

**AGENDA**  
**VILLAGE BOARD MEETING**  
**Tuesday, August 13, 2019 at 7:30 p.m.**  
**Jackson Village Hall**  
**N168 W20733 Main Street**  
**Jackson, WI 53037**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Village Citizen Comment on an Agenda Item (Please Sign In)
4. Ceremonial Oath of Office – Justin Brinks – Police Sergeant
5. Public Hearing – Conditional Use Permit (CUP) – Affordable Green Homes - Storage Facility – Meadow Lane, Lot 1  
(Plan Commission Draft Minutes)
6. Resolution #19-21 Recognizing Kenneth W. Klumb for his 60 Years of Active Service on the Jackson Fire Department
7. Resolution #19-22 Authorizing the Village Administrator to File Cross-Appeal Objections with the Wisconsin State Board of Assessors
8. Discuss/Recommend Possible Changes to the Sex Offender Residency Ordinance
9. Approval of Minutes for the Village Board Meeting of July 9, 2019
10. Approval of Licenses
  - Class B Picnic License:  
Cedar Creek Farmers - Cedar Creek Community Connection Sept. 7, 2019
  - Operators Licenses:  
East Side Mart: Michael A. Castelow, Nikki E. Hennen, Elise C. Serchen  
Jackson Parks & Recreation: Renee E. Fisher, Angela Jeske, Jessica L. Loomans, Kelly A. Valentino  
Village Mart: Charles E. Shepherd  
Walgreen's #11676: Elliot R. Kloss, Richard P. Vaillancourt
11. Budget & Finance Committee
  - Review of Proposal for Public Facilities Needs Assessment and Impact Fee Study – City Water and Trilogy Consulting, LLC

- Review of bids for 2019 Improvements Sherman Rd Drainage and Jackson Park Alley Reconstruction Project
- Review of Bids for 2019 Chateau Dr and Hickory Lane Reconstruction Project
- Resolution #19-20 Preliminary Assessment for Chateau Dr and Hickory Lane Reconstruction Project
- Review of US Cellular Antenna Reconfiguration – White Water Tower (Board of Public Works Draft Minutes)

12. Plan Commission

- No Recommendations

13. Board of Public Works

- No Recommendations

14. Joint Parks & Recreation

- No Recommendations

15. West Bend School District – Update

16. Proposed Public Safety Building – Update

17. Departmental Reports

18. Mid-Moraine Municipal Association Report

19. Washington County Board Report

20. Greater Jackson Business Alliance Report

21. Citizens to Address the Village Board

22. Closed Session pursuant to Wis. Stats. §19.85(1)(c) Considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility

Reconvene into Open Session to Adjourn

23. Adjourn

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Village Hall at least one (1) business day prior to the meeting.

# Memo

**To:** Jackson Village Board  
**From:** Collin Johnson, Director of Building Inspection  
**Date:** August 8, 2019  
**Re:** Meadow Lane & Spaeth Property Stormwater Issue

---

According to Dale Spaeth, son of the current owner, his father installed this drainage system many years ago when the prior farm incorporated a majority of the adjacent lands. It is important to note that this entire "system" currently serves ten area properties to varying degrees.

The original catch basin area was built out of concrete block and was later replaced with a 24" PVC pipe forming the current catch basin. It's primary purpose is to collect area surface run-off however, here is also a six-inch clay tile that enters the catch basin from the southeast the source and purpose of which is unknown. An eight-inch PVC pipe serves as the outlet running in a westerly direction. This pipe, according to Dale Spaeth, is only about 6-feet in length. It then transitions to the original concrete drain tile for the remainder of the distance underground.

The drain tile daylights approximately 210 feet to the west at the NE corner of N168 W21084 Main St. where it discharges into a swale that runs due west for approximately 260 feet. At this point, it flows out into the rear yard area of N168 W21190 W. Main Street.

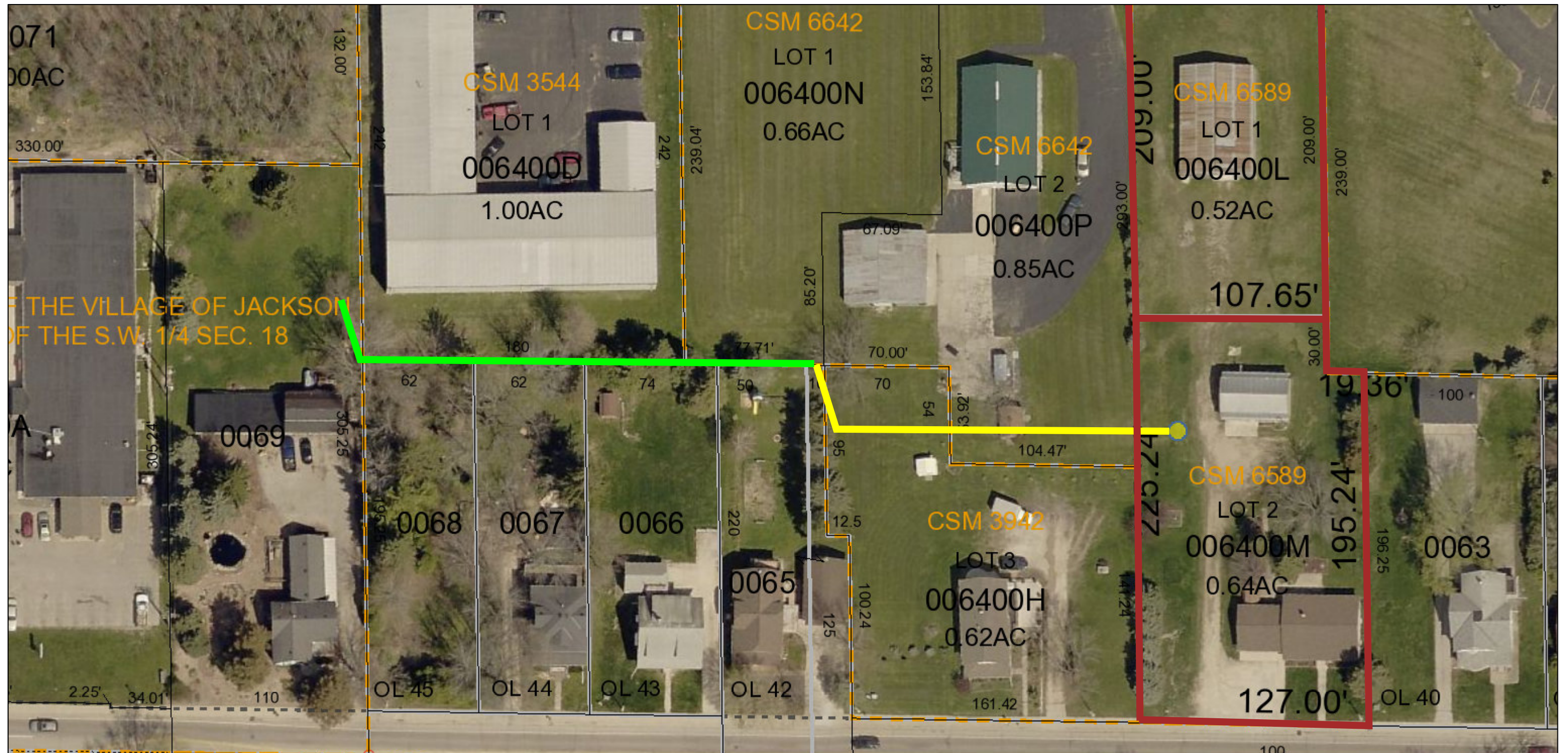
There are areas within the drain tile system, particularly at the west end, that are visibly failing. While the current system does function, it was likely not designed utilizing anticipated flow and volume standards or peak flow considerations. Any additional inflow created by new development and adjacent impervious surfaces will certainly have a negative impact on the existing system and affected properties. Some general stormwater calculations are provided below for your reference.

There is approximately 700gpm runoff (paved or gravel) from the Meadow Lane property and 300gpm runoff ((lawn) from the Spaeth property abutting Main St. This would require, at minimum, an eight-inch pipe at  $\frac{1}{4}$ " per foot pitch to properly convey that amount of water.

It is for the above reasons that Inspection staff recommends the Village Board require Affordable Green Homes to develop and submit a grading and stormwater plan that independently manages all runoff from their site without reliance on the existing system.

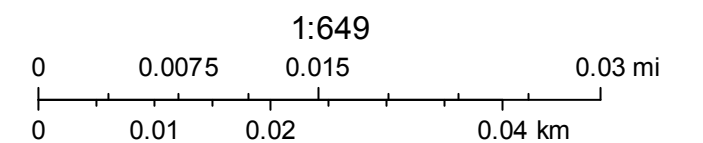
That said, I believe the Village wants to see this property better utilized and therefore, if necessary, to preserve the current offer-to-purchase, consideration of a phased development and infrastructure improvement timeline may be appropriate in order to reduce the immediate and upfront costs to the prospective buyer.

# Aerial Stormwater Map



August 6, 2019

- |  |                    |  |                               |  |                    |
|--|--------------------|--|-------------------------------|--|--------------------|
|  | Trails             |  | Road Centerline I, USH        |  | Lot                |
|  | Public Open Spaces |  | Road Centerline STH, CTH      |  | Parcels            |
|  | Current Parcel     |  | Road Centerline TWN, CVS, PVT |  | Parcel Retired YTD |
|  | PLSS Monument      |  | Landhook                      |  | Right-of-Way       |
|  |                    |  | Meander Line                  |  | Text Leader Lines  |
|  |                    |  | PLSS Boundary                 |  |                    |
|  |                    |  | Plat                          |  |                    |



Washington County  
Washington County, Wisconsin







**DRAFT MINUTES**  
**PLAN COMMISSION MEETING**  
**Thursday, July 25, 2019 at 7:00 p.m.**  
**Jackson Village Hall**  
**N168W20733 Main Street**  
**Jackson, WI 53037**

**1. Call to Order and Roll Call**

Pres. Schwab called the meeting to order at 7:00 p.m.

Members present: Keith Berben, Dan Herro, Tr. Kruepke and Jon Weil.

Member Excused: Dan Reik

Member Absent: Tr. Emmrich

Staff present: Collin Johnson, John Walther and Jilline Dobratz.

**2. Approval of Minutes for the Plan Commission Meeting of June 27, 2019**

Motion by Pres. Schwab second by Jon Weil to approve the Plan Commission minutes of June 27, 2019.

Vote: 5 ayes, 0 nays. Motion carried.

**3. Conditional Use Permit – Storage Facility – Affordable Green Homes**

Julian Laufer, Affordable Green Homes, was present and explained the proposed storage facility use. Julian commented there will be an easement drafted, they worked out a retention area design to slow the water from the property to the catch basin on the seller's property and they want to create additional parking. They will work with the Building Inspector on zoning and what the property would allow before making further improvements. Pres. Schwab asked how many trailers, vehicles and various apparatuses would be stored. Julian stated one enclosed trailer, one trailer for hauling equipment and a van. They aren't sure on how they are going to utilize the building. Collin Johnson inquired on how the exterior space will be used, the type of equipment and the amount of equipment that would potentially be located on the property. Collin asked the board to potentially limit all exterior storage so that it directly associates with the operation of the business. Dan Herro asked if there would be protective fencing around the property. Julian responded they will be building a berm which will create a buffer between the properties. Collin stated the catch basin is located on the Northwest corner of the Spaeth property. It is a private stormwater, inlet and pipe so the capacity is not known. Pres. Schwab commented after paving, providing gravel and making improvements to the property, there will be more runoff. Collin commented the current inlet is not potentially a solve all solution to future improvements. Julian gave more information on the purpose of the berm.

Motion by Pres. Schwab, second by Dan Herro to recommend the Village Board approve the Conditional Use Permit – Affordable Green Homes – for the building and property as a storage facility subject to a formal easement regarding the stormwater and subject to, at this point, of a limit of no more than two trailers parked per Village Code and also per staff comments.

Vote: 4 ayes, 0 nays (1 Abstain, Tr. Kruepke). Motion carried

**4. Citizens to Address the Plan Commission**

Debbie Spaeth, N168 W21058 Main Street – Asked that the minutes reflect the property was not the Spaeth farm family homestead but the Kruepke homestead, it was her Mother's family and not her Father's. They did have a concern on the future of the water and will work with them on a future plan. She stated they would love to have Collin come over to look at it and go from there. They look forward to the new neighbors. Debbie gave information on the properties around them regarding buffers and would love to have a buffer on their backyard.

Pres. Schwab read Ord. Sec. 48-109, stated the Plan Commission is recommending approval and requested when they come to the Village Board meeting to have a plan for how the barrier is going to happen. Julian Laufer commented they would like to put in some arborvitaes throughout and, depending on the species, they grow roughly 14 to 15 feet tall and spread out eight to ten feet but could put more in. They want to plant trees in an environment that allows them to grow and come together.

Brian Feucht, 135 North 6<sup>th</sup> Avenue, West Bend – Commented that they are set to close on the property next week and asked if they were conditionally approved. John Walther responded the Plan Commission is a recommending body. Pres Schwab explained they are recommending to the Village Board that the use be approved but it is up to the Board to grant the approval.

**5. Adjourn**

Motion by Pres. Schwab, second by Jon Weil to adjourn.  
Vote: 5 ayes, 0 nays. Meeting adjourned at 7:29 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*  
Village Clerk

## RESOLUTION #19-21

---

### A RESOLUTION RECOGNIZING KENNETH W. KLUMB FOR HIS 60 YEARS OF ACTIVE SERVICE ON THE JACKSON FIRE DEPARTMENT

---

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

**WHEREAS**, Kenneth W. Klumb has served the Village of Jackson and the surrounding communities as a member of the Jackson Fire Department since June 1959; and

**WHEREAS**, he has played an important roll, as the Community and Fire Department have seen unprecedented growth during his 60 Years; and

**WHEREAS**, he has courteously, conscientiously, and intelligently served the Community working his way through the ranks to be Assistant Chief; and

**WHEREAS**, the citizens of the Community are safer because of his service,

**NOW, THEREFORE, BE IT RESOLVED** that the Village of Jackson honors Kenneth W. Klumb and expresses its deepest gratitude for his 60 years of active service to the Jackson Fire Department and for his dedication to the community.

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Vote: \_\_\_\_ Ayes \_\_\_\_ Nays Passed and Approved: \_\_\_\_\_

\_\_\_\_\_  
Michael E. Schwab - Village President

Attest: \_\_\_\_\_  
Jilline S. Dobratz - Village Clerk

Proof of Posting:

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

\_\_\_\_\_  
Village Official

\_\_\_\_\_  
Date

## RESOLUTION #19-22

---

### AUTHORIZING VILLAGE ADMINISTRATOR TO FILE CROSS-APPEAL OBJECTIONS WITH THE WISCONSIN STATE BOARD OF ASSESSORS

---

**WHEREAS**, manufacturing property owners of certain parcels in the Village of Jackson may from time to time file Objections to Manufacturing Real Estate Assessments with the Wisconsin State Board of Assessors for real property owned in the Village of Jackson; and

**WHEREAS**, manufacturing property owners owning manufacturing personal property in the Village of Jackson may from time to time file Objections to Manufacturing Personal Property Assessments with the Wisconsin State Board of Assessors for personal property owned in the Village of Jackson; and

**WHEREAS**, the Village relies on the State assessor's obligation to assess real property and personalty in accordance with Wisconsin Statutes, primarily, but not limited to Chapter 70 and Chapter 73; and

**WHEREAS**, the Village concurs with the consistency of the State's Assessment of real property and personalty; and

**WHEREAS**, the Village may, in response, wish to file Municipal Cross-Appeal Objections to those related objections; now

**THEREFORE, BE IT RESOLVED** that the Village Board authorizes the Village Administrator to periodically, when so warranted, complete, sign, and submit said Cross-Appeal Objections to the Wisconsin State Board of Assessors on behalf of the Village of Jackson.

Introduced by:\_\_\_\_\_

Seconded by:\_\_\_\_\_

Vote:\_\_\_\_\_Aye \_\_\_\_\_ Nay

Passed and Approved:\_\_\_\_\_

\_\_\_\_\_  
Michael E. Schwab – Village President

Attest:\_\_\_\_\_  
Jilline S. Dobratz – Village Clerk

Proof of Posting:

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

\_\_\_\_\_  
Village Official

\_\_\_\_\_  
Date

**DRAFT MINUTES**  
**Village Board Meeting**  
**Tuesday, July 9, 2019 at 7:30 p.m.**  
**Jackson Village Hall**  
**N168 W20733 Main Street**  
**Jackson, WI 53037**

**1. Call to Order and Roll Call.**

Pres. Schwab called the meeting to order at 7:30 p.m.

Members Present: Trustees Emmrich, Kruepke, Kurtz, Lippold, Malcolm and Olson.

Staff present: Collin Johnson, Brian Kober, Chief Swaney, Kelly Valentino, John Walther and Jilline Dobratz.

**2. Pledge of Allegiance.**

Pres. Schwab led the assembly in the Pledge of Allegiance.

**3. Any Village Citizen Comment on an Agenda Item.**

None.

**4. Public Hearing – Planned Unit Development Amendment (PUD) – Sign – Cobblestone Meadows**

Pres. Schwab opened the Public Hearing.

Dirk Wildt, Cobblestone Builders, stated it is a beautiful sign.

Pres Schwab closed the Public Hearing.

Motion by Pres. Schwab, second by Tr. Emmrich to approve the Planned Unit Development Amendment (PUD) – Sign – Cobblestone Meadows per staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

**5. Public Hearing – Proposed Discontinuation of a Public Way – Sylvester Circle**

Pres. Schwab opened the Public Hearing. No one spoke. Pres Schwab closed the Public Hearing.

**6. Resolution #19-19 – Discontinue Public Way – Sylvester Circle**

Motion by Pres. Schwab, second by Tr. Olson to approve Resolution #19-19 – Discontinue Public Way – Sylvester Circle.

Roll Call Vote: 7 ayes, 0 nays. Motion carried.

**7. Resolution #19-15 – Existing Employer Update Resolution Wisconsin Public Employers' Group Health Insurance Program**

John Walther commented the Department of Employee Trust Funds group is requiring this to be adopted in order to be participants in the program. No changes for the employees.

Motion by Tr. Olson, second by Tr. Emmrich to approve Resolution #19-15 – Existing

Employer Update Resolution Wisconsin Public Employers' Group Health Insurance Program.

Vote: 7 ayes, 0 nays. Motion carried.

**8. Developer Agreement – Premier Rosewood Jackson LLC – Rosewood Lane Multi-Family Development**

Motion by Pres. Schwab, seconded by Tr. Kruepke to approve the Developer Agreement – Premier Rosewood Jackson LLC – Rosewood Lane Multi-Family Development.  
Vote: 5 ayes, 2 nays (Tr. Emmrich and Tr. Lippold). Motion carried.

**9. Approval of Minutes for the Village Board Meeting of June 11, 2019.**

Motion by Tr. Malcolm, second by Tr. Lippold to approve the Village Board Minutes of June 11, 2019.

Vote: 7 ayes, 0 nays. Motion carried.

**10. Approval of Licenses**

- Hotel/Motel Licenses: AMA Hospitality, Inc./Comfort Inn & Suites, Jackson Main Street Motel
- Operators Licenses:
  - East Side Mart: Nicole E. Frakes
  - Latest Edition: Nichole Buth, Mari B. Hicks, Kelly S. Winterbottom
  - Village Mart: Meghan L. Anderson
  - Walgreen's #11676: Scott M. Badura, Lori A. Ditter, Taylor C. Wells
- Tattoo/Body Piercing Establishment License: Event Horizon
- Tattoo/Body Piercing Operators Licenses:
  - Event Horizon: Rich T. Malnory, Brandi A. Stam

Motion by Tr. Lippold, second by Tr. Emmrich to approve all the licenses as presented.

Vote: 6 ayes, 0 nays, 1 abstain (Tr. Kruepke). Motion carried.

**11. Budget & Finance Committee**

- Review of Quotes on Creating a Yard Waste and Drop-Off Site  
Motion by Pres. Schwab, second by Tr. Lippold to approve Quotes on Creating a Yard Waste and Drop-Off Site in an amount of \$26,189.00 with Fence Erectors. Tr. Emmrich questioned if this would include yard cards and if there will be a cost for the cards. Brian Kober stated the quote includes the cards and a policy will be discussed at the next Board of Public Works meeting. A proposal will come before the Board in August. Discussion on labor savings and usage by residents.

Vote: 7 ayes, 0 nays. Motion carried

Motion by Pres. Schwab, second by Tr. Lippold to approve the paving quote with regard to this project in the amount of \$56,580.00 to Johnson and Sons Paving Co.

Vote: 7 ayes, 0 nays. Motion carried

**12. Plan Commission**

- **Concept Plan – Jackson Development – Stonewall & Georgetown Drive**  
Motion by Pres. Schwab, second by Tr. Emmrich to approve Concept Plan – Jackson Development – Stonewall & Georgetown Drive per Plan Commission recommendation per staff comments.  
Tr. Malcolm inquired on what changes were made. Kurt Henning, H & R Construction, commented there will be 20 less units and more green space. He gave history on the project that was started in 2008. Kurt explained the road access and stated he would like to have commercial buildings on the front part that would face Highway 60. He asked the Board what they would like to see, commercial or residential? The Board made comments on commercial space.  
Vote: 7 ayes, 0 nays. Motion carried.

- **Certified Survey Map – William Holz**

Pres. Schwab commented there was no recommendation on this item from Plan Commission. Additional information was provided this evening. Brian Kober stated technically it is not a Certified Survey Map (CSM) it is a concept of a CSM. It doesn't provide any street frontage and is against the Village Code to create this.

Motion by Pres. Schwab, second by Tr. Kurtz to deny the proposed land division and the proposed Certified Survey Map – William Holz.

Vote: 7 ayes, 0 nays. Motion carried.

- **Developer Agreement – Landscape Plan – Maplewood Farms**

Pres. Schwab stated this came from Plan Commission with the understanding that the variety of trees would be interspersed throughout the property instead of having the same type of tree in one area.

Motion by Pres. Schwab, second by Tr. Emmrich to approve Developer Agreement – Landscape Plan – Maplewood Farms per Plan Commission recommendation.

Vote: 7 ayes, 0 nays. Motion carried.

- **Review of Sign Banner Ordinance**

Motion by Pres. Schwab, second by Tr. Malcolm to approve the Sign Banner Ordinance per Plan Commission recommendation allowing up to 90 days of banner signs at a fee of \$60.00 per 30-day increment, one banner per property per year with no other changes to the sign ordinance at this time.

Tr. Lippold inquired about various Village banners and their compliance. Collin Johnson stated permits are obtained at no fee. The Parks & Recreation and Police Departments submit applications for their permits.

Vote: 7 ayes, 0 nays. Motion carried.

### **13. Board of Public Works**

- **Resolution #19-16 Adopting 2018 CMAR Jackson Sewer Utility**

Motion by Tr. Olson, second by Tr. Lippold to approve Resolution #19-16 Adopting 2018 CMAR Jackson Sewer Utility.

Vote: 7 ayes, 0 nays. Motion carried

- **Review of REU Calculation for St. Joseph Hospital Ambulatory Surgery Center Addition**

Motion by Pres. Schwab, second by Tr. Lippold to accept the Board of Public Works recommendation to accept the REU Calculation for St. Joseph Hospital Ambulatory Surgery Center Addition.

Tr. Olson inquired on how often usage is checked. Brian Kober explained the usage is periodically checked and they will watch it closely.

Vote: 7 ayes, 0 nays. Motion carried

### **14. Joint Parks & Recreation.**

- **Rental Agreement – Democratic Party of Washington County – Spaghetti Dinner Fund-Raiser – October 13, 2019**

Kelly Valentino stated they have been doing this for many years and aren't charged.

Motion by Pres. Schwab, second by Tr. Malcolm to approve Rental Agreement – Democratic Party of Washington County – Spaghetti Dinner Fund-Raiser – October 13, 2019.

Vote: 7 ayes, 0 nays. Motion carried.

**15. West Bend School District - Update**

None.

**16. Proposed Municipal Building - Update**

Ron Dalton and Cory Scheidler were present from Cedar Corporation. Updated plan designs were distributed. Cory reported they have continued to work on the design. Some minor modifications have been made to parking, the layout and flow of traffic. Kris Dressler went out on tours for two days with Police, Fire and Village staff. The Police Department toured Baraboo and De Forest last week. They are working on construction estimates and concrete products. Details will continue to be added and reported back to the Board.

**17. Departmental Reports.**

Parks and Recreation Director Kelly Valentino reported the Little Tikes photo shoot took place today. The Hickory Lane playground was selected to be showcased in all the Little Tikes commercial catalogs, 24 Jackson kids participated. The catalog will be produced in January. Little Tikes will be donating large photographs that will be put up in the Community Center. The playground is getting a lot of use.

Fire Chief Aaron Swaney has been working on flex staffing, it's in the final stages. The medical Doctor needs to approve the plan and is working on details with the attorney.

Police Lieutenant Todd Fristed, stated the Jackson Police Department is hosting there first National Night Out on August 6, 2019 from 5:00 p.m. to 8:00 p.m.

**18. Mid-Moraine Municipal Association Report**

No report.

**19. Washington County Board Report**

No report.

**20. Greater Jackson Business Alliance Report**

No report.

**21. Citizens to Address the Village Board**

None.

**22. Adjourn.**

Motion by Pres. Schwab, second by Tr. Emmrich to adjourn.

Vote: 7 ayes, 0 nays. Meeting was adjourned at 8:08 p.m.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*  
Village Clerk

# Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ N/C Application Date: 8/7/2019  
☐ Town ☒ Village ☐ City of Jackson County of Washington

The named organization applies for: (check appropriate box(es).)

- ☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.  
☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 9/7/2019 and ending 9/7/2019 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

## 1. Organization (check appropriate box) →

- ☐ Bona fide Club ☐ Church ☒ Lodge/Society  
☐ Chamber of Commerce or similar Civic or Trade Organization  
☐ Veteran's Organization ☐ Fair Association

(a) Name Cedar Creek Farmers, Wash. Co. Land + Conserv., Village of Jackson  
(b) Address 333 E. Washington St., Suite 2300, West Bend, WI. 53095  
(Street) ☒ Town ☒ Village ☒ City County

(c) Date organized N/A

(d) If corporation, give date of incorporation N/A

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

### (f) Names and addresses of all officers:

President AL Schmidt, West Bend

Vice President Ross Bishop, Jackson

Secretary Stephanie Egner, Jackson

Treasurer Termy Kohl, Hubertus

(g) Name and address of manager or person in charge of affair: Stephanie Egner, Secretary  
N170W19777 Willow Ridge Dr. JACKSON, WI 53037

## 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number (New multipl Bldg. site) N168 W19677 main St., Jackson

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Do premises occupy all or part of building? NO

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Field area w/ tents (Flyer + layout attached)

## 3. Name of Event

(a) List name of the event Cedar Creek Community Connection - watershed event

(b) Dates of event Saturday, Sept. 7, 2019

## DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer Stephanie Egner Aug 7, 2019 Cedar Creek Farmers  
(Signature/date) (Name of Organization)

Officer \_\_\_\_\_  
(Signature/date)

Date Filed with Clerk August 7, 2019 Date Reported to Council or Board August 13, 2019

Date Granted by Council \_\_\_\_\_ License No. \_\_\_\_\_

# Cedar Creek Community Connection

*Improving Land for Cleaner Waters*



## Saturday, September 7, 2019

### 1pm - 5pm

N168 W19677 Main Street (Hwy 60), Jackson



*An agricultural and urban event educating those that live in the village, live out in the country, or live on the farm.*



### AGRICULTURAL

- 💧 Soil Education Tunnel
- 💧 Rainfall Simulator
- 💧 Soil Horizon Pit & Cover Crop Plots
- 💧 Healthy Soils Experiments
- 💧 Nutrient/Fertilizer Management
- 💧 No-Till Farm Equipment & Tractors
- 💧 Water Infiltration & Land Use

### URBAN

- 💧 EnviroScape
- 💧 Backyard Conservation
- 💧 Respect Our Waters Campaign
- 💧 Critters of a Healthy Stream
- 💧 Village Leaf Collection & Composting
- 💧 Street Cleaning Equipment
- 💧 Wastewater Treatment Process



**In the Field, Hands-On Activities for Kids and Adults**  
Entertainment, Food & Refreshments - FUN FOR ALL!



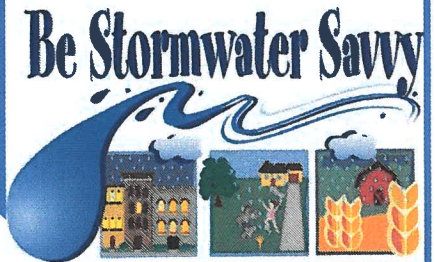
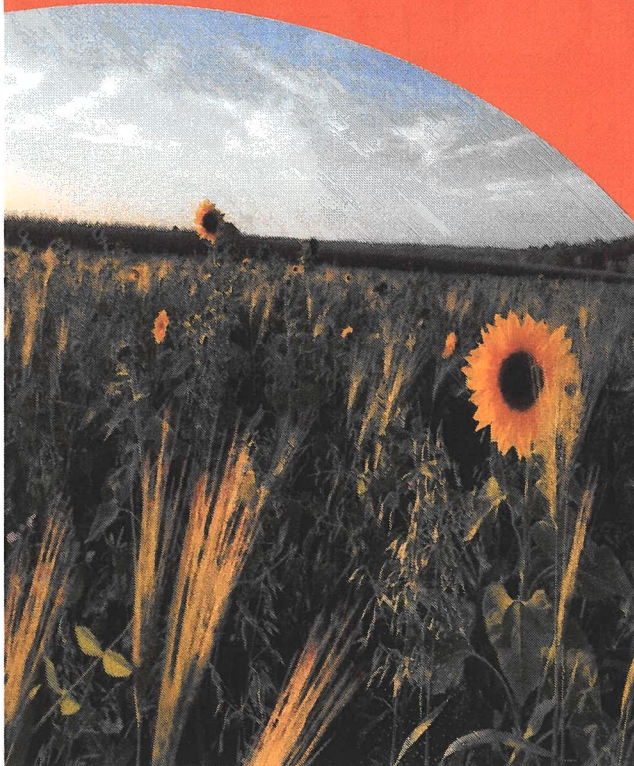
# Improving Land for Cleaner Waters

Schreiber.



## Field Day Partners

Badger State Waste  
Cedar Lake Conservation  
Foundation  
Clean Wisconsin  
Clearas  
Dodge County LCD  
Envirotech  
Fund for Lake Michigan  
Helena  
Lamm Gardens  
Milwaukee Metropolitan  
Sewerage District  
Milwaukee Riverkeeper  
Mulcahy/Shaw  
National Fish & Wildlife  
Foundation  
Riveredge Nature Center  
Sweet Water  
The Conservation Fund  
USDA-NRCS  
UW-Extension  
WI-DATCP



Don't let a good drop go bad!

# Cedar Creek Community Connection

**Saturday  
September 7, 2019**

**1pm - 5pm**



**In the field, hands-on, agricultural and urban event educating families that live in the village, out in the country, or on the farm.**

**Talk with the farmers of the Cedar Creek Watershed! Learn about their soil conservation efforts to improve water quality and help protect our surface and groundwater resources.**

Soils, tractors, crops and equipment will be fun hands-on learning experiences!

### **Agricultural Connection - Tent 1**

- Soil Education Tunnel
- No-Till Farm Equipment & Tractors (back)
- View What's Below Our Feet - Soil Pit
- Rainfall (Runoff) Simulator
- Nutrients & Fertilizers - What Crops Need
- Farmer Experiments - My Soil Is "Alive"!
- Water Infiltration & Land Use
- Cover Crops & Healthy Soils (right & back)

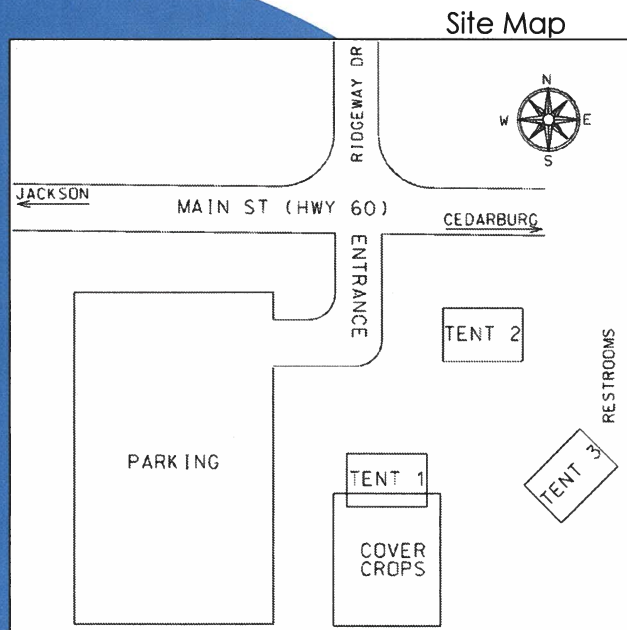


**The Village of Jackson, Riveredge Nature Center, Milwaukee Riverkeeper, Sweet Water, Lamm Gardens, along with many others, will share their knowledge of urban conservation practices.**

Activities regarding watershed "runoff", stormdrains, leaf pollution, bugs in the stream, and how your flushed water is treated will open your eyes to every day conservation.

### **Urban Connection - Tent 2**

- Enviroscope (top)
- Backyard Conservation
- Respect Our Waters Campaign
- Critters of a Healthy Stream
- Village Leaf Collection & Composting (right)
- Street Sweeping Equipment
- Waste & Wastewater Treatment Processes
- Stormwater...Where Does It Go? (left)



**In the field, hands-on educational activities for kids & adults!**

### **Entertainment, Food & Refreshments - Tent 3**

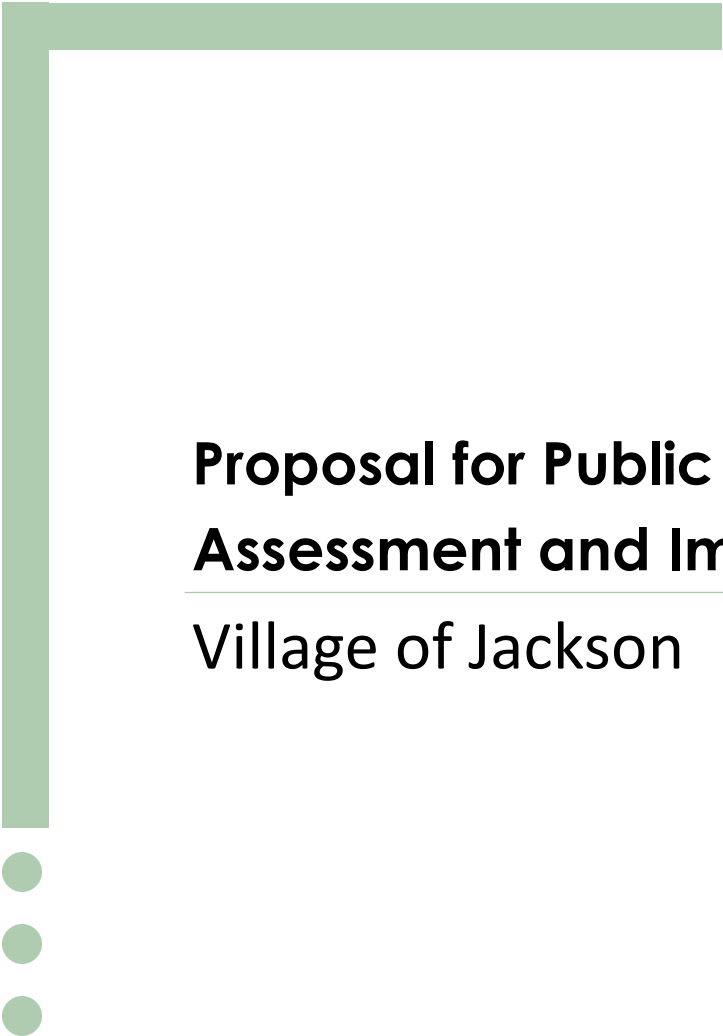


**N168W19677 Main Street, Jackson**

**(Formerly known as the Schmahl Farm)**

Licenses: August 13, 2019 Village Board Meeting

| Name                       | Establishment              | Police Chief Recommendation |
|----------------------------|----------------------------|-----------------------------|
| <b>OPERATOR'S LICENSES</b> |                            |                             |
| Michael A. Castelow        | East Side Mart             | Approval                    |
| Nikki E. Hennen            | East Side Mart             | Approval                    |
| Elise C. Serchen           | East Side Mart             | Approval                    |
| Renee E. Fisher            | Jackson Parks & Recreation | Approval                    |
| Angela Jeske               | Jackson Parks & Recreation | Approval                    |
| Jessica L. Loomans         | Jackson Parks & Recreation | Approval                    |
| Kelly A. Valentino         | Jackson Parks & Recreation | Approval                    |
| Charles E. Shepherd        | Village Mart               | Approval                    |
| Elliot R. Kloss            | Walgreen's #11676          | Approval                    |
| Richard P. Vaillancourt    | Walgreen's #11676          | Approval                    |



# **Proposal for Public Facilities Needs Assessment and Impact Fee Study**

---

Village of Jackson

Submitted by Trilogy Consulting, LLC

---

June 20, 2019



# Table of Contents



---

|                    |    |
|--------------------|----|
| Firm Overview      | 3  |
| Technical Approach | 4  |
| Scope of Services  | 5  |
| Project Experience | 11 |
| Principal Resumes  | 15 |
| Project Budget     | 20 |
| Project Timeline   | 21 |

# Firm Overview



Trilogy Consulting, LLC offers local governments and utilities an objective, independent perspective on planning, administrative and financial issues. Our core services include impact fees; sewer, storm water and water user charge rate studies and financial plans; utility customer demand studies; funding for capital improvement plans; economic feasibility studies; ordinance preparation; intergovernmental cooperation studies and agreements; and specialized economic and policy analysis.

## Contact Info

169 E. Wisconsin Ave., Suite R  
Oconomowoc, WI 53066  
Phone: 920-723-2169  
Fax: 262-436-2102  
Email: [egranum@trilogy-llc.com](mailto:egranum@trilogy-llc.com)

Trilogy was formed in November 2011 and is jointly owned by our principals, Erik Granum and Christine DeMaster (formerly Cramer). Erik and Christine have 33 years of experience working with dozens of municipalities on a wide variety of issues related to managing, operating, regulating and funding local government infrastructure and services. We do not have any additional staff at this time, so all of our consulting services are provided by our principals. As owners of the company, we are passionate about providing excellent customer service and the highest quality work.

Prior to forming Trilogy Consulting, Christine was a consultant with Ruekert/Mielke from 1997 to 2011; Erik was a consultant with Ruekert/Mielke from 2007 through 2011. During that time and since forming Trilogy, we also prepared periodic statewide surveys of the use of impact fees by Wisconsin municipalities, gave seminars on the use of impact fees, and successfully implemented dozens of impact fees and impact fee updates for municipalities throughout the state. We are highly qualified and experienced to assist Wisconsin municipalities with any impact fee analysis or question.

Trilogy Consulting, as well as each of our principals, is a registered municipal advisor with the Securities Exchange Commission and Municipal Securities Rulemaking Board. As registered municipal advisors, we provide independent advice to our client communities regarding potential funding and financial plans.

# Technical Approach



In 1999, the Village of Jackson had its first comprehensive public facilities needs assessment and impact fee study prepared. The Village was anticipating the need for substantial improvements to its water, sewer, and parks facilities to accommodate increasing demands for services from new development. In 2011, the Village prepared a new Water System Needs Assessment and Impact Fee Study. The study included an additional needs assessment and impact fee study for a new police/fire facility, as well as changing the sewer fee from an impact fee to a service (or connection) fee. New fees were adopted on the basis of this study, including an indexing of fees to the Consumer Price Index for the police/fire facility fee.

Given the length of time since the impact fee studies were prepared, the growth that has occurred in the Village, and the preparation of new facility plans, it is important to re-evaluate these fees to ensure that they reflect anticipated facilities needs and costs and development patterns in the Village. For this public facilities needs assessment and impact fee study update, our technical approach will include the following:

- Consistent application of explicit service level standards to current and future development to determine current deficiencies—Wisconsin Statutes 66.0617 requires the identification of explicit service level standards. In order to ensure that costs needed to bring existing facilities up to the desired standards are not included in the impact fees, it is important to apply the same standards to existing development and determine the amount of public facilities capacity that would be needed to provide the same service level to existing development.
- Identification of the maximum amount eligible for recover through impact fees—our study will identify the maximum that could be charged under existing impact fee statutes. The Village may choose to collect a lower amount for any or all of the fees as a matter of policy.
- Utilization of any recently completed studies for police/fire and parks facilities and the ongoing water supply planning for service level standards and future facilities and costs—these plans provide substantial detail regarding the needed facilities and costs that can be incorporated into the impact fee study.
- Recommendations for application of prior years' impact fee revenues and interest earnings—the properties that have paid impact fees over the past years are now 'existing' development. There are several options for applying fees paid in by previous developments, which we will discuss with Village staff to determine the approach that is a best fit for the Village.
- Identification of the percentage of project costs for each recommended project that is eligible to be paid for with impact fees—we will identify the percentage of each project that will be eligible for recovery through impact fees based on the desired fee level and method for applying previously paid fees. This is important as a guide for the Village in applying impact fee revenues to cash finance projects or pay debt service.

# Scope of Services



---

## **Task 1: Inventory and Identification of Existing Deficiencies**

1. Kickoff meeting
  - a. At commencement of the project, we will conduct a kickoff meeting with Village staff to discuss study objectives, project schedule, points of contact, information necessary and available to complete the study, desired changes to the impact fees, if any, and other pertinent information.
  - b. As part of this kickoff meeting, an important point of discussion will be the planning horizon for the updated impact fees. The previous impact study did not identify a specific timeline for project construction or development. The ordinance states that fees will be collected until the time at which projects are paid. Our approach will be to reconcile fees collected since 1999 to ensure fees have been applied appropriately and determine how much more will be needed. As a starting point, an estimated planning horizon for the update of the fees would be approximately 2040, but this could be refined.
2. Information gathering and review
  - a. Prior to the kickoff meeting, we will provide Village staff with a preliminary list of requested information, and may change the information requested based on discussions at the kickoff meeting regarding data availability.
  - b. Following initial review of the information, we will confer with Village staff to clarify any information as needed, and to discuss the following:
    - i. Any known factors that may affect the future pace of development for the Village;
    - ii. Any updated plans for parks facilities;
    - iii. The current status of fire and police staffing and facilities and plans for construction of a new combined facility, and the potential need for implementing separate fees for police vs. fire facilities;
    - iv. Future water system improvements and the potential for including a portion of the project costs in the water impact fee.
    - v. Any plans for expanding the WWTP or other projects that could be included in the sewer service fee.
3. Population and Development Forecasts
  - a. The following types of population and development forecasts will be required to update the three impact fees:
    - i. Population
    - ii. Households
    - iii. Increase in property value from residential development
    - iv. Acres and square footage of nonresidential development
    - v. Increase in property value from nonresidential development
    - vi. New Residential Equivalent Units (REUs) from new water and sewer customers
  - b. A trend analyses of historic growth in population and households, nonresidential development, residential and nonresidential property values, number of new water utility customers

# Scope of Services



by meter size and water usage per customer by customer class, and residential and nonresidential impact fee revenues from adoption of each fee through 2018 will be prepared, based on available data.

- c. Development forecasts will be prepared for the selected planning horizon, including all of the elements identified above.
  - i. The ongoing water system master planning will be utilized for water and sewer demand, based on specific areas of planned development throughout the Village. This plan and the Village Comprehensive Plan will be used as a primary source of information for the development projections. However, these projections may be adjusted as necessary based on the actual pace of development experienced in the past in order to develop more conservative projections for purposes of developing impact fees.
  - ii. Projections of residential and nonresidential property value and REUs will be developed using the base projections of population, housing, nonresidential development and water demand, and factors developed from the trend analysis.
- 4. Parks
  - i. Prepare an updated inventory of park land and facilities.
  - ii. Calculate an updated service level standard based on current park facilities and plans laid out in the Village Parks and Open Space Plan.
  - iii. Identify park facilities that are currently deficient in capacity, as measured by the level of service provided, or in physical condition as identified by Village staff.
- 5. Police / Fire
  - i. Prepare an inventory of information regarding current actual, current recommended, and projected staffing levels and number of vehicles, and a description of existing deficiencies in facility space, based on discussions with Village staff.
  - ii. Prepare an inventory of planned facility space.
  - iii. Calculate an updated service level standard for square feet per employee based on the design standard.
  - iv. Apply the service level standard to the current recommended staffing level to calculate the total square feet of deficiency in current facilities (space needed to provide the desired service level vs. actual facility space currently provided).
- 6. Water Facilities
  - i. Since the water system master planning will include a detailed inventory of existing water supply facilities and analysis of existing deficiencies, this impact fee study update will summarize this information with reference to the water study for more detailed information.
- 7. Sewer Facilities
  - i. Update information regarding capacity of the current WWTP, the definition of an REU and any additional plans for future service, in conjunction with the update of the water facilities information.

# Scope of Services



---

## **Task 2: Needs Assessment and Identification of Costs Attributable to Future Development**

1. Parks
  - i. Update the capital costs for the proposed future park facilities with cost estimates supplied by the Village or from comparable park projects that have been completed.
  - ii. Determine the percentage of facilities attributable to serving existing development versus the percentage of facilities attributable to serving future development. This analysis may be conducted separately for each park type.
    - a. For those park facilities for which there is no existing deficiency, the entire capacity of the new or expanded park may be considered attributable to serving future development.
    - b. For those park facilities where there is an existing deficiency, the proportionate share of the expanded facilities attributable to serving new development will be determined based on future increase in residential development.
  - iii. Determine the proportionate share of costs attributable to the need to serve new development.
    - a. Apply the percentages of facilities attributable to serving future development to the estimated costs for new facilities.
    - b. Depending on the park type, the share of the cost attributable to new development may also be reduced by the estimated cost to replace existing facilities.
2. Police / Fire
  - i. Under Task 1 above, the total square feet of existing deficiency in police/fire facilities will be determined. The share of the recommended new facilities space attributable to the need to serve future development will be calculated by subtracting the amount of space that will be replacing existing facilities and the amount of space required to remedy existing deficiencies in facility space. The proportionate share needed to serve future development will be net space available to serve future development as a percentage of the total recommended facilities.
  - ii. Cost estimates for the recommended new facilities will be compiled from any existing plans and discussions with Village staff regarding any known additional or updated costs.
  - iii. The proportionate share of the cost attributable to the need to serve new development will be determined by applying the percentage share of facility space to the estimated cost of the new facilities.
3. Water Utility and Sewer Utility
  - i. The ongoing water system master planning will guide the appropriate facilities to include in the calculation of the impact fee, and if there are any existing deficiencies that will need to be considered.
  - ii. We will discuss these projects with Village staff to determine how much of the cost of these projects, if any, will not be borne by developer contributions or special assessments, and could therefore be included in the updated water impact fee.
  - iii. Costs for the recommended facilities will be taken from the master plan.
  - iv. The proportionate share of the cost of recommended facilities that is attributable to the

# Scope of Services

need to serve future development will include the percentage of the recommended new facilities, if any, identified as attributable to serving future development, multiplied by the estimated cost for those facilities. The water impact fee may include a share of the cost of water main extensions to serve new development that will not be covered by developer contributions or special assessments if desired by the Village.

## **Task 3: Develop Recommended Impact Fees**

1. The total amount of the cost for each of the facilities that is recommended to be recovered through impact fees from future development will be determined based on three factors: 1) the proportionate share of the cost identified as attributable to the need to serve future development as identified under Task 2; 2) the amount of that maximum eligible cost that the Village desires to recover through impact fees; and 3) the amount of impact fee revenues and interest earnings accrued by the Village since the fees were first imposed.
  - i. For all four of the facilities to be addressed in this update, the Village has been collecting impact fees for 10 or more years. Therefore, an important consideration for this update is how to treat the fee revenues and accrued interest earnings.
  - ii. In light of the above factors, we will identify, explore, and discuss with Village staff various alternatives for determining the amount of the eligible costs to recover, as well as the treatment of past impact fee revenues.
2. The total amount to be recovered from impact fees imposed on future development will be allocated to new development in the following manner for each facility type:
  - i. Parks—Consistent with the 2011 study, costs will be allocated between future single family residential and multi-family residential development based on the estimated growth from and household size of each type of development.
  - ii. Police / Fire—Consistent with the 2011 study, costs will be allocated between future single family residential, multi-family residential, and non-residential development. The basis of the allocation may be altered based on discussions with Village staff, but will likely include percentages derived from the percentage of equalized value from each category of development.
  - iii. Water Utility and Sewer Utility—Currently, the water impact fee was calculated based on Residential Equivalent Units (REUs), which is a measure of water use equivalent to the average daily use of a typical single family household, defined as 3 persons per household or 300 gallons per day per REU. For this impact fee update, the definition of a REU will be updated to more accurately reflect current water and sewer use.
3. A recommended schedule of fees for residential, commercial and industrial development will be prepared as follows:
  - i. Parks
    - a. Residential fees—fees per dwelling unit for single family and multi-family residential units will be calculated based on costs allocated to each category of development divided by anticipated units of development.
  - ii. Police / Fire

# Scope of Services



- a. Residential fees—fees per dwelling unit for single family and multi-family residential units will be calculated based on costs allocated to each category of development divided by anticipated units of development.
  - b. Nonresidential fees—fees per square foot of building space will be calculated based on costs allocated to non-residential development (by category if desired), divided by the forecast square footage of future development by category.
- iii. Water Utility and Sewer Utility
  - a. Discuss the current fee structure and the underlying assumptions with Village staff, and agree upon a methodology for calculating the recommended fees. This will involve performing an updated analysis of water usage per REU.
  - b. Review the assumptions for water usage used to set the current fee structure.
- 4. The impacts on housing affordability in the Village of Jackson of imposing the recommended fees will be evaluated as follows:
  - i. The recommended fees will be combined to determine the total cumulative fees per single family home.
  - ii. The impacts on housing affordability will be evaluated based on the following types of criteria:
    - a. Median household income in the Village of Jackson and the percentage of households that fall within various income categories.
    - b. The maximum affordable monthly housing costs based on various percentages (100%, 80%, 60%, 40%) of median household income.
    - c. Percentage increase in household income that would be required to afford housing with the total proposed impact fees, assuming the fees are passed along to home buyers.
    - d. Percentage of existing housing in the Village that falls into various cost categories.

## **Task 4: Report Preparation**

1. Prepare a draft report summarizing the fee calculations and supporting documentation needed to meet the requirements of Wisconsin Statutes.
2. Submit an electronic draft copy of the report for Village staff review and comment.
2. Attend one meeting with Village staff to review the draft report
3. Make any agreed upon edits to the report as necessary.
4. Prepare a final written report and submit an electronic PDF version to the Village.

## **Task 5: Implementation Assistance**

1. Prepare presentation materials for a meeting with the Board of Public Works.
2. Attend one meeting of the Board of Public Works to answer questions related to the proposed fees. Additional meetings will be considered additional work.
3. Review the Village prepared draft amendment to Chapter 2 of the Municipal Code to implement the recommended fees.
4. Attend the required public hearing of the Village Board to answer questions.

# Scope of Services



---

## Meetings and Presentations

1. Two in-person meetings with Village staff: one kickoff meeting and one additional in person meetings.
2. Teleconferences as necessary throughout the study.
3. One meeting with the Village Board to answer questions related to the study and the recommended fees. Additional meetings will be considered additional work.
4. Attendance at the Public Hearing to answer questions related to the recommended fees (it is anticipated that this would be concurrent with the above Village Board meeting).
5. Electronic copy of a draft report for review and comment from City staff.
6. A final written report and all supporting documentation and analysis, in electronic form.

# Experience



---

## City of Oconomowoc—2019

In 2018 and 2019, Trilogy prepared a public facilities needs assessment and impact fee study for **Water, Streets, and Law Enforcement** facilities to update projects and estimated costs in the existing ordinance. The City adopted the needs assessment and ordinance that updated these fees in April, 2019. The needs assessment and impact fee study update eliminated the impact fee for water facilities and revised the costs and projects included in the fees for streets and a new law enforcement building. Trilogy's services for this project were to prepare an amendment to the public facilities needs assessments in compliance with Wisconsin Statutes 66.0617 and presentations to the Finance Committee and City Council.

### Reference:

Sarah Kitsembel, Administrator  
174 East Wisconsin Avenue  
Oconomowoc, WI 53066  
(262) 569-2183  
skitsembel@oconomowoc-wi.gov

## Village of Menomonee Falls—2017

In 2017, Trilogy prepared an amendment to the public facilities needs assessment and impact fee study for **Sanitary Sewer, Parks, and Fire** facilities to include additional projects and estimated costs in the needs assessment. The Village adopted the amendment to the needs assessment in October, 2017. The amended needs assessment and impact fee study will allow the Village to apply impact fee revenues to additional projects that were not anticipated when the impact fee study was previously updated in 2014. Trilogy's services for this project were to prepare an amendment to the public facilities needs assessments in compliance with Wisconsin Statutes 66.0617.

### Reference:

Tom Hoffman, Director of Engineering  
W156 N8480 Pilgrim Rd  
Menomonee Falls, WI 53051  
(262) 532-4400  
THoffman@menomonee-falls.org

## Village of Sussex—2015

**Library Impact Fee**—In 2015, the Village retained Trilogy Consulting to prepare a public facilities needs assessment and impact fee study for a significant expansion and remodeling of its Library. Because the

# Experience



project included both remodeling and expansion of the existing library as part of construction of a larger combined Village Hall and Library facility, the study required a detailed analysis to determine the proportionate share of costs attributable to future development. Trilogy's services included preparation of a public facilities needs assessment in compliance with Wisconsin Statutes 66.0617, preparation of a draft ordinance to implement the fee, and attendance at the Village Board meeting and public hearing to present the proposed fees and answer questions. In April, 2015, the Village Board approved a library impact fee of \$800 per single family residence, with an annual increase of 8 percent per year until the fees reach the recommended amount of \$1,966 per single family household.

**Park Impact Fee**—In 2015, the Village also retained Trilogy to prepare an update to its public facilities needs assessment for park facilities based on its updated Comprehensive Outdoor Recreation Plan. Due to the increase in facilities costs for parks, the total amount of impact fee eligible costs would have resulted in a fee that was significantly higher than the fees in place in 2015. In November 2015, the Village Board adopted a schedule of annual increases of 4 percent per year until the fees reach the recommended amount of \$3,706 per single family household.

Trilogy's services for both of these impact fees included preparation of a public facilities needs assessment in compliance with Wisconsin Statutes 66.0617, preparation of a draft ordinance to implement the fee, and attendance at the Village Board meeting and public hearing to present the proposed fees and answer questions.

## Reference:

Jeremy Smith, Village Administrator  
N64 W23760 Main Street  
Sussex, WI 53089  
(262) 246-5200  
JSmith@villagesussex.org

## City of River Falls—2014

In 2014, Trilogy Consulting prepared an update to the City's **Water Facilities Public Facilities Needs Assessment and Impact Fee Study**. The water impact fee was initially implemented in 2002, and was updated in 2004, 2006, and 2009. Based on Trilogy's recommendations, the City adopted a new schedule of water impact fees per meter size in October 2014. The fee per residential equivalent connection (REC) was increased from \$1,721 to \$2,226. Trilogy's services for this project included preparation of a public facilities needs assessment and impact fee study in compliance with Wisconsin Statutes 66.0617, assistance drafting substantial revisions to the City's impact fee ordinance, attendance at meetings of the Utility Advisory Board and the City Council to present the proposed fee, and attendance at the required public hearing.

# Experience



---

## Reference:

Julie Bergstrom, Assistant City Administrator/Finance Director  
222 Lewis Street  
River Falls, WI 54022  
(715) 426-3416  
JBergstrom@RFCITY.org

### Village of Menomonee Falls—2014

In 2014, Trilogy Consulting prepared an update public facilities needs assessment and impact fee study for the Village of Menomonee Falls. The study recommended a decrease in the **Parks Facilities Impact Fee**, an increase in the **Water Facilities Impact Fee**, a decrease in the **Sanitary Sewer Facilities Impact Fee**, and a decrease in the **Fire Facilities Impact Fee**. In January, 2015, the Village Board adopted the recommended impact fees. Trilogy's services for this project included preparing the public facilities needs assessment and impact fee study in compliance with Wisconsin Statutes 66.0617, assisting with an amendment to the Village's impact fee ordinance, and attending the Village Board meeting and public hearing to present the study and answer questions.

## Reference:

Tom Hoffman, Director of Engineering  
W156 N8480 Pilgrim Rd  
Menomonee Falls, WI 53051  
(262) 532-4400  
THoffman@menomonee-falls.org

### Village of Mukwonago—2013

In 2013, the Village adopted increased **Police Impact Fees**, **Fire Impact Fees**, **Library Impact Fees**, and **Water Impact Fees**, and reduced **Sanitary Sewer Impact Fees**, based on recommendations from Trilogy Consulting. The Village's fees were initially imposed in 2002 and 2003, and an important part of this update was determining the implications for public facilities needs of significant changes in population and development projections. The 2002/2003 studies were based on projections of three-fold growth of the Village by 2020 through annexations. The updated projections assumed growth of about 40 percent between 2000 and 2030.

Trilogy's services for adoption of the new fees included updating development projections and costs for future facilities; preparing the report required under Wisconsin Statutes 66.0617; updating the impact fee ordinance; presenting the recommendations to the Village Board and providing support for the public

# Experience



---

hearing. Trilogy also created an impact fee tracking worksheet for each fee to document expenditures for projects completed since the fees were adopted. Using this worksheet, the Village was able to verify that it was in compliance with time limits for expending impact fee revenues on the capital costs for which the fees were imposed; and that in fact some of the funds in the impact fee accounts could have been applied to past project costs or debt service.

Reference:

Diana Doherty, Finance Director  
440 River Crest Court  
P.O. Box 206  
Mukwonago, WI 53149  
(262) 363-6420 ext. 2101  
ddoherty@villageofmukwonago.com

# Christine A. DeMaster

Principal / Senior Consultant

169 E. Wisconsin Ave. Suite R  
Oconomowoc, WI 53066  
Phone: 262-470-2277  
Fax: 262-436-2102  
Email: ccramer@trilogy-llc.com



Christine has been a consultant to local governments and utilities since 1997, providing analysis and advice on a wide variety of planning, economic and fiscal issues. Prior to forming Trilogy, Christine was consultant with Ruekert/Mielke from 1997 to 2011. While her work experience varies widely the common theme is a focus on helping local governments and utilities develop fair and equitable long-term plans and policies. Her strengths include not only sound, detailed and accurate analysis, but also the ability to explain her recommendations in terms that are easy to understand.

Christine is a member of the national and Wisconsin chapter of the American Water Works Association, and serves on the AWWA Rates and Charges Committee and a sub-committee charged with developing recommendations for utility reserve policies. Christine is the Chair of the WIAWWA Audit and Finance Committee. She is a registered Municipal Advisor with the Securities and Exchange Commission and the Municipal Securities Rulemaking Board and has passed the Series 50 Municipal Advisor Representative Qualification Exam.

## Education:

- Master's of Urban Planning, University of Wisconsin—Milwaukee, 1997
- Bachelor of Science, Physics, Carroll College, 1994

## Professional Affiliations:

- American Planning Association, Wisconsin Chapter
- American Water Works Association, Wisconsin Chapter

## Professional Qualifications:

- Series 50 Municipal Advisor Representative Exam

## Experience & Expertise

- Public Facilities Needs Assessments and Impact Fee Studies
- Water and Sewer Rate Studies
- Cost-of-Service Rate Studies
- Specialized Rate Design, including Conservation Water Rates and High-Strength Sewer Rates
- Capital Infrastructure Cost Allocations
- Storm Water Utility Rate Studies and Development
- Utility Creation and Acquisition Feasibility Studies
- Redevelopment, Site and General Planning Services
- Long-Term Capital Infrastructure Planning and Financial Analysis
- Tax Incremental Financing Planning and Analysis
- Expert Witness Testimony and Litigation Support
- Specialized Economic and Statistical Analysis
- Public Policy Research and Analysis
- Ordinance Drafting, Review and Updating
- Fiscal Impact Analysis
- Analysis of New Funding Methods
- Grant Funding Research and Preparation of Applications
- Landfill Siting Analysis & Negotiations

# Christine A. DeMaster

## Example Projects

---



**With Trilogy Consulting, Christine has prepared, implemented, and updated the following public facilities needs assessments and impact fees:**

- Police Impact Fee, Oconomowoc, WI, 2019
- Transportation Impact Fee, Oconomowoc, WI, 2019
- Impact Fee Update for Law Enforcement, Library, Fire Station, Sewer and Water Impact Fee, Mukwonago, WI, 2018
- Sewer Impact Fee, Menomonee Falls, WI, 2017
- Park Impact Fee, Menomonee Falls, WI, 2017
- Fire Impact Fee, Menomonee Falls, WI, 2017
- Water Impact Fee, Menomonee Falls, WI, 2017
- Park Impact Fee, Sussex, WI, 2015
- Library Impact Fee, Sussex, WI, 2015
- Water Impact Fee, River Falls, WI, 2014
- Sewer Impact Fee, Menomonee Falls, WI, 2014
- Park Impact Fee, Menomonee Falls, WI, 2014
- Fire Impact Fee, Menomonee Falls, WI, 2014
- Water Impact Fee, Menomonee Falls, WI, 2014
- Impact Fee Update for Law Enforcement, Library, Fire Station, Sewer and Water Impact Fees, Mukwonago, WI, 2013

**While employed by Ruekert/Mielke, between 1997 and 2011, Christine prepared, implemented, and updated public facilities needs assessments and impact fees for the following municipalities:**

- City of Cedarburg
- Village of Dousman
- Village of Eagle
- City of Fitchburg
- City of Franklin
- Village of Grafton
- Village of Hartland
- City of Kenosha
- Village of Kewaskum
- Village of Menomonee Falls
- City of Middleton
- Village of Mukwonago
- City of Muskego
- City of Oconomowoc
- City of Racine

# Christine A. DeMaster

## Presentations and Papers

---



"Funding Annual Water Infrastructure Replacement Programs" - Wisconsin Water Association Annual Conference, September 2017

"Reducing the Cost of Capital" - Water Finance Conference, Milwaukee, WI, August 2017

"Straight Talk About Water Finance" - Wisconsin Water Association Annual Conference, September 2013

"Balancing Declining Revenues and Increasing Costs" - Wisconsin Water Association Management Seminar, August 2013

"Managing the State Budget Crisis at the Local Level" – League of Wisconsin Municipalities Annual Conference, October 2011

"Doing More With Less: Collaborative Leadership for Service Delivery Workshop" – Local Government Institute of Wisconsin, April 2011

"Storm Water Utilities – Lessons Learned" - Waukesha County Storm Water Management Workshop, March 2011

"Tax Incremental Finance Basics" – Wisconsin Government Finance Officers Association, December 2010

"Racine Revenue Sharing Program" – Wisconsin Legislative Council, Special Committee on Local Service Consolidation, November 2010

**"Managing Impact Fees" – Wisconsin Municipal Clerks and Treasurers Institute, UW-Green Bay Local Government Education, July 2010**

"A New Model for Fiscal Regionalism: Greater Racine's Plan for Overcoming Fiscal Disparity", Government Finance Review, February 2004

# Erik A. Granum

Principal / Senior Consultant

169 E. Wisconsin Ave., Suite R  
Oconomowoc, WI 53066  
Phone: 920-723-2169  
Fax: 262-436-2102  
Email: egranum@trilogy-llc.com



Erik has been working in the field of municipal and utility consulting since 2007, performing a wide variety of financial, economic and planning-related consulting services. His philosophy to municipal consulting is to provide an objective, fair and independent perspective for the client, while recognizing the political difficulties in public policy decision-making. He excels in developing alternative scenarios that meet the objectives of the municipality, while being reasonable and defensible for government decision makers that are held accountable to the residents and businesses in their communities.

Erik believes in providing local government officials and decision-makers recommendations that are based on the best available information so that public policy is sound, fair and logical. His passions lie in using available data and interpreting it into something that is understandable and has a positive real impact on communities. He is a registered Municipal Advisor with the Securities and Exchange Commission and the Municipal Securities Rulemaking Board and has passed the Series 50 Municipal Advisor Representative Qualification Exam.

## Education:

- Master's of Urban Planning, University of Wisconsin—Milwaukee, 2009
- Bachelor of Business Administration, Marketing & Operations Management, University of Wisconsin—Whitewater, 2004

## Professional Affiliations:

- American Planning Association, Wisconsin Chapter

## Professional Qualifications:

- MSRB Series 50 Municipal Advisor Representative Exam

## Experience & Expertise

- Water and Sewer Rate Studies
- Cost-of-Service Rate Studies
- Specialized Rate Design, including Conservation Water Rates
- Capital Cost Allocation
- Storm Water Utility Rate Studies and Development
- Public Facilities Needs Assessments and Impact Fee Studies
- Utility Creation and Acquisition Feasibility Studies
- Land Use Planning Services
- Long-Term Capital Planning and Financial Analysis
- Geographic Information Systems (GIS) - Mapping & Spatial Analysis
- Tax Incremental Financing Planning and Analysis
- Expert Witness Testimony and Litigation Support
- Specialized Economic and Statistical Analysis
- Public Policy Research and Analysis
- Ordinance Review and Updating
- Fiscal Impact Analysis
- Life Cycle Cost Analysis
- Analysis of New Funding Methods
- Grant Funding Research and Preparation of Applications

# Erik A. Granum

## Recent Projects

---



**With Trilogy Consulting, Erik has prepared, implemented, and updated the following public facilities needs assessments and impact fees:**

- Police Impact Fee, Oconomowoc, WI, 2019
- Transportation Impact Fee, Oconomowoc, WI, 2019
- Park Impact Fee, Sussex, WI, 2015
- Library Impact Fee, Sussex, WI, 2015
- Water Impact Fee, River Falls, WI, 2014
- Sewer Impact Fee, Menomonee Falls, WI, 2014
- Park Impact Fee, Menomonee Falls, WI, 2014
- Fire Impact Fee, Menomonee Falls, WI, 2014
- Water Impact Fee, Menomonee Falls, WI, 2014
- Impact Fee Update for Law Enforcement, Library, Fire Station, Sewer and Water Impact Fees, Mukwonago, WI, 2013

**While employed by Ruekert/Mielke, between 2007 and 2011, Erik prepared, implemented, and updated public facilities needs assessments and impact fees for the following municipalities:**

- Town of Cedarburg
- Village of Dousman
- City of Fitchburg
- Village of Hartland
- Village of Menomonee Falls
- City of Middleton
- Village of Mukwonago
- City of Oconomowoc
- City of Racine
- City of Waukesha

# Project Budget



| Task                                                                                                  | Hours         | Hourly Rate  | Total Cost      |
|-------------------------------------------------------------------------------------------------------|---------------|--------------|-----------------|
| <b><u>Task 1: Inventory and Identification of Existing Deficiencies</u></b>                           |               |              |                 |
| Kickoff meeting (in person)                                                                           | 4.00          |              |                 |
| Information gathering and review                                                                      | 14.00         |              |                 |
| Population and development forecasts                                                                  | 11.50         |              |                 |
| Parks                                                                                                 | 8.00          |              |                 |
| Police / Fire                                                                                         | 10.00         |              |                 |
| Water / Sewer facilities                                                                              | 9.00          |              |                 |
| <b>Task Subtotal</b>                                                                                  | <b>56.50</b>  | <b>\$110</b> | <b>\$6,215</b>  |
| <b><u>Task 2: Needs Assessment and Identification of Costs Attributable to Future Development</u></b> |               |              |                 |
| Parks                                                                                                 |               |              |                 |
| Update estimated capital costs for proposed parks                                                     | 2.00          |              |                 |
| Determine percentage of capacity attributable to serving future development                           | 3.00          |              |                 |
| Determine proportionate share of cost attributable to serving future development                      | 3.00          |              |                 |
| Police / Fire                                                                                         |               |              |                 |
| Determine prop. share of capacity attributable to serving future development                          | 3.00          |              |                 |
| Compile the capital cost estimate for the proposed future police/fire station facility                | 4.00          |              |                 |
| Determine the share of capital costs attributable to serving future development                       | 4.00          |              |                 |
| Water / Sewer facilities                                                                              |               |              |                 |
| Evaluate the recommended new facilities to identify costs to serve future development                 | 5.00          |              |                 |
| Review recommended water main extensions                                                              | 4.00          |              |                 |
| Determine the share of capital costs attributable to serving future development                       | 1.50          |              |                 |
| <b>Task Subtotal</b>                                                                                  | <b>29.50</b>  | <b>\$110</b> | <b>\$3,245</b>  |
| <b><u>Task 3: Develop Recommended Impact Fees</u></b>                                                 |               |              |                 |
| Determine total amount to recover through impact fees on future development                           | 11.50         |              |                 |
| Allocate the amounts to categories of development                                                     | 5.50          |              |                 |
| Develop a recommended schedule of impact fees for each facility                                       | 5.00          |              |                 |
| Evaluate impacts on housing affordability                                                             | 3.00          |              |                 |
| <b>Task Subtotal</b>                                                                                  | <b>25.00</b>  | <b>\$110</b> | <b>\$2,750</b>  |
| <b><u>Task 4: Report Preparation</u></b>                                                              |               |              |                 |
| Prepare draft report                                                                                  | 11.00         |              |                 |
| Attend one review meeting with City staff (in person)                                                 | 2.00          |              |                 |
| Revise and prepare final report                                                                       | 4.00          |              |                 |
| <b>Task Subtotal</b>                                                                                  | <b>17.00</b>  | <b>\$110</b> | <b>\$1,870</b>  |
| <b><u>Task 5: Implementation Assistance</u></b>                                                       |               |              |                 |
| Prepare presentation and prep for Board of Public Works                                               | 7.00          |              |                 |
| Attend one meeting of the Board of Public Works                                                       | 2.00          |              |                 |
| Draft ordinance amendment                                                                             | 4.00          |              |                 |
| Attend the Public Hearing / Village Board meeting                                                     | 3.00          |              |                 |
| <b>Task Subtotal</b>                                                                                  | <b>16.00</b>  | <b>\$110</b> | <b>\$1,760</b>  |
| <b>Grand Total</b>                                                                                    | <b>144.00</b> | <b>\$110</b> | <b>\$15,840</b> |

Additional services, if requested, will be provided at the hourly rates listed above. We do not charge for reimbursable expenses.

# Project Timeline



| Task                                                                                                  | Target Completion Date |
|-------------------------------------------------------------------------------------------------------|------------------------|
| <b><u>Task 1: Inventory and Identification of Existing Deficiencies</u></b>                           |                        |
| Kickoff meeting (in person)                                                                           | 7/12/2019              |
| Information gathering and review                                                                      | 7/26/2019              |
| Population and development forecasts                                                                  | 8/2/2019               |
| Identification of Existing Deficiencies                                                               | 8/9/2019               |
| <b><u>Task 2: Needs Assessment and Identification of Costs Attributable to Future Development</u></b> | 9/6/2019               |
| <b><u>Task 3: Develop Recommended Impact Fees</u></b>                                                 | 9/27/2019              |
| <b><u>Task 4: Report Preparation</u></b>                                                              |                        |
| Prepare draft report                                                                                  | 10/11/2019             |
| Attend one review meeting with City staff (in person)                                                 | 10/17/2019             |
| Revise and prepare final report                                                                       | 10/22/2019             |
| <b><u>Task 5: Implementation Assistance</u></b>                                                       |                        |
| Prepare presentation and prep for Board of Public Works                                               | 10/22/2019             |
| Attend one meeting of the Board of Public Works                                                       | 10/29/2019             |
| Draft ordinance                                                                                       | 11/12/2019             |
| Attend the Public Hearing / Village Board meeting                                                     | 12/10/2019             |

# Memo

**To:** Board of Public Works  
**From:** Brian W. Kober, P. E., Director of Public Works   
**Subject:** 2019 Improvements Sherman Rd Drainage and Jackson Park Alley Reconstruction Project  
**Date:** July 26, 2019

**CC:**

We have reviewed the bid received from Payne & Dolan for the Sherman Road and Jackson Park project. The following items are higher than anticipated for the project, but may be due to the minor quantities or the bidding/construction schedule:

- Excavation Common
- Concrete Items
- Pulverize and Relay
- Pavement Marking

The Engineer's Estimate for project was \$201,822.50, and total bid is \$255,747.00 which is \$53,924.50 over the amount. The construction industry has changed and trying to get companies to bid on projects has become an issue. The projects need to be completed and holding off does not guarantee a lower price in the future. Recommendation is to proceed with the project.

If you have any questions, please let me know.

Brian W. Kober, P.E.



93 S. Pioneer Road  
Suite 300  
Fond du Lac, WI 54935  
Phone (920) 924-5720  
Fax (920) 924-5725

July 25, 2019

Village of Jackson  
W194 N16660 Eagle Drive  
Jackson, WI 53037

Attention: Brian Kober  
Director of Public Works

Subject: 2019 Improvements  
Sherman Road Drainage & Jackson Park  
West Parking Lot and Cul-de-Sac  
Project No. 190605  
Bid Review

Dear Mr. Kober:

We have evaluated the bid received on July 25<sup>th</sup>, 2019 for the 2019 Improvements, Sherman Road Drainage & Jackson Park West Parking Lot and Cul-de-Sac.

A single bid was received from Payne & Dolan, Inc. and is summarized below:

|                                      |                                |
|--------------------------------------|--------------------------------|
| <u>Sherman Road Drainage</u>         | <u>Payne &amp; Dolan, Inc.</u> |
| Base Bid Total                       | \$63,724.09                    |
| <br>                                 |                                |
| <u>Jackson Park West Parking Lot</u> | <u>Payne &amp; Dolan, Inc.</u> |
| Base Bid Total                       | \$65,357.05                    |
| <br>                                 |                                |
| <u>Jackson Park Cul-de-Sac</u>       | <u>Payne &amp; Dolan, Inc.</u> |
| Base Bid Total                       | \$126,665.86                   |
| <br>                                 |                                |
| <b>Bid Total</b>                     | <b>\$255,747.00</b>            |

Our evaluation of the experience, bid form, and bid bond for Payne & Dolan, Inc. 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 2019 Improvements, Sherman Road Drainage & Jackson Park project to Payne & Dolan, Inc.

Sincerely,

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

Village of Jackson  
2019 Improvements  
Sherman Road Drainage and Jackson Park

| Sherman Road Drainage          |                                           |       |          | Payne & Dolan, Inc. |              |
|--------------------------------|-------------------------------------------|-------|----------|---------------------|--------------|
| Item No                        | Item Description                          | Units | Quantity | Unit Price          | Bid Amount   |
| 100-02                         | Removing Curb & Gutter                    | LF    | 60       | \$ 6.06             | \$ 363.60    |
| 100-03                         | Removing Concrete Sidewalk                | SY    | 15       | \$ 10.10            | \$ 151.50    |
| 100-04                         | Excavation Common                         | CY    | 80       | \$ 60.00            | \$ 4,800.00  |
| 100-05                         | Base Aggregate Dense 3/4-Inch             | TON   | 5        | \$ 19.83            | \$ 99.15     |
| 100-06                         | Base Aggregate Dense 1 1/4-Inch           | TON   | 70       | \$ 19.83            | \$ 1,388.10  |
| 100-10                         | Asphaltic Surface                         | TON   | 130      | \$ 112.61           | \$ 14,639.30 |
| 100-12                         | Concrete Curb & Gutter 24-Inch Type D     | LF    | 60       | \$ 65.00            | \$ 3,900.00  |
| 100-13                         | Concrete Sidewalk 4-Inch                  | SF    | 100      | \$ 21.25            | \$ 2,125.00  |
| 100-14                         | Concrete Sidewalk 6-Inch                  | SF    | 45       | \$ 21.25            | \$ 956.25    |
| 100-15                         | Lawn Restoration                          | SY    | 485      | \$ 8.32             | \$ 4,035.20  |
| 100-17                         | Inlet Protection Type A                   | EACH  | 1        | \$ 176.77           | \$ 176.77    |
| 100-18                         | Inlet Protection Type C                   | EACH  | 2        | \$ 75.76            | \$ 151.52    |
| 100-19                         | Temporary Ditch Checks                    | LF    | 12       | \$ 25.25            | \$ 303.00    |
| 100-20                         | Traffic Control                           | LS    | 1        | \$ 4,000.00         | \$ 4,000.00  |
| 100-23                         | Sawing Asphalt & Concrete                 | LF    | 300      | \$ 2.00             | \$ 600.00    |
| 200-01                         | Connect to Existing Storm Sewer Structure | EACH  | 1        | \$ 1,010.10         | \$ 1,010.10  |
| 200-02                         | Adjust Inlet Casting                      | EACH  | 1        | \$ 303.03           | \$ 303.03    |
| 200-03                         | Storm Manhole 4-FT Diameter w/ Casting    | EACH  | 2        | \$ 3,139.40         | \$ 6,278.80  |
| 200-04                         | Storm Inlet Median 1 Grate w/ Casting     | EACH  | 1        | \$ 2,792.63         | \$ 2,792.63  |
| 200-05                         | Storm Sewer Pipe Class III-B 12-Inch      | LF    | 223      | \$ 70.18            | \$ 15,650.14 |
| Sherman Road Drainage Subtotal |                                           |       |          |                     | \$ 63,724.09 |

| Jackson Park West Parking Lot          |                                  |       |          | Payne & Dolan, Inc. |              |
|----------------------------------------|----------------------------------|-------|----------|---------------------|--------------|
| Item No                                | Item Description                 | Units | Quantity | Unit Price          | Bid Amount   |
| 100-07                                 | Pulverize and Relay              | SY    | 2,020    | \$ 9.53             | \$ 19,250.60 |
| 100-10                                 | Asphaltic Surface                | TON   | 445      | \$ 87.06            | \$ 38,741.70 |
| 100-21                                 | Pavement Marking 4-Inch          | LF    | 1,295    | \$ 5.05             | \$ 6,539.75  |
| 100-22                                 | Pavement Marking Handicap Symbol | EACH  | 1        | \$ 295.00           | \$ 295.00    |
| 100-23                                 | Sawing Asphalt & Concrete        | LF    | 265      | \$ 2.00             | \$ 530.00    |
| Jackson Park West Parking Lot Subtotal |                                  |       |          |                     | \$ 65,357.05 |

| Jackson Park Cul-de-Sac                    |                                       |       |          | Payne & Dolan, Inc. |               |
|--------------------------------------------|---------------------------------------|-------|----------|---------------------|---------------|
| Item No                                    | Item Description                      | Units | Quantity | Unit Price          | Bid Amount    |
| 100-01                                     | Clearing and Grubbing                 | LS    | 1        | \$ 3,030.30         | \$ 3,030.30   |
| 100-02                                     | Removing Curb & Gutter                | LF    | 85       | \$ 6.06             | \$ 515.10     |
| 100-04                                     | Excavation Common                     | CY    | 1,095    | \$ 24.94            | \$ 27,309.30  |
| 100-05                                     | Base Aggregate Dense 3/4-Inch         | TON   | 45       | \$ 18.31            | \$ 823.95     |
| 100-06                                     | Base Aggregate Dense 1 1/4-Inch       | TON   | 985      | \$ 15.28            | \$ 15,050.80  |
| 100-08                                     | Concrete Driveway 6-Inch              | SY    | 115      | \$ 58.50            | \$ 6,727.50   |
| 100-09                                     | Concrete Surface Drain                | CY    | 1        | \$ 300.00           | \$ 300.00     |
| 100-10                                     | Asphaltic Surface                     | TON   | 435      | \$ 89.00            | \$ 38,715.00  |
| 100-11                                     | Concrete Curb & Gutter 18-Inch Type D | LF    | 700      | \$ 26.20            | \$ 18,340.00  |
| 100-15                                     | Lawn Restoration                      | SY    | 1,160    | \$ 8.32             | \$ 9,651.20   |
| 100-16                                     | Silt Fence                            | LF    | 385      | \$ 3.03             | \$ 1,166.55   |
| 100-19                                     | Temporary Ditch Checks                | LF    | 25       | \$ 25.25            | \$ 631.25     |
| 100-20                                     | Traffic Control                       | LS    | 1        | \$ 3,999.91         | \$ 3,999.91   |
| 100-23                                     | Sawing Asphalt & Concrete             | LF    | 45       | \$ 9.00             | \$ 405.00     |
| Jackson Park Cul-de-Sac and Swale Subtotal |                                       |       |          |                     | \$ 126,665.86 |

|  |  |  |  |           |               |
|--|--|--|--|-----------|---------------|
|  |  |  |  | Bid Total | \$ 255,747.00 |
|--|--|--|--|-----------|---------------|

# ENGINEER'S ESTIMATE

Village of Jackson  
2019 Improvements  
Sherman Road Drainage and Jackson Park

| Sherman Road Drainage                      |                                           |       |          |             |               |
|--------------------------------------------|-------------------------------------------|-------|----------|-------------|---------------|
| Item No                                    | Item Description                          | Units | Quantity | Unit Price  | Bid Amount    |
| 100-02                                     | Removing Curb & Gutter                    | LF    | 60       | \$ 10.00    | \$ 600.00     |
| 100-03                                     | Removing Concrete Sidewalk                | SY    | 15       | \$ 10.00    | \$ 150.00     |
| 100-04                                     | Excavation Common                         | CY    | 80       | \$ 25.00    | \$ 2,000.00   |
| 100-05                                     | Base Aggregate Dense 3/4-Inch             | TON   | 5        | \$ 20.00    | \$ 100.00     |
| 100-06                                     | Base Aggregate Dense 1 1/4-Inch           | TON   | 70       | \$ 15.00    | \$ 1,050.00   |
| 100-10                                     | Asphaltic Surface                         | TON   | 130      | \$ 115.00   | \$ 14,950.00  |
| 100-12                                     | Concrete Curb & Gutter 24-Inch Type D     | LF    | 60       | \$ 25.00    | \$ 1,500.00   |
| 100-13                                     | Concrete Sidewalk 4-Inch                  | SF    | 100      | \$ 5.00     | \$ 500.00     |
| 100-14                                     | Concrete Sidewalk 6-Inch                  | SF    | 45       | \$ 5.50     | \$ 247.50     |
| 100-15                                     | Lawn Restoration                          | SY    | 485      | \$ 6.50     | \$ 3,152.50   |
| 100-17                                     | Inlet Protection Type A                   | EACH  | 1        | \$ 100.00   | \$ 100.00     |
| 100-18                                     | Inlet Protection Type C                   | EACH  | 2        | \$ 50.00    | \$ 100.00     |
| 100-19                                     | Temporary Ditch Checks                    | LF    | 12       | \$ 10.00    | \$ 120.00     |
| 100-20                                     | Traffic Control                           | LS    | 1        | \$ 5,000.00 | \$ 5,000.00   |
| 100-23                                     | Sawing Asphalt & Concrete                 | LF    | 300      | \$ 3.50     | \$ 1,050.00   |
| 200-01                                     | Connect to Existing Storm Sewer Structure | EACH  | 1        | \$ 1,000.00 | \$ 1,000.00   |
| 200-02                                     | Adjust Inlet Casting                      | EACH  | 1        | \$ 500.00   | \$ 500.00     |
| 200-03                                     | Storm Manhole 4-FT Diameter w/ Casting    | EACH  | 2        | \$ 3,000.00 | \$ 6,000.00   |
| 200-04                                     | Storm Inlet Median 1 Grate w/ Casting     | EACH  | 1        | \$ 2,000.00 | \$ 2,000.00   |
| 200-05                                     | Storm Sewer Pipe Class III-B 12-Inch      | LF    | 223      | \$ 70.00    | \$ 15,610.00  |
| Sherman Road Drainage Subtotal             |                                           |       |          |             | \$ 55,730.00  |
| Jackson Park West Parking Lot              |                                           |       |          |             |               |
| Item No                                    | Item Description                          | Units | Quantity | Unit Price  | Bid Amount    |
| 100-07                                     | Pulverize and Relay                       | SY    | 2,020    | \$ 4.00     | \$ 8,080.00   |
| 100-10                                     | Asphaltic Surface                         | TON   | 445      | \$ 80.00    | \$ 35,600.00  |
| 100-21                                     | Pavement Marking 4-Inch                   | LF    | 1,295    | \$ 1.50     | \$ 1,942.50   |
| 100-22                                     | Pavement Marking Handicap Symbol          | EACH  | 1        | \$ 250.00   | \$ 250.00     |
| 100-23                                     | Sawing Asphalt & Concrete                 | LF    | 265      | \$ 3.50     | \$ 927.50     |
| Jackson Park West Parking Lot Subtotal     |                                           |       |          |             | \$ 46,800.00  |
| Jackson Park Cul-de-Sac                    |                                           |       |          |             |               |
| Item No                                    | Item Description                          | Units | Quantity | Unit Price  | Bid Amount    |
| 100-01                                     | Clearing and Grubbing                     | LS    | 1        | \$ 1,500.00 | \$ 1,500.00   |
| 100-02                                     | Removing Curb & Gutter                    | LF    | 85       | \$ 10.00    | \$ 850.00     |
| 100-04                                     | Excavation Common                         | CY    | 1,095    | \$ 15.00    | \$ 16,425.00  |
| 100-05                                     | Base Aggregate Dense 3/4-Inch             | TON   | 45       | \$ 20.00    | \$ 900.00     |
| 100-06                                     | Base Aggregate Dense 1 1/4-Inch           | TON   | 985      | \$ 15.00    | \$ 14,775.00  |
| 100-08                                     | Concrete Driveway 6-Inch                  | SY    | 115      | \$ 45.00    | \$ 5,175.00   |
| 100-09                                     | Concrete Surface Drain                    | CY    | 1        | \$ 650.00   | \$ 650.00     |
| 100-10                                     | Asphaltic Surface                         | TON   | 435      | \$ 80.00    | \$ 34,800.00  |
| 100-11                                     | Concrete Curb & Gutter 18-Inch Type D     | LF    | 700      | \$ 15.00    | \$ 10,500.00  |
| 100-15                                     | Lawn Restoration                          | SY    | 1,160    | \$ 6.50     | \$ 7,540.00   |
| 100-16                                     | Silt Fence                                | LF    | 385      | \$ 2.00     | \$ 770.00     |
| 100-19                                     | Temporary Ditch Checks                    | LF    | 25       | \$ 10.00    | \$ 250.00     |
| 100-20                                     | Traffic Control                           | LS    | 1        | \$ 5,000.00 | \$ 5,000.00   |
| 100-23                                     | Sawing Asphalt & Concrete                 | LF    | 45       | \$ 3.50     | \$ 157.50     |
| Jackson Park Cul-de-Sac and Swale Subtotal |                                           |       |          |             | \$ 99,292.50  |
| Bid Total                                  |                                           |       |          |             | \$ 201,822.50 |

# Memo

**To:** Board of Public Works  
**From:** Brian W. Kober, P. E., Director of Public Works   
**Subject:** 2019 Chateau Dr and Hickory Lane Reconstruction Project  
**Date:** July 26, 2019

We have reviewed the bid received from Payne & Dolan for the 2019 Chateau Dr and Hickory Lane Reconstruction Project.

The Engineer's Estimate for project was \$754,000.00, and total bid is \$873,842.00 which is \$119,842.00 over the amount. The construction industry has changed and trying to get companies to bid on projects has become an issue. The projects need to be completed and holding off does not guarantee a lower price in the future. Recommendation is to proceed with the project.

If you have any questions, please let me know.

Brian W. Kober, P.E.

STANDARD FORM OF  
BID ANALYSIS

WHEREAS Village of Jackson (hereinafter referred to as the OWNER) has received bids on the 25<sup>th</sup> day of July 2019 for the Chateau Drive and Hickory Lane Reconstruction, (hereinafter referred to as the Project) and

WHEREAS Cedar Corporation (hereinafter referred to as ENGINEER) has been retained by the OWNER to prepare bid tabulations, analyze bid results and consult with the OWNER on the award of contracts.

The ENGINEER hereby consults as follows:

1. Bids were received from one (1) bidder. The one bid received was for \$873,842.00. A summary of the bid tabulation is attached.
2. Based upon ENGINEER's analysis of the bids received on the above PROJECT the responsive low bidder is:

Payne & Dolan, Inc.  
N173 W21120 Northwest Passage Way  
Waukesha, WI 53187

Bid Amount: \$873,842.00

3. It is understood that by this analysis, that the ENGINEER does not guarantee the Contractor's performance which is covered by the Contractor's bond, but it is a statement by the ENGINEER that the ENGINEER has no information which would lead the ENGINEER to believe that the Contractor does not have the necessary equipment and personnel to complete the PROJECT in compliance with the drawings and specifications within reasonable tolerances generally accepted in the trade.
4. It is further understood that this analysis is not a representation that the ENGINEER has reviewed the proposal for possible legal irregularities which should be a function of the OWNER'S legal counsel, and at the option of the OWNER.
5. It is further understood that in the event that OWNER feels that the Contract should be awarded on some basis other than price, the OWNER should defer further action on this PROJECT until a thorough legal review can be made by OWNER'S legal counsel.

Cedar Corporation



Submitted by: Ronald Dalton, P.E.

Date: July 26, 2019



# BID TABULATION

## CHATEAU DRIVE AND HICKORY LANE RECONSTRUCTION VILLAGE OF JACKSON WASHINGTON COUNTY, WI

BID DATE - July 25, 2019

| PROJECT NAME: Chateau Drive and Hickory Lane Reconstruction |                                                       |      |       | Payne & Dolan, Inc.<br>N173 W21120 Northwest<br>Passage Way<br>Waukesha, WI 53187 |             |            |       |            |       |            |       |
|-------------------------------------------------------------|-------------------------------------------------------|------|-------|-----------------------------------------------------------------------------------|-------------|------------|-------|------------|-------|------------|-------|
| ITEM NO.                                                    | ITEM DESCRIPTION                                      | UNIT | QTY   | UNIT PRICE                                                                        | TOTAL       | UNIT PRICE | TOTAL | UNIT PRICE | TOTAL | UNIT PRICE | TOTAL |
| SCHEDULE A - CHATEAU DRIVE                                  |                                                       |      |       |                                                                                   |             |            |       |            |       |            |       |
| A-1                                                         | COMMON EXCAVATION, INCLUDING ASPHALT PAVEMENT REMOVAL | C.Y. | 1,100 | \$58.00                                                                           | \$63,800.00 |            |       |            |       |            |       |
| A-2                                                         | SAW CUTTING ASPHALT ROADWAY                           | L.F. | 155   | \$3.00                                                                            | \$465.00    |            |       |            |       |            |       |
| A-3                                                         | SANITARY MANHOLE RING AND CASTING REPLACEMENT         | EA.  | 5     | \$1,250.00                                                                        | \$6,250.00  |            |       |            |       |            |       |
| A-4                                                         | 8" PVC WATER MAIN                                     | L.F. | 576   | \$117.50                                                                          | \$67,680.00 |            |       |            |       |            |       |
| A-5                                                         | VALVE ABANDONMENT                                     | EA.  | 3     | \$850.00                                                                          | \$2,550.00  |            |       |            |       |            |       |
| A-6                                                         | SALVAGE HYDRANT                                       | EA.  | 1     | \$3,000.00                                                                        | \$3,000.00  |            |       |            |       |            |       |
| A-7                                                         | 1 1/4" HDPE WATER SERVICE RELAY                       | L.F. | 350   | \$104.00                                                                          | \$36,400.00 |            |       |            |       |            |       |
| A-8                                                         | HYDRANT ASSEMBLY                                      | EA.  | 1     | \$7,800.00                                                                        | \$7,800.00  |            |       |            |       |            |       |
| A-9                                                         | 8" GATE VALVE                                         | EA.  | 3     | \$4,100.00                                                                        | \$12,300.00 |            |       |            |       |            |       |
| A-10                                                        | 12" RCP STORM SEWER                                   | L.F. | 448   | \$94.00                                                                           | \$42,112.00 |            |       |            |       |            |       |
| A-11                                                        | CATCH BASIN                                           | EA.  | 2     | \$2,750.00                                                                        | \$5,500.00  |            |       |            |       |            |       |
| A-12                                                        | 4" PVC STORM SEWER LATERAL (10 UNITS)                 | L.F. | 722   | \$77.50                                                                           | \$55,955.00 |            |       |            |       |            |       |
| A-13                                                        | REMOVE CONCRETE SIDEWALK                              | S.F. | 4,523 | \$3.00                                                                            | \$13,569.00 |            |       |            |       |            |       |
| A-14                                                        | 4" CONCRETE SIDEWALK                                  | S.F. | 5,030 | \$8.37                                                                            | \$42,101.10 |            |       |            |       |            |       |
| A-15                                                        | REMOVE CURB AND GUTTER                                | L.F. | 1,172 | \$4.00                                                                            | \$4,688.00  |            |       |            |       |            |       |
| A-16                                                        | 30" CURB AND GUTTER TYPE D                            | L.F. | 1,172 | \$20.00                                                                           | \$23,440.00 |            |       |            |       |            |       |
| A-17                                                        | REMOVE CONCRETE DRIVEWAY APRON                        | S.F. | 1,404 | \$3.50                                                                            | \$4,914.00  |            |       |            |       |            |       |
| A-18                                                        | 7" CONCRETE DRIVEWAY APRON                            | S.F. | 2,664 | \$11.00                                                                           | \$29,304.00 |            |       |            |       |            |       |
| A-19                                                        | EXCAVATION BELOW SUBGRADE (EBS)                       | C.Y. | 150   | \$20.00                                                                           | \$3,000.00  |            |       |            |       |            |       |
| A-20                                                        | EBS BACKFILL 1 1/4" DENSE                             | TONS | 150   | \$19.00                                                                           | \$2,850.00  |            |       |            |       |            |       |
| A-21                                                        | EBS BACKFILL 3" DENSE                                 | TONS | 150   | \$18.00                                                                           | \$2,700.00  |            |       |            |       |            |       |
| A-22                                                        | CRUSHED AGGREGATE BASE COURSE 1 1/4"                  | TONS | 1,375 | \$16.50                                                                           | \$22,687.50 |            |       |            |       |            |       |
| A-23                                                        | LOWER LAYER HMA PAVEMENT                              | TONS | 460   | \$91.00                                                                           | \$41,860.00 |            |       |            |       |            |       |
| A-24                                                        | UPPER LAYER HMA PAVEMENT                              | TONS | 250   | \$120.00                                                                          | \$30,000.00 |            |       |            |       |            |       |
| A-25                                                        | TRAFFIC CONTROL                                       | L.S. | 1     | \$11,999.90                                                                       | \$11,999.90 |            |       |            |       |            |       |

| PROJECT NAME: Chateau Drive and Hickory Lane Reconstruction |                                                       |      |       | Payne & Dolan, Inc.<br>N173 W21120 Northwest<br>Passage Way<br>Waukesha, WI 53187 |                   |            |       |            |       |            |       |
|-------------------------------------------------------------|-------------------------------------------------------|------|-------|-----------------------------------------------------------------------------------|-------------------|------------|-------|------------|-------|------------|-------|
|                                                             |                                                       |      |       |                                                                                   |                   |            |       |            |       |            |       |
| ITEM NO.                                                    | ITEM DESCRIPTION                                      | UNIT | QTY   | UNIT PRICE                                                                        | TOTAL             | UNIT PRICE | TOTAL | UNIT PRICE | TOTAL | UNIT PRICE | TOTAL |
| A-26                                                        | TREE REMOVAL                                          | EA.  | 3     | \$1,250.00                                                                        | \$3,750.00        |            |       |            |       |            |       |
| A-27                                                        | LAWN RESTORATION                                      | S.Y. | 862   | \$11.75                                                                           | \$10,128.50       |            |       |            |       |            |       |
| A-28                                                        | INLET PROTECTION                                      | EA.  | 9     | \$125.00                                                                          | <u>\$1,125.00</u> |            |       |            |       |            |       |
| SUBTOTAL SCHEDULE A - CHATEAU DRIVE                         |                                                       |      |       |                                                                                   | \$551,929.00      |            |       |            |       |            |       |
| SCHEDULE B - HICKORY LANE                                   |                                                       |      |       |                                                                                   |                   |            |       |            |       |            |       |
| B-1                                                         | COMMON EXCAVATION, INCLUDING ASPHALT PAVEMENT REMOVAL | C.Y. | 815   | \$48.00                                                                           | \$39,120.00       |            |       |            |       |            |       |
| B-2                                                         | SAW CUTTING ASPHALT ROADWAY                           | L.F. | 175   | \$3.00                                                                            | \$525.00          |            |       |            |       |            |       |
| B-3                                                         | SANITARY MANHOLE RING AND CASTING REPLACEMENT         | EA.  | 2     | \$1,250.00                                                                        | \$2,500.00        |            |       |            |       |            |       |
| B-4                                                         | 12" PVC WATER MAIN                                    | L.F. | 337   | \$154.00                                                                          | \$51,898.00       |            |       |            |       |            |       |
| B-5                                                         | VALVE ABANDONMENT                                     | EA.  | 1     | \$850.00                                                                          | \$850.00          |            |       |            |       |            |       |
| B-6                                                         | 1 1/4" HDPE WATER SERVICE RELAY                       | L.F. | 220   | \$104.00                                                                          | \$22,880.00       |            |       |            |       |            |       |
| B-7                                                         | 12" GATE VALVE                                        | EA.  | 1     | \$5,600.00                                                                        | \$5,600.00        |            |       |            |       |            |       |
| B-8                                                         | 8" GATE VALVE                                         | EA.  | 1     | \$4,100.00                                                                        | \$4,100.00        |            |       |            |       |            |       |
| B-9                                                         | 4" PVC STORM SEWER LATERAL                            | L.F. | 309   | \$77.50                                                                           | \$23,947.50       |            |       |            |       |            |       |
| B-10                                                        | REMOVE CONCRETE SIDEWALK                              | S.F. | 2,511 | \$3.00                                                                            | \$7,533.00        |            |       |            |       |            |       |
| B-11                                                        | 4" CONCRETE SIDEWALK                                  | S.F. | 3,197 | \$9.50                                                                            | \$30,371.50       |            |       |            |       |            |       |
| B-12                                                        | REMOVE CURB AND GUTTER                                | L.F. | 741   | \$4.00                                                                            | \$2,964.00        |            |       |            |       |            |       |
| B-13                                                        | 30" CURB AND GUTTER TYPE D                            | L.F. | 741   | \$20.50                                                                           | \$15,190.50       |            |       |            |       |            |       |
| B-14                                                        | REMOVE CONCRETE DRIVEWAY APRON                        | S.F. | 369   | \$3.50                                                                            | \$1,291.50        |            |       |            |       |            |       |
| B-15                                                        | 7" CONCRETE DRIVEWAY APRON                            | S.F. | 551   | \$11.30                                                                           | \$6,226.30        |            |       |            |       |            |       |
| B-16                                                        | EXCAVATION BELOW SUBGRADE (EBS)                       | C.Y. | 125   | \$20.00                                                                           | \$2,500.00        |            |       |            |       |            |       |
| B-17                                                        | EBS BACKFILL 1 1/4" DENSE                             | TONS | 125   | \$19.00                                                                           | \$2,375.00        |            |       |            |       |            |       |
| B-18                                                        | EBS BACKFILL 3" DENSE                                 | TONS | 125   | \$18.00                                                                           | \$2,250.00        |            |       |            |       |            |       |
| B-19                                                        | CRUSHED AGGREGATE BASE COURSE 1 1/4"                  | TONS | 1,025 | \$16.50                                                                           | \$16,912.50       |            |       |            |       |            |       |
| B-20                                                        | LOWER LAYER HMA PAVEMENT                              | TONS | 350   | \$93.80                                                                           | \$32,830.00       |            |       |            |       |            |       |
| B-21                                                        | UPPER LAYER HMA PAVEMENT                              | TONS | 190   | \$122.56                                                                          | \$23,286.40       |            |       |            |       |            |       |
| B-22                                                        | TRAFFIC CONTROL                                       | L.S. | 1     | \$11,451.80                                                                       | \$11,451.80       |            |       |            |       |            |       |
| B-23                                                        | TREE REMOVAL                                          | EA.  | 3     | \$1,250.00                                                                        | \$3,750.00        |            |       |            |       |            |       |
| B-24                                                        | LAWN RESTORATION                                      | S.Y. | 920   | \$11.75                                                                           | \$10,810.00       |            |       |            |       |            |       |
| B-25                                                        | INLET PROTECTION                                      | EA.  | 6     | \$125.00                                                                          | <u>\$750.00</u>   |            |       |            |       |            |       |
| SUBTOTAL SCHEDULE B - HICKORY LANE                          |                                                       |      |       |                                                                                   | \$321,913.00      |            |       |            |       |            |       |

|                                                                                                                                                                                                                                                                                           |                            |      |     |                                                                                   |                     |            |       |            |       |            |       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|------|-----|-----------------------------------------------------------------------------------|---------------------|------------|-------|------------|-------|------------|-------|
| PROJECT NAME: Chateau Drive and Hickory Lane Reconstruction                                                                                                                                                                                                                               |                            |      |     | Payne & Dolan, Inc.<br>N173 W21120 Northwest<br>Passage Way<br>Waukesha, WI 53187 |                     |            |       |            |       |            |       |
| ITEM NO.                                                                                                                                                                                                                                                                                  | ITEM DESCRIPTION           | UNIT | QTY | UNIT PRICE                                                                        | TOTAL               | UNIT PRICE | TOTAL | UNIT PRICE | TOTAL | UNIT PRICE | TOTAL |
| SUBTOTALS:                                                                                                                                                                                                                                                                                |                            |      |     |                                                                                   |                     |            |       |            |       |            |       |
|                                                                                                                                                                                                                                                                                           | SCHEDULE A - CHATEAU DRIVE |      |     |                                                                                   | \$551,929.00        |            |       |            |       |            |       |
|                                                                                                                                                                                                                                                                                           | SCHEDULE B - HICKORY LANE  |      |     |                                                                                   | <u>\$321,913.00</u> |            |       |            |       |            |       |
|                                                                                                                                                                                                                                                                                           | TOTAL BID PRICE            |      |     |                                                                                   | <u>\$873,842.00</u> |            |       |            |       |            |       |
| <p>The Owner reserves the right to select and add any of the Schedule(s) or Alternate(s) listed above. If the Owner selects one or more of the Schedule(s) or Alternate(s), the award of the contract shall be based upon the total sum of the Schedule(s) and Alternate(s) selected.</p> |                            |      |     |                                                                                   |                     |            |       |            |       |            |       |

VILLAGE OF JACKSON

CHATEAU DRIVE AND HICKORY LANE RECONSTRUCTION



FINAL ESTIMATE OF PROBABLE CONSTRUCTION COST  
June 27, 2019

CHATEAU DRIVE

|                                               | QUANTITY   | UNIT COST  | TOTAL COST      |
|-----------------------------------------------|------------|------------|-----------------|
| COMMON EXCAVATION                             | 1,100 C.Y. | \$20.00    | \$22,000.00     |
| SAW CUTTING ASPHALT ROADWAY                   | 155 L.F.   | \$5.00     | \$775.00        |
| SANITARY MANHOLE RING AND CASTING REPLACEMENT | 5 EACH     | \$600.00   | \$3,000.00      |
| 8" PVC WATER MAIN                             | 576 L.F.   | \$110.00   | \$63,360.00     |
| VALVE ABANDONMENT                             | 3 EACH     | \$400.00   | \$1,200.00      |
| SALVAGE HYDRANT                               | 1 EACH     | \$600.00   | \$600.00        |
| 1 1/4" WATER SERVICE RELAY                    | 350 L.F.   | \$105.00   | \$36,750.00     |
| HYDRANT ASSEMBLY                              | 1 EACH     | \$6,000.00 | \$6,000.00      |
| 8" GATE VALVE                                 | 3 EACH     | \$1,800.00 | \$5,400.00      |
| 12" RCP STORM SEWER                           | 448 L.F.   | \$60.00    | \$26,880.00     |
| CATCH BASIN                                   | 2 EACH     | \$2,400.00 | \$4,800.00      |
| 4" PVC STORM SEWER LATERAL (10 UNITS)         | 722 L.F.   | \$47.00    | \$33,934.00     |
| REMOVE CONCRETE SIDEWALK                      | 4,650 S.F. | \$1.00     | \$4,650.00      |
| 4" CONCRETE SIDEWALK                          | 5,000 S.F. | \$5.00     | \$25,000.00     |
| REMOVE CURB AND GUTTER                        | 1,165 L.F. | \$5.00     | \$5,825.00      |
| 30" CURB AND GUTTER TYPE D                    | 1,165 L.F. | \$20.00    | \$23,300.00     |
| REMOVE CONCRETE DRIVEWAY APRON                | 156 S.Y.   | \$6.00     | \$936.00        |
| 7" CONCRETE DRIVEWAY APRON                    | 2,277 S.F. | \$8.00     | \$18,216.00     |
| EXCAVATION BELOW SUBGRADE (EBS)               | 150 C.Y.   | \$20.00    | \$3,000.00      |
| EBS BACKFILL 1 1/4" DENSE                     | 150 TONS   | \$16.00    | \$2,400.00      |
| EBS BACKFILL 3" DENSE                         | 150 TONS   | \$18.00    | \$2,700.00      |
| CRUSHED AGGREGATE BASE COURSE 1 1/4"          | 1,375 TONS | \$16.00    | \$22,000.00     |
| LOWER LAYER HMA PAVEMENT                      | 460 TONS   | \$68.00    | \$31,280.00     |
| UPPER LAYER HMA PAVEMENT                      | 250 TONS   | \$72.00    | \$18,000.00     |
| TRAFFIC CONTROL                               | 1 L.S.     | \$4,000.00 | \$4,000.00      |
| TREE REMOVAL                                  | 2 EACH     | \$2,500.00 | \$5,000.00      |
| LAWN RESTORATION                              | 805 S.Y.   | \$18.00    | \$14,490.00     |
| INLET PROTECTION                              | 8 EACH     | \$100.00   | <u>\$800.00</u> |
| SUBTOTAL - CONSTRUCTION COST                  |            |            | \$386,296.00    |

**HICKORY LANE**

|                                               | QUANTITY   | UNIT COST  | TOTAL COST      |
|-----------------------------------------------|------------|------------|-----------------|
| COMMON EXCAVATION                             | 815 C.Y.   | \$20.00    | \$16,300.00     |
| SAW CUTTING ASPHALT ROADWAY                   | 175 L.F.   | \$5.00     | \$875.00        |
| SANITARY MANHOLE RING AND CASTING REPLACEMENT | 2 EACH     | \$600.00   | \$1,200.00      |
| 12" PVC WATER MAIN                            | 337 L.F.   | \$125.00   | \$42,125.00     |
| VALVE ABANDONMENT                             | 1 EACH     | \$400.00   | \$400.00        |
| 1 1/4" WATER SERVICE RELAY                    | 220 L.F.   | \$105.00   | \$23,100.00     |
| 12" GATE VALVE                                | 2 EACH     | \$2,500.00 | \$5,000.00      |
| 4" PVC STORM SEWER LATERAL                    | 309 L.F.   | \$47.00    | \$14,523.00     |
| REMOVE CONCRETE SIDEWALK                      | 2,540 S.F. | \$1.00     | \$2,540.00      |
| 4" CONCRETE SIDEWALK                          | 3,175 S.F. | \$5.00     | \$15,875.00     |
| REMOVE CURB AND GUTTER                        | 725 L.F.   | \$5.00     | \$3,625.00      |
| 30" CURB AND GUTTER TYPE D                    | 725 L.F.   | \$20.00    | \$14,500.00     |
| REMOVE CONCRETE DRIVEWAY APRON                | 51 S.Y.    | \$6.00     | \$306.00        |
| 7" CONCRETE DRIVEWAY APRON                    | 614 S.F.   | \$8.00     | \$4,912.00      |
| EXCAVATION BELOW SUBGRADE (EBS)               | 125 C.Y.   | \$20.00    | \$2,500.00      |
| EBS BACKFILL 1 1/4" DENSE                     | 125 TONS   | \$16.00    | \$2,000.00      |
| EBS BACKFILL 3" DENSE                         | 125 TONS   | \$18.00    | \$2,250.00      |
| CRUSHED AGGREGATE BASE COURSE 1 1/4"          | 1,025 TONS | \$16.00    | \$16,400.00     |
| LOWER LAYER HMA PAVEMENT                      | 350 TONS   | \$68.00    | \$23,800.00     |
| UPPER LAYER HMA PAVEMENT                      | 190 TONS   | \$72.00    | \$13,680.00     |
| TRAFFIC CONTROL                               | 1 L.S.     | \$4,000.00 | \$4,000.00      |
| TREE REMOVAL                                  | 3 EACH     | \$2,500.00 | \$7,500.00      |
| LAWN RESTORATION                              | 920 S.Y.   | \$18.00    | \$16,560.00     |
| INLET PROTECTION                              | 6 EACH     | \$100.00   | <u>\$600.00</u> |

SUBTOTAL - CONSTRUCTION COST \$234,571.00

TOTAL CONSTRUCTION COST \$620,867.00

CONTINGENCIES \$38,133.00

ENGINEERING, LEGAL & ADMINISTRATION \$95,000.00

**TOTAL PROJECT COST \$754,000.00**

## RESOLUTION #19-20

---

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

---

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

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

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

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

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

Introduced by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Vote: \_\_\_\_\_ Ayes \_\_\_\_\_ Nays Passed and Approved: \_\_\_\_\_

\_\_\_\_\_  
Michael E. Schwab - Village President

Attest: \_\_\_\_\_  
Jilline S. Dobratz - Village Clerk

Proof of Posting:

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

\_\_\_\_\_  
Village Official

\_\_\_\_\_  
Date

# Web AppBuilder for ArcGIS



July 19, 2019

1:994

- Trails
- Public Open Spaces
- Current Parcel
- PLSS Monument
- Road Centerline I, USH
- Road Centerline STH, CTH
- Road Centerline TWN, CVS, PVT
- Landhook
- Meander Line
- PLSS Boundary
- Plat
- Lot
- Parcels
- Parcel Retired YTD
- Right-of-Way
- Text Leader Lines

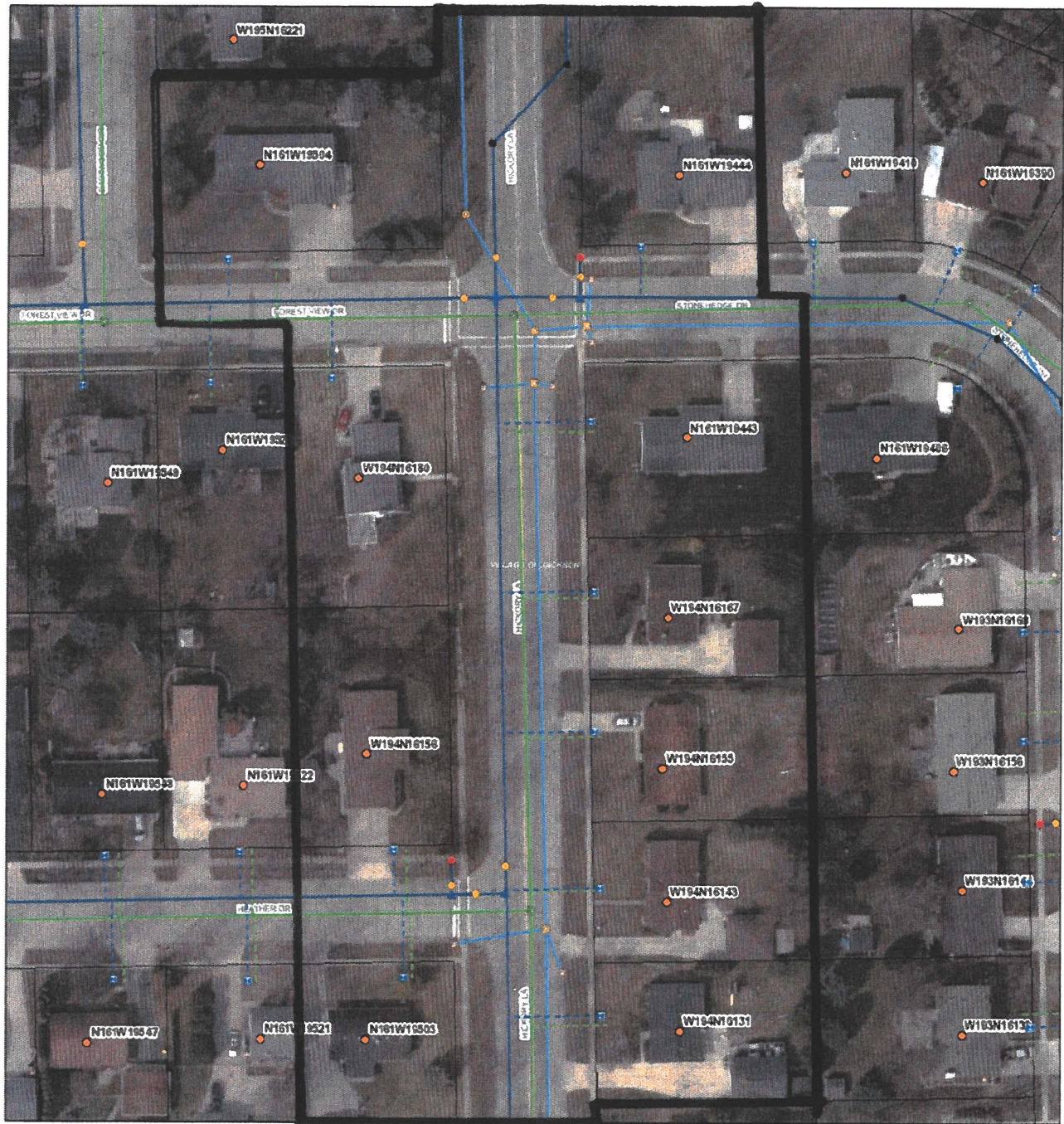
0 0.01 0.02 0.04 mi  
0 0.0175 0.035 0.07 km

EXHIBIT A



Washington County  
Washington County, Wisconsin

# Village of Jackson



4/24/2019, 11:42:29 AM

- |                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>Hydrants</li> <li>Water Valves</li> <li>Water Curb Stops</li> <li>Water Crosses</li> <li>Water Tees</li> <li>Water Bends</li> <li>Water Laterals</li> <li>Water Pipes</li> <li>Sanitary Manholes</li> <li>Sanitary Laterals</li> <li>Sanitary Pipes</li> </ul> | <ul style="list-style-type: none"> <li>Storm Structures</li> <li>MH</li> <li>CB</li> <li>Storm Pipes</li> <li>Parcels</li> <li>Municipality</li> <li>Railroad Centerlines</li> <li>Address Points</li> <li>&lt;all other values&gt;</li> <li>City of Hartford</li> <li>City of Milwaukee</li> <li>City of West Bend</li> </ul> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

- |                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>Town of Addison</li> <li>Town of Barton</li> <li>Town of Erin</li> <li>Town of Farmington</li> <li>Town of Germantown</li> <li>Town of Hartford</li> <li>Town of Jackson</li> <li>Town of Kewaskum</li> <li>Town of Polk</li> <li>Town of Trenton</li> <li>Town of Wayne</li> </ul> | <ul style="list-style-type: none"> <li>Town of West Bend</li> <li>Village of Germantown</li> <li>Village of Jackson</li> <li>Village of Kewaskum</li> <li>Village of Newburg</li> <li>Village of Richfield</li> <li>Village of Slinger</li> </ul> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

- Ortho2015
- Red: Band\_1
  - Green: Band\_2
  - Blue: Band\_3

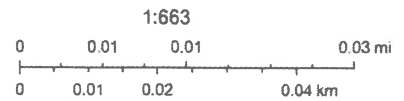


EXHIBIT B

2  
1  
2

## Brian Kober

---

**From:** Brian Kober  
**Sent:** Wednesday, July 24, 2019 3:24 PM  
**To:** Todd Berlinski  
**Cc:** John Walther; Dan Rathke; Jeff Deitsch  
**Subject:** RE: 784425 Jackson WT// Jackson, WI 53037  
**Attachments:** Page C8 and page 2 of agreement.pdf

Todd,

Thanks for the revised plans. After reviewing the proposal, there is additional equipment being added to the top of the tower which would require the agreement to be renegotiated.

The additional equipment are the six Kaelus combiners, one uscc raycap surge protector, three Ericsson RRU-11 B5 RRH, and three Ericsson RRU-11 B12 RRH.

This equipment shall be identified in the agreement along with the antennas with a dollar amount.

If you have any questions please do not hesitate to ask.

Brian W. Kober. P.E.  
Director of Public Works/Village Engineer  
W194 N16660 Eagle Drive  
PO Box 637  
Jackson, WI 53037  
Phone: 262-677-0707  
Fax: 262-677-8770

**From:** Todd Berlinski <toddberlinski@gmail.com>  
**Sent:** Wednesday, July 24, 2019 2:00 PM  
**To:** Brian Kober <brian.kober@villageofjackson.com>  
**Cc:** John Walther <john.walther@villageofjackson.com>; Dan Rathke <dan.rathke@villageofjackson.com>; Jeff Deitsch <jeff.deitsch@villageofjackson.com>  
**Subject:** Re: 784425 Jackson WT// Jackson, WI 53037

Brian -

The original plans didn't call for an increase in antenna count. As far as I can tell the scope of US Cellular equipment work remains the same. However, there won't be a new corral mount as was originally proposed and the existing antenna mounts are to be reinforced. Attached are the latest plans reflecting the final configuration.

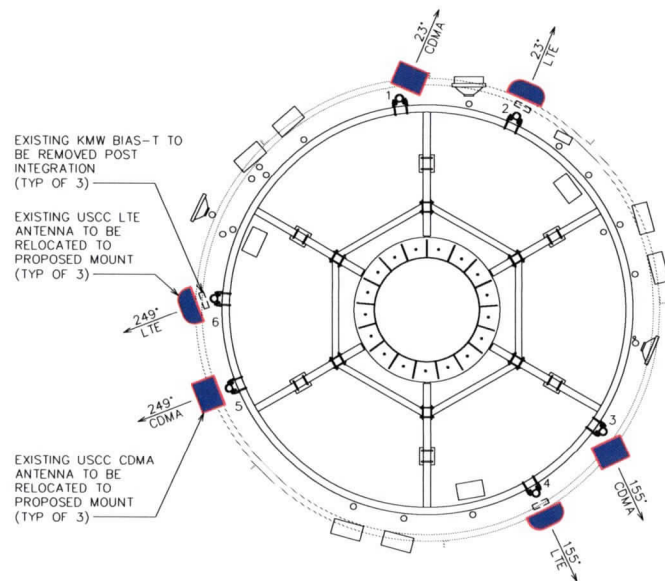
Thanks,  
Todd

On Wed, Jul 24, 2019 at 2:30 PM Brian Kober <[brian.kober@villageofjackson.com](mailto:brian.kober@villageofjackson.com)> wrote:

Todd,

## LEGEND

EXISTING LTE PANEL TO BE RELOCATED  
EXISTING CDMA PANEL TO BE RELOCATED  
EXISTING BIAS-T TO BE REMOVED

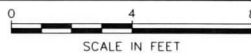


## EXISTING LOADING

| ANTENNAS |                         |                            |              | CABLES       |      |       |            | TOWER TOP RELATED EQUIPMENT |            |              |                 |
|----------|-------------------------|----------------------------|--------------|--------------|------|-------|------------|-----------------------------|------------|--------------|-----------------|
| SECTOR   | ANTENNA POSITION NUMBER | MANUFACTURER/ MODEL NUMBER | ELEC. D-TYPE | MECH. D-TYPE | TECH | BAND  | CABLE TYPE | CABLE SIZE                  | CABLE QTY. | CABLE LENGTH | ANTENNA NOTES   |
| ALPHA    | 1                       | BXA-7000-18-B5-EDN-S       | -            | 0"           | CDMA | B5    | COAX       | 1/4"                        | 2          | 234'-1"      | TO BE RELOCATED |
| ALPHA    | 2                       | AM-X-CW-18-B5-DO1-BET      | -            | 0"           | LTE  | B5/12 | COAX       | 3/8"                        | 2          | 234'-1"      | TO BE RELOCATED |
| BETA     | 3                       | BXA-7000-18-B5-EDN-S       | -            | 0"           | CDMA | B5    | COAX       | 1/4"                        | 2          | 234'-1"      | TO BE RELOCATED |
| BETA     | 4                       | AM-X-CW-18-B5-DO1-BET      | -            | 0"           | LTE  | B5/12 | COAX       | 3/8"                        | 2          | 234'-1"      | TO BE RELOCATED |
| GAMMA    | 5                       | BXA-7000-18-B5-EDN-S       | -            | 0"           | CDMA | B5    | COAX       | 1/4"                        | 2          | 234'-1"      | TO BE RELOCATED |
| GAMMA    | 6                       | AM-X-CW-18-B5-DO1-BET      | -            | 0"           | LTE  | B5/12 | COAX       | 3/8"                        | 2          | 234'-1"      | TO BE RELOCATED |

## EXISTING ANTENNA ASSIGNMENT

SCALE: 1/4" = 1'-0"

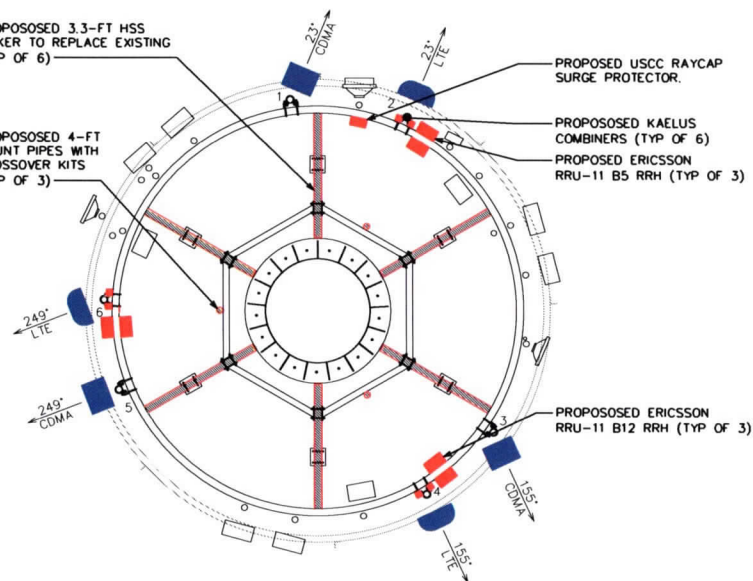


## LEGEND

EXISTING RELOCATED LTE ANTENNA  
EXISTING RELOCATED CDMA ANTENNA  
PROPOSED RAYCAP SURGE PROTECTOR  
PROPOSED ERICSSON B5/B12 RRUs  
PROPOSED COMBINERS

PROPOSED 3.3-FT HSS KICKER TO REPLACE EXISTING (TYP OF 6)

PROPOSED 4-FT MOUNT PIPES WITH CROSSOVER KITS (TYP OF 3)



## PROPOSED LOADING

| ANTENNAS |                         |                            |              | CABLES       |      |       |            | TOWER TOP RELATED EQUIPMENT |            |              |                 |
|----------|-------------------------|----------------------------|--------------|--------------|------|-------|------------|-----------------------------|------------|--------------|-----------------|
| SECTOR   | ANTENNA POSITION NUMBER | MANUFACTURER/ MODEL NUMBER | ELEC. D-TYPE | MECH. D-TYPE | TECH | BAND  | CABLE TYPE | CABLE SIZE                  | CABLE QTY. | CABLE LENGTH | ANTENNA NOTES   |
| ALPHA    | 1                       | BXA-7000-18-B5-EDN-S       | -            | 0"           | CDMA | B5    | COAX       | 1/4"                        | 2          | 234'-1"      | TO BE RELOCATED |
| ALPHA    | 2                       | AM-X-CW-18-B5-DO1-BET      | -            | 0"           | LTE  | B5/12 | COAX       | 3/8"                        | 2          | 234'-1"      | TO BE RELOCATED |
| BETA     | 3                       | BXA-7000-18-B5-EDN-S       | -            | 0"           | CDMA | B5    | COAX       | 1/4"                        | 2          | 234'-1"      | TO BE RELOCATED |
| BETA     | 4                       | AM-X-CW-18-B5-DO1-BET      | -            | 0"           | LTE  | B5/12 | COAX       | 3/8"                        | 2          | 234'-1"      | TO BE RELOCATED |
| GAMMA    | 5                       | BXA-7000-18-B5-EDN-S       | -            | 0"           | CDMA | B5    | COAX       | 1/4"                        | 2          | 234'-1"      | TO BE RELOCATED |
| GAMMA    | 6                       | AM-X-CW-18-B5-DO1-BET      | -            | 0"           | LTE  | B5/12 | COAX       | 3/8"                        | 2          | 234'-1"      | TO BE RELOCATED |

\*\*RAYCAP, RRHs AND COMBINERS LOCATED IN RRH MOUNT SEE SHEET C-9 FOR DETAILS.  
\*\*CONTRACTOR TO CONFIRM FINAL LOADING PRIOR TO INSTALL.  
\*\*CONTRACTOR TO REPLACE TOP HARDLINE CONNECTOR AND JUMPER ON CDMA ANTENNAS WHERE WE HAVE TO BREAK THE CONNECTION TO RELOCATE WHEN APPLICABLE.

## PROPOSED ANTENNA ASSIGNMENT

SCALE: 1/4" = 1'-0"



## NOTES:

1. LTE AND CDMA AZIMUTH ADJUSTMENT REQUIRED.
2. PROPOSED CORRAL MOUNT MODIFICATIONS HAVE SUFFICIENT CAPACITY TO SUPPORT PROPOSED LOADING. SEE APPURTENANCE MOUNT MODIFICATION ANALYSIS REPORT BY TEP, DATED JUNE 27, 2019 FOR MORE DETAILS.

PLANS PREPARED FOR:

**U.S. Cellular**  
8410 W. BRYN MAWR, SUITE 700  
CHICAGO, IL 60631  
(773) 399-8900

PROJECT INFORMATION:

**784425**  
**JACKSON WT**  
W227 N16551 SYSCO DRIVE  
JACKSON, WI 53037  
(WASHINGTON COUNTY)

PLANS PREPARED BY:

**TOWER ENGINEERING PROFESSIONALS**  
326 TRYON ROAD  
RALEIGH, NC 27603-3530  
OFFICE: 919-666-6351  
www.tepgroup.net

SEAL:

**GRAHAM M. ANDRES**  
44618-8  
RALEIGH NC  
PROFESSIONAL ENGINEER  
June 28, 2019

|           |          |                 |
|-----------|----------|-----------------|
| 2         | 06-28-19 | CONSTRUCTION    |
| 1         | 04-16-19 | CONSTRUCTION    |
| 0         | 03-04-19 | PRELIMINARY     |
| REV       | DATE     | ISSUED FOR:     |
| DRAWN BY: | RSR      | CHECKED BY: JPE |

SHEET TITLE:

**ANTENNA MOUNTING DETAILS**

|               |                      |
|---------------|----------------------|
| SHEET NUMBER: | REVISION:            |
| <b>C-8</b>    | <b>2</b>             |
|               | TEP#: 147657, 217025 |

4. Use. USCOC may use the leased premises for the installation, operation, and maintenance of facilities for the transmission and reception of radio communication signals in such frequencies as may be assigned to USCOC by the Federal Communications Commission ("FCC") and for the operation of related equipment in accordance with the provisions of this Lease. USCOC shall use the leased premises in compliance with all federal, state, local laws and regulations. If for any reason USCOC's use of the leased premises fails to comply with any federal, state or local law and USCOC fails to bring its use within compliance within thirty days of written notice of such noncompliance, this Lease shall be terminated as provided herein, provided that such thirty (30) day period shall be extended as reasonably necessary in the event that USCOC is proceeding in good faith with due diligence to cure such default but is unable to within thirty (30) days. JACKSON agrees to reasonably cooperate with USCOC in obtaining, at USCOC's expense, all licenses and permits required for USCOC's use of the leased premises.

5. Installation of Improvements, Access, Utilities.

a. USCOC shall have the right, at its sole cost and expense, to install, operate and maintain the facilities on the leased portions of the Tower described in Exhibit "A" attached hereto, which facilities include radio transmitting and receiving antennas (the "Antenna Facilities"). USCOC's installation of all such equipment, personal property, and facilities shall be done according to plans approved by JACKSON, and no equipment or property shall be subsequently relocated without JACKSON's approval which approvals shall not be unreasonably withheld, delayed or conditioned. The Antenna Facilities shall remain the exclusive property of USCOC, subject to the provisions of Paragraph 7 of this Lease.

b. USCOC may update or replace the Antenna facilities from time to time with the prior written approval of JACKSON, provided that the replacement facilities are not greater in number or size than the existing facilities and provided that their location on the leased portions of the tower is satisfactory to JACKSON. USCOC shall submit to JACKSON a proposal for any such replacement facilities, and for any supplemental materials as may be reasonably requested for JACKSON's evaluation and approval, which approval shall not be unreasonably withheld, delayed or conditioned. All costs for required structural studies will be paid by USCOC within 30 days of receipt of a detailed invoice.

c. USCOC shall have the right, at its sole cost and expense, to install, operate and maintain on the leased portions of the Property the improvements described in Exhibit "A" attached hereto, which improvements include a structure to house USCOC's equipment. All such improvements shall be constructed in accordance with JACKSON's specifications and according to a site plan approved by JACKSON. The Equipment Shelter and all equipment stored or operated therein, for the benefit of USCOC, shall remain the exclusive property of USCOC, subject to the provisions of Paragraph 7 of this Lease. No equipment shall be stored on the Property outside of the Equipment Shelter, and all appropriate permits must be obtained prior to construction and use of the Equipment Shelter.

d. At all times during this Lease, JACKSON hereby grants to USCOC a nonexclusive easement for ingress, egress, and access over the Property which gives USCOC access to the Equipment Shelter and to the base of the water tower at no additional charge to USCOC.

e. USCOC, at all times during this Lease, shall have access to the Property and the Equipment Shelter in order to install, operate and maintain its transmission facilities. USCOC shall have access to the Tower only with the approval of JACKSON and in the presence of an employee of JACKSON. USCOC shall request access to the Tower twenty-four hours in advance and JACKSON's approval thereof shall not be unreasonably withheld, delayed or conditioned. In an emergency, such notice shall be given to JACKSON as soon as possible, and JACKSON will use its best efforts to provide access to the Tower as soon as possible.

f. Utilities required for the operation of the communications facility shall be the sole responsibility of USCOC, however, JACKSON agrees to cooperate with USCOC in its efforts to obtain utilities from any mutually agreeable location provided by servicing utility.

g. USCOC shall provide JACKSON with "as built" drawings of the equipment installed on the water tower and improvements installed on the Property which show the actual location of all equipment and improvements. Such drawings shall be accompanied by a complete and detailed inventory of all equipment,

**DRAFT Minutes**  
**Board of Public Works Meeting**  
**Tuesday, July 30, 2019 at 7:00 p.m.**  
**Jackson Village Hall**  
**N168 W20733 Main Street**

**1. Call to Order and Roll Call.**

Chair Tr. Olson called the meeting to order at 7:09 p.m.

Members present: Chair Tr. Olson, Brian Heckendorf, Dan Leonard, Tr. Lippold, Sarah Malchow, Tr. Malcolm, and Gloria Teifke

Members excused: None

Board Member Present: Tr. Kurtz

Staff present: Brian Kober, and John Walther.

**2. Approval of the Board of Public Works Minutes of June 25, 2019.**

Motion by Brian Heckendorf, second by Gloria Teifke to approve the Board of Public Works minutes of June 25, 2019.

Vote: 7 ayes, 0 nays. Motion carried.

**3. Review of Proposal for Public Facilities Needs Assessment and Impact Fee Study – City Water and Trilogy Consulting, LLC.**

Brian Kober reviewed the proposal for a Public Facilities Needs Assessment and Impact Fee Study from Trilogy Consulting, LLC. City Water will be offering minor assistance with identifying the projects and costs for the water impact fee. The Village's current study was completed in 2010. State statute requires impact fees be collected in seven years and used in ten years. A new study needs to be completed for the next ten years.

Motion by Brian Heckendorf, second by Tr. Olson recommend Budget & Finance and Village Board approve the proposal for Public Facilities Needs Assessment and Impact Fee Study from Trilogy Consulting, LLC in the amount of \$15,840.00.

Vote: 7 ayes, 0 nays. Motion carried.

**4. Review of bids for 2019 Improvements Sherman Rd Drainage and Jackson Park Alley Reconstruction Project.**

Brian Kober explained there was one bidder for the project and the bid was higher than the Engineer's Estimate. The construction industry has changed and trying to get contractors to bid on projects has become an issue. The projects should be completed and holding off does not guarantee a lower price in the future. Chair Tr. Olson and along with Tr. Lippold spoke on a special assessment for the benefiting properties in the Jackson Alley Project. Mr. Kober recommended having a resolution ready for review at the next meeting.

Motion by Brian Heckendorf, second by Tr. Lippold recommend Budget & Finance and Village Board accept the bid from Payne & Dolan in the amount of \$255,747.00 for the 2019 Improvements Sherman Rd Drainage and Jackson Park Alley Reconstruction Project.

Vote: 7 ayes, 0 nays. Motion carried.

- 5. Review of bids for 2019 Chateau Dr & Hickory Lane Reconstruction Project.**  
Brian Kober commented again the Village only had one bidder for the project. The same bidder from the other project. An Informal Informational Meeting was held prior to the Board of Public Works meeting with the residents in both proposed construction areas. The bid is over the Engineer's Estimate, although, the previous years the bids have all over the Engineer's Estimate.  
Motion by Chair Tr. Olson, second by Tr. Lippold to recommend Budget & Finance and Village Board accept the bid from Payne & Dolan in the amount of \$873,842.00 for the 2019 Chateau Dr and Hickory Lane Reconstruction Project.  
Vote: 7 ayes, 0 nays. Motion carried.
- 6. Resolution 19-20 Preliminary Assessment for Chateau Dr and Hickory Lane Reconstruction Project.**  
Brian Kober explained the two items that are being special assessed for the project are sidewalk and storm sewer lateral.  
Motion by Brian Heckendorf, second by Chair Tr. Olson to recommend Budget & Finance and Village Board approve Resolution 19-20 Preliminary Assessment for Chateau Dr and Hickory Lane Reconstruction Project.  
Vote: 7 ayes, 0 nays. Motion carried.
- 7. Limited Water Service Study.**  
Brian Kober explained that City Water and Jackson Water Utility are collecting data to finalize the report for possible review at the next Board of Public Works meeting.  
Motion by Chair Tr. Olson, second by Tr. Lippold to refer discussion of Limited Water Service Study to the next meeting.  
Vote: 7 ayes, 0 nays. Motion carried.
- 8. Review of US Cellular Antenna Reconfiguration – White Water Tower.**  
Brian Kober reviewed the new proposal from US Cellular. Now the proposal is to reinforce the existing antenna structure and add thirteen pieces of equipment to the tower. The lease agreement would change with an increase of \$250 per month or \$3,000 per year. The current lease agreement is approved until August 2022.  
Motion by Chair Tr. Olson, second by Tr. Lippold to recommend Budget & Finance and Village Board accept the proposed amended lease agreement from US Cellular Antenna Reconfiguration Project for the white-water tower.  
Vote: 7 ayes, 0 nays. Motion carried.
- 9. Discussion of Village Informational Signs.**  
Brian Kober still needs to apply for a permit from the WisDOT to install the signs in the State Highway 60 right of way.  
Motion by Chair Tr. Olson, second by Tr. Lippold to refer discussion of Village Informational signs to the next meeting for staff to pursue the signs with the WisDOT.  
Vote: 7 ayes, 0 nays. Motion carried.
- 10. Director of Public Works Report.**

Brian Kober gave the report. Discussion continues with Washington County Highway Department and WisDOT on ownership of the old park-n-ride lot in the southeast corner of CTH P and STH 60. Both groups think they own the right of way. More discussion needs to happen to figure it out.

On Saturday, September 7, 2019 from 1 to 5 PM at the former Ruben Schmahl Farm the Jackson Sewer Utility, Washington County, and Cedar Creek Farmers Group are hosting the Cedar Creek Community Connection Event. The event is an in the field, hands-on, agricultural and urban event educating families that live in the Village, out in the country, or on the farm. Food and entertainment available during the event.

Motion by Chair Tr. Olson, second by Tr. Lippold to place the Director of Public Works report on file.

Vote: 7 ayes, 0 nays. Motion carried.

**11. Citizens/Village Staff to Address the Board.**

Bidding of projects was discussed.

**12. Adjourn.**

Motion by Tr. Lippold, second by Brian Heckendorf to adjourn.

Vote: 7 ayes, 0 nays. Meeting was adjourned 8:13 p.m.

Respectfully submitted,

Brian W. Kober, P.E.  
Director of Public Works/Village Engineer