



**VILLAGE OF JACKSON
VILLAGE BOARD MEETING AGENDA**

Tuesday, March 10, 2026 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. Public Hearings
 - a. Conditional Use and Site Plan Review - W209N17391 Industrial Drive - RAD Investments, LLC, DBA UEMSI/HTV - Rick Dresang
 - b. Conditional Use and Site Plan Review - W208N16945 N. Center Street - Commercial Laundry-Riley Hansen
4. 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.)
5. Consent Agenda
 - a. Approval of Minutes of the Village Board Meeting of February 10, 2026
 - b. Resolution #26-05 Honoring Jacob Caltagerone for Achieving Certification as a Park and Recreation Professional
 - c. Resolution #26-07 Accepting Funds from the Washington County Emergency Medical Service (EMS) and Fire Grant Program
 - d. 2026 Subscription Services - Economic Development of Washington County
 - e. Appointment of Interim Clerk Pamela Wolf Until Such a Time the Village Board Appoints a Successor Village Clerk
6. Budget and Finance Committee
 - a. Review of 2022 Stormwater Pond Compliance Report and Invoicing — Request for Refund of Special Assessments
 - b. Review of Bids - 2026 Street Improvement Projects - Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive
 - c. Review Construction Engineering Services Agreement - Cedar Corporation - 2026 Street Improvement Projects - Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive
 - d. Review Professional Services Proposal - HydroCorp - 2026/2027 Cross-Connection Inspections

- e. Resolution #26-08 Providing for the Sale of Approximately \$3,430,000 General Obligation Promissory Notes, Series 2026A
 - f. Resolution #26-09 Providing for the Sale of Approximately \$3,510,000 Water and Sewer System Revenue Bonds, Series 2026B
- 7. Plan Commission
 - a. Review of Extra-Territorial Two-Lot Certified Survey Map - Parcels: T7_0736 and T7_073600A - Jeffrey and Ruth Smith
 - b. Conditional Use and Site Plan Review — W209N17391 Industrial Drive — RAD Investments, LLC, DBA UEMSI/HTV — Rick Dresang
 - c. Conditional Use and Site Plan Review - W208N16945 N. Center Street - Commercial Laundry - Riley Hansen
 - 8. Board of Public Works
 - 9. Personnel Committee
 - a. Review Revisions to Section 1 of the Employee Handbook - General Personnel Policies
 - 10. West Bend School District
 - 11. Washington County Board Report
 - 12. Greater Jackson Business Alliance
 - 13. Mid-Moraine Municipal Association Report
 - 14. 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.



Taking the lead in Washington County.

VILLAGE OF JACKSON WASHINGTON COUNTY, WISCONSIN

Notice of Public Hearings

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 public hearings at 7:30 p.m. on Tuesday, March 10, 2026, at the Jackson Municipal Complex, located at N168W19851 Main Street, Jackson, WI, 53037 on:

1. Conditional Use and Site Plan Review for W209N17391 Industrial Drive for RAD Investments, LLC DBA UEMSI/HTV for Rick Dresang to construct a 7,040 square foot storage building
2. Conditional Use and Site Plan Review for W208N16945 N. Center Street for Riley Hansen to operate an Industrial Laundry Facility

The hearings are 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 or hearings should be made to the Village Clerk's Office with as much advanced notice as possible. A copy of the application and related materials are available for review by contacting the Zoning Director at 262-677-0707.

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

Dated this 20th day of February 2026.

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

www.villageofjacksonwi.gov

Posted: Friday, February 20, 2026

Published: Tuesday, February 24, 2026, and Tuesday, March 3, 2026

2005 Legal Notice

VILLAGE OF JACKSON
NOTICE OF
PUBLIC HEARINGS

Notice is hereby given, pursuant to Sec. 19.84, Wis. Stats., & provisions of the Village of Jackson Code of Ordinances, that the Village Board will conduct public hearings at 7:30 PM on 3/10/26 at the Jackson Municipal Complex, located at N168 W19851 Main St, Jackson, WI, 53037 on: 1. Conditional Use & Site Plan Review for W209 N17391 Industrial Dr for RAD Investments, LLC DBA UEMSI/HTV for Rick Dresang to construct a 7,040 sq. ft. storage building; & 2. Conditional Use & Site Plan Review for W208 N16945 N. Center St. for Riley Hansen to operate an Industrial Laundry Facility. The hearings are open to the public & all interested parties are encouraged to attend the hearings & be heard. Requests from persons with disabilities who need assistance to participate in these hearings should be made to the Village Clerk's Office with as much advanced notice as possible at 262-677-9001 x213. A copy of the application & related materials are available for review by contacting the Zoning Director at 262-677-0707. Publish: 2/24, 3/3

WNAXLP

AFFIDAVIT OF PUBLICATION

State of Wisconsin Circuit Court Washington County

PROOF OF PUBLICATION

Telephone Number: 262-677-9001

ACCT Number: 153922

Invoice # 109522007

Account Name: Jackson, Village of
Address: Attn: Clerk
N168 W19851 Main St
Jackson, WI 53037

Conley Media LLC
PO BOX 478
Beaver Dam WI 53916
262-306-5000

IN THE MATTER OF: 3/10/26 PH
AD Number: 109522007
AD Cost: 48.00

I, Alane Arneman, being sworn, state:

I am the billing coordinator of the Daily News, a public newspaper of general circulation, printed and published in the English language in the City of West Bend, in Washington County, Wisconsin, and fully complying with the laws of Wisconsin relating to the publication of legal notices.

The notice, of which a printed copy attached hereto, is a true copy taken from the newspaper as published on the following dates.

2/24/26; 3/3/26

Signed: _____

Alane Arneman

Alane Arneman, Billing Coordinator

STATE OF WISCONSIN SS.
WASHINGTON COUNTY

Personally came before me, this date of March 3, 2026
the above named Alane Arneman to me known to be the person who executed
the foregoing instrument and acknowledged the same.

Signed: _____

Sarah Jerdee

Sarah Jerdee

Notary Public, Wisconsin

My Commission expires: 2/4/28



VILLAGE OF JACKSON

VILLAGE BOARD MEETING

Tuesday, February 10, 2026 at 7:30 PM

Minutes

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 and Tr. Olson

Members Excused: Tr. Wells

Members Absent: None

Staff Present: Administrator Jen Heidtke, Inspections and Zoning Director Collin Johnson, Parks and Recreation Director Tyler Mentzel, Treasurer Darlene Smith, Public Works Director Jack Straehler, Fire Chief Aaron Swaney, Police Sergeant Justin Brinks and Deputy Clerk Pamela Wolf

2. Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

3. Presentations

a. 2026 Preliminary Financing Plan - Ehlers Financial Advisors

Brian Roemer of Ehlers reviewed the presentation included in the packet and provided further explanation on the key components of the preliminary financing plan, offering additional clarification and detail.

4. 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.

5. Consent Agenda

Pres. Heckendorf received no objections when requesting items 5c, 5e, and 5f be addressed separately.

a. Approval of Minutes for the Village Board Meeting of January 13, 2026

b. Consideration and Approval of Meeting Date Change - August 2026

d. Resolution #26-03 Approving Additional Election Officials for the 2026-2027 Election Cycle

g. Resolution #26-06 A Resolution Opposing Wisconsin Assembly Bill 885

The motion to approve items 5a, 5b, 5d and 5g and to remove items 5c, 5e and 5f to address separately, was made by Tr. Engelhardt and seconded by Tr. Olson.

Vote: 6 ayes, 0 nays. Motion carried.

- c. Resolution #26-02 Authorizing the Continued Conversation of the Creation of a Washington County Countywide Emergency Medical Services (EMS) System

The motion to introduce Resolution # 26-02 Authorizing the Continued Conversation of the Creation of a Washington County Countywide Emergency Medical Services (EMS) System was made by Pres. Heckendorf and seconded by Tr. Olson.

Pres. Heckendorf introduced Washington County Chief Public Safety Officer Dave Seager who spoke briefly of key items contained in the resolution.

Vote: 6 ayes, 0 nays. Motion carried.

- e. Resolution #26-04 Honoring Tyler Mentzel for Achieving Certification as a Park and Recreation Professional

The motion to accept Resolution #26-04 Honoring Tyler Mentzel for Achieving Certification as a Park and Recreation Professional was made by Tr. Olson and seconded by Tr. Emmrich.

Pres. Heckendorf read the Resolution aloud and congratulated Director Mentzel on his accomplishment.

Vote: 6 ayes, 0 nays. Motion carried.

- f. Resolution #26-05 Honoring Jacob Caltagerone for Achieving Certification as a Park and Recreation Professional

Pres. Heckendorf received no objections when he requested Resolution #26-05 be deferred to a later meeting when Jacob Caltagerone could attend.

6. Approval of Licenses

- a. Transfer of Manufactured Home Park License - N168W21700 Main Street - Green Valley MHC LLC

The motion to approve the transfer of the 2026 Manufactured Home Park License from Dittmar Realty Inc. to Green Valley MHC, LLC, effective as of February 10, 2026, was made by Tr. Engelhardt and seconded by Tr. Olson.

Vote: 6 ayes, 0 nays. Motion carried.

7. Budget and Finance Committee

- a. Change Order #2 - Final - 2025 Oaks of Jackson Surface Course - Spruce Street and Ridgeway Drive - Stark Pavement Corporation for an increase in the amount of \$24,493.60

The motion to approve Change Order #2 for the 2025 Oaks of Jackson Surface Course - Spruce Street and Ridgeway Drive to Stark Pavement for an increase in the amount of \$24,493.60 was made by Tr. Engelhardt and seconded by Tr. Kurtz .

Vote: 6 ayes, 0 nays. Motion carried.

- b. Pay Request #1 - 2025 Oaks of Jackson Surface Course - Spruce Street and Ridgeway Drive - Stark Pavement Corporation in the amount of \$207,838.41

The motion to approve Pay Request #1 for the 2025 Oaks of Jackson Surface Course — Spruce Street and Ridgeway Drive to Stark Pavement in the amount of \$207,838.41 was made by Tr. Engelhardt and seconded by Tr. Kurtz.

Vote: 6 ayes, 0 nays. Motion carried.

- c. Pay Request #1 - 2025 Dog Park at Cedar Creek Park - Lowe Underground, Inc. in the amount of \$90,134.29

The motion to approve Pay Request #1 for the 2025 Dog Park at Cedar Creek Park to Lowe Underground, Inc. in the amount of \$90,134.29 was made by Tr. Olson and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- d. Review of 2022 Stormwater Pond Compliance Report and Invoicing — Request for Refund of Special Assessments

The motion to defer to the March meeting the Stormwater Pond assessments as recommended at the Budget and Finance meeting was made by Pres. Heckendorf and seconded by Tr. Kurtz.

Vote: 6 ayes, 0 nays. Motion carried.

- e. Review of Bids - Wastewater Treatment Plant Fill Removal Project

The motion to award the contract for the Wastewater Treatment Plant Fill Removal Project to BMCI Construction in the amount of \$125,055.00 was made by Tr. Engelhardt and seconded by Tr. Olson.

Vote: 6 ayes, 0 nays. Motion carried.

- f. Review of Bids – Purchase of Brush Chipper

The motion to approve the purchase of one new brush chipper from Vermeer Wisconsin in the amount of \$88,273.00 was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Tr. Kurtz inquired the age of the brush chipper we currently have. Director Straehler estimated the age of the brush chipper currently in use to be 15–20 years old.

Vote: 6 ayes, 0 nays. Motion carried.

- g. Resolution #26-01 Accepting Funds from the Washington County Roadway Shared Services Grant Program

The motion to approve Resolution #26-01 Accepting Funds from the Washington County Roadway Shared Services Grant Program was made by Tr. Emmrich and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

8. Personnel Committee

a. Discussion and Possible Action – Operations Manager Reclassification and Operations Manager Internship Proposal

The motion to approve the Operations Manager Role reclassification as either a permanent part-time position or an intern position, and approve the associated job descriptions, was made by Tr. Kurtz and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

The motion to recommend the Village Board authorize staff to recruit for a permanent, part-time Operation Manager position for a net impact not to exceed \$24,000.00 in 2026 was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

9. West Bend School District

Administrator Heidtke provided an update on behalf of Tr. Wells.

10. Washington County Board Report

Pres. Heckendorf read an update emailed to him from County Supervisor Mike Schwab.

11. Greater Jackson Business Alliance

Director Mentzel stated there was nothing new to report.

12. Mid-Moraine Municipal Association Report

Tr. Olson provided an update.

13. Closed Session Pursuant to Wis. Stats. §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)(f) "Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

The closed session is for the following purposes:

1. To Discuss the Oaks of Jackson Development Agreement
2. To Discuss TID 6 Development Agreement
3. To Discuss a Personnel Matter

4. To Discuss Village Square Development

The motion to proceed into closed session pursuant to Wis. Stats. §19.85(1)(f) "Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations" was made by Pres. Heckendorf and seconded by Tr. Emmrich. A roll call vote was taken:

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

Vote: 6 ayes, 0 nays. Motion carried. The meeting proceeded into closed session at 8:16 PM. Those present in the closed session were the Board members, Administrator Heidtke and for item one, a representative from Hillcrest Builders and Executive Capital, for item two, a representative from Ehlers and Fire Chief Swaney for item three.

14. Reconvene in Open Session with Possible Action Related to the Subject of the Preceding Closed Session

The motion to reconvene in open session was made by Tr. Emmrich and seconded by Tr. Olson.

Vote: 6 ayes, 0 nays. The meeting proceeded into open session at 9:50 PM.

The motion to approve the Assignment, Assumption and Consent Agreement with Hillcrest Builders, Executive Capital, and Washington County for the Oaks of Jackson Development Agreement subject to review and revisions as approved by the Village Attorney, was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

The motion to authorize staff to complete an interfund transfer in the amount of \$506,472 from the Sewer Utility Fund to the TID 6 Fund for 2026 Development Agreement Incentives was made by Tr. Olson and seconded by Tr. Kurtz.

Vote: 6 ayes, 0 nays. Motion carried.

The motion to approve the listing contract and related documents with Founders 3 for sale of Village owned property on Ridgeway Drive was made by President Heckendorf and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

15. Adjourn

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

Vote: 6 ayes, 0 nays. Motion carried. The meeting adjourned at 9:52 PM.

Respectfully Submitted,

Pamela Wolf
Village Deputy Clerk
Village of Jackson

DRAFT

RESOLUTION #26-05

**RESOLUTION HONORING JACOB CALTAGERONE FOR ACHIEVING
CERTIFICATION AS A PARK AND RECREATION PROFESSIONAL**

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

WHEREAS, Jacob Caltagerone serves the Village of Jackson with dedication and professionalism as Parks and Recreation Adult Recreation Supervisor; and

WHEREAS, Jacob Caltagerone has successfully passed the Certified Park and Recreation Professional (CPRP) Examination administered by the National Recreation and Park Association (NRPA); and

WHEREAS, attainment of the CPRP credential reflects a high level of knowledge, competency, and commitment to excellence in the field of parks and recreation; and

WHEREAS, Jacob Caltagerone's achievement enhances the quality of programs, services, and facilities provided to the residents of the Village of Jackson;

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Jackson that this Board hereby congratulates and commends Jacob Caltagerone for earning the Certified Park and Recreation Professional designation and expresses its appreciation for his continued service and leadership on behalf of the community.

Introduced by: _____

Seconded by: _____

Vote: _____ Ayes _____ Nays

Passed and Approved: _____

Brian J. Heckendorf – Village President

Attest: _____
Pamela Wolf - Interim Village Clerk/Deputy Clerk

Proof of Posting:

I, the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office, the Jackson Community Center, and the Village of Jackson website.

Village Official

Date

RESOLUTION #26-07

**ACCEPTING FUNDS FROM THE WASHINGTON COUNTY EMERGENCY
MEDICAL SERVICE (EMS) AND FIRE GRANT PROGRAM**

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

WHEREAS, Washington County has allocated a pool of dollars to create a grant program to provide direct assistance to partner fire and Emergency Medical Services (EMS) agencies in the County; and

WHEREAS, the County has created a distribution formula and has calculated the award amounts for each eligible municipality; and

WHEREAS, Washington County awarded \$74,000 to the Village of Jackson for this purpose; and

WHEREAS, Village of Jackson has reviewed the terms and conditions of the grant program, as described in the program description;

NOW, THEREFORE, BE IT RESOLVED by the Village of Jackson Village Board that the Village of Jackson does hereby accept the grant award in accordance with the Washington County Emergency Medical Service (EMS) and Fire Grant Program.

Introduced by: _____

Seconded by: _____

Vote: _____ Ayes _____ Nays

Passed and Approved: _____

Brian J. Heckendorf – Village President

Attest: _____
Pamela Wolf – Interim Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office, the Jackson Community Center, and the Village of Jackson website.

Village Official

Date



WASHINGTON COUNTY

SHARED SERVICES

Emergency Medical Services (EMS) & Fire Grant Program

The mission of Washington County is to create an environment for residents and businesses to enjoy our authentic quality of life through a well-governed and administered County dedicated to safe and secure communities, economic growth and vitality, effective mobility and reliable infrastructure, and access to basic needs.

Washington County has designated \$1,000,000 of one-time funding in 2026 to support EMS & Fire efforts at the local level. Specifically, this grant provides financial assistance directly to the local units of government that fund eligible fire/EMS organizations to assist with the provision of critical staffing, training, and equipment. Dollars will be distributed in the same amounts as in previous years.

Process:

- Each municipal entity shall receive an award letter outlining the award amount, as well as any requirements for approval and use of the funds.
- The elected body of the municipality must act to approve/accept the grant via the model resolution provided by the county. Municipalities should approve the resolution via their normal process and communicate that acceptance to the County.
- Upon receiving confirmation of acceptance, the County will remit the grant payment to the municipality.

Examples of Eligible Use:

- **Operations & Safety:**
 - EMS training (including education and support for first responders for responding to and abating the opioid epidemic).
 - Contract cost increases in excess of net new construction.
 - EMS/Fire equipment, including personal protective and lifesaving equipment (ex. drugs and equipment used to reverse opioid overdoses).
 - Updates to stations and facilities.
 - Wellness and fitness.
- **Hiring and Staffing:**
 - Hiring fire and emergency response personnel.
 - Incentives for volunteer recruitment and retention.



To: Village of Jackson
From: Washington County
Date: January 23, 2026
Subject: Washington County Emergency Medical Services (EMS) & Fire Grant Program

This purpose of this communication is to inform you that the County has approved an EMS & Fire Grant of: \$74,000 for your municipality. This program and process has previously been communicated to your chief elected official.

The next steps in the process are for you to:

- Have your elected body approve the grant award (using the included resolution language included in the attachment).
- Send a signed/approved copy of the resolution.

Once we receive the information, the County will send a check for the approved amount. Included in this communication is a copy of the program information and a template for you to use for getting approval by the elected body of your municipality (typically done via resolution).

The resolution attachment is in Word, so it can be pasted into the format used by your municipality. Please do not significantly modify or add to the language.

Please contact Aaron Daul (aaron.daul@washcowisco.gov or 262-335-4330) if you have questions.

Thank you for your partnership.

EDWC
2200 Green Tree Rd
West Bend, WI 530901566 US
262.335.5769
tscheschlok@edwc.org

Invoice



BILL TO
Jen Heidtke Village of Jackson N168W19851 Main Street Jackson, WI 53037

SHIP TO
Jen Heidtke Village of Jackson N168W19851 Main Street Jackson, WI 53037

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1621	02/09/2026	\$8,058.75	03/11/2026	Net 30	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	2026 Subscription	2026 Disruptor Subscription	1	8,058.75	8,058.75

BALANCE DUE **\$8,058.75**



Taking the lead in Washington County.

MEMO

TO: Brian Heckendorf, Village President; Board of Trustees

FROM: Jen Heidtke, Village Administrator

RE: Appointment of Interim Clerk Pamela Wolf Until Such a Time the Village Board Appoints a Successor Village Clerk

MEETING DATE: March 10, 2026

Background

On February 25th, 2026 Jackie Schuh provided notice of resignation as Village Clerk, effective March 25th, 2026. On behalf of the Village Board, I accepted her resignation. It is my recommendation the Village Board make an appointment of an Interim Clerk so as to clearly assign statutory Clerk duties to a Village representative on a temporary basis.

The role of Deputy Clerk includes the obligation to serve in the absence of the Clerk. Furthermore, I am confident in Ms. Wolf's ability to carry out the duties of the Office of the Clerk on an interim basis. Therefore, it is my recommendation the Village Board appoint Deputy Clerk Pamela Wolf to the role of Interim Clerk up until such a time the Village Board has made an appointment of a candidate for Village Clerk, and that appointee is able to fill the role.

N168 W19851
Main Street
Jackson, WI 53037
Phone: 262-677-9001
Fax: 262-677-1710

www.villageofjacksonwi.gov



STAFF MEMO

Village of Jackson Public Works

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

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

From: Jack Straehler, Director of Public Works

Subject: Review of 2022 Stormwater Pond Compliance Report and Invoicing – Request for Refund of Special Assessments - Update

Meeting Date: March 10, 2026 - Budget and Finance; Village Board

Background and Analysis:

This memo is to provide the board with an update regarding the stormwater pond compliance report and invoicing, specifically related to the request for refund of special assessments for inspections conducted throughout the Village between 2022 and 2024.

A recent meeting was held with CDM Smith, the consulting engineering firm responsible for conducting the required inspections, to discuss concerns related to the quality and accuracy of the stormwater pond inspection report submitted to the Village in fall 2025. During this meeting, the firm acknowledged that revisions and edits are necessary to ensure the accuracy of the report. They have agreed to complete the required updates at no cost to the Village and will submit a revised final report by the end of March.

In addition, I recently met with the Wisconsin Department of Natural Resources (DNR) Stormwater Division to review the Village's current MS4 permit requirements. Our discussion included clarification of the required frequency for both visual inspections and depth inspections of publicly and privately owned stormwater detention and retention ponds. I am continuing to work with the DNR to gather relevant data and guidance and am awaiting the revised final report from CDM Smith.

Given that additional information will be available soon, I recommend the Budget and Finance Committee and the Village Board postpone consideration of this item until the April 14, 2026, meeting. This will allow time for staff to review the updated report and obtain the necessary information to make an informed recommendation regarding the 2022 stormwater pond request for refund of special assessments.

I will provide updated information and a formal recommendation in the packet materials for the April 14 meeting.

Please let me know if you have any questions.

JS



STAFF MEMO

Village of Jackson Public Works

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

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

From: Jack Straehler, Director of Public Works

Subject: Review of 2022 Stormwater Pond Compliance Report and Invoicing – Request for Refund of Special Assessments

Meeting Date: January 27, 2026 - Board of Public Works

Background and Analysis:

This memo is to inform the Board of an agreement entered in 2021 between former Director Kober and CDM Smith to support compliance with the Village of Jackson's MS4 permit. The agreement required inspections of both Village-owned and privately owned stormwater detention and retention ponds as required on a five-year cycle.

In July 2022, all respective pond owners were notified that inspections would be conducted and were provided with two options:

- Option One: Retain their own consultant to perform the inspection and submit a report to the Village, with the Village reviewing the report for a fee of \$500.00 per pond.
- Option Two: Have the inspections performed by the Village's consultant, with the Village providing the report at a fee of \$2,000.00 per pond.

Based on my review, no pond owners selected Option One. All elected to have the Village consultant perform the inspections and provide the reports, with the associated inspection fees assessed accordingly.

My understanding is that all inspections and reporting were to be completed in 2022. However, further review shows that inspections were conducted across both 2022 and 2023, and the final report was not received until September 2025, nearly three years later than expected.

Upon reviewing the contents of the report for both accuracy and completeness, and after speaking with multiple pond owners, I have identified several inaccuracies, including issues with photographs and descriptions, as well as the timeliness of the report. The significant delay in receiving the final report has also caused considerable frustration among pond owners.



At the Board's request, assessments totaling approximately \$115,000 were issued to the respective pond owners. To date, the Village has received approximately \$33,000.00. I have also contacted our stormwater compliance DNR representative, who confirmed that all ponds will be required to be inspected again in 2027 to remain compliant with our MS4 permit.

Given these circumstances, I am respectfully requesting that the Board consider the following actions refunding the inspection assessments to pond owners who have already paid, and forgoing collection of any remaining unpaid fees related to the 2022 inspection cycle.

I further intend to seek a new consultant engineer and enter into a new agreement in the fall of 2026 to conduct inspections of all Village-owned and privately owned stormwater detention and retention ponds as part of our MS4 compliance in 2027. This approach will allow the Village to move forward transparently and ensure accurate, timely inspections and reporting.

If you have any questions, please let me know.

JS

Recommendation:

Board of Public Works recommends the Budget and Finance Committee and Village Board refund the inspection assessments to pond owners who have already paid and forego collection of any remaining unpaid fees related to the 2022 inspection cycle.



STAFF MEMO

Village of Jackson Public Works

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

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

From: Jack Straehler, Director of Public Works

Subject: Review of Bids - 2026 Street Improvement Projects - Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive - Update

Meeting Date: March 10, 2026 – Budget and Finance; Village Board

Background and Analysis:

This memo is to inform the Board regarding a request from a Board of Public Works Trustee to consider adding an additional segment of sidewalk along the west side of Eagle Drive, between Hickory Lane and Spruce Street, as part of the 2026 Street Improvement Projects.

Following a review of the street improvement plans, project bids, current stormwater management, Department of Natural Resources (DNR) permitting requirements, and discussions with the design consultant engineer, it has been determined that while the addition of sidewalk along the west leg of Eagle Drive is technically feasible, it is not realistic within the current project timeline.

The primary constraints include DNR permitting requirements, stormwater management considerations, the potential need for land acquisition, and the removal and replacement of the existing water main along this segment. Incorporating this additional scope at this stage would require returning the project to the design phase, extensive stormwater management planning, and coordination for water main work. These factors would likely delay the project beyond acceptable timeframes.

For further details and technical clarification regarding this request, please refer to the attached memorandum from Project Engineer Jeff Chvosta.

If you have any questions, please let me know.

JS

Recommendation:

The Budget and Finance Committee and Village Board award the 2026 Street Improvement Projects of Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive to Vinton Construction to include the base bid and alternative two in the total amount of \$2,717,324.31.

Design Memorandum

[email transmittal]

To: Jack Straehler II, Village of Jackson Director of Public Works
From: Jeff Chvosta, Gremmer & Associates, Inc.
Date: March 2, 2026
Re: Eagle Drive – Sidewalk Feasibility from Hickory Lane to Spruce Street

Purpose

The purpose of the memorandum is intended to address the feasibility and costs associated with the installation of sidewalk along the west side of Eagle Drive from Hickory Lane to Spruce Street.

Background

Gremmer & Associates, Inc. was retained by the Village of Jackson to complete engineering services for the reconstruction of Hickory Lane, Hawthorn Drive, Aspen Drive and Linden Drive. Contract Amendment No. 2 was approved on July 9, 2025 which added the design of Eagle Drive from approximately 350-feet north of Hickory Lane to the south limits of the roundabout at STH 60. The scope of work along Eagle Drive included an urban reconstruct consisting of curb and gutter, storm sewer, street lighting and sidewalk (along the east side of the road).

Gremmer & Associates, Inc. submitted preliminary plans on October 14, 2025 that attempted to meet the requested design features along Eagle Drive and generally included curb and gutter with flumes to grass lined swales along the west side of the roadway, curb and gutter with storm sewer along the east side of the roadway, and sidewalk along the east side of the roadway. A meeting with the Village was held on October 27, 2025 to discuss the challenges associated with the design including depth of storm sewer and ability to match into the Ace Hardware and Piggly Wiggly properties located along the east side of the road due to inclusion of sidewalk, proximity of site features, and differences in elevation between proposed roadway improvements and site features. The decision was made to analyze the feasibility of installing sidewalk along the west side of Eagle Drive from Spruce Street to STH 60 in lieu of the east side due to the above-mentioned issues. Gremmer made the necessary revisions and presented the design to the public on December 9, 2025. Pre-final plans were submitted on January 9, 2026 and final bid documents were posted on February 3, 2026. All required stormwater management and permits were obtained with the “hybrid” urban section with sidewalk along the east side of Eagle Drive from the parking lot at the dog park to Spruce Street and along the west side from Spruce Street to STH 60.

Vinton Construction Company was the low bidder for the project based on bids that were opened on February 17, 2026. The Village of Jackson submitted a request on February 26, 2026 after reviewing the bids at the Board of Public Works meeting in regards to the feasibility and costs associated with the installation of sidewalk along the west side of Eagle Drive from Hickory Lane to Spruce Street.

Feasibility

The feasibility of installing sidewalk along the west side of Eagle Drive from Hickory Lane to Spruce Street relies on a multitude of factors, including but not limited to, the following:

- **Drainage:** The current design includes curb and gutter with flumes along the west side of the roadway which discharge to grass lined swales. A high point in the swale is located approximately halfway between Patridge Path and Ravens Way and flows south to Hickory Lane and north to Spruce Street from that point. The installation of sidewalk may require storm sewer to be installed from the existing termination points at Hickory Lane and Spruce Street to provide a conveyance method for roadway and off-site stormwater.
- **Stormwater Management:** The current design utilizes the grass lined swales, catch basins and street sweeping to meet the necessary stormwater management requirements associated with converting the roadway from a rural section to an urban section. The removal of the grass lined swales along the west side of the roadway will likely require stormwater management features to be constructed. Potential stormwater management features may include biofilters, ponds, underground detention or other features. Locations for these features are limited due to floodplains and wetlands associated with Cedar Creek and the Unnamed Tributary to Cedar Creek. Therefore, stormwater features may need to be located on Village owned land.
- **Sanitary Sewer & Water Main:** Existing sanitary sewer is located along the west side of Eagle Drive from Pheasant Lane to Spruce Street. Existing water main is located along the west side of Eagle Drive from Hickory Lane to Spruce Street. The existing water main is 12" ductile iron that was installed in 1985. The Village has indicated that the water main would likely be replaced if sidewalk were to be installed.
- **Right-of-Way:** The existing right-of-way is 40-feet along the west side of Eagle Drive from Hickory Lane to Spruce Street. It is anticipated that a proposed sidewalk would be located within the existing right-of-way, but grading for swales or to match the existing ground would extend outside of the existing right-of-way. Impacts to trees, stone pillars, mailboxes and other items are anticipated at the apartment and condominium developments.
- **Utilities:** Existing gas, telephone and television facilities are located along the west side of Eagle Drive. The installation of sidewalk may require these facilities to relocate which may result in construction delays.
- **Permitting:** The current design has received all necessary WDNR permits, including a Stormwater Management Permit (NOI) and Wetland General Permit for wetland impacts less than 10,000 square feet. Revisions to the design will require permits to be re-submitted. Stormwater management features may be required due to the removal of the grass lined swales. In addition, an individual permit and wetland mitigation at an off-site bank may be required if impacts exceed 10,000 square feet. Wetland mitigation credits at a private bank may range up to \$150,000 per acre. Finally, a water main extension permit will be required with review times currently ranging from 60 to 90 days.
- **Schedule:** The design of the project has been completed, and the project has been let. Incorporating sidewalk along the west side of Eagle Drive from Hickory Lane to Spruce Street will require a design contract amendment, re-submittal of permits and re-letting of the project due to change in quantities and scope. It is anticipated that the time required to complete the above-mentioned tasks will take approximately 4 to 6 months and may not allow for Eagle Drive to be constructed in 2026.
- **Cost:** Additional costs associated with design and construction will occur. Conceptual costs are included in the next section. Competitive bids from five qualified contractors were received for the project and costs may increase if the project is re-bid or delayed.

Cost

There are increased design and construction costs associated with adding sidewalk along the west side of Eagle Drive from Hickory Lane to Spruce Street. The following are approximate costs and contract amendments and/or change orders would be submitted for review and approval prior to completing the work:

- Design: \$40,000 to \$60,000
- Construction: \$900,000 to \$1,000,000
 - Concrete Sidewalk = \$55,000
 - Base Aggregate = \$10,000
 - Storm Sewer = \$200,000
 - Stormwater Management = \$100,000
 - Water Main = \$500,000
 - Miscellaneous = \$35,000 to \$135,000

Conclusion

Overall, it may be feasible to add sidewalk along the west side of Eagle Drive from Hickory Lane to Spruce Street, but it would require a re-design of the project and additional coordination with utilities, WDNR and adjacent property owners. The revisions will result in additional design and construction costs and delays to the construction schedule.



STAFF MEMO

Village of Jackson Public Works

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

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

From: Jack Straehler, Director of Public Works

Subject: Review of Bids - 2026 Street Improvement Projects - Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive

Meeting Date: February 24, 2026 – Board of Public Works

Background and Analysis:

This memo is to inform the Board of the bids received for the 2026 Street Improvement Projects, which include Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive.

Bids were solicited in coordination with the project design consultant engineer, Gremmer & Associates, through the online Quest bidding platform. A total of five (5) contractors submitted bids for the project.

Bids were submitted that included a base bid, along with two alternatives for Eagle Drive: one for an asphalt roadway and one for a concrete roadway between the State Highway 60 roundabout and the Village wastewater treatment plant.

These alternatives were requested at the direction of the Village Board to evaluate pricing and consider the long-term durability and value to the Village's infrastructure.

Based on the competitive bids received and the anticipated longevity of the improvements, it is my recommendation that the Village proceed with the base bid and include alternative two for Eagle Drive.

The lowest responsible bid was submitted by Vinton Construction with the base bid amount of \$2,345,487.31, including alternative one of \$2,507,675.81, including alternative two of \$2,717,324.31. Please see the attached bid tabulation provided by Gremmer & Associates for a complete summary of all bids received.

Funding for this project will come from the following accounts:
600-00-56700-400-000 (Capital Projects Repairs/Construction)
300-00-17600-000-380 (Sewer Construction Work)
200-00-18600-395-000 (Water Construction Work)

If you have any questions, please let me know.

JS



Recommendation:

Board of Public Works recommends the Budget and Finance Committee and Village Board award the construction of the 2026 Street Improvement Projects of Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive to Vinton Construction to include the base bid and alternative two in the amount of \$2,717,324.31.

REVISED FOR BF 03-10-26
BPW 02-24-26

February 17, 2026

Village of Jackson
W194 N16660 Eagle Drive
Jackson, WI 53037

Attention: Jack Straehler II
Director of Public Works

Subject: Eagle Drive, Hawthorn Drive, Aspen Drive & Linden Drive
Reconstruction
Project No. VOJ 26-01
Bid Review

Dear Mr. Straehler:

We have evaluated the bids received on February 17, 2026 for the Eagle Drive, Hawthorn Drive, Aspen Drive and Linden Drive reconstruction project.

Five bids were received and are summarized below:

Company	Base Bid Total	Alt #1-Asphalt	Alt #2 - Concrete
Vinton Construction Company	\$2,345,487.31	\$162,188.50	\$371,837.00
Dorner, Inc.	\$2,410,354.90	\$179,196.50	\$355,060.00
LaLonde Contractors, Inc.	\$2,439,458.35	\$183,110.05	\$346,054.45
Mueller Excavating	\$2,440,526.70	\$173,541.70	\$364,173.10
Kopplin & Kinas Co., Inc.	\$2,494,919.96	\$164,566.75	\$333,925.30

Our evaluation of the submitted prequalification statement, bid form, and bid bond for Vinton Construction Company indicates that they are capable of completing the work required as shown in the contract documents. Therefore, if approved by the Board of Public Works and Village Board, we recommend the award of a contract for the Eagle Drive, Hawthorn Drive, Aspen Drive and Linden Drive reconstruction project to Vinton Construction Company for the Base Bid with the selection of either Alternate #1 – Asphalt Pavement or Alternate #2 – Concrete Pavement for Eagle Drive from the wastewater treatment plant to STH 60.

Sincerely,



Jeffrey A. Chvosta, P.E.
Project Manager
Gremmer & Associates, Inc.

Enclosures: Bid Tabulation & Contractor Bid Forms

Eagle Drive, Hawthorn Drive, Aspen Drive & Linden Drive (#10030653)
Owner: Village of Jackson
Solicitor: Gremmer & Associates
02/17/2026 02:00 PM CST

	Engineer Estimate	Vinton Construction Company	Dorner Inc.
Section 100 Roadway Items Total	\$1,457,353.65	\$1,571,553.05	\$1,392,315.30
Section 200 Storm Sewer Total	\$756,125.00	\$453,096.67	\$618,578.00
Section 300 Water Main Total	\$135,518.00	\$90,979.44	\$144,048.00
Section 400 Sanitary Sewer Total	\$27,000.00	\$17,232.00	\$20,700.00
Section 500 Lighting Total	\$259,307.80	\$212,626.15	\$234,713.60
Alternate #1 - HMA Pavement (STA 62+00 'Eagle' - Eagle Drive North Project Limit) Total	\$191,620.00	\$162,188.50	\$179,196.50
Alternate #2 - Concrete Pavement (STA 62+00 'Eagle' - Eagle Drive North Project Limit) Total	\$405,790.00	\$371,837.00	\$355,060.00
Base Bid Total	\$2,635,304.45	\$2,345,487.31	\$2,410,354.90
Base Bid w/ Alternate #1 (HMA Pavement) Total	\$2,826,924.45	\$2,507,675.81	\$2,589,551.40
Base Bid w/ Alternate #2 (Concrete Pavement) Total	\$3,041,094.45	\$2,717,324.31	\$2,765,414.90

Eagle Drive, Hawthorn Drive, Aspen Drive & Linden Drive (#10030653)
Owner: Village of Jackson
Solicitor: Gremmer & Associates
02/17/2026 02:00 PM CST

	LaLonde Contractors, Inc.	Mueller Excavating	Kopplin & Kinas Co., Inc.
Section 100 Roadway Items Total	\$1,398,990.20	\$1,413,042.05	\$1,373,057.43
Section 200 Storm Sewer Total	\$734,419.00	\$666,149.65	\$725,207.00
Section 300 Water Main Total	\$73,143.00	\$163,776.00	\$132,935.00
Section 400 Sanitary Sewer Total	\$20,280.00	\$28,200.00	\$22,440.00
Section 500 Lighting Total	\$212,626.15	\$169,359.00	\$241,280.53
Alternate #1 - HMA Pavement (STA 62+00 'Eagle' - Eagle Drive North Project Limit) Total	\$183,110.05	\$173,541.70	\$164,566.75
Alternate #2 - Concrete Pavement (STA 62+00 'Eagle' - Eagle Drive North Project Limit) Total	\$346,054.45	\$364,173.10	\$333,925.30
Base Bid Total	\$2,439,458.35	\$2,440,526.70	\$2,494,919.96
Base Bid w/ Alternate #1 (HMA Pavement) Total	\$2,622,568.40	\$2,614,068.40	\$2,659,486.71
Base Bid w/ Alternate #2 (Concrete Pavement) Total	\$2,785,512.80	\$2,804,699.80	\$2,828,845.26

Eagle Drive, Hawthorn Drive, Aspen Drive & Linden Drive (#10030653)
Owner: Village of Jackson
Solicitor: Gremmer & Associates
02/17/2026 02:00 PM CST

Section	Bid Item	Item Description	UoFM	Quantity	Engineer Estimate		Vinton Construction Company		Dorner Inc.	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
100 Roadway Items	100-01	Clearing & Grubbing	LS	1	\$2,500.00	\$2,500.00	\$5,750.00	\$5,750.00	\$5,535.00	\$5,535.00
	100-02	Removing Curb & Gutter	LF	3790	\$5.00	\$18,950.00	\$4.60	\$17,434.00	\$2.50	\$9,475.00
	100-03	Removing Concrete Driveways and Sidewalk	SY	3805	\$6.50	\$24,732.50	\$7.16	\$27,243.80	\$7.80	\$29,679.00
	100-04	Excavation Common	CY	7685	\$22.00	\$169,070.00	\$26.97	\$207,264.45	\$22.70	\$174,449.50
	100-05	Excavation Below Subgrade	CY	755	\$22.00	\$16,610.00	\$24.00	\$18,120.00	\$22.70	\$17,138.50
	100-06	Pulverize and Relay	SY	1685	\$1.75	\$2,948.75	\$7.12	\$11,997.20	\$3.00	\$5,055.00
	100-07	Base Aggregate Dense 3/4-Inch	TON	795	\$30.00	\$23,850.00	\$16.50	\$13,117.50	\$26.50	\$21,067.50
	100-08	Base Aggregate Dense 1 1/4-Inch	TON	7800	\$18.00	\$140,400.00	\$16.50	\$128,700.00	\$19.25	\$150,150.00
	100-09	Base Aggregate Dense 3-Inch	TON	1660	\$19.00	\$31,540.00	\$21.37	\$35,474.20	\$22.00	\$36,520.00
	100-10	HMA Pavement 3 LT 58-28 S	TON	1755	\$70.00	\$122,850.00	\$69.00	\$121,095.00	\$76.40	\$134,082.00
	100-11	HMA Pavement 4 LT 58-28 S	TON	1170	\$75.00	\$87,750.00	\$65.90	\$77,103.00	\$73.00	\$85,410.00
	100-12	Asphaltic Surface Driveways	TON	545	\$120.00	\$65,400.00	\$98.20	\$53,519.00	\$108.70	\$59,241.50
	100-13	Asphaltic Flumes	SY	10	\$100.00	\$1,000.00	\$59.00	\$590.00	\$65.30	\$653.00
	100-14	Concrete Curb & Gutter 18-Inch Type D	LF	40	\$23.00	\$920.00	\$50.00	\$2,000.00	\$49.80	\$1,992.00
	100-15	Concrete Curb & Gutter 30-Inch Type D	LF	5405	\$25.00	\$135,125.00	\$18.55	\$100,262.75	\$19.00	\$102,695.00
	100-16	Concrete Curb Pedestrian	LF	60	\$50.00	\$3,000.00	\$45.00	\$2,700.00	\$44.30	\$2,658.00
	100-17	Concrete Sidewalk 4-Inch	SF	23645	\$6.00	\$141,870.00	\$6.80	\$160,786.00	\$6.00	\$141,870.00
	100-18	Concrete Sidewalk 6-Inch	SF	140	\$7.00	\$980.00	\$8.20	\$1,148.00	\$8.90	\$1,246.00
	100-19	Curb Ramp Detectable Warning Field Natural Patina	SF	50	\$32.00	\$1,600.00	\$35.00	\$1,750.00	\$46.50	\$2,325.00
	100-20	Concrete Driveway 7-Inch	SY	2605	\$75.00	\$195,375.00	\$75.75	\$197,328.75	\$69.20	\$180,266.00
	100-21	Concrete Surface Drains	CY	8	\$1,200.00	\$9,600.00	\$1,200.00	\$9,600.00	\$443.00	\$3,544.00
	100-22	Mobilization	EACH	1	\$92,000.00	\$92,000.00	\$200,000.00	\$200,000.00	\$36,500.00	\$36,500.00
	100-23	Silt Fence	LF	885	\$2.00	\$1,770.00	\$2.11	\$1,867.35	\$3.00	\$2,655.00
	100-24	Temporary Ditch Checks	LF	40	\$8.00	\$320.00	\$9.06	\$362.40	\$10.00	\$400.00
	100-25	Culvert Pipe Checks	EACH	30	\$25.00	\$750.00	\$34.07	\$1,022.10	\$55.00	\$1,650.00
	100-26	Inlet Protection Type A	EACH	6	\$80.00	\$480.00	\$104.50	\$627.00	\$240.00	\$1,440.00
	100-27	Inlet Protection Type B	EACH	10	\$55.00	\$550.00	\$71.50	\$715.00	\$50.00	\$500.00
	100-28	Inlet Protection Type C	EACH	27	\$60.00	\$1,620.00	\$71.50	\$1,930.50	\$55.00	\$1,485.00
	100-29	Topsoil, Seed, Fertilizer, and Mulch	SY	11400	\$7.50	\$85,500.00	\$7.01	\$79,914.00	\$9.25	\$105,450.00
	100-30	Topsoil, Seed, Fertilizer, and Erosion Mat	SY	2700	\$9.50	\$25,650.00	\$8.23	\$22,221.00	\$10.75	\$29,025.00
	100-31	Riprap Medium w/ Geotextile Fabric Type HR	CY	4	\$250.00	\$1,000.00	\$500.00	\$2,000.00	\$205.00	\$820.00
	100-32	Geotextile Fabric Type SAS	SY	2380	\$1.75	\$4,165.00	\$2.00	\$4,760.00	\$2.50	\$5,950.00
	100-33	Traffic Control	LS	1	\$15,000.00	\$15,000.00	\$28,000.00	\$28,000.00	\$6,200.00	\$6,200.00
	100-34	Permanent Signing	LS	1	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00
	100-35	Rectangular Rapid Flashing Beacon (STA 67+18)	EACH	2	\$10,000.00	\$20,000.00	\$7,000.00	\$14,000.00	\$7,749.00	\$15,498.00
	100-36	Marking Line Epoxy 4-Inch	LF	4492	\$0.70	\$3,144.40	\$2.40	\$10,780.80	\$2.00	\$8,984.00
	100-37	Marking Stop Line Epoxy 18-Inch	LF	17	\$15.00	\$255.00	\$16.00	\$272.00	\$15.60	\$265.20
	100-38	Marking Diagonal Epoxy 12-Inch	LF	12	\$14.00	\$168.00	\$8.00	\$96.00	\$11.30	\$135.60
	100-39	Marking Crosswalk Epoxy Transverse Line 6-Inch	LF	145	\$9.00	\$1,305.00	\$10.75	\$1,558.75	\$9.40	\$1,363.00
	100-40	Sawing Asphalt	LF	675	\$2.00	\$1,350.00	\$2.50	\$1,687.50	\$2.50	\$1,687.50
	100-41	Sawing Concrete	LF	1085	\$3.00	\$3,255.00	\$3.00	\$3,255.00	\$3.00	\$3,255.00
Section 100 Roadway Items Total					\$1,457,353.65		\$1,571,553.05		\$1,392,315.30	
200 Storm Sewer Items	200-01	Removing Small Pipe Culverts	EACH	12	\$500.00	\$6,000.00	\$400.00	\$4,800.00	\$180.00	\$2,160.00
	200-02	Removing Storm Sewer Structures	EACH	3	\$500.00	\$1,500.00	\$400.00	\$1,200.00	\$750.00	\$2,250.00
	200-03	Removing Storm Sewer	LF	254	\$25.00	\$6,350.00	\$30.00	\$7,620.00	\$23.00	\$5,842.00
	200-04	Abandoning Storm Sewer	CY	1	\$300.00	\$300.00	\$400.00	\$400.00	\$950.00	\$950.00
	200-05	Apron Endwalls For Pipe Steel 12-Inch	EACH	1	\$500.00	\$500.00	\$300.00	\$300.00	\$215.00	\$215.00
	200-06	Apron Endwalls For Pipe Arch Steel 24X18-Inch	EACH	8	\$550.00	\$4,400.00	\$400.00	\$3,200.00	\$320.00	\$2,560.00
	200-07	Apron Endwalls For Culvert Pipe Reinforced Concrete 12-Inch	EACH	6	\$1,200.00	\$7,200.00	\$520.00	\$3,120.00	\$1,610.00	\$9,660.00
	200-08	Apron Endwalls For Culvert Pipe Reinforced Concrete Horizontal Elliptical 19x30-Inch	EACH	1	\$1,750.00	\$1,750.00	\$1,840.00	\$1,840.00	\$1,995.00	\$1,995.00
	200-09	Pipe Arch Corrugated Steel 24X18-Inch	LF	196	\$80.00	\$15,680.00	\$56.07	\$10,989.72	\$62.00	\$12,152.00
	200-10	Storm Sewer Pipe Reinforced Concrete Class IV 12-Inch	LF	907	\$100.00	\$90,700.00	\$64.52	\$58,519.64	\$82.00	\$74,374.00
	200-11	Storm Sewer Pipe Reinforced Concrete Class IV 15-Inch	LF	681	\$110.00	\$74,910.00	\$66.68	\$45,409.08	\$100.00	\$68,100.00
	200-12	Storm Sewer Pipe Reinforced Concrete Horizontal Elliptical Class HE-IV 14x23-Inch	LF	291	\$140.00	\$40,740.00	\$121.54	\$35,368.14	\$171.00	\$49,761.00
	200-13	Storm Sewer Pipe Reinforced Concrete Horizontal Elliptical Class HE-IV 19x30-Inch	LF	98	\$170.00	\$16,660.00	\$142.59	\$13,973.82	\$198.00	\$19,404.00

Eagle Drive, Hawthorn Drive, Aspen Drive & Linden Drive (#10030653)
Owner: Village of Jackson
Solicitor: Gremmer & Associates
02/17/2026 02:00 PM CST

					Engineer Estimate		Vinton Construction Company		Dorner Inc.	
Section	Bid Item	Item Description	UoFM	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
	200-14	Storm Sewer Pipe Class III-A 12-Inch	LF	70	\$85.00	\$5,950.00	\$51.81	\$3,626.70	\$79.00	\$5,530.00
	200-15	Storm Sewer Pipe Class III-A 15-Inch	LF	1063	\$90.00	\$95,670.00	\$52.10	\$55,382.30	\$89.00	\$94,607.00
	200-16	Storm Sewer Pipe HDPE 12-Inch	LF	29	\$85.00	\$2,465.00	\$57.68	\$1,672.72	\$88.00	\$2,552.00
	200-17	Storm Sewer Pipe PVC 4-Inch - Trenched	LF	2807	\$75.00	\$210,525.00	\$24.70	\$69,332.90	\$38.00	\$106,666.00
	200-18	Storm Sewer Pipe HDPE 4-Inch - Directionally Drilled	LF	151	\$175.00	\$26,425.00	\$50.00	\$7,550.00	\$75.00	\$11,325.00
	200-19	Catch Basins 2.5x3-FT w/ Casting	EACH	15	\$4,000.00	\$60,000.00	\$3,784.00	\$56,760.00	\$3,875.00	\$58,125.00
	200-20	Manholes 4-FT Diameter w/ Casting	EACH	7	\$4,000.00	\$28,000.00	\$4,200.00	\$29,400.00	\$4,340.00	\$30,380.00
	200-21	Manholes 5-FT Diameter w/ Casting	EACH	3	\$6,000.00	\$18,000.00	\$5,000.00	\$15,000.00	\$6,165.00	\$18,495.00
	200-22	Inlets Median 1 Grate w/ Casting	EACH	7	\$4,000.00	\$28,000.00	\$3,075.95	\$21,531.65	\$3,895.00	\$27,265.00
	200-23	Adjusting Inlet Covers	EACH	2	\$1,000.00	\$2,000.00	\$950.00	\$1,900.00	\$500.00	\$1,000.00
	200-24	Connect to Existing Sump Pump Discharge	EACH	33	\$300.00	\$9,900.00	\$100.00	\$3,300.00	\$300.00	\$9,900.00
	200-25	Connect to Existing Storm Sewer Lateral	EACH	1	\$250.00	\$250.00	\$150.00	\$150.00	\$310.00	\$310.00
	200-26	Connect to Existing Storm Sewer Pipe	EACH	3	\$750.00	\$2,250.00	\$250.00	\$750.00	\$1,000.00	\$3,000.00
Section 200 Storm Sewer Total					\$756,125.00		\$453,096.67		\$618,578.00	
300 Water Main Items	300-01	Remove Hydrant	EACH	4	\$500.00	\$2,000.00	\$2,000.00	\$8,000.00	\$600.00	\$2,400.00
	300-02	Remove Gate Valve	EACH	3	\$250.00	\$750.00	\$500.00	\$1,500.00	\$180.00	\$540.00
	300-03	Remove Water Main	LF	40	\$25.00	\$1,000.00	\$75.00	\$3,000.00	\$25.00	\$1,000.00
	300-04	Connect to Existing Water Main Fitting	EACH	4	\$2,750.00	\$11,000.00	\$815.00	\$3,260.00	\$2,155.00	\$8,620.00
	300-05	Remove and Replace Water Service Curb Box	EACH	44	\$1,250.00	\$55,000.00	\$528.00	\$23,232.00	\$1,575.00	\$69,300.00
	300-06	Water Main PVC 6-Inch	LF	44	\$300.00	\$13,200.00	\$115.76	\$5,093.44	\$292.00	\$12,848.00
	300-07	Water Gate Valve 6-Inch	EACH	2	\$2,750.00	\$5,500.00	\$3,000.00	\$6,000.00	\$2,475.00	\$4,950.00
	300-08	Water Gate Valve 8-Inch	EACH	1	\$3,000.00	\$3,000.00	\$3,734.00	\$3,734.00	\$6,235.00	\$6,235.00
	300-09	Hydrant	EACH	4	\$9,000.00	\$36,000.00	\$7,500.00	\$30,000.00	\$7,430.00	\$29,720.00
	300-10	Hydrant Extension	EACH	1	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$1,700.00	\$1,700.00
	300-11	Adjusting Water Valves	EACH	21	\$300.00	\$6,300.00	\$200.00	\$4,200.00	\$275.00	\$5,775.00
	300-12	Polystyrene Insulation	SF	192	\$4.00	\$768.00	\$5.00	\$960.00	\$5.00	\$960.00
Section 300 Water Main Total					\$135,518.00		\$90,979.44		\$144,048.00	
400 Sanitary Sewer Items	400-01	Sanitary Sewer Manhole Covers Type J-Special	EACH	12	\$1,500.00	\$18,000.00	\$1,000.00	\$12,000.00	\$630.00	\$7,560.00
	400-02	Reconstructing Sanitary Sewer Manhole	VF	12	\$750.00	\$9,000.00	\$436.00	\$5,232.00	\$1,095.00	\$13,140.00
Section 400 Sanitary Sewer Total					\$27,000.00		\$17,232.00		\$20,700.00	
500 Lighting Items	500-01	Conduit Rigid Nonmetallic 2-Inch	LF	4218	\$11.00	\$46,398.00	\$9.00	\$37,962.00	\$10.00	\$42,180.00
	500-02	Conduit Special 2-Inch	LF	1012	\$20.00	\$20,240.00	\$15.00	\$15,180.00	\$16.60	\$16,799.20
	500-03	Electrical Wire Lighting 12 AWG	LF	4044	\$1.10	\$4,448.40	\$1.10	\$4,448.40	\$1.20	\$4,852.80
	500-04	Electrical Wire Lighting 6 AWG	LF	3753	\$2.00	\$7,506.00	\$2.00	\$7,506.00	\$2.20	\$8,256.60
	500-05	Electrical Wire Lighting 4 AWG	LF	15429	\$2.60	\$40,115.40	\$2.75	\$42,429.75	\$3.00	\$46,287.00
	500-06	Furnish and Install Lighting Unit Type A	EACH	23	\$4,000.00	\$92,000.00	\$3,000.00	\$69,000.00	\$3,321.00	\$76,383.00
	500-07	Furnish and Install Lighting Unit Type B - Single	EACH	2	\$3,500.00	\$7,000.00	\$3,000.00	\$6,000.00	\$3,321.00	\$6,642.00
	500-08	Furnish and Install Lighting Unit Type B - Twin	EACH	1	\$4,200.00	\$4,200.00	\$3,300.00	\$3,300.00	\$3,653.00	\$3,653.00
	500-09	Electrical Service Meter Breaker Pedestal Special	EACH	1	\$3,000.00	\$3,000.00	\$2,500.00	\$2,500.00	\$2,768.00	\$2,768.00
	500-10	Quazite Pull Boxes 12X12X24-Inch	EACH	23	\$1,000.00	\$23,000.00	\$900.00	\$20,700.00	\$996.00	\$22,908.00
	500-11	Concrete Base Type 5 Tall	EACH	3	\$3,800.00	\$11,400.00	\$1,200.00	\$3,600.00	\$1,328.00	\$3,984.00
Section 500 Lighting Total					\$259,307.80		\$212,626.15		\$234,713.60	
Alternate #1 - HMA Pavement	A1-01	Base Aggregate Dense 1 1/4-Inch	TON	2665	\$18.00	\$47,970.00	\$16.50	\$43,972.50	\$19.00	\$50,635.00
(STA 62+00 'Eagle' -	A1-02	HMA Pavement 3 LT 58-28 S	TON	705	\$70.00	\$49,350.00	\$66.80	\$47,094.00	\$73.90	\$52,099.50
Eagle Drive North Project Limit)	A1-03	HMA Pavement 4 LT 58-28 H	TON	470	\$90.00	\$42,300.00	\$71.00	\$33,370.00	\$78.60	\$36,942.00
	A1-04	Concrete Curb & Gutter 30-Inch Type D	LF	2080	\$25.00	\$52,000.00	\$18.15	\$37,752.00	\$19.00	\$39,520.00
Alternate #1 - HMA Pavement (STA 62+00 'Eagle' - Eagle Drive North Project Limit) Total					\$191,620.00		\$162,188.50		\$179,196.50	
Alternate #2 - Concrete Pavement	A2-01	Base Aggregate Dense 1 1/4-Inch	TON	1775	\$18.00	\$31,950.00	\$16.50	\$29,287.50	\$19.00	\$33,725.00
(STA 62+00 'Eagle' -	A2-02	Concrete Pavement 8-Inch	SY	4010	\$80.00	\$320,800.00	\$75.75	\$303,757.50	\$69.50	\$278,695.00
Eagle Drive North Project Limit)	A2-03	Concrete Curb & Gutter 30-Inch Type A	LF	2080	\$25.50	\$53,040.00	\$18.65	\$38,792.00	\$20.50	\$42,640.00
Alternate #2 - Concrete Pavement (STA 62+00 'Eagle' - Eagle Drive North Project Limit) Total					\$405,790.00		\$371,837.00		\$355,060.00	
Base Bid Total					\$2,635,304.45		\$2,345,487.31		\$2,410,354.90	
Base Bid w/ Alternate #1 (HMA Pavement) Total					\$2,826,924.45		\$2,507,675.81		\$2,589,551.40	
Base Bid w/ Alternate #2 (Concrete Pavement) Total					\$3,041,094.45		\$2,717,324.31		\$2,765,414.90	

Eagle Drive, Hawthorn Drive, Aspen Drive & Linden Drive (#10030653)
Owner: Village of Jackson
Solicitor: Gremmer & Associates
02/17/2026 02:00 PM CST

Section	Bid Item	Item Description	UoFM	Quantity	LaLonde Contractors, Inc.		Mueller Excavating		Kopplin & Kinas Co., Inc.	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
100 Roadway Items	100-01	Clearing & Grubbing	LS	1	\$5,750.00	\$5,750.00	\$6,000.00	\$6,000.00	\$500.00	\$500.00
	100-02	Removing Curb & Gutter	LF	3790	\$6.34	\$24,028.60	\$4.82	\$18,267.80	\$0.95	\$3,600.50
	100-03	Removing Concrete Driveways and Sidewalk	SY	3805	\$8.81	\$33,522.05	\$6.55	\$24,922.75	\$4.36	\$16,589.80
	100-04	Excavation Common	CY	7685	\$16.67	\$128,108.95	\$23.50	\$180,597.50	\$32.43	\$249,224.55
	100-05	Excavation Below Subgrade	CY	755	\$23.44	\$17,697.20	\$20.10	\$15,175.50	\$17.71	\$13,371.05
	100-06	Pulverize and Relay	SY	1685	\$5.01	\$8,441.85	\$3.15	\$5,307.75	\$3.69	\$6,217.65
	100-07	Base Aggregate Dense 3/4-Inch	TON	795	\$27.24	\$21,655.80	\$41.60	\$33,072.00	\$17.68	\$14,055.60
	100-08	Base Aggregate Dense 1 1/4-Inch	TON	7800	\$20.37	\$158,886.00	\$17.68	\$137,904.00	\$16.81	\$131,118.00
	100-09	Base Aggregate Dense 3-Inch	TON	1660	\$24.09	\$39,989.40	\$19.65	\$32,619.00	\$19.38	\$32,170.80
	100-10	HMA Pavement 3 LT 58-28 S	TON	1755	\$69.00	\$121,095.00	\$70.00	\$122,850.00	\$69.00	\$121,095.00
	100-11	HMA Pavement 4 LT 58-28 S	TON	1170	\$65.90	\$77,103.00	\$66.00	\$77,220.00	\$65.90	\$77,103.00
	100-12	Asphaltic Surface Driveways	TON	545	\$98.20	\$53,519.00	\$99.00	\$53,955.00	\$98.20	\$53,519.00
	100-13	Asphaltic Flumes	SY	10	\$59.00	\$590.00	\$59.00	\$590.00	\$59.00	\$590.00
	100-14	Concrete Curb & Gutter 18-Inch Type D	LF	40	\$42.57	\$1,702.80	\$29.65	\$1,186.00	\$45.00	\$1,800.00
	100-15	Concrete Curb & Gutter 30-Inch Type D	LF	5405	\$23.25	\$125,666.25	\$18.44	\$99,668.20	\$17.15	\$92,695.75
	100-16	Concrete Curb Pedestrian	LF	60	\$51.47	\$3,088.20	\$76.00	\$4,560.00	\$40.00	\$2,400.00
	100-17	Concrete Sidewalk 4-Inch	SF	23645	\$6.68	\$157,948.60	\$5.85	\$138,323.25	\$5.40	\$127,683.00
	100-18	Concrete Sidewalk 6-Inch	SF	140	\$8.93	\$1,250.20	\$6.65	\$931.00	\$8.00	\$1,120.00
	100-19	Curb Ramp Detectable Warning Field Natural Patina	SF	50	\$41.06	\$2,053.00	\$35.00	\$1,750.00	\$42.00	\$2,100.00
	100-20	Concrete Driveway 7-Inch	SY	2605	\$75.13	\$195,713.65	\$71.40	\$185,997.00	\$62.55	\$162,942.75
	100-21	Concrete Surface Drains	CY	8	\$1,003.06	\$8,024.48	\$650.00	\$5,200.00	\$400.00	\$3,200.00
	100-22	Mobilization	EACH	1	\$68,689.24	\$68,689.24	\$110,000.00	\$110,000.00	\$97,495.00	\$97,495.00
	100-23	Silt Fence	LF	885	\$1.65	\$1,460.25	\$2.14	\$1,893.90	\$1.65	\$1,460.25
	100-24	Temporary Ditch Checks	LF	40	\$16.00	\$640.00	\$5.44	\$217.60	\$16.00	\$640.00
	100-25	Culvert Pipe Checks	EACH	30	\$35.00	\$1,050.00	\$17.60	\$528.00	\$35.00	\$1,050.00
	100-26	Inlet Protection Type A	EACH	6	\$185.00	\$1,110.00	\$85.00	\$510.00	\$185.00	\$1,110.00
	100-27	Inlet Protection Type B	EACH	10	\$55.00	\$550.00	\$50.00	\$500.00	\$55.00	\$550.00
	100-28	Inlet Protection Type C	EACH	27	\$65.00	\$1,755.00	\$50.00	\$1,350.00	\$65.00	\$1,755.00
	100-29	Topsoil, Seed, Fertilizer, and Mulch	SY	11400	\$6.50	\$74,100.00	\$6.47	\$73,758.00	\$7.81	\$89,034.00
	100-30	Topsoil, Seed, Fertilizer, and Erosion Mat	SY	2700	\$7.80	\$21,060.00	\$8.28	\$22,356.00	\$9.11	\$24,597.00
	100-31	Riprap Medium w/ Geotextile Fabric Type HR	CY	4	\$198.67	\$794.68	\$350.00	\$1,400.00	\$298.00	\$1,192.00
	100-32	Geotextile Fabric Type SAS	SY	2380	\$2.14	\$5,093.20	\$2.20	\$5,236.00	\$1.61	\$3,831.80
	100-33	Traffic Control	LS	1	\$5,600.00	\$5,600.00	\$12,500.00	\$12,500.00	\$5,600.00	\$5,600.00
	100-34	Permanent Signing	LS	1	\$3,842.00	\$3,842.00	\$1,650.00	\$1,650.00	\$3,842.00	\$3,842.00
	100-35	Rectangular Rapid Flashing Beacon (STA 67+18)	EACH	2	\$7,000.00	\$14,000.00	\$9,500.00	\$19,000.00	\$6,359.34	\$12,718.68
	100-36	Marking Line Epoxy 4-Inch	LF	4492	\$1.80	\$8,085.60	\$1.80	\$8,085.60	\$1.80	\$8,085.60
	100-37	Marking Stop Line Epoxy 18-Inch	LF	17	\$14.10	\$239.70	\$14.10	\$239.70	\$14.10	\$239.70
	100-38	Marking Diagonal Epoxy 12-Inch	LF	12	\$10.25	\$123.00	\$10.25	\$123.00	\$10.25	\$123.00
	100-39	Marking Crosswalk Epoxy Transverse Line 6-Inch	LF	145	\$8.50	\$1,232.50	\$8.50	\$1,232.50	\$8.50	\$1,232.50
	100-40	Sawing Asphalt	LF	675	\$1.75	\$1,181.25	\$3.00	\$2,025.00	\$2.67	\$1,802.25
	100-41	Sawing Concrete	LF	1085	\$2.35	\$2,549.75	\$4.00	\$4,340.00	\$3.32	\$3,602.20
Section 100 Roadway Items Total					\$1,398,990.20		\$1,413,042.05		\$1,373,057.43	
200 Storm Sewer Items	200-01	Removing Small Pipe Culverts	EACH	12	\$460.00	\$5,520.00	\$190.00	\$2,280.00	\$300.00	\$3,600.00
	200-02	Removing Storm Sewer Structures	EACH	3	\$1,800.00	\$5,400.00	\$600.00	\$1,800.00	\$540.00	\$1,620.00
	200-03	Removing Storm Sewer	LF	254	\$56.00	\$14,224.00	\$28.20	\$7,162.80	\$18.00	\$4,572.00
	200-04	Abandoning Storm Sewer	CY	1	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$285.00	\$285.00
	200-05	Apron Endwalls For Pipe Steel 12-Inch	EACH	1	\$125.00	\$125.00	\$350.00	\$350.00	\$210.00	\$210.00
	200-06	Apron Endwalls For Pipe Arch Steel 24X18-Inch	EACH	8	\$230.00	\$1,840.00	\$1,180.00	\$9,440.00	\$394.00	\$3,152.00
	200-07	Apron Endwalls For Culvert Pipe Reinforced Concrete 12-Inch	EACH	6	\$940.00	\$5,640.00	\$1,220.00	\$7,320.00	\$880.00	\$5,280.00
	200-08	Apron Endwalls For Culvert Pipe Reinforced Concrete Horizontal Elliptical 19x30-Inch	EACH	1	\$1,200.00	\$1,200.00	\$3,500.00	\$3,500.00	\$1,560.00	\$1,560.00
	200-09	Pipe Arch Corrugated Steel 24X18-Inch	LF	196	\$115.00	\$22,540.00	\$87.00	\$17,052.00	\$92.00	\$18,032.00
	200-10	Storm Sewer Pipe Reinforced Concrete Class IV 12-Inch	LF	907	\$90.00	\$81,630.00	\$88.75	\$80,496.25	\$130.00	\$117,910.00
	200-11	Storm Sewer Pipe Reinforced Concrete Class IV 15-Inch	LF	681	\$95.00	\$64,695.00	\$89.60	\$61,017.60	\$120.00	\$81,720.00
	200-12	Storm Sewer Pipe Reinforced Concrete Horizontal Elliptical Class HE-IV 14x23-Inch	LF	291	\$130.00	\$37,830.00	\$110.00	\$32,010.00	\$170.00	\$49,470.00
	200-13	Storm Sewer Pipe Reinforced Concrete Horizontal Elliptical Class HE-IV 19x30-Inch	LF	98	\$140.00	\$13,720.00	\$162.00	\$15,876.00	\$200.00	\$19,600.00

Eagle Drive, Hawthorn Drive, Aspen Drive & Linden Drive (#10030653)
Owner: Village of Jackson
Solicitor: Gremmer & Associates
02/17/2026 02:00 PM CST

					LaLonde Contractors, Inc.		Mueller Excavating		Kopplin & Kinas Co., Inc.	
Section	Bid Item	Item Description	UoFM	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
	200-14	Storm Sewer Pipe Class III-A 12-Inch	LF	70	\$90.00	\$6,300.00	\$88.00	\$6,160.00	\$130.00	\$9,100.00
	200-15	Storm Sewer Pipe Class III-A 15-Inch	LF	1063	\$100.00	\$106,300.00	\$91.00	\$96,733.00	\$120.00	\$127,560.00
	200-16	Storm Sewer Pipe HDPE 12-Inch	LF	29	\$80.00	\$2,320.00	\$70.00	\$2,030.00	\$90.00	\$2,610.00
	200-17	Storm Sewer Pipe PVC 4-Inch - Trenched	LF	2807	\$85.00	\$238,595.00	\$51.00	\$143,157.00	\$43.00	\$120,701.00
	200-18	Storm Sewer Pipe HDPE 4-Inch - Directionally Drilled	LF	151	\$40.00	\$6,040.00	\$135.00	\$20,385.00	\$50.00	\$7,550.00
	200-19	Catch Basins 2.5x3-FT w/ Casting	EACH	15	\$2,500.00	\$37,500.00	\$3,800.00	\$57,000.00	\$3,800.00	\$57,000.00
	200-20	Manholes 4-FT Diameter w/ Casting	EACH	7	\$3,500.00	\$24,500.00	\$4,100.00	\$28,700.00	\$4,475.00	\$31,325.00
	200-21	Manholes 5-FT Diameter w/ Casting	EACH	3	\$4,500.00	\$13,500.00	\$5,660.00	\$16,980.00	\$5,900.00	\$17,700.00
	200-22	Inlets Median 1 Grate w/ Casting	EACH	7	\$3,000.00	\$21,000.00	\$4,000.00	\$28,000.00	\$3,900.00	\$27,300.00
	200-23	Adjusting Inlet Covers	EACH	2	\$1,200.00	\$2,400.00	\$700.00	\$1,400.00	\$550.00	\$1,100.00
	200-24	Connect to Existing Sump Pump Discharge	EACH	33	\$600.00	\$19,800.00	\$650.00	\$21,450.00	\$425.00	\$14,025.00
	200-25	Connect to Existing Storm Sewer Lateral	EACH	1	\$500.00	\$500.00	\$2,300.00	\$2,300.00	\$425.00	\$425.00
	200-26	Connect to Existing Storm Sewer Pipe	EACH	3	\$100.00	\$300.00	\$850.00	\$2,550.00	\$600.00	\$1,800.00
Section 200 Storm Sewer Total					\$734,419.00		\$666,149.65		\$725,207.00	
300 Water Main Items	300-01	Remove Hydrant	EACH	4	\$1,000.00	\$4,000.00	\$600.00	\$2,400.00	\$500.00	\$2,000.00
	300-02	Remove Gate Valve	EACH	3	\$1,000.00	\$3,000.00	\$600.00	\$1,800.00	\$100.00	\$300.00
	300-03	Remove Water Main	LF	40	\$50.00	\$2,000.00	\$100.00	\$4,000.00	\$10.00	\$400.00
	300-04	Connect to Existing Water Main Fitting	EACH	4	\$400.00	\$1,600.00	\$2,800.00	\$11,200.00	\$1,000.00	\$4,000.00
	300-05	Remove and Replace Water Service Curb Box	EACH	44	\$170.00	\$7,480.00	\$2,000.00	\$88,000.00	\$1,550.00	\$68,200.00
	300-06	Water Main PVC 6-Inch	LF	44	\$120.00	\$5,280.00	\$190.00	\$8,360.00	\$100.00	\$4,400.00
	300-07	Water Gate Valve 6-Inch	EACH	2	\$2,800.00	\$5,600.00	\$3,000.00	\$6,000.00	\$2,400.00	\$4,800.00
	300-08	Water Gate Valve 8-Inch	EACH	1	\$3,800.00	\$3,800.00	\$3,200.00	\$3,200.00	\$3,100.00	\$3,100.00
	300-09	Hydrant	EACH	4	\$7,100.00	\$28,400.00	\$7,500.00	\$30,000.00	\$9,300.00	\$37,200.00
	300-10	Hydrant Extension	EACH	1	\$2,623.00	\$2,623.00	\$1,940.00	\$1,940.00	\$1,800.00	\$1,800.00
	300-11	Adjusting Water Valves	EACH	21	\$400.00	\$8,400.00	\$300.00	\$6,300.00	\$275.00	\$5,775.00
	300-12	Polystyrene Insulation	SF	192	\$5.00	\$960.00	\$3.00	\$576.00	\$5.00	\$960.00
Section 300 Water Main Total					\$73,143.00		\$163,776.00		\$132,935.00	
400 Sanitary Sewer Items	400-01	Sanitary Sewer Manhole Covers Type J-Special	EACH	12	\$750.00	\$9,000.00	\$1,550.00	\$18,600.00	\$1,270.00	\$15,240.00
	400-02	Reconstructing Sanitary Sewer Manhole	VF	12	\$940.00	\$11,280.00	\$800.00	\$9,600.00	\$600.00	\$7,200.00
Section 400 Sanitary Sewer Total					\$20,280.00		\$28,200.00		\$22,440.00	
500 Lighting Items	500-01	Conduit Rigid Nonmetallic 2-Inch	LF	4218	\$9.00	\$37,962.00	\$12.00	\$50,616.00	\$6.58	\$27,754.44
	500-02	Conduit Special 2-Inch	LF	1012	\$15.00	\$15,180.00	\$13.00	\$13,156.00	\$17.13	\$17,335.56
	500-03	Electrical Wire Lighting 12 AWG	LF	4044	\$1.10	\$4,448.40	\$1.00	\$4,044.00	\$1.00	\$4,044.00
	500-04	Electrical Wire Lighting 6 AWG	LF	3753	\$2.00	\$7,506.00	\$2.00	\$7,506.00	\$2.28	\$8,556.84
	500-05	Electrical Wire Lighting 4 AWG	LF	15429	\$2.75	\$42,429.75	\$3.00	\$46,287.00	\$3.31	\$51,069.99
	500-06	Furnish and Install Lighting Unit Type A	EACH	23	\$3,000.00	\$69,000.00	\$800.00	\$18,400.00	\$3,541.95	\$81,464.85
	500-07	Furnish and Install Lighting Unit Type B - Single	EACH	2	\$3,000.00	\$6,000.00	\$900.00	\$1,800.00	\$3,560.24	\$7,120.48
	500-08	Furnish and Install Lighting Unit Type B - Twin	EACH	1	\$3,300.00	\$3,300.00	\$950.00	\$950.00	\$4,268.71	\$4,268.71
	500-09	Electrical Service Meter Breaker Pedestal Special	EACH	1	\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$6,855.60	\$6,855.60
	500-10	Quazite Pull Boxes 12X12X24-Inch	EACH	23	\$900.00	\$20,700.00	\$700.00	\$16,100.00	\$1,223.47	\$28,139.81
	500-11	Concrete Base Type 5 Tall	EACH	3	\$1,200.00	\$3,600.00	\$2,500.00	\$7,500.00	\$1,556.75	\$4,670.25
Section 500 Lighting Total					\$212,626.15		\$169,359.00		\$241,280.53	
Alternate #1 - HMA Pavement (STA 62+00 'Eagle' - Eagle Drive North Project Limit)	A1-01	Base Aggregate Dense 1 1/4-Inch	TON	2665	\$20.37	\$54,286.05	\$18.10	\$48,236.50	\$17.07	\$45,491.55
	A1-02	HMA Pavement 3 LT 58-28 S	TON	705	\$66.80	\$47,094.00	\$70.00	\$49,350.00	\$66.80	\$47,094.00
	A1-03	HMA Pavement 4 LT 58-28 H	TON	470	\$71.00	\$33,370.00	\$80.00	\$37,600.00	\$74.20	\$34,874.00
	A1-04	Concrete Curb & Gutter 30-Inch Type D	LF	2080	\$23.25	\$48,360.00	\$18.44	\$38,355.20	\$17.84	\$37,107.20
Alternate #1 - HMA Pavement (STA 62+00 'Eagle' - Eagle Drive North Project Limit) Total					\$183,110.05		\$173,541.70		\$164,566.75	
Alternate #2 - Concrete Pavement (STA 62+00 'Eagle' - Eagle Drive North Project Limit)	A2-01	Base Aggregate Dense 1 1/4-Inch	TON	1775	\$20.37	\$36,156.75	\$18.10	\$32,127.50	\$17.92	\$31,808.00
	A2-02	Concrete Pavement 8-Inch	SY	4010	\$62.41	\$250,264.10	\$72.56	\$290,965.60	\$65.33	\$261,973.30
	A2-03	Concrete Curb & Gutter 30-Inch Type A	LF	2080	\$28.67	\$59,633.60	\$19.75	\$41,080.00	\$19.30	\$40,144.00
Alternate #2 - Concrete Pavement (STA 62+00 'Eagle' - Eagle Drive North Project Limit) Total					\$346,054.45		\$364,173.10		\$333,925.30	
Base Bid Total					\$2,439,458.35		\$2,440,526.70		\$2,494,919.96	
Base Bid w/ Alternate #1 (HMA Pavement) Total					\$2,622,568.40		\$2,614,068.40		\$2,659,486.71	
Base Bid w/ Alternate #2 (Concrete Pavement) Total					\$2,785,512.80		\$2,804,699.80		\$2,828,845.26	



STAFF MEMO

Village of Jackson Public Works

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

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

From: Jack Straehler, Director of Public Works

Subject: Review Construction Engineering Services Agreement - Cedar Corporation - 2026 Street Improvement Projects - Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive - Update

Meeting Date: March 10, 2026 – Budget and Finance; Village Board

Background and Analysis:

This memo is to inform the Board of the updated professional services agreement received from Cedar Corporation, Consultant Engineer, to provide construction inspection and contract administration services for the upcoming 2026 Street Improvements Project, which includes Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive.

The revised proposal was requested by the Board of Public Works Committee following its review of the project bids received for the 2026 Street Improvement Projects. The initial proposal from Cedar Corporation was based on an estimated construction cost of approximately \$3.5 million. However, the actual low bid for the project was \$2,717,324.31. Generally, as a rule of thumb, construction inspection and contract administration services amount to approximately 10% of the total project cost. Based on the updated construction bid amount, Cedar Corporation has submitted a revised proposal with a fee not to exceed \$275,000.00.

Please refer to the attached memo from Project Engineer Matthew Stephan, along with the revised professional services agreement, for additional details.

If you have any questions, please let me know.

JS

Recommendation:

The Budget and Finance Committee and Village Board approve the construction inspection and contract administration services agreement from Cedar Corporation for the 2026 Street Improvement Projects of Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive in an amount not to exceed \$275,000.00.

Date	2/25/2026
To	Mr. Jack Sraehler, DPW
From	Matthew J. Stephan, P.E.
Subject	2026 Road Reconstructions - Construction Engineering Services

Hi Jack,

I am reaching out following our phone conversation this morning regarding last night's Board of Public Works meeting regarding the proposal for construction observation and contract administration services.

As you know, the proposal we provided was set not to exceed \$350,000 and indicated an estimated cost of approximately 10% of the overall project construction value. At the time the proposal was prepared, the Village had not yet received construction bids.

Now that bids have been received and a low contractor determined, I can adjust our agreement for construction related services. Looking at the Bid Tab provided by you, it appears that the low bid (Vinton) was in the amount of \$2,717,324.31.

I have no problem adjusting our estimate to be in the range of 10% of the low bid. Therefore, the enclosed revised agreement will be based on a time and material basis with the not to exceed amount of \$275,000.

We will monitor charges as the project progresses. In the event the charges are nearing the not to exceed amount, I will contact you to evaluate the possible need to reevaluate/revise the not to exceed amount.

If you have any additional questions or would like to discuss this further, please do not hesitate to contact me.

I can be available to attend any upcoming meetings if you think board/committee members would have further questions for me.

Thank you,
Matt

**Confirmation of Client Request for Services
between Cedar Corporation (ENGINEER)
and Village of Jackson (CLIENT)**

Authorization to Perform Professional Engineering Services

ENGINEER is hereby authorized to proceed with the project listed below. The services are to be completed in a timely manner mutually agreeable with the CLIENT and ENGINEER.

Project: 2026 Road Reconstructions – Construction Engineering Services

Scope of Work: ENGINEER will complete services outlined below for the construction of the “Village of Jackson Eagle Drive, Hawthorne Drive, Aspen Drive, and Linden Drive Reconstruction project (Contract VOJ 26-01).”

A. CONSTRUCTION RELATED SERVICES

1. Provide construction related services following the award of contract by the CLIENT and during the course of construction to include; attend preconstruction conference, construction contract administration, general project coordination, attendance of progress meetings, conduct periodic site visits to determine, in general, if work is proceeding in accordance with the contract documents, and facilitate construction contract close-out.
2. Review the contractor's applications for payments and submit to the CLIENT with recommendations for payment.
3. Revise plans upon completion of the project in accordance with construction records of the site representative and post construction as-built survey, and provide copies of revised plans to CLIENT.

B. CONSTRUCTION SURVEY

1. Perform construction staking in accordance with the construction contract documents.
2. Perform a post-construction as-built survey of publicly owned utilities as constructed under this project.

C. CONSTRUCTION OBSERVATION

1. Provide a full-time resident project representative during the installation of underground utilities, as well as provide observation during the process of roadway construction with recording of daily construction activities and measurement of installed quantities.
2. Observe required utility testing.

3. Perform a final inspection of completed contract improvements before the final contractor application for payment is processed.

Method of Compensation: Work will be completed on a Time & Materials basis.

Hourly Rate Schedule: The hourly rates to be used for this item shall be determined by the hourly rate schedule incorporated into this agreement (Attachment B). The ENGINEER reserves the right to adjust the rates on a yearly basis.

Direct Expenses: Reimbursement of direct expenses incurred in connection with the PROJECT include the following:

- Mileage expenses per IRS regulations.
- Printing and reproduction.

The estimated cost is dependent on contractor speed of construction and efficiency. Based on our experience a budgeting estimate for Construction Engineering Services would be in the range of 10% of the construction contract cost. Vinton Construction Company's base bid with the Concrete Pavement Alternate was the apparent low bidder with a bid of \$2,717,324.31.

Our time and material charges will not exceed \$275,000 without prior Village Consent.

Invoicing: Billing invoices will include time sheet comments.

Payments are due and payable thirty (30) days from the date of the ENGINEER's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate of one percent (1%) per month from invoice date.

Timetable: Work times will be determined based on Contractor work schedule.

THIS AGREEMENT is hereby approved and executed this ____ day of _____, 2026.

VILLAGE OF JACKSON

By: _____

Name: _____

Title: _____

By: _____

Name: _____

CEDAR CORPORATION

By:  _____

Name: Matthew J. Stephan, PE

Title: Project Manager

By:  _____

Name: Douglas Kroes

Title: _____

Title: Construction Manager, Office Manager

Attachment B - Schedule of Hourly Rates

2026 SCHEDULE OF HOURLY RATES

CLASSIFICATION	RATE
Architectural Associate	\$130 - \$145
Architectural Project Manager	\$150 - \$175
Community Specialist	\$145
Construction Manager	\$160 - \$175
Director	\$220
Engineer	\$125 - \$195
GIS Specialist	\$110 - \$145
Intern	\$95
Landscape Architect	\$155
Planner	\$115 - \$155
Principal	\$240
Project Assistant	\$95 - \$115
Project Manager	\$165 - \$215
Scientist / Geologist	\$105 - \$160
Senior Architect	\$190
Surveyor	\$120 - \$145
Technician	\$100 - \$145

Reimbursable Expenses (in addition to compensation for professional services if not included in contract):

Vehicle Mileage	\$0.72/mile
GPS/Robotic Survey Equipment	\$40/hour
Aerial Drone	\$350/hour
Hydrone	\$70/hour

Reimbursement expenses are subject to adjustment during the calendar year based on operating costs and the IRS standard mileage rate.

Field supplies are charged to the project at cost. Review fees required by approving authorities shall be paid directly by the Owner.

THIS RATE SCHEDULE, APPENDED TO ANY CONTRACT, IS SUBJECT TO ANNUAL ADJUSTMENT.

Attachment C - Standard Conditions

PART I - DESCRIPTION OF SERVICES

- 1.1 CEDAR CORPORATION** agrees to provide professional services for the PROJECT as more completely described in this Agreement.
- 1.2 CEDAR CORPORATION** agrees to provide all professional services within a reasonable period of time following the date of authorization to proceed by CLIENT. If a special time schedule must be met for a PROJECT, it shall be specifically set forth in this Agreement.

PART II - CLIENT'S RESPONSIBILITIES

Client, at its expense, shall do the following in a timely manner so as not to delay the services,

- 2.1 INFORMATION/REPORTS.** Furnish Cedar Corporation with all reports, studies, site characterizations, regulatory orders, and similar information in its possession relating to the Project. Unless otherwise specified in Part I, Cedar Corporation may rely upon Client-furnished information without independent verification in performing the Service.
- 2.2 REPRESENTATIVE.** Designate a representative for the project who shall have the authority to transmit instructions, receive information, interpret and define Client's policies, and make decisions with respect to the services.
- 2.3 GIVE NOTICE.** Give prompt written notice to Cedar Corporation whenever Client observes or otherwise becomes aware of any defect in the Project or other event which may substantially affect performance of services under this Agreement.

PART III - BILLING, AND PAYMENT

- 3.1** Cedar Corporation will periodically bill the client with net payment due in 30 days. Unless Client provides Cedar Corporation with a written objection to the bill within 15 days of receipt, Client shall be deemed to accept the bill as submitted.
- 3.2** Where Client disputes some portion of the charges contained in Cedar Corporation's bill for

services, he shall make payment of that portion of the bill which is undisputed. In no case may Client elect to withhold payment to Cedar Corporation of the entire amount due.

- 3.3** If Client fails to make any payment due Cedar Corporation for services and expenses after receipt of Cedar Corporation's bill therefore, the amounts due Cedar Corporation shall bear interest from invoice date at the rate set forth in this agreement, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of Cedar Corporation. In addition Cedar Corporation may, after giving ten (10) days written notice to Client, suspend services under this agreement until paid in full all amounts due under this agreement. In the event Client does not pay, or does not pay timely, Cedar Corporation shall be entitled to collect from Client all amounts due plus expenses, including but not limited to attorney fees, incurred by Cedar Corporation in connection with collection efforts, in addition, the reasonable value of Cedar Corporation's time spent in connection with collection efforts, computed at Cedar Corporation's prevailing fee schedule.

PART IV - STANDARD TERMS AND CONDITIONS

- 4.1 STANDARD OF CARE.** Services shall be performed in accordance with the standard of professional practice ordinarily exercised by the applicable profession at the time and within the locality where the services are performed. Professional services are not subject to, and Cedar Corporation cannot provide any warranty or guarantee, either express or implied. Any such warranties or guarantees contained in any purchase orders, Client action, requisitions or notices to proceed issued by Client are specifically objected to by Cedar Corporation.
- 4.2 CHANGE OF SCOPE.** The Scope of Services set forth in this Agreement and in any addenda to the Agreement is based on facts known at the time of execution of this Agreement,

including, if applicable, information supplied by Client. For some projects involving conceptual or process development services, scope may not be fully definable during initial phases. As the project progresses, facts discovered may indicate that scope must be redefined.

- 4.3 SAFETY.** Cedar Corporation has established and maintains corporate programs and procedures for the safety of its employees. Unless specifically included as a service to be provided under this Agreement, Cedar Corporation specifically disclaims any authority or responsibility for general job site safety and safety of persons other than Cedar Corporation employees.
- 4.4 DELAYS.** If events beyond the control of Client or Cedar Corporation, including, but not limited to, fire, flood, explosion, riot, strike, war, process shutdown, act of god or the public enemy, and act or regulation of any government agency, result in delay to any schedule established in this Agreement or in any Addenda to this Agreement, then such schedule shall be amended to the extent necessary to compensate for such delay. In the event such delay exceeds 60 days, Cedar Corporation shall be entitled to an equitable adjustment in compensation.

- 4.5 TERMINATION.** Either party may terminate this Agreement at the end of the term hereof, or any extension thereof, upon 30 days written notice to the other party as provided at PART I above.

Also, this Agreement may be terminated by either party if the other party fails to fulfill its obligations under this Agreement through no fault of the terminating party. No such termination may be effected unless the other party is given not less than ten calendar day's written notice of intent to terminate and an opportunity for correcting the default and for consultation with the terminating party before termination. If Cedar Corporation terminates as a result of Client default or the Client terminates for cause,

Cedar Corporation shall be paid for services performed to the termination date including reimbursable expenses due. Upon receipt of the terminating action, Cedar Corporation shall promptly discontinue all services unless the notice directs otherwise, and upon receipt of final compensation make available to Client all appropriate documents prepared under the Agreement whether completed or in process.

- 4.6 OPINIONS OF PROBABLE CONSTRUCTION COST.** Any opinion of probable construction costs prepared by Cedar Corporation is supplied for the general guidance of the Client only. Since Cedar Corporation has no control over competitive bidding or market conditions, Cedar Corporation cannot guarantee the accuracy of such opinions as compared to contract bids or actual costs to Client.
- 4.7 RELATIONSHIP WITH CONTRACTORS.** Cedar Corporation shall serve as Client's professional representative for the services, and may make recommendations to Client concerning action relating to Client's contractors. However, Cedar Corporation specifically disclaims any authority to direct or supervise the means, methods, techniques, sequences or procedures of construction selected by Client's contractors.

- 4.8 CONSTRUCTION REVIEW.** For projects involving construction, Client acknowledges that under generally accepted professional practice, interpretations of construction documents in the field are normally required, and that performance of construction-related services by the design professional for the municipal project permits errors or omissions to be identified and corrected at comparatively low cost. Client agrees to hold Cedar Corporation harmless from any claims resulting from performance of municipal services by persons other than Cedar Corporation.

- 4.9 INSURANCE.** Cedar Corporation will maintain insurance coverage for Professional Liability, Comprehensive General,

Automobile, Workers Compensation, and Employer's Liability in amounts in accordance with applicable legal requirements as well as Cedar Corporation's business requirements. Certificates evidencing such coverage will be provided to Client upon request.

4.10 ALLOCATION OF RISKS. To the fullest extent permitted by law, Cedar Corporation shall indemnify and hold harmless, Client, Client's officers, directors, partners, and employees from and against any and all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Cedar Corporation or Cedar Corporation's officers, directors, partners, employees, and Cedar Corporation's consultants in the performance and furnishing of Cedar Corporation's services under this Agreement.

To the fullest extent permitted by law, Client shall indemnify and hold harmless Cedar Corporation, Cedar Corporation's officers, directors, partners, employees, and Cedar Corporation's consultants from and against any and all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Client or Client's officers, directors, partners, employees, and Client's consultants with respect to this Agreement or the Project.

To the fullest extent permitted by law, Cedar Corporation's total liability to Client and anyone claiming by, through, or under Client for any cost, loss, or damages caused in part by the negligence of Cedar Corporation and in part by the negligence of Client or any other negligent entity or individual, shall not exceed the percentage share that Cedar Corporation's negligence bears to the total negligence of Client, Cedar Corporation, and all other negligent entities and individuals.

4.11 HAZARDOUS MATERIAL.

Hazardous materials may exist at a site where there is no reason to believe they could or should be present. Cedar Corporation and Client agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the Project scope of work. Cedar Corporation agrees to notify Client as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials be encountered. Client acknowledges and agrees that it retains title to all hazardous material existing on the site and shall report to the appropriate federal, state or local public agencies, as required, any conditions at the site may present a potential danger to the public health, safety or the environment. Client shall execute any manifests or forms in connection with transporting or storage and disposal of hazardous materials resulting from the site or work on the site or shall authorize Cedar Corporation to execute such documents as Client's agent. Client waives any claim against Cedar Corporation and agrees to defend, indemnify, and save Cedar Corporation harmless from any claim or liability for injury or loss arising from Cedar Corporation's discovery of unanticipated hazardous materials or suspected hazardous materials.

4.12 ACCESS. Client shall provide Cedar Corporation safe access to any premises necessary for Cedar Corporation to provide the services.

4.13 REUSE OF PROJECT DELIVERABLES.

Reuse of any documents or other deliverables, including electronic media, pertaining to the project by Client for any purpose other than that for which such documents or deliverables were originally prepared, or alteration of such documents or deliverables without written verification or adaptation by Cedar Corporation for the specific purpose intended, shall be at the Client's risk. Further, all title blocks and the engineer's seal, if applicable, shall be removed if and when Client provides deliverables in electronic media to another entity. Client agrees that

relevant analyses, findings and reports provided in electronic media shall also be provided in "hard copy" and that the hard copy shall govern in the case of a discrepancy between the two versions, and shall be held as the official set of drawings, as signed and sealed. Client shall be afforded a period of thirty (30) days in which to check the hard copy against the electronic media. In the event that any error or inconsistency is discovered within such thirty (30) day period it shall be corrected at no additional cost to Client. Following the expiration of this thirty (30) day period, Client shall bear all responsibility for the care, custody and control of the electronic media. In addition, Client represents that it shall retain the necessary mechanisms to read the electronic media, which Client acknowledges to be of only limited duration. Client agrees to defend, indemnify, and hold harmless Cedar Corporation from all claims, damages, and expenses (including reasonable litigation costs), arising out of such reuse or alteration by Client or others acting through Client. Cedar Corporation agrees that all plans, engineering designs, electronic and computer data and imagery relating to Client's projects are the property of the Client and shall be presented to Client at no additional cost upon written request.

4.14 AMENDMENT. This Agreement, upon execution by both parties hereto, can be amended only by a written instrument signed by both parties.

4.15 ASSIGNMENT. Except for assignments (a) to entities which control, or are controlled by, the parties hereto or (b) resulting from operation of law, the rights and obligations of this Agreement cannot be assigned by either party without written permission of the other party. This Agreement shall be binding upon and inure to the benefit of any permitted assigns.

4.16 DISPUTE RESOLUTION. Parties shall attempt to settle disputes arising under this agreement by discussion between the parties senior representatives of management. If any dispute cannot be resolved in this manner within a reasonable length of time, parties agree to

attempt non-binding mediation or any other method of alternative dispute resolution prior to filing any legal proceedings. In the event any actions are brought to enforce this Agreement, the prevailing party shall be entitled to collect its litigation costs, including attorneys' fees from the other party.

4.17 NO WAIVER. No waiver by either party of any default by the other party in the performance of any particular section of this Agreement shall invalidate any other section of this Agreement or operate as a waiver of any future default, whether like or different in character.

4.18 NO THIRD-PARTY BENEFICIARY. Nothing contained in this Agreement, nor the performance of the parties hereunder, is intended to benefit, nor shall inure to the benefit of, any third party, including Client's municipal project contractors.

4.19 SEVERABILITY. The various terms, provisions and covenants contained in this Agreement or any addenda shall be deemed to be separate and severable, and the invalidity or unenforceability of any of them shall not affect or impair the validity or enforceability of the remainder.

4.20 AUTHORITY. The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.

4.21 OTHER. Cedar Corporation reserves the right to enter into agreements with other design professionals for portions of the work included under this Agreement. Where this subagreement would represent a major portion of the design work, Cedar Corporation shall receive approval of Client for this subagreement.



STAFF MEMO

Village of Jackson Public Works

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

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

From: Jack Straehler, Director of Public Works

Subject: Review Construction Engineering Services Agreement - Cedar Corporation - 2026 Street Improvement Projects - Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive

Meeting Date: February 24, 2026 – Board of Public Works

Background and Analysis:

This memo is to inform the Board of a professional services agreement received from Cedar Corporation, Consultant Engineer, to provide construction inspection and administrative services for the upcoming 2026 Street Improvements Project, which includes Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive.

The proposal was solicited because the project design consultant, Gremmer & Associates, is unable to perform construction inspection and administrative services due to current workload commitments.

Cedar Corporation has proposed providing these services on a time-and-materials basis. Billing will be dependent upon the contractor's pace and efficiency during construction. The total cost for these services is set not to exceed \$350,000.00.

Funding for this contract will come from the following accounts:
600-00-56700-400-000 (Capital Projects Repairs/Construction)
300-00-17600-000-380 (Sewer Construction Work)
200-00-18600-395-000 (Water Construction Work)

If you have any questions, please let me know.

JS

Recommendation:

Board of Public Works recommends the Budget and Finance Committee and Village Board approve the construction inspection and administrative services agreement from Cedar Corporation for the 2026 Street Improvement Projects of Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive in the amount not to exceed \$350,000.00.

**Confirmation of Client Request for Services
between Cedar Corporation (ENGINEER)
and Village of Jackson (CLIENT)**

Authorization to Perform Professional Engineering Services

ENGINEER is hereby authorized to proceed with the project listed below. The services are to be completed in a timely manner mutually agreeable with the CLIENT and ENGINEER.

Project: 2026 Road Reconstructions – Construction Engineering Services

Scope of Work: ENGINEER will complete services outlined below for the construction of the “Village of Jackson Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive Reconstruction project (Contract VOJ 26-01).”

A. CONSTRUCTION RELATED SERVICES

1. Provide construction related services following the award of contract by the CLIENT and during the course of construction to include; attend preconstruction conference, construction contract administration, general project coordination, attendance of progress meetings, conduct periodic site visits to determine, in general, if work is proceeding in accordance with the contract documents, and facilitate construction contract close-out.
2. Review the contractor's applications for payments and submit to the CLIENT with recommendations for payment.
3. Revise plans upon completion of the project in accordance with construction records of the site representative and post construction as-built survey, and provide copies of revised plans to CLIENT.

B. CONSTRUCTION SURVEY

1. Perform construction staking in accordance with the construction contract documents.
2. Perform a post-construction as-built survey of publicly owned utilities as constructed under this project.

C. CONSTRUCTION OBSERVATION

1. Provide a full-time resident project representative during the installation of underground utilities, as well as provide observation during the process of roadway construction with recording of daily construction activities and measurement of installed quantities.
2. Observe required utility testing.

3. Perform a final inspection of completed contract improvements before the final contractor application for payment is processed.

Method of Compensation: Work will be completed on a Time & Materials basis.

Hourly Rate Schedule: The hourly rates to be used for this item shall be determined by the hourly rate schedule incorporated into this agreement (Attachment B). The ENGINEER reserves the right to adjust the rates on a yearly basis.

Direct Expenses: Reimbursement of direct expenses incurred in connection with the PROJECT include the following:

- Mileage expenses per IRS regulations.
- Printing and reproduction.

The estimated cost is dependent on contractor speed of construction and efficiency. Based on our experience a budgeting estimate for Construction Engineering Services would be in the range of 10% of the construction contract cost. Based on construction cost estimates provided by the Village, time and material charges will not exceed \$350,000 without prior Village Consent.

Invoicing: Billing invoices will include time sheet comments.

Payments are due and payable thirty (30) days from the date of the ENGINEER's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate of one percent (1%) per month from invoice date.

Timetable: Work times will be determined based on Contractor work schedule.

THIS AGREEMENT is hereby approved and executed this ____ day of _____, 2026.

VILLAGE OF JACKSON

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

CEDAR CORPORATION

By: _____

Name: Matthew J. Stephan, PE

Title: Project Manager

By: _____

Name: Douglas Kroes

Title: Construction Manager, Office Manager

Attachment B - Schedule of Hourly Rates

2026 SCHEDULE OF HOURLY RATES

CLASSIFICATION	RATE
Architectural Associate	\$130 - \$145
Architectural Project Manager	\$150 - \$175
Community Specialist	\$145
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Director	\$220
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Reimbursable Expenses (in addition to compensation for professional services if not included in contract):

Vehicle Mileage	\$0.72/mile
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Aerial Drone	\$350/hour
Hydrone	\$70/hour

Reimbursement expenses are subject to adjustment during the calendar year based on operating costs and the IRS standard mileage rate.

Field supplies are charged to the project at cost. Review fees required by approving authorities shall be paid directly by the Owner.

THIS RATE SCHEDULE, APPENDED TO ANY CONTRACT, IS SUBJECT TO ANNUAL ADJUSTMENT.

Attachment C - Standard Conditions

PART I - DESCRIPTION OF SERVICES

1.1 CEDAR CORPORATION agrees to provide professional services for the PROJECT as more completely described in this Agreement.

1.2 CEDAR CORPORATION agrees to provide all professional services within a reasonable period of time following the date of authorization to proceed by CLIENT. If a special time schedule must be met for a PROJECT, it shall be specifically set forth in this Agreement.

PART II - CLIENT'S RESPONSIBILITIES

Client, at its expense, shall do the following in a timely manner so as not to delay the services,

2.1 INFORMATION/REPORTS. Furnish Cedar Corporation with all reports, studies, site characterizations, regulatory orders, and similar information in its possession relating to the Project. Unless otherwise specified in Part I, Cedar Corporation may rely upon Client-furnished information without independent verification in performing the Service.

2.2 REPRESENTATIVE. Designate a representative for the project who shall have the authority to transmit instructions, receive information, interpret and define Client's policies, and make decisions with respect to the services.

2.3 GIVE NOTICE. Give prompt written notice to Cedar Corporation whenever Client observes or otherwise becomes aware of any defect in the Project or other event which may substantially affect performance of services under this Agreement.

PART III - BILLING, AND PAYMENT

3.1 Cedar Corporation will periodically bill the client with net payment due in 30 days. Unless Client provides Cedar Corporation with a written objection to the bill within 15 days of receipt, Client shall be deemed to accept the bill as submitted.

3.2 Where Client disputes some portion of the charges contained in Cedar Corporation's bill for

services, he shall make payment of that portion of the bill which is undisputed. In no case may Client elect to withhold payment to Cedar Corporation of the entire amount due.

3.3 If Client fails to make any payment due Cedar Corporation for services and expenses after receipt of Cedar Corporation's bill therefore, the amounts due Cedar Corporation shall bear interest from invoice date at the rate set forth in this agreement, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of Cedar Corporation. In addition Cedar Corporation may, after giving ten (10) days written notice to Client, suspend services under this agreement until paid in full all amounts due under this agreement. In the event Client does not pay, or does not pay timely, Cedar Corporation shall be entitled to collect from Client all amounts due plus expenses, including but not limited to attorney fees, incurred by Cedar Corporation in connection with collection efforts, in addition, the reasonable value of Cedar Corporation's time spent in connection with collection efforts, computed at Cedar Corporation's prevailing fee schedule.

PART IV - STANDARD TERMS AND CONDITIONS

4.1 STANDARD OF CARE. Services shall be performed in accordance with the standard of professional practice ordinarily exercised by the applicable profession at the time and within the locality where the services are performed. Professional services are not subject to, and Cedar Corporation cannot provide any warranty or guarantee, either express or implied. Any such warranties or guarantees contained in any purchase orders, Client action, requisitions or notices to proceed issued by Client are specifically objected to by Cedar Corporation.

4.2 CHANGE OF SCOPE. The Scope of Services set forth in this Agreement and in any addenda to the Agreement is based on facts known at the time of execution of this Agreement,

including, if applicable, information supplied by Client. For some projects involving conceptual or process development services, scope may not be fully definable during initial phases. As the project progresses, facts discovered may indicate that scope must be redefined.

4.3 SAFETY. Cedar Corporation has established and maintains corporate programs and procedures for the safety of its employees. Unless specifically included as a service to be provided under this Agreement, Cedar Corporation specifically disclaims any authority or responsibility for general job site safety and safety of persons other than Cedar Corporation employees.

4.4 DELAYS. If events beyond the control of Client or Cedar Corporation, including, but not limited to, fire, flood, explosion, riot, strike, war, process shutdown, act of god or the public enemy, and act or regulation of any government agency, result in delay to any schedule established in this Agreement or in any Addenda to this Agreement, then such schedule shall be amended to the extent necessary to compensate for such delay. In the event such delay exceeds 60 days, Cedar Corporation shall be entitled to an equitable adjustment in compensation.

4.5 TERMINATION. Either party may terminate this Agreement at the end of the term hereof, or any extension thereof, upon 30 days written notice to the other party as provided at PART I above.

Also, this Agreement may be terminated by either party if the other party fails to fulfill its obligations under this Agreement through no fault of the terminating party. No such termination may be effected unless the other party is given not less than ten calendar day's written notice of intent to terminate and an opportunity for correcting the default and for consultation with the terminating party before termination. If Cedar Corporation terminates as a result of Client default or the Client terminates for cause,

Cedar Corporation shall be paid for services performed to the termination date including reimbursable expenses due. Upon receipt of the terminating action, Cedar Corporation shall promptly discontinue all services unless the notice directs otherwise, and upon receipt of final compensation make available to Client all appropriate documents prepared under the Agreement whether completed or in process.

4.6 OPINIONS OF PROBABLE CONSTRUCTION COST. Any opinion of probable construction costs prepared by Cedar Corporation is supplied for the general guidance of the Client only. Since Cedar Corporation has no control over competitive bidding or market conditions, Cedar Corporation cannot guarantee the accuracy of such opinions as compared to contract bids or actual costs to Client.

4.7 RELATIONSHIP WITH CONTRACTORS. Cedar Corporation shall serve as Client's professional representative for the services, and may make recommendations to Client concerning action relating to Client's contractors. However, Cedar Corporation specifically disclaims any authority to direct or supervise the means, methods, techniques, sequences or procedures of construction selected by Client's contractors.

4.8 CONSTRUCTION REVIEW. For projects involving construction, Client acknowledges that under generally accepted professional practice, interpretations of construction documents in the field are normally required, and that performance of construction-related services by the design professional for the municipal project permits errors or omissions to be identified and corrected at comparatively low cost. Client agrees to hold Cedar Corporation harmless from any claims resulting from performance of municipal services by persons other than Cedar Corporation.

4.9 INSURANCE. Cedar Corporation will maintain insurance coverage for Professional Liability, Comprehensive General,

Automobile, Workers Compensation, and Employer's Liability in amounts in accordance with applicable legal requirements as well as Cedar Corporation's business requirements. Certificates evidencing such coverage will be provided to Client upon request.

4.10 ALLOCATION OF RISKS. To the fullest extent permitted by law, Cedar Corporation shall indemnify and hold harmless, Client, Client's officers, directors, partners, and employees from and against any and all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Cedar Corporation or Cedar Corporation's officers, directors, partners, employees, and Cedar Corporation's consultants in the performance and furnishing of Cedar Corporation's services under this Agreement.

To the fullest extent permitted by law, Client shall indemnify and hold harmless Cedar Corporation, Cedar Corporation's officers, directors, partners, employees, and Cedar Corporation's consultants from and against any and all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Client or Client's officers, directors, partners, employees, and Client's consultants with respect to this Agreement or the Project.

To the fullest extent permitted by law, Cedar Corporation's total liability to Client and anyone claiming by, through, or under Client for any cost, loss, or damages caused in part by the negligence of Cedar Corporation and in part by the negligence of Client or any other negligent entity or individual, shall not exceed the percentage share that Cedar Corporation's negligence bears to the total negligence of Client, Cedar Corporation, and all other negligent entities and individuals.

4.11 HAZARDOUS MATERIAL.

Hazardous materials may exist at a site where there is no reason to believe they could or should be present. Cedar Corporation and Client agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the Project scope of work. Cedar Corporation agrees to notify Client as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials be encountered. Client acknowledges and agrees that it retains title to all hazardous material existing on the site and shall report to the appropriate federal, state or local public agencies, as required, any conditions at the site may present a potential danger to the public health, safety or the environment. Client shall execute any manifests or forms in connection with transporting or storage and disposal of hazardous materials resulting from the site or work on the site or shall authorize Cedar Corporation to execute such documents as Client's agent. Client waives any claim against Cedar Corporation and agrees to defend, indemnify, and save Cedar Corporation harmless from any claim or liability for injury or loss arising from Cedar Corporation's discovery of unanticipated hazardous materials or suspected hazardous materials.

4.12 ACCESS. Client shall provide Cedar Corporation safe access to any premises necessary for Cedar Corporation to provide the services.

4.13 REUSE OF PROJECT DELIVERABLES.

Reuse of any documents or other deliverables, including electronic media, pertaining to the project by Client for any purpose other than that for which such documents or deliverables were originally prepared, or alteration of such documents or deliverables without written verification or adaptation by Cedar Corporation for the specific purpose intended, shall be at the Client's risk. Further, all title blocks and the engineer's seal, if applicable, shall be removed if and when Client provides deliverables in electronic media to another entity. Client agrees that

relevant analyses, findings and reports provided in electronic media shall also be provided in "hard copy" and that the hard copy shall govern in the case of a discrepancy between the two versions, and shall be held as the official set of drawings, as signed and sealed. Client shall be afforded a period of thirty (30) days in which to check the hard copy against the electronic media. In the event that any error or inconsistency is discovered within such thirty (30) day period it shall be corrected at no additional cost to Client. Following the expiration of this thirty (30) day period, Client shall bear all responsibility for the care, custody and control of the electronic media. In addition, Client represents that it shall retain the necessary mechanisms to read the electronic media, which Client acknowledges to be of only limited duration. Client agrees to defend, indemnify, and hold harmless Cedar Corporation from all claims, damages, and expenses (including reasonable litigation costs), arising out of such reuse or alteration by Client or others acting through Client. Cedar Corporation agrees that all plans, engineering designs, electronic and computer data and imagery relating to Client's projects are the property of the Client and shall be presented to Client at no additional cost upon written request.

4.14 AMENDMENT. This Agreement, upon execution by both parties hereto, can be amended only by a written instrument signed by both parties.

4.15 ASSIGNMENT. Except for assignments (a) to entities which control, or are controlled by, the parties hereto or (b) resulting from operation of law, the rights and obligations of this Agreement cannot be assigned by either party without written permission of the other party. This Agreement shall be binding upon and inure to the benefit of any permitted assigns.

4.16 DISPUTE RESOLUTION. Parties shall attempt to settle disputes arising under this agreement by discussion between the parties senior representatives of management. If any dispute cannot be resolved in this manner within a reasonable length of time, parties agree to

attempt non-binding mediation or any other method of alternative dispute resolution prior to filing any legal proceedings. In the event any actions are brought to enforce this Agreement, the prevailing party shall be entitled to collect its litigation costs, including attorneys' fees from the other party.

4.17 NO WAIVER. No waiver by either party of any default by the other party in the performance of any particular section of this Agreement shall invalidate any other section of this Agreement or operate as a waiver of any future default, whether like or different in character.

4.18 NO THIRD-PARTY BENEFICIARY. Nothing contained in this Agreement, nor the performance of the parties hereunder, is intended to benefit, nor shall inure to the benefit of, any third party, including Client's municipal project contractors.

4.19 SEVERABILITY. The various terms, provisions and covenants contained in this Agreement or any addenda shall be deemed to be separate and severable, and the invalidity or unenforceability of any of them shall not affect or impair the validity or enforceability of the remainder.

4.20 AUTHORITY. The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.

4.21 OTHER. Cedar Corporation reserves the right to enter into agreements with other design professionals for portions of the work included under this Agreement. Where this subagreement would represent a major portion of the design work, Cedar Corporation shall receive approval of Client for this subagreement.



STAFF MEMO

Village of Jackson Public Works

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

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

From: Jack Straehler, Director of Public Works

Subject: Review Professional Services Proposal - HydroCorp - 2026/2027 Cross-Connection Inspections

Meeting Date: February 24, 2026 – Board of Public Works

Background and Analysis:

This memo is to inform the Board of a professional services proposal received from HydroCorp for village-wide commercial and industrial cross-connection inspections.

The proposal was requested to ensure the Water Utility becomes compliant with Wisconsin Department of Natural Resources regulations regarding commercial and industrial cross-connection inspections. These inspections are required to be performed by a licensed and trained professional, and most facilities must be inspected every two years to maintain compliance.

HydroCorp provides a turnkey, start-to-finish service that includes preparing and mailing required inspection notification letters, scheduling inspections with businesses, performing the required inspections, conducting re-inspections for non-compliant properties, and managing all related phone calls, documentation, and compliance tracking.

The proposal is structured as a two-year plan to bring the Village into compliance by inspecting approximately half of the commercial and industrial businesses each year.

The cost for this service is \$15,477.69 annually with a total 2-year proposal cost of \$31,574.49.

Funding for this contract will come from the following account:
200-00-54000-651-402 (Water System Study)

If you have any questions, please let me know.

JS

Recommendation:

Board of Public Works recommends the Budget and Finance Committee and Village Board approve the professional services proposal from HydroCorp for the 2026/2027 village-wide commercial and industrial cross-connection inspections in the amount of \$31,574.49.



Jackson Water Department



Wisconsin's Regulatory Landscape

Wisconsin Administrative Code Chapter NR 810.15 requires:

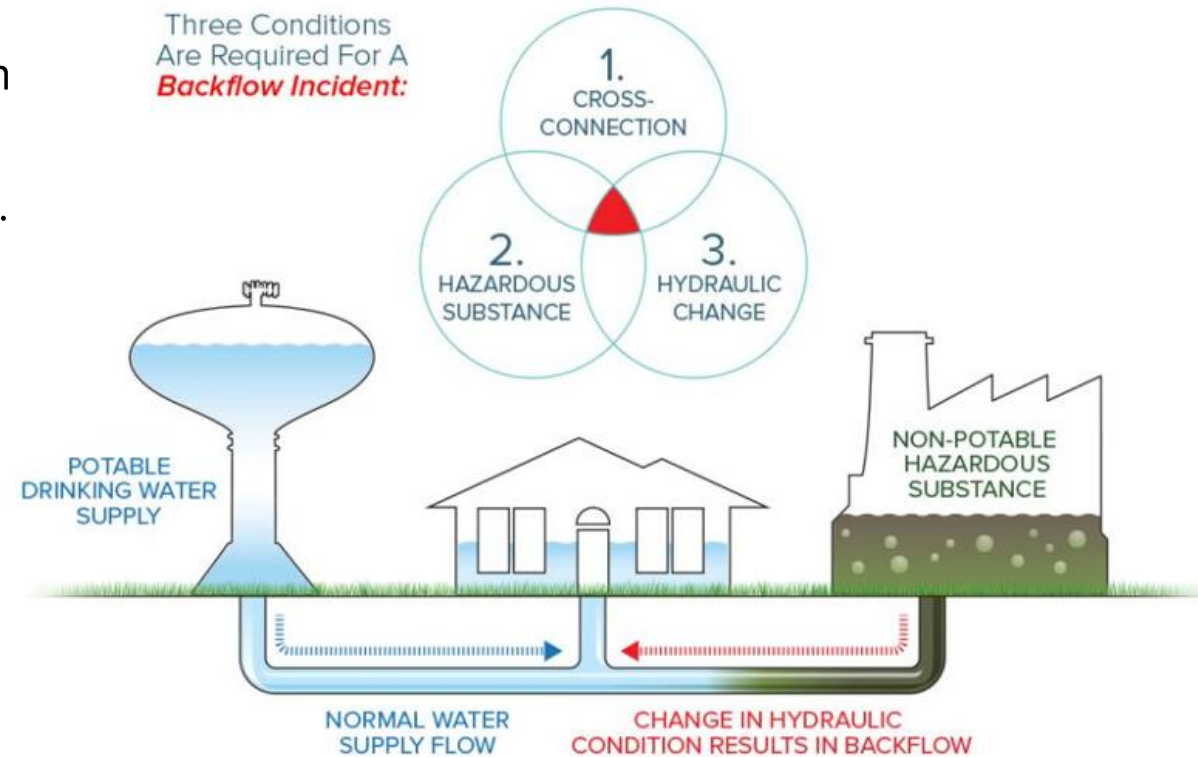
- Periodic inspections of all water customer premises
 - Minimum of every two years for high-hazard, non-residential facilities
- Annual testing of all backflow prevention assemblies
- Annual submission of a cross-connection report to DNR



Common hazards

- Garden Hose connections with missing backflow preventers
- Water Softener discharge lines directly connected to drain piping
- Boilers with missing or inappropriate backflow preventers.
- Improperly installed or Backflow Prevention Assemblies missing test documentation
- Toilets with faulty or unapproved anti-siphon fill valves
- Restaurant equipment connected to water supply
- Fire Sprinkler systems
- Chemical mixing systems in janitorial closets

[Stakeholders Advisory Video Link: Click HERE](#)



Risks when not addressed



- Incomplete records of verified backflow preventers
- Incomplete submissions of annual backflow test data
- Undetected/Suspect cross-connections
- Fines, penalties and legal consequences from non-compliance
- Backflow events that could lead to waterborne diseases/chemical exposure





The HydroCorp Promise

HydroCorp is the Safewater Authority™



Experience on Your Side

1983

Serving public works departments for more than 40 years

610

Trusted by public water systems nationwide

150

Backed by experienced team including nationally certified inspectors & surveyors

115,000

Cross-connection surveys conducted annually

100%

Customers surveyed felt their system was safer

200,000+

Backflow assemblies tracked

Experience On Your Side



Time tested, proven process our field inspectors follow to meet productivity and quality assurance goals



Inspection Team Training and Certifications



Trained administrative staff to handle client needs, water user questions and answer telephone calls in a professional, timely, and courteous manner



Active members in many water industry associations



Sharing our knowledge – Safewater EDU



SAFE WATER EDU
ONLINE LEARNING BY HYDROCORP

HydroCorp Turn-Key Program



Existing Plan Assessment

- Plan Review
- Ordinance Review



Public Awareness

- Program Announcement
- Establish wording and timing
- Social Media Content/Technical Images
- FAQ Webpage



On-site Inspections

- Prioritize
- Schedule
- Visual Review
- Documentation
- Corrective Action



Enforcement

- Violation Reports
- Compliance Re-inspections



Program Management

- Dedicated Support Team
- Maintains Program Data
- Annual/as needed reviews



Facility Survey/Inspection

Visual Review & Documentation



Numerous surveys daily in a designated client community



Greets building owner/occupant and explains the purpose of the site visit and expectations.



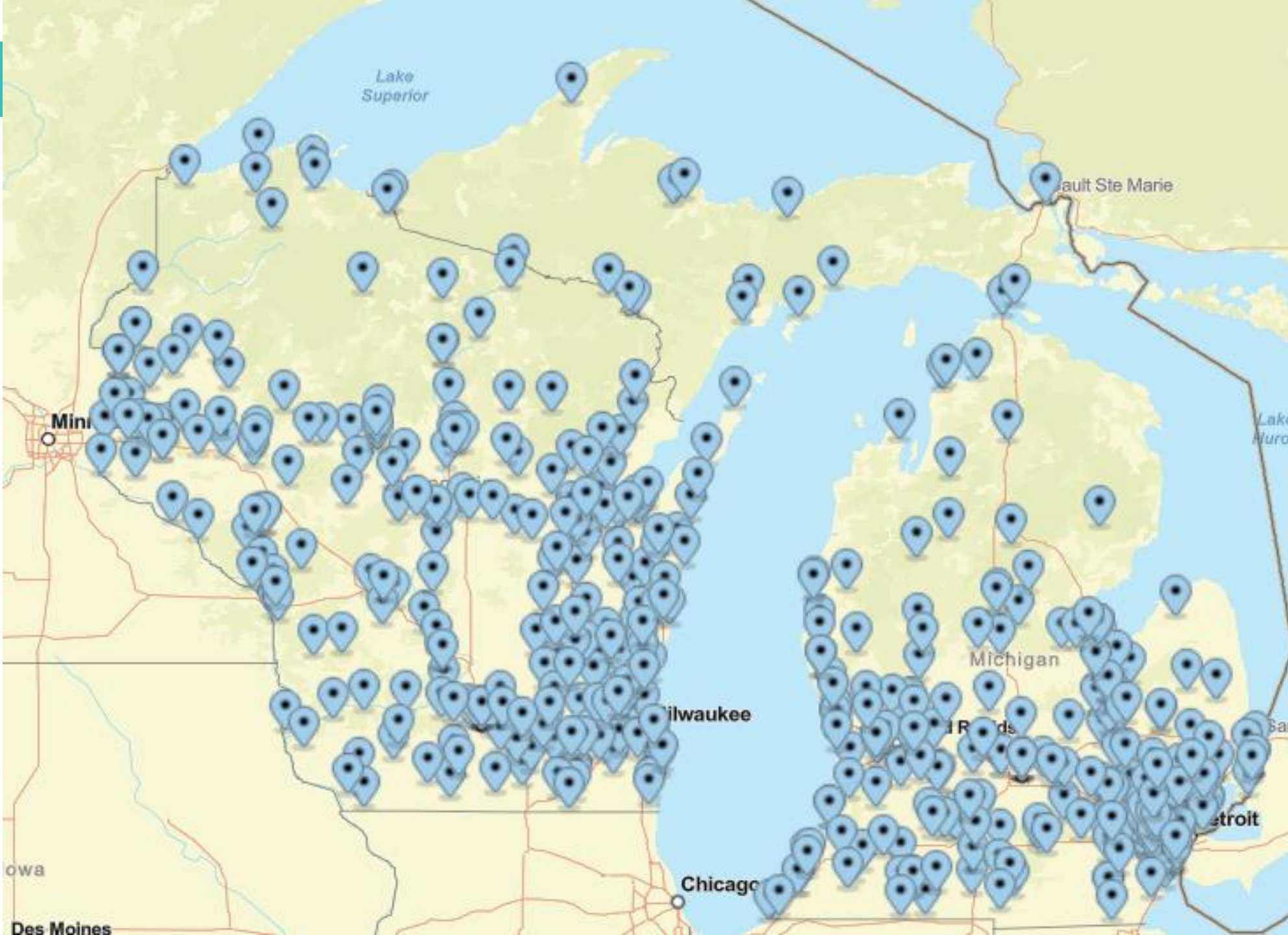
Using a tablet, surveys/assesses, and documents existing backflow prevention devices and/or assemblies.



Documents each backflow preventer location, size, manufacturer, model # and serial # and investigates to verify most recent test of BFP assembly



Documents any mandatory corrective action into the HydroSoft client database



Trusted
by
600+
Water
Systems
Nationwide

References & Case Studies



- [Compliance with DNR Cross-Connection Control Requirements](#) – Hurley WI
- [Streamlined Cross-Connection Control in Mt. Pleasant, MI](#)
- <https://hydrocorpinc.com/case-studies/maintaining-dnr-compliance-without-burdening-staff/>

Project Fees

2 year

Program	Number of Inspections	# of Months	Annual Cost	Total Cost
Non-Residential	106 88 initial 18 compliance	24	\$15,477.69	\$31,574.49

Pricing based on 2-year commitment with 4% increase annually
*see proposal document for additional details
*proposal is approximate – pending final counts and frequency
*Proposed pricing is valid for 90 days from the receipt of this proposal.

Questions/Next Steps

- Engage additional stakeholders
- Collaborate on mutually agreed project plan
- Talk through budget process
- Establish target timeline

At HydroCorp, we are committed to excellence in service and technical expertise that sets us apart as a trusted partner in protecting drinking water for communities nationwide.

SERVICE AGREEMENT

DEVELOPED FOR

Jack Straehler
Jackson Waterworks

W194 N16660 EAGLE DR
Jackson, WI, 53037

2/18/2026

PROTECTING PEOPLE, WATER, & CRITICAL PIPING INFRASTRUCTURE

For more than four decades, HydroCorp has been dedicated to advancing drinking water safety, compliance, and sustainability nationwide. Specializing in cross-connection control, backflow prevention, and detailed piping system schematics, HydroCorp integrates technology with deep industry expertise to streamline on-site activities, customer service, and data management.

OUR SERVICES



Cross-Connection
Control Programs



Backflow Preventer
Test Tracking



Water Meter
Replacement & Testing



Piping Schematics



Water Quality
Management & Sampling



Corporate Office

5700 Crooks Road, Suite 100
Troy, MI 48098

844-493-7646

 info@hydrocorpinc.com

 hydrocorpinc.com



SCOPE OF WORK 3-4

PROFESSIONAL SERVICE AGREEMENT..... 5-9

APPENDIX - QUALIFICATIONS..... 10

Statement of Work

HydroCorp™ (“Company”) will provide the following services to the Jackson Waterworks (“Client”). This project is a continued effort for an ongoing Cross-Connection Control Program and will provide the Jackson Waterworks with the necessary data and information to maintain compliance with the Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater Cross Connection Control Regulations. Once this project has been approved and accepted by the Jackson Waterworks and HydroCorp, you may expect completion of the following elements within a 24 month period. The components of the project include:

1.1. Program Review and Program Start-up Meeting. Company will conduct a Program Startup Meeting for the Cross-Connection Control/Backflow Prevention Program. Items for discussion/review will include the following:

- Review state & local regulations
- Review and/or provide assistance in establishing local Cross-Connection Control Ordinance
- Review/establish wording and timeliness for program notifications including:
 - Inspection Notice, Compliance Notice, Non-Compliance Notices 1-2, and Penalty Notices
 - Testing Notices 1,2, and 3, if applicable
- Special Program Notices and Electronic use of notices/program information
- Obtain updated facility listing, address information and existing program data from Utility.
- Prioritize Inspections (Utility owned buildings, schools, high hazard facilities, special circumstances.)
- Review/establish procedure for vacant facilities.
- Establish facility inspection schedule.
- Review/establish procedures and protocols for addressing specific hazards.
- Review/establish high-hazard, complex facilities and large industrial facility inspection/containment procedures including supplemental information/notification that may be requested from these types of facilities in order to achieve program compliance.
- Review/establish program reporting procedures including electronic reporting tools, educational and public awareness brochures

1.2. Inspections. Company will perform Non-Residential Exterior initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the utility served by the public water supply for cross-connections. Inspections will be conducted in accordance with the Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater Cross Connection Control Rules.

1.3. Inspection Schedule. Company shall determine and coordinate the inspection schedule. Inspection personnel will check in/out on a daily basis with the Client Contract Manager. The initial check-in will include a list of inspections scheduled. An exit interview will include a list of completed inspections.

1.4. Program Data. Company will generate and document the required program data for the Facility Types listed in the Services using the Company's Software Data Management Program. Program Data shall remain property of Client; however, Company's Software Data Management program shall remain the property of Company. View only and report capabilities are granted to Client. Additional Services include:

- (a) Prioritize and schedule inspections
- (b) Notify users of inspections and backflow device installation/testing requirements, if applicable
 - i. If applicable, Qualified Wisconsin Backflow Preventer Testers will register via HydroCorp Managed Software and be verified for current credentials prior to online test forms being accepted. Credential shall be maintained in HydroCorp Software and updated by HydroCorp staff.
 - ii. All testers are required to register & process results online
 - iii. Company does not accept test forms via fax, mail, or email from testers, water customers, or client
- (c) Monitor inspection compliance using Company's online software management program
- (d) Maintain the program to comply with all Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater regulations
- (e) Provide data management and program notices for all inspection and testing (if applicable) services throughout the term

1.5. Account Listing Information. Client shall provide the following information to Company during initial onboarding. Company will accept updates via standard account template no more often than once per month. **Any development work to enter facility listing in Company database will be charged at the rate of \$80.00 per hour. Incorrect facility addresses will be returned to the Utility contact and corrected address will be requested.** Information to include:

- (a) Account Listing: Jackson Waterworks to provide accurate account listing of active non-residential water customers with known backflow preventer assemblies.
- (b) Account Listing Format: Account listing to be provided in Excel format only; Required Account Information: Service Name, Service Street Address, Service City, Service State, Service Zip, Mailing Name, Mailing Street Address, Mailing City, Mailing State, Mailing Zip.
- (c) Required Device Information: Last Test Date, size, make, model, and serial number (if applicable)
 - i. All previous test data must be provided in excel format. Company will not accept paper tests for upload.

1.6. Cross Connection Control Plan and Review of Cross-Connection Control Ordinance. Company will review and/or develop a comprehensive cross-connection control policy manual/plan and submit to the appropriate regulatory agency for approval on behalf of Client. Company will review or assist in the development of a cross-connection control ordinance.

1.7. Public Relations Program. Company will assist Client with a community-wide public relations program, including general awareness brochures and website cross-connection control program content. The utility/city will provide HydroCorp with an electronic copy of the utility logo or utility letterhead and all envelopes for the mailing of all official program correspondence only (300 dpi in either .eps, or other high-quality image format).

1.8. Support. Company will provide ongoing support via phone, website, or email for the Term.

1.9. Facility Types. The facility types included in the program are as follows: industrial; institutional; commercial; miscellaneous water users; and multifamily. Large industrial and high-hazard complexes or facilities may require inspection/survey services outside the scope of this Agreement. Company typically allows a maximum of up to three (3) hours of inspection time per facility. An independent cross-connection control survey (at the business owner's expense) may be required at these larger/complex facilities, and the results submitted to Client to help verify program compliance.

1.10. Inspection Terms. Company will perform a maximum of 212.00 inspections over the Initial Term. The total inspections include all initial inspections, compliance, and re-inspections. Additional Inspections above the contract terms will be billed separately at a rate of \$148.94. Company Personnel will not enter confined spaces. *Vacant facilities that have been provided to Company, scheduled no show, or refusal of inspection will count as an inspection/site visit for purposes of the contract.*

1.11. Compliance with Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater . Company will assist in compliance with Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater cross-connection control program requirements for all commercial, industrial, institutional, residential, multifamily, and public authority facilities.

1.12. Inventory. Company shall inventory all accessible (ground level) backflow prevention assemblies and devices. Documentation will include: location, size, make, model, and serial number (if applicable).

1.13. Annual Year-End Review. Company will conduct an on-site annual or year-end review meeting to discuss the overall program status and specific program recommendations.

1.14.

The above services will be provided for:

Year	Monthly Amount	Annual Amount
Year 1	\$1,289.80	\$15,477.69

Year 2	\$1,341.39	\$16,096.80
Contract Total	\$31,574.49	

Contract Amount is based upon a 24 Months term and shall renew in 12-month increments after initial term unless written cancellation by either party received at least 60 days prior to renewal. HydroCorp will invoice in Quarterly Amounts. Pricing is valid for 90 days from the date of the proposal.

SIGNATURES

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date of 4/1/2026.

Jackson Waterworks

HydroCorp



By:
Title:

By: Paul M. Patterson
Its: Senior Vice President

HYDROCORP, LLC
TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

1. Applicability. These terms and conditions (these “**Terms**”) are the only terms which govern the provision of the professional services (“**Services**”) by HydroCorp, LLC, a Michigan limited liability company (“**Company**”) to the customer named on the attached statement of work, order form, proposal, or purchase order (“**Client**”, and together with Company the “**Parties**” and each individually a “**Party**”). The attached statement of work, order form, proposal, or purchase order (the “**Proposal**”) and these Terms (collectively, this “**Agreement**”) comprise the entire agreement between the Parties, and supersede all prior or contemporaneous understandings, agreements, negotiations, representations and warranties, and communications, both written and oral. The Proposal is limited to and conditional upon Client’s acceptance of these Terms exclusively. Any additional or different terms proposed by Client, whether in the Proposal or otherwise, are unacceptable to Company, are expressly rejected by Company, and will not become a part of the Proposal.

2. Performance of Services; Company Obligations. Company shall provide to Client the Services described and in accordance with the terms and conditions set forth in this Agreement. Additional Services may be added only by executing a new Proposal. Company shall provide Client with an electronic file copy of the utility logo or utility letterhead and all envelopes for the mailing of all official program correspondence only.

3. Client Obligations. Client shall: (a) designate one of its employees or agents to serve as its primary contact with respect to this Agreement and to act as its authorized representative with respect to matters pertaining to this Agreement (the “**Client Contract Manager**”), with such designation to remain in force unless and until a successor Client Contract Manager is appointed; (b) require that the Client Contract Manager respond promptly to any reasonable requests from Company for instructions, information, or approvals required by Company to provide the Services; (c) cooperate with Company in its performance of the Services and provide access to Client’s premises, employees, contractors, and equipment as required to enable Company to provide the Services; (d) take all steps necessary, including obtaining any required licenses or consents, to prevent Client-caused delays in Company’s provision of the Services; (e) comply with all responsibilities listed on the Proposal in connection with Company’s provision of the Services.

4. Fees and Expenses. In consideration of the provision of the Services by Company and the rights granted to Client under this Agreement, Client shall pay the fees set out in the applicable Proposal. Payment to Company of such fees and the reimbursement of expenses pursuant to this Section 4 shall constitute payment in full for the performance of the Services. Unless otherwise provided in the applicable Proposal, all payments shall be due and payable within thirty (30) days of the date set forth on an invoice. Client shall reimburse Company for all reasonable expenses incurred in accordance with the Proposal if such expenses have been pre-approved, in writing by the Client Contract Manager, within thirty (30) days of receipt by Client of an invoice from Company accompanied by receipts and reasonable supporting documentation. Client shall be responsible for all sales, use and excise taxes, and any other similar taxes, duties and charges of any kind imposed by any federal, state or local governmental entity on any amounts payable by Client hereunder; and to the extent Company is required to pay any such sales, use, excise, or other taxes or other duties or charges, Client shall reimburse Company in connection with its payment of fees and expenses as set forth in this Section 4. Notwithstanding the previous sentence, in no event shall Client pay or be responsible for any taxes imposed on, or regarding, Company’s income, revenues, gross receipts, personnel, or real or personal property or other assets.

5. Intellectual Property; Ownership.

(a) Except as set forth in Section 5(c), Client is, and shall be, the sole and exclusive owner of all right, title, and interest in and to the Deliverables (as defined herein) upon full payment of any fees owed to Company, including all Intellectual Property Rights (as defined herein) therein. Company agrees, and will cause its employees or contractors (the “**Company Representatives**”) to agree, that with respect to any Deliverables that may qualify as “work made for hire” as defined in 17 U.S.C. § 101, such Deliverables are hereby deemed a “work made for hire” for Client. To the extent that any of the Deliverables do not constitute a “work made for hire”, Company hereby irrevocably assigns, and shall cause the Company Representatives to irrevocably assign to Client, in each case without additional consideration, all right, title, and interest throughout the world in and to the Deliverables, including all Intellectual Property Rights therein. Company shall cause the Company Representatives to irrevocably waive, to the extent permitted by applicable law, any and all claims such Company Representatives may now or hereafter have in any jurisdiction to so-called “moral rights” or rights of droit moral with respect to the Deliverables. As used herein: (a) “**Deliverables**” mean all documents, work product, and other materials that are delivered to Client hereunder or prepared by or on behalf of Company in the course of performing the Services; and (b) “**Intellectual Property Rights**” means all (i) patents, patent disclosures, and inventions (whether patentable or not), (ii) trademarks, service marks, trade dress, trade names, logos, corporate names, and domain names, together with all of the goodwill associated therewith, (iii) copyrights and copyrightable works (including computer programs), and rights in data and databases, (iv) trade secrets, know-how, and other confidential information, and (v) all other intellectual property rights, in each case whether registered or unregistered and including all applications for, and renewals or extensions of, such rights, and all similar or equivalent rights or forms of protection in any part of the world.

(b) Upon Client’s reasonable request, Company shall, and shall cause the Company Representatives to, promptly take such further actions, including execution and delivery of all appropriate instruments of conveyance, as may be necessary to assist Client to prosecute, register, perfect, or record its rights in or to any Deliverables.

(c) Company and its licensors are, and shall remain, the sole and exclusive owners of all right, title, and interest in and to the Pre-Existing Materials (as defined herein), including all Intellectual Property Rights therein. Company hereby grants Client a limited, irrevocable, perpetual, fully paid-up, royalty-free, non-transferable, non-sublicenseable, worldwide license to use, perform, display, execute, reproduce, distribute, transmit, modify (including to create derivative works), import, make, have made, sell, offer to sell, and otherwise exploit any Pre-Existing Materials to the extent incorporated in, combined with or otherwise necessary for the use of the Deliverables solely to the extent reasonably required in connection with Client’s receipt or use of the Services and Deliverables. All other rights in and to the Pre-Existing Materials are expressly reserved by Company. As used herein, “**Pre-Existing Materials**” means all documents, data, know-how, methodologies, software, and other materials, including computer programs, reports, and specifications, provided by or used by Company in connection with performing the Services, in each case developed or acquired by Company prior to the commencement or independently of this Agreement.

(d) Client and its licensors are, and shall remain, the sole and exclusive owner of all right, title, and interest in and to the Client Materials (as defined herein), including all Intellectual Property Rights therein. Company shall have no right or license to use any Client Materials except solely during the Term to the extent necessary to provide the Services to Client. All other rights in and to the Client Materials are expressly reserved by Client. As used herein, “**Client Materials**” means any documents, data, know-how, methodologies, software, and other materials provided to Company by Client.

6. Access to Company's Software Data Management Program; Management Reports.

(a) Subject to the terms and conditions in this Section 6, Client may, at Client's option, elect to access and use Company's Software Data Management Program (the "**Software**") during the Term. Company will generate and document the required program data for the facility types listed in the Proposal using the Software. Any Client Materials inserted into the Software by or on behalf of Client, or any Deliverables produced as a result of the Software, shall remain property of Client; however, the Software shall remain the property of HydroCorp.

(b) Client agrees to not (i) copy, modify, or create derivative works of the Software, in whole or in part; (ii) rent, lease, lend, sell, sublicense, assign, distribute, publish, transfer, or otherwise make available the Software; (iii) reverse engineer, disassemble, decompile, decode, adapt or otherwise attempt to derive the source code of the Software, in whole or in part; (iv) remove any proprietary notices from the Software; or (v) use the Software in any manner or for any purpose that infringes, misappropriates, or otherwise violates any intellectual property rights of Company.

(c) Client acknowledges that, as between Client and Company, Company owns all right, title and interest, including all intellectual property rights in and to the Software and any derivative works thereof, including all changes, modification, improvements, updates, version, and new releases or any information or data generated by the Software.

(d) Company warrants as of the date of the Proposal, the Software is in functioning condition and is not delivered with viruses or malicious code. EXCEPT FOR THE WARRANTY SET FORTH ABOVE, THE SOFTWARE IS PROVIDED "AS IS" AND COMPANY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE, INCLUDING BUT NOT LIMITED TO ALL IMPLIED WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT, OR FITNESS FOR A PARTICULAR PURPOSE. COMPANY MAKES NO WARRANTY (i) THAT CLIENT'S USE OF THE SOFTWARE WILL MEET CLIENT'S REQUIREMENTS, BE ACCURATE, OR BE ERROR FREE, (ii) THAT THE SOFTWARE WILL BE AVAILABLE AT ANY PARTICULAR TIME OR LOCATION; (iii) THAT ANY DEFECTS OR ERRORS WILL BE CORRECTED; (iv) THAT CLIENT MAY RELY ON THE SOFTWARE FOR COMPLIANCE WITH ANY STATUTORY OR REGULATORY REQUIREMENTS AND/OR REPORTING OBLIGATIONS; OR (v) THAT THE SOFTWARE WILL BE COMPATIBLE WITH ANY HARDWARE OR SYSTEMS SOFTWARE CONFIGURATION.

(e) Comprehensive management reports in electronic, downloadable format on a, as applicable to Client, monthly, quarterly, and/or annual basis shall be available for access by Client. Reports to include the following information: (i) name, location, and date of inspections; (ii) number of facilities inspected/surveyed; and (iii) number of facilities compliant/non-compliant.

7. Confidentiality. From time to time during the Term, either Party (as the "**Disclosing Party**") may disclose or make available to the other Party (as the "**Receiving Party**"), non-public, proprietary, and confidential information of Disclosing Party, whether disclosed in writing or orally, and whether or not labeled as "confidential" ("**Confidential Information**"); provided, however, that Confidential Information does not include any information that: (a) is or becomes generally available to the public other than as a result of Receiving Party's breach of this Section 7; (b) is or becomes available to the Receiving Party on a non-confidential basis from a third-party source that was not legally or contractually restricted from disclosing such information; (c) the Receiving Party establishes by documentary evidence, was in Receiving Party's possession prior to Disclosing Party's disclosure hereunder; or (d) the Receiving Party establishes by documentary evidence, was or is independently developed by Receiving Party or its personnel without using any of the Disclosing Party's Confidential Information. The Receiving Party shall: (i) protect and safeguard the confidentiality of the Disclosing Party's Confidential

Information with at least the same degree of care as the Receiving Party would protect its own Confidential Information, but in no event with less than a commercially reasonable degree of care; (ii) not use the Disclosing Party's Confidential Information, or permit it to be accessed or used, for any purpose other than to exercise its rights or perform its obligations under this Agreement; and (iii) not disclose any such Confidential Information to any person or entity, except to the Receiving Party's Representatives (as hereinafter defined) who need to know the Confidential Information to assist the Receiving Party, or act on its behalf, to exercise its rights or perform its obligations under this Agreement. If the Receiving Party becomes legally compelled to disclose any Confidential Information, the Receiving Party shall provide: (A) prompt written notice of such requirement so that the Disclosing Party may seek, at its sole cost and expense, a protective order or other remedy; and (B) reasonable assistance, at the Disclosing Party's sole cost and expense, in opposing such disclosure or seeking a protective order or other limitations on disclosure. If, after providing such notice and assistance as required herein, the Receiving Party remains required by applicable law to disclose any Confidential Information, the Receiving Party shall disclose no more than that portion of the Confidential Information which, on the advice of the Receiving Party's legal counsel, the Receiving Party is legally required to disclose and, upon the Disclosing Party's request, shall use commercially reasonable efforts to obtain assurances from the applicable court or agency that such Confidential Information will be afforded confidential treatment. As used herein, "**Representatives**" mean a Party's affiliates and each of their respective employees, agents, contractors, subcontractors, officers, directors, partners, shareholders, attorneys, third-party advisors, successors and permitted assigns.

8. Indemnification. Client shall defend, indemnify, and hold harmless Company and its affiliates and its and their respective members, managers, officers, directors, employees, agents, successors, and permitted assigns from and against all Losses (as defined herein) arising out of or resulting from any third-party claim arising out of or resulting from: (a) bodily injury, death of any person, or damage to real or tangible, personal property resulting from the grossly negligent or willful acts or omissions of Client; or (b) Client's breach of any representation, warranty, or obligation of Client in this Agreement. As used herein, "**Losses**" mean all losses, damages, liabilities, deficiencies, actions, judgments, interest, awards, penalties, fines, costs, or expenses of whatever kind, including reasonable attorneys' fees and the cost of enforcing any right to indemnification hereunder and the cost of pursuing any insurance providers.

9. Representations and Warranties. Each Party represents and warrants to the other Party that: (a) if an entity, it is duly organized, validly existing and in good standing as a corporation or other entity as represented herein under the laws and regulations of its jurisdiction of incorporation, organization, or chartering, or, if a municipal agency, it has the authority under the laws of its state of jurisdiction; (b) it has the full right, power, and authority to enter into this Agreement, to grant the rights and licenses granted hereunder, and to perform its obligations hereunder; (c) the execution of this Agreement by its representative whose signature is set forth at the end hereof has been duly authorized by all necessary corporate action of the Party; and (d) when executed and delivered by such Party, this Agreement will constitute the legal, valid, and binding obligation of such Party, enforceable against such Party in accordance with its terms.

10. Limited Warranty.

(a) Company warrants that it shall perform the Services: (i) in accordance with the terms and subject to the conditions set out in the respective Proposal and this Agreement; (ii) using personnel of industry standard skill, experience, and qualifications; and (iii) in a timely,

workmanlike, and professional manner in accordance with generally recognized industry standards for similar services.

(b) Company's sole and exclusive liability and Client's sole and exclusive remedy for breach of this warranty shall be as follows:

i. Company shall use commercially reasonable efforts to promptly cure any such breach; provided, that if Company cannot cure such breach within a reasonable time (but no more than thirty (30) days) after Client's written notice of such breach, Client may, at its option, terminate the Agreement by serving written notice of termination in accordance with Section 12.

ii. In the event the Agreement is terminated pursuant to Section 10(b)(i) above, Company shall within thirty (30) days after the effective date of termination, refund to Client any fees paid by Client as of the date of termination for the Service or Deliverables, less a deduction equal to the fees for receipt or use of such Deliverables or Service up to and including the date of termination on a pro-rated basis.

iii. The foregoing remedy shall not be available unless Client provides written notice of such breach within thirty (30) days after delivery of such Service or Deliverable to Client.

iv. COMPANY MAKES NO WARRANTIES EXCEPT FOR THAT PROVIDED IN SECTION 10(a) ABOVE. ALL OTHER WARRANTIES, EXPRESS AND IMPLIED, ARE EXPRESSLY DISCLAIMED.

11. Limitation of Liability. IN NO EVENT SHALL COMPANY BE LIABLE TO CLIENT OR TO ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE, OR PROFIT OR LOSS OF DATA OR DIMINUTION IN VALUE, OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGE WAS FORESEEABLE AND WHETHER OR NOT COMPANY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE. IN NO EVENT SHALL COMPANY'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, EXCEED THE AGGREGATE AMOUNTS PAID TO COMPANY PURSUANT TO THE APPLICABLE PROPOSAL GIVING RISE TO THE CLAIM.

12. Term and Termination. This Agreement shall commence on the effective date of the Proposal and shall continue thereafter (a) for the term set forth in the Proposal or (b) if the term is silent, until the Services are completed by Company, unless, in either case, earlier terminated by either Party as set forth herein (the "**Term**"). Upon commencement of each Proposal, Client acknowledges and agrees that the fees owed by Client to Company shall be subject to an annual increase equal to the Consumer Price Index for All Urban Consumers (CPI-U); U.S. City Average; All items, not seasonally adjusted, 1982-1984=100 reference base, as of such annual fee increase date, or 4%, whichever is greater. Either Party may terminate this Agreement, effective upon written notice to the other Party (the "**Defaulting Party**"), if the Defaulting Party: (i) breaches this Agreement, and such breach is incapable of cure, or with respect to a breach capable of cure, the Defaulting Party does not cure such breach within thirty (30) days after receipt of written notice of such breach; (ii) becomes insolvent or admits its inability to pay its debts generally as they become due; (iii) becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law, which is not fully stayed within seven (7) business days or is not dismissed or vacated within forty-five (45) days after filing; (iv) is dissolved or liquidated or takes any corporate action for such purpose; (v) makes a general assignment for the benefit of creditors; or (vi) has a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business. Termination of this Agreement will not automatically terminate any outstanding Proposal, and the applicable

Proposal shall continue in full force and effect until (A) completion of the Services set forth in the applicable outstanding Proposal (B) termination of the applicable Proposal pursuant to additional terms set forth therein, or (C) termination of the Proposal by the non-Defaulting Party.

13. Insurance.

(a) During the term of this Agreement, Client shall, at its own expense, maintain and carry insurance with financially sound and reputable insurers, in full force and effect that includes, but is not limited to, commercial general liability on an all-risk basis and including extended coverage for matters set forth in this Agreement with financially sound and reputable insurers. Upon Company's request, Client shall provide Company with a certificate of insurance from Client's insurer evidencing the insurance coverage specified in this Agreement. The certificate of insurance shall name Company as an additional insured. Client shall provide Company with thirty (30) days' advance written notice in the event of a cancellation or material change in Client's insurance policy. Except where prohibited by law, Client shall require its insurer to waive all rights of subrogation against Company's insurers and Company.

(b) During the term of this Agreement, Company shall, at its own expense, maintain and carry the following types of insurance: (i) Comprehensive General Liability with limits no less than one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) in the aggregate; (ii) Excess Umbrella Liability with limits no less than five million dollars (\$5,000,000) per occurrence and five million dollars (\$5,000,000) in the aggregate; (iii) Automobile Liability with limits no less than one million dollars (\$1,000,000), combined single limit; (iv) Worker's Compensation with limits no less than one million dollars (\$1,000,000) per occurrence; and (v) Errors and Omissions Liability with limits no less than two million dollars (\$2,000,000) per occurrence and two million dollars (\$2,000,000) in the aggregate. Upon Client's request, Company shall provide Client with a certificate of insurance from Company's insurer evidencing the insurance coverage specified in this Agreement. The certificate of insurance for the Comprehensive General Liability policy shall name Client as an additional insured. Company shall provide Client with thirty (30) days' advance written notice in the event of a cancellation or material change in Client's insurance policy.

14. Entire Agreement. This Agreement, including and together with any related Proposals, exhibits, schedules, attachments, and appendices, constitutes the sole and entire agreement of the Parties with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, regarding such subject matter.

15. Notices. All notices, requests, consents, claims, demands, waivers, and other communications under this Agreement (each, a "**Notice**") must be in writing and addressed to the other Party at its address set forth on the Proposal (or to such other address that the receiving Party may designate from time to time in accordance with Section 15). Unless otherwise agreed herein, all Notices must be delivered by personal delivery, nationally recognized overnight courier or certified or registered mail (in each case, return receipt requested, postage prepaid). Except as otherwise provided in this Agreement, a Notice is effective only (a) on receipt by the receiving Party; and (b) if the Party giving the Notice has complied with the requirements of this Section 15.

16. Severability. If any term or provision of this Agreement is found by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction.

17. Waiver. No waiver by any Party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and

signed by the Party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any right, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

18. Assignment; Successors and Assigns. Client shall not assign, transfer, delegate, or subcontract any of its rights or delegate any of its obligations under this Agreement without the prior written consent of Company. Any purported assignment or delegation in violation of this Section 18 shall be null and void. No assignment or delegation shall relieve Client of any of its obligations under this Agreement. Company may assign any of its rights or delegate any of its obligations to any affiliate or to any person acquiring all or substantially all of Company's assets without Client's consent. This Agreement is binding on and inures to the benefit of the Parties to this Agreement and their respective permitted successors and permitted assigns.

19. Relationship of the Parties. The relationship between the Parties is that of independent contractors. The details of the method and manner for performance of the Services by Company be under its own control, Client being interested only in the results thereof. Company shall be solely responsible for supervising, controlling, and directing the details and manner of the completion of the Services. Nothing in this Agreement shall give Client the right to instruct, supervise, control, or direct the details and manner of the completion of the Services. The Services must meet Client's final approval and shall be subject to Client's general right of inspection throughout the performance of the Services and to secure satisfactory final completion. Nothing contained in this Agreement shall be construed as creating any agency, partnership, joint venture, or other form of joint enterprise, employment, or fiduciary relationship between the Parties, and neither Party shall have authority to contract for or bind the other Party in any manner whatsoever.

20. No Third-Party Beneficiaries. This Agreement benefits solely the Parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other person or entity any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

21. Choice of Law. This Agreement and all related documents including all exhibits attached hereto and all matters arising out of or relating to this Agreement, whether sounding in contract, tort, or statute are governed by, and construed in accordance with, the laws of the State in which Client's principal place of business is located, without giving effect to the conflict of laws provisions thereof to the extent such principles or rules would require or permit the application of the laws of any jurisdiction other than those of the State in which Client's principal place of business is located.

22. Waiver of Jury Trial. EACH PARTY ACKNOWLEDGES THAT ANY CONTROVERSY THAT MAY ARISE UNDER THIS AGREEMENT, INCLUDING EXHIBITS, SCHEDULES, ATTACHMENTS, AND APPENDICES ATTACHED TO THIS AGREEMENT, IS LIKELY TO INVOLVE COMPLICATED AND DIFFICULT ISSUES AND, THEREFORE, EACH SUCH PARTY IRREVOCABLY AND UNCONDITIONALLY WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF ANY LEGAL ACTION ARISING OUT OF OR RELATING TO THIS AGREEMENT, INCLUDING ANY EXHIBITS, SCHEDULES, ATTACHMENTS, OR APPENDICES ATTACHED TO THIS AGREEMENT, OR THE TRANSACTIONS CONTEMPLATED HEREBY.

23. Force Majeure. No Party shall be liable or responsible to the other Party, or be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement (except for any obligations of Client to make payments to Company hereunder), when and to the extent such failure or delay is caused by or results from acts beyond the impacted Party's ("**Impacted Party**") reasonable control, including, without limitation, the following force majeure events ("**Force Majeure Event(s)**"): (a) acts of God; (b) flood, fire, earthquake, pandemics, epidemics, or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot, or other civil unrest; (d) government order, law, or actions; (e) embargoes or blockades in effect on or after the date of this Agreement; (f) national or regional emergency; (g) strikes, labor stoppages, or slowdowns, or other industrial disturbances; (h) telecommunication breakdowns, power outages or shortages, lack of warehouse or storage space, inadequate transportation services, or inability or delay in obtaining supplies of adequate or suitable materials; and (i) other similar events beyond the reasonable control of the Impacted Party. The Impacted Party shall give notice within ten (10) days of the Force Majeure Event to the other Party, stating the period of time the occurrence is expected to continue. The Impacted Party shall use diligent efforts to end the failure or delay and ensure the effects of such Force Majeure Event are minimized. The Impacted Party shall resume the performance of its obligations as soon as reasonably practicable after the removal of the cause. In the event that the Impacted Party's failure or delay remains uncured for a period of fifteen (15) days following written notice given by it under this Section 23, the other Party may thereafter terminate this Agreement upon fifteen (15) days' written notice.

24. Publicity. Unless the a Party provides the other Party with written notice to the contrary or of any reasonable restrictions or requirements, such Party acknowledges and agrees that the other Party shall have the right to use such Party's name, likeness, and logos in any digital, online, and printed publicity or marketing materials prepared by the other Party and in presentations to current or prospective clients and others.

Appendix

Specific Qualifications & Experience

HydroCorp™ is a professional service organization that specializes in Cross Connection Control Programs. Cross Connection Control Program Management & Training is the main core and focus of our business. We are committed to providing water utilities and local communities with a cost-effective and professionally managed cross-connection control program in order to assist in protecting the public water supply.

- HydroCorp conducts over 110,000 Cross Connection Control Inspections **annually**.
- HydroCorp tracks and manages over 135,000+ backflow prevention assemblies for our Municipal client base.
- Our highly trained staff works in an efficient manner in order to achieve maximum productivity and keep program costs affordable. We have a detailed **system** and **process** that each of our field inspectors follow in order to meet productivity and quality assurance goals.
- Our municipal inspection team is committed to providing outstanding customer service to the water users in each of the communities we serve. We teach and train customer service skills in addition to the technical skills since our team members act as representatives of the community that we service.
- Our municipal inspection team has attended training classes and received certification from the following recognized Cross Connection Control Programs: UF TREEO, UW-Madison, and USC – Foundation for Cross Connection Control and Hydraulic Research, American Backflow Prevention Association (ABPA), American Society for Sanitary Engineering (ASSE). HydroCorp recognizes the importance of Professional Development and Learning. We invest heavily in internal and external training with our team members to ensure that each Field Service and Administrative team member has the skills and abilities to meet the needs of our clients.
- We have a trained administrative staff to handle client needs, water user questions and answer telephone calls in a professional, timely, and courteous manner. Our administrative staff can answer most technical calls related to the cross-connection control program and have attended basic cross-connection control training classes.
- HydroCorp currently serves over 550 communities in Michigan, Wisconsin, Minnesota, Maryland, Delaware, Virginia, California, Idaho, Utah & Florida. We still have our first customer!
- HydroCorp and its' staff are active members in many water industry associations including: National Rural Water Association, State Rural Water Associations, National AWWA, State AWWA Groups, HydroCorp is committed to assisting these organizations by providing training classes, seminars, and assistance in the area of Cross Connection Control.
- Several Fortune 500 companies have relied on HydroCorp to provide Cross Connection Control Surveys, Program Management & Reporting to assist in meeting state/local regulations as well as internal company guidelines.

March 10, 2026

PRE-SALE REPORT FOR

Village of Jackson, Wisconsin

**\$3,430,000 General Obligation Promissory Notes,
Series 2026A**



Prepared by:

Ehlers
N19W24400 Riverwood Drive,
Suite 100
Waukesha, WI 53188

Advisors:

Brian Roemer, Senior Municipal Advisor
Ariana Schmidt, Associate Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$3,430,000 General Obligation Promissory Notes, Series 2026A

Purposes:

The proposed issue includes financing various street improvement projects from the Village's CIP and financing the 2026 TID 7 commercial development incentive payment. Debt service will be paid from ad valorem property taxes and tax incremental revenue from TID #7.

Authority:

The Notes are being issued pursuant to Wisconsin Statute(s):

- 67.12(12)

The Notes will be general obligations of the Village for which its full faith, credit and taxing powers are pledged.

The Notes count against the Village's General Obligation Debt Capacity Limit of 5% of total Village Equalized Valuation. Following issuance of the Notes, the Village's total General Obligation debt principal outstanding will be approximately \$29,732,713, which is 42% of its limit. Remaining General Obligation Borrowing Capacity will be approximately \$41,847,507.

Term/Call Feature:

The Notes are being issued for a term of 20 years. Principal on the Notes will be due on May 1 in the years 2027 through 2046. Interest will be due every six months beginning May 1, 2027.

The Notes will be subject to prepayment at the discretion of the Village on May 1, 2035 or any date thereafter.

Bank Qualification:

Because the Village is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the Village will be able to designate the Notes as "bank qualified" obligations. Bank qualified status broadens the market for the Notes, which can result in lower interest rates.

Rating:

The Village's most recent bond issues were rated by Moody's Investors Service. The current rating on those bonds is "A1". The Village will request a new rating for the Notes.

If the winning bidder on the Notes elects to purchase bond insurance, the rating for the issue may be higher than the Village's bond rating in the event that the bond rating of the insurer is higher than that of the Village.

Basis for Recommendation:

Based on your objectives, financial situation and need, risk tolerance, liquidity needs, experience with the issuance of Notes and long-term financial capacity, as well as the tax status considerations related to the Notes and the structure, timing and other similar matters related to the Notes, we are recommending the issuance of Notes as a suitable option. Ehlers has reviewed other reasonably feasible alternatives to the recommended issuance of municipal securities.

Method of Sale/Placement:

We are recommending the Notes be issued as municipal securities and offered through a competitive underwriting process. You will solicit competitive bids, which we will compile on your behalf, for the purchase of the Notes from underwriters and banks.

An allowance for discount bidding will be incorporated in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Notes are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium." For this issue of Notes, any premium amount received that is in excess of the underwriting discount and any capitalized interest amounts must be placed in the debt service fund and used to pay a portion of the interest payments due on the Notes. We anticipate using any premium amounts received to reduce the issue size.

The amount of premium allowed can be restricted in the bid specifications. Restrictions on premium may result in fewer bids, but may also eliminate large adjustments on the day of sale and unintended results with respect to debt service payment impacts. Ehlers will identify appropriate premium restrictions for the Notes intended to achieve the Village's objectives for this financing.

Other Considerations:

The Notes will be offered with the option of the successful bidder utilizing a term bond structure. By offering underwriters the option to "term up" some of the maturities at the time of the sale, it gives them more flexibility in finding a market for your Notes. This makes your issue more marketable, which can result in lower borrowing costs. In the event that the successful bidder utilizes a term bond structure, we recommend the Village retain a paying

agent to handle responsibility for processing mandatory redemption/call notices associated with term bonds.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the Village and find that there are no refunding opportunities at this time.

We will continue to monitor the market and the call dates for the Village's outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

Because the Village has more than \$10,000,000 in outstanding debt subject to a continuing disclosure undertaking (including this issue) and this issue does not meet an available exemption from continuing disclosure, the Village will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC). The Village is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The Village must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations ("Arbitrage Rules") throughout the life of the issue to maintain the tax-exempt status of the Notes. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The Village's specific arbitrage responsibilities will be detailed in the Tax Exemption Certificate (the "Tax Compliance Document") prepared by your Bond Attorney and provided at closing.

The Notes may qualify for one or more exception(s) to the Arbitrage Rules by meeting 1) small issuer exception, 2) spend down requirements, 3) bona fide debt service fund limits, 4) reasonable reserve requirements, 5) expenditure within an available period limitations, 6) investments yield restrictions, 7) de minimis rules, or; 8) borrower limited requirements.

An Ehlers arbitrage expert will contact the Village within 30 days after the sale date to review the Village's specific responsibilities for the Notes. The Village is currently receiving arbitrage services from Ehlers in relation to the Notes.

Investment of Note Proceeds:

Ehlers can assist the Village in developing a strategy to invest your Note proceeds until the funds are needed to pay project costs.

Risk Factors:

G.O. with Planned Abatement: The issuer is abating a portion of G.O. debt service payments for the issue with tax incremental revenues. In the event these revenues are not available, the Village is obligated to levy property taxes in an amount sufficient to make all debt payments.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel and Disclosure Counsel: Quarles & Brady LLP

Paying Agent: Bond Trust Services Corporation

Rating Agency: Moody's Investors Service, Inc.

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by Village Board:	March 10, 2026
Due Diligence Call to Review Official Statement:	Week of March 30, 2026
Conference with Rating Agency:	Week of March 30, 2026
Distribute Official Statement:	April 7, 2026
Village Board Meeting to Award Sale of the Notes:	April 14, 2026
Estimated Closing Date:	May 1, 2026

Attachments

Table 1: 2026 Capital Improvement Projects

Table 2: Estimated Sources and Uses of Funds

Table 3: Estimated Proposed Debt Service Schedule

Table 4: Financing Plan Tax Impact – 2026 G.O. Notes

Table 5: Financing Plan Tax Impact – 2026-2033 CIP

Table 6: General Obligation Debt Capacity Analysis – Impact of 2026 Financing Plan

Table 7: General Obligation Debt Capacity Analysis – Impact of 2026-2033 CIP

Appendix A: Bond Buyer Index

EHLERS' CONTACTS

Brian Roemer, Senior Municipal Advisor	(262) 796-6178
Ariana Schmidt, Associate Municipal Advisor	(262) 796-6181
Sue Porter, Lead Public Finance Analyst	(262) 796-6167
Beth Mueller, Senior Financial Analyst	(651) 697-8553

Table 1
Capital Improvement Plan & Funding Uses

Village of Jackson, WI

Projects	Department	Purpose	Plan Issue	Funding	2026	Totals
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	2026 Revenue Bonds	Revenue Debt	340,909	340,909
Linden Drive - Hickory Lane to Dead End	Sewer	Sewer - Improvements	2026 Revenue Bonds	Revenue Debt	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	2026 Revenue Bonds	Revenue Debt	402,519	402,519
Aspen Drive - Hickory Lane to Dead End	Sewer	Sewer - Improvements	2026 Revenue Bonds	Revenue Debt	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	2026 Revenue Bonds	Revenue Debt	433,617	433,617
Hawthorne Drive - Hickory Lane to Dead End	Sewer	Sewer - Improvements	2026 Revenue Bonds	Revenue Debt	433,617	433,617
Eagle Drive - Hickory Lane to STH 60	Cap. Projects	Streets - Improvements	2026 G.O. Notes	G.O. Debt	2,031,109	2,031,109
Eagle Drive - Hickory Lane to STH 60	Sewer	Sewer - Improvements	2026 Revenue Bonds	Revenue Debt	1,015,555	1,015,555
CPR Training Equipment - Manikins/AED Trainers	Fire/EMS	Fire - Building	None	Cash	3,400	3,400
Heart Monitors - 1250, 1251, Paramedic First Responder	Fire/EMS	Fire - Equip.	None	Grants/Aids	112,000	112,000
AED's - first responders, 1285	Fire/EMS	Fire - Equip.	None	Cash	18,600	18,600
EQS #9 - Turf Mower (2018)	Cap. Projects	Streets - Equip./Vehicle	None	Cash	16,000	16,000
EQS #10 - Turf Mower (2019)	Cap. Projects	Streets - Equip./Vehicle	None	Cash	16,000	16,000
ENG #2 - Engineering Tech Vehicle	Cap. Projects	Streets - Equip./Vehicle	None	Cash	30,000	30,000
EQS #6 - Vermeer Chipper	Cap. Projects	Streets - Equip./Vehicle	None	Cash	110,000	110,000
4 Badger Books	Cap. Projects	Treasurer	None	Cash	12,000	12,000
JCC HVAC Unit Replacement	Cap. Projects	Community Center	None	Cash	18,000	18,000
Fiber Internet & Security Cameras - Hickory Lane Park & Splash Pad	Cap. Projects	Parks & Rec	None	Cash	45,000	45,000
Fiber Internet & Security Cameras - Jackson Park	Cap. Projects	Parks & Rec	None	Cash	75,000	75,000
Jackson Park - Picnic Table Replacement	Cap. Projects	Parks & Rec	None	Cash	17,000	17,000
Hasmer Lake Park - Park Development Engineering	Cap. Projects	Parks & Rec	None	Special Assessment/Impact Fees	100,000	100,000
Fiber and Cameras to Well 1, 4 and 5	Water	Water - Improvements	None	Cash	170,000	170,000
EQWW5 - Electric Scissors Lift	Sewer	Sewer - Equip./Vehicle	None	Cash	25,000	25,000
EQWW8 - Toro Turf Mower	Sewer	Sewer - Equip./Vehicle	None	Cash	16,000	16,000
2026 Fleet Addition - Pick Up Truck	Sewer	Sewer - Equip./Vehicle	None	Cash	35,000	35,000
Fiber and Cameras to Lift Station Sherman Road	Sewer	Sewer - Improvements	None	Cash	35,000	35,000
Digitizing Clerk files, Treasurer Files, DPW files	Cap. Projects	Administration	None	Cash	25,000	25,000
WWTP Improvements Phase 2A - Aeration Basin	Sewer	Sewer - Improvements	None	Cash	880,000	880,000
TID #7 Incentive Payment	TID 7	GHU Incentive	2026 G.O. Notes	G.O. Debt	117,295	117,295
Actual CIP Costs					8,454,095	8,454,095

Sources of Funding		
G.O. Debt	3,325,449	3,325,449
Cap. Projects	3,208,154	3,208,154
TID 7	117,295	117,295
Revenue Debt	3,369,645	3,369,645
Water	1,177,045	1,177,045
Sewer	2,192,600	2,192,600
Grants/Aids	112,000	112,000
Fire/EMS	112,000	112,000
Special Assessment/Impact Fees	100,000	100,000

Cap. Projects	100,000	100,000
Cash	1,547,000	1,547,000
Water	170,000	170,000
Sewer	991,000	991,000
Cap. Projects	364,000	364,000
Fire/EMS	22,000	22,000
Total	8,454,095	8,454,095
Water	1,347,045	1,347,045
Sewer	3,183,600	3,183,600
Cap. Projects	3,672,154	3,672,154
Fire/EMS	134,000	134,000
TID 7	117,295	117,295

Debt Obligations		
2026 G.O. Notes	3,325,449	3,325,449
2026 Revenue Bonds	3,369,645	3,369,645
None	1,759,000	1,759,000
Total	8,454,095	8,454,095

Notes:

Table 2

Estimated Sources & Uses of Funds

Village of Jackson, WI

	2026		
	G.O. Notes	Levy Portion	TID #7 Portion
CIP Projects¹			
Cap. Projects	3,208,154	3,208,154	
TID 7	117,295		117,295
Subtotal Project Costs	3,325,449	3,208,154	117,295
Estimated Issuance Expenses	128,325	123,835	4,490
Municipal Advisor (Ehlers)	27,600	26,634	966
Bond Counsel	25,000	24,125	875
Disclosure Counsel	17,500	16,888	612
Rating Fee	14,500	13,993	507
Maximum Underwriter's Discount	12.50 42,875	41,375	1,500
Paying Agent	850	820	30
Subtotal Issuance Expenses	128,325	123,835	4,490
TOTAL TO BE FINANCED	3,453,774	3,331,990	121,785
Estimated Interest Earnings	3.00% (24,941)	(24,061.16)	(879.71)
Assumed spend down (months)	3.00		
Rounding	1,167	2,071	(905)
NET SIZE	3,430,000	3,310,000	120,000

Notes:

1) Project Total Estimates per 2025 FMP CIP.

Table 3

Allocation of Debt Service - 2026 G.O. Notes

Village of Jackson, WI

Year Ending	Levy Portion				TID #7 Portion			
	Principal	Est. Rate ¹	Interest	Total	Principal	Est. Rate	Interest	Total
2026				0				0
2027	30,000	3.10%	211,331	241,331	10,000	3.10%	6,243	16,243
2028	30,000	3.15%	139,795	169,795	10,000	3.15%	3,798	13,798
2029	30,000	3.15%	138,850	168,850	10,000	3.15%	3,483	13,483
2030	105,000	3.25%	136,671	241,671	10,000	3.25%	3,163	13,163
2031	85,000	3.35%	133,541	218,541	10,000	3.35%	2,833	12,833
2032	85,000	3.50%	130,630	215,630	10,000	3.50%	2,490	12,490
2033	85,000	3.60%	127,613	212,613	10,000	3.60%	2,135	12,135
2034	90,000	3.75%	124,395	214,395	10,000	3.75%	1,768	11,768
2035	90,000	3.75%	121,020	211,020	10,000	3.75%	1,393	11,393
2036	90,000	3.75%	117,645	207,645	10,000	3.75%	1,018	11,018
2037	90,000	4.15%	114,090	204,090	10,000	4.15%	623	10,623
2038	90,000	4.15%	110,355	200,355	10,000	4.15%	208	10,208
2039	90,000	4.15%	106,620	196,620	0	4.15%	0	0
2040	190,000	4.30%	100,668	290,668	0	4.30%	0	0
2041	365,000	4.30%	88,735	453,735	0	4.30%	0	0
2042	365,000	4.50%	72,675	437,675	0	4.50%	0	0
2043	365,000	4.50%	56,250	421,250	0	4.50%	0	0
2044	365,000	4.50%	39,825	404,825	0	4.50%	0	0
2045	425,000	4.70%	21,625	446,625	0	4.70%	0	0
2046	245,000	4.75%	5,819	250,819	0	4.75%	0	0
Total	3,310,000		2,098,153	5,408,153	120,000		29,150	149,150

Year Ending	Totals		
	Principal (5/1)	Interest	Total
2026	0	0	0
2027	40,000	217,574	257,574
2028	40,000	143,593	183,593
2029	40,000	142,333	182,333
2030	115,000	139,834	254,834
2031	95,000	136,374	231,374
2032	95,000	133,120	228,120
2033	95,000	129,748	224,748
2034	100,000	126,163	226,163
2035	100,000	122,413	222,413
2036	100,000	118,663	218,663
2037	100,000	114,713	214,713
2038	100,000	110,563	210,563
2039	90,000	106,620	196,620
2040	190,000	100,668	290,668
2041	365,000	88,735	453,735
2042	365,000	72,675	437,675
2043	365,000	56,250	421,250
2044	365,000	39,825	404,825
2045	425,000	21,625	446,625
2046	245,000	5,819	250,819
Total	3,430,000	2,127,303	5,557,303

Notes:

1) Estimated Rate assumes Lawrence (rated A, BQ) 1/26/26 sale + 50 Basis Points (or 0.50%)

Table 4
Financing Plan Tax Impact - 2026 G.O. Notes

Village of Jackson, WI

Year Ending	Existing Debt				Proposed Debt									Year Ending
	Net Debt Service Levy	Change From Prior Year Levy	Tax Rate Per \$1,000	Annual Taxes \$365,000 Home	2026 G.O. Notes 3,430,000 Dated: 5/1/2026 Total Prin. & Int.	Abatements		Debt Service Levy		Taxes				
						Less: CP Fund	Less: TID 7	Total Net Debt Service Levy	Levy Change from Prior Year	Total Tax Rate for Debt Service	Annual Taxes \$365,000 Home	Tax Levy Change from Prior Year	Annual Taxes Difference From Existing	
2026	1,754,766		\$1.28	\$467.31	0		0	1,754,766		\$1.28	\$467		\$0	2026
2027	1,755,364	599	\$1.24	\$452.95	257,574	(136,437)	(16,243)	1,860,259	105,493	\$1.32	\$480	\$13	\$27	2027
2028	1,693,508	(61,857)	\$1.16	\$423.43	183,593	(206,450)	(13,798)	1,656,853	(203,406)	\$1.13	\$414	(\$66)	(\$9)	2028
2029	1,627,683	(65,825)	\$1.08	\$394.34	182,333	(54,124)	(13,483)	1,742,408	85,556	\$1.16	\$422	\$8	\$28	2029
2030	1,401,233	(226,450)	\$0.90	\$328.94	254,834	0	(13,163)	1,642,904	(99,504)	\$1.06	\$386	(\$36)	\$57	2030
2031	1,420,240	19,008	\$0.86	\$315.30	231,374		(12,833)	1,638,782	(4,122)	\$1.00	\$364	(\$22)	\$49	2031
2032	1,417,422	(2,818)	\$0.84	\$304.91	228,120		(12,490)	1,633,052	(5,729)	\$0.96	\$351	(\$13)	\$46	2032
2033	1,403,425	(13,997)	\$0.80	\$292.53	224,748		(12,135)	1,616,038	(17,015)	\$0.92	\$337	(\$14)	\$44	2033
2034	1,378,521	(24,904)	\$0.76	\$278.42	226,163		(11,768)	1,592,916	(23,122)	\$0.88	\$322	(\$15)	\$43	2034
2035	1,366,505	(12,016)	\$0.73	\$267.42	222,413		(11,393)	1,577,525	(15,391)	\$0.85	\$309	(\$13)	\$41	2035
2036	1,355,296	(11,208)	\$0.70	\$256.03	218,663		(11,018)	1,562,941	(14,583)	\$0.81	\$295	(\$13)	\$39	2036
2037	1,349,514	(5,783)	\$0.67	\$244.60	214,713		(10,623)	1,553,604	(9,338)	\$0.77	\$282	(\$14)	\$37	2037
2038	1,332,800	(16,714)	\$0.64	\$234.07	210,563		(10,208)	1,533,155	(20,449)	\$0.74	\$269	(\$12)	\$35	2038
2039	1,304,999	(27,802)	\$0.61	\$222.08	196,620		0	1,501,619	(31,537)	\$0.70	\$256	(\$14)	\$33	2039
2040	1,096,000	(208,999)	\$0.49	\$177.99	290,668		0	1,386,668	(114,951)	\$0.62	\$225	(\$30)	\$47	2040
2041	813,156	(282,844)	\$0.35	\$127.95	453,735		0	1,266,891	(119,776)	\$0.55	\$199	(\$26)	\$71	2041
2042	794,538	(18,619)	\$0.33	\$121.14	437,675		0	1,232,213	(34,679)	\$0.51	\$188	(\$11)	\$67	2042
2043	770,613	(23,925)	\$0.31	\$113.85	421,250		0	1,191,863	(40,350)	\$0.48	\$176	(\$12)	\$62	2043
2044	702,138	(68,475)	\$0.28	\$100.51	404,825		0	1,106,963	(84,900)	\$0.43	\$158	(\$18)	\$58	2044
2045	262,438	(439,700)	\$0.10	\$36.40	446,625		0	709,063	(397,900)	\$0.27	\$98	(\$60)	\$62	2045
2046	0	(262,438)	\$0.00	\$0.00	250,819		0	250,819	(458,244)	\$0.09	\$34	(\$65)	\$34	2046
2047	0	0	\$0.00	\$0.00	0		0	0	(250,819)	\$0.00	\$0	(\$34)	\$0	2047
Total	25,000,156				5,557,303	(397,011)	(149,150)			Total Cost of new DS to sample taxpayer				Total

Notes:

Table 5
Financing Plan Tax Impact - 2026-2033 CIP

Village of Jackson, WI

Year Ending	Proposed Debt						Year Ending
	Debt Service Levy		Taxes				
	Total	Levy Change	Total Tax	Annual Taxes	Tax Levy	Annual Taxes	
	Net Debt	from Prior	Rate for	\$365,000	Change from	Difference	
Service Levy	Year	Debt Service	Home	Prior Year	From Existing		
2026	1,754,766		\$1.28	\$467		\$0	2026
2027	1,860,259	105,493	\$1.32	\$480	\$13	\$27	2027
2028	1,967,029	106,770	\$1.35	\$492	\$12	\$68	2028
2029	2,051,438	84,409	\$1.36	\$497	\$5	\$103	2029
2030	2,068,693	17,254	\$1.33	\$486	(\$11)	\$157	2030
2031	2,098,459	29,766	\$1.28	\$466	(\$20)	\$151	2031
2032	2,127,961	29,502	\$1.25	\$458	(\$8)	\$153	2032
2033	2,154,588	26,627	\$1.23	\$449	(\$9)	\$157	2033
2034	2,188,914	34,327	\$1.21	\$442	(\$7)	\$164	2034
2035	2,155,795	(33,120)	\$1.16	\$422	(\$20)	\$154	2035
2036	2,132,905	(22,890)	\$1.10	\$403	(\$19)	\$147	2036
2037	2,115,015	(17,890)	\$1.05	\$383	(\$20)	\$139	2037
2038	2,085,674	(29,341)	\$1.00	\$366	(\$17)	\$132	2038
2039	2,045,055	(40,619)	\$0.95	\$348	(\$18)	\$126	2039
2040	1,969,689	(75,366)	\$0.88	\$320	(\$28)	\$142	2040
2041	1,901,729	(67,960)	\$0.82	\$299	(\$21)	\$171	2041
2042	1,861,870	(39,859)	\$0.78	\$284	(\$15)	\$163	2042
2043	1,815,548	(46,323)	\$0.73	\$268	(\$16)	\$154	2043
2044	1,767,996	(47,551)	\$0.69	\$253	(\$15)	\$153	2044
2045	1,716,676	(51,320)	\$0.65	\$238	(\$15)	\$202	2045
2046	1,483,588	(233,089)	\$0.55	\$199	(\$39)	\$199	2046
2047	1,258,215	(225,373)	\$0.45	\$164	(\$36)	\$164	2047
2048	989,876	(268,339)	\$0.34	\$125	(\$39)	\$125	2048
2049	696,918	(292,959)	\$0.23	\$85	(\$40)	\$85	2049
2050	426,841	(270,076)	\$0.14	\$51	(\$35)	\$51	2050
2051	0	(426,841)	\$0.00	\$0	(\$51)	\$0	2051
Total						\$3,285.27	Total
			Total Cost of new DS to sample taxpayer				

Notes:

Table 6

General Obligation Debt Capacity Analysis - Impact of 2026 Financing Plan

Village of Jackson, WI

Existing Debt				
Year Ending	Projected Equalized Value (TID IN) ¹	Debt Limit	Existing Principal Outstanding	% of Limit
2025	1,431,604,400	71,580,220	26,484,893	37%
2026	1,474,500,560	73,725,028	24,973,713	34%
2027	1,518,682,048	75,934,102	23,288,171	31%
2028	1,564,187,377	78,209,369	21,610,000	28%
2029	1,611,056,214	80,552,811	20,065,000	25%
2030	1,698,742,514	84,937,126	18,695,000	22%
2031	1,749,643,120	87,482,156	17,260,000	20%
2032	1,802,068,896	90,103,445	15,780,000	18%
2033	1,860,251,561	93,012,578	14,270,000	15%
2034	1,921,909,040	96,095,452	12,755,000	13%
2035	1,992,695,939	99,634,797	11,210,000	11%
2036	2,061,255,856	103,062,793	9,640,000	9%
2037	2,129,511,089	106,475,554	8,040,000	8%
2038	2,200,003,103	110,000,155	6,385,000	6%
2039	2,296,747,374	114,837,369	4,725,000	4%
2040	2,372,736,616	118,636,831	3,635,000	3%
2041	2,451,214,381	122,560,719	2,825,000	2%
2042	2,532,261,480	126,613,074	2,005,000	2%
2043	2,615,961,329	130,798,066	1,180,000	1%
2044	2,702,400,033	135,120,002	385,000	0%
2045	2,791,666,472	139,583,324	0	0%
2046	2,883,852,391	144,192,620		0%
2047	2,979,052,491	148,952,625		0%
2048	3,077,364,523	153,868,226		0%

Proposed Debt						
2026 G.O. Notes	Combined Principal Existing & Proposed	Statutory Limit (5% EV)		Village Limit (3% EV)		Year Ending
		% of Limit	Residual	% of Limit	Residual	
	\$26,484,893	37%	\$45,095,327	62%	\$16,463,239	2025
3,430,000	\$28,403,713	39%	\$45,321,315	64%	\$15,831,303	2026
3,390,000	\$26,678,171	35%	\$49,255,932	59%	\$18,882,291	2027
3,350,000	\$24,960,000	32%	\$53,249,369	53%	\$21,965,621	2028
3,310,000	\$23,375,000	29%	\$57,177,811	48%	\$24,956,686	2029
3,195,000	\$21,890,000	26%	\$63,047,126	43%	\$29,072,275	2030
3,100,000	\$20,360,000	23%	\$67,122,156	39%	\$32,129,294	2031
3,005,000	\$18,785,000	21%	\$71,318,445	35%	\$35,277,067	2032
2,910,000	\$17,180,000	18%	\$75,832,578	31%	\$38,627,547	2033
2,810,000	\$15,565,000	16%	\$80,530,452	27%	\$42,092,271	2034
2,710,000	\$13,920,000	14%	\$85,714,797	23%	\$45,860,878	2035
2,610,000	\$12,250,000	12%	\$90,812,793	20%	\$49,587,676	2036
2,510,000	\$10,550,000	10%	\$95,925,554	17%	\$53,335,333	2037
2,410,000	\$8,795,000	8%	\$101,205,155	13%	\$57,205,093	2038
2,320,000	\$7,045,000	6%	\$107,792,369	10%	\$61,857,421	2039
2,130,000	\$5,765,000	5%	\$112,871,831	8%	\$65,417,098	2040
1,765,000	\$4,590,000	4%	\$117,970,719	6%	\$68,946,431	2041
1,400,000	\$3,405,000	3%	\$123,208,074	4%	\$72,562,844	2042
1,035,000	\$2,215,000	2%	\$128,583,066	3%	\$76,263,840	2043
670,000	\$1,055,000	1%	\$134,065,002	1%	\$80,017,001	2044
245,000	\$245,000	0%	\$139,338,324	0%	\$83,504,994	2045
0	\$0	0%	\$144,192,620	0%	\$86,515,572	2046
	\$0	0%	\$148,952,625	0%	\$89,371,575	2047
	\$0	0%	\$153,868,226	0%	\$92,320,936	2048

Notes:

1) Projected TID IN EV based on 5-year average at 3.0% annual inflation.

Table 7**General Obligation Debt Capacity Analysis - Impact of 2026-2033 CIP Financing Plan***Village of Jackson, WI*

Existing Debt				
Year Ending	Projected Equalized Value (TID IN) ¹	Debt Limit	Existing Principal Outstanding	% of Limit
2025	1,431,604,400	71,580,220	26,484,893	37%
2026	1,474,500,560	73,725,028	24,973,713	34%
2027	1,518,682,048	75,934,102	23,288,171	31%
2028	1,564,187,377	78,209,369	21,610,000	28%
2029	1,611,056,214	80,552,811	20,065,000	25%
2030	1,698,742,514	84,937,126	18,695,000	22%
2031	1,749,643,120	87,482,156	17,260,000	20%
2032	1,802,068,896	90,103,445	15,780,000	18%
2033	1,860,251,561	93,012,578	14,270,000	15%
2034	1,921,909,040	96,095,452	12,755,000	13%
2035	1,992,695,939	99,634,797	11,210,000	11%
2036	2,061,255,856	103,062,793	9,640,000	9%
2037	2,129,511,089	106,475,554	8,040,000	8%
2038	2,200,003,103	110,000,155	6,385,000	6%
2039	2,296,747,374	114,837,369	4,725,000	4%
2040	2,372,736,616	118,636,831	3,635,000	3%
2041	2,451,214,381	122,560,719	2,825,000	2%
2042	2,532,261,480	126,613,074	2,005,000	2%
2043	2,615,961,329	130,798,066	1,180,000	1%
2044	2,702,400,033	135,120,002	385,000	0%
2045	2,791,666,472	139,583,324	0	0%
2046	2,883,852,391	144,192,620		0%
2047	2,979,052,491	148,952,625		0%
2048	3,077,364,523	153,868,226		0%

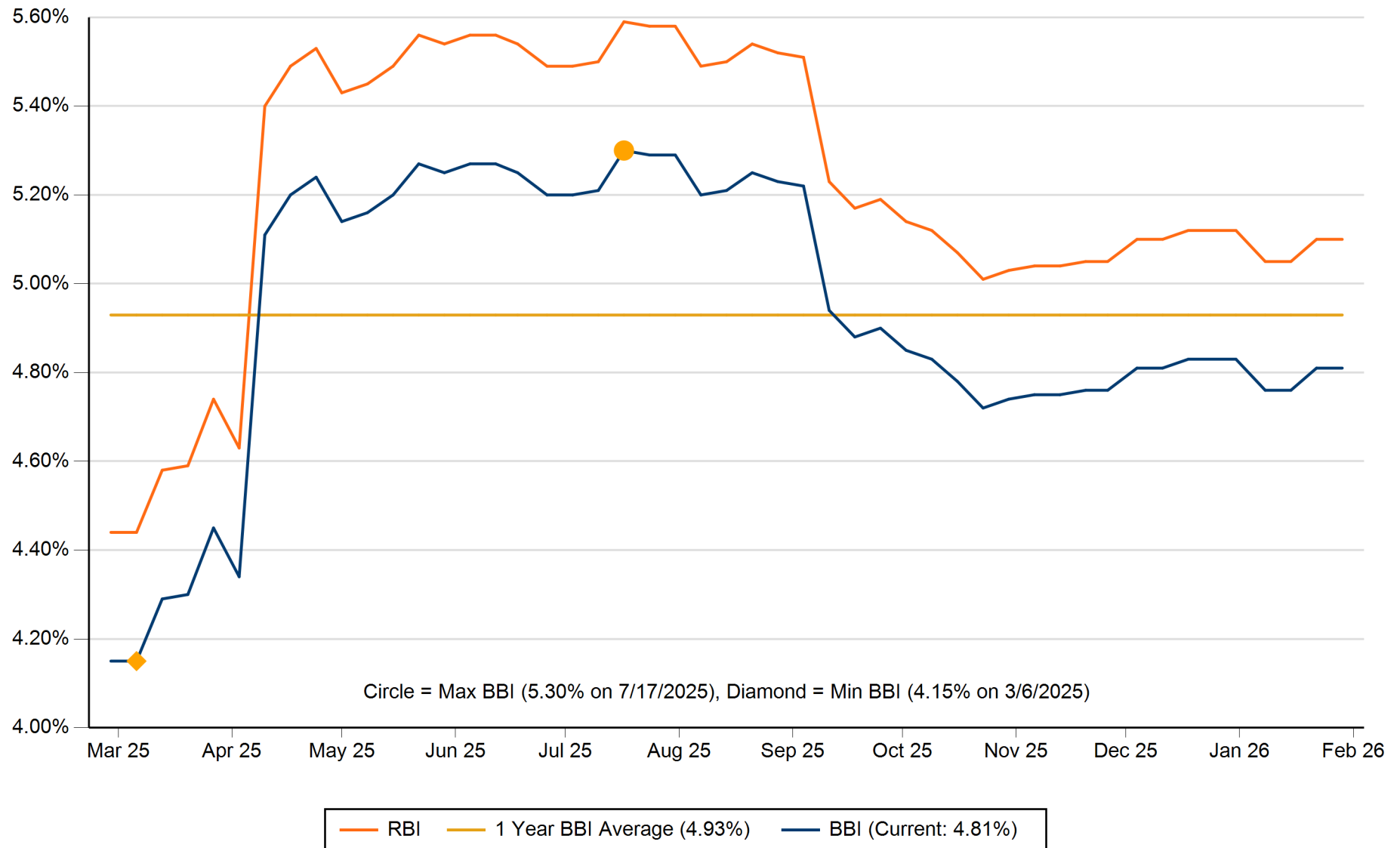
Proposed Debt					
Combined Principal Existing & Proposed	Statutory Limit (5% EV)		Village Limit (3% EV)		Year Ending
	% of Limit	Residual	% of Limit	Residual	
\$26,484,893	37%	\$45,095,327	62%	\$16,463,239	2025
\$28,403,713	39%	\$45,321,315	64%	\$15,831,303	2026
\$32,238,171	42%	\$43,695,932	71%	\$13,322,291	2027
\$33,545,000	43%	\$44,664,369	71%	\$13,380,621	2028
\$31,820,000	40%	\$48,732,811	66%	\$16,511,686	2029
\$30,060,000	35%	\$54,877,126	59%	\$20,902,275	2030
\$28,250,000	32%	\$59,232,156	54%	\$24,239,294	2031
\$26,360,000	29%	\$63,743,445	49%	\$27,702,067	2032
\$24,425,000	26%	\$68,587,578	44%	\$31,382,547	2033
\$22,470,000	23%	\$73,625,452	39%	\$35,187,271	2034
\$20,475,000	21%	\$79,159,797	34%	\$39,305,878	2035
\$18,445,000	18%	\$84,617,793	30%	\$43,392,676	2036
\$16,370,000	15%	\$90,105,554	26%	\$47,515,333	2037
\$14,220,000	13%	\$95,780,155	22%	\$51,780,093	2038
\$12,065,000	11%	\$102,772,369	18%	\$56,837,421	2039
\$10,340,000	9%	\$108,296,831	15%	\$60,842,098	2040
\$8,835,000	7%	\$113,725,719	12%	\$64,701,431	2041
\$7,315,000	6%	\$119,298,074	10%	\$68,652,844	2042
\$5,725,000	4%	\$125,073,066	7%	\$72,753,840	2043
\$4,105,000	3%	\$131,015,002	5%	\$76,967,001	2044
\$2,465,000	2%	\$137,118,324	3%	\$81,284,994	2045
\$1,225,000	1%	\$142,967,620	1%	\$85,290,572	2046
\$290,000	0%	\$148,662,625	0%	\$89,081,575	2047
\$0	0%	\$153,868,226	0%	\$92,320,936	2048

Notes:

1) Projected TID IN EV based on 5-year average at 3.0% annual inflation.

1 YEAR TREND IN MUNICIPAL BOND INDICES

Weekly Rates February, 2025 - February, 2026



Source: The Bond Buyer

The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

The Revenue Bond Index (RBI) shows the average yield on a group of revenue bonds that mature in 30 years and have an average rating equivalent to Moody's A1 and S&P's A+.



RESOLUTION #26-08

**AUTHORIZING THE ISSUANCE AND SALE OF
APPROXIMATELY \$3,430,000 GENERAL OBLIGATION
PROMISSORY NOTES, SERIES 2026A**

WHEREAS, the Village of Jackson, Washington County, Wisconsin (the "Village") is presently in need of approximately \$3,430,000 for public purposes, including paying the cost of street improvement projects and financing a development incentive for Glacier Hills Credit Union (collectively, the "Project"); and

WHEREAS, it is desirable to borrow said funds through the issuance of general obligation promissory notes pursuant to Section 67.12(12), Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Jackson that:

Section 1. Issuance of the Notes. The Village shall issue its General Obligation Promissory Notes, Series 2026A (the "Notes") in the approximate amount of \$3,430,000 for the purpose of paying the cost of the Project.

Section 2. Sale of the Notes. The Village Board hereby authorizes and directs that the Notes be offered for public sale. At a subsequent meeting, the Village Board shall consider such bids for the Notes as may have been received and take action thereon.

Section 3. Notice of Sale. The Village Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) be and hereby is directed to cause notice of the sale of the Notes to be disseminated in such manner and at such times as the Village Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the Village Clerk may determine.

Section 4. Official Statement. The Village Clerk (in consultation with Ehlers) shall cause an Official Statement to be prepared and distributed. The appropriate Village officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Section 5. Reimbursement. The Village Board hereby officially declares its intent pursuant to Treasury Regulation Section 1.150-2 to reimburse any expenditures made in connection with the Project prior to the issuance of the Notes with the proceeds of the Notes in an amount not to exceed \$3,430,000.

Introduced by: _____

Seconded by: _____

Vote: ____ Ayes ____ Nays

Passed and Approved: _____

Brian J. Heckendorf – Village President

Attest: _____
Pamela Wolf – Interim Village Clerk/Deputy Clerk

Proof of Posting:

I, the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office, the Jackson Community Center, and the Village of Jackson website.

Village Official

Date

March 10, 2026

PRE-SALE REPORT FOR

Village of Jackson, Wisconsin

\$3,510,000 Water and Sewer System Revenue Bonds, Series 2026B



Prepared by:

Ehlers
N19W24400 Riverwood Drive,
Suite 100
Waukesha, WI 53188

Advisors:

Brian Roemer, Senior Municipal Advisor
Ariana Schmidt, Associate Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$3,510,000 Water and Sewer System Revenue Bonds, Series 2026B

Purposes:

The proposed issue includes financing the water and sewer portions of various street improvement projects from the Village's CIP. Debt service will be paid from water and sewer revenues.

Authority:

The Bonds are being issued pursuant to Wisconsin Statute(s):

- 66.0621

The Bonds are not general obligations of the Village but are payable only from and secured by a pledge of income and revenue to be derived from the operation of the Water and Sewer Systems.

Term/Call Feature:

The Bonds are being issued for a term of 20 years. Principal on the Bonds will be due on May 1 in the years 2027 through 2046. Interest will be due every six months beginning May 1, 2027.

The Bonds will be subject to prepayment at the discretion of the Village on May 1, 2035 or any date thereafter.

Bank Qualification:

Because the Village is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the Village will be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.

Rating:

The Village's most recent bond issues were rated by Moody's Investors Service. The current rating on those bonds is "A2". The Village will request a new rating for the Bonds.

If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the Village's bond rating in the event that the bond rating of the insurer is higher than that of the Village.

Basis for Recommendation:

Based on your objectives, financial situation and need, risk tolerance, liquidity needs, experience with the issuance of Bonds and long-term financial capacity, as well as the tax status considerations related to the Bonds and the structure, timing and other similar matters related to the Bonds, we are recommending the issuance of Bonds as a suitable option. Ehlers has reviewed other reasonably feasible alternatives to the recommended issuance of municipal securities.

Method of Sale/Placement:

We are recommending the Bonds be issued as municipal securities and offered through a competitive underwriting process. You will solicit competitive bids, which we will compile on your behalf, for the purchase of the Bonds from underwriters and banks.

An allowance for discount bidding will be incorporated in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium." For this issue of Bonds, any premium amount received may: be retained; used to reduce the issue size; or combination thereof. These adjustments may slightly change the true interest cost of the original bid, either up or down. We anticipate using any premium amounts received to reduce the issue size.

The amount of premium allowed can be restricted in the bid specifications. Restrictions on premium may result in fewer bids, but may also eliminate large adjustments on the day of sale and unintended results with respect to debt service payment impacts. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the Village's objectives for this financing.

Other Considerations:

The Bonds will be offered with the option of the successful bidder utilizing a term bond structure. By offering underwriters the option to “term up” some of the maturities at the time of the sale, it gives them more flexibility in finding a market for your Bonds. This makes your issue more marketable, which can result in lower borrowing costs. In the event that the successful bidder utilizes a term bond structure, we recommend the Village retain a paying agent to handle responsibility for processing mandatory redemption/call notices associated with term bonds.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the Village and find that there are no refunding opportunities at this time.

We will continue to monitor the market and the call dates for the Village’s outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

Because the Village has more than \$10,000,000 in outstanding debt subject to a continuing disclosure undertaking (including this issue) and this issue does not meet an available exemption from continuing disclosure, the Village will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The Village is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The Village must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations (“Arbitrage Rules”) throughout the life of the issue to maintain the tax-exempt status of the Bonds. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The Village’s specific arbitrage responsibilities will be detailed in the Tax Exemption Certificate (the “Tax Compliance Document”) prepared by your Bond Attorney and provided at closing.

The Bonds may qualify for one or more exception(s) to the Arbitrage Rules by meeting 1) small issuer exception, 2) spend down requirements, 3) bona fide debt service fund limits, 4) reasonable reserve requirements, 5) expenditure within an available period limitations, 6) investments yield restrictions, 7) de minimis rules, or; 8) borrower limited requirements.

An Ehlers arbitrage expert will contact the Village within 30 days after the sale date to review the Village’s specific responsibilities for the Bonds. The Village is currently receiving arbitrage services from Ehlers in relation to the Bonds.

Investment of Bond Proceeds:

Ehlers can assist the Village in developing a strategy to invest your Bond proceeds until the funds are needed to pay project costs.

Risk Factors:

Utility Revenues: The Village expects to pay the Bond debt service with Water and Sewer Revenues.

In the event utility revenues are insufficient to pay debt service, the Village Board is committing to consider appropriating funds from any other available sources in an amount sufficient to cover the shortfall. If it chooses to do so, the Village may levy a tax to make up a shortfall. Any amount levied for this purpose is exempted from levy limits. While the Village is not required to appropriate the funds necessary to remedy any shortfall in revenues needed to pay debt service, failure to do so would result in either a lack of access to capital markets in the future, or access at a substantially higher cost.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel and Disclosure Counsel: Quarles & Brady LLP.

Paying Agent: Bond Trust Services Corporation.

Rating Agency: Moody's Investors Service, Inc.

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by Village Board:	March 10, 2026
Due Diligence Call to Review Official Statement:	Week of March 30, 2026
Conference with Rating Agency:	Week of March 30, 2026
Distribute Official Statement:	April 7, 2026
Village Board Meeting to Award Sale of the Bonds:	April 14, 2026
Estimated Closing Date:	May 1, 2026

Attachments

- Table 1: 2026 Capital Improvement Projects
- Table 2: Estimated Sources and Uses of Funds
- Table 3: Estimated Proposed Debt Service Schedule
- Table 4: All-In Debt Coverage – 2026 G.O. Notes
- Appendix A: Bond Buyer Index

EHLERS' CONTACTS

Brian Roemer, Senior Municipal Advisor	(262) 796-6178
Ariana Schmidt, Associate Municipal Advisor	(262) 796-6181
Sue Porter, Lead Public Finance Analyst	(262) 796-6167
Beth Mueller, Senior Financial Analyst	(651) 697-8553

Table 1

Capital Improvement Plan & Funding Uses

Village of Jackson, WI

Projects	Department	Purpose	Plan Issue	Funding	2026	Totals
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	2026 Revenue Bonds	Revenue Debt	340,909	340,909
Linden Drive - Hickory Lane to Dead End	Sewer	Sewer - Improvements	2026 Revenue Bonds	Revenue Debt	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	2026 Revenue Bonds	Revenue Debt	402,519	402,519
Aspen Drive - Hickory Lane to Dead End	Sewer	Sewer - Improvements	2026 Revenue Bonds	Revenue Debt	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	2026 Revenue Bonds	Revenue Debt	433,617	433,617
Hawthorne Drive - Hickory Lane to Dead End	Sewer	Sewer - Improvements	2026 Revenue Bonds	Revenue Debt	433,617	433,617
Eagle Drive - Hickory Lane to STH 60	Cap. Projects	Streets - Improvements	2026 G.O. Notes	G.O. Debt	2,031,109	2,031,109
Eagle Drive - Hickory Lane to STH 60	Sewer	Sewer - Improvements	2026 Revenue Bonds	Revenue Debt	1,015,555	1,015,555
CPR Training Equipment - Manikins/AED Trainers	Fire/EMS	Fire - Building	None	Cash	3,400	3,400
Heart Montiors - 1250, 1251, Paramedic First Responder	Fire/EMS	Fire - Equip.	None	Grants/Aids	112,000	112,000
AED's - first responders, 1285	Fire/EMS	Fire - Equip.	None	Cash	18,600	18,600
EQS #9 - Turf Mower (2018)	Cap. Projects	Streets - Equip./Vehicle	None	Cash	16,000	16,000
EQS #10 - Turf Mower (2019)	Cap. Projects	Streets - Equip./Vehicle	None	Cash	16,000	16,000
ENG #2 - Engineering Tech Vehicle	Cap. Projects	Streets - Equip./Vehicle	None	Cash	30,000	30,000
EQS #6 - Vermeer Chipper	Cap. Projects	Streets - Equip./Vehicle	None	Cash	110,000	110,000
4 Badger Books	Cap. Projects	Treasurer	None	Cash	12,000	12,000
JCC HVAC Unit Replacement	Cap. Projects	Community Center	None	Cash	18,000	18,000
Fiber Internet & Security Cameras - Hickory Lane Park & Splash Pad	Cap. Projects	Parks & Rec	None	Cash	45,000	45,000
Fiber Internet & Security Cameras - Jackson Park	Cap. Projects	Parks & Rec	None	Cash	75,000	75,000
Jackson Park - Picnic Table Replacement	Cap. Projects	Parks & Rec	None	Cash	17,000	17,000
Hasmer Lake Park - Park Development Engineering	Cap. Projects	Parks & Rec	None	Special Assessment/Impact Fees	100,000	100,000
Fiber and Cameras to Well 1, 4 and 5	Water	Water - Improvements	None	Cash	170,000	170,000
EQWW5 - Electric Scissors Lift	Sewer	Sewer - Equip./Vehicle	None	Cash	25,000	25,000
EQWW8 - Toro Turf Mower	Sewer	Sewer - Equip./Vehicle	None	Cash	16,000	16,000
2026 Fleet Addition - Pick Up Truck	Sewer	Sewer - Equip./Vehicle	None	Cash	35,000	35,000
Fiber and Cameras to Lift Station Sherman Road	Sewer	Sewer - Improvements	None	Cash	35,000	35,000
Digitizing Clerk files, Treasurer Files, DPW files	Cap. Projects	Admininstration	None	Cash	25,000	25,000
WWTP Improvements Phase 2A - Aeration Basin	Sewer	Sewer - Improvements	None	Cash	880,000	880,000
TID #7 Incentive Payment	TID 7	GHU Incentive	2026 G.O. Notes	G.O. Debt	117,295	117,295
Actual CIP Costs					8,454,095	8,454,095

Sources of Funding		
G.O. Debt	3,325,449	3,325,449
Cap. Projects	3,208,154	3,208,154
TID 7	117,295	117,295
Revenue Debt	3,369,645	3,369,645
Water	1,177,045	1,177,045
Sewer	2,192,600	2,192,600
Grants/Aids	112,000	112,000
Fire/EMS	112,000	112,000

Special Assessment/Impact Fees	100,000	100,000
Cap. Projects	100,000	100,000
Cash	1,547,000	1,547,000
Water	170,000	170,000
Sewer	991,000	991,000
Cap. Projects	364,000	364,000
Fire/EMS	22,000	22,000
Total	8,454,095	8,454,095
Water	1,347,045	1,347,045
Sewer	3,183,600	3,183,600
Cap. Projects	3,672,154	3,672,154
Fire/EMS	134,000	134,000
TID 7	117,295	117,295

Debt Obligations		
2026 G.O. Notes	3,325,449	3,325,449
2026 Revenue Bonds	3,369,645	3,369,645
None	1,759,000	1,759,000
Total	8,454,095	8,454,095

Notes:

Table 2 Estimated Sources & Uses of Funds

Village of Jackson, WI

	2026		
	Revenue Bonds	Water Portion	Sewer Portion
CIP Projects¹			
Water	1,177,045	1,177,045	
Sewer	2,192,600		2,192,600
Subtotal Project Costs	3,369,645	1,177,045	2,192,600
CIP Projects¹	3,369,645	1,177,045	2,192,600
Less Other Available Revenues			
Cash Available	(200,505)	(69,977)	(130,528)
Net Borrowing Requirement	3,169,140	1,107,068	2,062,072
Debt Service Reserve			
DSR Funds On Hand	(535,012)	(186,721)	(348,291)
New DSR Requirement	735,518	256,698	478,820
Reserve Fund Requirement	200,505	69,977	130,528
Estimated Issuance Expenses	161,225	56,268	104,957
Municipal Advisor (Ehlers)	48,500	16,927	31,573
Bond Counsel	30,000	10,470	19,530
Disclosure Counsel	21,000	7,329	13,671
Rating Fee	17,000	5,933	11,067
Maximum Underwriter's Discount	43,875	15,313	28,563
Paying Agent	850	297	553
Subtotal Issuance Expenses	161,225	56,268	104,957
TOTAL TO BE FINANCED	3,530,870	1,233,313	2,297,557
Estimated Interest Earnings	(25,272)	(8,827.84)	(16,444.50)
Assumed spend down (months)	3.00		
Rounding	4,402	515	3,887
NET SIZE	3,510,000	1,225,000	2,285,000

Notes:

1) Project Total Estimates per 2025 FMP CIP.

Table 3

Allocation of Debt Service - 2026 Revenue Bonds

Village of Jackson, WI

Year Ending	Water Portion				Sewer Portion			
	Principal	Est. Rate	Interest	Total	Principal	Est. Rate	Interest	Total
2026				0				0
2027	50,000	3.60%	78,501	128,501	0	3.60%	153,877	153,877
2028	40,000	3.60%	50,414	90,414	30,000	3.60%	102,045	132,045
2029	40,000	3.60%	48,974	88,974	50,000	3.60%	100,605	150,605
2030	45,000	3.62%	47,440	92,440	50,000	3.62%	98,800	148,800
2031	45,000	3.70%	45,793	90,793	60,000	3.70%	96,785	156,785
2032	50,000	3.82%	44,005	94,005	60,000	3.82%	94,529	154,529
2033	50,000	3.90%	42,075	92,075	65,000	3.90%	92,115	157,115
2034	50,000	4.00%	40,100	90,100	75,000	4.00%	89,348	164,348
2035	55,000	4.15%	37,959	92,959	85,000	4.15%	86,084	171,084
2036	60,000	4.35%	35,513	95,513	90,000	4.35%	82,363	172,363
2037	60,000	4.35%	32,903	92,903	95,000	4.35%	78,339	173,339
2038	65,000	4.45%	30,151	95,151	100,000	4.45%	74,048	174,048
2039	65,000	4.45%	27,259	92,259	110,000	4.45%	69,375	179,375
2040	70,000	4.55%	24,220	94,220	115,000	4.55%	64,311	179,311
2041	75,000	4.55%	20,921	95,921	120,000	4.55%	58,965	178,965
2042	75,000	4.65%	17,471	92,471	135,000	4.65%	53,096	188,096
2043	75,000	4.65%	13,984	88,984	135,000	4.65%	46,819	181,819
2044	75,000	4.80%	10,440	85,440	230,000	4.80%	38,160	268,160
2045	90,000	4.80%	6,480	96,480	300,000	4.80%	25,440	325,440
2046	90,000	4.80%	2,160	92,160	380,000	4.80%	9,120	389,120
Total	1,225,000		656,761	1,881,761	2,285,000		1,514,220	3,799,220

Year Ending	Totals		
	Principal (5/1)	Interest	Total
2026	0	0	0
2027	50,000	232,378	282,378
2028	70,000	152,459	222,459
2029	90,000	149,579	239,579
2030	95,000	146,239	241,239
2031	105,000	142,577	247,577
2032	110,000	138,534	248,534
2033	115,000	134,190	249,190
2034	125,000	129,448	254,448
2035	140,000	124,043	264,043
2036	150,000	117,875	267,875
2037	155,000	111,241	266,241
2038	165,000	104,199	269,199
2039	175,000	96,634	271,634
2040	185,000	88,531	273,531
2041	195,000	79,886	274,886
2042	210,000	70,568	280,568
2043	210,000	60,803	270,803
2044	305,000	48,600	353,600
2045	390,000	31,920	421,920
2046	470,000	11,280	481,280
Total	3,510,000	2,170,981	5,680,981

Notes:

1) Estimated Rate assumes Lawrence (rated A, BQ) 1/26/26 sale + 65 Basis Points (or 0.65%)

Table 4
All In Debt Coverage - Impact of 2026 Revenue Bonds

Village of Jackson, WI

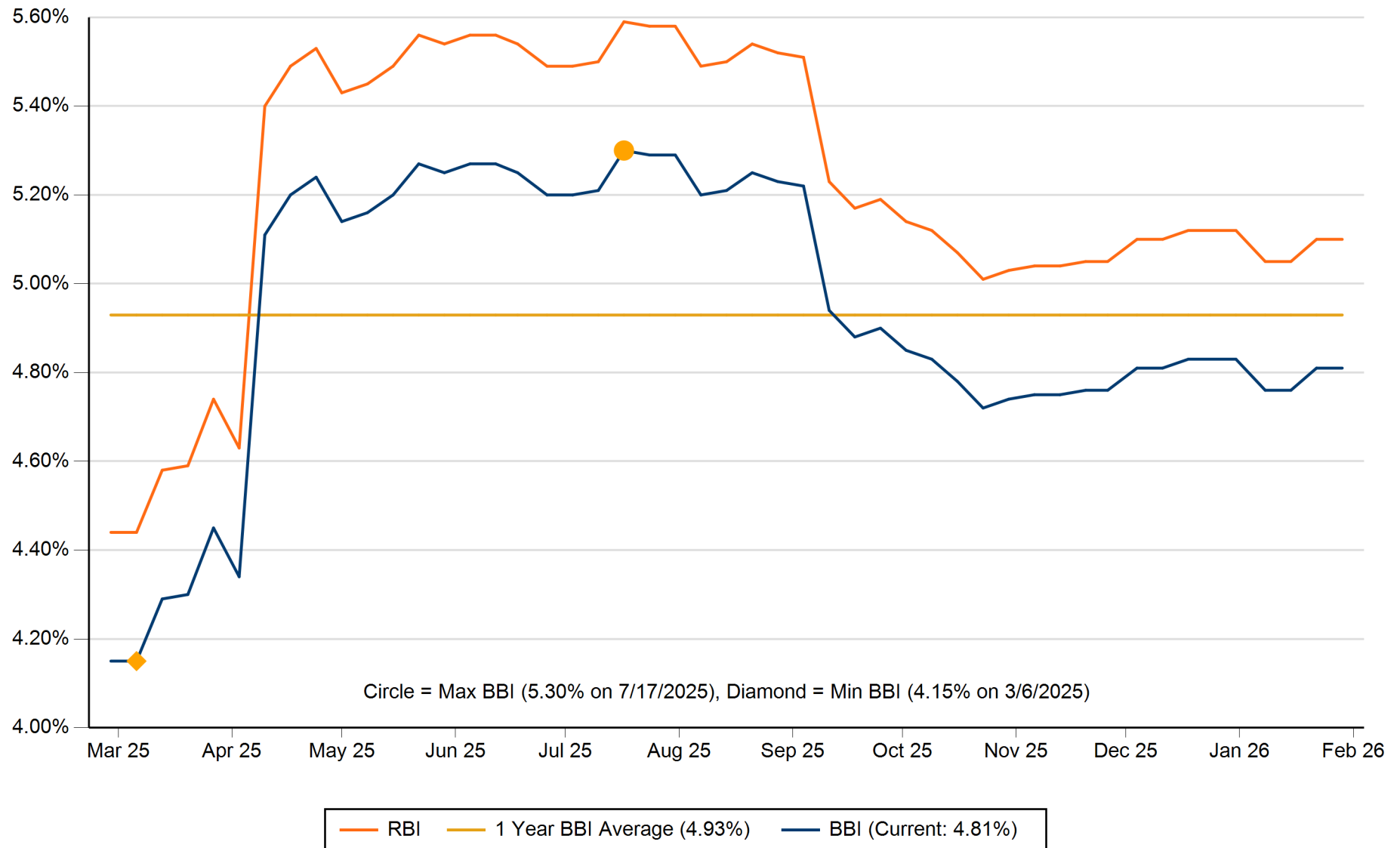
Year	Water Debt Service ¹					Sewer Debt Service ²					Water & Sewer Debt Service					Year
	Existing Debt	Proposed Debt	Total	Debt Coverage	D.S. Capacity	Existing Debt	Proposed Debt	Total	Debt Coverage	D.S. Capacity	Existing Debt	Proposed Debt	Total	Debt Coverage	D.S. Capacity	
	\$605,211 2025 Net Revenues @ 1.6x					953,478.32 2025 Net Revenues @ 1.6x					\$1,558,689 2025 Net Revenues @ 1.6x					
2026	219,844	0	219,844	2.75	158,413	731,364	0	731,364	1.30	(135,440)	951,208	0	951,208	1.64	22,973	2026
2027	226,138	128,501	354,639	1.71	23,618	733,593	153,877	887,470	1.07	(291,546)	959,731	282,378	1,242,108	1.25	(267,928)	2027
2028	219,888	90,414	310,302	1.95	67,955	723,277	132,045	855,321	1.11	(259,398)	943,164	222,459	1,165,623	1.34	(191,442)	2028
2029	213,638	88,974	302,612	2.00	75,645	703,209	150,605	853,814	1.12	(257,890)	916,847	239,579	1,156,425	1.35	(182,244)	2029
2030	207,388	92,440	299,827	2.02	78,430	693,390	148,800	842,189	1.13	(246,265)	900,777	241,239	1,142,016	1.36	(167,836)	2030
2031	201,138	90,793	291,930	2.07	86,327	683,569	156,785	840,353	1.13	(244,429)	884,706	247,577	1,132,283	1.38	(158,103)	2031
2032	194,888	94,005	288,893	2.09	89,364	683,496	154,529	838,025	1.14	(242,101)	878,384	248,534	1,126,917	1.38	(152,736)	2032
2033	193,963	92,075	286,038	2.12	92,219	678,897	157,115	836,012	1.14	(240,088)	872,859	249,190	1,122,049	1.39	(147,869)	2033
2034	188,363	90,100	278,463	2.17	99,794	670,021	164,348	834,369	1.14	(238,445)	858,384	254,448	1,112,831	1.40	(138,650)	2034
2035	182,963	92,959	275,921	2.19	102,336	661,343	171,084	832,427	1.15	(236,503)	844,306	264,043	1,108,348	1.41	(134,167)	2035
2036	177,763	95,513	273,275	2.21	104,982	652,864	172,363	825,226	1.16	(229,302)	830,626	267,875	1,098,501	1.42	(124,320)	2036
2037	172,563	92,903	265,465	2.28	112,792	644,382	173,339	817,721	1.17	(221,797)	816,945	266,241	1,083,186	1.44	(109,005)	2037
2038	172,263	95,151	267,414	2.26	110,843	640,799	174,048	814,847	1.17	(218,923)	813,062	269,199	1,082,260	1.44	(108,079)	2038
2039	166,863	92,259	259,121	2.34	119,136	632,114	179,375	811,489	1.17	(215,565)	798,976	271,634	1,070,610	1.46	(96,429)	2039
2040	166,300	94,220	260,520	2.32	117,737	628,264	179,311	807,575	1.18	(211,652)	794,564	273,531	1,068,095	1.46	(93,915)	2040
2041	165,469	95,921	261,390	2.32	116,867	624,144	178,965	803,109	1.19	(207,185)	789,613	274,886	1,064,499	1.46	(90,318)	2041
2042	159,531	92,471	252,003	2.40	126,254	614,915	188,096	803,011	1.19	(207,087)	774,446	280,568	1,055,014	1.48	(80,833)	2042
2043	153,594	88,984	242,578	2.49	135,679	605,684	181,819	787,503	1.21	(191,579)	759,278	270,803	1,030,080	1.51	(55,900)	2043
2044	64,275	85,440	149,715	4.04	228,542	434,670	268,160	702,830	1.36	(106,906)	498,945	353,600	852,545	1.83	121,636	2044
2045	66,463	96,480	162,943	3.71	215,314	66,463	325,440	391,903	2.43	204,021	132,925	421,920	554,845	2.81	419,336	2045
2046	0	92,160	92,160	6.57	286,097	0	389,120	389,120	2.45	206,804	0	481,280	481,280	3.24	492,901	2046
2047		0	0	N/A	378,257		0	0	N/A	595,924	0	0	0	N/A	974,181	2047
Total	3,513,288	1,881,761	5,395,049			12,506,459	3,799,220	16,305,678			16,019,746	5,680,981	21,700,727			Total

Notes:

- 1) Water has implemented a 24% adjustment, effective 4/1/2026, which is projected to add \$370k of additional revenues.
2) Sewer completed a 1/1/2026 18% adjustment, which is projected to add \$374k of additional revenues.

1 YEAR TREND IN MUNICIPAL BOND INDICES

Weekly Rates February, 2025 - February, 2026



The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

The Revenue Bond Index (RBI) shows the average yield on a group of revenue bonds that mature in 30 years and have an average rating equivalent to Moody's A1 and S&P's A+.

Source: The Bond Buyer



RESOLUTION #26-09

**PROVIDING FOR THE SALE OF APPROXIMATELY \$3,510,000 WATER
AND SEWER SYSTEM REVENUE BONDS, SERIES 2026B**

WHEREAS, the Village of Jackson, Washington County, Wisconsin (the "Village") is presently in need of approximately \$3,510,000 for the public purpose of paying the cost of extensions, additions and improvements to the Village's Water System and Sewer System (the "Project"); and

WHEREAS, it is desirable to borrow said funds through the issuance of water and sewer system revenue bonds pursuant to Section 66.0621, Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Jackson that:

Section 1. Issuance of the Bonds. The Village shall issue its Water and Sewer System Revenue Bonds, Series 2026B (the "Bonds") in the approximate amount of \$3,510,000 for the purpose of paying the cost of the Project.

Section 2. Sale of the Bonds. The Village Board hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the Village Board shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The Village Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) be and hereby is directed to cause notice of the sale of the Bonds to be disseminated in such manner and at such times as the Village Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the Village Clerk may determine.

Section 4. Official Statement. The Village Clerk (in consultation with Ehlers) shall cause an Official Statement to be prepared and distributed. The appropriate Village officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Section 5. Reimbursement. The Village Board hereby officially declares its intent pursuant to Treasury Regulation Section 1.150-2 to reimburse any expenditures made in connection with the Project prior to the issuance of the Bonds with the proceeds of the Bonds in an amount not to exceed \$3,510,000.

Introduced by: _____

Seconded by: _____

Vote: ____ Ayes ____ Nays

Passed and Approved: _____

Brian J. Heckendorf – Village President

Attest: _____
Pamela Wolf – Interim Village Clerk/Deputy Clerk

Proof of Posting:

I, the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office, the Jackson Community Center, and the Village of Jackson website.

Village Official

Date

STAFF MEMO

Village of Jackson Plan Commission

Meeting Date: February 19, 2026

Agenda Item: Item #3

To: Brian Heckendorf, Village President
Village of Jackson Plan Commission
Jen Heidtke, Village Administrator

From: Collin Johnson, Director of Inspections and Zoning

Subject: Review of Extra-Territorial Two Lot Certified Survey Map - Parcels: T7_0736 and T7_073600A – Jeffrey and Ruth Smith

Background and Analysis:

The applicants, Jeffrey and Ruth are requesting Village review and approval of a Certified Survey Map (CSM) for various properties identified as Parcels: T7_0736 and T7_073600A located on Mill Road in the Town of Jackson. The CSM is subject to extra-territorial review and if approved, would add roughly four acres to parcel T7_073600A also known as 1969 Mill Road.

Comprehensive Plan and Zoning Impacts:

The properties are located in the Town of Jackson and therefore, not subject to Village zoning. The Village Comprehensive Map lists the area as largely Medium-Density Residential as well as General Commercial.

Site Plan:

See attached location map and Certified Survey Map (DRAFT).

Additional Staff Comments:

Building Inspection and Zoning

Staff recommends approval of the CSM as submitted.

Review Procedures:

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

Notice Requirements:

- Posting on the agenda

Potential Action:

Motion to recommend the Village Board approve the Certified Survey Map for properties identified as Parcels: T7_0736 and T7_073600A.

Attachments:

1. PC Application
2. Location Map
3. Certified Survey Map (DRAFT)

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: 1969 Mill Rd & 1987 Mill Rd Unit: _____ Jackson, WI

Parcel #: _____ Lot Size: _____ sq. ft. Building Area: _____ sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☐ PUD ☐ Other _____ Floodplain: Y / N

APPLICANT INFORMATION

Name(s): Jeffrey C & Ruth A Smith TOD

Mailing Address: 1969 Mill Rd Jackson State WI Zip 53037

Office: (____) _____ Cell: (____) _____ Fax: (____) _____

Email: _____

BUSINESS INFORMATION (If New Business)

Legal Business Name: N/A

D/B/A: _____ FEIN #: _____ - _____

Mailing Address: _____ State _____ Zip _____

Office: (____) _____ Cell: (____) _____ Fax: (____) _____

Email: _____

Website: _____

PROPERTY OWNER INFORMATION

Name(s): Jeffrey C & Ruth A Smith TOD

Address: 1969 Mill Rd Jackson State WI Zip 53037

Office: (____) _____ Cell: (____) _____ Fax: (____) _____

Email: _____

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: N/A

Primary Contact: _____

Address: _____ State _____ Zip _____

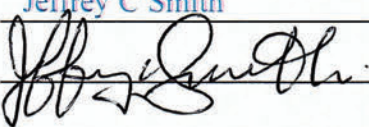
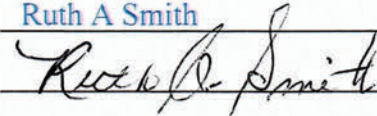
Office: (____) _____ Cell: (____) _____ Fax: (____) _____

Email: _____

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): Jeffrey C Smith
Applicant Signature: 
Co-Applicant Name (Print): Ruth A Smith
CO-Applicant Signature: 
Date of Application: 1-12-26

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:	<u>1/12/26</u>
Amount: \$	<u>150.00</u>
Payment Type:	<u>CH</u> / CC / CASH
Check/Rcpt. #:	<u>7822</u>
Received By:	<u>cmf</u>



Phone: 262-677-4048

Website: www.town-jackson.com

Washington County
3146 Division Road
Jackson, WI 53037

Parks and Planning Commission Application

The Parks and Planning Commission meet the last Wednesday of each month. Applications and fee(s) must be received **two (2) weeks min.** in advance to be placed on the agenda. In the event that the submittal is not complete, there will be no review until the submittal is complete. Applicant shall submit ten (10) copies of all plans, surveys. The applicant or their representative is required to be present at the meeting. All meetings take place at the Town Hall at 7:00 PM.

Project Type: ☒ Land Division ☐ Site Plan ☐ Other: _____
Review Type: ☐ Conceptual ☐ Preliminary ☒ Discussion / Final

Submittal Date: _____

Applicant Name: Jeffrey C & Ruth A Smith

Phone No.

Mailing Address: 1969 Mill Rd

City, State, Zip: Jackson, WI 53037

Email Address:

Project/ Site Address: 1969 & 1987 Mill Rd

City, State, Zip: Jackson, WI 53037

Tax Key No. T7- 073600A & 0736

Zoning Classification: A1

Parcel Size: 10.07A & 10.07A Section: 28

Provide a brief description of your request:

I am looking to purchase 4 acres of land from Chris Henke 1987 Mill Rd Tax Key T7-0736 and add it to my property at 1969 Mill Rd Tax Key T7-073600A.

Received _____ copies and fee on _____, 20____

Parks & Plan Commission Fee: **\$100.00**

Received by: _____

Jim Micech, Zoning Inspector 414-840-3416

VILLAGE OF JACKSON

N168W19851 MAIN ST

JACKSON, WI 53037

Receipt Nbr: 307207

Date: 1/12/2026

Check

RECEIVED
FROM SMITH

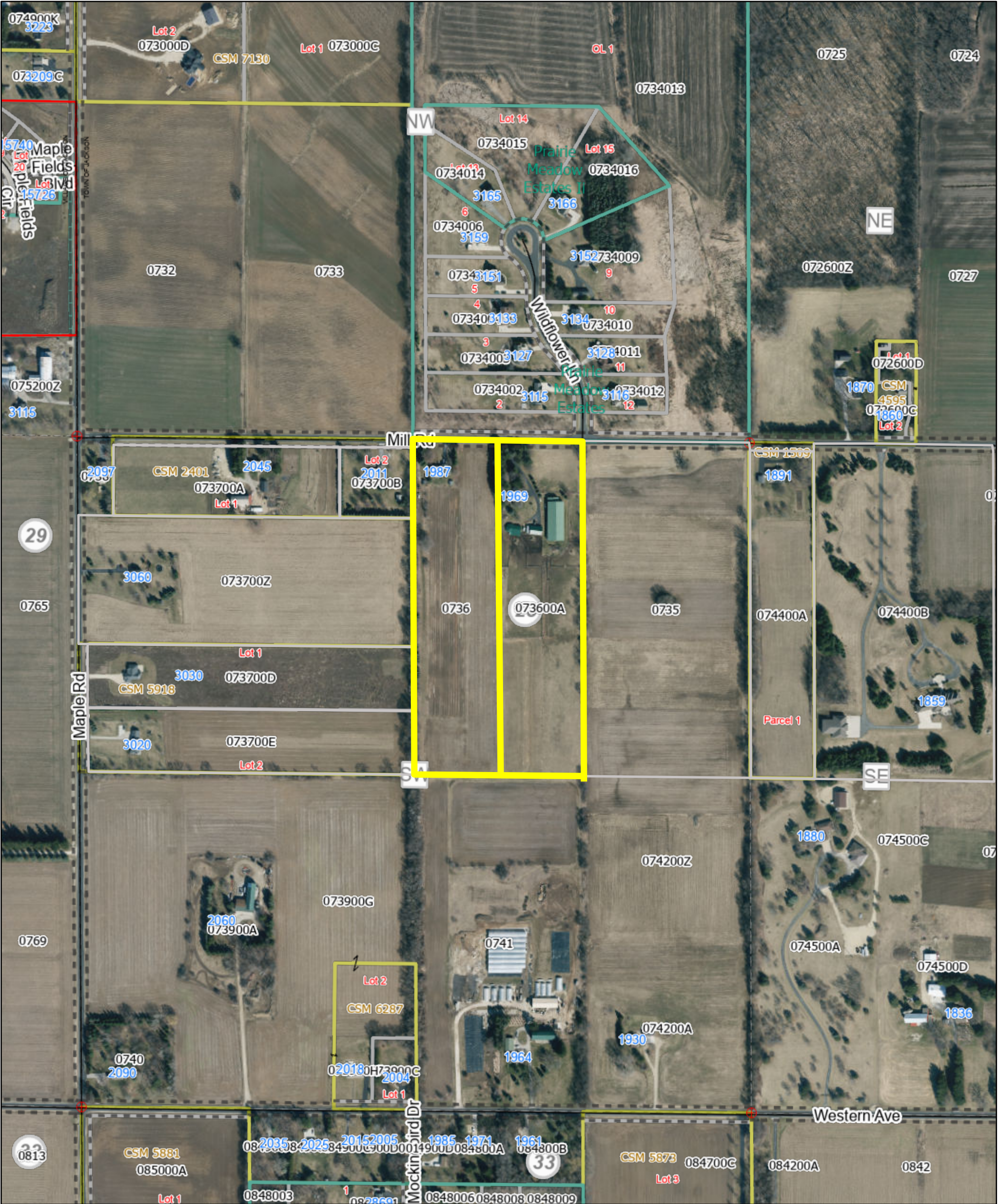
\$150.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	Received on account 100-00-45730-000-000	150.00
	PLANNING / ZONING FEES	
	CSM/SMITH	

TOTAL RECEIVED	150.00
----------------	--------

Receipt Memo: CSM/1969 MILL/1987 MILL/CK#7822

1969 & 1987 Mill Road



1/12/2026, 3:46:55 PM

- Address Point

□ Current Parcel

Parcel Taxkey & Acreage

— Leader Lines

Subdivision Name

Certified Survey Number

Lot Number

— Landhook

⊕ PLSS Monument

Local Road Labels

— Local Road

— Municipality

— Right-of-Way

Plat

— Certified Survey Map

Assessor Plat; Cemetery Plat; Subdivision

Lot

□ PLSS Quarter

□ PLSS Section

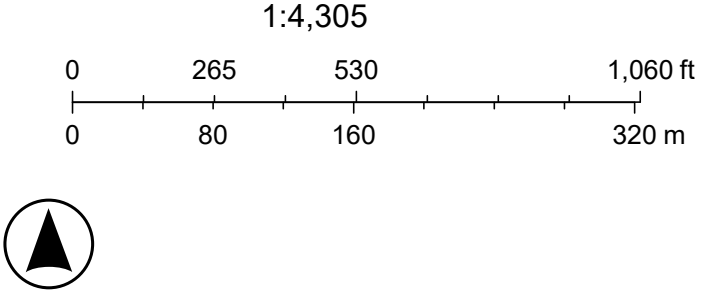
— PLSS Boundary

Ortho2024

Red: Red

Green: Green

Blue: Blue



Certified Survey Map # _____

That part of the Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 28, Township 10 North,
Range 20 East, Town of Jackson, Washington County, Wisconsin.

Surveyor:

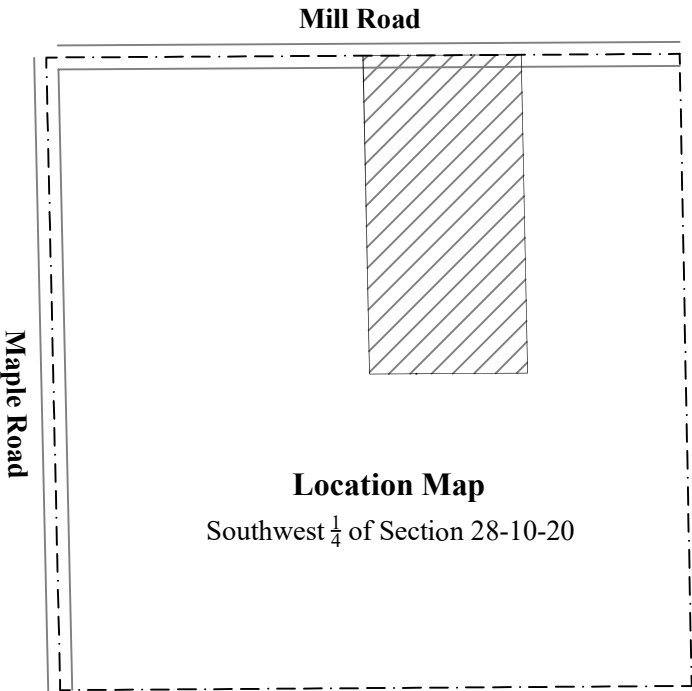
Richard Simon
Cornerstone Land Surveying, Inc.
5080 Fairy Chasm
West Bend, WI 53095
rls2698@gmail.com
(262) 424-5630

Owners:

Jeffrey C. Smith
Ruth A. Smith
1969 Mill Road
Jackson, WI 53037

Owners:

Chris E. Henke
1987 Mill Road
Jackson, WI 53037



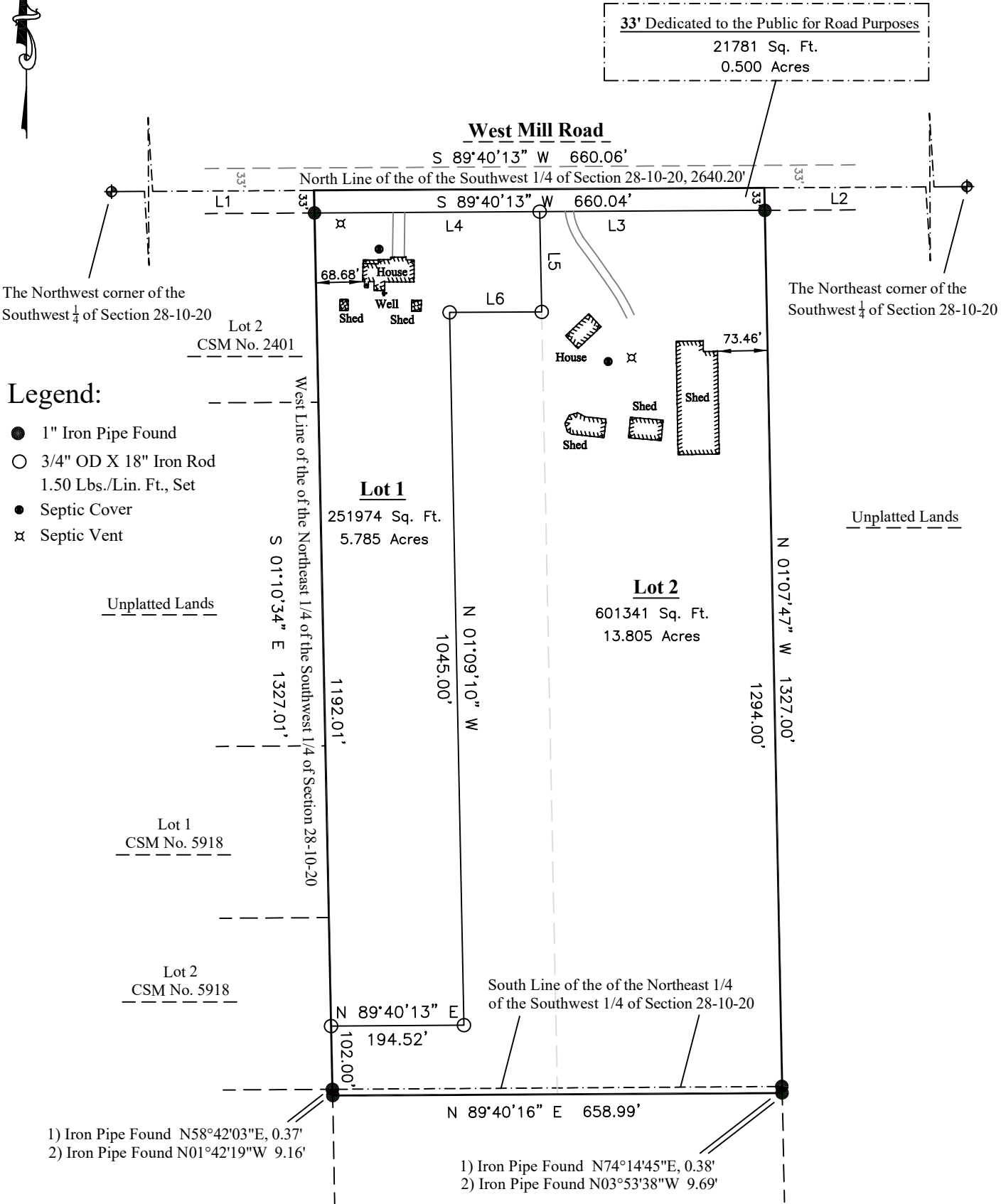
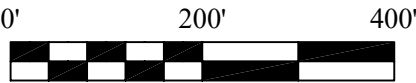
Notes:

- 1) In providing this boundary survey no attempt has been made to obtain or show data concerning the existence of any utility on the site, whether private, municipal, or public owned.
- 2) Bearings are referenced to the North Line of the Southwest $\frac{1}{4}$ of Section 28-10-20, bearing S89°40'13"W, State Plane Coordinate System, South Zone (NAD 83 / 2011)

Certified Survey Map # _____

That part of the Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 28, Township 10 North, Range 20 East, Town of Jackson, Washington County, Wisconsin.

Scale 1"= 200'



Legend:

- 1" Iron Pipe Found
- 3/4" OD X 18" Iron Rod
1.50 Lbs./Lin. Ft., Set
- Septic Cover
- ⌘ Septic Vent

Line Data

LINE	BEARING	DISTANCE
L1	N 89°40'13" E	1320.10'
L2	S 89°40'13" W	660.04'
L3	N 89°40'13" E	330.02'
L4	N 89°40'13" E	330.02'
L5	S 01°09'10" E	147.00'
L6	N 89°40'13" E	135.02'



Certified Survey Map # _____

That part of the Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 28, Township 10 North, Range 20 East, Town of Jackson, Washington County, Wisconsin.

Surveyor's Certificate

I, Richard L Simon, Professional Land Surveyor, hereby certify that I have Surveyed:

That part of the Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 28, Township 10 North, Range 20 East, Town of Jackson, Washington County, Wisconsin.

Described as follows:

That part of the Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 28, Township 10 North, Range 20 East, Town of Jackson, Washington County, Wisconsin, described as follows:

Commencing at the Northwest corner of said Southwest $\frac{1}{4}$; thence S89°40'13"W along the North line of said Southwest $\frac{1}{4}$, 660.04 feet to the point of beginning; thence continuing S89°40'13"W along said North line, 660.06 feet to a point on the West line of the Northeast $\frac{1}{4}$ of said Southwest $\frac{1}{4}$; thence S01°10'34"E along said West line, 1327.01 feet; thence N89°40'16"E, 658.99 feet; thence N01°07'47"W, 1327.00 feet to the point of beginning of this description.

Said description contains 875096 Sq. Ft or 20.089 Acres

That I have made such survey, division, and map by the direction of Chris E. Henke, Jeffrey C. Smith, and Ruth A. Smith , Owners.

That this map is a correct representation of all exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with provisions of s. 236.34 of the Wisconsin Statutes and the subdivision regulations of the Town of Jackson and the Village of Jackson, in surveying, dividing, dedicating, and mapping the same.

Dated this 9th day of January, 2026
Revised this 27th day of January, 2026

Richard L Simon, P.L.S. #2698
Cornerstone Land Surveying
5080 Fairy Chasm Road
West Bend, WI 53095
262-424-5630



Town of Jackson Parks and Plan Commission Approval

This Certified Survey Map, has been reviewed, and accepted by the Town of Jackson Plan Commission

Dave Klug, Parks & Plan Commission Chairman Dated

James Micech, Zoning Administrator Dated

Town of Jackson Town Board Approval

This Certified Survey Map is hereby approved and the dedication accepted by the Town of Jackson Town Board

Robert Hartwig, Town Chairman Dated

Bob Eichner, Town Clerk Dated

Certified Survey Map # _____

That part of the Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 28, Township 10 North, Range 20 East, Town of Jackson, Washington County, Wisconsin.

Owner's Certificate

We, Jeffrey C. Smith and Ruth A. Smith do hereby certify that we caused the land described in the foregoing affidavit of Richard L. Simon , Surveyor, to be surveyed, divided, dedicated, and mapped as represented on this Certified Survey Map.

WITNESS the hand and seal of said Signer, this _____ day of _____, _____

Jeffrey C. Smith

Ruth A. Smith

State of Wisconsin) SS
_____ County)

Personally came before me this _____ day of _____, _____, the above named

Jeffrey C. Smith and Ruth A. Smith to me, known to be the people who executed the foregoing instrument and acknowledge the same.

Notary Public

_____ County, State of Wisconsin

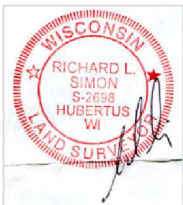
My commission expires: _____

Village of Jackson Extraterritorial Approval

This Certified Survey Map, has been reviewed, and accepted by the Village of Jackson.

Brian J. Heckendorf, Village President Dated

Jacqueline Schuh, Village Clerk Dated



Certified Survey Map # _____

That part of the Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 28, Township 10 North, Range 20 East, Town of Jackson, Washington County, Wisconsin.

Owner's Certificate

I, Chris E. Henke do hereby certify that we caused the land described in the foregoing affidavit of Richard L. Simon , Surveyor, to be surveyed, divided, dedicated, and mapped as represented on this Certified Survey Map.

WITNESS the hand and seal of said Signer, this _____ day of _____, _____

Chris E. Henke

State of Wisconsin) SS
_____ County)

Personally came before me this _____ day of _____, _____, the above named
Chris E. Henke to me, known to be the people who executed the foregoing instrument and acknowledge the same.

Notary Public

_____ County, State of Wisconsin

My commission expires: _____



STAFF MEMO

Village of Jackson Plan Commission

Meeting Date: February 19, 2026

Agenda Item: Item #4

To: Brian Heckendorf, Village President
Village of Jackson Plan Commission
Jen Heidtke, Village Administrator

From: Collin Johnson, Director of Inspections and Zoning

Subject: Conditional Use and Site Plan Review – W209 N17391 Industrial Drive – RAD Investments, LLC d/b/a UEMSI/HTV – Rick Dresang

Background and Analysis:

The owner of UEMSI/HTV is proposing to construct an 88' x 80' (7,040 square foot) storage building on their existing parcel. The wood post frame building will have a metal exterior with grey primary and accent colors and a faux brick wainscoting along the east and south dimensions for additional accents.

The building will be located at the southwest corner of the parcel and will have finished height of 29'8". A 20-foot separation between the new building and the existing building is provided along with a 15'0" rear setback and a 9.20' side yard(south) setback. There is a combined setback of over 30-feet from the abutting westerly building providing fire department access to both structures. A fire hydrant is also located near the southwest corner of the property as well as directly across the street on Industrial Drive.

The structure will be unheated and used primarily for the storage of aluminum tubing, poly tubing and various steel parts and components used in their day-to-day business operations, which are currently being stored outside. There are no additional parking requirements associated with the new building. One exterior lighting fixture located above the overhead garage door is being proposed. Photometrics are provided with the civil plans.

Comprehensive Plan and Zoning Impacts:

The property is designated as General Commercial under the current Comprehensive Plan and currently zoned Planned Unit Development (PUD). There are no anticipated current or future impacts to either the Comprehensive Plan or zoning designation.

Site Plan:

See attached location map and site plan

Additional Staff Comments:

Building Inspection and Zoning

Staff recommends approval of the Conditional Use request from RAD Investments, LLC, to construct a 7,040 square foot storage building as detailed in their submittal.

Village Engineer

This area of this building is 0.16 acres. The proposed building would be converting approximately 0.12 acres from pervious area (turf) to impervious area (roof). The difference between run-off using the Rational Method and a 10-year storm is 0.25 cfs.

Q10 existing = CIA = $0.34(3.4 \text{ in/hr})(0.12 \text{ ac}) = 0.14 \text{ CFS}$
Q10 proposed = CIA = $0.95(3.4 \text{ in/hr})(0.12 \text{ ac}) = 0.39 \text{ CFS}$

To put this in perspective, the Storm Sewer in Industrial Drive at the subject site is a 30" concrete pipe. Based on road elevations, the pipe is probably at 1.00% pitch. The capacity of a 30" concrete pipe flowing full is 44.0 CFS. I do not see the increase of flow by 0.25 cfs creating noticeable adverse conditions.

Review Procedures:

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

Notice Requirements:

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

Potential Action:

Motion to recommend the Village Board approve the conditional use and site plan for RAD Investments, LLC to construct a 7,040 square foot storage building.

Attachments:

1. Staff Memo
2. Plan Commission Application
3. Location Map
4. Civil and Site Plans
5. Building Elevations and Lighting Features

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: W209 N17391 Industrial Drive Unit: _____ Jackson, WI

Parcel #: 009000L Lot Size: 76,261 sq. ft. Building Area: 7,040 sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☒ PUD ☐ Other _____ Floodplain: Y / N

APPLICANT INFORMATION

Name(s): RAD Investments, LLC (Rick Dresang) Co applicant (Kevin Witt) UEMSI/HTV

Mailing Address: P.O. Box 425 Jackson State WI Zip 53037

[Redacted] Fax: (____) _____

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): RAD Investments, LLC

Address: P.O. Box 425 Jackson State WI Zip 53037

Office: (____) [Redacted] Fax: (____) _____

Email: [Redacted]

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: Cleary Building Corp.

Primary Contact: David Proksch

Address: 4476 Hwy 60 Slinger State WI Zip 53086

Office: [Redacted] Fax: (____) _____

Email: [Redacted]

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: Construction of a 7,040 SF building to store materials and equipment that is currently being stored outdoors. The adjacent pavement will be modified to accommodate the building.

Provide a brief overview of proposed use(s) of entire property and/or lease space: Cold storage - Raw Aluminum Tubing, Poly Tubing & poly ends, Raw Steel Parts

Hours of Operation: 8 a.m. to 4 p.m.

Provide a brief overview of proposed daily on-site operations: Storage of excess components - limited access

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.: None.

Describe all businesses, properties and other entities located adjacent to the proposed use: Properties to the north, west and south are PUD (Industrial). The properties to the east are zoned manufacturing (M-1)

Describe any proposed, development, on-site improvements, or other construction/remodeling activities: Construction of a new 7,040 SF building for storage, parking lot improvements and drainage improvements.

Describe any proposed grading, and/or stormwater management plan: Grading to divert runoff to the right-of-way instead of neighbor to the south. Stormwater handled by regional detention pond.

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: Replacement of existing planting impacted by grading operations.

Describe any proposed on-site security measures including site lighting: Lighting to be installed over all doors of the new building.

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): Fire Extinguishers

Describe the projected traffic circulation and impacts: _____
Traffic will continue to use the existing access from Industrial Drive. _____

List all setbacks from rights-of-way and property lines and height limitations: _____
15' from rear property line, 9.2' from south property line, 20' from existing building, 240.5' from street. _____

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: None _____

If construction is proposed, describe proposed exterior building materials (type, color, etc.): _____
Steel siding (painted gray), metal overhead and entry doors, polycarbonate eavelite on south side
Novabrik wainscot on west and south walls. See exhibit from Cleary for more information. _____

Describe any site-specific features/constraints, etc.: _____
South setback is constrained due to 20' separation between building for fire protection. _____

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____
Existing parking stall count is sufficient with current and future number of employees. _____

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): None. _____

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____
Trash enclosure to be relocated to east side of new building. _____

Projected Sewer/Wastewater Usage: unchanged gal/year
Projected Water Usage: unchanged 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):

RICK DRESANIG

Applicant Signature:

[Signature]

Co-Applicant Name (Print):

Kevin Witt

CO-Applicant Signature:

[Signature]

Date of Application:

1-27-2026

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: 1/22/26
Amount: \$ 175.00
Payment Type: CH / CC / CASH
Check/Rcpt. #: 020957
Received By: [Signature]

VILLAGE OF JACKSON

N168W19851 MAIN ST

JACKSON, WI 53037

Receipt Nbr: 308112**Date:** 1/27/2026**Check****RECEIVED
FROM**

UEMSI/HTV

\$175.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	Received on account 100-00-45730-000-000	175.00
	PLANNING / ZONING FEES	
	PC REVIEW FOR STORAGE BLDG	

TOTAL RECEIVED	175.00
----------------	--------

Receipt Memo: PLAN COMM COM USE/CK#020957

[Return to search results](#)

[Property Summary](#)

Owner (s): RAD INVESTMENTS LLC		Location: NW-NE,Sect. 18, T10N,R20E SW-NE,Sect. 18, T10N,R20E	
Mailing Address: RAD INVESTMENTS LLC PO BOX 425 JACKSON, WI 53037		School District: 6307 - WEST BEND SCHOOL	
Request Mailing Address Change			
Tax Parcel ID Number: 009000L	Tax District: V3-VILLAGE OF JACKSON	Status: Active	
Alternate Tax Parcel Number:	Government Owned:	Acres: 1.7500	
Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.): PT OF W1/2 NE CSM 5369 LOT 1 DOC 1455897+1486293+1486294			
Site Address (es): (Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.) W209N17391 INDUSTRIAL DR JACKSON, WI 53037			

[Printer Friendly Page](#)

[View Interactive Map](#)

Taxes

Assessments

Attachments

Districts

Documents

Description	Doc. #	Vol./Pg.	Recorded	Document Date	Geom.	Exception	MFL Order	Imaging
WARRANTY DEED	1486294	NA	12/12/2019	11/23/2019	No	No		Purchase
WARRANTY DEED	1486293	NA	12/12/2019	11/23/2019	No	No		Purchase
WARRANTY DEED	1455897	NA	07/20/2018	07/20/2018	No	No		Purchase
WARRANTY DEED	1404918	NA	05/16/2016	05/12/2016	No	No		Purchase
MEMORANDUM	1232671	NA	09/15/2009	09/01/2009	No	No		Purchase
WARRANTY DEED	1232670	NA	09/15/2009	09/01/2009	No	No		Purchase
EASEMENT	1080504	NA	03/10/2005	03/02/2005	No	No		Purchase
WARRANTY DEED	893471	NA	07/16/2001	06/29/2001	No	No		Purchase
WARRANTY DEED	859253	NA	06/23/2000	06/07/2000	No	No		Purchase
QUIT CLAIM DEED	857323	NA	06/01/2000	05/26/2000	No	No		Purchase
QUIT CLAIM DEED	801940	NA	11/13/1998	11/06/1998	No	No		Purchase
ANNEXATION	701213	1538/230	10/04/1995	09/28/1995	No	No		Purchase
WARRANTY DEED	333461	522/534	07/10/1972	07/10/1972	No	No		Purchase

You may purchase copies of the documents listed above online.

NOTE: There may be other documents related to this parcel that are not shown here. For more information regarding document history, please contact the Register of Deeds office at (262) 335-4318.

Notes

Survey History



PARISH SURVEY & ENGINEERING

January 27, 2026

Development Department

Village of Jackson

W194 N16660 Eagle Drive

Jackson, WI 53037

RE: UEMSI/HTV

W209N17391 Industrial Drive

Introduction:

This project is located at the existing business in the industrial park on Industrial Drive. The proposed development will be a single building and modification of the adjacent pavement. Included with this project narrative you will find plans and exhibits regarding the proposed development.

Existing Site:

The existing site is approximately 1.75 acres and is currently developed with a single 18,500 sq. ft. building and parking lot with 32 stalls. The existing access to Industrial Drive will not be modified with this project.

Plan of Operation:

This project will not modify the existing operations of the facility or affect the number of employees. The current hours of operation are Monday – Friday, 7:00 am – 4:00 pm.

Proposed Building / Site:

The total proposed building is approximately 80'x88' (7,040 sq. ft.). The building will be primarily used for storing materials that are currently stored outside. No production is proposed within this building. The only utility to service the building will be electric for lighting, which will be served from the existing building. The site design will not affect the number of stalls on site.

The building will be finished with coated steel siding, Novabrik wainscot on the south and west sides, and solar polycarbonate eavelite on the south side for natural light.

No HVAC units are proposed to be constructed for this building.

Lighting will be provided on the east side of the building to illuminate the immediate area around the overhead door and entry door.

Please refer to the attached landscape plan for site plantings.

This project is not proposed to have an increase in traffic to and from the site.

If you have any questions or concerns regarding this proposed development, please feel free to contact us.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Jacob Rosbeck". The signature is fluid and cursive, with a long, sweeping underline that extends to the left.

Jacob Rosbeck, P.E.
Project Manager

W209 N17391 Industrial Drive



1/27/2026, 3:57:11 PM

CurrentTaxKey

Address Point

Current Parcel

Parcel Taxkey & Acreage

Leader Lines

Certified Survey Number

Lot Number

Landhook

Local Road Labels

Local Road

Municipality

Right-of-Way

Plat

Certified Survey Map

Lot

PLSS Quarter

PLSS Section

PLSS Boundary

Ortho2024

Red: Red

Green: Green

Blue: Blue

1:1,200

0 75 150 300 ft

0 20 40 80 m

Page 128 of 173



P.O Box 930220
Verona, WI 53593-0220
Phone: (608) 845-9700
Fax: (608) 845-7070

1/28/2026
UEMSI/HTV CORP, RICK DRESANG OR KEVIN WITT
Doc ID: 6766320260128104529

Elevations & Floor Plan

Client Information

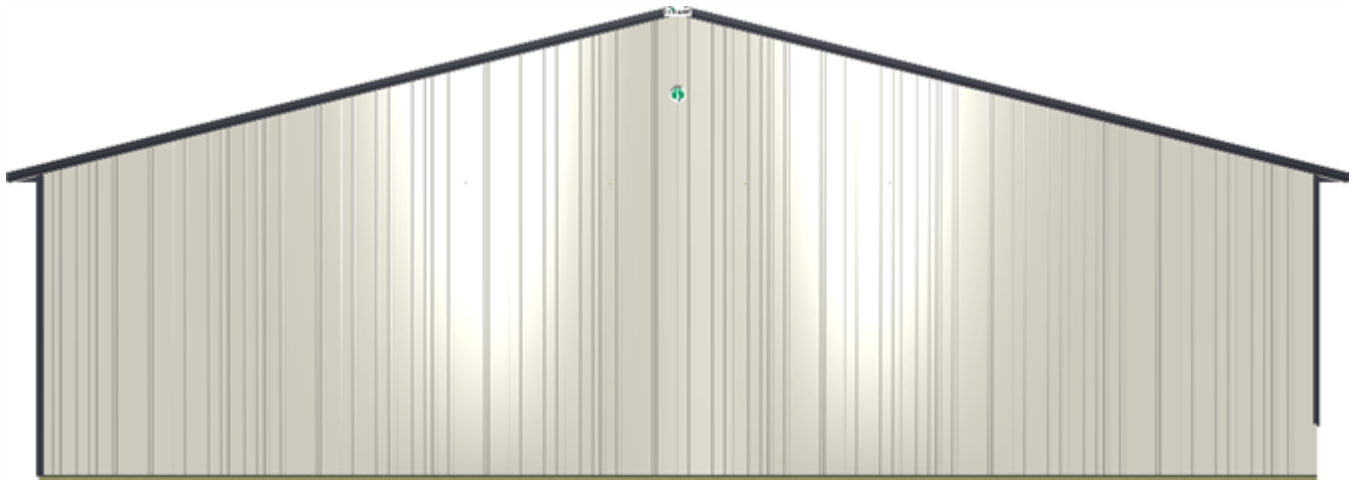
Building Specification For:

UEMSI/HTV CORP, RICK DRESANG OR KEVIN WITT
W209 N17391 INDUSTRIAL DRIVE
JACKSON, WISCONSIN 53037
Cell Phone:
Work Phone:
Email:

Building Site Location:

Location: N/A
Tenant: N/A
W209 N17391 INDUSTRIAL DRIVE
JACKSON, WISCONSIN 53037
County: WASHINGTON

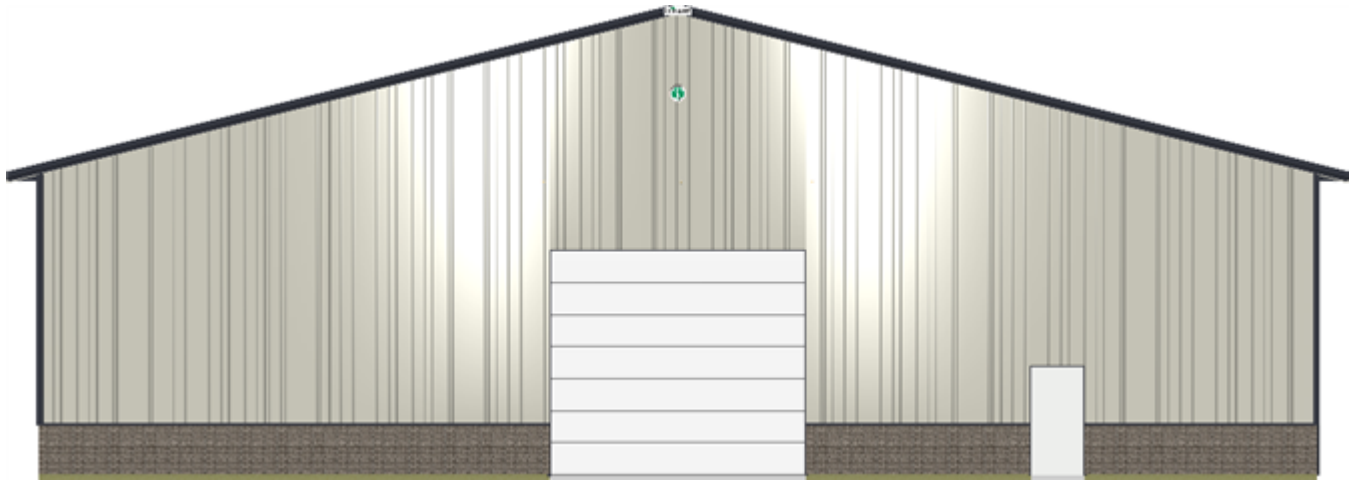
Elevations for Building 1



West End Wall 1 on Building 1

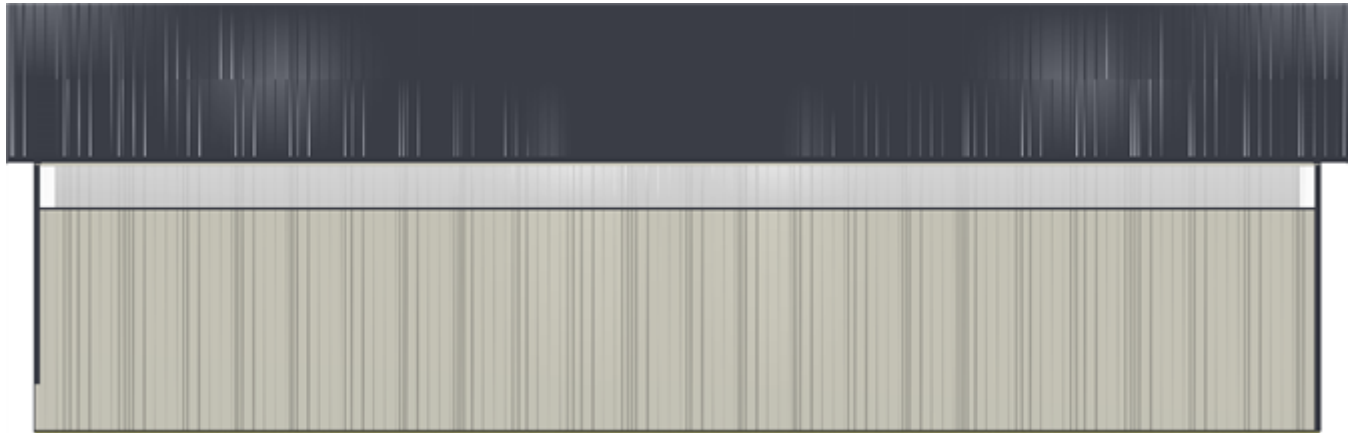
Note: These colors are as close to the actual colors as permitted by printing. Actual metal samples must be reviewed with your Sales Specialist. Colors vary depending upon position and angles.

Elevations & Floor Plan



East End Wall 2 on Building 1

Note: These colors are as close to the actual colors as permitted by printing. Actual metal samples must be reviewed with your Sales Specialist. Colors vary depending upon position and angles.



North Side Wall 1 on Building 1

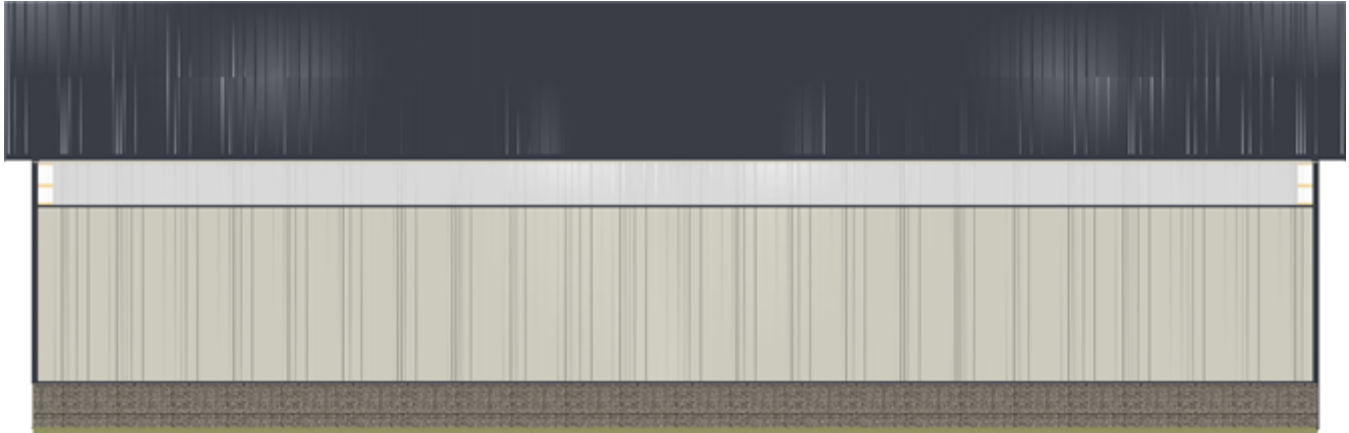
Note: These colors are as close to the actual colors as permitted by printing. Actual metal samples must be reviewed with your Sales Specialist. Colors vary depending upon position and angles.



P.O Box 930220
Verona, WI 53593-0220
Phone: (608) 845-9700
Fax: (608) 845-7070

1/28/2026
UEMSI/HTV CORP, RICK DRESANG OR KEVIN WITT
Doc ID: 6766320260128104529

Elevations & Floor Plan



South Side Wall 2 on Building 1

Note: These colors are as close to the actual colors as permitted by printing. Actual metal samples must be reviewed with your Sales Specialist. Colors vary depending upon position and angles.

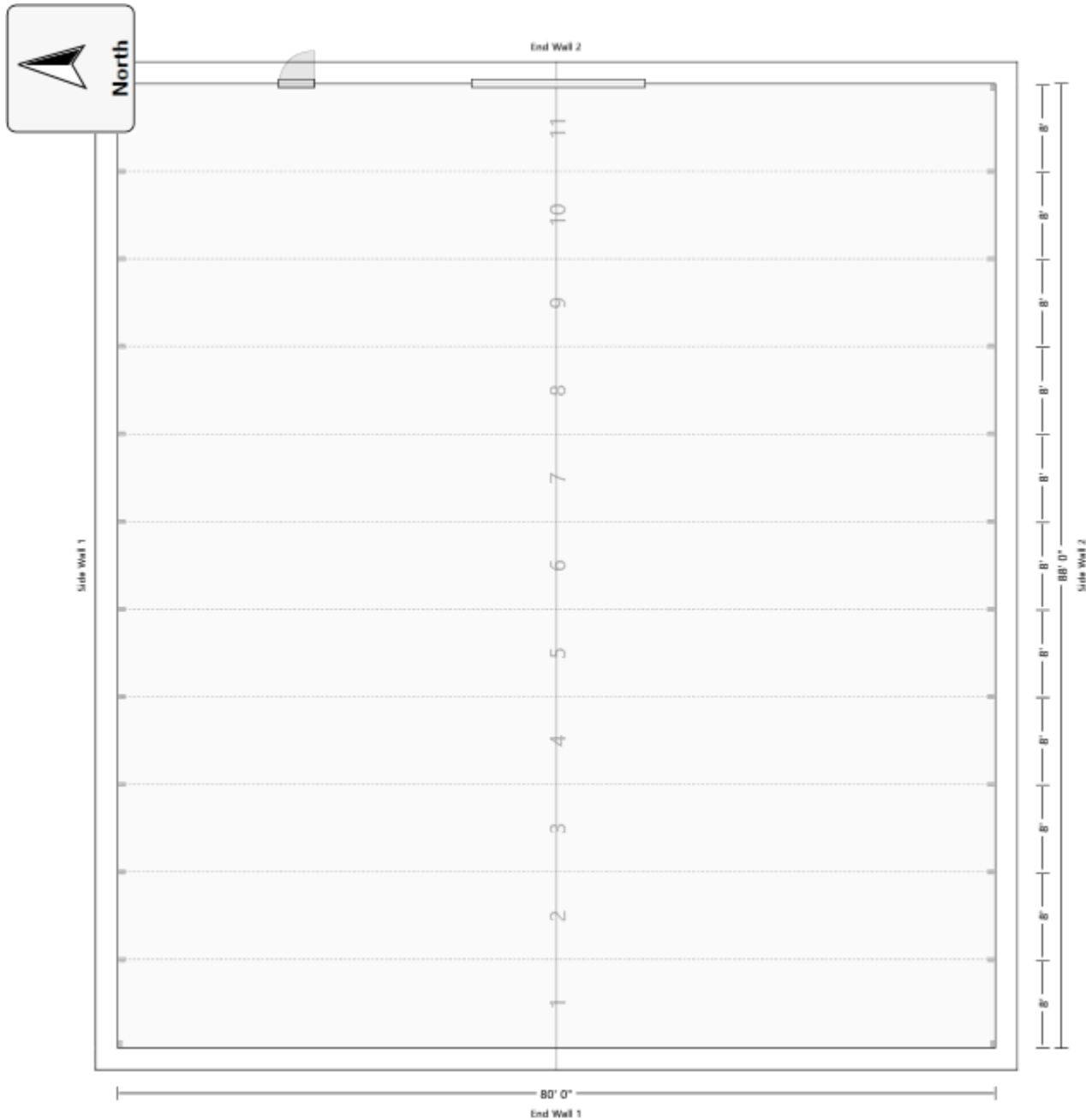


P.O Box 930220
Verona, WI 53593-0220
Phone: (608) 845-9700
Fax: (608) 845-7070

1/28/2026
UEMSI/HTV CORP, RICK DRESANG OR KEVIN WITT
Doc ID: 6766320260128104529

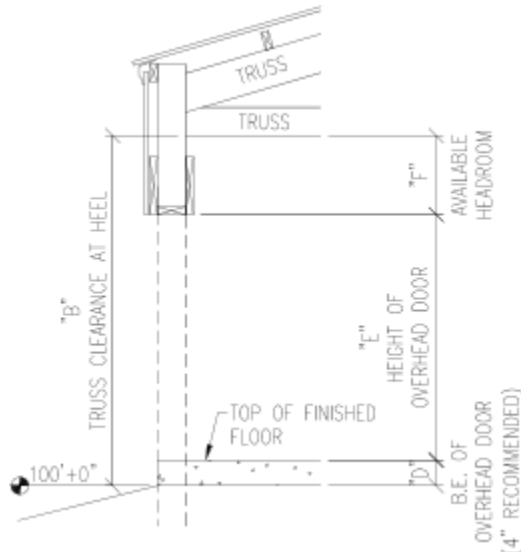
Elevations & Floor Plan

Floor Plan



Elevations & Floor Plan

Overhead Frameout & Headroom



"D" = Bottom elevation (B.E.) of overhead door: **0' 4"**

The bottom of all overhead doors (top of finished floor) are recommended to be placed at 4" above the 100'-0" mark (100'-4"). In building without paved floors, B.E. of doors may be lower - e.g. 100'-0".

"E" = Height of overhead door: **14' 0"**

Overhead door height = the height of the overhead door being placed in this building.

"F" = Available headroom: **3' 7"**

Available headroom = the space available for overhead door tracks and openers. If a ceiling is installed, headroom will be reduced by about 1". Door headroom requirements must be confirmed with the door supplier.

Headroom calculation formula:

$$("B") - ("D") - ("E") = ("F")$$

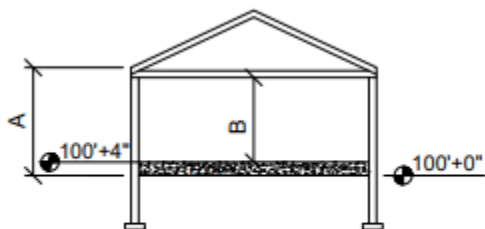
$$(\text{Truss Clearance}) - (\text{B.E. of overhead door}) - (\text{Overhead door height}) = (\text{Available headroom})$$

Example:

$$(10'-0") - (4") - (8'-0") = (1'-8" \text{ of available headroom})$$

Interior Clearances and Exterior Heights

Building 1



Standard Lower Chord Truss (SLC)

Interior Clearances:

"B"=Clearance from finished floor to bottom of truss: **17' 8"**

(Clearance is reduced by the thickness of any ceiling and the thickness of any floor covering)

Exterior Heights:

"A" = Actual Eave Height: **19' 8"**

Roof Peak Height: **29' 8"**

Roof Pitch: **3/12**

Top of concrete floor must be at 100'+4" for this foundation type. If thicker concrete floor is desired, the extra thickness will be below the 100'+0" mark.

DESCRIPTION

The patented Lumark Crosstour™ MAXX LED wall pack series of luminaires provides low-profile architectural style with super bright, energy-efficient LEDs. The rugged die-cast aluminum construction, back box with secure lock hinges, stainless steel hardware along with a sealed and gasketed optical compartment make Crosstour impervious to contaminants. The Crosstour MAXX wall luminaire is ideal for wall/surface, inverted mount for facade/canopy illumination, perimeter and site lighting. Typical applications include pedestrian walkways, building entrances, multi-use facilities, industrial facilities, perimeter parking areas, storage facilities, institutions, schools and loading docks.

SPECIFICATION FEATURES

Construction

Low-profile LED design with rugged one-piece, die-cast aluminum back box and hinged removable door. Matching housing styles incorporate both a full cutoff and refractive lens design. Full cutoff and refractive lens models are available in 58W, 81W and 102W. Patent pending secure lock hinge feature allows for safe and easy tool-less electrical connections with the supplied push-in connectors. Back box includes four 1/2" NPT threaded conduit entry points. The back box is secured by four lag bolts (supplied by others). External fin design extracts heat from the fixture surface. One-piece silicone gasket seals door and back box. Not recommended for car wash applications.

Optical

Silicone sealed optical LED chamber incorporates a custom engineered reflector providing high-efficiency illumination. Full cutoff models integrate an impact-resistant molded refractive prism optical lens assembly meeting requirements for Dark Sky compliance. Refractive lens models incorporate a molded lens

assembly designed for maximum forward throw. Solid state LED Crosstour MAXX luminaires are thermally optimized with eight lumen packages in cool 5000K, neutral 4000K, or warm 3000K LED color temperature (CCT).

Electrical

LED driver is mounted to the die-cast aluminum housing for optimal heat sinking. LED thermal management system incorporates both conduction and natural convection to transfer heat rapidly away from the LED source. 58W, 81W and 102W models operate in -40°C to 40°C [-40°F to 104°F]. High ambient 50°C [122°F] models available in 58W and 81W models only. Crosstour MAXX luminaires maintain greater than 89% of initial light output after 72,000 hours of operation. Four half-inch NPT threaded conduit entry points allow for thru-branch wiring. Back box is an authorized electrical wiring compartment. Integral LED electronic driver incorporates surge protection. 120-277V 50/60Hz, 480V 60Hz, or 347V 60Hz electrical operation. 480V is compatible for use with 480V Wye systems only.

Emergency Egress

Optional integral cold weather battery emergency egress includes emergency operation test switch (available in 58W and 81W models only), an AC-ON indicator light and a premium extended rated sealed maintenance-free nickel-metal hydride battery pack. The separate emergency lighting LEDs are wired to provide redundant emergency lighting. Listed to UL Standard 924, Emergency Lighting.

Finish

Crosstour MAXX is protected with a super TGIC carbon bronze or summit white polyester powder coat paint. Super TGIC powder coat paint finishes withstand extreme climate conditions while providing optimal color and gloss retention of the installed life. Options to meet Buy American and other domestic preference requirements.

Warranty

Five-year warranty.



XTOR CROSSTOUR MAXX LED

APPLICATIONS:
WALL / SURFACE
INVERTED
SITE LIGHTING



CERTIFICATION DATA

UL/cUL Wet Location Listed
Dark Sky Approved (Fixed mount, Full cutoff, and 3000K CCT only)
DesignLights Consortium® Qualified*
LM79 / LM80 Compliant
ROHS Compliant
NOM Compliant Models
3G Vibration Tested
UL924 Listed (CBP Models)
IP66 Rated

TECHNICAL DATA

40°C Ambient Temperature
External Supply Wiring 90°C Minimum

EPA

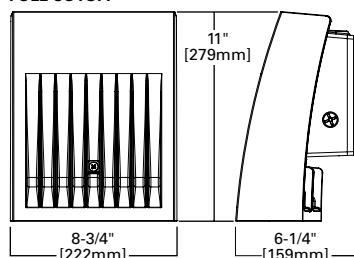
Effective Projected Area (Sq. Ft.):
XTOR6B, XTOR8B, XTOR12B=0.54

SHIPPING DATA:

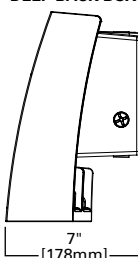
Approximate Net Weight:
12-15 lbs. [5.4-6.8 kgs.]

DIMENSIONS

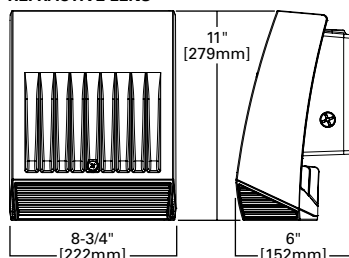
FULL CUTOFF



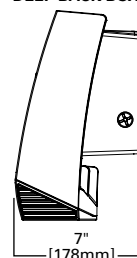
DEEP BACK BOX



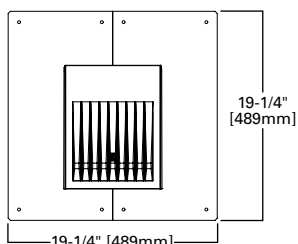
REFRACTIVE LENS



DEEP BACK BOX



ESCUTCHEON PLATES

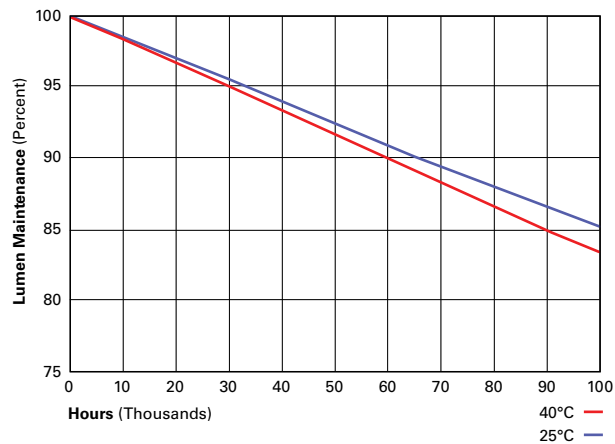


POWER AND LUMENS BY FIXTURE MODEL

58W Series						
LED Information	XTOR6B	XTOR6BRL	XTOR6B-W	XTOR6BRL-W	XTOR6B-Y	XTOR6BRL-Y
Delivered Lumens	6,129	6,225	6,038	6,133	5,611	5,826
B.U.G. Rating	B1-U0-G1	B2-U4-G3	B1-U0-G1	B2-U4-G3	B1-U0-G1	B2-U4-G3
CCT (Kelvin)	5000K	5000K	4000K	4000K	3000K	3000K
CRI (Color Rendering Index)	70	70	70	70	70	70
Power Consumption (Watts)	58W	58W	58W	58W	58W	58W
81W Series						
LED Information	XTOR8B	XTOR8BRL	XTOR8B-W	XTOR8BRL-W	XTOR8B-Y	XTOR8BRL-Y
Delivered Lumens	8,502	8,635	8,373	8,504	7,748	8,079
B.U.G. Rating	B2-U0-G1	B2-U4-G3	B2-U0-G1	B2-U4-G3	B2-U0-G1	B2-U4-G3
CCT (Kelvin)	5000K	5000K	4000K	4000K	3000K	3000K
CRI (Color Rendering Index)	70	70	70	70	70	70
Power Consumption (Watts)	81W	81W	81W	81W	81W	81W
102W Series						
LED Information	XTOR12B	XTOR12BRL	XTOR12B-W	XTOR12BRL-W	XTOR12B-Y	XTOR12BRL-Y
Delivered Lumens	12,728	13,458	12,539	13,258	11,861	12,595
B.U.G. Rating	B2-U0-G1	B2-U4-G3	B2-U0-G1	B2-U4-G3	B2-U0-G1	B2-U4-G3
CCT (Kelvin)	5000K	5000K	4000K	4000K	3000K	3000K
CRI (Color Rendering Index)	70	70	70	70	70	70
Power Consumption (Watts)	102W	102W	102W	102W	102W	102W
EGRESS Information			XTOR6B and XTOR8B Full Cutoff CBP Egress LED		XTOR6B and XTOR8B Refractive Lens CBP Egress LED	
Delivered Lumens			509		468	
B.U.G. Rating			N.A.		N.A.	
CCT (Kelvin)			4000K		4000K	
CRI (Color Rendering Index)			65		65	
Power Consumption (Watts)			1.8W		1.8W	

LUMEN MAINTENANCE

Ambient Temperature	TM-21 Lumen Maintenance (72,000 Hours)	Theoretical L70 (Hours)
XTOR6B Model		
25°C	> 90%	246,000
40°C	> 88%	217,000
50°C	> 88%	201,000
XTOR8B Model		
25°C	> 89%	219,000
40°C	> 87%	195,000
50°C	> 86%	181,000
XTOR12B Model		
25°C	> 89%	222,000
40°C	> 87%	198,000



CURRENT DRAW

Voltage	Model Series				
	XTOR6B	XTOR8B	XTOR12B	XTOR6B-CBP (Fixture/Battery)	XTOR8B-CBP (Fixture/Battery)
120V	0.51	0.71	0.94	0.60/0.25	0.92/0.25
208V	0.25	0.39	0.52	--	--
240V	0.25	0.35	0.45	--	--
277V	0.22	0.31	0.39	0.36/0.21	0.50/0.21
347V	0.19	0.25	0.33		--
480V	0.14	0.19	0.24		--

ORDERING INFORMATION

Sample Number: XTOR6B-W-WT-PC1

Domestic Preferences ¹⁷	Series ¹	LED Kelvin Color	Housing Color	Options (Add as Suffix)
[Blank]=Standard BAA=Buy American Act TAA=Trade Agreements Act	Full Cutoff XTOR6B=58W XTOR8B=81W XTOR12B=102W Refractive Lens XTOR6BRL=58W XTOR8BRL=81W XTOR12BRL=102W	[Blank]=Bright White (Standard) 5000K W=Neutral, 4000K Y=Warm, 3000K	[Blank]=Carbon Bronze (Standard) WT=Summit White BK=Black BZ=Bronze AP=Grey GM=Graphite Metallic DP=Dark Platinum	347V=347V ^{2, 3, 4, 5} 480V=480V ^{2, 3, 4, 5, 6} PC1=Photocontrol 120V ⁷ PC2=Photocontrol 208-277V ^{7, 8} MS-L20=Motion Sensor for ON/OFF Operation ^{2, 3, 9, 10} MS/DIM-L20=Motion Sensor for Dimming Operation ^{2, 3, 9, 10, 11, 12, 13} CBP=Cold Weather Battery Pack ^{2, 3, 14, 15, 16} HA=50°C High Ambient ¹⁶
Accessories (Order Separately) ¹⁸				
WG-XTORMX=Crosstour MAXX Wire Guard PB120V=Field Installed 120V Photocontrol PB277V BUTTON PC=Field Installed 208-277V Photocontrol ⁸			EWP/XTORMX=Escutcheon Wall Plate, Carbon Bronze EWP/XTORMX-WT=Escutcheon Wall Plate, Summit White FSIR-100=Wireless Configuration Tool for Occupancy Sensor ¹³	

NOTES:

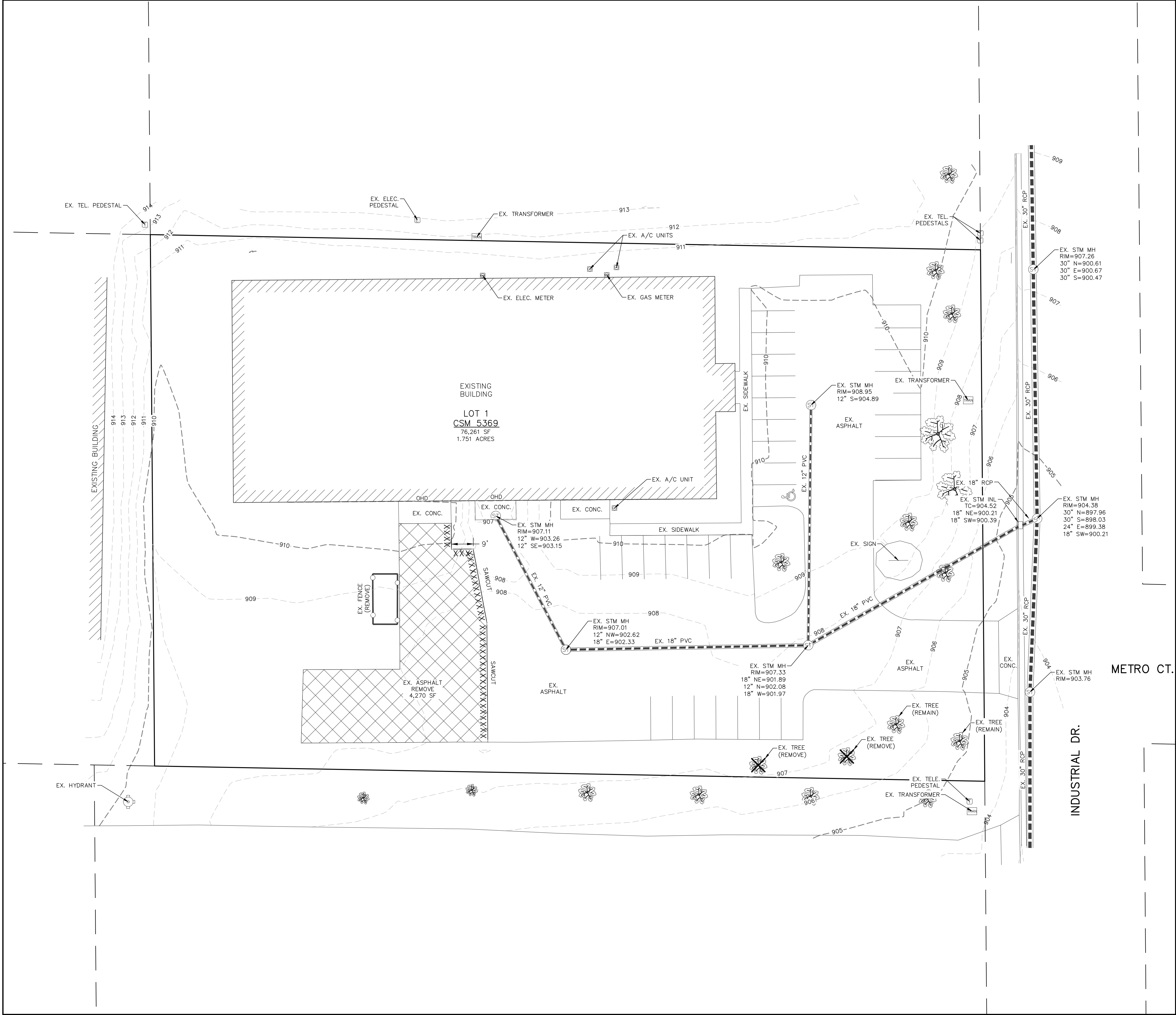
- DesignLights Consortium® Qualified and classified for both DLC Standard and DLC Premium, refer to www.designlights.org for details.
- Not available with HA option.
- Deep back box is standard for 347V, 480V, CBP, MS-L20 and MS/DIM-L20.
- Not available with CBP option.
- Thru-branch wiring not available with HA option or with 347V.
- Only for use with 480V Wye systems. Per NEC, not for use with ungrounded systems, impedance grounded systems or corner grounded systems (commonly known as Three Phase Three Wire Delta, Three Phase High Leg Delta and Three Phase Corner Grounded Delta systems).
- Not available with MS-L20 and MS/DIM-L20 options.
- Use PC2 with 347V or 480V option for photocontrol. Factory wired to 208-277V lead.
- For use in downlight orientation only. Optimal coverage at mounting heights of 9'-20'.
- 120V thru 277V only.
- Factory set to 50% power reduction after 15-minutes of inactivity. Dimming driver included.
- Includes integral photo sensor.
- The FSIR-100 configuration tool is required to adjust parameters including high and low modes, sensitivity, time delay, cutoff, and more. Consult your lighting representative at Cooper Lighting Solutions for more information.
- 120V or 277V operation only.
- Operating temperatures -20°C to 25°C.
- Not available in XTOR12B or XTOR12BRL models.
- Only product configurations with these designated prefixes are built to be compliant with the Buy American Act of 1933 (BAA) or Trade Agreements Act of 1979 (TAA), respectively. Please refer to [DOMESTIC PREFERENCES](#) website for more information. Components shipped separately may be separately analyzed under domestic preference requirements.
- Accessories sold separately will be separately analyzed under domestic preference requirements. Consult factory for further information.

STOCK ORDERING INFORMATION

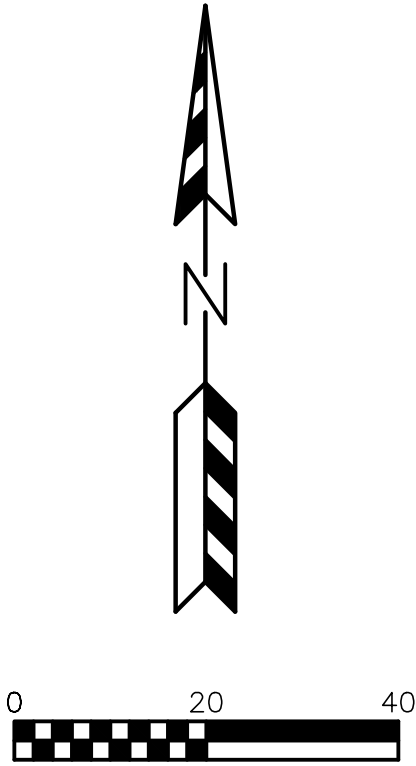
Domestic Preferences ¹	58W Series	81W Series	102W Series
[Blank]=Standard	Full Cutoff		
BAA=Buy American Act	XTOR6B=58W, 5000K, Carbon Bronze	XTOR8B=81W, 5000K, Carbon Bronze	XTOR12B=102W, 5000K, Carbon Bronze
TAA=Trade Agreements Act	XTOR6B-PC1=58W, 5000K, 120V PC, Carbon Bronze	XTOR8B-PC1=81W, 5000K, 120V PC, Carbon Bronze	
	XTOR6B-WT= 58W, 5000K, Summit White	XTOR8B-WT=81W, 5000K, Summit White	
	XTOR6B-W=58W, 4000K, Carbon Bronze	XTOR8B-PC2=81W, 5000K, 208-277V PC, Carbon Bronze	
	XTOR6B-PC2= 58W, 5000K, 208-277V PC, Carbon Bronze	XTOR8B-347V=81W, 5000K, Carbon Bronze, 347V	
	Refractive Lens		
	XTOR6BRL=58W, 5000K, Refractive Lens, Carbon Bronze	XTOR8BRL=81W, 5000K, Refractive Lens, Carbon Bronze	XTOR12BRL=102W, 5000K, Refractive Lens, Carbon Bronze
	XTOR6BRL-PC1=58W, 5000K, Refractive Lens, 120V PC, Carbon Bronze	XTOR8BRL-PC1=81W, 5000K, Refractive Lens, 120V PC, Carbon Bronze	XTOR12BRL-W=102W, 4000K, Refractive Lens, Carbon Bronze
	XTOR6BRL-WT=58W, 5000K, Refractive Lens, Summit White	XTOR8BRL-WT=81W, 5000K, Refractive Lens, Summit White	XTOR12BRL-347V=102W, 5000K, Refractive Lens, Carbon Bronze, 347V
	XTOR6BRL-W=58W, 4000K, Refractive Lens, Carbon Bronze	XTOR8BRL-PC2=81W, 5000K, Refractive Lens, 208-277V PC, Carbon Bronze	
	XTOR6BRL-PC2=58W, 5000K, Refractive Lens, 208-277V PC, Carbon Bronze	XTOR8BRL-W=81W, 4000K, Refractive Lens, Carbon Bronze	
	XTOR6BRL-347V=58W, 5000K, Refractive Lens, Carbon Bronze, 347V	XTOR8BRL-347V = 81W, 5000K, Refractive Lens, Carbon Bronze, 347V	

NOTES:

- Only product configurations with these designated prefixes are built to be compliant with the Buy American Act of 1933 (BAA) or Trade Agreements Act of 1979 (TAA), respectively. Please refer to [DOMESTIC PREFERENCES](#) website for more information. Components shipped separately may be separately analyzed under domestic preference requirements.



CIVIL SHEET INDEX:	
SHEET	SHEET TITLE
C1.01	EXISTING CONDITIONS PLAN
C1.02	PROPOSED SITE PLAN
C1.03	GRADING & EROSION CONTROL PLAN
C1.04	LANDSCAPE PLAN
C1.05	LIGHTING PLAN
C2.01	CONSTRUCTION NOTES
C2.02	SITE DETAILS



LEGEND:	
	-896- - - - - EXISTING MINOR CONTOUR.
	-895- - - - - EXISTING MAJOR CONTOUR.
	-OHEL- - - - - OVERHEAD ELECTRIC LINE.
	-BuEl- - - - - BURIED ELECTRIC LINE.
	-BuTel- - - - - BURIED TELEPHONE LINE.
	-FO- - - - - FIBER OPTIC LINE.
	-GAS- - - - - GAS LINE.
	-SAN- - - - - SANITARY SEWER MAIN OR LATERAL.
	-WAT- - - - - WATER MAIN OR SERVICE.
	- - - - - STORM SEWER LINE.
	- ELECTRIC METER.
	- GAS METER.
	- GAS VALVE.
	- FIRE HYDRANT.
	- POWER POLE.
	- SANITARY SEWER MANHOLE.
	- STORM SEWER MANHOLE.
	- STORM SEWER INLET.
	- TELEPHONE PEDESTAL.
	- TRANSFORMER.
	- WATER VALVE.

REVISIONS:	
NO.	DATE DESCRIPTION

PSE

PARISH SURVEY & ENGINEERING
122 Wisconsin Street, West Bend, WI 53095
262.346.7800 www.parishse.com

PROJECT TITLE:
**UEMSI/HTV
W209 N17391 INDUSTRIAL DRIVE
JACKSON, WI 53037**

PLAN TITLE:
**EXISTING
CONDITIONS
PLAN**

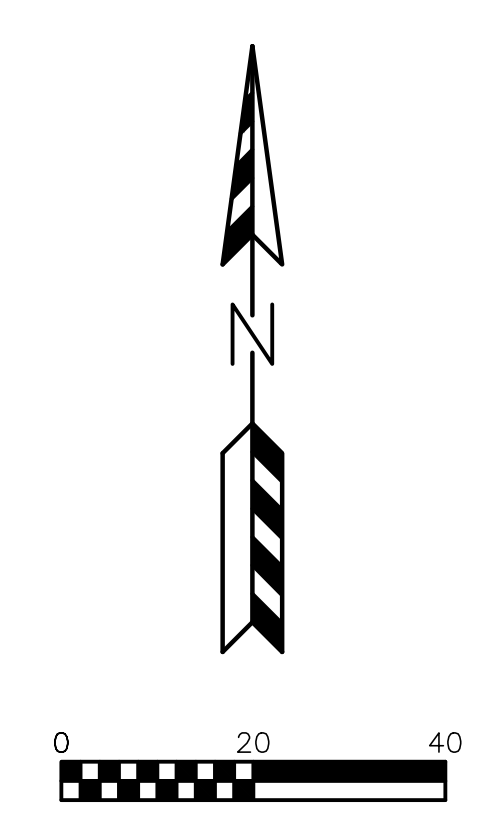
DRAWN BY:
WWS
DESIGNED BY:
JDR
CHECKED BY:
KJP

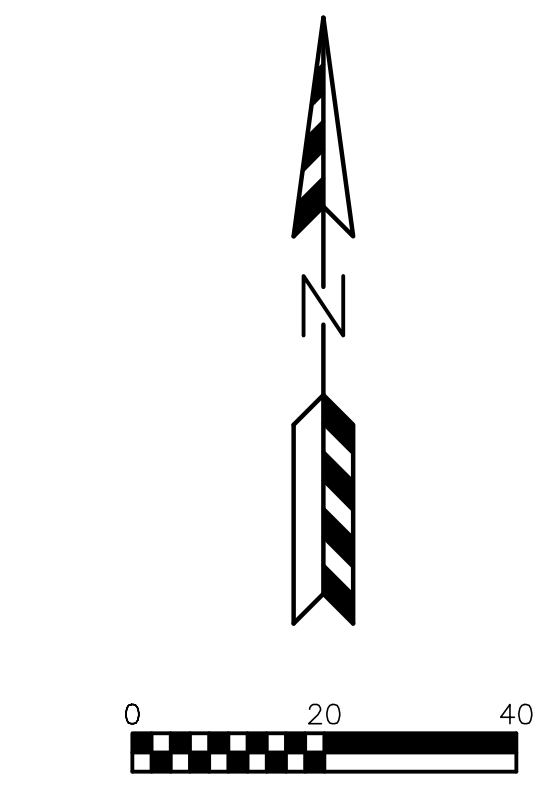
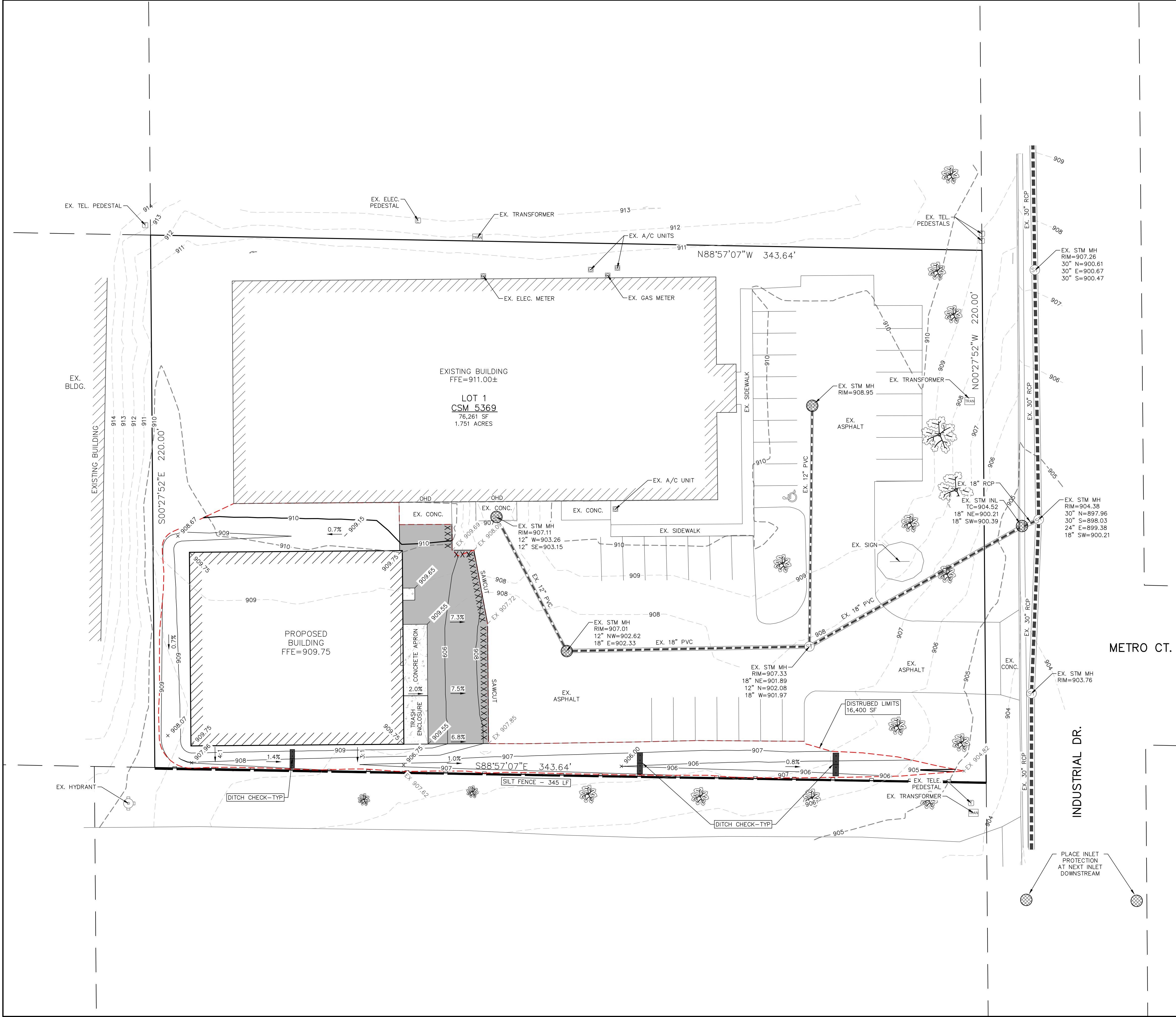
PLAN DATE:
1/27/2026

PROJECT NO:
\RI-01-25

SUBMITTAL

SHEET NO:
C1.01





DIGGERSHOTLINE
Dial 811 or (800)242-8511
www.DiggersHotline.com

- LEGEND:**
- 909 --- - EXISTING MINOR CONTOUR.
 - 910 --- - EXISTING MAJOR CONTOUR.
 - 909 --- - PROPOSED MINOR CONTOUR.
 - 910 --- - PROPOSED MAJOR CONTOUR.
 - - - - - EXISTING STORM SEWER.
 - ⊗ - INSTALL WISDOT TYPE D INLET PROTECTION.
 - - - - - INSTALL SILT FENCE.
 - - - - - INSTALL DITCH CHECK.
 - ← - DRAINAGE ARROW.

STAGES OF CONSTRUCTION TIME SCHEDULE:

APRIL 15, 2026
1. INSTALL SITE SILT FENCE, INLET PROTECTION AND TEMPORARY CONSTRUCTION ENTRANCES AS SHOWN ON PLANS. ANY ADDITIONAL CONSTRUCTION ENTRANCES IF APPROVED BY THE VILLAGE OF JACKSON SHALL HAVE A TRACKING PAD.

APRIL 16, 2026 - SEPTEMBER 1, 2026
2. STRIP TOPSOIL WITHIN GRADING LIMITS AND CONSTRUCT TEMPORARY TOPSOIL STOCKPILE LOCATION ACCORDING TO "SPECIFICATIONS FOR GRADING & EROSION CONTROL" ON "CONSTRUCTION NOTES PAGE"
3. BEGIN PROPOSED SITE GRADING - RESEED SECTIONS OF PROJECT THROUGHOUT THE GRADING PROCESS TO MINIMIZE RUN-OFF.
4. CONSTRUCT BUILDING PADS AND BUILDINGS.
5. CONTINUE SITE GRADING.
6. INSTALL BASE COURSES, PROPOSED PAVEMENTS
7. INSTALL LANDSCAPING.
8. APPLY FINAL STABILIZATION TO ENTIRE SITE.

SEPTEMBER 2 - 15, 2026
ALL PERMANENT SEEDING SHALL BE COMPLETED BY SEPTEMBER 15.
ALL TEMPORARY SEEDING SHALL BE COMPLETED BY OCTOBER 15 (REFER TO DNR STANDARD 1059.)

STABILIZATION FOR ALL EXPOSED SOIL AFTER OCTOBER 15 SHALL CONSIST OF ANIONIC POLYACRYLAMIDE (PAM) IN ADDITION TO TEMPORARY SEEDING IN AREAS WITHOUT EROSION CONTROL MAT. PLACE PAM IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1050. AFTER OCTOBER 15 ALL SLOPES 4:1 OR STEEPER THAT ARE NOT PERMANENTLY VEGETATED SHALL HAVE EROSION MAT INSTALLED IN PREPARATION OF WINTER CONDITIONS.

SPREAD SALVAGED OR IMPORTED TOPSOIL IN PROPOSED LANDSCAPE AREAS AND RESTORE.

CONTRACTOR MAY MODIFY SEQUENCING AS NEEDED TO COMPLETE CONSTRUCTION IF EROSION CONTROLS ARE MAINTAINED IN ACCORDANCE WITH THE CONSTRUCTION SITE EROSION CONTROL REQUIREMENTS SET FORTH IN FEDERAL, STATE & LOCAL PERMITS. NOTIFY VILLAGE OF JACKSON PRIOR TO CHANGE.

AS CONDITIONS WARRANT DURING CONSTRUCTION ADDITIONAL BMPs SHALL BE INSTALLED TO REDUCE THE MIGRATION OF SEDIMENT THE THE MAXIMUM EXTENT PRACTICABLE

REMOVE ALL TEMPORARY EROSION CONTROL MEASURES AFTER SITE IS STABILIZED AND STABILIZE AND AREAS DISTURBED BY REMOVAL OF BMPs.

REVISIONS:	
NO.	DESCRIPTION

PSE
PARISH SURVEY & ENGINEERING
122 Wisconsin Street, West Bend, WI 53095
262.346.7800 www.parishse.com

PROJECT TITLE:
**UEMSI/HTV
W209 N17391 INDUSTRIAL DRIVE
JACKSON, WI 53037**

PLAN TITLE:
**GRADING AND
EROSION
CONTROL
PLAN**

DRAWN BY:
JDR

DESIGNED BY:
JDR

CHECKED BY:
KJP

PLAN DATE:
1/27/2026

PROJECT NO:
\RI-01-25

SUBMITTAL

SHEET NO:
C1.03

[illegible]

- NOTE: ALL STAPLES MUST BE 6" OR GREATER IN LENGTH

NOTE: REFER TO GENERAL STAPLE PATTERN GUIDE FOR CORRECT

1. PREPARE SOIL BEFORE INSTALLING BLANKETS, INCLUDING APPLICATION OF FERTILIZER AND SEED. NOTE: WHEN USING CELL-O-SEED DO NOT SEED PREPARED AREA. CELL-O-SEED MUST BE INSTALLED WITH PAPER SIDE DOWN.
2. BEGIN AT THE TOP OF THE SLOPE BY ANCHORING THE BLANKET IN 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.
3. ROLL THE BLANKETS (A) DOWN OR (B) HORIZONTALLY ACROSS THE SLOPE.
4. THE EDGES OF PARALLEL BLANKETS MUST BE STAPLED WITH APPROXIMATELY 2" OVERLAP.
5. WHEN BLANKETS MUST BE SPLICED DOWN THE SLOPE, PLACE BLANKETS END OVER END (SHINGLE STYLE) WITH APPROXIMATELY 4" OVERLAP. STAPLE THROUGH OVERLAPPED AREA, APPROXIMATELY
6. ALL BLANKETS MUST BE SECURELY FASTENED TO THE SLOPE BY PLACING STAPLES/STAKES IN APPROPRIATE LOCATIONS AS RECOMMENDED BY THE MANUFACTURER.

1 3/4" BITUMINOUS SURFACE COURSE (4 LT 58-28 S) PER WDOT SECTION 460

2 1/2" BITUMINOUS BINDER COURSE (3 LT 58-28 S) PER WDOT SECTION 460

8" BASE COURSE WOOL SECTION 305 1 1/2" CRUSHED AGGREGATE

COMPACTED SUBGRADE

CHANNEL GRADIENT %	6"	9"	12"	20"
0.5	91.7	136.7	183.3	250.0
1.0	45.8	68.3	91.7	125.0
1.5	30.6	45.6	61.1	83.3
2	22.9	34.2	45.8	62.5

A cross-sectional diagram of a silt fence installation. A vertical line represents the fence, with a label '4' X 2" X 2" (MIN.) WOOD POST' pointing to it. To the right of the fence, a horizontal arrow points left, labeled 'SHEET FLOW'. Below the ground surface, a layer of filter fabric is shown, with a label 'FILTER FABRIC' pointing to it. The fabric is depicted as a series of overlapping rectangular blocks. A label 'EXTEND FABRIC TO 4" BELOW SURFACE' points to the bottom edge of the fabric. A vertical dimension line on the left indicates a depth of '2' MIN' from the ground surface to the bottom of the fabric layer.

SILT FENCE INSTALLATION SHALL CONFORM TO WISCONSIN DNR TECHNICAL STANDARD #1056)

4' X 2" X 2" (MIN.) WOOD POST

FILTER FABRIC

SHEET FLOW

2' MIN

EXTEND FABRIC TO 4" BELOW SURFACE

OVERFLOW OPENING
(FOR INLETS W/
CURB BOXES)

FLAP POCKET

INLET SPECIFICATIONS
AS PER THE PLAN
DIMENSION LENGTH
& WIDTH TO MATCH

GEOTEXTILE
FABRIC, TYPE FF

MINIMUM DOUBLE
STITCHED SEAMS
ALL AROUND
SIDE PIECES AND
ON FLAP POCKETS.

GEOTEXTILE
FABRIC, TYPE HR

FRONT, BACK, AND
BOTTOM TO BE
MADE FROM SINGLE
PIECE OF FABRIC.

EQUAL

EQUAL

12" (MIN)

12" (MIN)

USE REBAR OR STEEL ROD
FOR REMOVAL OR FOR
INLETS WITH CAST CURB
BOX USE WOOD 2"x4"
EXTEND 10" BEYOND GRATE
WIDTH ON BOTH SIDES,
LENGTH VARIES, SECURE
TO GRATE WITH WIRE OR
PLASTIC TIES.

INLET PROTECTION INSTALLATION
SHALL CONFORM TO WDNR
TECHNICAL STANDARD #1060).
INLET PROTECTION SHALL BE
INSTALLED AT ALL STREET INLETS.

4"x6" OVAL HOLE SHALL BE HEAT
CUT INTO ALL FOUR SIDE PANELS

TAPER BOTTOM OF BAG TO
MAINTAIN 3" SEPARATION BETWEEN
THE BAG AND THE STRUCTURE AT
THE OVERFLOW HOLES

Diagram illustrating the installation of a Stone Tracking Pad. The pad is shown adjacent to a ROADWAY. The installation shall conform to WISCONSIN DNR TECHNICAL STANDARD #1057.

Dimensions and specifications for the Stone Tracking Pad:

- Length: 50' MINIMUM
- Width: 12' (MIN)
- Height: 12" MIN

Material specifications (Percent by weight passing):

Sieve Size	Percent by weight passing
3"	100
2-1/2"	90-100
1-1/2"	25-60
3/4"	0-20
3/8"	0-5

REVISIONS:

[illegible]

PSE
PARISH SURVEY & ENGINEERING
122 Wisconsin Street, West Bend, WI 53095
262.346.7800
www.parishse.com

PROJECT TITLE:

**UEMSI/HTV
W209 N17391 INDUSTRIAL DRIVE
JACKSON, WI 53037**

PLAN TITLE:

DRAWN BY:

WWS

DESIGNED BY:
JDR

CHECKED BY:
KJP

PLAN DATE:

1/27/2026

PROJECT NO:

\RI-01-25\

SUBMITTAL

SHEET NO:

C2.02



PARISH SURVEY & ENGINEERING

February 6, 2026

Village of Jackson

Attn: Collin Johnson, Director of Building Inspection & Zoning
W194 N16660 Eagle Drive
Jackson, WI, 53037

Re: UEMSI / HTV
W209 N17391 Industrial Drive

Mr. Johnson,



This submittal is to summarize the effects of the proposed construction of a metal storage building on the subject property. The following plans and calculations are included to provide information related to the project:

- A. Drainage Plan
- B. Proposed HydroCAD Report

The site drains to a regional detention pond to the south of the property. Based on the existing site conditions, the calculated curve number is 89. With the proposed building, the calculated CN is 91.

A swale is proposed to convey runoff from the proposed building to the Industrial Drive right-of-way. There is run-on from the building to the west that currently drains across the property and into the adjacent property to the south. With the proposed swale, runoff will not be directed onto the neighboring property, but into the Industrial Drive right-of-way. Below is a table summarizing the peak discharge rates of the swale to the Industrial Drive right-of-way:

Proposed Swale Peak Discharges	
Storm Event	Swale Discharge (cfs)
10-Year	3.85
100-Year	7.15

Please review this submittal along with the enclosed plans and if everything is satisfactory, please provide your approval. Please let me know if you have any questions or comments.

Regards,

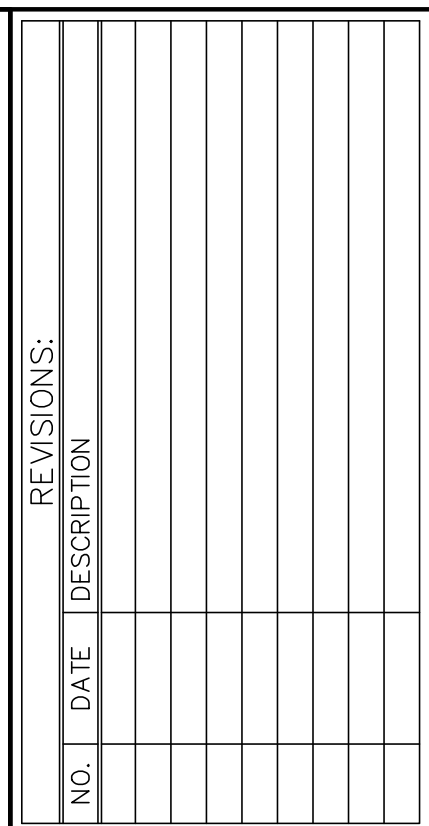
Jacob Rosbeck, P.E.

Cc: USMSI / HTV

FN: RI-01-25

122 Wisconsin St ♦ West Bend, Wisconsin 53095

Phone (262) 346-7800 ♦ www.parishse.com



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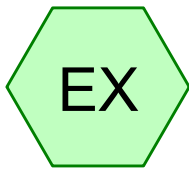
PLAN DATE:
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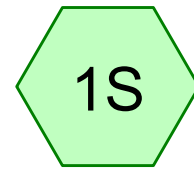
SWM 1



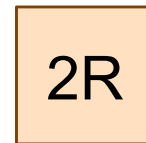
Existing



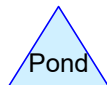
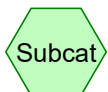
Existing



To Swale



Swale



Routing Diagram for UEMSI HTV

Prepared by Parish Survey & Engineering, LLC, Printed 2/6/2026
HydroCAD® 10.00-24 s/n 06587 © 2018 HydroCAD Software Solutions LLC

Summary for Subcatchment 1S: To Swale

Runoff = 3.85 cfs @ 12.13 hrs, Volume= 0.179 af, Depth> 2.56"

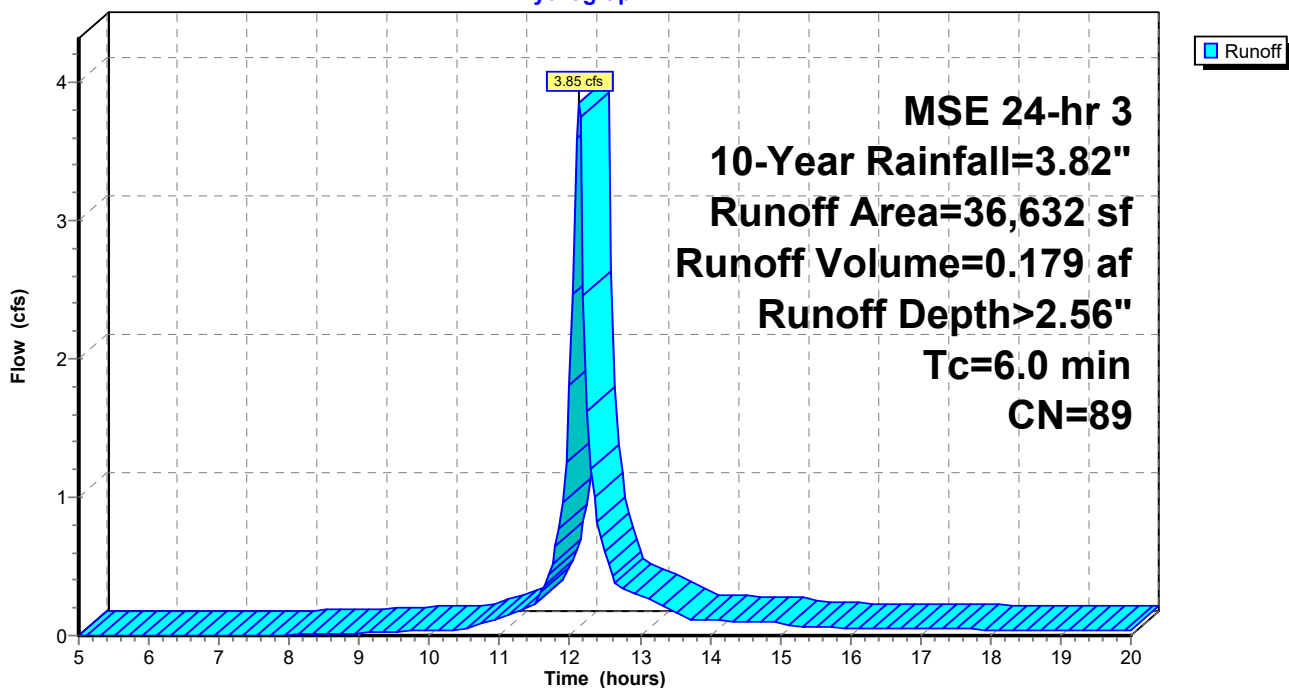
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
MSE 24-hr 3 10-Year Rainfall=3.82"

	Area (sf)	CN	Description
*	7,040	98	Proposed Building
*	15,000	98	Ex. Building to West
	11,566	74	>75% Grass cover, Good, HSG C
	3,026	80	>75% Grass cover, Good, HSG D
	36,632	89	Weighted Average
	14,592		39.83% Pervious Area
	22,040		60.17% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment 1S: To Swale

Hydrograph



Summary for Subcatchment EX: Existing

Runoff = 8.02 cfs @ 12.13 hrs, Volume= 0.373 af, Depth> 2.56"

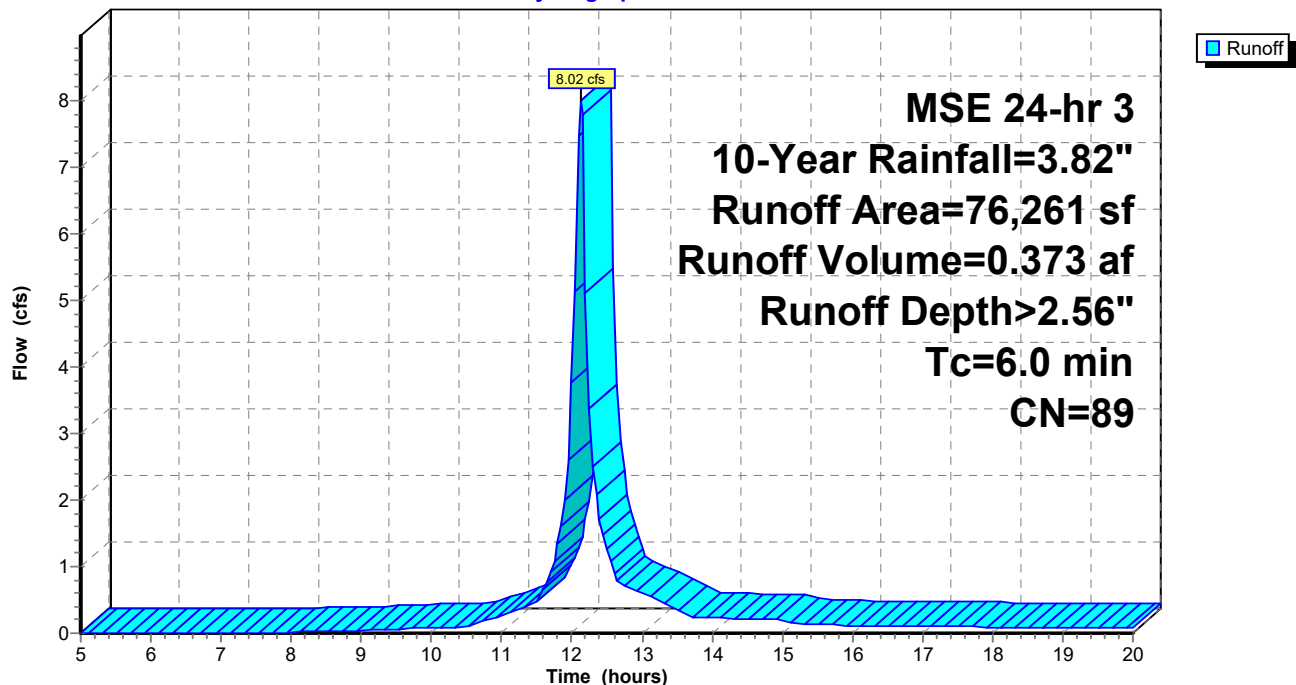
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
MSE 24-hr 3 10-Year Rainfall=3.82"

	Area (sf)	CN	Description
*	45,107	98	Ex. Impervious
	16,999	74	>75% Grass cover, Good, HSG C
	14,155	80	>75% Grass cover, Good, HSG D
	76,261	89	Weighted Average
	31,154		40.85% Pervious Area
	45,107		59.15% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment EX: Existing

Hydrograph



Summary for Subcatchment PRO: Existing

Runoff = 8.45 cfs @ 12.13 hrs, Volume= 0.401 af, Depth> 2.75"

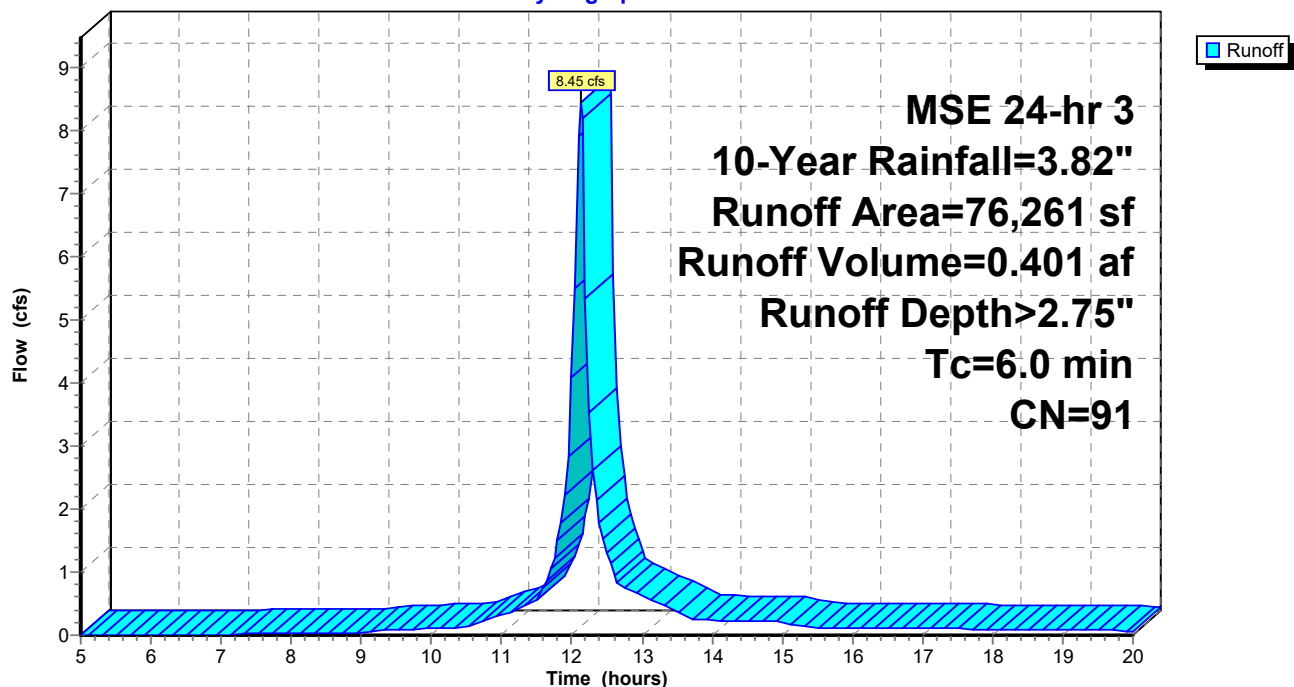
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
MSE 24-hr 3 10-Year Rainfall=3.82"

	Area (sf)	CN	Description
*	50,830	98	Ex. Impervious
	11,276	74	>75% Grass cover, Good, HSG C
	14,155	80	>75% Grass cover, Good, HSG D
	76,261	91	Weighted Average
	25,431		33.35% Pervious Area
	50,830		66.65% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment PRO: Existing

Hydrograph



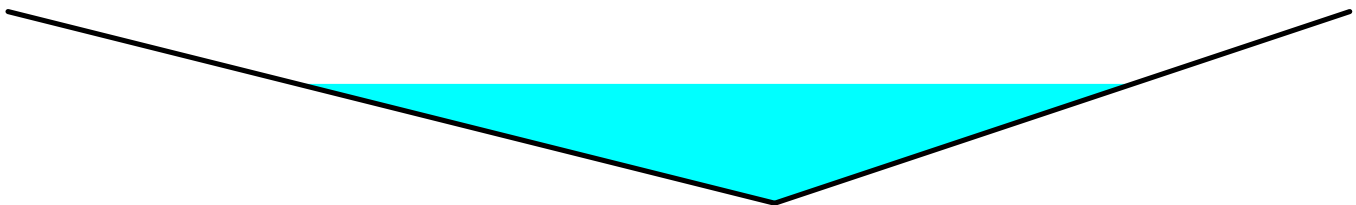
Summary for Reach 2R: Swale

Inflow Area = 0.841 ac, 60.17% Impervious, Inflow Depth > 2.56" for 10-Year event
 Inflow = 3.85 cfs @ 12.13 hrs, Volume= 0.179 af
 Outflow = 3.76 cfs @ 12.15 hrs, Volume= 0.179 af, Atten= 3%, Lag= 1.0 min

Routing by Dyn-Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
 Max. Velocity= 2.77 fps, Min. Travel Time= 1.4 min
 Avg. Velocity = 1.02 fps, Avg. Travel Time= 3.8 min

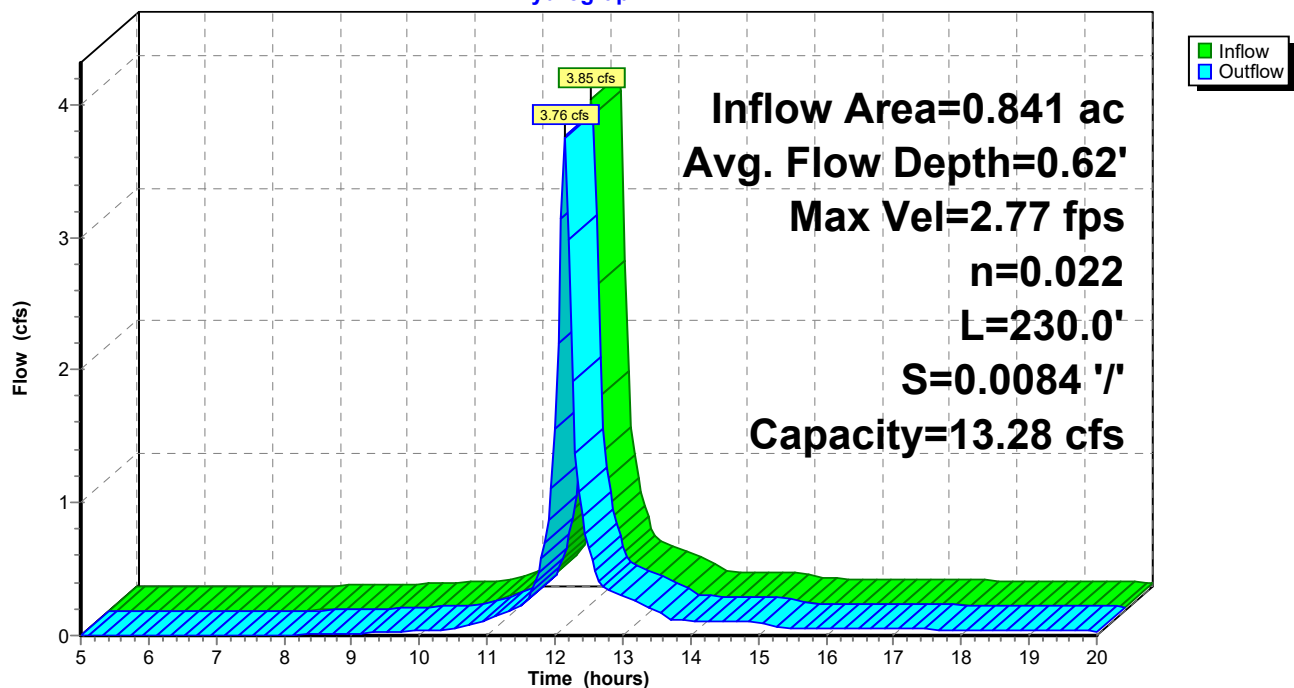
Peak Storage= 312 cf @ 12.15 hrs
 Average Depth at Peak Storage= 0.62'
 Bank-Full Depth= 1.00' Flow Area= 3.5 sf, Capacity= 13.28 cfs

0.00' x 1.00' deep channel, n= 0.022 Earth, clean & straight
 Side Slope Z-value= 4.0 3.0 '/' Top Width= 7.00'
 Length= 230.0' Slope= 0.0084 '/'
 Inlet Invert= 906.75', Outlet Invert= 904.82'



Reach 2R: Swale

Hydrograph



Summary for Subcatchment 1S: To Swale

Runoff = 7.15 cfs @ 12.13 hrs, Volume= 0.348 af, Depth> 4.97"

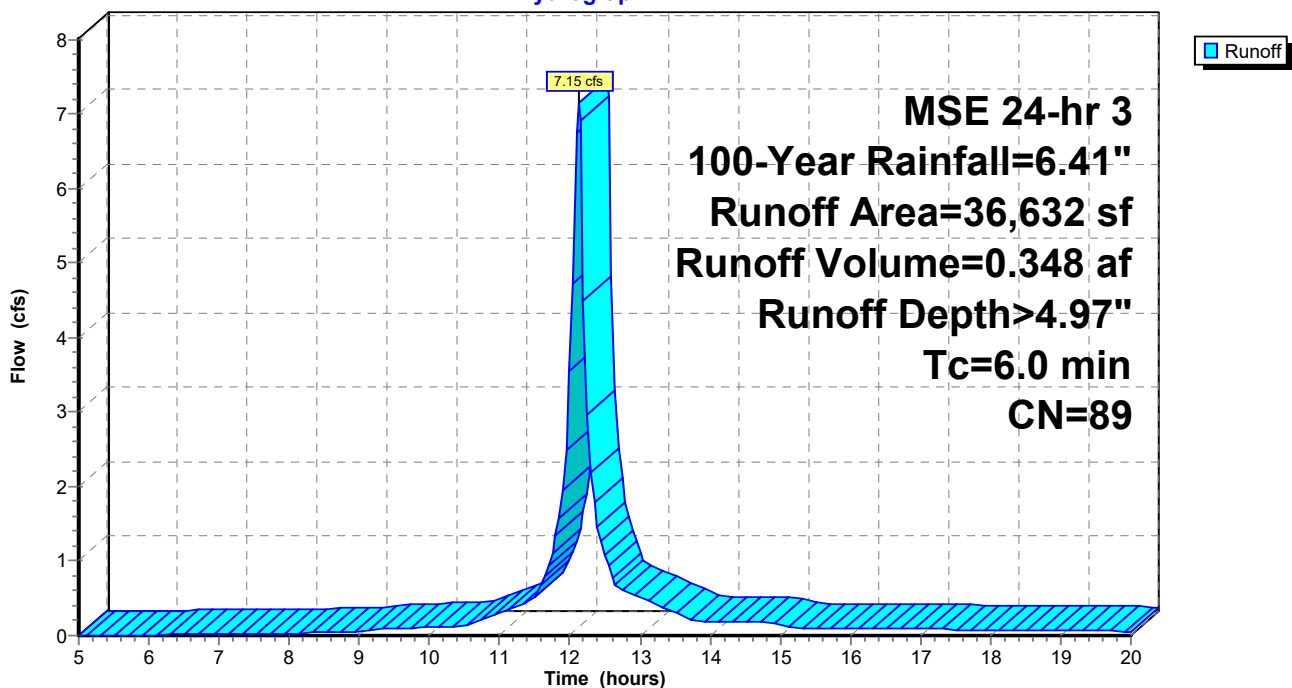
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
MSE 24-hr 3 100-Year Rainfall=6.41"

	Area (sf)	CN	Description
*	7,040	98	Proposed Building
*	15,000	98	Ex. Building to West
	11,566	74	>75% Grass cover, Good, HSG C
	3,026	80	>75% Grass cover, Good, HSG D
	36,632	89	Weighted Average
	14,592		39.83% Pervious Area
	22,040		60.17% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment 1S: To Swale

Hydrograph



Summary for Subcatchment EX: Existing

Runoff = 14.89 cfs @ 12.13 hrs, Volume= 0.725 af, Depth> 4.97"

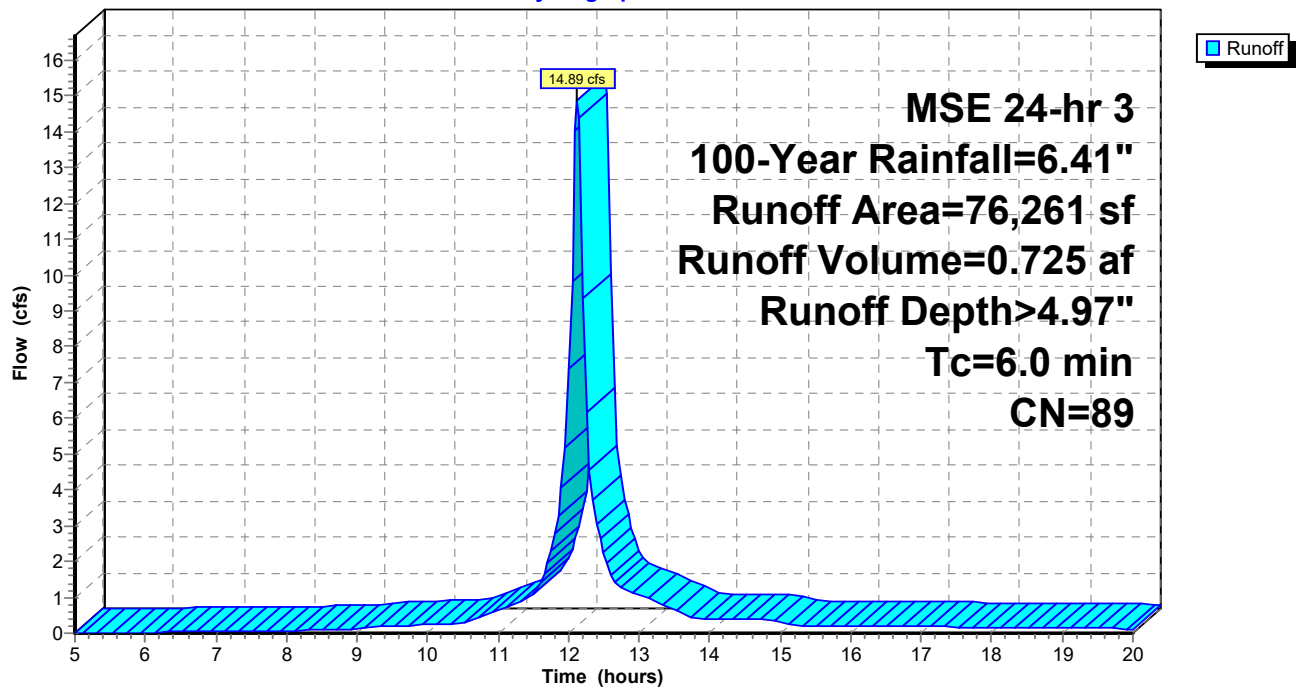
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
MSE 24-hr 3 100-Year Rainfall=6.41"

	Area (sf)	CN	Description
*	45,107	98	Ex. Impervious
	16,999	74	>75% Grass cover, Good, HSG C
	14,155	80	>75% Grass cover, Good, HSG D
	76,261	89	Weighted Average
	31,154		40.85% Pervious Area
	45,107		59.15% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment EX: Existing

Hydrograph



Summary for Subcatchment PRO: Existing

Runoff = 15.28 cfs @ 12.13 hrs, Volume= 0.757 af, Depth> 5.19"

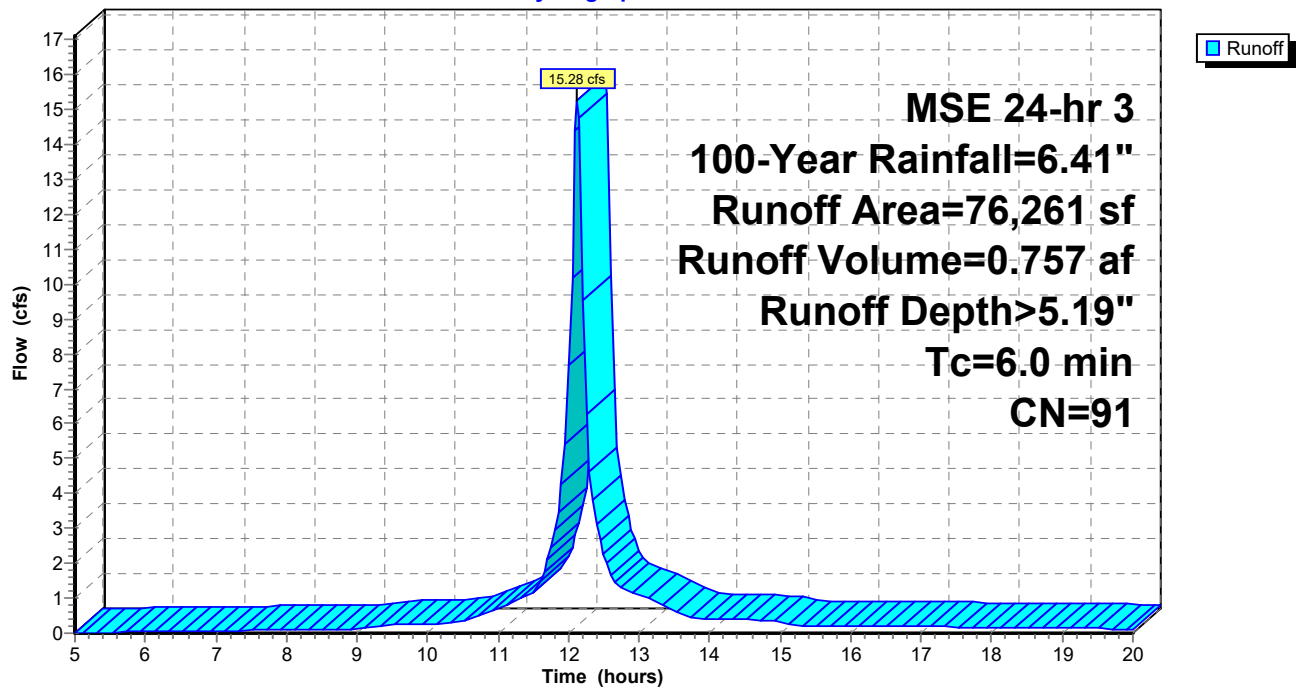
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
MSE 24-hr 3 100-Year Rainfall=6.41"

	Area (sf)	CN	Description
*	50,830	98	Ex. Impervious
	11,276	74	>75% Grass cover, Good, HSG C
	14,155	80	>75% Grass cover, Good, HSG D
	76,261	91	Weighted Average
	25,431		33.35% Pervious Area
	50,830		66.65% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
6.0					Direct Entry,

Subcatchment PRO: Existing

Hydrograph



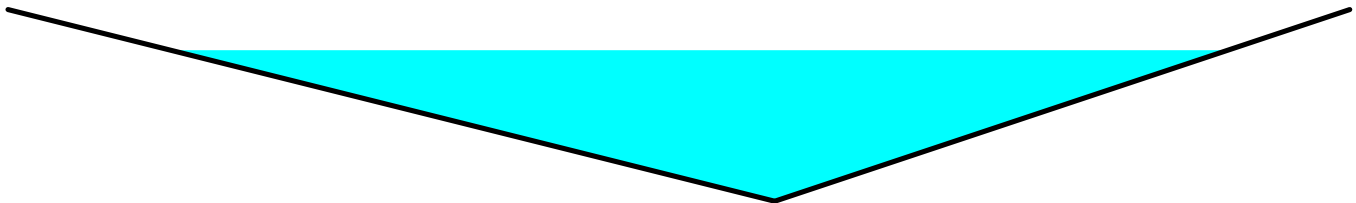
Summary for Reach 2R: Swale

Inflow Area = 0.841 ac, 60.17% Impervious, Inflow Depth > 4.97" for 100-Year event
 Inflow = 7.15 cfs @ 12.13 hrs, Volume= 0.348 af
 Outflow = 7.04 cfs @ 12.14 hrs, Volume= 0.348 af, Atten= 2%, Lag= 0.9 min

Routing by Dyn-Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
 Max. Velocity= 3.24 fps, Min. Travel Time= 1.2 min
 Avg. Velocity = 1.16 fps, Avg. Travel Time= 3.3 min

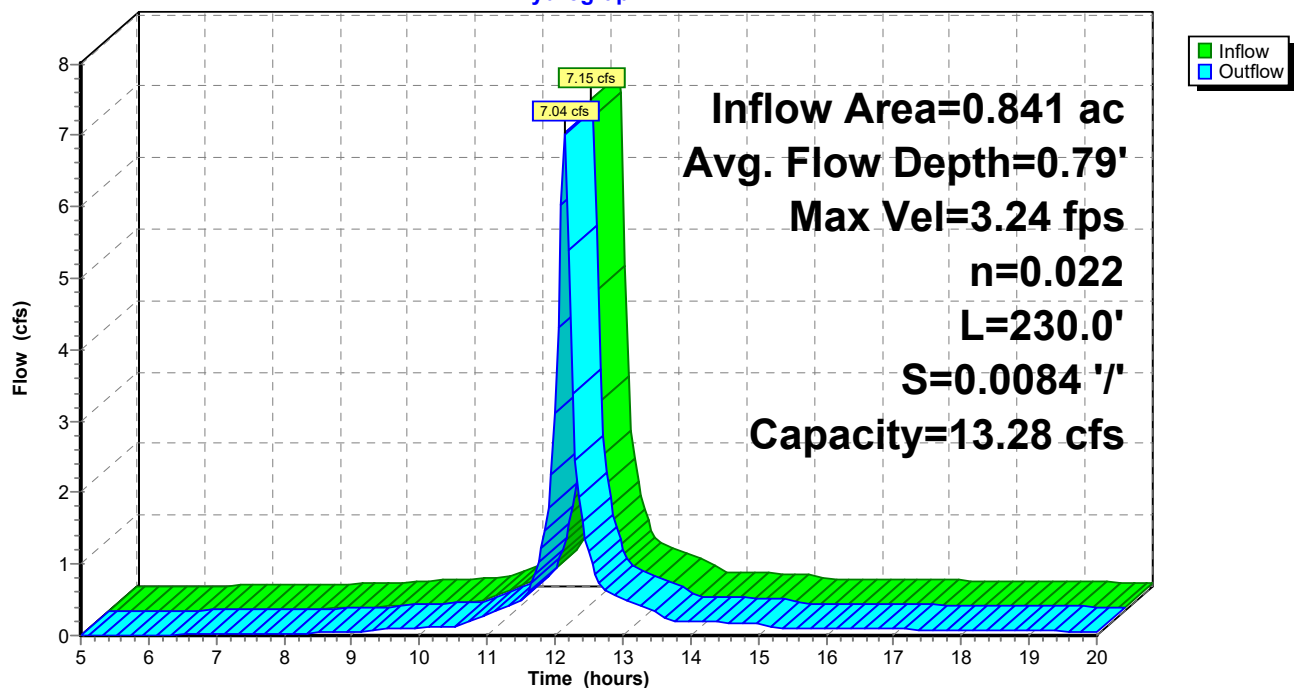
Peak Storage= 500 cf @ 12.14 hrs
 Average Depth at Peak Storage= 0.79'
 Bank-Full Depth= 1.00' Flow Area= 3.5 sf, Capacity= 13.28 cfs

0.00' x 1.00' deep channel, n= 0.022 Earth, clean & straight
 Side Slope Z-value= 4.0 3.0 ' Top Width= 7.00'
 Length= 230.0' Slope= 0.0084 '/
 Inlet Invert= 906.75', Outlet Invert= 904.82'



Reach 2R: Swale

Hydrograph



STAFF MEMO

Village of Jackson Plan Commission

Meeting Date: February 19, 2026

Agenda Item: Item #5

To: Brian Heckendorf, Village President
Village of Jackson Plan Commission
Jen Heidtke, Village Administrator

From: Collin Johnson, Director of Inspections and Zoning

Subject: Conditional Use and Site Plan Review – W208 N16945 N. Center Street – Industrial Laundry Facility – Riley Hansen

Background and Analysis:

The applicant, Riley Hansen, is proposing to operate an industrial laundry facility within the existing building located at W208 N16945 N. Center Street. The business would serve other commercial and industrial businesses by providing pickup, delivery and laundering of linens, towels, mops, and floor mats and similar items as a service to various businesses throughout the area.

The business will operate between the hours of 6am and 6pm, Monday through Friday and will employ up to ten employees. Existing parking includes 11 standard parking spaces and one ADA accessible space. Refuse and recycling services are provided by the property owner as part of the lease agreement with collection provided by a private waste hauler.

Adjacent businesses located on the same parcel include Bartlein Barrels, LLC, a gun barrel manufacturer, and Global Parts Solutions, a supplier of take-off parts for trucks, vans, and SUVs. The property is bordered to the north by an existing industrial building, to the immediate south by single-family and multi-family dwellings, as well as the Wisconsin Telephone building. A multi-tenant commercial building is also located directly across N. Center Street.

Comprehensive Plan and Zoning Impacts:

The property is designated as Industrial under the current Comprehensive Plan and currently zoned Planned Unit Development (PUD) requiring review and approval from the Village. There are no anticipated current or future impacts to either the Comprehensive Plan or zoning designation.

Site Plan:

See attached location map and site plan

Additional Staff Comments:

Building Inspection and Zoning

Staff recommends approval of the Conditional Use request from Riley Hansen as submitted.

Review Procedures:

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

Notice Requirements:

- Posting on the agenda

- Notification of all contiguous property owners
- Publication of a Class II Legal Notice is required prior to the Public Hearing

Potential Action:

Motion to recommend the Village Board approve the conditional use request from Riley Hansen to operate an industrial laundry facility as submitted.

Attachments:

1. Staff Memo
2. Plan Commission Application
3. Location Map and Site Plan

Village of Jackson
PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

☐ COMMERCIAL ☒ INDUSTRIAL ☐ RESIDENTIAL ☐ OTHER _____

☒ CONDITIONAL USE

- ☒ New
☐ Amendment
☐ Special Use

(For existing Cond. Use ONLY)

☐ PLANNED UNIT DEVELOPMENT

- ☐ New
☐ Amendment
☐ Special Use

(For existing PUD ONLY)

☐ CERTIFIED SURVEY MAP

- ☐ CONCEPT PLAN
☐ COMP. PLAN AMENDMENT
☐ OTHER _____

Property Address: W208N16945 NORTH CENTER ST Unit: _____ Jackson, WI

Parcel #: _____ Lot Size: 3.39 ACRES sq. ft. Building Area: +/- 7,750 sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☒ PUD ☐ Other _____ Floodplain: Y / N

APPLICANT INFORMATION

Name(s): RILEY HANSEN

Mailing Address: 1124 KINROSS CT, WEST BEND State WI Zip 53095

Office: (_____) _____ Fax: (_____) _____

Email: _____

BUSINESS INFORMATION (If New Business)

Legal Business Name: TBA - HAS NOT BEEN CREATED YET

D/B/A: _____ FEIN #: _____

Mailing Address: _____ State _____ Zip _____

Office: (_____) _____ Cell: (_____) _____ Fax: (_____) _____

Email: _____

Website: _____

PROPERTY OWNER INFORMATION

Name(s): ANVIL LLC - ROD EGELSEER

Address: 4734 LAKEVIEW CIR, SUNGER State WI Zip 53086

Office: (_____) _____ Fax: (_____) _____

Email: _____

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: _____

Primary Contact: _____

Address: _____ State _____ Zip _____

Office: (_____) _____ Cell: (_____) _____ Fax: (_____) _____

Email: _____

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: REQUESTING A CONDITIONAL USE PERMIT TO CONDUCT AN INDUSTRIAL LAUNDRY COMPANY

Provide a brief overview of proposed use(s) of entire property and/or lease space: LOAD AND UNLOAD DELIVERY TRUCKS WITH FLOOR MATS, TOWELS, MOPS, LINENS TO LAUNDRY INSIDE BUILDING

Hours of Operation: 6 AM - 6 PM M-F

Provide a brief overview of proposed daily on-site operations: UNLOAD DIRTY ITEMS, LOAD WITH CLEAN ITEMS TO BE DELIVERED TO CUSTOMERS. DIRTY ITEMS ARE WASHED AND DRIED AND AVAILABLE TO GO BACK OUT TO CUSTOMERS

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: VARIOUS MANUFACTURING AND STORAGE BUILDINGS

Describe any proposed, development, on-site improvements, or other construction/remodeling activities: REPLACING A PORTION OF CONCRETE FLOOR IN ORDER TO HAVE THICKER SLAB UNDER WASH MACHINES AND TO BE ABLE TO BOLT DOWN. INSTALL A TRENCH DRAIN IN FLOOR TO CONTROL DISCHARGE WATER FROM WASHERS TO SEWER LINE. INSTALL A STEAM BOILER WITHIN ONE HOUR FIRE RATED ROOM. INSTALL ELECTRICAL CIRCUIT, NATURAL GAS LINES TO EQUIP AND VENTING FOR BOYERS

Describe any proposed grading, and/or stormwater management plan: N/A

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: N/A

Describe any proposed on-site security measures including site lighting: N. CHANGE

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): BUILDING HAS FIRE ALARM SYSTEM, WILL HAVE FIRE EXTINGUISHERS INSTALLED AS NEEDED, 2 FIRE HYDRANTS WITHIN 200 FT

Describe the projected traffic circulation and impacts: ENTER PROPERTY FROM NORTH CENTER ST,
DELIVERY TRUCKS WILL PULL UP TO OVERHEAD DOOR TO LOAD/UNLOAD AND EXIT BACK OUT TO
NORTH CENTER ST- ONE OR TWO TRUCKS, ONE ROUTE PER DAY

List all setbacks from rights-of-way and property lines and height limitations: N/A

Provide status of State/Federal License(s) or Certificate(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: _____

Describe any proposed signage including type, size, and location: VINYL LETTERING ON ENTRY DOOR
APPROX 12 IN X 24 IN

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: _____
CURRENT PARKING IS ADEQUATE, 11 SPACES AND 1 HANDICAP SPACE
UPTO 10 EMPLOYEES AND A DELIVERY VAN

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: _____
WILL UTILIZE VILLAGE PROVIDED REFUSE AND RECYCLING BINS THAT ARE CURRENTLY
IN BUILDING

Projected Sewer/Wastewater Usage: 500,000 TO
1,300,000 gal/year

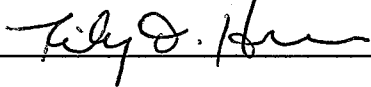
Projected Water Usage: 500,000 TO
1,300,000 gal/year

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): Riley Hansen

Applicant Signature: 

Co-Applicant Name (Print): _____

CO-Applicant Signature: _____

Date of Application: January 26th, 2026

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:	<u>1-29-26</u>
Amount: \$	<u>175.00</u>
Payment Type:	☒ CH / CC / CASH
Check/Rcpt. #:	<u>2107</u>
Received By:	<u>cmf</u>

VILLAGE OF JACKSON

N168W19851 MAIN ST

JACKSON, WI 53037

Receipt Nbr: 308759**Date:** 2/02/2026**Check****RECEIVED
FROM** HANSEN

\$175.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	Received on account 100-00-45730-000-000	175.00
	PLANNING / ZONING FEES	
	COMMERCIAL LAUNDRY	

TOTAL RECEIVED	175.00
-----------------------	---------------

Receipt Memo: PLAN COMM/COND USE/CK#2107

January 23, 2026

Village of Jackson Planning Commission,

As owner of the building located at W208N16945 North Center Street, I acknowledge that I am aware Riley Hansen is seeking a Conditional Use Permit to conduct the business of an industrial laundry.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Rod Egelseer', with a long horizontal flourish extending to the right.

Rod Egelseer

Anvil LLC

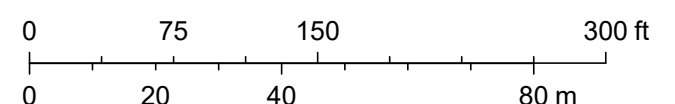
W208 N16945 N. Center Street



1/27/2026, 4:05:57 PM

- | | | | | | |
|--|-------------------------|---|----------------------|---|---|
|  | Railroad Centerlines |  | Lot Number |  | Assessor Plat; Cemetery Plat; Subdivision |
|  | Current Parcel |  | Landhook |  | Lot |
|  | Parcel Taxkey & Acreage |  | Local Road Labels |  | PLSS Quarter |
|  | Leader Lines |  | Local Road |  | PLSS Section |
|  | Subdivision Name |  | Municipality |  | Ortho2024 |
|  | Condominium Name |  | Right-of-Way |  | Red: Red |
|  | Certified Survey Number |  | Plat |  | Green: Green |
| | |  | Certified Survey Map |  | Blue: Blue |
| | |  | Condominium | | |

1:1,200





MEMO

TO: Brian Heckendorf, Village President; Personnel Committee and Village Board

FROM: Jen Heidtke, Village Administrator; Darlene Smith, Village Treasurer/HR Assistant

RE: Proposed Changes to Employee Handbook – Section 1 General Personnel Policies

MEETING DATE: February 10, 2026

Background

Amendments as proposed are summarized below in the two sections Staff wish to update.

SECTION 1.13 – Travel Policy

Revisions include replacement of meal reimbursement maximums with a link to the U.S. General Services Administration website. This change eliminates the need to update meal reimbursement thresholds in the Employee Handbook and instead requires an annual update the Expense/Mileage Reimbursement Request Form which will recognize maximum meal and incidental expense reimbursement thresholds. This process will mirror the mileage reimbursement rate changes established by the Internal Revenue Service, which is already noted on the form.

SECTION 1.15 – Use of Village Equipment

Staff found clarifying language to be helpful to this section. By preserving the requirement to provide proof of automobile insurance, it is hoped that employee use of personal vehicles for conducting Village business is kept to a minimum.

Potential Motion:

Recommendation for Village Board authorization to the Village Attorney and Village Administrator to review, revise, and distribute to employees the updated Section 1 of the Employee Handbook, effective February 10, 2026.

Attachments:

1. Redline Copy of Proposed Section 1 Policies – Employee Handbook
2. Updated Expense/Mileage Reimbursement Request Form

SECTION 1: GENERAL PERSONNEL POLICIES

(1.01-1.12 excluded – no changes)

1.13 Travel Policy

The Village recognizes that business travel is necessary at times to conduct Village business, and to attend out of town professional conferences, training sessions, and meetings to enhance an employee's skill base. If the Village requires an employee to travel outside the Village of Jackson, the Village will reimburse the employee for meals and necessary overnight lodging. Travel out of state will require Administrator review and approval.

I. Transportation

- A. Utilization of Village vehicles is encouraged for business travel. Any expenses (i.e., gasoline or repairs) attributed to Village vehicles, as well as expenses for tolls, parking fees, and garage charges, will be reimbursed upon submittal of receipts verifying the expenditure of costs for which reimbursement is sought.
- B. Personal vehicles may be used for business travel when Village vehicles are not available and must be authorized by your Immediate Supervisor. Mileage will be reimbursed per the current rate established by the Internal Revenue Service (IRS). Employees seeking mileage reimbursement are required to provide evidence of insurance on their personal vehicle annually and complete the Expense/Mileage Reimbursement Form.

II. Lodging

- A. Employees are expected to stay at mid-priced and economy hotels unless a conference discount or government rate is available at more expensive facilities. Receipts for lodging are required. Personal telephone calls, internet access, movie rentals and other similar charges incurred in connection with lodging will not be reimbursed.
- B. Village employees must furnish lodging retailers with a copy of the Wisconsin Sales and Use Tax Exemption Certificate when traveling for Village business.

III. Meal

- A. Meal Reimbursement Policy
 - 1. Reimbursement for meals is set at the levels used by the ~~State of Wisconsin~~U.S. General Services Administration, by using Meals and Incidental Expenses rates for the Jackson zip code (www.gsa.gov). ~~You~~Employees must submit an itemized copy of ~~your~~ meal bill(s). A credit card receipt is insufficient. Alcoholic beverages, smoking materials and drugs will not be reimbursed. Reimbursement meal expenses are for employees only. Upon submission, the Village will reimburse the employee for the actual cost of meal expenses up to the amounts listed ~~below~~online at

https://www.gsa.gov/travel?topnav=travel_search_by_zip_code_53037 , incurred while traveling on authorized Village business. Claims for reimbursement of meal costs including any state and local taxes are expected to represent reasonable and necessary costs and shall include a maximum gratuity of twenty (20) percent.

2. Meal Allowance

The ~~current-requested~~ rate of reimbursement for meals shall not exceed the ~~following maximums~~:

a. ~~Breakfast~~ ~~\$13.00~~

b. ~~Lunch~~ ~~\$15.00~~

c. ~~Dinner~~ ~~\$26.00~~

d. ~~Incidentals~~ ~~\$5.00~~ ~~(or see Daily Allowance below)~~

~~Incidentals are defined as fees and tips incurred during travel such as tips given to a bag carrier, hotel staff, or airport staff. maximums as established by GSA.~~

i. Daily Allowance — ~~\$59.00~~ (To be eligible for the daily allowance, an employee must be out of town on Village business and meals cannot be included in the conference fee.)

ii. If a meal is part of a conference, convention, or instruction program being attended by the Village employee and is an amount higher than permitted by the Village, the full amount will be refunded with proper documentation.

iii. If the registration fee includes one or more meals, the employee shall not be eligible for reimbursement for such meals in addition to reimbursement for the registration fee. If the lodging accommodations the employee is staying at offer a free breakfast, the cost of the meal is excluded from the daily allowance or breakfast reimbursement submitted by the employee.

iv. If traveling outside of Wisconsin, per diem rates will be paid for your area of travel. Locate the most recent U.S. General Services Administration (GSA) per diem reimbursement rates at www.gsa.gov or contact the Village Treasurer/HR Assistant. The GSA reimbursement rates documentation must be included with the request for reimbursement.

III. Entertainment

A. Entertainment, amusement, or recreation expenses for employees will be reimbursed only if the activity is related to the conduct of the Village-related business. The business purpose of the entertainment, the names of the persons involved, and the business relationship must be disclosed on the Expense/Mileage Reimbursement Form. Determinations as to whether an activity is related to

Village-related business shall be made in the sole discretion of the Village Administrator.

IV. Registration and/or Tuition Fees

- A. Registration and tuition fees for pre-approved professional and technical meetings and conferences are reimbursable, upon submittal of receipts.

V. Travel with Spouse and/or Family

- A. If a spouse and/or other family member travel on an official trip, reimbursement shall be limited to the single rate for the room occupied; and reimbursement of expenses shall be limited to the employee only.

VI. Code of Conduct

- A. While traveling, employees are representing the Village and are expected to conduct themselves in a professional manner that promotes a positive image to instructors, businesspersons, and the public.
- B. When possible, travel arrangements should be charged or billed directly to the Village.

VII. Expense Report

- A. An Expense/Mileage Reimbursement Form (see attached) should be filled out upon the completion of the business travel and turned into their Immediate Supervisor. Itemized receipts must be attached to the report to receive reimbursement for all Village-related business expenses (meals, lodging, or any authorized out-of-pocket expenditures). Reimbursements are paid on a bi-weekly basis through payroll upon submission of the Expense/Mileage Reimbursement Form. Failure to submit a reimbursement request within 30 days of the date the expense was incurred may cause denial of the reimbursement.

1.14 Expense Reimbursement Policy

All Employee Expense Reimbursements will be processed through Payroll starting July 1, 2022. Reimbursements will be paid via the existing ACH (direct deposit) set up in Payroll. Checks will no longer be cut. If a new bank account needs to be added for this procedure, please call, or email the Treasurer. Employee expense reimbursements are not considered wages, and therefore are not a taxable income.

The following steps will be used for the reimbursement of each Village-related employee expense:

- 1 The expense must be in connection with the performance of service as an employee for all Village-related expenses such as Transportation, Lodging, Clothing, Meal, Entertainment, and Miscellaneous Expenses (refer to the Employee Handbook – Section 1-13).

- 2 An Expense Reimbursement Form must be submitted along with ~~all~~ itemized receipts and/or invoices for all items.
- 3 A Mileage Reimbursement Form must be submitted for costs associated with use of a personal vehicle for Village travel.
- 4 There MUST be itemized receipts and/or invoices that document the nature and amount of the expenditures.
- 5 All receipts and/or invoices must be coded to the proper GL account by the Department Head and be submitted by 10 a.m. on the Monday of Payroll to be included for reimbursement with the current pay period. If submitted after the reimbursement will be processed in ~~two weeks with~~ the next payroll period.

1.15 Use of Village Equipment

The Village of Jackson provides supplies, uniforms, equipment, vehicles, and materials necessary for employees to perform their jobs. These items are to be used solely for Village-related business. The Village expects that employees and volunteers will not:

1. Obtain, use, or divert Village property, including records, for personal use and/or benefit.
2. Materially alter or destroy Village property or records without proper authorization.
3. Borrow or use Village property, unless for Village work-related use. Any removal of Village property for personal non-work-related use is not permissible.

Employees are expected to exercise care in the use of Village equipment and property and use such property only for authorized purposes. Loss, damages, or theft of Village property must be reported to the supervisor immediately. Negligence in the care and use of Village property may be considered grounds for discipline, up to and including termination.

I. Office Equipment

- A. The Village's equipment (such as postage, facsimile, and copier machine) is intended to be used solely for business purposes. An employee may only use this equipment for non-business purposes in an emergency and only with a supervisor's permission.

II. Telephone/Cell Phone Use

- A. Due to the fact that a large part of the Village's business is conducted over the telephone, it is essential to always project a professional telephone manner. The Village realizes that there are times when an employee may need to use the telephone or cell phone for personal reasons, but it is expected that good judgment will be used in limiting the length and frequency of such calls. An employee's personal use of a Village telephone or cellphone cannot interfere with their job duties or otherwise impede Village business. The Village reserves the right to monitor the use of all use of Village telephones and cellphones for financial

and business purposes to ensure fiscal responsibility and appropriate use. As such, employees have no expectation of privacy regarding their use of Village telephones or cellphones.

III. Computer Systems Use

- A. The use of Village computers and software is limited solely to the appropriate business use, except as otherwise permitted in this handbook. Employees are forbidden from installing software on the system. Further, this policy affirms that the Village's employees have no reasonable expectation of privacy with respect to any Village-owned or Village-operated computer hardware, software, electronic mail, database, server, or other computer or electronic means of communication or storage, whether employees have privileged access or an entry code into the computer system. The Village reserves the right to monitor the use of the computer systems at any time and without notice.

IV. Vehicle Use

- A. Employees may utilize Village vehicles when available and consistent with departmental needs. Employees should consult with their respective Department Head to understand the terms and availability of vehicle usage beyond restrictions set forth below.
 - a. Employees should avoid sharing municipal vehicles with colleagues/employees of other organizations. If this cannot be avoided, passengers in a Village vehicle that are not Village of Jackson employees need to sign a waiver (form provided by the Village's insurer) prior to riding in a Village of Jackson vehicle.
 - b. Employees are prohibited from utilizing a Village vehicle for personal reason and are not permitted to have related party passengers, such as family.
 - c. "Ride Alongs" are permitted for students living in applicable Jackson service area and/or for students within the West Bend School District, Germantown School District, and the Slinger School District. Prior to this occurring, a waiver must be signed by the guardian of the child (form to be provided by the Village's insurer).
 - d. If a Village Vehicle is needed for ceremonial use (funeral, wedding, parade, etc.) and is more than an hour outside of the service area, written authorization must be granted by the Village Administrator.
- B. Any employee authorized to drive a Village vehicle will be reviewed and approved to do so after review by the Village Treasurer/HR Assistant via the Public Abstract Request System (PARS). Review and recertifications will occur annually. The Village will not accommodate restrictions imposed on employees due to civil or criminal processes (e.g., an ignition interlock device).

- C. Take home vehicles will be provided for the Police Chief, Fire Chief, K-9 Handler, and Incident commander. Other employees may be allowed on a temporary basis as authorized in writing by the Village Administrator for the express purpose of transporting employees between worksite(s) and their homes.
- D. Only employees with a valid driver's license and who have adequate insurance¹ coverage may operate Village vehicles or use a personal vehicle to conduct Village business. Employees with a Supervisor's approval to utilize a personal vehicle to conduct Village business must provide Adequate proof of insurance ~~must be provided~~ to the Village Treasurer/HR Assistant, or designee annually and upon request. The Village will not accommodate restrictions imposed on employees due to civil or criminal processes (e.g., an ignition interlock device). Employees who are required by law to utilize corrective lenses must ensure use of appropriate lenses while driving Village vehicles or a personal vehicle to conduct Village business. It is the responsibility of an employee to immediately inform their supervisor of any restriction, suspension or revocation of driving privileges that would affect their ability to operate a vehicle on Village business. Failure to comply with this requirement may result in disciplinary action, up to and including termination.
- E. Any employee operating a Village vehicle or using a personal vehicle to conduct Village business must do so in a safe manner and must follow all traffic and safety rules and regulations, including but not limited to laws requiring the use of seatbelts and laws prohibiting texting while operating a vehicle. Operating a Village vehicle or personal vehicle to conduct Village business under the influence of drugs or alcohol or in an unsafe or negligent manner may be considered grounds for discipline, up to and including termination.
 - 1. Should the employee become involved in an accident, the employee's insurance will be relied on to process/reconcile a claim. The Village will reimburse the employee up to an amount equal to that of the current auto policy deductible that would have otherwise been paid by the Village had the employee been involved in an accident while driving a Village vehicle.
 - 2. An employee ~~that-who~~ receives a citation while working from either a personal vehicle or a Village vehicle shall be responsible for satisfying the forfeiture.

¹ Minimum Liability Coverage enforced by the Wisconsin Office of the Commissioner of Insurance. Adequate coverage must include: \$10,000 for property damage, \$25,000 for the injury or death of a person, \$50,000 for the injury or death of more than one person.

- B. The Village has the right to search any Village vehicle at any time without notice. Therefore, employees have no reasonable expectation of privacy with respect to Village vehicles.

V. Facility Use

- A. The Village takes pride in providing for and maintaining facilities utilized for the function of municipal departments. Official department functions such as office use, meeting use, employee appreciation gatherings, regional trainings, and recruitment events shall be permitted to occur throughout facilities that may otherwise not be accessible to the public, during or outside of normal hours of operations.
- B. When off duty, employees may utilize and/or reserve Village of Jackson facilities or amenities that are otherwise available to the public for private use (forms are available on the Village's website). This may include rooms at the Community Center, parks amenities, and the use of the Village Board room for qualified organizations. In no instance will Village employees, family, or friends be granted private use of Village facilities or amenities that are not otherwise available for the public to use. There may be a reduced fee to utilize the Jackson Community Center to cover a Building Supervisor.

VI. Return of Equipment

- A. Upon separation of employment, employees must immediately return all Village property, including but not limited to uniforms, equipment, keys, work product, and documents in their possession or control.

(1.16-1.18 excluded – no changes)



Expense/Mileage Reimbursement Form

Employee Name: _____ Employee Dept: _____

Manager: _____

2026 Reimbursement rates are:

- IRS standard mileage rate is 72.5 cents per mile. <https://www.irs.gov/tax-professionals/standard-mileage-rates>
- Meals up to – Breakfast \$16, Lunch \$19, Dinner \$28, Incidentals \$5, Per Diem \$68*
<https://www.gsa.gov/travel?topnav=travel> (search Jackson zip code for current year)

Purchase Date	Item Description	Total
	GL Account Code:	
	GL Account Code:	
	GL Account Code:	
	GL Account Code:	
	GL Account Code:	
	Grand Total**	

***Eligibility is limited, check the Employee Handbook Section 1.13, III. Travel Policy for more details.**

****Please ensure that all itemized receipts and/or invoices for reimbursements listed above are attached to this form. Failure to do so may result in denial of the request for reimbursement.**

☐ *I certify that the expense(s) listed above are accurately recorded and represent only expenditures made for business purposes.*

Employee Signature: _____

Date Submitted: _____

Approving Manager Signature: _____

Date Approved: _____