

A G E N D A
CITY OF HARTFORD COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, FEBRUARY 14, 2017
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

3) ROLL CALL

4) FILLING OF FIRST DISTRICT ALDERPERSON VACANCY

- A) Procedures.
- B) Presentations by Candidates. (3 minutes each)
- C) Nominations. (No second necessary)
- D) Vote.
- E) Appointment.
- F) Oath of Office.

5) UNANIMOUS CONSENT AGENDA

6) COMMUNICATIONS

- A) Recycling and opting out of Yellowbook's Washington County directory.

7) APPEARANCES/CITIZENS COMMENTS

8) 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.

9) PUBLIC HEARINGS

A) The levying of special assessments under Section 66.0703 WI Statutes for the installation of sidewalk in Simon's Pleasant Valley Addition No. 2 and 1396 and 1440 Patton Drive. (Executive Summary attached)

- 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: – Proceed with the preparation of a Final Resolution for the installation of sidewalk to include the option to pay in five annual installments.

10) STANDING COMMITTEE REPORTS

A) FINANCE & PERSONNEL

1) Discussion and consideration of approving bartender's license: Dana Wallace, Calum Courtney.

2) Discussion and consideration of having Hartford Electric refinance the Washington Heights senior apartment complex debt. (Executive Summary attached)

B) PUBLIC WORKS

1) None.

C) UTILITY

1) None.

11) RESOLUTIONS AND POSSIBLE ACTION THEREON

A) Resolution No. 3470 – A resolution approving support for Option #11, preferred route for a State Highway 60 reliever route.

B) Resolution No. 3471 – A preliminary resolution for the levying of special assessments under Section 66.0703 WI Statutes for the installation of sanitary sewer extending to Hwy 83 along Lee Road. (Executive Summary attached)

12) ORDINANCES

A) FIRST READING AND POSSIBLE ACTION THEREON

1) None

B) SECOND READING AND POSSIBLE ACTION THEREON

1) None

13) CITY ADMINISTRATOR'S REPORT

A) None

14) MAYOR'S REPORT

A) Washington County Board update.

15) CLOSED SESSION

A) The Common Council to move into closed session under § 19.85 (1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session" related to TID #10 development and the acquisition of properties. The Common Council to reconvene in open session for adjournment only.

14) 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

Scott M. Henke

81 Hidden Creek View 📍 Hartford, WI 53027 📞 262/673-9302Hm 📧 smhenke23@att.net

Career Goal

Take the knowledge and experience gained in the areas of management, retail sales, industrial sales/management and community development from years spent in middle-management, sales positions and as Alderman and Mayor and apply it to the common council.

Work Experience:

RECEIVED
JAN 20 2017

BY:

Hartford Area Chamber, Hartford 2015- present

Weld-Fab Manufacturing Corp., Slinger, WI

Sales Manager, March 2013 – 2015

Direct/Lead - Sales, estimation team, marketing efforts

Manage - Inside and outside sales personnel, office and estimation

teams

Encourage - Management team and shop floor for continuous

improvement

PJ's Dental Lab, Hartford, WI

Dental Consultant, June 2001 – January 2013

Customer service, Customer retention

Dental implant specialist

Technical consultants for customer doctors

City of Hartford

Mayor, April 1998 – April 2010, elected to 4 terms

Worked to better the community for the best interest of the people

Positioned Hartford as a vibrant, thriving community

Kept a 65 million budget in line in a growing community

Alderperson, April 1995 - April 1998

Park & Recreation Commission, 1992-1995

Education:

University of Wisconsin – Oshkosh, Bachelor of Science, Major - Exercise Physiology

University of Wisconsin – Washington County, Associate of Science

Leadership/Activities/Involvements:

Hartford Golf Course, Board of Directors President
Divine Savior Lutheran Church, President
City of Hartford Planning Commission
Chandelier Ballroom, Board of Directors
Kettle Moraine Lions Club, past President
Former University Wisconsin Washington County, Board of Directors
Former Hartford Chamber of Commerce, Board of Directors



References for Scott Henke

Please feel free to contact any, or all of these references:

Chris Foraker, PGA Professional
Hartford Golf Club
Hartford, WI 53027
262/323-4449
Known for 2 years

Pat Frank
President, Staffing Support Specialists
Hartford, WI 53027
262/673-0698
Known for 28 years

Dr. Peter Wilk, D.D.S.
Grand Avenue Dental
Hartford, WI 53027
262/673-7826
Known for 14 years

Ken Braun
Friend
Hartford, WI 53027
262/673-7461
Known for 20 years

RECEIVED
FEB 02 2017

Jeff Turchi
443 Big Bend Way
Hartford, WI 53027

BY:

Mobile (262) 442-5129 jj.turch@gmail.com

Common Council Members
City of Hartford
109 N. Main St.
Hartford, WI 53027

February 1st, 2017

Dear Council Members,

Thank you for considering me for the open first aldermanic seat vacated by Joe Kohler. I believe my background in business and in the community are quite similar to Joe's and this would be a seamless transition in style and temperament.

I have followed local politics for years and now that my youngest is a senior at HUHS, I have the time to dedicate to public service on a more strategic level. My business experience involving contract negotiation along with my background in accounting will assist me in working with other members of the council along with city staff to evaluate spending on behalf of the taxpaying citizens of Hartford.

My wife Lisa and I moved to Hartford with our three children fourteen years ago and have been active in the community. My interest in serving is similar to most of the current council members, looking to represent the average citizen rather than any special interest or organization. Please feel free to call or email me with any questions you may have. I sincerely look forward to working with all of you to keep Hartford the best place to live, work and play.

Sincerely,



Jeff Turchi

Jeff Turchi

443 Big Bend Way
Hartford, WI 53027

Mobile (262) 442-5129 jj.turch@gmail.com

PROFESSIONAL PROFILE

- **Communication** – Well developed negotiation skills and change management training. Computer skills include strong working knowledge of SAP, ERP, MRP systems and MS Office suite.
- **Supply Chain Management** – Expertise in Inventory control / Asset management, Lean Manufacturing, Master Scheduling, Purchasing, Logistics, On- Time Delivery Performance, and Operations.
- **Management** – General Manager responsible for U.S. based Logistic Company. Responsible for dramatic improvement of branch's financial position.
- **Accounting** – Controller responsible for budgets, forecasting, supervision, resource allocation, and operational planning. College degree is in Accounting.

WORK HISTORY

Ancor Flexible Packaging, Milwaukee, WI

Supply Chain / Planning Manager 2007 to present

- Responsible for Supply Chain functions for a \$40M facility
- Implemented ERP / MRP Software System
- CI Leader – Responsible for yearly KPI Projects
- Negotiated Supplier / Warehouse Contracts
- Implemented Vendor Managed Inventory (VMI) and Customer Managed Inventory (CMI) programs

Allied Van Lines, Milwaukee, WI

General Manager 2003 to 2007

- Responsible for financial position for a \$3M branch
- Hired and trained sales, administrative and operational staff

WORK HISTORY PRIOR to 2003

- **Allied Van Lines, E. Peoria, IL** - Billing Manager
- **HCC, Inc., Mendota, IL** - Production Control Manager
- **IMT, Pekin, IL** - Production Planner
- **Aggregate Equipment, E. Peoria, IL** - Assistant Controller

COMMUNITY INVOLVEMENT

- **Hartford Park & Rec Youth Baseball**
Coach for four grade levels
- **Hartford Youth Football**
Equipment Manager
Interim Treasurer
- **Knights of Columbus**
Financial Secretary – Responsible for all fundraising activities raising thousands of dollars per year for local causes and charities including special education programs at local schools and BSA Eagle Scout projects benefiting the city.

EDUCATION

Green Belt with Project Management (CI – Leader)
Eastern Illinois University, Charleston, IL
B.S. Business – Accounting Concentration

Quality References Available on Request

RECEIVED
FEB 03 2017

BY:

325 Park Ave., Apt. 301

Hartford, WI 53027

February 7, 2017

Mayor Tim Michalak
Members of the Common Council
109 N. Main St.
Hartford, WI 53027

Dear Mayor Michalak and Alderpersons:

Please consider my application for the vacant position of Alderperson for the 1st District.

Having previously served as an Alderperson for 22 years (resigning because of employment by the City) -- and now being retired with plenty of time to study the issues -- I would again like to be a part of the decision-making process. My experience in government can benefit the 1st District electorate, and serving would provide me with a sense of satisfaction and pleasure.

Attached is my resume. I also am available to respond to inquiries at 673-2370.

Sincerely,



Joan Russell

RESUME

Hartford resident 45+ years. Elected Alderperson 22 years.

Elected County Supervisor 25 years. Hartford Library employee 8 years.

Served on the following City Council committees: Finance & Personnel -- including union negotiations (1987-2004); Plan Commission (1997-1999); Public Works (1992); Utility (1983, 1989, 1992); Housing/Community Development Authority (1991-2002); Library Board (1989, 1996); Recreation Commission (1987, 1989); Police & Fire Commission (1993); Cable TV (1984-1988); Board of Review (1983, 2001-2004); EMS (1983-1985); Community Respect (1990); Liaison to Hartford Area Development Corporation (1999-2004); Interviews for 3 City Administrator hirings

Participated in the following significant projects: Harthaven (1977); Auto Museum (1980); Sesquicentennial Celebration -- including promenade/parade chair (1983); City Hall Renovation (1985); attracting QuadGraphics (1987); President Reagan visit (1987); Rubicon Sewage District (1990); Pike Lake Sewage District (1990); All-America City Finalist (1995); Recreation Center (2000); Schauer Center (2000);

As County Supervisor, instrumental in the planning and implementation of the County Fair Park and Convention Center, and in the negotiations with and location of Cabela's Outdoor Gear & Sportiing Goods.

Nathan V. Zorn
906 Spruce St.
Hartford, WI 53027
Phone: (612) 730-2086
e-mail: misterzorn@msn.com

RECEIVED
FEB 07 2017

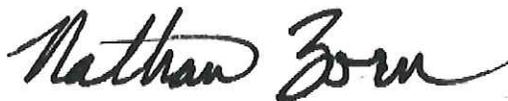
BY:

February 5th, 2017

Members of the Common Council of the City of Hartford:

Please accept the attached resume and proof of residency as my formal proclamation of interest in the vacant alderman position in the 1st District. Thank you for your time and consideration of my credentials.

Respectfully submitted,



Nathan Zorn

Nathan V. Zorn

906 Spruce St.
Hartford, WI 53027
Phone: (612) 730-2086
e-mail: misterzorn@msn.com

Objective: Apply my skills as a program director, academic advisor, and educator to the support and development of City of Hartford services, programs, and initiatives.

Education: **University of Wisconsin-Eau Claire**
Graduated with Honors, Summa Cum Laude, 3.80/4.00 GPA
Bachelor of Arts: Social Studies, Broadfield Middle/High School Education-Geography

Work Experience:

Recruitment Assistant October 2015 – Present
Waukesha County Technical College Pewaukee, WI

Key Competencies:

- Plan, develop, and coordinate small- and large-scale on-campus events for recruitment purposes.
- Coordinate and conduct campus tours for prospective students, parents, and community members.
- Oversee WCTC Campus Ambassador Program, including recruitment, selection, training, and evaluation of hired ambassadors.
- Consult with associate deans, faculty, and enrollment services to coordinate college-wide recruitment efforts.

Director/Assistant Director December 2008 – October 2015
UC Davis Educational Talent Search/GEAR UP/College OPTIONS Programs Siskiyou County, CA

Key Competencies/Accomplishments: Program Planning, Development, and Management

- Directed a 5-year \$230,000 Federal Educational Talent Search grant and co-directed a 6-year \$11 million Federal GEAR UP grant and ensured compliance with Federal and university regulations and policies.
- Established relationships and coordinated program services and activities with middle/high school personnel, public agencies, and other outreach programs to create new and strengthen existing programs.
- Developed and directed data gathering techniques to evaluate program services and activities.
- Prepared statistical and narrative evaluation reports of program activities and services as required by the U.S. Department of Education.
- Hired, trained, and coached staff of six academic advisors.
- Evaluated performance of advising staff on a yearly basis via Employee Performance Appraisal Reports.
- Determined workload priorities, set deadlines, developed work schedules, and delegated work assignments to meet objectives and goals.
- Compiled data, images, and participant testimonials to generate summaries of program activities for bi-annual governing board report.

Key Competencies/Accomplishments: Budget and Grant Management

- Developed and managed annual program budget, approved and control fiscal expenditures, and ensured compliance with Federal regulations.
- Supported competitive funding proposals and secured continuation grants via the U.S. Dept. of Education.
- Identified funding opportunities and in-kind support to enhance program offerings.
- Developed expenditure plans within policy and procedure guidelines.

Key Competencies/Accomplishments: Public Relations and Event Coordination

- Served as lead coordinator and moderator of College OPTIONS Educational Partnership meetings.
- Coordinated and executed large-scale (300+ participants) college and career information events.
- Solicited and trained student/community/educational partner volunteers to support program events.
- Represented the Educational Talent Search, GEAR UP, and College OPTIONS programs at forums, conferences, and meetings.
- Served on committees and advisory groups to set policy, strategy, and direction for programs to improve opportunities for students served.
- Served as a lead program liaison and for all county-wide student information events, communicating outcomes via newsletters, press releases, and contacts with local news media.

Academic Advisor

UC Davis Educational Talent Search/College OPTIONS Programs

August 2005 - December 2008

Redding/Siskiyou County, CA

Key Competencies/Accomplishments: Program Development and Management

- Designed, planned, and implemented college and career readiness programs for 7th-12th grade students.
- Developed and implemented goals and priorities for expansion of the program.
- Established cooperative relationships with other outreach programs and campus units to enhance the administration and delivery of programs and special projects.
- Cultivated and maintained a broad range of working relationships with students, school staff and administrators, and community organizations.
- Managed collection and evaluation of program data.
- Prepared reports for evaluation of program outcomes and effectiveness.
- Interpreted federal regulations and program policies to participants, parents, and staff at target schools.
- Served as chief program liaison with contact personnel at target schools.

Key Competencies/Accomplishments: Outreach and Admissions

- Developed regular schedules of program activities and workshops in conjunction with target schools.
- Counseled prospective students about programs available at post-secondary institutions (public and private four-year universities, community colleges, and vocational/technical institutions).
- Developed and presented workshops about post-secondary institutions' admissions requirements, student services programs and financial aid.
- Represented UC Davis at workshops, meetings, and conferences.
- Developed written material for program publications.
- Coordinated summer programs in conjunction with other outreach programs and campus departments.
- Designed and executed presentations and provided information to general populations of prospective students.
- Served on committees to set policy, strategy and direction for programs to improve student opportunities.

Key Competencies/Accomplishments: Academic Support Services

- Developed academic enhancement materials and curriculum to increase the eligibility and competitiveness of students.
- Identified needs of each target school and integrated curriculum in the work plans.
- Worked individually with students to increase awareness of educational opportunities and personal and academic strengths and challenges
- Developed presentations to be shared at conferences/events for counselors and administrators from target schools.
- Developed event agendas, solicited participation from parents, administered evaluation, and developed a mechanism for follow-up.

Social Studies Teacher
Arcadia High School

August 2001 - June 2004
Arcadia, WI

Key Competencies/Accomplishments:

- Developed and presented World Geography/World History curriculum to students in grades 9-12.
- Assessed student progress and developed academic plans to support student success.
- Communicated student progress to parents and guardian via individual appointments.
- Served as lead advisor for Arcadia HS student council program.
- Coached three junior varsity boys' basketball teams

Other Relevant Related Skills, Training, and Projects:

Proficient in use of Microsoft Word, Excel, Powerpoint, Prezi, and Publisher.

Proficient in use of FileMaker Pro.

Proficient in use of Google Docs, Google Forms, SurveyMonkey, Doodle, and Remind.

UC Davis Supervisory Training Series

-Introduction to Supervision (07/07/2009)

-Selecting Staff (07/16/2009)

-Performance Appraisals (07/21/2009)

- Coaching Staff (07/28/2009)

Lead coordinator, supervisor, and evaluator of the annual Siskiyou County-wide college and career awareness events:

-Kindergarten Day (200+ students)

-8th Grade Inspiration Day (400+ students)

-Junior Day (300+ students)

-Senior College and Career Day (300+ students)

Wisconsin Department of Public Instruction Broadfield Social Studies Teaching Credential (held from 7/2000-6/2005)
Certified to teach Social Studies, Geography, History, Political Science, Psychology, Sociology.

Extensive public speaking experience for large and small groups of all ages and backgrounds.

Professional References

Trisha Stehr
Recruitment Supervisor
Waukesha County Technical College
800 Main St.
Pewaukee, WI 53072
(530) 691-5446
tstehr@wctc.edu

Sue Huizinga
Director
Shasta College Upward Bound Program
11555 Old Oregon Trail
Redding, CA 96003
(530) 242-7698
shuizinga@shastacollege.edu

Lianne Richelieu-Boren
Executive Director
UC Davis College Opportunity/College OPTIONS Programs
1407 Market St.
Redding, CA 96001
(530) 245-1844
lrichelieu@ucdavis.edu

Elizabeth Tanner
Coordinator
Shasta College BOLD Program
11555 Old Oregon Trail
Redding, CA 96003
(530) 242-7714
ektanner@ucdavis.edu

Karissa Morehouse
Academic Advisor
Tehama County College OPTIONS/ETS/GEAR UP Programs
1135 Lincoln St.
Red Bluff, CA 96080
(530) 528-7364
klmorehouse@ucdavis.edu

RECEIVED
FEB 07 2017
16 Hickory Lane
Halford, WI 53027
262-673-9200

Joseph Fulop
joe@fulop.net

BY:

EXECUTIVE SUMMARY

Proven leader and dedicated manager with 30 years of experience in New Product Development. Broad spectrum of leadership in Product Testing, Regulatory Compliance, Rapid Prototype, Test Automation, and Facilities Management.

CAREER HISTORY

MILWAUKEE TOOL CORPORATION, Brookfield, WI

Sr. / Manager - Engineering Support Services - 2004 - present

- Lead and manage areas in product testing, rapid prototype, test automation, and facilities.
- Facilities responsibilities included all aspects of maintenance, remodeling, and capital projects.
- Justified, prepared, and submitted capital projects for both engineering systems and campus facilities.
- Designed several computer applications to process, monitor, and schedule workflow.
- Lead the team to develop robotic testing and end of line automation.

Supervisor - Lab/CAD/Regulatory - 2000 - 2004

- Added CAD and Regulatory departments in addition to the test lab.
- Manage CAD related activities including software utilization, CAD standards, and maintenance.
- Regulatory department responsibilities involved the process of listing products to UL standards and relevant standards worldwide.

Supervisor - Engineering Lab - 1994 - 2000

- Responsible for testing of all products for the New Product Development group.
- Instituted standardized test procedures and policies to ensure data integrity and accuracy.
- Developed the first paperless recording system and process to capture all test data.
- Incorporated digital imaging and automated data acquisition into the testing processes.
- Responsibilities included the supervision and performance assessment of test technicians and personnel.

Sr. / Lab Technician - 1986 - 1994

- Perform testing of new products for performance, life, and compliance.
- Utilized oscilloscopes, DMM, FFT analyzers and various data acquisition systems to capture tools data.
- Responsible for all calibration of equipment and standards.

EDUCATION

Marquette University, Milwaukee, WI
Master of Business Administration

Milwaukee School of Engineering, Milwaukee, WI
Bachelor of Science, Electrical Engineering Technology

Waukesha County Technical College, Waukesha, WI
Associate of Science, Electrical Engineering Technology

INTERESTS AND ACTIVITIES

Computers, soccer, golf, judo, camping, and wood working. Volunteer for theater set building at HUHS and CMS along with various church activities.

UNANAMOUS CONSENT AGENDA
CITY OF HARTFORD
FEBRUARY 14, 2017

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 Common Council minutes of January 10, 2017.
- 2) Authorizing the purchase of AMI electric meters for commercial and industrial customers from Elster Solutions, Inc for a cost not to exceed \$93,383. (Executive Summary attached)
- 3) Authorizing the purchase of one 26KV pad-mounted switchgear from Border States Electric at a cost not to exceed \$16,625. (Executive Summary attached)
- 4) Authorizing the purchase of the Altec DB37 Backyard Digger Derrick from Global Rental, Inc for a price not to exceed \$68,000. (Executive Summary attached)
- 5) Authorizing the purchase of a 2017 GMC Sierra 2500HD 4WD Ext Cab with a flatbed, bumper crane, and snowplowing package for a price not to exceed \$34,332.81. (Executive Summary attached)
- 6) Authorizing approval of the 2017 contract with Stride consulting, LLC for continued GIS implementation at a price not to exceed \$30,000. (Executive Summary attached)

**CITY OF HARTFORD
COMMON COUNCIL
January 10, 2017**

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, met for its regularly scheduled meeting on Tuesday, January 10, 2017, 7:00 p.m., in the Common Council Chambers of Hartford City Hall, Mayor Timothy Michalak presiding.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

The Mayor and all Alderpersons were present.

UNANIMOUS CONSENT AGENDA

MOTION by Alderperson Hegy, and seconded by Alderperson Randolph that the following items on the unanimous consent agenda are approved by the Common Council:

1. The Common Council minutes of December 13, 2016.
2. Authorizing appropriate City officials to purchase a 2017 International truck chassis with a 48' boom from Terex Utilities, Inc., for a price not to exceed \$246,761, budgeted amount of \$250,000. MOTION CARRIED UNANIMOUSLY.

COMMUNICATIONS

City Clerk Lori Hetzel noted that the City of Hartford received a resignation letter from Joe Kohler resigning as 1st District Alderperson effective January 11, 2107. She provided information on the process for filled the vacancy. Clerk Hetzel noted that the next Mid-Moraine dinner meeting will be Wednesday, January 25, hosted by the City of West Bend. Anyone interested in attending the meeting should contact the Clerk's office.

APPEARANCES / CITIZENS COMMENTS

Tom Hostad, Executive Director of the Hartford Area Development Corporation, and Tim Purman, President of the First National Bank, both spoke in support of continuing the contract with Vandewalle & Associates for downtown plan implementation services, which will be considered later in the meeting.

Library Director Jennifer Einwalter introduced recently-hired Assistant Director and Youth Services Librarian Jessica Kuderer to the Common Council.

COMMON COUNCIL (1/10/2017)

ALDERMANIC REQUESTS

Aldersperson Wintringer mentioned some upcoming programs and activities at the Library. The alderpersons thanked Aldersperson Kohler for his service and wished him well in his new endeavors. Aldersperson Hegy mentioned that the Mid-Moraine Legislative Committee will be meeting the evening of January 11th at the Jackson Village Hall. Aldersperson Kohler made some departing remarks, and thanked everyone for their support.

STANDING COMMITTEES

Finance & Personnel Committee

Licenses

MOTION by Aldersperson Meyer, and seconded by Aldersperson Jewell approving the following license: (bartender) Zachary Schaefer. MOTION CARRIED UNANIMOUSLY.

City Taxi Title VI Plan

The City of Hartford is a recipient of federal transportation funds for the Hartford City Taxi service and therefore the City must adopt a Title VI Plan and update the plan every three years to be in compliance.

MOTION by Aldersperson Randolph, and seconded by Aldersperson Mixon adopting the Hartford City Taxi Title VI Plan dated January 10, 2017. MOTION CARRIED UNANIMOUSLY.

Vandewalle & Associates Contract

The proposed contract with Vandewalle & Associates for 2017 is for \$45,000 (versus \$80,000 for 2016). The other downtown partners would contribute \$11,000 to the cost of the contract, and the City's portion would be \$34,000. Failure to continue the City's relationship with Vandewalle & Associates is likely to have a negative impact on downtown development prospects for 2017. City Planner Drew reviewed a number of projects and tasks that Vandewalle completed during 2016, and responded to questions.

MOTION by Aldersperson Wintringer, and seconded by Aldersperson Mixon approving the 2017 contract with Vandewalle and Associates for a Downtown Planning Implementation. MOTION CARRIED UNANIMOUSLY.

RESOLUTIONS

Resolution No. 3469

A PRELIMINARY RESOLUTION FOR THE LEVYING OF SPECIAL ASSESSMENTS UNDER SECTION 66.0703 WI STATUTES FOR THE

COMMON COUNCIL (1/10/2017)

INSTALLATION OF SIDEWALK IN SIMON'S PLEASANT VALLEY ADDITION NO. 2 AND 1396 AND 1440 PATTON DRIVE

MOTION by Alderperson Randolph, and seconded by Alderperson Hegy for the adoption of proposed Resolution 3469. MOTION CARRIED UNANIMOUSLY.

CITY ADMINISTRATOR'S REPORT

Thirteenth-Amended Mid-Moraine Municipal Court Agreement

The only change for 2017 is that the municipal court offices are moving to a new building in West Bend.

MOTION by Alderperson Mixon, and seconded by Alderperson Carroll approving the Thirteenth-Amended Agreement for the Operation of the Mid-Moraine Municipal Court. MOTION CARRIED UNANIMOUSLY.

Craig Bernhagen Sewer and Water Service Agreement

Craig Bernhagen recently purchased a home at 3568 Wayside Drive in the Town of Hartford. Mr. Bernhagen contacted staff to find out the availability of sewer; both sewer and water are available to the property. Annexation in this instance is not possible, as it would create a town island. When municipal services are required and annexation is not possible, the City enters into a municipal sewer and/or water service agreement with the property owner. City Planner Drew reviewed the primary provisions of the proposed sewer and water service agreement, and responded to questions.

MOTION by Alderperson Jewell, and seconded by Alderperson Meyer approving a municipal sewer and water service agreement with Craig Bernhagen for 3568 Wayside Drive. MOTION CARRIED UNANIMOUSLY.

MAYOR'S REPORT

Washington County Board Update

Mayor Michalak provided information on some recent Washington County Board activities.

Community Choir Non-Resident Fee

Mayor Michalak is asking that the Common Council consider overturning the Parks & Recreation Commission's unanimous recommendation to not waive the \$15 non-resident fee for community choir members. Parks & Recreation Director Hermann provided information on the request, and the financial impact of waiving the non-resident fee, and responded to questions. Several alderpersons expressed concern that waiving the non-resident fee for one group might

COMMON COUNCIL (1/10/2017)

set a precedent. It was noted that the community choir does receive a \$6,000 annual subsidy from the City. Mayor Michalak commented on his request that the non-resident fee be waived. The request to overturn the Parks & Recreation Commission's unanimous recommendation to not waive the \$15 non-resident fee for community choir members failed for lack of a motion.

Water Hookup Deadline

On November 28, 2000, the property at 2770 East Sumner Street was annexed into the city along with the Gateway Estates Subdivision. At that time the code required that any annexed property be hooked up to city water within one year. However, at that time this property did not have adjacent access to a water main. In 2003 the water main was extended to this area, and this would have been the first chance to hook up to city water, however the then City Engineer missed it. In 2016, Brian Krebs purchased the property. It was at this time that current staff noticed that the property was not hooked up to water. A letter was then sent to Mr. Krebs on June 24, 2016 stating that code required him to hook up to city water and abandon the private well within one year. Mr. Krebs contacted city staff to see if a variance could be created to this law. Upon review with the City Attorney, it was determined that there are no grounds for a variance as it does not fit the parameters necessary. Mayor Michalak is recommending that the timetable to comply with the city code be extended for Mr. Krebs to five years to tie into the water main and to abandon the private well, with a deadline of January 1, 2022.

There was a discussion as to whether or not to extend the time for Mr. Krebs to hookup the property to city water main. City Administrator Volkert responded to alderperson questions relating to the request. Alderperson Randolph suggested perhaps giving Mr. Krebs 18 months to 2 years rather than 5 years as a compromise and as a way to show support for small business. Brian Krebs, owner of 2770 East Sumner Street, mentioned some of the cost associated with hooking the property to the water main.

MOTION by Alderperson Randolph, and seconded by Alderperson Wintringer extending a water hookup deadline to January 1, 2022 for Brian Krebs to tie into the water main and to abandon the private well at 2770 East Sumner Street. MOTION CARRIED. (Alderperson Hegy voted "nay")

ADJOURNMENT

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

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
CCJAN10.17
Compiled by Pat Borlen, Deputy Clerk

EXECUTIVE SUMMARY

TITLE: Purchase AMI Electric Meters

BACKGROUND: The approved 2017 Capital Improvement Program includes \$125,000 to purchase AMI (Advanced Metering Infrastructure) electric meters as part of the electric meter replacement program. These meters are designed with the most current technology to collect interval data and validate electric usage from our customers which will improve customer service and increase utility efficiencies.

WPPI has a meter data collection and management service which allows members to cost effectively implement AMI systems. Elster and Sensus are the two AMI vendors available under this WPPI service. By supporting two vendors, WPPI's software and maintenance costs are kept at a reasonable level.

WPPI has also partnered with Elster to allow the use of Elster AMI system to read up to 100 meters without incurring the Elster licensing fee. This partnership allows each WPPI member to cost effectively collect, validate and store data for a small group of customers. It's designed to be an economical way to collect interval data while keeping our future AMI vendor options open. As a result of this program, a large number of WPPI members have used this partnership to implement large power AMI and full AMI systems. In 2016, Hartford Electric took advantage of this partnership and implemented an AMI system for our large power customers as part of our Capital Improvement Project. Gatekeepers (antennas) and Elster meters were installed at our large power customers for less than \$14,000.

Our Capital Improvement Program identifies a schedule of the electric and water meters that will be replaced over the next five years. Commercial and industrial electric meters are scheduled to be replaced in 2017/2018 followed by residential replacements in 2019-2021. Water meters are scheduled to be replaced starting in 2019 and will be completed over a six year period.

After reviewing and meeting with the WPPI supported vendors – Elster and Sensus, it was determined that Elster could provide the best solution for Hartford Utilities AMI project. In addition, a study completed by WPPI determined that the meter-to-meter radio mesh network offered by Elster was the best fit (and most cost effective method) for transferring and receiving data from each meter. A cost comparison of both vendors' capital investments costs for water/sewer and electric meter replacements over a six year period are listed below:

AMI Vendor Cost Comparison

Capital Investment	Sensus	Elster
Electric Meters	\$652,691	\$574,212
Water Modules	\$559,230	\$399,450
Tower/Gatekeepers	\$70,000	\$7,040
Install/Training	\$19,000	\$46,640
WPPI Service Fee (MDMS)	\$14,500	\$25,000
Total Capital Investment	\$1,315,421	\$1,052,342

With the Elster AMI meters already installed at our large power customers, our staff had the opportunity to test this system and identify any difficulties that could develop under a full AMI system. This system has proven to function as designed and is the best system for our utility. The Elster AMI system adapts well with our billing software and is the most economical solution available. WPPI supports Elster AMI and the WPPI member utilities using Elster have provided positive feedback regarding the AMI system and the WPPI support they have received in their communities.

Starting in 2017, approximately half of our commercial and industrial meters are scheduled to be replaced. This customer group uses a wide variety of meters which varies based on the service size at each facility. Below is list of the electric meters that are needed to complete this portion of the CIP:

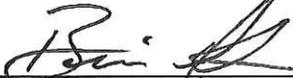
Elster AMI Meters

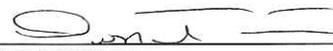
Meter Type	Cost/Meter	Quantity	Total
Form 1S Meters	\$73	10	\$730
Form 4S Meters	\$73	30	\$2,190
Form 2S Meters	\$70	288	\$20,160
Form 2S Remote Disconnect Adder	\$33	96	\$3,168
Form 6S Meters	\$257	30	\$7,710
Form 8S/9S Meters	\$257	105	\$26,985
Form 12S Meters	\$80	20	\$1,600
Form 16S Meters	\$257	120	\$30,840
Total		699	\$93,383

The cost of the Elster meters for this phase of the project amounts to \$93,383 and is under the budget amount identified in the Capital Improvement Program. By comparison, Sensus meters for this project would have amounted to \$113,080. Purchasing the electric meters from Elster for this phase of the project will save the utility \$19,967.

FISCAL IMPACT: \$93,383 from the budgeted \$125,000 proposed in the Capital Improvement Program under Reference No. 380-16-319.

RECOMMENDATION: To purchase AMI electric meters for commercial and industrial customers from Elster Solutions, Inc. for a cost not to exceed \$93,383.

PREPARED BY:  1-31-17
 BRIAN RHODES DATE
 UTILITY DIRECTOR

REVIEWED BY:  1-31-17
 DAWN TIMM DATE
 FINANCE DIRECTOR

APPROVED BY:  1-31-17
 STEVE VOLKERT DATE
 CITY ADMINISTRATOR

Routing: Utility Committee

EXECUTIVE SUMMARY

TITLE: Purchase Pad Mount Switchgear

BACKGROUND: The Village of Slinger recently experienced a power outage which was the result of a pad-mounted switchgear failure. Hartford Electric has a switchgear in our inventory which will be used for this replacement project. As a result, a new switchgear will need to be purchased in order to maintain a safe level of inventory.

S&C pad-mounted switchgears have been the standard switchgear used in Hartford for the last 20 years. This live-front switchgear was recommended and approved by Forster Engineering to be used in our distribution system and has become a standard inventory item. Forster Engineering has once again recommended the S&C switchgear for the project in Slinger. Ground sleeves and fuse terminals for this gear are standard inventory items and are easily interchangeable during maintenance and outages. This switchgear is operator-friendly and has proven to be an extremely reliable gear available at a reasonable cost. Border States Electric is the only authorized S&C vendor for this product in Wisconsin and is the sole-source provider for this inventory item.

FISCAL IMPACT: \$16,625 to be paid to Hartford Electric upon completion of the project.

RECOMMENDATION: To purchase one 25kV PMH-9 pad-mounted S&C switchgear from Border States Electric at a cost not to exceed \$16,625.00.

PREPARED BY:  1-31-17
BRIAN RHODES
UTILITY DIRECTOR DATE

REVIEWED BY:  1-31-17
DAWN TIMM
FINANCE DIRECTOR DATE

APPROVED BY:  1-31-17
STEVE VOLKERT
CITY ADMINISTRATOR DATE

Routing: Utility Committee

EXECUTIVE SUMMARY

TITLE: Purchase Used Backyard Digger Derrick

BACKGROUND: The approved 2017 Capital Improvement Program includes \$68,000 to purchase a used, track mounted digger derrick machine. This versatile piece of equipment will promote safety and improve crew efficiency while working on rear-lot overhead rebuild projects. It will be used in Hartford and Slinger and will be an addition to our fleet.

Similar to our traditional digger derrick truck, this unit is designed primarily for setting poles and transformers near energized conductors. However, this unit is unique because it is designed specifically to be used in backyards and other remote locations. The narrow, compact design allows easy access to backyards and can also travel through most fence gates. The digger derrick moves on a track system to reduce lawn damage and diminishes costly restoration expenses. Unlike our traditional digger derrick, this machine can also be equipped with an aerial bucket which allows line workers to safely work on the poles from a bucket rather than climbing the pole.

Minimum specifications for a used machine included an 18" auger, ability to drill and set a 40' pole, a detachable aerial bucket and handheld remote controls. Vendors and rental companies were contacted regarding the availability of a used machine with these specifications. Since this machine is unique, it can be challenging to locate used machines which typically become available when contractors replace worn equipment or when rental companies upgrade their fleet so they have the most marketable unit for rent.

Through our search, a number of used backyard machines were located. A majority of the machines found were older and appeared to have been heavily used and showed substantial signs of wear and tear. While these units have a lower cost, they will likely require more maintenance and would need to be replaced at an accelerated rate. As a result, these units were not considered.

A machine that met our specifications was located at the Global Rental Co., Inc. They have an Altec DB37 rental unit for sale that is only six years old. It surpasses our expectations and is capable of setting a 45 foot pole and a 14,000 lb. trailer is included with the purchase. The machine is in very good condition and only has a few areas of surface rust where the paint has worn away, which is typical on used machines. It operates smoothly and is similar to the units we have rented or borrowed from other utilities. Global Rental Co., Inc. submitted a quote of \$68,000 for the Altec DB37 Backyard Digger Derrick which is within our approved budget.

FISCAL IMPACT: \$68,000 to be derived from the 2017 Capital Improvement Program under Reference No. 380-17-324.

RECOMMENDATION: To purchase the Altec DB37 Backyard Digger Derrick from Global Rental, Inc. for a price not to exceed \$68,000.

PREPARED BY: Brian Rhodes 2-2-17
BRIAN RHODES
UTILITY DIRECTOR DATE

REVIEWED BY: Dawn Timm 2-1-17
DAWN TIMM
FINANCE DIRECTOR DATE

APPROVED BY: Steve Volkert 1-31-17
STEVE VOLKERT
CITY ADMINISTRATOR DATE

Routing: Utility Committee

EXECUTIVE SUMMARY

TITLE: Purchase of a 2017 GMC Collection System Service Vehicle.

BACKGROUND: The Sewer Utility's approved 2017 Capital improvements Program Includes \$37,000 for the replacement of the Collection System's current Service Utility Truck to help improve the service ability for the collection system and operators. Job requirement changes, along with current and potential major costs and issues with the existing vehicle made replacement a priority for the Utility.

Bid proposals were received from three of five fleet & commercial dealers who received a request to bid, with their final proposals listed below.

<u>Dealers:</u>	<u>Price:</u>
1. Bob Fish, West Bend WI.	\$36,782.00
2017 GMC Sierra 2500HD 4WD Ext Cab 158.1" (Including Flatbed-bumper crane, and snowplowing package)	
2. Uptown Automotive, Slinger WI.	\$35,939.00
2017 Chevrolet Silverado 2500HD 4WD Ext Cab 158.1" (Including Flatbed-bumper crane, and snowplowing package)	
3. Holiday Automotive, Fond du lac WI.	\$34,332.81
2017 GMC Sierra 2500HD 4WD Ext Cab 158.1" (Including Flatbed-bumper crane, and snowplowing package)	

FISCAL IMPACT: **\$34,332.81** from the budgeted \$37,000 in the Sewer Utility Capital Improvement Program under Reference No. 370-11-157.

RECOMMENDATION: It is the recommendation of the Sewer Utility Director to accept the proposal and authorize appropriate City Officials to enter into an agreement with Holiday Automotive, Fond du lac, WI for the Purchase of a 2017 GMC Sierra 2500HD 4WD Ext Cab with a Flatbed, bumper crane, and snowplowing package for a price not to exceed **\$34,332.81**.

PREPARED BY: David R Piquett 2/1/2017
Dave Piquett Date
Plant and Collection Systems Director

REVIEWED BY: Dawn Timm 2/1/17
Dawn Timm Date
Finance Director/Treasurer

APPROVED BY: Steve Volkert 2-1-17
Steve Volkert Date
City Administrator

ROUTING: Utility Committee - February 6, 2017
Common Council - February 14, 2017

CHEVROLET • BUICK • GMC • Cadillac



• Mazda



A Mike Shannon Automotive Company

1/24/17

PROPOSAL FOR CITY OF HARTFORD

SEWER UTILITY DEPARTMENT

Holiday Automotive proposes to deliver per enclosed specification sheets:

2017 GMC Sierra 2500 HD for: \$30,274.81

Less trade of 2010 Ford F250 of: <\$14,500.00>

Plus upfits per spec sheet of: \$18,558.00

For a total before plate and title of: \$34,332.81

Tim Whealon

Holiday Automotive

Hwy 41 & 23
P.O. Box 188
Fond du Lac, WI 54936-0188
800-236-4123
www.holidayautomotive.com

Thank you for driving with us.

"Proud to be named a top 100 dealership to work for by Automotive News!"

Sales: 920 /921-8898 • Budget Center: 920 / 923-8680 • Service: 920 /923-8444 • Body: 920 /923-8450 • Parts: 920 /923-4123 • Fax: 920 /923-8454

Chevrolet

1101 E. Commerce Blvd. (Hwy 60)
P.O. Box 590
Slinger, Wisconsin 53086
(262) 644-8800
Fax: (262) 644-2460

Uptown Automotive Group

Chrysler Dodge Jeep

1111 E. Commerce Blvd. (Hwy 60)
P.O. Box 290
Slinger, Wisconsin 53086
(262) 644-8400
Fax: (262) 644-2410

visit us at uptownmotors.com

January 25, 2017

City of Hartford
109 N. Main St.
Hartford, WI 53027

Attn: David Piquett

Dear Dave,

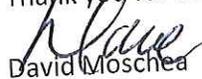
Please find enclosed the quote, as per your specifications for a 2017 Chevrolet Silverado 2500 HD Double Cab truck plus the asked for unfits. Quote is as follows:

2017 Chevrolet 2500 Silverado	\$41,430.00
Fleet Discount	<u>(10,869.00)</u>
Price	\$30,561.00
Trade 2010 Ford F250	
VIN AEB09269	<u>13,000.00</u>
Your price Chassis	\$17,561.00
Monroe Truck Upfit	10,780.00
Plow 9Fft snoway ext. wing	<u>7,598.00</u>
Total Price	\$35,939.00

*Plus any and all tax title license & documentation fees.

Delivery can be made in approximately 14 weeks after receipt of your purchase order.

Thank you for the opportunity.


David Moschea

Director Fleet & Commercial Sales
Uptown Motorcars Inc., Slinger, WI 53086
Phone 262-644-8800
Cell 414-651-0841



LINCOLN

CHEVROLET

CHRYSLER

Dodge

Jeep

RAM



GMC



2275 S. Main St. • West Bend, WI 53095
West Bend (262) 338-2235 • Milwaukee (262) 387-2000

Mr. David Piquett
City of Hartford
109 N Main Street
Hartford, WI 53027

January 4, 2017

Informal Bid

Mr. Piquett

Our delivered price for the attached truck after trade of your 2010 Ford F250 is \$ 36,782.00

Sincerely
Jim Schnoll

A handwritten signature in blue ink that reads "Jim Schnoll".

Bob Fish GMC
414-459-0700



HOLIDAY AUTOMOTIVE

TIM WHEALON | 920-921-8898 | TWHEALON@HOLIDAYAUTOMOTIVE.COM

CITY OF HARTFORD

[Fleet] 2017 GMC Sierra 2500HD (TK25953) 4WD Double Cab 158.1"





HOLIDAY AUTOMOTIVE

TIM WHEALON | 920-921-8898 | TWHEALON@HOLIDAYAUTOMOTIVE.COM

[Fleet] 2017 GMC Sierra 2500HD (TK25953) 4WD Double Cab 158.1"

Selected Model and Options

MODEL

CODE	MODEL	MSRP
TK25953	2017 GMC Sierra 2500HD 4WD Double Cab 158.1"	\$39,220.00

COLORS

CODE	DESCRIPTION	MSRP
GAZ	Summit White	\$0.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 1907. Data Updated: Jan 22, 2017 9:27:00 PM PST.



HOLIDAY AUTOMOTIVE

TIM WHEALON | 920-921-8898 | TWHEALON@HOLIDAYAUTOMOTIVE.COM

[Fleet] 2017 GMC Sierra 2500HD (TK25953) 4WD Double Cab 158.1"

ADDITIONAL EQUIPMENT

CODE	DESCRIPTION	MSRP
—	Bluetooth for phone, personal cell phone connectivity to vehicle audio system (Included and only available with (IOB) 7" diagonal color display radio with IntelliLink.)	Inc.
9J4	Bumper, rear, delete (Included with (ZW9) pickup box delete.) *CREDIT*	Inc.
9L7	Upfitter switches, (4) Provides 4-30 amp circuits to facilitate installation of aftermarket electrical accessories.	\$125.00
AG1	Seat adjuster, driver 10-way power (Included and only available with (AZ3) front 40/20/40 split-bench seat. Requires (H2R) Dark Ash seat trim.)	Inc.
C99	Air bag deactivation switch, frontal passenger-side (Included and only available with (ZW9) pickup box delete on Double Cab and Regular Cab models. Not available on Crew Cab models.)	Inc.
DF2	Mirrors, outside high-visibility vertical trailering-style, Black with manual folding and extension and lower convex spotter glass (Not available with (PCR) Sierra Fleet Convenience Package.)	\$70.00
JL1	Trailer brake controller, integrated (Included with (PEF) Sierra Convenience Plus Package. Requires (Z82) trailering equipment, (ZW9) pickup box delete or (9J4) rear bumper delete.)	\$275.00
KI4	Power outlet, 110-volt AC (Included with (PEF) Sierra Convenience Plus Package.)	\$150.00
KW5	Alternator, 220 amps (Included with (VYU) Snow Plow Prep Package when ordered with gas or diesel engines.)	Inc.

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 1907. Data Updated: Jan 22, 2017 9:27:00 PM PST.



HOLIDAY AUTOMOTIVE

TIM WHEALON | 920-921-8898 | TWHEALON@HOLIDAYAUTOMOTIVE.COM

[Fleet] 2017 GMC Sierra 2500HD (TK25953) 4WD Double Cab 158.1"

NZZ	Underbody Shield, frame-mounted shields includes front underbody shield starting behind front bumper and running to first cross-member, protecting front underbody, oil pan, differential case and transfer case (Included with (VYU) Snow Plow Prep Package.)	Inc.
R9Y	Fleet Free Maintenance Credit This option code provides a credit in lieu of the free oil changes, tire rotations and inspections (2 maximum), during the first 24 months and 24,000 miles period for this ordered vehicle. The invoice will detail the applicable credit. The customer will be responsible for all oil change, tire rotations and inspections costs for this vehicle. (Requires one of the following Fleet or Government order types: FBC, FBN, FCA, FCN, FEF, FLS, FNR, FRC or FGO. Not available with FDR order type.) *CREDIT*	(\$90.00)
RVS	LPO, Black tubular assist steps, 4" round (dealer installed) (Not available with (RVQ) 6" rectangular Black tubular assist steps, LPO, (VXJ) 4" round chrome tubular assist steps, LPO, (S6V) cargo box retractable side assist step, LPO or (VXH) 6" rectangular chrome tubular assist steps, LPO.)	\$630.00
SFW	Backup alarm calibration This calibration will allow installation of an aftermarket back up alarm. (Not available with SEO (8S3) back-up alarm or (UY2) trailer wiring provisions. Included with (ZW9) pickup box delete.)	Inc.
TRW	Provision for cab roof-mounted lamp/beacon provides an instrument panel-mounted switch and electrical wiring tucked beneath the headliner for a body upfitter to connect a body-mounted warning or emergency lamp (Included with (VYU) Snow Plow Prep Package.)	Inc.
VQ2	Fleet processing option	\$0.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 1907. Data Updated: Jan 22, 2017 9:27:00 PM PST.



HOLIDAY AUTOMOTIVE

TIM WHEALON | 920-921-8898 | TWHEALON@HOLIDAYAUTOMOTIVE.COM

[Fleet] 2017 GMC Sierra 2500HD (TK25953) 4WD Double Cab 158.1"

VYU	Snow Plow Prep Package includes power feed for backup and roof emergency light, (KW5) 220-amp alternator with gas or diesel engine, forward lamp wiring harness, (TRW) provision for cab roof mounted lamp/beacon, (NZZ) underbody shields and Heavy-Duty front-springs (Only available on 4WD models. Upgradeable to (KHB) dual, 150 amps and 220 amps each alternators with (L5P) Duramax 6.6L Turbo Diesel V8 engine.)	\$385.00
-----	---	----------

PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION	MSRP
1SA	Work Truck Preferred Equipment Group includes standard equipment	\$0.00

SEAT TYPE

CODE	DESCRIPTION	MSRP
AZ3	Seats, front 40/20/40 split-bench, 3-passenger. Includes driver and front passenger recline with outboard head restraints and center fold-down armrest with storage. Includes manually adjustable driver lumbar, lockable storage compartment in seat cushion, and storage pockets. (Requires (IOB) 7" diagonal color touch screen display radio with IntelliLink. Includes (AG1) driver 10-way power seat adjuster and requires (H2R) Dark Ash or (H0U) Jet Black interior trim. Not Available with (H0U) Jet Black interior trim on Double Cab.)	\$435.00

EMISSIONS

CODE	DESCRIPTION	MSRP
FE9	Emissions, Federal requirements	\$0.00

PAINT

CODE	DESCRIPTION	MSRP
GAZ	Summit White	\$0.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
 Data Version: 1907. Data Updated: Jan 22, 2017 9:27:00 PM PST.



HOLIDAY AUTOMOTIVE

TIM WHEALON | 920-921-8898 | TWHEALON@HOLIDAYAUTOMOTIVE.COM

[Fleet] 2017 GMC Sierra 2500HD (TK25953) 4WD Double Cab 158.1"

GVWR

CODE	DESCRIPTION	MSRP
GEH	GVWR, 9500 lbs. (4309 kg) (Requires (L96) Vortec 6.0L V8 SFI engine. Not available with TK25943 or TC25903 model.) (STD)	\$0.00

AXLE

CODE	DESCRIPTION	MSRP
GT5	Rear axle, 4.10 ratio (Requires (L96) Vortec 6.0L V8 SFI engine.)	\$0.00

SEAT TRIM

CODE	DESCRIPTION	MSRP
H2R	Jet Black/Dark Ash, Cloth seat trim	\$0.00

RADIO

CODE	DESCRIPTION	MSRP
IOB	Audio system, 7" Diagonal Color Touch Screen with IntelliLink, AM/FM with USB ports, auxiliary jack, Bluetooth streaming audio for music and most phones, Pandora Internet radio and voice-activated technology for radio and phone (Includes (UQ3) 6-speaker audio system.)	\$200.00

ENGINE

CODE	DESCRIPTION	MSRP
L96	Engine, Vortec 6.0L Variable Valve Timing V8 SFI, E85-compatible, FlexFuel capable of running on unleaded or up to 85% ethanol (360 hp [268.4 kW] @ 5400 rpm, 380 lb-ft of torque [515.0 N-m] @ 4200 rpm (Does not include E85 capability with (ZW9) pickup box delete.) (STD)	\$0.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 1907. Data Updated: Jan 22, 2017 9:27:00 PM PST.



HOLIDAY AUTOMOTIVE

TIM WHEALON | 920-921-8898 | TWHEALON@HOLIDAYAUTOMOTIVE.COM

[Fleet] 2017 GMC Sierra 2500HD (TK25953) 4WD Double Cab 158.1"

TRANSMISSION

CODE	DESCRIPTION	MSRP
MYD	Transmission, 6-speed automatic, heavy-duty, electronically controlled with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking (STD) (Requires (L96) Vortec 6.0L V8 SFI engine.)	\$0.00

WHEELS

CODE	DESCRIPTION	MSRP
PYN	Wheels, 17" (43.2 cm) steel includes 17" x 7.5" (43.2 cm x 19.1 cm) steel spare wheel. Spare not included with (ZW9) pickup box delete unless a spare tire is ordered. (STD)	\$0.00

TIRES

CODE	DESCRIPTION	MSRP
QHQ	Tires, LT245/75R17E all-season, blackwall (STD)	\$0.00

SUSPENSION PKG

CODE	DESCRIPTION	MSRP
Z85	Suspension Package, Handling/Trailering, heavy-duty includes 51mm twin tube shock absorbers and 33mm front stabilizer bar (STD)	\$0.00

BODY CODE

CODE	DESCRIPTION	MSRP
ZW9	Pickup box, delete includes capped fuel fill, (SFW) Back-up alarm calibration, (9J4) rear bumper delete, spare tire delete and spare tire carrier delete. If equipped, deletes capless fuel fill, (Z82) trailering equipment, (A91) remote locking tailgate, (A60) locking tailgate, (PPA) EZ-Lift and Lower tailgate, (SAF) tire carrier lock and (JL1) trailer brake controller. (Requires long box model T*259*3.) *CREDIT*	(\$735.00)

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 1907. Data Updated: Jan 22, 2017 9:27:00 PM PST.



HOLIDAY AUTOMOTIVE

TIM WHEALON | 920-921-8898 | TWHEALON@HOLIDAYAUTOMOTIVE.COM

[Fleet] 2017 GMC Sierra 2500HD (TK25953) 4WD Double Cab 158.1"

PAINT SCHEME

CODE	DESCRIPTION	MSRP
ZY1	Paint, solid	\$0.00
Options Total		\$1,445.00

Quote Worksheet

	MSRP
Base Price	\$39,220.00
Dest Charge	\$1,195.00
Adjustments	\$0.00
Total Options	\$1,445.00
Subtotal	\$41,860.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$11,585.19)
Subtotal Discount	(\$11,585.19)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$30,274.81
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$30,274.81

Comments:

PRICE DOES NOT INCLUDE TAX, TITLE OR PLATE.

2010 Ford F250
 w/- 8' PLATFORM
 w/- CRANE ATTACHED
 w/o - REMOVE BULKHEAD

\$ 14,500.00

 \$ 15,774.81

Dealer Signature / Date

Customer Signature / Date

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 1907. Data Updated: Jan 22, 2017 9:27:00 PM PST.



OPTIONS FOR CHASSIS UPFIT

MONROE BODY

- 8' WOOD PLATFORM BODY
 - POLY FENDERS
 - SR-5A CRANE INSTALLED
 - BACK UP ALARM
- TOTAL INSTALLED ON CHASSIS \$10,960.00

KNAPHEIDE BODY

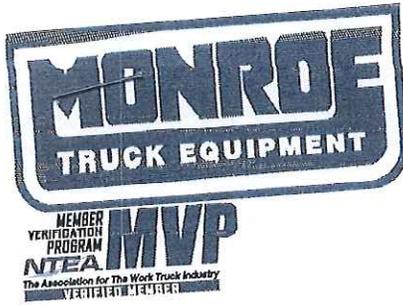
- 8' WOOD PLATFORM BODY
 - POLY FENDERS
 - SR-5A CRANE INSTALLED
 - BACK UP ALARM
- TOTAL INSTALLED ON CHASSIS \$10,553.00

SNOW WAY PLOW

- 9' MODEL 32C \$6575.00
- EXT WING KIT \$728.00
- SNOW DEFLECTOR \$295.00

CUSTOMER TO USE EXISTING BULKHEAD FOR PLATFORM

Hwy 41 & 23
P.O. Box 188
Fond du Lac, WI 54936-0188
800-236-4123
www.holidayautomotive.com



QUOTATION
 Monroe Truck Equipment
 1151 W Main Avenue
 DePere, WI 54115
 Phone: 920-347-4189
 Fax: 920-336-8118
 Email: jmartins@monroetruck.com
www.monroetruck.com

Quote Number: 2JEM000465
 Job Order Number:
 Quote Date: 1/20/2017
 Quote valid until: 2/19/2017
 Terms: C.O.D.
 Salesperson: HAWKINS, MAX
 Quoted By: John Martins

Customer: CITY OF HARTFORD, (1004550)
 109 N MAIN STREET
 HARTFORD, WI 53027

Contact:
 Phone:
 Fax:
 Email:

Dealer Code: _____
 P.O. Number: _____

REASSIGN (Required for pool units): Fleet Retail
 MSO/MCO (ONLY check if legally required): MSO MCO

Accepted by: _____ Date: _____
Customer must fill out the information above before the order can be processed.

Chassis Information				Chassis Color:	Cab Type: REGULAR
Year: 2017	Make: GMC	Model: SIERRA 2500	Chassis Color:	F.O. Number #:	Vin:
Single/Dual:	CA: 56.0 CT: -1.0	Wheelbase: 134.0			

Comments:

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

DESCRIPTION	AMOUNT
8'X78", PH V/L VERSA-LINE WOOD PLATFORM	
- 5" X 10 GA. STEEL RUB RAILS	
- STAKE POCKETS SIZED TO FIT 2" X 4" LUMBER OR STAKES	
- 3" STRUCTURAL CHANNEL CROSS MEMBERS ON 12" CENTERS	
- STRUCTURAL CHANNEL LONGITUDINALS GUSSETED TO EVERY CROSSMEMBER	
- RUBBER MOUNTED CLEARANCE LIGHTS	
- PAINTED BLACK	
- RUBBER REAR FLAPS	
- 7-WAY TRAILER RECEPTACLE	
- MINIMIZER SRW POLY FENDERS - BLACK	
- INSTALLED	
S.R.5A STO-AWAY BUMPER CRANE - A008-0820	
** 1,500# LIFTING CAPACITY	
** CLASS 4 RECEIVER HITCH; 12,000 LB. PULL / 1,200 LB. TONGUE WEIGHT SHALL BE BUILT-IN.	
** TWO BOOM HEIGHTS SETTINGS	
** LICENSE PLATE LIGHTS	
** CAM LOCK PORT	
** STANDARD OUTRIGGER LEG	
** GALVANIZED STEEL CABLE - 50'	
** PLASTIC HAND CONTROL	
** INTEGRATED REVERSE/TAIL LIGHTS	
** 270* DEGREE ROTATION/** 360* DEGREE AVAILABLE UPON REQUEST - NO CHARGE	
** ALUMINUM LOCKING LID	
** POSI-LOCK MAST	
- THIS ALLOWS OPERATOR TO LOCK THE CRANE INTO PLACE EVERY 22-1/2* DEGREES THROUGHOUT IT'S	
ROTATION	
**B.L.G.L. WINCH STEEL CABLE	
- THIS OPTION NEEDED FOR DOING ANY BELOW GROUND LIFTING.	
- IT PREPARES THE WINCH TO HAVE A POSITIVE CABLE ATTACHMENT IF YOU WERE TO GET TO THE LAST WRAP	
OF CABLE	
** INSTALLED	
Quote Total:	\$10,451.00

Additional Options:

DESCRIPTION	AMOUNT	ADD TO QUOTE
BACKUP ALARM	\$109.00	Yes / No
WIRELESS HAND REMOTE FOR CRANE - INCLUDES 2 FOBS IN ADDITION TO STANDARD HAND HELD CONTROLLER	\$220.00	Yes / No

Notes:

- ◆ Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- ◆ Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- ◆ State and Federal taxes will be added where applicable. **Out-of-state municipal entities may be subject to Wisconsin sales tax.**
- ◆ Restocking fees may be applicable for cancelled orders.

SNO-WAY® 32 Contractor

Move it.

The Professional's Straight Blade Plow. Professional Strength. Professional Results.



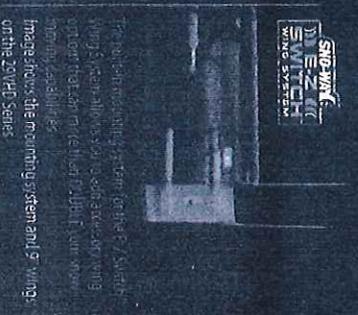
COMMERCIAL

The 32 Contractor Series snow plow offers snow removal professionals a rugged straight plow that combines close tolerance manufacturing, industry leading hydraulics and patented electronics for long term performance. This 32 inch high blade is constructed with a 1/2 gauge steel welded moldboard designed with slot and lock engineered components. The tallest straight plow series in the Sno-Way line is available in 8'5", 9'0" and 10'0" lengths. This 32 Contractor Series Straight plow is made for the professional who needs to get the job done. This snowplow comes standard with our patented Down Pressure hydraulic system allowing the savvy contractor to add 250 lbs of down force at the touch of a button. Add the optional E-Z Switch™ wings and you will double the capacity of the 32 Contractor making you the smartest player in the business. Sno-Way engineers solutions that make sense and the E-Z Switch wings make sense for those wanting to double their snow-moving capabilities without destroying the integrity of the base blade system. So, add the wings, move more snow and crush the competition.

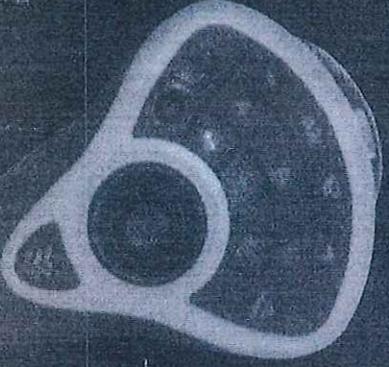


FEATURES

- » Patented Ground Hugger™ Blade Design
 - Keeps Plow on the Ground
- » Quick Jack Plow Stand
 - Easy and Fast to Operate
- » Tubesteel Tab-Slot and Lock Construction
 - Engineered for Load Force Absorption
 - Engineered to Last
- » Pre-Drilled Top Blade Rail
 - Allows for E-Z Installation of E-Z Fit Deflector
- » Custom Designed to Accept the E-Z Switch™ Wings
 - More than Doubles Snow Moving Capacity
- » Fast-Force Hydraulic System
 - Simple Direct Linkage to a Frame
 - Easy to Fill
- » EIS™ — Energy Interruption System
 - Down-time reduction
 - Corrosion elimination
 - Plug and play design
- » Triple-Coat Protection
 - Zinc Phosphate Wash
 - Automotive E-Coat Primer
 - Military Grade Powder Coat Finish



The new high moving system for the E-Z Switch wing system allows you to add a new wing option to your current blade. Light, low maintenance, and easy to use. The image shows the mounting system and 9" wings on the 25VHD Series.



Control your snow-moving machine with a touch of a button using Sno-Way's Wireless Pro Control™ or Sno-Way's Wired Pro Control™.

Professional Strength

Executive Summary

Title: Execution of an Agreement – GIS Implementation Contract with Stride Consulting, LLC

Background: The approved 2017 Capital Improvement Project Budget includes funds to contract with a consultant to continue implementing the Geographic Information System (GIS) Strategic Implementation Plan. The existing consultant contract with Symbiont expired at the end of 2016.

We have been with Symbiont for two years. We followed our primary consultant, Stephen Schmidt, to Symbiont after his previous company stopped doing GIS. Now, Stephen and Symbiont have parted ways, and Stephen has started his own consulting company Stride Consulting, LLC.

Both Symbiont and Stride submitted proposals for GIS services for the remainder of 2017. Staff reviewed both proposals, and are recommending Stride. Stride’s Billing rates are lower, so more can get done under the proposal. Stride also tailored their proposal to the City’s identified key needs for 2017. Finally, Stephen has a strong working relationship with a number of departments, which offers better continuity.

Under the proposed 2017 contract, Stride identified 10 needs that it would address for the City in 2017.

Need #1: Conduct stormwater catch basin inspections through a digital form on a mobile tablet.

Need #2: Automate stormwater catch basin inspection reporting process for City engineer.

Need #3: Update basemap attribute information for the City’s 911 system on a quarterly basis.

Need #4: Update the City’s public safety app to list all addresses at each apartment complex.

Need #5: Conduct sanitary lift station inspections through a digital form on a mobile tablet.

Need #6: Add laterals to sanitary gravity mains map layer from 2017 televising videos.

Need #7: Automate EAB tree removal and replacement/maintenance activity report.

Need #8: Provide public voting location app.

Need #9: Upon request, individualized GIS training for staff.

Need #10: Identify any additional GIS data gaps and potential solutions.

Fiscal Impact: The approved Capital Improvement Project Budget for 2017 is \$35,000. The proposal is within the budget.

Recommendation Staff recommends approval of the 2017 contract with Stride Consulting, LLC for continued GIS Implementation at a price not to exceed \$30,000.

Prepared By: Justin Drew 2/8/17
Justin Drew, Date
City Planner

Reviewed By: Dawn Timm 2/9/17
Dawn Timm, Date
Finance Director

Approved By: Steve Volkert 2-9-17
Steve Volkert, Date
City Administrator

ROUTING: FINANCE & PERSONNEL 02/14/17
COMMON COUNCIL 02/14/17



STRIDE CONSULTING LLC PROPOSAL TO PROVIDE GIS SERVICES FOR CITY OF HARTFORD, WI

OVERVIEW

Stride Consulting LLC (hereafter, "Stride") is pleased to submit this proposal for Geographic Information Systems (GIS) support services to the City of Hartford (hereafter, "the City") to assist the City in achieving GIS goals. The City would like to increase the value of its current GIS by streamlining access to the GIS data and providing methods to promote internal data sharing. The City plans to increase GIS use by staff through individualized training, additional Application (app) development, and utilizing field data collection tools.

Project Background

Since 2008, the City has steadily expanded the scope, size, and functionality of its GIS use. This progression has evolved through several distinct phases. The first phase was the construction of a GIS geodatabase. The City converted, imported, and organized its map layers from AutoCAD format to Environmental Systems Research Institute (ESRI) GIS geodatabase format.

The second phase of the City's GIS implementation was the creation of advanced GIS applications (apps) for staff and community use. The community GIS app provides residents with access to parcel ownership information, parcel assessment information, administrative boundary lines, park locations, and zoning information. For internal staff, multiple apps have been created. These apps include a website the building inspector uses to access the City's parcel permits and violations database in the field, and an app which allows emergency response personnel to access structure plans and fire hydrant flow rates in the field.

In 2016, the City began a new phase in its GIS expansion - mobile data collection. The Sanitary and Public works departments are actively updating the City's GIS remotely from the field as work occurs. The City Sanitary department began conducting manhole inspections through digital forms on a tablet connected directly to the GIS database. They also began tracking the progress of their gravity main cleaning through a tablet connected to the City GIS. The Public Works department is tracking the progress of removing ash trees within the City that have become infected with the Emerald Ash Borer (EAB). The tracking of tree removal and replacement is done by City employees through a direct connection to the City's GIS. Through the use of these internal GIS apps, more staff than ever are utilizing GIS.

Additional City departments that have benefited from GIS expansion are Administration and Law Enforcement. During election years, Administration uses GIS to create voting location lists (Aldermanic District and Ward) based on voter addresses. Additionally, Law Enforcement updated their 911 emergency response system in 2016, which included a new feature that displays the location of the emergency call on a City map. The map used in this system is provided by the City's GIS.

Objectives

The objectives listed below are considered GIS priorities for 2017:

- **Need #1:** Conduct stormwater catch basin inspections through a digital form on a mobile tablet.
- **Need #2:** Automate stormwater catch basin inspection reporting process for City engineer.



- **Need #3:** Update basemap attribute information for the City's 911 system on a quarterly basis.
- **Need #4:** Update the City's public safety app to list all addresses at each apartment complex.
- **Need #5:** Conduct sanitary lift station inspections through a digital form on a mobile tablet.
- **Need #6:** Add laterals to sanitary gravity mains map layer from 2017 televising videos.
- **Need #7:** Automate EAB tree removal and replacement/maintenance activity report.
- **Need #8:** Provide public voting location app.
- **Need #9:** Upon request, individualized GIS training for staff.
- **Need #10:** Identify any additional GIS data gaps and potential solutions.

Technical/Project Approach

Stride plans to continue to leverage the City's existing ESRI ArcGIS platform to address the above listed GIS needs. ArcGIS Online provides a collaborative content management system which stores City GIS layers, and can be used to create GIS web apps and forms for data collection.

Need #1 Approach

Currently the City performs its stormwater catch basin inspections on paper. A picture is taken at each location, and the required information is written down. The data collected and the catch basin picture are manually entered into a report that is submitted to the Wisconsin Department of Natural Resources (DNR). Using ArcGIS Collector® (Collector) the process of conducting catch basin inspection data could be refined.

The form fields on the paper inspection form will be added to the catch basin layer in the GIS. At that point, those fields will be available to be populated from a tablet with the Collector app. Data entered in Collector is stored in the City's GIS Geodatabase. The amount of time taken to enter inspection data on the tablet is shorter than the time to handwrite all observations due to the use of pre-loaded drop-down fields. Pictures of the catch basins can be taken with the same tablet used to record the inspection data. The pictures will be stored in the GIS geodatabase and hyperlinked to the specific catch basin that they represent.

Need #2 Approach

Currently, the City generates the DNR-required stormwater catch basin report by re-entering the data from the paper forms used in the field into the report template. The pictures taken on a digital camera are downloaded and inserted into the report.

Once the form data is stored in GIS, the report generation process could be automated, saving significant time. The data needed for the report can be retrieved through a geodatabase query, and then downloaded to the Comma Separated Value (CSV) file. A custom Microsoft Excel Macro could be recorded to format the data and images for the report. The final step would involve copying and pasting collected data into Microsoft Word to complete the report.

Need #3 Approach

The City's 911 system uses a dynamic basemap to display locations of incoming calls. The basemap is generated from GIS. Since the 911 City's system cannot use Washington County real-time GIS server layers, the basemap will need to be updated as new data become available. Washington and Dodge Counties update some of their datasets on quarterly bases. The data will simply need to be downloaded from the Counties on a quarterly basis and exchanged with existing map data.



Need #4 Approach

The City's Public Safety app was fully implemented in 2016. While it is functioning correctly, the parcel address information will need to be reconfigured to give Emergency Responders a more accurate location for the emergency. A problem occurs when the call comes in from an apartment complex. Based on how Washington and Dodge Counties parcel layers are set up, only one address is listed for each parcel. When the responder enters the address associated with the call, multiple buildings appear, but the responder cannot ascertain which building the call is originating from to view the structure plan.

The solution to this problem will be to manually attach the structure plans in the apartment complexes to the appropriate buildings. Since this problem only occurs with apartments, the manual attachment solution is suitable.

Need #5 Approach

The City's Sanitary department is currently using paper forms for Lift Station Inspections. They would like to expand their current ArcGIS Collector use to Lift Station inspections. The paper form fields will be added to the attribute table for the Lift Stations layer in the City geodatabase. Once the attribute table is updated, the corresponding fields will be available to be updated by Collector, real-time in the field, and the inspection data will be stored in the City's geodatabase. Once in the geodatabase, the data is available to be queried and symbolized by the City's GIS web apps.

Need #6 Approach

The City's GIS currently contains Sanitary gravity main locations, but not the lateral lines, which run from the mains to individual houses. The City is in the process of televising its gravity mains to better gauge their condition. Televising videos provide the City with the opportunity to add the lateral locations into GIS. A new Sanitary lateral layer will be added to the City geodatabase. Since the City will take six years to televise the mains, the corresponding laterals will be digitized into GIS over time, as they are identified.

Need #7 Approach

The City would like to streamline the process of reporting EAB tree removal and replacement maintenance activities to the DNR. The City Public Works department is currently updating the City GIS street tree layer to show when ash trees were removed, which staff removed them, when they were removed, and what tree species replaced the ash tree.

Since this data will be available in GIS, a Microsoft Excel Macro, similar to the one that could be used for catch basin data formatting, could be used to format EAB tree maintenance activities. The data needed for the report can be retrieved through a geodatabase query, and then downloaded to the CSV file. A custom Microsoft Excel Macro could be recorded to format the data and images for the report. The final step involves copying and pasting the data into Microsoft Word to complete the report.

Need #8 Approach

During election years, the City Administration Department provides voters with poll locations based on their address. Currently, this information is stored as a comprehensive list, provided to voters upon request. GIS could be used to refine the process of handling poll location inquiries through an app. The app would allow the user to enter their address into a form, which would result in a map displaying the exact voting location. If the person inquiring about voting has an internet connection, the Administration department could simply direct them to the app for an answer to their voting location question.



Need #9 Approach

Individualized staff training upon request has been identified as the best method to expand GIS use by City employees. Custom one-on-one training results in more confidence and a better understanding of GIS methods among City staff. Ultimately, individualized training leads to more consistent use of GIS by staff members over time.

Need #10 Approach

As additional GIS datasets become available or identified, if they are believed to offer potentially significant value or cost savings to the City, they will be incorporated into the current geodatabase. Stride will set aside 8 hours in fiscal year 2017 for a data gap analysis to identify any datasets that would provide additional value or cost savings if added to the City's existing GIS.

Project Deliverables

Following is a complete list of all project deliverables:

Deliverable	Description
Deliverable #1: Catch Basin Inspection Form	Create a form in ArcGIS Collector that stores Catch Basin inspection information directly in the City's GIS geodatabase.
Deliverable #2: Automated Catch Basin Reporting Macro	A Microsoft Excel Macro which formats the Catch Basin inspection information into a pre-determined report format.
Deliverable #3: Updated basemap for 911 System	The basemap for the City's 911 system will be updated on a quarterly basis as the data becomes available from Dodge and Washington Counties.
Deliverable #4: Public Safety App Update	Update to the City's public safety app to list all addresses at each apartment complex.
Deliverable #5: Sanitary Lift Station Inspection App	Conduct sanitary lift station inspections through a digital form on a mobile tablet.
Deliverable #6: Sanitary Laterals Addition	Add the laterals to the sanitary gravity mains map layer from 2017 televising videos.
Deliverable #7: Automated EAB Reporting Macro	Automate EAB tree removal and replacement maintenance activities report.
Deliverable #8: Voting Location App	Create an app that will inform the user where to vote based on an entered address.

Timeline for Execution

Key project dates are outlined below. Dates are best-guess estimates and are subject to change until a contract is agreed upon.

Description	Start Date	End Date	Duration
Project Duration	February 1 st 2017	December 29 th 2017	11 Months
Milestone 1: Stormwater Data Collection and Reporting Tools	February 1 st 2017	March 31 st 2017	2 Months
Milestone 2: 911 Basemap Updates	Ongoing	Ongoing	11 Months
Milestone 3: Public Safety App Update	April 3 rd 2017	April 7 th 2017	1 Week
Milestone 4: Lift Station Inspection App	April 10 th 2017	April 28 th	3 Weeks
Milestone 5: Sanitary Laterals	May 1 st 2017	May 26 th 2017	4 Weeks
Milestone 6: Automated EAB Reporting	May 29 th 2017	June 2 nd 2017	1 Week



Milestone 7: Voting Location App	June 5 th 2017	June 23 rd 2017	3 Weeks
Milestone 8: On request, individualized, GIS training	Ongoing	Ongoing	11 Months
Milestone 9: Data Gap Analysis	June 26 th 2017	June 26 th 2017	1 Day

PRICING

The following table details the pricing for delivery of the services outlined in this proposal. The work outlined will be completed for a firm fixed price of \$30,000. Stride will charge \$75 per hour of work completed.

Services Costs	Price
Stormwater Data Collection and Reporting Tools	\$5,000.00
911 Basemap Updates	\$3,000.00
Public Safety App Update	\$2,000.00
Lift Station Inspection App	\$3,000.00
Sanitary Laterals	\$3,000.00
Automated EAB Reporting	\$2,000.00
Voting Location App	\$3,000.00
On request, individualized, GIS training	\$7,000.00
Data Gap Analysis	\$2,000.00
Total Services	\$30,000.00

Disclaimer: The prices listed in the preceding table are an estimate for the services discussed. This summary is not a warranty of final price. Estimates are subject to change if project specifications are changed or costs for outsourced services change before a contract is agreed upon.

CONCLUSION

We look forward to working with the City and supporting your efforts to improve GIS capacity and functionality. We are confident that we can meet the challenges ahead, and stand ready to partner with you in delivering effective GIS solutions.

Please direct questions concerning this proposal to Stephen Schmidt at (262)744-0329 or stephen@stridegroupllc.com.

Thank you for your consideration,

Stephen M. Schmidt
Owner/Principal Consultant
Stride Consulting, LLC



AGREEMENT

THE CONSULTING AGREEMENT (the "Agreement") dated January 25, 2017

BETWEEN:

_____ of

The City of Hartford, WI.

- AND -

Stephen M. Schmitt
_____ of

Stride Consulting, LLC.



TERMS AND CONDITIONS

In these terms and conditions, Stride Consulting, LLC is referred to as "Stride" and the party to whom the Proposal is addressed is referred to as "the City" (collectively "the Parties" or individually the "Party"). The services and deliverables are detailed in the Proposal. The offer outlined in our Proposal is open for acceptance by The City for a period of 30 days after which the offer shall lapse, unless otherwise notified by Stride.

1. The Agreement

1.1 The agreement made by the Parties comprises:

- 1.1.1 Stride's written proposal issued to the City in connection with the Services (the "Proposal");
- 1.1.2 the Schedule of Charges where one has been included in the Proposal;
- 1.1.3 these terms and conditions;

1.2 The Agreement shall be deemed accepted by the City upon the City's signature of the Agreement.

1.3 Variations or additions to the Agreement can be made. However, both Parties must agree to the variation or addition in writing.

2. Provision of Services and Deliverables

2.1 Stride undertakes that it will perform the services and supply the deliverables expressly described in the Proposal ("the Services") with excellent skill and care.

2.2 Stride will use consultants with appropriate skills and experience for the provision of the Services. Stride may only replace those consultants with consultants of suitable experience and suitability.

2.3 Stride agrees to deliver the Services within a reasonable time. Both Parties will use all reasonable endeavors to meet any target date, project plan or time table referred to in the Agreement ("Date").

2.4 The City acknowledges and agrees that where Stride designs, builds, develops, delivers, customizes or integrates any product or other deliverable provided as a part of the Services (including without limitation software) it does so as a consultant providing services and not as a supplier or manufacturer of goods.

3. Client's Obligations

3.1 Stride may need access to the City's facilities, information, tools and resources for and during the provision of the Services. If requested by Stride, the City, without charge to Stride, will provide access to these to the extent reasonably requested by Stride and shall cooperate with Stride to the extent reasonably required to achieve the objectives set out in the Agreement. The City shall further make decisions and inform Stride of the results of those decisions when Stride reasonably requests it to do so for Stride's performance of the Services.

3.2 The City acknowledges that, in giving any opinion or advice in the course of provision of the Services, Stride relies on the information about the City or any project described in the Proposal provided to it by The City and does not seek to establish the reliability of such information; accordingly. The City:

- 3.2.1 undertakes to provide complete and accurate information about itself and about any such project which is or may be relevant to the Services and to provide such other information as Stride may reasonably request; and
- 3.2.2 warrants that any such information provided is accurate, complete and not misleading.

4. Fees and Payment

4.1 The Agreement describes the proposed fees, costs and expenses for the Services ("the Price"). Fees based on time and materials or on an estimate do not constitute a fixed price.

4.2 All fees, costs and expenses referred to in the Agreement are exclusive of sales and similar taxes of any kind.

4.3 Unless otherwise agreed in writing, the City shall pay all fees, costs and expenses related to the Services upon receipt of an invoice from Stride.

5. Limitations and Exclusions

5.1 Each Party accepts liability without limit for death or personal injury to any person due to its negligence or the negligence of its employees.

5.2 In respect of any liability other than those falling within clause 5.1 above and subject to clause 5.4, each Party's total liability arising out of or in connection with the Agreement shall not exceed in aggregate 100% of the total fees payable by The City under this Agreement.

5.3 Neither Party shall in any circumstances be liable to the other whether in contract, tort (including negligence) or otherwise for any loss of profit, loss of contracts, loss of benefit, loss of production, loss of availability, loss of data, loss of anticipated savings, loss of reputation, loss of goodwill or loss of use suffered or incurred directly or indirectly by the other Party, any consequential, indirect or special loss or damage howsoever arising and of whatsoever nature or any punitive or exemplary damages.

5.6 Stride shall not in any circumstances be liable to The City for any loss or damage resulting from a modification of, adjustment or repair to the results of the Services or from any use by The City of such results in a manner outside the reasonable contemplation of the Parties at the time the Agreement was made. Any such modification, adjustment, repair or use shall be undertaken at The City's sole risk.

5.7 Stride shall have no liability to the City to the extent that such liability would not have arisen but for a breach by The City of its obligations under the Agreement and without limiting the foregoing Stride shall not be liable for any failure to meet any Date if such failure would not have occurred but for the City's failure to meet any Date or for The City's breach of the Agreement.



5.8 Stride shall not be liable for any defect, wastage or other loss whatsoever in, of or arising from equipment, hardware or software or other items or made available to Stride by the City ("Client Materials") which shall be held, worked on and used at The City's risk.

5.9 Stride shall not be responsible for any loss, damage, cost or expense arising from, or from any defect, mistake or inaccuracy in any Client Materials or information specified or supplied by The City; any loss, damage, cost or expense arising there from shall be for the sole account of the City.

5.10 Stride's liability for Client Materials specified or provided to Stride by the City or otherwise held or worked on by Stride on behalf of the City shall be limited to the lesser of the basic raw material cost of the materials or an independent external valuation of such materials.

5.11 Nothing in this Agreement shall limit a Party's liability for fraud, fraudulent misrepresentation or deceit.

6. Forecasts and Recommendations / Third Party Services

7.1 Statements made by Stride relating to the Services, and all recommendations, opinions surveys and forecasts (together "Forecasts") in the Agreement, or any report, presentation or other communication are made in good faith on the basis of information available at the time and such Forecasts are addressed only to the City. Whilst Stride will use reasonable skill and care in the preparation of such Forecasts, neither Stride nor any consultant employed or engaged by Stride shall have any liability in relation to losses or damage incurred as a result of or in relation to the City's reliance on such opinions or recommendations and Client acknowledges that such liability is a business risk of The City.

7.2 Implementation of the results of the Services and the City's completion of any project of which the Services form part may require the involvement or supervision of or giving advice to third parties engaged by the City. Stride strongly recommends that the City obtain independent advice before entering into any legally binding commitment with any such third parties.

7.3 Stride may, during its performance of the Services, make statements about or recommendations of third party products, software, equipment or services. Stride gives no warranty in relation to such products, software, equipment or services, and the City shall rely solely on the warranties and remedies provided by any such third party with whom it may contract.

7.4 Without limiting any other provision of these terms and conditions, Stride will use reasonable endeavors to assist the City to minimize risk and additional cost or delay relating to the involvement in the City's project of any third parties involved in manufacturing or the provision of other services or goods to the City: in no circumstance shall Stride be liable for any failure by any such third party to supply goods or perform services within particular timescales or to particular specifications.

7.5 Where the Services include the provision of software, the City acknowledges that all software contains errors or defects and that the presence of errors or defects in software in particular does not mean that the Services have been performed negligently or in breach of contract. Accordingly, debugging, error correction or other remedial work will be at the City's cost.

7. Termination

8.1 Either Party may at any time and without cause terminate the Agreement on giving 30 days' written notice of termination to the other Party.

8.2 Upon termination under clause 8.1, The City shall pay Stride all sums due in respect of the Services provided and expenses incurred prior to termination.

8. Third Party Rights

No person or entity other than The City shall have any rights to enforce any of the terms of the Agreement against Stride.

9. Publicity

12.1 The City agrees that Stride may:

12.1.1 refer to the City on its client lists; and

12.1.2 refer to the nature of the Services contracted for provided that the City is not identified.

12.2 Neither Party shall make any statement about the Services to the press or the public without the other Party's written consent.

10. Waiver

No failure, delay or indulgence by either Party in exercising any power or right under the Agreement shall operate as a waiver of that power or right.



6300 C Street SW
P. O. Box 3265
Cedar Rapids, IA 52406
Fax: 319-790-1374

City or Village of Hartford
City Mayor/City Manager
109 N Main St
Hartford, WI 53027

Notification of: Yellowbook's Washington County, WI Directory

Dear City Mayor/City Manager:

I am mailing information about our upcoming Yellowbook phone book delivery of the **Washington County, WI** directory. During this time, Hartford will see an increase in phone books in the curbside and drop point recycling containers. As you may already know, the Yellowbook is 100% recyclable. I just want to provide the city with advance notice of the deliveries and also contact information in case the city or your residents have any questions.

Below is the information regarding our upcoming delivery:

Directory –**Washington County, WI**

Approximate Delivery Start Date –**5/1/2017**

Approximate Delivery End Date –**5/22/2017**

hibu Market Manager –**Jason Karwedsky**

hibu Market Manager Contact Number –**414-405-3698**

To order additional Yellowbook directories, please call **1-800-YB Yellow (1-877-607-0775)**. Your residents have the choice about future phone book directories. Residents can opt-out by visiting www.yellowpagesoptout.com and can learn more about recycling options at www.recycleyellowbook.com. The back of this letter features recycling and opt-out information that can be posted on your community information board.

Do not hesitate to contact the Market Manager with any questions or concerns. Feel free to forward or post this information.

Sincerely,
Claudia Steadman
Distribution Customer Service



Your out-of-date Yellowbook is 100% recyclable

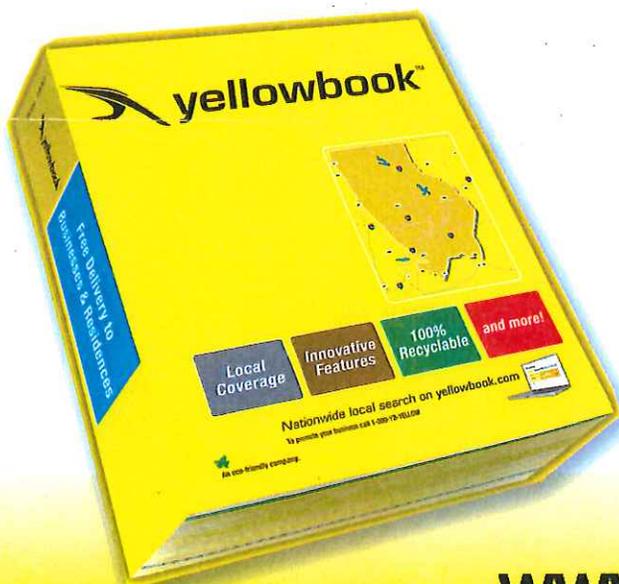


Did you know Yellowbooks are...

- made from recycled fiber, discarded wood chips & pulp
- printed with biodegradable soy ink
- bound together with vegetable based glue
- a new eco-friendly 7" x 9" size using 33% less paper
- recycled into new phone books, made into cellulose insulation and used to make packaging such as boxes and containers



Learn more at www.recycleyellowbook.com



You can select which phone books you wish to receive

www.yellowpagesoptout.com

EXECUTIVE SUMMARY

TITLE: A Public Hearing for the levying and collecting of special assessments under Section 66.0703 Wis. Statutes for the installation of sidewalk along PATTON DRIVE AND SIMON DRIVE, in the Simon's Pleasant Valley Addition No. 2 Subdivision and CSM No. 6209, located in the NW ¼ of Section 27, T10N, R18E, City of Hartford, Washington County, Wisconsin.

BACKGROUND: The Developer's Agreement for Simon's Pleasant Valley Addition No. 2 states under Section II (E) that sidewalk shall be required on both sides of each street within and abutting the subdivision with construction being deferred until the sidewalk could connect to other City sidewalk/paths and the Common Council authorization to do so. With the bike path along Hwy. K and the Simon Drive connection to the Hartford Square II development now complete, the Common Council approved the preliminary resolution for the levying of special assessments for the installation of the sidewalk at its January 10, 2017 meeting.

The Engineer's Report on the special assessments for the installation of the sidewalk has been available in the City Clerk's office for review and is attached to this summary.

The costs to install the sidewalk along Patton Drive and Simon Drive will be collected with the adoption of the final resolution after the sidewalk is installed by the City's contractor and will be special assessed to each owner per square foot as shown in the Engineer's Report. All property owners were mailed a copy of the Preliminary Resolution and the Cost Estimate for the sidewalk special assessment. Bids for the sidewalk installation will be received on February 14, 2017. The Share of Cost will be adjusted based upon the 2017 Sidewalk Bid and recalculated using the actual low bid results.

A Final Resolution for the levying and collecting of special assessments under Section 66.0703 Wis. Statutes for the installation of sidewalk along Patton Drive and Simon Drive in Simon's Pleasant Valley Addition No. 2 Subdivision and CSM No. 6209 will be brought to the Common Council for approval at its February 28, 2017 meeting. The final resolution will authorize the installation of sidewalk and will include an updated cost for each property based on the bids received. The final resolution will need to provide an option for the property owners to pay for the sidewalk special assessment in installments. The Common Council needs to determine the number of installments.

FISCAL IMPACT: The City will collect approximately **\$72,678.13** for the installation of sidewalk adjacent to Patton Drive and Simon Drive as a special assessment from property owners.

RECOMMENDATION: Proceed with the preparation of a Final Resolution for the Levying and Collecting of Special Assessments under Section 66.0703 Wisconsin Statutes for the installation of *sidewalk* adjacent to Patton Drive and Simon Drive in the Simon's Pleasant Valley Addition No. 2 Subdivision and CSM No. 6209, located in Section 27, T10N, R18E, City of Hartford, Washington County, Wisconsin. Include in the Final Resolution the option to pay for special assessments in five (5) annual installments.

PREPARED BY: Jason W. Schall 2-1-17
Jason W. Schall
City Engineer Date

REVIEWED BY: Darryl Kranz Feb 1 2017
Darryl Kranz
Director of Public Works Date

REVIEWED BY: Ian Prust _____
Ian Prust
City Attorney Date

REVIEWED BY: Justin Drew 2/1/17
Justin Drew
City Planner Date

REVIEWED BY: Dawn Timm 2/2/17
Dawn Timm
Finance Director/Treasurer Date

APPROVED BY: Steve Volkert 2-1-17
Steve Volkert
City Administrator Date

ROUTING: Common Council - February 14, 2017

EXHIBIT A
SIMON'S PLEASANT VALLEY ADDITION NO. 2
and CSM NO. 6209

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Sidewalk Footage	Sq. Ft. Installed	Estimated Share of Costs
1	36-2702-002-013 619 Simon Drive	LOT 1, Block 4 Simon's Pleasant Valley Add #2 Doc. 1415168 SEC 27-10-18	Stephen M. O'Morrow Lindsay L. O'Morrow 619 Simon Drive Hartford, WI 53027	59	295	\$2,044.35
2	36-2702-002-012 629 Simon Drive	LOT 2, Block 4 Simon's Pleasant Valley Add #2 Doc. 873345 + 1385890 SEC 27-10-18	Jill Reinke 629 Simon Drive Hartford, WI a53027	54	270	\$1,871.10
3	36-2702-002-011 637 Simon Drive	LOT 3, Block 4 Simon's Pleasant Valley Add #2 Doc. 777763 SEC 27-10-18	Paul J. Kunkel Robin Becker 637 Simon Drive Hartford, WI 53027	55	275	\$1,905.75
4	36-2702-002-010 649 Simon Drive	LOT 4, Block 4 Simon's Pleasant Valley Add #2 Doc. 1199994 SEC 27-10-18	David A. Groves Denise M. Christenson 649 Simon Drive Hartford, WI 53027	53	265	\$1,836.45
5	36-2702-002-009 655 Simon Drive	LOT 5, Block 4 Simon's Pleasant Valley Add #2 Doc. 869785 SEC 27-10-18	Kevin & Angela Weber 655 Simon Drive Hartford, WI 53027	52	260	\$1,801.80
6	36-2702-002-008 669 Simon Drive	LOT 6, Block 4 Simon's Pleasant Valley Add #2 Doc. 1389861 SEC 27-10-18	Kevin & Liza Knitter 669 Simon Drive Hartford, WI 53027	53	265	\$1,836.45
7	36-2702-002-007 677 Simon Drive	LOT 7, Block 4 Simon's Pleasant Valley Add #2 Doc. V1768 P262 SEC 27-10-18	Bryan & Kelly Morey 677 Simon Drive Hartford, WI 53027	72.5	362.5	\$2,512.13
8	36-2702-010-001 1319-1321 Patton Dr. (Corner Lot)	LOT 1, Block 5 Simon's Pleasant Valley Add #2 Doc. 833131, 935278, 1291696, 1291697 SEC 27-10-18	Todd & Geri Davis 1321 Patton Drive Hartford, WI 53027	189	945	\$6,548.85
9	36-2702-010-002 664 Simon Drive	LOT 2, Block 5 Simon's Pleasant Valley Add #2 Doc. 1247928 SEC 27-10-18	Keith & Julie Welak 664 Simon Drive Hartford, WI 53027	56	280	\$1,940.40

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Sidewalk Footage	Sq. Ft. Installed	Estimated Share of Costs
10	36-2702-010-003 1316 Valley View Rd (SIMON DR SIDE)	LOT 3, Block 5 Simon's Pleasant Valley Add #2 Doc. 1396570 SEC 27-10-18	Robert & Holly Lemmer 1316 Valley View Road Hartford, WI 53027	145	725	\$5,024.25
11	36-2702-010-011 1331 Patton Drive	LOT 11, Block 5 Simon's Pleasant Valley Add #2 Doc. 1347389 SEC 27-10-18	Jesus Ferreira 1331 Patton Drive Hartford, WI 53027	54	270	\$1,871.10
12	36-2702-010-012 1343 Patton Drive	LOT 12, Block 5 Simon's Pleasant Valley Add #2 Doc. 7898626 SEC 27-10-18	Murray & Jacqueline Sullivan 1343 Patton Drive Hartford, WI 53027	55	275	\$1,905.75
13	36-2702-010-013 1351 Patton Drive	LOT 13, Block 5 Simon's Pleasant Valley Add #2 Doc. 860363 SEC 27-10-18	Scott & Ann MacPherson 1351 Patton Drive Hartford, WI 53027	55	275	\$1,905.75
14	36-2702-010-014 1363 Patton Drive	LOT 14, Block 5 Simon's Pleasant Valley Add #2 Doc. 1091186 SEC 27-10-18	Paulino Carlo Basora Elizabeth Basora 1363 Patton Drive Hartford, WI a53027	58	290	\$2,009.70
15	36-2702-010-015 1371 Patton Drive	LOT 15, Block 5 Simon's Pleasant Valley Add #2 Doc. 880990 SEC 27-10-18	Michael Meckl Wendy Kuntz 1371 Patton Drive Hartford, WI 53027	58	290	\$2,009.70
16	36-2702-010-022 1429 Patton Drive	LOT 19, Block 5 Simon's Pleasant Valley Add #2 Un 1 Patton Estates Condo Doc. 827109 (CSM # 5113) SEC 27-10-18	Cynthia S. Berghammer 1429 Patton Drive Hartford, WI 53027	20.5	102.5	\$710.33
17	36-2702-010-021 1427 Patton Drive	LOT 19, Block 5 Simon's Pleasant Valley Add #2 Un 2 Patton Estates Condo Doc. 827109 (CSM # 5113) SEC 27-10-18	David & Colleen Simon 1427 Patton Drive Hartford, WI 53027	20.5	102.5	\$710.33
18	36-2702-010-020 1443 Patton Drive	OUTLOT 1, Block 5 Simon's Pleasant Valley Add #2 Doc. V1681 P495 SEC 27-10-18	Robert & Sue Bliese 4292 Pleasant Hollow Rd Jackson, WI 53037	178	890	\$6,167.70
19	36-2702-009-001 620 Simon Drive	LOT 1, Block 6 Simon's Pleasant Valley Add #2 Doc. 1169592 SEC 27-10-18	William J. Steffen Becket A. Ellis 620 Simon Drive Hartford, WI 53027	55	275	\$1,905.75

No.	Tax Key No. Address	Property Description	Owner Mailing Address	Sidewalk Footage	Sq. Ft. Installed	Estimated Share of Costs
20	36-2702-009-002 1320 Patton Drive (Corner Lot)	LOT 2, Block 6 Simon's Pleasant Valley Add #2 Doc. 810130 + 811379 SEC 27-10-18	Dawn M. Bodart 1320 Patton Drive Hartford, WI 53027	221	1105	\$7,657.65
21	36-2702-009-009 1334 Patton Drive	LOT 3, Block 6 Simon's Pleasant Valley Add #2 (Un. A Empty Nesters Condo) Doc. 782598 SEC 27-10-18	Francis & Mary Sherfinski 1334 Patton Drive Hartford, WI 53027	32	160	\$1,108.80
22	36-2702-009-010 1338 Patton Ddrive	LOT 3, Block 6 Simon's Pleasant Valley Add #2 (Un. B Empty Nesters Condo) Doc. 782598 SEC 27-10-18	Glen & Jean Norlander 1338 Patton Drive Hartford, WI 53027	32	160	\$1,108.80
23	36-2702-009-019 1396 Patton Drive	Lot 1, CSM 6209 Doc. 1179653 Pt of NW NW SEC 27-10-18	M&K Services, Inc. d/b/a HAPPY HOLLOW LEARNING CENTER 3172 Glacier Drive Hubertus, WI 53033	215	1075	\$7,761.35
24	36-2702-009-020 1440 Patton Drive	Lot 2, CSM 6209 Doc. 1179653 Pt of NW NW, V1410 P504 SEC 27-10-18	Jerome & June Ertenberg 2368 Hall Road Hartford, WI 53027	246	1230	\$8,523.90
			TOTAL	2088.5	10442.5	\$72,678.13

Excel/ProjectCosts/SpecialAssessments/SimonsPleasantValleyAdd2-2016

EXHIBIT "B"

ENGINEER'S REPORT

A FINAL RESOLUTION FOR THE LEVYING AND COLLECTING OF SPECIAL ASSESSMENTS UNDER SECTION 66.0703 WISCONSIN STATUTES FOR THE INSTALLATION OF SIDEWALK ALONG **PATTON DRIVE AND SIMON DRIVE**, IN SIMON'S PLEASANT VALLEY ADDITION NO. 2 SUBDIVISION AND CSM NO. 6209, LOCATED IN NW 1/4 OF SECTION 27, T10N, R18E, CITY OF HARTFORD, WASHINGTON COUNTY, WISCONSIN

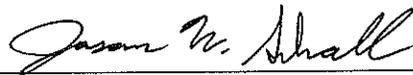
Sidewalk will be installed along Patton Drive and Simon Drive in Simon's Pleasant Valley Addition No. 2 Subdivision and CSM No. 6209, in the NW ¼ of Section 27, T10N, R18E, during the 2017 construction season to serve 24 properties as listed on **Exhibit A**.

The preliminary resolution for this project was adopted by the Common Council in Resolution No. 3469 on January 10, 2017. These properties are being assessed on a per front footage basis. The costs to install this sidewalk have been estimated based on the bid cost for the 2016 Sidewalk Replacement Program, plus a 5% increase. The total estimated cost for the installation of 2,088.5 L.F. of sidewalk is **\$72,678.13**.

At its meeting on January 23, 2007, the City of Hartford Common Council adopted a policy which allows property owners within the City of Hartford to pay special assessments on a 7-year payment plan for various improvements, with interest being paid each year at 1% over City borrowing costs. Based on the latest City of Hartford borrowing, the City Finance Director indicated that the interest rate for this project would be 4% (the City's borrowing rate, plus 1%).

I have personally reviewed the property listed in this report, and find that they will benefit by the construction of these sidewalk improvements. The assessment costs are reasonable and the property is assessed by the front foot assessment method. The sidewalk installation is in accordance with the City of Hartford's Ordinance and the 2017 Sidewalk Replacement Program bid documents and cost estimates are on file at the City Engineer's Office at City Hall, Hartford, Wisconsin.

Dated this 13th day of January, 2017.



Jason W. Schall, P.E.
City Engineer, City of Hartford

**CITY OF HARTFORD
NOTICE OF PUBLIC HEARING**

PLEASE TAKE NOTICE that a PUBLIC HEARING will be held on *February 14, 2017* at *7:00 p.m.* or thereafter in the Common Council Chambers at the lower level of City Hall, 109 North Main Street, Hartford, Wisconsin, by the Common Council of the City of Hartford, regarding final special assessments under Section 66.0703 Wisconsin Statutes for the installation of *sidewalk* on both sides of Patton Drive and Simon Drive in the Simon's Pleasant Valley Addition No. 2 Subdivision and CSM No. 6209, along 24 properties located in the NW 1/4 of Section 27, T10N, R18E, City of Hartford, Washington County, Wisconsin. The Preliminary Special Assessment Resolution for this project was adopted in Resolution No. 3469 by the Common Council on January 10, 2017.

The City Engineer's Report on the special assessments for the installation of *sidewalk* is available for viewing in the City Clerk's office in City Hall between the hours of 7:30 a.m. and 4:30 p.m. Monday – Friday by appointment.

The purpose of said Public Hearing is to hear those persons who wish to comment for or against the final special assessments for the installation of *sidewalk* on Patton Drive and Simon Drive in the Simon's Pleasant Valley Addition No. 2 Subdivision and CSM No. 6209 located in the NW 1/4 of Section 27, T10N, R18E, City of Hartford and City of Hartford, Washington County, Wisconsin.

Dated this 13th day of January, 2017.

Lori Hetzel
City Clerk
City of Hartford

Easy Peel® Labels
Use Avery® Template 5160®

▲
Feed Paper  Bend along line to
expose Pop-Up Edge™

 **AVERY® 5160®**

David A. Groves
Denise M. Christenson
649 Simon Drive
Hartford, WI 53027

Kevin & Angela Weber
655 Simon Drive
Hartford, WI 53027

Keith & Julie Welak
664 Simon Drive
Hartford, WI 53027

Kevin & Liza Knitter
669 Simon Drive
Hartford, WI 53027

Bryan & Kelly Morey
677 Simon Drive
Hartford, WI 53027

Robert & Holly Lemmer
1316 Valley View Road
Hartford, WI 53027

Todd & Geri Davis
1321 Patton Drive
Hartford, WI 53027

Dawn M. Bodart
1320 Patton Drive
Hartford, WI 53027

Jesus Ferreira
1331 Patton Drive
Hartford, WI 53027

Francis & Mary Sherfinski
1334 Patton Drive
Hartford, WI 53027

Glen & Jean Norlander
1338 Patton Drive
Hartford, WI 53027

Murray & Jacqueline Sullivan
1343 Patton Drive
Hartford, WI 53027

Scott & Ann MacPherson
1351 Patton Drive
Hartford, WI 53027

Carlo & Elizabeth Basora
1363 Patton Drive
Hartford, WI 53027

Michael Meckl/Wendy Kuntz
1371 Patton Drive
Hartford, WI 53027

M&K Services, Inc.
d/b/a HAPPY HOLLOW
3172 Glacier Drive
Hubertus, WI 53033

David & Colleen Simon
1427 Patton Drive
Hartford, WI 53027

Cynthia S. Berghammer
1429 Patton Drive
Hartford, WI 53027

Jerome & June Ertenberg
2368 Hall Road
Hartford, WI 53027

Robert & Sue Bliese
4292 Pleasant Hollow Rd
Jackson, WI 53037

Stephen & Lindsay O'Morrow
619 Simon Drive
Hartford, WI 53027

William Steffen/Becket Ellis
620 Simon Drive
Hartford, WI 53027

Jill Reinke
629 Simon Drive
Hartford, WI 53027

Paul Kunkel Robin Becker
637 Simon Drive
Hartford, WI 53027

Étiquettes faciles à peler
Utilisez le gabarit AVERY® 5160®

▲
Sens de
chargement

Repliez à la hachure afin de
révéler le rebord Pop-Up™

www.avery.com
1-800-GO-AVERY

Mailed 1/13/17

Étiquettes faciles à peler
Utilisez le gabarit AVERY® 5160®

▲
Sens de
chargement

Repliez à la hachure afin de
révéler le rebord Pop-Up™

www.avery.com
1-800-GO-AVERY

CONSENT & WAIVER
 OF SPECIAL ASSESSMENT NOTICES AND HEARINGS
 UNDER SECTION 66.60 (18), WIS. STATS.

The undersigned owners of the property described below have submitted to you a petition for a preliminary plat of Simon's Pleasant Valley Addition No. 2, the following described property located in the City of Hartford, Washington County, Wisconsin:

Being a part of the NW 1/4 of the NW 1/4 of Section 27, T10N, R18E, City of Hartford, Washington County, Wisconsin.

Commencing at the Northwest corner of said Section 27; thence S 00° 19' 08" E 528.45 feet; thence N 88° 56' 27" E 230.01 feet; thence S 00° 19' 08" E 17.98 feet; thence along the right-of-way line of Valley View Road N 88° 56' 27" E 550.83 feet; thence along the right-of-way line of Valley View Road and the arc of a curve 50.11 feet, having a radius of 116.00 feet, a delta of 24° 45' 11" and a chord bearing of N 78° 40' 56" W, 49.73 feet; thence along the right-of-way line of Valley View Road and the arc of a curve 80.40 feet, having a radius of 116.00 feet, a delta of 39° 42' 46" and a chord bearing of N 46° 26' 58" W, 78.80 feet; thence N 88° 56' 27" E 216.53 feet; thence N 00° 21' 18" W 177.48 feet; thence N 88° 57' 42" E 174.40 feet; thence along the right-of-way line of County Trunk Highway "K" N 02° 35' 09" W 169.61 feet; thence S 86° 59' 20" W 10.00 feet; thence N 03° 00' 40" W 98.91 feet; thence S 88° 53' 29" W 780.71 feet; thence N 01° 06' 31" W 168.00 feet; thence S 88° 53' 29" W 472.83 feet to the point of beginning.

In consideration of your approval of the Subdivider's Agreement of Simon's Pleasant Valley Addition No. 2 Subdivision and the construction by the City of Hartford, Wisconsin, of the following proposed public improvements described as:

sanitary sewer and laterals to the lot line; watermain and laterals to the lot line; storm sewer and related retention/detention basins; electrical distribution system including street lamps; site grading; road grading and gravel including turning and passing lanes; curb and gutter; asphalt, bike path, sidewalk, and street signage.

We hereby admit that these improvements will benefit the property as described above and consent to the levying of special assessments against our premises under Section 66.60, Wis. Stats., for the cost of these improvements.

In accordance with Section 66.60 (18), Wis. Stats., we hereby waive all special assessment notices and hearings required by Section 66.60, Wis. Stats., and we further agree and admit that the benefit to our property from the construction of these improvements is reasonable and appropriate.

The undersigned agrees to pay any amount assessed by the City for the cost of construction, supervision, and administration applicable to the installation and construction of these improvements within 30 days of billing.

CONSENT & WAIVER
Page 2

This consent and waiver runs with the land and benefits and binds the respective personal representatives, heirs, successors, and assigns of the undersigned.

by: 
ROBERT J. BLIESE
Robert J. Bliese

STATE OF WISCONSIN)
COUNTY OF WASHINGTON)

Personally came before me, this 16th day of April, 1997, Robert J. Bliese, to me known to be the person who executed the foregoing instrument.

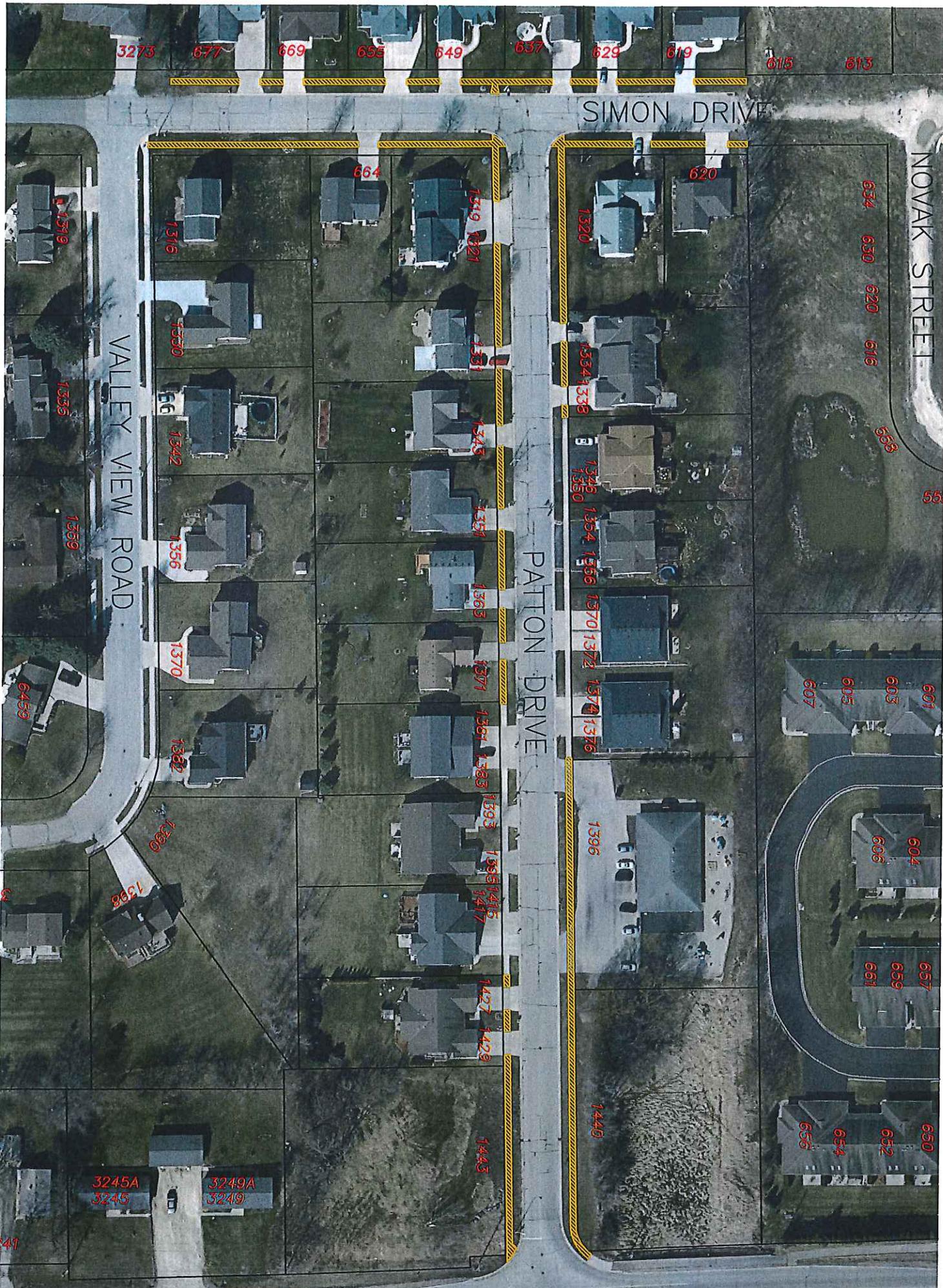

Notary Public, State of Wisconsin
My Commission Expires: 10-12-97 10/12/97
Bonnie Colclasure

This instrument was drafted by Brian D. Turk, Director of Planning and Community Development.

RETURN TO: Attorney Karen Christianson
O'Meara Law Firm
P. O. Box 429
Hartford, WI 53027

SUBBLSE

NEW SIDEWALK



NOVAK STREET

SIMON DRIVE

PATTON DRIVE

VALLEY VIEW ROAD

634 630 620 616

628

601

603

605

607

604

606

657

659

661

650

652

654

656

620

1320

1334

1338

1345

1350

1354

1356

1370

1372

1374

1376

1396

1440

1319

1321

1331

1343

1345

1351

1353

1363

1371

1381

1383

1393

1395

1415

1417

1427

1429

1443

664

1316

1330

1342

1342

1356

1370

1382

1390

1398

3245A
3245

3249A
3249

3273

677

669

655

649

637

629

619

615

613

241

Executive Summary

Title: Discussion and Consideration of having Hartford Electric refinance the Washington Heights senior apartment complex debt

Background: In December of 2016, the Hartford CDA completed the buyout of Washington Heights from BMO Harris Bank. A Partnership between the HCDA and M&I Bank's Community Development Corporation was created in 2003 (called Washington Heights Investors in Community Housing, or WHICH, LLC), in order to facilitate the development of the Washington Heights senior apartment complex. This was a Section 42 project that was awarded tax credits.

The tax credit period ended in 2015, and BMO Harris Bank (which had purchased M&I Bank) indicated a desire to end the partnership. Staff and the CDA board pursued a buyout in order to be released from some of the operating agreement restrictions and costs. The total buyout cost was \$4,500. In addition, removing BMO Harris allows the CDA to pursue refinancing the existing note on the facility, as well as folding debts owed from WHICH to the CDA for startup and development costs into a new loan. Washington Heights owes the CDA \$416,568 in a deferred development fee, \$148,074 in construction payables, \$124,864 in an operating deficit loan, and \$133,811 in accrued interest (\$823,317 total). The current loan balance is \$1,612,309.71.

Staff approached local banks for proposals to refinance most or all of this debt into one new package. These proposals would save Washington Heights compared to their existing note payment. The proposal with the lowest initial rate (3.95% for 5 years, then readjusting for an additional 5 years, remaining balance to be refinanced at end of term), would result in lower payments of approximately \$22,500 per year, and total projected interest paid of approximately \$1,100,000 over 20 years.

However, in discussing this with the Administrator, he noted that the Electric Utility investments were only making 0.435% interest per year. The Electric Utility has approximately \$14,000,000 in fund balance. Staff discussed the concept of having the Electric Utility make the loan to Washington Heights at a rate that would be advantageous to both parties. We consulted with bond counsel and the auditors, who confirmed that this type of loan could be done.

The proposed 2.3% interest rate over 20 years would essentially split the difference in that Hartford Electric would make about \$500,000 more on a \$2,435,000 loan than they would with current investments, and Washington Heights would save approximately \$500,000 in interest costs compared to the proposed bank loan.

The main risk to Hartford Electric is that this loan would tie up approximately 17% of their fund balance. However, they would get monthly payments. If the Utility Committee approves this concept, Staff will work up a legal loan agreement between Hartford Electric and Washington Heights.

Recommendation

Staff recommends that Hartford Electric be authorized to loan WHICH, LLC approximately \$2,435,000 at an interest rate of 2.3%, to be amortized over 20 years.

Prepared By: Justin Drew 2/3/17
Justin Drew, Date
City Planner

Reviewed By: Dawn Timm 2/3/17
Dawn Timm, Date
Finance Director

Approved By: Steve Volkert 2-3-17
Steve Volkert, Date
City Administrator

ROUTING: UTILITY COMMITTEE 02/06/17
FINANCE & PERSONNEL 02/14/17
COMMON COUNCIL 02/14/17

Bank	Loan Term	Loan APR	Loan Amount	Initial Monthly Payment	Current Monthly	Savings vs Current Monthly Payment	Projected Interest Paid
Bank	5-Years fixed, then adjusts for next 5 years. 10 years total	3.95%	\$ 2,400,000	\$ 14,550	\$ 16,433	\$ 1,883	\$ 1,090,447
Hartford Electric	20 years fixed	2.30%	\$ 2,435,627	\$ 12,670	\$ 16,433	\$ 3,763	\$ 605,284

20-Year Savings \$ 485,163

Interest Rate	Term	Interest Earned
0.435%	20	\$ 107,927
2.30%	20	\$ 605,284
20-Year Increase		\$ 497,357

Hartford Electric Current Investment
Hartford Electric Washington Heights Investment

RESOLUTION NUMBER 3470

A RESOLUTION APPROVING SUPPORT FOR OPTION #11 PREFERRED ROUTE FOR A STATE HIGHWAY 60
RELIEVER ROUTE

WHEREAS, State Hwy 60 is a major thoroughfare within the state; and,

WHEREAS, over 2000 commercial trucks use Hwy 60 daily in the City of Hartford; and,

WHEREAS, since 1992, the amount of commercial truck traffic has been reviewed for excessive congestion coming through both the Village of Slinger and the City of Hartford causing community safety concerns; and,

WHEREAS, 44% of all motor vehicle accidents occurring within the City of Hartford happen on Hwy 60 while 9% of all property damage only accidents on Hwy 60 were at the downtown intersection of Hwy 60 and 83 (including DOT traffic signals); and

WHEREAS, 36% of the motor vehicle accidents at Hwy 60 and 83 involved semi-trucks; and,

WHEREAS, the Washington County Jurisdictional Highway System Plan 2020, which was adopted by the Washington County Board of Supervisors on March 12, 2002, called for east-west arterial highway connections between Dodge County and USH 41 via Arthur Road and Pioneer Road; and,

WHEREAS, in 2005, and again twice in 2016, the City of Hartford assisted Washington County with funding for three studies to analyze the preferred routes for a Hwy 60 reliever; and,

WHEREAS, the preferred route was felt important enough to be added to the Vision 2050 plan of Southeastern Wisconsin Regional Planning Commission; and,

WHEREAS, the need for this reliever continues to grow as Hartford industries expand and add additional trucks for moving raw materials and finished products; and,

WHEREAS, local employers are contemplating the opportunity to expand and employ more residents based on the availability and ease of transportation routes for trucks; and

WHEREAS, the 2005 studies preferred route improves safety, promotes a pedestrian friendly downtown, and a route for trucks with less traffic signals;

WHEREAS, on August 24, 2016, the Washington County Public Works Committee reached consensus to an alternative to the preferred 2005 route, described as:

Commencing at the intersection of Independence Avenue and CTH N, in the City of Hartford, thence northeast on a new alignment to CTH U, thence northerly along CTH U approximately 3/4 mile, thence northeast on a new alignment to Turtle Road, thence east on Turtle Road to CTH K, thence along CTH K to I-41; and

WHEREAS, this alternate route would replace the currently identified route of CTH K to Kettle Moraine Drive to Arthur Road to Goodland, thereby removing Arthur Road from the route in the Washington County Jurisdictional Highway System Plan and the Year 2050 Regional Transportation Plan;

WHEREAS, this newly identified route minimizes the use of township roads, reduces the disturbance of agricultural property and existing residences.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Hartford, Wisconsin supports the amendment of the Washington County Jurisdictional Highway System Plan to reflect the alternate

route as the selected northern alignment route.

BE IT FURTHER RESOLVED by this Council that the City of Hartford supports the updating of the Year 2050 Regional Transportation Plan, replacing the existing route along Arthur Road.

Signed:

Timothy C. Michalak, Mayor

Introduced: February 14, 2017

Adopted: February 14, 2017

Attest:

Lori Hetzel, Clerk

EXECUTIVE SUMMARY

Resolution No. 3471

TITLE: A Preliminary Resolution for the Levying of Special Assessments under Section 66.0703 Wis. Statutes for the installation of sanitary sewer extending to Hwy. 83 along Lee Road.

BACKGROUND: The City has received a request from two Town of Hartford property owners for sanitary sewer service. The addresses of the properties are 6804 and 6809 Lee Road. The properties are unable to be annexed into the City due to their location. However, they would pay for their share of the sewer extension and will require a sewer service agreement. The sanitary sewer would be extended from an existing manhole located on Lee Road approximately 150 feet east of Meadow Lane to the intersection of Hwy. 83. The estimated cost for the design and installation of this sewer is about \$94,000. This Preliminary Special Assessment Resolution will authorize the installation of the sanitary sewer and direct the City Engineer to prepare an appropriate special assessment for the sanitary sewer extension for these two properties as well as a deferred special assessment to Town of Hartford properties located along Lee Road for future connection.

A Preliminary Special Assessment Resolution is necessary so when the utility improvements are completed and all final costs are known, the final sanitary sewer special assessment can be properly adopted.

FISCAL IMPACT: The City will collect no money as part of the preliminary resolution, but costs will be collected with the adoption of the final resolution after the project has been completed and will be totally special assessed to the owners of the adjacent property. The total cost is estimated at **\$94,000.00**.

STAFF RECOMMENDATION: Adoption of Preliminary Resolution No. 3471 for the levying of special assessments under Section 66.0703 Wisconsin Statutes for the installation of sanitary sewer extending to 6804 Lee Road and 6809 Lee Road as well as a deferred special assessment to Town of Hartford properties located along Lee Road between the Red Oak Subdivision and Hwy. 83 for future connection.

PREPARED BY: Jason W. Schall 2-1-17
Jason W. Schall
City Engineer
Date

REVIEWED BY: Dave Piquett 2-1-2017
Dave Piquett
Plant and Collection Systems Director
Date

REVIEWED BY: Justin Drew 2/1/17
Justin Drew
City Planner
Date

REVIEWED BY: Ian Prust 2-1-17
Ian Prust
City Attorney
Date

APPROVED BY: Steve Volkert 2-1-17
Steve Volkert
City Administrator
Date

ROUTING: Utility Committee - February 6, 2017
Common Council - February 14, 2017

RESOLUTION NO. 3471

**A PRELIMINARY RESOLUTION FOR THE LEVYING OF SPECIAL
ASSESSMENTS UNDER SECTION 66.0703 WIS. STATUTES FOR
THE INSTALLATION OF SANITARY SEWER EXTENDING TO HWY. 83 ALONG LEE ROAD**

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, hereby resolves as follows:

1) The Common Council declares its intention to exercise its police power under Section 66.0703 Wisconsin Statutes to levy special assessments for the installation of sanitary sewer extending to Hwy. 83 along Lee Road.

2) It is the determination of the Common Council that said municipal work shall be made under the police power and that the amount assessed against each property shall be based upon street frontage.

3) The properties involved, which are to be assessed by street frontage, are located at 6816, 6810, 6804, 6792, 6809, 6805 Lee Road, 2896 Hwy. 83, and 2896 and 2897 Meadow Lane in the Town of Hartford, Lee Road. The assessment against any parcel may be paid in one sum or installments, the number of which shall be determined following a public hearing on the proposed assessment.

4) The City Engineer is directed to prepare a report consisting of:

- a) Final plans and specifications of the improvements.
- b) A statement of the entire cost of the work as estimated.
- c) A schedule of the proposed assessments against each parcel.
- d) A statement that the property against which the assessments are proposed has been inspected and is or will be benefited setting forth the basis of the benefit.

5) When the report is completed, the City Engineer shall file a copy of the report with the City Clerk for public inspection.

6) The City Clerk shall cause notice to be given stating the nature of the proposed improvements, the general description of the property to be assessed, the time and place in which the Engineer's Report may be inspected, and the time and place of the public hearing and the matter contained in the preliminary resolution and the reports. This notice shall be published as a Class I notice and a copy shall be mailed at least 10 days before the hearing to every interested party. The hearing shall commence not less than 10 nor more than 40 days after publication.

7) The hearing shall be held in the Common Council Chambers, Room 178, 109 North Main Street, on a date to be determined by the Common Council and in accordance with Section 66.0703 (7) Wisconsin Statutes.

Signed:

Timothy C. Michalak, Mayor

Introduced: February 14, 2017
Adopted: February 14, 2017

Attest: _____
Lori Hetzel, City Clerk

MISCELLANEOUS

COMMITTEE

REPORTS

FINANCE & PERSONNEL COMMITTEE

January 10, 2017

PRESENT: Chairperson Rusniak, Members Wintringer and Meyer
Member Jewell present at 6:38 p.m.

ALSO PRESENT: City Administrator Volkert, City Clerk Hetzel, Parks & Recreation Director
Hermann, City Planner Drew

Call to Order – Chairperson Rusniak 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 of the Committee were present. Member Jewell present at 6:38 p.m.

Public Comment Period – Scott Henke, Executive Director of the Hartford Area Chamber of Commerce, spoke in support of continuing the contract with Vandewalle & Associates for downtown plan implementation services.

Licenses – MOTION by Alderperson Meyer, and seconded by Alderperson Wintringer recommending to the Common Council the following licenses: (bartender) Zachary Schaefer. MOTION CARRIED.

City Taxi Title VI Plan – The City of Hartford is a recipient of federal transportation funds for the Hartford City Taxi service and therefore the City must adopt a Title VI Plan and update the plan every three years. The plan and forms must meet FTA regulations. The City does not have an adopted Title VI plan in place that would meet all the required information that the FTA requires in a plan. The plan is specific for the Hartford City Taxi service. Director of Parks & Recreation provided information on the Title VI Plan, and responded to questions.

MOTION by Alderperson Wintringer, and seconded by Alderperson Meyer recommending to the Common Council the adoption of the Hartford City Taxi Title VI Plan dated January 10, 2017. MOTION CARRIED.

Downtown Planning Implementation Contract – In February 2016 the Common Council approved a contract with Vandewalle and Associates to help the City and its partners (the Downtown Project Management Team) begin implementation of the Hartford Downtown Opportunity Analysis and Downtown Redevelopment Plan. The Downtown Plan was created by Vandewalle and Associates and 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. During the course of this contract, Vandewalle has completed a number of projects and tasks for the Project Management Team (PMT).

The PMT is at a delicate stage with regards to numerous developments and grant possibilities, and Vandewalle's continued assistance is critical. The proposed contract for 2017 is for \$45,000 (versus \$80,000 for 2016). The other downtown partners would contribute \$11,000 to the cost

Finance & Personnel Committee (1/10/2017)

of the contract, and the City's portion would be \$34,000. Failure to continue the City's relationship with Vandewalle is likely to have a negative impact on downtown development prospects for 2017.

MOTION by Alderperson Wintringer, and seconded by Alderperson Meyer recommending to the Common Council approval of the 2017 contract with Vandewalle and Associates for a Downtown Planning Implementation at a price not to exceed \$45,000. MOTION CARRIED.

Adjournment – MOTION by Alderperson Meyer, and seconded by Alderperson Wintringer for adjournment at 6:45 p.m. MOTION CARRIED.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
FPJAN10.17
Compiled by Pat Borlen, Deputy Clerk

UTILITY COMMITTEE
January 3, 2017

PRESENT: Chairperson Meyer, Members Carroll and Hegy

ABSENT & EXCUSED: Member Kohler

ALSO PRESENT: Director of Utilities Rhodes

Call to Order – Chairperson Meyer called the meeting to order at 5:30 p.m. in the Common Council Chambers of Hartford City Hall, 109 North Main Street.

Public Comment Period – None.

Electric Service Interruptions / Water Main Breaks – Director of Utilities Rhodes mentioned the electric service interruptions. There were no water main breaks.

2017 International Truck Chassis – The 2017 Capital Improvement Program includes \$250,000 for the purchase of a new digger derrick truck. Bid proposals were received from three vendors. A detailed review of each proposal was conducted. High bidder Terex Utilities, Inc. was the only vendor able to meet the criteria in the specifications for boom height, winch location and lifting capacity. Terex will have over an additional ton of lifting capacity when compared to the other proposals which should significantly reduce wear on the boom. They are also the most responsive and responsible vendor with a proposal of \$246,761. Hartford Electric has purchased multiple trucks from Terex in the past; their trucks have proved to be well constructed and reliable. A one year warranty is included with the proposal. Staff is recommending the proposal from Terex Utilities. Director of Utilities Rhodes responded to questions relating to the truck.

MOTION by Alderperson Carroll, and seconded by Alderperson Hegy recommending to the Common Council authorizing appropriate City officials to enter into an agreement with Terex Utilities, Inc. for the purchase of a 2017 International truck chassis with a 48' boom for a price not to exceed \$246,761. MOTION CARRIED.

Adjournment – MOTION by Alderperson Hegy, and seconded by Alderperson Carroll for adjournment. MOTION CARRIED.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb

UTILJAN3.17

Compiled by Pat Borlen, Deputy Clerk

FOR

INFORMATIONAL

PURPOSES

ONLY

CITY OF HARTFORD
MONTHLY TREASURER'S REPORT
DECEMBER 2016

City Bank And Investment Accounts

Bank Accounts:

First National Bank

Concentration Account Acct# 12555901 Average Monthly Balance \$1,301,755

First Bank Financial Centre

DOD Rehab Loan Fund Acct Acct# 55001017 Average Monthly Balance \$396,093

Landmark Credit Union

DOD Comm Revit Loan Fund Acct Acct# 0131028243 Average Monthly Balance \$521,629

Investments:

Local Government Investment Pool Current Balance \$18,934,059

Dana Investment Services (U.S. Government Agency Investments) Current Balance \$10,935,213

Certificates of Deposit At Local Banks Current Balance \$4,000,000

Municipal Investment Sweep Account (First Bank Financial Centre) Current Balance \$3,000,000

Respectfully submitted,



Dawn Timm
Finance Director/Treasurer

Monthly Department Report
Planning/Building Inspection
December 2016

Planning:

Plan Commission Meeting, December 12:

Petition for Direct Annexation, 477, 479, 481 & 483 STH 60 (recommended approval)
Rezoning Request, 264 N. Pike Lake Drive and a Portion of 110 North Pike Lake Drive (recommended approval)

Violation Letters:

Property Maintenance: 1
Courtesy Notices: 0
Housing: 0
Precipitation: 0
Zoning: 0
Citations: 0

Scanning Project, Building Plans & Documentation, Storage:

22 boxes of 94 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: 100

Permits Issued YTD: 1289

Violation Letters: 0

Courtesy Notices: 0

MONTHLY DEPARTMENT REPORT JANUARY 2017

DEPARTMENT: HARTFORD POLICE DEPARTMENT

1.) MONTHLY STATISTICAL DATA

ACTIVITY MEASURE	2016/ 2017	% OF 2016	2017 YTD TOTAL	% OF 2016	JANUARY '17 DECEMBER '16	2016/2017 YTD TOTAL	3 YR AVG/ MONTH	% OF AVG MON	3 YR AVG/ YTD TOTAL	% OF AVG YTD
CALLS FOR SERVICE (JANUARY)	549	102%	549	102%	537	537	525	105%	525	105%
COMPLAINTS FILED (JANUARY)	244	99%	244	99%	246	246	228	107%	228	107%
WRITTEN WARNINGS (DECEMBER)	175	117%	2029	110%	149	1847	132	133%	1860	109%
TRAFFIC CITATIONS (DECEMBER)	129	95%	1629	109%	136	1495	144	90%	2272	72%
MUNICIPAL CITATIONS (DECEMBER)	52	113%	519	120%	46	432	52	100%	643	81%
FIELD INTERVIEW CARDS (DECEMBER)	3	150%	34	89%	2	38	2	150%	32	106%
ADULT ARRESTS (UCR DATA) (DECEMBER)	30	68%	602	132%	44	457	35	86%	652	92%
JUVENILE ARRESTS (UCR DATA) (DECEMBER)	37	123%	303	150%	30	202	22	168%	314	96%
SQUAD FLEET MILEAGE	JANUARY 2017	% OF 2016	2017 YTD TOTAL	% OF 2016	JANUARY 2016	2016 YTD TOTAL	3 YR AVG/ MONTH	% OF AVG MON	3 YR AVG/ YTD TOTAL	% OF AVG YTD
SQUAD 1 (PATROL)	1474	46%	1474	46%	3223	3223	2535	58%	2535	58%
SQUAD 2 (PATROL)	2079	77%	2079	77%	2684	2684	2404	86%	2404	86%
SQUAD 3 (PATROL)	2998	176%	2998	176%	1705	1705	2396	125%	2396	125%
SQUAD 4 (PATROL)	2729	99%	2729	99%	2753	2753	2797	98%	2797	98%
SQUAD 5 (PATROL)	2232	191%	2232	191%	1170	1170	1226	182%	1226	182%
SQUAD 6 (ADMIN/POLICE AIDES)	171	N/A	171	N/A	426	426	N/A	N/A	N/A	N/A
SQUAD 7 (PATROL/SPECIAL PURPOSE)	1843	309%	1843	309%	597	597	517	356%	517	356%
SQUAD 8 (ADMIN)	520	57%	520	57%	913	913	951	55%	951	55%
SQUAD 9 (PATROL/K-9)	1238	163%	1238	163%	758	758	1237	100%	1237	100%
TOTAL SQUAD MILEAGE	15284	107%	15284	107%	14229	14229	14063	109%	14063	109%
AVERAGE SQUAD MILEAGE	1698	107%	1698	95%	1581	1779	1758	97%	1758	97%

2.) CHIEF'S ACTIVITIES

- ◆ Attended 2017 Citizens Police Academy Alumni Association's Holiday Party
- ◆ Continued preparations for the 2017 Mini-Academy
- ◆ Attended and presented at the regularly scheduled meeting of the Police and Fire Commission

3.) ACCOMPLISHED PROJECTS/TASKS/ACTIVITIES

- ◆ The 12-hour shift trial period began on January 1, 2017
- ◆ Communications Officer Eligibility List was established
- ◆ Police Aide Eligibility List was established
- ◆ Police Officer Lateral Entry Eligibility List was established

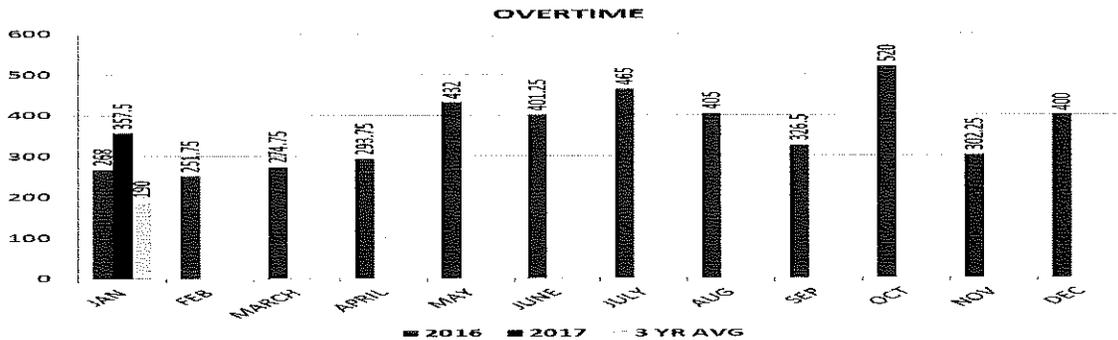
4.) ANTICIPATED PROJECTS/TASKS/ACTIVITIES

- ◆ Communications Officer Jamie Thuemmler will begin her tour of duty on February 1, 2017.
- ◆ Police Aide Brady Klink will begin his tour of duty on February 1, 2017.
- ◆ Police Officer Jim Fidler will begin his tour of duty on March 14, 2017.
- ◆ Police officer recruitment process will continue to establish an eligibility list to fill at least one vacancy.

5.) **TRAINING**

- ◆ Officers Dorn and Cash completed required K-9 certification training
- ◆ Department MILO Training – Patrol/Investigative Staff
- ◆ Department Isolation Drill (Pistol Retention) – Patrol/Investigative Staff
- ◆ Lieutenant Lehl and Sergeant Cummings attended the WLEEDA Conference
- ◆ Officers Kolbach and Albea attended DARE Officer Instructor training in Minnesota
- ◆ Recruit Officer Amanda Naukkari began her Law Enforcement Academy Training at W.C.T.C.
- ◆ Officer Dorn, Communications Officer Italiano, and Chaplains Schimp and Moore attended Peer Support Training at CVMIC
- ◆ Senior Command Staff, Communications, and Support Staff completed CPR/AED Recertification Training
- ◆ EMD Illuminations (Suicide and Self-Inflicted Injuries) – Snyder, Neu, and Jossart
- ◆ EMD Illuminations (Overdose) – Snyder

6.) **OVERTIME**



(Note: In January we remained functionally short of our authorized staffing levels in both the Patrol and Communications Divisions. We anticipate that as staffing continues to stabilize, overtime will follow suit.)

Respectfully Submitted,
David A. Groves
 Chief of Police

Monthly Department Report
Planning/Building Inspection
January 2017

Planning:

Plan Commission Meeting, January 9:

The January Plan Commission meeting was cancelled.

Violation Letters:

Property Maintenance: 1

Courtesy Notices: 1

Housing: 0

Precitation: 0

Zoning: 0

Citations: 0

Scanning Project, Building Plans & Documentation, Storage:

22 boxes of 94 have been scanned and electronically stored.

Scanning Project, Commercial Plans:

2008 commercial plans scanning and storage is complete.

Building Inspection:

Permits Issued: 62

Permits Issued YTD: 62

Violation Letters: 0

Courtesy Notices: 0

22

STREET DEPARTMENT MONTHLY REPORT - January 2017

Advance Disposal Services Curbside Solid Waste Pickup:		Past Jan. Solid Waste
	305.77 Tons of solid waste for January 2017	2014 - 239.37 tons
	(263.38 tons - December 2016)	2015 - 241.93 tons
		2016 - 236.15 tons

Advance Disposal Services Curbside Recycling Pickup:	
Paper & Cardboard AND Commingles	
(Glass, Plastic & Cans) RECYCLING CART.....	115.15 Tons (89.66 Tons -Jan. 2016)

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	- Complete Updated Based Aircraft Inventory with FAA
- Review Main St Traffic Signals with TAPCO	- Review 2017 Asphalt Pavement Replacement w/Engineer
- Repair Bridge over the Dam	- Clean City Garage
- Work with Bureau of Aeronautics & Mead	- Assist Advanced Disposal with Complaints
& Hunt re. Airport Real Estate Acquisition	- 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	- Attend meetings with State re. Airport Runway Reconstruction
- 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	
1/2/2017	Salt City Streets	4.20	
1/9/2017	Salt City Streets	7.00	
1/10/2017	Salt City Streets	16.80	
1/11/2017	Salt City Streets	19.90	
1/12/2017	Salt City Streets-Early Morning	4.20	
1/16/2017	Salt City Streets-Freezing Rain	15.40	
1/17/2017	Salt City Streets	15.90	
1/18/2017	Salt City Streets-Black Ice	5.40	
1/19/2017	Work through Lunch-Assist with Jetting	0.50	
1/25/2017	Salt & Plow Streets	13.80	
1/26/2017	Salt & Plow Parking Lots	10.50	
1/30/2017	Salt & Plow Streets	17.90	
1/31/2017	Salt & Plow Streets all Night	44.00	
TOTALS		175.50	
January 2016 Comparison		153.30	

HARTFORD CITY TAXI TRANSPORTATION REPORT

MONTH/YEAR: December 2016

TOTAL PASSENGERS: 1453 **TOTAL MONTHLY REVENUE:** \$4,644.00

PASSENGER INFORMATION

Senior: City: 538/18wc
Out of Town: 2

Handicap: City: 96/1wc
Out of Town: 0

Children: City: 1
Out of Town: 0

Regulars: City: 794
Out of Town: 3

Waits (Total Minutes): 194

Package Pickups: 2

Taxi Trips: 1396

Shared Rides: 659

Wheelchair Trips: 19

HOURS INFORMATION

Loaded Hours/Minutes: 203.4

Deadhead Hours/Minutes: 219.6

TOTAL HOURS/MINUTES: 423.0

FARE INFORMATION

Base Fares: \$4,531.25

Out of Town Fares: \$10.00

Wait Chgs: \$48.50

Package Pickup Chgs: \$12.00

No Show/COA Chgs: \$42.25

Taxi Tickets Sold: \$1,480.00

of Sheets sold: 60

of Taxi Tickets collected: 410

MILEAGE INFORMATION

Loaded City Miles: 3211.1

Loaded Out of Town Miles: 6.2

Deadhead Miles: 1033.8

TOTAL MILES: 4251.1

TOTAL FUEL USED: 323.456

FLEET INFORMATION

Unit #1 - 2014 Dodge Caravan

Unit #4 - 2015 Dodge Caravan

Unit #9 - 2011 Dodge Caravan

MONTHLY DEPARTMENT REPORT

DEPARTMENT: UTILITIES COVERING THE MONTH OF: January 2017

REGULAR MONTHLY ACTIVITIES

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

SPECIAL MONTHLY ACTIVITIES

1. Line Extension – Hartford Square
2. Circuit 11
3. Commercial & Industrial Cross Connection Inspections
4. Water Main Breaks

UPCOMING ACTIVITIES

1. Switchgear Springs
2. Circuit 11
3. Pipe Replacement – Well #16
4. Large Water Meter Testing

TRAINING SESSIONS

1. MEUW Session D
2. Digger's Hotline

OVERTIME

<u>PURPOSE FOR OVERTIME</u>	<u>HOURS</u>
Maintenance of St. Lights	2.0
Maintenance of Lines	24.3
Outage – Slinger Rd. to American Eagle Dr.	32.7
Trouble Call – Slinger	2.0
Education	3.0
Maintenance of Pumping Plant	12.5
Maintenance of Mains	2.2
Maintenance of Water Service	0.2
Water Main Break – 137 E. Lincoln Ave.	25.7
Water Main Break – 307 E. Loos St.	3.8
Water Main Break – 224 Birch Ln.	5.0
Well Run – Weekends & Holiday	<u>20.0</u>
TOTAL	133.4