

Office of the Clerk/Treasurer

W240N3065 Pewaukee Road
Pewaukee, WI 53072
(262) 691-0770 Fax 691-1798

~ VIRTUAL MEETING ONLY ~ SEE NOTICE BELOW ~

**COMMON COUNCIL
MEETING NOTICE AND AGENDA**

Monday, January 18, 2021

7:00 PM

~ VIRTUAL MEETING ONLY ~

City of Pewaukee ~ W240 N3065 Pewaukee Road ~ Pewaukee, WI 53072

-
1. Call to Order and Pledge of Allegiance
 2. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your District Alderperson prior to the meeting.
 3. Consent Agenda
 - 3.1. Approval of the Common Council Meeting Minutes Dated September 21, 2020
 - 3.2. Approval of Common Council Meeting Minutes Dated November 16th, 2020
 - 3.3. Approval of Accounts Payable Listing Dated January 18th, 2021
 4. Discussion and Possible Action Regarding Proposed Amendments to the Declaration of Restrictions for the Swan View Farms Subdivision Located at Approximately W239 N4024 Swan Road (PWC 0871-996 and PWC 0871-999) [Fuchs]
 5. Discussion and Possible Action to Proceed with the Design and Public Bidding of a New Department of Public Works Garage [Klein]
 6. Discussion and Possible Action Regarding **Resolution 21-01-02** Authorizing the Issuance and Sale of up to \$1,619,516 Sewerage System Revenue Bonds, Series 2021, and Provide for Other Details and Covenants with Respect Thereto [Wagner / Mueller]
 7. Discussion and Possible Action to Adopt the Sanitary Sewer Rate as \$150.00 Per REU Per Quarter [Mueller / Wagner]
 8. Discussion and Possible Action to Award Deer Haven Well #11 and Well #12 Rehabilitation and Pump Improvement Contract to the Lowest Qualified Bidder, Water Well Solutions, Inc. Based on the Lowest Qualified Bid of up to \$209,560.00 [Mueller / Wagner]
 9. Discussion and Possible Action regarding Preliminary **Resolution 21-01-03** for the Joseph Road Reconstruction, Water Main Extension, Sanitary Sewer Extension, and drainage improvements [Wagner / Mueller]
 10. Discussion and Possible Action regarding Preliminary **Resolution 21-01-04** for the Meadowbrook Farms Phase 1 Subdivision Road Rehabilitation and Related Improvements [Wagner]

11. Discussion and Possible Action to Regarding the Condition of Well #5 [Mueller / Wagner]
1. Adopt the Emergency **Resolution 21-01-05** .
 2. Adopt the Comfort **Resolution 21-01-06** Declaring Official Intent to Reimburse Expenditures Related to the Rehabilitation of Well #5
12. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your district Alderperson prior to the meeting.
13. Closed Session – You are hereby notified that the Common Council and staff of the City of Pewaukee will convene into closed session after all regular scheduled business has been concluded and upon motion duly made and seconded and acted upon by roll-call vote as required under §19.85(1)(a), Stats. The purpose of the closed session is for the following:
- §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, specifically related to Hunters Ridge LLC v the City of Pewaukee.
- You are further notified that at the conclusion of the Closed Session, the Common Council may convene into open session pursuant to 19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session and for adjournment.
14. Adjournment

Kelly Tarczewski
Clerk/Treasurer

January 15, 2021

NOTICE

Due to City Hall being closed to the public due to the COVID virus, this meeting will only be held virtually.

To attend this meeting virtually or by phone please contact Kelly Tarczewski, City Clerk, 262-691-0770, tarczewski@pewaukee.wi.us **before 3 P.M. on the date of the meeting** for directions. Meeting materials are available at <https://pewaukee.novusagenda.com/AgendaPublic/>.

It is possible that members of other governmental bodies of the municipality may be in attendance to gather information that may form a quorum. At the above stated meeting, no action will be taken by any governmental body other than the governmental body specifically referred to above in this notice.

Any person who has a qualifying disability under the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible format must contact the Clerk/Treasurer, Kelly Tarczewski, at (262) 691-0770 three business days prior to the meeting so that arrangements may be made to accommodate your request.

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.1.**

DATE: January 18, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approval of the Common Council Meeting Minutes Dated September 21, 2020

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

CC Minutes 9/21/2020

In attendance:

Mayor Steve Bierce, Aldermen B. Bergman, C. Brown, B. Dziwulski, R. Grosch, J. Kara and J. Wamser.

Also in Attendance:

Attorney S. Riffle, Administrator S. Klein, DPW Director Engineer M. Wagner, Utility Manager J. Mueller, City Planner & Community Development Director N. Fuchs and Clerk/Treasurer K. Tarczewski.

1. Call to Order and Pledge of Allegiance

Mayor Bierce called the meeting to order at 7:00 pm and requested everyone stand for the Pledge of Allegiance.

2. Public Comment - None.

3. Consent Agenda

3.1. Approve Accounts Payable Listing Dated September 21, 2020

A motion was made and seconded (J. Wamser, C. Brown) to approve the consent agenda. Motion Passed: 6-For, 0-Against.

4. Presentation by Ehlers Related to the City's Levy Limits and Current Debt Profile

Todd Taves from Ehlers was present for this item. In summary, Mr. Taves stated the City's practice of using levy limit adjustments for non-levy supported debt service will put pressure on future levies, especially for roads and capital based on the City's current debt profile. He said the options going forward would be one of the following; using special assessments to reduce levy for capital financing or considering short-term financing of some capital items to use debt service adjustment. Future general obligation debt issuance for non-levy supported debt can increase permitted adjustments or have a levy limit referendum.

Mr. Kara asked if the City isn't borrowing enough.

Mr. Taves stated the City should only borrow when appropriate. If the City does need to borrow for utility projects, it will afford continued opportunities to cash fund projects. He did not advise borrowing to build more cushion with levy limits since there is a fall back option of a short term borrowing.

Mr. Bergman asked what the reason was for levy limits and what it protected against. Mr. Taves stated it controls property taxes.

Mr. Wamser stated he wanted to protect residents economically due to the strain of Covid.

5. Discussion and Possible Action to Extend Municipal Sanitary Sewer to N28 W24376 Watertown Road (PWC 0921-994) and Surrounding Properties

Ms. Wagner stated this issue is coming back with additional information in regards to extending municipal service to three properties on Watertown Road. During a previous Common Council meeting, the Common Council questioned the other two adjacent property owner's thoughts about extending municipal service. Ms. Wagner stated post cards were sent out to the other two property

owners. Only one response was received from the property to the west, and they stated they did not want it. The property to the east did not respond.

Ms. Wagner stated coming from the west would be less expensive as it is shallower and would go past the property that voted against it.

Mr. Grosch asked if it would be less expensive to have the owners install their own individual grinder pump station and pump it to the manhole, which could be a temporary and less expensive solution for 10-15 years until the road was be redone.

Ms. Wagner stated the grinder line would run directly across a property that is not serviced. The City does not want multiple private utilities. It creates issues for all the other utilities that go in the right of way. Ms. Wagner stated although it could be an option, it is not recommended. Ms. Wagner stated the estimated cost coming from the west was \$125,000 to \$150,000. Ms. Wagner mentioned the project will be complicated due to the high ground water and dewatering that needs to be done to install the main.

Thomas Schultz lot owner on Watertown Rd was present and stated the \$125,000 is more than what they originally thought. Unfortunately they would be unable to do a mound system due to disturbed land which came from digging. Without sewer lines, nothing can be done. He understood it was not ideal for neighbors on either side but, he wanted to come up with a solution.

Ms. Brown asked if the letters were sent certified mail to verify they were received and informed. Ms. Wagner stated they were not sent certified. Ms. Brown asked how much it would cost the City or property owners to get an actual number for the project. Ms. Wagner stated the City would have to design and bid it, which would run roughly \$12,000 - \$17,000. Ms. Brown stated she would be interested in making the investment to see how much this would cost the City and landowners in the area to get a better idea of what it would look like.

Mr. Kara was concerned about the potential costs to the property owners and nailing down the property owner who didn't respond.

Attorney Riffle stated the City typically does not go to bid unless we know we want to go through with the project. There is also a 10-10 ordinance for anyone who wants to front the money and eventually get reimbursed after hookup. Mr. Bergman stated reimbursement is only out ten years. Further discussion took place regarding the 10-10 ordinance and different options.

Mr. Bergman recommended resending the letter with more detail. Mayor Bierce recommended that Mr. Schultz write a letter or email to the other property owners.

A motion was made (B. Dziwulski) to ask Ms. Wagner to get a number from Mr. Schultz as to what the other two properties would be reduced to and send a certified letter to both property owners.

Attorney Riffle stated he was uncomfortable representing any private individuals' offers unless they were locked down contractually.

The motion was withdrawn.

6. Discussion and Possible Action Regarding a Certified Survey Map for the Pewaukee 16-94 South Proposed Industrial Development Located at N17 W25045 Bluemound Road (PWC 0948-985-003

& PWC 0945-989-001) in Order to Reconfigure Two Lots Into One Lot and an Outlot

Mr. Fuchs stated the CSM for the proposed industrial development was to create a lot, improvements and an outlot. The Plan Commission approved the plans at the September 17, 2020 meeting with a 3-2 vote and also recommended approval of the Certified Survey Map. The property is zoned and planned for industrial use and staff is recommending approval of the CSM.

Mr. Wamser questioned the site plan and the 40 to 50 garage and truck doors on Bluemound Road. He felt the residents would not like it and felt the constant truck traffic would cause a considerable amount of noise. Mr. Wamser stated a small berm with shrubs was not going to cut down on the noise. Mr. Wamser asked why it could not be rotated 180 degrees. The building is beautiful and looks nice from Highway 94 and 16, but if the building is flipped, the noise could go towards the freeway.

Mayor Bierce stated placement was discussed at the Plan Commission meeting.

Mr. Wamser stated all the trees have been leveled during this and other developments even though they were told not to.

Mr. Klein stated this is a CSM only and turning the building 180 degrees was not an option.

Mr. Bergman stated the agenda item only references the CSM.

Attorney Riffle stated the site plan and plan of operation has been approved. We are now working on the land division ordinance and the combination of two lots to accommodate the building. Attorney Riffle asked that the City focus on the reasons why the application should not be granted under the land division ordinance and not the site plan, because that is done.

Doug Kiser (N16W24980 Bluemound Road) stated the land use is different and has changed. There is no business plan for this project and no plan of operation because it is a spec building. He requested a traffic study and spoke with the Director of Public Works at the County who is looking into it. When it was mentioned that it has 32 docks it was stated that this is a distribution center, which could mean the access road may become a public street. Once it is bought or rented, if it meets the designation, it automatically gets approved.

Mr. Bergman stated the City has approved spec buildings before without knowing the tenants, which is why the City has zoning, permitted uses and conditional uses. He agreed with having a traffic study completed.

Further discussion took place regarding a traffic study and the permitted uses.

Mayor Bierce asked if the Plan Commission had a final say on everything but the CSM. Attorney Riffle stated the zoning was not an issue and per the Zoning Administrator it is zoned for the use, and Plan Commission approved the plan of operation and site plan. The only thing left is the land division request.

A motion was made and seconded (J. Wamser, B. Dziwulski) to table this item. Motion Passed: 5-For, 1-Against (B. Bergman).

7. Public Comment

Dom Ferrante with Briohn Builders stated the traffic study completed in 2016 was turned in and included the three buildings. The use and intensity is the same as it was presented.

8. Closed Session – You are hereby notified that the Common Council and staff of the City of Pewaukee will convene into closed session after all regular scheduled business has been concluded and upon motion duly made and seconded and acted upon by roll-call vote as required under §19.85(1)(a), Stats. The purpose of the closed session is for the following:

- §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 specifically related to the contract with the Village of Pewaukee for Building Services.

You are further notified that at the conclusion of the Closed Session, the Common Council may convene into open session pursuant to 19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session and for adjournment.

A motion was made and seconded (B. Dziwulski, R. Grosch) to go into closed session.

Motion Passed Via Roll Call Vote: 6-For, 0-Against.

A motion was made and seconded (B. Dziwulski, J. Kara) to go back into open session at 8:27 p.m. Motion Passed: 6-For, 0-Against.

A motion was made and seconded (B. Dziwulski, R. Grosch) to approve the Building Services agreement with the Village of Pewaukee, subject to the Village paying 35 percent of the annual software maintenance fees. Motion Passed: 6-For, 0-Against.

9. Adjournment

A motion was made and seconded (B. Bergman, B. Dziwulski) to adjourn the meeting at 8:30 p.m.

Motion Passed: 6-For, 0-Against.

Respectfully Submitted,

Kelly Tarczewski
Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.2.**

DATE: January 18, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approval of Common Council Meeting Minutes Dated November 16th, 2020

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

CC Minutes 11/16/2020

In attendance:

Mayor Steve Bierce, Aldermen B. Bergman, C. Brown, B. Dziwulski, J. Kara and J. Wamser (arrived at 7:32 p.m.).

Also in Attendance:

Administrator S. Klein, DPW Director M. Wagner, City Planner & Community Development Director N. Fuchs, Utility Manager J. Mueller and Clerk/Treasurer K. Tarczewski.

1. Call to Order and Pledge of Allegiance

Mayor Bierce called the meeting to order at 7:00 p.m. and requested everyone stand for the Pledge of Allegiance

2. Public Comment - None.

3. Consent Agenda

- 3.1. Approval of Common Council Meeting Minutes Dated October 5th, 2020
- 3.2. Approval of Common Council Meeting Minutes Dated October 19th, 2020
- 3.3. Approval of the Accounts Payable Listing Dated November 16th, 2020
- 3.4. Approve the 2021 Budget in the Amount of \$9,928,602 and Setting the 2021 Tax Rate at \$3.351 Per \$1,000 of Assessed Value
- 3.5. Approve **Ordinance 20-08 [Second Reading]** Related to the Increase of the Hotel Tax from 6% to 8% Beginning January 1, 2021

Mr. Bergman requested Item #3.2 be removed for discussion.

A motion was made and seconded (R. Grosch, B. Dziwulski) to approve the remaining items on the consent agenda. Motion Passed: 5-For, 0-Against.

3.2 Approval of Common Council Meeting Minutes Dated October 19th, 2020

Attorney Riffle stated he thought it was a good idea to record the fact that there was no meeting held on October 19, 2020 due to the lack of a quorum.

A motion was made and seconded (B. Dziwulski, J. Kara) to approve the October 19th, 2020 meeting minutes. Motion Passed: 3-For, 0-Against, 2-Abstain (C. Brown, B. Bergman).

4. Discussion and Possible Action to Approve the Second Reduction of the Swan View Farms Phase 2 Letter of Credit from \$4,117,620.10 to \$1,930,234.37 (Reduction of \$2,187,385.73)

Ms. Wagner stated the Swan View Farms Subdivision continues to move forward. All of the sanitary sewer, water main, storm sewer ponds, curb and gutter and grading work has been completed. Ms. Wagner recommended approval in the reduction of the Letter of Credit.

A motion was made and seconded (C. Brown, B. Dziwulski) to approve the seconded reduction of the Swan View Farms letter of credit in the amount of \$2,187,385.73 and establishing the new letter of credit in the amount of \$1,930,234.37. Motion Passed: 5-For, 0-Against.

5. Discussion and Possible Action to Award the 2020 Sanitary Sewer Cleaning Contract to the Lowest Qualified Bidder, Visu Sewer, Inc., in the Amount of \$90,516.54

Ms. Wagner stated they bid out the annual contract for sewer utility and five bids were received. The lowest qualified bidder was Visu Sewer in the amount of \$90,560.54. Ms. Wagner recommended approval of the contract with Visu Sewer.

Mr. Kara asked if the work will still be done this year and if the City could still use this year's money. Ms. Wagner stated some would be done this year and go into next year. It will need to be completed by June of 2021. Ms. Wagner commented that it splits and is budgeted for this year and next year. There will also be a cleaning budget in next year's budget.

Mr. Kara asked about the \$350,000.00 that was budgeted for this year and why there was not much used. Ms. Mueller stated the City anticipated cleaning out a more substantial area. With the contract getting out later in the year, it reduced the amount that was going to be cleaned.

Mr. Grosch asked if the amount included any repairs. Ms. Mueller stated no repairs were included in this project, but there are funds available to do so if needed.

A motion was made and seconded (B. Bergman, R. Grosch) to award the 2020 Sanitary Sewer Cleaning Contract to the lowest qualified bidder, Visu Sewer, Inc., in the amount of \$90,516.54.

Motion Passed: 5-For, 0-Against.

6. Discussion and Possible Action to Approve the 2021 Water and Sewer Utility Operating and Capital Budgets

Mr. Kara asked about the 2021 operating budget summary and about the Transmission and Distribution category. Mr. Kara asked about the difference in the year end forecast and if this was for repairs. Ms. Mueller stated part of the increase included the cost to repair the Wispark reservoir roof which cost \$350,000.00. The station is back online after almost two years being offline.

Mr. Kara asked why the City is budgeting less than what was spent. Ms. Mueller stated since the budget came out another reservoir has been taken out of service, so another budget amendment will be coming. Further discussion took place regarding how to level out the budget process.

Mr. Kara asked how the sewer facility study is going. Ms. Wagner stated they are still drafting the RFP for the facility study. Once it goes out, it will give a snapshot of where the City's assets are at. It can then be incorporated into the Asset Management software, which will then feed into the budget. Ms. Wagner mentioned the City won't see this until 2022.

Mr. Kara asked about the private and public fire protection revenue. Ms. Mueller stated the private fire protection is for larger commercial industrial buildings who had to put in a larger water lateral. These buildings have a quarterly fee for each one of the fire protection sizes, which is where the revenue

comes from. Ms. Mueller stated the public fire protection or hydrant fee is placed on every building or parcel of land within 500 feet of a fire hydrant.

Mr. Grosch stated it looks like the City is averaging about a quarter of a million dollars for power cost on an annual basis for water utility. Mr. Grosch asked if the City has looked into any power saving options. Ms. Mueller stated the City's biggest producing well was out of service for a year due to construction and with several facilities being out of service at peak times, and a scheduled outage coming this year, the City has not been in a position to put a pumping plan together. Ms. Mueller commented that once everything is in a plan maintenance cycle, the City will be able to focus on energy and consumption.

Ms. Brown asked Ms. Mueller what some of the major takeaways were that the Common Council should understand from this budget.

Ms. Mueller stated she was embarrassed that she had not done a better job at anticipating the larger expenses and felt she was always playing catch up. Ms. Mueller said her goal was to get ahead and hoped that the Asset Management and Financial Advisors would help figure out the best way to manage the cost and prepare a budget that would handle the highs.

Jerry Wamser joined the meeting at this time.

Ms. Brown asked about the huge rate increase in Cloverland Farms from the City of Waukesha. Ms. Brown stated the residents are taking the brunt of the City deciding to send them to the City of Waukesha instead of the City of Pewaukee maintaining them.

Attorney Riffle stated Dale Arenz issued an opinion in 1996 and a new opinion will be reissued by the next Common Council meeting.

Mr. Kara stated his concern was the depreciation in the budget and he felt it was more of an accounting issue. He asked about non-operating revenue. Ms. Wagner stated the depreciation is separate from assessments and debts associated with assessments.

Further discussion took place regarding depreciation, debt and non-operating income.

Mr. Kara asked if there were unassigned funds for the water and sewer utility. Ms. Wagner stated there were none for the water utility, as there is a large debt to the sewer utility. There are unassigned sewer utility but there are some substantial replacements coming up that may deplete some of the reserves. Ms. Mueller stated the operating budget does not show capital expenses. The pump replacements were not reflected in the budget and there are no excess funds. Ms. Mueller mentioned this is a large disconnect they have not been able to overcome and that is where the consultants can help.

A motion was made and seconded (B. Dziwulski, R. Grosch) to approve the 2021 Water and Sewer Utility Operating and Capital Budgets. Motion Passed: 6-For, 0-Against.

7. Discussion and Possible Action to Approve the Woodleaf Reserve Phase 4 Development Agreement and Establish the Amount of the Letter of Credit in the Amount of \$1,838,646.30

David Tanner with Korndoerfer Homes was present for this item.

Ms. Wagner stated the next phase of the Woodland Reserve Development was looking to start up. There will be 33 lots that will need public infrastructure, roads, sanitary sewer, water, main storm sewer, working through creating the development agreement and a letter of credit. Ms. Wagner mentioned

there are changes that need to be made to the developer's agreement before it can be signed off. Ms. Wagner felt she and Attorney Riffle could work out with the developer as it is the basic standard development agreement. Ms. Wagner recommended the letter of credit be established in the amount of \$1,838,646.30 in a form that the City Attorney will approve.

Attorney Riffle stated this was the third amendment to the developer's agreement. The first two included all of the infrastructure. The developer took the second amendment and cut and pasted it, but did not account for water and storm sewer. Attorney Riffle stated they should have pulled all of those phrases from the original developer's agreement and put them into the amendment.

A motion was made and seconded (B. Bergman, B. Dziwulski) to approve the developer agreement contingent upon the final review and approval by staff and the City attorney and establish the letter of credit in the amount of \$1,838,646.30. Motion Passed: 6-For, 0-Against.

8. Public Comment

Attorney Riffle stated the Village of Menomonee Falls found a historical document and recently donated it to the City of Pewaukee. It covers the history of Pewaukee from as early as 1846. He said it was absolutely fascinating and recommended everyone read it. Mr. Klein stated it was currently being scanned and will be distributed.

9. Adjournment

A motion was made and seconded (B. Dziwulski, R. Grosch) to adjourn the meeting at 8:00 p.m. Motion Passed: 6-For, 0-Against.

Respectfully Submitted,

Kelly Tarczewski
Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.3.**

DATE: January 18, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approval of Accounts Payable Listing Dated January 18th, 2021

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

A/P Listing 1-18-2021

Check Date	Check	Vendor Name	Description	Amount
Bank 100 GENERAL FUND CHECKING				
01/06/2021	130901	1ST AYD	P&R EAR PLUGS AND TOILET TISSUE	619.82
01/06/2021	130902	ADP SCREENING & SELECTION SERVICES	HR EXAMS	28.00
01/06/2021	130903	AECOM TECHNICAL SERVICES, INC	ENG STORMWATER PLAN REVIEW	502.53
01/06/2021	130904	AIR ONE EQUIPMENT	FD TASK FORCE TIPS	3,513.43
01/06/2021	130905	ALDRED & TINA WHYTE	0941988101 2020 TAX REFUND	168.83
01/06/2021	130906	ALL-WAYS CONTRACTORS, INC	P&R TOPSOIL	90.00
01/06/2021	130907	ALPHA OMEGA CLEANING, INC.	P&R JANITORIAL SERVICES	142.00
01/06/2021	130908	AMERICAN WATER WORKS	MEMBERSHIP DUES 3-1-21 TO 2/28/22	394.00
01/06/2021	130909	ANNE OLSON	0949999097 2020 TAX REFUND	154.32
01/06/2021	130910	ASSESSMENT TECHNOLOGIES LLC	IT SUPPORT	35.00
01/06/2021	130911	ASSOCIATED TRUST	HR HRA TRUST FEE	2,500.00
01/06/2021	130912	AT&T MOBILITY	FD AIR CARDS	65.43
01/06/2021	130913	AUCA CHICAGO MC LOCKBOX	HWY UNIFORMS	84.92
01/06/2021	130914	BEDROCK SEWER & WATER	SW COMPRESSION COUPLING AND SOFT COPPER	4,877.00
01/06/2021	130915	BRANDON & KEREN ROSNER	0983011 2020 TAX REFUND	411.70
01/06/2021	130916	BREDAN MECHANICAL SYSTEMS	IT AIR PURIFIERS	14,834.00
			IT AIR PURIFIERS	5,432.00
			IT AIR PURIFIERS	22,723.00
			IT HVAC INSPECTION	1,333.50
				44,322.50
01/06/2021	130917	BRIAN & CHRISTINE FRICK	0913167 2020 TAX REFUND	139.78
01/06/2021	130918	CESA 10	HR SAFETY	1,500.00
01/06/2021	130919	CHARLES & RHONDA GRAZIANO	0942996093 2020 TAX REFUND	2,095.06
01/06/2021	130920	CHARLIE DWYER	BLD DEC 2020 MILEAGE REIMBURSEMENT	135.70
01/06/2021	130921	CHERYL SWAN	0871995 2020 TAX REFUND	3,237.08
01/06/2021	130922	CHRISTOPHER & TIFFANY PLANT	0866079 2020 TAX REFUND	772.24
01/06/2021	130923	CITY OF WAUKESHA	0981091 CONNECTION	3,851.25
01/06/2021	130924	COMET INC.	SW HYDRANT LOWER SHAFT	460.00
01/06/2021	130925	CORE & MAIN LP	SW O-RING AND CONVERSION FLANGE	76.78
			SW WASHER, RUBBER MAIN VALVE	1,483.24
				1,560.02
01/06/2021	130926	DANIEL & MICHELLE ANDERSON	0888003 2020 TAX REFUND	1,820.26
01/06/2021	130927	DIGITAL OFFICE SOLUTIONS	BLD MANAGED PRINT SERVICES	46.63
01/06/2021	130928	DONALD & MARLYS PUGH	0984037 2020 TAX REFUND	3.00
01/06/2021	130929	ELLIOTT ACE HARDWARE	FD PRO CLEANER	8.99
01/06/2021	130930	ERIC BUCKHOUSE	0939986 2020 TAX REFUND	240.23
01/06/2021	130931	ERIC PREMO	0873995 2020 TAX REFUND	5.00
01/06/2021	130932	ERIK HANSON	SW BOOT REIMBURSEMENT	100.79
01/06/2021	130933	FIRE & POLICE SELECTION, INC	FD EXAMS	120.00
01/06/2021	130934	GENE & RENEE BRUENING	0981061 2020 TAX REFUND	216.95
01/06/2021	130935	GLORIA BROOKS	0924987010 2020 TAX REFUND	181.26
01/06/2021	130936	GRAINGER	SW FILTER	36.07
			SW MOTOR	428.11
				464.18
01/06/2021	130937	GUILHERME & SARAH GARCIA	0913123 2020 TAX REFUND	143.48
01/06/2021	130938	HAWKINS, INC.	SW CHEMICALS	2,729.67
01/06/2021	130939	HEIN ELECTRIC SUPPLY	FD MULTIVAPOR	31.38
01/06/2021	130940	HUMPHREY SERVICE PARTS, INC	P&R OIL FILTER	7.85
			SW OIL FILTER	4.15

Check Date	Check	Vendor Name	Description	Amount
				12.00
01/06/2021	130941	INTERSTATE ROOF SYSTEMS	SW 2020 ROOF SURVEYS	4,600.00
01/06/2021	130942	J.H. HASSINGER, INC.	WIS PARK PUMP STATION ROOF REPAIR PMT 2	106,793.22
01/06/2021	130943	JAMES & BONNIE LATOURETTE	0865023 2020 TAX REFUND	356.92
01/06/2021	130944	JAMES & MARIKAY BOJAR	0932037 2020 TAX REFUND	546.29
01/06/2021	130945	JK LAWN SERVICE	FD LAWN SERVICE	202.00
			FD LAWN SERVICE	229.00
				431.00
01/06/2021	130946	JOHN & EMILY LEHNEN	0907039 2020 TAX REFUND	739.98
01/06/2021	130947	JOHN & JENNIFER PURCELL	0929035 2020 TAX REFUND	75.74
01/06/2021	130948	JOHNSON DRIVE INVESTMENTS LLC	0961997013 2020 TAX REFUND	152.74
01/06/2021	130949	JOSEPH & JACQUELINE HERINGTON	0929989004 2020 TAX REFUND	5,361.17
01/06/2021	130950	JUDITH DOLLHOPF & GARY JANICKI	0916213 2020 TAX REFUND	2,693.28
01/06/2021	130951	JX ENTERPRISES, INC.	FD THERMOSTAT, GEN PURPOSE CLEANER	87.65
01/06/2021	130952	KAREN DUANE	0929008002 2020 TAX REFUND	3,183.01
01/06/2021	130953	KORNOERFER HOMES	BLD 200751 OCCUPANCY BOND REFUND	500.00
01/06/2021	130954	KURT & LINDA KRAHN	0981035 2020 TAX REFUND	1,798.95
01/06/2021	130955	LAFARGE AGGREGATES ILLINOIS, INC.	HWY SMALL DUMP	200.00
01/06/2021	130956	LAKELAND SUPPLY, INC.	P&R BATH TISSUE	679.25
01/06/2021	130957	LANGE ENTERPRISES, INC	P&R PARKING SIGN	40.95
			BLD TILES	196.42
				237.37
01/06/2021	130958	LIFE-ASSIST INC	FD SAFETY RESTOCK	685.62
			FD PAC BAG	180.71
			FD SAFETY RESTOCK	778.32
				1,644.65
01/06/2021	130959	LINDA AUBRY	0907997006 2020 TAX REFUND	10.00
01/06/2021	130960	LISA SCHOWALTER	0866013 2020 TAX REFUND	125.54
01/06/2021	130961	LITHO-CRAFT	SW ENVELOPES	769.00
			SW BILLING STATEMENT PAPER	480.00
				1,249.00
01/06/2021	130962	MADHUSUDAN TUMKUR	0929003002 2020 TAX REFUND	129.66
01/06/2021	130963	MALECKI GRAPHIC ARTS SERVICES	P&R 2021 ACTIVITY GUIDE LAYOUT AND DESIG	720.00
01/06/2021	130964	MARK & RONDA ANDERSON	0939981 2020 TAX REFUND	96.43
01/06/2021	130965	MARK & STEPHANIE BIEDLINGMAIER	0907050 2020 TAX REFUND	147.75
01/06/2021	130966	MARK & WENDY PEPERKORN	0865018 2020 TAX REFUND	95.21
01/06/2021	130967	MATTHEW SOBOTIK & MEGAN FLESCH	0912037 2020 TAX REFUND	3,304.41
01/06/2021	130968	MELISSA POLLY	0939020 2020 TAX REFUND	300.00
01/06/2021	130969	MENARDS	FD PVC COUPLING AND VENT GUARD	9.77
			FD SNOW BLOWER SHEAR PIN AND BOLTS	9.48
			P&R CAUTION TAPE	35.92
			P&R SPRING CLAMP AND PIPE	83.11
			SW MINERAL SPIRITS	99.90
			SW TOOLBOX AND ADHESIVE	30.90
			SW GAL PUMP VAC AND FLR MAT	184.78
			P&R TRANSMITTER, WRENCH, HAMMER, PLUMBER	692.84
			P&R METAL GAS CAN, PAIL, AIR SWIVEL	260.91
			P&R SUPPLIES	576.86
				1,984.47

Check Date	Check	Vendor Name	Description	Amount
01/06/2021	130970	MICHAEL & CARRIE MOORE	0914042 2020 TAX REFUND	245.75
01/06/2021	130971	MICHAEL & JESSICA SCAFFIDI	0916240 2020 TAX REFUND	2,986.79
01/06/2021	130972	MICHAEL & MELISSA WHITEHOUSE	0886999002 - 2020 TAX REFUND	375.28
01/06/2021	130973	MICHAEL MIEROW & KELSEY SCHMITT	0866992002 2020 TAX REFUND	26.96
01/06/2021	130974	MID-AMERICAN RESEARCH CHEMICAL	P&R HORNET AND WEED KILLER	1,019.11
01/06/2021	130975	MIDWEST METER INC.	SW PLASTIC METER	1,152.00
01/06/2021	130976	MIDWEST TESTING LLC	SW WELL HOUSE WATER METER TESTING	1,515.00
01/06/2021	130977	MILLER-BRADFORD & RISBERG, INC	P&R LOW PRO BUCKET	1,660.00
01/06/2021	130978	NAPA	FD OIL	87.10
01/06/2021	130979	NEOTERIC HOVERCRAFT INC.	FD HOVERCRAFT REPAIR	3,340.67
01/06/2021	130980	NICHOLAS & TRISHA BOURNELIS	0984052 2020 TAX REFUND	180.18
01/06/2021	130981	NICHOLAS GONZALEZ & NICOLE HAGEN	0963027 2020 TAX REFUND	69.81
01/06/2021	130982	OCEAN CONNECTIONS	P&R SPEAKER	100.00
01/06/2021	130983	OFFICE COPYING EQUIPMENT, LTD	BLD SHARP MX3070N CONTRACT	83.03
01/06/2021	130984	OFFICE DEPOT	BLD PAPER	33.62
01/06/2021	130985	PETER & MARY BACON	0930039 2020 TAX REFUND	5,916.61
01/06/2021	130986	PHILLIP & KELLY LANGFORD	0930129 2020 TAX REFUND	3,390.50
01/06/2021	130987	PHILLIP & LISA BARNEKOW	0866146 2020 TAX REFUND	77.94
01/06/2021	130988	PREMIUM WATERS, INC	POL COOLER	193.99
01/06/2021	130989	PUBLIC SERVICE COMMISSION OF WI	SW PSC DIRECT ASSESSMENT	12.25
01/06/2021	130990	R&R INSURANCE SERVICES	LWMMI RENEW POLICY	25,817.00
			TRAVELERS PROP CASUALTY INS RENEWAL	2,954.00
			CRIME RENEWAL POLICY	1,890.00
			WORKERS COMP RENEWAL POLICY	27,361.00
				<u>58,022.00</u>
01/06/2021	130991	RAMENDRA AND NICOLE ANAND	0919026 - 2020 TAX REFUND	139.00
01/06/2021	130992	REINDERS, INC.	P&R TIRE OFF ROAD RIM	353.73
			P&R RAKES AND SPADES	544.48
				<u>898.21</u>
01/06/2021	130993	RELIANT FIRE APPARATUS	FD REPAIRS	10,785.58
01/06/2021	130994	ROBERT KEWAN	IT DEC 2020 MILEAGE	71.93
01/06/2021	130995	RODNEY & MARY ROSSI	0940048 2020 TAX REFUND	126.64
01/06/2021	130996	RUNDLE-SPENCE	CITY HALL MAINTENANCE DRAIN CLEANER	202.49
			P&R SLOAN	1,447.20
				<u>1,649.69</u>
01/06/2021	130997	SARATH KANCHARLA & SUSHMA VENKATA	0866152 2020 TAX REFUND	67.02
01/06/2021	130998	SEIBEL LAW OFFICES LLC	ASR BOARD OF REVIEW LEGAL	580.00
01/06/2021	130999	SHAWN OLSON	BLD DEC MILEAGE REIMBURSEMENT	13.80
01/06/2021	131000	SOFT WATER, INC.	FD SOLAR SALT	15.00
			FD SOLAR SALT	15.00
				<u>30.00</u>
01/06/2021	131001	SOPER GRADING & EXCAVATING LLC	ENG OAK & PENNINSULA PMT 3	272,775.26
01/06/2021	131002	STEVE O'CLAIRE	0905019 2020 TAX REFUND	88.35
01/06/2021	131003	Strand Associates, Inc	ENG DUPLAINVILLE RD RECONSTRUCTION	8,079.80
01/06/2021	131004	SWAMINATHAN RAMDOSS & ABARNA KUMAR	0866114 2020 TAX REFUND	6,148.64
01/06/2021	131005	THOMAS & BARBARA SCHINKER	0924996014 2020 TAX REFUND	21.96
01/06/2021	131006	TKK ELECTRONICS	FD MOBILE DATA COMM SYSTEMS	6,951.38
01/06/2021	131007	TODD BOMBACI	0894992 2020 TAX REFUND	32.00
01/06/2021	131008	TOM SCOTT	P&R 2020 BOOT REIMBURSEMENT	125.00
01/06/2021	131009	TOTAL MECHANICAL	SW VENTING REPLACEMENT	1,930.00
01/06/2021	131010	ULINE	P&R SUPPLIES	9,100.35

Check Date	Check	Vendor Name	Description	Amount
01/06/2021	131011	USA BLUEBOOK	SW PVC STAFF PRTINED WATER	161.11
01/06/2021	131012	VERIZON	SW SCADA AND TELEPHONE	333.98
			FD AIR CARDS	549.99
			FD TELEPHONE	102.42
				986.39
01/06/2021	131013	VILLAGE OF PEWAUKEE	P&R UTILITY	50.10
			P&R UTILITY	50.10
			P&R UTILITY	275.20
			0903002006 2020 TAXES	2,011.63
				2,387.03
01/06/2021	131014	WACHTEL TREE SCIENCE	P&R TREE REMOVAL	5,000.00
01/06/2021	131015	WALTER & SHARON RUSSELL	0942142011 2020 TAX REFUND	5.00
01/06/2021	131016	WAUKESHA CO TECHNICAL COLLEGE	FD PROVIDER CARDS	50.00
01/06/2021	131017	WAUKESHA WATER UTILITY	2020 TAX ROLL RETURN FLOW	235.17
			2020 TAX ROLL WATER	640.19
				875.36
01/06/2021	131018	WAYNE & JACQUELYN DENSING	0949999099 2020 TAX REFUND	20.00
01/06/2021	131019	WD3 LLC	0956999013 2020 TAX REFUND	501.78
01/06/2021	131020	WI DEPT OF REVENUE	ASSESSOR RECERTIFICATION R. TUFF	20.00
01/06/2021	131021	WI DEPT TRANSPORTATION	SW WEST WAUKESHA BYPASS	1.09
01/06/2021	131022	WILLIAM & BETH REDMOND	0894030 2020 TAX REFUND	18.11
01/06/2021	131023	WILLIAM & LINDA BIRD	0865031 2020 TAX REFUND	98.45
01/06/2021	131024	WILLIAM HOLZHAUER & KATY COLEMAN	0866996001 2020 TAX REFUND	43.16
01/06/2021	131025	WISCONSIN DEPARTMENT OF	HR EXAMS	31.00
01/06/2021	131026	WISCONSIN LEGAL BLANK	BLD ENVELOPES	99.00
01/06/2021	131027	ZIGNEGO READY MIX	Z002M 2020 TAX REFUND	18.00
01/08/2021	131028	BRIAN OR LAUREN MCDOWELL	REFUND OF PRIOR YEARS REVENUE	0.00 V
01/08/2021	131029	DIVERSIFIED BENEFIT SERVICES, INC.	HRA ANNUAL RENEWAL AND JANUARY FEES	463.45
01/08/2021	131030	JEFF PACE	WAUKESHA REFUND W/S 13422	829.27
01/08/2021	131031	JOHN SEGUIN	WAUKESHA REFUND W/S 17995	392.82
01/08/2021	131032	ROBERT & TRACEY LANGERMAN	WAUKESHA REFUND W/S 17031	1,361.10
01/08/2021	131033	STEVEN KRYTKOWSKI	WAUKESHA REFUND W/S 13473	1,558.11
01/08/2021	131034	VILLAGE OF PEWAUKEE	SHARED PARK & REC PROGRAMS	1,667.62
			DECEMBER LIFEQUEST EMS COLLECTIONS	32,240.97
				33,908.59
01/08/2021	131035	BRIAN OR LAUREN MCDOWELL	WAUKESHA REFUND W/S	689.66
01/12/2021	131036	ARROWHEAD SCHOOL DISTRICT	JAN SETTLEMENT 2020 TAX ROLL	15,063.39
01/12/2021	131037	HAMILTON SCHOOL DISTRICT	JAN SETTLEMENT 2020 TAX ROLL	437,888.91
01/12/2021	131038	PEWAUKEE SCHOOL DISTRICT	JAN SETTLEMENT 2020 TAX ROLL	8,924,883.40
01/12/2021	131039	RICHMOND SCHOOL DISTRICT	JAN SETTLEMENT 2020 TAX ROLL	26,744.47
01/12/2021	131040	WAUKESHA CO TECHNICAL COLLEGE	JAN SETTLEMENT 2020 TAX ROLL	611,533.80
01/12/2021	131041	WAUKESHA CO TREASURER	JAN SETTLEMENT 2020 TAX ROLL	3,069,507.82
01/12/2021	131042	WAUKESHA SCHOOL DISTRICT	JAN SETTLEMENT 2020 TAX ROLL	5,935,655.51
01/12/2021	131043	MICHAEL LEHTINEN	WAUKESHA REFUND W/S 17293	979.34
01/12/2021	131044	DAVID WICHERT	WAUKESHA REFUND W/S 13376	1,558.11
01/15/2021	131045	DALE TETZLAFF	WAUKESHA REFUND W/S 13305	1,558.11
01/15/2021	131046	NATHANEL & CALLIE CAUSEY	WAUKESHA REFUND W/S 17040	1,129.72
01/15/2021	131047	AECOM TECHNICAL SERVICES, INC	ENG STORMWATER MGMT PLAN REVIEW	418.77
01/15/2021	131048	AILCO EQUIPMENT FINANCE GROUP	IT SCANNER	412.00
01/15/2021	131049	AIRGAS USA	FD OXYGEN	62.87

Check Date	Check	Vendor Name	Description	Amount
			FD OXYGEN	110.24
			FD OXYGEN	203.54
				<u>376.65</u>
01/15/2021	131050	AMERICAN STATE EQUIPMENT CO., INC.	HWY TIRE	2,033.25
01/15/2021	131051	APEX SOFTWARE	IT SKETCHING SOFTWARE RENEWAL	1,645.00
01/15/2021	131052	ASPEN RIDGE LANDSCAPING AND TREE SE	FORESTRY TREE REMOVAL	4,370.00
01/15/2021	131053	AT&T CAROL STREAM IL	TELEPHONE	1,013.45
01/15/2021	131054	AUCA CHICAGO MC LOCKBOX	HWY UNIFORMS	80.28
01/15/2021	131055	AUTO ZONE	FD STANDARD SPARK	13.44
01/15/2021	131056	AVANT GRAPHICS	CT BADGES AND BUDDIES	1,952.00
01/15/2021	131057	BADGER METER	SW BEACON MBL HOSTING SERV UNIT	241.56
01/15/2021	131058	BARRY & AMY MAYHEW	0916191 2020 TAX REFUND	151.63
01/15/2021	131059	BROOKFIELD, TOWN OF	SW SEWER	1,203.84
01/15/2021	131060	BUMPER TO BUMPER HARTLAND	HWY AIR AND FUEL FILTER	60.72
			HWY BATTERY	128.49
				<u>189.21</u>
01/15/2021	131061	BURKE TRUCK & EQUIPMENT	HWY 2020 TRUCK #12 REPLACEMENT	40,957.28
			HWY MOTOR, HUB, LIGHTS	1,299.42
				<u>42,256.70</u>
01/15/2021	131062	CALMES, STEVE	HWY 2020 BOOT REIMBURSEMENT	92.39
01/15/2021	131063	CAMP DOC	P&R SUMMER CAMP SOFTWARE	1,350.00
01/15/2021	131064	CENTEC SECURITY SYSTEMS	IT ANNUAL MONITORING	540.00
01/15/2021	131065	CHUBB	POLICY RENEWAL - CYBER ERM	7,892.00
01/15/2021	131066	CINTAS	HWY FIRST AID RESTOCK	32.94
01/15/2021	131067	CINTAS CORPORATION #184	FD MATS	130.41
			FD MATS	61.14
				<u>191.55</u>
01/15/2021	131068	COMET INC.	SW FIX AND REINFORCE HYDRANT TOOL	993.35
01/15/2021	131069	COMPASS MINERAL	HWY SAND AND SALT	23,304.81
01/15/2021	131070	CORE & MAIN LP	SW CONVERSION FLANGE, O-RING, WASHER	844.13
01/15/2021	131071	COREY OIL	HWY CLEAR DIESEL	1,110.59
			HWY UNLEADED FUEL	890.40
			HWY CLEAR DIESEL	561.08
			HWY UNLEADED FUEL	703.69
			HWY CLEAR DIESEL	327.99
				<u>3,593.75</u>
01/15/2021	131072	DAN PLAUTZ CLEANING SERVICE	HR CLEANING	2,790.00
01/15/2021	131073	DANIEL & ASHLEY ROSS	0894982001 2020 TAX REFUND	6,219.95
01/15/2021	131074	DIVERSIFIED BENEFIT SERVICES, INC.	COBRA OPEN ENROLLMENT PACKETS	120.00
01/15/2021	131075	DONNA BOROWSKI	0941988076 2020 TAX REFUND	40.71
01/15/2021	131076	DWD-UI	UNEMPLOYMENT CLAIMS DECEMBER 2020	819.35
01/15/2021	131077	EALES, PAUL	HWY 2020 BOOT REIMBURSEMENT	125.00
01/15/2021	131078	ELLIOTT ACE HARDWARE	P&R SUPPLIES	1,135.89
			SW GLOVES, FASTNERS, CLEANER, SUPPLIES	109.08
				<u>1,244.97</u>
01/15/2021	131079	FASTENAL	HWY DRILL SET	258.17
01/15/2021	131080	FLOORCARE USA	FD FLOORING	35,553.00
01/15/2021	131081	GILBERT MIKULA	0932052002 2020 TAX REFUND	2,811.88

Check Date	Check	Vendor Name	Description	Amount
01/15/2021	131082	GRAINGER	SW BLOCK HEATER	289.00
01/15/2021	131083	GRENZ SERVICE CO. LLC	FD 2021 HVAC AGREEMENT	5,500.00
01/15/2021	131084	HAWKINS, INC.	SW	47.83
01/15/2021	131085	HOGEN ELECTRIC	SW WELL STARTER KIT	7,200.00
			SW SUPPLY AND INSTALLATION OF EQUIP	4,553.00
				<u>11,753.00</u>
01/15/2021	131086	HUMPHREY SERVICE PARTS, INC	HWY OIL AND AIR FILTERS	122.16
			HWY NOTCH CAP AND REAR COVER	43.92
			HWY CABINET	148.22
				<u>314.30</u>
01/15/2021	131087	HYS	BLD CLOTHING	398.34
01/15/2021	131088	INTERNATIONAL CODE COUNCIL	GOVERNMENTAL MEMBER DUES	145.00
01/15/2021	131089	IS OUTFITTERS	IT CISCO ACCESS POINT AND MOUNTING BRACK	170.39
			IT INSTALL AP IN NEW FS GARAGE	343.75
			IT NEW NETWORK SWITCHES BOTH FD	1,843.27
			IT NEW NETWORK SWITCHES BOTH FD	3,224.52
				<u>5,581.93</u>
01/15/2021	131090	JENSEN EQUIPMENT	HWY PROPANE	58.24
			HWY MAKITA	192.94
			HWY POLE PRUNER	628.08
				<u>879.26</u>
01/15/2021	131091	JOANN FLOOD	0941988091 2020 TAX REFUND	1,301.99
01/15/2021	131092	JOEL SMITH	WS 2020 BOOT REIMBURSEMENT	125.00
01/15/2021	131093	JOHN'S DISPOSAL SERVICE	ENG GARGABE/RECYCLING	51,792.86
			ENG DEC LANDFILL CHGS	13,717.29
				<u>65,510.15</u>
01/15/2021	131094	JONATHAN MARTIN	0866011 2020 TAX REFUND	145.89
01/15/2021	131095	JONES & BARTLETT	FD NVA FIRE FIGHTER SKILLS, INSPECTOR	1,178.45
01/15/2021	131096	KAEREK HOMES INC	BLD 200601 OCCUPANCY BOND REFUND	500.00
01/15/2021	131097	KANE ENERGIES	THEFT CITATION	1,200.00
01/15/2021	131098	KWIK TRIP INC.	FD FUEL	525.50
01/15/2021	131099	LAFARGE AGGREGATES ILLINOIS, INC.	HWY DUMP, SMALL	25.00
01/15/2021	131100	LAKE PEWAUKEE SANITARY DISTRICT	SW 4TH QTR SEWER SERVICE	125,248.50
01/15/2021	131101	LIFE-ASSIST INC	FD BANDAGES	27.00
			FD DRESSING, GOWNS, ETC	216.86
			FD GLOVES	565.20
				<u>809.06</u>
01/15/2021	131102	MARIANNE HILTUNEN	2020 DEC MILEAGE REIMBURSEMENT	72.45
01/15/2021	131103	MATTHEW STEVENS	HWY 2020 BOOT REIMBURSEMENT	125.00
01/15/2021	131104	MENARDS	FD START ME UP HANDLE	7.22
			ENG CERAMIC HEATER	139.98
			HWY LED SHOPLIGHT	89.82
			HWY POST SUPPORT	44.97
				<u>281.99</u>

Check Date	Check	Vendor Name	Description	Amount
01/15/2021	131105	MICHAEL & JENNIFER RODGERS	0932022 2020 TAX REFUND	3,978.20
01/15/2021	131106	MOTION & CONTROL ENTERPRISES LLC	HWY CONN BODY HWY TUBE REDUCER	29.55 18.96
				48.51
01/15/2021	131107	MUNICIPAL LAW & LITIGATION GROUP S.	CT LEGAL	10,930.57
01/15/2021	131108	NORTHERN LAKE SERVICE, INC	SW WATER TESTING SW WATER SAMPLE SW WATER TESTING SW WATER TESTING	60.00 60.00 80.00 60.00
				260.00
01/15/2021	131109	OFFICE COPYING EQUIPMENT, LTD	CRT SHARP 3571 CONTRACT FD SHARP MX3070N CONTRACT CT SHARP MX7580N CONTRACT ENG SHARP 4070N CONTRACT SHARP 3571 CONTRACT	6.83 41.78 68.73 484.49 4.64
				606.47
01/15/2021	131110	OFFICE DEPOT	BLD OFFICE SUPPLIES FD OFFICE SUPPLIES FD SPONGE FD STAPLER AND TONER CT SUPPLIES CT SUPPLIES CT SUPPLIES CT SUPPLIES CT SUPPLIES FD WALLET CRT OFFICE SUPPLIES FD DISHWASHING GEL FD FRAME FD TONER FD SUPPLIES	44.53 72.19 16.52 227.14 17.99 493.20 12.28 4.59 73.14 21.58 44.72 64.95 166.17 46.97
				1,305.97
01/15/2021	131111	PAM BLOOR	P&R CLASS REFUND	27.00
01/15/2021	131112	PETER & BETH GUNDRUM	0905013 2020 TAX REFUND	8,951.05
01/15/2021	131113	POMP'S TIRE SERVICE, INC.	HWY SCRAP DISPOSAL FEE	36.00
01/15/2021	131114	PREMIUM WATERS, INC	CRT WATER HWY WATER CRT WATER	65.75 61.50 50.25
				177.50
01/15/2021	131115	RACHEL GRUSS	0924986016 2020 TAX REFUND	88.51
01/15/2021	131116	RAVI KUMAR GUNTHA	0924996114 2020 TAX REFUND	2,012.81
01/15/2021	131117	RICHARD & HEATHER GRINDATTI	0889995002 2020 TAX REFUND	2.10
01/15/2021	131118	ROBERT & CATHERINE KADERAVEK	0914027 2020 TAX REFUND	5,277.99
01/15/2021	131119	ROBERT GILBERT LLC	0934083002 2020 TAX REFUND	330.60
01/15/2021	131120	ROTROFF JEANSON & CO.	2020 PROPERTY TAX EQUIVALENT	75.00
01/15/2021	131121	RUEKERT & MIELKE, INC.	SW ASSISTANCE FOR HMO IMPROVEMENTS SW RESERVOIR ROOF MODIFICATIONS SW CWF FUNDING ASSISTANCE SW RATE STUDY	880.40 1,778.90 529.50 3,332.25

Check Date	Check	Vendor Name	Description	Amount
			SW WATER MODEL UPDATE	2,592.00
			SW WATER MODEL UPDATE	256.00
			SW WATER MODEL UPDATE	834.50
			SW WELL 5 REHABILITATION & PUMP REPLACEM	272.00
			SW RESERVOIR INSPECTION	1,292.00
			SW RESERVOIR INSPECTION	1,257.00
				<u>13,024.55</u>
01/15/2021	131122	SAFETY-KLEEN CORP	HWY SOLVENT	200.00
01/15/2021	131123	SHAWNS DEER PICK UP	HWY DEER PICKUP	480.00
01/15/2021	131124	STARNET TECHNOLOGIES	SW NORTHMOUND SERVICE	2,458.41
01/15/2021	131125	STATE OF WI COURT FINES & ASSMTS	STATES SHARE OF COURT COSTS & ASSESSMENT	7,041.49
01/15/2021	131126	STEVE & MARY WUNDERLICH	0963002 2020 TAX REFUND	1,452.88
01/15/2021	131127	TARGET SOLUTIONS LEARNING	HR TRAINING	4,363.04
01/15/2021	131128	THE MASTER'S TOUCH, LLC	CT ENVELOPES, INSERTS	563.10
01/15/2021	131129	TOM ROGACZEWSKI	HWY 2020 BOOT REIMBURSEMENT	125.00
01/15/2021	131130	TRAFFIC & PARKING CONTROL CO	HWY BARRICADE LIGHTS	296.55
01/15/2021	131131	TRIPLE CROWN PRODUCTS	HWY CLOTHING	671.10
			HWY CLOTHING	278.22
				<u>949.32</u>
01/15/2021	131132	VERIZON	FD TELEPHONE	21.06
01/15/2021	131133	VERMEER - WISCONSIN	HWY CHIPPER KNIVES	43.00
			HWY SCREW AND LIGHT GUARD	39.48
			HWY LIGHT GUARD	96.80
				<u>179.28</u>
01/15/2021	131134	VILLAGE OF PEWAUKEE	JOINT LIBRARY JAN 2021	69,572.99
01/15/2021	131135	WAUKESHA CO TREASURER	COUNTY JAIL ASSESSMENTS	2,669.15
01/15/2021	131136	WAUKESHA COUNTY TREASURER	TRUNKED RADIO #10017	1,675.00
01/15/2021	131137	WAUKESHA WATER UTILITY	SW SEWER SERVICE CHARGE	56,159.44
01/15/2021	131138	WELDERS SUPPLY COMPANY	HWY BAND SAW	2,800.00

100 TOTALS:

(1 Check Voided)

Total of 237 Disbursements:

20,257,425.29

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 4.**

DATE: January 18, 2021

DEPARTMENT: Planning

PROVIDED BY: Nick Fuchs

SUBJECT:

Discussion and Possible Action Regarding Proposed Amendments to the Declaration of Restrictions for the Swan View Farms Subdivision Located at Approximately W239 N4024 Swan Road (PWC 0871-996 and PWC 0871-999) [Fuchs]

BACKGROUND:

The developer of the Swan View Farms subdivision has submitted amendments to the Swan View Farms Declaration of Restrictions.

The developer is proposing to revise legal descriptions pertaining to the storm water maintenance agreement.

The developer is also requesting to amend Section 35 related to outlot ownership and maintenance to be consistent with the outlots as shown on the Final Plat.

An additional option is attached for Common Council consideration that would also revise the deed restrictions to allow any future amendments to be approved by the City Planner, opposed to having to go to the Common Council.

Staff has no objections to these revisions, including delegating staff to approve future amendments.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

Motion to approve the proposed amendments to the Swan View Farms Declaration of Restrictions.

ATTACHMENTS:

Description

Swan View Deed Restrictions legal description revision

Swan View Deed Restrictions outlot revision

swan view deed restrictions staff approval option

Return to: Compass Title, LLC
524 Bluemound Road
Waukesha, WI 53188

Drafted by: Attorney Daniel R. Heiden, State Bar No. 1017551.

Tax Key No. Part of PWC 0871996

**FIRST AMENDMENT TO STORM WATER
MAINTENANCE AGREEMENT FOR SWAN VIEW FARMS**

This Amendment amends the Storm Water Maintenance Agreement for Swan View Farms, recorded January 7, 2021, as Document No. 4546092, is entered into by and between BWC Investments, LLC, hereinafter referred to as the “Owner”, and the City of Pewaukee, hereinafter called the “City”.

The Owner and the City hereby amend said recorded Storm Water Maintenance Agreement for Swan View Farms, as follows:

1. The legal description of the property, as set forth on page 1 of 20, of the recorded document (with page numbering starting after the title page), is revised to read as follows:

“Lot 1 of Certified Survey Map number 12080, recorded in the Office of the Register of Deeds for Waukesha County, Wisconsin on October 30, 2020, in Book 123 of Certified Survey Maps, on Pages 137 through 143 inclusive, as Document No. 4525571, being a part of the Southwest $\frac{1}{4}$ and all of the Northwest $\frac{1}{4}$ and Southeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 2, Township 7 North, Range 19 East, in the City of Pewaukee, Waukesha County, Wisconsin.
Said land contains 4,929,295 Square Feet (or 113.1610 Acres) of land, more or less.”

2. The Exhibit A – Legal Description, as set forth on page 6 of 20 of the recorded document, is hereby replaced with the attachment to this First Amendment to Storm Water Maintenance Agreement for Swan View Farms, being a copy of the actual recorded Plat for Swan View Farms.

Date: _____, _____ 2021

**BWC Investments, LLC, Developer,
and Owner**

By Carl P. Tomich, Managing Member

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) SS.
WAUKESHA COUNTY)

Personally came before me this ____ day of _____, 2021, the above-named Carl P. Tomich, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Print Name: _____
 Notary Public, _____ County, WI.
 My commission expires _____

_____, 2021.

City of Pewaukee

Date: _____, _____ 2021

By: _____
Print Name and Title: _____

Countersigned

Date: _____, _____ 2021

By: _____
Print Name and Title:

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) SS.
WAUKESHA COUNTY)

Personally came before me this ____ day of _____, 2021, the above-named _____, and _____, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Print Name: _____
 Notary Public, _____ County, WI.
 My commission expires _____

SWAN VIEW FARMS

BEING A DIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 13080, BEING A PART OF THE SOUTHWEST 1/4 AND ALL OF THE NORTHWEST 1/4 AND SOUTHEAST 1/4 OF SECTION 2, TOWNSHIP 7 NORTH, RANGE 19 EAST, IN THE CITY OF FENWICK, WILKESHA COUNTY, WISCONSIN.

CENTURY FARM

FARM

ROAD

SWAN ROAD

SWAN VIEW COURT

HILLTOP COURT

SWAN ROAD

SWAN ROAD

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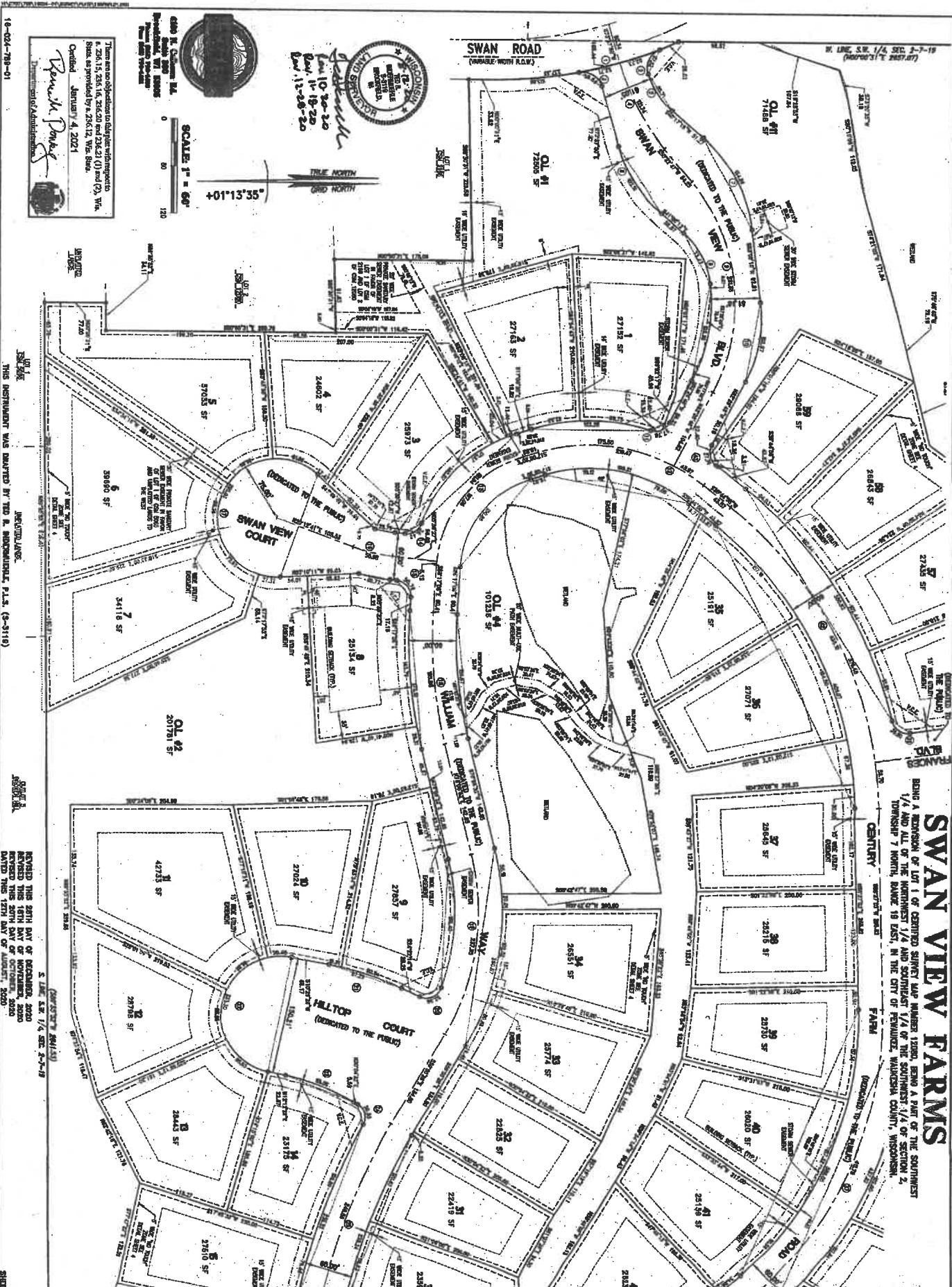
SWAN ROAD

SWAN ROAD

SWAN ROAD

SWAN ROAD

SWAN ROAD



16-024-799-01

7. There are no objections to this plat with respect to the 25th day of December, 2020, and the 25th day of November, 2020, as provided by s. 253.14, Wis. Stat.

Ordained January 4, 2021

Ronald Jones

Register of Deeds

RECEIVED THE 25TH DAY OF DECEMBER, 2020

RECEIVED THE 25TH DAY OF NOVEMBER, 2020

DATED THIS 17TH DAY OF JUNE, 2020

5. L.M.C. S.W. 1/4 SEC. 2-7-19

THE INSTRUMENT WAS DRAFTED BY TED R. MCDONALD, P.L.S. (2-3116)

SHEET 2 OF 6

BEING A REDVISION OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 12000, BEING A PART OF THE ROUTINVEST 1/4 AND ALL OF THE NORTHWEST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 2, TOWNSHIP 7 NORTH, RANGE 10 EAST, IN THE CITY OF PEWABEE, WAUSHARA COUNTY, WISCONSIN.



Age Group	Should Take Action (%)	Should Not Take Action (%)
18-29	60	40
30-49	60	40
50-69	60	40
70+	60	40

There are no objections to this plot with respect to 2. 23.6, 15, 23.6, 1.6, 20.8, 20 and 23.6, 2.1 (1) and (2). With

Reverend Parker

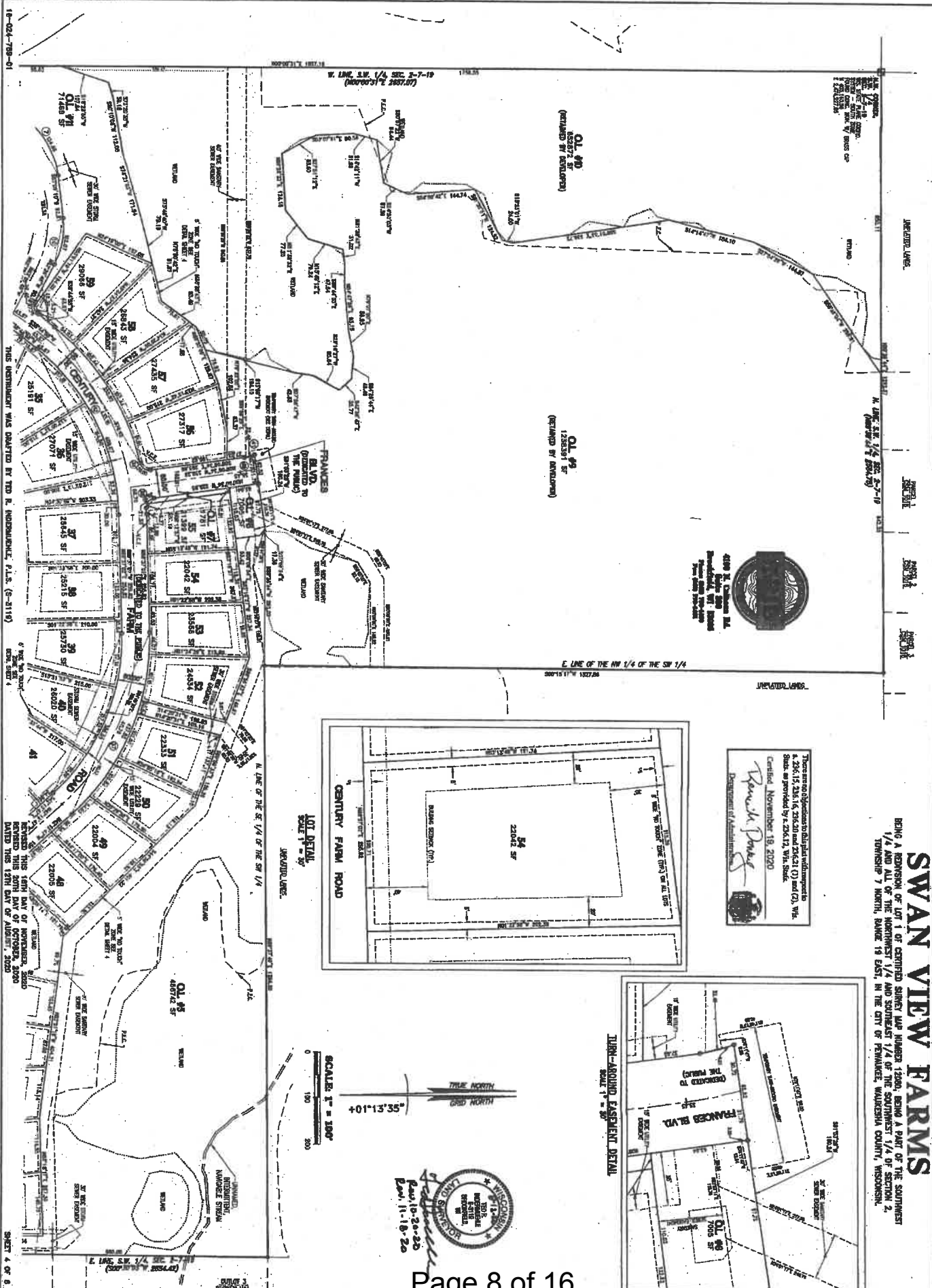
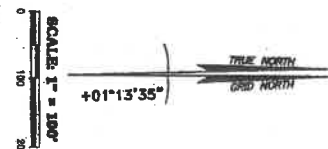
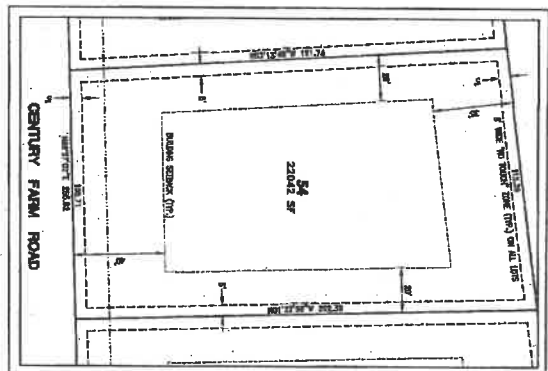
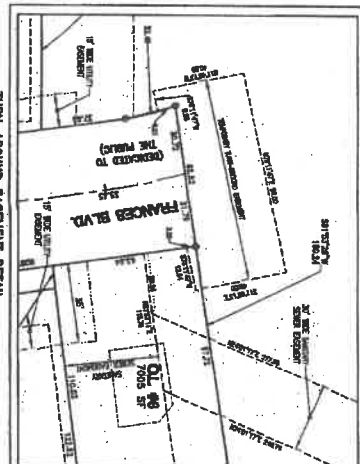
S. LINE. S.W. 1/4 SEC. 2-7-10

REVISED THIS 26TH DAY OF DECEMBER, 2020
REVISED THIS 16TH DAY OF NOVEMBER, 2020
REVISED THIS 20TH DAY OF OCTOBER, 2020
DATED THIS 12TH DAY OF AUGUST, 2020

SWAN VIEW FARMS

BEING A REVISION OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 12008, BEING A PART OF THE SOUTHWEST 1/4 AND ALL OF THE NORTHWEST 1/4 AND SOUTHWEST 1/4 OF SECTION 2, TOWNSHIP 7 NORTH, RANGE 19 EAST, IN THE CITY OF FARMERS, WAUKESHA COUNTY, WISCONSIN.

There are no objections to this plat with respect to a 25% 15, 24% 16, 25% 20 and 25% 21 (C) and (D), WA. State, as provided by a 25% 17, WA. State.
 Certified November 18, 2020
Russell D. Papp
 Deputee of Agriculture



BEING A REDIMENSION OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 12000, BEING A PART OF THE SOUTHWEST 1/4 AND ALL OF THE NORTHWEST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 2, TOWNSHIP 7 NORTH, RANGE 19 EAST, IN THE CITY OF PEWEE, WAUKESHA COUNTY, WISCONSIN.

There are no objections to this plea with respect to a. 236.14, 236.16, 236.20 and 236.21 (1) and (2), Wts. Stats. as provided by a. 236.12, Wts. Stats.

Department of Administration
Reynold D. Davis

[illegible]

Return to: Compass Title, LLC
524 Bluemound Road
Waukesha, WI 53188

Drafted by: Attorney Daniel R. Heiden, State Bar No. 1017551

Tax Key No. Part of PWC 0871996

**FIRST AMENDMENT TO DECLARATION
OF RESTRICTIONS FOR SWAN VIEW FARMS**

This Amendment amends the Declaration of Restrictions for Swan View Farms, recorded January 7, 2021, as Document No. 4546091.

1. Section 35 of said recorded Declaration is hereby amended entirely to read as follows:

“35. OUTLOTS

“The Swan View Farms Subdivision Plat contains common areas designated at Outlots 1, 2, 3, 5, 7 and 11. Each lot in Swan View Farms, including but not limited to any future phases and/or additions, shall be deemed to include an equal undivided ownership interest in the Outlots listed above in this Section 35, and each conveyance of a lot in Swan View Farms and any future phases and/or additions shall be deemed to include the conveyance of such undivided interest, whether or not specifically set forth in the instrument of conveyance. Outlot 8 will be dedicated to the City. Outlots 4 and 6 will be retained by the Developer for future development or use. Outlot 10 will be retained by the Developer for preservation purposes. The Association will maintain Outlots 4, 6, 8 and 10 as part of their responsibility and pay any property taxes and at their cost, as to Outlots 4 and/or 6, until said Outlots are actually used and/or developed by Developer, as to Outlot 8, until such time as Outlot 8 is dedicated to the City, and as to Outlot 10 from today forward. Outlot 9 is to be retained by Developer for future development. As set forth on the Plat for Swan View Farms, the Developer has granted easements to the public for the use of the paths within the Outlots. Developer further expressly retains the right to grant additional easements for the use of common Outlots. The Developer may add additional lands and/or Outlots to the Association at a later date.”

_____, 2021.

City of Pewaukee

Date: _____, _____ 2021

By: _____
Print Name and Title: _____

Countersigned

Date: _____, ____ 2021

By: _____
Print Name and Title: _____

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) SS.
WAUKESHA COUNTY)

Personally came before me this ____ day of _____, 2021, the above-named _____, and _____, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Print Name: _____
 Notary Public, _____ County, WI.
 My commission expires _____

Return to: Compass Title, LLC
524 Bluemound Road
Waukesha, WI 53188

Drafted by: Attorney Daniel R. Heiden, State Bar No. 1017551

Tax Key No. Part of PWC 0871996

**FIRST AMENDMENT TO DECLARATION
OF RESTRICTIONS FOR SWAN VIEW FARMS**

This Amendment amends the Declaration of Restrictions for Swan View Farms, recorded January 7, 2021, as Document No. 4546091.

1. The 3rd sentence of Section 29, on Page 11, of said recorded Declaration, is hereby amended to read as follows: "Notwithstanding the foregoing, annulments, waivers, changes, modifications or amendments must be approved by the City Planner & Community Development Director, unless that person directs the City Council or another City Staff Member or Members to decide the issue."
2. Section 35 of said recorded Declaration is hereby amended entirely to read as follows:

"35. OUTLOTS

"The Swan View Farms Subdivision Plat contains common areas designated at Outlots 1, 2, 3, 5, 7 and 11. Each lot in Swan View Farms, including but not limited to any future phases and/or additions, shall be deemed to include an equal undivided ownership interest in the Outlots listed above in this Section 35, and each conveyance of a lot in Swan View Farms and any future phases and/or additions shall be deemed to include the conveyance of such undivided interest, whether or not specifically set forth in the instrument of conveyance. Outlot 8 will be dedicated to the City. Outlots 4 and 6 will be retained by the Developer for future development or use. Outlot 10 will be retained by the Developer for preservation purposes. The Association will maintain Outlots 4, 6, 8 and 10 as part of their responsibility and pay any property taxes and at their cost, as to Outlots 4 and/or 6, until said Outlots are actually used and/or developed by Developer, as to Outlot 8, until such time as Outlot 8 is dedicated to the City, and as to Outlot 10 from today forward. Outlot 9 is to be retained by Developer for future development. As set forth on the Plat for Swan View Farms, the Developer has granted easements to the public for the use of the paths within the Outlots. Developer further expressly retains the right to grant additional easements for the use of common Outlots. The Developer may add additional lands and/or Outlots to the Association at a later date."

3. The Legal Description, as attached to said Declaration as Exhibit “A” is revised to read as follows:

“Lot 1 of Certified Survey Map number 12080, recorded in the Office of the Register of Deeds for Waukesha County, Wisconsin on October 30, 2020, in Book 123 of Certified Survey Maps, on Pages 137 through 143 inclusive, as Document No. 4525571, being a part of the Southwest ¼ and all of the Northwest ¼ and Southeast ¼ of the Southwest ¼ of Section 2, Township 7 North, Range 19 East, in the City of Pewaukee, Waukesha County, Wisconsin.”

Said land contains 4,929,295 Square Feet (or 113.1610 Acres) of land, more or less.”

Date: _____, ____ 2021

BWC Investments, LLC, Developer

By Carl P. Tomich, Managing Member

ACKNOWLEDGMENT

[illegible]

Personally came before me this ____ day of _____, 2021, the above-named Carl P. Tomich, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Print Name: _____
 Notary Public, _____ County, WI.
 My commission expires _____

_____, 2021.

City of Pewaukee

Date: _____, _____ 2021

By: _____

Print Name and Title: _____

Countersigned

Date: _____, ____ 2021

By: _____

Print Name and Title: _____

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) SS.
WAUKESHA COUNTY)

Personally came before me this ____ day of _____, 2021, the above-named _____, and _____, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Print Name: _____
Notary Public, _____ County, WI.
My commission expires _____

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 5.**

DATE: January 18, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action to Proceed with the Design and Public Bidding of a New Department of Public Works Garage [Klein]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Complex Study Report

Ehlers Capital Impact

Tax Impact

CITY OF PEWAUKEE

Municipal Complex Comprehensive Analysis- Facilities Condition Assessment Space Needs Assessment Conceptual Design

June 11, 2020
Final Report



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SECTION 1

EXECUTIVE SUMMARY

SCOPE OF STUDY

The objective of this study was to identify the costs to maintain and repair the existing City Hall/DPW facilities on Pewaukee Road, tabulate future space needs for the building and yard facilities, and develop concept plans and costs for expanding and rearranging the municipal complex.

The buildings involved include the City Hall, Highway Garage, Storage buildings and the DPW Yard facilities. The City Police station and its storage building were a lesser focus of the study. The Water Tower and Pump Building were not included in this study and are assumed to be staying in place.

Offsite Park and Utility structures were evaluated for the purposes of relocating their building functions to the Municipal Complex. In addition, the consolidation of all of Highway, Park and Utility fleet, repair shops and storage needs in to one DPW Garage was also explored.

Barrientos Design & Consulting, the architectural consultant, provided architectural and engineering services in two major tasks: Data Acquisition—including a Facility Condition Assessment & a Space Needs Assessment—and Conceptual Design for expansion at the existing site for City Hall/DPW. The consultant conducted onsite interviews with the staff and toured the facility to observe usage, equipment, storage and general architectural needs.

EXISTING FACILITY CONDITION

The City Hall/DPW facility was originally constructed as a Village Hall/Garage starting in 1964. Over the last 56 years there has been a series of additions and alterations that have varied in construction quality and extent. The history of the construction is as follows:

1. 1964, Original Town Hall and Garage.
2. 1978, Town Hall Addition. Highway took over the Parking Bays.
3. 1992, Second Story Addition for Town Hall offices and over-roofing of Garage Bays with a metal roof. The access drive was moved up to the intersection with Green Road.

4. 2003, City Hall Addition to the East. City Hall Council Chamber was added.
5. 2017, City Hall Improvements. This restructured the Garage north wall and regraded the area between the Garage and the Pump Station. The City Hall was re-roofed, HVAC units were upgraded, and a mechanical attic added.

Currently, the City Hall offices have adequate workstation space but are lacking in storage areas and efficient security barriers. The heating and ventilation of this space lacks proper control and balancing of temperatures. The heating systems for the Hall are located in three separate mechanical rooms and are not synchronized for maintaining even temperatures throughout.

Overall, the City Hall structure is in good condition as it meets the spatial needs of the Departments and the building HVAC and power systems have been recently updated.

The Highway Garage, below, has had less quality renovations and requires significant masonry, floor slab, bathroom ADA and accessibility, and energy efficiency renovations. Moreover, the personnel areas for the crew are not Code compliant and lacking basic privacy, gender separation, and fixtures to operate to Code. The Garage's HVAC system is primarily hung heating units with many being 40 years old plus, beyond repair and likely to fail in the next five years.

We do not recommend upgrading the Highway Garage space to a Business (B1) occupancy where the staff can lunch, locker, office, and assemble. This upgrade would trigger a long series of Code compliances that would require a complete overhaul of the HVAC and plumbing systems along with creating significantly larger personnel rooms, taking up equipment storage space.

In turn, we recommend the existing Highway Garage be downgraded as a Tempered Storage facility for trucks, parts and bulk items and lower its building occupancy classification to Storage – S1. That, or the City consider demolishing this nearly 60 year-old structure and start over with a new and modern structure in its footprint.

The existing Yard site presents a constrained driving pattern in to and out of the Complex by funneling both City and public traffic through the same drives and gates. This creates a traffic hazard with larger commercial trucks and construction pieces crossing paths with the

public vehicles. This also leaves the Yard vulnerable to theft or damage from non-City staff.

There are three Storage buildings that have varying deficiencies and life expectancies. The shared Utility/Park storage is in good condition but it is in line with DPW truck traffic. The Cold Storage building is a pole-barn structure with wood siding and no insulation or wind barrier. One portion has been sheathed with wood plywood and heated for truck storage. The Salt Storage Shed is at the end of its useful life due to structural deterioration of the scissor trusses and a bulging wall. The Architect recommends that these buildings be replaced in the next five years or be demolished/relocated to make way for a new Yard footprint.

The sloped topography of the Complex restricts how much “flat” area can be created for both building and yard functions. In the western portion of the site, creating more of a building pad footprint will require retaining walls to hold back the slope.

The original Town Hall from the 1964 was constructed with the Hall access drive being to the south so there was no downslope drive into the Yard. This changed once the Railroad overpass was constructed and the Complex’s access was shifted north and up to Green Road.

An environmental Phase 1 report was completed and noted the City’s clean-up in 1992 of the fuel tanks as being a Controlled Recognized Environmental Condition. Data gaps exist for an adjacent UST north of the property. The report also indicated that inside the City Hall and Garage there is the likelihood of asbestos and that any major renovation would require cleaning or containment. Overall, none of these conditions will significantly impact redevelopment of the Yard or buildings.

SPACE NEEDS ASSESSMENT

The space needs assessment was a zero-based programming effort that looked at what space is optimally needed for City Hall and DPW operations. After identifying the space needed we then compared this to the current space allocations and noted the increase of 54,396 SF.

Key factors driving the amount of space needed are the amount of staff, type and amounts of vehicles and equipment, and the various specific room functions. The amount of staff to be housed in the Municipal Complex includes City Hall staff, (plus future) and DPW employees (current, plus seasonal and future). This totals 70 staff members

operating from all departments and this also indicates the amount of parking stalls needed for staff only.

The City Hall and Department offices currently have 30,257 SF and the recommended amount is 33,484 SF—an increase of 3,227 SF. Most of the recommended space increase is in public meeting areas and record storage facilities.

The DPW Garage currently has 10,712 SF and we recommend 61,881 SF—an additional 51,169 SF of building area. Most of the new area is centered on allocating heated vehicle parking for all the departments.

Overall, for both the City Hall and the DPW space needs, we recommend 95,365 SF. There now exists 40,969 SF—a recommended increase of 54,396 SF.

CONCEPTUAL EXPANSION PLANS

The main constraint for master planning a new large building on this site is the narrow depth offered by the parcel. This long stretch of land creates a situation where building functions must be lined up along the entire length of the site, not adjacent to where they need to be. Moreover, the Water Tower & pump building facilities must stay in place, taking up a large middle section of the site.

The DPW functions are affected by this narrow configuration in that the Yard stockpiling area reduces drastically in available real-estate, due to the design allocation of the new DPW heated garage/staff space. Specifically, the entire recycling department does not fit on the site and will have to be relocated as an off-site department.

The existing building location and frontage access road off of Pewaukee Road, prohibit any expansion to the east side of the site. On the south side there is the Railroad easement that restricts any kind of site usage 20' off of the lot line. On the far west side the site narrows to 180' and On the north side there is a current standard 25' building set back from the lot line, plus another 20' electric power pole easement restriction.

Additional constraints of the site are the code required 60% maximum impervious surface area and 40% minimum retained 'green space'. The code requires a storm water management system, of which all design options call for an underground system because there is no site area left over that is large enough to incorporate an above ground pond.

Given these constraints, we explored three diagram layouts where the existing 2-story City Hall and office building remains and receives minor security and office renovations, and a new “all department” DPW Heated Garage/staff building, Salt Storage building, and Cold and Bulk storage building are to be located on the west side of the site. A fourth layout was explored where Park & Utility facilities would be located off site. In summary, these options included:

1. A) The existing City Hall to remain and receive minor interior security and office renovations, repurpose the current 1964-1978 Heated Garage and staff space to become Cold storage, a new “all department” DPW Heated Garage/staff building to be located on NW corner of site, a new & larger Salt Storage building to be located at current site location, and new Cold and Bulk storage building to be located on the south side of the site. The existing, mixed-use, large Cold storage building to be demolished or relocated off site and the existing, mixed-use, small, masonry Cold storage building to remain. Note: Recycling department to be relocated off-site.
B) Incorporates all the design of 1 “A”, plus adds a 14 space parking lot off of the existing North lot, with a new 30’ access road to the new DPW Heated Garage/Staff building.
2. The existing City Hall to remain and receive minor interior security and office renovations, repurpose the current 1964-1978 Heated Garage and staff space to Cold storage, a new “all department” DPW Heated Garage/Staff building to be located on SW corner of site, a new & larger Salt Storage building to be located at current site location, and new Cold and Bulk storage building to be located on the far west end of the site. Note: Recycling department to be relocated off-site.
3. A) The existing City Hall to remain and receive minor interior security and office renovations, repurpose the current 1964-1978 Heated Garage and staff space to Cold storage, add onto this a new single loaded bay linear “all department” DPW Heated Garage located along the entire NW of site, and at the middle of these bays (where the design jogs tight to the north building set back line) add a 2nd floor level for staff, a new larger Salt Storage building to be located at the far west of the site, and new Cold and Bulk storage building to be located on the southwest side of the site. Note: Recycling department to be relocated off-site.

- B) Incorporates all the design of “A”, plus adds a 14 space parking lot at the North central location on site with a new 30’ access road to the new DPW Heated Garage/staff building.
4. The existing City Hall to remain and receive minor interior security and office renovations, repurpose the current 1964-1978 Heated Garage and staff space to become Cold storage, a new reduced optimal DPW Heated Garage/Staff building (excludes Parks & Utilities) to be centrally located on the West side of the site, a new, larger Salt Storage building to be located at the far NW corner of the site. The existing, mixed-use, large Cold Storage to be demolished or relocated off site and the existing, mixed-use, small, masonry Cold storage to remain. An additional 14 parking spaces are added off the new North parking lot extension, 13 new employee parking spaces off of the new DPW garage, and 10 off the old Salt Storage location. Off the new North parking lot extension a 30 foot wide drive adds another access road to the new DPW garage. Note: Recycling, Parks, & Utilities department to be relocated off-site.

BENEFITS GAINED & NEXT STEPS

Expanding facility SF will benefit workflow efficiency and productivity across all City Departments. The City will have a DPW Garage/Staff building that is appropriately sized for current and foreseeable operations, and a City Hall that better supports public interaction and meetings.

The next steps for the City are to select one option and move it forward to a Conceptual Site and Building Design level. Conceptual design includes site plan layout documenting all buildings and yard facilities, as well as building plans that illustrate room layouts. Once a concept design is approved it can be advanced to a Preliminary Design where the building and systems are designed to a greater detail. The Preliminary Design will also initiate a greater level of site investigation and site engineering along with identification of required permits and approvals required.

SECTION 2

SCOPE OF WORK & METHODOLOGY

INTRODUCTION

For this Comprehensive Study, Barrientos Design, the Architect, evaluated the condition of the W240 N3065 Pewaukee Road (municipal complex) and then developed long-term options for expansion, renovations and alterations. The recycling yard was evaluated for relocation to this site and three other City owned parcels.

The City functions involved in this study include these groups:

1. City Hall/Administration
2. Public Works
3. Parks & Recreation
4. Utilities
5. Sheriff's Substation
6. Recycling Center

The Architect provided architectural and engineering assessments of these City facilities along with a space needs and an expansion study in two task described below. A topographic survey was contracted provided through a survey company and is included in our fee for Task 1. Later, a Phase 1 Environmental study was developed and included in the scope.

TASK 1 – DATA ACQUISITION

Specific analysis tasks and deliverables included:

1. Topographic survey of W240 N360 Pewaukee Road
2. Environmental Phase I survey
3. Created a base floor and site plan for planning and work identification purposes. Yard building footprints were documented.
4. Taking the field survey, created a base site plan indicating existing features.
5. Documented the facility condition of the municipal complex through photographs and plan notations. Building components covered include: architecture, structural, HVAC, electrical and

site infrastructure including paving, drainage and retaining walls.

6. Interviewed staff on the history of maintenance, items needing repairs, those not functioning, and operational deficiencies in the flow, relationship and sizing of the rooms.
7. Developed an assessment of the facilities noting repair needs, capital improvements needed, spatial deficiencies, code compliance, workplace safety items, life safety requirements, HVAC system condition and general electrical and site engineering.
8. Developed a cost estimate to maintain and repair the buildings as is over the next ten years
9. Estimated anticipated lifespan of facilities and buildings.
10. Identified areas or portions of buildings that require the most cost investment to remodel or repair.
11. Identified areas that are best suited for renovation or reuse. Similarly, for the site, identified areas that need redevelopment and could be best used for other purposes.
12. Prepared a technical narrative on how well or deficiently the buildings and site support City Hall and DPW operations.
13. Reviewed four City owned properties for use as a Recycling Center.

The space needs assessment quantified the amount of space needed for each function along with key architectural criteria such as heights, clearances and major equipment needs for the City Hall and DPW operations.

14. For the City Hall, interviewed staff and intake facility data on: staff positions, officing/workstation needs, storage, records, meetings, public interface, and customer service.
15. Determined optimal area for offices, meeting rooms, storage, public service area and utility rooms. Incorporated future staffing and service changes.
16. For the DPW, interviewed staff and took in facility data on: fleet composition, rolling stock, major fixed equipment, parts and bulk storage, mechanics, and operators, Yard storage, salt and fueling.
17. Determined the optimal number and size for parking stalls, repair bays, shops, lunchroom and locker rooms, parts storage and bulk yard storage areas.

18. Projected out what growth or changes are expected in the fleet, staff and material over the next ten years.
19. For the whole complex, developed an Optimal Room Program that identifies the needed space and configuration for the room. Compared recommended square feet against existing square feet and identified increases in SF.
20. Onsite, observed the flow of staff, public, parking, shop operations, vehicles, and material movement. Recommended the best relationship the functions should have to each other.
21. Created a to-scale plan diagram reflecting the optimal room program sizes and relationships. Compared this diagram against the current layout.
22. Presented these findings in a report format along with a visual presentation suitable for a Board meeting.

TASK 2 – CONCEPTUAL DESIGN AT CURRENT SITE

With the optimal rooms sizes established, the Architect developed layout options at the current Municipal Complex.

Specific planning tasks included:

- 1) Assessed the site's development features:
 - a) Existing building footprints including water tank and set back lines
 - b) Street access points, drainage swales, utility lines
 - c) Topography and stormwater collection
- 2) Took the Space Needs established in Task 1 and created six site plan arrangements within the current parcel. Options were developed to a diagrammatic plan level. Possible variations considered included:
 - a) Remodel City Hall; remodel DPW Garage with an expansion. Relocate some yard functions within this parcel.
 - b) Remodel City Hall, rebuild and expand DPW Garage at current location. Relocate portions of the yard facilities within this parcel.
 - c) Remodel City Hall, rebuild DPW Garage in other area, repurpose existing Garage for other City uses.
 - d) Rebuild both City Hall and the DPW Garage at another location within this parcel. Relocate various yard functions.
- 3) Reviewed and met with staff to discuss merits and drawbacks of each option.

- 4) A technical narrative describing the building and site construction elements.
- 5) Conceptual cost estimates for each option.
- 6) Assessed operational benefits of the Concept Design as to how it improves office and shop operations. Identified increases in space and how this impacts operations. Identified building efficiencies gained from new layout.
- 7) A narrative summarizing next step in site planning and a probable design schedule.

SECTION 3

EXISTING PLANS & CONSTRUCTION HISTORY

INTRODUCTION

As part of the information gathering portion of the study, Barrientos Design translated the information from the original construction plans into a CAD model and assessed site and building construction over the four major construction projects.

The City Hall/DPW facility was originally constructed as a Village Hall/Garage starting in 1964. Over the last 56 years there has been a series of additions and alterations that have varied in construction quality and extent. The history of the construction is as follows:

1. 1964, original Town Hall and Garage. It appears that the Garage Bays were built in two stages from an even earlier period. The original drive access was off of Pewaukee Road from the lower south portion of the parcel. This was a masonry structure with brick faced directly over the concrete block walls with no insulation, vapor barrier, air and drainage channel, no bottom of wall weeps and not metal flashing at windows, doors or changes in construction. The roofs were flat, with built-up felt and tar applications.
2. 1978, Town Hall Addition. The administrative offices moved in to the new section, leaving Highway to take over the Parking Bays. The construction assembly was similar to the original Town Hall of 1964 with a flat roof. This addition is now totally covered up by later construction and is the Police Station footprint.
3. 1992, 2nd Story Addition for Town Hall offices and over-roofing of Garage Bays with a metal roof. This created a new public City Hall entrance on the north and higher end of the site. The access drive was moved up to the intersection with Green Road, creating a down sloping drive to the Public Works Yard. The roof was a single pyramid shape covered in metal panels. In the Highway Garage, a third bay, and final, to the west was constructed.
4. 2003, City Hall Addition to the East. This created the offices where the Administrator is now located on the 2nd level. On the

1st level, the City Hall Council Chambers were added. This addition made for a very complicated roof structure with many hips and valleys. The new metal roof covered over both the new footprint and over portions of the existing 1992 roofing. New mechanical units and closets were constructed to handle different zones of the Hall. No work was undertaken on the Garage.

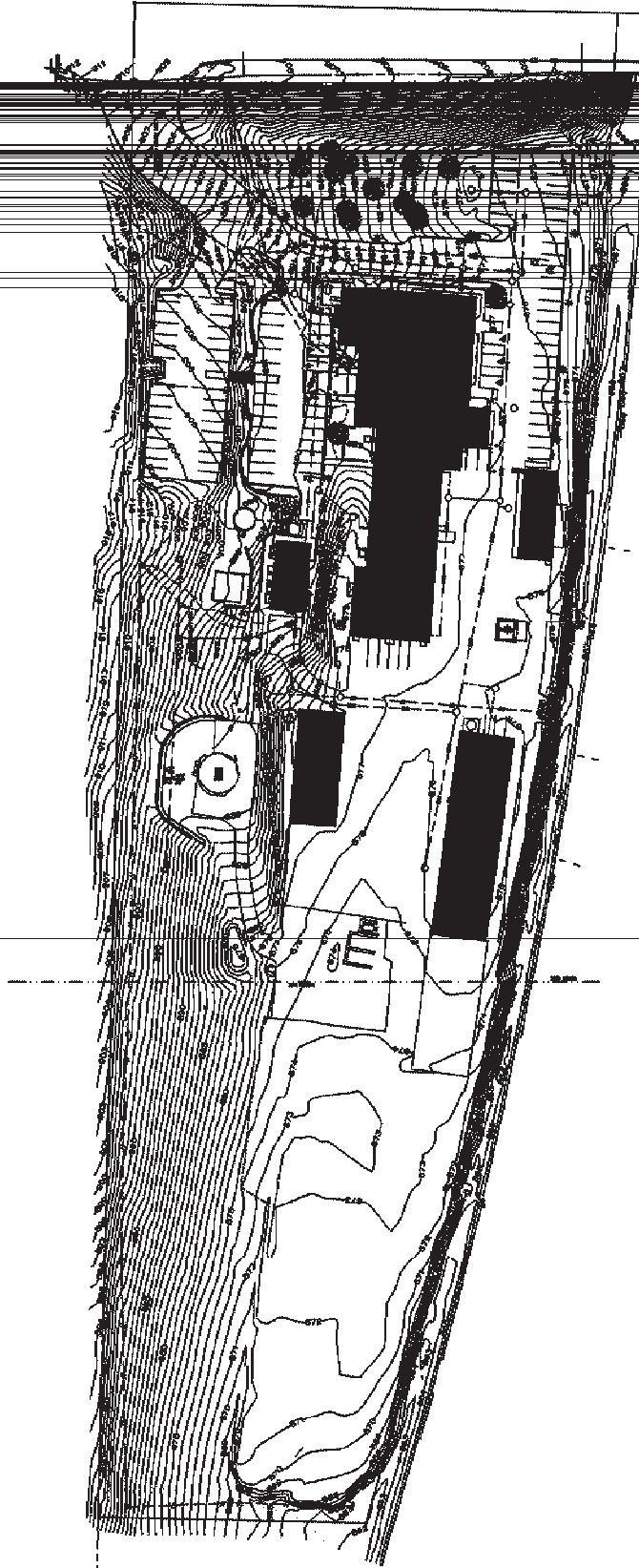
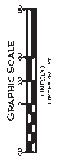
5. 2107 City Hall Improvements. This restructured the Garage north wall and regraded the area between the Garage and the Pump Station. Due to leaks from the 2003 roofing, the metal roofing was replaced with a membrane system that simulates the look of a metal roof. HVAC units were upgraded, power distribution enhances, exterior brick and window repairs/replacements undertaken only on the north face, and a mechanical attic added over Garage Bay 2. Not all of the Garage improvements considered by the design team were undertaken and it appears as a way to not trigger ADA and other Code compliance work. Aside from the north wall restructuring, no significant upgrade work was undertaken in the Garage space.

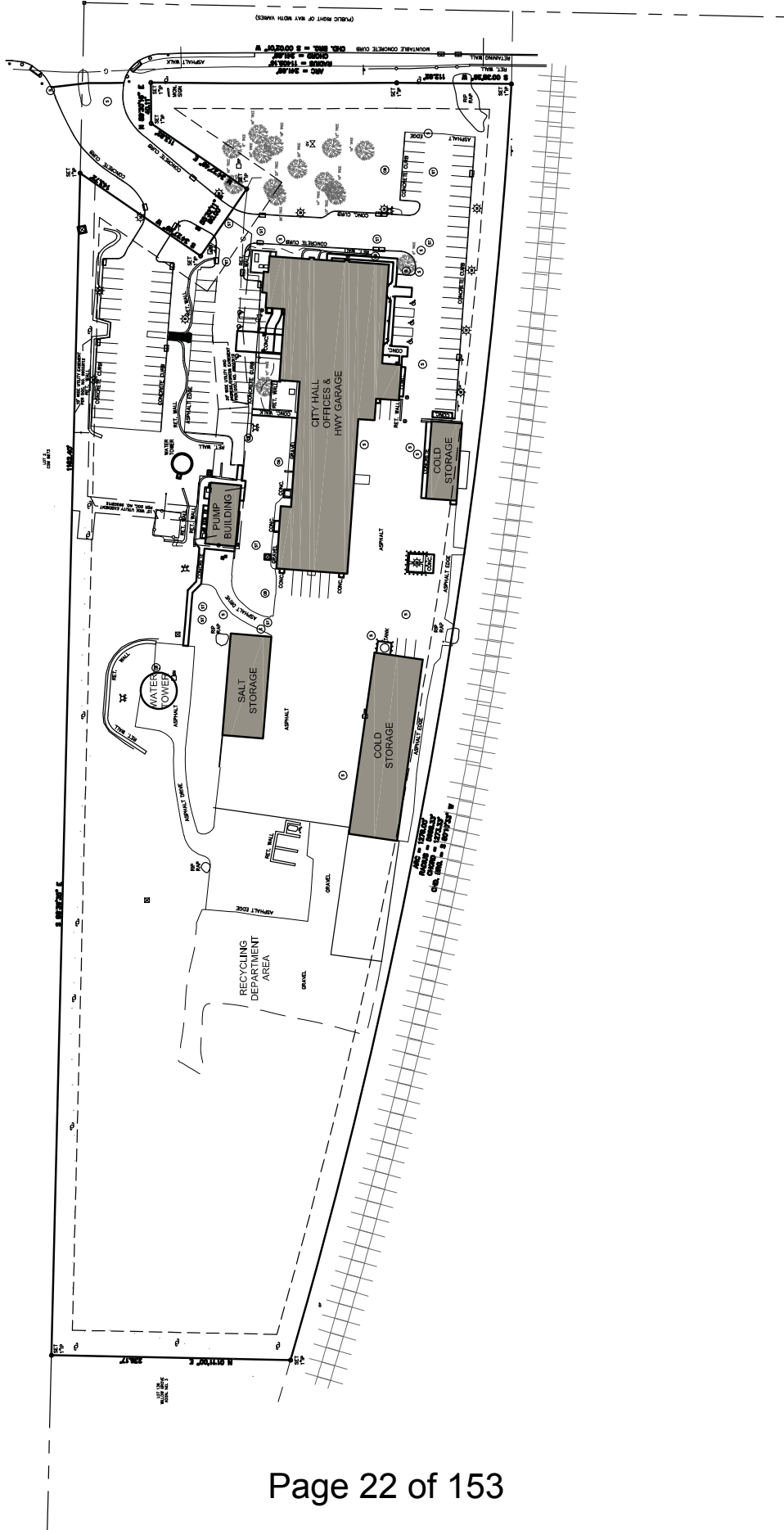
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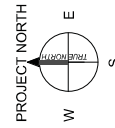
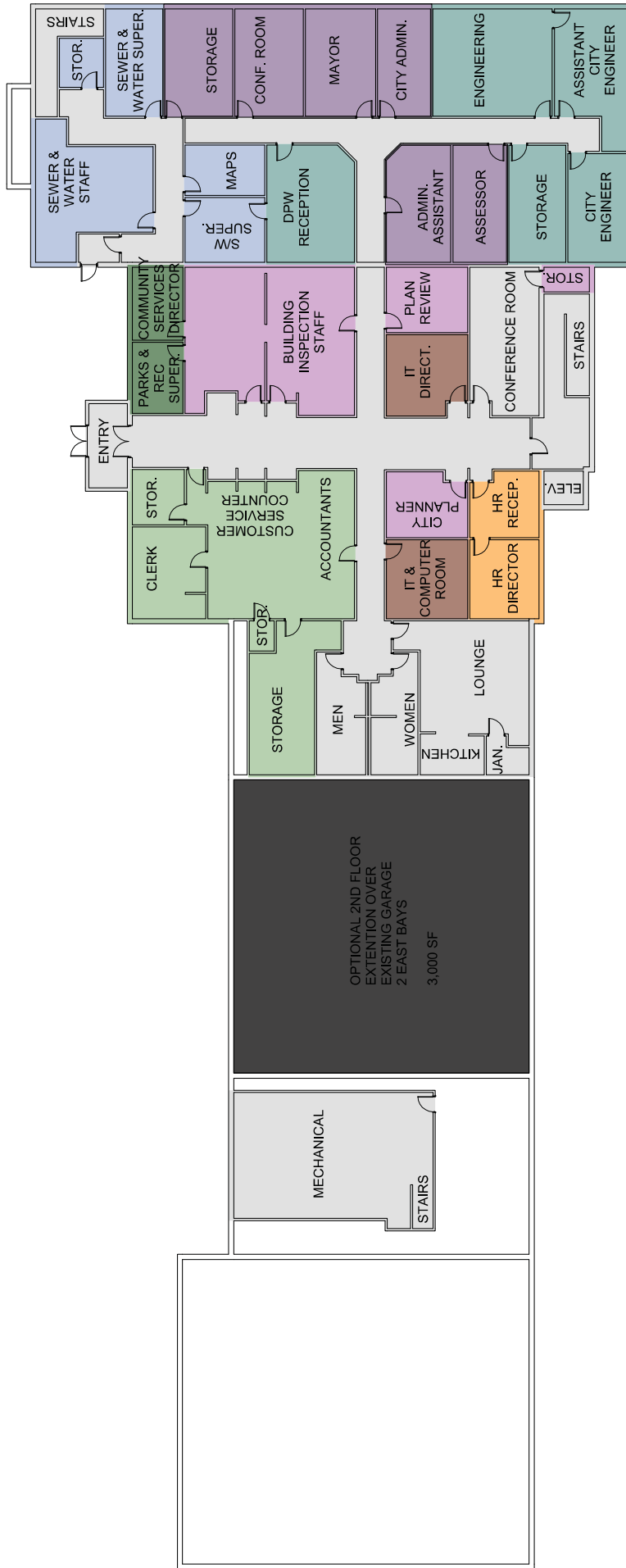
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Scale: 1"=100'

EXISTING SITE PLAN



ADMINISTRATION 1,390 SF	IT 477	PARKS & REC 2,321 SF	COUNCIL CHAMBERS 4,204 SF
CLERK 1,603 SF	PLANNING/BLDG INSP 450 SF	UTILITIES 1,617 SF	POLICE/COURTS 6,989 SF
EMPLOYEE SERVICES 361 SF	ENGINEERING 1,327 SF	COMMON FUNCTIONS 4,204 SF	HIGHWAY/SW GARAGE 9,710 SF

EXISTING SECOND
FLOOR PLAN

50859- CITY HALL IMPROVEMENTS FOR:
THE CITY OF PEWAUKEE

CONCEPTAL PRE-DESIGN STUDY
01.03.20





SECTION 4

EXISTING FACILITY CONDITION ASSESSMENT

INTRODUCTION

As part of this report Barrientos Design and Harwood Engineers toured and assessed the City Hall and Public Works building and site.

On-site observations were made, original construction documents were reviewed and compliance with current codes was assessed. In the following pages the building will be discussed in further detail. The detailed analysis of the building includes an existing condition assessment and recommended repairs over the next ten years. Cost estimates for the repair work were also generated.

ARCHITECTURAL ASSESSMENT

The original building, a town hall and garage, was constructed in 1964 and has had a second story addition for town hall offices in 1992. This created a new public City Hall entrance on the north and new access off Green Road, which led to a new down sloping access drive to the Public Works Yard. In 2003, a large two story addition to the east created a new City Hall Council Chamber, support space, and Police Station on the first floor. Above this new first floor footprint are the second floor department offices where the Administrator and all supporting department offices currently operate. In 2017, City Hall took on extensive renovations to the 2003 roof, which required the entire roof to be redone (*see Photo A3.8 – A3.9*). The north wall of the Garage was restructured and the land re-graded from the Garage wall to the Pump Station for proper site drainage. A second floor mechanical attic space was designed above the second garage bay to house a new HVAC system that supports the City Hall, and electrical upgrades were globally addressed.

CITY HALL OFFICES

The City Administration offices are located on the second floor of the shared DPW and City Hall building. The offices are accessible to the public on the second floor north main. The offices are also accessible by the stairs or elevator off the south side first floor Lobby/corridor. All departments are accessed through a main North/South middle corridor intersected by a main East/West corridor, where the East dead-ends to a final double loaded North/South corridor and the West dead-ends to Public Restrooms and Staff Lounge Common space.

Overall the second floor offices are in good working condition. They were last remodeled in 2003. All spaces meet code requirements to date. The interior finishes are seeing some wear, especially the carpet, paint/wall coverings, and doors.

The original DPW Garage, Police/Courts, and City Council Chamber are all located on the first floor and are separately accessible to the public via the south lower parking lot, of which grade is at the first floor level. Each division has its own entry door. The Council Chamber is on the east, the Police area is in the middle and the Garage is to the west.

ADMINISTRATION OFFICES (2ND FLOOR)

The functioning offices include City Mayor, City Administrator, City Assessor, Administrative Assistant, Files/Record Storage, and Conference Room. The total number of staff is currently 6. The current existing space totals 1,280 SF with an optimal at 1,664 SF. Per our meetings to date; staff has expressed no major changes are needed for this department.

CLERK OFFICES (2ND FLOOR)

The functioning offices include City Clerk, Accountants, Customer Service Counter, Active Record& Files, Archive Records, and Voting Machine Storage. The total number of staff is currently 9. The current existing space totals 968 SF with an optimal space total of 1,258 SF. Per our meetings to date; staff has expressed the need for a small expansion of space needs (*see Photo A1.4*). This expansion will address the two accountant's need for visual barriers, and would require that two separate offices be designed.

EMPLOYEE SERVICES (2ND FLOOR)

The functioning offices include Human Resource Director, HR Administrative, and Reception Waiting. The total number of staff is currently 3. The current existing space totals 432 SF with an optimal at 562 SF. Per our meetings to date; staff has expressed no major changes are needed for this department.

IT (2ND FLOOR)

The functioning offices include IT Director and Hardware Storage. The total number of staff is currently 2. The current existing space totals 480 SF with an optimal at 624 SF. Per our meetings to date; staff has expressed no major changes are needed for this department.

PLANNING/BUILDING INSPECTION (2ND FLOOR)

The functioning offices include Planning Director, Admin Assistant, Building Inspectors, Files, Shelving & Plan Review Area. The total number of staff is currently 10. The current existing space total is 1,240 SF with an optimal at 1,612 SF. Per our meetings to date; staff has

expressed no major changes are needed for this department. The only needs are added file storage.

ENGINEERING (2ND FLOOR)

The functioning offices include City Engineer, Asst. City Engineer, Civil Engineer, Engineering Techs, DPW Admin Reception, Engineering Plan Room, and Archive Storage. The total number of staff is currently 10. The current existing space total is 1,676 SF. The optimal space total is 2,179 SF. Per our meetings to date; staff has expressed no major changes are needed for this department. Staff expressed need for added file storage (*see Photo A1.1 – A1.3*).

PARKS & REC (2ND FLOOR)

The functioning offices include Parks Director, Recreations Director, Parks Forman, Customer Service Lobby, Work Assembly, Plan Review, Program Material Storage, Files, and Shelving & Records. The total number of staff is currently 8. The current existing space totals 2,328 SF with an optimal at 2,794 SF. Per our meetings to date; staff has expressed no major changes are needed for this department.

UTILITIES (2ND FLOOR)

The functioning offices include Utilities Manager, Utilities Superintendent, Customer Service Reps, SCADA Server, Maps, Operator's Workstations, and Record Storage. The total number of staff is currently 6 and is subject to a future increase to 9. The current existing space totals 1,360 SF with an optimal total of 1,768 SF. Per our meetings to date, staff has expressed no major changes are needed for this department. There is limited space (*see Photo A1.9*) which will limit flexibility when designing for future staff requirements.

COUNCIL CHAMBERS (1ST FLOOR)

The functioning offices include Council Chambers, Committee Meeting Room, Media Room, Judges Chambers, Kitchenette, table and chair storage, Lobby & Pre-function. The total number of staff is currently 7. The current existing space total is 3,492 SF with an optimal total of 4,540 SF. Per our meetings to date; staff have expressed no major changes are needed for this department. The Council Chambers show wear to the carpet flooring (*see Photo A1.8*).

COMMON FUNCTIONS (BOTH 1ST & 2ND FLOORS)

The functioning offices include Entry Lobby/Vestibule, Conference Rooms, Copy/Mail/Print Room, Lounge/Kitchen, Toilet Rooms, Family Toilet Rooms, Mechanical Closets, Electrical Closets, Janitorial Closets, Loading/Trash, Stairs/Elevators. The total number of staff is currently 28. The current existing space totals 7,304 SF with an optimal space total of 9,495 SF. Per our meetings to date; staff has expressed no major changes are needed for this department. The second floor hallway and breakroom are beginning to show wear on wall finishes, casework, flooring, and doors (*see Photo A1.5 – A1.6, A1.10 – A1.11*). The first floor main entrance is beginning to wear as well, on flooring and doors (*see Photo A1.12*). Note: the current police toilet rooms and highway locker rooms are not to code and would be required to be redesigned if these areas are modified.

GARAGE (1ST FLOOR)

The Garage was originally built in 1964 as part of a phased construction of town hall and garage. In 1992 the building took on a three bay addition to the west along with the addition of pitched roofs to match the proposed new design. Continuous addition and repair has resulted in variation of wall and roof type (*see Photo A3.3*), as well as a disjointed appearance (*see Photo A3.1*). The current garage has eight bays and is linked to the Highway Department support spaces to the west. The police station is not linked to the garage space. In 2017, the garage took on its latest renovation where the north walls were re-structured for new site grading in an effort to fix water infiltration to the garage. A second floor mechanical attic space was designed above the second garage bay to house a new HVAC system that supports the City Hall. Also, electrical upgrades were globally addressed. The mechanical attic space is a concern (*see Photo A4.16 – A4.17*). The garage bays are S1 occupancy and in the event of a vehicle or fuel explosion the mechanical attic floor above is subject to complete structural failure.

The current condition of the building is largely in need of repair and does not meet code. Energy codes are not met due to the poor insulation of the building. The structure is concrete block with a brick veneer finish. Some areas of the finish have begun to deteriorate (*see Photo A3.4*). In the older section of the building the structural walls between the old and new construction have large air gaps allowing wind and rodents to enter the building (*see Photo A2.5, A3.2*). The concrete

block is deteriorating and giving way to sand duty to salt corrosion (*see Photo A2.2*). There are several areas the concrete block walls have settled and separated due to structural damage. The concrete floors are showing signs of age with displacement surface ware and cracking and spalling are everywhere (*see Photo A2.1, A2.6 – A2.7, A3.5*). The edge conditions of the concrete slabs are crumbling at the trench drain locations (*see Photo A2.3*). This is causing the trench drains to fail and the cover plates are at risk of collapsing. The high amount of salt from the trucks has corroded all the metal doors (*see Photo A2.2*).

The current existing space total is 9,710 SF. This does not meet the needs of the Highway Department. The optimal space total for the Highway Department is 33,528 SF. Limitations of the space lead to safety hazards and workflow inefficiencies (*see Photo A4.1 – A4.6*). The crew wash area is integrated with a major electrical panel, the locker room is not ADA compliant, and the lunch area is undersized (*see Photo A4.7 – A4.9*). These deficiencies limit productivity and are unsafe for occupants.

Due to the current state of garage we recommend this garage be reused as a cold storage facility.

SALT STORAGE

The Salt Storage building is all wood post frame. The current size is 3,000 SF. There was a structural assessment done by Peirce Engineering that requires extensive structural repair (*see Photo A3.6*). The building appears to have been hit in a number of locations and cracked some siding. The structural integrity of the building is in need of repair and is unsafe. Per current zoning set back requirements the location of the Salt Storage Building is required to be 1,200 ft. from any well. Per our meetings to date; it is recommended from staff and the Highway Department that the existing building needs to be demolished and a new larger salt storage building be built. If the salt storage has to be relocated off-site, the Highway Department has expressed the need to relocate with it. The optimal space requirement is a 7,200 SF Salt Gambrel Roof Barn with a high capacity of 4,800 tons of salt.

COLD STORAGE GARAGE - EAST

The cold storage building was originally built for the police department in 1992. The garage is a concrete masonry block with brick veneer

exterior wall construction and a wood truss roof. The current size is 2,250 SF. The building is used by a mix of all departments. The general working order and structural condition of the building is in good standing. We recommend that this building retain its current use.

COLD STORAGE GARAGE - WEST

The Cold Storage building is all wood post frame. The current size is 8,650 SF. The building is generally in good condition showing only relative signs of wear to the exterior enclosure (*see Photo A3.7*). Per our meetings to date; it is recommended from staff that the existing building needs to remain or be demolished and be replaced with a new larger building, or if feasible, have the building moved to a new site location. We recommend that this building remain or be demolished and a new one built.

ARCHITECTURAL ITEMS: INTERIOR ENCLOSURE - CITY HALL 1st & 2nd FLOORS

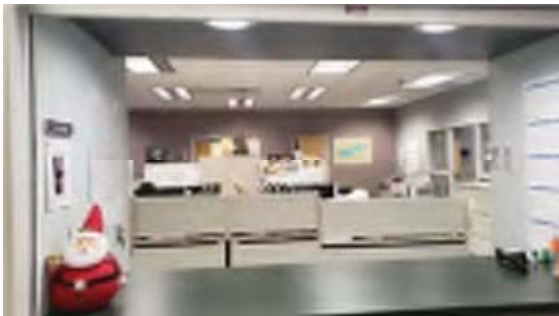
Photo A1.1		Engineering office need storage space for plans.
Photo A1.2		CAD Engineering Tech room space is being used as storage room & printing room.
Photo A1.3		Manager of Engineering office needs increased storage space.
Photo A1.4		Reception / Clerk's front office space needs enclosed private offices.

Photo A1.5		The main second floor hall shows signs of wear on wall finishes, casework, flooring & doors.
Photo A1.6		Second floor Break/Lunch room showing signs of wear on wall finishes, casework, flooring & doors.
Photo A1.7		Bonne Blair Conference room is in good working condition.
Photo A1.8		City Council Chamber is in general good working condition besides some wear on carpet flooring.
Photo A1.9		Utility Department has limited space.

Photo A1.10		Main second floor entry showing signs of wear on wall finishes, flooring & doors.
Photo A1.11		Hallway showing signs of wear on wall finishes.
Photo A1.12		First floor main entry vestibule with elevator lobby showing signs of wear on flooring & doors.
ARCHITECTURAL ITEMS: FOUNDATION, SLAB, STRUCTURE		
Photo A2.1		Concrete slab is cracked, spalling and deteriorated at the trench drains. The trench cover plate is in danger of collapsing in.

Photo A2.2		The high amount of salt coming off the trucks corrodes both the metal doors and their frames.
Photo A2.3		Trench drains at overhead doors are subject to freezing and thawing, heaving up the concrete slab. This also puts the trench drain cover plate in danger of collapsing.
Photo A2.4		The concrete block wall is deteriorating and giving away to sand due to salt corrosion.
Photo A2.5		Load-bearing walls between the parking bays are settling causing structural damage. Between new and older sections of the Garage, there are air gaps allowing wind and rodents to enter. Prior renovations did not address any envelope deficiencies.
Photo A2.6		Throughout the Garage the concrete floor has lost much of its top coat allowing spalling and holes to uneven the surface course. There is also significant staining from motor oils.

Photo A2.7		Due to lack of sufficient floor sloping and floor drains for cleanout, there is significant staining and oil build up on the floor.
ARCHITECTURAL ITEMS: EXTERIOR ENCLOSURE		
Photo A3.1		The masonry facing is applied directly to the concrete back-up wall with no insulation, air gap, vapor barrier or weep channels at the base. This will allow for water to be either pulled through the walls or trapped inside. Note the extensive areas of different brick applications and the varying aging of the brick.
Photo A3.2		The Garage's brick façade is wearing and settling from its backing wall. This allows water, wind and rodents to enter the building. Also, the overhead door frames are rusting from salt exposure.
Photo A3.3		The Garage structure is a mix of five additions and alterations resulting in walls and roofing that is varied across its façade.

Photo A3.4		Foundation settlement and brick attachment deterioration is creating loss of brick faces.
Photo A3.5		Overhead door and man doors have extensive corrosion around their bases due to the salt vapor.
Photo A3.6		The salt shed trusses are splitting apart and causing the upper walls to pull away and out. The prior structural analysis indicated this building should be replaced.
Photo A3.7		The Cold Storage Shed is a pole barn structure divided into three bays. The middle bay has plywood sheeting placed inside to provide some insulation. The other two bays only have wood siding for weather protection and there are gaps between the siding panels.

Photo A3.8		Looking at City Hall from the second floor entry. The roof was last redone in 2017 and has held up very well. The exterior brick masonry is in very good condition.
Photo A3.9		Looking at City Hall from the first floor entry. The roof was last redone in 2017 and has held up very well. The exterior brick masonry is in very good condition.
ARCHITECTURAL ITEMS: GARAGE INTERIORS		
Photo A4.1		No safety walk aisles are provided creating a bump hazard. Non-DPW staff must travel past many trucks and shop work tables to access one end of the Garage.
Photo A4.2		There is insufficient clearance for working and accessing the trucks. CDL drivers check their implements, attachments, hoses every night and perform minor maintenance.
Photo A4.3		The tight parking arrangement does not allow for clear walking paths in front, behind or in between the trucks. Many of the trucks have plows, blades and large attachments that protrude from them.

Photo A4.4		No clear line of site on how to pass through or around equipment. Visual lines to supervisory office are very limited.
Photo A4.5		Parts storage is overcrowded and the mezzanine is a code violation due to its wood structure in a hazardous environment. The ability to clearly store items is difficult in this over-packed environment.
Photo A4.6		The Repair Bay has a fixed lift. There is no deep clear space to pull in a heavy truck.
Photo A4.7		The crew's wash area and entrance to their locker room is shared with a major electrical panel room. This is a high hazard situation for shocks and a code violation.
Photo A4.8		The crew's locker room is not ADA compliant and the shower is not accessible. There is no gender parity as there are no women's facilities.

Photo A4.9		The crew's lunchroom is severely undersized and does not provide sufficient space for kitchenette appliances, PC's, water bottles, mapping displays and personal items.
Photo A4.10		The mechanical attic constructed in 2017 is in our opinion a major fire hazard and a poor professional choice of a location and design. While there are fire sprinkler heads in this room, the only fire separation from this gas burning MAU and the wood ceiling is a plastic sheet covered with batt insulation.
Photo A4.11		The stairs to the mechanical closet are too steep for code compliance. We also believe this stair access would easily allow a fire in the Bay to spread to the MAU above.
Photo A4.12		Looking up at the third garage bay, there is water leaking about the new electrical conduits installed in 2017. The roof was last redone in 1992 and has had leaks since.

- During a remodel project of any portion of this facility that requires State Plan Approval the State will require that a maximum of 20% of the cost of the project will need to be applied to remedy ADA code compliance related items.

MECHANICAL ASSESSMENT

Note: All equipment expected life values are from ASHRAE (formerly the American Society of Heating, Refrigerating and Air-Condition Engineers), an industry-recognized institution. These values are based on average expected useful life and can vary depending on usage and maintenance of the equipment

CITY ADMINISTRATION OFFICES

The system types for this area are variable air volume (VAV) air handlers with VAV terminals with hot water reheat zones. There are two air handlers serving the second floor, split into the east and west side.

The air handler serving the east side is located in a mechanical room on the first floor behind the village board room. This unit was installed in 2004 and is in good condition with approximately 9 years of useful life remaining (*see photo M1.1*). The unit has an accompanying return fan in the same room and an air cooled condensing unit outside. Both units are of the same age as the air handler and are in good condition.

The air handler system is in good condition with approximately 9 years of useful life left. The air handler serving the west side is located on the mezzanine in the public works garage. This unit was replaced in 2017 and is in excellent condition with approximately 22 years of useful life remaining (*see Photo M1.2*). The unit has an accompanying return fan in the same room and an air cooled condensing unit outside. Both units are of the same age as the air handler and are in excellent condition.

The boiler serving the east side of the administration offices also serves the board room on the first floor. This unit was installed in 2004 and is in good condition. This boiler has approximately 9 years of useful life remaining (*see Photo M1.3*). The pump serving the boiler was replaced in 2011 and is operating in good condition however corrosion is forming on the flanges of the piping (*see Photo M1.4*).

This corrosion can be seen on other exposed sections of piping as well. One of the system inline pumps has a leak in the main bearing and water is currently leaking out of it (*see Photo M1.5*). It is recommended that bearing be replaced.

The boiler serving the west side of the administration offices also serves the police department on the first floor. This unit was installed in 2017 and is in excellent condition. This boiler has approximately 23 years of useful life remaining (*see Photo M1.6*). All pumps and other pipe accessories serving this boiler are in excellent condition.

BOARD ROOM

The board room is served by a VAV air handler with constant volume hot water terminal reheat zones. The air handler is located in the mechanical room to the north of the board room. This unit was replaced in 2004 and is in good condition with approximately 9 years of useful life remaining (*see Photo M2.1*). The unit has an accompanying return fan in the same room and an air cooled condensing unit outside. Both units are of the same age as the air handler and are in good condition.

POLICE DEPARTMENT

The system types for this area are variable air volume (VAV) air handlers with VAV terminals with hot water reheat zones. There is an air handler serving the police department located in a mechanical room on the north side of the building. This unit was installed in 2017 and is in excellent condition with approximately 22 years of useful life remaining (*see photo M3.1*).

The unit has an accompanying return fan in the same room and an air cooled condensing unit outside. Both units are of the same age as the air handler and are in excellent condition. The refrigerant piping between the air cooled condensing unit and air handler is slightly damaged. It appears that that someone stepped on the refrigerant liquid line but there is no evidence that any refrigerant has leaked (*see Photo M3.2*).

Both of the sally ports do not have a code required make up air system. Per Wisconsin code SPS364.0404 a mechanical ventilation system must be exhaust and provide makeup air in one of the two methods they describe.

PUBLIC WORKS GARAGE

The system types serving the public works garage consists of hot water make up air units, gas fired unit heaters, and electric unit heaters. The overall condition of the equipment in the space is poor, with the majority of the heating equipment well past its useful life. On each end of the garage Daikin hot water unit heaters have been replaced in approximately 2009, these units are in good condition (*see Photo M4.1*).

All other unit heater did not have legible unit tag information and none of the staff knew when they were installed (*see Photo M4.2*). These units appear to be of 1980's vintage making them around 40 years old which is well past their expected useful life of 20 years. It is recommended that all of these unit heaters be replaced as sourcing replacement parts will be difficult and they could stop functioning at any moment.

The boilers serving hot water heating equipment are nearing the end of their expected useful life; however, maintenance staff have mentioned that there have been issues with the boilers since the day they were installed (*see Photo M4.3*).

During the survey audible water knocking was heard in the pipe indicating that air was in the piping system. It appears the air separator installed in the system was never installed with a relief valve, rendering the air separator useless.

It is recommended that an automatic air valve be installed to remove any air inside the system. The current location of the air separator is also poor as a hole had to be made for it to fit; it is also recommended that this be relocated to be lower in the room (*see Photo M4.4*). It is possible that running the pumps with air in the system has damaged them to the point where they need to be replaced as well.

An old cold storage garage has been converted to heated storage. The building is heated using three electric unit heaters. These units appear to be in good condition. The space has a side wall propeller exhaust fan, but does not have a code required make up air system (*see Photo M4.5*).

MECHANICAL ITEMS: CITY ADMINISTRATION OFFICES

Photo M1.1



Air handler serving second floor east side administration offices.

Photo M1.2



Air handler serving second floor west side administration offices.

Photo M1.3



Boiler serving east second floor offices and board room.

Photo M1.4		Pump with corrosion on flanges.
Photo M1.5		Inline pump IP-3 with leak in main bearing.
Photo M1.6		Wall mounted boiler and pumps serving second floor west offices and police department.
MECHANICAL ITEMS: BOARD ROOM		
Photo M2.1		Air handler serving board room.

MECHANICAL ITEMS: POLICE DEPARTMENT		
Photo M3.1		Air handler serving the police department.
Photo M3.2		Refrigerant liquid line that is damaged, the uninsulated line in the middle appears to have been stepped on. The insulation on the top pipe is also damaged and should be patched.
MECHANICAL ITEMS: PUBLIC WORKS GARAGE		
Photo M4.1		Daikin hot water unit heater

Photo M4.2		McQuay hot water unit heater
Photo M4.3		One of two identical boilers serving public works garage.
Photo M4.4		Air separator serving hot water system in public works garage.
Photo M4.5		Old cold storage converted to heated storage.

ELECTRICAL ASSESSMENT

Note: All equipment expected life values are from ASHRAE (formerly the American Society of Heating, Refrigerating and Air-Condition Engineers), an industry-recognized institution. These values are based on average expected useful life and can vary depending on usage and maintenance of the equipment

Overall the electrical systems are up to date and in good condition. The 2017 renovation brought all the electrical systems up to date with new equipment.

Electric service is provided from WE Energies to pad mounted utility transformer located on the north side of the Highway Garage. This utility transformer feeds a main switch which is also located outside. The transformer and panel are approximately 3 years old and still in good condition with space for future loads. There are panels located throughout the building for electrical distribution.

A vulnerability for the transformer and main switch is that they are in the path of significant storm water drainage (see *Photo E1.1 – E1.2*). The 2017 renovations re-graded the north side of the Highway Garage and focused the site drainage away from the north wall and to the west toward the Salt Shed. All the water from uphill and the parking lots now drains down toward the two main electrical components. If the stormwater system backed up we are concerned that these units would be flooded.

The generator is in good condition and can provide another 10 years before reaching the end of its useful life.

The majority of the lighting consists of older fluorescent fixtures. Only a small percentage of the fixtures, mainly on the outside of the building, have been upgraded to LED. Consideration should be made to retrofit all of the fluorescent fixtures to LED for greater energy efficiency.

ELECTRICAL PHOTOS		
Photo E1.1		Transformer on pad on north side of Garage. It is downslope of a large drainage swale and there is concern it could be flooded over during heavy rains.
Photo E1.2		Main switch and meter. Also in the path of significant stormwater drainage.
Photo E1.3		Electrical conduits from the main switch leading to City Hall. This area has water leakage at roof which were already present before renovations started in 2017.
Photo E1.4		Eaton switchboard in electrical closet. Conduits lead to City Hall. This closet is located in Locker area so employees walk through this room to access the restrooms creating an electrical shock hazard.

Photo E1.5		Conduits coming from Garage leading to City Hall. Behind are the switchboards and locker areas.
Photo E1.6		Employees wash their hands and access the restrooms through the Switchboard room. This is a code violation as it creates a safety hazard for potential electrocution.

SITE CIVIL ASSESSMENT

CITY HALL PARKING AREAS (NORTH SIDE)

The City Hall site is served by a 2-tiered parking lot on the north side of the building. The upper Staff lot has 32 spaces and connects staff to the building via a large concrete stairway. The stairway shows some signs of deterioration due to necessary salting most likely (*see Photo C1.2*). The upper parking lot area is in fair condition with some signs of utility cuts and minimal cracking (*see Photo C1.1*).

The lower section of the parking lot has 27 parking spaces, including 3 ADA spaces, which is compliant for the required number. The pavement area is in decent condition (*see Photo C1.2, C1.3*). The ADA walkway access to the front entrance is recommended to have the cracked slabs replaced as well as the joints that are in excess of ¼" in elevation difference, beveled to create a transition between slabs (*see Photo C2.1 – C2.3*).

SOUTH PARKING AND DRIVEWAY PAVEMENT AREAS

The lower Southeast parking area and south Municipal Court lots hold approximately 38 vehicles and includes an additional 3 ADA spaces (which is an appropriate amount of ADA spaces). The small southeast parking lot is in fair condition (*see Photo 3.1*), while the remainder of the drive areas are failing and heavily alligatored (cracked beyond repair), (*see Photo C4.1 – 4.2*). These areas are recommended for a full depth replacement. Underdrains and subsoil conditions should be evaluated based on the pavement condition.

ADA access at the Sheriff Substation and Municipal Court/Council Chambers should be evaluated. Access is recommended to be provided on the walkway adjacent to the building rather than in the vehicle driveway. In addition, the cracked concrete walkway currently providing access should be replaced to meet the ADA elevation difference criteria. Truncated domes and painted transitions should be considered as part of the solution if the access stays where it is (*see Photo C4.3 – C4.5*).

RETAINING WALLS AND BUILDING DRAINAGE

The existing retaining wall east of the Council Chambers at the SE corner of the building has a noticeable lean towards the building. This will require monitoring and possibly remediation at some point in the future (*see Photo C5.1 – C5.2*).

The existing building roof drainage at the north side of City Hall drains to grade along the north elevation. In addition, several roof scuppers

drain onto the north elevation and in some cases onto mechanical equipment (see photos C6.1-C6.2). It is recommended to evaluate these conditions and pick the roof drainage up via a downspout. It's not known if there is a water condition inside the building at this location, but an easy solution would be to pick up the roof flow in a buried pipe and connect it to the adjacent storm structure.

DPW GARAGE AND YARD AREAS

The DPW garage pavement areas and drainage are in relatively poor condition (see *Photo C7.1 – C7.2*). The site utilizes surface drainage for the majority of the areas and the pavement shows the results of the conditions (failed/cracked pavement). A heavy-duty pavement design for the drive areas and full concrete aprons outside the garage stalls is recommended.

The DPW yard and recycling areas are mostly unpaved dirt areas with little to no drainage across the areas (see *Photo C9.1 – C9.4*). These areas are recommended to have concrete pavement for access and storage. In addition, storm sewer should be installed throughout to pick up the runoff from the west as well as the sloped hill to the north (see *Photo C8.2*). Proposed storm sewer could discharge to the west or south.

The existing material bunker bins could be constructed higher and have a concrete pad and apron in the future for easier access and storage functions (see *Photo C9.5*).

Steep slopes transition down from the DPW garage and yard areas at a slope estimated at 2:1. Any additional fill for future development would need to consider the required tapers or a potential retaining wall in these areas (see *Photo C10.1 – C10.2*).

SITE CIVIL ITEMS		
Photo C1.1		Upper Staff parking lot in decent condition.
Photo C1.2		Stairs to lower parking lot and City Hall. Stairs show some signs of deterioration due to required salting likely.
Photo C1.3		Lower City Hall parking lot is in decent condition.
Photo C2.1		Sidewalk adjacent to ADA space needs replacement of a few slabs to remove pavement elevation differences. It's recommended to install ADA truncated domes prior to the user entering onto a travelled vehicle pathway.

Photo C2.2		Some edges at front entrance could require beveling the joints to reduce the elevation difference (any joint along the ADA pathway greater than ¼" in height). Joints can be beveled to create a transition (max transition 1:2).
Photo C2.3		Some edges at front entrance could require beveling the joints to reduce the elevation difference (any joint along the ADA pathway greater than ¼" in height). Joints can be beveled to create a transition (max transition 1:2). Sidewalk entrance plaza has several cracked slabs.
Photo C3.1		Lower Southeast parking area, in decent shape.
Photo C4.1		Lower driveway area, pavement alligatored and failing.

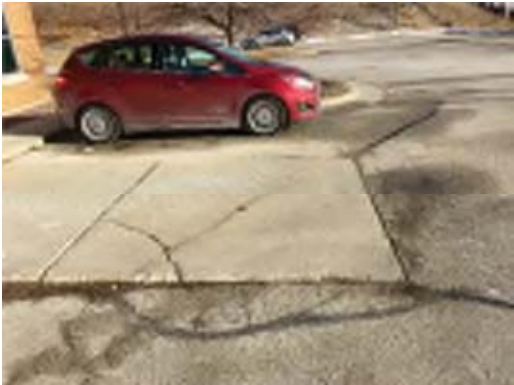
Photo C4.2		Sheriff Substation and Municipal Court area: Pavement alligatoring and failing, Poor condition.
Photo C4.3		ADA parking and access at Sheriff Substation and Municipal Court/Council chambers.
Photo C4.4		ADA access is recommended to be provided onto walkway rather than into the travelled lane of traffic. Curb ramps with domes would need to be installed into the existing concrete walkway
Photo C4.5		ADA access requires all grade (elevation) transitions to be less than ¼" in height or beveled at 1:2 for a max of ½". Existing concrete slab should be replaced to meet these requirements. All tapering walkways are recommended to be painted bright yellow to differentiate the tapering height difference. It's recommended to install ADA truncated domes prior to the user entering onto a travelled vehicle pathway (if ADA access stays where it is currently)

Photo C5.1		Existing retaining wall east of Council Chamber is leaning towards the walkway and will likely require remediation at some point.
Photo C5.2		Existing retaining wall east of Council Chamber is leaning towards the walkway and will likely require remediation at some point.
Photo C6.1		Downspouts on north side of building drain to grade.

Photo C6.2		Roof scuppers drain onto building and equipment on north side of building.
Photo C7.1		DPW garage aprons and pavement.
Photo C7.2		DPW garage area pavement and drainage conditions. Surface drainage to the west.
Photo C8.1		Raingarden/Biofiltration area west of new water tower and north of access drive.

Photo C8.2		Existing sloped hill to the north of the City Hall and DPW yard areas (looking west).
Photo C9.1		DPW Yard area and existing drainage conditions, runoff ponding (looking north).
Photo C9.2		DPW Yard area (looking west).
Photo C9.3		DPW Yard access pavement and drainage conditions. Surface drainage to the west.

Photo C9.4		Recycling dumpsters.
Photo C9.5		Material bunker bins. Bunker bins could construct higher with a concrete pad below to allow for easier access and more supply.
Photo C10.1		Steep slopes between DPW yard area and RR property to the south (looking east).
Photo C10.2		Steep slopes from fill between DPW yard area and RR property to the south (estimated at 2:1).

SECTION 5

PHASE 1 ENVIRONMENTAL ASSESSEMENT

INTRODUCTION

As part of the information gathering portion of the study, an environmental survey was completed.

HISTORICAL ON-SITE UNDERGROUND STORAGE TANKS (USTS) AND LEAKING UNDERGROUND STORAGE TANK (LUST) INVESTIGATION

Soil and groundwater contamination was identified during the removal of USTs from the Site in 1992. The USTs were formerly outside the south exterior wall of the Highway Department garage, located to the west and south of the City Hall Campus building. Soil borings and monitoring wells were installed at the Site to determine impacts to soil and groundwater. Approximately 3,172 tons of petroleum-impacted soil was excavated and landfilled. On-Site groundwater exceeded the current NR 140 Enforcement Standard (ES) at time of activity closure in 1999. Two down gradient wells were installed off-Site to the south in the We Energies yard and petroleum impacts were either not detected or detected at low levels below NR 140 ES. The listing was closed in 1999 with the continuing obligation to record a groundwater use restriction on the deed and the requirement to manage residual soil contamination if future excavation occurs according to state regulations.

A Groundwater Use Restriction was recorded at the Site on December 28, 1998. The document identifies the following: benzene in monitoring well MW-03 (abandoned in 1993 during construction of the Police Department building) above the NR 140 ES at a concentration of 190 micrograms per liter (ug/L); natural attenuation as the approved remedy by the Wisconsin Department of Natural Resources (WDNR); and restriction of future well construction at the Site without prior approval from the Bureau of Drinking Water and Groundwater. The Groundwater Use Restriction document is included in Appendix

The closure in 1999 occurred before vapor regulations were enforced. If future redevelopment includes new structures, the vapor intrusion pathway should be evaluated due to the residual petroleum contamination in groundwater.

Due to the closed regulatory status with continuing obligations, TRC considers this finding a CREC to the Site.

The following additional findings have been identified during the course of this Phase I ESA that have not been determined to be RECs but may be of importance to the User:

ON-SITE PUBLIC DRINKING WATER WELL

A public drinking water well for the City of Pewaukee (Well #1) is located within the “Pump House” building east of the water tower. Based on The City of Pewaukee Water and Sewer Utility 2018 Consumer Confidence Report, this well is 1,200 feet deep and is noted as “active.” Lead and radium are identified as contaminants in the water system with Maximum Contaminant Level (MCL) violations and/or action level exceedances. The database report identifies the utility as a serious violator of the Safe Drinking Water Act, with violations reported from 2016 to 2019. Review of well construction documentation indicates the well is cased to 392 feet below ground surface (bgs) and is open to 1,200 feet bgs. There is currently a Groundwater Use Restriction recorded at the Site as a result of a closed LUST. The document restricts new and reconstruction of wells on the property without prior approval from the Bureau of Drinking Water and Groundwater, or its successor agency, and documents the residual contamination at closure. The remaining groundwater impacts from the LUST are located south of the city hall and highway department garage building (downgradient) and within the shallow aquifer. The residual petroleum impacts to shallow groundwater are unlikely to pose an environmental concern to the deep drinking water supply well. Should reconstruction of the on-Site public water supply well be considered, notification to the Bureau of Drinking Water and Groundwater is required in accordance with the deed restriction. The drinking water violations are not a REC. However, TRC considers the presence of an on-site public drinking water supply well a noteworthy issue.

ON-SITE FLEET VEHICLE MAINTENANCE AND FUELING

Current Site activities include the use of the property for fleet vehicle maintenance and fueling. According to the Key Site manager, no spills have occurred and drains observed within fleet maintenance areas drain to the sanitary sewer. Waste fluids generated from vehicle maintenance are collected and disposed by Safety-Kleen. No evidence of releases was

observed near the on-site 560-gallon waste oil, 1,000-gallon unleaded gasoline, or 1,000-gallon diesel tanks. Based on TRC's observations and Key Site Manager statements, this finding is not a REC. However, TRC considers the on-site fleet vehicle maintenance and fueling a noteworthy issue.

PROPERTY USE FOR FIRE TRAINING

According to the Key Site Manager, the Pewaukee Fire Department may have conducted fire training exercises on the Site. TRC is performing follow-up with the Pewaukee Fire Department to confirm the nature of potential training exercises (including use of firefighting foam). As of the date of this report, no specific details on the types of training exercises have been obtained.

Class A firefighting foams are used for fighting wildfires and structure fires. Class B firefighting foams are used to extinguish combustible liquids and gasses; petroleum products; solvents; and alcohols and are often aqueous film-forming foams (AFFF), which contain fluorosurfactants such as per- and polyfluoroalkyl substances (PFAS).

PFAS are a family of synthetic chemicals that have been utilized in aerospace, automotive, building/construction, chemical processing, semiconductor, and textile industries since the 1950s. Two common PFAS are Perfluorooctane Sulfonate (PFOS) and Perfluorooctanoic Acid (PFOA). PFAS are persistent, resist degradation, have been found at very low levels in both the environment and blood samples of the general U.S. population, and some PFAS have demonstrated toxicity in laboratory animals.

PFAS, including PFOA and PFOS, are not currently listed as Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) "hazardous substances," but in some circumstances could be responded to as CERCLA pollutants or contaminants. Wisconsin has listed PFAS constituents as "hazardous substances". U.S. EPA is in the process of possibly designating PFOA and PFOS as "hazardous substances" through one of the available statutory mechanisms, including potentially CERCLA Section 102.

Given that PFAS is not currently listed as a CERCLA hazardous substance, the presence or likely presence of PFAS at the Site does not meet the ASTM definition of a REC, and therefore cannot be considered a REC at

this time (but may be considered a REC in the future). However, TRC considers the potential use of firefighting foam associated with the training exercises a noteworthy issue.

USE OF THE WESTERN PORTION OF THE PROPERTY

The western portion of the property was observed to be used as an unpaved general material storage yard. At the time of TRC's inspection, piles of topsoil and woodchips and storage bins for scrap metal were observed. Historical records indicate that the area has been used for outdoor storage since at least 1969. If hazardous substances or petroleum products were stored, used, or disposed of in this area historically, it would be considered a REC; however, the types of material stored and storage practices are unknown. Therefore, TRC considers this finding to be a data gap.

FORMER ON-SITE WATER TOWER

A water tower was originally developed on the Site in the 1970s and was removed from the Site circa 2018. The current water tower was constructed circa 2017. Lead-based paint (LBP) was commonly used on water towers as a surface coating in the past. Maintenance of the water tower by sand-blasting is a common practice to remove old coatings to prepare the surface for a new coating. If the sand-blasted materials and wastes were not properly managed (enclosing, tarping, and disposal of waste paint and abrasive materials) LBP chips have the potential to impact surficial soils in the area surrounding the former on-Site water tower. No documentation or records were provided by the City related to LBP studies or reports. Therefore, due to the lack of information, this finding is considered a data gap.

HISTORICAL UST AT NORTH-ADJACENT PROPERTY

A UST was formerly located at W240 N3103 Pewaukee Road (north-adjacent property). This UST is reported to be removed, but no documentation has been identified indicating the date removed or the conditions at the time of removal. TRC requested building permit file documentation from the City of Pewaukee; however, additional details have not been received. Due to the proximity to the property line, up-gradient location, and lack of information regarding the former UST, TRC considers this finding a data gap.

POTENTIAL FOR ASBESTOS CONTAINING MATERIALS AND LEAD-BASED PAINT

Potential asbestos containing building materials (ACBM), including ceiling tiles, drywall, and various vinyl/ceramic floor coverings were present throughout the offices and community areas of the buildings. Potential asbestos containing materials (ACMs) may also include caulking, mastics, roofing materials, and insulation located in portions of the buildings that were not readily accessible during the Site reconnaissance. While the age of these materials is undetermined, due to the age of the original construction of the building (1960s), it is possible that some of the materials may consist of ACBMs.

Based on the age of the development in the early 1960s, it is likely that lead-based paint (LBP) is present on the Site. Painted surfaces were observed to be in good condition with no peeling or flaking observed. If paint condition degrades, remedial action may be necessary to prevent exposure.

The findings related to ACBMs and LBP are not a REC. However, TRC considers the likely presence of ACBMs and LBP at the Site a noteworthy issue.

UNIVERSAL WASTE STORED OUTSIDE

Lead acid batteries were observed stored on a pallet in an unpaved and uncovered area. No specific release was observed near the lead acid batteries. Secondary containment was not present. TRC considers this a housekeeping issue and suggests moving the universal waste to a paved and covered storage location.

STAINED CONCRETE

Staining was noted on concrete floors near the waste oil drums and fluid dispensers located in the Highway Department garage, and on the concrete boiler room floor. TRC considers this a *de minimis* condition.

Due to the numerous environmental findings with “Data Gaps” on the site, it is our professional recommendation that the water be tested and multiple soil samples be tested for any contamination before the continuation of any further building on this site.

SECTION 6

SPACE NEEDS ASSESSMENT

INTRODUCTION

The space needs assessment for the City Hall and DPW facility was necessary to highlight spatial deficiencies that the departments face as a result of changes within the departments since the building was originally constructed. Over time major additions have been made to the facility, however, the intention of this report is to identify areas of this building that are adequately sized, under sized, or oversized by typical industry standards.

While the building, in particular the garage bays, may have been sized appropriately in 1960, the fleet, staff and needs of the department and community have changed since then and a reassessment at this time was desired by the City to identify spatial deficiencies.

The following pages show the existing square footage and the recommended square footages based on input from the City staff, review of the DPW Fleet and benchmarking data from other municipalities. Benchmarking data for DPW and City Hall facilities is included later in this section. A chart comparing the existing building to the recommended building was also developed in order to show the increase in square footage by department.

Additionally, the space needs assessment looked at the City Hall and DPW staff, public interface, office needs, storage and other support spaces. Typical industry office standards can be used to justify the required space needs for City Hall and DPW office areas. A planning document for industry standard office spaces can be found in the appendix of this report.

The DPW Fleet was analyzed closely, with each vehicle storage location being accounted for, to determine the required size for the DPW Heated Garage and the Cold Storage garage.

FACILITY PROGRAMMING NEEDS

Based on interviews, onsite observations and the Consultant's knowledge of industry practices for municipal facilities, the following documents the architectural facility needs of the City Departments.

Staff Assigned to Pewaukee Road & to be Relocated Here

City of Pewaukee

Department	Staffing Classifications & Staff Count					
	Mayor/ Administrator/ Director	Managers/ Engineers/ Supt	Administrative / Crew Worker	Staff by Dept	Future	Seasonal/ PTE
Administration	1			1		1
Clerk	1		4	5		2
Employee Services	1		0.5	1.5		
IT	1			1		
Planning/Bldg Insp	1		4.5	5.5		
Assessor	1		1	2		
Engineering	0.35		6	6.35		
Highway	0.3	1	8.75	10.05	3	1
Parks & Rec	1	2	3.25	6.25		12
Utilities	0.3	2	7	9.3	3	
Staffing Totals	7.95	5	35	47.95	6	16

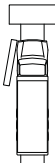
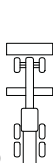
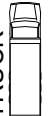
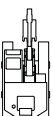
Vehicle & Equipment Stall Count - Stored at Pewaukee Road

City of Pewaukee

HEATED PARKING Number of Vehicles by Stall Size					
Department	Heavy 40' x 14' stall	Medium 30' x 12'	Light 26' x 10'	Rolling Stock by Dept	Equipment 10' x 10'
Highways	13	6	10	29	31
Storm Water	2		1	3	7
Engineering			1	1	
Parks		4	13	17	12
Utilities	1	1	7	9	22
Building Inspection			2	2	
Assessor			1	1	
Heated Parking Totals	16	11	35	62	72

COLD STORAGE PARK Number of Vehicles by Stall Size					
Division	1 38' x 14' stall	Medium 30' x 12'	1 20' x 10'	2 by Division	Equipment 10' x 10'
Highways				0	
Engineering				0	
Parks				0	
Utilities				0	
Building Inspection				0	
Cold Storage Parking Totals	0	0	0	0	0

	Heavy	Medium	Light	Rolling Stock	Equipment
DPW Parking Totals	16	11	35	62	72

	HEAVY (14)	MEDIUM (13)	LIGHT (35)
HIGHWAY	FLOW TRUCK FLOW TRUCK FLOW TRUCK FLOW TRUCK FLOW TRUCK FLOW TRUCK FLOW TRUCK FLOW TRUCK FLOW TRUCK BUCKET TRUCK FUTURE TRAILER SIGN TRUCK DUMP TRUCK DUMP TRUCK FUTURE 4 X 4 DUMP TRAILER TRAILER PICKUP TRUCK SALT CONVEY. FUTURE BOOM MOWER PICKUP TRUCK TIGER MOWER CHIPPER TRAILER (SKID)		
STORM WATER	TANDEM TRUCK	TIRE EXCAVATOR WHIRLWIND SWEEPER	MINI EXCAVATOR
ENGINEER			PICKUP
PARKS		TRAILER TRUCK DUMP TRUCK DUMP TRUCK PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP	
UTILITIES	SEWER JETTER FUTURE	UTILITY TRUCK	PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP PICKUP
BUILDING INSPECTION			PICKUP PICKUP
ASSESSOR			PICKUP

Optimal Room Program for Pewaukee Road Municipal Complex For All Departments per Space Needs

City of Pewaukee

Highway Garage and Police Not Included

Occupancy Notes								
FUNCTION AREA/ Room	Station Size		Net	# of	Net	Circul.	Seasonal	Room Configuration
	X'	Y'	SF/Station	Staff	Useable SF	& Walls	PTE SF	X' Y'

City Hall Office Functions

Administration 30%								
Mayor	16	12	192	1	192			
Administrator	16	16	256	1	256			
Assessor	16	16	256	1	256			
Admin. Asst	10	10	100	1	100			
Files, Records Storage	14	14	196	1	196			
Admin Conference Room	14	20	280	1	280			
SUBTOTAL				6	1,280	384	1,664	24 69

Clerk 30%								
Clerk	16	14	224	1	224			
Accountants	8	8	64	4	256			2 need visual barriers
Customer Service Counter	16	12	192	1	6		3	1
Active Record & Files	16	14	224	1	224			
Archive Records	16	1	16	1	2			
Voting Machine Storage	16	16	256	1	256			
SUBTOTAL				9	968	290	1,258	34 37

Employee Services 30%								
Human Resource Director	16	14	224	1	224			
HR Administrative	8	8	64	1	64			
Reception Waiting	12	12	144	1	144			
SUBTOTAL				3	432	130	562	24 23

IT 30%								
IT Director	16	14	224	1	224			
Hardware Storage	16	16	256	1	256			
SUBTOTAL				2	480	144	624	34 18

Planning/Bldg Insp						30%		
Planning Director	16	14	224	1	224			
Admin Asst	10	10	100	4	400			
Bldg Inspectors	8	8	64	4	256			
Files, Shelving & Plan Review	20	18	360	1	360			
SUBTOTAL	10		1,240		372	1,612	34	47

Engineering						30%		
City Engineer	16	14	224	1	224			
Asst City Engineer	14	14	196	1	196			
Civil Engineer	12	12	144	1	144			
Engineering Techs	10	8	80	3	240			
DPW Administrative Receptio	12	12	144	2	288			
Engineering Plan Room	20	18	360	1	360			
Archive Storage	16	14	224	1	224			
SUBTOTAL	10		1,676		503	2,179	34	64

Parks & Rec						20%		
Parks Director	16	14	224	1	224			
Recreation Director	10	8	80	1	80			
Parks Foreman	16	14	224	1	224			
Customer Service Lobby	20	18	360	1	360			
Work Assembly	20	18	360	1	360			
Plan Review	20	18	360	1	360			
Program Material Storage	20	18	360	1	360			
Files, Shelving & Records	20	18	360	1	360			
SUBTOTAL	8		2,328		466	2,794	34	82

Utilities						30%		
Utilities Manager	16	14	224	1	224			
Utilities Supt.	16	14	224	1	224			
Customer Service Reps	8	8	64	2	128			
SCADA Server	10	10	100	1	100			
Maps	14	12	168	1	168			
Operator's Workstations	8	8	64	5	320			
Records Storage	14	14	196	1	196			
SUBTOTAL	6		1,360		408	1,768	34	52

Council Chambers						30%		
Council Chambers	46	36	1656	1	1,656			80 people seated and C
Committee Meeting Room	24	16	384	1	384			18 people at table with 2
Media Recording Booth	12	10	120	1	120			

Judges Chambers	14	12	168	1	168		Mailboxes and breakout
Kitchenette	14	10	140	1	140		Galley between meeting
Table and Chair Storage	22	16	352	1	352		
Lobby, Pre-Function	28	24	672	1	672		
SUBTOTAL				7	3,492	1,048	4,540 60 76

Common Functions						30%	
Entry Lobby & Vestibule	14	12	168	1	168		
Conference Rooms							
Small Conference	16	14	224	4	896		6 - 8 person conference
Medium Conference	22	14	308	3	924		10 - 14 person conferen
Large Conference	26	16	416	1	416		16 - 20 person conferen
Copy /Mail/ Print Room	18	14	252	2	504		
Lounge/Kitchen	22	18	396	1	396		
Toilet Rooms	12	18	216	6	1,296		
Family Toilet Room	8	6	48	1	48		
Mechanical Closets	24	20	480	2	960		
Electrical Closets	14	14	196	2	392		
Janitorial Closets	12	12	144	2	288		
Loading/Trash	14	14	196	2	392		
Stairs/Elevators	26	12	312	2	624		
SUBTOTAL				28	7,304	2,191	9,495 80 119

Police/Courts						30%	
In Aggregate	84	64	5376	1	5,376		
SUBTOTAL				1	5,376	1,613	6,989 34 206

City Hall Square Footage Totals	33,484						
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Garage Functions

Heated Garage						25%		
BI Light Duty Stall	20	12	240	2	480		BI/Assessor	
Assessor Light Duty Stall	20	10	200	1	200		BI/Assessor	
Equipment Stalls	10	10	100	0	0		BI/Assessor	
Medium Duty Parking Stall	30	12	360	1	360		Utilities	
Light Duty Parking Stall	20	10	200	7	1,400		Utilities	
Equipment Stalls	10	10	100	22	2,200		Utilities	
Medium Duty Parking Stall	30	12	360	4	1,440		Parks	
Light Duty Parking Stall	20	10	200	13	2,600		Parks	
Heavy Duty Parking Stall	40	14	560	13	7,280		HWY	
Medium Duty Parking Stall	30	12	360	6	2,160		HWY	
Light Duty Parking Stall	20	10	200	10	2,000		HWY	
Equipment Stalls	10	10	100	31	3,100		HWY	
Heavy Duty Parking Stall	40	14	560	2	1,120		SW	
Medium Duty Parking Stall	30	12	360	0	0		SW	
Light Duty Parking Stall	20	10	200	1	200		SW	
Equipment Stalls	10	10	100	7	700		SW	
Garage Drive Aisle	420	26	10920	1	10,920			
SUBTOTAL				121	36,160	9040	45,200	120 377

Repair Bay						20%		
Repair Bay	58	24	1392	2	2,784			
SUBTOTAL				2	2784	557	3,341	120 28

Welding & Storage						20%		
Welding/Machining Bay	30	20	600	1	600			
Parts Storage	26	18	468	1	468			
Mechanic's Tool Closet	12	12	144	1	144			
PPE Gear	16	12	192	1	192			
Field Tools/Applications	14	14	196	1	196			
Bulk Fluid Storage	18	14	252	1	252			
Steel Stock Racks	30	14	420	1	420			
Tire Storage/Hydraulic Shop	22	16	352	1	352			
Sign Storage	20	14	280	1	280			
SUBTOTAL				9	2,904	581	3,485	120 29

Wash Bay						20%		
Truck & Equip Wash Bay	60	28	1680	1	1,680			
SUBTOTAL				1	1,680	336	2,016	120 17

Parks Storage & Repair						20%		
Foreman's Office	12	12	144	1	144			
Equipment Stalls	10	10	100	12	1,200			Parks
Parks Assembly/PC Stations	20	18	360	1	360			
Mower Wash Bay	18	14	252	1	252			
Power Tools & Sharpening	14	14	196	1	196			
PPE Gear	14	14	196	1	196			
Field Tools/Applications	14	14	196	1	196			
Carpentry Shop	28	22	616	1	616			
Small Engine Repair	24	20	480	1	480			
Building Supply Storage	14	14	196	1	196			
SUBTOTAL			21	3,836	767	4,603	120	38

Utilities Storage						20%		
Supt. Office	14	12	168	1	168			
Utilities Assembly/PC Stations	24	20	480	1	480			
Meter Storage	24	18	432	1	432			
PPE Gear	12	12	144	1	144			
Field Tools/Applications	12	12	144	1	144			
SUBTOTAL			5	1,368	274	1,642	120	14

Highway Crew & Admin						20%		
Highway Supt.	14	14	196	1	196			
Lead Foreman	10	10	100	1	100			
Assembly Room	28	20	560	1	560			
Men's Locker/Rest Room	20	18	360	1	360			
Women's Locker/Rest Room	14	14	196	1	196			
SUBTOTAL			5	1,412	282	1,694	120	14

Garage Functions Total 61,981

City Hall & Garage Functions Total 95,465

Cold & Bulk Storage								
Cold Storage Highway	120	80	9600	1	9,600			
Cold Storage Parks	100	80	8000	1	8,000			
Cold Storage Utilities	80	80	6400	1	6,400			
Salt Storage	80	60	4800	1	4,800			
SUBTOTAL			28,800	4	28,800	28,800	100	288

Optimal Room Program for Pewaukee Road Municipal Complex For All Departments per Site Restraints

City of Pewaukee

Highway Garage and Police Not Included

Occupancy Notes									
FUNCTION AREA/ Room	Station Size		Net	# of	Net	Circul.	Seasonal	Room Configuration	
	X'	Y'	SF/Station	Staff	Useable SF	& Walls	PTE SF	X'	Y'

Garage Functions

Heated Garage 20%									
Heavy Duty Parking Stall	40	14	560	13	7,280			HWY	
Medium Duty Parking Stall	30	12	360	6	2,160			HWY	
Light Duty Parking Stall	20	10	200	10	2,000			HWY	
Equipment Stalls	10	10	100	31	3,100			HWY	
Heavy Duty Parking Stall	40	14	560	2	1,120			SW	
Medium Duty Parking Stall	30	12	360	0	0			SW	
Light Duty Parking Stall	20	10	200	1	200			SW	
Equipment Stalls	10	10	100	7	700			SW	
Garage Drive Aisle	276	26	7176	1	7,176				
SUBTOTAL				71	23,736	4747	28,483	120	237

Repair Bay 20%									
Repair Bay	58	24	1392	2	2,784				
SUBTOTAL				2	2784	557	3,341	120	28

Welding & Storage 20%									
Welding/Machining Bay	30	20	600	1	600				
Parts Storage	26	18	468	1	468				
Mechanic's Tool Closet	12	12	144	1	144				
PPE Gear	16	12	192	1	192				
Field Tools/Applications	14	14	196	1	196				
Bulk Fluid Storage	18	14	252	1	252				
Steel Stock Racks	30	14	420	1	420				
Tire Storage/Hydraulic Shop	22	16	352	1	352				
Sign Storage	20	14	280	1	280				
SUBTOTAL				9	2,904	581	3,485	120	29

Wash Bay						20%		
Truck & Equip Wash Bay	60	28	1680	1	1,680			
SUBTOTAL				1	1,680	336	2,016	120 17

Highway Crew & Admin						20%		
Highway Supt.	14	14	196	1	196			
Lead Foreman	10	10	100	1	100			
Assembly Room	28	20	560	1	560			
Men's Locker/Rest Room	20	18	360	1	360			
Women's Locker/Rest Room	14	14	196	1	196			
SUBTOTAL				5	1,412	282	1,694	120 14

Garage Functions Total	39,019
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City Hall & Garage Functions Total	72,503
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Cold & Bulk Storage								
Cold Storage Highway	120	80	9600	1	9,600			
Salt Storage	80	60	4800	1	4,800			
SUBTOTAL			14,400	2	14,400	14,400	100	144

Summary of SF by Function & Percent Overall

City of Pewaukee

FUNCTIONAL AREA	Optimal SF	% of Overall
City Hall Office Functions		
Administration	1,664	1.7%
Clerk	1,258	1.3%
Employee Services	562	0.6%
IT	624	0.7%
Planning/Bldg Insp	1,612	1.7%
Engineering	2,179	2.3%
Parks & Rec	2,794	2.9%
Utilities	1,768	1.9%
Council Chambers	4,540	4.8%
Common Functions	9,495	10.0%
Police/Courts	6,989	7.3%
City Hall Square Footage Totals	33,484	35.1%
Garage Functions		
Highway/SW Garage	40,645	42.6%
Parks Garage	11,354	11.9%
Utilities Garage	7,829	8.2%
Building Inspector & Assessor	2,053	2.2%
Garage Functions Total	61,881	64.9%
Total Main Shop Building SF	95,365	100%

Optimal to Existing SF Comparison & Increases

City of Pewaukee

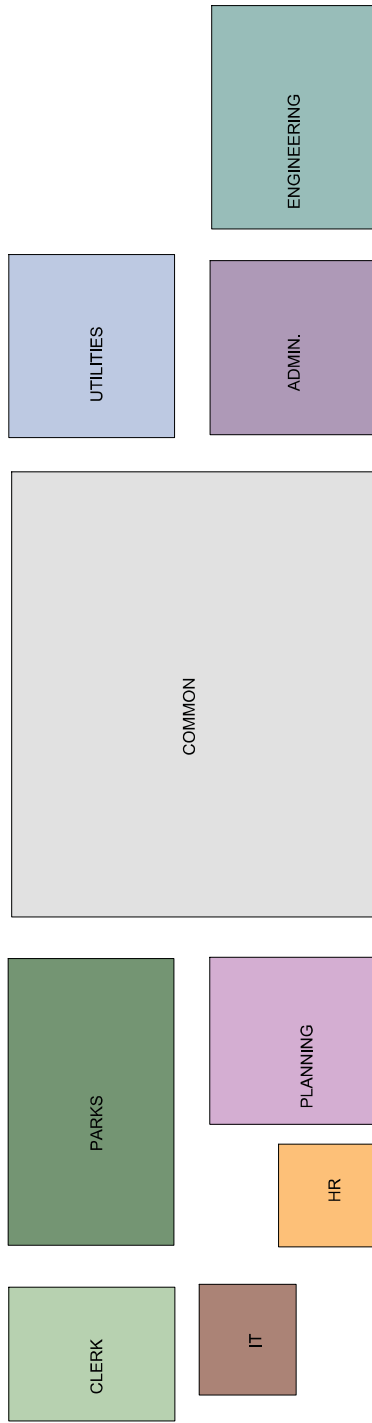
FUNCTIONAL AREA	Optimal SF	Existing SF	SF Increase	% Increase
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City Hall Office Functions				
Administration	1,664	1,390	274	16%
Clerk	1,258	1603	-345	-27%
Employee Services	562	361	201	36%
IT	624	477	147	24%
Planning/Bldg Insp	1,612	450	1,162	72%
Engineering	2,179	1,327	852	39%
Parks & Rec	2,794	2,321	473	17%
Utilities	1,768	1,617	151	9%
Council Chambers	4,540	4,204	336	7%
Common Functions	9,495	9,518	-23	0%
Police/Courts	6,989	6,989	0	0%
City Hall Square Footage Totals	33,484	30,257	3,227	10%

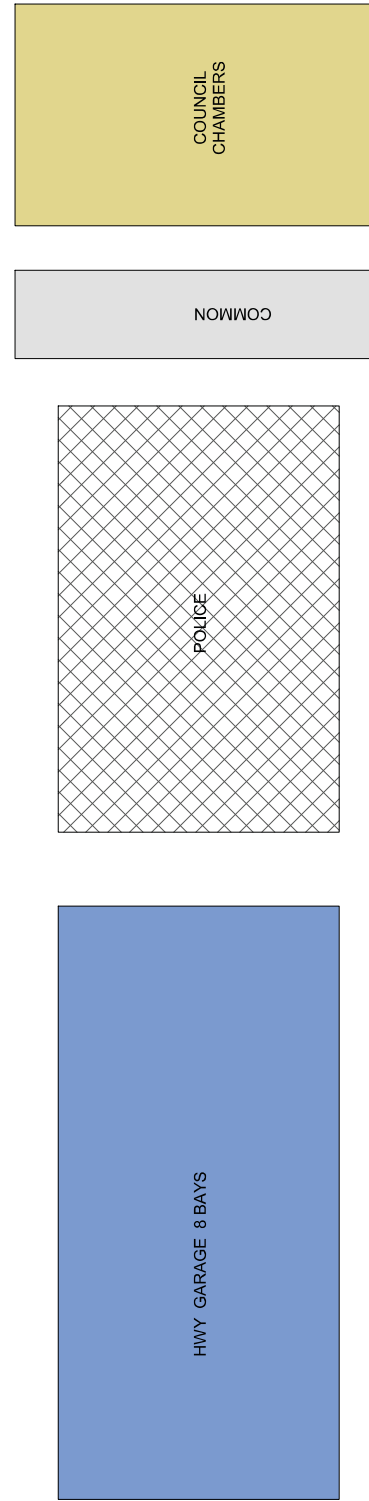
Garage Functions				
Highway/SW Garage	40,645	9,710	30,935	76%
Parks Garage	11,354	1,000	10,354	91%
Utilities Garage	7,829	1	7,828	100%
Building Inspector/Assessor	2,053	1	2,052	100%
Garage Functions Total	61,881	10,712	51,169	83%

Total Building SF	95,365	40,969	54,396	57%
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Cold & Bulk Storage				
Cold Storage Highway	9,600	4000	5,600	58%
Cold Storage Parks	8,000	2000	6,000	75%
Cold Storage Utilities	6,400	1000	5,400	84%
Salt Storage	4,800	3000	1,800	38%
Storage Buildings Total	28,800	10,000	18,800	65%



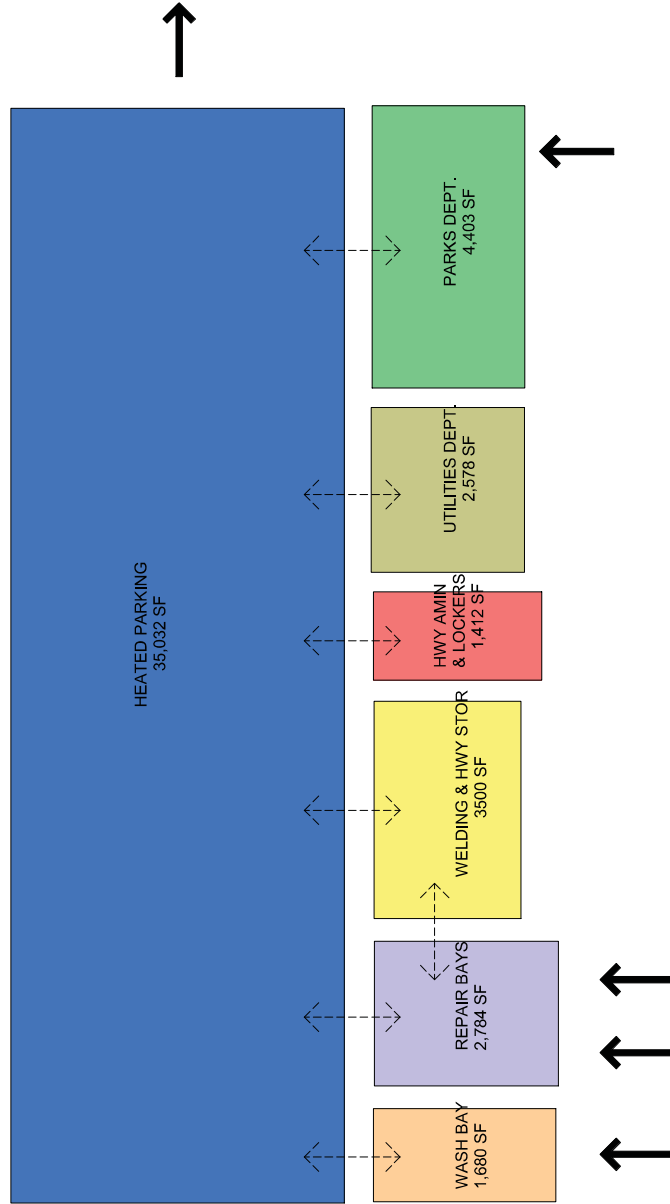
SECOND FLOOR

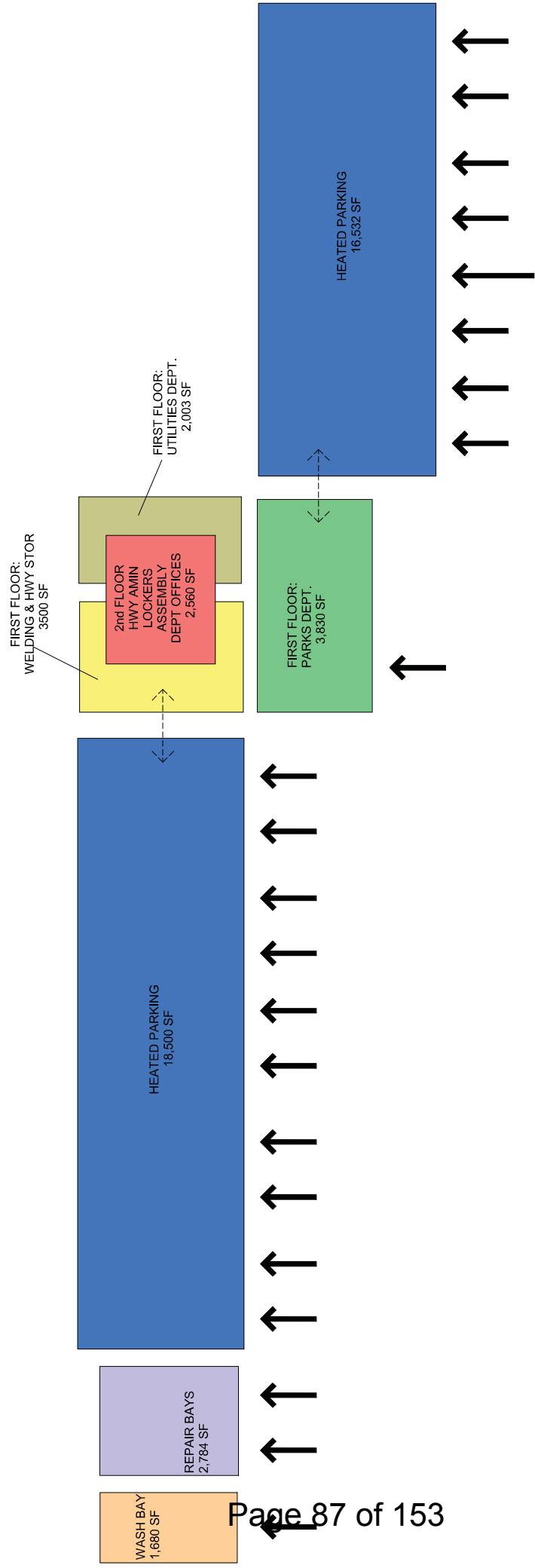


FIRST FLOOR

50859- CITY HALL IMPROVEMENTS FOR:
THE CITY OF PEWAUKEE
CONCEPTAL PRE-DESIGN STUDY
01.03.20

RELATIONSHIP
DIAGRAM- CITY HALL
OFFICE FUNCTIONS





SECTION 7

CONCEPTUAL DESIGN PLANS

INTRODUCTION

The four site options designed were first developed to a conceptual level. After that these options were further developed to show equipment, stall layouts, and site circulation. All the options explore new construction of the departments listed below. Option 4 would require Parks and Utilities to use an off-site location.

NEW BUILDINGS

New Heated Garage/Staff support Building

A new double loaded Vehicle Garage, Repair, and Staff building is to be constructed on the west side of the site. The Vehicle Garage meets all the department parking space needs with 16 heavy-duty stalls, 11 medium-duty stalls, 35 light-duty stalls, and 72 equipment stalls. The Repair bays meet service needs with (2) bays at 3,341 SF each for the Highway Department and (1) new small engine service bay for Parks. Also, a new 2,016 SF Truck & Equipment Wash Bay is linked to the Garage. This building encompasses new DPW staff support space including the following spaces divided by department:

Highway Department

Superintendent office, Lead Forman office, Assembly Room, Men's Locker Room, and Women's Locker Room. Linking off the Garage drive aisle is a new Welding/Machining Bay, Parts Storage, Mechanic tool closet, PPE Gear area, field tool area, bulk fluid storage, steel stock racks, tire storage/hydraulic shop, and sign storage. Within the main Garage are all the new stalls meeting the current parking space needs with 13 Heavy Duty Parking stalls, 6 Medium Duty Parking Stalls, 10 Light Duty Parking Stalls, and 31 Equipment Stalls.

Parks Department

Forman office, Assembly/PC stations, Building supply storage, Small engine repair, Carpentry shop, field tools/Applications, PPE Gear, Power tools & sharpening, mower wash bay. Within the main Garage are all the new stalls meeting the current

parking space needs with 4 Medium Duty Parking Stalls, 13 Light Duty Parking stalls, and 12 Equipment Stalls.

Utilities Department

Superintendent office, Assembly/PC Stations, field tools/Applications, PPE Gear, & Meter Storage. Within the main Garage are all the new stalls meeting the current parking space needs with 2 Heavy Duty Parking Stalls, 1 Light Duty Parking Stalls, and 7 Equipment Stalls.

Storm Water Department

Within the main Garage are all the new stalls meeting the current parking space needs with 1 Medium Duty Parking Stalls, 7 Light Duty Parking Stalls, and 22 Equipment Stalls.

Building Inspector/Assessor Department

Linking off the garage drive aisle are all new stalls meeting the current parking space needs with 2 Light Duty stalls.

New Cold & Bulk Storage for Highway & Utilities

A new combined mix use cold & bulk storage building to be located on the south side of the site will meet the current need for 9,600 SF of Cold Storage for the Highway Department and 6,400 SF of Cold Storage for the Utilities Department. The existing Garage will be the new location for the Parks Department cold storage.

New Salt Storage Building

A new 7,200 SF / 4,800 ton capacity Salt Storage Gambrel Pitched Roof building will replace the existing Salt Storage building. The location of the new building will be either in the same general area as the existing or to the far northwest corner of the site.

EXISTING BUILDINGS

City Hall Office

The existing Main City Hall and office 2-story structure is to remain and be renovated for reuse. It will receive minor interior security and office renovations. The current 1964-1978 heated garage and staff space will be repurposed for Parks Cold storage, meeting the space needs of 8,000 SF for the Parks Department cold storage.

Cold Storage

The existing mixed use large cold storage South Central Frame building to be demolished or relocated off site and the existing mixed use cold storage small masonry building is to remain.

Note: Recycling department to be relocated off-site.

CIVIL/SITE ANALYSIS

The overall campus has a number of features that affect the layout and design of the proposed site options, including water/well infrastructure, significant existing topography, railway ROW, as well as access to the site area.

All options would require a sanitary sewer extension to the west from just east of the existing bunker storage area where the existing sanitary sewer resides. Storm sewer for all options would likely be routed to the south/west.

There are some requirements related to Wellhead Protection that would pertain to this site for future improvements, both from a Local municipal ordinance as well as a Statewide WDNR regulation. We have researched and spoke with WDNR officials about wellhead protection requirements (*this specific site was not discussed, however general requirements and historical practice was reviewed.*) The summary of information being listed below:

- A discussion with a WDNR Water Engineer regarding wellhead protection concluded (Per NR 811) **salt storage use requires a 1200' separation from the existing well**. This would pertain to modifications of the existing salt storage facility or a new relocated salt storage facility (*this campus does not have the size/distance to comply with the 1200' setback requirement currently*).
- In addition, should the fueling area be modified or relocated, a 300-600' setback would be required (*distance varies based on the type of containment and tank system used*).
- Waste oil recycling would also trigger a 1200' setback if this was a current or future use in consideration.
- Open Stormwater ponds require a 400' setback; contained underground Stormwater systems could be less and would be reviewed further.

If the setback requirements cannot be met, there is a high percentage chance that the **proposed** triggering feature/use (salt storage, modified fuel islands, waste storage) would not be permitted for construction at this site (based on conversations only at this point, not a specific site

evaluation with WDNR). The option to review the site with WDNR was discussed, the City wished to evaluate all site options before taking the next step in discussions. There could be some additional variances or exceptions to the WDNR Wellhead Protection criteria based on the specific characteristics of the Well on the site (e.g. depth, capacity, etc). These potential variances would need to be reviewed during a site-specific evaluation with WDNR Water/Well Engineering.

SITE OPTION 1

SITE OPTION 1A

1. Due to the existing topography on the site sloping down from the north part of the parcel (site slopes to the south approx. 25-30'), a retaining wall would be required to allow for useable space to construct site or building improvements. The building could act as a retaining wall.
2. Possibility of providing some at-grade Stormwater management (SWM) to the west of the proposed improvements (cold storage or pavement areas).
3. The estimated cost of this option is \$13,739,181.

SITE OPTION 1B

1. 14 space parking lot
2. 30' access road at 9% grade north of DPW
3. Grading for this improved and additional parking area would require an extension of a retaining wall to allow for the construction of the driveway connection.
4. Would likely require a zoning variance or a purchase of additional lands (to the north or west) to comply with greenspace requirements.
5. The estimated cost of this option is \$14,180,655.

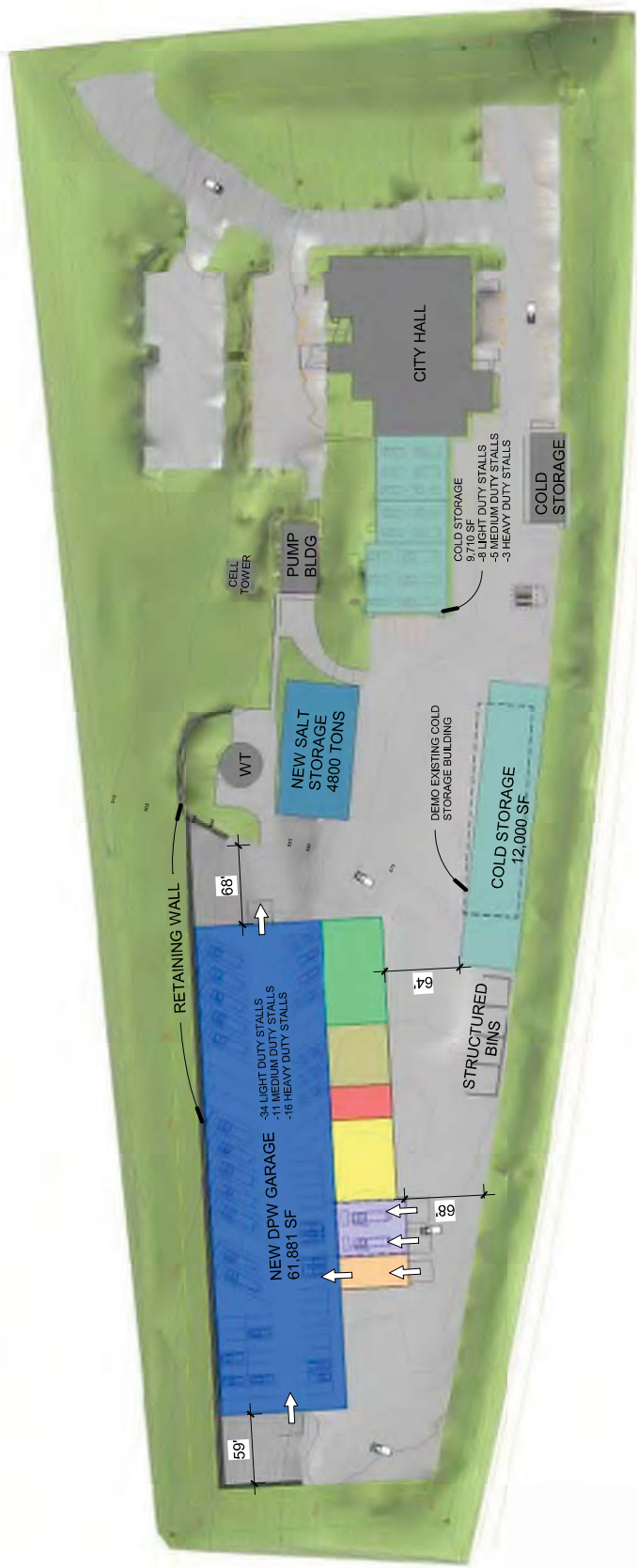
OPTION BENEFITS:

1. Brings all the Departments together in one building.
2. Provides sufficient room for the heated parking.
3. Provides a drive-through truck wash.
4. The Repair Shop has the recommended two bays along with a separate Parks Small engine Repair bay and Mower wash bay.
5. Repair parts, wood shop and bulk fluids have their own space.
6. A distinct Sign Shop is created off of the Welding Shop.
7. A distinct Women's Locker room is provided along with the Men's Locker room adjacent to the truck parking.
8. The existing DPW shop and staff offices are within new building allowing for more synergy between all departments.

OPTION DRAWBACKS:

1. Removal / loss of recycling yard.
2. One directional vehicular traffic flow into and out of the site.
3. Requires extensive site work.

- LEGEND
- EXISTING CITY HALL
 - EXISTING VEHICLE BLDG
 - HEATED GARAGE
 - REPAIR BAY
 - WELDING & STORAGE
 - WASH BAY
 - PARKS GARAGE
 - UTILITY GARAGE
 - HIGHWAY CREW & ADMIN



Site Option 1A

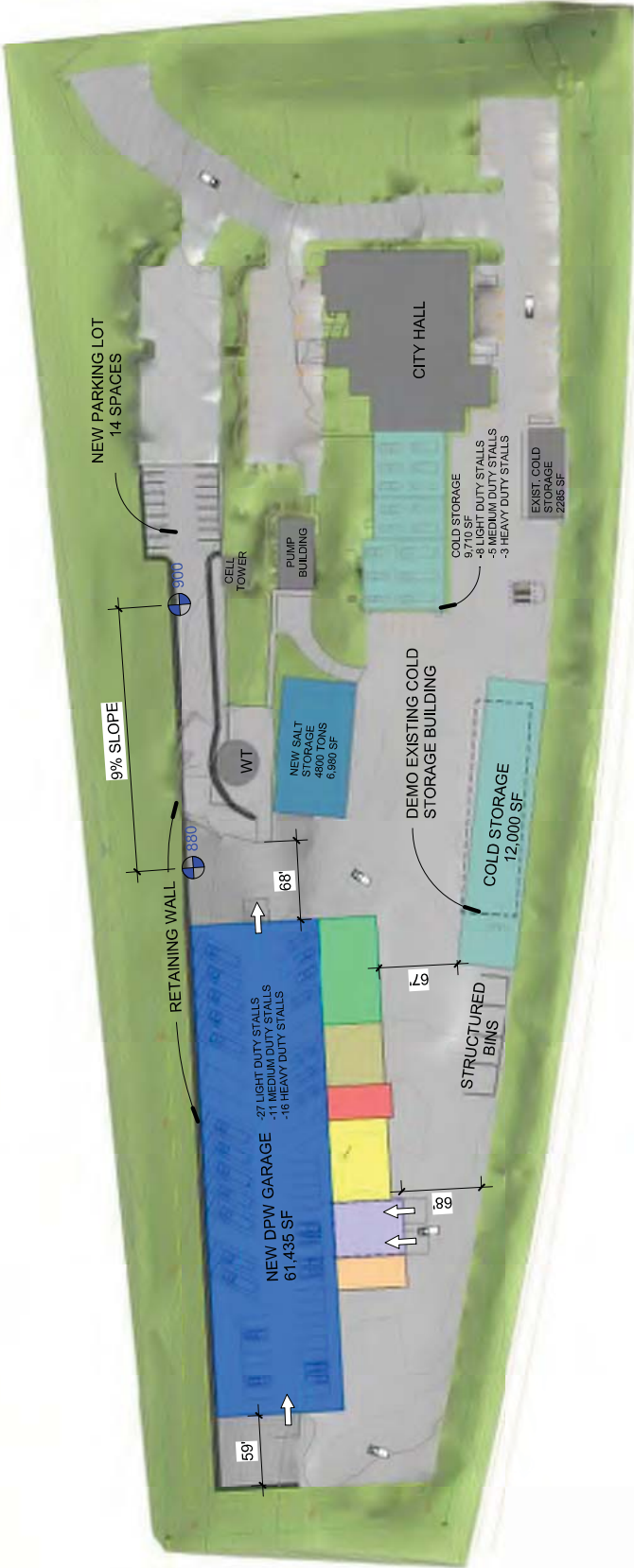


50859- CITY HALL IMPROVEMENTS FOR:
THE CITY OF PEWAUKEE
CONCEPT PRE-DESIGN STUDY
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LEGEND

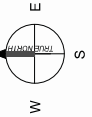
- EXISTING CITY HALL
- EXISTING VEHICLE BLDG
- HEATED GARAGE
- REPAIR BAY
- WELDING & STORAGE
- WASH BAY
- PARKS GARAGE
- UTILITY GARAGE
- HIGHWAY CREW & ADMIN

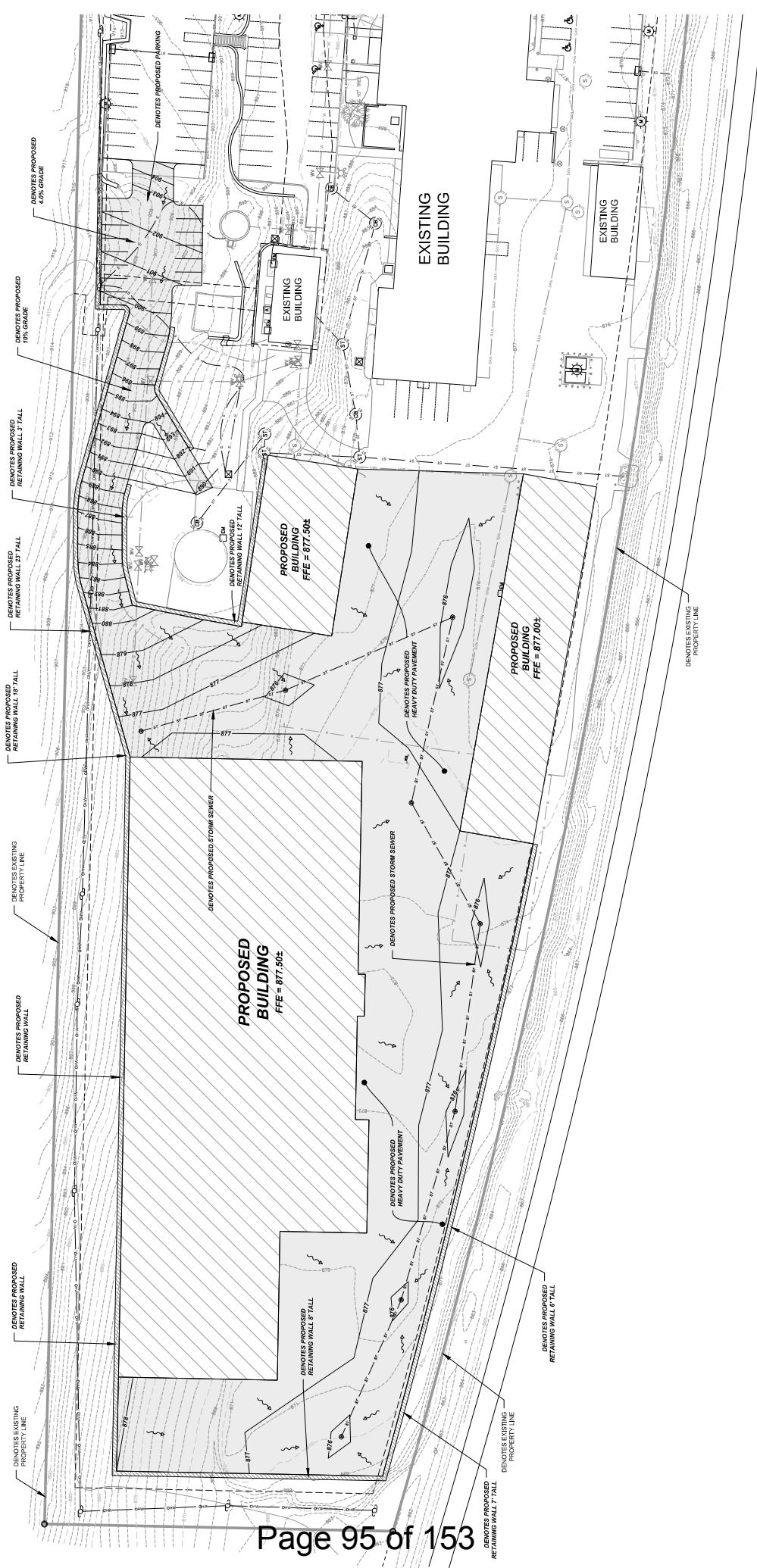
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CONCEPTAL PRE-DESIGN STUDY
02.10.20



Site Option 1B

PROJECT NORTH





Construction Cost Estimate - Option 1A & 1B

Pewaukee Highway Department

Main Garage Precast, Storage Building Pre-Engineered

	SF/Quantity	Cost per SF	Total
<u>Demolition</u>			
Yard Buildings	8,626	8	\$ 69,008
	8,626	Total	\$ 69,008

<u>Main Garage</u>			
Crew & Admin	1,466	210	\$ 307,860
Welding & Storage	3,612	180	\$ 650,160
Parks	4,690	180	\$ 844,200
Utilities	2,737	160	\$ 437,920
Repair Bay	2,724	180	\$ 490,320
Heated Garage	44,900	130	\$ 5,837,000
Truck Wash	1,750	160	\$ 280,000
	61,879	Total	\$ 8,847,460

<u>Site Construction</u>			
Site Work	5.6	\$ 200,000	\$ 1,120,000
Fuel Station			\$ -
Cold Storage Building	12300	\$ 75	\$ 922,500
New Salt Storage Building	6,980	\$ 50	\$ 349,000
	19,286	Total	\$ 2,391,500

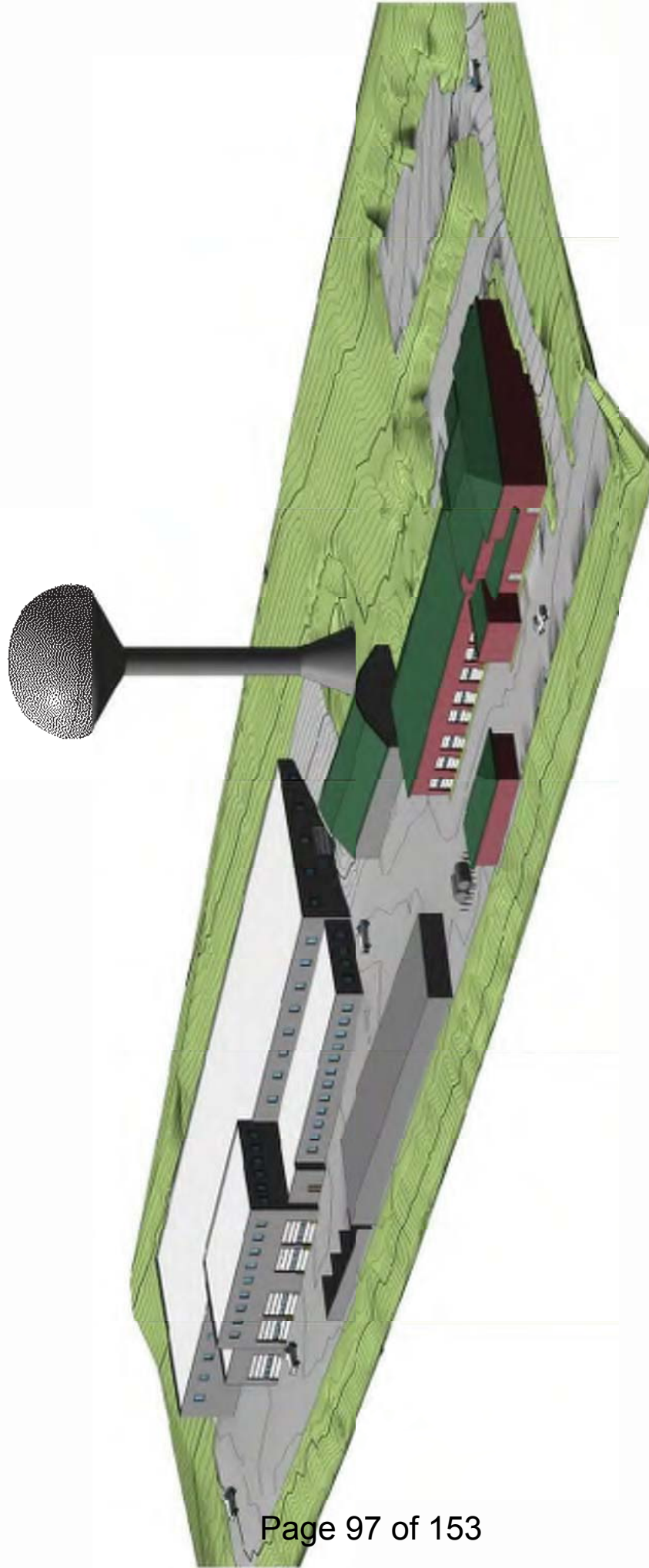
Total Construction Cost	\$ 11,307,968
Total SF	61,879
Cost Per Square Foot Including Site Construction	\$ 182.74

<u>Soft Costs</u>		
Construction Contingency		\$ 904,637
GC / CM Fee		\$ 282,699
Architecture / Engineering Fees		\$ 678,478
Design Phase Contingency		\$ 565,398
	Total	\$ 2,431,213

Option 1A Project Total \$ 13,739,181

<u>Option 1B</u>		
Add North Access Road		\$ 383,890
Access Road Soft Costs		\$ 57,584
Total Construction Cost		\$ 441,474

Option 1B Project Total \$ 14,180,655



SITE OPTION 1
PERSPECTIVE

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SITE OPTION 2

1. This option creates an easier access to the building from a vehicle movement and access standpoint. A retaining wall would be required on the south side, likely incorporated into the building foundation if it was placed adjacent to the property line.
2. Possibility of providing some at-grade Stormwater management (SWM) to the west of the proposed improvements (cold storage or pavement areas).
3. The estimated cost of this option is \$12,499,079.

OPTION BENEFITS:

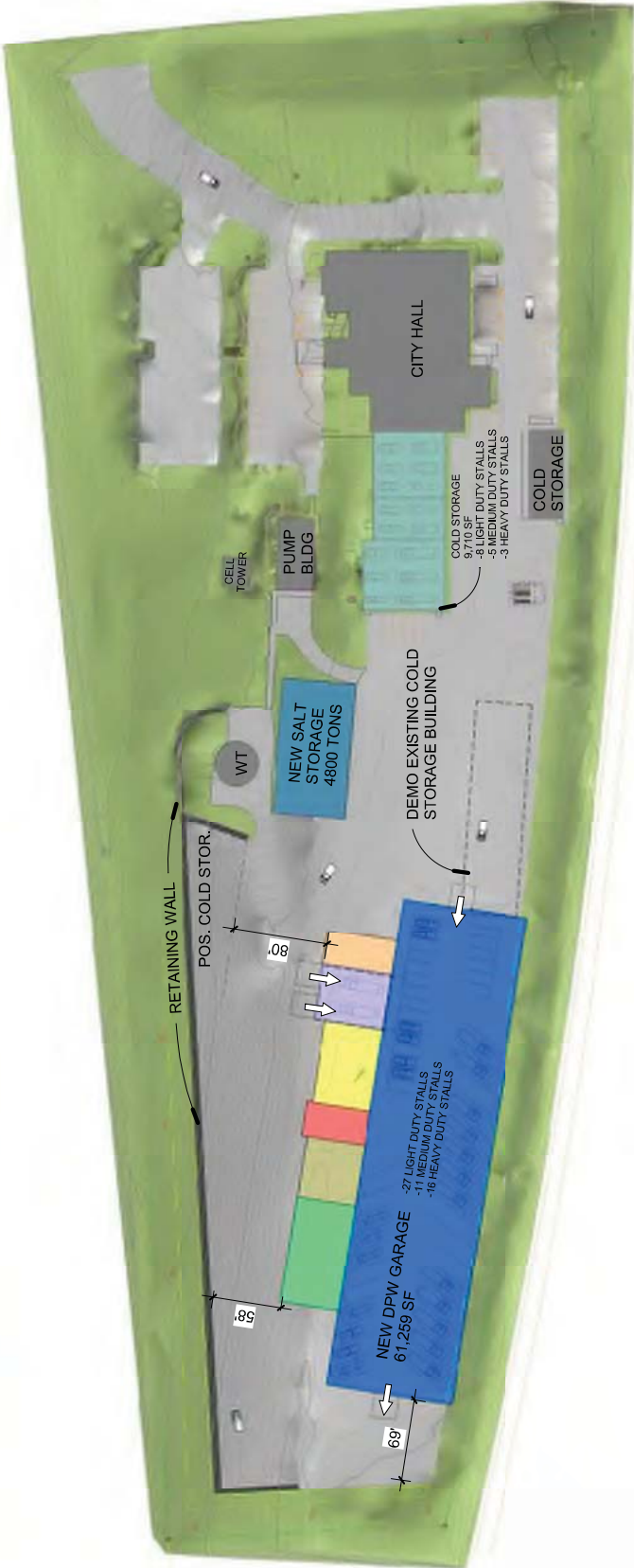
1. Brings all the Departments together in one building.
2. Provides sufficient room for the heated parking.
3. Provides a drive-through truck wash.
4. The Repair Shop has the recommended two bays along with a separate Parks Small engine Repair bay and Mower wash bay.
5. Repair parts, wood shop and bulk fluids have their own space
6. A distinct Sign Shop is created off of the Welding Shop.
7. A distinct Women's Locker room is provided along with the Men's Locker room adjacent to the truck parking.
8. The existing DPW shop and staff offices are within new building allowing for more synergy between all departments.
9. Provides a more direct vehicular traffic pattern that follows the current patterns on the entering and exiting of the site.
10. Allows for more economical and standard building construction. (i.e. Option 2 will be located on relatively flat land vs. Option 1 where the design of the building gets built into the hillside)

OPTION DRAWBACKS:

1. Removal / loss of recycling yard.
2. Removal / loss of cold storage building.
3. One directional vehicular traffic flow into and out of the site.
4. Requires extensive site work.

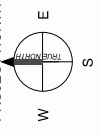
LEGEND

- EXISTING CITY HALL
- EXISTING VEHICLE BLDG
- HEATED GARAGE
- REPAIR BAY
- WELDING & STORAGE
- WASH BAY
- PARKS GARAGE
- UTILITY GARAGE
- HIGHWAY CREW & ADMIN



Site Option 2

PROJECT NORTH



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Construction Cost Estimate - Option 2

Pewaukee Highway Department

Main Garage Precast, Storage Building Pre-Engineered

	SF/Quantity	Cost per SF	Total
<u>Demolition</u>			
Yard Buildings	8,626	8	\$ 69,008
	8,626	Total	\$ 69,008

<u>Main Garage</u>			
Crew & Admin	1,536	210	\$ 322,560
Welding & Storage	3,445	180	\$ 620,100
Parks	4,470	180	\$ 804,600
Utilities	2,610	160	\$ 417,600
Repair Bay	2,724	180	\$ 490,320
Heated Garage	44,724	130	\$ 5,814,120
Truck Wash	1,750	160	\$ 280,000
	61,259	Total	\$ 8,749,300

<u>Site Construction</u>			
Site Work	5.6	\$ 200,000	\$ 1,120,000
Fuel Station			\$ -
New Salt Storage Building	6,980	\$ 50	\$ 349,000
	6,986	Total	\$ 1,469,000

Total Construction Cost	\$ 10,287,308
Total SF	61,259
Cost Per Square Foot Including Site Construction	\$ 167.93

<u>Soft Costs</u>		
Construction Contingency	\$	822,985
GC / CM Fee	\$	257,183
Architecture / Engineering Fees	\$	617,238
Design Phase Contingency	\$	514,365
	Total	\$ 2,211,771

Option 2 Project Total **\$ 12,499,079**



50859- CITY HALL IMPROVEMENTS FOR:
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CONCEPTAL PRE-DESIGN STUDY
02.10.20

SITE OPTION 2
PERSPECTIVE



SITE OPTION 3

SITE OPTION 3A

1. Main garage is extended to the West of the site.
2. Administrative and crew facilities would be on a second floor, accessed at the same level as City Hall second floor.
3. The estimated cost of this option is \$11,084,455.

SITE OPTION 3B

1. 14 space parking lot
2. 30' access road at 9% grade north of DPW
3. The estimated cost of this option is \$11,455,783

OPTION BENEFITS:

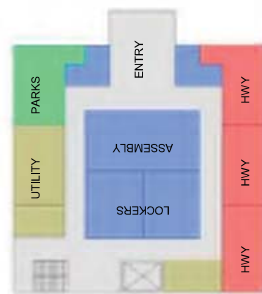
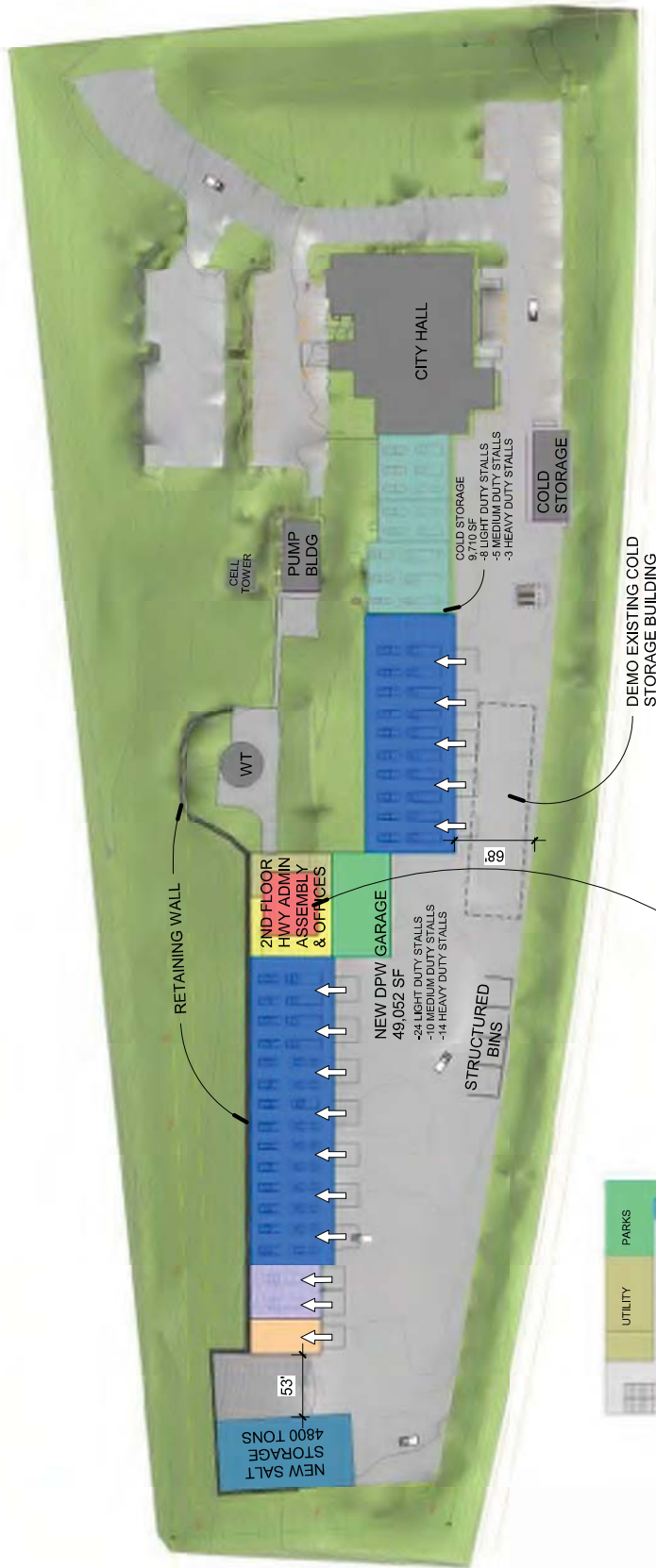
1. The linear design flows with the current existing site & buildings.
2. Provides a yard space for department storage.

OPTION DRAWBACKS:

1. The whole south façade will be a continuous row of overhead garage doors, which adds cost, and increases building air infiltration, which reduces the energy efficiency of the building.
2. No Cold Storage facility is provided onsite as the existing one is demolished. The City will need to replace the Cold Storage offsite.

SITE LEGEND

- EXISTING CITY HALL
- EXISTING VEHICLE BLDG
- HEATED GARAGE
- REPAIR BAY
- WELDING & STORAGE
- WASH BAY
- PARKS GARAGE
- UTILITY GARAGE
- HIGHWAY CREW & ADMIN

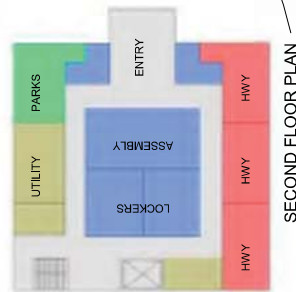


SECOND FLOOR PLAN

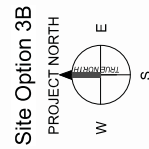


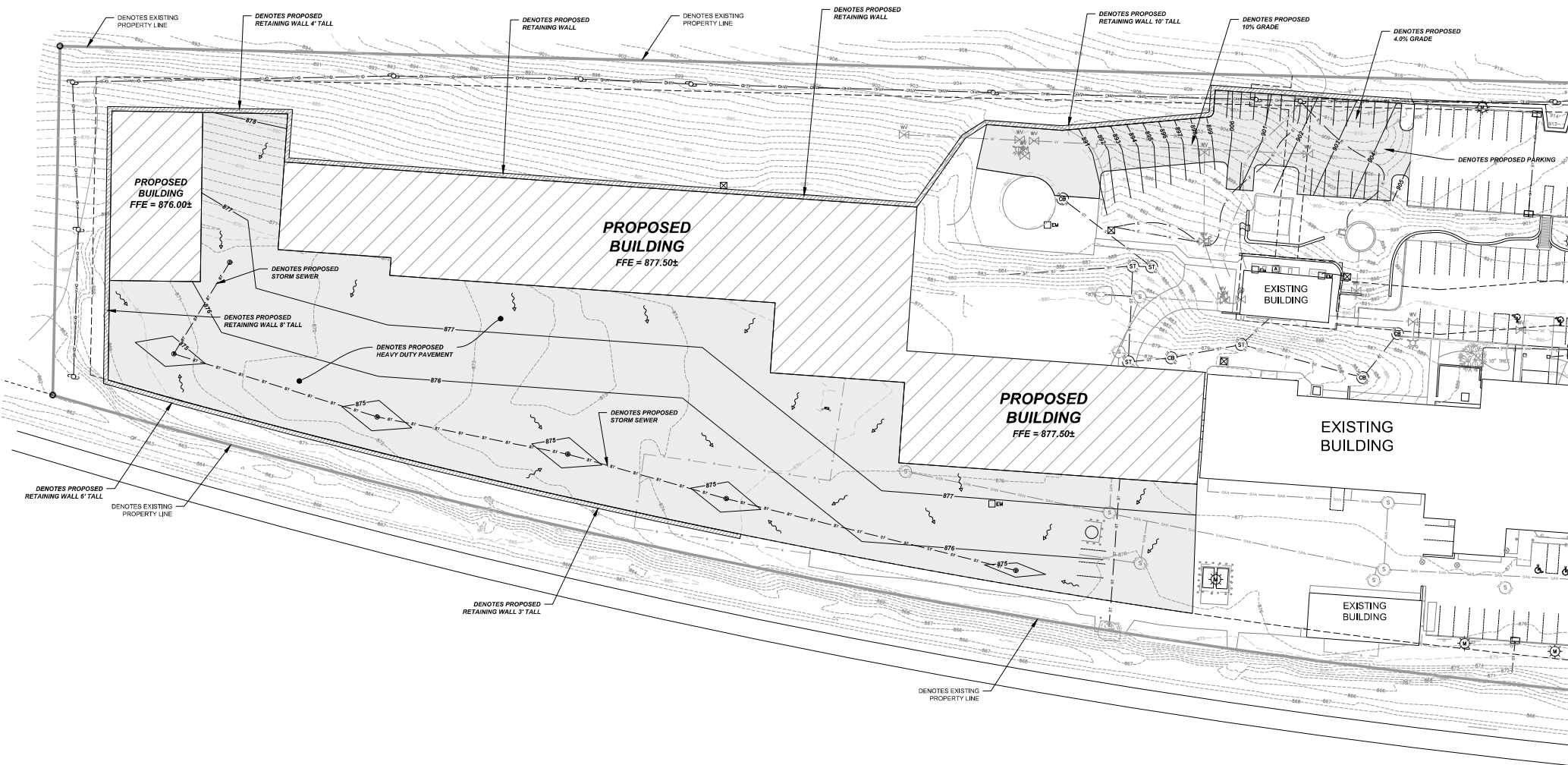
SITE LEGEND

- EXISTING CITY HALL
- EXISTING VEHICLE BLDG
- HEATED GARAGE
- REPAIR BAY
- WELDING & STORAGE
- WASH BAY
- PARKS GARAGE
- UTILITY GARAGE
- HIGHWAY CREW & ADMIN



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02.10.20





Construction Cost Estimate - Option 3A & 3B

Pewaukee Highway Department

Main Garage Precast, Storage Building Pre-Engineered

	SF/Quantity	Cost per SF	Total
<u>Demolition</u>			
Yard Buildings	8,626	8	\$ 69,008
	8,626	Total	\$ 69,008

<u>Main Garage</u>			
Crew & Admin	2,555	210	\$ 536,550
Welding & Storage	3,724	180	\$ 670,320
Parks	4,450	180	\$ 801,000
Utilities	2,558	160	\$ 409,280
Repair Bay	2,752	180	\$ 495,360
Heated Garage	33,765	130	\$ 4,389,450
Truck Wash	1,769	160	\$ 283,040
	51,573	Total	\$ 7,585,000

<u>Site Construction</u>			
Site Work	5.6	\$ 200,000	\$ 1,120,000
Fuel Station			\$ -
New Salt Storage Building	6,980	\$ 50	\$ 349,000
	6,986	Total	\$ 1,469,000

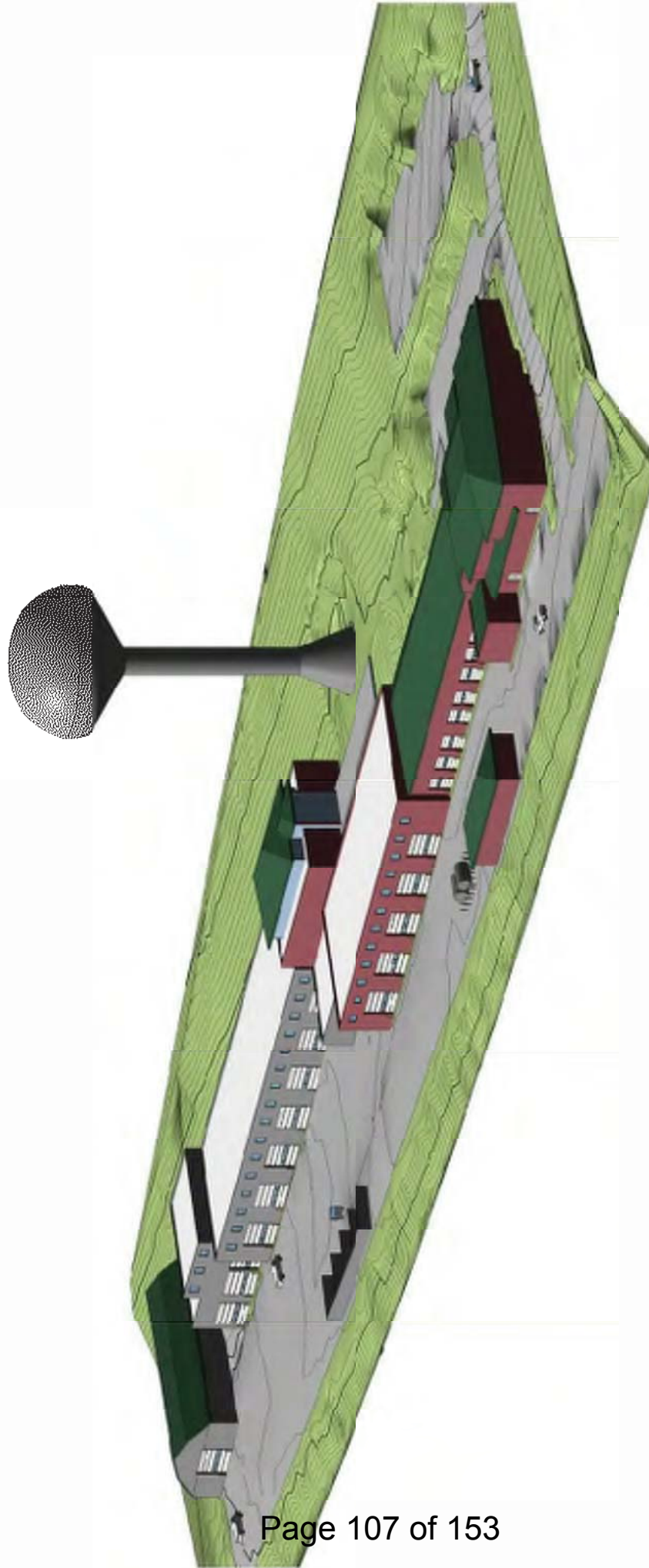
Total Construction Cost	\$ 9,123,008
Total SF	51,573
Cost Per Square Foot Including Site Construction	\$ 176.90

<u>Soft Costs</u>		
Construction Contingency		\$ 729,841
GC / CM Fee		\$ 228,075
Architecture / Engineering Fees		\$ 547,380
Design Phase Contingency		\$ 456,150
	Total	\$ 1,961,447

Option 3A Project Total \$ 11,084,455

<u>Option 3B</u>		
Add North Access Road		\$ 322,894
Access Road Soft Costs		\$ 48,434
Total Construction Cost		\$ 371,328

Option 3B Project Total \$ 11,455,783



SITE OPTION 3
PERSPECTIVE

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SITE OPTION 4

This is the recommended option.

SITE OPTION 4A

1. Minimizes footprint by anticipating Parks/Utilities would be located off-site.
2. The estimated cost of this option is \$8,534,437.

SITE OPTION 4B

1. Additional options to explore:
 - a. Mirror the garage on the site so that admin is accessed off the north.
 - b. Move the garage towards the north retaining wall.
2. The estimated cost of this option is the same as 4A, \$8,534,437.

OPTION BENEFITS:

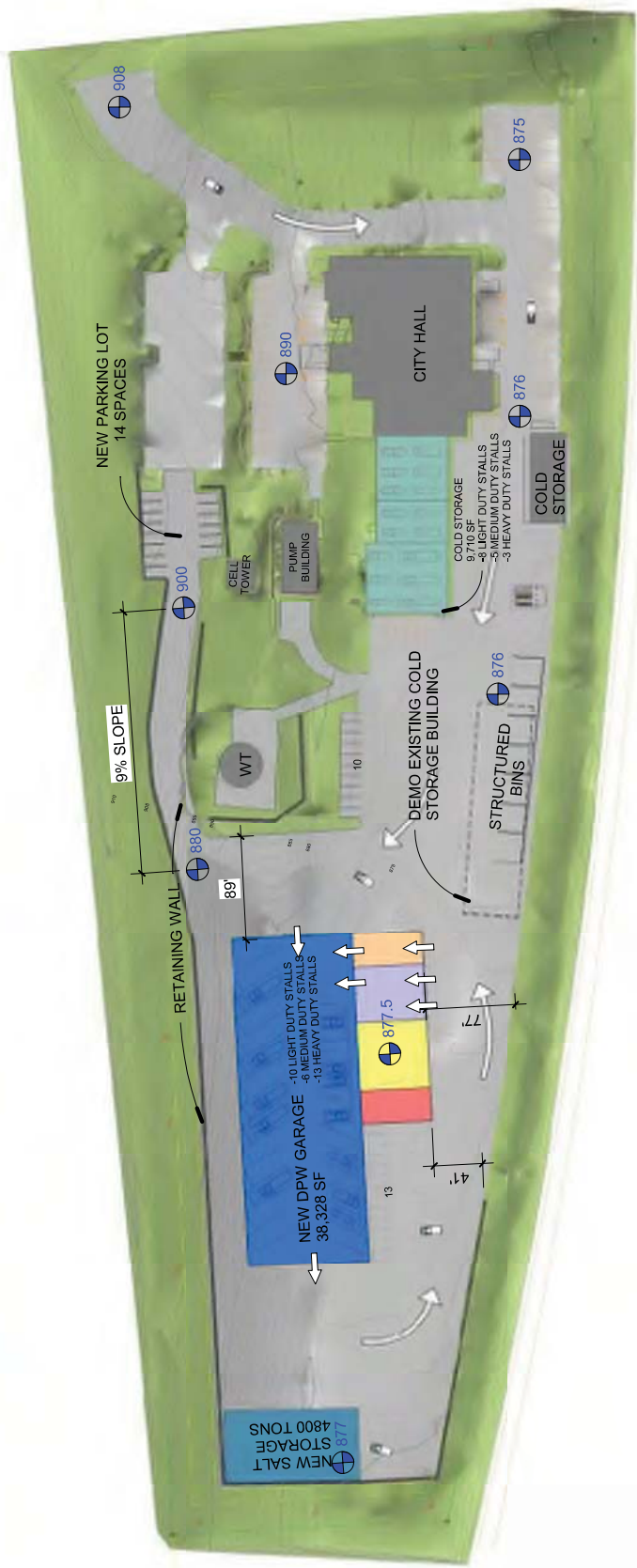
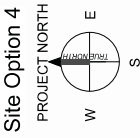
1. Provides sufficient room for the heated parking.
2. Provides a drive-through truck wash.
3. The Repair Shop has the recommended two bays along with a separate Parks Small engine Repair bay and Mower wash bay.
4. Repair parts, wood shop and bulk fluids have their own space
5. A distinct Sign Shop is created off of the Welding Shop.
6. A distinct Women's Locker room is provided along with the Men's Locker room adjacent to the truck parking.
7. The existing DPW shop and staff offices are within new building allowing for more synergy between all departments.
8. The centered site location provides a more direct vehicular traffic pattern that follows the current patterns on the entering and exiting of the site.
9. This design allows for proper turning radius distances.
10. Allows for employee parking spaces.
11. Opens up circulation path around garage.

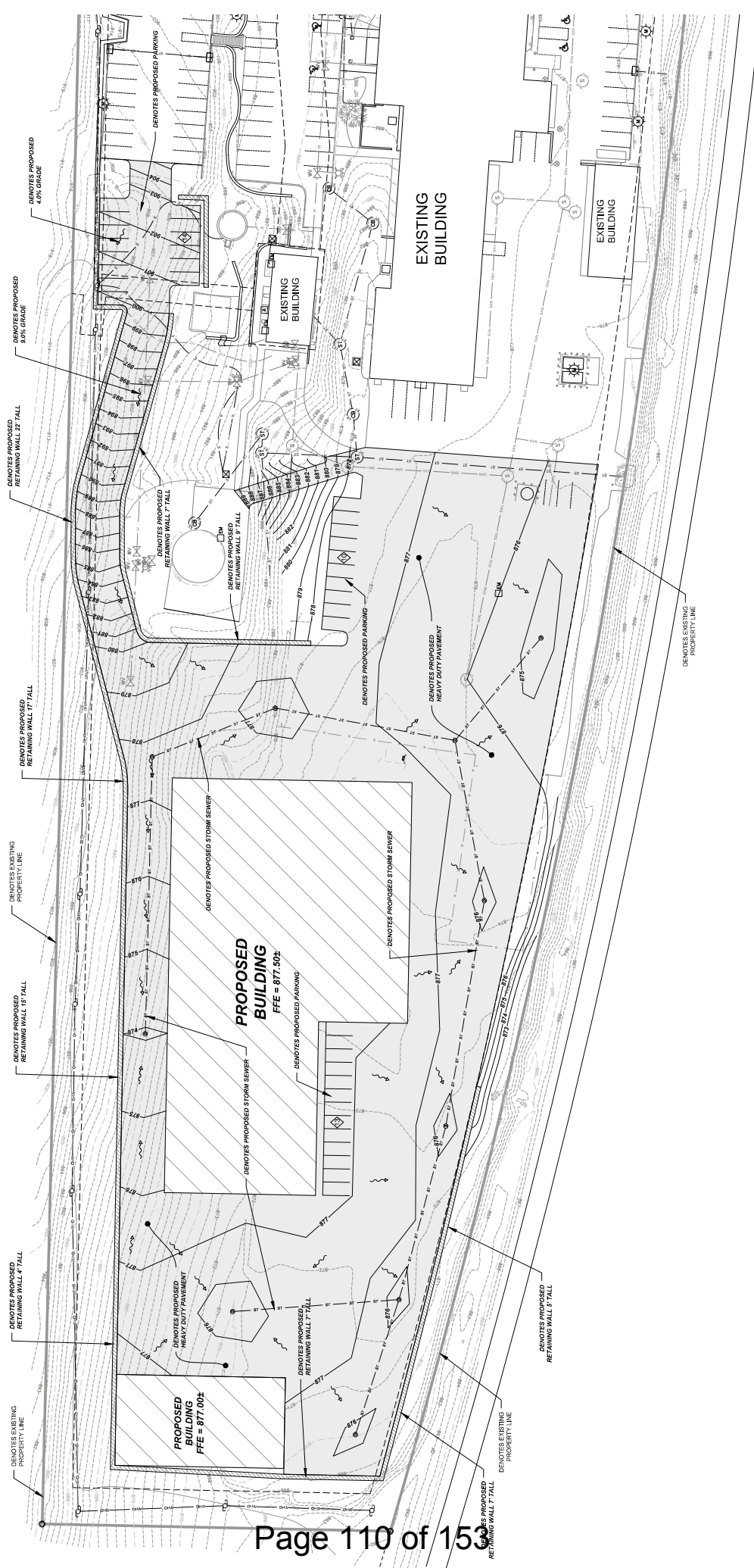
OPTION DRAWBACKS:

1. Parks and Utilities would have to find a new location off-site.

- LEGEND**
- EXISTING CITY HALL
 - EXISTING VEHICLE BLDG
 - HEATED GARAGE
 - REPAIR BAY
 - WELDING & STORAGE
 - WASH BAY
 - PARKS GARAGE
 - UTILITY GARAGE
 - HIGHWAY CREW & ADMIN

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THE CITY OF PEWAUKEE
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02.10.20





Construction Cost Estimate - Option 4, A & B are Same

Pewaukee Highway Department

Main Garage Precast, Storage Building Pre-Engineered

	SF/Quantity	Cost per SF	Total
<u>Demolition</u>			
Yard Buildings	8,626	8	\$ 69,008
	8,626	Total	\$ 69,008

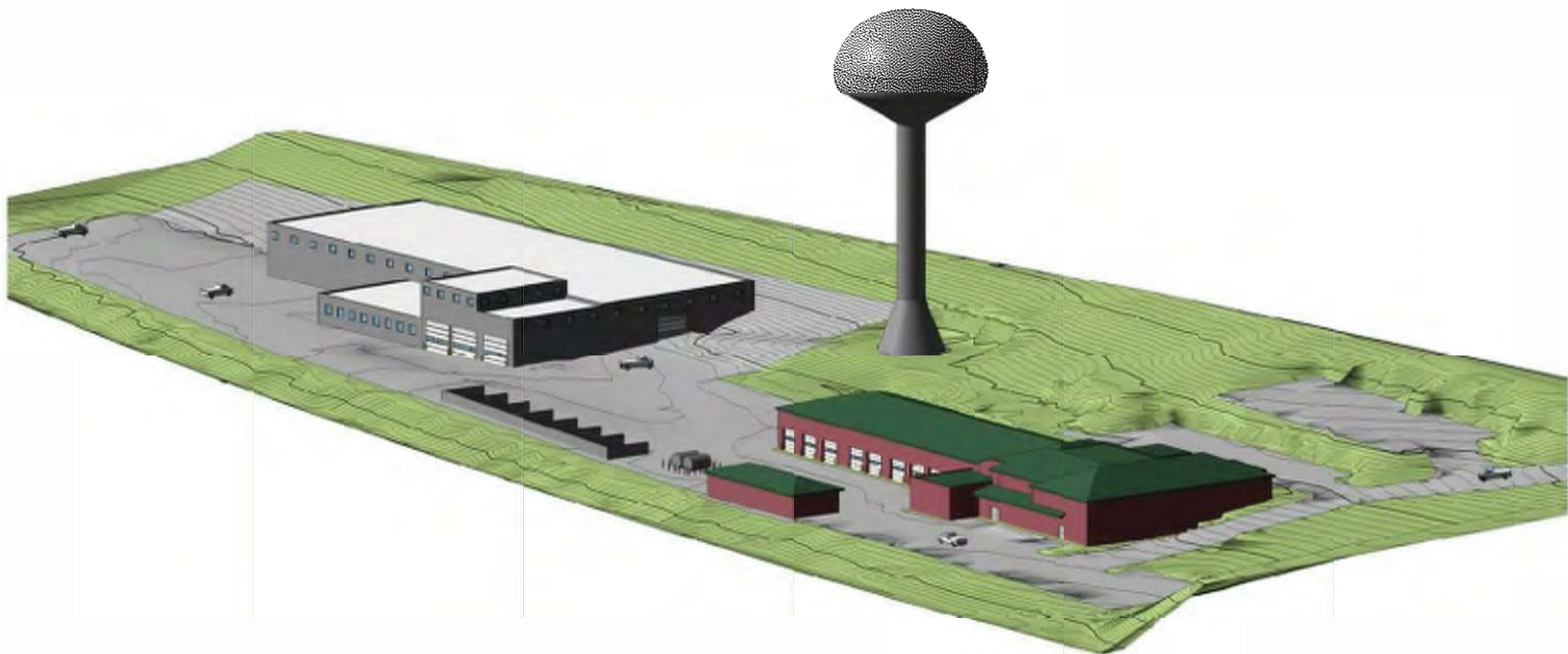
<u>Main Garage</u>			
Crew & Admin	1,702	210	\$ 357,420
Welding & Storage	3,480	180	\$ 626,400
Repair Bay	2,792	180	\$ 502,560
Heated Garage	28,560	130	\$ 3,712,800
Truck Wash	1,794	160	\$ 287,040
	38,328	Total	\$ 5,486,220

<u>Site Construction</u>			
Site Work	5.6	\$ 200,000	\$ 1,120,000
Fuel Station			\$ -
New Salt Storage Building	6,980	\$ 50	\$ 349,000
	6,986	Total	\$ 1,469,000

Total Construction Cost	\$ 7,024,228
Total SF	38,328
Cost Per Square Foot Including Site Construction	\$ 183.27

<u>Soft Costs</u>	
Construction Contingency	\$ 561,938
GC / CM Fee	\$ 175,606
Architecture / Engineering Fees	\$ 421,454
Design Phase Contingency	\$ 351,211
Total	\$ 1,510,209

Option 4A & 4B Project Total **\$ 8,534,437**



50859- CITY HALL IMPROVEMENTS FOR:
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SITE OPTION 4
PERSPECTIVE



SITE OPTION 5

This option was not drawn up but for planning purposes, it is described here and costed without land purchasing costs.

SITE OPTION 5A

1. Option 5 has the DPW Garage, (Highway), moving offsite to a parcel of land away from the City Hall complex. To date a specific site has not been identified. The new site will have the Main Highway Garage, Cold Storage, and Salt Shed.
2. To remain on site will be the fueling station and recycle center.
3. The existing Highway Garage will be renovated for reuse by Parks and Utilities field crews and vehicles. The existing Cold Storage building would remain and be used for these Departments.
4. The status of the Salt Shed's continued use is not determined yet.
5. The estimated cost of this option is \$ \$8,944,948. Note this does not include land purchasing costs.

SITE OPTION 5

1. Add a north access road down to the recycle center at the existing site. \$9,386,422
2. The estimated cost of this option is \$9,386,422

OPTION BENEFITS:

1. Avoids the congestion of vehicle traffic and material storage the other options created.
2. Allows for reuse of the Highway Garage structure for continued use as a Garage for other Departments. Relieves issue of parking vehicles at remote sites and crews are close to their supervisors
3. Allows Highway to create a purpose-built yard and building complex that meets their current and future needs
4. Assuming site is flat, trucks can exit without going and down a steep slope.

OPTION DRAWBACKS:

1. Purchase of land.
2. DPW operations are separated from City Hall staff.

Construction Cost Estimate - Option 5A & 5B

Pewaukee Highway Department

New Offsite DPW Garage/Renovate Existing Highway Garage

NEW GARAGE OFFSITE	SF/Quantity	Cost per SF	Total
<u>Demolition</u>			
Yard Buildings	8,626	8	\$ 69,008
	8,626	Total	\$ 69,008

<u>Main Garage</u>			
Crew & Admin	1,702	210	\$ 357,420
Welding & Storage	3,480	180	\$ 626,400
Repair Bay	2,792	180	\$ 502,560
Heated Garage	28,560	130	\$ 3,712,800
Truck Wash	1,794	160	\$ 287,040
	38,328	Total	\$ 5,486,220

<u>Site Construction</u>			
Site Work	5.6	\$ 200,000	\$ 1,120,000
Fuel Station			\$ -
New Salt Storage Building	6,980	\$ 50	\$ 349,000
	6,986	Total	\$ 1,469,000

Total Construction Cost	\$ 7,024,228
Total SF	38,328
Cost Per Square Foot Including Site Construction	\$ 183.27

<u>Soft Costs</u>		
Construction Contingency		\$ 561,938
GC / CM Fee		\$ 175,606
Architecture / Engineering Fees		\$ 421,454
Design Phase Contingency		\$ 351,211
	Total	\$ 1,510,209

New DPW Garage offsite \$ 8,534,437

<u>Renovate Existing Highway Garage</u>			
Renovation Costs	See attached detail	9,710	\$ 356,966
Renovation Soft Costs			\$ 53,545
		Total	\$ 410,511

Option 5A Project Total \$ 8,944,948

<u>Option 5B</u>		
Add North Access Road		\$ 383,890
Access Road Soft Costs		\$ 57,584
Total Construction Cost		\$ 441,474

Option 5B Project Total \$ 9,386,422

Pewaukee DPW Garage Renovation Items

Highway Garage Upgrades for Parks & Utilities

HIGHWAY GARAGE			Cost/SF
RENOVATION ITEMS	PROJECT COSTS	COMMENT	9,710
Detect and repair all roof and wall leaks at north wall	\$ 28,300	Maintain building integrity	
Repair concrete floors throughout areas where vehicles are stationed	\$ 61,561	Provide smooth and even wearing and drainage surface	\$ 6.34
Replace trench drain cover plates, repair drains	\$ 7,249	Provide quick runoff of water	
Tuckpoint grouting on brick and block joints, seal gaps	\$ 42,239	Maintain building integrity	\$ 4.35
Replace all overhead doors with insulated paneled ones.	\$ 72,000	Increase energy efficiency	
Replace exterior man doors	\$ 4,000	Corrosion on lower panels and frames	
Demolish wood Parts Mezzanine and replace with metal structure	\$ 14,200	To maintain fire separation per code	
Construct fire-rated partition between Parking Garage and Staff area	\$ 9,250	To maintain fire separation per code	
Build new, Lunch Locker Room & Restroom, Men's & Womens	\$ 48,000	Code compliance, privacy of changing clothes while others are eating. More sanitary to keep dirty clothes away from food and drink	\$ 40.00
Upgrade HVAC system for compliant ventilation	\$ 50,978	Provide code compliant levels of fresh air for health of workers	\$ 5.25
Provide drop-down tailpipe exhausts in Repair Bay	\$ 12,890	Required by code	
Provide accessible water fountains in corridors, & hand-washing sink	\$ 6,300	Building code and ADA compliance	
Project Construction Costs for Renovation	\$ 356,966		
Total size of Highway Garage (SF)		9,710	
Renovation costs per square feet	\$	37	

City of Pewaukee Access Road Costs

Pewaukee, WI

6/11/20

Preliminary Opinion of Cost North Parking Access Road

Site Demolition

Item	Qty.	Unit	Cost	Total
Fence Removal	157	LF	\$5.00	\$785
Asphalt removal	0	SY	\$8.00	\$0
Retaining Wall Removal	1360	FF	\$	\$10,880
Subtotal Site Demolition =				\$11,665

Grading and Erosion Control

Item	Qty.	Unit	Cost	Total
Cut/Fill Onsite	3,500	CY	\$13.00	\$45,500
Spoil Export	0	CY	\$30.00	\$0
Topsoil Replacement (6" respread)	185	CY	\$35.00	\$6,475
Underground Stormwater Storage	0	SF	\$45.00	\$0
Silt Fence	0	LF	\$2.00	\$0
Erosion Control Matting (Class 1; Type A)	332	SY	\$4.00	\$1,328
Inlet Sediment Guards	0	EA	\$100.00	\$0
Subtotal Grading and Erosion Control =				\$56,553

Paving and Hardscape

Item	Qty.	Unit	Cost	Total
Asphalt -Pavement	511	Ton	\$100.00	\$51,100
Aggregate Base Course	1,300	Ton	\$28.00	\$36,400
Concrete Curb	700	LF	\$23.00	\$16,100
Pavement Striping	1	LS	\$5,000.00	\$5,000
Undercutting (allowance)	218	CY	\$54.00	\$11,772
Retaining Wall	5300	FF	\$26.00	\$137,800
Subtotal Paving and Hardscape =				\$258,172

Utilities

Item	Qty.	Unit	Cost	Total
Storm Sewer	200	LF	\$70.00	\$14,000
Storm Catch Basins	3	EA	\$4,500.00	\$13,500
Watermain relocation?	1	LS	\$30,000.00	\$30,000
Subtotal Utilities =				\$57,500

Subtotal Construction = \$383,890

SECTION 8

BENEFITS GAINED & NEXT STEPS

BENEFITS GAINED

From this significant public investment, the City will see enhancements in the areas of: workflow efficiency; worker productivity and safety; asset control and security; communications and lines of sight, and building performance and sustainability.

The City will have a DPW Garage that is appropriately sized for current and foreseeable operations, a garage that allows trucks to easily access their stalls, a repair bay that is sufficiently sized for truck repairs, crew quarters that are modern and placed near their vehicles, added cold storage for bulk items, and a yard that is paved for more efficient stormwater drainage.

The renovated City Hall will see enhanced public/visitor control, appropriate adjacencies between positions, more record storage, better functioning Clerk and Administration offices, and an upgrade in security design for staff.

NEXT STEPS

The next steps for the City are to approve a concept option and advance this to a Preliminary Design where the building is architecturally designed to a greater level of detail. Further, engineering of building systems including structural, mechanical and electrical systems will be engineered to a preliminary level as well. This amount of detail will provide a cost estimate with greater accuracy and less contingency factor. The Preliminary Design will also initiate a greater level of site investigation and site engineering along with identification of required permits and approvals.

From there, a development schedule for final design, bidding and construction can be created for the City. Preliminary Design drawings will include: floor plans with furnishings, ceiling plans, building sections, building elevations, roof plans, enlarged plans of key rooms, structural framing plans and schematic layouts for the HVAC, plumbing and electrical systems. Moreover, site design will be documented with civil engineering drawings identifying: paving, grading, stormwater, utilities, exterior lighting and landscaping.

SECTION 9

OPTIONAL SITES FOR BEST USE STUDY

GREEN ROAD SITE

This site is located off of the north side of Green Road, west of Springdale Road and east of 164. The original 4,200 SF building was built in 1978 and has gone through some renovations. The latest renovations in 2016 included the following: New asphalt shingle roof, new men’s and women’s ADA showers, new central HVAC system for support space, new storefront glazing partition wall added for separation between garage and office area, updating all electrical systems. The building is currently used by the Parks Department as their home base. Support space includes two offices for the superintendent and forman and a mixed use meeting/break room where meetings are held. The Garage includes vehicle, mower, and equipment stalls, and woodshop.

Structurally, the masonry building is of sound condition and the concrete block and brick veneer is in need of some minor repairs. The ceilings in the office support space and above the mezzanine storage is dropping down from the corners of the rooms and will need to be repaired. The concrete slab in the garage bay is in good condition and the trench drains have been well cleaned and maintained. The overall condition of the building is good working order.

We would propose to utilize this building for continued Parks or any other Department use and suggest that if the site permits for at least a 5,500 SF addition then a design option would be recommended to move the whole Parks department into this site. Plans of this site can be found in the appendix.

GREEN ROAD IMAGES		
Photo G1.1		View of building looking North.

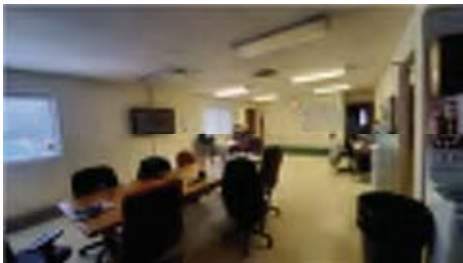
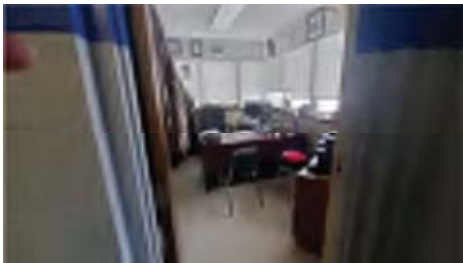
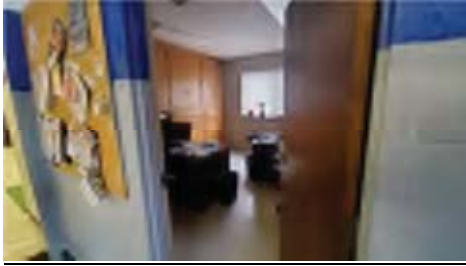
Photo G1.2		View of the building looking NW.
Photo G1.3		View of the building looking South.
Photo G1.4		View of ADA showers & new HVAC.
Photo G1.5		View of the breakroom / meeting room.
Photo G1.6		View of Superintendent's office.

Photo G1.7		View of Forman's office.
Photo G1.8		View of the Garage Bay.
Photo G1.9		View of Garage Bay.
Photo G1.10		View of new storefront installed in 2014 dividing the garage and office.

YENCH ROAD SITE

This site is located off the dead ended northern most lot of Yench Road and State Highway 16. The site has a wetland restriction that is documented by the DNR that envelopes over 50% of the site. The site has always been used as a dumping site. We recommend this site to be used as the future Recycling Department. Plans of this site can be found in the appendix.

YENCH ROAD IMAGES		
Photo Y1.1		View of entry to site looking West.
Photo Y1.2		View at middle of site looking West.
Photo Y1.3		View of entry to site looking North onto Hwy 16.
Photo Y1.4		View at middle of site looking East back to entry gate.

SILVERNAIL ROAD SITE

This site is located off the south side of 94 at the intersection of Meadowbrook Rd. and Silvernail Rd. It was a gift from the State and has yet to find a use for the city. The site is divided into 2 sections to the North and South of Silvernail Rd. The South parcel is small and narrow and has an incline of over 30 percent, making the site difficult to develop. The North parcel is relatively flat but is located up against Interstate 94 and is extremely windy with only low vegetation. We recommend this site to be used as a dumping site or salt storage site. Plans of this site can be found in the appendix.

SILVERNAIL IMAGES		
Photo S1.1		View of site looking Northeast. (Intersection of Meadowbrook and Silvernail)
Photo S1.2		View at middle of site looking North. Hwy 94 to North of site.
Photo S1.3		View at middle of site looking Northwest.

SECTION 9

APPENDIX

OFFICE STANDARDS AND TRENDS

Achieving Lasting Value

Government office facilities should be designed, developed and constructed in a manner that is environmentally responsible and provides a safe place to conduct business and serve the public. Municipal centers should embrace the public and create a sense of sense of community in addition to serving as a place of work.

The office environment should meet their functional needs and enhance the user's ability to daily tasks without compromising privacy, exterior views or building aesthetics. The spaces should be flexible to easily adapt to changing organizational demands and provide comfortable work environments that have reliable systems. These places should offer staff and the community with a safe place to interact that also establishes a sense of pride.

The new space should meet all of the American's with Disabilities Act (ADA) code requirements to deliver a space that can be used equally by all members of the community.

While functionality, aesthetics and a sense of community are important in delivering an effective design, so too is keeping the project within budget. Our focus is to create an ideal design in a cost effective manner by providing alternate designs options during the construction document phase or working with selected contractors to scope out value engineering items prior to construction. Balancing the initial costs with the life cycle costs of major building components is important assessing design implications.

The building should provide a simple circulation path that is easy for staff and visitors to understand and spaces should be designed efficiently to properly accommodate desired functions. Public spaces should have durable and detailed finishes while office spaces should be of a traditional more timeless design that provides quality acoustic, lighting, and environmental design.

Trends

- Arrange workgroups or work neighborhoods in such a way that each person is in close visual and spatial proximity to other members of his/her group. The closer the offices are; the more likely people will interact. People that collaborate daily should be no more than 100 feet walking distance apart.
- Provide diverse availability of visual display aids such as tack surfaces, marker boards, and technology devices like “Smart Boards,” and video displays.



- Provide clearly defined traffic patterns and thoroughfares that have spontaneous meeting areas at their intersections. These areas should be widely distributed throughout the office landscape and will facilitate collaboration between members of different workgroups. Spontaneous meetings are often the most productive.

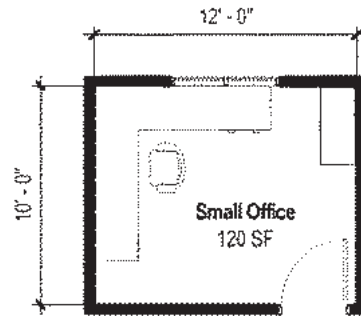
- Comfortable meeting spaces within office neighborhoods can include sofas, chairs, coffee tables, and bar stools in addition to traditional conference tables. These spaces appeal to nontraditional work habits and promote creativity and social interaction.

Utilize bold graphics and municipal logo, typefaces, and color schemes to build a symbolic embodiment of the Municipality.

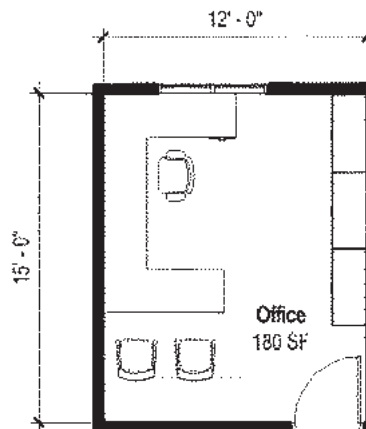


Office Standards

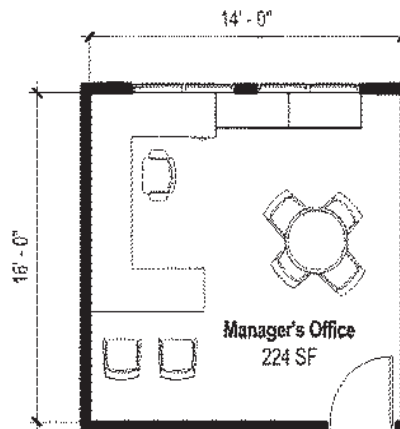
- Small Office
 - 10' x 12' (120 sf)
 - Desk and file storage
 - Natural Light
 - Provides more privacy than an open workstation



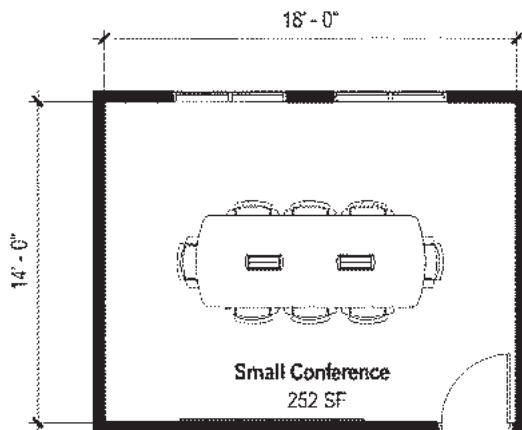
- Standard Office
 - 12' x 15' (180 sf)
 - Desk, file storage and 2 to 3 person meeting space
 - Natural Light



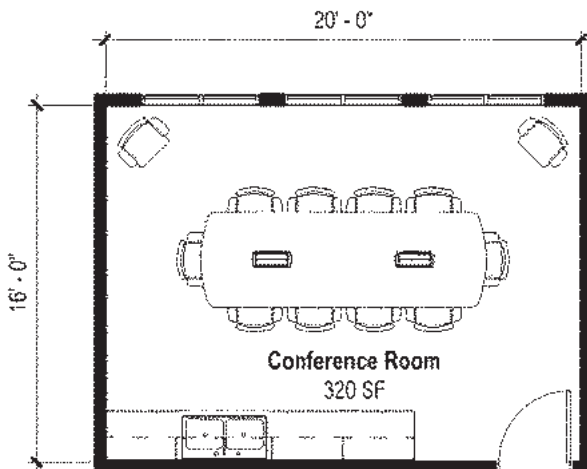
- Manager's Office
 - 14' x 16' (224 sf)
 - Desk, file storage 4 to 6 person meeting space
 - Natural Light



- Small Conference Room
 - 12' x 14' (4 to 6 people, 168 sf), 14' x 18' (6 to 8 people, 252 sf)
 - Table and chairs with AV setup
 - Whiteboard
 - Natural Light



- Large Conference Room
 - 12' x 14' (4 to 6 people, 168 sf), 14' x 18' (6 to 8 people, 252 sf)
 - Table and chairs with AV setup
 - Whiteboard
 - Natural Light







**Department of Public Works
Highway Division**

W240N3065 Pewaukee Road • Pewaukee, WI 53072

Phone: (262) 691-0771 • Fax: (262) 691-6079

Email: publicworks@pewaukee.wi.us

PEWAUKEE HIGHWAY

DEPARTMENT - EQUIPMENT INVENTORY

EQUIP #	YEAR	MAKE/MODEL	TYPE	VIN #
1	2013	Ford F450	Utility Truck	1FDUF5GT3DEA64096
2	2012	Ford F550	1.5 ton Dump Truck	1FDUF5GT4CEA43966
3	2014	New Holland	Boom Mower TS6/110	402TSS1C4B30507011
4	2019	Noram 65E	Grader	65ET10313
5	2013	Case 580	Tractor Backhoe	JJGN58NADC
6	2016	Peterbilt 348	Plow Truck	2NP3HJ8X1HM414182
7	2011	Peterbilt 348	Plow Truck	2NP3HN8X5CM159522
8	2018	Peterbilt 348	Plow Truck	2NP3HJ8X2KM263621
9	2013	Peterbilt 348	Plow Truck	2NP3HN8X4EM215825
10	2015	Peterbilt 348	Plow Truck	2NP3HJ8X9GM328570
11	2014	Peterbilt 348	Plow Truck	2NP3HJ8X1FM262028
12	2010	Peterbilt 340	Plow Truck	2NPRHN8X7AM107655
13	2018	Bomag BW900-50	Roller	861834072474
14	2018	M-B	Broom	B2121
15	2015	Rhino	Post Pounder	GPD-45
16	2017	Peterbilt 348	Plow Truck	2NP3HJ8X9JM462468
17	2019	Peterbilt 348	Plow Truck	
18	2018	Case 721-G	Endloader	KFJ243826
18A		ACS Quick Hitch	Grapple	
19	2012	Peterbilt 348	Plow Truck	2NP3HN8X6DM184205
20	2013	Falcon	Asphalt Hot Patcher	1F9P31429DM339123
21		Stihl	Saw	
22		Stihl	020 Small Saw	
23		Stihl	026 Small Saw	
24	1995	Sullair	Compressor	
25	2012	Ford 150	Pickup Truck	1FTFX1ET8CKD70202
26	2012	Varitek	Brine Tank Pump	
27	2011	Varitech	Pre-storm Pre-wet	
28	2018	John Deere 5100E	Tiger Mower	1LV5100ECJJ403930
29	2014	Vermeer BC1500	Chipper	1VR2161V3E1005813
30	2008	Linelazer IV	Paint Striper	
31	2008	Tital	2-in Water Pump	

EQUIP #	YEAR	MAKE/MODEL	TYPE	VIN #
32		Mohawk	Vehicle Hoist	
33	2005	Atlas Capco	Sign Driver	
34	1990	Eager Beaver	9-ton Tandem Utility Trailer	112HAM308LT036754
35	2017	Quincy Model F370	Shop Compressor	
36	2012	Bomag BVP1845	Compactor	
37	2007	DR	Brush Mower 30-in	
38	1986	Generac	Generator	
39	2017	C2024SS 24"	Road Saw	
40	2005	Redi-Hul FSL 14H	Trailer 12, 190# GVW (Skid)	47SS142T951021616
41	2001		Gas Torch Set	
41A	1992		Gas Torch Set	
42	1989	Gary Mills Model	Parts Cleaner	
43	2014	Stihl	Pole Chain Saw	
44	2012	NAPA	Battery Chargers (2)	
45	2008	Miller	Spectrum Plasma Cutting	
46	1987	GOTT	Tire Changer	
47	2002	325-gal	Water Tank w/Pump	
48	2008	Millermatic-252	Welder	
49	1998	Case	Buckets for #5 (4)	
50	2008	Ellis	Band Saw 1800	
51	2006	Gray	Transmission Jack	
52	2001	Shop	Landa Pressure Washer	
53	2015	Norco	Air Jack	
54	2010	Nissan 50	Fork Lift	MAP1F2A5LV
55	2015	Ford F-350	4x4 Dump	1FDRF3HTXGEA50676
56	2017	Ford F-550	Sign Truck	1FD0X5GT8HED20556
57	2013	Pace	Paint Trailer	53BPTEA12DAO10718
58	2019	TR310	Skid Steer	JAFT310VJM454880
59	2000	Miller CB Trailer	5-ton Trailer	1M9TF1626YB174002
60	2010	B & B	Roller Trailer	4L5UA1610AF020021
61	2015	Stihl	Concrete Saw	TS500i
62	1999	Ariens	Snow Blower	
63	2015	Stihl	Backpack Blower	BR-600
64	2015	Molaris	21" Under Body Flush	
65				
66		Fisher	Skidster Plow	
67		Western	Plow	
68		Berlon	Breaker	
69		Erskine Attachments	Snow Blower ES2400	1013247

STORM WATER				
201	2009	GMC T7500	Whirlwind Sweeper	1GDM7F1B59F411593
202	2011	Liebherr 905	Rubber Tire Excavator	1GDM7F1B59F411593
203	2013	Bomag	BT65 Jumping Jack	B1863
204	2014	Turf Maker	Hydro-Seeder	
205	2015	Peterbilt 340	Tandem Truck	2NP3LJ0X4GM334027
206	2015	Koskth	Trash Pump	
207	2019	Kobelco	Mini Excavator	PS0412521
208	2019	Towmaster	Trailer	4KNBF3027KL161786
210	2017	Spectra	Lazer Level	DG613
STREETS/STORM WATER				
301	2019	Ventrac 45002	Multi-Tractor	AJ09520

Pewaukee Park System
Equipment by Numbers
Updated 12/31/2019

Equip #	Year	Make	Model	Replacement		
				Year	Miles	Hours
72	2020	GMC	Pick-up	2030		
73	2020	GMC	2500HD 4X4 P/U 8710	2029		
74	2018	GMC	1/2 ton 4x4 p/u 6746	2027		
75-J	2012	GMC	2500 Pick-up Truck 6743	2021	0	
76-C	2013	GMC	2500 Pick-up Truck 6280	2022	0	
77-J	2015	GMC	3500 1-ton Dump Truck 5915	2024	19500	
78-J	2015	GMC	2500 P/U Plow&Salter 7660	2014	44200	
79	2016	GMC	Savana Pro Van 7423	2025		
80-J	2019	GMC	Sierra 2500 4X4 8499	2028		
81-J	2012	GMC	2500 Pick-up Truck 6287	2021	36	
82-J	2016	GMC	3500 H.D. 1-ton Dump 5278	2025	24200	
83-J	2016	Toro	4000D Wing Mower 0865	2020		310
84-J	2015	EBY	Utility Trailer 7740	2017		
85-J	2013	Kubota	Scooter-Dump 2081	2023		0
86-J	2017	Toro	4000D Wing Mower #5562	2021		130
87-J	2007	Kubota	Tractor L-5740w/loader	2016		185
88-J	2016	Toro	Zero Turn 60" 0509	2020		205
89-J	2012	kiefer	24' Trailer goose neck 58745	2022		
90-C	2010	B&B	utility trailer w/hyd tilt 20021	2020		
91-J	2018	Toro	Sand Pro 5040 #9683	2021		140
92-J		ECHO	String Trimmer	N.E.		
93-J		Echo	Blower	N.E.		
94-J		Honda	Walk behind edger	2011		
95-C	2013	Cargo Express	Enclosed Trailer 1025	2020		
96-J	2013	Toro	5900 Wing Mower 0139	2022		0
97-C	1999	Komatsu 25	Forktruck			
98-C	2017	Yamaha	Hand Carry generater 9221	N.E.		
99-C	2017	Toro	Z-master mower 0467	2020		
100-J	2016	EBY	20' Deck over Trailer 7786	2027		
101-J	2014	Kiefer	17' Deck over Trailer 0865	2021		
102-J	2010	Alkota	Pressure Washer w/trailer	2021		450
103-C	2017	EBY	Utility Trailer 7956	2027		
104-C	2011	Yamaha	Portable 4000 Watt Generator	N.E.		
105-C	2013	Contree	Portable Spayer 200 gal	N.E.		
106-C		Echo	Hedge Trimmer	N.E.		
107-C	2000	D.R.	Weed Trimmer	N.E.		
108-J	1999	Kifco	Hydrant Sprinkler 0185	2019		
109-C	2000	Quincy	Air Compressor Shop	2010		

110-J	2018	ATI	Pre-seeder ATI 1958	2027		
111-C	1997	FP products	Areavator-Seed Box 2002	2022		
112-J	2008	Kubota	Blower	2016		
113-J	2008	Kubota	Broom	2016		
114-J	2018	EBY	Deck over Trailer 8282	2027		

				Replacement		
Equip #	Year	Make	Model	Year	Miles	Hours
115-J	2002	Cherrington	Beach Cleaner			
116-J	2011	Western	Plow for #81 Truck	2019		
117-J		Husky	21" Push Mower	N.E.		
118-J		Echo	Chain Saw CS370	N.E.		
119-J		John Deere	Snow Blower	N.E.		
120-J		STIHL	Back Pack Blower	N.E.		
121-J		Stihl	Chain Saw	N.E.		
122-J		Echo	Trimmer	N.E.		
123-J		Echo	Trimmer	N.E.		
124-J		Lowe	auger bits			
125-J	2019	Little Wonder	Leaf Vacuum	N.E.		
126-J		Echo	Trimmer	N.E.		
127-J	2002	Alamo	62" Flail Mower for #87 Tractor			
128-J		toro	21" Push Mower	N.E.		
129-J		STIHL	Back Pack Blower	N.E.		
130-J	2015	Toro	Top Dresser	2023		
131-J		Stihl	Chain Saw - 044	N.E.		
132-J	2002	Royal	Ice Rink Shelter	2012		
133-J	2018	Contree	Trailerable Water Tank 1000gal	2028		
134-J	2004	Trac-Vac	2116 Hitch Mount Vacuum	N.E.		
135-J	2016	Western	8'6" V-Plow for #78 Truck	2024		
136-J	2016	Western	V-Box Salter for #78 Truck	2024		
137-J		Billy Goat	Slit Seeder walk behind	N.E.		
138-J		Toro	Snow Blower	N.E.		
139-J		Toro	Snow Blower	N.E.		
140-J	2012	Tom Kat	Floor Machine	2022		
141-J	2018	Blue Bird	Sod Cutter	2028		
142		Stihl	Chain Saw 020-t	N.E.		
143			propane heater	N.E.		
144	2007	Ellis	Band Saw	2020		
145			Torch Kit	2017		
146	2014	Mag	Blade Sharpener	2025		
147		Ramsey	Receiver winch	N.E.		
148	2013	Gravley	walk behind blower	N.E.		
149	2015	TORO	AERATOR 687	2025		
150	2018	Ridgid	Sewer drain cleaner	2025		

151	2017	Toro	5900 Wing mower 0115	2022		
152	2019	Graco	Line painter	N.E.		
153	2016	Kifco	Water Wheel B140-G 0768	2026		
154	2017	Land Pride	Slit Seeder Land Pride	2027		
155	2016	Kifco	Water Wheel B140-G 0812	2026		
156		TORO	MH-400 Material Handler			
157	2017	King Kutter	Broadcast spreader			
158	2017	King Kutter	Broadcast spreader			

				Extended cab		Currently stored
48	2011	Chevrolet	Silverado	Pick up w/crane		Still River W/S
49	2011	Chevrolet	Silverado 2500	Pick up - Utility body & Plow		Green Rd W/S
50	2013	Chevrolet	Silverado Truck	Pick up Standard body	yes	Deer Haven W/S
51	2014	Chevrolet	Silverado	Pick up Standard body	yes	Still River W/S
52	2015	Chevrolet	Silverado 2500	Pick up Standard body	yes	Wispark W/S
53	2016	Chevrolet	Silverado	Pick up - Utility body & Plow		Green Rd W/S
	2019	Chevrolet	Silverado 3500	Crane Truck	yes	Wispark W/S

Plows stored at Still River in the off season.

FUTURE

new	Sewer Jetter	2 - 3 years	Proposed addition to our Bluemound(Northmound) Well house
	Additional staffing	2 -5 years	Add Utility body pick up trucks as staff is added.
	Larger rider or zero turn mower		2020 To be stored at Still River?

LEGEND

- #1
- #2
- #3
- #4
- #5
- #6
- #7
- #8
- #9
- #10

10 TRUCKS

CITY OF PEWAUKEE

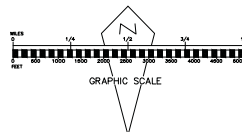
WAUKESHA COUNTY, WISCONSIN

T7N

R19E



- LEGEND
- SCHOOLS
 - ▲ GOVERNMENT HALLS
 - ◆ HOSPITALS
 - ▲ PARKS

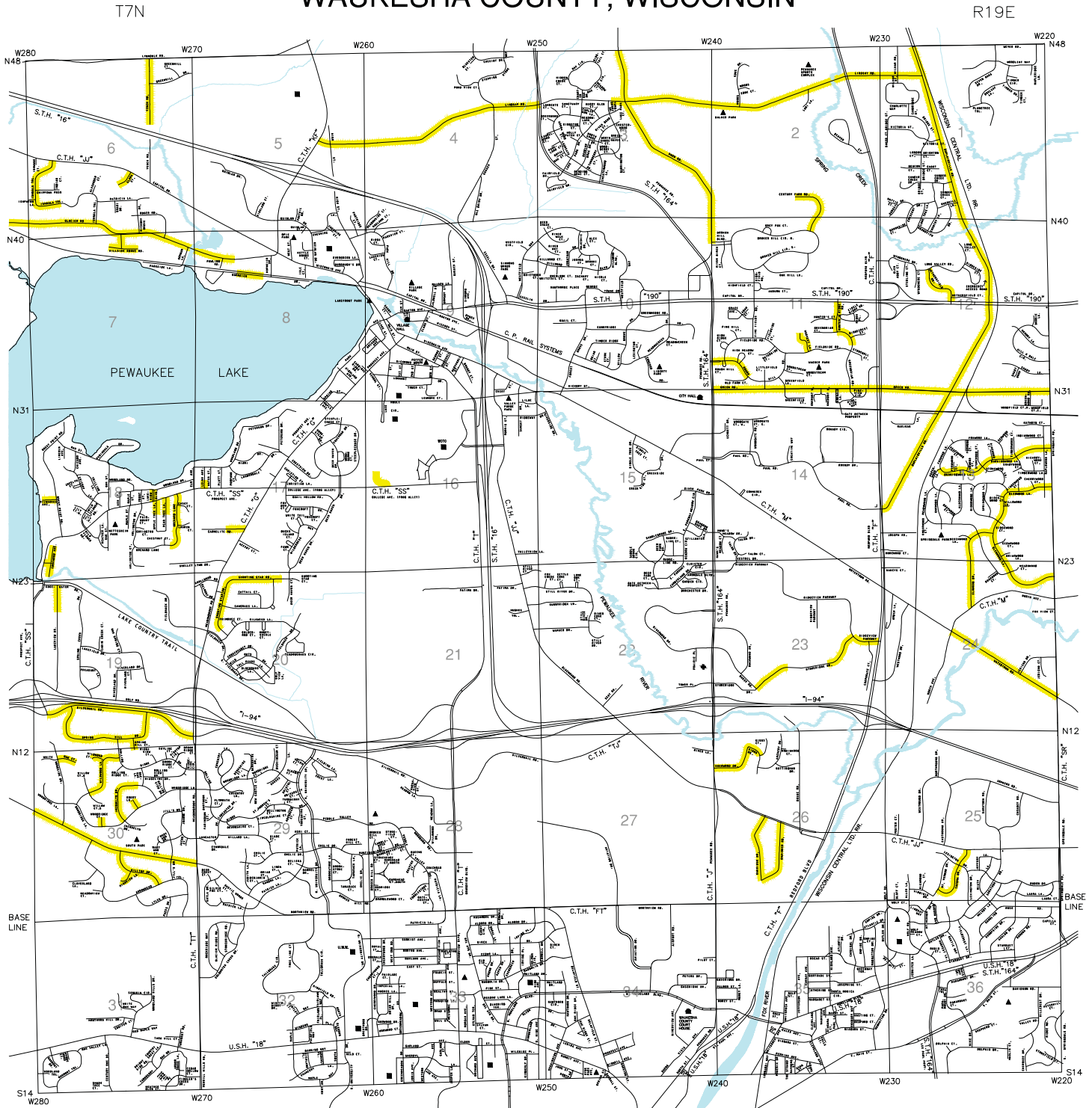


PREPARED BY:
WAUKESHA COUNTY PARK & PLANNING DEPARTMENT
JULY 1959
AMENDED BY THE CITY DECEMBER, 2000.
UPDATED: FEB., 2004; JAN., 2005; JAN., 2006; NOV., 2006; JAN., 2010; JUL., 2013.

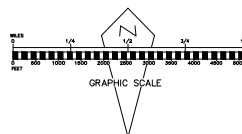
PRE-STORM/ PRE-WET ROUTE

CITY OF PEWAUKEE

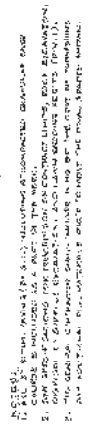
WAUKESHA COUNTY, WISCONSIN

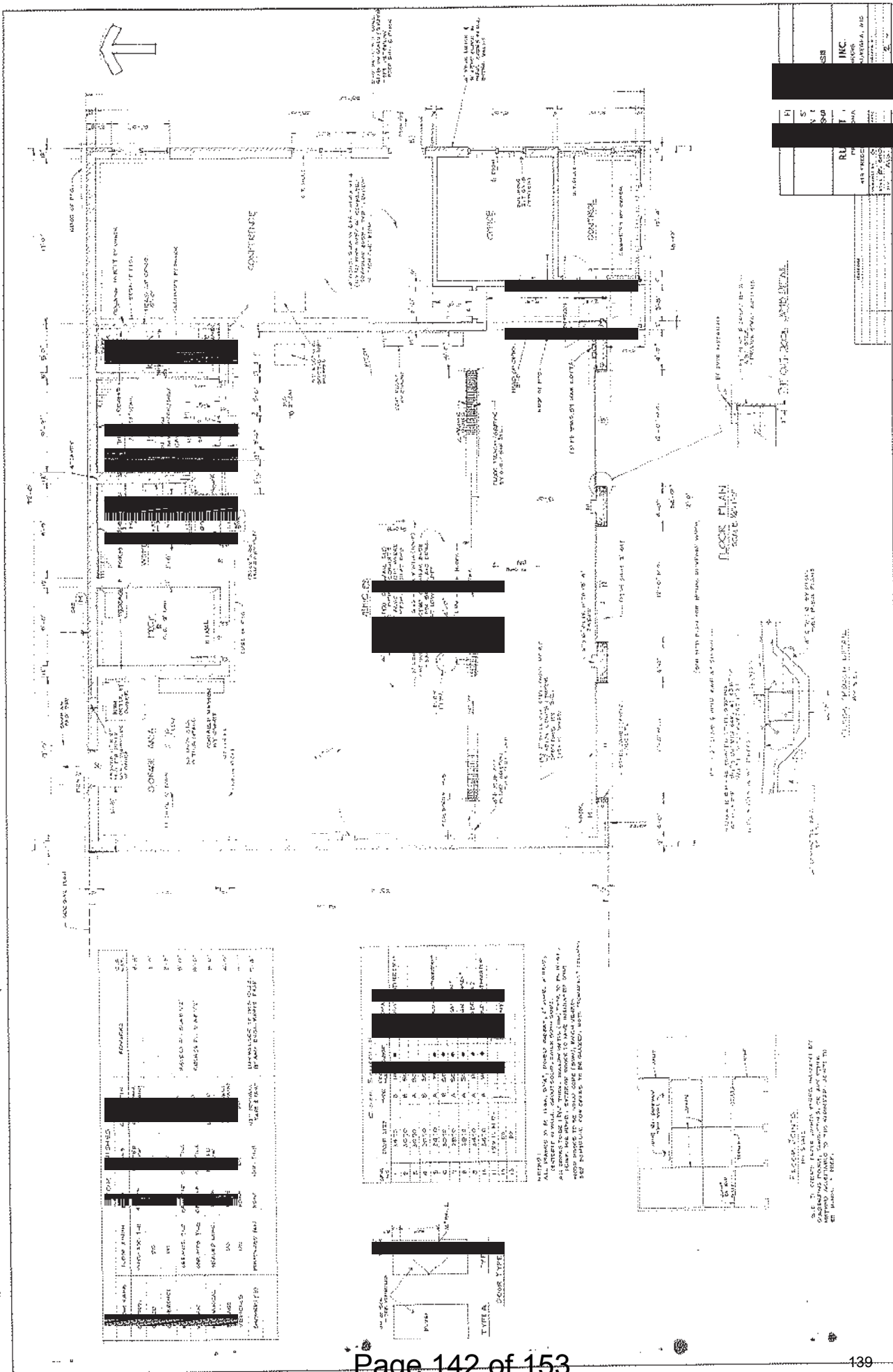


- LEGEND
- SCHOOLS
 - ▲ GOVERNMENT HALLS
 - ◆ HOSPITALS
 - ▲ PARKS



PREPARED BY:
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Waukesha County GIS Map

LAND INFORMATION SYSTEMS DIVISION



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Notes: Floodplain over Yench Rd (access)

Printed: 1/23/2020



Waukesha County GIS Map

LAND INFORMATION SYSTEMS DIVISION



Notes: Floodplain

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168.90 Feet



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Notes: Primary Environmental
Corridor

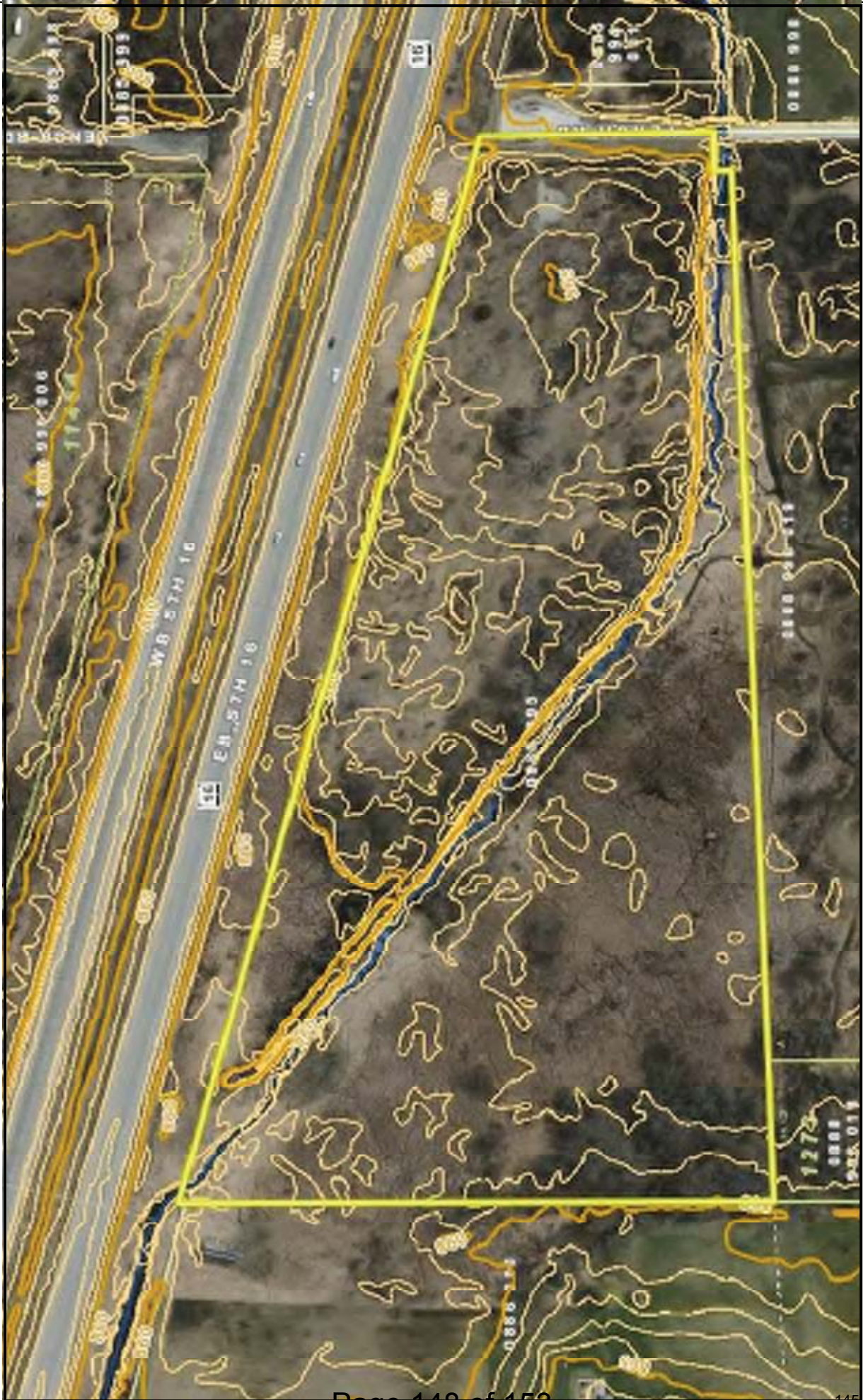
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168.90 Feet

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Notes: Topography & Stream

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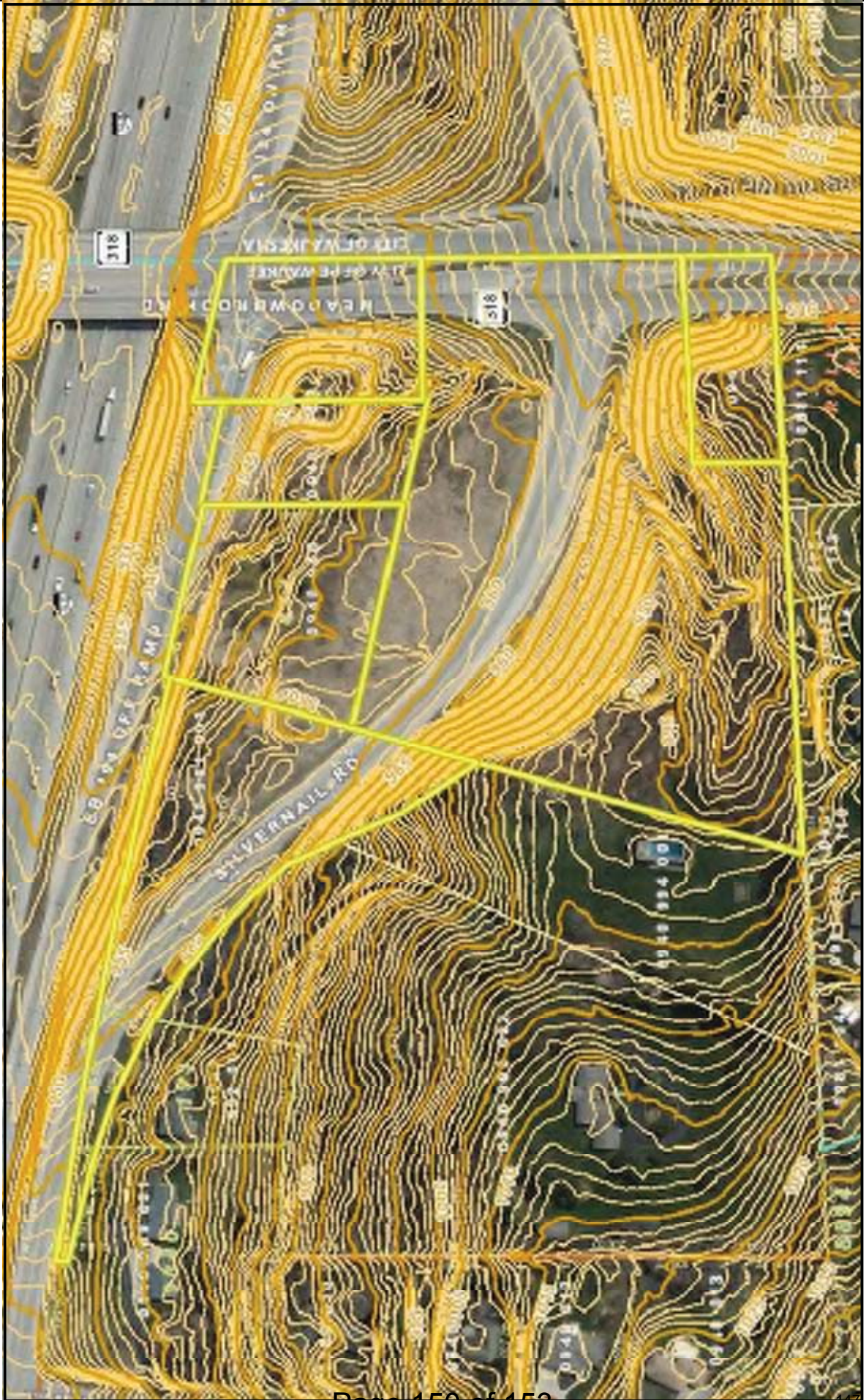


Notes: Wetland

Printed: 1/23/2020

Waukesha County GIS Map

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Notes: Topography

0 180.37 Feet

Printed: 1/23/2020



City of Pewaukee, WI

Estimated Impact of \$10 Million & 15 Million financing

Year	\$10.0 Million							\$15.0 Million							Year
	Principal (4/1)	Est. Rate	Interest	Total	Projected EV	Tax Rate	Annual Taxes on \$250,000 home	Principal (4/1)	Est. Rate	Interest	Total	Projected EV	Tax Rate	Annual Taxes on \$250,000 home	
2021				0	3,526,148,000						0	3,526,148,000			2021
2022	405,000	0.43%	170,572	575,572	3,607,249,404	0.16	\$40	605,000	0.43%	255,815	860,815	3,607,249,404	0.24	\$60	2022
2023	465,000	0.46%	111,484	576,484	3,690,216,140	0.16	\$39	695,000	0.46%	167,211	862,211	3,690,216,140	0.23	\$58	2023
2024	465,000	0.50%	109,252	574,252	3,775,091,112	0.15	\$38	700,000	0.50%	163,862	863,862	3,775,091,112	0.23	\$57	2024
2025	465,000	0.55%	106,811	571,811	3,861,918,207	0.15	\$37	705,000	0.55%	160,173	865,173	3,861,918,207	0.22	\$56	2025
2026	470,000	0.63%	104,052	574,052	3,950,742,326	0.15	\$36	705,000	0.63%	156,014	861,014	3,950,742,326	0.22	\$54	2026
2027	475,000	0.73%	100,837	575,837	4,041,609,399	0.14	\$36	710,000	0.73%	151,202	861,202	4,041,609,399	0.21	\$53	2027
2028	475,000	0.85%	97,085	572,085	4,134,566,416	0.14	\$35	715,000	0.85%	145,571	860,571	4,134,566,416	0.21	\$52	2028
2029	480,000	0.97%	92,738	572,738	4,229,661,443	0.14	\$34	720,000	0.97%	139,041	859,041	4,229,661,443	0.20	\$51	2029
2030	485,000	1.08%	87,791	572,791	4,326,943,656	0.13	\$33	730,000	1.08%	131,607	861,607	4,326,943,656	0.20	\$50	2030
2031	495,000	1.16%	82,301	577,301	4,426,463,360	0.13	\$33	740,000	1.16%	123,373	863,373	4,426,463,360	0.20	\$49	2031
2032	500,000	1.23%	76,355	576,355	4,528,272,018	0.13	\$32	750,000	1.23%	114,468	864,468	4,528,272,018	0.19	\$48	2032
2033	505,000	1.30%	69,998	574,998	4,632,422,274	0.12	\$31	755,000	1.30%	104,948	859,948	4,632,422,274	0.19	\$46	2033
2034	510,000	1.37%	63,222	573,222	4,738,967,986	0.12	\$30	765,000	1.37%	94,800	859,800	4,738,967,986	0.18	\$45	2034
2035	520,000	1.44%	55,984	575,984	4,847,964,250	0.12	\$30	775,000	1.44%	83,980	858,980	4,847,964,250	0.18	\$44	2035
2036	525,000	1.48%	48,355	573,355	4,959,467,428	0.12	\$29	790,000	1.48%	72,554	862,554	4,959,467,428	0.17	\$43	2036
2037	535,000	1.53%	40,377	575,377	5,073,535,179	0.11	\$28	800,000	1.53%	60,588	860,588	5,073,535,179	0.17	\$42	2037
2038	545,000	1.57%	32,006	577,006	5,190,226,488	0.11	\$28	815,000	1.57%	48,070	863,070	5,190,226,488	0.17	\$42	2038
2039	550,000	1.61%	23,301	573,301	5,309,601,697	0.11	\$27	830,000	1.61%	34,991	864,991	5,309,601,697	0.16	\$41	2039
2040	560,000	1.65%	14,253	574,253	5,431,722,536	0.11	\$26	840,000	1.65%	21,380	861,380	5,431,722,536	0.16	\$40	2040
2041	570,000	1.69%	4,817	574,817	5,556,652,154	0.10	\$26	855,000	1.69%	7,225	862,225	5,556,652,154	0.16	\$39	2041
Total	10,000,000		1,491,589	11,491,589			\$647	15,000,000		2,236,871	17,236,871			\$971	Total

Notes:

1. Interest rates based on "AA" Scale of 1/11/2021 plus 25 basis points.
2. Valuation growth at 2.30%.

City of Pewaukee

Tax Impact Analysis \$10 Million financing

Year	Existing Debt G.O. Debt								Proposed Debt Issues			Levy and Tax Rate					Year
	Total Debt Payments	Less: Storm Water	Less: Sewer	Less: Water	Less: Other revenue	Net Tax Levy	Equalized Value (TID OUT)	Existing Debt Tax Rate	G.O. Bonds, Series 2021 \$10,000,000 Dated Date: 04/01/21			Total Net Debt Service Levy	Total Tax Rate for debt service	Levy Change from prior year	Annual Impact \$250,000 Home All Debt	Annual Impact \$250,000 Home \$10M only	
2021	1,598,911	(198,653)	(122,989)	(635,000)	(6,000)	636,269	3,526,148,000	\$0.18				636,269	\$0.18		\$45	\$0	2021
2022	1,573,714	(200,653)	(122,778)	(636,493)		613,790	3,607,249,404	\$0.17	405,000	170,572	575,572	1,189,362	\$0.33	553,093	\$82	\$40	2022
2023	1,547,108	(197,553)	(122,545)	(630,690)		596,320	3,690,216,140	\$0.16	465,000	111,484	576,484	1,172,804	\$0.32	(16,558)	\$79	\$39	2023
2024	1,545,500	(199,453)	(123,547)	(627,260)		595,241	3,775,091,112	\$0.16	465,000	109,252	574,252	1,169,493	\$0.31	(3,312)	\$77	\$38	2024
2025	1,208,483	(196,253)	(123,237)	(544,393)		344,600	3,861,918,207	\$0.09	465,000	106,811	571,811	916,411	\$0.24	(253,082)	\$59	\$37	2025
2026	1,208,125	(198,053)	(122,901)	(544,072)		343,100	3,950,742,326	\$0.09	470,000	104,052	574,052	917,152	\$0.23	741	\$58	\$36	2026
2027	1,196,881	(199,588)	(123,720)	(542,073)		331,500	4,041,609,399	\$0.08	475,000	100,837	575,837	907,337	\$0.22	(9,814)	\$56	\$36	2027
2028	869,045	(200,550)	(122,993)	(545,502)		0	4,134,566,416		475,000	97,085	572,085	572,085	\$0.14	(335,253)	\$35	\$35	2028
2029	861,586	(196,175)	(122,131)	(543,280)			4,229,661,443		480,000	92,738	572,738	572,738	\$0.14	653	\$34	\$34	2029
2030	848,578	(196,800)	(108,490)	(543,288)			4,326,943,656		485,000	87,791	572,791	572,791	\$0.13	53	\$33	\$33	2030
2031	842,550	(196,400)	(107,060)	(539,090)			4,426,463,360		495,000	82,301	577,301	577,301	\$0.13	4,510	\$33	\$33	2031
2032	840,518	(200,850)	(97,576)	(542,092)			4,528,272,018		500,000	76,355	576,355	576,355	\$0.13	(946)	\$32	\$32	2032
2033	253,040	0	0	(253,040)			4,632,422,274		505,000	69,998	574,998	574,998	\$0.12	(1,358)	\$31	\$31	2033
2034	256,900			(256,900)			4,738,967,986		510,000	63,222	573,222	573,222	\$0.12	(1,776)	\$30	\$30	2034
2035	250,238			(250,238)			4,847,964,250		520,000	55,984	575,984	575,984	\$0.12	2,763	\$30	\$30	2035
2036	253,575			(253,575)			4,959,467,428		525,000	48,355	573,355	573,355	\$0.12	(2,629)	\$29	\$29	2036
2037	96,600			(96,600)			5,073,535,179		535,000	40,377	575,377	575,377	\$0.11	2,022	\$28	\$28	2037
2038	78,000			(78,000)			5,190,226,488		545,000	32,006	577,006	577,006	\$0.11	1,629	\$28	\$28	2038
2039	0			0			5,309,601,697		550,000	23,301	573,301	573,301	\$0.11	(3,706)	\$27	\$27	2039
2040							5,431,722,536		560,000	14,253	574,253	574,253	\$0.11	953	\$26	\$26	2040
2041							5,556,652,154		570,000	4,817	574,817	574,817	\$0.10	564	\$26	\$0	2041
Total	15,329,351	(2,380,978)	#####	(8,061,586)	(6,000)	3,460,819			10,000,000	1,491,589	11,491,589	14,952,408			\$879	\$621	Total

Notes:

- Interest rates based on "AA" Scale of 1/11/2021 plus 25 basis points.
- Valuation growth at 2.30%.

City of Pewaukee

Tax Impact Analysis \$15 Million financing

Year	Existing Debt G.O. Debt								Proposed Debt Issues			Levy and Tax Rate					Year			
									G.O. Bonds, Series 2021			Total Net Debt Service Levy		Total Tax Rate for debt service		Annual Impact		Annual Impact		
									\$15,000,000							\$250,000 Home		\$250,000 Home		
									Dated Date:	Principal	Interest					Total		04/01/21		
Total Debt Payments	Less: Storm Water	Less: Sewer	Less: Water	Less: Other revenue	Net Tax Levy	Equalized Value (TID OUT)	Existing Debt Tax Rate								All Debt	\$15M only				
2021	1,598,911	(198,653)	(122,989)	(635,000)	(6,000)	636,269	3,526,148,000	\$0.18					636,269	\$0.18		\$45	\$0	2021		
2022	1,573,714	(200,653)	(122,778)	(636,493)		613,790	3,607,249,404	\$0.17	605,000	255,815	860,815		1,474,605	\$0.41	838,336	\$102	\$60	2022		
2023	1,547,108	(197,553)	(122,545)	(630,690)		596,320	3,690,216,140	\$0.16	695,000	167,211	862,211		1,458,531	\$0.40	(16,074)	\$99	\$58	2023		
2024	1,545,500	(199,453)	(123,547)	(627,260)		595,241	3,775,091,112	\$0.16	700,000	163,862	863,862		1,459,103	\$0.39	572	\$97	\$57	2024		
2025	1,208,483	(196,253)	(123,237)	(544,393)		344,600	3,861,918,207	\$0.09	705,000	160,173	865,173		1,209,773	\$0.31	(249,329)	\$78	\$56	2025		
2026	1,208,125	(198,053)	(122,901)	(544,072)		343,100	3,950,742,326	\$0.09	705,000	156,014	861,014		1,204,114	\$0.30	(5,660)	\$76	\$54	2026		
2027	1,196,881	(199,588)	(123,720)	(542,073)		331,500	4,041,609,399	\$0.08	710,000	151,202	861,202		1,192,702	\$0.30	(11,412)	\$74	\$53	2027		
2028	869,045	(200,550)	(122,993)	(545,502)		0	4,134,566,416		715,000	145,571	860,571		860,571	\$0.21	(332,130)	\$52	\$52	2028		
2029	861,586	(196,175)	(122,131)	(543,280)			4,229,661,443		720,000	139,041	859,041		859,041	\$0.20	(1,531)	\$51	\$51	2029		
2030	848,578	(196,800)	(108,490)	(543,288)			4,326,943,656		730,000	131,607	861,607		861,607	\$0.20	2,566	\$50	\$50	2030		
2031	842,550	(196,400)	(107,060)	(539,090)			4,426,463,360		740,000	123,373	863,373		863,373	\$0.20	1,766	\$49	\$49	2031		
2032	840,518	(200,850)	(97,576)	(542,092)			4,528,272,018		750,000	114,468	864,468		864,468	\$0.19	1,096	\$48	\$48	2032		
2033	253,040	0	0	(253,040)			4,632,422,274		755,000	104,948	859,948		859,948	\$0.19	(4,520)	\$46	\$46	2033		
2034	256,900			(256,900)			4,738,967,986		765,000	94,800	859,800		859,800	\$0.18	(148)	\$45	\$45	2034		
2035	250,238			(250,238)			4,847,964,250		775,000	83,980	858,980		858,980	\$0.18	(820)	\$44	\$44	2035		
2036	253,575			(253,575)			4,959,467,428		790,000	72,554	862,554		862,554	\$0.17	3,574	\$43	\$43	2036		
2037	96,600			(96,600)			5,073,535,179		800,000	60,588	860,588		860,588	\$0.17	(1,966)	\$42	\$42	2037		
2038	78,000			(78,000)			5,190,226,488		815,000	48,070	863,070		863,070	\$0.17	2,482	\$42	\$42	2038		
2039	0			0			5,309,601,697		830,000	34,991	864,991		864,991	\$0.16	1,921	\$41	\$41	2039		
2040							5,431,722,536		840,000	21,380	861,380		861,380	\$0.16	(3,612)	\$40	\$40	2040		
2041							5,556,652,154		855,000	7,225	862,225		862,225	\$0.16	845	\$39	\$0	2041		
Total	15,329,351	(2,380,978)	#####	(8,061,586)	(6,000)	3,460,819			15,000,000	2,236,871	17,236,871		20,697,690			\$1,203	\$932	Total		

Notes:

- Interest rates based on "AA" Scale of 1/11/2021 plus 25 basis points.
- Valuation growth at 2.30%.

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 6.**

DATE: January 18, 2021

DEPARTMENT: PW - Water/Sewer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action Regarding **Resolution 21-01-02** Authorizing the Issuance and Sale of up to \$1,619,516 Sewerage System Revenue Bonds, Series 2021, and Provide for Other Details and Covenants with Respect Thereto [Wagner / Mueller]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Resolution 21-01-02

RESOLUTION NO. 21-01-02

**RESOLUTION AUTHORIZING THE ISSUANCE AND
SALE OF UP TO \$1,619,516 SEWERAGE SYSTEM REVENUE BONDS, SERIES 2021,
AND PROVIDING FOR OTHER DETAILS AND
COVENANTS WITH RESPECT THERETO**

WHEREAS, the City of Pewaukee, Waukesha County, Wisconsin (the "Municipality") owns and operates a sewerage system, including the Municipality's proportionate share of a regional wastewater treatment facility (collectively, the "System") which is operated for a public purpose as a public utility by the Municipality; and

WHEREAS, certain improvements to the System are necessary to meet the needs of the Municipality and the residents thereof, consisting of the construction of a project (the "Project") assigned Clean Water Fund Program Project No. 4531-06 by the Department of Natural Resources, and as described in the Department of Natural Resources approval letter for the plans and specifications of the Project, or portions thereof, issued under Section 281.41, Wisconsin Statutes, assigned No. S-2019-0851 and dated January 17, 2020 by the DNR; and

WHEREAS, under the provisions of Chapter 66, Wisconsin Statutes any municipality may, by action of its governing body, provide for purchasing, acquiring, constructing, extending, adding to, improving, operating and managing a public utility from the proceeds of bonds, which bonds are to be payable only from the revenues received from any source by such utility, including all rentals and fees; and

WHEREAS, the Municipality deems it to be necessary, desirable and in its best interest to authorize and sell sewerage system revenue bonds of the Municipality payable solely from the revenues of the System, pursuant to the provisions of Section 66.0621, Wisconsin Statutes, to pay the cost of the Project; and

WHEREAS, no bonds or obligations payable from the revenues of the System are now outstanding.

NOW, THEREFORE, be it resolved by the Governing Body of the Municipality that:

Section 1. Definitions. The following terms shall have the following meanings in this Resolution unless the text expressly or by implication requires otherwise:

- (a) "Act" means Section 66.0621, Wisconsin Statutes;
- (b) "Bond Registrar" means the Municipal Treasurer which shall act as Paying Agent for the Bonds;
- (c) "Bonds" means the \$1,619,516 Sewerage System Revenue Bonds, Series 2021, of the Municipality dated their date of issuance, authorized to be issued by this Resolution;
- (d) "Bond Year" means the twelve-month period ending on each May 1;

(e) "Current Expenses" means the reasonable and necessary costs of operating, maintaining, administering and repairing the System, including salaries, wages, costs of materials and supplies, insurance and audits, but shall exclude depreciation, debt service, tax equivalents and capital expenditures;

(f) "Debt Service Fund" means the Debt Service Fund of the Municipality, which shall be the "special redemption fund" as such term is defined in the Act;

(g) "Financial Assistance Agreement" means the Financial Assistance Agreement by and between the State of Wisconsin by the Department of Natural Resources and the Department of Administration and the Municipality pursuant to which the Bonds are to be issued and sold to the State, substantially in the form attached hereto and incorporated herein by this reference;

(h) "Fiscal Year" means the twelve-month period ending on each December 31;

(i) "Governing Body" means the Common Council, or such other body as may hereafter be the chief legislative body of the Municipality;

(j) "Gross Earnings" means the gross earnings of the System, including earnings of the System derived from sewerage charges imposed by the Municipality, all payments to the Municipality under any wastewater treatment service agreements between the Municipality and any contract users of the System, and any other monies received from any source including all rentals and fees and any special assessments levied and collected in connection with the Project;

(k) "Municipal Treasurer" means the Treasurer of the Municipality who shall act as Bond Registrar and Paying Agent;

(l) "Municipality" means the City of Pewaukee, Waukesha County, Wisconsin;

(m) "Net Revenues" means the Gross Earnings of the System after deduction of Current Expenses;

(n) "Parity Bonds" means bonds payable from the revenues of the System other than the Bonds but issued on a parity and equality with the Bonds pursuant to the restrictive provisions of Section 11 of this Resolution;

(o) "Project" means the Project described in the preamble to this Resolution. All elements of the Project are to be owned and operated by the Municipality as part of the System as described in the preamble hereto;

(p) "Record Date" means the close of business on the fifteenth day of the calendar month next preceding any principal or interest payment date; and

(q) "System" means the entire sewerage system of the Municipality specifically including that portion of the Project owned by the Municipality and the Municipality's proportionate share of a regional wastewater treatment facility, and including all property of every nature now or hereafter owned by the Municipality for the collection, transmission, treatment and disposal of domestic and industrial sewerage and waste, including all

improvements and extensions thereto made by the Municipality while any of the Bonds and Parity Bonds remain outstanding, including all real and personal property of every nature comprising part of or used or useful in connection with such sewerage system and including all appurtenances, contracts, leases, franchises, and other intangibles.

Section 2. Authorization of the Bonds and the Financial Assistance Agreement. For the purpose of paying the cost of the Project (including legal, fiscal, engineering and other expenses), there shall be borrowed on the credit of the income and revenue of the System up to the sum of \$1,619,516; and fully registered revenue bonds of the Municipality are authorized to be issued in evidence thereof and sold to the State of Wisconsin Clean Water Fund Program in accordance with the terms and conditions of the Financial Assistance Agreement, which is incorporated herein by this reference and the Mayor and City Clerk of the Municipality are hereby authorized, by and on behalf of the Municipality, to execute the Financial Assistance Agreement.

Section 3. Terms of the Bonds. The Bonds shall be designated "Sewerage System Revenue Bonds, Series 2021" (the "Bonds"); shall be dated their date of issuance; shall be numbered one and upward; shall bear interest at the rate of 1.485% per annum; shall be issued in denominations of \$0.01 or any integral multiple thereof; and shall mature on the dates and in the amounts as set forth in Exhibit B of the Financial Assistance Agreement and in the Bond form attached hereto as Exhibit A as it is from time to time adjusted by the State of Wisconsin based upon the actual draws made by the Municipality. Interest on the Bonds shall be payable commencing on May 1, 2021 and semiannually thereafter on May 1 and November 1 of each year. The Bonds shall not be subject to redemption prior to maturity except as provided in the Financial Assistance Agreement.

The schedule of maturities of the Bonds is found to be such that the amount of annual debt service payments is reasonable in accordance with prudent municipal utility practices.

Section 4. Form, Execution, Registration and Payment of the Bonds. The Bonds shall be issued as registered obligations in substantially the form attached hereto as Exhibit A and incorporated herein by this reference.

The Bonds shall be executed in the name of the Municipality by the manual signatures of the Mayor and City Clerk, and shall be sealed with its official or corporate seal, if any.

The principal of, premium, if any, and interest on the Bonds shall be paid by the Municipal Treasurer, who is hereby appointed as the Municipality's Bond Registrar.

Both the principal of and interest on the Bonds shall be payable in lawful money of the United States of America by the Bond Registrar. Payment of principal of the final maturity on the Bond will be payable upon presentation and surrender of the Bond to the Bond Registrar. Payment of principal on the Bond (except the final maturity) and each installment of interest shall be made to the registered owner of each Bond who shall appear on the registration books of the Municipality, maintained by the Bond Registrar, on the Record Date and shall be paid by check or draft of the Municipality and mailed to such registered owner at his or its address as it

appears on such registration books or at such other address may be furnished in writing by such registered owner to the Bond Registrar.

Section 5. Security for the Bonds. The Bonds, together with interest thereon, shall not constitute an indebtedness of the Municipality nor a charge against its general credit or taxing power. The Bonds, together with interest thereon, shall be payable only out of the Debt Service Fund hereinafter created and established, and shall be a valid claim of the registered owner or owners thereof only against such Debt Service Fund and the revenues of the System pledged to such fund. Sufficient revenues are hereby pledged to said Debt Service Fund, and shall be used for no other purpose than to pay the principal of, premium, if any, and interest on the Bonds and any Parity Bonds as the same becomes due.

Section 6. Funds and Accounts. In accordance with the Act, for the purpose of the application and proper allocation of the revenues of the System, and to secure the payment of the principal of and interest on the Bonds and Parity Bonds, certain funds of the System are hereby created and established which shall be used solely for the following respective purposes:

- (a) Revenue Fund, into which shall be deposited as received the Gross Earnings of the System, which money shall then be divided among the Operation and Maintenance Fund, the Debt Service Fund and the Surplus Fund in the amounts and in the manner set forth in Section 7 hereof and used for the purposes described below.
- (b) Operation and Maintenance Fund, which shall be used for the payment of Current Expenses.
- (c) Debt Service Fund, which shall be used for the payment of the principal of, premium, if any, and interest on the Bonds and Parity Bonds as the same becomes due, and which may contain a Reserve Account established by a future resolution authorizing the issuance of Parity Bonds to secure such Parity Bonds.
- (d) Surplus Fund, which shall first be used whenever necessary to pay principal of, premium, if any, or interest on the Bonds and Parity Bonds when the Debt Service Fund shall be insufficient for such purpose, and thereafter shall be disbursed as follows: (i) at any time, to remedy any deficiency in any of the Funds provided in this Section 6 hereof; and (ii) money thereafter remaining in the Surplus Fund at the end of any Fiscal Year may be transferred to any of the funds or accounts created herein or to reimburse the general fund of the Municipality for advances made by the Municipality to the System.

Section 7. Application of Revenues. After the delivery of the Bonds, the Gross Earnings of the System shall be deposited as collected in the Revenue Fund and shall be transferred monthly to the funds listed below in the following order of priority and in the manner set forth below:

- (a) to the Operation and Maintenance Fund, in an amount equal to the estimated Current Expenses for such month and for the following month (after giving effect to available amounts in said Fund from prior deposits);

- (b) to the Debt Service Fund, an amount equal to one-sixth (1/6) of the next installment of interest coming due on the Bonds and any Parity Bonds then outstanding and an amount equal to one-twelfth (1/12) of the installment of principal of the Bonds and any Parity Bonds coming due during such Bond Year (after giving effect to available amounts in said Fund from accrued interest, any premium or any other source), and any amount required by a future resolution authorizing the issuance of Parity Bonds to fund a Reserve Account established therein; and
- (c) to the Surplus Fund, any amount remaining in the Revenue Fund after the monthly transfers required above have been completed.

Transfers from the Revenue Fund to the Operation and Maintenance Fund, the Debt Service Fund and the Surplus Fund shall be made monthly not later than the tenth day of each month, and such transfer shall be applicable to monies on deposit in the Revenue Fund as of the last day of the month preceding. Any other transfers and deposits to any fund required or permitted by subsection (a) through (c) of this Section, except transfers or deposits which are required to be made immediately or annually, shall be made on or before the tenth day of the month. Any transfer or deposit required to be made at the end of any Fiscal Year shall be made within sixty (60) days after the close of such Fiscal Year. If the tenth day of any month shall fall on a day other than a business day, such transfer or deposit shall be made on the next succeeding business day.

It is the express intent and determination of the Governing Body that the amounts transferred from the Revenue Fund and deposited in the Debt Service Fund shall be sufficient in any event to pay the interest on the Bonds and any Parity Bonds as the same accrues and the principal thereof as the same matures, and to fund the Reserve Account as required in connection with future Parity Bonds.

Section 8. Deposits and Investments. The Debt Service Fund shall be kept apart from monies in the other funds and accounts of the Municipality and the same shall be used for no purpose other than the prompt payment of principal of and interest on the Bonds and any Parity Bonds as the same becomes due and payable. All monies therein shall be deposited in special and segregated accounts in a public depository selected under Chapter 34, Wisconsin Statutes and may be temporarily invested until needed in legal investments subject to the provisions of Section 66.0603(1m), Wisconsin Statutes. The other funds herein created (except the Sewerage System CFWP Project Fund) may be combined in a single account in a public depository selected in the manner set forth above and may be temporarily invested until needed in legal investments subject to the provisions of Section 66.0603(1m), Wisconsin Statutes.

Section 9. Service to the Municipality. The reasonable cost and value of services rendered to the Municipality by the System by furnishing sewerage services for public purposes shall be charged against the Municipality and shall be paid in monthly installments as the service accrues, out of the current revenues of the Municipality collected or in the process of collection, exclusive of the revenues derived from the System; that is to say, out of the tax levy of the Municipality made by it to raise money to meet its necessary current expenses. The reasonable cost and value of such service to the Municipality in each year shall be equal to an amount

which, together with other revenues of the System, will produce in each Fiscal Year Net Revenues equivalent to not less than the annual principal and interest requirements on the Bonds, any Parity Bonds and any other obligations payable from the revenues of the System then outstanding, times the greater of (i) 110% or (ii) the highest debt service coverage ratio required with respect to any obligations payable from revenues of the System then outstanding. However, such payment out of the tax levy shall be subject to (a) approval of the Public Service Commission, or successors to its function, if applicable, (b) yearly appropriations therefor, and (c) applicable levy limitations, if any; and neither this Resolution nor such payment shall be construed as constituting an obligation of the Municipality to make any such appropriation over and above the reasonable cost and value of the services rendered to the Municipality and its inhabitants or to make any subsequent payment over and above such reasonable cost and value.

Section 10. Operation of System; Municipality Covenants. It is covenanted and agreed by the Municipality with the owner or owners of the Bonds, and each of them, that the Municipality will perform all of the obligations of the Municipality as set forth in the Financial Assistance Agreement.

Section 11. Additional Bonds. No bonds or obligations payable out of the revenues of the System may be issued in such manner as to enjoy priority over the Bonds. Additional obligations may be issued if the lien and pledge is junior and subordinate to that of the Bonds. Parity Bonds may be issued only under the following circumstances:

(a) Additional Parity Bonds may be issued for the purpose of completing the Project and for the purpose of financing costs of the Project which are ineligible for payment under the State of Wisconsin Clean Water Fund Program. However, such additional Parity Bonds shall be in an aggregate amount not to exceed 20% of the face amount of the Bonds; or

(b) Additional Parity Bonds may also be issued if all of the following conditions are met:

(1) The Net Revenues of the System for the Fiscal Year immediately preceding the issuance of such additional bonds must have been in an amount at least equal to the maximum annual interest and principal requirements on all bonds outstanding payable from the revenues of the System, and on the bonds then to be issued, times the greater of (i) 1.10 or (ii) the highest debt service coverage ratio to be required with respect to the Additional Parity Bonds to be issued or any other obligations payable from the revenues of the System then outstanding. Should an increase in permanent rates and charges, including those made to the Municipality, be properly ordered and made effective during the Fiscal Year immediately prior to the issuance of such additional bonds or during that part of the Fiscal Year of issuance prior to such issuance, then Net Revenues for purposes of such computation shall include such additional revenues as an independent certified public accountant, consulting professional engineer or the Wisconsin Public Service Commission may certify would have accrued during the prior Fiscal Year had the new rates been in effect during that entire immediately prior Fiscal Year.

(2) The payments required to be made into the funds enumerated in Section 6 of this Resolution must have been made in full.

(3) The additional bonds must have principal maturing on May 1 of each year and interest falling due on May 1 and November 1 of each year.

(4) The proceeds of the additional bonds must be used only for the purpose of providing extensions or improvements to the System, or to refund obligations issued for such purpose.

Section 12. Sale of Bonds. The sale of the Bonds to the State of Wisconsin Clean Water Fund Program for the purchase price of up to \$1,619,516 and at par, is ratified and confirmed; and the officers of the Municipality are authorized and directed to do any and all acts, including executing the Financial Assistance Agreement and the Bonds as hereinabove provided, necessary to conclude delivery of the Bonds to said purchaser, as soon after adoption of this Resolution as is convenient. The purchase price for the Bonds shall be paid upon requisition therefor as provided in the Financial Assistance Agreement, and the officers of the Municipality are authorized to prepare and submit to the State requisitions and disbursement requests in anticipation of the execution of the Financial Assistance Agreement and the issuance of the Bonds.

Section 13. Application of Bond Proceeds. The proceeds of the sale of the Bonds shall be deposited by the Municipality into a special fund designated as "Sewerage System CWFP Project Fund." The Sewerage System CWFP Project Fund shall be used solely for the purpose of paying the costs of the Project as more fully described in the preamble hereof and in the Financial Assistance Agreement. Moneys in the Sewerage System CWFP Project Fund shall be disbursed within three (3) business days of their receipt from the State of Wisconsin and shall not be invested in any interest-bearing account.

Section 14. Amendment to Resolution. After the issuance of any of the Bonds, no change or alteration of any kind in the provisions of this Resolution may be made until all of the Bonds have been paid in full as to both principal and interest, or discharged as herein provided, except: (a) the Municipality may, from time to time, amend this Resolution without the consent of any of the owners of the Bonds, but only to cure any ambiguity, administrative conflict, formal defect, or omission or procedural inconsistency of this Resolution; and (b) this Resolution may be amended, in any respect, with a written consent of the owners of not less than two-thirds (2/3) of the principal amount of the Bonds then outstanding, exclusive of Bonds held by the Municipality; provided, however, that no amendment shall permit any change in the pledge of revenues derived from the System or the maturity of any Bond issued hereunder, or a reduction in the rate of interest on any Bond, or in the amount of the principal obligation thereof, or in the amount of the redemption premium payable in the case of redemption thereof, or change the terms upon which the Bonds may be redeemed or make any other modification in the terms of the payment of such principal or interest without the written consent of the owner of each such Bond to which the change is applicable.

Section 15. Defeasance. When all Bonds have been discharged, all pledges, covenants and other rights granted to the owners thereof by this Resolution shall cease. The Municipality may discharge all Bonds due on any date by irrevocably depositing in escrow with a suitable bank or trust company a sum of cash and/or bonds or securities issued or guaranteed as to principal and interest of the U.S. Government, or of a commission, board or other instrumentality of the U.S. Government, maturing on the dates and bearing interest at the rates required to provide funds sufficient to pay when due the interest to accrue on each of said Bonds to its maturity or, at the Municipality's option, if said Bond is prepayable to any prior date upon which it may be called for redemption, and to pay and redeem the principal amount of each such Bond at maturity, or at the Municipality's option, if said Bond is prepayable, at its earliest redemption date, with the premium required for such redemption, if any, provided that notice of the redemption of all prepayable Bonds on such date has been duly given or provided for.

Section 16. Rebate Fund. Unless the Bonds are exempt from the rebate requirements of the Internal Revenue Code of 1986, as amended (the "Code"), the Municipality shall establish and maintain, so long as the Bonds and any Parity Bonds are outstanding, a separate account to be known as the "Rebate Fund." The sole purpose of the Rebate Fund is to provide for the payment of any rebate liability with respect to the Bonds under the relevant provisions of the Code and the Treasury Regulations promulgated thereunder (the "Regulations"). The Rebate Fund shall be maintained by the Municipality until all required rebate payments with respect to the Bonds have been made in accordance with the relevant provisions of the Code and the Regulations.

The Municipality hereby covenants and agrees that it shall pay to the United States from the Rebate Fund, at the times and in the amounts and manner required by the Code and the Regulations, the portion of the "rebate amount" (as defined in Section 1.148-3(b) of the Regulations) that is due as of each "computation date" (within the meaning of Section 1.148-3(e) of the Regulations). As of the date of this Resolution, the provisions of the Regulations specifying the required amounts of rebate installment payments and the time and manner of such payments are contained in Sections 1.148-3(f) and (g) of the Regulations, respectively. Amounts held in the Rebate Fund and the investment income therefrom are not pledged as security for the Bonds or any Parity Bonds and may only be used for the payment of any rebate liability with respect to the Bonds.

The Municipality may engage the services of accountants, attorneys or other consultants necessary to assist it in determining the rebate payments, if any, owed to the United States with respect to the Bonds. The Municipality shall maintain or cause to be maintained records of determinations of rebate liability with respect to the Bonds for each computation date until six (6) years after the retirement of the last of the Bonds. The Municipality shall make such records available to the State of Wisconsin upon reasonable request therefor.

Section 17. Resolution a Contract. The provisions of this Resolution shall constitute a contract between the Municipality and the owner or owners of the Bonds, and after issuance of any of the Bonds no change or alteration of any kind in the provisions of this Resolution may be made, except as provided in Section 14, until all of the Bonds have been paid in full as to both principal and interest. The owner or owners of any of the Bonds shall have the right in addition to all other rights, by mandamus or other suit or action in any court of competent jurisdiction, to

enforce such owner's or owners' rights against the Municipality, the Governing Body thereof, and any and all officers and agents thereof including, but without limitation, the right to require the Municipality, its Governing Body and any other authorized body, to fix and collect rates and charges fully adequate to carry out all of the provisions and agreements contained in this Resolution.

Section 18. Continuing Disclosure. The officers of the Municipality are hereby authorized and directed, if requested by the State of Wisconsin, to provide to the State of Wisconsin Clean Water Fund Program and to such other persons or entities as directed by the State of Wisconsin such ongoing disclosure regarding the Municipality's financial condition and other matters, at such times and in such manner as the Clean Water Fund Program may require, in order that securities issued by the Municipality and the State of Wisconsin satisfy rules and regulations promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as amended and as it may be amended from time to time, imposed on brokers and dealers of municipal securities before the brokers and dealers may buy, sell, or recommend the purchase of such securities.

Section 19. Conflicting Resolutions. All ordinances, resolutions, or orders, or parts thereof heretofore enacted, adopted or entered, in conflict with the provisions of this Resolution, are hereby repealed and this Resolution shall be in effect from and after its passage.

Passed: January 18, 2021

Approved: January 18, 2021

Steve Bierce
Mayor

Attest:

Kelly M. Tarczewski
City Clerk

EXHIBIT A

(Form of Municipal Obligation)

REGISTERED
NO. _____

UNITED STATES OF AMERICA
STATE OF WISCONSIN
WAUKESHA COUNTY
CITY OF PEWAUKEE

REGISTERED
\$ _____

SEWERAGE SYSTEM REVENUE BOND, SERIES 2021

Final
Maturity Date

May 1, 2040

Date of
Original Issue

_____, 20__

REGISTERED OWNER: STATE OF WISCONSIN CLEAN WATER FUND PROGRAM

FOR VALUE RECEIVED the City of Pewaukee, Waukesha County, Wisconsin (the "Municipality") hereby acknowledges itself to owe and promises to pay to the registered owner shown above, or registered assigns, solely from the fund hereinafter specified, the principal sum of an amount not to exceed _____ DOLLARS (\$ _____) (but only so much as shall have been drawn hereunder, as provided below) on May 1 of each year commencing May 1, 2022 until the final maturity date written above, together with interest thereon (but only on amounts as shall have been drawn hereunder, as provided below) from the dates the amounts are drawn hereunder or the most recent payment date to which interest has been paid, at the rate of 1.485% per annum, calculated on the basis of a 360-day year made up of twelve 30-day months, such interest being payable on the first days of May and November of each year, with the first interest being payable on May 1, 2021.

The principal amount evidenced by this Bond may be drawn upon by the Municipality in accordance with the Financial Assistance Agreement entered by and between the Municipality and the State of Wisconsin by the Department of Natural Resources and the Department of Administration including capitalized interest transferred (if any). The principal amounts so drawn shall be repaid in installments on May 1 of each year commencing on May 1, 2022 in an amount equal to an amount which when amortized over the remaining term of this Bond plus current payments of interest (but only on amounts drawn hereunder) at One and 485/1000ths percent (1.485%) per annum shall result in equal annual payments of the total of principal and the semiannual payments of interest. The State of Wisconsin Department of Administration shall record such draws and corresponding principal repayment schedule on a cumulative basis in the format shown on the attached Schedule A.

Both principal and interest hereon are hereby made payable to the registered owner in lawful money of the United States of America. On the final maturity date, principal of this Bond shall be payable only upon presentation and surrender of this Bond at the office of the Municipal Treasurer. Principal hereof (except the final maturity) and interest hereon shall be payable by electronic transfer or by check or draft dated on or before the applicable payment date and mailed from the office of the Municipal Treasurer to the person in whose name this Bond is registered at the close of business on the fifteenth day of the calendar month next preceding such interest payment date.

The Bonds shall not be redeemable prior to their maturity, except with the consent of the registered owner.

This Bond is transferable only upon the books of the Municipality kept for that purpose at the office of the Municipal Treasurer, by the registered owner in person or its duly authorized attorney, upon surrender of this Bond, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Municipal Treasurer, duly executed by the registered owner or its duly authorized attorney. Thereupon a replacement Bond shall be issued to the transferee in exchange therefor. The Municipality may deem and treat the person in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of or on account of the principal or interest hereof and for all other purposes. This Bond is issuable solely as a negotiable, fully-registered bond, without coupons, and in denominations of \$0.01 or any integral multiple thereof.

This Bond is issued for the purpose of providing for the payment of the cost of constructing improvements to the Sewerage System of the Municipality, pursuant to Article XI, Section 3, of the Wisconsin Constitution, Section 66.0621, Wisconsin Statutes, and a resolution adopted January 18, 2021, and entitled: "Resolution Authorizing the Issuance and Sale of Up to \$1,619,516 Sewerage System Revenue Bonds, Series 2021, and Providing for Other Details and Covenants With Respect Thereto" and is payable only from the income and revenues of the Sewerage System of the Municipality (the "Utility"). This Bond does not constitute an indebtedness of said Municipality within the meaning of any constitutional or statutory debt limitation or provision.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen, and be performed precedent to and in the issuance of this Bond have existed, have happened and have been performed in due time, form and manner as required by law; and that sufficient of the income and revenue to be received by said Municipality from the operation of its Utility has been pledged to and will be set aside into a special fund for the payment of the principal of and interest on this Bond.

IN WITNESS WHEREOF, the Municipality has caused this Bond to be signed by the signatures of its Mayor and City Clerk, and its corporate seal to be impressed hereon, all as of the date of original issue specified above.

CITY OF PEWAUKEE,
WISCONSIN

(SEAL)

By: _____
Steve Bierce
Mayor

By: _____
Kelly M. Tarczewski
City Clerk

COPY

(Form of Assignment)

FOR VALUE RECEIVED the undersigned hereby sells, assigns and transfers unto

(Please print or typewrite name and address, including zip code, of Assignee)

Please insert Social Security or other identifying number of Assignee

the within Bond and all rights thereunder, hereby irrevocably constituting and appointing

Attorney to transfer said Bond on the books kept for the registration thereof with full power of substitution in the premises.

Dated: _____

NOTICE: The signature of this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

Signature(s) guaranteed by

SCHEDULE A

\$1,619,516

CITY OF PEWAUKEE, WISCONSIN
SEWERAGE SYSTEM REVENUE BONDS, SERIES 2021

<u>Amount of Disburse- ment</u>	<u>Date of Disbursement</u>	<u>Series of Bonds</u>	<u>Principal Repaid</u>	<u>Principal Balance</u>

SCHEDULE A (continued)

PRINCIPAL REPAYMENT SCHEDULE

<u>Date</u>	<u>Principal Amount</u>
May 1, 2022	\$74,404.69
May 1, 2023	75,509.60
May 1, 2024	76,630.92
May 1, 2025	77,768.89
May 1, 2026	78,923.76
May 1, 2027	80,095.78
May 1, 2028	81,285.20
May 1, 2029	82,492.28
May 1, 2030	83,717.29
May 1, 2031	84,960.50
May 1, 2032	86,222.16
May 1, 2033	87,502.56
May 1, 2034	88,801.97
May 1, 2035	90,120.68
May 1, 2036	91,458.97
May 1, 2037	92,817.14
May 1, 2038	94,195.48
May 1, 2039	95,594.28
May 1, 2040	97,013.85

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 7.**

DATE: January 18, 2021

DEPARTMENT: PW - Water/Sewer

PROVIDED BY: Magdelene Wagner/Jane Mueller

SUBJECT:

Discussion and Possible Action to Adopt the Sanitary Sewer Rate as \$150.00 Per REU Per Quarter [Mueller / Wagner]

BACKGROUND:

The current municipal sanitary sewer rate is \$110 per REU per quarter which was adopted in 2013, effective for the first quarter billing of 2013. This, of course, is exempting the Waukesha Sewer rates changes in 2018 and again in 2020.

The Utility contracted with Ruekert Mielke in 2020 to review the sanitary sewer rates for the community, including the most recent change in Waukesha Rate charges. Please see the attached Sewer Rate Study. The report offers two scenarios. The first incorporates the Sewer Reserve Capacity Assessments (RCA) collected during the calendar year in the sewer rates to offset the cost of operations and maintenance (O&M) of the sewer collection system. The second does not include these RCA collections and the rate is strictly the cost of O&M of the sewer collection system.

The report recommends incorporating the RCA's into the rate, however Staff is not recommending this for the following reasons.

- 1) The RCA is an assessment, not a rate, and fluctuates yearly based upon development and sewer connections, completely unrelated to the O&M of the collection system. The report used the average revenue collected for these assessments in the calculation.
- 2) The RCA was created to pay for the capacity at the Fox River Pollution Control Center (Brookfield Wastewater Treatment Plant). Improvements. Replacement of this infrastructure is an ongoing expense for the City's share in this plant. In addition, discharge regulations are becoming more stringent on the plant which are requiring new technology and equipment to maintain compliance. The City will need additional capacity within the plant before it is completely built out. The RCA funds should be used for these purposes rather than offsetting O&M of the collection system.
- 3) The Utility is projecting some large expenditures in the near future with lift stations reaching their end of life and needing to be replaced and upgraded. In addition, we have maintenance needs within the collection system which will be enumerated in the upcoming Facility Needs Study.
- 4) It is planned that we will be reviewing these sewer rates bi-annually moving forward to avoid these large increases in the rates. This is recommendation that we have not been following.
- 5) The Utility is contracting with a Financial Advisor. Until we have a full picture of the financial status of the Utility, including any needs identified in the Facility Plan Study, we do not feel comfortable changing the structure of the sewer rate.

Staff is recommending the Common Council adopt the new sewer rate of \$150.00 per REU per quarter (Scenario 2 of the Rate Study) for the reasons stated above.

FINANCIAL IMPACT:

See attached Sewer Rate Study.

RECOMMENDED MOTION:

Common Council adopt the municipal sanitary sewer rate at \$150.00 per REU per quarter beginning first quarter billing in 2021.

ATTACHMENTS:

Description

Sewer Rate Study

December 18, 2020

Common Council Members
City of Pewaukee
W240 N3065 Pewaukee Road
Pewaukee, WI 53072

Re: Proposed 2021 Sewer Service Rates

Dear Council Members,

The City asked Ruekert & Mielke, Inc (R/M) to propose updated sewer rates for 2021. The proposed rates were created according to the City of Pewaukee's (City)'s ordinances. The ordinances dictate that the City's sanitary sewer service rates are made up of 3 parts: 1) an administrative charge 2) an operations and maintenance (O&M) charge and 3) a charge for debt service.

Rate Structure

The water utility and sanitary sewer utility function together, but they divide the administrative costs between the two entities. Administrative charges include billing, accounting services, and property and liability insurance. The administrative charge for each user equals the budgeted administrative costs divided by the total number of customers.

Administrative charge = Budgeted Administrative Costs / Total Number of Customers

O&M charges cover the expenses of operating the sanitary-sewer system. Labor and benefits fall under O&M expense, as does maintenance of the collection system. The largest O&M charges come from other entities: waste treatment costs from the Cities of Brookfield and Waukesha, as well as conveyance charges from Lake Pewaukee Sanitary District (LPSD), the Village of Pewaukee, and the Town of Brookfield. Having charges from 5 different entities with very different cost structures makes cost management challenging. The O&M charge is calculated by taking the total budgeted O&M costs and dividing it by the number of residential equivalent units (REUs).

O&M charge = Budgeted O&M Costs / Total REUs

The last part, a charge for debt service, equals next year's debt payments for the sewer utility divided by the number of REUs. Debt for the sewer utility includes Clean Water Fund Loans for the City's share of the Fox River Water Pollution Control Center.

Debt charge = Next Year's Debt Service / Total REUs

The second and third parts of rates, O&M charges and debt charges, are based on REUs. In the proposed rate tables that follow this letter, the O&M and debt service charges are added together before being divided by the number of REUs. Administrative charges are separated since they are based on number of customers.

The proposed rates are uniform, meaning that each customer receives the same administrative charge and charge per REU, regardless of where they live and what it costs to serve that customer.

Reserve Capacity Assessment (RCA) Choice

The City's ordinances allow the utility to choose how much of the revenue from RCAs to include in the revenue requirement. The higher the amount of RCA revenue that is included, the lower the charge per REU because this revenue offsets expenses, reducing the amount the utility needs to recover through user-rate charges.

Based on the flexibility the City has with RCA revenue, R/M created two rate options. The first one shows rates with the recent average annual amount collected through RCAs. The second shows rates without any RCA revenues. The two scenarios are displayed on the pages that follow.

Revenue from RCAs can vary significantly from what is budgeted because development throughout the year can occur at a different pace from what is anticipated, or that development can be postponed indefinitely based on prevailing economic conditions at the time.

Cash Analysis

Under both scenarios, the revenue suffices to provide adequate debt coverage for the Clean Water Fund (CWF) loan. According to the Department of Administration (DOA)'s method of calculation for debt coverage, a utility must have net revenue that equals or exceeds 110 percent of its CWF debt payment. Scenario 1, which has the lower debt coverage, exceeds this target with debt coverage well over 900 percent.

As of year-end 2019, the sewer utility had \$13 million in cash and cash equivalents, an increase from 2018's ending balance of almost \$11 million and 2017's ending balance of \$10 million. "Days cash on hand" measures how long the cash an organization has would last if it had no revenue and had to pay all its operating expenses from its cash reserves. Using the 2021 budget for operating expenses, R/M calculated that the utility's days cash on hand equals 4.8 years.

Based on our cash analysis, R/M recommends that the City approve the first scenario. The rates in this scenario provide adequate cash flow with the lower increase to customers.

We welcome any questions you might have.

Sincerely,



Ed Maxwell, M.B.A
Bridgot Gysbers

2021 Sanitary Sewer Rates for City of Pewaukee

Scenario 1: Recent Average RCA Collections

Operations, Debt Service, & Depreciation	2021 Budget	Notes
Operating Expenses		
Labor and benefits	\$ 346,643	
Plant operation and maintenance	2,187,900	Includes Brookfield & Waukesha treatment
Transportation and maintenance	61,050	
Other	124,000	Includes consultant and study expenses
Total	2,719,593	
Debt Service		
CWF Loan for FRWPCC	99,676	2022 estimate per City ordinance
Other	27,550	2022 debt payment per City ordinance
Total Debt	127,226	
Depreciation	950,000	
Sewer Service RCA Collections	304,000	Recent average
LPSD Administrative Charges	3,916	
Total Operating, Debt Service, & Depreciation less Connection Fees & LPSD Administrative Charges	\$ 3,488,904	
Number of REUs	7,906	All customers, including LPSD & Waukesha
Rate per REU/Qtr	\$ 110.32	
General and Administration	147,544	
Number of Users	4,779	All customers, including LPSD & Waukesha
Rate per User/Qtr	\$ 30.87	
Total Rate for 1 REU/Qtr	\$ 141.19	
Total Rate for 1 REU/Qtr rounded to nearest tenth of a dollar	\$ 141.20	Rounded to nearest tenth of \$1 per City ordinance
Increase over Current Rate	28%	
CWF Loan Debt Coverage	920%	Debt coverage per DOA = (net revenue + interest earned) / CWF debt service

2021 Sanitary Sewer Rates for City of Pewaukee
Scenario 2: No RCA Revenues Included

Operations, Debt Service, & Depreciation	<u>2021 Budget</u>	<u>Notes</u>
Operating Expenses		
Labor and benefits	\$ 346,643	
Plant operation and maintenance	2,187,900	Includes Brookfield & Waukesha treatment
Transportation and maintenance	61,050	
Other	124,000	Includes consultant and study expenses
Total	<u>2,719,593</u>	
Debt Service		
CWF Loan for FRWPCC	99,676	2022 estimate per City ordinance
Other	27,550	2022 debt payment per City ordinance
Total Debt	<u>127,226</u>	
Depreciation	<u>950,000</u>	
Sewer Service RCA Collections	<u>-</u>	None included
LPSD Administrative Charges	3,916	
Total Operating, Debt Service, & Depreciation less Connection Fees & LPSD Administrative Charges	<u>\$ 3,792,903</u>	
Number of REUs	7,906	All customers, including LPSD & Waukesha
Rate per REU/Qtr	<u>\$ 119.93</u>	
General and Administration	147,544	
Number of Users	4,779	All customers, including LPSD & Waukesha
Rate per User/Qtr	<u>\$ 30.87</u>	
Total Rate for 1 REU/Qtr	\$ 150.81	
Total Rate for 1 REU/Qtr rounded to nearest tenth of a dollar	<u>\$ 150.80</u>	Rounded to nearest tenth of \$1 per City ordinance
Increase over Current Rate	37%	
CWF Loan Debt Coverage	1225%	Debt coverage per DOA = (net revenue + interest earned) / CWF debt service

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 8.**

DATE: January 18, 2021

DEPARTMENT: PW - Water/Sewer

PROVIDED BY: Magdelene Wagner/Jane Mueller

SUBJECT:

Discussion and Possible Action to Award Deer Haven Well #11 and Well #12 Rehabilitation and Pump Improvement Contract to the Lowest Qualified Bidder, Water Well Solutions, Inc. Based on the Lowest Qualified Bid of up to \$209,560.00 [Mueller / Wagner]

BACKGROUND:

This contract is for the rehabilitation work on the shallow and deep wells for the Deer Haven Wells. This is the regularly scheduled maintenance of these wells.

The low bid for the project is \$128,260.00. We bid several mandatory alternates that may be required once we pull the pump and assembly and review its condition. If additional work is required that is over the 2021 budget amount of \$140,000, we will be back for authorization to transfer funds. The recommendation of award includes these mandatory alternates in the total to ensure the prices are held by the Contractor but does not obligate the City to pay for those items.

FINANCIAL IMPACT:

The Deer Haven Well #11 & #12 had a 2021 budget of \$140,000.

RECOMMENDED MOTION:

Common Council award of the Deer Haven Well #11 and Well #12 Rehabilitation and Pump Improvement Contract to the lowest qualified bidder, Water Well Solutions, Inc., based on the lowest bid of up to \$209,560.00.

ATTACHMENTS:

Description
Recommendation of Award

January 14, 2021

Ms. Magdelene J. Wagner, P.E.
Director of Public Works
City of Pewaukee
W240 N3065 Pewaukee Road
Pewaukee, WI 53072

RE: Deer Haven Well and Well Pump Improvements

Dear Magdelene:

Bids for the above project were opened on January 11, 2021 at 10:00 a.m. at Pewaukee City Hall and were as follows:

BIDDER	BASE BID	MANDATORY ALTERNATE #1	MANDATORY ALTERNATE #2
1. <u>CTW Corporation</u>	\$165,113.00	\$115,200.00	\$6,100.00
2. <u>Municipal Well Solutions</u>	\$160,457.00	\$94,600.00	\$7,685.00
3. <u>Water Well Solutions</u>	\$128,260.00	\$62,300.00	\$19,000.00

We reviewed the documentation submitted by the apparent low bidder and found that:

1. The Bid Form has been appropriately completed.
2. We have no objections to the low bidder.
3. Low bidder has successfully completed similar projects.

On these bases, we recommend that Water Well Solutions Wisconsin, LLC be awarded the Deer Haven Well and Well Pump Improvements contract, in the amount of \$209,560.00. This amount is based on the bid unit prices, mandatory alternates, and estimated quantities. Actual quantities, and therefore the final contract price, may vary. On all construction projects, unpredictable factors may increase the final contract amount. For this reason, we recommend that the City of Pewaukee include a 10 percent contingency when preparing the financial plan for this work.

Our review did not include an evaluation of bidder's current financial condition nor of their permanent safety program.

Should you decide to accept our recommendation, we have prepared the enclosed Notice of Award for your use. Please have the appropriate official sign where indicated and forward all three signed copies of the Notice of Award to our office. We will then fill in the date at the top of page one and forward it, with contracts for execution, to the Contractor. One fully completed Notice of Award will be returned to you for your records.

Bids remain subject to acceptance until March 12, 2021, unless Bidder agrees to an extension. Please advise us of your award decision, or call if there are any questions.

Magdelene J. Wagner, P.E.
City of Pewaukee
January 14, 2021
Page 2

Respectfully,

RUEKERT & MIELKE, INC.



Christopher L. Epstein, P.E. (WI)
Project Engineer
cepstein@ruekert-mielke.com
CLE:slc

Encl: Notice of Award

cc: Kenneth R. Ward, P.E., Ruekert & Mielke, Inc.

NOTICE OF AWARD

Date of Issuance:

Contract: Deer Haven Well and Well Pump
Improvements

Owner: City of Pewaukee

Bidder: Water Well Solutions Wisconsin, LLC

Owner's Contract No.: WU-52400

Address: N87 W36051 Mapleton Street
Oconomowoc, WI 53066

Engineer: Ruekert & Mielke, Inc.

Engineer's Project No. 26-10127

TO BIDDER:

You are notified that your Bid dated January 11, 2021 for the above Contract has been accepted by Owner and you are the Successful Bidder and are awarded a Contract for:

Deer Haven Well and Well Pump Improvements

The Contract Price of your Contract is: \$209,560.00

Two (2) copies of the proposed Contract Documents (except Drawings) accompany this Notice of Award, or have been transmitted or made available to Bidder electronically.

Two (2) sets of the Drawings will be delivered separately, or otherwise made available to Bidder electronically.

Bidder must comply with the following conditions precedent within 15 days of the date of issuance of this Notice of Award:

1. Deliver to Engineer One (1) fully executed counterparts of the Contract Documents.
2. Deliver with the executed Agreement the Bid security as specified in the Instructions to Bidders (Article 21), General Conditions (Paragraph 6.01), and Supplementary Conditions (Paragraph SC-6.01).
3. Deliver with the executed Agreement certificates and other evidence of insurance as specified in the General Conditions (Article 6) and the Supplementary Conditions modifying Article 6 of the General Conditions.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Engineer will return to you one fully executed counterpart of the Agreement.

Owner: CITY OF PEWAUKEE

Signature: _____

Authorized Signature

Title: _____

Date: _____

Copy: Engineer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 9.**

DATE: January 18, 2021

DEPARTMENT: PW - Engineering

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action regarding Preliminary **Resolution 21-01-03** for the Joseph Road Reconstruction, Water Main Extension, Sanitary Sewer Extension, and drainage improvements [Wagner / Mueller]

BACKGROUND:

During the 2021 budget process, it was decided to move Joseph Road up in the road program due to the severe deterioration of the roadway. At this time, it is prudent to also bring municipal water and sanitary sewer to the area. The Joseph Road is surrounded by properties that have municipal water and sewer. The Utility has had several of these property owners calling thinking they are already connected to municipal services. The connection of the water main will also connect a planned water main loop to the Springdale Estates Subdivision in Emberwood Court.

FINANCIAL IMPACT:

The 2021 budget included \$375,000 for the road reconstruction.

RECOMMENDED MOTION:

Common Council approve the Preliminary Resolution 21-01-03 for the Joseph Road Reconstruction, Water Main Extension, Sanitary Sewer Extension, and drainage improvements.

ATTACHMENTS:

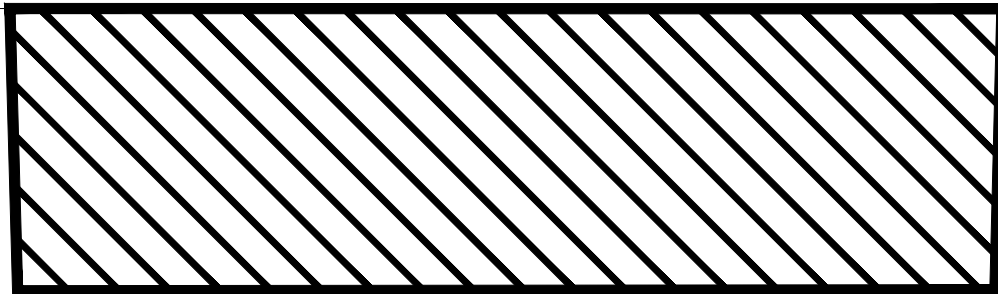
Description

Joseph Road Project Map

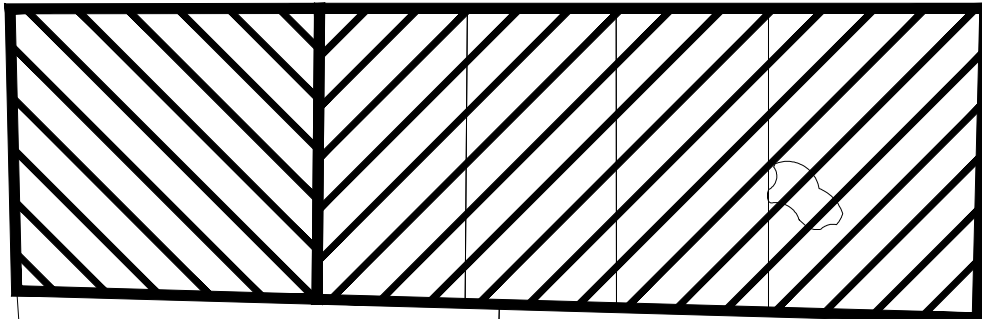
Resolution 21-01-03

JOSEPH ROAD AREA 2021
RD-21-##### & SANITARY # & WATER #
SANITARY SEWER, WATER MAIN, AND ROAD ASSESSMENT
CITY OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN

REDFORD BLVD. C.T.H. "F"



JOSEPH RD.



WISCONSIN CENTRAL LTD. RR.

HOMEWOOD CT.



LEGEND



ROAD
ASSESSMENT



SEWER, WATER,
AND ROAD
ASSESSMENT



DATE: DECEMBER, 2020

RESOLUTION 21-01-03
PRELIMINARY RESOLUTION
DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS
AUTHORIZING THE CONSTRUCTION OF JOSEPH ROAD
REHABILITATION, WATER MAIN EXTENSION, SANITARY SEWER EXTENSION,
AND RELATED FACILITIES
UNDER SECTION 66.0703, WISCONSIN STATUTES

WHEREAS, The Common Council of the City of Pewaukee has determined that the pavement within the Joseph Road Area is in need of reconstruction; and

WHEREAS, The Common Council of the City of Pewaukee has determine that the properties along Joseph Road may require municipal water service and municipal sanitary sewer service: and

WHEREAS, The Common Council of the City of Pewaukee has determined that all property owners abutting Joseph Road should share in the cost of such improvements.

NOW, THEREFORE, BE IT HEREBY RESOLVED: That the Common Council of the City of Pewaukee determines that it is in the best interest of the City and in the exercise of its police power under Section 66.0703, Wisconsin Statutes, to levy special assessments upon the following described property for special benefits conferred upon such properties by the improvements of the pavement reconstruction, municipal water extension, and municipal sanitary sewer extension:

Joseph Road, from Redford Boulevard (CTH "F") easterly to its termini, approximately 1,015 feet, and;

Before such improvements are made, the City Engineer is directed to prepare a report consisting of:

- a. Preliminary plans and specifications for said improvements.
- b. An estimate of the entire cost of the proposed reconstruction and utility extension improvements.
- c. A schedule of the proposed assessment against each affected parcel and a statement that all property is benefited.
- d. The formula for assessing.

The exact amount of the assessment and the method of permitted payments will be determined at the public hearing, prior to the Final Resolution.

Upon receiving the report of the City Engineer, the Clerk shall publish a Class I notice to be given stating the nature of the proposed work, the general boundary lines of the proposed assessment district, a small map and the place and time at which the report can be inspected and the time of the public hearing for interested parties to appear and comment. The Clerk shall also mail the notices to the post-office address of every interested party at least 10 days before the

hearing. The public hearing shall be held at the City Hall, W240 N3065 Pewaukee Road not less than 10 and not more than 40 days after such publication.

SEVERABILITY

The several sections of this Resolution shall be declared to be severable. If any section shall be declared by a decision of a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other provisions of the Resolution.

ADOPTED THIS 18th day of January, 2021.

CITY OF PEWAUKEE

Steve Bierce, Mayor

ATTEST:

Kelly M. Tarczewski, Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 10.**

DATE: January 18, 2021

DEPARTMENT: PW - Engineering

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action regarding Preliminary **Resolution 21-01-04** for the Meadowbrook Farms Phase 1 Subdivision Road Rehabilitation and Related Improvements [Wagner]

BACKGROUND:

Meadowbrook Farms Phase 1 roads are in need of rehabilitation with some minor storm drainage repairs. See the attached map for Phase 1. This is the first of 4 phases of road rehabilitations which will generally from north to south starting in Meadowbrook Farms and ending in Spice Creek.

FINANCIAL IMPACT:

The 2021 Budget included \$\$280,000.00 for road rehabilitation and \$98,000 for storm water repairs.

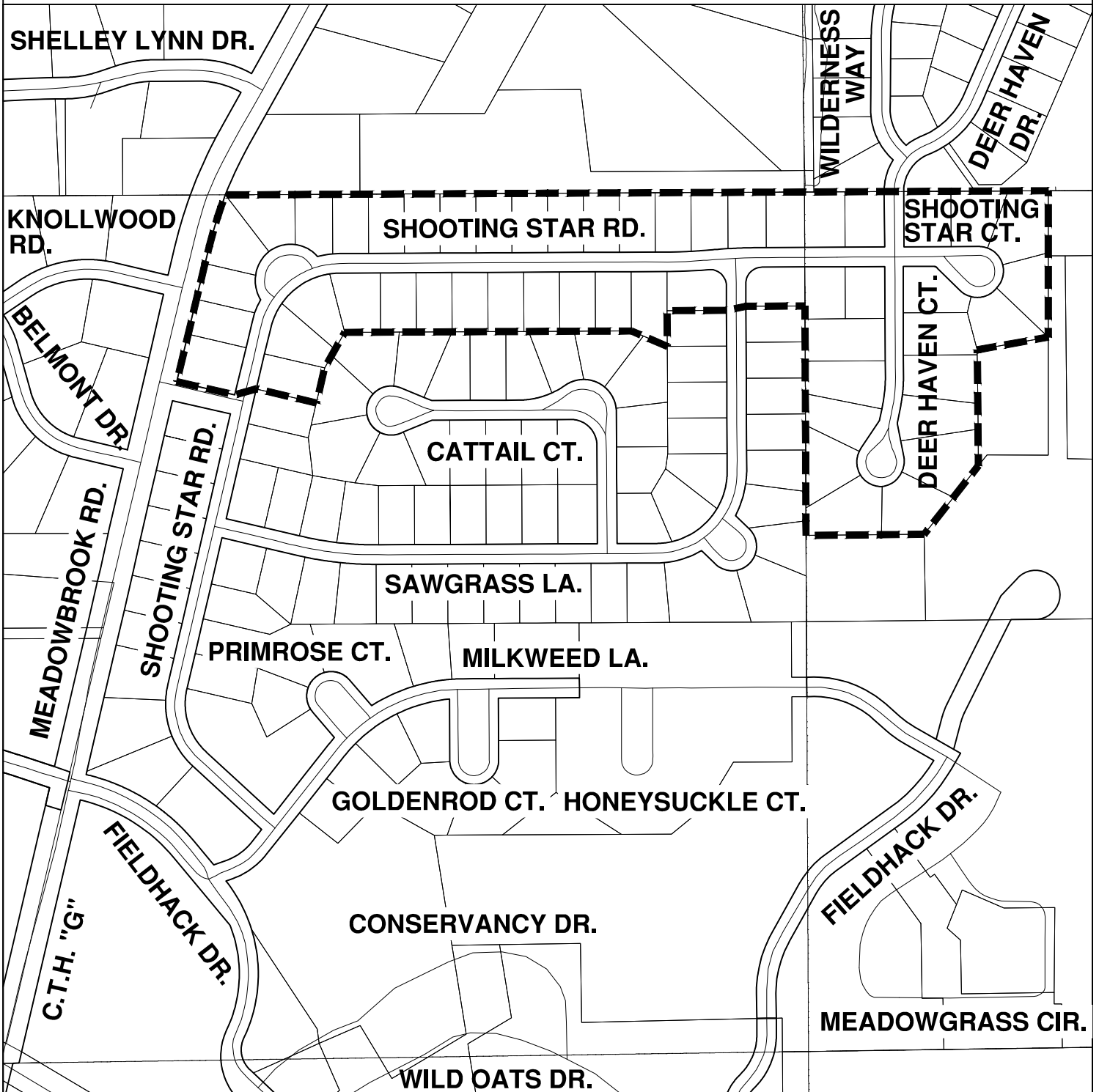
RECOMMENDED MOTION:

Common Council approve the Preliminary Resolution 21-01-04 for the Meadowbrook Farms Phase 1 Subdivision Road Rehabilitation and related improvements.

ATTACHMENTS:

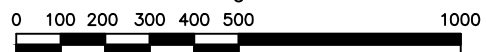
Description
Project Map - Phase 1
Resolution 21-01-04

MEADOWBROOK FARMS PHASE 1
ROAD RESURFACING
RD-21-#####
ROAD ASSESSMENT
CITY OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN



LEGEND

■■■■■ ROAD ASSESSMENT
AREA BOUNDARY



SCALE IN FEET

DATE: DECEMBER 17, 2020

RESOLUTION 21-01-04
PRELIMINARY RESOLUTION
DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS
AUTHORIZING THE CONSTRUCTION OF MEADOWBROOK FARMS PHASE I
SUBDIVISION REPAVING AND RELATED FACILITIES
UNDER SECTION 66.0703, WISCONSIN STATUTES

WHEREAS, The Common Council of the City of Pewaukee has determined that the pavement within the Meadowbrook Farms Phase I Subdivision Area are in need of reconditioning; and

WHEREAS, The Common Council of the City of Pewaukee has determined that all property owners abutting the Meadowbrook Farms Phase I Subdivision Area Roads should share in the cost of such improvements.

NOW, THEREFORE, BE IT HEREBY RESOLVED: That the Common Council of the City of Pewaukee determines that it is in the best interest of the City and in the exercise of its police power under Section 66.0703, Wisconsin Statutes, to levy special assessments upon the following described property for special benefits conferred upon such properties by the improvements of the pavement reconditioning:

Shooting Star Road, from Deer Haven Court westerly to Shooting Star Boulevard,
approximately 2,270 feet,
Deer Haven Court, from Shooting Star Road southerly to its termini, approximately 685
feet,
Shooting Star Court, from Deer Haven Court easterly to its termini, approximately 315
feet, and;

Before such improvements are made, the City Engineer is directed to prepare a report consisting of:

- a. Preliminary plans and specifications for said improvements.
- b. An estimate of the entire cost of the proposed reconstruction improvements.
- c. A schedule of the proposed assessment against each affected parcel and a statement that all property is benefited.
- d. The formula for assessing.

The exact amount of the assessment and the method of permitted payments will be determined at the public hearing, prior to the Final Resolution.

Upon receiving the report of the City Engineer, the Clerk shall publish a Class I notice to be given stating the nature of the proposed work, the general boundary lines of the proposed assessment district, a small map and the place and time at which the report can be inspected and the time of the public hearing for interested parties to appear and comment. The Clerk shall also mail the notices to the post-office address of every interested party at least 10 days before the

hearing. The public hearing shall be held at the City Hall, W240 N3065 Pewaukee Road not less than 10 and not more than 40 days after such publication.

SEVERABILITY

The several sections of this Resolution shall be declared to be severable. If any section shall be declared by a decision of a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other provisions of the Resolution.

ADOPTED THIS 18th Day of January, 2021.

CITY OF PEWAUKEE

Steve Bierce, Mayor

ATTEST:

Kelly M. Tarczewski, Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 11.**

DATE: January 18, 2021

DEPARTMENT: PW - Water/Sewer

PROVIDED BY: Magdelene Wagner/Jane Mueller

SUBJECT:

Discussion and Possible Action to Regarding the Condition of Well #5 [Mueller / Wagner]

BACKGROUND:

As you may recall, Well 5 (Northmound) is under a consent order from the Department of Natural Resources (WDNR) due to radium limits being exceeded in the drinking water which requires a construction completion date of May 31, 2022. This well has been in and out of compliance for the last several years. The Utility is moving forward to install an hydrous manganese oxide (HMO) Treatment System on this well which will bring this well into compliance with the drinking water regulations. In addition, a recent inspection of the underground storage tank revealed the roof membrane is leaking. This has taken this well completely out of service until it is repaired.

As part of the design of this treatment system and as scheduled preventative well maintenance, we reviewed the well. This revealed the well has partially collapsed below the casing and below where the well pump normally placed. With the well maintenance, we need to investigate this partial collapse to determine the extent and if it possible to re-establish the full capacity of the well. Given the compliance order completion date for the radium, the well work needs to be completed as soon as possible to maintain the schedule. It is not possible to bid out the work for the well investigation and still meet the compliance schedule. Without additional information, we are uncertain of the level of effort and techniques that may be involved in the rehabilitation work so putting bid documents will be difficult and would likely require multiple change orders as the work progressed. In addition, the well investigation is highly specialized work in which only 1 or 2 contractors in the area can complete this type of work. It is imperative that we complete this investigation to determine the viability of the well before the Utility spends over \$3.4 million dollars in the HMO treatment system.

This emergency declaration will allow the Utility to expedite the construction schedule for this well rehabilitation work in order to continue to meet the schedule in the Consent Order. See also Atty Riffle's opinion.

In addition, we are asking the Common Council to adopt a Comfort Resolution to support additional borrowing to support this work. This work was not anticipated in the original project for the well and are not included in the Safe Drinking Water Loan. It is unclear at this time if this work can be added to the Loan. If it cannot, the Utility will need to borrow additional funds to cover the cost of this project. The Utility was already planning on borrowing in 2021 to support two other projects. The Comfort Resolution allows us to reimburse ourselves after we receive the loan.

FINANCIAL IMPACT:

The Utility budgeted \$100,000 in 2021 to replace the pump and motor. The budget did not include the additional work now required for the well. The current exploratory well work is currently estimated to be \$25,000-\$49,000. As stated before this cost may fluctuate depending on the actual work needed for the well.

RECOMMENDED MOTION:

Common Council approve the Emergency Resolution 21-01-05 and the Comfort Resolution 21-01-06.

ATTACHMENTS:

Description

Atty Riffle Opinion

Resolution 21-01-05

Resolution 21-01-06

Municipal LAW

& L I T I G A T I O N G R O U P

DALE W. ARENZ, RETIRED
DONALD S. MOLTER, JR., RETIRED
JOHN P. MACY
H. STANLEY RIFFLE
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LUKE A. MARTELL
SAMANTHA R. SCHMID
STEPHEN J. CENTINARIO, JR.
AMY E. FRY-GALOW
CHRISTOPHER SCHULZ
ANTHONY GARCIA
SADIE R. ZURFLUH

January 14, 2021

MEMO

To: Mayor and Common Council
Re: City Well #5

Mayor and Alderpersons:

This memo relates to issues recently discovered with Well No. 5. On September 30, 2020, the WDNR issued a Consent Order requiring the City of Pewaukee come into compliance with the drinking water maximum contaminant level requirements for radium at Well No. 5.

Well No. 5 is located in an isolated section of the City's water system that is served by one 12-inch diameter water main. The well provides a critical redundant source of supply to the isolated area if the 12-inch water main failed. Due to the well's location, the City decided to keep the well in-service and construct a hydrous manganese oxide (HMO) filtration treatment system to remove the radium from the well water. Per the requirements of the Consent Order, construction of the treatment system is to be completed by May 31, 2022.

It was originally anticipated that the project would be advertised for bids in January of 2021, in order to meet the time requirements of the Consent Order. Prior to starting construction of the HMO filtration treatment system project, the City planned to perform routine maintenance on the well and well pump. During the preparation of the bidding documents for the well maintenance, it was discovered that a portion of the well bore hole collapsed.

Prior to bidding the HMO filtration treatment system project, the City must rehabilitate the well to ensure the well can continue to serve as a reliable source of water supply. Time is a critical factor in this process, because there is a known public health issue with the radium content in the water source. Ordinarily, this project would require a full public bidding process, but in this case, there are two exceptions.

As you know, all public works projects are subject to the public bidding regulations of §62.15 Wis. stats. this law states that “all public construction, the estimated cost of which exceeds \$25,000, shall be let by contract to the lowest responsible bidder...” There is an exception to this found in §62.15 (1b):

The provisions of [public bidding] are not mandatory for the repair and reconstruction of public facilities when damage or threatened damage thereto creates an emergency, as determined by resolution of the board of public works or board of public utility commissioners, in which the public health or welfare of the city is endangered. Whenever the city council determines by majority vote at a regular or special meeting that an emergency no longer exists, this subsection no longer applies.

First, the DNR has declared the water source of this well to be a threat to the public health and welfare, prompting the Order to bring the well into compliance by installing the treatment equipment. The City is under orders to correct this in a very short timeframe that will not be met if there is any delay in moving forward. This situation meets the emergency exemption under the statute. In my estimation, the strict timeline

Second, due to the uncertainty of the level of effort that maybe involved in the rehabilitation work, the uncertainty of the level of effort that may be involved in the rehabilitation work and the special nature of the work requiring unique contractor skills and equipment, it is truly impractical or impossible to draft specifications for this work. Under these circumstances, the law provides an exception to the public bidding requirements.

The statute provides that the “board of public works” declare the emergency. The City’s Public Works Committee presently is not constituted with sufficient members to act. Under these circumstances, the Common Council can act in place of the Committee. The utility staff requests that the Common Council declare that due to the public health threat determined to exist by the DNR, that an emergency exists, allowing for selection of a contractor to correct the deficiencies without the public bidding process.

MUNICIPAL LAW & LITIGATION GROUP, S.C.

Stan

H. Stanley Riffle, City Attorney

RESOLUTION NO. 21-01-05

**EMERGENCY RESOLUTION REGARDING
WELL #5 WELL REHABILITATION PROJECT**

WHEREAS, during preparation for routine well maintenance on Well #5, it was discovered the well bore hole has collapsed; and

WHEAREAS, on September 30, 2020, the Wisconsin Department of Natural Resources issued a Consent Order requiring Well #5 come into compliance with the drinking water maximum contaminant level requirements for radium and the City decided to use a hydrous manganese oxide (HMO) filtration treatment system to accomplish this compliance; and

WHEAREAS, the Consent Order requires the construction of the HMO filtration treatment system be complete by May 31, 2022; and

WHEAREAS, Well #5 is located in an isolated section of the City's water system that is served by one 12-inch diameter water main and provides a critical redundant source of supply; and

WHEAREAS, prior to bidding the HMO filtration treatment system, the City needs to rehabilitate the well to ensure the well can continue to serve as a reliable source of water supply; and

WHEAREAS, due to the uncertainty of the level of effort that may be involved in the rehabilitation work, the uncertainty of the level of effort that may be involved in the rehabilitation work and the special nature of the work requiring unique contractor skills and equipment, it is impractical or impossible to draft specifications for this work; and

WHEAREAS, section 1.12(1) of the City Code provides that the office of the Board of Public Works under §62.09 (1), Wisconsin State Statutes, is dispensed with and the duties are to be carried out by the Common Council; and

NOW, THEREFORE, BE IT HEREBY RESOLVED: That the Common Council of the City of Pewaukee does declare and resolve that the public health or welfare of the City is endangered by Well #5 being out of service and it is imperative to complete the well rehabilitation work to meet the schedule in the Consent Order.

IT IS FURTHER RESOLVED: That the Director of Public Works is directed to take all reasonable measures and let such bids in discretion being mindful to proceed in as fiscally prudent a manner as is practicable to complete the Well #5 well rehabilitation as expeditiously as possible.

Adopted this 18th day of January 2021.

CITY OF PEWAUKEE

ATTEST:

Steve Bierce, Mayor

Kelly Tarczewski, City Clerk

RESOLUTION NO. 21-01-06

**RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE EXPENDITURES
WELL #5 REHABILITATION PROJECT**

WHEREAS, the City of Pewaukee, Waukesha County, Wisconsin (the "City") owns and operates a municipal water system (the "System") as a public utility; and

WHEREAS, the City expects to receive a loan (the "Loan") to finance the Project and expects to issue tax exempt bonds (the "Bonds") to the Program in evidence of the Loan; and

WHEREAS; it is necessary, desirable, and in the best interests of the city to seek interim financing to fund project costs until the Loan becomes available and the Bonds can be issued.

Section 1. Expenditure of Funds. The City shall make expenditures as needed from its funds on hand to pay the costs of the Project until Bond proceeds become available.

Section 2. Declaration of Official Intent. The City hereby officially declares its intent to reimburse said expenditures with proceeds of the Bonds for the Well #5 Well Rehabilitation work.

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 City 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 City office within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, 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.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Pewaukee hereby authorizes the construction of the Well #5 Well Rehabilitation Project.

Adopted this 18th day of January 2021.

CITY OF PEWAUKEE

ATTEST:

Steve Bierce, Mayor

Kelly Tarczewski, City Clerk

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM •**

DATE: January 18, 2021

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

§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, specifically related to Hunters Ridge LLC v the City of Pewaukee.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION: