

Common Council MEETING AGENDA



June 13, 2023 - 6:04 PM
(Following the 6pm Committee of the Whole Meeting)
City Hall
Council Chambers

Amended: 6/12/2023 @ 10:40 AM
Published: 6/9/2023

AGENDA

1. **PRIVILEGE OF THE FLOOR**
2. **CALL TO ORDER, PLEDGE OF ALLEGIANCE**
3. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
4. **APPROVAL OF MINUTES**
 - A. May 23, 2023 Common Council Meeting Minutes
5. **REPORTS**
 - A. City Clerk
 - B. Council President
 - C. Mayor
6. **COMMUNICATIONS**
 - A. Linskens Claim
7. **PARKS, BUILDINGS & GROUNDS COMMISSION**
 - A. (7) Discussion and Recommendation to Common Council - KH UA-2300965 Educators Credit Union - 16400 W Al Sitgler Parkway - Community Shred Event scheduled for September 9, 2023 at Malone Park
8. **MAYORAL APPOINTMENTS**
 - A. Discussion and Possible Action to approve the Mayoral Appointments per the list as presented
9. **DEFERRED, REFERRED & TABLED ITEMS**
10. **ITEMS REMOVED FROM CONSENT AGENDA, if any**
11. **CONSENT AGENDA-----**
 - A. *Items under the Consent Agenda have passed unanimously by the Committee of the Whole. Items not passed by a unanimous vote will be removed from consent agenda and will be considered separately.*
12. **MINUTES**
 - A. May 23, 2023 Committee of the Whole Meeting Minutes
13. **UTILITY & FINANCE**
 - A. Discussion and recommendation to the Common Council approval of the June 14th, 2023 Water Utility claims in the amount of \$160,761.36, Sewer Utility claims in the amount of \$1,381.98 and General City claims in the amount of \$1,191,341.32. US Bank VISA EFT of \$18,622.31.
14. **LICENSES & PERMITS**
 - A. Discussion and recommendation to the Common Council approval of the alcohol license applications for the licensing year of July 1st, 2023 to June 30th, 2024 per the list as presented

15. MISCELLANEOUS

- A. Police Department Update by Chief Hingiss
- B. Set goals and directives for 2024 budget, including tax levy target.

16. END CONSENT AGENDA-----

17. CLOSED SESSION

- A. The basis for the items to be discussed in Closed Session are as enumerated in Section 19.85(1)(g) of the Wisconsin State Statutes (g) Conferring 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 in which it is or is likely to become involved, more specifically:
- B. Discussion re: Rickert Claim

18. RECONVENE TO OPEN SESSION

- A. Discussion and possible action re: Rickert claim

19. ADJOURN

Supplemental Information:

- The meeting agenda and agenda packet are available online at www.NewBerlin.org. The minutes are published online and are approved at the next regularly scheduled meeting.
- It is possible that action will be taken on any of the items on the agenda and that the agenda may be discussed in any order.
- You may provide comments to the City Clerk via email at CitizenComments@NewBerlin.org. Comments will be forwarded to the Mayor and members of the governing body. Emailed comments are not read during the meeting.
- The City of New Berlin strives to host inclusive, accessible meetings that enable all individuals to engage and participate fully. Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible, please contact City Clerk Rubina R. Medina at (262) 786-8610 or via email at CityClerk@NewBerlinWI.gov at least 48 hours before the scheduled meeting time. Efforts will be made to accommodate the needs of disabled individuals through appropriate aids and/or services.
- It is also possible that members of and possibly a quorum of other governmental bodies of the municipality 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.



Common Council MEETING MINUTES

May 23, 2023 - 6:05 PM
City Hall
Council Chambers

Please note: Minutes are unofficial until approved at the next regular scheduled meeting.

MINUTES

1. PRIVILEGE OF THE FLOOR

None.

2. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mayor Ament called the Common Council meeting to order at 6:08 PM and led the Pledge of Allegiance.

3. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

City Clerk Rubina R. Medina took the roll call as follows:

Present: Alderperson Hopkins, Alderperson Maxey, Alderperson Harenda, Alderperson Horbinski, Alderperson Kroupa, Alderperson La Fever

Excused: Alderperson Stribl

Staff Present: City Attorney Mark Blum, City Clerk Rubina Medina

The City Clerk stated that there was a quorum present and the meeting was properly noticed.

4. APPROVAL OF MINUTES

A. May 9, 2023 Common Council

MOTION: Motion to approve

VOTE: Motion by: Kroupa
Second by: Maxey
Motion 6-0

5. REPORTS

A. City Clerk

No report.

B. Council President

No report.

C. Mayor

Mayor's Report
5/23/23 CC Meeting

- **Monday May 29th at 11:00 a.m.**, all are welcome to attend the **Memorial Day Event at Highland Memorial Park** located at 14875 W Greenfield Avenue. The VFW Post #5716 will perform their **Memorial Ritual Service** including a rifle salute,

flags will be distributed, dignitaries will address the crowd, a Toast to the Flag shall be performed, music will be provided by the New Berlin Community Band and much more. This event will also have a flyover of WWII planes, weather permitting. Seating will not be provided, so lawn chairs are recommended – a shuttle will be available in the Cemetery for those needing assistance to and from their vehicles.

- Just a reminder that City Hall will be closed for the following dates:

Monday May 29th in observance of **Memorial Day**.

Tuesday, June 6th from 11:30 AM - 1:30 PM for an all-staff meeting

- On **Tuesday May 30th from 6:00 p.m. until 8:00 p.m.**, the **New Berlin Library** will be hosting a **Container Gardening** class taught by an expert Horticulturalist. The class will teach the basics and benefits of container gardening. For more information, please contact the New Berlin Library at (262) 785-4980.
- Also as a reminder, the third installment of Real Estate Taxes is due **May 31st**. Please note that reminders are NOT sent out for this 3rd installment due date.
- The **New Berlin Fire Department** has kicked off its annual **Peanut Butter Drive** to benefit the **New Berlin Food Pantry**. Donations will be accepted through July 4th. The Fire Department will be at Pick & Save (15445 W. National Ave.) on June 2nd, 10th, and June 12th from 10:00 a.m.- 12:00 p.m. collecting donations. They also have donation bin located in the lobby of fire administration building. For more details, please contact the Fire Department at (262) 785-6120.
- Finally, it is with great sadness that I report that our **New Berlin Police Department's K9 Condor** passed away on May 17th. Condor served on the New Berlin Police Department for 10 years working with Sergeant JJ Ament. On behalf of the Common Council and the City of New Berlin Staff, we thank Condor for his service and especially his dedication to the New Berlin Police Department and keeping the City of New Berlin safe. Condor you will be missed!

6. COMMUNICATIONS

- A. Communication received from Acuity Insurance re: Rickert Claim
No discussion.

7. BOARD OF PUBLIC WORKS

- A. Item 06-23 Approval of the Development Agreement with John Jewell of 424 Investments, LLC for the Hilltop Drive Extension

MOTION: Motion to approve

VOTE: Motion by: Horbinski
Second by: Maxey
Motion 6-0

8. GOLF COURSE COMMISSION

- A. Discussion and possible recommendation to Common Council to rename the New Berlin Hills Golf Course Bar and Banquet area in honor of Ted Wysocki, former New Berlin Mayor and Commission Chairman

MOTION: Motion to approve

VOTE: Motion by: Hopkins
Second by: Horbinski
Motion 6-0

9. PLAN COMMISSION

- A. Recommend to Common Council adoption of a resolution approving the Autumn Trace Subdivision Preliminary Plat for the property located at 4908 S. Calhoun Road (Tax Key #: 1258.999), subject to the application, plans and conditions on file

MOTION: Motion to approve

VOTE: Motion by: Harenda
Second by: Kroupa
Motion 6-0

10. SAFETY COMMISSION

- A. Discussion and possible recommendation to the Common Council to approve 2 yield signs on Katherine Drive (northbound/southbound at Pleasant Drive) due to safety concerns

MOTION: Motion to approve

VOTE: Motion by: Kroupa
Second by: Maxey
Motion 6-0

11. RECREATION COMMISSION

- A. Discussion and possible action to recommend to the Common Council approval of the 2023 Fall Program Fees

MOTION: Motion to approve

VOTE: Motion by: Harenda
Second by: Horbinski
Motion 6-0

12. SAFETY SATURDAY

- A. Discussion and possible action to recommend to Common Council approval of Ordinance 2670 to amend Section 6-25 A, of the City Code regarding the membership of the Safety Saturday Committee

MOTION: Motion to approve

Ald. Hopkins thanked Rubina and Joelle for getting this item on the agenda this evening.

VOTE: Motion by: Hopkins
Second by: Kroupa
Motion 6-0

13. MAYORAL APPOINTMENTS

- A. Discussion and Possible Action to approve the Mayoral Appointments per the list as presented

MOTION: Motion to approve

VOTE: Motion by: Harenda
Second by: Kroupa
Motion 6-0

14. DEFERRED, REFERRED & TABLED ITEMS

15. ITEMS REMOVED FROM CONSENT AGENDA, if any

16. CONSENT AGENDA-----

- A. *Items under the Consent Agenda have passed unanimously by the Committee of the Whole. Items not passed by a unanimous vote will be removed from consent agenda and will be considered separately.*

MOTION: Motion to approve consent agenda

VOTE: Motion by: Horbinski
Second by: Kroupa
Motion 6-0

17. MINUTES

- A. May 9, 2023 Committee of the Whole

18. UTILITY & FINANCE

- A. Discussion and recommendation to the Common Council approval of the May 24th, 2023 Water Utility claims in the amount of \$27,731.08, Sewer Utility claims in the amount of \$9,355.54 and General City claims in the amount of \$1,296,360.80. We Energies EFT of \$59,593.03

19. LICENSES & PERMITS

- A. Discussion and recommendation to the Common Council approval of the alcohol license applications for the licensing year of July 1st, 2023 to June 30th, 2024 per the list as presented
- B. Discussion and recommendation to the Common Council to approve the Extension of Premise application for Mary's Caddyshack on June 17th (2pm - 8pm), July 15th (1pm - 8pm), and September 24th (2pm - 8pm) for the parking lot area
- C. Discussion and recommendation to the Common Council approval of a Loudspeaker Permit extension to 11:00 pm for Chris Czarnecki of 12820 W Ohio Drive for a graduation party to be held on July 15, 2023

- D. Discussion and recommendation to the Common Council approval of a Loudspeaker Permit extension to 11:00 pm for St. Elizabeth Ann Seton located at 12700 W. Howard Avenue for the Fun Fest Celebration to be held on July 28, July 29, and July 30, 2023
- E. Discussion and recommendation to the Common Council approval of a Loudspeaker Permit extension to 11:00 pm for Ojibwa Bowhunters located at 30455 S. Johnson Road for a pig roast event on June 17th and a birthday party event on June 24th, 2023

20. MISCELLANEOUS

- A. Discussion and recommendation to the Common Council re: the RAS for the approval of Ordinance No. 2671, an Ordinance to amend Chapter 24 of the City of New Berlin Municipal Code relative to Emergency Management
- B. Discussion and recommendation to the Common Council re: the RAS for the approval of Ordinance No. 2672, an Ordinance to amend Chapter 133 of the City of New Berlin Municipal Code relative to Hazardous Material

21. END CONSENT AGENDA-----

22. ADJOURN

MOTION: Motion to adjourn at 6:29 PM.

VOTE: Motion by: Kroupa
Second by: Horbinski
Motion 6-0

*Respectfully Submitted,
Rubina R. Medina, City Clerk*

REQUESTED ACTION STATEMENT

TO: Mayor David Ament
Common Council

FROM: Gregory W. Kessler, AICP - Director

DATE: June 27, 2023

ISSUE: Approval of a lease agreement with Educators Credit Union for the use of City-owned lands for a public document shredding event.

REQUESTED: Recommend to the Common Council the approval of a lease agreement with Educators Credit Union for the use of City-owned lands for a public document shredding event located at Malone Park on September 9, 2023.

FISCAL IMPACT: Not applicable. Educators Credit Union has requested the use of orange traffic cones. These can be provided but will be positioned by Educators Credit Union staff the morning of the event.

RATIONALE: Each year, Educators Credit Union ("Educators") puts on a "Shred Day" event as a way to give back to the community by providing a secure and recyclable way to dispose of sensitive paperwork/information. As this event has grown over the years, Educators reached out to the City to see if they could use a parking lot in Malone Park as it would provide more space to accommodate shred trucks and a large number of vehicles, as people come to drop off their materials.

The City has coordinated with Educators and determined that Saturday September 9, 2023 was the best day for this event, as it would not conflict with any other major activity at Malone Park. The parking lot to be used is just west of the basketball courts and north of the gazebo. The parking lot would be reserved for this event from 7:30 am to noon with the actual hours of operation being from 8:30 am to 11:30 am. The event is for Educators Credit Union members, as well as New Berlin residents. Educators anticipates anywhere from 200-500 people during the event.

A copy of the lease agreement and the event site plan are included with this RAS. Educators shall provide evidence of insurance coverages prior to the issuance of the Temporary Use Approval Permit. Educators has reserved this space on this date with the Recreation Department. The parking lot would still be accessible and useable by the public visiting the park.

LEASE AGREEMENT

This Lease Agreement (“Agreement”) is made and entered into this _____ day of _____, 2023, by and between the CITY OF NEW BERLIN, a Wisconsin municipal corporation, with its principal office and place of business located at 3805 South Casper Drive, New Berlin, Wisconsin, 53151 (hereinafter referred to as the “City”) and EDUCATORS CREDIT UNION, with its principal office and place of business located at 1326 Willow Road, Sturtevant, Wisconsin, 53177 (hereinafter referred to as the “Educators”).

WHEREAS, the City of New Berlin operates Malone Park adjacent to Casper Drive and Al Stigler Parkway; and

WHEREAS, Educators has applied to the City of New Berlin for a permit to conduct a public document shredding event in the parking area at Malone Park on September 9, 2023 in the location as noted in the attached map, Exhibit A; and

WHEREAS, the City is agreeable to permitting the use of the parking areas in Malone Park for said event, subject to the approval by the City of New Berlin Common Council, as well as the terms and conditions of this Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do hereby covenant and agree as follows:

1. Educators and their contractor (the entity performing the shredding will be Proshred) shall be permitted to use the parking areas at Malone Park (hereinafter the “Parking Area”) on September 9, 2023 from 7:30 a.m. to noon., solely for the purpose of accommodating a public document shredding event.

2. Educators warrants and represents that the Parking Area will only be used for the public to drive up and drop off their documents for shredding and for Staff of Educators and their contractor to collect those documents.

3. Educators further warrants and represents that all activities engaged in at the Parking Area on said date shall be in conformance with applicable City Ordinances, Wisconsin State Statutes and regulations of other governmental entities with jurisdiction.

4. Educators shall supervise the Parking Area throughout the duration of its use thereof and will restore the Parking Area to the condition that existed before the commencement of the event, reasonable wear and tear excepted.

5. Educators agrees to hold the City, its officers, employees, agents and assigns harmless and will indemnify the City as and against any and all claims, actions, demands, causes of action and costs and expenses, including actual attorney fees, arising from the City’s approval of this Agreement and Educators’ use, and that of their contractor, of the Parking Area at Malone Park as provided for hereunder.

6. Educators, and any contractor which they may retain to provide services for this event, warrant and represent that it will repair any damage done to the Parking Area during the course of its use as provided for under this Agreement. Said repairs shall be completed as soon as reasonably practical, but not less than thirty (30) days following notice by the City of the damage.

7. Educators and their contractor agree to each obtain public liability insurance coverage to insure their use and that of the public of the Parking Area as provided for hereunder. Said liability insurance coverage shall provide limits of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate. Educators and their contractor shall provide a valid endorsement issued by the insurer, indentifying the City has an Additional Insured on said policy on a primary, non-contributory basis. Educators shall require that the entity providing the shredding service shall carry liability insurance as provided for in this paragraph, which coverage shall list the City of New Berlin as an Additional Insured. They will also be required to provide evidence of automobile liability insurance coverage relative to the vehicles being utilized in the event.

8. This Agreement shall be governed and construed in accordance with the laws of the State of Wisconsin.

9. This Agreement may be terminated in the event of breach by either party upon thirty (30) days written notice.

10. This Agreement represents the complete understanding of the parties with respect to the subject matter set forth herein and may only be modified by in a written agreement executed by both parties and approved by the New Berlin Common Council.

11. This Agreement may not be assigned without the expressed written consent of the City of New Berlin.

12. The parties acknowledge that there are no third-party beneficiaries to this Agreement.

CITY:
City of New Berlin

EDUCATORS:
Educators Credit Union

By: _____
David Ament, Mayor

By: _____

Print Name & Title

By: _____
Rubina Medina, Clerk





DATE: June 5, 2023

TO: Rubina Medina
City Clerk

FR: Mayor Dave Ament

RE: Mayoral Appointments for the June 13, 2023 Common Council Mtg

Library Board

Jill Kawala
13625 W Graham St.
New Berlin, WI 53151
414-698-0438
braverhome@gmail.com
(Re-Appointment)

Expiration Date

6/30/2026

For Office Purposes Only						
TT	Eml	Web	Provov	Ltr	Ethcs	HB

Library Board

Nathan Jung
4555 S Hearth Ridge Dr.
New Berlin, WI 53151
773-896-7303
najung@wisc.edu
(Re-Appointment)

Expiration Date

6/30/2026

For Office Purposes Only						
TT	Eml	Web	Provov	Ltr	Ethcs	HB

Library Board

Ruth Bock
14852 W Arrowhead Lane
New Berlin, WI 53151
262-395-4493
jrb52@wi.rr.com
(Re-Appointment)

Expiration Date

6/30/2026

For Office Purposes Only						
TT	Eml	Web	Provov	Ltr	Ethcs	HB



Committee of the Whole MEETING MINUTES

May 23, 2023 - 6:00 PM
Council Chambers
3805 S. Casper Drive

Please note: Minutes are unofficial until approved at the next regular scheduled meeting.

MINUTES

1. CALL MEETING TO ORDER

Mayor Ament called the meeting to order at 6:00 PM.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

City Clerk Rubina R. Medina took the roll call as follows:

Present: Alderperson Hopkins, Alderperson Maxey, Alderperson Harenda, Alderperson Kroupa, Alderperson Horbinski, Alderperson La Fever

Excused: Alderperson Stribl

Staff Present: City Attorney Mark Blum, City Clerk Rubina Medina

The City Clerk stated that there was a quorum present and the meeting was properly noticed.

3. APPROVAL OF MINUTES

A. May 9, 2023 Committee of the Whole

MOTION: Motion to approve

VOTE: Motion by: Kroupa
Second by: Harenda
Motion 6-0

4. UTILITY & FINANCE

A. Discussion and recommendation to the Common Council approval of the May 24th, 2023 Water Utility claims in the amount of \$27,731.08, Sewer Utility claims in the amount of \$9,355.54 and General City claims in the amount of \$1,296,360.80. We Energies EFT of \$59,593.03

MOTION: Motion to approve

VOTE: Motion by: Kroupa
Second by: La Fever
Motion 6-0

5. LICENSES & PERMITS

A. Discussion and recommendation to the Common Council approval of the alcohol license applications for the licensing year of July 1st, 2023 to June 30th, 2024 per the list as presented

MOTION: Motion to approve

VOTE: Motion by: Hopkins
Second by: Horbinski
Motion 6-0

- B. Discussion and recommendation to the Common Council to approve the Extension of Premise application for Mary's Caddyshack on June 17th (2pm - 8pm), July 15th (1pm - 8pm), and September 24th (2pm - 8pm) for the parking lot area

MOTION: Motion to approve

VOTE: Motion by: Hopkins
Second by: Horbinski
Motion 6-0

- C. Discussion and recommendation to the Common Council approval of a Loudspeaker Permit extension to 11:00 pm for Chris Czarnecki of 12820 W Ohio Drive for a graduation party to be held on July 15, 2023

MOTION: Motion to approve

VOTE: Motion by: Horbinski
Second by: Kroupa
Motion 6-0

- D. Discussion and recommendation to the Common Council approval of a Loudspeaker Permit extension to 11:00 pm for St. Elizabeth Ann Seton located at 12700 W. Howard Avenue for the Fun Fest Celebration to be held on July 28, July 29, and July 30, 2023

MOTION: Motion to approve

VOTE: Motion by: Horbinski
Second by: Harenda
Motion 6-0

- E. Discussion and recommendation to the Common Council approval of a Loudspeaker Permit extension to 11:00 pm for Ojibwa Bowhunters located at 30455 S. Johnson Road for a pig roast event on June 17th and a birthday party event on June 24th, 2023

MOTION: Motion to approve

VOTE: Motion by: Kroupa
Second by: Harenda
Motion 6-0

6. MISCELLANEOUS

- A. Discussion and recommendation to the Common Council re: the RAS for the approval of Ordinance No. 2671, an Ordinance to amend Chapter 24 of the City of New Berlin Municipal Code relative to Emergency Management

MOTION: Motion to approve

VOTE: Motion by: Harenda
Second by: Maxey
Motion 6-0

- B. Discussion and recommendation to the Common Council re: the RAS for the approval of Ordinance No. 2672, an Ordinance to amend Chapter 133 of the City of New Berlin Municipal Code relative to Hazardous Material

MOTION: Motion to approve

VOTE: Motion by: Harenda
Second by: Maxey
Motion 6-0

7. **ADJOURN**

MOTION: Motion to adjourn at 6:07 PM.

VOTE: Motion by: La Fever
Second by: Kroupa
Motion 6-0

*Respectfully Submitted,
Rubina R. Medina, City Clerk*

RENEWAL ALCOHOL LICENSE APPLICANTS

Council Meeting Date: June 13, 2023

The below individuals hereby make application to the Common Council of the City of New Berlin for an Alcohol License and premise description as described below subject to Wisconsin Statutes and City of New Berlin Ordinances for the period ending June 30, 2024. Licenses are issued by the City Clerk pending all requirements are met and fees paid.

Page: 1

Trade Name	Invited Agent	Applying for License
1. Tail Spin, LLC.	Jennifer Halverson	"Class B" - Combo
Location:	Premise Description: Two story cement block building. Serve alcohol on both levels. Many closets for storage and basement. Downstairs cooler, office, liquor room, kitchen area, behind bar. Consumption: bar/dining, basement, bathroom, pick table area outside of front door.	
2. MOD Super Fast Pizza Wisconsin LLC	Laura Martinez Bravo	Class "B" - Beer
Location:	PREMISE DESCRIPTION: The building is a one story building in a shopping center. Food and alcoholic beverages will be sold and consumed throughout the restaurant public area and adjacent patio area. The alcohol will be stored in a controlled and locked storeroom located in the storage area at the back of the store.	
MOD Super Fast Pizza Wisconsin LLC	Laura Martinez Bravo	Class C Wine
Location:	SAME AS CLASS "B" BEER PREMISE DESCRIPTION	
3. RK One	Resham K. Singh	"Class A" Retail - Combo
Location:	PREMISE DESCRIPTION: BACK STORAGE ROOM, BEHIND THE COUNTER (CASHIER), WALK-IN COOLER. SALES IN REACH-IN DOORS (LOCKABLE) , BEHIND THE COUNTER	
4. Princeton Club Of New Berlin LLC	Renee M. Warzon	"Class B" - Combo
Location:	PREMISE DESCRIPTION: BAR AREA, OUTDOOR POOL DECK, STORAGE ROOM	
5. Prospect Hill Pub & Eatery, LLC	Kimberly M. Mathy	"Class B" - Combo
Location:	Premise Description: Beer Coolers/Liquor displays in main bar, Beer cooler in basement, Liquor in basement liquor room Establishment was previously licensed by RK&H Hospitality dba Brew Berlin Pub. License was surrendered to the City of New Berlin Clerk's Office on 3/8/2021. New application was submitted by Kimberly Mathy for Prospect Hill Pub & Eatery. Approved by the Common Council on 3/23/2021.	
6. Quick Trip Pantry, Inc.	Resham K. Singh	"Class A" Retail - Combo
Location:	PREMISE DESCRIPTION: BACK STORAGE ROOM, WALK-IN COOLER. SOLD THROUGH REACH-IN COOLER (LOCKED). BEHIND THE COUNTER.	
7. Target Corporation	Jeffrey Bolden	"Class A" Retail - Combo
Location:	PREMISE DESCRIPTION: ONE STORY BUILDING; STORED IN GROCERY DEPARTMENT AISLES AND COOLERS; SOLD AT FRONT CHECKLANES AND DEDICATED CURBSIDE PICKUP PARKING SPACES IN FRONT OF LOT.	

2023 Common Council Update



Chief Jeff Hingiss



Department Mission Statement

“The mission of the New Berlin Police Department is to protect the lives and property of the people we serve and prevent crime through our partnership with the community”



Vision Statement

“The vision of the New Berlin Police Department is to be regarded as a leader in law enforcement through a commitment to professionalism, training, and community oriented policing.”



Value Statement

Core Set of Values:

Human Dignity

Integrity

Community Partnership

Leadership



2022 Accomplishments

-  Promotions
-  BWC Implementation/Redaction Training
-  Flock Research
-  Safety Saturday
-  Fourth of July (Fireworks Contingency)
-  Drone Program
-  Personnel



Additional 2022 Retirements & Promotions





2022 Sworn Additions





“Hire for character, train the rest!”

Rick Ballistreri, CVMIC



Pre-Hiring

- Application/Background
- Orientation
- Academy
- In-house Mini-academy
- Field Training
- Probation

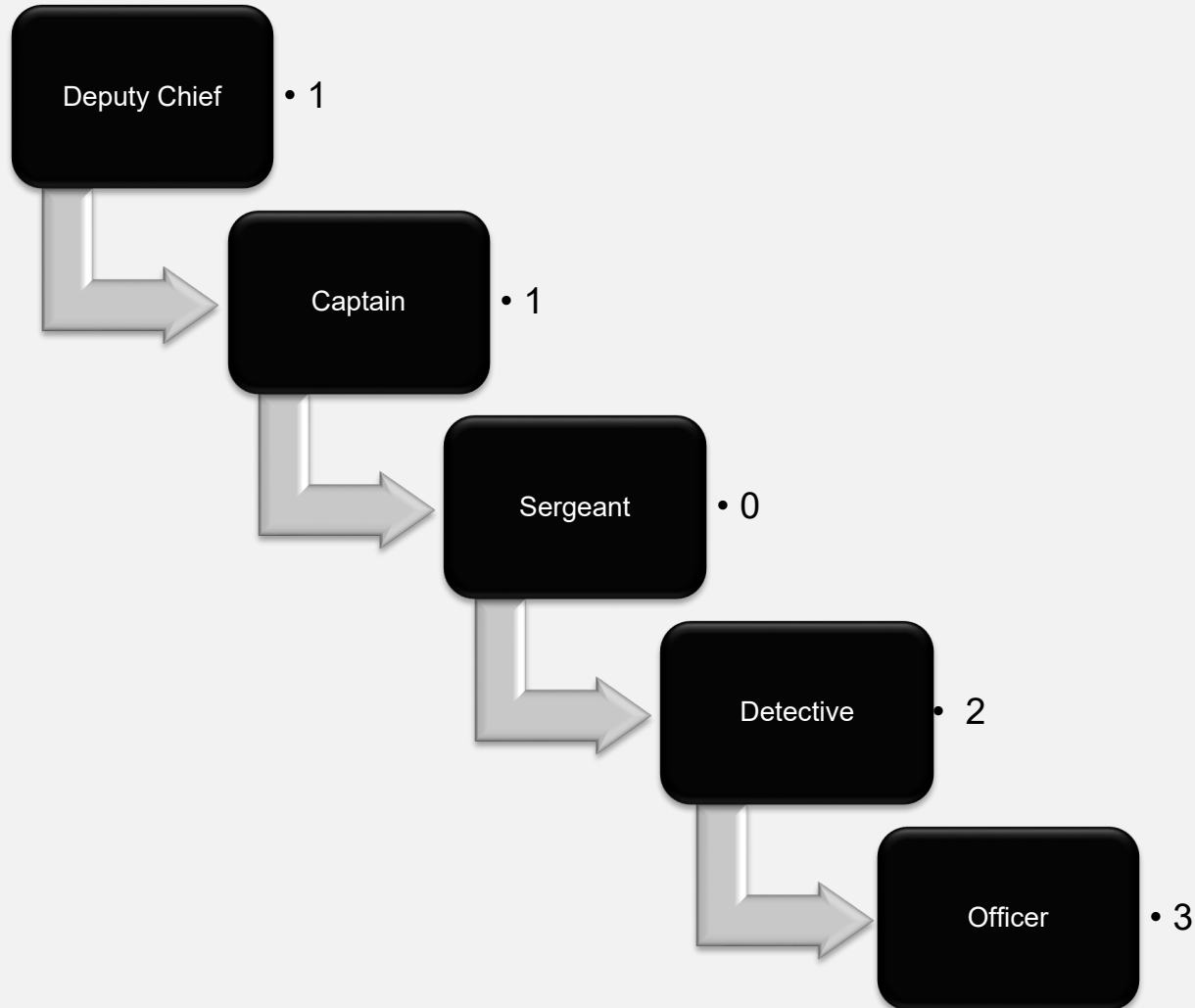


Sworn Staffing

- Field Training: 2
- Recruit Training: 1 in July
- Hiring: 1
- Retiring 2023: 0
- Retiring 2024: ?
- Detective Promotions



NBPD Retirements “Fully Eligible” 2023 - 2027





Non-Sworn Positions

-  2 Records Clerk – Now
-  1 PT Court Liaison
-  1 Records Retiring
-  1-3 Police Aides



Professionalism





Fleet Cameras





Flock Cameras





Weapon Transition





Building Upgrades

-  Roof Repairs
-  Boiler System
-  Wallpaper
-  Carpet
-  Grading
-  Horizon
 - Women's Locker Room
 - Clerical Area
 - Fencing



2023 Significant Dates

- 05/20/23: Safety Saturday
- 06/08/23: Local Torch Run
- 06/10/23: DARE Brewer Game
- Fourth of July
- 08/02/23: Fall Recruit School Begins
- 08/11/23: CA Golf Outing
- 09/05/23: Fall Citizen's Academy Begins
- 10/28/23: Fall Drug Take Back
- 11/14/23: Fall Citizen's Academy Graduation



Department of Finance
3805 South Casper Drive
P.O. Box 510921
New Berlin, Wisconsin 53151-5097

(262) 797-2448
Fax (262) 786-6121
www.newberlin.org

June 13, 2023

TO: Mayor Ament
Common Council

FROM: Ralph Chipman
Finance Director

Re: 2024 Budget Projection

Attached is supporting documentation and analysis for the budget projection, a brief explanation of each follows.

"A" Budget assumptions

- These are the basic assumptions used to prepare the projection. Some highlights:
- ✓ Health insurance 9% increase - every 1% changes costs \$30k.
 - ✓ Wisconsin retirement unchanged, final number won't be in until September.
 - ✓ Fire & police union contracts expired 12/31/22 increases have been included.
 - ✓ Revenues increase with improved economy, increase in interest rates, - state aid increased \$585k based on current State budget proposal.

All personnel changes to date have been accounted for; everything else is status-quo.

"B" High level overview of projection. Very similar to the first page of the budget document, with a variance column.

"C" Spending summary by category. The breakdown of how money is spent, remains remarkably consistent.

"D" Debt service projection. First three columns are actual, the rest are based on the adopted 2023 Capital projects budget (years 2024-27 are very changeable, but are the best available information at this time). No provision has been made for a new DPW building or Section 34/35. The funding sources of impact fees are limited to the available funds on hand, the debt service fund uses \$100,000 of room tax funds. The golf course and TIF district cover their share of debt service.

"E" Fund Balance projection. Shows projected fund balance and a 5 year history of the city's fund balance. For comparison purposes, Brookfield, Muskego, Greenfield, & Beloit are also shown. This number is very important to Moody's rating agency.

"F" Levy Limit Projection. This calculates the city's levy capacity under the state levy limit laws. The city has historically levied less than the maximum allowable, and issues debt yearly, which has left us substantially under the legal limit.

"G" Budget Timetable. Proposed budget timetable based on prior year schedules. The public hearing would be November 7th with final Council approval November 14th. There is flexibility in the schedule if more time is necessary.

Expenditure restraint calculation. The City no longer qualifies for this program. There are two criteria to be eligible a) the equalized tax rate must be above \$5/thousand and b) the increase in general fund budgeted expenses must be less than the sum of 60% of the percent increase in net new construction plus the consumer price index. In 2023 this number was 8.42%. The city's equalized tax rate is only \$4.60/thousand.

2024 Budget Assumptions

Expenses:

Health insurance increase 9% - every 1% change equals \$29,780, this could get worse due to a combination of inflationary increase & utilization history

WRS – no increase, final rates adopted in September

Wage increases same as 2023, union contracts still under negotiation

Electricity 5% increase

Utilities 3% increase

2024 CIP Borrowing - \$10m capital projects (10 year borrowing) first payment 2025

Revenues:

Assumes using \$500,000 of ARPA funds as revenue replacement in 2024

Transportation Aids – flat

Inter-facility transports – continued significant decrease

Development revenues - modest increase

Interest Income – market rates - rates have been moving up

Use of fund balance is \$1 million – consistent with previous years

Taxes:

Levy – increase based on increase in assessed value

Assessed Value – projected 1.35% increase for new construction

Impact:

Under this scenario the budget shortfall would be \$2,107,533 – which would require a 12.03% tax levy increase to cover. The increase in the tax rate would be 34 cents/thousand (5.68%) or \$93.19 on an average home.

CITY OF NEW BERLIN
PROJECTED 2024 BUDGET

EXPENDITURES	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 PROJECTED	2024 vs 2023
GENERAL GOVERNMENT	5,705,784	6,424,631	6,860,437	7,088,196	227,759
PUBLIC SAFETY	17,400,724	17,878,116	19,080,527	20,215,346	1,134,819
PUBLIC WORKS	3,922,144	4,063,939	4,384,393	4,503,916	119,523
COMMUNITY DEVELOPMENT	686,080	721,629	783,880	754,431	(29,449)
LIBRARY	1,510,725	1,543,056	1,694,415	1,748,765	54,350
PARK AND RECREATION	1,339,367	1,637,082	1,715,107	1,825,737	110,630
EQUIPMENT REPLACEMENT FUND	175,000	341,414	265,000	300,000	35,000
UNCLASSIFIED	3,406	-	300,000	300,000	-
DEBT SERVICE	8,440,549	9,022,425	10,084,647	11,155,373	1,070,726
TOTAL EXPENDITURES	39,183,779	41,632,292	45,168,406	47,891,764	2,723,358
REVENUES					
TAXES:					
GENERAL PROPERTY TAX	27,813,189	29,748,131	32,440,834	32,877,488	436,654
OTHER TAXES	842,170	772,560	836,400	781,400	(55,000)
INTERGOVERNMENTAL	3,955,367	5,294,641	5,249,437	5,558,595	309,158
LICENSES AND PERMITS	1,276,179	1,449,436	1,197,280	1,197,280	-
FINES & FORFEITURES	326,547	304,270	315,000	315,000	-
PUBLIC CHARGES FOR SERVICES	2,243,851	2,018,568	2,239,508	2,274,508	35,000
INTERDEPARTMENTAL	572,509	559,821	585,599	585,599	-
COMMERCIAL	465,487	544,659	527,433	557,433	30,000
APPROPRIATION FROM SURPLUS	1,000,000	1,000,000	1,000,000	1,000,000	-
TRANSFERS:					
GOLF COURSE RESERVE FUND	634,325	235,828	236,500	232,000	(4,500)
SCHOOL LEASE PAYMENT	78,110	78,110	-	-	-
DEBT SERVICE FUND	495,198	308,529	256,732	100,000	(156,732)
IMPACT FEE FUND	55,000	20,000	10,000	-	(10,000)
TAX INCREMENT DISTRICT	90,263	248,528	273,683	304,928	31,245
TOTAL REVENUES	39,848,195	42,583,081	45,168,406	45,784,231	615,825
			Shortfall	2,107,533	



CITY OF NEW BERLIN
Spending Summary

Category	% of Total	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 PROJECTED	% of Total
SALARIES	45.38%	17,782,804	18,495,931	19,653,085	20,953,248	43.75%
BENEFITS	16.15%	6,326,409	6,511,978	7,295,422	7,949,977	16.60%
CONTRACTUAL SERVICE	10.47%	4,103,553	4,585,096	4,730,963	5,070,067	10.60%
SUPPLIES & EXPENSES	4.78%	1,871,274	2,156,676	2,269,873	1,593,683	3.33%
CAPITAL OUTLAY	1.68%	659,190	860,186	834,416	869,416	1.82%
CONTINGENCY	0.00%	-	-	300,000	300,000	0.63%
DEBT SERVICE	21.54%	8,440,549	9,022,425	10,084,647	11,155,373	23.29%
	100.00%	39,183,779	41,632,292	45,168,406	47,891,764	100.01%

Contracted service includes:

Labor atty, audit, electricity, water, heating fuel

Supplies & Expense includes:

Cleaning supplies, Gasoline, Salt, Library books

Capital outlay:

This account includes \$250,000 for road maint, \$278,266 of police vehicles & equipment and \$300,000 for the equipment replacement fund.

PROJECTED

City of New Berlin - Total Debt

Funding sources for debt service requirements

Year ended	CURRENT			PROJECTED				Other funding Sources:		Debt			Levy	
				\$11 mil 2023 Debt Issue	\$10 mil 2024 Debt Issue	\$10 mil 2025 Debt Issue	\$10 mil 2026 Debt Issue	TID #3 Funds	TID #5 Funds	Service Funds	Golf Course	Impact Fees	General Tax Levy	Increase (Decrease)
Dec. 31 2022	Principal	Interest	Total										8,474,960	
2023	7,610,000	2,585,407	10,195,407					248,415	25,268	351,427	101,500	0	9,468,797	993,837
2024	7,395,000	2,136,803	9,531,803	1,380,000				248,228	56,700	100,000	97,000	0	10,409,875	941,078
2025	8,345,000	1,889,935	10,234,935	1,371,800	1,261,250			247,696	54,700	100,000	97,375	0	12,368,214	1,958,339
2026	8,040,000	1,623,738	9,663,738	1,378,200	1,258,975	1,261,250		226,640	57,575	100,000	-	-	13,177,948	809,734
2027	7,965,000	1,370,985	9,335,985	1,377,800	1,267,213	1,258,975	1,261,250	240,540	55,325	100,000	-	-	14,105,358	927,410
2028	7,595,000	1,133,823	8,728,823	1,370,800	1,268,538	1,267,213	1,258,975	244,513	53,300	100,000	-	-	13,496,535	(608,823)
2029	7,115,000	936,758	8,051,758	1,362,400	1,263,163	1,268,538	1,267,213	66,078	51,500	100,000	-	-	12,995,493	(501,043)
2030	5,905,000	787,717	6,692,717	1,347,600	1,256,300	1,263,163	1,268,538	60,360	49,700		-	-	11,718,257	(1,277,236)
2031	5,610,000	650,512	6,260,512	1,366,600	1,242,950	1,256,300	1,263,163	-	47,900				11,341,625	(376,633)
2032	2,550,000	534,625	3,084,625	1,353,000	1,263,325	1,242,950	1,256,300	-	51,000				8,149,200	(3,192,425)
2033	1,545,000	464,703	2,009,703	1,378,000	1,250,938	1,263,325	1,242,950						7,144,916	(1,004,285)
2034	1,545,000	418,512	1,963,512		1,277,063	1,250,938	1,263,325						5,754,837	(1,390,079)
2035	1,550,000	371,856	1,921,856			1,277,063	1,250,938						4,449,856	(1,304,981)
2036	1,550,000	324,187	1,874,187				1,277,063						3,151,250	(1,298,607)
2037	1,550,000	275,550	1,825,550										1,825,550	(1,325,700)
2038	1,550,000	225,944	1,775,944										1,775,944	(49,606)
2039	1,550,000	174,281	1,724,281										1,724,281	(51,663)
2040	1,550,000	121,531	1,671,531										1,671,531	(52,750)
2041	1,550,000	67,813	1,617,813										1,617,813	(53,719)
2042	875,000	20,234	895,234										895,234	(722,578)
													-	
	82,945,000	16,114,917	99,059,917	13,686,200	12,609,713	12,609,713	12,609,713	1,582,469	502,968	951,427	295,875	-	155,717,475	

City of New Berlin
Fund Balance Projection

12/31/2021 Balance	9,312,068	
2022 Projected	93,775	** A positive year, budgeted to use \$1M- revenues were \$39k negative, expenses were \$1,133K positive, based on preliminary numbers
12/31/2022 Balance	<u>9,405,843</u>	
2023 Budgeted Use	(1,000,000)	
12/31/2023 Projected Balance	<u>8,405,843</u>	
Required Minimum:		
44,461,377 15%	6,669,207	
Balance available for future use	<u><u>1,736,636</u></u>	** budget projection commits \$1 million of this

FUND BALANCE COMPARISON

	New Berlin	Brookfield	Muskego	Beloit	Greenfield
2012	8,209,712	14,368,435	6,078,461	11,368,655	8,338,673
2013	8,425,780	14,644,891	6,266,661	10,416,369	8,401,393
2014	8,395,712	14,996,823	3,854,185	10,134,357	9,590,850
2015	8,802,534	15,703,787	4,488,995	9,799,174	10,032,622
2016	9,313,243	16,055,800	5,402,423	9,882,262	10,037,172
2017	9,543,733	16,177,318	6,212,058	10,171,343	10,246,447
2018	10,066,614	16,969,475	6,772,267	10,730,985	9,709,160
2019	10,125,778	16,816,770	7,275,043	13,533,215	9,899,463
2020	10,129,101	16,764,434	7,760,175	15,218,843	9,205,456
2021	9,312,068	17,689,907	7,878,219	16,100,157	9,115,221

Levy Limit Capacity

	Budget Year	Total Levy	Change from Prior Year	Permitted Levy Increases ¹	Unused Capacity
Actual	2010	\$23,499,467	N/A		
Actual	2011	\$23,763,953	\$264,486	\$4,392,338	\$4,127,852
Actual	2012	\$23,997,115	\$233,162	\$5,149,108	\$4,915,946
Actual	2013	\$24,221,282	\$224,167	\$6,409,374	\$6,185,207
Actual	2014	\$24,436,282	\$215,000	\$7,428,410	\$7,213,410
Actual	2015	\$24,681,517	\$245,235	\$7,558,152	\$7,312,917
Actual	2016	\$24,968,332	\$286,815	\$7,448,617	\$7,161,802
Actual	2017	\$25,251,000	\$282,668	\$7,477,808	\$7,195,140
Actual	2018	\$25,550,392	\$299,392	\$7,470,699	\$7,171,307
Actual	2019	\$25,675,618	\$125,226	\$7,698,318	\$7,573,092
Actual	2020	\$26,592,266	\$916,648	\$8,528,479	\$7,611,831
Actual	2021	\$27,813,189	\$1,220,923	\$9,014,462	\$7,793,539
Actual	2022	\$29,748,131	\$1,934,942	\$9,510,004	\$7,575,062

Notes:

1. Levy adjustments not including net new construction.

City of New Berlin 2024 Budget Timetable

Tuesday, June 13	Common Council Sets Goals & Directives
Monday, June 26	Budget packets go out to departments
Friday, July 28	2024 Operating Budget and CIP forms and narratives Submitted to Mayor and Finance Department
Aug 1-Aug 25	2024 Department Budget reviews with Mayor
Monday, Aug 28	2024 Executive Budget to Finance Department
Friday, Sept 1	Distribute 2024 Executive Budget/CIP to Aldermen
Wednesday, Sept 20	COW Work Session
Tuesday, Oct 10	COW recommends 2024 Operating/CIP Budgets
Thursday, Oct 19	Publish – Public Notice of 2024 Proposed Budgets
Tuesday, Nov 7	Public Hearing on 2024 Proposed Budgets
Tuesday, Nov 14	Common Council Action to approve 2024 Budgets
Friday, Dec 8	Estimated Mailing – Tax Statements