



**VILLAGE OF JACKSON
VILLAGE BOARD SPECIAL MEETING AGENDA**

Tuesday, April 16, 2024 at 6:30 PM

(Or immediately following Village Board Annual
Organizational Meeting)

Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Village Citizen Comment on an Agenda Item (Please sign-in with the Clerk prior to speaking. Please note this is the Village Board's monthly business meeting, not a public hearing. People wishing to speak on an item on the agenda should present their comments under this agenda item. Each commenter will be limited to a total of 2 minutes.)
4. Resolution #24-07 - Accepting and Rejecting Bids for the 2024 Jackson Community Center Expansion Project
5. Discussion and Possible Action on 2024 Financing Plan for the Jackson Community Center Expansion Project - Ehlers Financial Advisors
6. Adjourn

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Administration Department at the Jackson Municipal Complex at least one (1) business day prior to the meeting.

It is possible that members of the Village Board may attend the above meeting. No action will be taken by any governmental body at this meeting other than the governmental body specifically referred to in this meeting notice. This notice is given so that members of the Village Board may attend the meeting without violating the open meeting law.

RESOLUTION #24-07

ACCEPTING AND REJECTING BIDS FOR THE 2024 JACKSON COMMUNITY CENTER EXPANSION PROJECT

The Village Board of the Village of Jackson, Washington County, Wisconsin, does resolve as follows:

WHEREAS, The Village of Jackson competitively and publicly bid contracts to expand the Jackson Community Center and to address deferred maintenance needs; and

WHEREAS, the Village of Jackson held a public bid opening on February 20, 2024 and March 21, 2024; and

WHEREAS, the Jackson Park and Recreation Commission reviewed bids received on April 9, 2024 and recommended the Village Board approve this resolution in a vote which carried three ayes and one nay; and

WHEREAS, the Jackson Budget and Finance Committee reviewed bids received on April 9, 2024 and recommended the Village Board approve this resolution with a unanimous vote of two ayes and no nays; and

WHEREAS, the Jackson Village Board reviewed those bids on April 16, 2024; and

NOW, THEREFORE, BE IT RESOLVED, by the Village of Jackson Board of Trustees that the Village does hereby accept and reject the following bids received:

Contract No. 1 – For Concrete, Award bid to Mike Koenig Construction Co., Inc. in the amount of \$321,000

Contract No. 2 – For Concrete Floor, Award bid to L&A Crystal in the amount of \$11,945

Contract No. 3 – For Masonry, Award bid to Edgar J. Prager & Sons, Inc. in the amount of \$168,168

Contract No. 4 – For Metal Fabrications, Award bid to Cardinal Fabricating Corp. in the amount of \$375,000

Contract No. 5 – For Cold Form Framing and Gyp, Award bid to Common Links Construction in the amount of \$387,450

Contract No. 6 – For General Trades and Carpentry, Award bid to J.C. Building Systems Inc. in the amount of \$514,151

Contract No. 7 – For Roofing, Reject all Bids from February 20, 2024, and Award bid from March

21, 2024 to M.M. Schranz Roofing, Inc. in the amount of \$359,800

Contract No. 8 – For EIFS, Award bid to Applewood Plastering Services, Inc. in the amount of \$93,724

Contract No. 9 – For Air Barrier, Award bid to Masterfoam in the amount of \$43,600

Contract No. 10 – For Aluminum Storefront Systems, Reject all Bids from February 20, 2024, and Award bid from March 21, 2024, to Corcoran Glass LLC in the amount of \$249,987

Contract No. 11 – For Safety Laminates, Award bid to Safe Haven Defense in the amount of \$119,163

Contract No. 12 – For Tile and Flooring, Award bid to Carpet Service International, Inc. in the amount of \$140,417

Contract No. 13 – For Acoustical Ceiling Tile, Award bid to Advantage Acoustical in the amount of \$114,776

Contract No. 14 – For Wall Coverings and Paint, Award bid to Blair Commercial Painting in the amount of \$81,230

Contract No. 15 – For Window Treatments, no bids received, no action needed.

Contract No. 16 – For Fire Suppression, Award bid from March 21, 2024 to Blair Fire Protection in the amount of \$51,000

Contract No. 17 – For Plumbing, Award bid to Braden Plumbing, Inc. in the amount of \$203,500

Contract No. 18 – For HVAC, Award bid to Sure-Fire, Inc in the amount of \$498,750

Contract No. 19 – For Electrical, Award bid to Nelco Electric in the amount of \$281,300

Contract No. 20 – For Low Voltage, Award bid to Circle Electric, Inc. in the amount of \$109,295

Contract No. 21 – For Earthwork, Award bid to Ridge Excavating in the amount of \$145,082

Contract No. 22 – For Pavement, Award bid to Payne & Dolan, Inc. in the amount of \$54,880

Contract No. 23 – For Fencing, Award bid to Century Fence Company in the amount of \$143,245

Contract No. 24 – For Landscaping and Retaining Wall, Award bid to All-Ways Contractors, Inc. in the amount of \$49,779

Contract No. 25 – For Utilities, Award bid to Joe DeBelak Plumbing & Heating Co., Inc. in the amount of \$112,534

Contract No. 26 – For Artificial Surfacing, Award bid from March 21, 2024 to Northland

Recreation LLC in the amount of \$41,086

Contract No. 27 – For Playground Equipment, no bids received, no action needed.

Contract No. 28 – For Wood Floor Refinishing and Striping, Award bid to Baseman Bros. Inc. in the amount of 20,387

Jackson Community Center Expansion Project Construction Contracts Awarded – \$5,066,505

Project Construction Contracts with the additional Construction Management Fees, Design Fees and Soils Allowances, for a total project cost of \$5,965,760.

BE IT FURTHER RESOLVED, that upon Village Board approval of a financing plan, Staff will provide oversight of financing and construction management of the Jackson Community Center Expansion Project along with Ehlers Financial Advisors and Moore Construction Services.

Introduced by: _____

Seconded by: _____

Vote: ___Ayes ___ Nays

Passed and Approved: _____

Brian Heckendorf - Village President

Attest: _____
Anastasia Gonstead - Village Clerk

Proof of Posting:

I the undersigned, certify that I posted this Resolution on posting boards at the Jackson Municipal Complex, Post Office, and one other location in the Village.

Village Official

Date

Jackson Parks & Recreation
N165 W20330Hickory Lane
Jackson, WI 53037
(262) 677-9665
parkrec@villageofjacksonwi.gov



MEMO DATE 4/1/2024

| TO | FROM | REGARDING |
|---|--|-----------------------------------|
| Jackson Village Board Jackson Parks & Recreation Commission Jen Keller, Village Administrator | Kelly Valentino, CPRP Jackson Parks & Recreation Director kelly.valentino@villageofjacksonwi.gov Phone Ext: (262) 677-9665 x113 | JPR Participation & Usage Data |

Cc: Jessica Loomans, Renee Fisher

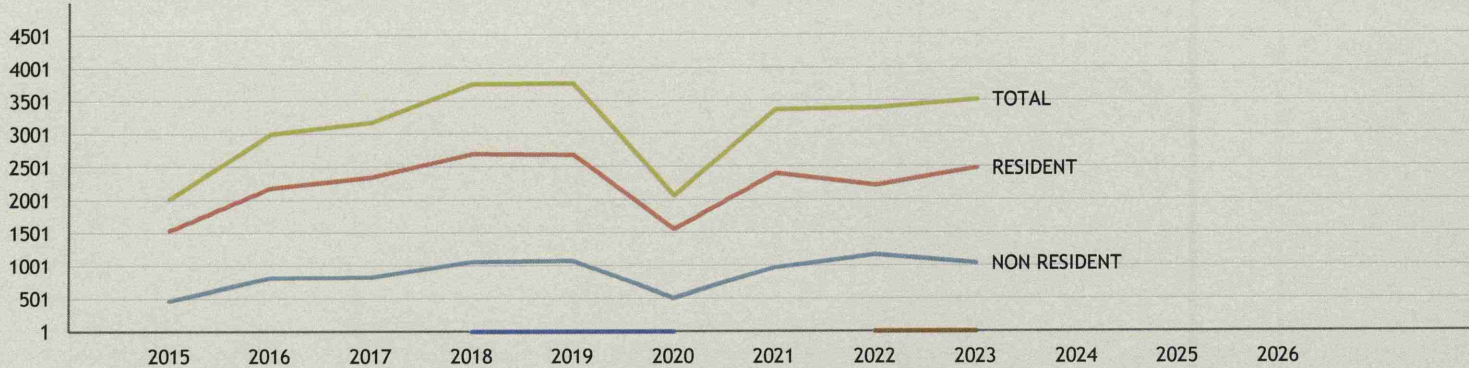
Attached please find data and demographic information as gathered from RecDesk, the Jackson Parks & Recreation software. The numbers in the graph represent the annual totals (2015-2023) of program registrations, building/shelter reservations and fitness center memberships combined.

It is important to note that it does not include participants in special events where registration is not required, partner programs where we do take registrations ie: WBSD 4K and Head Start. As well as the many community members that benefit from the following partner groups Boys & Girls Club, the ADRC programs including Senior Meals on Wheels and Kettlbrook Church. These would make the numbers even greater.



THANK YOU!

Jackson Parks & Recreation Participation Data Report/RecDesk



NOTES:
Includes Registrations, Reservations and Memberships. **Does NOT include participation numbers for partner program usage (WBSD, B&G, Kettlebrook, ADRC-Meals on Wheels and Special Events.)**

| REGION | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | TOTAL | Label |
|--------------|-------------|-------------|-------------|-------------------|---------------|--------------|-------------|------------------|---------------------|------|------|------|--------------|--------------------|
| RESIDENT | 1545 | 2189 | 2350 | 2703 | 2689 | 1558 | 2402 | 2224 | 2480 | | | | 20140 | RESIDENT (72%) |
| NON RESIDENT | 473 | 813 | 823 | 1063 | 1080 | 511 | 971 | 1173 | 1042 | | | | 7949 | NON RESIDENT (28%) |
| TOTAL | 2018 | 3002 | 3173 | 3766 | 3769 | 2069 | 3373 | 3397 | 3522 | | | | 28089 | |
| | | | | <i>Duplicatio</i> | <i>Issues</i> | <i>COVID</i> | | <i>Town Non</i> | <i>Began To</i> | | | | | |
| | | | | | | | | <i>Residents</i> | <i>Preauthorize</i> | | | | | |
| | | | | | | | | | <i>Residency</i> | | | | | |
| | | | | | | | | | | | | | | 3/7/2024 |



RecDesk 2015
ORGANIZATION ACTIVITY REPORT
From 1/1/2015 to 12/31/2015

**First Year with RecDesk, transferring files from ActiveNet.*

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 1583 | 104 | 331 | 1707 | 6438 |
| Resident | 1149 | 84 | 312 | 1687 | 4551 |
| Non-Resident | 434 | 20 | 19 | 20 | 1886 |
| No Residency Set | 0 | 0 | 0 | 0 | 1 |
| < 18 | 520 | 0 | 13 | 6 | 872 |
| 18 - 65 | 675 | 75 | 223 | 838 | 4551 |
| 65+ | 248 | 11 | 93 | 863 | 822 |
| Male | 698 | 29 | 148 | 894 | 2516 |
| Female | 885 | 75 | 183 | 813 | 3922 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 282 | 0 | 0 | N/A | 239 |
| In-Person | 1301 | 104 | 331 | N/A | 6199 |

RecDesk 2016

ORGANIZATION ACTIVITY REPORT

From 1/1/2016 to 12/31/2016

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 2439 | 244 | 319 | 3351 | 1209 |
| Resident | 1700 | 199 | 290 | 3288 | 747 |
| Non-Resident | 739 | 45 | 29 | 63 | 462 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 576 | 1 | 15 | 48 | 213 |
| 18 - 65 | 990 | 141 | 208 | 1312 | 418 |
| 65+ | 387 | 49 | 89 | 1975 | 102 |
| Male | 947 | 72 | 139 | 1673 | 477 |
| Female | 1492 | 172 | 180 | 1678 | 732 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 314 | 0 | 0 | N/A | 273 |
| In-Person | 2125 | 244 | 319 | N/A | 936 |

RecDesk 2017
ORGANIZATION ACTIVITY REPORT
From 1/1/2017 to 12/31/2017

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 2409 | 250 | 518 | 6411 | 1064 |
| Resident | 1683 | 184 | 483 | 6030 | 664 |
| Non-Resident | 726 | 62 | 35 | 380 | 400 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 637 | 0 | 20 | 39 | 262 |
| 18 - 65 | 900 | 158 | 274 | 2240 | 403 |
| 65+ | 461 | 40 | 207 | 4070 | 104 |
| Male | 901 | 77 | 235 | 3155 | 434 |
| Female | 1508 | 169 | 283 | 3255 | 630 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 505 | 0 | 0 | N/A | 467 |
| In-Person | 1904 | 246 | 518 | N/A | 597 |

RecDesk 2018

ORGANIZATION ACTIVITY REPORT

From 1/1/2018 to 12/31/2018

***Experienced Dublication Issues**

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 3154 | 225 | 388 | 6001 | 1084 |
| Resident | 2179 | 174 | 350 | 5488 | 671 |
| Non-Resident | 975 | 50 | 38 | 513 | 413 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 648 | 0 | 13 | 15 | 263 |
| 18 - 65 | 1071 | 128 | 180 | 1399 | 361 |
| 65+ | 686 | 29 | 187 | 4563 | 87 |
| Male | 1104 | 71 | 167 | 3003 | 404 |
| Female | 2050 | 153 | 221 | 2998 | 680 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 547 | 0 | 0 | N/A | 527 |
| In-Person | 2607 | 224 | 388 | N/A | 557 |

RecDesk 2019

ORGANIZATION ACTIVITY REPORT

From 1/1/2019 to 12/31/2019

***Experienced Duplication Issues**

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 3085 | 232 | 452 | 6767 | 980 |
| Resident | 2095 | 176 | 418 | 6410 | 628 |
| Non-Resident | 990 | 56 | 34 | 357 | 352 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 680 | 0 | 11 | 42 | 196 |
| 18 - 65 | 865 | 126 | 242 | 1720 | 334 |
| 65+ | 913 | 28 | 188 | 4986 | 124 |
| Male | 1151 | 70 | 200 | 3201 | 399 |
| Female | 1934 | 162 | 252 | 3566 | 581 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 677 | 0 | 1 | N/A | 453 |
| In-Person | 2408 | 232 | 451 | N/A | 527 |

RecDesk 2020
ORGANIZATION ACTIVITY REPORT
From 1/1/2020 to 12/31/2020

COVID - Allowed time to correct duplication issues in 2018 & 2019

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 1636 | 155 | 278 | 3660 | 622 |
| Resident | 1194 | 114 | 250 | 3363 | 424 |
| Non-Resident | 442 | 41 | 28 | 294 | 198 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 394 | 1 | 13 | 22 | 176 |
| 18 - 65 | 515 | 99 | 152 | 942 | 251 |
| 65+ | 471 | 11 | 104 | 2632 | 74 |
| Male | 617 | 47 | 114 | 1798 | 266 |
| Female | 1019 | 108 | 164 | 1859 | 356 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 475 | 0 | 1 | N/A | 369 |
| In-Person | 1161 | 155 | 277 | N/A | 253 |

RecDesk 2021
ORGANIZATION ACTIVITY REPORT
From 1/1/2021 to 12/31/2021

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|----------------------|---------------------|--------------------|------------------|-------------------------|
| All | 2720 | 253 | 400 | 5030 | 1243 |
| Resident | 1855 | 186 | 361 | 4507 | 796 |
| Non-Resident | 865 | 67 | 39 | 523 | 447 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 850 | 0 | 27 | 21 | 399 |
| 18 - 65 | 847 | 143 | 230 | 1716 | 528 |
| 65+ | 568 | 26 | 136 | 3272 | 79 |
| Male | 986 | 81 | 158 | 2285 | 478 |
| Female | 1734 | 172 | 242 | 2745 | 765 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 1064 | 0 | 2 | N/A | 840 |
| In-Person | 1656 | 253 | 398 | N/A | 403 |

RecDesk 2022

ORGANIZATION ACTIVITY REPORT

From 1/1/2022 to 12/31/2022

***Town Residents became Non-Residents in May of 2022**

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 2634 | 336 | 427 | 5695 | 967 |
| Resident | 1602 | 237 | 385 | 5098 | 540 |
| Non-Resident | 1032 | 99 | 42 | 597 | 427 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 518 | 0 | 31 | 91 | 219 |
| 18 - 65 | 806 | 175 | 266 | 1626 | 393 |
| 65+ | 718 | 28 | 118 | 3913 | 92 |
| Male | 956 | 101 | 180 | 2553 | 365 |
| Female | 1678 | 235 | 247 | 3142 | 602 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 700 | 0 | 2 | N/A | 536 |
| In-Person | 1934 | 336 | 425 | N/A | 431 |

RecDesk 2023

ORGANIZATION ACTIVITY REPORT

From 1/1/2023 to 12/31/2023

**Most accurate year after implementing "pre-approval" for new patrons to confirm residency*

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 2670 | 431 | 423 | 7076 | 877 |
| Resident | 1844 | 272 | 364 | 6237 | 500 |
| Non-Resident | 826 | 157 | 59 | 839 | 377 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| | | | | | |
| < 18 | 489 | 2 | 16 | 132 | 182 |
| 18 - 65 | 949 | 203 | 211 | 1893 | 340 |
| 65+ | 823 | 59 | 178 | 4942 | 81 |
| Male | 794 | 126 | 200 | 2959 | 349 |
| Female | 1876 | 303 | 223 | 4117 | 528 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| | | | | | |
| Online | 767 | 0 | 7 | N/A | 437 |
| In-Person | 1903 | 429 | 416 | N/A | 440 |

MEMO

DATE 4/4/2024

| TO | FROM | REGARDING |
|---|--|--|
| Jackson Village Board/Budget & Finance, Jackson Parks & Recreation Commission, Jen Keller, Village Administrator, Moore Construction, Zimmerman | Kelly Valentino, CPRP Jackson Parks & Recreation Director kelly.valentino@villageofjacksonwi.gov Phone Ext: (262) 677-9665 x113 | Jackson Community Center Expansion: Final Bid Review <i>April 9 – JPRC and Budget & Finance Meetings</i> <i>April 16 – Village Board Meeting</i> |

Last spring, the rough design and estimates were presented for the JCC expansion, and the project was approved to move into Phase II, which included the final design specs and bidding of the project. It has been a very busy year of narrowing down the project and defining all the details necessary to provide a quality addition, while keeping a very simple and cost responsible approach to create a building that will better serve the growing Jackson Community.

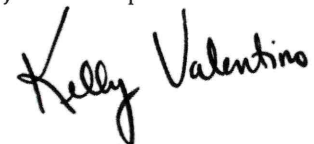
Moore Construction worked closely with Zimmerman Architectural Studios to provide detailed bid specs to gain the most competitive bids possible for the project. Included with this packet are the overall bid results and narrative.

Ehlers financial advisors have updated the Village’s Financial Management Plan to include the current bid numbers, as the JCC expansion was a part of the 2023 Financial Management Plan. The Financing Plan for this project will be presented at the Budget and Finance Committee meeting.

- Included with the Packet:**
- *Renderings of the east and west addition, secure front desk area and floor plan.*
 - *Moore Bid Documents (bid narrative, rejection & approval memo’s, project budget summary,)*
 - *Village of Jackson Resolution #24-07*
 - *Initial Expansion Feasibility Study*
 - *JPR Participation and User Data/Demographics*

Sample Motion: *This agenda item is for discussion and presentation purposes only. The following agenda item will necessitate a recommendation to approve or deny resolution 24-07 approving and denying bids for the 2024 Jackson Community Center Expansion Project.*

Thank you for helping to make Jackson a place to call HOME!



THANK YOU!

JCC Expansion Overview 12/23

Consultant

Project
 Jackson Community Center

Location
 1175 WISCONSIN HICKORY LANE
 JACKSON, WI 53021

Key Plan

OVERALL FIRST FLOOR PLAN

Scale
 3/32" = 1'-0"

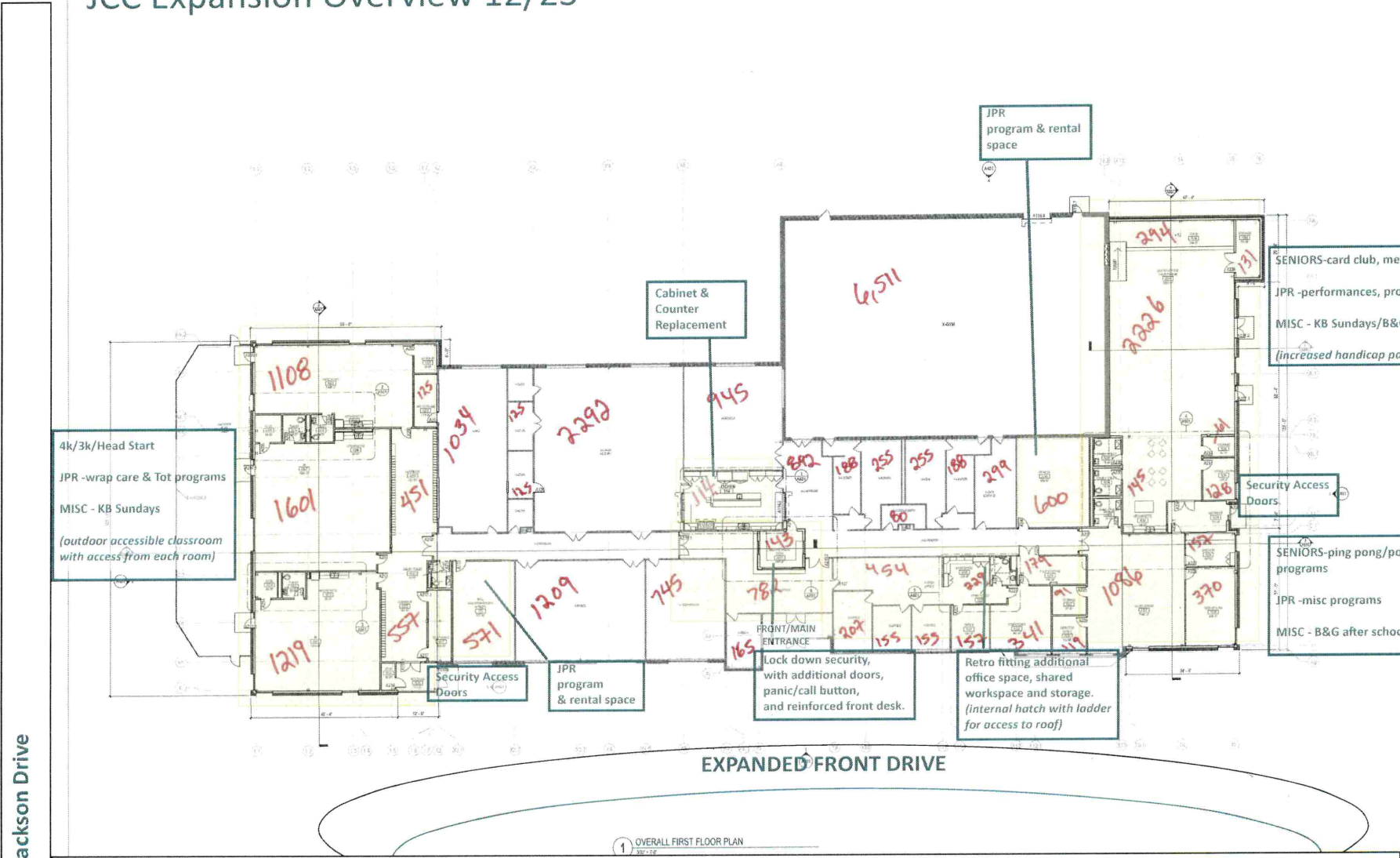
| No. | Date | Description |
|-----|------|-------------|
| | | |
| | | |
| | | |
| | | |

Date
 September 25, 2023

Project No.
 230026.00

Owner Proj. No.

Sheet No.
A100



Jackson Drive

Hickory Lane



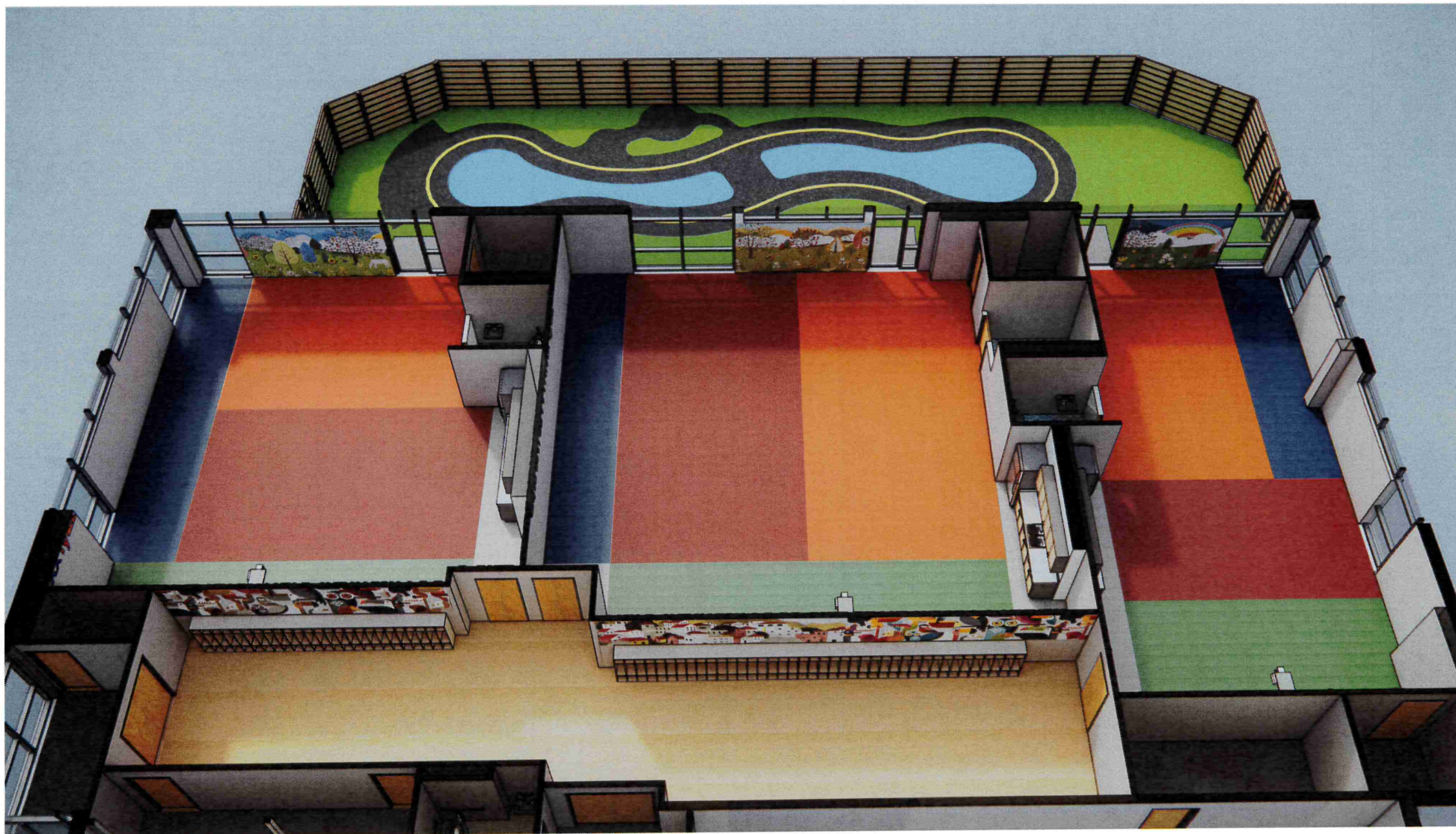
**Secure Front Desk Area;
Bullet resistant glass, additional lock down doors to hallways.**



**West Area;
Early Learning Classrooms/Tot Programs**



**West Area, (east to west view);
Early Learning Classrooms/Tot Programs**



**Southeast Area;
Senior games room/lounge, B&G offices**

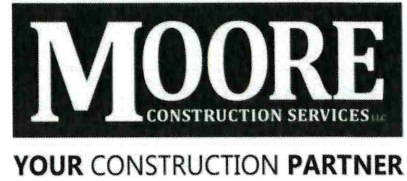


**Northeast Multipurpose/Auditorium Kitchenette;
Senior Meals, Senior Card Club, Performances, B&G, Kettlebrook**



**Northeast Multipurpose/Auditorium Stage;
Senior Meals, Senior Card Club, Performances, B&G, Kettlebrook**





March 29, 2024

Dear Village of Jackson Board,

Moore Construction Services (MCS), Construction Manager for the Village of Jackson, has received and reviewed all qualified bids submitted to the Village on February 20, 2024, for the proposed Village of Jackson Community Center expansion project. Based on our review of the proposals we recommend the following actions to the Village Board:

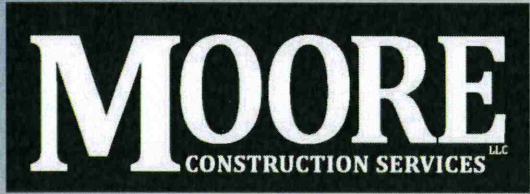
- Reject all submitted bids for contract #7 Roofing.
- Reject all submitted bids for contract #10 Aluminum Storefront Systems.

Both recommendations are based on the cost of the bids and availability of equivalent or similar performing building systems at a lower cost. Please feel free to contact Moore Construction Services with any questions or concerns.

Regards,

A handwritten signature in black ink, appearing to read "J. Kruchko", is positioned below the "Regards," text.

Jason M. Kruchko
Project Manager



YOUR CONSTRUCTION PARTNER



JACKSON COMMUNITY CENTER ADDITION

DESIGN/BUILD | CONSTRUCTION MANAGEMENT | GENERAL CONSTRUCTION

VILLAGE OF JACKSON

JACKSON COMMUNITY CENTER ADDITION

April 9, 2024

Village of Jackson
N168W19851 Main Street
Jackson, WI 53037

Village of Jackson Stakeholders,

Thank you for partnering with us to work with your project team and Zimmerman Architectural Studios to provide preconstruction services and conduct the public bidding of the addition for your Jackson Parks & Recreation Community Center. Below, please find our recommendation for the award of contract packages that were bid, a brief summary of the project scope, a breakdown of the contracts we are recommending to be awarded, and a list of the additional information that we are including for further reference.

RECOMMENDATION & CONTRACT BREAKDOWN

It is our recommendation that we award contracts to the low qualified bidders for the following contracts:

Public Bids Received February 20, 2024

- #1 Concrete
- #2 Concrete Flooring
- #3 Masonry
- #4 Metal Fabrications
- #5 Cold Formed Framing & Gypsum Board
- #6 General Trades & Carpentry
- #8 EIFS
- #9 Air Barrier
- #11 Safety Laminates
- #12 Tile & Flooring
- #13 Acoustical Ceiling Tile
- #14 Wall Coverings & Painting
- #17 Plumbing
- #18 HVAC
- #19 Electrical
- #20 Low Voltage
- #21 Earthwork
- #22 Pavement
- #23 Fencing

- #24 Landscaping & Retaining Wall
- #25 Utilities
- #28 Wood Floor Refinishing & Striping

Public Bids Received March 21, 2024

- #7 Roofing
- #10 Aluminum Storefront Systems
- #16 Fire Suppression
- #26 Artificial Surfacing

SUMMARY OF PROJECT SCOPE

Throughout the preconstruction process, we have worked with Zimmerman and the Village of Jackson project team to ensure the addition is designed to meet not only the current expansion and space needs, but also to allow for future use of the space as the Village continues to grow. We have refined the systems & construction needs of the project based on the design updates with a focus on the needs of the expanded spaces, incorporating deferred maintenance, and additional building security measures from our initial budgeting analysis from April of 2023.

The addition on the West side of the building includes three new classroom spaces with an expanded and adjoining exterior playground area accessible to each room, which now incorporates additional privacy fencing and a retaining wall to separate the space from the public sidewalk on Jackson Avenue. The East addition building height was raised to accommodate the many uses of the new multipurpose area. Attack rated and bullet resistant security laminate films were added to many of the buildings public access points to provide a strong level of security to the building. Exterior work includes a refined scope of utility work, as well as updated paving, landscaping, and a modest exterior façade upgrade to the building.

ATTACHMENTS

In addition to this recommendation and summary, please refer to the following documents:

- Bid sheet and contract summary
- Appendix of further information on bid scope
- Renderings of the project provided by Zimmerman Architectural Studios

Respectfully,

Jason Kruchko, Project Manager
Kevin Leonard, Project Engineer

Moore Construction Services, LLC
W146 N5650 Enterprise Avenue
Menomonee Falls, WI 53051

APPENDIX – CONTRACT SCOPE

JACKSON COMMUNITY CENTER ADDITION

April 9, 2024

Village of Jackson
N168W19851 Main Street
Jackson, WI 53037

Below is a table showing the contracts with positive cost deltas relative to the initial project budget presented in April of 2023. The primary driver of these cost deltas was due to the further refining of systems and project needs as we moved from the schematic design of the addition to the fully formed construction specifications, working in conjunction with the Village of Jackson project team and Zimmerman Architectural Studios. These updates to the project were made with a focus on the needs of the expanded spaces, incorporation of deferred maintenance, and adding additional building security measures. Following this table breakdown is a deeper dive into each of the contracts to highlight any cost changes that have occurred over the past year.

Table of Contracts Above April 2023 Costs, Descending Order

| Contract | Description | Delta | % Cumul. |
|----------|-----------------------------|------------|----------|
| 18 | HVAC | \$ 192,450 | 18% |
| 7 | ROOFING | \$ 159,444 | 32% |
| 11 | SAFETY LAMINATES | \$ 109,163 | 42% |
| 23 | FENCING | \$ 107,245 | 52% |
| 5 | COLD FORM FRAMING & GYP | \$ 94,932 | 60% |
| 4 | METAL FABRICATIONS | \$ 90,300 | 69% |
| 10 | ALUMINUM STOREFRONT SYSTEMS | \$ 73,387 | 75% |
| 25 | UTILITIES | \$ 62,034 | 81% |
| 8 | EIFS | \$ 43,288 | 85% |
| 14 | WALL COVERINGS AND PAINTING | \$ 31,685 | 88% |
| 17 | PLUMBING | \$ 31,500 | 91% |
| 12 | TILE AND FLOORING | \$ 22,821 | 93% |
| 22 | PAVEMENT | \$ 21,184 | 95% |
| 1 | CONCRETE | \$ 19,281 | 97% |
| 26 | ARTIFICIAL SURFACING | \$ 15,324 | 98% |
| 13 | ACOUSTICAL CEILING TILE | \$ 11,231 | 99% |
| 9 | AIR BARRIER | \$ 6,394 | 100% |
| 2 | CONCRETE FLOOR | \$ 2,999 | 100% |
| 16 | FIRE SUPPRESSION | \$ 1,767 | 100% |

Individual Contract Breakdown of Cost & Design Impact

1. **Concrete.** There have been moderate price increases in materials. The initial budget did not account for the items on the east side of the site including:
 - a. Concrete pad for trash enclosure
 - b. Concrete pad at the rear (north) of the building
 - c. A ramp and stairs are needed to accommodate the grade change between the parking lot and extended building.
2. **Concrete Floor** polishing was a lower budget scope of work (less than \$40K). A slight increase in the total area for concrete polish accounts for the increase of \$3,000.
3. **Masonry** was on budget (slightly less) due to no significant scope changes.
4. **Metal Fabrications** increased by 32% and can be mostly attributed to the number of railings needed for accessibility and safety on the east side of the building. Increased building height also added to the overall contract cost.
5. **Cold Formed Framing & Gypsum Board** increased by 32% and can be mostly attributed to the increase building heights necessary for a more functional activity space. The increased building height is necessary for better building functionality as a multi-purpose community building.
6. **General Trades & Carpentry** was within budget.
7. **Roofing** initial bids for Bituminous roofing were double the initial EPDM estimate. However, EPDM roofing was only \$60,000 less. After contacting the Garland Roofing Products consultant, we attribute the higher cost to increases in roofing materials particularly EPDM due to demand. The design using tapered insulation to achieve the roof slope also impacted this number.
8. **EIFS** was over and can be attributed to the increase in building height as the cost increase is proportional to the size increase. The budget is relatively small which makes the increase appear larger by percentage. Again, increased building height was meant to aid the building's functionality.
9. **Air Barrier** was over and can be attributed to the increase in building height as the cost increase is proportional to the size increase. The budget is relatively small which makes the increase appear larger by percentage.
10. **Aluminum Storefront Systems** was over by 46%. The large increase was caused by the addition of the *Safety Laminated* SOW which changed the standard

specifications of the window packages. The laminate requirements also deter companies from bidding on the contract to avoid liability exposure, resulting in a premium for the labor. We only received one bid on this contract, even after recruiting heavily.

11. **Safety Laminates** – This contract was initially given a budget of only \$10,000 as it was assumed that only the windows of the main lobby help desk would require added protection. The additional \$109,000 is attributed to the request to include bullet resistant and attack resistant glazing film in multiple areas of the building and not just the main desk.
12. **Tile and Flooring** was over by 19% and is attributed to updating the finishes from polished concrete in the new addition areas to LVT and other required resilient floorings during the design phase. Resilient flooring was added in the children’s classrooms and restrooms for durability and functionality. Larger areas of plain concrete floors were assumed in the original estimate.
13. **Acoustic Ceiling** was over by approximately 11% as more areas of the building were assumed to be open to structure (OTS).
14. **Wall Coverings and Paint** was over and is partially attributed increased building height and recent increase in labor costs.
15. **Window Treatments** – Removed from project scope.
16. **Fire Suppression** was at the approximate budget. We did need to rebid this project due to no bids on the 1st round. This is a very busy industry currently.
17. **Plumbing** was over due to slight differences in design and material assumptions. A portion of the concrete demo and reinstallation work was also incorporated into this contract.
18. **HVAC** increased significantly due to recent labor and equipment cost increases. An additional RTU was also required for the HVAC design and added to the scope of work. There was good coverage for this contract, and we reached out to our subcontractor that indicated that costs have risen more than expected in the last 12 months. MCS did not expect such a drastic increase in the cost for this contract.
19. **Electrical** was within budget. There are no large pieces of equipment to be ordered or labor complexities.
20. **Low Voltage** is also within budget.

21. **Earthwork** was within budget. Any added contract costs would be picked up in Utilities and Pavement.
22. **Pavement.** There was very little pavement in the original plan set. Required changes to the east parking lot increased this budget, which was very small to begin with.
23. **Fencing** increased due to the required increase in size of the outdoor playground and the specification of more durable fencing materials. A trash enclosure was also not considered in the initial budget estimate but was determined to be required after the dumpster location needed to be relocated during design.
24. **Landscape and Retaining Wall** was within budget.
25. **Utilities** cost increased after the civil plans were developed in detail during design updated and indicated that additional stormwater and plumbing laterals would be needed, than what was initially estimated.
26. **Artificial Surfacing** increased in proportion to the required increase in playground size. The playground size increased to accommodate the number of children anticipated on the west side of the building.
27. **Playground Equipment** was removed from project scope.
28. **Wood Floor Refinishing** was within budget.

The majority of significant budget overage are grouped into three groups:

- **Market Cost Increases** in **Roofing** and **HVAC** attributed to **37%** of the cost increase.
- **Expanded System Needs & Deferred Maintenance** of necessary items identified during the design phase for a better functioning multipurpose building (building height and secure exterior child play area) attributed to **26%** of the cost increase. The affected contracts were **Fencing, Cold Formed Frame & Gyp, EIFS, Air Barrier, Metal Fabrications, and HVAC.**
- **Building Safety Features** scope additions, associated with **Safety Laminates** and **Aluminum Storefront Systems** attributed to **17%** of the cost increase.

The remaining 18% of cost increases can be attributed to Market and Minor Scope Increases.



YOUR CONSTRUCTION PARTNER

JACKSON COMMUNITY CENTER

04/09/24

| Contract # | Contract Name | Description | Contractor | COST |
|---|--|--------------------|-------------------------------------|--------------------|
| 1 | Concrete | | Mike Koenig Construction Co., Inc. | \$321,000 |
| 2 | Concrete Floor | | L&A Crystal | \$11,945 |
| 3 | Masonry | | Edgar J Prager & Sons, Inc. | \$168,168 |
| 4 | Metal Fabrications | | Cardinal Fabricating Corp. | \$375,000 |
| 5 | Cold Formed Framing & Gypsum Board | | Common Links Construction | \$387,450 |
| 6 | General Trades & Carpentry | | JC Building Systems | \$514,151 |
| 7 | Roofing | | M.M. Schranz Roofing, Inc. | \$359,800 |
| 8 | EIFS | | Applewood Plastering Services, Inc. | \$93,724 |
| 9 | Air Barrier | | Masterfoam | \$43,600 |
| 10 | Aluminum Storefront Systems | | Corcoran Glass LLC | \$249,987 |
| 11 | Safety Laminates | | Safe Haven Defense | \$119,163 |
| 12 | Tile & Flooring | | Carpet Service International | \$140,417 |
| 13 | Acoustical Ceiling Tile | | Advantage Acoustical | \$114,776 |
| 14 | Wall Coverings & Painting | | Blair Commercial Painting | \$81,230 |
| 16 | Fire Suppression | | Blair Fire Protection | \$51,000 |
| 17 | Plumbing | | Braden Plumbing, Inc. | \$203,500 |
| 18 | HVAC | | Sure-Fire, Inc. | \$498,750 |
| 19 | Electrical | | Nelco Electric | \$281,300 |
| 20 | Low Voltage | | Circle Electric, Inc. | \$109,295 |
| 21 | Earthwork | | Ridge Excavating | \$145,082 |
| 22 | Pavement | | Payne & Dolan, Inc. | \$54,880 |
| 23 | Fencing | | Century Fence Company | \$143,245 |
| 24 | Landscaping & Retaining Wall | | All-Ways Contractors, Inc. | \$49,779 |
| 25 | Utilities | | Joe DeBelak Plumbing & Heating Co. | \$112,534 |
| 26 | Artificial Surfacing | | Northland Recreation LLC | \$41,086 |
| 28 | Wood Floor Refinishing & Striping | | Baseman Bros. | \$20,387 |
| Subtotal | | | | \$4,691,249 |
| | | General Conditions | | \$311,992 |
| | | Building Permit | | \$9,264 |
| | | Performance Bond | | \$54,000 |
| Subtotal | | | | \$5,066,505 |
| Construction Management Fees | | | | |
| | Construction Management Fee | | 6.0% | \$303,990 |
| | Libability Insurance | | 0.85% | \$43,065 |
| | Contingency | | 5% | \$253,325 |
| Total Costs | | | | \$5,666,886 |
| OTHER ITEMS NOT INCLUDED ABOVE | | | | |
| | Testing Services; Soils & Concrete Allowance | | | \$10,000 |
| | Soil Borings Allowance | | | \$5,000 |
| DESIGNER COST | | | | |
| | Architectural & Engineering Fees | | | \$283,874 |
| TOTAL PROJECT COSTS | | | | \$5,965,760 |
| Exclusions | | | | |
| - City Assessment & Impact Fees | | | | |
| - Hazardous Material Abatement , If Any | | | | |
| - WE Energies Charges | | | | |

JACKSON PARKS & RECREATION



JACKSON COMMUNITY CENTER EXPANSION FEASIBILITY REPORT



Building Overview



April 8, 2008

GROTH
DESIGN
GROUP

Jackson Community Center

JACKSON, WISCONSIN

May 26, 2022

OVERVIEW

The ultimate purpose of this report is to be approved to go out for RFP for the Design & Bid of the Jackson Community Center Expansion Project.

The Joint Parks & Recreation Dept. was formed in 2001 in a collaborative effort with the Village of Jackson, Town of Jackson and the Boys & Girls Club of Washington County (BGC). From 2001 to 2008, the department held programs and events in the local churches, schools and Village/Town Halls. It became very clear early on that a designed space was needed to serve the community properly.

In the fall of 2008, there was a ground-breaking for the construction of the new Jackson Community Center (JCC). This brought with it new partners in the Washington County Aging & Disability Resource Center (ADRC) and Kettlebrook Church (KC). And then eventually even included the West Bend School District (WBSD).

NEEDS ASSESSMENT

It became very clear, that the space was very much needed for the Community as a whole. The JCC soon became the "hub" for the Jackson. As the growth and revenue continue to grow so do the expectations and space requirements.

Most people in the Community that utilize the JCC witness the stresses of the rooms with multiple room uses. Examples are strong with our Early Learning Programs, where the Head Start Program uses the Art Room, and 3K uses the meeting room and Adult Lending Library. The 4K space also hosts many fitness programs in the evening including Yoga and Pilates. We are in a constant state of reshuffling the senior meal program from the Gathering Hall to accommodate meetings and other programs. This list could go on and on and on!

In 2016, the Village contracted with Cedar Corporation to complete a Space Needs Analysis for all Village Departments. The JCC was included in the analysis. Included is the summary page and below is the segment on the Parks & Recreation Department from that document:

"Parks & Recreation Department"

While the Community Center and the Parks and Recreation Department are not a focus of this analysis, we feel that it is important to note this group. The Community Center, as for mentioned, is out of space for the current programming they are offering to the public. In the event of relocating the Police Department, it could be considered to add additional Community Center function space within the existing Village facilities. This could also be considered along with a town square or event center that could become a focal point for the community and hold events such as Action in Jackson, Music in the Park, Sprecher Beer Garden and other community functions.

The Parks & Recreation Department is located at the Community Center at N165 W20330 Hickory Lane near the intersection of Hickory Lane and Jackson Drive and Hickory Lane Park. The Community Center was built in 2010 to house the Park & Recreation Department, Boys & Girls Club, Early Childhood Center, Senior Meals, and many other events. With the large number of events and functions of the 26,000 square foot Community Center, staff is forced to use

spaces as multi-function spaces which were not originally designed for. With the addition of the 4K contract with the West Bend School District, it has become apparent that the Community Center is expanding its services to the community and is out of space.

In summary, additional consideration for future Community Center expansion and programing should be considered. The current facilities are utilized to and in some periods over their capacity.”

In the fall of 2019, the JPR Director met with the BGC Executive Director and the Pastor of the KC. The meeting was called by the (2) partner groups, and the topic was potential expansion. Discussions happened with the Village Administrator at the time and the JPR Director to explore if this would be something to continue discussing, and it was strongly felt that it was at the time. In February of 2020, the original team reconvened to discuss the concept deeper and identify what each group was envisioning. We got as far as an extremely preliminary design concept (included) with the help of Jim Blise and Design2Construct, who were the project managers for the construction of the JCC in 2008. Things were moving forward internally and then the COVID Pandemic hit, which brought the forward motion to a halt. It's definitely time to get back to it!

DESIGN SUMMARY

Several key needs were incorporated into that preliminary design. From KC, the most important was an auditorium type space with a stage and large storage areas that would be used for services and also considered “shared” space with the JCC as a whole. From the BGC, a separate and secured entrance area on the west portion of the building, which included their private office space and storage. The KC, BGC and JPR agreed (2) Family Type Restrooms were needed on the west end of the building. In addition to the restroom addition the JPR also identified the need to expand the fitness center along the gym and create an additional program space was needed. In addition, converting what is now being used for the BGC Teen Room back to a general meeting room and moving the adult lending library to that space would allow for the “Technology Room” to be converted to an early learning center (which is currently being used for the 3K during the day and meetings and library in the evenings). The project would allow for the finishing of the administrative office area, creating separate offices and file areas. Also included in the JPR discussion was incorporating the needed repairs and maintenance of an aging building. For example, painting of the exterior, which is discoloring and molding, carpet replacement, kitchen cabinet replacement (most are falling off the hinges). And most importantly, redesigning the front desk area to be a secured and safe space for staff.

Although, these key needs were discussed, it would take more detailed analysis to define exactly what the expansion would look like. However, this gives us a pretty good start with some very good stakeholder feedback and input.

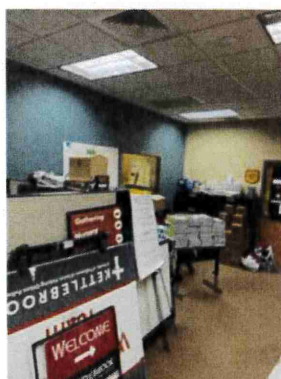
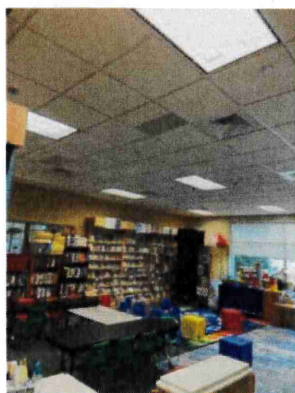
ECONOMICS

This project is a continued investment in quality of life in Jackson. In the last Parks, Recreation & Open Space Plan a survey was conducted and when asked in Question #5 to prioritize the need for amenities (JCC, Splash Park, Playgrounds, Walking/Hiking Trails, Biking Trails, Paved Trails, Sports Fields, Farmer’s

Market, Dog Park, Pavilions, and Main Street Beautification), the highest rated with 265 responses (out of 268) and a 77.74% rating was the Jackson Community Center.

The funding of the expansion would most likely be the responsibility of the Village. There may be opportunities for contributions from partner groups. What that would look like, would need to be further discussed during the Design & Bid phases.

In 2019, along with the design concepts, D2C provided a rough estimate. The estimate came in at \$1,343,071 and when you add in the owner costs it jumped to approx. \$1,643,071, and then when you estimate building repairs and replacements, we were looking at a total of \$2 million. It's safe to assume that since 2019, these costs have all increased. But we won't know until we go out for formal Design & Bid.



Thank You

Jackson Parks & Recreation
N165 W20330 Hickory Lane
Jackson, WI 53037
(262) 677-9665
parkrec@villageofjacksonwi.gov



MEMO

DATE 4/1/2024

| TO | FROM | REGARDING |
|---|--|-----------------------------------|
| Jackson Village Board Jackson Parks & Recreation Commission Jen Keller, Village Administrator | Kelly Valentino, CPRP Jackson Parks & Recreation Director kelly.valentino@villageofjacksonwi.gov Phone Ext: (262) 677-9665 x113 | JPR Participation & Usage Data |

Cc: Jessica Loomans, Renee Fisher

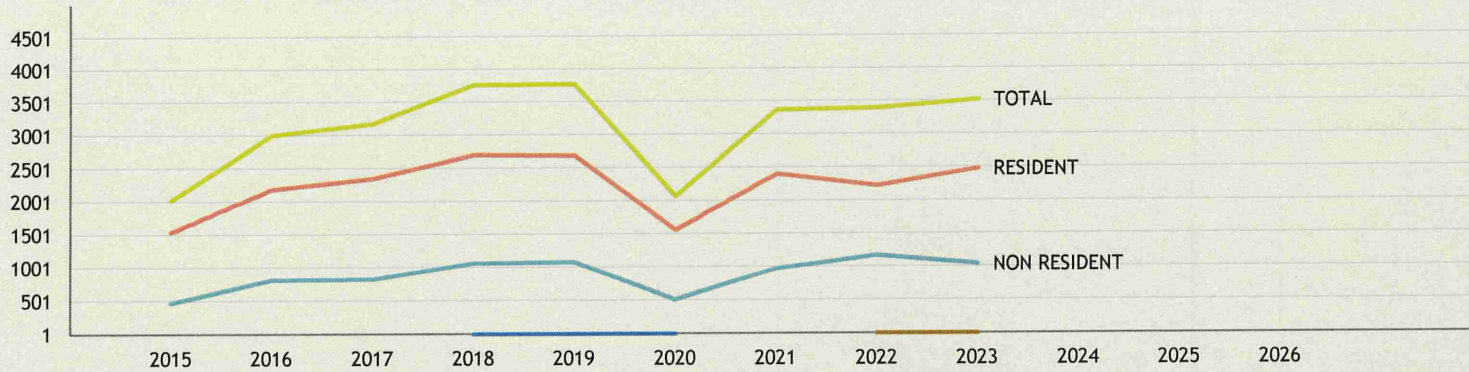
Attached please find data and demographic information as gathered from RecDesk, the Jackson Parks & Recreation software. The numbers in the graph represent the annual totals (2015-2023) of program registrations, building/shelter reservations and fitness center memberships combined.

It is important to note that it does not include participants in special events where registration is not required, partner programs where we do take registrations ie: WBSD 4K and Head Start. As well as the many community members that benefit from the following partner groups Boys & Girls Club, the ADRC programs including Senior Meals on Wheels and Kettlbrook Church. These would make the numbers even greater.



THANK YOU!

Jackson Parks & Recreation Participation Data Report/RecDesk



NOTES:
Includes Registrations, Reservations and Memberships. *Does NOT include participation numbers for partner program usage (WBSD, B&G, Kettlebrook, ADRC-Meals on Wheels and Special Events.)*

| REGION | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | TOTAL | Label |
|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|------|------|------|--------------|--------------------|
| RESIDENT | 1545 | 2189 | 2350 | 2703 | 2689 | 1558 | 2402 | 2224 | 2480 | | | | 20140 | RESIDENT (72%) |
| NON RESIDENT | 473 | 813 | 823 | 1063 | 1080 | 511 | 971 | 1173 | 1042 | | | | 7949 | NON RESIDENT (28%) |
| TOTAL | 2018 | 3002 | 3173 | 3766 | 3769 | 2069 | 3373 | 3397 | 3522 | | | | 28089 | |

Duplicatio Issues COVID Town Non Began To Residents Preauthorize Residency



3/7/2024

RecDesk 2015
ORGANIZATION ACTIVITY REPORT
From 1/1/2015 to 12/31/2015

***First Year with RecDesk, transferring files from ActiveNet.**

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 1583 | 104 | 331 | 1707 | 6438 |
| Resident | 1149 | 84 | 312 | 1687 | 4551 |
| Non-Resident | 434 | 20 | 19 | 20 | 1886 |
| No Residency Set | 0 | 0 | 0 | 0 | 1 |
| < 18 | 520 | 0 | 13 | 6 | 872 |
| 18 - 65 | 675 | 75 | 223 | 838 | 4551 |
| 65+ | 248 | 11 | 93 | 863 | 822 |
| Male | 698 | 29 | 148 | 894 | 2516 |
| Female | 885 | 75 | 183 | 813 | 3922 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 282 | 0 | 0 | N/A | 239 |
| In-Person | 1301 | 104 | 331 | N/A | 6199 |

RecDesk 2016
ORGANIZATION ACTIVITY REPORT
From 1/1/2016 to 12/31/2016

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|----------------------|---------------------|--------------------|------------------|-------------------------|
| All | 2439 | 244 | 319 | 3351 | 1209 |
| Resident | 1700 | 199 | 290 | 3288 | 747 |
| Non-Resident | 739 | 45 | 29 | 63 | 462 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 576 | 1 | 15 | 48 | 213 |
| 18 - 65 | 990 | 141 | 208 | 1312 | 418 |
| 65+ | 387 | 49 | 89 | 1975 | 102 |
| Male | 947 | 72 | 139 | 1673 | 477 |
| Female | 1492 | 172 | 180 | 1678 | 732 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 314 | 0 | 0 | N/A | 273 |
| In-Person | 2125 | 244 | 319 | N/A | 936 |

RecDesk 2017
ORGANIZATION ACTIVITY REPORT
From 1/1/2017 to 12/31/2017

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 2409 | 250 | 518 | 6411 | 1064 |
| Resident | 1683 | 184 | 483 | 6030 | 664 |
| Non-Resident | 726 | 62 | 35 | 380 | 400 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 637 | 0 | 20 | 39 | 262 |
| 18 - 65 | 900 | 158 | 274 | 2240 | 403 |
| 65+ | 461 | 40 | 207 | 4070 | 104 |
| Male | 901 | 77 | 235 | 3155 | 434 |
| Female | 1508 | 169 | 283 | 3255 | 630 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 505 | 0 | 0 | N/A | 467 |
| In-Person | 1904 | 246 | 518 | N/A | 597 |

RecDesk 2018
ORGANIZATION ACTIVITY REPORT
From 1/1/2018 to 12/31/2018

***Experienced Dublication Issues**

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 3154 | 225 | 388 | 6001 | 1084 |
| Resident | 2179 | 174 | 350 | 5488 | 671 |
| Non-Resident | 975 | 50 | 38 | 513 | 413 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 648 | 0 | 13 | 15 | 263 |
| 18 - 65 | 1071 | 128 | 180 | 1399 | 361 |
| 65+ | 686 | 29 | 187 | 4563 | 87 |
| Male | 1104 | 71 | 167 | 3003 | 404 |
| Female | 2050 | 153 | 221 | 2998 | 680 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 547 | 0 | 0 | N/A | 527 |
| In-Person | 2607 | 224 | 388 | N/A | 557 |

RecDesk 2019
ORGANIZATION ACTIVITY REPORT
From 1/1/2019 to 12/31/2019

***Experienced Duplication Issues**

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 3085 | 232 | 452 | 6767 | 980 |
| Resident | 2095 | 176 | 418 | 6410 | 628 |
| Non-Resident | 990 | 56 | 34 | 357 | 352 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 680 | 0 | 11 | 42 | 196 |
| 18 - 65 | 865 | 126 | 242 | 1720 | 334 |
| 65+ | 913 | 28 | 188 | 4986 | 124 |
| Male | 1151 | 70 | 200 | 3201 | 399 |
| Female | 1934 | 162 | 252 | 3566 | 581 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 677 | 0 | 1 | N/A | 453 |
| In-Person | 2408 | 232 | 451 | N/A | 527 |

RecDesk 2020
ORGANIZATION ACTIVITY REPORT
From 1/1/2020 to 12/31/2020

COVID - Allowed time to correct duplication issues in 2018 & 2019

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 1636 | 155 | 278 | 3660 | 622 |
| Resident | 1194 | 114 | 250 | 3363 | 424 |
| Non-Resident | 442 | 41 | 28 | 294 | 198 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 394 | 1 | 13 | 22 | 176 |
| 18 - 65 | 515 | 99 | 152 | 942 | 251 |
| 65+ | 471 | 11 | 104 | 2632 | 74 |
| Male | 617 | 47 | 114 | 1798 | 266 |
| Female | 1019 | 108 | 164 | 1859 | 356 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 475 | 0 | 1 | N/A | 369 |
| In-Person | 1161 | 155 | 277 | N/A | 253 |

RecDesk 2021
ORGANIZATION ACTIVITY REPORT
From 1/1/2021 to 12/31/2021

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 2720 | 253 | 400 | 5030 | 1243 |
| Resident | 1855 | 186 | 361 | 4507 | 796 |
| Non-Resident | 865 | 67 | 39 | 523 | 447 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 850 | 0 | 27 | 21 | 399 |
| 18 - 65 | 847 | 143 | 230 | 1716 | 528 |
| 65+ | 568 | 26 | 136 | 3272 | 79 |
| Male | 986 | 81 | 158 | 2285 | 478 |
| Female | 1734 | 172 | 242 | 2745 | 765 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 1064 | 0 | 2 | N/A | 840 |
| In-Person | 1656 | 253 | 398 | N/A | 403 |

RecDesk 2022
ORGANIZATION ACTIVITY REPORT
From 1/1/2022 to 12/31/2022

***Town Residents became Non-Residents in May of 2022**

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|-------------------------|---------------|--------------|-------------|-----------|------------------|
| All | 2634 | 336 | 427 | 5695 | 967 |
| Resident | 1602 | 237 | 385 | 5098 | 540 |
| Non-Resident | 1032 | 99 | 42 | 597 | 427 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 518 | 0 | 31 | 91 | 219 |
| 18 - 65 | 806 | 175 | 266 | 1626 | 393 |
| 65+ | 718 | 28 | 118 | 3913 | 92 |
| Male | 956 | 101 | 180 | 2553 | 365 |
| Female | 1678 | 235 | 247 | 3142 | 602 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 700 | 0 | 2 | N/A | 536 |
| In-Person | 1934 | 336 | 425 | N/A | 431 |

RecDesk 2023

ORGANIZATION ACTIVITY REPORT

From 1/1/2023 to 12/31/2023

**Most accurate year after implementing "pre-approval" for new patrons to confirm residency*

| | Registrations | Reservations | Memberships | Check-Ins | Profiles Created |
|------------------|---------------|--------------|-------------|-----------|------------------|
| All | 2670 | 431 | 423 | 7076 | 877 |
| Resident | 1844 | 272 | 364 | 6237 | 500 |
| Non-Resident | 826 | 157 | 59 | 839 | 377 |
| No Residency Set | 0 | 0 | 0 | 0 | 0 |
| < 18 | 489 | 2 | 16 | 132 | 182 |
| 18 - 65 | 949 | 203 | 211 | 1893 | 340 |
| 65+ | 823 | 59 | 178 | 4942 | 81 |
| Male | 794 | 126 | 200 | 2959 | 349 |
| Female | 1876 | 303 | 223 | 4117 | 528 |
| Other Genders | 0 | 0 | 0 | 0 | 0 |
| Online | 767 | 0 | 7 | N/A | 437 |
| In-Person | 1903 | 429 | 416 | N/A | 440 |



MEMO

TO: Brian Heckendorf, Village President; Board of Trustees

FROM: Jen Keller, Village Administrator

RE: Updated Financing Plan – 2024 Jackson Community Center Expansion Project

DATE: April 12, 2024

Background: At the April 9th, 2024, Budget and Finance Committee meeting, Staff and Ehlers Financial Advisors brought forward a possible financing plan for the Jackson Community Center 2024 Expansion Project. In that discussion, the committee reviewed information that led them to direct Staff and Ehlers to explore financing options that applied cash to the plan. As of the time this memo was authored, the updated financial plan is in its final stages of completed, thus preliminary packet materials from the meeting of April 9th are attached, and the updated financing plan attachment is forthcoming. Staff hope to share those materials prior to the Meeting on April 16th. Advisor Ariana Schmidt from Ehlers will join us at the meeting to provide details of options provided by Ehlers and Staff to the Board and to answer questions that may be asked as well.

Potential Motion:

Motion to accept financing plan (A or B) for the 2024 Jackson Community Center Expansion Project and to direct Ehlers and Staff to pursue General Obligation Notes.

Attached:

1. 2024 Preliminary Financing Plan – April 9, 2024
2. Updated 2024 Financing Plan (forthcoming)



Village of Jackson, WI
2024 Preliminary Financing Plan
Community Center Project

April 9, 2024 Village Board Meeting

Why are we here?

- Village received bids on projects
 - ✓ Update 2024 Financing Plan from 2023 FMP
 - ✓ Review Impacts of Financing Plan
 - Debt Service Levy & Tax Rate Impact
 - GO Debt Capacity
 - Look at big picture future financing plan
 - ✓ Discuss possible cash use
 - ✓ Establish Timeline for Financing

Sources and Uses

- 184k of cash from additional CP Fund Levy from outcome of 2023 FMP
- Could use more cash from CP Fund Transfer from TID #4
 - ✓ More on this later...

| | | 2024 | |
|--------------------------------------|-----------------------------------|------------------|--------------------------|
| | | G.O. Notes | JCC Bldg. (Levy) Portion |
| CIP Projects¹ | | | |
| | Jackson Community Center | 5,956,885 | 5,956,885 |
| | Subtotal Project Costs | 5,956,885 | 5,956,885 |
| Less Other Available Revenues | | | |
| | Cash Available | (184,000) | (184,000) |
| | Net Borrowing Requirement | 5,772,885 | 5,772,885 |
| Estimated Issuance Expenses | | 169,838 | 169,838 |
| | Municipal Advisor (Ehlers) | 35,300 | 35,300 |
| | Bond Counsel | 25,000 | 25,000 |
| | Disclosure Counsel | 17,500 | 17,500 |
| | Rating Fee | 18,000 | 18,000 |
| | Maximum Underwriter's Discount | 12.50 | 73,188 |
| | Paying Agent | 850 | 850 |
| | Subtotal Issuance Expenses | 169,838 | 169,838 |
| TOTAL TO BE FINANCED | | 5,942,723 | 5,942,723 |
| | Estimated Interest Earnings | 4.96% | (91,420) |
| | Assumed spend down (months) | 6 | (91,420) |
| | Rounding | 3,697 | 3,697 |
| NET BOND SIZE | | 5,855,000 | 5,855,000 |

GO Notes Levy Impact

- Structure
 - ✓ around existing debt
 - ✓ Minimize tax impact while maintaining attractive maturities and future capacity for potential future debt
 - ✓ Leave capacity for future borrowings
- Results on next slide

| Year Ending | Existing Debt | | | Proposed Debt | | | | | | Year Ending |
|-------------|-----------------------|--------------------------|-----------------------------|--|-----------------------------|-----------------------------|---------------------------------|-----------------------------|---------------------------------------|-------------|
| | Net Debt Service Levy | Actual Debt Service Levy | Change From Prior Year Levy | 2024 G.O. Notes | Debt Service Levy | | Taxes | | | |
| | | | | 5,855,000 Dated: 7/3/2024 Total Prin. and Int. | Total Net Debt Service Levy | Levy Change from Prior Year | Total Tax Rate for Debt Service | Annual Taxes \$300,000 Home | Annual Taxes Difference From Existing | |
| 2024 | 1,408,782 | 1,545,217 | | 0 | 1,545,217 | | \$1.42 | \$426 | \$0 | 2024 |
| 2025 | 1,387,876 | | (157,341) | 360,974 | 1,748,850 | 203,633 | \$1.53 | \$459 | \$95 | 2025 |
| 2026 | 1,382,085 | | (5,791) | 255,809 | 1,637,893 | (110,957) | \$1.30 | \$390 | \$61 | 2026 |
| 2027 | 1,326,777 | | (55,308) | 309,835 | 1,636,612 | (1,281) | \$1.24 | \$371 | \$70 | 2027 |
| 2028 | 1,269,920 | | (56,857) | 307,910 | 1,577,830 | (58,782) | \$1.14 | \$341 | \$66 | 2028 |
| 2029 | 1,043,345 | | (226,575) | 473,100 | 1,516,445 | (61,385) | \$1.04 | \$312 | \$97 | 2029 |
| 2030 | 781,645 | | (261,700) | 514,552 | 1,296,197 | (220,248) | \$0.85 | \$254 | \$101 | 2030 |
| 2031 | 821,528 | | 39,883 | 500,274 | 1,321,801 | 25,604 | \$0.79 | \$237 | \$90 | 2031 |
| 2032 | 814,960 | | (6,568) | 495,995 | 1,310,954 | (10,847) | \$0.75 | \$224 | \$85 | 2032 |
| 2033 | 807,963 | | (6,997) | 491,112 | 1,299,075 | (11,880) | \$0.70 | \$211 | \$80 | 2033 |
| 2034 | 800,308 | | (7,654) | 485,546 | 1,285,854 | (13,221) | \$0.66 | \$199 | \$75 | 2034 |
| 2035 | 795,467 | | (4,841) | 479,707 | 1,275,174 | (10,680) | \$0.63 | \$188 | \$71 | 2035 |
| 2036 | 790,109 | | (5,358) | 473,326 | 1,263,435 | (11,740) | \$0.59 | \$177 | \$66 | 2036 |
| 2037 | 784,226 | | (5,883) | 466,201 | 1,250,427 | (13,007) | \$0.56 | \$167 | \$62 | 2037 |
| 2038 | 777,813 | | (6,414) | 458,434 | 1,236,246 | (14,181) | \$0.52 | \$157 | \$58 | 2038 |
| 2039 | 750,711 | | (27,102) | 454,820 | 1,205,531 | (30,715) | \$0.49 | \$146 | \$55 | 2039 |
| 2040 | 454,975 | | (295,736) | 503,910 | 958,885 | (246,646) | \$0.37 | \$110 | \$58 | 2040 |
| 2041 | 0 | | (454,975) | 651,746 | 651,746 | (307,139) | \$0.24 | \$71 | \$71 | 2041 |
| 2042 | 0 | 0 | 0 | 629,506 | 629,506 | (22,241) | \$0.22 | \$66 | \$66 | 2042 |
| 2043 | 0 | 0 | 0 | 615,755 | 615,755 | (13,751) | \$0.20 | \$61 | \$61 | 2043 |
| 2044 | 0 | 0 | 0 | 590,468 | 590,468 | (25,288) | \$0.19 | \$56 | \$56 | 2044 |
| 2045 | 0 | 0 | 0 | 0 | 0 | (590,468) | \$0.00 | \$0 | \$0 | 2045 |
| Total | 16,198,489 | | | 9,518,977 | | | | | \$ 1,444,084 | Total |

GO Debt Capacity post 2024 issuance

- Generally, 50% of limit is viewed as healthy for rated communities therefore this plan allows for healthy GO debt capacity

| Proposed Debt | | | | | | |
|-----------------|--|-------------------------|-------------------|-----------------------------|-------------------|-------------|
| 2024 G.O. Notes | Combined Principal Existing & Proposed | Statutory Limit (5% EV) | | Recommended Limit (2.5% EV) | | Year Ending |
| | | % of Limit | Residual Capacity | % of Limit | Residual Capacity | |
| | \$19,860,899 | 34% | \$39,243,781 | 67% | \$9,691,441 | 2023 |
| 5,855,000 | \$24,288,587 | 39% | \$37,844,092 | 78% | \$6,777,752 | 2024 |
| 5,855,000 | \$22,829,893 | 35% | \$42,485,912 | 70% | \$9,828,009 | 2025 |
| 5,855,000 | \$21,318,713 | 31% | \$47,343,293 | 62% | \$13,012,290 | 2026 |
| 5,800,000 | \$19,743,171 | 27% | \$52,436,467 | 55% | \$16,346,648 | 2027 |
| 5,745,000 | \$18,175,000 | 24% | \$57,702,480 | 48% | \$19,763,740 | 2028 |
| 5,520,000 | \$16,745,000 | 21% | \$63,019,768 | 42% | \$23,137,384 | 2029 |
| 5,245,000 | \$15,490,000 | 18% | \$70,302,386 | 36% | \$27,406,193 | 2030 |
| 4,975,000 | \$14,175,000 | 16% | \$76,012,625 | 31% | \$30,918,813 | 2031 |
| 4,700,000 | \$12,840,000 | 14% | \$81,968,038 | 27% | \$34,564,019 | 2032 |
| 4,420,000 | \$11,495,000 | 12% | \$88,170,159 | 23% | \$38,337,580 | 2033 |
| 4,135,000 | \$10,140,000 | 10% | \$94,631,116 | 19% | \$42,245,558 | 2034 |
| 3,845,000 | \$8,765,000 | 8% | \$101,373,657 | 16% | \$46,304,329 | 2035 |
| 3,550,000 | \$7,375,000 | 6% | \$108,406,183 | 13% | \$50,515,592 | 2036 |
| 3,250,000 | \$5,970,000 | 5% | \$115,742,782 | 10% | \$54,886,391 | 2037 |
| 2,945,000 | \$4,525,000 | 4% | \$123,423,263 | 7% | \$59,449,132 | 2038 |
| 2,630,000 | \$3,080,000 | 2% | \$131,423,195 | 5% | \$64,171,598 | 2039 |
| 2,250,000 | \$2,250,000 | 2% | \$139,143,943 | 3% | \$68,446,972 | 2040 |
| 1,700,000 | \$1,700,000 | 1% | \$146,937,713 | 2% | \$72,618,856 | 2041 |
| 1,145,000 | \$1,145,000 | 1% | \$155,107,588 | 1% | \$76,981,294 | 2042 |
| 575,000 | \$575,000 | 0% | \$163,682,582 | 1% | \$81,553,791 | 2043 |
| 0 | \$0 | 0% | \$172,672,681 | 0% | \$86,336,310 | 2044 |

Future: 2024-2030 CIP

- 2023 FMP indicated 12.2M of borrowing for 2025-2030
- Given this amount of borrowing it is hard to maintain level DS Levy
 - ✓ There may be options....

| | | Proposed Debt | | | Year Ending |
|-----------------------------|-----------------------------|---------------------------------|-----------------------------|---------------------------------------|-------------|
| Debt Service Levy | | Taxes | | | |
| Total Net Debt Service Levy | Levy Change from Prior Year | Total Tax Rate for Debt Service | Annual Taxes \$300,000 Home | Annual Taxes Difference From Existing | |
| 1,545,217 | | \$1.42 | \$426 | \$0 | 2024 |
| 1,748,850 | 203,633 | \$1.53 | \$459 | \$95 | 2025 |
| 1,908,266 | 159,416 | \$1.51 | \$454 | \$125 | 2026 |
| 2,141,696 | 233,430 | \$1.62 | \$485 | \$185 | 2027 |
| 2,269,953 | 128,257 | \$1.63 | \$490 | \$216 | 2028 |
| 2,314,366 | 44,413 | \$1.59 | \$476 | \$261 | 2029 |
| 2,311,588 | (2,778) | \$1.51 | \$453 | \$300 | 2030 |
| 2,311,949 | 362 | \$1.38 | \$414 | \$267 | 2031 |
| 2,288,091 | (23,858) | \$1.30 | \$391 | \$251 | 2032 |
| 2,287,162 | (929) | \$1.24 | \$372 | \$240 | 2033 |
| 2,258,764 | (28,398) | \$1.17 | \$350 | \$226 | 2034 |
| 2,257,267 | (1,497) | \$1.11 | \$333 | \$216 | 2035 |
| 2,228,721 | (28,547) | \$1.04 | \$312 | \$201 | 2036 |
| 2,227,463 | (1,257) | \$0.99 | \$297 | \$192 | 2037 |
| 2,193,718 | (33,746) | \$0.93 | \$278 | \$180 | 2038 |
| 2,191,446 | (2,272) | \$0.88 | \$265 | \$174 | 2039 |
| 2,091,657 | (99,789) | \$0.80 | \$241 | \$188 | 2040 |
| 2,086,988 | (4,669) | \$0.76 | \$229 | \$229 | 2041 |
| 2,065,422 | (21,566) | \$0.72 | \$216 | \$216 | 2042 |
| 2,052,441 | (12,980) | \$0.68 | \$204 | \$204 | 2043 |
| 1,964,366 | (88,076) | \$0.62 | \$186 | \$186 | 2044 |
| 1,744,276 | (220,090) | \$0.52 | \$157 | \$157 | 2045 |
| 1,137,940 | (606,336) | \$0.33 | \$98 | \$98 | 2046 |
| 668,190 | (469,750) | \$0.18 | \$55 | \$55 | 2047 |
| 306,893 | (361,297) | \$0.08 | \$24 | \$24 | 2048 |
| 295,873 | (11,020) | \$0.07 | \$22 | \$22 | 2049 |
| 0 | (295,873) | \$0.00 | \$0 | \$0 | 2050 |
| | | \$ Page 56 of 60 Total | | | |

Use of Additional CP Fund Cash

- TID 4 Transferring 2.1M to CP Fund in 2024
- As an example, an additional 500k toward 2024 borrowing
 - ✓ Saves 256k in interest costs over the life of the loan
 - ✓ Saves \$122.67 to sample taxpayer over the life of the loan
 - ✓ Does not eliminate structure issues for first interest payment
- Another option for use of cash would be to apply to DS Fund to abate the levy in a manner to keep flat tax levy for debt service
 - ✓ Would need 769k from 2025-2029

Financing Plan Timeline

- 2024A GO Notes
 - ✓ Set Sale: May 14
 - Need to know amount not to exceed
 - ✓ Offering Document & Rating Process between set sale and sale
 - ✓ Sell June 11
 - ✓ Close early July

Conclusions

- Given the project amount, Village creditworthiness, and comfort level with open market competitive sales, Ehlers recommends selling GO Notes for the CC project
- Further use of cash

Village Action if desired: Motion to have Ehlers work with Village staff to follow through on the Preliminary Financing Plan (as presented) or (with changes)

Questions?
