

A G E N D A
CITY OF HARTFORD COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, FEBRUARY 9, 2016
7:00 P. M.

1) CALL TO ORDER

This is a regularly scheduled meeting of the Common Council of the City of Hartford. Prior to this meeting, notice was given to the public by posting an agenda on the City Office Meeting Board, Library Bulletin Board, and Police Bulletin Board. In addition, the Daily News (the official City newspaper) was given notice of this meeting and an agenda was placed in their City Office mailbox at least 24 hours ago.

2) PLEDGE OF ALLEGIANCE

Led by Boy Scout Troop #741

3) ROLL CALL

4) UNANIMOUS CONSENT AGENDA

5) COMMUNICATIONS

A) Reminder of Spring Primary and Voter ID.

6) APPEARANCES/CITIZENS COMMENTS

7) ALDERMANIC REQUESTS

A) Any alderperson wishing to identify any pertinent information may do so; no action may be taken unless specifically identified on the agenda.

8) PUBLIC HEARINGS

A) CITY OF HARTFORD SMART GROWTH PLAN.

- 1) Opening of Hearing
- 2) Reading of Notice
- 3) Explanation of hearing by staff person
- 4) Appearances for
- 5) Appearances against
- 6) Discussion by Council
- 7) Closing of Hearing

8) Action: – Ordinance No. 1342 – An ordinance revising the 2030 City of Hartford Smart Growth Plan. (Executive Summary attached)

9) STANDING COMMITTEE REPORTS

A) FINANCE & PERSONNEL

1) Discussion and consideration of approving the following licenses:
(bartender) Justin Precord.
None.

B) PUBLIC WORKS

1) None.

C) UTILITY

1) None.

10) OTHER COMMITTEE AND LIAISON REPORTS

A) PARKS AND RECREATION COMMISSION

1) Discussion and consideration of approving the naming of Independence Park soccer field #8 "Ehley Field". (Executive Summary attached)

11) RESOLUTIONS

A) Resolution No. 3441 – A resolution approving a certified survey map for properties located in the Town of Rubicon. *W509 STH 60* (Executive Summary attached)

B) Resolution No. 3442 – A resolution approving a certified survey map for a property located in the City of Hartford. *STH 60/Constitution Avenue - Washington County* (Executive Summary attached)

C) Resolution No. 3443 – A resolution approving a certified survey map for a property located in the City of Hartford. *STH 60/Constitution Avenue - Dodge County* (Executive Summary attached)

12) ORDINANCES

A) FIRST READING

1) None.

B) SECOND READING

1) None.

13) CITY ADMINISTRATOR'S REPORT

A) Update on Highway 60 reliever route.

14) MAYORS REPORT

A) Comments on the successes of our Industrial and Manufacturing sector.

15) ADJOURNMENT

NOTE: Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting

UNANAMOUS CONSENT AGENDA
CITY OF HARTFORD
FEBRUARY 9, 2016

The following items will be acted on in one motion unless a request is made by one of the members of the body that an item be removed from the consent agenda and acted on individually.

MOTION BY ALDERPERSON _____ SECONDED BY
ALDERPERSON _____ THAT THE FOLLOWING ITEMS ON THE
UNANIMOUS CONSENT AGENDA BE APPROVED BY THE COMMON
COUNCIL:

- 1) The minutes of January 26, 2016.
- 2) Authorizing appropriate City officials to enter into a contract with Scott Construction, Inc., Lake Delton, for the 2016 Seal Coat Program Bid at an estimated cost of \$41,352. (Executive Summary attached)
- 3) Authorizing appropriate City officials to enter into a contract with Stark Pavement Corporation, Brookfield, for the 2016 Asphalt Pavement Program Bid at an estimated cost of \$206,330, including the acceptance of Alternate #1, and Alternate #2. (Executive Summary attached)
- 4) Authorizing appropriate City officials to enter into a contract with Vandewalle and Associates for a Downtown Planning Implementation Contract at a price not to exceed \$60,000. (Executive Summary attached)
- 5) Authorizing the 2016 contract with Symbiont for continued GIS Implementation at a cost not to exceed \$40,000. (Executive Summary attached)

Executive Summary

Ordinance No. 1342

Title: Proposed amendment to the City of Hartford 2030 Smart Growth Plan

Background: In 2010 the Plan Commission and Common Council approved the nine elements of the City of Hartford 2030 Smart Growth Plan and component Long-Range Land Use Map. The Long-Range Land Use Map was subsequently amended for small areas later in 2010 and again in 2012. During the Smart Growth review process, Staff indicated that proposed changes were likely to come forward occasionally, primarily from land owners. The Plan Commission and Common Council can vote to change the City of Hartford 2030 Smart Growth Plan at any time.

Long-Range Land Use Map Function: Ideally the Long-Range Land Use Map should serve as a template of how the City views the current and future mix of land uses in and around Hartford. However, some of the land uses described in the Long-Range Land Use Map do not ideally describe the land use that exists or could appropriately exist in a given area. For example, in the downtown area, there are individual buildings that include residential, commercial and light industrial uses. This mix of uses is viable outside of the downtown as well.

Hartford's Long-Range Land Use Map, similar to its zoning ordinance, is based on the Euclidian model. The Euclidian model seeks to separate incompatible uses. However, over time this approach has served to separate almost all different uses, rather than just the incompatible ones. It is important that the City of Hartford keep zoning and land use flexible to ensure that compatible uses can be intermixed, thus creating more memorable and sustainable neighborhoods.

Proposed Change: Staff recommends that the City of Hartford 2030 Smart Growth Plan and Long-Range Land Use Map be amended to reflect the following changes:

Downtown Plan: In December, 2015, the Plan Commission recommended that the City incorporate the Hartford Downtown Opportunity Analysis and Downtown Redevelopment Plan by reference into the Smart Growth Plan. The Plan was prepared by Vandewalle & Associates at the direction of the Downtown Business Improvement District, the Hartford Area Development Corporation, the Hartford Area Chamber of Commerce, and First National Bank. The Downtown Redevelopment Plan is a comprehensive study of how to build off the Downtown's locational, architectural, and historical strengths to encourage catalytic development and redevelopment, strengthen local businesses, and build a more vibrant and sustainable downtown.

Land south of the Red Oak Subdivision and east of STH 83: The adopted Smart Growth Plan identifies this area for medium density residential development at a density of 1.1-2.9 units per acre. The area to the north and west calls for medium density residential development at a density of between 1.1-5.8 units per acre. A developer proposes high density residential development in this area. The density proposed for this development would be 9.1 units per acre

Staff supports a change to the Smart Growth plan to allow for higher density residential development in this area. First, the business community is clamoring for additional multi-family development. There is simply not enough housing choices affordable to the workforce in the City. As a result, many workers live elsewhere. These workers are less likely to stay with Hartford businesses for the long-term. Higher turnover at these businesses makes them less competitive and the economic wellbeing of the City as a whole suffers.

Second, there are only a couple of undeveloped or partially developed sites within the City that are planned for multi-family development. Numerous developers have indicated to Staff that they have been unable to acquire these sites for development. As a result, these sites cannot really be considered as truly developable in the short-term.

Third, the Smart Growth Plan only identifies one other area outside the current City boundary for high density residential development (on STH 60 south of Wal-Mart). However, sanitary sewer is not currently available to this area, making it less developable in the short term.

Finally, the City has long had a goal of maintaining a housing composition of 55% Single Family, 15% Two Family, and 30% Multi Family that it has followed when reviewing both short-term and long-term land use decisions. The City is currently more than 1% low on multi-family housing. The multi-family housing category includes condominiums, senior only housing, and apartments. If all approved and partially approved developments within the City were built out, the City would be more than 2% low for multi-family housing. While 2% might not sound like much, it is actually hundreds of housing units.

Staff believes that this area is appropriate given its location on a State arterial road as well as the general compatibility of all types of residential development as long as they are planned correctly. The City has numerous examples of this (e.g. Gateway Estates). This area already has or is planned for a mix of all types of housing.

Recommendation: Staff recommends that the City incorporate the Hartford Downtown Opportunity Analysis and Downtown Redevelopment Plan by reference into the Smart Growth Plan

In addition, the strong demand for multi-family housing, combined with the lack of supply, calls for additional areas to be identified as appropriate for high density residential development within the City's Smart Growth Plan. Given that housing for all employees in the City of Hartford is critical to the economic wellbeing of the City as a whole, Staff recommends that the City of Hartford 2030 Smart Growth Plan Long-Range Land Use Map be amended for the land south of the Red Oak Subdivision and east of STH 83 to allow for high density residential development (8.0-11.0 units per acre).

Prepared By: Justin Drew 1/8/16
Justin Drew
City Planner
Date

Reviewed By: Lori Hetzel 1/8/16
Lori Hetzel
City Clerk
Date

Approved By: Steve Volkert 1/8/16
Steve Volkert,
City Administrator
Date

ROUTING: PLAN COMMISSION 01/11/16
COMMON COUNCIL 02/09/16

Ordinance No. 1342

An Ordinance Revising the 2030 City of Hartford Smart Growth Plan

The Common Council of the City of Hartford, Washington/Dodge Counties, Wisconsin, do ordain as follows:

SECTION 1: Pursuant to SS62.23(2) and (3), Wis. Stats., in 2009 the City of Hartford prepared and adopted a comprehensive land use plan as defined in SS66.1001(1)(a) and 66.1001(2), Wis. Stats.;

SECTION 2: Upon enactment of the Ordinance adopting the 2030 City of Hartford Smart Growth Plan the Common Council attached the following conditions:

1. The Common Council intends to amend the provisions of the plan as they see fit;
2. The Common Council may do simple or major adjustments at any time;
3. The Plan and local ordinances must be consistent and cannot be in conflict, and
4. Legislation encourages the City to complete an update every ten (10) years;

SECTION 3: In keeping with the above-noted conditions, the Common Council has reviewed and approved a requested amendment to the Smart Growth Plan intended to incorporate the Hartford Downtown Opportunity Analysis and Downtown Redevelopment Plan by reference into the Smart Growth Plan.

SECTION 4: In keeping with the above-noted conditions, the Common Council has reviewed and approved a requested amendment to the Smart Growth Plan intended to amend the land south of the Red Oak Subdivision and east of STH 83 to allow for high density residential development (8.0 – 11.0 units per acre).

SECTION 5: This ordinance shall take effect and be in full force upon its passage and the day after its publication.

Signed: _____
Joseph C. Dautermann, Mayor

INTRODUCED: February 9, 2016

ADOPTED:

Attest: _____
Lori Hetzel, City Clerk

Daily News:
January 9, 2016
2 notices sent

Notice of Public Hearing
City of Hartford Common Council
Smart Growth Plan

PLEASE TAKE NOTICE that a PUBLIC HEARING will be held at 7:00 p.m. or thereafter on **February 9, 2016** in the Common Council Chambers at the lower level of City Hall, 109 N. Main Street, by the City of Hartford Common Council for the purpose of considering a possible amendment to the City of Hartford 2030 Smart Growth Plan adopted by the Common Council in December 2009, and updated in 2010, 2012 and 2014.

The proposed amendment is intended to:
Incorporate the Downtown Development Plan into the Smart Growth Plan,
Change the allowable use from medium density residential to high density residential in the northwest corner of Section 33

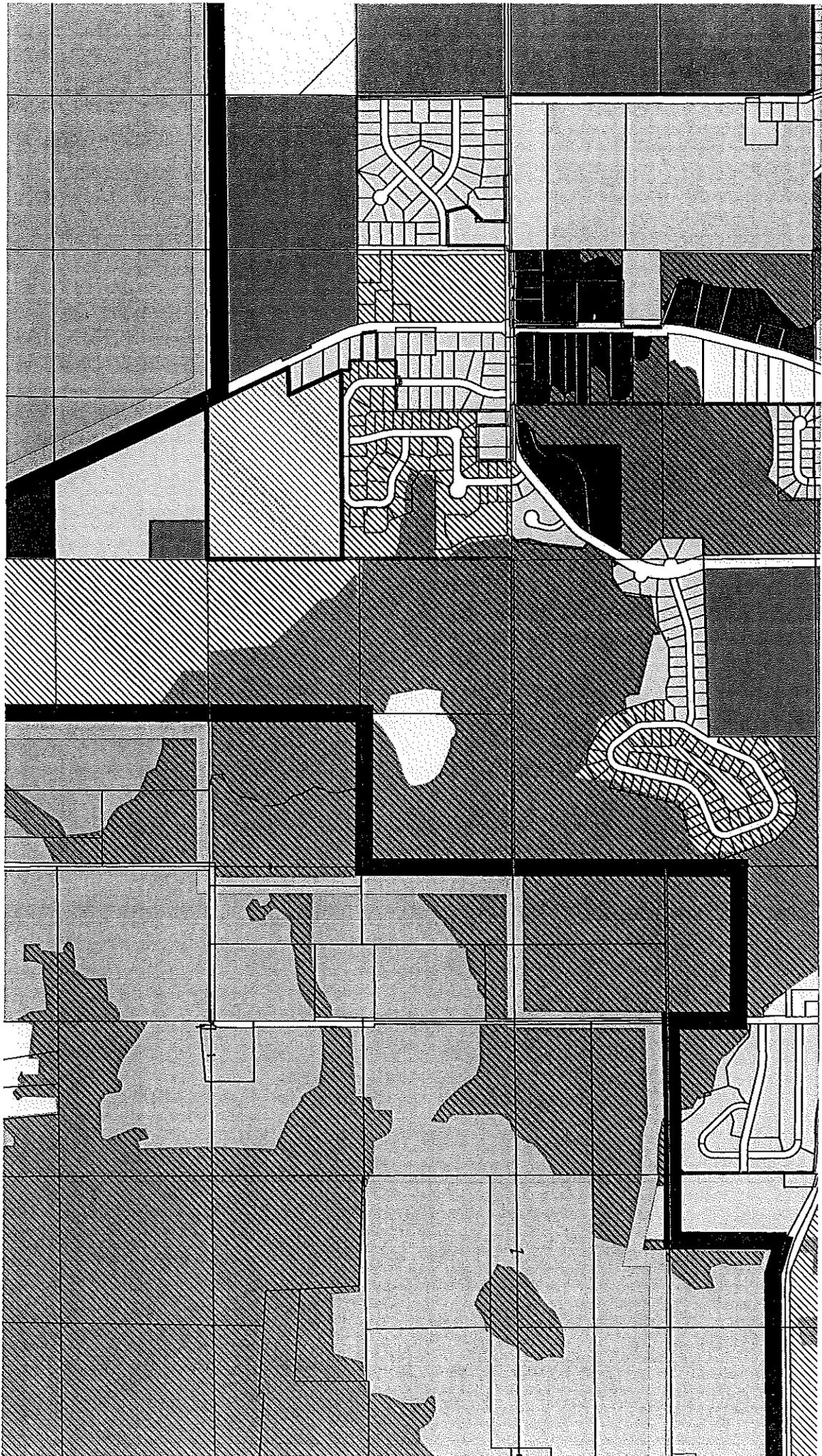
A copy of materials and related information will be available for review by appointment after January 11 at the City of Hartford Planning Office, top floor City Hall, Monday – Friday 7:30 a.m. – 4:30 p.m.

The purpose of said Public Hearing is to hear those persons who wish to express their opinions for or against the proposed draft changes to the Smart Growth Plan.

Dated this 9th day of January, 2016.

Lori Hetzel
City Clerk
City of Hartford

Notices mailed to
BID & Town of
Hartford



Executive Summary

Title: Approval to name Independence Park Soccer Field #8, "Ehley Field"

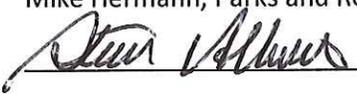
Background: The Park and Recreation Commission previously approved at the November 11, 2015 meeting the name "Ehley Field" for Independence Park soccer field #8. The naming request had been submitted by Sean Hampe, Sideliners Soccer Club President. He provided written information to support the name request. The supporting material provided by Sean Hampe is attached. The information that was presented met the criteria of the City of Hartford Park Naming policies and procedures. A copy of the Park Naming Policy is attached. The naming policy procedures require that any accepted name by the Commission proceed to a 60 day period of public comment. During this period the community is invited to offer support for or against the proposed name as well as present any new names for consideration. The public comment period is over and there were no new names presented and there have been no communications opposing the proposed name. Staff is recommending final approval of the name "Ehley Field". Following final adoption by the Park and Recreation Commission the name will be taken to the City Council for approval.

Sean Hampe indicated that the Sideliners Soccer Club would pay for any expenses associated in production/installation of a sign which would be located near the field. The proposed signage and location must be reviewed and approved through the Parks and Recreation Director.

Fiscal Impact: There is no expense in approving the name. The Soccer Club will provide an approved sign to be placed by this field.

Staff Recommendation: Staff recommends that the City of Hartford Independence Park soccer field #8 be officially named "Ehley Field".

Prepared by:  1/29/16
Mike Hermann, Parks and Recreation Director Date

Approved by:  1/29/16
Steve Volkert, City Administrator Date

Routing: Park and Recreation Commission 2/3/16
City Council 2/9/16

City of Hartford
Parks & Recreation Department

Park Naming Policy

Purpose

The purpose of the policy is to establish standard procedures and guidelines for the naming of public parklands and facilities owned and/or operated by the City of Hartford and under the jurisdiction of the Parks & Recreation Department.

Authorization

The naming of sites shall be the function of the Parks & Recreation Commission. Through the Commission, diversity, balance and creativity will be sought during adoption of names.

All requests for the proposed naming of a facility must go through the Parks & Recreation Commission, with only approved recommendations forwarded to the Common Council for final approval.

Objectives

- A. Provide a name identification for individual parks, park area or park facility.
- B. Provide criteria for citizen input into the process of naming parks, park areas or facilities.
- C. Insure that the naming of parks, park areas, or park facilities is controlled by the Hartford Common Council through recommendations from the Parks & Recreation Commission with advice from Parks & Recreation staff.

Qualifying Names

Names submitted for consideration should provide some form of individual identity in relation to the following:

- A. The geographic location of the facility. This includes descriptive names.
- B. The outstanding feature of the facility.
- C. An adjoining subdivision, street, school or natural feature.
- D. A commonly recognized historical event, group, organization or individual (living or deceased).
- E. An individual or organization that contributed significantly to the acquisition or development of the facility named. This can include either a deed or substantial monetary contribution, or contribution toward acquisition and/or development of the park or facility (typically not less than 50 percent of the value of the property or improvements).
- F. Outstanding accomplishments by an individual for the good of the community. Quality of the contribution should be considered along with length of service by the individual – this is to be fully substantiated by person making recommendation.
- G. An individual who provided an exceptional service in the interest of the park system as a whole. Typically, while serving in a public office, public officials should not be considered as a candidate for naming.

Naming Process – Existing Un-named Facilities

- * A. Working in cooperation with the Parks & Recreation Department, individuals, groups and organizations interested in proposing a name for an existing un-named park area or facility must do so in writing. This proposal shall be presented to the Director of Parks and Recreation for consideration by the Parks & Recreation Commission. *
- B. A written description of qualifications for the name being considered must be submitted at this time. This should include location of the facility, any outstanding features of the site, detailed biographical information on an individual being recommended for a name and a narrative explaining the justification for the naming of the facility.
- C. The Parks & Recreation Commission will offer input and discussion on a name request at their regular monthly meetings.
- D. The name request, if approved by the Commission for consideration, will then proceed to a 60 day period for public comment. A notice of naming a facility will be published in the City Newsletter, City Website, Parks & Recreation Activity Guide or Local Cable T.V. and the Hartford Times Press. Comments on the proposed name as well as other name recommendations will be accepted.
- E. The Parks & Recreation Commission will act on each new request made, and if approved for consideration, will recommend to the Common Council action on the request following the 60 days for public comment.
- * F. Only approvals of a proposed name for a facility by the Parks & Recreation Commission will be forwarded to the Common Council.

Naming Process – New Facilities

- A. A temporary name will be designated by Parks & Recreation staff for identification during acquisition and/or development of the park area or facility.
- B. Working cooperation with the Parks & Recreation Department, individuals, groups or organizations interested in proposing a name for a new, un-named park area or facility must do so in writing. This proposal shall be presented to the Director of Parks & Recreation for consideration by the Parks & Recreation Commission.
- C. A written description of qualifications for the name being considered must be submitted at this time. This should include location of the facility, any outstanding features of the site, detailed biographical information on an individual being recommended for a name and a narrative explaining the justification for the naming of the facility.
- D. The Parks & Recreation Commission will seek input on a name request at their regular monthly meetings and will allow 60 days following their meeting for public comment.
- E. A notice of naming a facility will be published in the City Newsletter or the Parks & Recreation Activity Guide (whichever is appropriate) and/or the Hartford Times Press to offer a chance for citizen comment.
- F. The Parks & Recreation Commission will act on each request made, and if approved, will recommend to the Common Council action on the request following the 60 days for public comment.
- G. Only approvals of a proposed name for a facility will be forwarded to the Common Council.

This policy will still allow naming of the park contests to be held through various means that have prior approval of the Parks & Recreation Commission.

Naming Process – Existing *Named* Facilities

The renaming of parks and facilities will be strongly discouraged. Critical examination will be conducted to insure that renaming the park will not diminish the original justification for the name or the prior contributors. Renaming will follow the same procedures as the naming process for un-named facilities. It will also require a signed petition of Hartford citizens, specific park users groups, and property owners surrounding the park area as deemed appropriate by the Parks and Recreation Commission.

- A. Only parks and facilities named for geographic location, outstanding feature or subdivision should be considered for re-naming. Parks that have been named by deed restriction shall not be considered for re-naming.
- B. Parks and facilities named after individuals shall never be changed unless it is found that because of the individual's character the continued use of their name would not be in the best interest of the community.

Signs, Plaques and Markers

The Director of Parks and Recreation, or designee, must approve any signs, plaques or markers. They must be designed to blend with and compliment the existing Parks & Recreation Department signs, plaques and markers.

To The City of Hartford Park and Recreation Board

This request is brought forward by the Hartford Sideliners Soccer Club (HSC)

Presented by current President:

Sean Hampe, presiding at 411 W. Rogers Hartford WI.

Objective:

The HSC is requesting that a field at Independence Park be named after Dave Ehley who is the founder of the HSC in 1980.

- a. This would be now field #8 which is the fenced in field in the NorthEast corner of Independence Park.
- b. Request to now name this field "Ehley Field #8".
- c. Signage that coincides with current park signage placed on the fence facing out in the South and East fence.

Qualifying Names:

E. Dave Ehley was the driving force for a club that has sustained itself since 1980, and in the Fall of 1987 4 fields at Independence Park were in use, and the shelter was built.

F. In adding to E. Dave Ehley continued his service which helped to grow what today is The Kettle Moraine Soccer League.

a. Maintained status on the HSC Board for 30 years, of which as President for 20, Head of Coaches for 5, and head of Referees for another 5 years.

b. Also Coached teams, many having two teams each year for the 30 years.

c. Dave Ehley not only took the time to Coach, but was also a referee for 20 years as well.

The Growth of a League, added information in helping with this decision.

*Fall 1981: Started with 5 teams, and games were on two fields behind High School at this time Brookfield was involved.

*Fall of 1982: West bend and Random Lake were involved as to get more games.

*Fall 1983: Slinger had teams and played Hartford, And now the first year of the High School boys Soccer program.

*Spring 1984: Lincoln Field was added, and Erin developed some teams and became a club.

*Fall 1984: Kettle Moraine Soccer Club was formed.

*Fall 1985: Woodland Field was added, and Slinger became a club.

*Spring of 1986: High School Girls intramural program started, first field at Independence Park was put in.

*Fall 1987: Boys Junior Varsity program began. U12 WSA team entered. First all girls team entered in Kickers league.

*Spring 1987: Girls High School team was formed.

*Fall 1987: 4 fields built at Independence Park, and shelter was built.

*Spring 1987: Topsoil brought in making up 4 more fields at Independence Park.

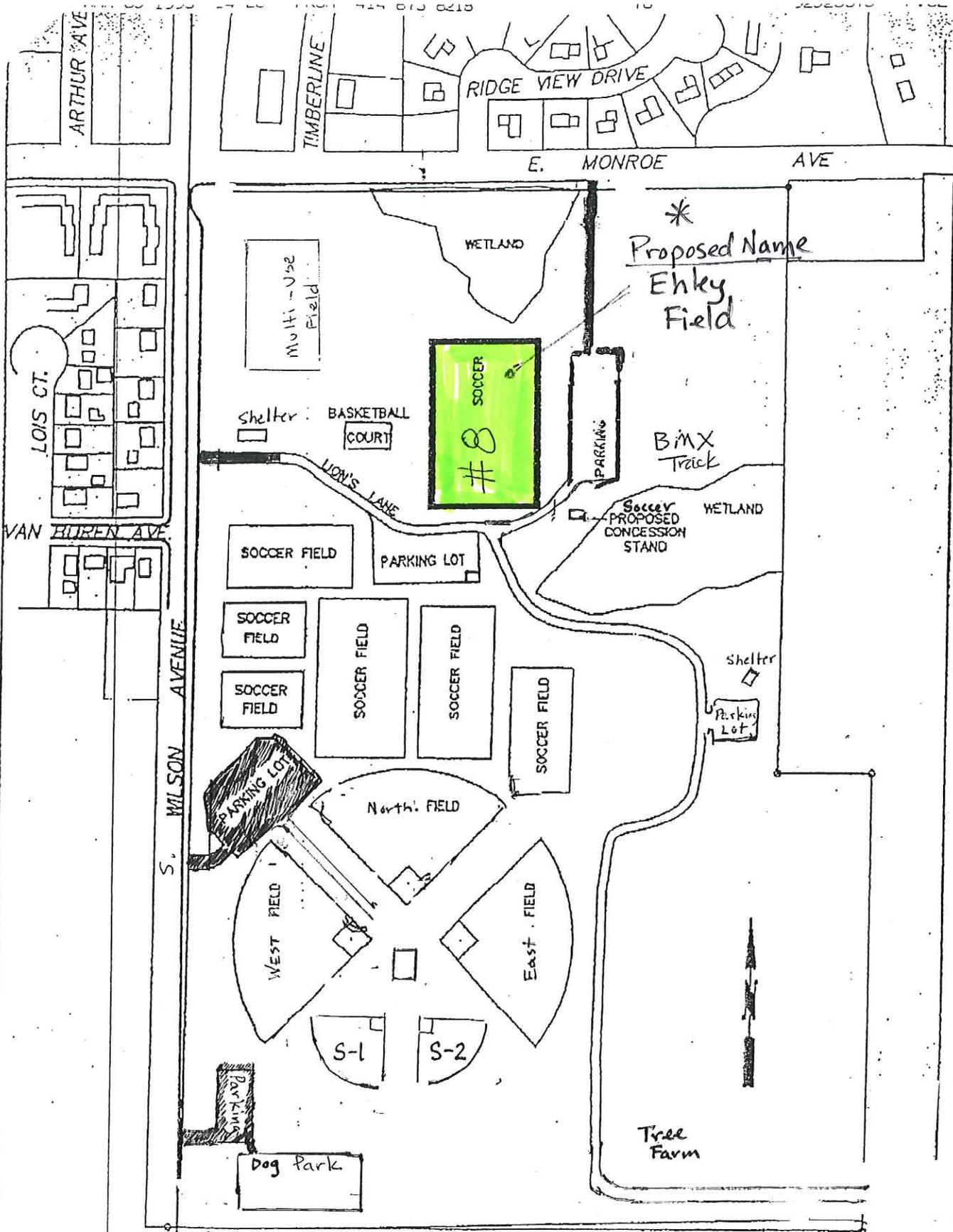
With all this said, thousands, and thousands of kids and families have enjoyed the game of soccer in Hartford and the surrounding communities and Dave Ehley was extremely instrumental in his continued effort, drive, tenacity, and willingness to continue each year in going above and beyond.

We ask that you take deep consideration in this request, and in this moment today we can honor someone that has not passed, is still living, in yes, just a small way as per what this gentleman has given to so many.

I will add that I Sean Hampe President Hartford Soccer Club will go above and beyond in any request by this board in helping you to make this decision, if there is any other information you may need I am the right guy in helping to achieve this.

I have been with this Club for 18 years serving on the board for 15 of those years, and I have been witness to much of what Dave Ehley has done, and this is long over due.

Your time and consideration is greatly appreciated.



INDEPENDENCE PARK

Executive Summary

Resolution No. 3441

Title: Extraterritorial Review of the Certified Survey Map for two Parcels at W509 State Trunk Highway 60, Town of Rubicon

Background: The property is located in the Town of Rubicon with frontage on STH 60. It is owned by John and Mary Rettler. The proposed Certified Survey Map would result in a redivision of two lots as well as a land split.

The existing parcels are 78.53 acres. The certified survey map, takes the two parcels (37.853 acres and 40.679 acres) and creates three lots. The CSM also omits a portion of the northern parcel that includes 3 homes. Due to the restriction on the number of lots created by CSM, these homes could not be split into individual lots at this time.

The creation of new lots on this property is within the allowances of the Town of Rubicon Land Division ordinance. The ordinance uses acreage, time restrictions, and length in years of ownership to determine the number of new lots allowed on a property.

Lot 1 is 3.068 acres and includes an existing house and garage. Lot 2 contains 50.008 acres and is currently farmed. The intent is to continue farming this lot. Lot 3 is a 21.644 acre flag lot that widens around ponds, a creek, and woods. This lot is intended to be kept by the Rettlers for a future home.

The existing lots are zoned A-2 General Agricultural District. The new lots meet the minimum square footage and width requirements for this district. No rezoning of either proposed lot has been requested.

The City of Hartford and the Town of Rubicon have a Comprehensive Zoning Ordinance (CZO) in place that gives the City zoning jurisdiction for the 12 sections east of County Trunk Highway "P" in the Town of Rubicon. According to the CZO:

Land Divisions within the extraterritorial jurisdiction of the City of Hartford are subject to the Town of Rubicon Land Division Code, the City of Hartford Subdivision Ordinance and the Dodge County Land Use Code.

The City of Hartford and the Town of Rubicon also entered into an Intermunicipal Agreement that further manages how growth and land divisions in these twelve sections shall occur:

The City agrees to restrict development within that portion of the *City Growth Area* located within Section 24 of the Town to residential and commercial zoning exclusively.

The proposed land division conforms to the Comprehensive Zoning Ordinance, the Intermunicipal Agreement, and the Town of Rubicon Land Division Code.

Recommendation: The Planning Staff recommends approval of the Certified Survey Map for two Parcels at W509 State Trunk Highway 60, Town of Rubicon.

Prepared By: Justin Drew 2/2/16
Justin Drew, Date
City Planner

Reviewed By: Jason M. Schall 2-3-16
Jason Schall Date
City Engineer

Approved By: Steve Volkert 2-3-16
Steve Volkert Date
City Administrator

ROUTING: PLAN COMMISSION 02/08/16
COMMON COUNCIL 02/09/16

RESOLUTION NO. 3441

A RESOLUTION APPROVING A CERTIFIED SURVEY MAP
FOR PROPERTIES LOCATED IN THE TOWN OF RUBICON
W509 STH 60
038-1017-2411-000 & 038-1017-2414-000

BE IT RESOLVED by the Common Council of the City of Hartford, Washington/Dodge Counties, Wisconsin, that the Certified Survey Map for the property described as Part of the NE $\frac{1}{4}$ of the NE $\frac{1}{4}$ and all of the SE $\frac{1}{4}$ and NE $\frac{1}{4}$ of Section 24, Township 10 North, Range 17 East, Town of Rubicon, Dodge County, Wisconsin, is hereby approved.

Signed:

Joseph C. Dautermann, Mayor

INTRODUCED:

ADOPTED:

ATTEST:

Lori Hetzel, City Clerk

Dodge County Certified Survey Map

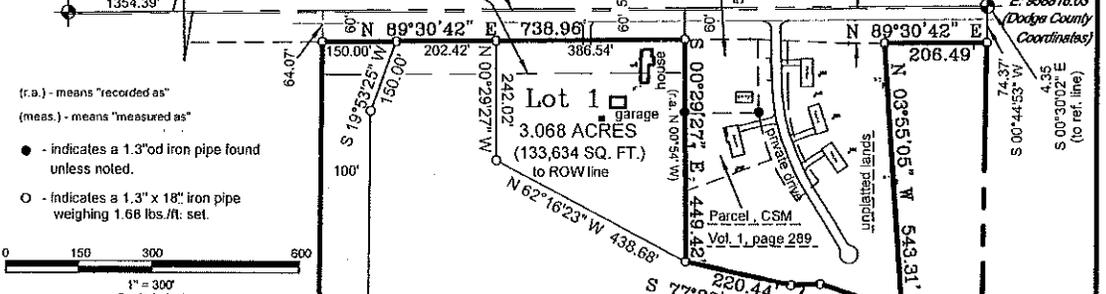
Part of the NE 1/4 of the NE 1/4 and all of the SE 1/4 of the NE 1/4 of Section 24,
Township 10 North, Range 17 East, Town of Rubicon, Dodge County, Wisconsin.

Site Address:
Lot 1, W 509, S.T.H. "60",
Rubicon, WI 53078

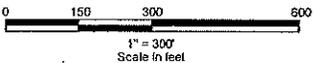
North Quarter corner
Sec. 24-10-17
Mag nail w/ Dodge County shiner found
N: 675396.10
E: 958107.38
(Dodge County Coordinates)

Doc. 1054925
unplatted lands

Northeast corner
Sec. 24-10-17
conc.mon./brass cap found
N: 675819.78
E: 958816.03
(Dodge County Coordinates)



- (r.a.) - means "recorded as"
- (meas.) - means "measured as"
- - indicates a 1.3"od iron pipe found unless noted.
- - indicates a 1.3" x 18" iron pipe weighing 1.66 lbs./ft. set.



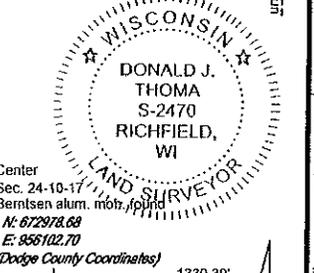
Owner/Subdivider
Mary T. Rettler %
Molly G. Enterprises LLC
W 483 S.T.H. "60"
Rubicon, WI 53078

Surveyor
Donald J. Thoma
Accurate Surveying &
Engineering, LLP
2911 Wildlife Lane
Richfield, WI 53076

Bearings are referenced to the Dodge County Coordinate System. The North line of the NE 1/4 of Sec. 24-10-17, which has a grid bearing of S 89°29'58" W.

Note: The Sec. line and Center/Reference line for S.T.H. "60" are not the same line. See RW Plat Project No. T067-1(5) dated 05-14-1962.

Lot 1:
The owner and subsequent owners of this non farm residential lot hereby agree to comply with Subsection 9.2, Right to Farm provisions of the Dodge County Land Use code and that they will not cause unnecessary interference with adjoining farming operations producing agricultural products and using generally accepted agricultural practices, including access to active farming operations.



Center
Sec. 24-10-17
Bemtsen alum. mon. found
N: 672978.68
E: 956102.70
(Dodge County Coordinates)

1339.39' 596.86' 742.54'

N 89°54'21" W 2678.79'
south line of the NE 1/4

N 89°54'21" W 1339.40'

unplatted lands

A2 building setbacks
(subject to change)

Front County roads - 67' row or 100' CL
Front Town roads - 42' row or 75' CL
Side - 8' and (3' accessory)
Rear - 25' and (3' accessory)

East Quarter corner
Sec. 24-10-17
conc.mon./brass cap found
N: 672974.28
E: 958781.49
(Dodge County Coordinates)

Donald J. Thoma, S-2470
Dated this 15 day of December, 2015.

This instrument was drafted by Donald J. Thoma, S-2470

Sheet 1 of 3

unplatted lands

unplatted lands

unplatted lands

Bodge County Certified Survey Map

Part of the NE 1/4 of the NE 1/4 and all of the SE 1/4 of the NE 1/4 of Section 24,
Township 10 North, Range 17 East, Town of Rubicon, Dodge County, Wisconsin.

Surveyor's Certificate:

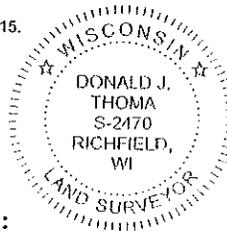
I, Donald J. Thoma, Professional Land Surveyor, hereby certify that by the direction of Mary T. Rettler, I have surveyed, divided and mapped the land shown and described hereon, being part of the NE 1/4 of the NE 1/4 and all of the SE 1/4 of the NE 1/4 of Section 24, Township 10 North, Range 17 East, Town of Rubicon, Dodge County, Wisconsin, which is bounded and described as follows:

Commencing at the Northeast corner of said Section 24; thence S 00°44'53" W, along the east line of said NE 1/4, 74.37 feet, to a point in the south right-of-way line of S.T.H. "60" and the point of beginning of lands herein described; thence continuing S 00°44'53" W, along said east line of the NE 1/4, 2571.34 feet, to a concrete monument with a brass cap marking the Center of said Section 24; thence N 89°54'21" W, along the south line of said NE 1/4, 1339.40 feet, to the southwest corner of said SE 1/4 of the NE 1/4; thence N 00°25'36" E, along the west line of said SE 1/4 and NE 1/4 of the NE 1/4, 2567.45 feet, to a point on said south right-of-way line of S.T.H. "60"; thence N 89°30'42" E, along said south right-of-way line, 738.96 feet, to a point in the west line of lands described in the Dodge County Registry in Document No. 1054925; thence S 00°29'27" E, along said west line and the west line of a parcel on Certified Survey Map recorded in the Dodge County Registry in Volume 1 of Certified Survey Maps on page 289 as Document No. 541020 and its southerly extension, 449.42 feet; thence S 77°33'40" E, 220.44 feet; thence N 87°55'49" E, 60.00 feet; thence S 72°04'36" E, 174.95 feet; thence N 03°55'05" W, 543.31 feet, to a point in said south right-of-way line; thence N 89°30'42" E, along said south right-of-way line, 206.49 feet to the point of beginning.
Containing 74.720 acres (3,254,823 square feet) more or less.

I further certify that I have fully complied with the provisions of sec. 236.34 of Wisconsin Statutes and the Town of Rubicon Land Division Ordinance in surveying, dividing and mapping said land, and that this map is a correct representation of the exterior boundaries of the land surveyed and the division of said lands.

Dated this 15th day of December, 2015.

Donald J. Thoma
Donald J. Thoma, S-2470



Corporate Owner's Certificate:

Molly G. Enterprises LLC, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said corporation caused the land on this Certified Survey Map to be surveyed, divided and mapped as represented on this map.

Molly G. Enterprises LLC, does further certify that this Certified Survey Map is required by sec. 236.34 of Wisconsin Statutes to be submitted to the following for approval.

Town of Rubicon Plan Commission Town of Rubicon Town Board
City of Hartford Plan Commission

IN WITNESS WHEREOF, Molly G. Enterprises LLC, has caused these presents

to be signed by Mary T. Rettler, its Officer,

at _____, Wisconsin,

and its corporate seal to be hereunto affixed this _____ day of _____, 201__.

In the presence of:

Molly G. Enterprises LLC
Corporate Name

Officer

Mary T. Rettler
(Print)

STATE OF WISCONSIN)

COUNTY)s.s
Personally came before me this _____ day of _____, 2015, Mary T. Rettler

Officer of the above named corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such Officer of said corporation, and acknowledges that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

(Notary Seal) _____, Notary Public, _____, Wisconsin.

My commission expires _____

Dodge County Certified Survey Map

Part of the NE 1/4 of the NE 1/4 and all of the SE 1/4 of the NE 1/4 of Section 24,
Township 10 North, Range 17 East, Town of Rubicon, Dodge County, Wisconsin.

Town of Rubicon Town Board Approval:

This land division is hereby approved and accepted by the

Town of Rubicon Town Board this ____ day of _____, 201__.

Thomas Schaefer - Chairperson

City of Hartford Plan Commission Approval:

This land division is hereby approved by the City of Hartford Plan Commission
as being in conformance with the City of Hartford Subdivision Ordinance.

Dated this ____ day of _____, 201__.

Joseph C. Dautermann - Chairman

Justin Drew - Secretary

City of Hartford Common Council:

Resolved, that this Certified Survey in the City of Hartford is
hereby approved by the City of Hartford Common Council.

Dated this ____ day of _____, 201__.

Joseph C. Dautermann - Mayor

Lori Hetzel - Clerk

Donald J. Thoma, S-2470

Dated this ____ day of _____, 2015.

CITY OF HARTFORD
 APPLICATION FOR DEVELOPMENT REVIEW
 (PLEASE PRINT OR TYPE)

Project Name: John + Mary Rettler Property

Project Location (Address or Legal Description): W509 Hwy 60 + W477 Hwy 60

Tax Key Number: 038-1017-2411-600 & 038-1017-2414-006

Applicant Name: John + Mary Rettler

Address: W477 Hwy 60

City: Rubicon State: WI Zip: 53078

Daytime Phone: 262 617-0022 Fax: 807654 9728 Other: 262-345-5026

Office Use Only			
Account Number		#lots	Subtotal
100.604.444100.44410 (#76)			
*Master Plan Amendment	\$515.00	n/a	_____

100.604.440000.48890			
*Special Plan Commission Meeting	\$400.00	n/a	_____

100.601.461400.46142 (#77)			
*Conceptual Certified Survey Map	\$150.00	n/a	_____
*Certified Survey Map	\$250.00	n/a	_____
*Final Plat	\$500.00 + \$12.00/lot	_____	_____
*Final Plat Re-App	\$350.00	n/a	_____
*Preliminary Plat	\$500.00 + \$15.00/lot	_____	_____
*Preliminary Plat Re-App	\$350.00	n/a	_____

100.604.440000.44420 (#78)			
*Annexations	\$500 + \$100.00/acre (\$1500.00 max)	_____	_____
*Conceptual Plat, under 10 acres	\$300.00	_____	_____
*Conceptual Plat, 10 acres and over	\$450.00	_____	_____
*Planned Unit Development	\$400.00	_____	_____
*Condominium Plat	\$200.00	_____	_____

EXTRATERRITORIAL:			
100.604.440000.44420 (#78)			
Certified Survey Map	\$150	n/a	<u>150-</u>
Preliminary Plat	\$400 + 12.00/lot	_____	_____
Final Plat	\$400 + \$10.00/lot	_____	_____
Date Received:		Total Paid:	

Executive Summary

Resolution No. 3442

Title: Review of the Certified Survey Map for Quad Graphics property located north of STH 60, west of Constitution Avenue, and south of Constitution Avenue in Washington County

Background: In January, the City approved a CSM for Quad Graphics that allowed them to split off superfluous land and make it available for other users. The next phase of Quad's plan is to separate the main production plant and the CR/T plant into separate lots. The buildings have separate addresses and separate utility connections, and are separated by the Rubicon River. This land split could not be accomplished with the previous CSM, due to restrictions on the number of lots created by a single CSM, as well as the fact that the land owned by Quad Graphics is in both Dodge and Washington Counties.

Lot 1 would be the lot where the main plant is located and would be approximately 49.5 acres. Lot 2 would be where the CR/T plant is located and would be approximately 6.6 acres. Both of the lots would retain M-4 Industrial Park Zoning and would meet the area (40,000 square feet) and width (120 feet) requirements of the M-4 District.

Recommendation: The Planning Staff recommends approval of the Certified Survey Map for Quad Graphics property located north of STH 60, west of Constitution Avenue, and south of Constitution Avenue in Washington County

Prepared By: J. Drew 2/3/16
Justin Drew, Date
City Planner

Reviewed By: Lori Hetzel 2/3/16
Lori Hetzel, Date
City Clerk

Reviewed By: Jason W. Schall 2-3-16
Jason Schall, Date
City Engineer

Approved By: Steve Volkert 2-3-16
Steve Volkert, Date
City Administrator

ROUTING: PLAN COMMISSION 02/08/16
COMMON COUNCIL 02/09/16

RESOLUTION NO. 3442

A RESOLUTION APPROVING A CERTIFIED SURVEY MAP
FOR A PROPERTY LOCATED IN THE CITY OF HARTFORD
STH 60/Constitution Avenue/Washington County

BE IT RESOLVED by the Common Council of the City of Hartford, Washington/Dodge Counties, Wisconsin, that the Certified Survey Map for the property described as a division of Lot 1 of Certified Survey Map No. 3371 in the Southwest $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ and the Northwest $\frac{1}{4}$ and Southwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 18 Township 10 North, Range 18 East, in the City of Hartford, Washington County, Wisconsin, is hereby approved.

Signed:

Joseph C. Dautermann, Mayor

INTRODUCED:

ADOPTED:

ATTEST:

Lori Hetzel, City Clerk

CITY OF HARTFORD
APPLICATION FOR DEVELOPMENT REVIEW
(PLEASE PRINT OR TYPE)

Project Name: QUAD GRAPHICS - CSM (WASHINGTON COUNTY)

Project Location (Address or Legal Description): 1900 West Sumner Street

Tax Key Number: 36-1803-001-002

Applicant Name: Dan Graves

Address: N61 W23044 Harry's Way

City: SUSSEX State: WI Zip: 53089

Daytime Phone: 414-566-2096 Fax: _____ Other: Dan.Graves@qg.com

Office Use Only			
Account Number		#lots	Subtotal
<i>Account Number 100.604.444100.44410 (#76)</i>			
*Master Plan Amendment	\$515.00	n/a	_____

<i>Account Number 100.604.440000.48890</i>			
*Special Plan Commission Meeting	\$400.00	n/a	_____

<i>Account Number 100.601.461400.46142 (#77)</i>			
*Conceptual Certified Survey Map	\$150.00	n/a	_____
*Certified Survey Map	\$250.00	n/a	<u>\$ 250</u>
*Final Plat	\$500.00 +	_____	_____
	\$12.00/lot	_____	_____
*Final Plat Re-App	\$350.00	n/a	_____
*Preliminary Plat	\$500.00 +	_____	_____
	\$15.00/lot	_____	_____
*Preliminary Plat Re-App	\$350.00	n/a	_____

<i>Account Number 100.604.440000.44420 (#78)</i>			
*Annexations	\$500 + \$100.00/acre	_____	_____
	(\$1500.00 max)	_____	_____
*Conceptual Plat, under 10 acres	\$300.00	_____	_____
*Conceptual Plat, 10 acres and over	\$450.00	_____	_____
*Planned Unit Development	\$400.00	_____	_____
*Condominium Plat	\$200.00	_____	_____

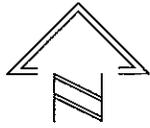
<u>EXTRATERRITORIAL:</u>			
<i>Account Number 100.604.440000.44420 (#78)</i>			
Certified Survey Map	\$150	n/a	_____
Preliminary Plat	\$400 +	_____	_____
	12.00/lot	_____	_____
Final Plat	\$400 +	_____	_____
	\$10.00/lot	_____	_____
Date Received:	Total Paid:		

CERTIFIED SURVEY MAP NO. _____

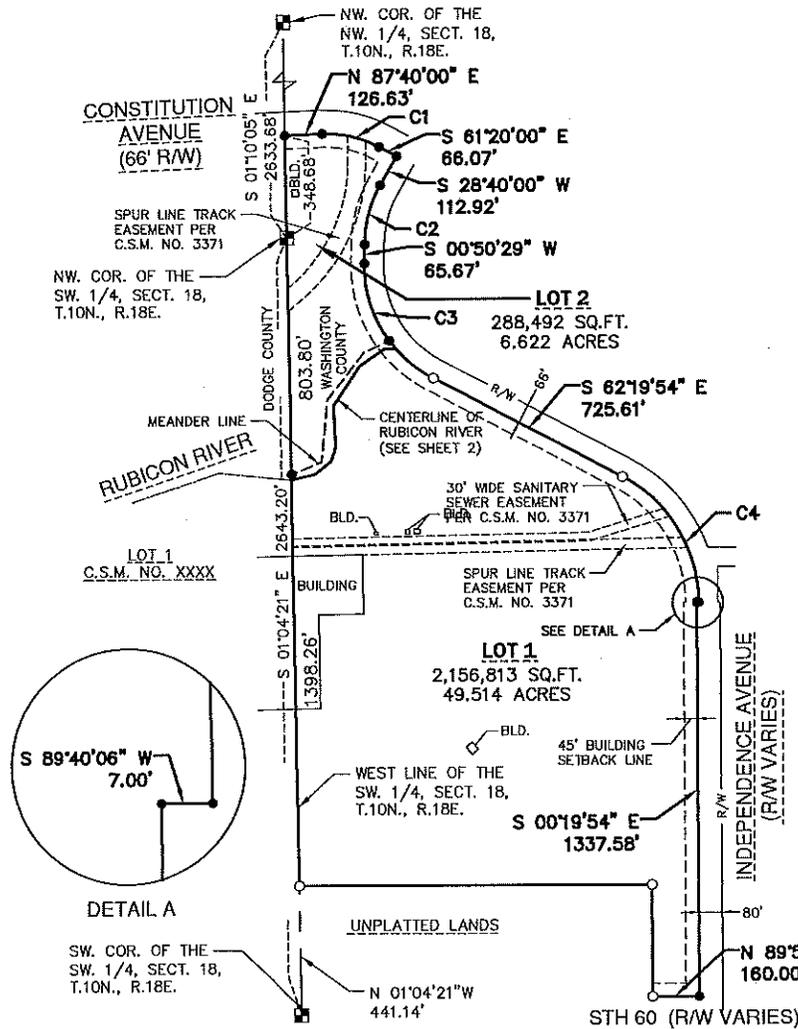
Being a division of Lot 1 of Certified Survey Map No. 3371 in the Southwest 1/4 of the Northwest 1/4 and the Northwest 1/4 and Southwest 1/4 of the Southwest 1/4 of Section 18, Township 10 North, Range 17 East, in the City of Hartford, Washington County, Wisconsin.

GRAEF

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125 South 84th Street, Suite 401
Milwaukee, WI 53214-1469
414 / 259 1500
414 / 259 0037 fax
www.graef-usa.com



SCALE: 1" = 500'



C1
DEL. = 30°59'58"
TAN. = 101.78'
RAD. = 367.00'
LEN. = 198.56'
CHD. = 196.15'
C.B. = S 76°49'58" E

C2
DEL. = 27°49'30"
TAN. = 107.26'
RAD. = 433.00'
LEN. = 210.28'
CHD. = 208.22'
C.B. = S 14°45'14" W

C3
DEL. = 63°10'24"
TAN. = 266.24'
RAD. = 433.00'
LEN. = 477.42'
CHD. = 453.60'
C.B. = S 30°44'43" E

C4
DEL. = 62°00'02"
TAN. = 293.40'
RAD. = 488.29'
LEN. = 528.39'
CHD. = 502.98'
C.B. = S 31°19'54" E



REFERENCE BEARING

All bearings are referenced to the west line of the SW 1/4 of Sect. 18, T.10N., R.18E. which bears S.01°04'21"E. and is referenced to Grid North of the Wisconsin State Plane Coordinate System, South Zone.

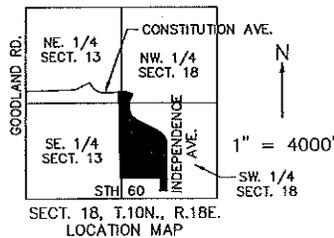
NOTE: See Sheet 2 for Interior Lot Line.

OWNER

Quad Graphics, Inc.
1900 W. Sumner Street
Hartford, Wisconsin 53027

LEGEND

- FOUND 1" IRON PIPE
- SET 5/8" REBAR, MINIMUM WEIGHT 1.13 LBS/FT.
- FOUND CONC. MON. W/BRASS CAP

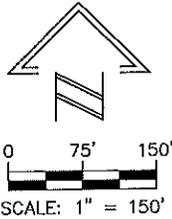


CERTIFIED SURVEY MAP NO. _____

Being a division of Lot 1 of Certified Survey Map No. 3371 in the Southwest 1/4 of the Northwest 1/4 and the Southwest 1/4 and the Northwest 1/4 of the Southwest 1/4 of Section 13, Township 10 North, Range 17 East, in the City of Hartford, Washington County, Wisconsin.

GRAEF

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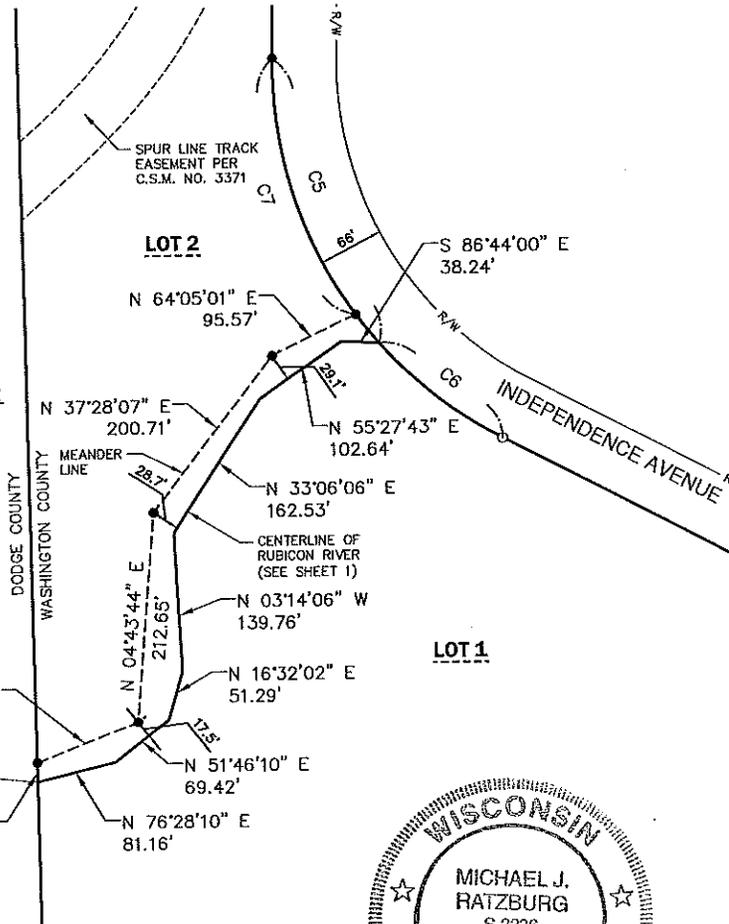


C5
DEL = 41°58'18"
TAN = 166.09'
RAD = 433.00'
LEN = 317.19'
CHD = 310.15'
C.B. = S 20°08'40" E

C6
DEL = 21°12'06"
TAN = 81.04'
RAD = 433.00'
LEN = 160.23'
CHD = 159.31'
C.B. = S 51°43'52" E

C7
DEL = 36°54'20"
TAN = 144.48'
RAD = 433.00'
LEN = 278.90'
CHD = 274.11'
C.B. = S 17°36'41" E

LOT 1
C.S.M. NO. XXXX



CERTIFIED SURVEY MAP NO. _____

Being a division of Lot 1 of Certified Survey Map No. 3371 in the Southwest 1/4 of the Northwest 1/4 and the Northwest 1/4 and Southwest 1/4 of the Southwest 1/4 of Section 18, in Township 10 North, Range 18 East, in the City of Hartford, Washington County, Wisconsin.

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN)
MILWAUKEE COUNTY) SS

I, Michael J. Ratzburg, a professional land surveyor, do hereby certify:

That I have surveyed, divided, dedicated and mapped a division of Lot 1 of Certified Survey Map No. 3371 in the Southwest 1/4 of the Northwest 1/4 and the Northwest 1/4 and Southwest 1/4 of the Southwest 1/4 of Section 18, in Township 10 North, Range 18 East, in the City of Hartford, Washington County, Wisconsin, bounded and described as follows:

Commencing at the southwest corner said Southwest 1/4; thence North 01°04'21" West, on and along the west line of said Southwest 1/4, 441.14 feet to the point of beginning; thence continuing North 01°04'21" West, on and along said west line, 2202.06 feet to the northwest corner of said Southwest 1/4; thence North 01°10'05" West, on and along the west line of said Northwest 1/4, 348.08 feet to the south right of way line of Constitutional Avenue; thence North 87°40'00" East, on and along said south right of way line, 126.63 feet to the beginning of a curve to the right, having a radius of 367.00 feet and a long chord of South 76°49'58" East, 196.15 feet; thence Southwesterly, on and along the arc of said curve and said south right of way line, 198.56 feet; thence South 61°20'00" East, on and along said south right of way line, 66.07 feet to the west right of way line of Independence Avenue; thence South 28°40'00" West, on and along said west right of way line, 112.92 feet to the beginning of a curve to the left, having a radius of 433.00 feet and a long chord of South 14°45'14" West, 208.22 feet; thence Southwesterly, on and along the arc of said curve and said west right of way line, 210.28 feet; thence South 00°50'29" West, on and along said west right of way line, 65.67 feet to the beginning of a curve to the left, having a radius of 433.00 feet and a long chord of South 30°44'43" East, 453.60 feet; thence Southeasterly, on and along the arc of said curve and said west right of way line, 477.42 feet; thence South 62°19'54" East, on and along said west right of way line, 725.61 feet to the beginning of a curve to the right, having a radius of 488.29 feet and a long chord of South 31°19'54" East, 502.98 feet; thence Southeasterly, on and along the arc of said curve and said west right of way line, 528.39 feet; thence South 89°40'06" West, on and along said west right of way line, 7.00 feet; thence South 00°19'54" East, on and along said west right of way line, 1337.58 feet to the north right of way line of STH 60; thence North 89°58'51" West, on and along said north right of way line, 160.00 feet; thence North 00°19'54" West, 381.20 feet; thence North 89°58'51" West, 1193.62 feet to the point of beginning.

Containing 2,445,305 square feet (56.136 acres), more or less.

That I have made such survey, land division, and map by the direction of the owners of said land. That such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made. That I have fully complied with the provisions of Chapter 236 of the Wisconsin State Statutes and the subdivision regulations of the City of Hartford, in surveying, dividing, dedicating and mapping the same.



Michael J. Ratzburg
Michael J. Ratzburg, S-2236
Professional Wisconsin Land Surveyor

Date: 01/18/16

CERTIFIED SURVEY MAP NO. _____

Being a division of Lot 1 of Certified Survey Map No. 3371 in the Southwest 1/4 of the Northwest 1/4 and the Northwest 1/4 and Southwest 1/4 of the Southwest 1/4 of Section 18, in Township 10 North, Range 18 East, in the City of Hartford, Washington County, Wisconsin.

CORPORATE OWNER'S CERTIFICATE

Quad/Graphics, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said corporation caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat.

Quad/Graphics does further certify that this plat is required by s.236.10 or 236.12 to be submitted to the following for approval or objection: City of Hartford.

IN WITNESS WHEREOF, the said Quad Graphics has caused these presents to be signed by _____, its Executive Vice President of Administration and General Counsel, and countersigned by _____, Director, Corporate Legal and Real Estate, at _____ Wisconsin, and its corporate seal to be hereunto affixed on this day _____, day of _____, 20____.

In the presence of:

Corporate Name

Jennifer Kent, Executive Vice President of Administration and General Counsel

Countersigned: _____
Nathan Ganfield, Director, Corporate Legal and Real Estate

STATE OF WISCONSIN)
) SS
_____ COUNTY)

Personally came before me this _____ day of _____, 2015, the above names, a corporation, and acknowledged that they executed the foregoing instrument as officials of said corporation.

NOTARY PUBLIC, STATE OF WISCONSIN

My Commission Expires _____

VILLAGE BOARD APPROVAL

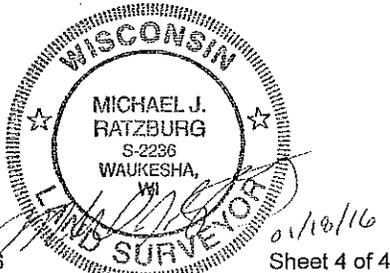
The land division is hereby approved by the Village Board of the City of Hartford on this _____ day of _____, 20____.

Village President

PLANNING COMMISSION APPROVAL

The land division is hereby approved by the Planning Commission of the City of Hartford on this _____ day of _____, 20____.

Village President



Executive Summary

Resolution No. 3443

Title: Review of the Certified Survey Map for Quad Graphics property located north of STH 60 and south of Constitution Avenue in Dodge County

Background: In January, the City approved a CSM for Quad Graphics that allowed them to split off superfluous land and make it available for other use. The next phase of Quad's plan is to separate the main production plant and the CR/T plant into separate lots. The buildings have separate addresses and separate utility connections, and are separated by the Rubicon River. This land split could not be accomplished with the previous CSM, due to restrictions on the number of lots created by a single CSM, as well as the fact that the land owned by Quad Graphics is in both Dodge and Washington Counties.

Lot 1 would be the lot where the main plant is located and would be approximately 90.4 acres. Lot 2 would be where the CR/T plant is located and would be approximately 26.6 acres. Both of the lots would retain M-4 Industrial Park Zoning and would meet the area (40,000 square feet) and width (120 feet) requirements of the M-4 District.

Recommendation: The Planning Staff recommends approval of the Certified Survey Map for Quad Graphics property located north of STH 60 and south of Constitution Avenue in Dodge County

Prepared By: Justin Drew 2/3/16
Justin Drew, Date
City Planner

Reviewed By: Lori Hetzel 2/3/16
Lori Hetzel, Date
City Clerk

Reviewed By: Jason Schall 2-3-16
Jason Schall, Date
City Engineer

Approved By: Steve Volkert 2-3-16
Steve Volkert, Date
City Administrator

ROUTING: PLAN COMMISSION 02/08/16
COMMON COUNCIL 02/09/16

RESOLUTION NO. 3443

A RESOLUTION APPROVING A CERTIFIED SURVEY MAP
FOR A PROPERTY LOCATED IN THE CITY OF HARTFORD
STH 60/Constitution Avenue/Dodge County

BE IT RESOLVED by the Common Council of the City of Hartford, Washington/Dodge Counties, Wisconsin, that the Certified Survey Map for the property described as a division of Lot 1 of Certified Survey Map No. _____ in the Northwest $\frac{1}{4}$, Southwest $\frac{1}{4}$, Northeast $\frac{1}{4}$ and Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ and the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 13, Township 10 North, Range 17 East, in the City of Hartford, Dodge County, Wisconsin, is hereby approved.

Signed:

Joseph C. Dautermann, Mayor

INTRODUCED:

ADOPTED:

ATTEST:

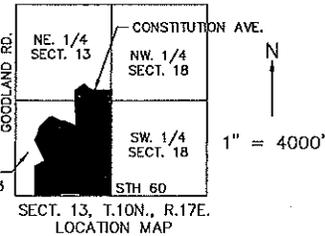
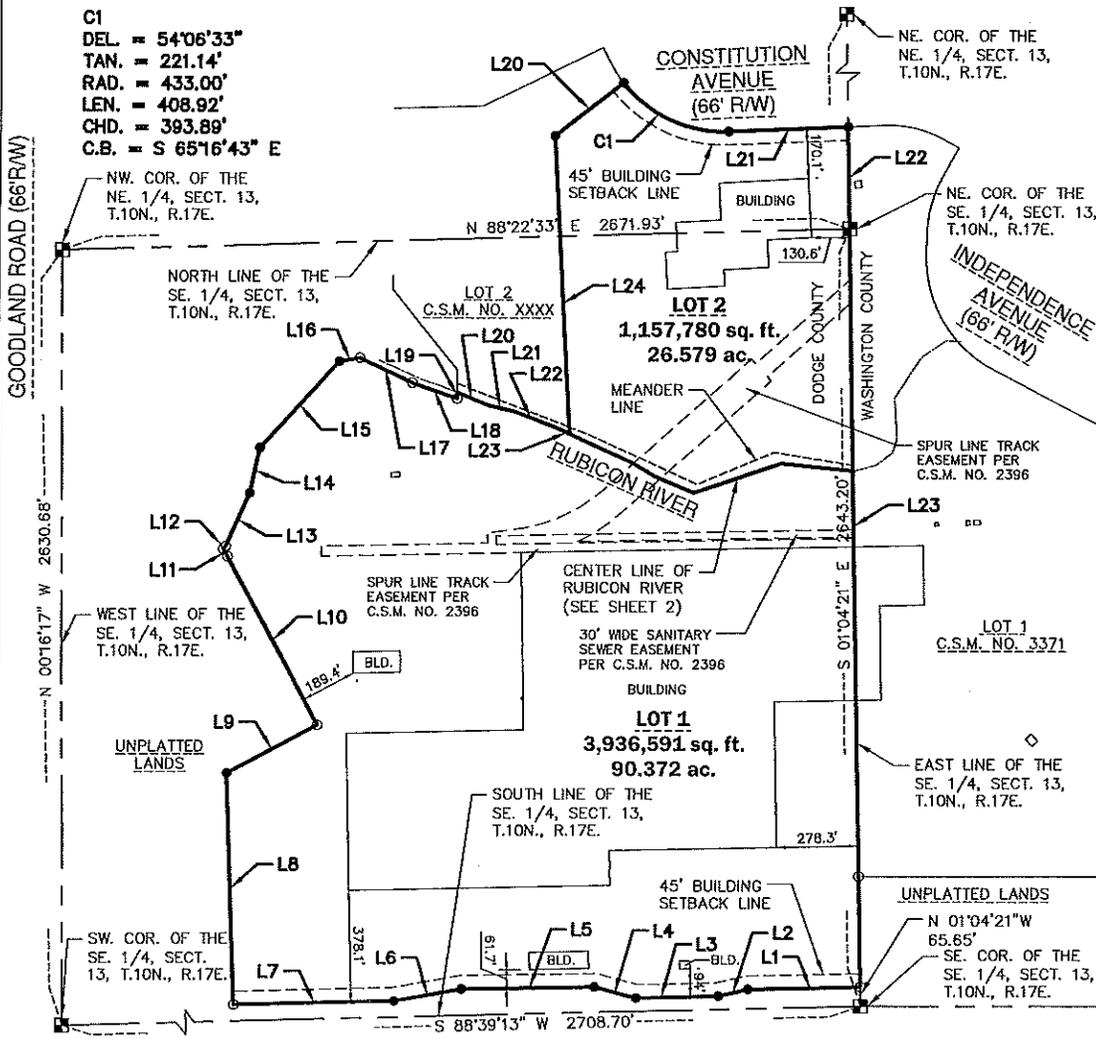
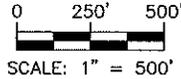
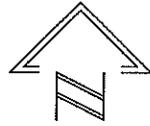
Lori Hetzel, City Clerk

CERTIFIED SURVEY MAP NO. _____

Being a division of Lot 1 of Certified Survey Map No. XXXX in the Northwest 1/4, Southwest 1/4, Northeast 1/4 and Southeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Township 10 North, Range 17 East, in the City of Hartford, Dodge County, Wisconsin.

GRAEF

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125 South 84th Street, Suite 401
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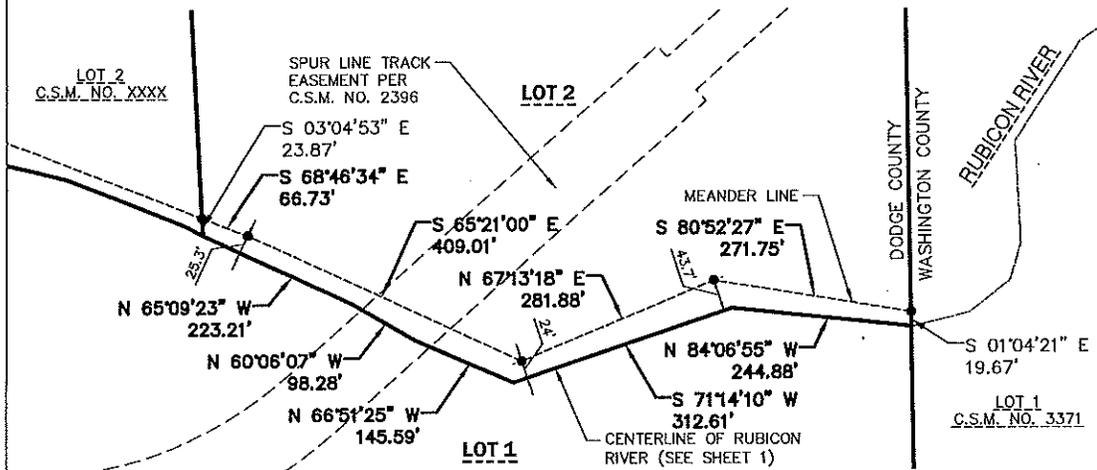
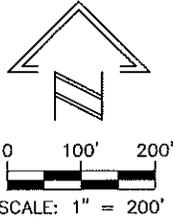


CERTIFIED SURVEY MAP NO. _____

Being a division of Lot 1 of Certified Survey Map No. xxxx in the Northwest 1/4, Southwest 1/4, Northeast 1/4 and Southeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 13, Township 10 North, Range 17 East, in the City of Hartford, Dodge County, Wisconsin.

GRAEF

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LINE TABLE FOR SHEET 1

L1 South 88°39'57" West, 383.13 feet	L24 North 03°05'34" East, 1015.66 feet
L2 South 77°21'21" West, 101.98 feet	L25 North 51°46'32" East, 292.14 feet
L3 South 88°39'56" West, 280.00 feet	L26 North 87°40'00" East, 406.55 feet
L4 North 75°23'20" West, 145.60 feet	L27 South 01°10'05" East, 348.08 feet
L5 South 89°10'54" West, 450.50 feet	L28 South 01°04'21" East, 2577.55 feet
L6 South 80°13'31" West, 232.03 feet	
L7 South 88°39'56" West, 542.97 feet	
L8 North 01°52'31" West, 787.55 feet	
L9 North 62°02'00" East, 342.84 feet	
L10 North 27°54'30" West, 647.42 feet	
L11 North 27°59'08" West, 30.18 feet	
L12 North 44°49'41" East, 11.63 feet	
L13 North 23°19'41" East, 198.00 feet	
L14 North 12°04'41" East, 158.40 feet	
L15 North 42°19'41" East, 396.00 feet	
L16 North 79°49'41" East, 71.28 feet	
L17 South 64°40'19" East, 198.00 feet	
L18 South 70°40'19" East, 161.70 feet	
L19 South 61°04'05" East, 24.21 feet	
L20 South 67°56'53" East, 117.02 feet	
L21 South 76°22'34" East, 91.10 feet	
L22 South 68°34'51" East, 177.60 feet	
L23 South 61°04'05" East, 24.21 feet	

CERTIFIED SURVEY MAP NO. _____

Being a division of Lot 1 of Certified Survey Map No. XXXX in the Northwest 1/4, Southwest 1/4, Northeast 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 13 and the Southeast 1/4 of the Northeast 1/4 of Section 13, in Township 10 North, Range 17 East, in the City of Hartford, Dodge County, Wisconsin.

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN)
) SS
MILWAUKEE COUNTY)

I, Michael J. Ratzburg, a professional land surveyor, do hereby certify:

That I have surveyed, divided, dedicated and mapped a division of Lot 1 of Certified Survey Map No. xxxx in the Northwest 1/4, Southwest 1/4, Northeast 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 13 and the Southeast 1/4 of the Northeast 1/4 of Section 13, in Township 10 North, Range 17 East, in the City of Hartford, Dodge County, Wisconsin, bounded and described as follows:

Commencing at the southeast corner said Southeast 1/4; thence North 01°04'21" West, 65.65 feet to the north right of way line of STH 60 and the point of beginning; thence South 88°39'57" West, on and along said north right of way line, 383.13 feet; thence South 77°21'21" West, on and along said north right of way line, 101.98 feet; thence South 88°39'56" West, on and along said north right of way line, 280.00 feet; thence North 75°23'20" West, on and along said north right of way line, 145.60 feet; thence South 89°10'54" West, on and along said north right of way line, 450.50 feet; thence South 80°13'31" West, on and along said north right of way line, 232.03 feet; thence South 88°39'56" West, on and along said north right of way line, 542.97 feet; thence North 01°52'31" West, 787.55 feet; thence North 62°02'00" East, 342.84 feet; thence North 27°54'30" West, 647.42 feet; thence North 27°59'08" West, 30.18 feet; thence North 44°49'41" East, 11.63 feet; thence North 23°19'41" East, 198.00 feet; thence North 12°04'41" East, 158.40 feet; thence North 42°19'41" East, 396.00 feet; thence North 79°49'41" East, 71.28 feet; thence South 64°40'19" East, 198.00 feet; thence South 70°40'19" East, 161.70 feet; thence North 00°40'19" West, 21.05 feet; thence South 67°56'53" East, 117.02 feet; thence South 76°22'34" East, 91.10 feet; thence South 68°34'51" East, 177.60 feet; thence South 61°04'05" East, 24.21 feet; thence North 03°05'34" West, 1015.66 feet; thence North 51°46'32" East, 292.14 feet to the south right of way line of Constitutional Avenue and to the beginning of a curve to the left, having a radius of 433.00 feet and a long chord of South 65°16'43" East, 393.89 feet; thence Southeasterly, on and along the arc of said curve and said south right of way line, 408.92 feet; thence North 87°40'00" East, on and along said south right of way line, 406.56 feet to the east line of said Northeast 1/4; thence South 01°10'05" East, on and along said east line, 348.08 feet to the northeast corner of said Southeast 1/4; thence South 01°04'21" East, on and along the east line of said Southeast 1/4, 2577.55 feet to the point of beginning.

Containing 5,094,371 square feet (116.951 acres), more or less.

That I have made such survey, land division, and map by the direction of the owners of said land. That such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made. That I have fully complied with the provisions of Chapter 236 of the Wisconsin State Statutes and the subdivision regulations of the City of Hartford, in surveying, dividing, dedicating and mapping the same.

Michael J. Ratzburg, S-2236
Professional Wisconsin Land Surveyor

Date: _____

CITY OF HARTFORD
APPLICATION FOR DEVELOPMENT REVIEW
(PLEASE PRINT OR TYPE)

Project Name: QUAD GRAPHICS - CSM (DODGE COUNTY)
 Project Location (Address or Legal Description): 1951 Constitution Avenue
1900 West Sumner Street
 Tax Key Number: 230-1017-1313-000 230-1017-1342-002
230-1017-1341-000 230-1017-1344-000
 Applicant Name: Dan Graves
 Address: N61 W23044 Harry's Way
 City: SUSSEX State: WI Zip: 53089
 Daytime Phone: 414-566-2096 Fax: _____ Other: Dan.Graves@qg.com

Office Use Only			
Account Number	Description	#lots	Subtotal
100.604.444100.44410 (#76)	*Master Plan Amendment	\$515.00 n/a	_____

100.604.440000.48890	*Special Plan Commission Meeting	\$400.00 n/a	_____

100.601.461400.46142 (#77)	*Conceptual Certified Survey Map	\$150.00 n/a	_____
	*Certified Survey Map	\$250.00 n/a	<u>\$ 250</u>
	*Final Plat	\$500.00 + \$12.00/lot	_____
	*Final Plat Re-App	\$350.00 n/a	_____
	*Preliminary Plat	\$500.00 + \$15.00/lot	_____
	*Preliminary Plat Re-App	\$350.00 n/a	_____

100.604.440000.44420 (#78)	*Annexations	\$500 + \$100.00/acre (\$1500.00 max)	_____
	*Conceptual Plat, under 10 acres	\$300.00	_____
	*Conceptual Plat, 10 acres and over	\$450.00	_____
	*Planned Unit Development	\$400.00	_____
	*Condominium Plat	\$200.00	_____

EXTRATERRITORIAL:			
100.604.440000.44420 (#78)	Certified Survey Map	\$150 n/a	_____
	Preliminary Plat	\$400 + 12.00/lot	_____
	Final Plat	\$400 + \$10.00/lot	_____
Date Received:		Total Paid:	



TO: Mayor Joseph Dautermann Council, Members of the Common Council

CC:

DATE: Thursday, February 4, 2016

SUBJECT: History of Hwy 60 Reliever Route

County Administrator Josh Schoemann recently met with the HADC and Industrial Park businesses at which time the Hwy 60 Reliever Route was brought up. Josh asked for the HADC to draft a letter to the County asking for the 2005 plan to be brought back up again. They sent a letter on January 5th, 2016.

This was spurred by the recent indication that identified businesses were looking to expand their current operations only if they knew that the problems with truck congestion on Hwy 60 would be alleviated with a new truck route.

Josh scheduled the Executive Committee of Washington County to bring this up at their Monday, February 1st meeting. At that time, five members of the Hartford Community were present and the final decision was that they would pass this along to the Transportation Committee.

The Transportation Committee brought this item up at their Tuesday, February 2nd meeting. Eight community members were present at that meeting and the end result was that the committee asked Josh to obtain quotes on updating the 2005 plan. He said he would have that back to the committee March 1st. The County Board Chairman sent a response letter to HADC (dated 2/3/16) stating that this project is a "top priority for the County Administrator in 2016."

The original plan was paid for with help from the City of Hartford and resulted in a recommended truck route of Hwy K off of US Hwy 41, east to Kettle Moraine Drive, south to Arthur Road, east to Goodland Road, south to Hwy 60 in Dodge County.

The next steps after getting quotes would be to determine if this is still the preferred route, get estimates on total project cost (in 2005 it was \$13 million), determine funding mechanisms, and then get approved to fund. The total process would be 5-8 years.

In 2005, this project made it to the floor of the County Board where it was turned down.



Washington County Board of Supervisors
Herbert J. Tennes, Chair
Rick Gundrum, First Vice-Chair
Mark T. McCune, Second Vice-Chair

February 3, 2016

Thomas Hostad, Executive Director
Hartford Area Development Corporation
935 W. State Street
Hartford, WI 53027

Hartford Area Development Corporation:

On behalf of the Washington County Executive Committee, and in response to your letter dated January 5, 2016, I would like to thank you for your renewed interest in this important regional project. Additionally, I would like to inform you of the County's commitment to and support for advancing the Hartford reliever route project in 2016. To that end, the Executive Committee has designated the reliever route as a top priority for the County Administrator in 2016. Specifically, "In 2016, the Administrator will coordinate and provide all information to related parties, will determine a plan for the timing and implementation of a Northern Hartford Reliever Route, and will investigate the proper funding for design and engineering."

We acknowledge the urgency of your request for action and plan to utilize County resources to spearhead developing a solution for Hartford's business community. Governance oversight of the project has been assigned to the County's Highway Committee and discussions are actively ongoing. In the coming months we plan to have this matter as a regular agenda item for the Highway Committee.

We look forward to the coming months for the opportunity to partner with HADC, the City of Hartford, Town of Hartford, Addison, Slinger, Dodge County, EDWC, the Department of Transportation, SEWRPC, local elected officials and other partners that will need to be engaged to make this project successful. What is good for the Hartford business community is good for Washington County and we stand ready to work together for the advancement of our community.

Sincerely and Respectfully,



Herbert J. Tennes
County Board Chair

- c. Matthew Schwechel, VP First Bank Financial Centre
Tony Priesgen, Triton
Nate Marshall, Managing Partner, Helgesen Industries
Ken Braun, retired, formerly President, Hartford Savings Bank
Gary Wendorff, President, Wendorff Brothers Companies

Al Laufer – owner Laufer Trucking and Wacker Drive Logistics
Todd McDonald, President and CEO, Signicast
Jeff Mueller, President, Broan-Nutone Group
Washington County Executive Committee Members
Washington County Highway Committee Members
Scott Schmidt, Highway Commissioner
Southeastern Wisconsin Regional Planning Commission
Economic Development Washington County
Wisconsin Economic Development Corporation
Wisconsin Department of Transportation
City of Hartford, Mayor Joe Dautermann
Senator Ron Johnson
Senator Tammy Baldwin
Representative James Sensenbrenner
Governor Scott Walker
Senator Ducey Stroebel
Senator Alberta Darling
Senator Scott Fitzgerald
Representative Janel Brantjen
Representative Dan Knodl
Representative Mark Born
Representative Bob Gannon
Representative Jesse Kremer
Representative Robert Brooks

UNANIMOUS

CONSENT

AGENDA

ITEMS

**CITY OF HARTFORD
COMMON COUNCIL
January 26, 2016**

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, met for its regularly scheduled meeting on Tuesday, January 26, 2016, 7:00 p.m., in the Common Council Chambers of Hartford City Hall, 109 North Main Street, Mayor Joseph Dautermann presiding.

PLEDGE OF ALLEGIANCE

Mayor Dautermann led the Common Council in the Pledge of Allegiance.

ROLL CALL

The Mayor and all Alderpersons were present.

UNANIMOUS CONSENT AGENDA

MOTION by Alderperson Randolph, and seconded by Alderperson Kohler approving the Common Council minutes of January 12, 2016. MOTION CARRIED UNANIMOUSLY.

COMMUNICATIONS

There were no communications.

APPEARANCES / CITIZENS COMMENTS

Patricia Clemmons, 2793 Hillcrest Drive, appeared relating to the special assessments for the installation of sanitary sewer along Hillcrest Drive and Meadowdale Drive. She indicated that her household never received any notification about the sewer being installed until they received notice of the special assessment. She does not believe that the assessment is fair as they did not ask for the sewer.

ALDERMANIC REQUESTS

Alderpersons Michalak, Meyer and Kohler all thanked Karen Buhle for what she has done as Director for the Business Improvement District, and wished her well in her future endeavors. Alderperson Rusniak extended condolences to the family of Sara Falkenstein, mentioning that Sara was a former City of Hartford alderperson and was involved in many community activities.

PUBLIC HEARING "A"
Special Assessments for Installation of Sanitary Sewer
Along Hillcrest Drive and Meadowdale Drive

Mayor Dautermann declared the public hearing open at 7:06 p.m. The notice of public hearing as published in the 12/23/2015 and 12/30/2015 Daily News, and as mailed to affected property owners, was read by City Clerk Lori Hetzel.

The Common Council directed that sanitary sewer be installed on Hillcrest Drive, from Lee Road to Meadowdale Drive, to serve properties in the Hillcrest Estates Subdivision on Hillcrest Drive, Meadowdale Drive, Robin Circle, and Lark Avenue. The costs to extend the sanitary sewer to the intersection of Hillcrest Drive and Meadowdale Drive have been divided equally among 49 properties with the potential to be served by this sanitary sewer in the future. The costs of the sewer installed on Meadowdale Drive have been divided equally among the two properties directly served by this sewer and already annexed to the City of Hartford. The total cost for the installation and design of 1,076 L.F. of sanitary sewer was \$75,025.51. The City will collect \$12,231.32 for the installation of sanitary sewer adjacent to 25 Meadowdale Drive and 1485 Hillcrest Drive and the remaining costs of \$62,794.19 to be deferred until future connection.

There were no "appearances for" the proposed special assessments. Under "appearances against," Harlan Frederick, 2811 Robin Circle, Mike Kirsch, 2790 Hillcrest Drive, Barb Wagner, 2786 Hillcrest Drive, Bill MacDonald, 6968 Lark Avenue, and Cory Lambert, 6966 Meadowdale Drive, all spoke against the proposed special assessments.

Under "Discussion by Council," at the request of Mayor Dautermann, City Engineer Schall responded that the City does not force anyone to annex into the City as it is always the choice of the property owner. Engineer Schall explained how the cost of the sanitary sewer assessment was calculated, and reiterated that the special assessment will not be due until a request has been made by a property owner to hookup to the sanitary sewer. City Engineer Schall responded to questions relating to the sanitary sewer. There being no further discussion, Mayor Dautermann declared the public hearing closed at 7:30 p.m.

Resolution No. 3439

**A FINAL RESOLUTION FOR THE LEVYING AND COLLECTING
OF SPECIAL ASSESSMENTS UNDER SECTION 66.0703
WISCONSIN STATUTES FOR THE INSTALLATION OF SANITARY
SEWER ALONG HILLCREST DRIVE AND MEADOWDALE
DRIVE IN THE HILLCREST ESTATES SUBDIVISION LOCATED
IN SECTION 32, T10N, R18E, CITY OF HARTFORD AND TOWN
OF HARTFORD, WASHINGTON COUNTY, WISCONSIN**

MOTION by Alderperson Hegy, and seconded by Alderperson Carroll for the adoption of proposed Resolution 3439. MOTION CARRIED UNANIMOUSLY.

RESOLUTIONS

Resolution No. 3440

A RESOLUTION APPROVING A CERTIFIED SURVEY MAP
FOR A PROPERTY LOCATED IN THE CITY OF HARTFORD
(1900 West Sumner Street/1951 Constitution Avenue)

Four tax parcels make up Quad Graphics' approximately 150 acre site. The main plant is located at 1900 West Sumner Street and the CR/T (ink plant) is located at 1951 Constitution Avenue. Quad Graphics has determined that the land they own west of the CR/T plant and adjacent to Goodland Road is superfluous and wants to split off three lots that could be sold for development. All of the lots would retain M-4 Industrial Park zoning and would meet the area and width requirements of the M-4 District.

MOTION by Alderperson Michalak, and seconded by Alderperson Kohler for the adoption of proposed Resolution 3440. MOTION CARRIED UNANIMOUSLY.

CITY ADMINISTRATOR'S REPORT

Downtown Redevelopment Plan

Vaudewalle & Associates, Inc. was hired in July 2015 by the Hartford Area Development Corporation in partnership with the Hartford Area Chamber of Commerce, Downtown Hartford Business Improvement District, and the First National Bank of Hartford to build off past planning efforts and identify and prioritize economic development project opportunities in Downtown Hartford and portions of the Highway 60 corridor. The goal of this project is to kick-start development in and around downtown through the identification of key redevelopment and catalytic projects. Representatives of Vaudewalle & Associates presented and reviewed the Strategic Development Plan prepared by them which includes several redevelopment sites in the downtown area, and responded to questions.

CLOSED SESSION

MOTION by Alderperson Michalak, and seconded by Alderperson Meyer that the Common Council move into closed session under § 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" relative to zoning violations; the Common Council to reconvene in open session for adjournment only. ROLL CALL "Ayes" 9 "Nays" 0. MOTION CARRIED UNANIMOUSLY.

RETURN TO OPEN SESSION

MOTION by Alderperson Mixon, and seconded by Alderperson Kohler to return to open session at 8:19 p.m. MOTION CARRIED UNANIMOUSLY.

COMMON COUNCIL (1/26/2016)

ADJOURNMENT

MOTION by Alderperson Mixon, and seconded by Alderperson Randolph for adjournment at 8:20 p.m. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
CCJAN26.16
Compiled by Pat Borlen, Deputy Clerk

City of Hartford: February 2, 2016 Bid Opening

BID TABULATION -			
2016 Seal Coat Program			
	ITEM		1
		Bituminous Seal Coat with Lightweight Black Boiler Slag Aggregate	TOTAL BID
EST. QUANTITIES		24,000	
		S.Y.	
CONTRACTOR	RANK		
Scott Construction, Inc.			
P.O. Box 340	1	\$ 1.723	
Lake Delton, WI 53940-0340		\$ 41,352.00	\$ 41,352.00
Fahrner Asphalt Sealers			
2800 Mecca Drive	2	\$ 1.756	
Plover, WI 54467		\$ 42,144.00	\$ 42,144.00

SECTION 7:00

PROPOSAL

PROPOSAL

OF:

Scott Construction Inc.

Company Name

FOR:

Providing and installing Seal Coat in accordance with the plans and specifications. The project is known officially as the **"2016 SEAL COAT PROGRAM"**.

NOTE:

ANY CONDITIONS OR QUALIFICATIONS ADDED TO THIS PROPOSAL FORM BY THE BIDDER MAY RESULT IN REJECTION OF THE SAME AS NOT RESPONSIBLE TO THE ADVERTISEMENT AND INSTRUCTION TO BIDDERS.

TO: ENGINEERING DEPARTMENT

City Hall

109 North Main Street

Hartford, WI 53027

In submitting this Proposal, the BIDDER accepts all of the terms and conditions of the Instructions to Bidders, the Contract Documents, including without limitation those dealing with disposition of Bid security, and the following Addenda, receipt of which is hereby acknowledged:

Addendum No.

Addendum Date

BIDDER has examined the local conditions affecting the work, the site of the work, and hereby proposes and agrees:

7:01 BID PRICE

To furnish all labor, material, tools, equipment, utility and transportation services, insurance, obtain permits and everything necessary to perform and complete, in a workmanlike manner, the appurtenances in accordance with the plans and specifications, and with the requirements of the other contract documents, including Addenda as previously acknowledged.

7:02 EXTRA WORK

To do any and all extra work, as defined in the Standard General Conditions, which may be ordered by the Engineer or the Owner and to accept as full compensation, therefore, such prices that are determined pursuant to the provisions of the Standard General Conditions.

7:03 SIGN CONTRACT

To execute the Contract and furnish the **Certificate of Insurance, copies of Insurance Endorsements, and Performance and Payment Bonds** within ten (10) days after Notice of the Award of the Contract.

7:04 COMPLETION

- A. To complete all work by **August 26, 2016**.
- B. Liquidated Damages: BIDDER accepts the following provisions as to liquidated damages in the event of failure to complete the Work within the Contract Times:

Owner and Contractor recognize that time is of the essence of this Contract and that Owner will suffer financial loss if the work is not completed within the times specified in paragraph 7:04(A) above. They also recognize the delays, expense, and difficulties involved in providing in a legal or arbitration proceeding the actual loss suffered by Owner if the work is not completed on time.

Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner Two Hundred Dollars (\$200.00) for each day that expires after the time specified in paragraph 7:04(A) above for completion until the work is complete.

7:05 BID SCHEDULE

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>UNIT OF MEASURE</u>	<u>ESTIMATED QUANTITY</u>	<u>UNIT PRICE</u>	<u>ITEM TOTAL</u>
1.	Bituminous Seal Coat with Light Weight Black Boiler Slag Aggregate	Sq. Yd.	24,000	\$ <u>1.723</u>	\$ <u>41,352.00</u>

LOCATIONS:

Estimated L.F.

N. Wacker Drive (Abbott Avenue to Airport Drive) 3,600 L.F.
 S. Wacker Drive (W. Washington Ave to Willow Lane) 1,600 L.F.

TOTAL BID _____ \$ 41,352.00

TOTAL BID Forty One thousand three hundred fifty two
dollars and no cents (in words)

Company: Scott Construction Inc.

Address: Po Box 340
Lake Dalton WI 53940

Phone #: 608-254-2555

EXECUTIVE SUMMARY

TITLE: 2016 Asphalt Paving Program Bid of February 2, 2016.

BACKGROUND: The 2016 Asphalt Pavement Program includes the placement of approximately 9,500 square yards of new asphalt, 8,300 square yards of asphalt pavement removal, 10,800 square yards of fine grading gravel base, 2,600 square yards of asphalt pavement milling, and 875 tons of asphaltic concrete on the following streets:

Ridge View Drive from E. Monroe Avenue to 575' east

James Court from Van Buren Avenue to north end

Susan Court from James Court to west end

Woodlawn Park basketball court at north end of park

Airport Taxiway South end of Airport

Lincoln School Parking Lot at the corner of S. Main Street & S. Rural Street

Veteran's Memorial Aquatic Center access drive at NE corner of site & service road

The bid includes the placement of a thin layer of surface asphalt on Ridge View Drive, James Court, Susan Court and the Woodlawn Park basketball court at the north end of the park. The construction of two new hangars on the south end of the Airport make it necessary to extend the taxiway in this area by approximately 475 L.F (bid as Alternate #1). The bid includes the removal of the existing Lincoln School parking lot shared by the Veteran's Memorial Aquatic Center and the installation of 3 1/2" inches of new asphalt in two lifts. The costs for paving the parking lot will be shared with the School District. This will also include the installation of 3 1/2 inches of asphalt (two lifts) on the Access Drive at the northeast corner of the pool site and the Service Road on the west side of the pool site (bid as Alternate # 2).

The bids received were as follows:

		<u>Base Bid</u>	<u>Alternate #1</u>	<u>Alternate #2</u>
1.	Stark Pavement Corp	\$170,002.50	\$18,167.50	\$18,160.00
2.	Payne & Dolan	\$178,193.50	\$19,400.00	\$16,749.00
3.	Wolf Paving	\$199,943.40	\$17,838.00	\$16,491.00

The low bidder, Stark Pavement Corp. has previously completed asphalt pavement projects in the City of Hartford with good results. The price for asphalt surface coat came in at \$59.50/per ton this year which is less than the 2015 price of \$62.50/ton.

FISCAL IMPACT: **\$31,315.00** from the adopted budget of \$41,000.00 for asphalt resurfacing projects under Account No. 100.301.533900.53825; **\$3,500.00** from the Sealcoat & Asphalt Patching budget of \$45,000.00 under Account No. 100.301.533900.53827; approximately **\$40,000.00** from the Sealcoat & Asphalt Improvements budget under Account No. 420.420.574703.59301; approximately **\$3,045.00** from Account No. 100.501.552100.59301; and approximately **\$128,470.00** from Account No. 496.696.596050.59640 with approximately \$84,748.62 being reimbursed by the School District.

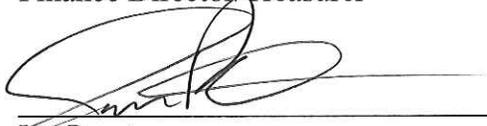
RECOMMENDATION: Appropriate City officials are authorized to enter into a contract with Stark Pavement Corporation, 12845 W. Burleigh Road, Brookfield, WI 53005, for the 2016 Asphalt Pavement Program Bid at an estimated cost of **\$206,330.00** including the acceptance of Alternate # 1 and Alternate # 2. This approval is contingent on the Common School District Joint No. 1 approving their share of the asphalt costs.

PREPARED BY:  2-3-16
Jason W. Schall
City Engineer
DATE

REVIEWED BY:  2-3-16
Darryl Kranz
Director of Public Works
DATE

REVIEWED BY:  2/3/16
Mike Hermann
Park & Recreation Director
DATE

REVIEWED BY:  2-3-16
Dawn Timm
Finance Director/Treasurer
DATE

REVIEWED BY:  2-3-16
Ian Prust
City Attorney
DATE

APPROVED BY:  2-4-16
Steve Volkert
City Administrator
DATE

ROUTING: Common Council - February 9, 2016

City of Hartford: February 2, 2016 Bid Opening

BID TABULATION -

2016 Asphalt Pavement Program		1	2	3	4	5	6	7	8	9	10	TOTAL BID
ITEM		Asphalt Concrete Surface Coat (2" Overlay)	Asphalt Concrete Surface Coat (1.5" Overlay)	Asphalt Concrete Pavement (3.5" Thick - 2" Binder & 1.5" Surface)	Asphalt Pavement Removal	Fine Grade Gravel Base	Asphalt Milling	Tack Coat	New Gravel Base	Manhole Adjustments	Traffic Control	
EST. QUANTITIES		780 Tons	50 Tons	8400 S.Y.	8300 S.Y.	8400 S.Y.	2375 S.Y.	425 Gallons	50 Tons	6 Each	1 L.S.	
CONTRACTOR	RANK											
Stark Asphalt 12845 Burleigh Road Brookfield, WI 53005	1	\$ 59.50	\$ 60.00	\$ 10.80	\$ 1.75	\$ 0.40	\$ 3.50	\$ 3.00	\$ 20.00	\$ 150.00	\$ 500.00	
Payne & Dolan, Inc. N173 W21120 Northwest Passage Way Jackson, WI 53037	2	\$ 46,410.00	\$ 3,000.00	\$ 90,720.00	\$ 14,525.00	\$ 3,360.00	\$ 8,312.50	\$ 1,275.00	\$ 1,000.00	\$ 900.00	\$ 500.00	\$ 170,002.50
Wolf Paving Co. Inc. 612 N. Sawyer Road Oconomowoc, WI 53066	3	\$ 55.20	\$ 84.00	\$ 11.10	\$ 1.80	\$ 1.30	\$ 3.60	\$ 2.10	\$ 14.00	\$ 195.00	\$ 525.00	
		\$ 43,056.00	\$ 4,200.00	\$ 93,240.00	\$ 14,940.00	\$ 10,920.00	\$ 8,550.00	\$ 892.50	\$ 700.00	\$ 1,170.00	\$ 525.00	\$ 178,193.50
		\$ 68.43	\$ 80.35	\$ 12.32	\$ 2.35	\$ 0.81	\$ 3.85	\$ 2.61	\$ 14.01	\$ 150.00	\$ 900.00	
		\$ 53,375.40	\$ 4,017.50	\$ 103,488.00	\$ 19,505.00	\$ 6,804.00	\$ 9,143.75	\$ 1,109.25	\$ 700.50	\$ 900.00	\$ 900.00	\$ 199,943.40

SECTION 8:00

PROPOSAL

**Stark Pavement Corporation
f/k/a Stark Asphalt
12845 W Burleigh Rd
Brookfield, WI 53005**

PROPOSAL
OF: _____

Company Name

FOR:

Installation of Asphalt as indicated in the specifications. The project is known officially as the **"2016 ASPHALT PAVEMENT PROGRAM"**.

NOTE:

ANY CONDITIONS OR QUALIFICATIONS ADDED TO THIS PROPOSAL FORM BY THE BIDDER MAY RESULT IN REJECTION OF THE SAME AS NOT RESPONSIBLE TO THE ADVERTISEMENT AND INSTRUCTION TO BIDDERS.

TO: ENGINEERING DEPARTMENT
City Hall
109 North Main Street
Hartford, WI 53027

In submitting this Proposal, the BIDDER accepts all of the terms and conditions of the Instructions to Bidders, the Contract Documents, including without limitation those dealing with disposition of Bid security, and the following Addenda, receipt of which is hereby acknowledged:

Addendum No.

Addendum Date

BIDDER has examined the local conditions affecting the work, the site of the work, and hereby proposes and agrees:

8:01 BID PRICE

To furnish all labor, material, tools, equipment, utility and transportation services, insurance, obtain permits and everything necessary to perform and complete, in a workmanlike manner, the appurtenances in accordance with

the plans and specifications, and with the requirements of the other contract documents, including Addenda as previously acknowledged.

8:02 EXTRA WORK

To do any and all extra work, as defined in the Standard General Conditions, which may be ordered by the Engineer or the Owner and to accept as full compensation, therefore, such prices that are determined pursuant to the provisions of the Standard General Conditions.

8:03 SIGN CONTRACT

To execute the Contract and furnish the **Certificate of Insurance, copies of Insurance Endorsements, and Performance and Payment Bonds** within ten (10) days after Notice of the Award of the Contract.

8:04 COMPLETION

- A. To complete all work by **September 30, 2016 or as indicated in the specifications.**
- B. Liquidated Damages: BIDDER accepts the following provisions as to liquidated damages in the event of failure to complete the Work within the Contract Times:

Owner and Contractor recognize that time is of the essence of this Contract and that Owner will suffer financial loss if the work is not completed within the times specified in paragraph 8:04(A) above. They also recognize the delays, expense, and difficulties involved in providing in a legal or arbitration proceeding the actual loss suffered by Owner if the work is not completed on time.

Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner Two Hundred Dollars (\$200.00) for each day that expires after the time specified in paragraph 8:04(A) above for completion until the work is complete.

8:05 BID SCHEDULE

BID SCHEDULE 2016 ASPHALT PAVING					
ITEM	DESCRIPTION	Unit of MEASURE	ESTIMATED QUANTITY	UNIT PRICE	ITEM TOTAL
1	Asphalt Concrete Surface Coat - (2" Overlay)	TON	780	\$ <u>59⁵⁰</u>	\$ <u>46,410⁰⁰</u>
2	Asphalt Concrete Surface Coat - (1.5" Overlay)	TON	50	\$ <u>60⁰⁰</u>	\$ <u>3,000⁰⁰</u>
3	Asphalt Concrete Pavement (3.5" thick - 2" binder and 1.5" surface)	S.Y.	8,400	\$ <u>10⁸⁰</u>	\$ <u>90,720⁰⁰</u>
4	Asphalt Pavement Removal	S.Y.	8,300	\$ <u>175</u>	\$ <u>14,525⁰⁰</u>
5	Fine Grade Gravel Base	S.Y.	8,400	\$ <u>.40</u>	\$ <u>3,360⁰⁰</u>
6	Asphalt Milling	S.Y.	2,375	\$ <u>3⁵⁰</u>	\$ <u>8,312⁵⁰</u>
7	Tack Coat	GALLON	425	\$ <u>3⁰⁰</u>	\$ <u>1,275⁰⁰</u>
8	New Gravel Base	TON	50	\$ <u>20⁰⁰</u>	\$ <u>1,000⁰⁰</u>
9	Manhole Adjustments	EACH	6	\$ <u>150⁰⁰</u>	\$ <u>900⁰⁰</u>
10	Traffic Control	L.S.	1	\$ <u>500⁰⁰</u>	\$ <u>500⁰⁰</u>

TOTAL BID \$ 170,002⁵⁰

TOTAL BID ONE HUNDRED SEVENTY THOUSAND TWO & FIFTY CENTS.
(words)

BID SCHEDULE – ALTERNATE #1
2016 ASPHALT PAVING – AIRPORT TAXIWAY

ITEM	DESCRIPTION	Unit of MEASURE	ESTIMATED QUANTITY	UNIT PRICE	ITEM TOTAL
1	Asphalt Concrete Pavement (3" thick – 1.5" binder and 1.5" surface)	TON	250	\$ 63 ⁷⁵	\$ 15,937 ⁵⁰
2	Fine Grade Gravel Base	S.Y.	1,300	\$ 160	\$ 2080 ⁰⁰
3	Tack Coat	GALLON	50	\$ 3 ⁰⁰	\$ 150 ⁰⁰

ALTERNATE #1 TOTAL BID \$ 18,167⁵⁰

ALTERNATE #1 TOTAL BID EIGHTEEN THOUSAND ONE HUNDRED SIXTY SEVEN FIFTY CENTS
 (words)

BID SCHEDULE – ALTERNATE #2
2016 ASPHALT PAVING – VETERANS MEMORIAL AQUATIC CENTER

ITEM	DESCRIPTION	Unit of MEASURE	ESTIMATED QUANTITY	UNIT PRICE	ITEM TOTAL
1	Asphalt Concrete Pavement (3.5" thick – 2" binder and 1.5" surface)	S.Y.	1,100	\$ 14 ¹⁰	\$ 15,510 ⁰⁰
2	Fine Grade Gravel Base	S.Y.	1,100	\$ 230	\$ 2530 ⁰⁰
3	Tack Coat	GALLON	40	\$ 3 ⁰⁰	\$ 120 ⁰⁰

ALTERNATE #2 TOTAL BID \$ 18,160⁰⁰

ALTERNATE #2 TOTAL BID EIGHTEEN THOUSAND ONE HUNDRED SIXTY CENTS
 (words)

8:06 SCHEDULE OF SUPPLEMENTAL UNIT PRICES

ITEM	DESCRIPTION	Unit of MEASURE	ESTIMATED QUANTITY	UNIT PRICE	ITEM TOTAL
1	Excavate Unsuitable Materials – Includes excavation of existing gravel and subgrade and the installation of new gravel base (Unclassified Quantity)	C.Y.	500	\$ 28 ⁵⁰ / ₁₀₀	\$ 14,250 ⁰⁰

8:07 LISTING OF SUBCONTRACTORS

All Bidders are required to list the subcontractors related to their branch of work. Failure to list subcontractors who are to perform work may be considered cause for rejection of the Bid.

After the Contract has been let, the undersigned Bidder will employ, subject to the approval of the OWNER, the following subcontractors. This list shall not be added to nor altered without the written request by the CONTRACTOR and written consent of the OWNER.

1. Class of Work: _____

Name _____

Address _____

2. Class of Work: _____

Name _____

Address _____

3. Class of Work: _____

Name _____

Address _____

4. Class of Work: _____

Name _____

Address _____

(Append additional pages as may be required to fully list subcontractors on this Contract.)

Executive Summary

Title: Execution of an Agreement – Downtown Planning Implementation Contract

Background: In December, the Plan Commission endorsed the Hartford Downtown Opportunity Analysis and Downtown Redevelopment Plan. This plan was created by Vandewalle and Associates and commissioned by a coalition that included the Hartford Area Development Corporation (HADC), the Hartford Downtown Business Improvement District (BID), the Hartford Area Chamber of Commerce (Chamber), and the First National Bank. The Director of Community Development sat on the steering committee for this project. The Downtown Redevelopment Plan is a comprehensive study of how to build off the Downtown's locational, architectural, and historical strengths to encourage catalytic development and redevelopment, strengthen local businesses, and build a more vibrant and sustainable downtown.

The plan has generated enthusiasm and momentum for Downtown, and the next step is to begin implementing the steps outlined in the study. To this end, Staff recommends continuing to work with Vandewalle and Associates on an implementation contract.

Per the Contract, Vandewalle and Associates would provide guidance on potential Tax Incremental Finance Districts and development agreements, prepare and execute strategies to expand existing businesses and recruit new businesses, prepare public improvement plans and cost estimates, assist in identifying and securing additional funding sources, and prepare marketing materials.

Vandewalle and Associates expertise and experience in downtown planning complements the capabilities of City Staff and will help the City achieve its goal of making Downtown Hartford a more vital place.

The approved 2016 Capital Improvement Project Budget includes funds (\$500,000) for public improvements related to public/private downtown renewal projects. Working with Vandewalle and Associates on this implementation contract will help the City leverage funds most effectively towards improvements in the Downtown.

The proposed Contract is based on an annual contract budget of up to \$5,000 per month for 2016. The HADC, the BID and the Chamber have set aside \$15,000 for 2016 for implementation services. City participation is needed at this point to keep Downtown momentum going. Vandewalle and Associates would bill the City directly, and the City could seek reimbursement of some of these costs from the HADC, the BID and the Chamber.

Fiscal Impact: The approved Capital Improvement Project Budget for 2016 is \$500,000. The proposal is within the budget.

Recommendation Staff recommends approval of the contract with Vandewalle and Associates for a Downtown Planning Implementation Contract at a price not to exceed \$60,000.

Prepared By: Justin Drew 2/3/16
Justin Drew, Date
City Planner

Reviewed By: Dawn Timm 2/3/16
Dawn Timm, Date
Finance Director

Approved By: Steve Volkert 2/3/16
Steve Volkert, Date
City Administrator

ROUTING: FINANCE & PERSONNEL 02/09/16
COMMON COUNCIL 02/09/16



VANDEWALLE & ASSOCIATES INC.

January 12, 2016

Agreement for Downtown Implementation Services

THIS AGREEMENT is made and entered into by and between the “Client” City of Hartford, Wisconsin, and VANDEWALLE & ASSOCIATES, Madison, Wisconsin, a professional planning and design firm. For purposes of this Agreement, the “Project” is defined as providing Implementation Services.

Article I Scope of Work

- A. VANDEWALLE & ASSOCIATES agrees to provide the “Services” as described in a scope below:

Task One: Tax Incremental Financing (TIF) Overview Analysis

VANDEWALLE & ASSOCIATES will work with City Staff to analyze the ability to set up a downtown TIF District. Specific tasks may include:

- Reviewing existing TIF Districts health and ability to statutorily create a new district
- Provide a recommended new TIF district boundary
- Provide direction on creating a new TIF district including the process and potential financial adviser partnership

Deliverables: Summary of TIF strategy and action items

120 East Lakeside Street • Madison, Wisconsin 53715 • 608.255.3988 • 608.255.0814 Fax
247 Freshwater Way Suite 500 • Milwaukee, Wisconsin 53204 • 414.488-8631
www.vandewalle.com

Shaping places, shaping change

Task Two: Project Management Team Meeting

VANDEWALLE & ASSOCIATES will work with Client to identify an appropriate schedule for recurring PMT. Meetings. VANDEWALLE & ASSOCIATES will also expand on the initial work plan provided in the Downtown Strategic Development Plan, providing action items and timelines for all projects. This work plan will be maintained throughout the implementation process. Specific tasks will include:

- Attend and participate in PMT Meeting to review progress and discuss options (once a month)
- Prepare meeting agendas and meeting summaries
- Prepare and track project action steps, timelines, and budgets
- Prepare periodic progress reports for and conduct meetings with the City Council and economic development partner organizations to discuss progress, evaluate options, and receive direction

Deliverables: Meeting agendas, summaries and progress reports, a PMT work plan.

Task Three: Implementation Services

VANDEWALLE & ASSOCIATES is prepared to provide implementation services as directed by Client.

- B. Additional Services, beyond those stated in Article I.A., may be provided through a "Work Order" (including grant writing).
- C. VANDEWALLE & ASSOCIATES agrees to provide its professional Services in accordance with generally accepted standards of its profession.

Article II Client's Responsibilities

- A. Client shall be responsible for coordination of all meeting venues, publicity dissemination, notifications, and refreshments.
- B. Client agrees to provide VANDEWALLE & ASSOCIATES with all base maps, blueprints, aerial photos, studies, reports, and ordinances needed to complete these Services. VANDEWALLE & ASSOCIATES may reasonably rely on the accuracy and completeness of these items. Client agrees to provide these items and to render decisions in a timely manner so as not to delay the orderly and sequential progress of VANDEWALLE & ASSOCIATES Services.
- C. The administrative liaison between VANDEWALLE & ASSOCIATES and the Client will be Justin Drew, Director of Community Development.
- D. Client agrees that the following individuals are approved to authorize Additional Services via a Work Order:

Name	Title
------	-------

Name	Title
------	-------

- E. Client acknowledges that although VANDEWALLE & ASSOCIATES may provide municipal advice for this Project as defined in Securities and Exchange Rule 15Ba1-1, VANDEWALLE & ASSOCIATES is not an Independent Registered Municipal Advisor (IRMA) and is, therefore, not subject to the specific rules and fiduciary standard required of an IRMA when providing advice on the potential issuance of municipal securities. Advice, if any, provided by VANDEWALLE & ASSOCIATES to the Client with respect to the issuance of municipal securities shall be discussed with Client's IRMA before taking any action. Should there be questions or concerns about VANDEWALLE & ASSOCIATES' role in this Project, Client shall talk

immediately with Client's IRMA and/or seek appropriate legal assistance. In accordance with the above, Client shall provide VANDEWALLE & ASSOCIATES an original, signed copy of Client's disclosure indicating that Client has retained an IRMA to provide advice for the Project.

- F. Client understands that any work product delivered in electronic form under this Agreement may require Client to use certain third-party hardware and/or software products. Client shall be solely responsible for obtaining licenses to use such third-party software. VANDEWALLE & ASSOCIATES makes no warranties or representations as to the quality, capabilities, operations, performance or suitability of any third-party hardware or software including the ability to integrate with any software currently in use by the Client. Client acknowledges that the quality, capabilities, operations, performance, and suitability of any third-party hardware or software lie solely with Client and the vendor or supplier of that hardware or software.
- G. If Client makes any modifications to Deliverables, Client shall either 1) obtain the prior written consent of VANDEWALLE & ASSOCIATES; or 2) remove VANDEWALLE & ASSOCIATES name from the Deliverables. In the event that Client selects option #2, VANDEWALLE & ASSOCIATES shall not be liable or otherwise responsible for such modifications or their effect on the results of the implementation of the recommendations contained in such Deliverables.

Article III Estimated Schedule

- A. Services in this Agreement shall commence from date of execution, and be in effect a maximum of one year, unless the parties agree otherwise. Work Element Two shall be completed within two months of Agreement execution.
- B. VANDEWALLE & ASSOCIATES shall render its Services as expeditiously as is consistent with professional skill and care. During the course of the Project, anticipated and unanticipated events may impact the Project schedule and VANDEWALLE & ASSOCIATES shall not be responsible for any delays caused by factors beyond its reasonable control.

Article IV Costs and Payment

- A. Work Element One will be completed on a time and materials basis with a budget not to exceed \$60,000 (\$5,000 per month). Client acknowledges that significant changes to the Project schedule, budget or Project's scope may require Additional Services for which the parties may (but are not required to) enter into a separate Work Order (see Article I.B.).
- B. Invoice charges to the Client are divided into these two elements:
1. Professional Fees.
Charged for all Services rendered at current billing rates as listed in Attachment One.
 2. Reimbursable Expenses.
 - a. Most will be invoiced at cost, including travel and all in-house charges.
 - b. Some Reimbursable Expenses will be charged at cost multiplied by 1.1. These are limited to items charged through a third party vendor. Examples of these would include: printing, reproduction, and delivery charges.
- C. VANDEWALLE & ASSOCIATES shall send Client an invoice for Professional Fees and Reimbursable Expenses once a month. Client shall pay VANDEWALLE & ASSOCIATES the amounts due under such invoice upon receipt of such invoice. A service charge of 1% per month may be charged on all amounts more than 30 days after date of invoice.

Article V Termination

- A. Either Client or VANDEWALLE & ASSOCIATES may terminate this Agreement upon seven days written notice.

- B. If terminated, Client agrees to pay VANDEWALLE & ASSOCIATES the hourly rates for all Services rendered and Reimbursable Expenses incurred, up to the date of termination.
- C. Upon not less than seven days' written notice, VANDEWALLE & ASSOCIATES may suspend the performance of its Services if Client fails to pay VANDEWALLE & ASSOCIATES in full for Services rendered or Reimbursable Expenses incurred. VANDEWALLE & ASSOCIATES shall have no liability because of such suspension of service or termination due to nonpayment.

Article VI Dispute Resolution

VANDEWALLE & ASSOCIATES and Client agree to mediate claims or disputes arising out of or relating to the Agreement. The mediation shall be conducted by a mediation service acceptable to the parties. A demand for mediation shall be made within a reasonable time after a claim or dispute arises. In no event shall any demand for mediation be made after such claim or dispute would be barred by the applicable law.

Article VII Intellectual Property; Confidentiality

- A. Except as otherwise provided by law: upon payment in full by Client to VANDEWALLE & ASSOCIATES for Services rendered and Reimbursable Expenses incurred pursuant to this Agreement, VANDEWALLE & ASSOCIATES shall grant Client a non-transferable, non-exclusive, perpetual license to use any and all Work Product developed or produced by VANDEWALLE & ASSOCIATES pursuant to this Agreement. As used in this Agreement, "Work Product" means all inventions, processes, data, documents, drawings, records, and works of authorship, whether or not copyrightable or patentable, that are originated or prepared by VANDEWALLE & ASSOCIATES in the course of rendering the Services under this Agreement. Until Client pays VANDEWALLE & ASSOCIATES in full for Services rendered and expenses incurred pursuant to this Agreement, Client may not use any Work Product to complete the Project with others unless VANDEWALLE & ASSOCIATES is in material breach of this Agreement.

- B. Except as otherwise provided by law: Client shall not communicate, publish, or otherwise disclose to a third party or authorize or induce anyone else to use, communicate, publish, or otherwise disclose, any nonpublic information pertaining to VANDEWALLE & ASSOCIATES, including, without limitation, any information relating to pricing, products, or ideas of VANDEWALLE & ASSOCIATES. Until VANDEWALLE & ASSOCIATES is paid in full by Client for Services rendered and expenses incurred pursuant to this Agreement, Client shall not communicate, publish, or otherwise disclose to any third party, any information pertaining to or summaries of the Work Product.

Article VIII Miscellaneous Provisions

- A. Wisconsin law governs this Agreement (without regard to its conflict of law principles or rules of construction concerning the draftsman hereof).
- B. This Agreement is the entire and integrated agreement between the Client and VANDEWALLE & ASSOCIATES, and supersedes all prior negotiations, statements or agreements, either written or oral, with regard to its subject matter. This Agreement may be amended only by written instrument signed by both Client and VANDEWALLE & ASSOCIATES. Neither party can assign this Agreement without the other party's prior written permission.
- C. Notwithstanding any other term in this Agreement, VANDEWALLE & ASSOCIATES shall not control or be responsible for another party's means, methods, techniques, schedules, sequences or procedures, or for construction safety or any other related programs.
- D. The parties acknowledge that society has become more and more litigious over the years. Despite having done everything right and fulfilling its obligations under this Agreement, VANDEWALLE & ASSOCIATES may be brought into a lawsuit or other action regarding the Project or other activities of the Client. To avoid VANDEWALLE & ASSOCIATES from incurring significant financial obligations when it has properly performed under this Agreement, Client agrees to indemnify, defend and hold VANDEWALLE & ASSOCIATES, its agents and employees harmless from and against any and all claims, liabilities, suits, demands, losses, costs and expenses (including

reasonable attorneys' fees), arising out of the Project or the performance or non-performance of obligations under this Agreement, except to the extent the same are directly caused by VANDEWALLE & ASSOCIATES' negligence or willful misconduct related to this Agreement.

- E. In the event that any suit or action is instituted to enforce any provision in this Agreement, the prevailing party in such dispute shall be entitled to recover from the losing party all fees (including legal and accounting fees), costs and expenses of enforcing any right of such prevailing party under or with respect to this Agreement, including without limitation, all costs of appeals. For purposes of this provision, "prevailing party" shall include a party that dismisses an action in exchange for payment of the sum allegedly due, performance of covenants allegedly breached, or consideration substantially equal to the relief sought in the action or proceeding.
- F. VANDEWALLE & ASSOCIATES reserves the right to include representations of the Project in its promotional and professional materials.
- G. In order for VANDEWALLE & ASSOCIATES' to provide cost effective services, the parties agree that VANDEWALLE & ASSOCIATES shall not be liable to client or any third party for any losses, lost profits, lost data, consequential, special, incidental, or punitive damages, delays, or interruptions arising out of or related to this Agreement, regardless of the basis of the claim. VANDEWALLE & ASSOCIATES' aggregate liability (including attorneys' fees) to Client shall not exceed the amount of fees actually paid to VANDEWALLE & ASSOCIATES by Client with regard to the Services or the Work Order for which liability has been asserted.

IN WITNESS WHEREOF, the parties hereto entered into this Agreement as of the latest date noted, below.

City of Hartford

By:

Signature of Authorized Representative

Date

Printed Name

Title

VANDEWALLE & ASSOCIATES

By:

Nonna Anderson

Nonna Anderson, Business Manager

Date

ATTACHMENT ONE
FEE SCHEDULE

	<u>Hourly Rates</u>
Company President	\$220 to \$250
Principal	\$120 to \$220
Associate	\$85 to \$120
Assistant	\$65 to \$85
GIS Analyst/Cartographer	\$75 to \$85
Communications Specialist	\$60 to \$95
Project Assistant	\$40 to \$65

CAPITAL IMPROVEMENT PROGRAM
PROJECT SUMMARY
2016 & 2020 PROJECT YEARS

Downtown Stormwater/Parking Improvements

Department: Engineering

Reference Number: 601-16-032

Division: Engineering

Fund: General

PROJECT OBJECTIVE: Provide funding for public improvements related to public/private downtown renewal project(s).

PROJECT DESCRIPTION: Replace/repair/consolidate public parking areas. Improve stormwater detention/retention in older downtown area(s), including demolition of adjacent sites.

PROJECT JUSTIFICATION: Urban renewal projects will require public/private parking including building removal. Older downtown areas are among the least efficient stormwater detention areas.

PROJECT YEAR:	2016	2017	2018	2019	2020
Capital Cost	\$500,000				\$500,000
Less Disposals					
NET COST	\$500,000				\$500,000

Annual Operating Expenditures and Revenues Required			
Expenditures:		Revenues:	
Labor Cost		Taxes	
Contract Services		Increments	\$12,500
Materials/Supplies		Fines/Fees/Costs	
Depreciation		User Charges	
Utilities		Recurring Aids	
Debt Service		Payments in Lieu	
Other Costs		Other Revenue	\$12,500
TOTAL EXPENSES	\$0	TOTAL REVENUE	\$25,000

Executive Summary

Title: Execution of an Agreement – GIS Implementation Contract with Symbiont

Background: The approved 2016 Capital Improvement Project Budget includes funds to contract with a consultant to continue implementing the Geographic Information System (GIS) Strategic Implementation Plan.

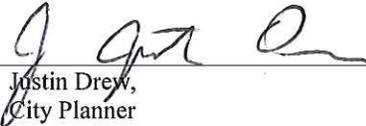
Last year the City switched to a new GIS consultant company, Symbiont, after ELM Consulting, LLC, stopped offering GIS services. This occurred after the ELM Consulting GIS specialist took employment with Symbiont. Symbiont is a larger company with many GIS specialists. Our primary consultant remains the same.

Under the proposed 2016 contract, Symbiont would continue to provide overall GIS coordination for the City, help the City continue to modify and expand its web mapping application, recommend tailored training to increase incorporation of GIS into City work flows and provide general GIS advice, guidance and support.

In addition, Symbiont will be developing a GIS database and web-based application for the Hartford Police Department which will allow users to analyze police actions, calls or incidences for patterns and/or density.

Fiscal Impact: The approved Capital Improvement Project Budget for 2016 is \$45,000. The proposal is within the budget.

Recommendation Staff recommends approval of the 2016 contract with Symbiont for continued GIS Implementation at a price not to exceed \$40,000.

Prepared By:  2/3/16
Justin Drew, Date
City Planner

Reviewed By:  2/3/16
Dawn Timm, Date
Finance Director

Approved By:  2-3-16
Steve Volkert, Date
City Administrator

ROUTING: COMMON COUNCIL 02/09/16

PROJECT BACKGROUND

The Hartford Law Enforcement Department (Police) has requested that Symbiont develop a Geographic Information System (GIS) database, and web-based application, which will allow users to analyze Police actions, calls, or incidences for patterns and/or density.

Some examples of incidences could be robbery, breaking and entering, or disorderly conduct. Additional information about the incidences will also be available for entry into the database. Some additional information could be, but is not limited to, date, time, location, officer involved, and supplementary comments.

SCOPE OF WORK OUTLINE

This new system will also allow users to enter, and then store, new incident data as the events occur. This data will be immediately available for analysis and comparison with the data already present in the database. Analysis will take place through the City's custom Police GIS analysis web application.

Users of the web application will also have the ability to research patterns by specific date ranges in the past, as well as present day. This system will provide the dual benefit of allowing the Police maintain a real-time awareness of law enforcement actions as they occur within the City as well as historical trend that have occurred.

Phase 1:

Symbiont acquire a copy of the Police incident database archive in January or February of 2016. This database will be analyzed for quality assurance purposes, and then imported into the City's overall master GIS database.

Phase 2:

After the incident data is prepared, Symbiont will build the Hartford Law Enforcement Web Application that will be completed and set for use by May 2016.

PROJECT TEAM

The following project team has been assembled to work on this project.

Stephen Schmidt will serve as Project Manager for this project. His roles will include client communication, budget and schedule management, and web application development. He has over 12 years of experience managing GIS projects for a diverse set of clients. Mr. Schmidt has extensive experience with ArcGIS Server and web-based mapping application design, development, and implementation including creation of JavaScript map viewers, widgets, tools, map configuration and feature services. He is also competent in the deployment and customization of ArcGIS Online. Mr. Schmidt has built numerous customized versions of Microsoft Access to store and retrieve client data.

Ryan Eckdale-Dudley, GISP will be responsible for quality assurance and control (QA/QC) for this project and be responsible for project oversight of all GIS work products prior to release to the City. He has over 15 years of experience in managing, designing and implementing various geographic information systems (GIS) databases for wastewater, storm water, watercourse, and Brownfields projects. Mr. Eckdale-Dudley has extensive experience overseeing custom GIS application development and implementation projects including web-based and desktop mapping applications.

Mr. Eckdale-Dudley was recently awarded by the Governor of Illinois, as the winner of the 2013 Illinois Open Technology Project, where his team submitted a web-based GIS application for scoring, ranking, and prioritizing potential housing projects for redevelopment funding. His expertise includes ArcGIS Server, Desktop, ArcGIS Online, Mobile GIS, Geodatabase Design, Application Development, Asset Management, and Spatial Analysis.

Kyle Engelking is the GIS Specialist for this project. He will be responsible for updating and maintaining the City GIS datasets, basemap style/symbology, and database schema management. He is experienced with mapping conveyance and process systems for wastewater treatment facilities, creating custom map interfaces, and maintaining databases. He converted City of Watertown municipal features from CAD format to GIS format, linked features with Asset Management Database and displayed data using custom ArcGIS Silverlight application. He also surveyed municipal features for the City of Platteville for GIS format and displayed them using ArcGIS Online.

PROJECT SCHEDULE

After contract execution, Symbiont will complete the activities outlined in this proposal by July 25, 2016. The detailed project schedule is outline below:

Tasks	Date
Phase 1- Data Integration	
Data Acquisition	February 15, 2016
Data QA/QC	February 23, 2016
Data Upload/Management	March 21, 2016
Phase 2 – Web Application Development	
Data Integration to ArcGIS Online	May 2, 2016
Develop Internal Application	July 25, 2016

In addition, the support outlined within this proposal are for fiscal year 2016 only. Tasks planned for 2017 will be addressed in a new proposal specific to those responsibilities.

COMPENSATION

Symbiont will complete the above-described Scope of Work for a not to exceed lump sum fee of \$40,000. Symbiont will bill the City monthly on a percent complete basis.

TERMS AND CONDITIONS

Provided within this proposal are our Terms and Conditions of Agreement (Form S-1 10/2013), which are an integral part of our contract for professional services. Please indicate your acceptance of this proposal (and the Terms and Conditions herein) by having an authorized representative sign one copy and returning it to Symbiont.

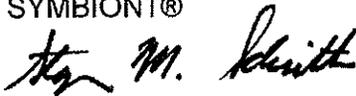
Symbiont's clients frequently issue purchase orders (P.O.s) as a matter of convenience for tracking their accounts payable. However, it is expressly understood by your company and Symbiont that none of the terms and conditions associated with your company's P.O. shall be deemed effective and that in the case of such conflict, the terms and conditions set forth in Symbiont's Terms and Conditions of Agreement (insert appropriate reference based on Contract Policy and Procedure) shall be deemed effective and agreed to between your company and Symbiont and that Symbiont's acceptance of a P.O. shall not be deemed to be an acceptance of the terms or conditions of such P.O."

Symbiont does not warrant the accuracy of the data to be uploaded to the GIS system. The data uploaded will be provided by the City of Hartford or other sources.

Symbiont's designated contact person is Stephen Schmidt. He can be contacted at 414-755-1113 or stephen.schmidt@symbiontonline.com. Please contact us if you have any questions regarding this proposal. We look forward to working with you!

Sincerely,

SYMBIONT®



Stephen M. Schmidt
Project Manager

SYMBIONT®



Thomas C. Bachman
Senior Vice President

CLIENT: _____

SIGNATURE: _____

TITLE: _____

DATE: _____

Symbiont considers the project approach, design, pricing, data, and other business considerations contained in this proposal to be proprietary and confidential business information to be used solely for the purpose of evaluating the proposal. This document and the information contained herein shall not be used for any purpose other than as stated above and shall not be used, duplicated, or disclosed to any other party without Symbiont's prior written consent.

CAPITAL IMPROVEMENT PROGRAM
PROJECT SUMMARY
2016—2020 PROJECT YEARS

Geographic Information System (GIS)

Department: Planning & Zoning

Reference Number: 604-10-003

Division: Planning & Zoning

Fund: General

PROJECT OBJECTIVE: Develop and implement centralized system to reduce labor demands associated with providing geographically based information.

PROJECT DESCRIPTION: Police dedicated project in 2016 to enhance crime tracking and analysis. Continue maintenance and enhancement of GIS, as per approved implementation plan through a continued consultant contract, data refinement, continued staff training, software licensing, software enhancements, and citizen use of web GIS application.

PROJECT JUSTIFICATION: Creation and maintenance of a GIS is in accordance with approved budget policies that place a high priority upon increasing the efficiency of service delivery. This mapping and database tool is needed to ensure continued high levels of service delivery, improve interdepartmental coordination of City service delivery, and provide additional data to the public.

PROJECT YEAR:	2016	2017	2018	2019	2020
Capital Cost	\$45,000	\$35,000	\$35,000	\$35,000	\$35,000
Less Disposals					
NET COST	\$45,000	\$35,000	\$35,000	\$35,000	\$35,000

Annual Operating Expenditures and Revenues Required			
Expenditures:		Revenues:	
Labor Cost		Taxes	
Contract Services	\$5,000	Increments	
Materials/Supplies		Fines/Fees/Costs	
Depreciation		User Charges	
Utilities		Recurring Aids	
Debt Service		Payments in Lieu	
Other Costs		Other Revenue	
TOTAL EXPENSES	\$5,000	TOTAL REVENUE	

CAPITAL IMPROVEMENT PROGRAM
PROJECT SUMMARY
2016—2020 PROJECT YEARS

Geographic Information System (GIS)

Reference Number: 604-10-003

Cost	Per Unit	Total
Purchase Price		\$185,000
Annual Rent		
Installation		
Other Costs		
TOTAL COSTS		\$185,000

Estimated Equipment Usage	
	Hours Per Day
	Average Days Per Week
	Weeks Per Year
	Years in Service
	Annual Capital Cost

Revenue Sources	
Tax Levy	
GO Debt	
Special Assessments	
Trust/Donations	
Grants/Aids	
Fund Balance—Info Systems	\$185,000
Other Revenues	
TOTAL SOURCES	\$185,000

Inventory and Replacement	
Similar Items in Inventory	
Items Replaced	
Age of Items	
Down Time	
Down Cost	

PRIORITY		
Priority	Prior Year	Current Year
1		
2		
3	X	X
4		
Scheduled	2016	2016

NOTES: Funding proposed from Information Systems Fund and the three utilities. This portion of project funds represents the non-utility share only.

MISCELLANEOUS

COMMITTEE

REPORTS

JACK RUSSELL MEMORIAL LIBRARY BOARD

REGULAR MEETING – JANUARY 13, 2015

This regularly scheduled meeting of the Jack Russell Memorial Library Board was called to order by Vice President Morgenstern at 4:00 PM in the Common Council Chambers. Those present were: Laurie Hilger, Michael Weber, Gary Morgenstern, Eugene O'Brien, Marilee Fuss and Jennifer Einwalter, Director. President Shari Purman, Mark Chappel and Alderperson Barrie Wintringer were absent and excused.

CALL MEETING TO ORDER

UNANIMOUS CONSENT AGENDA

The following items were on the unanimous consent agenda for the Board's review and approval:

1. Approval of the minutes for the December 9, 2015 meeting.
2. Approval of the Bookkeeper's report comparing budgeted versus actual numbers for December 2015.
3. Approval of the monthly bills for December 2015.
4. Approval of the Library Director's report for December 2015.

A motion was made by Ms. Fuss and seconded by Mr. Weber to approve the unanimous consent agenda items as presented. The motion passed.

PUBLIC COMMENT PERIOD/APPEARANCES

There weren't any appearances at today's meeting.

INTRODUCTION OF NEW CITY ADMINISTRATOR – STEVE VOLKERT

CORRESPONDENCE

The following items of correspondence were reported to the Board.

1. Thank you letter to Mr. and Mrs. William Smith for \$100 donation.
2. Acknowledgement to Board of a \$200 donation from an anonymous donor.
3. Thank you letter to Washington County Farm Bureau for donation of DVD.

OLD BUSINESS

Washington or Dodge County/Mid-Wisconsin Federated Library System Operating Updates.

The Washington County Library Board will be meeting at the end of January. The first quarter payment will be on the agenda.

Eastern Shores has responded to MWFLS's merger inquiry with 2 formulas based on the service population. Any increases in costs could be picked up by Washington County. Eastern Shores uses Polaris as their automation vendor and is not interested in switching to Sirsi/Dynix so if we merge with Eastern Shores we would have to migrate to Polaris. The positive aspects of a merger with Eastern Shores would be the addition of all the items in their database that would be available to our patrons, the stability of their system and leadership as well as potential growth. Arrowhead System has not responded yet. The trio Directors Council meeting is January 14 and more information will be provided.

Friends of the Library Update.

Ms. Hilger gave an overview of upcoming programs. Tonight Jim Rice presents "Why We Love the Packers", "Love Songs" will be February 16, the Brewer's Scorekeeper will be March 15. The Friends book sale will be held in the atrium beginning April 13.

Library Fundraising Campaign Update.

The campaign is at 99% complete or \$2,275,564.90. The campaign is set to finish by June 1.

NEW BUSINESS

2015 State Annual Report

Jennifer reviewed preliminary statistics with the Board. The Library's circulation has dropped by about 4% over 2014 mainly due to the end of SHARE and Jefferson County leaving. 50% of the circulation was by City of Hartford residents. 33% of the circulation was by Washington County residents and 12% by Dodge County residents. All other municipalities were at 4%. 48% of the checkouts were in the adult collection, 47% in the children's collection and 5% in the young adult collection. The busiest day was Monday, July 6 with 1,503 checkouts. The busiest hour was 11 AM until noon. In the last year 186,422 items were checked in. Hartford borrowed 28,235 items and lent 33,406. There were 15,765 computer logins. Volunteer hours were at 134.75. 15,288 ebooks were downloaded. 9,641 new items were added to the collection. 852 new cards were issued. Meeting room usage was up 75%. 12,420 reference questions were answered. Pronunciator had 184 logins since being added in September.

Borrowing Policy – now available in Spanish

Hartford has a sizable Hispanic population and having the Borrowing Policy available in Spanish will be an asset. The application for a library card will also be translated into Spanish.

Purchase of Reference Database – A to Z Databases

Jennifer reviewed two reference companies' databases and their demos and selected A to Z Database as the best choice for the Library. Funds from the reference budget have redirected to purchase this product. Jennifer asked the Board for formal approval of this purchase at a cost of \$800 per year.

Mr. Weber made the motion to approve the purchase of A to Z Database for the Library utilizing reference funds. It was seconded by Ms. Hilger and passed.

Good Friday – Permission to Treat this Holiday as other Half Day Holidays – Open from 10-3; close from 3-8

Jennifer asked the Board to consider closing the Library at 3 PM on Good Friday to be in line with the City closing for half a day.

Mr. O'Brien made the motion to approve allowing the Library to treat Good Friday as a half day holiday. It was seconded by Ms. Fuss and passed.

Library Director Comments.

- Included in the packet were the 2 proposals for a new water softener for the Library. Brian Wirth, Building Maintenance Supervisor said that the unit needed to be replaced. After almost five years in this building Jennifer wanted the Board to be aware that other things will need to be replaced or fixed as part of normal upkeep.
- A staff meeting was held 1-8-16. These will be scheduled monthly for the next several months.
- On Monday, January 11 the Children's Department attended a mock vote workshop for the Newbury and Caldecott awards at the Tippecanoe Library in Milwaukee.
- Cary, Youth Librarian is now on the trio Cataloging Committee.
- Jennifer is on the trio Circulation Committee.
- The Friend's Executive Committee will be meeting January 19, at 6:30 PM.
- The Library will hold another "Crafts for Grownups" in March.
- Diane Rosenthal and Arthur the reading dog sent a nice thank you note to the Library.

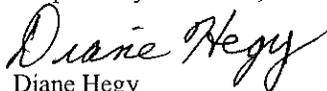
UPCOMING MEETING DATES

Regular Meeting – February 10, 2016 – Council Chambers – 4:00 PM.

ADJOURNMENT

Mr. Weber made the motion to adjourn this meeting of the Library Board at 4:25 PM. The motion was seconded by Mr. O'Brien and passed.

Respectfully submitted,



Diane Hegy
Secretary/Bookkeeper
Hartford Public Library

DH/MINUTES

PUBLIC WORKS COMMITTEE
January 26, 2016

PRESENT: Chairperson Hegy, Members Mixon, Randolph, Carroll

ALSO PRESENT: City Administrator Volkert, City Engineer Schall, Director of Public Works Kranz

Call to Order – Chairperson Hegy called the meeting to order at 6:30 p.m. in the Common Council Chambers of Hartford City Hall, 109 North Main Street.

Roll Call – All members were present.

Public Comment Period – There were no public comments.

Proposed 2016 Construction Projects – City Engineer Schall reviewed the proposed 2016 construction projects, and responded to questions.

Snowplowing and Salting Review – Director of Public Works Kranz provided a review of the snowplowing and salting procedures, and responded to questions.

2015 Garbage and Recycling Summary – Director of Public Works Kranz reviewed the 2015 annual reports summarizing costs, revenues and tonnage for the City of Hartford's garbage and recycling programs, and responded to questions.

Industrial Park Signage – City Engineer Schall noted that the City has gotten some requests to try and keep large truck traffic off of North Main Street, as the turn off of East Sumner Street is very difficult to maneuver. Because North Main Street is a state highway traffic cannot be restricted. The alternative is to install some signage possibly just east of Main Street on Sumner Street with directions to the industrial parks. Some suggestions for signage were brought forward. The City Engineer will compile some possible language and bring it back to the Committee for review.

Adjournment – MOTION by Alderperson Mixon, and seconded by Alderperson Randolph for adjournment. MOTION CARRIED.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb

PWJAN26.16

Compiled by Pat Borlen, Deputy Clerk

FOR
INFORMATIONAL
PURPOSES
ONLY

Jack Russell Memorial Library
Monthly Library Usage and Services Report

January	2016	2015	% Change
Number of days open to the public	25	26	-1
Checkout by Municipality			
Number of items checked out	17,447	17,538	-0.52%
Number of items checked out <i>Year to Date</i>	17,447	17,538	-0.52%
Checkouts - City of Hartford	8,411	8,171	2.90%
City of Hartford - Ward #1	3,076	3,442	-11%
City of Hartford - Ward #2	2,568	2,074	24%
City of Hartford - Ward #3	2,767	2,657	4.10%
Washington County-Residents	1,512	1,515	-0.20%
Washington County - Non-Residents	4,686	4,744	-1.20%
Dodge County-Residents	876	635	38%
Dodge County- Non-Residents	1,674	1,333	26%
All other Municipalities	288	1,140	-75%
Checkout by Type of Material			
Adult	8,413	8,954	-6%
Children	8,380	7,823	7.10%
Young Adult	654	768	-15%
Busiest Days			
<u>January 2016</u>		<u>January 2015</u>	
Mon. 1/4/16	969 ckouts	Wed. 1/28/15	913 ckouts
Thurs. 1/7/16	831 ckouts	Mon. 1/19/15	837 ckouts
Wed. 1/27/16	807 ckouts	Sat . 1/31/15	787 ckouts
Busiest Hours			
<u>January 2016</u>		<u>January 2015</u>	
11am-Noon	2,144 ckouts	1pm-2pm	2,287 ckouts
Noon-1pm	2,046 ckouts	Noon-1pm	2,069 ckouts
1pm-2pm	1,952 ckouts	11am-Noon	1,979 ckouts
Items requested thru the Trio Catalog			
Requested by Hartford Customers	2,227	2,678	-17%
Requested by trio members	2,708	3,045	-11%
Other Library Services Information			
Total Items Checked in	14,628	13,477	9%
Number of items checked out at Self-Checkouts	6,217	6,832	-9%
Number of new cards issued	58	108	-46%
Public Computer Logins	1,122	1,328	-15%
Reference Questions	1,438	na	-
World Vital Records Database Logins	12	2	500%
Pronunicator Logins - Service Started September 2015	75	na	-
Number of programs offered/total attendance	19 programs/509 attendance	18 programs/310 attendance	6%/64%
Overdue Notifications			
Notices mailed via USPS	215	63	241%
Notices sent via Email	119	na	-
Email Reminder Notice Sent	863	na	-
Certified Letters Sent via USPS	7	na	-
Sent to Police for Collection	0	na	-
Overdrive			
E-Book & E-Audio Downloads	1598	1148	39%
New Items Added to the Collection			
Total for the month	769	403	91%
Adult	438	311	41%
Children	230	86	167%
Young Adult	101	6	1583%
Volunteer Hours	108	183.5	-41%
Meeting Room Usage	168	94	79%

	Library Events	City Event	Friends Event	General Public:
Community Room	11		1	16
Conference Room			1	7
Study Room 208			1	43
Study Room 209			5	44
Study Room 210			6	33
Total for Each Room	11		14	143

Unless indicated, all statistics are comparing January 2016 to January 2015

MONTHLY STATISTICS – January 2016

Let's go LEGO! 01/05/16:
15 children + 5 adults = 20
(Theme: Snow Wars)

Family Movie - Minions
(01/18/16) - 13 total

Read to Arthur
01/09/16 = 10 kids
01/23/15 = 8 kids
Total = 18

Preschool Storytime:
01/26/16 (AM) = 28 kids + 14 adults = 42 *also Page-to-Stage*
01/27/16 (PM) = 13 kids + 5 adults = 18 *also Page-to-Stage*

Toddler Time:
01/28/16 = 23 kids + 17 adults = 40 *also Page-to-Stage*

Parachute Play:
01/25/16 = 6 kids + 5 adults = 11 *also Page-to-Stage*

Page-to-Stage Goodnight Moon & Runaway Bunny Craft and Activity (01/30/16): 35 kids + 20 adults = 55

Bucks 2016 Reading Challenge
Jan. Sign-ups: 30
Jan. completions: 1

After School Program:
01/06/16 = 20 rec + 5 nons
01/13/16 = 16 rec + 3 non = 19
01/20/16 = 10 rec + 5 non = 15
01/27/16 = 11 rec + 4 non = 16

YMCA It's a Girls' Things at Central MS (01/05/16): 5 girls + 2 adults
Peace Lutheran 5th Grade Class Field Trip (01/28/16): 15 kids + 1 adult

ADULT:

Oscar Showcase Series:
The Martian (01/28/16) - 14 people
The Martian (01/29/16) - 75 people

Why We Love the Packers with Jim Rice (01/13/16): 75

Attended:
Mock Printz / Caldecott / Newbery Awards @ Tippecanoe Library (01/11/16)
Bridges & Lakeshores SRP 2016 Planning Meeting @ New Berlin PL (01/29/16) 9:00-12:00

Monthly Department Report
Planning/Building Inspection
January 2016

Planning:

Plan Commission:

- Site Plan Review: Amendment for Wilson Heights Apartments (approved)
- Certified Survey Map: Quad-Graphics, 1900 W. Sumner and 1951 Constitution (recommended approval)
- Concept Plan: Red Oak Apartments (approved)
- Other: Proposed Amendment to the City of Hartford Smart Growth Plan (recommended approval)

Violation Letters:

- Property Maintenance: 2
- Courtesy Notices:
- Housing: 0
- Precipitation: 0
- Zoning: 0
- Citations: 0

Scanning Project, Building Plans & Documentation, Basement Storage:

19 boxes of 91 have been scanned and electronically stored.

Scanning Project, Commercial Plans:

2008 commercial plans are in the process of being scanned and electronically stored, and placed in GIS mapping.

Building Inspection:

Permits Issued: 72

Permits Issued YTD: 72

Violation Letters: 6

Courtesy Notices: 0

MONTHLY DEPARTMENT REPORT JANUARY 2016

DEPARTMENT: HARTFORD POLICE DEPARTMENT

1.) MONTHLY STATISTICAL DATA

ACTIVITY MEASURE	2016/ 2015	% OF 2015	2016 YTD TOTAL	% OF 2015	JANUARY '15 DECEMBER '14	2014/2015 YTD TOTAL	3 YR AVG/ MONTH	% OF AVG MON	3 YR AVG/ YTD TOTAL	% OF AVG YTD
CALLS FOR SERVICE (JANUARY)	537	105%	537	105%	511	511	555	97%	555	97%
COMPLAINTS FILED (JANUARY)	246	114%	246	114%	216	216	235	105%	235	105%
WRITTEN WARNINGS (DECEMBER)	138	93%	2029	110%	149	1847	132	105%	1860	109%
TRAFFIC CITATIONS (DECEMBER)	109	80%	1629	109%	136	1495	144	76%	2272	72%
MUNICIPAL CITATIONS (DECEMBER)	58	126%	519	120%	46	432	52	112%	643	81%
FIELD INTERVIEW CARDS (DECEMBER)	2	100%	34	89%	2	38	2	100%	32	106%
ADULT ARRESTS (UCR DATA) (DECEMBER)	35	80%	602	132%	44	457	35	100%	652	92%
JUVENILE ARRESTS (UCR DATA) (DECEMBER)	19	63%	303	150%	30	202	22	86%	314	96%
SQUAD FLEET MILEAGE	JANUARY 2016	% OF 2015	2016 YTD TOTAL	% OF 2015	JANUARY 2015	2015 YTD TOTAL	3 YR AVG/ MONTH	% OF AVG MON	3 YR AVG/ YTD TOTAL	% OF AVG YTD
SQUAD 1 (PATROL)	3223	252%	3223	252%	1278	1278	2577	125%	2577	125%
SQUAD 2 (PATROL)	2684	107%	2684	107%	2499	2499	2591	104%	2591	104%
SQUAD 3 (PATROL)	1705	67%	1705	67%	2552	2552	2092	82%	2092	82%
SQUAD 4 (PATROL)	2753	87%	2753	87%	3161	3161	2096	131%	2096	131%
SQUAD 5 (PATROL)	1170	55%	1170	55%	2115	2115	1268	92%	1268	92%
SQUAD 6 (ADMIN/POLICE AIDES)	426	N/A	426	N/A	N/A	N/A	N/A	N/A	N/A	N/A
SQUAD 7 (PATROL/SPECIAL PURPOSE)	597	130%	597	130%	461	461	604	99%	604	99%
SQUAD 8 (ADMIN)	913	132%	913	132%	694	694	904	101%	904	101%
SQUAD 9 (PATROL/K-9)	758	85%	758	85%	888	888	1642	46%	1642	46%
TOTAL SQUAD MILEAGE	14229	104%	14229	104%	13648	13648	13774	103%	13774	103%
AVERAGE SQUAD MILEAGE	1581	93%	1581	93%	1706	1706	1722	92%	1722	92%

2.) CHIEF'S ACTIVITIES

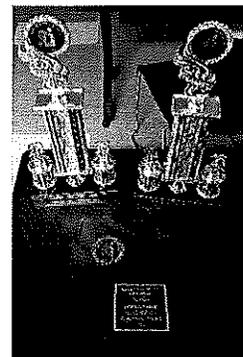
- ◆ Attended Annual Explorer Post 9910 Awards meeting
- ◆ Attended the monthly meeting of the Washington County Chiefs
- ◆ Attended Annual Meeting of Emergency Government Committee
- ◆ Completed 2015 Annual Report

3.) ACCOMPLISHED PROJECTS/TASKS/ACTIVITIES

- ◆ Recruitment continued to fill current and anticipated Police Officer vacancies.
- ◆ Police Aides Mitchell Kraemer and Amanda Naukkari began their tour of duty at the Hartford Police Department.

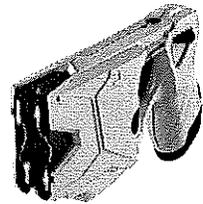


- ◆ Hartford Police Explorer Post earned 1st Place in Bomb Threat Investigation and Dispatching, and took 2nd Place Overall at the statewide Explorer Competition in the Wisconsin Dells.



4.) **ANTICIPATED PROJECTS/TASKS/ACTIVITIES**

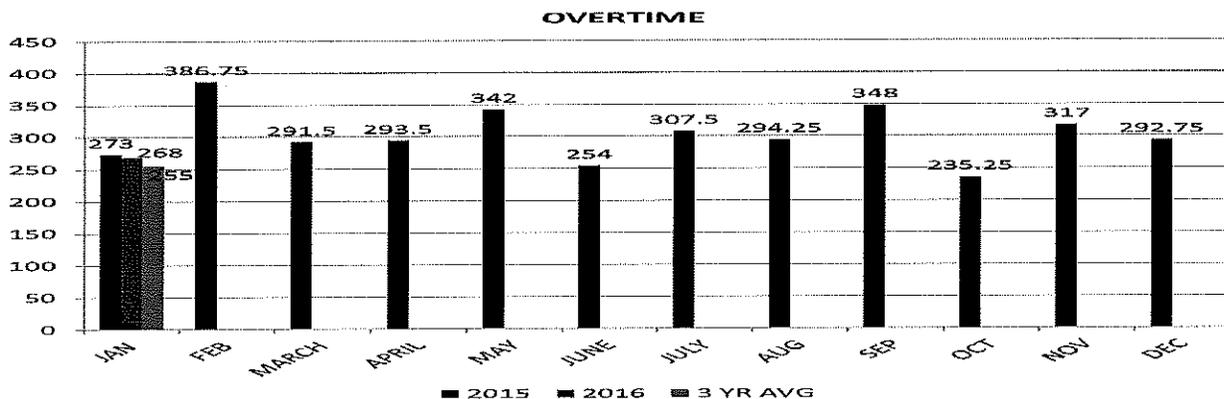
- ◆ The Police Officer recruitment process will continue.
- ◆ Final Preparations will be made for the 2016 Mini-Academy.
- ◆ The Hartford Police Department Honor Guard will present the colors at the Wisconsin Chief's Association Winter Conference in the Wisconsin Dells.
- ◆ Officers will train to transition to the new X-2 Tasers.



5.) **TRAINING**

- ◆ Sergeant Cummings attended the monthly SWAT team training with the Washington County Sheriff's Department
- ◆ Officers Dorn and Cash completed required K-9 certification training
- ◆ Patrol and Investigations Staff completed CPR/AED, Defense and Arrest Tactics, and Crowd Control In-service
- ◆ Patrol and Investigations Staff completed Monthly Isolation Drill Training for Escort Holds
- ◆ Officers Fassbender, Krick, Janzen, Deibert, Rasmussen, and Detective Engebretsen completed Honor Guard in-service training
- ◆ Chief Groves and Communications Officers Neu, Walters, Jossart, and Italiano were certified in Question, Persuade, Refer Training
- ◆ Communications Officer Rudd continued her FTO Training
- ◆ Officer Terrell completed ICS 100 and ICS 200 certification training on line
- ◆ Officer Janzen completed IS 700, ICS 100, and ICS 200 certification training online
- ◆ Lieutenant's Lehl and MacFarlan attended the 2016 Wisconsin Law Enforcement Executive Development (WLEEDA) Conference in the Wisconsin Dells.

6.) **OVERTIME**



Respectfully Submitted,
David A. Groves,
 Chief of Police



STREET DEPARTMENT MONTHLY REPORT - January 2016

Veolia Environmental Services Curbside Solid Waste Pickup:		Past Jan. Solid Waste
	236.15 Tons of solid waste for January 2016 (332.91 tons - December 2015)	2013 - 258.37 tons 2014 - 239.37 tons 2015 - 241.93 tons

Veolia Environmental Curbside Recycling Pickup:		
	Paper & Cardboard AND Commingles (Glass, Plastic & Cans) RECYCLING CART.....	89.66 Tons (81.72 Tons -Jan. 2015)

1. Normal department projects required to be accomplished during the month of JANUARY		
	- Pick up and chip brush curbside (1st full week)	- Cold Patch streets as needed
	- Repair & maintain equipment	- Remove snow from downtown & parking lots
	- Salt & snowplow streets & city sidewalks	- Pick up excessive garbage on Fridays
	- Repair & replace street signs as needed	- Deliver Recycling & Garbage Carts when requested

2. Special or specific projects/tasks/activities accomplished during the month of JANUARY:		
	- Maintain snowplows & trucks	- Assist Water Dept. with water main breaks
	- Remove ice from street drains	- Remove snow from Downtown
	- Review downtown parking issues	- Review 2016 Asphalt Pavement Replacement w/Engineer
	- Assist We Energies with barricades on E Sumner	- Clean City Garage
	- Work with Bureau of Aeronautics & Mead & Hunt re. Airport Environmental Assessment	- Assist Advanced Disposal with Recycling Complaints
		- Send out letters along Independence Park re. Methane Monitors

3. Specific project/task/activities expected to be initiated or accomplished during month of FEBRUARY:		
	- Maintenance of all City equipment	- Crack fill and asphalt streets where needed
	- Repair trucks for snow plowing	- Chip brush curbside
	- Plow & salt streets as needed	- Replace or straighten street signs
	- Repair catch basins	- Cold Patch streets after water main breaks

4. Training/Staff Development activities occurring during the month of JANUARY: DIGGER'S HOTLINE

5. Overtime occurring during JANUARY 2016:

DATE	PURPOSE FOR OVERTIME	TIME AND ONE HALF
1/2/2016	Fix barricades for Main Street We Energies Project	2.00
1/7/2016	Salt Streets	11.20
1/9/2016	Plow & Salt Streets	42.30
1/10/2016	Plow & Salt Streets	24.00
1/11/2016	Salt Streets	10.20
1/12/2016	Plow & Salt Streets	13.00
1/14/2016	Worked Recycling Center	2.30
1/16/2016	Worked Recycling Center	3.30
1/17/2016	Assist with Water Main Break/Clean Ice from Street	2.00
1/21/2016	Worked Recycling Center	2.20
1/23/2016	Worked Recycling Center	3.30
1/25/2016	Salt Streets	12.00
1/26/2016	Salt & Plow Streets early morning	7.50
1/27/2016	Salt & Plow Streets, drifting snow	6.00
1/27/2016	Fix barricades for Main Street We Energies Project	2.00
1/31/2016	Salt Streets, late night	10.00
TOTALS		153.30
<i>January 2015 Comparison</i>		<i>144.30</i>

MONTHLY DEPARTMENT REPORT

DEPARTMENT: UTILITIES

COVERING THE MONTH OF: January 2016

REGULAR MONTHLY ACTIVITIES

1. Street Lights
2. Tree Trimming
3. Hydrant Maintenance
4. Water Samples
5. Well Maintenance

SPECIAL MONTHLY ACTIVITIES

1. Line Extension – American Eagle Dr., Slinger
2. Circuit 11 Rebuild
3. Repair Right Angle Gear Drive – Well #12
4. Cross Connection Inspections

UPCOMING ACTIVITIES

1. Circuit 11 Rebuild – State St.
2. Loos St. Condo Development
3. Well House Painting & Cleaning
4. Large Water Meter Testing

TRAINING SESSIONS

1. MEUW Safety Session C
2. Repairing CL2 Regulators Course

OVERTIME

<u>PURPOSE FOR OVERTIME</u>	<u>HOURS</u>
Maintenance of Lines	6.3
Meter Read	0.5
Line Extension – Hickory Heights, Slinger	0.5
Signal Hit by Vehicle – Hwy 60 & Kettle Moraine	2.4
Education	6.0
Maintenance of Mains	17.6
Maintenance of Pumping Plant	5.4
Maintenance of Water Service	6.0
Water Main Break – 625 Elm St.	2.5
Water Main Break – 605 E. Loos St.	11.4
Water Main Break – 650 S. Main St.	4.0
Well Run – Weekends & Holiday	20.0
TOTAL	82.6