

**VILLAGE OF NORTH PRAIRIE
FINANCE COMMITTEE
MEETING NOTICE & AGENDA
September 10, at 4:30 P.M.
MUNICIPAL CENTER – 130 N. HARRISON STREET
(Revised 9/8/26)**

Pursuant to the requirements of Section 19.84, WI Stats., notice is hereby given of a meeting of the Village of North Prairie Finance Committee, at which a quorum of the Village Board may be in attendance to gather information about subjects which they have decision making responsibility. Notice of Village Board Quorum, (Chairperson to announce the following if a quorum of the Village Board is in attendance at the meeting: Please let the minutes reflect that a quorum of the Village Board is present.)

1. Call to Order
2. Roll Call
3. Discussion and/or Action: Approval of Minutes: July 9, 2026 & August 12, 2026
4. Chairperson Report
5. Discussion and/or Action: Review of the monthly bills and payroll with recommendation to the Village Board
6. Discussion and/or Action: Review of the monthly Financial Statements
7. Discussion and/or Action: Review monthly journal entries & Citizen's Bank statement
8. Discussion and/or Action: Review billable reimbursements for legal, engineering, and planning fees
9. Discussion and/or Action: Update for Garbage/Recycling Fee
10. Discussion and/or Action: Purchase of New Tractor for DPW
11. Discussion and/or Action: Reimbursement and payment dates for QSEHRA Health Care benefits plan for full-time employees
12. Discussion and/or Action: Budget Workshops
13. Discussion and/or Action: Engagement letter from Ehlers Public Finance Advisors
14. Set next Finance meeting date/time
15. Motion to Adjourn

Dave Schroeder, Chair
Deborah Hall
Andy Harmann

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information, please contact the Village Office at 262-392-2271.

Submitted by: Dave Schroeder, Chair

September 8, 2026

**MEETING MINUTES FOR THE
VILLAGE OF NORTH PRAIRIE'S FINANCE COMMITTEE
JULY 9, 2026, 4:30 P.M.
MUNICIPAL CENTER – 130 N. HARRISON STREET**

- 1) Call to Order at 4:34 p.m.
- 2) Roll Call: Present: Trustee Dave Schroeder, Trustee Andy Harmann. Excused: Trustee Debbie Hall. Other Attendees: Administrator Etten and one resident.
- 3) Chairperson Report to Committee. Discussion only. No action taken.
- 4) Approval of Minutes: For June 11, 2026. Motion by Schroeder to accept minutes as presented, second by Harmann. Motion carried.
- 5) Discussion and/or Action: Review of monthly bills with recommendation to the Village Board. Schroeder made a motion to recommend to the Board approval of July 9, 2026, payables for payment of invoices and payroll in the amount of \$97,580.24, checks 20931 - 20974, including two voided checks 20932 and 20945 (overrun). Motion seconded by Harmann. Motion carried.
- 6) Discussion and/or Action: Review monthly journal entries and Citizens Bank statements. Discussion only. No action taken.
- 7) Discussion and/or Action: Review billable reimbursements for legal, engineering and planning fees. Discussion only. No action taken.
- 8) Discussion and/or Action: Bauman Associates 2025 Audit Agreement letter with recommendation to the Village Board. Motion by Schroeder to recommend the Village Board accept and the Village President sign the 2025 audit agreement with virtual (offsite) presentation in an amount not to exceed \$21,115. Motion seconded by Harmann. Motion carried.
- 9) Discussion and/or Action: Update on Revaluation. Discussion only. No action taken.
- 10) Discussion and/or Action: Update on bank accounts with Bank First. Discussion only. No action taken.
- 11) Discussion and/or Action: Update from John's Recycling on recycling fee questions and price increase for 2027. Discussion only. No action taken.
- 12) Discussion and/or Action: Set Date for Next Meeting. August 13, 2026, 5:00 p.m.
- 13) Motion to Adjourn: Motion to adjourn at 5:36 p.m. by Schroeder, second by Harmann, motion carried.

Minutes by Chairman Dave Schroeder submitted on 8/1/26

Village of North Prairie's Finance Committee - Minutes

August 12, 2026, 5:30pm

Municipal Center- 130 N Harrison St

Pursuant to the requirements of section 19.84, WI stats., notice is hereby given of a meeting of the Village of North Prairie Finance Committee Meeting, at which a quorum of the Village Board may be in attendance to gather information about subjects which they have decision making responsibility. Notice of Village Board Quorum, (Chairperson to announce the following if a quorum of the Village Board is in attendance at the meeting: Please let the minutes reflect that a quorum of the Village Board is present.)

1. Call to order at 530 pm

2. Roll Call Present: Trustee Andy Harmann, Trustee Debbie Hall. Absent (Excused) Trustee Dave Schroeder

3. Approval of Minutes: Postponed

4. Discussion and/or Action: Renewal of Lexipol Annual Law Enforcement Policy Manual & Daily Training

Discussion only: Need to confirm that the plan was not automatically renewed and

The committee will look at this again next month

5. Discussion and/or Action: Review of the monthly bills and payroll with recommendation to Village Board

Harmann made a motion to approve the monthly bills and payroll in the amount of \$155,346.97 ck# 20975-21019. Motion seconded by Hall. Motion carried

6. Discussion and/or action: Review monthly journal entries & Citizens Bank statement

Discussion only no action taken

7. Discussion and/or action: Review Billable reimbursements for legal, engineering, and planning fees

Discussion only no action taken for Legal, Engineering will be re-reviewed next month

8. Discussion and/or action: Set next Finance meeting date and time: Sep 10th, 2026, 5pm

9. Motion to adjourn: 6pm made by Harmann seconded by Hall. Motion Carried

Submitted by: Andy Harmann

VILLAGE OF NORTH PRAIRIE

CHECK REGISTER APPROVAL - A/P & P/R

10-Sep-26

Last Check Approved on:

08/12/26

21019

Checks Approved for:	10-Sep-26	Ck #21020 - 21074
Accounts Payable Checks	\$ 450,028.72	21020-21059, 21072-21074
Payroll Checks	\$ 11,699.24	21060-21071
Payroll Tax Liability/Benefits	\$ 10,089.79	
Total Check Run Approved	\$ 471,817.75	

VOID Check(s): 1

Over Run #21030

Village of North Prairie
General Fund - Statement of Expenditures
For the Eight Months Ending August 31, 2026

Date Printed: September 4, 2026

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>
<u>General Government</u>					
<u>Village Board</u>					
10-51100-100	VILLAGE BOARD SALARI	14,592.67	14,592.67	14,800.00	207.33
10-51100-130	SOCIAL SECURITY	1,118.25	1,118.25	1,132.00	13.75
10-51100-310	LEAGUE MEMBERSHIP	0.00	0.00	1,713.00	1,713.00
10-51100-321	MEETINGS AND SEMINA	70.00	70.00	500.00	430.00
		15,780.92	15,780.92	18,145.00	2,364.08
<u>Municipal Justice</u>					
10-51200-100	MUNICIPAL JUSTICE SAL	4,500.00	4,500.00	6,000.00	1,500.00
10-51200-120	MUNICIPAL COURT CLERK	5,655.63	5,655.63	12,600.00	6,944.37
10-51200-125	ASSISTANT CLERK	3,027.49	3,027.49	4,160.00	1,132.51
10-51200-126	TEMPORARY HELP - BAL	562.80	562.80	1,200.00	637.20
10-51200-127	VNP - STAFFING	0.00	0.00	3,600.00	3,600.00
10-51200-130	SOCIAL SECURITY	1,008.52	1,008.52	2,500.00	1,491.48
10-51200-220	UTILITIES RENT & MAIN	460.54	460.54	5,750.00	5,289.46
10-51200-310	SUPPLIES AND EXPENSE	312.00	312.00	2,000.00	1,688.00
10-51200-322	EDUCATION AND TRAINI	800.00	800.00	1,500.00	700.00
10-51200-326	DUES AND SUBSCRIPTIO	62.99	62.99	100.00	37.01
10-51200-327	COMPUTER EXPENSES	1,200.00	1,200.00	1,200.00	0.00
10-51200-328	BONDS & VISITING JUDG	0.00	0.00	100.00	100.00
10-51200-810	NEW EQUIPMENT	0.00	0.00	1,000.00	1,000.00
		17,589.97	17,589.97	41,710.00	24,120.03
<u>Legal</u>					
10-51300-210	LEGAL COUNSEL	9,913.65	9,913.65	15,530.00	5,616.35
10-51300-211	LEGAL COUNSEL-REIMB	5,384.70	5,384.70	5,000.00	(384.70)
10-51300-212	MUNICIPAL COURT	765.30	765.30	3,500.00	2,734.70
		16,063.65	16,063.65	24,030.00	7,966.35
<u>Clerk/Treasurer</u>					
10-51420-100	CLERK/TREASURER SAL	62,625.00	62,625.00	94,500.00	31,875.00
10-51420-110	DEPUTY CLERK	11,655.00	11,655.00	18,180.00	6,525.00
10-51420-130	SOCIAL SECURITY	5,851.12	5,851.12	8,620.00	2,768.88
10-51420-131	HEALTH INSURANCE	4,355.00	4,355.00	6,615.00	2,260.00
10-51420-135	RETIREMENT BENEFIT	4,551.29	4,551.29	6,804.00	2,252.71
10-51420-137	FTE INSURANCES	278.00	278.00	500.00	222.00
10-51420-200	DATA PROCESSING	2,954.57	2,954.57	5,000.00	2,045.43
10-51420-202	DOJ - BACKGROUND CKS	287.00	287.00	700.00	413.00
10-51420-233	OFFICE EQUIPMENT MAI	2,306.26	2,306.26	2,200.00	(106.26)
10-51420-310	OFFICE SUPPLIES	3,039.63	3,039.63	4,800.00	1,760.37
10-51420-315	WEB SITE DEVELOPMEN	397.50	397.50	1,000.00	602.50
10-51420-320	PUBLICATION FEES	1,335.29	1,335.29	1,200.00	(135.29)
10-51420-325	TRAINING	0.00	0.00	500.00	500.00
10-51420-328	MILEAGE	284.20	284.20	500.00	215.80
		99,919.86	99,919.86	151,119.00	51,199.14
<u>Elections</u>					
10-51440-100	POLL WORKERS	1,528.50	1,528.50	4,500.00	2,971.50
10-51440-130	SOCIAL SECURITY	17.67	17.67	100.00	82.33
10-51440-310	SUPPLIES AND EXPENSE	1,519.34	1,519.34	2,500.00	980.66
		3,065.51	3,065.51	7,100.00	4,034.49

Accounting

Village of North Prairie
 General Fund - Statement of Expenditures
 For the Eight Months Ending August 31, 2026
 Date Printed: September 4, 2026

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>
10-51510-211 AUDIT	0.00	0.00	17,000.00	17,000.00
10-51510-212 SPECIAL ACCOUNTING	900.00	900.00	10,000.00	9,100.00
10-51510-213 CONTRACTED SRVS - AC	1,675.00	1,675.00	4,801.00	3,126.00
	<u>2,575.00</u>	<u>2,575.00</u>	<u>31,801.00</u>	<u>29,226.00</u>

Village of North Prairie
General Fund - Statement of Expenditures
For the Eight Months Ending August 31, 2026
Date Printed: September 4, 2026

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>
Assessor				
10-51530-100 CONTRACTED SERVICES	8,000.00	8,000.00	12,000.00	4,000.00
10-51530-105 MANUFACTURING ASSE	0.00	0.00	700.00	700.00
10-51530-115 BOARD OF REVIEW	50.62	50.62	125.00	74.38
10-51530-390 REVALUATION	42,938.16	42,938.16	42,500.00	(438.16)
	50,988.78	50,988.78	55,325.00	4,336.22
Village Hall				
10-51600-201 QSEHRA - ADMIN	650.00	650.00	0.00	(650.00)
10-51600-220 NATURAL GAS	2,105.18	2,105.18	2,500.00	394.82
10-51600-221 ELECTRICITY	3,529.87	3,529.87	6,500.00	2,970.13
10-51600-222 TELEPHONE	2,066.38	2,066.38	2,000.00	(66.38)
10-51600-223 WATER	125.00	125.00	250.00	125.00
10-51600-233 REPAIRS & MAINTENAN	1,821.78	1,821.78	5,000.00	3,178.22
10-51600-234 BLDGS. & GROUNDS MAI	139.22	139.22	0.00	(139.22)
10-51600-239 MISC. - BANK FEES	36.00	36.00	200.00	164.00
10-51600-310 SUPPLIES AND EXPENSE	1,547.70	1,547.70	5,000.00	3,452.30
	12,021.13	12,021.13	21,450.00	9,428.87
Insurance				
10-51930-510 INSURANCE	27,343.00	27,343.00	35,314.00	7,971.00
	27,343.00	27,343.00	35,314.00	7,971.00
Other General Government				
10-51980-340 HARVEST FEST FIREWOR	0.00	0.00	5,000.00	5,000.00
10-51980-349 MISC. EXPENSES	65.00	65.00	101.00	36.00
	65.00	65.00	5,101.00	5,036.00

Village of North Prairie
General Fund - Statement of Expenditures
For the Eight Months Ending August 31, 2026
Date Printed: September 4, 2026

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>
Total General Government	245,412.82	245,412.82	391,095.00	145,682.18
<u>Public Safety</u>				
Police				
10-52100-100 SALARIES - PATROL	27,770.25	27,770.25	78,000.00	50,229.75
10-52100-110 SALARIES - ADMIN	17,231.75	17,231.75	52,000.00	34,768.25
10-52100-130 SOCIAL SECURITY	3,405.04	3,405.04	9,945.00	6,539.96
10-52100-222 TELEPHONE	1,881.92	1,881.92	2,800.00	918.08
10-52100-231 SQUAD REPAIRS AND M	585.71	585.71	1,000.00	414.29
10-52100-310 OFFICE SUPPLIES - ADM	311.46	311.46	1,800.00	1,488.54
10-52100-322 TRAINING	91.43	91.43	1,400.00	1,308.57
10-52100-323 CERTIFICATION	0.00	0.00	82.00	82.00
10-52100-325 RANGE QUALIFICATIONS	0.00	0.00	800.00	800.00
10-52100-326 DUES AND SUBSCRIPTIO	1,191.81	1,191.81	775.00	(416.81)
10-52100-340 SUPPLIES & EXPENSE - P	927.07	927.07	6,081.00	5,153.93
10-52100-341 UNIFORMS	0.00	0.00	1,500.00	1,500.00
10-52100-342 RADIO	5,135.57	5,135.57	5,100.00	(35.57)
10-52100-343 GASOLINE	535.42	535.42	3,000.00	2,464.58
10-52100-349 MISCELLANEOUS	197.99	197.99	500.00	302.01
10-52100-810 NEW EQUIPMENT	3,435.00	3,435.00	0.00	(3,435.00)
	62,700.42	62,700.42	164,783.00	102,082.58
Fire and Rescue				
10-52200-220 UTILITIES	9,305.90	9,305.90	10,000.00	694.10
10-52200-232 EQPT REPAIRS AND MAI	1,403.63	1,403.63	0.00	(1,403.63)
10-52200-234 BUILDING & GROUNDS	145.77	145.77	1,500.00	1,354.23
10-52200-299 CONTRACTED SERVICES	227,638.00	227,638.00	303,544.00	75,906.00
10-52200-300 FIRE DUES - 2%	17,124.78	17,124.78	16,223.00	(901.78)
	255,618.08	255,618.08	331,267.00	75,648.92
Inspection				
10-52400-120 INSPECTION FEES	22,284.51	22,284.51	29,750.00	7,465.49
10-52400-340 SUPPLIES AND EXPENSE	96.93	96.93	150.00	53.07
	22,381.44	22,381.44	29,900.00	7,518.56
Total Public Safety	340,699.94	340,699.94	525,950.00	185,250.06
<u>Highway and Transportation</u>				
Operations and Maintenance				
10-53311-100 FULL-TIME	25,000.00	25,000.00	37,500.00	12,500.00
10-53311-110 PART-TIME	2,022.26	2,022.26	3,000.00	977.74
10-53311-130 SOCIAL SECURITY	4,458.42	4,458.42	3,098.00	(1,360.42)
10-53311-131 HEALTH INSURANCE	7,418.52	7,418.52	2,625.00	(4,793.52)
10-53311-135 RETIREMENT BENEFIT	0.00	0.00	2,700.00	2,700.00
10-53311-137 FTE INSURANCES	278.00	278.00	500.00	222.00
10-53311-343 FUEL	1,645.58	1,645.58	2,510.00	864.42
10-53311-344 VEHICLE MAINTENANCE	2,576.27	2,576.27	6,000.00	3,423.73
10-53311-349 SUPPLIES AND EXPENSE	338.15	338.15	3,000.00	2,661.85
10-53311-370 ROAD REPAIRS AND MAI	800.93	800.93	2,500.00	1,699.07
10-53311-371 ROAD SIGNS AND MARKI	49.99	49.99	600.00	550.01
10-53311-372 SNOW AND ICE CONTRO	10,598.93	10,598.93	17,281.00	6,682.07
10-53420-221 STREET LIGHTING	9,963.86	9,963.86	13,500.00	3,536.14

Village of North Prairie
General Fund - Statement of Expenditures
For the Eight Months Ending August 31, 2026
Date Printed: September 4, 2026

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>
	65,150.91	65,150.91	94,814.00	29,663.09
	0.00	0.00	0.00	0.00
<u>Sanitation and Social Services</u>				
<u>Refuse Disposal</u>				
10-53620-290 REFUSE DISPOSAL	80,848.20	80,848.20	121,158.00	40,309.80
	80,848.20	80,848.20	121,158.00	40,309.80

Village of North Prairie
General Fund - Statement of Expenditures
For the Eight Months Ending August 31, 2026
Date Printed: September 4, 2026

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>
Recycling				
10-53635-290 RECYCLING GRANT EXP	34,503.72	34,503.72	51,707.00	17,203.28
10-53635-291 RECYCLING - ADVERTISI	0.00	0.00	450.00	450.00
	<u>34,503.72</u>	<u>34,503.72</u>	<u>52,157.00</u>	<u>17,653.28</u>
Weed Control				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Water System Maintenance				
10-52250-237 PUMP HOUSE	10,657.72	10,657.72	1,200.00	(9,457.72)
	<u>10,657.72</u>	<u>10,657.72</u>	<u>1,200.00</u>	<u>(9,457.72)</u>
Animal Control				
10-54100-290 ANIMAL IMPOUNDING F	1,340.59	1,340.59	1,200.00	(140.59)
	<u>1,340.59</u>	<u>1,340.59</u>	<u>1,200.00</u>	<u>(140.59)</u>
Civic Pride				
10-56700-290 CIVIC PRIDE	40.00	40.00	75.00	35.00
	<u>40.00</u>	<u>40.00</u>	<u>75.00</u>	<u>35.00</u>
Service to Aging				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Sanitation & Social Services				
	<u>192,541.14</u>	<u>192,541.14</u>	<u>270,604.00</u>	<u>78,062.86</u>
<u>Parks and Recreation</u>				
Parks				
10-55200-100 FULL-TIME	25,000.00	25,000.00	37,500.00	12,500.00
10-55200-110 PART-TIME	3,728.60	3,728.60	5,837.00	2,108.40
10-55200-130 SOCIAL SECURITY	273.48	273.48	3,315.00	3,041.52
10-55200-131 HEALTH INSURANCE	3,051.84	3,051.84	2,625.00	(426.84)
10-55200-135 RETIREMENT BENEFIT	3,588.72	3,588.72	2,700.00	(888.72)
10-55200-220 UTILITIES	2,617.97	2,617.97	3,400.00	782.03
10-55200-232 EQUIPMENT MAINTENA	3,402.17	3,402.17	4,000.00	597.83
10-55200-234 BLDG AND GROUNDS M	6,324.06	6,324.06	17,800.00	11,475.94
10-55200-340 SUPPLIES AND EXPENSE	585.51	585.51	2,250.00	1,664.49
10-55200-343 GASOLINE	1,979.07	1,979.07	2,510.00	530.93
10-55200-349 MISCELLANEOUS	155.49	155.49	0.00	(155.49)
	<u>50,706.91</u>	<u>50,706.91</u>	<u>81,937.00</u>	<u>31,230.09</u>
Recreation				
10-55300-340 SUPPLIES AND EXPENSE	519.00	519.00	0.00	(519.00)
	<u>519.00</u>	<u>519.00</u>	<u>0.00</u>	<u>(519.00)</u>
Total Parks & Recreation				
	<u>51,225.91</u>	<u>51,225.91</u>	<u>81,937.00</u>	<u>30,711.09</u>
Conservation and Development				
10-56300-100 SALARIES - PLAN COMM	800.00	800.00	1,200.00	400.00

Village of North Prairie
General Fund - Statement of Expenditures
For the Eight Months Ending August 31, 2026
Date Printed: September 4, 2026

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Variance</u>
10-56900-213 ENGINEERING FEES	0.00	0.00	2,000.00	2,000.00
10-56900-214 ENGINEERING FEES-REI	13,552.84	13,552.84	3,000.00	(10,552.84)
10-56900-215 NR 216 COMPLIANCE	8,098.00	8,098.00	7,000.00	(1,098.00)
10-56900-216 PLANNER FEES	0.00	0.00	500.00	500.00
10-56900-217 PLANNER FEES-REIMBU	0.00	0.00	500.00	500.00
	<u>22,450.84</u>	<u>22,450.84</u>	<u>14,200.00</u>	<u>(8,250.84)</u>
Unclassified				
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Capital Outlays</u>				
10-53311-820 CAPITAL OUTLAY-HIGH	372,018.46	372,018.46	485,000.00	112,981.54
	<u>372,018.46</u>	<u>372,018.46</u>	<u>485,000.00</u>	<u>112,981.54</u>
Total Expenses	<u><u>1,224,349.11</u></u>	<u><u>1,224,349.11</u></u>	<u><u>1,768,786.00</u></u>	<u><u>544,436.89</u></u>

September 2026

Proposal to Provide a Financial Management Plan to the:

Village of North Prairie, WI



Prepared by:

Ehlers
N19W24400 Riverwood Drive, Suite
100
Waukesha, WI 53188

Advisors:

Ariana Schmidt
Municipal Advisor
Casey Griffiths
Associate Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

APPENDIX B

WI FINANCIAL MANAGEMENT PLAN (FMP)

Scope Of Service

Client has requested that Ehlers & Associates to prepare a Financial Management Plan ("Project"). Ehlers & Associates proposes and agrees to provide the following scope of services:

Confirm Planning Objectives

- Prior to commencing the work, we will review our approach with Client staff to ensure that we have a full understanding of the Client's objectives, any areas of concern or focus, and desired process outcomes. If necessary, we can modify our Scope of Services to meet specific Client needs.

Gather Required Information

- To complete our work, we will need to gather certain information which may include prior year audits and budgets (generally five years); current year budget; capital improvement plans; existing debt service schedules and allocations; strategic planning documents; staffing plans; and policies pertaining to fund balance, debt management; post-issuance compliance and financial management.

Prepare Financial Model

- Based on the Client's objectives and the information available, we will prepare a Client-specific Excel-based financial planning model that includes:
 - ✓ Valuation Forecast. We will project growth in equalized value based on historical valuation trends, and anticipated potential for and timing of new development based on Client input. If applicable, "TID IN" and "TID OUT" forecasts will be provided. The impact of TID closure will be considered based on Client direction. One or more potential growth scenarios may be modeled based on Client's objectives.
 - ✓ Fund Forecasts. We will forecast revenues and expenditures for the following funds based on prior year budgetary trends. Based on the Client's objectives and the information available to us, one or more alternate fund forecasts may be developed to reflect adjustments to service levels and staffing:
 - General Fund
 - Debt Service Fund
 - Capital Improvement Fund
 - *Other funds may be added upon discussion with the Client & Ehlers at an additional cost – see further detail under "Compensation" section below.
 - ✓ Capital Planning Model. Using Client's capital improvement plans, we will prepare one or more models identifying funding sources for identified projects. Fund balances, tax levy, debt proceeds, and annual revenues will be evaluated as funding sources.

- ✓ Debt Model. We will prepare a current debt service schedule including projected debt abatement sources and tax levy requirements. To the extent that debt financing is required for capital improvement projects, the projected impact of that financing will be modeled. The model will also forecast debt limit capacity utilization and the projected impact of future debt obligations on selected debt profile indicators (for General Obligation debt).
- ✓ Consolidated Tax Levy and Rate Projection Model. A summary forecast will be provided projecting the future tax levy that would be required to support the General Fund, Capital Projects Fund, Debt Service Fund, and other levy supported funds. Based on the valuation projection model, a forecasted equalized tax rate will be provided. Future levy requirements will be tested against applicable levy and rate limits. A similar summary forecast will be provided for any enterprise funds included in the model and will include a projection of any additional revenue requirements needed to support the forecast.

Conduct Governing Body Workshops

- Up to a total of 2 workshops may be conducted concurrent with development of the financial model. The purpose of the workshops will be to present key data, observations, findings, alternatives, and recommendations, and to seek input of Governing Body members and key staff at periodic intervals before the model is finalized. Specific workshop dates, and the points at which they occur in the process, will be established in consultation with the Client based on the objectives of Client, the availability of the Governing Body and key staff, and the availability of information needed to complete the plan. Workshop duration is typically two hours, with three-to-four-week intervals between workshops. Workshops are generally more effective when held independent of other Governing Body meetings.

Final Report

- Following completion of the model and workshops, we will prepare a summary report that includes and explains all primary elements of the forecast model. The report will include a summary of key observations and recommendations. If applicable, we will recommend modifications to existing Client policies pertaining to fund balance, debt management, post-issuance compliance and financial management.

Compensation

In return for the services set forth in the "Scope of Service," Client agrees to compensate Ehlers & Associates in the amount of \$10,000. This includes 2 workshops and the Final Report. Additional funds may be added at the Clients direction at \$1,500 per fund for operating or special revenue funds, and \$5,250 per fund for utility funds.

For any service directed by Client and not covered by this, or another applicable Appendix, Ehlers & Associates will bill Client at an hourly rate that is dependent upon the task/staff required to meet Client request at no less than \$175.00/hour and not to exceed \$400.00/hour. This may include additional scenarios for each workshop. This Scope of Service includes two scenarios per workshop.

Payment For Services

For all compensation due to Ehlers & Associates, we will invoice Client for the amount due at the completion of the work. Our fees include our normal travel, printing, computer services, and mail/delivery charges. The invoice is due and payable upon receipt by the Client.

Client Engagement

If the Village finds this proposal suitable, please take the appropriate action and/or governing body approval. Please inform us of the decision and we will provide our required disclosures for signature.



Hello, Wisconsin Communities!

Fall is just around the corner and that means budget preparation season is well underway! We understand many of you have questions about correctly calculating your allowable levy under state-imposed limits. To help you prepare, we're happy to host Ehlers' 2026 Levy Limit Workshops where we will walk through each are of the Levy Limit Worksheet, as well as cover key components of the Expenditure Restraint Program.

Please review the following dates and locations for this year's workshop series and select the one that's most convenient for you to register.

Whether you choose to attend an in-person or virtual workshop, please be sure to have a copy of your community's Levy Limit Worksheet handy so you can follow along with us.

	Sept. 28th	Sept. 29th	Sept. 30th	Oct. 1st	Oct. 14th
9:00am - 11:00am		Virtual			
10:00am - 12:00pm	Waunakee				
1:00pm - 3:00pm			New Berlin		Virtual
2:30pm - 4:30pm				Eau Claire	

If you have any questions or would like more information about any of the workshops, please feel free to contact me directly.

We hope you can attend!

Ariana Schmidt
Municipal Advisor
aschmidt@ehlers-inc.com
262-796-6181