MEETING NOTICE:
Personnel and Finance Committee

AGENDA

MONDAY, March 4th, 2019 at 6:00pm in Village Annex Room located @ 30 South 1st Street to consider:

Call to Order
Public Participation
Communications
Approve Minutes from January 7th, 2019
Staff Reports
  • Shopkc Update
  • Fiber Internet Project
  • Summer Office Hours

Items for Discussion
  • PDK Properties Update
  • Long-Term Budget Fix
  • Administrator Search

New Business
  • Interim Village Administrator Candidates
  • Resolution 3.1-2019 Joint Resolution of the Village Board of Winneconne for Students to be on Boards/Committees
  • CDBG-Close Option Discussion

Old Business
  • None

Items for Next Month's Agenda

Set next meeting date and adjourn

Mitchell W. Foster
Administrator

Winneconne Municipal Center is accessible to the physically disadvantaged. If special accommodations are necessary, please contact the Village Clerk/Treasurer at (920) 582-4381 and we will make every effort to accommodate the request.
MEETING MINUTES:
Personnel and Finance Committee

MINUTES

MONDAY, January 7th, 2019 at 9:00am in Village Annex Room located @ 30 South 1st Street to consider:

Meeting called to order at 9:00am by Chairman Andy Beiser with Trustees Chris Boucher and Ed Fischer in attendance.

Also attending Administrator Mitchell Foster

Public Participation - None
Communications - None
Approve Minutes from December 10th, 2018 – Motion by Boucher, second by Fischer to approve minutes as presented; 3-0 approve.

Staff Reports

- Administrator reviewed potential closure of TID #7 early once all debt is paid for out of district;
- Administrator also updated group on Twin Harbor budget numbers for 2019.

Items for Discussion

- Waterfront Development RFQ Update
  - Administrator has not received any documentation from LeksIII for Waterfront Development;
  - Developer is required by the Board to move forward at January Board meeting, but we are not sure where it is at.

- PDK Properties Update
  - There will be a resolution at the January Board meeting and a notice that will follow it.

- Long-Term Budget Fix
  - Budgets and Beers Recap
    - Administrator had over 30 people in attendance at most recent event and plans to hold one more at the end of January or first thing in February.

New Business

- 2019 Winneconne Chamber Membership
  - Administrator recommends we continue our membership with the Chamber of Commerce but is seeking official approval from the Board;
  - Motion by Boucher, second by Fischer to recommend approval of membership to Village Board; 3-0 approve.

- Employment Agreements for Administrator and Department Heads
  - Administrator reviewed the small changes in the agreements and the potential idea to change agreements in the future;
  - Committee was interested in seeing fewer changes outside of salary in the future;
  - Motion by Fischer, second by Boucher to recommend approval of Employment Agreements to Village Board; 3-0 approve.

Winneconne Municipal Center is accessible to the physically disadvantaged. If special accommodations are necessary, please contact the Village Clerk/Treasurer at (920) 582-4381 and we will make every effort to accommodate the request.
MEETING MINUTES:
Personnel and Finance Committee

- PTO Time Use (Employee Inquiry)
  - Administrator reviewed request by employees to consider changes to handbook regarding a switch from one-hour to half-hour blocks;
  - Committee asks questions about the difference between allowing flex-time and going to half-hour increments;
  - Boucher asks questions about whether it is solved by no change;
  - Motion by Fischer, second by Boucher to keep flex-time memo and PTO use incremental as-is; 3-0 approve.

Old Business
- None

Items for Next Month’s Agenda - None

Motion by Fischer, second by Boucher to adjourn at 9:20am to February 4th at 9am; 3-0 approve.

Mitchell W. Foster
Administrator
What is Fiber Optic Internet?
Fiber-optics is the best technology for delivering internet service to homes and businesses. In fact, fiber internet is more than 100x faster than what most people have today.

- **Entertainment** – Fiber allows you to seamlessly experience web browsing, HD video streaming, and online gaming without worrying about your connection slowing down—even on nights and weekends when everyone is online.
- **Telecommuting** – Fiber allows you to work from home hassle-free, with easy video conferencing and no more long waits to upload or send large files.

Some cable internet providers and phone companies operate networks that may be partially fiber optics, but they use old copper technology to deliver your internet services the last mile to your house. This is why you may experience network slowdowns and bottlenecks during peak usage times.

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### Internet Speed

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<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>DSL</strong></td>
<td>1.5-7 Mbps</td>
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<tr>
<td><strong>VDSL</strong></td>
<td>55 Mbps</td>
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<tr>
<td><strong>Cable Modem</strong></td>
<td>100 Mbps</td>
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<tr>
<td><strong>Fiber</strong></td>
<td>1 Gbps (1024 Mbps)</td>
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### The Benefits of QOS Broadband’s Fiber Internet

- **Superior Speed**
  Fiber optic cables are run all the way to your building enabling superior speeds, extreme reliability, and balanced upload and download speeds.

- **Excellent Quality**
  Fiber optic cables deliver data, video and voice services hundreds of times faster—and more reliably—than DSL, cable or wireless systems.

- **Better Bandwidth**
  Fiber optic cables have almost limitless bandwidth capabilities, which allows massive amounts of data to flow at the speed of light directly to your home or business.

- **Increased Home Values**
  Having a fixed fiber optic connection directly to your house can increase your home's value by $5,000-to-$10,000.*

  *According to a DVA survey

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### Residential Customers

<table>
<thead>
<tr>
<th>Plan</th>
<th>Speed</th>
<th>Price</th>
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</thead>
<tbody>
<tr>
<td>300 MBPS*</td>
<td>300mbps Download &amp; 300mbps Upload speed</td>
<td>$59.99/month</td>
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<tr>
<td>500 MBPS*</td>
<td>500mbps Download &amp; 500mbps Upload speed</td>
<td>$69.99/month</td>
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<tr>
<td>1 GB*</td>
<td>1 GB Download &amp; 1 GB Upload speed</td>
<td>$99.99/month</td>
</tr>
</tbody>
</table>

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### Business Customers

Contact the QOS Broadband sales team to find out how we can connect your business to the fastest internet in Wisconsin, with speeds from 300 MBPS to 100 GBPS.

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QOS Broadband
Working together for a better, faster internet.

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Go to QOSBroadband.com and click “I want high-speed internet!” to get started.
It takes a community {To raise your internet speed}

And enough interest can make it happen.

Are you and your neighbors suffering from sluggish internet?
Let's change the internet landscape and bring the fastest internet available to your home.

Introducing QOS Broadband, the fastest internet provider in Wisconsin. QOS Broadband is bringing lightning fast direct fiber optic internet to your area. And we want to make sure that you and your neighbors get your faster internet first!

Are you ready for a better, faster internet experience? Take the survey now!

Go to QOSBroadband.com and click "I want high-speed internet!" to get started.
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Revenues</td>
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<td></td>
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<tr>
<td>Taxes</td>
<td>$1,136,829.00</td>
<td>$1,160,606.00</td>
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<td>Fines, Forf. &amp; Penalties</td>
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<td>Miscellaneous Revenue</td>
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<td>Other Fin. Sources/Commercial</td>
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<td>$6,491.00</td>
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<td>PILOT</td>
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<td>Expenditures</td>
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<td>General Government</td>
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<td>$-</td>
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<td>$-</td>
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<tr>
<td>Total Expenditures</td>
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<table>
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<th>Budget Surplus (Deficit)</th>
<th>4,194.27</th>
<th>85.13</th>
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<tbody>
<tr>
<td>Actual</td>
<td>$782,156.00</td>
<td>$723,187.00</td>
<td>$727,381.27</td>
<td>$727,466.40</td>
<td>$674,054.38</td>
<td>$615,305.57</td>
<td>$554,102.99</td>
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</tbody>
</table>

| Road Maintenance         | $-                             | $-                            | $-                            | $-                            | $151,109.00                 | $151,109.00                 | $151,109.00                 | $151,109.00                 |
| Vehicle/Equipment        | $-                             | $-                            | $-                            | $-                            | $110,000.00                 | $110,000.00                 | $119,531.62                 | $119,531.62                 |
| Facility Maintenance     | $-                             | $-                            | $-                            | $-                            | $-                            | $-                            | $-                            | $-                            |

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<thead>
<tr>
<th>Budget Surplus (Deficit)</th>
<th>4,194.27</th>
<th>85.13</th>
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<td>$782,156.00</td>
<td>$723,187.00</td>
<td>$727,381.27</td>
<td>$727,466.40</td>
<td>$412,945.38</td>
<td>$408,847.57</td>
<td>$452,295.81</td>
<td>$452,180.50</td>
</tr>
</tbody>
</table>

| Fund Balance (End of Year) | 480,608.93                     | $554,102.99                  | $480,608.93                  | $412,945.38                 | $408,847.57                 | $452,295.81                 | $452,180.50                 | $452,180.50                 |
Honorable President John Rogers and Village Trustees:

Recently I was asked for my thoughts on what I believe the next Village Administrator should possess with regards to characteristics. In thinking this over, there are a multitude of important qualities for this position, but I will focus on a handful and elaborate further on each.

**Planning/Community Development Knowledge:** With all the redevelopment that will be occurring in the Village over the next few years, I believe this piece may be the most important background you could look for. Whether it is the Shopko site, Wentzel property, or the waterfront; all of these will be important in the next few years. This may not be a characteristic outright, but a background in Planning or Economic Development should be identified and preferred.

**Emotional Intelligence:** A lot of this job is learning how to deal with different personalities, expectations and conflicts and so the next Administrator must be able to demonstrate their ability to relate to people and have empathy. If they are short-tempered, too confident/arrogant, or are “firm” in themselves being right, it will not work with this community.

**Confidence:** As all of you know, there are several strong personalities in this great community that believe they are right. This position must have the confidence in themselves and their staff to be able to stand up to these personalities, but in a productive manner. As I discussed previously, arrogance will get them nowhere, but confidence in themselves will be important.

**Fit:** One thing that is overlooked is how the Administrator presents themselves on different days, in different circumstances, and in or out of the office. For Winneconne, it is not a “suit and tie” community and it shouldn’t expect that of its Administrator or else you may get someone who just won’t fit in with everyone in the community.

**Manager over Visionary:** One of the things I realized quickly when I got to the community, was that you have several people who have grand plans for where the community will go, and it was my job to figure out how to get there. I had to change my methods in order to become more of a manager of that process and I believe the next Administrator will also need to fit into that. So, if you get the feeling from a candidate that they would “do the job well” but maybe not have the vision for the future; that may be a good choice.

And finally:

**Lifelong Learner:** The next Administrator must demonstrate that they are willing and able to continue to learn how to perform the job better in all aspects. They should continuously read professional and non-profession-based magazines, articles and books as well as want to attend as many professional development opportunities as possible. If they do not share this interest and ability you may end up with someone who will lack the creativity and desire over the long-run.

I do believe the Village Board and community will get an amazing Administrator to step out of the pool of applicants and come in to help guide this amazing place into the future. I would ask you all to keep your eyes open for a person you may overlook as someone who could be great!

Regards,

Mitchell Foster
AGREEMENT
For PROFESSIONAL SERVICES

Village of Winneconne
Attn: Mitch Foster
30 S 1st Street
Winneconne, WI 54986

Date: February 22, 2019
Job No. TBA

PROJECT DESCRIPTION:
Interim services for the Village Administrator for the Village of Winneconne.

SCOPE OF SERVICES:
Integrated Public Resources, LLC (IPR) agrees to provide the following Scope Of Services for this project:
- Russell Van Gompel will serve as Interim Administrator for the Village until a new Administrator is hired
  - 16 to 20 hours per week, or as directed by the Winneconne Village Board and agreed to by IPR.
  - Overseeing the Village of Winneconne’s daily tasks.
  - Assist with the preparation of the Village’s 2019 Budget.
  - Other work to be directed and agreed to by the Village Board and IPR.

SPECIAL TERMS: (Refer Also To General Terms & Conditions - Attached)
The Scope Of Services and fee is based upon the understanding that the Owner will provide the following:
The Village of Winneconne agrees that the Project Description, Scope Of Services and Compensation sections contained in this Agreement, pertaining to this project or any addendum thereto, are considered confidential and proprietary, and shall not be released or otherwise made available to any third party, prior to the execution of this Agreement, without the expressed written consent of the Integrated Public Resources, LLC.

COMPENSATION: (Does Not Include Permit Or Approval Fees)
Integrated Public Resources, LLC agrees to provide the Scope Of Services described above for the following compensation on a Time & Expense Basis:
- Recruitment and Interim Services will be billed at $110 per hour.

COMPLETION SCHEDULE:
Integrated Public Resources, LLC agrees to complete this project as follows:
- Completion of the work is estimated to be June 1, 2019, but will be determined by the Village Board.

ACCEPTANCE:
The General Terms & Conditions And The Scope Of Services (Defined In The Above Agreement) Are Accepted, and Integrated Public Resources, LLC Is Hereby Authorized To Proceed With The Services.

The Agreement Fee is Firm For Acceptance Within Sixty (60) Days From Date Of This Agreement.

VILLAGE OF WINNECONNE
Winnebago County, Wisconsin

By: __________________________
Title: __________________________
Date: __________________________

IPR, LLC
Neenah, Wisconsin

By: __________________________
Title: __________________________
Date: __________________________

Russell Van Gompel, ICMA-CM
Senior Account Executive

Please Return One Copy For Our Records
Street Address: 1445 McMahon Drive - Neenah, WI 54956
Mailing Address: P.O. Box 1025 - Neenah, WI 54957-1025
Phone 920-751-4200  •  Fax 920-751-4284  •  www.IPR-F3.com

W:WWW.AGREEMENTSISF-AGREEMENTS (IPR)2019WINNECONNE.DOCX
INTEGRATED PUBLIC RESOURCES, LLC
GENERAL TERMS & CONDITIONS

1. Integrated Public Resources, LLC (IPR) will bill the Owner monthly with net payment due in fifteen (15) days. Past due balances shall be subject to a service charge at a rate of 1.0% per month. In addition, IPR may, after giving forty-eight (48) hours notice, suspend service under any Agreement until the Owner has paid in full all amounts due for services rendered and expenses incurred. These expenses include service charges on past due invoices, collection agency fees and attorney fees incurred by IPR to collect monies due IPR.

2. The stated costs and scope of work constitute our best estimate of the costs and tasks required to perform the work as defined. This Agreement, upon execution by both parties hereof, can be amended only by written instrument signed by both parties. For those projects involving conceptual or project development services, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction, which may alter the project scope. IPR will promptly inform the Owner in writing of such situations so that changes in this Agreement can be negotiated as required.

3. The stipulated cost is firm for acceptance by the Owner thirty (30) days from date of the agreement publication.

4. Costs and schedule commitments shall be subject to re-negotiation for delays caused by the Owner’s failure to provide specific facilities or information, or for delays caused by unpredictable occurrences, including without limitation, fires, floods, winds, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdowns, acts of God or the public enemy, or acts or regulations of any governmental agency. Temporary delay of services caused by any of the above, which results in additional costs beyond those outlined, may require re-negotiation of this Agreement.

5. Reimbursable expenses incurred by IPR in the interest of the project including, but not limited to, equipment rental and testing will be billed to the Owner at invoice cost plus 10%.

6. McMahon, Inc., as a subcontractor to IPR will maintain insurance coverage in the following amounts:

<table>
<thead>
<tr>
<th>General Liability</th>
<th>Bodily Injury - Property Damage Per Incident: $1,000,000</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Bodily Injury - Annual Aggregate: $2,000,000</td>
</tr>
<tr>
<td>Automobile Liability</td>
<td>Bodily Injury: $1,000,000</td>
</tr>
<tr>
<td></td>
<td>Property Damage: $1,000,000</td>
</tr>
<tr>
<td>Excess Liability Coverage</td>
<td>$5,000,000</td>
</tr>
</tbody>
</table>

If the Owner requires coverages or limits in addition to the above stated amounts, premiums for additional insurance shall be paid by the Owner. IPR’s liability to Owner for any indemnity commitments, reimbursement of legal fees, or for any damages arising in any way out of performance of our contract is limited to such insurance coverages and amounts.

7. Any Opinion Of Probable Cost requires full underground investigations. If, at the Owners option, underground characterization is not completed, the Owner shall bear the cost of unforeseen conditions not covered by contingencies attached to the Opinion Of Probable Cost.

8. When IPR, subsequent to execution of an Agreement, finds that specialized equipment must be purchased to provide special services, the cost of such equipment will be added to the agreed cost only after the Owner has been notified and agrees to these costs.

9. The Owner agrees to provide such legal, accounting, and insurance counseling services as may be required for the project for the Owner’s behalf. All unresolved claims, disputes and other matters in question between the Owner and IPR shall be submitted to mediation.

10. Termination of this Agreement by the Owner or IPR shall be effective upon seven (7) days written notice to the other party. The written notice shall include the reasons and details for termination; payment is due as stated in paragraph 1. If the Owner defaults in any of the Agreements entered into between IPR and the Owner, or if the Owner fails to carry out any of the duties contained in these terms and conditions, IPR may, upon seven (7) days written notice suspend its services without further obligation or liability to the Owner unless, within such seven (7) day period the Owner remedies such violation to the reasonable satisfaction of IPR.

11. Re-use of any documents or Auto-CAD representations pertaining to this project by the Owner or extensions of this project or on any other project shall be at the Owner’s risk and the Owner agrees to defend, indemnify, and hold harmless IPR from all claims, damages, and expenses including attorney's fees arising out of such re-use of the documents or Auto-CAD representations by the Owner or by others acting through the Owner.

12. Purchase Orders - In the event Owner issues a purchase order or other instrument related to the project, it is understood and agreed that such document is for Owner's internal accounting purposes only and shall in no way modify, add to, or delete any of the terms and conditions of this Agreement. If the Owner does issue a purchase order or other similar instrument, it is understood and agreed that IPR shall indicate the purchase order number on the invoices sent to the Owner.

13. IPR will provide all work in accordance with generally accepted industry practices. IPR will not provide or offer to provide work inconsistent with or contrary to such practices. Similarly, IPR will not accept those terms and conditions offered by the Owner in its purchase order, requisition or notice of authorization to proceed, except as set forth herein or expressly accepted in writing. Written acknowledgment of receipt, or the actual performance of work subsequent to receipt, of any such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

14. IPR intends to serve as the Owner's representative for work as defined in this Agreement and to provide advice and consultation to the Owner.

15. The Owner shall be responsible for maintenance of the structure, or portions of the structure, which have been completed and have been accepted for its intended use by the Owner. All structures are subject to wear and tear, and environmental and man-made exposures. As a result, all structures require regular and frequent monitoring and maintenance to prevent damage and deterioration. Such monitoring and maintenance is the sole responsibility of the Owner. IPR shall have no responsibility for such issues or resulting damages.
Interim Administrator planning

- Dave Tebo: Greenville (Fired/Retired)
  6/25 - 7/10
  \$ 70

- Dwayne Gaur: Weston (PW)
  7/5 - 7/25
  \$ 75.00

25 hours a week

- Russ Van Gompel
  \$ 110.00
### Winneconne School/Village of Winneconne Student Representation

<table>
<thead>
<tr>
<th>Committee/Board</th>
<th>Voting Power</th>
<th>Advisory Only</th>
<th>Number</th>
<th>Primary Focus</th>
<th>Residency Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Village Board</td>
<td>No</td>
<td>Yes</td>
<td>1</td>
<td>General Government</td>
<td>Yes</td>
</tr>
<tr>
<td>Park Committee</td>
<td>Yes</td>
<td>-</td>
<td>1</td>
<td>Outdoors/Parks</td>
<td>No</td>
</tr>
<tr>
<td>Police and Fire Committee</td>
<td>Yes</td>
<td>-</td>
<td>1</td>
<td>Law Enforcement/Fire</td>
<td>Yes</td>
</tr>
<tr>
<td>Personnel and Finance Committee</td>
<td>No</td>
<td>Yes</td>
<td>1</td>
<td>Finance</td>
<td>Yes</td>
</tr>
<tr>
<td>Plan Commission</td>
<td>Yes</td>
<td>-</td>
<td>1 or 2</td>
<td>Big-Picture Thinking</td>
<td>Yes</td>
</tr>
<tr>
<td>Industrial Development Board</td>
<td>Yes</td>
<td>-</td>
<td>1</td>
<td>Business</td>
<td>No</td>
</tr>
<tr>
<td>Library Board</td>
<td>Yes</td>
<td>-</td>
<td>1</td>
<td>Libraries/Education</td>
<td>No</td>
</tr>
<tr>
<td>Historic Preservation Committee</td>
<td>Yes</td>
<td>-</td>
<td>1</td>
<td>History</td>
<td>No</td>
</tr>
<tr>
<td>Public Works Committee</td>
<td>Yes</td>
<td>-</td>
<td>1</td>
<td>Construction</td>
<td>Yes</td>
</tr>
<tr>
<td>Beautification Committee</td>
<td>Yes</td>
<td>-</td>
<td>1</td>
<td></td>
<td>Yes</td>
</tr>
</tbody>
</table>
JOINT RESOLUTION
OF
THE VILLAGE BOARD OF WINNECONNE

WHEREAS, the Village of Winneconne Board of Trustees (the “Village Board”) and the Winneconne Community School District Board (the “School Board”) both recognize the importance of civic education and involvement for students; and

WHEREAS, the Village Board in cooperation with the School Board, has developed a formal program whereby students of the Winneconne Community School District are appointed to various Village Board committees to serve as members of those committees;

THEREFORE, BE IT RESOLVED: That in September of each year at its regular Board meeting, the Village President shall appoint student members to various Village boards and committees from students nominated by the School Board, teachers or school staff.

BE IT FURTHER RESOLVED: That students so appointed will serve as members of those committees and boards with all rights, privileges and duties set forth herein.

BE IT FURTHER RESOLVED: That each student appointee shall receive notices and information for such meetings shall provide opinions and input during such meetings and shall be called with the roll call vote when votes are taken.

BE IT FURTHER RESOLVED: That the vote of such student appointees shall be advisory only.

BE IT FURTHER RESOLVED: That the undersigned Boards may amend this program from time to time as required.

VILLAGE OF WINNECONNE, WISCONSIN

By: ____________________________
John A. Rogers, Village President

Attest: __________________________
Jacquin Stelzner, Village Clerk-Treasurer
ACKNOWLEDGMENT
STATE OF WISCONSIN    )
                      )SS
WINNEBAGO COUNTY     )

Personally came before me this day _____ of ______________, 2019 the above named
John A. Rogers and Jacquin Stelzner to me known to be the persons who executed the foregoing
instrument.

__________________________________________
Notary Public, State of Wisconsin
My commission expires: ________.

WINNECONNE COMMUNITY SCHOOL DISTRICT

By: _____________________________________
   Robert Rebman, School Board President

Attest: ___________________________________
        Margaret Baltus, School Board Clerk

ACKNOWLEDGMENT
STATE OF WISCONSIN    )
                      )SS
WINNEBAGO COUNTY     )

Personally came before me this day _____ of ______________, 2019 the above named
Robert Rebman and Margaret Baltus to me known to be the persons who executed the foregoing
instrument.

__________________________________________
Notary Public, State of Wisconsin
My commission expires: ________.
Administrator Foster:
This is in response to your email from Monday, 2/25/19 (copied below) to the Division of Energy, Housing and Community Relations (DEHCR) Community Development Block Grant (CDBG) program. The site demolition, clearance and environmental contamination removal activities you described for both properties would be eligible as CDBG-CLOSE projects through the Public Facilities (PF) project type option under the Slum & Blight-Spot Basis National Objective. However, when there is a planned use for the property after the site clearance, the planned use must be an eligible use and must meet a HUD National Objective, unless the redevelopment occurs 5 or more years after the CDBG project close/completion.

When acquiring and clearing a property under the Slum & Blight National Objective for Public Facilities (PF) use, the clearance is the “end use” for the property that meets the Slum & Blight National Objective by eliminating the blight. Adding new construction as part of the CDBG-funded PF project or immediately following the CDBG-funded portion of a project would become a “change in use” or the “end use” of the property and therefore would also need to qualify as meeting a HUD National Objective. The “use” of the property cannot change after a CDBG project for 5 years after the completion/close of the project unless another HUD National Objective is met and DEHCR approves the change in use.

If we know from the start of the project the end/planned use of the property, we would base the qualification of the project (i.e., the National Objective being met and CDBG project type) on the end/planned use. Based on the information provided, the project types vary, and are not Public Facilities (PF) project types alone. Generally CDBG may only be used for new construction if the LMI National Objective is being met (i.e., at least 51.0% of the primary beneficiaries of the project are LMI) and the new construction is a qualifying eligible activity/use. You noted “both projects would employ (a) majority of people below the county’s median income level and may include LIHTC projects on upper floors.” While LMI job creation can be a way to meet the LMI National Objective, it must be job creation by primary beneficiary businesses that will benefit from the CDBG project (i.e., the businesses that would occupy the new buildings being constructed) – not the local government or hired contractors that will complete the construction of the building. Several other conditions apply. I suggest we arrange a phone or in-person discussion if the Village is interested in qualifying to expend CLOSE funds through the Public Facilities for Economic Development (PFED) project type option, which entails LMI job creation by businesses to meet the LMI National Objective.

A library or new housing could potentially qualify as a Public Facilities (PF) project if certain conditions and requirements are met.

Comments regarding each proposed project are below:

**Project #1:** The acquisition, clearance/demolition and environmental remediation could qualify as a PF project type under the Slum & Blight National Objective if no other improvements/changes in use occurred for 5 years after the close/completion of the CDBG project.

The proposed redevelopment/new construction before the 5 years after close/completion would need to qualify as meeting the LMI National Objective. The end/planned use of the property as a dual-use facility housing a
I am looking to get feedback on a couple of projects we are considering to use this money for. Both would be focused on Blight/Slum Elimination sites with redevelopment after the demolition, utilizing mixed-use developments.

Project #1: Existing contaminated site designated as blighted by the Village Board via resolution. Plan to demolish existing building on property, acquire neighboring property that is likely contaminated as well, and clean up sites for redevelopment purposes. Proposed use after clean-up would be Public Library on main floor with apartments or condos on two floors above.

Project #2: Existing small lot on Main Street with two-story blighted structure. Plan to demolish building, clean up site which has existing foundation and other issues, and then sell to developer for re-development. Planned re-use is for a two-story mixed use facility with two apartments above (one is live-in) and a café/art gallery on main floor.

Both projects would employ majority of people below the county’s median income level and may include LIHTC projects on upper floors.

Looking forward to your feedback.

Mitch

Mitchell W. Foster
Village Administrator
Village of Winneconne
administrator@winneconnewi.gov
Office: (920) 706-0301
Cell: (231) 690-7609

What is a Village Administrator? https://www.youtube.com/watch?v=7CkgvIAaNR4

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