video summaries**



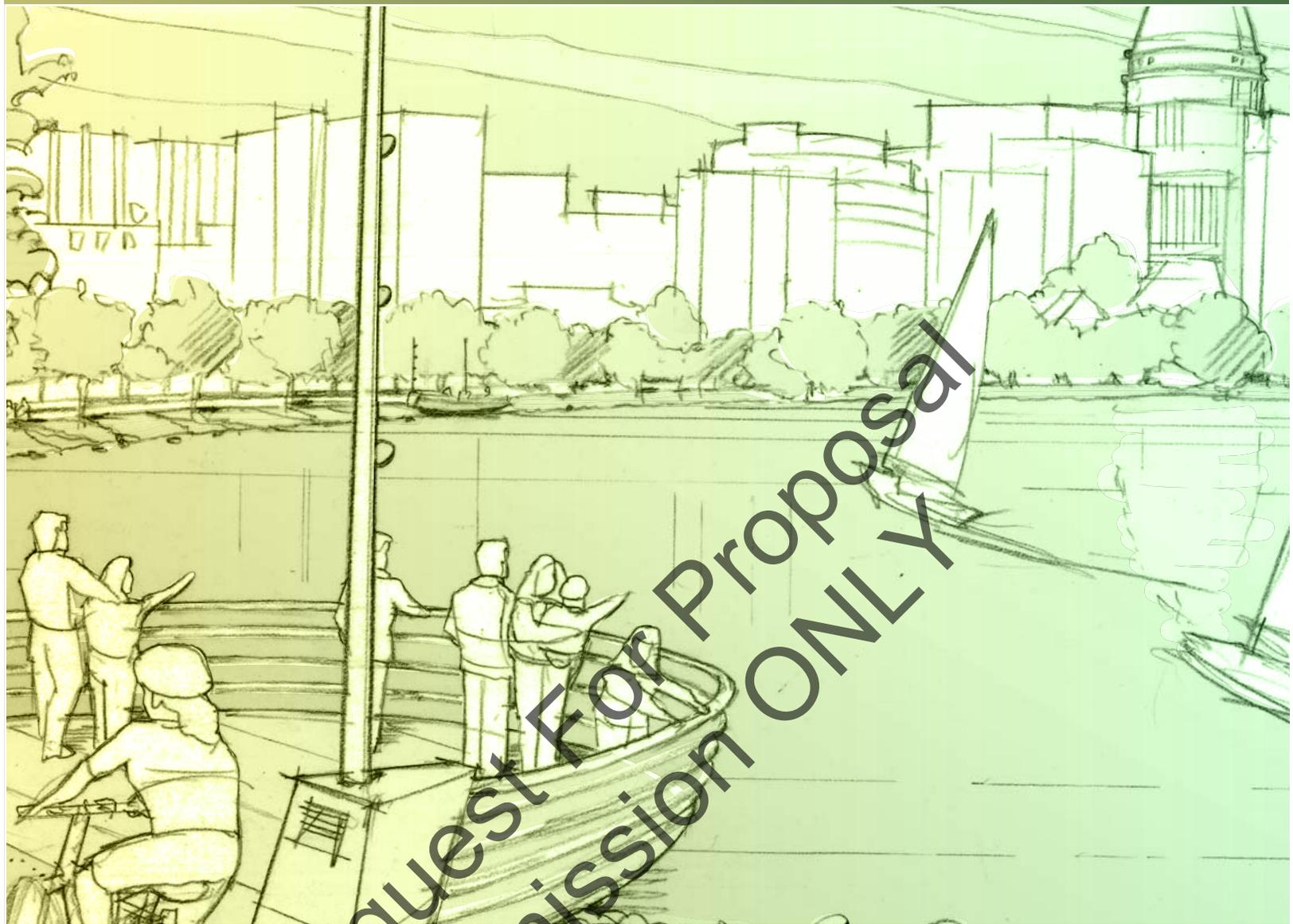
Project Website



Online Survey

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## SCHEDULE

# SCHEDULE

To best illustrate our proposed combined approach to this project, we have created a proposed project schedule that illustrates the tasks associated with each plan and how they could be done together as part of one unified effort. This approach yields great efficiencies, saving both time and costs. It also offers the opportunity to ensure that both plans are highly interconnected and in alignment, which will be key to driving meaningful, long-term implementation of each. We are happy to discuss the timeline and modify as needed to meet the Village's needs.



★ Milestone Meeting Dates (Estimated)



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## PROJECT BUDGET

# PROJECT FEES

## Vandewalle & Associates is focused on providing the Village of Elm Grove with a project that provides excellent value and clear direction.

The standalone cost for Comprehensive Plan includes all tasks within Phase 1, Phase 2, and Phase 3; however, the scope and budget of certain tasks would be reduced if only the Comprehensive Plan is pursued. These reduced tasks are marked with an asterisk (\*) on the budget table. **The resulting cost for a standalone Comprehensive Plan is \$83,000.** The final scope and budget for the Comprehensive Plan could be further adjusted to align with available funding resources.

Completing both plans concurrently provides approximately 20% in cost savings compared to completing each plan separately. These savings are primarily realized in the data gathering and background information stages and through the reduced number of meetings made possible through an integrated process. Additionally, we have reduced the number of meetings by holding joint meetings of the Plan Commission and Village Board to reach consensus more efficiently and by facilitating dual-purpose meetings that cover both plans.

If desired, additional savings may be achieved by further streamlining the meeting schedule within the scope of services. We are committed to maintaining cost control and will remain responsive to scope adjustments throughout the planning process. The cost provided for Phase 2a does not reflect a standalone cost for the Downtown Master Plan.

The budget table on the following page aligns exactly with our proposed scope of services, and our proposed scope of services incorporates the project scope and deliverables outlined in the Village's RFP.

Time and materials for completing the work described in the **Scope of Work to complete both the Comprehensive Plan and Downtown Master Plan will not exceed a total cost of \$145,600.**

Costs quoted in this proposal will be honored for a minimum of 120 days from the date of submission.

Tasks beyond those identified in the final contract can be completed through a separate Work Order.

FEE SCHEDULE

Project Team Hourly Rates			
Meredith Perks, Associate Planner / PM	\$150	Jackie Mich, AICP, Principal Planner / PIC	\$200
Kyle Estrada, Assistant Planner	\$110	Dan Eckberg, AICP, GIS Planner	\$125
Jeff Maloney, Principal Designer	\$225	Dean Proctor, AIA, Principal Designer	\$225
Elona Bartnick, Lead Associate Designer	\$160	Neng Lor, Assistant Designer	\$110

Billing Rates by Position			
Principal	\$200 to \$325	Other Charges: Invoice charges to the client consist of (1) Professional fees rendered at current billing rates (2) Reimbursable expenses billed at cost multiplied by 1.1 (3) Technology/Software expenses billed at \$50/month	
Associate	\$150 to \$180		
Assistant	\$110 to \$135		
GIS Technician/Specialist	\$110 to \$135	Expense	Cost
Communications Specialist	\$90 to \$125	Mileage	IRS Rate
Project Assistant	\$65 to \$100	Printing and Postage	Cost plus 10%

Village of Elm Grove Comprehensive Plan & Downtown Master Plan Proposed Cost of Services		Total V&A Hours	Total V&A Labor	Printing Costs	Travel Costs	TOTAL COSTS
<b>PHASES &amp; TASKS:</b>						
<b>Phase 1: Public Participation &amp; Outreach</b>		<b>325</b>	<b>\$40,180</b>	<b>\$750</b>	<b>\$120</b>	<b>\$41,050</b>
<b>Work Element 1: Upfront Public Input</b>						
Public Participation Plan	3	\$370				\$370
Project Update Materials for Website	14	\$1,620				\$1,620
Virtual Stakeholder Groups	24	\$2,820				\$2,820
Virtual Property Owner and Developer Interviews*	24	\$2,820				\$2,820
Community Visioning Workshop + Online Option	44	\$5,560	\$300	\$15		\$5,875
Pop-ups at Community Events*	24	\$2,680	\$150	\$15		\$2,845
Online Community Survey*	58	\$7,190				\$7,190
Online Interactive Map Survey	24	\$2,620				\$2,620
<b>Work Element 2: Project Management and Communication</b>						
Virtual Staff Kickoff Meeting	10	\$1,520				\$1,520
Virtual Staff Meetings*	30	\$3,900				\$3,900
Joint Plan Commission and Village Board Kickoff Meeting	10	\$1,300		\$15		\$1,315
Plan Commission Meeting to Approve Survey Design	8	\$1,040		\$15		\$1,055
<b>Work Element 3: Public Review of Final Drafts</b>						
Plan Commission Meetings to Review Draft #2, Both Plans (2)*	20	\$2,600		\$30		\$2,630
Open House + Online Option	20	\$2,580	\$300	\$15		\$2,895
Joint Plan Commission and Village Board Meeting to Review Draft #3 & Open House	12	\$1,560		\$15		\$1,575
<b>Phase 2: Comprehensive Plan Statutory Elements</b>		<b>331</b>	<b>\$41,940</b>	<b>\$0</b>	<b>\$30</b>	<b>\$41,970</b>
<b>Work Element 1: Background Information and Due Diligence</b>						
Staff Kickoff Meeting and Village Tour	24	\$3,400		\$30		\$3,430
Review Past Plans and Relevant Studies	15	\$2,130				\$2,130
Data Collections and Projections	19	\$2,320				\$2,320
Base Mapping and GIS Analysis	30	\$3,680				\$3,680
Review of Village Ordinances	12	\$1,580				\$1,580
Background Report	42	\$4,850				\$4,850
<b>Work Element 2: Draft Comprehensive Plan Development</b>						
Draft Comprehensive Plan Document (3 Drafts)	137	\$16,850				\$16,850
Future Land Use and Other Required Maps	34	\$4,560				\$4,560
Areas of Change and Preservation Map	18	\$2,570				\$2,570
<b>Phase 2a: Downtown Master Plan</b>		<b>364</b>	<b>\$55,145</b>	<b>\$0</b>	<b>\$0</b>	<b>\$55,145</b>
<b>Work Element 1: Data Gathering</b>						
Existing Conditions Analysis	17	\$2,380				\$2,380
Evaluation of Existing Plans	13	\$1,680				\$1,680
Market Inventory and Assessment	16	\$2,055				\$2,055
Establish Downtown Subareas	3	\$520				\$520
Mapping	30	\$4,010				\$4,010
<b>Work Element 2: Draft Downtown Master Plan Development</b>						
Summary of Work Element 1	4	\$520				\$520
Goals, Strategies, and Key Projects	8	\$1,220				\$1,220
Downtown Vision Concept	26	\$4,390				\$4,390
Downtown Concept Plan Graphic	22	\$2,890				\$2,890
Revitalization Objectives & Downtown Enhancement Projects (6)	144	\$22,830				\$22,830
Parking Analysis Map	16	\$2,140				\$2,140
Bird's-Eye Perspective Drawing	28	\$5,760				\$5,760
Implementation and Funding Strategy	16	\$2,100				\$2,100
Draft Downtown Master Plan Document (3 Drafts)	21	\$2,650				\$2,650
<b>Phase 3: Plan Finalization &amp; Adoption</b>		<b>63</b>	<b>\$7,420</b>	<b>\$0</b>	<b>\$15</b>	<b>\$7,435</b>
Final Drafts of Comprehensive Plan and Downtown Master Plan *	21	\$2,440				\$2,440
Joint Plan Commission and Village Board Public Hearings and Adoption *	18	\$2,230		\$15		\$2,245
Public Participation Analysis & Summary Report	18	\$2,070				\$2,070
Adopted Comprehensive Plan and Downtown Master Plan *	6	\$680				\$680
<b>TOTAL PROJECT COSTS</b>						<b>\$145,600</b>
<b>OPTIONAL TASKS</b>						
Additional Virtual Stakeholder Meeting	4	\$520				\$520
Additional Plan Commission or Village Board Meeting	12	\$1,560		\$15		\$1,575
Meeting in a Box Materials		\$820				\$820
Walk Audit of Downtown		\$3,120	\$15	\$15		\$3,150

Request For Proposal  
Submission ONLY

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KEY PERSONNEL

# PROJECT TEAM ORGANIZATION

**Vandewalle & Associates.** With offices in Madison and Milwaukee, our firm is comprised of nearly 20 talented professionals including community and regional planners; urban designers; housing, economic development, land use, and real estate specialists; and redevelopment experts. Our team brings a depth and breadth of experience, knowledge, skills, and perspective to the Village of Elm Grove Comprehensive Plan Update and Downtown Master Plan project.

Our firm's approach to overall management and integration of all activities in our scope of services is guided through the designation of a project manager to oversee all aspects of the project - within the firm and directly with the client. Meredith Perks will serve as the Project Manager for the Comprehensive Plan Update and Downtown Master Plan and be the face of the project and Jackie Mich will serve as the Principal-in-Charge. We pride ourselves on our ability to provide cost effective, just-in-time solutions that are responsive to constantly evolving project needs and deadlines, which may arise on a moment's notice. All Project Team members will be available and have the capacity to complete the project.

## PROJECT ORGANIZATION

CORE PROJECT TEAM



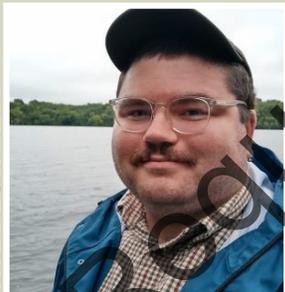
MEREDITH PERKS

**ROLE:** Project Manager, Client Communication, and Document Author



JACKIE MICH, AICP

**ROLE:** Principal-in-Charge, Economic Development, Visioning, Quality Control



KYLE ESTRADA

**ROLE:** Assistant Planner, Comprehensive Plan Document Author



JEFF MALONEY

**ROLE:** Design Lead

KEY STAFF



ELONA BARTNICK

**ROLE:** Graphic Management



NENG LOR

**ROLE:** Assistant Designer



DEAN PROCTOR, AIA

**ROLE:** Concept Alternative Design



DAN ECKBERG, AICP

**ROLE:** GIS Data Analysis



# V&A PROJECT TEAM



## **Meredith Perks, Associate Planner | Project Manager**

Phone: 574.904.3119 | Email: mperks@vandewalle.com

Meredith Perks brings a unique combination of professional experience along with an avid interest in planning, public service, local community and economic development, downtown redevelopment, active transportation plans, and a deep love of her city. Meredith works on a variety of projects as a project manager, document author, and public input leader. Meredith leads the current planning teams for the City of Glendale, WI and Village of Thiensville, WI, leading development review, zoning code updates, plan implementation, TIF development and implementation and other community planning efforts. Meredith also leads numerous longterm economic and urban revitalization implementation projects.

Applying her experience with community outreach and public speaking, Meredith is skilled at effectively facilitating an inclusive planning process that is meaningful to a wide range of stakeholders and clients, including elected officials, non-profit advocacy groups, and community residents. She is excited by opportunities to engage with communities in a variety of innovative ways that foster communication, dialogue, and understanding.

### **EDUCATION**

- M.U.P. Urban Planning  
University of Wisconsin - Milwaukee
- B.S. Geography  
Minor in Urban and Area Development  
University of Wisconsin - Whitewater

### **PROFESSIONAL LICENSES & MEMBERSHIPS**

- American Planning Association AICP Accreditation
- Member, American Planning Association, State and National Chapters



## **Jackie Mich, AICP, Principal Planner | Principal-in-Charge**

Phone: 608.772.0132 | Email: jmich@vandewalle.com

As Director of V&A's Milwaukee office, Principal Planner Jackie Mich leads a diverse portfolio of redevelopment and implementation projects across the Greater Milwaukee area. She heads the Milwaukee team in redevelopment planning, community planning, and bicycle and pedestrian planning, bringing deep expertise and strategic insight to each of her projects.

Over her decade-plus with the firm, Jackie's work spans community planning, zoning assistance, economic development implementation, transportation planning, and project management. She has managed a wide range of economic development efforts including the Downtown Slinger Vision & Strategy. Jackie has led over 15 ten-year Comprehensive Plan updates for communities across Wisconsin, including Greenfield, Brookfield, Manitowoc, Lake Geneva, Shorewood, Bayside, and Altoona. Her experience also includes numerous park and open space plans.

### **EDUCATION**

- M.S. Urban and Regional Planning  
University of Wisconsin - Madison, Wisconsin
- B.A. History / Spanish  
University of Wisconsin - Madison, Wisconsin

### **PROFESSIONAL LICENSES & MEMBERSHIPS**

- American Planning Association AICP Accreditation
- Member, American Planning Association, State and National Chapters

# V&A PROJECT TEAM



## **Kyle Estrada, Assistant Planner | Vandewalle & Associates**

Phone: 414.988.8631 | Email: kestrada@vandewalle.com

Kyle is an Assistant Planner working with the V&A team out of the Milwaukee office. As a young, community-oriented practitioner, he has dedicated himself to the field of urban planning and community development - particularly as it shapes neighborhoods and impacts diverse populations in the city.

From an undergraduate background of geography and social sciences, Kyle has shaped both his post-graduate urban planning studies and career around the belief that access to affordable housing, vibrant public spaces, and reliable transportation are keys to a thriving community.

Kyle has facilitated group discussions on race and diversity, and led students of diverse backgrounds through difficult conversations and complex topics. Kyle is also experienced in intergovernmental collaborations, fielding zoning questions, and service as point of contact for residents working through the complexities of the development process.

### **EDUCATION**

- M.S. Urban and Regional Planning  
University of Wisconsin - Madison  
School of Architecture & Urban Planning
- B.S. Geography / Social Sciences  
Florida State University - Tallahassee

### **PROFESSIONAL LICENSES & MEMBERSHIPS**

- Member, American Planning Association National and Wisconsin Chapters



## **Jeff Maloney, Principal Designer | Design Lead**

Phone: 608.255.3988 | Email: jmaloney@vandewalle.com

Jeff Maloney is a Principal Urban Designer specializing in urban redevelopment, mixed-use neighborhood design, and streetscape/riverwalk design. Jeff has over two decades of experience leading design and public processes for redevelopment projects by envisioning site reinvestment opportunities through place-based assets. Working with public and private sector clients throughout the Midwest, Jeff prepares site plans, and recommends and designs associated public improvements. He leads diverse public engagement efforts, and works closely with municipal staff to implement projects including development recruitment, TIF District establishment, and grant funding procurement. He further expertly guides private projects through the entitlement process, focusing on site design, landscape architecture, and site rezoning.

### **EDUCATION**

- B.S. Landscape Architecture  
University of Wisconsin - Madison, Wisconsin

### **PROFESSIONAL LICENSES & MEMBERSHIPS**

- Associate, American Society of Landscape Architects National and State Chapters
- Member, University of Wisconsin Landscape Architecture Department Alumni Committee



# V&A PROJECT TEAM



## **Elona Bartnick, Lead Associate Designer | Vandewalle & Associates**

Phone: 608.255.3988 | Email: ebartnick@vandewalle.com

Elona Bartnick is a Lead Associate Urban Designer involved in a broad range of projects involving site analysis, site planning and design, neighborhood design, landscape design, urban open space and park design. These skills are utilized and communicated through a variety of graphic styles, CAD design, and SketchUp modeling.

In her 20 years with Vandewalle & Associates, Elona has contributed to a diverse range of projects including land and development plans for mixed-use and traditional neighborhood projects. She has worked on numerous redevelopment and downtown master plans, identifying areas that would benefit from reinvestment, and revitalization and developing guidelines and site designs for

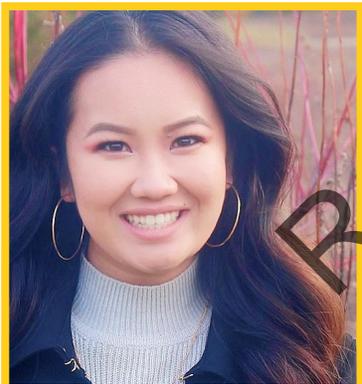
future redevelopment. Her involvement in comprehensive plan development includes creating regional and local asset and opportunity analysis maps, future growth or redevelopment scenarios and site designs, and additional graphics specific to each plan. She often leads the design component of comprehensive plans.

### **EDUCATION**

- B.S. Landscape Architecture  
University of Wisconsin - Madison

### **PROFESSIONAL LICENSES & MEMBERSHIPS**

- Associate, American Society of Landscape Architects  
National and State Chapters



## **Neng Lor, Assistant Designer | Graphic Assistance**

Phone: 608.255.3988 | Email: nlor@vandewalle.com

Neng is an Assistant Designer with Vandewalle & Associates. Neng believes strongly in the value of places designed to support equality and positive connection to their environment. Her work with people from many different backgrounds, identities, and values in both her internship and her volunteerism has helped deepen her understanding of human needs and potential solutions for creating inclusive spaces for people.

Skilled with AutoCAD, Adobe Creative Suite (Illustrator, Photoshop, and InDesign), SketchUp and Lumion, Neng is also trained in using computer and hand skills to create evidence-based designs, site analysis, maps, and renderings. Neng is multi-lingual; fluent in both English and Hmong.

### **EDUCATION**

- B.S. Landscape Architecture  
University of Wisconsin - Madison
- Certificate - Asian American Studies  
University of Wisconsin - Madison

### **PROFESSIONAL LICENSES & MEMBERSHIPS**

- Associate, American Society of Landscape Architects  
National and State Chapters

# V&A PROJECT TEAM



## **Dean Proctor, AIA, Principal Designer | Visual Graphic Development**

Phone: 608.255.3988 | Email: [dproctor@vandewalle.com](mailto:dproctor@vandewalle.com)

Dean is an architect, urban designer, and graphic communicator with more than 30 years of professional experience in design and management positions with architectural, urban design, and planning consulting firms. As a principal at Vandewalle & Associates, Dean helps shape the direction of the firm and serves as co-leader of the urban design and communications teams. His unique perspective illustrations and renderings bring plans and concepts to life and help clients envision the recommendations of the Vandewalle & Associates team.

### **EDUCATION**

- M.A. Landscape Architecture  
University of Wisconsin - Madison
- B.Arch. Architecture, Six-Year Professional Practice Program  
University of Cincinnati - Cincinnati, OH

### **PROFESSIONAL LICENSES & MEMBERSHIPS**

- Registered Architect, Indiana #4304
- NCARB Certification #85919
- Member, American Institute of Architects
- Member, American Society of Landscape Architects



## **Dan Eckberg, AICP, GIS Planner | Mapping and Data Analysis**

Phone: 608.255.3988 | Email: [deckberg@vandewalle.com](mailto:deckberg@vandewalle.com)

Dan Eckberg is a GIS Planner whose primary responsibilities include map creation and spatial data acquisition, organization, manipulation, and analysis. Dan has led multiple enrollment projection projects for the Monona Grove School District, which involved detailed review of City of Monona adopted plans, and mapping of planned and potential development sites within the City. Dan utilizes extensive experience with ESRI's ArcDesktop GIS software, including Python scripting, to apply cartographic techniques to a range of planning projects. Dan is a licensed commercial Unmanned Aircraft System (drone) pilot registered with the FAA and is able to provide clients with high quality aerial video footage.

Previously Dan held an internship with U-PLAN, a community planning group for the Frogtown/Rondo neighborhood of St. Paul, MN where he helped design a traffic impact analysis for the neighborhood using the CommunityViz extension of ArcGIS.

### **EDUCATION**

- B.A. Geography (City Systems)  
Minor - Geographic Information Systems  
University of Minnesota - Minneapolis, Minnesota

### **PROFESSIONAL LICENSES & MEMBERSHIPS**

- Member, American Institute of Certified Planners
- Excellence in Planning Award, "Madison Metropolitan School District Enrollment Projections: 2017-2037 - APA-WI Chapter, 2017

**ELM GROVE PUBLIC LIBRARY BOARD OF TRUSTEES**  
**January 19, 2025 Meeting Minutes**  
**For Approval at the February 16, 2025 Meeting**

1. Call to Order

The meeting was called to order at 5:00p.m. Board members present were: Jennifer Morris, Laurie Leahy, John Alexander, Tom Castile, Kristin Olson, Patty Kujawa, Karen Steen. Also present: Sue Daniels, library director.

2. Approval of Agenda

Upon a motion made by Karen Steen and seconded by John Alexander, the agenda was approved.

3. Minutes of the December 15, 2025 Meeting

Upon a motion made by John Alexander and seconded by Laurie Leahy, the minutes from the December 15, 2025 meeting were approved as amended.

4. Hearing of the Public

There was no hearing of the public

5. Confirm Future Meeting Dates in the Village Hall – Park View Room

February 16, 2026 at 5pm

March 16, 2026 at 5pm

April 20, 2026 at 5pm

6. Treasurer's Report

a. O.B. accounts payable December (part 2) 2025: \$9,549.05

On a motion made by John Alexander and seconded by Tom Castile the board approved the expenditure of the amount noted above.

b. O.B. accounts payable January 2026: \$405.52

On a motion made by John Alexander and seconded by Karen Steen the board approved the expenditure of the amount noted above.

c. LGIP4 gift fund accounts payable December (part 2) 2025: \$276.28

On a motion made by John Alexander and seconded by Kristin Olson, the board approved the expenditure of the amount noted above.

d. LGIP4 gift fund accounts payable January 2026. No new expenditures this month.

e. FOEGL gift fund accounts payable December (part 2) 2025: \$1370.65

On a motion made by John Alexander and seconded by Patty Kujawa, the board approved the expenditure of the amount noted above.

f. FOEGL gift fund accounts payable January 2026: \$300.18

On a motion made by John Alexander and seconded by Laurie Leahy, the board approved the expenditure of the amount noted above.

e. Status of Accounts

The Following Gift Fund Account Balances as of December 2025:

- i. LGIP-4 =\$20,502.73
- ii. FOEGL =\$49,462.86
- iii. Total LGIP-4 \$69,965.59
- iv. LGIP-10 \$5,072.35
- v. Overall Gift Fund Total = \$75,037.94

7. Director's Report

a. Gifts

A gift in the amount of \$250 was received from Bruce and Susan Davidson, for library use. On a motion made by Karen Steen and seconded by Tom Castile, the board voted to accept this gift.

b. Library statistics, staff activity, adult programming, and other news as noted in the monthly report.

c. Youth Report—statistics, staff activity, youth programming and other news as noted in the monthly report. Children's programs will increase when a new children's librarian is hired.

d. Project Updates -

i. Children's librarian hiring update - Sue has been conducting interviews and will be able to select a candidate from the ample pool of qualified

applicants. The approximate hire date for this position is the end of February.

8. Old Business

- a. No old business

9. New Business

- a. Discuss possible changes of regular meeting day

The board discussed the possibility of changing the monthly meeting date to better accommodate vendors and our new library director's timelines. Sue will discuss possible options with office staff in the Village.

- b. Act 150 preview

In Waukesha County, Act 150 refers to a state law that requires counties to pay libraries for services provided to residents of municipalities that do not have a library. The Act 150 committee is currently working on revising both the county standards and the funding formula for the tax levy. The new funding formula, which will be finalized by the ACT 150 Committee next month, may negatively affect the amount of funds that Elm Grove library receives from Waukesha County.

10. Adjournment

On a motion made by John Alexander and seconded by Patty Kujawa, the board adjourned the meeting at 6:08p.m.

Respectfully Submitted By:

Karen Steen

Secretary

**PUBLIC WORKS/UTILITIES (PWUC) COMMITTEE**  
**REGULAR MEETING MINUTES**  
**Monday, January 12<sup>th</sup>, 2025 5:30 pm, Parkview Room**

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**1. Roll call.**

Meeting was called to order at 5:39 pm by Mr. Schindler

Present: Mr. Schindler (via Zoom), Mr. Koleski, Mr. Eull, Ms. Schneider, Mr. Zwirlein, Mr. Harley and Mr. Olson

Absent: None

Also Present: Mr. Harrigan & Mr. Paul and Nicci Sternitzky of the Beautification Committee.

**2: Review and act on minutes from December 8<sup>th</sup> 2025 Meeting**

Mr. Olson moved and Mr. Zwirlein seconded to approve the December 8<sup>th</sup>, 2025 minutes with minor edits. Motion carried 7-0.

**3: Review and possible action on potential meter installation for reporting sewer usage. (Request to take up this item upon arrival of Village Clerk.)**

Village Clerk Crystal Turner requested support to move forward with an automated meter program that was originally ready to implement back in 2021, but was delayed with the transition of the clerk at that time. This program would provide staff with the ability to gain actual usage data remotely that would be consistently accurate for billing purposes. Currently, the self-reporting has caused issues with improper meter readings and when trying to reconcile accounts properly due to improper readings or non-reporting, estimation and improper readings have lent to disputes with billing.

Mr. Olson moved to recommend to the Board moving forward with the remote meter reading installation project. Mr. Eull seconded. Motion carried 7-0.

**4: Review and possible recommendation to proclaim January 26<sup>th</sup>, through January 30<sup>th</sup> as "Winter Salt Week" in the Village of Elm Grove**

Ms. Nicci Sternitzky provided a presentation on her efforts to educate the community, as well as contractors that work in the community, on the impacts of chlorides in our waterways. Ms. Sternitzky has requested a proclamation to make January 26<sup>th</sup> to the 30<sup>th</sup>, 2026 as Winter Salt Week that coincides with an educational presentation by Milwaukee Riverkeepers, Fresh Coast Guardians, Sweetwater, SEWRPC and MMSD at the Elm Grove Public Library on Saturday, January 31<sup>st</sup>, 2026.

The committee was in full support. Mr. Eull moved and Mr. Zwirlein seconded. Motion carried. 7-0

**5. Update on Underwood Creek Daylighting Project**

Mr. Harrigan informed the committee that the project is out for bid as of January 6<sup>th</sup>, 2026 and is live on the Quest platform. As of this date, there are 6 plan holders, 4 of which are prime bidders. Bidders from the last round whom are currently on the list include CW Purpero, Edgerton and Walbec Group. There will be a pre bid meeting on Thursday, January 15<sup>th</sup>, with a bid opening on Tuesday, January 27<sup>th</sup>, 2026.

Mr. Harrigan also added that the property owner and Sendik's operator are all in on working together and continue to be supportive of the project. There is still litigation with the railroad, but at this time, the Village is the owner of the parcel that was procured via eminent domain.

**6: 2025 Public Works Projects close out review**

Mr. Paul provided the committee with a summary of the totals and overages for the 2025 Paving Project. During the discussion, members requested a breakout of the line items which will be available at the next PWUC Meeting in February.

## **7. Update on Wauwatosa Water extension along Watertown Plank Rd**

Mr. Harrigan informed the committee that staff met with Wauwatosa representatives to discuss steps forward with the water main extension along Watertown Plank Rd from where it ended near St. Mary's Visitation Cemetery down towards the Elm Grove Terrace Condominiums just east of the railroad tracks. Process for amending the service agreement and timelines as noted in the attached meeting notes were discussed. Wauwatosa will handle design, bidding and construction oversight. The project is tentatively scheduled for spring of 2027.

## **8: Update on 2026 Highland Dr Pathway**

Mr. Harrigan and Mr. Paul shared the progress update from Travis Brush of KL Engineering. Included in the packet were sign in sheets and notes from residents whom attended the Public Information as well as a drawing of a potential modification to the existing pathway plan at 1255 that relocated the pathway to the backside of some very large trees. This modification would place the pathway on private property, but the resident who requested the modification is willing to provide an easement in order to save the trees that would otherwise be impacted. Mr. Brush and Mr. Paul have been in communication and have met with some of the property owners along the current pathway.

Mr. Koleski shared that he felt Mr. Brush did a great job with the visuals and the presentation at the Public Information Meeting and that there was a positive tone for the pathway, as well as constructive discussion on the goal to save as many mature trees as possible.

The committee further discussed other items to provide direction for Mr. Brush to deliver the 60% plans for the February Public Works Utilities Committee Meeting. After reviewing the slope of a handful of concrete driveways that had been requested to stay in place, only two are likely to meet that criteria. The committee decided that if an existing concrete driveway approach was less than 2 years old, met the slope requirements, was in good condition, then the Village can choose to allow for that portion of the driveway to stay in place, but the Village should retain the rights to make that decision.

The committee was ok moving forward to pursue the easement at 1255 Highland to preserve the larger trees as noted. Relative to 14800 Juneau Blvd, the committee preferred to avoid adding a retaining wall unless it was required and to try and make it work without it.

In regards to private drain discharges in the ROW that may impact the construction of the pathway, the committee agreed that it must be removed from the ROW by the owner to meet the requirements of the most current ordinance, which is to discharge 10' back from the property line.

The last discussion dealt with the traffic control options and whether to do a soft closure or offer a one-way option. Pros and cons were discussed but the committee wanted to know how it would impact the price of the overall project. Once they can be given some direction, they can better make a decision. The committee asked that Mr. Travis provide some projections or perhaps bid them as alternatives.

## **9. Update on Public Works Projects**

Mr. Paul also informed the committee that the main focus right now for the DPW continues to be snow removal, tree removal/pruning and x-mas tree pick up.

Procurement of the 2026 DPW equipment is underway and have so far been in line with the projected budgets.

## **10. Other Business**

Mr. Koleski inquired if there were any more update son the procurement of the Fire Truck from Butler. Mr. Harrigan stated that Butler is still working through the details of the FEMA grant concerns that they used to assist in the purchase of the truck.

## **11: Adjourn**

**MR. ZWIRLEIN MOTIONED AND MR. HARLEY SECONDED TO ADJORN. MOTION CARRIED 7-0.  
7:44 P.M.**

Respectfully Submitted  
Richard Paul, Jr.  
Public Works Director

DRAFT



Village of  
**Elm Grove**

13600 Juneau Boulevard Elm Grove, Wisconsin 53122-1679 Phone: 262 782-6700

**PROCLAMATION: WINTER SALT WEEK  
JANUARY 26-30, 2026**

**WHEREAS**, the Village of Elm Grove relies on deicing salt as part of its winter maintenance program to maintain safe and accessible roadways; and

**WHEREAS**, all the salt applied to roadways ends up in our freshwater; and

**WHEREAS**, chloride contamination from deicing salt has been found in lakes, streams, and groundwater in watersheds and across the state; and

**WHEREAS**, reducing overuse of deicing salt reduces damage to infrastructure and property, protects freshwater resources, and reduces harm to aquatic plants and animals; and

**WHEREAS**, it is crucial to raise awareness among residents, businesses, and local government agencies about the responsible use of deicing salt to protect both public safety and the long-term health of our freshwater resources; and

**WHEREAS**, Winter Salt Week provides an opportunity to educate our community about the responsible use of deicing salt, including environmental considerations and effective application methods; and

**WHEREAS**, the residents of Elm Grove can contribute to deicing salt pollution reduction efforts locally by learning about smart salting practices, engaging in safe winter driving, hiring trained service providers, and participating in the WI Salt Wise program; and

**WHEREAS**, the Village is committed to promoting a sustainable approach to winter maintenance for the benefit of present and future generations;

**BE IT THEREFORE RESOLVED**, that we the Village of Elm Grove Board of Trustees, proclaim January 26-30, 2026 as

**“WINTER SALT WEEK”**

in our Elm Grove and urge all residents, businesses, and city departments to take part in activities and initiatives that promote the responsible use of deicing salt and encourage the adoption of winter maintenance strategies which maintain safety while reducing environmental harm.

**Dated this 27<sup>th</sup> day of January, 2026**

**Crystal Turner, Village Clerk**

**Jim Koleski**

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Eric J. Peter  
14161 Juneau Blvd  
Elm Grove, Wisconsin

January 20, 2026

Village of Elm Grove  
Board of Trustees  
Mr. Tom Harrigan  
Village Manager  
13600 Juneau Blvd.  
Elm Grove, WI 53122

Dear Mr. Harrigan and Village of Elm Grove Board of Trustees,

Pursuant to the Village Code of Ordinances, chapter 243-25B, this is a formal appeal request of a ROW (Right of Way) indemnification denial of February 10, 2025, for a line of arbor vitae trees along the west perimeter of our property at 14161 Juneau Blvd.

The full original line of trees was planted between 1985-1990 when the property was owned by Dr. John Gonis. The property was divided in 1999 into two parcels and the tree line remained in place through the construction of the two new homes. The replacement arbor vitae tree line was mainly replanted by us in 2018 after trimming on the St. George Ct. side prompted complaints and comments from neighbors about their unsightly roadside appearance.

Besides providing some level of natural privacy, the natural berm of the line is very effective directing rainwater runoff away from the low southern and western side of the property.

This became more evident as an approximately forty-foot replacement section was intentionally left open in 2018 to ease construction vehicle access to that area in anticipation of planned remodeling and landscape work in the backyard.

While the missing section was removed there was significant opportunity for street runoff to flow directly into our yard in that particular area. Every rain event caused water pooling and washout in that section of the property.

During our construction phase, it was necessary to fill the area with stone gravel to stabilize the ground. On several occasions after rain events the contractors had to add additional loads of stone gravel to stabilize the area for construction equipment traffic as the runoff from the open area would make the area too muddy and soft.

When the area was reseeded, the runoff made it very difficult to grow lawn due to constant water ingress. Our landscaping and back yard project was completed in June 2024, and we anticipated replacing the remaining forty feet of arbor vitae. Receiving notice of the repaving project on St. George Court in June 2024, we delayed the arborvitae section replacement until after the road work was completed. In October 2024 we replaced the remaining forty feet.

Since then, the yard area has resisted water ingress and washout effectively as the tree line again provides a natural berm directing water flow away from the yard. There can be no better example than the torrential rains of August 11, 2025, of how effective the replacement

tree line was in abating water damage to the yard, as that area suffered no issues. Our yard would have been severely impacted before those forty feet were replaced, as lesser rain events had previously caused problems.

The restoration of the final tree line section has been a good mitigating factor in protecting our yard from storm runoff. Since this is an exceptional circumstance applying to our lot exclusively, and the fact that it is essentially the same line it replaced, and since it causes no detriment to adjacent property and will not materially impair the public interest, we are requesting approval of the ROW indemnification request for the replacement section of arborvitae trees now in place.

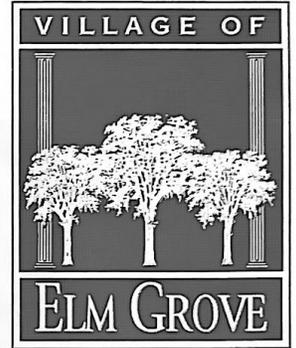
Sincerely,

A handwritten signature in black ink, appearing to read "Eric J. Peter". The signature is stylized with large, sweeping loops and a long horizontal stroke extending to the right.

Eric J. Peter

### Findings required to grant variance

1. Preservation of intent. No variance shall be granted that is not consistent with the purpose and intent of the regulations for the district in which the development is located. No variance shall have the effect of permitting a use in any district that is not a stated permitted use, accessory use or conditional use in that particular district.
2. Exceptional circumstances. There must be exceptional, extraordinary or unusual circumstances or conditions applying to the lot or parcel, structure, use or intended use that do not apply generally to other properties or uses in the same district and the granting of the variance would not be of so general or recurrent nature as to suggest that the Zoning Chapter should be changed.
3. Economic hardship and self-imposed hardship not grounds for variance. No variance shall be granted solely on the basis of economic gain or loss. Self-imposed hardships shall not be considered as grounds for the granting of a variance.
4. Preservation of property rights: that such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other properties in the same district and same vicinity.
5. Absence of detriment: that the variance will not create substantial detriment to adjacent property and will not materially impair or be contrary to the purpose and spirit of this chapter or the public interest.



## Village of Elm Grove Forestry Department

Date: 1-7-15

**Property At: 14161 Juneau Blvd**

Mr. & Mrs. Peter or Current Owner

Vegetation encroaching our streets has become an issue. A safe line of site at intersections needs to be addressed to keep all village residents and visitors safe. Vegetation along our streets makes it difficult to safely remove snow in winter and is damaging vehicles as they pass. Vegetation in the ditch restricts water flow causing localized flooding and can push pedestrians out into traffic lanes. Low hanging limbs can damage vehicles and equipment plus restrict site lines to road side signs.

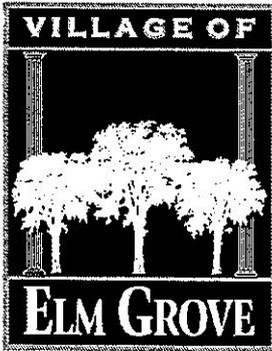
This letter is being sent to inform you that the vegetation on the corner or along the frontage of your home is going to be cut back from the road edge. Invasive species, per Wisconsin's invasive species list, will be cut and a herbicide painted on to avoid further sprouting. Tall grass and weeds will still be the responsibility of the resident. Trees will be pruned, to the Internal Society of Arboriculture standards, to allow safe traffic flow.

The department's intention, to the best of our ability, is not to open a site line to your property or home. However, some roadside vegetation will be thinner as intersection and roadside safety is our main concern. If you have a specific concerns about your property please contact me at 782-6700 or [forester@elmgrovewi.org](mailto:forester@elmgrovewi.org).

Sincerely,

Ron Hill  
Village Forester

**Note: Some of the arborvitae on St. George will be very thin. Some large sections will be removed on the street side.**



## DEPARTMENT OF PUBLIC WORKS

*Richard Paul Jr.*  
*Director of Public Works*

13600 Juneau Boulevard  
Elm Grove, Wisconsin 53122-1679

(262) 782-6700 Fax (262) 782-8714

E-Mail [rpauljr@elmgrovewi.org](mailto:rpauljr@elmgrovewi.org)

June 28<sup>th</sup>, 2024

### Street Paving Notice – St. George Ct

Dear Resident,

Your street is on the list for repaving in **2024**. The Village of Elm Grove DPW will begin to address stormwater concerns and upgrades/or installation of culverts and ditches that may have been buried or filled in over time in preparation of the new pavement this summer. The area of the ROW in which the work will be completed is typically within the area of about 15-20' from the road edge into the lot.

You may see multiple 1-2 DPW crews working in the area as available, then once the paving schedule has been established, you will be updated on a closer schedule at that time.

#### What to expect:

- Excavations to grade ditches properly along the road edge.
- Replacement/installation of culvert pipes under the driveway approach.
- Possible removal of foliage within the work areas to allow for completion of work.
- Reseeding and seasonal restoration before fall but after paving is completed.

If there are any structures, plantings or buried items in the ROW installed by a homeowner, those items will likely have to be removed. If there are any irrigation systems that are present those will need to be marked and possibly removed.

It would be helpful if you could reach out with an e-mail should there be any irrigation systems present so we can coordinate with any that are in conflict.

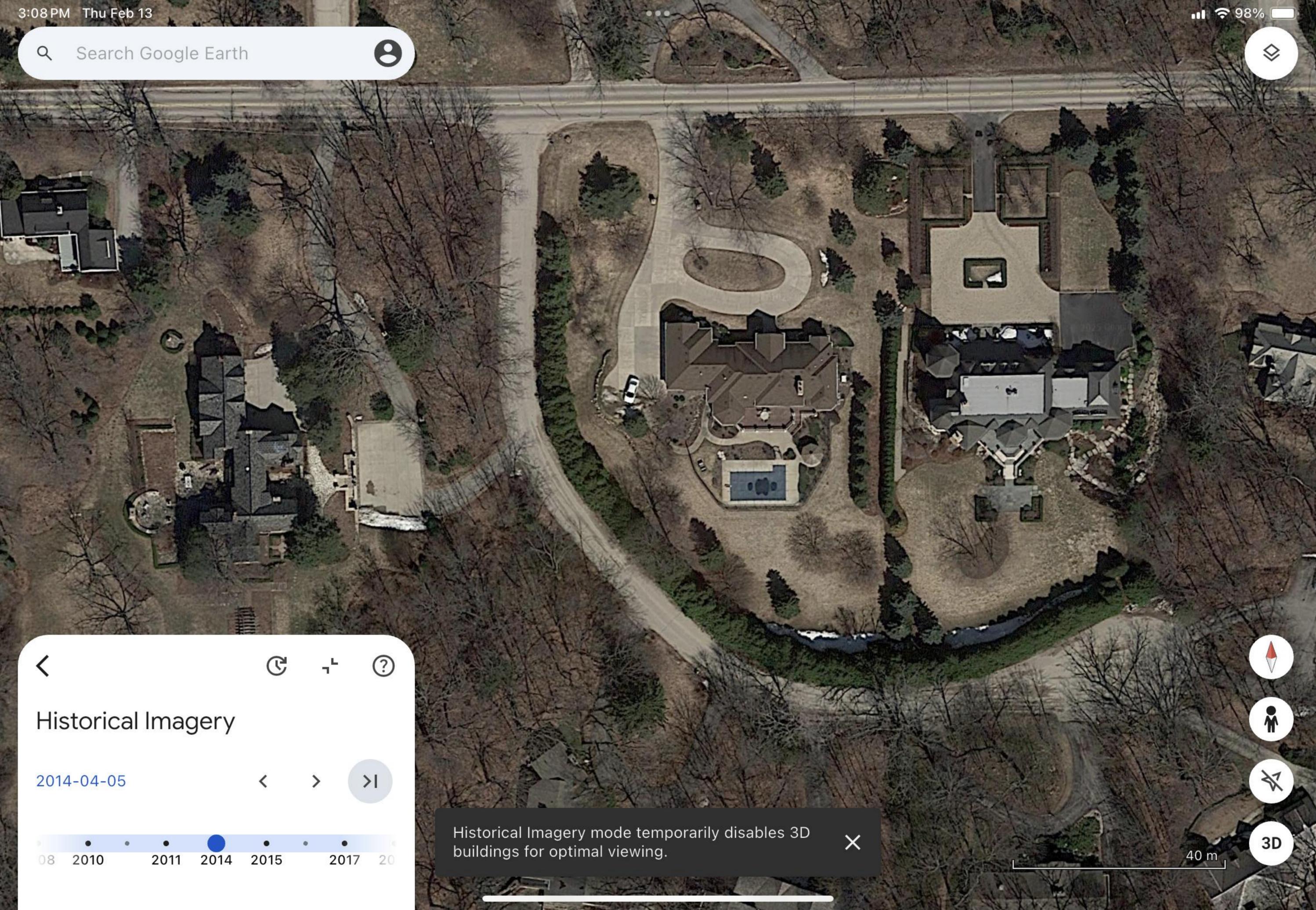
We are evidently at Mother Nature's mercy, so delays may occur due to weather conditions.

Thank you for your patience and cooperation. It would be helpful if you would send an e-mail to me at [rpauljr@elmgrovewi.org](mailto:rpauljr@elmgrovewi.org) so I may have a way to communicate anything pertinent to the project as may be needed. If there is a need for a mass notification, all emails will be Bcc'd to maintain privacy.

Sincerely,

Richard Paul, Jr.  
Director of Public Works  
Village of Elm Grove

Search Google Earth



Historical Imagery

2014-04-05

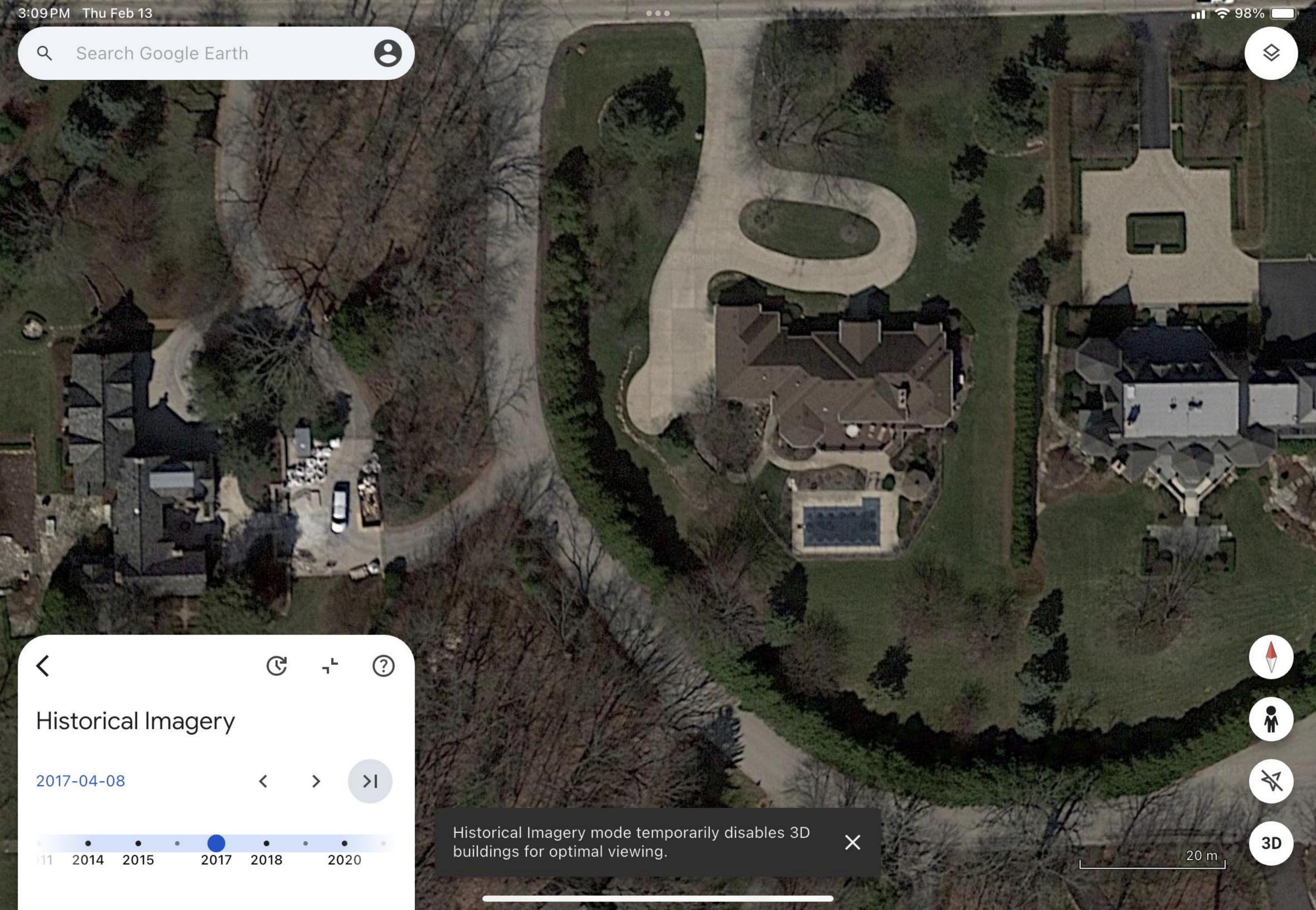
08 2010 2011 2014 2015 2017 20

Historical Imagery mode temporarily disables 3D buildings for optimal viewing.

- 3D
- Navigation icons: compass, person, location pin, 3D

40 m

Search Google Earth



Historical Imagery

2017-04-08

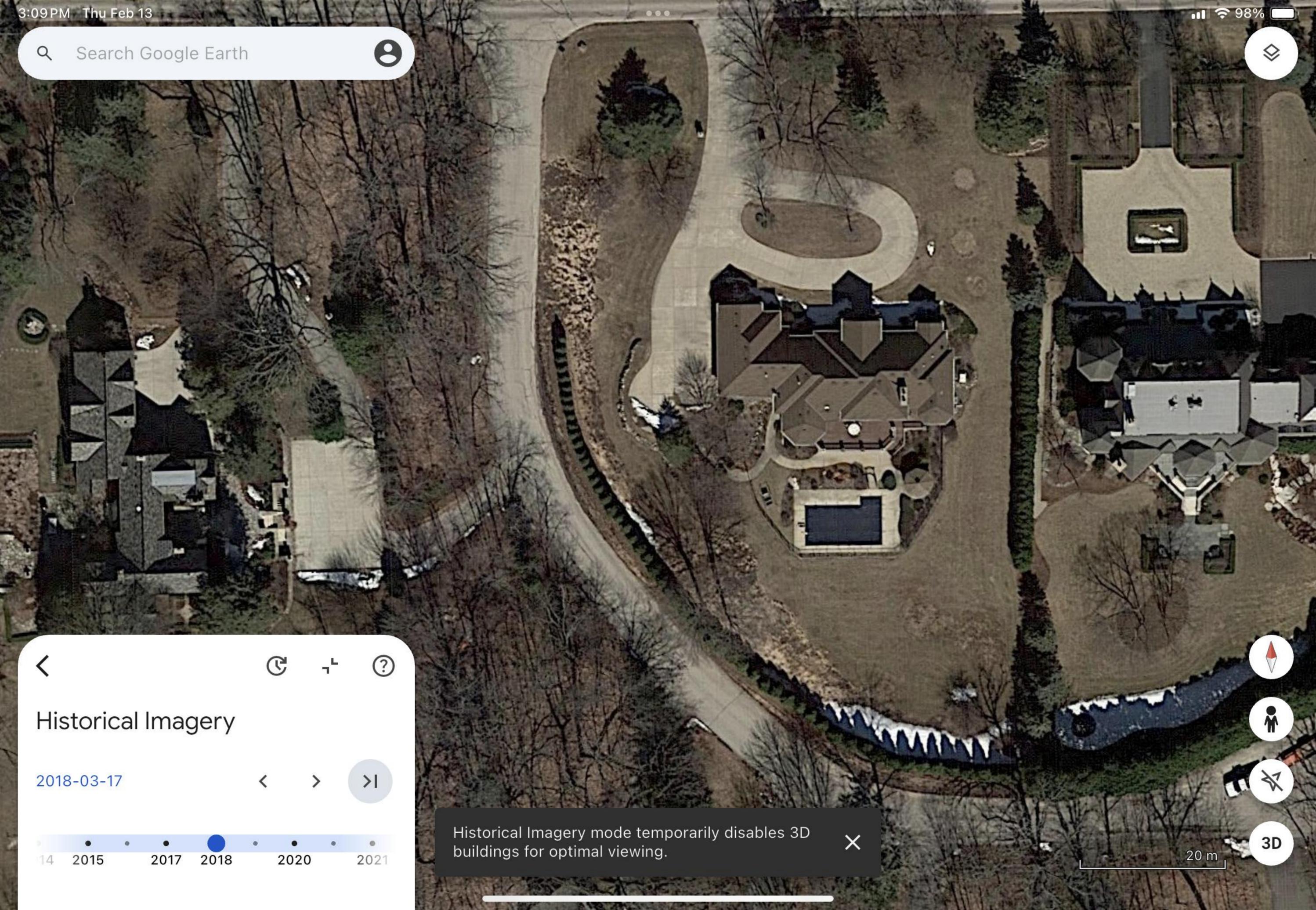
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Historical Imagery mode temporarily disables 3D buildings for optimal viewing.



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Search Google Earth



Historical Imagery

2018-03-17

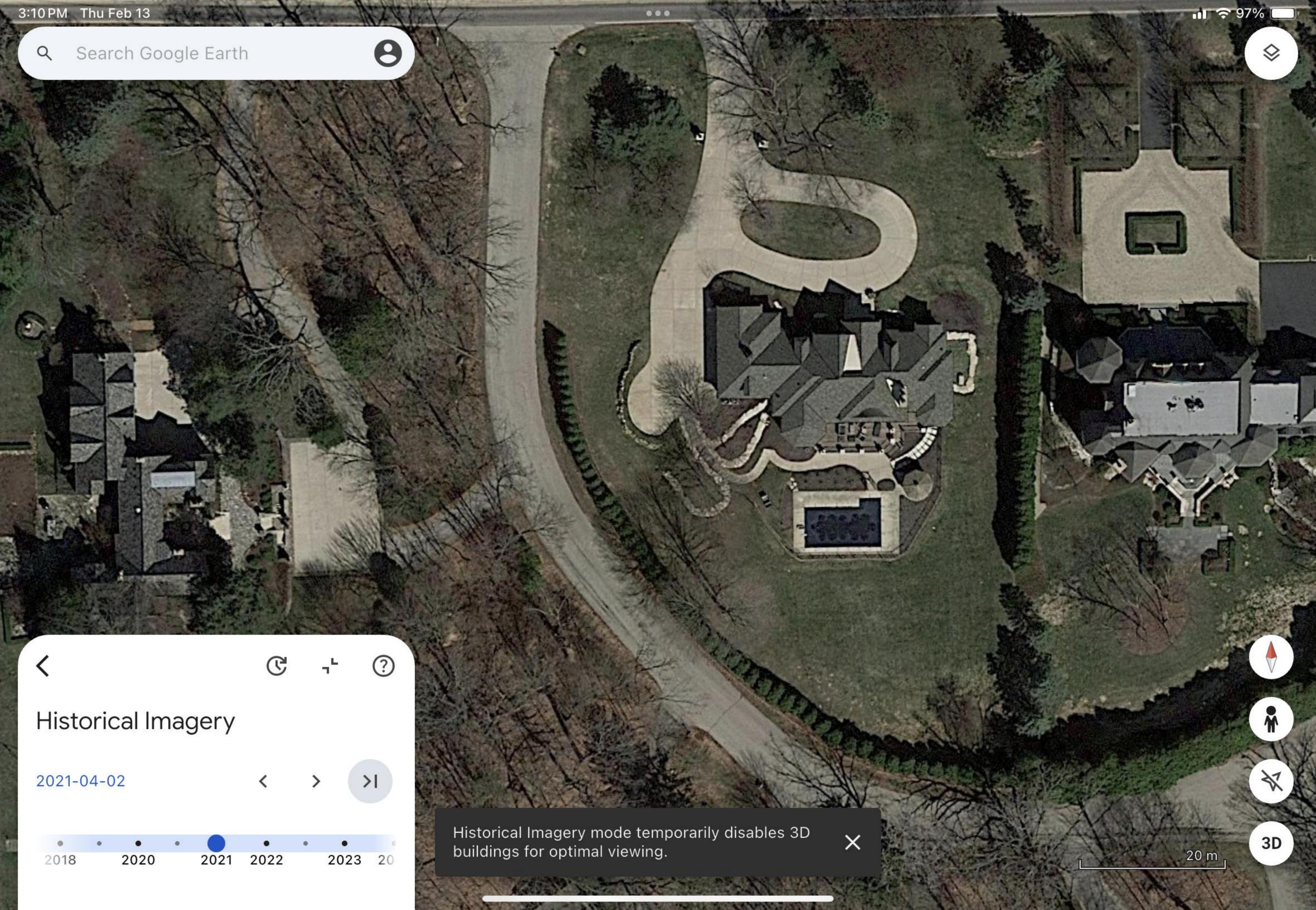
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Historical Imagery mode temporarily disables 3D buildings for optimal viewing.

Navigation icons: Home, Street View, Compass, 3D

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Search Google Earth



Historical Imagery

2021-04-02

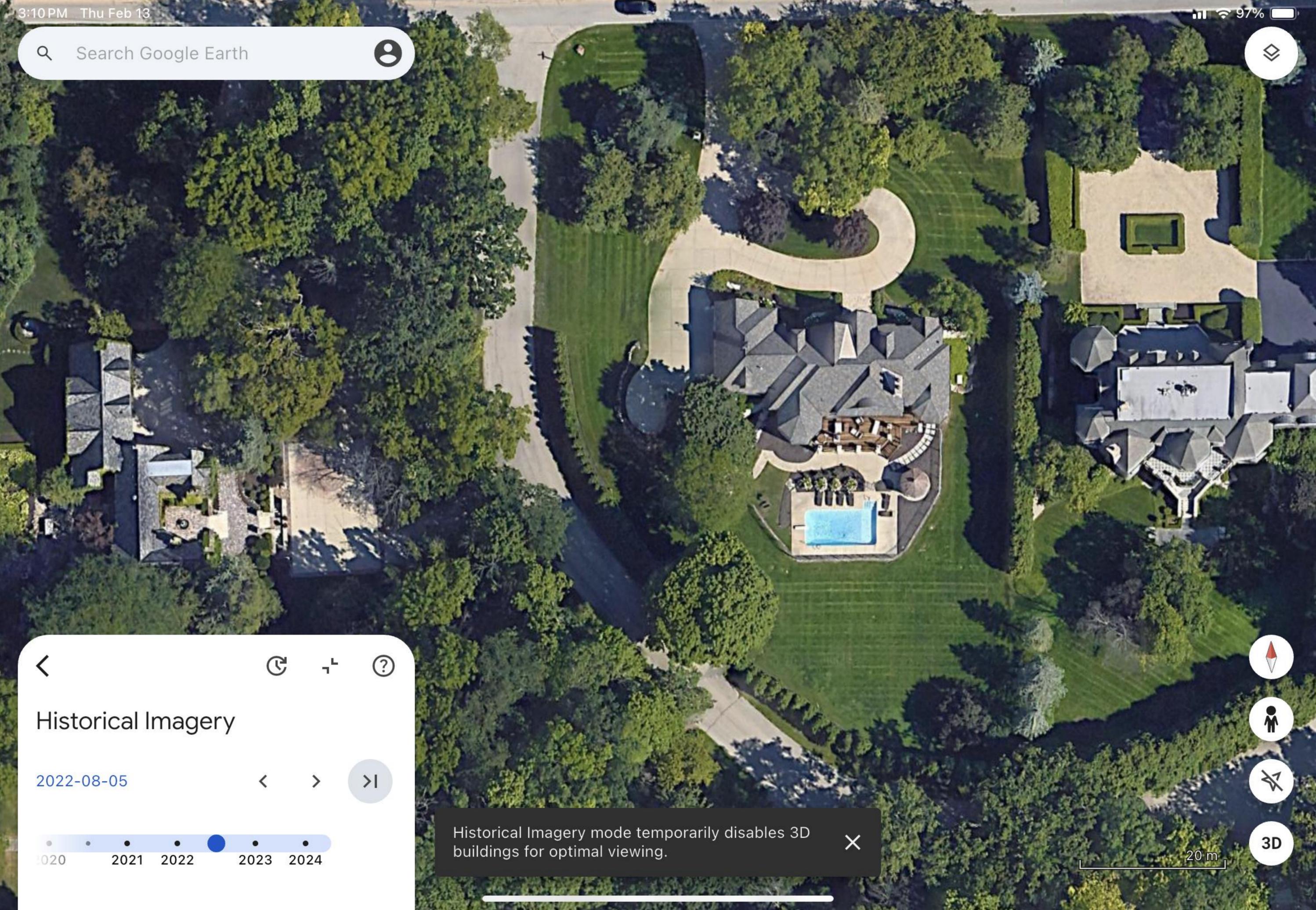
2018 2020 2021 2022 2023 20

Historical Imagery mode temporarily disables 3D buildings for optimal viewing.



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Search Google Earth



Historical Imagery

2022-08-05

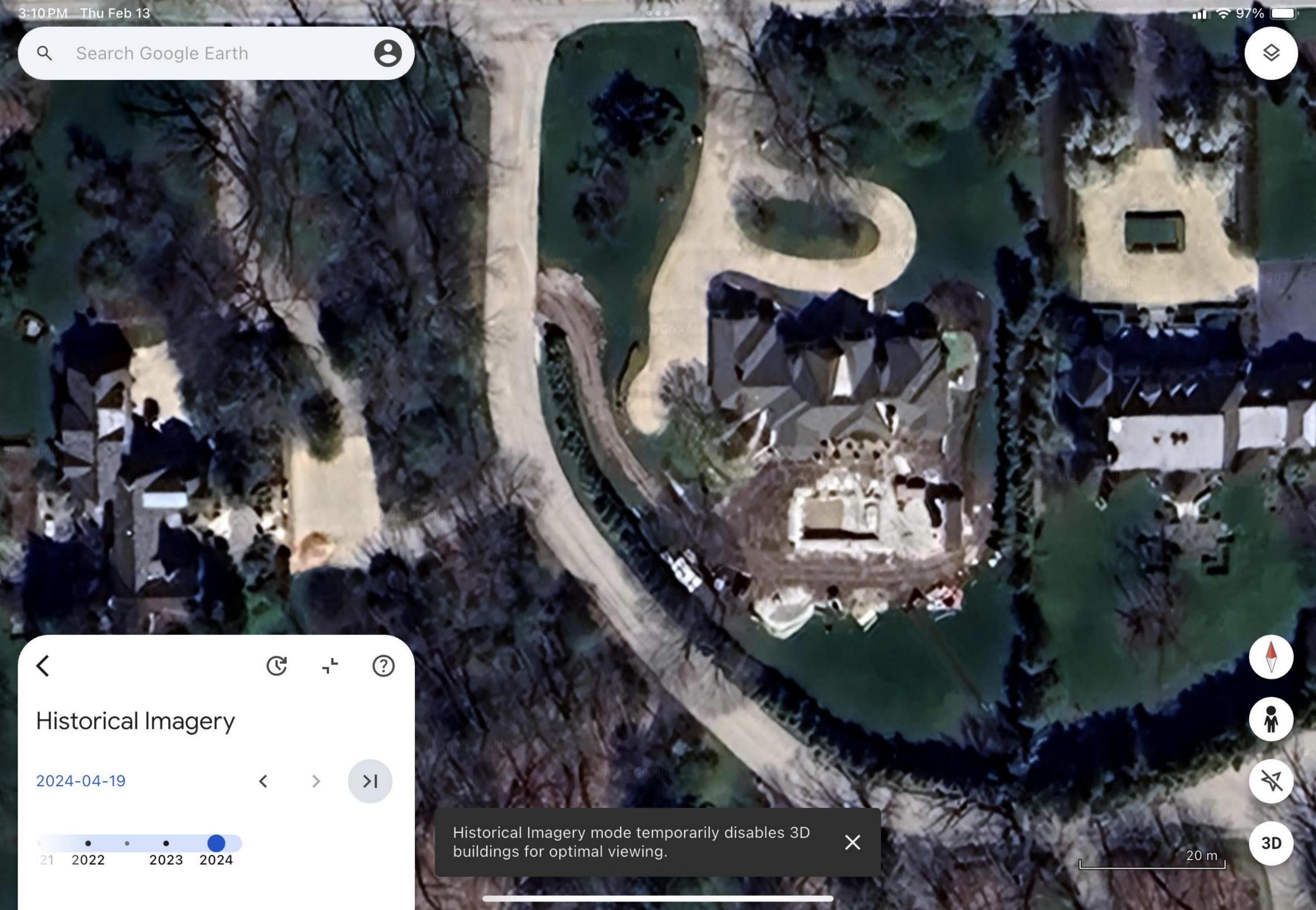
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Historical Imagery mode temporarily disables 3D buildings for optimal viewing.

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Historical Imagery

2024-04-19

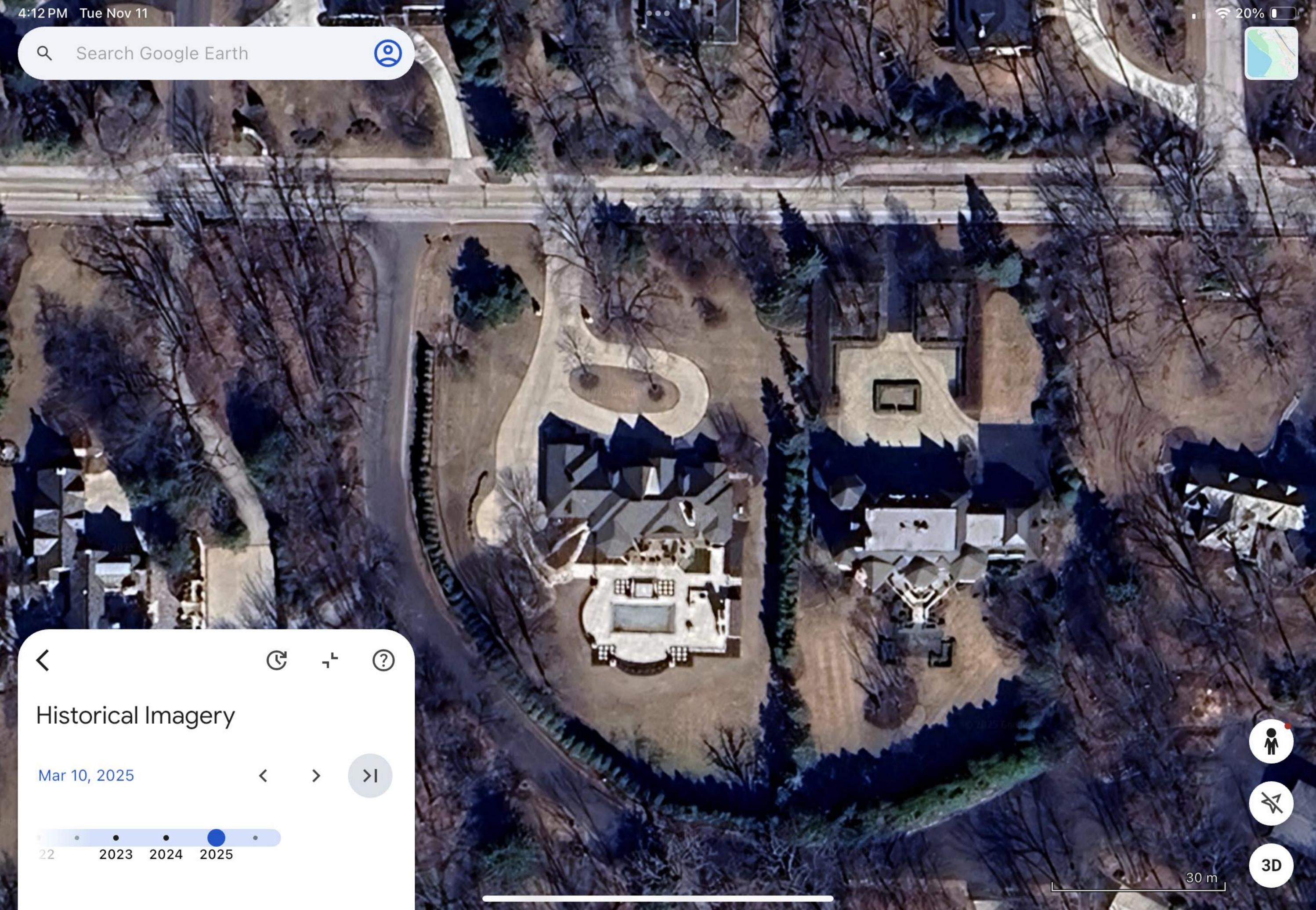
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Historical Imagery mode temporarily disables 3D buildings for optimal viewing.

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- Navigation icons: compass, person, location pin, 3D

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Historical Imagery

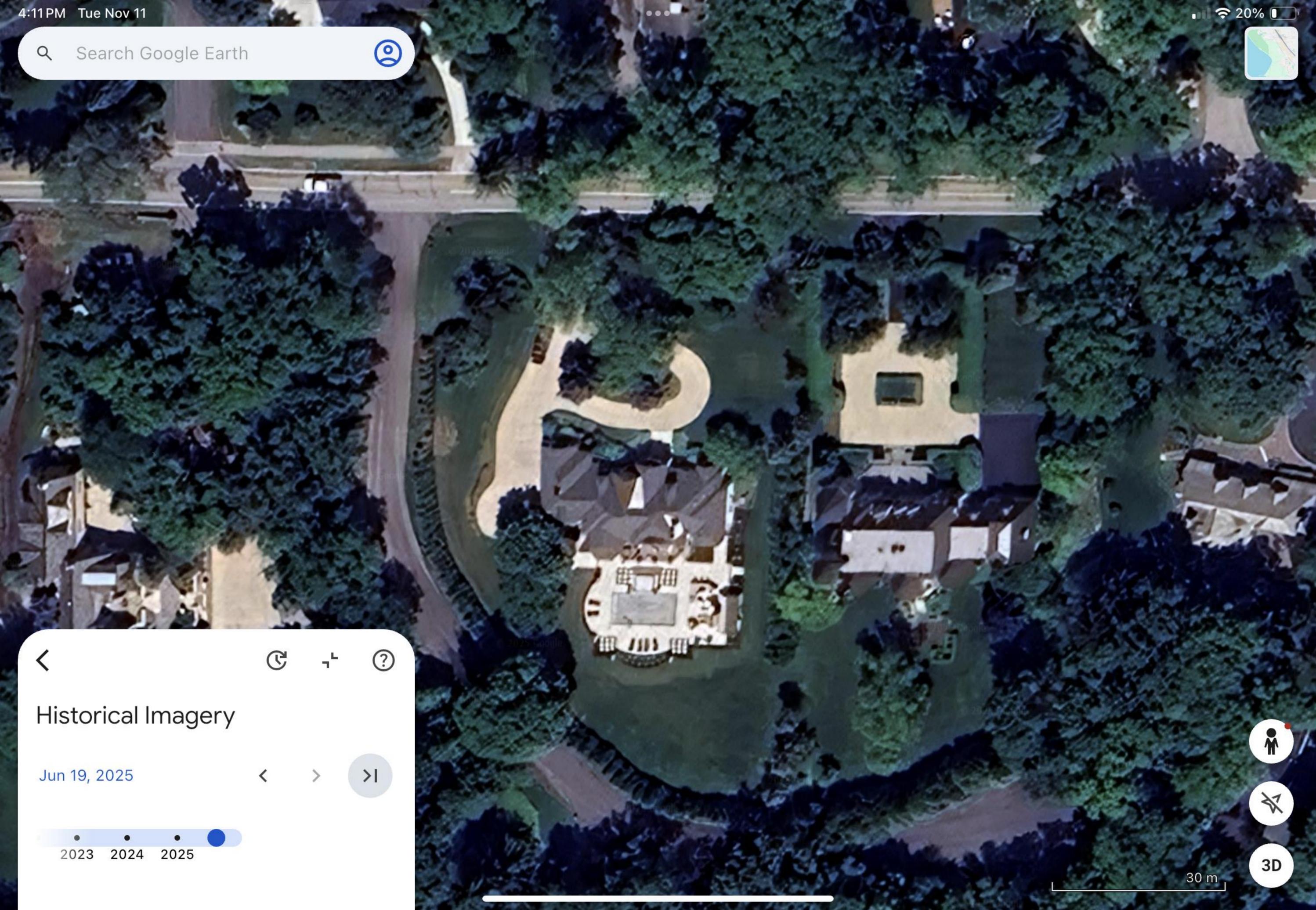
Mar 10, 2025

22 2023 2024 2025



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Search Google Earth



Historical Imagery

Jun 19, 2025

2023 2024 2025



30 m



**Legend**

- Intermediate Contours
  - Intermediate Contour
  - Intermediate Depression
- Index Contours
  - Index Contour
  - Index Depression
- Municipal Boundary\_2K
- Parcel\_Dimension\_2K
- Note\_Text\_2K
- Lots\_2K
  - Lot
  - Unit
  - General Common Element
  - Outlot
- SimultaneousConveyance
  - Assessor Plat
  - CSM
  - Condominium
  - Subdivision
- Cartline\_2K
  - EA-Easement\_Line
  - PL-DA
  - PL-Extended\_Tie\_line
  - PL-Meander\_Line
  - PL-Note
  - PL-Tie
  - PL-Tie\_Line
  - <all other values>
- Railroad\_2K

0 100.00 Feet

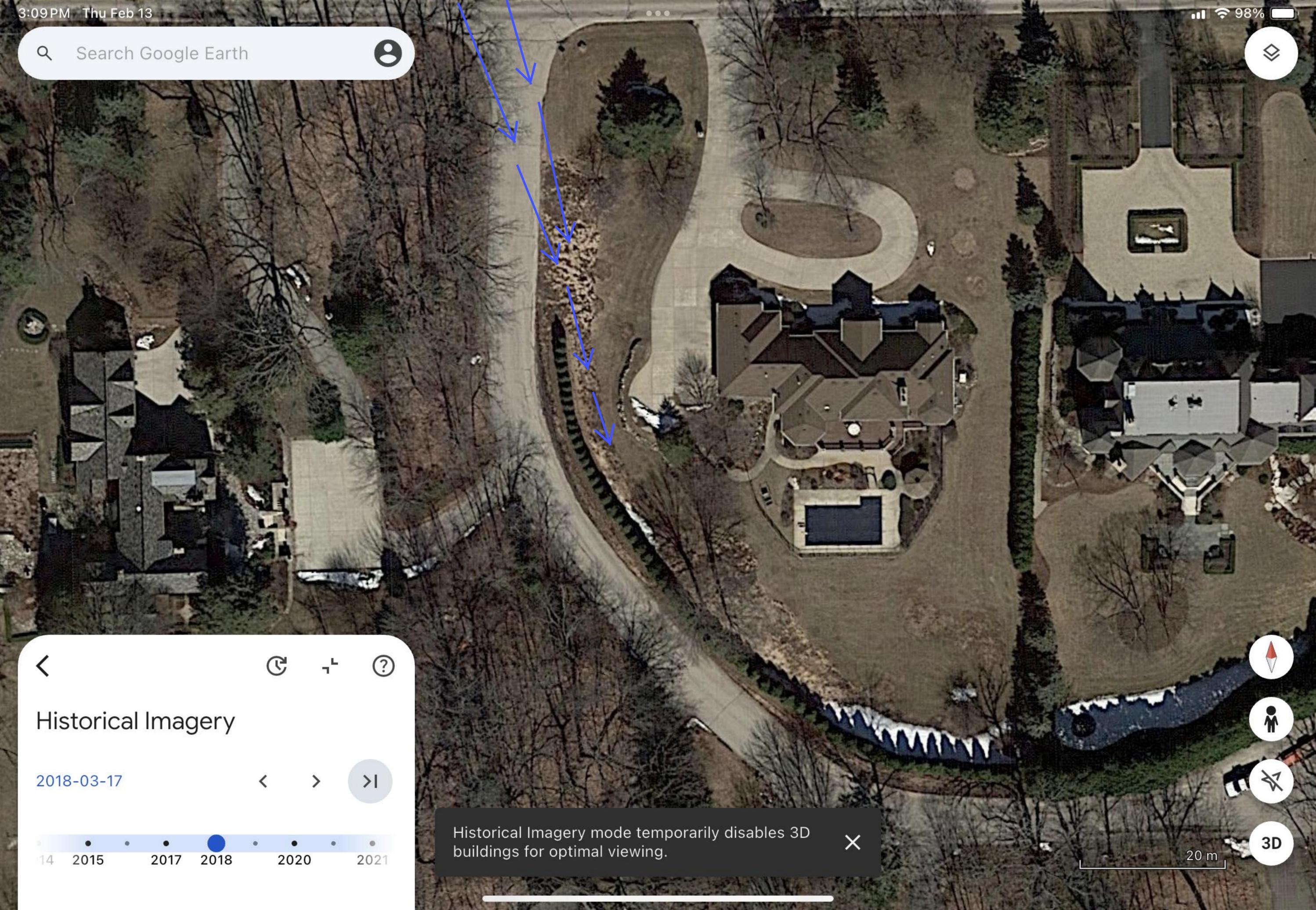
The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.

**Notes:**

Printed: 1/8/2026



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Historical Imagery

2018-03-17

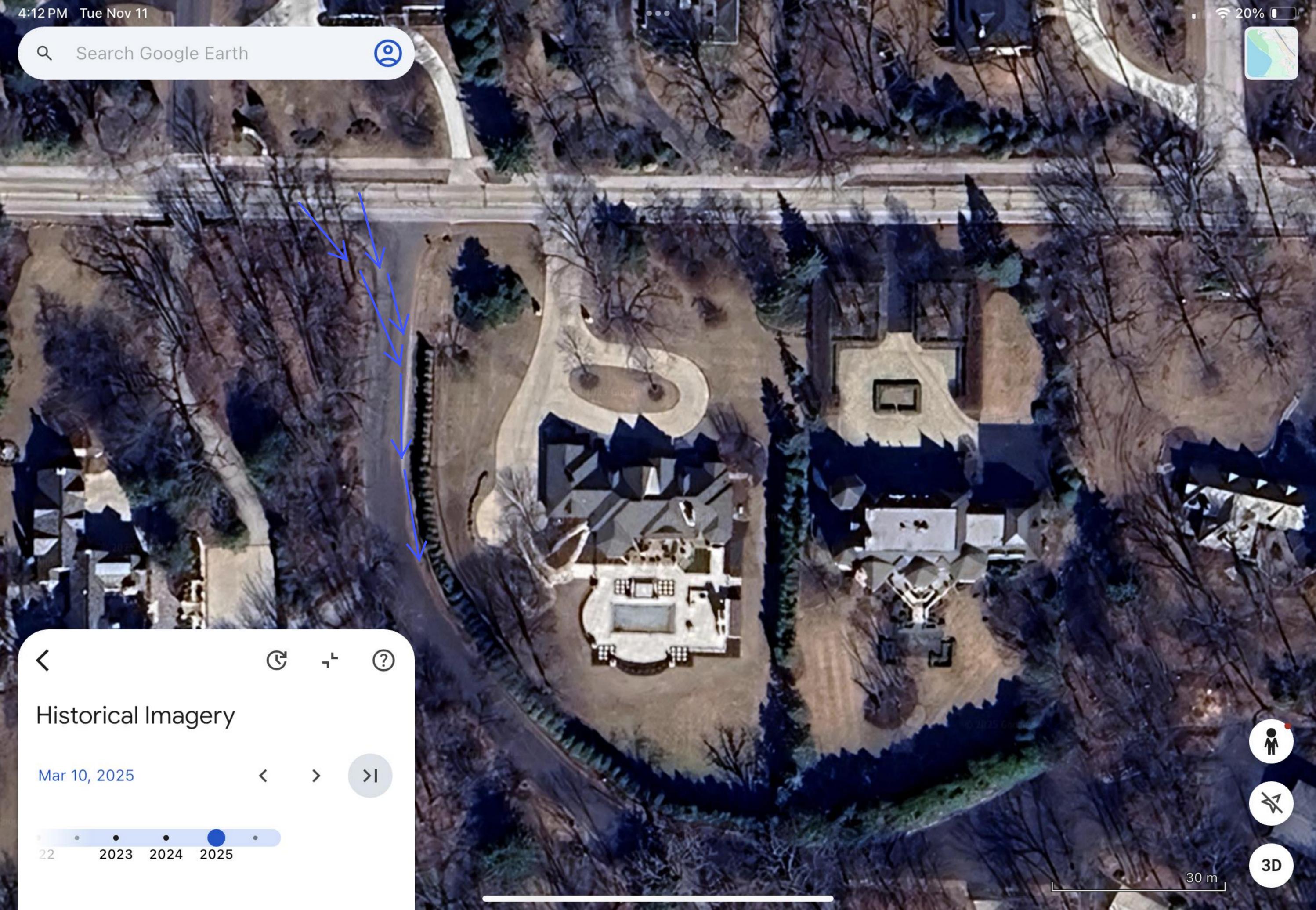
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Navigation icons: Home, Street View, Compass, 3D

Search Google Earth



Historical Imagery

Mar 10, 2025

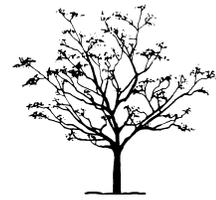
22 2023 2024 2025



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January 6, 2026



**David J. Frank Landscape  
Contracting, Inc.**

To Whom It May Concern,

This letter is in regard to the row of arborvitae planted along the border of St. George Court and 14161 Juneau Blvd.

The original line of arborvitae was planted prior to Eric and Gina Peter purchasing the property, but due to the age/poor condition of those arborvitae, the Peters removed the original arborvitae and began replacing them. In 2018, they replaced a majority of the line but left out a 40 foot section of the line along the western side of their property, to allow for equipment access to their backyard for a renovation project. This last section along the west property, was replanted at the completion of the backyard renovation project, and the St. George Court repaving project, in 2024. All new arborvitae trees were planted in the same line location as the original planted line of arborvitae.

There are multiple reasons/hardships to this property that warrant the need for the line of arborvitae along St. George Court.

1. This property is a corner lot but is bordered by public road on 3 sides. Because St. George Court curves and changes direction, it borders this property on the west and south side, which exposes the entire backyard to public viewing and lack of privacy. The line of arborvitae creates the screen necessary for the privacy of this backyard.
2. The ROW lacks any type of effective drainage swale along the west property to keep road runoff from migrating onto the Peter property. Surface water does eventually make its way to the drainage basin along St. George Court, but not before it would first flow across the Peter's backyard. For the backyard renovation project, a rip rap tracking pad needed to be installed along St. George Court to stabilize the soil due to the amount of water at our access point. Upon completion of the backyard renovation project, the lawn was restored and turf seed was installed. Due to the amount of water runoff from St. George Court, the turf seed struggled to germinate and establish because of the level of moisture in the soil and soil erosion.

The line of arborvitae creates a natural barrier/swale for the road runoff and gives it a more direct flow along St. George Court, to the drainage basin, and not migrating onto the Peter property. Since the installation of the arborvitae, the west property, and backyard, have been drier and more successful in reestablishing the lawn.

N120 W21350 Freistadt Road  
P.O. Box 70  
Germantown, WI 53022  
Tel: (262) 255-4888  
Fax: (262) 628-4729  
mail@davidjfrank.com

With the benefits of the arborvitae line mitigating the privacy and stormwater hardships of the property, and planted in the same location as the original arborvitae line, we are requesting an approval of a ROW indemnification for the arborvitae trees now planted in place.

Sincerely,

A handwritten signature in black ink, appearing to read 'Allan Schraufnagel', with a long horizontal flourish extending to the right.

Allan Schraufnagel  
Associate Landscape Architect

Cell: 414-507-3532

Email: [aps@davidjfrank.com](mailto:aps@davidjfrank.com)

N120 W21350 Freistadt Road  
P.O. Box 70  
Germantown, WI 53022  
Tel: (262) 255-4888  
Fax: (262) 628-4729  
[mail@davidjfrank.com](mailto:mail@davidjfrank.com)



**LEGISLATIVE COMMITTEE DRAFT MINUTES  
December 18, 2025 \* 8:30 AM \* Reinders Room**

13600 Juneau Boulevard, Elm Grove, WI 53122

12/18/2025 - Minutes

**1. Call the Meeting to Order and Roll Call.**

*Trustee Stuckert called the meeting to order at 8.30AM*

Present: Trustee Stuckert, Trustee Castile, Trustee Sayas, and Chad Schomberg (Zoom at 8.37am) Sayas

Excused: Rebeka Sinclair

Also Present: Village Manager Harrigan, Asst. Village Manager Sowl, Village Clerk Turner, Chief Hennen, Asst. Chief Unger, and Attorney de la Mora

**2. Approval of Minutes**

**A. Review and act on the October 13, 2025 Legislative Committee Draft Minutes**

**Motion by Trustee Castile, seconded by Trustee Sayas, to approve the October 13, 2025 Legislative Committee Minutes as amended.**

Aye: (3) Trustee Stuckert, Trustee Castile, and Trustee Sayas

**3. Review and act on the creation of a new Rm-3 district for CBRF (Community Based Residential Facilities) and RCAC (Residential Care Apartment Complexes)**

*Trustee Stuckert introduced the creation of the new Rm-3 district.*

*Attorney de la Mora stated to change to the Land Use Map should be in sync with the adoption of the new district. Trustee Stuckert stated updates would indicate to a developer of how the Village would like to see things done. The idea is that the updates will be locked in through the comprehensive plan.*

**Motion by Trustee Sayas, seconded by Trustee Castile, to approve the creation of a new Rm-3 district for CBRF (Community Based Residential Facilities) and RCAC (Residential Care Apartment Complexes)**

Aye: (3) Trustee Stuckert, Trustee Castile, and Trustee Sayas

4. **Review and act on Ordinance 2025-13 to remove CBRF (Community Based Residential Facilities) and RCAC (Residential Care Apartment Complexes) from § 335-26 I-1 Institutional Districts.**

**Motion by Trustee Castile, seconded by Trustee Sayas, to approve Ordinance 2025-13 to remove CBRF (Community Based Residential Facilities) and RCAC (Residential Care Apartment Complexes) from § 335-26 I-1 Institutional Districts.**

Aye: (4) Trustee Stuckert, Trustee Castile, Trustee Sayas, and Chad Schomberg

5. **Review and act on the request from the Public Safety Committee to amend § 275-4 Schedule IV: Parking Prohibited of the Elm Grove Code of Ordinances to address safety concerns near Lindhurst Drive and Lindhurst Court.**

*Trustee Sayas introduced the item forwarded from the Public Safety meeting. Chief Hennen has received multiple complaints from residents on Lindhurst for parking issues. Started with a temporary no parking signs and now recommending permanent no parking signs are installed.*

*Chief Hennen stated he has received support from residents and the goal is to improve safety for school drop off.*

*Trustee Sayas noted the Public Safety Committee discussed having specific times so not to impact residents. No parking on school days 8am-9am and 3pm-4pm Chief Hennen contacted the school to verify.*

*Village Manager Harrigan asked if the no parking descriptions are accurate. Chief Hennen confirmed they are accurate.*

*Attorney de la Mora asked if all areas were in the right of way. Chief Hennen confirmed they are.*

**Motion by Trustee Sayas, seconded by Trustee Castile, to recommend to the Board of Trustees to move forward on the request from Chief Hennen to amend § 275-4 Schedule IV: Parking Prohibited of the Elm Grove Code of Ordinances to address safety concerns at the following locations:**

**Lindhurst Drive, West side, between Legion Drive and Oakhurst Drive**

**Lindhurst Drive, East side, between Lindhurst Drive and Lindhurst Court**

**Lindhurst Drive, East side, between Lindhurst Court and Oakhurst Drive**

**Lindhurst Court, Both sides, from Lindhurst Drive to Lindhurst Court (cul-de-sac)**

**No parking restrictions on school days from 8:00am to 9:00am and from 3:00pm to 4:00pm.**

Aye: (4) Trustee Stuckert, Trustee Castile, Trustee Sayas, and Chad Schomberg

**Attorney de la Mora** asked what kind of posting for the restriction is planned. **Chief Hennen** stated there is currently temporary no parking signs in the location.

**Village Manager Harrigan** asked do permanent signs have to reference the ordinance. **Chief Hennen** noted current permanent signs do not reference the ordinance. **Trustee Sayas** stated the signs will have the restricted times.

**Trustee Sayas** shared the Committee did discuss if the school has a daytime event for parents the Police Department will bag the signs with special requests from the school.

## 6. Review and act on the amendments to § 208-9(C) and § 208-13(A)(3) to align with the 2025 Wisconsin Act 24 renumbering of the State Statutes.

*Village Manager Harrigan stated due to Wisconsin State Statute renumbering the Village Ordinances needs to reflect state statutes accurately in order to be enforceable.*

**Motion by Trustee Sayas, seconded by Trustee Castile, to amend § 208-9(C) and § 208-13(A)(3) to align with the 2025 Wisconsin Act 24 renumbering of the State Statutes.**

Aye: (4) Trustee Stuckert, Trustee Castile, Trustee Sayas, and Chad Schomberg

## 7. Other Business

*Trustee Stuckert stated noise complaints require two separate households as complainants for anything to happen. Other communities allow the Officer to be the second complainant.*

*Village Manager Harrigan said this is a loop hole that needs two residents to place a complaint in order to enforce. Others may not be home. Officers would have discretion*

*Chief Hennen said noise complaints are challenging right now as they can't make contact based on one complaint even to ask someone to turn down music or noise. More effective if the Officer is able to be second complainant.*

*Trustee Stuckert stated other neighbors may feel uncomfortable to make a complaint.*

*Asst. Chief Unger noted habitual howling may be covered by a different ordinance and may also require two complainants.*

*Trustee Stuckert requested to add an item to the next legislative meeting to amend the peace and good order ordinance.*

*Village Manager Harrigan stated staff will review language and bring forward to the Legislative Committee.*

*Chief Hennen stated habitual barking for dogs does require two complainants. Generally, on the first complaint it would be a verbal warning. If in a short time frame there was a second call and can verify the Officer will issue a citation. The updates would not change how the Police Department operates.*

*Trustee Castile asked if the definition around habitual barking should be defined. Chief Hennen recommended not being too specific and allow for the court to review if it gets to that point.*

## 8. Adjournment

**Motion by Trustee Sayas, seconded by Trustee Castile, to adjourn at 9.03AM**

Aye: (4) Trustee Stuckert, Trustee Castile, Trustee Sayas, and Chad Schomberg

Minutes respectfully submitted by: Crystal Turner, Village Clerk

Minutes approved on:

ORDINANCE 2026-03

THE VILLAGE OF ELM GROVE CODE OF ORDINANCES  
 § 275-4 (B) Parking, Stopping and Standing

THE VILLAGE BOARD OF THE VILLAGE OF ELM GROVE DO ORDAIN AS FOLLOWS:

Section 1:

§ 275-4 (B) Parking, Stopping and Standing

A. No-parking areas. There shall be no parking at any time in posted areas unless otherwise designated on the sign. The following areas are designated no-parking areas:

Name of Street	Side	Location	Restrictions
124th Street	Both	Between Watertown Plank Road and West Grove Terrace	
Bobby Lane [Added 4-22-2019]	South	From Hollyhock Lane 75 feet east	
Church Street	East	For distance of 290 feet from Juneau Boulevard south to Watertown Plank Road	
Church Street	West	Between Watertown Plank Road and Juneau Boulevard	
Crescent Drive	Both	Between Watertown Plank Road and Elmwood Road	
Crescent Drive [Added 7-25-2006]	West	Beginning north of crosswalk on Crescent Drive at Watertown Plank Road to a point 200 feet north on the west side of Crescent Drive	
Elm Grove Road	Both	Between (STH 18) Bluemound Road and Watertown Plank Road	
Elm Grove Street [Added 10-27-2009]	East	From Watertown Plank Road to Juneau Boulevard	
Highland Drive	East	Between Watertown Plank Road and Lata Vista Drive	
Hollyhock Lane	East	Between Legion Drive and Bobby Lane	
Hollyhock Lane [Added 7-25-2006]	South	Underwood River Parkway to Gremoor Drive	

Name of Street	Side	Location	Restrictions
Hollyhock Lane	West	From the stop sign at Hollyhock Lane and Legion Drive to a point 50 feet north on Hollyhock Lane	
Juneau Boulevard	North	Between the west edge of Church Street and Watertown Plank Road	
Juneau Boulevard <b>[Added 8-22-2006]</b>	North	From Church Street West to Woodlawn Circle	
Juneau Boulevard	South	From the center line of Church Street to a point 560 feet east of Church Street	
Knoll Road		From the west property line of 1255 Knoll Road to the west edge of 124th Street	
Legion Drive	Both	From Watertown Plank Road to Juneau Boulevard	
Legion Drive	East	Between Lindhurst Drive and Hollyhock Lane	
Legion Drive <b>[Added 5-26-2020]</b>	East	From Elmhurst Parkway to Nicolet Avenue	
Legion Drive <b>[Added 7-25-2006]</b>	West	From Elmhurst Parkway to Hollyhock Lane	
Legion Drive	West	From the stop sign at Legion Drive and Hollyhock Lane to a point 50 feet south on Legion Drive	
Legion Drive <b>[Added 5-26-2020]</b>	West	To Legion Drive Village Park entrance	
Lindhurst Drive	West side	Between Legion Drive and Oakhurst Drive	No Parking on school days from 8:00 a.m. to 9:00 a.m. and from 3:00 p.m. to 4:00 p.m.
Lindhurst Drive	East side	Between Lindhurst Drive and Lindhurst Court	No Parking on school days from 8:00 a.m. to 9:00 a.m. and from 3:00 p.m. to 4:00 p.m.
Lindhurst Drive	East side	Between Lindhurst Court and Oakhurst Drive	No Parking on school days from 8:00 a.m. to 9:00 a.m. and from 3:00 p.m. to 4:00 p.m.
Lindhurst Court	Both sides	From Lindhurst Drive to Lindhurst Court (cul-de-sac)	No Parking on school days from 8:00 a.m. to 9:00 a.m. and from 3:00 p.m. to 4:00 p.m.
Pilgrim Parkway <b>[Added 7-25-2006]</b>	East	From Watertown Plank Road to Gebhardt Road	
State Highway 18 (STH 18) Bluemound Road	Both	Including the median shoulder areas from the east edge of Elm Grove Road east to the corporate limits of the Village of Elm Grove and the Milwaukee/Waukesha County boundary	

Name of Street	Side	Location	Restrictions
Underwood River Parkway [Added 7-25-2006; 2-27-2024]	South	San Fernando to Hollyhock Lane	
Village Park (13600 Juneau Boulevard)		Along both sides of the entrance drive from Legion Drive westerly 700 feet into the Village Park and any nonroadway areas, paved or unpaved, not specifically designated as a parking area by pavement markings or other indicia	
Wall Street	Both	In its entirety, with the exception of limited parking signs that may be posted to necessitate loading zone areas	
Watertown Plank Road	Both	Between Blue Ridge and Church Street	
Watertown Plank Road	Both	Between Pilgrim Parkway and Terrace Drive	
Watertown Plank Road	North	Between Shadow Lawn Drive and Circle Drive	
Watertown Plank Road[Added 7-25-2006]	North	From Terrace Drive to Highland Drive	
Watertown Plank Road	South	Between Meadow Lane and Sunnyslope Road	
Watertown Plank Road	South	From the easterly edge of Pilgrim Parkway to a point 468 feet east of Pilgrim Parkway	
Watertown Plank Road	South	Between the west driveway access of 13275 Watertown Plank Road and the east property line of said location	
Watertown Plank Road	South	Between the east driveway access of 13335 Watertown Plank Road and the east edge of Elm Grove Road	

**Section 2:** This ordinance shall take effect and be in full force from and after its passage and publication by posting.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

VILLAGE OF ELM GROVE

By: \_\_\_\_\_

Jim Koleski, Village President

ATTEST:

\_\_\_\_\_

Crystal Turner, Village Clerk/Deputy Treasur

STATE OF WISCONSIN

WAUKESHA COUNTY

VILLAGE OF ELM GROVE

ORDINANCE 2026-04

THE VILLAGE OF ELM GROVE CODE OF ORDINANCES  
§ 208-9 (C) and § 208-13(A)(3) Amended Citation Reference

THE VILLAGE BOARD OF THE VILLAGE OF ELM GROVE DO ORDAIN AS FOLLOWS:

**Section 1:**

Pursuant to 2025 Wisconsin Act 24, the Wisconsin Legislature renumbered and consolidated the prior Wis. State Statutes § 940.19 (Battery) statutes into new sections beginning at § 940.60, titled “Battery; substantial battery; aggravated battery.”

As a result, existing references in the Elm Grove Code to § 940.19 or § 940.19(1) are now outdated. Updating these citations ensures local ordinances accurately reference current Wisconsin Statutes and remain enforceable under state law.

Summary of Required Updates Code Section	Current Citation	Updated Citation	Purpose of Change
§ 208-9(C)	§ 940.19(1), Battery	§ 940.60(1), Battery	Update statutory reference to reflect renumbered Wisconsin Statute.
§ 208-13(A)(3)	§ 940.19, Wis. Stats.	§ 940.60, Wis. Stats.	Align nuisance activity section with current state statute.

**Section 2:** This ordinance shall take effect and be in full force from and after its passage and publication by posting.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

VILLAGE OF ELM GROVE

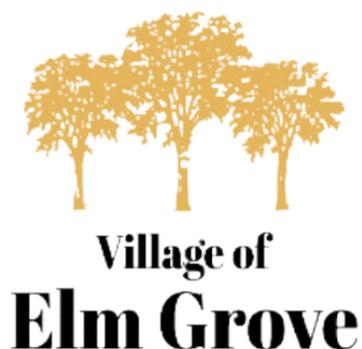
By: \_\_\_\_\_

Jim Koleski, Village President

ATTEST:

\_\_\_\_\_

Crystal Turner, Village Clerk/Deputy Treasurer



**RECREATION COMMITTEE MINUTES**  
**January 13, 2026 \* 5:30 PM \* Park View Room**

13600 Juneau Boulevard  
Elm Grove, WI 53122

1/13/2026 - Minutes

**1. Call Meeting to Order/Roll Call**

**Chairman Hillmann** called the meeting to order at 5:32 pm

**Present:** Trustee Hillmann, Trustee Olson, Trustee Sayas, Allison Kelly, Stacy Barry Coffee, Patrick McNally, Ryan Black, Dr. Susan Retzack

**Also Present:** Isabella Naughton, Ethan Sowl

**2. Approval of Minutes**

**A. Review and act on October 14, 2025 Recreation Committee minutes.**

**Motion by Trustee Sayas** seconded by **Dr. Retzack** to approve the October 14, 2025 recreation committee meeting minutes.

**All in favor. Motion passed.**

**3. Recreation Manager Update**

**Recreation Manager Naughton** provided a brief introduction before beginning update.

**A. Softball Fields Graded**

**Recreation Manager Naughton** provided update that softball fields were graded on Nov. 17th for \$11,100 and provided the recommendation is that it is completed every 2 years on an alternate year schedule. **Recreation Manager Naughton** noted this will fall in the 5-year capital budget. **Dr. Retzack** asked for clarification on what work was done and the purpose behind it. **Recreation Manager Naughton** clarified top soil was added and it

allows for better drainage and use of fields. **Barry Coffee** asked if there is a record of when this took place for future reference. **Recreation Manager Naughton** stated yes it has been recorded.

## B. Summer Update

### 1. Recreation Guide

**Recreation Manager Naughton** provided the update on projected timeline to get the Recreation guide out to the public. There are additional offerings from some third party providers but nothing brand new. **Trustee Sayas** asked when the Guide has been distributed in the past. **Recreation Manager Naughton** stated she believed that it was late April and that this has been a big priority. **Chairman Hillmann** reiterated the need to get the guide out early to allow residents opportunity to understand program offerings.

### 2. Hiring

**Recreation Manager Naughton** reached out to last year's staff to gauge interest and will begin reaching out to employees once the recreation guide has been completed. A majority of seasonal staff from last year are interested in returning.

## C. Knowles Nelson DNR Grant Update

**Recreation Manager Naughton** noted that the Village met with KL Engineering to get a quote for the Northern Boardwalk. At this time, the quote came in much higher than initial projected project costs. The Village is in the process of getting another quote from Custom bridges and boardwalks.

**Recreation Manager Naughton** identified the location of the boardwalk connecting from the service drive at Tonawanda through the floodplain to Village Park. **Dr. Retzack** stated Public Works has not made any effort to clear a path. **Recreation Manager Naughton** clarified that the project is not underway at this time.

**Chairman Hillmann** stated he was unclear if the proposal would come through the Recreation Committee or if it would go directly to the board. He also asked if it would go through Public Works. He identified the desire for it to go through the Recreation Committee. **Assistant Manager Sowl** stated the Village is still in the preliminary stages to determine if the cost would prevent the project from occurring. **Recreation Manager Naughton** stated that the DNR grant would cover \$56,000 and stated KL quote came in at \$400,000- \$480,000 for the boardwalk only, not including additional costs. **Dr. Retzack** asked for clarification on the term "boardwalk". **Assistant Manager Sowl** stated a low to the ground wooden walkway. **Dr. Retzack** asked how long the Village has to complete the project. **Assistant Village Manager Sowl** noted 2 years to complete. **Recreation Manager Naughton** stated the DNR has not yet issued their formal offer and that we will now have the opportunity to follow up with them.

**Black** asked if the grant was approved for this specific project. **Recreation Manager Naughton** stated yes.

**Chairman Hillman** stated the Village has a greater need than the boardwalk and the funds could be used elsewhere. **Dr. Retzack** disagreed stating the need for access from the North side of the park. **Chairman Hillman** stated his agreeance for a need but reiterated this was not identified as a top need of the park however, this is what the grant must be used for.

**Trustee Sayas** asked if there are other eligible grants. **Recreation Manager Naughton** stated the Knowles Nelson grant will not give any more and there is no DNR supplementary grants.

The committee members continued discussion around identifying funding opportunities, the potential for a "Friends of Elm Grove Park" group, and how to identify park projects and share the vision with the community. The consensus was that the Boardwalk project cost needs to be understood and further discussion, to include the CORP, was slated for the February meeting.

#### D. Wildlife Abatement Grant

**Recreation Manager Naughton** noted the Board of Trustees approved a resolution for the DNR wildlife abatement grant. We heard back late Tuesday afternoon with the grant offer and the Village will be reviewing it shortly. **Recreation Manager Naughton** explained the grant and its purpose. **Chairman Hillmann** stated the beautification committee will be contributing \$5,000 and explained the impacts of the deer population on the park in the Village and the culling process. **Chairman Hillmann** asked **Recreation Manager Naughton** to provide an update on this item at a later date.

#### E. Financial Update- Fiscal Year 2025

##### 1. Transition from Global to CivicRec- Credit Card Fee's

**Recreation Manager Naughton** provided a financial update and noted the numbers are not finalized yet but stated they were relatively close. She noted operating revenue budget of \$213,150.00 and ended 2025 at \$209,256. She noted reasoning as low swim attendance and that necessary adjustments will be made should this prove to be a trend. Operating expenses budget was \$323,620 and ended at \$370,373. She noted the main unexpected reasons as wages, with Logans pay out and credit card fees. She provided the context of the processor and noted the change. She noted no other major areas of concern for the 2025 year.

**Recreation Manager Naughton** will give a Budget update throughout the year. **Chairman Hillmann** noted the unusual event of Logan's payout and credit card fees not being good. He requested a basic spreadsheet visual aid for the updates in the future. **Trustee Sayas** clarified what Logan's payout was. **Chairman Hillmann** stated he will be meeting with Brian Lahey, Finance Director and will provide an update. Assistant Village Manager Sowl stated the bulk of the issue was credit card fees. **Trustee Sayas** discussed being confused about why the Recreation Department was over in a conversation with President Koleski. **Recreation Manager Naughton** clarified there were some other minor things that were not factored in at that point including Beer Garden revenue, and cleaning up coding. **Trustee Sayas** asked for 3<sup>rd</sup> Space revenue going back 3 years to be shared with the committee. **Chairman Hillmann** asked when we would switch credit card processors, **Recreation Manager Naughton** stated it would be likely this month to work out issues before summer.

#### F. Tonawanda 5th Grade Pool Party

**Recreation Manager Naughton** noted the Tonawanda Pool Party will take place on the last day of school June 10<sup>th</sup> two days prior to the opening of the pool to the public. She stated the pool will open to the public two days later on Friday June 12<sup>th</sup> this is also the first Friday Flick movie. **Dr. Retzack** clarified if the pool party was a donation. **Recreation Manager Naughton** stated Tonawanda will be paying for it at the Resident rate but clarified that Tonawanda will be using the park for field day as donated by the Village.

#### G. Small Wins

**Recreation Manager Naughton** relayed the conflict resolution in regard to reservations. **Chairman Hillmann** asked how the issue was fixed. **Recreation Manager Naughton** noted by using the CivicRec software. **Dr. Retzack** asked what the library uses the space for besides the book sale. Committee members relayed different programming.

**Recreation Manager Naughton** discussed meeting with different municipalities daily operations and functioning processes and discuss potential collaborations to provide residents with more opportunities. She noted having met with Wauwatosa, Brookfield and soon meeting with New Berlin, West Allis/ West Milwaukee, and Menomonee Falls. **Trustee Sayas** stated loving Malone Park in New Berlin due to the fundraising efforts reflected in the fencing. They also noted the importance of asking questions in the future and the way that this park is accessible for different age groups and abilities.

**Recreation Manager Naughton** stated that she will be attending the Wisconsin Parks and Recreation Association conference in February as well as the Certified Pool Operators Licensing.

#### 4. Review and act on the funding designation for the \$500 4th of July Town Bank donation.

*Trustee Sayas noted the committee was not prepared to act on item 4 at this time. She noted meeting in December with them asking to sponsor the Fun Run for 4<sup>th</sup> of July.*

#### 5. Review and act on the donation of a family pool pass for Summer 2026 to Tonawanda PTO and St. Mary's Visitation.

*Recreation Manager Naughton explained the ask by Tonawanda PTO and St. Mary's Visitation and relayed the \$260.00 value.*

**Motion by Barry Coffee seconded by Black to approve the donation of a family pool pass for Summer 2026 to Tonawanda PTO and St. Mary's Visitation.**

All in favor. Motion passed.

#### 6. Review and act on the donation of a Campout pass for Summer 2026 to St. Mary's Visitation.

*Recreation Manager Naughton explained the ask by St. Mary's Visitation and relayed the \$60.00 value.*

**Motion by Trustee Olson seconded by Trustee Sayas to approve the donation of a campout pass for Summer 2026 to St. Mary's Visitation.**

All in favor. Motion passed.

#### 7. Other Business

*Trustee Sayas asked when the 250<sup>th</sup> anniversary and 4<sup>th</sup> of July planning process should begin. Committee members determined planning should begin immediately.*

*Recreation Manager Naughton noted everything the Village Recreation Department has done in recent years will continue to include Food Trucks, DJ in the park, Open Swim, Fireworks, Fun Run. Barry Coffee asked if community partners were interested in helping run any events. Trustee Sayas and Chairman Hillmann stated that Logan reached out to community partners and it was determined they were more likely to fund part of the event than bring in volunteers.*

*Trustee Sayas discussed past events that included pony rides, races, and reenactment and noted interest from community members in funding those things. Committee members introduced ideas such as reaching out to students or professional carnival staff to support events, offering a stipend to volunteers, and working with long time supporters of the event in the planning process. Barry Coffee and Chairman Hillmann acknowledged the change in policy for 4<sup>th</sup> of July involvement.*

Items for February Meeting

- Meeting start time 5.15pm
- 4<sup>th</sup> of July
- CORP (Committee of the Whole to determine framework)

*Barry Coffee asked when the second diving board is in the capital budget. Recreation Manager Naughton stated there is a pool amenity allocated 3 years out and stated the determination will be made when we get to that point.*

*Barry Coffee asked how other municipalities have a "Friends of Village Park". Dr. Retzack stated Friends of Hoyt Park have a very specific goal of getting the pool re-opened.*

#### 8. Adjourn

**Motion by Black seconded by McNally to adjourn 6:32 pm.**

All in favor. Motion passed.

# Standard Operations Policies and Procedures Manual

## Elm Grove Police Department, Wisconsin

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### SOPP 10.01.093 JOB DESCRIPTION - PART-TIME DISPATCHER

Date Approved:	Date Issued:	Effective Date:	Issued By: Chief of Police
Revised Policy:	Amends:	New Policy:	Reviewed By:

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STAFFING

#### JOB DESCRIPTION- PART-TIME DISPATCHER

NOTICE: This description is not intended as a complete listing of the specific duties and responsibilities of this position. It does not limit or modify the right of the employing authority to assign, direct, and/or control the work of employees under their supervision. Nothing contained herein is intended or should be construed to create or constitute a contract of employment between any employee or group of employees. The employing authority retains and reserves any and all rights to change, modify, amend, add to or delete from any section of this document as it deems in its judgment to be needed and proper.

#### POSITION DESCRIPTION

Division: Administrative  
Status: Non-exempt  
Supervision Received: Dispatch Supervisor  
Supervises: None  
Civil Service Status: N/A  
Probation: N/A  
Employment Status: Part-time and At-Will  
Work Hours: Varied

#### NON-EXCLUSIVE LISTING OF ESSENTIAL FUNCTIONS

With or without accommodations, member must be able to:

1. Get along well with others.
2. Have regular and predictable attendance.
3. Exercise rational judgment.
4. Maintain the confidence and trust of the Chief of Police, superiors, Department members, and general citizenry.
5. Be able to work independent of direct supervision.

#### DUTIES AND RESPONSIBILITIES

Receive requests for emergency and non-emergency services (requests may be in person, via telephone, via radio network or via teletype). Obtain sufficient information to determine the appropriate agency, and if emergency or administrative action needs to be taken.

Dispatch and direct emergency personnel, consider call priority, availability and the number and types of personnel needed.

Monitor and coordinate departmental and inter-agency activities.

Operate, maintain, and validate data in local, state, national, and international computerized criminal justice data bases.

Solicit informational responses, coordinate and communicate responses and monitor on-going activities to upgrade information received by field units as well as to enhance officer safety.

Organize, catalog, maintain, and tabulate Departmental files and records.

Perform collateral duties and special assignments at the direction or request of Departmental Supervisors.

Operate and provide first line maintenance and perform preliminary diagnostics on all telecommunications and office equipment located in the Dispatch Center.

Exercise discretion in a manner consistent with Departmental Policy and Procedures.

Responsible to and accountable for compliance with Departmental Rules & Regulations, orders, and directives.

Access cash register and receive fines and fees, validate checks, and make change as required.

Receives and transmits emergency and non-emergency calls.

#### MINIMUM QUALIFICATIONS

- A. Possess a valid Wisconsin driver's license.
- B. Must be able to pass a background check.
- C. Ability to pass a physical exam and drug test.
- D. Ability to write clear and concise logs.
- E. Ability to prepare and maintain records and reports.
- F. Ability to effectively work and communicate with coworkers, the general public and public officials.
- G. Willingness to work in hazardous conditions in the pursuit of duties.
- H. Ability to type 40 words per minute.
- I. Ability to calmly handle emergency situations.
- J. General knowledge of computers with the ability to store and retrieve data.
- K. Willingness to work shifts, holidays, weekends and be on call 24/7.

#### LICENSE, EDUCATION, AND CERTIFICATION REQUIREMENTS

Valid Wisconsin driver's license;  
High School degree or equivalent.

#### KNOWLEDGE, SKILLS, AND ABILITIES

##### Knowledge

The incumbent is expected to have, and develop, knowledge of: bookkeeping; inventory control; purchasing; Department computer operations; two-way radio operations; data processing techniques and procedures; word processing and related software; Department practices, policies and procedures; law enforcement administration, structure and process; public relations; legal terminology; English grammar and spelling; records management; judicial processes and jurisdictional limitations; workplace safety.

##### Skills

The incumbent must be able to perform: transcription; typing 45+ WPM; data entry; word processing; computer operation; use of modern Department equipment.

##### Abilities

The incumbent must be able to: carry out simple instructions; interpret a variety of instructions in written, oral, picture, or schedule form; understand, interpret, and apply laws, rules, or regulations to specific situations; add, subtract, multiply, and divide whole numbers; prepare routine correspondence; prepare accurate documentation; compile and prepare reports; respond to routine inquiries from public and/or officials; communicate effectively; maintain records according to established procedures; handle sensitive or technical inquiries from and contacts with officials and general public; develop and maintain effective working relationships; operate clerical equipment; operate a two-way radio to receive and transmit messages; perform duties in a professional manner.

#### WORKING CONDITIONS

Work is performed indoors in standard office environment with an occasional requirement of lifting heavy objects (e.g., Department supplies, records, etc.).

In addition to standard office environment, the incumbent has:

1. Exposure to firearms.
2. Exposure to crowds.
3. Exposure to potentially violent or emotionally distraught persons.
4. Exposure to life-threatening situations.
5. Necessity for frequent sitting for extended periods of time.
6. Exposure to close contact with computer monitors.

#### CAUSE FOR REMOVAL

The incumbent may be removed with or without fault. Economic conditions that cause reductions in work force, the member's inability to attend regularly to work, and a failure to perform competently on any of the essential functions of the position or consistently fail to perform competently on regular tasks are among the major reasons for job removal without fault. Failure to support the mission, uphold the oath of office, behave in a manner that supports the Law Enforcement Officer's Code of Ethics, continually comply with preconditions for original employment, or display due regard for the civil liberties of any persons; or accruing atypical amounts of dysfunctional work time and/or requiring atypical amounts of Supervisory counseling or remedial training will lead to removal.

DRAFT

# Standard Operations Policies and Procedures Manual

## Elm Grove Police Department, Wisconsin

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### SOPP 10.01.06 JOB DESCRIPTION - PATROL OFFICER

Date Approved: 8/4/2006      Date Issued: 8/4/2006      Effective Date: **8/18/2006**      Issued By: Chief of Police  
Revised Policy:                      Amends:                      New Policy:                      Reviewed By:

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STAFFING

#### JOB DESCRIPTION - PATROL OFFICER

NOTICE: This description is not intended as a complete listing of the specific duties and responsibilities of this position. It does not limit or modify the right of the employing authority to assign, direct, and/or control the work of employees under their supervision. Nothing contained herein is intended or should be construed to create or constitute a contract of employment between any employee or group of employees. The employing authority retains and reserves any and all rights to change, modify, amend, add to or delete from any section of this document as it deems in its judgment to be needed and proper.

#### POSITION DESCRIPTION

Division: Enforcement  
Status: Non-exempt  
Supervision Received: Shift O.I.C. (Usually the Police Sergeant)  
Supervises: Subordinate personnel when a sergeant is not present.  
Civil Service Status: Classified  
Probation: 18 months  
Employment Status: Full-time  
Work Hours: Varied

#### NON-EXCLUSIVE LISTING OF ESSENTIAL FUNCTIONS

With or without accommodations, a police officer must be able to:

1. Get along well with others.
2. Have regular and predictable attendance.
3. Ensure the general safety of the public.
4. Drive emergency vehicles under stressful conditions.
5. Qualify with firearms and other offensive and defensive weapons.
6. Use physical force to control and arrest law violators.
7. Exercise rational judgment.
8. Maintain the confidence and trust of peers, superiors, and general citizenry.
9. Be able to work independent of direct supervision.
10. Maintain the trust, faith, and confidence of the Chief of Police and his/her administrative staff.

#### DUTIES AND RESPONSIBILITIES

Patrols Village streets, parks, commercial, residential, and all other areas of the Village in a police vehicle; enforces traffic laws; writes warnings and citations; directs traffic; investigates traffic accidents and takes reports; administers first aid.

Responds to all calls for service; investigates and reports on crimes or complaints; questions any witnesses or suspects, obtaining preliminary statements to get an account of the occurrence; tends to victims and calls a rescue squad if necessary; maintains order at the scene of a crime or accident.

Take written statements.

Receive and transmit radio messages. Make field notes and prepare reports.

Receive emergency assignments from Dispatcher. Receive non-emergency assignments from Dispatcher. Communicate status and other pertinent information to Dispatcher.

Respond to crimes and requests for services.

Respond to emergencies and requests for mutual aid from other jurisdiction and services. Identify nature of assistance needed.

Observe violations of law and take appropriate actions. Patrol using driving and walking techniques. Make security checks at designated areas.

Identify suspicious activity and make high risk field contacts.

Detect and report hazards to public and conditions or situations needing the attention of other Government agencies.

Conduct field interrogations.

Inspect licensed premises for code compliance and violations of law.

Detect and stop traffic law violations.

Operate radar and/or other speed detection equipment including "pacing" of violators. Issue traffic citation or warnings and municipal ordinance violation citations.

Process OAWI suspects.

Make arrest for felonies and misdemeanors.

Make and document enforcement contacts with juveniles.

Take juveniles into custody.

Take persons into protective custody. Follow booking procedures. Monitor subjects held in custody. Transport prisoners to County Jail. Conduct investigations.

Determine nature of offenses committed, if any.

Identify, collect and preserve evidence.

Conduct searches.

Interview adult or juvenile suspects.

Interview adult or juvenile victims and witnesses.

Receive confessions of guilt.

Determine and document the cause of motor vehicle accidents.

Perform Emergency Medical Technician or First Responder Emergency Medical Procedures.

Secure injured persons property.

Prepare for judicial proceedings.

Testify in court and other judicial proceedings and provide credible testimony in a court of law.

Make non-enforcement public contacts.

Render general assistance and provide information.

Inform citizen of crime prevention techniques.

Make referrals to other agencies. Deliver emergency messages to citizens.

Use conduct which minimizes citizens complaints.

Load, unload, clean, and maintain sidearm and long guns.

Additional Responsibilities:

While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and may also be performed by other unit members.

Process mail and make inter-Village deliveries.

#### MINIMUM QUALIFICATIONS

- A. Certification by the Wisconsin Law Enforcement Standards Board.
- B. Possess a valid Wisconsin driver's license.
- C. Must be able to pass a background check.
- D. Ability to pass a physical exam, drug test, polygraph, and psychological tests.
- E. Knowledge of Federal, State and local laws.
- F. Ability to write clear and concise reports.
- G. Ability to prepare and maintain records and reports.
- H. Ability to train and instruct new members in law enforcement topics.
- I. Skilled in the safe use and maintenance of police weapons, equipment and vehicles.
- J. Ability to effectively work and communicate with coworkers, the general public and public officials.
- K. Willingness to work in hazardous conditions in the pursuit of duties.
- L. Willingness to work shifts, holidays, weekends and be on call 24/7.
- M. Willingness to maintain a close and loyal working relationship with the Chief of Police in pursuit of the Chief's lawful directives and orders.
- N. Additional requirements as determined by the Police and Fire Commission.
- O. Maintains abilities to: train subordinate personnel; communicate effectively both orally and in writing; establish and maintain effective working relationships with subordinates, peers, and supervisors; exercise sound judgment in evaluating situations and in making decisions; and follow and give written and verbal instructions.

As law enforcement officers are in a position of public trust, and are exposed to temptations to display favoritism, allow corruption, or accept unlawful monetary gain, it is an absolute necessity that Elm Grove Police Officers possess a history of having maintained the characteristics of compliance with laws and regulations, honesty, reliability, ability to manage personal finances, interpersonal skills, and integrity. These qualities must be confirmed through background investigation, interview, and assessment.

#### LICENSE, EDUCATION, AND CERTIFICATION REQUIREMENTS

Valid Wisconsin driver's license; valid Wisconsin peace officer basic training certificate; High School degree or equivalent; State of Wisconsin Law Enforcement Standards Board Certification. Maintain licensure in the State as a **Emergency Medical Responder** or Emergency Medical Technician and current certification in cardiopulmonary resuscitation (CPR). A minimum of 60 credits, from an accredited college, in a law enforcement related subject. Other requirements as determined by the Police and Fire Commission.

#### PHYSICAL AND MENTAL ABILITIES

Language and Interpersonal Communications:

The officer must possess excellent communication and interpersonal skills to interact with the public on a daily basis. The

officer may be called upon to meet with and make presentations to groups of residents and/or business people from various neighborhoods regarding local crime, traffic, and related problems within or around the community.

**Mathematical:**

Ability to perform simple numerical calculations (addition, subtraction, multiplication and division) using a calculator or other device to derive accurate computations.

**Judgment and Situational Reasoning Ability**

Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria.

**Physical:**

Ability to safely operate, maneuver and/or steer a police emergency vehicle and other law enforcement tools, equipment, and firearms that the employee has been trained to use in the course of his duties.

Ability to coordinate eyes, hands, feet and limbs in performing semi-skilled movements such as typing.

Ability to exert moderate physical effort in sedentary to light work, typically involving some combination of stooping, kneeling, crouching and crawling, lifting, carrying, pushing and pulling.

Ability to recognize and identify degrees of similarities or differences between characteristics of colors, forms, sounds and odors associated with job-related objects, materials and tasks.

**GENERAL WORKING CONDITIONS**

Work is performed indoors and outdoors, often in a police vehicle environment. The incumbent has:

1. Occasional exposure to blood, bodily fluids, and tissue.
2. Occasional exposure to physical harm by hostile inmates, prisoners, or other persons.
3. Occasional necessity for extreme physical exertion in order to subdue or restrain individuals.
4. Exposure to adverse weather conditions.
5. Exposure to criminals or violent persons.
6. Exposure to hazardous or dangerous situations when investigating crimes or other incidents.
7. Exposure to heavy traffic and exhaust fumes.

Work conditions vary by shift. The majority of tasks are performed outside while working from a police vehicle in all types of weather conditions. Few tasks require heavy lifting, pushing, pulling, or carrying heavy loads. Flexibility is important because of the need to enter and exit vehicles frequently, inspect buildings, climb over and around obstacles, suddenly move out of the way of dangers, etc. Mental alertness is very important because of the need to make fine discriminations and decisions concerning subtle cues of impending danger or to discover inconsistencies in witnesses or suspects' testimonies, etc. However, physical and mental demands may change dramatically within a few seconds and tax the maximum of human endurance. Therefore, incumbents must maintain a physical and mental state of fitness and readiness that will enable them to handle (with minimal force and often without backup) recurrent contacts and involvement with dangerous and potentially dangerous people, animals, and equipment.

**CAUSE FOR REMOVAL**

The incumbent may be removed with or without fault. Economic conditions that cause reductions in work force, the member's inability to attend regularly to work, and a failure to perform competently on any of the essential functions of the position or consistently failing to perform competently on regular tasks are among the major reasons for job removal without fault. Failures to support the mission, uphold the oath of office, behave in a manner that supports the Law Enforcement Officer's Code of Ethics, continually comply with preconditions for original employment, or display due regard for the civil liberties of any persons; or accruing atypical amounts of dysfunctional work time, or requiring atypical amounts of supervisory counseling or remedial training will lead to removal.

## **ELM GROVE POLICE DEPARTMENT MEMORANDUM**

To: Village Board

From: Jason Hennen, Chief of Police

Date: May 7, 2025

Subject: Proposed Revision to Medical Certification Requirements

### **Overview**

This memorandum is submitted for Village Board consideration regarding a proposed revision to the minimum medical certification requirement for sworn members of the Elm Grove Police Department. The change would modify the current standard—Emergency Medical Technician (EMT) certification—to allow for either Emergency Medical Responder (EMR) or EMT certification.

The revision would apply to the job descriptions for the following classifications:

- Patrol Officer
- Detective
- Sergeant
- School Resource Officer (SRO)
- Lieutenant
- Assistant Chief

Additionally, during the upcoming collective bargaining cycle, I anticipate formal proposals to create contract language supporting a differentiated incentive structure for sworn personnel based on the medical certification level they obtain and maintain after hire.

### **Background**

As outlined in the attached memo from Dr. Jon Robinson, EMS Medical Director, Elm Grove's long-standing model of EMT-certified police officers has delivered strong results in terms of emergency response times and patient outcomes. However, changes to state protocols and training programs, along with practical hiring challenges, now make a revised approach appropriate.

The State of Wisconsin now permits many essential pre-hospital skills—such as airway management, suctioning, oxygen delivery, and intranasal Narcan—to be performed at the EMR level. This change allows the Village to preserve its commitment to timely and effective care while reducing the certification burden on officers.

### **Justification for Revision**

- Recruitment and Retention: EMT certification requirements are increasingly seen as barriers to entry for qualified police candidates.
- Training Load: EMR requires 72 hours of initial instruction versus 160 hours for EMT. Refresher training is also lower.
- Medical Oversight: Dr. Robinson has confirmed that the proposed EMR model will maintain the current standard of care in critical response situations.
- Cost Efficiency: The EMR model provides long-term financial and logistical benefits without reducing service quality.

### **Anticipated Collective Bargaining Language**

While no immediate wage impact is proposed, I anticipate that EMT and EMR certification incentives will be formally addressed in the upcoming labor agreement negotiations. The purpose of this structure would be to recognize the added value and training commitment associated with maintaining medical certification beyond hire.

### **Requested Action**

I respectfully request that the Village Board:

1. Approve the proposed revision to the job descriptions of all sworn classifications listed above, establishing EMR (or higher) as the new minimum required certification.
2. Acknowledge that EMT/EMR certification incentive pay is likely to be subject to formal negotiation during the upcoming labor cycle.
3. Authorize the revised job descriptions to be forwarded to the Police and Fire Commission for review and recordkeeping, per Wis. Stat. § 62.13(4)(c)-(d).



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*Jason R. Hennen*  
Police Chief

To: Jim Koleski, Village President  
Tom Harrigan, Village Manager  
Jason Hennen, Police Chief

From: Jon Robinson, MD, EMS Chief and Medical Director

Re: Proposed changes for the EMR (Emergency Medical Responder) level within Elm Grove EMS and Police Department operations

Date: 5/6/2025

**Proposal**

1. Approve a new EMR (Emergency Medical Responder) level within the current Elm Grove EMS WI State Operations Plan
2. Approve a change in job description for Elm Grove Police from:
  - a. Having, or having to obtain, a minimal requirement of a WI State **EMT** license, to
  - b. Having, or having to obtain, a minimal requirement of a WI State **EMR** license.
3. Allow any EG Police officers who wish to retain their current EMT license to continue the current and future recertification trainings as required by State law.
4. Officers who wish to drop to the EMR level will be allowed to recertify at the EMR level when, or before, their current EMT license expires.
5. The new EMR certification training program will be done in conjunction with WCTC, with the first training program running from Oct 19, 2025 to Dec 16, 2025.
  - a. This course will be “open enrollment”, allowing a limited number of students not affiliated with Elm Grove PD or EMS to also participate.
6. The Elm Grove EMS Medical Director will update, and have approved by the State, it’s WI EMS Operations Plan to include these new optional skills for the EMR personnel.

**Background**

Levels of EMS Responder and Practitioner Levels (see attachment)

<b>Key to Emergency Medical Responder and Practitioner Levels</b>	
<b>EMR</b>	Emergency Medical Responder
<b>EMT</b>	Emergency Medical Technician
<b>AEMT</b>	Advanced Emergency Medical Technician
<b>INT</b>	EMT-Intermediate
<b>PARA</b>	Paramedic
<b>CCP</b>	Paramedic with Critical Care Endorsement for Inter-Facility Transport (IFT) Only

Elm Grove has transitioned from an EMT (Basic) level service in the 1970s to a Paramedic level service currently. Additional skill sets are also provided by RNs and MDs associated with the

service. Of note - Elm Grove Police are all licensed EMTs, which is extremely unique for police departments.

Elm Grove EMS started as an entirely volunteer service and has transitioned over the years to the current paid on-call service. Members are expected to respond to the Station within 5 minutes. They have the option of utilizing sleeping quarters in the Station if they primarily reside outside the expected response time.

### **Why are Elm Grove Police EMTs currently?**

In the early years the EMR and AEMT levels did not exist. Further, the State of WI did not allow many advanced skills such as defibrillation at the EMT skills level. They were reserved initially for a paramedic level services. This, fortunately, has changed (see attachment). Over the years with continuing research and field experiences WI has progressively allowed moving some skills to lower level providers because of the safety record and/or medical necessity.

As we are all aware, there are certain medical emergencies where time to stabilizing care is critical. For example, with cardiac arrest cases the chance of survival after a witnessed arrest drops by about 10% per minute post arrest. This would have meant that given a response time to the station of up to 5 minutes, followed by 3-4 minutes to get to the scene, the chance of survival for our citizens would be 0-10%. I found this unacceptable.

We had 2 options in the early years:

1. Change to a full-time, in quarters, EMS department. The estimated cost to the Village for this would be very costly.
  - a. Likely be \$1.5-\$2M vs ~\$350K for our current paramedic level service.
2. Once WI allowed EMTs to administer these advanced skills (e.g., defibrillation), train our police officers to the EMT level and them to provide these critical skills given their extremely short response times. Contractually the officers were offered \$3000 per year each for training to, and maintaining, this EMT level.

Obviously, we chose to train our police officers, and they graciously accepted.

Our system has worked out very well over the years. Our statistics rival the best in the nation. Many lives have been saved due to the very timely administration of these advanced emergency skills by our officers with ongoing supportive care by the EMS service paramedics. It has also remained very cost effective.

### **Why the proposed change to the EMR level for our police officers?**

The police department is losing otherwise qualified officer candidates due to the current Elm Grove requirement of obtaining EMT certification. Again, most other police departments do NOT require this additional certification.

Now that the State of WI has developed the EMR level and is allowing many of the advanced skills to be provided at that level it makes sense to explore this possibility in order to ease police hiring and reduce initial and ongoing costs.

Currently training hours for noted level are:

EMR training 49-80 hours for license, ongoing 18 hours refresher every 3 years

EMT training 120-150 hours for license, ongoing 30 hours refresher every 3 years.

Officers are having to obtain this schooling while working full time as an officer, putting additional burden on new recruits.

Of note - Current EMT course is 1 semester. Starting this year WCTC has made this a 2 semester (full year) course.

Paramedic training, ~1800 hours for license, ongoing 48 hours every 3 years.

Optional skills proposed for Elm Grove EMRs (see attached list for all available skills):

1. Igel Airway insertion (non-visualized airway)
2. Oxygen therapy (delivery) by nasal cannula and mask
3. Suctioning
4. CPR mechanical device (LUCAS device)
5. Seated spinal motion Restriction
6. Splinting – vacuum
7. Medication administration intranasal narcan

This list of skills should cover the same time-critical skills the officer EMTs currently provide.

### **Financial Impact on the Police Department**

To be discussed by Chief Hennen.

### **Assessment of Medical Impact on Elm Grove**

I believe the level of critical EMS service to Elm Grove residents will NOT change with the implementation of the new EMR program as proposed.

## Proposed Training Program

1. Example Training program follows.
2. We have already met with WCTC representatives who have preliminarily approved this course.

Waukesha County Technical College EMR Fall 2020 (M/W 1300-1700)			
SESSION	LESSON	TOPIC	DATE
<b>Module 1 - Preparatory</b>			
1	1	Orientation & CPR	10/19/2020
2	2	Workforce Safety & Wellness	10/21/2020
	3	Medical/Legal & Ethics	
	4	Communication & Documentation	
3	5	Anatomy & Physiology	10/26/2020
	6	Medical Terminology	
	7	Life Span Development	
<b>Module 2 - Airway</b>			
4	8	Airway Management, Respiration, Ventilation	10/28/2020
5	9	Advanced airways & lab	11/2/2020
<b>Module 3 - Patient Assessment</b>			
6	10	Scene size-up	11/4/2020
	11	Primary Assessment	
7	12	Secondary Assessment	11/9/2020
	13	Vitals	
	14	Reassessment	
8	15	Putting it all together lab	11/11/2020
<b>Module 4 - Medical</b>			
9	16	Pharmacology	11/16/2020
	17	Cardiac Emergencies	
	18	Respiratory Emergencies	
10	19	Immunology	11/18/2020
	20	Neurologic Emergencies	
	21	Psychiatric Emergencies	
11	22	Endocrine	11/23/2020
	23	Abdominal/GI/GU	
	24	Toxicology	
<b>Module 5 - Shock &amp; Trauma</b>			
12	25	Shock & Trauma Overview	11/25/2020
	26	Soft Tissue Injuries & Bleeding	
13	27	Head, Face, Neck, & Spine Trauma	11/30/2020
	28	Environmental Emergencies	
14	29	Orthopedic Injuries & Splinting	12/2/2020
	30	Abdominal Injuries	
	31	Chest Trauma	
<b>Module 6 - Special Patient Populations &amp; EMS Operations</b>			
15	32	OB & Neonatal care	12/7/2020
	33	Pediatrics	
	34	Geriatrics	
16	35	Incident Management	12/9/2020
	36	Air Medical	
	37	Hazmat & MCI	
	38	Weapons of Mass Destruction	
<b>Module 8 - Final Exam</b>			
17	39	Final Practical Exam	12/14/2020
18	40	Final Exam & Paperwork	12/16/2020



# 2025 Wisconsin EMS Scope of Practice

## Background

[Wisconsin Admin. Code § DHS 110.12](#) states that an emergency medical services (EMS) practitioner or emergency medical responder may only perform the skills, use the equipment, and administer the medications that are specified by the Department of Health Services (DHS) in the Wisconsin scope of practice for the level to which the individual is licensed, certified, or credentialed.

The Wisconsin scope of practice for each certification and practitioner level may be found on the [DHS EMS website](#). The Wisconsin scope of practice for each certification and license level is reviewed annually in consultation with the Wisconsin EMS Advisory Board and the Physician Advisory Committee and published and posted on the DHS website by March 31 of each year.

Below is a quick reference table of emergency medical responder and practitioner-level terms, followed by definitions and additional information to supplement the scopes of practice that follow.

<b>Key to Emergency Medical Responder and Practitioner Levels</b>	
<b>EMR</b>	Emergency Medical Responder
<b>EMT</b>	Emergency Medical Technician
<b>AEMT</b>	Advanced Emergency Medical Technician
<b>INT</b>	EMT-Intermediate
<b>PARA</b>	Paramedic
<b>CCP</b>	Paramedic with Critical Care Endorsement for Inter-Facility Transport (IFT) Only

## Required (R) Skills, Equipment, and Medications

All skills, equipment, and medications designated with an "R" at a certification or license level are required for that level; these core skills ensure equal access to EMS care across the state. All "R" skills must be submitted as part of the EMS Service Operational Plan and approved by DHS.

## Optional (O) Skills, Equipment, and Medications

All skills, equipment, and medications designated with an "O" at a certification and license level are optional advanced skills for that level based on the needs and resources of a community. These optional skills must be submitted as part of the EMS Service Operational Plan and reported to DHS through the designated electronic reporting tool for approval.

## Emergency Medical Responder Certification Level

For the EMR certification level, any DHS-approved “O” skill is considered an Advanced Skill and must be reported in a patient care report and submitted to the Wisconsin Ambulance Run Data System (WARDS) as outlined in [Wis. Admin. Code § DHS 110.34 \(8\)](#). All other EMS practice levels are required to report both “R” and “O” approved skills in a patient care report submitted to WARDS.

## Certification and License-level modifications

Items designated with a footnote are modified for the indicated practice level by the conditions contained within the footnote at the end of that section and have specified requirements.

# PART A: Scope Of Practice for 911 EMS Practitioners and Emergency Medical Responders

## I. Skill—Airway, Ventilation, Oxygenation

<b>I. Skill—Airway, Ventilation, Oxygenation</b>	<b>EMR</b>	<b>EMT</b>	<b>AEMT</b>	<b>INT</b>	<b>PARA</b>
Airway—Nasopharyngeal	R	R	R	R	R
Airway—Non-visualized (an extraglottic device inserted without the need to visualize the vocal cords). If a non-visualized airway is inserted, the use of end-tidal CO2 detection (capnometry or capnography) to confirm safe device position and effective ventilation is mandatory.	O	R	R	R	R
Airway—Oropharyngeal	R	R	R	R	R
Airway Obstruction—Manual Dislodgement Techniques	R	R	R	R	R
Airway Obstruction—Dislodgement by Direct Laryngoscopy		R	R	R	R
Bag-Valve Mask (BVM)	R	R	R	R	R
Chest Decompression—Needle				R	R
Chest Seal—Vented Preferred	O	R	R	R	R
CO Monitoring	O	O	O	O	O
Cricothyrotomy—Surgical or Needle					R
End Tidal CO2 continuous monitoring device for ongoing ventilation status and metabolic clinical decision-making	O	O	O	R	R
End Tidal CO2 detection device required to confirm safe device position and effective ventilation if any non-visualized airway device, endotracheal tube, cricothyrotomy device or tracheostomy tube is used by an EMS provider	R	R	R	R	R
Gastric Decompression with Advanced Airway	O	O	O	O	R
Intubation				O	R
Intubation—Rapid Sequence Induction					O
Manual Airway Maneuvers	R	R	R	R	R
Non-Invasive Positive Pressure Ventilation		O	R	R	R
Oxygen Therapy—Nebulizer	O	R	R	R	R
Oxygen Therapy—Nasal Cannula	O	R	R	R	R
Oxygen Therapy—Non-Rebreather Mask	O	R	R	R	R

<b>I. Skill—Airway, Ventilation, Oxygenation (cont'd)</b>	<b>EMR</b>	<b>EMT</b>	<b>AEMT</b>	<b>INT</b>	<b>PARA</b>
Oxygen Therapy—Tracheostomy Tube	O	R	R	R	R
Oxygen Therapy—High Flow Nasal Cannula					O
Pulse Oximetry	O	R	R	R	R
Suctioning—Tracheobronchial Suctioning	O	R	R	R	R
Suctioning—Upper Airway (Soft and Rigid)	R	R	R	R	R
Ventilator—Automated Transport Ventilator		O <sup>1</sup>	O <sup>1</sup>	O <sup>1</sup>	O
Ventilator—Variable Setting					O

Note: <sup>1</sup>May only be used during for CPR during cardiopulmonary arrest.

## II. Skill—Cardiovascular, Circulation

<b>II. Skill—Cardiovascular, Circulation</b>	<b>EMR</b>	<b>EMT</b>	<b>AEMT</b>	<b>INT</b>	<b>PARA</b>
Cardiocerebral Resuscitation (CCR)	O	O	O	O	O
Cardiopulmonary Resuscitation (CPR)	R	R	R	R	R
Cardioversion—Electrical				R	R
CPR Mechanical Device	O	O	O	O	O
Defibrillation—Automated and Semi-Automated (AED)	R	R	R	R	R
Defibrillation—Manual				R	R
ECG Monitor—Acquisition and Transmission	O	O	O	R	R
ECG Monitor—Interpretation				R	R
ECG 12, 15 or 18 Lead—Acquisition and Transmission	O	O	O	R	R
ECG 12, 15 or 18 Lead - Interpretation				R	R
Hemorrhage Control—Direct Pressure	R	R	R	R	R
Hemorrhage Control—Hemostatic Agents	O	O	O	O	O
Hemorrhage Control—Junctional Tourniquet	O	O	O	O	O
Hemorrhage Control—Pressure Points	R	R	R	R	R
Hemorrhage Control—Skin Clamp (Temporary Use)	O	O	O	O	O
Hemorrhage Control—Tourniquet	R	R	R	R	R
Hemorrhage Control—Wound Packing	O	R	R	R	R
Impedance Threshold Device (ITD)		O	O	O	O
Pericardiocentesis					O
Transcutaneous Pacing				R	R
Point of Care Cardiac Ultrasound—Cardiac Arrest					O
Valsalva Maneuver				R	R

## III. Skill—Splinting and Spinal Motion Immobilization

<b>III. Skill—Splinting and Spinal Motion Immobilization</b>	<b>EMR</b>	<b>EMT</b>	<b>AEMT</b>	<b>INT</b>	<b>PARA</b>
Cervical Collar	R	R	R	R	R
Manual Cervical Stabilization	R	R	R	R	R
Seated Spinal Motion Restriction	O	R	R	R	R
Splinting—Manual	R	R	R	R	R
Splinting—Pelvic Compression Device	O	O	O	O	R
Splinting—Rigid	R	R	R	R	R
Splinting—Soft	R	R	R	R	R

<b>III. Skill—Splinting and Spinal Motion Immobilization (cont'd)</b>	<b>EMR</b>	<b>EMT</b>	<b>AEMT</b>	<b>INT</b>	<b>PARA</b>
Splinting—Traction	O	R	R	R	R
Splinting—Vacuum	O	O	O	O	O

## IV. Skill—Medication Administration Routes

<b>IV. Skill—Medication Administration Routes</b>	<b>EMR</b>	<b>EMT</b>	<b>AEMT</b>	<b>INT</b>	<b>PARA</b>
Aerosolized, Nebulized	O	R	R	R	R
Endotracheal Tube (ET)				R	R
Intradermal (ID)	O	O	O	O	O
Intramuscular (IM)	O <sup>2</sup>	R	R	R	R
Intramuscular—Auto-Injector	R	R	R	R	R
Intranasal (IN)	O <sup>3</sup>	R	R	R	R
Intranasal—Auto-Injector	R <sup>3</sup>	R	R	R	R
Intraosseous (IO)			R	R	R
Intravenous (IV)			R	R	R
Mucosal, Sublingual (SL)		R	R	R	R
Oral (PO)	O	R	R	R	R
Rectal				R	R
Subcutaneous (SQ)		O	O	O	O

Note: <sup>2</sup>May only be used for manually drawn epinephrine 1:1000 for anaphylaxis or vaccine administration. <sup>3</sup>May only be used for naloxone or epinephrine.

## V. Skill—Initiation, Maintenance, Fluids

<b>V. Skill—Initiation, Maintenance, Fluids</b>	<b>EMR</b>	<b>EMT</b>	<b>AEMT</b>	<b>INT</b>	<b>PARA</b>
Central Line or PICC Line—Access and Maintenance (No additional training required in code situation)					O
Intraosseous			R	R	R
IV –External Jugular				O	O
IV –Peripheral			R	R	R
IV Pump—Non-medicated IV Fluids			O	O	O
IV Pump—Two or Less Medicated IVs					O
Maintenance—Medicated IV Fluids					R
Maintenance—Non-medicated IV Fluids			R	R	R
Other Access Ports—Access and Maintenance					O
Saline Lock—Initiation and Access			R	R	R
Saline Lock—Monitor		O	R	R	R

## VI. Skill—Miscellaneous

<b>VI. Skill—Miscellaneous</b>	<b>EMR</b>	<b>EMT</b>	<b>AEMT</b>	<b>INT</b>	<b>PARA</b>
Assisted Delivery (Childbirth)	R	R	R	R	R
Blood Chemistry Analysis					O
Blood Glucose Monitoring	O	R	R	R	R
Blood Pressure—Automated	O	O	O	O	O

<b>VI. Skill—Miscellaneous (cont'd)</b>	<b>EMR</b>	<b>EMT</b>	<b>AEMT</b>	<b>INT</b>	<b>PARA</b>
Eye Irrigation	R	R	R	R	R
Immunizations	O	O	O	O	O
Long Board	O	R	R	R	R
Nasopharyngeal and/or Oropharyngeal Sampling/Obtaining	O	O	O	O	O
Patient Physical Restraints	O	R	R	R	R
Telemetric monitoring devices and transmission of clinical data including video data	O	O	O	O	O
Venous Blood Sampling—Obtaining			O	O	O
Vital Signs	R	R	R	R	R

## VII. Skill—Assisted Patient Medications

<b>VII. Skill—Assisted Patient Medications</b>	<b>EMR</b>	<b>EMT</b>	<b>AEMT</b>	<b>INT</b>	<b>PARA</b>
Any patient prescribed medication that is approved within the Wisconsin EMS Scope of Practice <u>and</u> in agency protocol.	O	O	O	O	O
Any patient prescribed medication with online medical control approval (only if administration route is within scope of practice)	O	O	O	O	O

## VIII. Skill—Medications Approved Per Protocol

<b>VIII. Skill—Medications Approved per Protocol</b>	<b>EMR</b>	<b>EMT</b>	<b>AEMT</b>	<b>INT</b>	<b>PARA</b>
0.45% Sodium Chloride			O	O	O
0.9% Sodium Chloride (Normal Saline)			R	R	R
Activated Charcoal		O	O	O	O
Acetaminophen (Tylenol)		O	R	R	R
Adenosine (Adenocard)				R	R
Albuterol	O	R	R	R	R
<b>ANTIARRHYTHMIC CATEGORY</b>				R <sup>4</sup>	R
Amiodarone (Cordarone)				O	R
Lidocaine (Xylocaine)				O	R
Procainamide					O
<b>ANTIEMETIC CATEGORY</b>	O	O	O	R <sup>7</sup>	R <sup>7</sup>
Droperidol					O
Isopropyl Alcohol	O	O	O	O	O
Metoclopramide (Reglan)					O
Ondansetron (Zofran)			O	O	O
Prochlorperazine (Compazine)					O
Promethazine (Phenergan)					O
Any patient prescribed medication that is approved within the Wisconsin EMS Scope of Practice and in agency protocol.	O	O	O	O	O
Any patient prescribed medication with online medical control approval (only if administration route is with- in scope of practice)	O	O	O	O	O

<b>VIII. Skill—Medications Approved per Protocol (cont'd)</b>	<b>EMR</b>	<b>EMT</b>	<b>AEMT</b>	<b>INT</b>	<b>PARA</b>
Aspirin	O	R	R	R	R
Atropine				R	R
Auto-injector antidotes for chemical and hazardous material exposures	O	O	O	O	O
<b>BENZODIAZEPINE CATEGORY</b>				R <sup>5</sup>	R <sup>6</sup>
Diazepam (Valium)				O	O
Lorazepam (Ativan)				O	O
Midazolam (Versed)				O	O
Blood and Blood Product-Initiation					O
Buprenorphine					O
Calcium					R
Cephalosporin antibiotic for open fracture					O
Cimetidine					O
Clopidogrel (Plavix)					O
Cyanide Antidote Kits					O
Dexamethasone (Decadron)					O
Dextrose			R	R	R
Diltiazem (Cardizem)					O
Diphenhydramine (Benadryl)					O
Epinephrine (1:1000)-manual injection or autoinjector	O	R	R	R	R
Etomidate (Amidate)					O
Famotidine (Pepcid)					O
Flumazenil (Romazicon)					O
Glucagon		O	O	O	O
Glucose	O	R	R	R	R
Haloperidol (Haldol)					O
Heparin					O
Hydralazine					O
Hydrocortisone					O
Hydroxyzine (Vistaril)					O
Ibuprofen (Advil)		O	O	O	O
Ipratropium (Atrovent)		O	O	O	O
Ketamine (Ketalar)					O
Ketorolac (Toradol)			O	O	O
Labetalol					O
Lactated Ringer's			O	O	O
Levetiracetam					O
Lidocaine (Xylocaine)				O	R
Magnesium					R
Methylprednisolone (Solu-Medrol)					O
Metoprolol (Lopressor)					O
Naloxone (Narcan) manual or autoinjector	O	R	R	R	R
Naproxen		O	O	O	O
Nicardipine					O

<b>VIII. Skill—Medications Approved per Protocol (cont'd)</b>	<b>EMR</b>	<b>EMT</b>	<b>AEMT</b>	<b>INT</b>	<b>PARA</b>
Nifedipine					O
Nitroglycerin (sublingual tablet or spray)			R	R	R
Nitroglycerin (drip or paste)					O
Nitrous oxide			O	O	O
Non-steroidal anti-inflammatory		R <sup>11</sup>	R <sup>11</sup>	R <sup>11</sup>	R <sup>11</sup>
Ibuprofen (Advil)		O	O	O	O
Ketorolac (Toradol)			O	O	O
Naproxen		O	O	O	O
Olanzapine					O
OPIOID CATEGORY				R <sup>9</sup>	R <sup>10</sup>
Fentanyl (Sublimaze)				O	O
Hydromorphone (Dilaudid)					O
Morphine				O	O
Other Short Acting Beta Agonists (e.g., epinephrine, racemic epinephrine) inhaled and/or nebulized for respiratory distress		O	O	O	O
Oxygen	O	R	R	R	R
Oxymetazoline (Afrin)		O	O	O	O
Oxytocin (Pitocin)					O
Pancuronium (Pavulon)					O
Pralidoxime (2-PAM)					O
Proparacaine					O
Rocuronium (Zemuron)					O
Sodium Bicarbonate					R
Succinylcholine (Anectine)					O
Terbutaline					O
Tetracaine					O
Ticagrelor (Brilinta)					O
Tranexamic Acid (TXA)					O
VASOPRESSOR CATEGORY				R	R <sup>8</sup>
Epinephrine (1:10,000)				R	R
Norepinephrine (Levophed)					O
Phenylephrine					O
Vasopressin (Pitressin)				O	O
Vecuronium (Norcuron)					O
Verapamil					O
Ziprasidone (Geodon)					O

Notes: <sup>4</sup>Must choose one antiarrhythmic and may only administer via bolus; <sup>5</sup>Must choose only one benzodiazepine for seizures (midazolam preferred); <sup>6</sup>Must have at least one benzodiazepine (midazolam preferred); <sup>7</sup>Must have at least one antiemetic; <sup>8</sup>Must have at least one vasopressor (norepinephrine preferred); <sup>9</sup>Must choose only one narcotic for pain control (fentanyl preferred); <sup>10</sup>Must have at least one narcotic (fentanyl preferred); <sup>11</sup>Must have at least one nonsteroidal anti-inflammatory listed.

# PART B: Additional Scope of Practice Items For Ambulance Service Providers Licensed To Provide Interfacility Transport

Inter-Facility Transport Use Only	EMR	EMT	AEMT	INT	PARA	CCP
<b>Skill—Airway, Ventilation, Oxygenation</b>						
Ventilator—Automated Transport Ventilator		O <sup>1</sup>	O <sup>1</sup>	O <sup>1</sup>	O	O
Ventilator—Variable Setting					O	R
<b>Skill—Cardiovascular, Circulation</b>						
Monitor—Arterial Line						R
Monitor—CVP Line						R
Transvenous Pacing—Maintenance and Trouble- shooting (Not Initiation)					O	R
Monitor—Swan-Ganz Catheter						R
<b>Skill—Initiation, Maintenance, Fluids</b>						
IV Pump—Non-medicated IV Fluids			O	O	O	R
IV Pump—Two or Less Medicated IVs					O	R
IV Pump—More than Two Medicated IVs						R
Central Line, PICC Line—Access and Maintenance (No additional training required in code situation)					O	R
Other Access Ports-Access and Maintenance					O	R
<b>Skill—Medications</b>						
Additional Medications-Maintenance of any ordered medications by the transferring physician with Service EMS Medical Director Authorization by protocol, agency formulary or online medical control.					O	O
Additional Medications authorized by Service EMS Medical Director by protocol, agency formulary or online medical control.					O	O
Blood and Blood Product- Maintenance					O	R
Blood and Blood Product- Initiation					O	O
<b>Skill - Miscellaneous</b>						
Chest Tube - Insertion						O
Chest Tube - Monitoring					R	R
Foley Catheter Insertion						O
Foley Catheter Monitoring		R	R	R	R	R
Nasogastric, Gastrostomy or Jejunostomy Tube Monitoring		R	R	R	R	R
ICP Monitoring						R

Note: <sup>1</sup>May only be used during for CPR during cardiopulmonary arrest.



To: Village Board Trustees

From: Brian Naylor, Fire Chief

Date: January 16, 2026

Re: Action Required: Formal Approval of Paid-on-Call Incentive & Training Pay Policy

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Dear Members of the Administrative and Personnel Committee,

Paid on call for active-duty company members will include participation and performance incentives. The increase of taking an unassigned shift opening to ensure staffing will increase to \$35.00 per shift From \$25.00 per shift. Trainings are now being proposed at \$30.00 per training. Previously, there was no

compensation for training attendance. During the 2026 budgeting process, these performance incentives

were projected to cost \$35,000 to the paid-on call budget line item.

This incentive program is being proposed in effort for the Elm Grove Fire Department to improve participation and membership activity. Although the funding for this incentive program was approved in the

2026 operating budget the administrative and personnel committees being asked to take formal action to

memorialize this new policy.

I appreciate your consideration

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Brian Naylor  
Fire Chief

**DISCLAIMER – THE FOLLOWING ARE DRAFT MINUTES FROM THE FINANCE & LICENSING COMMITTEE AND ARE SUBJECT TO CHANGE UPON APPROVAL FROM THE FINANCE & LICENSING COMMITTEE**

**VILLAGE OF ELM GROVE  
FINANCE & LICENSING COMMITTEE  
MEETING MINUTES**

**TUESDAY, DECEMBER 16, 2025**

**1. Roll Call**

President Koleski called the meeting to order at 6:15 PM

Present: President Jim Koleski, Trustee John Schindler, Trustee Tom Castile, Mr. Rusty Zosel, Mr. Glenn Schrubbe, Mr. Nicholas Ganos

Also Present: Village Manager Tom Harrigan, Finance Director Brian Lahey

**2. Review and Act on Meeting Minutes**

**TRUSTEE CASTILE MOTIONED TO APPROVE THE FL 112525 MINUTES AS AMENDED.  
TRUSTEE SCHINDLER SECONDED. MOTION PASSED 6-0**

**3. Project Updates and Financial Reports**

Finance Director Lahey presented the November 2025 financial report in detail, noting that the general fund revenue is currently at 100% of the budget while expenditures stand at 89%. During the presentation, Lahey highlighted that the court system's database issue has been resolved, which will result in a spike in revenue for fines, forfeitures, and penalties in the December report. Regarding the recreation department, he explained that revenue is anticipated to fall right on the budget, while expenses will be over budget primarily due to seasonal wages and credit card processing fees.

In his review of expenditures, Lahey noted that the general government line is over budget, largely driven by \$26,000 in unbudgeted legal expenses. He further explained that December will see an increase in expenses for the court, fire, and solid waste departments due to fourth-quarter entries, while public works expenditures are expected to decrease.

Addressing the ARPA fund, Lahey reminded the committee that there is no current activity because the funds were required to be expensed by 2024. Although the Village operated under the assumption that earmarking funds for a 2025 project would suffice, auditors clarified that a formal contract needed to be in place to extend the deadline.

Village Manager Harrigan informed the committee that the \$8,466,000 developer grant for Caroline Heights is scheduled to be wired on January 6th.

In the EMS accounts receivable roll rate analysis, Lahey reported a total increase of approximately \$7,500 from October to November. President Koleski identified the primary cause of this increase as a \$17,613 rise in Medicare Advantage claims within the 61–90 day category.

Finally, Lahey provided an update on 2025 projects, noting that the SharePoint project was completed on budget at \$4,500. He also reported that an inspection of the fire tower by Collins Engineering determined the roof needs a \$6,000 replacement. Additionally, the \$115,000 repair for the Creek Wood Court culvert, necessitated by the August flood, has been paid. Detailed reviews of road and pathway projects are scheduled for the January Public Works Committee meeting.

#### **4. Review and Discussion of Series 2025A and Proposed 2026 Debt**

President Koleski introduced a debt summary for 2026, which outlines the specific components of the upcoming offering and the total anticipated borrowing. He noted that several debt-funded projects originally budgeted for 2024 and 2025 have been deferred to 2026.

Finance Director Lahey provided an update on the Series 2025A debt. While previously approved by the Board of Trustees, the issuance was delayed due to the Underwood Creek daylighting project, which constitutes the majority of the borrowing.

Regarding the refinancing line on the debt worksheet, President Koleski clarified that this primarily pertains to the Gebhardt Road project. The village aims to reduce the current 5% interest rate to approximately 3%. To ensure clarity, Mr. Schrubbe recommended adding notes to the worksheet specifying that refinancing represents existing debt at a more favorable rate, rather than new debt as well as debt proceeds are allocated strictly for capital projects, not operating costs.

#### **5. Review and Act on Vouchers**

The Committee reviewed the detailed voucher list as submitted. President Koleski requested clarification on voucher number 13516, payable to the Waukesha County Treasurer for Cloud Nine and Mobile Print services. Finance Director Lahey explained that Cloud Nine is a security system utilized by the library to authenticate members and manage computer usage through one-hour session limits. He further noted that Mobile Print is a service launched in 2023 that enables patrons to print documents from their mobile devices, though standard copier fees still apply.

Regarding the Village's expenditures with United Healthcare, President Koleski noted a payment of \$65,000 and requested that Director Lahey prepare a monthly expense summary for 2025 to provide the Committee with a better understanding of monthly trends. The Committee further requested that staff incorporate all benefit-related expenditures into this report, such as HRA and FSA expenses, to provide a comprehensive view of these costs.

Finally, President Koleski inquired about voucher number 13462 for General Code Publishers. Village Manager Harrigan explained that this vendor updates the Village's ordinance catalog and website following any amendments. To manage costs, staff typically consolidates these updates into one or two requests per year, which include both digital and hard-copy revisions.

**MR SCHRUBBE MOTIONED TO APPROVE THE VOUCHERS AS SUBMITTED. TRUSTEE CASTILE SECONDED. MOTION PASSED 6-0.**

#### **6. Other Business**

President Koleski asked the committee members if they had received the property tax breakdown sheet included with the resident tax bill mailings. While expressing his support for the concept, he recommended a few adjustments to the format. Specifically, he proposed separating administrative

operating costs from capital project expenses to provide greater transparency and clarity for residents.

**7. Adjourn**

**MR. ZOSEL MOTIONED TO ADJOURN. MR. SCHRUBBE SECONDED. MOTION PASSED 6-0.**

Meeting adjourned at 6:52 P.M.

Respectfully Submitted,

Brian Lahey  
Finance Director

Village of Elm Grove  
Monthly Financial Report  
Revenue and Expense - Budget to Actual Comparison  
12/31/2025 or 100%

	2024 Budget	2025 Budget	MTD Amt	YTD Amt	Budget Balance	% Collected/ Expended
<b>General Fund</b>						
<b>Revenues:</b>						
Property Taxes	\$ 5,103,330	\$ 5,214,171	-	5,214,171	-	100%
Intergovernmental	909,120	933,057	7,601	914,534	18,523	98%
Licenses and Permits	268,635	288,060	19,566	455,753	(167,693)	158%
Fines, Forfeitures, and Penalties	155,000	155,000	46,873	225,217	(70,217)	145%
Public Charges for Services	772,560	783,802	1,011	811,005	(27,203)	103%
Recreation Fees	209,650	213,150	16,580	210,037	3,113	99%
Commercial	469,900	467,650	(30,513)	501,547	(33,897)	107%
Transfer in	4,250	4,267	-	-	4,267	0%
<b>Total Revenue</b>	<b>7,892,445</b>	<b>8,059,157</b>	<b>61,120</b>	<b>8,332,263</b>	<b>(273,106)</b>	<b>103%</b>
Fund Balance Applied	150,000	200,000	-	-	200,000	0%
<b>Total</b>	<b>\$ 8,042,445</b>	<b>\$ 8,259,157</b>	<b>\$ 61,120</b>	<b>\$ 8,332,263</b>	<b>\$ (73,106)</b>	<b>101%</b>
<b>Expenditures:</b>						
General Government	1,573,545	1,657,930	80,006	1,699,572	(41,642)	103%
Court	118,435	122,060	16,065	108,430	13,630	89%
Dispatch	580,325	599,003	59,972	599,211	(208)	100%
Police	2,909,700	3,039,133	230,606	2,874,007	165,126	95%
Fire	365,405	385,370	4,971	292,854	92,516	76%
Inspections	157,350	171,675	-	168,940	2,735	98%
Public Works	882,175	895,075	11,034	931,116	(36,041)	104%
Solid Waste	758,940	778,125	120,452	696,326	81,799	89%
Recreation	344,345	323,620	456	367,761	(44,141)	114%
Forestry	171,555	173,166	10,216	144,070	29,096	83%
Contingency	161,100	114,000	-	-	114,000	0%
Trf to Other Funds	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 8,022,875</b>	<b>\$ 8,259,157</b>	<b>\$ 533,778</b>	<b>\$ 7,882,288</b>	<b>\$ 376,869</b>	<b>95%</b>

<b>Special Revenue Funds</b>						
<b>Library Fund</b>						
Revenue	504,220	515,000	4,965	517,088	(2,088)	100%
Expenditures	556,320	544,000	32,705	509,862	34,138	94%
<b>EMS Fund</b>						
Revenue	506,150	531,527	12,460	573,272	(41,745)	108%
Expenditures	596,150	591,527	52,986	583,363	8,164	99%
<b>Sewer Fund</b>						
Revenue	2,270,000	2,245,500	79,386	2,511,553	(266,053)	112%
Expenditures	2,242,365	2,480,623	18,412	2,323,971	156,652	94%
<b>Stormwater Operations Fund</b>						
Revenue	763,970	766,665	130,550	872,091	(105,426)	114%
Expenditures	727,755	712,300	164,288	877,159	(164,859)	123%
<b>TIF #2 Fund</b>						
Revenue -Tax Increment levy	5,368,507	8,845,862	-	677,234	8,168,628	8%

Village of Elm Grove  
Monthly Financial Report  
Revenue and Expense - Budget to Actual Comparison  
12/31/2025 or 100%

	2024 Budget	2025 Budget	MTD Amt	YTD Amt	Budget Balance	% Collected/ Expended
Expenditures	5,257,183	9,148,205	-	1,406,199	7,742,006	15%
<b>Library Gift Fund</b>						
Library Gift Revenue	-	-	11,398	65,930	(65,930)	-
Library Gift Expenditures	-	-	3,045	44,889	(44,889)	-
<b>Capital Project Funds</b>						
<b>Five Year Capital Fund</b>						
Revenue-Tax Levy and Interest	649,500	869,901	23,357	588,404	281,497	68%
Expenditures	618,520	653,870	17,300	584,776	69,094	89%
<b>Transportation Fund</b>						
Revenue	640,000	1,555,000	16,684	660,578	894,422	42%
Expenditures	1,455,000	1,505,000	384,136	1,991,471	(486,471)	132%
<b>Debt Service Fund</b>						
Revenue - Transfers	1,265,382	1,224,075	1,835	1,260,944	(36,869)	103%
Expenditures	\$ 1,261,782	\$ 1,189,825	-	1,190,226	(401)	100%
<b>Donation Fund</b>						
Revenue - Transfers	-	-	6,315	60,266	(60,266)	-
Expenditures	\$ -	\$ -	2,039	44,148	(44,148)	-
<b>Covid ARPA funds</b>						
Revenue	3,000	4,500	-	-	4,500	-
Expenditures	\$ 228,500	\$ 103,170	-	-	103,170	-
<b>TIF #3 Mandel SSND</b>						
Revenue	79,000	8,642,006	-	8,654,154	(12,148)	100%
Expenditures	\$ 58,500	\$ 8,527,000	-	7,936	8,519,064	0%

**Village of Elm Grove  
2025 Project Summary**

Fund	Budget	Prior Year Expenses	New 2025 Expenditures	YTD 2025 Expenditures	Total Project Costs	Notes
<b>Capital Fund Projects</b>						
<b>General Government</b>						
Computer Hardware, Software, Network	\$ 30,000	\$ -		\$ 30,169	\$ 30,169	Completed
Telephone System	\$ 120,000	\$ 111,064		\$ 2,196	\$ 113,260	Only remaining item is rewiring of the server room which is planned to be completed with the 2026 server replacement project
Village Hall Parking Lot Lights	\$ 103,170	\$ -		\$ -	\$ -	DPW Director Richard Paul Jr. received two quotes from Fonroche. The first, totalling \$103,500, assumes the existing light bases can remain in place. The second, totalling \$187,750, accounts for the replacement of the light bases.
<b>Police</b>						
Patrol Vehicle	\$ 59,570	\$ -		\$ 63,604	\$ 63,604	Project completed. It came in overbudget (\$4,034) due to a change in the squad's design configuration, which made much of our older equipment incompatible, along with some items simply aging out.
<b>Fire</b>						
Turnout Gear and Equipment - 2024	\$ 24,600	\$ 12,861		\$ -	\$ 12,861	The pyro lance unit has been retrofitted and working. Some fine tuning still needs to be completed. The unit will be picked up on February 6th.
Turnout Gear and Equipment - 2025	\$ 20,500	\$ -	\$ 775	\$ 11,105	\$ 11,105	\$6,000 of gear (coats and pants) have been ordered. A replacement door for the fire entrance has been scheduled for installation in Spring 2026 estimated at \$2,800.
<b>EMS</b>						
No Items Budgeted for 2025	\$ -	\$ -		\$ -	\$ -	
<b>Public Works</b>						
Dump Truck with Wing Plow, Spreader, Tarp	\$ 285,000	\$ -	\$ 116,719	\$ 280,078	\$ 280,078	Completed - is planned to be part of the 2026 debt issuance
Sign-Utility Bucket Truck Replacement	\$ 175,000	\$ -		\$ 174,114	\$ 174,114	Completed
Zero Turn Mower	\$ 15,500	\$ -		\$ 13,679	\$ 13,679	Completed
<b>Recreation</b>						
Pool/Splashpad Renovations/Upgrades	\$ 15,000	\$ -		\$ 13,581	\$ 13,581	Pool umbrellas (2), chairs (10), and Custodial Vacuum
ADA Accessible Pool Chair	\$ 16,000	\$ -		\$ 15,620	\$ 15,620	Completed
Comprehensive Outdoor Recreation Plan	\$ 25,000	\$ 5,650		\$ 18,344	\$ 23,994	Completed
Pool Liner	\$ -	\$ -		\$ 39,339	\$ 39,339	10% Down Payment to lock in cost and date of installation. Additional 25% payment due with approved submittals. This item is budgeted in the 2026 5-year capital plan.
Softball Fields Renovation	\$ -	\$ -	\$ 11,100	\$ 11,100	\$ 11,100	This project was originally budgeted for 2026 but during budget workshops was decided to be moved up to 2025 due to the recreation manager leaving and positive fund balance.
<b>Library</b>						
Online Public Access Catalog (OPAC) Replacements (5)	\$ 4,250	\$ -		\$ 3,213	\$ 3,213	Completed
Server Replacement (Cloud Migration)	\$ 5,700	\$ -		\$ -	\$ -	Planned to be completed in 2026
<b>New Equipment</b>						
SharePoint Upgrade	\$ 4,500	\$ -		\$ 4,500	\$ 4,500	Completed
Ballistic Vests (5) + Vest Shell (1)	\$ 4,500	\$ -		\$ 4,326	\$ 4,326	Completed
Traffic Cones (50)	\$ 1,000	\$ -		\$ 1,005	\$ 1,005	Completed
Training Tower Rehabilitation	\$ 5,000	\$ -		\$ -	\$ -	Hired Collins Engineering to complete a physical examination of the structure (\$2,300 Estimate)
Welder	\$ 4,700	\$ -		\$ 4,480	\$ 4,480	Completed
Air Cleaners (2)	\$ 7,650	\$ -		\$ 7,641	\$ 7,641	Completed
Picnic Tables - Beer Garden (8)	\$ -	\$ -		\$ 5,106	\$ 5,106	Picnic table purchase was part of the new beer garden contract. Half of the cost \$2,553 has been reimbursed from Third Space Brewing
Meeting Owl	\$ -	\$ -	\$ 2,048	\$ 2,048	\$ 2,048	Due to the failure of the original Meeting Owl, an unbudgeted expenditure was required to purchase a replacement.
<b>Total Capital Fund Projects</b>	<b>\$ 926,640</b>	<b>\$ 129,575</b>	<b>\$ 130,643</b>	<b>\$ 705,247</b>	<b>\$ 834,822</b>	

**Village of Elm Grove  
2025 Project Summary**

Fund	Budget	Prior Year Expenses	New 2025 Expenditures	YTD 2025 Expenditures	Total Project Costs	Notes
<b>ARPA Fund</b>						
This Fund was closed in 2024. The remaining \$126,757 was transferred to 5 Year Capital (\$116,037) and EMS (\$10,720) Funds						
<b>Transportation Fund</b>						
Ruekert & Mielke - Highland Pathway	\$ 730,000	\$ 614,313	\$ 93,747	\$ 121,822	\$ 736,135	Construction Bid Received \$495,000, Total Estimated Cost = \$825,000. Only thing remaining to be paid on this project is \$16,000 of retainage.
2025 Street Paving	\$ 605,000	-		\$ 605,098	\$ 605,098	2025 Street Paving is complete.
2025 Pathways	\$ 900,000	\$ 46,962	\$ 19,308	\$ 1,462,647	\$ 1,509,609	Total 2025 pathway cost is now estimated at \$1,776,600. \$1,611,000 estimated construction costs and \$165,600 estimated design costs. The pathway construction work is completed.
2026 & 2028 Pathways	-	-	\$ 9,174	\$ 14,957	\$ 14,957	2026 & 2028 Pathway Engineering
<b>Total Transportation Fund Projects</b>	<b>\$ 2,235,000</b>	<b>\$ 661,275</b>	<b>\$ 122,229</b>	<b>\$ 2,189,567</b>	<b>\$ 2,850,842</b>	
<b>Sewer Fund</b>						
No Items Budgeted for 2025	-	-		-	-	
<b>Total Sewer Fund Project</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>	
<b>Stormwater Fund</b>						
Creekwood Court	-	-		\$ 115,400	-	Completed - Emergency culvert repair due to August storm damage
Highland Road Storm Culvert	-	\$ 239,012		\$ 16,725	\$ 255,737	Completed
<b>Total Stormwater Fund Project</b>	<b>-</b>	<b>\$ 239,012</b>	<b>-</b>	<b>\$ 132,125</b>	<b>\$ 255,737</b>	
<b>TID # 2</b>						
Creek Daylighting						
Estimated Total Project Cost (Referendum)	\$ 8,500,000					
<b>Total TID # 2 Project</b>	<b>8,500,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Village of Elm Grove  
2026 Project Summary**

<b>Fund</b>	<b>Budget</b>	<b>Prior Year Expenses</b>	<b>New 2026 Expenditures</b>	<b>YTD 2026 Expenditures</b>	<b>Total Project Costs</b>	<b>Notes</b>
<b>Capital Fund Projects</b>						
<b>General Government</b>						
Telephone System	\$ 120,000	113,260	-	-	113,260	Only remaining item is rewiring of the server room which is planned to be completed with the 2026 server replacement project
Village Hall Parking Lot Lights	\$ 105,000	-	-	-	-	DPW Director Richard Paul Jr. received two quotes from Fonroche. The first, totalling \$103,500, assumes the existing light bases can remain in place. The second, totalling \$187,750, accounts for the replacement of the light bases.
Village Hall Roof Replacement	\$ 120,000	-	-	-	-	
Building Upgrades - Exterior	\$ 25,000	-	-	-	-	
Building Upgrades - Interior	\$ 25,000	-	-	-	-	
Downtown Master Plan	\$ 135,000	-	-	-	-	
<b>Police</b>						
Patrol Vehicles (2)	134,760	-	-	-	-	Both patrol vehicles are scheduled to arrive next month. They will need to be outfitted.
In-Car & Interview Room Camera System	34,500	-	-	-	-	
<b>Fire</b>						
Turnout Gear and Equipment - 2024	\$ 24,600	\$ 12,861	\$ -	\$ -	\$ 12,861	The pyro lance unit has been retrofitted and working. Some fine tuning still needs to be completed. The unit will be picked up on February 6th.
Turnout Gear and Equipment - 2025	\$ 20,500	\$ 11,105	\$ -	\$ -	\$ 11,105	\$6,000 of gear (coats and pants) have been ordered. A replacement door for the fire entrance has been scheduled for installation in Spring 2026 estimated at \$2,800.
Turnout Gear and Equipment - 2026	\$ 24,600	\$ -	\$ -	\$ -	\$ -	
<b>EMS</b>						
Defibrillators	\$ 50,000	\$ -	\$ -	\$ -	\$ -	
<b>Public Works</b>						
GIS Updgrade	\$ 12,000	\$ -	\$ -	\$ -	\$ -	
Dump Truck with Plow (2012)	\$ 285,000	\$ -	\$ 37,851	\$ -	\$ -	Down Payment for Plow Truck #2
1 Ton Dump Truck/Swap Loader (2015 F350)	\$ 190,000	\$ -	\$ 113,399	\$ 113,399	\$ 113,399	Truck chassis is purchased
Pickup Replacement with Vplow (2016 F250)	\$ 70,000	\$ -	\$ -	\$ -	\$ -	
DPW Floor Replacement in Mechanic Bays	\$ 31,500	\$ -	\$ -	\$ -	\$ -	
DPW Floor Replacement in South Bays	\$ 70,000	\$ -	\$ -	\$ -	\$ -	
Kawasaki Mule UTV	\$ 16,000	\$ -	\$ -	\$ -	\$ -	
Dump Truck with Plow (2014)	\$ 170,000	\$ -	\$ -	\$ -	\$ -	
<b>Recreation</b>						
Pool Liner	\$ 111,000	\$ 39,339	\$ -	\$ -	\$ 39,339	in 2025, 10% Down Payment was paid to lock in cost and date of installation. Additional 25% payment due with approved submittals.
<b>Library</b>						
Server Replacement (Cloud Migration)	\$ 5,700	\$ -	\$ -	\$ -	\$ -	2025 Project that was moved to 2026.
<b>Information Technology</b>						
I.T. Monitoring Tools	\$ 9,000	\$ -	\$ -	\$ -	\$ -	
File Servers & Storage Array	\$ 215,000	\$ -	\$ -	\$ -	\$ -	
<b>New Equipment</b>						
Large Screen Monitors (3) - Dispatch	\$ 2,000	\$ -	\$ -	\$ -	\$ -	
Desk Chairs (2) - Dispatch	\$ 1,400	\$ -	\$ -	\$ -	\$ -	
Fixed Squad Radar	\$ 2,840	\$ -	\$ 2,840	\$ 2,840	\$ 2,840	Project Completed
Ballistic Vest - Patrol Vest and Carrier	\$ 1,200	\$ -	\$ -	\$ -	\$ -	
Police Defibrillator	\$ 3,750	\$ -	\$ -	\$ -	\$ -	
Umbrellas (2)	\$ 1,398	\$ -	\$ -	\$ -	\$ -	
Wifi	\$ 1,500	\$ -	\$ -	\$ -	\$ -	
Refrigerator	\$ 1,709	\$ -	\$ -	\$ -	\$ -	
SonicWall TZ 470 Firewall	\$ 2,675	\$ -	\$ -	\$ -	\$ -	
Office/Conference Room TVs (5)	\$ 4,750	\$ -	\$ 1,581	\$ 1,581	\$ 1,581	TVs and materials
<b>Total Capital Fund Projects</b>	<b>\$ 2,027,382</b>	<b>\$ 176,565</b>	<b>\$ 155,670</b>	<b>\$ 117,820</b>	<b>\$ 294,385</b>	

**Village of Elm Grove  
2026 Project Summary**

Fund	Budget	Prior Year Expenses	New 2026 Expenditures	YTD 2026 Expenditures	Total Project Costs	Notes
<b>Transportation Fund</b>						
2026 Street Paving	550,000	-	-	-	-	
2026 Pathways	1,800,080	5,783	9,174	9,174	14,957	The 2026 Pathway budget is allocated \$335,080 for engineering and \$1,465,000 for construction. This project will be financed with debt.
<b>Total Transportation Fund Projects</b>	<b>2,350,080</b>	<b>5,783</b>	<b>9,174</b>	<b>9,174</b>	<b>14,957</b>	
<b>Sewer Fund</b>						
No Items Budgeted for 2025	-	-	-	-	-	
<b>Total Sewer Fund Project</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Stormwater Fund</b>						
No Items Budgeted for 2025	-	-	-	-	-	
<b>Total Stormwater Fund Project</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TID # 2</b>						
Creek Daylighting						
Estimated Total Project Cost (Referendum)	8,500,000					
<b>Total TID # 2 Project</b>	<b>8,500,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	



# Memo

To: Finance and Licensing Committee

From: Brian Lahey, Finance Director

Date: Tuesday, January 27, 2026

Re: Summary of Large/Unusual Voucher and Credit Card Items for December 16

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## Review and Act on Vouchers

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
WI Dept of Revenue	\$10.00	Business Tax Registration Renewal
CW Purpero Inc	\$91,895.67	Highland Dr Pathway
WI Court Fines and Surcharges	\$12,450.65	Nov. & Dec. County and State Ticket Fees
Wauwatosa, City Of	\$36.82	Delinquent Water Bill – 1070 Red Barn
Caspers Truck Equipment	\$116,719.25	2025 Plow Truck #1 Outfitting
Caspers Truck Equipment	\$37,850.50	25% Down Payment Plow Truck #2
Flock Safety	\$15,000.00	Annual Flock Cameras Payment
Ironworks Trucks & Equipment	\$113,399.00	Swap Loader Truck & Lift
Moulas Group LLC	\$181,412.53	Annual Computer Support and Licensing Payment

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

Payments Batch 2025-12LIBCCPOSTJAN				\$1,915.43	
Refer	13666 AMAZON	-			
Cash Payment	E 006-5513106 Adult DVDs	DVDS			\$79.15
Invoice	12/14/2025				
Transaction Date	1/14/2026	Town Bank	1110300	<b>Total</b>	\$79.15
Refer	13663 AMERICAN LIBRARY ASSOCIATIO	-			
Cash Payment	E 004-5513500 Lib Gift Expenses	MEMBERSHIP			\$215.00
Invoice	12/10/2025				
Transaction Date	1/14/2026	Town Bank	1110300	<b>Total</b>	\$215.00
Refer	13665 AQUATIC REALMZ	-			
Cash Payment	E 004-5513900 FOEGL gift expenditures	MONTHLY SERVICE			\$90.00
Invoice	12/19/2025				
Transaction Date	1/14/2026	Town Bank	1110300	<b>Total</b>	\$90.00
Refer	13661 BETTY BRINN	-			
Cash Payment	E 004-5513900 FOEGL gift expenditures	MUSEUM PASS			\$500.00
Invoice	12/16/2025				
Transaction Date	1/14/2026	Town Bank	1110300	<b>Total</b>	\$500.00
Refer	13667 BOSWELL BOOK COMPANY	-			
Cash Payment	E 006-5513130 Books-Reference	BOOKS			\$7.96
Invoice	12/12/2025				
Transaction Date	1/14/2026	Town Bank	1110300	<b>Total</b>	\$7.96
Refer	13669 NETFLIX	-			
Cash Payment	E 004-5513900 FOEGL gift expenditures	MONTHLY SERVICE			\$26.24
Invoice	12/23/2025				
Transaction Date	1/14/2026	Town Bank	1110300	<b>Total</b>	\$26.24
Refer	13664 PICK AND SAVE	-			
Cash Payment	E 006-5513432 Youth Programing	HOLIDAY PROGRAM			\$39.93
Invoice	12/11/2025				
Transaction Date	1/14/2026	Town Bank	1110300	<b>Total</b>	\$39.93
Refer	13660 SENDIKS	-			
Cash Payment	E 006-5513430 Adult Programing	FILM PROGRAM			\$13.28
Invoice	12/11/2025				
Cash Payment	E 006-5513300 Library Supplies	STAFF WATER			\$22.47
Invoice	12/19/2025				
Cash Payment	E 004-5513500 Lib Gift Expenses	STAFF SUPPLIES			\$27.17
Invoice	12/22/2025				
Transaction Date	1/14/2026	Town Bank	1110300	<b>Total</b>	\$62.92
Refer	13668 SP EXCELMARK	-			
Cash Payment	E 006-5513300 Library Supplies	STAMP			\$33.45
Invoice	12/23/2025				
Transaction Date	1/14/2026	Town Bank	1110300	<b>Total</b>	\$33.45
Refer	13662 TARGET	-			
Cash Payment	E 006-5513432 Youth Programing	HOLIDAY PROGRAM			\$145.78
Invoice	12/10/2025				
Transaction Date	1/14/2026	Town Bank	1110300	<b>Total</b>	\$145.78
Refer	13670 VINCE SABATINO	-			

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

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Cash Payment	E 006-5513499	Printing & Miscellaneous	MIDWEST PANO		\$715.00
Invoice		12/30/2025			
Transaction Date	1/14/2026	Town Bank	1110300	<b>Total</b>	<b>\$715.00</b>

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Fund Summary

	1110300	Town Bank	
004 Library Gift Fund		\$858.41	
006 Library Operating Fund		\$1,057.02	
		<hr/>	
		\$1,915.43	

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$1,915.43
Total	<hr/>
	\$1,915.43

## VILLAGE OF ELM GROVE

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## Payments

Current Period: DECEMBER 2025

Payments Batch 2025-12 LIB POST 3 \$9,280.55

Refer	13652 <i>BLACKSTONE PUBLISHING</i>			-	
Cash Payment	E 006-5513105	Adult Audiobooks	AUDIOBOOKS		\$76.48
Invoice	2216932	11/6/2025			
Cash Payment	E 006-5513105	Adult Audiobooks	AUDIOBOOKS		\$215.93
Invoice	2217633	11/13/2025			
Cash Payment	E 006-5513105	Adult Audiobooks	AUDIOBOOKS		\$138.43
Invoice	2211246	12/17/2025			
Cash Payment	E 006-5513105	Adult Audiobooks	AUDIOBOOKS		\$40.49
Invoice	2222067	12/30/2025			
Transaction Date	1/13/2026	Town Bank	1110300	<b>Total</b>	<b>\$471.33</b>
Refer	13649 <i>CENGAGE LEARNING INC/GALE</i>			-	
Cash Payment	E 006-5513132	Books Large Print	BOOKS		\$27.88
Invoice	99910181445B	12/30/2025			
Cash Payment	E 006-5513132	Books Large Print	BOOKS		\$25.42
Invoice	999101699272	11/7/2025			
Cash Payment	E 006-5513132	Books Large Print	BOOKS		\$86.08
Invoice	999101694106	11/6/2025			
Cash Payment	E 006-5513132	Books Large Print	BOOKS		\$26.24
Invoice	999101762198	12/4/2025			
Cash Payment	E 006-5513132	Books Large Print	BOOKS		\$54.12
Invoice	999101776095	12/10/2025			
Transaction Date	1/13/2026	Town Bank	1110300	<b>Total</b>	<b>\$219.74</b>
Refer	13655 <i>EBSCO SUBSCRIPTION SERVICES</i>			-	
Cash Payment	E 006-5513110	Magazines/newspapers	KNITTING MAGAZINE		\$15.35
Invoice	2601812	12/13/2025			
Transaction Date	1/13/2026	Town Bank	1110300	<b>Total</b>	<b>\$15.35</b>
Refer	13648 <i>FORWARD TS</i>			-	
Cash Payment	E 006-5513310	Library Copy Machine	Library Printer		\$130.72
Invoice	AR271932	12/29/2025			
Cash Payment	E 006-5513310	Library Copy Machine	LIBRARY PRINTER		\$190.20
Invoice	AR267357	10/28/2025			
Transaction Date	1/13/2026	Town Bank	1110300	<b>Total</b>	<b>\$320.92</b>
Refer	13650 <i>HW WILSON</i>			-	
Cash Payment	E 006-5513110	Magazines/newspapers	MAGAZINES		\$191.60
Invoice	373505	12/30/2025			
Transaction Date	1/13/2026	Town Bank	1110300	<b>Total</b>	<b>\$191.60</b>
Refer	13658 <i>INGRAM</i>			-	
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS		\$20.81
Invoice	92902230	12/17/2025			
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS		\$28.15
Invoice	92970094	12/19/2025			
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS		\$17.96
Invoice	92970096	12/19/2025			
Cash Payment	E 006-5513136	Books Travel	BOOKS		\$32.61
Invoice	92902229	12/17/2025			
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS		\$53.56
Invoice	92902231	12/17/2025			

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## Payments

Current Period: DECEMBER 2025

Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$22.61
Invoice	92859356	12/16/2025		
Cash Payment	E 006-5513135	Books Non Fiction	BOOKS	\$109.54
Invoice	92902233	12/17/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$40.82
Invoice	92902228	12/17/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$49.26
Invoice	92859359	12/16/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$28.92
Invoice	92970093	12/19/2025		
Cash Payment	E 006-5513137	Books NF 800	BOOKS	\$26.56
Invoice	90970095	12/19/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$28.35
Invoice	92970097	12/19/2025		
Cash Payment	E 006-5513132	Books Large Print	BOOKS	\$19.37
Invoice	92970098	12/19/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$31.30
Invoice	92970099	12/19/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$36.14
Invoice	92970102	12/19/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$39.97
Invoice	92970101	12/19/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$9.83
Invoice	92902232	12/17/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$35.12
Invoice	92970100	12/19/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$155.82
Invoice	92902234	12/17/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$20.23
Invoice	93089330	12/23/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$105.77
Invoice	93089321	12/23/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$79.26
Invoice	93089322	12/23/2025		
Cash Payment	E 006-5513136	Books Travel	BOOKS	\$42.86
Invoice	93089323	12/23/2025		
Cash Payment	E 006-5513136	Books Travel	BOOKS	\$29.04
Invoice	93089324	12/23/2025		
Cash Payment	E 006-5513133	Books Non Fiction	BOOKS	\$17.89
Invoice	93089325	12/23/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$17.89
Invoice	93089326	12/23/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$16.88
Invoice	93089328	12/23/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$9.62
Invoice	93089329	12/23/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$196.49
Invoice	93089331	12/23/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$42.71
Invoice	93089327	12/23/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$17.39
Invoice	93089332	12/23/2025		

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## Payments

Current Period: DECEMBER 2025

Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$32.80
Invoice	93089334	12/23/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$10.84
Invoice	93089335	12/23/2025		
Cash Payment	E 006-5513137	Books NF 800	BOOKS	\$13.96
Invoice	93089333	12/23/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	-\$16.11
Invoice	93117825	12/23/2025		
Cash Payment	E 004-5513500	Lib Gift Expenses	BOOKS	\$34.11
Invoice	92004683	11/16/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$55.35
Invoice	93262982	12/30/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$274.07
Invoice	93262983	12/30/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$17.89
Invoice	93262984	12/30/2025		
Cash Payment	E 006-5513132	Books Large Print	BOOKS	\$19.34
Invoice	93262985	12/30/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$35.79
Invoice	93262987	12/30/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$23.44
Invoice	93262986	12/30/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$37.92
Invoice	93307564	12/31/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$19.07
Invoice	93307556	12/31/2025		
Cash Payment	E 006-5513137	Books NF 800	BOOKS	\$16.37
Invoice	93307561	12/31/2025		
Cash Payment	E 006-5513137	Books NF 800	BOOKS	\$16.18
Invoice	93307557	12/31/2025		
Cash Payment	E 006-5513132	Books Large Print	BOOKS	\$81.06
Invoice	93307559	12/31/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$34.72
Invoice	93307558	12/31/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$44.64
Invoice	93307560	12/31/2025		
Cash Payment	E 006-5513133	Books Non Fiction	BOOKS	\$19.68
Invoice	93307562	12/31/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$49.27
Invoice	93307563	12/31/2025		
Cash Payment	E 006-5513133	Books Non Fiction	BOOKS	\$20.70
Invoice	91891821	11/11/2025		
Cash Payment	E 006-5513137	Books NF 800	BOOKS	\$38.09
Invoice	91891819	11/11/2025		
Cash Payment	E 006-5513137	Books NF 800	BOOKS	\$116.60
Invoice	91891824	11/11/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$36.30
Invoice	92016773	11/17/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$20.40
Invoice	92036428	11/17/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$100.67
Invoice	92004682	11/16/2025		

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## Payments

Current Period: DECEMBER 2025

Cash Payment	E 006-5513137	Books NF 800	BOOKS	\$50.03
Invoice	92016779	11/17/2025		
Cash Payment	E 006-5513136	Books Travel	BOOKS	\$16.95
Invoice	92016780	11/17/2025		
Cash Payment	E 006-5513133	Books Non Fiction	BOOKS	\$23.76
Invoice	92015781	11/17/2025		
Cash Payment	E 006-5513137	Books NF 800	BOOKS	\$26.57
Invoice	92016762	11/17/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$111.37
Invoice	92016783	11/17/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$71.87
Invoice	92004684	11/16/2025		
Cash Payment	E 006-5513136	Books Travel	BOOKS	\$17.61
Invoice	92061525	11/18/2025		
Cash Payment	E 006-5513136	Books Travel	BOOKS	\$53.61
Invoice	92061526	11/18/2025		
Cash Payment	E 006-5513133	Books Non Fiction	BOOKS	\$73.74
Invoice	92061527	11/18/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$18.87
Invoice	92016774	11/17/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$11.17
Invoice	92016775	11/17/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$14.19
Invoice	91891815	11/11/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$10.15
Invoice	91891823	11/11/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$25.82
Invoice	91891822	11/11/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$37.00
Invoice	91833238	11/9/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$20.90
Invoice	91335335	10/20/2025		
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$21.91
Invoice	91891825	11/11/2025		
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$40.32
Invoice	91891820	11/11/2025		
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$17.34
Invoice	91891817	11/11/2025		
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$66.43
Invoice	91891818	11/11/2025		
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$18.50
Invoice	91891816	11/11/2025		
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$17.88
Invoice	92016776	11/17/2025		
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$17.93
Invoice	92016777	11/17/2025		
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$17.93
Invoice	92016778	11/17/2025		
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$37.66
Invoice	92061524	11/18/2025		
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$17.42
Invoice	92061528	11/18/2025		

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## Payments

Current Period: DECEMBER 2025

Cash Payment	E 006-5513136	Books Travel	BOOKS	\$12.80
Invoice	92644831	12/9/2025		
Cash Payment	E 006-5513133	Books Non Fiction	BOOKS	\$42.86
Invoice	92644832	12/9/2025		
Cash Payment	E 006-5513137	Books NF 800	BOOKS	\$18.20
Invoice	92644834	12/9/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$18.03
Invoice	92644835	12/9/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$50.71
Invoice	92644836	12/9/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$39.70
Invoice	92644837	12/9/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$10.91
Invoice	92666437	12/9/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$58.16
Invoice	92666438	12/9/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$20.41
Invoice	92723000	12/11/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$10.85
Invoice	92759223	12/12/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$12.06
Invoice	92759224	12/12/2025		
Cash Payment	E 006-5513136	Books Travel	BOOKS	\$16.85
Invoice	92759225	12/12/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$17.32
Invoice	92759228	12/12/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$138.64
Invoice	92759229	12/12/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$18.36
Invoice	92759231	12/12/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$113.41
Invoice	92666439	12/9/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$10.82
Invoice	92759232	12/12/2025		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$230.39
Invoice	92759230	12/12/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$17.48
Invoice	92859351	12/16/2025		
Cash Payment	E 006-5513133	Books Non Fiction	BOOKS	\$75.61
Invoice	92859353	12/16/2025		
Cash Payment	E 006-5513136	Books Travel	BOOKS	\$18.81
Invoice	92859362	12/16/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$34.94
Invoice	92859355	12/16/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$16.99
Invoice	92859358	12/16/2025		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$18.03
Invoice	92859357	12/16/2025		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$108.68
Invoice	92859360	12/16/2025		
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$21.91
Invoice	92538894	12/5/2025		

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS		\$18.05
Invoice	92644833	12/9/2025			
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS		\$36.88
Invoice	92769226	12/12/2025			
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS		\$19.02
Invoice	92769227	12/12/2025			
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS		\$20.41
Invoice	92722999	12/11/2025			
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS		\$18.08
Invoice	92859354	12/16/2025			
Transaction Date	1/13/2026	Town Bank	1110300	<b>Total</b>	<b>\$4,658.18</b>
Refer	13653 <i>MIDWEST TAPE</i>				
Cash Payment	E 004-5513900	FOEGL gift expenditures	DVDS/BLUERAYS		\$147.08
Invoice	508018916	11/11/2025			
Cash Payment	E 004-5513900	FOEGL gift expenditures	DVDS		\$22.48
Invoice	508117590	10/22/2005			
Cash Payment	E 004-5513900	FOEGL gift expenditures	DVDS		\$110.26
Invoice	508147936	10/22/2005			
Transaction Date	1/13/2026	Town Bank	1110300	<b>Total</b>	<b>\$279.82</b>
Refer	13651 <i>ODP BUSINESS SOLUTIONS, LLC</i>				
Cash Payment	E 006-5513300	Library Supplies	CHAIR		\$328.69
Invoice	44464963001	11/5/2025			
Cash Payment	E 006-5513300	Library Supplies	TONER/BINDERS		\$424.73
Invoice	45046732001	12/9/2025			
Cash Payment	E 006-5513300	Library Supplies	BINDERS		\$20.71
Invoice	450246736001	12/9/2025			
Cash Payment	E 006-5513300	Library Supplies	COIN SORTER		\$47.69
Invoice	450243344001	12/9/2025			
Cash Payment	E 006-5513300	Library Supplies	LABELS / BINDERS		\$38.25
Invoice	453249143001	12/31/2025			
Transaction Date	1/13/2026	Town Bank	1110300	<b>Total</b>	<b>\$860.07</b>
Refer	13654 <i>PENWORTHY COMPANY LLC</i>				
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS		\$853.54
Invoice	0613466-IN	12/8/2025			
Transaction Date	1/13/2026	Town Bank	1110300	<b>Total</b>	<b>\$853.54</b>
Refer	13656 <i>TAYLOR COMPUTER SERVICES, IN</i>				
Cash Payment	E 006-5513320	Computer Expense	LIB COMPUTER ASSISTANCE		\$202.50
Invoice	28826	11/30/2025			
Cash Payment	E 006-5513320	Computer Expense	COMPUTER SERVICES FOR LIB		\$607.50
Invoice	28965	12/31/2025			
Transaction Date	1/13/2026	Town Bank	1110300	<b>Total</b>	<b>\$810.00</b>
Refer	13657 <i>WI DEPT OF ADMINISTRATION 854</i>				
Cash Payment	E 006-5513320	Computer Expense	FIBER FOR INTERNET		\$600.00
Invoice	505-0000707402	12/16/2025			
Transaction Date	1/13/2026	Town Bank	1110300	<b>Total</b>	<b>\$600.00</b>

Payments

Current Period: DECEMBER 2025

Fund Summary

	1110300 Town Bank	
004 Library Gift Fund		\$788.52
006 Library Operating Fund		\$8,492.03
		<u>\$9,280.55</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$9,280.55
Total	<u>\$9,280.55</u>

Payments

Current Period: DECEMBER 2025

Payments Batch 2026- 01 LIB AP \$692.42

Refer	13671 INGRAM			
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$58.11
Invoice	93480248	1/6/2026		
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$27.16
Invoice	93456733	1/6/2026		
Cash Payment	E 004-5513900	FOEGL gift expenditures	BOOKS	\$214.91
Invoice	93456732	1/6/2026		
Cash Payment	E 006-5513137	Books NF 800	BOOKS	\$32.71
Invoice	93480244	1/6/2026		
Cash Payment	E 006-5513137	Books NF 800	BOOKS	\$15.79
Invoice	93480246	1/6/2026		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$17.37
Invoice	93480247	1/6/2026		
Cash Payment	E 006-5513136	Books Travel	BOOKS	\$12.50
Invoice	93480249	1/6/2026		
Cash Payment	E 006-5513137	Books NF 800	BOOKS	\$32.73
Invoice	93480250	1/6/2026		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$25.06
Invoice	93480251	1/6/2026		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$60.58
Invoice	93480252	1/6/2026		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$39.57
Invoice	93480253	1/6/2026		
Cash Payment	E 006-5513137	Books NF 800	BOOKS	\$22.47
Invoice	93456729	1/6/2026		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$17.35
Invoice	93456731	1/6/2026		
Cash Payment	E 006-5513131	Books Adult Fiction	BOOKS	\$15.83
Invoice	93456735	1/6/2026		
Cash Payment	E 006-5513134	Books Non Fiction	BOOKS	\$20.79
Invoice	93532758	1/8/2026		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$22.17
Invoice	93456734	1/6/2026		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$12.27
Invoice	93456730	1/6/2026		
Cash Payment	E 006-5513103	Children/Young Adult	BOOKS	\$45.05
Invoice	93480245	1/6/2026		
Transaction Date	1/14/2026	Town Bank	1110300	<b>Total</b> <u>\$692.42</u>

Fund Summary

	1110300 Town Bank
004 Library Gift Fund	\$300.18
006 Library Operating Fund	<u>\$392.24</u>
	\$692.42

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	<u>\$692.42</u>
Total	\$692.42

VILLAGE OF ELM GROVE

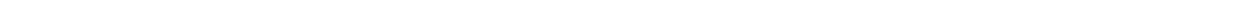
Payments

Current Period: JANUARY 2026



Payments Batch 2026-01 LIB CC \$13.28

Refer	13660 SENDIKS	-			
Cash Payment	E 006-5513430 Adult Programing		FILM PROGRAM		\$13.28
Invoice	1/5/2026				
Transaction Date	1/14/2026	Town Bank	1110300	<b>Total</b>	<b>\$13.28</b>



Fund Summary

	1110300 Town Bank	
006 Library Operating Fund	\$13.28	
	<u>          </u>	\$13.28

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$13.28
Total	<u>          </u> \$13.28

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

Payment Batch 12-2025 ACH		\$141,115.11	
Refer	13811 ADP LLC	Ck# 006433E 12/26/2025	
Cash Payment	E 001-5143360 Payroll Processing- Invoice 708199987 12/26/2025	Payroll Fees	\$451.38
Transaction Date	12/26/2025	Town Bank 1110300	<b>Total</b> \$451.38
Refer	13812 DELTA DENTAL	Ck# 006434E 12/31/2025	
Cash Payment	G 001-2111150 Dental Insur Payable Invoice December 2025 12/31/2025	Monthly Dental and Vision	\$3,312.19
Cash Payment	G 001-2111180 Delta Vision Invoice December 2025 12/31/2025	Monthly Dental and Vision	\$519.70
Transaction Date	12/31/2025	Town Bank 1110300	<b>Total</b> \$3,831.89
Refer	13813 DIVERSIFIED BENEFIT SERVICES I	Ck# 006435E 12/31/2025	
Cash Payment	G 001-2111190 FSA Payable Invoice December 2025 12/31/2025	FSA and HRA Reimbursements	\$712.42
Cash Payment	G 001-2110370 Accr HRA Invoice December 2025 12/31/2025	FSA and HRA Reimbursements	\$949.57
Transaction Date	12/31/2025	Town Bank 1110300	<b>Total</b> \$1,661.99
Refer	13814 GLOBAL PAYMENTS	Ck# 006437E 12/2/2025	
Cash Payment	E 001-5524901 credit card fees Invoice December 2025 12/2/2025	Recreation Credit Card Fees	\$280.04
Transaction Date	12/2/2025	Town Bank 1110300	<b>Total</b> \$280.04
Refer	13815 GREAT AMERICA FINANCIAL SRV	Ck# 006436E 12/24/2025	
Cash Payment	E 001-5143326 Village wide copy equip Invoice 40661775 12/24/2025	GG Copier Lease	\$145.00
Cash Payment	E 001-5143326 Village wide copy equip Invoice 40661775 12/24/2025	GG Copies	\$439.14
Transaction Date	12/24/2025	Town Bank 1110300	<b>Total</b> \$584.14
Refer	13816 PITNEY BOWES CREDIT	Ck# 006438E 12/31/2025	
Cash Payment	E 001-5193200 GG Print/Publish/Postage Invoice December 2025 12/31/2025	Postage	\$1,001.00
Transaction Date	12/31/2025	Town Bank 1110300	<b>Total</b> \$1,001.00
Refer	13817 SUN LIFE FINANCIAL	Ck# 006439E 12/31/2025	
Cash Payment	E 001-5142040 Administration-st disability Invoice December 2025 12/31/2025	Disability- Short & Long Term	\$196.00
Cash Payment	E 001-5142025 GG-disability insurance Invoice December 2025 12/31/2025	Disability- Short & Long Term	\$57.20
Cash Payment	E 001-5202025 Dispatch-disabilitiy insuranc Invoice December 2025 12/31/2025	Disability- Short & Long Term	\$46.20
Cash Payment	E 001-5212025 Police Disability Invoice December 2025 12/31/2025	Disability- Short & Long Term	\$163.46
Cash Payment	E 001-5412025 DPW Disability Insurance Invoice December 2025 12/31/2025	Disability- Short & Long Term	\$48.40
Cash Payment	E 001-5612025 Forestry Disability Invoice December 2025 12/31/2025	Disability- Short & Long Term	\$6.60
Cash Payment	E 001-5522025 Recreation-Disability insur Invoice December 2025 12/31/2025	Disability- Short & Long Term	\$8.80

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

Cash Payment	E 006-5512025 Library Disability Insurance	Disability- Short & Long Term		\$22.00
Invoice	December 2025	12/31/2025		
Transaction Date	12/31/2025	Town Bank	1110300	<b>Total</b> \$548.66
Refer	13818 UNITED HEALTH CARE OF WI	Ck# 006440E	12/31/2025	
Cash Payment	E 001-5142015 GG Health/Dental Insuranc	Monthly Health Insurance Pymt		\$12,572.50
Invoice	December 2025	12/31/2025		
Cash Payment	E 001-5202015 Dispatch Health/dental Ins	Monthly Health Insurance Pymt		\$6,877.86
Invoice	December 2025	12/31/2025		
Cash Payment	E 001-5212015 Police Health Insurance	Monthly Health Insurance Pymt		\$31,727.01
Invoice	December 2025	12/31/2025		
Cash Payment	E 001-5412015 DPW Health/dental insuran	Monthly Health Insurance Pymt		\$12,202.72
Invoice	December 2025	12/31/2025		
Cash Payment	E 001-5612015 Forestry- Health	Monthly Health Insurance Pymt		\$1,922.85
Invoice	December 2025	12/31/2025		
Cash Payment	E 006-5512015 Library health/dental insura	Monthly Health Insurance Pymt		\$739.55
Invoice	December 2025	12/31/2025		
Cash Payment	E 001-5522015 Recreation health/dental in	Monthly Health Insurance Pymt		\$739.55
Invoice	December 2025	12/31/2025		
Transaction Date	12/31/2025	Town Bank	1110300	<b>Total</b> \$66,782.04
Refer	13819 WE ENERGIES	Ck# 006441E	12/31/2025	
Cash Payment	E 001-5173100 GG utilities	Monthly Gas & Electric		\$5,772.73
Invoice	December 2025	12/31/2025		
Cash Payment	E 001-5413010 PW Utilities	Monthly Gas & Electric		\$1,381.27
Invoice	December 2025	12/31/2025		
Cash Payment	E 001-5423120 StreetLights-electric	Monthly Gas & Electric		\$1,235.37
Invoice	December 2025	12/31/2025		
Cash Payment	E 001-5523120 Recreation Electric	Monthly Gas & Electric		\$554.75
Invoice	December 2025	12/31/2025		
Cash Payment	E 001-5523110 Recreation-Heating	Monthly Gas & Electric		\$0.00
Invoice	December 2025	12/31/2025		
Cash Payment	E 002-3233000 Sewer Electric & Verizon	Monthly Gas & Electric		\$176.83
Invoice	December 2025	12/31/2025		
Transaction Date	12/31/2025	Town Bank	1110300	<b>Total</b> \$9,120.95
Refer	13823 WI DEPT OF REVENUE 3028	Ck# 006444E	12/18/2025	
Cash Payment	E 001-5143099 GG- miscellaneous exp	BUSINESS TAX REGISTRATION RENEWAL		\$10.00
Invoice	L1659836848 -25	12/18/2025		
Transaction Date	12/31/2025	Town Bank	1110300	<b>Total</b> \$10.00
Refer	13820 WI DEPT OF REVENUE 8910	Ck# 006442E	12/31/2025	
Cash Payment	G 001-2110900 Sales Tax, Accrued	Monthly Sales Tax		\$149.35
Invoice	December 2025	12/31/2025		
Cash Payment	R 001-4419000 GG Misc Revenue	Monthly Sales Tax		-\$10.00
Invoice	December 2025	12/31/2025		
Transaction Date	12/31/2025	Town Bank	1110300	<b>Total</b> \$139.35
Refer	13821 WI RETIREMENT SYSTEM	Ck# 006443E	12/31/2025	
Cash Payment	G 001-2110510 Accr Monthly WRS liability	Monthly WRS Payment		\$56,703.67
Invoice	Decemember 2025	12/31/2025		
Transaction Date	12/31/2025	Town Bank	1110300	<b>Total</b> \$56,703.67

**VILLAGE OF ELM GROVE**  
**Payments**

Current Period: DECEMBER 2025

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Fund Summary

	1110300 Town Bank	
001 General Fund		\$140,176.73
002 Sewer Fund		\$176.83
006 Library Operating Fund		\$761.55
		<hr/>
		\$141,115.11

Pre-Written Checks	\$141,115.11
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$141,115.11

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

Payment Batch DEC CC

\$15,837.08

Refer	13621 <u>ALCOPRO</u>	Ck# 009769	1/14/2026		
Cash Payment	E 001-5213215 Police-Other Equip maint	PBT TUBES			\$82.18
Invoice	11/13/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$82.18
Refer	13593 <u>AMAZON</u>	Ck# 009770	1/14/2026		
Cash Payment	E 001-5143099 GG- miscellaneous exp	REFUND FOR OWL POWER CABLES			-\$18.76
Invoice	11/11/2025				
Cash Payment	E 001-5193100 GG office supplies	MOUSEPAD FOR REC			\$10.49
Invoice	11/11/2025				
Cash Payment	E 001-5193100 GG office supplies	NOTEBOOKS			\$61.17
Invoice	11/14/2025				
Cash Payment	E 001-5193100 GG office supplies	PAPER / BADGE CLIPS			\$107.62
Invoice	11/24/2025				
Cash Payment	E 001-5193100 GG office supplies	BADGE HOLDERS / GLUE STICKS			\$37.84
Invoice	12/1/2025				
Cash Payment	E 007-5971000 5 Yr Capital New Equipme	MATERIALS FOR GG TVS			\$340.85
Invoice	12/8/2025				
Cash Payment	E 001-5143330 Computer Maintenance	HARDDRIVE FOR BUILDING INSPECTOR ADMIN ASST			\$47.97
Invoice	12/9/2025				
Cash Payment	E 009-5990500 Fire	WELDING GLOVES			\$109.14
Invoice	11/27/2025				
Cash Payment	E 001-5233200 Fire Truck Maintenance	STROBE LIGHT REPLACEMENT			\$173.98
Invoice	11/23/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$870.30
Refer	13629 <u>APPOINTMENT QUEST</u>	Ck# 009771	1/14/2026		
Cash Payment	E 001-5143335 Assessor Services	scheduling software- monthly			\$45.00
Invoice	12/1/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$45.00
Refer	13602 <u>BARCO PRODUCTS</u>	Ck# 009773	1/14/2026		
Cash Payment	E 001-5523198 Building/Grounds Mainena	TRASH CANS FOR PARK			\$1,309.89
Invoice 120125	11/11/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$1,309.89
Refer	13591 <u>BEST BUY</u>	Ck# 009774	1/14/2026		
Cash Payment	E 001-5143330 Computer Maintenance	CORDS			\$10.49
Invoice	11/11/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$10.49
Refer	13636 <u>BOUND TREE MEDICAL LLC</u>	Ck# 009776	1/14/2026		
Cash Payment	E 008-5223230 Ambo Medical Supplies	MEDICAL SUPPLIES			\$70.44
Invoice	11/11/2025				
Cash Payment	E 008-5223230 Ambo Medical Supplies	MEDICAL SUPPLIES			\$416.04
Invoice	11/12/2025				
Cash Payment	E 008-5223230 Ambo Medical Supplies	MEDICAL SUPPLIES			\$167.98
Invoice	11/18/2025				
Cash Payment	E 008-5223230 Ambo Medical Supplies	MEDICAL SUPPLIES			\$872.08
Invoice	12/2/2025				

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

Cash Payment	E 008-5223230 Ambo Medical Supplies	MEDICAL SUPPLIES		\$5.78
Invoice	12/3/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$1,532.32
Refer	13617 BP	Ck# 009777	1/14/2026	
Cash Payment	E 001-5143099 GG- miscellaneous exp	B. Naylor Accidental CC Use. Reimbursed on		\$28.00
Invoice	12/4/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$28.00
Refer	13639 BUELL AIR HORNS	Ck# 009778	1/14/2026	
Cash Payment	E 008-5223200 Ambo Maintenance	AIR HORN		\$504.83
Invoice	12/8/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$504.83
Refer	13598 CONSTANT CONTACT	Ck# 009779	1/14/2026	
Cash Payment	E 001-5193699 Community Relations	NEWSLETTER MONTHLY		\$61.95
Invoice	12/9/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$61.95
Refer	13604 COSTCO	Ck# 009780	1/14/2026	
Cash Payment	E 001-5143099 GG- miscellaneous exp	GG MEETING SNACKS		\$27.96
Invoice	11/18/2025			
Cash Payment	E 001-5143099 GG- miscellaneous exp	HOLIDAY PARTY SUPPLIES		\$47.01
Invoice	11/21/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$74.97
Refer	13614 COUSINS SUBS	Ck# 009781	1/14/2026	
Cash Payment	E 001-5233530 Fire Training & Travel	TRAVEL MEAL		\$28.75
Invoice	11/25/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$28.75
Refer	13624 CREATIVE PRODUCT SOURCE	Ck# 009782	1/14/2026	
Cash Payment	E 001-5213540 Police Crime Prevention	DARE T-SHIRTS		\$431.06
Invoice	12/9/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$431.06
Refer	13628 CREXI	Ck# 009783	1/14/2026	
Cash Payment	E 001-5143335 Assessor Services	MONTHLY SERVICE		\$472.50
Invoice	11/14/2025			
Cash Payment	E 001-5143335 Assessor Services	MONTHLY SERVICE		\$472.50
Invoice	12/5/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$945.00
Refer	13631 DOLLAR TREE STORES	Ck# 009785	1/14/2026	
Cash Payment	E 001-5143099 GG- miscellaneous exp	HOLIDAY PARTY SUPPLIES		\$25.08
Invoice	11/20/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$25.08
Refer	13609 DOMINOS PIZZA	Ck# 009786	1/14/2026	
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL		\$60.59
Invoice	11/11/2025			
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL		\$26.56
Invoice	11/11/2025			

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL		\$58.45
Invoice	11/11/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$145.60
Refer	13635 EBAY	Ck# 009787	1/14/2026	
Cash Payment	E 008-5223200 Ambo Maintenance	federal signal rumbler		\$127.05
Invoice	11/18/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$127.05
Refer	13637 elliot	Ck# 009788	1/14/2026	
Cash Payment	E 008-5223290 Ambo Misc	FASTENERS / CARABINER		\$20.74
Invoice	11/19/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$20.74
Refer	13600 FEDEX	Ck# 009789	1/14/2026	
Cash Payment	E 001-5213425 Police-Recruitment	TESTING SHIPPING		\$31.90
Invoice	12/1/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$31.90
Refer	13632 FIVE BELOW	Ck# 009790	1/14/2026	
Cash Payment	E 001-5143099 GG- miscellaneous exp	HOLIDAY PARTY SUPPLIES		\$45.15
Invoice	11/20/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$45.15
Refer	13597 GRAND APPLIANCE	Ck# 009791	1/14/2026	
Cash Payment	E 001-5143099 GG- miscellaneous exp	GG REFRIGERATOR		\$502.95
Invoice	12/4/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$502.95
Refer	13607 HOME DEPOT	Ck# 009793	1/14/2026	
Cash Payment	E 009-5990700 Recreation	POOL HOUSE FRIDGE		\$731.50
Invoice	12/8/2025			
Cash Payment	E 009-5990500 Fire	MILWAUKEE TOO CHAINSAW KIT		\$1,198.00
Invoice	11/29/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$1,929.50
Refer	13626 KAESTNER AUTO ELECTRIC CO.	Ck# 009794	1/14/2026	
Cash Payment	E 001-5413210 PW equip maint & supplies	SALTER CONNECTOR		\$103.22
Invoice	11/10/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$103.22
Refer	13605 KALAHARI RESORT	Ck# 009795	1/14/2026	
Cash Payment	E 001-5524910 Rec training	IN WPRA HOTEL STAY		\$125.00
Invoice	11/18/2025			
Cash Payment	E 001-5524910 Rec training	REFUND TO DIFFERENT CARD FOR IN WPRA HOTEL STAY		-\$125.00
Invoice	12/4/2025			
Cash Payment	E 001-5524910 Rec training	IN WPRA HOTEL STAY		\$125.00
Invoice	12/4/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b> \$125.00
Refer	13630 LANDS END	Ck# 009796	1/14/2026	
Cash Payment	E 001-5143099 GG- miscellaneous exp	VILLAGE LOGO / LE STORE		\$29.00
Invoice	11/18/2025			

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$29.00
Refer	13620 <u>LOWES HOME CENTERS INC</u>	<u>Ck# 009797</u>	<u>1/14/2026</u>		
Cash Payment	E 001-5173200 GG Bldg maintenance	IT OFFICE			\$179.84
Invoice	12/9/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$179.84
Refer	13610 <u>MENARDS - WAUKESHA</u>	<u>Ck# 009798</u>	<u>1/14/2026</u>		
Cash Payment	E 001-5173300 Building Supplies	OUTLET/DOWNSPOUTS/WHITE GUTTER			\$71.83
Invoice	11/12/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$71.83
Refer	13615 <u>METRO MARKET</u>	<u>Ck# 009799</u>	<u>1/14/2026</u>		
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$53.76
Invoice	11/25/2025				
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			-\$4.47
Invoice	12/8/2025				
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$36.48
Invoice	12/8/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$85.77
Refer	13611 <u>NAPA NEW BERLIN</u>	<u>Ck# 009800</u>	<u>1/14/2026</u>		
Cash Payment	E 001-5413210 PW equip maint & supplies	FUSE			\$12.98
Invoice	12/4/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$12.98
Refer	13622 <u>NATIONAL ACADEMY OF EMD</u>	<u>Ck# 009801</u>	<u>1/14/2026</u>		
Cash Payment	E 001-5203420 Dispatch-school/seminar	EMT RECERT GASSE			\$55.00
Invoice	11/14/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$55.00
Refer	13640 <u>NFPA</u>	<u>Ck# 009803</u>	<u>1/14/2026</u>		
Cash Payment	E 001-5233500 Fire Dues & Subscriptions	ANNUAL MEMBERSHIP			\$225.00
Invoice	12/1/2025				
Cash Payment	E 001-5233500 Fire Dues & Subscriptions	ANNUAL MEMBERSHIP			-\$225.00
Invoice	12/1/2025				
Cash Payment	E 001-5233500 Fire Dues & Subscriptions	ANNUAL MEMBERSHIP			\$178.49
Invoice	12/1/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$178.49
Refer	13627 <u>NORTHERN TOOL AND EQUIPMEN</u>	<u>Ck# 009804</u>	<u>1/14/2026</u>		
Cash Payment	E 001-5413199 PW Bldg & grounds mainte	UNION FITTING			\$18.98
Invoice	12/1/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$18.98
Refer	13619 <u>PICK AND SAVE</u>	<u>Ck# 009805</u>	<u>1/14/2026</u>		
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$121.68
Invoice	12/9/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	\$121.68
Refer	13613 <u>RIDEL SPORTS INC</u>	<u>Ck# 009806</u>	<u>1/14/2026</u>		
Cash Payment	E 001-5233300 Fire Uniforms and Clothing	UNIFORMS			\$873.20
Invoice	11/19/2025				
Cash Payment	G 001-3260450 FB-Fire Drill Funds	UNIFORMS			\$107.75
Invoice	11/19/2025				

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$980.95</b>
Refer	13595 <u>RING CENTRAL</u>	Ck# 009807	1/14/2026		
Cash Payment	E 001-5523100 Recreation -Telephone	monthly fee			\$44.33
Invoice	120125	12/1/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$44.33</b>
Refer	13596 <u>SAMS CLUB</u>	Ck# 009808	1/14/2026		
Cash Payment	E 007-5971000 5 Yr Capital New Equipme	TVS FOR GG			\$1,239.95
Invoice		12/2/2025			
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$38.87
Invoice		11/10/2025			
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$76.38
Invoice		11/25/2025			
Cash Payment	E 001-5423220 PW MISC	DPW PARTY SUPPLIES			\$253.97
Invoice		11/12/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$1,609.17</b>
Refer	13638 <u>SENDIKS</u>	Ck# 009809	1/14/2026		
Cash Payment	E 001-5423220 PW MISC	DPW PARTY SUPPLIES			\$9.29
Invoice		11/12/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$9.29</b>
Refer	13592 <u>SPECTRUM - BOX 6030</u>	Ck# 009810	1/14/2026		
Cash Payment	E 001-5143331 Internet Expense	monthly internet fee			\$130.00
Invoice	120125	11/17/2025			
Cash Payment	E 001-5173100 GG utilities	monthly internet fee			\$360.00
Invoice	120125	11/17/2025			
Cash Payment	E 001-5413000 Telephone,alarms PW	monthly internet fee			\$69.99
Invoice	120125	12/1/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$559.99</b>
Refer	13599 <u>SYMBOL ARTS</u>	Ck# 009812	1/14/2026		
Cash Payment	E 001-5213505 Police-Office Supplies	1 Detective badge			\$137.50
Invoice		11/25/2025			
Cash Payment	E 001-5213505 Police-Office Supplies	2 DETECTIVE BADGES			\$270.00
Invoice		12/3/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$407.50</b>
Refer	13608 <u>TARGET</u>	Ck# 009813	1/14/2026		
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$16.56
Invoice		11/18/2025			
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$23.92
Invoice		11/11/2025			
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$1.98
Invoice		11/11/2025			
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$43.63
Invoice		12/9/2025			
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$86.09</b>
Refer	13641 <u>TRADER JOES</u>	Ck# 009814	1/14/2026		
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$18.85
Invoice		11/25/2025			

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$18.85</b>
Refer	13623 TVRP	Ck# 009815	1/14/2026		
Cash Payment	E 001-5124399 Court Miscellaneous	PLATE SUSPENSIONS			\$6.12
Invoice	11/18/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$6.12</b>
Refer	13594 VERIZON	Ck# 009817	1/14/2026		
Cash Payment	E 001-5203315 ProPhoenix /TIME	police MDC data plan			\$547.28
Invoice	120125 12/1/2025				
Cash Payment	E 001-5203310 Dispatch Comm-Telephon	police phones			\$425.97
Invoice	120125 12/1/2025				
Cash Payment	E 001-5413000 Telephone,alarms PW	DPW phones			\$217.94
Invoice	120125 12/1/2025				
Cash Payment	E 001-5173100 GG utilities	GG phones			\$244.69
Invoice	120125 12/1/2025				
Cash Payment	E 001-5233400 Fire Communications	fire phones			\$20.21
Invoice	120125 12/1/2025				
Cash Payment	E 001-5523100 Recreation -Telephone	recr-pool data			\$60.99
Invoice	120125 12/1/2025				
Cash Payment	E 008-5223400 EMS Communications	EMS phone			\$83.90
Invoice	120125 12/1/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$1,600.98</b>
Refer	13634 WALMART	Ck# 009819	1/14/2026		
Cash Payment	E 001-5143099 GG- miscellaneous exp	HOLIDAY PARTY SUPPLIES			\$60.84
Invoice	12/9/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$60.84</b>
Refer	13612 WHITLOW S SECURITY SPECIALIS	Ck# 009820	1/14/2026		
Cash Payment	E 001-5213350 PD - Bldg Security	LOCK FOR EMS/FD LOCKER ROOM			\$556.25
Invoice	11/19/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$556.25</b>
Refer	13601 WI CHIEFS OF POLICE ASSOC INC	Ck# 009821	1/14/2026		
Cash Payment	E 001-5213400 Police Dues/Publications	ANNUAL MEMBERSHIP - HENNEN			\$150.00
Invoice	12/1/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$150.00</b>
Refer	13625 WI CITY COUNTY MANAGE	Ck# 009822	1/14/2026		
Cash Payment	E 001-5143000 GG Training/Dues	ANNUAL DUES			\$123.60
Invoice	12/2/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$123.60</b>
Refer	13606 WI DEPT OF FINANCIAL	Ck# 006432E	1/13/2026		
Cash Payment	E 001-5143099 GG- miscellaneous exp	REFUND NOTARY CHARGE			-\$20.00
Invoice	11/21/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>-\$20.00</b>
Refer	13633 WI DEPT OF JUSTICE CIB 93136	Ck# 009823	1/14/2026		
Cash Payment	E 001-5143099 GG- miscellaneous exp	NOVEMBER BACKGROUND CHECKS			\$21.00
Invoice	11/26/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$21.00</b>
Refer	13603 WI PARK & RECREATION ASSOC	Ck# 006431E	1/13/2026		

**VILLAGE OF ELM GROVE**  
**Payments**

Current Period: DECEMBER 2025

<b>Cash Payment</b>	E 001-5524910 Rec training	REFUND FOR L.K. CONF			<b>-\$459.00</b>
Invoice	11/17/2025				
<b>Cash Payment</b>	E 001-5524910 Rec training	I.N. CONF FEE			<b>\$300.00</b>
Invoice	11/17/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>-\$159.00</b>
Refer	13618 WI STATE FIRE INSPECTORS ASS Ck# 009825 1/14/2026				
<b>Cash Payment</b>	E 001-5233500 Fire Dues & Subscriptions	TRANING DUES			<b>\$46.62</b>
Invoice	12/9/2025				
Transaction Date	1/7/2026	Town Bank	1110300	<b>Total</b>	<b>\$46.62</b>

**Fund Summary**

	1110300 Town Bank
001 General Fund	\$9,948.80
007 5 Year Capital Fund	\$1,580.80
008 Emergency Medical Service	\$2,268.84
009 Donation Fund	\$2,038.64
	\$15,837.08

Pre-Written Checks	\$15,837.08
Checks to be Generated by the Computer	\$0.00
Total	\$15,837.08

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

**Payments Batch 2025-12 CC POST(Jan) \$12,352.41**

Refer 13691 *AE GRAPHICS INC* -  
**Cash Payment** E 001-5193200 GG Print/Publish/Postage BLUEPRINTS \$41.70  
 Invoice 120125 12/22/2025  
 Transaction Date 1/19/2026 Town Bank 1110300 **Total** \$41.70

Refer 13679 *AMAZON* -  
**Cash Payment** E 001-5124399 Court Miscellaneous COMPUTER MONITOR \$144.98  
 Invoice 120125 12/10/2025  
**Cash Payment** E 001-5124399 Court Miscellaneous N95 PROCESSOR \$149.99  
 Invoice 120125 12/19/2025  
**Cash Payment** E 007-5971000 5 Yr Capital New Equipme MEETING OWL AND TRIPOD \$2,048.05  
 Invoice 120125 12/19/2025  
**Cash Payment** E 001-5193100 GG office supplies STICKY NOTES \$15.98  
 Invoice 120125 12/28/2025  
**Cash Payment** E 008-5223290 Ambo Misc EMS FILING CABINET \$370.27  
 Invoice 120125 12/29/2025  
**Cash Payment** E 001-5193100 GG office supplies LIB & PD PLAQUE \$32.22  
 Invoice 120125 12/16/2025  
**Cash Payment** E 001-5233200 Fire Truck Maintenance TRUCK MAINTENANCE **-\$173.98**  
 Invoice 120125 12/16/2025  
**Cash Payment** E 001-5173300 Building Supplies CLEANING SUPPLIES \$81.51  
 Invoice 120125 12/20/2025  
**Cash Payment** E 001-5233530 Fire Training & Travel WCTC BOOKS TRAINING \$119.95  
 Invoice 120125 12/31/2025  
**Cash Payment** E 001-5213105 Police-Uniforms-New/Repl PRICE WHEEL \$68.39  
 Invoice 120125 12/14/2025  
**Cash Payment** E 001-5213505 Police-Office Supplies OFFICE SUPPLIES \$98.66  
 Invoice 120125 12/15/2025  
**Cash Payment** E 001-5413199 PW Bldg & grounds maint GARAGE DOOR OPENER SWITCH \$36.97  
 Invoice 120125 12/16/2025  
**Cash Payment** E 001-5413199 PW Bldg & grounds maint WALL MOUNT HOOK \$23.98  
 Invoice 120125 12/20/2025  
**Cash Payment** E 001-5413199 PW Bldg & grounds maint GARAGE DOOR SEAL \$31.34  
 Invoice 120125 12/20/2025  
**Cash Payment** E 001-5413199 PW Bldg & grounds maint RIBBON CARTRIDGE \$158.99  
 Invoice 120125 12/21/2025  
 Transaction Date 1/19/2026 Town Bank 1110300 **Total** \$3,207.30

Refer 13694 *BLACK OUT WINDOW SERVICE* -  
**Cash Payment** E 001-5213210 Police-vehicle repair/maint CHIEFS SQUAD \$125.00  
 Invoice 120125 12/12/2025  
 Transaction Date 1/19/2026 Town Bank 1110300 **Total** \$125.00

Refer 13692 *DELTA FIRE SAFETY* -  
**Cash Payment** R 009-4851500 Donation - Fire THERMAL IMAGING \$3,674.00  
 Invoice 120125 12/29/2025  
**Cash Payment** R 009-4851500 Donation - Fire THERMAL IMAGING **-\$3,674.00**  
 Invoice 010126 1/9/2026  
 Transaction Date 1/19/2026 Town Bank 1110300 **Total** \$0.00

Refer 13693 *DOMINOS PIZZA* -  
**Cash Payment** G 001-3260450 FB-Fire Drill Funds DRILL \$46.76  
 Invoice 120125 12/30/2025

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## Payments

Current Period: DECEMBER 2025

Transaction Date	1/19/2026	Town Bank	1110300	<b>Total</b>	<b>\$46.76</b>
Refer	13705 <i>GEIGER AWARDS</i>	-			
Cash Payment	E 001-5213599 Police- Miscellaneous	RETIREMENT PLAQUE - MAYER			\$120.00
Invoice	120125 12/16/2025				
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$120.00</b>
Refer	13685 <i>GLASS NICKEL PIZZA CO</i>	-			
Cash Payment	E 001-5213599 Police- Miscellaneous	STAFF LUNCHEON			\$154.00
Invoice	120125 12/31/2025				
Transaction Date	1/19/2026	Town Bank	1110300	<b>Total</b>	<b>\$154.00</b>
Refer	13686 <i>HOME DEPOT</i>	-			
Cash Payment	G 009-3260300 FB-Recreation	DRINKS FRIDGE			\$1,118.00
Invoice	120125 12/10/2025				
Cash Payment	E 001-5173200 GG Bldg maintenance	MAINTENANCE SUPPLIES			\$12.73
Invoice	120125 12/18/2025				
Transaction Date	1/19/2026	Town Bank	1110300	<b>Total</b>	<b>\$1,130.73</b>
Refer	13702 <i>KAESTNER AUTO ELECTRIC CO.</i>	-			
Cash Payment	E 001-5413210 PW equip maint & supplie	STROBE LIGHTS / WORE CONNECTORS			\$246.00
Invoice	505122 12/18/2025				
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$246.00</b>
Refer	13700 <i>KM SPORTS</i>	-			
Cash Payment	E 008-5223520 EMS Training	ANHALT EMT CLASS UNIFORMS			\$61.95
Invoice	120125 12/28/2025				
Transaction Date	1/19/2026	Town Bank	1110300	<b>Total</b>	<b>\$61.95</b>
Refer	13689 <i>LINEGEAR FIRE &amp; RESCUE</i>	-			
Cash Payment	E 007-5970300 5 yr Capital Fire	GEAR CAPITAL			\$438.11
Invoice	120125 12/19/2025				
Transaction Date	1/19/2026	Town Bank	1110300	<b>Total</b>	<b>\$438.11</b>
Refer	13696 <i>LIVESANS</i>	-			
Cash Payment	E 001-5203510 Dispatch- office equipmen	AIR FILTER			\$251.98
Invoice	120125 12/10/2025				
Transaction Date	1/19/2026	Town Bank	1110300	<b>Total</b>	<b>\$251.98</b>
Refer	13683 <i>MAMAS ITALIAN CUISINE</i>	-			
Cash Payment	E 001-5143099 GG- miscellaneous exp	HOLIDAY LUNCHEON			\$1,162.55
Invoice	120125				
Transaction Date	1/19/2026	Town Bank	1110300	<b>Total</b>	<b>\$1,162.55</b>
Refer	13703 <i>NAPA NEW BERLIN</i>	-			
Cash Payment	E 001-5413210 PW equip maint & supplie	LED SEALED BEAM			\$254.38
Invoice	120125 12/30/2025				
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$254.38</b>
Refer	13684 <i>NATIONAL BAKERY</i>	-			
Cash Payment	E 001-5213599 Police- Miscellaneous	MEETING SNACKS			\$23.28
Invoice	120125 12/18/2025				
Cash Payment	E 001-5213599 Police- Miscellaneous	RETIREMENT CAKE			\$67.53
Invoice	120125 12/18/2025				
Transaction Date	1/19/2026	Town Bank	1110300	<b>Total</b>	<b>\$90.81</b>
Refer	13688 <i>OREILLY</i>	-			

## VILLAGE OF ELM GROVE

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## Payments

Current Period: DECEMBER 2025

Cash Payment	E 001-5233200	Fire Truck Maintenance	TRUCK MAINTENANCE		\$47.22
Invoice	120125	12/13/2025			
Transaction Date	1/19/2026		Town Bank	1110300	<b>Total</b> \$47.22
Refer	13701	PETERSEN INDUSTRIES	-		
Cash Payment	E 001-5413210	PW equip maint & supplie	HYDRAULICS		\$743.47
Invoice	120125	12/11/2025			
Transaction Date	1/19/2026		Town Bank	1110300	<b>Total</b> \$743.47
Refer	13687	RIEDEL SPORTS INC	-		
Cash Payment	E 001-5233300	Fire Uniforms and Clothin	CLOTHING		\$63.95
Invoice	120125	12/12/2025			
Transaction Date	1/19/2026		Town Bank	1110300	<b>Total</b> \$63.95
Refer	13690	SAMS CLUB	-		
Cash Payment	G 001-3260450	FB-Fire Drill Funds	DRILL		\$95.66
Invoice	120125	12/22/2025			
Transaction Date	1/19/2026		Town Bank	1110300	<b>Total</b> \$95.66
Refer	13681	SPECTRUM - BOX 6030	-		
Cash Payment	E 001-5413000	Telephone,alarms PW	MONTHLY SUBSCRIPTION		\$69.99
Invoice	12012025	12/30/2025			
Cash Payment	E 001-5203325	911 Annual Maintenance	MONTHLY SUBSCRIPTION		\$525.21
Invoice	12012025	12/30/2025			
Cash Payment	E 001-5143331	Internet Expense	MONTHLY SUBSCRIPTION		\$260.00
Invoice	12012025	12/30/2025			
Cash Payment	E 001-5173100	GG utilities	MONTHLY SUBSCRIPTION		\$720.00
Invoice	12012025	12/30/2025			
Cash Payment	E 001-5173100	GG utilities	MONTHLY SUBSCRIPTION		\$82.42
Invoice	12012025	12/30/2025			
Transaction Date	1/19/2026		Town Bank	1110300	<b>Total</b> \$1,657.62
Refer	13699	TVRP	-		
Cash Payment	E 001-5124399	Court Miscellaneous	COURT SUSPENSIONS		\$6.12
Invoice	120125	12/23/2025			
Transaction Date	1/19/2026		Town Bank	1110300	<b>Total</b> \$6.12
Refer	13680	VERIZON	-		
Cash Payment	E 001-5203315	ProPhoenix /TIME	police MDC data plan		\$547.28
Invoice	12012025	12/30/2025			
Cash Payment	E 001-5203310	Dispatch Comm-Telephon	police phones		\$425.97
Invoice	12012025	12/30/2025			
Cash Payment	E 001-5413000	Telephone,alarms PW	DPW phones		\$217.94
Invoice	12012025	12/30/2025			
Cash Payment	E 001-5173100	GG utilities	GG phones		\$244.69
Invoice	12012025	12/30/2025			
Cash Payment	E 001-5233400	Fire Communications	fire phones		\$20.21
Invoice	12012025	12/30/2025			
Cash Payment	E 001-5523100	Recreation -Telephone	recr-pool data		\$60.99
Invoice	12012025	12/30/2025			
Cash Payment	E 008-5223400	EMS Communications	EMS phone		\$83.90
Invoice	12012025	12/30/2025			
Transaction Date	1/19/2026		Town Bank	1110300	<b>Total</b> \$1,600.98
Refer	13698	VIEWPOINT LLC	-		

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

Cash Payment	E 008-5223520	EMS Training	EMT BOOKS		\$103.00
Invoice	120125	12/19/2025			
Transaction Date	1/19/2026		Town Bank	1110300	<b>Total</b> \$103.00
Refer	13697 WAUKESHA CO TECH COLLEGE				
Cash Payment	E 008-5223520	EMS Training	EMT BOOKS		\$266.69
Invoice	120125	12/18/2025			
Transaction Date	1/19/2026		Town Bank	1110300	<b>Total</b> \$266.69
Refer	13695 WI CHIEFS OF POLICE ASSOC INC				
Cash Payment	E 001-5203420	Dispatch-school/seminar	DUES		\$100.00
Invoice	120125	12/9/2025			
Cash Payment	E 001-5213400	Police Dues/Publications	DUES - UNGER		\$100.00
Invoice	120125	12/11/2025			
Transaction Date	1/19/2026		Town Bank	1110300	<b>Total</b> \$200.00
Refer	13682 WI COUNTY MANAGER ASSOCIATI				
Cash Payment	E 001-5143000	GG Training/Dues	ANNUAL WCMA MEMBERSHIP - HARRIGAN		\$229.43
Invoice	120125	12/18/2025			
Transaction Date	1/19/2026		Town Bank	1110300	<b>Total</b> \$229.43
Refer	13704 WI DEPT OF JUSTICE CIB 93136				
Cash Payment	E 001-5143099	GG- miscellaneous exp	DOJ BACKGROUND CHECKS		\$7.00
Invoice	120125	12/31/2025			
Transaction Date	1/20/2026		Town Bank	1110300	<b>Total</b> \$7.00

Fund Summary

	1110300	Town Bank
001 General Fund		\$7,862.44
007 5 Year Capital Fund		\$2,486.16
008 Emergency Medical Service		\$885.81
009 Donation Fund		\$1,118.00
		<u>\$12,352.41</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$12,352.41
<b>Total</b>	<b>\$12,352.41</b>

VILLAGE OF ELM GROVE

Payments

Current Period: JANUARY 2026

Payments Batch 2026-01 JAN CC \$4,692.48

Refer	13711 AMAZON			-	
Cash Payment	E 001-5193100	GG office supplies	Christmas Tree Bag, New Filing Folders		\$111.24
Invoice	010126	1/4/2026			
Cash Payment	E 001-5413210	PW equip maint & supplie	Air filter, snow plow blade marker		\$124.56
Invoice	010126	1/7/2026			
Cash Payment	E 001-5413210	PW equip maint & supplie	Plasma cutter air diffuser		\$31.10
Invoice	010126	1/8/2026			
Cash Payment	E 001-5413210	PW equip maint & supplie	Bic wite-out		\$24.46
Invoice	010126	1/8/2026			
Cash Payment	E 001-5413210	PW equip maint & supplie	fairmount Torch assembly		\$391.04
Invoice	010126	1/8/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$682.40</b>

Refer	13720 APPOINTMENT QUEST			-	
Cash Payment	E 001-5143335	Assessor Services	scheduling software- monthly		\$45.00
Invoice	010126	1/1/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$45.00</b>

Refer	13708 BEST BUY			-	
Cash Payment	E 001-5143330	Computer Maintenance	Micro USB for Owl camera (3 Pack varying sizes)		\$20.11
Invoice	010126	1/5/2026			
Cash Payment	E 008-5223290	Ambo Misc	patient record iPads		\$43.02
Invoice	010126	1/6/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$63.13</b>

Refer	13724 BOUND TREE MEDICAL LLC			-	
Cash Payment	E 008-5223230	Ambo Medical Supplies	MEDICAL SUPPLIES		\$562.20
Invoice	010126	1/6/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$562.20</b>

Refer	13713 CONSTANT CONTACT			-	
Cash Payment	E 001-5193699	Community Relations	MONTHLY SUBSCRIPTION		\$61.95
Invoice	010126	1/8/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$61.95</b>

Refer	13723 CRIMEDEX			-	
Cash Payment	E 001-5213555	PD Investigation Supplies	ANNUAL SUBSCRIPTION		\$79.00
Invoice	010126	1/9/2026			
Cash Payment	E 001-5213555	PD Investigation Supplies	ANNUAL SUBSCRIPTION		\$79.00
Invoice	010126	1/9/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$158.00</b>

Refer	13719 EBAY			-	
Cash Payment	E 001-5413210	PW equip maint & supplie	Oil filters (cummins) x6		\$68.50
Invoice	010126	1/7/2026			
Cash Payment	E 001-5413210	PW equip maint & supplie	Fuel watter seperator x 6		\$78.00
Invoice	010126	1/7/2026			
Cash Payment	E 001-5413210	PW equip maint & supplie	Fuel filter x6		\$80.50
Invoice	010126	1/7/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$227.00</b>

Refer	13721 FBI NATIONAL ACADEMY ASSOC			-	
Cash Payment	E 001-5213400	Police Dues/Publications	ANNUAL DUES FBI		\$135.00
Invoice	010126	1/7/2026			

## VILLAGE OF ELM GROVE

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## Payments

Current Period: JANUARY 2026

Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$135.00</b>
Refer	13712 ICMA				
Cash Payment	E 001-5143000	GG Training/Dues	-	ICMA ANNUAL MEMBERSHIP	\$825.60
Invoice	010126	1/7/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$825.60</b>
Refer	13717 LOWES HOME CENTERS INC				
Cash Payment	E 001-5173300	Building Supplies	-	WALL ANCHORS	\$8.98
Invoice	010126	1/9/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$8.98</b>
Refer	13722 MOCIC				
Cash Payment	E 001-5213555	PD Investigation Supplies	-	ANNUAL SUBSCRIPTION	\$150.00
Invoice	010126	1/8/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$150.00</b>
Refer	13714 NIU OUTREACH				
Cash Payment	E 001-5143000	GG Training/Dues	-	WCMA WINTER CONFERENCE	\$260.00
Invoice	010126	1/10/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$260.00</b>
Refer	13710 RING CENTRAL				
Cash Payment	E 001-5523100	Recreation -Telephone	-	POOL PHONE	\$44.27
Invoice	010126	1/9/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$44.27</b>
Refer	13715 SENDIKS				
Cash Payment	E 001-5213599	Police- Miscellaneous	-	Drinks - retirement event	\$34.96
Invoice	010126	1/2/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$34.96</b>
Refer	13709 UPS				
Cash Payment	E 001-5193200	GG Print/Publish/Postage	-	Shipping for KnoxBox	\$34.65
Invoice	010126	1/8/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$34.65</b>
Refer	13706 VOGLUND NURSERY				
Cash Payment	E 001-5613500	Forestry -Tree Planting	-	Mesh Tree bark protector	\$191.94
Invoice	010126	1/2/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$191.94</b>
Refer	13718 WI DEPT OF JUSTICE TRAIN 7070				
Cash Payment	E 001-5213420	Police-school/seminar/con	-	LEADERSHIP CONFERENCE - DOUGLAS	\$303.70
Invoice	010126	1/6/2026			
Cash Payment	E 001-5213420	Police-school/seminar/con	-	LEADERSHIP CONFERENCE - NOBILE	\$303.70
Invoice	010126	1/6/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$607.40</b>
Refer	13716 WI POLICE LEADERSHIP FOUNDA				
Cash Payment	E 001-5213420	Police-school/seminar/con	-	State Chiefs Conference - Hennen	\$300.00
Invoice	010126	1/7/2026			
Cash Payment	E 001-5213420	Police-school/seminar/con	-	State Chiefs Conference - UNGER	\$300.00
Invoice	010126	1/7/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$600.00</b>

VILLAGE OF ELM GROVE

Payments

Current Period: JANUARY 2026

Fund Summary

	1110300 Town Bank	
001 General Fund		\$4,087.26
008 Emergency Medical Service		\$605.22
		<hr/>
		\$4,692.48

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$4,692.48
	<hr/>
Total	\$4,692.48

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

Payments Batch 2025-12 AP Post1		\$330,355.01	
Refer	13725 AB DATA	-	
Cash Payment	E 001-5193200 GG Print/Publish/Postage	TAX BILLS	\$880.27
Invoice	216356	12/31/2025	
Transaction Date	1/20/2026	Town Bank	1110300
		<b>Total</b>	<b>\$880.27</b>
Refer	13726 AMERICAN HEART ASSOCIATION	-	
Cash Payment	E 008-5223520 EMS Training	BLS PROVIDER COURSE VIDEOS DVDS	\$116.42
Invoice	SCPR235922	11/22/2025	
Transaction Date	1/20/2026	Town Bank	1110300
		<b>Total</b>	<b>\$116.42</b>
Refer	13727 ASCENSION MEDICAL GROUP/RE	-	
Cash Payment	E 001-5143099 GG- miscellaneous exp	RECREATION MANAGER SCREENINGS	\$190.00
Invoice	426924	12/31/2025	
Transaction Date	1/20/2026	Town Bank	1110300
		<b>Total</b>	<b>\$190.00</b>
Refer	13728 BAKER TILLY VIRCHOW KRAUSE L	-	
Cash Payment	E 001-5143315 Audit/Accounting Expense	2025 AUDIT	\$1,575.00
Invoice	BT3436850	12/22/2025	
Cash Payment	E 002-3230600 Legal/audit fees	2025 AUDIT	\$262.50
Invoice	BT3436850	12/22/2025	
Cash Payment	E 005-3230600 Legal/audit fees	2025 AUDIT	\$262.50
Invoice	BT3436850	12/22/2025	
Transaction Date	1/20/2026	Town Bank	1110300
		<b>Total</b>	<b>\$2,100.00</b>
Refer	13729 BAYCOM, INC	-	
Cash Payment	E 001-5213215 Police-Other Equip maint	CAMERA REPAIR	\$435.00
Invoice	60555	12/9/2025	
Cash Payment	E 001-5233205 Fire Supplies & Maintenan	BATTERIES	\$754.20
Invoice	059816	1/9/2026	
Cash Payment	E 001-5213215 Police-Other Equip maint	PLAYBACK ISSUES REPAIR	\$290.00
Invoice	61016	12/31/2025	
Transaction Date	1/20/2026	Town Bank	1110300
		<b>Total</b>	<b>\$1,479.20</b>
Refer	13730 BROOKFIELD, CITY OF-UTILITIES	-	
Cash Payment	E 001-5413010 PW Utilities	WATER USAGE DPW FACILITY	\$122.10
Invoice	234638	12/31/2025	
Transaction Date	1/20/2026	Town Bank	1110300
		<b>Total</b>	<b>\$122.10</b>
Refer	13731 BUCKLIN TREE SERVICE	-	
Cash Payment	E 001-5443500 Brush Disposal	BRUSH GRINDING	\$4,700.00
Invoice	114233	11/1/2025	
Transaction Date	1/20/2026	Town Bank	1110300
		<b>Total</b>	<b>\$4,700.00</b>
Refer	13732 BUELOW VETTER BUIKEMA OLSO	-	
Cash Payment	E 001-5163106 Other Legal Expense	GENERAL LEGAL FEES	\$2,047.50
Invoice	120125	1/9/2026	
Transaction Date	1/20/2026	Town Bank	1110300
		<b>Total</b>	<b>\$2,047.50</b>
Refer	13733 CARRICO AQUATIC RESOURCES I	-	
Cash Payment	E 001-5524910 Rec training	CPO INSTRUCTION CERTIFICATION - NAUGHTON	\$350.00
Invoice	20258412	12/11/2025	
Transaction Date	1/20/2026	Town Bank	1110300
		<b>Total</b>	<b>\$350.00</b>
Refer	13735 CORE & MAIN	-	

VILLAGE OF ELM GROVE

Payments

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<b>Cash Payment</b>	E 002-3230400	Repair and Maintenance	ADJUSTING RINGS AND SEAL FOR SANITARY REPAIRS		<b>\$602.64</b>
Invoice	X969442			10/22/2025	
<b>Cash Payment</b>	E 002-3230400	Repair and Maintenance	ADJUSTING RINGS AND SEAL FOR SANITARY REPAIRS		<b>\$215.00</b>
Invoice	Y035654			10/31/2025	
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$817.64</b>
Refer	13736 COREY OIL		-		
<b>Cash Payment</b>	E 001-5413200	PW fuel	496.7 GAL GASOLINE		<b>\$1,090.26</b>
Invoice	410521			12/23/2025	
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$1,090.26</b>
Refer	13737 CPS		-		
<b>Cash Payment</b>	E 001-5213210	Police-vehicle repair/maint	WIPER BLADES		<b>\$75.54</b>
Invoice	41V0073804			12/30/2025	
<b>Cash Payment</b>	E 001-5413210	PW equip maint & supplie	THREADED STUD		<b>\$442.44</b>
Invoice	41V0071947			12/17/2025	
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$517.98</b>
Refer	13738 CTW CORPORATION		-		
<b>Cash Payment</b>	E 001-5173200	GG Bldg maintenance	VH WELL PUMP SERVICE		<b>\$2,249.00</b>
Invoice	42391			12/15/2025	
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$2,249.00</b>
Refer	13678 CW PURPERO INC		Ck# 110266 1/15/2026		
<b>Cash Payment</b>	E 013-5970404	Pathway Construction	HIGHLAND DRIVE NORTH PEDESTRIAN PATHWAY		<b>\$91,895.67</b>
Invoice	120125			12/12/2025	
Transaction Date	1/15/2026	Town Bank	1110300	<b>Total</b>	<b>\$91,895.67</b>
Refer	13739 DIGGERS HOTLINE		-		
<b>Cash Payment</b>	E 002-3230300	Inspection and Engineerin	NOVEMBER PHONE CHARGES		<b>\$85.80</b>
Invoice	25161801			11/30/2025	
<b>Cash Payment</b>	E 005-5813100	Engineering/Consulting	NOVEMBER EMAIL CHARGES		<b>\$85.80</b>
Invoice	25161801			11/30/2025	
<b>Cash Payment</b>	E 002-3230300	Inspection and Engineerin	DECEMBER PHONE CHARGES		<b>\$53.63</b>
Invoice	25131801			12/31/2025	
<b>Cash Payment</b>	E 005-5813100	Engineering/Consulting	DECEMBER EMAIL CHARGES		<b>\$53.63</b>
Invoice	25131801			12/31/2025	
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$278.86</b>
Refer	13740 DILLETT MECHANICAL SERVICE		-		
<b>Cash Payment</b>	E 001-5173200	GG Bldg maintenance	HVAC REPAIR - LIBRARY		<b>\$1,486.56</b>
Invoice	0202121			8/31/2025	
<b>Cash Payment</b>	E 001-5173200	GG Bldg maintenance	HVAC REPAIR - DISPATCH		<b>\$488.00</b>
Invoice	0204791			12/22/2025	
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$1,974.56</b>
Refer	13741 DIVERSIFIED BENEFIT SERVICES I		-		
<b>Cash Payment</b>	E 001-5142020	FSA Sect 125 administrati	DECEMBER FSA ADMIN SERVICES		<b>\$100.74</b>
Invoice	463043			12/15/2025	
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$100.74</b>
Refer	13587 ELLIOTT ACE HARDWARE		Ck# 110249 1/6/2025		
<b>Cash Payment</b>	E 005-5813500	Infrastructure Maintenanc	BOLTS		<b>\$31.45</b>
Invoice	119900			12/31/2025	

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## Payments

Current Period: DECEMBER 2025

Cash Payment	E 001-5413210	PW equip maint & supplie	FASTSET CONCRETE	\$119.90
Invoice 119909		12/31/2025		
Cash Payment	E 001-5173200	GG Bldg maintenance	POLY TARP	\$16.19
Invoice 119966		12/31/2025		
Cash Payment	E 002-3230400	Repair and Maintenance	FAUCET / CLAMPS	\$51.72
Invoice 120036		12/31/2025		
Cash Payment	E 005-5813500	Infrastructure Maintenanc	GLOVES	\$71.02
Invoice 120102		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	BALL VALVE	\$12.59
Invoice 120159		12/31/2025		
Cash Payment	E 005-5813500	Infrastructure Maintenanc	FOAM SEALANT	\$23.98
Invoice 120194		12/31/2025		
Cash Payment	E 001-5173200	GG Bldg maintenance	LAMP HOLDER	\$13.32
Invoice 120281		12/31/2025		
Cash Payment	E 001-5413199	PW Bldg & grounds maint	MOUSE TRAPS	\$30.58
Invoice 120410		12/31/2025		
Cash Payment	E 005-5813500	Infrastructure Maintenanc	WASP KILLER	\$20.00
Invoice 120431		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	HITCH PIN	\$14.82
Invoice 120440		12/31/2025		
Cash Payment	E 001-5173300	Building Supplies	SPACKLING COMPOUND / TAPE	\$22.39
Invoice 120462		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	FASTEST CONCRETE	\$71.94
Invoice 120568		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	FASTENERS	\$2.44
Invoice 120777		12/31/2025		
Cash Payment	E 001-5213215	Police-Other Equip maint	WINDSHIELD WASH	\$14.36
Invoice 120835		12/31/2025		
Cash Payment	E 001-5213210	Police-vehicle repair/maint	IMPACT NUTSETTER	\$17.09
Invoice 120978		12/31/2025		
Cash Payment	G 001-3340780	Insurance Claims-Reimbu	AIR COMPRESSOR	\$159.99
Invoice 121047		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	PIPE	\$2.33
Invoice 121103		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	DRAIN COMPOUND	\$18.87
Invoice 121249		12/31/2025		
Cash Payment	E 001-5173300	Building Supplies	FASTENERS	\$0.45
Invoice 121341		12/31/2025		
Cash Payment	E 005-5813500	Infrastructure Maintenanc	POND & STONE SEALANT	\$43.17
Invoice 121426		12/31/2025		
Cash Payment	E 005-5813500	Infrastructure Maintenanc	METAL CUTTING WHEEL	\$25.18
Invoice 121504		12/31/2025		
Cash Payment	E 005-5813500	Infrastructure Maintenanc	FLAT WASHERS/ HEX NUT	\$71.06
Invoice 121513		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	PLASTIC PAILS / PIPES	\$19.08
Invoice 121561		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	FASTENERS	\$2.76
Invoice 121607		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	FASTENERS	\$8.36
Invoice 121641		12/31/2025		
Cash Payment	E 001-5173300	Building Supplies	V-BELT	\$6.83
Invoice 121641		12/31/2025		

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## Payments

Current Period: DECEMBER 2025

Cash Payment	E 001-5213215	Police-Other Equip maint	WINDSHEILD WASH / PROPANE EXCHANGE	\$31.68
Invoice 121734		12/31/2025		
Cash Payment	E 001-5173300	Building Supplies	DOOR MOUNT	\$9.34
Invoice 121783		12/31/2025		
Cash Payment	E 001-5173300	Building Supplies	SWINGBAR	\$7.73
Invoice 121929		12/31/2025		
Cash Payment	E 001-5173300	Building Supplies	SWINGBAR	\$7.73
Invoice 121952		12/31/2025		
Cash Payment	E 001-5173200	GG Bldg maintenance	FASTENERS / DRILL BITS	\$23.71
Invoice 121953		12/31/2025		
Cash Payment	E 001-5173200	GG Bldg maintenance	FASTENERS	-\$0.80
Invoice		12/31/2025		
Cash Payment	E 001-5413199	PW Bldg & grounds maint	REMOTE OUTLET/ LTHIUM BATTERY / CLOROX	\$60.80
Invoice 121970		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	BLACK SPRAY PAINT	\$15.46
Invoice 121995		12/31/2025		
Cash Payment	E 001-5433100	Pavement Maintenance	BLUE TAP	\$42.99
Invoice 122027		12/31/2025		
Cash Payment	E 005-5813500	Infrastructure Maintenanc	ROLLER COVER	\$13.47
Invoice 122129		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	CHAIN LOOPS	\$68.98
Invoice 122308		12/31/2025		
Cash Payment	E 001-5523198	Building/Grounds Mainena	CORNER BRACE / FUNNEL	\$5.38
Invoice 122385		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	BAR & CHAIN OIL GAL	\$19.79
Invoice 122388		12/31/2025		
Cash Payment	E 001-5173300	Building Supplies	STEEL POST BASE	\$12.14
Invoice 122423		12/31/2025		
Cash Payment	E 001-5173300	Building Supplies	CIRCULAR SAW BLADE	\$21.59
Invoice 122429		12/31/2025		
Cash Payment	G 001-3260450	FB-Fire Drill Funds	FASTEST CONCRETE	\$47.96
Invoice 122441		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	FASTENERS	\$2.25
Invoice 122446		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	IRON PLUG / HEX CAP	\$13.99
Invoice 122476		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	PIPE / BLACK CAP	\$36.52
Invoice 122528		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	PAINTER PAIL / ROLLER COVER / ZONE AMRK PINT GAL - WHITE	\$40.74
Invoice 122558		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	FIBERGLASS RESIN QUART	\$46.21
Invoice 122614		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	TOUCHUP BRUSH	\$9.39
Invoice 122634		12/31/2025		
Cash Payment	E 001-5173300	Building Supplies	REFLECTIVE SPRAY	\$23.38
Invoice 122657		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	FASTENERS	\$2.34
Invoice 122708		12/31/2025		
Cash Payment	E 001-5423100	Signs/posts/line painting	MAILBOX	\$32.02
Invoice 122740		12/31/2025		

VILLAGE OF ELM GROVE

Payments

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Cash Payment	E 001-5413210	PW equip maint & supplie	STORAGE BAGS		\$21.57
Invoice	122814		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	FASTENERS		\$5.95
Invoice	122846		12/31/2025		
Cash Payment	E 001-5173300	Building Supplies	PLASTIC ANCHOR		\$14.83
Invoice	122954		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	FASTEST CONCRETE		\$69.49
Invoice			12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	2 IN 1 FILE GUIDE .325		\$49.99
Invoice	123069		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	FASTENERS		\$4.76
Invoice	123110		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	DUPLEX RAISED COVER		\$3.59
Invoice	123290		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	HAMMERS		\$71.96
Invoice	123345		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	FASTENERS		\$15.14
Invoice	123522		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	DRIVEWAY MARKER / FASTENERS		\$14.60
Invoice	123553		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	FLAT WASHER / FASTENERS		\$5.03
Invoice	123559		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	TIE DOWN STRAPS		\$68.70
Invoice	123606		12/31/2025		
Cash Payment	E 001-5213215	Police-Other Equip maint	WINDSHIELD WIPER FLUID		\$14.36
Invoice	123770		12/31/2025		
Cash Payment	E 001-5233205	Fire Supplies & Maintenanc	ELECTRICAL TAPE		\$12.58
Invoice	124003		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	FASTENERS		\$17.34
Invoice	124019		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	ELECTRIC TAPE		\$12.58
Invoice	124114		12/31/2025		
Cash Payment	E 001-5413199	PW Bldg & grounds maint	ROOF RAKE		\$116.61
Invoice	124136		12/31/2025		
Cash Payment	E 001-5173300	Building Supplies	FLOOR FINISH / FLOOR STRIPPER / MOPHEAD		\$46.91
Invoice	124214		12/31/2025		
Cash Payment	E 001-5413210	PW equip maint & supplie	CABLE TIES		\$14.38
Invoice	124268		12/31/2025		
Cash Payment	E 001-5213210	Police-vehicle repair/maint	WINDSHIELD WIPER FLUID		\$14.36
Invoice	124331		12/31/2025		
Transaction Date	1/5/2026	Town Bank	1110300	<b>Total</b>	\$2,081.39
Refer	13743	FIRST RESPONDERS PSYCHOLO	-		
Cash Payment	E 001-5212018	PD Health-Psychological	OFFICER THERAPY		\$125.00
Invoice	1225EGPD		1/5/2026		
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$125.00
Refer	13742	FORWARD TS	-		
Cash Payment	E 001-5143326	Village wide copy equip	PD Printer		\$77.57
Invoice	AR271933		12/29/2025		
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$77.57
Refer	13744	GEIGER AWARDS	-		

VILLAGE OF ELM GROVE

Payments

Current Period: DECEMBER 2025

<b>Cash Payment</b>	E 001-5143099	GG- miscellaneous exp	RETIREMENT GIFT LIBRARY DIRECTOR	\$165.00
Invoice	334956	12/30/2025		
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b> \$165.00
Refer	13745 GOVERNMENT FORMS & SUPPLIE			-
<b>Cash Payment</b>	E 001-5143110	Election- printing ballots	ELECTION ENVELOPES	\$696.85
Invoice	0359167	12/31/2025		
<b>Cash Payment</b>	E 001-5143110	Election- printing ballots	ELECTION ENVELOPES	\$696.84
Invoice	0359168	12/31/2025		
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b> \$1,393.69
Refer	13746 GRAINGER			-
<b>Cash Payment</b>	E 001-5173300	Building Supplies	AIR FILTER	\$94.08
Invoice	9584626353	7/24/2023		
<b>Cash Payment</b>	E 001-5173300	Building Supplies	AIR FILTERS	\$222.96
Invoice	9869375858	10/12/2023		
<b>Cash Payment</b>	E 001-5173300	Building Supplies	AIR FILTERS	\$21.80
Invoice	9873045760	10/17/2023		
<b>Cash Payment</b>	E 001-5173300	Building Supplies	V-BELT	\$19.83
Invoice	9176402197	7/9/2024		
<b>Cash Payment</b>	E 001-5173300	Building Supplies	AIR FILTERS	\$8.48
Invoice	9873045778	10/17/2023		
<b>Cash Payment</b>	E 001-5173300	Building Supplies	AIR FILTERS	\$223.00
Invoice	9176222934	7/9/2024		
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b> \$590.15
Refer	13747 HANES GEO COMPONENTS			-
<b>Cash Payment</b>	E 005-5813500	Infrastructure Maintenanc	HYDROSEED MULCH	\$1,680.00
Invoice	390732	8/28/2025		
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b> \$1,680.00
Refer	13748 HYDRAULIC COMPONENT SERVIC			-
<b>Cash Payment</b>	E 001-5413210	PW equip maint & supplie	SIGN POST PUNDER REPAIR	\$556.00
Invoice	35778	11/6/2025		
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b> \$556.00
Refer	13749 IMPERIAL DADE			-
<b>Cash Payment</b>	E 001-5173300	Building Supplies	TOLIET PAPER	\$967.20
Invoice	40201773	12/29/2025		
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b> \$967.20
Refer	13751 JOHNS DISPOSAL SERVICE			-
<b>Cash Payment</b>	E 001-5443100	Contracted Waste Collecti	NOVEMBER LANDFILL CHARGES	\$7,437.01
Invoice	1951702	12/2/2025		
<b>Cash Payment</b>	E 001-5443100	Contracted Waste Collecti	DECEMBER CONTRACTED BILLING	\$22,592.16
Invoice	1961059	12/23/2025		
<b>Cash Payment</b>	E 001-5443200	Contracted Recycling Coll	DECEMBER CONTRACTED RECYCLING	\$20,038.64
Invoice	1961059	12/23/2025		
<b>Cash Payment</b>	E 001-5443100	Contracted Waste Collecti	DECEMBER MUNICIPAL BULKY	\$2,337.12
Invoice	1961059	12/23/2025		
<b>Cash Payment</b>	E 001-5443200	Contracted Recycling Coll	CONTRACTED BILLING DECEMBER	\$865.60
Invoice	1961059	12/23/2025		
<b>Cash Payment</b>	E 001-5443500	Brush Disposal	LANDFILL CHARGES DECEMBER	\$1,984.36
Invoice	1961059	12/23/2025		
<b>Cash Payment</b>	E 001-5443100	Contracted Waste Collecti	LANDFILL CHARGES	\$8,261.47
Invoice	1972527	1/5/2026		

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## Payments

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Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$63,516.36</b>
Refer	13753 <i>KENOSHA CIRCUIT COURT</i>				
Cash Payment	R 001-4362000	Court Fines - Expense	BAIL FOR DONALD E NOBLES III 06-20-1990		\$300.00
Invoice	120125	12/31/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$300.00</b>
Refer	13754 <i>KL ENGINEERING</i>				
Cash Payment	E 013-5970406	2025 Pathway - Constructi	PROFESSIONAL SERVICES 8/17/25-11/29/25		\$19,308.01
Invoice	20251459	12/23/2025			
Cash Payment	E 013-5970407	2026/28 Pathway - Engine	PROFESSIONAL SERVIVES 11/30/25-12/27/25		\$9,173.90
Invoice	20260022	1/15/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$28,481.91</b>
Refer	13755 <i>LINDE GAS &amp; EQUIPMENT INC</i>				
Cash Payment	E 008-5223230	Ambo Medical Supplies	MEDICAL SUPPLIES		\$240.60
Invoice	53392507	11/22/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$240.60</b>
Refer	13756 <i>MCE - RITTER TECHNOLOGY, LLC</i>				
Cash Payment	E 001-5413210	PW equip maint & supplie	HYDRAULIC LINE REPAIR		\$164.57
Invoice	F51238-001	7/30/2025			
Cash Payment	E 001-5413210	PW equip maint & supplie	HYDRAULIC LINE REPAIR		\$21.89
Invoice	F94048-001	12/1/2025			
Cash Payment	E 001-5413210	PW equip maint & supplie	HYDRAULIC LINE REPAIR		\$620.26
Invoice	G02228-001	12/29/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$806.72</b>
Refer	13757 <i>ODP BUSINESS SOLUTIONS, LLC</i>				
Cash Payment	E 001-5121045	Court Office Supplies	TONER		\$106.13
Invoice	444456996001	10/15/2025			
Cash Payment	E 001-5121045	Court Office Supplies	TONER		\$540.64
Invoice	446277532001	11/17/2025			
Cash Payment	E 001-5121045	Court Office Supplies	TONER		\$304.34
Invoice	449911707001	11/21/2025			
Cash Payment	E 001-5121045	Court Office Supplies	TONER		\$572.23
Invoice	450084858001	12/31/2025			
Cash Payment	E 001-5124399	Court Miscellaneous	TONER		\$555.00
Invoice	450084858001	12/31/2025			
Cash Payment	E 001-5124399	Court Miscellaneous	EXT CORD		\$37.79
Invoice	453375455001	12/31/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$2,116.13</b>
Refer	13758 <i>PROHEALTH CARE MEDICAL ASS</i>				
Cash Payment	E 001-5213599	Police- Miscellaneous	LAB SERVICES		\$37.13
Invoice	10002873255	1/1/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$37.13</b>
Refer	13760 <i>REINDERS</i>				
Cash Payment	E 005-5813600	Pond maintenance	POND SPRAYING PRODUCT		\$430.29
Invoice	1006693-00	12/4/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$430.29</b>
Refer	13761 <i>RUEKERT MIELKE, INC.</i>				
Cash Payment	G 001-3340753	Resident Billings	MANDEL GROUP		\$4,068.50
Invoice	161068	1/5/2026			

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## Payments

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Cash Payment	G 001-3340753	Resident Billings	MANDEL GROUP	\$468.40
Invoice 161068		1/5/2026		
Cash Payment	G 001-3340753	Resident Billings	MANDEL GROUP	\$1,167.16
Invoice 161068		1/5/2026		
Cash Payment	G 001-3340753	Resident Billings	MILLER MARRIOTT	\$801.16
Invoice 161068		1/5/2026		
Cash Payment	E 005-5813100	Engineering/Consulting	DRAINAGE REVIEW	\$521.30
Invoice 161068		1/5/2026		
Cash Payment	E 005-5813100	Engineering/Consulting	DRAINAGE REVIEW	\$418.30
Invoice 161068		1/5/2026		
Cash Payment	G 001-3340753	Resident Billings	MILLER MARRIOTT	\$309.00
Invoice 161068		1/5/2026		
Cash Payment	G 001-3340753	Resident Billings	MILLER MARRIOTT	\$412.00
Invoice 161068		1/5/2026		
Cash Payment	E 013-5970402	Engineering/Design	HIGHLAND CONSTRUCTION SERVICES - NOVEMBER	\$1,851.70
Invoice 161069		1/5/2026		
Cash Payment	E 005-5813200	Permit Expenditures	PROFESSIONAL SERVICES - NOVEMBER	\$2,415.00
Invoice 161070		1/5/2026		
Cash Payment	E 002-3230300	Inspection and Engineerin	MMSD MEETING	\$654.90
Invoice 160491		11/20/2025		
Cash Payment	E 002-3230300	Inspection and Engineerin	MMSD FILES	\$721.00
Invoice 160491		11/20/2025		
Cash Payment	E 005-5813100	Engineering/Consulting	DRAINAGE REVIEW	\$103.00
Invoice 160491		11/20/2025		
Cash Payment	G 001-3340753	Resident Billings	MANDEL GROUP	\$9,167.00
Invoice 160491		11/20/2025		
Cash Payment	G 001-3340753	Resident Billings	14900 WATERTOWN PLANK RD	\$206.00
Invoice 160491		11/20/2025		
Cash Payment	G 001-3340753	Resident Billings	MANDEL GROUP / MILLER MARRIOTT	\$1,184.50
Invoice 160491		11/20/2025		
Cash Payment	G 001-3340753	Resident Billings	MILLER MARRIOTT	\$978.50
Invoice 160491		11/20/2025		
Cash Payment	G 001-3340753	Resident Billings	MILLER MARRIOTT	\$1,081.50
Invoice 160491		11/20/2025		
Cash Payment	G 001-3340753	Resident Billings	MILLER MARRIOTT	\$321.60
Invoice 160491		11/20/2025		
Cash Payment	G 001-3340753	Resident Billings	MILLER MARRIOTT	\$772.50
Invoice 160491		11/20/2025		
Cash Payment	G 001-3340753	Resident Billings	14840 JUNEAU BLVD	\$669.50
Invoice 160491		11/20/2025		
Cash Payment	E 002-3230300	Inspection and Engineerin	MMSD MEETING	\$693.75
Invoice 161498		1/19/2026		
Cash Payment	G 001-3340753	Resident Billings	MANDEL GROUP	\$206.00
Invoice 161498		1/19/2026		
Cash Payment	G 001-3340753	Resident Billings	MANDEL GROUP	\$2,266.00
Invoice 161498		1/19/2026		
Cash Payment	E 005-5813100	Engineering/Consulting	DRAINAGE REVIEW	\$933.30
Invoice 161498		1/19/2026		
Cash Payment	G 001-3340753	Resident Billings	ROB MILLER HOMES	\$1,666.90
Invoice 161498		1/19/2026		
Cash Payment	G 001-3340753	Resident Billings	MANDEL GROUP	\$721.00
Invoice 161498		1/19/2026		

VILLAGE OF ELM GROVE

Payments

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<b>Cash Payment</b>	E 013-5970402	Engineering/Design	CONSTRUCTION SERVICES - HIGHLAND DR PATHWAY		\$1,066.00
Invoice	161499	1/19/2026			
<b>Cash Payment</b>	E 002-3230455	MMSD- PP/II Project Cost	LATERAL REHAB DESIGN & BIDDING		\$1,855.00
Invoice	161500	1/19/2026			
<b>Cash Payment</b>	E 005-5813200	Permit Expenditures	PROFESSIONAL SERVICES 11/29/25-12/26/25		\$187.50
Invoice	161501	1/19/2026			
<b>Cash Payment</b>	E 015-5970402	Engineering/Design	TID #3 WATERMAIN ENGINEERING		\$641.75
Invoice	161502	1/19/2026			
<b>Cash Payment</b>	E 015-5970402	Engineering/Design	TID #3 WATERMAIN ENGINEERING		\$18.90
Invoice	161502	1/19/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$38,548.62
Refer	13810 <i>SAFEBUILT</i>		-		
<b>Cash Payment</b>	E 001-5241000	Inspections-Building	DECEMBER		\$8,719.13
Invoice	3053823	12/31/2025			
<b>Cash Payment</b>	E 001-5241100	Inspections-Electrical	DECEMBER		\$1,838.20
Invoice	3053823	12/31/2025			
<b>Cash Payment</b>	E 001-5241150	Inspections- HVAC	DECEMBER		\$1,077.12
Invoice	3053823	12/31/2025			
<b>Cash Payment</b>	E 001-5241200	Inspections- Plumbing	DECEMBER		\$565.73
Invoice	3053823	12/31/2025			
<b>Cash Payment</b>	E 001-5241000	Inspections-Building	NOVEMBER		\$17,670.71
Invoice	2887139	11/30/2025			
<b>Cash Payment</b>	E 001-5241100	Inspections-Electrical	NOVEMBER		\$3,745.95
Invoice	2887139	11/30/2025			
<b>Cash Payment</b>	E 001-5241150	Inspections- HVAC	NOVEMBER		\$2,394.64
Invoice	2887139	11/30/2025			
<b>Cash Payment</b>	E 001-5241200	Inspections- Plumbing	NOVEMBER		\$1,943.49
Invoice	2887139	11/30/2025			
Transaction Date	1/22/2026	Town Bank	1110300	<b>Total</b>	\$37,954.97
Refer	13762 <i>SAFEWAY PEST MANAGEMENT</i>		-		
<b>Cash Payment</b>	E 001-5173200	GG Bldg maintenance	monthly service		\$63.00
Invoice	769798	11/11/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$63.00
Refer	13750 <i>STANARD &amp; ASSOCIATES</i>		-		
<b>Cash Payment</b>	E 001-5213425	Police-Recruitment	NATIONAL DETECTIVE INVESTIGATOR TEST		\$120.00
Invoice	SA000063400	12/30/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$120.00
Refer	13763 <i>STARK PAVEMENT CORP</i>		-		
<b>Cash Payment</b>	E 005-5813500	Infrastructure Maintenanc	ASPHALT		\$1,596.42
Invoice	05071491	8/9/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$1,596.42
Refer	13764 <i>STREICHER S</i>		-		
<b>Cash Payment</b>	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS		\$20.00
Invoice	I1801836	12/29/2025			
<b>Cash Payment</b>	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS		\$126.99
Invoice	I1801498	12/24/2025			
<b>Cash Payment</b>	E 001-5213410	Police-Firearms training e	PD UNIFORMS		\$4,664.00
Invoice	I1799281	12/12/2025			
<b>Cash Payment</b>	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS		\$28.99
Invoice	I1802278	12/31/2025			

VILLAGE OF ELM GROVE

Payments

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Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$4,839.98</b>
Refer	13765 T-MOBILE				
Cash Payment	E 001-5213555 PD Investigation Supplies	TOWER DUMP FOR BURGLARY CASE 25-481			\$100.00
Invoice	L2511290250	11/29/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$100.00</b>
Refer	13766 TRANS UNION LLC				
Cash Payment	E 001-5143099 GG- miscellaneous exp	REC MANAGER SCREENING			\$32.03
Invoice	11504825	11/25/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$32.03</b>
Refer	13767 USSI RENTALS, INC.				
Cash Payment	E 001-5413210 PW equip maint & supplie	REPAIR OF SIGN TRUCK			\$405.64
Invoice	0079508-IN	12/23/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$405.64</b>
Refer	13768 VERIZON WIRELESS LERT B				
Cash Payment	E 001-5213555 PD Investigation Supplies	CELL TOWER DUMP			\$135.00
Invoice	9022418543	11/17/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$135.00</b>
Refer	13769 VON BRIESEN & ROPER SC				
Cash Payment	E 014-5814400 Creek Daylighting Project	PROFESSIONAL SERVICES THROUGH NOVEMBER 2025			\$1,938.00
Invoice	513470	12/12/2025			
Cash Payment	E 001-5163100 Legal Exp-de la Mora	PROFESSIONAL SERVICES THROUGH NOVEMBER 2025			\$5,071.10
Invoice	513470	12/12/2025			
Cash Payment	E 001-5163105 Retainer - de la Mora	RETAINER SERVICES			\$1,230.00
Invoice	514037	12/17/2025			
Cash Payment	E 001-5121075 Legal Expense	MUNICIPAL COURT			\$3,121.80
Invoice	514045	12/17/2025			
Cash Payment	E 001-5121075 Legal Expense	MUNICIPAL COURT			\$2,551.70
Invoice	517179	1/16/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$13,912.60</b>
Refer	13734 WALTERS, CHRISTIAN				
Cash Payment	E 001-5143100 Election Inspectors	CHIEF INSPECTOR TRAINING 7.5 HRS DEC 2025			\$75.00
Invoice	120125	1/8/2026			
Transaction Date	1/20/2026	Town Bank	1110300	<b>Total</b>	<b>\$75.00</b>
Refer	13759 WAUKESHA CO REGISTER OF DE				
Cash Payment	E 001-5193200 GG Print/Publish/Postage	1095 RED BARN & 1075 RED BARN FILING FEES			\$60.00
Invoice	4850915	12/8/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$60.00</b>
Refer	13643 WAUKESHA CO TREASURER Ck# 110256 1/9/2026				
Cash Payment	R 001-4362000 Court Fines - Expense	NOV/DEC OWI & JAIL SURCHARGES			\$3,850.00
Invoice	120125	12/31/2025			
Transaction Date	1/9/2026	Town Bank	1110300	<b>Total</b>	<b>\$3,850.00</b>
Refer	13770 WAUKESHA CO TREASURER				
Cash Payment	E 001-5213599 Police- Miscellaneous	APX BATTERY IMPRESS			\$622.88
Invoice	CINV2025-01785	11/13/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$622.88</b>

VILLAGE OF ELM GROVE

Payments

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Refer	13771 WAUWATOSA, CITY OF	-			
Cash Payment	E 001-5423120 StreetLights-electric		SHARED ELECTRICAL SERVICES WITH TOSA 124/WTPLK		\$87.88
Invoice	9365	11/28/2025			
Transaction Date	1/21/2026		Town Bank	1110300	<b>Total</b> \$87.88
Refer	13644 WI COURT FINES AND SURCHARG	Ck# 110257 1/9/2026			
Cash Payment	R 001-4362000 Court Fines - Expense		PENALTY SURCHARGES FOR NOV/DEC		\$12,450.65
Invoice	120125	12/31/2025			
Transaction Date	1/9/2026		Town Bank	1110300	<b>Total</b> \$12,450.65
Refer	13590 WOLF PAVING	Ck# 110252 1/7/2026			
Cash Payment	E 001-5433100 Pavement Maintenance		PAVING		\$1,025.00
Invoice		1/1/2026			
Transaction Date	1/6/2026		Town Bank	1110300	<b>Total</b> \$1,025.00

Fund Summary

	1110300 Town Bank	
001 General Fund		\$189,921.75
002 Sewer Fund		\$5,195.94
005 Stormwater Operation Fund		\$8,986.37
008 Emergency Medical Service		\$357.02
013 Transportation Fund		\$123,295.28
014 TIF #2 Special Revenue Fund		\$1,938.00
015 TIF #3 Mandel DevelopmentSSND		\$660.65
		<u>\$330,355.01</u>

Pre-Written Checks	\$111,302.71
Checks to be Generated by the Computer	\$219,052.30
<b>Total</b>	<u>\$330,355.01</u>

VILLAGE OF ELM GROVE

Payments

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Payment Batch dec ap 2

\$62,292.38

Refer	13565 ABEDNEGO FIRE PROTECTION LL	Ck# 110214 12/30/2025		
Cash Payment	E 001-5233205 Fire Supplies & Maintenan	HYDROSTATIC TEST OF SCBA CYLINDER		\$1,475.00
Invoice	12/9/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$1,475.00
Refer	13571 ABRAHAMS ONSITE SHREDDING	Ck# 110215 12/30/2025		
Cash Payment	E 001-5124399 Court Miscellaneous	SHREDDING		\$75.00
Invoice	0026587 12/15/2025			
Cash Payment	E 001-5193200 GG Print/Publish/Postage	SHREDDING		\$75.00
Invoice	002687 12/15/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$150.00
Refer	13586 AMERICAN HEART ASSOCIATION	Ck# 110216 12/30/2025		
Cash Payment	E 008-5223520 EMS Training	BLS PROVIDER COURSE - DVD		\$116.42
Invoice	11/22/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$116.42
Refer	13558 BUCKLIN TREE SERVICE	Ck# 110217 12/30/2025		
Cash Payment	E 001-5413210 PW equip maint & supplies	RECYCLE CENTER BRUSH GRINDING		\$4,700.00
Invoice	6226 11/30/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$4,700.00
Refer	13556 CARLIN	Ck# 110218 12/30/2025		
Cash Payment	E 001-5613200 Forestry Tree Care	TREE CARE		\$2,370.57
Invoice	12/5/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$2,370.57
Refer	13548 COMPASS MINERALS AMERICA	Ck# 110219 12/30/2025		
Cash Payment	E 001-5433200 PW salt & sand	43.94 TON SALT		\$3,730.51
Invoice	1566774 11/17/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$3,730.51
Refer	13552 COREY OIL	Ck# 110220 12/30/2025		
Cash Payment	E 001-5413200 PW fuel	701.90 GAL GASOLINE		\$1,624.90
Invoice	410641 12/3/2025			
Cash Payment	E 001-5413200 PW fuel	557.80 GAL DIESEL		\$1,731.97
Invoice	410669 12/5/2025			
Cash Payment	E 001-5413200 PW fuel	521.60 GAL GASOLINE		\$1,176.20
Invoice	411498 12/11/2025			
Cash Payment	E 001-5413200 PW fuel	285 GAL DIESEL		\$873.53
Invoice	411497 12/11/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$5,406.60
Refer	13564 CPS	Ck# 110221 12/30/2025		
Cash Payment	E 001-5413210 PW equip maint & supplies	13 BEAM WIPER BLADES		\$129.87
Invoice	12/11/2025			
Cash Payment	E 001-5413210 PW equip maint & supplies	4 BEAM WIPER BLADES		\$50.36
Invoice	12/11/2025			
Cash Payment	E 001-5233200 Fire Truck Maintenance	BATTERIES TENDER/TANKER		\$442.44
Invoice	12/17/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$622.67

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Payments

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Refer	13579 CRAIG D. CHILDS, PHD, S.C.	Ck# 110222 12/30/2025		
Cash Payment	E 001-5213425 Police-Recruitment	DETECTIVE EVALUATION		\$800.00
Invoice	12/20/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$800.00
Refer	13575 DIVERSIFIED BENEFIT SERVICES I	Ck# 110223 12/30/2025		
Cash Payment	E 001-5142030 Adminsrative Fee-HRA	DECEMBER HRA ADMIN SERVICES		\$195.66
Invoice	12/1/2025			
Cash Payment	E 001-5142030 Adminsrative Fee-HRA	HRA NON-DISCRIMINATION TESTING		\$350.00
Invoice	12/1/2025			
Cash Payment	E 001-5142020 FSA Sect 125 administrati	november fsa admin services		\$101.48
Invoice 460095	11/17/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$647.14
Refer	13563 EMS MANAGEMENT & CONSULTA	Ck# 110224 12/30/2025		
Cash Payment	E 008-5223260 Ambo Billing Charges	7% OF TOTAL COLLECTIONS - \$5754.23		\$402.80
Invoice 20932	11/30/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$402.80
Refer	13559 FIRST RESPONDERS PSYCHOLO	Ck# 110225 12/30/2025		
Cash Payment	E 001-5212018 PD Health-Psychological	PD THERAPY SESSIONS		\$1,125.00
Invoice	12/4/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$1,125.00
Refer	13584 GEAR WASH	Ck# 110226 12/30/2025		
Cash Payment	E 007-5970300 5 yr Capital Fire	BUNKER COAT		\$337.25
Invoice 5-2588	12/1/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$337.25
Refer	13569 GEIGER AWARDS	Ck# 110227 12/30/2025		
Cash Payment	E 001-5193200 GG Print/Publish/Postage	NAME PLATES		\$43.00
Invoice	12/15/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$43.00
Refer	13577 HOCKET, MARISSA	Ck# 110228 12/30/2025		
Cash Payment	E 001-5203420 Dispatch-school/seminar	TUITION REIMBURSMET		\$948.07
Invoice	12/1/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$948.07
Refer	13573 JANI-KING OF MILWAUKEE	Ck# 110229 12/30/2025		
Cash Payment	E 001-5143350 Bldg Cleaning- Contract	MONTHLY CONTRACT		\$2,112.00
Invoice	12/1/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$2,112.00
Refer	13557 JOHNSON NURSERY	Ck# 110230 12/30/2025		
Cash Payment	E 001-5443500 Brush Disposal	YARD WASTE - NOVEMBER		\$2,407.68
Invoice 11255170	11/30/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$2,407.68
Refer	13555 LAKESIDE INTERNATIONAL TRUC	Ck# 110231 12/30/2025		
Cash Payment	E 001-5413210 PW equip maint & supplies	EQUIP REPAIR		\$401.11
Invoice	11/30/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$401.11

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## Payments

Current Period: DECEMBER 2025

Refer	13568 <i>LIECHTY &amp; ASSOCIATION</i>	<u>Ck# 110232 12/30/2025</u>		
Cash Payment	E 001-5163106 Other Legal Expense	NOV TIME PLAN REVIEW/UNIT ANALYSIS		\$2,550.00
Invoice	12/11/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$2,550.00
Refer	13582 <i>MCE - RITTER TECHNOLOGY, LLC</i>	<u>Ck# 110233 12/30/2025</u>		
Cash Payment	E 001-5413210 PW equip maint & supplies	Hydraulic swivelling/rotatable/rotating straight permanent crimp fitting		\$590.74
Invoice	12/29/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$590.74
Refer	13585 <i>MEI TOTAL ELEVATOR SOLUTION</i>	<u>Ck# 110234 12/30/2025</u>		
Cash Payment	E 001-5173200 GG Bldg maintenance	AUG-OCT QUARTERLY SERVICE		\$378.56
Invoice 1140487	8/1/2025			
Cash Payment	E 001-5173200 GG Bldg maintenance	NOV-JAN QUARTERLY SERVICE		\$378.56
Invoice 1155034	11/1/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$757.12
Refer	13574 <i>MILLER MARRIOTT CONSTRUCTIO</i>	<u>Ck# 110235 12/30/2025</u>		
Cash Payment	G 001-3350200 Public Way Disturbance d	REFUND PUBLIC WAY DISTURBANCE RED BARN LOT 8 (1095 RED BARN LN)		\$2,000.00
Invoice	12/3/2025			
Cash Payment	E 001-5143099 GG- miscellaneous exp	REFUND PUBLIC WAY DISTURBANCE RED BARN LOT 8 (1095 RED BARN LN)		\$300.00
Invoice	12/3/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$2,300.00
Refer	13550 <i>OUTDOOR LIGHTING CONSTRUCT</i>	<u>Ck# 110236 12/30/2025</u>		
Cash Payment	E 001-5423130 StreetLight repair	WORK PERFORMED ON 9/23/25 REMOVE DAMAGE POLE/INSTALL NEW		\$2,276.00
Invoice 10949	10/15/2025			
Cash Payment	E 001-5423130 StreetLight repair	WORK PERFORMED ON 11/13/25 TROUBLESHOOT 2 STREET LIGHT OUTAGES		\$1,502.00
Invoice 11009	12/2/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$3,778.00
Refer	13572 <i>PORT A JOHN</i>	<u>Ck# 110237 12/30/2025</u>		
Cash Payment	E 001-5523198 Building/Grounds Mainena	MONTHLY SERVICE		\$154.00
Invoice 1389126-IN	12/12/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$154.00
Refer	13553 <i>REINDERS</i>	<u>Ck# 110238 12/30/2025</u>		
Cash Payment	E 001-5613400 Forestry-Village Landscapi	VILLAGE HALL LANDSCAPE		\$430.29
Invoice	12/4/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$430.29
Refer	13562 <i>SAFEWAY PEST MANAGEMENT</i>	<u>Ck# 110239 12/30/2025</u>		
Cash Payment	E 001-5173200 GG Bldg maintenance	monthly service		\$63.00
Invoice	12/1/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$63.00
Refer	13570 <i>SPECIAL EDITIONS PRINTING, INC</i>	<u>Ck# 110240 12/30/2025</u>		
Cash Payment	E 001-5213505 Police-Office Supplies	RECORDS MANAGEMENT LABELS		\$244.00
Invoice	12/12/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$244.00

## VILLAGE OF ELM GROVE

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## Payments

Current Period: DECEMBER 2025

Refer	13578 STERNITZKY, NICCI	Ck# 110241 12/30/2025		
Cash Payment	G 001-3260800 FB Beautification Comm	DEC 10H BOOK CLUB EVENT		\$30.55
Invoice	12/19/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$30.55
Refer	13567 STREICHER S	Ck# 110242 12/30/2025		
Cash Payment	E 001-5213105 Police-Uniforms-New/Repl	PD UNIFORMS		\$69.96
Invoice	I1798452 12/9/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$69.96
Refer	13583 TOTAL MECHANICAL	Ck# 110243 12/30/2025		
Cash Payment	E 001-5173200 GG Bldg maintenance	ANNUAL FIRE ALARM INSPECTION		\$336.00
Invoice	11/19/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$336.00
Refer	13549 UTILITY NETWORK, LLC	Ck# 110244 12/30/2025		
Cash Payment	E 001-5613200 Forestry Tree Care	BUCKET TRUCK RENTAL		\$1,750.00
Invoice	I2506 11/10/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$1,750.00
Refer	13547 VON BRIESEN & ROPER SC	Ck# 110213 12/19/2025		
Cash Payment	G 001-3340753 Resident Billings	MANDEL		\$2,713.20
Invoice	12/12/2025			
Cash Payment	E 001-5163100 Legal Exp-de la Mora	LEGAL		\$7,996.60
Invoice	12/12/2025			
Cash Payment	E 014-5814400 Creek Daylighting Project	UC DAYLIGHTING #2		\$2,196.40
Invoice	12/12/2025			
Cash Payment	E 001-5163105 Retainer - de la Mora	ATTY RETAINER		\$1,230.00
Invoice	12/12/2025			
Cash Payment	E 001-5121075 Legal Expense	MUNI COURT		\$2,249.70
Invoice	12/12/2025			
Transaction Date	12/19/2025	Town Bank	1110300	<b>Total</b> \$16,385.90
Refer	13561 WAUKESHA CO POLICE CHIEF AS	Ck# 110245 12/30/2025		
Cash Payment	E 001-5213400 Police Dues/Publications	ANNUAL MEMBERSHIP - UNGER		\$75.00
Invoice	12/6/2025			
Cash Payment	E 001-5213400 Police Dues/Publications	ANNUAL MEMBERSHIP - HENNEN		\$125.00
Invoice	12/6/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$200.00
Refer	13580 WAUKESHA, CITY OF	Ck# 110246 12/30/2025		
Cash Payment	E 001-5231030 Fire HazMat Team	2026 TECHNICAL RESCUE SERVICES		\$2,470.00
Invoice	I2250013 12/8/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$2,470.00
Refer	13581 WAUWATOSA, CITY OF	Ck# 110247 12/30/2025		
Cash Payment	G 001-1230100 Accounts Receivable	DELINQUENT TOSA WATER BILL 1070 RED BARN LANE		\$36.82
Invoice	I9473 11/21/2025			
Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b> \$36.82
Refer	13551 WILLIAM REID	Ck# 110248 12/30/2025		
Cash Payment	E 002-3230400 Repair and Maintenance	MADFLUX CONVERTER & DISPLAY FOR SENSOR MOUNTING		\$2,350.18
Invoice	I62320 10/2/2025			

**VILLAGE OF ELM GROVE**  
**Payments**

Current Period: DECEMBER 2025

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Transaction Date	12/29/2025	Town Bank	1110300	<b>Total</b>	<b>\$2,350.18</b>
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Fund Summary

	1110300 Town Bank	
001 General Fund	\$56,889.33	
002 Sewer Fund	\$2,350.18	
007 5 Year Capital Fund	\$337.25	
008 Emergency Medical Service	\$519.22	
014 TIF #2 Special Revenue Fund	\$2,196.40	
	<hr/>	
	\$62,292.38	

Pre-Written Checks	\$62,292.38	
Checks to be Generated by the Computer	\$0.00	
	<hr/>	
Total	\$62,292.38	

VILLAGE OF ELM GROVE

Payments

Current Period: JANUARY 2026

Payments Batch 2026-01 AP 1 \$777,683.71

Refer	13774 AFR ENGINE	-			
Cash Payment	E 001-5213555 PD Investigation Supplies	ANNUAL SUBSCRIPTION			\$1,200.00
Invoice	10666	12/16/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$1,200.00
Refer	13775 BABCOCK SPRING CO	-			
Cash Payment	E 001-5413210 PW equip maint & supplie	SPRING/HELPER SPRING/BOLTS			\$1,624.60
Invoice	93105	1/5/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$1,624.60
Refer	13776 BURKE TRUCK & EQUIPMENT INC	-			
Cash Payment	E 001-5413210 PW equip maint & supplie	PLOW BLADE			\$833.84
Invoice	00046	1/6/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$833.84
Refer	13777 CASPERS TRUCK EQUIPMENT IN	-			
Cash Payment	E 007-5970400 5 yr Capital DPW	2026 PAYMENT FOR TRUCK BUILT IN 2025			\$116,719.25
Invoice	0065802-IN	12/31/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$116,719.25
Refer	13647 CASPERS TRUCK EQUIPMENT IN	Ck# 110259 1/12/2026			
Cash Payment	E 007-5970400 5 yr Capital DPW	25% DOWN PAYMENT ON UPLIFT EQUIPMENT FOR TRUCK #2			\$37,850.50
Invoice	60171	1/12/2026			
Transaction Date	1/12/2026	Town Bank	1110300	<b>Total</b>	\$37,850.50
Refer	13589 CIVIC PLUS	Ck# 110250 1/6/2025			
Cash Payment	E 001-5524905 Recr software	RECREATION MANAGEMENT ANNUAL FEE			\$5,743.27
Invoice		12/11/2025			
Transaction Date	1/5/2026	Town Bank	1110300	<b>Total</b>	\$5,743.27
Refer	13781 COMPASS MINERALS AMERICA	-			
Cash Payment	E 001-5433200 PW salt & sand	60.100 TON SALT			\$5,102.49
Invoice	1583391	12/12/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$5,102.49
Refer	13782 CORE & MAIN	-			
Cash Payment	E 002-3230400 Repair and Maintenance	15 SEAL KITS			\$6,912.74
Invoice	Y375253	1/14/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$6,912.74
Refer	13783 COREY OIL	-			
Cash Payment	E 001-5413200 PW fuel	416.60 GAL GASOLINE			\$926.94
Invoice	410113	1/5/2026			
Cash Payment	E 001-5413200 PW fuel	418 GAL GASOLINE			\$1,205.93
Invoice	410114	1/5/2026			
Cash Payment	E 001-5413200 PW fuel	110 GAL GASOLINE			\$316.25
Invoice	410906	1/14/2026			
Cash Payment	E 001-5413200 PW fuel	460.80 GAL GASOLINE			\$1,303.86
Invoice	410907	1/14/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$3,752.98
Refer	13786 CPS	-			
Cash Payment	E 001-5413210 PW equip maint & supplie	WIPERS FOR DPW FLEET			\$125.90
Invoice	41V0077601	1/19/2026			

VILLAGE OF ELM GROVE

Payments

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Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$125.90</b>
Refer	13787 <i>DIGGERS HOTLINE</i>				
Cash Payment	E 002-3230300	Inspection and Engineerin	ANNUAL PREPAY HOTLINE		\$2,265.00
Invoice	26061801	1/16/2026			
Cash Payment	E 005-5813100	Engineering/Consulting	ANNUAL PREPAY HOTLINE		\$2,265.25
Invoice	26061801	1/16/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$4,530.25</b>
Refer	13788 <i>DIVERSIFIED BENEFIT SERVICES I</i>				
Cash Payment	E 001-5142030	Adminsrative Fee-HRA	JANUARY HRA ADMIN SERVICES		\$320.96
Invoice	465283	1/7/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$320.96</b>
Refer	13773 <i>ELMBROOK HUMANE SOCIETY</i>				
Cash Payment	E 001-5143320	Elmbrook Humane Societ	Q1 PAYMENT		\$2,231.25
Invoice	010126	1/9/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$2,231.25</b>
Refer	13645 <i>FINN, LINDSAY</i> Ck# 110255 1/9/2026				
Cash Payment	R 001-4362000	Court Fines - Expense	RESTITUTION FOR DAMAGED PROPERTY		\$137.94
			25-463		
Invoice	010126	1/6/2026			
Transaction Date	1/9/2026	Town Bank	1110300	<b>Total</b>	<b>\$137.94</b>
Refer	13676 <i>FLOCK SAFETY</i> Ck# 110264 1/15/2026				
Cash Payment	E 001-5213330	FLOCK cameras	FLOCK CAMERAS		\$11,000.00
Invoice	INV-81037	12/8/2025			
Cash Payment	E 009-5990400	Police	FLOCK CAMERAS		\$4,000.00
Invoice	INV-81037	12/8/2025			
Transaction Date	1/15/2026	Town Bank	1110300	<b>Total</b>	<b>\$15,000.00</b>
Refer	13779 <i>HAGEMEIER, KEVIN</i>				
Cash Payment	E 001-6103100	Refund of Taxes -	880 GRANDVIEW DR - OVERPAYMET OF		\$10.00
			2025 PROPERTY TAX		
Invoice	010126	1/19/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$10.00</b>
Refer	13789 <i>IMPERIAL DADE</i>				
Cash Payment	E 001-5173300	Building Supplies	PAPER TOWEL / TOLIET PAPER		\$967.20
Invoice	40201773	1/2/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$967.20</b>
Refer	13646 <i>IRONWORKS TRUCKS &amp; EQUIPME</i> Ck# 110258 1/12/2026				
Cash Payment	E 007-5970400	5 yr Capital DPW	SWAP LOADER TRUCK & LIFT 2024 FORD550		\$113,399.00
Invoice	010126	1/7/2026			
Transaction Date	1/12/2026	Town Bank	1110300	<b>Total</b>	<b>\$113,399.00</b>
Refer	13790 <i>JANI-KING OF MILWAUKEE</i>				
Cash Payment	E 001-5143350	Bldg Cleaning- Contract	MONTHLY CONTRACT FEE - JANUARY 2026		\$2,112.00
Invoice	MIL01260030	1/1/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$2,112.00</b>
Refer	13791 <i>KUSTOM SIGNALS INC</i>				
Cash Payment	E 007-5971000	5 Yr Capital New Equipme	EAGLE 3 DUAL BAND ANTENA		\$2,839.96
Invoice	624248	1/7/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$2,839.96</b>
Refer	13674 <i>MARTINIZING</i> Ck# 110262 1/15/2026				

VILLAGE OF ELM GROVE

Payments

Current Period: JANUARY 2026

Cash Payment	E 001-5213100	Police-Clothing Allow/Clea	PD UNIFORM CLEANING		\$805.75
Invoice 9272		12/1/2025			
Transaction Date	1/15/2026	Town Bank	1110300	<b>Total</b>	<b>\$805.75</b>
Refer	13772 MENARDS - WAUKESHA				
Cash Payment	E 001-5173200	GG Bldg maintenance	BRUSHES / SPRAY PAINT		\$194.14
Invoice 91531		1/15/2026			
Cash Payment	E 001-5413210	PW equip maint & supplie	MAILBOX REPAIR ITEMS		\$349.90
Invoice 91285		1/8/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$544.04</b>
Refer	13792 METRO MUNICIPAL CLERK ASSOC				
Cash Payment	E 001-5143000	GG Training/Dues	ANNUAL MEMBERSHIP - TURNER & DRESCHER		\$60.00
Invoice 010126		1/14/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$60.00</b>
Refer	13794 MILWAUKEE METROPOLITAN SE				
Cash Payment	E 002-3230100	MMSD user charges	BILLING PERIOD 10/01/25-12/31/25		\$135,006.21
Invoice 1001651		12/18/2025			
Transaction Date	1/22/2026	Town Bank	1110300	<b>Total</b>	<b>\$135,006.21</b>
Refer	13805 MOULAS GROUP LLC				
Cash Payment	E 001-5143328	Computer Support-Contra	SERVER MAINTENANCE		\$51,967.50
Invoice 108374		1/14/2026			
Cash Payment	E 001-5143330	Computer Maintenance	SERVICE MAINTENANCE		\$77,476.20
Invoice 108368		1/13/2026			
Cash Payment	E 001-5143331	Internet Expense	SERVICE MAINTENANCE		\$47,288.83
Invoice 108369		1/13/2026			
Cash Payment	E 001-5203315	ProPhoenix /TIME	WEEKLY LOG REPORTING		\$4,680.00
Invoice 108370		1/13/2026			
Transaction Date	1/22/2026	Town Bank	1110300	<b>Total</b>	<b>\$181,412.53</b>
Refer	13793 MUNICIPAL PROPERTY INSURANC				
Cash Payment	E 001-5193425	Insurance- Property/fire	PROPERTY INSURANCE RENEWAL		\$20,548.00
Invoice 010126		1/2/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$20,548.00</b>
Refer	13795 NATIVE ROOTS				
Cash Payment	G 001-3260800	FB Beautification Comm	NATIVE SEEDS FOR VETERANS PARK REVITALIZATION		\$1,240.05
Invoice 010126		1/15/2026			
Transaction Date	1/22/2026	Town Bank	1110300	<b>Total</b>	<b>\$1,240.05</b>
Refer	13796 NEENAH FOUNDRY COMPANY				
Cash Payment	E 002-3230400	Repair and Maintenance	CASTINGS AND GRATES FOR MANHOLES		\$5,608.00
Invoice 206905		1/14/2026			
Transaction Date	1/22/2026	Town Bank	1110300	<b>Total</b>	<b>\$5,608.00</b>
Refer	13797 NORTHERN LAKE SERVICE INC				
Cash Payment	E 001-5173200	GG Bldg maintenance	MONTHLY WATER TESTING		\$31.00
Invoice 2600541		1/14/2026			
Transaction Date	1/22/2026	Town Bank	1110300	<b>Total</b>	<b>\$31.00</b>
Refer	13798 PORT A JOHN				
Cash Payment	E 001-5523198	Building/Grounds Mainena	MONTHLY SERVICE FEE		\$154.00
Invoice 1389912-IN		1/14/2026			

VILLAGE OF ELM GROVE

Payments

Current Period: JANUARY 2026

Transaction Date	1/22/2026	Town Bank	1110300	<b>Total</b>	<b>\$154.00</b>
Refer	13784 R&R INSURANCE SERVICES INC -				
Cash Payment	E 001-5193415	Insurance- Gen Liability/Cr	ANNUAL CRIME INSURANCE		\$1,265.00
Invoice	3320248	12/3/2025			
Cash Payment	E 001-5193416	Insurance- Police Professi	Q1 GEN LIAB./POLICE/AUTO/PUBLIC OFFICIALS		\$5,603.27
Invoice	3330333	12/23/2025			
Cash Payment	E 001-5193430	Insurance- Vehicles	Q1 GEN LIAB./POLICE/AUTO/PUBLIC OFFICIALS		\$2,881.33
Invoice	3330333	12/23/2025			
Cash Payment	E 001-5193435	Insurance -Public Officials	Q1 GEN LIAB./POLICE/AUTO/PUBLIC OFFICIALS		\$8,681.78
Invoice	3330333	12/23/2025			
Cash Payment	E 002-3230550	Insurance	Q1 GEN LIAB./POLICE/AUTO/PUBLIC OFFICIALS		\$3,939.40
Invoice	3330333	12/23/2025			
Cash Payment	E 001-5193445	Insurance- Workers comp	Q1 WORKERS COMP		\$24,493.85
Invoice	3330332	12/23/2025			
Cash Payment	E 002-3230550	Insurance	Q1 WORKERS COMP		\$1,289.15
Invoice	330332	12/23/2025			
Cash Payment	E 001-5193415	Insurance- Gen Liability/Cr	Q1 GEN LIAB./POLICE/AUTO/PUBLIC OFFICIALS		\$7,831.64
Invoice	3330333	12/23/2025			
Cash Payment	E 001-5193430	Insurance- Vehicles	Q1 GEN LIAB./POLICE/AUTO/PUBLIC OFFICIALS		\$6,082.07
Invoice	3330333	12/23/2025			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$62,067.49</b>
Refer	13809 R&R INSURANCE SERVICES INC -				
Cash Payment	E 001-5143360	Payroll Processing-	2026 EMPLOYEE NAVIGATOR		\$700.00
Invoice	3324401	12/16/2026			
Transaction Date	1/22/2026	Town Bank	1110300	<b>Total</b>	<b>\$700.00</b>
Refer	13675 REGISTRATION FEE TRUST Ck# 110263 1/15/2026				
Cash Payment	E 001-5413210	PW equip maint & supplie	REGISTRATION FOR NEW SWAP LOADER TRUCK		\$215.50
Invoice	010126	1/12/2026			
Transaction Date	1/15/2026	Town Bank	1110300	<b>Total</b>	<b>\$215.50</b>
Refer	13588 ROBERTSON RYAN & ASSOCIATE Ck# 110251 1/6/2025				
Cash Payment	E 001-5232000	Fire Life/Disability Insuran	ANNUAL DISABILITY AND FIRE EMS		\$6,549.00
Invoice		12/1/2025			
Transaction Date	1/5/2026	Town Bank	1110300	<b>Total</b>	<b>\$6,549.00</b>
Refer	13778 ROGICH, ERLING J OR SHARON A -				
Cash Payment	E 001-6103100	Refund of Taxes -	620 DUNLIETH CIR OVERPAYMENT OF 2025 PROPERTY TAX		\$5,885.28
Invoice	010126	1/19/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	<b>\$5,885.28</b>
Refer	13799 RUEKERT MIELKE, INC. -				
Cash Payment	E 001-5143332	GIS Expense	ANNUAL GIS SERVICES		\$17,290.00
Invoice	160805	12/10/2025			
Transaction Date	1/22/2026	Town Bank	1110300	<b>Total</b>	<b>\$17,290.00</b>
Refer	13800 SAFETY KLEEN -				

VILLAGE OF ELM GROVE

Payments

Current Period: JANUARY 2026

<b>Cash Payment</b>	E 001-5443200	Contracted Recycling Coll	RECYCLE CENTER OIL RECYCLING		\$650.00
Invoice	99077490	1/14/2026			
Transaction Date	1/22/2026	Town Bank	1110300	<b>Total</b>	\$650.00
Refer	13801	SAFEWAY PEST MANAGEMENT	-		
<b>Cash Payment</b>	E 001-5173200	GG Bldg maintenance	monthly service		\$63.00
Invoice	773598	1/13/2026			
Transaction Date	1/22/2026	Town Bank	1110300	<b>Total</b>	\$63.00
Refer	13672	SECURIAN FINANCIAL GROUP INC	Ck# 110260 1/15/2026		
<b>Cash Payment</b>	E 001-5142005	GG Life Insurance	GG LIFE INS		\$78.76
Invoice	020126	1/15/2026			
<b>Cash Payment</b>	E 001-5202005	Dispatch Life Insurance	DISPATCH LIFE INS		\$43.96
Invoice	020126	1/15/2026			
<b>Cash Payment</b>	E 001-5212005	Police Life Insurance	PD LIFE INS		\$130.44
Invoice	020126	1/15/2026			
<b>Cash Payment</b>	E 001-5412005	DPW- life insurance	DPW LIFE INS		\$62.53
Invoice	020126	1/15/2026			
<b>Cash Payment</b>	E 001-5612005	Forestry- Life Insur	FORESTRY LIFE INS		\$11.11
Invoice	020126	1/15/2026			
<b>Cash Payment</b>	E 006-5512005	Library- life insurance	LIB LIFE INS		\$15.03
Invoice	020126	1/15/2026			
<b>Cash Payment</b>	E 001-5522005	Recreation-life insurance	REC LIFE INS		-\$8.50
Invoice	020126	1/15/2026			
<b>Cash Payment</b>	G 001-2111600	Life Insurance Payable	PAYABLE LIFE INS		\$301.18
Invoice	020126	1/15/2026			
Transaction Date	1/15/2026	Town Bank	1110300	<b>Total</b>	\$634.51
Refer	13802	SHERWIN INDUSTRIES INC	-		
<b>Cash Payment</b>	E 001-5433100	Pavement Maintenance	COLD PATCH MATERIAL		\$2,572.50
Invoice	SC054959	1/8/2026			
Transaction Date	1/22/2026	Town Bank	1110300	<b>Total</b>	\$2,572.50
Refer	13804	STERNITZKY, NICCI	-		
<b>Cash Payment</b>	G 001-3260800	FB Beautification Comm	ISTF BANQUET		\$158.80
Invoice	010126	1/20/2026			
Transaction Date	1/22/2026	Town Bank	1110300	<b>Total</b>	\$158.80
Refer	13642	STOWE, SONIA S.	Ck# 110254 1/9/2026		
<b>Cash Payment</b>	E 008-5223550	EMS Drill Payments	EMS HOLIDAY PARTY		\$121.00
Invoice	010126	1/6/2026			
<b>Cash Payment</b>	E 008-5223520	EMS Training	WEMSA ANNUAL MEMBERSHIP		\$630.00
Invoice	010126	1/13/2026			
Transaction Date	1/9/2026	Town Bank	1110300	<b>Total</b>	\$751.00
Refer	13785	STREICHER S	-		
<b>Cash Payment</b>	E 001-5213410	Police-Firearms training e	PD UNIFORMS		\$31.99
Invoice	I1805593	1/19/2026			
<b>Cash Payment</b>	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS		\$46.98
Invoice	I1804220	1/12/2026			
<b>Cash Payment</b>	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS		\$181.93
Invoice	I1804755	1/14/2026			
Transaction Date	1/21/2026	Town Bank	1110300	<b>Total</b>	\$260.90
Refer	13780	THEW, MICHAEL	-		

Payments

Current Period: JANUARY 2026

Cash Payment	E 001-5143100	Election Inspectors	CHIEF ELECTION TRAINING		\$95.00
Invoice	010126	1/14/2026			
Transaction Date	1/21/2026		Town Bank	1110300	<b>Total</b> \$95.00
Refer	13673	WAUKESHA CO SHERIFF S DEPT	Ck# 110261	1/15/2026	
Cash Payment	R 001-4362000	Court Fines - Expense	BAIL FOR PHYLNEESHA BANKHEAD		\$310.00
Invoice	010126	1/13/2026			
Transaction Date	1/15/2026		Town Bank	1110300	<b>Total</b> \$310.00
Refer	13807	WAUWATOSA, CITY OF	-		
Cash Payment	E 001-5423120	StreetLights-electric	COST SHARE WITH TOSA		\$90.08
Invoice	9606	1/7/2026			
Transaction Date	1/22/2026		Town Bank	1110300	<b>Total</b> \$90.08
Refer	13808	WESTERN CULVERT & SUPPLY IN	-		
Cash Payment	E 005-5813500	Infrastructure Maintenanc	PIPES FOR 2026 PAVING PROJECT AREA		\$9,697.80
Invoice	074593	1/19/2026			
Transaction Date	1/22/2026		Town Bank	1110300	<b>Total</b> \$9,697.80
Refer	13677	WESTERN RACQUET CLUB	Ck# 110265	1/15/2026	
Cash Payment	E 008-5223550	EMS Drill Payments	EMS HOLIDAY PARTY		\$2,446.89
Invoice	3500	1/8/2026			
Transaction Date	1/15/2026		Town Bank	1110300	<b>Total</b> \$2,446.89
Refer	13803	WI DEPT OF JUSTICE -TIME	-		
Cash Payment	E 001-5203315	ProPhoenix /TIME	TIME ACCESS CHARGE QUARTERLY CHARGE		\$422.25
Invoice	19635	1/10/2026			
Transaction Date	1/22/2026		Town Bank	1110300	<b>Total</b> \$422.25

Fund Summary

	1110300	Town Bank
001 General Fund		\$332,678.53
002 Sewer Fund		\$155,020.50
005 Stormwater Operation Fund		\$11,963.05
006 Library Operating Fund		\$15.03
007 5 Year Capital Fund		\$270,808.71
008 Emergency Medical Service		\$3,197.89
009 Donation Fund		\$4,000.00
		<b>\$777,683.71</b>

Pre-Written Checks	\$183,843.36
Checks to be Generated by the Computer	\$593,840.35
<b>Total</b>	<b>\$777,683.71</b>