



**VILLAGE OF JACKSON
VILLAGE BOARD MEETING AGENDA
MAY 9, 2023 at 7:30 P.M.
VILLAGE BOARD ROOM**

N168W19851 MAIN STREET, JACKSON, WI 53037

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Hearing
 - a. Discussion of Amending the 2023 General Fund Budget
4. Village Citizen Comment on an Agenda Item (Please sign-in with the Clerk prior to speaking. Please note this is the Village Board's monthly business meeting, not a public hearing and comments are typically a one-way conversation. Residents wishing to speak on any item on the agenda should present their comments under this agenda item. Each commenter will be limited to 2 minutes, for a total time limit of 15 minutes. Comments beyond 15 minutes will be moved to the end of the meeting at the discretion of the President.)
5. Consent Agenda (Prior to voting on the Consent Agenda, items may be removed at the request of any Trustee and be placed on the agenda following this item.)
 - a. Approval of Minutes for the Village Board Meeting of April 11, 2023
 - b. 2023-2024 Weights and Measures Inspection Memorandum of Agreement – WADTCP
 - c. License Agreement to Farm Public Land, 1st Amendment – Robert Loduha
 - d. Jackson Water Utility 2022 Consumer Confidence Report
 - e. Memorandum of Agreement, 1st Amendment – Washington County Next Generation Housing Fund
 - f. Resolution #23-09 – Amendment to the Village Comprehensive Plan definition of Medium-Density Residential
6. Resolution #23-11 – Adoption of Amended 2023 General Fund Budget
7. Resolution #23-12 – Honoring Mike Schwab for his Service to the Village
8. Applications for New Operator's Licenses:
 - a. East Side Mart, Main Street Mart, & The Village Mart: Alyssa Kincanon; Kristina Nehring, Paige Ziegler
9. Selection of Process to Fill Vacant Seat of a Village Trustee to Serve the Remainder of the Term until April of 2024
10. Land Acquisition Authorization and Review of Transportation Plat for a Roundabout to be constructed at Eagle Drive and STH 60 in 2024
11. Proposed Amendment to the Organizational Chart – Fire Department
12. Budget & Finance Committee
 - a. Letter of Credit Reduction – Morning Meadows Phase II, Home Path Financial
 - b. Resolution #23-10 Providing for the Sale of Approximately \$5,540,000 Water and Sewer System Revenue Bonds, Series 2023B

- c. Review of Bids – STH 60 Street Lighting Replacement Project
 - d. Pay Request #3 – STH 60 Utility Upgrade Project
 - e. Jackson Community Center Expansion Study Phase I Review and Phase II Consideration – Zimmerman Architects
- 13. Plan Commission
 - a. Concept Plan – Jackson Townhouses for properties identified as Tax Parcels: V3_019700N, V3_019700U, V3_019700T – James Kupfer
 - b. Three-Lot Certified Survey Map (CSM) for properties identified as Tax Key: V3_053600C – Village of Jackson
 - 14. Personnel Committee
 - a. Employee Handbook Revision – Health Insurance Opt-Out Stipend
 - 15. West Bend School District Report
 - 16. Washington County Board Report
 - 17. Greater Jackson Business Alliance Report
 - 18. Mid-Moraine Municipal Association Report
 - 19. Citizens to Address the Village Board (...Continued)
 - 20. Closed Session pursuant to Wis. Stats. § 19.85(1)(e) “deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and pursuant to Wis. Stats. § 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.” The purpose of the Closed Session is to discuss the Village strategic approaches related to the sale and development of properties publicly owned in TID 7 and to receive information and discuss performance and continued employment matters involving a specific employee.
 - 21. Reconvene in Open Session with Possible Action Related to the Subject of the Preceding Closed Session
 - 22. Adjourn

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

AFFIDAVIT OF PUBLICATION

State of Wisconsin Circuit Court Washington County

PROOF OF PUBLICATION

Telephone Number: 262-677-9001

ACCT Number: 201274

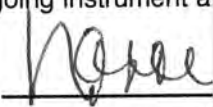
Account Name: Jackson, Village Of
Address: N168 W19851 Main St
Jackson, WI 53037

IN THE MATTER OF: 2023 Amended Budget
AD Number: 274737004
AD Cost: 233.90

I, Sheryl Pals, being sworn,
I am the billing coordinator for
circulation, printed and published in
Washington County, Wisconsin
publication of legal notices.
The notice, of which is published in
newspaper as published on

STATE OF WISCONSIN
WASHINGTON COUNTY

Personally came before me
the above named
the foregoing instrument and

Signed: 

Notary

My Commission expires: _____

PUBLIC NOTICE

There will be a Public Hearing on the Amended 2023 General Fund Budget, on Tuesday, May 9, 2023 at 7:30 pm at the Jackson Municipal Complex, located at N168W19851 Main Street, in the Village of Jackson, WI. The entire Amended 2023 Budget Detail may be viewed during regular working hours at the Jackson Administrative Offices before the Public Hearing.

VILLAGE OF JACKSON 2023 GENERAL FUND BUDGET

	2021 ACTUAL	2022 BUDGET	ADOPTED 2023 BUDGET	AMENDED 2023 BUDGET	% Change From Adopted 2023 Budget
REVENUES					
TAXES	3,127,704	3,418,228	3,848,902	3,848,902	0.00%
INTERGOVERNMENTAL	1,081,241	701,537	719,715	719,715	0.00%
LICENSES AND PERMITS	399,797	274,350	263,510	263,390	-0.05%
FORFEITURES AND PENALTIES	35,875	66,000	65,000	65,000	0.00%
PUBLIC CHARGES FOR SERVICES	190,407	60,820	44,640	44,640	0.00%
MISCELLANEOUS REVENUES	115,383	80,729	75,436	75,436	0.00%
TOTAL REVENUES	4,950,407	4,601,664	5,017,202	5,017,082	0.00%

EXPENDITURES

GENERAL GOVERNMENT	711,692	669,223	748,332	748,212	-0.02%
PUBLIC SAFETY	1,807,152	2,538,637	2,812,877	2,812,877	0.00%
PUBLIC WORKS	990,784	1,163,573	1,223,183	1,223,183	0.00%
CULTURE AND RECREATION	215,446	230,231	232,811	232,811	0.00%
CAPITAL OUTLAY	59,928	0	0	0	0.00%
TRANSFERS TO OTHER FUNDS	0	0	0	0	0.00%
TOTAL EXPENDITURES	3,785,002	4,601,664	5,017,202	5,017,082	0.00%

TAX LEVY WITH TID INCREMENT 5,436,100 6,190,869 5,983,468 -3.35%

ASSESSED VALUE 665,436,745 903,288,566 923,155,555 2.20%

TAX RATE PER THOUSAND 8.17 6.85 6.48 -5.40%

	GENERAL FUND	DEBT SERVICE FUND	RECREATION FUND	FIRE AND RESCUE FUND	CAPITAL PROJECTS	SEWER UTILITY	WATER UTILITY	TOTAL ALL FUNDS
BUDGET SUMMARY ALL FUNDS:								
TOTAL REVENUES 2023	4,503,510	1,885,898	552,515	1,269,980	1,206,555	2,024,244	1,563,498	13,006,201
TOTAL EXPENDITURES 2023	4,503,510	1,885,898	552,515	1,269,980	1,206,555	2,024,244	1,563,498	13,006,200
FUND BALANCE								
JANUARY 1, 2021	1,807,907	616,039	33,295	545,863	2,153,249	1,068,738	510,052	5,156,353
DECEMBER 31, 2021	2,601,033	865,205	52,222	645,167	2,041,114	4,957,749	420,814	5,156,353

	2021 ACTUAL	2022 ACTUAL	2023 ADOPTED	2023 AMENDED	PERCENT CHANGE
TAX LEVY SUMMARY:					
GENERAL FUND	2,768,570	3,062,728	3,493,652	3,493,652	0.000%
DEBT SERVICE FUND	1,875,577	2,320,042	1,632,859	1,632,859	0.000%
RECREATION FUND	194,015	209,185	232,715	232,715	0.000%
CAPITAL PROJECTS	186,360	163,000	181,390	181,390	0.000%
	5,024,522	5,754,955	5,540,616	5,540,616	0.000%

ESTIMATED INDEBTEDNESS AT DECEMBER 31, 2021

GENERAL OBLIGATION NOTES AND BONDS 19,832,115

IMPACT FEE BALANCE 10-31-2022:

PARK	108,783
POLICE AND FIRE	39,162
WATER UTILITY	33,094
SEWER	2,018,366
SOUTH INTERCEPTOR	59,169

WNAXLP



Taking the lead in Washington County.

MEMO

TO: Brian Heckendorf, Village President; Village Board of Trustees

FROM: Jen Keller, Village Administrator

RE: Consent Agenda

DATE: May 5, 2023

Background

Items recommended for consideration of approval within a consent agenda are matters that could be classified as either routine via monthly or annual review, or they are an approval that the Board would have previously issued with changes causing the items to come back to the body for consideration. Furthermore, appointments of committee members, or resolutions and ordinances that are not financially significant may be considered.

The annual Weights and Measures contract is an agreement the Village has maintained with the State, performing inspection and renewals for businesses in Jackson required by state law to comply with applicable weights and measures regulations. The proposed contract does include an increase in cost for services which Staff believe can be absorbed in the adopted budget.

The License Agreement to Farm Public Land has been amended to no longer include the eastern half of the commercial property owned by the Village in TID 7 and extends the term to end of the year. This change is prompted by the need to reflect current activity on the site which only includes farming on the western half as well as potentiality of the lots being sold and clearing unaffected properties of the license agreement.

The update MOA with Washington County Next Generation Housing Fund includes changes as discussed at the February Village Board meeting, as well as language changing how the co-broke fees are managed with a shared commission of 4% for home sales. There is also language that now provides for pilot communities to work in good faith with Washington County, meaning not all funding used for due diligence of a site and planning for a project must be reimbursed to the County if the projects doesn't move forward.

Potential Motion

To approve minutes for the Village Board meeting of April 11, 2023 and Special Village Board Meeting of April 18, 2023, acceptance of the 2023-2024 Weights and Measures Inspection Memorandum of Agreement for WADTCP, approval of the License Agreement to Farm Public Land, 1st Amendment for Robert Loduha, Acceptance of the Jackson Water Utility 2022 Consumer Confidence Report, approval of the Memorandum of Agreement, 1st Amendment for the Washington County Next Generation Housing Fund, and adoption of Resolution #23-09 to Amend the Village Comprehensive Plan definition of Medium-Density Residential.

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

www.villageofjacksonwi.gov



Taking the lead in Washington County.

Attachments:

1. Minutes of the April 11, 2023 Village Board meeting
2. 2023-2024 Weights and Measures Inspector MOA - WADTCP
3. License Agreement to Farm Public Land, 1st Amendment – Robert Loduah
4. Jackson Water Utility 2022 CCR
5. MOA, 1st Amendment – Washington County Next Generation Housing Fund
6. Resolution #23-09 – Amendment to the Village Comprehensive Plan Definition of Medium-Density Residential

DRAFT MINUTES
Village Board Meeting
Tuesday, April 11, 2023 at 7:30 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call

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

Members Present: Trustees Emmrich, Engelhardt, Heckendorf, Matter and Wells

Member Excused: Trustee Kruepke

Staff Present: Building Inspector Collin Johnson, Administrator Jen Keller, Director of Public Works/Village Engineer Brian Kober, Fire Chief Aaron Swaney, Parks and Recreation Director Kelly Valentino, Police Chief Ryan Vossekuil and Village Clerk Jilline Dobratz

Also Present: Ken Frank of Home Path Financial, Kurt Henning of DFN Properties, LLC, Trisha Smith of Germantown Library, Christian Tscheschlok of Economic Development Washington County (EDWC)

2. Pledge of Allegiance

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

3. Ceremonial Oath of Office – Matt Grevenow – Firefighter/Paramedic

Fire Chief Swaney introduced Firefighter/Paramedic Matt Grevenow. Clerk Dobratz conducted the ceremonial oath of office to Firefighter/Paramedic Matt Grevenow.

4. Village Citizen Comment on an Agenda Item

None.

5. Presentation – Germantown Community Library Annual Report – Trisha Smith, Germantown Library

Trisha Smith gave a presentation on Germantown's library highlights from 2022 and spoke on Washington County libraries in general. Tax dollars fund the libraries. Physical circulation from non-libraries have increased 6.8% from 2021. A mobile book trailer will be in Jackson over the summer months at Hickory Park. The library's strategic plan was reviewed.

6. Presentation – TID 7 Commercial Site Development Plan – Christian Tscheschlok, Economic Development Washington County

Christian Tscheschlok presented the Development Plan for the TID 7 Commercial site and stated the Village is best positioned to retain the role of "master developer" for the site. Next steps and the timeline of the phases were reviewed.

Motion by Pres. Schwab, second by Tr. Wells, accept the development plan as presented.

Vote: 6 ayes, 0 nays. Motion carried.

7. Ordinance #23-04 – Rezoning Parcel #V3_053600C from Planned Unit Development (PUD) to B-1, Community Business District – Village of Jackson (2nd Reading)

Motion by Pres. Schwab, second by Tr. Emmrich, to approve Ordinance #23-04 to Rezone Parcel V3_053600C from Planned Unit Development (PUD) to B-1, Community Business District and to amend the zoning map accordingly.

Vote: 6 ayes, 0 nays. Motion carried.

8. Ordinance #23-05 – Amending Ordinance Section 48-177 Pertaining to Parking Requirements (2nd Reading)

Motion by Tr. Emmrich, second by Tr. Engelhardt, to approve Ordinance #23-05 Amending Section 48-177 of the Village Code regarding Parking Requirements.

Vote: 6 ayes, 0 nays. Motion carried.

9. Resolution #23-08 – Proclaiming Arbor Day in the Village of Jackson

Motion by Tr. Heckendorf, second by Tr. Emmrich, to approve Resolution #23-08 – Proclaiming Arbor Day in the Village of Jackson.

Vote: 6 ayes, 0 nays. Motion carried.

10. Approval of Minutes for the Village Board Meeting of March 14, 2023

Motion by Tr. Emmrich, second by Tr. Engelhardt, to approve the minutes for the Village Board Meeting of March 14, 2023.

Vote: 6 ayes, 0 nays. Motion carried.

11. Approval of Licenses

- Class B Picnic License:
 - o Jackson Festivals, Inc. – Action in Jackson on June 9 – June 10, 2023
- Entertainment License:
 - o Jackson Festivals, Inc. – Action in Jackson on June 9 – June 11, 2023
- Operator's Licenses:
 - o East Side Mart, Main Street Mart & The Village Mart: Amber Bryant, Jean Budzinski, Joesph Weigl, Monay Thompson

Motion by Tr. Wells, second by Tr. Emmrich, to approve the licenses as listed.

Vote: 5 ayes, 0 nays, 1 abstain (Tr. Heckendorf). Motion carried.

12. Budget & Finance Committee

• **Review of Proposed 2023 Budget Amendment**

Motion by Pres. Schwab, second by Tr. Heckendorf, to approve staff to publish an amended 2023 budget notice and schedule a public hearing for May 9, 2023.

Vote: 6 ayes, 0 nays. Motion carried.

• **Update to Next Generation Housing TID Analysis**

Motion by Pres. Schwab, second by Tr. Heckendorf, to grant latitude to the staff to adjust lot prices and incentives in such a way for the TID to close by 2040.

Administrator Keller provided information on potential incentives. The total amount of the borrow was clarified.

Vote: 6 ayes, 0 nays. Motion carried.

• **Review of Bids for The Oaks of Jackson Subdivision Road and Utility Installation**

Motion by Pres. Schwab, second by Tr. Heckendorf, to accept the bid in the amount of \$1,955,419.53 with DF Tomasini Contractors, Inc. with alternate number three for a credit of \$24,000.00 to sell the topsoil from the site and approval of the extension of water and sanitary sewer lines to serve the property.

Vote: 6 ayes, 0 nays. Motion carried.

- **Review of Bids for 2023 Utility and Street Improvements CTH P, Sherman Road and Highland Road**

Motion by Pres. Schwab, second by Tr. Wells, to approve the contract from Vinton Construction Company in the amount of \$2,175,906.55 for 2023 Utility and Street Improvements CTH P, Sherman Road and Highland Road.

Discussion on changes for potential lower costs ensued.

Vote: 6 ayes, 0 nays. Motion carried.

- **Resolution #23-06 Preliminary Intent to Special Assess for Highland Road Improvements**

Motion by Pres. Schwab, second by Tr. Wells, to approve Resolution #23-06 Preliminary Intent to Special Assess for Highland Road Improvements.

The special assessment area was clarified.

Vote: 6 ayes, 0 nays. Motion carried.

- **Resolution #23-07 Preliminary Intent to Special Assess for Sherman Road Sanitary Sewer Installation**

Motion by Tr. Matter, second by Tr. Engelhardt, to approve Resolution #23-07

Preliminary Intent to Special Assess for Sherman Road Sanitary Sewer Installation.

Vote: 6 ayes, 0 nays. Motion carried.

- **Pay Request #2 – STH 60 Utility Upgrade Project**

Motion by Tr. Heckendorf, second by Tr. Wells, to approve Pay Request #2 for STH 60 Utility Upgrade Project to Advance Construction in the amount of \$159,957.53.

Vote: 6 ayes, 0 nays. Motion carried.

13. Plan Commission

- **Concept Plan – Morning Meadows Subdivision, Phase III – Home Path Financial LP**

Ken Frank of Home Path Financial presented the concept plan. Information on the units, price points, property ownership, and proposed lot sizes were explained.

- **Two-Lot Certified Survey Map (CSM) for properties identified as Tax Key: V3_046500E001 and Tax Key: V3_046500E002 – DFN Properties, LLC**

Motion by Tr. Wells, second by Pres. Schwab, to approve the Two-Lot Certified Survey Map (CSM) for properties identified as Tax Key: V3_046500E001 and Tax Key:

V3_046500E002 – DFN Properties, LLC.

Vote: 6 ayes, 0 nays. Motion carried.

- **One-Lot Certified Survey Map (CSM) for properties identified as Tax Key: V3_019700N, V3_019700T, V3_019700U – James Kupfer**

Motion by Tr. Heckendorf, second by Tr. Engelhardt, to approve the One-Lot Certified Survey Map (CSM) for properties identified as Tax Key: V3_019700N, V3_019700T, V3_019700U – James Kupfer.

Vote: 6 ayes, 0 nays. Motion carried.

14. West Bend School District Report

Tr. Wells reported the elected School Board members from last Tuesday's election included Chad Tamez, Kelly Land and Julie Krueger.

15. Washington County Board Report

Pres. Schwab provided an update on the next meeting which will include; Capital Improvement Plan for the next 5 years, a higher education discussion and how to proceed with the Samaritan Home.

16. Greater Jackson Business Alliance Report

Tr. Matter stated the last meeting included Village updates. May's meeting will be a breakfast meeting to discuss business assistance during construction this year and next.

17. Mid-Moraine Municipal Association Report

Tr. Wells stated the next meeting will be in the Board Room April 12th at 7:00 p.m. The topic of the meeting included review of different Fire Department training requirements and the County sales tax initiative.

18. Citizens to Address the Village Board

Sandy Gaeth and Jack Kulwikowski from Coffeerville Company commented on problems with losing eight employees and business dropping 50 to 60 percent during road construction. Village assistance was requested.

Supervisor Robert Hartwig thanked the Administrator Keller and Director Kober for taking time to discuss maintenance of shared Village and Town roads. He wished President Schwab good luck in the future and thanked him for all of his work.

19. Adjourn

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

Vote: 6 ayes, 0 nays. Meeting was adjourned at 8:25 p.m.

Respectfully submitted:

Jilline Dobratz, *MMC/WCPC*
Village Clerk



State of Wisconsin
Governor Tony Evers

Department of Agriculture, Trade and Consumer Protection
Secretary Randy Romanski

Date: April 18, 2023
To: Municipal Weights and Measures Program Administrator
From: Joe Smith, Director, Bureau of Weights and Measures

The Department of Agriculture, Trade and Consumer Protection's (DATCP) Bureau of Weights and Measures will be implementing a weights and measures inspection fee adjustment for contract municipalities effective July 1, 2023.

As part of a comprehensive 2022 review of the inspection program, the Department's Bureau of Weights and Measures identified appropriate adjustments to inspection frequencies and fees. Starting on July 1, 2022, weights and measures device inspection frequencies - within contract municipalities - changed from annual to biennial. This change was based on inspection data demonstrating no significant compliance difference between a one-year or two-year device inspection frequency. In addition, the Department reviewed the contract municipality inspection fee structure, which had not been adjusted since 2003. This review identified the need for a fee adjustment from \$400 per day to \$750 per day, to reflect the increased costs of doing the contracted inspections. This adjustment supports DATCP's work with each municipality per Wisconsin Statute s. 98.04(2).

As you are likely aware, State law requires that a municipality with a population over 5,000 either establish their own weights and measures inspection program with enough staff and equipment to ensure compliance with Wisconsin Statute Chapter 98, or contract with the State to provide those services. Wisconsin Statute s. 98.04(2) also allows a municipality to assess fees to businesses that receive weights and measures services. Those fees may not exceed the actual cost of fees paid to the Department for the same services. Ordinances and fees should be reviewed and adjusted as needed if your municipality recovers weights and measures inspection costs from regulated businesses.

If your municipality intends to continue to contract with the State for its weights and measures inspection program, please sign and return the enclosed contract by June 15, 2023 to: DATCP; Holly Wing; P.O. Box 8911; Madison, WI 53708-8911. A completed copy of the contract will be returned to you for your records, and you will be billed for this service in April 2024. If you have questions, please contact Stephen Peter at 608-224-4954 or email Stephen.peter@wisconsin.gov

Joe Smith
Director – Bureau of Weights and Measures
Division of Trade and Consumer Protection

Enclosure

Wisconsin - America's Dairyland

2811 Agriculture Drive • PO Box 8911 • Madison, WI 53708-8911 • Wisconsin.gov

An equal opportunity employer

MEMORANDUM OF AGREEMENT WEIGHTS AND MEASURES INSPECTION

THIS AGREEMENT is entered into by and between the STATE OF WISCONSIN DEPARTMENT OF AGRICULTURE, TRADE AND CONSUMER PROTECTION, hereinafter referred to as the Department, and the MUNICIPALITY OF JACKSON, hereinafter referred to as the Municipality.

Pursuant to Wis. Stat. § 98.04(2), the Department agrees to furnish the services and perform the duties required to enforce the provisions of Wis. Stat. ch. 98 in the Municipality. The Department further agrees to report to the Municipality at least annually on the extent and nature of the services performed. It is understood and agreed that the Municipality shall not be required to maintain a department of weights and measures or appoint sealers of weights and measures while this agreement is in effect.

Pursuant to Wis. Stat. §§ 66.0301 and 98.04(2), the Municipality agrees to pay to the Department fees sufficient to cover the Department's annual costs of providing such services on a fiscal year basis that starts on July 1 and continues through the following June 30, with payment to be made not later than May 1 of the fiscal year of this agreement. Payment for services performed by the Department for less than any contract period shall be prorated accordingly.

This agreement shall be self-renewing for succeeding fiscal year periods, except that the sum to be paid to the Department for services rendered shall be subject to renegotiation for each succeeding contract period based on the cost of providing services. This agreement may be terminated at the end of any fiscal year by either party giving the other party written notice at least 60 days prior to July 1 of the following fiscal year. Annual fees payable to the Department shall be in the amount of **\$1,500.00**, except as otherwise agreed upon for succeeding contract periods. Under Wis. Stat. § 98.04(2), a municipality may recover an amount not to exceed the cost of fees paid to the Department by assessing fees on the persons who receive services under the weights and measures program.

The parties have entered into this agreement effective the **1st day of July 2023**.

WISCONSIN DEPARTMENT OF
AGRICULTURE, TRADE AND CONSUMER
PROTECTION

By _____
Signature Date

Acting Administrator
Division of Trade & Consumer Protection
(608) 224-4929

MUNICIPALITY OF Jackson

By _____ 5/9/2023
Signature Date

Treasurer 262-677-9001
Title Telephone Number

Amendment to 2023 License Agreement to Farm Public Land

THIS LICENSE AGREEMENT TO FARM PUBLIC LAND is made this ____ day of _____, 2023, between the VILLAGE OF JACKSON, a municipal corporation, of Washington County, Wisconsin ("VILLAGE"), and Robert Loduha, ("Licensee").

WITNESSETH:

The VILLAGE is the owner of a parcel of land located in the Village of Jackson, which is vacant public land located Sec. 20, T10N, R20E PT OF NE NW LOT 2 DOC 1466506 + 1466507 EXC CSM 6969 and identified by Tax Key: V3_053600C. As the VILLAGE has plans to sell a portion of the property, there shall be an amendment to the agreement to only lease LOT 3 as there are no current plans to develop that portion of the property in 2023, and to limit weed growth during 2023, the VILLAGE will grant a license to Robert Loduha for the purpose of farming. In the event the VILLAGE chooses to change the use of these subject lands as commonly defined, a "Term of Convenience" of no less than 120 days shall be provided to the Licensee. Any financial loss for the removal of planted crops, due to termination of the agreement, shall be reimbursed to the Licensee by the VILLAGE with a maximum allowable repayment in the sum of the costs incurred to date.

NOW THEREFORE, IT IS AGREED between the VILLAGE and Licensee as follows:

1. **Premises.** VILLAGE, in consideration of the covenants contained herein, agree to issue a License Agreement to Robert Loduha for the space and area referred to below as the "demised premises" for a fee upon the terms set forth for the purposes of farming.

2. **Demised Premises.** The demised premise consists of vacant public land located in Sec. 20, T10N, R20E PT OF NE NW LOT 2 DOC 1466506 + 1466507 EXC CSM 6969 and identified by Tax Key: V3_053600C which consists of 3 acres for LOT 3. This land is not currently maintained by the Village of Jackson. See EXHIBIT A for map details.

3. **Term.** The term of this license agreement is from May 9, 2023 to November 30, 2023.

4. **Obligations of Licensee.**

A. **Type of Operation.** The demised premises shall be occupied and used by Licensee for farming purposes only. The Village benefits by the continued maintenance of the property. These crops may be harvested and sold by the Licensee as he/she sees fit. The Village is not entitled to any proceeds from the sale of these crops.

B. **Cleanliness, Trash, Etc.** Licensee shall maintain the demised premises in a clean, neat and sanitary condition.

5. **License Fee.** The License Fee shall be 2.5 acres at \$125.00 per acre for a total of \$313 per year. The full License Fee shall be payable upon cropping of the land, or before November 30th, 2023.

6. **Insurance.**

A. **Fire Insurance.** Licensee shall procure and keep in force fire and extended coverage insurance upon its improvements, furniture, furnishings, fixtures and equipment to their full insurable value and shall furnish the VILLAGE'S Clerk with evidence that coverage has been procured and is being maintained in full force.

B. **Liability Insurance.** Licensee shall maintain with insurance underwriters satisfactory to the VILLAGE a standard form of policy or policies of insurance in such amounts as may from time to time be approved by VILLAGE protecting both Licensee and VILLAGE against public liability, products liability and property damage. Licensee shall promptly, after the execution of this License Agreement, furnish such policy or policies for property damage growing out of any one accident or other cause in the sum of not less than \$1 million, for personal injury/death growing out of any one accident or other cause with liability of not less than \$1 million, the coverage to include products liability. It is understood that the specified amounts of insurance in no way limits the liability of Licensee, and that Licensee shall carry insurance in amounts so as to indemnify the VILLAGE from all claims, suits, demands and actions. Licensee shall furnish a certificate from the insurance carrier or carriers showing insurance to be in full force during the term of this contract or shall deposit copies of the policies that give this coverage with VILLAGE'S Clerk.

7. **Indemnity.** Licensee agrees to defend and indemnify the VILLAGE from all fines, suits, claims, demands and actions of any kind by reason of any of its operations under this license agreement and agrees to assume all the risk in the operation of its business and shall be solely responsible and answerable in damages for any accidents or injuries to persons or property.

8. **Signs.** Licensee shall not erect, install, operate or cause or permit to be erected, installed or operated in or upon the demised premises, any signs or other similar advertising device without having first obtained the approval of the VILLAGE.

9. **Land Condition at End of License.** Licensee shall disc/till the land after crops have been removed and return the land to its original condition, unless otherwise approved by the Village Board, by no later than November 30, 2023.

10. **Nonassignment or Subletting.** Licensee shall not assign this agreement and its rights, in whole or in part, except with the prior written consent of the VILLAGE.

11. Default. In the event that Licensee shall fail to pay the agreed upon License Fee the VILLAGE shall have the right to terminate this License Agreement. In the event Licensee fails to keep and perform or shall violate the terms, covenants and conditions of this license agreement on its part to be kept and performed and Licensee shall not have cured or corrected this failure or violation within ten (10) days after written notice shall have been given to Licensee, the VILLAGE shall have the right to terminate this license agreement.

Upon the occurrence one or more of the events of default, Licensee's right to possession of the demised premises shall terminate, and Licensee shall surrender possession of the demised premises immediately. In this event, Licensee grants to the VILLAGE full and free license to enter into and upon the premises or any part of them to take possession with or without process of law and to expel and remove the Licensee.

12. Not Joint Venture. It is mutually understood and agreed that nothing contained in this License Agreement is intended, or shall be construed as, in any way creating or establishing the relationship of co-partners or joint venturers between the parties or as constituting the Licensee as the agent or representative of VILLAGE for any purpose or in any manner.

13. Rules and Regulations. Licensee shall observe all of the VILLAGE'S and Washington County ordinances as well as the State of Wisconsin Statutes regarding activity on the farmed property.

14. Termination Without Cause. If this License Agreement is determined to be invalid or beyond the authority of the VILLAGE or if the Village Board without cause acts to terminate this License Agreement, Licensee shall cease using the demised premises as an extension of its operation and shall abandon the same within 10 days after written notification of the termination.

15. Entire Agreement/Amendment. The License Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This License Agreement may be modified or amended in writing, if the writing is signed by both parties and approved by the Village Board with a favorable recommendation from the Board of Public Works.

16. Severability. If any portion of this License Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a Court finds that any provision of the License Agreement is invalid or enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

17. Governing Law. The License shall be construed in accordance with the laws in the State of Wisconsin.

IN WITNESS WHEREOF, the parties hereto have executed this license agreement on the day and year first above written.

License Issuer:

Licensee:

VILLAGE OF JACKSON

Robert Loduha

By: _____
Brian J. Heckendorf, Village President

By: _____
Robert Loduha

Attest: _____
Jilline Dobratz, Village Clerk

EXHIBIT A



Drinking Water Report

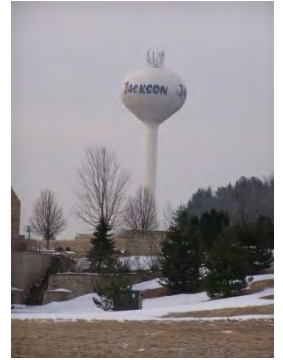
2022 Consumer Confidence Report

Jackson Water Utility

W194 N16660 Eagle Dr

Jackson, WI. 53037

jeff.kreutzinger@villageofjacksonwi.gov



The Jackson Water Utility is pleased to provide you with the 2022 Drinking Water Report. We want to keep you informed about the quality of water and services that are delivered to you every day. We are committed to serving our users by meeting the daily challenges of providing a safe and adequate supply of water in all circumstances.

WATER SOURCE - 100% ground water, obtained from five (5) active producing wells, which two (2) of the wells are artesian flowing. Other facilities include two (2) water towers for a combined storage capacity of 750,000 gallons and one (1) booster station. The utility uses chlorine as a disinfecting agent and adds a blended phosphate to the drinking water. This blend of phosphates is a sequestering agent used to control red water, discoloration, scale deposits, and corrosion of watermain, service lines and plumbing. Phosphorus is a major component in a person's diet and is found in almost all foods. The National Sanitation Foundation and the Underwriters Laboratories approve this food grade formula for use in public drinking water. The utility also maintains a total of approximately 52 miles of water main and 3574 customers connected to those mains. In 2022, the water utility pumped a total of 222 million gallons of water.

HEALTH and EDUCATION – The sources of drinking water, both tap water and bottled water, include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels through the ground, it dissolves naturally occurring minerals, and in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity. All sources of drinking water are subject to potential contamination by constituents that are naturally occurring or are manmade. Those constituents can be microbes, organic or inorganic chemicals, or radioactive materials. Please remember that the presence of these constituents does not necessarily pose a health risk. The *Jackson Water Utility* routinely monitors for constituents in your drinking water according to Federal and State laws. The following table shows the results of our monitoring as of December 31st, 2022. All drinking water may be reasonably expected to contain at least small amounts of some constituents. Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/ AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/ CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbiological contaminants are available from the Safe Drinking Water Hotline 1-800-426-4791.

WATER SYSTEM INFORMATION AND OPPORTUNITIES FOR INPUT - The Jackson Water Utility is pleased to report that the drinking water is safe and meets federal and state requirements. If you have any questions about this report or your water utility, please contact *Brian Kober, P.E., Director of Public Works* or *Jeff Kreutzinger, Water Superintendent* at 262-677-0707 ext 214. The Jackson Water Utility wants the valued customers to be informed about their water utility. In the continuing efforts to maintain a safe and dependable water supply, there may be times necessary to make improvements to the water system. The costs of these improvements may be reflected in the rate structure. Rate adjustments may be necessary in order to address these improvements. Also, you are invited to attend any of our regularly scheduled Village Board meetings. Village board meets the second Tuesday of each month at 7:30 PM, and the Board of Public Works meets the last Tuesday of each month at 6:00 PM.

Thank you for allowing the Jackson Water Utility to continue providing you with clean, quality water. The Jackson Water Utility works around the clock to provide top quality water to every tap. We ask that all our customers help us protect our water sources, which is the heart of our community, our way of life and our children's future.

DEFINITIONS - In this table you will find many terms and abbreviations you might not be familiar with. To help you better understand these terms we've provided the following definitions:

Non-Detects (ND) - laboratory analysis indicates that the constituent is not present.

Parts per million (ppm) or Milligrams per liter (mg/ l) - one part per million corresponds to one minute in two years or a single penny in \$10,000.

Parts per billion (ppb) or Micrograms per liter (ug/ l) - one part per billion corresponds to one minute in 2,000 years, or a single penny in \$10,000,000.

Parts per trillion (ppt) or Nanograms per liter (nanograms/l) - one part per trillion corresponds to one minute in 2,000,000 years, or a single penny in \$10,000,000,000.

Parts per quadrillion (ppq) or Picograms per liter (picograms/l) - one part per quadrillion corresponds to one minute in 2,000,000,000 years or one penny in \$10,000,000,000,000.

Picocuries per liter (pCi/L) - picocuries per liter is a measure of the radioactivity in water.

Millirems per year (mrem/yr) - measure of radiation absorbed by the body.

Million Fibers per Liter (MFL) - million fibers per liter is a measure of the presence of asbestos fibers that are longer than 10 micrometers.

Nephelometric Turbidity Unit (NTU) - nephelometric turbidity unit is a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

Action Level (AL) the concentration of a contaminant, which, if exceeded, triggers treatment or other requirements that a water system must follow.

Treatment Technique (TT) - (mandatory language) A treatment technique is a required process intended to reduce the level of a contaminant in drinking water.

Maximum Contaminant Level - (mandatory language) The "Maximum Allowed" (MCL) is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

Maximum Contaminant Level Goal - (mandatory language) The "Goal"(MCLG) is the level of a contaminant in drinking water below that there is no known or expected risk to health. MCLG's allow for a margin of safety.

Maximum residual disinfectant level – (MRDL) The highest level of disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfection is necessary for control of microbial contaminants.

Maximum residual disinfectant level goal – (MRDLG) The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLG's do not reflect the benefits of the use of disinfectants to control microbial contaminants.

MCL's are set at very stringent levels. To understand the possible health effects described for many regulated constituents, a person would have to drink 2 liters of water every day at the MCL level for a lifetime to have a one-in-a-million chance of having the described health effect.

Total Coliform: The Total Coliform Rule (TCR) requires water systems to meet a stricter limit for coliform bacteria. Coliform bacteria are usually harmless, but their presence in water can be an indication of disease-causing bacteria. When coliform bacteria are found, special follow-up tests are done to determine if harmful bacteria are present in the water supply. If this limit is exceeded, the water supplier must notify the public by newspaper, television or radio. To comply with the stricter regulation, we have increased the average amount of chlorine in the distribution system.

Nitrates: As a precaution we always notify physicians and health care providers in this area if there is ever a higher than normal level of nitrates in the water supply.

Lead: Lead in drinking water is rarely the sole cause of lead poisoning, but it can add to a person's total lead exposure. All potential sources of lead in the household should be identified and removed, replaced or reduced.

Hardness: Water described as "hard" is high in dissolved minerals, specifically calcium and magnesium. Hard water is not a health risk, but a nuisance because of mineral buildup on plumbing fixtures and poor soap and/or detergent performance.

What is the hardness level of Jackson's Municipal Water System? Jackson's water hardness is 22 grains/gallon or 380 parts/million; the iron content is 0.4 milligrams per liter or 1/2 part/million.

Detected Contaminants

Your water was tested for many contaminants last year. We are allowed to monitor for some contaminants less frequently than once a year. The following tables list only those contaminants which were detected in your water. If a contaminant was detected last year, it will appear in the following tables without a sample date. If the contaminant was not monitored last year, but was detected within the last 5 years, it will appear in the tables below along with the sample date.

Disinfection Byproducts

Contaminant (units)	Site	MCL	MCLG	Level Found	Range	Sample Date (if prior to 2021)	Violation	Typical Source of Contaminant
HAA5 (ppb)	B-11	60	60	2	2		No	By-product of drinking water chlorination
TTHM (ppb)	B-11	80	0	3.1	3.1		No	By-product of drinking water chlorination

Inorganic Contaminants

Contaminant (units)	Site	MCL	MCLG	Level Found	Range	Sample Date (if prior to 2021)	Violation	Typical Source of Contaminant
ARSENIC (ppb)		10	n/a	4	1 - 4	9/15/2020	No	Erosion of natural deposits; Runoff from orchards; Runoff from glass and electronics production wastes
BARIUM (ppm)		2	2	0.100	0.073 - 0.100	9/15/2020	No	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits
CHROMIUM (ppb)		100	100	1	0 - 1	9/15/2020	No	Discharge from steel and pulp mills; Erosion of natural deposits
FLUORIDE (ppm)		4	4	0.2	0.2 - 0.2	9/15/2020	No	Erosion of natural deposits; Water additive which promotes strong

Contami- nant (units)	Site	MCL	MCLG	Level Found	Range	Sample Date (if prior to 2021)	Vio- la- tion	Typical Source of Contaminant
								teeth; Discharge from fertilizer and aluminum factories
NICKEL (ppb)		100		4.2000	1.3000 - 4.2000	9/15/2020	No	Nickel occurs naturally in soils, ground water and surface waters and is often used in electroplating, stainless steel and alloy products.
NITRATE (N03-N) (ppm)		10	10	2.90	0.00 - 2.90		No	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits
SELENIUM (ppb)		50	50	0	0 - 0	9/15/2020	No	Discharge from petroleum and metal refineries; Erosion of natural deposits; Discharge from mines
SODIUM (ppm)		n/a	n/a	21.00	9.00 - 21.00	9/15/2020	No	n/a

Contami- nant (units)	Action Level	MCLG	90th Per- centile Level Found	# of Results	Sample Date (if prior to 2021)	Vio- la- tion	Typical Source of Contami- nant
COPPER (ppm)	AL=1.3	1.3	0.3100	0 of 20 results were above the action level.	9/22/2020	No	Corrosion of household plumbing systems; Erosion of natural deposits; Leaching from wood preservatives
LEAD (ppb)	AL=15	0	3.60	1 of 20 results were above the action level.	9/22/2020	No	Corrosion of household plumbing systems; Erosion of natural deposits

Radioactive Contaminants

Contaminant (units)	Site	MCL	MCLG	Level Found	Range	Sample Date (if prior to 2021)	Vio- la- tion	Typical Source of Contaminant
GROSS ALPHA, EXCL. R & U (pCi/l)		15	0	2.1	0.0 - 2.1	9/15/2020	No	Erosion of natural deposits
RADIUM, (226 + 228) (pCi/l)		5	0	1.3	0.0 - 1.3	9/15/2020	No	Erosion of natural deposits
COMBINED URA- NIUM (ug/l)		30	0	0.6	0.0 - 0.6	10/19/2020	No	Erosion of natural deposits

Contaminants with a Health Advisory Level or a Secondary Maximum Contaminant Level

The following tables list contaminants which were detected in your water and that have either a Health Advisory Level (HAL) or a Secondary Maximum Contaminant Level (SMCL), or both. There are no violations for detections of contaminants that exceed Health Advisory Levels, Groundwater Standards or Secondary Maximum Contaminant Levels. Secondary Maximum Contaminant Levels are levels that do not present health concerns but may pose aesthetic problems such as objectionable taste, odor, or color. Health Advisory Levels are levels at which concentrations of the contaminant present a health risk.

Contaminant (units)	Site	SMCL (ppm)	HAL (ppm)	Level Found	Range	Sample Date (if prior to 2021)	Typical Source of Contaminant
CHLORIDE (ppm)		250		41.00	5.30 - 41.00	7/12/2017	Runoff/leaching from natural deposits, road salt, water softeners
IRON (ppm)		0.3		0.62	0.00 - 0.62	7/12/2017	Runoff/leaching from natural deposits, industrial wastes
MANGANESE (ppm)		0.05	0.3	0.03	0.01 - 0.03	7/12/2017	Leaching from natural deposits
ZINC (ppm)		5		0.03	0.00 - 0.03	7/12/2017	Runoff/leaching from natural deposits, industrial wastes

Health effects for any contaminants with MCL violations/Action Level Exceedances/SMCL exceedances/HAL exceedances

Contaminant Health Effects

IRON Waters containing iron in quantities above the SMCL are not hazardous to health but may be objectionable for taste, odor, or color.

Additional Health Information

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Jackson Waterworks is responsible for providing high quality drinking water but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at www.epa.gov/safewater/lead.

**WASHINGTON COUNTY NEXT GENERATION HOUSING FUND
MEMORANDUM OF AGREEMENT BETWEEN THE FOLLOWING PARTIES:**

**WASHINGTON COUNTY
and
VILLAGE OF JACKSON**

This Memorandum of Agreement documents the roles and responsibilities of the various parties involved in the County Next Generation Housing (NGH) Initiative with regard to the Next Generation Housing Fund.

1. This agreement will be effective immediately following the execution of this Memorandum of Agreement as part of the Washington County Next Generation Housing Fund.
2. On October 7, 2021, the Washington County Executive announced the Next Generation Housing Initiative and the creation of the Next Generation Housing Coalition of Washington County communities that coordinate efforts and resources to navigate housing opportunities, provide attainable quality housing options and build a diverse housing population. The Next Generation Housing Committee (NGHC) was established in 2021 to promote intergovernmental cooperation and collaboration working together to achieve the Next Generation Housing Vision - *'Navigating housing opportunities, providing attainable housing options and building a diverse housing population'* with a goal of providing 1000 new owner-occupied housing units as outlined in the Framework for the Washington County Next Generation Housing Fund (Attachment A). Washington County dedicated \$10 million for the Next Generation Housing Initiative. Covenants shall identify that the homes remain owner-occupied.
3. To satisfy the Next Generation Housing requirements, home builders shall complete home/lot packages as prescribed in the Framework for the Washington County Next Generation Housing Fund (Attachment A). Home builders shall agree to a list of costs that must be included and cannot be included in home/lot packages and agree to meet minimum quality home standards for detached single family homes and twin home/duplex style homes participating in the NGH initiative (Attachment A). Coalition Partner inspectors shall confirm homes have been built to the NGH and local government minimum standards.
4. Washington County will place a lien, equal to the Next Generation Housing investment, on each property at time the land is transferred to the builder/developer. Liens will be satisfied, and funds returned to the County by the first home buyer at time of home closing. Funds returned to the County will fund future Next Generation Housing developments and the Next Generation Housing Down Payment Incentive Program.

5. It is recognized that home builders shall agree to have a home listing agent list homes on the Multiple Listing Service (MLS). Listing agent and co-brokerage fees shall be within the home/lot package price points as prescribed in the Framework for the Washington County Next Generation Housing Fund (Attachment A).
6. The Next Generation Housing Fund shall be administered consistent with the County's Grant Policy and expenditures managed and reported through the County's financial system. Next Generation Housing Coalition Partners agree to follow the Guidelines for Next Generation Housing Procurement, Contracts and Reporting outlined in the Framework for the Washington County Next Generation Housing Fund (Attachment A).
7. Next Generation Housing Coalition Partners that intend to utilize the Next Generation Housing Fund include the City of West Bend, City of Hartford, Village of Slinger, Village of Jackson, Village of Newburg, Village of Richfield, Village of Germantown, Village of Kewaskum and the Hartford Area Development Corporation (HADC). These Coalition Partners are part of the Next Generation Housing Committee, which is an advisory committee to the Washington County Executive Committee responsible for oversight of the Next Generation Housing Fund and Initiative.
8. This Memorandum of Agreement requires formal approval by each Coalition Partner's Board or Council by motion or resolution and is made pursuant to Wis. Stat. § 66.0301.
9. The NGH Committee will confirm project eligibility and provide initial approval with a recommendation to the Washington County Executive Committee for Pilot Development and Additional Start-up projects \$10,000 and over. For projects under \$10,000, the NGH Committee will provide final approval of proposed projects unless the County Board Representative on the Committee states the project proposal should be reviewed and approved by the Washington County Executive Committee. The Washington County Executive Committee will review this approval process annually. The Washington County Executive Committee will consider, through consensus, proposed projects \$10,000 and over and all projects under \$10,000 that have been requested for Executive Committee review by the County Board Representative on the NGH Committee. The Framework for the Washington County Next Generation Housing Fund (Attachment A) provides an overview of the proposed budget, along with eligible uses for the funds and the roles and responsibilities for projects.
10. The contact information is as follows:

Washington County Community Development Dept.

Debora Sielski, Community Development Director
333 East Washington Street, Suite 2300
P.O. Box 2003
West Bend, WI 53095-2003 262-335-4445

And

Village of Jackson
Jen Keller, Village Administrator
N168W19851 Main Street
Jackson, WI 53037
262-677-9001

11. There are three main components of the Next Generation Housing Fund including a Down Payment Incentive Program, three NGH Pilot Developments and NGH Start-up Funds for Coalition Partners. Activities funded through the NGH Fund are outlined in the Framework for the Washington County Next Generation Housing Fund (Attachment A).
12. NGH Funds for Pilot Developments will be allocated based on a maximum \$20,000/owner-occupied housing unit capped at \$2.4 million for any one site. Funds will be allocated on a first come first serve basis with the condition that the development align with the NGH Vision and Goals. Eligible uses of funds are outlined in the Framework for the Washington County Next Generation Housing Fund (Attachment A). Each funding request will be considered through a separate approval process.
13. NGH Start-up Funds are separated into Initial Start-up Funds and Additional Start-up Funds provided to initiate preparation of additional sites for NGH development. Eligible uses of funds are outlined in the Framework for the Washington County Next Generation Housing Fund (Attachment A).
14. To ensure continuity and efficiency of the Next Generation Housing Program, the County will work directly with each Coalition Partner as part of a Project Management Team (PMT) to move projects through the process. The PMT will consist at a minimum of the County NGH Project Manager and representatives from the Coalition Partner. The EDWC will serve on the PMTs as needed based on project and financial structure complexity.
15. Prior to execution, any Developer Agreement between a municipal Coalition Partner and Developer/Builder must be reviewed and approved by the County.

16. Each NGH owner-occupied housing unit will have a 5-year deed restriction placed on the property at time of sale to the first homeowner after occupancy based on the discount of infrastructure/land, if provided. If the property is sold within the first 5 years of ownership, a portion of the net gain proceeds from the sale shall be returned to the local government as outlined in the deed restriction. Any deed restrictions placed on owner-occupied housing units shall first be reviewed and approved by the County.
17. Coalition Partners will consider waiving or reducing fees associated with NGH Developments in an effort to reduce overall cost of project and impact to homeowners. Washington County will consider waiving fees associated with Objecting Authority Preliminary and Final Plat review.
18. Any subdivision and/or development that occurs in conjunction with the County's NGH program shall meet the requirements of each Coalition Partners Subdivision Ordinance, Zoning Ordinance and all related development specifications in effect at the time that the subdivision and/or development is formally proposed for approval.
19. This agreement shall supersede the agreement that was executed by the parties in June, 2022.

Attachments:

Attachment A -Framework for the Next Generation Housing Fund

WASHINGTON COUNTY:

Josh Schoemann, County Executive
Lead Coalition Partner

Date:_____

VILLAGE OF JACKSON

Jen Keller
Village of Jackson Administrator
Coalition Partner

Date:_____



WASHINGTON COUNTY

NEXT GENERATION HOUSING Framework



Acknowledgements

Office of the Washington County Executive

Josh Schoemann	County Executive
Loni Hagerup	Chief of Staff

Washington County Executive Committee

Jeffrey Schleif	County Board Chairperson
Carroll Merry	Vice Chairperson
Christopher Bossert	2 nd Vice-Chairperson
Jodi Schulteis	
John Schodron	

Next Generation Housing Committee

Brian Krebs	Next Generation Housing Committee Chair/County Board Supervisor
Christian Tscheschlok	Next Generation Housing Committee Vice Chair/Executive Director EDWC
Jodi Schulteis	County Board Supervisor
Justin Drew	Community Development Director – City of Hartford
Mark Piotrowicz	Development Director – City of West Bend
Jen Keller	Village Administrator – Village of Jackson
Margaret Wilber	Village Administrator – Village of Slinger
Katherine Gehl	Administrative Services Coordinator – Village of Richfield
Dave DeLuka	Village President – Village of Newburg
Adam Gitter	Village Administrator – Village of Kewaskum
Steve Kreklow	Village Administrator – Village of Germantown
Tom Hostad	Executive Director – Hartford Area Development Corporation
Toni Gumina	President & CEO – West Bend Chamber of Commerce
Dana Osmanski	Realtor, First Weber Realtors
Lynn Grgich	Executive Director – Germantown Area Chamber of Commerce
Laura Catherman	Workforce Development Board Director – Workforce Development
Deanna Alexander	Village Administrator – Village of Newburg (Alternate)
Jeff Retzlaff	Community Development Director – Village of Germantown (Alternate)

Other Key Contributors

Brian Heckendorf	Sr.VP – Community Banking Manager – Westbury Bank
Paul Heinz	VP – Retail Loan Operations Manager – Westbury Bank
Todd Fechter	Mortgage Loan Originator – Landmark Credit Union
Andrew Amenson	Supervisor, Mortgage Lender – Landmark Credit Union
Tami Winkler	President/CEO – Glacier Hills Credit Union
Dan Anhalt	Senior Director, Consultative Services, EDWC
John Rehman	President – Matrix Title Company
Scott Stortz	President – Village of Slinger
Katrina Hanson	Owner – Hanson & Co. Real Estate
Jake Curtis	Attorney – Attolles Law
Ian Prust	Attorney – O'Meara Law Firm
Jackie Mich	Associate Planner – Vandewalle & Associates
Scott Harrington	Principal Planner – Vandewalle & Associates

Prepared by

Washington County Community Development Department

Debora Sielski	Community Development Director
Hannah Keckeisen	Housing Specialist/Analyst
Cassie Schmidt	Social Capital Coordinator

For More Information:

Debora Sielski, Community Development Director
Community Development Department
333 E. Washington Street, Suite 2300
West Bend, WI 53095-2003

262-335-4445

cddinfo@washcowisco.gov

Framework Review / Approval

- Next Generation Housing Committee Review: 4/29/2022
- Washington County Executive Committee Review: 5/18/2022
- Washington County Executive Committee Update: 6/30/2022
- Washington County Board of Supervisors Adopting Funding Resolution: 7/13/2022
- Next Generation Housing Committee Review: 7/28/2022
- Next Generation Housing Committee Review and Approval: 1/23/2023
- Washington County Executive Committee Review and Approval: 1/24/2023
- Next Generation Housing Committee Review and Approval: 4/13/2023

"I'm extremely excited that Washington County is moving forward on the Next Generation Housing Initiative. I believe it will help many achieve homeownership while still living within their means. We just want a small, new home with a small yard to call our own. We'd finally have our own space. Everyone deserves a chance to feel proud of owning their own home. I hope someday we'll be able to feel that sense of accomplishment! Thank you for creating this initiative as it could help pave the way for a new housing revolution that's been sorely needed in Wisconsin."

- City of Hartford resident

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Introduction

The Next Generation Housing (NGH) Initiative was launched in October of 2021. The Washington County Executive, Josh Schoemann, recognized the need for high quality attainable housing and established this Initiative to create more “Missing Middle” housing in the County. The main goal of this Initiative is to create 1,000 new owner-occupied dwelling units in Next Generation Housing developments with 75% selling for under \$320,000 and 100% under \$420,000, including home and lot/site, by 2032.

What started as an idea has gained momentum throughout the County, with support by local governments, businesses, chambers of commerce, lenders, realtors, builders, non-profit organizations, and residents interested in obtaining reasonably priced homes in the communities in which they work. The Community Development Department has been working diligently with the Next Generation Housing Committee, the County Executive Team, the Pilot Development Groups, and Ad Hoc Workgroups (including builders, bankers, realtors, developers, and attorneys) to design the foundational structure of Next Generation Housing and establish this Framework for implementation.

The Framework details how Washington County and partnering local governments will achieve the goal of providing housing opportunities for working individuals and families to grow their roots in the County and build equity through home ownership. From establishing the pilot development sites through an inventory analysis, to creating a sustainable funding source for the Initiative, this Framework is a major steppingstone in achieving Next Generation Housing.

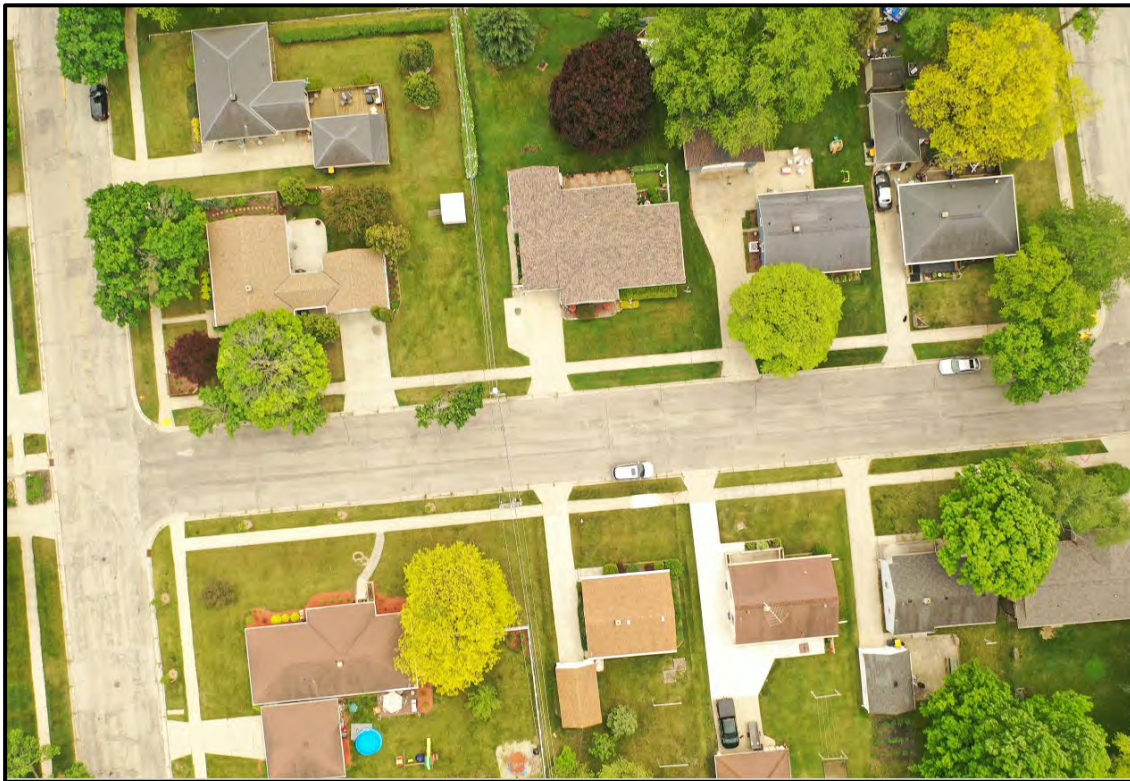


Figure 1 Drone image of a subdivision in Washington County.

Background

- Washington County Next Generation Housing Fund - \$10,000,000 (\$2.5 million – ARPA)
- The Washington County Board of Supervisors adopted 2022 Resolution 22 (Attachment A), which approved a \$7.5 million transfer from the General Fund for the Next Generation Housing Initiative.
- The United States Government passed the American Rescue Plan Act (ARPA) on March 11, 2021, establishing the Coronavirus Local Fiscal Recovery Plan, which is intended to assist local governments, including Washington County, in responding to the impact COVID-19 has had on the local community.
- Under the provisions of ARPA Washington County received \$26 million in recovery funds for economic and community recovery from the COVID-19 pandemic. ARPA guidance allows Washington County to use funds for the provision of government services to the extent of the reduction in revenues due to the COVID-19 public health emergency. These funds will be used to address the current and future issues pertaining to the declining workforce in Washington County and the declining population across the United States.
- On September 9, 2021, the Washington County Board of Supervisors adopted 2021 Resolution 43 (Attachment B), which accepted the \$26 million ARPA funds and resolved that the funds shall be administered consistent with the County's Grant Policy. Expenditures of the ARPA funds will be managed and reported through the County's financial system.
- The Washington County Executive dedicated \$2.5 million of revenue loss funds for the provision of government services for the Next Generation Housing Initiative.

Public Purpose

- Community leaders, employers, and employees have long expressed concerns over the perceived housing inventory and affordability in Washington County. The workforce shortage, compounded with the high cost of living within Washington County, is stretching the workforce thin. With rising home and construction costs, the workforce is struggling to save money and purchase homes.
- A 2022 study by Tracy Cross & Associates, based on income, identified the demand for new construction housing in Washington County is largely concentrated at price points below \$350,000, which corresponds with the mainstream /

workforce of the market. However, the majority of new construction offerings in the market are concentrated at prices above \$350,000. There is a disconnect between the housing demand and new residential construction for sale.

(View the full Tracy Cross Study)

A CURRENT DISCONNECT IN WASHINGTON COUNTY'S FOR SALE SECTOR

Price Range	For Sale Housing Demand (Based Upon Current Incomes)		Qualitative Distribution of New Construction Residential Closings ⁽¹⁾	
	Number	Percent	Number	Percent
Under \$200,000	38	9.0	---	---
200,000 - 249,999	80	19.0	8	3.5
250,000 - 299,999	71	16.9	26	11.5
300,000 - 349,999	46	11.0	31	13.7
350,000 - 399,999	39	9.3	51	22.5
400,000 - 449,999	30	7.1	50	22.0
450,000 - 499,999	25	6.0	29	12.8
500,000 - 549,999	19	4.5	10	4.4
550,000 - 599,999	16	3.8	6	2.6
600,000 & Above	56	13.3	16	7.0
Total	420	100.0	227	100.0
Median	----- \$323,181 -----		----- \$397,332 -----	

⁽¹⁾ Last 18 months of closings among new townhome/duplex/condominium and single family units (annualized).

Source: Tracy Cross & Associates, Inc. and Southeast Wisconsin Multiple Listing Service
Figure 2 Image of the Current Disconnect in Washington County's For Sale Sector.

- This large disparity between new construction price points and income reflects the reality that a different approach must be taken for the introduction of new for sale housing in Washington County. This new approach requires all stakeholders working collaboratively to develop creative and innovative solutions.
- Neighborhoods with owner presence, having a variety of owner-occupied housing types thrive and allow entry level homeowners to build wealth which assists in upward mobility.¹
- The total number of jobs within Washington County is expected to increase by about 37% by the year 2050. To account for the anticipated growth of jobs in the community, housing affordability concerns are a top priority.
- Washington County is experiencing an aging population with a slow growth rate not keeping pace with retirements. In addition to housing concerns, there is a potential adverse impact on local non-profits, civic groups, churches, and other organizations that rely on volunteers.

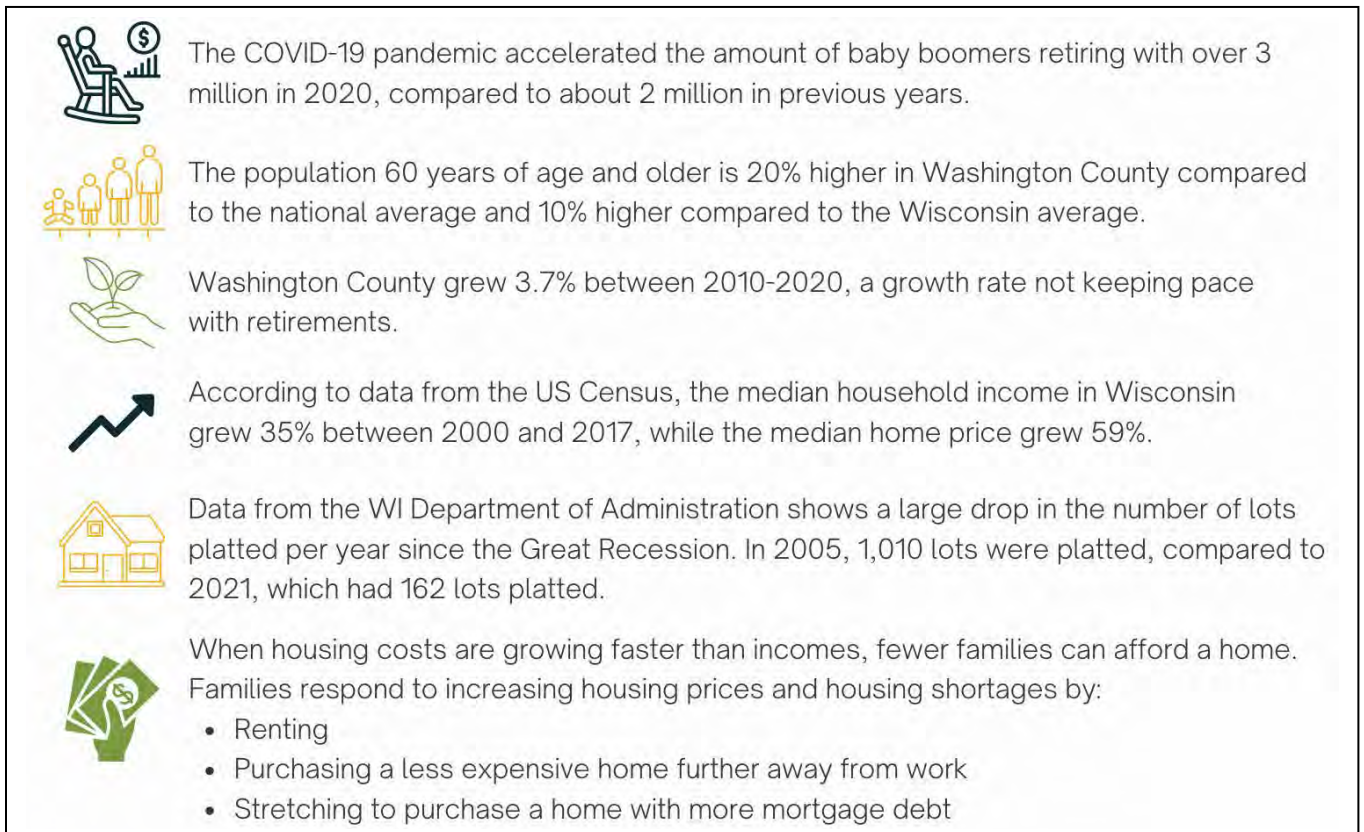


Figure 3 Reasons why Next Generation Housing is needed.²

- On October 7, 2021, the Washington County Executive announced the Our Great Community Campaign and the creation of the Community Development Department and Next Generation Housing Coalition. The Our Great Community Campaign is aimed at preserving and promoting Washington County values and the authentic quality of life within the community. The vision for the Our Great Community Campaign is a place where businesses and individuals are connected to one another through trusting networks and common values in service to each other. The campaign includes several initiatives including:
 - Next Generation Housing – Navigating housing opportunities, providing attainable quality housing options and building a diverse housing population.
 - Social Capital – Connecting individuals with public, private, nonprofit, civic and religious organizations to build a strong community and personal connections.

¹ Howard Husock, The Poor Side of Town: and Why We Need It, September 2021

² EMSI, The Demographic Drought, 2021

- Workforce and Education – Inspiring graduates from our high-quality educational institutions to connect with County employers maximizing the workforce and retaining homegrown talent.
- As part of the Our Great Community Campaign, the Next Generation Housing Initiative is a coalition of Washington County communities that coordinate efforts and resources to navigate housing opportunities, providing attainable quality housing options and building a diverse housing population. The Next Generation Housing Committee was established in 2021 to promote intergovernmental cooperation and collaboration working together to achieve the Next Generation Housing Vision.

Next Generation Housing Vision

***Navigating housing opportunities, providing attainable housing options
and building a diverse housing population.***

Goals

- Providing 1000 new owner-occupied dwelling units in Next Generation Housing developments with 75% being sold for under \$320,000 and 100% under 420,000, including home and lot/site, by 2032.
 - Overcoming barriers to home ownership for our next generation.
 - Satisfying the basic need of obtaining quality homes within 30% of household income.
- The Next Generation Housing Initiative will make a positive impact in Washington County with a wide range of benefits related to *Economic Growth & Vitality* and *Safe and Secure Community Goals* by creating and establishing housing developments that will allow the workforce to grow roots and establish strong relationships within the community. The Next Generation Housing Initiative seeks to overcome barriers to home ownership through the deployment of County funds.
- The Next Generation Housing Committee will review the Framework for the Next Generation Housing and Screening Checklist on an annual basis or as requested by local governments.
- The County Executive Committee will review substantial changes to the Next Generation Housing Framework and Screening Checklist as needed.

Overview

- The Next Generation Housing developments will produce high quality owner-occupied dwelling units in which 75% are sold for under \$320,000 and 100% under \$420,000.
- Establishing the \$320,000 and \$420,000 limits for Next Generation Housing was based on the 2022 annual median household income of Washington County (\$80,839) and interest rates. Working with a local lender, the following was determined based on a conventional 30-year fixed rate mortgage at 6.500% with a 5% down payment, a minimum credit score of 740 and includes private mortgage insurance³:
 - Purchase price of \$250,000 – requires a household income of \$80,040/year
 - Purchase price of \$275,000 – requires a household income of \$87,250/year
 - Purchase price of \$300,000 – requires a household income of \$96,000/year
 - Purchase price of \$320,000 – requires a household income of \$102,240/year⁴
 - Purchase price of \$350,000 – requires a household income of \$111,000/year
 - Purchase price of \$375,000 – requires a household income of \$118,680/year

³ Housing ratio used in calculation is 30% of gross monthly income to allow for approximately 7% - 9% for all other monthly payments such as auto loans, student loans, credit cards etc.

⁴ At the launch of the Next Generation Housing Initiative in October 2021 a \$320,000 home required an annual household income of \$77,400/year with an interest rate of 3.125%.

- The Next Generation Housing Committee will complete an annual review and may recommend to the Washington County Executive Committee an adjustment to the \$320,000 and \$420,000 limits based on current annual median household income of Washington County and interest rates.
- Washington County is providing \$6.75 million for three pilot developments (Village of Jackson, City of Hartford/HADC and Village of Slinger) through the Next Generation Housing Fund. These funds will be allocated based on a maximum \$20,000/owner-occupied dwelling unit capped at \$2.4 million for any one site. This investment is a grant to the local government and acts as a 0% loan for infrastructure construction and other eligible expenses. A lien will be recorded for each owner-occupied dwelling unit at the time the land is transferred to the builder/developer. The lien will be satisfied, and funds returned to the County as part of the home closing. Funds returned to the County will fund future Next Generation Housing developments and the Next Generation Housing Down Payment Program.
- Home builders shall complete 75% of home/lot packages with costs under \$300,000 and 100% under \$400,000. The Next Generation Housing Fund investment of \$20,000 per owner-occupied dwelling unit will be an additional cost to the home buyer and the lien will be satisfied at time of close with a total sale price of under \$320,000 and \$420,000, respectively. For example:
 - Home/Lot Package \$280,000 + Co. NGH Investment: \$20,000 = \$300,000 Sale Price
 - Home/Lot Package \$300,000 + Co. NGH Investment: \$20,000 = \$320,000 Sale Price
 - Home/Lot Package \$350,000 + Co. NGH Investment: \$20,000 = \$370,000 Sale Price
 - Home/Lot Package \$400,000 + Co. NGH Investment: \$20,000 = \$420,000 Sale Price
- Local governments can adjust the \$20,000/ owner-occupied dwelling unit based on dwelling unit type and number of owner-occupied dwelling units per development. Soft costs such as housing studies, zoning ordinance updates, etc., funded through the Next Generation Housing Fund for pilot developments will be subtracted from the total owner-occupied dwelling unit calculated.
- All Next Generation Housing development protective covenants shall identify that the homes funded by the Next Generation Housing Fund remain owner-occupied in perpetuity. A model Next Generation Housing Declaration of Protective Covenants will be available for reference. An accessory dwelling unit located in a primary owner-occupied property is allowed.
- In an effort to provide homes within the price point limits, it is anticipated that the sale prices will be under the fair market value. It is reasonable to establish and require a mechanism to prevent “flip for profit” for a period of time after first owner occupancy. Each Next Generation Housing owner-occupied dwelling unit shall have a five-year deed restriction placed on the property at time of sale to the first homeowner after occupancy. In the event the property is sold within the first five years of ownership, a portion of the net gain from the sale shall be returned to the local government as outlined in the deed restriction. The deed restriction and repayment structure will be defined by each Next Generation Housing development/local government (See Attachment C - Flowchart for Next Generation Housing Fund Process for more detail on the above process).
- With the goal of providing 1000 new owner-occupied dwelling units by 2032, the initial \$6.75 million County investment will have nearly all funds returned to the County at home closing. These funds will be reallocated back into future Next Generation Housing developments and the Next Generation Housing Down Payment Program (See Attachment D – Flowchart Financing 1,000 Next Generation Homes for more detail).

“We couldn’t find a home in our price range in Slinger, where we wanted to live.”

-- Teacher and police officer (dual income) working in the Village of Slinger

“I would love to move to Hartford, but I can’t afford the cost of homes compared to Watertown.”

-- City of Hartford employee

Budget

- There are three main components to the Next Generation Housing Fund:
 - Next Generation Housing Down Payment Program (\$2.5 million – ARPA)
 - Next Generation Housing Pilot Developments (\$6.75 million)
 - Next Generation Housing Start-up Funds (\$750,000)
- **Next Generation Housing Down Payment Program** – There is \$2.5 million allocated for the Next Generation Housing Down Payment Program for purchases of owner-occupied homes. Down payment amounts will be no more than 10 percent of home purchase price or \$20,000, whichever is less. Details of the program, budget, fees, reserve funds, authorities and responsibilities will be outlined in the Framework for Next Generation Housing Down Payment Program - Heads of Terms.
- **Next Generation Housing Pilot Developments** – There is \$6.75 million allocated for three separate Next Generation Housing pilot developments (Village of Jackson, City of Hartford/HADC and Village of Slinger). These funds will be allocated based on a maximum \$20,000/owner-occupied dwelling unit capped at \$2.4 million for any one site. Funds will be allocated on a first come, first served basis with the condition that the development align with the Next Generation Housing Vision and Goals and meets the requirements outlined in this Framework. Eligible uses of funds include engineering services, planning services, surveying, environmental due diligence, land acquisition, infrastructure development, stormwater management, street trees, signs, lighting, municipal fees, permits and direct developer incentives. Each funding request will be considered through a separate approval process.

Next Generation Housing Pilot Sites



Figure 4 Drone image of Hartford NGH Site.

City of Hartford / Hartford Area Development Corporation

The City of Hartford is partnering with the Hartford Area Development Corporation to develop 64 acres.



Figure 5 Drone image of Jackson NGH Site.

Village of Jackson

The 20-acre Village of Jackson pilot site is owned by the municipality and is located directly behind the new municipal building.

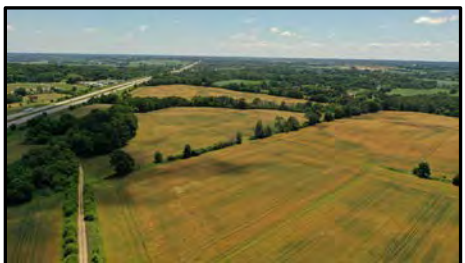


Figure 6 Drone image of Slinger NGH Site.

Village of Slinger

Its convenient location along I-41 and Highway 60 makes this a priority site for new residential development in Slinger.

- **Next Generation Housing Start-up Funds** – There are two separate areas for Next Generation Housing Start-up Funds:
 - **Initial Start-up Funds** – On March 14, 2022, the Next Generation Housing Committee approved an allocation for local governments to initiate preparation of priority sites for Next Generation Housing development. The City of West Bend and the villages of Germantown, Newburg, and Kewaskum have been allocated \$62,500 each (\$250,000 total allocation) to complete initial steps toward their priority Next Generation Housing developments. Eligible uses of funds include engineering services, planning services, surveying, environmental due diligence, and land acquisition.
 - **Additional Start-up Funds** – There is \$500,000 allocated for additional start-up work for the City of West Bend and the villages of Germantown, Newburg, and Kewaskum to continue initial steps toward their priority Next Generation Housing developments. There is a funding cap of \$125,000 for any one site. These funds will be allocated on a first come, first served basis with the condition that the development align with the Next Generation Housing Vision and Goals and meets the requirements outlined in this Framework. Eligible uses of funds include engineering services, planning services, surveying, environmental due diligence, land acquisition, infrastructure development, stormwater management, street trees, signs, lighting, municipal fees, permits and direct developer incentives. Each funding request will be considered through a separate approval process.

Washington County Next Generation Housing (NGH) Fund Proposed Budget			
	Task	Amount	Notes
NGH Down Payment Program	Next Generation Housing Forgivable Down Payment Program	\$ 2,500,000.00	Anticipate donations from businesses will add to total and includes Program Admin. Reserve
NGH Pilot Developments	Three Pilots (1-Village of Jackson/2-City of Hartford-HADC/3-Village of Slinger)	\$ 6,750,000.00	Conditional on development aligning with NGH Vision/Goals. Each request for funding is a separate approval process through the NGH Committee and County Executive Committee for the pool of funds allocated for pilot NGH developments. Funds available based on max. \$20,000/owner-occupied dwelling unit capped at \$2.4 million for any one pilot -1st come/1st serve
Start-up Funds	Initial Start-up Funds for local governments	\$ 250,000.00	West Bend, Kewaskum, Newburg, Germantown (eligible uses defined in approved request) County NGH Project Manager to review and approve each funding request.
	Additional Start-up Funds for Local governments Without NGH Pilot Developments as Needed/Requested	\$ 500,000.00	Utilized for other contracted work requested by local governments as they work through their next steps. Each request for funding is a separate approval process through the NGH Committee and County Executive Committee. Cap at \$125,000 for any development – first come, first served
Total		\$ 10,000,000.00	

Project Eligibility and Approval Process

- ***Next Generation Housing Pilot Developments or Additional Start-up Funds*** - All local governments requesting projects as part of the Next Generation Housing Pilot Developments or Additional Start-up Funds:
 - All local governments are required to provide the following to the County Next Generation Housing Project Manager to determine initial eligibility:
 - Screening Checklist
 - Allocation Request for Next Generation Housing Committee
 - Relevant Proposals and Cost Estimates
 - Eligible expenses include, but are not limited to:
 - Engineering Services
 - Planning Services
 - Surveying
 - Environmental Due Diligence
 - Land Acquisition
 - Infrastructure development (roads, sewer, water, sidewalks, grading, etc.)
 - Direct Developer Incentives
 - Stormwater management
 - Street trees, signs, lighting
 - Municipal fees and permits
 - County Next Generation Housing Project Manager will determine initial eligibility on requested projects and finalize materials for Next Generation Housing Committee consideration.
 - The Screening Checklist (See Attachment E) will be used to determine if the proposed Next Generation Housing project aligns with the vision and goals of the Next Generation Housing Initiative and therefore appropriate for investment by the Next Generation Housing Committee and Washington County. Eligibility will be based on the following:
 - Potential to move a Next Generation Housing development forward
 - Alignment with definition of Next Generation Housing developments (new owner-occupied dwelling units sold in Next Generation Housing developments with 75% under \$320,000 and 100% under \$420,000, including home and lot/site, by 2032)
 - Local government has tools, time, and resources in place to make the site a priority
 - Development identified as a Next Generation Housing Pilot or listed on the Next Generation Housing Development Inventory
 - Consideration of Site Complexity
 - Consideration of Environmental Conditions
 - Developer Engagement
 - Local Government contributions and support
 - For infrastructure development funding requests, all applicable preliminary plat and zoning approvals (local, County, State) and a development agreement in principle must be secured prior to requesting funding allocation and submitted to County Next Generation Housing Project Manager. The County will request a Return on Investment (ROI) Impact Analysis to be completed by Economic Development Washington County (EDWC) prior to requesting funding allocation. This report will be shared with the Next Generation Housing Committee and County Executive Committee.
 - The Next Generation Housing Committee will confirm project eligibility and provide initial approval with a recommendation to the County Executive Committee for projects \$10,000 and over. For projects under \$10,000, the Next Generation Housing Committee will provide final

approval of proposed projects unless the County Board Representative on the Next Generation Housing Committee states the project proposal should be reviewed and approved by the County Executive Committee. The County Executive Committee will review this approval process annually.

- o The Washington County Executive Committee will consider, through consensus, proposed projects \$10,000 and over and all projects under \$10,000 that have been requested for County Executive Committee review by the County Board Representative on the Next Generation Housing Committee.
- o Due to the nature of housing development, there may be unusual circumstances where a funding request by a local government is required with a short turnaround time. In the event that the County Next Generation Housing Project Manager is not able to convene a quorum for a Next Generation Housing Committee prior to a project needing to start, the Project Manager will request an exception by the Chair and Vice Chair of the Next Generation Housing Committee and the Chair of the County Executive Committee requesting the immediate approval of the funds. A post-facto approval of the project will be placed on the following Next Generation Housing Committee and County Executive Committee agendas for consideration. The Next Generation Housing Project Manager will ensure that funds are available for the project requested by the local government and that the project is eligible for funding based on the Screening Checklist.

Project Approval Process for Next Generation Housing Pilot Developments or Additional Start-up Funds

Task	County Community Development Department	Next Gen. Housing Committee (NGHC)	Economic Develop. Washington County	NGH Local Government	County Executive Committee	County Executive
Submit Screening Checklist and Request Report				X		
Determine Initial Project Eligibility and Finalize Request to NGHC	X					
Development of NGHC Agenda	X					
Notification of NGHC Agenda		X	X	X	X	X
Confirm Project Eligibility w/ Approval for projects under \$10,000 (unless recommended by County Board Representative to Co. Executive Committee for Approval) and Initial Approval and Recommendation to Co. Executive Committee for projects \$10,000 and over		X				
Final Approve of Project Through Consensus for projects \$10,000 and over or projects that have been requested for Co. Executive Committee Review					X	
Development and Execution of Memorandum of Agreement	X			X		

- **Next Generation Housing Initial Start-up Funds** - All local governments requesting projects as part of the Initial Start-up Funds:
 - All local governments are required to provide the following to the County Next Generation Housing Project Manager to determine eligibility:
 - Screening Checklist
 - Relevant Proposals
 - County Next Generation Housing Project Manager will determine project eligibility on requested projects as part of the Next Generation Housing Initial Start-up Funds as outlined in the request for funding approved by the Next Generation Housing Committee on March 14, 2022, and County Land Use and Planning Committee on March 24, 2022, and based on the Screening Checklist (See Attachment E).
 - Eligible expenses include, but are not limited to:
 - Engineering Services
 - Planning Services
 - Surveying
 - Environmental Due Diligence (soil tests/wetland delineation, etc.)
 - Land Acquisition
- **Memorandum of Agreement** - The County will enter into a Memorandum of Agreement with each local government that will document roles and responsibilities for projects funded under the Next Generation Housing Fund. The Memorandum of Agreement will not be project specific. The Memorandum of Agreement will require the formal approval by the local governments board or council by motion or resolution.

Home Builder Costs and Minimum Quality Standards

- To satisfy the Next Generation Housing requirement of 75% of the homes having a sale price under \$320,000 and 100% under \$420,000 including the \$20,000 Next Generation Housing investment, home builders shall complete 75% of home/lot packages at a cost of under \$300,000 and 100% under \$400,000. Given these parameters, it is reasonable to require a minimum standard of quality that must be achieved within the price points.
- The County's objective is to reduce costs without sacrificing quality. The following provides minimum quality home standards for detached single family homes and twin home/duplex style homes participating in the Next Generation Housing initiative. Given that the home/lot packages must be under the Next Generation Housing price points there will be pressure on builders and developers to cut costs. The County seeks to prevent abuse of the system and ensure a baseline level of quality expectation for all Next Generation Housing homes.
- Next Generation Housing homes should maintain or appreciate in value over time, and that appreciation should be comparable to that of existing homes in the community. These minimum standards are established by the County to ensure that the resulting homes meet the requirements for Next Generation Housing, particularly as related to quality materials, quality design, and long-term durability. Equivalent materials may be substituted.
- Local governments may also choose to add additional quality standards to Next Generation Housing homes on a project-by-project basis.

- The Next Generation Housing Minimum Quality Standards⁵ do not include all the requirements and necessary items for a “completed” home and are in addition to state building code requirements and other local building and zoning requirements:
 1. Minimum two-bedroom home. If constructing a two-bedroom home, the basement shall include an egress window for potential addition of a bedroom in the basement.
 2. Eight (8) foot ceiling height of basement foundation. Basement shall include rough-in drains for an additional full bathroom to be installed at a later date. Alternatives for split level homes and twin homes will be considered. Alternatives due to high water tables, high depth to bedrock, or other limiting factors will be considered.
 3. Minimum 1 finished full bathroom and 1 finished half bathroom.
 4. Minimum two car garage (Minimum 484 square feet).
 5. Contractor will provide at least a 1-year home warranty on all work.
 6. Laminate, glue-down sheet vinyl flooring or luxury vinyl plank (LVP) for kitchen, dining, bath, and entry areas. LVP or carpet flooring for living room, hallway, bedrooms, and stairs with 8lb pad.
 7. Washer and dryer location will be designed with proper drainage, hookup, and venting.
 8. Passive sub-basement floor radon system.
 9. 30-year or equivalent architectural asphalt shingle roof.
 10. Aluminum Soffits, Facia, Gutters & Downspouts.
 11. High duty/quality vinyl siding .042 inches.
 12. Windows to have minimum energy star performance values for either vinyl or fiberglass high efficiency windows.
 13. 2x6 exterior walls 16 inch on center with R19 and plywood/OSB sheathing.
 14. R50 blown insulation in ceilings and attic.
 15. Electrical panel with 200-amp capacity.
 16. Ducted, gas, forced air central heating system with an energy efficiency rating of 92% or higher for heating.
- It is required that all builders have a General Contractor’s License.
- Builder shall provide County documentation confirming final sale price of home after close.



Figure 7 Sample image of a single-family home.



Figure 8 Sample image of a single-family home.

⁵ The following companies provided their expertise in determining Next Generation Housing Minimum Quality Standards: A&N Contracting, Harbor Homes, Hillcrest Builders, McHugh Construction, NuGen Homes, Stortz Construction, U Build It and Valido Homes.

- Items that shall be included in the builder home/lot package not to exceed the \$300,000 and \$400,000 Next Generation Housing limits include:
 1. These are not custom homes. Any requested home upgrades beyond these limits can be provided after closing.
 2. Meet all Next Generation Housing Minimum Quality Standards
 3. Co-brokerage fee
 4. Home listing agent fee
 5. Builder/developer profit
 6. Permit and inspection fees
 7. Impact fees and parkland dedication fees
 8. Utility connection fees
 9. Survey
 10. Seller closing costs
 11. Owner title policy
- Items that shall not be included in the builder home/lot package not to exceed the \$300,000 and \$400,000 Next Generation Housing limits include:
 1. Lender Title
 2. Appraisals attorney fees
 3. Mortgage origination fees
 4. Prepaid items & other lender fees
 5. Escrow or settlement fees
 6. Prorated property taxes
 7. Recording fees
 8. Appraisal
- Items that the Next Generation Housing Committee would like local governments to consider adding to the not to exceed \$300,000 and \$400,000 Next Generation Housing limits include:
 1. Landscaping
 2. Driveway
 3. Walkway

"I am so very glad to hear about the Next Generation Housing program. This program opens up a whole new world for us single people who would welcome the opportunity to own a home of our own. Homes that are more affordable and of a much smaller square footage and lot size. Thank You in advance for remembering this part of the population that does not desire a McMansion but still would like to take pride in home ownership."

- Village of Germantown Resident

Marketing and Sales

- Builders shall agree to have a home listing agent to list home on Multiple Listing Service.
- The home listing agent fee and a co-brokerage fee shall be within the \$300,000 and \$400,000 home/lot package price points and shall not exceed a total of 4% of home sales price less the County investment lien amount. Fees may be negotiated between agents.
- Builder restricted to 75% of homes having a sale price under \$320,000 and 100% under \$420,000 (including the Next Generation Housing \$20,000 investment) or subject to penalties outlined in the development agreement – including termination of agreement.

Authority and Responsibility – Initial Start-Up Funds

- To ensure continuity and efficiency of the Next Generation Housing Program, the County will work directly with each local government as part of a Project Management Team to move projects through the process. The Project Management Team will consist at a minimum of the County Next Generation Housing Project Manager and representatives from the local government.
- Guidelines for Next Generation Housing Procurement, Contracts and Reporting requirements apply in utilizing Next Generation Housing Funds (See Attachment F). County Procurement, Contracts and Reporting requirements may change over time and local governments should request any updates to Attachment F prior to initiating projects.
- Below outlines the general authority, roles and responsibilities for projects utilizing the Next Generation Housing Fund for Initial Start-up projects.
- **County**
 - Determine eligibility on requested projects as outlined in the request for funding approved by the Next Generation Housing Committee on March 14, 2022, and County Land Use and Planning Committee on March 24, 2022, and based on the Screening Checklist.
 - Draft a Memorandum of Agreement for each local government receiving funds.
 - Serve on the Project Management Team established by the local government to move projects through the process.
 - Pay professional services providers directly after invoice approval for all vendor contracts held by Washington County.
 - Grant Next Generation Housing Funds to the local government as outlined in the vendor contract.
 - Provide necessary reporting to County Finance Department and County Executive Committee.
- **Local Government Partner**
 - Determine proposed use of funds.
 - Provide the Screening Checklist and related proposals to the County Next Generation Housing Project Manager to determine initial eligibility.
 - Comply with Memorandum of Agreement. Approval of Memorandum of Agreement by the local government board or council by motion or resolution.
 - Establish a Project Management Team to move projects through the process.
 - Review, approve and pay professional service provider invoices for all vendor contracts held by local government.
 - Return all unused Next Generation Housing Funds to Washington County within 90 days following project completion.
 - Comply with required Guidelines for Next Generation Housing Procurement, Contracts and Reporting (See Attachment F). County Procurement, Contracts and Reporting requirements may change over time and local governments should request any updates to Attachment F prior to initiating projects.

Authority and Responsibility - Pilot Developments and Additional Start-up Funds

- To ensure continuity and efficiency of the Next Generation Housing Program, the County will work directly with each local government as part of a Project Management Team to move projects through the process. The Project Management Team will consist at a minimum of the County Next Generation Housing Project Manager and representatives from the local government. The EDWC will serve on the Project Management Teams as needed based on project and financial structure complexity.
- Guidelines for Next Generation Housing Procurement, Contracts and Reporting requirements apply in utilizing Next Generation Housing Funds (See Attachment F). County Procurement, Contracts and Reporting requirements may change over time and local governments should request any updates to Attachment F prior to initiating projects.
- Below outlines the general authority, roles and responsibilities for projects utilizing the Next Generation Housing Fund for Next Generation Housing Pilot developments or Additional Start-up Funds.
- **County**
 - Determine initial eligibility on requested projects based on Screening Checklist.
 - Finalize materials for Next Generation Housing Committee and County Executive Committee consideration.
 - Draft a Memorandum of Agreement for each local government receiving funds.
 - For Infrastructure funding requests, request a Return-on-Investment Impact Analysis to be completed by Economic Development Washington County prior to requesting funding allocation.
 - Serve on the Project Management Team established by the local government to move projects through the process.
 - Pay professional services providers directly after invoice approval for all vendor contracts held by Washington County.
 - Grant Next Generation Housing Funds to the local government as outlined in the vendor contract.
 - Provide necessary reporting to County Finance Department and County Executive Committee.
 - Review development agreement between local government and developer/builder to ensure compliance with terms of Memorandum of Agreement and Next Generation Housing Framework.
 - Review declaration of covenants to ensure compliance with terms of Memorandum of Agreement and Next Generation Housing Framework.



Figure 10 Sample image of a single-family home.



Figure 9 Sample image of a townhome building.

- **Local Government Partner**

- Determine proposed use of funds.
- Provide the Screening Checklist and related proposals to the County Next Generation Housing Project Manager to determine initial eligibility.
- Comply with Memorandum of Agreement. Approval of Memorandum of Agreement by the local government's board or council by motion or resolution.
- Establish a Project Management Team to move projects through the process.
- Confirm proposed homes meet minimum quality standards (Next Generation Housing min. and local government min.), confirm home/lot packages 75% under \$300,000 and 100% under \$400,000 and provides documentation to County. County can assist with this as requested by village/city.
- Local government inspector confirms homes were built to the minimum quality standards (Next Generation Housing min. and local government min.).
- Review, approve and pay professional service provider invoices for all vendor contracts held by local government.
- Return all unused Next Generation Housing Funds to Washington County within 90 days following project completion.
- Comply with required Guidelines for Next Generation Housing Procurement, Contracts and Reporting (See Attachment F). County Procurement, Contracts and Reporting requirements may change over time and local governments should request any updates to Attachment F prior to initiating projects.
- Active member on the Project Management Team.
- Participate in public engagement.
- Consider waiving or reducing fees for Next Generation Housing developments.
- Consider streamlining ordinance and comprehensive plan amendments and processes.

- **Economic Development Washington County (EDWC)**

- Participate in Project Management Team as needed based on project and financial structure complexity.
- Complete Return on Investment Impact Analysis for all Next Generation Housing development projects initiating infrastructure development at a specified cost per Impact Analysis.
- If requested, EDWC will provide input on Next Generation Housing meeting agendas and public engagement events, as necessary.

- **Project Management Teams for Next Generation Housing Pilot Developments**

- Develop a 12–14-month implementation strategy for each Next Generation Housing Pilot development which could include detailed roles, responsibilities, public engagement, milestones, review of ordinances if amendment needed, etc.
- Develop financial structure.
- Outline Developers' Agreement conditions/responsibilities.



Figure 11 Jackson Village Administrator presenting at the Builders Forum.

Next Generation Housing Committee

- The Next Generation Housing Committee (NGHC) was formed in November of 2021 with the first meeting in December 2021. The Committee will act as a guide and advance Next Generation Housing developments, community outreach and involvement through the Next Generation Housing Fund and Program.
- The NGHC includes representatives from the cities of West Bend and Hartford, villages of Slinger, Richfield, Jackson, Germantown, Kewaskum, and Newburg, Washington County Board, Economic Development Washington County, Hartford Area Development Corporation, West Bend Chamber of Commerce, Hartford Area chamber of Commerce, Germantown Area Chamber of Commerce, and the Wisconsin Department of Workforce Development. The NGHC oversees the Next Generation Housing Initiative.
- The NGHC will convene on at least a quarterly basis, with the public meetings widely promoted encouraging participation by our partnering organizations and public.
- At the March 14, 2022, NGHC meeting, the Committee approved the creation of a temporary Inventory Workgroup for the prioritization of the Next Generation Housing developments. The County Community Development Department met individually with each municipality to select their inventory sites for potential development. The Inventory Workgroup convened to establish the ranking criteria and review the analysis. A full description of the analysis process can be found in Attachment G.



Figure 12 Image of the Next Generation Housing Committee.

Next Generation Housing Ad Hoc Workgroup

- The Next Generation Housing Ad Hoc Workgroup was established in December 2021. This Workgroup gathers a select group of professionals who are directly involved in the housing market and the development process. These individuals, with their expertise on housing, bring a unique background to help brainstorm solutions to housing barriers and develop tools and strategies for implementation.
- Membership of the Ad Hoc Workgroup is comprised of a variety of stakeholders (lenders, educators, builders, developers, planners, businesses, civic organizations, non-profit organizations, and realtors).

- The first meeting of the Ad Hoc Workgroup was on December 16, 2021. This two-hour workshop was not only an introduction to the Next Generation Housing Initiative, but also a breakout group brainstorming session on the potential barriers to housing and potential solutions to those barriers. The breakout facilitation groups focused on:
 - High Development Costs and Zoning & Land Division Regulations
 - Housing Down Payments and Workforce Education & Connection
 - Public Outreach
- The goal for this workgroup is to be a resource for determining real solutions to barriers and for implementing solutions.

Public Engagement

- To maximize the extent to which community residents and other stakeholders can provide meaningful input into the Next Generation Housing Program, the County will develop a community education and outreach program with elements that include Next Generation Housing Committee public meetings, County-wide and community specific public meetings and forums, print and web-based communication tools including the development and distribution of marketing and informational materials.
- Joint outreach and education efforts with local governments may be completed as part of Next Generation Housing Pilot development implementation strategies.
- Develop a marketing plan for the Next Generation Housing Initiative to connect, educate, and engage businesses & residents on Next Generation Housing opportunities and the positive impact these developments will have on the future success of their community.
- The County will provide quarterly updates to the Next Generation Housing Ad Hoc Workgroup and other interested parties.
- The County will develop a Success Stories ArcGIS StoryMap detailing successful Next Generation Housing developments.



Figure 14 Image of the Open House in Jackson.



Figure 13 Image of the City of Hartford and HADC presenting at the Builders Forum.

Measures of Success

- The Next Generation Housing Initiative has identified the following measures of success that will be tracked and documented to be provided to the Next Generation Housing Committee, County Executive Committee, and other stakeholders.
 - Number and total value of Next Generation Housing owner-occupied units constructed and sold under \$320,000 and under \$420,000
 - Number of acres of Next Generation Housing developments throughout County
 - Amount of new property tax revenue realized by Next Generation Housing developments
 - Number and amount of Next Generation Housing Down Payments processed
 - Number of volunteer hours and amount of financial giving provided to community non-profits
 - Amount of private sector funds contributed to the Next Generation Housing Down Payment Program
 - Creation of a Model Request for Proposals for local governments to use as a baseline for contracting out the infrastructure work for the Next Generation Housing developments
 - Creation of a Model Zoning Guidelines document for Next Generation Housing developments
 - Creation of a Model Declaration of Covenants document for Next Generation Housing developments
 - Number of Comprehensive Plans updated by city and villages integrating Next Generation Housing Program language

Attachments

Attachment A - Washington County Board of Supervisors 2022 Resolution 22

Attachment B – Washington County Board of Supervisors 2021 Resolution 43

Attachment C – Flowchart for Next Generation Housing Fund Process

Attachment D - Flowchart for Financing 1,000 Next Generation Homes

Attachment E – Screening Checklist

Attachment F - Guidelines for Washington County Procurement and Reporting

Attachment G – Next Generation Housing Inventory Ranking Analysis

Attachment A - Washington County Board of Supervisors adopted 2022 Resolution 22

WASHINGTON COUNTY, WISCONSIN

Date of enactment: 7-13-2022
Date of publication: 7-19-2022

2022 RESOLUTION 22

Transfer from the General Fund for Next Generation Housing Development

WHEREAS, Section 15-6I of the Washington County Code states that Transfers and appropriations authorized under § 65.90(5)(a), Wis. Stats., requiring County Board approval shall be made upon the recommendation of the appropriate standing committee and by resolution adopted by a vote of 2/3 of the members-elect; and

WHEREAS, the United States Government passed the American Rescue Plan Act (ARPA) on March 11, 2021, which established a Coronavirus Local Fiscal Recovery Plan which is intended to assist local governments, including Washington County, in responding to the impact COVID-19 has had on the local community; and

WHEREAS, on September 8, 2021 the Washington County Board of Supervisors adopted 2021 Resolution 43 accepting more than \$26 million dollars in ARPA Funds to assist in relief efforts; and

WHEREAS, on October 7, 2021 Washington County announced a \$10 million Next Generation Housing (NGH) Fund, utilizing ARPA Funds, to provide obtainable quality housing opportunities throughout the County for our next generation; and

WHEREAS, on May 18, 2022, the Washington County Executive Committee approved by consensus, the Next Generation Housing Fund Framework and Budget identifying \$7,500,000 for NGH Pilot Developments and start up tasks for future NGH developments; and

WHEREAS, in an effort to streamline mandatory ARPA reporting, the \$7.5 million identified for NGH Developments has been allocated to another project and is no longer available for the NGH project;

NOW, THEREFORE, BE IT RESOLVED by the Washington County Board of Supervisors that an amount of \$7,500,000 is hereby transferred from the General Fund to the Next Generation Fund for Next Generation Housing Pilot Developments and start up tasks for future NGH developments.

VOTE REQUIREMENT FOR PASSAGE: 2/3 of the members elect

RESOLUTION SUMMARY: Authorization to transfer \$7,500,000 from the General Fund to the Next Generation Fund for Next Generation Housing Pilot Developments and start up tasks for future NGH developments.

1 Approved as to form:

Introduced by members of the EXECUTIVE
COMMITTEE as filed with the County Clerk.

2 Eileen T. Evans
3 Eileen T. Evans, Deputy County Attorney

4 Dated 7-14-22

J. D. Schleif
Jeffrey D. Schleif, Chairperson

6 Approved:

7 Josh Schoemann
8 Josh Schoemann, County Executive

9 Dated 19 July 22

Considered 7-13-2022

Adopted 7-13-2022

Ayes 17 Noes 3 Absent 1

10 ☐ Veto

Voice Vote _____

11 ☐ Partial Veto

12
13 (The initial General Fund transfer will be recouped during the 2022 year-end close and will not
14 impact the County's current financial standing. It will temporarily impact our compliance with
15 the fund balance policies. This resolution also approves budget adjustments for use of the ARPA
16 funds and the General Fund Transfer.)

Attachment B – Washington County Board of Supervisors adopted 2021 Resolution 43

WASHINGTON COUNTY, WISCONSIN

Date of enactment: 9-8-2021
Date of publication: 9-16-2021

2021 RESOLUTION 43

Resolution Accepting American Rescue Plan Act (ARPA) Funding

WHEREAS, since the first case of Coronavirus (COVID-19) was discovered in the United States in January 2020, the disease has infected over 32 million Americans including over 16,000 Washington County residents; and

WHEREAS, in addition to adversely affecting the health of millions of people, the worldwide response to the pandemic has had a devastating impact on the economy resulting in high rates of unemployment and business closings, and has impacted nearly every other aspect of daily life; and

WHEREAS, the United States Government passed the American Rescue Plan Act (ARPA) on March 11, 2021, which established a Coronavirus Local Fiscal Recovery Plan which is intended to assist local governments, including Washington County, in responding to the impact COVID-19 has had on the local community; and

WHEREAS, under the provisions of ARPA, Washington County is to receive more than \$26 million dollars to assist in relief efforts; and

WHEREAS, ARPA dollars are essentially a grant from the Federal Government and Washington County is able to accept grant funding pursuant to s. 59.52(19) of the Wisconsin Statutes; and

WHEREAS, pursuant to Washington County Policy FINP-11-Grant Policy, the County has delegated administration of grant dollars and programs to the departments, offices, and agencies that have direct oversight or responsibility for the programs that the grant dollars will support;

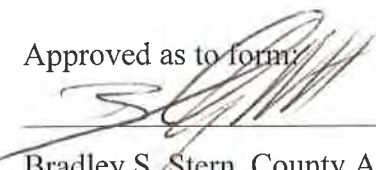
NOW, THEREFORE, BE IT RESOLVED by the Washington County Board of Supervisors that this Board accepts ARPA funding.

BE IT FURTHER RESOLVED that ARPA funds shall be administered consistent with the County's Grant Policy.

VOTE REQUIREMENT FOR PASSAGE: Majority

RESOLUTION SUMMARY: Resolution accepting ARPA funding.

1 Approved as to form:

2 
3 Bradley S. Stern, County Attorney

4 Dated

9/10/2021

5
6 Approved:

7 

8 Josh Schoemann, County Executive

9 Dated

13 Sept 21

10 ☐ Veto

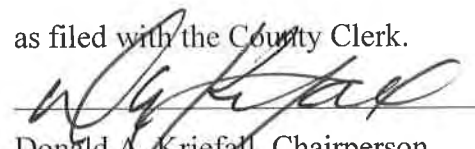
11 ☐ Partial Veto

12
13 (Acceptance of the ARPA funds would result in increased revenues and expenditures of
14 approximately \$26.4 million. Receipt and expenditure of the ARPA funds will be managed and
15 reported through the County's financial system.)

Introduced by DONALD A. KRIEFALL

COUNTY BOARD CHAIR

as filed with the County Clerk.



Donald A. Kriefall, Chairperson

Considered

9-8-2021

Adopted

9-8-2021

Ayes

22

Noes

0

Absent

4

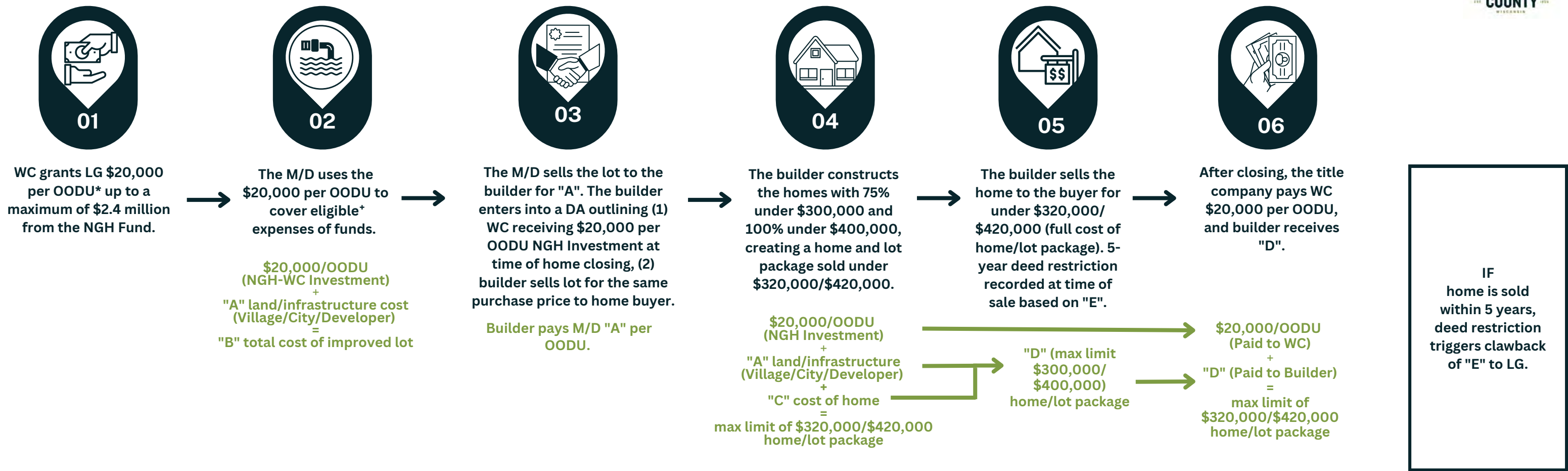
Voice Vote

X

Attachment C – Flowchart for Next Generation Housing Fund Process

Washington County Next Generation Housing Fund Pilot Flowchart

1/20/2023



Attachment D - Flowchart for Financing 1,000 Next Generation Homes

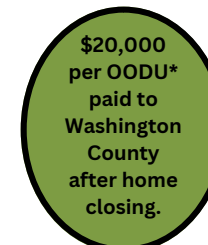
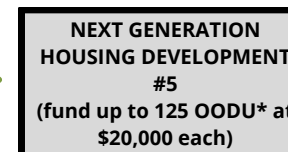
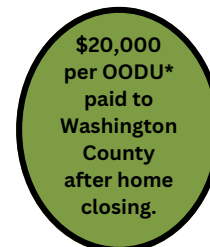
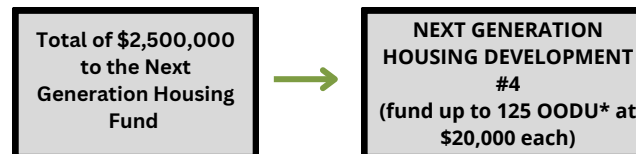
Financing 1,000 Next Generation Housing Homes & Next Generation Housing Down Payment Program



NEXT GENERATION HOUSING DOWN PAYMENT PROGRAM



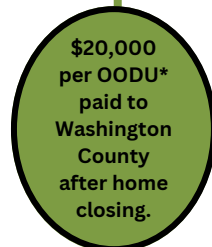
NEXT GENERATION HOUSING FUND



This process will repeat until Washington County reaches its goal of building 1,000 new owner-occupied dwelling units sold with 75% under \$320,000 and 100% under \$420,000, including home and lot by 2032.

\$2.5 MILLION TO NEXT GENERATION HOUSING DOWN PAYMENT PROGRAM

\$6,750,000 Next Generation Housing Fund (Hartford, Jackson, and Slinger Pilots)



*OODU: owner-occupied dwelling unit

Attachment E - Screening Checklist



Community Development Department

Debora Sielski, Community Development Director

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Next Generation Housing Development Screening Checklist

Washington County Next Generation Housing Initiative

The Next Generation Housing (NGH) Initiative is a coalition of Washington County communities that coordinate efforts and resources to provide obtainable quality housing options with a goal of providing 1,000 new owner-occupied housing units in NGH Developments with 75% under \$320,000 and 100% under 420,000, including home and lot/site, by 2032.

The NGH Initiative is able to provide funding to assist with certain activities related to the research, design, engineering, surveying, environmental due diligence, land acquisition, infrastructure development, and direct developer incentives of NGH housing developments throughout Washington County. This checklist should be used to determine if a proposed NGH housing development project aligns with the vision/goals of the NGH Initiative and therefore appropriate for investment by the NGH Committee and Washington County.

Owner/Representative Name & Title: _____

Owner/Representative Phone Number: _____

Address/Location of NGH Development: _____

Brief Description of Funding Request: _____

Screening for all funding proposals:

- Does the proposal move a NGH Development forward in fulfilling the goal of 1,000 NGH owner-occupied housing?
 - ☐ Yes – Forwarding the goal of 1,000 NGH owner-occupied homes is essential for the success of the NGH Initiative.
 - ☐ No –The proposal is not a good candidate for NGH funding.
- Does the proposal align with the definition of Next Generation Housing? (New owner-occupied housing units in NGH Developments with 75% under \$320,000 and 100% under \$420,000, including home and lot/site.)
 - ☐ Yes – The proposal consists of new owner-occupied housing units in Washington County per definition.
 - ☐ No – The site is not a good candidate for NGH funding.



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- Does the Coalition Partner have the tools, time, and resources in place to make the proposal a priority?
Implementing this initiative will require intergovernmental cooperation.
☐ Yes – The Coalition Partner has the resources in place to make the proposal a priority.
☐ No – The proposal may not be a good candidate for NGH funding.
- Is the proposal part of an identified NGH Pilot Development or on the NGH Development Inventory?
☐ Yes – The site is identified as a NGH Pilot Development or on the NGH Development Inventory.
☐ No – The proposal may not be a good candidate for NGH funding or possible consideration for adding to inventory.
- Is the site owner ready/agreeable to housing development?
☐ Yes – The property owner is interested and ready for development.
☐ No – The proposal may not be a good candidate for NGH funding.
- For infrastructure development funding requests, have all applicable preliminary plat and zoning approvals (local, county, state) and a development agreement in principle been established?
☐ Yes – The funding request can move forward.
☐ No – The funding request cannot move forward at this time.
- Is this site within the Sewer Service Area?
☐ Yes – The site is within the Sewer Service Area.
☐ No – The proposal may not be a good candidate for NGH funding.
- Does the proposed development site substantially comply with the goals and Framework for Next Generation Housing? Is the site consistent with the development type?
☐ Yes – The site is consistent with the goals and Framework for Next Generation Housing.
☐ No – The proposal may not be a good candidate for NGH funding.

Please describe:

- Are sewer and water utilities located to the site?
☐ Yes – Sewer and water utilities are located to the site and will help keep costs down.
☐ No – Sewer and water utilities are not located to the site. Please describe below how close the utilities are to the site.



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- Is gravity sewer available to the frontage?

☐
☐

Yes – Gravity sewer is available to the frontage.

No – Gravity sewer is not available to the frontage.

- Is there a developer/engineer at the table? Please describe their involvement:

- Is there community/government support for the proposal? Please describe:

- Are there incentives (such as TIF districts) already in place or proposed for the site? Please describe:

- Is the site relatively simple and free of costly complications? Please identify any hurdles or obstacles for developing the potential site. Simple sites are good candidates for development and likely to achieve a high return on investment for the NGH Initiative.

- Does the municipality currently have another NGH development? If yes, please provide an update on the development and clarify if the development is on track.



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- Are there environmental concerns with the site? If there are significant environmentally sensitive areas on the site, it may not be a good candidate for NGH funding. If the site is on the Brownfields Inventory, additional funding may be available through the County Brownfields Redevelopment Program. Sites with more environmental concerns may extend the project completion date and add complexity to the project. Please describe:

- Is there intention for the Inventory site to be within a high-density zoning district? This could include small lot size or high density per acre. Please describe.

- If there are rentals proposed on a portion of the site, please describe when the rental lot is anticipated to be subdivided from the site.

- Please describe what type of contributions or support the local government is providing for this project. This may include but is not limited to: financial, internal work, reduction or waiving of fees, amendments to zoning and/or local comprehensive plan or engagement from the Board/Council.



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- For infrastructure construction requests, has an EDWC ROI Impact Analysis been completed for the proposal? Please attach the summary report to this checklist for review by the Next Generation Housing Committee.

- If there is a portion of the site that is non-owner occupied, the municipality will complete the following analysis to determine what percentage of the total cost of the project will be removed from the Next Generation Housing Fund request.

Category	Total Acreage	Percentage of Total Site
Total acreage of development site		
Total acreage of owner-occupied housing		
Total acreage of rental housing		
Total acreage of open space		
Total acreage of stormwater management		
Total acreage of roadways on the site		
Category	Number of Owner-Occupied Units	Number of Rental Units
Breakdown of owner-occupied units and rental units		

Submit this checklist along with any proposal attachments to Deb Sielski, Community Development Director at deb.sielski@washcowisco.gov. This checklist, along with all project proposal materials will be provided to the Next Generation Housing Committee and County Executive Committee as part of their review and consideration of the funding request.

Attachment F - Guidelines for Washington County Procurement and Reporting



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Attachment F

Guidelines for Next Generation Housing Procurement, Contracts and Reporting

The Washington County Next Generation Housing (NGH) Fund consists of \$10,000,000 allocated to address the ongoing workforce housing issues in the County. Of the \$10 million, \$7.5 million is dedicated to pilot developments and start-up funds for municipalities. On July 13, 2022 the Washington County Board of Supervisors adopted 2022 Resolution 22, which approved \$7.5 million transfer from the General Fund for the Next Generation Housing (NGH) Initiative.

Procurement

Procurement and Reporting requirements apply in utilizing Next Generation Housing funds. Local governments entering into a Memorandum of Agreement with Washington County are required to follow all applicable *Wisconsin Statutes* for procurement of services including, but not limited to, Section 59.52(29) Wis.Stats. If local governments request assistance from the Washington County Purchasing Office for procurement of services, the County will follow the most restrictive statutory requirements. Local governments that do not have a written procurement policy are encouraged to develop procedures based on applicable *Wisconsin Statutes*. It is recommended local governments report to the Community Development Department on all procurement and progress of projects.

When utilizing County Purchasing Office for Requests for Proposals (RFPs), Requests for Qualifications (RFQs), or Requests for Bids (RFBs), the review team shall include representatives from local governments and County Community Development Department to review proposals. If local governments send RFPs, RFQs, RFBs out for Next Generation Housing related procurement but do not utilize the County Purchasing Office, the requests shall be reviewed by County prior to advertising and the review team shall include representative(s) from the County to review proposals.

Contracts

Local governments utilizing Next Generation Housing Funds shall enter into a contract with each vendor. Local governments will provide the NGH Project Manager with a copy of the signed contract. Once the signed contract is received, Washington County will grant funds to the local government for the full contracted amount. Local governments are responsible for reviewing invoices and paying vendors.

For local governments utilizing the Next Generation Housing Fund for pilot developments or additional start-up projects:

- If additional funds are required above the contracted amount but within the approved amount by the Next Generation Housing Committee, the local government will request those funds through the NGH Project Manager.
- If additional funds are needed above the Next Generation Housing Committee approved funding amount, a separate funding request will need to be submitted for consideration by the Next Generation Housing Committee.

For local governments utilizing the Next Generation Housing Fund for initial start-up projects, additional funding for the projects shall be requested through the Next Generation Housing



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Project Manager as outlined in the Project Eligibility and Approval Process Section of the Framework for the Washington County Next Generation Housing Fund.

Reporting

Local governments utilizing Next Generation Housing Funds shall provide the following reporting:

- Once a project is completed and all invoices have been paid, local governments shall provide copies of all paid invoices and proof of payment to the vendors to the County NGH Project Manager.
- Local governments are responsible for all required tax reporting for vendors including Form 1099.

Unused Funds

Following completion of each approved project where a local government was granted Next Generation Housing Funds, the local government shall return all unused funds within 90 days after project completion to Washington County.



FINANCE DEPARTMENT
Margaret M. Hamers, Finance Director

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FAX (262) 335-6878

FINP-10-PROCUREMENT POLICY

EFFECTIVE	08/15/19	REVISED	
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1. Purpose

This policy is intended to provide a set of guiding values and principles for public procurement practices in Washington County. Our goal is a fair and impartial, accountable, and transparent public procurement system in compliance with federal and state laws and other County policies while maximizing purchasing efficiency and the use of public funds.

2. Scope

This policy applies to all County departments for the purchase (including leasing or renting) of public work, materials, supplies, equipment, goods, and services.

3. Definitions

- **Cooperative Purchasing** is a purchase conducted on behalf of two or more public agencies for the common purchase of goods or services. This method is used to maximize the volume of common goods or services being purchased in order to obtain the best pricing for the agencies.
- **Direct Purchases** are procurements of goods or services that do not require a competitive solicitation process. Direct purchasing includes professional services, sole source and other exempt purchases as described in Section 8 of this policy. Previous direct purchases do not guarantee future direct purchases as circumstances may change.
- **Piggyback Purchasing** allows for purchases from another public entity's bid or contract at the established pricing as allowed by state statute. Contracts include those bid or negotiated by the state and local or national purchasing cooperatives (including, but not limited to the VALUE group or US Communities).
- **Professional Services** are any services requiring certain specialized education, technical ability and/or experience (including, but not limited to: nursing and other health services provided for the benefit and welfare of County residents, architectural and engineering services, auditing services).
- **Public Work** includes any contract for the construction, repair, remodeling or improvement of any public work or building as referred to in Section 59.52(29), Wis.

Stats. Public work does not include purchases of machinery or equipment, such as an automobile.

- **Responsible, Responsive Bidder** is a bidder who has the capability and/or qualifications to perform all aspects of the project requirements and who submits a complete bid per all the requirements of the bid documents.
- **Sole Source** includes purchases of any value that are available from only one responsible source. These purchases require documentation of specific reasons for sole source (e.g. compatibility with existing equipment) and a determination review by Purchasing. Utility purchases are considered a sole source but do not require a determination review by Purchasing.

4. Procurement Objectives

Cost: The County shall consider the long-term value of a purchase and consider ongoing maintenance, operating costs, and other indirect costs in purchasing decisions. The full lifecycle costs of a good or service may be considered when developing bid specifications and when evaluating vendor price proposals.

Quality: County purchase decisions should be based on best value, not lowest cost when possible. The goal is to secure goods and services at the lowest cost possible that is commensurate with quality requirements.

Timeliness: The County recognizes the importance of flexibility to use procurement strategies that best suit the situation in order to achieve timely delivery of goods and services for user departments.

Risk Management: While little to no risk exposure is ideal, excessive risk aversion can prevent the County from realizing the best value in purchases. Purchasing decisions will be evaluated to reduce risk to the lowest possible levels while maximizing value.

Maximizing Competition: Competition is essential to getting the best value. The County will strive for full and open competition in procurements.

Maintaining Integrity and Transparency. Recognizing that taxpayer dollars are being spent, it is essential that procurements are conducted fairly and processes and results are open to the public.

5. Purchasing Authority

Departments have the authority to make direct purchases of any budgeted item with an estimated value of less than \$10,000. Departments are encouraged to use a competitive solicitation process when feasible and advantageous to the County. Additionally, the use of purchase orders for purchases in excess of \$1,000 is also encouraged as a budget management mechanism.

When estimated costs exceed \$10,000, departments shall work with Purchasing staff to select a sensible method of purchase that promotes fair and open competition and to obtain the lowest practicable price. Such methods include, but are not limited to, Request for Quotes (RFQ), Request for Bids (RFB), Request for Proposals (RFP), and cooperative purchases.

When estimated costs exceed \$25,000, a competitive solicitation process shall be used. Purchases shall not be split in to multiple smaller purchases to avoid using a competitive solicitation process. In the absence of an adequate bid list, the County may publish a public notice in the County's official newspaper.

When developing bid specifications, quality requirements should be considered and specifications written to obtain the best value for the procurement. Award will generally be made to the lowest responsible, responsive bidder who complies with the bid specifications and can meet the requirements of the solicitation.

Although not required, it is strongly recommended that professional services be bid through an RFP process where possible. The RFP process shall include separately sealed pricing proposals.

Departments are responsible for ensuring that adequate budget funds are available for all purchases. Documentation of available budget funds shall be provided to purchasing staff upon request.

6. Special Purchasing Authority

The following are exceptions to the procurement thresholds noted in section 5 of this policy:

- The Circuit Judges may authorize the fees of court appointed attorneys and guardians ad litem.
- The Clerk of Courts may authorize the fees of interpreters, expert witnesses, witnesses, court reporters and such other services directly required by the court.
- The Sheriff may authorize covert operations purchases to the extent budgeted funds are available. Such covert expenditures shall be reported to the County Administrator when requested; however, records of covert expenditures shall remain confidential.

7. Public Work Purchases

The County must follow Wis. Stat. 59.52(29) and Chapter 66 of the Wisconsin Statutes relating to Public Works and Projects for procurement of public works. When the estimated cost exceeds \$25,000 competitive bidding applies except when the board, by resolution, has determined there is an emergency and waives bidding requirements. Purchasing staff will ensure the County is meeting these requirements for all applicable public work procurements including those within the Capital Improvement Plan (CIP).

Any public work with an estimated cost below \$25,000 shall follow the methods of purchase noted section 5 of this policy. Additionally, if the estimated cost is between \$5,000 and \$25,000, a class 1 notice shall be given before contracting for work.

8. Exemptions to Competitive Bidding

The competitive process may be waived in the following circumstances. Departments must provide written request to Purchasing staff for an exemption.

- a. emergency purchases
- b. sole source purchases
- c. purchase of professional services
- d. to provide for uniformity or to maintain conformance with organization standards
- e. when unique or opportune market conditions are present
- f. when competitive bidding would be impractical or cost prohibitive (including rebidding after an unsuccessful competitive bid process)
- g. where the purchase is of a technical or experimental nature, or where creative talent, scientific knowledge or special skills or training are required.
- h. purchases made through an existing cooperative or piggyback contract

9. Emergency Purchases

Emergency purchases are those made when a circumstance, physical condition or one or more practices, methods or operations which would, unless immediate action is taken, present an imminent risk of death or great bodily harm, loss of property, environmental harm, or which would interrupt or create a substantial risk of interruption of essential government services. All emergency purchases shall be reported to the department's standing committee as soon as reasonably possible.

If such a purchase exceeds \$5,000 or where sufficient budget funds are not available, the requesting department head shall consult the County Administrator prior to making the purchase. If sufficient funds are not available within the department budget, the department head shall follow the Administrative Policy for budget transfers.

10. Grant Funded Purchases

All purchases made with grant funds, in whole or part, shall comply with the terms and conditions of the grant agreement and with this policy. If grant requirements conflict with this policy, the County Administrator may suspend the conflicting provisions of this policy provided that such suspension is not a legal mandate and only for the specific grant and for the duration of that grant. The department head is responsible for complying with the terms of the grant and for the management of items purchased with grant funds.

11. Monitoring and Annual Review of Policy

This policy will be updated as circumstances change and changes reported to the appropriate standing committee.

Attachment G - Next Generation Housing Inventory Ranking Analysis



Community Development Department

Debora Sielski, Community Development Director

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Next Generation Housing Inventory Ranking Analysis

Gathering Inventory Sites

The Community Development Department met individually with each municipality to select their inventory sites. Sites were selected based on the representative's knowledge of available potential development sites. After these meetings, the sites were integrated into a Geographic Information Systems (GIS) layer that outlined:

- The number of parcels within the site
- The Tax IDs
- Ownership type (Public or Private)
- Municipal Priority
- Development Type
- Acres
- Brownfield Inventory Site

Establishing the Inventory Workgroup

At the March 14, 2022 Next Generation Housing Committee (NGHC) meeting, the Committee approved the creation of the temporary workgroup for the prioritization of the Next Generation Housing Developments. This Workgroup was comprised of the local government representatives on the Committee. After the sites were established, the Workgroup worked to finalize the criteria used to rank and analyze the inventory sites. The representatives of the Inventory Workgroup are listed below.

City of Hartford	Justin Drew
City of West Bend	Mark Piotrowicz
Village of Richfield	Katherine Gehl
Village of Germantown	Steve Kreklow (Jeff Retzlaff - alternate)
Village of Jackson	Jen Keller
Village of Kewaskum	Adam Gitter
Village of Newburg	Dave DeLuka (Deanna Alexander – alternate)
Village of Slinger	Margaret Wilber (Jim Haggerty – alternate)
Hartford Area Development Corporation	Tom Hostad

The Next Generation Housing Inventory Workgroup convened three times to confirm and analyze the ranking process. Brief descriptions of the meetings and the general timeline of finalizing the ranking analysis are listed.

NGHC March 14, 2022: The Next Generation Housing Committee had an opportunity to provide initial thoughts and ideas of criteria that should be included in the prioritization of the site inventory.

Workgroup May 19, 2022: The Inventory Workgroup reviewed the initial ranking criteria that was created by County staff based on the brainstorming session at the Next Generation Housing Committee meeting. The municipal representatives had the opportunity to provide feedback for revision and gave suggestions to improve the analysis process. Based on discussions, the Workgroup recommended two ranking structures – the initial ranking criteria and secondary sub-ranking criteria for the top 20 sites to simplify the process.

Workgroup June 6, 2022: The Workgroup reviewed the revised initial and sub-ranking criteria. The Workgroup assigned the specific weight of each criterion for the ranking process, specifying what questions should be scored higher than others. The revisions were approved by the Workgroup and the ranking criteria was finalized for the Next Generation Housing Inventory sites.

June 6, 2022: Staff sent out the final ranking criteria to the local government representatives to complete their sections.

June 17, 2022: Staff received analysis back from the local government representative and collected the responses.

June 18, 2022: Staff completed the developable area analysis for the inventory sites using ArcGIS Pro.

Workgroup June 22, 2022: Staff presented the preliminary ranking results of the inventory ranking analysis. After brief discussions and minor revisions from the Workgroup, consideration was given, and the inventory ranking was approved by the Workgroup. The top inventory site in the Village of Slinger was selected as the third pilot development.

Local Government Site Readiness Analysis

The initial ranking criteria analysis consisted of a variety of questions related to conceptual design, plan/code compliance, owner type, and utilities. The Workgroup also established sub-ranking criteria for the top 20 sites related to preliminary work on the site. Scores were weighted based on the importance of each factor as decided by the Workgroup. After the criteria were finalized on the June 6th meeting, the Workgroup representative received an excel sheet with the site readiness analysis to fill out for each of the sites in their municipality. The local government representatives were asked to complete this excel sheet and send it back to the Community Development Department to compile and enter the data into the final criteria sheet. Below are the questions that each of the municipal representatives answered for each site.

Initial Ranking Criteria Questions

- Are rental properties proposed for this site? If yes, what percentage of the site will be rentals? (No points)
- Rank all your inventory sites on priority. Your top priority site will receive a score of 5 in the criteria ranking.
- Has the concept plan been reviewed internally by staff? (1 point)
- Has the concept plan gone through municipal approval? (2 points)
- Is there intention for the inventory site to be within a zoning district that has a lot size of 8,000 sq ft or smaller? (2 points)
- Is the housing development consistent with your Comprehensive Plan? (1 point)
- Is the site within the Sewer Service Area? Within the Village of Germantown, is it within the Planned Sewer Service Area? (3 points)
- Are Utilities located to the site? (5 points)
- Is gravity sewer available to frontage? (1 point)
- Is City/Village willing to arrange for installment of utilities? (3 points)
- Is the site owned by the Public, a Housing Developer Under Contract, or a Non-Developer?
 - Public or Housing Developer Under Contract (2 points)
 - Non-Developer (0 points)

Sub-Ranking Criteria Questions

- Has an ALTA survey been completed on the site? (1 point)
- Have soil tests been completed on the site and soils are suitable for development? (1 point)
- Has a wetland delineation or floodplain analysis completed on the site within the last 5 years? (1 point)
- Have there been discussions on Sewer and Water Connection with Public Works or equivalent? (1 point)
- Has a stormwater management plan for the site been drafted? (1 point)

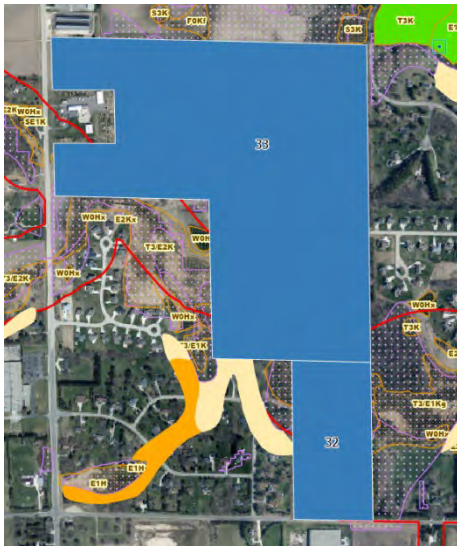
Developable Area Analysis

County Staff completed the developable area analysis for each site using important environmental factors that were incorporated into the initial ranking criteria. Using ArcGIS Pro, staff collected environmental information that included:

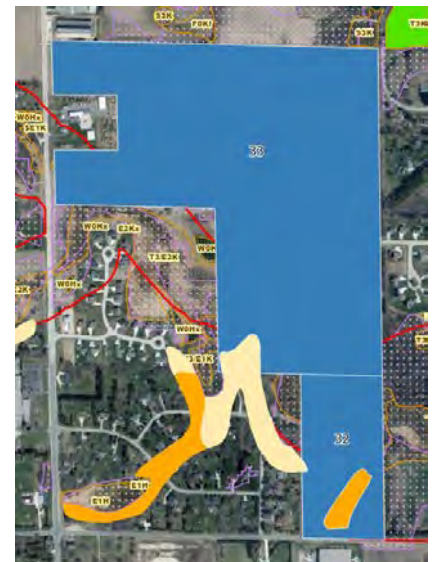
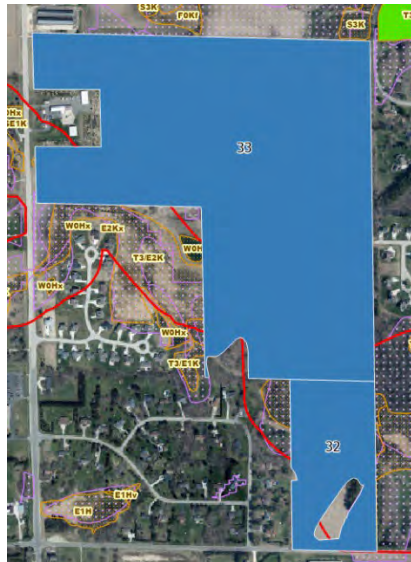
- DNR Wetlands layer
- Floodplain
- Slopes over 20%
- Primary Environmental Corridors and Isolated Natural Resource Areas
- SSURGO Soils layer (reviewing the Hydric Attribute only)

Using the Pairwise Erase Tool, the Site Inventory Target Sites layer was entered into the tool as well as the environmental factors selected for the developable area analysis. The successful output of this analysis is the Inventory Sites Layer with the environmental factor excluded from the area, creating “holes” in the sites. Below is an example of a successful analysis erasing steep slope.

Before Erase Tool:



After Erase Tool:



The Inventory Site layer with the “holes” from the successful analysis would then be entered into the Pairwise Tool with another environmental factor to be run, causing the area to be extracted from the site. This was completed on all the environmental factors selected by the Workgroup. The process for erasing each of the features is listed step by step.

1. Original Target Sites layer – Erase -- 20% slope or more data layer
2. Target Site 20% slope or more analysis layer – Erase -- PEC/INRA data layer
3. Target Site PEC/INRA analysis layer – Erase -- SSURGO Soils data layer (Hydric Attribute)
4. Target Site SSURGO Soils analysis layer (Hydric Attribute) – Erase -- 100-year flood data layer
5. Target Site 100-year flood analysis layer – Erase -- DNR Wetlands data layer (digitized by staff over the original layer)
6. Final Target Sites layer showing the developable area with the environmental factors removed from the layer

After the developable area analysis was completed, a field was created within the Final Target Sites layer to calculate the acres remaining. Once that was complete, staff compared the acres remaining to the Original Target Sites layer to calculate the percentage of the developable area for each of the sites. Scores were given on a range of 0-4 depending on the percentage of developable area.

Developable Area Analysis Scores:	
100%-76% Developable	4
75%-51% Developable	3
50%-26% Developable	2
25%-1% Developable	1
0% Developable	0 (review the site for compatibility)

Final Ranking

The ranking analysis with both the responses from the municipal representatives and the developable area analysis was compiled in a Microsoft Excel sheet. The answers from the municipalities were entered into the sheet with the specified formulas for questions and scores for the initial and sub-ranking criteria. The highest score that could be received from the initial ranking was 29 points. With the sub-ranking criteria applied, the highest possible score was 34 points. The top 5 sites are shown below based on the criteria analysis.

NGH Inventory Sites with Sub-Ranking Criteria						
Rank	Score with Sub-Ranking	Label	Tax ID	Parcels within Site	Municipality	Development Type
1	31	46	V5_0679, V5_067500X	2	Village of Slinger	Single/Multi Family
2	26	21	GTVN_224965	1	Village of Germantown	Multi Family
3	24	1a	291_11193620003, 291_11193620001	2	City of West Bend	Single Family
4	23	15	36_0903001001, 36_0903001002, 36_0903001003, 36_0903001004	4	City of Hartford	Single Family
5	23	36	V4_0347, V4_0348, V4_0349, V4_0350, V4_0353, V4_0352	6	Village of Kewaskum	Multi Family

The Village of Slinger site had the highest score with 31 points. As stated throughout the process, the third pilot site will be selected through the inventory ranking analysis.

Next Steps

The third pilot site has been selected as a result of the inventory analysis that was completed. The three pilot sites are:

- ❖ Village of Jackson Site
- ❖ City of Hartford/HADC Site
- ❖ Village of Slinger Site

The Next Generation Housing Inventory should be reviewed annually by the Next Generation Housing Committee. If additional funding becomes available for pilot development sites, the inventory ranking process should be repeated with the same ranking criteria by the Next Generation Housing Inventory Workgroup with updated site information.



RESOLUTION #23-09

A RESOLUTION RECOMMENDING TO THE VILLAGE BOARD VARIOUS REVISIONS TO THE ADOPTED 2050 COMPREHENSIVE PLAN FOR THE VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN

WHEREAS, the Village Board adopted a comprehensive plan on August 10, 2009, as referenced in Chapter 38 of the Village Code of Ordinances; and Sections 66.1001(1)(a) and 66.1001(2), Wis. Stats.; and

WHEREAS, the Village Board has made a number of minor revisions to the adopted plan since that time including a major plan update in 2019; and

WHEREAS, the Plan Commission desires to revise the definition of “Medium-Density Residential” outlined under the Land Use Categories on pages six (6) through seven (7) in the adopted comprehensive plan; and

WHEREAS, the Plan Commission finds that the revision set forth herein is consistent with the remainder of the adopted plan; and

WHEREAS, the Village Board will conduct a public hearing, following the procedures enumerated in Section 66.1001(4)(d), Wis. Stats., and the public participation procedures for comprehensive plan amendments adopted by the Village Board through Resolution #19-24; and

NOW THEREFORE, by a majority vote of the entire commission recorded in its official minutes, the Plan Commission recommends to the Village Board the revisions to the adopted comprehensive plan as set forth herein.

PART 1. Amend the Land Use definition of *Medium-Density Residential* to read as follows:

Medium-Density Residential

The Medium-Density Residential land use category encompasses more acreage than any of the Village’s other land use plan categories. Medium-density residential development consists primarily of single-family residential development at a density of up to 5.4 dwelling units per net acre on lots of at least 8,000 square feet and two-family, zero lot-line development at a density of up to 5.4 dwelling units per acre with an average lot size of at least 4,500 square feet.

NOW THEREFORE, the Village Clerk is directed to send a copy of this resolution to each of the following:

- a. the clerk for Washington County;
- b. the clerk for the Town of Jackson;
- c. the clerk for the Town of Polk;
- d. State of Wisconsin Department of Administration;
- e. Southeastern Wisconsin Regional Planning Commission (SEWRPC); and
- f. Slinger Community Library.

Introduced by: _____

Seconded by: _____

Vote: _____ ayes _____ nays

Passed and Approved: _____

Brian J. Heckendorf – 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 Jackson Municipal Complex, Post Office, and one other location in the Village.

Village Official

Date

RESOLUTION #23-11

AMENDMENT TO THE 2023 BUDGET

WHEREAS, following a public hearing, the Village Board of the Village of Jackson Adopted the Amended 2023 Budget on May 9, 2023; and

WHEREAS, On May 9, 2023, the Village Board adopted a motion to amend the 2023 budget for the Village of Jackson for the purpose of qualifying for the Expenditure Restraint Program shared revenue.

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of Jackson does hereby approve the budget amendment as described below:

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Change</u>
General Fund – Professional Services	\$62,000	\$61,880	(\$120) Expense
General Fund – Video Franchise Fees	\$80,000	\$79,880	(\$120) Revenue

The anticipated \$120 decrease will be satisfied from the General Fund which had a reported balance of \$2,601,033 in the 2021 Audited Financial Statements.

Introduced by:_____

Seconded by:_____

Vote:_____Ayes _____Nays

Passed and Approved:_____

Brian J. Heckendorf – 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 Jackson Municipal Complex, Post Office, and one other location in the Village.

Village Official

Date

RESOLUTION #23-12

A RESOLUTION HONORING MICHAEL SCHWAB FOR HIS YEARS OF SERVICE TO THE VILLAGE OF JACKSON

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

WHEREAS, the Village of Jackson Board Members, the Village of Jackson Employees, and the Citizens of the Village of Jackson would like to express their appreciation to Michael Schwab for his public service, contributions, and dedication while serving the Village of Jackson as Public Works Committee Member starting in 2009, Village Trustee from April 2011 to 2013, Village President from April 2015 to April 2023, and in recognition of his contributions to many boards and committees including Budget and Finance Committee, Board of Review, Community Development Authority, Joint Review Board, Personnel Committee, Plan Commission, School District Liaison, and Tourism Commission; and

WHEREAS, his dedication has helped make the Village of Jackson a better place to live and work; now

THEREFORE, BE IT RESOLVED that the Village of Jackson does hereby honor Michael Schwab and expresses its deep and sincere appreciation for his service.

Introduced by: _____

Seconded by: _____

Vote: ____ ayes ____ nays

Passed and Approved: _____

Brian J. Heckendorf - 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 Jackson Municipal Complex, Post Office, and one other location in the Village.

Village Official

Date

Licenses: May 9, 2023 Village Board Meeting

Name	Establishment	Police Chief Recommendation
OPERATOR'S LICENSES		
Alyssa Kincanon	East Side Mart, Main Street Mart & The Village Mart	Approval
Kristina Nehring	East Side Mart, Main Street Mart & The Village Mart	Approval
Paige Ziegler	East Side Mart, Main Street Mart & The Village Mart	Approval

Memo

To: Brian Heckendorf, Village President and Board of Trustees
From: Jilline Dobratz, Village Clerk
Date: 05/04/2023
Re: Options for Filling Trustee Vacancy

Effective April 18, 2023 Trustee Heckendorf was sworn in as Village President. The Board has the following options to address the vacancy of his vacant seat:

1. **Temporary Appointment by Village Board** – Should the Board direct Staff to accept applications for the available position of Village Trustee for a Term through April 15, 2024, the board would need to direct Staff in the following ways:
 - Who is eligible to apply for the position, in addition to the residency requirement.
 - Whether the application would include a resume, letter of interest, and/or an application similar to the committee application.
 - When the application window opens and closes.
 - Where the position should be advertised, such as on the Village Website, Electronic Sign Board, Public Posting Boards, etc.
 - When the selection will be made.
 - When the Candidate would take office.
2. **Special Election** - Should the Board direct Staff to arrange for a special election, the following would apply:
Candidates would need to circulate nomination papers and obtain a minimum of 20 signatures. All required candidacy paperwork would be submitted to the Clerk by a date specified in order to appear on the ballot. If there are more than two (2) Candidates that were to submit candidacy paperwork, the Board would determine if a Primary Election would be held. The election cost would be that of the Village.
3. **Leave Vacant for Remainder of Term – April 15, 2024**
This option would leave a Trustee position open for approximately twelve months, up until the February and April 2024 election cycle.

Memo

To: Jen Keller, Village Administrator

From: Brian W. Kober, P. E., Director of Public Works

Subject: STH 60 & Eagle Drive Roundabout Project
Transportation Project Plat No. 2310-13-01

Date: May 2, 2023

CC:

A Transportation Plat for the STH 60 & Eagle Drive Roundabout needs to be approved by the Village of Jackson to proceed with the process of offering a purchase price of land to the property owners. The two properties affected by the plat is Piggly Wiggly and Jackson Chiropractic Center.

Per the ICE Report, the total amount of the land acquisitions is \$12,200.00. Due to the project schedule, WisDOT has requested the plat approval includes staff authority to sign an offer to purchase with a maximum purchase amount of \$15,000.00 for both parcels.

If you have any questions, please let me know.

Brian W. Kober, P.E.

Concept Cost Estimate Summary - Alternative 2: Roundabout
WIS 60 & Eagle Drive
Village of Jackson, Wisconsin
Washington County
February 2022

Project Segment Type: ☐ U (R=Rural, S=Suburban, U=Urban)

Summary Item	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL
1	EXCAVATION COMMON	CY	Included in Incidentals		
2	BASE AGGREGATE DENSE 1 1/4-INCH	TON	6580	\$20.00	\$131,600
3	SIDEWALK	SF	19920	\$7.00	\$139,440
4	HMA PAVEMENT	TON	2230	\$80.00	\$178,400
5	CONCRETE CURB AND GUTTER 30-INCH	LF	4510	\$18.00	\$81,200
6	Major Roadway Items Detailed Subtotal (Items 1 to 5)				\$530,600
7	DRAINAGE	LS	% of Item 6	25%	\$132,700
8	EROSION CONTROL AND RESTORATION	LS	% of Item 6	7%	\$37,100
9	TRAFFIC CONTROL AND STAGING	LS	% of Item 6	12%	\$63,700
10	LIGHTING	LS	1	\$32,000.00	\$32,000
11	SIGNING/MARKING	LS	% of Item 6	8%	\$42,400
12	ROADWAY INCIDENTALS	LS	% of Item 6	30%	\$159,200
13	Construction Costs Subtotal (Items 6 to 12)				\$997,700
14	MOBILIZATION	LS	% of Item 14	7%	\$70,000
15	PRELIMINARY ENGINEERING	LS	% of Item 14+15	10%	\$106,800
16	FINAL ENGINEERING				
17	CONSTRUCTION ENGINEERING	LS	% of Item 14+15	15%	\$160,200
18	REAL ESTATE - SOUTHWEST QUADRANT	AC	0.042	\$141,500.00	\$5,900
19	REAL ESTATE - SOUTHEAST QUADRANT	AC	0.025	\$250,000.00	\$6,300
TOTAL PROJECT COST (2022 DOLLARS)					\$1,346,900

A map of the state of Wisconsin, divided into its 9 counties. Dodge County, located in the southeastern part of the state, is highlighted in black. The other counties are shown in white with black outlines.

4

4

ACCESS RIGHTS	AR	POINT OF COMPOUND CURVE	PCC
ACRES	AC	POINT OF INTERSECTION	PI
AHEAD	AH	PROPERTY LINE	PL
ALUMINUM	ALUM	RECORDED AS	(100')
AND OTHERS	ET AL	REEL / IMAGE	R/I
BACK	BK	REFERENCE LINE	R/L
BLACK	BLK	REMAINING	REM
CENTERLINE	C/L	RESTRICTIVE DEVELOPMENT	RDE
CERTIFIED SURVEY MAP	CSM	EASEMENT	
CONCRETE	CONC	RIGHT	RT
COUNTY	CO	RIGHT OF WAY	R/W
COUNTY TRUNK HIGHWAY	CTH	SECTION	SEC
DISTANCE	DIST	SEPTIC VENT	SEPV
CORNER	COR	SQUARE FEET	SF
DOCUMENT NUMBER	DOC	STATE TRUNK HIGHWAY	STH
EASEMENT	EASE	STATION	STA
EXISTING	EX	TELEPHONE PEDESTAL	TP
GAS VALVE	GV	TEMPORARY LIMITED	TLE
GRID NORTH	GN	EASEMENT	
HIGHWAY EASEMENT	HE	TRANSPORTATION PROJECT PLAT	TPP
IDENTIFICATION	ID	UNITED STATES HIGHWAY	USH
LAND CONTRACT	LC	VOLUME	V
LEFT	LT		
MONUMENT	MON		
NATIONAL GEODETIC SURVEY	NGS		
NUMBER	NO		
OUTLOT	OL		
PAGE	P		
POINT OF TANGENCY	PT		
PERMANENT LIMITED	PLE		
EASEMENT			
POINT OF BEGINNING	POB		
POINT OF CURVATURE	PC		

<u>CURVE DATA ABBREVIATION</u>			
	LONG CHORD		LCH
	LONG CHORD BEARING		LCB
	RADIUS		R
	DEGREE OF CURVE		D
	CENTRAL ANGLE		Δ/DE
	LENGTH OF CURVE		L
	TANGENT		T
	DIRECTION AHEAD		DA
	DIRECTION BACK		DB

WATER	_____	W
GAS	_____	G
TELEPHONE	_____	T
OVERHEAD TRANSMISSION LINES	_____	OH
ELECTRIC	_____	E
CABLE TELEVISION	_____	TV
FIBER OPTIC	_____	FO
SANITARY SEWER	_____	SAN
STORM SEWER	_____	SS
ELECTRIC TOWER	☒	



POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM COORDINATES (WICRS), WASHINGTON COUNTY, NAD83 (2011), IN U.S. SURVEY FEET. VALUES ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

ALL NEW RIGHT-OF-WAY MONUMENTS WILL BE TYPE 2 (TYPICALLY 3/4" X 24" IRON REBARS), UNLESS OTHERWISE NOTED, AND WILL BE PLACED PRIOR TO THE COMPLETION OF THE PROJECT.

ALL RIGHT-OF-WAY LINES DEPICTED IN THE NON-ACQUISITION AREAS ARE INTENDED TO RE-ESTABLISH EXISTING RIGHT-OF-WAY LINES AS DETERMINED FROM PREVIOUS PROJECTS, OTHER RECORDED DOCUMENTS, OR FROM CENTERLINE OF EXISTING PAVEMENTS.

RIGHT-OF-WAY BOUNDARIES ARE DEFINED WITH COURSES OF THE PERIMETER OF THE HIGHWAY LANDS REFERENCED TO THE U.S. PUBLIC LAND SURVEY SYSTEM OR OTHER "SURVEYS" OF PUBLIC RECORD.

DIMENSIONING FOR THE NEW RIGHT-OF-WAY IS MEASURED ALONG AND PERPENDICULAR TO THE NEW REFERENCE LINES.

A TEMPORARY LIMITED EASEMENT (TLE) IS A RIGHT FOR CONSTRUCTION PURPOSES, AS DEFINED HEREIN, INCLUDING THE RIGHT TO OPERATE NECESSARY EQUIPMENT THEREON, THE RIGHT OF INGRESS AND EGRESS, AS LONG AS REQUIRED FOR SUCH PUBLIC PURPOSE, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE. ALL (TLEs) ON THIS PLAT EXPIRE AT THE COMPLETION OF THE CONSTRUCTION PROJECT FOR WHICH THIS INSTRUMENT IS GIVEN.

PROPERTY LINES SHOWN ON THIS PLAT ARE DRAWN FROM DATA DERIVED FROM MAPS AND DOCUMENTS OF PUBLIC RECORD AND/OR EXISTING OCCUPATIONAL LINES. THIS PLAT MAY NOT BE A TRUE REPRESENTATION OF EXISTING PROPERTY LINES, EXCLUDING RIGHT-OF-WAY, AND SHOULD NOT BE USED AS A SUBSTITUTE FOR AN ACCURATE FIELD SURVEY.

FOR THE CURRENT ACCESS/DRIVEWAY INFORMATION, CONTACT THE PLANNING UNIT OF THE WISCONSIN DEPARTMENT OF TRANSPORTATION OFFICE IN WAUKESHA.

PARCEL AND UTILITY IDENTIFICATION NUMBERS MAY NOT POINT TO ALL AREAS OF ACQUISITION, AS NOTED ON THE TPP DETAIL PAGES.

INFORMATION FOR THE BASIS OF EXISTING HIGHWAY RIGHT-OF-WAY POINTS OF REFERENCE AND ACCESS CONTROL ARE LISTED ON THE TPP DETAIL PAGES.

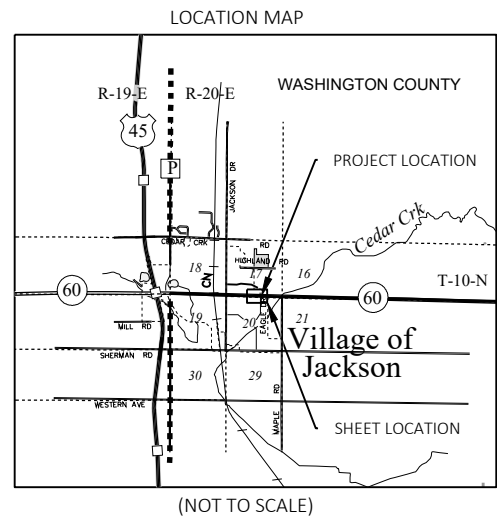
THAT PART OF LOT 1 CSM 6108, AND THAT PART OF LOT 1 CSM 2448, ALL BEING IN THE NW1/4 - NE1/4 ALL IN SECTION 20, T10N, R20E, VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN.

TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE STATE OF WISCONSIN DEPARTMENT OF TRANSPORTATION DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE DEPARTMENT FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE STATE OF WISCONSIN, PURSUANT TO THE PROVISIONS OF SECTION 84.09 (1) OR (2), WISCONSIN STATUTES.

POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM (WISCRS), WASHINGTON COUNTY, NAD83(2011) IN US SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES,. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

FOR ADDITIONAL INFORMATION REFER TO THE TITLE SHEET, RECORDED IN THE OFFICE OF REGISTER DEEDS, IN WASHINGTON COUNTY, AS SHEET 2 OF 2 OF THIS DOCUMENT.



RESERVED FOR REGISTER OF DEEDS
PROJECT NUMBER: 2310-13-01
AMENDMENT NO: ____

0 25 50

SCALE, FEET

SCHEDULE OF LANDS & INTERESTS REQUIRED			OWNERS NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE DEPARTMENT			
PARCEL NUMBER	OWNER(S)	INTEREST REQUIRED	R/W SQUARE FEET REQUIRED			TLE SF
			NEW	EXISTING	TOTAL	
1	CLAYPOOL PROPERTIES, LLC	FEE, TLE	322.91	--	322.91	413.43
2	HANSEN'S MANAGEMENT SERVICES, LLC	FEE, TLE	62.59	--	62.59	901.18

PLOT SCALE :

SIGNATURE: _____ DATE: _____
PRINT NAME: BRIAN HECKENDORF

PROJECT ID: 2310-13-71
WITH: 2310-13-70

COUNTY: WASHINGTON

ORDER OF SHEETS

Section No.	1	Title
Section No.	2	Typical Sections and Details
Section No.	3	Estimate of Quantities
Section No.	3	Miscellaneous Quantities
Section No.	4	Right of Way Plat
Section No.	5	Plan and Profile
Section No.	6	Standard Detail Drawings
Section No.	7	Sign Plates
Section No.	8	Structure Plans
Section No.	9	Computer Earthwork Data
Section No.	9	Cross Sections

TOTAL SHEETS =



DESIGN DESIGNATION

A.A.D.T.	2024	=	8,260
A.A.D.T.	2044	=	9,350
D.H.V.		=	
D.D.		=	
T.		=	17.3%
DESIGN SPEED		=	40 MPH
ESALS		=	2,300,300

CONVENTIONAL SYMBOLS

PLAN

CORPORATE LIMITS	
PROPERTY LINE	
LOT LINE	
LIMITED HIGHWAY EASEMENT	
EXISTING RIGHT OF WAY	
PROPOSED OR NEW R/W LINE	
SLOPE INTERCEPT	
REFERENCE LINE	
EXISTING CULVERT	
PROPOSED CULVERT (Box or Pipe)	
COMBUSTIBLE FLUIDS	
MARSH AREA	
WOODED OR SHRUB AREA	

PROFILE

GRADE LINE	
ORIGINAL GROUND	
MARSH OR ROCK PROFILE (To be noted as such)	
SPECIAL DITCH	
GRADE ELEVATION	
CULVERT (Profile View)	
UTILITIES	
ELECTRIC	
FIBER OPTIC	
GAS	
SANITARY SEWER	
STORM SEWER	
TELEPHONE	
WATER	
UTILITY PEDESTAL	
POWER POLE	
TELEPHONE POLE	

STATE OF WISCONSIN
DEPARTMENT OF TRANSPORTATION

PLAN OF PROPOSED IMPROVEMENT

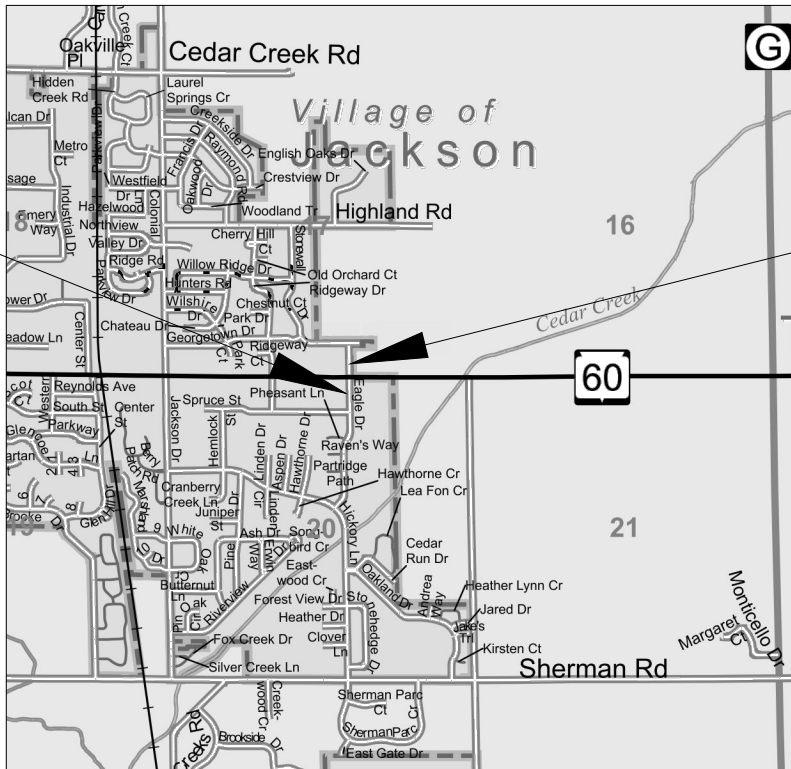
EAGLE DRIVE
INTERSECTION WITH STH 60
LOCAL STREET
WASHINGTON COUNTY

STATE PROJECT NUMBER
2310-13-71

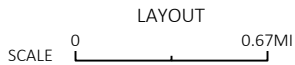
R-20-E

BEGIN PROJECT
STA 400+00.00

END PROJECT
STA 403+89.48



T-10-N



TOTAL NET LENGTH OF CENTERLINE = 0.074 MI

COORDINATES ON THIS PLAN ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM (WCOS),WASHINGTON COUNTY, NAD 83 (2011), IN U.S. SURVEY FEET.

ELEVATIONS SHOWN ON THIS PLAN ARE REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988, NAVD 88 (2012). GPS DERIVED ELEVATIONS ARE BASED ON GEOID 12A.

STATE PROJECT	FEDERAL PROJECT	
	PROJECT	CONTRACT
2310-13-71		

30% PLAN
7/15/22

ORIGINAL PLANS PREPARED BY

DAAR ENGINEERING, INC.

www.daarcorp.com
Milwaukee, WI 53202
414-225-9817

DATE: _____
(Professional Engineer Signature)

STATE OF WISCONSIN
DEPARTMENT OF TRANSPORTATION

PREPARED BY	AYRES ASSOCIATES / DAAR ENGINEERING
Surveyor	DAAR ENGINEERING, INC.
Designer	ANDREW PINTER
Project Manager	REGIONAL EXAMINER
Regional Examiner	JANET CANNON
Regional Supervisor	

APPROVED FOR THE DEPARTMENT

DATE: _____
(Signature)

E

GENERAL NOTES

MISCELLANEOUS

- 1. DETAILS OF CONSTRUCTION NOT SHOWN SHALL BE IN ACCORDANCE WITH THE PERTINENT REQUIREMENTS OF THE STANDARD SPECIFICATIONS.
- 2. CURVE DATA SHOWN ON THE PLAN IS "ARC DEFINITION".
- 3. NO TREES OR SHRUBS ARE TO BE REMOVED WITHOUT THE APPROVAL OF THE ENGINEER.
- 4. DIMENSIONS GIVEN FOR EXISTING FEATURES SHALL BE CONSIDERED AS APPROXIMATE AND MEASURED IN THE FIELD FOR MATCHING PURPOSES.
- 5. THE LOCATION OF EXISTING OR PROPOSED UTILITIES, AS NOTED IN THE PLANS, ARE APPROXIMATE. THERE MAY BE OTHER UTILITY INSTALLATIONS AND SERVICES WITHIN THE PROJECT AREA THAT ARE NOT SHOWN. THE CONTRACTOR SHALL NOTIFY DIGGERS HOTLINE AND AFFECTED UTILITIES PRIOR TO THE START OF WORK. ANY LOCAL MUNICIPALITY OR PUBLIC AGENCY WHICH IS NOT A MEMBER OF DIGGERS HOTLINE MUST BE CONTACTED SEPARATELY.
- 6. A SAWED JOINT IS REQUIRED WHERE NEW PAVEMENT MEETS EXISTING PAVEMENT.
- 7. CONTRACTOR MUST CONTACT THE PROJECT ENGINEER AND THE WASHINGTON COUTNTY SURVEYOR SCOTT SCHMIDT, AT LEAST TWO WEEKS PRIOR TO WORK NEAR ANY PUBLIC SURVEY MONUMENT.

TRAFFIC CONTROL

- 1. TRAFFIC CONTROL WHEN TEMPORARY PAVEMENT MARKING REMOVABLE TAPE IS REQUIRED, IT SHALL BE CUT THROUGH ITS FULL WIDTH AND THICKNESS AT 25-FOOT INTERVALS TO CONTROL RAVELING.
- 2. ALL TRAFFIC CONTROL SIGNS SHALL BE 48"X 48" UNLESS OTHERWISE NOTED IN THE PLANS.
- 3. "WO" SIGNS ARE THE SAME AS "W" SIGNS EXCEPT THE BACKGROUND IS REFLECTIVE ORANGE.
- 4. SIGN LOCATIONS ARE APPROXIMATE. THE ACTUAL LOCATIONS AND SPACING MAY BE ADJUSTED AS DIRECTED BY THE ENGINEER TO MEET FIELD CONDITIONS.
- 5. ALL SIGNS, TEMPORARY OR EXISTING, WHICH CONFLICT WITH TRAFFIC CONTROL "IN USE" SHALL BE COVERED OR REMOVED AS NEEDED AND/OR AS DIRECTED BY THE ENGINEER AND PAID FOR UNDER THEIR RESPECTIVE ITEMS. NO "WORKING" LIGHTS SHALL BE VISIBLE ON A COVERED OR LAID DOWN SIGN.
- 6. ALL EXISTING CONFLICTING PAVEMENT MARKING SHALL BE REMOVED.
- 7. A FLAGGER MAY BE REQUIRED WHERE CONSTRUCTION VEHICLES ENTER OR LEAVE "WORK/CLOSED" AREAS IF WARRANTED BY CONDITIONS AND/OR AS DIRECTED BY THE ENGINEER.
- 8. CONTRACTOR SHALL INSTALL PERMANENT SIGNS AND PERMANENT PAVEMENT MARKING WHEN APPROPRIATE DURING CONSTRUCTION STAGING AS SHOWN ON PLANS OR AS DIRECTED BY THE ENGINEER.

EROSION CONTROL

- 1. ALL DISTURBED AREAS WITHIN THE RIGHT OF WAY THAT ARE NOT THE RESULT OF CONTRACT ITEMS SHALL BE RESTORED, SEEDED, FERTILIZED, AND MULCHED AT THE CONTRACTOR'S EXPENSE.
- 2. WHEN PERFORMING ROADWAY CLEANING OPERATIONS, THE CONTRACTOR SHALL USE EQUIPMENT HAVING VACUUM OR WATER SPRAY MECHANISMS TO ELIMINATE THE DISPERSION OF DUST. IF VACUUM EQUIPMENT IS EMPLOYED, IT SHALL HAVE SUITABLE SELF-PARTICULATE COLLECTORS TO PREVENT DISCHARGE FROM THE COLLECTION BIN TO THE ATMOSPHERE.

HMA PAVING

- 1. HMA PAVEMENT QUANTITIES WERE CALCULATED USING 118 LBS/SY-IN.

CONTACTS

ANR PIPELINE CO - GAS PETROLEUM

TODD BRISTER
W3925 Pipeline Lane
Eden, WI 53019
(920) 477-2235
todd_brister@transcanada.com

AT&T WISCONSIN - COMMUNICATION LINE

JEFF OLDENBURG
2005 Pewaukee Road
Waukesha, WI 53188
(262) 896-7522
jo2376@att.com

CHARTER COMMUNICATIONS - COMMUNICATION LINE

RON MUELLER
1515 W Washington St
West Bend, WI 53095
(262) 429-8889
Ronald.Mueller@charter.com

SPRINT COMMUNICATIONS CO LP - COMMUNICATION LINE

JASON JARVIS
7459 W 79th St
Bridgeview, IL 60455
(219) 433-4091
jason.m.jarvis@sprint.com

VILLAGE OF JACKSON DEPT. OF PUBLIC WORKS - ROAD FACILITY

RUSS KRUEGER
N168 W20733 Main St
Jackson, WI 53037
(262) 677-9001
streets@villageofjackson.com

VILLAGE OF JACKSON DEPT. OF PUBLIC WORKS - SANITARY SEWER

BRIAN KOBER
N168 W20733 Main St
P.O. Box 147
Jackson, WI 53037
(262) 677-9001
brian.kober@villageofjackson.com

VILLAGE OF JACKSON DEPT. OF PUBLIC WORKS - SEWER

MIKE GAGNE
N168 W20733 Main St
Jackson, WI 53037
(262) 677-3278
wwtp@villageofjackson.com

VILLAGE OF JACKSON DEPT. OF PUBLIC WORKS - WATER

DAN RATHKE
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Jackson, WI 53037
(262) 677-9001
watersuper@villageofjackson.com

WASHINGTON COUNTY HIGHWAY ENGINEER/SURVEYOR

SCOTT M. SCHMIDT
900 LANG STREET
WEST BEND, WI 53090
(262) 335-6881
scott.schmidt@co.washington.wi.us

WINDSTREAM KDL, LLC - COMMUNICATION LINE

MARY FISHER
13935 BISHOPS DR.
BROOKFIELD, WI 53005
(262) 792-7938
Mary.B.Fisher@windstream.com

WE ENERGIES - ELECTRICITY

WE ENERGIES UTILITY COORDINATOR
We-Utility-relocations@we-energies.com

WE ENERGIES - GAS/PETROLEUM

WE ENERGIES UTILITY COORDINATOR
We-Utility-relocations@we-energies.com

WE ENERGIES - ELECTRICITY, GAS/PETROLEUM

WE ENERGIES UTILITY COORDINATOR
We-Utility-relocations@we-energies.com

WISDOT - STREET LIGHTING

ERIC PEREA
141 NW BARSTOW ST.
WAUKESHA, WI 53188
(262) 574-5422
eric.perea@dot.wi.gov

WISDOT - WISCONSIN SIGNAL

DERRIN WOLFORD
141 NW BARSTOW ST.
WAUKESHA, WI 53188
(262) 521-4409
derrin.wolford@dot.wi.gov

WDNR

BENTON STELZEL
141 NW BARSTOW ST
WAUKESHA, WI 53188
(262) 623-0194
benton.stelzel@wisconsin.gov

STANDARD ABBREVIATIONS

AGG	AGGREGATE	ESALS	EQUIVALENT SINGLE AXLE LOADS	PERM	PERMANENT	SDD	STANDARD DETAIL DRAWINGS
AADT	ANNUAL AVERAGE DAILY TRAFFIC	ESTR	EXISTING SIGN TO REMAIN	PLE	PERMANENT LIMITED EASEMENT	STH	STATE TRUNK HIGHWAYS
ASPH	ASPHALT DRIVEWAY	EXC	EXCAVATION	PT	POINT	STA	STATION
AVG	AVERAGE	EBS	EXCAVATION BELOW SUBGRADE	PCC	PORTLAND CEMENT CONCRETE	SS	STORM SEWER
ADT	AVERAGE DAILY TRAFFIC	EXIST	EXISTING	PROJ	PROJECT	STR	STRUCTURE OR STRUCTURAL
BM	BENCH MARK	FT	FOOT	PL	PROPERTY LINE	TEL	TELEPHONE
CB	CATCH BASIN	GRVL	GRAVEL DRIVEWAY	R/L	REFERENCE LINE	TEMP	TEMPORARY
C/L	CENTERLINE	HORIZ	HORIZONTAL	RT	RIGHT	TLE	TEMPORARY LIMITED EASEMENT
CONC	CONCRETE	INL	INLET	R/W	RIGHT-OF-WAY	T	TON
CO	COUNTY	INV	INVERT	RD	ROAD	TYP	TYPICAL
CTH	COUNTY TRUNK HIGHWAY	JCT	JUNCTION	RDWY	ROADWAY	UG	UNDERGROUND
CWT	HUNDREDWEIGHT	LT	LEFT	SEC	SECTION	USH	UNITED STATES HIGHWAY
CY	CUBIC YARD	LF	LINEAR FOOT	SHLDR	SHOULDER	W	WATER
DHV	DESIGN HOUR VOLUME	LS	LUMP SUM	SW	SIDEWALK	WM	WATER MAIN
DIA	DIAMETER	MH	MANHOLE	S	SOUTH	WV	WATER VALVE
E	EAST	ML	MATCH LINE	SPECS	SPECIFICATIONS	W	WEST
X	EAST GRID COORDINATE	N	NORTH	SF	SQUARE FEET	YD	YARD
ELEC	ELECTRIC	NO	NUMBER	SY	SQUARE YARD	Y	NORTH GRID COORDINATE
ELEV	ELEVATION	PAVT	PAVEMENT	STD	STANDARD		

ORDER OF SECTION 2 SHEETS

- GENERAL NOTES
- PROJECT OVERVIEW
- TYPICAL SECTIONS
- INTERSECTION DETAILS
- PLAN DETAILS
- EROSION CONTROL
- PAVEMENT MARKING
- TRAFFIC CONTROL
- ALIGNMENT DETAILS
- CROSS SECTIONS

PAVEMENT DESIGN

PROJECT LOCATION	STATIONING	TOTAL PAVEMENT LAYER THICKNESS	LAYER	HMA PAVEMENT TYPE
EAGLE DR.	STA: 400+00 TO STA: 403+89	2 -INCHES	LOWER	4 MT 58-28 S
EAGLE DR.	STA: 400+00 TO STA: 403+89	1 ¾ -INCHES	MIDDLE	4 MT 58-28 S
EAGLE DR.	STA: 400+00 TO STA: 403+89	1 ¾ -INCHES	UPPER	4 MT 58-28 S

PROJECT NO: 2310-13-71

HWY: EAGLE DRIVE

COUNTY: WASHINGTON

GENERAL NOTES AND CONTACTS

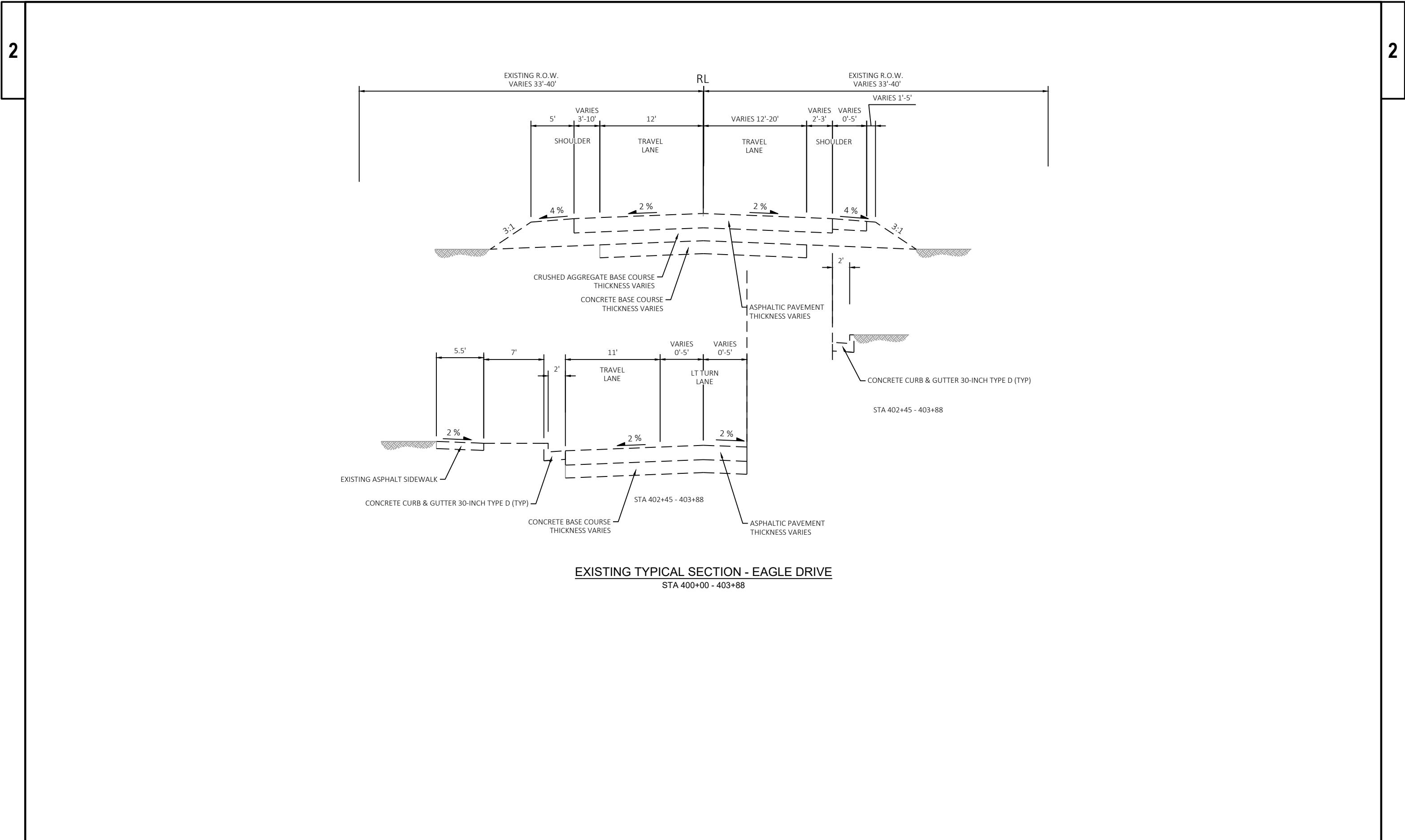
SHEET

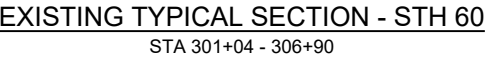
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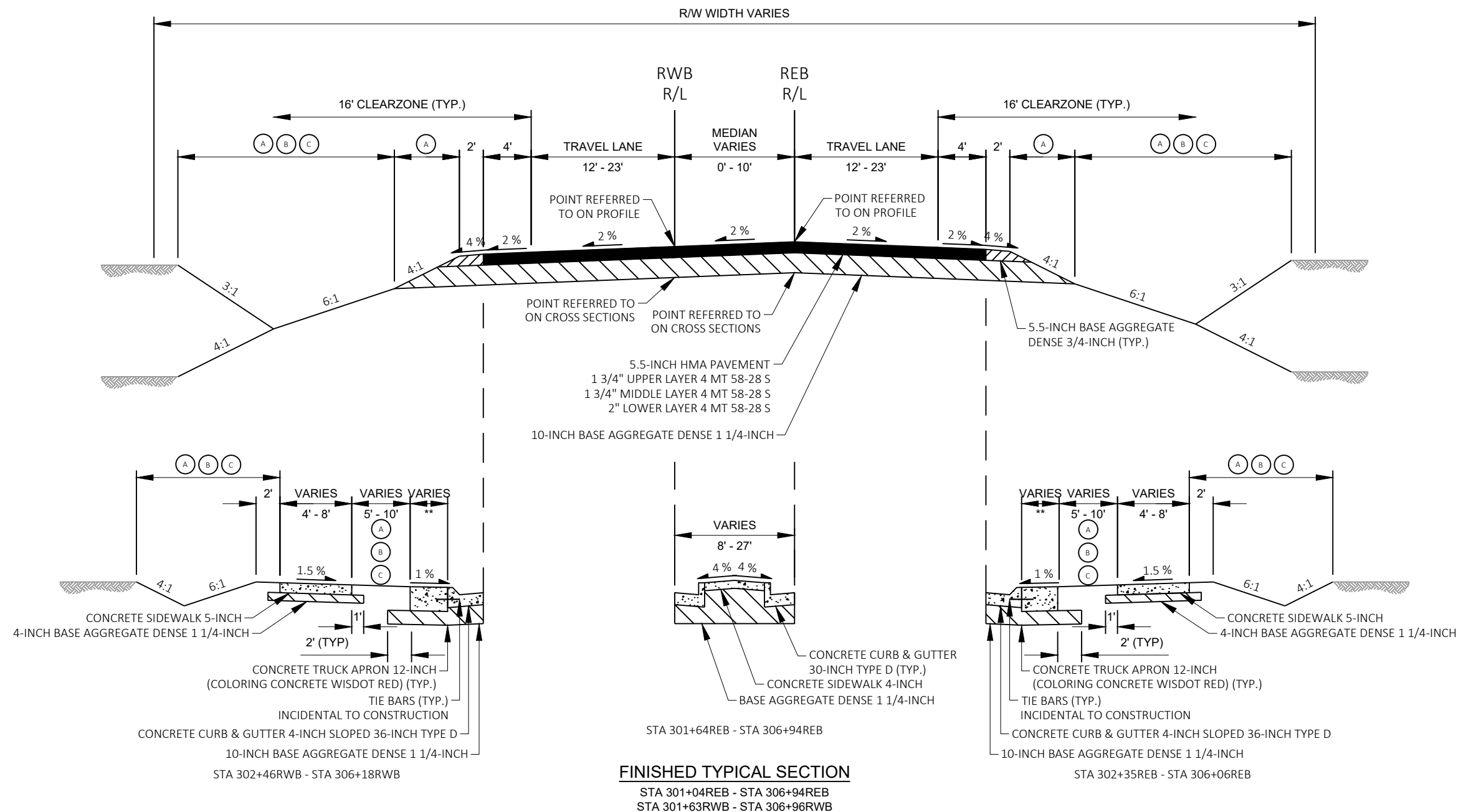
Dial 811 or (800)242-8511

www.DiggersHotline.com





PROJECT NO: 2310-13-71	HWY: EAGLE DRIVE	COUNTY: WASHINGTON	TYPICAL SECTIONS	SHEET	E
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**LEGEND**

- | | | | |
|-----|--|---|---------------------------------|
| (A) | SEED MIXTURE #20 WITH TEMPORARY SEEDING & FERTILIZER TYPE B. SEED MIXTURE #40 & FERTILIZER TYPE B FOR CENTRAL ISLAND |  | CONCRETE PAVEMENT |
| (B) | 6" TOPSOIL |  | HMA PAVEMENT |
| (C) | MULCHING OR EROSION MAT (SEE EROSION CONTROL PLANS FOR EROSION MAT TYPE) |  | BASE AGGREGATE DENSE 3/4-INCH |
| | |  | BASE AGGREGATE DENSE 1 1/4-INCH |

NOTES

** SEE PLAN DETAILS AND ALIGNMENT DETAILS FOR OVERTRACKING PAD LOCATIONS

PROJECT NO: 2310-13-71

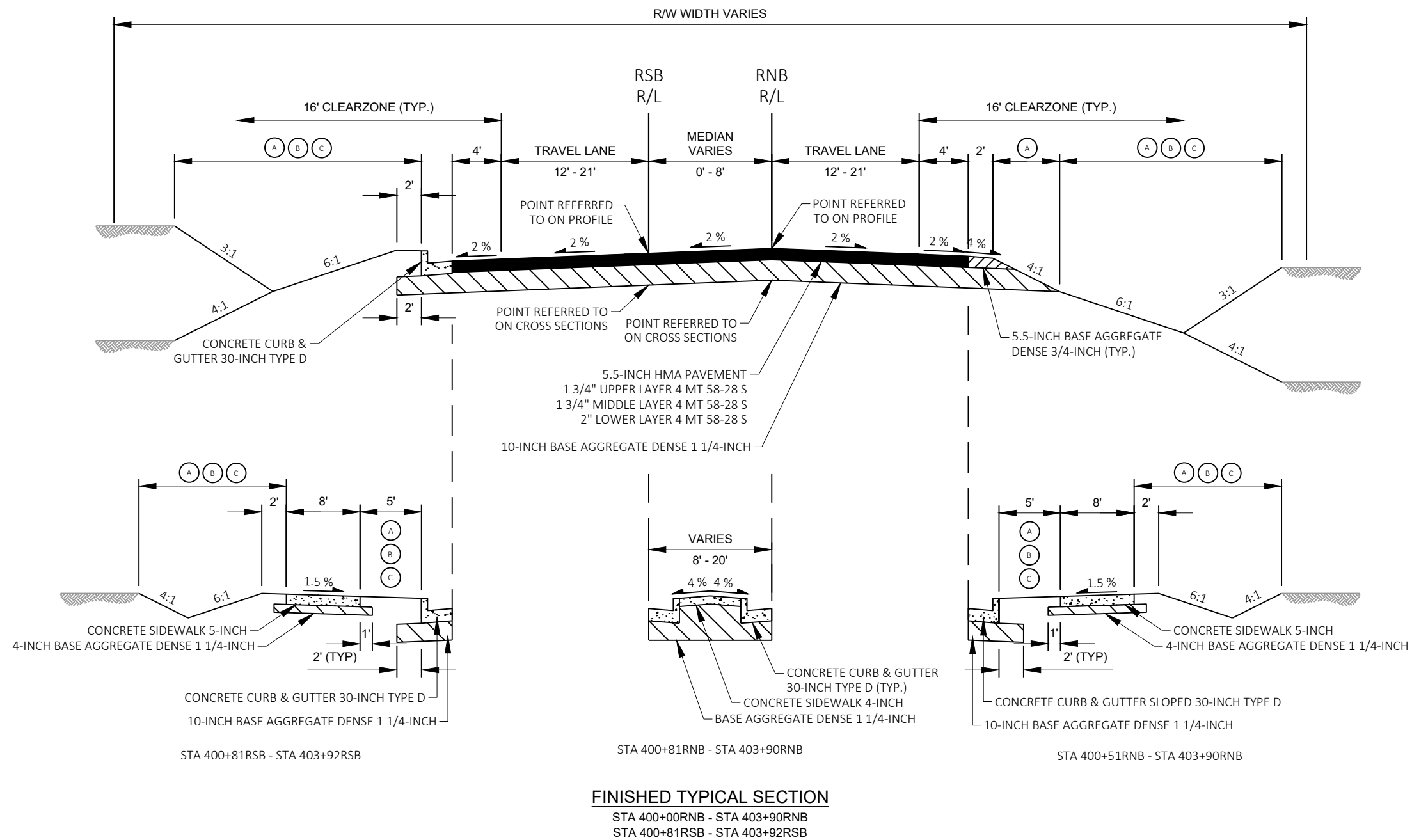
HWY: EAGLE DRIVE

COUNTY: WASHINGTON

FINISHED TYPICAL SECTIONS

SHEET

E

**LEGEND**

- | | | | |
|-----|--|---|---------------------------------|
| (A) | SEED MIXTURE #20 WITH TEMPORARY SEEDING & FERTILIZER TYPE B. SEED MIXTURE #40 & FERTILIZER TYPE B FOR CENTRAL ISLAND |  | CONCRETE PAVEMENT |
| (B) | 6" TOPSOIL |  | HMA PAVEMENT |
| (C) | MULCHING OR EROSION MAT (SEE EROSION CONTROL PLANS FOR EROSION MAT TYPE) |  | BASE AGGREGATE DENSE 3/4-INCH |
| | |  | BASE AGGREGATE DENSE 1 1/4-INCH |

PROJECT NO: 2310-13-71

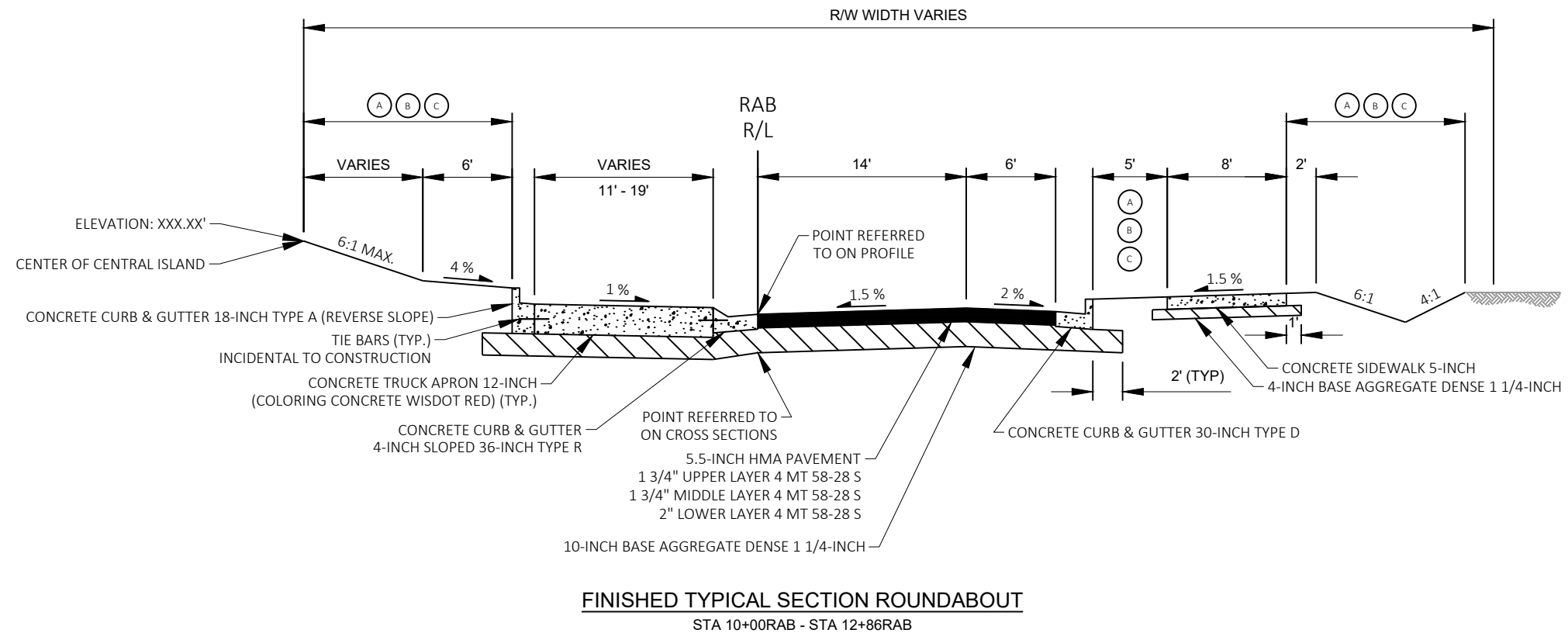
HWY: EAGLE DRIVE

COUNTY: WASHINGTON

FINISHED TYPICAL SECTIONS

SHEET

E

**LEGEND**

Ⓐ	SEED MIXTURE #20 WITH TEMPORARY SEEDING & FERTILIZER TYPE B. SEED MIXTURE #40 & FERTILIZER TYPE B FOR CENTRAL ISLAND		CONCRETE PAVEMENT
Ⓑ	6" TOPSOIL		HMA PAVEMENT
Ⓒ	MULCHING OR EROSION MAT (SEE EROSION CONTROL PLANS FOR EROSION MAT TYPE)		BASE AGGREGATE DENSE 3/4-INCH
			BASE AGGREGATE DENSE 1 1/4-INCH

PROJECT NO: 2310-13-71

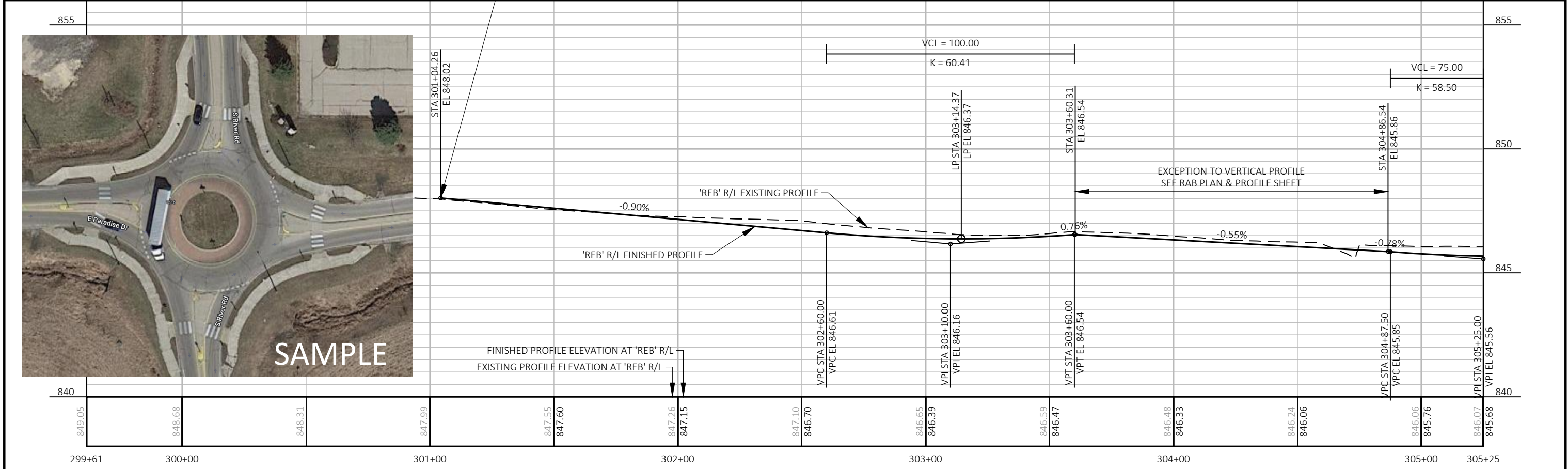
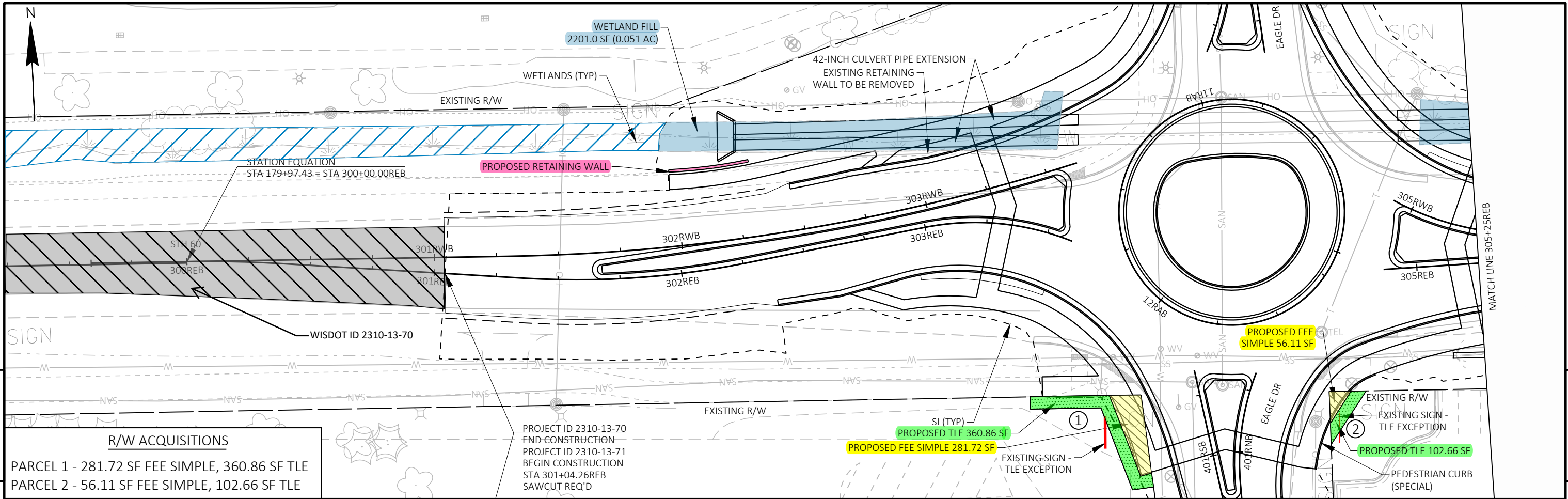
HWY: EAGLE DRIVE

COUNTY: WASHINGTON

FINISHED TYPICAL SECTIONS

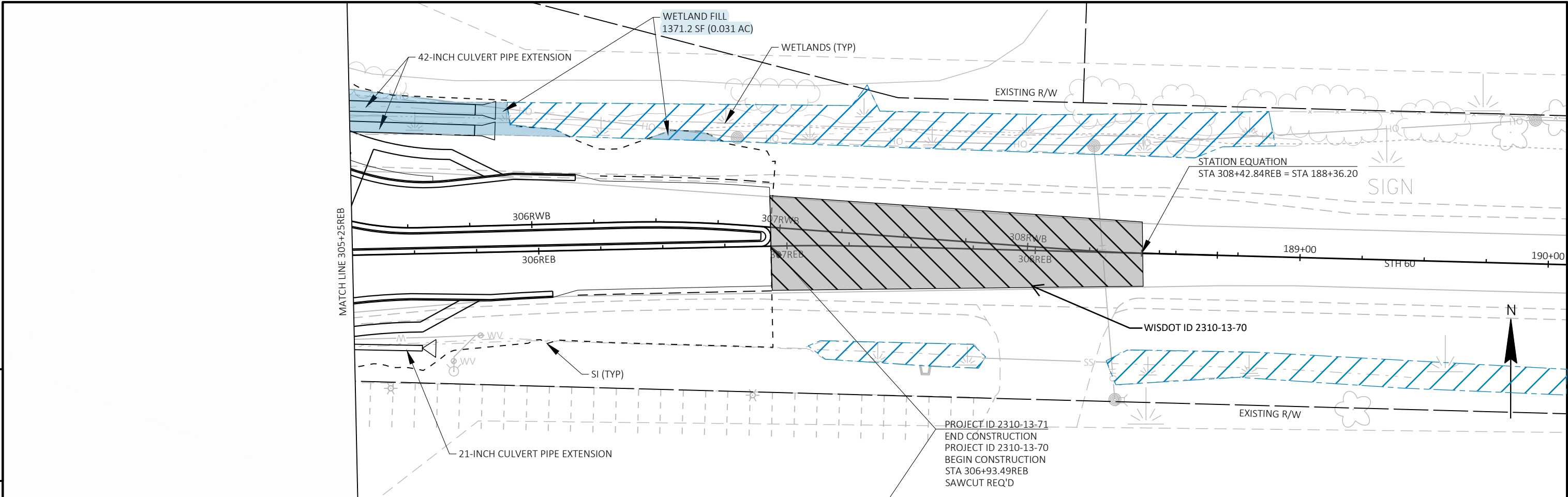
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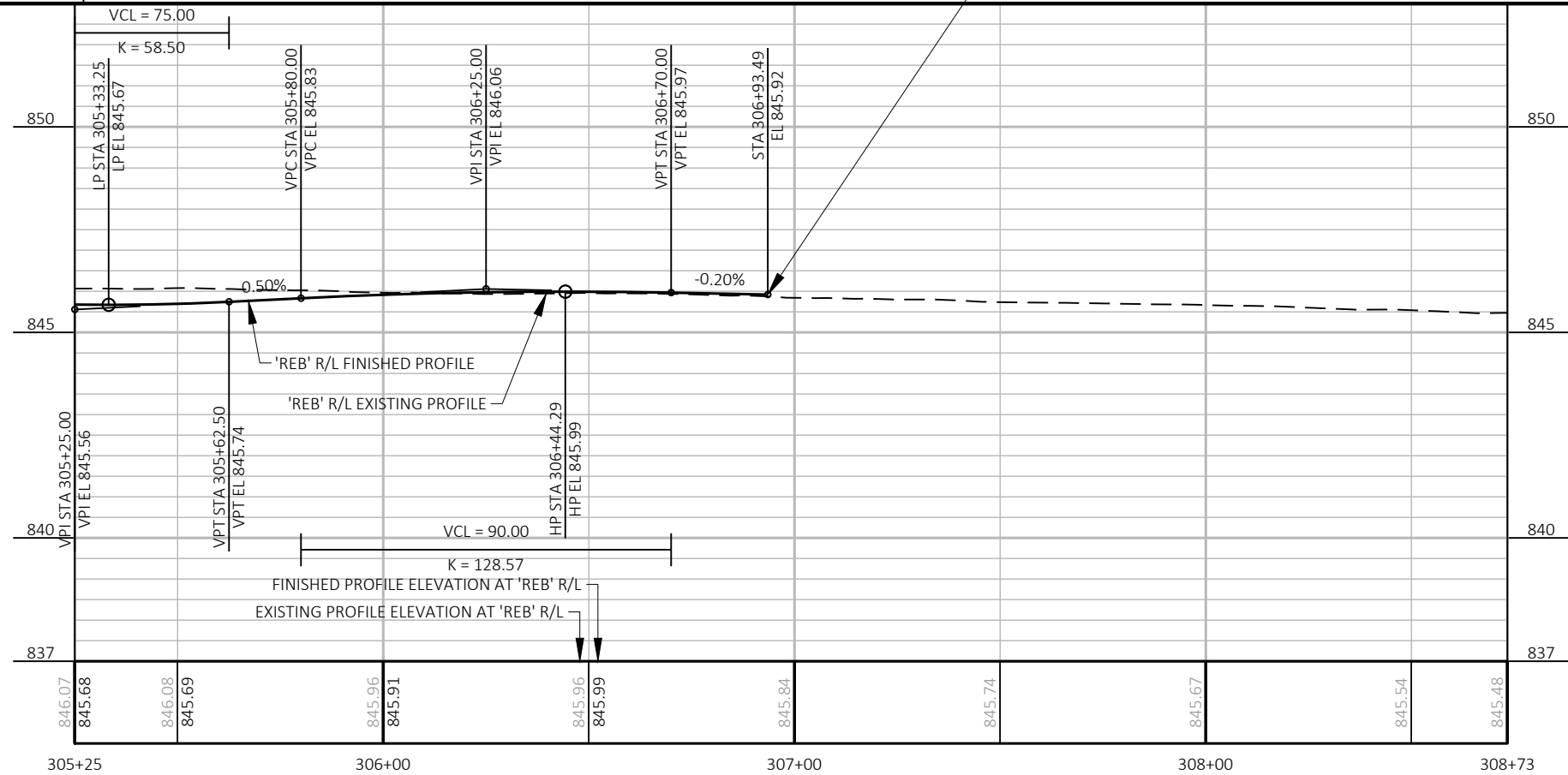


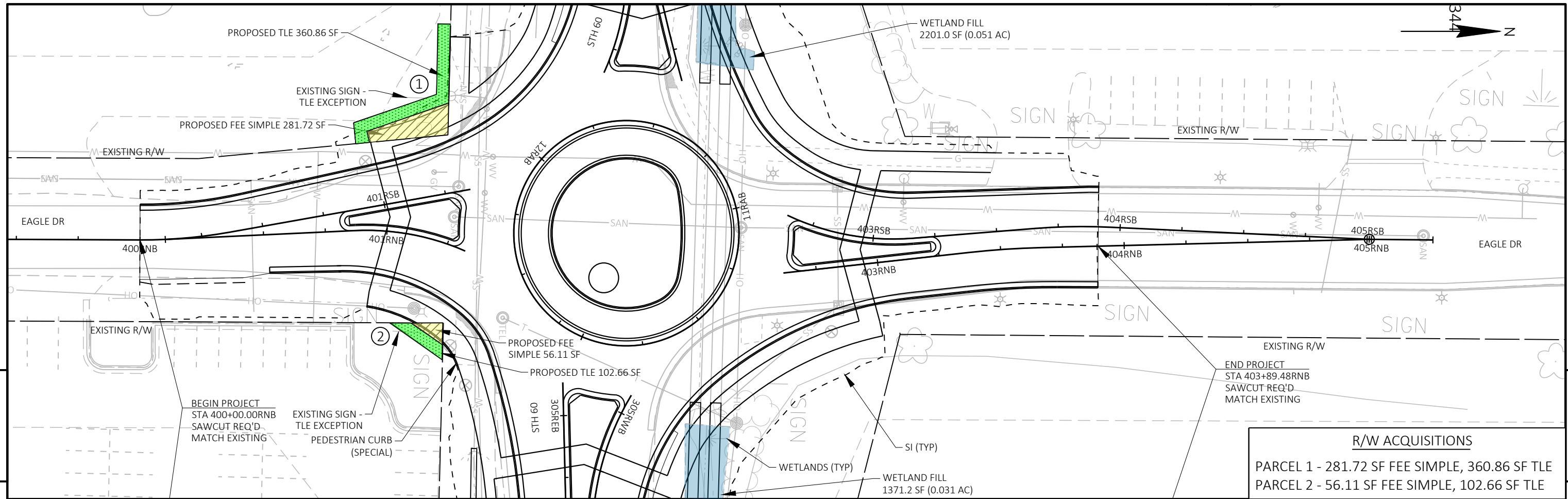
PROJECT NO:	2310-13-71	HWY:	EAGLE DRIVE	COUNTY:	WASHINGTON	PLAN AND PROFILE:	STH 60 EASTBOUND 'REB'	SHEET	E
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LIGHTING PLAN LEGEND:

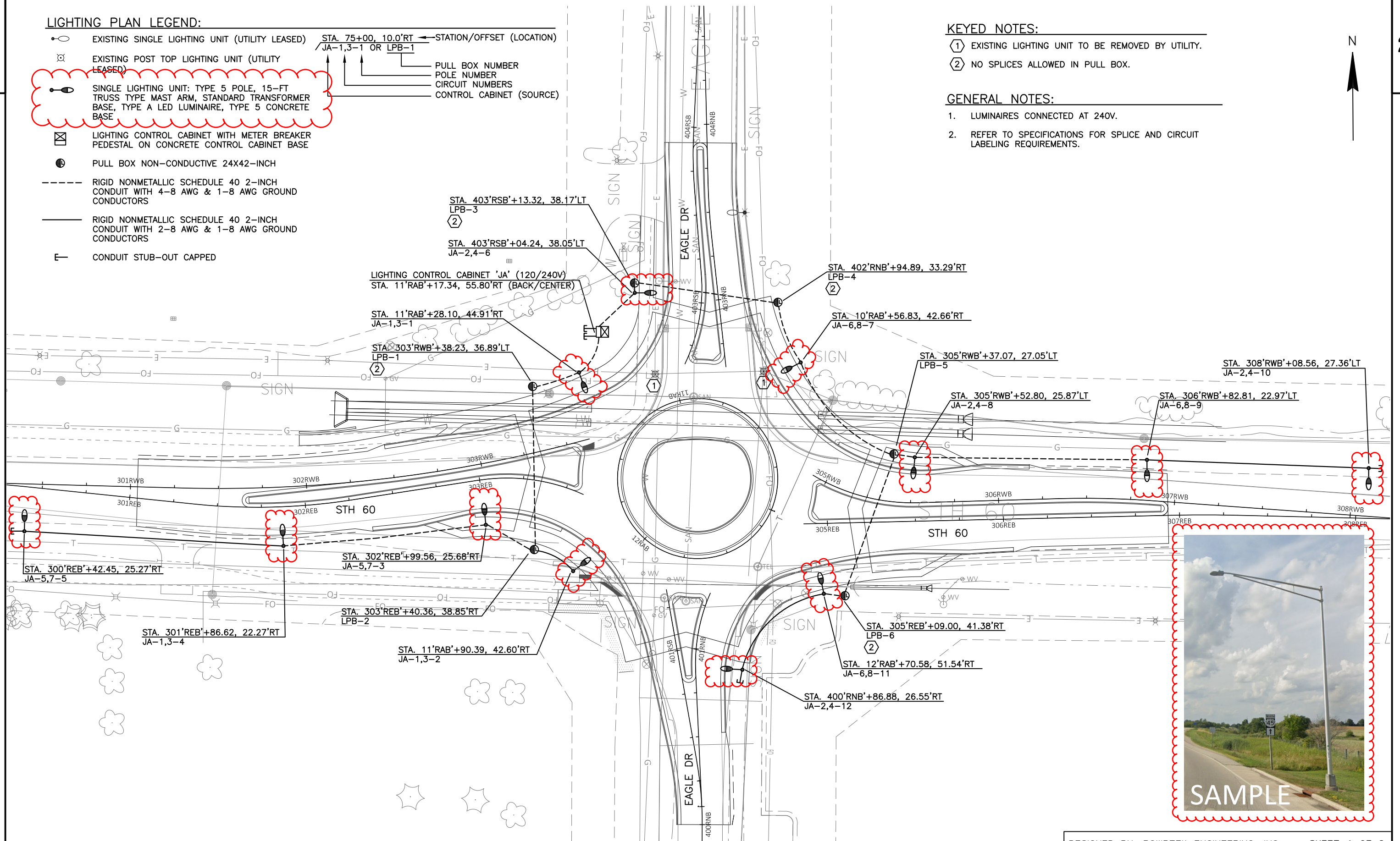
- EXISTING SINGLE LIGHTING UNIT (UTILITY LEASED)
EXISTING POST TOP LIGHTING UNIT (UTILITY LEASED)
SINGLE LIGHTING UNIT: TYPE 5 POLE, 15-FT TRUSS TYPE MAST ARM, STANDARD TRANSFORMER BASE, TYPE A LED LUMINAIRE, TYPE 5 CONCRETE BASE
LIGHTING CONTROL CABINET WITH METER BREAKER PEDESTAL ON CONCRETE CONTROL CABINET BASE
PULL BOX NON-CONDUCTIVE 24X42-INCH
RIGID NONMETALLIC SCHEDULE 40 2-INCH CONDUIT WITH 4-8 AWG & 1-8 AWG GROUND CONDUCTORS
RIGID NONMETALLIC SCHEDULE 40 2-INCH CONDUIT WITH 2-8 AWG & 1-8 AWG GROUND CONDUCTORS
CONDUIT STUB-OUT CAPPED
- STATION/OFFSET (LOCATION)
PULL BOX NUMBER
POLE NUMBER
CIRCUIT NUMBERS
CONTROL CABINET (SOURCE)
- STA. 75+00, 10.0'RT
JA-1,3-1 OR LPB-1
- STA. 403'RSB'+13.32, 38.17'LT
LPB-3
②
- STA. 403'RSB'+04.24, 38.05'LT
JA-2,4-6
- LIGHTING CONTROL CABINET 'JA' (120/240V)
STA. 11'RAB'+17.34, 55.80'RT (BACK/CENTER)
- STA. 11'RAB'+28.10, 44.91'RT
JA-1,3-1
- STA. 303'RWB'+38.23, 36.89'LT
LPB-1
②
- STA. 300'REB'+42.45, 25.27'RT
JA-5,7-5
- STA. 301'REB'+86.62, 22.27'RT
JA-1,3-4
- STA. 302'REB'+99.56, 25.68'RT
JA-5,7-3
- STA. 303'REB'+40.36, 38.85'RT
LPB-2
- STA. 11'RAB'+90.39, 42.60'RT
JA-1,3-2
- STA. 400'RSB'+13.32, 38.17'LT
LPB-3
- STA. 403'RSB'+04.24, 38.05'LT
JA-2,4-6
- STA. 402'RNB'+94.89, 33.29'RT
LPB-4
②
- STA. 10'RAB'+56.83, 42.66'RT
JA-6,8-7
- STA. 305'RWB'+37.07, 27.05'LT
LPB-5
- STA. 305'RWB'+52.80, 25.87'LT
JA-2,4-8
- STA. 306'RWB'+82.81, 22.97'LT
JA-6,8-9
- STA. 308'RWB'+08.56, 27.36'LT
JA-2,4-10
- STA. 305'REB'+09.00, 41.38'RT
LPB-6
②
- STA. 12'RAB'+70.58, 51.54'RT
JA-6,8-11
- STA. 400'RNB'+86.88, 26.55'RT
JA-2,4-12

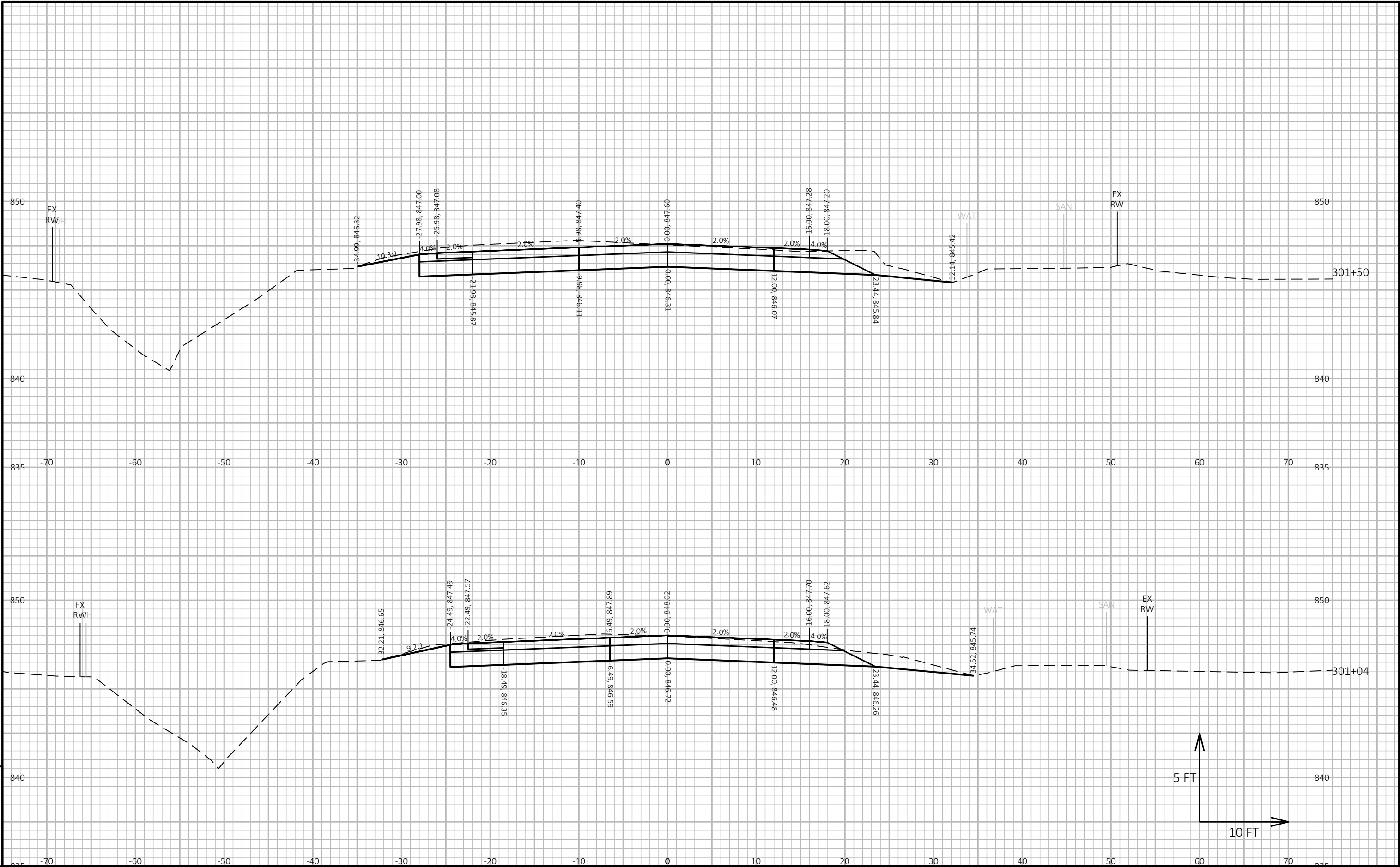
KEYED NOTES:

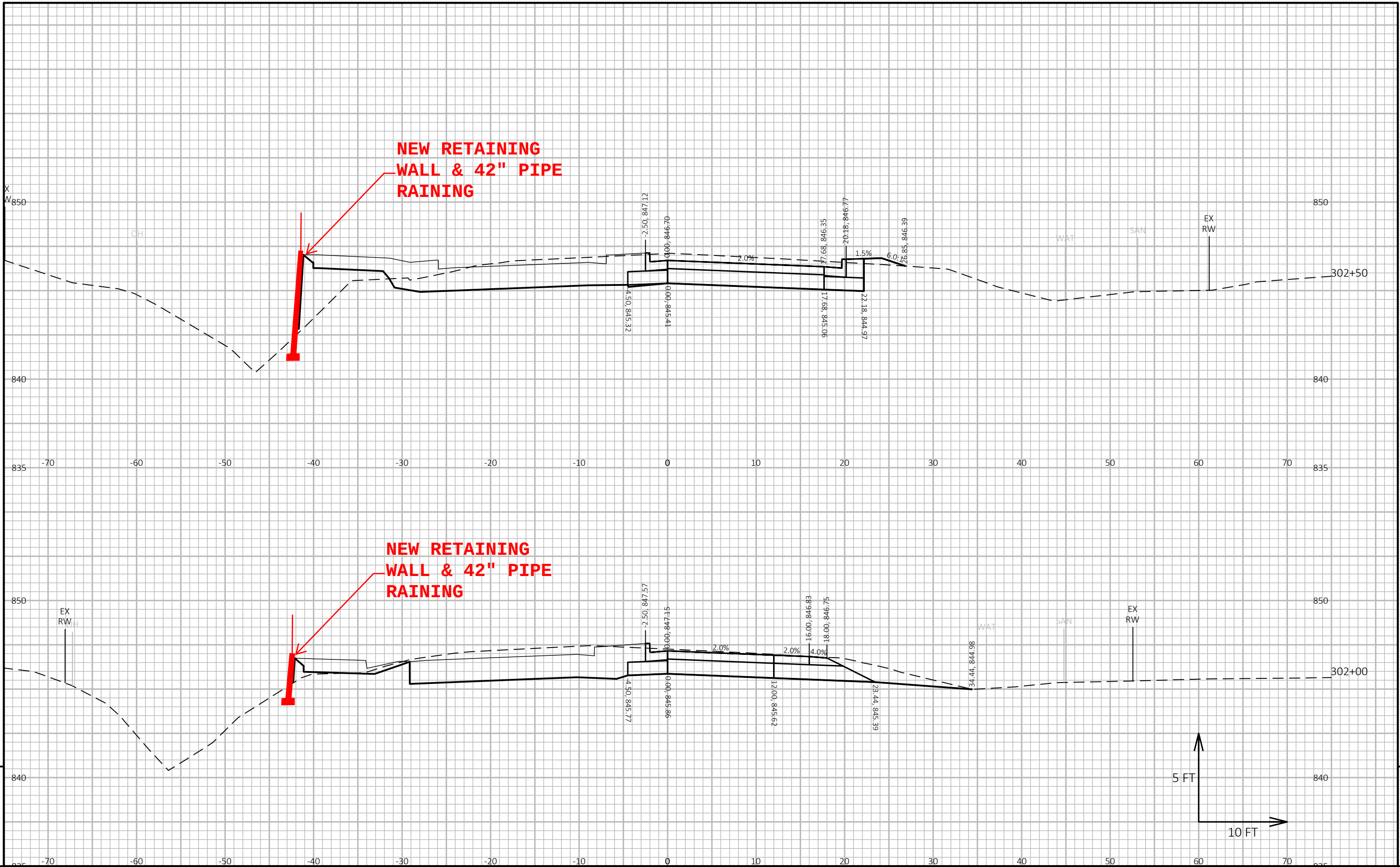
- ① EXISTING LIGHTING UNIT TO BE REMOVED BY UTILITY.
② NO SPLICES ALLOWED IN PULL BOX.

GENERAL NOTES:

1. LUMINAIRES CONNECTED AT 240V.
2. REFER TO SPECIFICATIONS FOR SPLICE AND CIRCUIT LABELING REQUIREMENTS.



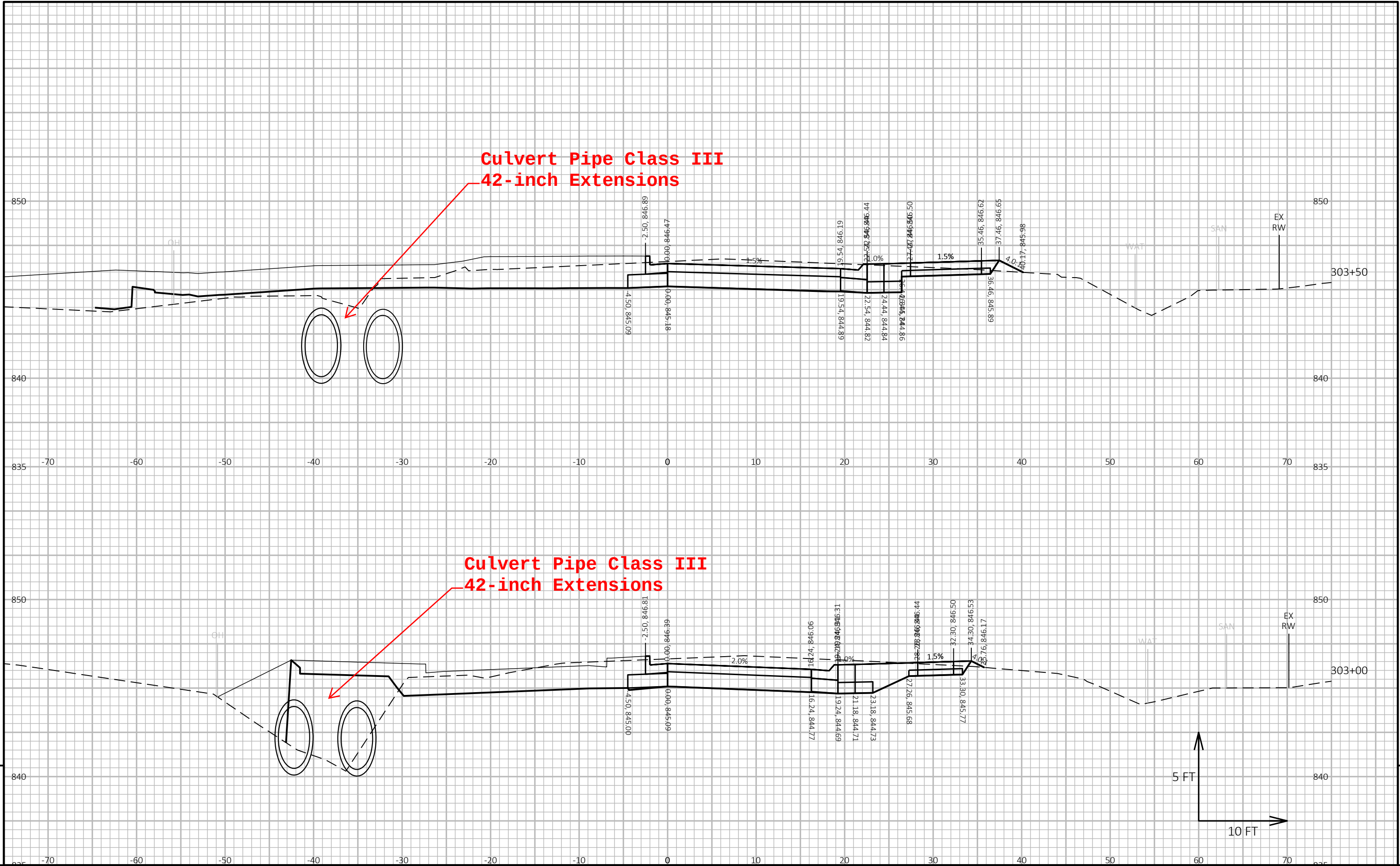


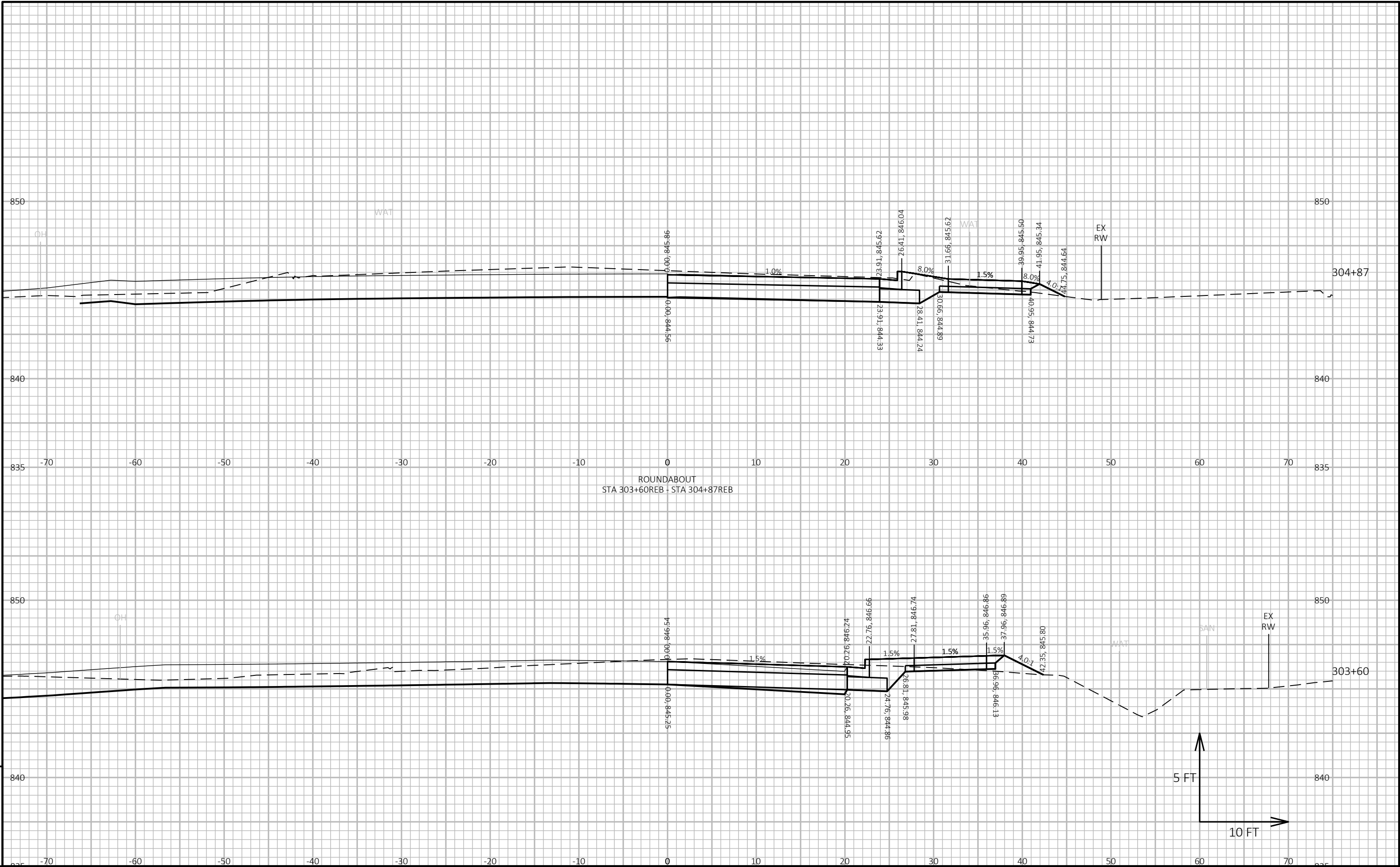


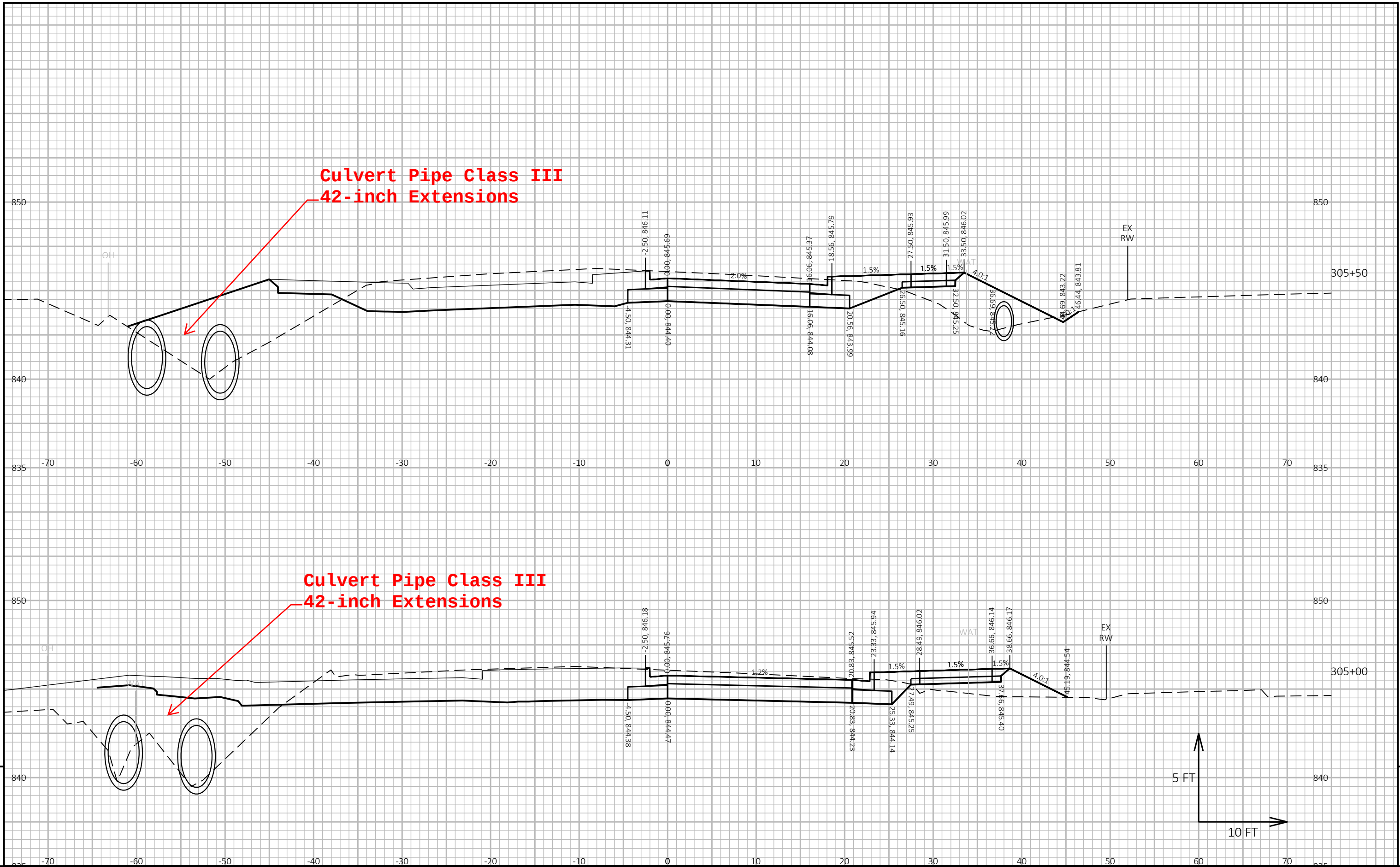
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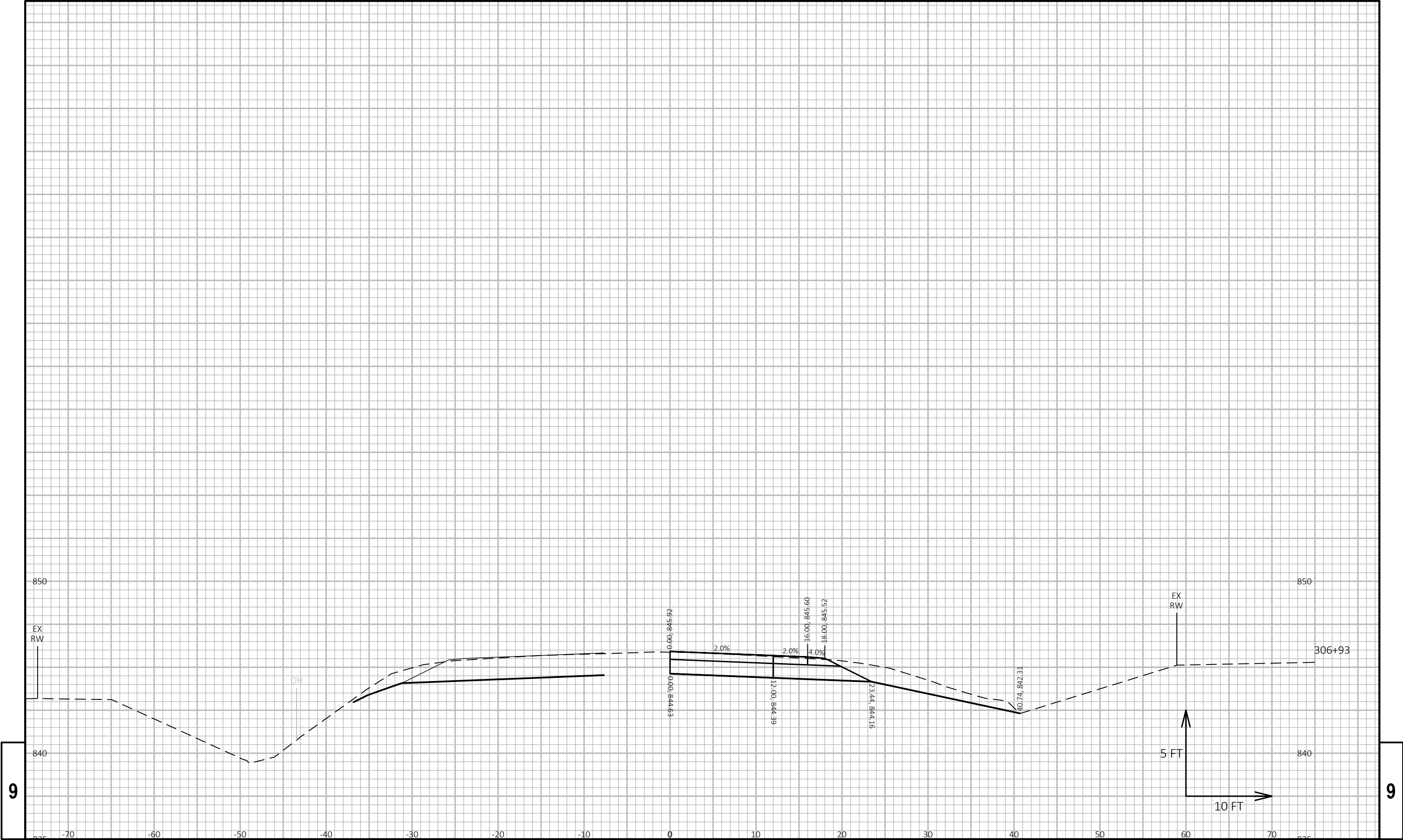
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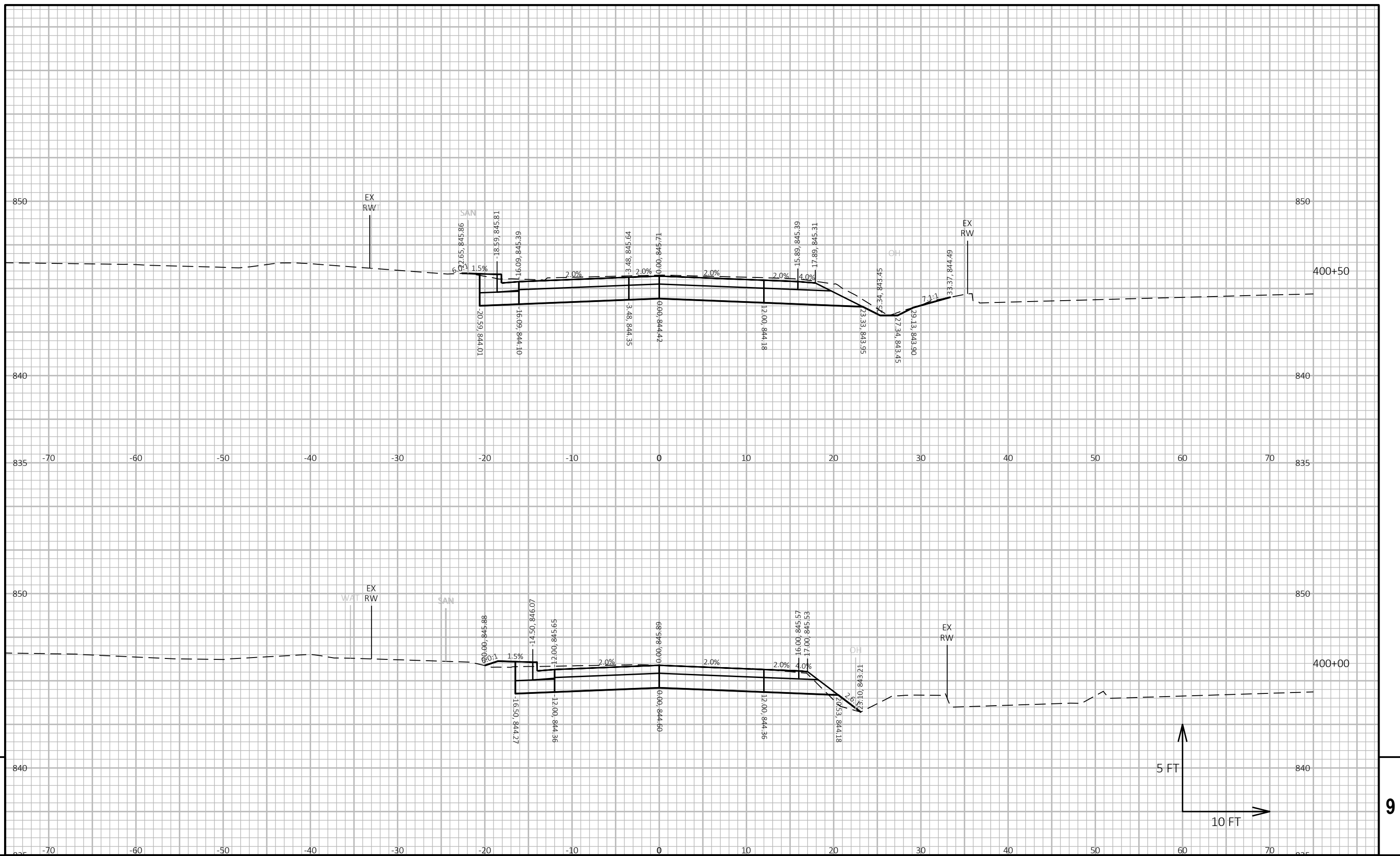
PROJECT NO: 2310-13-71	HWY: EAGLE DRIVE	COUNTY: WASHINGTON	CROSS SECTIONS: STH 60 EASTBOUND 'REB'	SHEET E
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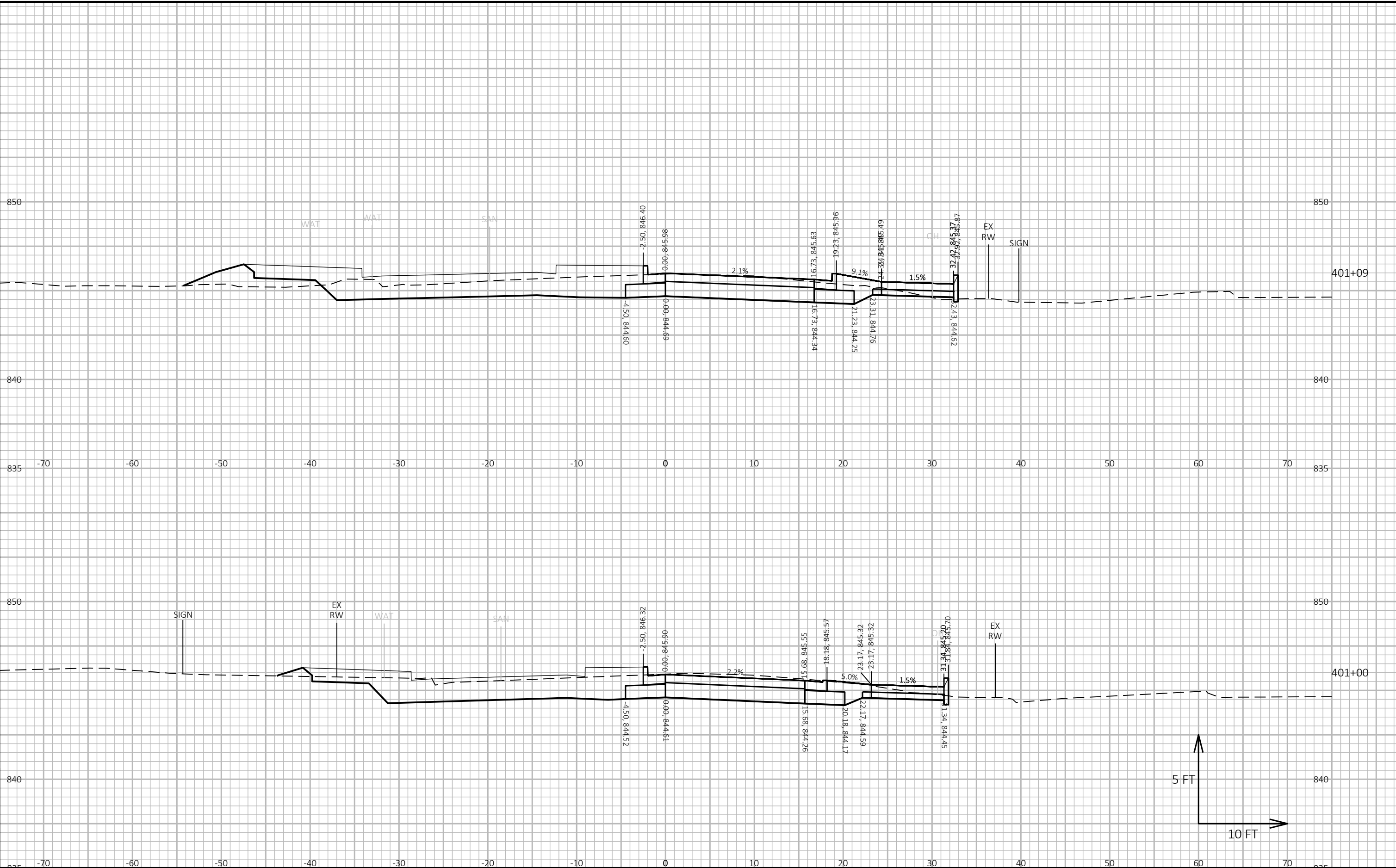




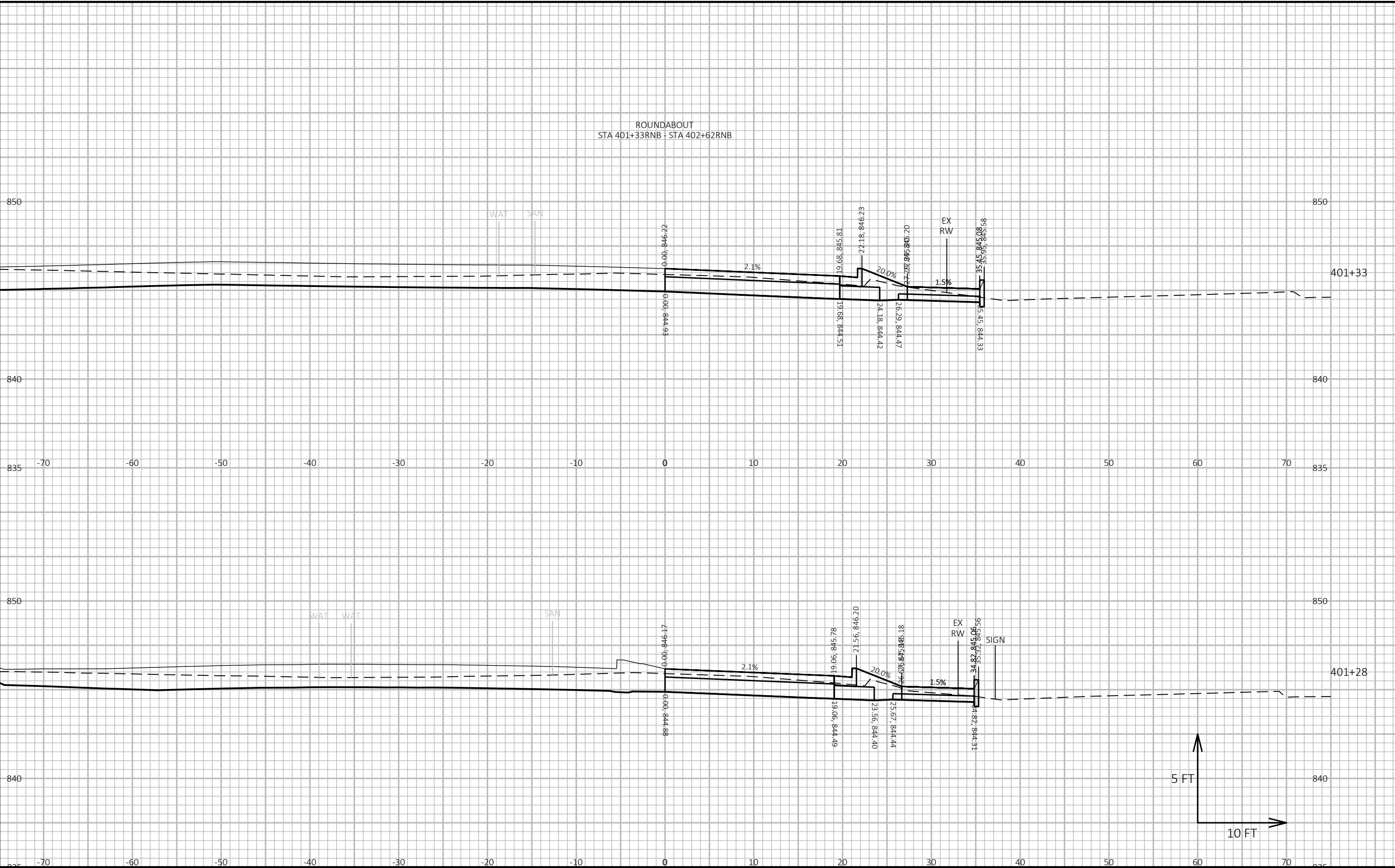


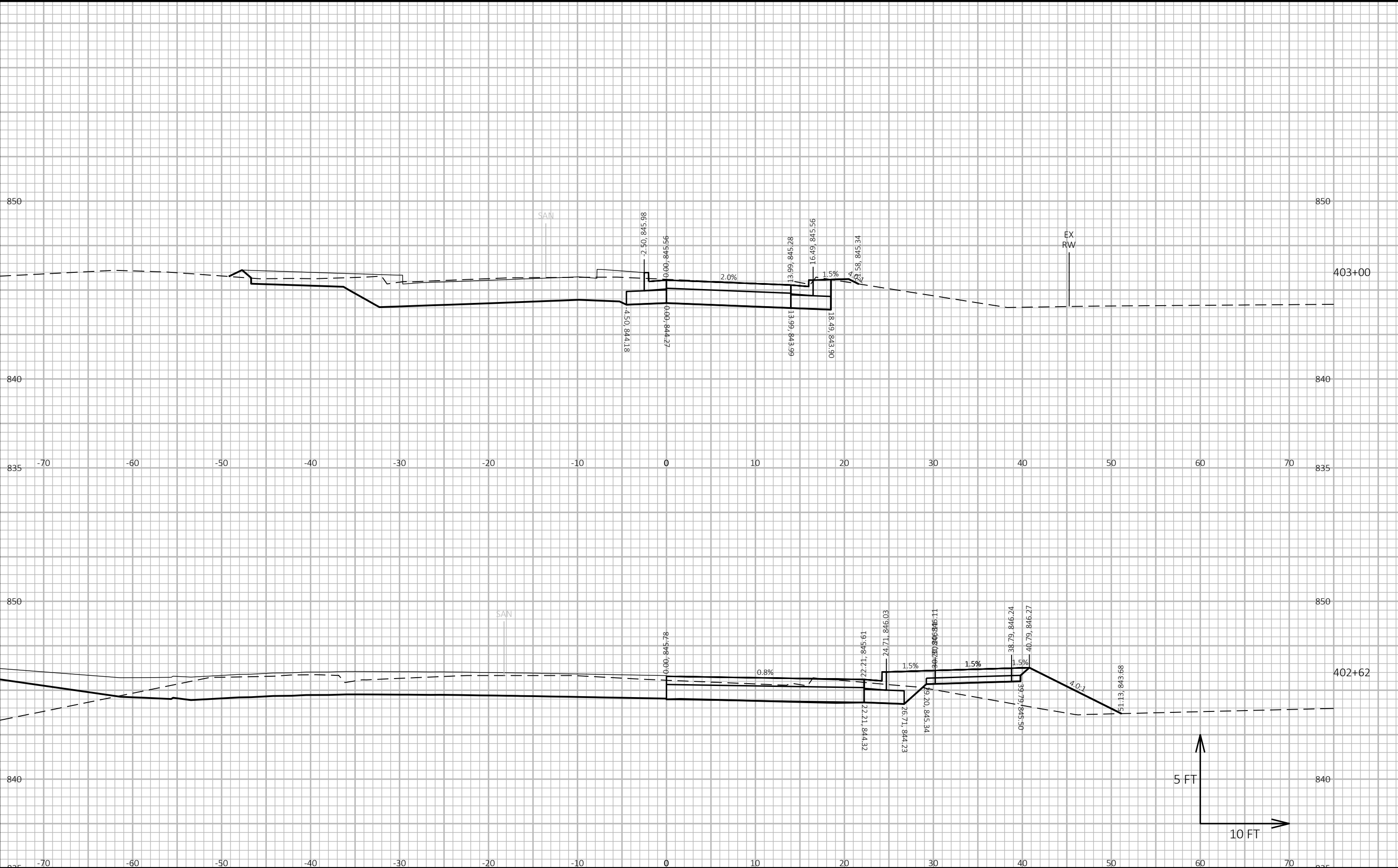


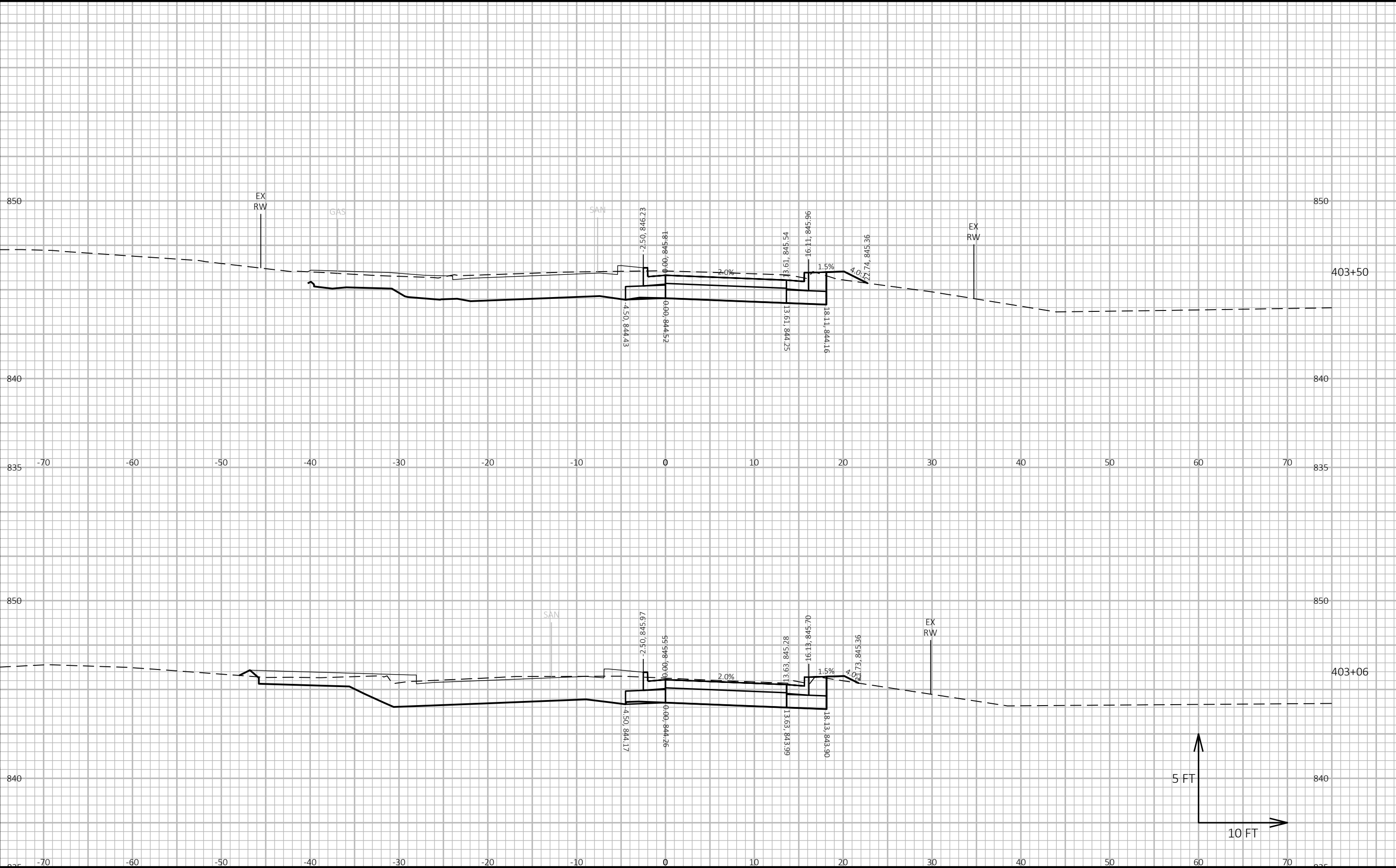


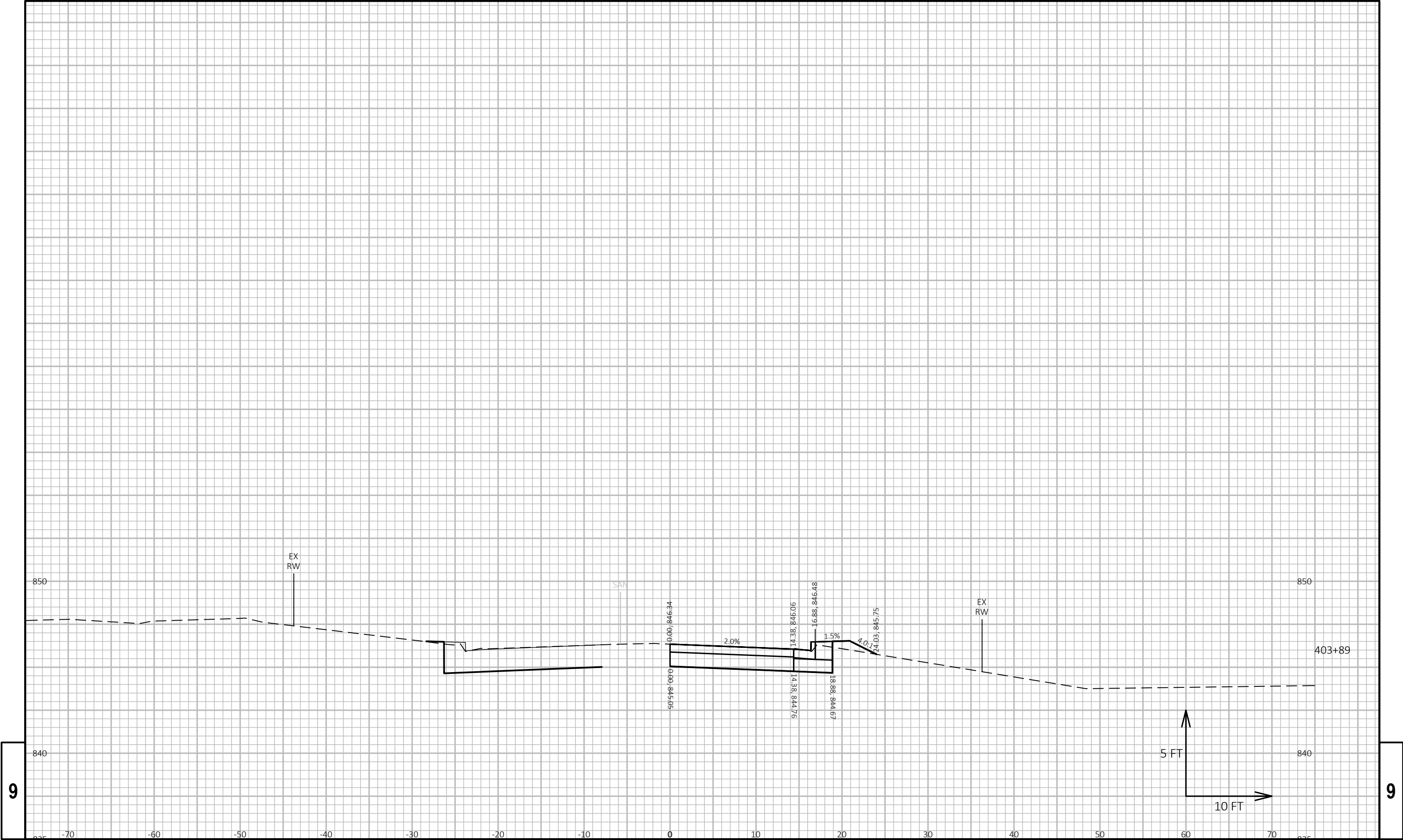


PROJECT NO: 2310-13-71	HWY: EAGLE DRIVE	COUNTY: WASHINGTON	CROSS SECTIONS: EAGLE DR NORTHBOUND 'RNB'	SHEET E
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Jackson Fire Department

Providing unwavering dedication to public safety, through Fire Protection, Emergency Medical Services and Public Education.

Village Board,

I am coming to you because I may have unintentionally placed the cart before the horse and realize now that I should involve the Village Board on the matter attached. On October 11th, the board approved items, including an organization chart. That chart had different items established for the near future. It did not take into effect the long-term plan. Initially, we postponed hiring a new firefighter/paramedic until July of this year to save money. On October 31st, a letter was drafted of my recommendations which later went to the Budget and Finance for the wage increases and hiring.

The fire study recommended that we should add a person immediately on 48 hours a week (4-12-hour days). Since then, our command staff has met over and over to try to figure out what we can do about POCs not filling the schedule. This has been going on for a decade but as time goes on and we lose our senior members, we find that the new generations only want to pick up hours when it is convenient for them. I do not blame them, nor do I want to lose them. They diversify our department and we have stated that Jackson will be a combination department for years to come. This stands true. I will be purposing to the personal committee other adjustments to the plan so that we are planning long term and not just short term. Today is just to get immediate consideration for a change to the plan for the hire that is explained below.

I am here before you to change the staffing model of hiring a daytime person who will work 48 hours (4-12 hour days) at an annual cost of \$61,595 to a shift person that will work a 48/96-hour shift (56-hour work week) at an annual cost of \$61,595. The reason for this is for several reasons. To start out, it will help with our daytime staffing and our nighttime staffing problem. We have already cut our part-time hours down as of January 1st, 2023, in anticipation of hiring someone for this shift work. This has left us scrabbling during the day, especially with having a vacant full-time spot. This vacancy has been filled and we are doing much better during the day. We still have 2 days a week during the day we are short on personnel which will improve once we hire someone. The nighttime remains a challenge and I want the board to understand the challenges and support our department by not only giving the day staff relief but the nights and weekends as well. Our command staff feels this is the best option to do for not only the department but for our community. I have given each of you our May schedule so that you can



Jackson Fire Department

Providing unwavering dedication to public safety, through Fire Protection, Emergency Medical Services and Public Education.

see the difficulty. Now, I do not want you all to get the impression that we are missing calls. I would not let this happen nor will our command staff. So many of our command staff are putting an enormous amount of time into the schedule. They should be commended! This also takes them away from activities and family time after they are done working their daytime job. I do not want to lose these members as they are the key to our success. I have taken steps to guarantee an incident commander on every night and weekend, so we are not gambling with our schedules. We need to fix the overall problem on both days and nights. If we lose our part-time, we will be hurting even more with no one to fill overtime, sick leave, FMLA, and vacation. If we hire a daytime person, their pay rate will be higher and when he/she must fill in, it will increase our overtime pay.

The above is a good and simple solution and fits into a long-term plan as we grow and our volunteering decreases. In summary, this does not change the salary of our new hire, it gives us 8 hours more on the schedule. It helps both the daytime and the nighttime, it improves care by having a paramedic on shift, It reduces the Chief from having to cover night shifts, and it relieves some of the POCs feeling forced to do more than they want to. It helps with FMLA, Overtime, Vacation, and sick time. It sets us up for flexibility in moving this hire wherever they are needed. Last, our schedule is about making sure someone is guaranteed to respond and this is our number one mission as well as our mission statement.

Aaron A. Swaney

B.S., Paramedic

Fire Chief/Service Director/Emergency Manager

Jackson Fire Department

aswaney@jacksonfdwi.gov

262-677-3811

Chief Recommendation

Reduced start pays and new hire on July 1

Chief- Per Administrator- Take Community average of \$96,493 add a 3% increase equaling \$98,885.15. Remainder of recommended next year.

Captain Huyser- Promote to Asst. Chief

Asst. Chief- Make this a salary position and start his salary at \$78,519.61. Next year he would get a \$5000 increase putting him at \$83,519.61 which gets him caught up unless inflation goes through the roof.

FF/paramedic- Promote 3 to Lieutenant/Paramedic.

Lieutenant/Paramedic- Start their salaries at \$67,000. Next year they would get a \$5000 increase putting them at \$72,000 which gets them caught up unless inflation goes through the roof.

New FF/Paramedic- Hire July 1, 2023. This saves \$43,388 off of the Villages budget alone. Make this position a 56-hour work week or we will get stuck paying a lot more overtime after 48 hours. Starting salary at \$58,662 with an increase of \$5000 once 1-year probation finished. This saves on 2024 years budget as well. This puts him/her at \$63,662 in July 2024 which get him/her caught up unless inflation goes through the roof.

Part-time- It is recommended by PAA to give a 20% increase. I agree with this.

POC- It is recommended by PAA to give a 20% increase. I agree with this. In 2024, move to a one hour minimum like recommended by PAA. This allows us some time to adjust the budget increase.

***Note-** We are trying to cut approximately \$111,000 out of the overall budget to make our limit. This helps us get closer by doing the above way. It is a great compromise for everyone (Taxpayer, Village Board, staff, and Employees). This does push off expenses to the following year however, we do not know what will be needed in 2024. If everything stays stabilized, then we do not have to worry about Paid on Premise, more part time, or a full-time person. The above does not fix all our problems as we still will have large gaps in the schedule from the POC ranks. It is my goal to try maintaining our current structure as long as possible, but we should plan to increase the wages each year so that we are not scrambling to pay for it. We need to set the department up for the future in a slow process vs rapid change.

Primary Crew

Primary Crew

Primary Crew

Primary Crew

Wed, May 10, 2023

Primary Crew

Thu, May 11, 2023 

of 3

Primary Crew

Pending Sign Ups

Primary Crew

Pending Sign Ups

5/3/2023, 12:34 PM

	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00
Paramedic	Kyle Newberg							Matt Grevenow																
EMT-IV	Rachel Fick-Luplow						Laura Goggins						Daryn Dymond											

EMT	Matt MacRae	SU	SU		Jim Huyser	DD	Holly Rubin
xtra/Trainee	Zach Hornung						
IC	John Lamm		SU	Aaron Swaney	SU	Erik Weiss	
Trainee							
Pending Sign Ups							
Trades							
Time Off							
Events							

Primary Crew

Wed, May 17, 2023

	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00					
Paramedic	Matt Grevenow																												
EMT-IV	Ryan Ganshow						Ben Beck																						
EMT	Holly Rubin						SU		Jim Huyser												SU	Don Fischer							
xtra/Trainee	Curt Minter																		SU	SU	Taylor Battisti								
IC	Erik Weiss																												
Trainee							SU	Aaron Swaney										SU			Jason Gonzalez								
Pending Sign Ups																													
Trades																													
Time Off																													
Events																													

Primary Crew

Thu, May 18, 2023																										
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Paramedic	Matt Grevenow						Gregg Rathke																			
EMT-IV	Leah Sberna						Victoria Obst																			
EMT	Taylor Battisti						SU		Jim Huyser										SU	Andrew Tinlin						
xtra/Trainee	Zach Hornung																			Sam Budnik						
IC	Jason Gonzalez						SU	Aaron Swaney								SU	Sign Up									
Trainee																										
Pending Sign Ups																										
Trades																										
Time Off																										

Events

Primary Crew

Fri, May 19, 2023

	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00		
Paramedic	Gregg Rathke 																									
EMT-IV	Victoria Obst						SU											SU		Jerome Robertson 						
EMT	Sam Budnik						SU											SU		Sign Up						
xtra/Trainee																										
IC	Sign Up						SU	Jim Huyser										SU		Mark Oestreich 						
Trainee																										

Pending Sign Ups

[illegible]

Primary Crew

Sat, May 20, 2023

	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00
Paramedic	Gregg Rathke 						Daryn Dymond																	
EMT-IV	Jerome Robertson  																							
EMT	Victoria Obst						Sign Up						Sign Up						Matt MacRae 					
xtra/Trainee																								
IC	Mark Oestreich  																							
Trainee																								

Pending Sign Ups

Trades	Jerome Robertson for Don Fischer
Time Off	Newberg, Kyle - Comp Time
Events	

 **Print**

Primary Crew

Sun, May 21, 2023 																															
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Paramedic	Victoria Obst																		Bethany Price												
EMT-IV	◀ Jerome Robertson 																		Sign Up												
EMT	◀ Matt MacRae																		Sign Up							SU	Taylor Battisti				
xtra/Trainee																															
IC	◀ Mark Oestreich 																		John Lamm 												
Trainee																															
Pending Sign Ups																															
Trades	Jerome Robertson for Don Fischer																														
Time Off	Newberg, Kyle - Vacation Time																														
Events																															

Primary Crew

Mon, May 22, 2023 																											
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Paramedic	Bethany Price						Matt Grevenow 																				
EMT-IV	Leah Sbema						Bethany Price													Brian Heckendorf							
EMT	Matt MacRae				SU		Victoria Obst													Taylor Battisti							
xtra/Trainee																											
IC	John Lamm 						Sign Up					Sign Up								Erik Weiss 							
Trainee																											
Pending Sign Ups																											
Trades																											
Time Off	Newberg, Kyle - Vacation Time																										
Events														Huyser, Jim - Vacation Time													
																				EMS Training—18:30 - 21:30							

Primary Crew

Tue, May 23, 2023 																								
	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00
Paramedic	Matt Grevenow 																							

EMT-IV	Sign Up				Laura Goggins												Sign Up			
EMT	Matt MacRae		SU	SU							SU	Sam Budnik								
xtra/Trainee	Zach Hornung																			
IC	Erik Weiss		SU	Aaron Swaney						SU	Jason Gonzalez									
Trainee																				
Pending Sign Ups																				
Trades																				
Time Off																				
Events																				
Huyser, Jim - Vacation Time																				

Primary Crew

Wed, May 24, 2023																											
	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00			
Paramedic	Matt Grevenow				Gregg Rathke																						
EMT-IV	Sign Up						Ben Beck										Don Fischer										
EMT	Sam Budnik				SU												SU		Holly Rubin								
xtra/Trainee	Curt Minter																										
IC	Jason Gonzalez				SU		Aaron Swaney										SU		Sign Up								
Trainee																											
Pending Sign Ups																											
Trades																											
Time Off	Huyser, Jim - Vacation Time																										
Events																											

Primary Crew

Thu, May 25, 2023																									
	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	
Paramedic	Gregg Rathke																								
EMT-IV	Sign Up						Victoria Obst										Andrew Tinlin								
EMT	Holly Rubin						SU								SU	Jerome Robertson									
xtra/Trainee	Zach Hornung																								
IC	Sign Up						SU	Aaron Swaney							SU	Mark Oestreich									
Trainee																									
Pending Sign Ups																									
Trades																									

Primary Crew

Pending Sign Ups

Primary Crew

Pending Sign Ups

5/3/2023, 12:38 PM

Week of May 28, 2023 – Jun 3, 2023 - Jackson Fire Department

Primary Crew

Sun, May 28, 2023																									
	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	
Paramedic	◀ Matt Grevenow																								
EMT-IV	◀ Don Fischer																		Lisa Seeger						
EMT	Sign Up						Sign Up						Sign Up						Sign Up						
xtra/Trainee																									
IC	◀ Jeff Froemming																								
Trainee																			Erik Weiss						
Pending Sign Ups																									
Trades	Don Fischer for Jerome Robertson																								
Time Off	◀ Newberg, Kyle - Vacation Time																								
Events																									

Primary Crew

Mon, May 29, 2023																								
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Paramedic	Matt Grevenow																							
EMT-IV	Sign Up						Ben Beck												Daryn Dymond					
EMT	Sign Up						Jerome Robertson												Sign Up					
xtra/Trainee																								
IC	Erik Weiss						Sign Up						Sign Up						Jason Gonzalez					
Trainee																								
Pending Sign Ups																								
Trades																								
Time Off																								
Events	NO TRAINING - HAPPY MEMORIAL DAY—00:00 - 00:00																							

Primary Crew

Tue, May 30, 2023																									
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Paramedic	Matt Grevenow												Gregg Rathke												
EMT-IV	Sign Up						Victoria Obst						Rachel Fick-Luplow												

[illegible]

Wed, May 31, 2023

[illegible]

Thu, Jun 1, 2023

[illegible]

Events																								
Primary Crew																								
Fri, Jun 2, 2023																								
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Paramedic	Kyle Newberg																							
EMT-IV	Sign Up						Bethany Price												Andrew Tinlin					
EMT	Sign Up						SU									SU			Holly Rubin					
xtra/Trainee																								
IC	Jeff Froemming						SU		Jim Huyser									SU	Erik Weiss					
Trainee																								
Pending Sign Ups																								
Trades																								
Time Off																								
Events																								
								Swaney, Aaron - Vacation Time																

Primary Crew

Sat, Jun 3, 2023

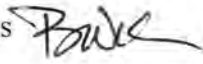
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Paramedic	Kyle Newberg R Matt Grevenow ▶ R																							
EMT-IV	Andrew Tinlin ▶ R																							
EMT	Holly Rubin						Sign Up						Sign Up						Sign Up					
xtra/Trainee																								
IC	Erik Weiss ▶																							
Trainee																								
Pending Sign Ups																								
Trades																								
Time Off																								
Events																								

**Appendix B
Proposed Organizational Chart**



Memo

To: Jen Keller, Village Administrator

From: Brian W. Kober, P. E., Director of Public Works 

Subject: Morning Meadows Phase 2 Subdivision
Letter of Credit Reduction

Date: April 17, 2023

CC: Home Path Financial

The Village of Jackson has reviewed the letter of reduction as submitted by Home Path Financial dating March 6, 2023, for Morning Meadows Phase 2 Subdivision. The reduction amount compares to the items that were installed and constructed associated with Phase 2 of the subdivision. Recommend approval of the amount of \$140,057.98 which brings the Total Remaining Balance to zero.

Per the Development Agreement, the Developer is responsible for the costs of streetlights. The Village is working on the layout which will determine cost of the installation. Once layout is completed the cost will be forward to Home Path Financial prior to installation.

If you have any questions, please let me know.

Brian W. Kober, P.E.



March 6, 2023

Dear Village of Jackson,

In accordance with the developer's agreement for Morning Meadows Phase II executed 09/15/2020, Home Path Financial LP requests a reduction of the surety for Morning Meadows Phase II to \$0. This would represent a reduction of the remaining \$140,057.98 with the completion of the Roadway Construction.

Public Improvement Costs	Original Bond Amount	9/6/2021 Bond Amount	Reduction Requests
Sanitary Sewer	\$271,653.26	\$0.00	\$0.00
Water Main	\$214,524.10	\$0.00	\$0.00
Storm Sewer	\$47,211.16	\$0.00	\$0.00
Roadway Construction	\$140,057.98	\$140,057.98	\$140,057.98
Total Requested Reduction			\$140,057.98
Total Remaining Bond			\$0.00

Best Regards,

Home Path Financial LP

H. Landscaping

Developer shall comply with the landscaping plan, which is to be submitted to and approved by the Village.

I. Completion Date

All public improvements on the site for which a completion date is not otherwise specified, other than the final lift of asphalt paving, shall be completed prior to the issuance of building permits, other than for the model homes referred to in Section IV.D.3., per the Village of Jackson Municipal Code.

J. Installation of Improvements

Following the completion date set forth in the preceding paragraph, the Village may replace, repair, or construct, or arrange for the replacement, repair, or construction, of any public improvements not installed by Developer, in accordance with this Agreement and the Village's standard specifications. Prior to proceeding with such replacement, repair, or construction, the Village shall give Developer notice of any deficiency in Developer's performance and allow not less than 30 days for Developer to correct such deficiency. Developer shall reimburse the Village for its costs in connection with such replacement, repair, or construction.

K. Signs

Developer may apply for and place its temporary promotional signs on Developer's property, if approved by the Village, until the model homes are sold.

L. Streetlamps

Developer agrees to pay the cost of the installation of the streetlamps and the restoration required due to the installation of underground wiring per the Village developed plan. The Village of Jackson will select and design the type and location of the streetlamps used for the Subdivision. The Village of Jackson will hire a contractor for the installation. The streetlamps will be owned and maintained by the Village of Jackson.

SECTION II. APPROVAL AND TRANSFER OF IMPROVEMENTS

A. Inspection

All utility construction shall be inspected and tested by the Village Engineer or a consultant retained by him to assure that it complies with all construction and improvement requirements of the Village. Before any sureties are released to Developer, the Village Engineer shall report the satisfactory completion and recommend acceptance of all improvements to the Board of Public Works and Village Board. The Village Engineer shall review any written requests from Developer and respond in writing within 30 days of receiving said letter indicating acceptance or reasons for denial of acceptance of said improvements. Developer shall pay the actual cost of

RESOLUTION # 23-10

RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY \$5,540,000 WATER AND SEWER SYSTEM REVENUE BONDS, SERIES 2023B

WHEREAS the Village of Jackson, Washington County, Wisconsin (the "Village") is presently in need of approximately \$5,540,000 for the public purpose of paying the cost of extensions, additions and improvements to the Village's Water and Sewer System (the "Project"); and

WHEREAS it is desirable to borrow said funds through the issuance of Water and Sewer System Revenue Bonds pursuant to Section 66.0621, Wisconsin Statutes.

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

Section 1. Issuance of the Bonds. The Village shall issue its Water and Sewer System Revenue Bonds, Series 2023B in the approximate amount of \$5,540,000 (the "Bonds") for the purpose above specified.

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

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

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

Section 5. Reimbursement. The Village Board hereby officially declares its intent pursuant to Treasury Regulation Section 1.150-2 to reimburse any expenditures made in connection with the Project prior to the issuance of the Bonds with the proceeds of the Bonds in an amount not to exceed \$5,540,000.

Adopted, approved and recorded May 9, 2023.

Brian J. Heckendorf - Village President

Attest: _____
Jilline S. Dobratz - Village Clerk

(SEAL)

Memo

To: Jen Keller, Village Administrator

From: Brian W. Kober, P. E., Director of Public Works

Subject: STH 60 (Main St) – Streetlighting Replacement Project
Review of Bids

Date: April 21, 2023

CC: Village Board; Board of Public Works

Per the scheduled reconstruction of STH 60 (Main Street) by WisDOT in 2024, and the Jackson Sewer and Water Utilities taking the opportunity to replace underground utility prior to the road reconstruction, the next item for the Village is to address the failing streetlights along STH 60. The current poles are owned and operated by We-Energies, and We-Energies has stated they will not replace any of the streetlights before the WisDOT reconstruction project. The opportunity is here for the Village to install their own lights and have the We-Energies lights removed.

KL Engineering has been hired to help in the design and selection of the new streetlights. Currently, there are 68 poles with 33 flags, and 35 banners. The plan is to reduce the number of poles to 36, which will create a cost savings for the Village. The Village pays for the streetlights (poles rental charge and electric) for a monthly cost (in 2020) of \$18.03 per pole. The 68 poles cost the Village \$1,226.04 per month or \$14,712.48 a year.

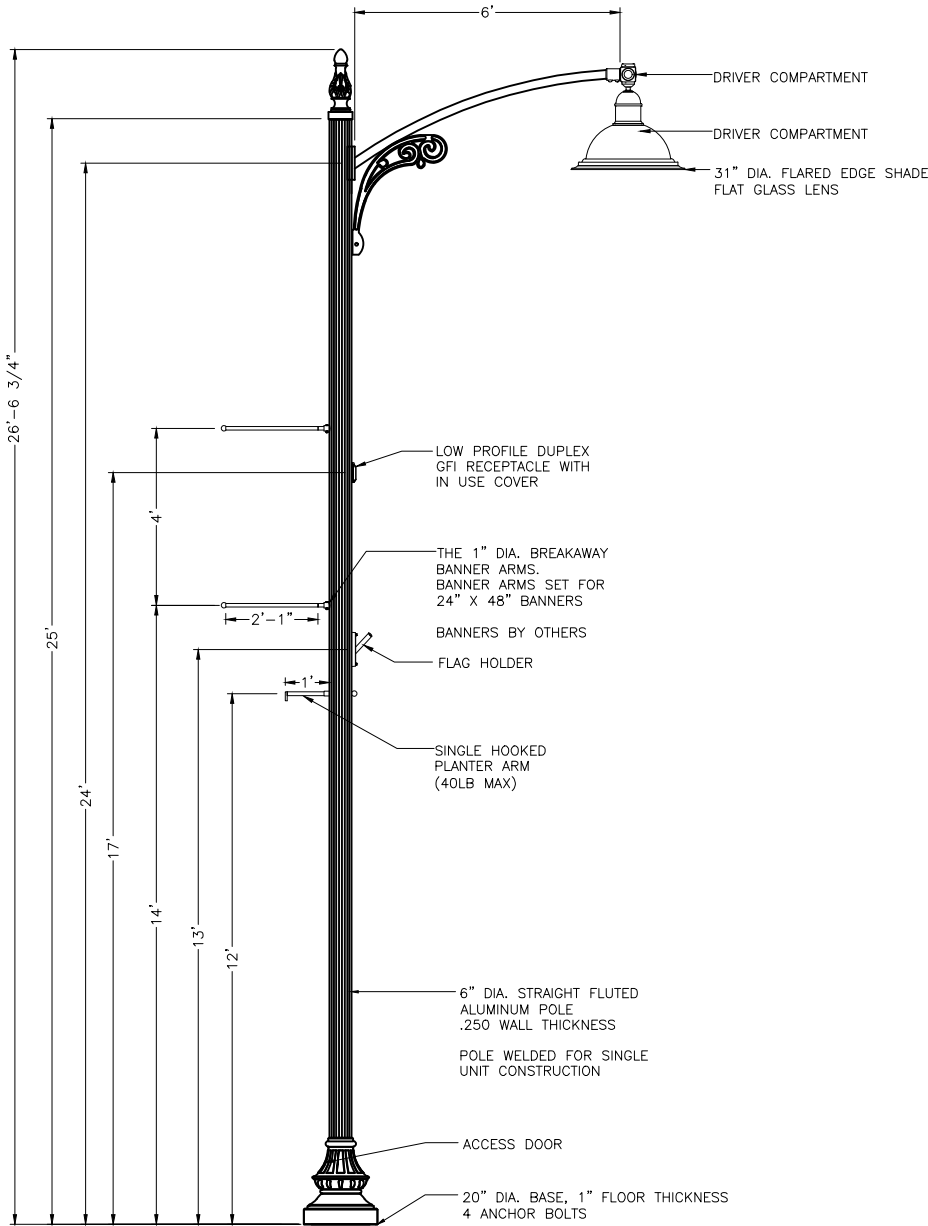
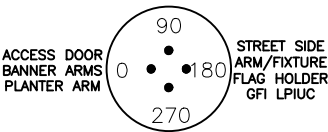
We have selected the pole and fixture assemblies from Mlazger Associates (see attached). The assembly will include a flag holder, and an area for a 2 ft x 4 ft banner. The pole has an outlet for lighted Christmas Decorations.

There were three (3) bidders with WIL-Surge Electric, Inc. being the low bidder at \$378,175.82. The project is being funded by the Capital Improvement fund.

If you have any questions, please let me know.

Brian W. Kober, P.E.

CONCEPT



REV	REVISIONS	DATE	RVS	MAIN ST	MR
A	ORIGINAL	2/8/23		VILLAGE OF JACKSON, WI	SCALE
				1A-1531LED-F-40L40T5-MDL016-FG-HSHN/DAG6/5225FP6-.250-RDBP-GFI LPIUC-FH-BDBA6-26-SHPA/BKT	
				SternbergLighting	DRAWING NUMBER
				ESTABLISHED 1923 / EMPLOYEE	CONCEPT2
				POLE HEIGHTS HAVE A TOLERANCE OF + OR - 2"	



April 20, 2026

Village of Jackson
W194 N16660 Eagle Drive
Jackson, WI 53037

Attention: Brian Kober
Director of Public Works

Subject: STH 60 – Street Lighting
Industrial Drive – Ridgeway Drive
Project No. VOJ 23-02
Bid Review

Dear Mr. Kober:

We have evaluated the bids received on April 20th, 2023 for the STH 60 Street Lighting.

Three bids were received and are summarized below:

<u>Contractor</u>	<u>Bid Total</u>
WIL-Surge Electric, Inc.	\$378,175.82
Pro Electric, Inc.	\$551,097.41
Circle Electric, Inc.	\$609,324.00

Our evaluation of the submitted prequalification statement, bid form, and bid bond for WIL-Surge Electric, 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 STH 60 Street Lighting project to WIL-Surge Electric, Inc.

Sincerely,

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

Enclosures:
Bid Tabulation
Contractor Bid Form

STH 60 - Street Lighting (#8412888)
Owner: Village of Jackson
Solicitor: Gremmer & Associates
04/20/2023 02:00 PM CDT

Item Code	Item Description	UofM	Quantity	Engineer Estimate		WIL-surge Electric, Inc		Pro Electric, Inc.		Circle Electric, Inc.	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
619.1000	Mobilization	EACH	1	\$7,500.00	\$7,500.00	\$15,428.00	\$15,428.00	\$41,342.56	\$41,342.56	\$19,015.23	\$19,015.23
628.7015	Inlet Protection Type C	EACH	25	\$75.00	\$1,875.00	\$89.00	\$2,225.00	\$174.01	\$4,350.25	\$78.52	\$1,963.00
643.5000	Traffic Control	LS	1	\$3,500.00	\$3,500.00	\$16,871.00	\$16,871.00	\$54,136.01	\$54,136.01	\$15,100.05	\$15,100.05
653.0164	Pull Boxes Non-Conductive 24x42-Inch	EACH	17	\$1,800.00	\$30,600.00	\$987.00	\$16,779.00	\$2,564.36	\$43,594.12	\$3,425.57	\$58,234.69
654.0105	Concrete Bases Type 5	EACH	36	\$1,200.00	\$43,200.00	\$891.00	\$32,076.00	\$1,376.34	\$49,548.24	\$1,432.54	\$51,571.44
655.0610	Electrical Wire Lighting 12 AWG	LF	7629	\$0.95	\$7,247.55	\$0.92	\$7,018.68	\$0.78	\$5,950.62	\$0.71	\$5,416.59
655.0620	Electrical Wire Lighting 8 AWG	LF	20342	\$1.60	\$32,547.20	\$1.68	\$34,174.56	\$1.22	\$24,817.24	\$1.31	\$26,648.02
655.0625	Electrical Wire Lighting 6 AWG	LF	30513	\$1.80	\$54,923.40	\$1.81	\$55,228.53	\$1.56	\$47,600.28	\$1.75	\$53,397.75
671.0212	Conduit HDPE Directional Bore 1-Duct 2-Inch	LF	10835	\$25.00	\$270,875.00	\$13.79	\$149,414.65	\$19.68	\$213,232.80	\$29.14	\$315,731.90
SPV.0060.01	Install Village Furnished Lighting Unit	EACH	36	\$500.00	\$18,000.00	\$832.00	\$29,952.00	\$1,537.28	\$55,342.08	\$1,547.94	\$55,725.84
SPV.0060.02	Install Village Furnished Meter Breaker Pedestal	EACH	2	\$1,000.00	\$2,000.00	\$6,910.00	\$13,820.00	\$1,451.73	\$2,903.46	\$1,297.79	\$2,595.58
SPV.0180.01	Concrete Restoration	SY	3.3	\$50.00	\$165.00	\$348.00	\$1,148.40	\$1,065.03	\$3,514.60	\$472.76	\$1,560.11
SPV.0180.02	Asphalt Restoration	SY	5	\$50.00	\$250.00	\$808.00	\$4,040.00	\$953.03	\$4,765.15	\$472.76	\$2,363.80
Base Bid Total:				\$472,683.15		\$378,175.82		\$551,097.41		\$609,324.00	

DOCUMENT 00300

BID FORM

OWNER: Village of Jackson, Wisconsin

PROJECT: STH 60- Street Lighting

NUMBER: VOJ 23-02

THIS BID IS SUBMITTED TO: Village of Jackson
Department of Public Works
W194 N16660 Eagle Drive
Jackson, Wisconsin 53037

- 1.01 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with OWNERS in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.
- 2.01 Bidder accepts all of the terms and conditions of the Advertisement or Invitation to Bid and Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. The Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of OWNERS.
- 3.01 In submitting this Bid, Bidder represents, as set forth in the Agreement, that:
- A. Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and the following Addenda, receipt of all which is hereby acknowledged:

Addendum No.

Addendum Date

N/A - no addendums

- B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local and Site conditions that may affect cost, progress, and performance of the work.
- C. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress and performance of the Work.

- D. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all additional or supplementary examinations, investigations, explorations, tests, studies and data concerning conditions (surface, subsurface, and Underground Facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents to be employed by Bidder, and safety precautions and programs incident thereto.
 - E. Bidder does not consider that any further examinations, investigations, exploration, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
 - F. Bidder is aware of the general nature of work to be performed by OWNERS and others at the Site that relates to the Work as indicated in the Bidding Documents.
 - G. Bidder has correlated the information known to Bidder, information and observations obtained from visits to the Site, reports and drawings identified in the Bidding Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Bidding Documents.
 - H. Bidder has given ENGINEER written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by ENGINEER is acceptable to Bidder.
 - I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.
- 4.01 Bidder further represents that this Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any individual or entity to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNERS.
- 5.01 Bidder will complete the Work in accordance with the Contract Documents for the unit prices listed in Document 00310 Schedule of Prices.
- 6.01 Bidder agrees that the Work will be complete as specified in Document 00500, Agreement, Article 4.02, Contract Time, and ready for final payment in accordance with Paragraph 15.06 of the General Conditions and Article 4.02 of the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work within the times specified above, which shall be stated in the Agreement.

7.01 The following documents are attached to or submitted via QuestCDN vBid and made a condition of this Bid:

- A. Document 00310, Bid Schedule
- B. Document 00490, Disclosure of Ownership
- C. Required Bid bond in the form of Bid Bond, Certified Check or Bank Cashier's Check.

8.01 The terms used in this Bid, which are defined in the General Conditions of the Construction Contract included as part of the Contract Documents and have the meanings assigned to them in the General Conditions.

SUBMITTED on April 20th, 2023.

If BIDDER is:

An Individual

By: N/A (SEAL)
(Individual's Name Typed or Printed)

doing business as N/A

Business address: _____

N/A

Phone No.: N/A Fax No.: N/A

A Partnership

Partnership Name: N/A (SEAL)

By: N/A
(Signature of general partner -- attach evidence of authority to sign)

Name (typed or printed): N/A

Business address: N/A

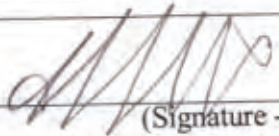
Phone No. N/A Fax No. N/A

A Corporation

By: Wil-Surge Electric, Inc.
(Corporation name)

State of Incorporation: Wisconsin

Type (General Business, Professional, Service, Limited Liability:
Service

By: 
(Signature -- attach evidence of authority to sign)

Name (typed or printed): Daryl Willing

President
(Title)

(Corporate Seal)

Attest: Amanda Rae Pintor
(Secretary)

Business address: 13201 W Silver Spring Dr. Butler, WI 53007

Phone No.: 262-781-9210 Fax No.: N/A

A Joint Venture

Joint Venturer Name: N/A (SEAL)

By: N/A
(Signature -- attach evidence of authority to sign)

Title: N/A

Business Address _____

N/A

Phone No.: N/A Fax No.: N/A

Joint Venturer Name: N/A (SEAL)

By: N/A
(Signature -- attach evidence of authority to sign)

Title: N/A

Business Address _____
N/A

Phone No.: N/A Fax No.: N/A

Phone and FAX Number, and Address for receipt of official communications:

N/A

(Each joint venturer must sign. The manner of signing for Each individual, partnership and corporation that is a party to the joint venture should be in the manner indicated above).

END OF DOCUMENT

BID SCHEDULE

<u>Item No</u>	<u>Item Description</u>	<u>Units</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Bid Amount</u>
619.1000	Mobilization	EACH	1	\$ 15,428.00	\$ 15,428.00
628.7015	Inlet Protection Type C	EACH	25	\$ 89.00	\$ 2,225.00
643.5000	Traffic Control	LS	1	\$ 16,871.00	\$ 16,871.00
653.0164	Pull Boxes Non-Conductive 24x42-Inch	EACH	17	\$ 987.00	\$ 16,779.00
654.0105	Concrete Bases Type 5	EACH	36	\$ 891.00	\$ 32,076.00
655.0610	Electrical Wire Lighting 12 AWG	LF	7,629	\$ 0.92	\$ 7,018.68
655.0620	Electrical Wire Lighting 8 AWG	LF	20,342	\$ 1.68	\$ 34,174.56
655.0625	Electrical Wire Lighting 6 AWG	LF	30,513	\$ 1.81	\$ 55,228.53
671.0212	Conduit HDPE Directional Bore 1-Duct 2-Inch	LF	10,835	\$ 13.79	\$ 149,414.65
SPV.0060.01	Install Village Furnished Lighting Unit	EACH	36	\$ 832.00	\$ 29,952.00
SPV.0060.02	Install Village Furnished Meter Breaker Pedestal	EACH	2	\$ 6,910.00	\$ 13,820.00
SPV.0180.01	Concrete Restoration	SY	3.3	\$ 348.00	\$ 1,148.40
SPV.0180.02	Asphalt Restoration	SY	5	\$ 808.00	\$ 4,040.00
BID TOTAL					\$ 378,175.82

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

That we,

Wil-Surge Electric Inc.

as Principal, (hereinafter called the "Principal"), and Merchants National Bonding, Inc.

6700 Westown Parkway, West Des Moines, IA 50266-7754, a corporation duly organized under the laws

of the State of Iowa, as Surety, (hereinafter called the "Surety"), are held and firmly bound unto

Village of Jackson (DPW) - W194 N16660 Eagle Drive, Jackson, WI 53037

as Oblige, (hereinafter called the "Oblige"), in the sum of Five Percent (5%) of Principal's Bid

Dollars (\$ _____), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

STH 60- Street Lighting

Project No. VOJ 23-02

NOW, THEREFORE, if the Oblige shall accept the bid of the Principal and the Principal shall enter into a contract with the Oblige in accordance with the terms of such bid and give such bond or bonds as may be specified in the bidding or contract documents with good and sufficient surety for the faithful performance of such contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter into such contract and give such bond or bonds, if the Principal shall pay to the Oblige the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Oblige may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 19th day of April, A.D., 2023

[Signature]
Witness

Wil-Surge Electric Inc.

{ [Signature] Principal
Daryl Willing, President (SEAL)

[Signature]
Witness

Merchants National Bonding, Inc.

By [Signature] Surety
Chris Brehmer, Attorney-in-Fact (SEAL) 2003

Printed in cooperation with the American Institute of Architects (AIA) by **Merchants National Bonding, Inc.**
Merchants National Bonding, Inc.

vouches that the language in the document conforms exactly to the language

used in AIA Document A-310, February 1970 Edition.

BID70000ZZ0701F

MERCHANTS
BONDING COMPANY
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Chris Brehmer; Jason A Braatz; Linda A Pupp; Melissa Babiak; Randy L Brehmer; Terence R Geszvain

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 11th day of February, 2020



MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 11th day of February, 2020, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Polly Mason
Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 19th day of April, 2023



William Warner Jr.
Secretary

Disclosure of Ownership

The statutory authority for the use of this form is prescribed in Sections 66.0903(12)(d), 66.0904(10)(d) and 103.49(7)(d), Wisconsin Statutes.

The use of this form is mandatory. The penalty for failing to complete this form is prescribed in Section 103.005(12), Wisconsin Statutes.

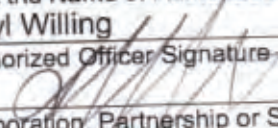
Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1) (m), Wisconsin Statutes].

- (1) On the date a contractor submits a bid to or completes negotiations with a state agency, local governmental unit, or developer, investor or owner on a project subject to Section 66.0903, 66.0904 or 103.49, Wisconsin Statutes, the contractor shall disclose to such state agency, local governmental unit, or developer, investor or owner, the name of any "other construction business," which the contractor, or a shareholder, officer or partner of the contractor, owns or has owned within the preceding three (3) years.
- (2) The term "other construction business" means any business engaged in the erection, construction, remodeling, repairing, demolition, altering or painting and decorating of buildings, structures or facilities. It also means any business engaged in supplying mineral aggregate, or hauling excavated material or spoil as provided by Sections 66.0903(3), 66.0904(2), 103.49(2) and 103.50(2), Wisconsin Statutes.
- (3) This form must ONLY be filed, with the state agency project owner, local governmental unit project owner, or developer, investor or owner of a publicly funded private construction project that will be awarding the contract, if **both (A) and (B) are met.**
- (A) The contractor, or a shareholder, officer or partner of the contractor:
- (1) Owns at least a 25% interest in the "other construction business," indicated below, on the date the contractor submits a bid or completes negotiations; or
 - (2) Has owned at least a 25% interest in the "other construction business" at any time within the preceding three (3) years.
- (B) The Wisconsin Department of Workforce Development (DWD) has determined that the "other construction business" has failed to pay the prevailing wage rate or time and one-half the required hourly basic rate of pay, for hours worked in excess of the prevailing hours of labor, to any employee at any time within the preceding three (3) years.

Other Construction Business

Business Name N/A			
Street Address or P O Box	City	State	Zip Code
Business Name N/A			
Street Address or P O Box	City	State	Zip Code
Business Name N/A			
Street Address or P O Box	City	State	Zip Code
Business Name N/A			
Street Address or P O Box	City	State	Zip Code

I hereby state under penalty of perjury that the information, contained in this document, is true and accurate according to my knowledge and belief.

Print the Name of Authorized Officer Daryl Willing			
Authorized Officer Signature 		Date Signed 4/19/2023	
Corporation, Partnership or Sole Proprietorship Name Wil-Surge Electric, Inc. - Corporation			
Street Address or P O Box 13201 W Silver Spring Dr.		City Butler	State WI
			Zip Code 53007

If you have any questions call (608) 266-6861



April 20, 2023

Village of Jackson
W194 N16660 Eagle Drive
Jackson, WI 53037

Attention: Brian Kober, P.E.
Director of Public Works

Subject: Project: VOJ 22-01
STH 60 Utility Upgrades
CTH P – Ridgeway Drive
Pay Request #3

Dear Mr. Kober:

Enclosed you will find Pay Request #3 for the STH 60 Utility Upgrades project in the Village of Jackson. The total amount, due to the contractor, has been reduced by five percent (5%) for retainage but not to exceed maximum retainage. This is per Article 6.02.A.1 Progress Payments; Retainage, of Contract Document 00500, Agreement:

Total work completed to date	= \$1,212,731.36
Work completed, Pay Request #3	= \$922,473.31
Retainage, Pay Request #3 (5%)	= \$46,123.67
Amount due to Contractor, Pay Request #3	= \$876,349.64

If you have any questions or comments, please contact me at (920) 924-5720.

Sincerely,

Todd Drew
Project Inspector
Gremmer & Associates, Inc.

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

3

For (Project): ST 60								Application Date: 4/18/2023				
Application Period: 3/18/23 - 4/14/23												
A	B	C	D	E	F	G	H	I	J	K	L	M
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Stored Material	Total Work Completed to Date	
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Value of Stored Materials(\$)	Estimated Quantity Installed	Value of Work Installed (\$)
100-01	Removing curb	LF	6	7.00	42.00							
100-02	Removing Curb & Gutter	LF	960	5.00	4,800.00			20.00	\$100.00		20.00	\$100.00
100-03	Removing Concrete Sidewalk and Driveways	SY	1205	5.00	6,025.00	41.77	\$208.85	22.89	\$114.45		64.66	\$323.30
100-04	Base Aggregate Dense 1 1/4-inch	TON	1875	15.80	29,625.00			26.70	\$421.86		26.70	\$421.86
100-05	Base Aggregate Open-Graded	TON	1130	23.00	25,990.00							
100-06	Concrete Driveway 6-inch	SY	505	75.65	38,203.25							
100-07	Concrete Driveway 8-inch	SY	80	77.00	6,160.00							
100-08	Drilled Tie Bars	EA	525	9.00	4,725.00							
100-09	HMA Pavement 3 MT 58-28 S	TON	1110	275.00	305,250.00							
100-10	HMA Pavement 4 MT 58-28 S	TON	67	510.00	34,170.00							
100-11	Asphaltic Surface	TON	17	510.00	8,670.00							
100-12	Asphaltic Surface Driveways and Field Entrances	TON	50	510.00	25,500.00							
100-13	Concrete Cur Type D	LF	6	48.00	288.00							
100-14	Concrete Curb & Gutter 30-inch Type D	LF	960	42.75	41,040.00							
100-15	Concrete Sidewalk 5-inch	SF	5520	8.00	44,160.00							
100-16	Concrete Steps	SF	30	55.00	1,650.00							

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

3

For (Project): ST 60						Application Date: 4/18/2023						
Application Period: 3/18/23 - 4/14/23												
A	B	C	D	E	F	G	H	I	J	K	L	M
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Stored Material	Total Work Completed to Date	
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Value of Stored Materials(\$)	Estimated Quantity Installed	Value of Work Installed (\$)
100-17	Pipe Underdrain Wrppped 4-inch	LF	200	55.00	11,000.00							
100-18	Moblization	EA	1	35,000.00	35,000.00							
100-19	Lawn Restoration	SY	900	10.00	9,000.00							
100-20	Inlet Protection Type C	EA	35	55.00	1,925.00	32.00	\$1,760.00	10.00	\$550.00		42.00	\$2,310.00
100-21	Geotextile Type SAS	SY	945	2.50	2,362.50							
100-22	Marking Line Pain 4-inch	LF	6405	1.35	8,646.75							
100-23	Marking Line Pain 8-inch	LF	225	2.55	573.75							
100-24	arking Arrow Paint	EA	5	95.00	475.00							
100-25	Marking Word Paint	EA	1	125.00	125.00							
100-26	Marking Railroad Crossing Paint	EA	2	450.00	900.00							
100-27	Marking Stop Line Paint 18-inch	LF	45	5.85	263.25							
100-28	Marking Diagonal Paint 6-inch	LF	6	2.25	13.50							
100-29	Marking Crosswalk Paint Transverse Line 6-inch	LF	205	2.25	461.25							
100-30	Marking Crosswalk Paint Block Style 24-inch	LF	25	7.75	193.75							
100-31	Conduit Loop Detector	LF	224	16.50	3,696.00							
100-32	Loop Detector Wire	LF	800	2.35	1,880.00							

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

3

For (Project): ST 60								Application Date: 4/18/2023				
Application Period: 3/18/23 - 4/14/23												
A	B	C	D	E	F	G	H	I	J	K	L	M
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Stored Material	Total Work Completed to Date	
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Value of Stored Materials(\$)	Estimated Quantity Installed	Value of Work Installed (\$)
100-33	Sawing Asphalt	LF	8,760	2.00	17,520.00	2,289.10	\$4,578.20	3,612.50	\$7,225.00		5,901.60	\$11,803.20
100-34	Sawing Concrete	LF	2625	3.00	7,875.00	97.00	\$291.00	71.00	\$213.00		168.00	\$504.00
100-35	Remove and Replace Retaining Wall	LS	1	8,990.00	8,990.00							
100-36	Traffic Control and Detour	LS	1	25,000.00	25,000.00	0.50	\$12,500.00	0.25	\$6,250.00		0.75	\$18,750.00
100-37	Excavating, Hauling, and Disposal of Contaminated Soil	TON	990	45.00	44,550.00							
200-01	Remove and Replace Sanitary Manhole Casting and Adjustment Rings	EA	27	4,500.00	121,500.00	1.00	\$4,500.00				1.00	\$4,500.00
200-02	Connect to Existing Sanitary Sewer Manhole	EA	1	2,000.00	2,000.00							
200-03	Connect to Existing Sanitary Sewer Main	EA	3	2,000.00	6,000.00	2.00	\$4,000.00				2.00	\$4,000.00
200-04	Sanitary Sewer PVC 10-inch, Granular Backfill	LF	232	200.00	46,400.00	70.00	\$14,000.00				70.00	\$14,000.00
200-05	Sanitary Sewer PVC 8-inch, Slurry Backfill	LF	1,099	243.00	267,057.00	3.00	\$729.00	547.00	\$132,921.00		550.00	\$133,650.00
200-06	Sanitary Sewer PVC 10-inch, Slurry Backfill	LF	39	300.00	11,700.00							
200-07	Sanitary Sewer PVC 12-inch, Slurry Backfill	LF	1402	325.00	455,650.00	166.00	\$53,950.00	1,171.00	\$380,575.00		1,337.00	\$434,525.00
200-07	Sanitary Sewer Lateral 6-inch, Granular Backfill	LF	615	145.00	89,175.00	31.00	\$4,495.00	89.50	\$12,977.50		120.50	\$17,472.50
200-08	Sanitary Sewer Lateral 6-inch, Slurry Backfill	LF	310	197.00	61,070.00	18.00	\$3,546.00	228.50	\$45,014.50		246.50	\$48,560.50
200-09	Sanitary Manholes 4-Ft Diameter with Casting	EA	10	6,500.00	65,000.00	1.00	\$6,500.00	5.00	\$32,500.00		6.00	\$39,000.00
200-10	Sanitary Outside Deep Manholes 4-FT Diameter with Casting	EA	2	9,518.00	19,036.00			1.00	\$9,518.00		1.00	\$9,518.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

3

For (Project): ST 60								Application Date: 4/18/2023				
Application Period: 3/18/23 - 4/14/23												
A	B	C	D	E	F	G	H	I	J	K	L	M
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Stored Material	Total Work Completed to Date	
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Value of Stored Materials(\$)	Estimated Quantity Installed	Value of Work Installed (\$)
200-11	Abandon Sanitary Sewer - Jackson Drive	LS	1	1,500.00	1,500.00							
200-12	Sanitary Sewer Lateral Pipe Bursting	LF	3000	139.00	417,000.00			1,966.00	\$273,274.00		1,966.00	\$273,274.00
200-13	Funish and install 36" cleanout manhole with casting	LS	1	3,645.00	3,645.00							
200-14	Repair Existing Storm Laterals not shown on plan	EA	6	448.00	2,688.00			10.00	\$4,480.00		10.00	\$4,480.00
300-01	Removing Hydrant	EA	2	1,100.00	2,200.00							
300-02	Connect to Existing Water Valve	EA	2	2,500.00	5,000.00							
300-03	Connect to Existing Water Main Pipe	EA	3	3,850.00	11,550.00							
300-04	Remove and Replace Water Serice Curb Box	EA	100	2,800.00	280,000.00	64.00	\$179,200.00				64.00	\$179,200.00
300-05	Water Main PVC 6-inch, Slurry Backfill	LF	45	315.00	14,175.00							
300-06	Water Main PVC 12-inch, Slurry Backfill	LF	12	550.00	6,600.00							
300-07	Water Service Pipe 1 1/4-inch, Granular Backfill	LF	168	150.00	25,200.00							
300-08	Water Service Pipe 1 1/4-inch, Slurry Backfill	LF	88	200.00	17,600.00			42.00	\$8,400.00		42.00	\$8,400.00
300-09	Water Service Saddle, Corporation Stop, Curb Stop, Curb Box and Couplings 1 1/4-inch	EA	7	1,400.00	9,800.00							
300-10	Water Gate Valve 12-inch	EA	1	5,200.00	5,200.00							
300-11	Water 45 Degree Bend 6-inch	EA	1	500.00	500.00							
300-12	Water 90 Degree Bend 6-inch	EA	3	530.00	1,590.00							

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

3

For (Project): ST 60						Application Date: 4/18/2023						
Application Period: 3/18/23 - 4/14/23												
A	B	C	D	E	F	G	H	I	J	K	L	M
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Stored Material	Total Work Completed to Date	
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Value of Stored Materials(\$)	Estimated Quantity Installed	Value of Work Installed (\$)
300-13	Hydrant	EA	2	9,000.00	18,000.00							
300-14	Temporary Blow off 2-inch	EA	1	506.00	506.00							
300-15	Connect to Existing Water Main lpe with 12-inch Gate Valve	EA	1	4,480.00	4,480.00							
300-16	Water Main DI 12-incch with flurocarbon Gaskets, Granular Backfill	LF	247	291.00	71,877.00							
300-17	Water 22.5 Degree Bend 12-inch	EA	4	1,004.00	4,016.00							
300-18	Water Cap 12-inch	EA	2	2,216.00	4,432.00							
300-19	HDD Water service connect to main, new curb box	EA	1	4,750.00	4,750.00							
300-20	Furnish and Install 1" Curb Stop - If existing one does not fuction while replacing Curb Box	EA	6	750.00	4,500.00							
300-21	Temporary water service on Jackson Drive	LS	1	8,000.00	8,000.00							
300-22	Extra wrk involved with repairing the 12" water main near sanitary manhole #1	LS	1	7,939.00	7,939.00			1.00	\$7,939.00		1.00	\$7,939.00
300-23	Abarnndon water service corporation stops not in service	LS	1									
TOTAL BID ITEMS					\$2,834,085.00		\$290,258.05		\$922,473.31			\$1,212,731.36

**Project VOJ 21-01
Coffee Connection Trail
Jackson Drive - Eagle Drive**

Pay Request #3
Advance Construction - Prime Contractor

			Advance Construction			Pay Request #1		Pay Request #2		Pay Request #3		Pay Request #4		Pay Request #5		Pay Request #6		Cumulative Totals		% Complete	
Item No.	Description	Unit	LF	Total	Unit Price	Bid Total	Actual Quantity	Total	Actual Quantity	Total	Actual Quantity	Total	Actual Quantity	Total	Actual Quantity	Total	Actual Quantity	Total	Actual Quantity	Total	
100-01	Removing Curb	LF	6		\$7.00	\$42.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-02	Removing Curb & Gutter	LF	960		\$5.00	\$4,800.00		\$0.00		20.00	\$100.00		\$0.00		\$0.00		\$0.00		20	\$100.00	2%
100-03	Removing Concrete Sidewalk and Driveways	SY	1,205		\$5.00	\$6,025.00	13.34	\$66.70	28.43	\$142.15	\$114.45		\$0.00		\$0.00		\$0.00		65	\$323.30	5%
100-04	Base Aggregate Dense 1 1/4-Inch	TON	1,875		\$15.80	\$29,625.00		\$0.00		26.70	\$421.86		\$0.00		\$0.00		\$0.00		27	\$421.86	1%
100-05	Base Aggregate Open-Graded	TON	1,130		\$23.00	\$25,990.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-06	Concrete Driveway 6-Inch	SY	505		\$75.65	\$38,203.25		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-07	Concrete Driveway 8-Inch	SY	80		\$77.00	\$6,160.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-08	Drilled Tie Bars	EACH	525		\$9.00	\$4,725.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-09	HMA Pavement 3 MT S8-28 S	TON	1,110		\$275.00	\$305,250.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-10	HMA Pavement 4 MT S8-28 S	TON	67		\$510.00	\$34,170.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-11	Asphaltic Surface	TON	17		\$510.00	\$8,670.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-12	Asphaltic Surface Driveways and Field Entrances	TON	50		\$510.00	\$25,500.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-13	Concrete Curb Type D	LF	6		\$48.00	\$288.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-14	Concrete Curb & Gutter 30-Inch Type D	LF	960		\$42.75	\$41,040.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-15	Concrete Sidewalk 5-Inch	SF	5,520		\$8.00	\$44,160.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-16	Concrete Steps	SF	30		\$55.00	\$1,650.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-17	Pipe Underdrain Wrapped 4-Inch	LF	200		\$55.00	\$11,000.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-18	Mobilization	EACH	1		\$35,000.00	\$35,000.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-19	Lawn Restoration	SY	900		\$10.00	\$9,000.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-20	Inlet Protection Type C	EACH	35		\$55.00	\$1,925.00	12	\$660.00	20	\$1,100.00	10.00	\$550.00		\$0.00		\$0.00		\$0.00	42	\$2,310.00	120%
100-21	Geotextile Type SAS	SY	945		\$2.50	\$2,362.50		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-22	Marking Line Paint 4-Inch	LF	6,405		\$1.35	\$8,646.75		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-23	Marking Line Paint 8-Inch	LF	225		\$2.55	\$573.75		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-24	Marking Arrow Paint	EACH	5		\$95.00	\$475.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-25	Marking Word Paint	EACH	1		\$125.00	\$125.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-26	Marking Railroad Crossing Paint	EACH	2.0		\$450.00	\$900.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-27	Marking Stop Line Paint 18-Inch	LF	45		\$5.85	\$263.25		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-28	Marking Diagonal Paint 6-Inch	LF	6		\$2.25	\$13.50		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-29	Marking Crosswalk Paint Transverse Line 6-Inch	LF	205		\$2.25	\$461.25		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-30	Marking Crosswalk Paint Block Style 24-Inch	LF	25		\$7.75	\$193.75		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-31	Conduit Loop Detector	LF	224		\$16.50	\$3,696.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-32	Loop Detector Wire	LF	800		\$2.35	\$1,880.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-33	Sawing Asphalt	LF	8,760		\$2.00	\$17,520.00	15	\$30.00	2274.10	\$4,548.20	3612.50	\$7,225.00		\$0.00		\$0.00		\$902	\$11,803.20	67%	
100-34	Sawing Concrete	LF	2,625		\$3.00	\$7,875.00	25	\$75.00	72	\$216.00	71.00	\$213.00		\$0.00		\$0.00		168	\$504.00	6%	
100-35	Remove and Replace Retaining Wall	LS	1		\$8,990.00	\$8,990.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
100-36	Traffic Control and Detour	LS	1		\$25,000.00	\$25,000.00	0.25	\$6,250.00	0.25	\$6,250.00	0.25	\$6,250.00		\$0.00		\$0.00		1	\$18,750.00	75%	
100-37	Excavating, Hauling, and Disposal of Contaminated Soil	TON	990		\$45.00	\$44,550.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
200-01	Remove and Replace Sanitary Manhole Casting and Adjustment Rings	EACH	27		\$4,500.00	\$121,500.00		\$0.00	1	\$4,500.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$4,500.00	4%
200-02	Connect to Existing Sanitary Sewer Manhole	EACH	1		\$2,000.00	\$2,000.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
200-03	Connect to Existing Sanitary Sewer Main	EACH	3		\$2,000.00	\$6,000.00		\$0.00	2	\$4,000.00		\$0.00		\$0.00		\$0.00		\$0.00	2	\$4,000.00	67%
200-04	Sanitary Sewer PVC 10-Inch, Granular Backfill	LF	232		\$200.00	\$46,400.00		\$0.00	70	\$14,000.00		\$0.00		\$0.00		\$0.00		\$0.00	70	\$14,000.00	30%
200-05	Sanitary Sewer PVC 8-Inch, Slurry Backfill	LF	1,099		\$243.00	\$267,057.00		\$0.00	3	\$729.00	547.00	\$132,921.00		\$0.00		\$0.00		\$0.00	550	\$133,650.00	50%
200-06	Sanitary Sewer PVC 10-Inch, Slurry Backfill	LF	39		\$300.00	\$11,700.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
200-07A	Sanitary Sewer PVC 12-Inch, Slurry Backfill	LF	1,402		\$325.00	\$455,650.00		\$0.00	166	\$53,950.00	1171.00	\$380,575.00		\$0.00		\$0.00		\$0.00	1337	\$434,525.00	95%
200-07B	Sanitary Sewer Lateral 6-Inch, Granular Backfill	LF	615		\$145.00	\$89,175.00		\$0.00	31	\$4,495.00	89.50	\$12,977.50		\$0.00		\$0.00		\$0.00	121	\$17,472.50	20%
200-08	Sanitary Sewer Lateral 6-Inch, Slurry Backfill	LF	310		\$197.00	\$61,070.00		\$0.00	18	\$3,546.00	228.50	\$45,014.50		\$0.00		\$0.00		\$0.00	247	\$48,560.50	80%
200-09	Sanitary Manholes 4-FT Diameter With Casting	EACH	10		\$6,500.00	\$65,000.00		\$0.00	1	\$6,500.00	5.00	\$32,500.00		\$0.00		\$0.00		\$0.00	6	\$39,000.00	60%
200-10	Sanitary Outside Drop Manholes 4-FT Diameter With Casting	EACH	2		\$9,518.00	\$19,036.00		\$0.00		\$0.00	1.00	\$9,518.00		\$0.00		\$0.00		\$0.00	1	\$9,518.00	50%
200-11	Abandon Sanitary Sewer - Jackson Drive	LS	1		\$1,500.00	\$1,500.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
200-12	Sanitary Sewer Lateral Pipe Bursting	LF	3,000		\$139.00	\$417,000.00		\$0.00		\$0.00	1966.00	\$273,274.00		\$0.00		\$0.00		\$0.00	1966	\$273,274.00	66%
200-13	Furnish and Install 36" cleanout manhole with casting		1		\$3,645.00	\$3,645.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
200-14	Repair existing storm laterals not shown on plan	EACH	6		\$448.00	\$2,688.00		\$0.00		\$0.00	10.00	\$4,480.00		\$0.00		\$0.00		\$0.00	10	\$4,480.00	167%
300-01	Removing Hydrant	EACH	2		\$1,100.00	\$2,200.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
300-02	Connect to Existing Water Valve	EACH	2		\$2,500.00	\$5,000.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
300-03	Connect to Existing Water Main Pipe	EACH	3		\$3,850.00	\$11,550.00		\$0.00			\$0.00		\$0.00		\$0.00		\$0.00		0	\$0.00	0%
300-04	Remove and Replace Water Service Curb Box	EACH	100		\$2,800.00	\$280,000.00	41	\$114,800.00	23	\$64,400.00		\$0.00		\$0.00		\$0.00		\$0.00	64	\$179,200.00	64%
300-05	Water Main PVC 6-Inch, Slurry Backfill	LF	45		\$315.00	\$14,175.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-06	Water Main PVC 12-Inch, Slurry Backfill	LF	12		\$550.00	\$6,600.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-07	Water Service Pipe 1 1/4-Inch, Granular Backfill	LF	168		\$150.00	\$25,200.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-08	Water Service Pipe 1 1/4-Inch, Slurry Backfill	LF	88		\$200.00	\$17,600.00		\$0.00		42.00	\$8,400.00		\$0.00		\$0.00		\$0.00		42	\$8,400.00	48%
300-09	Water Service Saddle, Corporation Stop, Curb Stop, Curb Box and Couplings 1 1/4-Inch	EACH	7		\$1,400.00	\$9,800.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-10	Water Gate Valve 12-Inch	EACH	1		\$5,200.00	\$5,200.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-11	Water 45 Degree Bend 6-Inch	EACH	1		\$500.00	\$500.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-12	Water 90 Degree Bend 6-Inch	EACH	3		\$530.00	\$1,590.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-13	Hydrant	EACH	2.0		\$9,000.00	\$18,000.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-14	Temporary Blow Off 2-Inch	EACH	1		\$506.00	\$506.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-15	Connect to Existing Water Main Pipe with 12-Inch Gate Valve	EACH	1		\$4,480.00	\$4,480.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-16	Water Main DI 12-Inch with Fluorocarbon Gaskets, Granular Backfill	LF	247		\$291.00	\$71,877.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-17	Water 22.5 Degree Bend 12-Inch	EACH	4		\$1,004.00	\$4,016.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-18	Water Cap 12-Inch	EACH	2		\$2,216.00	\$4,432.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-19	HDD Water service connect to main, new curb box	EACH	1																		

Advance original bid #

\$2,713,433.75

\$120,651.25

Work completed, previous estimate

Work completed, this estimate

Total work completed

Retainage, this estimate

Total retainage, previous estimates

\$168,376.35

\$922,473.31

\$1,212,731.36

\$46,123.67

\$14,512.90
\$69,626.53

Based off original bid price

\$6,094.09 Retainage Est #1

\$8,418.82 Retainage Est #2

\$46,123.67 Retainage Est #3

\$67,835.84

MEMO

DATE 5/9/2023

TO	FROM	REGARDING
*Jackson Parks & Recreation Commission	Kelly Valentino, CPRP Jackson Parks & Recreation Director	Jackson Community Center Expansion: Phase I
*Jackson Village Board/Budget & Finance	kelly.valentino@villageofjacksonwi.gov	Completion and Phase II Bid & Construction
*Jen Keller, Village Administrator	Phone Ext: (262) 677-9665 x113	
*Brian Kober, Public Works Director		

In May of 2022, the Board was presented with a feasibility study demonstrating the need for an expansion of the Jackson Community Center. The study showed data from the Cedar Corp. Village Facilities Analysis as well as the community survey results from the 2020 Jackson Parks, Recreation & Open Space plan. The highest rating in the survey of 268 responses, was 77.74% that valued the Jackson Community Center. This study lead to the RFP, and the results within this proposal.

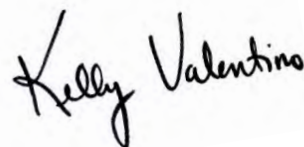
Attached please find the completed PHASE I support materials for the Jackson Community Center Expansion Project. I would like to thank Mr. Jack Blume and his team from Zimmerman Architects and Moore Construction for their thoughtful, thorough, and creative work on this project. In addition, much thanks to the staff, partner groups (Boys & Girls Club, Kettlebrook Church, West Bend School District, ADRC), patrons and residents for their feedback and valuable contributions throughout this planning process. It took many meetings and much collaboration to reach a design that met everyone needs while keeping the cost low by using simple, utilitarian options.

What's next? Should the JPRC make the recommendation to the Village Board/Budget & Finance, and the Village Board approve PHASE I, the next step for the Village Board/Budget & Finance is to approve moving to Phase II, which means we are moving forward with the expansion of the Jackson Community Center. We begin the bid process with Zimmerman, bring the final bids back to the JPRC and then the Village Board/Budget & Finance for approval, at which point we prepare for construction.

Funding for Phase I was approved out of the Capital Projects budget. If approved to move to Phase II, the funding would be a borrow based on the recommendation from Ehler's & Associates providing the best course of action for the Village to move forward. As a point of reference, the original Community Center was funded through a Community Development Authority loan, which at the time offered the best rates and structure for this type of project.

Sample Motion: Move to approve the Jackson Community Center PHASE I documents as presented and proceed to PHASE II bid and construction preparation, authorizing the Village Administrator to work with staff and Ehler's to prepare funding options for the Board to consider along with final construction bids.

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



JACKSON PARKS & RECREATION



JACKSON COMMUNITY CENTER EXPANSION FEASIBILITY REPORT



Building Overview



April 8, 2008

GROTH
DESIGN
GROUP

Jackson Community Center

JACKSON, WISCONSIN

May 26, 2022

OVERVIEW

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

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

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

NEEDS ASSESSMENT

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

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

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

“Parks & Recreation Department

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

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

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

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

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

DESIGN SUMMARY

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

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

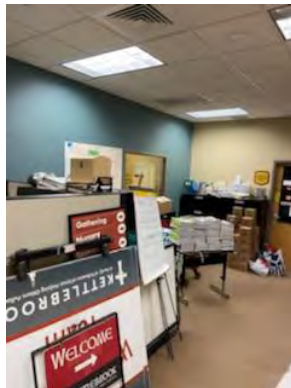
ECONOMICS

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

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

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

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



Thank You



Jackson Community Center

Study Report

Architecture, HVAC, and Electrical
Zimmerman Project No. 230026.00

DRAFT | April 12, 2023

Prepared by

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Renderings	Error! Bookmark not defined.

Executive Summary

Project Description

Project Summary

- A. The scope of the project is to evaluate the conditions of the existing 25,845 square foot Jackson Community Center (JCC), and determine if renovations and/or additions are suggested. Zimmerman reviewed the existing programs with the JCC as well as the condition of the building, which was constructed in 2008.
- B. The JCC's usage needs exceed spaces available, which results in spaces being used for multiple programs, some of which have no relation to the other. This problem suggests a solution which would include minor alterations within the existing building and additions to the existing primary building. Zimmerman worked with Kelly Valentino, JCC Director, to assemble a scheme which solves these problems.
- C. The preferred scheme includes an addition on the west end of the JCC, which would consist of early childhood educational classrooms and an outdoor Sensory Playground, as well as a modification to the office area to allow for more storage space. The existing drop off area is extended to the west, which allows for longer queueing at pick up and drop off times, and positions the end of the area close to a new west entrance.
- D. The east end of the building also would be added to in this scheme. The addition would consist of two primary activity areas, which would be separated by a central circulation area. This allows each activity area to function separately if needed.
- E. The following information in this report is intended to assist in identifying proposed improvements, which would be used by Moore Construction to assemble a cost estimate. The construction materials proposed for improvements are generally similar to those which are in the existing JCC. Additionally, there are a few maintenance items listed for this existing building.
- F. The existing primary building was designed under the International Building Code. New construction would be designed in accordance with the International Existing Building Code. Code commentary in this document will be based on the 2015 edition.

Proposal, Bidding and Contracting

Delivery Method

- A. The project will be designed conceptually with a cost estimate delivered by Moore Construction. The Community Center will use the information for facilities planning and fundraising.

Approvals

Village of Jackson

- A. The existing building is located in the Village of Jackson. As such, any improvement would require approval by the Village of Jackson Plan Review Department. The Community Center and Zimmerman will secure a conceptual plan approval as part of

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the conceptual design effort, but final approval will be needed when the project is fully designed.

- B. A traditional plan examination review will also be performed by DSPS at the conclusion of the future Construction Document phase.

Basis of Design

A. Substructure

Foundations

Standard Foundations

- A. The existing building contains continuous wall footings around the perimeter of the building.
- B. The addition would include similar footings.

Slab On Grade

- A. The existing building is slab on grade construction.
- B. The addition would also be slab on grade construction.

B. Shell

This system includes all structural slabs and decks and supports above grade. Note that the structural work will include both horizontal items (slabs, decks, etc.) and vertical structural components (columns and interior structural walls). Exterior load bearing walls are not included in this system; see Exterior Enclosure-Exterior Walls.

Superstructure

Floor Construction

- A. The existing floor consists of a slab on grade with multiple flooring finishes.
- B. The flooring in the addition would be similar construction of the existing building.

Roof Construction

- A. The existing structural frame consists of steel joists, columns, and a metal deck.
- B. The addition would have a similar structural frame.

Exterior Enclosure

Exterior Walls

- A. The existing exterior walls are comprised of multiple wall types, including metal stud framing with batt insulation with EIFS or brick/block veneer, and concrete block cavity wall with rigid insulation and block veneer.
- B. New construction would be metal stud framing, with rigid or spray foam insulation outboard of the studs, which is more energy efficient than traditional 2008 construction methods. The finish material would match and compliment the existing finishes.

Exterior Windows

- A. The existing exterior windows are aluminum storefront with low-e insulated glazing.
- B. New windows would be of similar materials; mullion patterns would match the existing windows and would be installed within the glazing.

Exterior Doors

- A. The existing exterior doors consist of insulated hollow metal doors, and insulated aluminum storefront doors.
- B. Doors in the addition would be a combination of insulated hollow metal at back door locations and anodized aluminum storefronts at main entrances and occupied room exits.

Exterior Finish

- A. The existing EIFS walls require repainting and sealing.
- B. Replace front entrance sign on building.

Roofing

Roof Coverings

- A. The existing roof consists of ballasted EPDM roofing over tapered rigid insulation on metal deck. Parts of the existing roof have known issues, and the existing roof needs to

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be evaluated for possible repairs and possibly replacement with fully adhered EPDM roofing.

- B. The roof for the additions would consist of fully adhered EPDM roofing over tapered rigid insulation on metal deck.

Exterior / Landscape

Outdoor Areas

- A. Add 6 ft tall safety fencing around playground area, and construct a screened aluminum or steel arbor around play area for playground sun shading.
- B. Install poured in place rubber surfacing at playground area, with 5ft wide asphalt bicycle path around the interior perimeter of play area.
- C. Sensory Playground Equipment within the area.
- D. Install turf between new sidewalks and building.
- E. Demolish existing green front entrance canopy, and replace with new steel arbor to match new play area arbor.
- F. New ground signage at east and southwest entrances.

C. Interiors

Interior Construction

Partitions

- A. Fire Ratings: because the building is fully sprinklered, the building does not contain fire rated walls. The additions will also tie into the existing fire suppression system and be fully sprinkled.
- B. Fixed Partitions: The existing building has interior metal stud walls filled with batt insulation with either 5/8" mold-resistant gypsum board type -X, or standard 5/8" gypsum board, and 12" concrete block walls around the perimeter of the gym. New partitions shall match existing.

Interior Doors

- A. Standard interior door to be stained solid core flush wood doors with hollow metal frames and standard hardware. Select office doors may have narrow vision lite. Wood veneer cut and species to be determined.
- B. Two doors at front desk to be bullet resistant level III cores.
- C. Provide acoustical treatment at kitchen concessions pass through rollup doors, or replace with acoustical rated coiling doors.

Fittings

- A. Standard soap dispensers, toilet paper holders, towel dispensers, grab bars, and mirrors.
- B. Room signage per room.
- C. Semi-recessed fire extinguisher cabinets throughout.
- D. Solid surface counters throughout.
- E. Laminate faced cabinets with pulls and gliding hardware with solid surface tops throughout, include replacement cabinets and tops in existing kitchen.

Interior Finishes

Wall Finishes

- A. Gypsum Wallboard Finishes (GWB)
 - 1. GWB type as noted in C.
 - 2. Level 4 finish.
 - 3. One coat primer and two coats paint throughout.
- B. Painted concrete masonry block where exposed.
- C. Paint on corridor walls.
- D. Rigid sheet wall protection on toilet room walls.
- E. Add acoustical wall panel treatment around walls in gymnasium.

Floor Finishes

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- A. Resilient rubber flooring and rubber base in kitchens, and corridors.
- B. Luxury vinyl tile and rubber base in transitional housing in public lobby, toilet rooms, offices and conference rooms. Seams to be heat welded.
- C. Polished concrete floor at storage and utility rooms.
- D. Polished concrete and carpet tile in classrooms.
- E. Existing building finish types to be matched where not noted above.
- F. Refinish existing Gym and Dance wood floors.
- G. Diamond polish all existing stained concrete floors.
- H. Luxury Vinyl Tile in auditorium.

Ceiling Finishes

- A. Acoustic ceiling tile (ACT) and grid system throughout, except no ceiling in utility and storage rooms. ACT type to be standard in office area and wet rated in toilet rooms.

Furniture, Furnishings, and Equipment

- A. Install new commercial refrigerator, freezer, tap beer cooler, beverage cooler, and dishwasher in existing kitchen.
- B. Provide all new chairs for large activity /gathering hall.
- C. Install blackout roller shades at auditorium windows.
- D. Provide new 8ft tables in new auditorium.

D. Services

Civil

- A. Civil Design was not requested and is not included in the scope of services for this project.

Fire Protection

Applicable Codes, Guidelines, And Standards

- A. Fire Protection design was not requested and not included in the scope of services for this project. Typically, a fire protection contractor shall be brought onto the project near the end of design, or early in construction by the general contractor to design the fire protection system. The new additions and alterations shall be fully sprinkled and tie into the existing fire protection system.

Plumbing

- A. Plumbing design was not requested, and is not included in the scope of services for this project. New plumbing fixtures will be added in the additions, and we believe the existing plumbing system has capacity to accommodate the new fixtures.

HVAC (Mechanical)

General

- A. Harwood Engineering visited the site on March 21, 2023 to assess the existing mechanical systems and provide recommendations for the building expansion/addition. The current building is served by single zone, rooftop packaged air conditioning units with gas heat (RTUs). Each unit has a standalone space thermostat, and the building does not have a building automation or central control system. Natural gas piping at 2 psi is routed across the roof to each RTU from a gas meter located on the north side of the building.

Natural Gas Service

- A. Existing Conditions
 - a. The existing gas piping from the meter is a 2", 2 psi line, which goes up to the roof to serve all of the RTUs, along with a drop down into the building to serve the Domestic Water Heater. Its load is approximately 2,216 CFH at approximately 400 feet of developed length. Per 2015 IFGC table 402.4(5) for 2 psi gas, a 2", 2 psi gas line at 500 feet of developed length (for the east expansion) has a capacity of 4,250 CFH.
- B. Design Modification Requirements
 - a. We would recommend budgeting for a new 1-1/2" line connecting to the 2" line on the roof on the west side of the building and routed across the roof to the east addition, and a new 1-1/2" line connecting to the 2" line on the roof on the west side of the building and routed to the west addition—both to serve the new RTUs we've discussed above. The meter capacity will need to be discussed with the utility company during design, but with the minimal additional load and the gas substation just to the north, we are assuming there is adequate pressure and capacity available at the meter for these additions.

Rooftop Equipment

A. Existing Conditions

1. It was reported by building staff that the RTUs have required extensive maintenance over the years, and each year they are spending \$10,000-\$15,000 on maintenance costs to keep the units operational. Per the ASHRAE Equipment Life Expectancy Chart, Rooftop Air Conditioning Units median years in life expectancy is 15 years. These units are closing in on that 15-year life expectancy. However, based on conversations with the building owner and operator, due to the large variety of functions and temperature requirements in these spaces, these units have likely had more wear and tear on them than a standard installation, which decreases the life expectancy. Due to the amount of functions in this building (hence the need for expansion), many spaces are used for many different types of functions. For example, one space will have elderly occupants playing cards that want the space warm and heated, and the immediate next use may be a dance group that wants it nice and cool. This causes the unit to switch between heating and cooling, cycle more often, and ultimately put more wear and tear on the equipment. Additionally, the approximately 24,500 SF of building is served by 102 tons worth of RTUs, which comes out to about 240 SF/ton, which is fairly low for a building of this occupancy and usage. This is likely due to the fact that the original engineer wanted to make sure each area was covered for its worst-case design scenario based on what he or she knew, but increased sizing will lead to more cycling when loads are not at peak, which adds to the wear and tear of the units. The more that units cycle, the harder it is to control humidity as well.

B. Design Modification Requirements

1. For the existing building, the units will all likely need to be replaced over the next number of years as they reach that life expectancy and begin to fail at a higher rate. However, it was reported that the three units that have required the most maintenance are RTU-3 (Large Activity 104), RTU-9 (Gym), and RTU-10 (Gym), and those should be replaced as part of this building project. RTU-3 is a 17.5-ton unit and RTU-9 and RTU-10 are 15-ton units.
2. For RTU-3 that serves the Large Activity, or Gathering Space, the Kitchen, and Storage 108, the unit appears to be sized for a large quantity of people and higher loads than the space may typically see. The space was designed at approximately 1.9 CFM/SF and 165 SF/ton, which both likely exceed the loads that the room typically sees. With a single compressor, it likely cycles quite often as loads are likely never what it was designed for, since it was likely designed for worst case scenario with the room full packed for activities. This adds wear and tear to the unit, as it causes the compressor to cycle more often. We'd recommend replacing the unit with a new, more efficient unit of the same 17.5-ton size that features multiple compressors (multiple stages of cooling) or a variable speed compressor to help with lower load conditions, humidity, and minimize cycling. While the initial unit may have an increased cost, the decreased maintenance and increased control of the space will be worth the investment.
3. For RTU-9 and RTU-10 that both serve the Gym, the units are likely sized for the whole gym to be full of people and spectators, which is likely rarely the case, so the units likely cycle fairly consistently during part load conditions, leading to higher

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failure rates. Between the two units, the space was designed at 1.6 CFM/SF and 216 SF/ton. We'd recommend replacing these units with new, more efficient units of the same 15-ton sizes that features multiple compressors (multiple stages of cooling) or a variable speed compressor to help with lower load conditions, humidity, and minimize cycling. While the initial unit may have an increased cost, the decreased maintenance and increased control of the space will be worth the investment. Additionally, we'd recommend adding a control interface to allow each unit's thermostat to communicate with the other. By doing so, if only 15 tons of cooling are needed (or less), only one unit is cooling while the other unit would just be ventilating, which would decrease the cycling of the units during part load scenarios. This would not be necessary, but would allow the units to work in tandem and minimize the wear and tear on the units that may not be needed.

Building Addition

B. Mechanical Equipment

1. For the expansion, we would recommend continuing the single zone, packaged rooftop unit approach to match the rest of the building. Based on the architectural concept plans provided at this point, we would recommend providing the following in terms of units and zoning for budgeting (final loads during design will hone in on tonnages):
 - a. East Addition
 1. RTU-11 – Multi-Purpose, Storage, Office-Ryan – 3,200 SF – 15 tons.
 2. RTU-12 – Boys & Girls Club, Storage – 1,600 SF – 5 tons.
 - b. West Addition
 1. RTU-13 – 4K, Interior Corridor - 3,100 SF – 7.5-10 tons. Option to re-utilize existing RTU-1 for 4K and interior corridor. This unit may be oversized for this amount of space, which would lead to increased cycling, but would avoid purchasing a new unit. Our thought was to include a new unit in budgeting and re-utilize unit if loads dictate that to be possible.
 2. RTU-14 – 3K, Head Start – 2,800 SF – 7.5 tons.
 3. Vestibule – Provide electric wall heater w/ integral thermostat. 3kW.
2. New RTUs to have standard, single zone controls with standalone thermostats. Units to be standard efficiency packaged rooftop units with multiple stages of cooling and heating (where available) to minimize cycling and help with controllability, with 24" vibration curbs. Provide with ducted supply and returns to grilles within each space. Exhaust fans to be provided for the (4) new restrooms. For budgeting, plan for a single, powered roof ventilator fan with exhaust duct between each, but could also be standalone ceiling exhaust fans on light switches for a more cost-effective approach, with ducts up through the roof to a curbed roof cap.

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Electrical

General

- A. The following is a report of the electrical systems serving The Jackson Community Center in the Town of Jackson, WI, based on existing documents and general observations made on March 21, 2023.

Electrical Service and Distribution

A. Existing Conditions

1. Electric service from the utility (WE Energies) is provided to a 208Y/120V, 1200A metered service. The service is distributed throughout the building via a 1,200 Amp Square D I-Line distribution board. This switchboard appears to be in good shape with plenty of space to feed new loads.
2. Based on a rough watts per square foot estimate, the Square D switchboard appears to have plenty of capacity to serve the proposed addition.

B. Design Modification Requirements

1. For pricing purposes, assume that two new 200 amp feeders would be installed to serve the proposed addition. New breakers in the main switchboard, conduit, wiring, a new 54 circuit panelboard and a connection to a new rooftop unit.
2. Existing panelboards are in good condition, however, there isn't an ample number of spare breakers in most of them. For pricing purposes, a new 42 circuit, 100 amp panelboard should be added to accommodate new loads in the existing building.
3. Provide power to a new monument sign at the corner of Hickory and Jackson.
4. Provide power to new kitchen equipment including a new commercial freezer, refrigerator, beer/beverage cooler and commercial dishwasher.
5. Add receptacles at the existing kitchen island and other select locations in the existing building.
6. Install power and controls for motorized roller shades in the auditorium/multi-purpose space.

Lighting

A. Existing Conditions

1. There appears to be a variety of lighting types: Fluorescent, HID, LED and incandescent.
2. Lighting is in fair condition.

B. Design Modification Requirements

1. The owner would like the two exterior bollards removed.
2. The exterior pole fixtures should have the fixture heads replaced with LED heads. At the very least, the HID lamps and ballasts should be removed and replaced with Line voltage LED lamps.

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3. The four “disc” fixtures in the lobby area should be replaced with new LED fixtures with up/down optics and a more modern look.
4. The hanging pendants at the reception area should be replaced with new LED pendants.
5. Some money should be budgeted to re-lamp or replace some of the existing fluorescent fixtures/lamps with LED technology. Consider prescriptive rebates offered by Focus on Energy for these replacements. [2023 Lighting Catalog \(focusonenergy.com\)](https://www.focusonenergy.com/2023-lighting-catalog)
6. All lighting in new spaces shall be LED and shall have automatic controls as required by the Energy Code.

Fire Alarm

A. Summary

1. The existing fire alarm system is a Simplex 4100U. The CPU is at end of life. This system should be replaced with a new addressable fire alarm system. The existing system should be removed. Existing back-boxes and cabling may be re-used if appropriate for the new system.
2. The new system shall be ADA compliant and shall include all provisions and equipment needed for central station monitoring.
3. Extend coverage to the proposed new addition.

Telecommunications

A. Existing Conditions

1. The existing telecommunications system appears to be adequate for its current use. The owner's IT group may need to add some head-end hardware to accommodate the new addition.

B. Design Modification Requirements

1. New horizontal cabling, wall outlets, patch panel(s) and wifi outlets will be needed for the new addition.
2. Assume minimum Category 5e.
3. Install a new A/V system in the new auditorium/multi-purpose space.

Security Systems

A. Summary

1. A new CCTV system shall be installed:
 - a. For pricing purposes, assume 12 high definition POE cameras.
 - b. Store all views for 30 days. Compression, motion sensing and other techniques may be used to limit memory storage size.
 - c. System shall be capable of being viewed by users given specific access. The views may be accessed via the users' workstation or cell phone.
2. A new Access Control System shall be installed:

Community Center – Study Report
Architecture, HVAC, and Electrical

- a. All new and existing exterior doors shall be controlled.
- b. Assume about 10 interior doors to be controlled.
- c. Controlled doors shall have motion sensor egress, fobs and proximity readers. Coordinate with new door hardware being installed and use new mag-locks when necessary.
- d. Provide under desk or under counter duress alarms.
- e. Provide all provisions and equipment needed for central station monitoring.
- f. Remove the existing intrusion detection alarm system.

E. Furnishings

Furnishings

- A. Manual roller shades in windows.
- B. Modular office furniture in offices.
- C. Conference room table and office chairs in Conference rooms.
- D. Industrial shelving at janitor closets.

F. Special Construction & Demolition

Selective Building Demolition

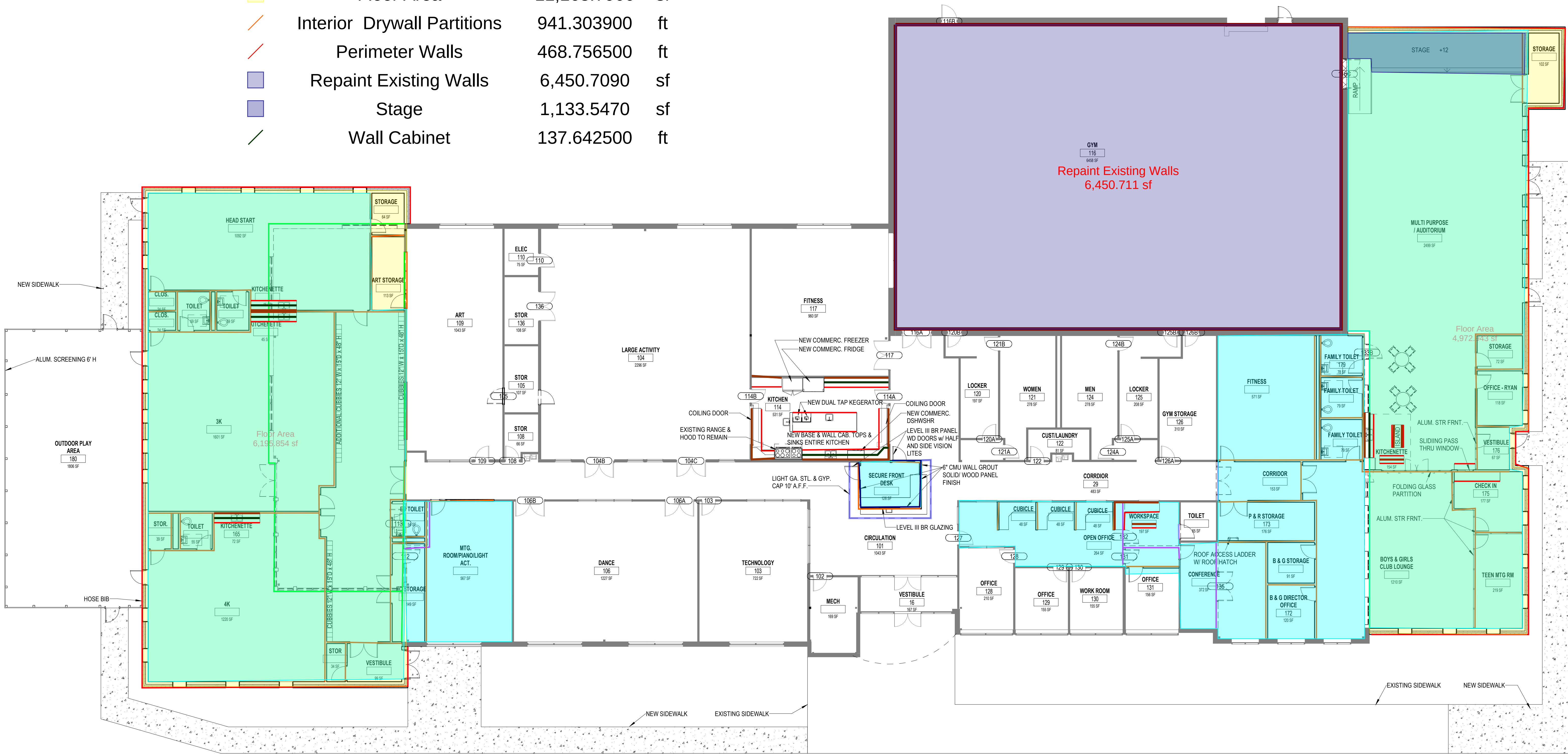
- A. Selective demolition would need to occur where new construction meets the existing building, and in existing spaces receiving alterations.

Conceptual Site Plan

Floor Plan

First Floor

Legend			
Description		Quantity	Unit
	6" Masonry Wall	73.385960	ft
	8' High Acoustical Wall Panels	327.148000	ft
	Acoustical Ceiling Renovations	14,209.8000	sf
	Base Cabinet	268.107900	ft
	Countertops	333.225300	ft
	Demo Exterior Walls	272.372900	ft
	Demo Interior Walls	74.265560	ft
	Drywall Soffit	44.600360	ft
	Floor Area	11,168.7900	sf
	Interior Drywall Partitions	941.303900	ft
	Perimeter Walls	468.756500	ft
	Repaint Existing Walls	6,450.7090	sf
	Stage	1,133.5470	sf
	Wall Cabinet	137.642500	ft



1 FIRST FLOOR - FLOOR PLAN
3/32" = 1'-0"

Consultant:

Project:

Jackson Community Center
Addition

Location:
NE CORNER OF JACKSON DR. &
HICKORY LANE

Key Plan:

Sheet:

FIRST FLOOR- FLOOR
PLAN OVERLAY

Scale:
3/32" = 1'-0"

Revisions:

No.	Date:	Description:

Date:

Issue Date

Project No.:

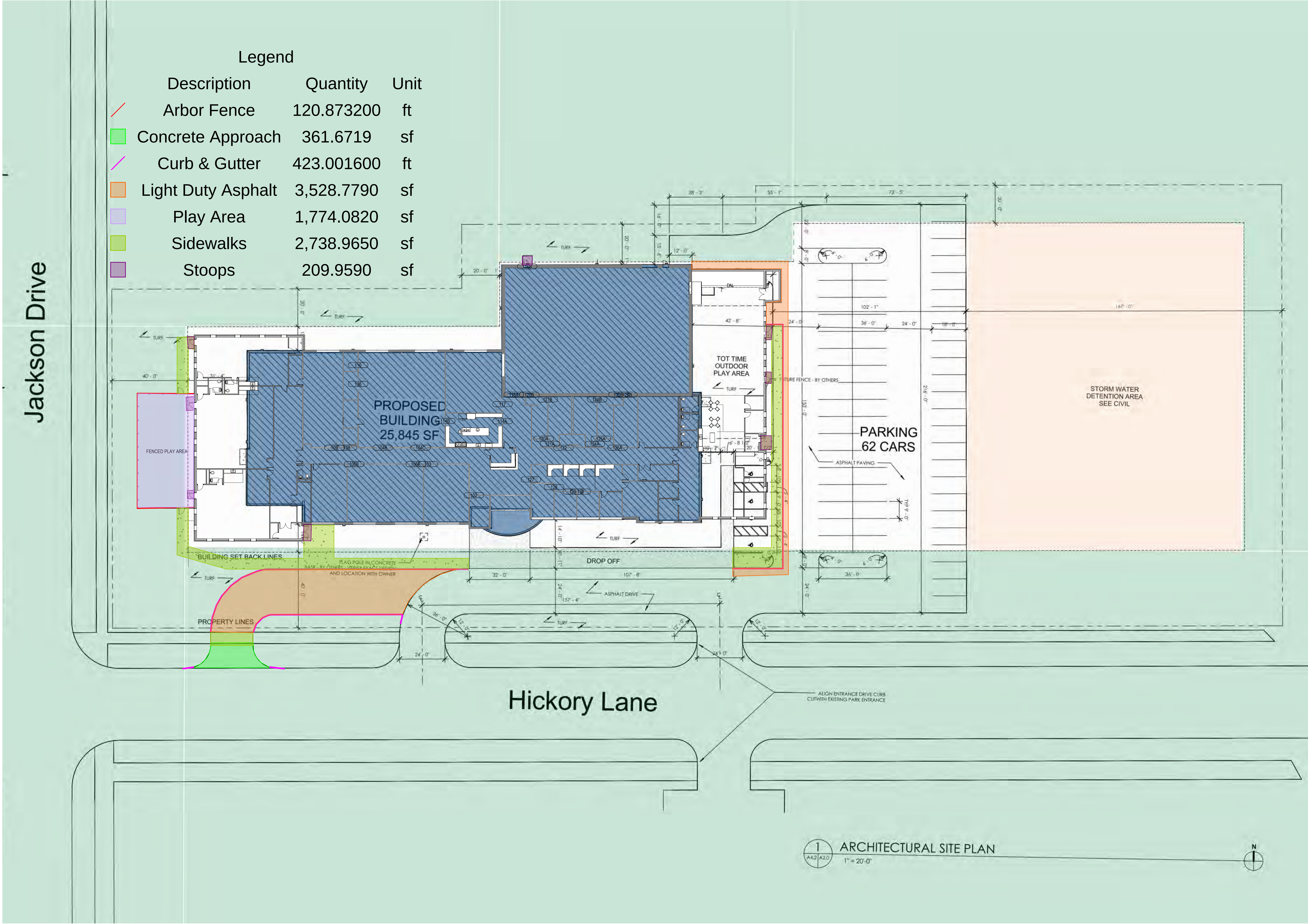
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Consultant:

Project:
Jackson Community Center
Addition

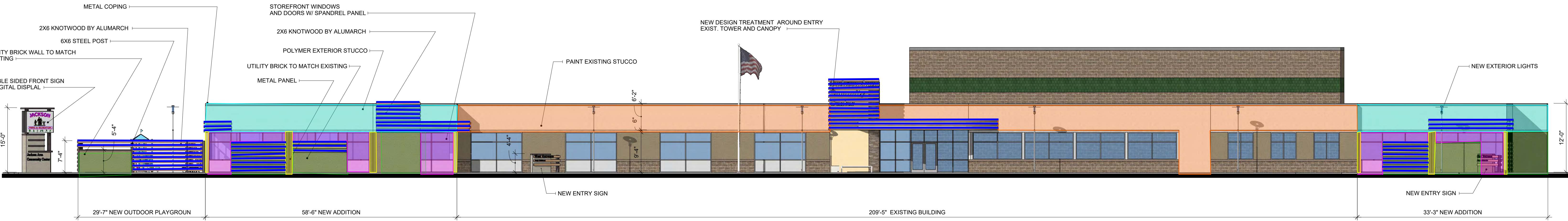
Location:
NE CORNER OF JACKSON DR. &
HICKORY LANE
Key Plan:

Sheet:
ARCHITECTURAL SITE
PLAN

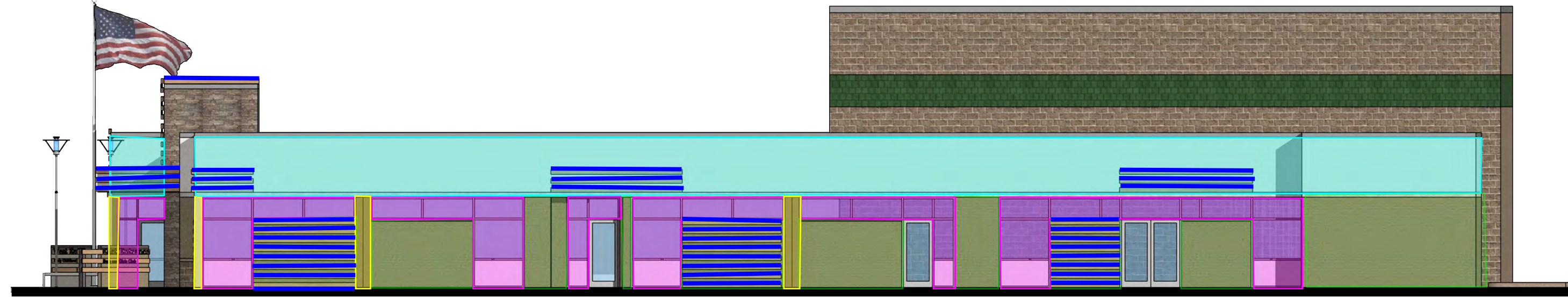
Scale: 1" = 20'-0"		
Revisions:		
No.	Date:	Description:

Date:
Issue Date
Project No.: 230026.00 (Owner) Project No.:
Owner Proj. No.:
Sheet No.:

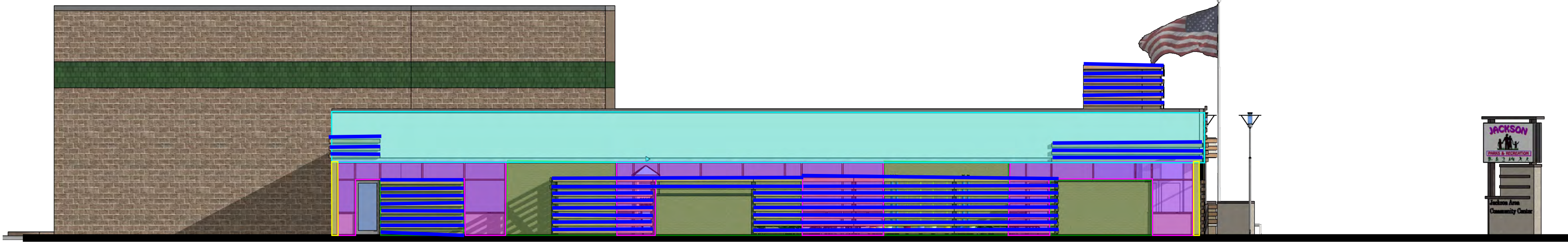
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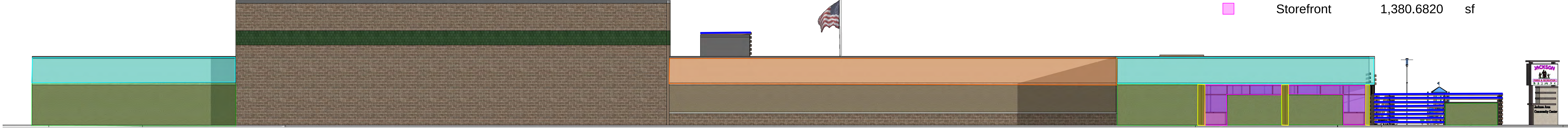
1 SOUTH ELEVATION
3/32"=1'-0"



2 EAST ELEVATION
3/32"=1'-0"



3 WEST ELEVATION
3/32"=1'-0"



4 NORTH ELEVATION
3/32"=1'-0"

Legend			
Description	Quantity	Unit	
Alumarch	1,994.247000	ft	
Brick	2,747.7810	sf	
EIFS	2,801.7940	sf	
Metal Panel	173.0205	sf	
Repaint Existing EIFS	1,831.6330	sf	
Storefront	1,380.6820	sf	



Jackson Area
Community
Center

WORLD
CLASSIFICATION
North Carolina



Jackson Area
Community
Center

West 1 Entrance











East Entrance
Boys and Girls Club





Jackson Community Center Additions/Renovations Budget- Summary

Description		Building Addition/Renovations	Site Improvements	TOTALS
Gross Area (SF)		14,209		14,209
Sitework		\$177,526	\$429,105	\$606,631
Concrete		\$187,472	-	\$187,472
Masonry		\$139,424	-	\$139,424
Metals		\$284,700	-	\$284,700
Carpentry		\$277,290	-	\$277,290
Doors & Hardware		\$122,600	-	\$122,600
Glass and Glazing		\$173,000	-	\$173,000
Moisture & Thermal Protection		\$301,048	-	\$301,048
Drywall		\$292,518	-	\$292,518
Acoustical Ceilings		\$103,545	-	\$103,545
Flooring		\$158,792	-	\$158,792
Painting		\$49,545	-	\$49,545
Specialties		\$98,275	-	\$98,275
Signage Allowance		\$23,500	-	\$23,500
Equipment		\$20,000	-	\$20,000
Furnishings		\$70,000	-	\$70,000
Fire Protection		\$49,234	-	\$49,234
Plumbing		\$172,000	-	\$172,000
HVAC		\$306,300	-	\$306,300
Electrical		\$464,025	-	\$464,025
Subtotal		\$3,470,794	\$429,105	\$3,899,898
General Conditions		\$277,664	\$34,328	\$311,992
Building Permit		\$4,973	\$4,291	\$9,264
Over Excavation/Lean Mix Contingency		Not Included	Not Included	Not Included
Subtotal		\$3,753,430	\$467,724	\$4,221,154
Construction Management Fees				
Construction Management Fee	6.0%	\$225,206	\$28,063	\$253,269
Libability Insurance	0.85%	\$33,818	\$4,214	\$38,033
Contingency	10%	\$375,343	\$46,772	\$422,115
Total Costs		\$4,387,798	\$546,774	\$4,934,572
OTHER ITEMS NOT INCLUDED ABOVE				
Testing Services; Soils & Concrete Allowance		7,500	2,500	\$10,000
Soil Borings Allowance		5,000	0	\$5,000
DESIGNER COST				
Preconstruction Budget Fee		\$10,000	0	\$10,000
Architectural & Engineering Fees	6.5%	\$243,973	\$30,402	\$274,375
State Plan Fee & Printing Allowance		7,000	0	\$7,000
Total Project Costs		\$4,661,271	\$579,676	\$5,240,947
	\$/SF	\$ 328.05	\$ 40.80	\$ 368.85

Exclusions

- City Assessment & Impact Fees
- Hazardous Material Abatement , If Any
- WE Energies Charges

Jackson Community Center Addition-Renovation

Building Detail

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Sitework-Demo				
Building Excavation,backfill	11,168	SF	\$2.50	\$27,920
Building Stone	11,168	SF	\$1.00	\$11,168
Site Removals	1	Allow	\$10,000.00	\$10,000
Site Grading & Stone	1	Allow	\$20,000.00	\$20,000
Flooring Removal	11,863	SF	\$1.00	\$11,863
Ceiling Removal	11,863	SF	\$1.00	\$11,863
Exterior Wall Removal	4,080	SF	\$3.50	\$14,280
Roof Structure Removal	8,104	SF	\$8.00	\$64,832
Doors & Frames	8	EA	\$75.00	\$600
Misc. Removals	1	LS	\$5,000.00	\$5,000
Temporary Enclosures		SF		Not Included
Subtotal				\$177,526
Concrete				
Continuous Footings Perimeter	468	LF	\$35.00	\$16,380
Column Pads	6	EA	\$600.00	\$3,600
Stoop Footings	113	LF	\$40.00	\$4,520
Stoop Walls	452	SF	\$38.00	\$17,176
Stoop SOG	210	SF	\$10.00	\$2,100
Foundation Walls	1,872	SF	\$35.00	\$65,520
Slab on Grade - 6"	11,168	SF	\$6.50	\$72,592
Ashford Concrete Sealer & Sealant (Densifier)	11,168	SF	\$0.50	\$5,584
Subtotal				\$187,472
Masonry				
Masonry Veneer	2,748	SF	\$38.00	\$104,424
Masonry Interior Patching	1	Allow	\$5,000.00	\$5,000
New Masonry Opening	3	EA	\$10,000.00	\$30,000
Subtotal				\$139,424
Metals				
Metal Roof Structure & Lintels	11,168	SF	\$25.00	\$279,200
Lintel for two new openings	2	Allow	\$1,500.00	\$3,000
Roof Ladder	1	Allow	\$2,500.00	\$2,500
Subtotal				\$284,700
Carpentry				
Rough Carpentry				
Roof Blocking - Labor & Material	936	LF	\$15.00	\$14,040
Expansion Joint Blocking	320	LF	\$15.00	\$4,800
New Kitchen Cabinets & Tops				
Base Cabinets	268	LF	\$300.00	\$80,400
Wall Cabinets	138	LF	\$275.00	\$37,950
Solid Surface Tops	333	LF	\$150.00	\$49,950
New Front Desk	1	Allow	\$20,000.00	\$20,000
Raised Stage	1,133	SF	\$50.00	\$56,650
Stage Ramps	1	Allow	\$3,500.00	\$3,500
Bullet Proof Glass Allowance at Reception	1	Allow	\$10,000.00	\$10,000
Subtotal				\$277,290

Jackson Community Center Addition-Renovation

Building Detail

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Doors & Windows				
Hollow Metal Doors, Frames & Hardware Exterior	37	EA	\$2,500.00	\$92,500
Bullet Resistant Doors	2	EA	\$4,000.00	\$8,000
Borrowed Lites	6	EA	\$600.00	\$3,600
Gym Overhead Door	1	EA	\$3,500.00	\$3,500
Coiling Door	2	EA	\$7,500.00	\$15,000
			Subtotal	\$122,600
Glass and Glazing				
Entrance Doors	11	EA	\$3,000.00	\$33,000
Interior Alum. Doors	3	EA	\$2,750.00	\$8,250
Interior Alum Storefront	440	SF	\$55.00	\$24,200
Folding Glass Partiton	120	SF	\$200.00	\$24,000
Sliding Pass Thru Window	1	EA	\$750.00	\$750
Windows	1,380	SF	\$60.00	\$82,800
			Subtotal	\$173,000
Moisture & Thermal Protection				
New 60Mil Fully Adhered Roof	11,168	SF	\$17.00	\$189,856
Existing Roof				No Work
Expansion Joint	320	LF	\$25.00	\$8,000
Roof Hatch	1	Allow	\$2,500.00	\$2,500
Caviseal Gold Spray foam/AB	5,724	SF	\$6.50	\$37,206
Metal Panel Wraps	174	SF	\$75.00	\$13,050
EIFS	2,802	SF	\$18.00	\$50,436
			Subtotal	\$301,048
Drywall				
Exterior Wall Framing & Sheathing	7,020	SF	\$15.00	\$105,300
Furred Walls on Existing	4,480	SF	\$7.50	\$33,600
Drywall Soffit at Reception	50	LF	\$45.00	\$2,250
Interior Walls	12,614	SF	\$12.00	\$151,368
			Subtotal	\$292,518
Acoustical Ceiling				
New Ceilings	14,210	SF	\$4.50	\$63,945
Acoustical Wall Panels at Gym 330LF x 8'	2,640	SF	\$15.00	\$39,600
			Subtotal	\$103,545
Flooring				
Carpet Tile	1,705	SF	\$5.50	\$9,378
Polished Concrete	6,663	SF	\$5.50	\$36,647
Rebuff Existing Polished Concrete	2,556	SF	\$3.50	\$8,946
Resilent Rubber Flooring	665	SF	\$16.00	\$10,640
LVT	5,597	SF	\$8.00	\$44,776
Vinyl Base	6,463	LF	\$2.50	\$16,156
Refinish Gym & Dance Floors & Restripe	6,450	SF	\$5.00	\$32,250
			Subtotal	\$158,792
Painting				
Paint new walls	23,500	SF	\$0.95	\$22,325
Paint Frames	69	EA	\$95.00	\$6,555
Paint Metal Doors	8	EA	\$95.00	\$760
Repaint & Seal Existing Exterior EIFS	1,832	SF	\$5.00	\$9,160
Repaint Walls of Remodeled Area only	3,042	SF	\$2.50	\$7,605
Repaint Exterior Green Strip on Gym	660	SF	\$4.00	\$2,640
Repaint area by new overhead door	1	Allow	\$500.00	\$500
Repaint All Interior Existing Walls	12,500	SF	\$2.75	Not Included
			Subtotal	\$49,545
Specialties				
Fire Extinguishers	6	EA	\$250.00	\$1,500
FRP at Toile Room Walls	7	EA	\$500.00	\$3,500
Bath Room Accessories	7	EA	\$500.00	\$3,500
2x6 Knotwood Alumarch	1,995	LF	\$45.00	\$89,775
			Subtotal	\$98,275

Jackson Community Center Addition-Renovation Building Detail

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Signage				
Interior Room Signage	1	Allow	\$1,000.00	\$1,000
Reclad Entrance Canopy	1	Allow	\$15,000.00	\$15,000
Replace Front Entrance Sign on Building	1	Allow	\$7,500.00	\$7,500
			Subtotal	\$23,500
Equipment				
New Appliances	1	Allow	\$20,000.00	\$20,000
			Subtotal	\$20,000
Furnishings				
FF&E	1	Allow	\$50,000.00	\$50,000
Cubbies	82	EA	\$200.00	\$16,400
Blackout Shades in Auditorium	120	SF	\$30.00	\$3,600
			Subtotal	\$70,000
Fire Protection				
Fire Sprinkler System	11,168	SF	\$4.00	\$44,672
Relocate Heads	3,041	SF	\$1.50	\$4,562
			Subtotal	\$49,234
Plumbing				
8 ea ADA toilets	1	LS	\$170,000.00	\$170,000
8 ea wall mounted lavs w/sensors	-			
2 ea hub drains				
Remove and replace hand sink prep sink and 3 comp sink in kitchen				
4 ea 3322 SS sinks w/gooseneck faucets				
9 ea floor drains				
2 ea 50 gal water heaters				
Concrete removal				
Replace existing grease trap with new Schier GB3 for new demand				
4 ea roof drains to storm				
4 ea overflows				
Relay existing 10" storm sewer in schedule 40PVC in addition				
Upsize water meter to 2"				
Upsize piping through softner to 2-1/2" for ne demand				
PVC drain and vent				
Copper water piping				
Insulate exposed water pip				
Hose Bib at Playground Area	1	Allow	\$2,000	\$2,000
			Subtotal	\$172,000
HVAC				
Gym Replace (2) 15 ton RTU	1	LS	\$306,300.00	\$306,300
Large Activity Replace (1) 17.5 Ton RTU				Included
Rework & Modify Distribution for Secure Front Desk & Office				Included
15 ton RTU for Multi Purpose/Auditorium				Included
5 ton RTU for Boys & Girls6				Included
7.5 ton RTU for 4K, corridor and West Addition				Included
7.5 ton RTU for 3K and Head Start				Included
Gas Piping				Included
Ceiling Exhaust fans and ducting for rest rooms				Included
Temperature Controls				Included
Test & Balancing				Included
			Subtotal	\$306,300

Jackson Community Center Addition-Renovation

Building Detail

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Electrical				
Building Electrical	1	LS	\$271,140.00	\$271,140
Building Lighting				Included
155 ea 2x4 lay in fixtures				Included
5 ea 4' strip light fixtures				Included
5 ea 8' strip light fixtures				Included
15 ea two head emergency light fixtures w/Battery Backup				Included
24 ea two head exit light fixtures w/battery backup				Included
8 ea two head remote egress light fixtures				Included
Lighting controls				Included
101 ea duplex receptacles				Included
4 ea dedicated duplex receptacles				Included
19 ea GFI				Included
6 ea weatherproof GFCI receptacles				Included
4 ea weatherproof receptacles				Included
2 ea 30 amp hwater heaters circuits				Included
1 ea 100 amp circuit for RTU 11				Included
1 ea 60 amp circuit to RTU 12				Included
1 ea 60 amp circuit to RTU 13				Included
1 ea 60 amp circuit to RTU 14				Included
Disconnect 3 existing RTU's and reconnect new with existing circuits				Included
4 ea 20 amp circuits for roof mounted exhaust fans				Included
2 ea 20amp circuits for 3KW EWH				Included
2 ea 200 amp panels				Included
Upgrade existing Lighting	1	Allow	\$46,000.00	\$46,000
Upgrade Fire Alarm System	1	LS	\$45,945.00	\$45,945
Remove existing fire alarm system				Included
Install 1 main fire alarm control panel				Included
Install 1 smoke detector				Included
Install 4 duct detectors				Included
Install 4 dual input monitot modules				Included
Install 2 weatherproof horn/strobe devices				Included
Install 39 ceiling mounted strobe devices				Included
Install 15 ceiling mounted strobe devices				Included
Install 1 remote annunciator panel				Included
Power to Motorized Shades	6	EA	\$400.00	\$2,400
Low Voltage Security Allowance & Access Control, AV	1	Allow	\$88,540.00	\$88,540
Install 28 wall openings w/2 cat 6 cables				Included
Install 1 wall mounted rack w/2 48-port patch panels				Included
Install 21 access door locations				Included
Install 5 panic.duress buttons				Included
Install 4 ea 4MP exterior dome cameras				Included
Install 48 ea 4 MP interior dome cameras				Included
Install 1 6TB micro server				Included
Furnish & Install speakers and Volume Controls in Mutli/Aud	1	Allow	\$10,000.00	\$10,000
Misc Demo				Included
			Subtotal	\$464,025

Jackson Community Center Additions/Renovations

Site Improvements Detail

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Sitework				
Tree & Landscape Removal	1	LS	\$2,600.00	\$2,600
Remove curb and asphalt drive	1	LS	\$5,800.00	\$5,800
Erosion Control Measures	1	LS	\$3,700.00	\$3,700
Strip Topsoil for reuse	1	LS	\$1,700.00	\$1,700
Rough Grade	1	LS	\$3,900.00	\$3,900
Sign Base Excavation	1	LS	\$1,800.00	\$1,800
Finish Grading	1	LS	\$3,450.00	\$3,450
Site Concrete Stone	1	LS	\$2,800.00	\$2,800
Clean up site and respread topsoil	1	LS	\$2,500.00	\$2,500
Paving				
Asphalt Paving & Stone Base	326	SY	\$50.00	\$16,306
Paving Stone Base	326	SY	\$15.00	\$4,890
Add Asphalt path to new overhead door	1	Allow	\$7,500.00	\$7,500
Site Concrete				
Sidewalks	2,874	SF	\$7.50	\$21,555
Curb & Gutter	455	LF	\$30.00	\$13,650
Concrete Approach	484	SF	\$10.00	\$4,840
Retaining Wall Footing	-	lf	\$30.00	NA
Retaining Wall	-	sf	\$30.00	NA
Retaining Wall Railing	-	lf	\$65.00	NA
Site Utilities & Storm Water Management				
Pavement Patching	1	Allow	\$10,000.00	\$10,000
Sanitary Sewer	1	LS	\$10,000.00	\$10,000
Storm Sewer	1	Allow	\$30,500.00	\$30,500
Outdoor Play Area				
Brick Wall Footing	52	LF	\$40.00	\$2,080
Brick Wall Foundation	208	SF	\$45.00	\$9,360
Brick Wall	364	SF	\$40.00	\$14,560
Concrete Stone Base	1,171	SF	\$2.00	\$2,342
Concrete SOG	1,171	SF	\$10.00	\$11,710
Pourable in Place Rubber surfacing	1,171	SF	\$22.00	\$25,762
Steel Column Framed Arbor & Gates	1	LS	\$25,000.00	\$25,000
Set Steel Columns	20	EA	\$550.00	\$11,000
6' Alumarch Fencing		LF		w/ Bldg Alumarch
Asphalt Bike Path at Interior of Playground	67	SY	\$75.00	\$5,000
Sensory Playground Equipment	1	Allow	\$45,000.00	\$45,000
Plantings	1	Allow	\$5,000.00	\$5,000
Electronic Monument Sign and base	1	Allow	\$45,000.00	\$45,000
New Ground Signage	2	EA	\$10,000.00	\$20,000
Site Lighting				
6 ea LED light pole heads to replace existing(existing poles to remain)				Included
4 ea LED bollards in existing locations				Included
1 ea LED bollard in new location				Included
3 ea LED flagpole light fixtures				Included
4 ea concrete bases				Included
1 ea 20 amp circuit to monument sign				Included
11 ea building mounted wall pack light fixtures				Included
Landscaping	1	ALLOW	\$25,000.00	\$25,000
			Subtotal	\$429,105

JCC EXPANSION PROJECT ESTIMATE BREAKOUT

5/1/2023

	Description	Total
NEW CONSTRUCTION		
<i>(Includes building permits, Design, addl. Engineering, Bid docs.)</i>	Addition/Renovations (approx. 14,209 sq. ft.)	\$4,661,271.00
	Site Improvements	\$579,676.00
	<i>(Front desk-safety, office area, kitchen, 3-HVAC units, fire/burglar alarm, exterior painting, gym, dance & concrete floor maintenance)</i>	
	TOTAL	\$5,240,947.00
DEFERRED MAINTENANCE		
<i>These are maintenance items that are included in the project cost. If the project is not approved, most of these items will need to be budgeted in Capital Projects within the next 1-3 years.</i>	Kitchen cabinets/counters	\$168,300.00
	<i>(cabinets keep falling off, counters are very chipped)</i>	
	Coiling doors for kitchen service area	\$15,000.00
	<i>(need better doors for sound proofing)</i>	
	Rebuff polished concrete	\$8,946.00
	Refinish Gym & Dance Floors, & Line	\$32,250.00
	Repaint Exterior EIFS	\$9,160.00
	<i>(currently white and moldy)</i>	
	Chair & Table Replacement	\$50,000.00
	<i>(for large gathering areas)</i>	
	2-Gym HVAC units and 1-Gathering Hall HVAC unit	\$92,000.00
	Upgrade lighting in Gym, Lobby & Hallways to LED	\$46,000.00
	Upgrade Fire/Burglar Panel	\$45,945.00
	<i>(will not be able to service our unit soon)</i>	
	TOTAL	\$467,601.00
POTENTIAL SHARED COSTS		
	Blackout Shades for Auditorium Windows	\$3,600.00
	<i>(Kettlebrook)</i>	
	Security Access Doors, East & West Wings	\$88,540.00
	<i>(Boys & Girls Club and WBSD)</i>	
	LED JCC Message Sign Board	\$34,800
	<i>(Boys & Girls Club, Kettlebrook and WBSD)</i>	
	TOTAL	\$126,940.00

Notes:

*Approx. \$422,115.00 in contingency



STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: April 20, 2023

Agenda Item: Item #3

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

From: Collin Johnson, Director of Inspections & Zoning

Subject: Concept Plan – Jackson Townhouses for properties identified as Tax Parcels:
V3_019700N, V3_019700U, V3_019700T – James Kupfer

Background and Analysis:

The developer is seeking feedback on their proposal which includes the construction of 36-apartment units located upon a 3.65-acre parcel. The parcel, which was created from three separate parcels, is bordered on the south and west by established commercial retail businesses and on the north by a Community Based Residential Facility (CBRF). The site is accessed by a private, shared roadway that connects to Eagle Drive just south of State Highway 60.

The development would include 2, two-story, townhome style buildings with a total of 36 private entry apartments. Each unit would consist of three bedrooms ranging between 1,390 and 1,446 square feet. The buildings would be fully sprinklered.

Parking would include a total of 43 detached garages and 80 surface parking stalls, in addition to the 15 stalls that currently exist which would be shared with the CBRF for staff and visitor parking.

Comprehensive Plan & Zoning Impacts:

The Village Comprehensive Plan Land Use Map identifies the majority of the parcel as Multi-Family/High-Density Urban Residential with a small portion of land located along the south property line designated as wetlands.

The current zoning is defined as Planned Unit Development (PUD) however, staff has recommended rezoning the parcel to R-8 Multiple-Family Residential. The R-8 zoning district (included below) requires a minimum lot area of 3,500 square feet for each 3-bedroom unit for a total of 126,000 sf. The 3.65-acre lot is 158,994 sf in area which complies with the zoning standard. Staff is working with the developer and our Planning Consultant to clarify the setback requirements for the landlocked parcel.

Site Plan:

See attached site plan.

Additional Staff Comments:

Building Inspection:

Staff are reviewing site plan with the developer including setbacks, parking, and future building elevations.

- Garage and 6-unit building encroaches within the west setback.
- 6-unit building encroaches within the north setback.
- 6-unit building and patios extend beyond the north property line.
- A total of 80 parking stalls are proposed in addition to the 43 private garages.

- o Village ordinance requires a minimum of two (2) parking stalls per dwelling unit for a total of 72. Of those.
- o The minimum number of ADA stalls required is based on the total number of stalls available. Additional “visitor” stalls may also be provided.
- Building elevations should be provided on drawings.

Public Works:

- Stormwater Management Plan, how existing underground utility will be used, and where the water meters will be installed shall be addressed during the Conditional Use submittal.
- Show the floodplain in the 20 ft access on the east side of the property on the plans.
- Trash and recycling collection will not be part of the Village Contract.

Fire Department:

- FD has been in contact with the engineer on being able to access the complex with our Ladder truck. Measurements were given. They have come up with a drawing that I am still not in agreement with. Will request that they take out the island in the entrance to make it more feasible for more than one emergency vehicle to access the entire complex. I will not except going around a parking lot to gain access. The proposed access is many times clogged up with either taxi, ambulances, medical vans, deliveries trucks, police vehicles, visitor, and senior transportation. We cannot allow this and take a chance.
- Request the FDC be placed at the nearest end (North) to the entrance.
- Concerns on the shared parking lot with Forest View Manor.

Review Procedures:

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

Notice Requirements:

- Posting on the agenda

Potential Action:

No Action Necessary – Discussion Only

Attachments:

1. Location Map and Preliminary Certified Survey Map (CSM) dated 2/15/23
2. Proposed Site Plan and Building Concept Plans

Village of Jackson
PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

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

Property Address: Eagle Drive Unit: _____ Jackson, WI

Parcel #: New CSM approved, Lot Size: 159,096 sq. ft. Building Area: 23,035 sq. ft.
will provide when determined.

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

APPLICANT INFORMATION

Name(s): James Kupfer

Mailing Address: 4707 W. JENNA CT., Franklin State WI Zip 53132

Office: (____) _____ Cell: (414) 736-5300 Fax: (____) _____

Email: jk5300@hotmail.com

BUSINESS INFORMATION (If New Business)

Legal Business Name: _____

D/B/A: _____ FEIN #: _____

Mailing Address: _____ State _____ Zip _____

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

Email: _____

Website: _____

PROPERTY OWNER INFORMATION

Name(s): Cynthia Minshall

Address: 4707 W. JENNA CT., Franklin State WI Zip 53132

Office: (____) _____ Cell: (414) 736-5300 Fax: (____) _____

Email: _____

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: AMERICAN ARCHITECTURAL GROUP

Primary Contact: Adam Hertel

Address: 3350 S. River Road State WI Zip 53095

Office: (414) 334-3811 Cell: (____) _____ Fax: (____) _____

Email: adam@teamaag.net

Please provide as much detailed information as possible. (Add additional pages if needed.)

Briefly explain what you are requesting to be reviewed and/or approved: Concept plan, develop 36 unit multi-family townhomes with detached garages.

Provide a brief overview of proposed use(s) of entire property and/or lease space: 36 unit multi-family townhomes with detached garages

Hours of Operation: 24/7 365, residential housing

Provide a brief overview of proposed daily on-site operations: _____

Describe any potential environmental impacts from the proposed use including but not limited to exterior storage, noise, smoke, dust, odors, hazardous materials, vibration, horns, speakers, vehicles and equipment operation and exterior generators, HVAC, or other stationary mechanical equipment, etc.: Pedestrian traffic and personal vehicles

Describe all businesses, properties and other entities located adjacent to the proposed use: Grocery store (Piggly Wiggly)
Hardware store
Senior living community

Describe any proposed, development, on-site improvements or other construction/remodeling activities: 36 unit, two story, garages, sidewalks, driveways, parking areas, dumpster, enclosure

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

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: Driveways and sidewalks. Residential style landscaping

Describe any proposed on-site security measures including site lighting: N/A, TBD

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

Describe the projected traffic circulation and impacts: _____
Light duty traffic to and from, vehicle traffic in and out of garages.

List all setbacks from rights-of-way and property lines and height limitations: _____
30' R.O.W. from all streets, 20' side yard, 25' rear yard. Principle building 35', Accessory building 15'

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: N/A

Does this project require other Jurisdictional Approvals from other Governmental or Regulatory entities?
☒ No ☐ Yes If yes, explain: _____

Describe any proposed signage including type, size, and location: N/A, TBD

If construction is proposed, describe proposed exterior building materials (type, color, etc.): Hardie Plank Vertical Lap Siding (blue). Panelize stone veneer (Terracotta, Cream Color). Hardie Plank Horizontal Lap Siding (White). Amerimax Metal Roofing (Black).

Garage: Boulder Creek Stone Products (Delorean Gray Motor), Vinyl Lap Siding Smooth 5" Exposure (charcoal smoke), Certainteed, Three-Tab-Strip asphalt shingles with ridge vent (weathered wood)

Describe any site-specific features/constraints, etc.: Wetlands located on the North and South edges of the property

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____
43 detached garage parking units. 80 on-site parking stalls with 4 dedicated stalls for handicapped parking.

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): N/A

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____
Dumpster enclosure will be provided for trash and recycling. Screening/buffering to match proposed garage materials.

Projected Sewer/Wastewater Usage: _____ gal/year

Projected Water Usage: _____ gal/year

ACKNOWLEDGEMENT & SIGNATURES

I/We hereby certify that I/We have reviewed the above Village of Jackson Plan Commission application and requirements, and hereby certify that the above information, attachments, and exhibits are complete, true and correct. I/We further understand that any missing or incomplete information may result in a delay of the review of this application. The Village reserves the right to request additional information as deemed necessary.

You MUST sign and date this Application!

Applicant Name (Print): Cynthia Minshall
Applicant Signature: Cynthia Minshall
Co-Applciant Name (Print): James Kupfer
CO-Applciant Signature: James Kupfer
Date of Application: 3/31/23

SUBMIT TO: Village of Jackson – Building Inspection Dept.
W194 N16660 Eagle Drive
Jackson, WI 53037

PAYMENT INFO: Payment is required at the time of submittal.
Cash, Checks, or Credit Cards are accepted (fees apply)
(Make checks payable to Village of Jackson)

QUESTIONS?

Zoning Director: For questions concerning application submittal, zoning, or technical questions.
Phone: (262) 677-9696
Email: collin.johnson@villageofjacksonwi.gov
Village Clerk: For all general questions concerning notices, meeting dates and times, etc.
Phone: (262) 677-9001 Ext. 213
Email: jilline.dobratz@villageofjacksonwi.gov

TERMS OF THIS PERMIT

1. This permit shall become effective upon Village approval and where required, the execution and recording by the owners of the premises of an acceptance hereof in such form as to constitute an effective covenant running with the land.
2. The permit shall be void unless: (a) pursuant to the Building and Zoning Codes of the Village, the approved use is commenced or (b) the building permit is obtained within 12 months of the date of Village Board approval.
3. This approval is subject to amendment and termination in accordance with the provisions of the Zoning Code of the Village of Jackson.
4. Construction and operation of this permit shall be in strict conformity to the approved building, site, and operational plans which were filed in connection with the application for this approval (as attached and/or referenced).
5. Any of the conditions of this permit which would normally be the responsibility of the tenants of the premises, shall be made a part of their lease by the owner.

VILLAGE APPROVAL:

☐ TEMPORARY Expiration Date: _____, 20____

Plan Commission Approval: Meeting Date: _____, 20____

Village Board Approval: Meeting Date: _____, 20____

In-House Approval (O-T-C): Date: _____, 20____

Approved by: Village Administrator

Conditions and Duration of Approval:

Depending on the request, approvals shall generally be continual or temporary in nature. ALL approvals are subject to the Conditions of Approval outlined below. All conditional or special uses/approvals shall, upon complaint, be subject to review, amendment, or revocation by the Village. Where temporary approvals are issued, such approvals shall be subject to the time limitations specified.

Conditions of Approval: _____

APPLICATION DENIED: Date: _____, 20____

Staff Initials: _____

Reason for Denial: _____

FOR OFFICE USE ONLY
Acct. #: 100-00-45730-000-00

Date Received: 3-31-23

Amount: \$ 50.00

Payment Type: CH / CC / CASH

Check/Rcpt. #: 13944

Received By: cmf

VILLAGE OF JACKSON

N168W19851 MAIN ST

JACKSON, WI 53037

Receipt Nbr: 269075**Date:** 4/04/2023**Check****RECEIVED
FROM**

AMERICAN CONSTRUCTION SERVICES

\$50.00

Type of Payment

Accounting

Description

PLANNING / ZONING FEES

JACKSON TOWNHOMES CONCEPT PLAN

Amount

50.00

TOTAL RECEIVED50.00

Receipt Memo:

JACKSON TOWNHOMES CON PLAN/CK#13944



March 31, 2023

Village of Jackson
N168W19851 Main Street
Jackson, WI 53037

RE: Jackson Townhomes

Dear Plan Commission Members:

We are writing to express our intent to submit a proposal for concept plan review for the construction of (2) two-story townhomes in the area. The proposed project will consist of two separate buildings, one of which will house 30 units, while the other will house six units. Both buildings will share the same parcel.

The first building, which will house 30 units, will be a two-story structure with a modern and contemporary design. The building will be built using typical residential materials and host private patios for each unit. The townhomes will alternate between 1,390 and 1,446 square feet, consisting of three-bedroom units.

The second building, which will house six units, will be smaller but identical in design language and layout to the first.

On-site garage parking will be provided for the tenants of the building as well as additional parking stalls. The design language will match or complement the townhomes.

We believe that these two townhome buildings will be a significant contribution to the local community, providing much-needed housing options for individuals and families in the area. We are committed to working closely with the Plan Commission to ensure that our proposal meets all relevant regulations and guidelines and to address any concerns or questions that may arise during the review process.

Thank you for your consideration of our proposal, and we look forward to the opportunity to work with you to bring these two townhome buildings to fruition.



Location Map

CERTIFIED SURVEY MAP # _____

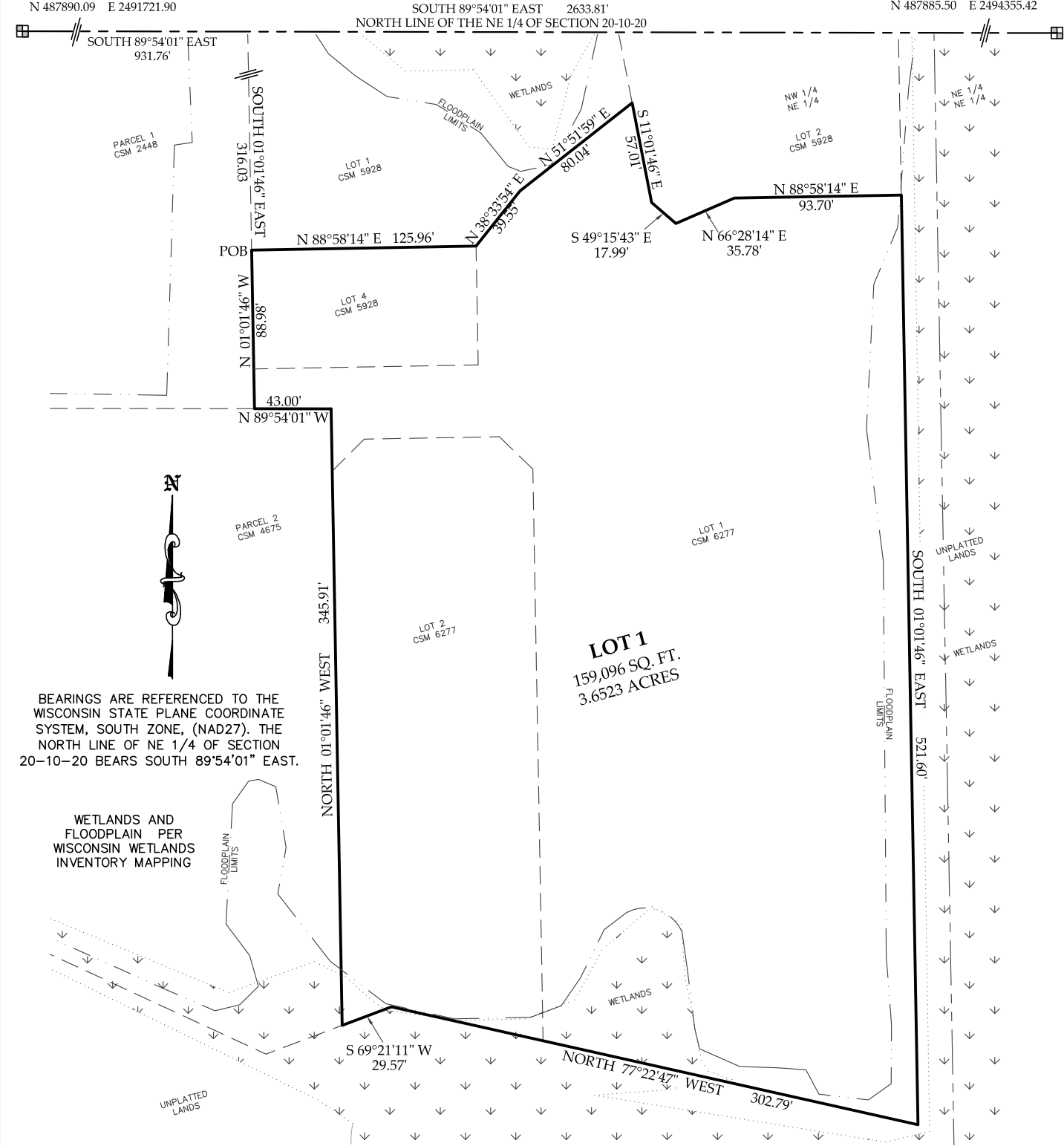
TO COMBINE LOT 4 OF CERTIFIED SURVEY MAP 5928, RECORDED AS DOCUMENT NO. 1099155, AND LOT 1 AND LOT 2 OF CERTIFIED SURVEY MAP 6277, RECORDED AS DOCUMENT NO. 1207843, BEING PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 20, TOWNSHIP 10 NORTH, RANGE 20 EAST, IN THE VILLAGE OF JACKSON, COUNTY OF WASHINGTON, STATE OF WISCONSIN.

PRELIMINARY

NORTHWEST CORNER OF THE
NE 1/4 OF SECTION 20-10-20.
FOUND CONCRETE MONUMENT.
N 487890.09 E 2491721.90

OWNER:
CYNTHIA R. MINSHALL
4707 JENNA CT.
FRANKLIN, WI 53132

NORTHEAST CORNER OF THE
NE 1/4 OF SECTION 20-10-20.
FOUND CONCRETE MONUMENT.
N 487885.50 E 2494355.42

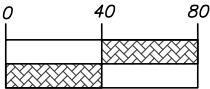
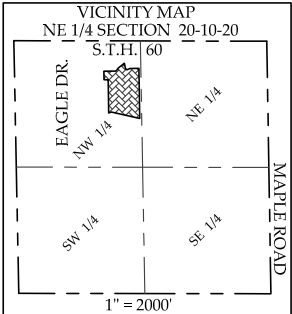


BEARINGS ARE REFERENCED TO THE
WISCONSIN STATE PLANE COORDINATE
SYSTEM, SOUTH ZONE, (NAD27). THE
NORTH LINE OF NE 1/4 OF SECTION
20-10-20 BEARS SOUTH 89°54'01" EAST.

WETLANDS AND
FLOODPLAIN PER
WISCONSIN WETLANDS
INVENTORY MAPPING

LEGEND

- 1" IRON PIPE FOUND,
OR AS NOTED
- 3/4"x18" REBAR WEIGHING
1.13 LBS/FOOT SET.



PSE

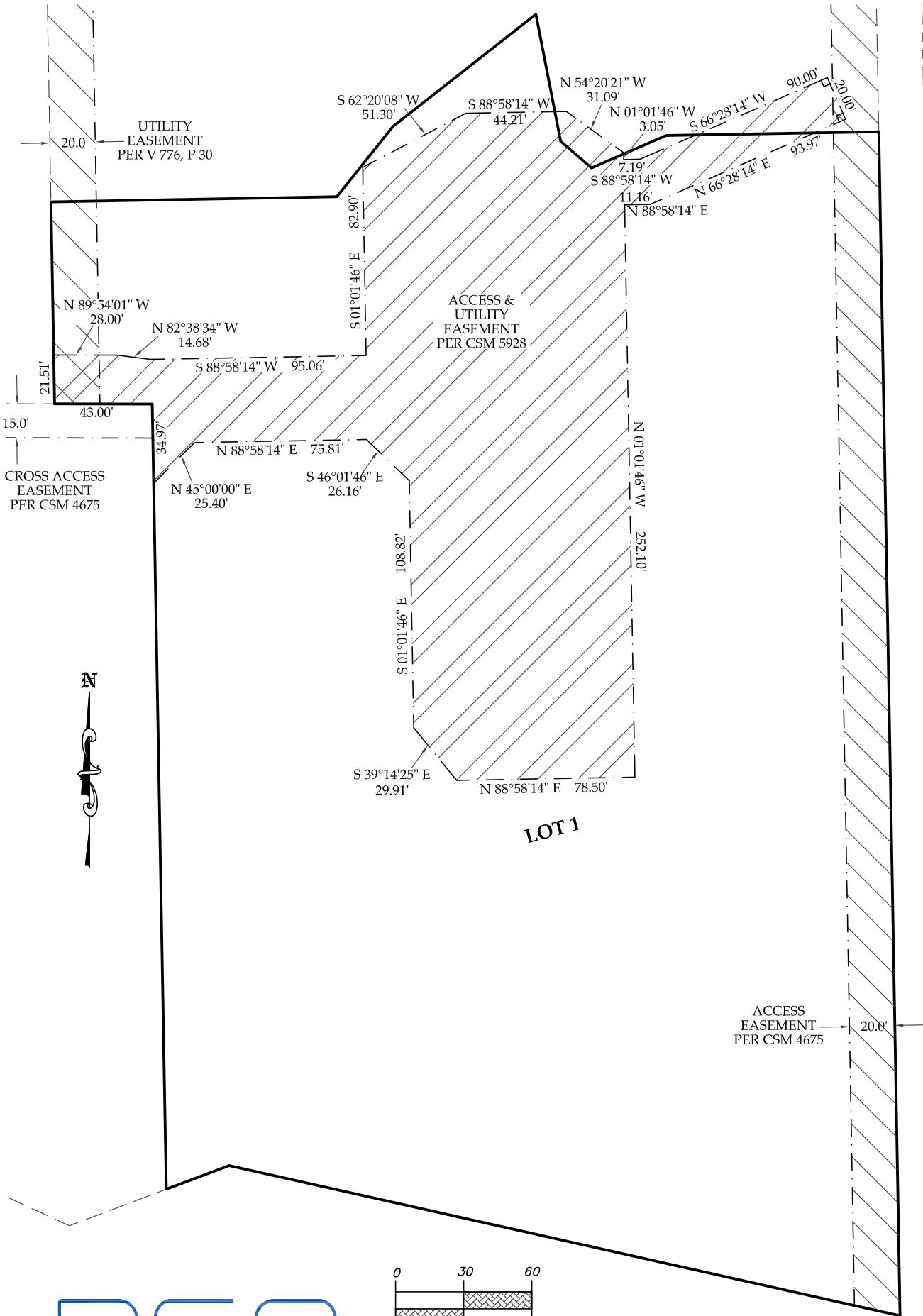
122 Wisconsin Street, West Bend, WI 53095
262.346.7800 kparish@parishse.com

FN: AM-97-22

Date: 02/15/23

CERTIFIED SURVEY MAP # _____

TO COMBINE LOT 4 OF CERTIFIED SURVEY MAP 5928, RECORDED AS DOCUMENT NO. 1099155, AND LOT 1 AND LOT 2 OF CERTIFIED SURVEY MAP 6277, RECORDED AS DOCUMENT NO. 1207843, BEING PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 20, TOWNSHIP 10 NORTH, RANGE 20 EAST, IN THE VILLAGE OF JACKSON, COUNTY OF WASHINGTON, STATE OF WISCONSIN.



PSE

122 Wisconsin Street, West Bend, WI 53095
262.346.7800 kparish@parishse.com

FN: AM-97-22

Date: 02/15/23

SHEET
2
OF
4

CERTIFIED SURVEY MAP # _____
TO COMBINE LOT 4 OF CERTIFIED SURVEY MAP 5928, RECORDED AS
DOCUMENT NO. 1099155, AND LOT 1 AND LOT 2 OF CERTIFIED SURVEY
MAP 6277, RECORDED AS DOCUMENT NO. 1207843, BEING PART OF
THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 20,
TOWNSHIP 10 NORTH, RANGE 20 EAST, IN THE VILLAGE OF JACKSON,
COUNTY OF WASHINGTON, STATE OF WISCONSIN.

SURVEYOR'S CERTIFICATE

I, J. SCOTT HENKEL, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT I HAVE SURVEYED, DIVIDED, AND MAPPED THE FOLLOWING LAND AS DIRECTED BY THE OWNER, CYNTHIA R. MINSHALL:

LOT 4 OF CERTIFIED SURVEY MAP 5928, RECORDED AS DOCUMENT NO. 1099155, AND LOT 1 AND LOT 2 OF CERTIFIED SURVEY MAP 6277, RECORDED AS DOCUMENT NO. 1207843, BEING PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 20, TOWNSHIP 10 NORTH, RANGE 20 EAST, IN THE VILLAGE OF JACKSON, COUNTY OF WASHINGTON, STATE OF WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST 1/4 OF SAID SECTION 20;

THENCE SOUTH 89°54'01" EAST, 931.76 FEET, ALONG THE NORTH LINE OF SAID NORTHEAST 1/4;
THENCE SOUTH 01°01'46" EAST, 316.03 FEET, ALONG THE WEST LINE OF LOT 1 OF SAID CERTIFIED SURVEY MAP 5928 TO THE NORTHWEST CORNER OF SAID LOT 4 AND THE POINT OF BEGINNING OF THIS DESCRIPTION;
THENCE NORTH 88°58'14" EAST, 125.96 FEET, ALONG THE NORTH LINE OF SAID LOT 4;
THENCE NORTH 38°33'54" EAST, 39.55 FEET, ALONG THE SOUTH LINE OF SAID LOT 1 OF CERTIFIED SURVEY MAP 5928;
THENCE NORTH 51°51'59" EAST, 80.04 FEET, ALONG SAID SOUTH LINE TO THE WEST LINE OF LOT 2 OF SAID CERTIFIED SURVEY MAP 5928;
THENCE SOUTH 11°01'46" EAST, 57.01 FEET, ALONG SAID WEST LINE;
THENCE SOUTH 49°15'43" EAST, 17.99 FEET, ALONG THE WEST SOUTHWEST LINE OF SAID LOT 2;
THENCE NORTH 66°28'14" EAST, 35.78 FEET, ALONG THE SOUTHWEST LINE OF SAID LOT 2;
THENCE NORTH 88°58'14" EAST, 93.70 FEET, ALONG SOUTH LINE OF SAID LOT 2 TO THE SOUTHEAST CORNER OF SAID LOT 2;
THENCE SOUTH 01°01'46" EAST, 521.60 FEET, ALONG THE EAST LINE OF LOT 1 OF CERTIFIED SURVEY MAP 6277 TO THE SOUTHEAST CORNER OF SAID LOT 1;
THENCE NORTH 77°22'47" WEST, 302.79 FEET, ALONG THE SOUTH LINES OF LOT 1 AND LOT 2 OF CERTIFIED SURVEY MAP 6277;
THENCE SOUTH 69°21'11" WEST, 29.57 FEET, ALONG THE SOUTH LINE OF SAID LOT 2 TO THE SOUTHEAST CORNER OF PARCEL 2 OF CERTIFIED SURVEY MAP 4675;
THENCE NORTH 01°01'46" WEST, 345.91 FEET, ALONG THE EAST LINE OF PARCEL 2;
THENCE NORTH 89°54'01" WEST, 43.00 FEET, ALONG THE NORTH LINE OF SAID PARCEL 2;
THENCE NORTH 01°01'46" WEST, 88.98 FEET, ALONG THE EAST LINE OF PARCEL 1 OF CERTIFIED SURVEY MAP 2448 TO THE POINT OF BEGINNING.

CONTAINING 159,096 SQUARE FEET // 3.6523 ACRES, MORE OR LESS.

I FURTHER CERTIFY THAT THE MAP PREPARED IS A CORRECT REPRESENTATION OF ALL THE EXTERIOR BOUNDARIES AS SHOWN AND THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES, AND THE VILLAGE OF JACKSON SUBDIVISION ORDINANCE.

J. SCOTT HENKEL, PLS 2495



122 Wisconsin Street, West Bend, WI 53095
262.346.7800 kparish@parishse.com
FN: AM-97-22 Date: 02/15/23

CERTIFIED SURVEY MAP # _____

TO COMBINE LOT 4 OF CERTIFIED SURVEY MAP 5928, RECORDED AS DOCUMENT NO. 1099155, AND LOT 1 AND LOT 2 OF CERTIFIED SURVEY MAP 6277, RECORDED AS DOCUMENT NO. 1207843, BEING PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 20, TOWNSHIP 10 NORTH, RANGE 20 EAST, IN THE VILLAGE OF JACKSON, COUNTY OF WASHINGTON, STATE OF WISCONSIN.

OWNER’S CERTIFICATE

AS OWNER, CYNTHIA R. MINSHALL, I HEREBY CERTIFY THAT I CAUSED THE LAND DESCRIBED TO BE SURVEYED, DIVIDED, AND MAPPED AS REPRESENTED HEREON. I ALSO CERTIFY THAT THIS MAP IS IN ACCORDANCE WITH WISCONSIN STATUTES 236, THE VILLAGE OF JACKSON LAND DIVISION ORDINANCE.

CYNTHIA R. MINSHALL

STATE OF WISCONSIN
_____:SS
_____ COUNTY

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2023, _____,
TO ME KNOWN AS THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED SAME.

NOTARY PUBLIC, STATE OF WISCONSIN MY COMMISSION EXPIRES: _____

VILLAGE OF JACKSON PLAN COMMISSION APPROVAL

THIS LAND DIVISION IS HEREBY APPROVED BY THE VILLAGE OF JACKSON PLAN COMMISSION ON THIS _____ DAY OF _____, 2023.

MICHAEL SCHWAB, CHAIRMAN JILLINE DOBRATZ, VILLAGE CLERK

VILLAGE OF JACKSON VILLAGE BOARD APPROVAL

THIS LAND DIVISION IS HEREBY APPROVED, AND ACCEPTED BY THE VILLAGE OF JACKSON VILLAGE BOARD ON THIS _____ DAY OF _____, 2023.

MICHAEL SCHWAB, VILLAGE PRESIDENT JILLINE DOBRATZ, VILLAGE CLERK





PROPOSED BUILDING
JACKSON TOWNHOUSES

Eagle Drive
Village of Jackson, Washington County

Issue Date:
03 / 03 / 2023

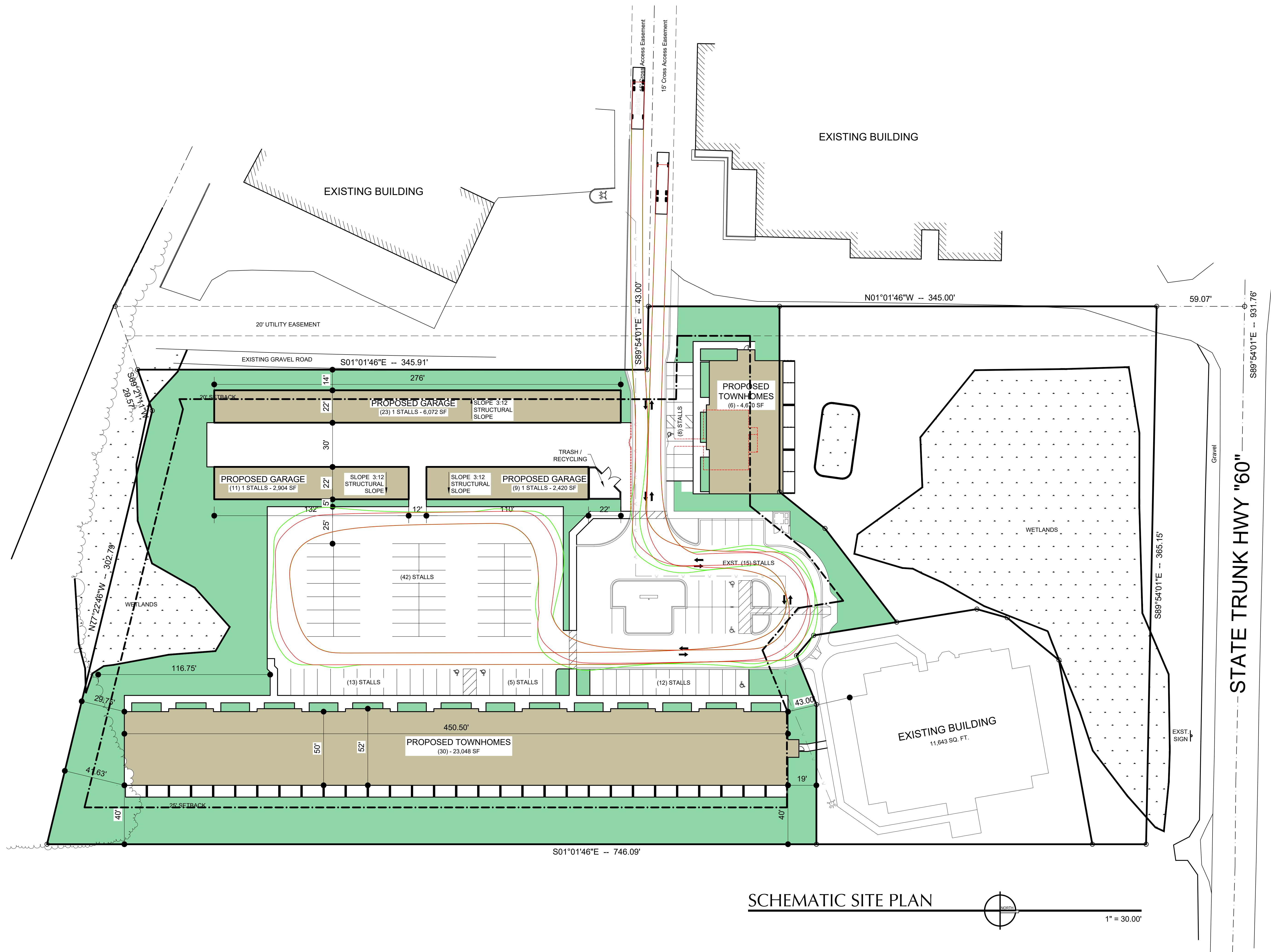
Revision:

Project Number:
22025

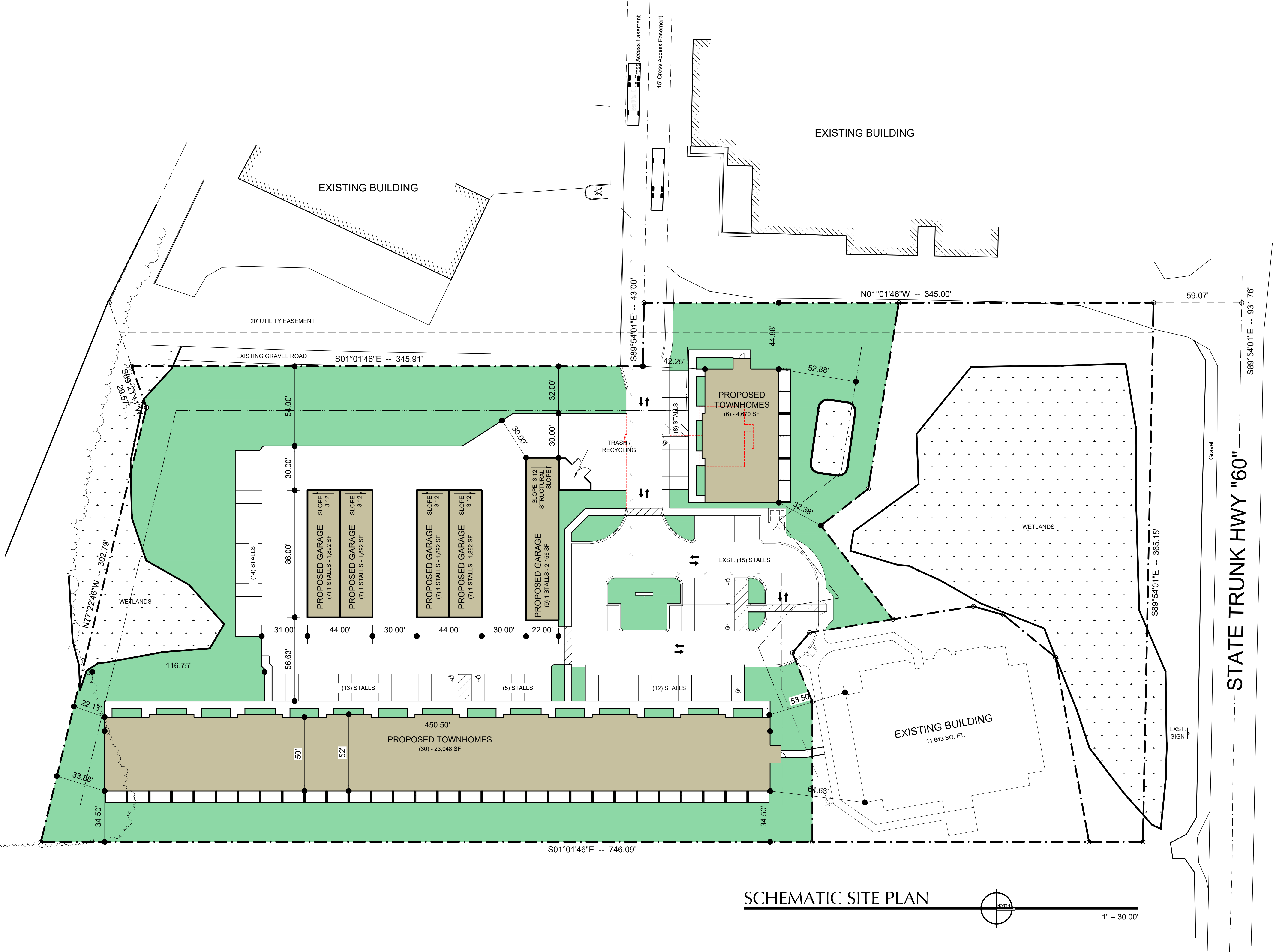
Sheet Title:
SCHEMATIC SITE PLAN

Sheet Number:

A-100



REVISED SITE PLAN



SCHEMATIC SITE PLAN

AMERICAN
CONSTRUCTION SERVICES, INC.



3350 SOUTH RIVER ROAD
WEST BEND, WI 53095-7884
(262) 334-3811 FAX: (262) 334-4990

AMERICAN
ARCHITECTURAL GROUP, INC.



3350 SOUTH RIVER ROAD
WEST BEND, WI 53095-7884
(262) 334-3811 FAX: (262) 334-4990

PROPOSED BUILDING
JACKSON TOWNHOUSES

Eagle Drive
Village of Jackson, Washington County

Issue Date:
03 / 03 / 2023

Revision:

Project Number:
22025

Sheet Title:
SCHEMATIC SITE PLAN

Sheet Number:

A-100



PROPOSED BUILDING
JACKSON TOWNHOUSES

Eagle Drive
Village of Jackson, Washington County

Issue Date:
02 / 20 / 2023

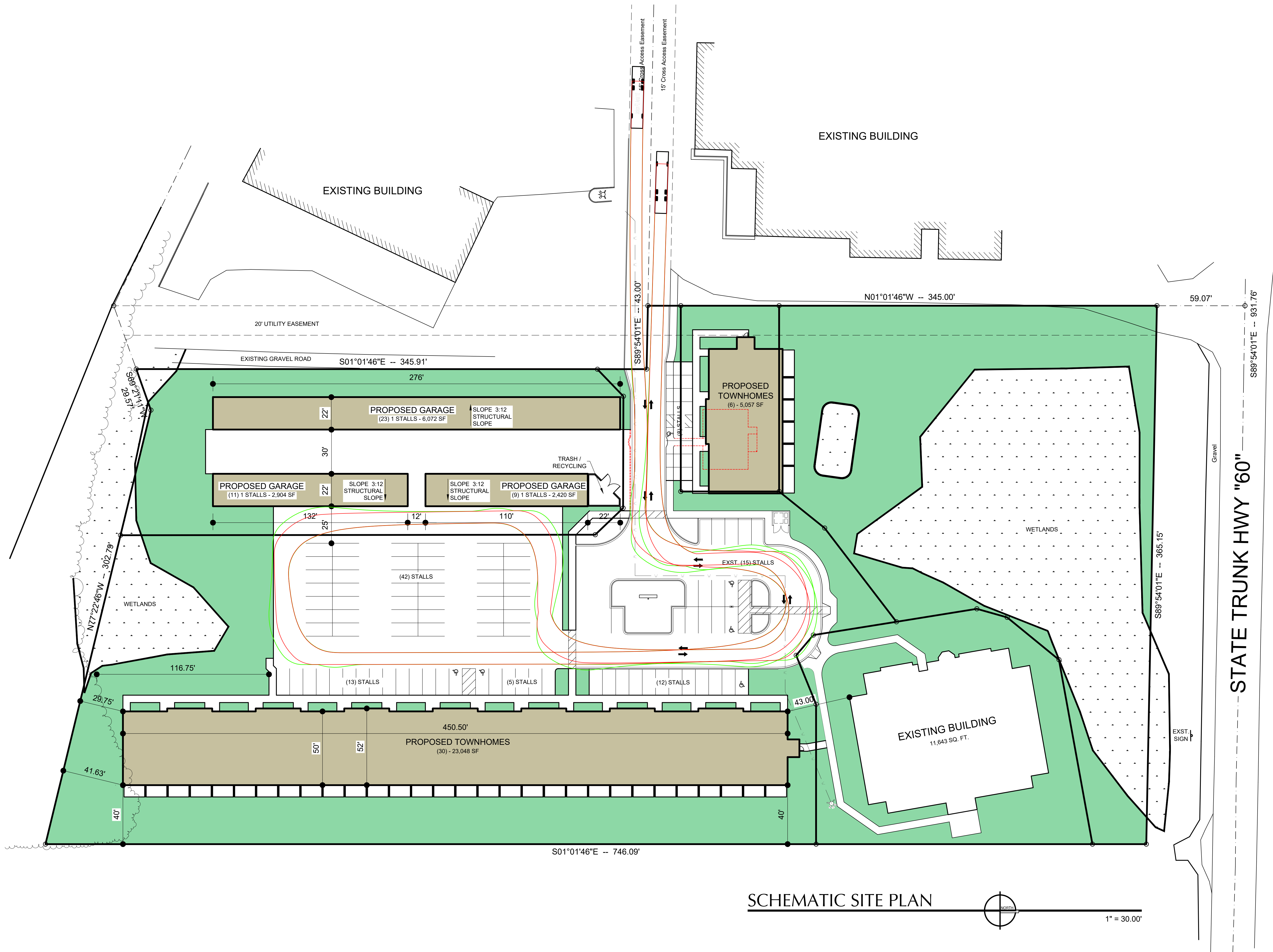
Revision:

Project Number:
22025

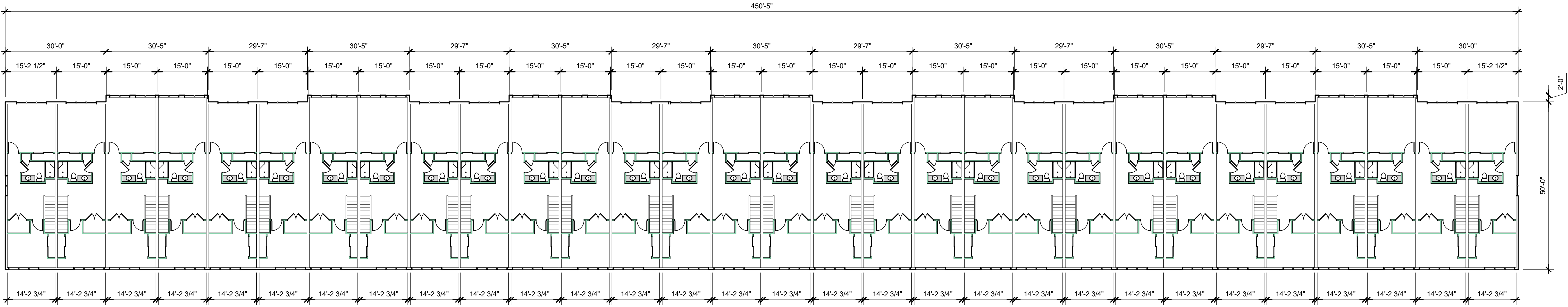
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SCHEMATIC SITE PLAN

Sheet Number:

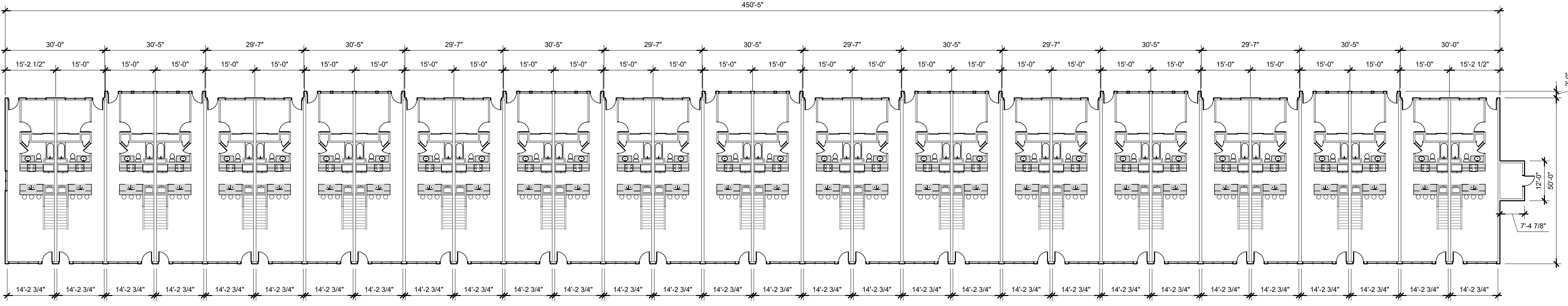
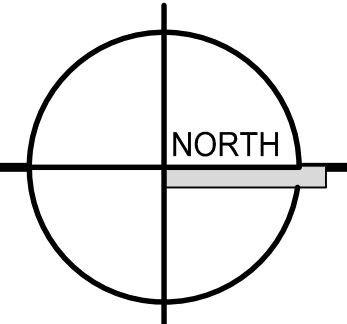
A-100



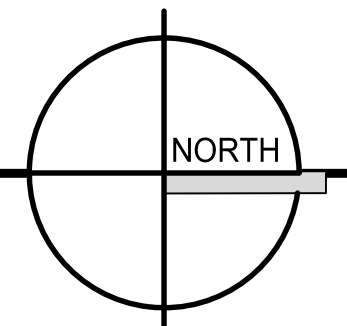
SCHEMATIC SITE PLAN



2nd FLOOR PLAN



1st FLOOR PLAN



AMERICAN
CONSTRUCTION SERVICES, INC.

3350 SOUTH RIVER ROAD
WEST BEND, WI 53095-7884
(262) 334-3811 FAX: (262) 334-4990

AMERICAN
ARCHITECTURAL GROUP, INC.

3350 SOUTH RIVER ROAD
WEST BEND, WI 53095-7884
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PROPOSED BUILDING

JACKSON TOWNHOUSES

Eagle Drive
Village of Jackson, Washington County

Issue Date:
02 / 17 / 2023

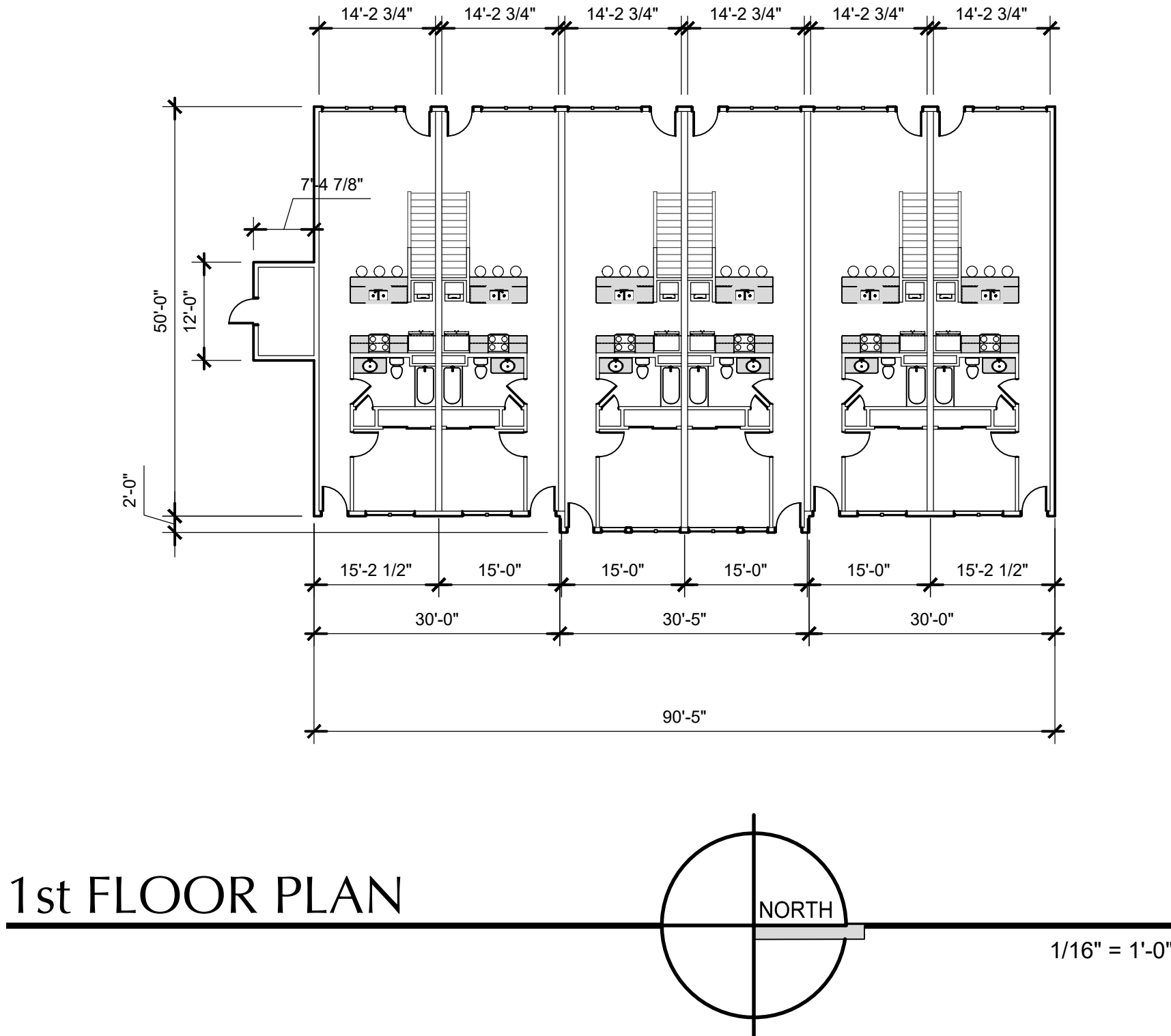
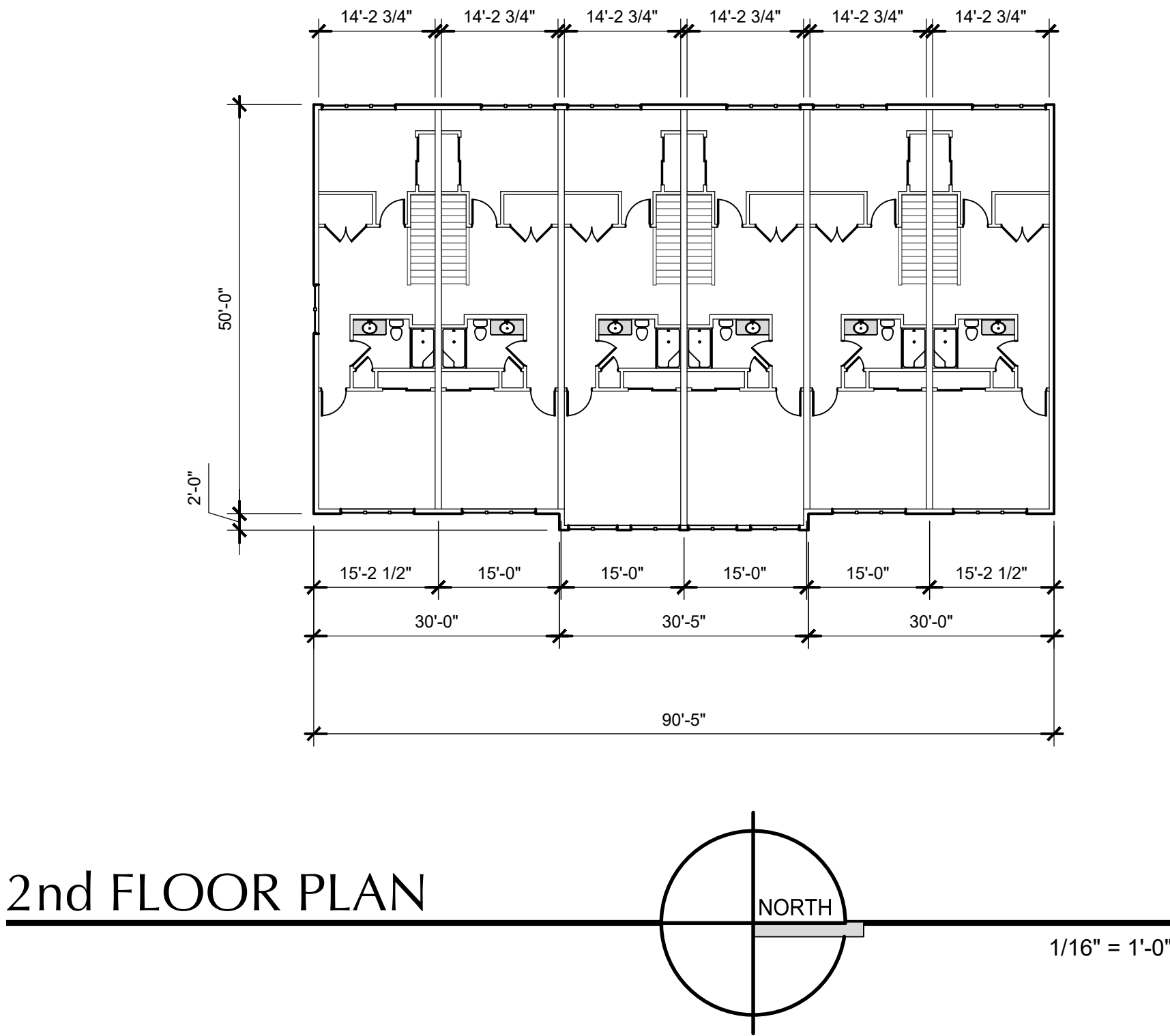
Revision:

Project Number:
22025

Sheet Title:
ELEVATIONS

Sheet Number:

A-101



PROPOSED BUILDING

JACKSON TOWNHOUSES

Eagle Drive
Village of Jackson, Washington County

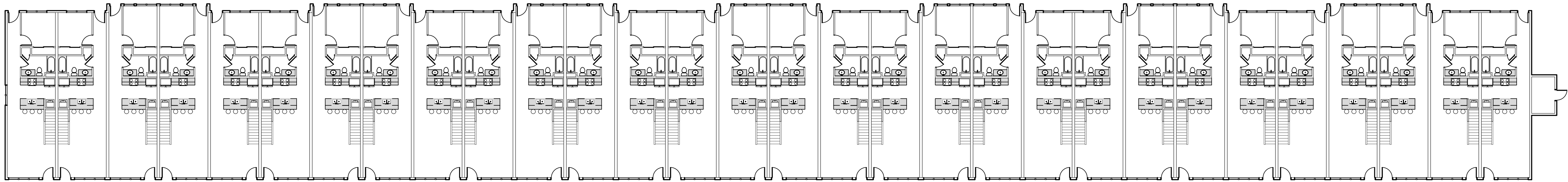
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Revision:

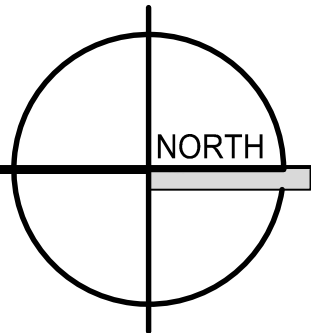
Project Number:
22025

Sheet Title:
ELEVATIONS

Sheet Number:



FLOOR PLAN



1/16" = 1'-0"



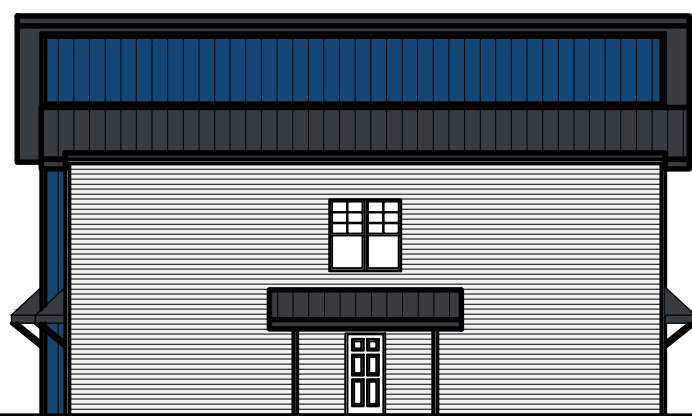
WEST (FRONT) ELEVATION

1/16" = 1'-0"



SOUTH ELEVATION

1/16" = 1'-0"



NORTH ELEVATION

1/16" = 1'-0"



EAST (REAR) ELEVATION

1/16" = 1'-0"

AMERICAN
CONSTRUCTION SERVICES, INC.



3350 SOUTH RIVER ROAD
WEST BEND, WI 53095-7884
(262) 334-3811 FAX: (262) 334-4990

AMERICAN
ARCHITECTURAL GROUP, INC.



3350 SOUTH RIVER ROAD
WEST BEND, WI 53095-7884
(262) 334-3811 FAX: (262) 334-4990

PROPOSED BUILDING
JACKSON TOWNHOUSES
Eagle Drive
Village of Jackson, Washington County

Issue Date:
02 / 17 / 2023

Revision:

Project Number:
22025

Sheet Title:
ELEVATIONS

Sheet Number:

A-201



PROPOSED BUILDING
JACKSON TOWNHOUSES

Eagle Drive
Village of Jackson, Washington County

Issue Date:
02 / 17 / 2023

Revision:

Project Number:
22025

Sheet Title:
ELEVATIONS

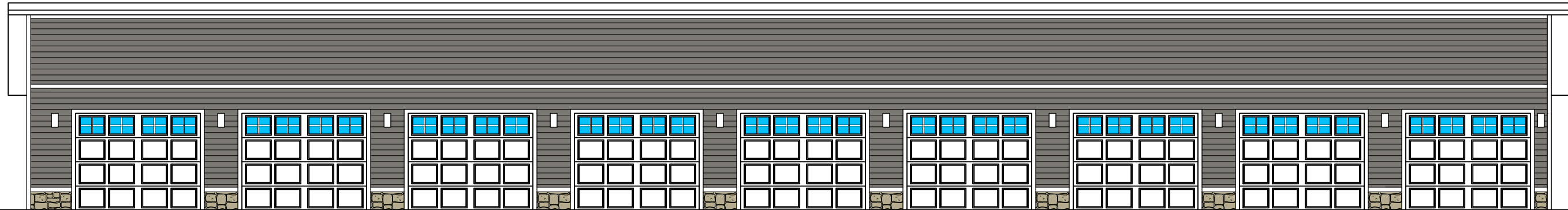
Sheet Number:

A-202



TYPE 1 OPTION 1 CLOSE UP

1/4" = 1'-0"



FRONT ELEVATION

1/8" = 1'-0"

MATERIALS LEGEND:



1. BOULDER CREEK STONE PRODUCTS
(COLOR: S5100-8 WEATHERED EDGE FOND-DU-LAC)
(COLOR: DELOREAN GRAY MOTOR)



2. VINYL LAP SIDING "SMOOTH" - 5" EXPOSURE
(COLOR: CHARCOAL SMOKE)
ALTERNATE:
HARDIE PLANK LAP SIDING "SMOOTH" - 5" EXPOSURE
(COLOR: AGED PEWTER)



3. CERTAINTEED, THREE-TAB-STRIP ASPHALT SHINGLES
WITH CONTINUOUS RIDGE VENT
(COLOR: WEATHERED WOOD)

NOTES:

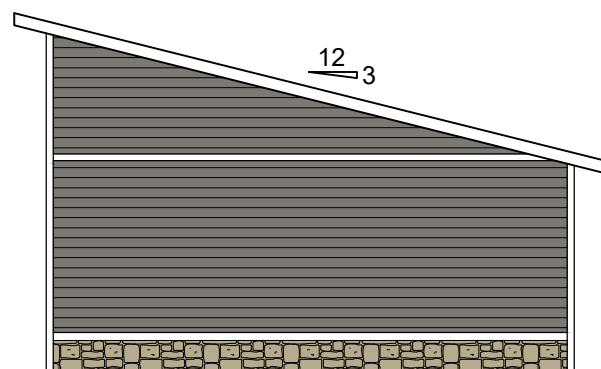
CUT STONE CAP:
(COLOR: WHITE)

DOORS & WINDOWS:
(COLOR: WHITE)

FASCIAS: 2x6 ALUMINUM WRAPPED
(COLOR: WHITE)

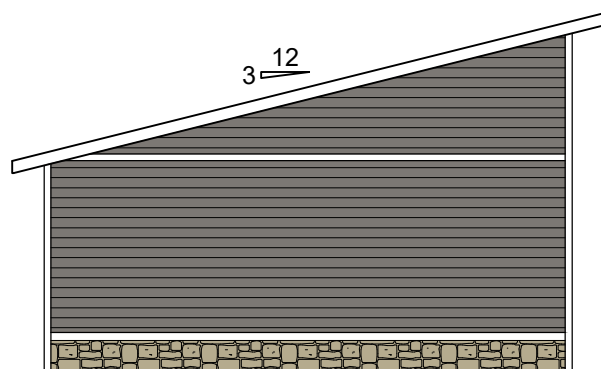
GUTTERS/ DOWNSPOUTS: PREFINISHED ALUMINUM
(COLOR: WHITE)

TRIM: 4" VINYL CORNERS, DOORS, WINDOWS
(COLOR: WHITE)
ALTERNATE:
HARDIE TRIM BOARD 3.5"
(COLOR: ARTIC WHITE)



LEFT - SIDE ELEVATION

1/8" = 1'-0"



RIGHT - SIDE ELEVATION

1/8" = 1'-0"



REAR ELEVATION

1/8" = 1'-0"

PROPOSED BUILDING

JACKSON TOWNHOUSES

Eagle Drive

Village of Jackson, Washington County

Issue Date:
02 / 20 / 2023

Revision:

Project Number:
22025

Sheet Title:
GARAGE EXTERIOR
ELEVATIONS

Sheet Number:

A-203



FRONT ELEVATION

1/8" = 1'-0"

MATERIALS LEGEND:



1. BOULDER CREEK STONE PRODUCTS
(COLOR: 55100-8 WEATHERED EDGE FOND-DU-LAC)
(COLOR: DELOREAN GRAY MOTOR)



2. VINYL LAP SIDING "SMOOTH" - 5" EXPOSURE
(COLOR: CHARCOAL SMOKE)
ALTERNATE:
HARDIE PLANK LAP SIDING "SMOOTH" - 5" EXPOSURE
(COLOR: AGED PEWTER)



3. CERTAINTEED, THREE-TAB-STRIP ASPHALT SHINGLES
WITH CONTINUOUS RIDGE VENT
(COLOR: WEATHERED WOOD)

NOTES:

CUT STONE CAP:

(COLOR: WHITE)

DOORS & WINDOWS:

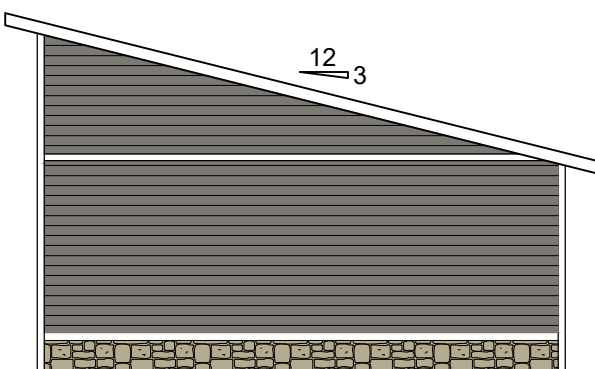
(COLOR: WHITE)

FASCIAS: 2x6 ALUMINUM WRAPPED
(COLOR: WHITE)

GUTTERS/ DOWNSPOUTS: PREFINISHED ALUMINUM
(COLOR: WHITE)

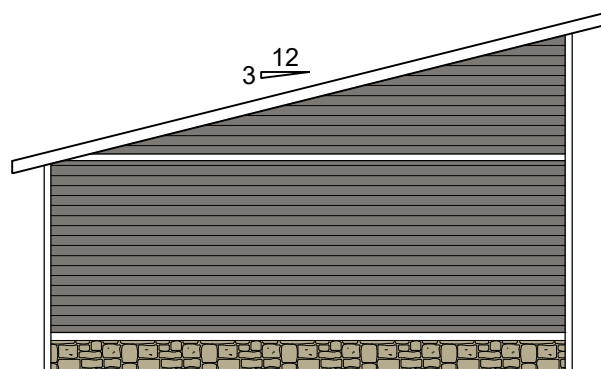
TRIM: 4" VINYL CORNERS, DOORS, WINDOWS
(COLOR: WHITE)

ALTERNATE:
HARDIE TRIM BOARD 3.5"
(COLOR: ARTIC WHITE)



LEFT - SIDE ELEVATION

1/8" = 1'-0"



RIGHT - SIDE ELEVATION

1/8" = 1'-0"



REAR ELEVATION

1/8" = 1'-0"

PROPOSED BUILDING

JACKSON TOWNHOUSES

Eagle Drive

Village of Jackson, Washington County

Issue Date:
02 / 20 / 2023

Revision:

Project Number:
22025

Sheet Title:
GARAGE EXTERIOR
ELEVATIONS

Sheet Number:

A-204



PROPOSED BUILDING
JACKSON TOWNHOUSES

Eagle Drive
Village of Jackson, Washington County

Issue Date:
02 / 20 / 2023

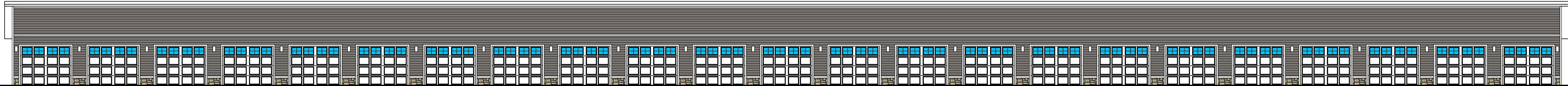
Revision:

Project Number:
22025

Sheet Title:
GARAGE EXTERIOR
ELEVATIONS

Sheet Number:

A-205

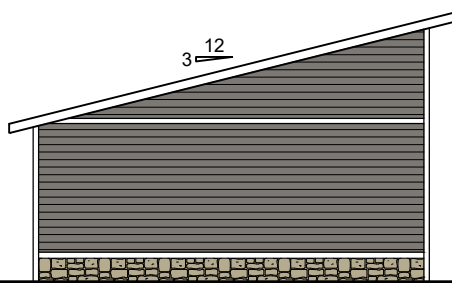


FRONT ELEVATION

3/32" = 1'-0"

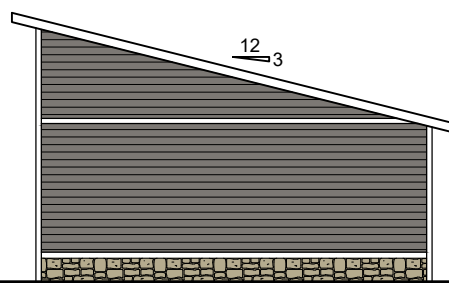
- MATERIALS LEGEND:
1. BOULDER CREEK STONE PRODUCTS
(COLOR: S5100-8 WEATHERED EDGE FOND-DU-LAC)
(COLOR: DELOREAN GRAY MOTOR)
 2. VINYL LAP SIDING "SMOOTH" - 5" EXPOSURE
(COLOR: CHARCOAL SMOKE)
ALTERNATE:
HARDIE PLANK LAP SIDING "SMOOTH" - 5" EXPOSURE
(COLOR: AGED PEWTER)
 3. CERTAINTEED, THREE-TAB-STRIP ASPHALT SHINGLES
WITH CONTINUOUS RIDGE VENT
(COLOR: WEATHERED WOOD)

- NOTES:
- CUT STONE CAP:
(COLOR: WHITE)
- DOORS & WINDOWS:
(COLOR: WHITE)
- FASCIAS: 2x6 ALUMINUM WRAPPED
(COLOR: WHITE)
- GUTTERS/ DOWNSPOUTS: PREFINISHED ALUMINUM
(COLOR: WHITE)
- TRIM: 4" VINYL CORNERS, DOORS, WINDOWS
(COLOR: WHITE)
ALTERNATE:
HARDIE TRIM BOARD 3.5"
(COLOR: ARTIC WHITE)



LEFT - SIDE ELEVATION

3/32" = 1'-0"



RIGHT - SIDE ELEVATION

3/32" = 1'-0"



REAR ELEVATION

3/32" = 1'-0"

PROPOSED BUILDING

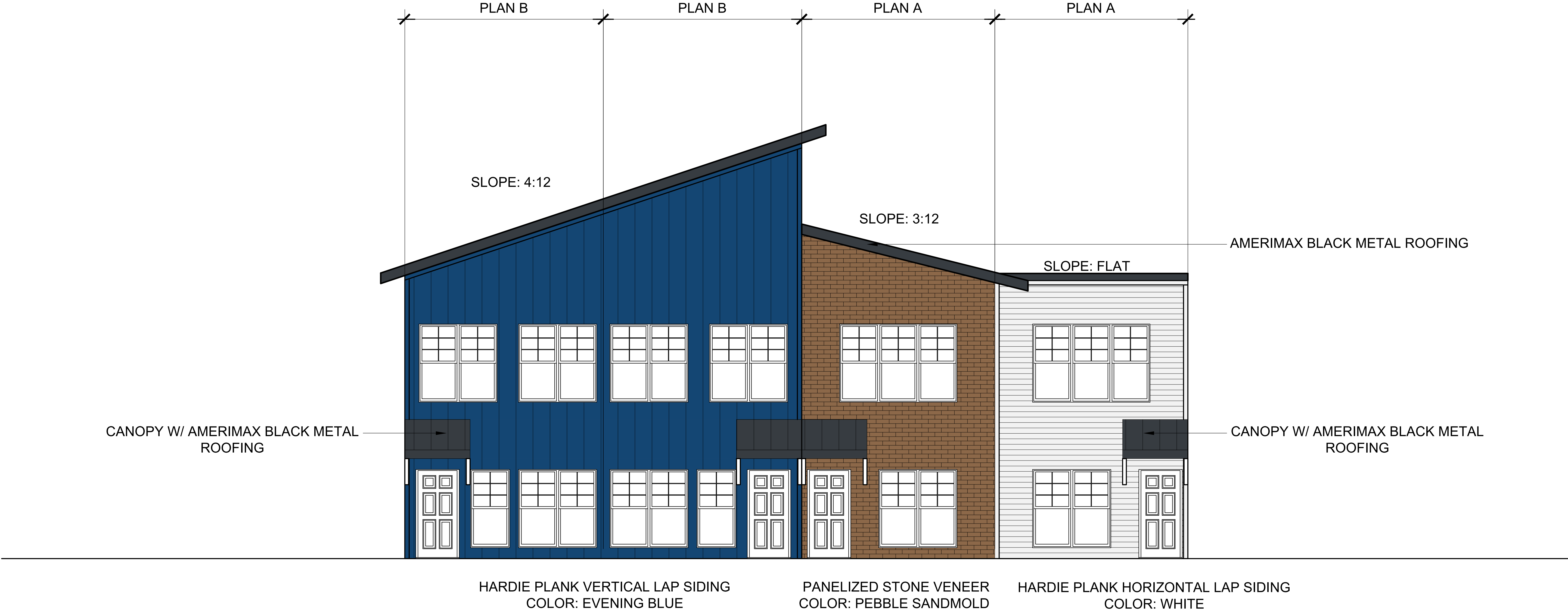
JACKSON TOWNHOUSES

Eagle Drive
Village of Jackson, Washington County

AMERICAN
ARCHITECTURAL GROUP, INC.



3350 SOUTH RIVER ROAD
WEST BEND, WI 53095-7884
(262) 334-3811 FAX: (262) 334-4990



FRONT ELEVATION CLOSEUP

1/4" = 1'-0"

PROPOSED BUILDING

JACKSON TOWNHOUSES

Eagle Drive
Village of Jackson, Washington County

AMERICAN
ARCHITECTURAL GROUP, INC.



3350 SOUTH RIVER ROAD
WEST BEND, WI 53095-7884
(262) 334-3811 FAX: (262) 334-4990

- NOTES:
- PLAN A TOTAL SF: 1,390 SF

FIRST FLOOR: 695 SF

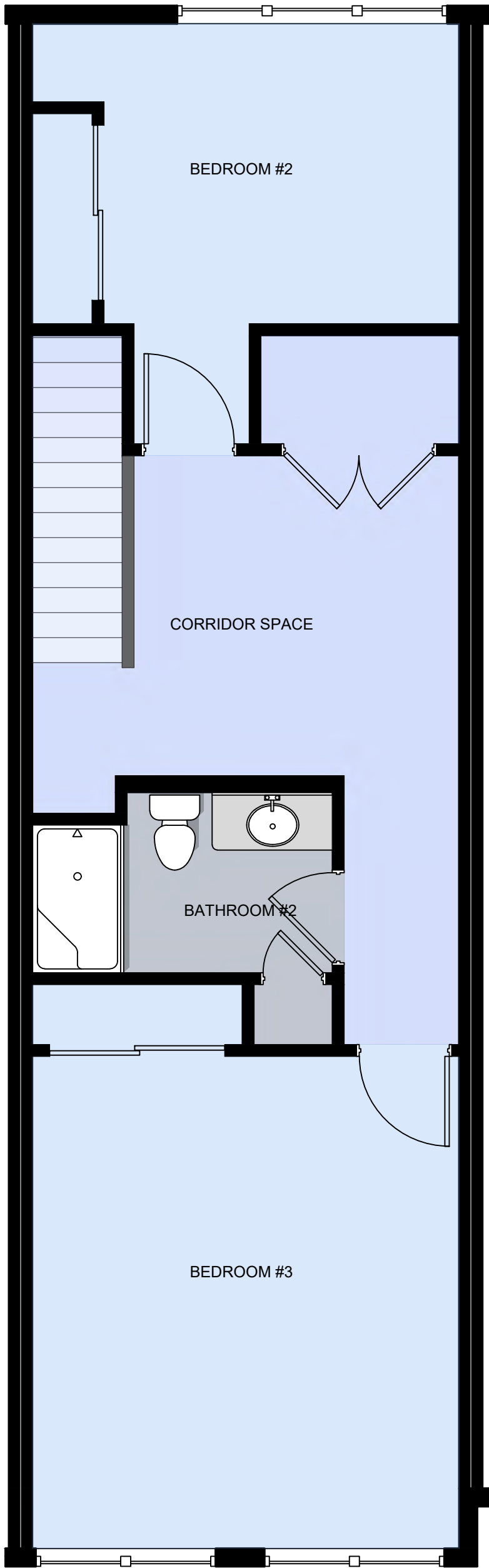
SECOND FLOOR: 695 SF
- PLAN B TOTAL SF: 1,446 SF

FIRST FLOOR: 723 SF

SECOND FLOOR: 723 SF
- TOTAL UNITS: 32 UNITS

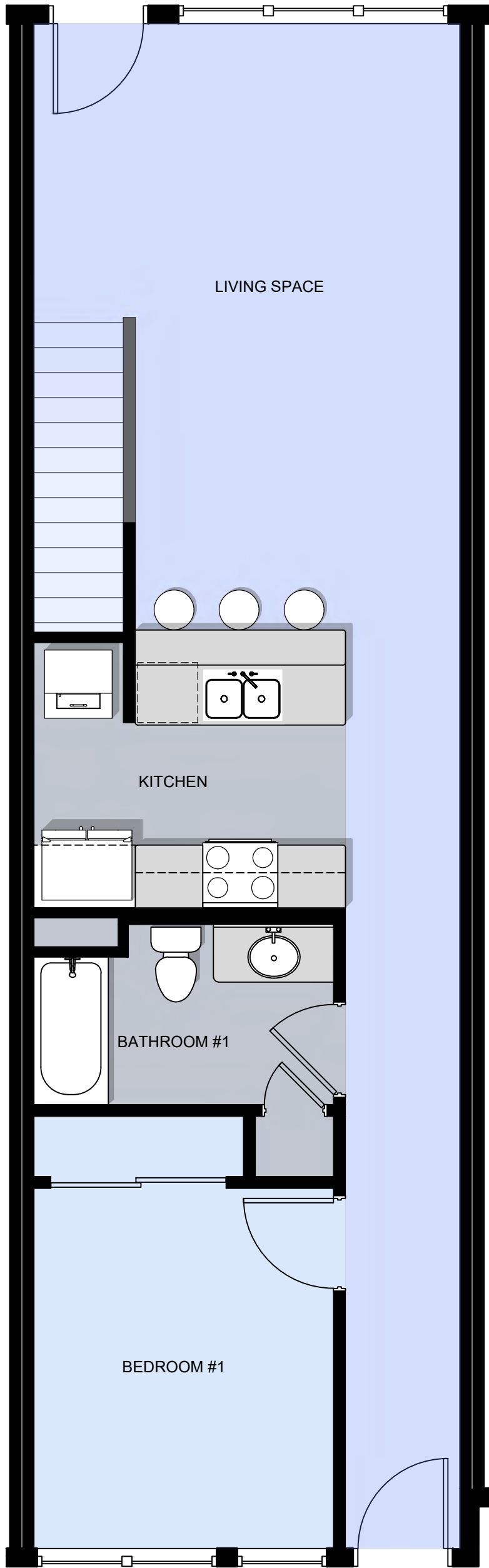
PLAN A: 20 UNITS

PLAN B: 12 UNITS



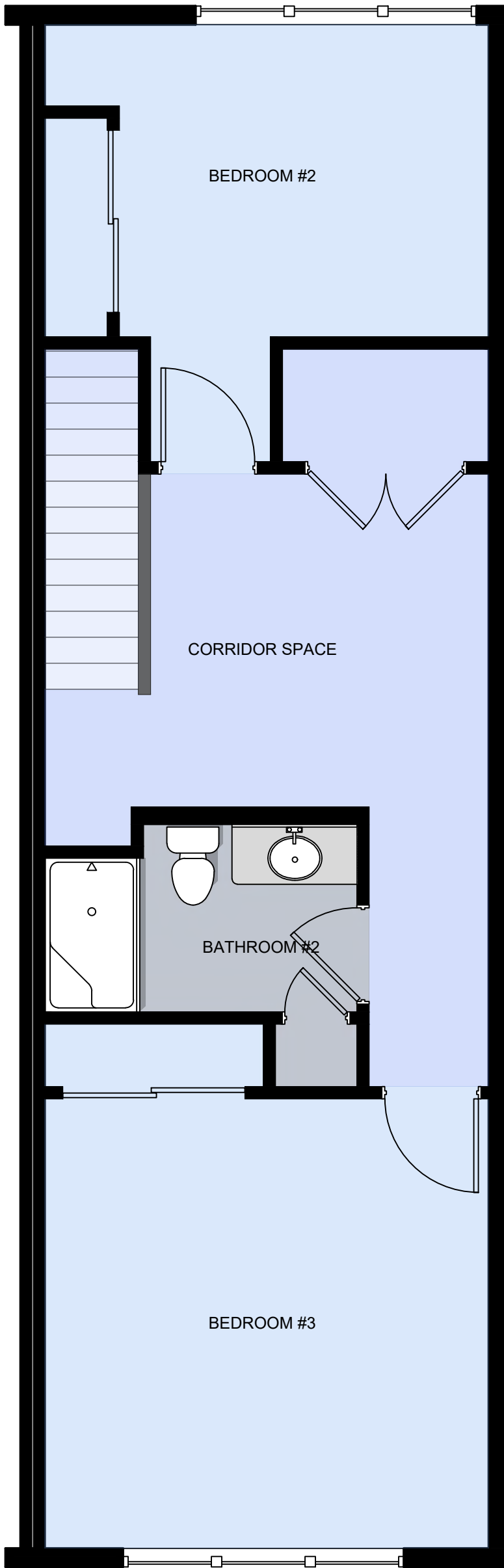
PLAN B SECOND FLOOR

1/4" = 1'-0"



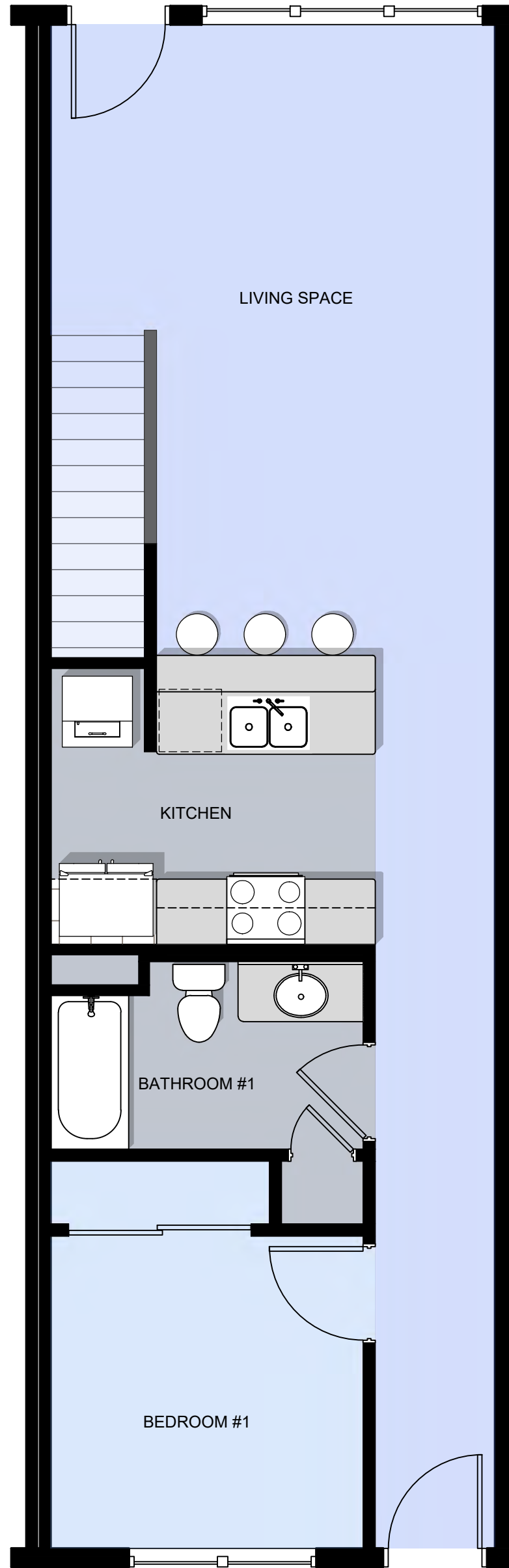
PLAN B FIRST FLOOR

1/4" = 1'-0"



PLAN A SECOND FLOOR

1/4" = 1'-0"



PLAN A FIRST FLOOR

1/4" = 1'-0"

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: April 20, 2023

Agenda Item: Item #5

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

From: Collin Johnson, Director of Inspections & Zoning

Subject: Three-Lot Certified Survey Map (CSM) for property identified as Tax Parcel: V3_053600C – Village of Jackson

Background and Analysis:

The Village of Jackson seeks approval for a three-lot Certified Survey Map (CSM) for Tax Parcel: V3_053600C. The purpose of the CSM is to divide the parcel so the northeastern portion may be sold.

Comprehensive Plan & Zoning Impacts:

Neither the Village Comprehensive Plan or zoning are impacted by the CSM request.

Site Plan:

See attached location map and CSM.

Additional Staff Comments:

Public Works:

- The proposed CSM includes the correction of “dedicated to public” area at the Ridgeway and STH 60 intersection.

Review Procedures:

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

Notice Requirements:

- Posting on the agenda

Potential Action:

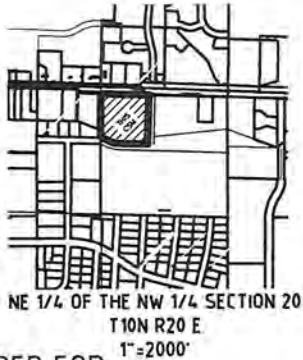
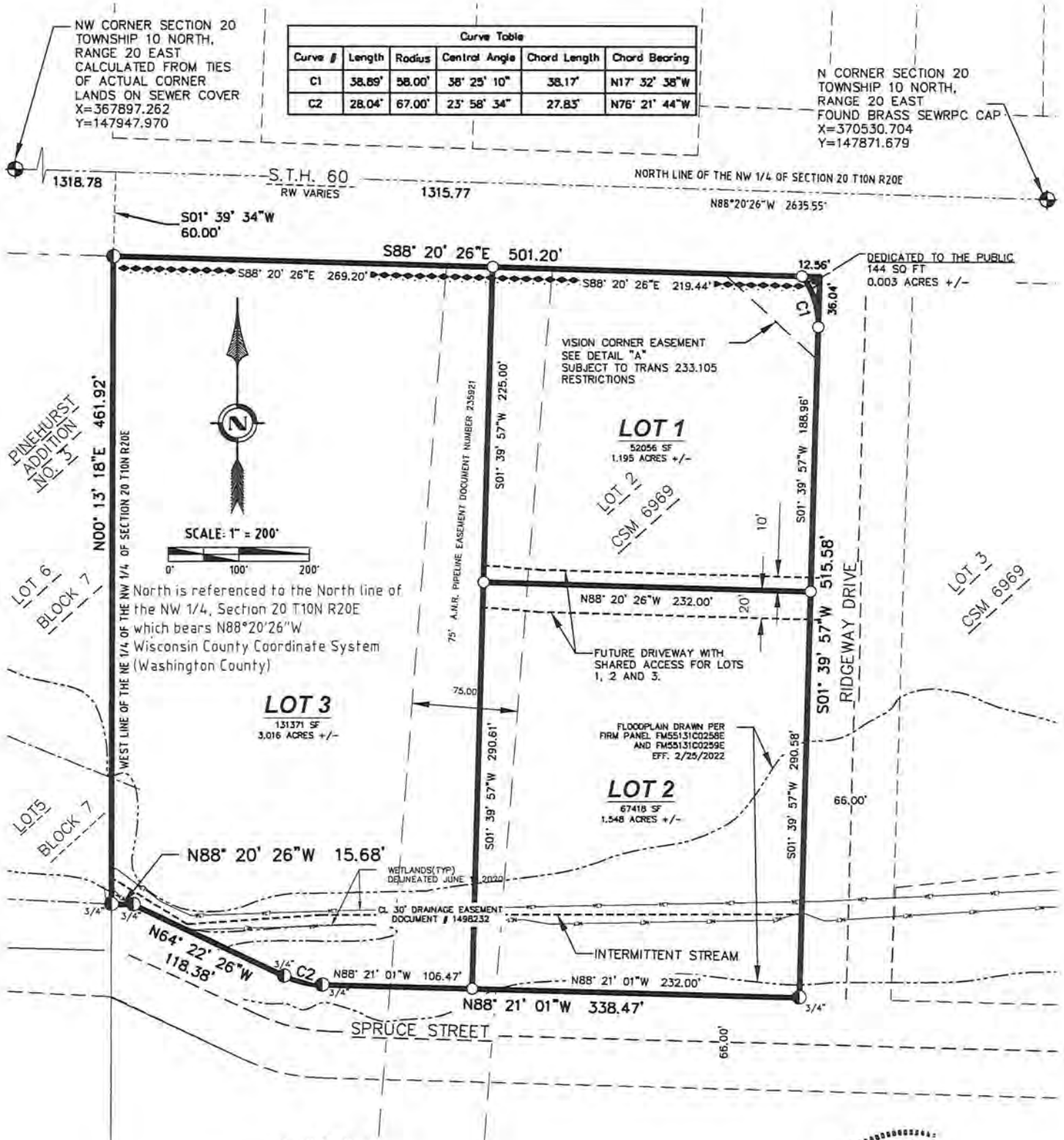
Recommend the Village Board approve the Three-Lot Certified Survey Map for Parcel V3_053600C.

Attachments:

- Location Map
- Certified Survey Map (CSM)

VOLUME _____, PAGE _____.

A RE-DIVISION OF LOT 2 CSM 6969 LOCATED IN THE NE $\frac{1}{4}$ OF THE
NW $\frac{1}{4}$ OF SECTION 20, TOWNSHIP 10 NORTH, RANGE 20 EAST,
VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN



OWNER/PREPARED FOR:
Village of Jackson
N168 W19851 Main Street
Jackson, WI 53037

LEGEND

-  Lands to be Dedicated
 Government Corner (As Noted)
 Set 3/4" x 18" Rebar Weighing 1502 Pounds/Lineal Foot
 Set 3" Magspike
 Found Iron 1-1/2" (unless noted)
 Recorded As
 Access restrictions per WisDOT 884.25 Map 2310-07-29, parcel 5



Mitchell J. Reimer
Cedar Corporation
W61 N497 Washington Ave
Cedarburg, Wisconsin 53012
SHEET 1 OF 3 SHEETS

CERTIFIED SURVEY MAP NO. _____
VOLUME _____, PAGE _____.

A RE-DIVISION OF LOT 2 CSM 6969 LOCATED IN THE NE $\frac{1}{4}$ OF THE
NW $\frac{1}{4}$ OF SECTION 20, TOWNSHIP 10 NORTH, RANGE 20 EAST,
VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

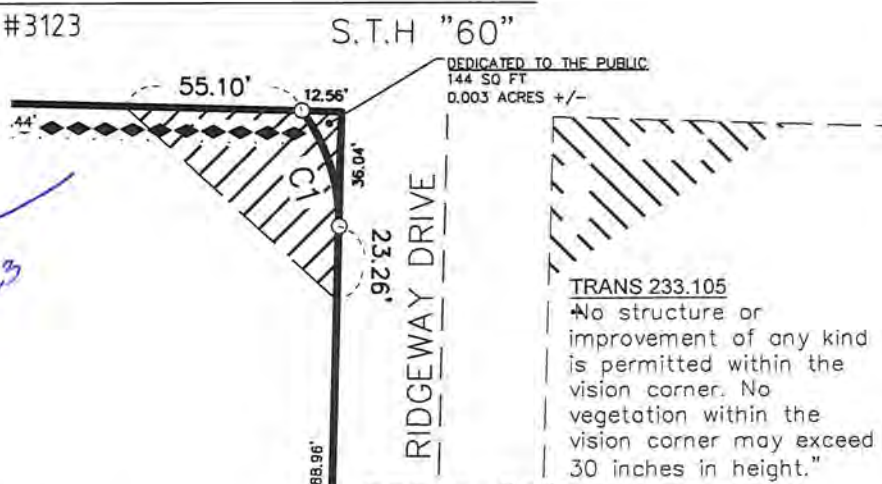
I, Mitchell J. Reimer, Wisconsin Professional Land Surveyor, hereby certify that I have surveyed, divided, and mapped Lot 2 of Certified Survey Map recorded as Document Number 1498232, Certified Survey Map 6969, recorded in the Washington County Registry in Volume 54 of Certified Survey Maps on pages 137, located in the Northeast Quarter of the Northwest Quarter of Section 20, Township 10 North, Range 20 East, Village of Jackson, Washington County, Wisconsin, more particularly described as follows:

Commencing at the North Quarter Corner of Section 20, Township 10 North, Range 20 East, Thence N88°20'26"W along the North line of said Quarter, 1315.77 feet; Thence S01°39'34"W, 60.00 feet to the South line of S.T.H. 60, point being the Northwest corner of Lot 2, of Certified Survey Map 6969, point also being the Point of Beginning; Thence along said South line S88°20'26"E, 501.20 feet, to the Northeast corner of said Lot 2, also the West line of Ridgeway Drive, Thence S01°39'57"W, 515.58 feet to the Southeast corner of said Lot 2, also the North line of Spruce Street; Thence along said North line, N88° 21'01"W, 338.47 feet to the start of a curve to the right; Thence along said curve for 28.04', which curves to the right, whose Chord bears N76°21' 44"W, a distance of 27.83 feet, and has a Radius of 67.00 feet; Thence continuing along said North line N64°22'26"W, 118.38 feet; Thence N 88° 20' 26" W , 15.68 feet to the West line of the Northeast quarter of the Northwest quarter of said section; Thence N00°13'18"E along said West line, 461.92 feet to the Point of Beginning. Said parcel contains 250989 square feet or 5.762 +/- Acres. Excepting therefrom Areas of Dedication as shown on Page 1 hereon.

That I have made such survey, land division, and map at the direction of Village of Jackson, Owner, N168 W19851 Village of Jackson , Washington County, Wisconsin, 53037, . That such map is a correct representation of the exterior boundaries of the land surveyed, and the subdivision thereof made. That I fully complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes, A-E 7 of the Wisconsin Administrative Code, in surveying, dividing and mapping the same, and Chapter 38 of the Village of Jackson Municipal Code. Said survey is subject to easements of record and as shown.

Dated this 12th day of April, 2023.

Mitchell J. Reimer, P.L.S. #3123



Mitchell J. Reimer, PLS
Cedar Corporation
W61 N497 Washington Avenue
Cedarburg, Wisconsin 53012

DETAIL "A"
VISION CORNER EASEMENT DETAIL
NTS

CERTIFIED SURVEY MAP NO. _____
VOLUME _____, PAGE _____.

A RE-DIVISION OF LOT 2 CSM 6969 LOCATED IN THE NE $\frac{1}{4}$ OF THE
NW $\frac{1}{4}$ OF SECTION 20, TOWNSHIP 10 NORTH, RANGE 20 EAST,
VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN

CORPORATE OWNER'S CERTIFICATE

The Village of Jackson, a Corporation duly organized and existing under the virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said Corporation caused the land described on this map to be surveyed, mapped and dedicated as represented on the Certified Survey Map in accordance with the ordinances of the Village of Jackson, Trans 233.105(2), and Chapter 236 of the Wisconsin Statutes.

In witness hereof, the Village of Jackson, has caused these presents to be signed:

By: _____
Jen Keller - Village Administrator

Dated _____, 2023

STATE OF WISCONSIN)
WASHINGTON COUNTY) ss

Personally came before me this _____ day of _____, 2023, the above named Jen Keller, Administrator of the Village of Jackson, a Wisconsin Municipal Corporation, to me known to be the same person who executed the foregoing certificate and acknowledged the same.

_____ Notary Public, _____ Wisconsin

My commission expires _____

VILLAGE BOARD APPROVAL:

Resolved that this Certified Survey Map in the Village of Jackson, owner of said lands, being a re-division of Lot 2 CSM 6969 located in the Northeast Quarter of the Northwest Quarter of Section 20, located in the Town 10 North, Range 20 East, Village of Jackson, Washington County, Wisconsin, is hereby approved and dedication accepted by the Village Board trustee to the Village of Jackson.

Approved this _____ day of _____, 2023.

Brian Heckendorf - Village President

Signed this _____ day of _____, 2023.

Jilline Dobratz - Village Clerk



Taking the lead in Washington County.

MEMO

TO: Jen Keller, Village Administrator; Brian Heckendorf, Village President; Board of Trustees

FROM: Darlene Smith, Village Treasurer

RE: Addition of Health Insurance Opt-Out Stipend

DATE: May 9, 2023

It was recommended by the Village board to include an opt-out health insurance stipend for eligible employees. This stipend will be implemented starting July 1, 2023. Single Coverage - \$150.00 per month for a total of \$1,800.00 and Family Coverage - \$375 per month for a total of \$4,500.00.

The following changes will be made to the Village of Jackson's Employee Handbook, in accordance with the recommendation issued by the Personnel Committee in December 2022:

5.04 Health Insurance

The Village provides eligible full-time employees with a health insurance plan. The Village currently pays an amount equal to eighty-eight (88) percent of the premium for the lowest cost health insurance plan offered by the Wisconsin Department of Employee Trust Funds (ETF) for the Southeast Region of Wisconsin. The employee pays twelve (12) percent of the premium through a bi-weekly payroll deduction. The Village Board may revisit the percentage of the employer contribution on an annual basis, or as otherwise deemed necessary by the Village Board, and reserves the right to adjust the amount from time to time.

The Village shall also offer eligible employees access to a stipend in lieu of enrolling in the Village health insurance plan. The stipend shall be an amount equal to 20% of the Village's portion of an employee's annual health benefit premium, rounded to the nearest \$25. An employee is eligible for opt-out pay for the Village's insurance plan level (i.e. family, single, etc.) based on the insurance plan level they qualify for. The incentive payments will be made monthly as part of the regular payroll process.

Should the employee enroll in the Village's health plan during the open enrollment process or pursuant to a "qualifying event" as defined by the health plan provider, the stipend benefit will cease.

An employer paid contribution to health insurance will be offered to part-time employees under the following circumstances.

1. If the part-time employee has worked sufficient hours to meet the requirements of the Wisconsin Retirement System and currently has a WRS contribution made by the Village, the Village will pay:

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

Mailing Address:
P.O. Box 637

www.villageofjacksonwi.gov



Taking the lead in Washington County.

- a. 25% of the premium of the lowest priced plan available in the Southeast Region of Wisconsin if the part-time employee works less than 1,044 hours in a rolling twelve (12) month period.
- b. 50% of the premium of the lowest priced plan available in the Southeast Region of Wisconsin if the part-time employee works more than 1,044 hours in a rolling twelve (12) month period.

~~4. — Part time employees hired after January 1st of 2012 will be limited to no more than 1,000 hours of work in a twelve (12) month rolling period.~~

2. No health insurance premium contribution will be offered to part-time employees who are not in the WRS system.

The Village may, in its sole discretion, change insurers. ~~If the Village changes insurers, the Village will make every reasonable effort to ensure that there will be no period when coverage is not provided and to ensure that the new insurer will waive all rights to contest coverage because of a pre-existing condition. To the extent feasible, the Village will provide employees with thirty (30) days prior notice of any change in insurers.~~

Employees whose current employment with the Village ceases or who otherwise experience a "qualifying event" generally will, as provided by law, become eligible to continue insurance. The individual employee is responsible for all premium costs associated with continuation of insurance following a "qualifying event."

Employees must notify the ~~Deputy~~ Village ~~Clerk~~/Treasurer of any status changes, address changes, etc. More information on insurance and insurance continuation may be obtained from the ~~Deputy~~ Village ~~Clerk~~/Treasurer.

Recommendation:

Staff recommend Village Board authorization to print and distribute a revised copy of the Village Handbook amending section 5.04 Health Insurance to include a Health Insurance Opt-Out Stipend.