



**VILLAGE OF JACKSON
VILLAGE BOARD MEETING AGENDA**

Tuesday, June 10, 2025 at 7:30 PM

(or immediately following Budget and Finance Committee 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. Presentations
 - a. Review of Proposed 2026 Capital Improvement Plan
4. Public Hearings
 - a. Conditional Use and Site Plan Review - N170 W21750 Rosewood Lane – Dittmar Realty, Inc.
5. 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.)
6. Consent Agenda
 - a. Approval of Minutes of the Village Board Meeting of May 13, 2025
 - b. Resolution #25-20 Joining Washington County to Support the Reversal of the United States Environmental Protection Agency Decision Classifying Portions of Washington County as Serious Nonattainment for the 2015 Ozone National Ambient Air Quality Standard
7. Approval of Licenses
 - a. Class "B" Fermented Malt Beverages and "Class B" Intoxicating Liquors
 - i. Barbara L Holtz (dba Pizza Station, Agent: Barbara Holtz) N168W22224 Main Street Suite D
 - ii. Jackson Pub LLC (dba Jackson Pub LLC, Agent: Jon Zandi) N168W20594 Main Street
 - iii. KHD LTD (dba Jimmy's Restaurant & Bar, Agent: Angela Koutsios) N168W21212 Main Street
 - b. Class "A" Fermented Malt Beverages and "Class A" Intoxicating Liquors
 - i. Center Village LLC (dba Village Mart, Agent: Mandeep Dran) W213N16770 Glen Brooke Drive
 - ii. Fox Bros. Piggly Wiggly, Inc. (dba Piggly Wiggly Supermarket 90, Agent: Michael S. Olwig) W194N16774 Eagle Drive

- iii. Jackson Ellahi LLC (dba Hwy Mart, Agent: Mandeep Dran) N168W22224 Main Street
 - iv. K & A Petroleum (dba East Side Mart, Agent: Kurt Kruepke) N168W19490 Main Street
 - v. Walgreen Co. (dba Walgreens #11676, Agent: Gregory Fechter) N168W21330 Main Street
 - c. Cigarette/Tobacco/Vape Licenses
 - i. Center Village LLC (dba Village Mart, Agent: Mandeep Dran) W213N16770 Glen Brooke Drive
 - ii. Fox Bros. Piggly Wiggly, Inc. (dba Piggly Wiggly Supermarket 90, Agent: Michael S. Olwig) W194N16774 Eagle Drive
 - iii. Jackson Ellahi LLC (dba Hwy Mart, Agent: Mandeep Dran) N168W22224 Main Street
 - iv. Jackson Tobacco & Vape LLC (dba Jackson Tobacco & Vape LLC, Agent: Mohanad Dawada) N168W22734 Prairie View Lane
 - v. K & A Petroleum LLC (dba East Side Mart, Agent: Annette Kruepke) N168W19490 Main Street
 - vi. TrueVibe INC. (dba The Supply Plus, Agent: Zachary Rozenboom) W213N16806 Industrial Drive
 - vii. Walgreen Co. (dba Walgreens #11676, Agent: Gregory Fechter) N168W21330 Main Street
 - d. Hotel/Motel Licenses
 - i. Jackson Main Street Motel, W208N16831 N. Center Street, Owner: Larry Hamlin
 - ii. AMA Hospitality, Inc. (dba Comfort Inn & Suites), W227N16890 Tillie Lake Court, Owner: AMA Hospitality, Inc., Corporate Agent: Alkesh Patel
- 8. Budget and Finance Committee
 - a. Pay Request #1 - Ridgeway Drive and Chestnut Court Reconstruction Project - Advanced Construction in the amount of \$299,636.65
 - b. Pay Request #15 - Wastewater Treatment Plant Tertiary Filters and Disinfection Project - JH Hassinger in the amount of \$501,760.55
 - c. Clean Water Fund Loan Request #12 - 2024 Wastewater Treatment Plant Project in the amount of \$510,713.05
 - d. Resolution #25-18 Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers, Under Section 66.0703 of the Wisconsin Statutes
 - e. Pay Request #10 - Jackson Community Center Expansion Project - Moore Construction in the amount of \$217,326.10
 - f. Pay Request #12 - Jackson Community Center Expansion Project - Moore Construction in the amount of \$256,076.30
 - g. Discussion and Possible Action - Room Rental Fees
 - h. Review of Proposals - 2025 Village of Jackson Zoning Code Update
 - i. 2025 Schedule to Prepare the 2026 Municipal Budget and Update the Financial Management Plan
- 9. Plan Commission

- a. Conditional Use and Site Plan Review - N170 W21750 Rosewood Lane – Dittmar Realty, Inc.
 - b. Final Plat – Maple Fields Subdivision, Addition No. 2 – Neumann Developments, Inc.
 - c. Development Agreement - Maple Fields Subdivision, Addition No. 2 - Maple Fields, Inc.
- 10. Parks and Recreation Commission
 - a. Approval of Rental Request - Jackson Community Center - Democratic Party of Washington County Fundraiser
- 11. Board of Public Works
 - a. Review of 2024 Jackson Water Utility - Consumer Confidence Report (CCR)
 - b. Resolution #25-19 A Resolution Adopting the 2024 Compliance Maintenance Annual Report for the Jackson Wastewater Treatment Facility
- 12. West Bend School District
- 13. Washington County Board Report
- 14. Greater Jackson Business Alliance
- 15. Mid-Moraine Municipal Association Report
- 16. Closed Session Pursuant to Wis. Stats. §19.85(1)(c) "considering employment, promotion, compensation, or performance evaluation data of any public employee over which the Village has jurisdiction or exercises responsibility.", §19.85(1)(e) “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”, and §19.85(1)(g) "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved".

The closed session is for the following purposes:

- 1. To Discuss Development of Publicly Owned Property
 - 2. To Receive Information Regarding Specific Employees
 - 3. 2025 Village Administrator Performance Review
- 17. Reconvene into Open Session with Possible Action Related to the Subject of the Preceding Closed Session
- 18. 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.



STAFF MEMO

Village of Jackson

Meeting Date: June 10, 2025

Agenda Item: # 3.a

To: Brian Heckendorf, Village President

From: Jen Heidtke, Administrator

Subject: Review of Proposed 2026 Capital Improvement Plan

Background and Analysis: Staff are seeking Village Board review of proposed Capital projects for 2026. Projects deemed only eligible for cash at a future date will have to be reconsidered later in the budgeting process as cash or levy projects shall be subject to the remainder of levy availability after establishing an operational budget. The Water Utility and Police Departments do not have proposed projects. The Clerk has recommended 2026 project for election tabulator be delayed to 2027.

Streets/Parks/Engineering

- \$2,212,650 Eagle Drive Improvement, from STH 60 to Hickory Lane. Work to include street and storm sewer improvements. Staff will discuss sidewalk opportunity at the meeting. This project is debt-eligible.
- \$30,000 Vehicle replacement.
- \$110,000 Chipper to replace existing equipment, debt eligible.
- \$32,000 for two, \$16,000 mowers to replace existing equipment.

Wastewater Utility

- \$25,000 Scissors lift to replace existing equipment.
- \$16,000 for mower to replace existing equipment.
- \$35,000 for new truck.
- \$5,300,000 WWTP Upgrade Phase 2A, revenue debt eligible.

Treasurer

- \$25,000 digitizing files

Clerk

- \$12,000 Electronic Poll Books / Badger Book Replacement

Parks and Recreation



Taking the lead in Washington County.

- \$18,000 year 3 of 7 for HVAC rooftop unit replacement.
- \$17,000 year 3 of 3 for table replacement at Jackson Park.
- \$100,000 year 1 of 2 for Hasmer Lake Park Development, delaying park improvements from 2026 to 2027 for the purpose of engineering plans and applying for grant funds. This project is debt reimbursement eligible.
- \$50,000 for Jackson Park Master Planning – delayed 2025, impact fee eligible.
- \$20,000 year 1 of 4 for Splash Park equipment replacement. Pumps, chemicals system, and functionality is priority. Feature replacement would come later.

Fire Department

- \$18,600 AEDs
- \$525,000 Tender moved up instead of purchasing in 2029
- Delays to engine, ventilation saws, new fire hose and other loose equipment for the new engine.

Potential Action:

Directing Staff to proceed with Capital Project Planning as proposed, or with amendments, for the purpose of creating a draft 2026 budget and capital projects plan for review by the Board at the August meeting.

Attachments:

1. 2024 FMP - Final Report with Appendix Table 2
2. Memo RE Proposed 2026 Capital Rd, Vehicle & Equip Replacement BPW Meeting 05-27-25

Table 2
Capital Improvement Plan & Funding Uses

Village of Jackson, WI

Projects	Department	Purpose	Plan Issue	Funding	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	Totals
Hickory Park (Grant Portion)	Cap. Projects	Pathway	None	Grants/Aids																				0
Jackson Drive (South)	Cap. Projects	Pathway	None	Cash	125,000																			125,000
Glen Brooke Drive	Cap. Projects	Pathway	None	Cash					140,000															140,000
STH 60 (Northside) Industrial Dr to Hasmer Lake parking	Cap. Projects	Pathway	None	Cash								144,000												144,000
STH 60 (Northside) Ridgeway Dr to Eagle Dr	Cap. Projects	Pathway	None	Cash																39,000				39,000
Jackson Drive (North) (2043)	Cap. Projects	Pathway	None	Cash																				0
STH 60 (Southside) (2047)	Cap. Projects	Pathway	None	Cash																				0
Chestnut Court - Ridgeway Drive to Dead End	Cap. Projects	Streets - Improvements	2025 G.O. Notes	G.O. Debt	333,000																			333,000
Chestnut Court - Ridgeway Drive to Dead End	Water	Water - Improvements	None	Cash	333,000																			333,000
Chestnut Court - Ridgeway Drive to Dead End	Sewer	Sewer - Improvements	None	Cash	333,000																			333,000
Hickory Lane - Forest View Drive to Linden Drive	Cap. Projects	Streets - Improvements	2025 G.O. Notes	G.O. Debt	800,000																			800,000
Hickory Lane - Forest View Drive to Linden Drive	Water	Water - Improvements	2025 Revenue Bonds	Revenue Debt	800,000																			800,000
Hickory Lane - Forest View Drive to Linden Drive	Sewer	Sewer - Improvements	2025 Revenue Bonds	Revenue Debt	800,000																			800,000
Linden Drive - Hickory Lane to Dead End	Cap. Projects	Streets - Improvements	2026 G.O. Notes	G.O. Debt		340,909																		340,909
Linden Drive - Hickory Lane to Dead End	Water	Water - Improvements	None	Cash		340,909																		340,909
Linden Drive - Hickory Lane to Dead End	Sewer	Sewer - Improvements	None	Cash		340,909																		340,909
Aspen Drive - Hickory Lane to Dead End	Cap. Projects	Streets - Improvements	2026 G.O. Notes	G.O. Debt		402,519																		402,519
Aspen Drive - Hickory Lane to Dead End	Water	Water - Improvements	None	Cash		402,519																		402,519
Aspen Drive - Hickory Lane to Dead End	Sewer	Sewer - Improvements	None	Cash		402,519																		402,519
Hawthorne Drive - Hickory Lane to Dead End	Cap. Projects	Streets - Improvements	2026 G.O. Notes	G.O. Debt		433,617																		433,617
Hawthorne Drive - Hickory Lane to Dead End	Water	Water - Improvements	None	Cash		433,617																		433,617
Hawthorne Drive - Hickory Lane to Dead End	Sewer	Sewer - Improvements	None	Cash		433,617																		433,617
Eagle Drive - Hickory Lane to STH 60	Cap. Projects	Streets - Improvements	2027 G.O. Notes	G.O. Debt			2,788,295																	2,788,295
Eagle Drive - Hickory Lane to STH 60	Sewer	Sewer - Improvements	2027 Revenue Bonds	Revenue Debt			1,394,148																	1,394,148
Industrial Drive - STH 60 to north 2000 ft	Cap. Projects	Streets - Improvements	2028 G.O. Notes	G.O. Debt				1,173,525																1,173,525
Industrial Drive - STH 60 to north 2000 ft	Water	Water - Improvements	None	Cash				1,173,525																1,173,525
Industrial Drive - STH 60 to north 2000 ft	Sewer	Sewer - Improvements	2027 Revenue Bonds	Revenue Debt				1,173,525																1,173,525
Ridgeway Drive - Chestnut Court to Willow Ridge Drive	Cap. Projects	Streets - Improvements	2025 G.O. Notes	G.O. Debt	212,000																			212,000
Ridgeway Drive - Chestnut Court to Willow Ridge Drive	Water	Water - Improvements	None	Cash	212,000																			212,000
Ridgeway Drive - Chestnut Court to Willow Ridge Drive	Sewer	Sewer - Improvements	None	Cash	212,000																			212,000
Jackson Drive (South) - 260 ft south of STH 60 to 1,000	Water	Water - Improvements	2030 Revenue Bonds	Revenue Debt						651,306														651,306
Jackson Drive (South) - 260 ft south of STH 60 to 1,000	Sewer	Sewer - Improvements	2030 Revenue Bonds	Revenue Debt						651,306														651,306
Jackson Drive (North) - STH 60 to Georgetown Drive	Cap. Projects	Streets - Improvements	None	Cash							309,811													309,811
Jackson Drive (North) - STH 60 to Georgetown Drive	Water	Water - Improvements	None	Cash							309,811													309,811
Jackson Drive (North) - STH 60 to Georgetown Drive	Sewer	Sewer - Improvements	None	Cash							309,811													309,811
Georgetown Drive - Jackson Drive to Wilshire Drive	Cap. Projects	Streets - Improvements	2032 G.O. Notes	G.O. Debt								650,720												650,720
Georgetown Drive - Jackson Drive to Wilshire Drive	Water	Water - Improvements	None	Cash								650,720												650,720
Georgetown Drive - Jackson Drive to Wilshire Drive	Sewer	Sewer - Improvements	2032 Revenue Bonds	Revenue Debt								650,720												650,720
N. Center Street - STH 60 to Tower Drive	Cap. Projects	Streets - Improvements	2033 G.O. Notes	G.O. Debt									774,527											774,527
N. Center Street - STH 60 to Tower Drive	Water	Water - Improvements	2032 Revenue Bonds	Revenue Debt									774,527											774,527
N. Center Street - STH 60 to Tower Drive	Sewer	Sewer - Improvements	2032 Revenue Bonds	Revenue Debt									774,527											774,527
Forest View Drive - Hickory Lane to Dead End	Cap. Projects	Streets - Improvements	Future Issuance	G.O. Debt										247,614										247,614
Forest View Drive - Hickory Lane to Dead End	Water	Water - Improvements	Future Issuance	Revenue Debt										247,614										247,614
Forest View Drive - Hickory Lane to Dead End	Sewer	Sewer - Improvements	None	Cash										247,614										247,614
Eastwood Circle - Forest View to Dead End	Cap. Projects	Streets - Improvements	Future Issuance	G.O. Debt											217,102									217,102
Eastwood Circle - Forest View to Dead End	Water	Water - Improvements	Future Issuance	Revenue Debt											217,102									217,102
Eastwood Circle - Forest View to Dead End	Sewer	Sewer - Improvements	Future Issuance	Revenue Debt												217,102								217,102
Clover Lane - Hickory Lane to Dead End	Cap. Projects	Streets - Improvements	Future Issuance	G.O. Debt													247,614							247,614
Clover Lane - Hickory Lane to Dead End	Water	Water - Improvements	Future Issuance	Revenue Debt													247,614							247,614
Clover Lane - Hickory Lane to Dead End	Sewer	Sewer - Improvements	Future Issuance	Revenue Debt													247,614							247,614
Heather Lane - Hickory Lane to Dead End	Cap. Projects	Streets - Improvements	Future Issuance	G.O. Debt														247,614						247,614
Heather Lane - Hickory Lane to Dead End	Water	Water - Improvements	Future Issuance	Revenue Debt														247,614						247,614
Heather Lane - Hickory Lane to Dead End	Sewer	Sewer - Improvements	Future Issuance	Revenue Debt														247,614						247,614
Stonehedge Drive - Forest View to Hickory Lane	Cap. Projects	Streets - Improvements	Future Issuance	G.O. Debt															960,530					960,530
Stonehedge Drive - Forest View to Hickory Lane	Water	Water - Improvements	Future Issuance	Revenue Debt															960,530					960,530
Stonehedge Drive - Forest View to Hickory Lane	Sewer	Sewer - Improvements	Future Issuance	Revenue Debt															960,530					960,530
Hickory Lane - Heather Drive to Sherman Road	Cap. Projects	Streets - Improvements	Future Issuance	G.O. Debt																				558,011
Hickory Lane - Heather Drive to Sherman Road	Water	Water - Improvements	Future Issuance	Revenue Debt																558,011				558,011
Hickory Lane - Heather Drive to Sherman Road	Sewer	Sewer - Improvements	Future Issuance	Revenue Debt																558,011				558,011
Cedar Run Drive - Hickory Lane to Dead End	Cap. Projects	Streets - Improvements	Future Issuance	G.O. Debt																	650,133			650,133
Cedar Run Drive - Hickory Lane to Dead End	Water	Water - Improvements	Future Issuance	Revenue Debt																	650,133			650,133
Cedar Run Drive - Hickory Lane to Dead End	Sewer	Sewer - Improvements	Future Issuance	Revenue Debt																	650,133			650,133
Hemlock Street - Spruce Street to Hickory Lane	Cap. Projects	Streets - Improvements	Future Issuance	G.O. Debt																		619,621		619,621
Hemlock Street - Spruce Street to Hickory Lane	Water	Water - Improvements	Future Issuance	Revenue Debt																		619,621		619,621
Hemlock Street - Spruce Street to Hickory Lane	Sewer	Sewer - Improvements	Future Issuance	Revenue Debt																		619,621		619,621
CPR Training Equipment - Manikins/AED Trainers	Fire/EMS	Fire - Building	None	Cash		3,400					4,000					4,900								12,300
Paging System Updates/Upgrades	Fire/EMS	Fire - Building	2028 G.O. Notes	G.O. Debt				120,500																120,500
Replace Gear Washers	Fire/EMS	Fire - Building	None	Cash					10,000								13,000							23,000
Gear Dryers	Fire/EMS	Fire - Building	None	Cash							20,200													20,200
IT Updates/Upgrades - Classroom	Fire/EMS	Fire - Building	None	Cash							13,500													13,500
Replace TV monitors - Bay, Offices, Bunkrooms, Kitchen	Fire/EMS	Fire - Building	None	Cash									21,800											21,800
Landscaping refresh/pond maintenance	Fire/EMS	Fire - Building	None	Cash										72,600										72,600
Furniture replacement - rediners, kitchen chairs, office chairs	Fire/EMS	Fire - Building	None	Cash									14,500											14,500

[illegible]

[illegible]

[illegible]

Notes:

Memo

To: Jen Heidtke, Village Administrator

From: Jack Straehler, Director of Public Works

Subject: Part # 1 Proposed 2026 Capital Road Improvements Schedule
Part # 2 Proposed 2026 Capital Public Works Vehicles and Equipment Schedule

Date: 05/22/2025

CC: Board of Public Works; Budget and Finance; Village Board

Part # 1

This memo is to inform you of proposed updates to the Capital Road Improvement Schedule based on current project planning needs.

Eagle Drive Rescheduling Request

I am requesting the Eagle Drive project be moved forward in the schedule from 2027 to 2026. Eagle Drive was last rated a (3) as of the rating in 2019. This adjustment would be possible due to the potential availability of funds, as the Hasmer Lake project that was scheduled for 2026 is now potentially being shifted to 2027. Advancing Eagle Drive in the schedule would allow us to use those funds effectively and support momentum in the capital improvement program, while also saving money by bidding for the work alongside Aspen, Linden, and Hawthorne.

Open Schedule Years – 2027 and 2029

I am recommending that construction years 2027 and 2029 stay open on the schedule until after the PASER ratings are completed in the fall of 2025. The Village has not conducted PASER ratings since 2019. It is important to base our future road project priorities on accurate data. By leaving these years open it will provide flexibility to make informed project decisions based on the Village needs once the new ratings are available.

Remaining Road Projects

All other road segments previously laid out by former Director Brian Kober have been kept in the schedule to include a 5% annual lift. No other changes are proposed at this time.

I appreciate your consideration of these schedule adjustments. I am happy to provide further information or discuss these recommendations in more detail.

If you have any questions, please let me know.

Part # 2

This memo is to inform you of proposed updates to the Public Works Capital Vehicle and Equipment Schedule based on current needs. As part of the ongoing capital planning efforts, staff have completed a comprehensive review of all major vehicles and equipment. This review involved input from (3) departments supervisors to evaluate operational needs, equipment conditions, and service requirements.

Engineering

- I am requesting that we send the former director's vehicle a 2002 Buick Century to auction with an estimated sale price of \$3,500.00.
- I am requesting the replacement of the Engineer Tech vehicle currently a 2002 Chevrolet S-10. I project a replacement cost of \$30,000.00. Upon replacement I recommend sending the current Chevrolet S-10 to auction with an estimated sale price of \$3,500.00. The funds from the sale of both vehicles would help offset the cost of the new vehicle.

Streets and Parks

- I am requesting the replacement of the 2011 Vermeer BC1500 Brush Chipper. I project a replacement cost of approximately \$110,000.00. Upon replacement I recommend sending the current unit to auction with an estimated sale price of \$25,000.00. The funds from the sale would help offset the cost of the new replacement unit.
- I am requesting the replacement of both the 2018 & 2019 Exmark Turf Mowers. I project a replacement cost of approximately \$16,000.00 each. Upon replacement I would recommend that (1) of the current units stay in the fleet as a spare, and the other unit go to auction with an estimated sale price of \$3,500.00. The funds from the sale would help offset the cost of the new replacement units.

Water Utility

- Currently I do not have any needs or recommendations for vehicle and equipment replacement in the 2026 schedule.

Wastewater Utility

- I am requesting the replacement of the 2002 Economy Scissors Lift. I project a replacement cost of approximately \$25,000.00. Upon replacement I recommend sending the current unit to auction with an estimated sale price of \$5,000.00. The funds from the sale would help offset the cost of the new replacement unit.
- I am requesting replacement of the 2019 Toro Turf Mower. I project a replacement cost of approximately \$16,000.00. Upon replacement I recommend the current unit go to auction with an estimated sale price of \$3,500.00. The funds from the sale would help offset the cost of the new replacement unit.
- I am requesting a new addition to our vehicle fleet. I propose the purchase of a new or used late model used pick-up truck for our Wastewater Treatment Plant Supervisor, as the current truck is used by seasonal staff 5 or 6 months a year. I propose a purchase price of approximately \$35,000.00.

These recommendations aim to ensure the Village's equipment remains safe, reliable, and efficient. I appreciate your consideration of these schedule adjustments. I am happy to provide further information or discuss these recommendations in more detail.

If you have any questions, please let me know.

JS

Village of Jackson
15 year Capital Road Improvements (2025 to 2040)
General Fund (Storm Sewer and Roadway), Sewer Utility, & Water Utility
Proposed as of May 2025

Improvement Year	Improvement Project	Description of Project Limits	Year Installed	Road Rating	Length of Project (ft)	Cost per foot	Construction Cost	Engineering Design & Inspection	Total Cost of Project	Scope of Work	Funding Source
2025	Chestnut Court	Ridgeway Drive to Dead End	2002	2	422	\$1,408.23	\$594,273.06	\$148,568.27	\$742,841.33	Sanitary, Water, Storm with laterals, Streetlights	Jackson Sewer and Water Utilities & General Fund
2025	Ridgeway Drive	Chestnut Court to Willow Ridge Drive	1991	4	939	\$1,408.23	\$1,322,327.97	\$330,581.99	\$1,652,909.96	Sanitary, Water, Storm with laterals, Streetlights	Jackson Sewer and Water Utilities & General Fund
2025	Hickory Lane	Forest View Drive to Linden Drive	1987	3	3,265	\$665.00	\$2,171,225.00	\$542,806.25	\$2,714,031.25	Storm Ponds, Paving	DNR Grants and General Fund
2026	Linden Drive	Hickory Lane to Dead End	1991	3	581	\$745.00	\$432,845.00	\$108,211.25	\$541,056.25	Curb boxes, Manholes, storm laterals, streetlights	Jackson Sewer and Water Utilities & General Fund
2026	Aspen Drive	Hickory Lane to Dead End	1991	3	686	\$745.00	\$511,070.00	\$127,767.50	\$638,837.50	Curb boxes, Manholes, storm laterals, streetlights	Jackson Sewer and Water Utilities & General Fund
2026	Hawthorne Drive	Hickory Lane to Dead End	1991	4	739	\$745.00	\$550,555.00	\$137,638.75	\$688,193.75	Curb boxes, Manholes, storm laterals, streetlights	Jackson Sewer and Water Utilities & General Fund
2026	Eagle Drive	Hickory Lane to STH 60	2002	3	2,376	\$745.00	\$1,770,120.00	\$442,530.00	\$2,212,650.00	Manholes, ditch line with 5 ft paved shoulder, lights	Jackson Sewer and General Fund
2027	Project place holder after PASER ratings are complete in Fall of 2025		XX	XX	XX	\$782.25	XX	XX	XX	XX	XX
2028	Industrial Drive	STH 60 to north 2000 ft	2002	3	2,000	\$821.36	\$1,642,720.00	\$410,680.00	\$2,053,400.00	Sanitary, Water, Storm with laterals, Streetlights	Jackson Sewer and Water Utilities & General Fund
2029	Project place holder after PASER ratings are complete in Fall of 2025		XX	XX	XX	\$862.43	XX	XX	XX	XX	XX
2030	Jackson Drive (South)	260 ft south of STH 60 to 1,000 ft south of 60	1986	6	740	\$905.55	\$670,107.00	\$167,526.75	\$837,633.75	Sanitary under creek, water main to 12 inch	Jackson Sewer and Water Utilities
2031	Jackson Drive (North)	STH 60 to Georgetown Drive	1978	3	528	\$950.83	\$502,038.24	\$125,509.56	\$627,547.80	Sanitary, Water, Storm with laterals, Streetlights	Utilities and General Fund (school moves)
2032	Georgetown Drive	Jackson Drive to Wilshire Drive	1993	3	1,109	\$998.37	\$1,107,192.33	\$276,798.08	\$1,383,990.41	Sanitary, Water, Storm with laterals, Streetlights	Jackson Sewer and Water Utilities & General Fund
2033	N. Center Street	STH 60 to Tower Drive	1990	4	1,320	\$1,048.28	\$1,383,729.60	\$345,932.40	\$1,729,662.00	Sanitary, Water, Storm with laterals, Streetlights	Jackson Sewer and Water Utilities & General Fund
2034	Forest View Drive	Hickory Lane to Dead End	1987	5	422	\$1,100.69	\$464,491.18	\$116,122.80	\$580,613.98	Curb boxes, Manholes, storm laterals, streetlights	Jackson Sewer and Water Utilities & General Fund
2035	Eastwood Circle	Forest View to Dead End	1987	4	370	\$1,155.72	\$427,616.40	\$106,904.10	\$534,520.50	Curb boxes, Manholes, storm laterals, streetlights	Jackson Sewer and Water Utilities & General Fund
2036	Clover Lane	Hickory Lane to Dead End	1988	5	422	\$1,213.51	\$512,101.22	\$128,025.31	\$640,126.53	Curb boxes, Manholes, storm laterals, streetlights	Jackson Sewer and Water Utilities & General Fund
2036	Heather Drive	Hickory Lane to Dead End	1987	5	422	\$1,274.19	\$537,708.18	\$134,427.05	\$672,135.23	Curb boxes, Manholes, storm laterals, streetlights	Jackson Sewer and Water Utilities & General Fund

2037	Stonehedge Drive	Forest View to Hickory Lane	1989	4	1,637	\$1,337.90	\$2,190,142.30	\$547,535.58	\$2,737,677.88	Curb boxes, Manholes, storm laterals, streetlights	Jackson Sewer and Water Utilities & General Fund
2038	Hickory Lane	Heather Drive to Sherman Road	1987	4	951	\$1,404.80	\$1,335,964.80	\$333,991.20	\$1,669,956.00	Curb boxes, Manholes, storm laterals, streetlights	Jackson Sewer and Water Utilities & General Fund
2039	Cedar Run Drive	Hickory Lane to Dead End	1988	5	1,108	\$1,475.04	\$1,634,344.32	\$408,586.08	\$2,042,930.40	Curb boxes, Manholes, storm laterals, streetlights	Jackson Sewer and Water Utilities & General Fund
2040	Hemlock Street	Spruce Street to Hickory Lane	1991	5	1,056	\$1,548.79	\$1,635,522.24	\$408,880.56	\$2,044,402.80	Curb boxes, Manholes, storm laterals, streetlights	Jackson Sewer and Water Utilities & General Fund

Totals	3.90	15,919	\$1,060.96	\$12,658,203.20	\$4,940,142.90	\$24,700,714.50
---------------	-------------	---------------	-------------------	------------------------	-----------------------	------------------------

Note - The engineering and design costs is 25% of the construction cost.

Note - The Average projected cost for 2026 is \$745/lineal foot.

Note - The average price includes 5% annual lift in 2027 to 2040

Note - The Jackson Sewer and Water Utilities & General Fund costs are split by thirds.

Village of Jackson Public Works & Utilities Vehicle as of 05-2025									Replacement Cost & Year																			
Unit #	VIN	Year	Make	Model	Purchase Price	Mileage / Hours	Department	Notes	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045
N/A	2G4WS52J821270782	2002	Buick	Century	\$5,000.00	81,786 Miles	Administration		-\$3,500.00																			
Logan	1GCCS145X28229597	2002	Chevrolet	S-10 Pick Up	\$7,444.00	71,232 Miles	Administration		\$30,000.00																			
Jack	2G1WS55R679289936	2007	Chevrolet	Impala	\$17,663.00	94,915 Miles	Administration			\$30,000.00																		
Trailer S1	1F9FS182P1072283	1992	Feiling	Tandem Axel Equipment Trailer	\$3,243.00		Street & Parks	Evaluate in 2030					\$12,000.00															
EQ S1	DW544EH536158	1992	John Deere	554EH Loader	\$117,000	4,312 Hours	Street & Parks											\$325,000.00										
EQ S2	331323	1999	Kifco	B140 Water Reel	\$5,900.00		Street & Parks										\$10,000.00											
EQ S3	111-8450300047630	2000	JLG	Electric Boom Lift E300AJP	\$2,045.00	1,440.9 Hours	Street & Parks										\$65,000.00											
EQ S4	3759	2000	Sno Go	WK80 Snow Blower	\$113,734.00	277.1 Hours	Street & Parks						\$125,000.00															
Bucket 1	1GDJJC34U12E298330	2002	GMC	Sierra 3500 Bucket Truck	\$40,000.00	3,2728 Miles	Street & Parks	Evaluate in 2030 with hopes to take used WWTP truck					\$0.00															
Dump 1	1GDJJC34205E287385	2005	GMC	Sierra 3500 1-Ton Dump Truck	\$32,000.00	79,423 Miles	Street & Parks	New Truck Purchased in 2025, Waiting for Build																				
Russ	1GTEC14C77Z584121	2007	GMC	Sierra 2500 Pick Up	\$18,000	74,609 Miles	Street & Parks			\$65,000.00																		
Plow 1	1HTWDAZR99J176240	2009	International	7400 Plow Truck	\$139,336.00	23,939 Miles	Street & Parks				\$300,000.00																	
Dump 2	1GDJK74KX9E142516	2009	GMC	Sierra 3500 1-Ton Dump Truck	\$54,500.00	50,840 Miles	Street & Parks					\$85,000.00																
Sweep 1	4GTM7F1B69F700324	2009	Isuzu	RT 655JT7F042 Street Sweeper	\$14,960.00	11,802 Miles	Street & Parks							\$315,000.00														
EQ S5	CAT-0420ECDJL013T	2011	Caterpillar	420E Loader / Back Hoe	\$86,040.00	1,716 Hours	Street & Parks								\$250,000.00													
EQ S6	1VR2161VXB10026	2011	Vermeer	BC1500 Wood Chipper	\$36,311	2,073 Hours	Street & Parks		\$110,000.00																			
Plow 2	1HTWDAZR9DJ352647	2013	International	7401 Plow Truck	\$158,000.00	17,511 Miles	Street & Parks									330.00.00												
Dump 3	1GD322CG2DF130825	2013	GMC	Sierra 3500 1-Ton Dump Truck	\$25,806.00	37,689 Miles	Street & Parks								\$90,000.00													
EQ S7	315000286	2015	Toro	Sand-Pro Ball Field Groomer 3040	\$16,442.00	371.8 Hours	Street & Parks										\$50,000.00											
EQ S8	ARGR13503	2015	Bobcat	Skid Steer Loader S590	\$32,998.00	1,396.1 Hours	Street & Parks				\$75,000.00																	
EQ S9	402521243	2018	Exmark	Turf Mower LZX921	\$12,445.00	1,370.5 Hours	Street & Parks		\$16,000.00																			
EQ S10	404821743	2019	Exmark	Turf Mower LZX921	\$12,390.00	1,212.5 Hours	Street & Parks		\$16,000.00																			
Plow 3	3HAWDTAR5KL563835	2019	International	7402 Plow Truck	\$178,210.00	9,895 Miles	Street & Parks														\$345,000.00							
Dump 4	1GB3YSE79NF214551	2022	CHEVROLET	Silverado 3500 1-Ton Dump Truck	\$32,509.00	9,569 Miles	Street & Parks																\$95,000.00					
Plow 4	1HTEDTAR1NH876371	2022	International	HV507 Plow Truck	\$195,000.00	4,366 Miles	Street & Parks																	\$360,000.00				
EQ S11	B4RC13082	2023	Bobcat	Tool Cat M1225-P01-C01	\$66,200.00	630.6 Hours	Street & Parks																		\$90,000.00			
EQ S12	NPF260179	2023	Case	621 G Loader		132 Hours	Street & Parks																				\$375,000.00	
Plow 5	3HAEDTAR5SL773203	2025	International	HV507 Plow Truck		1,636 Miles	Street & Parks																			\$375,000.00		
EQ W1	1HTGBADRW0H533812	1998	International	Dump Truck (Rehab in 2025, moved from streets to water)	\$84,878.00	27,644 Miles	Water	Evaluate in 2030					\$225,000.00															
Luke	1GTN1LEH5HZ232412	2017	GMC	Sierra 2500 Pick Up		59.9 Hours	Water			\$35,000.00																		
Jeff	1GTN1LEN6HZ228322	2017	GMC	Sierra 2500 Pick Up	\$21,197.00		Water				\$35,000.00																	
Service 1	1GB3YSE74LF343245	2020	Chevrolet	SILVERADO 3500 Service Truck	\$46,363.00		Water															\$90,000.00						
Service 2	1GB3WRE75MF226161	2021	Chevrolet	SILVERADO 3500 Service Truck	\$43,233.00		Water																\$105,000.00					
EQ W2	125104451	2023	Takeuchi	TB-250	\$85,800.00	59.9	Water																				\$100,000.00	
Trailer W1	4L5FB282XRF07197	2024	Behnke Enterprises	GDFB8X22TPT-20E (Equipment Trailer)	\$17,830.00		Water	Evaluate in 2045																		\$30,000.00		
Trailer W2			Racine Hydraulics	Hydraulic Trailer (hydraulics, breaker, generator)		476	Water										\$15,000.00											
EQ WW 1	2909	1997	CH&E	Portable 6" Pump	\$16,150.00	222.6	Wastewater				\$35,000.00																	
EQ WW 2	519025002	2002	Bobcat	Skid Steer Loader 773	\$22,000.00	3,036 Hours	Wastewater									\$85,000.00												
EQ WW 3	I843-C-290-1	2005	Case IH	Tractor & Ruff Cut Mower & Brush Hog DX29	\$10,000.00	945.2 Hours	Wastewater										\$65,000.00											
Truck1	2FZACGDC75AU1318	2005	Sterling	ACTERRA 24' STAKE BED TRUCK	\$20,625.00	85,160 Miles	Wastewater				\$115,000.00																	
Chad	1GTEC14C57Z583212	2007	GMC	Sierra 2500 Pick Up		83,387 Miles	Wastewater			\$35,000.00																		
Trailer WW1	139K81826	2011	Sno-Bird	Trailer			Wastewater									\$12,000.00												
EQ WW4	FT09033101	2014	Aries	Pathfinder TR3300 Mainline Sewer Camera			Wastewater			\$5,000.00																		
Truck 2	1GB3KYCG0FF146844	2015	Chevrolet	Silverado 3500 Service Truck		12,076 Miles	Wastewater	Truck Purchased, Waiting Build																				
EQ WW5	EM81854	2016	Economy	2032 Electric Scissor Lift	\$16,000		Wastewater		\$25,000.00																			
EQ WW6	16VFX1628G2076153	2016	Bix Tex Trailer	Equipment Trailer	\$5,595.00		Wastewater					\$10,000.00																
EQ WW7	2800054	2018	Husqvarna	Walk Behind Concrete Saw 20"	\$2,400.00		Wastewater				\$9,000.00																	
EQ WW8	VTGTF1547D / OCB422	2018	Insight Vision	Lateral Push Camera			Wastewater			\$5,000.00																		
EQ WW9	404452510	2019	Toro	Turf Mower ZT60 (74926)	\$10,249.00	1,799.2 Hours	Wastewater		\$16,000.00																			
EQ WW10	A5KGZ6DBALG056691	2020	Kubota	X1100C UTV	\$18,500.00	218.6 Hours	Wastewater															\$75,000.00						
Truck 3	1FDUF5HN9NDA19381	2022	FORD	F550 Bucket Truck	\$136,559.00	2,229 Miles	Wastewater	2037 - Transfer to streets then sell 20																				



Taking the lead in Washington County.

VILLAGE OF JACKSON WASHINGTON COUNTY, WISCONSIN Notice of Public Hearing

PLEASE TAKE NOTICE:

Notice is hereby given, pursuant to Section 19.84, Wis. Stats., and provisions of the Village of Jackson Code of ordinances, that the Village Board will conduct a public hearing at 7:30 p.m. on Tuesday, June 10, 2025, at the Jackson Municipal Complex, located at N168W19851 Main Street, Jackson, WI, 53037 on:

1. Conditional Use and Site Plan Review for Parcel V3_007900E located at N170W21750 Rosewood Lane – Dittmar Realty, Inc.

The hearing is open to the public and all interested parties are encouraged to attend the hearing and be heard. Requests from persons with disabilities who need assistance to participate in this meeting/hearing should be made to the Village Clerk's Office with as much advanced notice as possible. The Village Administration office is open during regular business hours, 8:00AM - 4:30PM, Monday to Friday.

You may also find a link of information on the Village Website
(www.villageofjacksonwi.gov under Agendas & Minutes)

Dated this 16th day of May 2025

Jacqueline Schuh
Village Clerk - Village of Jackson
N168W19851 Main Street
Jackson, WI 53037
(262) 677-9001 Ext. 213
jackie.schuh@villageofjacksonwi.gov

N168W19851
Main Street
Jackson, WI 53037
Phone: 262-677-9001
Fax: 262-677-1710

Posted: Friday, May 16, 2025
Published: Tuesday, May 27, 2025, and Tuesday, June 3, 2025

MINUTES
VILLAGE BOARD MEETING
Tuesday, May 13, 2025 at 7:30 PM

1. Call to Order and Roll Call

The meeting was called to order at 7:30 PM by Pres. Heckendorf.

Members Present: Pres. Heckendorf, Tr. Emmrich, Tr. Engelhardt, Tr. Kruepke, Tr. Kurtz, Tr. Olson, and Tr. Wells

Members Excused: None

Members Absent: None

Staff Present: Administrator Jen Heidtke, Police Chief Ryan Vossekuil, Inspections and Zoning Director Collin Johnson, Public Works Director Jack Straehler, Parks and Recreation Director Tyler Mentzel, and Clerk Jackie Schuh

2. Pledge of Allegiance

The Pledge of Allegiance was recited by those who were in attendance.

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.)

None.

4. Consent Agenda

- a. Approval of Minutes for the Village Board Meeting of April 8, 2025, and the Annual Village Board Organizational Meeting of April 15, 2025
- b. Temp Class "B" License - Jackson Festivals LLC - Action in Jackson
- c. 2024-2025 Tattoo Establishment and Operator's License - Infinite Grace - Sara Dornbrook
- d. Proposed Sewer Service Area Amendment - Southeastern Wisconsin Regional Planning Commission
- e. Resolution #25-16 A Resolution Honoring Randy Matter for His Years of Service to the Village of Jackson
- f. Ordinance #25-04 Amending Chapter 42 of the Village Code Regarding Sec. 42.83 - Fire Lanes

The motion to approve items 'a' through 'd' on the consent agenda, and to remove items 'e' and 'f' to address separately, was made by Tr. Emmrich and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf read aloud Resolution #25-16 Resolution Honoring Randy Matter for His Years of Service to the Village of Jackson.

The motion to approve Resolution #25-16 Resolution Honoring Randy Matter for His Years

of Service to the Village of Jackson, was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

The motion to introduce Ordinance #25-04 Amending Chapter 42 of the Village of Jackson Code Regarding Sec. 42.83 Fires Lanes, was made by Tr. Emmrich and seconded by Tr. Olson.

Votes: 7 ayes, 0 nays. Motion carried.

The motion to suspend the rules for the second reading of Ordinance #25-04 was made by Pres. Heckendorf and seconded by Tr. Olson. A roll call vote was taken:

Pres. Heckendorf: Aye
Tr. Emmrich: Aye
Tr. Engelhardt: Aye
Tr. Kruepke: Aye
Tr. Matter: Aye
Tr. Wells: Aye

Vote: 7 ayes, 0 nays. Motion carried.

The motion to approve the second reading of Ordinance #25-04 was made by Tr. Emmrich and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays, Motion carried.

5. Budget and Finance Committee

- a. Pay Request #14 - Wastewater Treatment Plan Tertiary Filters and Disinfection Project - JH Hassinger in the amount of \$224,165.80

The motion to approve Pay Request #14 for the Wastewater Treatment Plant Tertiary Filters and Disinfection Project to JH Hassinger in the amount of \$224,165.80 was made by Tr. Olson and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

- b. Clean Water Fund Loan Request #11 – 2024 Wastewater Treatment Plant Project in the amount of \$234,824.81

The motion to approve Reimbursement Request #11 for the 2024 Wastewater Treatment Plant Project from the Clean Water Fund Loan in the amount of \$234,824.81 was made by Tr. Engelhardt and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

- c. Pay Request #10 - Jackson Community Center Expansion Project - Moore Construction in the amount of \$194,603.70

The motion to approve Pay Request #10 for the Jackson Community Center Expansion Project to Moore Construction in the amount of \$194,603.70 was made by Tr. Wells and

seconded by Tr. Kruepke.

Administrator Heidtke noted the support documentation indicated this was Pay Request #11 and the minutes should reflect that the clerical error would be corrected.

Vote: 7 ayes, 0 nays. Motion carried.

6. Plan Commission

- a. Ordinance #25-03 Rezoning of Parcel V3_008700K and a Portion of Parcel V3_007900Y - Dittmar Properties, LLC, Second Reading

Pres. Heckendorft indicated there were no requests for amendments from the Board before the second reading of Ordinance #25-03.

The motion to adopt Resolution #25-03 Rezoning of Parcel V3_008700K and a Portion of Parcel V3_007900Y for Dittmar Properties LLC was made by Tr. Olson and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried.

7. Board of Public Works

- a. Ordinance #25-05 Amending Chapter 42 of the Village Code Regarding Sec. 42.86 - Limited Parking in Certain Areas; Loading Zones

The motion to introduce Ordinance #25-05 Amending Chapter 42 of the Village Code Regarding Sec. 42.86 Limited Parking in Certain Areas; Loading Zones, was made by Tr. Engelhardt and seconded by Tr. Emmrich.

Votes: 7 ayes, 0 nays. Motion carried.

The motion to suspend the rules for a second reading of Ordinance #25-05 was made by Pres. Heckendorf and seconded by Tr. Emmrich. A roll call vote was taken:

Pres. Heckendorf: Aye

Tr. Emmrich: Aye

Tr. Engelhardt: Aye

Tr. Kurtz: Aye

Tr. Kruepke: Aye

Tr. Wells: Aye

Tr. Olson: Aye

Vote: 7 ayes, 0 nays. Motion carried.

The motion to approve the second reading of Ordinance #25-05 Amending Chapter 42 of the Village Code Regarding Sec. 42.86 - Limited Parking in Certain Areas; Loading Zones was made by Tr. Emmrich and seconded by Tr. Kurtz.

Vote: 7 ayes, 0 nays. Motion carried.

- b. Ordinance #25-06 Amending Chapter 42 of the Village Code Regarding Sec. 42.26 - Stop and Yield Intersection Designation

The motion to introduce Ordinance #25-06 Amending Chapter 42 of the Village Code Regarding Sec. 42.26 Stop and Yield Intersection Designation was made by Tr. Emmrich and seconded by Tr. Wells.

Votes: 7 ayes, 0 nays. Motion carried.

The motion to suspend the rules for a second reading of Ordinance #25-06 was made by Pres. Heckendorf and seconded by Tr. Emmrich. A roll call vote was taken:

Pres. Heckendorf: Aye
Tr. Emmrich: Aye
Tr. Engelhardt: Aye
Tr. Kurtz: Aye
Tr. Kruepke: Aye
Tr. Wells: Aye
Tr. Olson: Aye

Vote: 7 ayes, 0 nays. Motion carried.

The motion to approve the second reading of Ordinance #25-06 Amending Chapter 42 of the Village Code Regarding Sec. 42.26 Stop and Yield Intersection Designation was made by Tr. Wells and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

8. West Bend School District

Tr. Wells reported a presentation of the preliminary exterior and interior design for the new Jackson school will be made at the next school board meeting on May 27th.

9. Washington County Board Report

Pres. Heckendorf read updates sent via email by County Supervisor Mike Schwab.

10. Greater Jackson Business Alliance

Pres. Heckendorf advised of the upcoming Action in Jackson festival.

11. Mid-Moraine Municipal Association Report

Tr. Olson explained there is a Legislative meeting May 14th at 7:00PM and a dinner meeting on May 28th being hosted by the Village of Jackson.

12. Adjourn

The motion to adjourn the meeting was made by Tr. Emmrich and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried. The meeting adjourned at 7:45PM.

Respectfully Submitted,

Jacqueline Schuh
Village Clerk
Village of Jackson

DRAFT

RESOLUTION #25-20

JOINING WASHINGTON COUNTY TO SUPPORT THE REVERSAL OF THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY DECISION CLASSIFYING PORTIONS OF WASHINGTON COUNTY AS SERIOUS NONATTAINMENT FOR THE 2015 OZONE NATIONAL AMBIENT AIR QUALITY STANDARD

WHEREAS, the Clean Air Act requires the United States Environmental Protection Agency (EPA) to set national ambient air quality standards (NAAQS) for “criteria pollutants.” Currently, ozone and related photochemical oxidants, and five other major pollutants are listed as criteria pollutants including carbon monoxide, lead, nitrogen oxides, particulate matter and sulfur oxides; and

WHEREAS, the Clean Air Act identifies two types of NAAQS. Primary standards which provide public health protection, including protecting the health of "sensitive" populations such as asthmatics, children, and the elderly and Secondary standards which provide public welfare protection, including protection against decreased visibility and damage to animals, crops, vegetation, and buildings; and

WHEREAS, if the EPA determines that pollution levels in an area exceed a NAAQS or an area contributes to ambient air quality in a nearby area that fails to meet a primary or secondary NAAQS, it may designate that location as a nonattainment area meaning that the area exceeds a standard for one or more criteria and the designated area becomes subject to a state implementation plan that must impose emission reduction requirements on emission sources in that area sufficient to return to attainment; and

WHEREAS, the EPA is required to periodically review relevant scientific data to ensure that the NAAQS provide the requisite protection for public health and welfare; and

WHEREAS, where portions of Washington County were designated as a marginal nonattainment area for ozone in 2015 and were redesignated as a moderate nonattainment area in 2021; and

WHEREAS, in January 2025, those portions of Washington County were redesignated as serious nonattainment area (89 Fed. Reg. 101,901 (December 17, 2024) despite the fact that pollution levels along the Lake Michigan shoreline as measured in Wisconsin have dropped 22% in the last 20 years and ambient air ozone concentrations in Washington County are not monitored, therefore there is no evidence of air quality in Washington County exceeding the ozone NAAQS; and

WHEREAS, the EPA in conducting its review resulting in the serious redesignation failed to consider the State of Wisconsin’s good faith efforts to reduce emissions, did not properly account for Washington County’s ambient ozone levels having never been monitored above the ozone NAAQS, improperly concluded that pollution attributable to emission sources associated with Washington County meaningfully contribute to the elevated ozone levels monitored along Wisconsin’s Lake Michigan shoreline, and anthropogenic ozone in Washington County and the other Wisconsin ozone nonattainment areas being largely the result of polluted air migrating from upwind states including Illinois and Indiana; and

WHEREAS, the change in designation to a serious nonattainment area saddles Washington County and other southeastern Wisconsin counties including Ozaukee and Milwaukee with burdensome requirements that will chill development and slow job growth in the region despite the fact that compliance with these requirements will have minimal impact due to the pollution that will continue to migrate in from other states; and

WHEREAS, the Washington County Board of Supervisors joined Washington County Executive Josh Schoemann to request that the EPA reconsider and reverse the designation of portions of Washington County as serious nonattainment; and

WHEREAS, the Washington County Clerk will transmit a copy of their Resolution to each of Wisconsin's legislators, Wisconsin's Congressional Delegation, the Director of the US EPA, and President Donald J. Trump;

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Jackson, that the Village of Jackson, Wisconsin, joins the Washington County Board of Supervisors and Washington County Executive Josh Schoemann requesting that the EPA reconsider and reverse the designation of portions of Washington County as serious nonattainment.

BE IT FURTHER RESOLVED that the Village of Jackson Clerk shall transmit a copy of this Resolution to the Washington County ~~Board of Supervisors, Washington County Executive Josh Schoemann, each of Wisconsin's legislators, Wisconsin's Congressional Delegation, the Director of the US EPA, and President Donald J. Trump.~~ Clerk to include with transmittal to appropriate delegates.

Introduced by: _____

Seconded by: _____

Vote: ____ ayes ____ nays

Passed and Approved: _____

Brian J. Heckendorf - Village President

Attest: _____
Jacqueline Schuh - Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office and one other location in the Village.

Village Official

Date

DRAFT



Taking the lead in Washington County.

MEMO

TO: Brian Heckendorf, Village President
Jen Heidtke, Village Administrator
Village Board

FROM: Jackie Schuh, Village Clerk

RE: Class "B" Fermented Malt Beverages and "Class B" Intoxicating Liquors

MEETING DATE: June 10, 2025

Background and Analysis:

All alcohol licenses for the 2024-2025 Liquor Licensing Year expire on June 30, 2025. Businesses/Sole Proprietors listed in items 7a(i) through 7a(iii) have applied for renewal of their Class "B" Fermented Malt Beverages and "Class B" Intoxicating Liquors licenses for the 2025-2026 Liquor Licensing Year. All application requirements, background checks, and agent appointments have been met. Outstanding fees due to the Village, if any, will be collected prior to the release of licenses. Publication fees are divided among all applicants and are due at the time of license pick up.

Recommendation:

I recommend Village Board approval of 2025-2026 Class "B" Fermented Malt Beverages and "Class B" Intoxicating Liquors licenses for each of the three businesses in items 7a(i) through 7a(iii), contingent upon the payment of all fees, taxes, and monies due to the Village of Jackson prior to release.



Taking the lead in Washington County.

MEMO

TO: Brian Heckendorf, Village President
Jen Heidtke, Village Administrator
Village Board

FROM: Jackie Schuh, Village Clerk

RE: Class "A" Fermented Malt Beverages and "Class A" Intoxicating Liquors

MEETING DATE: June 10, 2025

Background and Analysis:

All alcohol licenses for the 2024-2025 Liquor Licensing Year expire on June 30, 2025. Businesses listed in items 7b(i) through 7b(v) have applied for renewal of their Class "A" Fermented Malt Beverages and "Class A" Intoxicating Liquors licenses for the 2025-2026 Liquor Licensing Year. All application requirements, background checks, and agent appointments have been met. Outstanding fees due to the Village, if any, will be collected prior to the release of licenses. Publication fees are divided among all applicants and are due at the time of license pick up.

Recommendation:

I recommend Village Board approval of 2025-2026 Class "A" Fermented Malt Beverages and "Class A" Intoxicating Liquors licenses for each of the five businesses in items 7b(i) through 7b(v), contingent upon the payment of all fees, taxes, and monies due to the Village of Jackson prior to release.



Taking the lead in Washington County.

MEMO

TO: Brian Heckendorf, Village President
Jen Heidtke, Village Administrator
Village Board

FROM: Jackie Schuh, Village Clerk

RE: Cigarette/Tobacco/Vape Licenses

MEETING DATE: June 10, 2025

Background and Analysis:

All Cigarette, Tobacco and Vape Licenses for the 2024-2025 licensing year expire on June 30, 2025. Businesses listed in items 7c(i) through 7c(vii) have applied for renewal of their Cigarette, Tobacco and Vape licenses for the 2025-2026 licensing year. All application requirements, background checks, and agent appointments have been met. Outstanding fees due to the Village, if any, will be collected prior to the release of licenses.

Recommendation:

I recommend Village Board approval of 2025-2026 Cigarette, Tobacco and Vape licenses for each of the seven businesses listed in items 7c(i) through 7c(vii), contingent upon the payment of all fees, taxes, and monies due to the Village of Jackson prior to release.



Taking the lead in Washington County.

MEMO

TO: Brian Heckendorf, Village President
Jen Heidtke, Village Administrator
Village Board

FROM:

RE: Hotel/Motel Licenses

MEETING DATE: June 10, 2025

Background and Analysis:

All Hotel/Motel Licenses for the 2024-2025 licensing year expire on June 30, 2025. Businesses listed in items 7d(i) and 7d(ii) have applied for renewal of their Hotel/Motel Licenses for the 2025-2026 licensing year. All application requirements, background checks, and agent appointments have been met. Outstanding fees due to the Village, if any, will be collected prior to the release of licenses.

Recommendation:

I recommend Village Board approval of 2025-2026 Hotel/Motel licenses for businesses listed in items 7d(i) and 7d(ii), contingent upon the payment of all fees, taxes, and monies due to the Village of Jackson prior to release.

May 9, 2025

Village of Jackson
N168 W20733 Main Street
PO Box 637
Jackson, WI 53037

Attn: Mr. Jack Straehler II, Director of Public Works

Subject: Contractor's Application for Payment No. 1
Ridgeway Drive & Chestnut Court Reconstruction - REBID
Cedar Project No. 05789-0020

Dear Mr. Straehler:

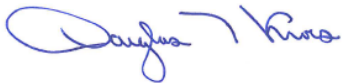
Enclosed for your use in payment to Advance Construction in the amount of \$299,636.65 is Contractor's Application for Payment No. 1.

Following your review and approval, please complete the application for payment forms within the areas reserved for the Owner. Thereafter, retain one copy for your records, provide the second copy to the Contractor with payment and provide the third copy to our office.

Should you have any questions, please feel free to contact me at our Cedarburg office.

Sincerely,

CEDAR CORPORATION



Douglas T. Kroes
Senior Construction Manager

Enclosed: As Noted

Cc: Shane Kofler, Advance Construction

Contractor's Application for Payment No. 1

Application Period: 4/1/25 - 05/09/25		Application Date: 5/9/2025
To (Owner): Village of Jackson	From (Contractor): Advance Construction	Via (Engineer): Cedar Corporation
Project: Ridgeway Dr. & Chestnut Ct. Reconstruction - REBID	Contract: Ridgeway Dr. & Chestnut Ct. Reconstruction - REBID	
Owner's Contract No:	Contractor's Project No:	Engineer's Project No: 05789-0020

Application For Payment Change Order Summary

Approved Change Orders				
Number	Additions	Deductions		
			1. ORIGINAL CONTRACT PRICE.....	\$ 1,636,443.05
			2. Net change by Change Orders.....	\$
			3. Current Contract Price (Line 1 ± 2).....	\$ 1,636,443.05
			4. TOTAL COMPLETED AND STORED TO DATE	
			(Column I total on Progress Estimates).....	\$ 315,407.00
			5. RETAINAGE:	
			a. 5% X \$315,407.00 Work Completed.....	\$ 15,770.35
			b. 5% X Stored Material.....	\$
			c. Total Retainage (Line 5.a + Line 5.b).....	\$ 15,770.35
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 299,636.65
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$
			8. AMOUNT DUE THIS APPLICATION.....	\$ 299,636.65
TOTALS				
NET CHANGE BY				
CHANGE ORDERS				

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

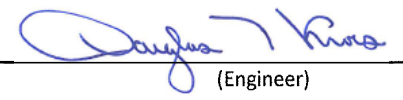
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By:  Date: 5/9/25

Payment of: \$ 299,636.65
(Line 8 or other - attach explanation of the other amount)

is recommended by:  5/9/25
(Engineer) (Date)

Payment of: \$ 299,636.65
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

Approved by: _____ Funding or Financing Entity (if applicable) _____ (Date)

Unit Price Progress Estimate

Contractor's Application

Project: Ridgeway Dr. & Chestnut Ct. Reconstruction - REBID							Application Number: 1						
Application Period: 4/1/25 - 05/09/25							Application Date: May 9, 2025						
A				B	C	D	E	F	G	H	I	J	
Item		Estimated Bid Quantity	Unit Price	Quantity Completed						Total Completed &		% Comp.	
Bid No.	Description			Previous Applications		This Application		Materials Stored		Stored to Date (C+E+G)			
				Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount		
1	Sanitary Manhole Chimney & Casting Replacement	1 E.A.	\$2,000.00										
2	48" Sanitary Manhole (4 Units)	56 V.F.	\$550.00			25.02	\$13,761.00			25.02	\$13,761.00	44.7%	
3	8" PVC Sanitary Sewer Pipe	841 L.F.	\$210.00			404	\$84,840.00			404	\$84,840.00	48.0%	
4	6" PVC Sanitary Sewer Lateral (14 Units)	515 L.F.	\$165.50			140	\$23,170.00			140	\$23,170.00	27.2%	
5	Abandon 8" Sanitary Sewer	509 L.F.	\$10.00										
6	Sanitary Lateral Cleanout	1 E.A.	\$500.00			1	\$500.00			1	\$500.00	100.0%	
7	8" PVC Water Main Pipe	353 L.F.	\$131.00			374	\$48,994.00			374	\$48,994.00	105.9%	
8	12" PVC Water Main Pipe	500 L.F.	\$165.00			500	\$82,500.00			500	\$82,500.00	100.0%	
9	8" Gate Valve	1 E.A.	\$2,562.00			1	\$2,562.00			1	\$2,562.00	100.0%	
10	12" Gate Valve	1 E.A.	\$4,580.00			1	\$4,580.00			1	\$4,580.00	100.0%	
11	4" PVC Water Service & Valve & Box (1 Unit)	29 L.F.	\$200.00			6	\$1,200.00			6	\$1,200.00	20.7%	
12	1 1/4" Water Service & Curb Stop & Box (13 Units)	619 L.F.	\$77.00										
13	Hydrant Assembly	3 E.A.	\$8,520.00			2	\$17,040.00			2	\$17,040.00	66.7%	
14	Abandon 6" Water Main	396 L.F.	\$7.00										
15	Abandon 12" Water Main	490 L.F.	\$13.00										
16	Salvage Hydrant and Valve	2 E.A.	\$1,000.00										
17	4" Dia. Storm Lateral (10 Units)	620 L.F.	\$60.00										
18	Common Excavation (Including Pavement Removal)	2400 C.Y.	\$22.00										
19	Saw Cutting Roadway & Driveways	326 L.F.	\$3.50										
20	Remove Concrete Sidewalk	4003 S.F.	\$0.60										
21	4" Concrete Sidewalk	7517 S.F.	\$6.60										
22	Curb Ramp Type 1	2 E.A.	\$1,500.00										
23	Remove Curb & Gutter	1710 L.F.	\$5.50										
24	30" Curb & Gutter Type "D"	1710 L.F.	\$20.00										
25	Remove Concrete Driveway Apron	704 S.F.	\$0.60										
26	7" Concrete Driveway Apron & Sidewalk	3279 S.F.	\$8.40										
27	Remove Concrete Driveway	567 S.F.	\$5.00										
28	7" Concrete Driveway	343 S.F.	\$8.40										
29	Remove Asphalt Driveway	397 S.Y.	\$4.95										
30	Asphalt Driveway	397 S.Y.	\$33.00										
31	Gravel Driveway	5 S.Y.	\$7.50										
32	Excavation Below Subgrade (EBS)	240 C.Y.	\$23.00										
33	EBS Backfill 1 1/4" Dense	480 TONS	\$16.00										
34	1 1/4" Dense Crushed Aggregate Base Course	1956 TONS	\$16.00										
35	Lower Layer HMA Pavement 3-1/4"	633 TONS	\$90.25										

Unit Price Progress Estimate

Contractor's Application

Project: Ridgeway Dr. & Chestnut Ct. Reconstruction - REBID							Application Number: 1						
Application Period: 4/1/25 - 05/09/25							Application Date: May 9, 2025						
A				B	C	D	E	F	G	H	I	J	
Item		Estimated Bid Quantity	Unit Price	Quantity Completed						Total Completed & Stored to Date (C+E+G)		% Comp.	
Bid No.	Description			Previous Applications		This Application		Materials Stored					
				Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount		
36	Upper Layer HMA Pavement 1-3/4"	341 TONS	\$96.00										
37	Relocate Sign	2 E.A.	\$300.00										
38	Traffic Control	1 L.S.	\$80,000.00			0.25	\$20,000.00			0.25	\$20,000.00	25.0%	
39	Remove Trees	5 E.A.	\$1,000.00										
40	Lawn Restoration	1 L.S.	\$13,000.00										
41	Inlet Protection	10 E.A.	\$65.00			10	\$650.00			10	\$650.00	100.0%	
A1-1	48" Sanitary Manhole (4 Units)	74 V.F.	\$580.00										
A1-2	8" PVC Sanitary Sewer Pipe	468 L.F.	\$260.00										
A1-3	6" PVC Sanitary Sewer Lateral (7 Units)	761 L.F.	\$165.50										
A1-4	12" PVC Water Main Pipe	486 L.F.	\$165.00			68	\$11,220.00			68	\$11,220.00	14.0%	
A1-5	8" Tapping Gate Valve	1 E.A.	\$7,035.00										
A1-6	4" PVC Water Service & Valve & Box (2 Unit)	37 L.F.	\$200.00										
A1-7	1 1/4" Water Service & Curb Stop & Box (3 Units)	98 L.F.	\$77.00										
A1-8	Hydrant Assembly	1 E.A.	\$8,520.00										
A1-9	Salvage Hydrant and Valve	1 E.A.	\$1,000.00										
A1-10	Nyloplast Yard Inlet Manhole with Grate	1 E.A.	\$3,500.00										
A1-11	12" Dia PVC Storm Sewer Pipe	26 L.F.	\$115.00										
A1-12	4" Dia. Storm Lateral (5 Units)	413 L.F.	\$60.00										
A1-13	Storm Lateral Cleanout	2 E.A.	\$500.00										
A1-14	Common Excavation (Including Pavement Removal)	950 C.Y.	\$22.00										
A1-15	Saw Cutting Roadway & Driveways	211 L.F.	\$3.70										
A1-16	Remove Concrete Sidewalk	2376 S.F.	\$0.60										
A1-17	4" Concrete Sidewalk	4078 S.F.	\$6.60										
A1-18	Curb Ramp Type 1	1 E.A.	\$1,500.00										
A1-19	Remove Curb & Gutter	905 L.F.	\$5.50										
A1-20	30" Curb & Gutter Type "D"	905 L.F.	\$20.00										
A1-21	Remove Concrete Driveway Apron	348 S.F.	\$0.60										
A1-22	7" Concrete Driveway Apron & Sidewalk	1074 S.F.	\$8.40										
A1-23	Remove Concrete Driveway	33 S.F.	\$5.00										
A1-24	7" Concrete Driveway	12 S.F.	\$8.40										
A1-25	Remove Asphalt Driveway	102 S.Y.	\$4.95										
A1-26	Asphalt Driveway	186 S.Y.	\$33.00										
A1-27	Gravel Driveway	16 S.Y.	\$7.50										
A1-28	Excavation Below Subgrade (EBS)	100 C.Y.	\$23.00										
A1-29	EBS Backfill 1 1/4" Dense	200 TONS	\$16.00										

Unit Price Progress Estimate

Contractor's Application

Project: Ridgeway Dr. & Chestnut Ct. Reconstruction - REBID							Application Number: 1					
Application Period: 4/1/25 - 05/09/25							Application Date: May 9, 2025					
A				B	C	D	E	F	G	H	I	J
Item		Estimated Bid Quantity	Unit Price	Quantity Completed						Total Completed & Stored to Date (C+E+G)		% Comp.
Bid No.	Description			Previous Applications		This Application		Materials Stored				
				Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	
A1-30	1 1/4" Dense Crushed Aggregate Base Course	1040 TONS	\$16.00									
A1-31	Lower Layer HMA Pavement 3-1/4"	337 TONS	\$90.25									
A1-32	Upper Layer HMA Pavement 1-3/4"	181 TONS	\$96.00									
A1-33	Traffic Control	1 L.S.	\$16,000.00			0.25	\$4,000.00			0.25	\$4,000.00	25.0%
A1-34	Remove Trees	1 E.A.	\$1,000.00									
A1-35	Lawn Restoration	1 L.S.	\$5,500.00									
A1-36	Inlet Protection	4 E.A.	\$65.00			4	\$260.00			4	\$260.00	100.0%
A2-1	Nyloplast Yard Inlet Manhole with Grate	1 E.A.	\$3,500.00									
A2-2	12" Dia PVC Storm Sewer Pipe	88 L.F.	\$115.00									
A2-3	Storm Cleanout	1 E.A.	\$500.00									
A2-4	Connection to Existing Catch Basin	1 E.A.	\$500.00									
A2-5	Remove & Replace Concrete Sidewalk	50 S.F.	\$26.00									
A2-6	Remove & Replace Curb & Gutter	25 L.F.	\$92.00									
A2-7	Gravel Driveway Restoration	20 S.Y.	\$7.50									
A2-8	Traffic Control	1 L.S.	\$200.00									
A2-9	Lawn Restoration	1 L.S.	\$1,250.00									
A2-10	Inlet Protection	2 E.A.	\$65.00			2	\$130.00			2	\$130.00	100.0%

AIA Document G702™ – 1992

Application and Certificate for Payment

TO OWNER: Village of Jackson N168 W19851 Main Street Jackson, WI 53037 FROM CONTRACTOR: J.H. HASSINGER, INC. N60 W16289 Kohler Lane Menomonee Falls, WI 53051	PROJECT: Jackson Tertiary Filters W194N16658 Eagle Drive Jackson, WI 53037 VIA ARCHITECT:	APPLICATION NO: 15 PERIOD TO: 5/15/2025 CONTRACT FOR: Jackson Tertiary Filters CONTRACT DATE: 3/11/2024 PROJECT NOS: / / INVOICE NO: 12842	Distribution to: OWNER ☐ ARCHITECT ☐ CONTRACTOR ☐ FIELD ☐ OTHER ☐
--	---	---	--

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
 AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$	4,715,248.00
2. NET CHANGE BY CHANGE ORDERS	\$	-88,166.05
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	4,627,081.95
4. TOTAL COMPLETED & STORED TO DATE (Column C on G703)	\$	4,393,502.00
5. RETAINAGE:		
a. <u>5</u> % of Completed Work (Columns D + E on G703)	\$	211,575.10
b. <u>5</u> % of Stored Material (Column F on G703)	\$	8,100.00
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$	219,675.10
6. TOTAL EARNED LESS RETAINAGE	\$	4,173,826.90
(Line 4 minus Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$	3,672,066.35
(Line 6 from prior Certificate)		
8. CURRENT PAYMENT DUE	\$	501,760.55
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 minus Line 6)	\$	453,255.05

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 56,233.95	\$ 144,400.00
Total approved this month	\$ 0.00	\$ 0.00
TOTAL	\$ 56,233.95	\$ 144,400.00
NET CHANGES by Change Order	\$ -88,166.05	

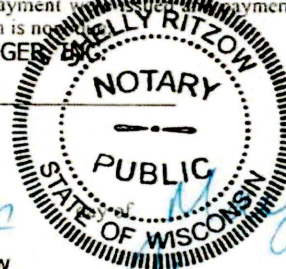
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued, and that current payment received from the Owner, and that current payment shown herein is not in excess of the amount received from the Owner.

CONTRACTOR: J.H. HASSINGER

By: _____
 State of: WI
 County of: Waukesha

Subscribed and sworn to before
 me this

Notary Public: Shelly Ritzow
 My commission expires: 8/1/2027



Date: 5/19/2025

19th May 2025
 Shelly Ritzow

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 501,760.55

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____ Date: 5/19/2025

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

AIA Document G702™ – 1992. Copyright © 1953, 1963, 1965, 1971, 1978, 1983 and 1992 by The American Institute of Architects. All rights reserved. **WARNING:** This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail The American Institute of Architects' legal counsel, copyright@aia.org.

010711AGD44

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.:

APPLICATION DATE: 15

PERIOD TO: 5/19/2025

ARCHITECT'S PROJECT NO.: 5/15/2025

Page 2

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	General Conditions	155,178.00	131,000.00	15,000.00	0.00	146,000.00	94	9,178.00	7,300.00
2	Bonds and Insurance	90,000.00	90,000.00	0.00	0.00	90,000.00	100	0.00	4,500.00
3	Mobilization	20,000.00	20,000.00	0.00	0.00	20,000.00	100	0.00	1,000.00
4	Demolition	64,636.00	57,500.00	7,136.00	0.00	64,636.00	100	0.00	3,231.80
5	Excavation and Shoring	280,000.00	268,500.00	11,500.00	0.00	280,000.00	100	0.00	14,000.00
6	Paving	27,000.00	0.00	0.00	0.00	0.00	0	27,000.00	0.00
7	Landscaping	13,000.00	0.00	0.00	0.00	0.00	0	13,000.00	0.00
8	Concrete Labor	230,000.00	200,000.00	30,000.00	0.00	230,000.00	100	0.00	11,500.00
9	Concrete Materials	150,000.00	127,200.00	22,800.00	0.00	150,000.00	100	0.00	7,500.00
10	Precast Plank	29,500.00	29,500.00	0.00	0.00	29,500.00	100	0.00	1,475.00
11	Masonry	100,000.00	100,000.00	0.00	0.00	100,000.00	100	0.00	5,000.00
12	Steel	235,000.00	202,600.00	32,400.00	0.00	235,000.00	100	0.00	11,750.00
13	Carpentry	100,000.00	90,500.00	9,500.00	0.00	100,000.00	100	0.00	5,000.00
14	Air Barrier and Damp Proofing	9,000.00	9,000.00	0.00	0.00	9,000.00	100	0.00	450.00
15	Roofing	62,000.00	62,000.00	0.00	0.00	62,000.00	100	0.00	3,100.00
16	Caulking	14,000.00	8,500.00	5,500.00	0.00	14,000.00	100	0.00	700.00
17	OH and Doors	34,000.00	34,000.00	0.00	0.00	34,000.00	100	0.00	1,700.00
18	Painting	100,000.00	64,500.00	35,500.00	0.00	100,000.00	100	0.00	5,000.00
19	Plumbing	117,000.00	105,700.00	11,300.00	0.00	117,000.00	100	0.00	5,850.00
20	HVAC	300,000.00	270,000.00	20,000.00	0.00	290,000.00	97	10,000.00	14,500.00
21	Process	600,500.00	504,800.00	85,000.00	0.00	589,800.00	98	10,700.00	29,490.00
22	Electrical Materials	107,561.00	98,900.00	6,500.00	0.00	105,400.00	98	2,161.00	5,270.00



AIA DOCUMENT G703 • CONTINUATION SHEET FOR G702 • 1992 EDITION • AIA® • ©1992 • THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006-5292 • WARNING: Unlicensed photocopying violates U.S. copyright laws and will subject the violator to legal prosecution.

G703-1992

CAUTION: You should use an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.:

APPLICATION DATE: 15

PERIOD TO: 5/19/2025

ARCHITECT'S PROJECT NO.: 5/15/2025

Page 3

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G + C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
23	Electrical Labor	175,000.00	160,500.00	12,000.00	0.00	172,500.00	99	2,500.00	8,625.00
24	Electrical Controls	175,340.00	0.00	135,500.00	0.00	135,500.00	77	39,840.00	6,775.00
25	Excavation Allowance	13,000.00	0.00	0.00	0.00	0.00	0	13,000.00	0.00
26	Trench Excavation Allowance	16,000.00	0.00	0.00	0.00	0.00	0	16,000.00	0.00
27	Structural Fill Allowance	52,000.00	0.00	0.00	0.00	0.00	0	52,000.00	0.00
28	Reinforced Concrete Allowance	60,000.00	0.00	0.00	0.00	0.00	0	60,000.00	0.00
29	Crushed Aggregate Base Allowance	2,200.00	0.00	0.00	0.00	0.00	0	2,200.00	0.00
30	Geo Textile Allowance	1,200.00	0.00	0.00	0.00	0.00	0	1,200.00	0.00
31	Sidewalk Allowance	4,500.00	0.00	0.00	0.00	0.00	0	4,500.00	0.00
32	Soil Testing	10,000.00	0.00	0.00	0.00	0.00	0	10,000.00	0.00
33	Electric Utility	4,000.00	0.00	0.00	0.00	0.00	0	4,000.00	0.00
34	Gas Utility	4,000.00	0.00	0.00	0.00	0.00	0	4,000.00	0.00
35	Polymer Tote	3,000.00	0.00	0.00	0.00	0.00	0	3,000.00	0.00
36	Shop Equipment	10,000.00	0.00	0.00	0.00	0.00	0	10,000.00	0.00
37	Filters	837,000.00	753,300.00	0.00	0.00	753,300.00	90	83,700.00	37,665.00
38	UV Treatment	209,633.00	209,633.00	0.00	0.00	209,633.00	100	0.00	10,481.65
39	Site Utilities	300,000.00	267,700.00	32,300.00	0.00	300,000.00	100	0.00	15,000.00
40	CO#1	56,233.95	0.00	56,233.00	0.00	56,233.00	100	0.95	2,811.65
41	CO#2	-144,400.00	0.00	0.00	0.00	0.00	0	-144,400.00	0.00
		4,627,081.95	3,865,333.00	528,169.00	0.00	4,393,502.00	95	233,579.95	219,675.10



AIA DOCUMENT G703 • CONTINUATION SHEET FOR G702 • 1992 EDITION • AIA® • ©1992 • THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006-5292 • WARNING: Unlicensed photocopying violates U.S. copyright laws and will subject the violator to legal prosecution.

G703-1992

CAUTION: You should use an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

☒ Clean Water Fund Program ☐ Safe Drinking Water Loan Program

Notice: This form is authorized by ss. 281.58, 281.59, and 281.61, Wis. Stats. Submittal of a completed form to the Department is mandatory for all applicants seeking payments from the Clean Water Fund Program, the Environmental Improvement Fund or the Safe Drinking Water Loan Program. Failure to submit a completed form to the Department shall be grounds for denial of payment. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Public Records Law [ss. 19.31-19.39, Wis. Stats.]. **See page 2 for instructions and payment cycles.**

1. Municipality Village of Jackson	2. Project Number 4266-04	3. Request Number 12	4. Type of Request ☒ Partial ☐ Final
---------------------------------------	------------------------------	-------------------------	--

Disbursement worksheet must be completed and invoices must be attached for all costs.	This Claim	For DNR Use Only	
		Adjustments	Claim Amount Paid
Force Account	\$	\$	\$
Interim Financing			
Preliminary Design/Engineering			
Land or Easement Acquisition			
Engineering / Construction Management	8,952.50		
Construction / Equipment	501,760.55		
Miscellaneous Costs			
EIF Closing Costs			
Total Requested	510,713.05		

Municipal Certification

I certify: (The following boxes must be marked before this request will be processed.)

- ☒ The amounts requested are in accordance with the terms of the Financial Assistance Agreement (FAA) and are for eligible project costs that have been incurred and have not been reimbursed on any previous request.
- ☒ I am the municipal representative authorized to complete this request and that all necessary approvals by consultants and municipal governing officials have been obtained.
- ☒ The Project complies with the Davis-Bacon and Related Acts, which require that all laborers and mechanics employed by the contractors, and subcontractors, were paid wages at rates not less than those listed on the prevailing wage rate contained in the contract documents.
- ☒ The Davis-Bacon poster was posted at all times by the contractor and subcontractors at the work site.
- ☒ All contractors have provided the municipality or engineer with certified weekly payrolls for labor performed for all costs requested with this Request for Disbursement for Financial Assistance Programs Form.

Signature of Municipal Representative _____ Date Signed _____
 Title Village President Telephone Number (262) 423-7282

DO NOT WRITE BELOW THIS LINE - DNR USE ONLY			
Received Date	DNR Approval and Date	DOA Approval and Date	Project At %
Comments			

Instructions

Type or print legibly.

1. Enter the official name of the municipality.
2. Enter the project number.
3. Number the Request for Disbursement sequentially starting with 1.
4. Select "Partial" until the final request is submitted. When it is the final request, it is important that it be indicated as final.

The request must be signed by a municipal representative employed by the municipality. This representative is certifying that the requested costs are in accordance with the terms set forth in the FAA. Also, indicate the title of the representative, the date signed, and the telephone number, including area code.

PAYMENT CYCLES

Request for Disbursement forms received by the DNR by the Friday before the first Wednesday of the month are disbursed on the second Wednesday of the month. Forms received by the Friday before the third Wednesday of the month are disbursed on the fourth Wednesday of the month. Changes to this schedule will be made for Federal Holidays.

Form 8700-215 (R 12/22)

Page 3 of 4

Payment Request Worksheet

Payment Request Worksheet				Municipality Village of Jackson								6. Other Funding Indicate Dollar Amount and Fund Source, i.e., CDBG, RD, internal funds	
☒ Clean Water Fund Program ☐ Safe Drinking Water Loan Program				Project Number 4266-04					Request Number 12				
				5. Budget Categories (Requesting EIF funds for incurred eligible costs.)									
1. Date of Invoice	2. Payee	3. Invoice Number	4. Total Invoice Amount	Force Account	Interim Financing	Preliminary Design/ Engineering	Land or Easement Acquisition	Engineering/ Construction Management	Construction /Equipment*	Misc. Costs	Closing Costs	Amt.	Source
06/01/2013	Sample		250,000.00						200,000.00			50,000.00	CDBG
05/19/2025	JH Hassinger, Inc.	#15	501,760.55						501,760.55				
04/05/2025	Town and Country Engineering	28112	8,952.50					8,952.50					
(SUB) TOTAL			510,713.05					8,952.50	501,760.55				

*Change orders must be approved by the Construction Management Engineer prior to disbursement.

Instructions

Type or print legibly. Items 1 through 4 are self-explanatory. Specific instructions for each column are as follows:

1. Date of Invoice

2. Payee--Enter name listed on invoice of contractor, consultant, or vendor. Indicate municipality name for all work associated with force account for labor or equipment.

3. Invoice Number

4. Total Invoice Amount--This amount is auto-summed and calculated from what is entered in the Budget Categories (column 5) and the Other Funding Sources (column 6).

5. Budget Categories--The amount of eligible costs being claimed in column 4 must be broken down and entered under the appropriate budget categories. **Only expenditures for budgeted costs approved in the Financial Assistance Agreement (FAA) or amendment may be claimed.**

Force Account--Force Account is the work a municipality performs using its own employees and/or equipment. Documentation must be submitted verifying the personnel who did the work, hours worked, hourly wage and scope of work. For equipment, indicate the type of equipment and the work performed, the dates and hours of use, and the hourly cost. Enter amount to be reimbursed for personnel and equipment costs.

Interim Financing--Interim financing is a debt to temporarily finance a project. Enter the amounts associated with the preparation, approval, issuance, and sale of interim financing (includes bond counsel, financial consultants, and underwriters fees).

Preliminary Design/Engineering--Enter contract costs for preliminary design/engineering services.

Land/Easements--Enter all amounts associated with the acquisition of land and easements for this project.

Engineering/Construction Mgt.--Enter contract costs associated with engineering/construction management for this project.

Construction/Equipment--Enter costs associated with the contracted construction and equipment costs. Costs not included in a construction or equipment contract should be entered on the Miscellaneous line.

Miscellaneous Costs--Enter costs that are outside the scope of the engineering, construction and equipment contracts. These costs can include computers, start-up laboratory equipment, materials, supplies, bid advertising, etc. Construction-related items require prior review and approval by the regional Construction Management Engineer (CME) before seeking reimbursement. The municipality must provide the CME with a copy of the vendor's invoice, procurement method used and applicable bidding and contracting documentation. Once the CME has determined eligibility and given approval, the municipality may request reimbursement.

Closing Costs--Enter the eligible costs for closing purposes, which includes bond counsel and legal fees.

6. Other Funding Sources--(if applicable) Enter costs identified in the FAA as being paid by other sources, i.e., CDBG grant, municipal funds, Rural Development. These costs will not be reimbursed by the EIF.

For more information, visit <https://dnr.wi.gov/Aid/documents/EIF/Guide/pay.html>

Send the Request for Disbursement form, along with supporting invoices by one of these methods:

Email: DNRCFELDisbursements@Wisconsin.gov

Fax: 608-267-0496

U.S. Mail: Environmental Loans - CF/2
Dept of Natural Resources
PO Box 7921
Madison WI 53707-7921

UPS or FedEx: Environmental Loans - CF/2
Dept of Natural Resources
101 S. Webster Street
Madison WI 53703

RESOLUTION #25-18

PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POLICE POWERS, UNDER SECTION 66.0703 OF THE WISCONSIN STATUTES

WHEREAS, the Village Board of the Village of Jackson, Washington County, Wisconsin is pursuing the construction and reconstruction of public improvements consisting of water and sanitary sewer mains; storm sewers; pavement; curb and gutter; and sidewalks and the related improvements and expenses for the benefit of the properties described on Exhibit A hereto.

BE IT RESOLVED, by the Village Board of the Village of Jackson, Washington County, Wisconsin:

1. The Village Board hereby declares its intention to exercise its police power under Section 66.0703 of the Wisconsin Statutes to levy special assessments upon the properties described in Exhibit A hereto, for special benefits conferred upon such property by the construction of public improvements consisting of water and sanitary sewer mains; storm sewers; pavement; curb and gutter; and sidewalks and the related improvements and expenses.
2. The Village Board hereby determines that the construction of such improvements is in the best interest of, and for the health and welfare of the municipality and the property benefited by the improvements, and therefore constitutes an exercise of the police power.
3. The amount of such assessments shall be determined and levied upon completion of the construction of public improvements consisting of water and sanitary sewer mains; storm sewers; pavement; curb and gutter; and sidewalks and the related improvements and expenses.
4. The number of installments, rate of interest, and the terms of payment will be included in the Final Resolution after the Public Hearing; which will be held upon completion of the project, when final costs have been determined.
5. Every Special Assessment levied under this Resolution, shall be a lien against the property assessed, from the date of the Final Resolution of the Village Board determining the levy.
6. The Village Engineer shall prepare a report consisting of the following:
 - a. Preliminary of the final plans and specifications for the Public Works.

- b. An estimate of the entire cost of the proposed improvements.
- c. A schedule of the proposed properties against which the assessments are to benefit.
- d. A statement that each property against which the assessments are proposed, has been inspected and is benefited, setting forth the basis of such benefit.
- e. Upon completion of the report, the Village Engineer shall file a copy with the Village Clerk, and with the Village Treasurer.

7. The Village Clerk shall make a copy of the report available for public inspection.

Introduced by: _____ Seconded by: _____

Vote: ____ ayes ____ nays Passed and Approved: _____

Brian Heckendorf - Village President

Attest: _____
Jacqueline Schuh- Village Clerk

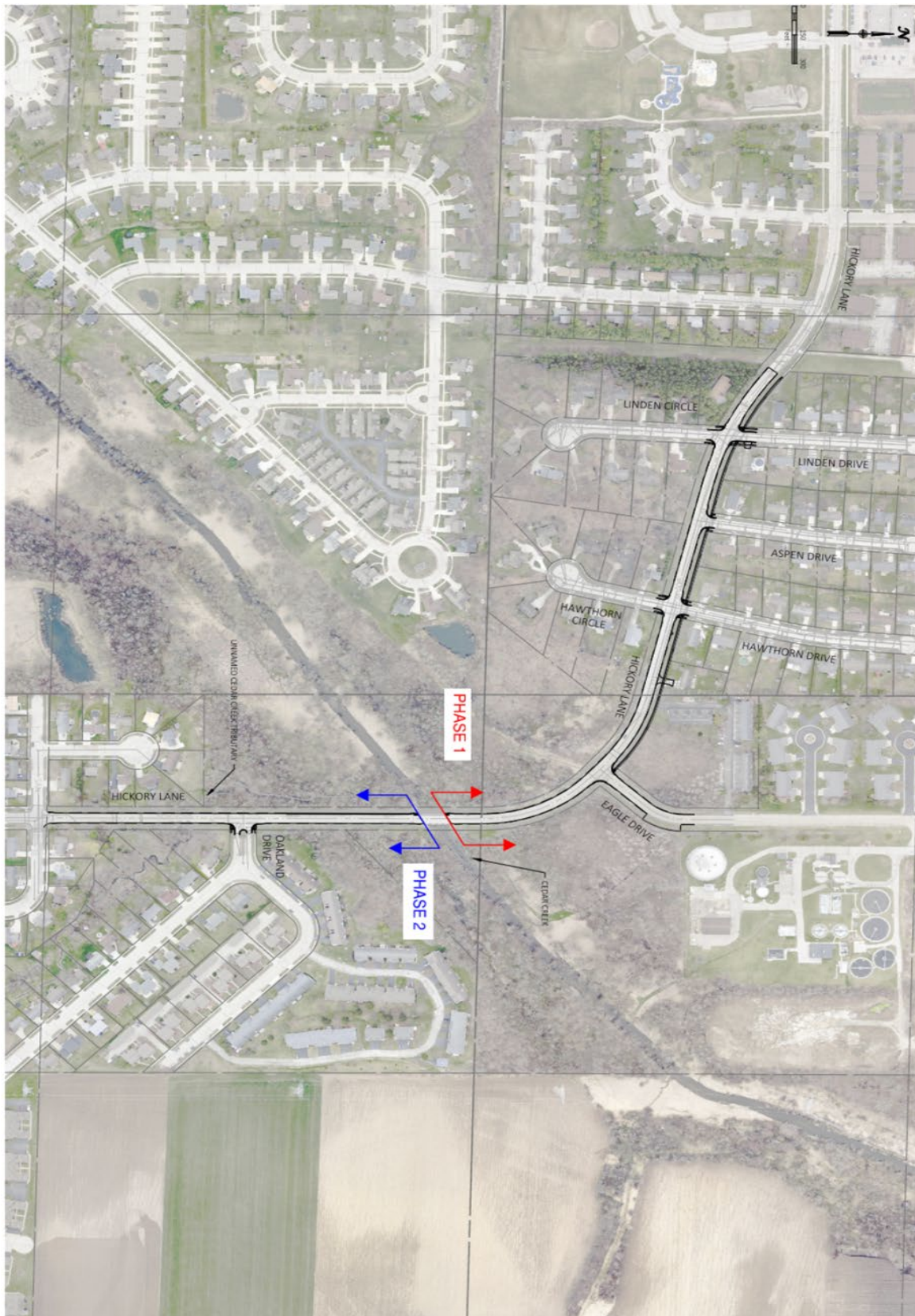
Proof of Posting:

I the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office and one other location in the Village.

Village Official

Date

Exhibit A - Preliminary Intent to Assess - Hickory Lane



Village of Jackson Community Center Addition
Application and Certification for Payment
March 2025 Summary



Village of Jackson
Parks and Recreation Department
N165W20330 Hickory Lane
Jackson, Wisconsin 53037

Attn: Kelly Valentino, Parks and Recreation Director

RE: Jackson Community Center Addition
Project Pay Application #10
MCS Project # 23033

Enclosed for your use in payment to Moore Construction Services is Pay Application #10 for \$217,326.10.

Moore Construction Services has verified the work completed by project contractors and approved the amounts included in column G of the AIA G702 and G703 Application and Certification for Payment.

Following your review and approval, please complete the application for payment forms within the areas reserved for the OWNER. Thereafter, retain one copy for your records, provide the second copy to Moore Construction Services.

Please feel free to contact me with any questions or concerns.

Regards,

A handwritten signature in black ink, appearing to read "JMK", is positioned above the printed name of the sender.

Jason M. Kruchko
Moore Construction Services
Project Manager

Enclosed: AIA G702-1992 Application and Certificate for Payment #10 dated March 31, 2025

Application and Certificate for Payment

TO OWNER:
Village of Jackson
N165 W20330 Hickory Lane
Jackson, WI 53037

PROJECT:
Jackson Community Center
N168 W20330 Hickory Lane
Jackson, WI 53037

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

VIA ARCHITECT:

APPLICATION NO: 10
PERIOD TO: 3/31/2025
CONTRACT FOR: Jackson Community Center
CONTRACT DATE: 8/8/2023
PROJECT NOS: 23033 / /
INVOICE NO: 3770

Distribution to:
OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
FIELD ☐
OTHER ☐

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$ 5,681,885.00
2. NET CHANGE BY CHANGE ORDERS	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 5,681,885.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 4,983,045.00
5. RETAINAGE:	
a. <u>5</u> % of Completed Work (Columns D + E on G703)	\$ 249,152.25
b. <u>0</u> % of Stored Material (Column F on G703)	\$ 0.00
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$ 249,152.25
6. TOTAL EARNED LESS RETAINAGE	\$ 4,733,892.75
(Line 4 minus Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 4,516,566.65
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$ 217,326.10
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 minus Line 6)	\$ 947,992.25

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 137,481.00	\$ 137,481.00
Total approved this month	\$ 0.00	\$ 0.00
TOTAL	\$ 137,481.00	\$ 137,481.00
NET CHANGES by Change Order	\$ 0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Moore Construction Services LLC

By: Michael J. Moore

Date: 3/31/25

State of: WI

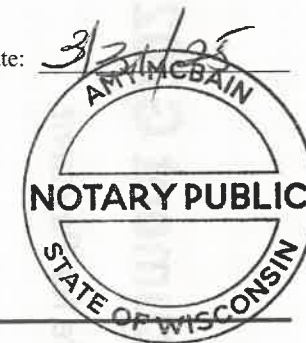
County of: Waukesha

Subscribed and sworn to before me this

Amy McBain
Notary Public: Amy McBain

My commission expires: 1/16/2028

31 day of March 2025



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____

Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

Continuation Sheet

Page 2

AIA Document G702™–1992, Application and Certificate for Payment, or G732™–2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 10
APPLICATION DATE: 3/31/2025
PERIOD TO: 3/31/2025
ARCHITECT'S PROJECT NO: 23033

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C – G)	RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
01	Concrete	326,528.00	317,911.00	0.00	0.00	317,911.00	97	8,617.00	15,895.55
02	Concrete Floor	0.00	0.00	0.00	0.00	0.00	***	0.00	0.00
03	Masonry	168,168.00	151,168.00	0.00	0.00	151,168.00	90	17,000.00	7,558.40
04	Metal Fabrications	383,684.00	383,684.00	0.00	0.00	383,684.00	100	0.00	19,184.20
05	Colf Form Framing & Gyp	399,101.00	383,450.00	0.00	0.00	383,450.00	96	15,651.00	19,172.50
06	General Trades & Carpentry	531,721.00	414,139.00	116,582.00	0.00	530,721.00	100	1,000.00	26,536.05
07	Roofing	366,500.00	366,500.00	0.00	0.00	366,500.00	100	0.00	18,325.00
08	EIFS	98,604.00	88,164.00	0.00	0.00	88,164.00	89	10,440.00	4,408.20
09	Air Barrier	43,600.00	43,600.00	0.00	0.00	43,600.00	100	0.00	2,180.00
10	Aluminum Storefront Systems	255,649.00	144,000.00	104,149.00	0.00	248,149.00	97	7,500.00	12,407.45
11	Safety Laminates	119,163.00	0.00	0.00	0.00	0.00	0	119,163.00	0.00
12	Tile & Flooring	140,417.00	126,376.00	11,050.00	0.00	137,426.00	98	2,991.00	6,871.30
13	Acoustical Ceiling Tile	94,776.00	85,547.00	5,750.00	0.00	91,297.00	96	3,479.00	4,564.85
14	Wall Coverings & Painting	81,230.00	68,330.00	7,900.00	0.00	76,230.00	94	5,000.00	3,811.50
15	Fire Suppression	51,000.00	51,000.00	0.00	0.00	51,000.00	100	0.00	2,550.00
16	Plumbing	206,984.00	184,000.00	20,000.00	0.00	204,000.00	99	2,984.00	10,200.00
17	HVAC	498,717.00	487,457.00	0.00	0.00	487,457.00	98	11,260.00	24,372.85
18	Electrical	294,387.00	293,600.00	0.00	0.00	293,600.00	100	787.00	14,680.00
19	Low Voltage	121,208.00	74,668.00	46,540.00	0.00	121,208.00	100	0.00	6,060.40
20	Earthwork	158,165.00	145,592.00	0.00	0.00	145,592.00	92	12,573.00	7,279.60
21	Pavement	64,780.00	17,567.00	0.00	0.00	17,567.00	27	47,213.00	878.35
22	Fencing	143,245.00	34,000.00	0.00	0.00	34,000.00	24	109,245.00	1,700.00
	GRAND TOTAL								

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

AIA Document G703™ – 1992. Copyright © 1963, 1965, 1966, 1967, 1970, 1978, 1983 and 1992 by The American Institute of Architects. All rights reserved. **WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.** Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail The American Institute of Architects' legal counsel, copyright@aia.org

101210ACD44

Continuation Sheet

Page 3

AIA Document G702™–1992, Application and Certificate for Payment, or G732™–2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 10
APPLICATION DATE: 3/31/2025
PERIOD TO: 3/31/2025
ARCHITECT'S PROJECT NO: 23033

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C – G)	RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
23	Landscaping & Retaining Wall	49,929.00	29,195.00	0.00	0.00	29,195.00	58	20,734.00	1,459.75
24	Utilities	112,534.00	112,534.00	0.00	0.00	112,534.00	100	0.00	5,626.70
25	Artificial Surfacing	41,086.00	0.00	0.00	0.00	0.00	0	41,086.00	0.00
26	Wood Floor Rein & Stripe	20,387.00	0.00	0.00	0.00	0.00	0	20,387.00	0.00
27	General Conditions	321,849.00	235,276.00	59,000.00	0.00	294,276.00	91	27,573.00	14,713.80
28	Performance Bond	54,000.00	54,000.00	0.00	0.00	54,000.00	100	0.00	2,700.00
29	Building Permit	11,902.00	11,902.00	0.00	0.00	11,902.00	100	0.00	595.10
30	Construction Managment Fee	313,217.00	226,896.00	36,137.00	0.00	263,033.00	84	50,184.00	13,151.65
31	Liability Insurance	43,065.00	31,320.00	7,830.00	0.00	39,150.00	91	3,915.00	1,957.50
32	Owner Contingency	151,289.00	0.00	0.00	0.00	0.00	0	151,289.00	0.00
33	Allowance Testing Services; Soils & Concrete	10,000.00	1,938.00	1,160.00	0.00	3,098.00	31	6,902.00	154.90
34	Allowance Soil Borings	5,000.00	3,133.00	0.00	0.00	3,133.00	63	1,867.00	156.65
	GRAND TOTAL	5,681,885.00	4,566,947.00	416,098.00	0.00	4,983,045.00	88	698,840.00	249,152.25

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

**Partial
WAIVER OF LIEN**

Date: March 30, 2025

For value received, we hereby waive all rights and claims for lien on land and buildings about to be erected, being erected, erected, altered or repaired and to the appurtenances thereunto, for

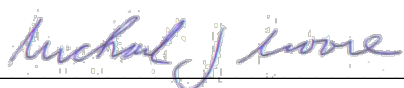
Village of Jackson, Owner
by
Moore Construction Services LLC, Contractor
For
Construction Management Services
same being situated in the State of Wisconsin, described as

Project #23033
Jackson Community Center
N168W20330 Hickory Lane
Jackson, WI 53037

for all labor, services, materials, plans or specifications performed, furnished or procured by undersigned for the erection, construction, alteration or repair of said building and appurtenances, **TO DATE**.

This Waiver also applies to rights and claims on any payment bond(s) furnished in conjunction with the project.

The Contractor also certifies that to the extent Contractor has previously received payment from Village of Jackson all of the Contractor's Subcontractors and Suppliers have been paid in full, and that this payment will be used to make all payments due Subcontractors and Suppliers. Contractor and the individual executing this Lien Waiver on behalf of Contractor personally, shall indemnify and defend Village of Jackson against any and all claims, costs, damages, liabilities (including reasonable attorneys' fees) arising out of any matters inconsistent with the foregoing certifications.

By 
Michael J. Moore
Moore Construction Services, LLC

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Advantage Acoustical** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for acoustical ceilings labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment. Acoustech Supply, Inc., EquipmentShare, Inc., L&W Supply Corporation
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:Signature: Joy OvadalName & Title: Joy Ovadal, administratorDate: April 16, 2025

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

Check mailed 4/21/25

**WAIVER OF LIEN – FINAL
MATERIALS OR LABOR (Wisconsin)**

State of Wisconsin

TO WHOM IT MAY CONCERN

Whereas, we the undersigned L&W Supply Corporation, 300 S Riverside Plaza, Suite 200, Chicago, IL 60606 have been employed by

Advantage Acoustical

To Furnish Building Materials for the premises known as:

Jackson Community Center

N168W20330 Hickory Ln, Jackson, WI 53037

Owner: Village of Jackson

Washington County

State of Wisconsin

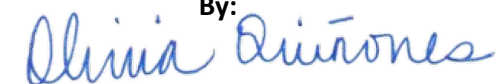
The undersigned for and inconsideration of: Paid in full

And other good and valuable considerations, the receipt whereof is hereby acknowledged, does hereby waive and release any and all lien, or claim, or right of lien on said above described building and premises under the Statutes of the State of Wisconsin relating to Mechanic's Liens, on account of labor or materials, or both, furnished by the undersigned for the above described premises.

Dated April 16, 2025

L&W Supply Corporation

By:

A handwritten signature in blue ink, reading "Olivia Quiñones", is written over a horizontal line.

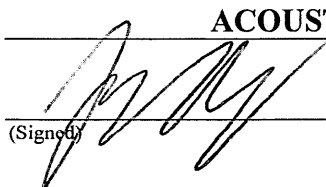
Customer Acct. Executive

WAIVER OF LIEN

For value received, We hereby waive our rights and claims for lien on
land and on buildings about to be erected, altered or repaired and to the appurtenances thereunto,
for Village of Jackson owner ,
by Advantage Acoustical contractor ,
for Acoustical ceiling materials purchased

Same being situated in Washington County, State of Wisconsin, describe _____
as
Jackson Community Center
N168W20330 Hickory Ln
Jackson WI 53037

for all labor performed and for all material furnished for the erection, construction, alteration or repair of
said building and appurtenances, except, None, final in full.

ACOUSTECH SUPPLY, INC.

(Signed)
Joseph Popalisky, Secretary
(Print Name, Title)
April 21, 2025
(Date)

UNCONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.

Identifying Information

Name of Claimant: Equipmentsshare

Name of Customer: ADVANTAGE ACOUSTICAL, LLC

Job Location: N168W20330 Hickory Ln, Jackson, WI 53037

Owner:

Unconditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for all labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has been paid in full.

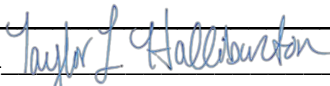
Exceptions

This document does not affect any of the following:

Disputed claims for extras in the Amount of: \$ 0.00

Signature

Claimant's Signature:



Claimant's Title: Lien Waiver Specialist

Date of Signature: 4.16.25

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Blair Commercial Painting, LLC** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for wall coverings and painting labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

Signature: Frank Mills

Name & Title: President

Date: 4/14/25

Check Mailed 4/16/2025

W146 N5650 Enterprise Avenue | Menomonee Falls, WI 53051 | P: 262-345-1280

UNCONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT

The undersigned has been paid and has received a progress payment in the sum of \$3,907.24

for all labor services, equipment or material furnished to **BLAIR COMMERCIAL PAINTING LLC**

on the job of **10687 JACKSON COMMUNITY CENTER**

located at **N165W20330 HICKORY LN, JACKSON WI 53037 USA**

and does hereby waive and release any right to a mechanic's lien, stop notice, or bond right that the undersigned has on the above referenced job to the following extent. This release covers a progress payment for labor, services, equipment, or materials furnished to

BLAIR COMMERCIAL PAINTING LLC

through **01/31/2025**

only and does not cover any retention before or after the release date; extras furnished before the release date for which payment has not been received; extras or items furnished after the release date. Rights based upon work performed or items furnished under a written change order which has been fully executed by the parties prior to the release date are covered by this release unless specifically reserved by the claimant in the release. This release of any mechanic's lien, stop notice, or bond right shall not otherwise affect the contract rights, including rights between parties to the contract based upon a rescission, abandonment or breach of the contract, or the right of the undersigned to recover compensation for furnished labor, services, equipment or material covered by this release if that furnished labor, services, equipment or material was not compensated by the progress payment.

As of: **04/16/2025**

The Sherwin-Williams Company

State of: Ohio

County of: Cuyahoga

The foregoing instrument was acknowledged before me 16th day of April, 2025

Brittany Wressell
Your Name Here, Notary Public

My Commission Expires 3/4/29

By [Signature]

PRINT NAME: Kira Wondrak

PRINT TITLE: Financial Analyst

**NOTICE TO PERSONS SIGNING THIS WAIVER:
THIS DOCUMENT WAIVES RIGHTS
UNCONDITIONALLY AND STATES THAT YOU
HAVE BEEN PAID FOR GIVING UP THOSE
RIGHTS. THIS DOCUMENT IS ENFORCEABLE
AGAINST YOU IF YOU SIGN IT, EVEN IF YOU
HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN
PAID, USE A CONDITIONAL RELEASE FORM.**

NOTE: Where the claimant is required to execute a waiver and release in exchange for, or in order to induce payment of, a progress payment and the claimant asserts in the waiver it has, in fact, been paid the progress payment, the waiver and release shall follow substantially the form set forth above.

rev1/94
release2.lwp



BRITTANY WRESSELL
Notary Public
State of Ohio
My Comm. Expires
March 4, 2029

Date: 04/16/2025

[illegible]

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Purchase Order# 796839** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Block Iron & Supply** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for doors, frames, hardware and toilet accessories labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:

Signature: _____

Name & Title: Jennifer Treleven Accounting
Manager

Date: 4/16/2025

Please sign and return this form via:
E-Mail: rachael@moore-cs.com

Check Mailed
4/16/25

PARTIAL LIEN WAIVER AND RELEASE

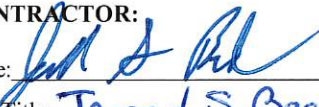
Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Braden Plumbing, Inc.** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for plumbing labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:Signature: Name & Title: Jared S. Becker, V.P.Date: 4-22-2025

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

Check Mailed 4/16/2025

HAJOCA CORPORATION

District Credit Office
4085 McDonald Dr, Dubuque, IA 52003
Phone 800.280.3710 Fax 563.583.0031

www.hajoca.com



Final Waiver

April 22, 2025

STATE OF IOWA

COUNTY OF DUBUQUE

TO ALL WHOM IT MAY CONCERN:

WHEREAS, We, the undersigned Able Distributing-Div. of Hajoca Corp., have been employed by

Braden Plumbing
944 N 45th St
Milwaukee, WI 53208

to furnish materials for the building or other Improvements on the premises known as:

Jackson Community Center
N168W20330 Hickory Lane
Jackson, WI

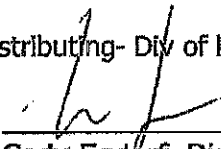
Owned by Village of Jackson

NOW, THEREFORE, KNOW YE, That We, the undersigned for and in consideration of Payment In Full, the receipt whereof is hereby acknowledged, hereby waive and release any and all lien, or claim or right of lien on said above described building and premises under Statutes, relating to Mechanics Lien, on account of materials furnished to Braden Plumbing for said premises.

GIVEN Under our hand and seal this 22nd day of Apr, 2025.

Able Distributing- Div of Hajoca Corp.

By


Cody Egdorf District Credit Manager

Able Distributing
Division of Hajoca Corp.

FIRST SUPPLY

HVAC | PLUMBING | WATERWORKS | INDUSTRIAL PVF | WELL & SEPTIC

April 22, 2025

Owners: Village of Jackson

Project: Jackson Community Center
Job #1361
N168 W20330 Hickory Lane
Jackson, WI
County: Washington

Fixtures Sold to: Braden Plumbing Inc

This is to advise that Fixtures purchased for the above-mentioned job has been:

- ☒ Paid in Full and we waive any lien rights on this material, final lien waiver.
- ☐ Partial Lien Waiver: \$
- ☐ Paid account through _____ and waive lien rights through that date.
- ☐ Paid the following invoice(s):
- ☐ This is conditional upon receipt of payment for _____,
and said payment clearing the financial institution.

Sincerely



FIRST SUPPLY LLC
Sandra D. Laux
Credit Manager

CC: Customer File

First Supply LLC | 6800 Gisholt Drive, Madison, WI 53713 | (608) 222-7799

FirstSupply.com

PARTIAL LIEN WAIVER AND RELEASE

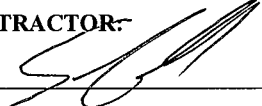
Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Cardinal Fabricating Corp.** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for structural metal framing labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:Signature: Name & Title: Simon Gall, Vice-PresidentDate: 4/16/2025

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 4-15-2025

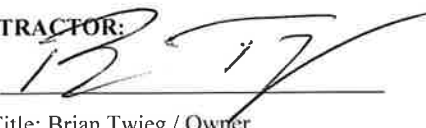
This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Carpet Service Int., Inc.** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for tile and flooring labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:

Signature: 

Name & Title: Brian Twieg / Owner

Date: 4-16-25

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

Check Mailed 4/16/2025

Full Waiver of Lien

Date: 2-26-25

FOR value received, as referenced below, we hereby waive all rights and claims for lien on land and on buildings about to erected, being erected, altered or repaired and to the appurtenances thereunto,

For Jackson owner

By Carl's Service contractor

Same being situated in Milwaukee county, state of Wisconsin, described as

for all materials furnished for the erection, construction, alteration or repair of said building and appurtenances, through:

#98978726

amount paid: \$ 1019.72

Mannington

Company Name

Steve Eide

Sr Credit Analyst

Officer of the Company

Full Waiver of Lien

Date: 2.25.25

FOR value received, as referenced below, we hereby waive all rights and claims for lien on land and on buildings about to erected, being erected, altered or repaired and to the appurtenances thereunto,

For Jackson owner

By CSI contractor

Same being situated in Milw. county, state of Wisconsin, described as

for all materials furnished for the erection, construction, alteration or repair of said building and appurtenances, through:

202406155 + 202406158

amount paid: 9,255.30

Gerflor USA

Company Name

Janet Trimble

Officer of the Company

STATE OF Georgia
COUNTY OF Whitfield

UNCONDITIONAL LIEN WAIVER
SHAW INDUSTRIES, INC.

~~Shaw Industries, Inc.~~ (Supplier) has sold material to CARPET SERVICE INTERNATIONAL
INC., located at 5305 W CLINTON AVE MILWAUKEE, WI 53223, covered under invoice 4125914
for the project JACKSON COMMUNITY CENTER.

By signing this lien waiver, the Undersigned represents that he or she has the authority to
sign on behalf of said supplier and by such execution hereof, the Undersigned certifies that Shaw
Industries, Inc. has been paid in full for invoice(s) listed above.

This lien waiver is made for the purpose of insuring that the Undersigned has no claim for
materials and will file no notice of lien for materials supplied under the invoice(s) listed above.

The representations and guarantees being made by the Undersigned are being made only
by him or her in their capacity as an authorized representative of Shaw Industries, Inc., Mail Drop
026-01, P. O. Box 2128, Dalton, GA 30722-2128.

IN WITNESS WHERE OF, this Lien Waiver is executed by the Undersigned on this
24th day of February 2025.

SHAW INDUSTRIES, INC.

By: Barbara Kile
Signature

Barbara Kile Sr. Credit Specialist
Printed Name and Title

Full Waiver of Lien

Date: 2/24/2025

FOR value received, as referenced below, we hereby waive all rights and claims for lien on land and on buildings about to erected, being erected, altered or repaired and to the appurtenances thereunto,

For CARPET SERVICES INTERNATIONAL SUB-CONTRACTOR

By INTERFACE AMERICAS SUPPLIER

Same being situated in _____ county, state of Wisconsin, described as
JACKSON COMMUNITY CENTER

for all materials furnished for the erection, construction, alteration or repair of said building and appurtenances, through: FLOORCOVERING-SEPTEMBER 2024

amount paid: \$5,952.36

INTERFACE AMERICAS _____

Company Name



Officer of the Company

Full Waiver of Lien

Date: 2-26-2025

FOR value received, as referenced below, we hereby waive all rights and claims for lien on land and on buildings about to erected, being erected, altered or repaired and to the appurtenances thereunto,

For CALPT, LLC - C/O Jackson owner

By ART FLOORING contractor

Same being situated in _____ county, state of Wisconsin, described as

for all materials furnished for the erection, construction, alteration or repair of said building and appurtenances, through:

amount paid: \$11,500

Company Name

Officer of the Company

ART FLOORING LLC

PARTIAL LIEN WAIVER AND RELEASE

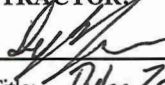
Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Central Door Solutions, LLC** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for coiling doors and grills labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:Signature: Name & Title: Dylan ZarediDate: 4-22-2025Office Manager

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Common Links Construction** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for cold formed metal framing and gypsum board labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:

Signature: Michele Cartwright
Name & Title: Michele Cartwright, VPO
Date: 4/24/25

Please sign and return this form via:
E-Mail: rachael@moore-cs.com

Check mailed 4/24/25

24-191

PARTIAL WAIVER OF LIEN TO DATE

The undersigned hereby acknowledges receipt of all amounts due through April 2025 from Common Links Construction, LLC, and waives claim for lien upon the real estate hereinafter described for payments due through April 30, 2025, hereby expressly reserving the right to claim a lien for any unpaid balance to become due and owing for labor and or materials hereafter furnished for the improvement of such real estate, situated in Jackson County, State of Wisconsin, described as Jackson CC Addition.

Given under these hands and on this 24th Day of April, 2025.

Tamarack

Penny Davidson

Signature

Penny Davidson A/E Specialist

Name & Title

Job # 24191-hc

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Corcoran Glass, LLC** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for aluminum storefronts system labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:Signature: Robert CorcoranName & Title: Rob Corcoran PresidentDate: 4/16/25

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

Check mailed 4/17/25

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Edgar Prager and Sons, Inc.** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for masonry labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:Signature: Patricia JagobiName & Title: Patricia Jagobi SecDate: 4/16/25

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

Check mailed 4/17/25

WAIVER OF LIEN

Dated: 3/11/25

FOR VALUE RECEIVED, WE hereby waive all rights and claims for lien on land and on buildings about to be erected, being erected, erected, altered or repaired and to the appurtenances thereunto,

For: Jackson Community Center

By: Edgar J. Prager & Sons Inc.

For: Material purchased from Lycon, Inc.

Same being situated in Washington County, State of Wisconsin Described as:

N168 W20330 Hickory Lane
Jackson, WI

for all material furnished for the erection, construction, alteration or repair of said building and appurtenances. through 2/28/25.

Name of Supplier: Lycon, Inc.

Authorized Signature: Melany Barnes

Print Name: Melany Barnes

Title: Credit Manager

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 4-15-2025

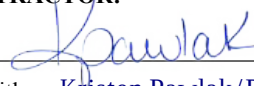
This Partial Lien Waiver and Release is submitted pursuant to the **Purchase Order #2326264** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Inpro** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for corner guards and divider bars labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:

Signature: 

Name & Title: Kristen Pawlak/Project Closeout Specialist

Date: 4/17/2025

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

Check mailed 4/17/25

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **JC Building Systems, Inc.** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for general trades and carpentry labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:Signature: Amanda PaulName & Title: Amanda Paul secretary/treasurerDate: 4/17/2025

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **MCS Woodworking** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for furnish and install architectural woodwork labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:

Signature: Rachael Ornelas

Name & Title: Rachael Ornelas, VP

Date: April 17, 2025

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

Check Mailed 4/22/25

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 4-15-2025

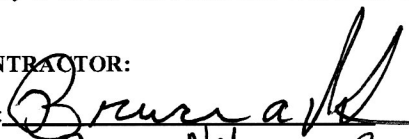
This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Nelco Electric, Inc.** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for electric labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:

Signature: 

Name & Title: Bruce Nelson President

Date: 4-17-25

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

Check mailed 4/17/25

PARTIAL LIEN WAIVER AND RELEASE

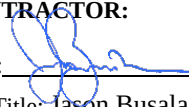
Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Schranz Roofing Inc.** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for roofing labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:Signature: Name & Title: Jason Busalacchi, Secretary/TreasurerDate: 4/16/25***Please sign and return this form via:*****E-Mail:** rachael@moore-cs.com

Check mailed 4/17/25

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Sure-Fire, Inc.** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for HVAC labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:Signature: Kristin EichorstName & Title: Kristin Eichorst Assistant PMDate: April 16, 2025

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

Check mailed 4/24/25

PARTIAL WAIVER OF LIEN

To All Whom It May Concern:

WHEREAS, the undersigned has been engaged by (A) Sure-Fire, Inc.
to furnish labor and/or materials for (B) Test & Balance work,
under a contract (C) 3-2688-006 for the improvement of the
premises described as (D) Jackson Community Center
N165W20330 Hickory Ln

in the City/Village of Jackson, County of Washington, State of WI
of which Village of Jackson is the Owner.

NOW, THEREFORE, this 22nd day of April, 2025,
for and in consideration of the sum of (E) 7,335.00

Dollars paid simultaneously herewith, the receipt whereof is hereby acknowledged by the undersigned, the undersigned does hereby waive and release to the extent only of the aforesaid amount, any lien rights to, or claim of lien with respect to and on said above-described premises, and the improvements thereon, and on the monies or other considerations due or to become due from the Owner, by virtue of said contract, on account of labor, services, materials, fixtures, apparatus or machinery furnished by the undersigned to or for the above-described premises, but only to the extent of the payment aforesaid.



(F) Balance Technologies Inc. (SEAL)

Andrea Molenda (SEAL)
(Signature)

TITLE: Secretary

DATE: 4/23/25

INSTRUCTIONS FOR PARTIAL WAIVER

- (A) Person or firm with whom you agreed to furnish either labor, or services, or materials, or both.
- (B) Fill in nature and extent of work; strike the word labor or the word materials if not in your contract.
- (C) If you have more than one contract on the same premises, describe the contract by number if available, date and extent of work.
- (D) Furnish an accurate enough description of the improvement and location of the premises so that it can be distinguished from any other property.
- (E) Amount shown should be the amount actually received on that date.
- (F) If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and designate himself or herself as partner.

Document G702™ – 1992

Application and Certificate for Payment

TO OWNER: Village of Jackson N165 W20330 Hickory Lane Jackson, WI 53037	PROJECT: Jackson Community Center N168 W20330 Hickory Lane Jackson, WI 53037	APPLICATION NO: 12 PERIOD TO: 5/30/2025 CONTRACT FOR: Jackson Community Center CONTRACT DATE: 8/8/2023 PROJECT NOS: 23033 / / INVOICE NO: 3811	Distribution to: OWNER ☐ ARCHITECT ☐ CONTRACTOR ☐ FIELD ☐ OTHER ☐
FROM CONTRACTOR: Moore Construction Services LLC W146 N5650 Enterprise Avenue Menomonee Falls, WI 53051	VIA ARCHITECT:		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$ 5,681,885.00
2. NET CHANGE BY CHANGE ORDERS	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 5,681,885.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 5,457,445.00
5. RETAINAGE:	
a. 5 % of Completed Work (Columns D + E on G703)	\$ 272,872.25
b. 0 % of Stored Material (Column F on G703)	\$ 0.00
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$ 272,872.25
6. TOTAL EARNED LESS RETAINAGE	\$ 5,184,572.75
(Line 4 minus Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 4,928,496.45
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$ 256,076.30
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$ 497,312.25
(Line 3 minus Line 6)	

CHANGE ORDER SUMMARY		
Total changes approved in previous months by Owner	\$ 245,648.00	\$ 245,648.00
Total approved this month	\$ 54,427.00	\$ 54,427.00
TOTAL	\$ 300,075.00	\$ 300,075.00
NET CHANGES by Change Order	\$ 0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Moore Construction Services LLC

By: Nicholas J. Moore

Date: 5/20/25

State of: WI

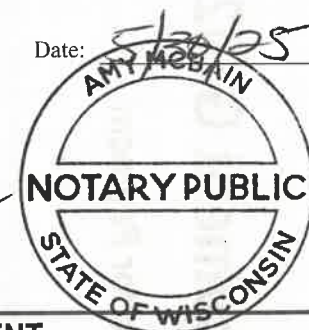
County of: Waukesha

Subscribed and sworn to before me this

30 day of May 2025

Notary Public: Amy McBain

My commission expires: 1/16/2028



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 256,076.30

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Zimmerman Architectural Studios

By: [Signature]

Date: 30 May 2025

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

Continuation Sheet

Page 2

AIA Document G702™–1992, Application and Certificate for Payment, or G732™–2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 12
APPLICATION DATE: 5/30/2025
PERIOD TO: 5/30/2025
ARCHITECT'S PROJECT NO: 23033

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED <i>(Not in D or E)</i>	TOTAL COMPLETED AND STORED TO DATE <i>(D+E+F)</i>	% <i>(G ÷ C)</i>	BALANCE TO FINISH <i>(C – G)</i>	RETAINAGE <i>(If variable rate)</i>
			FROM PREVIOUS APPLICATION <i>(D + E)</i>	THIS PERIOD					
01	Concrete	326,528.00	317,911.00	4,793.00	0.00	322,704.00	99	3,824.00	16,135.20
02	Concrete Floor	2,995.00	2,995.00	0.00	0.00	2,995.00	100	0.00	149.75
03	Masonry	168,168.00	153,168.00	5,260.00	0.00	158,428.00	94	9,740.00	7,921.40
04	Metal Fabrications	383,684.00	383,684.00	0.00	0.00	383,684.00	100	0.00	19,184.20
05	Colf Form Framing & Gyp	399,101.00	399,101.00	0.00	0.00	399,101.00	100	0.00	19,955.05
06	General Trades & Carpentry	544,552.00	540,981.00	3,571.00	0.00	544,552.00	100	0.00	27,227.60
07	Roofing	366,500.00	366,500.00	0.00	0.00	366,500.00	100	0.00	18,325.00
08	EIFS	106,869.00	88,164.00	18,705.00	0.00	106,869.00	100	0.00	5,343.45
09	Air Barrier	43,600.00	43,600.00	0.00	0.00	43,600.00	100	0.00	2,180.00
10	Aluminum Storefront Systems	294,902.00	287,402.00	0.00	0.00	287,402.00	97	7,500.00	14,370.10
11	Safety Laminates	76,293.00	38,146.00	38,147.00	0.00	76,293.00	100	0.00	3,814.65
12	Tile & Flooring	140,417.00	140,417.00	0.00	0.00	140,417.00	100	0.00	7,020.85
13	Acoustical Ceiling Tile	94,776.00	94,776.00	0.00	0.00	94,776.00	100	0.00	4,738.80
14	Wall Coverings & Painting	95,546.00	94,246.00	0.00	0.00	94,246.00	99	1,300.00	4,712.30
15	Fire Suppression	51,000.00	51,000.00	0.00	0.00	51,000.00	100	0.00	2,550.00
16	Plumbing	207,506.00	207,506.00	0.00	0.00	207,506.00	100	0.00	10,375.30
17	HVAC	498,717.00	498,717.00	0.00	0.00	498,717.00	100	0.00	24,935.85
18	Electrical	299,091.00	297,359.00	1,732.00	0.00	299,091.00	100	0.00	14,954.55
19	Low Voltage	121,208.00	121,208.00	0.00	0.00	121,208.00	100	0.00	6,060.40
20	Earthwork	169,162.00	153,165.00	15,997.00	0.00	169,162.00	100	0.00	8,458.10
21	Pavement	68,530.00	17,567.00	45,163.00	0.00	62,730.00	92	5,800.00	3,136.50
22	Fencing	148,115.00	34,000.00	20,000.00	0.00	54,000.00	36	94,115.00	2,700.00
	GRAND TOTAL								

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

AIA Document G703™ – 1992. Copyright © 1963, 1965, 1966, 1967, 1970, 1978, 1983 and 1992 by The American Institute of Architects. All rights reserved. **WARNING:** This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail The American Institute of Architects' legal counsel, copyright@aia.org.

101210ACD44

Document G703™ – 1992

Continuation Sheet

Page 3

AIA Document G702™–1992, Application and Certificate for Payment, or G732™–2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 12
APPLICATION DATE: 5/30/2025
PERIOD TO: 5/30/2025
ARCHITECT'S PROJECT NO: 23033

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (Not in D or E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH (C – G)	I RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			% (G ÷ C)		
23	Landscaping & Retaining Wall	68,329.00	39,195.00	19,046.00	0.00	58,241.00	85	10,088.00	2,912.05
24	Utilities	112,534.00	112,534.00	0.00	0.00	112,534.00	100	0.00	5,626.70
25	Artificial Surfacing	66,086.00	0.00	41,086.00	0.00	41,086.00	62	25,000.00	2,054.30
26	Wood Floor Rein & Stripe	20,387.00	0.00	20,387.00	0.00	20,387.00	100	0.00	1,019.35
27	General Conditions	331,763.00	311,354.00	20,409.00	0.00	331,763.00	100	0.00	16,588.15
28	Performance Bond	54,000.00	54,000.00	0.00	0.00	54,000.00	100	0.00	2,700.00
29	Building Permit	11,902.00	11,902.00	0.00	0.00	11,902.00	100	0.00	595.10
30	Construction Managment Fee	319,994.00	274,628.00	15,258.00	0.00	289,886.00	91	30,108.00	14,494.30
31	Liability Insurance	43,065.00	43,065.00	0.00	0.00	43,065.00	100	0.00	2,153.25
32	Owner Contingency	31,565.00	0.00	0.00	0.00	0.00	0	31,565.00	0.00
33	Allowance Testing Services; Soils & Concrete	10,000.00	4,600.00	0.00	0.00	4,600.00	46	5,400.00	230.00
34	Allowance Soil Borings	5,000.00	5,000.00	0.00	0.00	5,000.00	100	0.00	250.00
GRAND TOTAL		5,681,885.00	5,187,891.00	269,554.00	0.00	5,457,445.00	96	224,440.00	272,872.25

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

AIA Document G703™ – 1992. Copyright © 1963, 1965, 1966, 1967, 1970, 1978, 1983 and 1992 by The American Institute of Architects. All rights reserved. **WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.** Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail The American Institute of Architects' legal counsel, copyright@aia.org.

101210ACD44

FINAL LIEN WAIVER & RELEASE

Check Date: 5-5-2025

Pursuant to the terms and conditions of the **Subcontractor Agreement** and amendments or modifications thereof, if any (the "Agreement"), between Moore Construction Services, LLC ("Contractor") and **Beautiful Cleaning** ("Subcontractor") for the work as defined in the Agreement (the "Work") for the benefit of Village of Jackson ("Owner") for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property"), Subcontractor states as follows:

1. Subcontractor covenants, represents and warrants that:

(a) Subcontractor has paid or provided for the payment IN FULL for final clean labor, services and material relating to the Agreement, whether performed, rendered and furnished by any subcontractor, materialman, laborer or other person;

(b) There are no outstanding change orders, claims or demands or rights to liens against the Owner or Subcontractor, or against the Property arising out of said labor, services and materials, or otherwise, or arising out of the Agreement on the part of any person, firm or corporation, including any such subcontractor, materialmen, laborer or other person; and

(c) The Property is free of and from any and all claims, demands and liens arising out of the Agreement.

2. Subcontractor waives and releases for Subcontractor and, to the extent permitted by law, for Subcontractor's subcontractors, materialmen, laborers and all other persons furnishing services, labor or materials in connection with the Agreement, any and all claims or lien or rights to claims or liens that may now or hereafter exist or be claimed on or against the Owner or the Property for which or upon which the improvements were furnished, Subcontractor agrees to furnish upon demand a good and sufficient full and final lien waiver.

3. Subcontractor covenants and agrees:

(a) To indemnify and save harmless Contractor and/or Owner from any such claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith; and

(b) That any and all moneys received by the undersigned from Contractor shall be received by the undersigned as a trust fund, to be applied first for the purpose of paying for unpaid work performed, services rendered and materials furnished in connection with the Agreement, if any.

4. This Unconditional Final Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all Work performed on the Project.

The undersigned warrants and represents that he or she has full authority to execute this Unconditional Final Lien Waiver and Release.

SUBCONTRACTOR:

Signature: Stone Newsome

Name & Title: Stone Newsome Accountant

Date: 5/21/2025

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

Check mailed 5/21/2025

PARTIAL LIEN WAIVER AND RELEASE

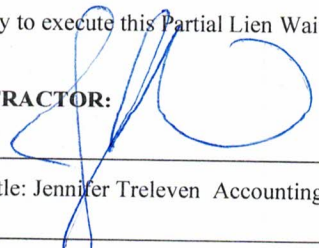
Check Date: 5-20-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Purchase Order# 797149 and 797603** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Block Iron & Supply** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for doors, frames, hardware and toilet accessories labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:Signature: 

Name & Title: Jennifer Treleven Accounting

Manager

Date: 5/21/2025

Please sign and return this form via:
E-Mail: rachael@moore-cs.com

Check mailed 5/21/2025

PARTIAL LIEN WAIVER AND RELEASE

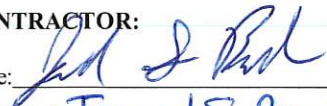
Check Date: 5-20-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Braden Plumbing, Inc.** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for plumbing labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:Signature: Name & Title: Jarrod S. Beeker V.P.Date: 5-22-2025

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

Check mailed 5/23/2025

FINAL WAIVER OF LIEN

May 22, 2025

For value received, we hereby waive all rights and claims for lien on land and on buildings about to be erected, being erected, erected, altered or repaired and to the appurtenances thereunto,

for Village of Jackson owner,
by Bay Industries Inc. contractor,
for Materials same being situated
in Washington County, State of Wisconsin, described
as Jackson Community Center
N168W20330 Hickory Lane
Jackson, WI

for all labor performed and for all material furnished for the erection, construction, alteration or repair of said building and appurtenances,

For Invoices BAY2746276, BAY2746750, BAY2762797,
BAY2766380, BAY2772548, BAY2773027

Totalling \$1,129.23

Dawn M. Wendt
Dawn M. Wendt, Authorized Representative

Bay Insulation Supply of Milwaukee, A Division of Bay Industries Inc.
~~BAY INDUSTRIES INC.~~

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 5-20-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Central Door Solutions, LLC** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for coiling doors and grills labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:

Signature: 
Name & Title: Office Manager
Date: 5-21-2025

Please sign and return this form via:
E-Mail: rachael@moore-cs.com

Check mailed 5/21/2025

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 5-20-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Circle Electric, Inc.** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for low voltage labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:

Signature: _____

Name & Title: Ryan Kastanek, President _____

Date: 5.21.25 _____

Please sign and return this form via:

E-Mail: rachael@moore-cs.com



YOUR CONSTRUCTION PARTNER

**Partial
WAIVER OF LIEN**

Date: April 30, 2025

For value received, we hereby waive all rights and claims for lien on land and buildings about to be erected, being erected, erected, altered or repaired and to the appurtenances thereunto, for

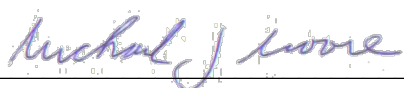
Village of Jackson, Owner
by
Moore Construction Services LLC, Contractor
For
Construction Management Services
same being situated in the State of Wisconsin, described as

Project #23033
Jackson Community Center
N168W20330 Hickory Lane
Jackson, WI 53037

for all labor, services, materials, plans or specifications performed, furnished or procured by undersigned for the erection, construction, alteration or repair of said building and appurtenances, **TO DATE.**

This Waiver also applies to rights and claims on any payment bond(s) furnished in conjunction with the project.

The Contractor also certifies that to the extent Contractor has previously received payment from Village of Jackson all of the Contractor's Subcontractors and Suppliers have been paid in full, and that this payment will be used to make all payments due Subcontractors and Suppliers. Contractor and the individual executing this Lien Waiver on behalf of Contractor personally, shall indemnify and defend Village of Jackson against any and all claims, costs, damages, liabilities (including reasonable attorneys' fees) arising out of any matters inconsistent with the foregoing certifications.

By 
Michael J. Moore
Moore Construction Services, LLC

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 5-20-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Nelco Electric, Inc.** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for electric labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:

Signature: Mark Mun

Name & Title: VP of Operations

Date: 5-21-25

Please sign and return this form via:
E-Mail: rachael@moore-cs.com

Check mailed 5/21/2025

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 5-20-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Ridge Excavating** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for earthwork labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:Signature: Name & Title: Justin Wolter - OwnerDate: 5/22/25

Please sign and return this form via:
E-Mail: rachael@moore-cs.com

Check mailed 5/22/2025

PARTIAL LIEN WAIVER AND RELEASE

Check Date: 4-15-2025

This Partial Lien Waiver and Release is submitted pursuant to the **Subcontractor Agreement** between Moore Construction Services, LLC ("Contractor") for the benefit of Village of Jackson ("Owner") and **Sure-Fire, Inc.** ("Subcontractor"), for the project known as **Jackson Community Center** (the "Project") located at N168W20330 Hickory Lane, Jackson, Wisconsin (the "Property") with respect to the work to be performed by Subcontractor ("Work").

This Partial Lien Waiver and Release is also submitted pursuant to Subcontractor's Application for Payment for HVAC labor, materials and equipment installed in or furnished for the Project TO DATE and Subcontractor hereby waives the Project, the Property and Owner from any and all claims, liens, mechanic's liens, right to liens, and obligations furnished by or through the Application Date, on the Project, except as set forth below.

- (1) The Subcontractor has performed all Work through the date of the Application for Payment, pursuant to the terms and conditions of the Subcontract Documents.
- (2) Any and all subcontractors, laborers, suppliers and materialmen that have provided labor, material or services to the Subcontractor for use or incorporation into the construction of the improvements to the Property are listed in Subcontractor's Application for Payment.
- (3) All sums due by Subcontractor to subcontractors or any other party for labor, materials or services used or incorporated into the improvements to the Property, and for which Subcontractor has previously received payment, have been paid and satisfied in full, and there are no outstanding claims of any character arising out of, or related to, Subcontractor's activities on, or improvements to, the Property, except as set forth below.
- (4) Subcontractor is not aware of any claims which may arise against Contractor and/or Owner for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of any of Subcontractor's activities or construction work on the Property.
- (5) There are no known Claims of Lien, Preliminary Notices of Lien, or any suits or claims for payment, loss or damage of any kind, nature or description which might constitute a lien upon the Property as of the date of this Partial Lien Waiver and Release Upon Payment, except as set forth below.
- (6) This Partial Lien Waiver and Release constitutes a representation by the undersigned, for and on behalf of the Subcontractor, that the payment referenced above constitutes full and complete payment for all work performed through the date of the Application for Payment, except as set forth below.
- (7) Subcontractor will indemnify and save harmless Contractor and Owner from any claim, demand, lien or right to lien, and to defend all actions arising out of the same, and to pay any costs, expenses and attorneys' fees incurred by Contractor and/or Owner in connection therewith.
- (8) The Subcontractor certifies and represents that there are sufficient funds remaining in the Subcontract Sum to complete the Project in accordance with the Subcontract Documents.
- (9) Below is a list of items which serve as an exception to the representations set forth herein (items not listed are waived irrevocably):

The undersigned warrants and represents that he or she has full authority to execute this Partial Lien Waiver and Release.

SUBCONTRACTOR:Signature: Kristin EichorstName & Title: Kristin Eichorst Assistant PMDate: April 16, 2025

Please sign and return this form via:

E-Mail: rachael@moore-cs.com

Check mailed 6/4/2025

PARTIAL WAIVER OF LIEN

To All Whom It May Concern:

WHEREAS, the undersigned has been engaged by (A) Sure-Fire, Inc.
to furnish labor and/or materials for (B) Temperature Control work,
under a contract (C) 3-2688-004 for the improvement of the
premises described as (D) Jackson Community Center
N165W20330 Hickory Ln

in the City/Village of Jackson, County of Washington, State of WI
of which Village of Jackson is the Owner.

NOW, THEREFORE, this 3rd day of June, 2025,
for and in consideration of the sum of (E) 12,175.20
Dollars paid simultaneously herewith, the receipt whereof is hereby acknowledged by the undersigned, the undersigned does
hereby waive and release to the extent only of the aforesaid amount, any lien rights to, or claim of lien with respect to and on
said above-described premises, and the improvements thereon, and on the monies or other considerations due or to become
due from the Owner, by virtue of said contract, on account of labor, services, materials, fixtures, apparatus or machinery
furnished by the undersigned to or for the above-described premises, but only to the extent of the payment aforesaid.

(Affix corporate seal here)

(F) J.M. Brennan, Inc. (SEAL)

Emily Pray (SEAL)
(Signature)

TITLE: Accounts Receivable Coordinator

DATE: 06/03/25

INSTRUCTIONS FOR PARTIAL WAIVER

- (A) Person or firm with whom you agreed to furnish either labor, or services, or materials, or both.
- (B) Fill in nature and extent of work; strike the word labor or the word materials if not in your contract.
- (C) If you have more than one contract on the same premises, describe the contract by number if available, date and extent of work.
- (D) Furnish an accurate enough description of the improvement and location of the premises so that it can be distinguished from any other property.
- (E) Amount shown should be the amount actually received on that date.
- (F) If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and designate himself or herself as partner.

MEMO

DATE 5/15/2023

TO	FROM	REGARDING
To: Parks and Recreation Commission	Tyler Mentzel Jackson Parks & Recreation Director tyler.mentzel@villageofjacksonwi.gov Phone Ext: (262) 677-9665 x113	Jackson Community Center – Room Rental Fees

With the completion of the **Jackson Community Center expansion project**, new and exciting opportunities have opened for our community. Parks and Recreation staff have been diligently assessing the needs and interests of residents, and one immediate priority is the development of the new **auditorium** into a rental space for special events such as **weddings, family reunions, birthdays, wedding/baby showers**, and more.

Rental Fee Evaluation Process

In establishing a fair and competitive rental fee structure, staff considered a variety of factors:

- Amenities available within the auditorium
- Range of **event types** of space can accommodate
- **Square footage** and **maximum capacity**
- **Comparable facilities** and pricing from surrounding communities

A summary of this research is included in the table below (note all rentals are 4 hours in length unless otherwise specified:

Jackson Community Center (current pricing)	Town of Jackson	Hartford Parks and Recreation	Cedarburg Parks and Recreation	Port Washington Parks and Recreation	West Bend
Auditorium (160) – N/A	Town Hall R -175 NR – 200	Comm. A (30) R – 45 NR – 80	Gym R-50/hr NR-75/hr	Multi-purpose (80) R – 120 NR - \$175	Regner Beach House (93) R - \$325 NR - \$487.50
Gathering Hall w/ Kitchen (150) M-Th (R-94/NR – 140) F-Su (R-125/NR-190)		Comm B + kitchen (50) R – 75 NR - 110			Sandy Knoll Barn (160) \$500

All Other Rooms M-Th (R-50/NR-75) F-Su (R – 75/NR – 113)		Comm A/B + kitchen (80) R – 100 NR – 160			
Gym M-Th (R-50/hr NR – 75/hr F-Su (R-100/hr NR-190/hr		Gym R – 35/hr NR – 70/hr			

Recommended Fee Schedule

Based on this evaluation, staff developed a **recommended fee schedule** for auditorium rentals at the Jackson Community Center:

	Monday – Thursday	Friday – Sunday
Auditorium	R - \$225 NR - \$275	R - \$275 NR - \$325
Gathering Hall with Kitchen	R - \$100 NR - \$150	R - \$150 NR - \$200
All Other Rooms	R - \$60 NR - \$110	R – \$75 NR - \$125
Gymnasium	R - \$50/hr NR – \$100/hr	R - \$100/hr NR - \$150/hr

Next Steps

This information is presented for **discussion purposes** tonight. If the Park and Recreation Commission agrees that the proposed fee structure is appropriate, **staff recommend a motion for approval** to begin offering the space for public rental.

Thank you,

Tyler Mentzel
Jackson Parks and Recreation Director



STAFF MEMO

Village of Jackson

Meeting Date: June 10, 2025

Agenda Item: # 8.h

To: Brian Heckendorf, Village President
Jen Heidtke, Village Administrator
Village Board

From: Collin Johnson, Director of Inspections/Zoning

Subject: Review of Proposals - 2025 Village of Jackson Zoning Code Update

Background and Analysis: In 2023, the Village of Jackson entered into a Professional Services Agreement with CIVITEK Consulting to perform a zoning code audit. The audit included a thorough review of the Village's current zoning code, Chapter 48, including (text/map), as well as internal administrative policies and procedures. The intent of the audit was to evaluate what is working and what is not and to provide detailed recommendations on potential changes. The scope of work included 15 separate areas to be included in the review.

The audit report was presented to the Village Plan Commission at their January 18th, 2024, meeting. The Plan Commission recommended the Village Board authorize staff to proceed with an RFP to revise and update Village Zoning Codes. The Village Board considered the matter at their January 30th, 2024, special meeting and approved the matter unanimously.

The scope of the RFP included a full rewrite of Chapter 48 of the Village's Ordinances, the Zoning Code, along with potential updates to other associated code sections, including but not limited to, Chapter 8 Buildings and Construction, Chapter 16 Environment, Chapter 26 Manufactured and Mobile Homes, and Chapter 38 Subdivisions. It further identified 13 individual items outlined by village staff, detailing specific goals of the RFP including:

1. The new zoning ordinance will be simpler and more user-friendly than the current ordinance. It will include charts, diagrams, tables, and other graphics where appropriate.
2. The new ordinance will maintain consistency across all districts. Where applicable, lists of allowed uses will be broad-based and adaptable to changing economic environments.
3. The new ordinance will legalize traditional development patterns that are present in the Village's older neighborhoods and provide flexibility to allow those neighborhoods to maintain their character and to redevelop.
4. The new ordinance should have a hybrid format, including some elements of a traditional Euclidean framework, particularly in existing neighborhoods which developed under that framework, along with some elements of Form Based or other innovative systems such as middle housing, affordable rental and homeowner units, adaptive reuse, and accessory dwelling units.
5. The new ordinance will provide for means to require Traffic Impact Analysis from a developer and set qualifying standards for such analysis.



Taking the lead in Washington County.

6. The new ordinance will give consideration to the regulation of special land uses, including items such as antenna and other telecommunication facilities, publicly accessible electric vehicle charging stations, Payday lenders, Adult Family Homes, Community Living Arrangements, Foster Homes, home occupations, solar and wind energy systems, and adult uses.
7. The new ordinance will provide for updates to the existing sign code and incorporate “content-neutral” regulations.
8. The new ordinance will establish parameters for the review and issuance of Conditional Uses.
9. The new ordinance will update and codify the Plan Commission’s building and site design policies and ensure that the design review process is as simple and predictable as possible. This includes landscaping, outdoor lighting, building design/material, and site improvement requirements.
10. The new ordinance will shift the focus away from density maximums to permitted housing types in the residential and any mixed-use zoning districts.
11. The new ordinance should also create a framework to reduce the need to use Planned Unit Development ordinances for mixed-use, commercial/industrial, and residential housing developments.
12. The new ordinance will improve the review procedures to shorten review times while achieving the overall intent of the zoning code.
13. The new ordinance will incorporate the Village’s Comprehensive Plan and will account for changes to the Land Use Plan. It will also incorporate recommendations from other planning documents, such as the Village of Jackson Zoning Code Audit Report (attached), the Washington County Next Generation Housing Initiative, and the Village of Jackson Wastewater Treatment Facility Facilities Planning Document.

The RFP also developed a Scope of Work and Project Outline which included:

- Review of the Comprehensive Plan and other relevant plans. The consultant will review the current Comprehensive Plan, the housing studies, and other relevant plans to ensure the new code will be consistent with recent planning documents.
- Evaluation of Existing Neighborhoods, Corridors and Districts. Staff will work with the consultant to identify context-sensitive regulations for existing neighborhoods throughout the Village, as well as regulations to guide new development and redevelopment where applicable.
- Public Outreach. The consultant will develop a public outreach strategy to inform community stakeholders and the general public about the benefits of the proposed code updates, as well as conduct meetings and/or a charrette and web interaction throughout the process. The Plan Commission will be the project steering committee and will receive regular updates throughout the process either by the consultant or by Village staff.
- Drafting the Document. The consultant will prepare drafts of the zoning ordinance, including graphics, for review by staff and the steering committee, culminating in a final version to be acted upon by the Plan Commission and the Village Board. The consultant will also complete any required revisions to the ordinance.
- Stress Tests. Prior to final approval, the consultant will work with staff to test the draft on existing properties, likely development scenarios, and common code enforcement situations in the Village of Jackson to anticipate and correct for unintended problems.

The RFP also established a selection criterion and assigned point values to each of the six items as a means to evaluate potential submittals.



Taking the lead in Washington County.

While the RFP was sent out to 20 separate entities, CIVITEK Consulting, in partnership with GRAEF, was the only entity to submit a proposal.

Staff have reviewed the proposal from CIVITEK/GRAEF and found it to meet each of the goals established in the RFP as well as the items detailed in Scope of Work and Project Outline. Additionally, the consultant(s) favorably met each of the selection scoring criteria.

The budget proposal provided also falls within the expected range for this type of service. Staff have identified two optional “tasks” (#15 and #16) listed under Section 7 of the RFP which are believed to be unnecessary and therefore will not be included in the overall scope of the project. Project updates will be hosted on the Village website. The total proposed cost for the zoning code update project, as proposed, is \$65,900.00.

Finally, the RFP also established a project performance timeline with the project commencing on or before July 14th, 2025, and a completion date on or before October 30th, 2026. The CIVITEK proposal identifies a completion date within 14 months of project kick-off, which is well within the established completion date.

Potential Action:

Motion to recommend the Village Board approve the RFP for planning services from CIVITEK Consulting to perform a zoning code update for the Village of Jackson for an amount not to exceed \$65,900.00.

Attachments:

1. Jackson Zoning Code Audit Report
2. Village of Jackson Zoning RFP - 04072025
3. Civi Tek + GRAEF proposal for zoning code update project

1. Introduction

The Village of Jackson retained Civi Tek Consulting to conduct an audit of the Village's existing zoning code as an initial first step in developing a workplan to update the code, which was first adopted in 1994.

The overall intent of the audit is to generally identify potential changes that are intended to:

- align the code to court rulings;
- align the code to new/revised state law;
- align the code with the comprehensive plan and other local plans;
- improve overall transparency;
- right-size dimensional standards;
- include new land uses;
- address affordable housing;
- clearly articulate requirements;
- make the code more user-friendly (easier navigation, use of plain English); and
- improve review procedures to shorten review times, while achieving the overall intent of the zoning code.

Findings and recommendations in this report are not prioritized; staff will evaluate potential changes consistent with time and budget constraints.

2. Code Organization

A well-designed table of contents provides the highest level of organization. As with most things, there are a number of ways zoning code content can be organized. The author prefers a "flatter" structure rather than a "pyramidal" scheme. With a flatter structure, the reader can visually see all of the major parts of the code in a single page. In contrast, a pyramid requires the reader to open up the highest levels to see what is within.

A sample table of contents for the zoning code is included as Appendix A. It pulls in land-use regulations found in other parts of the municipal code including floodplain regulations (Chapter 16, Article II) and adult-use standards (Chapter 10).

Some communities are pulling all of the land development regulations into a single chapter of the municipal code under the umbrella of a "unified land development code". If that is desired, land division procedures and requirements would be incorporated into the overall table of contents.

The parts in the table of contents that are less obvious are explained in varying level of detail in the following pages of this report.

3. Land Uses

A comprehensive list of permissible land uses is one of the key building blocks of a good zoning code. The list should be crafted to meet unique needs of the Village and include existing uses and new land use types that area reasonably anticipated to occur in the future. Land uses should be defined so there are no overlapping terms.

Because this master list can be lengthy, land uses should be grouped to help the reader more easily find the land uses they are trying to find. Below are typical groups.

Typical Land Use Groups

- | | | |
|--------------------------------------|------------------------------------|---|
| • Residential | • Recreation and Entertainment | • Agriculture & Resource-Based Uses |
| • Special Care Facilities | • Government & Community Services | • Accessory Uses for all Principal Use |
| • Food and Beverage Sales | • Transportation | • Accessory Uses for Residential Uses |
| • Vehicle Rental, Sales, and Service | • Telecommunications and Utilities | • Accessory Uses for other Principal Uses |
| • General Commercial | • Industrial & Manufacturing | • Temporary Uses |
| | • General Storage | |

As a starting point, a typical list of land uses is included in Appendix B. It should be noted, the current code has a rather limited listing of land uses due in large part how conditional uses are handled; more about that later.

4. Land Use Table

A land use table (aka use table) is a great organizational tool because it lists of all land uses allowed within the jurisdiction and identifies where the uses are allowed by right or as a special exception (aka conditional use). Below is a snippet of what a typical table looks like. Depending on the number of zoning districts, a land use table may in fact consist of two; one for residential districts and one for all other districts.

Not only does a table like this identify where the uses are allowed, it can also indicate if there is secondary review, such as architectural review, site plan review, or zoning permit review.

A land use table efficiently helps answer two fundamental questions.

- What can I do with this property? (columns)
- Where can I put my business? (rows)

Sample Code from Another Jurisdiction

		Secondary Review	Base Zoning District												
			P-1	Q-1	C-1	UC	AP	RR	R-1	B-1	B-2	B-4	M-1	M-2	T-1
9	General Sales														
9.01	Convenience retail sales	BP, SP, ZP	-	-	-	-	-	-	-	P	P	P	C	-	-
9.02	General retail sales	BP, SP, ZP	-	-	-	-	-	-	-	P	P	P	C	-	-
9.03	General retail sales, large format	BP, SP, ZP	-	-	-	-	-	-	-	-	-	C	C	-	-
9.04	Outdoor sales	BP, SP, ZP	-	-	-	-	-	-	-	-	-	P	C	-	-
10	General Services														
10.01	Administrative services	BP, SP, ZP	-	-	-	-	-	-	-	C	P	P	P	-	-
10.02	Adult-oriented establishment	BP, SP, ZP	-	P	-	-	-	-	-	-	-	-	P	P	-
10.03	Body-piercing establishment	BP, SP, ZP	-	-	-	-	-	-	-	-	C	C	C	-	-
10.04	Commercial kennel	BP, SP, ZP	-	-	-	-	C	-	-	-	-	-	-	-	-
10.05	Commercial stable	SP, ZP	-	-	-	-	C	C	-	-	-	-	-	-	-
10.06	Equipment rental	BP, SP, ZP	-	-	-	-	-	-	-	-	C	P	P	-	-
10.07	Financial services	BP, SP, ZP	-	-	-	-	-	-	-	P	P	P	P	-	-
10.08	Funeral home	BP, SP, ZP	-	-	-	-	-	-	-	C	C	P	C	-	-
10.09	General repair	BP, SP, ZP	-	-	-	-	-	-	-	P	P	P	P	-	-
10.10	General services	BP, SP, ZP	-	-	-	-	-	-	-	C	P	P	P	-	-
10.11	Health care center	BP, SP, ZP	P	-	-	-	-	-	-	-	-	P	C	-	-
10.12	Health care clinic	BP, SP, ZP	-	-	-	-	-	-	-	C	P	P	C	-	-
10.13	Instructional services	BP, SP, ZP	-	-	-	-	-	-	-	C	P	P	P	-	-
10.14	Landscape business	SP, ZP	-	-	-	-	-	-	-	-	C	P	P	-	-
10.15	Professional services	BP, SP, ZP	-	-	-	-	-	-	-	P	P	P	P	-	-
10.16	Tattoo establishment	BP, SP, ZP	-	-	-	-	-	-	-	-	C	-	-	-	-

Where can I put it?

What can I do?

5. Land Use Descriptions and Standards

Building off of the organization created with a land use table (i.e., groupings), all of the related information should be found in one part of the code. For each land use, there should be a description of the use and any parking and supplemental standards as appropriate.

By way of example, each land use should include the following parts:

- Description
- Vehicle parking requirements
- Bicycle parking requirements (required or recommended)
- Loading requirements
- Supplemental standards

Below is snippet for an artisan shop. What is important here is the organization, not necessarily the specific content in each of the parts.

In term of organization, all of the land use descriptions and standards could be located in an appendix. In the proposed table of contents, this is Appendix B.

Sample Code

Artisan shop

Description: A place where handmade craft items or works of art are made on a small-scale and offered for retail sale. Examples of such items include paintings, textiles, weaving, photography, sculptures, pottery, leather products, handmade paper, jewelry, hand-blown glass, small furniture and other similar wooden items, candles, soaps, and lotions.

Vehicle Parking: 1 space for each 350 square feet of display area; plus 1 space for each employee on the largest work shift

Bicycle Parking: Recommended - 5 percent of required vehicle parking spaces, but not less than 4

Supplemental Standards:

(A) Generally. All materials and activities, except loading and unloading, must be conducted entirely within an enclosed building.

(B) Demonstrations and workshops. The operator may conduct demonstrations and workshops within the confines of the building.

6. Zoning Districts

There are more than 20 zoning districts in the current code as listed below. The number of zoning districts for single-family residential is unusually large. As part of a code rewrite, the Village should consider merging some of the residential districts to reduce the overall number.

It also appears the floodplain districts serve as base zoning districts. A better approach is to use overlay districts for the floodplain regulations.

- | | |
|--|--|
| • A-1 Agricultural District | • R-3 Single-Family Residential District |
| • R-1 Single-Family Residential District | • R-4 Single-Family Residential District |
| • R-2 Single-Family Residential District | • R-5 Single-Family Residential District |

- R-6 Two-Family Residential District
- R-8 Multiple-Family Residential District
- R-9 Mobile Home Park District
- RT-10 Single-Family Residential District
- RT-11 Single-Family Residential District
- B-1 Community Business District
- B-2 Downtown Business District
- M-1 Limited Manufacturing District
- M-2 General Manufacturing District
- P-1 Park and Recreation District
- I-1 Institutional and Public Service District
- FW Floodway district (Chapter 16, article II)
- FC Floodplain conservancy district (Chapter 16, article II)
- FF Flood fringe district. (Chapter 16, article II)
- GFP General floodplain district. (Chapter 16, article II)
- PUD-01 Miller Mixed-Use Planned Unit Development District
- PUD-02 Sysco Planned Unit Development District
- PUD-03 KARM Planned Unit Development District

7. Definitions

Section 48-1 of the zoning code includes more than 90 definitions, many of which relate to floodplain regulations. Additional sign definitions are found in s. 48-299. For the sake of completeness, all definitions should be gathered and put in one part of the code.

While it is legally sufficient to include both general definitions and land use definitions in one section, its easier for the reader if land uses were part of a separate section. Recommendations for handling land use definitions are included in the previous section (Land Use Descriptions and Standards).

Recommendations:

1. Definitions should be compiled into a master list and placed in a single section of the code. In the sample table of contents, general definitions would be placed in an appendix.
2. Remove land use definitions.
3. Definitions should simply describe the word/term, not go beyond that to include development standards or how various elements are measured.
4. Include illustrations when the meaning of a definition is not readily apparent after a first reading. By way of example, an illustration should be added to building height.
5. Ensure that all defined words/phrases are actually used in the code and if so, in the way intended.

8. Comprehensive Plan and Zoning Consistency

While a comprehensive plan is not a regulatory tool, rezoning petitions need to be generally consistent with the future land use map. To help facilitate that consistency and take some of the guesswork out of the equation, some zoning codes and/or comprehensive plans show the zoning districts that may fit with the various land use categories.

Sample Compatibility Matrix from Another Jurisdiction

General Plan Land Use Designations	Coastal and Non-Coastal Zones																																		
	AE	C1	CA	CC	CM	COS	CPD	CPD/CBD	CR	CR1	CR2	CRE	CRPD	CPD	IND	M1	M2	M3	OS	R/MU	R1	R2	RA	RB	RBH	RE	RES	RHD	RO	RPD	TC	TP	REC	OS-REC	
Rural																																			
ECU-Rural																																			
Agricultural																																			
ECU-Agricultural																																			
Open Space ^{1,2}																																			
ECU-Open Space ^{1,2}																																			
Very Low Density Residential																																			
Low-Density Residential																																			
Medium-Density Residential																																			
Residential High-Density																																			
Residential Planned Development																																			

Source: Ventura County Land Use Plan

Recommendation: The zoning code should incorporate or reference a standalone document that shows all of future land use categories and what zoning districts would be appropriate.

9. Site Restrictions

While addressing environmental constraints is a major part of a typical zoning code, it is not possible to definitively identify all of the potential issues. In such cases, it is quite common to see a provision in a zoning code that allows staff to flag specific properties that may be unbuildable or severely constrained due to development constraints that are generally not widely seen elsewhere. While staff can identify these types of situations, the property owner should be given the right to challenge the determination or provide additional information showing the constraint is no longer present or is less than what was flagged. Below is a sample provision.

Sample Code from Another Jurisdiction

Site Restrictions

No land shall be used, or structure erected, where the land is unsuitable for such use or structure by reason of flooding, concentrated runoff, inadequate drainage, adverse soil or rock formation, unfavorable topography, low percolation rate or bearing strength, erosion susceptibility, or any other feature likely to be harmful to the health, safety, prosperity, aesthetics, and general welfare of the Village and its citizens. The Village Engineer, in applying the provisions of this section shall, in writing, recite the particular fact upon which he or she bases their conclusion that the land is not suitable for a certain use.

Once such a determination has been made, the Zoning Administrator, Building Inspector, or other governmental official or body shall not issue a development order or other approval authorizing the development in the area subject to the development constraint.

The property owner shall have the right to appeal such administrative decision consistent with the procedures and requirements in Article 5. The Zoning Administrator may reconsider his or her determination at any time and render a new determination if new or additional facts become known or if the facts upon which the determination was made are not accurate.

10. Bicycle Parking Standards

It is becoming more common for communities to include standards for bicycle parking in their zoning codes as more people bike for pleasure and as one of their modes of transportation.

Recommendation: The Village should consider how the zoning code could be modified to address this small, but growing, part of the transportation mix. In particular, the following provisions should be evaluated:

- Establish site design standards for both short-term parking (2 hours or less) and long-term parking (more than 2 hours).
- Allow reductions in on-site vehicle parking when bicycle parking is provided and maintained.
- Establish standards for businesses and institutional uses, or recommended levels of bicycle parking as an initial starting point.
- Identify whether the required or recommended parking is more geared to short-term or long-term parking. For example, a library would be geared to short-term parking while a government office may be more geared to long-term (employee) parking.

11. Electric Vehicles

While electric vehicles (EVs) currently account for a fraction of motor vehicles on the road today, the number of EVs in Wisconsin is only expected to grow, slowly at first but then more aggressively when there is more infrastructure and ownership costs come down.

Projected Electric Vehicle Registrations in Wisconsin

Year	EV Registrations	Percent of Total Fleet
2022	9,039	0.1
2027	217,048	4.1
2030	334,097	6.1
2035	553,686	9.9
2040	843,623	14.7
2050	1,863,585	31.0

Source: Wisconsin Electric Vehicle Infrastructure Plan;
Wisconsin Department of Transportation (2022)



To proactively address the growing demand, the Village should evaluate two related points.

- **Charging Stations as Infrastructure** Some communities have established requirements in their codes that require the installation of charging stations in commercial and multifamily developments. Other communities have opted to require a certain percentage of them be EV-ready, which means underground conduit is in place so that a charging station can be more easily installed at future date.

Recommendation: The Village should evaluate whether it is appropriate to require EV infrastructure or simply incorporate recommendations into the code. If EV infrastructure is required, the code should indicate if that means EV-ready or EV-installed.

- **Charging Stations as a Distinct Land Use** When a bank of charging stations is installed in a parking lot, there is a potential that these charging stations become a unique land use (i.e., a gas station in the parking lot for

EVs). This is especially true when they are located in a place that is highly visible to the travelling public. EV drivers who otherwise wouldn't patronize the commercial establishment will turn in to plug in. While its great to have more plug-in options for the travelling public, a bank of stations can have the effect of using parking spaces that are needed for the principal use on the property. As with most land uses, the location on the parcel and the number of stations matters a lot.

Recommendation: The Village should add a land use type in the zoning code to account for EV stations as a land use. This may be established based on the number stations provided (e.g., 10 or more) and/or the proximity to a major roadway (e.g., 8 or more charging stations within 200 feet of a major collector).

More reading: Brian Ross, Jessica Hyink and Rebecca Heisel. "Zoning Practice - Preparing for the Electric Vehicle Surge" October 2022, Vol. 39, No. 10, American Planning Association.

12. Cottage Housing

Cottage housing is a unique development type characterized by smaller single-family homes arranged in a cluster with shared common areas. Housing units are generally single-family units, although a few duplex units could be incorporated as well. This housing type generally appeals to singles, couples, and small families. A cottage housing project could occur in a greenfield setting or as an infill/redevelopment project.



Given the need for affordable housing and to expand housing choice, the Village may want to add this development option to the zoning code. This development option is included in the sample table of contents in Appendix A.

A typical ordinance will address the following matters.

- | | | |
|---|---|--------------------------------|
| • Review procedure | • Building heights | • Number of units in a project |
| • General design principles | • Common area requirements (amount and use) | • Perimeter landscaping |
| • Housing density | • Maximum and minimum floor area | • Unified architectural style |
| • Parking requirements (number and placement) | | |
| • Yard setbacks | | |

Sample Code from Another Jurisdiction

The Common Council makes the following legislative findings:

- (1) Cottage housing is a new type of housing in Wisconsin Rapids that can fill an unmet housing need.
- (2) Cottage housing can provide opportunities for homeownership that may not otherwise exist.
- (3) Cottage housing responds to demographic trends occurring locally, in the region, and nationally. These include a declining household size and more people living alone and longer.
- (4) It is not possible to define specific areas in the City where cottage housing should be developed. Rather, cottage housing is a development option that developers can explore.
- (5) Cottage housing will likely have the same or fewer people than the single-family homes that could be built on the site.
- (6) Given the size restrictions on the housing unit, the bulk of a cottage housing project is similar to the single-family homes that could be built on the site.
- (7) Cottage housing is consistent with the City's comprehensive plan and supports the findings in the Housing Study completed in 2016.
- (8) Rather than codifying all parameters of cottage development, the standards in this article are intended to provide sufficient guidance without becoming overly prescriptive, with the understanding that the City and the developer will work together to craft a detailed development plan that meets community needs and works well with the site and the target market.

Source: City of Wisconsin Rapids

13. Adaptive Reuse

The Village's code could potentially allow institutional uses (e.g., nursing homes, child day care centers, schools) in residential districts as a conditional use. While allowing institutional uses in residential districts makes a great deal of common sense (i.e., supportive services are located where people live) the code should anticipate that sooner or later these uses may no longer be needed because of market and demographic shifts. Rather than allowing these buildings to sit vacant and a potential drag on the surrounding properties, the Village should consider allowing adaptive reuse. This development option is included in the sample table of contents in Appendix A.

Sample Code from Another Jurisdiction

Section 510-250 Generally

An adaptive reuse project allows the use of an existing building in a residential zoning district that has been used for an institutional use (e.g., school, day care, nursing home, library, worship facility) that for practical purposes is no longer usable for the most recent use or any other institutional use allowed in the zoning district where it is located. Such institutional use must have been legally established and operated and the building must not be dilapidated or in a state of disrepair, or partly or wholly destroyed by fire, flood, wind, or other disaster.

Source: Village of East Troy

14. Architectural Review Standards

The Village's code does not directly address the architecture of multi-family and non-residential buildings (e.g., massing, continuous blank walls) or exterior building materials. The Village will need to determine what if any guidance should be added to the zoning code. These standards can range from simple to wide-ranging. They can be offered as guidelines or stated as a requirement.

As an initial starting point, the Village should evaluate standards used by cities and villages in the area and mirror those elements deemed appropriate. If the Village determines requirements are not needed, in whole or in part, guidelines could be developed.

15. Effect of a Land Transfer on Zoning Designation

Under state law, adjoining property owners are able to transfer land from one lot to another provided the resulting parcels comply with local zoning requirements. In those situations where the affected lots are in different zoning districts, a provision should be added to the Village code stipulating that the transfer does not alter the location of the zoning district boundary until such time as the zoning map has been amended. Alternatively, a provision could be drafted stipulating that a parcel may only have one base zoning designation, which would disallow such land transfers until the zoning has been adjusted to reflect the proposed lot line.

16. Traffic Impact Analysis

Historically, development in the village has been relatively small scale. However, the Village should consider adopting requirements for a traffic impact analysis (TIA). Such provision would state when a TIA is mandatory and what content should be part of a TIA. Below is an example set of requirements.

Sample Code from Another Jurisdiction

Traffic impact analysis

A. When required. A traffic impact analysis is required when the anticipated number of trips per day of the proposed development at build-out is 500 or more. When the number of trips is 300 or more but less than 500, the Village may, in its sole discretion, require a traffic impact analysis when circumstances warrant such review.

B. Purpose. A traffic impact analysis evaluates the adequacy of the existing transportation system to serve the proposed development and determine the expected effects of the proposed development on the transportation system. The traffic impact analysis must provide adequate information for Village staff to evaluate the development proposal and to provide recommended conditions of approval in the event approval is recommended.

C. Preparation. When a traffic impact analysis is required, the applicant must hire an engineer as approved by the Zoning Administrator to prepare the report. The approved engineer shall have expertise in transportation planning.

D. Trip generation rates. Trip generation rates for various land uses shall be based on the manual entitled "Trip Generation" (latest edition) published by the Institute of Transportation Engineers. Trip generation rates from other sources may be used if it can be shown that the alternative source better reflects local conditions.

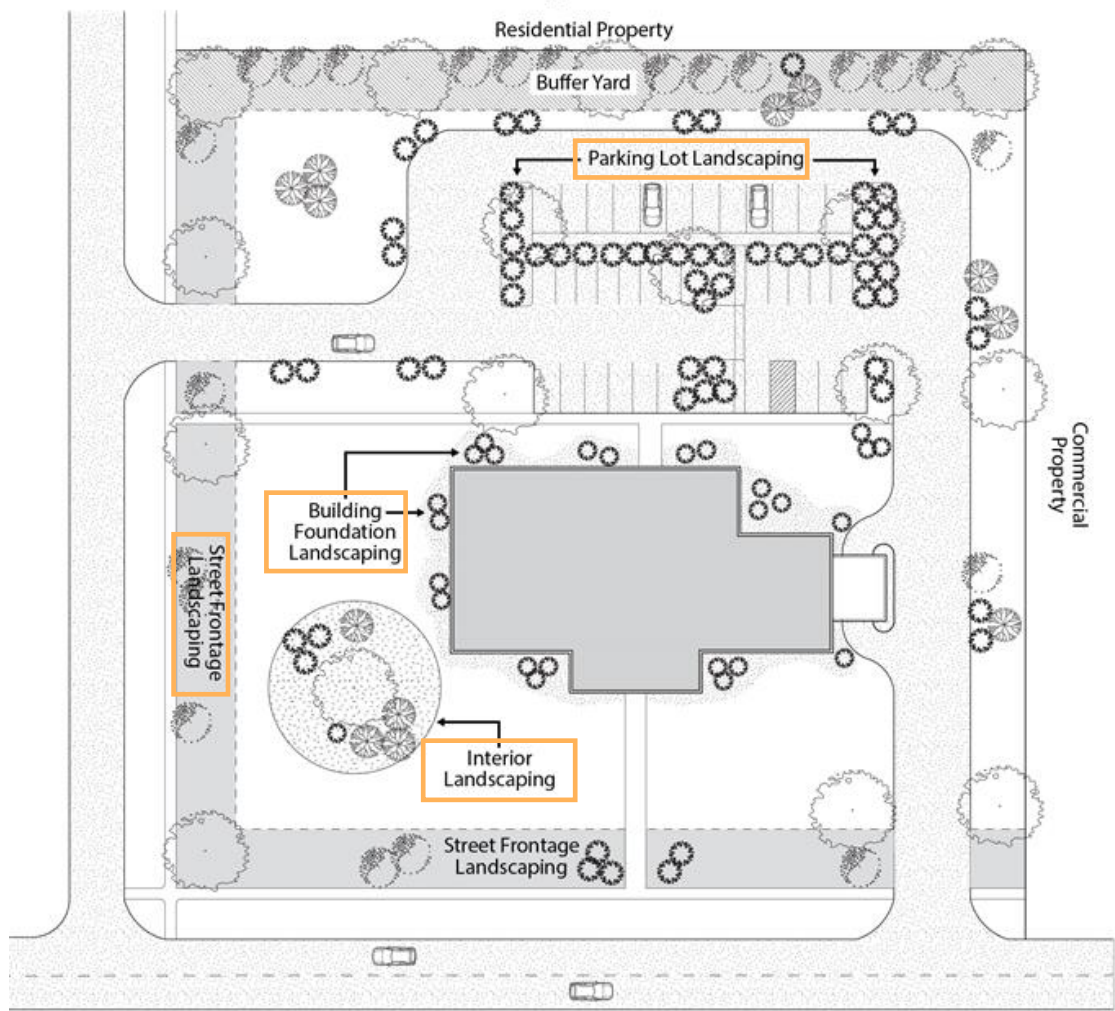
E. Form and content. A traffic impact analysis must be completed consistent with the most current revision of the Traffic Impact Analysis Guidelines published by the Wisconsin Department of Transportation.

17. Landscaping

The current zoning code does not provide adequate guidance to applicants or those who must review development projects. While there is merit in allowing for flexibility, standards are needed from a practical and legal perspective so everyone knows what is required.

Landscaping standards can be adopted for different parts of a lot and stated as a defined level of landscaping per a defined unit of measure. Often landscaping is required along the street frontage, in parking areas, around buildings, and sometimes within the interior of a lot.

Types of Landscaping in Different Parts of a Development Project



The required level of landscaping can be adjusted based on where the project is located (commercial or industrial). Below is a generic way to think about minimum landscaping requirements.

Location	Plants per Unit of Measure
Street side landscaping	# plants per 50 feet of street frontage
Building foundation	# plants per 100 feet of building perimeter
Parking lots	# plants per 500 square feet of pavement
Interior lot	# plants per 1,000 square feet of building floor area

By way of example, it's quite common to require one shade tree for every 50 feet of street frontage. In that way, a more or less continuous canopy of shade can be provided over time.

Screening (e.g., landscaping, fencing) between incompatible land uses is a common technique in many zoning codes. The Village's zoning code doesn't mention screening except for around mobile home parks. The Village should consider adopting more standards.

18. Outdoor Lighting

Outdoor lighting is an important design component, that is really not addressed in the current code except for a brief mention with regard to conditional uses. The Village should consider establishing standards for multifamily, commercial, institutional and industrial developments. Lighting standards usually focus on a few key points that should be part of a site plan review. From a developer's perspective, submitting the required information is a rather routine process.

19. Signs

Division 7 of the zoning code addresses signage. As drafted, the regulations are not content neutral because they regulate content in varying degrees. This part of the code should be revised to comply with court rulings including *Reed v. Town of Gilbert* (U.S. Supreme Court, 2015) and *Austin v. Reagan*.

Recommendations:

1. The Village should expand the scope of the sign regulations to address things typically included in sign codes.
2. Existing and new provisions must be drafted to be content neutral.
3. Sign regulations should also address electronic message displays with regard to size, lighting levels, number, and placement.

20. Design Principles

The Village's zoning code, as is common, requires a site plan review to evaluate proposed development projects. In its simplest form, this evaluation looks at the basics such as building placement and ensuring the number of required parking spaces are provided. Beyond that, there are many factors that play into a site's design. The Village's code does not include design principles in a meaningful way. From a practical and legal perspective, the code should include basic design principles that are considered during a site plan review process. This would include the design of on-site parking, pedestrian movements, building placement, landscape design, and outdoor lighting to name a few.

Recommendation: The code should include meaningful design principles that can be used in the site review process.

Sample Code from Another Jurisdiction

Minimum Design Standards for Parking

Parking areas must be designed based on the following principles:

1. Provide continuous flow of traffic through the parking area.
 2. Allow safe movement of pedestrians from parking to buildings.
 3. Allow for appropriate landscaping of parking areas without conflicting with outdoor lighting.
 4. Ensure that emergency service vehicles are able to travel through parking areas, including fire trucks (having a curb-to-curb turning radius of 40 feet) and tow trucks (having a curb-to-curb turning radius of 47 feet with a car in tow).
 5. Minimize impervious surfaces.
 6. Allow for the logical expansion of parking areas to accommodate different land uses or an expansion of an existing use.
 7. Ensure that the stormwater generated on the site is accommodated consistent with adopted requirements.
-

21. Review Procedures

Overview As shown in the potential table of contents (Appendix A), all of the procedures are grouped together from an organizational standpoint. To help understand the basics of each, a chart is included in Appendix C. Existing procedures are shown along with potential revisions and new procedures that are not in the zoning code. Potential changes are intended to simplify the process and reduce the overall length of the process.

Typical content While there are differences between the different review procedures, each should generally include the following elements.

- Applicability and exemptions
- Initiation
- Review procedures
- Decision criteria
- Imposition of conditions in approval
- Content of decision notice (letter)
- Effect of approval
- Effect of denial
- Expiration of approval
- Appeal

Decision criteria From a practical and legal perspective, everyone should know the criteria decision-makers will be using to evaluate whether an application should be approved or denied. Sometimes, the criteria can be stated in terms of things the decision-making process should consider. In some instances, though, it is appropriate to more definitively state the criteria that must be satisfied in order to grant approval.

Sample Code for Factors as Decision Criteria from Another Jurisdiction

The review authority must consider the following factors in making their decision:

- (1) effects of the project on traffic safety and efficiency and pedestrian circulation, both on-site and off-site;
- (2) effects of the project on the natural environment;
- (3) effects of the project on surrounding properties;
- (4) compliance with the general site design principles and requirements in Article ____;
- (5) compliance with the design principles for parking lots in Article ____;
- (6) compliance with other applicable requirements in this chapter; and
- (7) any other factor that relates to the purposes of this chapter set forth in § ____ or as allowed by state law.

Sample Code for Mandatory Determinations from Another Jurisdiction

The Plan Commission and Village Board must compare the known and anticipated impacts of the existing nonconforming use on properties in the area and those of the proposed nonconforming use. The Plan Commission may not recommend and the Village Board may not approve a conversion when the new nonconforming use would be more of a nonconformity than the existing nonconforming use.

Burden of proof. To avoid any confusion, it's always helpful to describe who has the burden of proof for each of the different types of reviews and during an enforcement proceeding.

Sample Code from Another Jurisdiction

- A. **Application review process.** During the application review process, the applicant has the burden of proof to show that the application should be approved based on the decision criteria relating to that application.
 - B. **Appeal of an administrative decision.** During an administrative appeal proceeding, the petitioner has the burden of proof to show that such decision is not consistent with this chapter.
 - C. **Enforcement proceedings.** During an enforcement proceeding, the zoning administrator or administrative unit taking enforcement action has the burden of proof to show that the action or development is in violation of this chapter.
-

Step-by-step descriptions The section describing the steps in the review process can be a running list of who does what and when. Alternatively, the process can be graphically depicted as a flowchart. An example is shown below.

New procedures

- **Reasonable accommodations** Under federal law, a person with a disability can request a local government to make a reasonable accommodation in their zoning regulations. While a zoning code can be silent on this matter, the best approach is to incorporate provisions in the zoning code rather than crafting a process on the fly when a request has been made. The code should include legislative findings, a clear process how such requests are to be handled, and confidentiality provisions.
- **Registration of nonconforming uses.** While nonconforming land uses are allowed to continue and exist, there are instances where the nonconforming use expands overtime and/or morphs into something quite different. When that happens, the municipality faces challenge in terms of enforcement. In addition, a person who owns a nonconforming use may also face challenges when they attempt to sell their business because the buyer or the lender may not know with certainty if what is being sold qualifies as a nonconforming use.

For these reasons, the Village should consider adding a way in the zoning code to formally register a nonconforming use. At the conclusion of the process there would be an evidence-based determination that establishes when the use became nonconforming and the nature of the use at that time. The process can be initiated by the municipality or by the property owner. This procedure is included in the sample table of contents in Article 5 (Appendix A).

22. Outstanding Violations and Payments

Approvals granted under a zoning code are considered a privilege and not a per se right. Therefore, the Village can refuse to consider any application so long as the subject property is currently violating the zoning code or when taxes and other required payments are delinquent. Below is a sample provision.

Sample Code from Another Jurisdiction

- If the zoning administrator determines that a parcel is in violation of this chapter, no permit or approval of any kind can be granted under this chapter that would benefit such parcel, except to correct the violation or as may be required by state law.
 - No permit or approval of any kind can be granted under this chapter that would benefit a parcel for which taxes, assessments, special assessments, or other required payments are delinquent and unpaid.
-

23. Specific Land Uses

Antenna facilities State law preemptively The zoning code should be revised to regulate this use consistent with any standards.

Amateur radio antennas State law preemptively regulates amateur radio antennas. The zoning code should be revised to regulate this use consistent with any standards.

Payday lenders Section 59.69 (4f), Wis. Stats., preemptively regulates payday lenders. The Village should determine if this use should be regulated as allowed in that section.

Foster homes The Village should amend the zoning code to regulate this use consistent with state law.

Adult family homes State law preemptively regulates adult family homes. The Village should amend the zoning code to regulate this use consistent with that section.

Community living arrangements Section 59.69 (15), Wis. Stats., preemptively regulates community living arrangements (CLAs). The zoning code includes CLAs, but does not explicitly address the number of residents and where they are specifically allowed. Under state statutes, CLAs with 8 or fewer residents are allowed in any residential zoning district. CLAs with 9 to 15 residents may locate in any multi-family zoning district by right and with approval as a special exception in a single-family or two-family zoning district. CLAs with more than 15 residents may locate in any residential district with approval as a special exception. The code should be amended to reflect the different permissions based on the number of residents.

Accessory dwellings and in-law suites Accessory dwellings are currently not allowed. The Village may want to consider allowing them as a means to promote workforce housing.

In-law suites are another housing option that can work to expand choices. With this type of housing the additional unit is an integral part of a single-family, but provides separate areas for related family members. An in-law suite has separate bedrooms, bath rooms, and kitchenette but does not have a front separate entrance.

Sample Description for In-Law Dwelling Unit from Another Jurisdiction

An arrangement and use of rooms within a single-family dwelling that allows for one or two family members to reside separate from the single housekeeping entity while remaining part of and having nonlockable direct interior access to the entire single-family dwelling. The arrangement of rooms may contain a kitchenette with associated living areas, bedrooms, and a bathroom.

Note: Also known as secondary suite.

Home occupations The current zoning code allows two distinct types of home businesses: home occupations and professional home offices. However, there are few limitations on those uses, which may be fine if that is the intent.

Telecommunication facilities Section 66.0404, Wis. Stats., preemptively regulates telecommunication facilities. While the review process for a new tower of Class 1 collocation, is similar to a conditional use, it is recommended to create a new review process that is tailored to this specific use.

Solar and wind energy systems Section 66.0401, Wis. Stats., preemptively regulates solar and wind energy systems. The Village should amend the zoning code to regulate these uses consistent with that section. Rather than use the conditional use process as the means of review, a new review process should be created. That way, there won't be any confusion on the part of the applicant, neighbors, and the reviewing body.

As with most land uses, the scale of the operation, the size of the subject property, the location of the use on the property, and operating characteristics matter a lot. It would be appropriate to specify the minimum lot area for many of these and to exclude them from a platted subdivision. While some of these uses can be allowed by right, most would be reviewed as a special exception.

Adult Uses The zoning code does not include any regulations for adult uses. Rather, licensing requirements are found in Chapter 10 of the municipal code. While the licensing requirements can remain outside of the zoning code, provisions should be added to the zoning code to identify where the use may be allowed.

Chapter 10 suggests that the use can occur in any zoning district so long as the Village issues a conditional use permit. Again, with the changes to state law in 2017, there is not enough control with the conditional use process to deny a permit application.

- **Definition.** The definition for adult establishments should also include "adult health/sport clinic". A corresponding definition should be added to the section with all of the general definitions.
- **Secondary negative effects.** Local communities can regulate adult uses as they relate to potential secondary negative effects they can create. The part of the code addressing adult uses should therefore be revised to include legislative findings specifically related to this matter. Below is a sample set of findings.

If the Village wants to include such legislative findings, it is important to not only enumerate them in the code, but to be fully aware of what is being addressed beyond a casual understanding. A reading packet of related materials should be prepared and made available to those recommending adoption of the code and Village board members.

Sample Code from Another Jurisdiction

(A) Legislative findings. The town board makes the following legislative findings regarding adult-oriented establishments:

- (1) Negative secondary effects associated with adult, sexually-oriented establishments have been confirmed by the United States Supreme Court in its decisions in, for example, *City of Renton v. Playtime Theatres, Inc.* (475 U.S. 41 (1986)) and by the United States Court of Appeals in its decisions in, for example, *Hang On, Inc. v. City of Arlington* (65 F.3d 1248 (5th Cir., 1995)), *Fantasy Ranch v. City of Arlington Texas* (459 F.3d 546 (5th Circuit, 2006)), and *Andy's Restaurant & Lounge, Inc. v. City of Gary* (466 F.3d 550 (7th Cir., 2006)) and such negative secondary effects include, for example, personal and property crimes, prostitution, lewd behavior, assault, public indecency, obscenity, illicit drug use and drug trafficking, potential spread of disease, negative impacts on surrounding properties, urban blight, litter, and sexual assault and exploitation.
- (2) The decisions issued by the appellate courts constitute reliable sources of information that may be reasonably relied upon by the Town Board.
- (3) Each of the foregoing negative secondary effects constitutes a harm that the Town has a substantial governmental interest in preventing and/or abating.
- (4) Continued regulation of adult-oriented establishments is necessary to limit the aforementioned negative secondary effects associated with adult-oriented establishments and thereby promote the health, safety, and welfare of the Town of Mukwonago.
- (5) The Town Board intends, via this chapter, to establish reasonable regulations on adult-oriented establishments, while preserving free speech pursuant to the First Amendment to the United States Constitution and Article I, Section 3 of the Wisconsin Constitution.

- **Proximity to other land uses.** Section 54-235 (c)(1) prohibits adult uses within 2,000 feet of any land used or zoned for residential purposes or within 2,000 feet of any church or school. Other similar uses should be considered including public libraries, play grounds and parks, family day care homes, group day care homes, taverns, or any youth-oriented establishment. The separation distances do not need to be the same. One word of caution is in order. It's not possible to use these separation standards to in effect not allow adult uses in the Village's jurisdiction.

- **Prohibition on sale of alcohol.** If the Village determines that on-premise consumption of alcohol creates a negative effect deemed unacceptable, a prohibition can be part of the development standards for an adult use. Again, this restriction must be related to the secondary negative effects.

Shared-use kitchen The Village may want to consider allowing shared-use kitchens, described below, in certain zoning districts and with appropriate development standards.

Sample Description for Shared-use Kitchen

A commercial-grade kitchen that is open to community groups and local food entrepreneurs who produce food products for sale to restaurants, food stores, and other outlets that will sell the product to the ultimate consumer. A shared-use can be operated by a university or other secondary school, governmental agency, non-profit organization, or private company.

Business incubator The Village may want to consider allowing business incubators, described below, in certain zoning districts and with appropriate development standards.

Sample Description for Business Incubator

A place where multiple start-up companies can operate within a single building for a defined period of time not exceeding two years. While each of the participating companies may have their own defined space, a business incubator will often have office space for the operator and common areas for the start-up companies including conference rooms, co-work areas, an employee lounge, copying and computer services, 3D printers, light machinery, and the like. In addition to a physical space, a business incubator provides access to business resources such as mentors, networking opportunities, training and educational programs, and other forms of material support. A business incubator can be operated by a university or other secondary school, governmental agency, non-profit organization, or private company.

Wind test towers Section 66.0401 (3), Wis. Stats., allows wind test towers throughout the municipality. While not a common occurrence, this use should be added to the Village code.

Community gardens The Village may want to add a use type for community gardens and allow them in areas where they fit.

Sample Description for Community Garden

A place where a group of unrelated individuals grow vegetables, fruits, and flowers for their personal use. A community garden can be divided into individual plots of land for the exclusive use of the person assigned each plot, or the entire garden may be a cooperative effort of any number of people, or a combination thereof.

Twin homes For the casual observer, a twin home looks like a typical duplex. The only difference is the common wall is located on a property line separating the two dwelling units. The Village should consider adding this type of housing to the land use table and establishing supplemental standards.

24. Conditional Uses

A new paradigm The state legislature in 2017 changed how conditional uses are reviewed across the state. Prior to the new law, conditional uses were reviewed on a case-by-case basis. If the proposed use was appropriate for the given location, it was approved potentially subject to unique conditions intended to help make the project fit its surroundings.

Now, the conditional use review process turns on the petitioner being able to comply with the municipality's code requirements. As long as the standards can be met, then the conditional use is generally approved. For that reason, some communities have rethought how they use the conditional use review process. Most noticeably, conditional used now include various requirements that are tailored to each of the conditional uses. Some address operational characteristics including noise, hours of operation, outdoor storage, and the like. Other standards address special landscaping and screening requirements unique to the use.

The current zoning code is ill-equipped to handle conditional uses under the new law, which is a prominent center piece of the Village's land use strategy.

By way of example, there is no list of permissible conditional uses. In fact, a number of the zoning districts state that "all uses and accessory uses are conditional in this district." In practical terms, that means that a property owner can propose any land use and as long as they meet the standards in the code, most likely none, the

Village will have little chance to deny the project or impose conditions, with rare exception. Of all the potential revisions to the code, this is the most critical.

Intermediary review In determining where the various conditional uses should be allowed, a typical lot in the zoning district is generally envisioned. However, there are lots that do not comply with the minimum lot size applied throughout the district. In addition, there may be existing nonconforming uses on a lot and there may already be a conditional use on a lot. Those are unique situations that affect whether a conditional use on a given lot would be appropriate or not. These are atypical situations that need to be handled differently.

The Village may want to consider an intermediate review to determine whether a conditional use would be appropriate or not given the atypical nature of the lot. Below is a sample provision creating an intermediate review before a special use application can be considered.

Sample Code from Another Jurisdiction

Nonconforming lots In the event a lot is classified as a nonconforming lot (e.g., lot area, lot width), all conditional uses are prohibited, unless the Plan Commission determines, on a case-by-case basis, that the nature of the nonconformity does not affect the appropriateness of the lot for the conditional use. Any such determination in the affirmative shall have no bearing on the Plan Commission's recommendation or the Town Board's decision made under this chapter.

Existing nonconforming uses In the event a lot has a nonconforming use, all conditional uses are prohibited, unless the Plan Commission determines, on a case-by-case basis, that the nonconforming use and proposed conditional use are compatible. Any such determination in the affirmative shall have no bearing on the Plan Commission's recommendation or the Town Board's decision made under this chapter.

Existing conditional uses In the event a lot has an approved conditional use, all other conditional uses are prohibited, unless the Plan Commission determines, on a case-by-case basis, that the existing and proposed conditional uses are compatible. Any such determination in the affirmative shall have no bearing on the Plan Commission's recommendation or the Town Board's decision made under this chapter.

Inappropriate use of the conditional use process The current code also uses the conditional use review process to review things that are not land uses per se. Such instances include:

- § 48-108 (a) Maximum height of accessory structures
- § 48-108 (b) Maximum floor area of accessory structures
- § 48-108 (c) Maximum floor area of shed
- § 48-267 Special use permits
- § 48-302 Exceeding multiple standards for ground signs

Following the statutory changes in 2017 for how conditional uses are reviewed, these sections should be revised to incorporate a different review process that gives the Village the needed discretion.

25. Financial Guarantees

While it is common to include provisions in a land division code addressing financial guaranties for infrastructure, there are instances in the zoning code where the use of financial guarantee may be warranted. For example, if weather inhibits installation of required landscaping or the completion of a site improvement, temporary occupancy may occur if an adequate financial guarantee is in place. Sometimes a financial guarantee is required to ensure a telecommunication tower is removed when it is no longer in service.

The zoning code should describe when financial guarantees may be used and most importantly what types of guarantees are acceptable. In this regard, bonds are the least desirable and should not be used. Cash deposits and letters of credit are far more desirable, because the money is easier to access.

26. Floodplain Regulations

The Village's floodplain regulations are currently not part of the zoning code, with the exception of floodplain terms and references to the different floodplain districts. Since the regulations were adopted, the Department of Natural Resources published a new model ordinance that is intended to comply with statutory changes (2019 Act 175, regarding regulation of nonconforming structures). As proposed in the table of contents (Appendix _??_), the floodplain regulations should be part of the zoning code.

27. Shoreland Regulations

The Village's zoning code does not address shoreland-wetlands as required under § 62.231, Wis. Stats.

28. Specific Revisions to Existing Code

1. The definition for family should be renamed to household unit and revised accordingly.
2. Include details on how lot area is measure. In particular, lot area should only include developable land. Potential exclusions are shown below. All of the numbers are illustrative.

Sample Definition for Lot Area

Lot area means the total horizontal area within the lot lines of the lot, but excludes the following:

- 100 percent of any waterbodies
- 50 percent of any slopes exceeding 18 percent
- 100 percent of any wetlands
- 85 percent of any floodfringe areas
- 100 percent of any floodways
- Etc.

-
3. The term "church" is used a number of times in the zoning code. While not entirely inappropriate, the more appropriate term is "place of worship" or "worship facility".
 4. Remove "parties in interest" from the list of definitions in § 48-1, because it is not referenced in the zoning code in any meaningful way. A review should be done to remove any unused terms from the definitions section.
 5. The current code establishes prescriptive front yard setbacks. Setback averaging is a tool that works well in older established neighborhoods that may have been developed before the advent of the zoning code being adopted.
 6. Mobile homes and manufactured homes are distinctly different housing types based on their construction specifications. It appears the code uses these terms somewhat interchangeably. The code should clarify where these different housing types are allowed.
 7. Review § 48-1 to make sure all unique terms are defined. By way of example, impervious surface should be defined.
 8. The code should be revised to comply with 2023 Wisconsin ACT 16 which was enacted in June of 2023. The act addresses (i) the procedure for amending zoning ordinances and appeal rights, (ii) approval of "permits" for residential housing developments, (iii) judicial review of local residential development decisions, and (iv) planned development district zoning.

9. The code should be revised to comply with 2017 Wisconsin Act 67 which was enacted in November of 2017. The Act (i) limits the authority of local governments to regulate the development on substandard lots and repair, rebuilding, and maintenance of nonconforming structures, (ii) requires the issuance of conditional use permits under certain circumstances (previously discussed above), and (iii) provides standards for the granting of variances.
10. The definitions for front, side and rear yard leave land unclassified (i.e., not part of any yard area).
11. Section 48-150 address the requirements for a PUD and include requirements for "proof of financial capability." How is that evaluated? It should be removed as a requirement.
12. Section 48-174 establishes a standard of one loading space for every 3,000 feet of floor area for businesses. That standard is excessive and should be revised.

Appendix A.
Sample Table of Contents

Article

1. General Provisions

2. Interpretation, Construction, and Definitions

3. Administrative Bodies

Division 1 – Plan Commission

Division 2 – Board of Adjustment

Division 3 – Zoning Administrator

4. General Procedural Requirements

Division 1 – Generally

Division 2 – Notice Requirements

Division 3 – Public Hearings

Division 4 – Site Visits

Division 5 – Financial Guarantees

5. Specific Procedural Requirements

Division 1 – Code Amendment

Division 2 – Planned Development District

Division 3 – Special Exception

Division 4 – Wireless Telecommunication Facility

Division 5 – Wind Energy System Facility

Division 6 – Solar Energy System Facility

Division 7 – Site Plan

Division 8 – Registration of a Nonconforming Use

Division 9 – Conversion of a Nonconforming Use

Division 10 – Zoning Permit

Division 11 – Floodplain Permit

Division 12 – Code Interpretation

Division 13 – Administrative Appeal

Division 14 – Variance

Division 15 – Reasonable Accommodations

6. Zoning Districts and Land Use

Division 1 – General Provisions

Division 2 – Zoning Map

Division 3 – Zoning Districts

Division 4 – Allowable Land Uses

7. Use and Development Standards

Division 1 – Dimensional and Related Standards

Division 2 – General Standards

Division 3 – Environmental and Engineering Standards

Division 4 – Performance Standards

Division 5 – Site Design Standards

8. Building Types (optional)

9. Alternative Development Options

Division 1 – Conventional Planned Unit Development

Division 2 – Cottage Housing Project

Division 3 – Adaptive Reuse Project

Division 4 – Conservation Subdivision

10. Specific Planned Development Districts

11. Floodplain Overlay District (Ch. 16, Art. II)

Division 1 – General Provisions

Division 2 – Maps and Districts

Division 3 – General Provisions Applicable to all
Floodplain Districts

Division 4 – Floodway District

Division 5 – Floodfringe District

Division 6 – General Floodplain District

Division 7 – Flood Storage District

Division 8 – Administration

Division 9 – Nonconformities

12. Wellhead Protection Overlay District

13. Shoreland-Wetland Overlay District

14. Shoreland Overlay District

15. Landscaping and Buffers

16. Parking, Loading and Access

17. Outdoor Lighting

18. Signs

19. Nonconformities

20. Enforcement

Appendix

A. Land Use Table

B. Land Use Descriptions and Supplemental Standards

C. Zoning Districts and Dimensional Standards

D. Building Type Illustrations (optional)

E. General Definitions

F. Mapping Requirements

Appendix B. Sample of Typical Land Uses

1. Residential

- Mixed-use residential
- Multi-family, 2 units
- Multi-family, 3 to 4 units
- Multi-family, 5 or more units
- Single-family dwelling
- Townhouse, 2 units
- Townhouse, 3 to 4 units
- Townhouse, 5 or more units

2. Special Care Facilities

- Assisted living center
- Community living arrangement, 8 or fewer residents
- Community living arrangement, 9 to 15 residents
- Community living arrangement, more than 15 residents
- Group day care center
- Group day care center (company)
- Hospice care center
- Nursing home
- Temporary residential shelter

3. Food and Beverage

- Banquet hall
- Craft brewery, winery, distillery
- Restaurant
- Tavern

4. Vehicle Sales and Service

- Marine sales and service
- Truck stop
- Truck-trailer rental establishment
- Vehicle fuel station
- Vehicle repair shop
- Vehicle sales and service
- Vehicle service shop

5. General Commercial

- Adult-oriented establishment
- Body-piercing establishment
- Business incubator
- Commercial greenhouse
- Conference - exposition center
- Equipment rental, large (new subtype)
- Equipment rental, small (new subtype)
- Financial services
- General services
- Healthcare clinic
- Instructional studio
- Multipurpose business
- Office
- Overnight lodging
- Retail sales, 15,000 square feet or less
- Retail sales, more than 15,000 square feet
- Secondhand store
- Shared-use kitchen
- Tattoo establishment
- Tobacco/vape/smoke store
- Veterinary clinic

6. Recreation and Entertainment

- Golf course
- Indoor entertainment
- Indoor recreation
- Marina
- Outdoor recreation
- Park, community
- Park, neighborhood
- Recreational trail

7. Government & Community Services

- Administrative government center
- Animal shelter
- Cemetery
- Community center
- Community cultural facility
- Community garden
- Delivery/pickup hub
- Food pantry
- Funeral establishment
- Health care center
- House museum (needed?)
- Place of worship
- Public safety facility
- School, K-12

8. Transportation

- Airport
- Park and ride lot
- Parking structure
- Railroad
- Transit center
- Truck terminal

9. Utilities and Telecommunication

- Large wind energy system
- Public utility office and yard
- Solar power plant
- Telecommunication tower and Class 1 collocation
- Telecommunication, Class 2 collocation
- Utility installation, major
- Utility installation, minor

10. Industrial & Manufacturing

- Artisan shop
- Composting facility
- Construction equipment sales and service
- Contractor yard
- General repair
- Makers space
- Manufacturing
- Recycling center
- Solid waste transfer station

11. Storage

- Bus storage facility
- Dry boat storage
- Personal storage facility
- Vehicle storage yard
- Warehouse

12. Agriculture & Resource-Based Uses

- General cultivation
- Open lands

13. Accessory Uses for All Principal Uses

- Amateur radio and/or citizens band antenna
- EV charging facility, 1 to 4 stations
- EV charging facility, 5 or more stations
- Exterior communications device
- Firewood storage
- Little free library
- Rain garden
- Retaining wall
- Small wind energy system
- Solar energy system, building-mounted
- Solar energy system, ground-mounted

14. Accessory Uses for Residential Uses

- Accessory building, residential
- Accessory dwelling unit (ADU)
- Amateur radio tower
- Backyard chickens
- Bed and breakfast
- Boat house
- Family day care home
- Gardening
- Home occupation
- Hot tub
- Household livestock
- Household pets
- In-family suite
- Keeping of bees
- Outdoor fireplace
- Outdoor kitchen
- Patio
- Pergola
- Play structure
- Private kennel
- Sport court (private)
- Swimming pool
- Tourist rooming house

15. Accessory Uses for Other Principal Uses

- Accessory building, non-residential
- Drive-through window
- Outdoor food and beverage service
- Outdoor play area
- Parking lot
- Roof-top greenhouse

16. Temporary Uses

- Construction office
- Livestock for vegetation management
- Mobile food establishment
- Model home
- Party tent
- Portable storage container
- Rummage sale
- Sale of vehicles and recreational equipment
- Seasonal retail sales
- Sidewalk café
- Topsoil removal and sale
- Wind test tower



REQUEST FOR PROPOSALS

Village of Jackson Zoning Code Update

Issue Date: March 31, 2025
RFP Due Date: May 23, 2025
4:00 PM CST

Please Submit to:

Collin Johnson
Director of Inspections & Zoning
W194 N16660 Eagle Drive
Jackson, WI 53037
Ph: 262.677.9696
Email: collin.johnson@villageofjacksonwi.gov

REQUEST FOR PROPOSALS: ZONING CODE UPDATE

General Information

The Village of Jackson seeks a qualified consultant to prepare a full rewrite of Chapter 48 of the Village's Ordinances, the Zoning Code, along with potential updates to other associated code sections including but not limited to Chapter 8 Buildings and Construction, Chapter 16 Environment, Chapter 26 Manufactured and Mobile Homes, and Chapter 38 Subdivisions.

Background:

With a population of approximately 7,844 people, the Village of Jackson is considered the fastest-growing community in Washington County, Wisconsin. The Village of Jackson was originally settled in 1872 and was incorporated as a Village on March 14, 1912.

The Village of Jackson is located northwest of Milwaukee and south of West Bend, at the intersection of U.S. Highway 45 and State Highway 60, in the heart of the Kettle Moraine Area, and was named after President Andrew Jackson. Jackson is an ideal place for people to work and live. Jackson enjoys many of the conveniences of a suburban city, with a small-town atmosphere.

The Village features a downtown main street district with small lots, various businesses, and a mix of housing types within walkable neighborhoods. Neighborhoods developed since the 1970's follow a more typically suburban pattern, larger lot sizes, and irregular street patterns. The Village also features three industrial/business parks with a mix of industrial, manufacturing, fabrication, warehouse, general commercial, and service-oriented businesses. The downtown (Main Street) business district stretches east and west along Highway 60 and features a mix of retail, professional services, gas/convenience stores, and fast-food restaurants.

The last comprehensive update to the Village's zoning ordinance was completed in 2017. It generally maintained the organizational structure as well as many specific regulations from previous versions of the code, dating to the 1960's and 70's. It is comprised of traditional residential zoning districts, business and manufacturing districts, manufacturing districts, as well as park and recreational, floodway, and institutional districts.

The current Zoning Code also relies heavily on PUD or Planned Unit Development District zoning for both residential and commercial development. The PUD zoning code lacks "uses by right" and other traditional zoning standards mandated under current law. It is a conventional Euclidian-style code, with separation of use types and lot size mandates. Most of the Village's downtown business and residential districts are non-conforming and outdated or absent use lists often make it difficult for businesses to

locate in districts where they would otherwise be appropriate. Several piecemeal updates have been made throughout recent years, and while they have helped keep it functional, they have also introduced inconsistencies which complicate enforcement of the code.

The Village also maintains extraterritorial plat review jurisdiction within the Towns of Jackson and Polk.

In order to continue growing, and to continue providing housing and services for the existing population, the Village will need to encourage both new and redevelopment opportunities, higher densities, and mixed uses.

The Village is nearing completion of minor updates to its Comprehensive Plan which will update the Future Land Use Map and Land Use Plan. The updated Zoning Ordinances must be aligned with the Village's Comprehensive Plan which provides a framework for the new Zoning Code. The intended purpose of the Zoning Code update is to re-orient the Village toward a future growth pattern more focused on the Village defining and expanding uses by right, higher density residential development, and continued expansion of Village boundaries in more clear and concise language that is straightforward and simpler to navigate.

Selection Timeline:

- **April 7th, 2025 - RFP Issued**
- **May 23rd, 2025 - Proposals Due**
- **May 26th – June 13th, 2025 – Review of Proposals**
- **June 16th – 27th, 2025 - Interviews with candidate firms.**
- **July 8th, 2025 – Village Board Project Approval**
- **July 14th, 2025 – Project Commencement**
- **For budget purposes all work must be completed by October 30th, 2026.**

Goals:

- The new zoning ordinance will be simpler and more user friendly than the current ordinance. It will include charts, diagrams, tables, and other graphics where appropriate.
- The new ordinance will maintain consistency across all districts. Where applicable, lists of allowed uses will be broad based and adaptable to changing economic environments.
- The new ordinance will legalize traditional development patterns that are present in the Village's older neighborhoods and provide flexibility to allow those neighborhoods to maintain their character and to redevelop.
- The new ordinance should have a hybrid format, including some elements

of a traditional Euclidean framework, particularly in existing neighborhoods which developed under that framework, along with some elements of Form Based or other innovative systems such as middle housing, affordable rental and homeowner units, adaptive reuse, and accessory dwelling units.

- The new ordinance will provide for means to require Traffic Impact Analysis from a developer and set qualifying standards for such analysis.
- The new ordinance will give consideration towards regulation of special land uses including items such as antenna and other telecommunication facilities, publicly accessible electric vehicle charging stations, Payday lenders, Adult Family Homes, Community Living Arrangements, Foster Homes, home occupations, solar and wind energy systems, and adult uses.
- The new ordinance will provide for updates to the existing sign code and incorporate “content neutral” regulations.
- The new ordinance will establish parameters for review and issuance of Conditional Uses.
- The new ordinance will update and codify the Plan Commission’s building and site design policies and ensure that the design review process is as simple and predictable as possible. This includes landscaping, outdoor lighting, building design/material, and site improvement requirements.
- The new ordinance will shift the focus away from density maximums to permitted housing types in the residential and any mixed-use zoning districts.
- The new ordinance should also create a framework to reduce the need to use Planned Unit Development ordinances for mixed use, commercial/industrial, and residential housing developments.
- The new ordinance will improve the review procedures to shorten review times while achieving the overall intent of the zoning code.
- The new ordinance will incorporate the Village’s Comprehensive Plan and will account for changes to the Land Use Plan. It will also incorporate recommendations from other planning documents, such as the [Village of Jackson Zoning Code Audit Report \(attached\)](#), the [Washington County Next Generation Housing Initiative](#), and the Village of Jackson Wastewater Treatment Facility Facilities Planning Document (*available upon request*).

Scope of Work and Project Outline:

The final work program and timeline will be developed in conjunction with Village staff, but the scope of work should include the following:

- Review of Comprehensive Plan and other relevant plans. The consultant will review the current Comprehensive Plan, the housing studies, and other relevant plans to

ensure the new code will be consistent with recent planning documents.

- **Evaluation of Existing Neighborhoods, Corridors and Districts.** Staff will work with the consultant to identify context sensitive regulations for existing neighborhoods throughout the Village, as well as regulations to guide new development and redevelopment where applicable.
- **Public Outreach.** The consultant will develop a public outreach strategy to inform community stakeholders and the general public on the benefits of the proposed code updates, as well as conducting meetings and/or a charette and web interaction throughout the process. The Plan Commission will be the project steering committee and will receive regular updates throughout the process either by the consultant or by Village staff.
- **Drafting the Document.** The consultant will prepare drafts of the zoning ordinance, including graphics, for review by staff and the steering committee, culminating in a final version to be acted upon by the Plan Commission and the Village Board. The consultant will also complete any required revisions to the ordinance.
 - **Stress Tests.** Prior to final approval the consultant will work with staff to test the draft on existing properties, likely development scenarios, and common code enforcement situations in the Village of Jackson to anticipate and correct for unintended problems.

Deliverables:

- Submittal of a final version of the code in both an editable, mutually agreed upon format such as Microsoft Word, Microsoft Publisher, or Adobe InDesign and in Adobe Portable Document Format (PDF) that can seamlessly integrate into our CivicPlus Municode system.
- Proposal shall provide a 12-month consultation period to the Village of Jackson for administration of updated zoning code. Consultation period shall commence upon the effective date of the zoning code.

Budget:

Proposals should provide a total not-to-exceed fee to prepare the Chapter 48 zoning code update including hourly rates and estimated number of hours to complete the project, travel, and any other incidental costs associated with the project. Costs should be provided separately for any updates to Chapter 8, Chapter 16, Chapter 26 and Chapter 38.

Proposal Requirements:

At minimum to be considered complete, the proposal should include the following:

- Firm contact (name, work position, phone number, and email).
- Office address, main telephone number, and website for the firm.
- Three qualified references based on public sector experience.
- A brief proposal for the project work program including an estimated timeline to ensure that tasks can be completed within the established deadline.
- A description of anticipated meetings with and outreach to Village Boards and Commissions, Village staff, and the public.
- A brief overview of your firm, including a summary of experience with zoning code updates and examples of similar completed projects.
- A biography of key personnel who will be providing the services, and their roles.
- If partnering or contracting any of the work with another consultant or professional, please indicate this in the proposal and include that firm's (or individual's) biography and relevant experience.
- A detailed fee proposal, including a "not to exceed" fee to complete the work.
- Any other relevant information that the proposer would like to include.

Consultant Selection:

From completed proposals received by the deadline, a final consultant will be selected based on the criteria listed below. Finalists will be expected to participate in an interview with a selection committee consisting of a combination of Village staff. Consultant will be notified of the expected award in mid to late May, with final approval by the Village Board expected in early June.

Selection Criteria:

- Relevant experience of firm and project team (40 pts)
- Quality of similar completed projects (20 pts)
- Understanding of the issues (10 pts)
- Proposed project program, deliverables, and timeline (15 points)
- Public outreach process (10 pts)
- Proposed project cost (5 pts)

Please submit questions and requests for clarification to Collin Johnson at collin.johnson@villageofjacksonwi.gov or (262) 677-9696

Proposals should be emailed in PDF format to collin.johnson@villageofjacksonwi.gov and jen.heidtke@villageofjacksonwi.gov. A download link to a Dropbox site or another other secure site will also be accepted.

Complete proposals must be received by 4:00 PM on Friday, May 23rd, 2025, to be considered.

Reservation of Rights

The Village reserves the following rights in regard to the Request for Proposals:

- To pose questions to respondents prior to the deadline to clarify the content and to ensure a complete understanding of each submission. Additionally, the Village of Jackson may request additional information or an in-person or phone interview or presentation.
- To cancel or withdraw the RFP prior to the submission deadline.
- To modify or issue clarifications to the RFP prior to the submission deadline or to modify the deadline for submissions or other actions. Any modification will be updated on the Village's website.
- To reject any response it deems incomplete or unresponsive to the submission requirements.
- To reject all submissions submitted under the RFP.
- To reissue the RFP, a modified RFP, or a new RFP, or other process (Request for Qualifications) whether or not any submissions have been received in response to the initial RFP

Ownership and Use of Submissions

- All submissions shall become the property of the Village of Jackson. The Village may use any and all ideas in any submission whether the submission is selected or rejected.

Links to current code and planning documents:

Current Zoning Code: [Mini TOC: Chapter 48 - ZONING | Code of Ordinances | Jackson, WI | Municode Library](#)

Current Subdivision Code: [Chapter 38 - SUBDIVISIONS | Code of Ordinances | Jackson, WI | Municode Library](#)

Current Zoning Map: [400](#)

Current Comprehensive Plan: [Document Center • Jackson Village, WI • CivicEngage](#)

Web GIS Property Finder Application: [Real Estate Tax Parcel](#)

Attachments:

1. Village of Jackson Zoning Code Audit Report

DRAFT

Proposal for Planning Services

Zoning Code Update Project



Prepared For:

Collin Johnson, Director of Inspections & Zoning
Village of Jackson
W194 N16660 Eagle Drive
Jackson, WI 53037

CIVITEK
CONSULTING

GRāEF

May 22, 2025

Collin Johnson, Director of Inspections & Zoning
Village of Jackson
W194 N16660 Eagle Drive
Jackson, WI 53037

Dear Mr. Johnson:

In collaboration with GRAEF, Civi Tek Consulting is pleased to submit this proposal for the zoning code update project. As you review our proposal, please keep the following in mind:

- **Recognized Experience** The members of our team have hands-on experience administering zoning regulations at the local level. That insight matters—it ensures the new code will be drafted with staff needs in mind. Our goal is to deliver a code that is both simple to use and effective.
- **Commitment** We are committed to being responsive to your needs and making this a successful project—one we can all be proud of.
- **Value** Dollar for dollar, we will produce a great product and give you more value. Given our competitive fee structure, we can give you more effort and create more value when compared to a comparable budget proposal.
- **Custom-Tailored Products** You will receive a work product that meets your needs.
- **Proven Track Record** We encourage you to contact any of our references—they can speak best to our experience and capabilities.

We would welcome the opportunity to meet with you and others to refine the scope of services, timeline, and corresponding budget to fully meet the Village's needs.

Thank you for considering our team. If you should have any questions, please contact me at 920.728.2814 or at tim.schwecke@civitekconsulting.com.

Sincerely,



Tim Schwecke
Civi Tek Consulting



Craig Huebner
GRAEF

1. Project Team

To meet the unique needs of this project, Civi Tek Consulting will be teaming with GRAEF. Resumes for the key team members are included at the end of our proposal.

Civi Tek Consulting

Civi Tek Consulting ([website](#)) helps communities master the challenges and opportunities they face by offering a full suite of municipal planning services, including:

- Unified land development codes
- Zoning codes
- Subdivision regulations
- Sign codes
- Landscaping regulations
- Conservation subdivision design regulations
- Hazard mitigation plans
- Comprehensive plans
- Neighborhood plans
- Recreation and park plans
- Community surveys
- Environmental reviews
- Zoning code administration
- General municipal consulting

Tim Schwecke formed Civi Tek Consulting in 2003 after having worked for local government and consulting firms in Wisconsin and Florida. As a consultant, Tim has worked with large and mid-sized communities and rural towns on a wide variety of projects but specializes in land use regulations.

Tim authored an article for American Planning Association's Planning Magazine (February 2020) that presents a framework that local planning offices can use to put their residents front and center in everything they do.

In addition, Tim is the founder of Civic Webware, a technology firm that works at the intersection of innovative technology and community planning to help communities become Smart + Connected.

Civic Webware's flagship product, ZoningHub, is an online service that municipalities can use to post their land development codes and related materials online in a new map-based platform that is both user-friendly and fun to use.



GRAEF

Since its inception in 1961, GRAEF ([website](#)) has grown from a small individual partnership to a prominent, multi-disciplinary international firm. GRAEF has a team of nearly 300 employees spread across ten offices in the Midwest, Florida, and Turks and Caicos.

Over 63+ years, GRAEF's unwavering dedication to excellence has been fueled by core values such as integrity, quality, and a steadfast commitment to exceptional customer service. These principles form the bedrock of GRAEF's operations, ensuring that clients receive the highest level of satisfaction and a seamless experience.

GRAEF has remained at the forefront of the industry, consistently adapting to emerging trends and embracing advancements, and is proud to be a reliable partner for clients seeking top-tier services and unmatched expertise.

There is a team of seven planners at GRAEF that have vast municipal planning experience across the Midwest. Beyond our experienced planning team, we offer a broad range of engineering, landscape, architectural, GIS, legal, and environmental services that can often fill the gap when special questions arise relating to different aspects of the zoning ordinance.

Craig Huebner, AICP, will be the lead planner at GRAEF. He works on a complimentary mix of projects including zoning code rewrite projects, comprehensive planning, neighborhood master planning, commercial redevelopment, streetscape corridor planning/design, urban design, park and open space planning, and design guidelines.

He is the project manager for the zoning code projects for the City of Janesville and City of Port Washington.

2. Project Understanding

The Village's current zoning code is outdated and does not always reflect best zoning and planning practices. Most importantly, the code does not fully implement the goals and objectives in the Village's Comprehensive Plan (2017).

Some parts of the existing zoning code will be carried forward into the new code, while other parts will be substantially revised. Entirely new sections will be added as well.

When completed, the new zoning code will look and feel different. It will be more user-friendly. It will be integrated into other land-use regulations and be internally consistent, with no overlapping or contradictory provisions.

The primary objectives for the project are as follows:

- The new zoning ordinance will be simpler and more user friendly than the current ordinance. It will include charts, diagrams, tables, and other graphics where appropriate.
- The new ordinance will maintain consistency across all districts. Where applicable, lists of allowed uses will be broad based and adaptable to changing economic environments.
- The new ordinance will legalize traditional development patterns that are present in the Village's older neighborhoods and provide flexibility to allow those neighborhoods to maintain their character and to redevelop.
- The new ordinance should have a hybrid format, including some elements of a traditional Euclidean framework, particularly in existing neighborhoods which developed under that framework, along with some elements of Form Based or other innovative systems such as middle housing, affordable rental and homeowner units, adaptive reuse, and accessory dwelling units.
- The new ordinance will provide for means to require Traffic Impact Analysis from a developer and set qualifying standards for such analysis.
- The new ordinance will give consideration towards regulation of special land uses including items such as antenna and other telecommunication facilities, publicly accessible electric vehicle charging stations, Payday lenders, Adult Family Homes, Community Living Arrangements, Foster Homes, home occupations, solar and wind energy systems, and adult uses.
- The new ordinance will provide for updates to the existing sign code and incorporate "content neutral" regulations.
- The new ordinance will establish parameters for review and issuance of Conditional Uses.
- The new ordinance will update and codify the Plan Commission's building and site design policies and ensure that the design review process is as simple and predictable as possible. This includes landscaping, outdoor lighting, building design/material, and site improvement requirements.
- The new ordinance will shift the focus away from density maximums to permitted housing types in the residential and any mixed-use zoning districts.

Our overall approach is intended to create a zoning code that enjoys broad public support.

- The new ordinance should also create a framework to reduce the need to use Planned Unit Development ordinances for mixed use, commercial/industrial, and residential housing developments.
- The new ordinance will improve the review procedures to shorten review times while achieving the overall intent of the zoning code.
- The new ordinance will incorporate the Village's Comprehensive Plan and will account for changes to the Land Use Plan. It will also incorporate recommendations from other planning documents, such as the Village of Jackson Zoning Code Audit Report, the Washington County Next Generation Housing Initiative, and the Village of Jackson Wastewater Treatment Facility Facilities Planning Document.

3. Proposed Approach

Drafting Principles

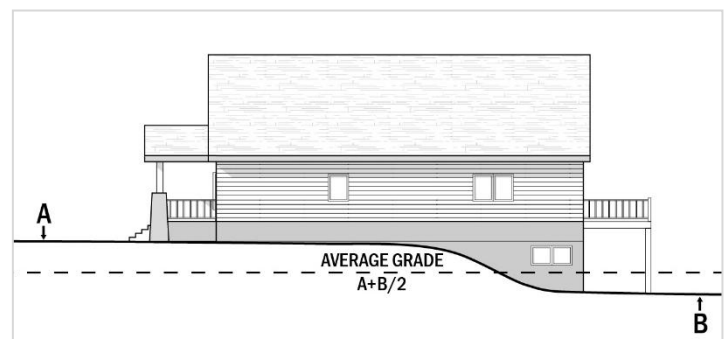
While drafting land-use regulations seems fairly straightforward, the result can be less than satisfying if not done well. We will use the following principles in drafting the zoning code:

- Divide the code into logical parts
- Include legislative findings – also called findings of fact
- Include purpose statements to define what the code is intended to accomplish
- Devise a simple scheme for numbering sections
- Use descriptive section headings
- Keep each of the sections short by covering only one topic
- Write simply and clearly
- Use tables and charts
- Incorporate pictures and graphics
- Eliminate inconsistencies and duplicative language
- Develop clear definitions
- Craft the code so subsequent amendments can be easily incorporated
- Eliminate legalese and vague language
- Focus on details in the context of the larger picture
- Differentiate between legislative, quasi-judicial, and administrative decisions
- Establish step-by-step procedures for each of the development review processes
- Include examples where a formula is used
- Keep the code simple – but effective

Our overall approach is intended to create land-use regulations that enjoy broad public support.

Graphics and Illustrations

In addition to using stock illustrations in our image library, we will create custom graphics for the zoning code as needed. Below are some samples.





Public Participation

Although the importance of public participation is generally understood, it takes experience and sensitivity to local conditions to really do it well and in a cost-effective manner. A successful public participation effort is necessary to garner public support for a project, especially land-use regulations.

Public participation is about connecting with people.

Near the end of this project, the Village Board will need to decide whether or not the proposed zoning code is in the public interest. We want to make it as easy as possible to cast an affirmative vote in favor of adoption. For that to happen, they need to feel confident that all the voices have been heard and considered, and that the regulations strike an appropriate balance between potentially competing interests.

As discussed in the scope of services in more detail, a number of tools will be used to first of all gather input and then secondly to share information with Village residents. They include the following:

- Stakeholder listening sessions
- Scoping workshop
- Community open house
- Project website (Village hosted or a dedicated site)
- Online polling

Village Staff Involvement

Collin Johnson, Director of Inspections & Zoning, will serve as the Project Manager for the Village. Although the final list of responsibilities will be negotiated through the contract process, staff could assist with the following tasks:

- Provide background information and documents as may be required
- Offer continuous feedback to the project team
- Review and submit comments on various drafts
- Participate in working sessions with the project team
- Provide notices and secure venues for public meetings
- Serve as a liaison between the public and consultant

Communication between the project team and Village staff will be critical. During the project, we will be in constant contact to document our progress and accomplishments and to discuss unresolved issues, upcoming milestones, and logistics for completing the project on time.

The unique characteristics created by the Village's long history and the resulting wide range of land uses as well as current land demand will be important to consider in the creation of an effective zoning code.

4. Scope of Services and Deliverables

We have developed a proposed scope of services as outlined below for your consideration and would welcome the opportunity to meet with you and further refine it to fully meet your needs.

Task 1 – Public Participation Plan

We will develop a public participation plan that describes the ways in which the public and others will be involved in the preparation, review, and adoption of the zoning ordinance. This plan needs to be realistic and solicit public input in cost-effective and meaningful ways.

Our approach fosters a positive environment for:

- sharing,
- learning,
- creating,
- problem solving, and
- decision-making.

Task 2 – Project Orientation and Kick-off Meeting

At the onset of the project, we will conduct an orientation and kick-off meeting with Village staff, the Plan Commission, and others. Our intent is to confirm the goals of the project, review the timeline for the project, and to identify specific issues the project will need to address.

In addition, the recommended public participation plan will be reviewed. The plan may be approved by the Plan Commission and/or Village Board.

Task 3 – Continuing Coordination. We will maintain constant contact with Village staff and others throughout the process to ensure the project is moving forward consistent with the adopted timeline and resolve any issues that arise during the project. We will provide regular updates and maintain regular contact.

Task 4 – Issue Identification (Project Scoping)

In this task, we will actively solicit input from a wide variety of people and groups regarding current zoning code requirements, administration procedures, zoning code deficiencies, suggested changes and implementation procedures.

4.1 – Stakeholder Listening Sessions. We will conduct confidential listening sessions with key stakeholders, which could include elected and appointed officials, department staff, and representatives of civic organizations, the local chamber of commerce, business groups, neighborhood groups, and the like. We will work with you to identify a list of potential participants. Up to 8 sessions are anticipated.

4.2 – Scoping Session with Village staff. In this subtask, we will meet with Village staff to identify issues and concerns they may have regarding the code rewrite.



4.3 – General Scoping Session. The consultant team will conduct a workshop for the Plan Commission, and other invited participants to identify issues the new zoning code should address in new or different ways. The purpose of this exercise is to develop a consensus on what needs to be addressed in the rewrite and sufficient direction to begin drafting the zoning ordinance.

Task 5 – Background Analysis/Evaluation

5.1 – Review of Comprehensive Plan and other Plans. We will review the Village's adopted comprehensive plan (2017) to determine the extent to which the current zoning code conforms to the Village's plan and analyze and document where it does not conform. Part of this analysis will include the review of the Village's current zoning map to identify areas where there is an inconsistency between the zoning district designation and the desired future land use as recommended in the plans.

5.2 – Review of other Village Regulations. We will review other Village regulations, in particular Chapters 8, 16, 26, and 38 of the municipal code, to identify potential inconsistencies and gaps. The overall intent is to ensure consistency and integration. Recommendations will be provided to address any deficiencies identified in this step. This subtask is limited to 6 hours.

5.3 – Review Land Use Decisions Made Under the Existing Code. We will work with Village staff to review a number of recent development projects that were relatively controversial, did not proceed efficiently through the development review process, faced a legal challenge or threats of a legal challenge, or resulted in an undesirable end product. The intent of this task is to identify areas where the current zoning code functions well and where the new code needs to do things differently.

5.4 – Review of 2024 Code Audit. We will use the 2024 Code Audit as a starting point for reworking the Village's new zoning code.

Task 6 – Preliminary Discussion Draft (Draft 1)

We will prepare a discussion draft of the zoning code. The new zoning code will be organized into logical topics, which will help create a user-friendly code. The code will include extensive use of graphics, tables, flow charts, matrices, and other methods for facilitating easy use and understanding of the zoning code.



The discussion draft will be presented in distinct modules that will permit easy review. It is anticipated that the review will involve 6 meetings with staff (virtual and/or in person) and 4 with the Plan Commission.

Task 7 – Stress Testing

The consultant will work with staff to test the draft on existing properties, likely development scenarios, and common code enforcement situations in the Village of Jackson to anticipate and correct for unintended problems.

This work will involve up to 5 different scenarios and one working-style meeting with Village staff.

Task 8 – Final Discussion Draft (Draft 2)

Based on input received from Village staff and the Plan Commission, a final draft of the zoning code will be prepared. This draft will be widely distributed to the public for review and comment. Various public meetings will be held to solicit input from the general public, stakeholders, and others.

It is anticipated there will be 2 meetings with the Plan Commission to review the final draft.

Task 9 – Online Survey

The consultant team will develop an interactive survey to gather resident feedback on key changes proposed for the Village's zoning code. The results will be compiled and shared with the Plan Commission and others.



Task 10 – Open House

An open house will be held to create an informal setting for residents and others to learn more about the zoning code and to offer their suggestions and comments. Poster sessions will be used to describe the code and what it is intended to accomplish. A formal presentation may be given to highlight the key aspects of the proposed code. Comments collected from this session will be organized and submitted to the Plan Commission for review and consideration.

At this point, we would suggest that the open house be held on a weekday from late afternoon into the evening hours to fit the schedule of more residents. Residents tend to like this format because they are able to focus on those areas that interest them and have their questions answered quickly and efficiently.



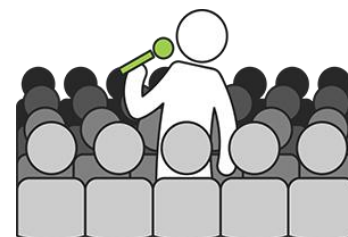
Task 11 – Public Hearing Draft (Draft 3)

In this step, we will prepare a public hearing draft zoning code and map based on input from the previous steps. In addition, we will prepare an executive summary explaining the public hearing draft and map and changes from the discussion draft and map. The executive summary will be distributed to the general public and the media prior to the public hearing.

If needed, one meeting with the Plan Commission is anticipated. It is anticipated that the final set of revisions to the proposed code will be limited to 18 hours.

Task 12 – Public Hearing

The consultant team will attend the public hearing at which time the public hearing draft of the proposed zoning code and map will be presented and public input accepted. We will give a presentation regarding the project, explain the proposal, and respond to questions.



One meeting is anticipated.

Task 13 – Code Adoption

Civi Tek will attend a Village Board meeting to present the consensus zoning code and map, as recommended by the Plan Commission.

Task 14 – Ongoing Consultation

The consultant team will provide support for a 12-month period following the adoption of the zoning code. This task is limited to 15 hours.

Task 15 – Project Website (Village Hosted or Dedicated Site)

The consultant team can either provide Village staff with project-related content and materials for posting on the Village's website, or we can create a dedicated project website and maintain the content for the duration of the project.

We have successfully used both. The Port Washington Zoning Code Rewrite Project is an example of a Village-hosted webpage, and the City of Janesville has a dedicated project website. Links are below.

<https://www.portwashingtonwi.gov/departments/planning-and-development/downtown-parking-initiative/city-of-port-washington-zoning-code-rewrite-project>

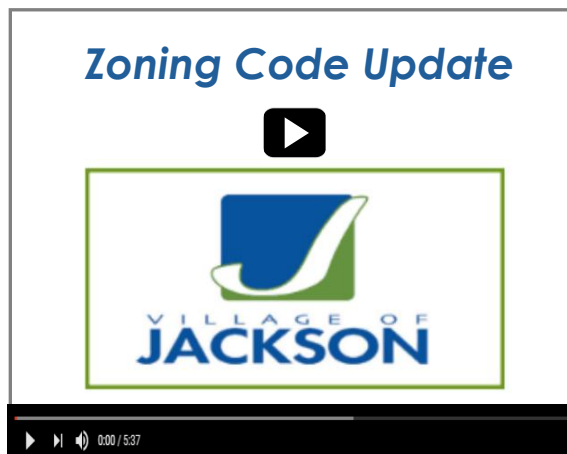
<https://graef-usa.mysocialpinpoint.com/janesvillezoning>

Task 16 - Project Kickoff Video (optional)

As an optional service, the consultant team can produce a short video to introduce the public to the project. It will be narrated by a Village official and can be posted on the project website and shared via the Village's social media and other channels.

While we will work with you to craft the message, key points include major objectives of the rewrite, the timeline, and ways in which the public can become involved and more informed.

By way of example, please view the short video we produced for Port Washington's current code rewrite project.



<https://vimeo.com/938833074>

Task 17 – Interactive Code with ZoningHub (optional)

To truly maximize the impact of the Village's significant investment in a new zoning code, we offer an optional service to create a one-stop online portal for the Village's zoning regulations using ZoningHub—at no up-front cost.

ZoningHub is a web-based service that seamlessly merges the zoning map, key parts of the text, and administrative functions to create an exceptional end-to-end solution.

The interactive zoning map is especially powerful. It allows a person to quickly find zoning details at the parcel level with a few clicks. It shows what land uses are allowed in each of the zoning districts along with the applicable dimensional standards, and also what procedures are needed to move ahead with a project.

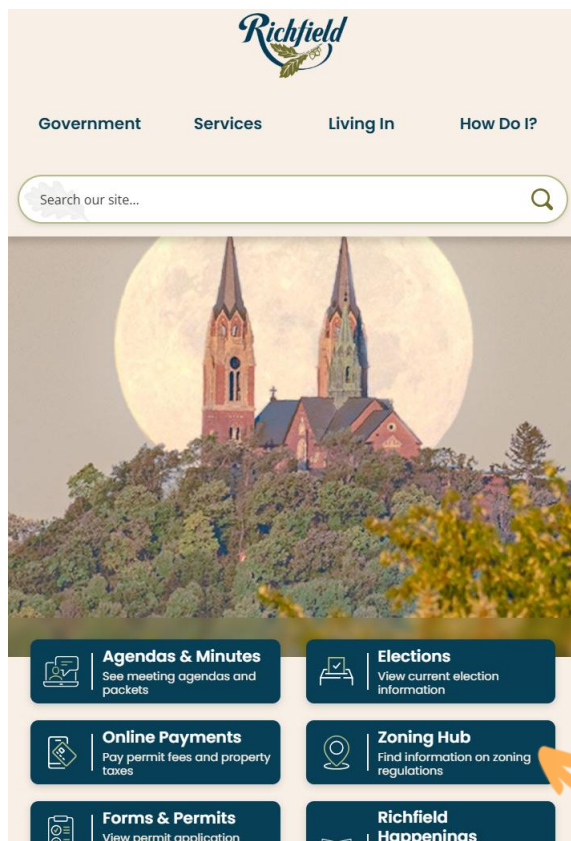
Given the amount of time and money the Village will spend on a new zoning code, it doesn't make a lot of sense to simply put it online in the usual way.

Why not make it interactive and fun to use? It will soon become the go-to place for property owners, realtors, builders, local officials, and others to find the information they need.

ZoningHub
zoning made simple

More than 100 communities across the U.S. use the ZoningHub platform, ranging from small towns with 3,200 residents to large cities with more than 320,000 residents.

Close to home, the Village of Richfield and the City of Hartford leverage the power of ZoningHub.



villageofrichfield.zoninghub.com

5. Proposed Timeline

Before taking on additional work, we evaluate our current workload to ensure that we are able to provide the highest quality service to our current clients and meet the demands of a new project.

Given our current workload and staffing levels, we will be able to complete the project in 14 months. If the Village determines additional time is needed, we can adjust the timeline accordingly.

Key Tasks	Month														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15-26
1. Public Participation Plan	■														
2. Project Orientation and Kick-off Meeting	■														
3. Continuing Coordination	■	■	■	■	■	■	■	■	■	■	■	■	■	■	
4. Issue Identification (Project Scoping)	■	■													
5. Background Analysis/Evaluation	■	■	■												
6. Preliminary Discussion Draft (Draft 1)	■	■	■	■	■	■	■	■							
7. Stress Testing								■	■						
8. Final Discussion Draft (Draft 2)									■	■					
9. Online Survey											■				
10. Open House												■			
11. Public Hearing Draft (Draft 3)													■		
12. Public Hearing														■	
13. Code Adoption														■	
14. Ongoing Consultation (12 Months)															■
15. Project Website (Village Hosted or Dedicated Site)	■	■	■	■	■	■	■	■	■	■	■	■	■	■	
16. Project Kickoff Video (optional)	■	■													
17. Interactive Code with ZoningHub (optional)														■	

6. Recent Projects

City of Janesville, City of Port Washington, City of Manitowoc

Currently working with GRAEF (Milwaukee office) on three major code rewrites. Each of these are in progress.

City of Hartford Zoning Code and Sign Code Rewrite (2025) (Subconsultant with GRAEF)

Jacob Mass, City Planner/Director of Community Development
City of Hartford
109 North Main Street
Hartford, WI 53027
262-673-8265
jmaas@hartford.wi.gov

Town of West Bend Zoning Code Amendments (2024)

Troy Zagel, Town Chairman
Town of West Bend
6355 County Road Z
West Bend, WI 53095
414-531-7391
chairperson@townofwestbend.com, troyzagel@gmail.com

Village of Richfield Zoning Code Rewrite (2022)

Jim Healy, Village Administrator
Village of Richfield
4128 Hubertus Road
Hubertus, WI 53033
262-628-2260
administrator@richfieldwi.gov

Outagamie County Zoning Code Audit (2023)

Sadie DiNatale Burda, Principal Planner
Outagamie County Development and Land Services
20 S Walnut Street
Appleton WI 54911
920-832-7821
Sadie.Dinataleburda@outagamie.org

Village of Mukwonago Zoning Code and Sign Code Rewrite (in progress)

Diana Dykstra, Village Clerk
Village of Mukwonago
440 River Crest Ct
Mukwonago, WI 53149
262-363-6420
ddykstra@villageofmukwonago.gov

City of Manitowoc Sign Code Rewrite (2021)

Adam Tegen, Community Development Director
City of Manitowoc
900 Quay Street
Manitowoc, WI 54220
920-686-6930
ategen@manitowoc.org

Town of Mukwonago (Waukesha County) Zoning Code Update Project (2020)

Kathy Karalewitz, Town Administrator
Town of Mukwonago
W320 S8315 Beulah Road
Mukwonago, WI 53149
262.363.4555
kkaralewitz@townofmukwonago.us



Zoning Ordinance Updates & Development Standards (GRAEF)

- City of Hartford (with Civi Tek)
- Park East Land Development Code
- Madison Old University Ave
- City of Oak Creek Drexel and PD Zoning
- City of Port Washington Zoning Rewrite* (with Civi Tek)
- City of Manitowoc Zoning Rewrite* (with Civi Tek)
- City of Janesville Zoning Rewrite* (with Civi Tek)



Zoning Ordinance Updates (Civi Tek)

- Town of West Bend
- City of Bayfield*
- Village of Richfield
- Town of Mukwonago
- Village of Mukwonago*
- City of Wisconsin Rapids
- Town of Eagle
- City of Washburn
- Village of Sturtevant
- Winnebago County
- City of Wisconsin Dells



Specialized Codes (GRAEF)

- City of Kenosha
- City of South Milwaukee
- Village of Whitefish Bay



Specialized Codes (Civi Tek)

- City of Manitowoc Sign Code
- Village of Mukwonago Sign Code
- City of Wisconsin Rapids Sign Code



Zoning Code Audits (GRAEF)

- Village of Bristol
- City of Cudahy



Zoning Code Audits (Civi Tek)

- Village of Jackson
- Outagamie County

(*) = ongoing

7. Budget Proposal

We will complete the base tasks identified in the scope of work for a total fixed fee amount of \$65,900. Optional tasks are included for your consideration.

While there is no upfront cost to build a ZoningHub site for the new zoning code, there is an annual subscription fee of \$1,680, with an additional \$900 per year for the optional Permitting Module. These costs include website hosting through Amazon Web Services (AWS), as well as site maintenance, security, regular backups, future site enhancements, and ongoing support from a dedicated account manager.

We welcome the opportunity to meet with you to refine the scope of services and the corresponding budget.

Task	Cost Proposal
1. Public Participation Plan	\$300
2. Project Orientation and Kick-off Meeting	\$1,100
3. Continuing Coordination	\$2,000
4. Issue Identification (Project Scoping)	\$2,400
5. Background Analysis/Evaluation	\$3,800
6. Preliminary Discussion Draft (Draft 1)	\$34,000
7. Stress Testing	\$2,300
8. Final Discussion Draft (Draft 2)	\$8,000
9. Online Survey	\$1,300
10. Open House	\$2,900
11. Public Hearing Draft (Draft 3)	\$2,600
12. Public Hearing	\$1,300
13. Code Adoption	\$600
14. Ongoing Consultation	\$2,500
15. Project Website - Dedicated Site (optional)	\$2,400
Project Website - Village Hosted	\$800
16. Project Kickoff Video (optional)	\$1,800
17. Interactive Code with ZoningHub (optional)	No Cost
Base Cost (without optional tasks)	\$65,900

8. Resumes

Professional Resume

TIMOTHY SCHWECKE

PROFESSIONAL EXPERIENCE

CiviTek Consulting (2003-Present)

Lake Mills, Wisconsin

ZoningHub (2017-Present)

Lake Mills, Wisconsin

Vierbicher Associates, Inc.

Madison, Wisconsin

Senior Planner (2002-2003)

Mid-America Planning Services

Madison, Wisconsin

Project Planner (2000-2002)

Ravalli County, Montana

Hamilton, Montana

Director of Planning (1991-2000)

Prosser, Hallock & Kristoff

Jacksonville, Florida

Project Planner (1989-1991)

EDUCATION

University of Wisconsin-Madison

M.S., Urban and Regional Planning (1989)

University of Montana

B.S., Recreation Resources Management (1986)

PROFESSIONAL AFFILIATIONS

- American Planning Association
- Wisconsin Chapter of the American Planning Association

PUBLISHED WORK

"User-Centered Planning" February 2020, Planning magazine
(American Planning Association)

PRESENTATIONS

- APA National Planning Conference – 2024
- Illinois APA Chapter Conference – 2021
- North Carolina APA Chapter Conference – 2021
- Pennsylvania APA Chapter Conference – 2021
- Southern New England APA Conference (SNEAPA) – 2020
- Upstate New York APA Chapter Conference – 2020
- Cross-Chapter Collaborative Conference (AR, KS, LA, NM, OK, TX) – 2020
- Pennsylvania APA Chapter Conference – 2018

PROJECT EXPERIENCE

LAND USE REGULATIONS

- Zoning Code Rewrite, City of Janesville (In progress) Subconsultant
- Zoning Code Rewrite, City of Port Washington (In progress) Subconsultant
- Zoning Code Rewrite, City of Manitowoc (In progress) Subconsultant
- Zoning Code Rewrite, City of Hartford (2025) Subconsultant
- Zoning Code Rewrite, City of Bayfield (Adoption anticipated in Q3 2025)
- Sign Code and Zoning Code, Village of Mukwonago (Adoption anticipated in Q2 2025)
- Subdivision and Zoning Code Audit, Outagamie County (2024)
- Zoning Code Audit, Village of Jackson (2023)
- Zoning Code Rewrite, Village of Richfield (2022)
- Sign Code Rewrite, Manitowoc (2021)
- Zoning Code Rewrite, Town of Mukwonago (2020)
- Sign Code Rewrite, Wisconsin Rapids (2019)
- Zoning Code Rewrite, Wisconsin Rapids (2018)
- Zoning Code Rewrite, Town of Eagle (2017)
- Zoning Code Rewrite Project, City of Washburn (2017)
- Zoning Code Rewrite Project, Winnebago County (2011)
- Zoning Code Rewrite, Wisconsin Dells (2007)
- Unified Land Development Code, Great Falls, MT (2003)

ZONING CODE ADMINISTRATION AND PLANNING SERVICES

- Town of West Bend (Since 2022)
- Village of Jackson (Since 2021)
- Village of Mukwonago (Interim Planner in 2020 and also 2022)
- Village of East Troy (2013-2024)
- Village of North Prairie (2012-2024)
- Town of Eagle (Waukesha County) (2010-2024)
- Village of Richfield (2009-2024)
- Town of Mukwonago (Waukesha County) (2007-2024)
- City of Evansville (2005-2007)



Craig Huebner, AICP

LEAD PLANNER

Craig is a Senior Planner for GRAEF. Craig's academic background is in both architecture and urban planning, and he has several years of experience working in both fields. His work experience includes comprehensive planning, neighborhood master planning, commercial redevelopment, streetscape corridor planning/design, urban design, park and open space planning, and design guidelines. In addition, Craig has extensive experience in the creation of innovative public participation plans for a variety of planning projects.

EDUCATION

B.S., Architectural Studies, University of Wisconsin-Milwaukee, Milwaukee, WI

Master of Architecture; Master of Urban Planning, University of Wisconsin-Milwaukee, Milwaukee WI

REGISTRATION

American Planning Association (APA) – WI

CERTIFICATIONS

American Institute of Certified Planners (AICP)

PROJECT EXPERIENCE

Urban Design & Property Development

Craig leads urban design strategies throughout the firm's work. His focus exemplifies coordination between the multiple disciplines that make visions into realities. At GRAEF he combines his urban design concepts with technical needs through his clear coordination with civil engineering, landscape architecture, architecture, transportation and traffic engineering, and environmental planning. Craig's experience in urban design includes developing design strategies for a variety of commercial corridors and specific properties as well as corresponding design guidelines.

Municipal Planning

Craig has extensive experience acting as an extension of municipal staff in the role of ongoing planning consultant in over a dozen communities across Wisconsin. In this role, Craig analyzes existing land use and zoning codes and policies, understands and interprets municipal master plans and ordinances, prepares staff reports for private sector development approval procedures, assists in economic development tasks (TIF analysis, grant assistance, etc.), and leads special planning projects (master plans, design guidelines, incentive programs, ordinance amendments, site planning/design, etc.). Craig's experience in different municipalities allows him to share best practices found in other communities for current projects.

Mapping & Design Visualizations

Craig uses a number of mapping resources to communicate data effectively in the form of maps, infographics, diagrams, and 3-dimensional visualizations. Using his technical abilities, he is able to clearly communicate a broad range of information with data-driven maps, including: site conditions, existing and future property information, and conceptual development plans. In addition to mapping, Craig has experience in creating effective 3-d models, rendered plans and perspective drawings of conceptual development designs.



MEMO

TO: Brian Heckendorf, Village President; Budget and Finance Committee

FROM: Jen Heidtke, Village Administrator; Darlene Smith, Village Treasurer

CC: Ehlers Financial Advisors Brian Roemer and Ariana Schmidt

RE: Discussion of Schedule for FMP Update and Preparing the 2026 Village Budget

DATE: May 29, 2025

Background

Staff are recommending the following schedule which captures review of the 2024 audit, 2025 Conventional Rate Case, an update to the 5-Year Financial Management Plan (FMP) with Ehlers Financial Advisors, and Staff preparation of an annual budget.

1. June 10, 2025 – Village Board Meeting at 7 PM to include Draft Capital Projects.
2. July 8, 2025 – Village Board Meeting at 7 PM to include a presentation by Ehlers to review the Conventional Rate Case work and a presentation by Lucida to review 2024 Draft Audit of the Financial Statements.
3. August 12, 2025 – Joint Review Board Meeting at 6:15 PM for Annual Meeting.
4. August 12, 2025 – Village Board Meeting at 7 PM to include a Presentation of Draft 2026 Budget and Draft Financial Management Plan. It should be noted the State of Wisconsin releases reports needed for a final budget such as the Statement of Assessment (SOA), Net New Construction (NNC), and 2025 Shared Revenue Estimates, generally in September and October. Once these reports are available, Staff and the Board may need to convene a second budget workshop to manage any meaningful discrepancies in financial forecasting.
5. October 14, 2025 – Hotel/Motel Committee Annual Meeting at 6:15 PM.
6. October 14, 2025 – Village Board Meeting at 7 PM to include a final budget review, review of final FMP report, and direction to Staff to publish a budget hearing notice for November 11th Village Board meeting.
7. November 11, 2025 – Village Board Meeting at 7 PM to include a proposed budget public hearing and consider Resolutions adopting the proposed budgets.

Potential Motion:

Discussion only with the Budget and Finance Committee and the Village Board.



Taking the lead in Washington County.

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: June 10, 2025

Agenda Item: # 9.a

To: Brian Heckendorf, Village President
Jen Heidtke, Village Administrator
Village Board

From: Collin Johnson, Director of Inspections/Zoning

Subject: Conditional Use and Site Plan Review - N170 W21750 Rosewood Lane – Dittmar Realty, Inc.

Description / Background and Analysis:

Dittmar Realty, Inc. is seeking Conditional Use and Site Plan approval for the property addressed as N170 W21750 Rosewood Lane. The property is located on Hasmer Lake at the east end of Rosewood Lane in the Village of Jackson. The developer is proposing to construct a roughly 12,300 sf. townhome-style building consisting of six single-family dwelling units. Each unit will have approximately 1,364 sf. of primary living space contained within the main and second floors. A lower-level, walk-out-style basement will have roughly 528 sf. of finished space and 154 sf. of unfinished space. The parcel is served by Village sewer and water utilities.

Each unit will have a single-car garage with one additional tandem-style parking space. Eight additional on-site parking spaces will also be provided, including one ADA-approved parking space. The proposed parking complies with Village Ordinance Section 48-177.

Refuse collection will consist of individual garbage and recycling containers which will be stored inside the garages of each unit.

Landscaping is consistent with nearby developments and includes foundation plantings around the building and accent plantings including trees and shrubs throughout the yard area.

Comprehensive Plan and Zoning Impacts:

The property is designated Multi-Family/High Density Urban Residential under the Village Comprehensive Plan and is dual-zoned as R-8 Multi-Family Residential.

Site Plan:

See attached location map and draft Certified Survey Map.

Review Procedures:

The Plan Commission is advisory, and the Village Board makes the final decision.

Signage:

N/A

Additional Staff Comments:

Building Inspection/Zoning

Staff recommends approval of the Conditional Use Permit and Site Plan as presented.



Taking the lead in Washington County.

Notice Requirements:

- Posting on the agenda
- Notification of all contiguous property owners
- Class II Legal Notice prior to Public Hearing

Potential Action:

Motion to recommend the Village Board approve the Conditional Use Request and Site Plan for N170 W21750 Rosewood Lane.

Attachments:

1. PC Application
2. Location Map
3. Floor Plan
4. Elevations
5. Site Plan
6. Landscape plan

Village of Jackson
PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

- ☐ COMMERCIAL ☐ INDUSTRIAL ☐ RESIDENTIAL ☐ OTHER _____
- ☐ CONDITIONAL USE ☐ PLANNED UNIT DEVELOPMENT ☐ CERTIFIED SURVEY MAP
- ☐ New ☐ New ☐ CONCEPT PLAN
- ☐ Amendment ☐ Amendment ☐ COMP. PLAN AMENDMENT
- ☐ Special Use ☐ Special Use ☐ OTHER _____
- (For existing Cond. Use ONLY) (For existing PUD ONLY)

Property Address: Rosewood Lane Unit: Jackson, WI

Parcel #: Lot 1 Lot Size: 45,210 sq. ft. Building Area: sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☐ PUD ☐ Other R-8 Floodplain: Y / N

APPLICANT INFORMATION

Name(s): Dittmar Realty, Inc

Mailing Address: PO Box 99, Menomonee Falls State WI Zip 53052

Office: () Cell: () Fax: ()

Email: _____

BUSINESS INFORMATION (If New Business)

Legal Business Name: _____

D/B/A: FEIN #: -

Mailing Address: State Zip

Office: () Cell: () Fax: ()

Email: _____

Website: _____

PROPERTY OWNER INFORMATION

Name(s): Dittmar Properties, LLC

Address: N81 W15111 Appleton Ave, Menomonee Falls State WI Zip 53051

Office: (262) 251-5800 Cell: (414) 870-5819 Fax: ()

Email: cdunn@drilots.com

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: R.A. Smith, Inc.

Primary Contact: John Casucci

Address: 16745 W Bluemound Rd, Brookfield State WI Zip 53005

Office: (262) 781-1000 Cell: () Fax: ()

Email: john.Casucci@rasmith.com

Please provide as much detailed information as possible. (Add additional pages if needed.)

Briefly explain what you are requesting to be reviewed and/or approved: Architectural Approval

Provide a brief overview of proposed use(s) of entire property and/or lease space: Construct a 6 family apartment complex.

Hours of Operation: 24/7

Provide a brief overview of proposed daily on-site operations: No onsite office.

Describe any potential environmental impacts from the proposed use including but not limited to exterior storage, noise, smoke, dust, odors, hazardous materials, vibration, horns, speakers, vehicles and equipment operation and exterior generators, HVAC, or other stationary mechanical equipment, etc.: _____

Describe all businesses, properties and other entities located adjacent to the proposed use: mobile home park to the east, single family to the west, multi-family to the north.

Describe any proposed, development, on-site improvements, or other construction/remodeling activities: _____
Construct one building consisting 2 bedroom units, 6 total.

Describe any proposed grading, and/or stormwater management plan: Construction plans to be submitted to the Village for approval.

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: _____
Landscape plan included

Describe any proposed on-site security measures including site lighting: Wall pack building lights to light the parking area.
Strret lights already exisit on Rosewood Lane

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): _____
building will be sprinklered

Describe the projected traffic circulation and impacts: very minimal only 6 apartment homes

List all setbacks from rights-of-way and property lines and height limitations: _____

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: _____

Does this project require other Jurisdictional Approvals from other Governmental or Regulatory entities?
☐ No ☐ Yes If yes, explain: _____

Describe any proposed signage including type, size, and location: _____

If construction is proposed, describe proposed exterior building materials (type, color, etc.): _____
color rendering attached.

Describe any site-specific features/constraints, etc.: _____

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____
We have 3 parking spots for each unit. One in the garage, one outside the garage and one additional in the parking lot.

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): _____
Will have arbor vitae as a screen in the parking lot to block car lights to adjacent property.

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____
We will contract with GFL to remove trash and recycling. We will use bins as we do at Lake Terrace and Green Valley.

Projected Sewer/Wastewater Usage: _____ gal/year

Projected Water Usage: _____ gal/year

ACKNOWLEDGEMENT & SIGNATURES

I/We hereby certify that I/We have reviewed the above Village of Jackson Plan Commission application and requirements, and hereby certify that the above information, attachments, and exhibits are complete, true and correct. I/We further understand that any missing or incomplete information may result in a delay of the review of this application. The Village reserves the right to request additional information as deemed necessary.

You MUST sign and date this Application!

Applicant Name (Print): Carla J Dunn

Applicant Signature: [Signature]

Co-Applicant Name (Print): _____

CO-Applicant Signature: _____

Date of Application: 4-21-25

SUBMIT TO: Village of Jackson – Building Inspection Dept.
W194 N16660 Eagle Drive
Jackson, WI 53037

PAYMENT INFO: Payment is required at the time of submittal.
Cash, Checks, or Credit Cards are accepted (fees apply)
(Make checks payable to Village of Jackson)

QUESTIONS?

Zoning Director: For questions concerning application submittal, zoning, or technical questions.
Phone: (262) 677-9696 x810
Email: collin.johnson@villageofjacksonwi.gov

TERMS OF THIS PERMIT

1. This permit shall become effective upon Village approval and where required, the execution and recording by the owners of the premises of an acceptance hereof in such form as to constitute an effective covenant running with the land.
2. The permit shall be void unless: (a) pursuant to the Building and Zoning Codes of the Village, the approved use is commenced or (b) the building permit is obtained within 12 months of the date of Village Board approval.
3. This approval is subject to amendment and termination in accordance with the provisions of the Zoning Code of the Village of Jackson.
4. Construction and operation of this permit shall be in strict conformity to the approved building, site, and operational plans which were filed in connection with the application for this approval (as attached and/or referenced).
5. Any of the conditions of this permit which would normally be the responsibility of the tenants of the premises, shall be made a part of their lease by the owner.

VILLAGE APPROVAL:

☐ TEMPORARY Expiration Date: _____, 20____

Plan Commission Approval: Meeting Date: _____, 20____

Village Board Approval: Meeting Date: _____, 20____

In-House Approval (O-T-C): Date: _____, 20____

Approved by: Village Administrator

Conditions and Duration of Approval:

Depending on the request, approvals shall generally be continual or temporary in nature. ALL approvals are subject to the Conditions of Approval outlined below. All conditional or special uses/approvals shall, upon complaint, be subject to review, amendment, or revocation by the Village. Where temporary approvals are issued, such approvals shall be subject to the time limitations specified.

Conditions of Approval: _____

APPLICATION DENIED: Date: _____, 20____

Staff Initials: _____

Reason for Denial: _____

FOR OFFICE USE ONLY
Acct. #: 100-00-45730-000-00

Date Received: 4-25-25

Amount: \$ 17500

Payment Type: CH / CC / CASH

Check/Rcpt. #: 030733

Received By: [Signature]

VILLAGE OF JACKSON

N168W19851 MAIN ST
JACKSON, WI 53037

Receipt Nbr: 297291
Date: 4/25/2025
Check

RECEIVED FROM DITTMAR REALTY \$175.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	PLANNING / ZONING FEES	175.00
	COND USE ROSEWOOD/DITTMAR	
TOTAL RECEIVED		175.00

Receipt Memo: COND USE ROSEWOOD LN/CK#030733

Rosewood Lane



3/10/2025, 8:41:58 AM

- Current Parcel

Override 1

Address Point

Lot Number

Certified Survey Number

Leader Lines
- Parcel Taxkey & Acreage

PLSS Section

PLSS Quarter

Lot

Plat

Certified Survey Map
- Right-of-Way

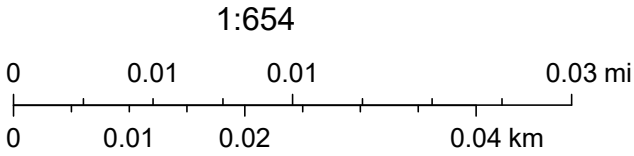
Municipality

Local Road Labels

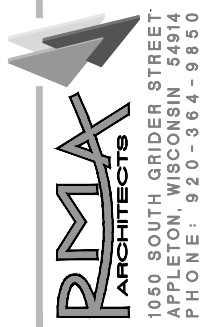
Local Road

Named Private Drive

Meander Line



© 2025
This print is the
sole property of
RMA Architects, Inc.
Any reproduction,
copying, or use is
strictly prohibited
without written
permission.



PROPOSED SITE FOR:
TOWNHOUSE - DITTMAR REALTY INC
ROSEWOOD LANE
JACKSON, WISCONSIN

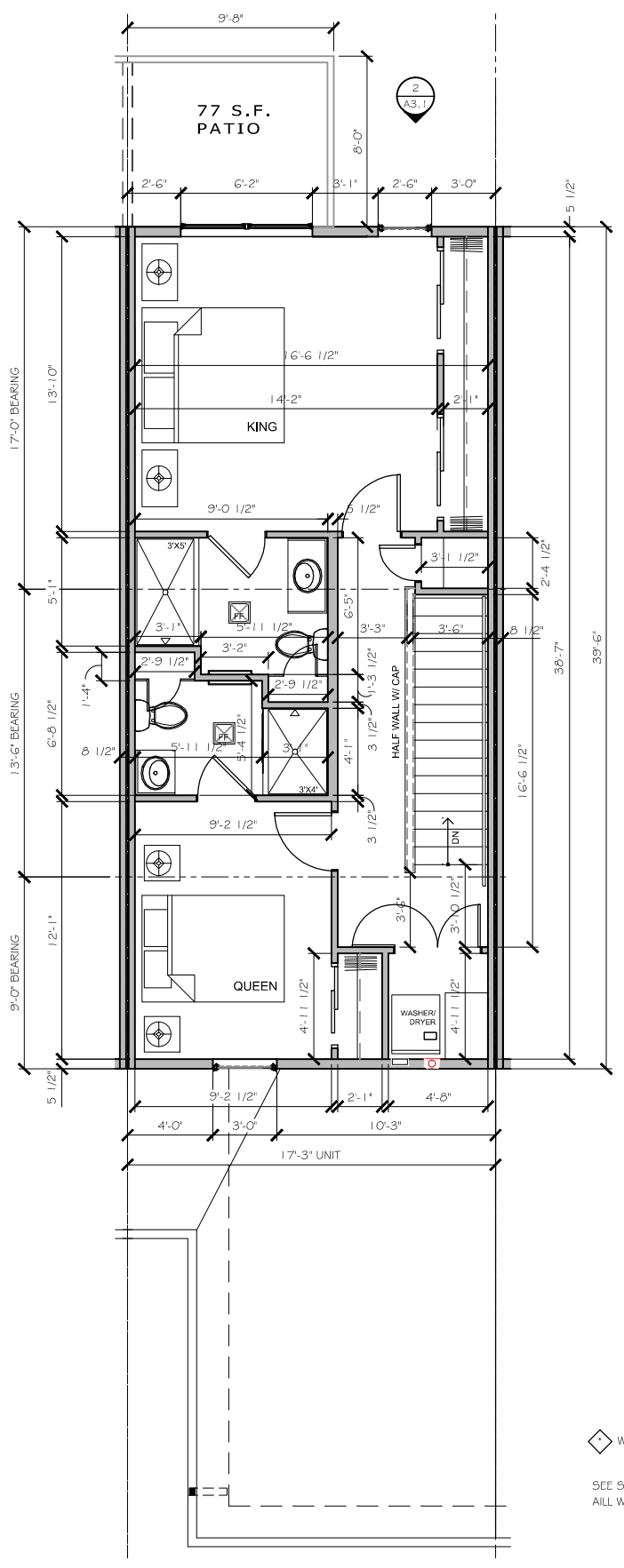
REVISIONS

DRAWN BY
KAE
CHECKED BY
TFM

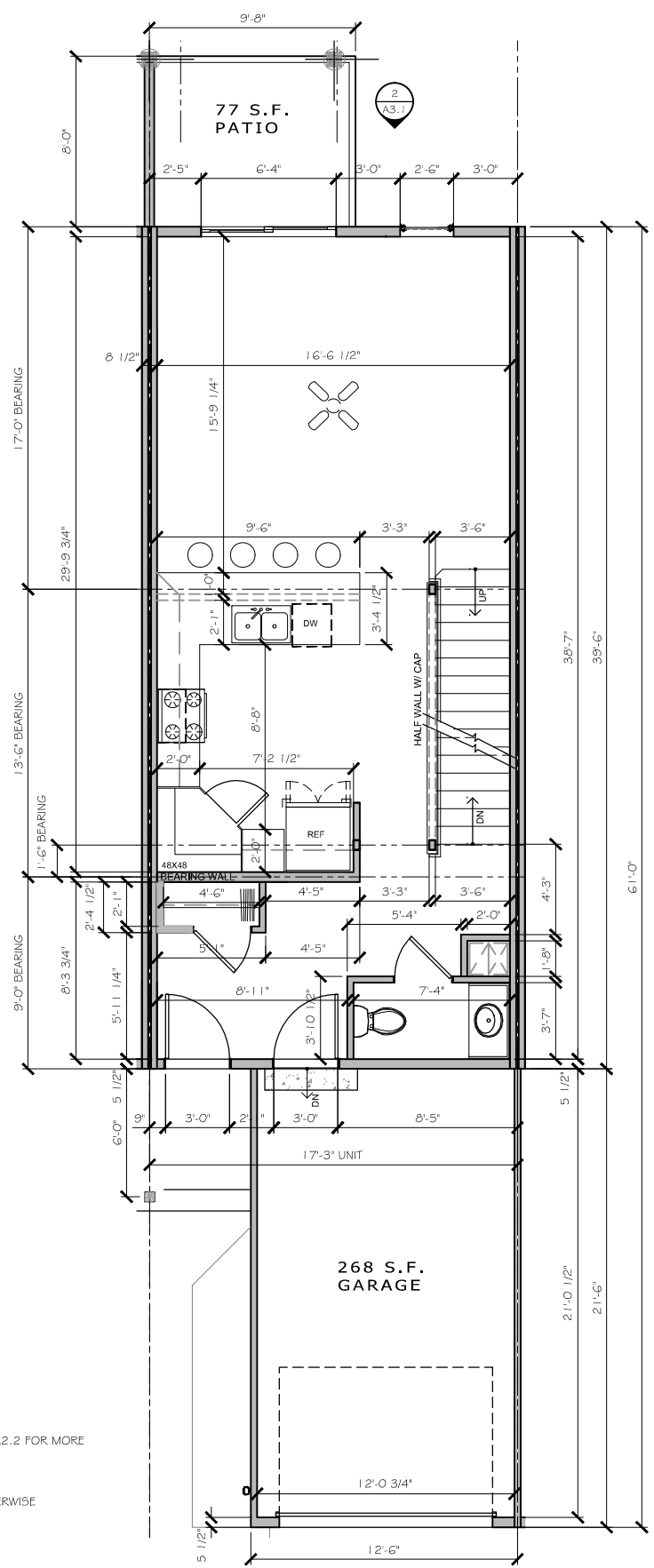
DATE
4/3/25

PROJECT NO.
255009

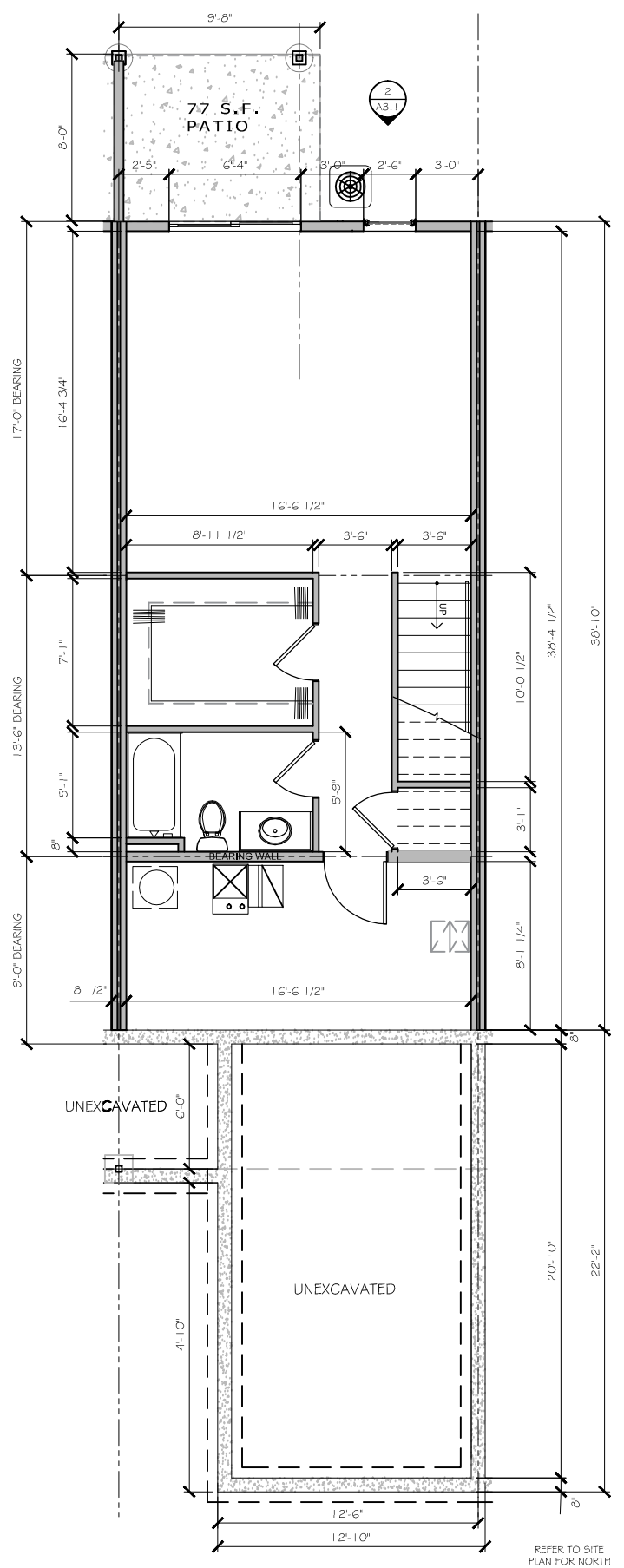
A2.3



2ND FLOOR - UNIT PLAN
SCALE: 1/4" = 1'-0" 682 S.F. +/- UNIT



1ST FLOOR - UNIT PLAN
SCALE: 1/4" = 1'-0" 682 S.F. +/- UNIT



LOWER LEVEL - UNIT PLAN
SCALE: 1/4" = 1'-0" 528 S.F. +/- FINISHED
154 S.F. +/- UNFINISHED

PRELIMINARY
NOT FOR CONSTRUCTION



MARCH 17, 2025

DITTMAR REALTY -TOWNHOUSES
ROSEWOOD LANE, JACKSON, WI

RMA ARCHITECTS, INC. • 1050 SOUTH GRIDER STREET • APPLETON, WISCONSIN 54914 • 920.364.9850





MARCH 18, 2025

DITTMAR REALITY -TOWNHOUSES
ROSEWOOD LANE, JACKSON, WI

RMA ARCHITECTS, INC. • 1050 SOUTH GRIDER STREET • APPLETON, WISCONSIN 54914 • 920.364.9850



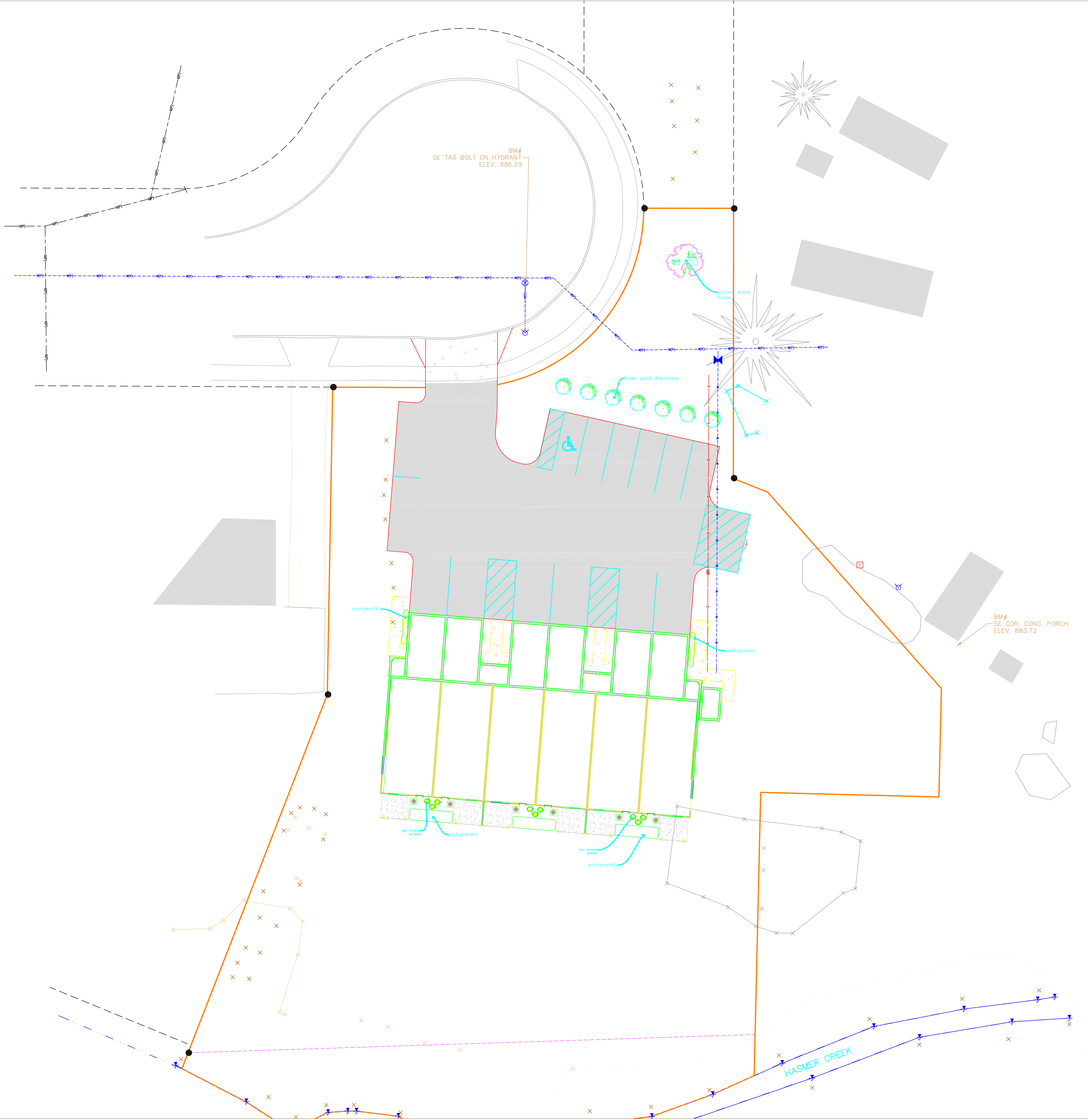


**Know what's below.
Call before you dig.**

R.A.SMITH, INC. ASSUMES NO RESPONSIBILITY FOR DAMAGES, LIABILITY OR COSTS RESULTING FROM CHANGES OR ALTERATIONS MADE TO THIS PLAN WITHOUT THE EXPRESSED WRITTEN CONSENT OF R.A.SMITH, INC.

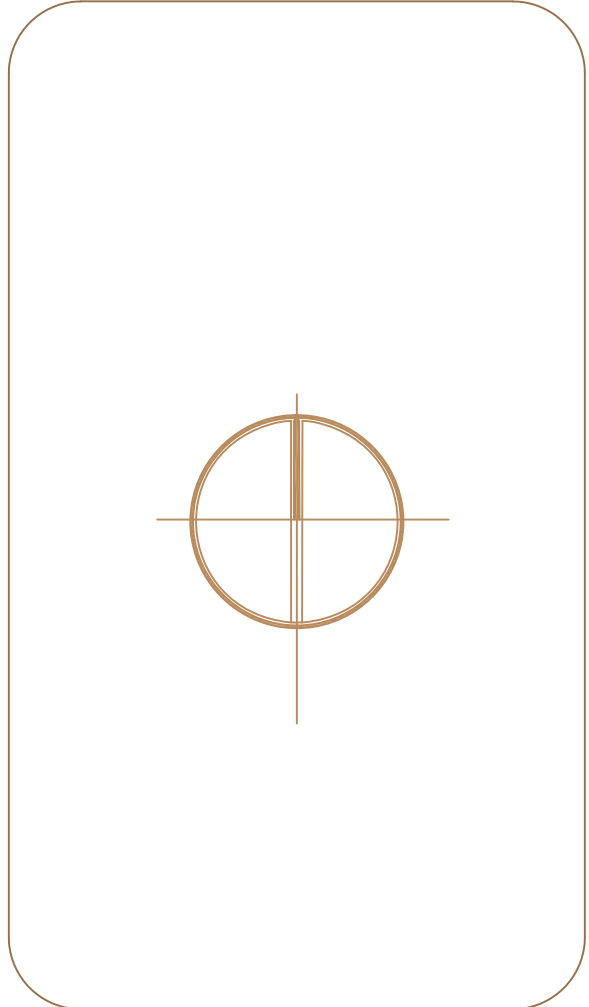
ALL COPYRIGHTS TO THESE DRAWINGS ARE RESERVED. THEY MAY NOT BE COPIED, CHANGED, OR ASSIGNED TO ANY THIRD PARTY IN ANY MANNER WITHOUT OBTAINING THE EXPRESSED WRITTEN PERMISSION OF R.A.SMITH, INC.

[illegible]



REVISIONS	BY

rosewood lane concept site plan
N170W21785 Rosewood LN.
Jackson, WI 53037



SCALE
3/32"

DESIGN BY
ANDY
DRAWN BY
ANDY
BASE MAP
ANDY
DATE
04/22/25
SHEET

1
OF SHEETS



Taking the lead in Washington County.

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: June 10, 2025

Agenda Item: # 9.b

To: Brian Heckendorf, Village President
Jen Heidtke, Village Administrator
Village Board

From: Collin Johnson, Director of Inspections/Zoning

Subject: Final Plat – Maple Fields Subdivision, Addition No. 2 – Neumann Developments, Inc.

Description / Background and Analysis:

The Preliminary Plat for the entire proposed subdivision was reviewed by the Village Plan Commission on December 2, 2021. The Plan Commission recommended approval of the Preliminary Plat to the Village Board for consideration at the December 14, 2021, meeting. The Village Board approved the Preliminary Plat with specific and general conditions.

The Developer has substantially completed construction on the sewer, water, stormwater, and general road infrastructure for Phase I and Phase II (Addition No. 1) and is now seeking approval of the Final Plat for the final phase (Addition No. 2) in order to begin construction on the utility and roadway improvements.

Staff have reviewed the proposed Addition No. 2 Final Plat and found it to be consistent with the Preliminary Plat previously approved by the Village.

Comprehensive Plan and Zoning Impacts:

The Final Plat is consistent with the prescribed uses outlined in the Village Comprehensive Plan and the Planned Unit Development zoning designation.

Site Plan:

See Final Plat.

Review Procedures:

The Plan Commission is advisory; and the Village Board makes the final decision.

Signage:

N/A

Additional Staff Comments:

N/A

Notice Requirements:

- Posting on the agenda

Potential Action:

Motion to recommend the Village Board approve the Final Plat for Maple Fields Subdivision, Addition No. 2.



Taking the lead in Washington County.

Attachments:

1. Maple Fields Ph.2 - PC Application - Final Plat
2. Maple Fields Addition No 2- Final Plat
3. 12022021 Plan Commission Minutes

Village of Jackson
PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

☐ COMMERCIAL ☐ INDUSTRIAL ☒ RESIDENTIAL ☐ OTHER _____

☐ CONDITIONAL USE ☐ PLANNED UNIT DEVELOPMENT ☐ CERTIFIED SURVEY MAP

☐ New ☐ New ☐ CONCEPT PLAN

☐ Amendment ☐ Amendment

☐ Special Use ☐ Special Use ☒ OTHER Final Plat, Add. No.2 _

(For existing Cond. Use ONLY) (For existing PUD ONLY)

Property Address: West of Maple Road and south of Sherman Unit: Jackson, WI

Parcel #: V3_0751037 Lot Size: sq. ft. Building Area: sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☐ PUD ☒ Other R1 & R5 Floodplain: Y / N

APPLICANT INFORMATION

Name(s): Neumann Developments, Kevin Anderson

Mailing Address: N27 W24025 Paul Court, #100, Pewaukee State WI Zip 53072

Office: (262) 542-9200 Cell: (262) 825-8068 Fax: ()

Email: kevin@neumanncompanies.com

BUSINESS INFORMATION (If New Business)

Legal Business Name: _____

D/B/A: _____ FEIN #: -

Mailing Address: _____ State _____ Zip _____

Office: () Cell: () Fax: ()

Email: _____

Website: _____

PROPERTY OWNER INFORMATION

Name(s): Maple Fields, LLC

Address: Same as above State _____ Zip _____

Office: () Cell: () Fax: ()

Email: same

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: TRIO Engineering

Primary Contact: Josh Pudelko

Address: 4100 N. Calhoun Road, Brookfield State WI Zip 53005

Office: (262) 790-1480 Cell: () Fax: ()

Email: Jpudelko@trioeng.com

Please provide as much detailed information as possible. (Add additional pages if needed.)

Briefly explain what you are requesting to be reviewed and/or approved: Final Plat for Addition No.2 to
Maple Fields subdivision. Addition No.2 contains 28 Lots and connects to the existing
Maple Fields Circle roadway.

Provide a brief overview of proposed use(s) of entire property and/or lease space: Single family residential

Hours of Operation: n/a

Provide a brief overview of proposed daily on-site operations: n/a

Describe any potential environmental impacts from the proposed use including but not limited to exterior storage, noise, smoke, dust, odors, hazardous materials, vibration, horns, speakers, vehicles and equipment operation and exterior generators, HVAC, or other stationary mechanical equipment, etc.: n/a

Describe all businesses, properties and other entities located adjacent to the proposed use: n/a

Describe any proposed, development, on-site improvements or other construction/remodeling activities: n/a

Describe any proposed grading, and/or stormwater management plan: Storm water management is designed
to accomodate the additional lots and roadways with additional storm water facilities per the
design plans submitted to the Village.

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: _____
Each home will be individually landscaped.

Describe any proposed on-site security measures including site lighting: n/a

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): n/a

Describe the projected traffic circulation and impacts: This phase will complete Maple Fields Circle.

List all setbacks from rights-of-way and property lines and height limitations: per zoning

Provide status of State/Federal License(s) or Certificate(s)s required for operation, if any: n/a

Does this project require other Jurisdictional Approvals from other Governmental or Regulatory entities?
☐ No ☒ Yes If yes, explain: DNR Construction Site Storm water permit is issued for this work.

Describe any proposed signage including type, size, and location: none

If construction is proposed, describe proposed exterior building materials (type, color, etc.): n/a

Describe any site-specific features/constraints, etc.: n/a

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: n/a

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): n/a

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: n/a

Projected Sewer/Wastewater Usage: _____ gal/year

Projected Water Usage: _____ gal/year

ACKNOWLEDGEMENT & SIGNATURES

I/We hereby certify that I/We have reviewed the above Village of Jackson Plan Commission application and requirements, and hereby certify that the above information, attachments, and exhibits are complete, true and correct. I/We further understand that any missing or incomplete information may result in a delay of the review of this application. The Village reserves the right to request additional information as deemed necessary.

Applicant Name (Print): Kevin Anderson

Applicant Signature: Kevin Anderson

Co-Applicant Name (Print): _____

CO-Applicant Signature: _____

Date of Application: ~~07-20-22~~ 05-02-25

You MUST sign and date this Application!

SUBMIT TO: **Village of Jackson – Building Inspection Dept.**
(Checks shall be made payable to Village of Jackson)
W194 N16660 Eagle Drive
PO BOX 637
Jackson, WI 53037

QUESTIONS?

Building Inspector: For questions concerning **building codes, zoning, or technical questions.**
Phone: (262) 677-9696
Email: collin.johnson@villageofjacksonwi.gov

Village Clerk: For all **general questions** concerning meeting dates, times, etc.
Phone: (262) 677-9001 Ext. 213
Email: jilline.dobratz@villageofjacksonwi.gov

TERMS OF THIS PERMIT

1. This permit shall become effective upon Village approval and where required, the execution and recording by the owners of the premises of an acceptance hereof in such form as to constitute an effective covenant running with the land.
2. The permit shall be void unless: (a) pursuant to the Building and Zoning Codes of the Village, the approved use is commenced or (b) the building permit is obtained within 12 months of the date of Village Board approval.
3. This approval is subject to amendment and termination in accordance with the provisions of the Zoning Code of the Village of Jackson.
4. Construction and operation of this permit shall be in strict conformity to the approved building, site, and operational plans which were filed in connection with the application for this approval (as attached and/or referenced).
5. Any of the conditions of this permit which would normally be the responsibility of the tenants of the premises, shall be made a part of their lease by the owner.

VILLAGE APPROVAL:

☐ **TEMPORARY** Expiration Date: _____, 20____

Plan Commission Approval: Meeting Date: _____, 20____

Village Board Approval: Meeting Date: _____, 20____

In-House Approval (O-T-C): Date: _____, 20____

Approved by: Village Administrator

Conditions and Duration of Approval:

Depending on the request, approvals shall generally be continual or temporary in nature. ALL approvals are subject to the Conditions of Approval outlined below. All conditional or special uses/approvals shall, upon complaint, be subject to review, amendment, or revocation by the Village. Where temporary approvals are issued, such approvals shall be subject to the time limitations specified.

Conditions of Approval: _____

APPLICATION DENIED: Date: _____, 20____

Staff Initials: _____

Reason for Denial: _____

FOR OFFICE USE ONLY
Acct. #: 100-00-45730-000-00

Date Received: 5/6/2025

Amount: \$ 125.00

Payment Type: CH / ~~CASH~~

Check/Rcpt. #: 1153

Received By: CMJ

MAPLE FIELDS ADDITION NO. 2

BEING A REDIVISION OF OUTLOT 4 OF "MAPLE FIELDS ADDITION NO. 1", BEING A PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 29, TOWN 10 NORTH, RANGE 20 EAST, IN THE VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN.

GENERAL NOTES:

- Indicates Set 1.270" outside diameter x 18" long Reinforcing Bar weighing 4.303 lbs. per lineal foot. All other Lot and Outlot corners are staked with 0.750" outside diameter x 18" long Reinforcing Bar weighing 1.502 lbs. per lineal foot.
- Indicates Found 0.75" Reinforcing Bar unless otherwise noted.
- All linear measurements have been made to the nearest one-hundredth of a foot.
- All angular measurements have been made to nearest second and computed to the nearest half-second.
- All bearings are referenced to Grid North of the Wisconsin State Plane Coordinate System, South Zone (NAD-27), in which the East line of the N.E. 1/4 of Section 29, Town 10 North, Range 20 East, bears North 01°03'31" West.
- The Owners of the residential Lots 73 through 100 within the "Maple Fields Addition No. 2" Subdivision and any previous and future additions to this subdivision, shall each own an equal undivided fractional interest in Outlot 5 of "Maple Fields Addition No. 2", Outlot 3 of "Maple Fields Addition No. 1" and Outlot 1 of the "Maple Fields" Subdivision. The use and maintenance of Outlots 1 and 3 are governed by a land management plan approved by the Village of Jackson as contained within the Developer's Agreement. Washington County shall not be liable for fees or special charges in the event they become the owner of any Lot or Outlot in the Subdivision by reason of tax delinquency.
- Stormwater Management Facilities are located on Outlot 3 of "Maple Fields Addition No. 1" and Outlot 1 of the "Maple Fields Subdivision". The Owners of the residential Lots within this Subdivision and any previous and future additions to this Subdivision shall each be liable for an equal undivided fractional share of the cost to repair, maintain or restore said Stormwater Management Facilities within the "Maple Fields" and "Maple Fields Addition No. 1" Subdivisions. Said repairs, maintenance and restoration shall be performed by the Owners of all Lots within this Subdivision and any previous and future additions to this Subdivision consistent with the Stormwater Management Plan contained in the Developer's Agreement recorded for this subdivision in the Washington County Register of Deeds office.
- Stormwater management practices are located in Outlot 3 of "Maple Fields Addition No. 1" and Outlot 1 of the "Maple Fields Subdivision". There are one or more separate documents recorded on the property title through the Washington County register of deeds entitled "Stormwater Management Practice Maintenance Agreement" ("Maintenance Agreement") that apply to Outlots. The Maintenance Agreement subjects this Subdivision Plat, and all Lot Owners therein, to covenants, conditions, and restrictions necessary to ensure the long-term maintenance of the storm water management practice. The Agreement also outlines a process by which the Village of Jackson may levy and collect special assessments or charges for any services the community might provide relating to enforcement of the Maintenance Agreement.

OWNER:
MAPLE FIELDS, LLC
N27W24025 PAUL COURT, STE. 100
PEWAUKEE, WI 53072
PHONE: (262) 542-9200
FAX: (262) 349-9324

BUILDING SETBACK SUMMARY
R-5
MIN. FRONT SETBACK: 25 FT.
MIN. REAR SETBACK: 25 FT.
MIN. SIDE SETBACK: 8 FT.

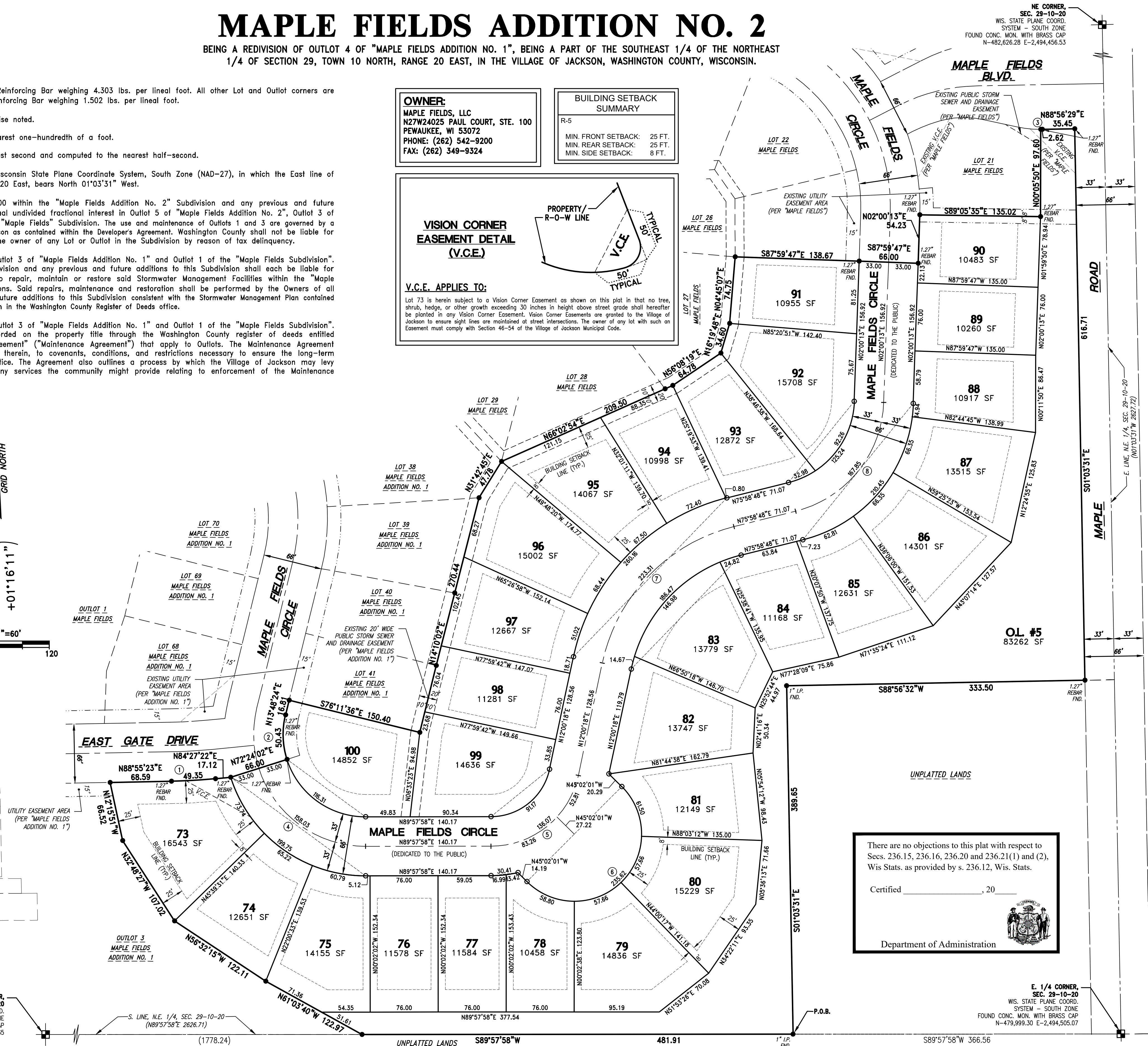
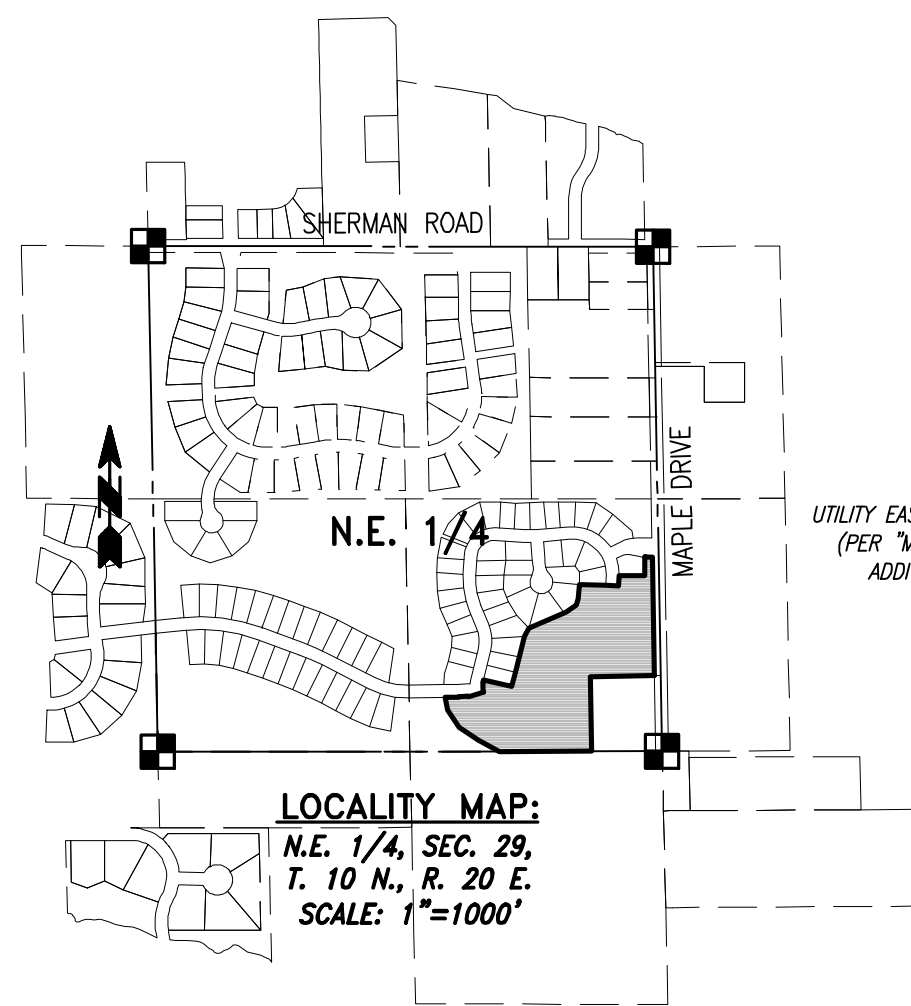
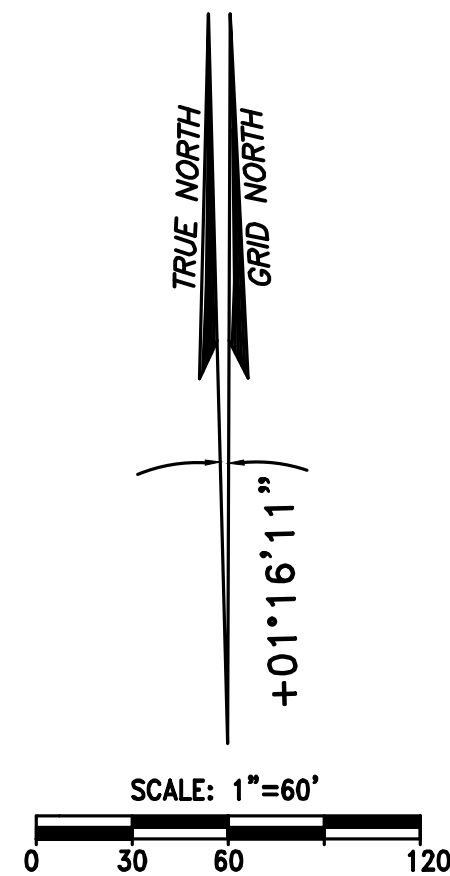
VISION CORNER EASEMENT DETAIL (V.C.E.)

V.C.E. APPLIES TO:

Lot 73 is herein subject to a Vision Corner Easement as shown on this plat in that no tree, shrub, hedge, or other growth exceeding 30 inches in height above street grade shall hereafter be planted in any Vision Corner Easement. Vision Corner Easements are granted to the Village of Jackson to ensure sight lines are maintained at street intersections. The owner of any lot with such an Easement must comply with Section 46-54 of the Village of Jackson Municipal Code.



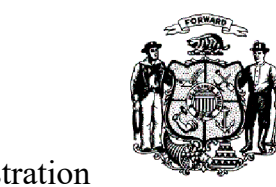
4100 N. Calhoun Road
Suite 300
Brookfield, WI 53005
Phone: (262) 790-1480
Fax: (262) 790-1481



There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration



CENTER,
SEC. 29-10-20
WIS. STATE PLANE COORD.
SYSTEM - SOUTH ZONE
FOUND CONC. MON. WITH BRASS CAP
N=479,997.75 E=2,491,878.65

S. LINE, N.E. 1/4, SEC. 29-10-20
(N89°57'58"E 2626.71)

E. 1/4 CORNER,
SEC. 29-10-20
WIS. STATE PLANE COORD.
SYSTEM - SOUTH ZONE
FOUND CONC. MON. WITH BRASS CAP
N=479,999.30 E=2,494,505.07

MAPLE FIELDS ADDITION NO. 2

BEING A REDIVISION OF OUTLOT 4 OF "MAPLE FIELDS ADDITION NO. 1", BEING A PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 29, TOWN 10 NORTH, RANGE 20 EAST, IN THE VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

STATE OF WISCONSIN)
) SS
COUNTY OF WAUKESHA)

I, Grady L. Gosser, Professional Land Surveyor, do hereby certify:

That I have surveyed, divided and mapped a redivision of Outlot 4 of "MAPLE FIELDS ADDITION NO. 1", Recorded in the Office of the Register of Deeds for Washington County on July 11th, 2024 as Document No. 1598288, being located in a part of the Southeast 1/4 of the Northeast 1/4 of Section 29, Town 10 North, Range 20 East, in the Village of Jackson, Washington County, Wisconsin.

Said Parcel contains 533,377 Square Feet (or 12.2447 Acres) of land, more or less.

That I have made such survey, land division, and map by the direction of MAPLE FIELDS, LLC, owner of said lands.

That such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Regulations of the Village of Jackson, Washington County, Wisconsin in surveying, dividing and mapping the same.

Dated this ____ Day of _____, 20 ____.

Grady L. Gosser, P.L.S.
Professional Land Surveyor, S-2972
TRIO ENGINEERING, LLC
4100 N. Calhoun Road, Suite 300
Brookfield, WI 53005
Phone: (262)790-1480 Fax: (262)790-1481

CERTIFICATE OF COUNTY TREASURER:

STATE OF WISCONSIN)
) SS
WASHINGTON COUNTY)

I, Scott M. Henke, being the duly elected, qualified and acting Treasurer of the County of Washington, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of the ____ Day of _____, 20 ____ affecting the lands included in the plat of "MAPLE FIELDS ADDITION NO. 2".

Dated this ____ Day of _____, 20 ____.

Scott M. Henke, County Treasurer

CERTIFICATE OF VILLAGE TREASURER:

STATE OF WISCONSIN)
) SS
WASHINGTON COUNTY)

I, Darlene Smith, being the duly elected, qualified and acting Treasurer of the Village of Jackson, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of the ____ Day of _____, 20 ____ affecting the lands included in the plat of "MAPLE FIELDS ADDITION NO. 2".

Dated this ____ Day of _____, 20 ____.

Darlene Smith, Village Treasurer

VILLAGE BOARD APPROVAL:

Resolved, that the plat of "MAPLE FIELDS ADDITION NO. 2", in the Village of Jackson, having been recommended by the Plan Commission, and being the same, is hereby approved and the dedication herein accepted by the Village Board of Trustees of the Village of Jackson, on this ____ Day of _____, 20 ____.

Dated this ____ Day of _____, 20 ____.

Brian Heckendorf, Village President

Jen Heidtke, Village Administrator

UTILITY EASEMENT PROVISIONS:

An easement for electric, natural gas, and communications service is hereby granted by

MAPLE FIELDS, LLC, Grantor, to

WISCONSIN ELECTRIC POWER COMPANY and WISCONSIN GAS, LLC, Wisconsin corporations doing business as We Energies, and WISCONSIN BELL, INC. doing business as AT&T Wisconsin, a Wisconsin corporation, and SPECTRUM MID-AMERICA, LLC, and MIDWEST FIBER NETWORKS, LLC, Grantee, AND

their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy, natural gas, telephone and cable TV facilities for such purposes as the same is now or may hereafter be used, all in, over, under, across, along and upon the property shown within those areas on the plat designated as "Utility Easement Areas" and the property designated on the plat for streets and alleys, whether public or private, together with the right to install service connections upon, across within and beneath the surface of each lot to serve improvements, thereon, or on adjacent lots; also the right to trim or cut down trees, brush and roots as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The Grantees agree to restore or cause to have restored, the property, as nearly as is reasonably possible, to the condition existing prior to such entry by the Grantees or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities, natural gas facilities, or telephone and cable TV facilities or to any trees, brush or roots which may be removed at any time pursuant to the rights herein granted. Structures shall not be placed over Grantees' facilities or in, upon or over the property within the lines marked "Utility Easement Areas" without the prior written consent of Grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than four inches without written consent of grantees.

The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

CORPORATE OWNER'S CERTIFICATE OF DEDICATION:

MAPLE FIELDS, LLC, a Wisconsin Limited Liability Company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, certifies that said Limited Liability Company has caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat. I also certify that this plat is required by S.236.10 or S.236.12 to be submitted to the following for approval or objection.

APPROVING AGENCIES:

1. Village of Jackson

AGENCIES WHO MAY OBJECT:

1. State of Wisconsin, Department of Administration

Witness the hand and seal of said Owner this ____ day of _____, 20 ____.

MAPLE FIELDS, LLC

Bryan Lindgren, President of
Neumann Developments, its Sole Member

STATE OF WISCONSIN)
) SS
COUNTY OF WAUKESHA)

Personally came before me this ____ day of _____, 20 ____, the above named Bryan Lindgren, President of Neumann Developments, its Sole Member of the above named Limited Liability Company, to me known to be the person who executed the foregoing instrument, and to me known to be such President of said Limited Liability Company, and acknowledged that he executed the foregoing instrument as such officer as the deed of said Limited Liability Company, by its authority.

Print Name: _____
Public, Waukesha County, WI
My Commission Expires: _____

CONSENT OF CORPORATE MORTGAGEE:

MIDLAND STATES BANK, a corporation duly organized and existing by virtue of the laws of the State of Illinois, mortgagee of the above described land, does hereby consent to the surveying, dividing, mapping, and dedicating of the land described on this Plat, and does hereby consent to the above certificate of MAPLE FIELDS, LLC, owner, this ____ day of _____, 20 ____.

MIDLAND STATES BANK

Dave Sobojinski, Senior Vice President

STATE OF ILLINOIS)
) SS
COUNTY OF _____)

Personally came before me this ____ day of _____, 20 ____, the above named Dave Sobojinski, Senior Vice President of the above named corporation, to me known to be the person who executed the foregoing instrument, and to me known to be such Commercial Lender of said corporation, and acknowledged that he executed the foregoing instrument as such officer as the deed of said corporation, by its authority.

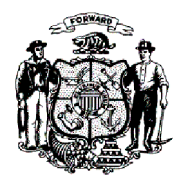
Print Name: _____
Public, _____, IL
My Commission Expires: _____

CURVE TABLE:

NO.	LOT(S)	RADIUS	CENTRAL ANGLE	ARC	CHORD	CHORD BEARING	TANGENT IN	TANGENT OUT
1	BOUNDARY	633.00	4°28'01"	49.35	49.34	N86°41'22.5"E	N88°55'23"E	N84°27'22"E
2	BOUNDARY	92.00	31°24'22"	50.43	49.80	N01°53'47"W	N17°35'58"W	N13°48'24"E
3	BOUNDARY	130.00	1°09'21"	2.62	2.62	N89°31'09.5"E	S89°54'10"E	N88°56'29"E
4	C/L	125.00	72°26'04"	158.03	147.71	N53°49'00"W	S89°57'58"W	N17°35'58"W
	100	92.00	72°26'04"	116.31	108.72	N53°49'00"W	S89°57'58"W	N17°35'58"W
	SOUTH R/W	158.00	72°26'04"	199.75	186.71	N53°49'00"W	S89°57'58"W	N17°35'58"W
	73	158.00	26°44'31"	73.74	73.08	N30°58'13.5"W	N44°20'29"W	N17°35'58"W
	74	158.00	23°38'58"	65.22	64.75	N56°09'58"W	N67°59'27"W	N44°20'29"W
	75	158.00	22°02'35"	60.79	60.41	N79°00'44.5"W	S89°57'58"W	N67°59'27"W
5	C/L	100.00	77°57'40"	136.07	125.81	N50°59'08"E	N89°57'58"E	N12°00'18"E
	C/L-SOUTH	100.00	47°42'21"	83.26	80.88	N66°06'47.5"E	N89°57'58"E	N42°15'37"E
	C/L-NORTH	100.00	30°15'19"	52.81	52.19	N27°07'57.5"E	N42°15'37"E	N12°00'18"E
	99	67.00	77°57'40"	91.17	84.29	N50°59'08"E	N89°57'58"E	N12°00'18"E
	SOUTH R/W	133.00	13°06'06"	30.41	30.35	N83°24'55"E	N89°57'58"E	N76°51'52"E
	77	133.00	7°19'14"	16.99	16.98	N86°18'21"E	N89°57'58"E	N82°38'44"E
	78	133.00	5°46'52"	13.42	13.41	N79°45'18"E	N82°38'44"E	N76°51'52"E
6	TOTAL	75.00	180°00'00"	235.62	150.00	N44°57'59"E	S45°02'01"E	N45°02'01"W
	78	75.00	44°55'21"	58.80	57.31	S67°29'41.5"E	S45°02'01"E	S89°57'22"E
	79	75.00	44°02'55"	57.66	56.25	N68°01'10.5"E	S89°57'22"E	N45°59'43"E
	80	75.00	44°02'55"	57.66	56.25	N23°58'15.5"E	N45°59'43"E	N01°56'48"E
	81	75.00	46°58'49"	61.50	59.79	N21°32'36.5"W	N01°56'48"E	N45°02'01"W
7	C/L	200.00	63°58'30"	223.31	211.89	N43°59'33"E	N12°00'18"E	N75°58'48"E
	NORTH R/W	233.00	63°58'30"	260.16	246.86	N43°59'33"E	N12°00'18"E	N75°58'48"E
	97	233.00	12°32'44"	51.02	50.92	N18°16'40"E	N12°00'18"E	N24°33'02"E
	96	233.00	16°49'47"	68.44	68.19	N32°57'55.5"E	N24°33'02"E	N41°22'49"E
	95	233.00	16°36'00"	67.50	67.27	N49°40'49"E	N41°22'49"E	N57°58'49"E
	94	233.00	17°48'14"	72.40	72.11	N66°52'56"E	N57°58'49"E	N75°47'03"E
	93	233.00	0°11'45"	0.80	0.80	N75°52'55.5"E	N75°47'03"E	N75°58'48"E
	SOUTH R/W	167.00	63°58'30"	186.47	176.93	N43°59'33"E	N12°00'18"E	N75°58'48"E
	82	167.00	5°01'59"	14.67	14.66	N14°31'17.5"E	N12°00'18"E	N17°02'17"E
	83	167.00	50°25'34"	146.98	142.28	N42°15'04"E	N17°02'17"E	N67°27'51"E
	84	167.00	8°30'57"	24.82	24.80	N71°43'19.5"E	N67°27'51"E	N75°58'48"E
8	C/L	130.00	73°58'35"	167.85	156.43	N38°59'30.5"E	N75°58'48"E	N02°00'13"E
	WEST R/W	97.00	73°58'35"	125.24	116.72	N38°59'30.5"E	N75°58'48"E	N02°00'13"E
	93	97.00	19°28'58"	32.98	32.83	N66°14'19"E	N75°58'48"E	N56°29'50"E
	92	97.00	54°29'37"	92.26	88.82	N29°15'02"E	N56°29'50"E	N02°00'13"E
	EAST R/W	163.00	73°58'35"	210.45	196.14	N38°59'30.5"E	N75°58'48"E	N02°00'13"E
	85	163.00	22°04'48"	62.81	62.43	N64°56'24"E	N75°58'48"E	N53°54'00"E
	86	163.00	23°19'23"	66.35	65.89	N42°14'18.5"E	N53°54'00"E	N30°34'37"E
	87	163.00	23°19'22"	66.35	65.89	N18°54'56"E	N30°34'37"E	N07°15'15"E
	88	163.00	5°15'02"	14.94	14.93	N04°37'44"E	N07°15'15"E	N02°00'13"E

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20 ____



Department of Administration



4100 N. Calhoun Road
Suite 300
Brookfield, WI 53005
Phone: (262) 790-1480
Fax: (262) 790-1481

**APPROVED MINUTES
PLAN COMMISSION MEETING
Thursday, December 2, 2021 at 7:00 p.m.
Jackson Municipal Complex
Village Board Room
N168 W19851 Main Street
Jackson, WI 53037**

1. Call to Order and Roll Call

Pres. Schwab called the meeting to order at 7:07 p.m.

Members Present: Tr. Kruepke, Sarah Mleziva, Jon Molkentin, Dan Reik, and Jon Weil

Member Excused: Tr. Emmrich

Staff Present: Building Inspector/Code Enforcement Officer Collin Johnson,
Administrator Jen Keller and Clerk Jilline Dobratz

2. Approval of Minutes for the Plan Commission Meeting of October 28, 2021 and Special Plan Commission Meeting of November 18, 2021

Motion by Jon Weil, second by Jon Molkentin to approve the Plan Commission minutes of October 28, 2021 and Special Plan Commission meeting of November 18, 2021 as submitted.

Vote: 6 ayes, 0 nays. Motion carried.

3. Conditional Use Permit – Holly and Maxwell Krajnik – Three Dogs – W207N17349 Parkview Drive

Motion by Pres. Schwab, second by Sarah Mleziva recommend Village Board approve the Conditional Use Permit – Holly and Maxwell Krajnik – Three Dogs – W207N17349 Parkview Drive.

Discussion on number of animals per Ordinance and expiration of Conditional Use Permit.

Motion amended by Pres. Schwab, second by Sarah Mleziva recommend Village Board approve the Conditional Use Permit – Holly and Maxwell Krajnik – Three Dogs – W207N17349 Parkview Drive per staff comment the approval would expire upon on the animal passing and it would not be extended.

Vote: 6 ayes, 0 nays. Motion carried.

4. Preliminary Plat – Neumann Developments, Inc. – Maple Fields Subdivision 3245 Maple Road

Bryan Lindgren, Neumann Developments, Inc., was present to answer any questions. They are not proposing any changes and will be phasing the development. They have no concerns with any of the staff comments.

Motion by Jon Weil, second by Jon Molkentin recommend the Village Board approve the Preliminary Plat – Neumann Developments, Inc. – Maple Fields Subdivision – 3245 Maple Road as presented.

Jon Weil inquired on signage and renaming East Gate Court. Easement discussion ensued.

Motion amended by Jon Weil, second by Jon Molkentin recommending the Village Board approve the Preliminary Plat – Neumann Developments, Inc. – Maple Fields Subdivision – 3245 Maple Road to include Staff comments general conditions of approval (1-4) and specific conditions of approval (1-12).
Vote: 6 ayes, 0 nays. Motion carried.

5. Covenants – Maple Fields Subdivision Discussion Only

Comments and questions included:

- Sidewalks are the Homeowners Responsibility
- Outline Maintenance Sidewalk Costs
- Potential Rental Restrictions
- Supply the Village with the Recorded Declarations
- East Gate Drive Finished Culverts
- Standardized Culverts

6. Developer's Agreement – Draft – Maple Fields Subdivision – Discussion Only

Comments and questions included:

- Developer's Agreement Specific to Phase One
- Developer's Agreement Consistent with the Project
- Updated Drawings for the Phase

7. Citizens to Address the Plan Commission

None.

8. Adjourn

Motion by Pres. Schwab, second by Tr. Kruepke to adjourn.

Vote: 6 ayes, 0 nays. Meeting adjourned at 7:37 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCPC*
Village Clerk



Taking the lead in Washington County.

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: June 10, 2025

Agenda Item: # 9.c

To: Brian Heckendorf, Village President
Jen Heidtke, Village Administrator
Village Board

From: Collin Johnson, Director of Inspections/Zoning

Subject: Development Agreement - Maple Fields Subdivision, Addition No. 2 - Maple Fields, Inc.

Description / Background and Analysis:

This Development Agreement and supporting documents are being presented for Village review and comment. Maple Fields, Inc. and the Village of Jackson shall enter into a Developer's Agreement for the improvement of property identified as tax Parcel V3_0751076 totaling 12.24 acres. This draft agreement speaks to the third and final phase of development for the Maple Fields Subdivision.

Plans which the developer has included for review and approval by the Village prior to land disturbance include stormwater plans, drainage plans, erosion control plans, grading and landscaping plans, and road/utility plans. These reviews are expected to take place at the Staff level.

Comprehensive Plan and Zoning Impacts:

N/A

Site Plan:

N/A

Review Procedures:

The Plan Commission is advisory; and the Village Board makes the final decision.

Signage:

N/A

Additional Staff Comments:

None.

Notice Requirements:

- Posting on the agenda.

Potential Action:

Motion to recommend the Village Board approval of the Maple Fields Subdivision, Phase III (Addition No. 2) Development Agreement conditioned upon Staff review and approval of the forthcoming plans to satisfy requirements for Exhibit B plans.

Attachments:

1. Maple Fields Phase 3 Development Agreement Draft



2. Development Agreement Exhibits

Taking the lead in Washington County.

	DEVELOPMENT AGREEMENT	
Document Number		
Return Address:	Administrator - Jen Heidtke Village of Jackson N168W19851 Main Street Jackson, WI 53037	
Parcel I.D. Number:		
		Recording Area

This Development Agreement for Phase III (Addition No. 2) of Maple Fields Subdivision applies to the following described property (the "Property"):

Being a redivision of Outlot 4 of "Maple Fields Addition No. 1", being a part of the southeast 1/4 of the northeast 1/4 of section 29, Town 10 north, range 20 east, in the Village of Jackson, Washington County, Wisconsin.

Dated this _____ day of _____, 2025.

VILLAGE OF JACKSON

By: _____
Jen Heidtke, Village Administrator

STATE OF WISCONSIN)
) ss.
COUNTY OF WASHINGTON)

Personally came before me this _____ day of _____, 2025, Jen Heidtke, Village Administrator of the Village of Jackson, to me known to be the person who executed this instrument.

Notary Public – State of Wisconsin
My Commission:_____

This instrument was drafted by Administrator Jen Heidtke

MAPLE FIELDS – PHASE 3 DEVELOPMENT AGREEMENT

This Development Agreement (“Agreement”) is entered into as of the latest date set forth below by and between Maple Fields, Inc. (“Developer”), and its successors and assigns, and the Village of Jackson, Washington County, Wisconsin (“Village”).

Recitals

- A. Developer owns or intends to own the property shown on the Preliminary Plat attached hereto as Exhibit A (the “Property”). The Property is located within the Village.
- B. The public improvements within the project shall be completed in three phases in accordance with the plan attached hereto (see Exhibit A).
- C. Developer intends to develop the Property as a Hundred (100) lot residential subdivision with Two (2) Outlots. Phase 3 contains Twenty-eight (28) single family residential lots. The Property will be developed with municipal sewer and water provided by the Village (the “Development”).
- D. The Village seeks to protect the health, safety, and general welfare of the community in approving the Development by requiring Developer to comply with the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the above recitals and the mutual obligations and benefits provided hereunder, Developer and the Village agree as follows:

- 1. **Scope of Agreement.** The Development is proposed to be developed in multiple phases as shown on Exhibit A. This Agreement is intended to govern Phase Three.
- 2. **Construction of Improvements.**
 - a. **Incorporation of Plans.** Construction of the Development will occur in compliance and conformity with the following plans, which have been approved by the Village and are attached hereto as Exhibit B. [Attach plans – Road plans, development plans, grading plans, landscape plans, erosion control plans, drainage plans, stormwater management plans, etc.]
 - b. **Contractors Engaged by Developer.** Developer agrees to engage fully qualified and experienced contractors for all construction included in this Agreement. The contractors shall perform their work to the standards of the Village and shall comply with the requirements of the Village’s ordinances and standards in

{MAPLE FIELDS – PHASE 3 DEVELOPMENT AGREEMENT}

{Page 2 of 10}

performing their work. Developer shall furnish the Village with the names of all contractors and their subcontractors; with classification of the work, they will perform prior to beginning any work.

- c. Village Approval and Starting Dates. No land disturbance or work may begin without the Village's approval of the starting date and schedule, which shall be submitted by Developer to the Village a minimum of seven calendar days before work or land disturbance is scheduled to begin. A starting date will not be approved until final plans and specifications for the land disturbance and work have been approved by the Village.
- d. Responsibility for Costs. Developer agrees that the Village shall not be responsible for any costs or charges related to the Development except any specifically enumerated and agreed to in writing by the Village and the Developer.
- e. Acceptance of Work.
 - (1) The Village may have an inspector on site during the construction of the improvements. If acceptable, the Village will certify the improvements as being in compliance with the standards and specifications of the Village. Before obtaining final acceptance of any improvement, the Developer shall present to the Village valid lien waivers from all persons providing materials or performing work on the improvements.
 - (2) No improvements will be accepted by the Village until they have been inspected and approved by the Village and, further, not until all outstanding Village incurred costs, including engineering, inspection, and legal charges indicated herein, have been paid in full and affidavits and lien waivers are received by the Village indicating that Developer's contractors and their suppliers have been paid in full for all work and materials furnished under this Agreement.
- f. Letter of Credit. Developer agrees to provide the Village, on or before the effective date of this Agreement, with security in the form of an irrevocable letter of credit or cash deposit, as deemed acceptable by the Village and its legal counsel, in the minimum amount of \$1,214,243.31 to secure completion of the improvements within the Development. In addition, such security shall remain in full force and effect until the expiration of 14 months from substantial completion as defined by WI Statute 236. The security on any letter of credit shall be payable to the Village at any time upon presentation of (i) a sight draft drawn on the issuing bank in the amount to which the Village is entitled to draw pursuant to the terms of this Agreement, (ii) an affidavit executed by the Village

President stating that Developer is in default under this Agreement; and (iii) the original of the letter of credit.

- g. Guaranty. Developer agrees to guarantee and warrant all work on the road improvements or other public infrastructure performed under this Agreement against defects in workmanship or material for a period of twelve months from the date of acceptance by the Village. If any defect should appear during the guaranty period, Developer agrees to make required replacement or acceptable repairs of the defective work at Developer's expense. This expense includes total and complete restoration of any disturbed surface or components of the improvements to the standards provided in the plans and specifications. All guarantees or warranties for materials or workmanship from contractors or subcontractors to Developer which extend the twelve-month guaranty period shall be assigned by Developer to the Village.
- h. Street Signs, Street Lamps, Trash Containers, Detention Pond, Street Trees and other Facilities. Developer shall cause electrical power and telephone facilities to be installed at the Development in such a manner as to make adequate service available to each lot within the Development. No electrical or telephone service may be located on overhead poles unless specifically authorized by the Village due to exceptional topography or other physical barrier. Plans indicating the proposed location of all electrical power and telephone distribution and transmission lines required to service the Development shall be approved by the Village. The Developer shall reimburse the Village for installation of all signs at the intersection of all streets proposed to be dedicated a street sign of a design as approved by the Village.
 - (1) Streetlamps. The Developer agrees to pay for the cost of the installation of streetlamps and restoration required by the installation of underground wiring per the Village developed plan. The Village of Jackson will select the type and location of the streetlamps used for the Subdivision. The Village of Jackson will hire a contractor for the installation. The Street Lamps will be owned and maintained by the Village of Jackson.
 - (2) Trash Containers. A standard Village trash container and recycling bin will be provided by the Village at the time of the Certificate of Occupancy is issued for each residential unit contracted for trash and recycling pickup.
 - (3) Detention Pond. The detention pond easement area of Outlot TBD on Maple Fields Addition No. 2 Final Plat, as approved by the Village for this development, and the responsibility for the maintenance of the entrance median within the development shall be transferred to a homeowner's

association created by Developer. The Developer shall maintain the detention pond and the common areas until they are transferred to the homeowner's association. Upon transfer to the homeowner's association, the homeowner's association shall be responsible for maintaining the pond and the common areas. The Village shall be a party entitled to enforce the obligations of all members of the homeowner's association.

(4) The subdivider or developer shall provide for the planting of two-inch caliper street trees (measured four feet from the surface of the ground when planted) in all new subdivisions, planned unit development, and appropriate conditional use requests. The number of trees shall be calculated on a one tree per 60 lineal feet of lot frontage. The planted trees shall be guaranteed for a period of one year from installation, which the developer shall provide the DPW Director notice of planting completion. In the event there is a rural cross section, two (2) trees per lot shall be planted within 5' of the front yard property line.

- i. Temporary Signs. Developer may apply for and place its temporary promotional signs on the Developer's property, if approved by the Village, until the models are sold.
- j. Maintenance of Improvements. Developer shall provide for the maintenance and repair of all improvements described in Exhibit B until such time that the improvements, as applicable, are dedicated to the Village (and then, subject to the warranties contained herein).
- k. Time for Completion. Completion of the improvements described in Exhibit B shall occur in accordance with the project schedule attached as Exhibit C. Time is of the essence regarding all dates set forth in the project schedule.

(1) In addition to the time limits outlined in Exhibits B and C, Developer shall complete the binder course of asphalt prior to issuance of building permits within the site.

(2) The second course of asphalt shall be installed no later than 12 months following the installation of the first course of asphalt, or as directed by the Village Engineer.

- l. Indemnification and Insurance. Developer will indemnify, defend, and hold the Village harmless from and against all claims, costs, and liabilities of every kind and nature, for injury or damage received or sustained by any person or entity in connection with, or on account of, the performance of work described in this Agreement except to the extent caused by the willful or negligent acts or omissions of the Village or its officers, employees, agents, or contractors.

Developer is not an agent or employee of the Village. Developer shall require its contractors engaged in the construction of the Development to maintain a current Certificate of Insurance on file with the Village in amounts approved by the Village and naming the Village as additional insured. Developer shall also require that its contractors and their subcontractors indemnify, defend, and hold the Village harmless in the manner set forth in this Agreement.

Developer shall indemnify, defend, and hold the Village and its officers, employees, and agents harmless from any claims, judgments, damages, penalties, fines, costs, or loss (including reasonable fees for attorneys, consultants, and experts) that arise as a result of the presence or suspected presence in or on the real property dedicated or conveyed to the Village by, under, pursuant to, or in connection with the Plat or this agreement (including, but not limited to, street right of way and park land) of any toxic or hazardous substances arising from any activity occurring prior to the acceptance of all improvements. Without limiting the generality of the foregoing, the indemnification by the Developer shall include costs incurred in connection with any site investigation or any remedial, removal, or restoration work required by any local, state, or federal agencies because of the presence or suspected presence of toxic or hazardous substances on or under the real property, whether in the soil, groundwater, air, or any other receptor.

- m. Specifications for Improvements. Developer shall abide by all applicable Village ordinances and conditions in effect at the time of approval and in place for the Development by the Village Board, Plan Commission, or the Village's engineers when fulfilling its obligations under this Agreement. Developer shall also fully comply in a timely fashion with all Village ordinances, including zoning, subdivision, and utility-related ordinances.
- n. General Standards. Where standards and/or specifications have not been established by the Village, all work shall be done in accordance with generally established engineering practices, as designated and approved by the Village.
- o. Inspections. The Village may inspect the improvements constructed pursuant to this Agreement at intermittent times as they are constructed and completed and, if acceptable to the Village, certify them as being in compliance with the standards and specifications of the Village. If inspection reveals that any improvements do not conform to Village standards or are otherwise defective, the Village will provide timely notice to Developer. Developer shall have 30 days from issuance of such notice to correct or substantially correct the defect. The Village shall not declare a default under this Agreement during the 30-day correction period on account of any such defect unless it is clear that Developer does not intend to correct the defect or unless the Village determines that

immediate action is required in order to remedy a situation that poses an immediate health or safety threat.

- p. Improvements are Private Unless Dedicated. All improvements constructed by Developer shall remain private unless dedication of any improvement is accepted in writing by the Village Board.
- 3. **Street Repair.** Developer is liable to the Village for any damage to any Village Street caused by construction of the Development. Developer hereby consents pursuant to Wis. Stat. § 66.0703(7)(b) to the Village levying special assessments or special charges if the Village is required to repair or replace all or any portion of a Village Street.
- 4. **Developer to Reimburse Village for Costs Sustained.** Developer shall reimburse the Village for its actual cost of design reviews, inspections, testing, and associated engineering, legal, and other fees relating to the review, approval, and construction of the improvements described in this Agreement. Developer shall also be responsible for paying all fees applicable to the Development in accordance with the Village's ordinances, resolutions, and fee schedules.
- 5. **Waiver of Special Assessment Notice/Hearing.** In accordance with Wis. Stat. § 66.0703(7)(b), Developer and all relevant property owners waive all special assessment notices and hearings pursuant to the provisions of Wis. Stat. § 66.0703.
- 6. **Subdivision Covenants.** A copy of the recording page of the covenants for the Development are attached as recorded at the Washington County Register of Deeds. These covenants may not be amended without recording the changes with the affected properties. The Village of Jackson will not act as an enforcement agent of said covenants.
- 7. **Supplemental General Conditions.**
 - a. No Vested Rights Granted. Except as provided by law, or as expressly provided by this Agreement, no other vested rights in connection with the Development shall inure to the Developer. In addition, the Village does not warrant by this Agreement that the Developer is entitled to approvals of any other nature other than as specified in this Agreement.
 - b. No Waiver. No waiver of any provision of this Agreement shall be deemed or constitute a waiver of any other provision, nor shall it be deemed or constitute a continuing waiver unless expressly provided for by a written amendment to this Agreement signed by both Village and Developer, nor shall the waiver of any default under this Agreement be deemed a waiver of any subsequent default or defaults of the same type. The Village's failure to exercise any right under this Agreement shall not constitute the approval of any wrongful act by the

Developer or the acceptance of any improvement. No Village approval pursuant to this Agreement eliminates the need for other local, state, or federal authorizations relevant to the Development.

- c. Amendment. This Agreement may be amended or modified only by written agreement, signed by both parties.
- d. Default. The Village reserves to itself all remedies available at law or equity as necessary to cure any default by Developer. Remedies shall be cumulative, and the exercise of one shall not preclude the exercise of others.
- e. Entire Agreement. This Agreement, and any written amendments and referenced attachments, hereto, shall constitute the entire agreement between the Village and Developer pertaining to the Development.
- f. Binding Effect. This Agreement is binding upon the parties hereto, as well as their respective heirs, successors and assigns.
- g. Enforcement Attorneys' Fees. If the Village is required to resort to litigation, arbitration, or mediation to enforce the terms of this Agreement, and if the Village substantially prevails on any claim in the litigation, arbitration, or mediation, the Developer shall pay all Village costs, including reasonable attorneys' fees and expert witness fees.
- h. No Assignment. The benefits of this Agreement to the Developer are personal and shall not be assigned without the express, prior written approval of the Village. Such approval may not be unreasonably withheld, but any unapproved assignment is void. Notwithstanding the above, the burdens of this Agreement are personal obligations of the Developer and shall also be binding on the heirs, successors and assigns of the Developer.
- i. Insurance. The Developer shall provide the Village with a certificate of insurance and active insurance naming the Village as an additional insured for the issuance of permits, ongoing operations, and completed operations with minimum commercial general liability coverage of \$2,000,000 per occurrence and \$5,000,000 general aggregate together with workers' compensation and employers' liability in the amount of \$500,000 for each accident. Such insurance must be maintained for a period of not less than twelve months after the acceptance of the project and completion of all work described in this agreement. Insurance must be provided by an insurance company authorized to do business in the State of Wisconsin and must have an AM Best rating at the time of inception of the policy of A- or better. Developer must also require their contractors and subcontractors to provide insurance no less than above,

including additional insured provisions protecting the Village for ongoing and completed operations.

- j. Sovereign Immunity. Nothing contained in this Agreement constitutes a waiver of the Village's sovereign immunity under Wisconsin law.
- k. Disclaimer of Personal Liability of Public Officials. Under no circumstances shall any Village official, officer, employee or agent (together "Village") have any personal liability arising out of this Agreement, and no party shall seek or claim any such personal liability. Furthermore, the Village shall have no obligation or liability for any obligations or responsibility to any lending institution, contractor or subcontractor or any other party retained by the Developer in the performance of its obligations and responsibilities under the terms and conditions of this Agreement. The Developer specifically agrees that no representation, statements, assurances or guarantees will be made by the Developer to any third party or by any third party that is contrary to this provision.
- l. Developer Representations and Warranties. Developer represents and warrants to the Village (a) that it is a corporation duly organized and existing under the laws of the State of Wisconsin and that all proceedings of the Developer necessary to authorize the negotiation and execution of this Agreement, and the consummation of the transaction contemplated by this Agreement, have been taken in accordance with applicable law, and (b) that all documents required to be executed and delivered by the Developer have been duly and validly authorized, executed and delivered and will be enforceable against the Developer in accordance with their terms, except as limited by bankruptcy, insolvency or other similar laws of general application affecting the enforcement of creditors' rights.
- m. Severability. If any part, term, or provision of this Agreement is held by a court of competent jurisdiction to be illegal or otherwise unenforceable, such illegal or unenforceable part, term or provision shall not affect the validity of any other part, term or provision and the rights of the parties will be construed as if the part, term or provision was never included in this Agreement.
- n. Recording. The parties agree that this Agreement shall be recorded with the Washington County Register of Deeds. The Developer shall reimburse the Village for the cost of recording this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the dates set forth below.

Dated this _____ day of _____, 2025.

{MAPLE FIELDS – PHASE 3 DEVELOPMENT AGREEMENT}
{Page 9 of 10}

VILLAGE OF JACKSON

By: _____
Brian J. Heckendorf, Village President

STATE OF WISCONSIN)
) ss.
COUNTY OF WASHINGTON)

Personally came before me this _____ day of _____, 2025, Jackie Schuh, Village Clerk of the Village of Jackson, to me known to be the person who executed this instrument.

Notary Public – State of Wisconsin
My Commission: _____

(signatures continue on next page)

Dated this _____ day of _____, 2025.

MAPLE FIELDS, INC. Its sole member,

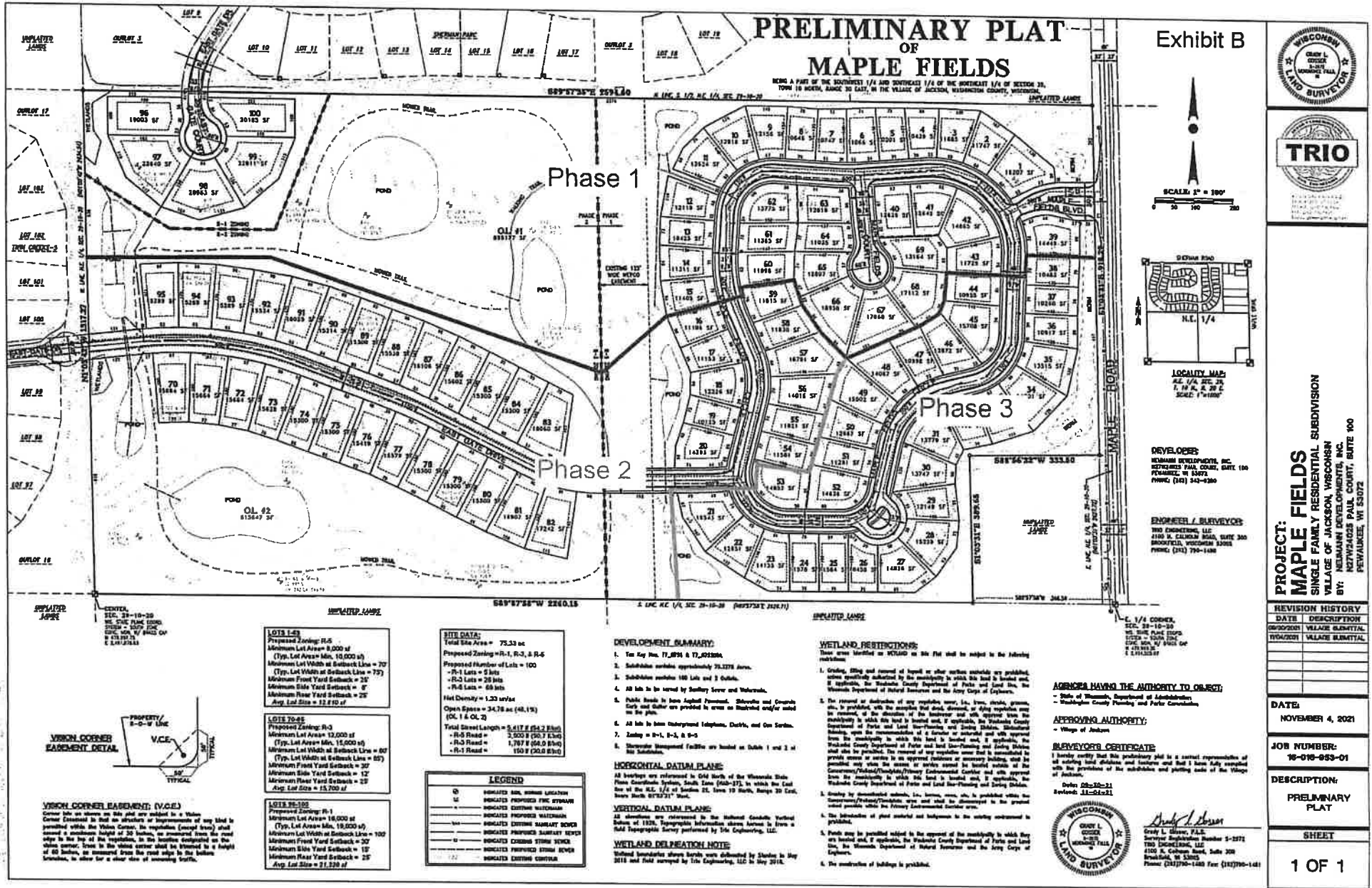
By: _____
Bryan Lindgren, President

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me this _____ day of _____, 2025,
_____, to me known to be the person who executed this instrument.

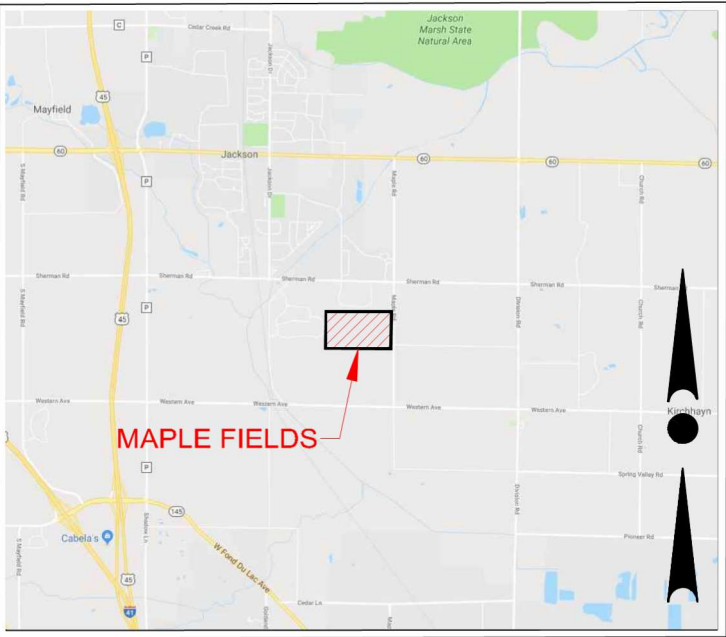
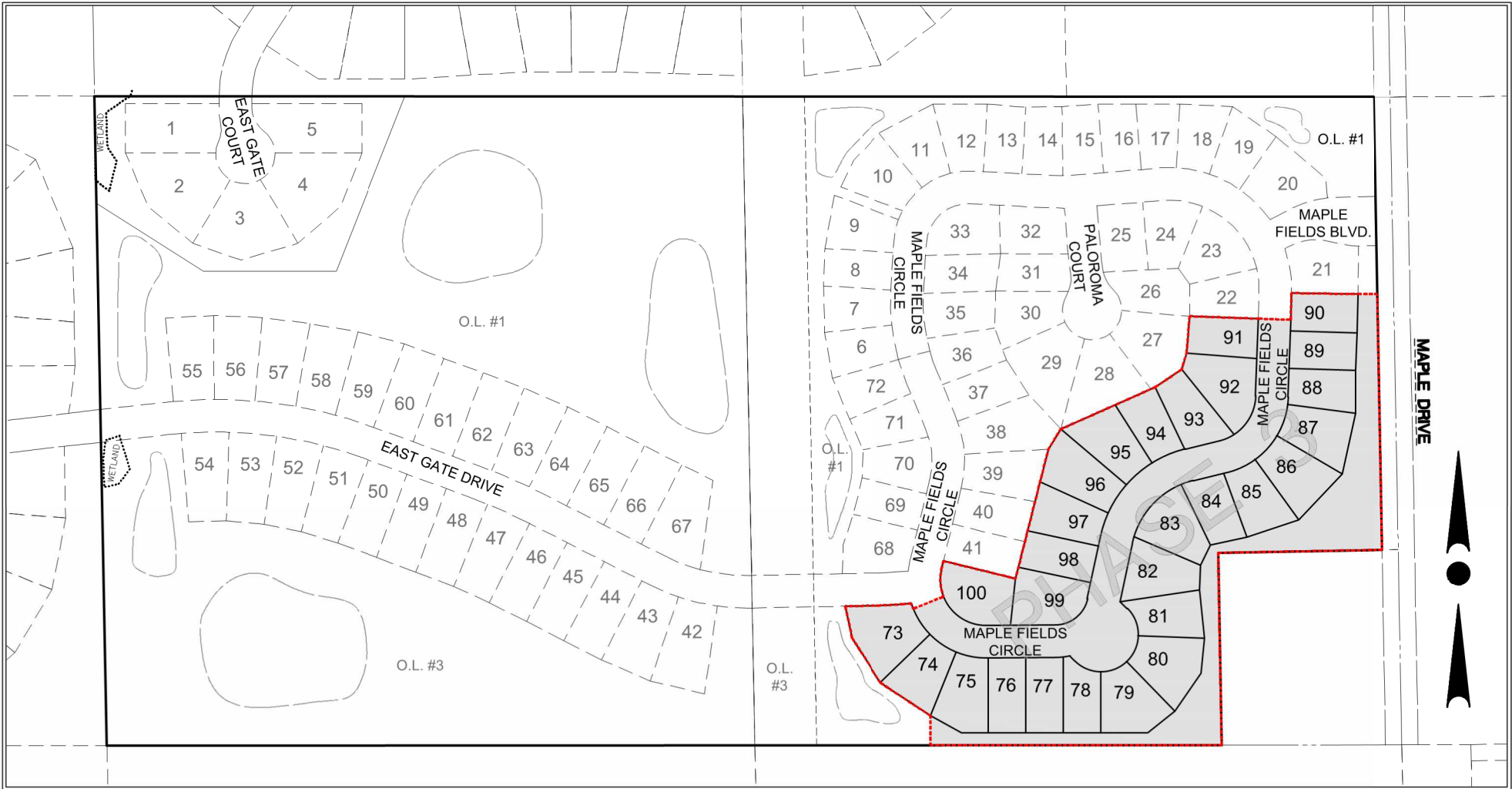
Notary Public – State of Wisconsin
My Commission: _____

Exhibit A

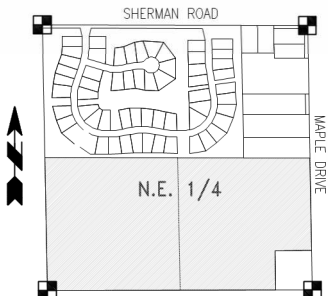


GENERAL NOTES

1. THE LATEST EDITIONS OF THE FOLLOWING DOCUMENTS AND ANY SUPPLEMENTS THERETO, SHALL GOVERN ALL CONSTRUCTION ITEMS ON THIS PLAN UNLESS OTHERWISE NOTED.
- STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN, 6TH EDITION (SSSWCW)
 - THE WISCONSIN D.O.T. STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION, LATEST EDITION
 - WDNR STORMWATER RUNOFF TECHNICAL STANDARDS.
 - WISDOT PAL APPROVED EROSION CONTROL MEASURES LIST, LATEST EDITION.
 - VILLAGE OF JACKSON TECHNICAL STANDARDS.
2. THE CONTRACTOR SHALL TAKE ALL MEASURES NECESSARY TO MINIMIZE EROSION, WATER POLLUTION AND SILTATION CAUSED BY CONSTRUCTION OF THIS PROJECT. EROSION CONTROL MEASURES SHALL BE IN ACCORDANCE WITH WISCONSIN DEPARTMENT OF NATURAL RESOURCES TECHNICAL STANDARDS.
3. EROSION CONTROL PLAN: PRIOR TO BEGINNING WORK, AN APPROVED EROSION CONTROL PLAN WILL BE PROVIDED BY THE ENGINEER. THE CONTRACTOR IS RESPONSIBLE FOR PROPERLY IMPLEMENTING THE APPROVED PLAN.
4. THE CONTRACTOR SHALL FIELD VERIFY THE ELEVATIONS OF THE BENCHMARKS PRIOR TO COMMENCING WORK. THE CONTRACTOR SHALL ALSO FIELD VERIFY LOCATION, ELEVATION AND SIZE OF EXISTING UTILITIES, AND VERIFY FLOOR, CURB OR PAVEMENT ELEVATIONS WHERE MATCHING INTO EXISTING WORK. THE CONTRACTOR SHALL FIELD VERIFY HORIZONTAL CONTROL BY REFERENCING SHOWN COORDINATES TO KNOWN PROPERTY LINES. NOTIFY ENGINEER OF DISCREPANCIES IN EITHER VERTICAL OR HORIZONTAL CONTROL PRIOR TO PROCEEDING WITH WORK.
5. THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO BEGINNING CONSTRUCTION (CALL DIGGERS HOTLINE AT 800-242-8511). COST OF REPLACEMENT OR REPAIR OF EXISTING UTILITIES DAMAGED AS A RESULT OF THE CONTRACTOR'S OPERATION SHALL BE THE CONTRACTOR'S RESPONSIBILITY.
6. EXISTING UTILITY INFORMATION IS SHOWN FROM SURVEY WORK, FIELD OBSERVATIONS, AVAILABLE PUBLIC RECORDS, AND AS-BUILT DRAWINGS. EXACT LOCATIONS AND ELEVATIONS OF UTILITIES SHALL BE DETERMINED PRIOR TO INSTALLING NEW WORK. EXCAVATE TEST PITS AS REQUIRED.
7. PROPERTY CORNERS SHALL BE CAREFULLY PROTECTED UNTIL THEY HAVE BEEN REFERENCED BY A PROFESSIONAL LAND SURVEYOR. PROPERTY MONUMENTS DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE.
8. ENGINEER SHALL BE NOTIFIED 48 HOURS IN ADVANCE OF PERFORMING ANY CONSTRUCTION.
9. ALL TRENCHING SHALL BE PERFORMED ACCORDING TO OSHA STANDARDS.
10. ALL ITEMS SHALL INCLUDE ALL THE NECESSARY MATERIALS AND LABOR TO COMPLETE THE ITEM IN PLACE.
11. THE CONTRACTOR SHALL CLEAN ALL ADJACENT STREETS OF ANY SEDIMENT OR DEBRIS BY SWEEPING BEFORE THE END OF THE WORKING DAY OR AS REQUIRED BY THE CITY OF PEWAUKEE.
12. THE CONTRACTOR MUST AND IS REQUIRED TO NOTIFY THE VILLAGE OF JACKSON SEWER AND WATER UTILITY A MINIMUM OF 48 HOURS IN ADVANCE OF WATER MAIN FILLING, WATER MAIN FLUSHING, WATER MAIN TESTING AND WATER MAIN CONNECTIONS. NO CONNECTION SHALL BE MADE TO THE EXISTING WATER SYSTEM UNTIL SAFE SAMPLES FROM THE NEW MAIN HAVE BEEN OBTAINED.



LOCATION MAP
NOT TO SCALE



LOCALITY MAP:
N.E. 1/4, SEC. 29, T. 10 N., R. 20 E.
SCALE: 1"=2000'

SITE PLAN
SCALE: 1" = 150'

SHEET INDEX

CIVIL	
T1	- COVER SHEET
C1.0	- OVERALL INTERIM GRADING PLAN
C1.1-C1.2	- INTERIM GRADING PLANS
C1.0M	- OVERALL MASTER GRADING PLAN
C1.1M-C1.2M	- MASTER GRADING PLANS
C2.0	- EROSION CONTROL PLAN
C3.0	- OVERALL SANITARY SEWER & WATER MAIN PLAN
C3.1-C3.3	- SANITARY SEWER & WATER MAIN PLAN & PROFILE
C4.0	- OVERALL STORM SEWER PLAN
C4.1-C4.2	- ROAD CENTERLINE & STORM SEWER PLAN & PROFILE
C4.3	- STORM SEWER PLAN & PROFILE
C5.0	- INTERSECTION DETAIL
C6.0-C6.1	- NOTES & DETAILS

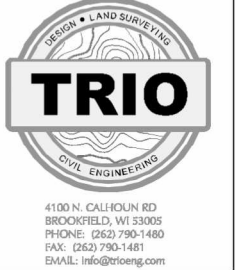
DEVELOPER:
NEUMANN DEVELOPMENTS, INC.
N27W24025 PAUL COURT, SUITE 100
PEWAUKEE, WI 53072
PHONE: (262) 542-9200
FAX: (262) 349-9324

ENGINEER / SURVEYOR:
TRIO ENGINEERING, LLC
4100 N. CALHOUN RD., SUITE 300
BROOKFIELD, WISCONSIN 53005
PHONE: (262) 790-1480
FAX: (262) 790-1481



CONTRACTOR IS REQUIRED TO CONTACT DIGGERS HOTLINE TOLL FREE TO OBTAIN LOCATION OF UNDERGROUND UTILITIES PRIOR TO COMMENCING THE WORK. WISCONSIN STATUTE 182.0715 REQUIRES MIN. OF 3 WORK DAYS NOTICE BEFORE YOU EXCAVATE.
CALL DIGGERS HOTLINE 1-800-242-8511

NOTE:
EXISTING UNDERGROUND UTILITY INFORMATION WAS OBTAINED FROM AVAILABLE RECORDS. THE ENGINEER MAKES NO GUARANTEE AS TO THE ACCURACY OF THIS INFORMATION. VERIFICATION TO THE SATISFACTION OF THE CONTRACTOR OF ALL UNDERGROUND UTILITIES, WHETHER OR NOT SHOWN ON THE PLANS, SHALL BE ASSUMED AS A CONDITION OF THE CONTRACT. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES BETWEEN LOCATION OF UTILITIES IN THE FIELD AND LOCATIONS SHOWN ON THE PLANS.



PROJECT:
MAPLE FIELDS - PHASE 3
SINGLE FAMILY RESIDENTIAL SUBDIVISION
VILLAGE OF JACKSON, WISCONSIN
BY: NEUMANN DEVELOPMENTS, INC.
N27W24025 PAUL COURT, SUITE 100
PEWAUKEE, WI 53072

REVISION HISTORY	
DATE	DESCRIPTION
11/08/2024	PHASE 3 CIVIL PLANS
09/20/2025	VILLAGE COMMENTS

DATE:
MARCH 20, 2025

JOB NUMBER:
16016

DESCRIPTION:
COVER SHEET

SHEET
T1

Maple Fields Phase 3 Pre-Construction Schedule 05/06/25																
		2025										2026				
#	TASK	March	April	May	June	July	Aug	Sept	Oct	Nov		May	June	July	Aug	Sept
1	Pre-Construction Meeting															
2	Silt Fence / Clearing / Tracking Pad															
3	Strip Topsoil															
4	Mass Grading - Roadways & Ponds															
5	Sanitary Sewer															
6	Sanitary Sewer Laterals															
7	Water Main Extension															
8	Water Laterals															
13	Storm Sewer															
9	Pond Clay Liners															
10	Topsoil Respread - Ponds															
11	Stabilize Ponds and Drainage Swales															
12	Finish Grading - Lots															
14	Grade Roads & Re-Spread Spoils															
15	Topsoil Respread & Stabilize- Pads															
16	Proof Roll Roadways															
17	Stone for Road Base															
18	Curbs															
19	Backfill Curbs															
20	Fine Grade & Paving (binder course)															
21	Sidewalks															
22	Gas Installation															
26	Electrical Installation															
27	Topsoil & Stabilize ROW															
Phase 2 - Final Lift (2025)																
1	Milling															
2	Curb Replacements/Interim Inlets															
3	Adjustments															
4	Asphalt paving															
Phase 3 - Final Lift (2026)																
1	Milling															
2	Curb Replacements/Interim Inlets															
3	Adjustments															
4	Asphalt paving															

Scheduled Task 
Completed Task 

Exhibit D

Document # 1573768
WASHINGTON COUNTY WISCONSIN
2023-01-06 12:45:00 PM

Sharon A. Martin
SHARON A MARTIN
WASHINGTON COUNTY
REGISTER OF DEEDS
Fee: \$30.00

***The above recording information verifies
this document has been electronically recorded***
Returned to **Frontier Title and Closing Services, LLC**
Pages: 32

DECLARATION OF PROTECTIVE COVENANTS OF MAPLE FIELDS

THIS DECLARATION OF PROTECTIVE COVENANTS OF MAPLE FIELDS (the "**Declaration**") is made and entered this 6th day of January, 2023, by MAPLE FIELDS, LLC, a Wisconsin limited liability company ("**Declarant**").

RECITALS

WHEREAS, Declarant owns the real estate located in the Village of Jackson, Washington County, Wisconsin, as more particularly described on Exhibit A attached hereto and incorporated herein by this reference (the "**Property**").

WHEREAS, upon approval and recording of the plat for the Subdivision (as hereinafter defined), the initial phase of the Subdivision will be a platted subdivision consisting of Thirty-Five (35) single family lots and One (1) out-lot, as more particularly described on Exhibit A and as depicted on Exhibit B, as they are attached hereto and incorporated herein.

WHEREAS, when fully expanded, the Declarant anticipates that the lots created now or in the future in the Subdivision will be grouped in physical proximity and organized around different sets of building styles, with each such group known as a "Community". The Declarant anticipates that the Subdivision will eventually consist of up to two (2) communities, to be known as The Villas at Maple Fields ("**The Villas**") and The Estates at Maple Fields ("**The Estates**"). By this Declaration, the Declarant desires to impose restrictions on two (2) communities in Phase I, which includes portions of The Villas and The Estates, and to provide for the future inclusion of additional portions of The Villas and The Estates.

WHEREAS, at the time of this Declaration, the Declarant desires to subject Phase I of the Subdivision, to the covenants, conditions, restrictions, reservations, and easements hereinafter set forth, for the benefit of the Subdivision as a whole, and for the benefit of each Lot Owner (as hereinafter defined).

DECLARATION

NOW, THEREFORE, Declarant, as fee owner of the Property, hereby declares that Phase I of the Subdivision and all portions thereof shall be used, held, leased, transferred, sold, and conveyed subject to the covenants, conditions, restrictions, reservations and easements hereinafter set forth, which shall inure to the benefit of and shall pass with each Lot (as hereinafter defined) as covenants running with the land and shall apply to and bind all successors in interest, users and owners.

Name and Return Address:

Maple Fields, LLC
c/o Neumann Developments
N27 W24025 Paul Court, Suite 100
Pewaukee, WI 53072
ATTN: Bryan Lindgren

Tax Key No(s). See Exhibit A



Public Improvements Letter of Credit

	Public Works			
	Original \$	Prior Completed	Current Completed	Balance
Sanitary Sewer				
8" PVC SDR-35 Sanitary Sewer Main (Granular Backfill)	135,516.00			\$ 135,516.00
6" PVC SDR-35 Sanitary Lateral	141,568.00			\$ 141,568.00
48" Dia. Sanitary Manhole	28,200.00			\$ 28,200.00
Connection to Existing Sanitary Sewer	1,000.00			\$ 1,000.00
Sub-Total:	306,284.00			306,284.00
Water Main				
8" PVC C-900 Class 235 Water Main (Granular Backfill)	110,880.00			\$ 110,880.00
8" Gate Valve w/ Valve Box	6,000.00			\$ 6,000.00
Hydrant Assembly w/ 6" Valve	13,000.00			\$ 13,000.00
1 1/2" Poly Water Service Line & Curb Stops	72,940.00			\$ 72,940.00
Connect to Existing Water	1,500.00			\$ 1,500.00
Sub-Total:	204,320.00			204,320.00
Storm Sewer				
12" RCP Storm Sewer	18,744.00			\$ 18,744.00
15" RCP Storm Sewer	17,640.00			\$ 17,640.00
18" RCP Storm Sewer	1,425.00			\$ 1,425.00
24" RCP Storm Sewer	25,201.00			\$ 25,201.00
6" Sump Collector	19,475.00			\$ 19,475.00
6" PVC (sump laterals)	16,550.00			\$ 16,550.00
Sump Clean Out	20,400.00			\$ 20,400.00
2x3 Precast Inlets w/Frame & Grate	20,800.00			\$ 20,800.00
48" Dia. Precast Manhole (w/ sump)	19,600.00			\$ 19,600.00
24" Pipe End Section	1,500.00			\$ 1,500.00
Sub-Total:	161,335.00			161,335.00
Curb, Gutter, Roadways, Lighting, Street Trees				
9" Crushed Limestone Traffic Bond Base Course	54,079.50			\$ 54,079.50
30" Vertical Face Curb	58,776.75			\$ 58,776.75
Bituminous Asphalt Pvmnt. (Binder Course)	54,810.00			\$ 54,810.00
Base Stone & Concrete Sidewalk 5"	85,030.00			\$ 85,030.00
				\$ -
Milling, Paving Rings & Interim Inlets	27,511.00			\$ 27,511.00
Bituminous Asphalt Pvmnt. (Surface Course)	43,717.50			\$ 43,717.50
Street Lights - by WE Energies (paid by NDI)	20,000.00			\$ 20,000.00
Street Trees (all phases of project)	40,000.00			\$ 40,000.00
Sub-Total:	\$ 383,924.75			\$ 383,924.75
Sanitary, Water & Storm LOC:	\$ 1,055,863.75			\$ 1,055,863.75
15% Mark-up	\$ 158,379.56			\$ 158,379.56
Total LOC Amount	\$ 1,214,243.31			\$ 1,214,243.31

MEMO

DATE 5/15/2023

TO	FROM	REGARDING
To: Parks and Recreation Commission	Tyler Mentzel Jackson Parks & Recreation Director tyler.mentzel@villageofjacksonwi.gov Phone Ext: (262) 677-9665 x113	Rental Request – Jackson Community Center – Democratic Part of Washington County - Fundraiser

The Jackson Community Center has received a rental request from the **Democratic Party of Washington County** to host a **fundraising event** on **Saturday, October 4, 2025**, from **5:00 p.m. to 10:00 p.m.** in the **Community Center Gym**.

Policy Requirement:

Per Village policy, any political meetings and/or fundraising events require approval from both the **Village Clerk** and the **Village Board**.

Event Details:

- **Estimated Attendance:** 100–125 participants
- **Admission:** Free to attend
- **Activities:** Donations, silent auction, and complimentary beer service (no charge)
- **History:** This event has been held in the past and has become a recurring annual fundraiser

Recommendation:

Staff recommend approval of the rental request for the event.

Thank you,

Tyler Mentzel
Jackson Parks and Recreation Director



Drinking Water Report

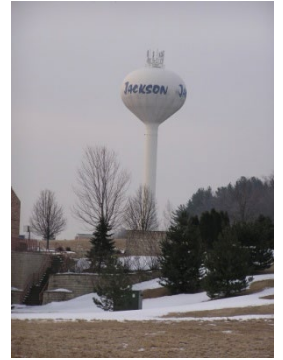
2024 Consumer Confidence Report

Jackson Water Utility

W194 N16660 Eagle Dr

Jackson, WI. 53037

jeff.kreutzinger@villageofjacksonwi.gov



The Jackson Water Utility is pleased to provide you with the 2024 Drinking Water Report. We want to keep you informed about the quality of water and services that are delivered to you every day. We are committed to serving our users by meeting the daily challenges of providing a safe and adequate supply of water in all circumstances.

WATER SOURCE - 100% ground water, obtained from five (5) active producing wells, which two (2) of the wells are artesian flowing. Other facilities include two (2) water towers for a combined storage capacity of 750,000 gallons and one (1) booster station. The utility uses chlorine as a disinfecting agent and adds a blended phosphate to the drinking water. This blend of phosphates is a sequestering agent used to control red water, discoloration, scale deposits, and corrosion of watermains, service lines and plumbing. Phosphorus is a major component in a person's diet and is found in almost all foods. The National Sanitation Foundation and the Underwriters Laboratories approve this food grade formula for use in public drinking water. The utility also maintains a total of approximately 52 miles of water main and 3719 customers connected to those mains. In 2024, the water utility pumped a total of 233 million gallons of water.

HEALTH and EDUCATION – The sources of drinking water, both tap water and bottled water, include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels through the ground, it dissolves naturally occurring minerals, and in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity. All sources of drinking water are subject to potential contamination by constituents that are naturally occurring or are manmade. Those constituents can be microbes, organic or inorganic chemicals, or radioactive materials. Please remember that the presence of these constituents does not necessarily pose a health risk. The *Jackson Water Utility* routinely monitors for constituents in your drinking water according to Federal and State laws. The following table shows the results of our monitoring as of December 31st, 2024. All drinking water may be reasonably expected to contain at least small amounts of some constituents. Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbiological contaminants are available from the Safe Drinking Water Hotline 1-800-426-4791.

WATER SYSTEM INFORMATION AND OPPORTUNITIES FOR INPUT - The Jackson Water Utility is pleased to report that the drinking water is safe and meets federal and state requirements. If you have any questions about this report or your water utility, please contact *Jack Straehler, Director of Public Works* or *Jeff Kreutzinger, Water/Sewer Superintendent* at 262-677-0707 ext 714. The Jackson Water Utility wants the valued customers to be informed about their water utility. In the continuing efforts to maintain a safe and dependable water supply, there may be times necessary to make improvements to the water system. The costs of these improvements may be reflected in the rate structure. Rate adjustments may be necessary in order to address these improvements. Also, you are invited to attend any of our regularly scheduled Village Board meetings. Village board meets the second Tuesday of each month at 7:30 PM, and the Board of Public Works meets the last Tuesday of each month at 6:00 PM.

Thank you for allowing the Jackson Water Utility to continue providing you with clean, quality water. The Jackson Water Utility works around the clock to provide top quality water to every tap. We ask that all our customers help us protect our water sources, which is the heart of our community, our way of life and our children's future.

DEFINITIONS - In this table you will find many terms and abbreviations you might not be familiar with. To help you better understand these terms we've provided the following definitions:

Non-Detects (ND) - laboratory analysis indicates that the constituent is not present.

Parts per million (ppm) or Milligrams per liter (mg/l) - one part per million corresponds to one minute in two years or a single penny in \$10,000.

Parts per billion (ppb) or Micrograms per liter (ug/l) - one part per billion corresponds to one minute in 2,000 years, or a single penny in \$10,000,000.

Parts per trillion (ppt) or Nanograms per liter (nanograms/l) - one part per trillion corresponds to one minute in 2,000,000 years, or a single penny in \$10,000,000,000.

Parts per quadrillion (ppq) or Picograms per liter (picograms/l) - one part per quadrillion corresponds to one minute in 2,000,000,000 years or one penny in \$10,000,000,000,000.

Picocuries per liter (pCi/L) - picocuries per liter is a measure of the radioactivity in water.

Millirems per year (mrem/yr) - measure of radiation absorbed by the body.

Million Fibers per Liter (MFL) - million fibers per liter is a measure of the presence of asbestos fibers that are longer than 10 micrometers.

Nephelometric Turbidity Unit (NTU) - nephelometric turbidity unit is a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

Action Level (AL) the concentration of a contaminant, which, if exceeded, triggers treatment or other requirements that a water system must follow.

Treatment Technique (TT) - (mandatory language) A treatment technique is a required process intended to reduce the level of a contaminant in drinking water.

Maximum Contaminant Level - (mandatory language) The "Maximum Allowed" (MCL) is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

Maximum Contaminant Level Goal - (mandatory language) The "Goal"(MCLG) is the level of a contaminant in drinking water below that there is no known or expected risk to health. MCLG's allow for a margin of safety.

Maximum residual disinfectant level – (MRDL) The highest level of disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfection is necessary for control of microbial contaminants.

Maximum residual disinfectant level goal – (MRDLG) The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLG's do not reflect the benefits of the use of disinfectants to control microbial contaminants.

MCL's are set at very stringent levels. To understand the possible health effects described for many regulated constituents, a person would have to drink 2 liters of water every day at the MCL level for a lifetime to have a one-in-a-million chance of having the described health effect.

Total Coliform: The Total Coliform Rule (TCR) requires water systems to meet a stricter limit for coliform bacteria. Coliform bacteria are usually harmless, but their presence in water can be an indication of disease-causing bacteria. When coliform bacteria are found, special follow-up tests are done to determine if harmful bacteria are present in the water supply. If this limit is exceeded, the water supplier must notify the public by newspaper, television or radio. To comply with the stricter regulation, we have increased the average amount of chlorine in the distribution system.

Nitrates: As a precaution we always notify physicians and health care providers in this area if there is ever a higher than normal level of nitrates in the water supply.

Lead: Lead in drinking water is rarely the sole cause of lead poisoning, but it can add to a person's total lead exposure. All potential sources of lead in the household should be identified and removed, replaced or reduced.

Hardness: Water described as "hard" is high in dissolved minerals, specifically calcium and magnesium. Hard water is not a health risk, but a nuisance because of mineral buildup on plumbing fixtures and poor soap and/or detergent performance.

What is the hardness level of Jackson's Municipal Water System? Jackson's water hardness is 22 grains/gallon or 380 parts/million; the iron content is 0.4 milligrams per liter or 1/2 part/million.

Detected Contaminants

Your water was tested for many contaminants last year. We are allowed to monitor for some contaminants less frequently than once a year. The following tables list only those contaminants which were detected in your water. If a contaminant was detected last year, it will appear in the following tables without a sample date. If the contaminant was not monitored last year, but was detected within the last 5 years, it will appear in the tables below along with the sample date.

Disinfection Byproducts

Contaminant (units)	Site	MCL	MCLG	Level Found	Range	Sample Date (if prior to 2024)	Violation	Typical Source of Contaminant
HAA5 (ppb)	B-11	60	60	2	2		No	By-product of drinking water chlorination
TTHM (ppb)	B-11	80	0	3.1	3.1		No	By-product of drinking water chlorination

Inorganic Contaminants

Contaminant (units)	Site	MCL	MCLG	Level Found	Range	Sample Date (if prior to 2024)	Violation	Typical Source of Contaminant
ARSENIC (ppb)		10	n/a	7	2 - 7	9/11/2023	No	Erosion of natural deposits; Runoff from orchards; Runoff from glass and electronics production wastes
BARIUM (ppm)		2	2	0.079	0.066 - 0.079	9/11/2023	No	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits
FLUORIDE (ppm)		4	4	0.2	0.2 - 0.2	9/11/2023	No	Erosion of natural deposits; Water additive which promotes strong teeth; Discharge from fertilizer and aluminum factories

Contami- nant (units)	Site	MCL	MCLG	Level Found	Range	Sample Date (if prior to 2024)	Vio- la- tion	Typical Source of Contaminant
NICKEL (ppb)		100		1.4000	0.0000 - 1.4000	9/11/2023	No	Nickel occurs naturally in soils, ground water and surface waters and is often used in electroplating, stainless steel and alloy products.
NITRATE (N03-N) (ppm)		10	10	2.80	0.00 - 2.80	9/11/2023	No	Runoff from fertilizer use; Leach- ing from septic tanks, sewage; Ero- sion of natural deposits
SODIUM (ppm)		n/a	n/a	21.00	8.40 - 21.00	9/11/2023	No	n/a

Contami- nant (units)	Action Level	MCLG	90th Per- centile Level Found	# of Results	Sample Date (if prior to 2024)	Vio- la- tion	Typical Source of Contami- nant
COPPER (ppm)	AL=1.3	1.3	0.5300	0 of 20 results were above ac- tion level.		No	Corrosion of household plumb- ing systems; Erosion of natural deposits; Leaching from wood preservatives
LEAD (ppb)	AL=15	0	2.40	1 of 20 results were above the action level.		No	Corrosion of household plumb- ing systems; Erosion of natural deposits

Radioactive Contaminants

Contaminant (units)	Site	MCL	MCLG	Level Found	Range	Sample Date (if prior to 2023)	Viola- tion	Typical Source of Contaminant
GROSS ALPHA, EXCL. R & U (pCi/l)		15	0	2.1	0.0 - 2.1	9/15/2020	No	Erosion of natural deposits
RADIUM, (226 + 228) (pCi/l)		5	0	1.3	0.0 - 1.3	9/15/2020	No	Erosion of natural deposits
COMBINED URA- NIUM (ug/l)		30	0	0.6	0.0 - 0.6	10/19/2020	No	Erosion of natural deposits

Additional Health Information

While your drinking water meets USEPA's standard for **arsenic**, it does contain low levels of arsenic. USEPA's standard balances the current understanding of arsenic's possible health effects against the costs of removing arsenic from drinking water. USEPA continues to research the health effects of low levels of arsenic, which is a mineral known to cause cancer in humans at high concentrations and is linked to other health effects such as skin damage and circulatory problems.

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Jackson Waterworks is responsible for providing high quality drinking water but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at www.epa.gov/safewater/lead.

Other Compliance

Other Drinking Water Regulations Violations

Description of Violation	Date of Violation	Date Violation Resolved
Failed to develop an initial inventory for service line materials that meets federal requirements	10/17/2024	

Actions Taken

The Village of Jackson Water Utility continues to update the service line materials list.

Exposure to lead in drinking water can cause serious health effects in all age groups. Infants and children can have decreases in IQ and attention span. Lead exposure can lead to new learning and behavior problems or exacerbate existing learning and behavior problems. The children of women who are exposed to lead before or during pregnancy can have increased risk of these adverse health effects. Adults can have increased risks of heart disease, high blood pressure, kidney or nervous system problems.

Copper is an essential nutrient, but some people who drink water containing copper in excess of the action level over a relatively short amount of time could experience gastrointestinal distress. Some people who drink water containing copper in excess of the action level over many years could suffer liver or kidney damage. People with Wilsons Disease should consult their personal doctor.

Unregulated Contaminants

Unregulated contaminants are those for which EPA has not established drinking water standards. The purpose of unregulated contaminant monitoring is to assist EPA in determining the occurrence of unregulated contaminants in drinking water and whether future regulation is warranted. EPA required us to participate in this monitoring.

Contaminant (units)	Level Found	Range	Sample Date (if prior to 2024)
Lithium (ppb)	9.9	9.0– 9.9	

We are required to monitor your drinking water for specific contaminants on a regular basis. Results of regular monitoring are an indicator of whether or not your drinking water meets health standards. During the compliance period noted in the above table, we did not complete all monitoring or testing for the contaminant(s) noted, and therefore cannot be sure of the quality of your drinking water during that time.

RESOLUTION #25-19

A RESOLUTION ADOPTING THE 2024 COMPLIANCE MAINTENANCE ANNUAL REPORT FOR THE JACKSON WASTEWATER TREATMENT FACILITY

WHEREAS, the State of Wisconsin Department of Natural Resources requires a Compliance Maintenance Annual Report for the Village of Jackson Wastewater Treatment Plant; and

WHEREAS, the Village of Jackson Wastewater Treatment Plant Superintendent, the Village's Director of Public Works, the Village Clerk and the Village Treasurer have completed the necessary information requested in the annual report;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Jackson, Washington County, Wisconsin, does hereby resolve that the Village Board has reviewed the Compliance Maintenance Annual Report, and has approved it for submission.

Introduced by: _____

Seconded by: _____

Vote: _____ Aye _____ Nay

Passed and Approved: _____

Brian J. Heckendorf – Village President

Attest: _____
Jacqueline Schuh- Village Clerk

Proof of Posting:

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

Village Official

Date

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:

5/13/2025

2024

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	1.3374	x	304	x	8.34	=	3,389
February	1.4403	x	249	x	8.34	=	2,987
March	1.5019	x	218	x	8.34	=	2,735
April	1.4270	x	221	x	8.34	=	2,636
May	1.3252	x	220	x	8.34	=	2,437
June	1.5437	x	185	x	8.34	=	2,386
July	1.1458	x	271	x	8.34	=	2,588
August	1.0274	x	316	x	8.34	=	2,708
September	0.8843	x	325	x	8.34	=	2,398
October	0.7955	x	302	x	8.34	=	2,004
November	0.9970	x	260	x	8.34	=	2,160
December	0.9358	x	310	x	8.34	=	2,419

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	1.875	x	90	=	1.6875
		x	100	=	1.875
Design BOD, lbs/day	2980	x	90	=	2682
		x	100	=	2980

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	1	1
February	1	0	0	1	1
March	1	0	0	1	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	1	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	4	2
Points		0	0	12	4
Total Number of Points					16

16

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:

5/13/2025

2024

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)

2024-12-02

☐ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

☒ Yes

☐ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

☐ Yes

☒ No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks

Holding Tanks

Grease Traps

☒ Yes

☒ Yes

☐ Yes

☐ No

☐ No

☒ No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

☒ Yes

73,750

gallons

☐ No

Holding Tanks

☒ Yes

13,280,302

gallons

☐ No

Grease Traps

☐ Yes

gallons

☒ No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

The plant response well to hauled waste.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

☐ Yes

☒ No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:
5/13/2025 **2024**

☐ Yes ☒ No If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.	
--	--

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:

5/13/2025

2024

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	17	15.3	6	1	0	0
February	17	15.3	6	1	0	0
March	17	15.3	7	1	0	0
April	17	15.3	6	1	0	0
May	12	10.8	5	1	0	0
June	12	10.8	4	1	0	0
July	12	10.8	4	1	0	0
August	12	10.8	3	1	0	0
September	12	10.8	5	1	0	0
October	12	10.8	5	1	0	0
November	17	15.3	4	1	0	0
December	17	15.3	4	1	0	0

* Equals limit if limit is ≤ 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)

2024-12-02

- ☐ No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

No problems.

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

- ☐ Yes

- ☒ No

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:
5/13/2025 **2024**

If Yes, please explain: 4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test? ☐ Yes ☒ No If Yes, please explain: 4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity? ☐ Yes ☐ No ☒ N/A Please explain unless not applicable:	
--	--

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	12	10.8	2	1	0	0
February	12	10.8	2	1	0	0
March	12	10.8	3	1	0	0
April	12	10.8	3	1	0	0
May	12	10.8	3	1	0	0
June	12	10.8	4	1	0	0
July	12	10.8	3	1	0	0
August	12	10.8	2	1	0	0
September	12	10.8	3	1	0	0
October	12	10.8	4	1	0	0
November	12	10.8	2	1	0	0
December	12	10.8	2	1	0	0

* Equals limit if limit is <= 10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:		7	3
Exceedances		0	0
Points		0	0
Total Number of Points			

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.
Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

0

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:

5/13/2025

2024

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceed ance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceed ance
January	7	14	.178	0	.12	.16	.14	.138	0
February	7	14	.442	0	.473	.54	.3	.475	0
March	7	14	.437	0	.505	.5	.23	.573	0
April	4.3	8.5	.142	0	.208	.15	.103	.118	0
May	5.7	7.4	.114	0	.088	.088	.125	.143	0
June	3.9	5	.156	0	.088	.313	.165	.085	0
July	3.9	5	.826	0	.083	.138	.26	1.34	0
August	3.9	5	.495	0	1.3	.353	.165	.255	0
September	3.9	5	.123	0	.105	.12	.15	.12	0
October	4.3	8.4	.183	0	.165	.163	.188	.118	0
November	7	13	.121	0	.238	.068	.065	.115	0
December	7	12	.169	0	.258	.073	.085	.305	0
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

--

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:
5/13/2025 **2024**

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	.85	0.631	1	0
February	.85	0.547	1	0
March	.85	0.597	1	0
April	.85	0.521	1	0
May	.85	0.591	1	0
June	.85	0.618	1	0
July	.85	0.621	1	0
August	.85	0.646	1	0
September	.85	0.686	1	0
October	.85	0.776	1	0
November	.85	0.734	1	0
December	.85	0.762	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.
Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

0

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:

5/13/2025

2024

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☐ Land applied under your permit
- ☐ Publicly Distributed Exceptional Quality Biosolids
- ☒ Hauled to another permitted facility
- ☐ Landfilled
- ☐ Incinerated
- ☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 002 - ANAEROBIC LIQUID

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75			<24.1											0	0
Cadmium		39	85			<1.6											0	0
Copper		1500	4300			790											0	0
Lead		300	840			<16.1											0	0
Mercury		17	57			.0722											0	0
Molybdenum	60		75			17.5										0		0
Nickel	336		420			13.3										0		0
Selenium	80		100			<48.2										0		0
Zinc		2800	7500			787											0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)
- 1-2 (10 Points)
- > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- Yes
- No (10 points)
- N/A - Did not exceed limits or no HQ limit applies (0 points)
- N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- 0 (0 Points)
- 1 (10 Points)
- > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- Yes (20 Points)
- No (0 Points)

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:

5/13/2025

2024

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?		0	
4. Pathogen Control (per outfall): 4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.		0	
Outfall Number:	002		
Biosolids Class:	B		
Bacteria Type and Limit:	Fecal Coliform		
Sample Dates:	01/01/2024 - 12/31/2024		
Density:	62,500		
Sample Concentration Amount:	MPN/G TS		
Requirement Met:	Yes		
Land Applied:	Yes		
Process:	Anaerobic Digestion		
Process Description:	anaerobic digestion		
4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application. 4.2.1 Was the limit exceeded or the process criteria not met at the time of land application? ☐ Yes (40 Points) ☒ No If yes, what action was taken?			
5. Vector Attraction Reduction (per outfall): 5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.		0	
Outfall Number:	002		
Method Date:	12/31/2024		
Option Used To Satisfy Requirement:	Injection when land apply		
Requirement Met:	Yes		
Land Applied:	Yes		
Limit (if applicable):			
Results (if applicable):			
5.2 Was the limit exceeded or the process criteria not met at the time of land application? ☐ Yes (40 Points) ☒ No If yes, what action was taken?			
6. Biosolids Storage 6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site? ☒ >= 180 days (0 Points) ☐ 150 - 179 days (10 Points) ☐ 120 - 149 days (20 Points) ☐ 90 - 119 days (30 Points)			

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:
5/13/2025 **2024**

○ < 90 days (40 Points) ○ N/A (0 Points) 6.2 If you checked N/A above, explain why.	0
7. Issues 7.1 Describe any outstanding biosolids issues with treatment, use or overall management: No issues at this time.	

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:

5/13/2025

2024

Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing 1.1 Was your wastewater treatment plant adequately staffed last year? ● Yes ○ No If No, please explain: Could use more help/staff for: 1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping? ● Yes ○ No If No, please explain:	
2. Preventative Maintenance 2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items? ● Yes (Continue with question 2) ☐☐ ○ No (40 points)☐☐ If No, please explain, then go to question 3: 2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment? ● Yes ○ No (10 points) 2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly? ○ Yes ○ Paper file system ○ Computer system ● Both paper and computer system ○ No (10 points)	0
3. O&M Manual 3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed? ● Yes ○ No	
4. Overall Maintenance /Repairs 4.1 Rate the overall maintenance of your wastewater plant. ○ Excellent ● Very good ○ Good ○ Fair ○ Poor Describe your rating: We take a proactive approach to maintenance.	

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:
5/13/2025 **2024**

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:

5/13/2025

2024

Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

CHAD M RUSS

Certification No:

35582

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- Yes (0 points)
- No (20 points)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- Yes
- No
- N/A – Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- Yes
- No
- N/A – Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☒ One or more additional certified operators on staff

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:
5/13/2025 **2024**

☐ An arrangement with another certified operator ☐ An arrangement with another community with a certified operator ☒ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year ☒ A consultant to serve as your certified operator ☐ None of the above (20 points) If "None of the above" is selected, please explain:	0
4. Continuing Education Credits 4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: ☐ Averaging 6 or more CECs per year. ☐ Averaging less than 6 CECs per year. Advanced Certification: ☒ Averaging 8 or more CECs per year. ☐ Averaging less than 8 CECs per year.	

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:
5/13/2025 2024

Financial Management

1. Provider of Financial Information Name: Darlene Smith (Village Treasurer) Telephone: (262) 677-9001 (XXX) XXX-XXXX E-Mail Address (optional): darlene.smith@villageofjacksonwi.gov		
2. Treatment Works Operating Revenues 2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ? ● Yes (0 points) ☐ ☐ ○ No (40 points) If No, please explain: 2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: 2024 ● 0-2 years ago (0 points) ☐ ☐ ○ 3 or more years ago (20 points) ☐ ☐ ○ N/A (private facility) 2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? ● Yes (0 points) ○ No (40 points)		0
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]		
3. Equipment Replacement Funds 3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: 2024 ● 1-2 years ago (0 points) ☐ ☐ ○ 3 or more years ago (20 points) ☐ ☐ ○ N/A If N/A, please explain: 3.2 Equipment Replacement Fund Activity 3.2.1 Ending Balance Reported on Last Year's CMAR \$ 1,302,803.05 3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.) \$ 52,852.02 3.2.3 Adjusted January 1st Beginning Balance \$ 1,355,655.07 3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.) + \$ 313,298.00		

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:

5/13/2025

2024

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

- \$ 652,520.55

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 1,016,432.52

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

Road projects and equipment purchases

3.3 What amount should be in your Replacement Fund? \$ 313,298.00

0

Please note: If you had a CWWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

• Yes

○ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

○ Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	The current discharge permit has a August 31, 2026 compliance date requirement for lower phosphorus limit. We are investigating a variety of options to meet the lower limit. Also, a new Facilities Planning Study has been completed.	\$120,000	2024
2	Construction has started on adding two new Backwash Filters and adding UV Disinfection.	\$5,700,000	2025

5. Financial Management General Comments

None at this time.

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 1

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:
5/13/2025 **2024**

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	328	
February	378	
March	327	
April	300	
May	249	
June	305	
July	262	
August	279	
September	236	
October	258	
November	304	
December	411	
Total	3,637	0
Average	303	0

6.1.2 Comments:

None at this time.

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☒ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☐ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

None at this time.

6.3 Has an Energy Study been performed for your pump/lift stations?

☐ No

☒ Yes

Year:

2023

By Whom:

Foth Infrastructure and Enviroment LLC

Describe and Comment:

Part of Lift Station Study

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:

5/13/2025

2024

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

None at this time

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	108,320	41.46	2,613	105.06	1,031	3,336
February	95,542	41.77	2,287	86.62	1,103	2,668
March	109,140	46.56	2,344	84.79	1,287	2,568
April	108,845	42.81	2,543	79.08	1,376	1,250
May	88,672	41.08	2,159	75.55	1,174	676
June	106,430	46.31	2,298	71.58	1,487	384
July	94,900	35.52	2,672	80.23	1,183	433
August	107,867	31.85	3,387	83.95	1,285	529
September	91,486	26.53	3,448	71.94	1,272	682
October	86,533	24.66	3,509	62.12	1,393	598
November	94,269	29.91	3,152	64.80	1,455	762
December	130,557	29.01	4,500	74.99	1,741	3,848
Total	1,222,561	437.47		940.71		17,734
Average	101,880	36.46	2,909	78.39	1,316	1,478

7.1.2 Comments:

None at this time.

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☒ Aerobic Digestion
- ☒ Anaerobic Digestion
- ☐ Biological Phosphorus Removal
- ☐ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☐ Effluent Pumping
- ☒ Fine Bubble Diffusers
- ☒ Influent Pumping
- ☐ Mechanical Sludge Processing
- ☒ Nitrification
- ☒ SCADA System
- ☐ UV Disinfection
- ☒ Variable Speed Drives
- ☐ Other:

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:
5/13/2025 2024

7.2.2 Comments: None at this time. 7.3 Future Energy Related Equipment 7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility? Address with WWTP upgrade.	
8. Biogas Generation 8.1 Do you generate/produce biogas at your facility? No Yes If Yes, how is the biogas used (Check all that apply): Flared Off Building Heat Process Heat Generate Electricity Other:	
9. Energy Efficiency Study 9.1 Has an Energy Study been performed for your treatment facility? No Yes Entire facility Year: By Whom: Describe and Comment: Part of the facility Year: By Whom: Describe and Comment:	

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:
5/13/2025 **2024**

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:

5/13/2025

2024

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

☒ Yes

☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

☒ Yes

☐ No (30 points)

☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Did you accomplish them?

☒ Yes

☐ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

☒ Organizational structure and positions (eg. organizational chart and position descriptions)

☒ Internal and external lines of communication responsibilities

☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY)

Does your sewer use ordinance or other legally binding document address the following:

☒ Private property inflow and infiltration

☒ New sewer and building sewer design, construction, installation, testing and inspection

☒ Rehabilitated sewer and lift station installation, testing and inspection

☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary

☒ Fat, oil and grease control

☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

☒ Equipment and replacement part inventories

☒ Up-to-date sewer system map

☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:

5/13/2025

2024

- ☒ A description of routine operation and maintenance activities (see question 2 below)
- ☒ Capacity assessment program
- ☒ Basement back assessment and correction
- ☒ Regular O&M training

- ☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- ☒ Construction, Inspection, and Testing
- ☐ Others:

- ☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐

Does your emergency response capability include:

- ☒ Responsible personnel communication procedures
- ☒ Response order, timing and clean-up
- ☒ Public notification protocols
- ☒ Training
- ☒ Emergency operation protocols and implementation procedures

- ☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐

- ☐ Special Studies Last Year (check only those that apply):

- ☐ Infiltration/Inflow (I/I) Analysis
- ☐ Sewer System Evaluation Survey (SSES)
- ☐ Sewer Evaluation and Capacity Management Plan (SECAP)
- ☐ Lift Station Evaluation Report
- ☐ Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	1.6	% of system/year
Root removal	0	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	7	% of system/year
Manhole inspections	13.5	% of system/year
Lift station O&M	2	# per L.S./year
Manhole rehabilitation	1	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed
Private sewer inspections	16	% of system/year
Private sewer I/I removal	1	% of private services

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:

5/13/2025

2024

River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

As we find leaks, we repair them ASAP.

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

41.54	Total actual amount of precipitation last year in inches
34.3	Annual average precipitation (for your location)
43.6	Miles of sanitary sewer
1	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
0	Number of complaints
1.2	Average daily flow in MGD (if available)
1.9	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.00	Complaints (number/sewer mile)
1.6	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

☐ Yes

☒ No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

☐ Yes

☒ No

If Yes, please describe:

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:
5/13/2025 **2024**

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years: None at this time. 5.4 What is being done to address infiltration/inflow in your collection system? As we find leaks, we repair them ASAP.	
---	--

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:
5/13/2025 **2024**

Grading Summary

WPDES No: 0021806

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent				
BOD/CBOD				
TSS				
Ammonia				
Phosphorus				
Biosolids				
Staffing/PM				
OpCert				
Financial				
Collection				
TOTALS			0	0
GRADE POINT AVERAGE (GPA) =				

- Notes:
- A = Voluntary Range (Response Optional)
 - B = Voluntary Range (Response Optional)
 - C = Recommendation Range (Response Required)
 - D = Action Range (Response Required)
 - F = Action Range (Response Required)

Compliance Maintenance Annual Report

Jackson Wastewater Treatment Plant

Last Updated: Reporting For:
5/13/2025 **2024**

Resolution or Owner's Statement

Name of Governing Body or Owner:	
Date of Resolution or Action Taken:	
Resolution Number:	
Date of Submittal:	

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):
Influent Flow and Loadings: Grade =

Effluent Quality: BOD: Grade =

Effluent Quality: TSS: Grade =

Effluent Quality: Ammonia: Grade =

Effluent Quality: Phosphorus: Grade =

Biosolids Quality and Management: Grade =

Staffing: Grade =

Operator Certification: Grade =

Financial Management: Grade =

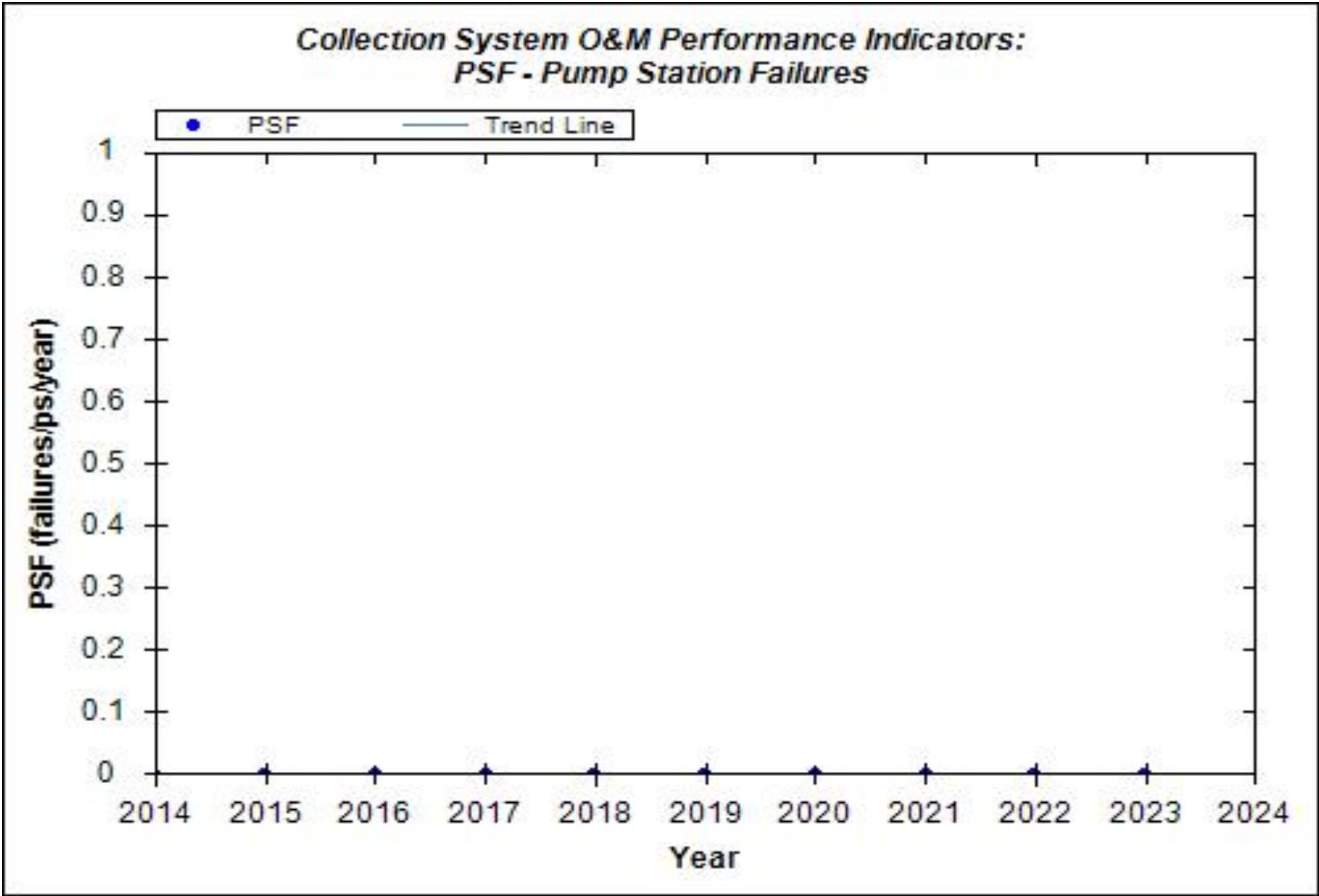
Collection Systems: Grade =
(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS
(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)
G.P.A. =

Jackson Wastewater Treatment Plant

Linear equation uses 2014 - 2024 CMAR data

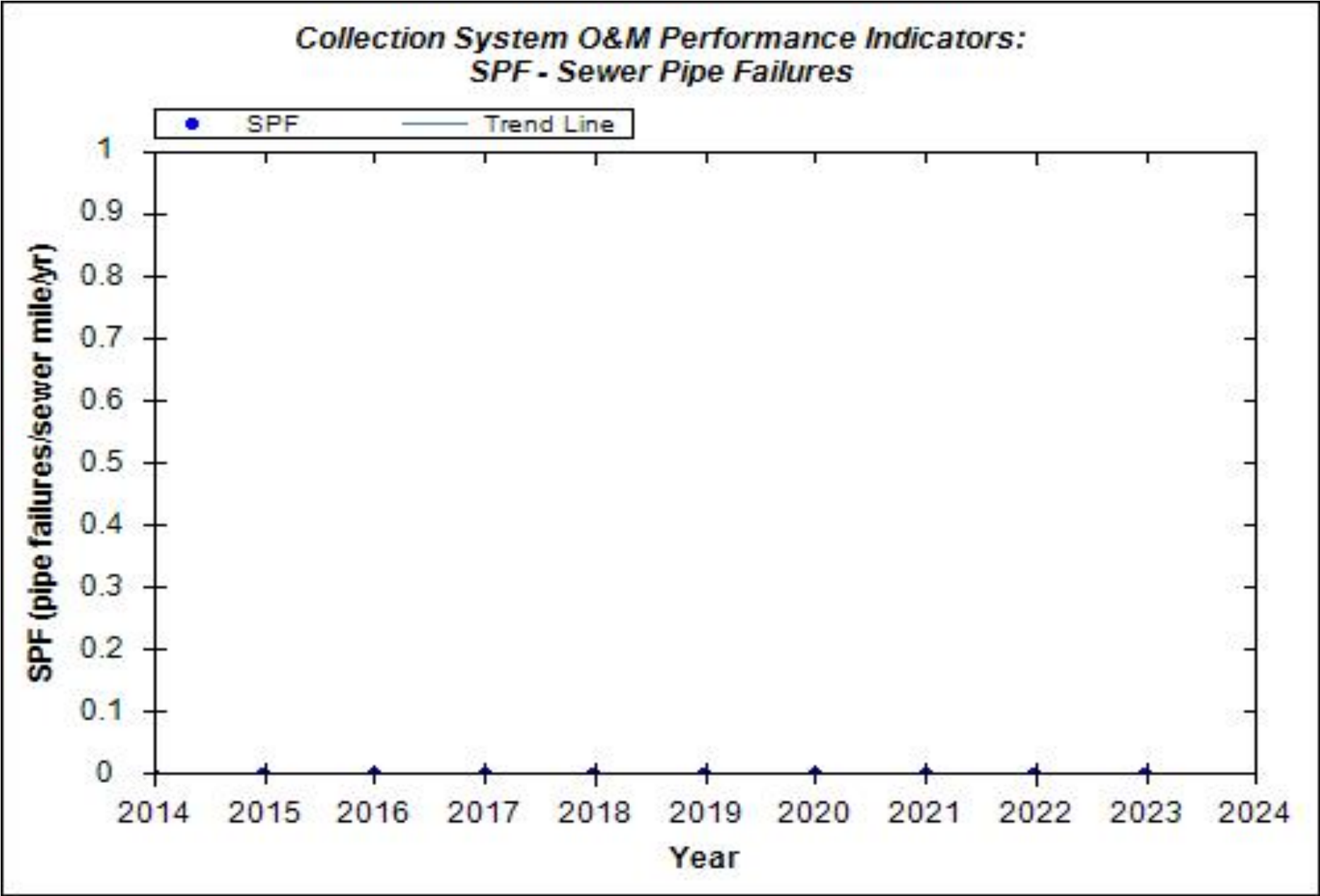
for Trend Line: PSF: $y = 0x + 0$



Jackson Wastewater Treatment Plant

Linear equation uses 2014 - 2024 CMAR data

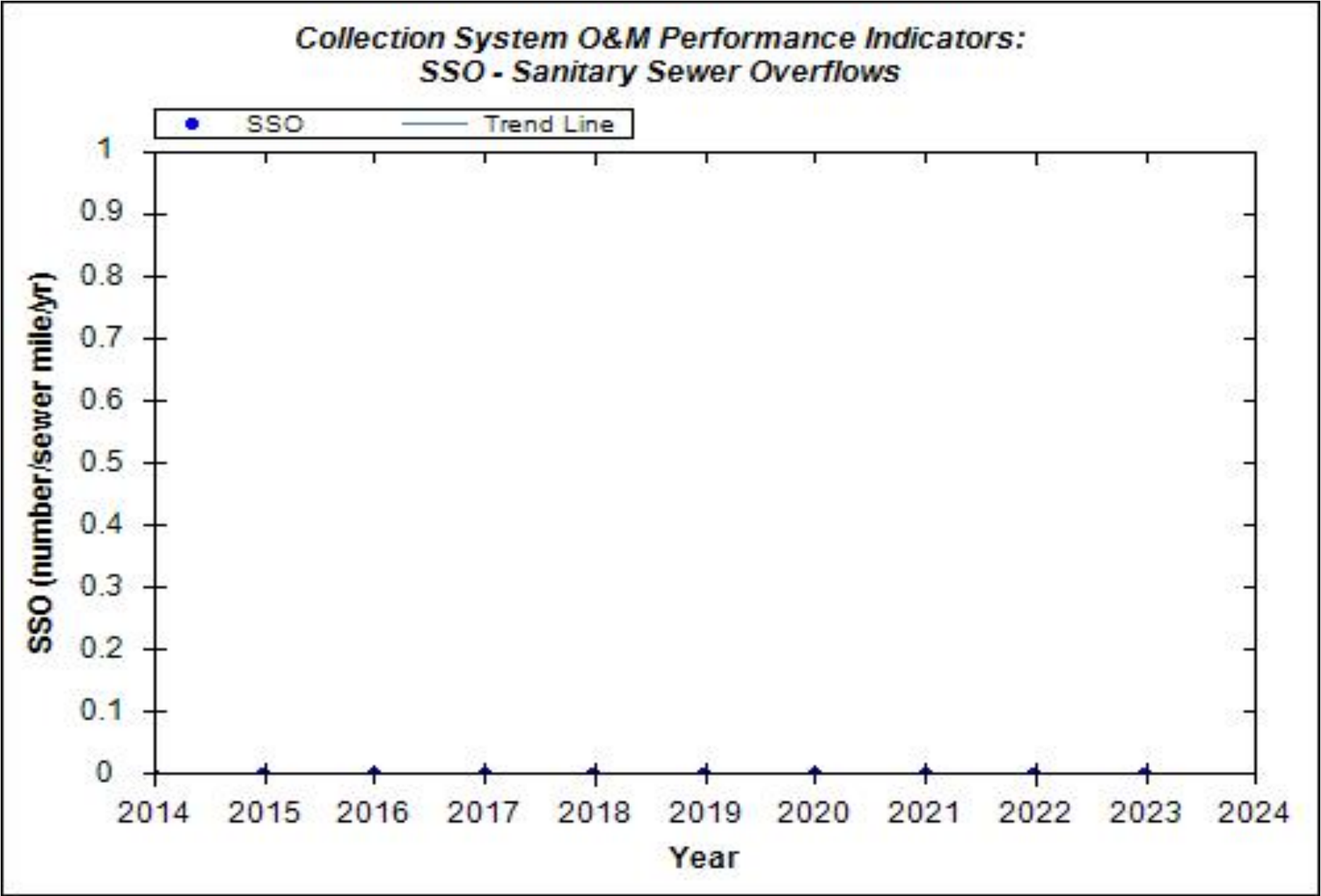
for Trend Line: SPF: $y = 0x + 0$



Jackson Wastewater Treatment Plant

Linear equation uses 2014 - 2024 CMAR data

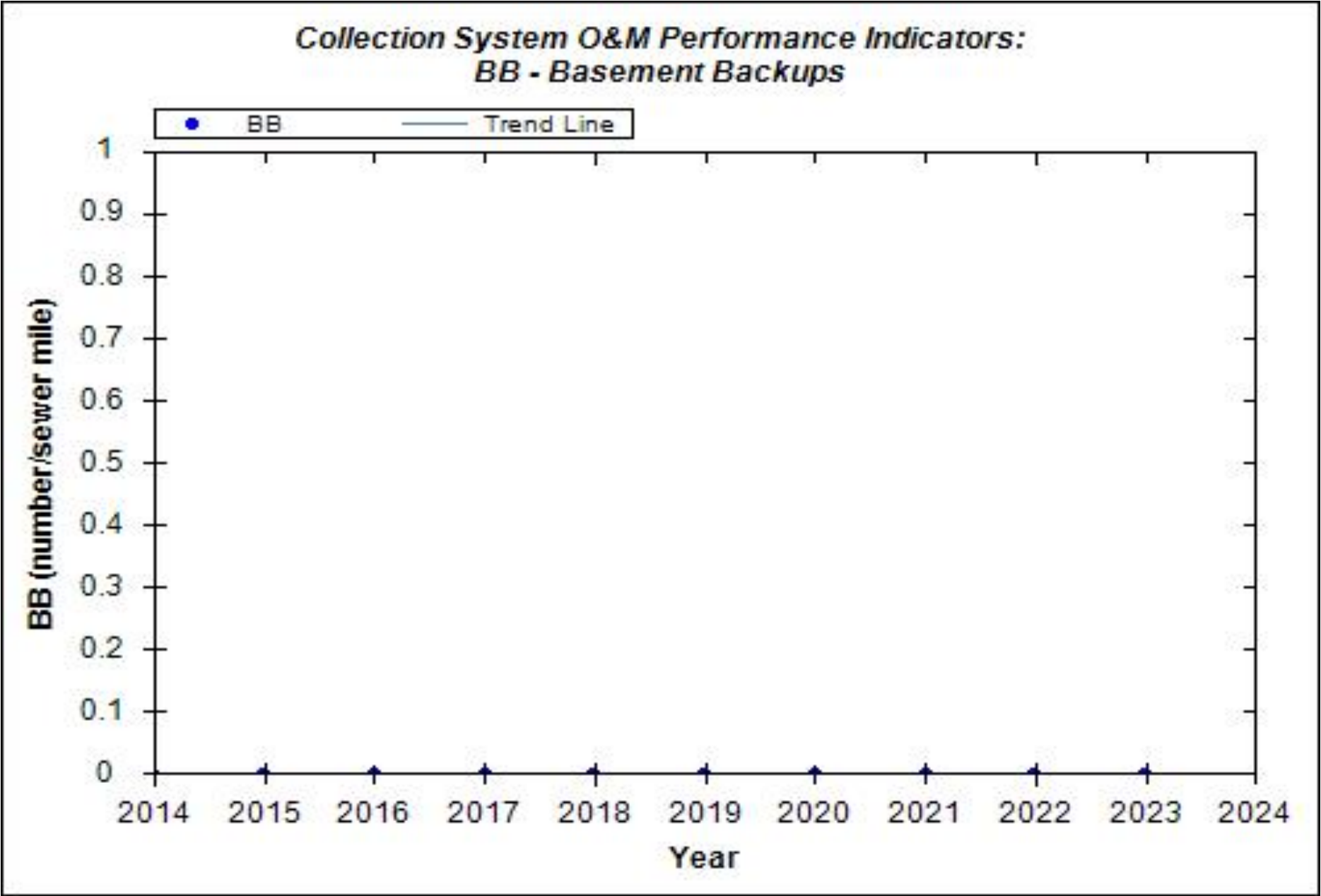
for Trend Line: SSO: $y = 0x + 0$



Jackson Wastewater Treatment Plant

Linear equation uses 2014 - 2024 CMAR data

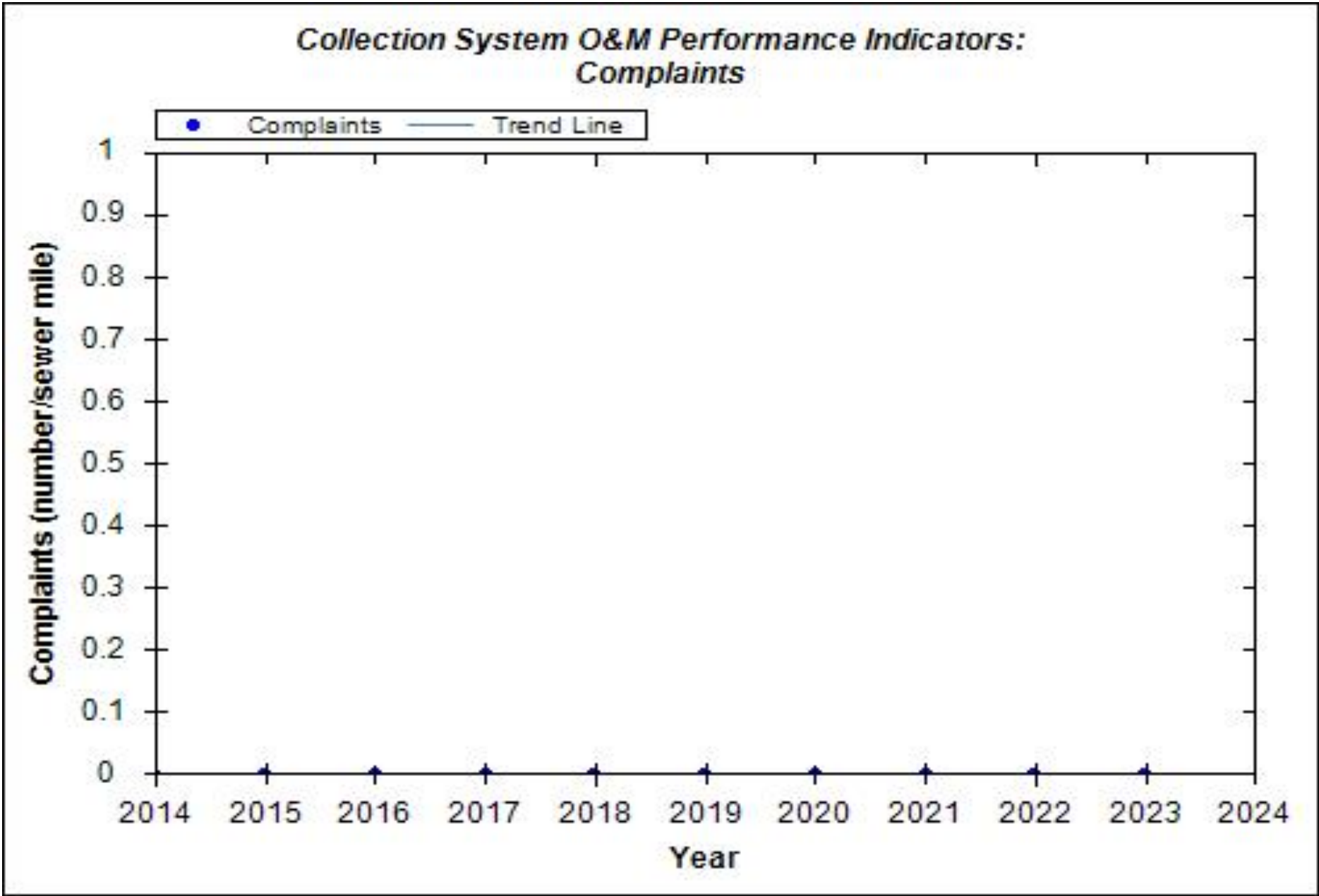
for Trend Line: BB: $y = 0x + 0$



Jackson Wastewater Treatment Plant

Linear equation uses 2014 - 2024 CMAR data

for Trend Line: Complaints: $y = 0x + 0$



Jackson Wastewater Treatment Plant

Linear equations use 2014 - 2024 CMAR data

for Trend Lines: PFR - Peak Hourly: $y = -0.001747x + 77.06$ PFR - Peak Monthly: $y = 0.000191x - 6.91$

