



**PUBLIC NOTICE**

**Common Council Regular Meeting**

**Wednesday, November 06, 2024 at 5:30 PM**

**City Hall, 100 E Fountain St, Dodgeville, WI 53533**

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**AGENDA**

**I. CALL TO ORDER AND ROLL CALL**

**I. PLEDGE OF ALLEGIANCE**

**II. CONSENT AGENDA**

- [1.](#) Approval of Minutes from October 15, 2024.
- [2.](#) Approval of a Street Use Permit for the Dodgeville Chamber of Commerce Home for the Holidays Parade on November 30, 2024.
- [3.](#) Approval of a Street Use Permit for BMO Harris Bank to close a portion of W Chapel St on November 30, 2024 to hand out hot chocolate during the Home for the Holidays parade.
- [4.](#) Discussion and possible action to approve the 2025 Stray Animal Contract with the Iowa County Humane Society.
- [5.](#) Approval of Claims from November 6, 2024.

**III. PUBLIC COMMENT** *Citizen or delegation presentations, requests or comments and discussion of same, pursuant to Wis. Stat. Sec. 19.83 (2) and Sec. 19.84 (2). Ten minute limit except by consent of council. No action will be taken on any item that is not specifically listed on the agenda.*

**IV. REPORTS/RECOMMENDATIONS**

- [6.](#) Police Report
7. Clerk/Treasurer Report
8. Mayor Report

**V. NEW BUSINESS**

- [9.](#) Discussion and possible action to approve a request from the Dodgeville Chamber of Commerce regarding a 2025 sponsorship for a "Wisconsin Great Outdoors Campaign".
- [10.](#) Discussion and possible action to approve a revised purchasing policy.
- [11.](#) Discussion and possible action to approve a Letter of Engagement with Johnson Block & Company for 2025 Audit Services.
- [12.](#) Consideration of a recommendation from the Plan Commission to approve a proposed Certified Survey Map changing property lines on property owned by Limestone Hills 1 LLC on Peterson Dr (parcel #216-1540.02 & 216-1549.03)

13. Discussion and possible action to approve a Second Amendment to the TID 3 Development Agreement with Pelton Development Group LLC (the Developer) and Limestone Hills 1 LLC (Landowner).

**VI. ANY OTHER BUSINESS AS ALLOWED BY LAW**

**VII. CLOSED SESSION**

14. Adjourn to Closed Session pursuant to Wis. State Statute 19.85(1): deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session for the purposes of discussing: TID 3 development negotiations.

**VIII. OPEN SESSION**

15. Reconvene to Open Session
16. Any Action Needed as a Result of Closed Session

**IX. ADJOURN**

17. Motion to Adjourn

*Any person who has a qualifying disability, as defined by the Americans with Disabilities Act, that requires the meeting or material at the meeting to be in an accessible location or format, must contact the City Clerk at the address listed above or call 930-5228, prior to the meeting so that any necessary arrangements can be made to accommodate each request.*



**MINUTES**

**Common Council Regular Meeting  
Tuesday, October 15, 2024 at 5:30 PM  
City Hall, 100 E Fountain St, Dodgeville, WI 53533**

**MINUTES**

**I. CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Mayor Hottmann at 5:30 pm. PRESENT: Roxanne Reynolds-Lair, Shaun Sersch, Tom DeVoss, Jeff Weber, Jerry Johnson, Julie Johnson-Solberg, Larry Tremelling. ABSENT: Dan Meuer

**I. PLEDGE OF ALLEGIANCE**

**II. CONSENT AGENDA**

Reynolds-Lair noted a misspelling of "Tremelling" in the minutes of 10-1-2024. Motion by DeVoss, second by Johnson, to approve the following consent agenda items with the typo correction. Voice vote. Motion carried 7-0.

- 1. Approval of Minutes from October 1, 2024.
- 2. Approval of a Temporary Class "B" and Temporary "Class B" for the Chamber of Commerce "Spooky Halloween & Boos Walk" on October 26, 2024.
- 3. Approval of Claims from October 15, 2024.

General - \$498,771.20, Water - \$32,374.02, Sewer - \$34,735.34; Total - \$565,880.56

**III. PUBLIC COMMENT**

None.

**IV. REPORTS/RECOMMENDATIONS**

- 4. *Clerk/Treasurer Report.* Voting in Care Facilities begins tomorrow Oct 16th. Oct 16th is also the last day to register to vote online and by mail. Early voting begins Oct 22nd.
- 5. *Mayor Report.* Mayor Hottmann stated that we will want to move on our Armory Subcommittee soon. Mayor Hottmann will be working with Julia Oellrich to find grants for the Armory and Ley Pavilion. Thanks to the Dept Heads, Finance Committee and Clerk Aulik for work on the budget and Capital Improvement Plan.

**V. NEW BUSINESS**

- 6. *Discussion and possible action to approve Resolution 2024-11: Accepting Award of Flexible Facilities Program Grant.* The resolution accepts the award of \$4.25M in grant funds for the library. Weber addressed bringing better information and numbers to the public. Director Portz planned to bring a community engagement campaign as part of this grant project. Johnson-Solberg stated she received positive feedback from her constituents, and Reynolds-Lair also received good feedback and addressed questions from the public. Motion by DeVoss, second by Reynolds-Lair to approve Resolution 2024-11: Accepting Award of Flexible Facilities Program Grant. Roll call vote. Motion carried 7-0.
  
- 7. *Discussion and possible action to approve the use of prior year Police Outlay carryover balances for purchase of patrol rifles and updates to the interview room.* Motion by Weber, second by Tremelling to allow the police department to use Police Outlay carryover funds yet this year for the purchase of 3 patrol rifles \$7,250 and updates to the interview room \$7K. Voice vote. Motion carried 7-0.
  
- 8. *Discussion and possible action to approve a retainer agreement with Boardman & Clark, LLP for 2025 legal services.* Motion by DeVoss, second by Weber to approve the purchase of a retainer agreement with Boardman & Clark, LLP for 2025 legal services. Roll call vote. Motion carried 7-0.
  
- 9. *Discussion and possible action to approve the 2025 Preliminary Budget.* Aulik provided an overview of the preliminary 2025 Budget. Motion by DeVoss, second by Johnson to approve the 2025 Preliminary Budget. Roll call vote. Motion carried 7-0.
  
- 10. *Discussion and possible action to approve a bid for cemetery lift station repairs.* Motion by DeVoss, second by Weber to approve a bid from Portzen Construction for \$45,000 for the cemetery lift station repairs from the WWTP funds. Roll call vote. Motion carried 7-0.
  
- 11. *Discussion and possible action to approve the purchase of a Portable Sampler for the Sewer Department utilizing ARPA funds.* Motion by Weber, second by Johnson-Solberg to approve the purchase of a Portable Sampler for the Sewer Department utilizing ARPA funds from USA Bluebook for \$6,401.56. Roll call vote. Motion carried 7-0.
  
- 12. *Discussion and possible action to approve Ordinance 2024-04: An Ordinance to Repeal and Recreate Chapter 12 and Amend 25.04(f) of the Municipal Code of the City of Dodgeville, Iowa*

County, Wisconsin relating to Licenses & Permits and Schedule of Penalties. The ordinance makes several changes to licenses and permits including updating alcohol and tobacco licenses, removing the licensing requirement on cats, permitting Weights & Measures, adding a Food Vending Permit, and combining multiple permits into a "Special Event License". The ordinance committee for several hours over 2 meetings to make these changes. Motion by Reynolds-Lair, second by Johnson to approve Ordinance 2024-04; Repeal and Recreate Chapter 12 Licenses and Permits. Voice vote. Motion carried 7-0.

- 13. *Discussion and possible action to sponsor the Tri-State Silk Road Conference on November 8, 2024.* The cost of sponsorship is \$500. Mayor Hottmann would like to sponsor the event and give the 8 seats to local students. Motion by DeVoss, second by Johnson-Solberg to sponsor the Tri-State Silk Road Conference on November 8, 2024. Voice vote. Motion carried 7-0.

**VI. ANY OTHER BUSINESS AS ALLOWED BY LAW**

None.

**VII. ADJOURN**

- 14. *Motion to Adjourn.* Motion by Weber, second by Sersch to adjourn the meeting. Voice vote. Motion carried 7-0.

Time: 6:26 pm

Applicant/Contact Name: Jenna Vandra / Dodgeville Chamber

Email: depot@mntc.net

Telephone: 608.935.9200

Event Sponsor/Business: Home For The Holidays / Dodgeville Chamber

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Event Information**

Start date: 11/30/24 Time: 4:30pm End Date: 11/30/24 Time: 7:30pm

Include set-up and tear-down/clean-up time (48 hour notice required if event time changes or is cancelled, if notice is NOT given, costs will be assessed for employee time).

Description of street(s) proposed to be used. Please provide a map with your application.

\_\_\_\_\_

**Street Barricades:** Barricades are requested for the following locations:

E Fountain Street - in front of City Hall

W Fountain Street to S Main St.

N 10th St from Fountain to ~~Chapin St~~ Diagonal St

*I understand that I may be required to set up barricades at the locations designated by the City and to take down the barricades after the event. Generally, barricades may be set in place no earlier than 1/2 hour before the start of the event and must be removed immediately following the event and returned to the location designated by the City no more than 1 hour after the conclusion of the event.*

**Estimated number of persons in attendance:** 200

*Certificate of Insurance may be required, if attendance exceeds 50 - an additional officer maybe required at applicants expense.*

**General Event Type:**

- Parade     Block Party     Sports Event     Other (describe)

**State and/or County Approval Required?** (for events involving using/crossing state or county trunk highways)

- Yes     No

State and/or County Approval Obtained?

Yes  No

Use of Street(s): (include a detailed description of all activities such as vending, music, selling of food or alcohol beverages, location and use of tents, stages, or other equipment, and attach a detailed plan for clean-up after the event, steps to be taken to prevent vehicular traffic from going through the area, and steps that will be done to ensure the security of not allowing underage people in the fenced area, if alcohol is to be served):

Holiday Lights parade / Memorial Lights

If using recording or sound amplification equipment please describe: Speaker to announce parade entries

Designate any public facilities or equipment to be used: (additional costs may be incurred): \_\_\_\_\_

Has notification to all residences and businesses that may be impacted in the area been given?

Yes  No DATE: \_\_\_\_\_

Check method used:  Publication  Flyers  Phone  Personal visit

Other (explain) social media / email

I certify that I have read and understand the City of Dodgeville Ordinance #1296 An Ordinance To Require Street Use Permits, and agree to adhere to all of the rules and requirements outlined in the Ordinance and that all information provided on this application is true and correct.

Jenna Vonah  
Signature

10/14/24  
Date

# CITY OF DODGEVILLE

## INDEMNIFICATION / HOLD HARMLESS

I/We, Jenna Vondra <sup>Dodgeville Chamber</sup>, sponsor(s) and/or co-sponsors  
of (name/organization)

Home For the Holidays - Lights parade  
(name of event)

shall indemnify, hold harmless, and defend City of Dodgeville, its officers, agents, and employees from and against all claims, damages, losses, and expenses, including attorneys' fees, which arise from or out of the above specified event.

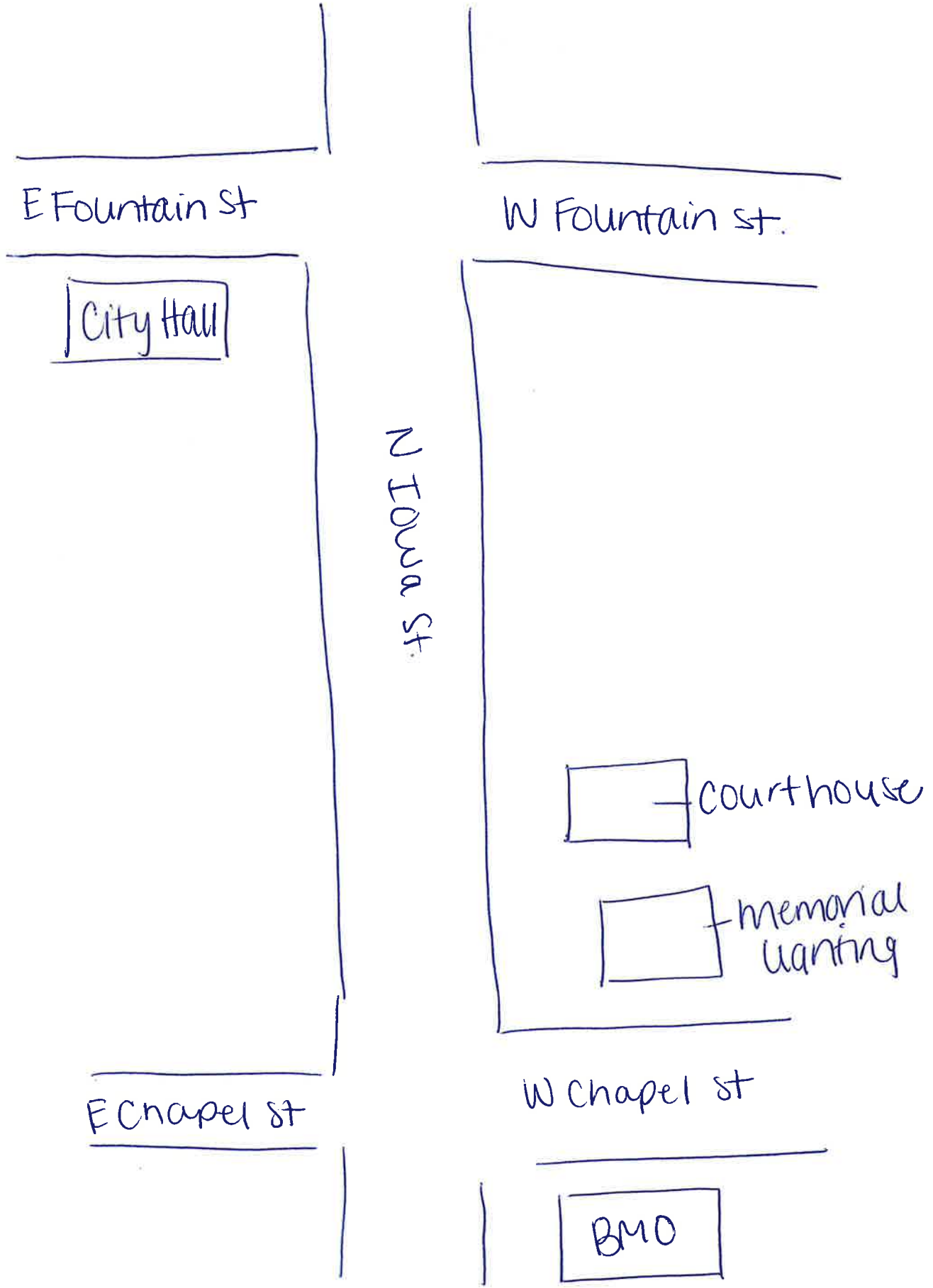
Jenna Vondra  
Responsible officer, event sponsor/co-sponsor

10/14/2024  
Date

\_\_\_\_\_  
Responsible officer, event sponsor/co-sponsor

\_\_\_\_\_  
Date





**Dodgeville Police Department**111 W Merrimac ST  
Dodgeville, WI 53533

Phone: (608) 935-3238

**Incident Report**

Section II. Item #2.

**Case Number:**

|   |  |                              |
|---|--|------------------------------|
| <i>Date/Time Reported</i><br>10/30/2024 2:00 pm   | <i>Nature of Incident</i><br>Street Use Permit | <i>Case Status</i><br>Closed |
| <i>Date/Time Occurred</i><br>11/30/2024 4:30 PM to 11/30/2024 7:30 PM                                   | <i>Case Outcome/Disposition</i><br>Closed      |                              |
| <i>Location of Incident</i><br>Dodgeville Chamber of Commerce, 100 - 300 N Iowa ST, Dodgeville WI 53533 |  |                              |

**Assigned Units***Assign Arrive Clear*

|          |                         |     |       |
|----------|-------------------------|-----|-------|
| Assigned | Chief Brandon E Wilhelm | DPD | 14:00 |
|----------|-------------------------|-----|-------|

**Applicant**

|  |
|--|
| Dodgeville Chamber of Commerce, 338 N Iowa ST , Dodgeville, WI 53533 Phone: (608) 935-5993 |
|--|

Case Number: continued

Dodgeville Police

Section II. Item #2.

Officer: Chief Brandon E Wilhelm

Date of Report: 10/30/2024

Street Use

**Street Use Permit Application**

Home for the Holidays Parade

Recommendations by: Chief of Police Brandon E. Wilhelm

Event Date(s): November 30th, 2024 4:30 p.m-7:30 p.m.

**Public Safety Impact**

The use of mapped streets for this event causes minor to moderate issues of concern for Public Safety, due to the use of State Highway and the anticipated attendance of the event. Precautions listed throughout this application will assist in minimizing the concerns and may be utilized at future events of a similar nature. An Emergency Operations Plan has been created and will be disseminated and reviewed by Emergency Services prior to the event.

**Traffic Movement**

Barricades, detour signage, plow trucks and squad cars will be utilized to prevent traffic flow into the event area.

Other adjacent streets should have limited impact. Detour will be on Union St. via Walnut St. and Spring St.

**Police Protection**

This event will require police traffic control and/or presence. Five to six Officers will be utilized to ensure safety of the event.

**Crowd Control**

This function involving participants is of minor concern given the estimated crowd at this time.

**State Highway Closure**

This regular application does include State Highway Use. State Highway Closure form was submitted for approval to the DOT on 10-31-2024.

**Parking**

Parking will not be permitted in the 100-300 block of N. Iowa St. starting at 4:00 p.m.

**Emergency Vehicle Access**

Emergency vehicle access may be slightly delayed due to this event. Notification to Iowa County Emergency Management will be made 5 days prior to the event to ensure outside emergency services are aware of the detour route. The associated operations plan will dictate internal emergency vehicle access routes.

**Recommendation**

It is my recommendation to the Dodgeville Common Council to approve a street use permit as anticipated.

END OF REPORT  
Chief Brandon Wilhelm

\_\_\_\_\_  
Officer Signature

\_\_\_\_\_  
Date

**Case Number: continued**

**Dodgeville Police**

Section II. Item #2.

\_\_\_\_\_  
*Supervisor Signature*

\_\_\_\_\_  
*Date*

**Applicant/Contact Name:** Jackie Ryddner, Retail Relationship Banker

**Email:** jackie.ryddner@bmo.com

**Telephone:** (608) 935-7405

**Event Sponsor/Business:** BMO Bank, N.A.

**Email:** kari.wunderlin@bmo.com

**Telephone:** (608) 935-7404

**Event Information**

**Start date:** 11/30/2024 **Time:** 5:30 pm **End Date:** 11/30/2024 **Time:** 7:00 pm

Include set-up and tear-down/clean-up time (48 hour notice required if event time changes or is cancelled, if notice is NOT given, costs will be assessed for employee time).

Description of street(s) proposed to be used. Please provide a map with your application.  
the end of W Chapel St between N Montgomery St and N Iowa St

**Street Barricades:** Barricades are requested for the following locations:  
W Chapel St at N Iowa St and W Chapel St at N Montgomery St

*I understand that I may be required to set up barricades at the locations designated by the City and to take down the barricades after the event. Generally, barricades may be set in place no earlier than 1/2 hour before the start of the event and must be removed immediately following the event and returned to the location designated by the City no more than 1 hour after the conclusion of the event.*

**Estimated number of persons in attendance:** 50

*Certificate of Insurance may be required, if attendance exceeds 50 - an additional officer maybe required at applicants expense.*

**General Event Type:**

Parade     Block Party     Sports Event     Other (describe)

**State and/or County Approval Required?** (for events involving using/crossing state or county trunk highways)

Yes     No

**State and/or County Approval Obtained?**

Yes       No

**Use of Street(s):** *(include a detailed description of all activities such as vending, music, selling of food or alcohol beverages, location and use of tents, stages, or other equipment, and attach a detailed plan for clean-up after the event, steps to be taken to prevent vehicular traffic from going through the area, and steps that will be done to ensure the security of not allowing underage people in the fenced area, if alcohol is to be served):*

We hope to hand out chocolate before the Holiday Parade. We would set up just a few tables between 5:30 and 5:40 and hand out the hot chocolate between 5:40pm and about 6:00pm (or when the parade reaches us). We have requested until 7:00pm just to be safe and to allow for take down time since we are unsure of when the parade will end, but we would be able to be cleaned up within a couple minutes of the parade ending.

**If using recording or sound amplification equipment please describe:**

N/A \_\_\_\_\_

**Designate any public facilities or equipment to be used: (additional costs may be incurred):**

N/A \_\_\_\_\_

**Has notification to all residences and businesses that may be impacted in the area been given?**

Yes       No      DATE: \_\_\_\_\_

**Check method used:**       Publication    Flyers    Phone    Personal visit

Other (explain) \_\_\_\_\_

***I certify that I have read and understand the City of Dodgeville Ordinance #1296 An Ordinance To Require Street Use Permits, and agree to adhere to all of the rules and requirements outlined in the Ordinance and that all information provided on this application is true and correct.***

  
\_\_\_\_\_  
Signature

10-16-2024  
\_\_\_\_\_  
Date

# CITY OF DODGEVILLE

## INDEMNIFICATION / HOLD HARMLESS

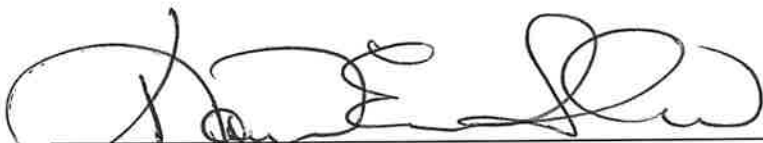
I/We, BMO Bank, N.A., sponsor(s) and/or co-sponsors  
of (name/organization)

handing out hot chocolate at the Holiday Parade,  
(name of event)

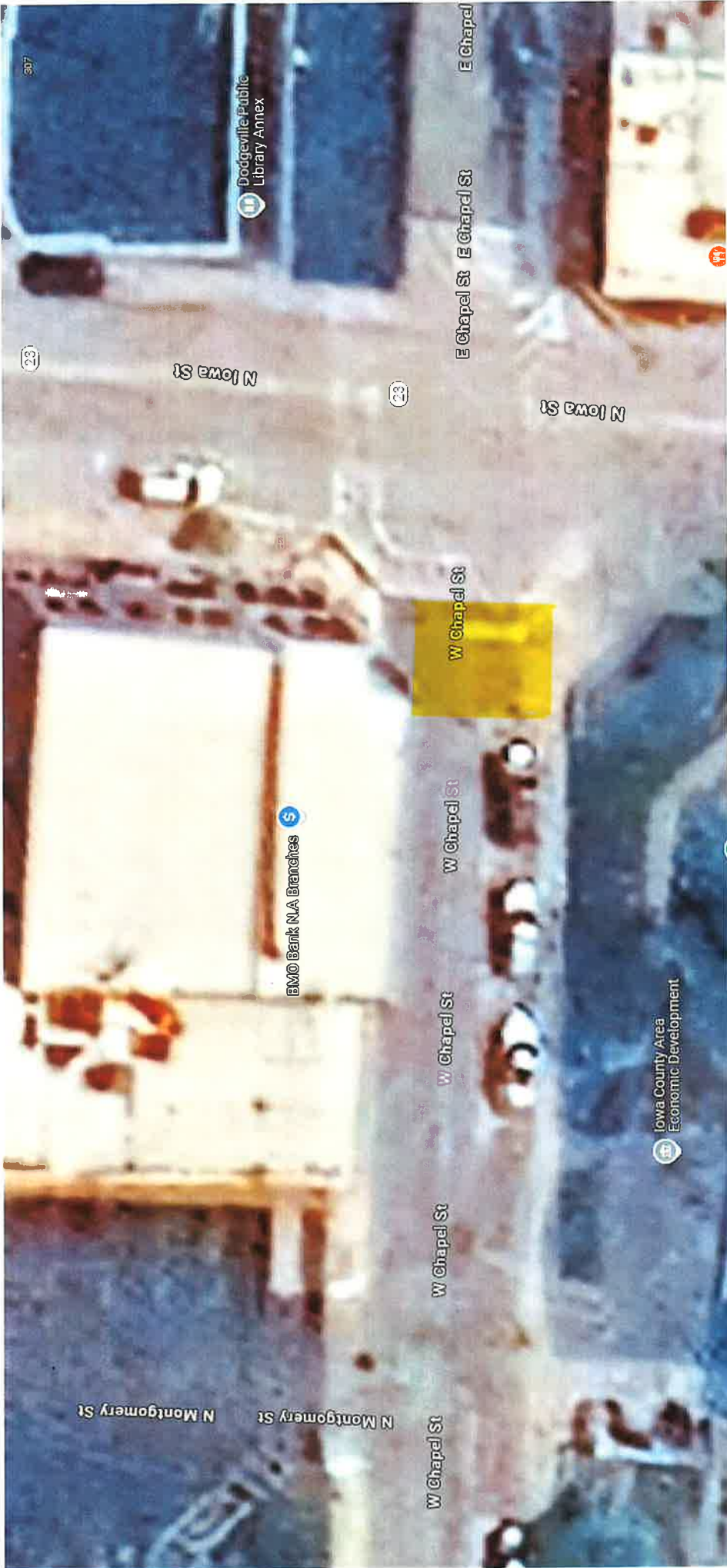
shall indemnify, hold harmless, and defend City of Dodgeville, its officers, agents, and employees from and against all claims, damages, losses, and expenses, including attorneys' fees, which arise from or out of the above specified event.

  
\_\_\_\_\_  
Responsible officer, event sponsor/co-sponsor

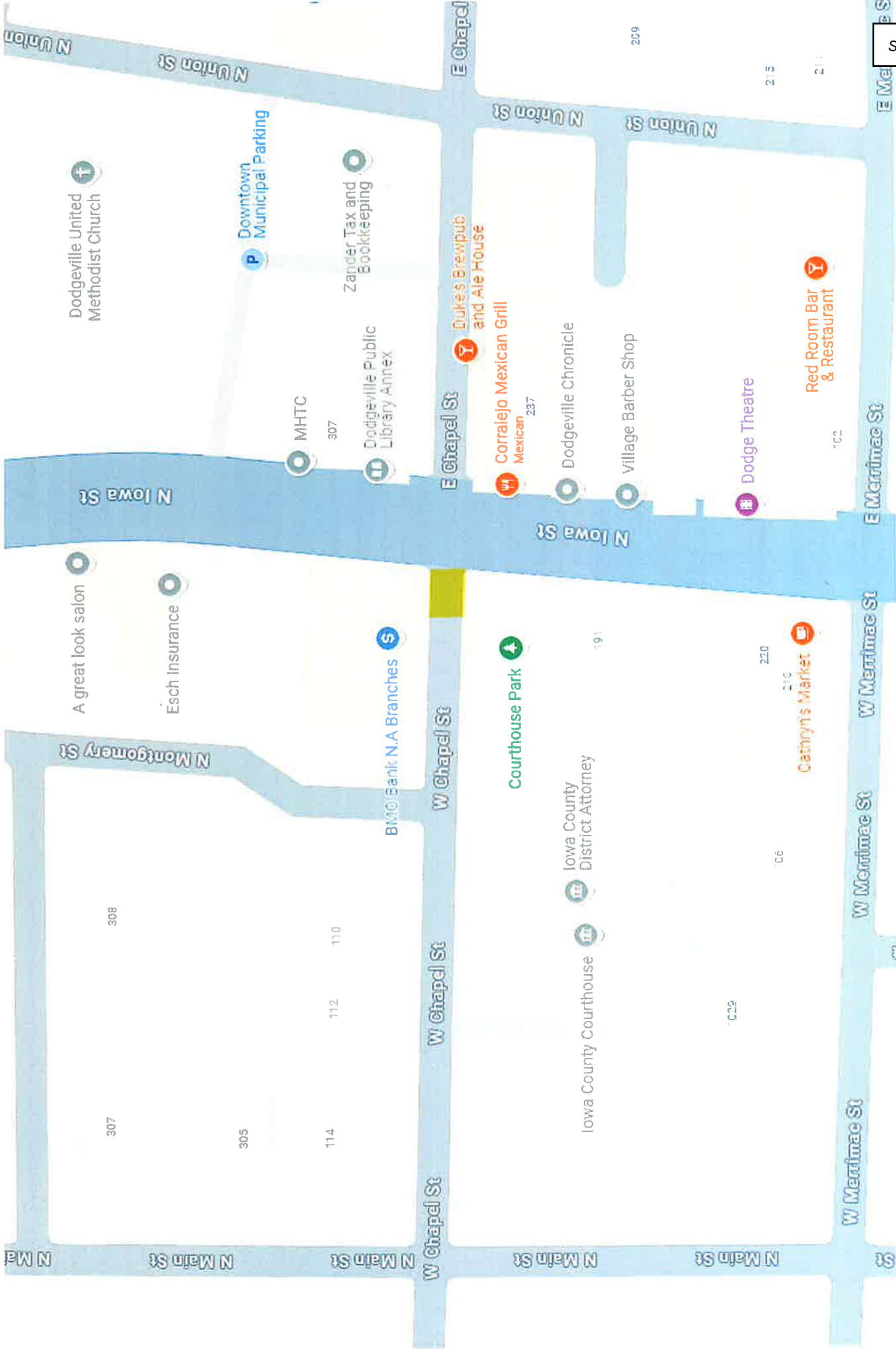
10-16-2024  
Date

  
\_\_\_\_\_  
Responsible officer, event sponsor/co-sponsor

10.16.2024  
Date









Thank you for your payment - a receipt will be sent shortly.

# Thanks for your payment!

A payment was processed and posted successfully to your account. Please print this page for your records.

---

## Your statement will reflect two transactions with the following information:

City of Dodgeville:

\$25.00

Dodgeville Service Fee:

\$1.02

Transaction ID:

79212565

Date:

10/16/2024 03:05 PM

---

**Dodgeville Police Department**111 W Merrimac ST  
Dodgeville, WI 53533

Phone: (608) 935-3238

**Incident Report**

Section II. Item #3.

**Case Number:**

|   |  |                              |
|---|--|------------------------------|
| <i>Date/Time Reported</i><br>10/30/2024 2:00 pm                           | <i>Nature of Incident</i><br>Street Use Permit | <i>Case Status</i><br>Closed |
| <i>Date/Time Occurred</i><br>11/30/2024 5:30 PM to 11/30/2024 7:00 PM     | <i>Case Outcome/Disposition</i><br>Closed      |                              |
| <i>Location of Incident</i><br>100 BLOCK W Chapel ST, Dodgeville WI 53533 |  |                              |

**Assigned Units***Assign Arrive Clear*

|          |                         |     |       |
|----------|-------------------------|-----|-------|
| Assigned | Chief Brandon E Wilhelm | DPD | 14:00 |
|----------|-------------------------|-----|-------|

**Applicant**

|  |
|--|
| <b>BMO Harris Bank (M &amp; I Bank Southwest)</b> , 302 N Iowa ST , Dodgeville, WI 53533 Phone: (608) 935-3349 |
|--|

Case Number: continued

Dodgeville Police

Section II. Item #3.

Officer: Chief Brandon E Wilhelm

Date of Report: 10/30/2024

Street Use

**Street Use Permit Application**

BMO Harris- Hot Chocolate

Recommendations by: Chief of Police Brandon E. Wilhelm

Event Date(s): November 30th, 2024 5:30 p.m-7:00 p.m.

**Public Safety Impact**

The use of mapped streets for this event causes little or no issues of concern for Public Safety, due to the precautions listed throughout the application, the location of event, and the concurrent parade.

**Traffic Movement**

Barricades will be utilized to prevent traffic flow into the event area at the intersection of W. Chapel St/N. Iowa St. and W. Chapel St./Montgomery St. Travel will therefore not be open to vehicular traffic in the 100 block of W. Chapel St. Other adjacent streets should not be impacted. No specified detour is necessary. Vehicles normally travelling on W. Chapel St. are still able to access any residences or routes via alternative methods such as Diagonal St. to Montgomery St.

**Police Protection**

This event will require police traffic control and/or presence as it runs concurrently with the Holiday Parade.

**Crowd Control**

This function involving participants is of minor concern given the estimated crowd at this time.

**State Highway Closure**

This regular application does not include State Highway Use.

**Parking**

Parking will not be permitted at event location (100 block W. Chapel). This eliminates approximately 4 parking spots on W. Chapel St. Parking will take place on the adjacent streets and we do not expect any issues.

**Emergency Vehicle Access**

Emergency vehicle access will not be available in the 100 block of E. Chapel St.. There is no adjacent private property (i.e. residences) which would be impacted. Entry into the event via emergency services is only slightly impacted by the barricades mentioned within the application.

**Recommendation**

It is my recommendation to the Dodgeville Common Council to approve a street use permit as anticipated.

END OF REPORT  
Chief Brandon Wilhelm

\_\_\_\_\_  
*Officer Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Supervisor Signature*

\_\_\_\_\_  
*Date*



Iowa County Humane Society  
305 Hwy. YZ, Dodgeville, WI. 53533  
(608) 935-1381 Fax (608) 935-2884  
e-mail: office@ichs.net website: www.ichs.net

2025 Stray Cat and Dog Contract for Services

City of Dodgeville agrees to contract with the Iowa County Humane Society (ICHS) for the housing and care of stray/abandoned dogs and cats for the period January 1, 2025 to December 31, 2025. ICHS shall hold and care for the stray/abandoned animals in accordance with Wisconsin law.

City of Dodgeville agrees to prepay in the amount of \$7000 for the 2025 contract year.

Fees for 2025 strays and abandoned dogs and cats are as follows

- Dogs - \$180 each
- Pregnant dogs or females with any number of nursing puppies - \$285 total
- Cats - \$85 each
- Pregnant cats or females with any number of nursing kittens - \$160 total

\*If a dog or cat is brought in with puppies or kittens and they are weaned, you will be charged for each animal brought in.

ICHS will inform the municipality by email within 48 hours of intake of an animal. We will provide finder information, where the animal was found, and animal details.

Contact Person: Police Chief

Email: policechief@dodgevillewi.gov

Phone Number: 608-935-3238

Please check the appropriate box below if you would like prior authorization from your municipality, prior to the intake of a stray/abandoned cat or dog. The finder of the stray/abandoned animal will be given this contact information. We will not accept the animal without verbal authorization, **directly to ICHS, from the contact given below.**

We would like prior authorization for the intake of a stray/abandoned cat.

We would like prior authorization for the intake of a stray/abandoned dog.

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Please check the box below if you **will not** be contracting with us for the 2025 calendar year, and provide the contact information should we be called about a stray/abandoned cat or dog in your municipality. This information will be given to the finder of the animal.

We will provide our own stray animal services for **cats** and will not contract with the Iowa County Humane Society for the 2025 calendar year.

We will provide our own stray animal services for **dogs** and will not contract with the Iowa County Humane Society for the 2025 calendar year.

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Barry N. Hottmann  
Name of Municipality Representative

\_\_\_\_\_  
Signature of Municipality Representative

\_\_\_\_\_  
Date

Iowa County Humane Society  
305 Hwy. YZ, PO Box 195 Dodgeville, WI. 53533  
(608) 935-1381 Fax (608) 935-2884  
e-mail: office@ichs.net website: www.ichs.net

Enclosed please find your 2025 Iowa County Humane Society (ICHS) Stray and Abandoned Animal Services Contract.

Your signed contract authorizes ICHS to provide housing and care for the stray/abandoned dogs and cats found in your municipality for the period of January 1, 2025 to December 31, 2025. **Signed contracts must be received by ICHS no later than December 30th, 2024.**

All municipalities will receive a copy of their monthly billing statements; **via mail**, should we intake a stray from your municipality the prior month. If we do not intake a stray, you will not receive a bill for that month. Strays claimed by the owner during the state mandated stray hold will not be billed to the municipality. The payment term for the billing is 30 days.

If you would like, Myself and Hannah Guenther our Kennel Manager, would be more than happy to come and speak with anyone from your municipality and answer any questions you might have concerning the contract. You can call the shelter, or email me directly, to set up a time. I am also more than happy to discuss questions or concerns via phone or email. As a reminder, if you choose to provide your own shelter for stray cats or dogs, please review the applicable state statutes and provide us with the contact information of the person who will be taking care of this.

Sincerely,



Shanna Gundlach  
Executive Director  
Iowa County Humane Society  
[director@ichs.net](mailto:director@ichs.net)  
608-935-1381

Thank you for your continued support!

**COMMON COUNCIL - CLAIMS REPORT**

Tuesday, November 6, 2024

|                                | <b>AMOUNT</b>               |
|--------------------------------|-----------------------------|
| <b><i>Accounts Payable</i></b> |                             |
| Capital Project Fund           | \$ 248,337.20               |
| American Rescue Plan (ARPA)    | \$ 12,612.12                |
| Affordable Housing Fund        | \$ -                        |
| General Fund                   | \$ 91,041.51                |
| Debt Service Fund              | \$ -                        |
| Water Fund                     | \$ 364,579.88               |
| Sewer Fund                     | \$ 12,352.60                |
| Library Fund                   | \$ 3,084.35                 |
| TID 3 Fund                     | \$ 2,373.00                 |
| <b>TOTAL ACCOUNTS PAYABLE</b>  | <b><u>\$ 734,380.66</u></b> |

|                                    |                             |
|------------------------------------|-----------------------------|
| <b><i>Payroll</i></b>              |                             |
| General Fund (100)                 | \$ 75,350.43                |
| Water Fund (200)                   | \$ 11,829.93                |
| Sewer Fund (300)                   | \$ 8,988.51                 |
| Special Purpose Library Fund (150) | \$ 12,396.85                |
| <b>TOTAL PAYROLL</b>               | <b><u>\$ 108,565.72</u></b> |

|  |                             |
|--|-----------------------------|
| <b>TOTALS BY FUND</b>                  |                             |
| GENERAL (100, 140, 150, 160, 161, 170) | \$ 445,195.46               |
| WATER (200)                            | \$ 376,409.81               |
| SEWER (300)                            | \$ 21,341.11                |
| <b>TOTAL ALL PAYMENTS</b>              | <b><u>\$ 842,946.38</u></b> |



Report Criteria:

Invoices with totals above \$0.00 included.  
 Only paid invoices included.

| Vendor                              | Vendor Name | Invoice Number | Description | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid | Voided |
|-------------------------------------|-------------|----------------|-------------|--------------|--------------------|-------------|-----------|--------|
| <b>GENERAL FUND</b>                 |             |                |             |              |                    |             |           |        |
| Total GENERAL FUND:                 |             |                |             |              | 91,041.51          | 91,041.51   |           |        |
| <b>SPECIAL PURPOSE LIBRARY FUND</b> |             |                |             |              |                    |             |           |        |
| Total SPECIAL PURPOSE LIBRARY FUND: |             |                |             |              | 3,084.35           | 3,084.35    |           |        |
| <b>CAPITAL PROJECT FUND</b>         |             |                |             |              |                    |             |           |        |
| Total CAPITAL PROJECT FUND:         |             |                |             |              | 248,337.20         | 248,337.20  |           |        |
| <b>AMERICAN RESCUE PLAN ACT</b>     |             |                |             |              |                    |             |           |        |
| Total AMERICAN RESCUE PLAN ACT:     |             |                |             |              | 12,612.12          | 12,612.12   |           |        |
| <b>WATER</b>                        |             |                |             |              |                    |             |           |        |
| Total WATER:                        |             |                |             |              | 364,368.89         | 364,368.89  |           |        |
| <b>SEWER</b>                        |             |                |             |              |                    |             |           |        |
| Total SEWER:                        |             |                |             |              | 12,352.60          | 12,352.60   |           |        |
| <b>TIF 3</b>                        |             |                |             |              |                    |             |           |        |
| Total TIF 3:                        |             |                |             |              | 2,373.00           | 2,373.00    |           |        |
| Total :                             |             |                |             |              | 210.99             | 210.99      |           |        |
| Grand Totals:                       |             |                |             |              | 734,380.66         | 734,380.66  |           |        |

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| Vendor | Vendor Name | Invoice Number | Description | Invoice Date | Net<br>Invoice Amount | Amount Paid | Date Paid | Voided |
|--------|-------------|----------------|-------------|--------------|-----------------------|-------------|-----------|--------|
|--------|-------------|----------------|-------------|--------------|-----------------------|-------------|-----------|--------|

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Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

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Clerk/Treasurer: \_\_\_\_\_

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Report Criteria:

Invoices with totals above \$0.00 included.

Only paid invoices included.

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Report Criteria:

Report type: Summary

Check.Type = {<->} "Adjustment"

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee                                    | Check GL Account  | Amount     |
|-----------|------------------|--------------|---------------|--|-------------------|------------|
| 11/24     | 11/06/2024       | 1044         | 468           | J & R SUPPLY INC                         | 161-21000-000-000 | 6,539.44   |
| 11/24     | 11/06/2024       | 1045         | 1046          | USA BLUEBOOK                             | 161-21000-000-000 | 6,072.68   |
| 10/24     | 10/17/2024       | 63295        | 408           | GORDON FLESCH CO INC                     | 100-21000-000-000 | 188.28     |
| 10/24     | 10/17/2024       | 63296        | 463           | Iowa County Treasurer                    | 100-21000-000-000 | 1,690.20   |
| 10/24     | 10/17/2024       | 63297        | 879           | SECURIAN FINANCIAL GROUP INC             | 100-21000-000-000 | 708.42     |
| 10/24     | 10/17/2024       | 63298        | 1098          | WI Department of Revenue - Sales Tax     | 100-21000-000-000 | 894.38     |
| 10/24     | 10/22/2024       | 63299        | 2049          | Central Asian Productivity Research Cent | 100-21000-000-000 | 500.00     |
| 10/24     | 10/25/2024       | 63300        | 2051          | Austin & Trisha Kuzmic                   | 999-21000-000-000 | 115.19     |
| 10/24     | 10/28/2024       | 63301        | 89            | BAKER & TAYLOR LLC                       | 150-21000-000-000 | 1,486.78   |
| 10/24     | 10/28/2024       | 63302        | 161           | CAROL MURPHY                             | 150-21000-000-000 | 142.28     |
| 10/24     | 10/28/2024       | 63303        | 2050          | Feet Wet LLC                             | 150-21000-000-000 | 108.48     |
| 10/24     | 10/28/2024       | 63304        | 1328          | GFC Leasing WI                           | 150-21000-000-000 | 243.85     |
| 10/24     | 10/28/2024       | 63305        | 1912          | Portzen Construction Inc                 | 200-21000-000-000 | 284,626.71 |
| 10/24     | 10/28/2024       | 63306        | 1910          | Tracey Lee Roberts                       | 150-21000-000-000 | 276.00     |
| 10/24     | 10/31/2024       | 63310        | 2052          | ADF Investments LLC                      | 999-21000-000-000 | 95.80      |
| 11/24     | 11/04/2024       | 63311        | 1585          | RED ROOM INC                             | 100-21000-000-000 | 324.00     |
| 11/24     | 11/06/2024       | 63312        | 1299          | ABT MAILCOM                              | 200-21000-000-000 | 1,812.20   |
| 11/24     | 11/06/2024       | 63313        | 13            | ADP INC                                  | 100-21000-000-000 | 315.90     |
| 11/24     | 11/06/2024       | 63314        | 1509          | AEROCLAVE LLC                            | 100-21000-000-000 | 420.00     |
| 11/24     | 11/06/2024       | 63315        | 36            | AMAZON CAPITAL SERVICES                  | 100-21000-000-000 | 45.84      |
| 11/24     | 11/06/2024       | 63316        | 1596          | ASSOCIATED APPRAISAL CONSULTANTS INC.    | 100-21000-000-000 | 1,513.66   |
| 11/24     | 11/06/2024       | 63317        | 1538          | AT&T MOBILITY                            | 100-21000-000-000 | 1,111.04   |
| 11/24     | 11/06/2024       | 63318        | 1671          | AUTO VALUE DODGEVILLE                    | 100-21000-000-000 | 114.61     |
| 11/24     | 11/06/2024       | 63319        | 85            | BADGER WELDING SUPPLIES INC              | 100-21000-000-000 | 605.24     |
| 11/24     | 11/06/2024       | 63320        | 87            | BAER INSURANCE INC                       | 100-21000-000-000 | 40,525.00  |
| 11/24     | 11/06/2024       | 63321        | 1948          | Belco Vehicle Solutions                  | 100-21000-000-000 | 260.00     |
| 11/24     | 11/06/2024       | 63322        | 1776          | Blain's Farm & Fleet                     | 300-21000-000-000 | 1,222.78   |
| 11/24     | 11/06/2024       | 63323        | 120           | BOARDMAN & CLARK LLP                     | 100-21000-000-000 | 3,299.00   |
| 11/24     | 11/06/2024       | 63324        | 128           | BOUND TREE MEDICAL LLC                   | 100-21000-000-000 | 1,540.10   |
| 11/24     | 11/06/2024       | 63325        | 1254          | BROOKS TRACTOR INC                       | 100-21000-000-000 | 172.82     |
| 11/24     | 11/06/2024       | 63326        | 1645          | CAPITAL ONE (WALMART)                    | 100-21000-000-000 | 578.89     |
| 11/24     | 11/06/2024       | 63327        | 188           | CINTAS CORPORATION #446                  | 100-21000-000-000 | 79.28      |
| 11/24     | 11/06/2024       | 63328        | 313           | DOUBLE D SERVICES INC                    | 100-21000-000-000 | 728.45     |
| 11/24     | 11/06/2024       | 63329        | 371           | FIRE SAFETY USA INC                      | 100-21000-000-000 | 2,253.90   |
| 11/24     | 11/06/2024       | 63330        | 1772          | Fire Service Inc                         | 100-21000-000-000 | 857.15     |
| 11/24     | 11/06/2024       | 63331        | 1328          | GFC Leasing WI                           | 200-21000-000-000 | 459.10     |
| 11/24     | 11/06/2024       | 63332        | 406           | GLOBALSTAR USA                           | 100-21000-000-000 | 4,771.04   |
| 11/24     | 11/06/2024       | 63333        | 408           | GORDON FLESCH CO INC                     | 100-21000-000-000 | 37.05      |
| 11/24     | 11/06/2024       | 63334        | 435           | HAWKINS INC                              | 200-21000-000-000 | 1,266.01   |
| 11/24     | 11/06/2024       | 63335        | 440           | HENNESSEY IMPLEMENT INC                  | 100-21000-000-000 | 22.29      |
| 11/24     | 11/06/2024       | 63336        | 466           | IVERSON CONSTRUCTION                     | 100-21000-000-000 | 5,931.16   |
| 11/24     | 11/06/2024       | 63337        | 468           | J & R SUPPLY INC                         | 200-21000-000-000 | 4,385.00   |
| 11/24     | 11/06/2024       | 63338        | 491           | JEFFERSON FIRE & SAFETY INC              | 100-21000-000-000 | 1,697.44   |
| 11/24     | 11/06/2024       | 63339        | 1848          | Joseph Pepper                            | 100-21000-000-000 | 20.00      |
| 11/24     | 11/06/2024       | 63340        | 629           | MADISON TRUCK EQUIPMENT INC              | 100-21000-000-000 | 102.54     |
| 11/24     | 11/06/2024       | 63341        | 1767          | MC Property Service                      | 100-21000-000-000 | 120.00     |
| 11/24     | 11/06/2024       | 63342        | 668           | MHTC-MH                                  | 150-21000-000-000 | 1,778.87   |
| 11/24     | 11/06/2024       | 63343        | 1913          | Midwest Alarm Services                   | 100-21000-000-000 | 690.98     |
| 11/24     | 11/06/2024       | 63344        | 704           | MONROE TRUCK EQUIPMENT INC               | 100-21000-000-000 | 1,138.27   |
| 11/24     | 11/06/2024       | 63345        | 713           | MUELLER IMPLEMENT INC                    | 100-21000-000-000 | 133.90     |
| 11/24     | 11/06/2024       | 63346        | 746           | OREILLY AUTO PARTS                       | 200-21000-000-000 | 537.26     |
| 11/24     | 11/06/2024       | 63347        | 783           | POMASL FIRE EQUIPMENT INC                | 100-21000-000-000 | 220.00     |
| 11/24     | 11/06/2024       | 63348        | 790           | Premium Waters                           | 100-21000-000-000 | 25.99      |

M = Manual Check, V = Void Check

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                                  | Check GL Account  | Amount     |
|---------------|------------------|--------------|---------------|--|-------------------|------------|
| 11/24         | 11/06/2024       | 63349        | 833           | Ridgeway Lumber                        | 300-21000-000-000 | 360.25     |
| 11/24         | 11/06/2024       | 63350        | 835           | RITCHIE IMPLEMENT INC                  | 100-21000-000-000 | 237.22     |
| 11/24         | 11/06/2024       | 63351        | 1575          | Rugged Depot                           | 100-21000-000-000 | 1,402.54   |
| 11/24         | 11/06/2024       | 63352        | 851           | RULE CONSTRUCTION LTD                  | 200-21000-000-000 | 58,832.60  |
| 11/24         | 11/06/2024       | 63353        | 903           | Sloan Implement                        | 100-21000-000-000 | 51.41      |
| 11/24         | 11/06/2024       | 63354        | 926           | STAPLES ADVANTAGE                      | 200-21000-000-000 | 73.34      |
| 11/24         | 11/06/2024       | 63355        | 1393          | TC NETWORKS INC                        | 100-21000-000-000 | 3,120.00   |
| 11/24         | 11/06/2024       | 63356        | 2000          | Teamsters Local Union No 120           | 100-21000-000-000 | 729.00     |
| 11/24         | 11/06/2024       | 63357        | 987           | THE SHOE BOX LTD                       | 100-21000-000-000 | 135.00     |
| 11/24         | 11/06/2024       | 63358        | 1015          | TOP PACK DEFENSE LLC                   | 100-21000-000-000 | 493.36     |
| 11/24         | 11/06/2024       | 63359        | 1018          | TOWN & COUNTRY ENGINEERING INC         | 200-21000-000-000 | 8,596.25   |
| 11/24         | 11/06/2024       | 63360        | 1021          | TRANSCENDENT TECHNOLOGIES              | 100-21000-000-000 | 1,014.00   |
| 11/24         | 11/06/2024       | 63361        | 1881          | True North Consultants Inc             | 100-21000-000-000 | 1,425.00   |
| 11/24         | 11/06/2024       | 63362        | 1040          | UPLAND HILLS HEALTH INC                | 100-21000-000-000 | 456.92     |
| 11/24         | 11/06/2024       | 63363        | 1046          | USA BLUEBOOK                           | 300-21000-000-000 | 1,584.65   |
| 11/24         | 11/06/2024       | 63364        | 1378          | VIERBICHER ASSOCIATES                  | 430-21000-000-000 | 2,350.00   |
| 11/24         | 11/06/2024       | 63365        | 1120          | WI Department of Revenue               | 100-21000-000-000 | 232.74     |
| 11/24         | 11/06/2024       | 63366        | 1109          | WIL-KIL                                | 100-21000-000-000 | 49.52      |
| 11/24         | 11/06/2024       | 63367        | 1119          | WISCONSIN DEPT OF JUSTICE-TIME         | 100-21000-000-000 | 320.25     |
| 11/24         | 11/06/2024       | 63368        | 1144          | ZARNOTH BRUSH WORKS INC                | 100-21000-000-000 | 846.00     |
| 11/24         | 11/06/2024       | 63369        | 466           | IVERSON CONSTRUCTION                   | 160-21000-000-000 | 31,207.32  |
| 11/24         | 11/06/2024       | 63370        | 532           | K & L BOBCAT INC                       | 160-21000-000-000 | 14,330.00  |
| 11/24         | 11/06/2024       | 63371        | 712           | MUELLER GRAPHICS                       | 160-21000-000-000 | 1,560.00   |
| 11/24         | 11/06/2024       | 63372        | 851           | RULE CONSTRUCTION LTD                  | 160-21000-000-000 | 176,631.05 |
| 11/24         | 11/06/2024       | 63373        | 1378          | VIERBICHER ASSOCIATES                  | 160-21000-000-000 | 22,825.00  |
| 10/24         | 10/24/2024       | 700077       | 1397          | DEERE CREDIT INC                       | 160-21000-000-000 | 1,783.83   |
| 11/24         | 11/04/2024       | 700078       | 1975          | Zift Systems                           | 200-21000-000-000 | 2.50       |
| 11/24         | 11/06/2024       | 700079       | 34            | ALLIANT ENERGY/WP&L (UTILITY PAYMENTS) | 100-21000-000-000 | 18,925.66  |
| Grand Totals: |                  |              |               |  |                   | 734,380.66 |

Summary by General Ledger Account Number

| GL Account        | Debit     | Credit     | Proof      |
|-------------------|-----------|------------|------------|
| 100-21000-000-000 | 38.97     | 91,080.48- | 91,041.51- |
| 100-21550-000-000 | 729.00    | .00        | 729.00     |
| 100-21552-000-000 | 708.42    | .00        | 708.42     |
| 100-24213-000-000 | 822.16    | .00        | 822.16     |
| 100-24214-000-000 | 82.22     | .00        | 82.22      |
| 100-48000-000-000 | .00       | 10.00-     | 10.00-     |
| 100-51300-000-000 | 42.37     | .00        | 42.37      |
| 100-51410-390-000 | 46.62     | .00        | 46.62      |
| 100-51440-310-000 | 71.73     | .00        | 71.73      |
| 100-51440-326-000 | 324.00    | .00        | 324.00     |
| 100-51440-390-000 | 4.98      | .00        | 4.98       |
| 100-51530-210-000 | 1,513.66  | .00        | 1,513.66   |
| 100-51530-210-100 | 232.74    | .00        | 232.74     |
| 100-51600-340-000 | 225.16    | .00        | 225.16     |
| 100-51710-222-000 | 767.86    | .00        | 767.86     |
| 100-51710-224-000 | 263.96    | .00        | 263.96     |
| 100-51710-240-000 | 2,369.90  | .00        | 2,369.90   |
| 100-51710-310-000 | 171.30    | .00        | 171.30     |
| 100-51710-390-000 | 24.92     | .00        | 24.92      |
| 100-51930-000-000 | 11,612.20 | .00        | 11,612.20  |

M = Manual Check, V = Void Check

| GL Account        | Debit     | Credit      | Proof       |
|-------------------|-----------|-------------|-------------|
| 100-52100-180-000 | 493.36    | .00         | 493.36      |
| 100-52100-210-000 | 2,049.09  | .00         | 2,049.09    |
| 100-52100-222-000 | 344.54    | .00         | 344.54      |
| 100-52100-224-000 | 589.62    | .00         | 589.62      |
| 100-52100-240-000 | 520.00    | .00         | 520.00      |
| 100-52100-312-000 | 37.05     | .00         | 37.05       |
| 100-52100-400-000 | 260.00    | .00         | 260.00      |
| 100-52100-510-000 | 11,363.77 | .00         | 11,363.77   |
| 100-52150-230-000 | 20.00     | .00         | 20.00       |
| 100-52200-222-000 | 433.15    | .00         | 433.15      |
| 100-52200-224-000 | 145.85    | .00         | 145.85      |
| 100-52200-340-000 | 2,185.89  | 28.97-      | 2,156.92    |
| 100-52200-500-000 | 592.57    | .00         | 592.57      |
| 100-52200-510-000 | 5,987.36  | .00         | 5,987.36    |
| 100-52200-620-000 | 1,450.00  | .00         | 1,450.00    |
| 100-52300-175-000 | 857.15    | .00         | 857.15      |
| 100-52300-210-000 | 6,138.55  | .00         | 6,138.55    |
| 100-52300-222-000 | 446.30    | .00         | 446.30      |
| 100-52300-224-000 | 746.93    | .00         | 746.93      |
| 100-52300-345-000 | 2,174.66  | .00         | 2,174.66    |
| 100-52300-400-000 | 220.00    | .00         | 220.00      |
| 100-52300-500-000 | 1,402.54  | .00         | 1,402.54    |
| 100-52300-510-000 | 5,387.27  | .00         | 5,387.27    |
| 100-52300-720-000 | 559.36    | .00         | 559.36      |
| 100-52400-224-000 | 45.87     | .00         | 45.87       |
| 100-53100-300-000 | 88.01     | .00         | 88.01       |
| 100-53230-390-000 | 1,079.18  | .00         | 1,079.18    |
| 100-53240-390-000 | 6,724.18  | .00         | 6,724.18    |
| 100-53415-390-000 | 210.65    | .00         | 210.65      |
| 100-53420-390-000 | 4,211.12  | .00         | 4,211.12    |
| 100-54910-222-000 | 88.03     | .00         | 88.03       |
| 100-54910-224-000 | 64.99     | .00         | 64.99       |
| 100-54910-340-000 | 27.77     | .00         | 27.77       |
| 100-55200-222-000 | 1,113.71  | .00         | 1,113.71    |
| 100-55200-224-000 | 107.08    | .00         | 107.08      |
| 100-55200-400-000 | 853.45    | .00         | 853.45      |
| 100-55200-600-000 | 599.56    | .00         | 599.56      |
| 100-55300-200-000 | 37.66     | .00         | 37.66       |
| 100-55300-300-000 | 53.69     | .00         | 53.69       |
| 100-55300-600-000 | 2.97      | .00         | 2.97        |
| 100-55310-000-000 | 96.53     | .00         | 96.53       |
| 100-55420-300-000 | 15.75     | .00         | 15.75       |
| 100-55420-310-000 | 109.91    | .00         | 109.91      |
| 100-56600-210-000 | 7,356.16  | .00         | 7,356.16    |
| 100-56700-210-000 | 3,776.00  | .00         | 3,776.00    |
| 150-21000-000-000 | .00       | 3,084.35-   | 3,084.35-   |
| 150-55115-221-000 | 283.16    | .00         | 283.16      |
| 150-55115-223-000 | 85.85     | .00         | 85.85       |
| 150-55115-224-000 | 243.85    | .00         | 243.85      |
| 150-55115-300-000 | 36.21     | .00         | 36.21       |
| 150-55115-321-000 | 1,495.90  | .00         | 1,495.90    |
| 150-55115-323-000 | 99.36     | .00         | 99.36       |
| 150-55115-361-000 | 142.28    | .00         | 142.28      |
| 150-55115-371-000 | 276.00    | .00         | 276.00      |
| 150-55115-394-000 | 69.99     | .00         | 69.99       |
| 150-55115-510-000 | 351.75    | .00         | 351.75      |
| 160-21000-000-000 | .00       | 248,337.20- | 248,337.20- |

M = Manual Check, V = Void Check

| GL Account        | Debit             | Credit             | Proof       |
|-------------------|-------------------|--------------------|-------------|
| 160-57210-000-000 | 1,560.00          | .00                | 1,560.00    |
| 160-57300-000-000 | 14,330.00         | .00                | 14,330.00   |
| 160-57330-000-000 | 155,949.05        | .00                | 155,949.05  |
| 160-57501-000-000 | 74,714.32         | .00                | 74,714.32   |
| 160-58100-000-000 | 1,783.83          | .00                | 1,783.83    |
| 161-21000-000-000 | .00               | 12,612.12-         | 12,612.12-  |
| 161-51710-000-000 | 12,612.12         | .00                | 12,612.12   |
| 200-18116-000-397 | 284,626.71        | .00                | 284,626.71  |
| 200-21000-000-000 | .00               | 364,368.89-        | 364,368.89- |
| 200-53700-622-000 | 6,636.23          | .00                | 6,636.23    |
| 200-53700-623-000 | 389.69            | .00                | 389.69      |
| 200-53700-631-000 | 1,266.01          | .00                | 1,266.01    |
| 200-53700-641-000 | 789.56            | .00                | 789.56      |
| 200-53700-651-000 | 58,832.60         | .00                | 58,832.60   |
| 200-53700-660-000 | 74.86             | .00                | 74.86       |
| 200-53700-680-100 | 906.10            | .00                | 906.10      |
| 200-53700-681-000 | 358.76            | .00                | 358.76      |
| 200-53700-682-000 | 9,116.25          | .00                | 9,116.25    |
| 200-53700-684-000 | 1,369.62          | .00                | 1,369.62    |
| 200-53700-689-000 | 2.50              | .00                | 2.50        |
| 300-21000-000-000 | .00               | 12,352.60-         | 12,352.60-  |
| 300-53600-000-821 | 3,941.51          | .00                | 3,941.51    |
| 300-53600-000-827 | 41.61             | .00                | 41.61       |
| 300-53600-000-834 | 2,132.85          | .00                | 2,132.85    |
| 300-53600-000-840 | 906.10            | .00                | 906.10      |
| 300-53600-000-851 | 357.50            | .00                | 357.50      |
| 300-53600-000-852 | 520.00            | .00                | 520.00      |
| 300-53600-000-853 | 4,453.03          | .00                | 4,453.03    |
| 430-21000-000-000 | .00               | 2,373.00-          | 2,373.00-   |
| 430-56710-000-000 | 2,373.00          | .00                | 2,373.00    |
| 999-10005-000-000 | 210.99            | .00                | 210.99      |
| 999-21000-000-000 | .00               | 210.99-            | 210.99-     |
| Grand Totals:     | <u>734,458.60</u> | <u>734,458.60-</u> | <u>.00</u>  |

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

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City Recorder: \_\_\_\_\_

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| GL Account | Debit | Credit | Proof |
|------------|-------|--------|-------|
|------------|-------|--------|-------|

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Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

---

| GL Account        | Debit     | Credit | GL Account        | Debit      | Credit      |
|-------------------|-----------|--------|-------------------|------------|-------------|
| 100-54910-110-000 | 2,042.32  | .00    | 100-55200-110-000 | 4,946.45   | .00         |
| 150-55115-110-000 | 12,396.85 | .00    | 200-53700-600-000 | 396.63     | .00         |
| 200-53700-630-000 | 913.45    | .00    | 200-53700-640-000 | 2,700.68   | .00         |
| 200-53700-651-000 | 2,923.32  | .00    | 200-53700-652-000 | 828.18     | .00         |
| 200-53700-654-000 | 66.78     | .00    | 200-53700-680-000 | 3,055.68   | .00         |
| 200-53700-680-100 | 945.21    | .00    | 300-18212-000-313 | 319.26     | .00         |
| 300-53600-000-831 | 730.98    | .00    | 300-53600-000-832 | 256.13     | .00         |
| 300-53600-000-834 | 4,108.63  | .00    | 300-53600-000-840 | 1,820.88   | .00         |
| 300-53600-000-850 | 1,752.63  | .00    | 999-10001-000-000 | .00        | 71,026.16-  |
|                   |           |        | Totals:           | 108,565.72 | 108,565.72- |
|                   |           |        |                   | 108,565.72 | 108,565.72- |

10/27/2024 Fund Summary

| Fund | Debit     | Credit     | Fund | Debit     | Credit     | Fund    | Debit      | Credit      |
|------|-----------|------------|------|-----------|------------|---------|------------|-------------|
| 100  | 75,350.43 | 37,539.56- | 150  | 12,396.85 | .00        | 200     | 11,829.93  | .00         |
| 300  | 8,988.51  | .00        | 999  | .00       | 71,026.16- |         |            |             |
|      |           |            |      |           |            | Totals: | 108,565.72 | 108,565.72- |
|      |           |            |      |           |            |         | 108,565.72 | 108,565.72- |



# DODGEVILLE POLICE DEPARTMENT

Section IV. Item #6.

111 W. Merrimac  
Dodgeville, WI 53533

Telephone: 608-935-3238  
Fax: 608-935-9655

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Chief of Police Brandon Wilhelm

TO: Dodgeville City Common Council

FROM: Chief Brandon Wilhelm

RE: October 2024 Chief of Police Report (November 6<sup>th</sup>, Council Meeting)

-October 2024 Calls for Service. 348 Calls for Service as of 10-31-2024. This appears to be a 7 percent increase from October of 2023 but data may be skewed due to multiple RMS systems active.

-Calls for service will now be reflected via the new report management system (Central Square) and Iowa County Sheriff's Office records. This may alter/skew comparison data for a brief period of time. A breakdown of calls will be available again once we are fully transitioned to the new system.

-Trick or Treating

-Holiday Parade

-Central Square training and incorporation

-Interview Room

-Election

-PFC 3<sup>rd</sup> Quarter Report Attached

-Questions?

# DODGEVILLE POLICE DEPARTMENT

Section IV. Item #6.

111 W. Merrimac  
Dodgeville, WI 53533

Telephone: 608-935-3238  
Fax: 608-935-9655

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Chief of Police Brandon Wilhelm

TO: Dodgeville Police and Fire Commission  
FROM: Chief Brandon Wilhelm  
RE: Third Quarter Report October 2024  
DATE: October 21<sup>st</sup>, 2024

**Dear Mayor and PFC Members,**

This document represents the 3<sup>rd</sup> quarter report for 2024 for the Dodgeville Police Department. The 4<sup>th</sup> quarter report will contain a summary of statistics for 2024 as well as the annual report.

**Activities-**

-We are continuing work on the implementation of our new reporting system (Central Square/Zuercher). Training for Admin personnel will be held October 29<sup>th</sup> through 31<sup>st</sup> to familiarize the Dept. with the processes utilized.

-Mobile displays have been placed into squad cars allowing Officers to see calls for service immediately as well as details of calls. This has been well-received by Officers and appears to greatly increase efficiency and safety throughout their shifts.

-We have done some redecorating and organization at the Police Department over the past few months. Feel free to stop by and check out some of the old photos of Officers as well as the new ones. We also have obtained approval from City Council for the construction of the interview room in the upstairs area at the Police Department which will be ADA accessible and increase security when conducting interviews at the Department.

-Throughout 2024 Officers were assigned to specific wards in the City and were responsible for checking businesses and residences regarding ordinance violations. Approximately 70 letters were sent out to various businesses/residences for compliance. Overall, we noticed that almost all residences alleviated their identified issues. We are still working with some to come into compliance.

- I have been working with the Ordinance committee to update and address multiple ordinances that required language changes. Specifically, this included regulating food trucks, creating a special-events permit, reevaluating our licensing for alcohol and pets, and updating our

*"To protect and serve, in partnership with our community, through integrity and compassion."*

# DODGEVILLE POLICE DEPARTMENT

Section IV. Item #6.

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Chief of Police Brandon Wilhelm

archery ordinance. Throughout winter we will begin addressing remaining ordinances, especially the burning ordinance.

-The Council has also approved the purchase of new squad rifles to upgrade our existing rifles and to allow for additional rifles in large-scale incidents.

-Stop Sticks (Spike Strips) have been obtained and placed into each of the squad cars. We previously did not have Stop Sticks. This allows us the ability to potentially end a pursuit that may be entering our jurisdiction before that incident causing a problem within the City of Dodgeville.

- We have updated our City-wide camera system with new software that allows the cameras to be immediately accessed via the use of the cell phones which are in the squads. This system also cost considerably less than the previous system.

- Via a donation from a citizen, we were able to place LIFE-Vacs into each of the squad cars which can be used when responding to a person choking.

- Our first 2025 Squad has arrived and is currently being upfitted. Our next squad will arrive within the next few months. We will then sell our oldest squad which will still provide us with one extra squad car (four total). This will help in those instances where a squad is broken down, we have multiple officers on, there is a special event, or we have difficulty in the future acquiring a new squad. The oldest squad will also primarily be used for the School Resource Officer and to transport Charlie.

## **Training-**

-All Officers took part in at least one Rescue Task Force training in September and/or October which relates to assisting EMS during a mass casualty incident. Most Officers took part in at least two of these trainings to provide for additional repetitions. All officers also attended the large-scale training incident on October 3<sup>rd</sup> at Health and Human Services. A memo from an involved Officer is attached.

## **Personnel-**

-Lt. Benjamin Conway has been busy investigating incidents and helping with administrative duties. He is doing a phenomenal job.

-Mandi Andrews has completed her field training and is on her own as of October 16<sup>th</sup>. She too is doing a great job.

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# DODGEVILLE POLICE DEPARTMENT

Section IV. Item #6.

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Chief of Police Brandon Wilhelm

-Garrett Faull has completed his probationary period and has been a valuable asset already to the Department assisting with field training, the Drone program and ERT.

- We currently have eight full-time Officers, a Sgt. Lt. and a Chief, as well as two part-time administrative professionals. As I noted at the second quarter meeting- A 2020 Study from the US Department of Justice states that the average number of Officers per 1000 people in a town less than 10,000 population, is 2.8 officers. We would need 14 Officers to meet that threshold. At the October 15<sup>th</sup> Council meeting, the City Council approved the 2025 budget in which I included a \$100,000 request for an additional officer. I believe that within the agenda there will be an item to approve this position. I can speak more to this position at that time if needed.

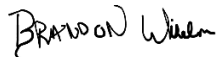
## **Calls for Service-**

- Due to a transition to the new CAD with Iowa County, statistics may be slightly skewed as Officers are no longer using the old system in some instances. We currently have 2580 calls for service for the year. Last year at this time we had 2816. Because of the transition to the new system we are likely right at the same pace of calls for service as many were entered into the new system. For the annual report, attempts will be made to correctly determine the 2024 final statistics.

## **Remaining 2024 Goals-**

- Update the department Website with information and updated forms
- Review and update all Dept. Contracts including Officer Wellness Programs
- Work with the Union during negotiations to determine a retainment incentive

Respectfully



Chief Brandon Wilhelm



# Wisconsin's Great Outdoors Campaign

## Wisconsin Great Outdoors Campaign:

In 2024, Dodgeville committed \$5000 to the WI Great Outdoors campaign. The package included 100,000 commercials on OTT (streaming video). Here's what you received:

- ❑ **OTT:** 117,000 commercials aired on OTT throughout the year.
  - ❑ Over 98% of your commercials were watched from beginning to end.
  - ❑ 100% of your commercials were viewed on a Connected TV.
  - ❑ Top Publishers include Roku, Samsung, Direct TV, Warner Bros, Tubi, Philo, AMC, A&E.
  
- ❑ **TV:** 62 \$0 commercials ran on FOX47 TV in various programs
  - ❑ Fox 47 news at 9, National Desk News, Modern Family and more
  
- ❑ **Web:** Dodgeville had 6 posts on the Great Outdoors online page.
  - ❑ Total views of Dodgeville posts: 2,693 views
  - ❑ The top posts were Dodgeville Camping and Dodgeville Cross Country Skiing.
  - ❑ Followed by Ice Fishing and Ice Cliffs.
  
- ❑ **Creatives:** we produced 4 Great Outdoors Spotlights.
  - ❑ Winter Recreation, Golf, Camping and American Players Theatre.

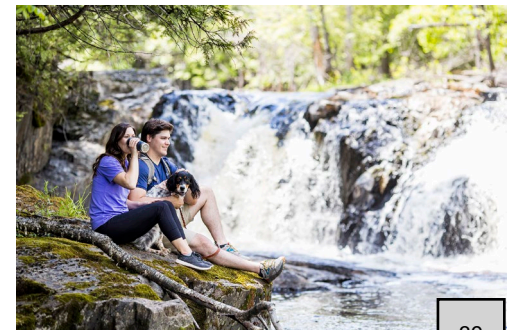
Let's build on our momentum and keep the campaign going in 2025!

## Wisconsin Great Outdoors Campaign:

Fox 47 wants to spotlight some of the best outdoor destinations, communities, resorts and activities in Wisconsin.

- Best places to Bike
- Best places to Hike
- Best places to Kayak
- Best place for Camping
- Best places for Exploring
- Best places for Fishing Trips
- Best places for Golf
- Best places for Family Vacations
- Best places for Boating
- Best places for Outdoor Adventures

We want to encourage our viewers to get out and explore the Wisconsin Great Outdoors throughout the year!



# Wisconsin Great Outdoors Campaign

Here's how the campaign will work.

- **CAMPAIGN:** This campaign will run for 5 months (any months).
- **SPOTLIGHT:** Fox 47 will produce a :30 commercial spotlighting outdoor activities in the Dodgeville area.
- **FORMAT:** Each commercial will be formatted like this:
  - 5 second Wisconsin Great Outdoors open
  - 20 second Dodgeville area Spotlight
  - 5 second tag (sponsored by Dodgeville Area Chamber)
- **SPOTLIGHT COMMERCIAL:** Clients will get a copy of the Wisconsin Great Outdoors spotlight to use for social media, website or other marketing.

The Goal of this Wisconsin Great Outdoors spotlight is to drive interest in visiting the Dodgeville area throughout the year.





## Campaign Sponsorship #1: TV, OTT & WEB

- **SPOTLIGHT PROMOS ON TV:** Run 50 commercials per month in various programs (Fox 47 News at 9, Big Bang Theory, Modern Family, etc.)
  - That's at least 250 commercials over the 5-month campaign.
- **SPOTLIGHT PROMOS ON OTT:** Run 20,000 commercials on OTT per month (tv shows, movies and sporting events that stream via devices like Roku, services like Sling or APPs like HGTV).
  - That's 100,000 commercials over the campaign!
  - Commercials are non-skippable.
  - Get your commercials in front of a specific target market:
    - Fisherman or Hunters
    - Outdoors Enthusiasts
- **GREAT OUTDOORS ONLINE:** Your Great Outdoors Spotlight commercial will live on the Wisconsin Great Outdoors page on Fox47.com.
  - You can post about new outdoor activities or events each month.
  - Fox 47 will run promos that drive viewers to the Wisconsin Great Outdoors page throughout the summer.
- **CAMPAIGN REACH:** 1,756,000 impressions with Adults over the campaign.
- **CAMPAIGN INVESTMENT:** \$2,400 per month
  - \$12,000 for 5-month campaign



## Campaign Sponsorship #2: TV & WEB

- **SPOTLIGHT PROMOS ON TV:** Run 50 commercials per month in various programs (Fox 47 News at 9, Big Bang Theory, Modern Family, Family Feud, etc.)
  - That's at least 250 commercials throughout the 5-month campaign.
- **GREAT OUTDOORS ONLINE:** Your Great Outdoors Spotlight commercial will live on the Wisconsin Great Outdoors page on Fox47.com.
  - You can post about new outdoor activities or events each month.
  - Fox 47 will run promos that drive viewers to the Wisconsin Great Outdoors page throughout the summer.
- **CAMPAIGN REACH:** 1,656,000 impressions with Adults over the campaign.
- **CAMPAIGN INVESTMENT:** \$1,500 per month
  - \$7,500 for 5-month campaign



## Campaign Sponsorship #3: OTT & WEB

- **SPOTLIGHT PROMOS ON OTT:** Run 20,000 commercials on OTT per month (tv shows, movies and sporting events that stream via devices like Roku, services like Sling or APPs like HGTV).
  - That's 100,000 commercials over the 5-month campaign!
  - Commercials are **non-skippable**.
  - Get your commercials in front of a specific target market:
    - Parents with kids at home
    - Fisherman or Hunters
    - Outdoors Enthusiasts
- **GREAT OUTDOORS ONLINE:** Your Great Outdoors Spotlight commercial will live on the Wisconsin Great Outdoors page on Fox47.com.
  - You can post about new outdoor activities or events each month.
  - Fox 47 will run promos that drive viewers to the Wisconsin Great Outdoors page throughout the campaign.
- **CAMPAIGN REACH:** 100,000 targeted impressions with Adults over the campaign.
- **CAMPAIGN INVESTMENT:** \$1,000 per month
  - \$5,000 for 5-month campaign



## Campaign Sponsorship #4: OTT & WEB

- **SPOTLIGHT PROMOS ON OTT:** Run 20,000 commercials on OTT per month (tv shows, movies and sporting events that stream via devices like Roku, services like Sling or APPs like HGTV).
  - That's 160,000 commercials over the 8-month campaign!
  - Commercials are **non-skippable**.
  - Get your commercials in front of a specific target market:
    - Parents with kids at home
    - Fisherman or Hunters
    - Outdoors Enthusiasts
- **GREAT OUTDOORS ONLINE:** Your Great Outdoors Spotlight commercial will live on the Wisconsin Great Outdoors page on Fox47.com.
  - You can post about new outdoor activities or events each month.
  - Fox 47 will run promos that drive viewers to the Wisconsin Great Outdoors page throughout the campaign.
- **CAMPAIGN REACH:** 160,000 targeted impressions with Adults over the campaign.
- **CAMPAIGN INVESTMENT:** \$1,000 per month
  - \$8,000 for 8-month campaign



## ADVERTISING AGREEMENT:

CLIENT: Dodgeville Area Chamber of Commerce

CONTACT: Jenna Vondra

- \_\_\_ Great Outdoors Campaign Sponsorship #1: \$2,400 per month/\$12,000 total for 5 months)
- \_\_\_ Great Outdoors Campaign Sponsorship #2: \$1,500 per month/\$7,500 total for 5 months)
- \_\_\_ Great Outdoors Campaign Sponsorship #3: \$1,000 per month/\$5,000 total for 5 months)
- \_\_\_ Great Outdoors Campaign Sponsorship #4: \$1,000 per month/\$8,000 total for 8-months)

**Notes:** Production of WI Great Outdoors spotlight commercial is included.

---

CLIENT SIGNATURE

DATE

## **CITY OF DODGEVILLE PURCHASING POLICY**

### **I. GENERAL PROVISIONS**

#### **A. PURPOSE**

The purpose of this policy is to provide for the fair and equitable treatment of all persons involved in public purchasing by the City of Dodgeville, to maximize the purchasing value of public funds in procurement, and to provide safeguards for maintaining a procurement system of quality and integrity.

#### **B. OBJECTIVES**

The objectives of the City's purchasing policy are:

1. To ensure that materials, equipment, and services are purchased at the lowest prices consistent with quality and performance;
2. To provide adequate controls over City expenditures and financial commitments with proper documentation;
3. To obtain quality goods required by City departments and to ensure that these goods are at the place and time needed, and,
4. To provide a standardized system of purchasing for use by all City departments.

#### **C. APPLICATION**

This policy applies to all procurements of supplies, services, and construction, entered into by the City of Dodgeville after the effective date of this policy. It shall apply to every expenditure of public funds by a City employee for City purchasing irrespective of the source of the funds. When the procurement involves the expenditure of federal assistance or contract funds, the procurement shall be conducted in accordance with any mandatory applicable federal law and regulations. Nothing in this policy shall prevent any City employee from complying with the terms and conditions of any grant, gift, or bequest that is otherwise consistent with law.

#### **D. VENDOR DISCOUNTS**

It is the policy of the City of Dodgeville to take advantage of all available vendor/trade discounts and government pricing.

#### **E. CENTRAL PURCHASING**

Many of the items purchased by the City are commonly used by all or several departments. By consolidating the needs of all departments, the City can take advantage of price discounts for large quantity orders of these items.

**F. EMPLOYEE CONFLICT OF INTEREST.**

It shall be unethical for any City employee to participate directly in a procurement contract when the City employee knows that:

1. The City employee or any member of the City employee’s immediate family has a financial interest in the procurement contract; or
2. Any other person, business, or organization with whom the City employee or any member of a City employee’s immediate family is negotiating or has an arrangement concerning prospective employment, is involved in the procurement contract.

**G. DISPOSITION OF SURPLUS PROPERTY**

When personal property owned by the City of Dodgeville no longer serves any useful purpose in the department in which it is located the department head shall first determine whether any other City department needs such property.

In the event such property can no longer be used by any department of the City, the City Council shall determine a plan of action for items with the object of obtaining the highest revenue.

**H. STANDARD CONTRACTS**

When the City has standardized the purchasing of a good or service and has issued standard purchase orders or contracts for these goods or services, such goods or services shall be purchased from the agreed upon vendor for the length of the agreement. Exceptions will be made only when the requisition clearly states the reason for which the standard item is unacceptable.

**I. PROCEDURES TO BE FOLLOWED WHENEVER PURCHASES ARE MADE**

**A. PURCHASING AND CONTRACTING LEVELS**

Other than for professional or administrative services as approved by Council under Section II.I. – PROFESSIONAL SERVICES, purchases of and contracts for supplies, materials, equipment, and contractual services shall be based on competitive bids/quotations whenever practical, subject to the following spending guidelines:

**1. PETTY CASH DISBURSEMENTS**

Items purchased having a value that is less than Fifty Dollars (\$50.00) may be paid for from the Petty Cash Fund. The Petty Cash Fund shall be maintained in the Clerk/Treasurer’s Office. Petty Cash Fund may be made up from revenues realized from services such as copying and faxing for the public. All reasonable effort shall be made to maintain the petty cash fund cash on hand at less than two hundred (\$200.00). When such fund exceeds that amount, a receipt will be generated and excess monies deposited into the General Fund balance as miscellaneous revenues.

## **2. PURCHASES LESS THAN \$10,000.00**

City Department Heads are authorized to make purchases having a value less than Ten Thousand Dollars (\$10,000.00) without prior approval, based on the Department Head's best judgment after inquiry as may be necessary to ensure that the price obtained is the most advantageous to the City, providing there is funding in the budget for said purchases. Generally, these types of purchases are for services, materials, supplies and equipment needed for day-to-day operations. For purchases over Three Thousand Dollars (\$3,000.00) quotations shall be obtained from at least two (2) vendors. These quotations must be detailed in writing.

## **3. PURCHASES OF \$10,000.00 BUT LESS THAN \$250,000.00**

Purchases of \$10,000.00 or more but less than \$250,000.00 (other than public works construction projects) requires City Council approval, subject to the requesting Department Head providing at least three written competitive vendor quotes or must be by competitive bid pursuant to a public notice published as a Class 1 notice in the City's official newspaper. Quotes may include email (but not text) communication. All pertinent details of the quotes should be documented in writing. The City Council encourages solicitation of quotes from local vendors. Upon approval, a signed purchase order with pertinent written details is required.

Any department head wishing to purchase an item falling within this price range which was not budgeted for must follow the procedures delineated under Section II.E. – NON-BUDGETED ITEMS.

(Note: All purchases of \$10,000 or more shall be authorized by signed purchase orders that set forth the descriptions, quantities, prices, discounts, payment terms, date of performance or shipment, other associated terms and conditions, and identifies a specific seller. A purchase order is not required for the following budgeted expenditures: debt payments, fuel bills, payroll, postage, refunds, utility bills, and emergency building, equipment, and vehicle repairs)

## **4. PUBLIC WORKS CONSTRUCTION PROJECTS AND NON-CONSTRUCTION PURCHASES OVER \$250,000.00**

In accordance with § 62.15(1), Wis. Stats., all public works construction projects for which the cost is expected to be between \$5,000 and \$25,000 shall be subject to the statutory Class 1 notice publication requirement prior to entering into a contract.

Public works construction projects exceeding \$25,000 and non-construction purchases exceeding \$250,000 will be competitively bid in accordance with Wisconsin State Statutes. Specifications and/or plans and bid documents shall be furnished to all requesting same. Notice of bid taking shall be published pursuant to § 62.15(3), Wis. Stats. The bidding and awarding processes are detailed in § 66.0901, Wis. Stats. All bids along with any staff or committee recommendations shall be submitted to the City Council for approval.



**B. EMERGENCY PURCHASES**

Emergency as used in this policy shall mean a matter which, in the opinion of the person with authority to grant approval, is in the best interests of the City to address and dispose of before a meeting of the applicable committee or of the City Council can be called. The following situations constitute an emergency under this provision of the policy:

1. Any situation in which there exists immediate and substantial danger to the health, life, or property of any person or any situation in which there exists potential for increased damage to City property if the situation is not immediately remedied;
2. Any situation where the normal operation of any City Department is seriously impaired or is in jeopardy of being seriously impaired; or
3. When the Mayor or Governor declares an emergency.

A Department Head, after consultation with either the Mayor or any official Emergency Management Agency, may purchase, in the open market, without filing a requisition or estimate or receiving competitive bids or quotes, any supplies, materials or equipment for immediate delivery to meet emergencies arising from unforeseen causes. Emergency purchasing procedures should only be used when normal purchasing channels are not available.

**C. AUTHORIZED PERSONNEL**

The Common Council has delegated authority to make budgeted purchases under \$10,000 to the following personnel:

| <b>DEPARTMENT</b>                       | <b>DEPARTMENT HEAD:</b>        |
|---|--------------------------------|
| City Administration, Assessor           | Mayor and the Clerk/Treasurer  |
| Police                                  | Chief of Police                |
| Library                                 | Library Director               |
| Fire                                    | Fire Chief                     |
| Ambulance                               | Ambulance Chief                |
| Public Works, Parks/Rec/Pool, Utilities | Public Works Director/Engineer |

**D. USE OF CREDIT CARDS**

The City of Dodgeville shall issue credit cards to proper personnel, based on department head recommendations, and the Clerk/Treasurer shall maintain a listing of all authorized credit card users as well as the names of the applicable credit card companies and the numbers of the credit cards those persons are authorized to use. City credit cards shall generally only be used for purchases up to 75% of the credit limit on such card. Receipts for credit card purchases must be submitted to the department head within one (1) day of receipt of items purchased, and the department head shall provide the receipts to the Clerk/Treasurer on that same day or as soon thereafter as possible. When the department head provides the credit card receipts to the Clerk/Treasurer he/she shall note what was purchased and the departmental account category the purchase falls under on those receipts. The Clerk/Treasurer shall reconcile all credit card statements on a monthly basis, and once reconciliation has taken place, attach original receipts to the appropriate statements and code the expenses for payment in a timely fashion.

### **E. NON-BUDGETED ITEMS**

It is the assumption of this purchasing policy that all requested expenditures have been provided for in the current budget. However, purchases over \$500 or use of ‘assigned funds’ which have **not** been provided for in the current budget will require Common Council approval. The Department Head shall first notify the City Clerk/Treasurer that said non-budgeted expenditure is being requested, and provide written documentation regarding that expenditure to the City Clerk/Treasurer. Upon receipt of the written documentation the City Clerk/Treasurer shall contact the chair of the appropriate committee, and, if the chair feels it is appropriate, the non-budgeted expenditure request shall be placed on the agenda for and addressed at the next committee meeting. If the committee agrees that the requested expenditure should be made, a recommendation shall be made to the Common Council that the necessary budget transfer(s) take place. The issue shall then be placed on the agenda for the next regularly scheduled Common Council meeting, and, if the Council directs that the non-budgeted funds expenditure take place, the purchase may be processed. If no committee meeting or quorum, the Mayor may take the issue to the Common Council for consideration.

### **F. LOWEST BID; BEST VALUE**

All orders or contracts shall generally be awarded to the lowest priced responsible bidder offering the best value to the City, taking into consideration the following factors: the quality of the articles to be supplied, conformity with specifications, product compatibility, maintenance costs, vendor support after the purchase, timeliness of production and delivery terms. Except as required by law for public construction contracts in excess of \$25,000.00, the Department Head’s or City Council’s decision as to best value is final. Additionally:

1. Taking price and service into account, the City shall give due consideration to local vendors.
2. In the event that only one vendor is capable of providing a particular good or service, the City may waive the competitive quotes procedures in this policy. Written documentation of a determination that a purchase must be made from a sole source vendor must be submitted to the City Council for approval.

### **G. COOPERATIVE PURCHASING**

The City shall have authority to join with other units of government, with quasi-government agencies funded in whole or in part by the City, and with other purchasing associations in cooperative purchasing plans when the best interest of the City would be served. Competitively bid cooperative purchasing contracts onto which the City “piggybacks” are considered to have met competitive requirements, and not additional quotes are necessary. Additionally, if identical products can be obtained at a lower price than current cooperative purchasing contracts, no additional quotes are required.

## H. REQUEST FOR PROPOSAL (RFP)

The request for proposal is a method of soliciting information and pricing from a vendor. The RFP procedure may be used when the City does not have exact specifications or procedures finalized. An RFP may be issued so that vendors can offer suggested processes or services or alternate proposals to be considered by the City. The RFP process can be used by the City for public works construction projects that do not exceed \$25,000 or when soliciting professional service or material quotes.

## I. PROFESSIONAL SERVICES

The RFP process described in Section II.H. above may be used for the procurement of professional services. The City Council, however, may engage professional service providers including, but not limited to, accountants, auditors, attorneys, engineers, grant writers, and real estate specialists based on criteria other than or in addition to cost such as recognized expertise in a profession, familiarity with City operations, or such other factors as the City Council, in its discretion, determines are relevant to the selection of such providers.

**Failure to follow these procedures shall constitute illegal purchasing and may subject the employee making the purchase liable for costs incurred and/or disciplinary action.**

\* \* \* \*

---

BARRY HOTTMANN  
Mayor, City of Dodgeville

Adopted: September 17, 2013  
Revised: November 15, 2016  
Revised: November 6, 2024

### CERTIFICATION

Lauree Aulik certifies that she is the duly appointed, qualified and acting Clerk/Treasurer of the City of Dodgeville, and that the foregoing policy was adopted by the Common Council of said City at its regular meeting held on November 6, 2024.

Dated this 6th day of November 2024.

---

LAUREE AULIK  
Clerk/Treasurer, City of Dodgeville



October 29, 2024

Lauree Aulik, Clerk/Treasurer  
City of Dodgeville  
Dodgeville, WI 53533

The following represents our understanding of the services we will provide the City of Dodgeville.

You have requested that we audit the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Dodgeville, as of December 31, 2024, and for the year then ended and the related notes, which collectively comprise the City of Dodgeville's basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS), will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America, (U.S. GAAP) as promulgated by the Governmental Accounting Standards Board (GASB) require that certain required supplementary information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America, (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

- 1) Budgetary Comparison Schedule
- 2) Wisconsin Retirement System Schedules
- 3) Local Retiree Life Insurance Fund Schedules
- 4) Schedule of Changes in the City's Total OPEB Liability and Related Ratios
- 5) Management's Discussion and Analysis (if prepared)

City of Dodgeville  
Page 2

Supplementary information other than RSI will accompany the City of Dodgeville’s basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with U.S. GAAS. We intend to provide an opinion on the following supplementary information in relation to the basic financial statements as a whole.

1) Combining Nonmajor Fund Schedules

The supplementary information referred to above will be presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information, which is the responsibility of management, will be subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. Our auditor’s report will provide an opinion on the supplementary information in relation to the basic financial statements as a whole.

**Auditor Responsibilities**

We will conduct our audit in accordance with GAAS. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of controls.
- Obtain an understanding of the system of internal control in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

City of Dodgeville  
Page 3

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Dodgeville’s ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

**Compliance with Laws and Regulations**

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the City of Dodgeville’s compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

**Management Responsibilities**

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:
  - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements such as records, documentation, and other matters;
  - ii. Additional information that we may request from management for the purpose of the audit;
  - iii. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence;
- d. For including the auditor’s report in any document containing basic financial statements that indicates that such basic financial statements have been audited by us;
- e. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;

City of Dodgeville  
Page 4

- f. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and
- g. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- h. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- i. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in the system of internal control and others where fraud could have a material effect on the financials; and
- j. For the accuracy and completeness of all information provided.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit.

***Nonattest Services***

With respect to any nonattest services we perform, at the end of the year, we agree to perform the following:

- Preparation of financial statements
- Maintaining capital asset depreciation schedules
- Maintaining lease schedules

We will not assume management responsibilities on behalf of the City of Dodgeville. However, we will provide advice and recommendations to assist management of the City of Dodgeville in performing its responsibilities.

The City of Dodgeville’s management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) designing, implementing, and maintaining the system of internal control, including the process used to monitoring the system of internal control.

City of Dodgeville  
Page 5

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

**Reporting**

We will issue a written report upon completion of our audit of the City of Dodgeville basic financial statements. Our report will be addressed to the City Council of the City of Dodgeville. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor’s report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

**Other**

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers’ proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.



City of Dodgeville  
Page 6

**Provisions of Engagement Administration, Timing and Fees**

We will maintain various physical, electronic, policy, and procedural safeguards to guard your information and personal data. We may communicate with you and /or store data through email, facsimile, third-party vendor secured portals or cloud environments, or other electronic means. If a more secure medium of communication is desired, we will provide you with various electronic alternatives. Electronic data that is confidential may be transmitted and/or stored using these methods and you authorize us to do so. Notwithstanding the security measures and safeguards employed by us and/or our third-party vendors, you accept that we have no control over the unauthorized interception or breach of communications and/or data. All confidential, proprietary, and personally identifiable information should be transmitted through secure means which we have available. We may communicate with you or your other representatives through unencrypted email and you authorize us to do so. Emails can be intercepted and read, disclosed, or otherwise used or shared with an unintended third party, or may not be delivered to each of the parties or persons to whom they were originally directed. As such we cannot guarantee emails will be read only by the intended recipient(s). In the event of a data breach, each of us agrees to notify each other in the most expedient time possible and without unreasonable delay. We specifically disclaim and waive any liability or responsibility whatsoever for the unauthorized interception and/or disclosure of confidential or proprietary information transmitted in connection with the performance of this engagement, except to the extent determined as a result from our gross negligence or willful misconduct.

Many banks have engaged a third party to electronically process cash or debt audit confirmation requests, and certain of those banks have mandated the use of this service. Further, such third-party confirmation requests processors also provide for the electronic (and manual) processing of other confirmation types (e.g. legal, accounts receivable, and accounts payable). To the extent applicable, the City of Dodgeville hereby authorizes Johnson Block & Company, Inc. to participate in such confirmation processes, including through the third party’s website (e.g. by entering the City of Dodgeville bank account information to initiate the process and then accessing the bank’s confirmation response), and agrees that Johnson Block & Company, Inc. shall have no liability in connection therewith.

Shawn Roelli, CPA is the engagement partner for the audit services specified in this letter. The engagement partner’s responsibilities include supervising Johnson Block & Company, Inc.’s services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

City of Dodgeville  
Page 7

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Based on our preliminary estimates, the total fees and expenses should approximate the following:

|  |                  |
|--|------------------|
| Audit services:  |                  |
| General Fund and other governmental funds                    | \$ 11,500        |
| Water Utility  | 5,750            |
| Sewer Utility  | 5,750            |
| TID #3 Annual Activity                                       | 2,000            |
| State Financial Report (Form C)                              | 2,500            |
| Public Service Commission Annual Report                      | 2,500            |
| Total  | <u>\$ 30,000</u> |
| Audit of the Dodgeville Housing Authority (a component unit) | <u>\$ 2,500</u>  |

Time related to the following services will be billed at our standard hourly rates:

- Compile TID annual report
- Governmental depreciation schedules and journal entries to record activity to comply with GASB 34
- Assistance adjusting net pension assets/liabilities, other postemployment benefit liabilities, and compensated absences liabilities to comply with GASB 68, GASB 75, and new GASB 101, respectively
- Lease schedules and journal entries to record activity to comply with GASB 87

This letter was prepared under the assumption that a single audit performed in accordance with the Uniform Guidance will not be required. If we are requested or required by governmental agencies to audit additional funds or programs not included in our proposal, our time performing these services would be billed at our standard hourly rates. The amount of time spent on a single audit is dependent on the type of major programs to be tested.

Our invoices for these fees will be rendered as work progresses and are payable upon presentation. In accordance with firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, you will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. Third-party confirmation providers for certain financial institutions may invoice us for responding to confirmation requests and we will pass those costs through to you.

The attached Addendums A, B, and C, which are an integral part of this engagement letter, relate to our preparation of the Department of Revenue annual report, the PSC annual report, and the TID Annual Report.

During the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

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Page 8

You agree to inform us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor’s report to the date the financial statements are issued.

We agree to retain our audit documentation or work papers for a period of at least seven years from the date of our report.

At the conclusion of our audit engagement, we will communicate to the City Council the following significant findings from the audit:

- Our view about the qualitative aspects of the entity’s significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management’s consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of Johnson Block and Company, Inc. and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulators pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Johnson Block and Company Inc.’s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to regulators. The regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

**Changes in Accounting and Audit Standards**

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in this letter increases due to such changes, our fee may need to be adjusted.

City of Dodgeville  
Page 9

### **Unanticipated Services**

We do not anticipate encountering the need to perform additional services beyond those described in this letter. However, below are listings of services considered to be outside the scope of our engagement. If any such service needs to be completed before the audit can proceed in an efficient manner, we will determine whether we can provide the service and maintain our independence. If appropriate, we will notify you and provide a fair and reasonable price for providing the service. We will bill you for the service at periodic dates after the additional service has been performed.

#### Bookkeeping services

Bookkeeping services are not audit services. Bookkeeping services include but are not limited to the following activities:

- Preparation of a trial balance
- Account or bank statement reconciliations
- Capital asset accounting (e.g., calculating depreciation, identify capital assets for additions and deletions), unless previously agreed to as part of services to be provided
- Significant additional time spent calculating accruals
- Processing immaterial adjustments through the financial statements requested by management
- Adjusting the financial statements for new activities and new disclosures

#### Additional work resulting from unanticipated changes in your organization or accounting records

If your organization undergoes significant changes in key personnel, accounting systems, and/or internal control, we are required to update our audit documentation and audit plan. The following are examples of situations that will require additional audit work:

- Deterioration in the quality of the entity's accounting records during the current-year engagement in comparison to the prior-year engagement
- Significant new accounting issues, significant changes in your volume of business or new or unusual transactions
- Changes in audit scope or requirements resulting from changes in your activities
- Erroneous or incomplete accounting records
- Implementation or adoption of new or existing accounting, reporting, regulatory, or tax requirements and any applicable financial statement disclosures

City of Dodgeville  
Page 10

Please sign and return this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the basic financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

*Johnson Block & Company, Inc.*

Johnson Block & Company, Inc.

**RESPONSE:**

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of the City of Dodgeville by:

Management Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

City of Dodgeville  
Page 11

## ADDENDUM A

We will perform the following services:

We will compile, from information you provide, the annual Financial Report Form to the Wisconsin Department of Revenue, for the year ended December 31, 2024. Upon completion of the compilation of the annual Financial Report Form, we will provide the City of Dodgeville with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the City of Dodgeville, we are unable to complete the compilation or if we determine in our professional judgement the circumstances necessitate, we may withdraw and decline to submit the annual Financial Report Forms to you as a result of this engagement.

### **Our Responsibilities and Limitations**

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

### **Management's Responsibilities**

The City of Dodgeville's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City of Dodgeville complies with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making the City of Dodgeville personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

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## ADDENDUM B

We will perform the following services:

We will compile, from information you provide, the Public Service Commission Annual Report, including the balance sheet of the water utility, an enterprise fund of the City of Dodgeville, as of December 31, 2024, and the related income statements for the year then ended and the supplemental schedules as of and for the year ended December 31, 2024. Upon completion of the Public Service Commission Annual Report, we will provide the City of Dodgeville with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the City of Dodgeville we are unable to complete the compilation or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to submit the Public Service Commission Annual Report to you as a result of this engagement.

### **Our Responsibilities and Limitations**

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

### **Management's Responsibilities**

The City of Dodgeville management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City of Dodgeville complies with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making the City of Dodgeville personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

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### ADDENDUM C

We will perform the following services:

We will compile, from information you provide the TID Annual Report(s) in accordance with requirements of the Wisconsin State Statutes for the year ended December 31, 2024. Upon completion of the compilation of the TID Annual Report(s), we will provide the City with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the City, we are unable to complete the compilation of if we determine in our professional judgement the circumstances necessitate, we may withdraw and decline to submit the TID Annual Report(s) to you as a result of this engagement.

#### **Our Responsibilities and Limitations**

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

#### **Management's Responsibilities**

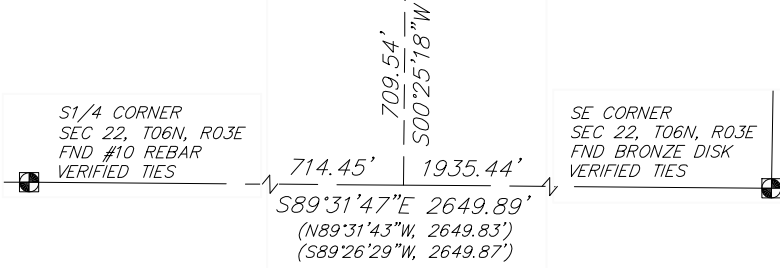
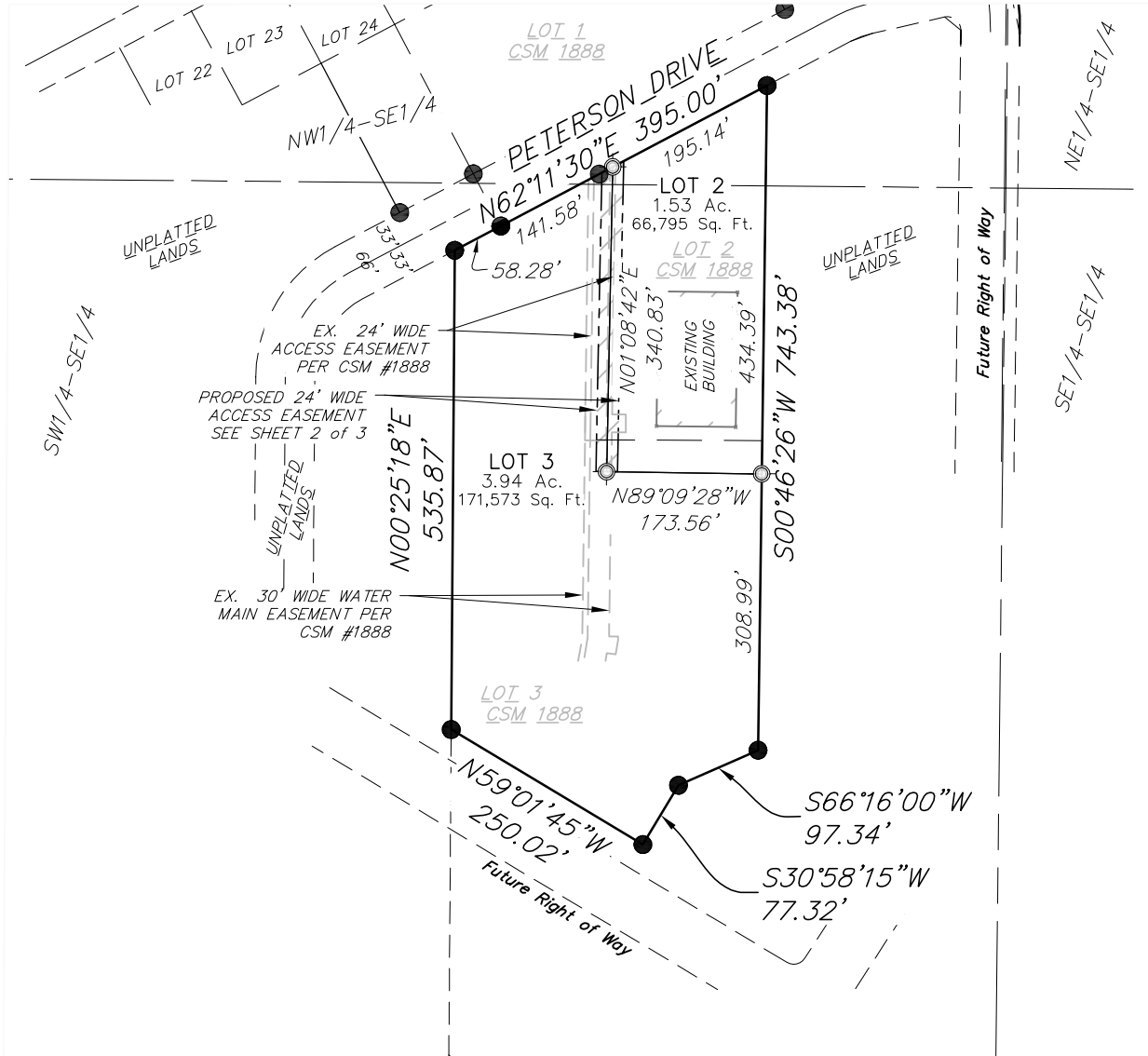
The City's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City complies with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making City personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.



**IOWA COUNTY CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

LOTS 2 AND 3 OF IOWA COUNTY CERTIFIED SURVEY MAP NO. 1888, RECORDED AS DOCUMENT NO. 375512 IN VOLUME 13, PAGES 285-288 OF CERTIFIED SURVEYS AND LOCATED IN THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER AND THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER, OF SECTION 22, T6N, R3E, CITY OF DODGEVILLE, IOWA COUNTY, WISCONSIN.



**GENERAL NOTES:**

- See sheet 2 of 3 for proposed 24' Wide Access Easement Detail.



BEARINGS REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, IOWA COUNTY ZONE, THE SOUTH LINE OF THE SE 1/4 SECTION 22, T06N, R03E, ASSUMED TO BEAR S89°31'47"E

GRAPHIC SCALE: 1" = 200'



FIELDWORK COMPLETED: 8/21/2024

**SURVEY LEGEND**

- PUBLIC LAND CORNER AS NOTED
- FOUND 3/4" Ø IRON ROD
- SET 3/4" X 18" SOLID IRON RE-ROD, MIN. WT. 1.50 LBS./FT.
- ( ) INDICATES RECORDED AS DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT

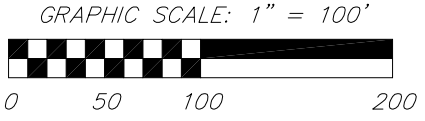
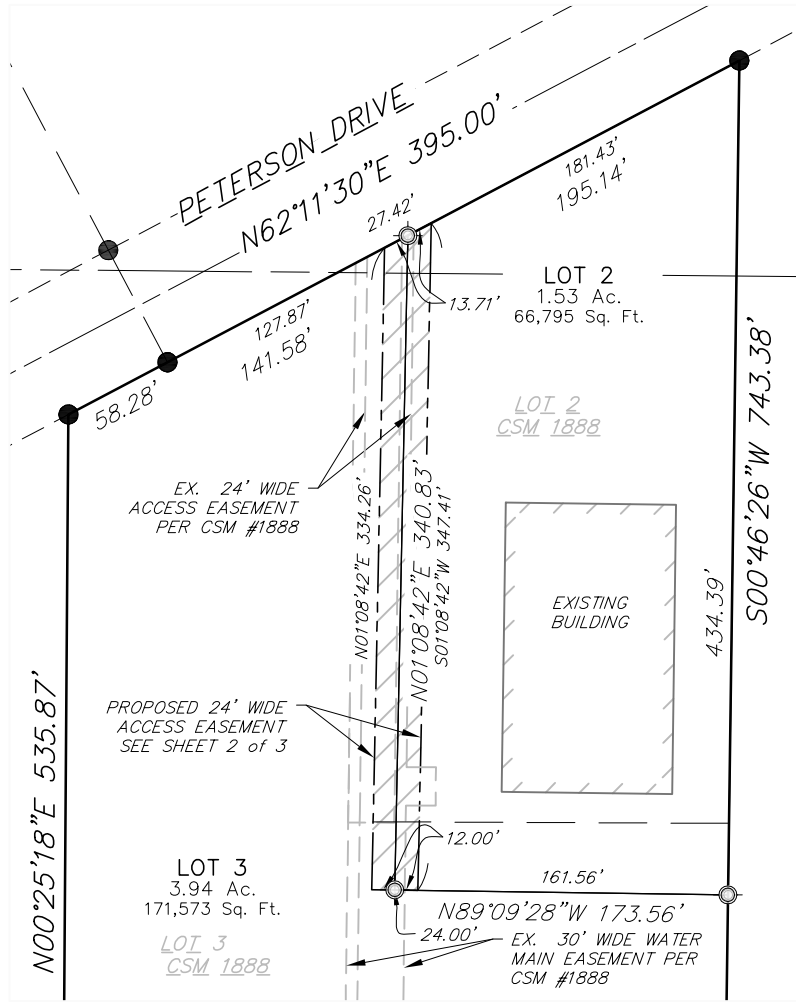


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**IOWA COUNTY CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

LOTS 2 AND 3 OF IOWA COUNTY CERTIFIED SURVEY MAP NO. 1888, RECORDED AS DOCUMENT NO. 375512 IN VOLUME 13, PAGES 285-288 OF CERTIFIED SURVEYS AND LOCATED IN THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER AND THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, OF SECTION 22, T6N, R3E, CITY OF DODGEVILLE, IOWA COUNTY, WISCONSIN.



**SURVEY LEGEND**

- FOUND 3/4" Ø IRON ROD
  - ⊙ SET 3/4" X 18" SOLID IRON RE-ROD, MIN. WT. 1.50 LBS./FT.
  - ( ) INDICATES RECORDED AS
- DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT

**SURVEYOR'S CERTIFICATE**

I, Scott F. Dischler, Wisconsin Professional Land Surveyor No. 2605, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes, Chapter A-E7 of the Wisconsin Administrative Code and the subdivision regulations of the City of Dodgeville, and under the direction of Greg Lee, I have surveyed, divided and mapped this Certified Survey; that such plat correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is located in the Northwest and Southwest Quarters of the Southeast Quarter of Section 22, T6N, R3E, City of Dodgeville, Iowa County, Wisconsin, containing 5.47 acres of land and described as follows:

**LEGAL DESCRIPTION**

Lots 2 and 3 of Iowa County Certified Survey Map No. 1888, recorded as Document No. 375512 in Volume 13, Pages 285-288 of Certified Surveys and located in the Northwest Quarter of the Southeast Quarter and the Southwest Quarter of the Southeast Quarter, of Section 22, T6N, R3E, City of Dodgeville, Iowa County, Wisconsin.

Scott F. Dischler, WI PLS #2605 \_\_\_\_\_ Date  
 Vierbicher Associates, Inc



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Job #: 200180  
 Date: 8/24/2024  
 Rev:  
 Drafted By: sdis  
 Checked By: mlon

**SURVEYED FOR:**  
 Luke Pelton  
 Pelton Builders, LLC  
 51930 Glen Valley Drive  
 Reedsburg, WI  
 53959

C.S.M. No. \_\_\_\_\_  
 Doc. No. \_\_\_\_\_  
 Vol. \_\_\_\_\_ Page \_\_\_\_\_

**SHEET  
 2 OF 3**

© Vierbicher Associates, Inc. R:\Pelton\200093 - Dodgeville Apartments\CADD\200093 - Dodgeville Apartments CSM.dwg by: lhan 25 Oct 2024 - 9:32a

IOWA COUNTY CERTIFIED SURVEY MAP NO. \_\_\_\_\_

LOTS 2 AND 3 OF IOWA COUNTY CERTIFIED SURVEY MAP NO. 1888, RECORDED AS DOCUMENT NO. 375512 IN VOLUME 13, PAGES 285-288 OF CERTIFIED SURVEYS AND LOCATED IN THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER AND THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, OF SECTION 22, T6N, R3E, CITY OF DODGEVILLE, IOWA COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

I, Luke Pelton, Limestone Hills. LLC as owner, we hereby certify that I caused the land described on this Certified Survey Map to be surveyed, divided and mapped as represented on the this Certified Survey Map. I further certify that this Certified Survey Map is required by S236.10 or S236.12 to be submitted to the City of Dodgeville for approval.

Witness the hand and seal of said owner this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Luke Pelton Owner
Limestone Hills., LLC

By: \_\_\_\_\_

State of Wisconsin )
)ss.
County of Iowa )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, the above named Luke Pelton, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin My Commission expires: \_\_\_\_\_

CITY OF DODGEVILLE APPROVAL

Resolved that this Certified Survey in the Northwest Quarter of the Southeast Quarter and The Southwest Quarter of the Southeast Quarter, Section 22, T6N, R3E, City of Dodgeville, Iowa County, Wisconsin, Limestone Hills LLC, Owner, is hereby approved by the City Council of the City of Dodgeville.

I hereby certify that the foregoing is a copy of a resolution adopted by the City of Dodgeville.

Barry Hottman, Mayor Date

Lauree Aulik, Clerk/Treasurer Date

REGISTER OF DEEDS CERTIFICATE

Received for recording this \_\_\_\_\_ day of \_\_\_\_\_, 2024, at \_\_\_\_\_ o'clock \_\_\_\_m. and recorded in Volume \_\_\_\_\_ of Certified Survey Maps on pages \_\_\_\_\_, as Doc. No. \_\_\_\_\_.

Taylor Campbell
Iowa County Register of Deeds



Job #: 200093
Date: 8/24/2024
Rev:
Drafted By: sdis
Checked By: mlon

SURVEYED FOR:
Luke Pelton
Pelton Builders, LLC
51930 Glen Valley Dr.
Reedsburg, WI
53959

C.S.M. No. \_\_\_\_\_
Doc. No. \_\_\_\_\_
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SHEET
3 OF 3

**SECOND AMENDMENT TO  
TID NO. 3  
DEVELOPMENT AGREEMENT**

This Second Amendment to TID No. 3 Development Agreement (“*Second Amendment*”) is entered into by and between the City of Dodgeville, a Wisconsin municipal corporation, (the “*City*”), Pelton Development Group LLC (the “*Developer*”), and Limestone Hills 1 LLC (the “*Landowner*”), effective as of the date of the last signature below.

**RECITALS**

- A. Landowner owns approximately 7.92 acres of real estate, described on *Exhibit A* (“*Property*”), which is located within Tax Increment District No. 3 in the City of Dodgeville, Iowa County, Wisconsin. Landowner acquired the Property from Developer, which acquired it from the City.
- B. The Property is subject to a certain TID No. 3 Development Agreement between City and Developer dated October 4, 2021 and recorded with the Iowa County Register of Deeds on October 28, 2021 as Document No. 376233, as amended by a First Amendment to TID No. 3 Development Agreement dated September 16, 2024 and recorded with the Iowa County Register of Deeds on September 19, 2024 as Document No. 388393 (“*Agreement*”). Landowner and Developer are jointly and severally liable for all obligations of Developer under that Agreement.
- C. Landowner submitted and the City approved a certified survey map making minor modifications to the boundary lines of the lots delineating the Phase 1 Property and the Phase 2 Property as described in the Agreement.
- D. The City, Developer, and Landowner wish to amend the Agreement to reflect the new certified survey map and the change in the boundaries of the Phase 1 Property and the Phase 2 Property.

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RETURN TO:  
 Atty. Eric Hagen  
 Boardman & Clark LLP  
 PO Box 87  
 Fennimore, WI 53809-0087

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P.I.N.  
See Exhibit A

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**AGREEMENT**

NOW, THEREFORE, in consideration of the above recitals, which are incorporated by reference, the terms and conditions contained in this Second Amendment, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Section 1.e of the Agreement is hereby stricken and replaced with the following:

***“Phase 1 Property.”*** Lot One (1) of Iowa County Certified Survey Map No. 1890, recorded in the office of the Register of Deeds for Iowa County, Wisconsin, in Volume 14 of Certified Survey Maps, Pages 1-3 as Document Number 375749, located in the NW1/4 of the SE1/4 and the SW1/4 of the SE1/4, Section 22, T6N, R3E, City of Dodgeville, Iowa County, Wisconsin.

AND

Lot Two (2) of Iowa County Certified Survey Map No. \_\_\_\_\_, recorded in the office of the Register of Deeds for Iowa County, Wisconsin, in Volume \_\_\_\_\_ of Certified Survey Maps, Pages \_\_\_\_\_ – \_\_\_\_\_ as Document Number \_\_\_\_\_, a redivision of Lots 2 and 3 of Iowa County Certified Survey Map No. 1888, located in the Northwest Quarter of the Southeast Quarter and the Southwest Quarter of the Southeast Quarter of Section 22, T6N, R3E, City of Dodgeville, Iowa County, Wisconsin.

2. Section 1.f of the Agreement is hereby stricken and replaced with the following:

***“Phase 2 Property.”*** Lot Three (3) of Iowa County Certified Survey Map No. \_\_\_\_\_, recorded in the office of the Register of Deeds for Iowa County, Wisconsin, in Volume \_\_\_\_\_ of Certified Survey Maps, Pages \_\_\_\_\_ – \_\_\_\_\_ as Document Number \_\_\_\_\_, a redivision of Lots 2 and 3 of Iowa County Certified Survey Map No. 1888, located in the Northwest Quarter of the Southeast Quarter and the Southwest Quarter of the Southeast Quarter of Section 22, T6N, R3E, City of Dodgeville, Iowa County, Wisconsin.

3. This Second Amendment shall be recorded with the Iowa County Register of Deeds, at Developer’s expense, promptly following its execution.

4. In the event of a conflict between this Second Amendment and the Agreement, this Second Amendment shall control. Except as amended herein, the Agreement is ratified and remains in full force and effect.

*[Signature pages follow]*

**CITY OF DODGEVILLE:**

\_\_\_\_\_  
Barry Hottmann, Mayor

\_\_\_\_\_  
Lauree Aulik, City Clerk/Treasurer

STATE OF WISCONSIN                    )  
  ) ss.  
COUNTY OF \_\_\_\_\_)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, the above named Barry Hottmann, Mayor, and Lauree Aulik, City Clerk/Treasurer, to me known to be the persons and officers who executed the foregoing Second Amendment to TID No. 3 Development Agreement and acknowledged the same.

\_\_\_\_\_  
Print or Type Name: \_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission: \_\_\_\_\_

**DEVELOPER:**

Pelton Development Group LLC

\_\_\_\_\_  
Lucas Pelton, Manager

STATE OF WISCONSIN )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, the above named Lucas Pelton, manager of Pelton Development Group LLC, to me known to be the person who executed the foregoing Second Amendment to TID No. 3 Development Agreement and acknowledged the same.

\_\_\_\_\_  
Print or Type Name: \_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission: \_\_\_\_\_

**LANDOWNER:**

Limestone Hills 1 LLC

By Pelton Development Group LLC, its Manager

\_\_\_\_\_  
Lucas Pelton, Manager

STATE OF WISCONSIN                    )  
  ) ss.  
COUNTY OF \_\_\_\_\_)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, the above named Lucas Pelton, manager of Pelton Development Group LLC, manager of Limestone Hills 1 LLC, to me known to be the person who executed the foregoing Second Amendment to TID No. 3 Development Agreement and acknowledged the same.

\_\_\_\_\_  
Print or Type Name: \_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission: \_\_\_\_\_



**Consent and Subordination of Lender**

The Bank of Wisconsin Dells (“**Lender**”) is the mortgagee under that certain Construction Mortgage recorded against the Property in the office of the Iowa County Register of Deeds on October 28, 2021 as Document No. 376235 (the “**Mortgage**”). Lender hereby expressly consents to the execution of the foregoing Second Amendment to TID No. 3 Development Agreement and the recordation thereof against the Property and hereby subordinates the lien of the Mortgage to said Second Amendment.

IN WITNESS WHEREOF, Lender has caused this Consent and Subordination of Lender to be executed this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**Bank of Wisconsin Dells**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, the above named \_\_\_\_\_ (name), \_\_\_\_\_ (title) of the Bank of Wisconsin Dells, to me known to be the person who executed the foregoing Consent and Subordination of Lender and acknowledged the same.

\_\_\_\_\_  
Print or Type Name: \_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission: \_\_\_\_\_

**Exhibits:**  
Exhibit A –Legal Description of Property

*This instrument drafted by:*  
Atty. Julia K. Potter  
Boardman & Clark LLP  
P.O. Box 927  
Madison, WI 53701-0927

**EXHIBIT A**  
**Legal Description of the Property**

Lot One (1) of Iowa County Certified Survey Map No. 1890, recorded in the office of the Register of Deeds for Iowa County, Wisconsin, in Volume 14 of Certified Survey Maps, Pages 1-3 as Document Number 375749, located in the NW1/4 of the SE1/4 and the SW1/4 of the SE1/4, Section 22, T6N, R3E, City of Dodgeville, Iowa County, Wisconsin.

ALSO

Lots Two (2) and Three (3) of Iowa County Certified Survey Map No. \_\_\_\_\_, recorded in the office of the Register of Deeds for Iowa County, Wisconsin in Volume \_\_\_\_\_ of Certified Survey Maps, Pages \_\_\_\_\_ – \_\_\_\_\_ as Document Number \_\_\_\_\_, a redivision of Lots 2 and 3 of Iowa County Certified Survey Map No. 1888, located in the Northwest Quarter of the Southeast Quarter and the Southwest Quarter of the Southeast Quarter of Section 22, T6N, R3E, City of Dodgeville, Iowa County, Wisconsin.

PINs: 216-1540.01, 216-1540.02, 216-1540.0