

**VILLAGE BOARD AGENDA
VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF DEERFIELD TO BE HELD AT THE
DEERFIELD VILLAGE HALL, 4 N. MAIN STREET, DEERFIELD, WISCONSIN ON
MONDAY, JANUARY 27, 2020 AT 7:00 P.M.**

- I. CALL TO ORDER – NOTING OF ROLL BY CLERK/SIGN IN SHEET**
- II. CONSENT AGENDA**
 - A. APPROVAL OF MINUTES FROM DECEMBER 2, 2019 AND JANUARY 13, 2020**
 - B. APPROVAL OF VOUCHERS**
 - C. TREASURER’S REPORT FOR DECEMBER 2019**
 - D. COMMITTEE REPORTS**
 - 1. DGEMS**
 - 2. LIBRARY**
 - 3. DEERFIELD CARES**
 - 4. FINANCE**
- III. PUBLIC APPEARANCES**
 - A. PUBLIC COMMENTS**
- IV. UNFINISHED BUSINESS, REVIEW & ACTION THERE ON**
- V. NEW BUSINESS**
 - A. RESOLUTIONS**
 - B. LICENSES & PERMITS**
 - 1. CONSIDER A REQUEST FOR AN OPERATOR’S LICENSE FOR THE PERIOD OF JANUARY 28, 2020 TO JUNE 30, 2020 FOR RAYNE M OTIS**
 - C. REVIEW & ACTION:**
 - 1. DISCUSS/CONSIDER A DEVELOPER’S AGREEMENT WITH DEERFIELD RENTALS/TERESA PELLETIER FOR 8/10 N MAIN STREET**
 - 2. DISCUSS/CONSIDER VILLAGE OF DEERFIELD’S ECONOMIC DEVELOPMENT REVOLVING LOAN PROGRAM’S MANUAL OF POLICIES AND PROCEDURES FROM JULY 1993**
 - 3. DISCUSS/CONSIDER A REQUEST FROM RAGNAR EVENTS, LLC TO HOLD THE RAGNAR RELAY CHICAGO (THE RACE) THROUGH THE VILLAGE ON SATURDAY, MAY 16, 2020**
- VI. ORDINANCES**
- VII. COMMUNICATIONS**
- VIII. STAFF REPORTS**
 - A. ADMINISTRATOR’S REPORT**
- IX. ADJOURN**

Notice is hereby given that it is possible that a majority of the Village Board or other governmental body may be present at the above meeting of the VILLAGE BOARD to gather information about a subject over which they have ultimate decision-making responsibility. If such a majority is present, it will constitute a meeting of the Village Board or other governmental body under Wisconsin's Open Meeting Laws and is hereby being noticed as such, although only the VILLAGE BOARD will take formal action at the above meeting.

If you require an interpreter, materials in alternate formats, or other accommodations to access this meeting, please contact the Village Clerk at 764-5404 at least 24 hours prior to the meeting.

Elizabeth McCredie, Clerk
Village of Deerfield

Posted (3) 1/24/2020 (Mun. Bldg, Library, Bank)

**SPECIAL VILLAGE BOARD MINUTES
VILLAGE OF DEERFIELD**

**FOR A SPECIAL MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF DEERFIELD HELD AT
THE DEERFIELD VILLAGE HALL, 4 N. MAIN STREET, DEERFIELD, WISCONSIN ON
DECEMBER 02, 2019 AT 7:00 P.M.**

CALL TO ORDER – NOTING OF ROLL BY CLERK

The meeting was called to order at 7:00pm by President Frutiger. Roll call: Evensen, Wilkinson, Tebon, McMullen, Kositzke, Wieczorek and Frutiger present. Also present: See sign in sheet on file in the Clerk's office.

CONSENT AGENDA

Motion by Evensen and seconded by Tebon to approve the December 2, 2019 agenda as posted. All ayes, motion carried.

PUBLIC APPEARANCES

A. PUBLIC COMMENTS – none

B. PUBLIC HEARING - 2020 DEERFIELD GENERAL FUND BUDGET - FUND 100

Frutiger opened the public hearing for the 2020 General budget at 7:02pm and asked if anyone wished to speak. No one spoke and Frutiger closed the hearing at 7:07pm.

C. PUBLIC HEARING - 2020 DEERFIELD SEWER UTILITY BUDGET AND RATES – FUND 602

Frutiger opened the public hearing for the 2020 Sewer Utility budget and rates at 7:07pm and asked if anyone wished to speak. No one spoke and Frutiger closed the hearing at 7:08pm

UNFINISHED BUSINESS, REVIEW & ACTION THERE ON

NEW BUSINESS

A. RESOLUTIONS

1. RESOLUTION R2019-24: A RESOLUTION TO ADOPT THE 2020 BUDGET AND RATES FOR THE DEERFIELD SEWER UTILITY – FUND 602

The board reviewed resolution R2019-24 for the 2020 Sewer Utility budget and rates. Kositzke noted that the amounts listed for the proposed 2020 budget column did not total the total expenditure amount. McCredie reviewed the resolution and explained that the error was due to the number for the 2020 Debt Service being entered as \$330,060 when it should have been \$333,060.

Motion by Evensen and seconded by McMullen to approve Resolution R2019-24 adopting the 2020 budget and rates for the Deerfield Sewer Utility as amended. All ayes, motion carried.

2. RESOLUTION R2019-25: A RESOLUTION TO ADOPT THE 2020 BUDGET FOR THE VILLAGE OF DEERFIELD – FUND 100

The board reviewed resolution R2019-23 for the 2020 village budget. Wilkinson requested that a footnote be included for future years on the Village Budget Summary sheet stating that this is for Village taxes only and that it does not include budget amounts for the school, MATC, Dane Co. or any of the TIDs.

Motion by Evensen and seconded by Wilkinson to approve Resolution R2019-25 adopting the 2020 budget for the Village of Deerfield. All ayes, motion carried.

B. LICENSES & PERMITS

C. REVIEW & ACTION:

ORDINANCES

COMMUNICATIONS

STAFF REPORTS

ADJOURN

Motion by McMullen and seconded by Wilkinson to adjourn at 7:15pm. All ayes, motion carried.

/S/ Elizabeth McCredie
Village Administrator/Clerk/Treasurer

**VILLAGE BOARD MINUTES
VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF DEERFIELD HELD AT
THE DEERFIELD VILLAGE HALL, 4 N. MAIN STREET, DEERFIELD, WISCONSIN ON
MONDAY, JANUARY 13, 2020 AT 7:00 P.M.**

CALL TO ORDER – NOTING OF ROLL BY CLERK/SIGN IN SHEET

The meeting was called to order at 7:00 p.m. by President Frutiger. Roll call: Evensen, Wilkinson, Tebon, Kositzke, McMullen, Wiczorek and Frutiger present. Also present: see sign-in sheet on file in Clerk's office.

CONSENT AGENDA

Motioned by Evensen and seconded by McMullen to approve the January 13, 2020 Board agenda with the addition of Community Center to Committee Reports. All ayes, motion carried.

A. APPROVAL OF MINUTES FROM DECEMBER 9, 2019 & DECEMBER 23, 2019

Motioned by Evensen and seconded by Kositzke to approve December 9 board minutes as amended in section V(C)(1) line three to correct the spelling Ayres Associates and line five changing "Johnson" to "Frutiger". Abstained by McMullen. All ayes, motion carried.

Motioned by Evensen and seconded by Tebon to approve December 23 board minutes as written. Abstained by Wiczorek, McMullen and Kositzke. All ayes, motion carried.

B. APPROVAL OF VOUCHERS

The Finance Committee reviewed and recommended payment for the vouchers listed. Motioned by Wilkinson and seconded by McMullen to approve payment of checks #54918 to #55007 totaling \$1,945,183.32. All ayes, motion carried.

C. COMMITTEE REPORTS

1. JOINT INTERACTIVE

Wilkinson reported that the school is creating an advisory committee to look at a possible referendum.

2. CABLE

Dave Lemke reported that the school cannot find a location on the roof of the middle/high school to reinstall the WDEE camera. Work is continuing on obtaining new personnel and they are thinking about the space needs of the cable organization if the chance arises for a new location to be with a new village hall. They have plans to submit a Community Trust Fund grant application for a Sling Studio.

3. PUBLIC WORKS

Frutiger reported that they discussed the Industrial Park Rd and Main Street intersection.

4. FINANCE

Frutiger reported that all items are on tonight's agenda.

5. COMMUNITY CENTER

Evensen reported that they are continuing to work on building issues which includes the fire alarm system. Security cameras have been installed. Communication has occurred with the school district on creating volleyball and flag football programs to give the younger kids an earlier start at the sports. They are planning to have the 2020 budget completed by next month.

PUBLIC APPEARANCES

A. PUBLIC COMMENTS

Bob Salvo spoke how he is not re-running for his seat on the County Board. The board discussed Hwy 73 with Salvo.

McCredie said that a DOT person has contacted her to attend a village meeting in the near future to discuss Hwy 73.

UNFINISHED BUSINESS, REVIEW & ACTION THERE ON

NEW BUSINESS

A. RESOLUTIONS

B. LICENSES & PERMITS

1. CONSIDER A REQUEST FOR AN OPERATOR'S LICENSE FOR THE PERIOD OF JANUARY 14, 2020 TO JUNE 30, 2020 FOR PAIGE R JOHNSON AND DAN P TURNQUIST

The Finance Committee and Police Dept. reviewed the requests for an Operator's license from Paige Johnson and Dan Turnquist for the period of January 14, 2020 to June 30, 2020 and found no reasons for denial and recommended their issuance. Motion by Tebon and seconded by Evensen to approve the issuance of Operator's license to Paige R. Johnson and Dan P. Turnquist for the period of January 14, 2020 to June 30, 2020. All ayes, motion carried.

C. REVIEW & ACTION:

1. DISCUSS/CONSIDER INTERSECTION OF S INDUSTRIAL PARK ROAD AND N MAIN STREET STORM SEWER PROJECT

John Doyle explained with the redoing of Hwy 73 in the near future, now is the time to think of changes to the intersection of S. Industrial Park Rd and N. Main St. to be completed at the same time as the Hwy 73 project. Town & Country would draw up the plans and the State would incorporate the project in with the highway project, billing the Village for our portion. This improvement will allow trucks to have an easier/safer time turning onto Hwy 73 by widening the intersection, installation of a storm sewer inlet, minimizing water flow at that intersection during heavy rains and putting in place handicap ramps.

Motioned by McMullen and seconded by Tebon to approve to move forward with the reconfiguring of intersection of S. Industrial Park Road and Main Street Storm Sewer Project. All ayes, motion carried.

ORDINANCES
COMMUNICATIONS
STAFF REPORT

A. ADMINISTRATOR'S REPORT

McCredie reported that Stafford & Rosenbaum has informed the village they will no longer service the municipal court needs for the village after 2020. Rumpf Law Office and Boardman Clark are the two law firms McCredie has contacted to see if they are interested in representing the village.

McCredie reported that the Revolving Loan Fund is something that will need to be discussed for creating a manual and applications. It was decided to have the topic be brought to the board with them looking at the previous manual and application as a starting point.

ADJOURN

Motioned by Evensen and seconded by McMullen to adjourn at 7:38 pm. All ayes, motion carried.

/S/ Kim Grob
Deputy Clerk-Treasurer

**TREASURER'S REPORT FOR
DECEMBER 2019**

12/1/2019 CHECKING'S BEGINNING BALANCE	2,125.48
DEPOSITS FOR THE MONTH #32378 - #32464	228,731.81
CHECKS FOR THE MONTH # 54848 - #54917	148,339.64
PAYROLL CHECKS FOR THE MONTH #18091 - #18120	28,305.16

OTHER EXPENSES FOR THE MONTH

DATE	STATE W/H	T.T.&L	ETF	HEALTH INSURANCE	INCOME INSURANCE	OTHER	TOTAL EXPENSES
12/2/2019 State Withholding	840.84						
12/2/2019 TT&L		4,015.99					
12/4/2019 PSN monthly fee (11/1-11/30/19)						128.95	
12/5/2019 PSN payment returned NSF						134.00	
12/6/2019 TVRP						6.00	
12/10/2019 Postage						300.00	
12/11/2019 Tax bill postage done at Bank						426.50	
12/16/2019 TT&L		4,008.48					
12/16/2019 State Withholding	838.86						
12/24/2019 Health Insurance				10,911.40			
12/30/2019 TT&L		4,124.31					
12/30/2019 ETF - WRS			4,953.84				
TOTALS	1,679.70	12,148.78	4,953.84	10,911.40	0.00	995.45	30,689.17
12/31/2019 BALANCE REMAINING IN CHECKING							Prior Month Balances
12/31/2019 BALANCE IN MONEY MARKET ACCOUNT							2,125.48
12/31/2019 BALANCE IN LOCAL GOVERNMENT INVESTMENT POOL							23,523.32
							Difference
							21,397.84
							4,042,156.58
							1,369,249.57
							2,672,907.01
							- Operating \$38,000.00 + Tax Collections \$2,708,305.55 & Interest \$2,601.46
							2,909,769.24
							2,905,741.09
							4,028.15
							+ Interest \$4,028.15

TOTAL FUNDS 6,975,449.14 2,698,333.00

Period: 12/31/2019 (12/19)

Report Criteria:

Transaction.Journal Code = "CR"

Date	Ref No	Payee or Description	GL Account No	Debit Amount	Credit Amount
12/02/2019	1	DEPOSIT	001-11000	35,363.31	✓
12/02/2019	2	DEPOSIT	001-11000	107.19	✓
12/02/2019	3	DEPOSIT	001-11000	85.61	✓
12/02/2019	4	DEPOSIT	001-11000	392.02	✓
12/02/2019	5	DEPOSIT	001-11000	115.00	✓
12/02/2019	6	DEPOSIT	001-11000	166.89	✓
12/04/2019	7	DEPOSIT	001-11000	1,660.48	✓
12/04/2019	8	DEPOSIT	001-11000	208.71	✓
12/06/2019	9	DEPOSIT	001-11000	10,824.21	✓
12/06/2019	10	DEPOSIT	001-11000	128.67	✓
12/06/2019	11	DEPOSIT	001-11000	600.69	✓
12/06/2019	12	DEPOSIT	001-11000	205.79	✓
12/09/2019	13	DEPOSIT	001-11000	4,611.57	✓
12/09/2019	14	DEPOSIT	001-11000	647.03	✓
12/09/2019	15	DEPOSIT	001-11000	185.28	✓
12/11/2019	16	DEPOSIT	001-11000	14,198.36	✓
12/11/2019	17	DEPOSIT	001-11000	96.30	✓
12/11/2019	18	DEPOSIT	001-11000	221.32	✓
12/13/2019	19	DEPOSIT	001-11000	9,536.67	✓
12/13/2019	20	DEPOSIT	001-11000	16,000.00	✓
12/13/2019	21	DEPOSIT	001-11000	658.53	✓
12/13/2019	22	DEPOSIT	001-11000	299.67	✓
12/17/2019	23	DEPOSIT	001-11000	8,306.97	✓
12/17/2019	24	DEPOSIT	001-11000	592.71	✓
12/17/2019	25	DEPOSIT	001-11000	397.81	✓
12/17/2019	26	DEPOSIT	001-11000	1,131.88	✓
12/18/2019	27	DEPOSIT	001-11000	2,836.72	✓
12/18/2019	28	DEPOSIT	001-11000	243.59	✓
12/18/2019	29	DEPOSIT	001-11000	705.03	✓
12/18/2019	30	DEPOSIT	001-11000	3,517.80	✓
12/18/2019	31	DEPOSIT	001-11000	381.50	✓
12/18/2019	32	DEPOSIT	001-11000	514.60	✓
12/23/2019	33	DEPOSIT	001-11000	8,061.69	✓
12/23/2019	34	DEPOSIT	001-11000	2,381.87	✓
12/23/2019	35	DEPOSIT	001-11000	364.70	✓
12/23/2019	36	DEPOSIT	001-11000	275.40	✓
12/23/2019	37	DEPOSIT	001-11000	403.10	✓
12/23/2019	38	DEPOSIT	001-11000	111.00	✓
12/23/2019	39	DEPOSIT	001-11000	835.66	✓
12/23/2019	40	DEPOSIT	001-11000	93.04	✓
12/23/2019	41	DEPOSIT	001-11000	10,623.36	✓
12/23/2019	42	DEPOSIT	001-11000	14,703.86	✓
12/26/2019	43	DEPOSIT	001-11000	22,153.23	✓
12/30/2019	44	DEPOSIT	001-11000	3,131.10	✓
12/30/2019	45	DEPOSIT	001-11000	22,000.00	✓
12/30/2019	46	DEPOSIT	001-11000	484.00	✓
12/30/2019	47	DEPOSIT	001-11000	1,267.39	✓
12/30/2019	48	DEPOSIT	001-11000	1,658.12	✓
12/30/2019	49	DEPOSIT	001-11000	2,702.99	✓
12/30/2019	50	DEPOSIT	001-11000	604.13	✓
12/30/2019	51	DEPOSIT	001-11000	573.73	✓
12/30/2019	52	DEPOSIT	001-11000	391.12	✓
12/30/2019	53	DEPOSIT	001-11000	224.84	✓
12/31/2019	54	DEPOSIT	001-11000	20,597.30	✓

Period: 12/31/2019 (12/19)

Date	Ref No	Payee or Description	GL Account No	Debit Amount	Credit Amount
12/31/2019	55	DEPOSIT	001-11000	148.27	
12/02/2019	32378	V. OF CAMBRIDGE - POLICE 8/18-10/12	100-13606		32,221.41 -
12/02/2019	32379	V. OF CAMBRIDGE - COURT OCTOBER 2019	100-43610		1,170.86 -
12/02/2019	32380	PITNEY BOWES- OVERPYMT FROM 9/30/19	100-16400		147.84 -
12/02/2019	32381	SUNDRY PERSONS - PSN - CC	601-11420		30.02 -
		SUNDRY PERSONS - PSN - CC	601-11421		.90 -
		SUNDRY PERSONS - PSN - CC	602-11420		60.69 -
		SUNDRY PERSONS - PSN - CC	602-11421		1.82 -
		SUNDRY PERSONS - PSN - CC	100-13604		13.76 -
					107.19* -
12/02/2019	32382	SUNDRY PERSONS - PSN - CK	601-11420		22.66 -
		SUNDRY PERSONS - PSN - CK	601-11421		.68 -
		SUNDRY PERSONS - PSN - CK	602-11420		47.11 -
		SUNDRY PERSONS - PSN - CK	602-11421		1.42 -
		SUNDRY PERSONS - PSN - CK	100-13604		13.74 -
					85.61* -
12/02/2019	32383	SUNDRY PERSONS - PSN - CK	601-11420		111.22 -
		SUNDRY PERSONS - PSN - CK	601-11421		4.02 -
		SUNDRY PERSONS - PSN - CK	602-11420		222.98 -
		SUNDRY PERSONS - PSN - CK	602-11421		8.03 -
		SUNDRY PERSONS - PSN - CK	100-13604		45.77 -
					392.02* -
12/02/2019	32384	SUNDRY PERSONS - PSN - CC	601-11420		31.52 -
		SUNDRY PERSONS - PSN - CC	601-11421		1.85 -
		SUNDRY PERSONS - PSN - CC	602-11420		63.64 -
		SUNDRY PERSONS - PSN - CC	602-11421		3.74 -
		SUNDRY PERSONS - PSN - CC	100-13604		14.25 -
					115.00* -
12/02/2019	32385	SUNDRY PERSONS - PSN - CK & CC	601-11420		48.64 -
		SUNDRY PERSONS - PSN - CK & CC	601-11421		1.50 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		88.16 -
		SUNDRY PERSONS - PSN - CK & CC	602-11421		2.74 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		25.85 -
					166.89* -
12/02/2019	32386	SUNDRY PERSONS - UB	601-11420		507.96 -
		SUNDRY PERSONS - UB	601-11421		16.51 -
		SUNDRY PERSONS - UB	602-11420		1,013.12 -
		SUNDRY PERSONS - UB	602-11421		32.41 -
		SUNDRY PERSONS - UB	100-13604		253.20 -
					1,823.20* -
12/04/2019	32387	ALEX ANDERBERG - P.T. #0281245WVF	100-43611		20.00 -
12/04/2019	32388	DEAN & KAREN KOSLOSKE - P.T. #028122XVS8	100-43611		20.00 -
12/04/2019	32389	SUNDRY PERSONS - PSN - CK & CC	601-11420		61.92 -
		SUNDRY PERSONS - PSN - CK & CC	601-11421		1.90 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		113.59 -
		SUNDRY PERSONS - PSN - CK & CC	602-11421		3.49 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		27.81 -
					208.71* -
12/04/2019	32390	SUNDRY PERSONS - UB	601-11420		479.35 -
		SUNDRY PERSONS - UB	601-11421		12.47 -
		SUNDRY PERSONS - UB	602-11420		894.71 -
		SUNDRY PERSONS - UB	602-11421		22.31 -
		SUNDRY PERSONS - UB	100-13604		211.64 -
					1,620.48* -
12/06/2019	32391	CHARLES ANDERBERG - P.T. #0281245WVL	100-43611		20.00 -
12/06/2019	32392	SUNDRY PERSONS - PSN-CK	601-11420		41.30 -
		SUNDRY PERSONS - PSN-CK	601-11421		1.28 -

Period: 12/31/2019 (12/19)

Date	Ref No	Payee or Description	GL Account No	Debit Amount	Credit Amount
		SUNDRY PERSONS - PSN-CK	602-11420		70.55 -
		SUNDRY PERSONS - PSN-CK	602-11421		2.19 -
		SUNDRY PERSONS - PSN-CK	100-13604		13.35 -
					128.67* -
12/06/2019	32393	SUNDRY PERSONS - PSN - CK & CC	601-11420		175.99 -
		SUNDRY PERSONS - PSN - CK & CC	601-11421		2.57 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		343.00 -
		SUNDRY PERSONS - PSN - CK & CC	602-11421		4.88 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		74.25 -
					600.69* -
12/06/2019	32394	BRUCE GEHRKE - 2017/2018 TAX BILLS	700-12111		9,720.85 -
12/06/2019	32395	JESSICA COPELAND - P.T. #0281245WV6	100-43611		35.00 -
12/06/2019	32396	SUNDRY PERSONS - BUILDING PERMITS	100-43510		1,008.36 -
12/06/2019	32397	BRIAN PETERSON-MESSER-P.T.#0281245WVG	100-43611		20.00 -
12/06/2019	32398	SUNDRY PERSONS - PSN - CK & CC	601-11420		59.54 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		120.55 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		25.70 -
					205.79* -
12/06/2019	32399	LYNETTE MAYER OLSON-P.T.#0281245WVM	100-43611		20.00 -
12/09/2019	32400	DEERFIELD COMMUNITY CENTER - A/R 27324	100-13802		292.64 -
12/09/2019	32401	SUNDRY PERSONS - DOG PARK MONEY BOX	100-21347		33.00 -
12/09/2019	32402	SUNDRY PERSONS - PSN - CK & CC	601-11420		180.84 -
		SUNDRY PERSONS - PSN - CK & CC	601-11421		2.34 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		362.01 -
		SUNDRY PERSONS - PSN - CK & CC	602-11421		4.90 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		96.94 -
					647.03* -
12/09/2019	32403	SUNDRY PERSONS - PSN -CK	601-11420		52.33 -
		SUNDRY PERSONS - PSN -CK	602-11420		107.25 -
		SUNDRY PERSONS - PSN -CK	100-13604		25.70 -
					185.28* -
12/09/2019	32404	JEFF ALBRECHT - P.T. #0281245WV2	100-43611		35.00 -
12/09/2019	32405	SUNDRY PERSONS - UB	601-11420		1,230.78 -
		SUNDRY PERSONS - UB	601-11421		14.49 -
		SUNDRY PERSONS - UB	602-11420		2,445.71 -
		SUNDRY PERSONS - UB	602-11421		27.60 -
		SUNDRY PERSONS - UB	100-13604		532.35 -
					4,250.93* -
12/11/2019	32406	PREFERRED TITLE-SP ASMT 622 CENTRAL AVE	100-44120		50.00 -
12/11/2019	32407	SUNDRY PERSONS - DOG LICENSE	100-43320		14.75 -
		SUNDRY PERSONS - DOG LICENSE	100-43330		5.00 -
					19.75* -
12/11/2019	32408	SUNDRY PERSONS - PSN-CK	601-11420		27.45 -
		SUNDRY PERSONS - PSN-CK	602-11420		56.00 -
		SUNDRY PERSONS - PSN-CK	100-13604		12.85 -
					96.30* -
12/11/2019	32409	SUNDRY PERSONS - PSN - CK & CC	601-11420		67.00 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		117.00 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		37.32 -
					221.32* -
12/11/2019	32410	SUNDRY PERSONS - UB	601-11420		1,743.04 -
		SUNDRY PERSONS - UB	601-11421		4.45 -
		SUNDRY PERSONS - UB	602-11420		3,474.53 -
		SUNDRY PERSONS - UB	602-11421		8.35 -
		SUNDRY PERSONS - UB	100-13604		897.24 -

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Date	Ref No	Payee or Description	GL Account No	Debit Amount	Credit Amount
					6,127.61* -
12/11/2019	32411	ECO-RESOURCE - PURCHASED 2007 FORD TRUCK	601-46740		8,001.00 -
12/13/2019	32412	MM 100-116-38	100-11506		16,000.00 -
12/13/2019	32413	SUNDRY PERSONS - PSN - CK & CC	601-11420		185.14 -
		SUNDRY PERSONS - PSN - CK & CC	601-11421		1.97 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		362.60 -
		SUNDRY PERSONS - PSN - CK & CC	602-11421		3.96 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		104.86 -
					658.53* -
12/13/2019	32414	SUNDRY PERSONS - PSN - CK & CC	601-11420		84.91 -
		SUNDRY PERSONS - PSN - CK & CC	601-11421		1.04 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		172.61 -
		SUNDRY PERSONS - PSN - CK & CC	602-11421		2.08 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		39.03 -
					299.67* -
12/13/2019	32415	SUNDRY PERSONS - UB	601-11420		2,847.34 -
		SUNDRY PERSONS - UB	601-11421		10.18 -
		SUNDRY PERSONS - UB	602-11420		5,876.22 -
		SUNDRY PERSONS - UB	602-11421		19.62 -
		SUNDRY PERSONS - UB	100-13604		783.31 -
					9,536.67* -
12/17/2019	32416	SUNDRY PERSONS - PSN - CK & CC	601-11420		174.55 -
		SUNDRY PERSONS - PSN - CK & CC	601-11421		.75 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		349.35 -
		SUNDRY PERSONS - PSN - CK & CC	602-11421		1.54 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		66.52 -
					592.71* -
12/17/2019	32417	SUNDRY PERSONS - PSN - CK & CC	601-11420		117.59 -
		SUNDRY PERSONS - PSN - CK & CC	601-11421		.94 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		227.04 -
		SUNDRY PERSONS - PSN - CK & CC	602-11421		1.87 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		50.37 -
					397.81* -
12/17/2019	32418	SUNDRY PERSONS - PSN - CK & CC	601-11420		327.76 -
		SUNDRY PERSONS - PSN - CK & CC	601-11421		.89 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		646.63 -
		SUNDRY PERSONS - PSN - CK & CC	602-11421		1.79 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		154.81 -
					1,131.88* -
12/17/2019	32419	DANE CO TITLE - SP ASMT 357 WHITETAIL WA	100-44120		50.00 -
12/17/2019	32420	DIANE MARIE - CSM FOR 574/576 MEADOW TR	100-44733		225.00 -
12/17/2019	32421	SUNDRY PERSONS - UB	601-11420		2,326.02 -
		SUNDRY PERSONS - UB	601-11421		7.07 -
		SUNDRY PERSONS - UB	602-11420		4,709.48 -
		SUNDRY PERSONS - UB	602-11421		14.14 -
		SUNDRY PERSONS - UB	100-13604		975.26 -
					8,031.97* -
12/18/2019	32422	SUNDRY PERSONS - PSN -CK	601-11420		69.95 -
		SUNDRY PERSONS - PSN -CK	602-11420		133.05 -
		SUNDRY PERSONS - PSN -CK	100-13604		39.59 -
		SUNDRY PERSONS - PSN -CK	601-11421		.50 -
		SUNDRY PERSONS - PSN -CK	602-11421		.50 -
					243.59* -
12/18/2019	32423	SUNDRY PERSONS - PSN - CK & CC	601-11420		196.63 -
		SUNDRY PERSONS - PSN - CK & CC	601-11421		2.80 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		402.36 -
		SUNDRY PERSONS - PSN - CK & CC	602-11421		5.75 -

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Date	Ref No	Payee or Description	GL Account No	Debit Amount	Credit Amount
		SUNDRY PERSONS - PSN - CK & CC	100-13604		97.49 -
					705.03* -
12/18/2019	32424	SUNDRY PERSONS - UB	601-11420		829.61 -
		SUNDRY PERSONS - UB	601-11421		1.33 -
		SUNDRY PERSONS - UB	602-11420		1,639.43 -
		SUNDRY PERSONS - UB	602-11421		2.62 -
		SUNDRY PERSONS - UB	100-13604		363.73 -
					2,836.72* -
12/18/2019	32425	ALISON PATTERSON - CSM 416/418 MEADOW TR	100-44733		225.00 -
12/18/2019	32426	ALISON PATTERSON - A/R INV #27323	100-13802		208.62 -
12/18/2019	32427	GENERAL HEATING - P.T. #0281245WVQ	100-43611		20.00 -
12/18/2019	32428	SUNDRY PERSONS - PSN CC	601-11420		113.26 -
		SUNDRY PERSONS - PSN CC	601-11421		1.24 -
		SUNDRY PERSONS - PSN CC	602-11420		225.00 -
		SUNDRY PERSONS - PSN CC	602-11421		2.45 -
		SUNDRY PERSONS - PSN CC	100-13604		39.55 -
					381.50* -
12/18/2019	32429	SUNDRY PERSONS - PSN - CK	601-11420		155.99 -
		SUNDRY PERSONS - PSN - CK	601-11421		.66 -
		SUNDRY PERSONS - PSN - CK	602-11420		292.20 -
		SUNDRY PERSONS - PSN - CK	602-11421		1.31 -
		SUNDRY PERSONS - PSN - CK	100-13604		64.44 -
					514.60* -
12/18/2019	32430	PATRICK DEMBOWSKI - P.T. #0281245WVN	100-43611		20.00 -
12/18/2019	32431	SUNDRY PERSONS - UB	601-11420		888.99 -
		SUNDRY PERSONS - UB	601-11421		5.29 -
		SUNDRY PERSONS - UB	602-11420		1,734.83 -
		SUNDRY PERSONS - UB	602-11421		10.70 -
		SUNDRY PERSONS - UB	100-13604		404.37 -
					3,044.18* -
12/23/2019	32432	DANE CO TITLE - SP ASMT - 103 S. PRAIRIE	100-44120		50.00 -
12/23/2019	32433	SUNDRY PERSONS - PSN - CK & CC	601-11420		779.58 -
		SUNDRY PERSONS - PSN - CK & CC	601-11421		.85 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		1,367.35 -
		SUNDRY PERSONS - PSN - CK & CC	602-11421		1.74 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		232.35 -
					2,381.87* -
12/23/2019	32434	SUNDRY PERSONS - PSN - CK	601-11420		100.63 -
		SUNDRY PERSONS - PSN - CK	602-11420		225.52 -
		SUNDRY PERSONS - PSN - CK	100-13604		38.55 -
					364.70* -
12/23/2019	32435	SUNDRY PERSONS - PSN - CC	601-11420		75.91 -
		SUNDRY PERSONS - PSN - CC	601-11421		1.62 -
		SUNDRY PERSONS - PSN - CC	602-11420		155.69 -
		SUNDRY PERSONS - PSN - CC	602-11421		3.30 -
		SUNDRY PERSONS - PSN - CC	100-13604		38.88 -
					275.40* -
12/23/2019	32436	SUNDRY PERSONS - PSN - CK	601-11420		114.30 -
		SUNDRY PERSONS - PSN - CK	601-11421		1.97 -
		SUNDRY PERSONS - PSN - CK	602-11420		231.69 -
		SUNDRY PERSONS - PSN - CK	602-11421		3.96 -
		SUNDRY PERSONS - PSN - CK	100-13604		51.18 -
					403.10* -
12/23/2019	32437	SUNDRY PERSONS - PSN - CC	601-11420		31.41 -
		SUNDRY PERSONS - PSN - CC	601-11421		.96 -
		SUNDRY PERSONS - PSN - CC	602-11420		63.25 -
		SUNDRY PERSONS - PSN - CC	602-11421		1.94 -

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Date	Ref No	Payee or Description	GL Account No	Debit Amount	Credit Amount
		SUNDRY PERSONS - PSN - CC	100-13604		13.44 -
					111.00*-
12/23/2019	32438	SUNDRY PERSONS - PSN - CK	601-11420		243.98 -
		SUNDRY PERSONS - PSN - CK	601-11421		1.62 -
		SUNDRY PERSONS - PSN - CK	602-11420		490.75 -
		SUNDRY PERSONS - PSN - CK	602-11421		3.25 -
		SUNDRY PERSONS - PSN - CK	100-13604		96.06 -
					835.66* -
12/23/2019	32439	SUNDRY PERSONS - PSN - CC	601-11420		21.79 -
		SUNDRY PERSONS - PSN - CC	602-11420		45.55 -
		SUNDRY PERSONS - PSN - CC	100-13604		25.70 -
					93.04* -
12/23/2019	32440	SUNDRY PERSONS - UB	601-11420		2,283.75 -
		SUNDRY PERSONS - UB	601-11421		15.44 -
		SUNDRY PERSONS - UB	602-11420		4,560.01 -
		SUNDRY PERSONS - UB	602-11421		31.39 -
		SUNDRY PERSONS - UB	100-13604		1,121.10 -
					8,011.69* -
12/23/2019	32441	SUNDRY PERSONS - DIRECT PAYMENTS	601-11420		4,298.26 -
		SUNDRY PERSONS - DIRECT PAYMENTS	602-11420		8,490.95 -
		SUNDRY PERSONS - DIRECT PAYMENTS	100-13604		1,914.65 -
					14,703.86* -
12/23/2019	32442	DONN LABARGE - P.T. #0281245WVR	100-43611		20.00 -
12/23/2019	32443	ASHLEY LEARNED - P.T. #028122XVB	100-43611		20.00 -
12/23/2019	32444	SUNDRY PERSONS - UB	601-11420		3,528.60 -
		SUNDRY PERSONS - UB	601-11421		4.55 -
		SUNDRY PERSONS - UB	602-11420		6,179.81 -
		SUNDRY PERSONS - UB	602-11421		9.48 -
		SUNDRY PERSONS - UB	100-13604		860.92 -
					10,583.36* -
12/26/2019	32445	DANE COUNTY - 2019 DOG LISTING PAYMENT	100-43320		188.00 -
12/26/2019	32446	SUNDRY PERSONS - UB	601-11420		17,957.96 -
		SUNDRY PERSONS - UB	601-11421		3.57 -
		SUNDRY PERSONS - UB	602-11420		3,239.11 -
		SUNDRY PERSONS - UB	602-11421		7.21 -
		SUNDRY PERSONS - UB	100-13604		757.38 -
					21,965.23* -
12/30/2019	32447	MM 100-116-38	100-11506		22,000.00 -
12/30/2019	32448	TIMOTHY BECKETT - P.T. #0281245WWO	100-43611		20.00 -
12/30/2019	32449	TDS - RENTAL	100-48260		484.00 -
12/30/2019	32450	AMERICAN TOWER - RENTAL	100-48260		1,267.39 -
12/30/2019	32451	ALLEN KITCHEN & BATH - DEL P.P. TAX	100-12311		563.00 -
12/30/2019	32452	SUNDRY PERSONS - PSN - CK & CC	601-11420		477.55 -
		SUNDRY PERSONS - PSN - CK & CC	601-11421		.79 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		944.74 -
		SUNDRY PERSONS - PSN - CK & CC	602-11421		1.62 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		233.42 -
					1,658.12* -
12/30/2019	32453	SUNDRY PERSONS - PSN - CK & CC	601-11420		807.72 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		1,480.82 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		414.45 -
					2,702.99* -
12/30/2019	32454	SUNDRY PERSONS - PSN - CK & CC	601-11420		172.08 -
		SUNDRY PERSONS - PSN - CK & CC	602-11420		354.95 -
		SUNDRY PERSONS - PSN - CK & CC	100-13604		77.10 -

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Date	Ref No	Payee or Description	GL Account No	Debit Amount	Credit Amount	
					604.13* -	
12/30/2019	32455	SUNDRY PERSONS - PSN - CK	601-11420		158.86 -	
		SUNDRY PERSONS - PSN - CK	601-11421		.96 -	
		SUNDRY PERSONS - PSN - CK	602-11420		325.03 -	
		SUNDRY PERSONS - PSN - CK	602-11421		1.94 -	
		SUNDRY PERSONS - PSN - CK	100-13604		86.94 -	
					573.73* -	
12/30/2019	32456	SUNDRY PERSONS - PSN - CK & CC	601-11420		115.46 -	
		SUNDRY PERSONS - PSN - CK & CC	602-11420		223.30 -	
		SUNDRY PERSONS - PSN - CK & CC	100-13604		52.36 -	
					391.12* -	
12/30/2019	32457	SUNDRY PERSONS - PSN - CK	601-11420		65.65 -	
		SUNDRY PERSONS - PSN - CK	602-11420		132.21 -	
		SUNDRY PERSONS - PSN - CK	100-13604		26.98 -	
					224.84* -	
12/30/2019	32458	SUNDRY PERSONS - UB	601-11420		868.65 -	
		SUNDRY PERSONS - UB	602-11420		1,422.23 -	
		SUNDRY PERSONS - UB	100-13604		217.22 -	
					2,508.10* -	
12/30/2019	32459	DANIEL JOHANSEN - P.T. #0281245WW1	100-43611		20.00 -	
12/30/2019	32460	ROLAND DEGLOW - P.T. #0281245WVT	100-43611		20.00 -	
12/31/2019	32461	CAMBRIDGE SCHOOL DIST - POLICE WAGES	100-13607		15,994.16 -	
12/31/2019	32462	SUNDRY PERSONS - PSN - CK	601-11420		37.61 -	
		SUNDRY PERSONS - PSN - CK	601-11421		1.23 -	
		SUNDRY PERSONS - PSN - CK	602-11420		79.87 -	
		SUNDRY PERSONS - PSN - CK	602-11421		2.42 -	
		SUNDRY PERSONS - PSN - CK	100-13604		27.14 -	
					148.27* -	
12/31/2019	32463	LOEDER OIL BP-OP LIC - TURNQUIST & JOHNS	100-43120		50.00 -	
		LOEDER OIL BP-OP LIC - TURNQUIST & JOHNS	100-44110		14.00 -	
		LOEDER OIL BP-OP LIC - TURNQUIST & JOHNS	100-43120		20.00 -	
					84.00* -	
12/31/2019	32464	SUNDRY PERSONS - UB	601-11420		1,309.30 -	
		SUNDRY PERSONS - UB	601-11421		41.72 -	
		SUNDRY PERSONS - UB	602-11420		2,445.63 -	
		SUNDRY PERSONS - UB	602-11421		78.09 -	
		SUNDRY PERSONS - UB	100-13604		644.40 -	
					4,519.14* -	
Documents: 142 Transactions: 321				Totals:	228,731.81	228,731.81 -

Report Criteria:

Transaction.Journal Code = "CR"

Per	Date	Check No	Vendor No	Payee	Amount
12/19	12/04/2019	54848	240	DEERFIELD POST OFFICE	249.06
12/19	12/09/2019	54849	2061	ADVANCED DISPOSAL	11,646.90
12/19	12/09/2019	54850		Information Only Check	.00 V
12/19	12/09/2019	54851		Information Only Check	.00 V
12/19	12/09/2019	54852	25	ALLIANT ENERGY/WPL	8,813.79
12/19	12/09/2019	54853	2360	AMERICOLLECT, INC	100.00
12/19	12/09/2019	54854	2577	BARRIENTOS DESIGN & CONSULTING	3,911.48
12/19	12/09/2019	54855	2458	BOARDMAN & CLARK LLP	6,302.50
12/19	12/09/2019	54856	2200	CENTURYLINK	.60
12/19	12/09/2019	54857	1412	CHARTER COMMUNICATIONS	684.33
12/19	12/09/2019	54858	245	DEERFIELD VOLUNTEER FIRE DEPT.	25,088.74
12/19	12/09/2019	54859	755	FRONTIER	143.23
12/19	12/09/2019	54860	305	FRY, FRED	605.00
12/19	12/09/2019	54861	310	FRY, KAIA	50.00
12/19	12/09/2019	54862	315	GARDINER APPRAISAL SERVICE LLC	491.67
12/19	12/09/2019	54863	1958	KRIZSAN'S TREE SERVICE	2,200.00
12/19	12/09/2019	54864	460	LEMKE, DAVID	1,080.00
12/19	12/09/2019	54865	1044	MEYER, LYNDON	1,720.00
12/19	12/09/2019	54866	120	NAPA AUTO PARTS	36.34
12/19	12/09/2019	54867	550	NORTH CENTRAL LABORATORIES	1,176.74
12/19	12/09/2019	54868	1724	NORTH SHORE BANK	200.00
12/19	12/09/2019	54869	2558	REDEVELOPMENT RESOURCES, LLC	1,812.50
12/19	12/09/2019	54870	405	SAFEBUILT, LLC	605.02
12/19	12/09/2019	54871	515	SECURIAN FINANCIAL GROUP INC	172.98
12/19	12/09/2019	54872	1075	TRUCKSTAR COLLISION CENTER	1,256.77
12/19	12/09/2019	54873	795	WE ENERGIES	282.05
12/19	12/09/2019	54874	820	WI STATE LABORATORY OF HYGIENE	26.00
12/19	12/16/2019	54875	2585	UPS - BROKERAGE FEES	78.20
12/19	12/23/2019	54876	10	AFLAC	363.56
12/19	12/23/2019	54877	25	ALLIANT ENERGY/WPL	2,836.66
12/19	12/23/2019	54878	2360	AMERICOLLECT, INC	100.00
12/19	12/23/2019	54879	50	ANDERSON, DEREK	270.52
12/19	12/23/2019	54880	957	BP	1,010.54
12/19	12/23/2019	54881	1412	CHARTER COMMUNICATIONS	171.50
12/19	12/23/2019	54882	140	CINTAS CORPORATION LOC.446	164.66
12/19	12/23/2019	54883	2376	VOID - COMPLETE OFFICE OF WI	.00
12/19	12/23/2019	54884	2461	CORE & MAIN LP	142.11
12/19	12/23/2019	54885	2118	CT LABORATORIES	315.00
12/19	12/23/2019	54886	2263	DANE CO TREAS-POLICE CONTRACT	40,963.03
12/19	12/23/2019	54887	2430	DE LAGE LANDEN FINANCIAL SRVC	241.04
12/19	12/23/2019	54888		Information Only Check	.00 V
12/19	12/23/2019	54889	884	DEERFIELD WATER UTILITY	16,704.56
12/19	12/23/2019	54890	270	DOYLE, JOHN	45.00
12/19	12/23/2019	54891	1419	FRITSCHKE, LEAH	52.32
12/19	12/23/2019	54892	755	FRONTIER	107.04
12/19	12/23/2019	54893	2083	HEARTLAND AG-BUSINESS GROUP	75.00
12/19	12/23/2019	54894	380	HOMETOWN NEWS LP	780.33
12/19	12/23/2019	54895	2157	IMPACT ACQUISITIONS LLC	20.57
12/19	12/23/2019	54896	410	INGRAM LIBRARY SERVICES	88.88
12/19	12/23/2019	54897	415	INSTY-PRINTS	285.05
12/19	12/23/2019	54898	1031	L. W. ALLEN, LLC	5,899.76
12/19	12/23/2019	54899	2584	MACQUEEN EQUIPMENT	940.39
12/19	12/23/2019	54900	495	MCCREDIE, LIZ	24.05
12/19	12/23/2019	54901	1707	MEITNERS LAND SERVICE LLC	635.00
12/19	12/23/2019	54902	1654	MICROMARKETING LLC	764.83
12/19	12/23/2019	54903	1737	MOBIL/EXXON	562.12
12/19	12/23/2019	54904	1807	MOYNIHAN, GAIL	63.50

Per	Date	Check No	Vendor No	Payee	Amount
12/19	12/23/2019	54905	1256	NEW VISION NETWORKS, INC.	20.00
12/19	12/23/2019	54906		Information Only Check	.00 V
12/19	12/23/2019	54907	2420	PARK BANK	3,130.48
12/19	12/23/2019	54908	1657	PITNEY BOWES	147.84
12/19	12/23/2019	54909	1827	POMP'S TIRE SERVICE, INC	440.00
12/19	12/23/2019	54910	888	REINDERS, INC.	492.50
12/19	12/23/2019	54911	505	STAFFORD ROSENBAUM	280.00
12/19	12/23/2019	54912	1701	T & T STONE CO. INC	187.09
12/19	12/23/2019	54913	715	TOWN & COUNTRY ENGINEERING	220.00
12/19	12/23/2019	54914	795	WE ENERGIES	762.40
12/19	12/23/2019	54915	805	WI DEPT OF JUSTICE	7.00
12/19	12/23/2019	54916	2158	WOLLIN, JEREMY W.	130.53
12/19	12/31/2019	54917	2376	COMPLETE OFFICE OF WI	160.88
Totals:					<u>148,339.64</u>

PAYROLL

VILLAGE OF DEERFIELD

Check Register

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Check Issue Date(s): 12/01/2019 to 12/31/2019

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Pay Per Date	Jrnl	Check Date	Check Number	Payee	Emp No	Amount
12/08/19	PC	12/12/19	18091	ANDERSON, DEREK A	505	1,263.38
12/08/19	PC	12/12/19	18092	BROOKS, JANE M	305	371.77
12/08/19	PC	12/12/19	18093	BULLIS, ROBERT J	323	147.78
12/08/19	PC	12/12/19	18094	DOYLE, JOHN P	510	1,919.39
12/08/19	PC	12/12/19	18095	FRITSCH, LEAH E	313	1,511.42
12/08/19	PC	12/12/19	18096	GROB, KIM	211	1,220.28
12/08/19	PC	12/12/19	18097	KONZIELLA, DOLORES M	222	436.59
12/08/19	PC	12/12/19	18098	MCCREDIE, ELIZABETH J	210	1,952.14
12/08/19	PC	12/12/19	18099	MOYNIHAN, GAIL A	127	591.27
12/08/19	PC	12/12/19	18100	PAGE, RACHAEL M	328	658.56
12/08/19	PC	12/12/19	18101	PAOLI, NATHAN L	530	1,693.40
12/08/19	PC	12/12/19	18102	SCHUMACHER, BRYON R	527	947.88
12/08/19	PC	12/12/19	18103	WOLLIN, JEREMY W	519	1,415.08
12/22/19	PC	12/26/19	18104	ANDERSON, DEREK A	505	1,451.08
12/22/19	PC	12/26/19	18105	BROOKS, JANE M	305	384.82
12/22/19	PC	12/26/19	18106	BULLIS, ROBERT J	323	70.38
12/22/19	PC	12/26/19	18107	Void		.00
12/22/19	PC	12/26/19	18108	FRITSCH, LEAH E	313	1,511.42
12/22/19	PC	12/26/19	18109	FRUTIGER, GREGORY S	603	184.70
12/22/19	PC	12/26/19	18110	GROB, KIM	211	1,173.05
12/22/19	PC	12/26/19	18111	KONZIELLA, DOLORES M	222	433.55
12/22/19	PC	12/26/19	18112	Void		.00
12/22/19	PC	12/26/19	18113	MOYNIHAN, GAIL A	127	661.04
12/22/19	PC	12/26/19	18114	PAGE, RACHAEL M	328	580.76
12/22/19	PC	12/26/19	18115	Void		.00
12/22/19	PC	12/26/19	18116	SCHUMACHER, BRYON R	527	947.88
12/22/19	PC	12/26/19	18117	WOLLIN, JEREMY W	519	1,309.16
12/22/19	PC	12/26/19	18118	DOYLE, JOHN P	510	1,956.97
12/22/19	PC	12/26/19	18119	MCCREDIE, ELIZABETH J	210	2,027.35
12/22/19	PC	12/26/19	18120	PAOLI, NATHAN L	530	1,484.06
Grand Totals:						<u>28,305.16</u>

Application for an "Operator's" License

To Serve or Sell Fermented Malt Beverages and Intoxicating Liquors
Deerfield, WI

Pd \$42-

New **Renewal**

Date JAN 9th, 2020

I, the undersigned, do hereby respectfully make application to the local governing body of the Village of Deerfield, County of Dane, Wisconsin for a License to serve and/or sell, from date hereof to **June 30**, ___ inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32 (2) and 125.68 (2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale or service of such beverages and liquors if a license be granted to me.

Answer the following questions fully and completely:

Name of Applicant Rayne M Otis Phone 920-647-1541
First (legal) Middle Last

Address of Applicant 400 Meadow Trace

*Date of Birth 08/30/1998 *Sex Female *Race white

*Driver's License Number No License State ID State issued out of WI
0320-7339-8810-00

DOJ ✓

As required by WI Statutes Section 125.17 (6), have you completed the Beverage Server Training Course? _____

If so, where? LEARN 2 SERVE

Have you been convicted of a felony or any alcohol-related or drug-related misdemeanor? NO YES

If yes, date of such conviction _____ Name of Court _____

Nature of offense _____

Have you been convicted of violating any law or ordinance regulating the sale of Fermented malt beverages or intoxicating liquors?

NO YES - Date and Nature of violation _____

Have you ever had a license to serve alcohol beverages suspended or revoked, or surrendered the license in lieu of suspension or revocation?

NO YES If yes, provide the place and date _____

Have you been convicted of operating a motor vehicle while intoxicated? NO YES - Date(s) _____

Name of employer for which license is intended MOBIL ON MAIN

Fees: \$32.00 annual I understand that the fee is not refunded if this application is denied.

* We request this information so we can verify your criminal and driving history.

STATE OF WISCONSIN
Dane County

Rayne Otis, being first duly sworn on oath says that (s)he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

X [Signature]
Applicant sign here

Subscribed and sworn to before me this 9th day of Jan, 2020
Barbara A Smith
Notary Public, Dane County, Wisconsin

Mobil Provisional P-1920-LES Sample Case ✓

The Deerfield Police Department conducted a background check on:	
Recommendation: <input checked="" type="checkbox"/> I recommend approval of the license <input type="checkbox"/> I recommend refusal of the license	Records: <input type="checkbox"/> records attached <input type="checkbox"/> no record
Explanation:	
Officer Signature: <u>[Signature]</u>	Approved by Village Board:

**VILLAGE OF DEERFIELD,
DANE COUNTY, WISCONSIN:**

**AGREEMENT TO UNDERTAKE
DEVELOPMENT IN TAX INCREMENTAL
DISTRICT NO. 3:**

8 AND 10 N. MAIN STREET

Tax Parcel Number

117/ 0712- 214- 7515-7

THIS SPACE RESERVED FOR VILLAGE

RETURN TO:
Elizabeth J. McCredie
Village of Deerfield
4 N. Main Street
Deerfield, WI 53531

DRAFTED BY:
Jared Walker Smith,
Boardman & Clark
1 S. Pinckney St., Suite 410
Madison, WI 53703

PARCEL IDENTIFICATION NUMBERS:
See this Page

See Addendum for legal description(s).

**AGREEMENT TO UNDERTAKE DEVELOPMENT IN TAX INCREMENTAL
DISTRICT NO. 3**

This Agreement To Undertake Development In Tax Incremental District No. 3 (the “**Agreement**”) regarding the property located at 8 and 10 N. Main Street, Deerfield, WI (the “**Property**”) is entered into by and between the Village of Deerfield, a Wisconsin municipal corporation (“**Village**”), and Joseph A. Howard and Teresa M. Pelletier (individually, a “**Developer**” and collectively, “**Developers**”) to be effective when signed by all parties (the “**Effective Date**”).

RECITALS

1. The Village, pursuant to Wis. Stat. s. 66.1105, established Tax Incremental District No. 3 (“**TID 3**” or the “**District**”) that was created to facilitate economic development and address environmental issues within the District. The TID 3 Project Plan, as amended, authorizes cash grants as project costs of the District.
2. The Property is within the District, and Developers own the Property and desire to renovate the Property pursuant to the project specifications in the TIF Assistance Application dated December 9, 2019 (the “**Application**”), attached as **Exhibit A** and incorporated by reference.
3. Developers would not be able to complete the Development without tax incremental financing, and the Development is a desirable improvement within the Village.
4. Developers request that the Village provide tax incremental financing for the Development.

AGREEMENT

IN WITNESS WHEREOF, and in consideration of the above recitals which are incorporated herein by reference, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Village and Developers agree as follows:

1. **Development**. The Development is comprised of the following components as more fully described in the Application: replace garage doors; replace deck visible from Main Street; and replace all exterior windows (each component individually, a “**Project Component**”, and all Project Components collectively, the “**Development**”). Developers agree to invest at least \$6,129 of Developers’ own funds towards the costs of the Development (the “**Developers’ Contribution**”).

2. **Timeline**. Developers will substantially complete the Development as set forth in the Application, with the modification that the driveway be kept to a single parking space, by July 31, 2020.

3. Permits and Approvals. Developers shall be responsible for obtaining all permits and approvals necessary for completion of the Development.

4. Tax Incremental Financing. The Village is providing Developers with tax incremental financing for the completion of the Development. In return, Developers agree as follows:

A. Approved Funding. The Village agrees to provide Developers with a cash grant of up to \$15,000 (the "**Grant**") in tax incremental financing to be used for the Development in accordance with this Agreement and the Application.

B. Payment Schedule. The Grant shall be distributed to Developers within sixty (60) days after all the following conditions are met:

i. All work comprising the Development is fully complete, and any inspection approvals required by law are granted;

ii. Developers provide to the Village Administrator, in a form satisfactory to the Village Attorney, lien waivers from each contractor and subcontractor who performed work in furtherance of the Development confirming that the contractors and subcontractors have been fully paid;

iii. Developers provide to the Village Administrator, in a form satisfactory to the Village Administrator, proof that Developers have expended the full Developers' Contribution towards the Development;

iv. Full payment to the Village of the Village's costs as provided for in this Agreement.

C. Exception to Payment Schedule. The Village Administrator, in her sole discretion and considering the circumstances of the Development, may distribute portions of the Grant to the Developers prior to the date set in subsection 4.B. Such early distribution is conditioned on:

i. satisfaction of the condition in paragraph 4.B.iii, above;

ii. proof of substantial completion of the Project Component for which the early distribution is sought;

iii. Developers providing to the Village original invoice(s) from the contractor and/or subcontractors who completed the Project Component.

Developers shall use the early distribution to pay outstanding invoices. An early distribution under this subsection 4.C shall not be in an amount greater than an amount equaling the value of the Grant multiplied by the cost of the Project Component and divided by the total estimated cost for the Development. For example, if the Grant is \$10,000, the Project Component cost is \$5,000 and the total estimated cost for the Development is \$20,000, the maximum early distribution for the Project Component would

equal \$2,500. Notwithstanding the foregoing, the full Grant shall not be disbursed until the conditions in paragraphs 4.B.i, 4.B.iii, and 4.B.iv, above, are satisfied.

D. Restrictive Covenant. The Property shall be subject to property taxation for the life of TID # 3 and shall not be exempt from property taxation, in full or in part, except as required by law. Developers shall not submit any request or application for property tax exemption of the Property, in full or in part, challenge the status of the Property as fully subject to property taxation, or seek any ruling by a court or any statutory change that would entitle the property to exemption, in full or in part. Developers agree that this Agreement shall constitute a restrictive covenant restricting the use of the Property to uses which are not exempt from real estate taxes until the dissolution of the District.

E. No reduction in property taxes. Until such time that the District closes, Developers will not contest any tax assessment if the contest could result in a reduction of the property's assessed value below \$163,229, which equals the Property assessment as of September 24, 2019, plus the cost of the Development.

5. Developers to Pay Village Costs. Developers shall pay to the Village all costs incurred by the Village, including reasonable attorney fees, arising from the consideration, negotiation, drafting, execution, and recording of this Agreement, within 30 days from receipt of an invoice evidencing the total cost for the same.

6. Acceptance of Agreement No Waiver. Nothing in this Agreement waives any obligation or requirement of Developers to obtain all necessary approvals, licenses, and permits from the Village in accordance with its usual practices and procedures, nor obligates the Village to grant any approval, license, permit, variance, exception, or conditional use, or approve any building or use the Village determines not to be in compliance with the municipal codes and ordinances of the Village, or in the best interests of the Village.

7. Access Permitted. Developers shall permit representatives of the Village to have reasonable access to the Property at all reasonable times for the purposes of reviewing compliance with this Agreement, including, but not limited to inspecting all work being performed in connection with this Agreement.

8. Default. A default is defined as the Developers' or the Village's breach of, or failure to comply with, the terms of this Agreement. The Village and the Developers reserve to themselves all remedies available at law or equity as necessary to cure any default. Remedies shall include, but are not limited to, stopping construction in the Development as necessary to correct any defect.

9. Recovery of Expenses. If, after reasonable efforts to negotiate a resolution, either party is required to resort to litigation, arbitration, or mediation to enforce the terms of this Agreement, the party not prevailing in the litigation, arbitration, or mediation shall pay all the prevailing party's costs, including reasonable attorney's fees and expert witness fees. If the court, arbitrator, or mediator awards relief to both parties, each will bear its own costs on their entirety. Each party agrees that it will request that the court enter an order determining the "prevailing party."

10. Developers' Covenants. In addition to any other warranties or representations made by Developers in this Agreement, each Developer covenants, warrants, represents, and agrees as follows:

A. All work to be performed by the Developers in and on the Property will be performed in a good and workerlike manner and consistent with the prevailing industry standards for high quality construction in the area of the Village. The Developers will perform all work in compliance with all applicable laws, regulations, ordinances, and permits, and the Developers will at their sole cost and expense obtain and maintain all necessary permits and licenses for such work.

B. The execution, delivery, and performance by the Developers of this Agreement and other transactions contemplated in connection with this agreement: (i) are within the legal powers and authority of the Developers, (ii) to the best of the Developers' knowledge do not and will not require the consent, approval or authorization of, or notice to, any federal or state governmental authority or regulatory body and (iii) to the best of the Developers' knowledge do not and will not conflict with, result in any violation of, or constitute a default under any provision of law or of any agreement upon the Developers.

C. To the best of the Developers' knowledge there are not litigation, arbitration, or governmental proceedings pending or threatened against the Developers which would if adversely determined, adversely and materially affect the financial condition or continued operations of the Developers.

11. Limitation on Assignment. The Developers shall have no right to assign any of their rights or obligations under this Agreement without the prior written consent of the Village, which consent shall not be unreasonably withheld or delayed.

12. Governing Law. The laws of the State of Wisconsin in all respects shall govern this Agreement.

13. Waiver. No waiver of any provision of this Agreement shall be deemed or constitute a waiver of any other provisions, nor shall it be deemed or constitute a continuing waiver unless expressly provided for by a written amendment to this Agreement signed by both the Village and the Developers; nor shall the waiver of any default under this Agreement be deemed a waiver of any subsequent default or defaults of the same type. The Village's failure to exercise any right under this Agreement shall not constitute the approval of any wrongful act by the Developers or the acceptance of any improvement.

14. Changes to Agreement. This Agreement may not be modified orally, but may be changed or amended only by agreement by the parties in a writing signed by the appropriate representatives of each party and with the actual authority of each party.

15. Governmental Immunity. Nothing contained within this Agreement is intended to be a waiver or estoppel of the Village or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wis. Stats. §§ 893.80, 895.52, and 345.05.

16. Severability. If any provision of this Agreement shall be held invalid under any applicable laws, such invalidity shall not affect any other provisions of this Agreement that can be given effect without the invalid provisions and, to this end, the provisions hereof are severable.

17. No Rights Vested. The provisions of this Agreement shall not vest any right in the Developers, except such rights as are expressly set forth herein or as shall be expressly provided by state statute. The Village's performance under this Agreement is contingent upon the Developers' compliance with all applicable federal, state and Village statutes, rules, regulations and ordinances.

18. Notice. Notice required or permitted by this Agreement shall be deemed effective when personally delivered in writing or three (3) days after notice is deposited with the United States Postal service, postage paid, certified and returned receipt requested and addressed as follows:

To the Village:
Village Clerk
Village of Deerfield
P.O. Box 66
4 N. Main Street
Deerfield, WI 53531

With a Copy to:
Boardman & Clark LLP
Attn: Jared Walker Smith
P.O. Box 927
Madison, WI 53701-0927

To the Developers:
Teresa Pelletier
P.O. Box 191
Deerfield, WI 53531

19. Agreement Runs with the Land. This Agreement and the covenants contained herein shall run with the land, and shall inure to the benefit of and shall be binding upon the respective successors and permitted assigns of the Developers and the Village. The Village may record this Agreement on the record title to the Property, append a legal description for said purpose, and, in the Village's sole discretion, exclude from such recording all or portions of Exhibit A.

IN WITNESS WHEREOF, this Agreement is effective when fully executed by the Village and Developers.

DEVELOPERS

Teresa M. Pelletier

Date signed

Joseph A. Howard

Date signed

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) SS
COUNTY OF DANE)

On this ____ day of _____, 2020, before me, a notary public in and for Dane County, Wisconsin, Teresa M. Pelletier and Joseph A. Howard, personally appeared, to me known to be the person(s) named herein and who executed the foregoing instrument and acknowledged that he or she executed the same as his or her voluntary act(s) and deed(s).

Notary Public, State of Wisconsin
Name: _____
My Commission: _____

VILLAGE
VILLAGE OF DEERFIELD

By: _____
Name: Gregory Frutiger
Title: Village President

Date signed

ATTESTED:

By: _____
Name: Elizabeth J. McCredie
Title: Village Administrator Clerk-Treasurer

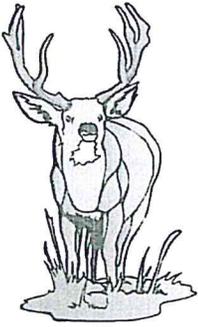
AUTHENTICATION

Signatures of Gregory Frutiger, Village President, and Elizabeth J. McCredie, Village Administrator Clerk-Treasurer, authenticated on _____, 2020.

Jared Walker Smith
Attorney, Boardman & Clark LLP
TITLE: MEMBER STATE BAR OF WISCONSIN

EXHIBIT A
TIF ASSISTANCE APPLICATION DATED DECEMBER 9, 2019

**ADDENDUM
LEGAL DESCRIPTION**



VILLAGE OF DEERFIELD

4 North Main St., P.O. Box 66, Deerfield, WI. 53531

TELEPHONE: 608-764-5404

FAX: 608-764-5807

Village President: Greg Frutiger
Village Administrator / Clerk-Treasurer: Elizabeth McCredie
www.deerfieldwi.com

Village of Deerfield
TIF Assistance Application
Approved to Form April 18, 2011

Date 9 dec 19

Fees Paid _____
Per Section 2.4(1) & (2)

APPLICANT INFORMATION

PROJECT INFORMATION

Property Owner teresa Pelletier & Joe Howard

Business Name Deerfield Rentals, LLC

Mailing Address PO Box 191

Project Title _____

Deerfield, WI 53531 Project Address 8-10 N Main St.

Contact Person Teresa Pelletier

Contact Address same

Contact Person phone 571-276-1812
e-mail teresa@deerfieldcoffeehouse.com

Parcel Number	Year <u>2019</u> Assessed Value	Year <u>2020</u> Equalized Value
<u>0712-214-7515-7</u>	<u>\$144,800</u>	<u>\$164,800</u>

Information found on tax bills.

1. Benefit to TID#3 and community

Deerfield Rentals business vision is to provide modern living spaces that provide safety and comfort in the Deerfield community. Our residential renovation project) incorporates the Village's Vision to have a "safe and quality way of life," with pleasant neighborhoods and viable residential growth, as well as increase the real estate value of buildings along Main Street. Our goal is to improve the safety and efficiency of the buildings, as well as increase the curbside appeal and contribution to an aesthetically pleasing Main Street. By beautifying our buildings, we'll be beautifying Deerfield.

Improving the quality of the apartments available for rent will attracts tenants who are capable of being a stable part of the economic stimulation along Main Street. Increasing the quality of apartments will also increase the value of the buildings, and, therefore, tax income to the village from property taxes. Residents who are seeking out comfortable, attractive living spaces will contribute to the restaurants and service-based companies in Deerfield.

We have demonstrated a strong commitment to building community and investing in the economy of Deerfield. Our project total is approximately \$20,000. We are able to invest \$5000 of personal funds and are asking for \$15,000 to facilitate the replacement of windows and garage doors, improve the deck and front concrete planter.

4. Why Assistance is Needed:

We have exhausted our personal and lending options in purchasing and beginning renovations for the buildings of Deerfield Rentals. We will not be able to proceed with any renovations or upgrades without additional assistance.

Attachment 2: Details of Project *Beautify the Buildings*

8-10 N Main St Renovations		
1. Improve façade <ul style="list-style-type: none">a. Replace decaying garage doorsb. Replace decaying and slanting deckc. Remove stump and concrete planter along Main Street		4,275
2. Replace original, single-pane windows	<i>Window World</i>	15,854
	<i>TOTAL</i>	<i>20,129</i>

WINDOW-WORLD OF FOND DU LAC
 235 Morris Street
 Fond du Lac, WI 54935
 (920) 923-4169
 fonddulac@windowworld.com



WINDOW-WORLD OF MADISON
 202 Régas Road
 Madison, WI 53714
 (608) 268-9040
 madison@windowworld.com

1-800-NEXT-WINDOW
 WindowWorld.com

Customer: TERESA PELLETIER Phone (h) 571 276 1812
 Install Address: 8-10 MAIN Phone (w) _____
 Bill Address: _____ E-mail _____

WINDOW-WORLD		GLASS OPTIONS	
33 2000 Series DH All-Weld	236 \$259 3788	INC 1/2 Screens	\$9 INCLUDED
4000 Series DH All-Weld	\$289	INC Foam Insulation on Jamb and Head	\$11 INCLUDED
6000 Series DH All-Weld	\$299	INC Double Strength Glass	\$15 INCLUDED
1 2 Lite Slider Up to 93 U.I.	\$300 360	INC Double Locks (> 24")	\$5 INCLUDED
2 Lite Slider Up to 119 U.I.	\$325	INC Lifetime Warranty	\$ INCLUDED
2 Lite Slider Over 120 U.I.	\$350	Lifetime Glass Breakage Warranty	\$25
3 Lite Slider * (1/3, 1/3, 1/3) (1/4, 1/2, 1/4)	\$1000	34 Double Pane SolarZone*	\$99 3366
Picture	\$600	Triple Pane SolarZone*	\$139
Awning/Casement	\$350		
2 Lite Casement *	\$700	WINDOW OPTIONS	
3 Lite Casement * (1/3, 1/3, 1/3) (1/4, 1/2, 1/4)	\$1200	Full Screens	\$35
Bay Window *	\$3200	Colonial Contoured Grids (BSO) (TSO)	\$40
Bow Window *	\$3400	Grids (BSO) (TSO)	\$90
Garden Window *	\$	Tempered, DH Sash (BSO) (TSO)	\$70/Sash
Specialty Window	\$	Obscure Glass (BSO) (TSO)	\$40/Sash
Belge/Almond *	\$40	Oriel Style (40/60 or 60/40)	\$50
Wood Grain Interior *	\$95	Mounting Fin	\$35
Colored Exterior *	\$150	Foam Enhanced Frame **	\$35
Window Color <u>WHT</u> / <u>WHT</u>		PRE 1978 BUILT HOMES (WI DHS Lead Law)	
Inside Outside		34 Fee Per Section	\$30 1020
		Fee Per Multiple	\$40
		MY HOME WAS BUILT IN THE YEAR Initial	
		MISCELLANEOUS	
		34 Custom Exterior Trim	\$95 3230
		Facing Color <u>TBO</u>	
		Specialty Window Exterior Trim	\$
		Mull to Form Unit/Mullion Removal	\$50
		Metal Window Extra Labor/Vinyl	\$65
		Insulate Weight Boxes	\$30
		Interior Stops	\$45
		Exterior Stops	\$40
		Bay Roof (Install or Removal)	\$400
		Interior Casing (Bay/Bow/PD)	\$150
		Interior Casing (Window/Door)	\$100
		Repair Sill, Jamb, Brickmold, WRB	\$50
		Remove and Install A/C or Awning	\$100
		Remove and Install Shutters/Security Bars	\$35
		Paint / Stain Woodwork-Color	\$

DOORS	
(XO) (OX) Viewed from outside	
X is operating panel	
Vinyl Rolling Patio Door 6ft.	\$1300
Vinyl Rolling Patio Door 8ft.	\$1550
Vinyl Rolling Patio Door 9ft.	\$1850
Custom Size PD	\$
Colonial Contoured Grids	\$100
Double Pane SolarZone	\$225
Triple Pane SolarZone	\$400
Patio Door Exterior Trim	\$170
Facing Color	
Wood Grain Interior / Belge/Almond*	\$225
Colored Exterior *	\$385
Storm Door	\$
Door Color <u>WHT</u> / <u>WHT</u>	
Inside Outside	

Disclaimer: Estimate Valid For 30 Days.
 *Price is per section ** Available in DH & Picture Only



NO EXTRA WORK IF NOT IN WRITING!
 HOMEOWNER RESPONSIBLE
 FOR ALL PAINTING & STAINING
 Loan Term _____
 Approval # _____

Customer agrees to the terms of payment as follows:
 Extra Labor \$ _____
 Site set up and Disposal Fee \$ 150.00
 Total Amount \$ 15,854
 Custom Order Deposit 50% \$ _____ Ck# _____
 Balance Paid to Installer upon Completion \$ _____
 Amount Financed \$ _____

You the buyer may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction.
 Notice of cancellation must be in writing postmarked no later than midnight of the following third business day.
THIS IS A CUSTOM ORDER NOT FOR RESALE!

Owner _____ Date _____
 Salesman _____ Date _____
 Owner _____ Date _____

VILLAGE OF DEERFIELD'S

***ECONOMIC DEVELOPMENT REVOLVING
LOAN PROGRAM:***

MANUAL OF POLICIES AND PROCEDURES

JULY 1993, REVISION

(ADOPTED AUGUST 9, 1993)

ECONOMIC DEVELOPMENT REVOLVING LOAN PROGRAMS

POLICIES AND PROCEDURES MANUAL

FOREWORD

Proceeds for the Village of Deerfield Economic Development Revolving Loan Fund were originally made available through a Wisconsin Development Fund (WDF) grant awarded to the Village in February of 1988. This grant was provided under the Economic Development Program, administered by the Wisconsin Department of Development.

The original WDF grant provided a loan of \$168,100 to Bordson Machine and Tool Company for the acquisition of machinery and equipment. Principal and interest repaid by Bordson Machine and Tool Company have been used to establish the Village's revolving loan fund. This fund will provide a second source of financing for eligible industries wishing to expand or relocate to the Village of Deerfield

Policies and Procedures contained in this Manual govern the use of revolving loan funds.

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SECTION 1 GENERAL PROVISIONS

1.1 TITLE.

These regulations shall hereafter be known, cited and referred to as the Village of Deerfield's Economic Development Revolving Loan Program: Policies and Procedures (July, 1993 Revision). The prior manual, dated August 1988 and revised January 1989 and March 1989, is hereby repealed and replaced.

1.2 PURPOSE

These regulations have been established to set forth the criteria which will govern economic development activities to be assisted with funds made available through the Village's Economic Development Revolving Loan Program (hereinafter referred to as the Program).

1.3 OBJECTIVES.

Economic Development activities assisted with funds made available through this Program are intended to meet the following objectives:

- (1) To maintain and promote a diverse mix of employment opportunities to minimize seasonal or cyclical employment fluctuations.
- (2) To encourage the creation and retention of permanent jobs which represent a range of wage scales appropriate to the skills and experience of the area labor force.
- (3) To encourage the leveraging of new private investment in the community.
- (4) To maintain a positive business climate which encourages the retention and expansion of existing business and industry and helps to attract desirable new business and industry.
- (5) To encourage the development of modern technology and safe, healthful work environments.

1.4 AMENDMENTS.

The Village Board may from time to time amend the provisions imposed by the Economic Development Revolving Loan Program: Manual of Policies and Procedures.

SECTION 2 ADMINISTRATION

2.1 PROGRAM ROLES.

- (1) The Finance Committee shall review overall policies and procedures for implementing the Program, consider all complaints or disputes within the Program, and make recommendations to the Village Board. In conjunction with the Industrial Park Commission, the Finance Committee shall review and rank all loan applications and make recommendations to the Village Board for approval or disapproval.
- (2) The Village Board shall establish overall policies and procedures for implementing the Program, review and rank all loan applications, approve or disapprove requests for funds, and resolve complaints or disputes within the Program.
- (3) The Village Clerk and Village President shall explain the Program to prospective applicants, furnish written information, and process all requests for funds.
- (4) The Village Clerk shall review all financial statements and loan amortization schedules, review and approve documentation of program expenditures, record security instruments, maintain a separate accounting record, and report annually to the DOD regarding the use of Program income.
- (5) The Village Attorney shall prepare all loan agreements, review all Promissory Notes and mortgage or lien instruments, and advise the Board on default matters.

2.2 MEETINGS

Meetings shall be held on an as-needed basis in the Village Hall located at 4 N. Main Street, Deerfield, Wisconsin, unless otherwise agreed and noticed. All Finance Committee and Board members shall be given prior notice of their respective meetings. For the purpose of Village Board action a majority of the seven board members shall constitute a quorum. A majority of those present and constituting a quorum shall be required for official Board action to take place.

2.3 RECORDS

Written records of all Program activities including minutes of Program meetings, loan applications and related documents, shall be maintained in the office of the Village Clerk. All individual project files shall be maintained as confidential records and shall not be disclosed to third parties, except as may be required by the "Open Records" laws.

2.4 ADMINISTRATIVE COSTS.

Up to 7 percent of the funds available each year may be used for direct loan administration costs, including the following:

- (1) Legal costs for preparing loan agreements and assisting with implementation and monitoring of the Program.
- (2) Consulting fees to review business plans and to provide technical assistance.
- (3) Hard costs such as copying, typing and mailing expenses.
- (4) Ongoing reporting requirements and loan review, reduced by the amount paid for review fees by the applicant.

2.5 REVIEW FEES.

Application review fees and an origination fee of 1% of the loan amount for administration fees, will be paid by the applicant at the time of the loan closing. Additional administrative fees will be billed to the applicant as services are rendered and shall be paid by the applicant within 30 days of the invoice date. The applicant will be notified of the need for additional contribution beyond the initial fees prior to the time the Village provides the initial administrative services.

SECTION 3 ***ELIGIBILITY***

3.1 Eligible Applicants.

- (1) Applications may be submitted by the Chief Executive Officer or President of any business or industry wishing to expand an existing operation or establish a new operation in the Village of Deerfield.
- (2) No member of the Village Board or any other official, employee or agent of the Village who exercises policy, decision-making functions or responsibilities in connection with the implementation of this Program is eligible for direct financial assistance under this Program.
- (3) No Program Loans will be made which are in conflict with Section 946.13 of the Wisconsin Statutes (Private Interest in Public Contract Prohibited).

3.2 ELIGIBLE ACTIVITIES.

Program loans shall be available to eligible applicants for the following activities:

- (1) The acquisition of land, buildings and fixed equipment.
- (2) The construction, reconstruction or installation of buildings, fixed equipment and machinery and site improvements.
- (3) The addition, clearance, demolition, removal or rehabilitation of buildings and improvements.
- (4) The payment of assessments for sewer, water, street and other public utilities, if the provision of the facilities will directly create or retain jobs.
- (5) The purchase/lease of equipment and machinery, except as excluded in Section 3.3 below.
- (6) Acquisition of inventory.
- (7) Working capital, with preference for restricting any payroll costs to those attributable to expanded employment.

3.3 INELIGIBLE ACTIVITIES.

Program loans shall not be available for the following activities:

- (1) Refinancing or reimbursement for expenditures made prior to loan approval.
- (2) Equipment which is moveable or has a depreciation life of 5 years or less, such as office equipment, furnishings or minor tools.
- (3) Routine maintenance of plant or shop facilities.
- (4) Construction or rehabilitation of residential buildings.
- (5) Specialized equipment that is not essential to business operations.

MINIMUM REQUIREMENTS.

To be eligible for funding, the proposed project must meet all of the following minimum requirements:

- (1) Private Funds Leveraged. The applicant must leverage a minimum of one dollar of private funds for every one dollar of loan funds. The Village Board may, in exceptional circumstances increase or decrease this requirement.
- (2) Cost Per Job Created or Retained/Penalty for Failure to Meet Standards. At least one full time permanent position must be created or retained for every \$20,000 requested. If the required number of jobs are not created or retained, within the time frame set forth in the loan agreement, a penalty will be applied to the loan. The penalty shall be \$1,500.00 per each job not created.
- (3) Demonstration of Need. The applicant must demonstrate that the proposed project is not eligible for financing from any other source on reasonably equivalent terms and that assistance is required to remain competitive in the industry to which it belongs.
- (4) Financial Feasibility and Business Viability. The applicant must demonstrate that the proposed project is viable and the business will have the economic ability to repay the funds.
- (5) Location. Activities financed under the Program must be located within the Village of Deerfield corporate limits.
- (6) Low-Moderate Income (LMI) Benefit. Each project must benefit at least 60% low and moderate income persons. Job applicants and/or employees, for the jobs which are required to be created or retained, will need to submit information on family size and family income. This information will be used to verify the LMI Benefit, and will be kept confidential.

Low and moderate income persons shall be defined in accordance with the low-moderate income limits in effect in Dane County as of the date of application. The Village will obtain this information from Dane County as the need arises.

Family shall be defined as spouses, single parents, and legal dependents or as currently defined by the Wisconsin Department of Development.

SECTION 4 REVOLVING LOAN PROGRAM

4.1 DEFINITION.

Direct loans are available to eligible applicants meeting all the minimum Program requirements.

4.2 CONDITIONS.

Loan proposals should be based on need and ability to repay. Minimum standards include the following:

- (1) Loan Amount. Loan amounts are subject to the availability of funds. There is no set minimum or maximum loan amount; however, the Village generally will not loan less than \$10,000 or more than \$150,000.
- (2) Interest Rate. The interest rate may be fixed or graduated on a fixed schedule. In no case shall the interest rate be less than 3 percent or greater than 2 percent above the prime rate at the time the contract is signed.
- (3) Term. The term of loan shall be no longer than the term of the private financing. In no case shall the term exceed 15 years.
- (4) Period of Payment. The repayment schedule shall be set up for either monthly or quarterly payments. Whenever possible, an amortization schedule shall be provided and accepted at the loan closing.
- (5) Amount of Payment. Interest and principal shall be collected for all of the term to maturity. However, interest and/or principal may be deferred for up to one year, if justified in the loan proposal.
- (6) Collateral. Reasonable security will be required for 100 percent of the loan. Collateral generally shall consist of a first or second lien on all assets to be purchased with loan proceeds, as well as a lien on all other assets owned and used in the business and personal guarantees.

SECTION 5 APPLICATION PROCEDURES

5.1 DISCUSSION OF REQUIREMENTS.

Before submitting an application, the applicant shall discuss the Program with the authorized Village Officials. The authorized Village Officials shall provide the applicant with the appropriate application forms and may provide information that may assist the applicant in completing the application. All financial information shall be kept confidential.

5.2 TIMING.

Applications may be submitted at any time during the calendar year.

5.3 PRIORITY.

Applications will be evaluated in the order received.

5.4 LOAN PACKAGE.

Applicants shall submit a loan package consisting of the following information:

- (1) Application. A completed application form, as provided by the Village Clerk.
- (2) Business Description. A written description of the business, including the following:
 - (a) A brief history of the existing or proposed business, including when it started or is to start, type of operation, legal structure, union status, and products.
 - (b) Key customers and clients.
 - (c) A brief personal resume of each principal associated with the business, including number of years experience, educational background, and personal involvement in proposed business.
 - (d) Financial statements for previous three (3) years, the most recent of which must be a reviewed or audited financial statement. The financial statement should include an income statement and a balance sheet.
- (3) Project Description. Explain how the company plans to use the requested funds.

- (4) Need. Explain and document why Program financing is necessary to implement the proposed project. One or more of the following examples may apply:
 - (a) Demonstrate the existence of a financing gap.
 - (b) Demonstrate that the proposed project is not economically feasible if private financing must be used for 100 percent of the project.
 - (c) Demonstrate that private financing or investment in the project is contingent upon and will be leveraged by Program financing.
- (5) Commitments from Private Lenders. Include documentation of commitments from all private lenders making loans to the project. Lender commitment letters should include:
 - (a) Description of the type of loan being made by the lender (first mortgage, permanent financing, construction finance, etc.).
 - (b) The amount of the loan, interest rate, term and security.
 - (c) Statement that the loan is contingent only on the receipt of Program financing, if applicable.
- (6) Projections. Provide three years projected balance sheets, income statements, and cash flow statements that clearly indicate the project will work. Financial statements must include a compilation letter, signed by an accountant.

5.5 REVIEW PROCESS.

Specific steps in the review process include the following:

- (1) Preliminary Review. The Village Clerk, Finance Committee, Industrial Park Commission and Village Attorney shall review the application for completeness and verify that the proposed program meets the minimum requirements provided in Section 3.4. If the application is not complete, the Village Clerk and/or Finance Committee will call the applicant and state the deficiencies. Changes will come back for review. Once complete, the Finance Committee and Industrial Park Commission will recommend approval/disapproval and terms to the Village Board.

- (2) Formal Review. The Village Board will meet to formally review the application, determine whether the application is acceptable for funding and, if acceptable, recommend terms of the loan.
- (3) Notice of Award, Negotiation of Terms and Closing. Once the review is complete and the application is approved, the Village Attorney will contact the business to negotiate and confirm the terms of the loan. A meeting will be arranged to execute the necessary loan closing documents.
- (4) Notice of Disapproval. If the application is not approved, the Village President shall send a letter to the applicant stating the reasons for rejection.

SECTION 6 DISTRIBUTION OF FUNDS

6.1 LOAN PROCEDURES.

Prior to releasing funds, the following terms and conditions must first be met:

- (1) Notice of Award. The Village Board must have reviewed and approved a complete application for an eligible project submitted by an eligible applicant.
- (2) Evidence of Program Expenditures. Documentation must be provided by the business to evidence program expenditures prior to the release of funds. Documentation shall include invoices, receipts for materials, approved requests for payment, final bills for sale or canceled checks. All documentation shall be reviewed and approved by the Finance Committee.
- (3) Fixed Equipment. Fixed equipment financed with Program funds must have been purchased, delivered and installed or firm arrangements for same confirmed. In some cases, loan proceeds may be disbursed to the vendor for payment of the fixed equipment. The Village Representative shall verify the installation of fixed equipment.
- (4) Loan Agreement. The Village Attorney shall prepare a loan agreement which shall be executed by the Village President and Chief Executive Officer of the business.
- (5) Promissory Note. A promissory note shall be prepared by the business' attorney and approved by the Village Attorney. The promissory note must be signed by the Chief Executive Officer of the business at the time of the loan closing. The note must be dated; it must reference the agreement between the Village and the business; and it must specify the amount and terms of the loan funds delivered.
- (6) Repayment Schedule. A loan repayment or amortization schedule shall be prepared by the Village Clerk. At the closing, the repayment schedule should be dated and initialed by both the Village President and the Chief Executive Officer of the business. At the time, the repayment schedule should be attached to both parties' copies of the agreement.
- (7) Security. Mortgage or lien instruments provided as security for all loans must be prepared by the business' Attorney, approved by the Village Attorney and executed at the time of loan closing. The Village Clerk shall record the instrument and place a copy in the project file.

6.2

Amendment of Loan Documents

To be effective, any amendments of loan documents shall be in writing and must be approved by the Village Board. Satisfactory arrangements for preparation of amendments will vary based on individual circumstances.

SECTION 7 **PERFORMANCE MONITORING**

7.1 PRIVATE LEVERAGE COMMITMENTS.

The Village Clerk/Finance Committee shall monitor the use of funds and the expenditure of private leverage commitments. Documentation may include invoices or receipts for materials and supplies, letters from lenders, final bills of sale and cancelled checks.

7.2 HIRING OF NEW EMPLOYEES.

The Applicant shall provide all such information as is reasonably necessary for the authorized Village Representative to monitor the number of new employees hired. Job creation must be documented using payroll records. Before-project and after-project payroll records should be provided annually, (based on loan date) by the employer, to the Village, to document job creation.

7.3 DEFAULT.

Except where otherwise provided in the loan documents, failure by the business to make any payments of principal or interest within 30 days after the payment is due and payable shall be considered a default. In the event of a default, all sums due and owing to the Village shall, at the Village's option, become immediately due and payable. To exercise this option, the Village Attorney shall prepare a written notice to the company. The notice shall specify the following:

- (1) The default.
- (2) The action required to cure the default.
- (3) A date, not less than 30 days from the date of the notice, by which the default must be cured to avoid foreclosure or other collection action.

SECTION 8 REUSE OF FUNDS

8.1 ACTIVE PROGRAM.

Prepaid funds shall be deposited into a revolving loan account and used in a manner consistent with the then existing Economic Development Revolving Loan Program Manual of Policies and Procedures. A separate accounting record shall be kept so that a clear, auditable account can be maintained to show how funds have been used. The revolving loan account shall be audited in the same manner and at the same time as the regular Wisconsin Development Fund account.

- (1) Retained Income. Program income in excess of \$150,000.00 shall be returned to the Wisconsin Department of Development (DOD). This amount may be adjusted by DOD based on population in the Village. Prior to returning such income, the Village Clerk shall contact DOD for instructions.

- (2) Reporting. The Village Clerk shall report annually to the DOD regarding the use of Program income. Reports shall be submitted on forms prescribed by the

DOD.DATE: _____

APPLICANT: _____

REVIEWED BY: _____

DATE: _____
 APPLICANT: _____
 REVIEWED BY: _____

VILLAGE OF DEERFIELD
 REVOLVING LOAN PROGRAM
 APPLICATION REVIEW CHECKLIST

A. ELIGIBILITY YES NO

Applicants

- 1. Application submitted by President/ CEO of business or industry. _____
- 2. Business/industry to receive funds located within the Village of Deerfield. _____
- 3. Loan request is not conflict with Section 946.13 of the Wisconsin Statutes (Private Interest in Public Contract Prohibited). _____
- 4. Application would not provide direct assistance to a member of the Village of Deerfield or any official, employee, or agent of the Village with responsibilities in connection with implementation of this program. _____

BOARD

Activities

1.	Acquisition of land, buildings, and fixed equipment.	_____	_____
2.	Construction, reconstruction, or installation of buildings, fixed equipment, and machinery and site improvements.	_____	_____
3.	The addition, clearance, demolition, removal, or rehabilitation of buildings and improvements.	_____	_____
4.	Payment of assessments for sewer, water, street and other public utilities (if the provision of the facilities will directly create or retain jobs.	_____	_____
5.	Purchase/lease of equipment and machinery (other than exceptions)	_____	_____
6.	Acquisition of inventory.	_____	_____
7.	Working capital	_____	_____

Note: The following activities are ineligible:

- Refinancing or reimbursement for expenditures made prior to loan approval.
- Equipment which is moveable or has a depreciation life of less than 5 years (i.e. - office equipment, furnishings, minor tools.
- Routine maintenance of plant or shop facilities.
- Residential building construction or rehabilitation.
- Specialized equipment that is not essential to business operations.

Comments:

B. MINIMUM PROJECT REQUIREMENTS.

YES

NO

1. Private funds leveraged (\$1 private for \$1 of revolving loan fund.
2. One permanent full-time position created for every \$20,000 requested.
3. Demonstration of need (project not eligible for other financing, assistance required to remain competitive).
4. Project is viable and business will not have ability to repay funds.
5. Project is located within the Village of Deerfield corporate limits.
6. Meets LMI benefit requirement.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Comments:

C.	<u>LOAN PACKAGE</u>	<u>YES</u>	<u>NO</u>
1.	Completed application.	___	___
2.	Business description:		
	<ul style="list-style-type: none"> ● Brief history (start date, type of operation, legal structure, union, statues, markets, and products) 	___	___
	<ul style="list-style-type: none"> ● List of key customers and clients 	___	___
	<ul style="list-style-type: none"> ● Resume of each principal (experience, education, involvement with proposed business). 	___	___
	<ul style="list-style-type: none"> ● Historical financial statements 	___	___
3.	Project description explaining how funds will be used.	___	___
4.	Need for program financing to implement proposed project:		
	<ul style="list-style-type: none"> ● demonstrates the existence of a funding gap (letters from lenders, etc.) 	___	___
	<ul style="list-style-type: none"> ● demonstrates the project is not economically feasible if 100% private financing must be used 	___	___
	<ul style="list-style-type: none"> ● private financing/investment is contingent upon and will be leveraged by Program financing. 	___	___
5.	Commitments from private lenders (documentation from lender required).	___	___
	<ul style="list-style-type: none"> ● description of loan from private 	___	___

- loan amount, interest rate, term and security.
- statement that loan is contingent only on the receipt of Program financing

____ _
____ _

6. Projections

- balance sheet, income statement and cash flow statement assuming loan is received.
- compilation letter/signed by an accountant.

Comments:

Additional Information:

Recommendation:

**DEERFIELD ECONOMIC DEVELOPMENT
REVOLVING LOAN FUND APPLICATION**

Please complete a Confidential Financial Statement and submit to the Village Clerk, Village Hall,
4 N. Main Street, Deerfield, WI 53531.

Applicant's Signature _____

By: _____

Title: _____

Date: _____

The Deerfield Industrial Park and Finance Committee will evaluate the Application in accordance with the following criteria and in comparison with other applications received:

1. Employment Opportunities
2. Economic Impact on Community Including Spin-Off
3. Amount of Project Cost Over and Above the Loan
4. Need for Financial Assistance
5. Compatibility with Nearby Land Uses
6. Consistency with Existing Economic Development Plans of the Village

The Village of Deerfield will also make a determination of Applicant's ability to repay the loan.

THIS SECTION FOR VILLAGE USE ONLY

Date of Preliminary Discussion of Application by:

Industrial Park Committee _____

Finance Committee _____

Village Board _____

Final Action: Approved ___ Disapproved ___ Date ___

Conditions: _____

December 6, 2019

To Whom It May Concern,

This letter grants permission for the Ragnar Great Midwest held on May 16, 2020 to run through the Village of Deerfield.

I understand that the property will be left in the same condition as when Ragnar arrived and that a Third Party Certificate of Insurance will be sent to me, if insurance was requested. Any damages incurred during the time of the event will be the responsibility of Ragnar Events, LLC.

Representative Signature

Date

Representative Name Printed

Contact Phone #



