

# GERMANTOWN SCHOOL DISTRICT

## Notice of Finance Committee Meeting

December 18, 2017

6:00 P.M.

### **To Be Held at Germantown School District Administration Building**

N104 W13840 Donges Bay Rd.

Germantown, WI 53022

## AGENDA

### **I. Meeting Called to Order**

### **II. Roll Call**

### **III. Agenda Revisions and Approval**

### **IV. Approve Minutes**

A. November 27, 2017 Meeting Date

### **V. Consent - Review & Discuss**

A. December Vouchers

### **VI. Unfinished Business – Discussion with Appropriate Action**

A. Tax Incremental District Number 7

B. Operational Cost Analysis of Additional/Remodeled Building & Sites

C. Germantown High School Technical Education Equipment Purchasing

### **VII. New Business – Discussion with Appropriate Action**

A. Monthly Purchase Requests Exceeding \$15,000 & Purchasing/Project Bid Results

B. 2016/2017 Financial Audit

C. Skyward – School Business Activities Accounting Software

### **VIII. Reports**

A. Voucher(s): Follow Up

B. Monthly Financial Reports

C. General Financial Reports

1. Menomonee Falls Swim Club Update

2. 2018 Summer School Fees

### **IX. Adjourn**

**Note:** School Board members who are not members of the Finance Committee may be present at this Finance Committee meeting.

## **GERMANTOWN SCHOOL DISTRICT**

**TO:** Finance Committee

**FROM:** Ric Ericksen, Director of Business & Auxiliary Services

**AGENDA ITEM:** IV.A. – Approve Minutes of the November 27, 2017 meeting

**ATTACHEMENTS:** See next page(s). Please watch for these separately.

**RECOMMENDATION:** Approved as presented.

**GERMANTOWN SCHOOL DISTRICT**  
**Minutes of November 27, 2017 Finance Committee Meeting**

Held at Germantown School District Administration Building  
N104 W13840 Donges Bay Rd.  
Germantown, WI 53022

1. The meeting of the Finance Committee was called to order by Chair Michael Loth at or about 6:38 p.m. Finance Committee Members Present: Loth, Borden, Barney. Absent Excused: none. Board members Larson, Soderberg, Medved were present other Board members may have been present or arrived later. Also present was Ericksen, Holmes, O'Brien, Gabrysiak, Nowak, Grothaus, and other administrators/staff may have been present or arrived later. Guests: Tim Mering, GHS Tech Education department.
2. Motion by Barney, second by Borden to approve the agenda as presented. Motion Carried.
3. Motion by Barney, second by Borden to approve the October 23, 2017 Finance Committee minutes as presented. Noting to adjust the word to time in item 5. Motion Carried.
4. Agenday Item V.: Motion by Barney, second by Borden to consent to Payment of Claims of the November vouchers. Motion Carried. Noting Borden abstained.
5. Ericksen reviewed Agenda Item VI.A.: Tax Incremental District #7 General conversations ensued. No action.
6. Ericksen reported on Agenda Item VI.B.: the Additional/New Facility Operational Cost Analysis as presented. No action.
7. Purchases Exceeding \$15,000 Agenda Item VII.A.: Ericksen/other administrators reviewed items in the background packet:
  - Motion by Borden, second by Barney to bring forward a positive recommendation to the Board of Education the purchase of 32 PLTW laptop computers as presented. Gabrysiak reviewed background, general discussions ensued. Motion carried.
8. Ericksen and Grothaus reported on Agenda Item VII.B.: Germantown High School Technical Education Purchasing/Funding Scenarios as presented. General discussions ensued. No action.
9. Ericksen reported, provided information and/or update the Committee on all topics as shown in under VIII Reports section of the agenda: Voucher Follow Up, Monthly Financial Reports, and General Financail Reports. General discussions ensued. No action taken.
10. Motion by Barney, second by Borden to adjourn the meeting. Motion Carried.
11. Meeting Adjourned at approximately 7:08 p.m.

## **GERMANTOWN SCHOOL DISTRICT**

**TO:** Finance Committee

**FROM:** Ric Ericksen, Director of Business & Auxiliary Services

**AGENDA ITEM:** V.A. – Consent of December Vouchers – Review & Discuss

### **Vouchers List(s)**

Review monthly bills and voucher payments.

Only the FC needs to consent and approve monthly vouchers. Based on policy, it does not go to the full Board of Education.

Report is posted at the google shared drive for the Finance Committee & at the district's web site Finance Committee link

**ATTACHEMENT(S):** None

**RECOMMENDATION:** Consent to Payment of Claims of vouchers as presented & reviewed.

## GERMANTOWN SCHOOL DISTRICT

**TO:** Board of Education                      **TOPIC:** Tax Incremental District #7  
**FROM:** Ric Ericksen                      **BOARD MEETING:** December 18, 2017  
**DATE:** December 13, 2017                      **AGENDA ITEM:**

Please see the October/November Finance Committee packets for information previously reviewed.

**Recommendation to the Finance Committee:**

*Pending discussions, but please know that the purpose of this action item is to allow for the Board of Education to take a stance or position on TID #7 and direct me to communicate to the JRB accordingly at its next meeting.*

Additionally, the FC directed me to gather information relative to other funding options available to the Village or company to develop the area. Page 16 of the attached document discusses some of these options.

Village Administrator, Mr. Kreklow will be in attendance to answer any questions related to the attached report and also review general anticipated economic impacts of the TID. He will be joined by Deborah Reinhold, Business Solution Specialist with Economic Development Washington County (EDWC).

The next scheduled meeting is Jan 2, 2018 – which would be the final JRB meeting.

**ATTACHEMENTS:** Project Plan

November 22, 2017

# Project Plan for the Creation of Tax Incremental District No. 7



Organizational Joint Review Board Meeting Held:	Scheduled for: November 29, 2017
Public Hearing Held:	Scheduled for: November 29, 2017
Consideration for Approval by Plan Commission:	Scheduled for: November 29, 2017
Consideration for Adoption by Village Board:	Scheduled for: December 18, 2017
Consideration for Approval by the Joint Review Board:	Scheduled for: TBD

# Tax Incremental District No. 7 Creation Project Plan

## Village of Germantown Officials

### Village Board

Dean Wolter  
David Baum  
Terri Kaminski  
Alan L. Campbell  
Rick Miller  
Robert L. Warren  
Dennis Myers  
Jeffrey M. Hughes  
Art Zabel

Village President  
Village Trustee  
Village Trustee  
Village Trustee  
Village Trustee  
Village Trustee  
Village Trustee  
Village Trustee  
Village Trustee

### Village Staff

VACANT  
Steven R. Kreklow  
Kim E. Rath  
Jeffrey W. Retzlaff  
Brian Sajdak

Village Clerk  
Village Administrator  
Finance Director  
Community Development Director  
Village Attorney

### Plan Commission

Dean Wolter, Chair  
Lori Johnson  
David Baum  
Benjamin Goetter

Anthony Laszewski  
Peter Nilles  
William Shadid  
Mary Ellen Gray

### Joint Review Board

Village Representative  
Washington County  
Milwaukee Area Technical College District  
Germantown School District  
Public Member



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## SECTION 1: Executive Summary

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### Description of District

#### Type of District, Size and Location

Tax Incremental District (“TID”) No. 7 (the “TID” or “District”) is proposed to be created by the Village of Germantown (“Village”) as an industrial district. A map of the proposed District boundaries is in Section 3 of this plan. The area proposed to be included in the district encompasses 144.2 acres, which is broken into two distinct areas the original J.W. Speaker facility (approximately 57 acres) and the area to be developed by the J.W. Speaker Corporation (approximately 87.2 acres).

#### Estimated Total Project Expenditures.

The Village anticipates making total project expenditures of approximately \$2.69M to undertake the projects listed in this Project Plan. The Village anticipates completing the projects in a single phase. The Expenditure Period of this District is 15 years from the date of adoption of the authorizing Resolution of the Village Board (the “Creation Resolution”). The projects to be undertaken pursuant to this Project Plan are expected to be financed with debt issued by the Village, however, the Village may use other alternative financing methods which may provide overall lower costs of financing, preserve debt capacity, mitigate risk to the Village, or provide other advantages as determined by the Village Board. A discussion and listing of other possible financing mechanisms, as well as a summary of total project financing, is in Section 10 of this plan.

#### Economic Development

Because of the creation of this District, the Village projects that additional land and improvements value of approximately \$26.8 Million will be created because of new development and expansion of the existing Speaker facility. This additional value will be a result of the improvements made and projects undertaken within the District. A table detailing assumptions as to the timing of new development and redevelopment and associated values is in Section 10 of this Plan. In addition, creation of the District is expected to result in other economic benefits as detailed in the Summary of Findings hereafter.

#### Expected Termination of District

Based on the Economic Feasibility Study located in Section 10 of this plan, this District would be expected to generate sufficient tax increments to recover all project costs by the year 2031; eight years earlier than the 20-year maximum life of this District.

### Summary of Findings

As required by Wisconsin Statutes Section 66.1105, and as documented in this Project Plan and the exhibits contained and referenced herein, the following findings are made:

- 1. That “but for” the creation of this District, the development projected to occur as detailed in this Project Plan: 1) would not occur; or 2) would not occur in the manner, at the values, or**

**within the timeframe desired by the Village.** In making this determination, the Village has considered the following information:

- The lands to the west of the Speaker facility sites proposed for development have remained vacant due to a lack of adequate infrastructure. Given that the sites have not developed as would have been expected under normal market conditions, it is the judgment of the Village that the use of Tax Incremental Financing (“TIF”) will be required to provide the necessary infrastructure and inducements to encourage development on the sites consistent with that desired by the Village.
- To make the areas included within the District suitable for development, the Village will need to make an investment to pay for the costs of installation of utilities; installation of streets and related streetscape items; development incentive payments, and other associated costs. Due to the extensive initial investment in public infrastructure that is required to allow development to occur, the Village has determined that development of the area will not occur solely because of private investment. Accordingly, the Village finds that absent the use of TIF, development of the area is unlikely to occur.

2. **The economic benefits of the Tax Incremental District, as measured by increased employment, business and personal income, and property value, are sufficient to compensate for the cost of the improvements.** In making this determination, the Village has considered the following information:

- As demonstrated in the Economic Feasibility Section of this Project Plan, the tax increments projected to be collected are more than sufficient to pay for the proposed project costs. On this basis alone, the finding is supported.
- The development expected to occur is likely to generate approximately 132 jobs over the buildout of the Speaker campus. According to wage estimates prepared by J.W. Speaker, the job creation will produce more than \$6 M of additional payroll annually.

3. **The benefits of the proposal outweigh the anticipated tax increments to be paid by the owners of property in the overlying taxing jurisdictions.**

- If approved, the District’s creation would become effective for valuation purposes as of January 1, 2018. As of this date, the values of all existing development would be frozen and the property taxes collected on this base value would continue to be distributed amongst the various taxing entities as they currently are now. Taxes levied on any additional value established within the District due to new construction, renovation or appreciation of property values occurring after January 1, 2018 would be collected by the TID and used to repay the costs of TIF-eligible projects undertaken within the District.
- Since the development expected to occur is unlikely to take place or in the same manner without the use of TIF (see Finding #1) and since the District will generate economic benefits that are more than sufficient to compensate for the cost of the improvements (see Finding #2), the Village reasonably concludes that the overall benefits of the District outweigh the anticipated tax increments to be paid by the owners of property in the overlying taxing jurisdictions. It is further concluded that since the “but for” test is satisfied, there would, in fact, be no foregone tax increments to be paid in the event the District is not created. As required by Section 66.1105(4)(i)4., a calculation of the share of projected tax increments estimated to be paid by the

owners of property in the overlying taxing jurisdictions has been made and can be found in Appendix A of this plan.

4. Not less than 50% by area of the real property within the District is suitable for industrial sites and zoned for industrial use within the meaning of Wisconsin Statutes Section 66.1101. Any real property within the District that is found suitable for industrial sites and is zoned for industrial use at the time of the creation of the District will remain zoned for industrial use for the life of the District.
5. Based upon the findings, as stated above, the District is declared to be an industrial District based on the identification and classification of the property included within the District.
6. The project costs relate directly to promoting industrial development in the District consistent with the purpose for which the District is created.
7. The improvement of such area is likely to enhance significantly the value of substantially all the other real property in the District.
8. The equalized value of taxable property of the District, plus the value increment of all existing tax incremental districts within the Village, does not exceed 12% of the total equalized value of taxable property within the Village.
9. The Village estimates that none of the territory within the District will be devoted to retail business at the end of the District's maximum expenditure period, pursuant to Wisconsin Statutes Sections 66.1105(5)(b) and 66.1105(6)(am)1.
10. The Project Plan for the District in the Village is feasible, and is in conformity with the master plan of the Village.

## SECTION 2: Type and General Description of District

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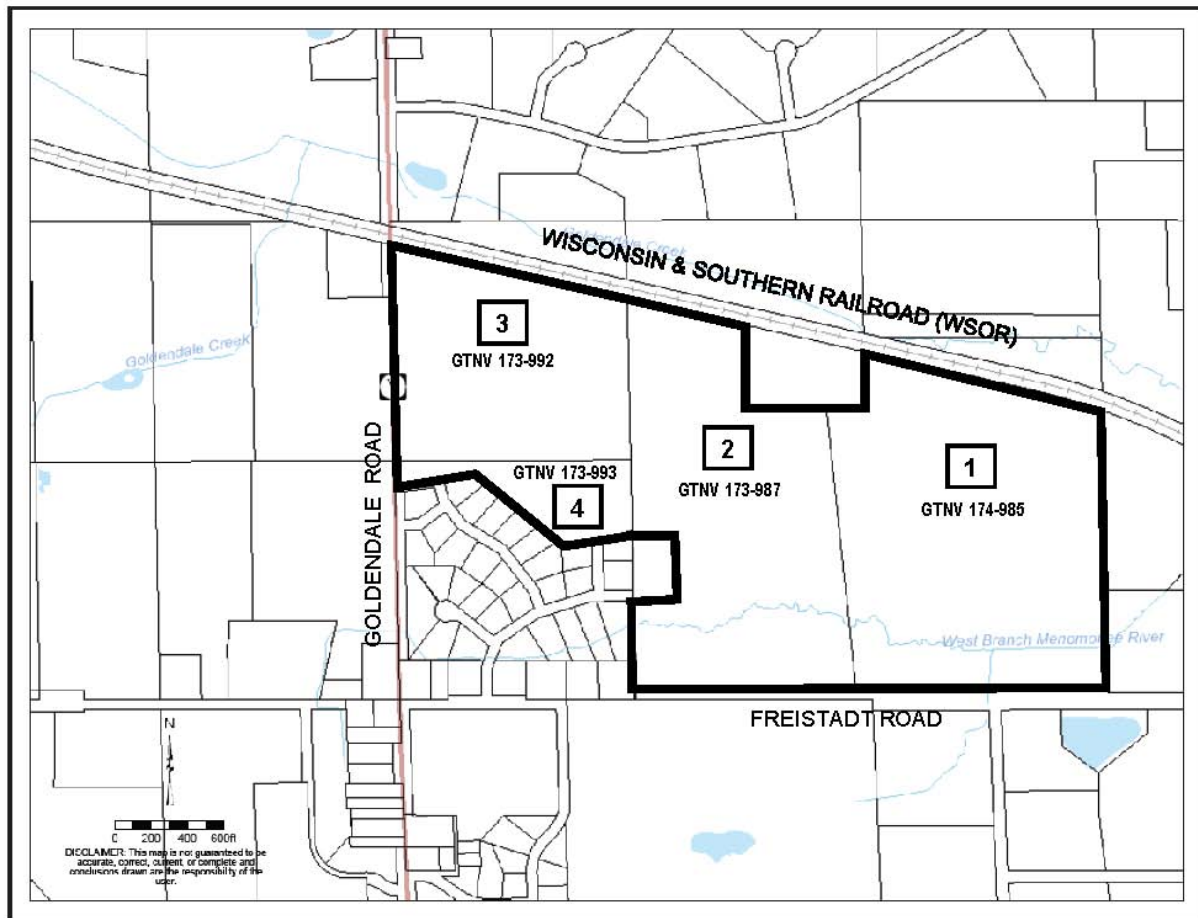
The District is being created by the Village under the authority provided by Wisconsin Statutes Section 66.1105. This District is created as an "Industrial District" based upon a finding that at least 50%, by area, of the real property within the District is zoned and suitable for industrial sites within the meaning of Wisconsin Statutes Section 66.1101 (See Section 5 of this plan for a breakdown of District parcels by class and calculation of compliance with the 50% test). That area within the TID that is either a stream bed or wetland is hereby excluded from the District.

A map depicting the boundaries of the District is found in Section 3 of this Plan. A map depicting the proposed uses of the District is found in Section 8 of this plan. The Village intends that TIF will be used to assure that industrial, distributor and related private development locates in this District. This will be accomplished by installing public improvements, and making necessary related expenditures, to promote industrial development within the District. The goal is to increase the tax base and to provide for and preserve employment opportunities within the Village. The project costs included in this Plan relate directly to promoting industrial development in the District consistent with the purpose for which the District is created.

Based upon the findings, as stated within this Plan, the District is declared to be an industrial District based on the identification and classification of the property included within the district.

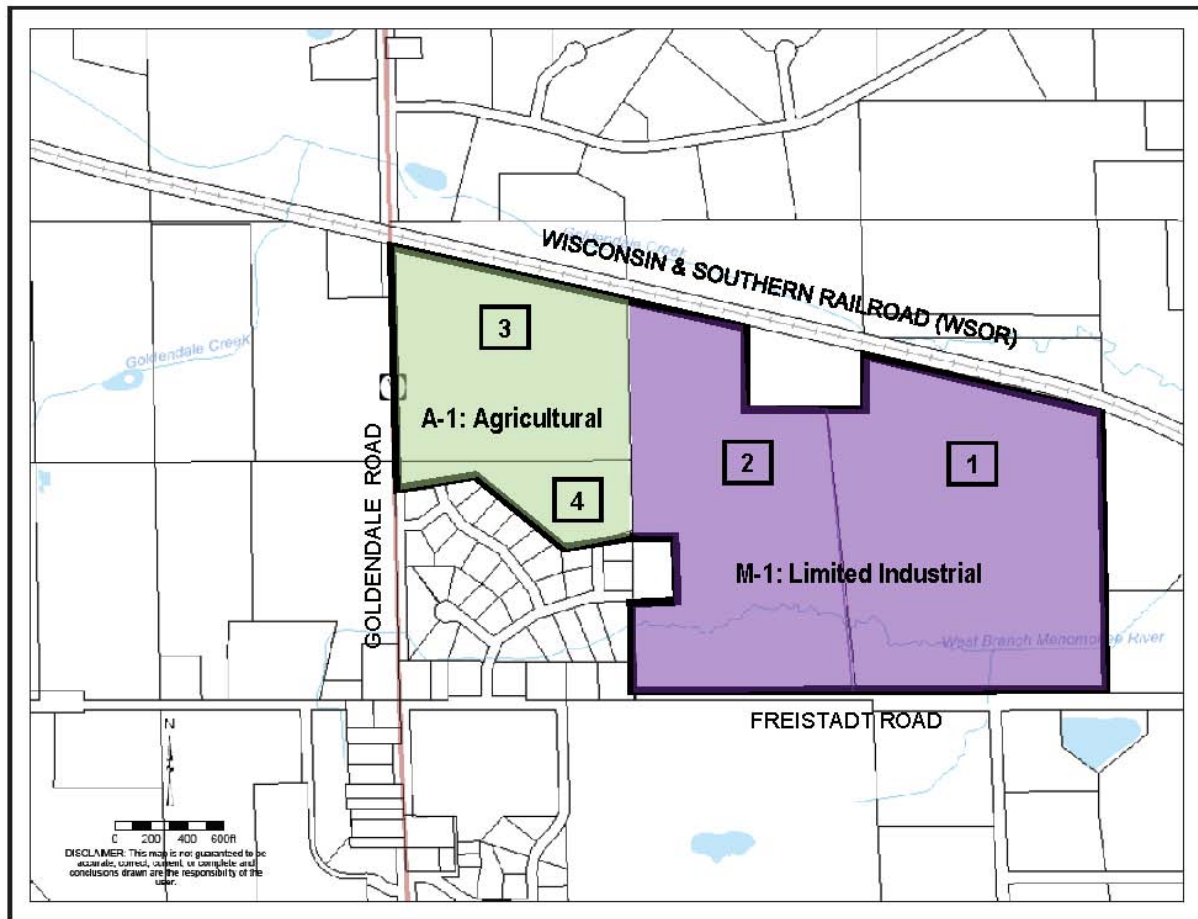
### SECTION 3: Preliminary Map of Proposed District Boundary

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## SECTION 4: Map Showing Existing Uses and Conditions

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[illegible]

Village of Germantown				
Tax Increment District #7				
Valuation Test Compliance Calculation				
Anticipated Creation/Boundary Amendment			12/4/2017	
			Valuation Data	
			Est. Creation Date	
Total EV (TID In)			2,577,479,900	
12% Test			309,297,588	
Increment of Existing TIDs				
TID #4			98,164,500	
TID #6			199,200	
			0	
			0	
			0	
			0	
Total Existing Increment			98,363,700	
Projected Base of New or Amended District			9,642,400	
Total Value Subject to 12% Test			108,006,100	
Compliance			PASS	
Version 1				

## SECTION 7:

# Statement of Kind, Number and Location of Proposed Public Works and Other Projects

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The following is a list of public works and other TIF-eligible projects that the Village expects to implement in conjunction with this District. Any costs necessary or convenient to the creation of the District or directly or indirectly related to the public works and other projects are considered "Project Costs" and eligible to be paid with tax increment revenues of the District.

## Property, Right-of-Way and Easement Acquisition

### Property Acquisition for Development

To promote and facilitate development and/or redevelopment the Village may acquire property within the District. The cost of property acquired, and any costs associated with the transaction, are eligible Project Costs. Following acquisition, other Project Costs within the categories detailed in this Section may be incurred to make the property suitable for development and/or redevelopment. Any revenue received by the Village from the sale of property acquired pursuant to the execution of this Plan will be used to reduce the total project costs of the District. If total Project Costs incurred by the Village to acquire property and make it suitable for development and/or redevelopment exceed the revenues or other consideration received from the sale or lease of that property, the net amount shall be considered "real property assembly costs" as defined in Wisconsin Statutes Section 66.1105(2)(f)1.c., and subject to recovery as an eligible Project Cost.

### Property Acquisition for Conservancy

To promote the objectives of this Plan, the Village may acquire property within the District that it will designate for conservancy. These conservancy objectives include: preserving historic resources or sensitive natural features; protection of scenic and historic views; maintaining habitat for wildlife; maintaining adequate open space; reduction of erosion and sedimentation by preserving existing vegetation; and providing adequate areas for management of storm water. The cost of property acquired for conservancy, and any costs associated with the transaction, are eligible Project Costs.

### Acquisition of Rights-of-Way

The Village may need to acquire property to allow for installation of streets, driveways, sidewalks, utilities, storm water management practices and other public infrastructure. Costs incurred by the Village to identify, negotiate and acquire rights-of-way are eligible Project Costs.

### Acquisition of Easements

The Village may need to acquire temporary or permanent easements to allow for installation and maintenance of streets, driveways, sidewalks, utilities, storm water management practices and other public infrastructure. Costs incurred by the Village to identify, negotiate and acquire easement rights are eligible Project Costs.

### Relocation Costs

If relocation expenses are incurred in conjunction with the acquisition of property, those expenses are eligible Project Costs. These costs may include, but are not limited to: preparation of a relocation plan; allocations of staff time; legal fees; publication of notices; obtaining appraisals; and payment of relocation benefits as required by Wisconsin Statutes Sections 32.19 and 32.195.



## Site Preparation Activities

### Demolition

To make sites suitable for development, the Village may incur costs related to demolition and removal of structures or other land improvements, to include abandonment of wells or other existing utility services.

### Site Grading

Land within the District may require grading to make it suitable for development and/or redevelopment, to provide access, and to control storm water runoff. The Village may need to remove and dispose of excess material, or bring in fill material to provide for proper site elevations. Expenses incurred by the Village for site grading are eligible Project Costs.

## Utilities

### Sanitary Sewer System Improvements

There are inadequate sanitary sewer facilities serving areas of the District. To allow development to occur, the Village may need to construct, alter, rebuild or expand sanitary sewer infrastructure within the District. Eligible Project Costs include, but are not limited to, construction, alteration, rebuilding or expansion of: collection mains; manholes and cleanouts; service laterals; force mains; interceptor sewers; pumping stations; lift stations; wastewater treatment facilities; and all related appurtenances. To the extent sanitary sewer projects undertaken within the District provide direct benefit to land outside of the District, the Village will make an allocation of costs based on such benefit. Those costs corresponding to the benefit allocated to land within the District, and necessitated by the implementation of the Project Plan, are eligible Project Costs.

### Water System Improvements

There are inadequate water distribution facilities serving areas of the District. To allow development to occur, the Village may need to construct, alter, rebuild or expand water system infrastructure within the District. Eligible Project Costs include, but are not limited to, construction, alteration, rebuilding or expansion of: distribution mains; manholes and valves; hydrants; service laterals; pumping stations; wells; water treatment facilities; storage tanks and reservoirs; and all related appurtenances. To the extent water system projects undertaken within the District provide direct benefit to land outside of the District, the Village will make an allocation of costs based on such benefit. Those costs corresponding to the benefit allocated to land within the District, and necessitated by the implementation of the Project Plan, are eligible Project Costs. Implementation of the Project Plan may also require that the Village construct, alter, rebuild or expand water system infrastructure located outside of the District. That portion of the costs of water system projects undertaken outside the District which are necessitated by the implementation of the Project Plan are eligible Project Costs.

### Storm Water Management System Improvements

Development within the District will cause storm water runoff and pollution. To manage this storm water runoff, the Village may need to construct, alter, rebuild or expand storm water management infrastructure within the District. Eligible Project Costs include, but are not limited to, construction, alteration, rebuilding or expansion of: storm water collection mains; inlets, manholes and valves; service laterals; ditches; culvert pipes; box culverts; bridges; stabilization of stream and river banks; and infiltration, filtration and detention Best Management Practices (BMP's). To the extent storm water management system projects undertaken within the District provide direct benefit to land outside of the District, the Village will make an allocation of costs based on such benefit. Those costs corresponding to the benefit allocated to land within the District, and necessitated by the implementation of the Project Plan, are



eligible Project Costs. Implementation of the Project Plan may also require that the Village construct, alter, rebuild or expand storm water management infrastructure located outside of the District. That portion of the costs of storm water management system projects undertaken outside the District which are necessitated by the implementation of the Project Plan are eligible Project Costs.

## **Streets and Streetscape**

### **Street Improvements**

There are inadequate street improvements serving areas of the District. To allow development to occur, the Village may need to construct and/or reconstruct streets, highways, alleys, access drives and parking areas. Eligible Project Costs include, but are not limited to: excavation; removal or placement of fill; construction of road base; asphalt or concrete paving or repaving; installation of curb and gutter; installation of sidewalks and bicycle lanes; installation of culverts, box culverts and bridges; rail crossings and signals; utility relocation, to include burying overhead utility lines; street lighting; installation of traffic control signage and traffic signals; pavement marking; right-of-way restoration; installation of retaining walls; and installation of fences, berms, and landscaping.

### **Streetscaping and Landscaping**

To attract development and/or redevelopment consistent with the objectives of this Plan, the Village may install amenities to enhance development sites, rights-of-way and other public spaces. These amenities include, but are not limited to: landscaping; lighting of streets, sidewalks, parking areas and public areas; installation of planters, benches, clocks, tree rings, trash receptacles and similar items; and installation of brick or other decorative walks, terraces and street crossings. These and any other similar amenities installed by the Village are eligible Project Costs.

## **Miscellaneous**

### **Rail Spur**

To allow for development, the Village may incur costs for installation of a rail spur to serve development sites located within the District.

### **Cash Grants (Development Incentives)**

The Village may enter into agreements with property owners, lessees, or developers of land located within the District for sharing costs to encourage the desired kind of improvements and assure tax base is generated sufficient to recover project costs. No cash grants will be provided until the Village executes a developer agreement with the recipient of the cash grant. Any payments of cash grants made by the Village are eligible Project Costs.

### **Projects Outside the Tax Increment District**

Pursuant to Wisconsin Statutes Section 66.1105(2)(f)1.n, the Village may undertake projects within territory located within one-half mile of the boundary of the District provided that: 1) the project area is located within the Village's corporate boundaries and 2) the projects are approved by the Joint Review Board. The cost of projects completed outside the District pursuant to this section are eligible project costs, and may include any project cost that would otherwise be eligible if undertaken within the District. The Village intends to make the following project cost expenditures outside the District: sewer, water and transportation improvements on Freistadt and Goldendale Roads.

### **Professional Service and Organizational Costs**

The costs of professional services rendered, and other costs incurred, in relation to the creation,

administration and termination of the District, and the undertaking of the projects contained within this Plan, are eligible Project Costs. Professional services include, but are not limited to: architectural; environmental; planning; engineering; legal, audit; financial; and the costs of informing the public with respect to the creation of the District and the implementation of the Plan.

### **Administrative Costs**

The Village may charge to the District as eligible Project Costs reasonable allocations of administrative costs, including, but not limited to, employee salaries. Costs allocated will bear a direct connection to the time spent by Village employees relating to the implementation of the Plan.

### **Financing Costs**

Interest expense, debt issuance expenses, redemption premiums, and any other fees and costs incurred in conjunction with obtaining financing for projects undertaken under this Plan are eligible Project Costs.

With all projects the costs of engineering, design, survey, inspection, materials, construction, restoring property to its original condition, apparatus necessary for public works, legal and other consultant fees, testing, environmental studies, permits, updating Village ordinances and plans, judgments or claims for damages and other expenses are included as Project Costs.

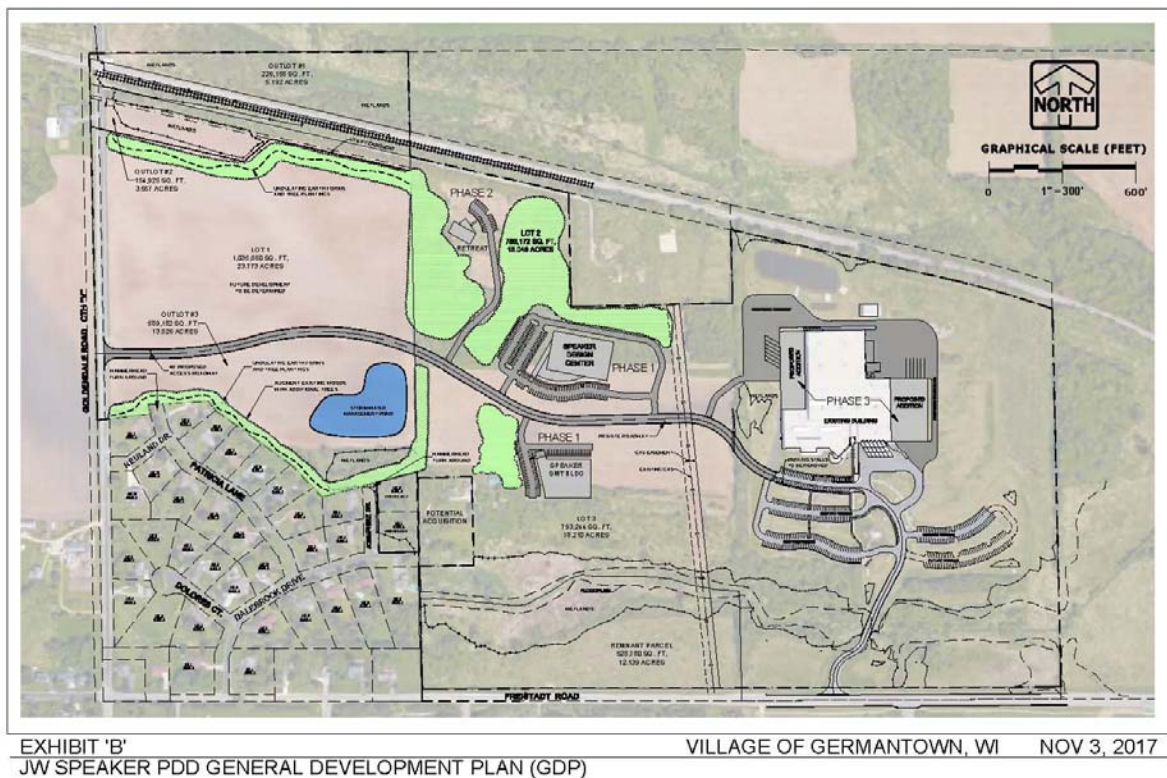
In the event any of the public works project expenditures are not reimbursable out of the special TIF fund under Wisconsin Statutes Section 66.1105, in the written opinion of counsel retained by the Village for such purpose or a court of record so rules in a final order, then such project or projects shall be deleted here from this Project Plan and the remainder of the projects hereunder shall be deemed the entirety of the projects for purposes of this Project Plan.

**The Village reserves the right to implement only those projects that remain viable as the Plan period proceeds.**

Project Costs are any expenditure made, estimated to be made, or monetary obligations incurred or estimated to be incurred, by the Village and as outlined in this Plan. Project Costs will be diminished by any income, special assessments or other revenues, including user fees or charges. To the extent the costs benefit the municipality outside the District, a proportionate share of the cost is not a Project Cost. Costs identified in this Plan are preliminary estimates made prior to design considerations and are subject to change after planning is completed. Prorations of costs in the Plan are also estimates and subject to change based upon implementation, future assessment policies and user fee adjustments.

## SECTION 8: Map Showing Proposed Improvements and Uses

The map below depicts the overall site development plan for the J.W. Speaker campus development. The planned development calls for the SMT Manufacturing, Design Center, Freistadt facility expansion and the Retreat Center being constructed within a two to four-year period. The first general phase of the Speaker campus expansion will be on Parcels one and two. Parcel three, the westernmost parcel of the development would require subsequent Village Board action to rezone the property from A-1 Agricultural to M-1 Limited Industrial to allow the future development of a manufacturing facility.



The following map depicts the infrastructure improvements that will be installed to cause the development of the Speaker campus to move forward. As noted on the map, utility infrastructure will be extended north on Goldendale Road to the Wisconsin and Southern Railroad Right of Way. The water system improvements will be looped into the existing J.W. Speaker facility.

[Map to be inserted]

## SECTION 9: Detailed List of Project Costs

All costs are based on 2017 prices and are preliminary estimates. The Village reserves the right to increase these costs to reflect inflationary increases and other uncontrollable circumstances between 2017 and the time of construction. The tax increment allocation is preliminary and is subject to adjustment based upon the implementation of the Plan.

Village of Germantown				
Tax Increment District #7				
Estimated Project List				
			Phase I Year	Total (Note 1)
Project ID	Project Name/Type			
1	Sewer Extension		1,188,000	1,188,000
2	Water Extension		610,600	610,600
3	Internal Site Improvements		0	0
4	Development Incentives (Note 2)		708,000	708,000
5	Contingency		179,860	179,860
Total Projects			2,686,460	2,686,460
Notes:				
Note 1	Project costs are estimates per Ratayczak e-mail of 09/13/17			
Note 2	Includes the following items			
	2000 ft of Sewer Infrastructure east of Goldendale		205,000	
	2000 ft of Water Infrastructure east of Goldendale		238,000	
	700 ft of Road Infrastructure east of Goldendale		90,000	
	Additional Earthwork		75,000	
	Landscaping Improvements		50,000	
	Miscellaneous		50,000	
	Total		708,000	
				Version 2

**This Plan is not meant to be a budget nor an appropriation of funds for specific projects, but a framework within which to manage projects. All costs included in the Plan are estimates based on best information available. The Village retains the right to delete projects or change the scope and/or timing of projects implemented as they are individually authorized by the Village Board, without amending the Plan.**

## SECTION 10: Economic Feasibility Study, Financing Methods, and the Time When Costs or Monetary Obligations Related are to be Incurred

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The information and exhibits contained within this Section demonstrate that the proposed District is economically feasible insofar as:

- The Village has available to it the means to secure the necessary financing required to accomplish the projects contained within this Plan. A listing of “Available Financing Methods” follows.
- The Village expects to complete the projects in one or multiple phases, and can adjust the timing of implementation as needed to coincide with the pace of private development. A discussion of the phasing and projected timeline for project completion is discussed under “Plan Implementation” within this Section. A table identifying the financing method for each phase and the time at which that financing is expected to be incurred is included.
- The development anticipated to occur because of the implementation of this Plan will generate sufficient tax increments to pay for the cost of the projects. Within this Section are tables identifying: 1) the development expected to occur, 2) a projection of tax increments to be collected resulting from that development and other economic growth within the District, and 3) a cash flow model demonstrating that the projected tax increment collections and all other revenues available to the District will be sufficient to pay all Project Costs.

### Available Financing Methods

The following is a list of the types of obligations the Village may choose to utilize.

#### General Obligation (G.O.) Bonds or Notes

The Village may issue G.O. Bonds or Notes to finance the cost of projects included within this Plan. The Wisconsin State Constitution limits the principal amount of G.O. debt that the community may have outstanding at any point in time to an amount not greater than five percent of its total equalized value (TID IN).

#### Bonds Issued to Developers (“Pay as You Go” Financing)

The Village may issue a bond or other obligation to one or more developers who provide financing for projects included in this Plan. Repayment of the amounts due to the developer under the bonds or other obligations are limited to an agreed percentage of the available annual tax increments collected that result from the improvements made by the developer. To the extent the tax increments collected are insufficient to make annual payments, or to repay the entire obligation over the life of the District, the Village’s obligation is limited to not more than the agreed percentage of the actual increments collected. Bonds or other obligations issued to developers in this fashion are not general obligations of the Village and, therefore, do not count against the Village’s statutory borrowing capacity.

#### Tax Increment Revenue Bonds

The Village has the authority to issue revenue bonds secured by the tax increments to be collected. These bonds may be issued directly by the Village, or as a form of lease revenue bond by a Community

Development Authority (CDA). Tax Increment Revenue Bonds and Lease Revenue Bonds are not general obligations of the Village and therefore do not count against the Village's statutory borrowing capacity. To the extent tax increments collected are insufficient to meet the annual debt service requirements of the revenue bonds, the Village may be subject to either a permissive or mandatory requirement to appropriate on an annual basis a sum equal to the actual or projected shortfall.

### Utility Revenue Bonds

The Village can issue revenue bonds to be repaid from revenues of the its various systems, including revenues paid by the Village that represent service of the system to the Village. There is neither a statutory nor constitutional limitation on the amount of revenue bonds that can be issued, however, water rates are controlled by the Wisconsin Public Service Commission and the Village must demonstrate to bond purchasers its ability to repay revenue debt with the assigned rates. To the extent the Village utilizes utility revenues other than tax increments to repay a portion of the bonds, the Village must reduce the total eligible Project Costs in an equal amount.

### Special Assessment "B" Bonds

The Village can levy special assessments against benefited properties to pay part of the costs for street, curb, gutter, sewer, water, storm sewers and other infrastructure. In the event the Village determines that special assessments are appropriate, the Village can issue Special Assessment B bonds pledging revenues from special assessment installments to the extent assessment payments are outstanding. These bonds are not counted against the Village's statutory borrowing capacity. If special assessments are levied, the Village must reduce the total eligible Project Costs under this Plan in an amount equal to the total collected.

## Plan Implementation

Projects identified will provide the necessary anticipated governmental services to the area. A reasonable and orderly sequence is outlined on the following page. However, public debt and expenditures should be made at the pace private development occurs to assure increment is sufficient to cover expenses.

It is anticipated developer agreements between the Village and property owners will be in place prior to major public expenditures. These agreements can provide for development guarantees or a payment in lieu of development. To further assure contract enforcement, these agreements might include levying of special assessments against benefited properties.

The order in which public improvements are made should be adjusted in accordance with development and execution of developer agreements. The Village reserves the right to alter the implementation of this Plan to accomplish this objective.

Interest rates projected are based on current market conditions. Municipal interest rates are subject to constantly changing market conditions. In addition, other factors such as the loss of tax-exempt status of municipal bonds or broadening the purpose of future tax-exempt bonds would affect market conditions. Actual interest expense will be determined once the methods of financing have been approved and securities or other obligations are issued.

**If financing as outlined in this Plan proves unworkable, the Village reserves the right to use alternate financing solutions for the projects as they are implemented.**



## Implementation and Financing Timeline

[illegible]

Village of Germantown											
Tax Increment District #7											
Development Assumptions											
Construction Year		Actual	SMT Manufacturing	Design Center	Freistadt Expansion	Meeting Facility	Future Manufacturing Facility	Annual Total	Construction Year		
1	2018		2,400,000	6,600,000				9,000,000	2018	1	
2	2019				5,400,000	1,000,000		6,400,000	2019	2	
3	2020							0	2020	3	
4	2021							0	2021	4	
5	2022							0	2022	5	
6	2023							0	2023	6	
7	2024							0	2024	7	
8	2025							0	2025	8	
9	2026							0	2026	9	
10	2027						11,400,000	11,400,000	2027	10	
11	2028							0	2028	11	
12	2029							0	2029	12	
13	2030							0	2030	13	
14	2031							0	2031	14	
15	2032							0	2032	15	
16	2033							0	2033	16	
17	2034							0	2034	17	
18	2035							0	2035	18	
19	2036							0	2036	19	
20	2037							0	2037	20	
Totals		0	2,400,000	6,600,000	5,400,000	1,000,000	11,400,000	26,800,000			

Notes:

The SMT, Freistadt Expansion and expansion Mfg Facility are assumed to be valued at 60.00% of construction value (state manufacturing assessment)

The Future Manufacturing Facility completion timeline is to be determined and will require other Village approvals

Version 2

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# Increment Revenue Projections

Village of Germantown											
Tax Increment District #7											
Tax Increment Projection Worksheet											
	Type of District	Industrial					Base Value	9,642,400			
	Creation Date	December 18, 2017					Appreciation Factor	0.00%	Apply to Base Value		
	Valuation Date	Jan 1,	2018				Base Tax Rate	\$17.68			
	Max Life (Years)	20					Rate Adjustment Factor	0.00%			
	Expenditure Periods/Termination	15	12/18/2032								
	Revenue Periods/Final Year	20	2039								
	Extension Eligibility/Years	Yes	3				Tax Exempt Discount Rate	3.00%			
	Adverse Impact Eligibility						Taxable Discount Rate	4.50%			
	Recipient District	No									
	Construction Year	Value Added	Valuation Year	Inflation Increment	Total Increment	Revenue Year	Tax Rate	Tax Increment	Tax Exempt NPV Calculation	Taxable NPV Calculation	
1	2018	9,000,000	2019	0	9,000,000	2020	\$17.68	159,103	154,469	152,252	
2	2019	6,400,000	2020	0	15,400,000	2021	\$17.68	272,243	411,084	401,553	
3	2020	0	2021	0	15,400,000	2022	\$17.68	272,243	660,225	640,119	
4	2021	0	2022	0	15,400,000	2023	\$17.68	272,243	902,110	868,411	
5	2022	0	2023	0	15,400,000	2024	\$17.68	272,243	1,136,949	1,086,873	
6	2023	0	2024	0	15,400,000	2025	\$17.68	272,243	1,364,948	1,295,927	
7	2024	0	2025	0	15,400,000	2026	\$17.68	272,243	1,586,307	1,495,979	
8	2025	0	2026	0	15,400,000	2027	\$17.68	272,243	1,801,218	1,687,416	
9	2026	0	2027	0	15,400,000	2028	\$17.68	272,243	2,009,869	1,870,610	
10	2027	11,400,000	2028	0	26,800,000	2029	\$17.68	473,774	2,362,402	2,175,686	
11	2028	0	2029	0	26,800,000	2030	\$17.68	473,774	2,704,666	2,467,625	
12	2029	0	2030	0	26,800,000	2031	\$17.68	473,774	3,036,961	2,746,992	
13	2030	0	2031	0	26,800,000	2032	\$17.68	473,774	3,359,578	3,014,329	
14	2031	0	2032	0	26,800,000	2033	\$17.68	473,774	3,672,798	3,270,154	
15	2032	0	2033	0	26,800,000	2034	\$17.68	473,774	3,976,895	3,514,962	
16	2033	0	2034	0	26,800,000	2035	\$17.68	473,774	4,272,135	3,749,229	
17	2034	0	2035	0	26,800,000	2036	\$17.68	473,774	4,558,776	3,973,407	
18	2035	0	2036	0	26,800,000	2037	\$17.68	473,774	4,837,068	4,187,932	
19	2036	0	2037	0	26,800,000	2038	\$17.68	473,774	5,107,255	4,393,219	
20	2037	0	2038	0	26,800,000	2039	\$17.68	473,774	5,369,572	4,589,666	
	Totals	26,800,000		0		Future Value of Increment		7,548,557			
Notes:											
Actual results will vary depending on development, inflation of overall tax rates.											
NPV calculations represent estimated amount of funds that could be borrowed (including project cost, capitalized interest and issuance costs).											
										Version 1	



## SECTION 11: Annexed Property

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There are no lands proposed for inclusion within the District that were annexed by the Village on or after January 1, 2004.

## SECTION 12: Estimate of Property to be Devoted to Retail Business

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Pursuant to Wisconsin Statutes Sections 66.1105(5)(b) and 66.1105(6)(am)1, the Village estimates that none of the territory within the District will be devoted to retail business at the end of the District's maximum expenditure period.

## SECTION 13: Proposed Zoning Ordinance Changes

---

The first three phases of the J.W. Speaker campus expansion will not require any zoning changes. However, future development of the area adjacent to Goldendale Road (Map Ref #3), including the construction/relocation of the J.W. Speaker Whitney Drive Facility and operations, will require that the area be rezoned from A-1: Agricultural to M-1: Limited Industrial prior to development.

The Village further acknowledges that any real property within the District that is found suitable for industrial sites and is zoned for industrial use will remain zoned for industrial use for the life of the District.

## SECTION 14: Proposed Changes in Master Plan, Map, Building Codes and Village of Germantown Ordinances

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It is expected that this Plan will be complementary to the Village's Master Plan. There are no proposed changes to the Master Plan, map, building codes or other Village ordinances for the implementation of this Plan.

## SECTION 15: Relocation

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It is not anticipated there will be a need to relocate persons or businesses in conjunction with this Plan. In the event relocation or the acquisition of property by eminent domain becomes necessary at some time during the implementation period, the Village will follow applicable Wisconsin Statutes Section chapter 32.

## SECTION 16: Orderly Development of the Village of Germantown

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The District contributes to the orderly development of the Village by providing the opportunity for continued growth in tax base, job opportunities and general economic activity. The expansion of the J.W. Speaker facility in this location will enhance the existing J.W. Speaker facility and will allow for limited expansion of the Village's utility footprint. The expansion of the utility footprint is orderly and does not open excessive lands for other development.

## SECTION 17: List of Estimated Non-Project Costs

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Non-Project costs are public works projects that only partly benefit the District or are not eligible to be paid with tax increments, or costs not eligible to be paid with TIF funds.

The Village does not expect to incur any non-project costs in the implementation of this Project Plan.

SECTION 18:  
Opinion of Attorney for the Village of Germantown  
Advising Whether the Plan is Complete and Complies with  
Wisconsin Statutes 66.1105

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November 22, 2017

**SAMPLE**

Dean Wolter, Village President  
Village of Germantown  
N112 W17001 Mequon Road  
Germantown, Wisconsin 53022

**RE: Village of Germantown, Wisconsin Tax Incremental District No. 7**

Dear Village President:

As Village Attorney for the Village of Germantown, I have reviewed the Project Plan and, in my opinion, have determined that it is complete and complies with Wisconsin Statutes Section 66.1105(4)(f).

Sincerely,

Attorney Brian Sajdak  
Village of Germantown

Exhibit A:

# Calculation of the Share of Projected Tax Increments Estimated to be Paid by the Owners of Property in the Overlying Taxing Jurisdictions

Estimated portion of taxes that owners of taxable property in each taxing jurisdiction overlaying district would pay by jurisdiction.						
Statement of Taxes Data Year:		2016		Percentage		
	County		6,193,167	14.12%		
	Technical College		3,026,879	6.90%		
	Municipality		13,617,766	31.04%		
	School District:		21,030,375	47.94%		
	Total		43,868,187			
Revenue Year	County	Municipality	School District	Technical College	Total	Revenue Year
2020	22,462	49,390	76,274	10,978	159,103	2020
2021	38,434	84,511	130,513	18,785	272,243	2021
2022	38,434	84,511	130,513	18,785	272,243	2022
2023	38,434	84,511	130,513	18,785	272,243	2023
2024	38,434	84,511	130,513	18,785	272,243	2024
2025	38,434	84,511	130,513	18,785	272,243	2025
2026	38,434	84,511	130,513	18,785	272,243	2026
2027	38,434	84,511	130,513	18,785	272,243	2027
2028	38,434	84,511	130,513	18,785	272,243	2028
2029	66,886	147,071	227,127	32,690	473,774	2029
2030	66,886	147,071	227,127	32,690	473,774	2030
2031	66,886	147,071	227,127	32,690	473,774	2031
2032	66,886	147,071	227,127	32,690	473,774	2032
2033	66,886	147,071	227,127	32,690	473,774	2033
2034	66,886	147,071	227,127	32,690	473,774	2034
2035	66,886	147,071	227,127	32,690	473,774	2035
2036	66,886	147,071	227,127	32,690	473,774	2036
2037	66,886	147,071	227,127	32,690	473,774	2037
2038	66,886	147,071	227,127	32,690	473,774	2038
2039	66,886	147,071	227,127	32,690	473,774	2039
	1,065,681	2,343,258	3,618,773	520,846	7,548,557	
Notes:						
The projection shown above is provided to meet the requirements of Wisconsin Statute 66.1105(4)(i)4.						

## **GERMANTOWN SCHOOL DISTRICT**

**TO:** Finance Committee

**FROM:** Ric Ericksen, Director of Business & Auxiliary Services

**AGENDA ITEM:** VI.B. – Additional/New Facility Operational Cost Analysis

No new information has been gathered.

Please refer to the October & November Finance Committee background for previous information.

**ATTACHEMENTS:** none

**RECOMMENDATION:** none

**GERMANTOWN SCHOOL DISTRICT**

**TO:** Board of Education

**TOPIC:** Germantown High School  
Technical Education Equipment  
Purchasing

**FROM:** Ric Ericksen

**BOARD MEETING:** December 18, 2017

**DATE:** December 13, 2017

**AGENDA ITEM:**

This item has been discussed at various venues such as the Owner's Group and regular school board meetings. This topic was again discussed at the December 12, 2017 Owner's Group meeting. The directive was given to make the below recommendation to the Finance Committee.

**Recommendation to the Finance Committee:**

Bring forward to the Board of Education with a positive recommendation to begin purchasing Germantown Technical Education Equipment using the tables below as a general guideline and fund the purchases out of the General Fund 10 fund balance except as otherwise noted on the Optional Sources of Funding table.

*Please note that the intent is to get purchase orders processed and equipment received in a timely manner. The General Fund balance will be replenished from other funding sources in accordance with funds received relative to the Optional Sources of Funding table.*

The administration will update the tables below and add this as a monthly financial report on the Finance Committee agenda in the Reports section.

*Continued next page ...*



### **Tech Education Areas at High School – Purchasing and Funding Guidelines**

The investment to modernize programming through the purchase of state-of-art equipment to support woods, manufacturing, fabrication lab, welding, PLTW, and auto mechanics.

<b>THE TOTAL INVESTMENT IS SEPARATED INTO THREE CATEGORIES</b>	
Immediate	\$715,800
Important	\$336,900
Future	\$102,400
<b><i>\$1,155,100</i></b>	

### **Investment Timetable**

<b>TECH ED'N AREA</b>	<b>CONSTRUCTION COMPELTION DATE</b>	<b>IMMEDIATE</b>	<b>IMPORTANT</b>	<b>FUTURE</b>
PLTW	12/31/17		\$68,000	
AUTOS	12/31/17	\$45,000	\$21,500	\$22,700
MANUFACTURING	8/31/2018	\$461,600	\$101,600	\$43,700
WELDING	8/31/2018	\$77,900		
FAB LAB	8/31/2018	\$79,600	\$130,900	\$2,000
WOODS	10/31/2018	<u>\$51,700</u>	<u>\$14,900</u>	<u>\$34,000</u>
		<b>\$715,800</b>	<b>\$336,900</b>	<b>\$102,400</b>
<b><i>\$1,155,100</i></b>				

### **Optional Sources of Funding**

The current portion of the FF&E high school construction budget will not be enough to cover these investments. Therefore, the Board of Education requested the administration to list possible funding scenarios.

<b>SOURCE</b>	<b>CURRENT AVAILABLE FUNDS</b>	<b>AMOUNT ALLOCATED</b>
Donations from manufacturing sponsorships.	TBD	TBD
Grants	\$20,000 to \$45,000	\$20,000
Current high school construction FF&E budget.	Undetermined	TBD
Adjust high school FF&E budget due to actual construction costs.	Undetermined	TBD
2017/2018 Board Education Contingency Fund	Up to \$100,000	TBD
Any combinations of above.		
2017/2018 and/or 2018/2019 high school site & department budgets	Range is \$15,000 - \$25,000 annually	TBD
<b>2017/2018 General Fund 10 Ending Balance</b>	<b>Up to \$1,155,100</b>	<b>TBD</b>
<b>Any combinations of above.</b>		

## GERMANTOWN SCHOOL DISTRICT

**TO:** Board of Education                      **TOPIC:** Purchases Over \$15,000  
**FROM:** Ric Ericksen                      **BOARD MEETING:** December 8, 2017  
**DATE:** November 22, 2016                      **AGENDA ITEM:**

**FC Date:** December 8, 2017  
**FC Agenda Item(s):** VII. A.

-- The intent is to review due diligence with respect to seeking competitive bids/quotes when possible.  
Vetting for the purpose of the purchases may have occurred at other committees. --

---

### **\$21,437.50: M.A.P. License Renewal**

#### **Recommendation to the Board of Education and Finance Committee:**

Bring forward to the Board of Education with a positive recommendation to renew the MAP licenses for the 2018 year in an amount not to exceed \$21,437.50 to be funded out of the appropriate Teaching & Learning budget.

#### **From Director of Teaching & Learning, Brenda O'Brien**

The Measures of Academic Progress (MAP) is the computer-based assessment given to students in grades 3 - 8 in the areas of mathematics, reading, and language arts three times throughout the year (fall, winter, and spring). As a computer-based assessment, MAP automatically adapts the test to each student's response. If a student answers correctly, the next question is more of a challenge. If a student misses a test item, MAP offers a simpler test question. The student works through approximately 50 questions, and the test continues to narrow on a student's learning level.

Within about 24 hours, our staff has access to students' scores, so the assessments become useful information in a relatively short amount of time. The results of the MAP assessment are used primarily as a universal screener. A universal screener is an assessment given to all students for the purpose of identifying students who may be in need of additional academic support or in need of enrichment. In addition to the universal screener, MAP assessment results are one criteria for Honors course placement at the high school and one data point for math placement at the middle school.

Northwest Evaluation Association (NWEA) is the only vendor for the MAP assessment so it is unable to be competitively bid.

If we renew for the 2018 year, we will be invoiced for a total of 1,715 licenses in the amount of \$21,437.50.

## GERMANTOWN SCHOOL DISTRICT

**TO:** Board of Education                      **TOPIC:** Purchases Over \$15,000  
**FROM:** Ric Ericksen                      **BOARD MEETING:** December 8, 2017  
**DATE:** November 22, 2016                      **AGENDA ITEM:**

**FC Date:** December 8, 2017  
**FC Agenda Item(s):** VII. A.

-- The intent is to review due diligence with respect to seeking competitive bids/quotes when possible.  
Vetting for the purpose of the purchases may have occurred at other committees. --

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### **\$42,699.00: Backup Appliance Purchase Proposal**

#### **Recommendation to the Board of Education and Finance Committee:**

Bring forward to the Board of Education with a positive recommendation to purchase the backup appliance from DIGICORP in an amount not to exceed \$42,699.00 to be funded out of the Information Technology budget.

#### **From Director of IT, Marc Gabrysiak**

The Germantown School District currently uses a Unitrends hard disk backup system to provide data backup and recovery for all district file servers. That system is in its fourth year of life, and the support on the device is ending. There are two options at this time. One would be to purchase another year of support, and the other which I have chosen to pursue is to upgrade to a larger brand new appliance. The quote for the new appliance is attached to this background. Essentially, we will trade in our current appliance, get the new appliance for \$11,999, and pay \$29,350 for 3 years of support. The support amount is a discounted amount for doing 3 years up front. The savings is \$567 per year as of today, plus whatever the additional amount per year that we would pay for going with yearly support. That is usually in the neighborhood of 1 1/2 % per year. There is also a line item for \$1350 for installation and support. In the past, we have utilized this option, and whatever amount is not used for installation can be used for ongoing support from CPSI/Digicorp. Total amount of the quote is \$42,699. CPSI/Digicorp has arranged for us to be able to spread this amount over two fiscal years. \$22,024 is due at purchase, and the other \$20,675 will be due July 1 2018. This helps lessen the impact on the Technology budget. This purchase has been anticipated and is being done to work with our ongoing compute/storage project, which the board recently approved. Please note that competitive bidding is not possible with this purchase. Unitrends works with partner resellers and will provide discount pricing to only one reseller for any given customer. Our reseller, CPSI/Digicorp is the dealer to receive pricing in this case, so we are working with them. We have purchased both previous Unitrends backup appliances from CPSI/Digicorp, and have utilized them for support on the devices for the entire time. They have been very good to deal with, and I anticipate that to continue going forward.

My recommendation to the Finance Committee is to approve the purchase and move forward to the full board. I will be present at the Finance Committee meeting to answer any questions.

Thank you for your consideration.

Marc Gabrysiak

GSD Director of Technology



## PROPOSAL / QUOTATION

VAR: Contingency Planning Solutions, Inc.  
A Division of Digicorp, Inc.  
Les Spindler  
5601 Grand Market Dr. Suite M  
Appleton, WI 54913  
(920) 734-0241

Registration # N/A  
QUOTE # Q-926-3  
Create Date November 27, 2017  
QUOTE EXPIRES December 8, 2017  
END USER: Germantown School District  
NAME: Marc Gabrysiak  
ADDRESS: N104 w13840 Donges Bay Rd  
CITY-STATE: Germantown, WI 53022  
Phone: (262) 253-3962  
EMAIL: mgabrysiak@germantown.k12.wi.us

QTY	ITEM #	DESCRIPTION	List Pricing	Extended Pricing
		<b>PHYSICAL APPLIANCE</b>		
1	RS-926SPLUNT36	Recovery Series 926S Appliance (MSRP: \$44,999).	\$44,999.00	\$44,999.00
1	NOV PROMO	Hardware Promo w/ TRADE-IN - Expires: 11/30/17 (EXTENDED to 12/8/17)		(\$33,000.00)
		<b>Enterprise Backup Physical Appliance total</b>		<b>\$11,999.00</b>
		<b>DATA ASSURANCE / SOFTWARE</b>		
1	RS-926SPLUNT36	36 Months of Platinum Support for the Recovery 926. (Annual Renewal MSRP USD 10350 , Year 4 & onwards renewal subject to price increase) Expires: 7/1/2020		\$29,350.00
		<b>Data Assurance / Software Total</b>		<b>\$29,350.00</b>
		<b>SOLUTION OPTIONS &amp; ADD-ONS</b>		
1	BLK	CPSI Unitrends Hours - To be used for Install, Training, Testing, etc. Approx. 8-10 HRS		\$1,350.00
		<b>SPECIAL PAYMENT TERMS: \$22,024 (plus shipping) Due Dec 2017 &amp; \$20,675 Due July 1, 2018</b>		
		<b>SOLUTION OPTIONS &amp; ADD-ONS Total</b>		<b>\$ 1,350.00</b>
		<b>QUOTE SUMMARY</b>		
		<b>Enterprise Backup Physical Appliance total</b>		<b>\$11,999.00</b>
		<b>Data Assurance / Software Total</b>		<b>\$29,350.00</b>
		<b>SOLUTION OPTIONS &amp; ADD-ONS Total</b>		<b>\$1,350.00</b>
		<b>SUB TOTAL BEFORE TAXES &amp; SHIPPING</b>		<b>\$42,699.00</b>
		<b>TOTAL BEFORE TAXES &amp; SHIPPING</b>		<b>\$42,699.00</b>

### THANK YOU FOR YOUR BUSINESS!

You should be aware that this quote has been prepared based upon information that you provided to CPSI/Unitrends. Performance of the System may vary greatly due to the amount of data to be processed, retention period for such data, and the hardware and software configuration of your data center. If any information which you provided to CPSI/Unitrends changes materially, please notify CPSI/Unitrends immediately to receive a revised quote.  
If taxes and shipping fees are quoted the amounts are estimates. Actual taxes and shipping fees may vary. CPSI/Unitrends reserves the right to alter product offerings and specifications at any time, without notice. Prices are subject to change at any time prior to CPSI/Unitrends acceptance of a purchase order. CPSI/Unitrends reserves the right to cancel orders arising from pricing or other errors. All offers are subject to availability. See Unitrends Support Agreement for support terms and conditions.

Please Notes: Invoice and Payment Processing will come from Digicorp, Inc (Parent Company)

Date	Print Name	Signature
------	------------	-----------

5601 Grande Market Dr.  
Suite M  
Appleton, WI 54913  
Toll Free: 888-772-2526  
Ph: 920-734-0241 Fx: 920-734-0268  
www.contingencyplans.com



*Tomorrow's Survival Depends on Today's Planning*

## **GERMANTOWN SCHOOL DISTRICT**

**TO:** Finance Committee

**FROM:** Ric Ericksen, Director of Business & Auxiliary Services

**FC MTG DATE:** December 18, 2017

**AGENDA ITEM:** VII.B. – 2016/2017 Financial Audit

Periodic reporting was presented to the FC throughout the audit process as far back as last summer.

Under separate email covers both the Financial Statements and Governance/Management reports have been distributed to board members.

A bound copy is at your seats tonight.

Ms. Wendi Unger, Senior Partner, with Baker and Tilley will be here tonight to present the audit findings and answer questions.

**RECOMMENDATION:** Pending discussion, but no formal action is necessary.

**ATTACHMENT(S):** None

## GERMANTOWN SCHOOL DISTRICT

**TO:** Finance Committee

**FROM:** Ric Ericksen, Director of Business & Auxiliary Services

**FC MTG DATE:** December 18, 2017

**AGENDA ITEM:** VII.C. – Skyward – School Business Activities Accounting Software

Comptroller Tessa Krentz approached me with a suggestion that this accounting software be considered to replace the older and outdated software used for student activities fund bookkeeping aka Fund 60 Student Activities.

Skyward is the district business suite (*accounting, payroll, human resources, etc.*) & student records software.

I directed her to further investigate. She and Mr. Baumgartner did a webinar in this regards.

### **Her Comments:**

The district currently utilizes software to impede fraud and segregate activity/athletic accounts. Skyward's SBAA product will only enhance that in several ways.

\*\*\*Improved Review, Oversight and Internal Control - Most notably, Principals and Secretaries at each school will now have access to real-time disbursement and receipt activity.

\*\*\*Faster, More Efficient and More Accuracy - There will be no more redundant and double effort of bookkeeping. Meaning that we can do away of most paper forms and enter more information directly into the software.

\*\*\*Checks can be printed on-demand - no more hand written checks at the elementary school level.

**See attached Skyward SBAA proposal**

#### **Timeline:**

12/18/17 - present topic at Finance Committee

Late Dec/Early Jan - Sign Proposal and Enter Purchase Order

Mid-Jan - Skyward Setup with district contacts (tessa & Justin)

Mid-Late Jan - In depth training between Skyward and a couple key district contacts (Tessa, Melissa, Karen)

February - Go live with one or two schools

March - Training with the rest of the schools

**April - Go live with the rest of the schools**

**RECOMMENDATION:** No action is necessary. Unless the committee objects, I will be directing Ms. Krentz to purchase the software and implement in accordance with her time line referenced above. The cost of the software and subsequent training costs will be paid for out of district office & business office budgets, as well as the student activating funds.

**Attachments(s):** Skyward proposal cost sheet.

## SMS 2.0

Germantown, WI

*The following pricing for software and services is provided specifically for you. If you would like information on a product or service not included below, please contact your Account Executive.*

### School Business Suite

	One-Time Investment	Services	Full 12-Month Annual License Fee	Total
<b>School Business Suite Software</b>				
School Based Activity Accounting	\$ 3,934.00	\$ -	\$ 1,082.00	\$ 5,016.00
<b>School Business Suite Training</b>				
Web Hours (6)	-	1,170.00	-	1,170.00
Consultative Services - Business	-	195.00	-	195.00
Project Management	-	300.00	-	300.00
<b>Subtotal School Business Suite</b>	<b>\$ 3,934.00</b>	<b>\$ 1,665.00</b>	<b>\$ 1,082.00</b>	<b>\$ 6,681.00</b>

<sup>1</sup> **Total School Business Suite Solution** **\$ 6,681.00**

### Pricing Footnotes

- <sup>1</sup> A/P checks, payroll checks, W-2 forms and 1099 forms can only be printed using supported laser printers.  
Skyward PaC software requires client access to utilize features that integrate with Microsoft products Excel and Word.  
Skyward Web based products like Employee Access do not require client access to Microsoft Office products.  
Crystal Reports can be purchased directly from Skyward for additional custom reporting functionality and/or web Custom Reports.  
Third-party product licenses may be subject to an annual increase.  
Skyward requires an SSL (Secure Socket Layer) certificate to run any web-based applications.  
Skyward's IT Services can provide you more information including cost and installation of an SSL certificate.

### Training Footnotes

Skyward consultation and training is sold as a number of days and web hours identified on the proposal. The number of days and hours sold is an estimate of customer needs based on a combination of preliminary information gathered from the customer prior to the sale and Skyward's past training experience. It will be at the discretion of the Skyward and Customer Project Managers to use the days and web hours in a manner that best suits the customer. Any time spent by Skyward consultants for preparation, follow up, and the creation of training materials or other deliverables is also considered billable and will be deducted from this consulting time at the consulting rate. The customer can purchase additional consulting hours if more consulting time is needed/desired.

**Web training** allows Skyward to remotely present, discuss, and review our product directly with you. This application utilizes the Internet and is conducted live between your staff (at their own workstation) and a Skyward service representative without the need for them to travel to your location. This provides you with a lower cost of training and/or implementation along with greater flexibility of your installation timeline.

## GERMANTOWN SCHOOL DISTRICT

**TO:** Finance Committee

**FROM:** Ric Ericksen, Director of Business & Auxiliary Services

**AGENDA ITEM:** VIII. Reports

### A. Voucher(s): Follow Up

None

### B. Monthly Financial Reports

- All Financial Reports have been posted at both Google Shared Drive and Finance Committee web links when updated.
- Monthly ADM – Snapshot report – **PLEASE NOTE:** The current cumulative interest earnings estimate from American Deposit Management is \$1,140,879 to be earned through the life of the construction projects.

### C. General Financial Reports

#### 1. Menomonee Falls Swim Club Update

A meeting scheduled for Thursday evening, Dec 14 is being rescheduled for Dec 26, 27, or 28 – to be determined.

#### 2. 2018 Summer School Fees

This agenda item is intended to notify committee members that, at the request of Brenda O' Brien, the business office will be doing a cost-benefit analysis of the merits of having this fee. Operationally there is some question as to the effectiveness of the fee, especially in terms of collection. The analysis will be brought back to the January meeting for further discussion.

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**AGENDA ITEM:** IX. Adjourn





**Germantown School District Account Summary**  
**CGERSD03 – 2016 Referendum**  
*11/22/2017*

**Deposit Activity**

11/1/2017      CD Interest Earned, Westbury Bank - \$5,095.89  
11/2/2017      CD Interest Earned, Bank of the Ozarks - \$11,585.00

**Total Credits - \$16,680.89**

**Withdrawal Activity**

11/8/2017      Fee CD Placement in the amount of \$15,000.00  
11/10/2017     Withdrawal in the amount of \$471,859.73  
11/13/2017     Internal Transfer to Debt Service Account in the amount of \$3,966,863.60  
11/22/2017     Vendor Payment to CD Smith in the amount \$2,013,291.82

**Total Debits - \$6,467,015.15**

**Investment Activity**

Bond proceeds are currently spread across **20** financial institutions:

Altra Federal Credit Union	North American Banking Co
Bank of the Ozarks	PyraMax Bank, FSB
Bofi Federal Bank	Royal Credit Union
Citizens Bank	Starion Bank
Customers Bank	Summit Credit Union
Fifth Third Bank	Texas Capital Bank, National Association
Landmark Credit Union	The Farmers & Merchants Bank
Legacy Texas Bank	Tristate Capital Bank
Metropolitan Commercial Bank	US Bank National Association
NexBank, SSB	Westbury Bank

**Miscellaneous:** As a reminder, ADM only utilizes state approved investments for investing the District's funds. Investments that exceed \$250K per institution are backed with state and GFOA approved collateral which is held and tracked by ADM. All other investments listed on your statement are backed with FDIC insurance.






November 22, 2017

Account Activity:

November 01, 2017 - November 22, 2017

**Germantown School District**  
**N104 W13840 Donges Bay Road**  
**Germantown, WI 53022**

Contact Us 

- ★ For personal assistance, call:  
414-961-6600
- ★ Visit us online:  
[www.americandeposits.com](http://www.americandeposits.com)
- ★ Questions on products & services:  
[info@americandeposits.com](mailto:info@americandeposits.com)
- ★ Mail correspondence to:  
505 Wells Street - Suite 200  
Delafield, WI 53018

CGERSD03 - 2016 Referendum			
Transaction Type	Settlement Date	Amount	Balance
<b>Beginning Balance</b>	<b>11/01/2017</b>		<b>\$ 80,029,547.92</b>
CD Interest Earned	11/01/2017	\$ 5,095.89	\$ 80,034,643.81
CD Interest Earned	11/01/2017	\$ 5,095.89	\$ 80,039,739.70
Interest Distribution Client	11/01/2017	-\$ 5,095.89	\$ 80,034,643.81
Interest Distribution Client	11/02/2017	-\$ 11,585.00	\$ 80,023,058.81
CD Interest Earned	11/02/2017	\$ 11,585.00	\$ 80,034,643.81
CD Interest Earned	11/02/2017	\$ 11,585.00	\$ 80,046,228.81
Fee CD PLACEMENT CDWSBY11CL	11/08/2017	-\$ 15,000.00	\$ 80,031,228.81
Withdrawal	11/10/2017	-\$ 471,859.73	\$ 79,559,369.08
Internal Transfer TO: CGERSDDS	11/13/2017	-\$ 3,966,863.60	\$ 75,592,505.48
APS Vendor Payment CD Smith	11/22/2017	-\$ 2,013,291.82	\$ 73,579,213.66
<b>Ending Balance</b>	<b>11/22/2017</b>		<b>\$ 73,579,213.66</b>