



VILLAGE OF JACKSON
VILLAGE BOARD MEETING AGENDA
Tuesday, September 12, 2023 at 7:30 PM

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

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Administration of Oath of Office - Nolan Diermeier (Firefighter/EMT)
4. Public Hearings
 - Proposed Amendment of Comprehensive Plan, Amend Map 1, titled "Land Use Plan for the Village of Jackson: 2050"
 - Conditional Use Permit - Request to Exceed the Maximum Number of Dogs Per Residence - N170W20225 Hunters Road - Krystal Colburn
 - Conditional Use Permit for Operation of a U-Haul Dealership at N168W20069 Main Street
 - Ordinance #23-12 - Rezoning Parcel V3_019700V-Jackson Townhomes
 - Resolution #23-21: Final Resolution Authorizing the Levy of Special Assessment Against Benefited Property Associated with 2023 Utility Street Improvement Project Containing Sherman Road Sewer Extension & Highland Road Improvement
5. Village Citizen Comment on an Agenda Item (Please sign-in with the Clerk prior to speaking. Please note this is the Village Board's monthly business meeting, not a public hearing. People wishing to speak on any item on the agenda should present their comments under this agenda item. Each commenter will be limited to a total of 2 minutes.)
6. Consent Agenda (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.)
 - Approval of the Minutes of the August 8, 2023 Village Board Meeting
 - Approval of Lucida, Audit Engagement Letter, for the Fiscal Years Ending December 31, 2023, 2024, and 2025
 - Resolution #23-21: Final Resolution Authorizing the Levy of Special Assessments Against Benefited Property Associated with 2023 Utility Street Improvement Project Containing Sherman Road Sewer Extension & Highland Road Improvement

- Resolution #23-22: Declaration of Official Intent to Reimburse Expenditures for Clean Water Fund Program (CWFP) Project
- Resolution #23-23: Resolution Appointing Authorized Representative to File Applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund

7. Ordinance #23-13: Amending the 2050 Comprehensive Plan

8. Budget & Finance Committee

- Pay Request #2 - Oaks of Jackson Subdivision - DF Tomasini Contractors Inc.
- Pay Request #3 - Oaks of Jackson - Subdivision - DF Tomasini Contractors Inc.
- Pay Request #2 - 2023 Utility Street Improvement Project - Vinton Construction
- Pay Request #6 - STH 60 Utility Upgrade Project - Advance Construction

9. Plan Commission

- Conditional Use Permit - Request to Exceed the Maximum Number of Dogs Per Residence - N170W20225 Hunters Road - Crystal Colburn
- Conditional Use Permit for Operation of a U-Haul Dealership at N168W20069 Main Street
- Ordinance #23-12 - Rezoning Parcel V3_019700V - Jackson Townhomes
- Zoning Code Audit - Discussion Only

10. Board of Public Works

- Impact Fee Study - Trilogy Consulting LLC

11. Personnel Committee

- K9 Unit Memorandum of Understanding with the Jackson Professional Police Association, WPPA LEER

12. West Bend School District Report

13. Washington County Board Report

14. Greater Jackson Business Alliance Report

15. Mid-Moraine Municipal Association Report

16. Closed Session pursuant to Wis. Stats. §19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over

which the Village has jurisdiction or exercises responsibility and 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."

The closed session is for the following purposes:

- a) K9 Unit Memorandum of Understanding with the Jackson Professional Police Association, WPPA LEER; and
- b) To discuss the Village strategic approach related to the sale and development of properties publically owned in TID 7; and
- c) 2023 Village Administrator performance review.

17. Reconvene into Open Session with Possible Action Related to the Subject(s) of the Preceding Closed Session

18. Adjourn

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

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

ORDINANCE #22-13

**AN ORDINANCE TO AMEND 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 Exhibit 8.11 titled "Projected Land Use: 2050" in the adopted comprehensive plan; and

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

WHEREAS, the Village published a Class 1 public notice and held a public hearing on April 12, 2022 to obtain public comments regarding the comprehensive plan amendment, as 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

WHEREAS, by a majority vote of the entire Plan Commission recorded in its official minutes on August 17, 2023, the Plan Commission recommends to the Village Board the revisions to the adopted comprehensive plan as included in adopted Resolution #23-16 and as set forth herein.

NOW, THEREFORE BE IT RESOLVED, the Village of Jackson Village Board, Washington County Wisconsin ORDAINS AS FOLLOWS:

Section 1. Amend Map 1, titled "Land Use Plan for the Village of Jackson: 2050" on page 5 of the Comprehensive Plan for The Village of Jackson: 2050 by changing the projected land use for Parcel V3_019700V from Government/Institutional District to Multiple-Family Residential District.

Section 2. This ordinance shall become effective upon passage and posting, or publication as provided by law.

Section 3. The Village Clerk is directed to send a copy of the amendments to each of the following parties listed below pursuant to Section 66.1001(4)(b) of the Statutes:

- 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.

Section 4. The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific Section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

Section 5. The Village Clerk and Village Administrator are authorized and directed to make all changes within the Village of Jackson Code of Ordinances necessary to reflect this ordinance.

Introduced by: _____ Seconded by: _____

Vote: _____aye _____nay Passed and approved_____

VILLAGE OF JACKSON

By: _____
Brian J. Heckendorf, Village President

Attest:

Anastasia Gonstead, Village Clerk

Proof of Posting:

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

Village Official

Date _____

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: August 17, 2023

Agenda Item: Item #4

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

From: Collin Johnson, Director of Inspections & Zoning

Subject: Conditional Use Request – Request to Exceed the Maximum Number of Dogs per residence – N170 W20225 Hunters Road – Krystal Colburn

Background and Analysis:

The property owners are requesting approval to keep a third dog on their property. They currently own three dogs: *Clarence, Australian Shepard*, (2y 3m old), male, neutered; *Nodder, Australian Shepard*, (2y 5m old), male, neutered; *Chester, Australian Shepard Mix*, (2y 4m old), male, neutered.

Ordinance Section 6-53 requires all dogs and cats to be licensed and Ordinance Section 6-54 regulates the number of dogs and cats that may be licensed for any one residence as outlined below:

Sec. 6-53. Dog and cat licenses.

(a) Required; fees. It shall be unlawful for any person in the village to own, harbor, or keep any cat or dog more than five months of age that has not been licensed by the village. License fees shall be as provided in the village fee schedule.

(b) Seizure of animals in violation. Police officers are authorized to capture and restrain any dog or cat running at large and any untagged dog, and to transfer the animal to the custody of the county humane society. This does not preclude the immediate killing of a dog for the protection of other animals and persons as authorized in this chapter.

Sec. 6-54. Maximum number of cats and dogs per residence.

No more than two dogs and two cats may be licensed for any one residence. Exceptions may be requested by application to the plan commission and village board for a conditional use permit or PUD amendment.

Comprehensive Plan & Zoning Impacts:

None

Site Plan:

See attached location map.

Additional Staff Comments:

Jackson PD review is forthcoming.

Review Procedures:

The Plan Commission is advisory; and the Village Board makes the final decision following a Public Hearing.

Notice Requirements:

- Posting on the agenda
- Notification of all contiguous property owners.
- Class II Legal Notice

Potential Action:

Motion to recommend the Village Board approve/deny the Conditional Use Permit for N170 W20225 Hunters Road. If approved, it shall be subject to the following conditions:

1. No additional animals may be kept upon the property.
2. The dogs shall be vaccinated and licensed annually with the Village.
3. The Conditional Use Permit shall expire at any such time any one of the current dogs passes away or no longer resides at the property.
4. No similar Conditional Use Permits shall be granted to the owners in the future.
5. Upon receipt of a written complaint and review by the Plan Commission, this Conditional Use Permit may be subject to additional regulation and/or potential revocation by the Village.

Attachments:

1. Application
2. Location Map

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: N170 W20225 Hunters Rd Unit: _____ Jackson, WI
Parcel #: _____ Lot Size: _____ sq. ft. Building Area: _____ sq. ft.
Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☐ PUD ☐ Other _____ Floodplain: Y / N

APPLICANT INFORMATION

Name(s): Krystal Colburn
Mailing Address: N170 W20225 Hunters Rd State WI Zip 53037
Office: (____) _____ Cell: (962) 689-7209 Fax: (____) _____
Email: Krystal.harmory13@gmail.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): SELF
Address: _____ State _____ Zip _____
Office: (____) _____ Cell: (____) _____ Fax: (____) _____
Email: _____

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: _____
Primary Contact: _____
Address: _____ State _____ Zip _____
Office: (____) _____ Cell: (____) _____ Fax: (____) _____
Email: _____

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

Briefly explain what you are requesting to be reviewed and/or approved: Requesting to have 2 dogs
allowed at my residence as I already had 3 dogs when I purchased
a house here in jackson

Provide a brief overview of proposed use(s) of entire property and/or lease space: _____

Hours of Operation: _____

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.: _____

Describe all businesses, properties and other entities located adjacent to the proposed use: only homes
surrounding my house

Describe any proposed, development, on-site improvements, or other construction/remodeling activities: _____

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

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

Describe any proposed on-site security measures including site lighting: _____

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

Describe the projected traffic circulation and impacts: _____

List all setbacks from rights-of-way and property lines and height limitations: _____

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

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

Describe any proposed signage including type, size, and location: _____

If construction is proposed, describe proposed exterior building materials (type, color, etc.): _____

Describe any site-specific features/constraints, etc.: _____

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____

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

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____

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): Krystal Colburn
Applicant Signature: Krystal Colburn
Co-Applicant Name (Print): _____
CO-Applicant Signature: _____
Date of Application: 7-17-23

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 x810
Email: collin.johnson@villageofjacksonwi.gov

TERMS OF THIS PERMIT

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

VILLAGE APPROVAL:

☐ TEMPORARY Expiration Date: _____, 20____

Plan Commission Approval: Meeting Date: _____, 20____

Village Board Approval: Meeting Date: _____, 20____

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

Approved by: Village Administrator

Conditions and Duration of Approval:

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

Conditions of Approval: _____

APPLICATION DENIED: Date: _____, 20____

Staff Initials: _____

Reason for Denial: _____

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

Date Received: 7-19-23

Amount: \$ 175.00

Payment Type: CH / CC / CASH

Check/Rcpt. #: 168

Received By: [Signature]

VILLAGE OF JACKSON

N168W19851 MAIN ST
JACKSON, WI 53037

Receipt Nbr: 272700
Date: 7/19/2023
Check

RECEIVED FROM COLBURN, KRYSTAL \$195.00

Type of Payment	Description	Amount
Accounting	Account Nbr: 100-00-45730-000-000	175.00
	PLANNING / ZONING FEES	
	PLAN COMM APP FEE / K COLBURN/ CK #168	
	Account Nbr: 100-00-43320-000-000	20.00
	DOG LICENSE	
	DOG TAGS #7731 & 7732 / COLBURN/ CK #168	

TOTAL RECEIVED 195.00

Receipt Memo: DOG TAGS #7731 & 7732 & PC APP/ CK #168



L

Taking the lead in Washington County.

APPLICATION FOR DOG LICENSE

Dog Licenses are due January 1. All dogs over the age of 5 months must be licensed annually. If your dog is not licensed by April 1, a \$10.00 late penalty (per dog) will be added to the regular license fees. In addition, a citation could be issued to you by the Police Department for failure to license your pet. Proof of rabies vaccine showing the name of the veterinarian, vaccination manufacturer, vaccination serial number and vaccination expiration date is required before a license can be issued, per state statutes.

Please make checks payable to the VILLAGE OF JACKSON.

Dog License No. 7731
Leave blank

Date 7 / 19 / 2023

Name-Owner/Keeper

of Dog Calburn Krystal Phone 262-689-7209
Last First

Address N170 W20225 Hunters Rd Jackson WI 53037

Email Address Krystalharmony13@yahoo.com

Name of Dog Clarence Color White w/spots Breed Australian Shepherd

State law requires proof of updated rabies shot before a license can be issued. A copy of the rabies certificate is required with this application.

☐ Male \$15.00 ☐ Female \$15.00
☒ Neutered \$10.00 ☐ Spayed \$10.00
☐ Late Fee \$10.00, After March 31st

Vet's Name: _____

OWNER'S SIGNATURE: Krystal H. Sluy

A license may be purchased at the Jackson Municipal Complex in the Administration Office, by mail or by placing the application and rabies certificate in the drop box located at N168W19851 Main Street.

(If mailing or placing in the drop box, please provide a self-addressed stamped envelope.)

RETURN TO THE VILLAGE OF JACKSON CLERK

Please fill out and return if applicable:

Due to the disposition checked below, a dog license is not required by listed owner, for the dog described below, because: () Deceased () Sold or Given to:

Name-Owner/Keeper

of Dog _____ Phone _____
Last First

Address _____

Name of Dog _____ Color _____ Breed _____

SIGNATURE: _____

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

www.villageofjacksonwi.gov

Hilltop Veterinary Services

N1101 COUNTY ROAD HH
KEWASKUM, Wisconsin 53040
(262)808-3638 -

Rabies Certificate

17-Aug 2022

Client ID: 665

Patient ID: 1053

Client Name: Krystal Colburn

Patient Name: Clarence

Address:

Species: Canine

West Bend, Wisconsin 53095

Breed: Shepherd, Australian

Sex: Neutered Male

Color: Mearle

Phone: 262-689-7209 // 262-689-7209

Birthday: 2021-05-06

Weight:

Tag Number:

2022-851

Vaccination Date:

2022-08-17 16:33:49

Vaccination Expires:

17-Aug 2025



L

Taking the lead in Washington County.

APPLICATION FOR DOG LICENSE

Dog Licenses are due January 1. All dogs over the age of 5 months must be licensed annually. If your dog is not licensed by April 1, a \$10.00 late penalty (per dog) will be added to the regular license fees. In addition, a citation could be issued to you by the Police Department for failure to license your pet. Proof of rabies vaccine showing the name of the veterinarian, vaccination manufacturer, vaccination serial number and vaccination expiration date is required before a license can be issued, per state statutes.

Please make checks payable to the VILLAGE OF JACKSON.

Dog License No. 7732 Date 7/19/2023
Leave blank

Name-Owner/Keeper
of Dog Colburn Krystal Phone 262-689-7209
Last First

Address N170 W20225 Hunters Rd Jackson WI 53037

Email Address Krystal.hernandez13@yahoo.com

Name of Dog Nodder Color tri-color Breed Australian shepherd

State law requires proof of updated rabies shot before a license can be issued. A copy of the rabies certificate is required with this application.

☐ Male \$15.00 ☐ Female \$15.00
☒ Neutered \$10.00 ☐ Spayed \$10.00
☐ Late Fee \$10.00, After March 31st

Vet's Name: _____

OWNER'S SIGNATURE: Krystal Hernandez

A license may be purchased at the Jackson Municipal Complex in the Administration Office, by mail or by placing the application and rabies certificate in the drop box located at N168W19851 Main Street.

(If mailing or placing in the drop box, please provide a self-addressed stamped envelope.)

RETURN TO THE VILLAGE OF JACKSON CLERK

Please fill out and return if applicable:

Due to the disposition checked below, a dog license is not required by listed owner, for the dog described below, because: () Deceased () Sold or Given to:

Name-Owner/Keeper
of Dog _____ Phone _____
Last First

Address _____

Name of Dog _____ Color _____ Breed _____

SIGNATURE: _____

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

www.villageofjacksonwi.gov

Hilltop Veterinary Services

N1101 COUNTY ROAD HH
KEWASKUM Wisconsin 53040
(262)808-3638 -

Rabies Certificate

17-Aug 2022

Client ID: 665

Patient ID: 1052

Client Name: Krystal Colburn

Patient Name: Nodder

Address:

Species: Canine

Breed: Shepherd, Australian

West Bend, Wisconsin 53095

Sex: Neutered Male

Color: Mearle

Phone: 262-689-7209 / / 262-689-7209

Birthday: 2021-03-24

Weight:

Tag Number:

2022-852

Vaccination Date:

2022-08-17 16:45:51

Vaccination Expires:

17-Aug 2025



NL

Taking the lead in Washington County.

APPLICATION FOR DOG LICENSE

Dog Licenses are due January 1. All dogs over the age of 5 months must be licensed annually. If your dog is not licensed by April 1, a \$10.00 late penalty (per dog) will be added to the regular license fees. In addition, a citation could be issued to you by the Police Department for failure to license your pet. Proof of rabies vaccine showing the name of the veterinarian, vaccination manufacturer, vaccination serial number and vaccination expiration date is required before a license can be issued, per state statutes.

Please make checks payable to the VILLAGE OF JACKSON.

Dog License No. _____ Date ____/____/20____
Leave blank

Name-Owner/Keeper
of Dog Colburn Krystal Phone 262-689-7209
Last First

Address N170 W20225 Hunters Rd Jackson WI 53037

Email Address Krystal.harmay13@yahoo.com

Name of Dog Chester Color black/brown Breed mix (mostly Shepherd)

State law requires proof of updated rabies shot before a license can be issued. A copy of the rabies certificate is required with this application.

☐ Male \$15.00	☐ Female \$15.00
☒ Neutered \$10.00	☐ Spayed \$10.00
☐ Late Fee \$10.00, After March 31st	

Vet's Name: _____

OWNER'S SIGNATURE: Krystal H. Harmay

A license may be purchased at the Jackson Municipal Complex in the Administration Office, by mail or by placing the application and rabies certificate in the drop box located at N168W19851 Main Street.

(If mailing or placing in the drop box, please provide a self-addressed stamped envelope.)

RETURN TO THE VILLAGE OF JACKSON CLERK

Please fill out and return if applicable:

Due to the disposition checked below, a dog license is not required by listed owner, for the dog described below, because: () Deceased () Sold or Given to:

Name-Owner/Keeper
of Dog _____ Phone _____
Last First

Address _____

Name of Dog _____ Color _____ Breed _____

SIGNATURE: _____

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

www.villageofjacksonwi.gov

Hilltop Veterinary Services

N1101 COUNTY ROAD HH
KEWASKUM, Wisconsin 53040
(262)808-3636 -

Rabies Certificate

13-Jan 2023

Client ID: 665

Patient ID: 4033

Client Name: Krystal Colburn

Patient Name: Chester

Address:

Species: Canine

West Bend, Wisconsin 53095

Breed: Shepherd, Australian Mix

Sex: Neutered Male

Color: Tri

Phone: 262-689-7209 // 262-689-7209

Birthday: 2021-04-17

Weight:

Tag Number:

2023-204

Vaccination Date:

2023-01-13 16:06:34

Vaccination Expires:

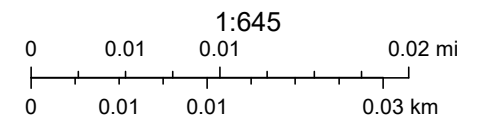
13-Jan 2026

N170 W20225 Hunters Road



7/19/2023, 4:00:26 PM

- | | | | | | | | |
|--|----------------|--|-------------------------|--|---|--|---------------------|
|  | Override 1 |  | Subdivision Name |  | Lot |  | Municipality |
|  | Current Parcel |  | Parcel Taxkey & Acreage |  | Plat |  | Local Road Labels |
|  | Address Point |  | PLSS Section |  | Assessor Plat; Cemetery Plat; Subdivision |  | City/Village Street |
|  | Lot Number |  | PLSS Quarter |  | Right-of-Way | | |



STAFF MEMO

Village of Jackson Plan Commission

Meeting Date: August 17, 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: Conditional Use Request – U-Haul Dealership – N168 W20069 Main Street
– Frank and Nicki Derenne

Background and Analysis:

The property owners are requesting approval to operate a U-Haul dealership at the property described as N168 W20069 Main Street. Operation of the dealership includes on-site outdoor storage and rental equipment and vehicles such as box trucks, cargo vans, pick-up trucks, utility trailers, car haulers and similar equipment. Additional retail items include packing and moving supplies and equipment such as cardboard boxes, tapes, storage bags, utility and appliance dolly's, etc. A previous U-Haul dealership operated at the same location from 2018 to 2022. At that time, the Village approved the PUD Amendment contingent upon the following:

1. All service/repair work to vehicles, trailers, and other equipment was to be performed off-site.
2. Vehicles, trailers, and other equipment was to be stored in a neat and orderly fashion. Parking or storage on grass/lawn areas is to be prohibited. Parking areas for vehicles and equipment shall be striped.
3. A maximum of seven vehicles and trailers were permitted to be parked in the designated area along the east side of the parking lot with overflow parking permitted at the rear of the building until such a time they can be relocated to other dealerships.
4. Emergency vehicle access to the rear of the property was to be maintained at all times.

Abutting properties include Coffeville to the west, and vacant Village owned property to the east. There are no directly abutting properties to the south. Additionally, the owner has been advised that the two dead trees located along the east side of the property need to be removed.

Comprehensive Plan & Zoning Impacts:

The subject property is listed as General Commercial under the Village Comprehensive Plan. The property is zoned Planned Unit Development. The proposed use is consistent with both.

Site Plan:

See attached location map.

Additional Staff Comments:

None

Review Procedures:

The Plan Commission is advisory; and the Village Board makes the final decision following a Public Hearing

Notice Requirements:

- Posting on the agenda
- Notification of all contiguous property owners.
- Class II Legal Notice

Potential Action:

Motion to recommend the Village Board approve/deny the Conditional Use Request to allow for the operation of a U-Haul dealership at N168 W20069 Main Street. If approved, it shall be subject to the following conditions:

1. All major service/repair work to vehicles, trailers, and other equipment is to be performed off-site. This also includes installation of trailer hitches, vehicle wiring, and similar services associated with a U-Haul Dealership. Applicant may apply for additional use approval for such services should they want to offer them in the future.
2. Vehicles, trailers, and other equipment are to be stored in a neat and orderly fashion upon gravel or paved surfaces only. Parking or storage on grass/lawn is strictly prohibited. Parking areas for vehicles and equipment shall be striped.
3. A maximum of _____ (Plan Commission to establish) vehicles and/or trailers are permitted to be parked in the designated area along the east side of the parking lot. Overflow parking shall be permitted at the rear of the building on gravel or paved surfaces only until such a time they are rented or can be relocated to other dealerships. At no time shall there be more than _____ (Plan Commission to establish) vehicles, trailers, or equipment stored onsite.
4. Retail items such as hand trucks, cardboard boxes, and other moving supplies/equipment shall be kept indoors.
5. Maintain emergency vehicle access to the rear of the property at all times.
6. All signage shall be submitted for review and approval in accordance with the Village Sign Code.
7. Upon receipt of a written complaint and review by the Plan Commission, this Conditional Use Approval may be subject to additional regulation and/or potential revocation by the Village.

Attachments:

1. PC Application
2. Location Map
3. U-Haul Dealer Brochure

Village of Jackson
PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

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

Property Address: 1108 W 200th Main St. Unit: 3 Jackson, WI

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

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

APPLICANT INFORMATION

Name(s): Frank + Nicki Derenne

Mailing Address: 1108 W 200th Main St State WI Zip 53037

Office: (____) _____ Cell: (262) 573-1198 Fax: (____) _____

Email: nicki @mstreetmarket.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): MC Flitsch Enterprise, LLC

Address: 4059 Mary Ln, Cedarburg State WI Zip 53012

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

Email: mflitsch99@gmail.com

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: N/A

Primary Contact: _____

Address: _____ State _____ Zip _____

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

Email: _____

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

Briefly explain what you are requesting to be reviewed and/or approved: Have / Rent Uhaul Trucks / trailers out of the parking lot

Provide a brief overview of proposed use(s) of entire property and/or lease space: Would be Parking trucks along the east side of Parking lot

Hours of Operation: Whenever there is a reservation

Provide a brief overview of proposed daily on-site operations: Customer comes to get a truck, drives off, brings it back and checks it in after it is parked.

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.: Trucks / trailers pulling in/out. No speakers in trucks, they are not any louder than a normal truck. Not diesel.

Describe all businesses, properties and other entities located adjacent to the proposed use: our store, Auto Thirst. Coffeeville is next door to the west.

Describe any proposed, development, on-site improvements or other construction/remodeling activities: Possibly a Parking Sign

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

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

Describe any proposed on-site security measures including site lighting: Lighting was already updated + improved

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): N/A

Describe the projected traffic circulation and impacts: Being only a handful of trucks
the traffic should not be impacted

List all setbacks from rights-of-way and property lines and height limitations: _____

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: Already have
with Main Street Market

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: maybe a Parking / no
Parking sign

If construction is proposed, describe proposed exterior building materials (type, color, etc.): N/A

Describe any site-specific features/constraints, etc.: N/A

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____
Trucks will be parked along the east side of
the lot. other spots already are there

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

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____

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): Frank Derenne
Applicant Signature: Frank Derenne
Co-Applicant Name (Print): Nicki Derenne
CO-Applicant Signature: Nicki Derenne
Date of Application: 7/26/23

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: _____

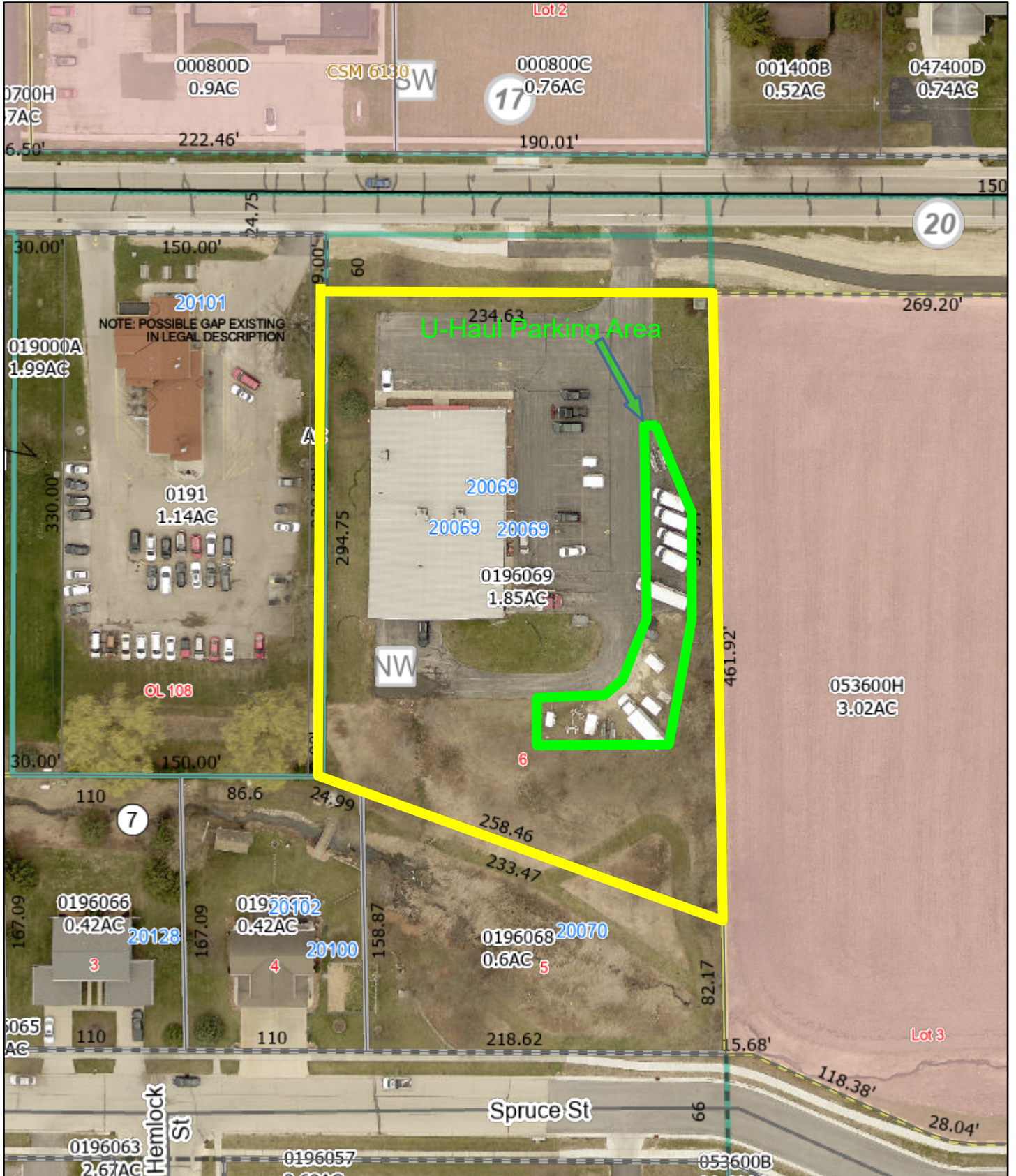
APPLICATION DENIED: Date: _____, 20____

Staff Initials: _____

Reason for Denial: _____

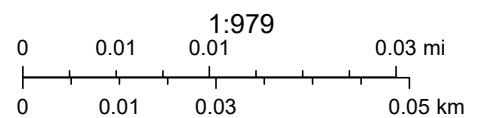
FOR OFFICE USE ONLY	
Acct. #: 100-00-45730-000-00	
Date Received:	7/27/23
Amount: \$	175
Payment Type:	CH / CC / CASH
Check/Rcpt. #:	751
Received By:	CMJ

N168 W20069 Main Street

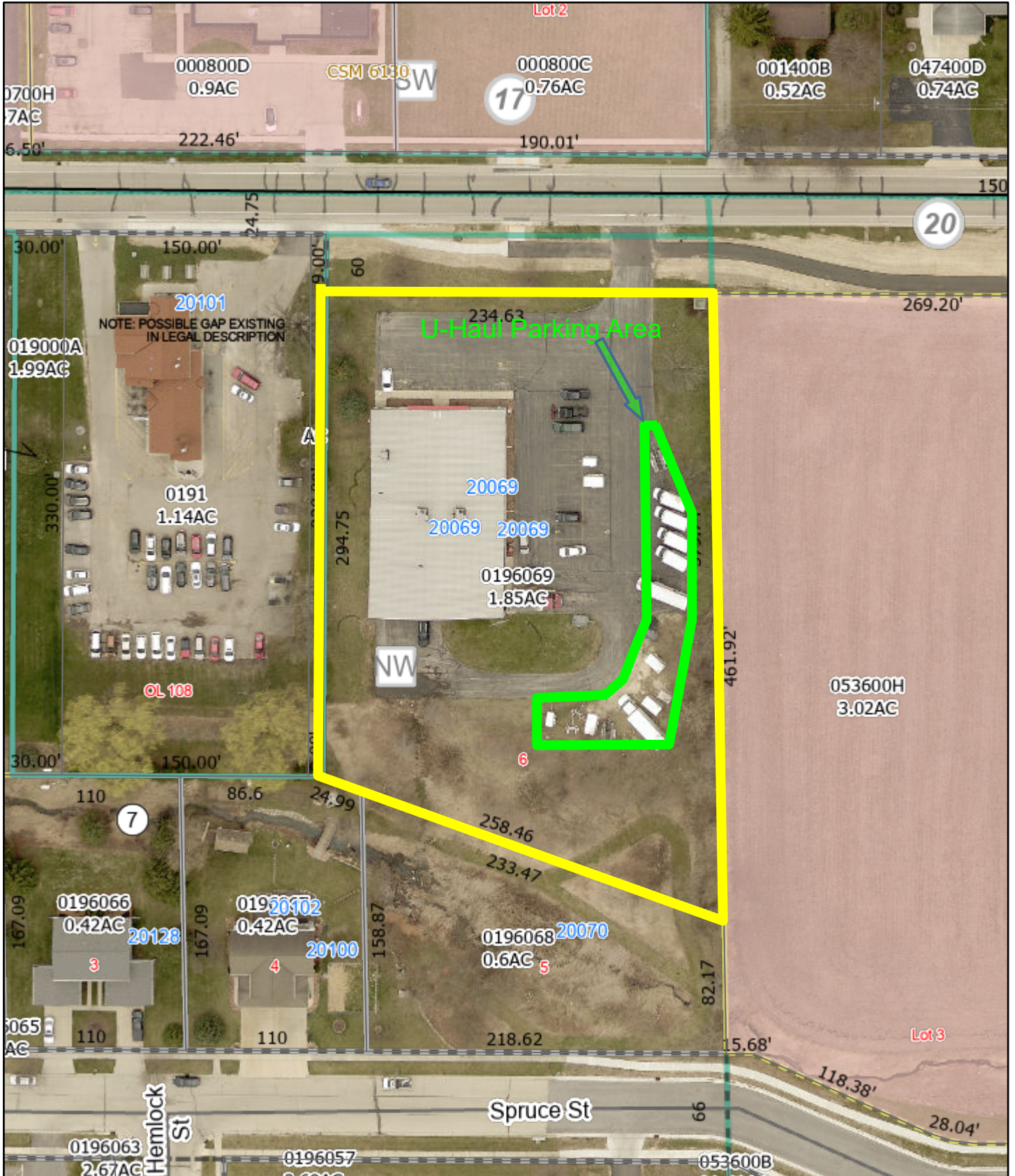


7/28/2023, 3:12:27 PM

- | | | |
|--|--|--|
| <ul style="list-style-type: none"> Override 1 Override 1 Override 2 Current Parcel Road Centerline STH, CTH State Highway Address Point Lot Number | <ul style="list-style-type: none"> Certified Survey Number Subdivision Name Leader Lines Parcel Taxkey & Acreage PLSS Boundary PLSS Section PLSS Quarter Lot | <ul style="list-style-type: none"> Plat Certified Survey Map Assessor Plat; Cemetery Plat; Subdivision Right-of-Way Retired Parcel Municipality Local Road Labels Local Road Landhook |
|--|--|--|

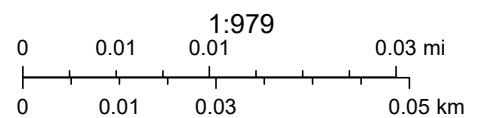


N168 W20069 Main Street



7/28/2023, 3:12:27 PM

- | | | |
|--|--|--|
| <ul style="list-style-type: none"> Override 1 Override 1 Override 2 Current Parcel Road Centerline STH, CTH State Highway Address Point Lot Number | <ul style="list-style-type: none"> Certified Survey Number Subdivision Name Leader Lines Parcel Taxkey & Acreage PLSS Boundary PLSS Section PLSS Quarter Lot | <ul style="list-style-type: none"> Plat Certified Survey Map Assessor Plat; Cemetery Plat; Subdivision Right-of-Way Retired Parcel Municipality Local Road Labels Local Road Landhook |
|--|--|--|





Use our Brand to Build Your Business



**Make Thousands
with No Investment**

uhaul.com/dealer

Make Your Business More Profitable

Becoming a U-Haul® dealer may be the single easiest way for you to make your business more profitable, because no other truck sharing company offers its dealers more: more customers; more commissions; more support; more equipment and accessories.



More Customers

In its more than 70 years of operation, U-Haul® has developed a very strong, highly recognized name among consumers. The U-Haul name alone will attract customers to your business. In addition, your location listed on uhaul.com provides more exposure for your business to potential moving customers than anyone else in the industry.

No Capital Investment

You don't pay a thing to become a U-Haul dealer.* There is no franchise fee. No capital investment. You'll earn extra money simply by putting your unused land and labor to productive use.

More Commissions

U-Haul not only pays the highest commissions in the industry—22% on average—but we pay them on time, every time. Our dealers can count on us, as they have for more than 70 years.

Referral Commissions

When a U-Haul Dealer secures a reservation that is later dispatched by another U-Haul outlet, the reserving dealer will still receive a portion of the rental commission (known as Referral Commission) once the reservation is applied to a rental contract.

Fast Pay

Receiving commissions is quick, easy and automatic with the U-Haul Fast Pay Program®. With Fast Pay, commissions are paid weekly or monthly (your choice), directly into a bank account you designate. No set-up or transaction fees.

Our commission rate** for full time, full line dealers (rents all U-Haul equipment, open 7 days a week) is:

- 
- 35% – of the amount collected for equipment damaged during the rental.
 - 15% – of the first month's storage rent at participating U-Haul Center or Self-Storage Affiliate locations.
 - Get paid for setting trailer hitch appointments.
 - 20% – for U-Haul Truck Share®.
 - 25% – for In-Town® and one-way auto transport and tow dolly rentals.
 - 25% – for one-way trailer and moving rental items.
 - 35% – for In-Town trailer and moving rental items.
 - 60% – for U-Box® container monthly rent.
 - 7.5% – for shipping full container(s) one-way.

*The only expense is your monthly phone bill and web access fee.
(5 S.O.A.R. rentals can get all fees waived-See page 7).

**Commission rates 1% less if open 7 days but only rents trucks or rents all equipment but only open 6 days per week. Rates 2% less if only rents trucks and open 6 days a week.



Top-Notch Equipment; Variety of Moving Rental and Sales Items

The Best Equipment in the Business for the Self-Mover

Only U-Haul® moving vans are designed specifically with the self-mover in mind and offer such customer pleasing features as Low Decks™, EZ-Load Ramps®, Gentle-Ride Suspensions™, Mom's Attic®, automatic transmissions, AM/FM radios and unlimited tie-downs on rub rails. U-Haul moving vans really are designed to *Make Moving Easier®*, which is why more people choose to move with U-Haul.

Cargo Vans and Pickups Offer Endless Opportunities

Having these vehicles attract local businesses, storage customers and customers that just need a small vehicle to your business. Several customers will want these on a regular basis for their business (caterers, parcel companies, landscapers and plumbers, just to name a few). They are versatile, easy to display, easy to drive and desired by many. They are the ideal fit for metro locations and locations with little room for parking. Competitive, multiple pricing options (daily, weekly and monthly) for business and long term customers allow you to offer the best value for their needs while adding extra money to your bottom line.



Only U-Haul Offers Trailers In-Town® and One-Way

U-Haul offers a full line of trailers and leads the way with the best car haulers in the industry. Because trailer hook-up may take more time, we pay our dealers a higher commission on them. That can add up quickly when you consider that a third of customers who need one-way moving vans also need additional U-Haul equipment for towing behind the van.



Moving Items

People who move usually need more than just a moving van and/or trailer. As a U-Haul® dealer, you can offer extra moving rental items often needed for a move, such as Appliance Dollies™, versatile utility dollies, furniture pads, auto transports and tow dollies. Only U-Haul car haulers are available to customers for towing behind their own vehicles. Commissions from these accessories run as high as 35%, which can add up very quickly.



Boxes and Moving Supplies

To increase your profits even more, we offer a wide range of highly profitable boxes and moving supplies (support sales items) for resale, including boxes, rope, tape, Enviro-Bubble™, shrink wrap, locks, etc.



Uhauldealer.com / the Buyer's

Club allows you to order online 24/7, free delivery right to your door. You'll have the opportunity to sell the very items consumers need for moving, storing, even for shipping.



Total Support: Advertising, Sales Tools, Training & Automation

Advertising

U-Haul® dealers are provided the advertising and promotional materials they need to market their dealership. U-Haul dealerships are promoted on the Location Finder at uhaul.com and all U-Haul dealers receive effective point-of-sale merchandising materials such as basic signs, banners, product literature, moving guides and packing planner checklists at no charge. These materials are designed to make selling U-Haul products and services easier.

Customer Sales Tools

Generating new U-Haul business is a breeze because the U-Haul phone number will ring right into your primary business line. This allows you to never miss a call—and the only cost to you is the monthly phone charge.

You'll also receive a variety of free sales tools, many online, including a Customer Service Form, Scheduling Log, Users Guide and Receiving and Dispatching Tag.

As well as these benefits:

- *Customer Service*
As part of a network of thousands, you have the authority to resolve issues at the point of sale.
- *Online Reservations*
Provided at no cost.
- *U-Haul Truck Share 24/7SM*
Available at all dealerships.
- *24 Hour Operators*
Providing reservations at no cost to you.
- *Customer Reviews*
Our unedited customer reviews posted online provide a “snapshot” of your customer’s experience.
- *Guaranteed Reservations*
Right equipment — right location — right time.

Instruction/Personnel

Getting started as a U-Haul dealer is made easier by assigning you an area field manager whose primary job is to answer your questions and assist you whenever needed. In addition, you’ll receive instruction materials and online help on subjects ranging from how to hook up a trailer to effective selling techniques.

*U-Haul provides its dealers with tot
training and automation are*



U-Haul University®

U-Haul University is an online interactive, self-paced instruction program for additional know how. These classes are designed to help with the basic principles of customer service. This allows a dealer to learn how to successfully operate a U-Haul® dealership.



Top Management Available

You'll also have the comfort of knowing you can call on your U-Haul marketing company president whenever needed—the person who has bottom-line responsibility within our organization.

Dealer Automation

U-Haul has a state-of-the-art internet based point-of-sale system, starting as low as \$10 a month.

Dealers use their own PC and mobile device with internet service provider to conduct U-Haul business quickly and easily on a secure site online.



total support. Advertising, sales tools, are parts of the dealer package.

S.O.A.R.®

U-Haul® Dealers and U-Haul Self-Storage Affiliates can also make their profits *soar* by taking advantage of the Secured Online Affiliation Rentals (S.O.A.R.) program. Through the S.O.A.R. program, thousands of U-Haul dealers and U-Haul Self-Storage Affiliates can rent storage rooms for their customers at more than 6,000 U-Haul centers and U-Haul Self-Storage Affiliates throughout the U.S. and Canada. Dealers earn 15% commission of the first month's storage rate and affiliates can network with neighboring dealers to increase their own storage occupancy. Also, dealers get \$5 through S.O.A.R. for hitch installation appointments at U-Haul centers.

Moving Help®

Moving Help provides a place where customers who are utilizing U-Haul rental equipment can find labor services like loading, unloading, packing and more. Many U-Haul Dealers gain additional income by becoming Moving Help service providers and are listed on MovingHelp.com at no charge. As a Moving Help service provider, you can increase your profits by helping customers who are in need of a few hours of labor services.

U-Box® Container Rentals

U-Box Moving & Portable Storage containers are one of the fastest growing segments of the DIY Moving & Storage industry.

The best part about providing U-Box containers for a move or as a portable storage solution is giving your customers the flexibility and control to plan the perfect move. An excellent way for dealers to generate additional U-Box revenue is to utilize any available unused covered space to store full U-Box containers. This allows you to jump into the self-storage business with no up-front cost! You can also increase your bottom line when customers choose to ship their container(s) one-way. In addition, to the shipping commission, dealers earn \$30 per container to load or off load a freight truck. As a companion to container rentals, your business may choose to participate in U-Box container home deliveries. These services are a unique and exciting way to promote additional profit growth for your business and provide your customers with the flexibility and convenience they desire for their next move.



Additional Benefits That Round Out Our Package

Uhauldealer.com

All U-Haul® dealers have their own website, uhauldealer.com, where they can communicate with each other on message boards, view their commission statements or take advantage of discounted merchandise sold through the U-Haul Dealer Buyer's Club. U-Haul dealers have the opportunity to purchase a wide variety of items for resale or just for use in their store. Benefit plans for health and life insurance are also available for U.S. dealers.*

Credit Card Processing

Take advantage of retail credit card processing from U-Haul. Our point-of-sale system allows you to incorporate your retail sales right alongside our moving supplies in one transaction. All for a low percentage fee. No set up charges. No report charges. No extra charges per transaction. You can't beat the package deal!

Dealer Referrals

You can earn an additional \$200 by referring a business friend that joins the U-Haul dealership organization.

Credit Union Membership

U.S. U-Haul Dealers may join the U-Haul Federal Credit Union and enjoy all the benefits a credit union offers: Convenience, low-cost loans, savings programs, even checking accounts. U-Haul dealers may direct deposit all or part of their commissions into one or more credit union accounts. As a valued member of the U-Haul team you can participate in savings on travel, lodging and other recreational opportunities.



*Check with your Area Field Manager for more information and availability in your area.



Earmarks of a Successful U-Haul® Dealership

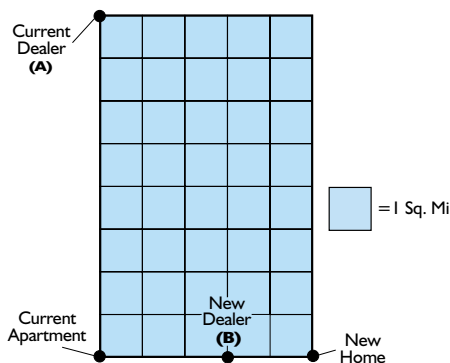
Is your business a good candidate to become a successful U-Haul dealership? It is if



your location has high visibility and traffic and you have land available to attractively display U-Haul trucks and trailers. And if you can back that up with your personal commitment to develop your U-Haul dealership to its maximum potential, you've got the foundation for tremendous success.

Why Being a U-Haul Dealer is Good for the Environment and the Customer.

Neighborhood Dealerships Enhance the Environment



	Dealer A	Dealer B
Total Miles Driven	34 Miles	13 Miles
Total Gallons Used 6 - 8 MPG*	4.8 Gallons	1.8 Gallons
Total Carbon Emitted	96 lbs	36 lbs

Total Carbon Saved: 60 lbs

- ✓ Dealer B saves the environment 60 lbs of CO². There is a public good created by convenient neighborhood U-Haul Dealers. Less fuel will be burned (and less CO² created) by our customers while accomplishing their move.

Sustainability

Since its inception, U-Haul® has recognized the importance of utilizing all of our resources with economy and effectiveness (E&E) – to be good stewards – to accomplish our promise to meet the needs of our customers today, without compromising the ability of future generations to meet their needs (sustainability).

You can be associated with the very company that founded the do-it-yourself moving industry—U-Haul. Now celebrating more than 70 years as America's Number One Family Mover®, it's the company more people choose to move with. Join us. You'll be glad you did.

Consider the Total Picture

Now consider your options and weigh them carefully. Look at what competitive truck sharing companies offer and compare that to ours. You'll find there are more good reasons to become a U-Haul dealer.

- You'll have more customers for your primary business.
- You'll have the potential to earn more by offering more.
- You'll receive the highest rental commissions in the industry.
- You'll have access to the most complete, top-notch equipment available for self-moving consumers.
- You'll have the opportunity to rent and sell an array of moving-related equipment and accessories.
- You'll have the opportunity to participate in benefits programs.
- You'll have an assigned Area Field Manager to provide total service to your dealership and communication access to your marketing company president.

For more information visit us on the web at

uhaul.com/dealer

1-800-528-0361

For More Information Contact:

Or: Dealer Operations Support
U-Haul International
2727 N. Central Avenue
Phoenix, Arizona 85004

uhaul.com/dealer
1-800-528-0361

TESTIMONIAL

U-Haul has opened up our business to a larger demographic than our hardware store would



usually have access too. I have noticed our sales increased dramatically [after] we decided to add U-Haul packing supplies to our inventory. U-Haul brings consistent business, which supplements our slower nonseasonal months. We have heard via customer feedback, they come to our location because of the convenience of longer hours and [because] we are open on Sundays. Our customers find U-Haul services [are] convenient when they purchase a large item from our store. They can use U-Haul trucks, trailers, and dollies to transport their purchases at a lower cost than what we would charge for delivery. Our partnership with U-Haul has been beneficial and continues to help our small business grow year after year.

— Arthur Holm
Artie's Ace Hardware, Phoenix, AZ

ORDINANCE #23-12

**TO REZONE PARCEL V3_019700V IN THE VILLAGE OF JACKSON AND TO
AMEND THE ZONING MAP OF THE VILLAGE OF JACKSON PURSUANT TO
SECTION 48.34 OF THE MUNICIPAL CODE**

WHEREAS, the Village Board for the Village of Jackson adopted zoning regulations for the Village of Jackson and has amended such regulations from time to time; and

WHEREAS, the zoning regulations, as amended, are codified as Chapter 48 of the Village of Jackson municipal code, which is titled "Zoning"; and

WHEREAS, the Village of Jackson hereby proposes to amend the zoning classification of Tax Parcel V3_019700V; and

WHEREAS, the proposed rezoning has been submitted to the Village of Jackson Plan Commission for report and recommendation; and

WHEREAS, the Village of Jackson Plan Commission considered the matter at its meeting on August 17, 2023, and recommended approval; and

WHEREAS, the Village Board conducted a public hearing on September 12, 2023; and

WHEREAS, the Village Plan Commission has recommended to the Village Board that a permanent zoning classification of R-8 Multiple-Family Residential District be made; and of the recommendation of the Plan Commission, having determined that all procedural requirements and notice requirements have been satisfied, having given the matter due consideration, having determined that the zoning classification is consistent with the Village's Comprehensive Plan, and having based its determination on the effect of granting of said zoning on the health, safety, and welfare for the community, and the immediate neighborhood in which said use will be located, and having given due consideration to the municipal problems involved, as well as the impact on the surrounding properties as to the noise, dust, smoke, odor and others, has hereby determined that the zoning classification will not violate the spirit or intent the zoning ordinance for the Village of Jackson, will not be hazardous, harmful, noxious, offensive or a nuisance by reason of noise, dust, smoke odor or other similar factors and will not for any other reason cause a substantial adverse effect on the property values and general desirability of the neighborhood as long as the development is conducted pursuant to the following conditions and is in strict compliance with the same.

NOW, THEREFORE BE IT RESOLVED, the Village of Jackson Village Board, Washington County Wisconsin ORDAINS AS FOLLOWS:

Section 1. To amend the zoning designation of the subject property, as described above, and depicted as Tax Parcel: V3_019700V on Exhibit A, attached hereto, from Planned Unit Development (PUD) to R-8 (Multiple-Family Residential District), and to amend the zoning map of the Village of Jackson to incorporate the zoning of the subject property.

Section 2. Effective Date

This ordinance shall be in full force and effect from and after its passage and posting or publication as provided by law.

The Village Clerk and Village Administrator are hereby authorized and directed to make all changes within the Village of Jackson Code of Ordinances necessary to reflect this Ordinance.

Introduced by: _____ Seconded by: _____

Vote: _____aye _____nay Passed and approved _____

VILLAGE OF JACKSON

By: _____
Brian J. Heckendorf, Village President

Attest:

Anastasia Gonstead, Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Jackson Municipal Complex, Post Office and one other location in the Village.

Village Official

Date

EXHIBIT A



8/11/2023, 9:46:08 AM

- Override 1

Current Parcel

Road Centerline STH, CTH

State Highway

Address Point

Lot Number

Certified Survey Number

Condominium Name

Parcel Taxkey & Acreage

PLSS Boundary

PLSS Section

PLSS Quarter

Lot

Plat

Certified Survey Map

Condominium

Right-of-Way

Retired Parcel

Municipality

Local Road Labels

Local Road

Named Private Drive
-
- Washington County GIS
Washington County | Southeast Wisconsin Regional Planning Commission | Calvin Lawrence, Dennis Weiss, Nina Rihn | Washington County US Census Bureau |
- Ordinance #23-12
- Page 3 of 3
- Page 44 of 208

RESOLUTION #23-21

FINAL RESOLUTION AUTHORIZING THE LEVY OF SPECIAL ASSESSMENTS AGAINST BENEFITED PROPERTY ASSOCIATED WITH 2023 UTILITY STREET IMPROVEMENT PROJECT CONTAINING SHERMAN ROAD SEWER EXTENSION & HIGHLAND ROAD IMPROVEMENT

WHEREAS, the Village Board of the Village of Jackson, Washington County, Wisconsin, on the 11th day of April 2023, adopted a Preliminary Resolution declaring its intention to levy special assessments pursuant to Section 66.0703, Wisconsin Statutes upon the property benefited by the construction and reconstruction of public improvements consisting of water and sanitary sewer mains; storm sewers; pavement; curb and gutter; and sidewalks.

WHEREAS, the governing body held a public hearing at the Jackson Municipal Complex, located at N168W19851 Main Street at 7:30 p.m. on the 12th day of September 2023 for the purpose of hearing all interested persons who desired to speak concerning the project's improvements and assessments, and

WHEREAS, the governing body has examined the report relating to the improvements and assessments (contained therein) and has considered the statements of those persons appearing at the public hearing,

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Jackson, Washington County, Wisconsin, as follows:

1. The report pertaining to the construction of the above-described public improvements, including plans and specifications, therefore, is adopted and approved.
2. The improvements were carried out in accordance with such report, and payment for assessing the cost to the property shall make the improvements, benefited those properties as indicated in the report.
3. The assessments shown on the report represent an exercise of police power, have been determined and completed on a reasonable basis, and are hereby confirmed. The total amount assessed is \$263,335.01. The amount assessed against each of the affected properties is enumerated in the Assessment Report contained herein.
4. The assessments for all projects included in the report, are hereby combined as a single assessment, but any interested property owner may object to each assessment separately or to all of the assessments jointly, for any purpose.
5. The property owners may, at their option, pay the assessment to the Treasurer

of the Village of Jackson, in one single total payment, or have the amount added as a Special Assessment to their annual property tax statement(s) for a one-, three- or five-year term for amounts less than \$5,000.00 and up to a ten-year term for amounts in excess of \$5,000.00 starting on tax statement year 2023.

- 6. The Village Clerk shall publish this Resolution as a Class 1 notice, an Installment Assessment Notice, in accordance with Section 66.0703, Wisconsin Statutes.
- 7. The Village Treasurer shall mail to every interested person whose post office address is known or can with reasonable diligence be ascertained, including each property owner whose name appears on the property tax roll, a copy of this resolution, an invoice for the final assessment against the benefited property, and a contract agreement form in which the interested party shall elect their option of payment for such assessment, sign, and return to the Village Treasurer.

Introduced by: _____

Seconded by: _____

Vote: _____ ayes _____ nays

Passed and Approved: _____

Brian J. Heckendorf – Village President

Attest: _____
Anastasia Gonstead – Village Clerk

Proof of Posting:

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

Village Official

Date

DRAFT MINUTES
Village Board Meeting
Tuesday, August 8, 2023, at 7:39 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call

President Heckendorf called the meeting to order at 7:39 p.m.

Members Present: Trustees Engelhardt, Olson, and Wells

Members Absent: Trustees Emmrich, Matter, and 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, and Village Treasurer Darlene Smith

2. Pledge of Allegiance

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

3. Public Hearing

Pres. Heckendorf opened the Public Hearings.

a. Conditional Use Permit – Request to exceed the maximum number of dogs per residence - N171W20275 Highland Dr. – Jefferey Farren

b. Ordinance #23-10 Amending Zoning District PUD-04 - The Oaks of Jackson - Village of Jackson

Richard Hron, N166W19554 Pheasant Ln., Jackson commented.

c. Conditional Use Request and Site Plan Review – Parcel V3_053600F – 250 Focus LLC - Excel Engineering

d. Resolution #23-19 Final Assessment for STH 60 Utility Upgrade Project

Sonya Delcamp, N168W19900 Main St. and N168W19950 Main St., Jackson stated the amount of the final assessment for the STH 60 Utility Upgrade Project was \$18,840.00 and was asking what the Village's payment plan options are and when this amount is due.

Pres. Heckendorf closed the public hearing.

4. Village Citizen Comment on an Agenda Item

Robert Richter, N166W19523 Pheasant Ln., Jackson, agenda Item 9e.

Alex Weisheim, W197N16588 Aspen Dr., Jackson, agenda item 9d & 9e

Robert Hearley, W198N16581 Linden Dr., Jackson, agenda item 9c -9d

5. Consent Agenda

a. Approval of Minutes for the Village Board of Meeting of July 11, 2023.

b. Resolution #23-17 Adopting 2022 Compliance Maintenance Annual Report.

c. Resolution #23-18 Accepting Sanitary Sewer and Water in Maple Fields Phase I.

d. 2024-2026 Contract for Assessment Services – Catalis Tax and CAMA Inc.

e. Ordinance #23-11 Amending Section 4-54 of Municipal Code Regarding the Procedure to Issue or Deny an Operator's License – 1st reading.

Motion by Pres. Heckendorf, second by Tr. Wells, to approve Consent Agenda items a-d, pulling Item e for separate review.

Vote: 4 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Engelhardt, to introduce Ordinance #23-11 Amending Section 4-54 of Municipal Code Regarding the Procedure to Issue or Deny an Operator's License.

Vote: 4 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Olson, to suspend the rules and allow the second reading with approval of Ordinance #23-11.

Roll Call Vote: 4 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Wells, to approve Ordinance #23-11 Amending Section 4-54 of Municipal Code Regarding the Procedure to Issue or Deny an Operator's License.

Roll Call Vote: 4 ayes, 0 nays. Motion carried.

6. Licenses

a. Operators

b. Appointment of New Agent for Walgreens – Johnathan Porkert

Motion by Tr. Wells, second by Tr. Olson to approve the Licenses.

Vote: 4 ayes, 0 nays. Motion carried.

7. Appointment of Village Clerk – Anastasia Gonstead

Motion by Pres. Heckendorf, second by Tr. Wells, to approve the recommended appointment of Anastasia Gonstead to the position of Village Clerk.

Vote: 4 ayes, 0 nays. Motion carried.

Administrator Keller administered the Ceremonial Oath of Office to Anastasia Gonstead.

8. Budget & Finance Committee

a. 2024 Budgeting Update and Timeline

This item was for informational purposes.

b. Renewal of Self-Insured Retention Coverage (SIR) – Cities and Villages Mutual Insurance Company (CVMIC)

Motion by Pres. Heckendorf, second by Tr. Engelhardt, to approve Renewal of Self-Insured Retention Coverage (SIR) – Cities and Villages Mutual Insurance Company (CVMIC) Option 1, coverage in the amount of \$20,000.00 per occurrence.

Vote: 4 ayes, 0 nays. Motion carried.

c. Authorization to Increase Water and Sewer Utility Rates effective October 1, 2023.

Motion by Tr. Wells, second by Tr. Olson, to authorize to increase water and sewer utility rates effective October 1, 2023.

Vote: 4 ayes, 0 nays. Motion carried.

d. Resolution #23-19 Final Assessment for STH 60 Utility Upgrade Project

Motion by Pres. Heckendorf, second by Tr. Wells, to approve Resolution #23-19 Final Assessment for STH 60 Utility Upgrade Project to include a 10-year repayment for special assessments more than \$5,000.00 and 1-, 3- and 5-year terms for special assessments \$5,000.00 or less.

Vote: 4 ayes, 0 nays. Motion carried.

- e. Review of Sale of Jackson Sewer Utility 2011 Vactor Jet/Vac truck.
Motion by Tr. Engelhardt, second by Tr. Olson, to approve the sale of the Jackson Sewer Utility's 2011 Vactor 2100+ Jet/Vac Truck to the Village of Slinger in the amount of \$125,000.00.
Vote: 4 ayes, 0 nays. Motion carried.
- f. Review of Bid for WWTP Storage Building Expansion.
Motion by Tr. Olson, second by Tr. Wells, to approve the bid for the Wastewater Treatment Plant Storage Building Expansion from Hunzinger Construction in the amount of \$867,000.00.
Vote: 4 ayes, 0 nays. Motion carried.
- g. Change Order #1 – Oaks of Jackson Subdivision – Roadway Stabilization.
Motion by Tr. Wells, second by Tr. Olson, to approve Change Order #1 for the Oaks of Jackson Subdivision Roadway Stabilization in the amount of \$101,989.45 from DF Tomasini.
Vote: 4 ayes, 0 nays. Motion carried.
- h. Resolution #23-20 Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing.
Motion by Pres. Heckendorf, second by Tr. Olson, to approve Resolution #23-20 Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing.
Vote: 3 ayes, 1 nay. Tr. Engelhardt voted no. Motion carried.
- 9. **Plan Commission**
 - a. **Extraterritorial Plat Review for a Two-Lot Certified Survey Map – 3510 County Trunk P – Mitch and Jenna Krueger**
Motion by Tr. Olson, second by Tr. Wells, to approve the extraterritorial Plat Review for a Two-Lot Certified Survey Map – 3510 County Trunk P – Mitch and Jenna Krueger.
Vote: 4 ayes, 0 nays. Motion carried.
 - b. **Conditional Use Request – Request to exceed the maximum number of dogs per residence – N171W20275 Highland Rd. – Jefferey Farren**
Motion by Pres. Heckendorf, second by Tr. Engelhardt, to approve the Conditional Use Request for N171W20275 Highland Rd – Jefferey Farren to include provisions 1-6, to exceed the maximum number of dogs per residence
Vote: 4 ayes, 0 nays. Motion carried.
 - c. **Conditional Use Request and Site Plan Review – Parcel V3_053600F – 250 Focus LLC – Excel Engineering**
Motion by Pres. Heckendorf, second by Tr. Engelhardt, to approve the conditional use request and site plan review for 250 Focus LLC or its assigns, conditioned to the following:
 - 1. The Conditional Use and Site Plan approvals shall become effective upon conveyance of the property to 250 Focus LLC.
 - 2. Upon receipt of written complaint and review by the Plan Commission, this Conditional Use Permit may be subject to additional regulation and/or potential revocation by the Village.
 Kallie Ogi spoke on behalf of 250 Focus LLC.
Vote: 4 ayes, 0 nays. Motion carried.
 - d. **Ordinance #23-10 Amending Zoning District PUD-04- The Oaks of Jackson – Village of Jackson**
Administrator Keller provided background, Director Johnson added.
Motion by Tr. Engelhardt, second by Tr. Olson, to introduce Ordinance #23-10 Amending Zoning District PUD-04 – The Oaks of Jackson – Village of Jackson.

Vote: 4 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Olson, to suspend the rules and allow the second reading with approval of Ordinance #23-10.

Roll Call Vote: 4 ayes, 0 nays. Motion carried.

Motion by Tr. Engelhardt, second by Tr. Olson, to approve Ordinance #23-10 Amending Zoning District PUD-04 – The Oaks of Jackson – Village of Jackson.

Roll Call Vote: 4 ayes, 0 nays. Motion carried.

e. Final Plat – The Oaks of Jackson – Village of Jackson

Motion by Pres. Heckendorf, second by Tr. Engelhardt, to approve the Final Plat – The Oaks of Jackson – Village of Jackson.

Vote: 4 ayes, 0 nays. Motion carried.

10. Board of Public Works

a. Eagle Scout Project for Hickory Lane Park Soccer Fields

Eagle Scout Braydon Vage provided background of the item.

Motion by Pres. Heckendorf, second by Tr. Olson, to approve 6 benches for Hickory Lane Park Soccer Fields, Eagle Scout Project of Braydon Vage.

Vote: 4 ayes, 0 nays. Motion carried.

11. West Bend School District Report

Tr. Wells reported that registration is open with a start date of September 5th.

12. Washington County Board Report

Mike Schwab reported that if approved, Resolutions 2023-25 and 2023-26 will help eliminate overlap between County and Municipal governments. Resolution 2023-25 would begin the process of consolidating the City of Hartford's emergency dispatch services with the County's dispatch service, while Resolution 2023-26 would create the opportunity for the Village of Kewaskum to share County IT services. The final Resolution up for consideration is 2023-27, which provides funding for desperately needed electrical repairs at the County-owned UWM-WC campus.

13. Greater Jackson Business Alliance Report

No report.

14. Mid-Moraine Municipal Association Report

No report.

15. Insurance Liability Claim – Kyle and Sarah Drew.

Sarah Drew provided background information. The Drews are requesting reimbursement of \$7,126.22.

16. 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)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.” The 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 discuss the details of an Insurance Liability Claim filed by Kyle and Sarah Drew.

Motion by Pres. Heckendorf, second by Tr. Olson, to convene into closed session at 8:40 p.m. to include the Village Board, Village Administrator, Building Inspector, and the Village Attorney (via phone).

Roll Call Vote: 4 ayes, 0 nays. Motion carried.

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

Motion by Tr. Wells, second by Tr. Engelhardt, to reconvene in open session at 9:55 p.m.

Motion by Tr. Wells, second by Tr. Engelhardt, to approve a \$5,000.00 payment settlement for the Insurance Liability Claim filed by Kyle and Sarah Drew.

Vote: 4 ayes, 0 nays. Motion carried.

18. Adjourn

Motion by Tr. Wells, second by Pres. Heckendorf, to adjourn at 9:55 p.m.

Vote: 4 ayes, 0 nays. Meeting was adjourned.

Respectfully submitted:

Darlene Smith
Village Treasurer

September 6, 2023

Jen Keller, Village Administrator
Village of Jackson
N168 W20733 Main Street
Jackson, WI 53037

We are pleased to confirm our understanding of the services we are to provide the Village of Jackson (the "Village") for the years ended December 31, 2023, 2024 and 2025.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of Village as of and for the years ended December 31, 2023, 2024 and 2025. Accounting standards generally accepted in the United States of America ("GAAP") provide for certain required supplementary information ("RSI"), such as management's discussion and analysis ("MD&A"), to supplement the Village's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Village's RSI in accordance with auditing standards generally accepted in the United States of America ("GAAS"). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Budgetary Comparison Schedule – General Fund Revenues
- 2) Budgetary Comparison Schedule - General Fund Expenditures
- 3) Budgetary Comparison Schedule – Fire and EMS Revenue
- 4) Budgetary Comparison Schedule – Fire and EMS Expenditures
- 5) Schedule of Proportionate Share of Net Pension Liability (Asset) – Wisconsin Retirement System
- 6) Schedule of Contributions – Wisconsin Retirement System
- 7) Schedule of Proportionate Share of Net OPEB Liability (Asset)
- 8) Schedule of Contributions - OPEB

We have also been engaged to report on supplementary information other than RSI that accompanies the Village's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole:

- 1) Combining Balance Sheet – Nonmajor Governmental Funds – Special Revenue
- 2) Combining Statements of Revenues, Expenditures and Changes in Fund Balances – Nonmajor Governmental Funds – Special Revenue
- 3) Combining Balance Sheets - Nonmajor Governmental Funds – Capital Projects
- 4) Combining Statements of Revenues, Expenditures and Changes in Fund Balances – Nonmajor Governmental Funds – Capital Projects

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditors' Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement and they may bill you for responding to this inquiry.

We may, from time to time and depending on the circumstances, use third-party providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you or your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Village's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare the financial statements of the Village in conformity with GAAP based on information provided by you.

We will provide hosting services for the capital assets, including capital asset and depreciation schedules, of the governmental funds and the business-type funds using information provided by you. We will prepare the annual financial report to the Wisconsin Department of Revenue using information provided by you.

We will perform these services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation and any other nonattest services we provide; oversee the service by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others.

In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate. We will not undertake any accounting services (including but not limited to reconciliation of accounts and preparation of requested schedules) without obtaining approval through a written change order or additional engagement letter for such additional work.

The audit documentation for this engagement is the property of Lucida LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Wisconsin Department of Revenue or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Lucida LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to Wisconsin Department of Revenue or its designee. The Wisconsin Department of Revenue or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Patricia Reda, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit fieldwork during a mutually agreed upon time between January and April and to issue our reports thereafter.

Our fee for these services will be at our standard hourly rates, plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed the following:

	2023	2024	2025
Financial Audit			
Governmental Funds	\$ 19,500	\$ 20,500	\$ 21,600
Business-type Funds	6,400	6,600	6,800
Non-Attest Services			
Preparation of Financial Statements	4,150	4,250	4,350
Preparation of Form C	1,000	1,100	1,200
Preparation of PSC Report	1,750	2,000	2,250
Maintenance of capital asset schedules	1,150	1,200	1,250
Total audit and non-attest services	\$ 33,950	\$ 35,650	\$ 37,450
Optional Services			
Federal Single Audit (If required)	8,000	8,100	8,200
TIF Audit (If required)	5,600	5,700	5,800
Presentation of audit report to the Board	250	275	300

Hourly Fee Range for Agreed-upon services \$175 - \$275/hr

Invoices for these fees will be presented as follows:

	Financial Audit and Non-Attest Services		
<u>Progress Billing Schedule</u>	2023	2024	2025
Preliminary stage	\$ 3,500	\$ 3,700	\$ 3,900
Completion of fieldwork	21,000	22,000	23,200
Form C Completion	2,250	2,500	2,750
Final report delivered to Village	7,200	7,450	7,600
	\$ 33,950	\$ 35,650	\$ 37,450

Optional services will be billed at the end of the month in which services occurred.

Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered according to the fee schedule above and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We may issue a separate engagement letter, or an addendum to the original engagement letter, covering the additional services.

In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

Alternative Dispute Resolution

If a dispute arises out of or relates to the Agreement including the scope of services contained herein, or the breach thereof, and if the dispute cannot be settled through negotiation, the parties agree first to try to settle the dispute by mediation administered by the American Arbitration Association ("AAA") under the AAA Professional Accounting and Related Services Dispute Resolution Rules before resorting to arbitration, litigation, or some other dispute resolution procedure. The mediator will be selected by agreement of the parties. If the parties cannot agree on a mediator, a mediator shall be designated by the AAA. Any mediator so designated must be acceptable to all parties. The mediation will be conducted in the State of Wisconsin.

The mediation will be treated as a settlement discussion, and therefore, is confidential. The mediator may not testify for either party in any later proceeding related to the dispute. No recording or transcript shall be made of the mediation proceedings. The costs of any mediation proceedings shall be shared equally by all parties. Any costs for legal representation is the responsibility of the hiring party.

Period of Limitations

You agree that any claim, lawsuit, arbitration or other similar proceeding you may file or make arising out of this Agreement or any of the work or services that are the subject of this Agreement shall be commenced and filed no later than one (1) year after the earlier of delivery of the work product to you or termination of the Agreement by either party, regardless of any longer period of time for filing or commencing such lawsuit, claim, arbitration or other similar proceeding that may be provided by statute or law.

Designation of Venue and Jurisdiction

You and we agree that any claim or lawsuit arising out of or related to this Agreement or the work or services that are the subject of this Agreement, whether based on tort, contract, statute or other legal theory or cause of action, shall be filed either in the Circuit Court for Waukesha County, Wisconsin or the federal district court in Milwaukee, Wisconsin and that Wisconsin law shall govern any and all such claims or lawsuit, and that Wisconsin law shall be applied without reference to conflicts of law rules.

Limitation of Liability

You agree that in connection with any claim or cause of action you may assert or file relating to or arising in whole or in part out of this Agreement (or any of the work or services that are the subject of this Agreement), Lucida LLC shall not be liable to you for any amount in excess of two times the amount of fees paid by you under this Agreement, regardless of the nature of the claim or claims that are or were asserted. In addition, in no event shall Lucida LLC be liable for any punitive or exemplary damages relating to this Agreement or any of the work or services that are the subject of this agreement.

If any portion of this agreement is held to be void, invalid or otherwise unenforceable in whole or in part, such portion of the agreement shall be amended to the minimum extent required to make the provision enforceable and the remaining portions of this agreement shall remain in full force and effect.

This agreement sets forth the entire agreement between the parties with respect to the subject matter herein, superseding all prior agreements, negotiations or understandings, whether oral or written, with respect to such subject matter. This agreement may not be changed, modified or waived in whole or in part except by an instrument in writing signed by both parties.

Other Matters

Lucida LLC (and its successor) has a contractual arrangement with Lucida (and its successor) whereby Lucida provides Lucida LLC with professional and support personnel and performs all services in connection with our engagements for which licensure as a CPA firm is not required. In order to avoid duplication of efforts arising out of this arrangement, we request that you consent to our sharing with Lucida the information that we may obtain from you in the course of our engagement. Unless you indicate otherwise, your acceptance of the terms of this engagement shall be understood by us as your consent to make disclosures to Lucida LLC and its employees of confidential information that we may obtain in the course of our engagement.

Lucida LLC and Lucida practice as an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable law, regulations and professional standards. Lucida LLC provides attest services to its clients. Lucida is not a licensed CPA firm and does not provide audit or attest services. Lucida LLC has a contractual arrangement with Lucida, whereby Lucida provides Lucida LLC with professional and support personnel to perform professional services on behalf of Lucida LLC.

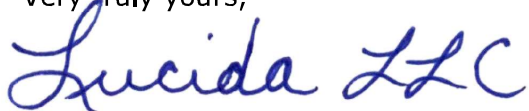
Reporting

We will issue a written report upon completion of our audit of Village's financial statements. Our report will be addressed to the Village Board and Administration. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

Jen Keller, Village Administrator
Village of Jackson, Wisconsin

We appreciate the opportunity to be of service to Village, and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



Lucida LLC

RESPONSE:

This letter correctly sets forth the understanding of the Village of Jackson

By

Title

Date

RESOLUTION #23-21

FINAL RESOLUTION AUTHORIZING THE LEVY OF SPECIAL ASSESSMENTS AGAINST BENEFITED PROPERTY ASSOCIATED WITH 2023 UTILITY STREET IMPROVEMENT PROJECT CONTAINING SHERMAN ROAD SEWER EXTENSION & HIGHLAND ROAD IMPROVEMENT

WHEREAS, the Village Board of the Village of Jackson, Washington County, Wisconsin, on the 11th day of April 2023, adopted a Preliminary Resolution declaring its intention to levy special assessments pursuant to Section 66.0703, Wisconsin Statutes upon the property benefited by the construction and reconstruction of public improvements consisting of water and sanitary sewer mains; storm sewers; pavement; curb and gutter; and sidewalks.

WHEREAS, the governing body held a public hearing at the Jackson Municipal Complex, located at N168W19851 Main Street at 7:30 p.m. on the 12th day of September 2023 for the purpose of hearing all interested persons who desired to speak concerning the project's improvements and assessments, and

WHEREAS, the governing body has examined the report relating to the improvements and assessments (contained therein) and has considered the statements of those persons appearing at the public hearing,

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Jackson, Washington County, Wisconsin, as follows:

1. The report pertaining to the construction of the above-described public improvements, including plans and specifications, therefore, is adopted and approved.
2. The improvements were carried out in accordance with such report, and payment for assessing the cost to the property shall make the improvements, benefited those properties as indicated in the report.
3. The assessments shown on the report represent an exercise of police power, have been determined and completed on a reasonable basis, and are hereby confirmed. The total amount assessed is \$263,335.01. The amount assessed against each of the affected properties is enumerated in the Assessment Report contained herein.
4. The assessments for all projects included in the report, are hereby combined as a single assessment, but any interested property owner may object to each assessment separately or to all of the assessments jointly, for any purpose.
5. The property owners may, at their option, pay the assessment to the Treasurer

of the Village of Jackson, in one single total payment, or have the amount added as a Special Assessment to their annual property tax statement(s) for a one-, three- or five-year term for amounts less than \$5,000.00 and up to a ten-year term for amounts in excess of \$5,000.00 starting on tax statement year 2023.

- 6. The Village Clerk shall publish this Resolution as a Class 1 notice, an Installment Assessment Notice, in accordance with Section 66.0703, Wisconsin Statutes.
- 7. The Village Treasurer shall mail to every interested person whose post office address is known or can with reasonable diligence be ascertained, including each property owner whose name appears on the property tax roll, a copy of this resolution, an invoice for the final assessment against the benefited property, and a contract agreement form in which the interested party shall elect their option of payment for such assessment, sign, and return to the Village Treasurer.

Introduced by: _____

Seconded by: _____

Vote: _____ ayes _____ nays

Passed and Approved: _____

Brian J. Heckendorf – Village President

Attest: _____
Anastasia Gonstead – Village Clerk

Proof of Posting:

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

Village Official

Date

Memo

To: Jen Keller, Village Administrator
From: Brian W. Kober, P. E., Director of Public Works *BWK*
Subject: 2024 WWTP – Tertiary Filter & UV Disinfection Upgrade Project
Date: September 7, 2023
CC: Village Board

The Jackson Sewer Utility with the help of Town & Country Engineering is completing the process of final plans & specifications submittal to the Wisconsin DNR on Friday, September 29, 2023, for the Tertiary Filter and UV Disinfection Upgrade Project. The Tertiary Filter Upgrade is required by the current DNR discharge permit to initiate construction by June 30, 2024. The UV Disinfection Upgrade is part of the Facility Plan completed in November 2022, and the opportunity to upgrade the disinfection (chlorination) of plant since the process is part of tertiary filter process.

The final plans & specifications submittal requires application to the Clean Water Fund Program. The application allows for priority ranking with the DNR for principal forgiveness. After the application to the Clean Water Fund Program, we are not obligated to use the loan if we find a better funding source.

The Clean Water Fund Program application requires approval of Resolutions 23-22 and 23-23.

If you have any questions, please let me know.

Brian W. Kober, P.E.

and schedule from the Department pursuant to s. 281.41, Stats., prior to initiating activities defined as construction under ch. NR 108, Wis. Adm. Code. Upon approval of the final construction plans and schedule by the Department pursuant to s. 281.41, Stats., the permittee shall construct the treatment plant upgrades in accordance with the approved plans and specifications.	
Construction Upgrade Progress Report: The permittee shall submit a progress report on construction upgrades.	09/30/2026
Complete Construction: The permittee shall complete construction of wastewater treatment system upgrades.	03/31/2027
Achieve Compliance: The permittee shall achieve compliance with final E. coli limitations.	04/30/2027

5.2 Water Quality Based Effluent Limits (WQBELs) for Total Phosphorus

The permittee shall comply with the WQBELs for Phosphorus as specified. No later than 14 days following each compliance date, the permittee shall notify the Department in writing of its compliance or noncompliance. If a submittal is required, a timely submittal fulfills the notification requirement.

Required Action	Due Date
Final Plans and Specifications: Unless the permit has been modified, revoked and reissued, or reissued to include Adaptive Management or Water Quality Trading measures or to include a revised schedule based on factors in s. NR 217.17, Wis. Adm. Code, the permittee shall submit final construction plans to the Department for approval pursuant to s. 281.41, Stats., specifying treatment plant upgrades that must be constructed to achieve compliance with final phosphorus WQBELs, and a schedule for completing construction of the upgrades by the complete construction date specified below. (Note: Permit modification, revocation and reissuance, and reissuance are subject to s. 283.53(2), Stats.)	09/30/2023
Treatment Plant Upgrade to Meet WQBELs: The permittee shall initiate construction of the upgrades. The permittee shall obtain approval of the final construction plans and schedule from the Department pursuant to s. 281.41, Stats. Upon approval of the final construction plans and schedule by the Department pursuant to s. 281.41, Stats., the permittee shall construct the treatment plant upgrades in accordance with the approved plans and specifications.	06/30/2024
Construction Upgrade Progress Report #1: The permittee shall submit a progress report on construction upgrades.	06/30/2025
Construction Upgrade Progress Report #2: The permittee shall submit a progress report on construction upgrades.	06/30/2026
Complete Construction: The permittee shall complete construction of wastewater treatment system upgrades.	08/31/2026
Achieve Compliance: The permittee shall achieve compliance with final phosphorus WQBELs.	09/30/2026

5.3 Water Quality Based Effluent Limits (WQBELs) for Chloride

The permittee shall comply with the WQBELs for chloride as specified.

Required Action	Due Date
Chloride Progress Report: Submit an annual progress report that shall include an analysis of trends in weekly average and monthly average effluent chloride concentrations and mass loadings. This report shall also include a list of proposed source reduction measures. The first annual chloride	12/31/2023

Notice: This form is authorized under Wis. Stat. s. 281.58, Wis. Adm. Code s. NR 162.07(1)(n) and Section 602(b)(13) of the Federal Water Pollution Control Act, as amended June 10, 2014 (33 USC 1382(b)(13)).
The Cost and Effectiveness requirements apply to all assistance recipients submitting a CWFP application on or after October 1, 2015. Failure to submit a completed form will result in denial of funds for the project.

General Information

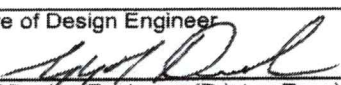
Municipality Name	CWFP Project No.
Village of Jackson	4266-04

Provide a brief project description

The project includes the expansion and upgrade of the tertiary filters for phosphorus removal to comply with the TMDL requirements in the Village's WPDES permit. The project also includes the replacement of the existing chloride disinfection system with a new UV disinfection system sized to meet the projected future flows, as well as upgrades to the existing power, standby power (generator) and SCADA systems at the WWTF.

Section 602(b)(13) of the Federal Water Pollution Control Act (FWPCA 33 USC 1382(b)(13)) requires a recipient of a loan to certify that the recipient:

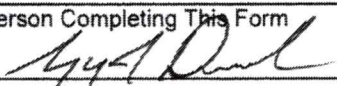
- A. has studied and evaluated the cost and effectiveness of the processes, materials, techniques, and technologies for carrying out the proposed project or activity for which assistance is sought under the Clean Water Fund Program; and
- B. has selected, to the maximum extent practicable, a project or activity that maximizes the potential for efficient water use, reuse, recapture, and conservation, and energy conservation, taking into account:
 - (i) the cost of constructing the project or activity;
 - (ii) the cost of operating and maintaining the project or activity over the life of the project or activity; and
 - (iii) the cost of replacing the project or activity.

Project Certification	
We hereby certify that the project described above has met the requirements of Section 602(b)(13) of the FWPCA (33 USC 1382(b)(13)), as set forth in items (A) and (B) above.	
Signature of Design Engineer 	Date Signed 8/23/23
Name of Design Engineer (Print or Type) Gregory J. Droessler	Name of Consulting Firm (Print or Type) Town & Country Engineering
Signature of Municipality's Authorized Representative	Date Signed
Name of Authorized Representative (Print or Type) Brian J. Heckendorf	Title of Authorized Representative (Print or Type) Village President

**Environmental Improvement Fund (EIF)
Green Project Reserve (GPR)**

Form 8700-357 (R 2/15)

Notice: This form is authorized by Wis. Stats. ss. 281.58 and 281.61. Applicants must complete and submit this form for each Clean Water Fund Program (CWFP) project for which they submit a Financial Assistance Application. The form is optional but encouraged for Safe Drinking Water Loan Program (SDWLP) projects. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records Law (ss. 19.31-19.39, Wis. Stats.).

Municipality Village of Jackson	☒ CWFP ☐ SDWLP	EIF Project No. 4266-04
Does this project include any "green" elements as described below? ☐ YES (If yes, complete and return page 1 and appropriate page(s) with green category information) ☒ NO (If no, complete and return only page 1)		
Name and Title of Person Completing This Form (Type or Print) Gregory J. Droessler	Email gdroessler@tcengineers.net	Phone Number (608) 273-3350
Signature of Person Completing This Form 		Date Signed 8/22/23

Green projects fall into four separate categories: green infrastructure, water efficiency, energy efficiency, and environmentally innovative projects. Please read the definitions below and refer to the guidance document **Green Project Reserve: Guidance for Determining Project Eligibility**, dated April 21, 2010, (available on the web at <http://dnr.wi.gov/Aid/Guide.html#G>). This document explains the types of projects eligible for funding under the Green Project Reserve and details which types of projects are considered categorically eligible and which types of projects require a business case. **Applicants must submit all required business cases prior to loan closing.** DNR is required to post the business cases on the web.

When completing this form, include only those costs you intend to request from the Environmental Improvement Fund.

SUMMARY OF GREEN PROJECT RESERVE COSTS

GREEN CATEGORY	EIF-FUNDED GREEN PROJECT COSTS
Green Infrastructure	\$
Water Efficiency	\$
Energy Efficiency	\$
Environmentally Innovative	\$
TOTAL	\$

FOR DNR USE ONLY	
Signature of GPR Specialist	Date Review Completed

RESOLUTION #23-22

DECLARATION OF OFFICIAL INTENT TO REIMBURSE EXPENDITURES FOR CLEAN WATER FUND PROGRAM (CWFP) PROJECT

WHEREAS, the Village of Jackson, Washington County, Wisconsin (the "Municipality") owns and operates a wastewater treatment and collection system as a public utility; and

WHEREAS, the Municipality plans to make improvements to existing wastewater treatment facilities (the "Project"); and

WHEREAS, the Municipality expects to receive a loan (the "Loan") from the Clean Water Fund Program (the "Program") to finance the Project and expects to issue tax-exempt bonds (the "Bonds") to the Program in evidence of the Loan; and

WHEREAS, because the Loan will not become available prior to Summer of 2024, the Municipality must provide interim financing to cover costs of the Project incurred prior to receipt of the Loan; and

WHEREAS, it is necessary, desirable, and in the best interests of the Municipality to advance moneys from its funds on hand on an interim basis until the Loan becomes available and the Bonds can be issued.

NOW, THEREFORE, BE IT RESOLVED by the Village of Jackson, Washington County, Wisconsin that:

Section 1. Expenditure of Funds. The Municipality shall make expenditures as needed from existing municipal accounts that contain ordinary municipal revenue to pay the costs of the Project until Bond proceeds become available.

Section 2. Declaration of Official Intent. The Municipality hereby officially declares its intent under 26 CFR Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$5,700,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are or are reasonably expected to be reserved, allocated on a long-term basis, or otherwise set aside by the Municipality pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. This Resolution shall be made available for public inspection at the Municipal Administrator's office within 30 days after its approval in compliance with applicable State laws governing the availability of records of official acts and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This resolution shall be effective upon its adoption and approval.

Introduced by: _____

Seconded by: _____

Vote: _____ ayes _____ nays

Passed and Approved: _____

Brian J. Heckendorf – Village President

Attest: _____
Anastasia Gonstead – Village Clerk

Proof of Posting:

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

Village Official

Date

RESOLUTION #23-23

RESOLUTION APPOINTING AUTHORIZED REPRESENTATIVE TO FILE APPLICATIONS FOR FINANCIAL ASSISTANCE FROM THE STATE OF WISCONSIN ENVIRONMENTAL IMPROVEMENT FUND

WHEREAS, it is the desire of the Village of Jackson, Wisconsin, a municipal corporation, to file several applications for state financial assistance for construction of upgrade to existing wastewater treatment facilities under the Wisconsin Environmental Improvement Fund (ss. 281.58, 281.59, and 281.61, Wis. Stats.);

WHEREAS, it is necessary to designate a representative for filing said applications;

BE IT THEREFORE RESOLVED by the Village Board of the Village of Jackson that the Village President is hereby appointed as the authorized representative for the Village of Jackson for the purpose of filing these applications, and that the representative is further authorized and empowered to do all things necessary in connection with said applications.

Introduced by: _____

Seconded by: _____

Vote: _____ ayes _____ nays

Passed and Approved: _____

Brian J. Heckendorf – Village President

Attest: _____
Anastasia Gonstead – Village Clerk

Proof of Posting:

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

Village Official

Date

ORDINANCE #22-13

**AN ORDINANCE TO AMEND 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 Exhibit 8.11 titled "Projected Land Use: 2050" in the adopted comprehensive plan; and

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

WHEREAS, the Village published a Class 1 public notice and held a public hearing on April 12, 2022 to obtain public comments regarding the comprehensive plan amendment, as 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

WHEREAS, by a majority vote of the entire Plan Commission recorded in its official minutes on August 17, 2023, the Plan Commission recommends to the Village Board the revisions to the adopted comprehensive plan as included in adopted Resolution #23-16 and as set forth herein.

NOW, THEREFORE BE IT RESOLVED, the Village of Jackson Village Board, Washington County Wisconsin ORDAINS AS FOLLOWS:

Section 1. Amend Map 1, titled "Land Use Plan for the Village of Jackson: 2050" on page 5 of the Comprehensive Plan for The Village of Jackson: 2050 by changing the projected land use for Parcel V3_019700V from Government/Institutional District to Multiple-Family Residential District.

Section 2. This ordinance shall become effective upon passage and posting, or publication as provided by law.

Section 3. The Village Clerk is directed to send a copy of the amendments to each of the following parties listed below pursuant to Section 66.1001(4)(b) of the Statutes:

- 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.

Section 4. The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific Section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

Section 5. The Village Clerk and Village Administrator are authorized and directed to make all changes within the Village of Jackson Code of Ordinances necessary to reflect this ordinance.

Introduced by:_____ Seconded by:_____

Vote: _____aye _____nay Passed and approved_____

VILLAGE OF JACKSON

By: _____
 Brian J. Heckendorf, Village President

Attest:

 Anastasia Gonstead, Village Clerk

Proof of Posting:

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

 Village Official

 Date



Building a Better World
for All of Us®

July 25, 2023

RE: Village of Jackson
The Oaks of Jackson
Application for Payment No. 2
SEH No. JACKV 170026 73.00

Brian Kober, P.E.
Director of Public Works & Village Engineer
Village of Jackson
W194N16660 Eagle Drive
Jackson, WI 53037

Dear Brian:

In accordance with Article 15 of the General Conditions of the contract for The Oaks of Jackson Project, we submit our pay recommendation for Application for Payment No. 2 for processing by the Village.

Per the enclosed spreadsheet, D.F. Tomasini Contractors, Inc. has earned \$516,092.59 through the second work period ending July 15, 2023. All quantities through this second work period have been agreed upon. Work performed during this period included:

- Installation of storm sewer, water main, water services and sump lines
- Relocation of hydrant

We recommend that the Village make a payment to D.F. Tomasini Contractors, Inc. for the work as described above. The Village should retain an additional \$11,270.61 in contractor earnings, for a total of \$48,885.49 (5% of the first 50% of work completed). Accordingly, we recommend the Village make a payment in the amount of \$504,821.98.

Following your review of the above, please advise if there are any questions.

Sincerely,

Robert W. Malzahn, P.E.
Project Engineer

Enclosure: Pay Application No. 2
DFT Application for Payment No. 2

c: Mike Court, SEH
Jake Baneck, D.F. Tomasini Contractors, Inc.
Dillon Reynolds, SEH

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 501 Maple Avenue, Delafield, WI 53018-9351
SEH is 100% employee-owned | sehinc.com | 262.646.6855 | 888.908.8166 fax



Application for Payment No. 2

Contractor DF Tomasini Inc.
N70W25176 Indian Grass Lane
Sussex, WI 53089

Contract For The Oaks of Jackson

Owner Village of Jackson

Project No. JACKV 170026

Contract Date April 18, 2023

Contract Amount \$1,955,419.53

For Period Ending July 15, 2023

Item No.	Item	Unit	Unit Price	CONTRACT		THIS PAYMENT		WORK TO DATE		BALANCE TO	PERCENT
				Quantity	Amount	Quantity	Amount	Quantity	Amount	FINISH	COMPLETE
SECTION 100 EROSION CONTROL AND SITE GRADING ITEMS											
100-01	Mobilization	LS	\$ 30,350.00	1.00	\$ 30,350.00	0.0	\$ -	1.0	\$ 30,350.00	\$ -	100.00%
100-02	Clearing and Grubbing	AC	\$ 13,755.00	3.00	\$ 41,265.00	0.0	\$ -	3.0	\$ 41,265.00	\$ -	100.00%
100-03	Tree Protection Fence	LF	\$ 3.99	600.00	\$ 2,394.00	0.0	\$ -	0.0	\$ -	\$ 2,394.00	0.00%
100-04	Silt Fence	LF	\$ 1.77	2,400.00	\$ 4,248.00	0.0	\$ -	1,624.0	\$ 2,874.48	\$ 1,373.52	67.67%
100-05	Sediment Logs	EA	\$ 126.25	120.00	\$ 15,150.00	0.0	\$ -	0.0	\$ -	\$ 15,150.00	0.00%
100-06	Tracking Pad	EA	\$ 4,337.00	1.00	\$ 4,337.00	0.0	\$ -	1.0	\$ 4,337.00	\$ -	100.00%
100-07	Inlet Protection Type A	EA	\$ 253.00	4.00	\$ 1,012.00	0.0	\$ -	0.0	\$ -	\$ 1,012.00	0.00%
100-08	Inlet Protection Type C	EA	\$ 65.65	17.00	\$ 1,116.05	0.0	\$ -	10.0	\$ 656.50	\$ 459.55	58.82%
100-09	Inlet Protection Type D	EA	\$ 126.25	9.00	\$ 1,136.25	0.0	\$ -	0.0	\$ -	\$ 1,136.25	0.00%
100-10	Strip and Stockpile Topsoil	LS	\$ 43,831.00	1.00	\$ 43,831.00	0.00	\$ -	0.8	\$ 32,873.25	\$ 10,957.75	75.00%
100-11	Site Grading	LS	\$ 134,086.00	1.00	\$ 134,086.00	0.00	\$ -	0.8	\$ 100,564.50	\$ 33,521.50	75.00%
100-12	Basin Construction	LS	\$ 3,651.00	2.00	\$ 7,302.00	0.0	\$ -	2.0	\$ 7,302.00	\$ -	100.00%
100-13	Respread Topsoil, Seed, and Fertilizer	SY	\$ 0.71	60,000.00	\$ 42,600.00	0.0	\$ -	7,760.0	\$ 5,509.60	\$ 37,090.40	12.93%
100-14	Erosion Mat Class I Type A	SY	\$ 1.57	8,000.00	\$ 12,560.00	0.0	\$ -	7,400.0	\$ 11,618.00	\$ 942.00	92.50%
100-15	Erosion Mat Class II Type B	SY	\$ 3.13	2,600.00	\$ 8,138.00	0.0	\$ -	360.0	\$ 1,126.80	\$ 7,011.20	13.85%
100-16	Erosion Mat Class III Type B	SY	\$ 15.66	200.00	\$ 3,132.00	0.0	\$ -	24.9	\$ 389.62	\$ 2,742.38	12.44%
100-17	Straw Mulch	SY	\$ 0.35	55,000.00	\$ 19,250.00	0.0	\$ -	0.0	\$ -	\$ 19,250.00	0.00%
	Subtotal:				\$ 371,907.30		\$ -		\$ 238,866.75	\$ 133,040.55	64.23%
SECTION 200 ROADWAY ITEMS											
200-01	Base Repair	CY	\$ 50.00	250.00	\$ 12,500.00	0.0	\$ -	0.0	\$ -	\$ 12,500.00	0.00%
200-02	Prepare Foundation for HMA Paving	LS	\$ 15,529.76	1.00	\$ 15,529.76	0.0	\$ -	0.0	\$ -	\$ 15,529.76	0.00%
200-03	Base Aggregate Dense 3/4"	TN	\$ 15.57	1,600.00	\$ 24,912.00	0.0	\$ -	0.0	\$ -	\$ 24,912.00	0.00%
200-04	Base Aggregate Dense 1-1/4"	TN	\$ 15.57	6,300.00	\$ 98,091.00	0.0	\$ -	0.0	\$ -	\$ 98,091.00	0.00%
200-05	HMA Pavement 4 LT 58-28 S (3")	SY	\$ 13.94	8,100.00	\$ 112,914.00	0.0	\$ -	0.0	\$ -	\$ 112,914.00	0.00%
200-06	Concrete Curb & Gutter 30" Vertical Face	LF	\$ 19.19	5,100.00	\$ 97,869.00	0.0	\$ -	0.0	\$ -	\$ 97,869.00	0.00%
200-07	Concrete Sidewalk 4-Inch	SF	\$ 4.51	25,900.00	\$ 116,809.00	0.0	\$ -	0.0	\$ -	\$ 116,809.00	0.00%
200-08	Concrete Sidewalk 6-Inch	SF	\$ 8.49	650.00	\$ 5,518.50	0.0	\$ -	0.0	\$ -	\$ 5,518.50	0.00%
200-09	Curb Ramp Detectable Warning Field (Yellow)	SF	\$ 40.40	150.00	\$ 6,060.00	0.0	\$ -	0.0	\$ -	\$ 6,060.00	0.00%
200-10	Geotextile Type SR	SY	\$ 3.04	400.00	\$ 1,216.00	0.0	\$ -	0.0	\$ -	\$ 1,216.00	0.00%
200-11	Geogrid Type SR	SY	\$ 3.04	400.00	\$ 1,216.00	0.0	\$ -	0.0	\$ -	\$ 1,216.00	0.00%
	Subtotal:				\$ 492,635.26		\$ -		\$ -	\$ 492,635.26	0.00%
SECTION 300 SANITARY SEWER ITEMS											
300-01	Connection to Existing Utility	EA	\$ 2,059.14	1.00	\$ 2,059.14	0.0	\$ -	1.0	\$ 2,059.14	\$ -	100.00%
300-02	6-Inch PVC SDR-35 Sanitary Lateral w/ Granular Backfill	LF	\$ 80.42	1,675.00	\$ 134,703.50	0.0	\$ -	1,462.5	\$ 117,614.25	\$ 17,089.25	87.31%

Item No.	Item	Unit	Unit Price	CONTRACT		THIS PAYMENT		WORK TO DATE		BALANCE TO FINISH	PERCENT COMPLETE
				Quantity	Amount	Quantity	Amount	Quantity	Amount		
300-03	8-Inch PVC SDR-35 Sanitary Sewer Main w/ Granular Backfill	LF	\$ 77.92	2,300.00	\$ 179,216.00	0.0	\$ -	2,297.0	\$ 178,982.24	\$ 233.76	99.87%
300-04	Sanitary Manhole 4-FT Diameter	EA	\$ 3,492.55	13.00	\$ 45,403.15	0.0	\$ -	13.0	\$ 45,403.15	\$ -	100.00%
300-05	Sanitary Manhole Internal Chimney Seal	EA	\$ 400.00	13.00	\$ 5,200.00	0.0	\$ -	13.0	\$ 5,200.00	\$ -	100.00%
	Subtotal:				\$ 366,581.79		\$ -		\$ 349,258.78	\$ 17,323.01	95.27%
SECTION 400 STORM SEWER ITEMS											
400-01	Connection to Existing Utility	EA	\$ 2,362.14	2.00	\$ 4,724.28	0.0	\$ -	2.0	\$ 4,724.28	\$ -	100.00%
400-02	Storm Sewer RCP Class V 12-Inch	LF	\$ 59.21	400.00	\$ 23,684.00	375.0	\$ 22,203.75	375.0	\$ 22,203.75	\$ 1,480.25	93.75%
400-03	Storm Sewer RCP Class IV 15-Inch	LF	\$ 63.92	940.00	\$ 60,084.80	809.0	\$ 51,711.28	929.0	\$ 59,381.68	\$ 703.12	98.83%
400-04	Storm Sewer RCP Class III 18-Inch	LF	\$ 66.95	650.00	\$ 43,517.50	596.0	\$ 39,902.20	639.0	\$ 42,781.05	\$ 736.45	98.31%
400-05	Storm Sewer RCP Class III 24-Inch	LF	\$ 90.99	155.00	\$ 14,103.45	122.5	\$ 11,146.28	138.5	\$ 12,602.12	\$ 1,501.34	89.35%
400-06	Storm Sewer RCP Class III 27-Inch	LF	\$ 104.98	75.00	\$ 7,873.50	40.0	\$ 4,199.20	74.0	\$ 7,768.52	\$ 104.98	98.67%
400-07	Storm Sewer HDPE 12-Inch	LF	\$ 39.94	550.00	\$ 21,967.00	544.0	\$ 21,727.36	544.0	\$ 21,727.36	\$ 239.64	98.91%
400-08	Storm Sewer HDPE 15-Inch	LF	\$ 48.22	111.00	\$ 5,352.42	111.0	\$ 5,352.42	111.0	\$ 5,352.42	\$ -	100.00%
400-09	Storm Reinforced Concrete Endwall 12-Inch	EA	\$ 876.00	2.00	\$ 1,752.00	2.0	\$ 1,752.00	2.0	\$ 1,752.00	\$ -	100.00%
400-10	Storm Reinforced Concrete Endwall 18-Inch	EA	\$ 968.00	1.00	\$ 968.00	1.0	\$ 968.00	2.0	\$ 1,936.00	\$ (968.00)	200.00%
400-11	Storm Reinforced Concrete Endwall 27-Inch	EA	\$ 1,456.00	1.00	\$ 1,456.00	0.0	\$ -	1.0	\$ 1,456.00	\$ -	100.00%
400-12	Storm PVC SDR-35 Pipe 6-Inch (Sump System)	LF	\$ 31.78	1,275.00	\$ 40,519.50	681.0	\$ 21,642.18	681.0	\$ 21,642.18	\$ 18,877.32	53.41%
400-13	Storm PVC SDR-35 6-Inch Clean-Out	EA	\$ 697.35	4.00	\$ 2,789.40	0.0	\$ -	0.0	\$ -	\$ 2,789.40	0.00%
400-14	Storm Catch Basin 3-FT Diameter	EA	\$ 2,091.16	4.00	\$ 8,364.64	4.0	\$ 8,364.64	4.0	\$ 8,364.64	\$ -	100.00%
400-15	Storm Inlet Manhole 4-FT Diameter	EA	\$ 2,775.24	8.00	\$ 22,201.92	8.0	\$ 22,201.92	8.0	\$ 22,201.92	\$ -	100.00%
400-16	Storm Inlet Manhole 5-FT Diameter	EA	\$ 3,584.22	3.00	\$ 10,752.66	2.0	\$ 7,168.44	2.0	\$ 7,168.44	\$ 3,584.22	66.67%
400-17	Storm Manhole 4-FT Diameter (Doghouse)	EA	\$ 2,778.30	1.00	\$ 2,778.30	1.0	\$ 2,778.30	1.0	\$ 2,778.30	\$ -	100.00%
400-18	Storm Inlet 2x3-FT	EA	\$ 2,233.99	17.00	\$ 37,977.83	13.0	\$ 29,041.87	17.0	\$ 37,977.83	\$ -	100.00%
400-19	Storm Outlet Structure 4-FT Diameter	EA	\$ 4,127.33	1.00	\$ 4,127.33	0.0	\$ -	1.0	\$ 4,127.33	\$ -	100.00%
400-20	Storm Outlet Structure 5-FT Diameter	EA	\$ 6,229.82	1.00	\$ 6,229.82	0.0	\$ -	1.0	\$ 6,229.82	\$ -	100.00%
	Subtotal:				\$ 321,224.35		\$ 250,159.84		\$ 292,175.64	\$ 29,048.72	90.96%
SECTION 500 WATER MAIN ITEMS											
500-01	Connection to Existing Utility	EA	\$ 4,320.28	2.00	\$ 8,640.56	1.0	\$ 4,320.28	2.0	\$ 8,640.56	\$ -	100.00%
500-02	8-Inch PVC C-900 Water Main w/ Granular Backfill	LF	\$ 74.19	2,600.00	\$ 192,894.00	1,322.0	\$ 98,079.18	2,582.0	\$ 191,558.58	\$ 1,335.42	99.31%
500-03	6-Inch PVC C-900 Water Hydrant Lead w/ Granular Backfill	LF	\$ 148.95	100.00	\$ 14,895.00	64.8	\$ 9,651.96	91.0	\$ 13,554.45	\$ 1,340.55	91.00%
500-04	8-Inch Gate Valve and Box	EA	\$ 2,382.61	7.00	\$ 16,678.27	4.0	\$ 9,530.44	7.0	\$ 16,678.27	\$ -	100.00%
500-05	Hydrant Assembly w/ Granular Backfill	EA	\$ 6,653.11	6.00	\$ 39,918.66	4.0	\$ 26,612.44	6.0	\$ 39,918.66	\$ -	100.00%
500-06	Existing Hydrant Relocation	EA	\$ 2,359.54	2.00	\$ 4,719.08	2.0	\$ 4,719.08	2.0	\$ 4,719.08	\$ -	100.00%
500-07	1-1/4-Inch HDPE SDR-9 Water Service	LF	\$ 47.35	1,875.00	\$ 88,781.25	1,759.0	\$ 83,288.65	1,759.0	\$ 83,288.65	\$ 5,492.60	93.81%
500-08	1-1/4-Inch Water Service Tap and	EA	\$ 304.77	59.00	\$ 17,981.43	48.0	\$ 14,628.96	48.0	\$ 14,628.96	\$ 3,352.47	81.36%
500-09	1-1/4-Inch Water Curb Valve and Box	EA	\$ 314.62	59.00	\$ 18,562.58	48.0	\$ 15,101.76	48.0	\$ 15,101.76	\$ 3,460.82	81.36%
	Subtotal:				\$ 403,070.83		\$ 265,932.75		\$ 388,088.97	\$ 14,981.86	96.28%
PROJECT TOTAL:					\$ 1,955,419.53		\$ 516,092.59		\$ 1,268,390.14	\$ 687,029.39	64.87%
ALTERNATE NO. 3 - Contractor Purchase and Haul Excess Topsoil (ADD/DEDUCT)											
A3-01	Purchase Excess Topsoil and Haul Away	CY	\$ (3.00)	8,000.00	\$ (24,000.00)	0.0	\$ -	0.0	\$ -	\$ (24,000.00)	0.00%

Item No.	Item	Unit	Unit Price	CONTRACT		THIS PAYMENT		WORK TO DATE		BALANCE TO FINISH	PERCENT COMPLETE
				Quantity	Amount	Quantity	Amount	Quantity	Amount		

CONTRACT SUMMARY

ORIGINAL CONTRACT SUM:	\$ 1,955,419.53
NET CHANGE BY CHANGE ORDER:	\$ -
REVISED CONTRACT SUM TO DATE:	\$ 1,955,419.53

TOTAL WORK COMPLETED:	\$ 1,268,390.14
NEW RETAINAGE (5% ON 1ST HALF OF WORK COMPLETED)	\$ 48,885.49
RETAINAGE TO BE PAID:	\$ -
FUNDS TO BE RETAINED:	\$ 48,885.49

TOTAL EARNED LESS DEDUCTIONS AND RETAINAGE:	\$ 1,219,504.65
LESS PREVIOUS APPROVALS FOR PAYMENT:	\$ 714,682.67
CURRENT PAYMENT APPROVED (PAYMENT OF RETAINAGE):	\$ 504,821.98

TOTAL PREVIOUS PAYMENTS TO CONTRACTOR:	\$ 714,682.67
TOTAL PAYMENTS TO CONTRACTOR THIS INVOICE:	\$ 504,821.98
TOTAL PAYMENTS TO CONTRACTOR TO DATE:	\$ 1,219,504.65

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2

TO OWNER:

Village of Jackson
N168W19851 Main Street
Jackson, WI 53037

PROJECT:

The Oaks of Jackson
Jackson, WI

APPLICATION NO:

2 Distribution to:

PERIOD TO:

7/15/23

FROM CONTRACTOR:

D.F. Tomasini Contractors, Inc.
N70 W25176 Indian Grass Lane
Sussex, WI 53089

VIA ARCHITECT:

SEH
501 Maple Avenue
Delafield, WI 53018

PROJECT NOS:

JACKV170026
DFT#2262

CONTRACT FOR: Site Improvements

CONTRACT DATE:

4/18/2023

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	\$	1,955,419.53
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	1,955,419.53
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	1,268,390.14
5. RETAINAGE:		
a. _____ % of Completed Work (Column D + E on G703)	\$	48,885.49
b. _____ % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	48,885.49
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	1,219,504.65
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	714,682.67
8. CURRENT PAYMENT DUE	\$	504,821.98
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	735,914.88

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

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

CONTRACTOR: D.F. TOMASINI CONTRACTORS, INC.

By:

Mike Benish, President

Date: 6/21/23

State of: Wisconsin

County of: Waukesha

Subscribed and sworn to before me this

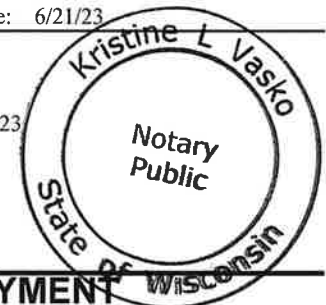
21st day of June, 2023

Notary Public:

Kristine L. Vasko

My Commission expires:

09/25/24



ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$

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

By:

Date:

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

CONTINUATION SHEET

AIA DOCUMENT G703

2 of 2

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

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

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

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	%		
1	Erosion Control & Site Grading	371,907.30	238,866.75	-	-	238,866.75	64.23%	133,040.55	11,943.34
2	Roadway Items	492,635.26	-	-	-	-	0.00%	492,635.26	-
3	Sanitary Sewer	366,581.79	349,258.78	-	-	349,258.78	95.27%	17,323.01	17,462.94
4	Storm Sewer	321,224.35	42,015.80	250,159.84	-	292,175.64	90.96%	29,048.71	-
5	Water Main	403,070.83	122,156.22	265,932.75	-	388,088.97	96.28%	14,981.86	19,479.21
		1,955,419.53	752,297.55	516,092.59	-	1,268,390.14	65%	687,029.39	48,885.49

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity



Building a Better World
for All of Us®

August 23, 2023

RE: Village of Jackson
The Oaks of Jackson
Application for Payment No. 3
SEH No. JACKV 170026 73.00

Brian Kober, P.E.
Director of Public Works & Village Engineer
Village of Jackson
W194N16660 Eagle Drive
Jackson, WI 53037

Dear Brian:

In accordance with Article 15 of the General Conditions of the contract for The Oaks of Jackson Project, we submit our pay recommendation for Application for Payment No. 3 for processing by the Village.

Per the enclosed spreadsheet, D.F. Tomasini Contractors, Inc. has earned \$503,394.00 through the third work period ending August 22, 2023. All quantities through this third work period have been agreed upon. Work performed during this period included:

- Respreading topsoil
- Cement stabilization of road subgrade
- Placing road base, curb & gutter, and asphalt pavement
- Installation of additional water services, sewer lateral, and sump lines

We recommend that the Village make a payment to D.F. Tomasini Contractors, Inc. for the work as described above. The Village should not retain any additional contractor earnings, totaling \$48,885.49 (5% of the first 50% of work completed). Accordingly, we recommend the Village make a payment in the amount of \$503,394.00.

Following your review of the above, please advise if there are any questions.

Sincerely,

Robert W. Malzahn, P.E.
Project Engineer

Enclosure: Pay Application No. 3
DFT Application for Payment No. 3

c: Mike Court, SEH

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 501 Maple Avenue, Delafield, WI 53018-9351
SEH is 100% employee-owned | sehinc.com | 262.646.6855 | 888.908.8166 fax

Application for Payment No. 3
August 23, 2023
Page 2

Jake Baneck, D.F. Tomasini Contractors, Inc.
Dillon Reynolds, SEH



Application for Payment No. 3

Contractor DF Tomasini Inc.
N70W25176 Indian Grass Lane
Sussex, WI 53089

Contract For The Oaks of Jackson

Owner Village of Jackson

Project No. JACKV 170026

Contract Date April 18, 2023

Contract Amount \$1,955,419.53

For Period Ending August 22, 2023

Item No.	Item	Unit	Unit Price	CONTRACT		THIS PAYMENT		WORK TO DATE		BALANCE TO FINISH	PERCENT COMPLETE
				Quantity	Amount	Quantity	Amount	Quantity	Amount		
SECTION 100 EROSION CONTROL AND SITE GRADING ITEMS											
100-01	Mobilization	LS	\$ 30,350.00	1.00	\$ 30,350.00	0.00	\$ -	1.00	\$ 30,350.00	\$ -	100.00%
100-02	Clearing and Grubbing	AC	\$ 13,755.00	3.00	\$ 41,265.00	0.00	\$ -	3.00	\$ 41,265.00	\$ -	100.00%
100-03	Tree Protection Fence	LF	\$ 3.99	600.00	\$ 2,394.00	0.00	\$ -	0.00	\$ -	\$ 2,394.00	0.00%
100-04	Silt Fence	LF	\$ 1.77	2,400.00	\$ 4,248.00	0.00	\$ -	1,624.00	\$ 2,874.48	\$ 1,373.52	67.67%
100-05	Sediment Logs	EA	\$ 126.25	120.00	\$ 15,150.00	0.00	\$ -	0.00	\$ -	\$ 15,150.00	0.00%
100-06	Tracking Pad	EA	\$ 4,337.00	1.00	\$ 4,337.00	0.00	\$ -	1.00	\$ 4,337.00	\$ -	100.00%
100-07	Inlet Protection Type A	EA	\$ 253.00	4.00	\$ 1,012.00	0.00	\$ -	0.00	\$ -	\$ 1,012.00	0.00%
100-08	Inlet Protection Type C	EA	\$ 65.65	17.00	\$ 1,116.05	0.00	\$ -	10.00	\$ 656.50	\$ 459.55	58.82%
100-09	Inlet Protection Type D	EA	\$ 126.25	9.00	\$ 1,136.25	0.00	\$ -	0.00	\$ -	\$ 1,136.25	0.00%
100-10	Strip and Stockpile Topsoil	LS	\$ 43,831.00	1.00	\$ 43,831.00	0.25	\$ 10,957.75	1.00	\$ 43,831.00	\$ -	100.00%
100-11	Site Grading	LS	\$ 134,086.00	1.00	\$ 134,086.00	0.25	\$ 33,521.50	1.00	\$ 134,086.00	\$ -	100.00%
100-12	Basin Construction	LS	\$ 3,651.00	2.00	\$ 7,302.00	0.00	\$ -	2.00	\$ 7,302.00	\$ -	100.00%
100-13	Respread Topsoil, Seed, and Fertilizer	SY	\$ 0.71	60,000.00	\$ 42,600.00	22,240.00	\$ 15,790.40	30,000.00	\$ 21,300.00	\$ 21,300.00	50.00%
100-14	Erosion Mat Class I Type A	SY	\$ 1.57	8,000.00	\$ 12,560.00	0.00	\$ -	7,400.00	\$ 11,618.00	\$ 942.00	92.50%
100-15	Erosion Mat Class II Type B	SY	\$ 3.13	2,600.00	\$ 8,138.00	0.00	\$ -	360.00	\$ 1,126.80	\$ 7,011.20	13.85%
100-16	Erosion Mat Class III Type B	SY	\$ 15.66	200.00	\$ 3,132.00	0.00	\$ -	24.88	\$ 389.62	\$ 2,742.38	12.44%
100-17	Straw Mulch	SY	\$ 0.35	55,000.00	\$ 19,250.00	0.00	\$ -	0.00	\$ -	\$ 19,250.00	0.00%
	Subtotal:				\$ 371,907.30		\$ 60,269.65		\$ 299,136.40	\$ 72,770.90	80.43%
SECTION 200 ROADWAY ITEMS											
200-01	Base Repair	CY	\$ 50.00	250.00	\$ 12,500.00	0.00	\$ -	0.00	\$ -	\$ 12,500.00	0.00%
200-02	Prepare Foundation for HMA Paving	LS	\$ 15,529.76	1.00	\$ 15,529.76	1.00	\$ 15,529.76	1.00	\$ 15,529.76	\$ -	100.00%
200-03	Base Aggregate Dense 3/4"	TN	\$ 15.57	1,600.00	\$ 24,912.00	0.00	\$ -	0.00	\$ -	\$ 24,912.00	0.00%
200-04	Base Aggregate Dense 1-1/4"	TN	\$ 15.57	6,300.00	\$ 98,091.00	4,814.82	\$ 74,966.75	4,814.82	\$ 74,966.75	\$ 23,124.25	76.43%
200-05	HMA Pavement 4 LT 58-28 S (3")	SY	\$ 13.94	8,100.00	\$ 112,914.00	8,261.00	\$ 115,158.34	8,261.00	\$ 115,158.34	\$ (2,244.34)	101.99%
200-06	Concrete Curb & Gutter 30" Vertical Face	LF	\$ 19.19	5,100.00	\$ 97,869.00	5,163.00	\$ 99,077.97	5,163.00	\$ 99,077.97	\$ (1,208.97)	101.24%
200-07	Concrete Sidewalk 4-Inch	SF	\$ 4.51	25,900.00	\$ 116,809.00	560.00	\$ 2,525.60	560.00	\$ 2,525.60	\$ 114,283.40	2.16%
200-08	Concrete Sidewalk 6-Inch	SF	\$ 8.49	650.00	\$ 5,518.50	0.00	\$ -	0.00	\$ -	\$ 5,518.50	0.00%
200-09	Curb Ramp Detectable Warning Field (Yellow)	SF	\$ 40.40	150.00	\$ 6,060.00	0.00	\$ -	0.00	\$ -	\$ 6,060.00	0.00%
200-10	Geotextile Type SR	SY	\$ 3.04	400.00	\$ 1,216.00	0.00	\$ -	0.00	\$ -	\$ 1,216.00	0.00%
200-11	Geogrid Type SR	SY	\$ 3.04	400.00	\$ 1,216.00	0.00	\$ -	0.00	\$ -	\$ 1,216.00	0.00%
	Subtotal:				\$ 492,635.26		\$ 307,258.42		\$ 307,258.42	\$ 185,376.84	62.37%
SECTION 300 SANITARY SEWER ITEMS											
300-01	Connection to Existing Utility	EA	\$ 2,059.14	1.00	\$ 2,059.14	0.00	\$ -	1.00	\$ 2,059.14	\$ -	100.00%
300-02	6-Inch PVC SDR-35 Sanitary Lateral w/ Granular Backfill	LF	\$ 80.42	1,675.00	\$ 134,703.50	29.00	\$ 2,332.18	1,491.50	\$ 119,946.43	\$ 14,757.07	89.04%

Item No.	Item	Unit	Unit Price	CONTRACT		THIS PAYMENT		WORK TO DATE		BALANCE TO FINISH	PERCENT COMPLETE
				Quantity	Amount	Quantity	Amount	Quantity	Amount		
300-03	8-Inch PVC SDR-35 Sanitary Sewer Main w/ Granular Backfill	LF	\$ 77.92	2,300.00	\$ 179,216.00	0.00	\$ -	2,297.00	\$ 178,982.24	\$ 233.76	99.87%
300-04	Sanitary Manhole 4-FT Diameter	EA	\$ 3,492.55	13.00	\$ 45,403.15	0.00	\$ -	13.00	\$ 45,403.15	\$ -	100.00%
300-05	Sanitary Manhole Internal Chimney Seal	EA	\$ 400.00	13.00	\$ 5,200.00	0.00	\$ -	13.00	\$ 5,200.00	\$ -	100.00%
	Subtotal:				\$ 366,581.79		\$ 2,332.18		\$ 351,590.96	\$ 14,990.83	95.91%
SECTION 400 STORM SEWER ITEMS											
400-01	Connection to Existing Utility	EA	\$ 2,362.14	2.00	\$ 4,724.28	0.00	\$ -	2.00	\$ 4,724.28	\$ -	100.00%
400-02	Storm Sewer RCP Class V 12-Inch	LF	\$ 59.21	400.00	\$ 23,684.00	0.00	\$ -	375.00	\$ 22,203.75	\$ 1,480.25	93.75%
400-03	Storm Sewer RCP Class IV 15-Inch	LF	\$ 63.92	940.00	\$ 60,084.80	0.00	\$ -	929.00	\$ 59,381.68	\$ 703.12	98.83%
400-04	Storm Sewer RCP Class III 18-Inch	LF	\$ 66.95	650.00	\$ 43,517.50	0.00	\$ -	639.00	\$ 42,781.05	\$ 736.45	98.31%
400-05	Storm Sewer RCP Class III 24-Inch	LF	\$ 90.99	155.00	\$ 14,103.45	0.00	\$ -	138.50	\$ 12,602.12	\$ 1,501.33	89.35%
400-06	Storm Sewer RCP Class III 27-Inch	LF	\$ 104.98	75.00	\$ 7,873.50	0.00	\$ -	74.00	\$ 7,768.52	\$ 104.98	98.67%
400-07	Storm Sewer HDPE 12-Inch	LF	\$ 39.94	550.00	\$ 21,967.00	0.00	\$ -	544.00	\$ 21,727.36	\$ 239.64	98.91%
400-08	Storm Sewer HDPE 15-Inch	LF	\$ 48.22	111.00	\$ 5,352.42	0.00	\$ -	111.00	\$ 5,352.42	\$ -	100.00%
400-09	Storm Reinforced Concrete Endwall 12-Inch	EA	\$ 876.00	2.00	\$ 1,752.00	0.00	\$ -	2.00	\$ 1,752.00	\$ -	100.00%
400-10	Storm Reinforced Concrete Endwall 18-Inch	EA	\$ 968.00	1.00	\$ 968.00	0.00	\$ -	2.00	\$ 1,936.00	\$ (968.00)	200.00%
400-11	Storm Reinforced Concrete Endwall 27-Inch	EA	\$ 1,456.00	1.00	\$ 1,456.00	0.00	\$ -	1.00	\$ 1,456.00	\$ -	100.00%
400-12	Storm PVC SDR-35 Pipe 6-Inch (Sump System)	LF	\$ 31.78	1,275.00	\$ 40,519.50	632.00	\$ 20,084.96	1,313.00	\$ 41,727.14	\$ (1,207.64)	102.98%
400-13	Storm PVC SDR-35 6-Inch Clean-Out	EA	\$ 697.35	4.00	\$ 2,789.40	4.00	\$ 2,789.40	4.00	\$ 2,789.40	\$ -	100.00%
400-14	Storm Catch Basin 3-FT Diameter	EA	\$ 2,091.16	4.00	\$ 8,364.64	0.00	\$ -	4.00	\$ 8,364.64	\$ -	100.00%
400-15	Storm Inlet Manhole 4-FT Diameter	EA	\$ 2,775.24	8.00	\$ 22,201.92	0.00	\$ -	8.00	\$ 22,201.92	\$ -	100.00%
400-16	Storm Inlet Manhole 5-FT Diameter	EA	\$ 3,584.22	3.00	\$ 10,752.66	0.00	\$ -	2.00	\$ 7,168.44	\$ 3,584.22	66.67%
400-17	Storm Manhole 4-FT Diameter (Doghouse)	EA	\$ 2,778.30	1.00	\$ 2,778.30	0.00	\$ -	1.00	\$ 2,778.30	\$ -	100.00%
400-18	Storm Inlet 2x3-FT	EA	\$ 2,233.99	17.00	\$ 37,977.83	0.00	\$ -	17.00	\$ 37,977.83	\$ -	100.00%
400-19	Storm Outlet Structure 4-FT Diameter	EA	\$ 4,127.33	1.00	\$ 4,127.33	0.00	\$ -	1.00	\$ 4,127.33	\$ -	100.00%
400-20	Storm Outlet Structure 5-FT Diameter	EA	\$ 6,229.82	1.00	\$ 6,229.82	0.00	\$ -	1.00	\$ 6,229.82	\$ -	100.00%
	Subtotal:				\$ 321,224.35		\$ 22,874.36		\$ 315,050.00	\$ 6,174.35	98.08%
SECTION 500 WATER MAIN ITEMS											
500-01	Connection to Existing Utility	EA	\$ 4,320.28	2.00	\$ 8,640.56	0.00	\$ -	2.00	\$ 8,640.56	\$ -	100.00%
500-02	8-Inch PVC C-900 Water Main w/ Granular Backfill	LF	\$ 74.19	2,600.00	\$ 192,894.00	44.00	\$ 3,264.36	2,626.00	\$ 194,822.94	\$ (1,928.94)	101.00%
500-03	6-Inch PVC C-900 Water Hydrant Lead w/ Granular Backfill	LF	\$ 148.95	100.00	\$ 14,895.00	0.00	\$ -	91.00	\$ 13,554.45	\$ 1,340.55	91.00%
500-04	8-Inch Gate Valve and Box	EA	\$ 2,382.61	7.00	\$ 16,678.27	0.00	\$ -	7.00	\$ 16,678.27	\$ -	100.00%
500-05	Hydrant Assembly w/ Granular Backfill	EA	\$ 6,653.11	6.00	\$ 39,918.66	0.00	\$ -	6.00	\$ 39,918.66	\$ -	100.00%
500-06	Existing Hydrant Relocation	EA	\$ 2,359.54	2.00	\$ 4,719.08	0.00	\$ -	2.00	\$ 4,719.08	\$ -	100.00%
500-07	1-1/4-Inch HDPE SDR-9 Water Service	LF	\$ 47.35	1,875.00	\$ 88,781.25	88.00	\$ 4,166.80	1,847.00	\$ 87,455.45	\$ 1,325.80	98.51%
500-08	1-1/4-Inch Water Service Tap and	EA	\$ 304.77	59.00	\$ 17,981.43	2.00	\$ 609.54	50.00	\$ 15,238.50	\$ 2,742.93	84.75%
500-09	1-1/4-Inch Water Curb Valve and Box	EA	\$ 314.62	59.00	\$ 18,562.58	2.00	\$ 629.24	50.00	\$ 15,731.00	\$ 2,831.58	84.75%
	Subtotal:				\$ 403,070.83		\$ 8,669.94		\$ 396,758.91	\$ 6,311.92	98.43%
PROJECT SUBTOTAL:					\$ 1,955,419.53		\$ 401,404.55		\$ 1,669,794.69	\$ 285,624.84	85.39%

Item No.	Item	Unit	Unit Price	CONTRACT		THIS PAYMENT		WORK TO DATE		BALANCE TO FINISH	PERCENT COMPLETE
				Quantity	Amount	Quantity	Amount	Quantity	Amount		
CHANGE ORDER NO. 1 - Subbase Stabilizer											
CO1.1	Mobilization for Cement Stabilization	LS	\$ 5,197.50	1.00	\$ 5,197.50	1.00	\$ 5,197.50	1.00	\$ 5,197.50	\$ -	100.00%
CO1.2	Cement Stabilization (12")	SY	\$ 7.93	10,525.00	\$ 83,463.25	10,525.00	\$ 83,463.25	10,525.00	\$ 83,463.25	\$ -	100.00%
CO1.3	Fine Grading During Stabilization	LS	\$ 13,328.70	1.00	\$ 13,328.70	1.00	\$ 13,328.70	1.00	\$ 13,328.70	\$ -	100.00%
Subtotal, Change Order No. 1					\$ 101,989.45		\$ 101,989.45		\$ 101,989.45		100.00%
OVERALL TOTAL					\$ 2,057,408.98		\$ 503,394.00		\$ 1,771,784.14	\$ 285,624.84	86.12%
ALTERNATE NO. 3 - Contractor Purchase and Haul Excess Topsoil (ADD/DEDUCT)											
A3-01	Purchase Excess Topsoil and Haul Away	CY	\$ (3.00)	8,000.00	\$ (24,000.00)	0.00	\$ -	0.00	\$ -	\$ (24,000.00)	0.00%

CONTRACT SUMMARY

ORIGINAL CONTRACT SUM: \$ 1,955,419.53
NET CHANGE BY CHANGE ORDER: \$ 101,989.45
REVISED CONTRACT SUM TO DATE: \$ 2,057,408.98

TOTAL WORK COMPLETED: \$ 1,771,784.14
NEW RETAINAGE (5% ON 1ST HALF OF WORK COMPLETED) \$ 48,885.49
RETAINAGE TO BE PAID: \$ -
FUNDS TO BE RETAINED: \$ 48,885.49

TOTAL EARNED LESS DEDUCTIONS AND RETAINAGE: \$ 1,722,898.65
LESS PREVIOUS APPROVALS FOR PAYMENT: \$ 1,219,504.65
CURRENT PAYMENT APPROVED (PAYMENT OF RETAINAGE): \$ 503,394.00

TOTAL PREVIOUS PAYMENTS TO CONTRACTOR:	\$ 1,219,504.65
TOTAL PAYMENTS TO CONTRACTOR THIS INVOICE:	\$ 503,394.00
TOTAL PAYMENTS TO CONTRACTOR TO DATE:	\$ 1,722,898.65

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2

TO OWNER:

Village of Jackson
N168W19851 Main Street
Jackson, WI 53037

PROJECT:

The Oaks of Jackson
Jackson, WI

FROM CONTRACTOR:

D.F. Tomasini Contractors, Inc.
N70 W25176 Indian Grass Lane
Sussex, WI 53089

VIA ARCHITECT:

SEH
501 Maple Avenue
Delafield, WI 53018

CONTRACT FOR: Site Improvements

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM \$ 1,955,419.53
2. Net change by Change Orders \$ 101,989.45
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 2,057,408.98
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 1,771,784.14

5. RETAINAGE:
a. % of Completed Work \$ 48,885.49
(Column D + E on G703)
b. % of Stored Material \$ 0.00
(Column F on G703)
Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 48,885.49
6. TOTAL EARNED LESS RETAINAGE \$ 1,722,898.65
(Line 4 Less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 1,219,504.65
8. CURRENT PAYMENT DUE \$ 503,394.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 334,510.33

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$101,989.45	
TOTALS	\$101,989.45	\$0.00
NET CHANGES by Change Order	\$101,989.45	

APPLICATION NO:

3 Distribution to:

PERIOD TO:

8/22/23

PROJECT NOS:

JACK V170026
DFT#2262

CONTRACT DATE:

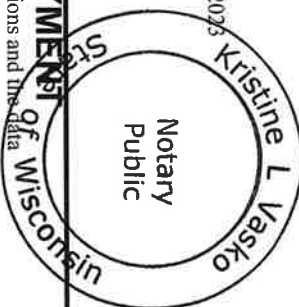
4/18/2023

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

CONTRACTOR: D.F. TOMASINI CONTRACTORS, INC.

By: Mike Benish, President Date: 8/23/23

State of: Wisconsin County of: Waukesha
Subscribed and sworn to before me this 23rd day of August, 2023
Notary Public: Kristine L. Vasko
My Commission expires: 09/25/24



ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$ _____

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

By: _____ Date: _____

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



August 23, 2023

Village of Jackson
W194 N16660 Eagle Drive
Jackson, WI 53037

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

Subject: Project: VOJ 23-01
2023 Utility & Street Improvements
CTH P, Sherman Road & Highland Road
Pay Request #2

Dear Mr. Kober:

Enclosed you will find Pay Request #2 for the 2023 Utility and Street Improvements 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. The maximum retainage was met with this pay request #2. This is per Article 6.02.A.1 Progress Payments; Retainage, of Contract Document 00500, Agreement:

Total work completed to date	= \$1,129,570.12
Work completed, Pay Request # 2	= \$889,635.11
Retainage, Pay Request #2 (5%)	= \$42,400.91
Total Retainage	= \$54,397.66
Amount due to Contractor, Pay Request #4	= \$847,234.20

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

Sincerely,

Todd Drew

Todd Drew
Project Inspector
Gremmer & Associates, Inc.

Project VOJ 23-01
2023 Utility Street Improvements
CTH P, Sherman Road and Highland Road

Pay Request #2
Vinton Construction - Prime Contractor

				Vinton 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	Units	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 Asphaltic Surface	SY	1,376	\$9.50	\$13,072.00		\$0.00	765	\$7,267.50		\$0.00		\$0.00		\$0.00		\$0.00	765	\$7,267.50	56%
100-02	Removing Curb & Gutter	LF	62	\$10.00	\$620.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-05	Base Aggregate Dense 3/4-Inch	TON	375	\$36.88	\$13,830.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-06	Base Aggregate Dense 1 1/4-Inch	TON	740	\$19.24	\$14,237.60		\$0.00	555	\$10,678.20		\$0.00		\$0.00		\$0.00		\$0.00	555	\$10,678.20	75%
100-07	Asphaltic Surface	TON	325	\$134.00	\$43,550.00		\$0.00	12	\$1,608.00		\$0.00		\$0.00		\$0.00		\$0.00	12	\$1,608.00	4%
100-08	Asphaltic Flumes	SY	15	\$55.00	\$825.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-09	Concrete Curb & Gutter 6-Inch Sloped 30-Inch Type J	LF	62	\$77.00	\$4,774.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-11	Traffic Control	LS	1	\$8,967.00	\$8,967.00		\$0.00	1	\$8,967.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$8,967.00	100%
100-14	Sawing Asphalt & Concrete	LF	2,361	\$2.50	\$5,902.50		\$0.00	1710	\$4,275.00		\$0.00		\$0.00		\$0.00		\$0.00	1710	\$4,275.00	72%
100-15	Salvaged Topsoil, Seed No. 40, Fertilizer Type B & Erosion Mat Urban Class I Type B	SY	4,150	\$7.04	\$29,216.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-16	Salvaged Topoil, Seed No. 40, Fertilizer Type B & Mulch	SY	1,500	\$6.04	\$9,060.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-19	Culvert Pipe Checks	EACH	6	\$40.00	\$240.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-20	Temporary Ditch Checks	EACH	18	\$27.00	\$486.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-21	Inlet Protection Type B	EACH	1	\$70.00	\$70.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-23	Silt Fence	LF	2,660	\$2.02	\$5,373.20		\$0.00	1686	\$3,405.72		\$0.00		\$0.00		\$0.00		\$0.00	1686	\$3,405.72	63%
100-24	Remove & Replace Driveway Culverts	EACH	3	\$953.00	\$2,859.00		\$0.00	3	\$2,859.00		\$0.00		\$0.00		\$0.00		\$0.00	3	\$2,859.00	100%
100-26	Remove & Replace Tracking Pad	EACH	1	\$3,000.00	\$3,000.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-27	Mobilization	LS	1	\$240,000.00	\$240,000.00		\$0.00	1	\$240,000.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$240,000.00	100%
100-28	Mobilization Directional Drill	LS	1	\$19,619.00	\$19,619.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-02	Connect to Existing Sanitary Sewer Main	EACH	1	\$2,177.00	\$2,177.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-03	Sanitary Manhole 4-FT Diameter With Casting	EACH	5	\$8,797.00	\$43,985.00		\$0.00	4	\$35,188.00		\$0.00		\$0.00		\$0.00		\$0.00	4	\$35,188.00	80%
300-05	Sanitary Sewer PVC SDR-35 6-Inch	LF	312	\$219.00	\$68,328.00		\$0.00	105	\$22,995.00		\$0.00		\$0.00		\$0.00		\$0.00	105	\$22,995.00	34%
300-06	Sanitary Sewer PVC SDR-35 8-Inch	LF	424	\$389.00	\$164,936.00		\$0.00	401	\$155,989.00		\$0.00		\$0.00		\$0.00		\$0.00	401	\$155,989.00	95%
300-07	Sanitary Sewer PVC SDR-26 8-Inch	LF	1,127	\$326.00	\$367,402.00		\$0.00	900	\$293,400.00		\$0.00		\$0.00		\$0.00		\$0.00	900	\$293,400.00	80%
400-01	Connect to Existing Water Main Pipe	EACH	2	\$4,408.00	\$8,816.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-02	Water Main Steel Casing 24-Inch	LF	90	\$0.00	\$0.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	#DIV/0!
400-03	Water Main PVC DR-18 6-Inch	LF	77.0	\$102.00	\$7,854.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-04	Water Main PVC DR-18 12-Inch	LF	3,368	\$171.00	\$575,928.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-04B	Water Main HDPE DR-11 Directional Drill	LF	3,100	\$169.90	\$526,690.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-05	Water Gate Valve 6-Inch	EACH	2	\$1,929.00	\$3,858.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-06	Water Gate Valve 12-Inch	EACH	8	\$4,877.00	\$39,016.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-07	Water Tee 12x6-Inch	EACH	2	\$866.00	\$1,732.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-08	Water Tee 12x12-Inch	EACH	1	\$1,485.00	\$1,485.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-09	Water 11.25 Deg Bend 12-Inch	EACH	2	\$769.00	\$1,538.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-10	Water 22.5 Deg Bend 12-Inch	EACH	1	\$790.00	\$790.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-11	Water 45 Deg Bend 12-Inch	EACH	12	\$861.00	\$10,332.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-12	Water Sleeve 12-Inch	EACH	1	\$762.00	\$762.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-13	Water Plug 12-Inch	EACH	1	\$342.00	\$342.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-14	Water Hydrant	EACH	2	\$5,895.00	\$11,790.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-15	Water Manhole 5-FT Diameter with Casting	EACH	1	\$7,685.00	\$7,685.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
CTH P TOTAL					\$2,261,147.30		\$0.00		\$786,632.42		\$0.00		\$0.00		\$0.00		\$0.00		\$786,632.42	35%
100-01	Removing Asphaltic Surface	SY	111	\$9.50	\$1,054.50	229	\$2,177.40		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	229	\$2,177.40	206%
100-02	Removing Curb & Gutter	LF	23	\$10.00	\$230.00	21	\$206.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	21	\$206.00	90%
100-05	Base Aggregate Dense 3/4-Inch	TON	25	\$56.88	\$1,422.00	19	\$1,104.61		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	19	\$1,104.61	78%
100-06	Base Aggregate Dense 1 1/4-Inch	TON	65	\$19.24	\$1,250.60	90	\$1,731.60		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	90	\$1,731.60	138%
100-07	Asphaltic Surface	TON	32	\$265.00	\$8,480.00	84	\$22,207.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	84	\$22,207.00	262%
100-10	Concrete Curb & Gutter 30-Inch Type D	LF	23	\$109.00	\$2,507.00	21	\$2,245.40		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	21	\$2,245.40	90%
100-11	Traffic Control	LS	1	\$4,155.00	\$4,155.00	1	\$4,155.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$4,155.00	100%
100-14	Sawing Asphalt & Concrete	LF	218	\$2.50	\$545.00	580	\$1,450.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	580	\$1,450.00	266%
100-17	Topsoil, Seed No. 40, Fertilizer Type B & Erosion	SY	350	\$8.50	\$2,975.00	866	\$7,361.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	866	\$7,361.00	247%
100-19	Culvert Pipe Checks	EACH	1	\$40.00	\$40.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-20	Temporary Ditch Checks	EACH	3	\$27.00	\$81.00	3	\$81.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	3	\$81.00	100%
100-23	Silt Fence	LF	243	\$3.00	\$729.00	255	\$765.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	255	\$765.00	105%
100-25	Remove, Salvage & Reinstall Riprap	LS	1	\$1,500.00	\$1,500.00	1	\$1,500.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0%
100-27	Mobilization	EACH	1	\$20,000.00	\$20,000.00	1	\$20,000.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$20,000.00	100%

Project VOJ 23-01
2023 Utility Street Improvements
CTH P, Sherman Road and Highland Road

300-01	Connect to Existing Sanitary Sewer Manhole	EACH	1	\$2,177.00	\$2,177.00	1	\$2,177.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$2,177.00	100%
300-03	Sanitary Manhole 4-FT Diameter With Casting	EACH	1	\$9,050.00	\$9,050.00	1	\$9,050.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$9,050.00	100%
300-05	Sanitary Sewer PVC SDR-35 6-Inch	LF	54	\$280.00	\$15,120.00	54	\$15,120.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	54	\$15,120.00	100%
300-06	Sanitary Sewer PVC SDR-35 8-Inch	LF	400	\$388.00	\$155,200.00	383	\$148,604.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	383	\$148,604.00	96%
SHERMAN ROAD TOTAL				\$226,516.10			\$239,935.01		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$238,435.01	105%
100-01	Removing Asphaltic Surface	SY	515	\$4.60	\$2,369.00		\$0.00	474	\$2,180.40		\$0.00		\$0.00		\$0.00		\$0.00	474	\$2,180.40	92%
100-02	Removing Curb & Gutter	LF	42	\$10.00	\$420.00		\$0.00	54	\$536.00		\$0.00		\$0.00		\$0.00		\$0.00	54	\$536.00	128%
100-03	Removing Concrete Sidewalk & Driveway	SY	65	\$9.00	\$585.00		\$0.00	77	\$695.70		\$0.00		\$0.00		\$0.00		\$0.00	77	\$695.70	119%
100-04	Excavation Common	CY	313	\$30.70	\$9,609.10		\$0.00	313	\$9,609.10		\$0.00		\$0.00		\$0.00		\$0.00	313	\$9,609.10	100%
100-05	Base Aggregate Dense 3/4-Inch	TON	45	\$34.34	\$1,545.30		\$0.00	41	\$1,417.21		\$0.00		\$0.00		\$0.00		\$0.00	41	\$1,417.21	92%
100-06	Base Aggregate Dense 1 1/4-Inch	TON	445	\$19.25	\$8,566.25		\$0.00	282	\$5,420.03		\$0.00		\$0.00		\$0.00		\$0.00	282	\$5,420.03	63%
100-07	Asphaltic Surface	TON	150	\$115.00	\$17,250.00		\$0.00	173	\$19,877.75		\$0.00		\$0.00		\$0.00		\$0.00	173	\$19,877.75	115%
100-08	Asphaltic Flumes	SY	15	\$55.00	\$825.00		\$0.00	5	\$291.50		\$0.00		\$0.00		\$0.00		\$0.00	5	\$291.50	35%
100-10	Concrete Curb & Gutter 30-Inch Type D	LF	453.0	\$30.00	\$13,590.00		\$0.00	464	\$13,920.00		\$0.00		\$0.00		\$0.00		\$0.00	464	\$13,920.00	102%
100-11	Traffic Control	LS	1	\$3,268.00	\$3,268.00		\$0.00	1	\$3,268.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$3,268.00	100%
100-12	Concrete Sidewalk 4-Inch	SF	1,396	\$8.75	\$12,215.00		\$0.00	1400	\$12,250.00		\$0.00		\$0.00		\$0.00		\$0.00	1400	\$12,250.00	100%
100-13	Concrete Driveway 6-Inch	SY	115	\$89.00	\$10,235.00		\$0.00	136	\$12,059.50		\$0.00		\$0.00		\$0.00		\$0.00	136	\$12,059.50	118%
100-14	Sawing Asphalt & Concrete	LF	537	\$2.50	\$1,342.50		\$0.00	591	\$1,477.50		\$0.00		\$0.00		\$0.00		\$0.00	591	\$1,477.50	110%
100-18	Topsoil, Seed No. 40, Fertilizer Type B & Mulch	SY	665	\$8.20	\$5,453.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-20	Temporary Ditch Checks	EACH	1	\$40.00	\$40.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-22	Inlet Protection Type C	EACH	2	\$70.00	\$140.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
100-27	Mobilization	EACH	1	\$20,000.00	\$20,000.00		\$0.00	1	\$20,000.00		\$0.00		\$0.00		\$0.00		\$0.00	1	\$20,000.00	100%
300-04	Adjusting Sanitary Sewer Manhole Casting	EACH	1	\$650.00	\$650.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-16	Adjusting Hydrant	EACH	1	\$1,425.00	\$1,425.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
400-17	Adjusting Water Curb Box	EACH	2	\$412.00	\$824.00		\$0.00	0	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
HIGHLAND ROAD TOTAL				\$110,352.15			\$0.00		\$103,002.69		\$0.00		\$0.00		\$0.00		\$0.00		\$103,002.69	93%
TOTAL				\$2,598,015.55			\$239,935.01		\$889,635.11		\$0.00		\$0.00		\$0.00		\$0.00		\$2,153,137.55	82.88%

Vinton original bid #

\$2,175,906.55

Difference / Increase of

\$422,109.00

Work completed, previous estimate

\$239,935.01

Work completed, this estimate

\$889,635.11

Total work completed

\$1,129,570.12

Retainage, this estimate

\$42,400.91

Total retainage, previous estimates

\$11,996.75

Total retainage

\$54,397.66

Amount due to contractor, this estimate

\$847,234.20

Max retainage to hold =
Based off original bid price

\$11,996.75 Retainage Est #1

\$44,481.76 Retainage Est #2

\$0.00 Retainage Est #3

\$54,397.66

Contractor's Application for Payment No. 2

Application Period: 6/17/23-8/18/23	Application Date: 8/23/2023
To (Owner): Village of Jackson	From (Contractor): Vinton Construction Company
Project: 2023 Utility & Street Improvements	Via (Engineer): Jeff Spaeth
Owner's Contract No.:	Contract: 2023 Utility & Street Improvements
	Gremmer & Associates
Contractor's Project No.: 23073	Engineer's Project No.:

Application For Payment Change Order Summary

Approved Change Orders	Number	Additions	Deductions		
	1	\$546,309.00	\$654,300.00	1. ORIGINAL CONTRACT PRICE.....	\$ \$2,175,906.55
				2. Net change by Change Orders.....	\$ -\$107,991.00
				3. Current Contract Price (Line 1 ± 2).....	\$ \$2,067,915.55
				4. TOTAL COMPLETED AND STORED TO DATE	
				(Column F total on Progress Estimates).....	\$ \$1,129,570.12
				5. RETAINAGE:	
				a. 2.5% X \$2,175,906.55 Work Completed.....	\$ \$54,397.66
				b. X _____ Stored Material.....	\$ _____
				c. Total Retainage (Line 5.a + Line 5.b).....	\$ \$54,397.66
				6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ \$1,075,172.46
				7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ \$227,938.26
				8. AMOUNT DUE THIS APPLICATION.....	\$ \$847,234.20
				9. BALANCE TO FINISH, PLUS RETAINAGE	
				(Column G total on Progress Estimates + Line 5.c above).....	\$ \$1,220,681.35
TOTALS		\$546,309.00	\$654,300.00		
NET CHANGE BY CHANGE ORDERS		-\$107,991.00			

Contractor's Certification

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

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

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

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

Contractor Signature

By:  Date: 8-23-2023

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

is recommended by: _____
(Engineer) (Date)

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

is approved by: _____
(Owner) (Date)

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

Unit Cost Breakdown

Project: Jackson 2023 Utility Street Improvements

Page 1 of 3

Contractor: Vinton Construction Company

Application Date: 08/23/23

Payment Application #: 2

VCC Job# 23073

ITEM NO.	DESCRIPTION OF WORK	Scheduled-				Work Completed				Total Completed/Stored		Scheduled Vs.	Percent Complete
		Quantity	UOM	Unit Price	Amount	Previous Request		This Request		To Date		Actual	
						Quantity	Amount	Quantity	Amount	Quantity	Amount	Add(Deduct)	
CTH P													
100	100-01 Removing Asphaltic Surface	1,376	SY	\$ 9.50	\$ 13,072.00	-	\$ -	765.00	\$ 7,267.50	765.00	\$ 7,267.50	\$ 5,804.50	55.6%
101	100-02 Removing Curb & Gutter	62	LF	\$ 10.00	\$ 620.00	-	\$ -	-	\$ -	-	\$ -	\$ 620.00	0.0%
102	100-05 Base Aggregate Dense 3/4-Inch	375	TON	\$ 36.88	\$ 13,830.00	-	\$ -	-	\$ -	-	\$ -	\$ 13,830.00	0.0%
103	100-06 Base Aggregate Dense 1 1/4-Inch	740	TON	\$ 19.24	\$ 14,237.60	-	\$ -	555.00	\$ 10,678.20	555.00	\$ 10,678.20	\$ 3,559.40	75.0%
104	100-07 Asphaltic Surface	325	TON	\$ 134.00	\$ 43,550.00	-	\$ -	12.00	\$ 1,608.00	12.00	\$ 1,608.00	\$ 41,942.00	3.7%
105	100-08 Asphaltic Flumes	15	SY	\$ 55.00	\$ 825.00	-	\$ -	-	\$ -	-	\$ -	\$ 825.00	0.0%
106	100-09 Concrete Curb & Gutter 6-Inch	62	LF	\$ 77.00	\$ 4,774.00	-	\$ -	-	\$ -	-	\$ -	\$ 4,774.00	0.0%
107	100-11 Traffic Control	1	LS	\$ 8,967.00	\$ 8,967.00	-	\$ -	1.00	\$ 8,967.00	1.00	\$ 8,967.00	\$ -	100.0%
108	100-14 Sawing Asphalt & Concrete	2,361	LF	\$ 2.50	\$ 5,902.50	-	\$ -	1,710.00	\$ 4,275.00	1,710.00	\$ 4,275.00	\$ 1,627.50	72.4%
109	100-15 Salvaged Topsoil, Seed No. 40,	4,150	SY	\$ 7.04	\$ 29,216.00	-	\$ -	-	\$ -	-	\$ -	\$ 29,216.00	0.0%
110	100-16 Salvaged Topoil, Seed No. 40,	1,500	SY	\$ 6.04	\$ 9,060.00	-	\$ -	-	\$ -	-	\$ -	\$ 9,060.00	0.0%
111	100-19 Culvert Pipe Checks	6	EA	\$ 40.00	\$ 240.00	-	\$ -	-	\$ -	-	\$ -	\$ 240.00	0.0%
112	100-20 Temporary Ditch Checks	18	EA	\$ 27.00	\$ 486.00	-	\$ -	-	\$ -	-	\$ -	\$ 486.00	0.0%
113	100-21 Inlet Protection Type B	1	EA	\$ 70.00	\$ 70.00	-	\$ -	-	\$ -	-	\$ -	\$ 70.00	0.0%
114	100-23 Silt Fence	2,660	LF	\$ 2.02	\$ 5,373.20	-	\$ -	1,686.00	\$ 3,405.72	1,686.00	\$ 3,405.72	\$ 1,967.48	63.4%
115	100-24 Remove & Replace Driveway	3	EA	\$ 953.00	\$ 2,859.00	-	\$ -	3.00	\$ 2,859.00	3.00	\$ 2,859.00	\$ -	100.0%
116	100-26 Remove & Replace Tracking Pad	1	EA	\$ 3,000.00	\$ 3,000.00	-	\$ -	-	\$ -	-	\$ -	\$ 3,000.00	0.0%
117	100-27 Mobilization	1	EA	\$ 240,000.00	\$ 240,000.00	-	\$ -	1.00	\$240,000.00	1.00	\$ 240,000.00	\$ -	100.0%
118	300-02 Connect to Existing Sanitary Sewer	1	EA	\$ 2,177.00	\$ 2,177.00	-	\$ -	-	\$ -	-	\$ -	\$ 2,177.00	0.0%
119	300-03 Sanitary Manhole 4-FT Diameter	5	EA	\$ 8,797.00	\$ 43,985.00	-	\$ -	4.00	\$ 35,188.00	4.00	\$ 35,188.00	\$ 8,797.00	80.0%
120	300-05 Sanitary Sewer PVC SDR-35 6-	312	LF	\$ 219.00	\$ 68,328.00	-	\$ -	105.00	\$ 22,995.00	105.00	\$ 22,995.00	\$ 45,333.00	33.7%
121	300-06 Sanitary Sewer PVC SDR-35 8-	424	LF	\$ 389.00	\$ 164,936.00	-	\$ -	401.00	\$155,989.00	401.00	\$ 155,989.00	\$ 8,947.00	94.6%
122	300-07 Sanitary Sewer PVC SDR-26 8-	1,127	LF	\$ 326.00	\$ 367,402.00	-	\$ -	900.00	\$293,400.00	900.00	\$ 293,400.00	\$ 74,002.00	79.9%
123	400-01 Connect to Existing Water Main	2	EA	\$ 4,408.00	\$ 8,816.00	-	\$ -	-	\$ -		\$ -	\$ 8,816.00	0.0%
124	400-02 Water Main Steel Casing 24-Inch	-	LF	\$ 1,380.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ -	#DIV/0!
125	400-03 Water Main PVC DR-18 6-Inch	77	LF	\$ 102.00	\$ 7,854.00	-	\$ -	-	\$ -	-	\$ -	\$ 7,854.00	0.0%
126	400-04 Water Main PVC DR-18 12-Inch	268	LF	\$ 171.00	\$ 45,828.00	-	\$ -	-	\$ -	-	\$ -	\$ 45,828.00	0.0%
127	400-05 Water Gate Valve 6-Inch	2	EA	\$ 1,929.00	\$ 3,858.00	-	\$ -	-	\$ -	-	\$ -	\$ 3,858.00	0.0%
128	400-06 Water Gate Valve 12-Inch	8	EA	\$ 4,877.00	\$ 39,016.00	-	\$ -	-	\$ -	-	\$ -	\$ 39,016.00	0.0%
129	400-07 Water Tee 12x6-Inch	2	EA	\$ 866.00	\$ 1,732.00	-	\$ -	-	\$ -	-	\$ -	\$ 1,732.00	0.0%
130	400-08 Water Tee 12x12-Inch	1	EA	\$ 1,485.00	\$ 1,485.00	-	\$ -	-	\$ -	-	\$ -	\$ 1,485.00	0.0%
131	400-09 Water 11.25 Deg Bend 12-Inch	2	EA	\$ 769.00	\$ 1,538.00	-	\$ -	-	\$ -	-	\$ -	\$ 1,538.00	0.0%
132	400-10 Water 22.5 Deg Bend 12-Inch	1	EA	\$ 790.00	\$ 790.00	-	\$ -	-	\$ -	-	\$ -	\$ 790.00	0.0%

Unit Cost Breakdown

Project: Jackson 2023 Utility Street Improvements

Page 2 of 3

Contractor: Vinton Construction Company

Application Date: 08/23/23

Payment Application #: 2

VCC Job# 23073

ITEM NO.	DESCRIPTION OF WORK	Scheduled-				Work Completed				Total Completed/Stored To Date		Scheduled Vs. Actual	Percent Complete
		Quantity	UOM	Unit Price	Amount	Previous Request		This Request					
						Quantity	Amount	Quantity	Amount	Quantity	Amount	Add(Deduct)	
133	400-11 Water 45 Deg Bend 12-Inch	12	EA	\$ 861.00	\$ 10,332.00	-	\$ -	-	\$ -	-	\$ -	\$ 10,332.00	0.0%
134	400-12 Water Sleeve 12-Inch	1	EA	\$ 762.00	\$ 762.00	-	\$ -	-	\$ -	-	\$ -	\$ 762.00	0.0%
135	400-13 Water Plug 12-Inch	1	EA	\$ 342.00	\$ 342.00	-	\$ -	-	\$ -	-	\$ -	\$ 342.00	0.0%
136	400-14 Water Hydrant	2	EA	\$ 5,895.00	\$ 11,790.00	-	\$ -	-	\$ -	-	\$ -	\$ 11,790.00	0.0%
137	400-15 Water Manhole 5-FT Diameter with	1	EA	\$ 7,685.00	\$ 7,685.00	-	\$ -	-	\$ -	-	\$ -	\$ 7,685.00	0.0%
Sherman Road													
200	100-01 Removing Asphaltic Surface	111	SY	\$ 9.50	\$ 1,054.50	229.20	\$ 2,177.40	-	\$ -	229.20	\$ 2,177.40	\$ (1,122.90)	206.5%
201	100-02 Removing Curb & Gutter	23	LF	\$ 10.00	\$ 230.00	20.60	\$ 206.00	-	\$ -	20.60	\$ 206.00	\$ 24.00	89.6%
202	100-05 Base Aggregate Dense 3/4-Inch	25	TON	\$ 56.88	\$ 1,422.00	19.42	\$ 1,104.61	-	\$ -	19.42	\$ 1,104.61	\$ 317.39	77.7%
203	100-06 Base Aggregate Dense 1 1/4-Inch	65	TON	\$ 19.24	\$ 1,250.60	90.00	\$ 1,731.60	-	\$ -	90.00	\$ 1,731.60	\$ (481.00)	138.5%
204	100-07 Asphaltic Surface	32	TON	\$ 265.00	\$ 8,480.00	83.80	\$ 22,207.00	-	\$ -	83.80	\$ 22,207.00	\$ (13,727.00)	261.9%
205	100-10 Concrete Curb & Gutter 30-Inch	23	LF	\$ 109.00	\$ 2,507.00	20.60	\$ 2,245.40	-	\$ -	20.60	\$ 2,245.40	\$ 261.60	89.6%
206	100-11 Traffic Control	1	LS	\$ 4,155.00	\$ 4,155.00	1.00	\$ 4,155.00	-	\$ -	1.00	\$ 4,155.00	\$ -	100.0%
207	100-14 Sawing Asphalt & Concrete	218	LF	\$ 2.50	\$ 545.00	580.00	\$ 1,450.00	-	\$ -	580.00	\$ 1,450.00	\$ (905.00)	266.1%
208	100-17 Topsoil, Seed No. 40, Fertilizer	350	SY	\$ 8.50	\$ 2,975.00	866.00	\$ 7,361.00	-	\$ -	866.00	\$ 7,361.00	\$ (4,386.00)	247.4%
209	100-19 Culvert Pipe Checks	1	EA	\$ 40.00	\$ 40.00	-	\$ -	-	\$ -	-	\$ -	\$ 40.00	0.0%
210	100-20 Temporary Ditch Checks	3	EA	\$ 27.00	\$ 81.00	3.00	\$ 81.00	-	\$ -	3.00	\$ 81.00	\$ -	100.0%
211	100-23 Silt Fence	243	LF	\$ 3.00	\$ 729.00	255.00	\$ 765.00	-	\$ -	255.00	\$ 765.00	\$ (36.00)	104.9%
212	100-25 Remove, Salvage & Reinstall	1	LS	\$ 1,500.00	\$ 1,500.00	1.00	\$ 1,500.00	-	\$ -	1.00	\$ 1,500.00	\$ -	100.0%
213	100-27 Mobilization	1	EA	\$ 20,000.00	\$ 20,000.00	1.00	\$ 20,000.00	-	\$ -	1.00	\$ 20,000.00	\$ -	100.0%
214	300-01 Connect to Existing Sanitary Sewer	1	EA	\$ 2,177.00	\$ 2,177.00	1.00	\$ 2,177.00	-	\$ -	1.00	\$ 2,177.00	\$ -	100.0%
215	300-03 Sanitary Manhole 4-FT Diameter	1	EA	\$ 9,050.00	\$ 9,050.00	1.00	\$ 9,050.00	-	\$ -	1.00	\$ 9,050.00	\$ -	100.0%
216	300-05 Sanitary Sewer PVC SDR-35 6-	54	LF	\$ 280.00	\$ 15,120.00	54.00	\$ 15,120.00	-	\$ -	54.00	\$ 15,120.00	\$ -	100.0%
217	300-06 Sanitary Sewer PVC SDR-35 8-	400	LF	\$ 388.00	\$ 155,200.00	383.00	\$148,604.00	-	\$ -	383.00	\$ 148,604.00	\$ 6,596.00	95.8%
Highland Road													
300	100-01 Removing Asphaltic Surface	515	SY	\$ 4.60	\$ 2,369.00	-	\$ -	474.00	\$ 2,180.40	474.00	\$ 2,180.40	\$ 188.60	92.0%
301	100-02 Removing Curb & Gutter	42	LF	\$ 10.00	\$ 420.00	-	\$ -	53.60	\$ 536.00	53.60	\$ 536.00	\$ (116.00)	127.6%
302	100-03 Removing Concrete Sidewalk &	65	SY	\$ 9.00	\$ 585.00	-	\$ -	77.30	\$ 695.70	77.30	\$ 695.70	\$ (110.70)	118.9%
303	100-04 Excavation Common	313	CY	\$ 30.70	\$ 9,609.10	-	\$ -	313.00	\$ 9,609.10	313.00	\$ 9,609.10	\$ -	100.0%
304	100-05 Base Aggregate Dense 3/4-Inch	45	TON	\$ 34.34	\$ 1,545.30	-	\$ -	41.27	\$ 1,417.21	41.27	\$ 1,417.21	\$ 128.09	91.7%
305	100-06 Base Aggregate Dense 1 1/4-Inch	445	TON	\$ 19.25	\$ 8,566.25	-	\$ -	281.56	\$ 5,420.03	281.56	\$ 5,420.03	\$ 3,146.22	63.3%
306	100-07 Asphaltic Surface	150	TON	\$ 115.00	\$ 17,250.00	-	\$ -	172.85	\$ 19,877.75	172.85	\$ 19,877.75	\$ (2,627.75)	115.2%
307	100-08 Asphaltic Flumes	15	SY	\$ 55.00	\$ 825.00	-	\$ -	5.30	\$ 291.50	5.30	\$ 291.50	\$ 533.50	35.3%
308	100-10 Concrete Curb & Gutter 30-Inch	453	LF	\$ 30.00	\$ 13,590.00	-	\$ -	464.00	\$ 13,920.00	464.00	\$ 13,920.00	\$ (330.00)	102.4%

Unit Cost Breakdown

Project: Jackson 2023 Utility Street Improvements

Page 3 of 3

Contractor: Vinton Construction Company

Application Date: 08/23/23

Payment Application #: 2

VCC Job# 23073

ITEM NO.	DESCRIPTION OF WORK	Scheduled-				Work Completed				Total Completed/Stored		Scheduled Vs.	Percent Complete
		Quantity	UOM	Unit Price	Amount	Previous Request		This Request		To Date		Actual	
						Quantity	Amount	Quantity	Amount	Quantity	Amount	Add(Deduct)	
309	100-11 Traffic Control	1	LS	\$ 3,268.00	\$ 3,268.00	-	\$ -	1.00	\$ 3,268.00	1.00	\$ 3,268.00	\$ -	100.0%
310	100-12 Concrete Sidewalk 4-Inch	1,396	SF	\$ 8.75	\$ 12,215.00	-	\$ -	1,400.00	\$ 12,250.00	1,400.00	\$ 12,250.00	\$ (35.00)	100.3%
311	100-13 Concrete Driveway 6-Inch	115	SY	\$ 89.00	\$ 10,235.00	-	\$ -	135.50	\$ 12,059.50	135.50	\$ 12,059.50	\$ (1,824.50)	117.8%
312	100-14 Sawing Asphalt & Concrete	537	LF	\$ 2.50	\$ 1,342.50	-	\$ -	591.00	\$ 1,477.50	591.00	\$ 1,477.50	\$ (135.00)	110.1%
313	100-18 Topsoil, Seed No. 40, Fertilizer	665	SY	\$ 8.20	\$ 5,453.00	-	\$ -	-	\$ -	-	\$ -	\$ 5,453.00	0.0%
314	100-20 Temporary Ditch Checks	1	EA	\$ 40.00	\$ 40.00	-	\$ -	-	\$ -	-	\$ -	\$ 40.00	0.0%
315	100-22 Inlet Protection Type C	2	EA	\$ 70.00	\$ 140.00	-	\$ -	-	\$ -	-	\$ -	\$ 140.00	0.0%
316	100-27 Mobilization	1	EA	\$ 20,000.00	\$ 20,000.00	-	\$ -	1.00	\$ 20,000.00	1.00	\$ 20,000.00	\$ -	100.0%
317	300-04 Adjusting Sanitary Sewer Manhole	1	EA	\$ 650.00	\$ 650.00	-	\$ -	-	\$ -	-	\$ -	\$ 650.00	0.0%
318	400-16 Adjusting Hydrant	1	EA	\$ 1,425.00	\$ 1,425.00	-	\$ -	-	\$ -	-	\$ -	\$ 1,425.00	0.0%
319	400-17 Adjusting Water Curb Box	2	EA	\$ 412.00	\$ 824.00	-	\$ -	-	\$ -	-	\$ -	\$ 824.00	0.0%
Change Orders													
900	CO1 100-28 Mobilization Directional Drill	1	LS	\$ 19,619.00	\$ 19,619.00	-	\$ -	-	\$ -	-	\$ -	\$ 19,619.00	0.0%
901	CO1 400-04B WM DPE DR-11 Directional Drill	3,100	LF	\$ 169.90	\$ 526,690.00	-	\$ -	-	\$ -	-	\$ -	\$ 526,690.00	0.0%
	Total:				\$ 2,067,915.55		\$239,935.01		\$889,635.11		\$ 1,129,570.12	\$ 938,345.43	
	Less: 5% Retainage						\$ 11,996.75		\$ 42,400.91		\$ 54,397.66		
	Total:						\$227,938.26		\$847,234.20		\$ 1,075,172.46		
	Amount Previously Paid						\$227,938.26		\$ -		\$ 227,938.26		
	Amount DueThis Request								\$847,234.20		\$ 847,234.20		

August 23, 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 #6

Dear Mr. Kober:

Enclosed you will find Pay Request #6 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; which was met with pay request #4. This is per Article 6.02.A.1 Progress Payments; Retainage, of Contract Document 00500, Agreement:

Total work completed to date	= \$2,754,528.10
Work completed, Pay Request #6	= \$39,921.45
Total Retainage	= \$67,835.84
Amount due to Contractor, Pay Request #6	= \$39,921.45

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

Sincerely,



Todd Drew
Project Inspector
Gremmer & Associates, Inc.

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

Pay Request #6
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	s	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	% Complete
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	192.40	\$962.00	77.00	\$385.00		\$0.00	289	\$1,447.00	30%
100-03	Removing Concrete Sidewalk and Driveways	SY	1,205		\$5.00	\$6,025.00	13.34	\$66.70	28.43	\$142.15	22.89	\$114.45	156.91	\$784.55	248.00	\$1,240.00		\$0.00	470	\$2,347.85	39%
100-04	Base Aggregate Dense 1 1/4-Inch	TON	1,875		\$15.80	\$29,625.00		\$0.00		\$0.00	26.70	\$421.86		\$0.00	1191.90	\$18,832.02		\$0.00	1219	\$19,253.88	65%
100-05	Base Aggregate Open-Graded	TON	1,130		\$23.00	\$25,990.00		\$0.00		\$0.00		\$0.00		\$0.00	590.77	\$13,587.71		\$0.00	591	\$13,587.71	52%
100-06	Concrete Driveway 6-Inch	SY	505		\$75.65	\$38,203.25		\$0.00		\$0.00		\$0.00		\$0.00	289.01	\$21,863.61		\$0.00	289	\$21,863.61	57%
100-07	Concrete Driveway 8-Inch	SY	80		\$77.00	\$6,160.00		\$0.00		\$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	326.00	\$2,934.00		\$0.00	326	\$2,934.00	62%
100-09	HMA Pavement 3 MT 58-28 S	TON	1,110		\$275.00	\$305,250.00		\$0.00		\$0.00		\$0.00	169.35	\$46,571.25	820.00	\$225,500.00	53.87	\$14,814.25	1043.22	\$286,885.50	94%
100-10	HMA Pavement 4 MT 58-28 S	TON	67		\$510.00	\$34,170.00		\$0.00		\$0.00		\$0.00		\$0.00	60.00	\$30,600.00	16.89	\$8,613.90	76.89	\$39,213.90	115%
100-11	Asphaltic Surface	TON	17		\$510.00	\$8,670.00		\$0.00		\$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	45.00	\$22,950.00	27.33	\$13,938.30	72.33	\$36,888.30	145%
100-13	Concrete Curb Type D	LF	6		\$48.00	\$288.00		\$0.00		\$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	289.00	\$12,354.75		\$0.00	289	\$12,354.75	30%
100-15	Concrete Sidewalk 5-Inch	SF	5,520		\$8.00	\$44,160.00		\$0.00		\$0.00		\$0.00		\$0.00	1690.55	\$13,524.40		\$0.00	1691	\$13,524.40	31%
100-16	Concrete Steps	SF	30		\$55.00	\$1,650.00		\$0.00		\$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	81.00	\$4,455.00	19.00	\$1,045.00		\$0.00	100	\$5,500.00	50%
100-18	Mobilization	EACH	1		\$35,000.00	\$35,000.00		\$0.00		\$0.00	0.75	\$26,250.00	0.25	\$8,750.00		\$0.00		\$0.00	1	\$35,000.00	100%
100-19	Lawn Restoration	SY	900		\$10.00	\$9,000.00		\$0.00		\$0.00		\$0.00	86.04	\$860.40	1221.60	\$12,216.00	15.00	\$150.00	1323	\$13,226.40	147%
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	66.33	\$165.83	29.33	\$73.33		\$0.00	96	\$239.15	10%
100-22	Marking Line Paint 4-Inch	LF	6,405		\$1.35	\$8,646.75		\$0.00		\$0.00		\$0.00		\$0.00	6514.00	\$8,793.90		\$0.00	6514	\$8,793.90	102%
100-23	Marking Line Paint 8-Inch	LF	225		\$2.55	\$573.75		\$0.00		\$0.00		\$0.00		\$0.00	195.00	\$497.25		\$0.00	195	\$497.25	87%
100-24	Marking Arrow Paint	EACH	5		\$95.00	\$475.00		\$0.00		\$0.00		\$0.00		\$0.00	5.00	\$475.00		\$0.00	5	\$475.00	100%
100-25	Marking Word Paint	EACH	1		\$125.00	\$125.00		\$0.00		\$0.00		\$0.00		\$0.00	1.00	\$125.00		\$0.00	1	\$125.00	100%
100-26	Marking Railroad Crossing Paint	EACH	2		\$450.00	\$900.00		\$0.00		\$0.00		\$0.00		\$0.00	2.00	\$900.00		\$0.00	2	\$900.00	100%
100-27	Marking Stop Line Paint 18-Inch	LF	45		\$5.85	\$263.25		\$0.00		\$0.00		\$0.00		\$0.00	67.00	\$391.95		\$0.00	67	\$391.95	149%
100-28	Marking Diagonal Paint 6-Inch	LF	6		\$2.25	\$13.50		\$0.00		\$0.00		\$0.00		\$0.00	20.00	\$45.00		\$0.00	20	\$45.00	333%
100-29	Marking Crosswalk Paint Transverse Line 6-Inch	LF	205		\$2.25	\$461.25		\$0.00		\$0.00		\$0.00		\$0.00	549.00	\$1,235.25		\$0.00	549	\$1,235.25	268%
100-30	Marking Crosswalk Paint Block Style 24-Inch	LF	25		\$7.75	\$193.75		\$0.00		\$0.00		\$0.00		\$0.00	30.00	\$232.50		\$0.00	30	\$232.50	120%
100-31	Conduit Loop Detector	LF	224		\$16.50	\$3,696.00		\$0.00		\$0.00		\$0.00		\$0.00	224.00	\$3,696.00		\$0.00	224	\$3,696.00	100%
100-32	Loop Detector Wire	LF	800		\$2.35	\$1,880.00		\$0.00		\$0.00		\$0.00		\$0.00	800.00	\$1,880.00		\$0.00	800	\$1,880.00	100%
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	1213.50	\$2,427.00	79.40	\$158.80		\$0.00	7195	\$14,389.00	82%
100-34	Sawing Concrete	LF	2,625		\$3.00	\$7,875.00	25	\$75.00	72	\$216.00	71.00	\$213.00	295.50	\$886.50	218.60	\$655.80		\$0.00	682	\$2,046.30	26%
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		\$0.00	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	0.25	\$6,250.00		\$0.00		\$0.00	1	\$25,000.00	100%
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		\$0.00	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	23.00	\$103,500.00	3.00	\$13,500.00		\$0.00	27	\$121,500.00	100%
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		\$0.00	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	2.00	\$4,000.00		\$0.00		\$0.00	4	\$8,000.00	133%
200-04	Sanitary Sewer PVC 10-Inch, Granular Backfill	LF	232		\$200.00	\$46,400.00		\$0.00	70	\$14,000.00		\$0.00	201.00	\$40,200.00		\$0.00		\$0.00	271	\$54,200.00	117%
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	521.00	\$126,603.00		\$0.00		\$0.00	1071	\$260,253.00	97%
200-06	Sanitary Sewer PVC 10-Inch, Slurry Backfill	LF	39		\$300.00	\$11,700.00		\$0.00		\$0.00		\$0.00	61.00	\$18,300.00		\$0.00		\$0.00	61	\$18,300.00	156%
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	143.00	\$20,735.00		\$0.00		\$0.00	264	\$38,207.50	43%
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	338.00	\$66,586.00		\$0.00		\$0.00	585	\$115,146.50	189%
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	3.00	\$19,500.00		\$0.00		\$0.00	9	\$58,500.00	90%
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	1.00	\$9,518.00		\$0.00		\$0.00	2	\$19,036.00	100%
200-11	Abandon Sanitary Sewer - Jackson Drive	LS	1		\$1,500.00	\$1,500.00		\$0.00		\$0.00		\$0.00	1.00	\$1,500.00		\$0.00		\$0.00	1	\$1,500.00	100%
200-12	Sanitary Sewer Lateral Pipe Bursting	LF	3,000		\$139.00	\$417,000.00		\$0.00		\$0.00	1966.00	\$273,274.00	2230.00	\$309,970.00		\$0.00		\$0.00	4196	\$583,244.00	140%
200-13	Furnish and Install 36" cleanout manhole with casting	EACH	1		\$3,645.00	\$3,645.00		\$0.00		\$0.00		\$0.00	1.00	\$3,645.00		\$0.00		\$0.00	1	\$3,645.00	100%
200-14	Repair existing storm laterals not shown on plan	EACH	6		\$448.00	\$2,688.00		\$0.00													

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

300-17	Water 22.5 Degree Bend 12-Inch	EACH	4	\$1,004.00	\$4,016.00		\$0.00		\$0.00		\$0.00	2.00	\$2,008.00		\$0.00	2	\$2,008.00	50%
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	\$0.00	0%
300-19	HDD Water service connect to main, new curb box	EACH	1	\$4,750.00	\$4,750.00		\$0.00		\$0.00	1.00	\$4,750.00		\$0.00		\$0.00	1	\$4,750.00	100%
300-20	Furnish and Install 1" Curb Stop - if existing one does not function while replacing Curb Box	EACH	6	\$750.00	\$4,500.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00	0%
300-21	Temporary water service on Jackson Drive	LS	1	\$8,000.00	\$8,000.00		\$0.00		\$0.00	1.00	\$8,000.00		\$0.00		\$0.00	1	\$8,000.00	100%
300-22	Extra work involved with repairing the 12" water main near sanitary manhole #1	LS	1	\$7,939.00	\$7,939.00		\$0.00		\$0.00	1.00	\$7,939.00		\$0.00		\$0.00	1	\$7,939.00	100%
300-23	Abandon water service corporation stops not in service	LS	1	\$16,537.50	\$16,537.50		\$0.00		\$0.00		\$0.00	1.00	\$16,537.50		\$0.00	1	\$16,537.50	100%
400-01	WM Repair on Jackson Dr	LS	1	\$6,514.00	\$6,514.00		\$0.00		\$0.00		\$0.00	1.00	\$6,514.00		\$0.00	1	\$6,514.00	100%
400-02	H9 Loads of gravel hauled to DF project	TON	1,078	\$8.00	\$8,624.00		\$0.00		\$0.00		\$0.00	1078.00	\$8,624.00		\$0.00	1078	\$8,624.00	100%
400-03	Dumpsters lined and filled with contaminated	EACH	7	\$450.00	\$3,150.00		\$0.00		\$0.00		\$0.00	7.00	\$3,150.00		\$0.00	7	\$3,150.00	100%
400-04	Sanitary MH 10.1 turned over to VOJ	LS	1	\$2,405.00	\$2,405.00		\$0.00		\$0.00		\$0.00		\$0.00	1.00	\$2,405.00	1	\$2,405.00	100%
TOTAL					\$2,871,315.50		\$121,881.70		\$168,376.35		\$922,473.31		\$961,609.53		\$540,265.76		\$39,921.45	95.93%

Advance original bid #

\$2,713,433.75

Difference / Increase of

\$157,881.75

Work completed, previous estimate

\$540,265.76

Work completed, this estimate

\$39,921.45

Total work completed

\$2,754,528.10

Retainage, this estimate

\$0.00

Total retainage, previous estimates

\$67,835.84

Total retainage

\$67,835.84

Amount due to contractor, this estimate

\$39,921.45

\$39,921.45 Retainage Est #1

\$5,218,798.14 Retainage Est #2

\$46,123.67 Retainage Est #3

\$0.00 Retainage Est #4

Max retainage to hold =
Based off original bid price

Contractor's Application for Payment No. 6

	Application Date: 8/22/2023	Application Period: 6/22/23 - 8/22/23
To (Owner): Village of Jackson	From (Contractor): ADVANCE CONSTRUCTION, INC.	Via (Engineer): Gremmer & Associates, Inc.
Contact:	Contact: Paul Kultgen	Contact: Todd Drew
Project: STH 60 Utility Upgrades	Address: 241 Woodale Avenue Green Bay, WI 54313	Address: 93 S. Pioneer Rd, Fond du Lac, WI 54935
Owner's Project No.:	Contractor's Project No.:	Engineer's Project No.:

Change Order Summary

Approved Change Orders			
Number	Additions	Deductions (Enter as Positive Number)	
			1. ORIGINAL CONTRACT PRICE \$ 2,713,433.75
			2. Net change by Change Orders \$
			3. CURRENT CONTRACT PRICE (Line 1 + Line 2) \$ 2,713,433.75
			4. TOTAL COMPLETED & STORED TO DATE
			(Column L Total on Progress Estimates) \$ 2,754,528.10
			5. RETAINAGE:
			a. 5% X \$1,356,716.88 Work Completed \$ 67,835.84
			b. 5% x Stored Materials \$
			6. RETAINAGE REDUCTION TO DATE (Enter as Positive Number) . \$ 67,835.84
			7. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5a. + Line 7) \$ 2,686,692.26
			8. LESS PREVIOUS PAYMENTS (Line 6 from Prior Application) \$ 2,646,770.81
			9. AMOUNT DUE THIS APPLICATION 39,921.45
TOTALS			
NET CHANGE BY CHANGE ORDERS			

Contractor's Certification The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title to all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner per Article 15 of the General Conditions; and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.	By: Paul Kultgen Date: 8.22.23
--	--

	\$ 39,921.45
Payment of:	(Line 8 or other - attach explanation of the other amount)
Recommended by:	(Thomas J. Holtan, Town DPW/ENG) (Date)
Payment of:	\$ (Line 8 or other - attach explanation of the other amount)
Approved by:	(Daniel W. Hein, Town Chair) (Date)

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

6

For (Project): ST 60								Application Date: 8/22/2023				
Application Period: 6/21/23 - 8/22/23												
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 (\$)		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	289.40	\$1,447.00				289.40	\$1,447.00
100-03	Removing Concrete Sidewalk and Driveways	SY	1205	5.00	6,025.00	469.57	\$2,347.85				469.57	\$2,347.85
100-04	Base Aggregate Dense 1 1/4-inch	TON	1875	15.80	29,625.00	1,218.60	\$19,253.88				1,218.60	\$19,253.88
100-05	Base Aggregate Open-Graded	TON	1130	23.00	25,990.00	590.77	\$13,587.71				590.77	\$13,587.71
100-06	Concrete Driveway 6-inch	SY	505	75.65	38,203.25	289.01	\$21,863.61				289.01	\$21,863.61
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	326.00	\$2,934.00				326.00	\$2,934.00
100-09	HMA Pavement 3 MT 58-28 S	TON	1110	275.00	305,250.00	989.35	\$272,071.25	53.87	\$14,814.25		1,043.22	\$286,885.50
100-10	HMA Pavement 4 MT 58-28 S	TON	67	510.00	34,170.00	60.00	\$30,600.00	16.89	\$8,613.90		76.89	\$39,213.90
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	45.00	\$22,950.00	27.33	\$13,938.30		72.33	\$36,888.30
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	289.00	\$12,354.75				289.00	\$12,354.75
100-15	Concrete Sidewalk 5-inch	SF	5520	8.00	44,160.00	1,690.55	\$13,524.40				1,690.55	\$13,524.40
100-16	Concrete Steps	SF	30	55.00	1,650.00							

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

6

For (Project): ST 60								Application Date: 8/22/2023				
Application Period: 6/21/23 - 8/22/23												
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 (\$)		Estimated Quantity Installed	Value of Work Installed (\$)
100-17	Pipe Underdrain Wrppped 4-inch	LF	200	55.00	11,000.00	100.00	\$5,500.00				100.00	\$5,500.00
100-18	Moblization	EA	1	35,000.00	35,000.00	1.00	\$35,000.00				1.00	\$35,000.00
100-19	Lawn Restoration	SY	900	10.00	9,000.00	1,307.64	\$13,076.40	15.00	\$150.00		1,322.64	\$13,226.40
100-20	Inlet Protection Type C	EA	35	55.00	1,925.00	42.00	\$2,310.00				42.00	\$2,310.00
100-21	Geotextile Type SAS	SY	945	2.50	2,362.50	95.66	\$239.15				95.66	\$239.15
100-22	Marking Line Pain 4-inch	LF	6405	1.35	8,646.75	6,514.00	\$8,793.90				6,514.00	\$8,793.90
100-23	Marking Line Pain 8-inch	LF	225	2.55	573.75	195.00	\$497.25				195.00	\$497.25
100-24	arking Arrow Paint	EA	5	95.00	475.00	5.00	\$475.00				5.00	\$475.00
100-25	Marking Word Paint	EA	1	125.00	125.00	1.00	\$125.00				1.00	\$125.00
100-26	Marking Railroad Crossing Paint	EA	2	450.00	900.00	2.00	\$900.00				2.00	\$900.00
100-27	Marking Stop Line Paint 18-inch	LF	45	5.85	263.25	67.00	\$391.95				67.00	\$391.95
100-28	Marking Diagonal Paint 6-inch	LF	6	2.25	13.50	20.00	\$45.00				20.00	\$45.00
100-29	Marking Crosswalk Paint Transverse Line 6-inch	LF	205	2.25	461.25	549.00	\$1,235.25				549.00	\$1,235.25
100-30	Marking Crosswalk Paint Block Style 24-inch	LF	25	7.75	193.75	30.00	\$232.50				30.00	\$232.50
100-31	Conduit Loop Detector	LF	224	16.50	3,696.00	224.00	\$3,696.00				224.00	\$3,696.00
100-32	Loop Detector Wire	LF	800	2.35	1,880.00	800.00	\$1,880.00				800.00	\$1,880.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

6

For (Project): ST 60								Application Date: 8/22/2023				
Application Period: 6/21/23 - 8/22/23												
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	7,194.50	\$14,389.00				7,194.50	\$14,389.00
100-34	Sawing Concrete	LF	2625	3.00	7,875.00	682.10	\$2,046.30				682.10	\$2,046.30
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	1.00	\$25,000.00				1.00	\$25,000.00
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	27.00	\$121,500.00				27.00	\$121,500.00
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	4.00	\$8,000.00				4.00	\$8,000.00
200-04	Sanitary Sewer PVC 10-inch, Granular Backfill	LF	232	200.00	46,400.00	271.00	\$54,200.00				271.00	\$54,200.00
200-05	Sanitary Sewer PVC 8-inch, Slurry Backfill	LF	1,099	243.00	267,057.00	1,071.00	\$260,253.00				1,071.00	\$260,253.00
200-06	Sanitary Sewer PVC 10-inch, Slurry Backfill	LF	39	300.00	11,700.00	61.00	\$18,300.00				61.00	\$18,300.00
200-07	Sanitary Sewer PVC 12-inch, Slurry Backfill	LF	1402	325.00	455,650.00	1,337.00	\$434,525.00				1,337.00	\$434,525.00
200-07	Sanitary Sewer Lateral 6-inch, Granular Backfill	LF	615	145.00	89,175.00	263.50	\$38,207.50				263.50	\$38,207.50
200-08	Sanitary Sewer Lateral 6-inch, Slurry Backfill	LF	310	197.00	61,070.00	584.50	\$115,146.50				584.50	\$115,146.50
200-09	Sanitary Manholes 4-Ft Diameter with Casting	EA	10	6,500.00	65,000.00	9.00	\$58,500.00				9.00	\$58,500.00
200-10	Sanitary Outside Deep Manholes 4-FT Diameter with Casting	EA	2	9,518.00	19,036.00	2.00	\$19,036.00				2.00	\$19,036.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

6

For (Project): ST 60								Application Date: 8/22/2023				
Application Period: 6/21/23 - 8/22/23												
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 (\$)		Estimated Quantity Installed	Value of Work Installed (\$)
200-11	Abandon Sanitary Sewer - Jackson Drive	LS	1	1,500.00	1,500.00	1.00	\$1,500.00				1.00	\$1,500.00
200-12	Sanitary Sewer Lateral Pipe Bursting	LF	3000	139.00	417,000.00	4,196.00	\$583,244.00				4,196.00	\$583,244.00
200-13	Funish and install 36" cleanout manhole with casting	LS	1	3,645.00	3,645.00	1.00	\$3,645.00				1.00	\$3,645.00
200-14	Repair Existing Storm Laterals not shown on plan	EA	6	448.00	2,688.00	14.00	\$6,272.00				14.00	\$6,272.00
300-01	Removing Hydrant	EA	2	1,100.00	2,200.00	2.00	\$2,200.00				2.00	\$2,200.00
300-02	Connect to Existing Water Valve	EA	2	2,500.00	5,000.00	1.00	\$2,500.00				1.00	\$2,500.00
300-03	Connect to Existing Water Main Pipe	EA	3	3,850.00	11,550.00	2.00	\$7,700.00				2.00	\$7,700.00
300-04	Remove and Replace Water Serice Curb Box	EA	100	2,800.00	280,000.00	85.00	\$238,000.00				85.00	\$238,000.00
300-05	Water Main PVC 6-inch, Slurry Backfill	LF	45	315.00	14,175.00	13.00	\$4,095.00				13.00	\$4,095.00
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	108.00	\$16,200.00				108.00	\$16,200.00
300-08	Water Service Pipe 1 1/4-inch, Slurry Backfill	LF	88	200.00	17,600.00	155.00	\$31,000.00				155.00	\$31,000.00
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	6.00	\$8,400.00				6.00	\$8,400.00
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	1.00	\$500.00				1.00	\$500.00
300-12	Water 90 Degree Bend 6-inch	EA	3	530.00	1,590.00	1.00	\$530.00				1.00	\$530.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

6

For (Project): ST 60								Application Date: 8/22/2023				
Application Period: 6/21/23 - 8/22/23												
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 (\$)		Estimated Quantity Installed	Value of Work Installed (\$)
300-13	Hydrant	EA	2	9,000.00	18,000.00	2.00	\$18,000.00				2.00	\$18,000.00
300-14	Temporary Blow off 2-inch	EA	1	506.00	506.00	1.00	\$506.00				1.00	\$506.00
300-15	Connect to Existing Water Main lpe with 12-inch Gate Valve	EA	1	4,480.00	4,480.00	1.00	\$4,480.00				1.00	\$4,480.00
300-16	Water Main DI 12-incch with flurocarbon Gaskets, Granular Backfill	LF	247	291.00	71,877.00	247.00	\$71,877.00				247.00	\$71,877.00
300-17	Water 22.5 Degree Bend 12-inch	EA	4	1,004.00	4,016.00	2.00	\$2,008.00				2.00	\$2,008.00
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	1.00	\$4,750.00				1.00	\$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	1.00	\$8,000.00				1.00	\$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	Abarndon water service corporation stops not in service	LS	1	16,537.50	16,537.50	1.00	\$16,537.50				1.00	\$16,537.50
400-01	WM Repair on Jackson	LS	1	6,514.00	6,514.00	1.00	\$6,514.00				1.00	\$6,514.00
400-02	49 Loads of Gravel hauled to DF project	TON	1078	8.00	8,624.00	1,078.00	\$8,624.00				1,078.00	\$8,624.00
400-03	Dumpsters lined and filled with contaminated	EA	7	450.00	3,150.00	7.00	\$3,150.00				7.00	\$3,150.00
400-04	Sanitry MH 10.1 turned over to VOJ	LS	1	2,405.00	2,405.00			1.00	\$2,405.00		1.00	\$2,405.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

6

For (Project): ST 60								Application Date: 8/22/2023					
Application Period: 6/21/23 - 8/22/23													
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 (\$)
TOTAL BID ITEMS						\$2,871,315.50		\$2,714,606.65		\$39,921.45			\$2,754,528.10

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: August 17, 2023

Agenda Item: Item #4

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

From: Collin Johnson, Director of Inspections & Zoning

Subject: Conditional Use Request – Request to Exceed the Maximum Number of Dogs per residence – N170 W20225 Hunters Road – Krystal Colburn

Background and Analysis:

The property owners are requesting approval to keep a third dog on their property. They currently own three dogs: *Clarence, Australian Shepard*, (2y 3m old), male, neutered; *Nodder, Australian Shepard*, (2y 5m old), male, neutered; *Chester, Australian Shepard Mix*, (2y 4m old), male, neutered.

Ordinance Section 6-53 requires all dogs and cats to be licensed and Ordinance Section 6-54 regulates the number of dogs and cats that may be licensed for any one residence as outlined below:

Sec. 6-53. Dog and cat licenses.

(a) Required; fees. It shall be unlawful for any person in the village to own, harbor, or keep any cat or dog more than five months of age that has not been licensed by the village. License fees shall be as provided in the village fee schedule.

(b) Seizure of animals in violation. Police officers are authorized to capture and restrain any dog or cat running at large and any untagged dog, and to transfer the animal to the custody of the county humane society. This does not preclude the immediate killing of a dog for the protection of other animals and persons as authorized in this chapter.

Sec. 6-54. Maximum number of cats and dogs per residence.

No more than two dogs and two cats may be licensed for any one residence. Exceptions may be requested by application to the plan commission and village board for a conditional use permit or PUD amendment.

Comprehensive Plan & Zoning Impacts:

None

Site Plan:

See attached location map.

Additional Staff Comments:

Jackson PD review is forthcoming.

Review Procedures:

The Plan Commission is advisory; and the Village Board makes the final decision following a Public Hearing.

Notice Requirements:

- Posting on the agenda
- Notification of all contiguous property owners.
- Class II Legal Notice

Potential Action:

Motion to recommend the Village Board approve/deny the Conditional Use Permit for N170 W20225 Hunters Road. If approved, it shall be subject to the following conditions:

1. No additional animals may be kept upon the property.
2. The dogs shall be vaccinated and licensed annually with the Village.
3. The Conditional Use Permit shall expire at any such time any one of the current dogs passes away or no longer resides at the property.
4. No similar Conditional Use Permits shall be granted to the owners in the future.
5. Upon receipt of a written complaint and review by the Plan Commission, this Conditional Use Permit may be subject to additional regulation and/or potential revocation by the Village.

Attachments:

1. Application
2. Location Map

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: N170 W20225 Hunters Rd Unit: _____ Jackson, WI

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

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

APPLICANT INFORMATION

Name(s): Krystal Colburn

Mailing Address: N170 W20225 Hunters Rd State WI Zip 53037

Office: (____) _____ Cell: (962) 689-7209 Fax: (____) _____

Email: Krystal.harmory13@gmail.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): SELF

Address: _____ State _____ Zip _____

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

Email: _____

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: _____

Primary Contact: _____

Address: _____ State _____ Zip _____

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

Email: _____

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

Briefly explain what you are requesting to be reviewed and/or approved: Requesting to have 2 dogs
allowed at my residence as I already had 3 dogs when I purchased
a house here in jackson

Provide a brief overview of proposed use(s) of entire property and/or lease space: _____

Hours of Operation: _____

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.: _____

Describe all businesses, properties and other entities located adjacent to the proposed use: only homes
surrounding my house

Describe any proposed, development, on-site improvements, or other construction/remodeling activities: _____

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

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

Describe any proposed on-site security measures including site lighting: _____

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

Describe the projected traffic circulation and impacts: _____

List all setbacks from rights-of-way and property lines and height limitations: _____

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

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

Describe any proposed signage including type, size, and location: _____

If construction is proposed, describe proposed exterior building materials (type, color, etc.): _____

Describe any site-specific features/constraints, etc.: _____

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____

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

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____

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): Krystal Colburn
Applicant Signature: Krystal Colburn
Co-Applicant Name (Print): _____
CO-Applicant Signature: _____
Date of Application: 7-17-23

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 x810
Email: collin.johnson@villageofjacksonwi.gov

TERMS OF THIS PERMIT

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

VILLAGE APPROVAL:

☐ TEMPORARY Expiration Date: _____, 20____

Plan Commission Approval: Meeting Date: _____, 20____

Village Board Approval: Meeting Date: _____, 20____

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

Approved by: Village Administrator

Conditions and Duration of Approval:

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

Conditions of Approval: _____

APPLICATION DENIED: Date: _____, 20____

Staff Initials: _____

Reason for Denial: _____

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

Date Received: 7-19-23

Amount: \$ 175.00

Payment Type: CH / CC / CASH

Check/Rcpt. #: 168

Received By: [Signature]

VILLAGE OF JACKSON

N168W19851 MAIN ST
JACKSON, WI 53037

Receipt Nbr: 272700
Date: 7/19/2023
Check

RECEIVED FROM COLBURN, KRYSTAL \$195.00

Type of Payment	Description	Amount
Accounting	Account Nbr: 100-00-45730-000-000	175.00
	PLANNING / ZONING FEES	
	PLAN COMM APP FEE / K COLBURN/ CK #168	
	Account Nbr: 100-00-43320-000-000	20.00
	DOG LICENSE	
	DOG TAGS #7731 & 7732 / COLBURN/ CK #168	

TOTAL RECEIVED 195.00

Receipt Memo: DOG TAGS #7731 & 7732 & PC APP/ CK #168



L

Taking the lead in Washington County.

APPLICATION FOR DOG LICENSE

Dog Licenses are due January 1. All dogs over the age of 5 months must be licensed annually. If your dog is not licensed by April 1, a \$10.00 late penalty (per dog) will be added to the regular license fees. In addition, a citation could be issued to you by the Police Department for failure to license your pet. Proof of rabies vaccine showing the name of the veterinarian, vaccination manufacturer, vaccination serial number and vaccination expiration date is required before a license can be issued, per state statutes.

Please make checks payable to the VILLAGE OF JACKSON.

Dog License No. 7731
Leave blank

Date 7 / 19 / 2023

Name-Owner/Keeper

of Dog Calburn Krystal Phone 262-689-7209
Last First

Address N170 W20225 Hunters Rd Jackson WI 53037

Email Address Krystalharmony13@yahoo.com

Name of Dog Clarence Color White w/spots Breed Australian Shepherd

State law requires proof of updated rabies shot before a license can be issued. A copy of the rabies certificate is required with this application.

☐ Male \$15.00 ☐ Female \$15.00
☒ Neutered \$10.00 ☐ Spayed \$10.00
☐ Late Fee \$10.00, After March 31st

Vet's Name: _____

OWNER'S SIGNATURE: Krystal H. Sluy

A license may be purchased at the Jackson Municipal Complex in the Administration Office, by mail or by placing the application and rabies certificate in the drop box located at N168W19851 Main Street.

(If mailing or placing in the drop box, please provide a self-addressed stamped envelope.)

RETURN TO THE VILLAGE OF JACKSON CLERK

Please fill out and return if applicable:

Due to the disposition checked below, a dog license is not required by listed owner, for the dog described below, because: () Deceased () Sold or Given to:

Name-Owner/Keeper

of Dog _____ Phone _____
Last First

Address _____

Name of Dog _____ Color _____ Breed _____

SIGNATURE: _____

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

www.villageofjacksonwi.gov

Hilltop Veterinary Services

N1101 COUNTY ROAD HH
KEWASKUM, Wisconsin 53040
(262)808-3638 -

Rabies Certificate

17-Aug 2022

Client ID: 665

Patient ID: 1053

Client Name: Krystal Colburn

Patient Name: Clarence

Address:

Species: Canine

West Bend, Wisconsin 53095

Breed: Shepherd, Australian

Sex: Neutered Male

Color: Mearle

Phone: 262-689-7209 // 262-689-7209

Birthday: 2021-05-06

Weight:

Tag Number:

2022-851

Vaccination Date:

2022-08-17 16:33:49

Vaccination Expires:

17-Aug 2025



L

Taking the lead in Washington County.

APPLICATION FOR DOG LICENSE

Dog Licenses are due January 1. All dogs over the age of 5 months must be licensed annually. If your dog is not licensed by April 1, a \$10.00 late penalty (per dog) will be added to the regular license fees. In addition, a citation could be issued to you by the Police Department for failure to license your pet. Proof of rabies vaccine showing the name of the veterinarian, vaccination manufacturer, vaccination serial number and vaccination expiration date is required before a license can be issued, per state statutes.

Please make checks payable to the VILLAGE OF JACKSON.

Dog License No. 7732 Date 7/19/2023
Leave blank

Name-Owner/Keeper
of Dog Colburn Krystal Phone 262-689-7209
Last First

Address N170 W20225 Hunters Rd Jackson WI 53037

Email Address Krystal.hernandez13@yahoo.com

Name of Dog Nodder Color tri-color Breed Australian shepherd

State law requires proof of updated rabies shot before a license can be issued. A copy of the rabies certificate is required with this application.

☐ Male \$15.00 ☐ Female \$15.00
☒ Neutered \$10.00 ☐ Spayed \$10.00
☐ Late Fee \$10.00, After March 31st

Vet's Name: _____

OWNER'S SIGNATURE: Krystal Hernandez

A license may be purchased at the Jackson Municipal Complex in the Administration Office, by mail or by placing the application and rabies certificate in the drop box located at N168W19851 Main Street.

(If mailing or placing in the drop box, please provide a self-addressed stamped envelope.)

RETURN TO THE VILLAGE OF JACKSON CLERK

Please fill out and return if applicable:

Due to the disposition checked below, a dog license is not required by listed owner, for the dog described below, because: () Deceased () Sold or Given to:

Name-Owner/Keeper
of Dog _____ Phone _____
Last First

Address _____

Name of Dog _____ Color _____ Breed _____

SIGNATURE: _____

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

www.villageofjacksonwi.gov

Hilltop Veterinary Services

N1101 COUNTY ROAD HH
KEWASKUM Wisconsin 53040
(262)808-3638 -

Rabies Certificate

17-Aug 2022

Client ID: 665

Patient ID: 1052

Client Name: Krystal Colburn

Patient Name: Nodder

Address:

Species: Canine

Breed: Shepherd, Australian

West Bend, Wisconsin 53095

Sex: Neutered Male

Color: Mearle

Phone: 262-689-7209 / / 262-689-7209

Birthday: 2021-03-24

Weight:

Tag Number:

2022-852

Vaccination Date:

2022-08-17 16:45:51

Vaccination Expires:

17-Aug 2025



NL

Taking the lead in Washington County.

APPLICATION FOR DOG LICENSE

Dog Licenses are due January 1. All dogs over the age of 5 months must be licensed annually. If your dog is not licensed by April 1, a \$10.00 late penalty (per dog) will be added to the regular license fees. In addition, a citation could be issued to you by the Police Department for failure to license your pet. Proof of rabies vaccine showing the name of the veterinarian, vaccination manufacturer, vaccination serial number and vaccination expiration date is required before a license can be issued, per state statutes.

Please make checks payable to the VILLAGE OF JACKSON.

Dog License No. _____ Date ____/____/20____
Leave blank

Name-Owner/Keeper
of Dog Colburn Krystal Phone 262-689-7209
Last First

Address N170 W20225 Hunters Rd Jackson WI 53037

Email Address Krystal.harmay13@yahoo.com

Name of Dog Chester Color black/brown Breed mix (mostly Shepherd)

State law requires proof of updated rabies shot before a license can be issued. A copy of the rabies certificate is required with this application.

☐ Male \$15.00	☐ Female \$15.00
☒ Neutered \$10.00	☐ Spayed \$10.00
☐ Late Fee \$10.00, After March 31st	

Vet's Name: _____

OWNER'S SIGNATURE: Krystal H. Harmay

A license may be purchased at the Jackson Municipal Complex in the Administration Office, by mail or by placing the application and rabies certificate in the drop box located at N168W19851 Main Street.

(If mailing or placing in the drop box, please provide a self-addressed stamped envelope.)

RETURN TO THE VILLAGE OF JACKSON CLERK

Please fill out and return if applicable:

Due to the disposition checked below, a dog license is not required by listed owner, for the dog described below, because: () Deceased () Sold or Given to:

Name-Owner/Keeper
of Dog _____ Phone _____
Last First

Address _____

Name of Dog _____ Color _____ Breed _____

SIGNATURE: _____

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

www.villageofjacksonwi.gov

Hilltop Veterinary Services

N1101 COUNTY ROAD HH
KEWASKUM, Wisconsin 53040
(262)808-3636 -

Rabies Certificate

13-Jan 2023

Client ID: 665

Patient ID: 4033

Client Name: Krystal Colburn

Patient Name: Chester

Address:

Species: Canine

West Bend, Wisconsin 53095

Breed: Shepherd, Australian Mix

Sex: Neutered Male

Color: Tri

Phone: 262-689-7209 // 262-689-7209

Birthday: 2021-04-17

Weight:

Tag Number:

2023-204

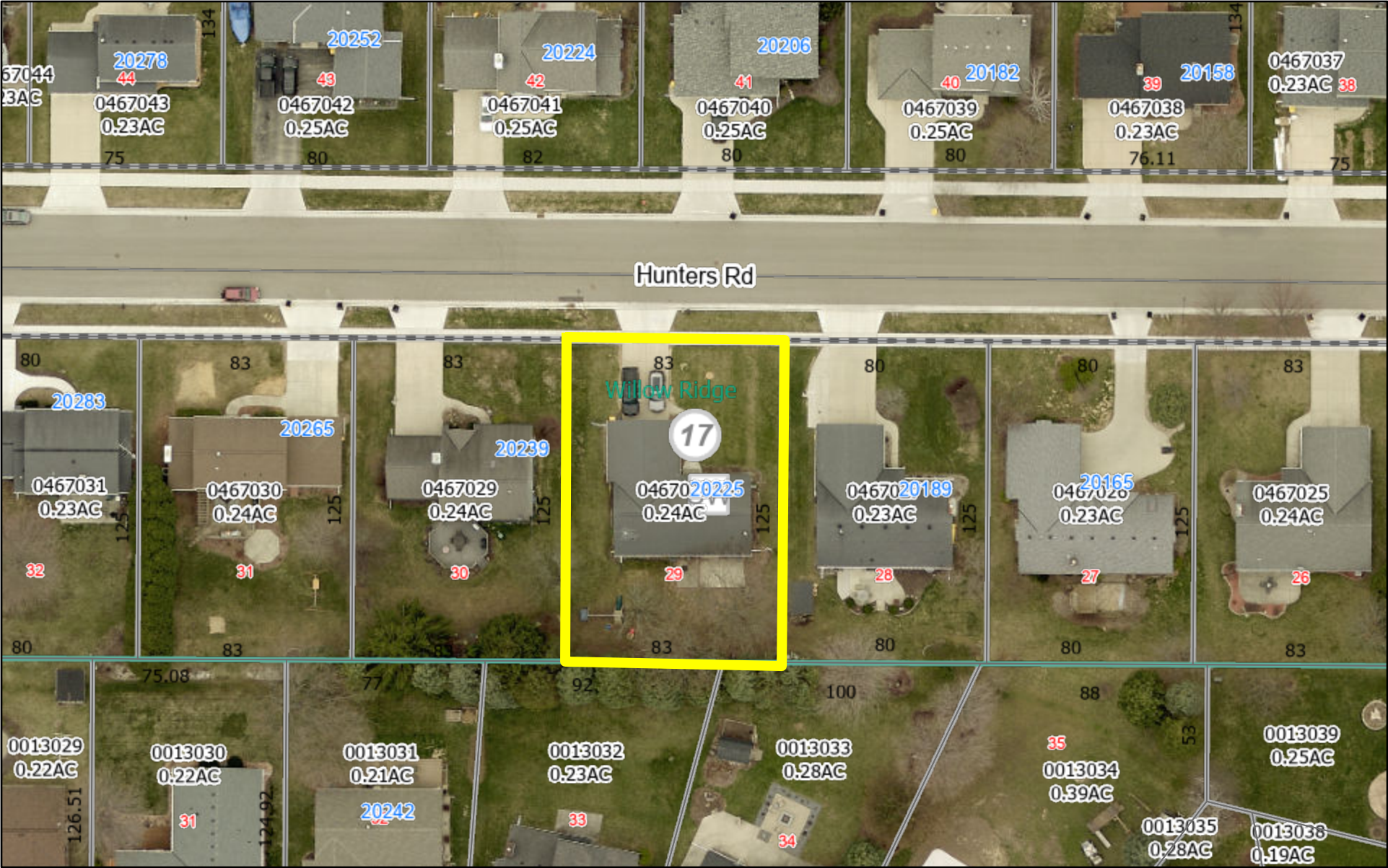
Vaccination Date:

2023-01-13 16:06:34

Vaccination Expires:

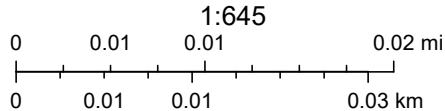
13-Jan 2026

N170 W20225 Hunters Road



7/19/2023, 4:00:26 PM

- Override 1
- Current Parcel
- Address Point
- Lot Number
- Subdivision Name
- Parcel Taxkey & Acreage
- PLSS Section
- PLSS Quarter
- Lot
- Plat
- Assessor Plat; Cemetery Plat; Subdivision
- Right-of-Way
- Municipality
- Local Road Labels
- City/Village Street



STAFF MEMO

Village of Jackson Plan Commission

Meeting Date: August 17, 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: Conditional Use Request – U-Haul Dealership – N168 W20069 Main Street
– Frank and Nicki Derenne

Background and Analysis:

The property owners are requesting approval to operate a U-Haul dealership at the property described as N168 W20069 Main Street. Operation of the dealership includes on-site outdoor storage and rental equipment and vehicles such as box trucks, cargo vans, pick-up trucks, utility trailers, car haulers and similar equipment. Additional retail items include packing and moving supplies and equipment such as cardboard boxes, tapes, storage bags, utility and appliance dolly's, etc. A previous U-Haul dealership operated at the same location from 2018 to 2022. At that time, the Village approved the PUD Amendment contingent upon the following:

1. All service/repair work to vehicles, trailers, and other equipment was to be performed off-site.
2. Vehicles, trailers, and other equipment was to be stored in a neat and orderly fashion. Parking or storage on grass/lawn areas is to be prohibited. Parking areas for vehicles and equipment shall be striped.
3. A maximum of seven vehicles and trailers were permitted to be parked in the designated area along the east side of the parking lot with overflow parking permitted at the rear of the building until such a time they can be relocated to other dealerships.
4. Emergency vehicle access to the rear of the property was to be maintained at all times.

Abutting properties include Coffeville to the west, and vacant Village owned property to the east. There are no directly abutting properties to the south. Additionally, the owner has been advised that the two dead trees located along the east side of the property need to be removed.

Comprehensive Plan & Zoning Impacts:

The subject property is listed as General Commercial under the Village Comprehensive Plan. The property is zoned Planned Unit Development. The proposed use is consistent with both.

Site Plan:

See attached location map.

Additional Staff Comments:

None

Review Procedures:

The Plan Commission is advisory; and the Village Board makes the final decision following a Public Hearing

Notice Requirements:

- Posting on the agenda
- Notification of all contiguous property owners.
- Class II Legal Notice

Potential Action:

Motion to recommend the Village Board approve/deny the Conditional Use Request to allow for the operation of a U-Haul dealership at N168 W20069 Main Street. If approved, it shall be subject to the following conditions:

1. All major service/repair work to vehicles, trailers, and other equipment is to be performed off-site. This also includes installation of trailer hitches, vehicle wiring, and similar services associated with a U-Haul Dealership. Applicant may apply for additional use approval for such services should they want to offer them in the future.
2. Vehicles, trailers, and other equipment are to be stored in a neat and orderly fashion upon gravel or paved surfaces only. Parking or storage on grass/lawn is strictly prohibited. Parking areas for vehicles and equipment shall be striped.
3. A maximum of _____ (Plan Commission to establish) vehicles and/or trailers are permitted to be parked in the designated area along the east side of the parking lot. Overflow parking shall be permitted at the rear of the building on gravel or paved surfaces only until such a time they are rented or can be relocated to other dealerships. At no time shall there be more than _____ (Plan Commission to establish) vehicles, trailers, or equipment stored onsite.
4. Retail items such as hand trucks, cardboard boxes, and other moving supplies/equipment shall be kept indoors.
5. Maintain emergency vehicle access to the rear of the property at all times.
6. All signage shall be submitted for review and approval in accordance with the Village Sign Code.
7. Upon receipt of a written complaint and review by the Plan Commission, this Conditional Use Approval may be subject to additional regulation and/or potential revocation by the Village.

Attachments:

1. PC Application
2. Location Map
3. U-Haul Dealer Brochure

Village of Jackson
PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

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

Property Address: 1108 W 200th Main St. Unit: 3 Jackson, WI

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

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

APPLICANT INFORMATION

Name(s): Frank + Nicki Derenne

Mailing Address: 1108 W 200th Main St State WI Zip 53037

Office: (____) _____ Cell: (262) 573-1198 Fax: (____) _____

Email: nicki @mstreetmarket.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): MC Flitsch Enterprise, LLC

Address: 4059 Mary Ln, Cedarburg State WI Zip 53012

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

Email: mflitsch99@gmail.com

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: N/A

Primary Contact: _____

Address: _____ State _____ Zip _____

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

Email: _____

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

Briefly explain what you are requesting to be reviewed and/or approved: Have / Rent Uhaul Trucks / trailers out of the parking lot

Provide a brief overview of proposed use(s) of entire property and/or lease space: Would be Parking trucks along the east side of Parking lot

Hours of Operation: Whenever there is a reservation

Provide a brief overview of proposed daily on-site operations: Customer comes to get a truck, drives off, brings it back and checks it in after it is parked.

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.: Trucks / trailers pulling in/out. No speakers in trucks, they are not any louder than a normal truck. Not diesel.

Describe all businesses, properties and other entities located adjacent to the proposed use: our store, Auto Thirst. Coffeeville is next door to the west.

Describe any proposed, development, on-site improvements or other construction/remodeling activities: Possibly a Parking Sign

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

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

Describe any proposed on-site security measures including site lighting: Lighting was already updated + improved

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): N/A

Describe the projected traffic circulation and impacts: Being only a handful of trucks
the traffic should not be impacted

List all setbacks from rights-of-way and property lines and height limitations: _____

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: Already have
with Main Street Market

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: maybe a Parking / no
Parking sign

If construction is proposed, describe proposed exterior building materials (type, color, etc.): N/A

Describe any site-specific features/constraints, etc.: N/A

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____
Trucks will be parked along the east side of
the lot. other spots already are there

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

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____

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): Frank Derenne
Applicant Signature: Frank Derenne
Co-Applicant Name (Print): Nicki Derenne
CO-Applicant Signature: Nicki Derenne
Date of Application: 7/26/23

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:

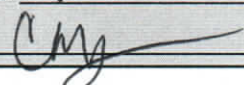
Depending on the request, approvals shall generally be continual or temporary in nature. ALL approvals are subject to the Conditions of Approval outlined below. All conditional or special uses/approvals shall, upon complaint, be subject to review, amendment, or revocation by the Village. Where temporary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

Conditions of Approval: _____

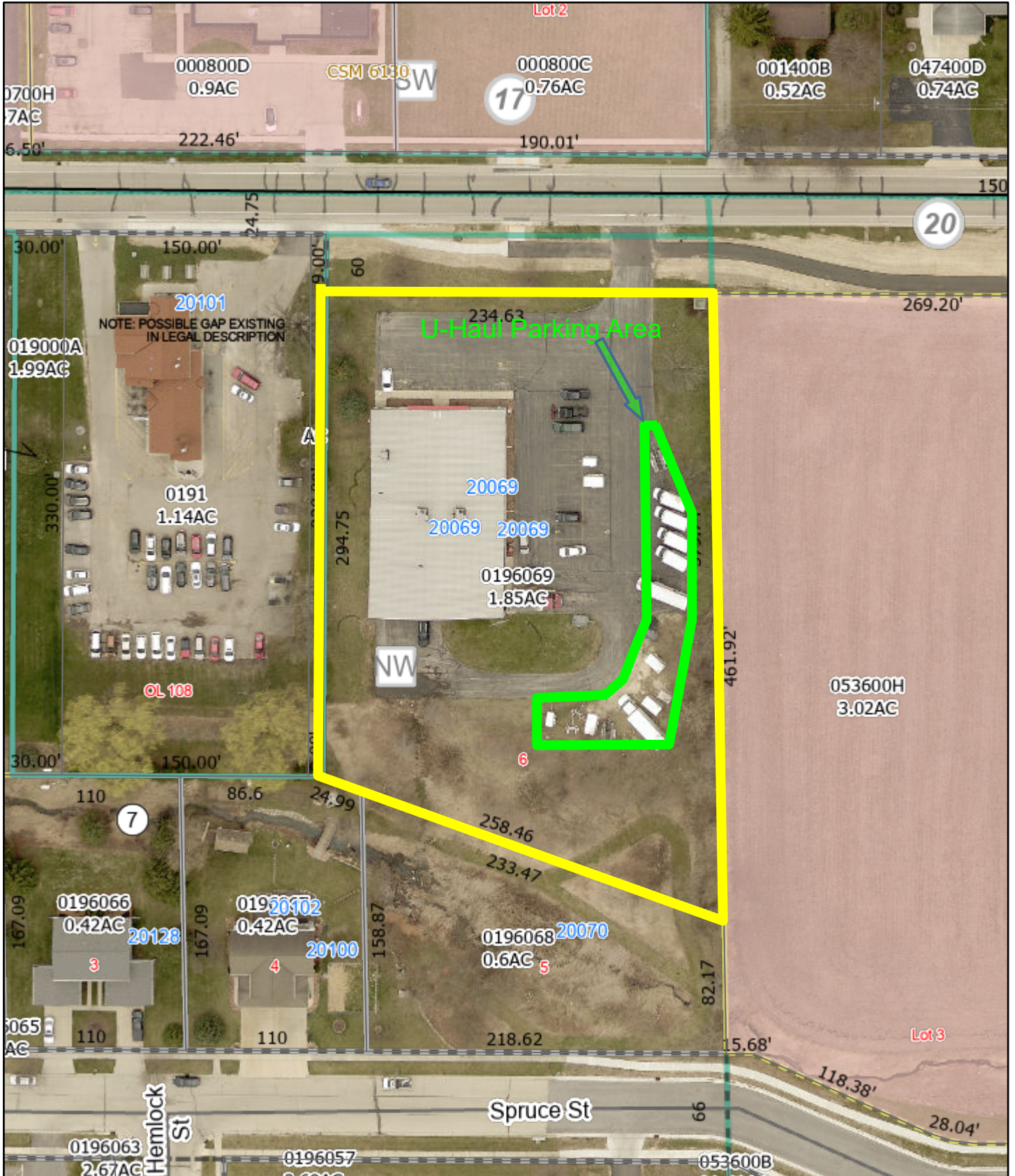
APPLICATION DENIED: Date: _____, 20____

Staff Initials: _____

Reason for Denial: _____

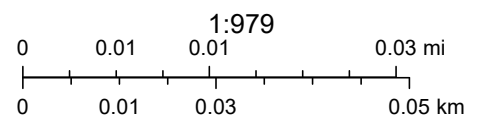
FOR OFFICE USE ONLY	
Acct. #: 100-00-45730-000-00	
Date Received:	7/27/23
Amount: \$	175
Payment Type:	CH / CC / CASH
Check/Rcpt. #:	751
Received By:	

N168 W20069 Main Street

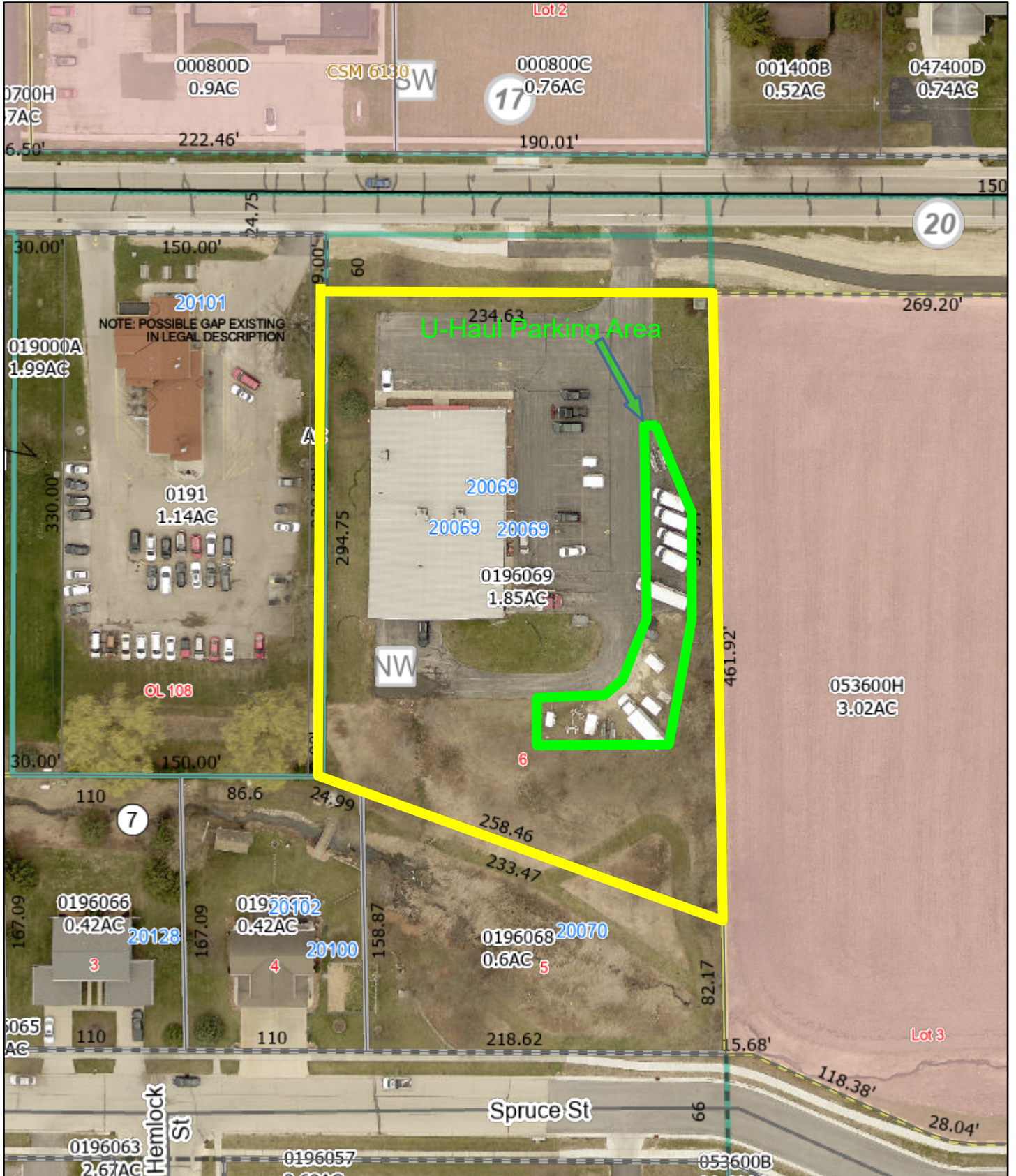


7/28/2023, 3:12:27 PM

- | | | |
|--|--|--|
| <ul style="list-style-type: none"> Override 1 Override 1 Override 2 Current Parcel Road Centerline STH, CTH State Highway Address Point Lot Number | <ul style="list-style-type: none"> Certified Survey Number Subdivision Name Leader Lines Parcel Taxkey & Acreage PLSS Boundary PLSS Section PLSS Quarter Lot | <ul style="list-style-type: none"> Plat Certified Survey Map Assessor Plat; Cemetery Plat; Subdivision Right-of-Way Retired Parcel Municipality Local Road Labels Local Road Landhook |
|--|--|--|

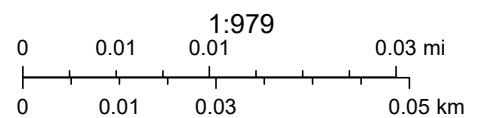


N168 W20069 Main Street



7/28/2023, 3:12:27 PM

- | | | |
|--|--|--|
| <ul style="list-style-type: none"> Override 1 Override 1 Override 2 Current Parcel Road Centerline STH, CTH State Highway Address Point Lot Number | <ul style="list-style-type: none"> Certified Survey Number Subdivision Name Leader Lines Parcel Taxkey & Acreage PLSS Boundary PLSS Section PLSS Quarter Lot | <ul style="list-style-type: none"> Plat Certified Survey Map Assessor Plat; Cemetery Plat; Subdivision Right-of-Way Retired Parcel Municipality Local Road Labels Local Road Landhook |
|--|--|--|





Use our Brand to Build Your Business



**Make Thousands
with No Investment**

uhaul.com/dealer

Make Your Business More Profitable

Becoming a U-Haul® dealer may be the single easiest way for you to make your business more profitable, because no other truck sharing company offers its dealers more: more customers; more commissions; more support; more equipment and accessories.



More Customers

In its more than 70 years of operation, U-Haul® has developed a very strong, highly recognized name among consumers. The U-Haul name alone will attract customers to your business. In addition, your location listed on uhaul.com provides more exposure for your business to potential moving customers than anyone else in the industry.

No Capital Investment

You don't pay a thing to become a U-Haul dealer.* There is no franchise fee. No capital investment. You'll earn extra money simply by putting your unused land and labor to productive use.

More Commissions

U-Haul not only pays the highest commissions in the industry—22% on average—but we pay them on time, every time. Our dealers can count on us, as they have for more than 70 years.

Referral Commissions

When a U-Haul Dealer secures a reservation that is later dispatched by another U-Haul outlet, the reserving dealer will still receive a portion of the rental commission (known as Referral Commission) once the reservation is applied to a rental contract.

Fast Pay

Receiving commissions is quick, easy and automatic with the U-Haul Fast Pay Program®. With Fast Pay, commissions are paid weekly or monthly (your choice), directly into a bank account you designate. No set-up or transaction fees.

Our commission rate** for full time, full line dealers (rents all U-Haul equipment, open 7 days a week) is:

- 
- 35% – of the amount collected for equipment damaged during the rental.
 - 15% – of the first month's storage rent at participating U-Haul Center or Self-Storage Affiliate locations.
 - Get paid for setting trailer hitch appointments.
 - 20% – for U-Haul Truck Share®.
 - 25% – for In-Town® and one-way auto transport and tow dolly rentals.
 - 25% – for one-way trailer and moving rental items.
 - 35% – for In-Town trailer and moving rental items.
 - 60% – for U-Box® container monthly rent.
 - 7.5% – for shipping full container(s) one-way.

*The only expense is your monthly phone bill and web access fee.
(5 S.O.A.R. rentals can get all fees waived-See page 7).

**Commission rates 1% less if open 7 days but only rents trucks or rents all equipment but only open 6 days per week. Rates 2% less if only rents trucks and open 6 days a week.



Top-Notch Equipment; Variety of Moving Rental and Sales Items

The Best Equipment in the Business for the Self-Mover

Only U-Haul® moving vans are designed specifically with the self-mover in mind and offer such customer pleasing features as Low Decks™, EZ-Load Ramps®, Gentle-Ride Suspensions™, Mom's Attic®, automatic transmissions, AM/FM radios and unlimited tie-downs on rub rails. U-Haul moving vans really are designed to *Make Moving Easier®*, which is why more people choose to move with U-Haul.

Cargo Vans and Pickups Offer Endless Opportunities

Having these vehicles attract local businesses, storage customers and customers that just need a small vehicle to your business. Several customers will want these on a regular basis for their business (caterers, parcel companies, landscapers and plumbers, just to name a few). They are versatile, easy to display, easy to drive and desired by many. They are the ideal fit for metro locations and locations with little room for parking. Competitive, multiple pricing options (daily, weekly and monthly) for business and long term customers allow you to offer the best value for their needs while adding extra money to your bottom line.



Only U-Haul Offers Trailers In-Town® and One-Way

U-Haul offers a full line of trailers and leads the way with the best car haulers in the industry. Because trailer hook-up may take more time, we pay our dealers a higher commission on them. That can add up quickly when you consider that a third of customers who need one-way moving vans also need additional U-Haul equipment for towing behind the van.



Moving Items

People who move usually need more than just a moving van and/or trailer. As a U-Haul® dealer, you can offer extra moving rental items often needed for a move, such as Appliance Dollies™, versatile utility dollies, furniture pads, auto transports and tow dollies. Only U-Haul car haulers are available to customers for towing behind their own vehicles. Commissions from these accessories run as high as 35%, which can add up very quickly.



Boxes and Moving Supplies

To increase your profits even more, we offer a wide range of highly profitable boxes and moving supplies (support sales items) for resale, including boxes, rope, tape, Enviro-Bubble™, shrink wrap, locks, etc.



Uhauldealer.com / the Buyer's

Club allows you to order online 24/7, free delivery right to your door. You'll have the opportunity to sell the very items consumers need for moving, storing, even for shipping.



Total Support: Advertising, Sales Tools, Training & Automation

Advertising

U-Haul® dealers are provided the advertising and promotional materials they need to market their dealership. U-Haul dealerships are promoted on the Location Finder at uhaul.com and all U-Haul dealers receive effective point-of-sale merchandising materials such as basic signs, banners, product literature, moving guides and packing planner checklists at no charge. These materials are designed to make selling U-Haul products and services easier.

Customer Sales Tools

Generating new U-Haul business is a breeze because the U-Haul phone number will ring right into your primary business line. This allows you to never miss a call—and the only cost to you is the monthly phone charge.

You'll also receive a variety of free sales tools, many online, including a Customer Service Form, Scheduling Log, Users Guide and Receiving and Dispatching Tag.

As well as these benefits:

- *Customer Service*
As part of a network of thousands, you have the authority to resolve issues at the point of sale.
- *Online Reservations*
Provided at no cost.
- *U-Haul Truck Share 24/7SM*
Available at all dealerships.
- *24 Hour Operators*
Providing reservations at no cost to you.
- *Customer Reviews*
Our unedited customer reviews posted online provide a “snapshot” of your customer’s experience.
- *Guaranteed Reservations*
Right equipment — right location — right time.

Instruction/Personnel

Getting started as a U-Haul dealer is made easier by assigning you an area field manager whose primary job is to answer your questions and assist you whenever needed. In addition, you’ll receive instruction materials and online help on subjects ranging from how to hook up a trailer to effective selling techniques.

*U-Haul provides its dealers with tot
training and automation are*



U-Haul University®

U-Haul University is an online interactive, self-paced instruction program for additional know how. These classes are designed to help with the basic principles of customer service. This allows a dealer to learn how to successfully operate a U-Haul® dealership.



Top Management Available

You'll also have the comfort of knowing you can call on your U-Haul marketing company president whenever needed—the person who has bottom-line responsibility within our organization.

Dealer Automation

U-Haul has a state-of-the-art internet based point-of-sale system, starting as low as \$10 a month.

Dealers use their own PC and mobile device with internet service provider to conduct U-Haul business quickly and easily on a secure site online.



total support. Advertising, sales tools, are parts of the dealer package.

S.O.A.R.®

U-Haul® Dealers and U-Haul Self-Storage Affiliates can also make their profits *soar* by taking advantage of the Secured Online Affiliation Rentals (S.O.A.R.) program. Through the S.O.A.R. program, thousands of U-Haul dealers and U-Haul Self-Storage Affiliates can rent storage rooms for their customers at more than 6,000 U-Haul centers and U-Haul Self-Storage Affiliates throughout the U.S. and Canada. Dealers earn 15% commission of the first month's storage rate and affiliates can network with neighboring dealers to increase their own storage occupancy. Also, dealers get \$5 through S.O.A.R. for hitch installation appointments at U-Haul centers.

Moving Help®

Moving Help provides a place where customers who are utilizing U-Haul rental equipment can find labor services like loading, unloading, packing and more. Many U-Haul Dealers gain additional income by becoming Moving Help service providers and are listed on MovingHelp.com at no charge. As a Moving Help service provider, you can increase your profits by helping customers who are in need of a few hours of labor services.

U-Box® Container Rentals

U-Box Moving & Portable Storage containers are one of the fastest growing segments of the DIY Moving & Storage industry.

The best part about providing U-Box containers for a move or as a portable storage solution is giving your customers the flexibility and control to plan the perfect move. An excellent way for dealers to generate additional U-Box revenue is to utilize any available unused covered space to store full U-Box containers. This allows you to jump into the self-storage business with no up-front cost! You can also increase your bottom line when customers choose to ship their container(s) one-way. In addition, to the shipping commission, dealers earn \$30 per container to load or off load a freight truck. As a companion to container rentals, your business may choose to participate in U-Box container home deliveries. These services are a unique and exciting way to promote additional profit growth for your business and provide your customers with the flexibility and convenience they desire for their next move.



Additional Benefits That Round Out Our Package

Uhauldealer.com

All U-Haul® dealers have their own website, uhauldealer.com, where they can communicate with each other on message boards, view their commission statements or take advantage of discounted merchandise sold through the U-Haul Dealer Buyer's Club. U-Haul dealers have the opportunity to purchase a wide variety of items for resale or just for use in their store. Benefit plans for health and life insurance are also available for U.S. dealers.*

Credit Card Processing

Take advantage of retail credit card processing from U-Haul. Our point-of-sale system allows you to incorporate your retail sales right alongside our moving supplies in one transaction. All for a low percentage fee. No set up charges. No report charges. No extra charges per transaction. You can't beat the package deal!

Dealer Referrals

You can earn an additional \$200 by referring a business friend that joins the U-Haul dealership organization.

Credit Union Membership

U.S. U-Haul Dealers may join the U-Haul Federal Credit Union and enjoy all the benefits a credit union offers: Convenience, low-cost loans, savings programs, even checking accounts. U-Haul dealers may direct deposit all or part of their commissions into one or more credit union accounts. As a valued member of the U-Haul team you can participate in savings on travel, lodging and other recreational opportunities.



*Check with your Area Field Manager for more information and availability in your area.



Earmarks of a Successful U-Haul® Dealership

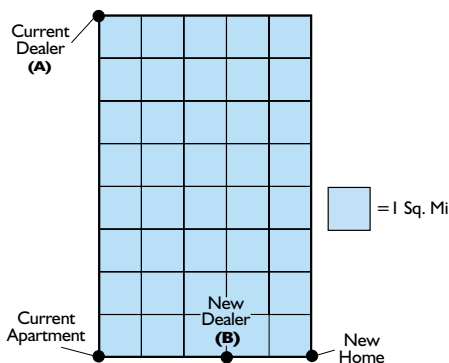
Is your business a good candidate to become a successful U-Haul dealership? It is if



your location has high visibility and traffic and you have land available to attractively display U-Haul trucks and trailers. And if you can back that up with your personal commitment to develop your U-Haul dealership to its maximum potential, you've got the foundation for tremendous success.

Why Being a U-Haul Dealer is Good for the Environment and the Customer.

Neighborhood Dealerships Enhance the Environment



	Dealer A	Dealer B
Total Miles Driven	34 Miles	13 Miles
Total Gallons Used 6 - 8 MPG*	4.8 Gallons	1.8 Gallons
Total Carbon Emitted	96 lbs	36 lbs

Total Carbon Saved: 60 lbs

- ✓ Dealer B saves the environment 60 lbs of CO². There is a public good created by convenient neighborhood U-Haul Dealers. Less fuel will be burned (and less CO² created) by our customers while accomplishing their move.

Sustainability

Since its inception, U-Haul® has recognized the importance of utilizing all of our resources with economy and effectiveness (E&E) – to be good stewards – to accomplish our promise to meet the needs of our customers today, without compromising the ability of future generations to meet their needs (sustainability).

You can be associated with the very company that founded the do-it-yourself moving industry—U-Haul. Now celebrating more than 70 years as America's Number One Family Mover®, it's the company more people choose to move with. Join us. You'll be glad you did.

Consider the Total Picture

Now consider your options and weigh them carefully. Look at what competitive truck sharing companies offer and compare that to ours. You'll find there are more good reasons to become a U-Haul dealer.

- You'll have more customers for your primary business.
- You'll have the potential to earn more by offering more.
- You'll receive the highest rental commissions in the industry.
- You'll have access to the most complete, top-notch equipment available for self-moving consumers.
- You'll have the opportunity to rent and sell an array of moving-related equipment and accessories.
- You'll have the opportunity to participate in benefits programs.
- You'll have an assigned Area Field Manager to provide total service to your dealership and communication access to your marketing company president.

For more information visit us on the web at

uhaul.com/dealer

1-800-528-0361

For More Information Contact:

Or: Dealer Operations Support
U-Haul International
2727 N. Central Avenue
Phoenix, Arizona 85004

uhaul.com/dealer
1-800-528-0361

TESTIMONIAL

U-Haul has opened up our business to a larger demographic than our hardware store would



usually have access too. I have noticed our sales increased dramatically [after] we decided to add U-Haul packing supplies to our inventory. U-Haul brings consistent business, which supplements our slower nonseasonal months. We have heard via customer feedback, they come to our location because of the convenience of longer hours and [because] we are open on Sundays. Our customers find U-Haul services [are] convenient when they purchase a large item from our store. They can use U-Haul trucks, trailers, and dollies to transport their purchases at a lower cost than what we would charge for delivery. Our partnership with U-Haul has been beneficial and continues to help our small business grow year after year.

— Arthur Holm
Artie's Ace Hardware, Phoenix, AZ

ORDINANCE #23-12

**TO REZONE PARCEL V3_019700V IN THE VILLAGE OF JACKSON AND TO
AMEND THE ZONING MAP OF THE VILLAGE OF JACKSON PURSUANT TO
SECTION 48.34 OF THE MUNICIPAL CODE**

WHEREAS, the Village Board for the Village of Jackson adopted zoning regulations for the Village of Jackson and has amended such regulations from time to time; and

WHEREAS, the zoning regulations, as amended, are codified as Chapter 48 of the Village of Jackson municipal code, which is titled "Zoning"; and

WHEREAS, the Village of Jackson hereby proposes to amend the zoning classification of Tax Parcel V3_019700V; and

WHEREAS, the proposed rezoning has been submitted to the Village of Jackson Plan Commission for report and recommendation; and

WHEREAS, the Village of Jackson Plan Commission considered the matter at its meeting on August 17, 2023, and recommended approval; and

WHEREAS, the Village Board conducted a public hearing on September 12, 2023; and

WHEREAS, the Village Plan Commission has recommended to the Village Board that a permanent zoning classification of R-8 Multiple-Family Residential District be made; and of the recommendation of the Plan Commission, having determined that all procedural requirements and notice requirements have been satisfied, having given the matter due consideration, having determined that the zoning classification is consistent with the Village's Comprehensive Plan, and having based its determination on the effect of granting of said zoning on the health, safety, and welfare for the community, and the immediate neighborhood in which said use will be located, and having given due consideration to the municipal problems involved, as well as the impact on the surrounding properties as to the noise, dust, smoke, odor and others, has hereby determined that the zoning classification will not violate the spirit or intent the zoning ordinance for the Village of Jackson, will not be hazardous, harmful, noxious, offensive or a nuisance by reason of noise, dust, smoke odor or other similar factors and will not for any other reason cause a substantial adverse effect on the property values and general desirability of the neighborhood as long as the development is conducted pursuant to the following conditions and is in strict compliance with the same.

NOW, THEREFORE BE IT RESOLVED, the Village of Jackson Village Board, Washington County Wisconsin ORDAINS AS FOLLOWS:

Section 1. To amend the zoning designation of the subject property, as described above, and depicted as Tax Parcel: V3_019700V on Exhibit A, attached hereto, from Planned Unit Development (PUD) to R-8 (Multiple-Family Residential District), and to amend the zoning map of the Village of Jackson to incorporate the zoning of the subject property.

Section 2. Effective Date

This ordinance shall be in full force and effect from and after its passage and posting or publication as provided by law.

The Village Clerk and Village Administrator are hereby authorized and directed to make all changes within the Village of Jackson Code of Ordinances necessary to reflect this Ordinance.

Introduced by: _____ Seconded by: _____

Vote: _____aye _____nay Passed and approved _____

VILLAGE OF JACKSON

By: _____
Brian J. Heckendorf, Village President

Attest:

Anastasia Gonstead, Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Jackson Municipal Complex, Post Office and one other location in the Village.

Village Official

Date

EXHIBIT A



8/11/2023, 9:46:08 AM

- | | | | |
|--------------------------|-------------------------|----------------------|---------------------|
| Override 1 | Certified Survey Number | PLSS Quarter | Retired Parcel |
| Current Parcel | Condominium Name | Lot | Municipality |
| Road Centerline STH, CTH | Parcel Taxkey & Acreage | Plat | Local Road Labels |
| State Highway | PLSS Boundary | Certified Survey Map | Local Road |
| Address Point | PLSS Section | Condominium | Named Private Drive |
| Lot Number | Right-of-Way | | |



STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: August 17, 2023

Agenda Item: Item #6

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

From: Collin Johnson, Director of Inspections & Zoning

Subject: Zoning Code Audit – Village of Jackson

Background and Analysis:

Village staff have, for some time, recognized certain challenges related to our current zoning code. As a matter of reference, most Village zoning districts applicable to commercial, industrial, and manufacturing uses provide no “use by right” authority. For each zoning district, an ordinance should, and must, identify uses that are allowed by right, uses that may be allowed if certain conditions are met, and uses that are not allowed.

Each zoning district must provide for permitted uses that are allowed by right throughout the district. An example would be single-family or multi-family homes in a residential district. Permitted uses are authorized by the zoning administrator with a simple permit. Authorization must be granted if the project complies with general standards for the zoning district, any overlay district or design standards, and related building or construction codes.

Some ordinances list uses that are expressly prohibited for a particular district. Uses that are not specifically listed are also prohibited. If the permitted uses in a zoning ordinance do not allow the use sought by a landowner, they may seek special review of the situation through a conditional use, variance, or zoning amendment.

In addition to standard “use by right” conflicts, staff have also come to realize the perhaps incorrect, unnecessary, or over-use of both “conditional use” and “special use” reviews and approvals. A few examples of these include approvals for the keeping of more than three dogs at a residence or an “over the counter” review/approval for items such as secondary detached garages and business approvals.

The overall intent of the review is to simplify the zoning code to ensure simplicity in its application, provide for better “end-user” interpretation, and reduce unnecessary formalized review and approval.

The zoning code audit is intended, in part, to identify inconsistencies in current procedures and practices, provide “best practice” recommendations, review compliance with applicable state and federal laws, and ultimately provide for an easier to use code that every use can understand and apply to everyday situations.

Comprehensive Plan & Zoning Impacts:

To be determined.

Site Plan:

Not Applicable

Additional Staff Comments:

None

Review Procedures:

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

Notice Requirements:

- Posting on the agenda

Potential Action:

None. For discussion only.

Attachments:

1. Memo from CIVITEK (Memo #1)

Date: August 3, 2023

To: Village of Jackson Village Board; Village of Jackson Plan Commission; Jen Keller, Village Administrator; Collin Johnson, Director of Inspections/Zoning

From: Tim Schwecke, AICP

Subject: Zoning Code Audit (Memo #1)

As requested, I've prepared a summary for the zoning code audit project Civi Tek Consulting has been hired to perform.

Scope of Work A zoning code audit involves a thorough review of the Village's current zoning code (text/map) along with your internal administrative policies and procedures. The overall intent of an audit is to evaluate what is working and what is not and to provide detailed recommendations on potential changes. Specifically, an audit will:

- Identify gaps and missing pieces and inconsistent provisions.
- Identify how the code could be organized to help users better navigate code requirements.
- Determine if the current code complies with Federal law and Wisconsin state statutes, including pertinent case law and legislative changes (e.g., Act 67).
- Evaluate existing zoning districts to identify if any can be eliminated or combined with another and if new districts should be added to achieve specific needs.
- Determine how the zoning code could be used to more fully implement the Village's comprehensive plan.
- Determine the extent to which the code is or is not user friendly. In other words, can a developer find the information they need, by themselves, to move forward with a project?
- Evaluate review procedures and requirements to make sure they are clear and right sized.
- Identify review procedures that could potentially be done administratively, instead of by the Plan Commission/Village Board.
- Look for opportunities to create more predictable and desired development outcomes.
- Introduce best practices and new land use concepts if warranted.
- Identify what is working well and what needs to be tweaked or removed altogether.
- Evaluate landscaping and off-street parking requirements.
- Identify administrative capabilities, including gaps and proficiencies.
- Evaluate to what extent planned unit development projects should be allowed as a development tool.
- Identify opportunities to reduce regulatory barriers to affordable housing and other desired development.

In addition, to findings and recommendations, the audit will describe different options to address recommendations made in the report, while being conscious of budget constraints. At least two

options will be described so that decision makers can make informed decisions on how best to move forward with a full code rewrite or incremental amendments.

Deliverables A written report will be prepared to document the findings and recommendations derived from the audit. We will present the report at a Plan Commission and/or Village Board meeting if so requested.

Timeline The audit should be completed in 3 months.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Schwecke". The signature is stylized with a large, looped "T" and a cursive "Schwecke".

Tim Schwecke, AICP

Memo

To: Jen Keller, Village Administrator
From: Brian W. Kober, P. E., Director of Public Works *BWK*
Subject: Public Facilities Needs Assessment & Impact Fee Study
Date: August 25, 2023
CC: Village Board

The existing Impact Fee Study was created by Baker Tilly and adopted in 2011 which has expired per Wisconsin State Statute. The Village of Jackson hired Trilogy Consulting in 2019 to complete the study before the expiration date, although, Covid and other issues have pushed the completion date until now.

The schedule for adoption: 1) August 29th Board of Public Works meeting review of study and recommend to Village Board; 2) September 12th Village Board approving Study and recommending staff to draft ordinance for adoption; 3) October 10th Village Board holds public hearing of new impact fee ordinance (if no objection by public then recommend suspending the rules for final reading or second would occur at November 14th VB meeting; 4) New fees would take effect on January 1, 2024.

If you have any questions, please let me know.

Brian W. Kober, P.E.

Public Facilities Needs Assessment and Impact Fee Study

Prepared for the

Village of Jackson

by Trilogy Consulting, LLC

August 2023



Table of Contents

CHAPTER ONE: INTRODUCTION	2
INTRODUCTION	2
<i>Table 1 - Existing Development Fees.....</i>	<i>3</i>
AUTHORITY TO IMPOSE IMPACT FEES UNDER WISCONSIN STATUTES	3
CHAPTER TWO: POPULATION AND DEVELOPMENT PROJECTIONS.....	7
PLANNING PERIOD AND STUDY AREA	7
HISTORICAL AND FORECAST POPULATION AND HOUSEHOLDS	7
<i>Table 2 - Historical Population and Households</i>	<i>7</i>
<i>Table 3 - Projected Population, Households, and Housing Units.....</i>	<i>8</i>
HISTORICAL AND FORECAST NONRESIDENTIAL DEVELOPMENT	8
<i>Table 4 - Historical and Forecast Nonresidential Development</i>	<i>9</i>
CHAPTER THREE: FIRE IMPACT FEE ANALYSIS	10
INTRODUCTION	10
FIRE DEPARTMENT FACILITIES	10
<i>Table 5 - Former Fire Station Facility Space</i>	<i>11</i>
<i>Table 6 - New Fire Station Facility Space</i>	<i>11</i>
SERVICE LEVEL STANDARDS AND DEFICIENCY / GROWTH ANALYSIS	11
<i>Table 7 - Analysis of Fire Station Facility Space to Serve Future Growth.....</i>	<i>12</i>
ALLOCATION OF COSTS AND FIRE IMPACT FEE CALCULATION	12
<i>Table 8 - Allocation of Fire Impact Fee Costs to Projected Residential and Nonresidential Development.....</i>	<i>13</i>
<i>Table 9 - Calculated Fire Impact Fees</i>	<i>14</i>
<i>Table 10 - Recommended Fire Impact Fees for Residential Units</i>	<i>14</i>
CHAPTER FOUR: POLICE IMPACT FEE ANALYSIS	15
INTRODUCTION	15
EXISTING AND PLANNED POLICE STATION FACILITIES	15
<i>Table 11 - Existing Police Station Facility</i>	<i>16</i>
<i>Table 12 - New Police Station Facility</i>	<i>16</i>
SERVICE LEVEL STANDARDS AND DEFICIENCY / GROWTH ANALYSIS	16
<i>Table 13 - Analysis of Police Station Facility Space Needed to Serve Future Development.....</i>	<i>17</i>
ALLOCATION OF COSTS AND POLICE IMPACT FEE CALCULATION	17
<i>Table 14 - Allocation of Police Impact Fee Costs to Projected Residential and Nonresidential Development ...</i>	<i>18</i>
<i>Table 15 - Calculated Police Impact Fees</i>	<i>18</i>
<i>Table 16 - Recommended Police Impact Fees for Residential Units</i>	<i>19</i>
CHAPTER FIVE: PARK IMPACT FEE ANALYSIS	20
INTRODUCTION	20
PARKS, PLAYGROUNDS, AND LAND FOR ATHLETIC FACILITIES	21
<i>Table 17 - Existing and Planned Parkland Inventory</i>	<i>21</i>
<i>Table 18 - Current and Planned Park Amenities.....</i>	<i>22</i>

<i>Table 19 - Existing and Planned Trail System</i>	22
SERVICE LEVEL STANDARDS AND DEFICIENCY / GROWTH ANALYSIS	23
<i>Table 20 - Analysis of Parkland Service Level Standards and Share of New Parkland Needed to Serve New Development.....</i>	23
COST ESTIMATES, ALLOCATION OF COSTS, AND PARK IMPACT FEE CALCULATION.....	24
<i>Table 21 – Planned Park Improvements and Estimated Costs</i>	25
<i>Table 22 - Park Impact Fee Calculation.....</i>	25
CHAPTER SIX: WATER IMPACT FEE ANALYSIS	26
INTRODUCTION	26
EXISTING AND PLANNED WATER FACILITIES.....	26
<i>Table 23 - Existing Water System Facilities</i>	27
SERVICE LEVEL STANDARDS AND DEFICIENCY / GROWTH ANALYSIS	27
<i>Table 24 - Analysis of Water System Facility Capacity.....</i>	28
ALLOCATION OF COSTS AND WATER IMPACT FEE CALCULATION.....	29
<i>Table 25 - Estimated Water System Expansion Costs and Proposed Impact Fee.....</i>	30
CHAPTER SEVEN: SANITARY SEWER SERVICE FEE ANALYSIS	31
INTRODUCTION	31
EXISTING AND PLANNED SANITARY SEWER FACILITIES	31
<i>Table 26 - Existing Sewer Facilities</i>	32
<i>Table 27 - Current Wastewater Treatment Inflows</i>	33
<i>Table 28 - Recommended Facility Plan Cost Estimates.....</i>	34
SANITARY SEWER SERVICE FEE CALCULATION	35
<i>Table 29 - Determination of Residential Equivalent Unit.....</i>	36
<i>Table 30 - Calculation of Sewer Service Fee</i>	36
CHAPTER EIGHT: RECOMMENDED FEES AND IMPLEMENTATION	37
INTRODUCTION	37
RECOMMENDED IMPACT FEE SCHEDULE	37
<i>Table 31 - Existing and Proposed Impact Fees</i>	38
IMPACT ON THE AVAILABILITY OF AFFORDABLE HOUSING	38
ENACTING THE IMPACT FEE ORDINANCE	39
IMPOSITION AND COLLECTION OF FEES	40
MANAGING IMPACT FEES	41
ANNUAL ADJUSTMENT AND PERIODIC REVIEW.....	42

CHAPTER ONE: INTRODUCTION

INTRODUCTION

Under Wisconsin Statutes §66.0617, municipalities may adopt impact fees to pay for the proportionate share of capital costs for public facilities needed to serve new development. Impact fees may be collected for highways and other transportation facilities, traffic control devices, facilities for collecting and treating sewage, facilities for collecting and treating storm and surface waters, facilities for pumping, storing, and distributing water, parks, playgrounds, and land for athletic fields, solid waste and recycling facilities, fire protection facilities, law enforcement facilities, emergency medical facilities, and libraries.

The Village of Jackson (Village) has experienced steady population and business growth and is expecting continued growth in the future. The Village imposes the following fees on development to defray the capital costs of public facilities:

- Water, police, and fire facilities impact fees imposed under Wisconsin Statutes §66.0617.
- Sewer service fees for new connections to the sewer system or existing connections that expand and require a larger meter. These fees are part of the wastewater utility's fees and charges under the authority of Wisconsin Statutes §66.0821.
- A parks facilities fee that was established under the authority of municipalities to require fees in lieu of land dedication for park development as a condition of subdivision plat approval under Wisconsin Statutes §236.45(6). Under Wisconsin Statutes §236.45(6), a municipality may impose a fee to fund the acquisition and initial development of land for parks as part of a subdivision ordinance. 'Initial development' of parks includes grading, landscaping, installation of utilities, construction of sidewalks, installation of playground equipment, and construction or installation of restroom facilities.

The current fees that the Village imposes on new development to fund public infrastructure improvements are as shown in Table 1.

Table 1 - Existing Development Fees

Type of Fee	Current Fee	Village Ordinance
Sewer Service Fee	\$4,000 per Residential Equivalent Unit	Sec. 2-314
Water Impact Fee	\$820 per Residential Equivalent Unit	Sec. 2-315
Park Service Fee		Sec. 2-316
Single-Family	\$850 per dwelling	
Multi-Family	\$740 per unit	
Police and Fire Facilities Impact Fee		Sec. 2-317
Single-Family	\$1,430 per dwelling	
Multi-Family	\$1,280 per unit	
Non-Residential	\$2.80 per \$1000 of improvements	

The 2017 Wisconsin Act 243 required municipalities to follow the procedures and requirements of Wisconsin Statutes §66.0617 for impact fees in order to impose park development fees under Wisconsin Statutes §236.45(6). In addition, the Village has recently constructed major improvements or to provide expanded fire and police services, and has updated plans for parks, water and sewer service, since the adoption of the fees in 2011. Therefore, the Village retained Trilogy Consulting to prepare this impact fee study to convert the park development fee to a park impact fee, evaluate impact fees for fire, police, and water facilities, and update the sewer service fee.

This report satisfies the requirements of Wisconsin State Statutes §66.0617, properly allocates the capital costs for the facilities between existing development and new development and may be used by the Village as the basis for adopting an impact fee ordinance.

AUTHORITY TO IMPOSE IMPACT FEES UNDER WISCONSIN STATUTES

In 1993, Wisconsin Act 305 created Section §66.55 (now §66.0617) of the Wisconsin Statutes, which provides the authority for cities, villages, and towns to impose impact fees on new development for recovering capital costs of public facilities. The statute specifies the type of facilities for which impact fees may be imposed and prescribes the procedural requirements for impact fee ordinances enacted by a municipality. In 2006, the statute was amended by Wisconsin Acts 206 and 477. In 2007, the statute was again amended by Wisconsin Act 44. Most recently, the statute was amended by 2017 Wisconsin Act 243.

Eligible Facilities

The impact fee statute allows the use of impact fees for a wide variety of public facilities projects. Impact fees may be used to pay for a proportionate share of capital costs of highways, traffic control facilities, sewerage facilities, storm water facilities, water supply facilities, parks facilities, solid waste and recycling facilities, fire protection facilities, law enforcement facilities, emergency medical facilities and libraries that are necessary to serve related growth. Impact fees may not be used for any public facilities that are not listed in statutes.

Eligible Costs

Impact fees may only be used to fund capital costs of public facilities, which are defined as the cost to construct, expand or improve public facilities. Eligible costs may include land, legal, planning, engineering and design costs. Impact fees may not be used for the purchase of vehicles and equipment or for operation and maintenance expenses.

Determining the Amount of the Fees

Impact fee law requires that impact fees must bear a rational relationship to the need for new, expanded or improved public facilities. This means that impact fees should not be charged to new development if that development is not likely to create a demand for the specific type of facility for which an impact fee is imposed. For example, most communities that charge an impact fee for parks do not impose them on nonresidential development. It also means that the amount of the impact fee should be based on a reasonable estimate of the demand that a new development will create for public facilities. For services that serve both residential and nonresidential properties, such as water and sewer service, this requires finding a reasonable basis for determining the amount of capital costs of facilities are required for residential versus nonresidential development.

Impact fees may not be used to correct existing deficiencies in the public facilities for which they are imposed. Examples of existing deficiencies may include:

- Facilities or portions of facilities that need to be replaced due to age or obsolescence.
- Improvements made to existing facilities to meet state or federal requirements or utilize improved technology.
- Facilities or portions of facilities that are required to provide the desired service level standard for existing development.

State law also requires that impact fees cannot exceed the proportionate share of the capital costs required to serve new development as compared to existing development. The share of

the costs to serve new development versus existing development must be determined based on explicitly defined service level standards. Service level standards are not dictated by state statute but must be identified by the municipality imposing impact fees. Each facility must be analyzed to determine the share of the facility that is needed to provide the established service level to the existing development versus the excess facility space that is available to serve new development. The same service level should be applied to both existing and new development when determining if there is a portion of facilities that are needed to provide the desired service level to existing development. If new facilities are needed in part to provide the desired service level standards to existing development, then a portion of the total capital costs may need to be allocated to meet an existing deficiency when determining the amount of total costs that are eligible to be recovered through impact fees.

The amount to be recovered through impact fees must be reduced to compensate for other charges imposed on land development to pay for the capital costs of new facilities, such as special assessments, land dedications, or fees in lieu of land dedication. Impact fees must also be reduced to compensate for state or federal grants received by a municipality to pay for the facilities for which the fees are imposed.

2017 Wisconsin Act 243 added a new standard for impact fees, that the fees ‘May not include amounts for an increase in service capacity greater than the capacity necessary to serve the development for which the fee is imposed.’ This is more specific than the requirement that fees ‘May not exceed the proportionate share of the capital costs that are required to serve land development, as compared to existing uses of land within the municipality.’ This standard has not yet been interpreted by the courts to determine what standards municipalities may be required to meet to prove that an impact fee isn’t more than the cost of capacity needed to serve a specific development.

Procedural Requirements

Before adopting or amending an impact fee ordinance, a municipality must prepare a Public Facilities Needs Assessment that includes the following components:

- An inventory of existing public facilities, including an identification of any existing deficiencies in the quantity or quality of those public facilities, for which it is anticipated that an impact fee may be imposed.
- An identification of the new public facilities, or improvements or expansions of existing public facilities, that will be required because of land development for which it is anticipated that impact fees may be imposed. This identification shall be based on explicitly identified service areas and service standards.

- A detailed estimate of the capital costs of providing the new public facilities or the improvements or expansions in existing public facilities, including an estimate of the cumulative effect of all proposed and existing impact fees on the availability of affordable housing within the municipality.

A municipality must also hold a public hearing on the proposed impact fee ordinance and make a copy of the public facilities needs assessment and proposed ordinance available for public review at least 20 days prior to the public hearing.

Summary

Wisconsin impact fee law contains specific requirements for the process of adopting or amending an impact fee ordinance and for determining the amount that can be charged for an impact fee. Impact fees imposed under Wisconsin Statutes §66.0617 may not be used to correct any existing deficiencies in public facilities. Fees must also bear a rational relationship to the need for new, expanded or improved public facilities for which they are imposed and the fee may not exceed the proportionate share of capital costs required to serve new development versus existing uses. The impact fee charged to a property owner must also be reduced to compensate for other capital costs required by the municipality on land development to provide or pay for any public facilities for which impact fees are imposed. Wisconsin Statutes §66.0617 imposes additional standards and requirements upon the imposition of impact fees that may be relevant in particular situations.

In summary, it is important that a municipality that adopts impact fees:

- Prepares a public facilities needs assessment and conducts a public hearing;
- Ensures that the public facilities needs assessment contains all the items listed above, as prescribed by Wisconsin Statutes, and that the computed fee does not include any portion of capital costs that are needed to remedy any existing deficiencies or serve existing development;
- Follows the plan as laid out in the public facilities needs assessment in terms of the share of capital costs that are intended to be recovered through impact fees; and
- Revises the needs assessment if specific projects change significantly.

CHAPTER TWO: POPULATION AND DEVELOPMENT PROJECTIONS

PLANNING PERIOD AND STUDY AREA

An important element of determining appropriate impact fees is projecting the amount of future development that will occur in the service area during the selected planning period. These projections are important for planning for the facilities needed to serve new development as well as calculating the proportionate cost of facilities per unit of development.

The planning period for this impact fee study is 2010 through 2040 for parks, police, and fire facilities. Planning for these facilities began with the previous impact fee study conducted in 2010, and they are projected to serve the population through 2040. The planning period for the water impact fee is through 2035, consistent with the recently completed Water System Master Plan. The planning area for this study is the entire Village of Jackson, since the facilities evaluated in this study serve the entire Village.

HISTORICAL AND FORECAST POPULATION AND HOUSEHOLDS

Several sources of information were reviewed in preparing summaries of historical and forecast population and households in the Village: the U.S. Census, the Comprehensive Plan for the Village of Jackson: 2050, historical trends in residential building permits, and population and household estimates from the Wisconsin Department of Administration.

As shown in Table 2, the Village experienced an annual growth rate of 92 new households and 182 people per year between 2000 and 2010, or an annual population growth rate of 3.2 percent. This growth slowed somewhat between 2010 and 2020, but the Village continued to experience steady population growth.

Table 2 - Historical Population and Households

Year	Population	Households	Persons per Household	Housing Units	Vacancy Rate
2000	4,938	1,949	2.53	2,011	3.1%
2010	6,753	2,870	2.35	3,061	6.2%
2020	7,185	3,216	2.23	3,300	2.5%
Annual Growth, 2000-2010	182	92		105	
Annual Growth, 2010-2020	43	35		24	

Source: U.S. Census Bureau.

The Village is planning for continued population growth. As shown in Table 3, the Village expects an increase in population of 2,525 persons and 1,222 new households between 2020 and 2040. Assuming a 2.5 percent vacancy rate, it would require approximately 1,252 new housing units to accommodate this projected population increase.

Table 3 - Projected Population, Households, and Housing Units

Year	Population	Households	Persons per Household	Housing Units
2020	7,185	3,216	2.23	3,300
2025	8,435	3,756	2.25	3,852
2030	9,085	4,086	2.22	4,191
2035	9,485	4,309	2.20	4,419
2040	9,710	4,438	2.19	4,552

Source: WI Dept. of Administration.

Note: Projected Housing Units are based on 2.5% vacancy.

HISTORICAL AND FORECAST NONRESIDENTIAL DEVELOPMENT

The Village of Jackson has also experienced steady nonresidential development in recent years. Commercial development has included new development and business expansion along the Main Street corridor, particularly near the interchange with USH 45. New industrial development has occurred primarily as infill of the industrial park in the northwest quadrant of the Village.

With substantial population growth projected for 2020 through 2040, it is expected that nonresidential development will also continue at a rapid pace. Table 4 shows the historical net new construction for commercial and industrial development from 2011 through 2022, with 20-year projections based on maintaining the pace of development experienced in the past 12 years.

Table 4 - Historical and Forecast Nonresidential Development

Year	Commercial	Manufacturing
2010		
2011	\$2,163,000	\$0
2012	\$131,600	\$0
2013	\$1,066,200	\$0
2014	\$96,400	\$2,316,300
2015	\$1,801,300	\$6,852,100
2016	\$6,429,300	\$1,657,900
2017	\$8,184,400	\$2,057,700
2018	\$5,724,000	\$0
2019	\$5,106,500	\$2,879,700
2020	\$2,485,100	\$1,390,800
2021	\$4,030,900	\$73,100
2022	\$3,713,800	
Annual Average		
2011 - 2022	\$3,411,042	\$1,566,145
20-Year Projection	\$68,220,833	\$31,322,909

Source: Wisconsin Department of Revenue.

CHAPTER THREE: FIRE IMPACT FEE ANALYSIS

INTRODUCTION

The Jackson Fire Department was established in 1892 and serves the Village of Jackson, Town of Jackson and Town of Polk with fire prevention, building fire inspection, fire suppression, and 24-hour paramedic coverage.

From 1974 to 2022, the Department operated from a station located at W204 N16722 Jackson Drive, which was formerly a business office and received several renovations over the years. Prior to this location, it was housed since 1931 at the previous Village Hall site at N168 W20635 Main Street, which had received numerous renovations since its original construction.

In August 2016, the “Village of Jackson Space Needs Analysis” was completed for the Village by Cedar Corporation, which recommended a significantly larger fire facility at a different location to better serve the entire area. In 2022, the Village completed construction of a new Municipal Complex at N168 W19851 Main Street that houses the fire department, police department, and Village administration to replace the old fire station and Village Hall. Additional capacity provided in this new facility to serve future development may be recovered from new development through impact fees.

This chapter includes the majority of the elements for a public facilities needs assessment under Wis. Stats. §66.0617: an inventory of Fire Department facilities, service level standards, deficiencies in prior facilities, a list of recent improvements and actual costs, and the proportionate share of the cost of new improvements that are attributable to new development.

FIRE DEPARTMENT FACILITIES

The prior fire station on Jackson Drive was 13,800 square feet, spread between two buildings, most of which was the apparatus bay. The Space Needs Analysis noted several deficiencies in this facility in terms of the amount of space and functional obsolescence.

Facility space deficiencies in the prior station mostly focused on the absence of space that modern fire stations require. These spaces include a public lobby area, more administrative space, a living area and kitchen for both full-time staff and paid-on-call volunteers, sleeping rooms for full-time positions, shower and locker facilities, and equipment storage space. Additionally, as the Village grows, the Department will need to hire more firefighters and EMTs, including full-time employees, in order to provide around-the-clock coverage of the service area.

Table 5 - Former Fire Station Facility Space

Type of Space	Existing Facilities, 2016
	Square Feet ⁽¹⁾
Administrative Space	3,471
Apparatus Bay	10,329

Notes:

(1) Source: Space Needs Analysis, Cedar Corp.

In 2022, the Village completed construction of a new municipal complex at N168 W19851 Main Street to house the Village Hall, Police Department, and Fire Department, that replaces the old facilities. Some spaces are shared among all the departments and are included in each department's area proportionately.

Table 6 - New Fire Station Facility Space

Type of Space	New Facility
	Square Feet ⁽²⁾
Police	
Office Space	9,450
Garage	6,650
Fire	
Administrative Space	13,450
Apparatus Bay	11,940
Shared Space	
Police Portion	4,335
Fire Portion	6,120

Notes:

(2) Source: Email from Brian Kober, 11/14/2022

SERVICE LEVEL STANDARDS AND DEFICIENCY / GROWTH ANALYSIS

Wisconsin Statutes §66.0617 requires that a public facilities needs assessment identify any deficiencies in existing facilities. It also limits impact fees to recovering only the proportionate share of the cost of facilities required to serve new development as opposed to existing land uses, based on explicitly defined service level standards. Therefore, the share of the cost of new fire station facilities related to remedying any existing deficiencies versus the share related to serving new development must be identified.

The service level standard for fire station facilities is not set by Wisconsin Statutes, rather it is determined by amount of facility space that the Village decides is necessary to provide service.

The Village planned for and constructed the new fire station based on the projected 20-year space needs of the Fire Department. Therefore, the service level standard for Fire Department facilities is based on the amount of space recently constructed to serve the projected 2040 population.

As shown in Table 7, the new fire station will provide 3,245 square feet of space per 1,000 population for the projected 2040 population. This service level was used to determine the amount of facility space that would be required to provide the same service level for the existing 2010 population at the time the fire impact fees was initially adopted. A 21,914 square foot facility would have been needed to provide the same level of service for the 2010 population. Therefore, 21,914 square feet of the new fire station is the proportionate share of that facility that is needed to serve the existing population of the Village. The additional 9,596 square feet that is provided in the new fire station represents the proportionate share of capacity that is available to serve future growth in Jackson.

Table 7 - Analysis of Fire Station Facility Space to Serve Future Growth

	Square Feet	Percentage
Service Level Standard		
New Fire Facilities	31,510	
2040 Population	9,710	
Service Level per 1,000 Population	3,245	
Space Needed for Current Population		
2010 Population	6,753	
Service Level per 1,000 Population	3,245	
Required Fire Station Space - 2010	21,914	
Proportionate Share of New Facility for Current vs. Future Population		
Fire Station Space Required for Current Population	21,914	69.5%
Fire Station Space for Future Growth	9,596	30.5%
Total Fire Station	31,510	100.0%

ALLOCATION OF COSTS AND FIRE IMPACT FEE CALCULATION

The Village incurred \$11,701,611 in capital costs for the new municipal complex. The Fire Department constituted 51% of the construction cost, or \$5,967,822. As shown in Table 7, 30.5 percent of the new station represents capacity to serve future development through 2040.

Therefore, 30.5 percent, or \$1,820,185, of the cost is the proportionate share of the cost that the Village may recover from new development.

Since the Fire Department serves both residential and nonresidential development, the impact fee eligible costs must also be allocated between residential and nonresidential development. Costs were allocated between broad categories of land use based on the anticipated equalized value of new development in each category.

The projected value of development for residential, industrial and commercial development is shown in Table 8. Based on the number of new residential dwelling units and square feet of nonresidential development between 2010 and 2040, and the recent and current value of new construction in the Village, Table 8 shows the projected total value of new development between 2010 and 2040 in current dollars. It is expected that approximately 73.8 percent of new property value will be residential development, while approximately 17.7 percent will be commercial, and 8.5 percent will be industrial.

Table 8 - Allocation of Fire Impact Fee Costs to Projected Residential and Nonresidential Development

Fire Facilities Allocation	Projected Units 2010-2040	Average Value / Unit	Total Forecast of Value of Improvements	Percent of Total Incremental Value	Allocated Share of Future Growth Costs
Residential ⁽¹⁾	1,491	\$283,482	\$422,671,700	73.8%	\$1,343,691
Commercial ⁽²⁾			\$101,408,633	17.7%	\$322,382
Industrial ⁽²⁾			\$48,477,409	8.5%	\$154,112
Total			\$572,557,742		\$1,820,186

(1) Residential forecast is based on actual net new construction from 2011 to 2020, plus projected new units at \$300,000 per unit.

(2) Commercial and Industrial forecast is based on actual net new construction from 2011 to 2020, plus 20-year projections from Table 4.

Based on the projected units of new development (residential dwelling units and \$1,000 of non-residential improvement value), Table 9 shows the impact fee per unit that would be required to recover the eligible costs.

Table 9 - Calculated Fire Impact Fees

Development Type	Impact Fee Allocation	Incremental Development 2010-2040	Cost per Unit	Units
Residential	\$1,343,691	2,957	\$454	per person
Commercial	\$322,382	\$101,408,633	\$3.18	per \$1,000 improvements
Industrial	\$154,112	\$48,477,409	\$3.18	per \$1,000 improvements

The cost per unit for residential units is based on the estimated number of persons per unit for various sized dwelling units. Since smaller units typically have fewer residents per unit and lower value per unit, it is recommended that the Village charge lower impact fees for smaller units.

Table 10 - Recommended Fire Impact Fees for Residential Units

Type of Residence	Fee per Unit
Single-Family	\$1,022 per house at 2.25 persons / unit
Multi-Family	\$795 per unit at 1.75 persons / unit

CHAPTER FOUR: POLICE IMPACT FEE ANALYSIS

INTRODUCTION

The Village of Jackson Police Department currently employs 11 full-time sworn officers and additional support staff. Prior to construction of the new Municipal Complex in 2022, the Department occupied approximately 2,497 square feet of the building at N168 W20733 Main Street that also housed the Jackson Village Hall, plus 1,600 square feet of garage space.

In August 2016, the “Village of Jackson Space Needs Analysis” was completed for the Village by Cedar Corporation, which recommended a significantly larger police facility in conjunction with other Village services. In 2022, the Village completed construction of a new Municipal Complex at N168 W19851 Main Street that houses the police department, fire department, and Village administration to replace the old police station and Village Hall. Additional capacity provided in this new facility to serve future development may be recovered from new development through impact fees.

This chapter includes the majority of the elements for a public facilities needs assessment under Wis. Stats. §66.0617: an inventory of Police facilities, service level standards, deficiencies in the existing facilities, planned improvements and estimated costs, and the proportionate share of the cost of new improvements that are attributable to new development.

EXISTING AND PLANNED POLICE STATION FACILITIES

The Police Department previously occupied 2,497 square feet of space at N168 W20733 Main Street, in the original building built in 1931. This consisted of a small lobby and reception area, office space for the Chief, Sergeant, and Investigator, a small printer room, locker rooms, and an interview room. A lower level housed a small evidence and weapons storage area, a multi-purpose room that was used for breaks, evidence preparation, and as a squad room, along with a holding cell. The Police garage housed four squad cars, larger evidence storage, and ancillary space.

The prior facilities were woefully inadequate for modern Police department needs, with several areas being used for multiple purposes that should remain separate. Specifically, the prior station lacked in fully secure entrance areas, office space, interview rooms, safe victim rooms, proper evidence preparation areas, a larger garage and storage area, plus all ancillary areas the building would need.

In 2022, the Village completed construction of a new Municipal Complex at N168 W19851 Main Street to house the Village Hall, Police Department, and Fire Department, that replaced the old

facilities. Some spaces are shared among all of the departments and are included in each department's area proportionately.

Table 11 - Existing Police Station Facility

Type of Space	Existing Facilities, 2016
	Square Feet ⁽¹⁾
Police	
Office Space	2,497
Garage	1,600

Notes:

(1) Source: Space Needs Analysis, Cedar Corp.

Table 12 - New Police Station Facility

Type of Space	New Facility
	Square Feet ⁽²⁾
Police	
Office Space	9,450
Garage	6,650
Shared Space	
Police Portion	4,335
Fire Portion	6,120

Notes:

(2) Source: Email from Brian Kober, 11/14/2022

SERVICE LEVEL STANDARDS AND DEFICIENCY / GROWTH ANALYSIS

Wisconsin Statutes §66.0617 requires that a public facilities needs assessment identify any deficiencies in existing facilities. It also limits impact fees to recovering only the proportionate share of the cost of facilities required to serve new development as opposed to existing land uses, based on explicitly defined service level standards. Therefore, the share of the cost of new or expanded police station facilities related to remedying any existing deficiencies versus the share related to serving new development must be identified.

The service level standard for police department facilities is not set by Wisconsin Statutes, rather it is determined by amount of facility space that the Village decides is necessary to provide service. Planning and design for the new police station is based on the projected 2040 space needs. Therefore, the service level standard for Police Department facilities is based on the amount of space to be provided to serve the projected 2040 population.

As shown in Table 13, the new police station will provide 2,105 square feet of space per 1,000 population for the projected 2040 population. This service level was used to determine the amount of facility space that would be required to provide the same service level for the existing 2010 population at the time that police impact fees were initially adopted. A 14,212 square foot facility with an efficient layout would have been needed to provide the same level of service for the 2010 population. Therefore, 14,212 square feet of the planned police station is the proportionate share of that facility that is needed to serve the population of the Village as of 2010. The additional 6,223 square feet that is provided in the new police station represents the proportionate share of capacity that is available to serve future growth in Jackson.

Table 13 - Analysis of Police Station Facility Space Needed to Serve Future Development

	Square Feet	Percentage
Service Level Standard		
New Police Facilities	20,435	
2040 Population	9,710	
Service Level per 1,000 Population	2,105	
Space Needed for Current Population		
2010 Population	6,753	
Service Level per 1,000 Population	2,105	
Required Police Station Space - 2010	14,212	
Proportionate Share of New Facility for Current vs. Future Population		
Police Station Space Required for Current Population	14,212	69.5%
Police Station Space for Future Growth	6,223	30.5%
Total Police Station	20,435	100.0%

ALLOCATION OF COSTS AND POLICE IMPACT FEE CALCULATION

The Village incurred \$11,701,611 in capital costs for the new municipal complex. The Police Department constituted 34% of the construction cost, or \$3,978,548. As shown in Table 13, 30.5 percent of the new station represents capacity to serve future development through 2040. Therefore, 30.5 percent or \$1,213,457 of the cost is the proportionate share of the cost that the Village may recover from new development.

Since the Police Department serves both residential and nonresidential development, the impact fee eligible costs must also be allocated between residential and nonresidential development. Costs were allocated between broad categories of land use based on the anticipated equalized value of new development in each category.

The projected value of development for residential, industrial and commercial/institutional development is shown in Table 14. Based on the number of new residential dwelling units and square feet of nonresidential development between 2010 and 2040, and the recent and current value of new construction in the Village, Table 14 shows the projected total value of new development between 2010 and 2040 in current dollars. It is expected that approximately 73.8 percent of new property value will be residential development, while approximately 17.7 percent will be commercial, and 8.5 percent will be industrial.

Table 14 - Allocation of Police Impact Fee Costs to Projected Residential and Nonresidential Development

Police Facilities Allocation	Projected Units 2010-2040	Average Value / Unit	Total Forecast of Value of Improvements	Percent of Total Incremental Value	Allocated Share of Future Growth Costs
Residential ⁽¹⁾	1,491	\$283,482	\$422,671,700	73.8%	\$895,794
Commercial ⁽²⁾			\$101,408,633	17.7%	\$214,922
Industrial ⁽²⁾			\$48,477,409	8.5%	\$102,741
Total			\$572,557,742		\$1,213,457

(1) Residential forecast is based on actual net new construction from 2011 to 2020, plus projected new units at \$300,000 per unit.

(2) Commercial and Industrial forecast is based on actual net new construction from 2011 to 2020, plus 20-year projections from Table 4.

Based on the projected units of new development (residential dwelling units and square feet of nonresidential development), Table 15 shows the impact fee per unit that would be required to recover the eligible costs.

Table 15 - Calculated Police Impact Fees

Development Type	Impact Fee Allocation	Incremental Development 2010-2040	Cost per Unit	Units
Residential	\$895,794	2,957	\$303	per person
Commercial	\$214,922	\$101,408,633	\$2.12	per \$1,000 improvements
Industrial	\$102,741	\$48,477,409	\$2.12	per \$1,000 improvements

The cost per unit for residential units is based on the estimated number of persons per household for dwelling units of various sizes. Since smaller units typically have fewer residents and are of lower property value, it is recommended that the Village adopt lower fees for smaller units. The proposed residential impact fees are shown in Table 16.

Table 16 - Recommended Police Impact Fees for Residential Units

Type of Residence	Fee per Unit	
Single-Family	\$682 per house	at 2.25 persons / unit
Multi-Family	\$530 per unit	at 1.75 persons / unit

CHAPTER FIVE: PARK IMPACT FEE ANALYSIS

INTRODUCTION

This analysis focuses only those parks that are owned by the Village. While other public and privately owned parks and recreational facilities may be available for use by Village residents, the Village may only impose impact fees for costs that the Village will incur; therefore, all standards are based on those facilities that the Village provides and will provide.

The Village of Jackson provides a wide variety of local parks, playgrounds, and land for athletic facilities offering both active and passive recreational opportunities for Jackson residents. Jackson Park, located in the center of the Village, is the main community park, and second largest at 25 acres. A second community park is Hickory Lane Park, in the southeast portion of the Village. Meadowview Park and Reis Memorial Park are small neighborhood parks, sized at 2 and 1 acres, respectively. Cedar Run Park is a large 26-acre passive park along Cedar Creek, with walking trails and a picnic area. Currently, the Village has five parks, and provides a wide array of amenities such as trails, playgrounds, tennis courts, volleyball courts, ice rinks, a splash pad, and baseball and soccer fields. The Village last updated its Parks, Recreation and Open Space Plan (PROSP) in January 2021. The plan recommends many new or improved facilities in the Village's parks as well as development of additional park land.

The Village currently collects a park development fee from new residential development under Section 2-316 of the Municipal Code. Municipalities may impose impact fees for parks, playgrounds, and land for athletic facilities under Wisconsin Statutes §66.0617. Under Wisconsin Statutes §236.45(6), a municipality may impose a fee to fund the acquisition and initial development of land for parks as part of a subdivision ordinance. 'Initial development' of parks includes grading, landscaping, installation of utilities, construction of sidewalks, installation of playground equipment, and construction or installation of restroom facilities. If a municipality imposes a park fee under Wisconsin Statutes §236.45(6), the fee and the process for adopting the fee must meet all the requirements of the impact fee statute, Wisconsin Statutes §66.0617. The ordinance was last amended in 2011, prior to the most recent updates to Wisconsin's impact fee legislation.

To reflect the Village's current plans for new park and recreation land and amenities, and to ensure compliance with Wisconsin Statutes, this chapter includes the majority of the elements for a public facilities needs assessment under Wis. Stats. §66.0617: an inventory of park facilities, service level standards, deficiencies in the existing facilities, planned improvements and estimated costs, and the proportionate share of the cost of new improvements that are attributable to new development.

PARKS, PLAYGROUNDS, AND LAND FOR ATHLETIC FACILITIES

As of 2010, the Village had 68 acres of active and passive parkland. Through a combination of land acquisition and utilization of property already owned by the Village, park land is expected to increase to 76.3 acres in the future, as shown in Table 17.

Table 17 - Existing and Planned Parkland Inventory

<u>Village Parks</u>		2010	
Park Name	Park Type	Existing Acres	Future Acres
Cedar Run Park	Community Park	26.0	26.0
Jackson Park	Community Park	25.0	25.0
Meadowbrook Park	Neighborhood Park	2.0	2.0
Reis Memorial Park	Neighborhood Park	1.0	1.0
Hickory Lane Park	Community Park	14.0	14.0
Cedar Creek @ CTH P	Neighborhood Park	-	5.0
Lake Hasmer Access	Special Purpose Park	-	1.3
Dog Park	Special Purpose Park	-	2.0
Total		68.0	76.3

Source: Village of Jackson Parks, Recreation & Open Space Plan 2021.

The Village's parks provide a wide array of amenities depending on the location and function of each park. Some, such as Jackson Park and Hickory Lane Park, are heavily developed with a variety of facilities, while others, such as Cedar Run Park, primarily provide enjoyment of natural features. The PROSP describes opportunities for several new amenities at Village parks, some of which would rehabilitate or replace existing facilities, and most that would be new facilities for current and future residents. Existing and planned park amenities listed within the PROSP are summarized in Table 18.

One of the main goals in the PROSP is to expand the trail network in the Village and connect all existing trails, in conjunction with regional trails identified by Washington County, to create a cohesive and comprehensive system of trails for non-motorized recreation. Table 19 shows the length of trails that were complete as of 2010 and the planned length of trails in 2040. This includes only those identified by the PROSP that would be the undertaking and responsibility of the Village, not the County or any other entity.

Table 18 - Current and Planned Park Amenities

Park Name	Baseball Field	Basketball Court	Soccer Field	Picnic Area	Concessions	Playfield	Playground	Softball Field	Splash Pad	Tennis Court	Volleyball Court	Ice Skating Rink	Boat Launch	Skate Park	Disc Golf	Walking Trails
Cedar Run Park				1												1
Jackson Park		2	3	3	1	1	2	2		4	4			1	1	
Meadowbrook Park			1	1		1	1									
Reis Memorial Park				1		1	1									
Hickory Lane Park		3	3	1		1	1	1	1		2	1				1
Cedar Creek @ CTH P				1									1			
Lake Hasmer Access													1			
Dog Park																
Total		5	7	8		4	5	3	1	4	6	1	2	1	1	2

Source: Village of Jackson Parks, Recreation & Open Space Plan 2021.

Table 19 - Existing and Planned Trail System

Linear Parks		2010	Future
Trail Section	Trail Type	Feet	Feet
Hickory Lane Park	Park Trails	1,575	1,575
Jackson Drive to Spruce Street	Connector Trails	657	657
Hickory Lane to Sherman Road	Connector Trails	4,175	4,175
Glen Hill Drive to Sherman Road	Connector Trails	2,923	2,923
Crestview Drive to Cedar Creek Road	Connector Trails	629	1,381
Industrial Drive to Hasmer Lake	Connector Trails	3,652	3,652
Apple Lane Park and Ride to Tillie Lake Court	Connector Trails	-	2,961
Main Street Market to Eagle Drive	Connector Trails	-	1,968
Crestview Drive to Jackson Park	Connector Trails	-	2,700
Cedar Creek Trails	Park Trails	-	7,300
Jackson Drive to CTH P	Connector Trails	-	5,220
Cedar Creek Road to Hasmer Lake	Connector Trails	-	4,130
Total		13,611	38,642

Source: Village of Jackson Parks, Recreation & Open Space Plan 2021; Washington County GIS.

SERVICE LEVEL STANDARDS AND DEFICIENCY / GROWTH ANALYSIS

Wisconsin Statutes §66.0617 requires that a public facilities needs assessment identify any deficiencies in existing facilities. It also limits impact fees to recovering only the proportionate share of the cost of facilities required to serve new development as opposed to existing land uses, based on explicitly defined service level standards. Therefore, the share of the cost of new or expanded park facilities related to remedying any existing deficiencies versus the share related to serving new development must be identified.

The service level standard for park facilities is not set by Wisconsin Statutes, rather it is determined by facilities the Village decides is necessary to provide service. Therefore, the service level standard for park facilities is based on the amount of parkland and amenities to be provided to the serve the projected 2040 population.

Table 20 - Analysis of Parkland Service Level Standards and Share of New Parkland Needed to Serve New Development

	Municipal Parks (acres)	Linear Parks (feet)
2010 Existing Space	68.0	13,611
2019 Existing Space	68.0	19,292
Future Space	76.3	38,642
2040 Population	9,710	9,710
Future Service Level Standard (unit per 1,000 pop.)	7.9	3,980
2010 Population	6,753	6,753
Service Level Standard	7.9	3,980
Space Needed to Serve 2010 Population	53.1	26,874
2010 Surplus / (Deficiency)	14.9	(13,263)
Percentage Share to Remedy Deficiencies	0.0%	53.0%
Percentage Share to Serve New Growth	100.0%	47.0%

Table 20 shows the service level standard for parks in terms of acres per 1,000 residents based on the planned parkland acres and projected 2040 population. The existing surplus or deficiency of parkland to serve the 2010 population was evaluated based on the planned service level standards. Surplus or deficiencies in the amount of parkland as of 2010 were

determined by applying the future service level standards to the 2010 population to calculate how much, if any, additional parkland would be needed to serve the 2010 Village population to the same service level standard.

When these standards are applied to the 2010 population and compared to parkland in existence as of 2010, the Village had more than enough parkland to meet the planned service level standards. Therefore, all new parkland acquisitions are attributable to expanding the Village's park system to serve future development. Regarding the planned trail system, based on the service level standards at the future network and population, about 53.0 percent of the planned new trails are needed to provide the planned service level standard for existing residents. The remaining 47.0 percent of the costs of new trails projects can be attributed to new growth and recovered through impact fees.

COST ESTIMATES, ALLOCATION OF COSTS, AND PARK IMPACT FEE CALCULATION

The PROSP did not include cost estimates for the various new parks and improvements recommended. Cost estimates were developed using comparable costs from other communities, average land value in the Jackson area, and average cost for development of trails. In addition, most of the improvements within existing parks were either to upgrade existing facilities or to replace older equipment. Upgrade and replacement costs are not eligible to be funded using impact fees, so the focus of this analysis was on the costs to acquire the land for and develop the new parks and trails identified in the PROSP.

The net cost to be funded by the Village was allocated between the proportionate share needed to serve future growth and costs needed to remedy existing deficiencies or serve the existing Village population. Acquisition and development costs for new parks were allocated based on the percentages shown in Table 20.

Of the total costs, approximately 68 percent, or \$1,639,380, was allocated to future growth and therefore able to be recovered through impact fees. In total, \$770,412 in costs are attributable to existing deficiencies and must be funded by other sources. As the Village completes the various projects, the actual costs may vary from these estimates. However, the amount of impact fee revenues used to finance the projects should be based on the percentages shown in Table 21.

Since park and recreation facilities are primarily used by residents, impact fee costs are allocated entirely to residential development. Based on the projected population increase in the Village of Jackson through 2040, the impact fee eligible cost amounts to \$554 per capita, as shown in Table 22. Based on estimated persons per unit for different sizes and types of dwelling

units, Table 22 shows a recommended schedule of park impact fees per unit for units of various sizes.

Table 21 – Planned Park Improvements and Estimated Costs

Park	Project Description	Costs	Eligible Costs	Deficiency Share	Growth Share	Deficiency Portion	Growth Portion
Trail System	System of Connecting Bicycle and Pedestrian Trails	\$1,213,950	\$1,213,950	53.0%	47.0%	\$643,242	\$570,708
	Acquisition of Land along Cedar	\$40,000	\$40,000	53.0%	47.0%	\$21,195	\$18,805
	Pedestrian access bridge over railroad tracks	\$200,000	\$200,000	53.0%	47.0%	\$105,975	\$94,025
Hickory Lane Park	New playground (completed 2018)	\$313,993	\$97,093	0.0%	100.0%	\$0	\$97,093
New Park @ CTH P & Cedar Creek	Land Acquisition	\$0	\$0	0.0%	100.0%	\$0	\$0
	Development - natural area, picnic table, boat launch, parking	\$150,000	\$150,000	0.0%	100.0%	\$0	\$150,000
Dog Park	Land Acquisition	\$164,000	\$164,000	0.0%	100.0%	\$0	\$164,000
	Development - fencing, trails, waste stations, benches	\$75,000	\$75,000	0.0%	100.0%	\$0	\$75,000
Lake Hasmer	Land Acquisition	\$219,749	\$219,749	0.0%	100.0%	\$0	\$219,749
	Development - shelter w/concessions and restrooms, boat launch/rental	\$100,000	\$100,000	0.0%	100.0%	\$0	\$100,000
New Park @ Eagle Dr. & Hickory Ln.	Development - trail head, boat launch, picnic tables, parking	\$150,000	\$150,000	0.0%	100.0%	\$0	\$150,000
Total		\$2,626,692	\$2,409,792	32.0%	68.0%	\$770,412	\$1,639,380

Table 22 - Park Impact Fee Calculation

<u>Fee Calculation</u>	
<u>Impact Fee Costs per Capita</u>	
Total Impact Fee Eligible Costs	\$1,639,380
2010 - 2040 Population Increase	2,957
Impact Fee Costs per Capita	\$554
<u>Proposed Impact Fee Schedule</u>	
Single-Family Impact Fee	\$1,247 per house at 2.25 persons / unit
Multi-Family Impact Fee	\$970 per unit at 1.75 persons / unit

CHAPTER SIX: WATER IMPACT FEE ANALYSIS

INTRODUCTION

The Village of Jackson first began providing water service in 1969, eliminating the need for individual wells on private properties. All the Village's water comes from ground water, provided by five municipal wells. The Jackson Water Utility was named Water System of the Year in 2007 by the Wisconsin Rural Water Association. The Village began collecting impact fees for water facilities in 2006. Their intent was to pay for the construction of two new wells that would provide additional capacity for new growth.

This chapter includes the majority of the elements for a public facilities needs assessment under Wis. Stats. §66.0617: an inventory of Police facilities, service level standards, deficiencies in the existing facilities, planned improvements and estimated costs, and the proportionate share of the cost of new improvements that are attributable to new development.

EXISTING AND PLANNED WATER FACILITIES

Prior to 2006, the Jackson Water Utility owned four wells actively providing ground water, two elevated tanks providing necessary water pressures and peak water demand, and a distribution system comprised of nearly 38 miles of mains. At that time, the Utility pumped 223 million gallons of water in a year, serving over 2,500 customers and providing water for fire protection.

In 2006, the Utility constructed a new well, Well No. 5, to build additional capacity for future growth. An additional well, Well No. 6, was constructed and placed into service in 2010. At that time, the smallest well, Well No. 2, was taken out of service, as it was extremely undersized and no longer functionally necessary. The distribution system has also since been extended to a total length of almost 52 miles of water mains, serving about 3,500 customers. Table 23 shows the existing water facilities, as of 2021.

In 2017, City Water LLC prepared an update to the Water System Master Plan to evaluate changing water demands, the water system assets, and the Utility's ability to meet future water supply needs. In 2021, City Water LLC also prepared an analysis of expansion of the water system to serve additional service areas. Both documents were reviewed for this analysis for potential inclusion of future facilities in the water impact fee.

Table 23 - Existing Water System Facilities

Water Supply

Well ID / Location	Year Constructed	Capacity (gallons / day)
Well No. 1 / Center Street	1949	604,800
Well No. 2 / Main Street (Not in Service)	n/a	n/a
Well No. 3 / Highland Drive	1979	1,224,000
Well No. 4 / Cedar Parkway	1998	1,584,000
Well No. 5 / Northwest Passage	2006	1,728,000
Well No. 6 / Jackson Drive	2010	1,152,000

Water Storage

Elevated Tank ID	Year Constructed	Capacity (gallons)
No. 1	1969	200,000
No. 2	1995	500,000

Water Distribution

Main Diameter	Length (feet)
4"	1,000
6"	23,585
8"	143,219
10"	1,270
12"	74,427
16"	23,573

The planning documents above describe the ability of the existing facilities to meet the future water demand of the Village of Jackson. One of the conclusions is that with the additions of Wells 5 and 6, the current water supply facilities are sufficient to meet the future demand through 2035. Therefore, no further water supply capacity expansion is anticipated at this time. Additionally, the current storage facility capacity of 700,000 gallons will also meet future demand through the study period of 2035. The 2021 water system expansion analysis of an expansion to a specific area outside of the current water service area confirmed that existing supply and storage facilities can meet future demand without additional expansion.

SERVICE LEVEL STANDARDS AND DEFICIENCY / GROWTH ANALYSIS

Wisconsin Statutes §66.0617 requires that a public facilities needs assessment identify any deficiencies in existing facilities. It also limits impact fees to recovering only the proportionate share of the cost of facilities required to serve new development as opposed to existing land

uses, based on explicitly defined service level standards. Therefore, the share of the cost of new or expanded water system facilities related to remedying any existing deficiencies versus the share related to serving new development must be identified.

The service level standard for water system facilities is not set by Wisconsin Statutes, rather it is determined by amount of water used by a typical water customer of the Jackson Water Utility. Evaluation of the ability of water facilities to meet future demand was based on a review of the engineering plans, trends in water demands in the Village, and the capacity of the facilities as they existed prior to 2006.

One of the key metrics in evaluating the adequacy of a water supply is the ability to provide maximum day water demands with the largest capacity well out of service. Table 24 shows this analysis, both with current facilities and with the facilities as they existed prior to 2006. The projected maximum day water demand in 2035, based on projections of Village growth and maximum demand to average day demand ratio of 2.0, is 1,596,000 gallons in one day. As shown, with the largest well out of service, the water supply could meet this demand with facilities prior to 2006. This means that all future added capacity is needed to serve new growth in the Village and can be recovered through the water impact fees.

Table 24 - Analysis of Water System Facility Capacity

Supply Wells	Design Capacity (gpm)
No. 1	370
No. 3	850
No. 4	1,200
No. 5	1,000
No. 6	800
Total	4,220
Capacity with Largest Well out of service	3,020 gpm 4,348,800 gpd
Capacity with Largest Well out of service - before 2006	1,220 gpm 1,756,800 gpd

ALLOCATION OF COSTS AND WATER IMPACT FEE CALCULATION

The cost included in the original impact fee calculation was \$822,663, with the capacity to serve 1,000 residential equivalent units, or REUs. The actual cost of construction of Well No. 5 was recorded as \$859,110. The cost of construction of Well No. 6 was \$529,212.¹ Well No. 6 is sized to provide 80% of the capacity of Well No. 5, so it was determined that Well No. 6 could provide capacity for 800 REUs.

The total cost of the two new wells was \$1,388,322. However, the Village has been collecting water impact fees since 2006. Through 2021, \$1,375,609 has been collected, which is nearly the full cost of the two new wells.

The Village has two water system projects to extend service to future areas of development; one recently completed water main extension and one planned future water main extension. The Village recently completed a 12-inch diameter watermain extension south along County Road P. This water main extension is within the future growth area of the Village and is adjacent to areas planned for future industrial and non-retail commercial development, between USH 45 and CTH P, south to Western Avenue.

The second water system project is a water main extension to expand the high side pressure zone system north of the Village. This would serve new development on the north side of the Village and provide looping between the high- and low-pressure districts. This is a future project for which the timing will be determined by the pace of new development.

The cost of these projects is shown in Table 25. Since both main extensions serve both new development and system looping functions, fifty percent of the costs were included in the proposed water impact fee.

The projected future residential equivalent units are based on the projected growth in the number of households between 2020 and 2040, from Table 3, plus an allowance for nonresidential development. Nonresidential water sales are currently about 50 percent of residential sales. If nonresidential growth occurs in proportion to residential growth, the Village could expect an estimated 1,833 REUs between 2020 and 2040. This compares to 773 REUs between 2010 and 2021. Based on these assumptions, a water impact fee of \$946 is recommended.

¹ Costs obtained from Jackson Water Utility annual reports on file with the Public Service Commission of Wisconsin.

Table 25 - Estimated Water System Expansion Costs and Proposed Impact Fee

Project	Description	Estimated Cost	Impact Fee Portion
Watermain Extension - CTH P	3,368 LF of 12-inch watermain and appurtenances	\$864,383	\$432,191
Watermain Extension - High Side Zone Expansion	10,620 LF of 12-inch watermain and appurtenances	\$2,604,030	\$1,302,015
Total		\$3,468,413	\$1,734,206
Projected Future Residential Equivalent Units (REUs)			1,833
Impact Fee per REU			\$946

CHAPTER SEVEN: SANITARY SEWER SERVICE FEE ANALYSIS

INTRODUCTION

The Village of Jackson owns, maintains, and is responsible for the sanitary sewer collection system and wastewater treatment plant, to handle all sanitary sewage in the Village and portions of the surrounding Towns. The treatment plant was originally constructed in 1978 and has received several upgrades and expansions as the Village has grown. Much of the treatment plant is now nearing the end of its functional life; this and stricter standards for phosphorus treatment require modifications and additions to the existing plant.

The Village began collecting a sewer impact fee in 1999 to pay for a portion of the expansion of the wastewater treatment plant. In 2010, this fee was converted to a sewer service fee and applies to each new connection to the Village sewer system. In 2022, a new facilities plan for the wastewater treatment facility was prepared by Town & Country Engineering, Inc. This document was reviewed and relied upon for the assumptions and projections regarding the treatment plant expansion plans, capacities, and cost estimates that went into the analysis of the updated sewer service fee, as explained in this chapter.

EXISTING AND PLANNED SANITARY SEWER FACILITIES

The sanitary sewer collection system consists of about 44 miles of sewer mains of varying diameters, which flow into one of two main interceptors and from there into the treatment facility. Only one lift station is currently needed within the collection system, to pump wastewater flow from the Twin Creeks subdivision south of Cedar Creek in the southern end of the Village.

Existing facilities for sewer collection and treatment are shown in Table 26. The treatment facility has current capacity to treat 1.69 million gallons per day of wastewater on average, as well as the amount of pollutant loadings shown. While currently the overall amount of flow is not yet at capacity, several of the loadings have exceeded the plant's rated capacity during peak events, as shown in Table 27. The treatment of wastewater includes preliminary, secondary, and tertiary processes, with the disinfection using chlorination and de-chlorination, followed by discharge to Cedar Creek. The complete facility contains about 20 buildings and structures, most of which need replacements or upgrades.

Recommendations in the plan include renovations to most existing buildings, upgrades to the aeration basins, new selector basins for added phosphorus removal, an additional clarifier to increase treatment capacity, the addition of a UV disinfection system, expansion of the storage

garage, construction of a new waste receiving station, and the addition of a new aerobic digester. Once the recommended upgrades and expansions are complete, the facility will have the capacity to treat, on average, 2.046 million gallons of wastewater per day. A breakdown of the recommended plan by facility, and the estimated cost, is shown in Table 28.

Table 26 - Existing Sewer Facilities

Wastewater Treatment Facility

	Design Capacity	Units
Annual Average Flow	1.69	MGD
Max Day Flow	n/a	MGD
Peak Hourly Flow	6.25	MGD
BOD	2,710	lbs / day
TSS	3,188	lbs / day
NH ₃ -N	320	lbs / day
Phosphorus	64	lbs / day

Sanitary Sewer Collection System

Main Diameter	Length (feet)
6"	2,358
8"	142,043
10"	17,642
12"	28,836
15"	11,344
18"	13,798
21"	4,601
24"	5,277
30"	5,846
36"	422

Table 27 - Current Wastewater Treatment Inflows

Current Treatment Demand

	Units	Annual Average (2017-2021)	% of Capacity	Max Monthly Average (2017-2021)	% of Capacity
Annual Average Flow	MGD	1.227	72.6%	1.357	80.3%
BOD	lbs / day	2,555	94.3%	2,685	99.1%
TSS	lbs / day	3,233	101.4%	3,699	116.0%
NH ₃ -N	lbs / day	213	66.6%	216	67.5%
Phosphorus	lbs / day	64	100.0%	73	114.1%

Table 28 - Recommended Facility Plan Cost Estimates

Phase 1 - Administrative, Storage, Tertiary Treatment	<u>Est. Cost (Alt. 3)</u>
05 - Site Work	\$705,750
STR. 10 - Service Building	\$1,523,100
STR. 60 - Tertiary Filter Building	\$2,094,100
STR. 70 - Disinfection Tank	\$579,500
STR. 95 - Storage Garage	\$698,500
Additional Contractor Costs	\$840,200
Electrical Costs	<u>\$1,400,300</u>
Total Phase 1 Construction Cost	\$7,841,450
Phase 2A - Process Upgrade	<u>Est. Cost (Alt. 3)</u>
05 - Site Work	\$1,176,250
05 - Additional Site Work	\$36,800
STR. 15 - Influent Screening Building	\$410,900
STR. 20 - Pretreatment Building	\$761,200
STR. 20 - Existing Waste Station	\$326,600
STR. 25 - Existing Septage Tanks	\$124,000
STR. 30 - Aeration Basins	\$780,500
STR. 31 - RBC Tanks	\$50,000
STR. 32 - Selector Basins	\$961,600
STR. 35 - Aeration Control Building	\$26,700
STR. 40 - Secondary Clarifiers #1 & #2	\$109,000
STR. 45 - Secondary Clarifiers #3 & #4	\$1,215,800
STR. 46 - Secondary Clarifier #6	\$868,100
STR. 50 - Secondary Sludge Building	\$1,002,500
STR. 55 - RAS Pumping Station	\$48,000
STR. 65 - Blower Building	\$330,400
Additional Contractor Costs	\$1,234,300
Electrical Costs	\$2,057,100
Projected Inflationary Increase ⁽¹⁾	<u>\$3,056,409</u>
Total Phase 2A Construction Cost	\$14,576,159
Phase 2B - Solids Handling Upgrade	<u>Est. Cost (Alt. 3)</u>
05 - Site Work	\$470,500
STR. 75 - Gravity Thickener	\$30,000
STR. 81 - Sludge Drying Beds	\$40,000
STR. 82 - Sludge Processing Building	\$1,787,200
STR. 85 - Sludge Storage Tank	\$80,000
STR. 90 - Sludge Pumping Building	\$317,700
STR. 80 - New Aerobic Digestors	\$1,651,800
Additional Contractor Costs	\$656,600
Electrical Costs	\$1,094,300
Projected Inflationary Increase ⁽¹⁾	<u>\$1,625,901</u>
Total Phase 2B Construction Cost	\$7,754,001
Engineering, Admin, Legal, Contingencies	\$6,841,000
Total Project Costs	\$37,012,700

(1) Assumes inflation of 4 percent per year for six years.

SANITARY SEWER SERVICE FEE CALCULATION

While the improvements recommended in the facility plan will be utilizing and repurposing many of the existing structures and buildings, the extent of the renovations will result in what will essentially be a new facility, intended to serve the Village projected population and growth through 2045. Because of this, the fee was calculated in a straightforward manner, using the full estimated costs of the improvements and the entire capacity of the plant after expansion is complete.

The first step in the calculation of the service fee is to determine the unit to which it is charged. Currently, the fee is charged per Residential Equivalent Unit (REU), which is the amount of wastewater a typical residential user in the Village discharges into the treatment plant. In 2010, this was determined to be 300 gallons per day, but wastewater demands have changed since in the past 13 years. Water use (and related wastewater discharge) for residential users has been on a downward trend for several years. The facilities plan contained more recent data on sewer use for all customers of the Village sewer utility. Based on this data, the typical residential customers discharges 41,274 gallons of wastewater per year into the sanitary sewer collection system. However, the treatment plant influent flow is higher than the billed sewer use from customers because it contains infiltration and inflow (I/I). Infiltration and inflow is generally clear water that seeps into the collection system through cracks in the collection mains, usually at times of heavy rain or snow melt. The determination of the REU must account for that I/I, so that it reflects the actual capacity of the planned treatment plant. While the Village is undertaking steps to reduce its I/I, currently it is about 50 percent of influent flows at the treatment plant. The average residential flow per customer, therefore, was multiplied by two to come up with the total REU definition of 82,548 gallons per year.

The planned capacity of the expanded treatment plant is 2.046 million gallons per day, or 746,790,000 gallons per year, as shown in Table 29. The capacity divided by the REU definition results in a total capacity of 9,047 REUs that can be served by the expanded and upgraded treatment plant. Currently, average annual wastewater influent at the plant is the equivalent of 5,574 REUs, so the plant is being designed to serve an additional 3,473 REUs, for both residential and commercial / industrial development, in future growth.

The calculation of the service fee is shown in Table 30. The total cost of the improvements (\$37,012,700) is divided by the total capacity, in REUs, of the planned treatment plant. This results in a sewer service fee of \$4,091 per REU. This will apply to both residential and non-residential development. The number of REUs assigned to a new non-residential use should be

based on an estimate of the proportionate sewer flows it will generate compared to a typical residential customer. The facilities plan is projecting significant commercial and industrial growth, so a substantial share of sewer service fees are expected to be generated from non-residential fees.

Because the Village will likely be issuing debt to finance the improvements to the treatment plant, it should increase the amount of the service fee annually to reflect the interest that it will paying on its debt, in whichever form that ultimately takes. The recommendation of this analysis is to increase the fee annually by the annual interest rate the Village pays on the debt issued for the construction of the plant improvements.

Table 29 - Determination of Residential Equivalent Unit

	<u>Design Capacity</u>
Average Annual Influent Flow	2.046 MGD 746,790,000 gallons
Residential Equivalent Unit	
Average Annual Billed Residential Flow per Customer	41,274 gallons
Plus 50% Infiltration & Inflow	41,274 gallons
Total Residential Equivalent Unit	82,548 gallons
Number of REUs in Design Capacity	9,047

Table 30 - Calculation of Sewer Service Fee

Total Project Costs	\$37,012,700
Total REUs Served	9,047
Cost per REU	\$4,091
New REUs Served	3,473

CHAPTER EIGHT: RECOMMENDED FEES AND IMPLEMENTATION

INTRODUCTION

The purpose of this study was to prepare a public facilities needs assessment and calculate an appropriate impact fee that recovers the proportionate share of the capital cost of new or expanded fire, parks, police, water and sewer facilities in the Village of Jackson to serve new development. The report fulfills the public facilities needs assessment procedural requirement under Wisconsin Statutes §66.0617.

To determine the appropriate amount of the fees, the following analysis was performed:

- An inventory was conducted of the existing facilities in the Village.
- Forecasts were made regarding future conditions in the Village.
- Service level standards to be provided by the planned facilities were determined.
- Costs of the planned projects were allocated to the proportionate share of facilities that are needed to serve new development during the planning period.
- A schedule of proposed impact fees was calculated for each facility type.

RECOMMENDED IMPACT FEE SCHEDULE

Based on the analyses described above, this study recommends that the Village can impose impact fees up to the amounts shown in Table 31. This amount reflects the maximum amount that the Village could impose, based on the application of Wisconsin Statutes 66.0617. The Village may choose to impose a lesser amount as a matter of policy.

Wisconsin Statutes allow, but do not require, municipalities to designate different impact fees for specific areas in the municipality based on differences in the facilities needed to serve those areas. This report recommends adopting uniform Village-wide impact fees, as the planned facilities will benefit the entire Village.

The proposed fees should be imposed on all new development in the Village, and on redevelopment that results in a new or intensified use of a property. For example, if a commercial property is redeveloped with residential uses, park impact fees may be imposed. Fire and police impact fees may be imposed if the redevelopment results in a more intense use of the property.

Table 31 - Existing and Proposed Impact Fees

Type of Fee	Current Fee	Recommended Fee
Sewer Service Fee	\$4,000	\$4,091 per Residential Equivalent Unit
Water Impact Fee	\$820	\$946 per Residential Equivalent Unit
Park Service Fee		
Single-Family	\$850	\$1,247 per dwelling
Multi-Family	\$740	\$970 per unit
Police and Fire Facilities Impact Fee		
Single-Family	\$1,430	per dwelling
Multi-Family	\$1,280	per unit
Non-Residential	\$2.80	per \$1000 of improvements
Fire Impact Fee		
Single-Family		\$1,022 per dwelling
Multi-Family		\$795 per unit
Non-Residential		\$3.18 per \$1000 of improvements
Police Impact Fee		
Single-Family		\$682 per dwelling
Multi-Family		\$530 per unit
Non-Residential		\$2.12 per \$1000 of improvements

IMPACT ON THE AVAILABILITY OF AFFORDABLE HOUSING

One of the requirements of Wisconsin Statute §66.0617 is to estimate the cumulative effect of all proposed and existing impact fees on the availability of affordable housing within the municipality. A generally accepted definition determines housing as affordable if a household spends less than 30 percent of their income on housing expenses.

The Washington County area median income, according to the most recent data from the Wisconsin Housing and Economic Development Authority, is \$85,000 for a three-person household, meaning housing costs would need to be less than \$2,125 per month to be considered affordable for the median 3-person household. This equates to a mortgage payment, including property taxes, on a home valued at around \$325,000, assuming a 10 percent down payment and a 30-year loan at 6 percent interest. For the same size household making only 60

percent of the area median income, or \$51,000 per year, a home with a value of about \$195,000 would be considered affordable, with a monthly payment of \$1,275.

A search on the real estate website Zillow.com² reveals a number of newly constructed homes currently for sale. The sale prices range from \$499,000 to \$556,000 for 3-4 bedroom single-family homes. It also lists a newly constructed 3-bedroom condominium for sale for \$290,000 in the Stonewall Heights development. Based on the current market, new housing construction, which would be the only housing that would pay the impact fees, is generally not affordable for households at or below the median household income in the Village.

Based on the cost of new housing, this evaluation concludes that the imposition of impact fees will not have a direct impact on affordable housing, because the affordable housing available in the Village of Jackson consists of older homes that would not be subject to impact fees when they are sold on the market. Furthermore, impact fees on new housing construction functions to offset the amount of general tax levy funds that are needed to pay for the construction of the public facilities for which impact fees are imposed. This serves to aid the affordability of ongoing housing costs for existing Village residents and property owners.

Also, as stated in the Village's comprehensive plan, the Village is a member of the HOME Consortium, which serves the housing needs of Jefferson, Ozaukee, Washington, and Waukesha Counties. This organization exists to aid in the creation of affordable housing through assistance with down payments and existing home rehabilitation funding assistance, among other services. These programs are available to households that earn less than 80 percent of the area median income. Impact fees on new housing would not affect the ability of households to take advantage of them.

ENACTING THE IMPACT FEE ORDINANCE

Prior to amending a local ordinance to impose impact fees on new development, a municipality must comply with the following procedural requirements:

1. Prepare a needs assessment for the public facilities for which it is anticipated that impact fees may be imposed. The public facilities needs assessment shall include the following:
 - a. An inventory of existing public facilities, including identification of any existing deficiencies in those public facilities, for which it is anticipated that an impact fee may be imposed.

² On February 9, 2023

- b. An identification of new, improved or expanded public facilities that will be required because of new development, or the identification of excess capacity in existing public facilities that are used by new development. This shall be based upon an explicit level of service and standards.
 - c. A detailed estimate of the capital costs of providing or constructing the new, improved or expanded public facilities, including an estimate of the cumulative effect of all proposed and existing impact fees on the availability of affordable housing within the municipality.
2. Publish a Class 1 notice of a public hearing on the proposed ordinance that specifies where a copy of the proposed ordinance and public facilities needs assessment may be obtained.
3. Hold a public hearing prior to enacting or amending an ordinance to impose impact fees. The public facilities needs assessment must be available for public review for at least 20 days before the date of the hearing.

IMPOSITION AND COLLECTION OF FEES

Impact fees may be imposed on persons developing land, where development is defined as the creation of additional residential dwelling units that create the need for new, expanded or improved public facilities. In other words, development can mean the construction of a new residential building, or the expansion or remodeling of an existing building that results in a use that requires a higher demand for public services than the previous use.

The impact fees collected must be reduced to compensate for other capital costs imposed by the municipality to provide or pay for public facilities due to new land development. For example, if a developer is required to contribute land, facilities or other items of value to provide a facility that a municipality would otherwise fund with impact fees, then the impact fee charged to the developer must be reduced proportionately.

In general, impact fees may not be collected until a building permit is issued. However, 2017 Wisconsin Act 243 modified Wisconsin Statutes §66.0617(6) to require that if the total impact fees imposed on a development are more than \$75,000, the municipality must allow the developer to defer payment of the fees for four years or until 6 months before the municipality incurs costs to construct the facility for which the impact fees are imposed. While fees are deferred, the developer must maintain a bond or irrevocable letter of credit in the amount of the unpaid fees.

2017 Wisconsin Act 243 also created Wisconsin Statutes §66.0617(7) that requires a municipality to provide the developer that pays the impact fees with an accounting of how the impact fees will be spent.

MANAGING IMPACT FEES

Impact fees must be placed into segregated accounts, meaning each type of fee has its own account. The impact fees and any interest earned on the account balance must be expended only for the facilities for which the fees have been imposed. Impact fees may be used to pay directly for project costs or may be used to pay for the debt service on bonds issued to finance a capital project.

In order to ensure that impact fees are not used to pay for more than the proportionate share of capital costs for facilities needed to serve new development, the public facilities needs assessment should be referenced when determining the amount of impact fee revenues to apply to funding for a specific facility. If a project is modified from what is detailed in the needs assessment, it may be necessary to review and update the needs assessment and impact fee ordinance.

Impact fees that are collected but are not used within a reasonable period after collection to pay for the capital costs for which they were imposed must be refunded to the payer of the fees. 2017 Wisconsin Act 243 amended the impact fee statute to change the time limits for spending impact fees. The current time limits require impact fees and accumulated interest earnings to be spent within 8 years of when the fees are collected for most public facilities, and 10 years for sanitary sewerage facilities. It also changed the refund requirement to have the refund made to the payer of the fees instead of the current property owner at the time of the refund.

It is recommended that the Village take the following steps to ensure that impact fees are expended within the statutory time limits and that the fees are properly applied to the project shown in the public facilities needs assessment:

- Maintain a spreadsheet or other list of the amounts collected, showing the date paid, tax key, property owner, number of units, fee per unit, and total amount paid for each type of fee.
- Maintain a spreadsheet showing the project costs funded through impact fees. At a minimum, it should show the year of the project, a brief description, total cost (including construction and legal, engineering, etc.), the amount financed from impact fees, the amount borrowed, a debt service schedule and the share of debt service to be

paid from impact fees. Ideally, this spreadsheet would also be linked to a sheet showing the balance of impact fee funds by account, showing payments made from each impact fee for cash financing and debt service payments.

ANNUAL ADJUSTMENT AND PERIODIC REVIEW

It is further recommended that the Village increase the amount of the fees each year by an inflationary factor to make the fees more inter-generationally equitable, in that the amount of the fee paid by any new development is approximately equal to the amount paid in any other year, adjusted for inflation. Fees may be adjusted by the annual increase in an inflation index, such as CPI or the Construction Cost Index published by Engineering News Record, or by a fixed rate tied to an established percentage, such as the interest on a loan, as mentioned in Chapter 7 for the sewer service charge.

The impact fees calculated in this report were based on numerous assumptions and forecasts in future development and service levels provided by the Village. The exact specifications of public facilities' design and costs may vary from the estimates developed through the analysis of this report. Therefore, it is recommended that the impact fees be reviewed on a consistent basis to adjust for changes in inflation, development trends or major changes in project plans, ideally on a schedule of every three to five years.



Impact Fee Study – Village of Jackson

PRESENTED TO THE BOARD OF
PUBLIC WORKS
AUGUST 29, 2023
CHRISTINE DEMASTER, TRILOGY
CONSULTING



What are impact fees?

A fee charged to new development to pay for new or expanded public infrastructure to serve growth

Can be used for:

- Water and sewer system facilities
- Parks, playgrounds and land for athletic facilities
- Police and fire facilities
- Library facilities
- Transportation facilities
- Storm water facilities

Charged in addition to normal subdivision infrastructure requirements

Procedural Requirements for Impact Fees

– Wis. Stats. §66.0617

Public Facilities Needs Assessment

- Inventory of existing facilities, including any existing deficiencies
- Identification of new or expanded facilities needed to serve new development, based on explicitly identified service levels
- Detailed estimate of the capital costs for new or expanded facilities
- Estimate of the effect of impact fees on housing affordability
- 20-Day Period for public review of Needs Assessment
- Public Hearing
- Ordinance
- Fees must be paid at time of building permit



Standards for costs to include in impact fees – Wis. Stats. §66.0617

- Must bear a rational relationship to the need for new, expanded or improved facilities to serve development
- May not exceed the proportionate share of capital costs for facilities needed to serve new development as opposed to existing development
- Shall be based on actual capital costs or reasonable estimates
- Shall be reduced by the amount of grants, special assessments, or developer contributions for the facilities
- May not include amounts needed to remedy existing deficiencies
- May not include amounts for an increase in service capacity greater than the capacity necessary to serve the development for which the fee is imposed

Current and proposed impact fees per single-family unit

Type of Fee	Current Fee	Recommended Fee	
Sewer Service Fee	\$4,000	\$4,091	per Residential Equivalent Unit
Water Impact Fee	\$820	\$946	per Residential Equivalent Unit
Park Service Fee			
Single-Family	\$850	\$1,247	per dwelling
Multi-Family	\$740	\$970	per unit
Police and Fire Facilities Impact Fee			
Single-Family	\$1,430		per dwelling
Multi-Family	\$1,280		per unit
Non-Residential	\$2.80		per \$1000 of improvements
Fire Impact Fee			
Single-Family		\$1,022	per dwelling
Multi-Family		\$795	per unit
Non-Residential		\$3.18	per \$1000 of improvements
Police Impact Fee			
Single-Family		\$682	per dwelling
Multi-Family		\$530	per unit
Non-Residential		\$2.12	per \$1000 of improvements
Total per Single-Family Unit	\$7,100	\$7,988	

Reasons to Update the Fees

Completion of the new Municipal Complex

Updated plans for park, sewer and water facilities

Changes in Wisconsin Statutes - 2017 Wisconsin Act 243

- Fees not spent within 8 years of collection (10 years for sewer) must be refunded to the payer of the fees
- Allows deferral of payment if impact fees for a development total more than \$75,000
- Municipalities must provide developers with an accounting of how the fees will be spent
- Requires park fees enacted under Wis. Stats. 236.45 (subdivision regulations) to follow the procedures and requirements of Wis. Stats. 66.0617 for impact fees

Police and Fire Impact Fee Eligible Cost

	Total Cost	Impact Fee Share	Impact Fee Eligible Cost
Fire Facilities	\$5,967,822	30.5%	\$1,820,186
Police Facilities	\$3,978,548	30.5%	\$1,213,457

Police and Fire Impact Fees

	Allocated Cost	Units of Future Development	Impact Fee per Unit	
<i>Fire Facilities</i>				
Residential Development	\$1,343,691	2,957	\$454	per person
Commercial Development	\$322,382	\$101,408,633	\$3.18	per \$1,000 improvements
Industrial Development	\$154,112	\$48,477,409	\$3.18	per \$1,000 improvements
<i>Police Facilities</i>				
Residential Development	\$895,794	2,957	\$303	per person
Commercial Development	\$214,922	\$101,408,633	\$2.12	per \$1,000 improvements
Industrial Development	\$102,741	\$48,477,409	\$2.12	per \$1,000 improvements

Park Impact Fee Eligible Costs

	Cost	Impact Fee Share	Impact Fee Eligible Cost
Trails	\$1,453,950	47%	\$683,538
Hickory Lane Park - Playground	\$97,093	100%	\$97,093
New Park at CTHP and Cedar Creek	\$150,000	100%	\$150,000
Dog Park	\$239,000	100%	\$239,000
Lake Hasmer Park	\$319,749	100%	\$319,749
New Park at Eagle Dr. and Hickory Lane	\$150,000	100%	\$150,000
Total	\$2,409,792	68%	\$1,639,380

Park Impact Fees

<u>Impact Fee Costs per Capita</u>					
Total Impact Fee Eligible Costs	\$1,639,380				
2010 - 2040 Population Increase	2,957				
Impact Fee Costs per Capita	\$554				
<u>Proposed Impact Fee Schedule</u>					
Single-Family Impact Fee	\$1,247	per house	at 2.25 persons / unit		
Multi-Family Impact Fee	\$970	per unit	at 1.75 persons / unit		

Water Impact Fees

Project	Description	Estimated Cost	Impact Fee Portion
Watermain Extension - CTH P	3,368 LF of 12-inch watermain and appurtenances	\$864,383	\$432,191
Watermain Extension - High Side Zone Expansion	10,620 LF of 12-inch watermain and appurtenances	\$2,604,030	\$1,302,015
Total		\$3,468,413	\$1,734,206
Projected Future Residential Equivalent Units (REUs)			1,833
Impact Fee per REU			\$946

Sewer Impact Fees

Phase 1 - Administrative, Storage, Tertiary Treatment	\$7,841,450
Phase 2A - Process Upgrade	\$14,576,159
Phase 2B - Solids Handling Upgrade	\$7,754,001
Engineering, Admin, Legal, Contingencies	\$6,841,000
Total Project Costs	\$37,012,610
Total REUs Served	9,047
Cost per REU	\$4,091
New REUs Served	3,473

Community Impact Fee Comparison

Municipality	Total Fees per Single-Family Home
Sussex	\$13,510
Menomonee Falls	\$11,667
Hartland ⁽¹⁾	\$9,834 - \$12,964
Delafield ⁽²⁾	\$11,473
Franklin ⁽³⁾	\$9,249 - \$11,960
Oconomowoc ⁽⁴⁾	\$8,807 - \$10,953
Cedarburg	\$9,553
Mukwonago	\$9,219
Jackson - Proposed	\$7,988
Grafton	\$7,374
Jackson - Current	\$7,100
Germantown	\$6,932
Nashotah	\$6,906
Pewaukee, City	\$6,304
Waukesha	\$5,487

Next Steps



Impact fee study has
been drafted



Ordinance and study
available for public
review for 20 days



Public hearing – Village
Board – October 10



Adopt ordinance
amending the fees

Village of Jackson

To: Village Administrator Jen Keller
From: Police Chief Ryan Vossekul
Date: September 5, 2023
Re: K9 Unit MOU with the Jackson Professional Police Association

The Village of Jackson has been actively fundraising to re-start our K9 program. As we near that fundraising goal, a written agreement with the Jackson Professional Police Association/ WPPA LEER (hereinafter "the Association"), is necessary to comply with the Fair Labor Standards Act (FLSA) with respect to handler compensation. The attached agreement also addresses other terms and conditions of the K9 handler assignment which are of interest to the Village.

The attached agreement preserves management's rights to effectively manage the K9 program in the short and long term. The agreement also addresses the Village's compliance with the FLSA in a manner that is essentially budget neutral.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
VILLAGE OF JACKSON
AND THE
JACKSON PROFESSIONAL POLICE ASSOCIATION, WPPA LEER**

As of full and final execution, this Memorandum of Understanding (hereinafter "the MOU") is entered into by and between the **VILLAGE OF JACKSON** (hereinafter "the Village") and the **JACKSON PROFESSIONAL POLICE ASSOCIATION, WPPA LEER** (hereinafter "the Association").

WHEREAS, the Village and the Association realize it is in both parties' interests to establish a K9 Unit and to comply with the requirements of the Fair Labor Standards Act (FLSA) to compensate the K9 handler.

NOW, THEREFORE, in consideration of the terms and conditions contained herein, the parties hereto agree to the following, effective upon ratification of this MOU:

- A. The Chief of Police may adjust the K9 handler's work schedule to accommodate the time needed to train the K9, to provide veterinary care for the K9, to work special assignments, to attend community events, and to perform any other duties that meet the needs of the Village. Further, the K9 handler agrees that he or she shall be assigned a shift by the Chief of Police. It shall be recognized that the long-term viability of the K9 program is enhanced by the judicious expenditure of overtime.
- B. The K9 handler will be compensated in the following manner for the daily/routine care, feeding, training, and/or grooming of the K9: The K9 handler's shift consists of 8 hours of normal duties and 30 minutes for the daily/routine care, feeding, training, and/or grooming of the K9. The last 30 minutes of his/her shift is solely for the daily/routine care, feeding, training, and/or grooming of the K9. These tasks can be performed either at the Police Department or at the handler's residence. If the K9 handler is assigned to a task other than care, feeding, training, and/or grooming of the K9 after completing 8 hours of normal duties during a shift, the K9 handler shall be compensated with overtime at 1 ½ times the K9 handler's regular rate of pay for all such time worked. If the K9 handler is not required to provide care, feeding, training, and/or grooming to the K9 for one or more entire days because the K9 is under alternative, full-time care (*e.g.*, boarding, long-term medical care, etc.) at Village expense, the K9 handler shall be required to work a full 8.5-hour shift consisting of normal law enforcement duties.
- C. The K9 handler shall receive 30 minutes of compensatory time on his/her regularly scheduled off days for daily/routine care, feeding, training, and/or grooming of the K9. The K9 handler will not be compensated for daily/routine care, feeding, training, and/or grooming of the K9 during periods of time when the K9 is under alternative, full-time care (*e.g.*, boarding, long-term medical care, etc.) at Village expense and, as a result, the K9 handler is not responsible for K9 care, feeding, training, and/or grooming. If the K9 handler utilizes paid time off, they shall utilize 8.5 hours of paid leave time when the K9 is under alternative, full-time care at Village expense for the entire off day, and they shall utilize 8 hours of paid leave time when the K9 is under the handler's care for the entire off day.

- D. The parties agree the compensation identified in this MOU is more than sufficient to cover any amount that may be claimed by the K9 handler for hours worked for the daily/routine care, feeding, training, and grooming of the K9.
- E. The K9 handler may be relieved of his/her assignment at any time by the Chief of Police, or upon the Village's decision to discontinue the K9 program or to assign any non-bargaining unit member as the handler. It is understood that the handler accepts the assignment with the understanding the handler may need to remain in that assignment for the service life of the assigned K9. Upon the retirement or removal of the K9, the handler will not automatically be assigned another K9, nor will the K9 Program automatically continue.
- F. The handler shall return all equipment and property of the Village at the conclusion of the assignment or at the request of the Chief of Police. If the K9 retires from service for any reason (age, disability, etc.) while the handler remains an employee in good standing with the Department, as determined in the Chief of Police's or his/her designee's sole discretion, the handler shall be permitted the right of first refusal to purchase the K9 from the Village upon its retirement for \$1.00 and, upon doing so, assume all liability and costs associated with ownership, care, and maintenance of the K9. Similarly, if the handler separates from the Department in good standing, as determined in the Chief of Police's or his/her designee's sole discretion, and the separation results in the end of the K9's useful service life, the handler shall be permitted the right of first refusal to purchase the K9 from the Village upon the handler's separation for \$1.00 and, upon doing so, assume all liability and costs associated with ownership, care, and maintenance of the K9. If the handler is not in good standing, either at the time of the K9's retirement from service or the handler's separation, the Village shall retain full and unfettered ownership of the K9. Likewise, if the K9 still has a useful service life at the time of the handler's separation, the Village shall retain full and unfettered ownership of the K9 regardless of whether the handler separated in good standing.
- G. This MOU shall remain in effect until the K9 program is discontinued or at the time a new K9 handler is assigned, whichever comes first. Changes to the terms of this MOU may be implemented solely by mutual, written agreement between the Association and the Village.

Village of Jackson

Jackson Professional Police Association, WPPA LEER

Date Signed: _____

Date Signed: _____

Project No. _____
Date: August 21, 2023

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

**Authorization to Perform Professional Engineering Services
for TID #7 Improvements**

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

Project: TID #7 Improvements

Scope of Work: ENGINEER will complete Design Services for the TID #7 Improvements Project as defined in the Project Scope. ENGINEER has attached a copy of this Project Scope as Attachment A.

Method of Compensation: Design work will be completed for an estimated fee of \$17,000.00. ENGINEER will not exceed the estimated Design fee amount without authorization from the CLIENT.

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

THIS AGREEMENT is hereby approved and executed this ____ day of _____, 2023.

VILLAGE OF JACKSON

CEDAR CORPORATION

By: _____

By: 

Name: _____

Name: Ronald Dalton, P.E.

Title: _____

Title: Director

By: _____

By: 

Name: _____

Name: Douglas Kroes

Title: _____

Title: Construction Manager

Project No. _____

Date: August 21, 2023

Exhibit A

Scope of Services

ENGINEER will complete the following Scope of Services for the Project, as follows:

Provide design and bidding services for improvements at TID #7 located southwest of the intersection of STH60 and Ridgeway Drive. Improvements will include four (4) sewer laterals and water services and a new driveway approach off of Ridgeway Drive. The Engineer agrees to provide the following design services for the project:

1. Attend a project kick-off meeting.
2. Complete a topographic survey of the project limits.
3. Prepare plan and profile drawings of the sanitary sewer laterals, water services and driveway approach.
4. Prepare a final estimate.
5. Attend a 60% plan review meeting to discuss the project.
6. Prepare specifications and bid documents for the project.
7. Provide plans to private utilities.
8. Construction bidding assistance including:
 - a. Prepare advertising for bidding.
 - b. Provide plans and specifications for distribution through Bid Quest.
 - c. Answer bidder's questions.
 - d. Administer the bid opening and provide a letter of recommendation for award of the construction contract.