

MEETING: REGULAR MEETING OF THE VILLAGE BOARD
DATE & TIME: Monday, November 20, 2023 at 7:00 PM
LOCATION: Germantown Village Hall Board Room
N112 W17001 Mequon Road

Any member of the body and/or citizen may attend the meeting virtually through the WebEx platform, Meeting #:2551 746 8900 Password: RGfHMePh684 which can be accessed by phone at 408-418-9388 or by clicking the link below:
<https://villageofgermantown.my.webex.com/villageofgermantown.my/j.php?MTID=mbac09c1bf900c82b3d4fd86d044402dc>

Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@germantownwi.gov by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration. Previously recorded VillageBoard Meeting Videos can be viewed at:
https://www.youtube.com/channel/UCOYp0EgELzTCa9X_iCohyhQ

AGENDA

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL:**
- III. **PLEDGE OF ALLEGIANCE:**
- IV. **PRESIDENT’S REPORT:**
- V. **ANNOUNCEMENTS OF FORTHCOMING EVENTS OF PUBLIC INTEREST**
COMMITTEE AND DEPARTMENT REPORTS:
- VI. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a three (3) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.)*
- VII. **CONSENT AGENDA:**
 - A. Minutes: October 16, 2023
- VIII. **UNFINISHED BUSINESS**
 - A. Public Safety Staffing Referendum Question
- IX. **PUBLIC HEARINGS:**
 - A. 2024 Village of Germantown Budget and 2023 Tax Levy
- X. **NEW BUSINESS:**
 - A. Contract for Communication Services Related to a Public Safety Staffing Referendum
 - B. Briohn Building Corporation, Agent for Brian & Kevin Kazmierczak and Mark & Joann Stephan, Property Owners of approximately 52.72 acres, North of Holy Hill Road, East of Hwy. 41, South of Rockfield Road. Applications to Rezone 52.72 acres from the A-1:Agricultural Zoning District to the M-1: Limited Industrial Zoning District and to amend the 2050 Future Land Use Plan.

- C. Virtus Development LLC, Agent for District One LLC, Property Owner of W140 N10363 Fond du Lac Avenue and the Robert & Mary Elizabeth Hacker Trust, Property Owners of a .66-Acre Lot on Fond du Lac Avenue, Tax Key GTNV 351-984 - Certified Survey Map (CSM) application to combine parcels.
- D. The Architects Partnership (TAP), Agent for County Line LLC, Property Owner of the Fleet Farm property at N96 W18200 County Line Road. 2-lot Certified Survey Map (CSM) application.
- E. Appointment of Matthew Mortwedt to the position of Director of Public Works
- F. Kinderberg Park Playground Equipment
- G. Resolution Approving the 2024 Village Budget
- H. Resolution Approving the Levying of Property Taxes for Village Purposes
- I. Resolution Authorizing the Placement of Special Charges on the 2023 Tax Roll Against Certain Properties
- J. Aqueous Film-Forming Foam Products Liability Litigation, Multi-District Litigation No. 2:18-mn-02873 (3M & Dupont PFAS litigation class action settlement). The Village Board may convene into closed session pursuant to Wis. Stat. § 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, and then may reconvene in open session to take such action as it deems necessary.
- K. Administrator 2023 Performance Goals Update. The Village Board May Enter into Closed Session per Wis Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and then may reconvene into open session to take such action as it deems appropriate.

XI. ADJOURNMENT:

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Village Clerk at (262)250-4745 at least 2 days prior to the meeting.

MEETING:	REGULAR MEETING OF THE VILLAGE BOARD
DATE AND TIME:	Monday, October 16, 2023 7:00 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*

The Village Board meeting was called to order by President Dean Wolter at 7:04 PM.

II. **ROLL CALL:**

Present: Trustee David Baum, Trustee Terri Kaminski, Trustee Phil Hudson, Trustee Bill Neureuther, Trustee Rick Miller, Trustee Jan Miller, Trustee Jolene Pieper, President Dean Wolter

Also Present: Village Administrator Steve Kreklow, Village Attorney Brian Sajdak, Village Clerk Donna Cox, Park & Recreation Director Guilford Standridge, and Village Engineer Kevin Driscoll

Absent:

Excused: Trustee Dennis Myers

III. **PLEDGE OF ALLEGIANCE:**

IV. **APPROVAL OF MINUTES:**

A. September 18, 2023

The September 18, 2023 minutes were not available for approval.

B. October 2, 2023

Motion: Approve October 2, 2023 Minutes

Motioned By: Terri Kaminski

Seconded By: Rick Miller

Yes: David Baum, Terri Kaminski, Phil Hudson, Bill Neureuther, Rick Miller, Jan Miller, Jolene Pieper, Dean Wolter

No: None

Abstain: None

Motion Passed (Yes 8, No 0, Abstained 0)

V. PRESIDENT'S REPORT:

No report was given.

VI. ANNOUNCEMENTS OF FORTHCOMING EVENTS OF PUBLIC INTEREST COMMITTEE AND DEPARTMENT REPORTS:

Trustee Kaminiski advised the Public Works and Highways Committee will meet on November 1, 2023 at 6:00 PM. Trustee Rick Miller advised the General Government and Finance Committee will meet on November 20, 2023 at 5:30 PM. Trustee Hudson advised the Public Safety Committee will meet on November 1, 2023 at 6:30 PM. Trustee Pieper advised the Economic Development Committee will meet on October 18, 2023 at 5:30 PM in Conference Room A. Trustee Pieper also wanted to correct herself from the previous Plan Commission meeting in that she stated Das Barrel Room was in the District she represents as a Village Trustee when it in fact is not. Trustee Jan Miller advised that the Library will have closures on October 21, 2023 for the Haunted Library Events.

VII. CITIZEN INPUT:

The following individuals spoke during the Citizen Input Section on the Agenda:

Lyn Bednarz(Pawnee Ct)

Jason Giguere(Appleton Ave)

Melanie Smythe(Cedar Ln)

Scott Hefle(Old Farm Rd) referring to Item A under New Business on the Agenda

VIII. CONSENT AGENDA:

Motion: Approve Consent Agenda Items A-C

Motioned By: David Baum

Seconded By: Rick Miller

Yes: David Baum, Terri Kaminski, Phil Hudson, Bill Neureuther, Rick Miller, Jan Miller, Jolene Pieper, Dean Wolter

No: None

Abstain: None

Motion Passed By Roll Call Vote (Yes 8, No 0, Abstained 0)

A. Library HVAC Maintenance Agreement

B. Pilgrim Road Emergency Water Main Relay

C. Water Tower #3 Painting & Logo Update and Recommendation

IX. UNFINISHED BUSINESS

A. Recreation Trail and Design for East Donges Bay Road Reconstruction Project

Julie Chapman from Graef Consulting presented an overview of the Donges Bay Road Project. Chapman presented four different trail design options and an impact schedule for each option.

Motion: Approve Option 3

Motioned By: Phil Hudson

Seconded By: Jolene Pieper

Yes: Phil Hudson, Jan Miller

No: David Baum, Terri Kaminski, Bill Neureuther, Rick Miller, Jolene Pieper, Dean Wolter

Abstain: None

Motion Failed By Roll Call Vote (Yes 2, No 6, Abstained 0)

Motion: Approve Option 1

Motioned By: Jolene Pieper

Seconded By: Terri Kaminski

Yes: David Baum, Terri Kaminski, Bill Neureuther, Rick Miller, Jolene Pieper, Dean Wolter

No: Phil Hudson, Jan Miller

Abstain: None

Motion Passed By Roll Call Vote (Yes 6, No 2, Abstained 0)

B. Review of 2024 Budget without Washington County Funding for Dispatch

Trustee Jan Miller and Trustee Hudson requested to review the 2024 Budget without Washington County Funding for Dispatch. President Wolter advised the budget would be out of balance by \$300,000 if Dispatch were included. Village Kreklow recommended to the Board to bring items to the Committee of the Whole meeting on October 25th to prioritize and review options for funding this and other items.

C. Review Ehlers TID Report by Phil Cosson for TID's 6,7,8,9

Administrator Kreklow advised Phil Cosson of Ehlers would be present at the October 24, 2023 Committee of the Whole meeting to present the TID Reports for TID's 6-9.

D. Review of Ehlers Water Rate Report by Jon Cameron

Item D is a duplicate of New Business Item A.

X. PUBLIC HEARINGS:

There were no Public Hearings for this meeting.

XI. NEW BUSINESS:

A. Presentation on Water Utility Cash Flow Analysis

Jon Cameron of Ehlers, via WebEx, provided the Water Utility Cash Flow Analysis, which was provided at the Water Utility Advisory Committee in August. Cameron reviewed historical water rates implementation, performance and financial indicators. He further reviewed future water capital, projections, cash and rate of return, and recommendations.

B. Authorization for We Energies Easement in Townline 9 Parkway for new DPW Facility

Village Administrator Kreklow presented and recommended approval of the We-Energies easement.

Motion: Approve as presented

Motioned By: Jolene Pieper

Seconded By: David Baum

Yes: David Baum, Terri Kaminski, Phil Hudson, Bill Neureuther, Rick Miller, Jan Miller, Jolene Pieper, Dean Wolter

No: None

Abstain: None

Motion Passed (Yes 8, No 0, Abstained 0)

C. Modify Deputy Village Clerk Position from Part-Time to Full-Time

Trustee Rick Miller advised this item went before the General Government and Finance Committee with a positive recommendation.

Motion: Approve as presented

Motioned By: Terri Kaminski

Seconded By: David Baum

Yes: Dean Wolter, David Baum, Terri Kaminski, Phil Hudson, Bill Neureuther, Rick Miller, Jan Miller, Jolene Pieper

No: None

Abstain: None

Motion Passed By Roll Call Vote (Yes 8, No 0, Abstained 0)

- E. Strategy Concerning Acquisition of Properties in the Village's Village Center District (approximately Mequon Road and Pilgrim Road). The Village Board May Enter into Closed Session per Wis Statute 19.85(1)(e) for the purpose of deliberating or negotiating when competitive or bargaining reasons require a closed session, and then may reconvene into open session to take such action as it deems appropriate.

Village President Wolter read Items D, E, and F. Community Development Director Retzlaff, Attorney Sajdak, and Village Administrator Kreklow would be present for Item D; Community Development Director Retzlaff, Representative from Greywolf, Attorney Sajdak, and Village Administrator Kreklow would be present for Item E; and Attorney Sajdak and Village Administrator Kreklow would be present for Item F.

Motion: Adjourn into Closed Session with addressing Item E first.

Motioned By: Jolene Pieper

Seconded By: David Baum

Yes: David Baum, Terri Kaminski, Phil Hudson, Bill Neureuther, Rick Miller, Jan Miller, Jolene Pieper, Dean Wolter

No: None

Abstain: None

Motion Passed By Roll Call Vote (Yes 8, No 0, Abstained 0)

The Village Board Meeting entered Closed Session and discussed Items E through F.

Motion: Resume Village Board Meeting in Open Session

Motioned By: David Baum

Seconded By: Jan Miller

Yes: David Baum, Terri Kaminski, Phil Hudson, Bill Neureuther, Rick Miller, Jan Miller, Jolene Pieper, Dean Wolter

No: None

Abstain: None

Motion Passed (Yes 8, No 0, Abstained 0)

The Village Board resumed in Open Session at 10:47 PM. No action was taken on Item E.

- D. Acquisition of Grosenik Property - N116 W15843 Main Street and W157 N11593 Fon du Lac Avenue. The Village Board May Enter into Closed Session per Wis Statute 19.85(1)(e) for the purpose of deliberating or negotiating when competitive or bargaining reasons require a closed session, and then may reconvene into open session to take such action as it deems appropriate.

Motion: Direct staff to proceed as discussed in Closed Session.

Motioned By: Jolene Pieper

Seconded By: Rick Miller

Yes: Terri Kaminski, Phil Hudson, Bill Neureuther, Rick Miller, Jolene Pieper, Dean Wolter

No: Jan Miller

Recused: David Baum

Motion Passed (Yes 6, No 1, Recused 1)

- F. Village Official Performance. The Village Board may go into closed session as per Wis. Stat. § 19.85(1)(f) for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, and then may re-enter open session to take such action as it deems appropriate.

No action was taken on Item F.

XII. ADJOURNMENT:

The meeting was adjourned at 10:49 PM.

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: November 20, 2023

PLACEMENT: Action Item

ITEM TITLE: Public Safety Staffing Referendum Question

SUBMITTED BY: Steve Kreklow, Administrator

SUMMARY EXPLANATION:

At the October 25th Committee of the Whole Meeting, the Village Board directed staff to prepare a draft referendum resolution to add four police officers and ten fire fighters to the Germantown Police and Fire Departments. Combined with positions proposed to be added to the departments in the 2024 Budget, this would bring both departments up to staffing levels recommended by the Police Chief and Fire Chief.

ATTACHMENT:

1. Resolution Exceeding Levy Limits for 10 and 4 Draft Public Safety Draft 231106

RECOMMENDATION:

Adopt Referndum Resolution to add four police officers and ten firefighters.

ACTION BY Committee:

RESOLUTION NO. ____-23

A RESOLUTION AUTHORIZING A REFERENDUM FOR THE VILLAGE
OF GERMANTOWN TO ALLOW THE VILLAGE TO EXCEED THE
STATE IMPOSED LEVY LIMIT BEGINNING WITH THE 2024
LEVY (COLLECTED IN 2025) AND ON AN ONGOING BASIS

WHEREAS, the State of Wisconsin has imposed limits on town, village, city and county property tax levies under Wis. Stat. § 66.0602; and

WHEREAS, Wis. Stat. § 66.0602 limits the increase in 2024 to the local property tax levy to no more than the greater of (a) 0% of last year's actual levy or (b) a percentage equal to the percentage change in equalized value due to new construction less improvements removed plus other exceptions like new debt service; and,

WHEREAS, the Village of Germantown actual levy in 2023 (collected in 2024) was \$16,928,451; and, based upon the percentage change in equalized value due to new construction less improvements removed plus new debt service, state law would limit the increase to \$200,000 for a total allowable 2024 (collected in 2025) village tax levy of \$17,128,451; and

WHEREAS, the Village of Germantown is presently served by 19 full-time Fire Department personnel which are supplemented paid on-call fire department staff. In order to add additional full-time staff to provide adequate response to a growing number of calls for service, the Village's costs would exceed the maximum allowable levy; and

WHEREAS, the Village of Germantown is presently served by 38 sworn full-time Police Department personnel. In order to add additional full-time staff to continue to provide more adequate response to a growing number of calls for service, the Village's costs would exceed the maximum allowable levy; and

WHEREAS, the Village Board of the Village of Germantown, Washington County believes it is in the Village's best interest to exceed the state levy limit as described above by a greater percentage than allowed by statute for increased full-time staffing of the Fire and Police Departments;

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of Germantown, Washington County, do hereby support an increase in the village tax levy for 2024 (collected in 2025) to exceed the state levy limit. The Village Board intends that the levy increase be applied on an ongoing basis thereafter by including it in the base used to calculate the limit going forward.

BE IT FURTHER RESOLVED that the Village Board directs that the question of increasing the village tax levy for 2024 (to be collected in 2025) by 8.46%, which would increase the village levy by \$1,449,468 over the past year's levy, for a village tax levy of \$18,577,919, shall be submitted to the electors in a referendum election to be held on April 2, 2024, in the following form:

Referendum Question

Under state law, the increase in the levy of the Village of Germantown for the tax to be imposed for the next fiscal year, 2025, is limited to 2.00% which results in a levy of \$17,128,451. Shall the Village of Germantown be allowed to exceed this limit and increase the levy for the next fiscal year, 2025, and on an ongoing basis, for the purpose of hiring four (4) new police officers and ten (10) new fire department personnel, by a total of 8.46%, which results in a levy of \$18,577,919?

The results of the referendum shall be binding upon the Village of Germantown and certified to the Wisconsin Department of Revenue, as required by Wisconsin Statutes Section 66.0602(4)(d).

BE IT FURTHER RESOLVED that the Village Board directs that the following Explanatory Statement of the vote be used where required:

Explanatory Statement and Effect of Vote

The Village of Germantown is presently served by 19 full-time Fire Department personnel which are supplemented by paid on-call fire department staff and 38 sworn full-time Police Department personnel. In order to add additional full-time staff to provide adequate response to a growing number of calls for service, the Village's costs would exceed the maximum allowable levy.

A "yes" vote allows the Village Board to exceed the state imposed levy limits to provide additional funding to pay for expanded full-time staffing of the Germantown Fire and Police Departments. The increased levy would apply on an ongoing basis thereafter by including it in the base used to calculate the limit going forward.

A "no" vote does not allow the Village Board to exceed the state imposed levy limits to provide additional funding to pay for additional full-time staffing of the Germantown Fire and Police Departments. The Fire and Police

Departments would continue to be staffed in the same manner they are presently staffed.

BE IT FURTHER RESOLVED that the Village Clerk shall provide the County Clerk with a certified copy of this Resolution so as to ensure that the referendum question can be placed on the April 2, 2024 election ballot for all wards within the Village of Germantown.

Introduced by Trustee:

Adopted:

Vote: Ayes:

Nays:

Absent:

Dean Wolter, Village President

ATTEST:

Donna Cox, Village Clerk

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: November 20, 2023

PLACEMENT: Presentation

ITEM TITLE: 2024 Village of Germantown Budget and 2023 Tax Levy

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

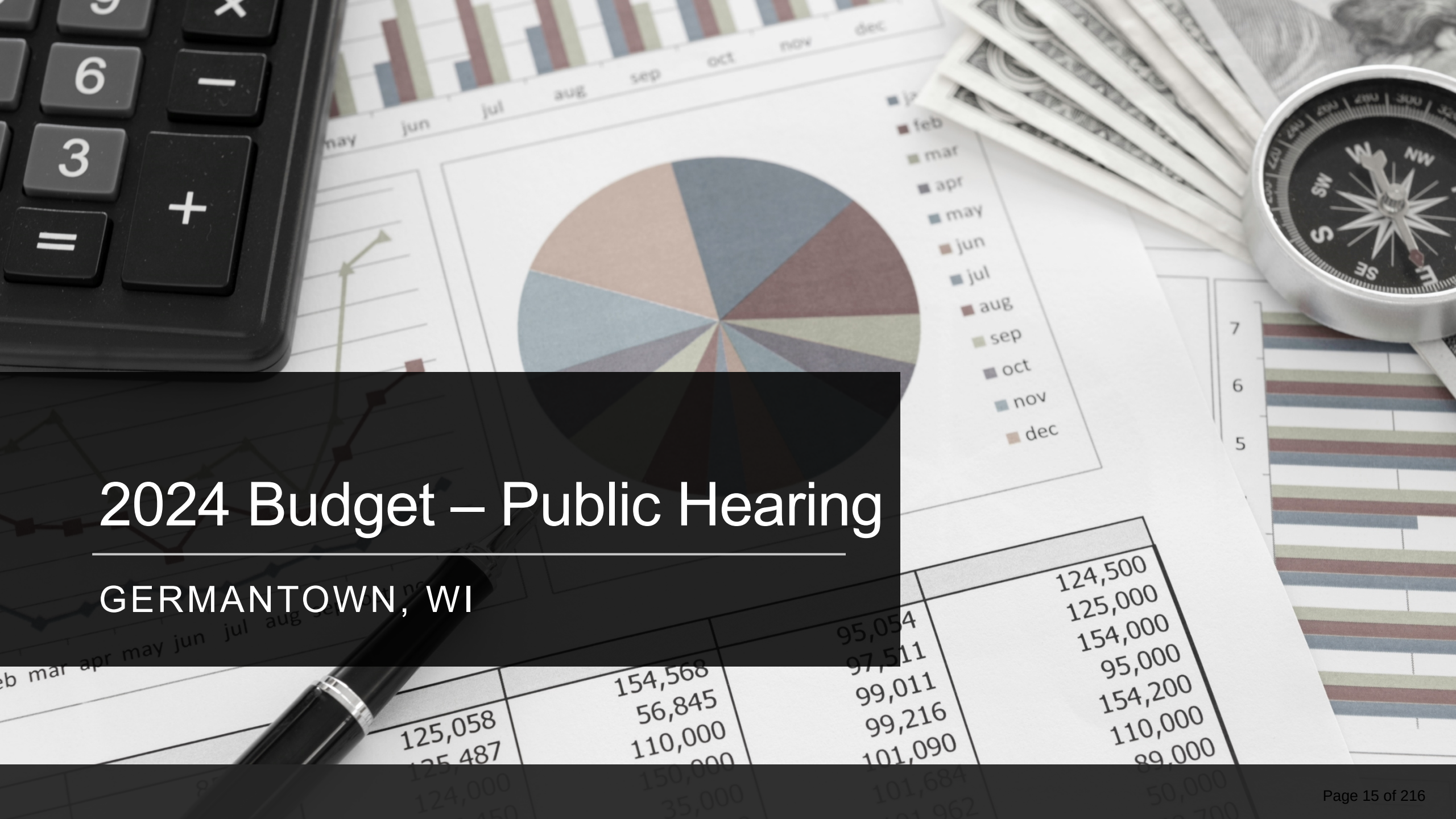
1. 2024 Budget Notice for Public Hearing
2. 2024 Budget - Public Hearing

RECOMMENDATION:

ACTION BY Committee:

VILLAGE OF GERMANTOWN				
Public Hearing November 20, 2023				
2024 PROPOSED BUDGET SUMMARY GENERAL FUND				
(as Required by Section 65.90(3))				
RESIDENTS AND TAXPAYERS OF THE VILLAGE OF GERMANTOWN PLEASE NOTE that a public hearing on the proposed 2024 budget will be held at 7:00 p.m. on November 20, 2023 at the Germantown Village Hall, N112 W17001, Mequon Rd, Germantown WI, 53022. This is a proposed budget, the final levy amount may increase or decrease depending on the majority vote of the board members at the meeting.				
The Village of Germantown's detail 2024 budget proposal is available for public inspection at the Germantown Village Clerk's Office Office, 8:00 a.m - 4:00 p.m. Monday - Friday, and online at the Village's website - www.germantownwi.gov				
	2023 Budget as Amended	2023 Estimated Year End	2024 Proposed	Percent Change Increase (Decrease) over prior budget
Revenues:				
Taxes (other than property taxes)	1,251,149	1,368,533	1,280,849	2.37%
Intergovernmental revenues	2,935,023	2,952,424	3,747,752	27.69%
Licenses and permits	1,095,827	1,285,007	1,071,630	-2.21%
Fines, forfeits and penalties	188,000	140,000	164,500	-12.50%
Public charges for services	2,169,503	1,950,500	2,507,138	15.56%
Miscellaneous	222,928	245,475	331,928	48.89%
Total Revenues	7,862,430	7,941,939	9,103,797	15.79%
Expenditures:				
General government	1,073,145	1,216,359	1,422,610	32.56%
Public safety	8,388,526	8,505,202	9,730,330	16.00%
Public works	5,802,873	5,236,013	5,884,923	1.41%
Culture, recreation and education	2,445,928	2,507,451	2,402,320	-1.78%
Conservation and development	879,088	1,116,910	809,330	-7.94%
Transfers Out	0	2,829,000	0	0.00%
Total Expenditures	18,589,560	21,410,936	20,249,513	8.93%
Excess (deficiency) of revenues over expenditures	(10,727,130)	(13,468,997)	(11,145,716)	
Local property taxes	10,727,130	10,727,130	11,045,716	2.97%
Net increase (decrease) in fund balance	0	(2,741,867)	(100,000)	
Fund Balance - Beginning of Year	7,576,783	7,576,783	4,834,916	
FUND BALANCE - END OF YEAR	7,576,783	4,834,916	4,734,916	
Proposed Tax Levy	2023	2024	% Levy Change	\$ Amount
By Fund	Budget	Budget		Difference
GENERAL FUND	10,727,130	11,045,716	2.97%	318,586
DEBT SERVICE	4,845,716	4,823,265	-0.46%	-22,451
TOTAL LEVY	15,572,846	15,868,981	1.90%	296,135

VILLAGE OF GERMANTOWN						
2024 PROPOSED BUDGET SUMMARY ALL FUNDS						
(as Required by Section 65.90(3))						
Following are the proposed budgets for all funds of the Village for Budget Year 2024						
Fund	Total Revenue	Total Expenditure	Excess/Deficit	Projected Balance Jan 1	Projected Balance Dec 31	Property Tax Contribution
General Fund	20,249,513	20,049,513	(200,000)	4,834,916	4,634,916	11,045,716
Special Revenue *	37,256	32,705	4,551	25,059	29,610	
Impact Fees (All)	104,880	67,000	42,000	511,320	553,320	
Debt Service	8,167,812	8,167,812	0	183,975	183,975	4,823,265
Capital Projects	30,796,699	30,796,699	0	30,796,699	30,796,699	
T.I.F. District #6	550,000	545,663	4,337	244,167	248,504	
T.I.F. District #7	370,000	1,071,292	(701,292)	462,645	(238,647)	
T.I.F. District #8	3,594,831	3,720,287	(125,456)	(686,615)	(812,071)	
T.I.F. District #9	0	4,174,349	(4,174,349)	0	(4,174,349)	
Water Utility	3,889,600	5,526,351	(1,636,751)	1,354,527	(282,224)	
Sewer Utility	7,496,834	7,729,829	(232,995)	7,169,987	6,936,992	
Village Health Plan	2,411,754	2,307,945	103,809	404,561	508,370	
Village Dental Plan	88,339	88,500	(161)	82,451	82,290	
ARPA	0	1,341,150	(1,341,150)	1,341,150	0	
Total	77,757,518	85,619,095	(8,257,457)	46,724,842	38,467,385	15,868,981
NOTE: * Special Revenue Funds: Senior Van Replacement, Canine Fund, Historic Preservation, Recreation Facility Fee Fund, Honor Guard, Police Asset Forfeiture, and Fire Department Explorer funds are shown as one total. Facility						
NOTE: Impact Fees:						
The Village's outstanding debt on December 31, 2023 is projected to be:				General Obligation Notes & Bonds	\$83,825,000	
				Utility Revenue Bonds	\$4,140,000	
					\$87,965,000	
Impact Fee Budgets						
	2023	2024	Percent	2023	2024	Percent
	Revenue		Change	Expenditure		Change
Police	18,880	18,880	0.00%	12,000	12,000	0.00%
Fire	25,000	30,000	20.00%	30,000	30,000	0.00%
Library	16,860	9,000	-46.62%	0	0	0.00%
Recreation	35,000	22,000	-37.14%	0	0	0.00%
Water	50,000	25,000	-50.00%	50,000	25,000	-50.00%
Total	145,740	104,880	-28.04%	92,000	67,000	-27.17%



2024 Budget – Public Hearing

GERMANTOWN, WI

125,058	154,568	95,054	124,500
125,487	56,845	97,511	125,000
124,000	110,000	99,011	154,000
1450	150,000	99,216	95,000
	35,000	101,090	154,200
		101,684	110,000
		101,962	89,000
			50,000
			2,700



June

Budget Preview

- 2024 Budget Challenges
- Village Board Direction



September

Recommended Budget Presentation

- Estimated Levy
- Budget Themes
- General Fund Highlights
- Impact on average resident



November

Budget Adoption

Budget Development

- Departments' Budgets created
- Reviewed with DH and Admin
- Budgets' cut to balance



July - September



October

Committee of the Whole meetings

- Board review of Departmental Budgets
- Board changes to Recommended Budget
- Move 2024 Recommended Budget to publication

Budget Timeline

Budget Challenges

Increased demand for public safety services

- Increased EMS Calls

- Retirements

Inflationary and Market factors

- State Salt Contract

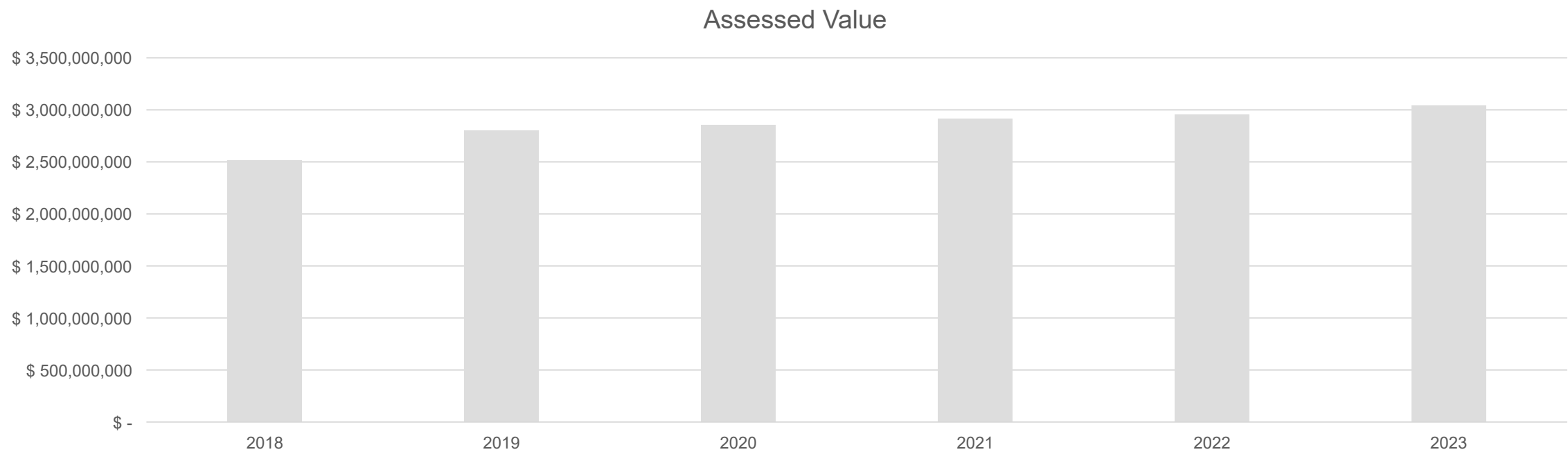
- Solid Waste and Recycling

Salary and Benefits

- Fund 2023 Increases

- Union Contracts





Village Fiscal Opportunities

Continued Village Growth

- Assessed Value
- New Construction

Strong Financial Position

- General Fund Reserves

Budget Themes



Controlling the Tax Burden



Addressing Public Safety Needs



Employee Compensation

Controlling the Tax Burden

General Fund Levy

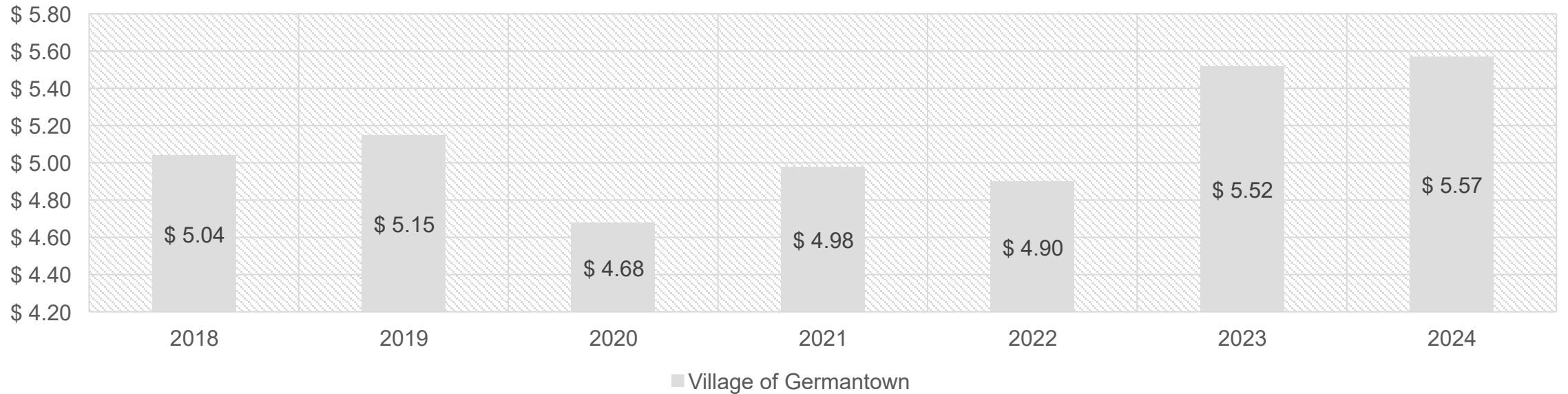
- New Construction of 2.97%
- TID OUT: \$167,370 (1.56%)
- An additional levy of \$151,216 available (TID IN)
- Operational Levy: \$10,894,500
- Debt Service Levy
 - Decrease of \$22,450
 - Debt Service Levy: \$4,823,265

2024 Tax Levy

- Allocated TID-IN to additional public safety personnel

Proposed Tax Levy By Fund	2023	2024	% Levy Change	\$ Levy Change
General Fund	\$ 10,727,130	\$11,045,716	2.97%	\$318,586
Debt Service	\$ 4,845,716	\$4,823,265	-0.46%	\$(22,451)
TOTAL	\$15,572,846	\$15,868,981	1.90%	\$296,135

Tax Rate 2018-2024



Controlling the Tax Burden

Budget Themes



Controlling the Tax Burden



Addressing Public Safety Needs



Employee Compensation

Public Safety Needs

- Four additional Police Officers
 - TID Levy
 - State Aid
 - Street Trees
- Two Additional FF/EMT
 - General Fund Reserves
 - ARPA Funds



Budget Themes



Controlling the Tax Burden



Addressing Public Safety Needs



Employee Compensation

Employee Compensation

3% Performance Adjustment

Funded 2023 increased to
Public Safety Staff

Funded adjustments to
Public Works Management

3% increase to Health
Insurance Premiums



Budget Drivers



Budget Drivers – Revenue

Fire Department Revenues

- Ambulance Fees
 - Increased Calls
 - Better rates from vendor
- State payments for I41 responses

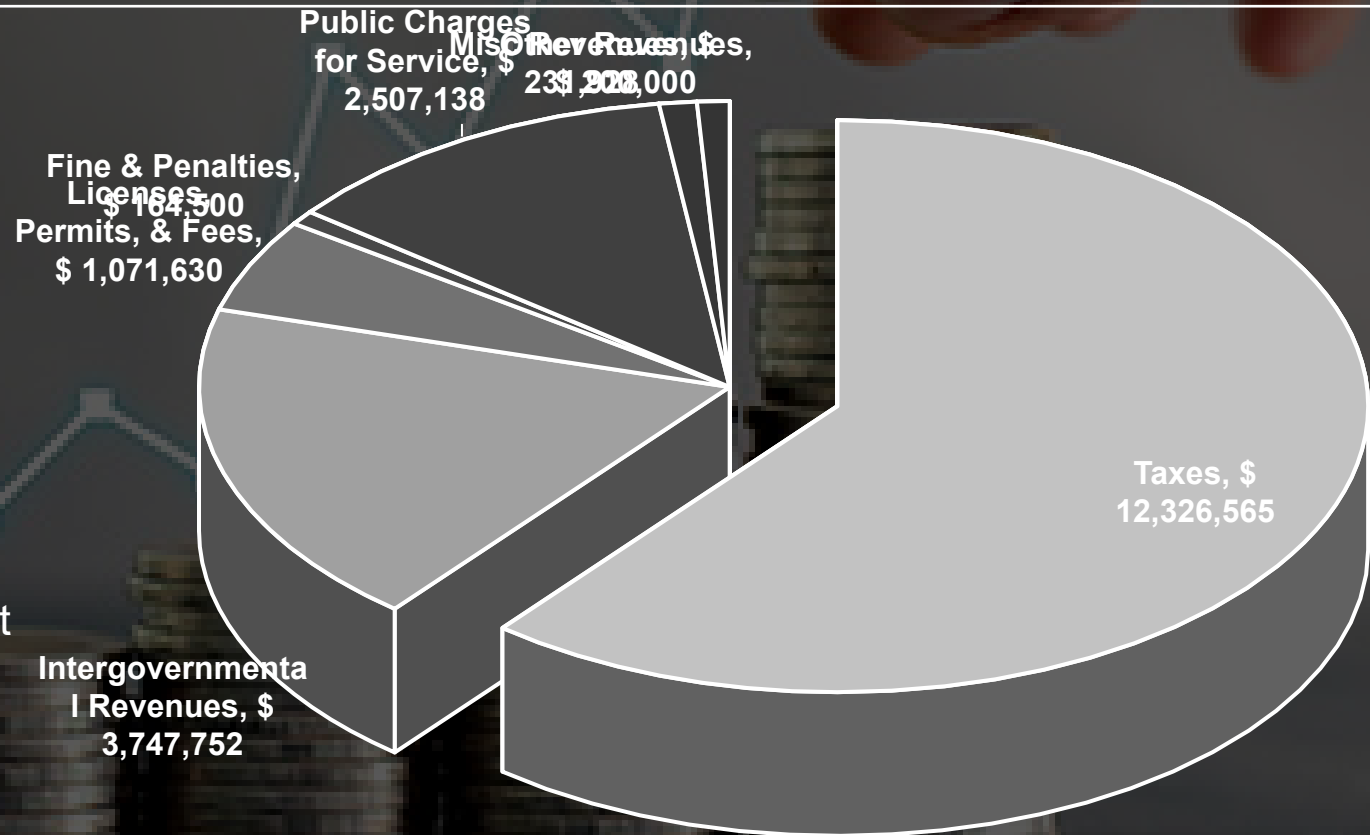
Intergovernmental Revenues

- State Shared Revenue
- State Transportation Aid

Community Development

- Projected decrease in development activity

Property Taxes



Budget Drivers



Budget Drivers - Expenses

Transfer of Dispatch Services

Inflation and Market Factors

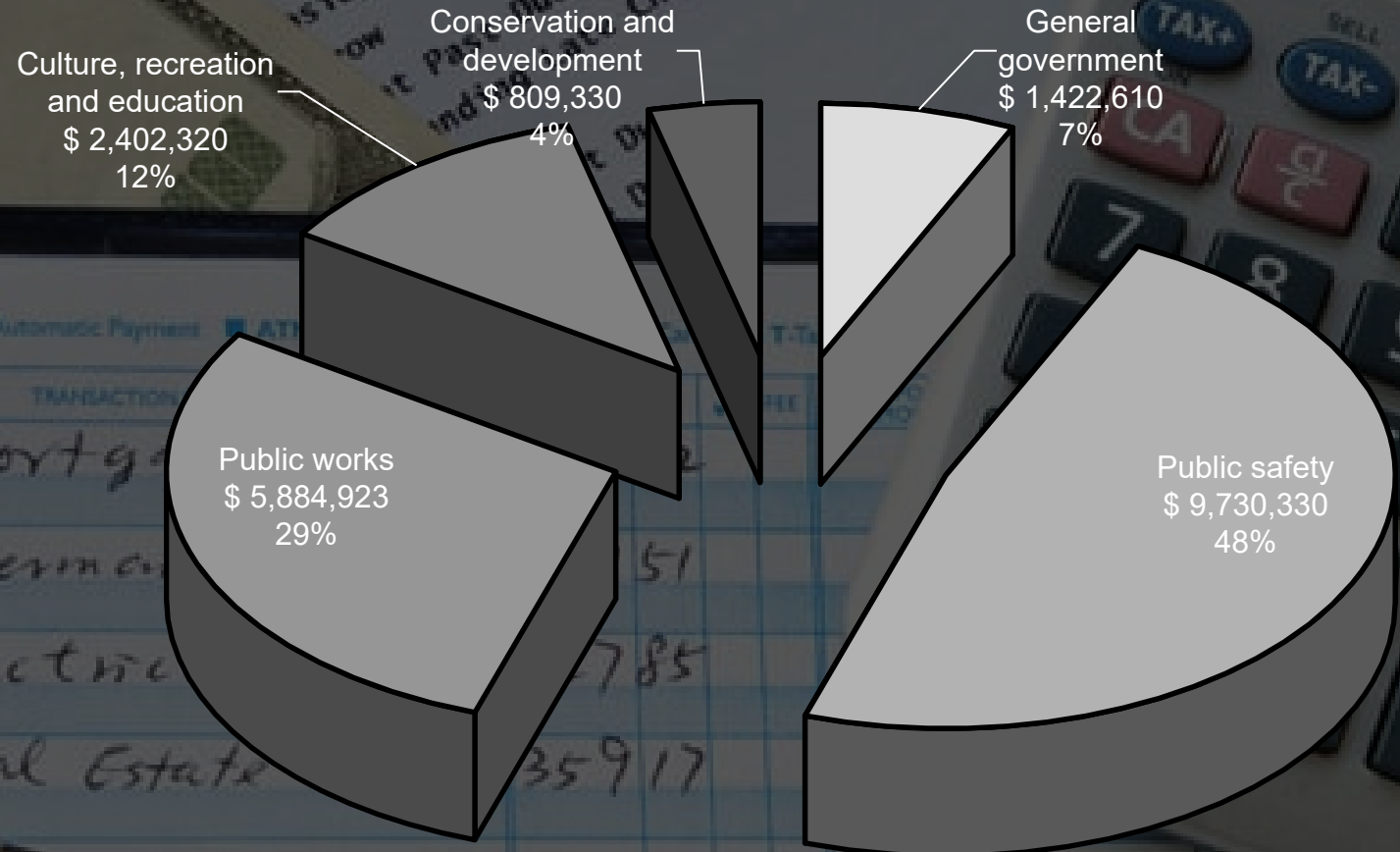
- Gas & Oil
- State Salt Contract
- WM Contract

Compensation Adjustments

- 3% Pay Adjustment
- 3% Health Premium
- Public Works proposed compensation changes

Public Safety Calls for Service

- Additional Public Safety Personnel



Budget Drivers - Expenses

Transfer of Dispatch Services

Inflation and Market Factors

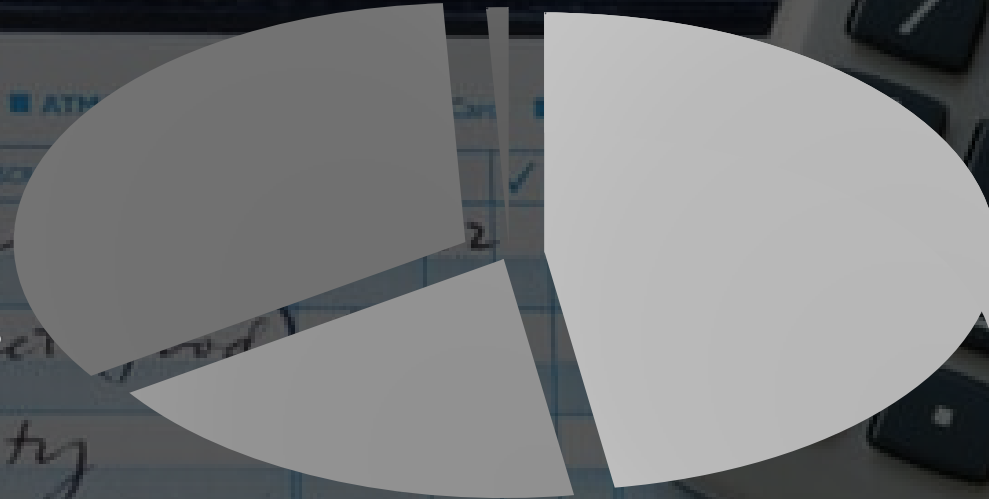
- Gas & Oil
- State Salt Contract
- WM Contract

Compensation Adjustments

- 3% Pay Adjustment
- 3% Health Premium
- Public Works proposed compensation changes

Public Safety Calls for Service

- Additional Public Safety Personnel



Tax Levy

PROPOSED TAX LEVY	2023	2024	% LEVY CHANGE	\$ AMOUNT
By Fund	Budget	Budget		Difference
GENERAL FUND	10,727,130	11,045,716	2.97%	318,586
DEBT SERVICE	4,845,716	4,823,265	-0.46%	(22,451)
TOTAL LEVY	15,572,846	15,868,981	1.90%	296,135

2023 Budget Mill Rate



\$325,000

\$5.52

\$1,794

Tax Rate

Taxes Paid

2024 Budget Mill Rate



\$325,000

\$5.57

\$1,810

Impact on a Home

Impact on a Home

The average taxpayer will pay an additional \$16 in Village property taxes under the 2024 Recommended Budget



Thank you

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: November 20, 2023

PLACEMENT: Action Item

ITEM TITLE: Contract for Communication Services Related to a Public Safety Staffing Referendum

SUBMITTED BY: Steve Kreklow, Administrator

SUMMARY EXPLANATION:

As directed by the Village Board, I contacted several communications firms requesting proposals to provide communications services related to a public safety referendum being planned for April of 2024. I contacted McMahon & Associate Michael Best Strategies, and Mueller Communications. McMahon & Associates and Mueller Communications submitted proposals. Both companies have worked with the Village in the past and have provided high-quality work products. In my opinion, both companies are capable of providing this service to the Village. The team proposed by McMahon and Associates includes individuals with direct public safety experience who would be best able to answer questions regarding the need for additional public safety staff. Mueller Communications has significantly more experience providing communication services for public safety referendums and offers a proven methodology that results in a high rate of success.

If approved by the Village Board, the costs for the contract would be allocated to the Police and Fire Department outside services budget.

ATTACHMENT:

1. McMahon Communication Proposal 231116
2. McMahon CostProposal 231116
3. Mueller Communication Proposal 231116

RECOMMENDATION:

Authorize the Village Administrator to enter into a contract for communication services with either McMahon and Associates or Mueller Communication.

ACTION BY Committee:

NOV. 16,
2023

PROPOSAL FOR **Village of Germantown**

Communication Consultant for Public Safety
Referendum

Presented by

McMahon, Public Safety and Municipal Management Group

In partnership with

Red Shoes Inc.

RED SHOES INC.



McMAHON

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LETTER OF TRANSMITTAL

Dear Steve, Village Administrator for the Village of Germantown,

Thank you for the opportunity to submit a proposal for the Village of Germantown's upcoming referendum communications tied to public safety needs.

Based on your upcoming needs and the fast-approaching referendum question, McMahon's Public Safety and Municipal Management group and our partner Red Shoes Inc., a leading strategic marketing and communication firm, are ready to dig in and get started! Our two groups work together on an ongoing basis and have decades of experience in both public safety consulting as well as marketing and communications.

Overall, McMahon's Public Safety and Municipal Management division is known and respected as the leading consulting firm focused on public management and safety consulting, project management and services for many municipalities throughout the state and country.

Most notably, Red Shoes provided strategic communication guidance and implementation for the Friends of Fox Valley Technical College group which focused on raising support for the \$65 million Fox Valley Technical College referendum initiative for public safety programs and development, which passed with more than 60 percent of the public's vote. In addition, Red Shoes has worked on numerous capital campaigns, political campaigns and non-profit initiatives, all of which have required significant community buy-in.

With both firms working side by side on your behalf, you can rest assured that you have the best, most qualified team in place for outreach and educational efforts.

Red Shoes is also certified as a Disadvantage Business Enterprise (DBE), Woman Owned Small Business (WOSB) and a Women's Business Enterprise (WBENC).

We appreciate the opportunity to submit this proposal. If you have any questions, please feel free to contact us, Jeff Roemer at (920) 540-1002 and Maria Nelson at (920) 574-3253. We look forward to learning more!

Jeffrey Roemer, CPM

Public Safety Manager

McMahon Public Safety and Municipal Management Group

Maria Nelson

Vice President

Red Shoes Inc.

RED SHOES INC. IN A NUTSHELL

•
Leading the way

Red Shoes Inc. (RSI) is a full-service agency that offers clients a pool of talent (including an Emmy® Award-winning former journalist) with expertise in media relations, marketing, branding, public relations, community outreach, social media, design, creative concepting, videography, data mining, analytics and more. RSI boasts a client inventory that covers industries such as education, transportation, personalities, non-profit organizations and healthcare, as well as community initiatives.

RSI has been recognized by industry-leading organizations for their work. Lisa Cruz, president and owner of RSI, achieved a Top Women in PR national honor from PR News. As an agency, RSI was recently recognized as a Platinum PR Awards finalist for 2019 and 2020. These honors and recognitions are additions to an already long list which includes awards such as the PRSA Premier Award of Merit and Wisconsin Healthcare Public Relations Marketing Society (WHPRMS) Communications Review judge's choice.

RSI strongly believes in fostering and supporting an inclusive work environment and extends this philosophy to its relationships with clients. RSI empowers people by respecting and appreciating what makes them different, as well as finding ways to celebrate our similarities. This approach allows for the exploration and discovery in a safe, positive and nurturing environment. For RSI, geography does not stop the work that is being done. The clients that we serve are from ten different locations around the United States and we still continue to execute at a higher level of work.

Recognition for our work and business extends through the state and nationally as showcased through numerous awards won and certifications earned. Certifications are a reflection of a complex and thorough vetting process by governmental entities.



Why the name Red Shoes?

The origins of the name are Based on a pair of red shoes Lisa purchased in the summer of 2007.

Every time she wore the red shoes, people would comment on them; the shoes were literally spurring conversations. From there, carrying that name forward was a slam-dunk. From the beginning of the business, it was mandatory to wear red shoes to work every day. And the branding works! It's recognizable and not uncommon for people to show up in their own pair of red shoes to a meeting.

Red Shoes operates as an S-Corp.



AWARDS

- ◆ Outstanding Small Business - Woman Business Enterprise Award at Marketplace Wisconsin Governor's Conference
- ◆ 2019 Platinum PR awards finalist – Public Affairs
- ◆ 2018 PR NEWS' – Top 100 Women in PR Award
- ◆ 2018 WHPRMS – WHPRMS Carol Mehlberg Award
- ◆ 2016 WHPRMS – Communication Review – Judge's Choice Award
- ◆ 2016 Spectrum Award of Merit: Marketing Material – E3: Engage, Educate, Empower
- ◆ 2016 Spectrum Award of Merit: Video/Audio – Racine Unified School District's Pandora Enrollment Digital Ads
- ◆ 2016 PRSA Premier Award of Merit – Mayor Hanna Re-Election Campaign
- ◆ 2015 PRSA Premier award of Merit – Media Relations
- ◆ 2014 PRSA Premier Award of Excellence

CERTIFICATION

Women's Business Enterprise (WBE) – this certification validates a business is at least 51% owned, controlled, operated and managed by a woman or women that are financially sound and is structured to execute contracts successfully.

Woman-Owned Small Business (WOSB) – Woman-Owned Small Business (WOSB) is a company-level diversity certification based on requirements defined by the Small Business Association (SBA) for use with federal contracts.

Disadvantaged Business Enterprise (DBE) – a certification offered for for-profit business concerns where socially and economically disadvantaged individuals own at least 51% interest and also control management and daily business operations.

OVER 25 YEARS **STRONG**

♦
Leading the way

OUR AREAS OF EXPERTISE

BRAND MANAGEMENT

Communicating your organization's brand or personality can get tricky and sometimes deviate from your original vision. Let's figure out how to get you on the right track through strategic communications.

KEY MESSAGE DEVELOPMENT

What should you be communicating to your target audiences? What mediums should you be using? There are words to use and words to avoid when involved in an interview. Red Shoes works with an organization's spokesperson to advise him/her on the major points to get across during interviews and community conversations.

MEDIA RELATIONS

Day in and day out, Red Shoes works with representatives of the media to pitch and secure editorial coverage. Because of Red Shoes Inc.'s extensive experience, Red Shoes understands how to build relationships with key members of the media (and have many relationships already built throughout the state of Wisconsin and beyond), pitch stories that pique their interest and deliver measurable results.

SOCIAL MEDIA

Red Shoes was the first organization in Wisconsin to introduce the application of social media to businesses and organizations. Whether it's Facebook, Twitter, Instagram, YouTube, blogs, LinkedIn or another relevant targeted platform, RSI knows the ins and outs of social media and is harnessing these communication tools to enhance word of mouth by integrating them with traditional efforts. Red Shoes is also on-call 24/7 for any of your immediate communication needs and to field incoming messages.

CRISIS COMMUNICATIONS MANAGEMENT

With a 24/7 news cycle, it's more important than ever to be prepared for a crisis. Red Shoes can help you prepare for the worst or, if the worst just happened, Red Shoes could help you manage your communication to protect your organization.

MARKETING AND COMMUNICATION PLANS

Red Shoes develops detailed plans that closely align with your brand and support business goals. Our plans place an emphasis on measurement, so you know marketing and communications impact the bottom line.

MEDIA TRAINING

There is a right way and a wrong way to be interviewed. Let Red Shoes help you prepare. Because Red Shoes has worked closely with the media throughout the years, Red Shoes knows what to be expect. Red Shoes helps clients prepare for interviews by developing anticipated questions and responses and setting an overall tone for the experience.

VISUAL COMMUNICATION

Red Shoes understands how to effectively communicate your key messages to target audiences in ways that will catch their attention. Through videos, posters, infographics, brochures social media graphics or other visuals, Red Shoes will work with you to create pieces that best reflect your brand and your ongoing messaging efforts.

CONTENT DEVELOPMENT

Red Shoes works with your organization to develop ideas for written and visual communication and create the content. Red Shoes' work includes newsletters, e-newsletters, news releases, blogs, tweets, media alerts, articles and more.

INTERNAL COMMUNICATIONS

Red Shoes works with organizations to strengthen their internal communications with their employees to ensure that information is communicated in a timely and proactive manner. Internal communication helps build employee brand advocates, engagement and pride.

DIGITAL ADVERTISING

Red Shoes offers targeted digital ad placement with social mirroring, geotargeting and more options to deliver on targeted campaigns reaching the audiences you need to. Along with the digital ad placement we provide design and messaging.

CONSULTATION

Red Shoes offers clients strategic communication consulting based on their needs. This includes one of the more seasoned professionals working one on one with your organization to bring fresh insights, identify trends and help guide your communication efforts in the right direction.

GOVERNMENT RELATIONS

Knowing the ins and outs of government and how it works often ties in to a successful and impactful initiative. RSI works with clients to provide strategic consultation to support your efforts through a multi-faceted communication strategy.

MEASUREMENT

Red Shoes provide analytics, reports and project recaps to measure the overall success of our collaborative efforts for each of the clients we serve. Red Shoes takes pride in providing consistent updates on progress throughout the duration of the projects we are involved in to keep everyone informed and to keep things on track.



Lisa Cruz

President

Lisa has more than 28 years of experience in communication in areas such as crisis strategy, integrated marketing planning and referendum work. Named one of the nation's Top Women in PR, her background includes working for several industries throughout the years including government (municipal services, public works and political campaigns), healthcare, high-tech, non-profit, manufacturing, school districts, restaurants, technology, construction, entertainment and more.

Related Work Experience:

Red Shoes Inc.

[2008 – Present]

President

As president of Red Shoes Inc, Lisa is responsible for overseeing the company's strategic growth locally, regionally and nationally. Lisa also provides oversight to internal operations, financials, new business development, crisis communication efforts and strategic input for client work. Lisa leads a team of 10.

Weidert Group

[2006-2008]

Vice President/Director of PR

Lisa was responsible for new business development efforts and grew revenue for PR services by more than 300 percent in two and half years. In addition to also serving as a strategic PR consultant for clients' PR work, she was also responsible for managing the client services team and overseeing client work.

Appleton Medical Center/ThedaClark Medical Center Foundation

[2001-2005]

Communication Manager

Lisa provided event management services, fund development efforts and overall communication for both foundations as well as supported communication efforts for Appleton Medical Center. While with the Foundations she spearheaded the PARTY at the PAC program which reaches thousands of children each year to educate them about making smart decisions as teens to protect their health.

Lisa Cruz Consulting

[1998-2001]

As a consultant for three years, Lisa provided PR and communication services to a variety of online companies. This included providing media relations to place editorial stories in several national consumer media outlets as well as industry trades.

Laer Pearce & Associates

[1997-1999]

Account Executive

Lisa was responsible for leading multiple client teams in a variety of industries and areas such as entertainment, retail malls, a water district, restaurants and more.

Shafer & Shafer

[1996-1997]

Account Coordinator

In this role, Lisa worked in the high-tech industry to help clients with brand awareness. She was responsible for billing, setting up media tours, coordinating analyst tours and speaking engagements.



CONTACT INFORMATION

lisa@redshoesinc.com

(920) 205-9796

EDUCATION

University of Wisconsin-Stevens Point

Bachelor of Arts in Three Majors,
Communication

Emphases: Public Relations

Spanish and Cultural Studies

PROFESSIONAL AWARDS

Athena Award

National Top Women in PR Award

Maria Nelson

Vice President

Maria Nelson has extensive experience in media relations, crisis communication and internal communication. An employee of Red Shoes Inc. since 2009 and a public relations practitioner for nearly two decades, Maria specializes in strategic communications and excels in complex projects and creating detailed plans with spot-on messaging.

Maria has a passion for crisis communications and is able to anticipate and plan for the multifaceted impact a crisis has on an organization. A graduate from Marquette University, Maria quickly gets to the heart of an issue and provides sound counsel to her clients.

Related Work Experience:

Red Shoes Inc.

[2008 – Present]

Vice President

- Leads a team to manage more than a dozen clients' day-to-day activities
- Provides strategic planning expertise to clients' media relations, social media, marketing, graphic design and advertising activities
- Leads crisis communication planning and execution
- Creates and executes detailed communication plans for major announcements, crises, etc.

Weidert Group

[May 2007 – August 2008]

Account Executive

- Managed several client accounts for numerous industries including health care, education, manufacturing and religion
- Planned for and managed several website projects
- Researched and planned social media campaigns

The Depression and Bipolar Support Alliance

[May 2006 – May 2007]

PR Coordinator

- Researched, developed, coordinated and evaluated promotional plans for national initiatives
- Wrote and edited press releases, press materials, quarterly newsletter and an annual report
- Developed communications plans and maintained budgets for numerous, simultaneous projects
- Improved and managed a Speakers Bureau

Green Bay Packers

[June 2004 – May 2006]

Public Relations Intern

- Arranged daily media availability for assistant coaches, players and front office executives
- Wrote weekly press releases, post-game notes, player biographies
- Assisted in game day and practice credential distribution
- Covered area sports events and wrote game and feature articles
- Compiled analysis of conferences and predicted season records



CONTACT INFORMATION

maria@redshoesinc.com

(920) 209-2323

EDUCATION

Marquette University
Bachelor of Arts in Communication,
Minor in Advertising

Emphasis: Public Relations

PAST AND PRESENT COMMUNITY ORGANIZATION AFFILIATIONS:

- Homeless Connections (now Pillars) board of directors
- Partnership Health Center board of directors
- St. Therese Church volunteer
- Catholic Charities board member

Meagan Hardwick

Agency Director

Meagan Hardwick joined the Red Shoes team in 2015 and has more than 15 years of marketing and communication experience serving an array of industries including transportation, government, higher education, financial, healthcare, manufacturing, non-profits and more. In her role, Meagan acts as primary contact for numerous clients providing them with both high-level consulting and leading an internal team that executes clients' integrated marketing and PR needs.

Related Work Experience:

Red Shoes Inc.

[August 2015 – Present]

Agency Director

At Red Shoes, Meagan is responsible for leading clients in their marketing, PR and communication efforts. With this, Meagan manages general awareness and marketing campaigns featuring tailored messaging applied to PR efforts, social media channels, advertisements, websites, newsletters, print collateral and more. With an eye on key measurements, Meagan ensures that clients' overall marketing goals are accomplished. In addition, in her agency director role, Meagan oversees the growth of the team and agency, training, crisis communication work and creative direction of the agency.

University of Wisconsin-Fox Valley

[April 2012 – August 2015]

Director of Marketing & Communications

Campus Marketing Specialist

At UW Fox, now known as UW Oshkosh - Fox Cities, Meagan designed, directed and implemented campus marketing plans to create a more visible presence in the community and to assist with enrollment management and retention of students.

Boys & Girls Club of Oshkosh

[June 2008 – April 2012]

Marketing & Communications Assistant Director and Marketing Coordinator

Meagan started her post-college career at the Boys & Girls Club helping to manage marketing and communication efforts for multiple sites and unit clubs. This also included donor relations, special event coordination and community engagement efforts.



CONTACT INFORMATION

meagan@redshoesinc.com

(920) 540-3468

EDUCATION

University of Wisconsin-Green Bay,
Bachelor of Arts in Communication,
Minor in Corporate
Communication

*Emphases: Public Relations,
Electronic Media and
Organizational Communication*

PAST AND PRESENT COMMUNITY ORGANIZATION AFFILIATIONS:

- LEAVEN Board of Directors
- Christian Cooperative Board of Directors
- Peaceful Purpose Board of Directors
- Fox Valley Technical College Business Advisory Board
- Women's Fund for the Fox Valley Region – Events Committee
- Project Search – Business Advisory Council (BAC) Member
- Leadership Fox Cities – 2015 Graduate

ABOUT McMAHON

PUBLIC SAFETY AND MUNICIPAL MANAGEMENT DIVISION

McMahon's Public Safety and Municipal Management professionals are committed to the needs and issues of public safety and government. We're experts at what we do because we have real-life experience as law enforcement officers, fire officials, EMS providers, municipal administrative staff, military personnel, and public safety specialists.

By working with this team, communities can improve the services they deliver to their residents. We provide on-site assistance for municipal administrations, providing counsel, recommendations and help in implementation of those recommendations.

We also work collaboratively with our engineering and architectural design colleagues to enhance the safety and security of facilities – from design to day-to-day operations.

Our Public Safety and Municipal Management group is led by public safety manager Jeff Roemer who has more than 35 years of experience in public safety and municipality administration.

Who We Serve

- ✓ Municipal/Civic
- ✓ Police/Fire/EMS
- ✓ Industrial/Manufacturing
- ✓ Agriculture
- ✓ Commercial/Retail
- ✓ Education
- ✓ Community & Culture
- ✓ Healthcare & Wellbeing
- ✓ Private Sector

Service Offerings

- ▶ Public Safety & Emergency Management
- ▶ Public Management
- ▶ Security Services
- ▶ Building Inspections

The quality of service and the expertise of the staff. McMahon staff does not just work for, they work with our municipality and staff to understand our goals as a community. McMahon has become part of the municipal team.

Tori Straw
Administrator, Town of Clayton

JEFFREY R. ROEMER

Jeff has over 35 years of experience in public safety. He is a certified public manager and has been providing full-time public safety management consulting for the last 25 years. He worked as Fire Chief for the City of Menasha from 1995 to 1998, Public Safety Director for the Village of Allouez from 1988 to 1998, and Shift Commander for the Village of Ashwaubenon for 7 years. Jeff has worked on numerous public safety projects for the last 21 years, as Project Manager, in communities nationwide. He recently served as the Fire Chief and Emergency Management Director for the City of Green Bay and the City of De Pere, where he had responsibility for all aspects of emergency management including preparedness, response, recovery, and mitigation.

PROJECTS

FIRE SERVICE

City of Green Bay – Fire Chief
City of De Pere – Fire Chief
Village of Bellevue – Fire Chief
Village of Suamico – Fire Chief
Village of Johnson Creek – Fire Chief
Lake County, Indiana – Regional Fire Study

EMS SERVICE

Door County – EMS Director
City of Baraboo – EMS Study
Wheaton Franciscan Hospitals – Waterloo, IA – EMS Director
Clarinda Regional Health Center - Iowa

POLICE SERVICE

Village of Palmyra – Public Safety
Director
Village of Allouez – Public Safety
Director
Milwaukee Regional Medical Center –
Public Safety Consultant
Police Executive Research Forum – D.C.
- Consulting

EMERGENCY MANAGEMENT

State of Wisconsin – All Hazard Incident Management Team
City of Green Bay – Emergency Management Director
City of De Pere – Emergency Management Director
Brown County, WI – Regional Incident Management Team
Menominee Indian Tribe of Wisconsin – Consulting
Bad River Tribe of Wisconsin – Consulting, exercises
City of Chicago – Emergency Response Planning

PUBLIC ADMINISTRATION

City of Janesville – Consulting
Village of Mukwonago – Consulting
Certified Public Manager Program – Training
Town of Mukwonago - Consulting

SECURITY MANAGEMENT

Cross Point Community Church – Oconomowoc, WI – Safety Team Management
Milwaukee Regional Medical Center – Security Team Coordination
USO – Mitchell Field Airport – Consulting
Qassim University, Buraydah, Saudi Arabia – Security Consulting



CONTACT INFORMATION:

jroemer@mcmgrp.com
Office: (920) 751.4200 ext. 401
Cell: (920) 540.1002

SPECIALIZED COMPETENCE:

Fire Administration
Police Administration
EMS Administration
Emergency Management
Incident Management Team Specialist
Project Management
Vulnerability and Security Assessments
Public Management
Security – Safety Team Management

EDUCATION:

Associate Degree in Political Science from
Northeast Wisconsin Technical College

Executive Fire Officer Graduate from
National Fire Academy

Certified Public Manager from University
of Wisconsin

School of Police and Command Graduate
from Northwestern University

PROFESSIONAL AFFILIATIONS:

Wisconsin Certified Public Managers
Association

International Association of Fire Chiefs

Wisconsin City County Managers
Association

Along with McMahon's Public Safety and Municipal Management leader, your team will also have access to two additional seasoned McMahon professionals.

Robert C. Whitaker - Senior Public Safety Specialist

Robert has over 30 years of experience in the fire, emergency medical and emergency management field. He currently works as a Fire & EMS Chief/Administrator of a consolidated fire and emergency services department in Wisconsin. Before his position as Chief, he worked as a Deputy Chief of Administration, Battalion Chief and Training Chief. Robert has worked as a consultant on a variety of public sector management projects, including multiple projects on fire service consolidation and shared service initiatives.



Brian Zalewski - Public Safety Specialist

Brian is an accomplished and innovative leader with a robust industry network, offering expertise in public safety operations, emergency management, operational planning, and complex project management. He is an impactful team leader and proven professional communicator. Adept at combining motivational methods, team coordination, training and mentoring, strategic direction, and complex problem-solving to exceed the organization's objectives. Recognized and formally commended for excellent servant leadership, diversity, strong collaborative relationships, interpersonal skills, and a reputation of integrity.





Program of Work

Summary

As with any marketing and communication endeavor, developing the strategy, timeline and key messaging to build the foundation for educational outreach is key. It's important to note that our work will not be persuasive or promotional in tone but rather informative so that all constituents have the necessary information to make the most informed decision for their own beliefs and values.

Information Gathering

We will begin by identifying the key team members for the Village of Germantown. McMahon and Red Shoes will plan to meet with all parties to conduct thorough information gathering sessions, focused on in-depth discussions about people, processes and channels. Based on what we already know, and from McMahon's extensive background in Police, Fire and EMS planning, we'll bring a streamlined list of questions ranging from known governmental challenges, nuances, perceptions, key demographics, proposed agreement details and more.

Also included in this information-gathering phase, is identifying which channels the Village of Germantown anticipates using to deliver communication efforts. We will also discuss, in more detail, the strategy behind trying to reach your target audiences whether it's through traditional media such as TV, radio and newspapers or through social media, digital marketing, website, direct mailers, emails, videos, testimonials, events/town halls and more.

Execution Timeline:

In marketing and communication, we live and breathe by the execution timeline because we know the right or wrong timing can boost or break an education and outreach campaign.

In this situation, time is of the essence, and we know we must get started immediately and work quickly to prepare resources.

With that, given what we know today, below is our *rough* recommendations.

We do recommend developing a more comprehensive weekly timeline after information gathering.

- ♦ **Information Gathering, Developing our Communication Plan and Preparation of Materials**
January - February 2024
- ♦ **Outreach Execution**
February – April 2024

Marketing Communication Plan Development

After information gathering sessions have taken place, McMahon and Red Shoes will develop a short and sweet communication plan to guide our education outreach efforts. Our process to develop the plan is outlined below and includes anticipated deliverables.

Our Process:

- Conduct initial meetings with appropriate team members to gather information and greater context
- Conduct additional research, analyze information gathered, audit appropriate materials/resources and identify positioning
- Develop a first draft of the plan and present to point of contact for feedback: plan includes key messaging, campaign/creative approach, tactics and timeline
- Revise plan based on feedback
- Present plan to Village of Germantown administration
- Make final revisions based upon feedback and finalize plan
- *GET TO WORK ON PREPARATION AND EXECUTION*

Key Messaging

Key messaging is the information that we will, together, deliver during our education and outreach efforts and key messages will also be included in the communication plan. Messaging needs to be consistent and frequent across all channels to have maximum impact on your target audiences. We use key messaging as the foundation of each communication piece; therefore, the development of the messaging is a top priority in the first phase. Having worked with several municipalities and government entities in the past, we are in a position to successfully develop the key messaging necessary to educate and inform constituents of the public safety resource needs to be able to continue to provide effective emergency services.

Positioning

Our goal during implementation and then ongoing execution of the education outreach campaign is to position the Village of Germantown as a fact-sharing entity. Making sure all FAQs and materials are factual is our utmost priority.

Multicultural and Underserved Populations

Red Shoes will take a deeper dive into each municipality's demographics. For example, we may recommend outreach to specific community groups or that we translate outreach materials into specific languages to assure that we are reaching all constituents with the right message at the right time and in the right way.

Community Engagement

Once our plan is complete, we will prepare to launch the education and outreach campaign, however, it's important to note that once marketing efforts ARE in place that we continue to keep our 'foot on the gas' and continue ongoing communication efforts ahead of the referendum vote.

We will address our recommendations for community engagement tactics such as events, town halls and listening sessions in our marketing communication plan but **it's worth noting that an online questions/feedback form should also be developed** and should be ready for sharing upon announcement launch day via websites, social media pages, e-blasts, etc.

It will be crucial to listen to the community throughout the campaign to gain critical questions and feedback. By hearing from the people about how they feel and what they know, we can discover any misinterpretations in our outreach materials. We can then use this information to refine our message or pivot with a different strategy in real-time. We will work closely with the Village of Germantown and local voices to generate these survey questions and/or form during phase one and then monitor how informed the community is during the following months.

Tactics identified and recommended during the information gathering and plan development of this project include a blend of the following recommended tactics, channels and deliverables:

Campaign theme and design:

An overall campaign theme through visuals, layout and design will be developed and will be extremely useful when working with all channels. We want to ensure that we are building outreach recognition that your end-users know and think of the information as coming from the Village of Germantown, a trusted resource.

Landing Page:

As with any marketing communication efforts focused on community education, we highly recommend the Village of Germantown builds out (with our support) a landing page to house all of the pertinent, factual information. Additionally, we will provide a cohesive designed look to the overall campaign that will be consistent with all other materials and content that are shared.

Launch Day

The first step of executing the education outreach campaign related to the referendum question is first planning a launch day where a spokesperson from the village as well as any community leaders come together to publicly announce the upcoming referendum and answer questions. This could be done via a press conference or simply a news release.

Media relations:

We will work with local and/or regional news outlets to garner media coverage through news releases, media alerts, pitches, etc. Our approach consists of ongoing outreach efforts between the media and your target audience to get the news out about the referendum question and what a yes or no vote means.

Media list development and distribution of news releases and media alerts:

Using our knowledge and working with the village, we will build a list of key media individuals and then draft, edit and distribute frequent news releases as well as social media posts to media outlets regarding news, upcoming events or milestones. Our media relations efforts often include direct outreach as well. We pick up the phone, send emails and consistently follow up with media outlets to ensure they have the right information, and we also seek and seize opportunities to garner coverage on the community campaign.

Editorial board meetings:

We often set up meetings with local/regional newspaper editors and spokespersons to educate them on the agreement. This first step is helpful with factual information forthcoming when you sit down with editorial outlets from the beginning of the outreach efforts. It is a way of mitigating misinformation and providing a proactive way to “set the table” with the right information. In turn,

these types of meetings help garner media coverage surrounding awareness and public attention.

Content calendar development:

We will work with representatives from the village to develop a content calendar broken down by week of ideas to be used for social media. The content calendar will be based on the key messaging, information, facts with visuals and also be paced according to the weeks leading up to the vote. We work with clients on developing the content weeks ahead at a time to solicit review, feedback and approval before publishing. We will work with your existing social media manager or staff to coordinate postings and feedback.

Video development:

Social media is a means of communicating with and listening to your target audiences. We believe that communication is at the forefront of social media and should be the focus when participating in online engagement. These communications should be authentic, transparent and timely. We will determine which channels will be most effective (based on where your target audiences are interacting). We may also determine non-highly produced video is another viable way to use to reach your target audiences. Video and other generated content may also be leveraged in other channels such as newsletters, emails, etc.

Townhall meetings:

Town hall meetings (in person and/or virtual) are another way to engage the community. This is a mainstay of community relations and ensures the community has an opportunity to voice their questions. We envision that this may be another valuable listening tool as well as an opportunity to present the informational and factual educational pieces to the public.

Mailer distribution:

We anticipate a minimum of one to two mailers will be developed and distributed to constituents during the implementation and execution phase of outreach efforts. Timing will be important and determined based on the planning process.

Working with our teams:

As noted previously, we understand and know what works best for quick turnaround project work. A key component includes regular standing meetings, ongoing research to listen to feedback and perceptions, as well as ongoing status reports with next steps as indicated by the overall plan. Additionally, we recommend using tools and self-monitoring such as:

- Use of software for social media monitoring
- Website analytics (Landing page visits, length on-page, survey numbers, etc.)
- Number of queries/questions generated
- Tracking the types of queries or questions being asked by the community
- Use of software for editorial coverage monitoring (useful to measure tone and sentiment of coverage)

Timeline:

Please note that a comprehensive project timeline will be developed and included in the communication plan. However, the timeline (next page) shows our abbreviated process, milestones and workflow. Note this is flexible once the work is awarded.

Project	Tactic	Timing
Information Gathering Introduction Meeting to McMahon and Red Shoes	McMahon and Red Shoes to facilitate an introduction meeting with village representatives. McMahon and Red Shoes to conduct additional research, outreach and audit appropriate materials and resources.	December 2023
Plan Development	McMahon and Red Shoes to develop a first draft of the communication plan.	Early January 2024
Presentation to main point of contact	McMahon and Red Shoes to present first draft of the communication plan to point of contact for feedback. Plan to include key messaging, campaign and creative approach, tactics and a comprehensive timeline. Red Shoes to edit plan after meeting.	January 2024
Campaign Development	Red Shoes will develop outreach materials, landing page, etc.	January-Early February 2024
Launch Day Referendum Announcement	McMahon and Red Shoes to work with village staff on planning of launch day as well as managing logistics the day-of.	February 2024
Ongoing execution	McMahon and Red Shoes will work with appropriate contacts on the execution of the ongoing education outreach materials. This included tactics and monitoring previously outlined in this proposal. During this time, we recommend biweekly touch base calls to review priorities, timeline checkpoints and to strategize any pivots needed to the campaign.	February – April 2024

RELEVANT PROJECTS

RELATED EXPERIENCE

With an experienced and talented team of problem solvers and forward thinkers, our teams have the connections and resources along with a breadth of understanding when it comes to community behaviors and constituent habits. Relevant projects we have delivered successful results for include:



FRIENDS OF FOX VALLEY TECHNICAL COLLEGE

Red Shoes worked closely with the Friends of Fox Valley Technical College group to lead all communication and marketing efforts focused on a \$65 million referendum. One of the first tasks on hand was to build a coalition of business and community leaders to share the information among their networks. Red Shoes developed an extensive plan including key messages and recommended tactics to share information among channels such as a website, eblasts, media relations and more. The referendum passed with more than 60 percent of constituents voting yes.

For more samples of Red Shoes Inc. work, please [click here](#).

TOWN OF DELAVAN

McMahon, Jeff Roemer specifically, has been the primary Client Representative for the Town of Delavan since 2019. In 2020, Jeff led a Fire-EMS staffing analysis and then the planning effort to provide proper education planning for a staffing referendum. This referendum passed and provided the Fire Department with the resources they needed to provide the proper emergency services and allow the community to grow. This referendum vote took place in April of 2021, shortly after a successful station referendum went into effect the previous year.



VILLAGE OF GERMANTOWN

McMahon, Jeff Roemer specifically, worked with the Village in 2019 to provide management counsel for the Fire Department. Jeff assisted the department through an administrative transition and helped mentor and provide the interim Chief and the Village with a foundation to move effectively through the transition.



For more detailed information on these McMahon projects, please [click here](#).

REFERENCES

PAST PERFORMANCE

The following contacts are from projects highlighted earlier in this proposal via information and links.

VALLEY TRANSIT (Red Shoes Inc.)

*Marketing and communication client since 2018

Ron McDonald | Valley Transit General Manager

801 S. Whitman Avenue

Appleton, WI 54914

920.629.0000

Ronald.McDonald@appleton.org

TOWN OF DELAVAN (McMahon)

John Olson | Town Administrator

5621 Town Hall Rd. | Delavan, WI 53115

262.728.3471

admin@townofdelavan.com

VILLAGE OF GERMANTOWN (McMahon- RW Management Group)

Steven Kreklow | Village Administrator

N112W17001 Mequon Rd. | Germantown, WI 53022

262.250.4775

skreklow@village.germantown.wi.us

Proposal Costs

The costs, outlined below, are for communication support related to a public safety referendum for the Village of Germantown. Costs are inclusive of both McMahon and Red Shoes Inc. services. **It does not include printing and mailing costs which would be quoted and invoiced at an above and beyond cost.** This cost form also assumes most meetings will be conducted virtually.

Hourly Rates:

This cost proposal is based upon hourly rates that range from \$125 per hour to \$175 per hour depending which Red Shoes or McMahon employee is working on the project. The blended hourly rate is \$150.

Costs:

Initial Meeting, Preparation and Information Gathering
\$7,500

Communication Plan Development
(Includes strategies and tactics by target audiences, key messaging, timeline)
\$7,500

Development of Materials, Copywriting/Design, Website Landing Page, etc.
\$35,000

Announcement of Referendum, Planning, Media Coordination, etc.
\$10,000

Ongoing Execution and Monitoring of Education Outreach Efforts
(Additional content development, media outreach and interviews, social media posts, regular standing meetings, strategizing/consulting, etc.)
\$25,000

Total Services Costs

Not to Exceed \$85,000

MUELLER COMMUNICATIONS

VILLAGE OF GERMANTOWN

PUBLIC SAFETY REFERENDUM



ALLOW US TO INTRODUCE OURSELVES

At Mueller Communications, we are a full-service team of seasoned, well-connected marketing, communications and creative experts.

We leverage decades of experience in communications and marketing to help organizations, leaders and influencers amplify their great work. With integrity at the heart of all we do, our team of strategic communicators and problem solvers **strives to do the right thing for our clients and our communities.**

Across industries and geographies, our comprehensive communications and marketing services consistently deliver measurable results to support the individuals and organizations who are making a difference.



STRATEGY

AT THE CENTER OF ALL WE DO

Everyone has a story to tell and challenges to overcome. Whether you have good news to promote or a challenging situation to manage, we have the right team to be your strategic partners.

At Mueller Communications, there is no “one size fits all.” We tailor our approach to each individual client, circumstance and initiative, leveraging decades of experience in public relations, marketing, website development and creative design.

At Mueller Communications, we take a 360° approach to communications to ensure the **right message** is delivered to the **right audience** at the **right time**.





LORI
RICHARDS



JAMES
MADLOM



CARL
MUELLER



ELIZABETH
HUMMERTZSCH



ANDY
LEDUC



PHILL
TREWYN



MIA
TRIPPI



CHRISTIE
WOLFE



MARY
JESSEN



CASS
BERGEMANN



CHRIS
NELSON



JENNIFER
MORTON



LAURA
KELLER



KRISTA
RUEHMER



ANGELA
OHLINGER



KEVIN
KOCCHI



DEANN
SADER



LAUREN
GEORGE



JEREMY
TREUDEN



ANNA
WILLKOMM



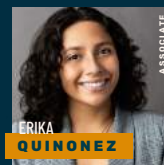
TEA
TETTING



AKASH
PUNNOOSE



MARK
CURRAN



ERIKA
QUINONEZ



MADDIE
KREBS



LUCAS
JOHNSON



MAYA
FIDZIUKIEWICZ



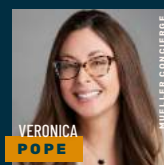
NATASHA
BIVINS



KAITLYN
BROSS



HALLIE
HATCH



VERONICA
POPE



AMELIA
VENEGAS



GINNY
CZARNECKI



KIRSTEN
MUELLER

TEAM MUELLER

Our deep bench of big picture thinkers, detail-oriented doers and creative problem solvers are **the best in the business.**



MEET

YOUR MUELLER TEAM



Our teams are **custom-built to serve each client**, ensuring the right mix of skills, personalities and background knowledge to get the job done. We strive to be an extension of your team, fitting in seamlessly to support your communication strategies and brainstorming out-of-the-box ways to achieve your goals.

What makes us unique is our deep bench strength. ***Someone will always be available to you to answer a question or respond to a request, 24/7, 365 days a year.***

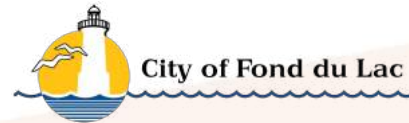


Plus - from a budget perspective - by including team members with different levels of experience, we always aim to have the most-qualified, least-costly staff member execute each task needed for a successful campaign.



MUELLER COMMUNICATIONS PREVIOUS EXPERIENCE

Mueller Communications has provided support to a number of municipalities who have gone to referendum. Below is a sampling of communities we've worked with on similar referendum education campaigns:



OUR PROCESS



PUBLIC EDUCATION CAMPAIGN

Mueller will create and execute a public information and education campaign that clearly articulates for voters the need for additional resources and the impact to the community if the referendum passes or if it fails.

Outreach Plan & Strategy: At the outset of our work together, we will conduct an initial audit to understand the research that has been completed to-date regarding public safety needs. We will also conduct interviews with key staff to understand the unique needs of the Village's Fire and Police Departments. Based on that information, as well as the research completed by the Village, we will refine a communications strategy that may include the following key elements.

Communications Materials: We will work with you to develop clear and concise materials that will effectively communicate information about the referendum, including:

- Key messages for use in ensuring consistent communication across all outreach methods and from all messengers;
- A fact sheet that explains the situation and the need for additional funding; and
- FAQs to help disseminate facts and dispel any misconceptions about the need for the referendum, what the funding would be used for, and the process undertaken thus far.

THE GOAL: AN INFORMED AND ENGAGED ELECTORATE

Municipalities cannot advocate for a specific outcome in an election – or a referendum. Rather, it can educate and encourage community members to make an informed decision.



PUBLIC EDUCATION CAMPAIGN

OUTREACH APPROACHES

We will take key information from communications materials and leverage it to develop and distribute information to the community.

Examples of the outreach we might recommend include:

- **Direct Mail / Print Ads:** We will develop and distribute two direct mail pieces to all residences in your community. Each mailer would provide key information about the referendum, as well as links for more information.
- **Newsletter Content:** We will develop content that can be distributed through newsletters or as inserts in other communications with the community, such as utility bills.
- **Posters / Displays:** We will develop informational graphics, posters, and / or cover photos that can be printed and displayed in municipal buildings and shared across social media channels.
- **Presentation Deck:** We will develop a presentation that can be used by officials to explain the referendum at community meetings (in person or online).
- **Information Sessions:** We will work with municipal officials to schedule a series of information sessions to provide an opportunity to share the need for the referendum and allow residents to ask questions. The sessions would be promoted in advance and recorded, as technology allows, to be made available for later viewing.
- **Community Presentations:** We will work with you to identify opportunities to speak to local community organizations about the referendum (e.g. local Rotaries, Chambers of Commerce).



PUBLIC EDUCATION CAMPAIGN

ONLINE PRESENCE

- **Website:** We will develop content for a landing page that would serve as the hub for information on the referendum, mailers, an online FAQ and contact information where additional questions can be directed.
- **Social Media - Organic:** We will work with you to develop content that can be regularly posted on social media channels to inform the electorate about the need for the referendum. We will also provide a response guide that identifies likely questions and suggested answers that officials can use in responding to online engagement.
- **Social Media - Paid:** We will develop engaging video content to leverage as display advertising on Facebook. We recommend a series of videos from public safety staff explaining the need for additional resources.
- **Email / eNewsletter:** We will develop content that can be used as part of regular email or eNewsletter distributions, as appropriate.

EARNED MEDIA

We will work with officials to develop and distribute news releases and media pitches designed to secure coverage in the local media about the referendum.



We have a robust in-house design team, but also work with key, trusted partners, including video production experts, as well as print and mailhouse partners. While we have preferred vendors we have worked with on similar projects that we are happy to engage, we are also accustomed to working with the in-house talent or preferred vendors of our clients, where applicable and desired.

OUTSOURCING



We will work closely with you to understand the needs of your community and develop a detailed timeline to meet your needs. We have included the following high-level sample timeline targeting an April 2024 referendum vote:

DECEMBER 2023:

- Mueller Communications meets with Village to begin developing outreach plan and approach
- Village continues to share previous studies, presentations, other materials
- Mueller requests any additional information, data as necessary
- Mueller begins work on initial messages:
 - Key messages
 - FAQs
 - Charts and graphs to illustrate need
- Mueller and Village meet to workshop messaging
- Village approves initial messaging drafts
- Mueller engages video team and develops script for video, facilitates shoot

TIMELINE



JANUARY 2024:

- Mueller uses approved messages to draft and design additional outreach tools:
 - Fact sheet
 - Presentation deck
 - FAQs
 - Social media content
- Village identifies relevant community groups to engage for presentations, confirms dates for information sessions
- Village creates email address to capture referendum-related questions, sets up forwarding for Mueller team
- Village uploads website content
- Question due to County
- Village distributes news release with overview of the referendum

FEBRUARY 2024:

- Mueller drafts and designs Mailer 1
- Village begins posting social media content

TIMELINE



MARCH 2024:

- Mailer 1 sent to all households
- Mueller drafts and designs Mailer 2, sends to all households
- Video / social media ad launches for 6-week campaign
- Social media posts continue to be published
- Village conducts outreach to media about upcoming info sessions
- Information sessions held
- Village continues to present to relevant community groups

APRIL 2024:

- Social media ad continues to run
- Social media posts continue to be published
- Village conducts outreach to media about election on April 2
- FYI: Election Day - April 2

TIMELINE



BUDGET ESTIMATE

Professional Fees, Mueller Communications:

(Will be based on actual fees, not to exceed this amount, based on current understanding of the scope of work)

\$28,870

Administrative and Technical Fee:

\$2,165.25

Media Spend, Social Advertisements:

\$800

Videographer

\$2,700

Printing / Mailing Costs Estimate* (mailers):

Estimate to print and mail 2 separate, full-color direct mailers to be sent to all households (approx. 8,111)

\$12,310

Public Education Campaign Budget:

\$46,845.25

We will work with you to refine our scope of work and budget to best meet the needs of your communities. This proposed budget is based on the scope of work outlined above.

*Note: Printing estimates and third-party vendor costs are based on projections as of **November 2023** and may be subject to change.



CITY OF FOND DU LAC

Joe Moore

City Manager
920.322.3407
jmoore@fdl.wi.gov

NICOLET UNION SCHOOL DISTRICT

Dr. Greg Kabara

Superintendent
414.351.7525
greg.kabara@nicolet.us

LEAGUE OF WIS. MUNICIPALITIES

Jerry Deschane

Executive Director
608.267.2380
jdeschane@lwm-info.org

CITY OF FORT ATKINSON

Rebecca LeMire

City Administrator
920.563.7760
RLeMire@fortatkinsonwi.net

OUR REFERENCES



CASE STUDIES

RELEVANT EXPERIENCE



CASE STUDY

VILLAGE OF GERMANTOWN

The Villages of Germantown and Richfield commissioned studies from hydrogeologists that provided insight on the potential impacts and benefits of extending services from Germantown Water and Sewer Utilities to new paying customers in Richfield.

The Village of Germantown worked with Mueller Communications between August 2022 and November 2022 to **educate the community on the need for a referendum question to consider whether to approve an Intergovernmental Agreement (IGA)** on November 8, 2022 that would determine whether the Village should provide water and sanitary sewer service for a fee to customers in a portion of the Village of Richfield.

Mueller created and executed an educational outreach campaign that included the development of educational materials, including key messages, fact sheets and infographics, and updates to the Village of Germantown website that clearly conveyed the situation. With materials developed, the team prepared two direct mail pieces, drafted posts to share across Germantown social media channels, and created an informational presentation to share with community groups and city council members.

Electors in the Village of Germantown voted to approve the IGA, allowing Germantown to provide water and sanitary sewer service for a fee and on an ongoing basis to customers in the Northeast Corridor of the Village of Richfield, ultimately expanding Germantown's water and sewer services customer base.



CASE STUDY

CITY OF FOND DU LAC

Stagnant funding and increasing demand for public safety services **threatened the City of Fond du Lac's ability to provide local fire and paramedic services and to adequately staff its police department** to meet all responsive and preventative responsibilities.

Fond du Lac worked with Mueller Communications between December 2020 and April 2021 to **educate the community on the need for a public safety referendum** on April 6, 2021.

Mueller created and executed a campaign that included the development of educational materials, including key messages, fact sheets and infographics, and informational posters, and updates to the City of Fond du Lac website that clearly conveyed the situation. With materials developed, the team prepared three direct mail pieces, drafted posts to share across Fond du Lac social media channels, and created informational presentations for the City Administrator, Police Chief and Fire Chief to share with community groups and city council members.

Electors in the City of Fond du Lac ultimately voted two-to-one to approve the increase in the property tax levy, allowing Fond du Lac to add six new police officers, six new firefighters/paramedics and the equipment needs for each new staff member.



CASE STUDY

VILLAGE OF CALEDONIA

Due to insufficient public safety funding and growing current service demands, the Village of Caledonia identified a need to add additional full-time personnel to its police and fire departments.

Caledonia worked with Mueller Communications from December 2022 through April 2023 to educate the community **on the need for a public safety referendum** ahead of the April 4, 2023 vote.

Mueller worked closely with the Village of Caledonia to create comprehensive messaging and frequently asked questions to cascade through education materials, including key messages, fact sheets and infographics, and informational posters, and updates to the Caledonia website that clearly conveyed the situation. Mueller also created two direct mail pieces, drafted social media posts to share across Caledonia channels, and executed an on-site video shoot for a social media ad to reach Caledonia voters up until days before the election. Mueller Communications also designed informational presentations for the Village Administrator, Police Chief and Fire Chief to share with community groups and Village Board members.

Electors in the Village of Caledonia ultimately voted to approve the increase in the property tax levy, allowing Caledonia to add eight new police officers, six new firefighters/paramedics and the equipment needs for each new staff member.

PUBLIC SAFETY REFERENDUM

VOTE APRIL 4 2023

The Village of Caledonia has identified a need to add additional public safety personnel to the Police and Fire Departments.

Voters will be asked whether or not to support an increase in the Village's annual tax levy, beginning with bills issued in December 2023, to cover the cost for six additional firefighter/paramedics, eight additional police officers and the personal protective equipment those staff members require.

WHY REFERENDUM?

Current public safety funding levels are insufficient to meet the service demands and needs of the community. Caledonia must act now if it has no choice but to ultimately require the levy for services.

Because of state-imposed levy limits, Caledonia must gain approval from taxpayers through a referendum to increase the tax levy to fund additional staffing.

Increasing staffing levels and an increase in the levy of funds will allow the Village of Caledonia to provide a consistent, high-quality response to the needs of the community. In March 2023, further staffing response capabilities.

Staffing at the Caledonia Police Department is low due to multiple officers to effectively patrol the large geographic area of the Village and respond to the high volume and complexity of calls for service.

IF A MAJORITY VOTE "YES"

+6 ADDITIONAL FIREFIGHTER/PARAMEDICS

If the referendum is approved by a majority of voters, the Village of Caledonia will add six additional necessary additional public safety staff, including six additional firefighter/paramedics and eight additional police officers. These new staff will ensure adequate staff for the services required to provide for the needs of the community and protect its residents.

A projected increase in the property tax levy of an estimated \$37 annually, or about 0.1% of the value, per \$100,000 of assessed value in a house, starting with the bills issued in December 2023.

IF A MAJORITY VOTE "NO"

A rejection of the referendum will not be the equivalent of maintaining the status quo of emergency services.

The Village of Caledonia must take action to address the need for additional public safety personnel. The Village of Caledonia must take action to address the need for additional public safety personnel. The Village of Caledonia must take action to address the need for additional public safety personnel.

The Caledonia Police Department needs to hire officers per 1,000 population and officers per square mile to maintain the level of service. The Police Department will not be able to effectively patrol the Village or respond to the needs of the community and/or require a multi-tiered of resources.

PROPERTY TAX IMPACT

ASSESSED PROPERTY VALUE	PER YEAR	PER WEEK
\$100,000	\$37	\$1.13
\$200,000	\$74	\$2.26

Monday through Friday, March 21 - March 25, 2023 from 8:30 a.m. - 4:30 p.m.

For more information, please visit villageofcaledonia.org or email referendum@villageofcaledonia.org



CASE STUDY

SOUTH MILWAUKEE

A continuing decline in outside funding for paramedic services created **a significant, growing gap in the City of South Milwaukee's municipal budget that threatened its ability to provide local paramedic services and to adequately staff its police department** to meet all responsive and preventative responsibilities.

South Milwaukee worked with Mueller Communications to develop an Options Assessment to identify the potential solutions to the public safety funding challenges. Based on the findings of that assessment, Mueller worked with Community Perceptions to conduct a community survey to gather input on the community's preferred options. The Common Council voted to place a public safety referendum question on the Fall 2017 ballot and engaged Mueller Communications to assist with **a public information campaign in advance of a referendum vote.**

Between July and November, Mueller created and executed a campaign that included the development of educational materials, including key messages, fact sheets and infographics, and informational posters, and a website landing page that clearly conveyed the situation. With materials developed, the team prepared two direct mail pieces, drafted posts to share across South Milwaukee social media channels, and created presentations for the Mayor and City Administrator to share with community groups.

SOUTH MILWAUKEE
2017 Public Safety Referendum



WHAT IS ON THE BALLOT
TUESDAY, NOVEMBER 7, 2017?

The South Milwaukee Common Council has unanimously approved an operating funds referendum question asking taxpayers to increase the tax levy by \$0.0041 to maintain current paramedic services and hire two additional police officers. The special election will be held on Tuesday, November 7. If approved by voters, homeowners would pay an additional \$52 per year for every \$500,000 of their home's value starting in 2018 and beyond.

THE FORMAL RESOLUTION REQUESTING PERMISSION TO ASSESS THE STATE REVENUE LIMIT WILL APPEAR AS FOLLOWS ON THE NOVEMBER 7 BALLOT:

Under state law, the increase in the levy of the City of South Milwaukee for the tax to be imposed for the next fiscal year, 2018, is limited to 0.98%, which results in a levy of \$10.794642. Shall the City of South Milwaukee be allowed to exceed this limit and increase the levy for the next fiscal year, 2018, by a total of 6.75%, which results in a levy of \$11.281095?

WHY ARE WE PROPOSING THIS REFERENDUM NOW?

As South Milwaukee seeks to maintain its strong public safety services it faces a growing budget gap—as the demand for these services continues to rise, funding from current sources is either stagnant or decreasing.

The City must take action if it is to preserve locally provided paramedic services into the future. The City has also identified a need for additional police officers to deliver on the department's mission and address growing public safety needs.

We are responding directly to community input. The City of South Milwaukee evaluated several funding options to maintain the first-class fire and police services residents have come to expect. As part of the decision-making process, the City solicited feedback via a community-wide survey. More than 1,300 residents responded, with the majority supporting an operational referendum.

VOTE NOVEMBER 7

For additional background information, including the community survey results, visit the city website: www.smil.org

CONTINUED



CASE STUDY

SOUTH MILWAUKEE

Electors in the City of South Milwaukee ultimately **voted two-to-one to approve the increase** in the property tax levy, sustaining the city's paramedic program and allowing South Milwaukee to add two new police officers.

Additional information about this effort is highlighted in the League of Wisconsin Municipalities' The Municipality magazine, in an article entitled ["What We Learned in Our Public Safety Referendum."](#)



CASE STUDY

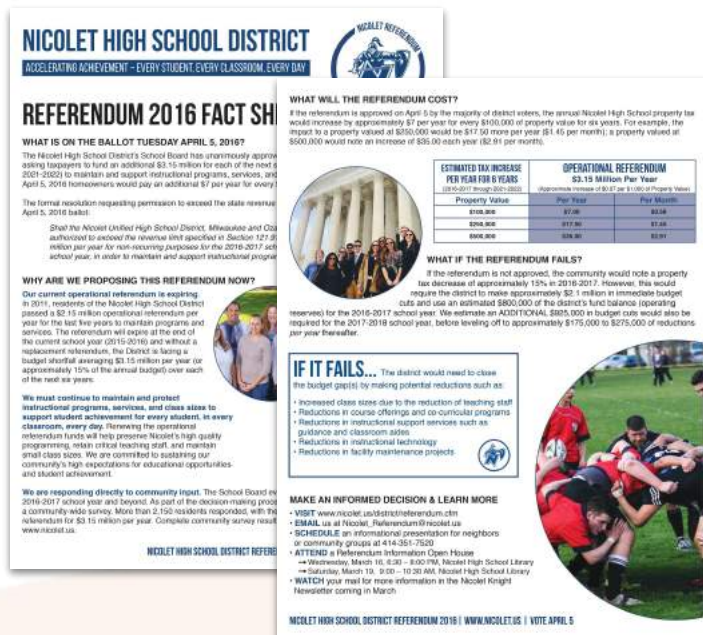
NICOLET HIGH SCHOOL

Nicolet Union School District first hired Mueller Communications in 2014 to develop and execute a public education plan in anticipation of an April 2016 operational referendum to fund an additional \$3.15 million for each of the next six school years to maintain and support instructional programs, services, and class sizes at Nicolet High School.

Mueller leveraged media outreach, external community publications, internal communications to students, families, and teachers, as well as a proactive government affairs strategy to highlight the achievements of students, teachers and alumni, and demonstrate the value in providing additional funding for Nicolet High School and the district. The **referendum passed with 67 percent of the vote** during a year that saw one of the state's highest turnouts for a spring election.

Since then, the District engaged Mueller Communications to be its ongoing communications partner, overseeing strategy and support for a variety of communication needs, including: messaging and branding, thought leadership, proactive and reactive media, fundraising, social media, facilities planning, newsletters and more.

As Nicolet's ongoing communication partner, Mueller **once again supported Nicolet's April 2021 operational referendum efforts** and continues to strategize for a potential facility referendum in the near future.



NICOLET HIGH SCHOOL DISTRICT
ACCELERATING ACHIEVEMENT - EVERY STUDENT. EVERY CLASSROOM. EVERY DAY.

REFERENDUM 2016 FACT SHEET

WHAT IS ON THE BALLOT TUESDAY APRIL 5, 2016?
The Nicolet High School District's School Board has unanimously approved asking taxpayers to fund an additional \$3.15 million for each of the next six (2021-2026) to maintain and support instructional programs, services, and April 5, 2016 (homeowners would pay an additional \$7 per year for every \$500,000 in assessed value).

The formal resolution requesting permission to exceed the state revenue limit was passed by the School Board on April 5, 2016 ballot.

Shut the Nicolet Unified High School District, Milwaukee and Oshkosh authorized to exceed the revenue limit specified in Section 127.01 of the Wisconsin Constitution for the 2016-2017 and 2017-2018 school year, in order to maintain and support instructional programs and services.

WHY ARE WE PROPOSING THIS REFERENDUM NOW?
Our current operational referendum is expiring in 2011. Residents of the Nicolet High School District passed a \$2.15 million operational referendum per year for the last five years to maintain programs and services. The referendum will expire at the end of the current school year (2015-2016) and without a replacement referendum, the District is facing a budget shortfall averaging \$1.5 million per year or approximately 15% of the annual budget over each of the next six years.

WHAT WILL THE REFERENDUM COST?
If the referendum is approved on April 5 by the majority of district voters, the annual Nicolet High School property tax would increase by approximately \$7 per year for every \$500,000 of property value for six years. For example, the impact to a property valued at \$500,000 would be \$17.50 more per year (\$1.45 per month); a property valued at \$600,000 would note an increase of \$20.00 each year (\$2.00 per month).

ESTIMATED TAX INCREASE PER YEAR FOR 6 YEARS (2016-2021) (Average 2015-2016)		OPERATIONAL REFERENDUM \$3.15 Million Per Year (Approximate increase of \$0.47 per \$100 of Property Value)	
Property Value	Per Year	Per Year	Per Month
\$100,000	\$7.00	\$7.00	\$0.58
\$200,000	\$14.00	\$14.00	\$1.16
\$300,000	\$21.00	\$21.00	\$1.74
\$400,000	\$28.00	\$28.00	\$2.32

WHAT IF THE REFERENDUM FAILS?
If the referendum is not approved, the community would note a property tax decrease of approximately 15% in 2016-2017. However, this would require the district to make approximately \$5.1 million in immediate budget cuts and use an estimated \$800,000 of the district's fund balance (operational reserves) for the 2016-2017 school year. We estimate an ADDITIONAL \$800,000 in budget cuts would also be required for the 2017-2018 school year, before leveling off to approximately \$175,000 to \$275,000 of reductions per year thereafter.

IF IT FAILS... The district would need to close the budget gap(s) by making potential reductions such as:
 • Increased class sizes due to the reduction of teaching staff
 • Reductions in course offerings and co-curricular programs
 • Reductions in instructional support services such as guidance and classroom aides
 • Reductions in instructional technology
 • Reductions in facility maintenance projects

MAKE AN INFORMED DECISION & LEARN MORE
 • VISIT www.nicolet.us/districtreferendum.htm
 • EMAIL us at Referendum@nicolet.us
 • SCHEDULE an informational presentation for neighbors or community groups at 414.351.7520
 • ATTEND a Referendum Information Open House
 → Wednesday, March 16, 6:30 - 8:00 PM, Nicolet High School Library
 → Saturday, March 19, 9:00 - 10:30 AM, Nicolet High School Library
 • WATCH your mail for more information in the Nicolet Knight Newsletter coming in March

NICOLET HIGH SCHOOL DISTRICT REFERENDUM 2016 | WWW.NICOLET.US | VOTE APRIL 5

CONTINUED



CASE STUDY

NICOLET HIGH SCHOOL

Passing a referendum, especially during a global pandemic, is no easy task. Fortunately, Mueller Communications has built a deep understanding of the Nicolet community through the last five years of partnership, enabling us to prepare and execute a communication plan that was seamlessly integrated into Nicolet's comprehensive communication strategy.

In addition to many of the tactics pursued in previous referendum efforts for the District, Mueller helped prepare an online, interactive Frequently Asked Questions page and submission form in which members of the community received responses to their questions quickly, efficiently, and safely thanks to the virtual format.

To engage the community in a safe way during the pandemic, Mueller also helped plan virtual referendum information sessions to encourage community members to connect directly with Superintendent Dr. Kabara to ask questions.

Mueller also managed a highly successful digital display and social media ad campaign that utilized geotargeting and site retargeting to share information about the referendum and remind community members to vote.

The **referendum once again passed with 67 percent of the vote**. Mueller Communications continues to be Nicolet's trusted communications partner and looks forward to working with the District for years to come.

NICOLET HIGH SCHOOL OPERATIONAL REFERENDUM 2021

VOTE TUESDAY, APRIL 6, 2021

The Nicolet High School District's Special Board unanimously approved placing a question on the April 6 District Election ballot asking for permission to replace the 2016 Question 1 referendum for the following six school years so the District can continue to provide relevant opportunities that reflect the community's high expectations.

WHY NOW? In 2011, and again in 2016, the Nicolet community passed operational referendums to ensure the District could continue to expand and support educational programs, while critical teaching staff and essential state needs.

WHAT HAPPENS IF THE REFERENDUM FAILS? If the referendum is approved, the District will be able to raise an additional \$1.5 million per year for approximately 12 years of the referendum (2021-2032). If the referendum fails, the District will be unable to raise an additional \$1.5 million per year for approximately 12 years of the referendum (2021-2032). If the referendum fails, the District will be unable to raise an additional \$1.5 million per year for approximately 12 years of the referendum (2021-2032).

HOW WILL THE REFERENDUM IMPACT TAXPAYERS?

If the referendum is approved, the District will be able to raise an additional \$1.5 million per year for approximately 12 years of the referendum (2021-2032). If the referendum fails, the District will be unable to raise an additional \$1.5 million per year for approximately 12 years of the referendum (2021-2032).

WHAT HAPPENS IF THE REFERENDUM FAILS?

If the referendum is approved, the District will be able to raise an additional \$1.5 million per year for approximately 12 years of the referendum (2021-2032). If the referendum fails, the District will be unable to raise an additional \$1.5 million per year for approximately 12 years of the referendum (2021-2032).

LEARN MORE ABOUT THE NICOLET REFERENDUM

INFORMATION SESSIONS
MARCH 3 AT 11:30 A.M. OR 6:00 P.M.

NICOLET REFERENDUM VOTE APRIL 6



CASE STUDY

FOX-POINT BAYSIDE

In 2015, residents of the **Fox Point-Bayside School District** approved a **\$950,000 operational referendum** allowing the District to maintain instructional programs, class sizes and effective operations that the community has come to expect.

In advance of the referendum expiration at the end of the 2018-2019 school year, the School Board and District Administration desired to reassess the needs of the district and pursue a replacement referendum to continue to supplement the district budget for the years ahead.

The Fox Point-Bayside School District engaged Mueller Communications in May 2018 to assist in the preparations and, ultimately, the pursuit of the recurring operational referendum. Mueller's work centered around three objectives:

- Promote awareness of the Fox Point-Bayside School District's achievements and the important role that quality schools play in creating strong families, strong communities and strong property values
- Develop and strengthen relationships with local elected officials and community leaders
- Educate voters about the need and purpose for the referendum



CONTINUED



CASE STUDY

FOX-POINT BAYSIDE

Mueller Communications developed a strategy and assisted with all aspects of preparations, including a district-wide survey with School Perceptions, in advance of the launch of the public information campaign.

Strategies included development of communications materials - including direct mail, fact sheets, FAQs, social media content, key messages, informational posters, letters from key stakeholders and more - to educate voters about the need for the referendum.

Mueller also developed a website landing page, hosted and promoted community information sessions, organized presentations to key community groups, coordinated media relations efforts and used small engagement focus groups to gauge how effective the communications had been thus far.

The referendum passed with 63 percent of the vote.

Additionally, Mueller Communications continues to be Fox Point-Bayside's trusted partner for communications needs outside of referenda, assisting with communications, newsletters, media relations, events, crisis situations and more as needed.

Mueller Communications has begun working with Fox Point-Bayside in anticipation of a facilities referendum in the spring of 2022.

FOX POINT-BAYSIDE SCHOOL DISTRICT
ELEVATING EVERYONE TO EXCELLENCE
Replacement Referendum 2018 Fact Sheet

VOTE ON FRIDAY NOVEMBER 6, 2018

WHY DO WE NEED A REPLACEMENT REFERENDUM?
OUR CURRENT OPERATIONAL REFERENDUM IS EXPIRING.

WHY DOES THE DISTRICT NEED IT?
The Wisconsin Department of Public Safety has Fox Point-Bayside School District with the highest ratio of property taxes in the state.

WHAT DOES IT MEAN IF A MAJORITY VOTE "YES?"
If the referendum is approved, the District will be able to maintain individual programs, class sizes and effective operations. The overall property tax would increase on average by 0.7% per year for every \$100,000 of property value, starting with the fall 2018 tax year.

PROPERTY VALUE	FEE YEAR	PER MONTH
\$100,000 of property value	\$19.00	\$1.58
\$200,000 of property value	\$38.00	\$3.16
\$400,000 of property value	\$76.00	\$6.32

WHAT DOES IT MEAN IF A MAJORITY VOTE "NO?"
If the referendum fails, the District will be forced to close its budget gaps by making 2-7% across-the-board cuts in personnel and operational expenditures. The impact of these cuts could include:

- Reduction of staff positions - administration, teachers and support staff
- Reduction of class sizes due to teaching staff reductions
- Reduction in "special" services - bus, art, music, languages, athletic equipment, performing and creative writing - as well as the number of extracurricular and co-curricular programs offered
- Reduction in teacher support services and enrichment opportunities for students
- Inability to continue advancements in instructional technology and facility maintenance

MAKE AN INFORMED DECISION & LEARN MORE
Visit www.foxpointbayside.org/referendum for more information and to vote.

FOR MORE INFORMATION OR TO VOTE:
Visit www.foxpointbayside.org/referendum for more information and to vote.

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CASE STUDY

TOWN OF YORKVILLE

With economic development projects changing the landscape in Racine County, the Town of Yorkville recognized its unique position and opportunity to attract additional development.

In anticipation of this possibility, **the Town sought to protect resident interests by incorporating and updating the Town's comprehensive plan. This measure required a referendum.**

To educate the community about these processes and the benefits Yorkville may see if they proceed, the Town hired Mueller Communications to **provide communications counsel and produce informational materials.** These efforts included drafting and designing materials, including a fact sheet outlining the incorporation process, the referendum, and its impact on municipal governance, creating a presentation and facilitating a public information meeting, and coordinating media interviews regarding the incorporation process.

Voters in Yorkville favored incorporating the Town by a wide margin, with 95% of the population voting in favor (1,060 voting "yes" and only 54 voting "no.")



CASE STUDIES

WORK EXAMPLES



EXAMPLES

FACT SHEETS

CITY OF FOND DU LAC
2021 PUBLIC SAFETY REFERENDUM

VOTE TUESDAY, APRIL 6, 2021

The City of Fond du Lac has identified a need to add additional public safety personnel to the Police Department and Fire/Rescue.

Voters will be asked whether or not to support an increase in the City's annual tax levy, beginning in 2022, to cover the cost for six additional firefighter/paramedics, six additional police officers, and the equipment those staff members require.

WHY DO WE NEED A REFERENDUM NOW?

Current public safety funding is insufficient to meet the growing service demands and needs of the community. Fond du Lac must ask now if it is to maintain its first-class fire, paramedic and police services.

The challenge is that while the need and program costs continue to rise, current funding sources are stagnant or decreasing.

Because of state-imposed levy limits, Fond du Lac must ask approval from taxpayers through a referendum to increase the tax levy to fund these services.

IF A MAJORITY VOTE "YES"

If the referendum is approved by a majority of voters, the City of Fond du Lac will be able to add critically necessary additional staff.

+6 FIREFIGHTER/PARAMEDICS

+6 POLICE OFFICERS

AND THE EQUIPMENT NEEDS FOR EACH

PROPERTY TAX IMPACT
\$1,303,287 TOTAL INCREASE STARTING WITH DEC. 2021 BILLS

ASSESSED PROPERTY VALUE	ESTIMATED TAX INCREASE PER YEAR	PER WEEK
\$100,000	\$43.00	\$0.83
\$125,000	\$56.25	\$1.08

IF A MAJORITY VOTE "NO"

A failure to pass the public safety referendum would result in the City of Fond du Lac having to make additional cuts to services, potentially including public safety, and would be unable to hire necessary additional staff to meet growing community needs.

This may result in additional delays in response times and a continued inability to sufficiently patrol the City of Fond du Lac during all times of day and night.

<https://www.fondulacwi.gov/referendum/>

referendum@fondulacwi.gov

CITY OF EAU CLAIRE
PUBLIC SAFETY REFERENDUM

CRITICAL NEED FOR POLICE OFFICERS

The Eau Claire Police Department has fallen behind national average and peer cities in Wisconsin of staffing. In fact, the Department does not have enough to support a large enough force to patrol Eau Claire, and has not added additional officers in more than a decade.

PERSONS PER THOUSAND POPULATION

The Eau Claire Police Department responded to **OVER 5,000 MORE CALLS IN 2019 THAN IT DID IN 2010.**

It's more than just more calls - with officers issues including gun violence, drug overdoses, jail illnesses among others. Notably, **since 2018, there has been a 44% increase in violent crime.**

CALLS FOR SERVICE +9%

POLICE STAFFING -3%

IF A MAJORITY VOTE "YES"

If the referendum is approved by a majority of voters, the City of Eau Claire will be able to add critically necessary additional staff to support public safety services. This will increase staffing levels to ensure there are sufficient staff to respond to calls for service from Eau Claire residents while preserving the wellbeing, safety and mental health of police, firefighters, EMS and 911 dispatch operators.

PROPERTY TAX IMPACT
\$1,448,392 TOTAL INCREASE STARTING WITH DECEMBER 2022 BILLS

ASSESSED PROPERTY VALUE	ESTIMATED TAX INCREASE PER YEAR
\$100,000	\$22.55
\$200,000	\$45.10

Taxpayers will see an estimated property tax increase of \$45.10 annually on a home valued at \$200,000, starting with bills issued in December 2022.

IF A MAJORITY VOTE "NO"

If the referendum is rejected by a majority of voters, the City will be faced with difficult decisions about how to address the growing need for public safety services. A rejection of the referendum would have a negative impact on emergency service capacity.

[Referendum@EauClaireWI.gov | EauClaireWI.gov/Referendum](https://www.eauclairewi.gov/referendum)

CITY OF EAU CLAIRE
PUBLIC SAFETY REFERENDUM

VOTE TUESDAY, NOV. 8, 2022

The City of Eau Claire has identified a need to add additional public safety personnel to its Fire Department, Police Department and 911 dispatch operations.

Voters will be asked whether or not to support an increase in the City's annual tax levy, beginning in 2023, to cover the cost for six firefighter/paramedics, six police officers, two civilian community service officers and one civilian law enforcement associate to support the 911 dispatch center.

IF A MAJORITY VOTE "YES"

If the referendum is approved by a majority of voters, the City of Eau Claire will be able to add critically necessary additional staff to support public safety services. This will increase staffing levels to ensure there are sufficient staff to respond to calls for service from Eau Claire residents while preserving the wellbeing, safety and mental health of police, firefighters, EMS and 911 dispatch operators.

PROPERTY TAX IMPACT
\$1,448,392 TOTAL INCREASE STARTING WITH DECEMBER 2022 BILLS

ASSESSED PROPERTY VALUE	ESTIMATED TAX INCREASE PER YEAR
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IF A MAJORITY VOTE "NO"

If the referendum is rejected by a majority of voters, the City will be faced with difficult decisions about how to address the growing need for public safety services. A rejection of the referendum would have a negative impact on emergency service capacity.

[Referendum@EauClaireWI.gov | EauClaireWI.gov/Referendum](https://www.eauclairewi.gov/referendum)

EXAMPLES FAQS




FREQUENTLY ASKED QUESTIONS

PUBLIC SAFETY REFERENDUM APRIL 4, 2023

What is the proposed public safety referendum that is on the ballot for Tuesday, April 4?

The referendum will ask voters to decide whether they approve an increase in the City's annual tax levy, beginning in December 2023, to cover the cost for six additional full-time EMS fire-trained staff and to provide a competitive, hourly wage for volunteer Fire Department staff.

Information about requesting an absentee ballot, can be found on the Village's website at caledonia-wi.gov/voter-information

Why do we need a referendum to raise the tax levy limit?

The State of Wisconsin statutes limit the amount of property taxes a municipality can collect each year. In order to exceed the levy limit, the municipality needs voter approval through a village-wide referendum.

What will appear on the ballot?

The formal resolution requesting permission to exceed the state revenue limit will appear as follows on the April 4 ballot:

"Under state law, the increase in the levy of the Village of Caledonia for the tax to be imposed for the next fiscal year, 2024, is limited to 1.96%, which results in a levy of \$17,487,645. Shall the Village of Caledonia be allowed to exceed this limit and increase the levy for the next fiscal year, 2024, for the purpose of hiring and retaining additional sworn police officers and fire and rescue personnel, by a total of \$1,178%, which results in a levy of \$19,278,645, and on an ongoing basis, include the increase of \$1,781,000 for each fiscal year going forward?"

When and where do I vote?

Election Day is Tuesday, April 4, 2023. All polling places will open at 7:00 a.m. and will close at 8:00 p.m. Wisconsin voters are required to show an acceptable photo ID in order to vote. Additional voting information, including polling places and

CALEDONIA-WI.GOV/REFERENDUM | REFERENDUM@CALEDONIA-WI.GOV



CITY OF JEFFERSON PUBLIC SAFETY REFERENDUM

Frequently Asked Questions

What is the proposed public safety referendum that is on the ballot for Tuesday, April 4?

The referendum will ask voters to decide whether they approve an increase in the City's annual tax levy, beginning in December 2023, to cover the cost for six additional full-time EMS fire-trained staff and to provide a competitive, hourly wage for volunteer Fire Department staff.

What will appear on the ballot?

The formal resolution requesting permission to exceed the state revenue limit will appear as follows on the April 4 ballot:

"Under state law, the increase in the levy of the City of Jefferson for the tax to be imposed for the next fiscal year, 2024, is limited to 1.39%, which results in a levy of \$4,619,000. Shall the City of Jefferson be allowed to exceed this limit and increase the levy for the next fiscal year, 2024, for the purpose of staffing and compensating fire and emergency services staff, by a total of 10.26%, which results in a levy of \$5,123,000, and on an ongoing basis, include the increase of \$500,000 for each fiscal year going forward?"

Why do we need a referendum to raise the tax levy limit?

The State of Wisconsin limits the amount of property taxes a city can collect each year. In order to exceed the levy limit, the city needs voter approval through a city-wide referendum.

What will it mean if a majority of voters vote "yes"?

If the referendum is approved by a majority of voters on April 4, the City of Jefferson will be able to add six full-time EMS fire-trained staff, bringing staffing levels up to ensure that there are adequate staff to sufficiently respond to calls for both fire and EMS service from residents. It will also enable the Department to increase hourly wages for volunteer Fire Department staff and increase its ability to retain and recruit new volunteers.

What does it mean if a majority vote "no"?

If the referendum is rejected by a majority of voters, the ability for the Jefferson Fire and EMS Department to respond to emergencies will continue to decrease. A rejection of the referendum would not be the equivalent of maintaining the status quo of emergency services.

What will be the impact on taxpayers if the referendum passes?

If city residents approve the referendum, the tax levy in 2023 — and each year going forward — would increase by approximately \$500,000 to cover the cost of six additional full-time EMS fire-trained staff and to provide a competitive, hourly wage for volunteer Fire Department staff.

This translates to a property tax increase of an estimated \$75.22 annually, or about \$145 per week on a home with an assessed value of \$100,000. The impact to a property valued at \$200,000 would be \$149.44 annually, or \$29 per week.

Figures are based on 2021-2022 valuations, and may change based on 2022-2023 valuations.

1



FREQUENTLY ASKED QUESTIONS

WHAT IS THE PROPOSED PUBLIC SAFETY REFERENDUM ON THE BALLOT TUESDAY, APRIL 4?

The referendum will ask voters to decide whether or not to support an increase in the City's annual tax levy, beginning in 2023 (for taxes payable in 2024), to cover the cost for hiring and retaining nine firefighter/paramedics, one police officer, one Police Department records specialist, and one administrative assistant to be split between the Police and Fire departments.

WHAT WILL APPEAR ON THE BALLOT?

The formal resolution requesting permission to exceed the state revenue limit will appear as follows on the April 4 ballot:

"Under state law, the increase in the levy of the City of Marshfield for the tax to be imposed for the next fiscal year, 2024, is limited to 0.554%, which results in a levy of \$15,862,899. Shall the City of Marshfield be allowed to exceed this limit and increase the levy for the next fiscal year, 2024, for the purpose of hiring and retaining additional full-time firefighter/paramedics, a sworn police officer, and clerical staff for the police and fire departments, by a total of 7.124%, which results in a levy of \$16,992,899, and, on an ongoing basis, include the increase of \$1,130,000 for each fiscal year going forward?"

WHY IS THE CITY ASKING FOR THIS INCREASE NOW?

Our current public safety funding and staffing levels are insufficient to meet the growing current and projected future needs of our community. While our departments have risen to meet the needs of our community by working smarter, creating efficiencies, collaborating with stakeholders and prioritizing what types of service we can provide, it has become increasingly difficult to provide services as expected. Maintaining the current level of service and commitment to the community while balancing the needs, health, and well being of our employees is becoming increasingly difficult.

WHY DO WE NEED A REFERENDUM TO RAISE THE TAX LEVY LIMIT?

The State of Wisconsin limits the amount of property taxes a municipality can collect each year. In order to exceed the levy limit, the municipality needs voter approval through a city-wide referendum.

The City of Marshfield provides essential services (e.g., police and fire protection, utilities, snow removal, etc.) to residents. To pay for these services, the City uses state aid, user fees, utility fees, fines, licenses and permits, but relies heavily on property taxes, as there are restrictions on other revenue sources the City can implement.

In 2020, the State of Wisconsin adopted property tax levy restrictions that limited the ability of local governments to increase their property tax levies annually. Municipalities can only raise revenue if the area's net new construction values increase (but only up to that level).

Because of the tax levy restrictions, municipalities, including the City of Marshfield, are strictly limited in the amount of money available to provide the services we all count on every day. As expectations of service expand, the City is caught between what our budget provides and what community members need. After many years of difficult negotiations to bridge the ever-widening gap, the City finds itself at a crossroads.

WHAT WILL IT MEAN IF A MAJORITY OF VOTERS VOTE "YES"?

If the referendum is approved by a majority of voters, the City of Marshfield will be able to fund 12 additional public safety positions, including nine firefighter/paramedics, one police officer, one Police Department records specialist, and one administrative assistant to be split between the Police and Fire departments. This will increase staffing levels to ensure that there are adequate staff to sufficiently respond to calls for service from Marshfield residents.

PAGE 1

EXAMPLES

CALCULATORS

COST TO TAXPAYERS

Referendum Tax Calculator

Enter the assessed value of your property below to see your estimated tax impact.

Assessed Value:*

\$125,000

Press TAB on your keyboard after entering assessed value.

Estimated Annual Increase:

\$0.00

Estimated Weekly Impact:

\$0.00

[FULL EXAMPLE AVAILABLE HERE](#)



EXAMPLES

MAILERS



2021 PUBLIC SAFETY REFERENDUM

MAJORITY VOTE TO INCREASE PROPERTY TAXES

VOTE TUESDAY, APRIL 6, 2021

The City of Fond du Lac has identified a need to add additional public safety personnel to the Police Department and Fire/Rescue.

Voters will be asked whether or not to support an increase in the City's annual tax levy, beginning in 2022, to cover the cost for six additional firefighter/paramedics, six additional police officers, and the equipment those staff members require.

WHY DO WE NEED A REFERENDUM NOW?



Current public safety funding is insufficient to meet the growing service demands and needs of the community. Fond du Lac must act now if it is to maintain its first-class fire, paramedic and police services.



The challenge is that while the need and program costs continue to rise, current funding sources are stagnant or decreasing.



Because of state-imposed levy limits, Fond du Lac must ask approval from taxpayers through a referendum to increase the tax levy to fund these services.

IF A MAJORITY VOTE "YES"

If the referendum is approved by a majority of voters, the City of Fond du Lac will be able to add critically necessary additional staff.

PROPERTY TAX IMPACT

\$1,303,287 TOTAL INCREASE STARTING WITH DEC. 2021 BILLS

ASSESSED PROPERTY VALUE	ESTIMATED TAX INCREASE	
	PER YEAR	PER WEEK
\$100,000	\$43.00	\$0.83
\$125,000	\$56.25	\$1.08

MAKE AN INFORMED DECISION AND LEARN MORE:

A SECOND VIRTUAL INFORMATION SESSION WILL BE HELD TUESDAY, MARCH 23 AT 6 P.M.

Visit fdwi.gov/referendum to join via Zoom

VOTE APRIL 6

IN-PERSON ABSENTEE VOTING:
Weekdays between March 23 - April 2

DAILY HOURS:
8:00 a.m. - 4:30 p.m., except on Friday, April 2 from 8:00 a.m. - 5:00 p.m.

DEADLINE TO REQUEST AN ABSENTEE BALLOT BY MAIL:
April 1, 5:00 p.m.

<https://www.fdwil.gov/referendum/>

referendum@fdwi.gov



2023 PUBLIC SAFETY REFERENDUM

VOTE TUESDAY, APRIL 4, 2023

The City of Marshfield has identified a need to fund public safety personnel in its Fire and Rescue and Police departments.

The referendum on the April 4 ballot will ask voters to decide whether they approve an increase in the City's annual tax levy to cover the cost for hiring and retaining nine firefighter/paramedics, one police officer, one Police Department records specialist, and one administrative assistant to be split between the Police and Fire departments.

WHY DO WE NEED A REFERENDUM



INCREASING CALLS FOR SERVICE

Between 2013 and 2022, the number of calls for fire and EMS service increased by 55%, while total staffing remained flat. High call volume, coupled with insufficient staffing, has impacted the Department's ability to react when multiple calls for EMS service occur at once. If a fire were to also occur when multiple ambulances were deployed, the Department would not be able to effectively provide support.



STRUGGLING TO MAINTAIN SERVICE DUE TO BUDGET CUTS

Recent budget cuts have prevented the Police Department from finding replacements for recently vacated positions, resulting in a strain to maintain the same level of service with less staff. In addition, the Department is responding to an increasing number of complex calls regarding domestic violence, and alcohol or drug-related situations.



ANTICIPATING FUTURE COMMUNITY NEEDS

Our current public safety funding and staffing levels are insufficient to meet the current and projected future needs of our community. In 2022, the Department was unable to fill three open firefighter/paramedic positions due to budget constraints - despite it being the busiest year on record. Five currently vacant positions in the fire and police departments would remain unfilled, and they could remain vacant for some time, due to the lack of other available funding sources.



FIRE & EMS CALLS VS. STAFF SINCE 2013

CALLS FOR SERVICE, +55%

9X STAFF INCREASE



EXAMPLES

MAILERS



BUSINESS OF THE VILLAGE BOARD

MEETING DATE: November 20, 2023

PLACEMENT: Ordinance

ITEM TITLE: Briohn Building Corporation, Agent for Brian & Kevin Kazmierczak and Mark & Joann Stephan, Property Owners of approximately 52.72 acres, North of Holy Hill Road, East of Hwy. 41, South of Rockfield Road. Applications to Rezone 52.72 acres from the A-1: Agricultural Zoning District to the M-1: Limited Industrial Zoning District and to amend the 2050 Future Land Use Plan.

SUBMITTED BY: Jeff Retzlaff, Community Dev. Director

SUMMARY EXPLANATION:

Briohn Building Corporation agent for the property owners and Green Bay Packaging, is requesting approval of an amendment to the 2050 Future Land Use Plan and rezoning of three parcels totaling 52.7 acres for development of a 233,450 sqft corporate office/light manufacturing facility located in the northeast corner of the Holy Hill Road @ I-41 interchange in the Holy Hill Gateway District.

Green Bay Packaging wants to consolidate and relocate their existing Great Lakes Division operation from multiple buildings in the Germantown Industrial Park to the Holy Hill Gateway District adjacent to I-41. The 52.7-acre area is comprised of multiple parcels that would be combined and redivided into a 37 acre parcel for the Green Bay Packaging facility, a separate 16-acre parcel to the north abutting Rockfield Road, and one or two 1-acre "outlot" parcels adjacent to and north of the existing convenience store/gas station. Consistent with the 2050 Plan for the Holy Hill Gateway District, the development would be served by the construction of a frontage road from Holy Hill Road to Rockfield Road with a sidewalk/multi-use recreational trail in the right-of-way. The proposed 233,450 sqft light manufacturing facility would include a 20,000 sqft office component and be oriented toward I-41 with the 2-story office component facing the future public frontage road with truck docks and trailer parking on the north and south ends of the building. A potential future 112,500 sqft building expansion is planned on the east side with storm water management basins east and south of the building.

2050 Land Use Plan Amendment

Under the Village's 2050 Plan, the specific vision for this area adjacent to US41 is for "mixed-use commercial and high-density residential" land uses (see figure 6.6 in the 2050 Plan). The Applicant is proposing to effectively change the future land use plan "vision" for this area from "Mixed-use Commercial & High Density Residential" (RED on Figure 6.6) to "Light Industrial/Warehouse" (BROWN on Figure 6.6).

Rezoning Application

The current zoning for the three (3) parcels that comprise the 52.7 acre area is A-1: Agricultural. The Applicant is proposing to change the current zoning to M-1: Limited Industrial.

ATTACHMENT:

1. Green Bay Packaging-Rezoning Ordinance-11-20-23
2. Germantown 2050 Plan-Amendment No 2-Green Bay Packaging-VB Adoption Ordinance-11-20-23
3. GBP Rezoning Comp Plan Amend 11-13-23

RECOMMENDATION:

Plan Commission Recommendation

APPROVE the proposed 2050 Land Use Plan amendment to change the future land use plan “vision” for this area from “Mixed-use Commercial & High Density Residential” (RED on Figure 6.6) to “Light Industrial/Warehouse” (BROWN on Figure 6.6).

APPROVE rezoning the three (3) parcels that comprise the 52.72 acre area from A-1: Agricultural to M-1: Limited Industrial as proposed.

ACTION BY Committee:

ORDINANCE NO. xx - 2023

**AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP
OF THE VILLAGE OF GERMANTOWN ZONING CODE**

Village of Germantown, Property Owner

THE VILLAGE BOARD OF THE VILLAGE OF GERMANTOWN, WASHINGTON
COUNTY, WISCONSIN, ORDAINS AS FOLLOWS:

SECTION 1. That the zoning map of the Village of Germantown is amended by rezoning from the A-1: Agricultural Zoning District to the M-1 Limited Industrial District for the following described properties:

A PARCEL OF LAND LOCATED IN THE NORTHEAST ¼, NORTHWEST ¼, SOUTHEAST ¼ AND SOUTHWEST ¼ OF THE SOUTHWEST ¼ AND BEING THE NORTHWEST ¼ AND SOUTHWEST ¼ OF THE SOUTHEAST ¼ OF SECTION 7, TOWNSHIP 9 NORTH, RANGE 20 EAST, (INCLUDING THEREIN LOT 2 OF CERTIFIED SURVEY MAP NO. 6182, RECORDED IN THE WASHINGTON COUNTY REGISTRY ON JULY 26, 2007 IN VOLUME 46 OF CERTIFIED SURVEY MAPS, PAGE 162, AS DOCUMENT NO. 1167237) VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH ¼ CORNER OF SAID 7, SAID CORNER ALSO BEING THE POINT OF BEGINNING OF LANDS TO BE DESCRIBED; THENCE NORTH 89° 48' 11" WEST, 93.49 FEET ALONG THE SOUTH LINE OF THE SOUTHEAST ¼ OF THE SOUTHWEST ¼ OF SAID SECTION 7 AND CENTERLINE OF S.T.H. 167; THENCE NORTH 00° 11' 49" EAST, 60.00 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF S.T.H. 167; THENCE NORTH 89° 48' 11" WEST, 485.00 FEET ALONG SAID RIGHT OF WAY LINE; THENCE NORTH 00° 11' 49" EAST, 20.00 FEET ALONG SAID RIGHT OF WAY LINE; THENCE NORTH 87° 28' 31" WEST, 615.51 FEET ALONG SAID RIGHT OF WAY LINE; THENCE NORTH 89° 48' 11" WEST, 150.00 FEET ALONG SAID RIGHT OF WAY LINE TO THE SOUTHEAST CORNER OF CERTIFIED SURVEY MAP NO. 276; THENCE NORTH 00° 11' 49" EAST, 60.0 FEET ALONG THE EAST LINE OF SAID CERTIFIED SURVEY MAP NO. 276 TO THE NORTHEAST CORNER OF SAID CERTIFIED SURVEY MAP NO. 276; THENCE NORTH 89° 48' 11" WEST, 45.95 FEET ALONG THE NORTHERLY LINE OF SAID CERTIFIED SURVEY MAP NO. 276; THENCE NORTH 82° 04' 28" WEST, 264.74 FEET ALONG THE NORTHERLY LINE OF SAID CERTIFIED SURVEY MAP NO. 276 TO THE SOUTHEAST CORNER OF CERTIFIED SURVEY MAP NO. 279; THENCE NORTH 11° 52' 35" WEST, 250.00 FEET ALONG THE EAST LINE OF SAID CERTIFIED SURVEY MAP NO. 279; THENCE NORTH 82° 04' 28" WEST, 250.00 FEET ALONG THE NORTH LINE OF SAID CERTIFIED SURVEY MAP NO. 279; THENCE SOUTH 11° 52' 35" EAST, 250.00 FEET ALONG THE WEST LINE OF SAID CERTIFIED SURVEY MAP NO. 279 TO THE NORTHERLY LINE OF CERTIFIED SURVEY MAP NO. 276; THENCE NORTH 82° 04' 28" WEST, 209.37 FEET ALONG THE NORTHERLY LINE OF SAID CERTIFIED SURVEY MAP NO. 276 TO THE EASTERLY RIGHT OF LINE OF U.S.H. 41; THENCE NORTH 11° 59' 55" WEST, 1386.25 FEET ALONG SAID EASTERLY RIGHT OF WAY LINE; THENCE NORTH 00° 54' 48" WEST, 370.00 FEET ALONG SAID EASTERLY RIGHT OF WAY LINE; THENCE SOUTH 89° 36' 36" EAST, 1057.51 FEET TO CERTIFIED SURVEY MAP NO. 51; THENCE ALONG THE EXTERIOR OF SAID CERTIFIED SURVEY MAP NO. 51 AS FOLLOWS: SOUTH 00° 49' 40" EAST, 32.08 FEET; THENCE NORTH 89° 19' 40" WEST, 230.00 FEET; THENCE SOUTH 15° 15' 55" EAST, 223.60 FEET; THENCE

SOUTH 89° 19' 40" EAST, 354.30 FEET; THENCE NORTH 00° 49' 40" WEST, 215.75 FEET; THENCE LEAVING SAID EXTERIOR OF CERTIFIED SURVEY MAP NO. 51, NORTH 89° 32' 40" WEST, 114.05 FEET; THENCE NORTH 00° 49' 40" WEST, 693.41 FEET TO THE NORTH LINE OF THE NORTHEAST ¼ OF THE SOUTHWEST ¼ OF SAID SECTION 7 AND THE CENTERLINE OF W. ROCKFIELD ROAD; THENCE SOUTH 89° 32' 40" EAST, 1214.33 FEET ALONG SAID NORTH LINE AND CENTERLINE TO THE CENTER OF SAID SECTION 7; THENCE SOUTH 89° 33' 23" EAST, 1320.85 FEET ALONG THE NORTH LINE OF THE NORTHWEST ¼ OF THE SOUTHEAST ¼ OF SAID SECTION 7 AND THE CENTER LINE OF W. ROCKFIELD ROAD TO THE NORTHEAST CORNER OF THE NORTHWEST ¼ OF THE SOUTHEAST ¼ OF SAID SECTION 7; THENCE SOUTH 01° 34' 39" EAST, 2637.22 FEET ALONG THE EAST LINE OF THE WEST ½ OF THE SOUTHEAST ¼ OF SAID SECTION 7 TO THE SOUTHEAST CORNER OF THE SOUTHWEST ¼ OF THE SOUTHEAST ¼ OF SAID SECTION 7 AND CENTERLINE OF S.T.H. 167; THENCE NORTH 89° 41' 41" WEST, 1321.52 FEET ALONG THE SOUTH LINE OF THE SOUTHWEST ¼ OF THE SOUTHEAST ¼ OF SAID SECTION 7 AND SAID CENTERLINE TO THE POINT OF BEGINNING. EXCEPTING THEREFROM LOT 1 OF CERTIFIED SURVEY MAP NO. 6182 RECORDED JULY 26, 2007 IN VOLUME 46 OF CERTIFIED SURVEY MAPS, PAGE 162, AS DOCUMENT NO. 1167237. FURTHER EXCEPTING THEREFROM CERTIFIED SURVEY MAP NO. 1963 RECORDED IN VOLUME 10 OF CERTIFIED SURVEY MAPS, PAGE 121, AS DOCUMENT NO. 406961.

The North Half of the Northwest Quarter of the SOUTHWEST Quarter (N ½ NW ¼ SW ¼) of Section Seven (7), Town Nine (9) North, Range Twenty (20) East, Village of Germantown, Washington County, Wisconsin, EXCEPTING THEREFROM Two (2) parcels of land, described as follows:

1. That portion conveyed to Washington County as disclosed by Warranty Deed recorded on April 12, 1950, in Volume 176, Page 575, as Document No. 208044.
2. That portion described by Award of Damages recorded on January 2, 1969, in Volume 459, Page 540, as Document No. 305048.

Tax Key No. GTVN 073-993, GTVN 073-994 & GTVN 073-995

SECTION 2. This ordinance shall take effect and be in full force the day after its passage and publication, as provided by law.

Introduced by Trustee: _____
Adopted: _____, 2023

Vote: Ayes: _____
 Nays: _____

Dean Wolter, Village President

ATTEST:

Donna S. Cox, Village Clerk

APPROVED AS TO FORM:

Brian Sajdak, Attorney

Published:

ORDINANCE NO. xx-2023

AN ORDINANCE TO ADOPT AMENDMENT NO. 2
TO THE "VILLAGE OF GERMANTOWN 2050 COMPREHENSIVE PLAN"
FOR THE VILLAGE OF GERMANTOWN, WISCONSIN

WHEREAS, THE VILLAGE BOARD OF THE VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN, ORDAINS AS FOLLOWS:

SECTION 1. Pursuant to Sections 60.22(3), 62.23(2) and 62.23(3) of Wisconsin Statutes, the Village of Germantown is authorized to prepare and adopt a comprehensive plan as defined in Sections 66.1001 Wisconsin Statutes.

SECTION 2. The Village Board of the Village of Germantown, Wisconsin, enacted Ordinance No. 16-2022 on September 26, 2022, formally adopting the document entitled "Village of Germantown 2050 Comprehensive Plan" pursuant to Section 66.1001(4)(c) of Wisconsin Statutes.

SECTION 3. Figure 6.6 in Chapter 6 Economic Development (see Exhibit 1) establishes the future land use "vision" for the Holy Hill Gateway District and Freistadt District that classifies the area east of and abutting US41 as "Mixed Use Commercial and High Density Residential".

SECTION 4. the Village of Germantown received a request from Briohn Building Corporation, acting as agent for Brian & Kevin Kazmierczak and Mark & Joann Stephan, property owners, to amend Figure 6.6 in Chapter 6 of the 2050 Comprehensive Plan to change the classification of three parcels totaling 52.7 acres from "Mixed-Use Commercial & High Density Residential" (RED classification) to "Light Industrial/Warehouse" (BROWN classification) for purposes of developing a 233,450 sqft office/light manufacturing facility on the following three (3) parcels located east of and abutting US41:

- a. GTNV 073-993 (15.9 acres)
- b. GTNV 073-994 (15.4 acres)
- c. GTNV 073-995 (21.4 acres)

SECTION 5. The Village of Germantown Plan Commission held a public hearing of the request to amend Figure 6.6 on November 13, 2023, in compliance with the requirements of Section 66.1001(4)(d) of Wisconsin Statutes and adopted a recommendation the Village Board approve the requested amendment to figure 6.6 as set forth herein and in Exhibit 1 (attached hereto).

SECTION 6. The Village Board of the Village of Germantown, Wisconsin, does by enactment of this ordinance, formally adopt an amendment to the "Village of Germantown 2050 Comprehensive Plan" as set forth in Exhibit 1 consistent with Section 66.1001 Wisconsin Statutes.

SECTION 7. This ordinance shall take effect and be in full force the day after its passage and publication, as provided by law.

Adopted this ____ day of _____, 2023.

Introduced by Trustee: _____ Second by Trustee: _____

Vote: Ayes: _____ Nays: _____

Dean Wolter, Village President

ATTEST:

Donna S. Cox, Village Clerk

APPROVED AS TO FORM:

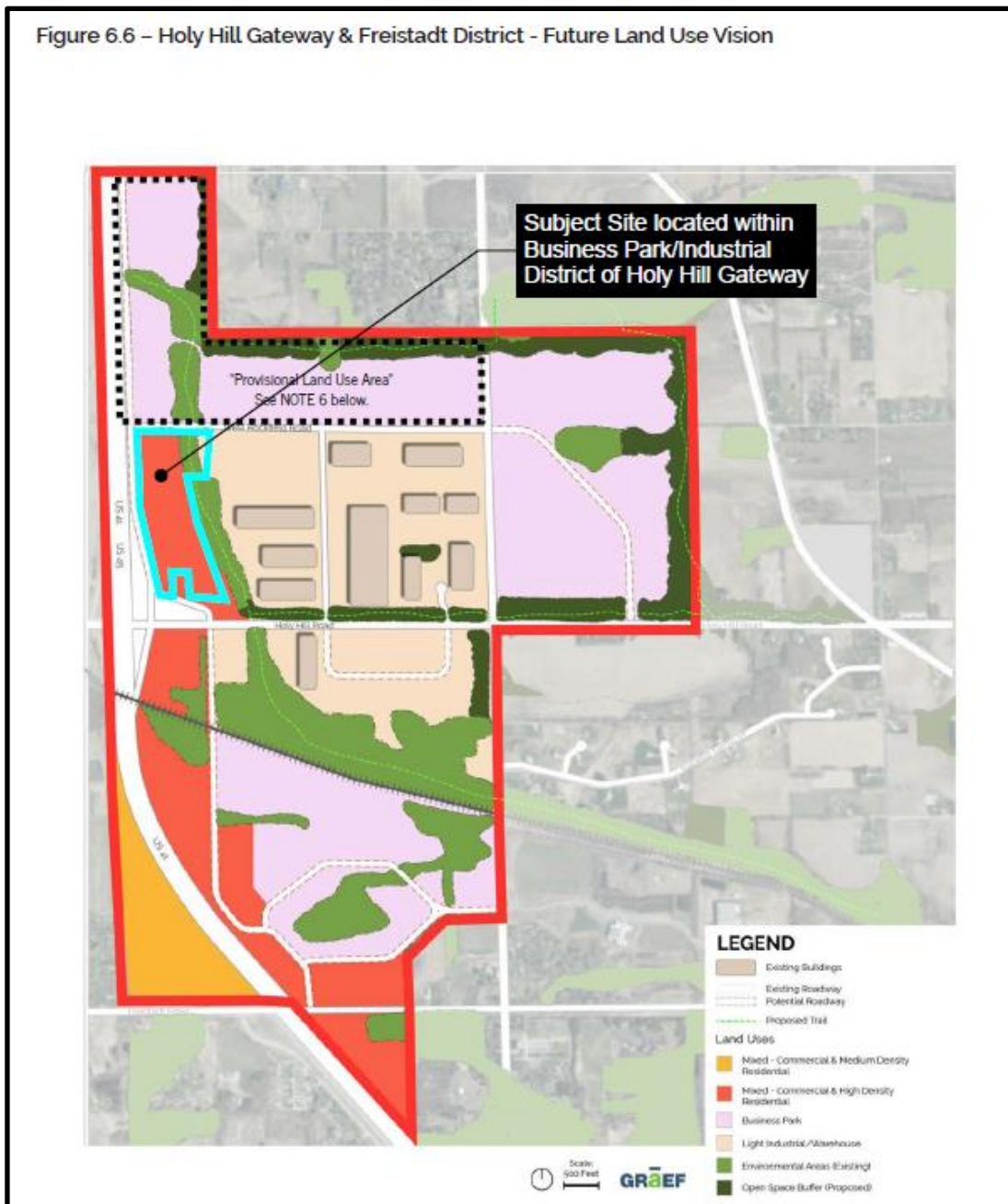
Brian Sajdak, Attorney

EXHIBIT 1

Chapter 6 (Economic Development) Figure 6.6 Amendment

Revise the Holy Hill Gateway District & Freistadt District Future Land Use Plan “Vision” (Figure 6.6) from “Mixed-use Commercial & High Density Residential” (RED classification) to “Light Industrial/Warehouse” (BROWN classification) for the following three (3) parcels located east of and abutting US41:

- a. GTNV 073-993 (15.9 acres)
- b. GTNV 073-994 (15.4 acres)
- c. GTNV 073-995 (21.4 acres)



2050 LAND USE PLAN AMENDMENT & REZONING APPLICATION

11/13/23 Plan Commission Meeting

Brionh Building Corporation / Green Bay Packaging

Staff Report & Recommendation

Germantown, Wisconsin

Summary

Brionh Building Corp. agent for Brian & Kevin Kazmierczak, and Mark & Joann Stephan, property owners, and Green Bay Packaging, are requesting approval of an amendment to the 2050 Future Land Use Plan and rezoning of 52.7 acres for development of a 233,450 sqft corporate office/light manufacturing facility located in the northeast corner of the Holy Hill Road @ I-41 interchange in the Holy Hill Gateway District.

Property Location: Holy Hill Road @ I-41 (northeast corner north of Mobil station)

Applicant/Property

Owner:	Caitlin LaJoie	Kazmierczak	Stephan
	Brionh Building Corp	W202N11420 Merkel	N132W21528 Rockfield
	3885 N Brookfield Rd	Germantown, WI	Germantown, WI

Current Zoning: A-1: Agricultural

Adjacent Land Uses		Zoning
North	Agricultural	A-1
South	Business/Industrial	B-5/M-1
East	Industrial	M-1
West	Business (Richfield)	n/a



Background/Proposal

Briohn Building Corp. agent for Brian & Kevin Kazmierczak, and Mark & Joann Stephan, property owners, and Green Bay Packaging, are requesting approval of an amendment to the 2050 Future Land Use Plan and rezoning of three parcels totaling 52.7 acres for development of a 233,450 sqft corporate office/light manufacturing facility located in the northeast corner of the Holy Hill Road @ I-41 interchange in the Holy Hill Gateway District.

As discussed in July 2023, Green Bay Packaging is interested in relocating their existing Great Lakes Division operation from the Germantown Industrial Park to the Holy Hill Gateway District adjacent to I-41. The 52.7-acre area is comprised of multiple parcels that would be combined and redivided into a 37 acre parcel for the Green Bay Packaging facility, a separate 16-acre parcel to the north abutting Rockfield Road, and two potential 1-acre “outlot” parcels adjacent to the existing convenience store/gas station in the south. Consistent with the 2050 Plan for the Holy Hill Gateway District, the development would be served by the construction of a frontage road from Holy Hill Road to Rockfield Road (with a sidewalk/multi-use recreational trail in the right-of-way).

As shown in the renderings, the proposed 233,450 sqft light manufacturing facility would include a 20,000 sqft office component and would be oriented toward I-41 with the 2-story office component facing the future public frontage road with truck docks and trailer parking on the north and south ends of the building. A potential future 112,500 sqft building expansion is planned on the east side with storm water management basins east and south of the building.

As indicated in the supporting documents to the applications, Green Bay Packaging estimates that the impact of their \$60M investment and \$35M real estate value will yield over \$500,000 in annual property tax revenue.

2050 Land Use Plan Amendment

The 52.7 acres are in the “Holy Hill Gateway District” under the Village’s 2050 Comprehensive Plan and the current zoning is A-1: Agricultural. Although the proposed light industrial/manufacturing land use is consistent with the Preferred Future Land Use table for the Holy Hill Gateway District and a “desirable” land use in the District, the specific vision for the area adjacent to US41 within which these parcels are located is a mixed-use commercial and high-density residential area (see figure 6.6 in the 2050 Plan).

The Applicant is proposing to effectively change the future land use plan “vision” for this area from “Mixed-use Commercial & High Density Residential” (RED on Figure 6.6) to “Light Industrial/Warehouse” (BROWN on Figure 6.6).

Rezoning Application

The current zoning for all three (3) parcels is A-1: Agricultural. The Applicant is proposing to change the current zoning to M-1: Limited Industrial.

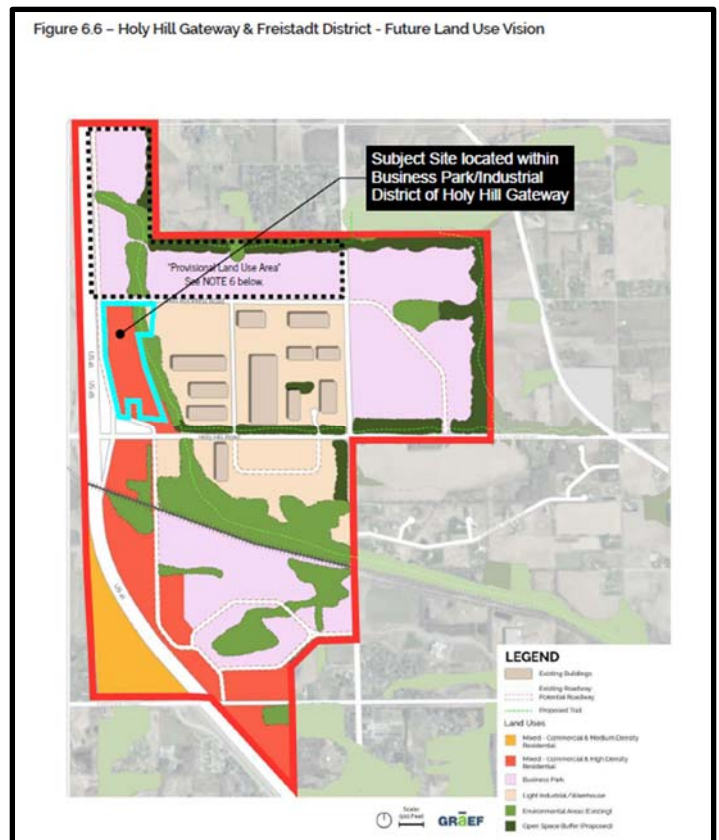
Staff Comment

As discussed in July, the Village had not completed (much less started) the process of developing detailed “master plans” for the Holy Hill Gateway and Freistadt Districts and did not expect it to be completed until sometime in early 2024. At that time, Staff’s opinion was that it was too early in the master planning process to abandon the mixed-use commercial & residential development concept set forth in the 2050 Plan “vision” even though the conclusion of that effort may be the best use for the area adjacent to US41 is light industrial (vs. commercial & high-density residential).

Since that time, and even though the master plan process is not yet underway, questions and information about the suitability of the Freistadt District for “Business Park” uses as shown in the 2050 “vision” plan (Figure 6.6) have surfaced. As a result of a comprehensive wetland delineation effort associated with the Richfield water & sanitary sewer extension project, the amount and extent of wetlands and other environmental constraints indicate that the Freistadt District may be better suited for residential uses vs. business or industrial uses (that will require large parcels of land with little or no environmental constraints).

Further, meetings and conversations with WisDOT, the Wisconsin & Southern Railroad (WSOR), and the Office of the Commissioner of Railroads (OCR) indicate that the process of upgrading the existing farm crossing for the proposed frontage road south of Holy Hill Road is going to be lengthier than originally thought without any guarantee that an upgraded crossing will be approved (WSOR and the OCR are likely to view the Village’s request as a new railroad crossing vs. a upgrade to an existing one).

While Staff would prefer to wait until a more thorough assessment of environmental and other constraints in both the Freistadt and Holy Hill Gateway Districts has been completed, results of the residential market analysis are known, and a definitive decision on the railroad crossing/frontage road issue, there are multiple compelling arguments that can be (have been) made that support a decision to revise the “vision” plan for this area now and allow the Green Bay Packaging light industrial development project to move forward before the Holy Hill Gateway and Freistadt District master plans have been completed.



For these reasons, Staff is in favor of the proposed 2050 Plan amendment and rezoning for the Green Bay Packaging development proposal.

(NOTE: consideration and selection of a consultant proposal for the Holy Hill Gateway and Freistadt District master plan project has been put on hold pending completion of the residential market analysis by Tracy Cross & Associates and submittal of a railroad crossing application to the Office of the Commissioner of Railroads for the proposed frontage road south of Holy Hill Road).

Next Steps

If the Plan Commission is receptive to the overall concept of the Green Bay Packaging development proposal and the 2050 Plan amendment and rezoning, the following permits/approvals will be required from the Village:

1. Certified Survey Map (CSM) or Subdivision Plat
2. Site Development & Building Plan approval
3. Site Grading & erosion control plans & permit
4. Storm water management plan approval
5. Road construction & other public improvement plans
6. Building permits

As indicated in the application documents, Green Bay Packaging is planning to get through these and other steps in their entitlement process in order to break ground in April 2024 and occupancy in July 2025.

VILLAGE STAFF RECOMMENDATION

APPROVE the proposed 2050 Land Use Plan amendment to change the future land use plan “vision” for this area from “Mixed-use Commercial & High Density Residential” (RED on Figure 6.6) to “Light Industrial/Warehouse” (BROWN on Figure 6.6).

APPROVE rezoning the three (3) parcels that comprise the 52.72 acre area from A-1: Agricultural to M-1: Limited Industrial as proposed.

**Fee Must Accompany Application**
☐ \$1,165 Paid ☒ Date 9/22/2023
☐ \$200 PC Consultation Only
 Paid ☐ Date _____

COMPREHENSIVE PLAN AMENDMENT APPLICATION

Please read and complete this application carefully. All applications must be signed and dated. Attach additional sheets and/or include supplemental information in support of your application.

APPLICANT OR AGENT:
Briohn Building Corporation
c/o Caitlin LaJoie
Address: 3885 N Brookfield Rd
Brookfield, WI 53045
Phone: 262-307-8792
E-Mail: clajoie@briohn.com
PROPERTY OWNER(S):
Brian A. Kazmierczak
Address: W202N11420 Merkel Drive
Germantown, WI 53022
Phone: _____

E-Mail: kazfarm@sbcglobal.net
☒ **REQUEST TO AMEND LAND USE MAP**

 Current Land Use Map Designation(s): Industrial

 Proposed Land Use Map Designation(s): Industrial
Address of Property, Parcel ID Number(s) or General Location (¼ section ¼ section):
East of Highway 41 / North of Holy Hill Road
BTVN_073995 and BTVN_073994
Legal Description of Property or Area (metes and bounds description):

Attach separate legal description if necessary

SW SW (EXC HWY & CSM 275) DOC 1308664 and S 1/2 NW SW (EXC CSM 51&V686 P194) DOC 1308664
Size of Property or Area: Acres: 36.8 Square Feet: 1,603,008

Land Use and Zoning of Adjacent Properties (example: residential; Rs-2):

Adjacent Property Land Uses		Zoning
North	Holy Hill Gateway District - Industrial	A-1
South	Holy Hill Gateway District - Industrial	M1, A2, B5
East	Holy Hill Gateway District - Industrial	PDD-46
West	N/A - Highway 41	Hwy 41 & Richfield (Light Industrial, Biz Highway)

N/A

☐

REQUEST TO AMEND PLAN TEXT

Section(s) of Comprehensive Plan to be Amended:

Proposed Text Amendment:

Attach separate pages as necessary

Detailed Explanation and Justification for Proposed Amendment(s):

Required for both Land Use Amendment and Text Amendments

Attach separate pages as necessary

Please see attached narrative.

Comprehensive Plan Amendment Application

Page 3 of 3

APPLICATION SUBMITTAL REQUIREMENTS (to be submitted at time of application):All Amendment Applications:

- ☒ Complete Application Form (Affidavit of Understanding and signatures required)
- ☒ Application Fee
- ☒ Additional Sheet(s) for explanation of and justification for proposed amendment(s)

Land Use Plan Map Amendment Only:

- ☒ Legal Description of the land subject of map amendment in electronic/digital file format (e.g. Microsoft Word)
- ☒ Detailed Plat of Survey or Site Plan of the land subject to the map amendment at a scale of 1" = 50' or other suitable scale necessary to accurately present:
 - o Exterior boundary of the land subject of the map amendment
 - o Concept plan showing general size, shape and relative location of existing and future roads, lots, structures, wetlands, floodplain or other natural features, environmental etc. as may be necessary to further explain and/or support the proposed map amendment.

AFFIDAVIT OF UNDERSTANDING**Please read and indicate that you understand and agree to the following** (initials in box):

☒ I understand that Village Staff, the Plan Commission and/or the Village Board may request additional information to properly evaluate this application and failure to provide such information may be sufficient justification to deny this application;

☒ I understand that, regardless of the justification and/or information provided in support of my application, the Village is under no obligation to approve my application nor amend the Comprehensive Plan as requested;

☒ I am aware that the approval of an application to amend the Land Use Plan Map only amends the Land Use Map and does not otherwise revise or change the zoning of the land affected by the Map amendment, and, if I am applying for a Map amendment in order to pursue actual development of the land affected by the amendment, I may be required to obtain separate permits and/or approvals (e.g. rezoning, land division, site plan, etc.) from the Village or other agencies as a prerequisite to the development of such land.

☒ I understand that Village Staff is required to post one or more signs along the street frontage of and/or on the property of this application that indicate to nearby property owners and the general public that a public hearing of my application will be held before the Village Plan Commission and/or Village Board prior to action being taken on this application; I hereby grant Village Staff permission to enter onto the property for the expressed purpose of installing said sign(s) provided Village Staff is responsible for installing, maintaining and removing said signs in a reasonable manner and timeframe.

ALL APPLICATIONS MUST BE SIGNED BY THE APPLICANT/AGENT AND PROPERTY OWNER(S)

Briohn Building Corporation / Caitlin LaJoie 9/22/2023

Applicant/Agent
DocuSigned by:

Date

AB31E8AA9F1E48E...
Applicant/Agent

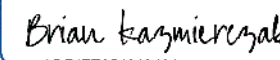
Date

Brian Kazmierczak

9/22/2023

DocuSigned by:

Date

ADF17E054613431...
Property Owner

Date



Fee Must Accompany Application

☐ \$1,165 Paid ☒ Date 9/22/2023

☐ \$200 PC Consultation Only
Paid ☐ Date _____

COMPREHENSIVE PLAN AMENDMENT APPLICATION

Please read and complete this application carefully. All applications must be signed and dated. Attach additional sheets and/or include supplemental information in support of your application.

APPLICANT OR AGENT:

Briohn Building Corporation
c/o Caitlin LaJoie

Address: 3885 N Brookfield Rd
Brookfield, WI 53045

Phone: 262-307-8792

E-Mail: clajoie@briohn.com

PROPERTY OWNER(S):

Mark and Joann Stephan

Address: N132W21528 Rockfield Road
Richfield, WI 53076

Phone: _____

E-Mail: _____

☒ **REQUEST TO AMEND LAND USE MAP**

Current Land Use Map Designation(s):

Proposed Land Use Map Designation(s):

Address of Property, Parcel ID Number(s) or General Location (¼ section ¼ section):

East of Highway 41 / South of Rockfield Road
BTVN_073993

Legal Description of Property or Area (metes and bounds description):

Attach separate legal description if necessary

Size of Property or Area: Acres: 15.92 Square Feet: 693,475

Land Use and Zoning of Adjacent Properties (example: residential; Rs-2):

Adjacent Property Land Uses		Zoning
North	Holy Hill Gateway District - Industrial	A-1
South	Holy Hill Gateway District - Industrial	A-1*
East	Holy Hill Gateway District - Industrial	PDD-46
West	N/A - Highway 41	Hwy 41 & Richfield (Light Industrial, Biz Highway)

* Site directly south submitted for rezone/comp plan amendment consistent with this application

N/A

☐

REQUEST TO AMEND PLAN TEXT

Section(s) of Comprehensive Plan to be Amended:

Proposed Text Amendment:

Attach separate pages as necessary

Detailed Explanation and Justification for Proposed Amendment(s):

Required for both Land Use Amendment and Text Amendments

Attach separate pages as necessary

Please see attached narrative.

Comprehensive Plan Amendment Application

Page 3 of 3

APPLICATION SUBMITTAL REQUIREMENTS (to be submitted at time of application):All Amendment Applications:

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Land Use Plan Map Amendment Only:

- ☒ Legal Description of the land subject of map amendment in electronic/digital file format (e.g. Microsoft Word)
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 - o Exterior boundary of the land subject of the map amendment
 - o Concept plan showing general size, shape and relative location of existing and future roads, lots, structures, wetlands, floodplain or other natural features, environmental etc. as may be necessary to further explain and/or support the proposed map amendment.

AFFIDAVIT OF UNDERSTANDING**Please read and indicate that you understand and agree to the following** (initials in box):

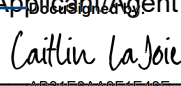
☒ I understand that Village Staff, the Plan Commission and/or the Village Board may request additional information to properly evaluate this application and failure to provide such information may be sufficient justification to deny this application;

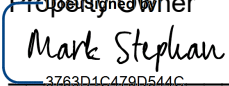
☒ I understand that, regardless of the justification and/or information provided in support of my application, the Village is under no obligation to approve my application nor amend the Comprehensive Plan as requested;

☒ I am aware that the approval of an application to amend the Land Use Plan Map only amends the Land Use Map and does not otherwise revise or change the zoning of the land affected by the Map amendment, and, if I am applying for a Map amendment in order to pursue actual development of the land affected by the amendment, I may be required to obtain separate permits and/or approvals (e.g. rezoning, land division, site plan, etc.) from the Village or other agencies as a prerequisite to the development of such land.

☒ I understand that Village Staff is required to post one or more signs along the street frontage of and/or on the property of this application that indicate to nearby property owners and the general public that a public hearing of my application will be held before the Village Plan Commission and/or Village Board prior to action being taken on this application; I hereby grant Village Staff permission to enter onto the property for the expressed purpose of installing said sign(s) provided Village Staff is responsible for installing, maintaining and removing said signs in a reasonable manner and timeframe.

ALL APPLICATIONS MUST BE SIGNED BY THE APPLICANT/AGENT AND PROPERTY OWNER(S)

Briohn Building Corporation / Caitlin LaJoie 9/22/2023
 Applicant/Agent Date

 Applicant/Agent Date

Mark Stephan 9/22/2023
 Property Owner Date

 Property Owner Date

**FEES MUST BE PAID AT TIME OF APPLICATION**

\$200 Plan Commission Consultation

\$1,085 Rezoning

\$1,240 PDD < 5 acres

\$2,095 PDD 5-20 acre site

\$3,460 PDD > 20 acre site

Date Paid: _____ Received by: _____

REZONING & PDD APPLICATION

Pursuant to Section 17.51 of the Municipal Code

Please read and complete this application carefully. **All applications must be signed and dated.**

1 APPLICANT OR AGENT Briohn Building Corporation c/o Caitlin LaJoie 3885 N Brookfield Road, Suite 200 Brookfield, WI 53045 Phone (262) 307-8792 E-Mail clajoie@briohn.com	PROPERTY OWNER Brian A. Kazmierczak W202N11420 Merkel Drive Germantown, WI 53022 Phone () E-Mail kazfarm@sbcglobal.net
---	---

2 PROPERTY ADDRESS OR GENERAL LOCATION East of Highway 41 / North of Holy Hill Road	TAX KEY NUMBER BTVN_073995 and 73994
---	--

3 REZONING REQUEST FROM A-1	TO M-1
--	-----------

4 METES AND BOUNDS LEGAL DESCRIPTION OF PROPERTY – REQUIRED Attach pages as necessary SW SW (EXC HWY & CSM 275) DOC 1308664 and S 1/2 NW SW (EXC CSM 51&V686 P194) DOC 1308664

5**PURPOSE OF REZONING REQUEST**

Briefly describe why the applicant is rezoning the property. Include a description of the proposed use, including any new construction and number of employees, if applicable.

Please review attached narrative.

6**SUPPORTING DOCUMENTATION:**

- ☐ Plat of Survey (1:100)
- ☒ Site Plan and elevations for new construction (can be conceptual)

7**READ AND INITIAL THE FOLLOWING:**

- ☒ I understand that the Village is under no obligation to rezone property and that density and lot coverages provided in the Zoning Code are maximums. Actual build out will depend on myriad factors including topography and other natural conditions, surrounding neighborhood context and the detailed design of a project.
- ☒ I understand that Village Staff, Plan Commission and/or Village Board may request additional information to properly evaluate this request and failure to provide such information may in itself be sufficient cause to deny the petition.
- ☒ I am aware that this rezoning shall go into effect immediately upon the final approval of the Village Board and its execution of the rezoning ordinance
- ☒ I understand that Village Staff is required to post one or more signs along the street frontage of and/or on the property subject of this application that indicate to nearby property owners and the general public that a public hearing of my application will be held before the Village Plan Commission and/or Village Board prior to action taken on this application; I hereby grant Village Staff permission to enter onto the property for the expressed purpose of installing said sign(s) provided Village Staff is responsible for installing, maintaining and removing said signs in a reasonable manner and time frame.

8**SIGNATURES – ALL APPLICATIONS MUST BE SIGNED BY OWNER!**

DocuSigned by:

Caitlin LaJoie

AB31E8AA9F1E48E...

09/22/2023

Applicant

Date

DocuSigned by:

Brian Kazmierczak

ADF17E054613431...

09/22/2023

Owner

Date

**FEES MUST BE PAID AT TIME OF APPLICATION**

\$200 Plan Commission Consultation

\$1,085 Rezoning

\$1,240 PDD < 5 acres

\$2,095 PDD 5-20 acre site

\$3,460 PDD > 20 acre site

Date Paid: _____ Received by: _____

REZONING & PDD APPLICATION

Pursuant to Section 17.51 of the Municipal Code

Please read and complete this application carefully. **All applications must be signed and dated.**

1 APPLICANT OR AGENT Briohn Building Corporation c/o Caitlin LaJoie 3885 N Brookfield Road, Suite 200 Brookfield, WI 53045 Phone (262) 307-8792 E-Mail clajoie@briohn.com	PROPERTY OWNER Mark and Joann Stephan N132W21528 Rockfield Road Richfield, WI 53076 Phone () E-Mail
---	--

2 PROPERTY ADDRESS OR GENERAL LOCATION East of Highway 41 / South of Rockfield Road	TAX KEY NUMBER BTVN_073993
---	--------------------------------------

3 REZONING REQUEST FROM A-1	TO M-1
--	-----------

4 METES AND BOUNDS LEGAL DESCRIPTION OF PROPERTY – REQUIRED Attach pages as necessary	
---	--

5**PURPOSE OF REZONING REQUEST**

Briefly describe why the applicant is rezoning the property. Include a description of the proposed use, including any new construction and number of employees, if applicable.

Please review attached narrative.

6**SUPPORTING DOCUMENTATION:**

- ☒ Plat of Survey (1:100)
- ☒ Site Plan and elevations for new construction (can be conceptual)

7**READ AND INITIAL THE FOLLOWING:**

- ☒ I understand that the Village is under no obligation to rezone property and that density and lot coverages provided in the Zoning Code are maximums. Actual build out will depend on myriad factors including topography and other natural conditions, surrounding neighborhood context and the detailed design of a project.
- ☒ I understand that Village Staff, Plan Commission and/or Village Board may request additional information to properly evaluate this request and failure to provide such information may in itself be sufficient cause to deny the petition.
- ☒ I am aware that this rezoning shall go into effect immediately upon the final approval of the Village Board and its execution of the rezoning ordinance
- ☒ I understand that Village Staff is required to post one or more signs along the street frontage of and/or on the property subject of this application that indicate to nearby property owners and the general public that a public hearing of my application will be held before the Village Plan Commission and/or Village Board prior to action taken on this application; I hereby grant Village Staff permission to enter onto the property for the expressed purpose of installing said sign(s) provided Village Staff is responsible for installing, maintaining and removing said signs in a reasonable manner and time frame.

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DocuSigned by:

Caillin LaJoie

AB31E8AA9F1E48E...

09/22/2023

Applicant

Date

DocuSigned by:

Mark Stephan

3763D1G470D544C...

09/22/2023

Owner

Date



BRIOHN BUILDING CORPORATION

Caitlin LaJoie
Briohn Building Corporation
3885 N Brookfield Rd, Suite 200
Brookfield, WI 53045

September 22, 2023

Village of Germantown
N112W17001 Mequon Road
Germantown, WI 53022

RE: Request to Rezone and Amend the 2050 Comprehensive Plan for GBP

Dear Village Staff,

Briohn Building Corporation (“Briohn”) is pleased to present the following narrative on behalf of Green Bay Packaging (“GBP”) – Great Lakes Division to the Village of Germantown (“Village”) for consideration of rezoning and amendment to the comprehensive plan for a new facility (“Development”) at the northeast corner of Holy Hill Road and Highway 41.

Subject Site

The subject site (“Site”) is located immediately east of Highway 41 and north of Holy Hill Road extending north to Rockfield Road (Tax Keys GTVN_073995, GTVN_073994, and GTVN_073993) and is approximately 52.72 acres.

Site Selection

The Development is designed to accommodate a new facility for GBP – Great Lakes Division, a current business partner in the Village of Germantown for over 50 years. GBP is currently leasing approximately 160,000 square feet comprising of four properties on Carnegie Drive. Due to the company’s growth patterns and the inefficiency of operating out of four separate buildings, GBP is pursuing a new location to own, develop, and occupy long term to serve its clients. GBP hopes to maintain its longstanding partnership with the Village by continuing to be a corporate citizen following its relocation. Limited parcels are available within the Village suitable for new construction of light industrial developments on 50 acres or greater. Additionally, the proximity to Highway 41 is ideal for GBP’s logistics and reduces the amount of truck traffic traveling on the Washington County and Village of Germantown road network systems. Unlike other developments which have a negative impact on traffic circulation, the Development poses no detrimental impact on traffic.

DESIGN / BUILD
CONSTRUCTION

ARCHITECTURAL
DESIGN

DEVELOPMENT

PROPERTY
MANAGEMENT

As a reputable local company, GBP hopes to enhance the Village's image with the addition of a prominent facility, with a visionary design, which we hope the Village will agree is the centerpiece to the Holy Hill Gateway District. GBP is making a substantial investment in the company and the Village.

Vision of Development

The Site is currently zoned A-1 Agriculture and tentatively master planned as mixed – commercial and high density residential within the Industrial District of Holy Hill Gateway. To entitle the Development, GBP anticipates obtaining rezone and comprehensive plan amendment approvals, followed by site and architectural plan approvals and creating a new CSM.

The Development will meet, and likely exceed, all M-1 bulk zoning requirements. A professional landscape architect will prepare the proposed landscape plan. The design will meet or exceed Village landscape and beautification ordinances and provide adequate screening. In consideration of Holy Hill Gateway District Comments, Appendix C of the 2050 Comprehensive Plan, GBP is cognizant of controlling light pollution, limiting road closures, planting meaningful landscape and berms, minimizing operational noise, and consideration of connectivity for a future trail system.

GBP has created a site plan that is considerate of surrounding parcels by incorporating substantial setbacks and buffering, although not required by the Village. This submission is the result of considered discussions between Briohn, GBP, and Village staff to advance a quality development to anchor the Holy Hill Gateway District.

Schedule

GBP appreciates the Village's due diligence evaluating zoning and future land use. Based on GBP's corporate mandate to improve its Germantown facility capacity, it is crucial for the success of this Development that the project schedule proceeds without delay in the proposed entitlement schedule. The current facility is not functional long-term and GBP must relocate by the summer of 2025 to continue serving its customers.

Task	Summary	Date
Rezone and Comp Plan Amendment Submittal	Submittal	9/22/2023
Plan Commission Recommendation - Rezone and Comp Plan Amendment	PC Meeting	11/13/2023
Village Board Approval - Rezone and Comp Plan Amendment	VB Meeting	12/4/2023
Certified Survey Map and Site Plan Submittal	Submittal	1/9/2024
Construction Documents Submittal	Submittal to Safebuilt	2/13/2024
Plan Commission Approval - Site Plan & Plan Commission Recommendation - CSM	PC Meeting	3/12/2024
Village Board Approval - CSM	VB Meeting	4/2/2024
MMSD and DNR Review/Approval	Public water and sewer approval	4/9/2024
Full Building Permit Issuance	All in-house via Safebuilt	4/9/2024
	Break Ground	April 2024
	Occupancy	July 2025

Green Bay Packaging

Company Overview

Green Bay Packaging Inc. is a family-owned business with 90 years of manufacturing history in Wisconsin. As one of the state's largest privately held companies, GBP employs 4,700 people across 38 nationwide locations. In Wisconsin alone, there are 1,600 active employees. At its core, GBP has remained dedicated to improving its employees' jobs and facilities where they work, proven by employee longevity averaging over ten years throughout the company.

Community

GBP's dedication to reinvesting in the communities where it operates includes providing jobs for local residents and supporting numerous charitable initiatives. GBP is proud to be a strong corporate citizen.

The GBP George Kress Foundation, founded in 1953, has a mission to care for the people in its community. The foundation's philanthropic focus contributes to programs serving young people, education, health, and cultural activities. It is dedicated to giving back with intentional actions that keep communities strong, diverse, and vibrant.

In 2018, before constructing a state-of-the-art recycled paper mill in Green Bay, WI, GBP set out to design a facility with the future in mind. The plan included complete automation for safety, environmental control, sustainability, and process quality. **GBP built this new facility on the property of its original mill to ensure that the existing mill's workforce could remain.** In 2021, GBP saw this plan come to life with the successful start-up of the new Green Bay Recycled Paper Mill, the first new mill to be built in over 35 years in the state of Wisconsin.

Sustainability in Action

GBP is the first in the world to be validated for its Net-Zero Circular Reclaimed Water System at the Green Bay Mill, and is also one of the most environmentally friendly recycled paper mills in North America. Green Bay Packaging continues to employ sustainable practices to reduce environmental impacts during paper production.

GBP's commitment to sustainability is a core value that the company stands on. As far back as 1957, GBP began collecting old corrugated containers (OCC) to produce corrugated medium in the Green Bay Paper Mill; this occurred 20 years before the concept of "recycling" was recognized. GBP strives to manufacture the most sustainable products, focusing on reducing waste and using renewable resources through initiatives like recycling water from its manufacturing plants.

Focusing on environmental stewardship has enabled GBP to have one of the lowest carbon footprints compared to other packaging companies. GBP's sustainability goals include:

- Reducing its greenhouse gas emissions by 20% per ton of paper production.
- Continuing to monitor and reduce its watershed impacts.
- Achieving a 90% landfill diversion by 2030.

Other New Developments

GBP has designed two new corrugated box ‘Super-Plants’ in Tulsa, OK (opened in 2021) and Fort Worth, TX (opening in fall 2023) which allow GBP to expand its operation with the latest production equipment for total efficiency and to keep all its existing employees.

GBP continues to invest in its employees and customers by opening new Super Plants. These operations house new innovations, hoping to draw new business opportunities to Oklahoma and Texas. As GBP continues to expand its footprint, it remains focused on driving the industry forward with advanced technology and excellent service.

Recognitions

At the 2022 Wisconsin Manufacturer of the Year Awards, GBP received the Grand Award in the Mega Category. This award recognizes Wisconsin companies for their extraordinary performance, strength, and vibrancy in the manufacturing industry. As a backbone of Wisconsin’s economy, manufacturing sustains high-wage, family-supporting careers and provides the tools and technology that ensure Wisconsin is a leader in innovation.

GBP was recently recognized on Deloitte’s 2023 Wisconsin 75 list for its sustainability. As one of the largest privately held Wisconsin-based companies, GBP is a driving force in fueling the growth of the state’s economy. GBP celebrates the success and impact of the company as it balances economic development, social equity, and sustainable initiatives.

As GBP continues to remain dedicated to its employees and the company's success, **Forbes has also recognized GBP as one of America’s Best Midsize Employers of 2023.** This award highlights GBP’s thriving work environment.

Like Forbes, Newsweek named GBP one of America’s Greatest Workplaces for 2023. As a standout company and one of only 18 companies named in Wisconsin, Newsweek awarded GBP a 5-star ranking for substantial benefits and increased employee satisfaction.

Plan of Operations

The Development is approximately 233,450 SF consisting of a 20,000 square foot main office area which was thoughtfully planned to screen the loading docks. The balance of the building will provide space for light manufacturing of corrugated containers. The building is carefully designed for a potential addition, creating an attractive site with ample green space, generous landscaping, and amenity-like stormwater ponds. Anticipated trucking activity will be moderate with an estimated maximum of 45 total trucks entering/leaving the Development per day. Parking will be provided onsite. Additionally, a public road with a recreation trail may be installed to connect Holy Hill Road to Rockfield Road, improving access to the existing gas station and neighborhood to the north.

The facility’s daily operations and finished product is consistent with the current GBP Germantown operation. This new facility provides GBP an opportunity to operate more efficiently with a streamlined receiving, manufacturing, and shipping process.

Map 5.3 – 2050 Future Land Use Map

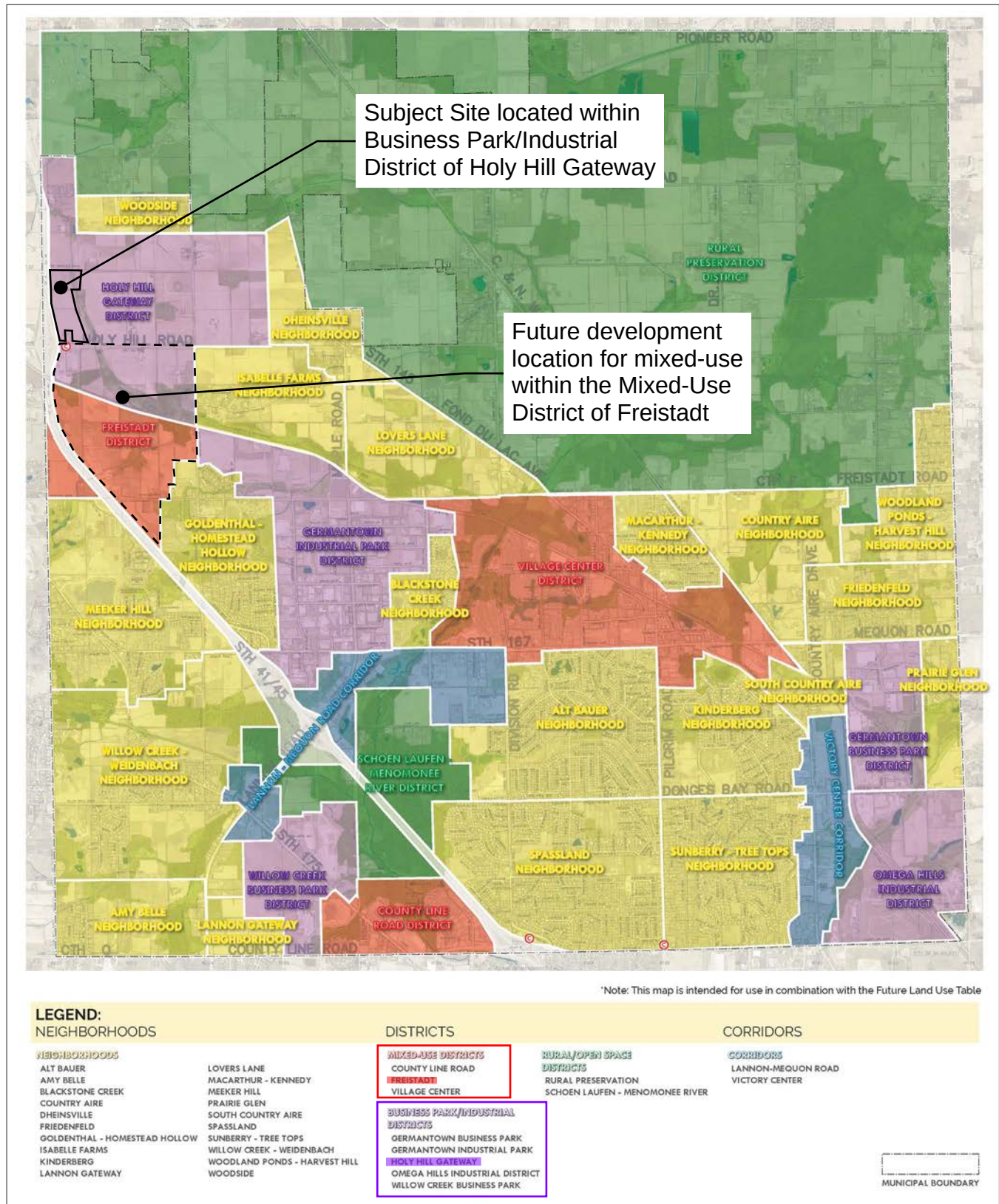
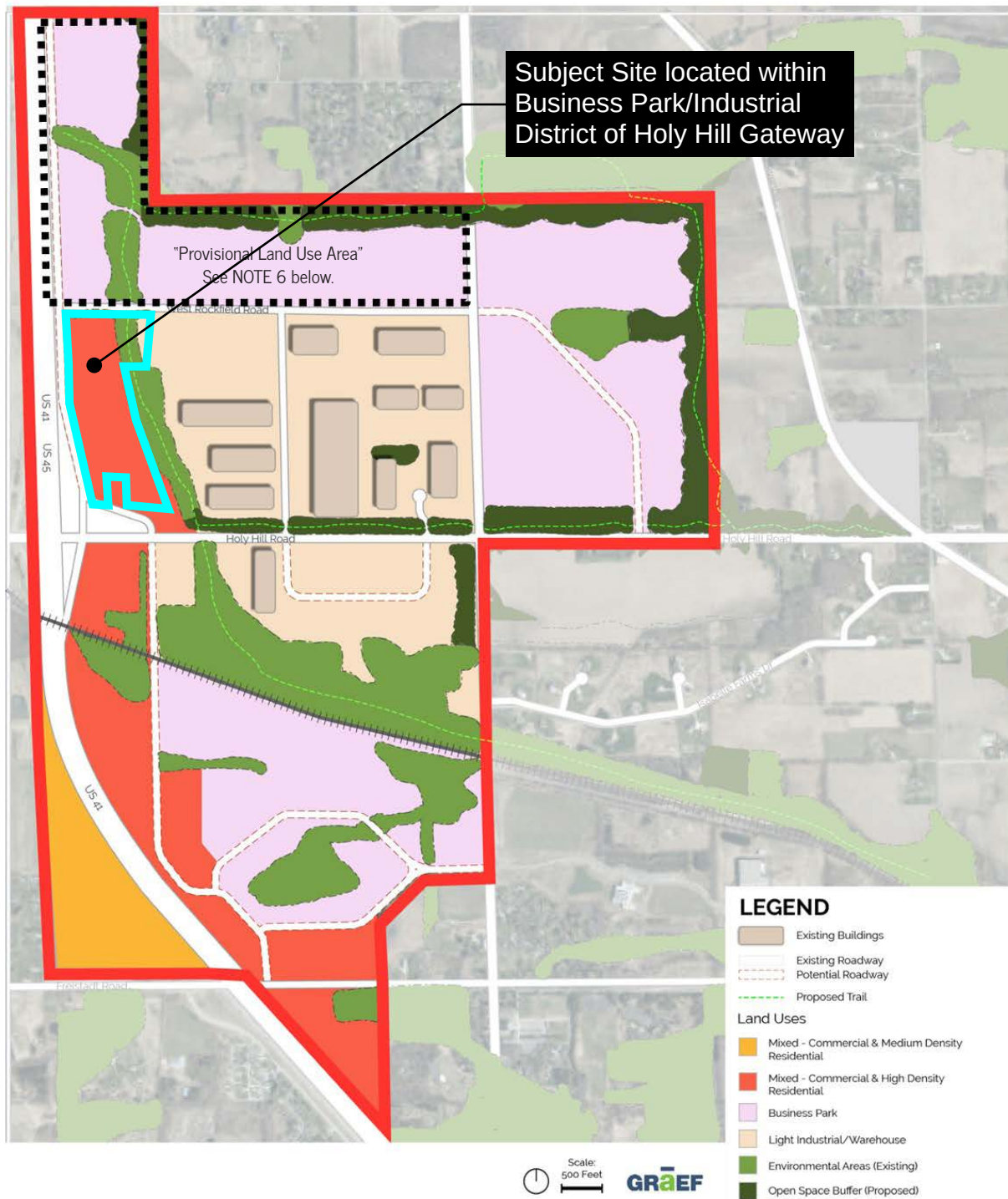


Figure 6.6 – Holy Hill Gateway & Freistadt District - Future Land Use Vision



NOTE 6:

Land use within the "Provisional Land Use Area" shall be consistent with the former 2020 Land Use Plan "Agricultural/Conservation Residential" designation that allows agricultural use and single-family residential use with a maximum density and minimum lot size of 1 dwelling per 5 acres. See Holy Hill Gateway District Profile in Chapter 5 for details on Master Planning.

Holy Hill Gateway District

The 2050 Comprehensive Plan, adopted on September 26, 2022, offers a guideline for the Village to use when evaluating proposed developments. **The Development is consistent with the overall intent of the Comprehensive Plan.** It was designed using “place based” methodology; this offers staff, Plan Commission and Village Board the flexibility to evaluate development proposals individually considering a possible range of uses and design criteria.

Although the master planning process of the Neighborhoods, Districts and Corridors is underway, it is important to note that the Holy Hill Gateway District is categorized within the Industrial district type, further outlined on page 100 of the 2050 Comprehensive Plan.

“The Holy Hill Gateway District is predominately undeveloped but intended to be an industrial and mixed-use commercial district comprised predominantly of light industrial uses, warehouse, corporate office uses, and service-commercial uses.” (2050 Comprehensive Plan, page 100)

During public planning sessions, neighboring residents suggested industrial development should not extend north of Rockfield Road, or east of Goldendale Road; this Development complies with this request as it is south of Rockfield Road and west of Goldendale Road. Additionally, it will not have a negative impact on property values. The adjacent current property uses are newly constructed industrial buildings further assuring that the Development will not impact the use or enjoyment of the neighboring properties. The Development is consistent with surrounding properties and will cause no significant noise, light, activity, or other operations which are non-compliant with the anticipated uses of the Holy Hill Gateway District.

As noted in 2050 Comprehensive Plan – Section 6: Economic Development/Opportunity Areas, the next step is engaging with the local development community. GBP has been incorporated for over 90 years and within the Germantown community for 50 years. The company is eager to make a significant investment in the Village and continue to provide over 80 jobs locally with expectations to increase this number over the upcoming years.

Similarly, Briohn has been designing and building quality facilities in Germantown and the surrounding communities for over 40 years, including recent developments on Goldendale Road for several prominent industrial companies.

Developing the Site as industrial is consistent with the Preferred Future Land Use Table, derived from the 2050 Comprehensive Plan. Industrial is a desirable use as it is consistent with, supports, and enhances the desired characteristics of the area.

PREFERRED FUTURE LAND USE

Holy Hill Gateway District

Preferred Future Land Uses											Enviro Corr.	SSA	Preferred Site Design			Maximum Density (residential uses)	
Existing Uses (+ existing non-conforming zoning) See NOTE 5 for details	Residential: Single Family	Residential: Two to Four Family	Residential: Multi-family / Senior	Mixed-Use: Commercial / Residential	Mixed-Use: Commercial / Industrial	Commercial (includes "Activity Centers")	Institutional	Open Space & Recreational	Mineral Extraction	Industrial	Agricultural / Hobby Farming / Agribusiness	Contains an Environmental Corridor?	Sewered? (Y/N/Partial)	Traditional Neighborhood	Suburban Subdivision	Conservation Subdivision**	Dwelling Units / Acre See NOTE 4 for details
A	u	u	D	D	D	A	A	A	u	D	u	Yes	Yes	-	-	-	25 units/acre

Figure 1: Future Land Use Table identifying "Industrial" as a desirable use within Holy Hill Gateway District

See Exhibit C for the Holy Hill Gateway District future land use characteristics per the 2050 Comprehensive Plan.

Throughout the many meaningful conversations Briohn, GBP and the Village have had, staff has referenced this area being developed similarly to White Stone Station in Menomonee Falls or 84South in Greenfield.

White Stone Station was developed on 65 acres and 84South was developed on 48 acres. Within the Holy Hill Gateway & Freistadt Districts, there is approximately 146 acres available for consideration of Mixed – Commercial & High Density Residential development. Reducing this area by 52 acres to accommodate Green Bay Packaging, a reputable manufacturing company with longevity in Germantown, leaves 94 acres of land that is guided for a mixed-use development.

There is ample room to accommodate a potential development in the future, such as White Stone Station or 84South, in addition to the present-day proposed GBP development.

Connectivity & Environmental Features

2050 Comprehensive Plan – Map 7.3: Village-wide Bicycle & Pedestrian Connectivity Map (Exhibit D) identifies the proposed Menomonee River Trail and Goldendale Creek Loop Trail. The Goldendale Creek Loop Trail is adjacent to the Freistadt District, providing the safest connectivity for pedestrians and cyclists. This trail also provides safer connectivity to the Village Center. It is important to recognize the existing truck traffic while considering potential pedestrian routes on the newly proposed pathways. By approving the proposed rezone and comprehensive plan amendment, GBP's truck traffic will be immediately diverted off Holy Hill Road, away from the Village and the proposed trail.

The proposed Development site is clear of significant wetlands and woodlands, rendering it ideal for the proposed corporate industrial use. By contrast, the southern portion of the Holy Hill Gateway District and Freistadt District contain pockets of wetland and woodlands (Exhibit E). These environmental features are challenging for industrial-scale buildings to plan around without potential mitigation. However, these areas can be better protected with smaller-scale mixed-use retail, commercial, and multifamily developments. Additionally, the wetlands and woodlands become a sought after amenity that enhances the surrounding uses when combined with a mixed use development. Thus, industrial development should be positioned north of Holy Hill Road and mixed-use developed south of Holy Hill Road.

Utilities

As of 2022, the Site falls within the existing sanitary sewer area. GBP will work diligently to ensure adequate capacity for the proposed Development which is a light user of water, sewer, and other utilities. Furthermore, the area from Holy Hill Road south to Freistadt Road is anticipated to be annexed into the sanitary sewer area. This future annexation provides a more marketable location for a mixed-use development to consider creating a retail corridor when engaging with retail developers.

Materials and Image

GBP has reviewed and understands the architectural design elements required by the Village. It is committed to create a quality development, which reflects its existing relationship with the Village. **In collaboration with the Village, GBP has revised the elevations to enhance the design and aesthetic appeal by creating architectural interest via glazing, steel beams, and material accents.** The layout of the building has been optimized to highlight the visually attractive areas and screen the truck courts and other related views. The proposed design incorporates a complimentary color palette, as requested by local neighbors. GBP is excited to continue collaboration with the Village to refine architectural elements to create a design that is highly desirable in the Gateway District. Please reference Exhibit B attached hereto for proposed renderings.

The proposed renderings deeply reflect the Village's vision for unique industrial building design.

Holy Hill & Freistadt Inspiration



▲ The Village envisions unique industrial building design that stands apart from traditional, warehouse look and feel

Rendering of Proposed Elevations



Figure 2: Rendering of proposed elevations.

Economic Development

Economic development is crucial to any municipality's livelihood as it increases the capacity and supply of public goods. This is an important vehicle to capitalize on to increase local revenue while relieving the burden on individuals. The 2050 Comprehensive Plan encourages industrial business to expand with the Village boundaries. Further, the Site is truly unique, in that it fulfills GBP's relocation objectives. Those objectives are specific to manufacturing end users, and after extensive relocation due diligence efforts, GBP has concluded there is a scarcity of land which could accommodate the industrial development which is the subject of the pending applications.

"In 2022, the WI Department of Revenue reported that the Village's \$3.5 billion tax base of equalized value was primarily residential (67.17%), but has a sizable commercial (22.91%) and manufacturing (7.89%) presence. This indicated there is significant room for growth to diversify the tax base and relieve pressure from residential sector by encouraging commercial and industrial business operations to locate or expand in Germantown." (2050 Comprehensive Plan, page 119)

"Manufacturing is a key economic sector in Germantown."

Manufacturing is Germantown's second largest sector of employment for residents, coming in at 18.7%, creating a significant job and economic base.

"Of note, in 2019 only 25.6% of Germantown residents worked in Washington County, while 74.4% worked outside of the County. This signals an important opportunity for economic development if the Village can keep more residents working within the Village's borders." (2050 Comprehensive Plan, page 121). **This is an excellent opportunity to retain and expand an important employer in Germantown.**

Tax Base

The Development will not propose that a new tax incremental district be created. Therefore, the Village will immediately begin collecting tax dollars from the time of occupancy. Occupancy is expected in the summer of 2025 and will generate approximately \$500,000 in property tax revenue. This money can be used to directly fund services in dire need, such as the police force, fire department, emergency medical response team members, and road improvements.

The Village police department continues to grow and will outgrow the already-expanded facility. It is vital to community safety, as addressed in July 2022 by the Public Safety Committee, that the police department has access to adequate resources as call numbers increase, as well as crime. The receipt of tax revenue generated by GBP will directly influence the Village's ability to provide the necessary tools, technology, and sworn officers to ensure the community remains a safe place to reside.

The Public Safety Committee also voiced concern over the Germantown Fire Department at the July 2022 meeting. Nationally, citizens are less likely to volunteer personal time forcing the Village to recruit

more full-time employees. Similar to the police department, there is an increase in calls due to residential and commercial growth throughout the Village.

Notably, the corporate and industrial uses place a much lower demand on police and fire resources than retail, commercial, and residential uses. GBP will have a positive economic impact without increasing the burden on public safety resources.

Appendix A of the 2050 Comprehensive Plan states the three most important factors on quality of life for those in Germantown are public safety (police/fire), low crime, and good neighbors. **Approving the Development will immediately benefit the community by creating additional tax revenue not currently generated on the agricultural land, allowing the Village to consider applying funds towards increasing staff.**

Development Benefits to the Village and Surrounding Community

The Development will provide an attractive, efficient facility for GBP to remain in the Village, continuing its 50-year legacy as an exemplary corporate citizen. The new facility will provide additional employment opportunities in the local community for skilled laborers and office professionals. It will be constructed using high-quality materials to raise the area's quality and the appearance of its industrial developments. This prominent building design and construction will aid Germantown in increasing architectural standards throughout the Village.

Conclusion

Thank you for reviewing the application in consideration of approving a rezone and comprehensive plan amendment.

With four manufacturing sites in Southeast Wisconsin, GBP has a strong interest in continued business success in the area. The GBP location has been a part of the Germantown community for over 50 years. The new state-of-the-art facility will continue GBP's technology innovation and expansion in the corrugated manufacturing industry while proposing significant property tax revenue upon occupancy.

Based on several factors, including enhanced architectural elements, proximity of complementary business, distance from residential neighborhoods, wetland and woodland areas, and timing of the proposed development, we suggest the Village approve the industrial use for GBP to build a corporate facility north of Holy Hill Road.

This provides the Village an opportunity to focus efforts south of Holy Hill Road on the desired mixed-use development which organically offers excellent pedestrian connectivity to adjacent residential neighborhoods and the Village center.

There are approximately a combined 145 acres of land between the Holy Hill Gateway and Freistadt Districts. Permitting GBP to develop 50 acres of land leaves an excellent opportunity to develop 95 acres suitable for a mixed-use development.

We look forward to continuing the approval process with the Village. Should you have any further questions, please do not hesitate to contact me.

Sincerely,

Caitlin LaJoie, Director of Land Development
Briohn Building Corporation
clajoie@briohn.com
262-307-8792

Exhibit A – Aerial and Street View



Figure 3: 1 mile radius from Subject Site



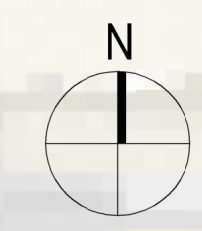


Exhibit B – Preliminary Site Plan and Renderings

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TOTAL PROPOSED PROPERTY AREA
2,303,738 SF / 52.887 ACRES

SITE PLAN
Scale: 1" = 100.0'



GATEWAY CROSSING

ROCKFIELD ROAD

HOLY HILL ROAD



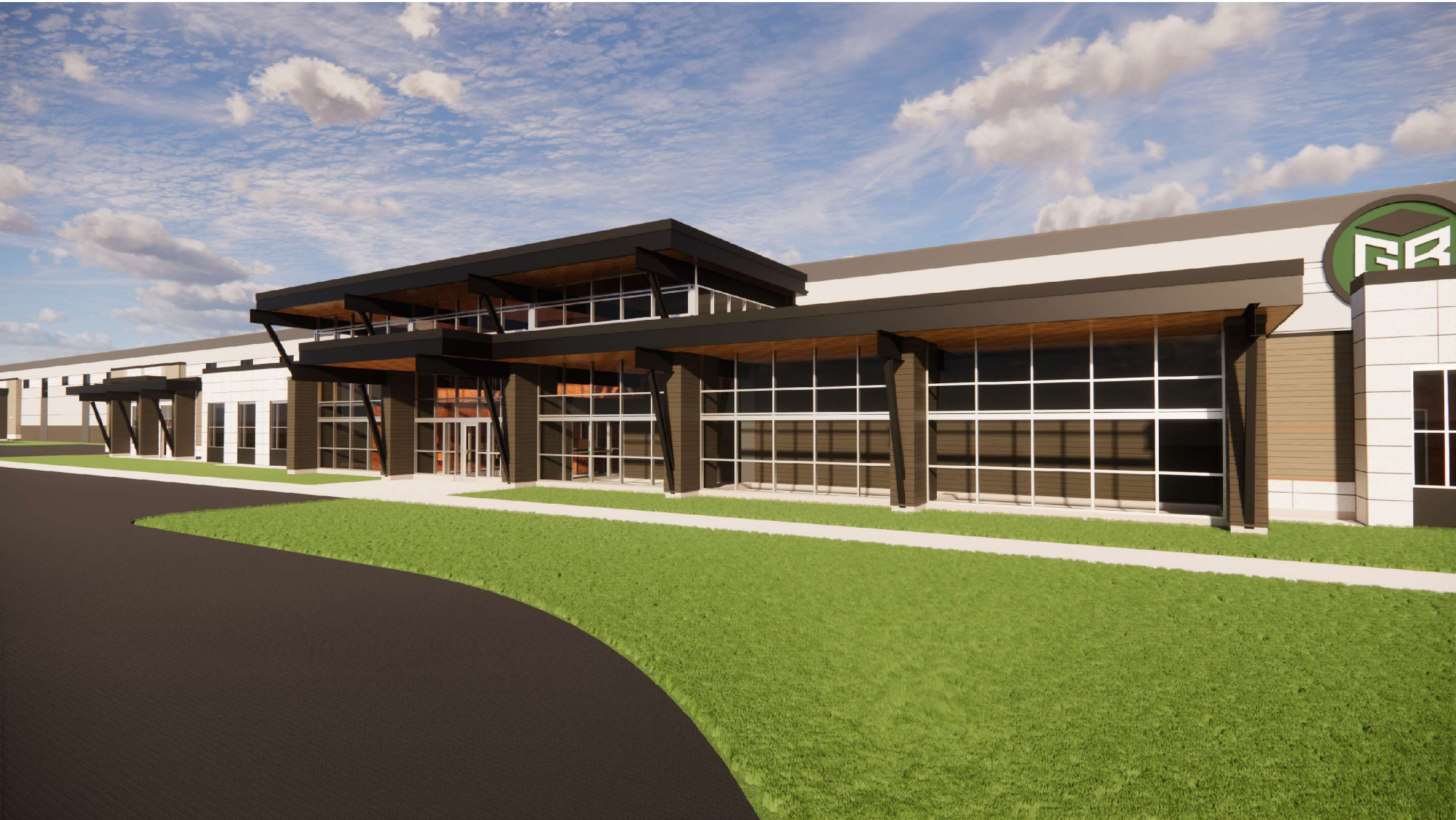












Exhibit C – Holy Hill Gateway & Freistadt Road Districts

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Holy Hill Gateway District/ Freistadt District

The land surrounding Holy Hill Road to the north and south has been in demand for new industrial development and growth in the Village. New businesses in this area include the Gateway Corporate Park, Capstone 41 Business Park, Dielectric Manufacturing, and Illing Packaging, which are located north of Holy Hill Road and west of Goldendale Road. It is anticipated that this demand will continue, and that more development and land conversion from agricultural to industrial land use will take place as a result. However, the exact areas that should be developed as part of the emerging industrial park is in question, as well as the design of those industrial buildings themselves.

As the Village plans future land use in this area, important considerations include the existing residential development to the southeast of the industrial development, the fact that much of the area already falls within the Village's sewer service area, and the desired character of the Holy Hill and Goldendale Road corridors, both for vehicles and for cyclist and pedestrians.

Through the comprehensive planning process, the Village has determined that the land in this area should be developed as a combination of Light Industrial, Commercial Warehousing, and High Density Multi-family Residential, primarily. Commercial development, potentially including multifamily housing if it is developed alongside community amenities and with a walkable format, is also a potential use along I-41. Medium Density Residential areas are envisioned as conservation subdivisions, which allow clustering of residential lots around areas of environmental areas. These districts are also deemed suitable for potential "next generation" housing opportunities provided that the Village qualifies under the Washington County's regional affordable housing ownership initiative. These subdivisions will allow a transition in development intensity between the industrial uses and the more rural and agricultural residential areas in this part of the Village.

Additionally, the area includes a vision for a regional trail network along existing environmental corridors and newly created regional stormwater corridors. This trail network will serve as an amenity to existing and future uses and serve as a physical connection for residents and businesses to the Village Center.



Community Voices

I understand the Holy Hill area is designated industrial...which is fine. I think it can be more thoughtful when looking at architectural styles, green space setbacks and parking in the rear of the buildings off the road. Include water features and walking paths in the front of the buildings in the green space. It would make a much more desirable area for all.

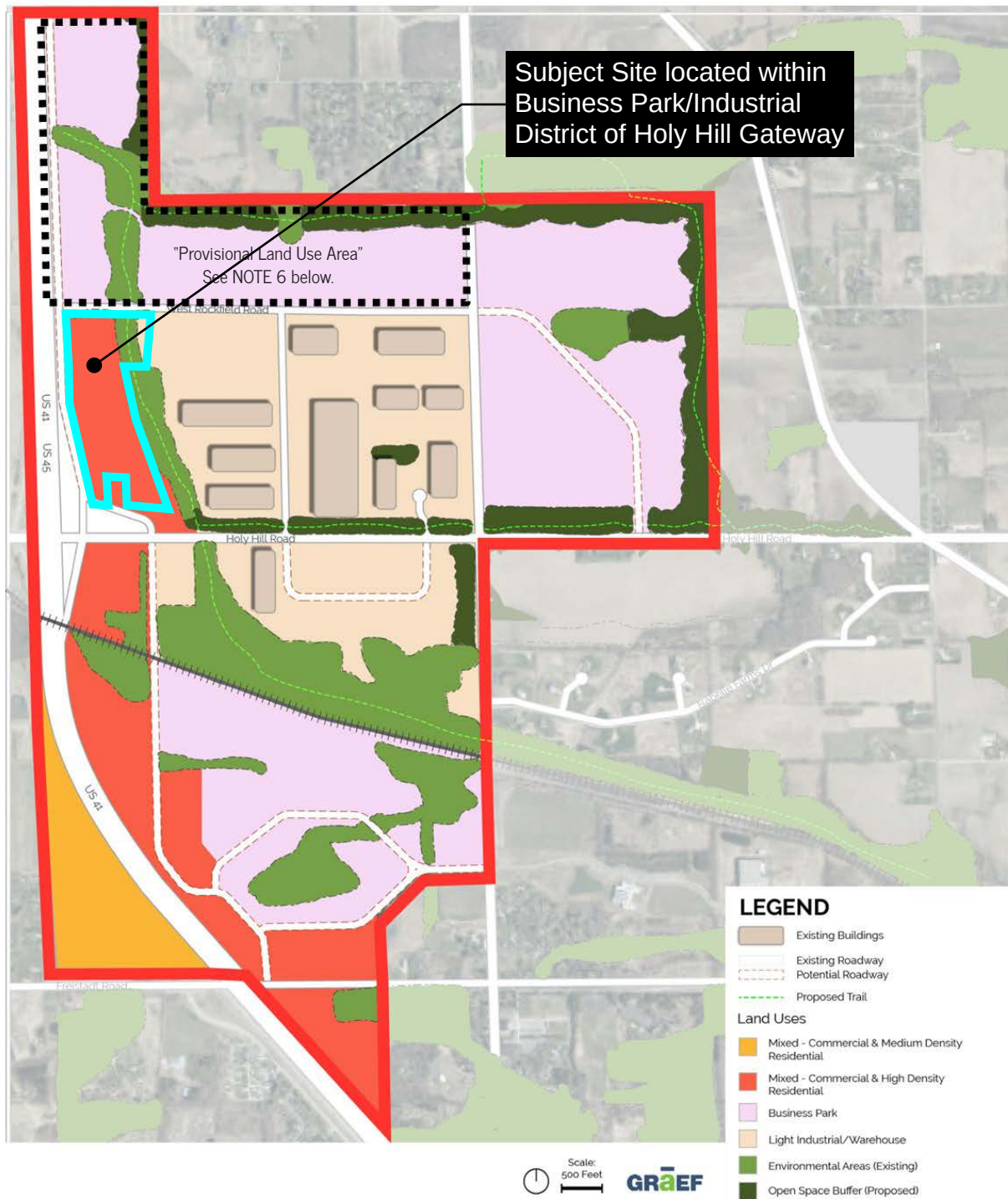


Next Steps

In order to realize the vision for this area of Germantown, the Village should undertake the following:

1. Develop a master plan for the Holy Hill/Freistadt Road area that includes the following elements:
 - Street and Block framework
 - Preferred Future Land Use
 - Regional stormwater concept plan
 - Trail and Open Space plan
 - Regulations and Design Guidelines
 - Funding & Incentives
2. Adopt the master plan as an amendment to the Comprehensive Plan.
3. Re-zone. Develop a new zoning district, or develop an overlay zoning district with design guidelines that will provide specific regulations and expectations for future development in this area, based on the master plan.
4. Engage with the development community to determine interest in the area and further refine proposed development patterns in response to specific needs of tenants.

Figure 6.6 – Holy Hill Gateway & Freistadt District - Future Land Use Vision



NOTE 6:

Land use within the "Provisional Land Use Area" shall be consistent with the former 2020 Land Use Plan "Agricultural/Conservation Residential" designation that allows agricultural use and single-family residential use with a maximum density and minimum lot size of 1 dwelling per 5 acres. See Holy Hill Gateway District Profile in Chapter 5 for details on Master Planning.

Holy Hill & Freistadt Inspiration



- ▲ The Village envisions unique industrial building design that stands apart from traditional, warehouse look and feel

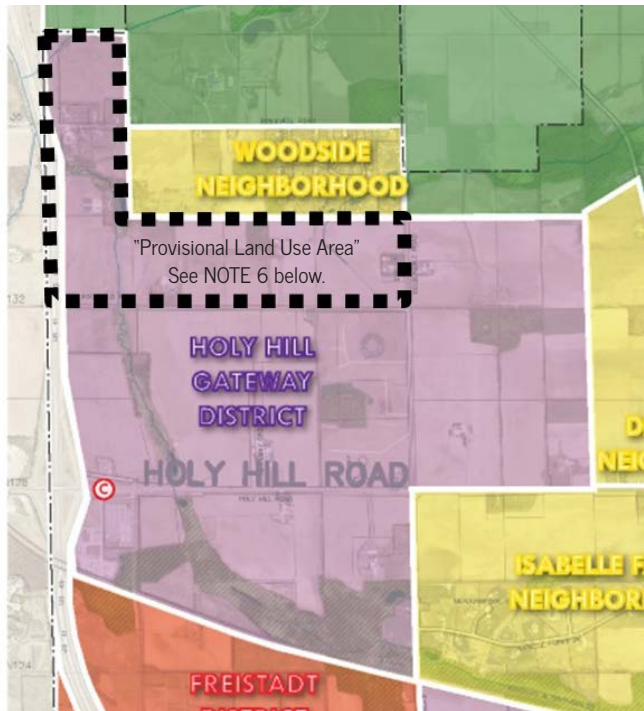


- ▲ The high visibility of lands adjacent to I-41 could accommodate mixed-use commercial destinations similar to Whitestone Station in Menomonee Falls.



- ▲ Stormwater and Open Space: Industrial areas should be required to set aside public easements for regional trails and stormwater features should be designed as a natural amenity along with the functional purpose.

Holy Hill Gateway DISTRICT



GENERAL CHARACTER

The Holy Hill Gateway District is predominantly undeveloped but intended to be an industrial and mixed-use commercial district comprised predominantly of light industrial uses, warehouse, corporate office uses, and service-commercial uses. A portion of the district lies within Tax Incremental District (TID) No. 8. Existing development includes personal storage and highway-oriented commercial uses at the Holy Hill road interchange, a trucking and warehouse operation at the Holy Hill @ Goldendale Road intersection, and light industrial and warehousing uses in the Gateway Corporate Park north of Holy Hill Road and west of Goldendale Road. The existing zoning of the currently undeveloped parcels in the district is predominantly A-1: Agricultural.

SPECIAL FEATURES

Transportation The Holy Hill Gateway District is located at the Holy Hill Road interchange with I-41. The district is generally bounded by I-41 to the west, the Woodside neighborhood to the north, the Dheinsville Neighborhood to the east, and the

WSOR railroad to the south.

Environmental, Natural & Agricultural Goldendale Creek, a tributary to the Menomonee River, and associated environmental corridor runs along the north side of the WSOR railroad in the southern part of the district. Rockfield Creek, a separate tributary to Little Cedar Creek, runs north-south through the district parallel to I-41.

Public Park, Education, Safety & Utility Village sewer and water currently serves a portion of the Holy Hill Gateway District. The system has capacity to serve the entire district upon further extension.

PREFERRED LAND USE

The Holy Hill Gateway District is intended to develop as an industrial, warehousing and mixed-use commercial district with light industrial, warehouse, hospitality, corporate office uses. Community-scale retail and service-related commercial uses are intended to locate at the Holy Hill Road interchange (except for “big box” retail) and neighborhood-type commercial uses at the Holy Hill Road/Frontage Road intersection. The potential for mixed-use commercial with high-density is desirable for land adjacent to and along the I-41 corridor. See the Economic Development Section of this Plan for more information on future land uses within the Holy Hill Gateway District.

Industrial and Warehousing Development in the Holy Hill Gateway District created potentially negative impacts on the surrounding rural areas. Residents and property owners demand that future industrial, warehousing, and commercial development not expand beyond Rockfield Road to the North and Goldendale Road to the East. In addition, residents have requested that regardless of where the ultimate district boundary is established, the Village needs to develop specific and substantial setback and buffering requirements for future development of the land within the district that is

PREFERRED FUTURE LAND USE

Holy Hill Gateway District

Preferred Future Land Uses												Enviro Corr.	SSA	Preferred Site Design			Maximum Density (residential uses)
Existing Uses (+ existing non-conforming zoning) See NOTE 5 for details	Residential: Single Family	Residential: Two to Four Family	Residential: Multi-family / Senior	Mixed-Use: Commercial / Residential	Mixed-Use: Commercial / Industrial	Commercial (includes "Activity Centers")	Institutional	Open Space & Recreational	Mineral Extraction	Industrial	Agricultural / Hobby Farming / Agribusiness	Contains an Environmental Corridor?	Sewered? (Y/N/Partial)	Traditional Neighborhood	Suburban Subdivision	Conservation Subdivision**	Dwelling Units / Acre See NOTE 4 for details
A	u	u	D	D	D	A	A	A	u	D	u	Yes	Yes	-	-	-	25 units/acre

adjacent to the Rural Preservation District, Woodside Neighborhood, Dheinsville Neighborhood, and Isabelle Neighborhood. The Village intends to develop and adopt specific setback, buffering, lighting, noise, and other development requirements in the Zoning Code to mitigate potential negative impacts associated with future development in this and other districts.

D =	Desirable – These uses should be encouraged because they are consistent with, support, and enhance the desired character of the area.
A =	Allowable – These uses are generally considered appropriate for the area, but may require additional consideration and/or specific modification or developed features to be compatible with other uses in the area.
u =	Undesirable – These uses should not be encouraged but may still be acceptable for the area under special circumstances.

Master Planning A detailed master plan will be developed for the Holy Hill Gateway District (see Implementation Plan: Economic Development Objective #1). Until the master plan is prepared and incorporated into the Future Land Use component of the 2050 Comprehensive Plan, the preferred land uses allowed in and future development of the area bounded by Rockfield Road, Goldendale Road, the Woodside Neighborhood, the Town of Germantown,

and I-41 shall be limited to only the land uses and development allowed under the "Agricultural/Conservation Residential" land use designation in the former 2020 Comprehensive Plan (see "Provisional Land Use Area" as shown on the Future Land Use Map). The "Agricultural/Conservation Residential" designation allows agricultural uses and single-family residential uses with a maximum density and minimum lot size of 1 dwelling per 5 acres.

NOTE 6:

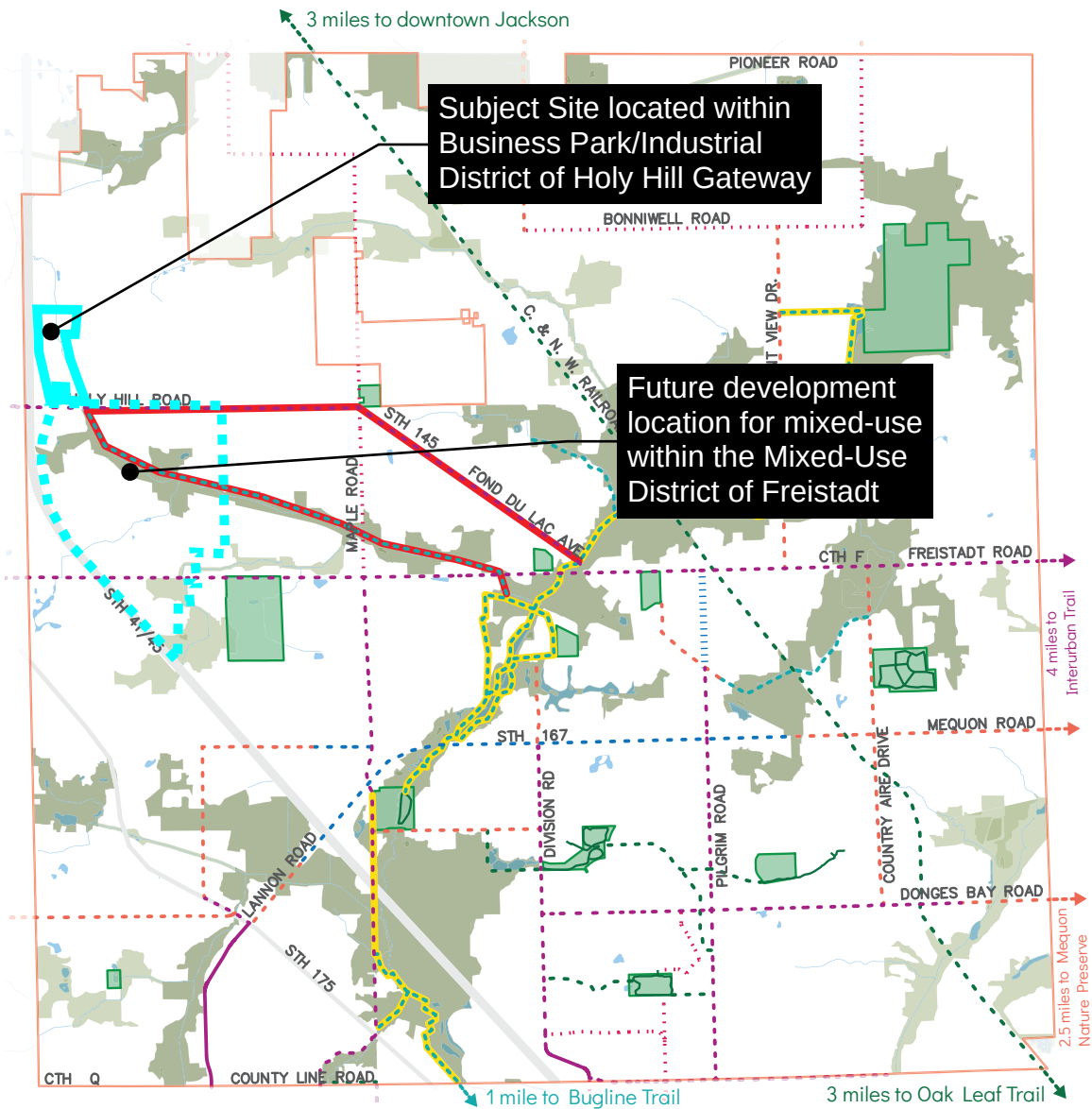
Land use within the "Provisional Land Use Area" shall be consistent with the former 2020 Land Use Plan "Agricultural/Conservation Residential" designation that allows agricultural use and single-family residential use with a maximum density and minimum lot size of 1 dwelling per 5 acres.

See all notes on page 42.

Exhibit D – Village-wide Bicycle & Pedestrian Connections Map

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Map 7.3 – Village-wide Bicycle & Pedestrian Connections Map



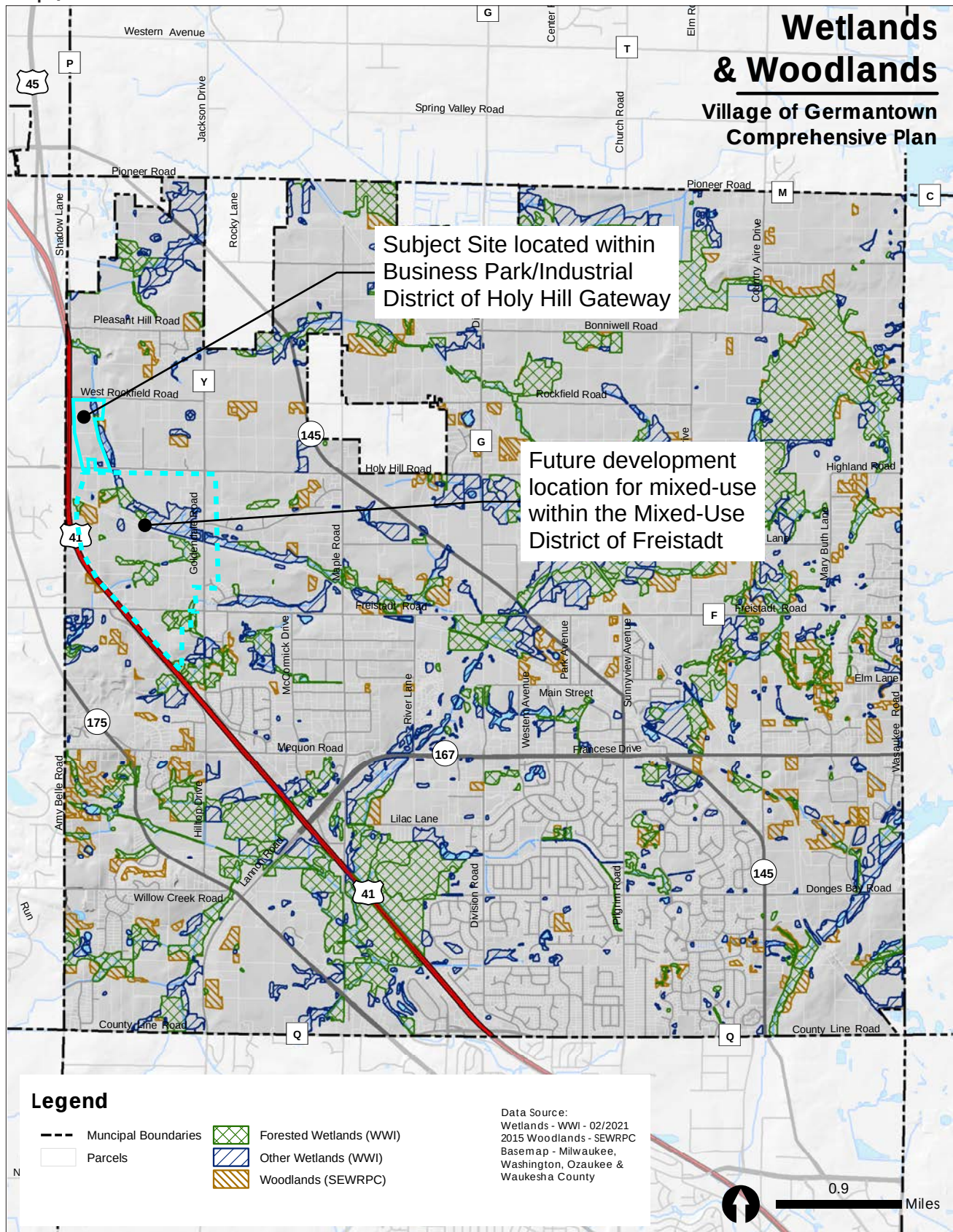
PROPOSED BIKEWAY + TRAIL NETWORK

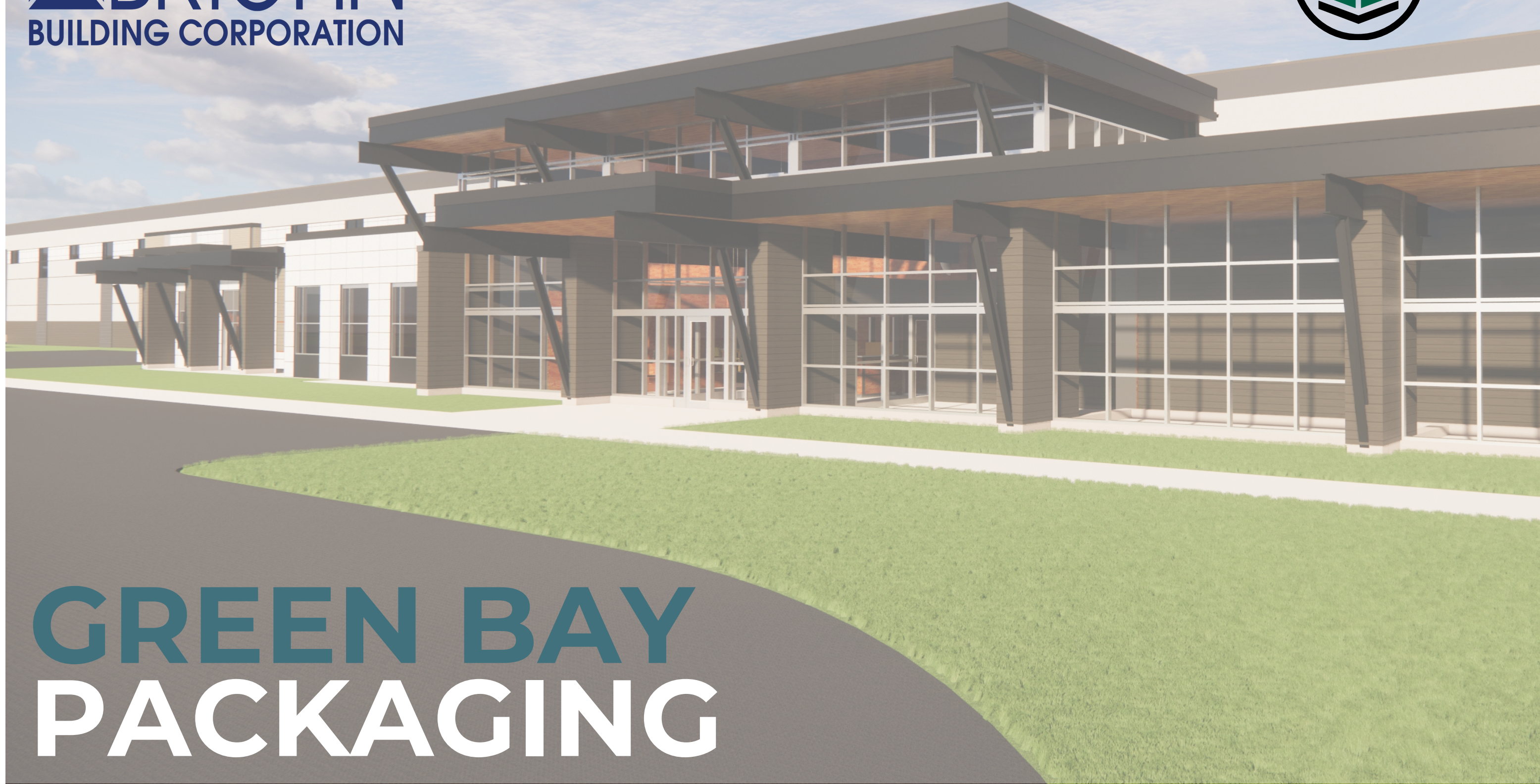
Municipal Boundary	Primary Environmental Corridor	Water
Park	Secondary Environmental Corridor	
Existing Shared Use Path	Potential Shared Use Path	Potential Bike Lane
Existing Sidepath	Potential Sidepath	Potential Minor Enhancements
Potential River Trail	Potential Paved Shoulder	Potential Traffic Calming
Proposed Menomonee River Trail	Proposed Goldendale Creek Loop Trail	

Exhibit E – Wetlands and Woodlands

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Map 7.6 – Wetlands & Woodlands





GREEN BAY PACKAGING

**REZONING + COMPREHENSIVE
PLAN AMENDMENT**



**Green Bay Packaging's
newly proposed facility at
the intersection of
Highway 41 / Holy Hill Road**

GREEN BAY PACKAGING



Who Are We?

- Family-owned business with 90 years of manufacturing history in Wisconsin
- Employs 4,700 people nationally across 38 locations with 1,600 active employees in Wisconsin
- Industry leader in recycling
- Proud to focus on sustainable products, reducing waste, and using renewable resources

Retention

- Proud Germantown business partner since 1970
- Currently employs over 80 people in Germantown, with growth expected in the new building
- Newsweek named Green Bay Packaging one of America's Greatest Workplaces for 2023

COMMUNITY IMPACT



Community Support

- Philanthropic values focused on serving young people, education, health, and cultural activities
- As a backbone of Wisconsin's economy, manufacturing sustains high-wage, family-supporting careers and provides the tools and technology that ensure Wisconsin is a leader in innovation
- Reconstructed original mill into a state-of-art-facility to ensure that current employees could remain working at the existing location

Recent Accomplishments

- Designed two new corrugated box "Super Plants" in Tulsa, OK and Forth Worth, TX
- Recipient of the Grand Award in the Mega Category at the 2022 Wisconsin Manufacturer of the Year Awards
- Recognized in Deloitte's 2023 Wisconsin 75 for sustainability
- Recognized by Forbes as one of America's Best Midsize Employers of 2023

PROJECT IMPACT



Holy Hill Gateway District

- Attractive new building to enhance the visual appeal, welcoming visitors and residents to the Village of Germantown
- Appropriately locates corporate and industrial uses north of Holy Hill Road and south of Rockfield Road
- Opportunity for future mixed use development south of Holy Hill Road

Enhanced Tax Base

- \$60 million project investment with \$35 million in real estate value
- Generates over \$500,000 in annual property taxes
- Additional tax dollars can be used for police force, firefighters and other community resources

COMMUNITY AWARENESS



Surrounding Neighborhood

- Unlike other developments, this development poses no detrimental impact on traffic
- Development will not have a negative impact on property values
- Development is consistent with surrounding properties and will cause no significant noise, light or other operational nuances

Community Impact

- Significant room to grow and diversify the tax base relieving pressure from the residential sector
 - \$3.5 Billion Current Tax Base
 - Residential 67.17%
 - Commercial 22.91%
 - Industrial 7.89%
- Provides more jobs in the Village
 - In 2019 25.6% of Germantown residents worked in Washington County, 74.4% worked outside the county



Current Facilities Inefficient Operations

LOCATION

Total Site Area

52.9 Acres

Building Footprint

233,450 SF

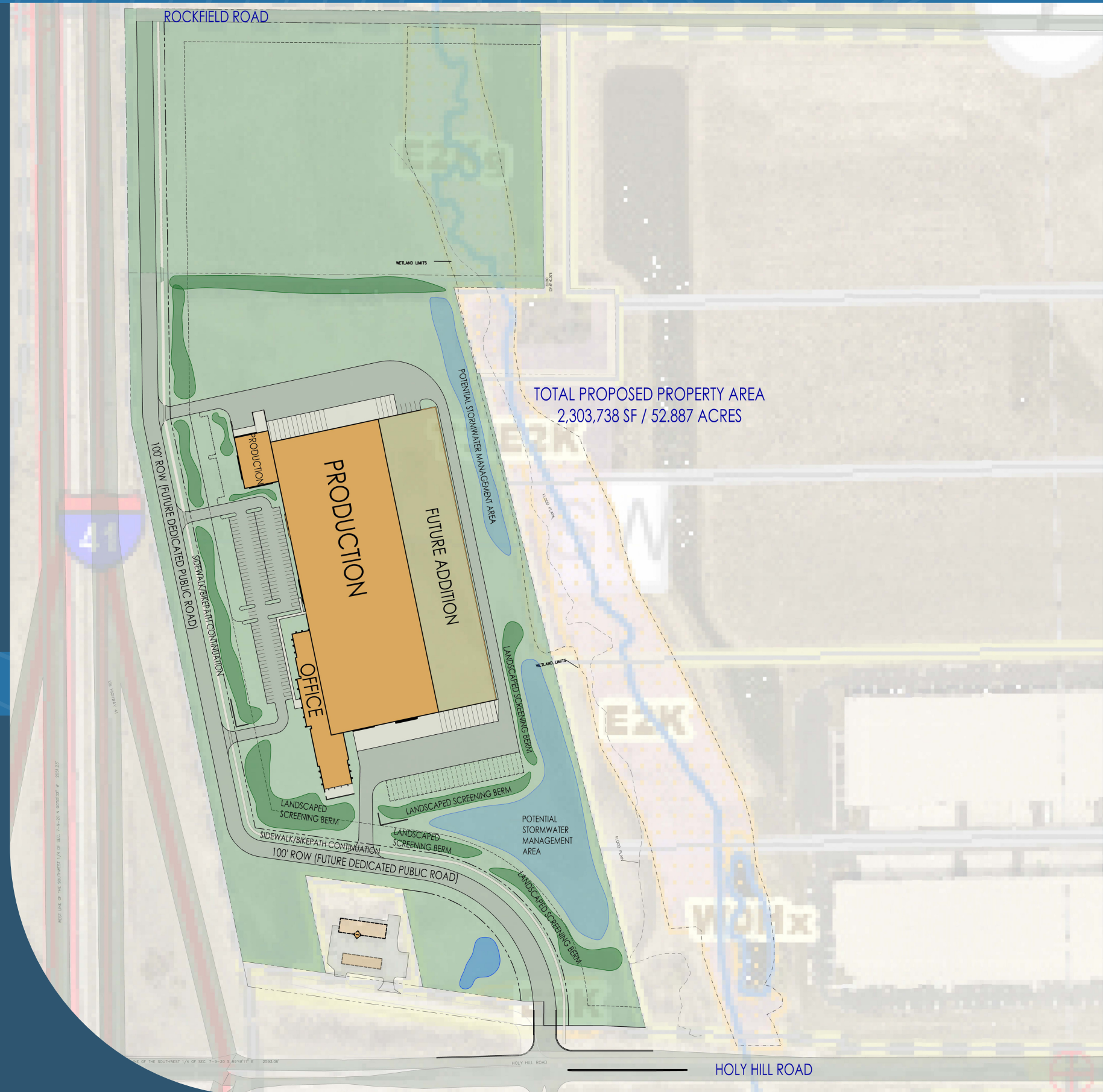


Northeast Quadrant of Holy Hill Road and Highway 41

SITE MAP

- Gateway to Germantown
- Raising the bar for new architectural standards
- New public road connecting Holy Hill Road to Rockfield Road
- Creates significant tax increment

- Building Footprint
 - 233,450 SF
- Office Area
 - 20,000 SF
- Potential Future Addition
 - 112,500 SF





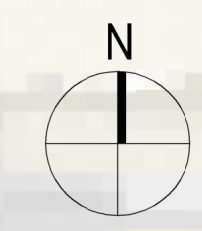
**Employee and customer
welcome center facing
west / visible from Highway 41**



**Aerial perspective looking
Northeast**

TOTAL PROPOSED PROPERTY AREA
2,303,738 SF / 52.887 ACRES

SITE PLAN
Scale: 1" = 100.0'



ROCKFIELD ROAD

HOLY HILL ROAD

GATEWAY CROSSING

100' ROW (FUTURE DEDICATED PUBLIC ROAD)

100' ROW (FUTURE DEDICATED PUBLIC ROAD)

PRODUCTION

FUTURE ADDITION

OFFICE

POTENTIAL STORMWATER MANAGEMENT AREA

POTENTIAL STORMWATER MANAGEMENT AREA

LANDSCAPED SCREENING BERM

LANDSCAPED SCREENING BERM

LANDSCAPED SCREENING BERM

LANDSCAPED SCREENING BERM

SIDEWALK/BIKEPATH CONTINUATION

WEST LINE OF THE SOUTHWEST 1/4 OF SEC. 7-9-20 N. 02°25'32" W. 2051.23'

SOUTH LINE OF THE SOUTHWEST 1/4 OF SEC. 7-9-20 S. 89°48'11" E. 2593.06'

HOLY HILL ROAD

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: November 20, 2023

PLACEMENT: Action Item

ITEM TITLE: Virtus Development LLC, Agent for District One LLC, Property Owner of W140 N10363 Fond du Lac Avenue and the Robert & Mary Elizabeth Hacker Trust, Property Owners of a .66-Acre Lot on Fond du Lac Avenue, Tax Key GTNV 351-984 - Certified Survey Map (CSM) application to combine parcels.

SUBMITTED BY: Jeff Retzlaff, Community Dev. Director

SUMMARY EXPLANATION:

The "Kuhburg District", a Planned Development Zoning District, was created in February, 2018 to stimulate the renovation of two parcels with dilapidated buildings located in the southwest corner of the intersection, including a vacant single-story schoolhouse and a 2-story tavern (a.k.a. Gamroth's Kuhburg Junction). To date, renovation of the schoolhouse into the Stone Creek "Kaffeehaus" is complete, along with the reconstruction of the parking lot west of the building. Remaining improvements include construction of a covered portico providing seasonal, outdoor seating for both the Kaffeehaus and the planned renovation of the existing tavern into a restaurant.

In August 2023, the Village approved a rezoning application to amend & expand the Kuhburg District to the south with the addition and proposed re-development of two abutting parcels to the south totaling approximately 1.1 acres for the following:

1. 33-stall parking lot (to serve the two commercial retail buildings)
2. 4-unit townhouse residential building
3. storm water management basin serving both the parking lot and townhouse development

As a condition of approving the Kuhburg District PDD expansion, the property owner is required to submit a certified survey map (CSM) to combine the parcel containing the two retail buildings with the parcel containing the proposed parking lot prior to issuance of any construction permits.

ATTACHMENT:

1. VB FINAL PDF Virtus CSM 11-20-23

RECOMMENDATION:

Plan Commission Recommendation

APPROVE the proposed Certified Survey Map (CSM) for the District One LLC property located in the Kuhburg District near the Donges Bay Road @ STH145/Fond du Lac Avenue intersection subject to the following conditions:

1. All technical issues and corrections identified by the Village Surveyor (see November 8, 2023 memo) shall be addressed and reflected in a revised CSM reviewed and approved by Village staff prior to recording.
2. District One LLC does not currently own all the parcels subject of the CSM. The CSM shall be revised to include all current property owners as required under Chapter 236 Wis. Stats.

ACTION BY Committee:

CERTIFIED SURVEY MAP (CSM) APPLICATION & REVISED LANDSCAPE PLAN

11/13/23 Plan Commission Meeting

Virtus Development LLC / District One LLC

Village Staff Report & Recommendation

Germantown, Wisconsin

Summary

Greg Nagel, President of Virtus Development and agent for District One LLC, property owner, and the Hacker Trust, property owner, is requesting approval of a Certified Survey Map (CSM) application to combine parcels within the "Kuhburg Planned Development District" and revised landscape plans for the 33-stall commercial parking lot and 4-unit multi-family townhouse located in the southwest corner of the Donges Bay Road @ Fond du Lac Ave/STH145 intersection.

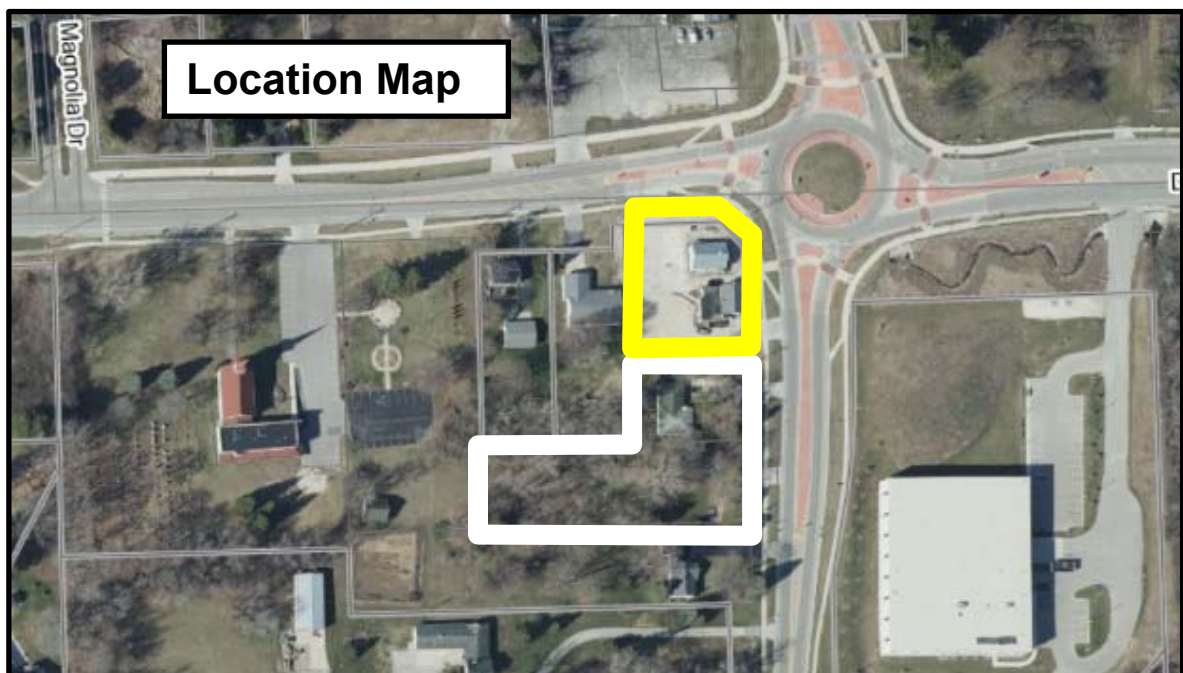
Property Location: W140 N10363 Fond du Lac Ave
W140 N10349 Fond du Lac Ave

Applicant/

Property Owner: Greg Nagel District One LLC Hacker Trust
Virtus Development 13100 Watertown W140 N10363 Fond du Lac
13890 Bishops Dr Elm Grove, WI Germantown, WI
Brookfield, WI

Current Zoning: B-3/Rm-2/PDD: Kuhburg Planned Development District

Adjacent Land Uses		Zoning
North	Business	B-3
South	Residential	Rs-6
East	Industrial	M-1
West	Residential	Rs-6



Background

The Kuhburg Planned Development District was created in February, 2018 to stimulate the renovation of two parcels with dilapidated buildings located in the southwest corner of the intersection, including a vacant, single-story schoolhouse and a 2-story tavern. To date, renovation of the schoolhouse into the Stone Creek “Kaffeehaus” is complete, along with the reconstruction of the parking lot west of the building. Remaining improvements include construction of a covered portico providing seasonal, outdoor seating for both the Kaffeehaus and the planned renovation of the existing Gamroth’s Kuhburg Junction tavern into a restaurant.

In August 2023, the Village approved a rezoning application to amend & expand the Kuhburg District to the south with the addition and re-development of two abutting parcels to the south totaling approximately 1.1 acres for the following:

1. 33-stall parking lot (to serve the two commercial retail buildings)
2. 4-unit multi-family residential townhouse-style building (reduced from the original 6-unit proposal)
3. storm water management basin serving the parking lot and townhouse development

As a condition of approving the Kuhburg District expansion, the property owner/developer was required to prepare and submit for Village approval a certified survey map (CSM) to combine the parcel containing the two retail buildings with the parcel containing the proposed parking lot prior to issuance of any construction permit(s) required for the parking lot (with any right-of-way dedication for Fond du Lac Avenue).

Further, as a condition of approving the site development & building plans for the commercial parking lot and 4-unit multi-family townhouse development, the owner/developer was required to prepare and submit a complete landscape plan for both the commercial parking lot and townhouse development for review and approval by the Village Forester and Plan Commission prior to final site grading or issuance of an occupancy permit for the townhouse building.

Proposal

At this time, the owner/developer is requesting approval of a Certified Survey Map (CSM) application to combine parcels within the “Kuhburg Planned Development District” and approval of a revised landscape plan for the commercial parking lot and 4-unit multi-family townhouse site.

Certified Survey Map (CSM)

As shown in the preliminary CSM, the CSM creates the following two parcels and proposed uses:

1. Lot 1 (.765 acres) Coffee house, restaurant & new parking lot
2. Lot 2 (.66 ac) 4-unit townhouse development

Landscape Plan

The landscape plan ("Planting Plan" on Sheet AS1.02) proposes a significant number of plantings throughout both the parking lot and townhouse sites, including street trees along Fond du Lac Avenue.

Staff Comments

Community Development Department: Planning & Zoning

There are no details, specifications, or renderings for the "decorative fence" that is required *"...along the entire length of the paved driveway and parking stall area"* abutting the south property line. The "Planting Plan" or landscape plan refers to a "proposed fence" where other site plan sheets including C1.02 indicate a "New 6' High Wood Fence". The requirement for a "decorative fence" is part of the PDD conditions & restrictions resolution and adopted as a condition in the August 14 Plan Commission approval of the site plan set. It was Staff's intent that a decorative privacy fence and a landscaping buffer along the entire south property line (vs. a basic dog-eared wood picket fence like the one installed along the commercial parking lot) would provide a more appealing visual screen for the residents. I do not consider a basic 6' high, dog-eared wood pickets mounted on steel poles to be the least bit decorative.

With respect to the same south property line fence, neither the Planting Plan nor the site plan sheets clearly show this new fence along the entire length of the driveway. The Planting Plan calls out a solid black line that appears to be one and the same as the property line. So, if that is the case and the fence is proposed along the entire length of the property line, then the requirement has been met. If not, the plan needs to be revised to clearly show a decorative privacy fence along at least the length of the driveway from the property line to the west end of the parking stalls as required.

Also, with respect to the same south property line, the Plan Commission approval and PDD conditions require a "landscape screen/buffer" in addition to the privacy fence. The Planting Plan shows three small 4' x 6' wide planting areas with daylilies in each on the north side of the privacy fence. As indicated above, Staff's intent is that the landscaping buffer be located on the south side and along the entire length of the fence to provide a visual buffer for the residential property owner to the south.

The Village's Highway Department Superintendent has expressed concern regarding future maintenance of the street trees proposed to be planted in the Fond du Lac Ave right-of-way. If these four (4) street trees cannot be added to the agreement the developer has with WisDOT to permit these trees in the ROW, the trees will need to be relocated onto the townhouse & parking lot properties.

Public Works/Engineering/Utilities

The Village Surveyor has identified a series of minor corrections in a November 8, 2023 memo (attached) that will need to be corrected prior to recording the CSM.

Village Forester

The Village Forester has reviewed the landscape plan and recommends approval.

VILLAGE STAFF RECOMMENDATION

APPROVE the proposed Certified Survey Map (CSM) for the District One LLC property located in the Kuhburg District near the Donges Bay Road @ STH145/Fond du Lac Avenue intersection subject to the following conditions:

1. All technical issues and corrections identified by the Village Surveyor (see November 8, 2023 memo from Burt Naumann, GRAEF) shall be addressed and reflected in a revised CSM reviewed and approved by Village staff prior to recording.
2. District One LLC does not currently own all the parcels subject of the CSM. The CSM shall be revised to include all current property owners as required under Chapter 236 Wis. Stats.

APPROVE the proposed landscape plan for the District One LLC property located in the Kuhburg District near the Donges Bay Road @ STH145/Fond du Lac Avenue intersection subject to the following conditions. Unless specially stated, the conditions of this approval of the landscape plan are in addition to and not intended to supersede those previously adopted by the Plan Commission in the August 14, 2023 approval of the overall site plan:

1. This approval is subject to all conditions and requirements set forth herein and adopted by the Plan Commission. Approval is granted for the following plans unless revised pursuant to revisions required under the specific conditions of approval included by the Plan Commission:
 - a. Planting Plan dated November 3, 2023
2. As required under Condition #3 of the August 14, 2023 Plan Commission Site Plan approval, a decorative privacy fence and landscape screen/buffer shall be installed along the entire length of the paved driveway and parking stall area abutting the south property line. The decorative privacy fence shall be a minimum of 6 feet height and not be a simple board-on-board wood picket fence. The landscaping shall also be installed along the south side of the fence.
3. The four (4) street trees proposed to be planted in the Fond du Lac Ave right-of-way shall be included in a right-of-way permit issued by WisDOT to allow installation in the right-of-way. If the street trees cannot be added to the existing or new agreement the developer has with WisDOT to permit these trees in the ROW, the trees shall be relocated onto the townhouse & parking lot properties.



The Avenue
275 West Wisconsin Avenue, Suite 300
Milwaukee, WI 53203
414 / 259 1500
414 / 259 0037 fax
www.graef-usa.com

collaborāte / formulāte / innovāte

November 8, 2023

Jeff Retzlaff, Village Planner
Village of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022

SUBJECT: District One LLC CSM Review

Certified Survey Map

Applicant or Owner: District One LLC
Land Surveyor/Firm: J. Scott Henkel / PSE

1. The bearing on the East line of the NE $\frac{1}{4}$ should be labeled North 01 26 11 West.
2. The bearing in the reference bearing note should be North 01 26 11 West.
3. All existing utility and drainage easements with recording information will be shown and dimensioned.
4. Current building setback lines mapped and dimensioned.
5. Professional Land Surveyor's seal and signature in contrasting color for all sheets.
6. A Mortgagee Certificate will need to be included, if applicable.
7. Label the recording information for the documents used to dedicate the right of way for Donges Bay Road and Fond Du Lac Avenue.
8. The last paragraph of the Surveyor's Certificate should reference "Chapter 18 of the Village of Germantown Subdivision Control Ordinance in surveying, dividing and mapping the same".
9. The Village of Germantown Board Approval should read as: This Certified Survey Map, being a division of $\frac{1}{4}$ $\frac{1}{4}$ Section ____, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin, having been approved by the Planning Commission being the same, is hereby approved and the dedication of that part of Fond Du Lac Avenue for public road purposes as shown on sheet 1 of 3 is hereby accepted by the Village Board of Trustees of the Village of Germantown on this ____ day of _____, 2023.

10. The Owner's Certificate should include "As Owners, we hereby dedicate that part of Fond Du Lac Avenue for public road purposes as represented on Sheet 1 of 3 of this Certified Survey Map".

11. In the Plan Commission Approval, Laura A. Johnson is Secretary.

No further review comments.

Document Approval and Recording

For this CSM to be approved by the Village Board and recorded at the Washington County Register of Deeds, the document must be provided to the Village Clerk's office in a completed format including all original signatures of the owner and lending institution, original seals of the professional land surveyor on the recordable media the Wednesday prior to the scheduled Village Board meeting.

Any documents or digital files not submitted by the due date or contain outstanding technical review comments that have not be addressed, will be moved to the next scheduled Village Board meeting agenda.

Document Submittals and Data Conversion

As of October 2005, the Village of Germantown requires a digital copy of all Certified Survey Maps, Condominium Plats and Subdivision Plats in addition to the documents as required by Wisconsin Statute and Village Ordinances as part of the land division approval.

Prior to Recording the Certified Survey Map or Subdivision Plat, The professional land surveyor is responsible for submitting a copy of the AutoCad drawing file (.dwg) of the document in version 2019 on compact disk (CD) or via email to the Village Surveyor for mapping purposes.

All digital professional land surveyor seals and signatures will be purged from the digital copy prior to submittal.

Note: In 2020, the Village will be upgrading its municipal code to recognize the NAD83 Datum, 2011 adjustment for horizontal control and NAVD88 for vertical control for mapping all land division documents and plan submittals for review.

There are new dossier sheets for all the Public Land Survey System monuments that contain the new coordinate positions and elevations available currently on the State Cartographer's website by using the Survey Control Finder application



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Prior to Recording the Certified Survey Map or Final Subdivision Plat, the Village Engineering Department will verify that the boundary markers have been installed as described on the submitted map. All boundary corners are to be clearly marked in the field by the professional land surveyor of record.

Sincerely,

A handwritten signature in blue ink that reads 'Burt J. Naumann'.

Burt J. Naumann, PLS
Senior Vice President



Fee must accompany application

- ☐ \$2,900 with public improvements
☐ \$1,960 no public improvements

Paid _____ Date _____

CERTIFIED SURVEY MAP APPLICATION

Pursuant to Section 18.06 of the Municipal Code

Please read and complete this application carefully. **All applications must be signed and dated.**

1

APPLICANT OR AGENT

District One LLC

13890 Bishops Drive, Suite 250

Brookfield, WI 53005

Phone (262) 641-0746

Fax ()

E-Mail

PROPERTY OWNER

District One LLC

13890 Bishops Drive, Suite 250

Brookfield, WI 53005

Phone (262) 641-0746

2

PROPERTY ADDRESS OR GENERAL LOCATION

SW corner of Fond du Lac Avenue and Donges Bay Road

TAX KEY NUMBER

GTNV 351975003, GTNV 351965,
and ~~GTNV~~ 351984

GTNV

3

PURPOSE OF LAND SPLIT

Joining parcels in the PDD

Will the land split require rezoning?

From

To

4

READ AND INITIAL THE FOLLOWING:

GN I understand that the Certified Survey Map is not valid until recorded at the Washington County Register of Deeds. The Village will record the document and charge the applicant all applicable recording fees.

GN I understand that the Map will not be placed on the Village Board agenda until all the technical corrections to the CSM are made, the payment of any outstanding impact fees are paid to the Village Clerk's Department, and the original signed and stamped copy of the Map is submitted on the proper paper.

GN I understand that parcels created outside the Sewer Service Area will require a soil test. I also understand that all properties abutting a State Highway will require DOT approval and I will be responsible for securing such approval prior to recording.

GN I understand all delinquent property taxes on any of the properties involved shall be paid prior to recording.

5

SIGNATURES -- ALL APPLICATIONS MUST BE SIGNED BY OWNER!

Applicant

Date

Owner

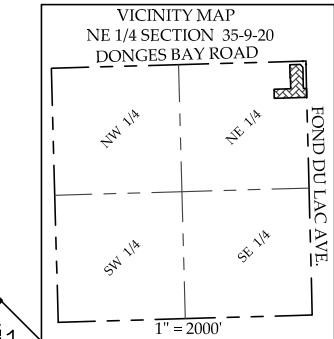
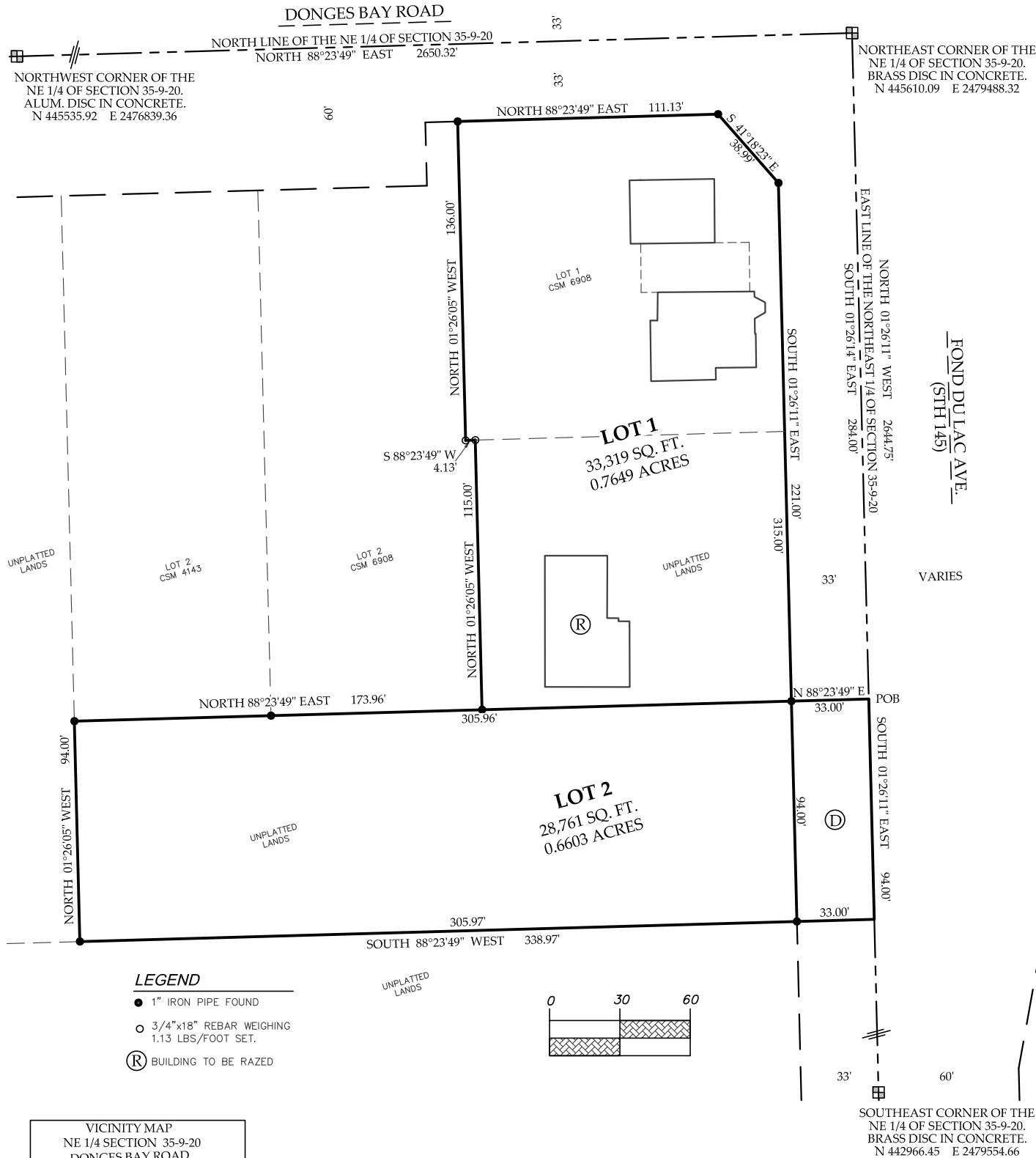
Date

CERTIFIED SURVEY MAP # _____

LOT 1 OF CERTIED SURVEY MAP 6908, RECORDED AS DOCUMENT NO. 1475963, AND UNPLATTED LANDS, ALL BEING PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 35, TOWNSHIP 9 NORTH, RANGE 20 EAST, IN THE VILLAGE OF GERMANTOWN, COUNTY OF WASHINGTON, STATE OF WISCONSIN.

DEDICATED TO THE PUBLIC FOR ROAD PURPOSES.
3,102 SQ. FT // 0.0712 ACRES

OWNER:
DISTRICT ONE LLC
13100 WATERTOWN PLANK ROAD
ELM GROVE, WI 53122



SURVEYED BY JOSEPH W. DAVID
MAPPED BY J. SCOTT HENKEL, PLS



BEARINGS ARE REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, (NAD83). THE EAST LINE OF NE 1/4 OF SECTION 35-9-20 BEARS NORTH 01°26'14" WEST.

PSE

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

FN: NA-01B-17

Date: 9/29/23

CERTIFIED SURVEY MAP # _____

LOT 1 OF CERTIED SURVEY MAP 6908, RECORDED AS DOCUMENT NO. 1475963, AND UNPLATTED LANDS, ALL BEING PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 35, TOWNSHIP 9 NORTH, RANGE 20 EAST, IN THE VILLAGE OF GERMANTOWN, COUNTY OF WASHINGTON, STATE OF WISCONSIN.

SURVEYOR’S CERTIFICATE

I, J. SCOTT HENKEL, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT I HAVE SURVEYED, DIVIDED, AND MAPPED THE FOLLOWING LAND AS DIRECTED BY THE OWNERS, DISTRICT ONE LLC:

LOT 1 OF CERTIFIED SURVEY MAP 6908, RECORDED AS DOCUMENT NO. 1475963, AND UNPLATTED LANDS BEING PART OF THE NORTHEAST 1/4 THE NORTHEAST 1/4 OF SECTION 35, TOWNSHIP 9 NORTH, RANGE 20 EAST, IN THE VILLAGE OF GERMANTOWN, COUNTY OF WASHINGTON. STATE OF WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE NORTHEAST 1/4 OF SAID SECTION 35;
THENCE SOUTH 01°26’11” EAST, 284.00 FEET, ALONG THE EAST LINE OF SAID NORTHEAST 1/4 TO THE POINT OF BEGINNING OF THIS DESCRIPTION;
THENCE CONTINUE SOUTH 01°26’11” EAST, 94.00 FEET, ALONG SAID EAST LINE;
THENCE SOUTH 88°23’49” WEST, 338.97 FEET, ALONG A LINE PARALLEL WITH THE NORTH LINE OF SAID NORTHEAST 1/4;
THENCE NORTH 01°26’05” WEST, 94.00 FEET;
THENCE NORTH 88°23’49” EAST, 173.96 FEET, TO THE SOUTHEAST CORNER OF LOT 2 OF SAID CERTIFIED SURVEY MAP 6908;
THENCE NORTH 01°26’05” WEST, 115.00 FEET, ALONG THE EAST LINE OF SAID LOT 2;
THENCE SOUTH 88°23’49” WEST, 4.13 FEET, ALONG THE EAST LINE OF SAID LOT 2;
THENCE NORTH 01°26’05” WEST, 136.00 FEET, ALONG THE EAST LINE OF SAID LOT 2 TO THE SOUTH LINE OF DONGES BAY ROAD;
THENCE NORTH 88°23’49” EAST, 111.13 FEET, ALONG SAID SOUTH LINE;
THENCE SOUTH 41°18’23” EAST, 38.99 FEET, ALONG THE WEST LINE OF FOND DU LAC AVENUE;
THENCE SOUTH 01°26’11” EAST, 221.00 FEET, ALONG THE WEST LINE OF FOND DU LAC AVENUE;
THENCE NORTH 88°23’49” EAST, 33.00 FEET, TO THE POINT OF BEGINNING.

CONTAINING 65,181 SQUARE FEET // 1.4964 ACRES, MORE OR LESS.

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

J. SCOTT HENKEL, PLS 2495

OWNER’S CERTIFICATE

AS OWNER, DISTRICT ONE LLC, I HEREBY CERTIFY THAT I CAUSED THE LAND DESCRIBED TO BE SURVEYED, DIVIDED, MAPPED, AND DEDICATED AS SHOWN HEREON. I ALSO CERTIFY THAT THIS MAP IS IN ACCORDANCE WITH WISCONSIN STATUTES 236.34 AND THE VILLAGE OF GERMANTOWN REQUIREMENTS FOR CERTIFIED SURVEY MAPS.

GREGORY NAGEL, AGENT

STATE OF WISCONSIN :SS

WASHINGTON COUNTY

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 202__.

_____, AND _____, TO ME KNOWN AS THE PERSON(S) WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED SAME.

NOTARY PUBLIC, STATE OF WISCONSIN MY COMMISSION EXPIRES: _____



122 Wisconsin Street, West Bend, WI 53095
262.346.7800 kparish@parishse.com
FN: NA-01B-17 Date: 9/29/23

CERTIFIED SURVEY MAP # _____

LOT 1 OF CERTIED SURVEY MAP 6908, RECORDED AS DOCUMENT NO. 1475963, AND UNPLATTED LANDS, ALL BEING PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 35, TOWNSHIP 9 NORTH, RANGE 20 EAST, IN THE VILLAGE OF GERMANTOWN, COUNTY OF WASHINGTON, STATE OF WISCONSIN.

VILLAGE OF GERMANTOWN PLAN COMMISSION APPROVAL

THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED BY THE PLAN COMMISSION OF THE VILLAGE OF GERMANTOWN ON
THIS _____ DAY OF _____, 202 ____.

DEAN WOLTER, PLAN COMMISSION CHAIRMAN

LORI JOHNSON, SECRETARY

VILLAGE OF GERMANTOWN VILLAGE BOARD APPROVAL

THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED BY THE VILLAGE BOARD OF THE VILLAGE OF GERMANTOWN ON
THIS _____ DAY OF _____, 202 ____.

DEAN WOLTER, VILLAGE PRESIDENT

DONNA COX, VILLAGE CLERK

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: November 20, 2023

PLACEMENT: Action Item

ITEM TITLE: The Architects Partnership (TAP), Agent for County Line LLC, Property Owner of the Fleet Farm property at N96 W18200 County Line Road. 2-lot Certified Survey Map (CSM) application.

SUBMITTED BY: Jeff Retzlaff, Community Dev. Director

SUMMARY EXPLANATION:

The Architects Partnership (TAP), agent for County Line LLC, property owner and both Fleet Farm and Chase Bank, is requesting approval of a Certified Survey Map (CSM) to create a .8-ac outlot from the Fleet Farm parking lot for re-development of a 3,245 sqft Chase retail banking center.

ATTACHMENT:

1. VB FINAL PDF Chase Bank CSM 11-20-23

RECOMMENDATION:

Plan Commission Recommendation

APPROVE the proposed Certified Survey Map (CSM) for the Fleet Farm property located at N96 W18200 County Line Road subject to the following conditions:

1. All technical issues and corrections identified by the Village Surveyor (see September 15, 2023 memo) shall be addressed and reflected in a revised CSM reviewed and approved by Village staff prior to recording.
2. The name of the Village Clerk shown on the Village approval certificate on Sheet 6 of 6 should be changed to the current Village Clerk "Donna S. Cox, Village Clerk".

ACTION BY Committee:

SITE PLAN & CERTIFIED SURVEY MAP (CSM) APPLICATIONS

11/13/23 Plan Commission Meeting

The Architects Partnership Ltd. / County Line LLC / Chase Bank / Fleet Farm
Village Staff Report & Recommendation **Germantown, Wisconsin**

Summary

The Architects Partnership (TAP), agent for County Line LLC, property owner, and both Fleet Farm and Chase Bank, is requesting approval of a Certified Survey Map (CSM) to create a .8-ac outlot from the Fleet Farm parking lot and Site Development and Building Plans for a 3,245 sqft retail banking center located at N96 W18200 County Line Road.

Location: N96 W18200 County Line Road

Applicant/

Property Owner: Terron Wright
TAP
200 S. Michigan Ave
Chicago, IL

County Line LLC
2401 S. Memorial Dr
Appleton, WI

Current Zoning: B-3: General Business

Adjacent Land Uses		Zoning
North	Institutional	I
South	Commercial (Menomonee Falls)	n/a
East	Commercial	B-1
West	Commercial	B-1



Proposal

The Architects Partnership (TAP), agent for County Line LLC, property owner, and both Fleet Farm and Chase Bank, is requesting approval of a Certified Survey Map (CSM) to create a .8-ac outlot from the Fleet Farm parking lot and Site Development and Building Plans for a 3,245 sqft retail banking center located at N96 W18200 County Line Road.

Site Improvements

- Create new .8 acre parcel from existing parking lot area on Fleet Farm property near Appleton @ County Line Road intersection
- Remove existing pavement and replace with curbing to guide traffic flow and create raised/protected landscape areas
- Enhance new bank site with landscaping & LED lighting
- Install additional sidewalk for pedestrian access and circulation to & within the bank site
- Provide on-site directional signage to control traffic flow to & through Fleet Farm property

Building Improvements

- Single-story building 3,245 sqft
- freestanding retail banking center with a drive through ATM lane & walk-up ATM
- Roof top HVAC units (RTU's) will be screened using parapet walls (see elevations)
- Exterior materials include:
 - o cultured stone (limestone color)
 - o masonry color "Midnight black" and "Platinum"
 - o aluminum composite panels in "clear anodized" color
 - o black anodized storefront window system w/ clear glazing

As indicated in the design narrative, *"the contemporary design is intended to complement the surrounding architecture... the proposed building is comprised of exterior cladding options with modern finishes and long-lasting materials to compliment development of the area... the proposed floor to ceiling glazing was incorporated to provide connectivity to the retail customers navigating the area and pedestrians traversing the adjacent public thoroughfares."*

Access & Parking

Access to the site will continue to be from three (3) existing driveways serving the Fleet Farm property: two access drives onto County Line Road and one onto Appleton Avenue. Patrons traveling to the bank site will have to navigate through the Fleet Farm parking lot.

The existing Fleet Farm parking lot provides 501 parking stalls (including ADA accessible stalls). To create the new .8-ac bank parcel, 81 Fleet Farm parking stalls will be removed and replaced with a total of 26 parking stalls located south and east of the bank building for exclusive use by the bank. While a 16% reduction in parking stalls is significant, the lost stalls are in an area of the Fleet Farm site that is furthest from the entrance that is typically used for holiday overflow parking, food trucks and seasonal farm produce carts in the summer and snow storage in the winter.

Utilities

Village water and sanitary sewer utilities will serve the bank site from extensions of utilities in the Appleton Avenue right-of-way. Gas and electric utilities will also be extended to the site from Appleton Avenue. Fiber optic will be relocated around the building.

Storm Water Management

The bank site will be connected to the existing storm sewer in the County Line Road right-of-way via on-site storm sewer and roof drains. The .8-ac (34,144 sqft) bank site is 95.5% impervious given existing pavement. Re-development of the bank site with landscaping and other green space will reduce the amount of impervious area by 9,329 sqft (a 27.3% reduction) to 23,283 sqft or 68.2% impervious. The proposed re-development will meet the 90% maximum impervious surface allowance in the B-3 General Business District.

Landscaping & Buffering

As shown on Sheet L1.0 (Landscape Plan), a significant number of plantings and lawn sod will be installed throughout the new bank site. A variety of shade trees, deciduous and evergreen shrubs, perennials, and ornamental grasses will be planted around the perimeter of the site and parking lot. Foundation plantings will also be planted along the north and south elevations of the building.

Lighting

Exterior lighting on the subject property will include:

- (4) freestanding light poles w/ (2) 122W 14,700 lumen LED 4000K color full cut-off fixtures mounted at a height of 25' in all four quadrants around the building in the parking lot
- (3) additional freestanding poles w/ (1) 122W 14,700 lumen LED 4000K color full cut-off fixtures mounted at a height of 25' on the east, west and south sides of the building;
- (6) 10W 2800 lumen LED 3000K color wall-mounted uplighting fixtures mounted at a height of 9' on the west building façade;
- (5) recessed down lighting fixtures 58W 6,000 lumen LED 4000K color wall-mounted cut-off fixtures at a height of 7' located on the north & south elevations;
- (5) recessed down lighting fixtures 58W 6,000 lumen LED 4000K color wall-mounted fixtures at a height of 7' located on the north & south elevations at the ATM machines

Signage

Although there are sign "place holders" shown on the building in the color renderings, no specific signage is proposed at this time.

Certified Survey Map (CSM)

A CSM is required to create the .8-acre outlot. The proposed CSM creates a total of two parcels:

1. Lot 1 (14.3 ac) Fleet Farm parcel
2. Lot 2 (.8 ac) Chase Bank parcel

Traffic Impact Study (TIS)

At the request of the Washington County Highway Department, having jurisdiction over County Line Road, a traffic impact study (TIS) was conducted for the proposed bank facility by Kimley-Horn and Associates, a traffic engineering firm retained by the Applicant to assess the potential impact of traffic generated by the new bank on the adjacent road system.

Based on an analysis of existing and future daily and peak-hour traffic conditions as detailed in their report dated July 17, 2023, site-generated traffic is not expected to impact or add to the existing delay or reduce the overall level of service operations at the intersections and along the adjacent road segments.

Nonetheless, the traffic engineering consultant recommends the following measures and improvements be implemented as part of the bank development:

- Install a “Do Not Block Driveway” sign east of the existing RIRO driveway for westbound right turning traffic along County Line Road
- Provide a single inbound lane and a single outbound lane at the two full-access internal driveways
- Install minor-leg stop control for outbound traffic at the internal site access driveways
- Consider onsite wayfinding to direct motorists to the dedicated drive-through ATM lanes

Staff Comments**Community Development Department: Planning & Zoning**

The proposed Chase bank building has a minimalistic, contemporary design that is a rather stark difference from the other, surrounding retail buildings that have been constructed at various time periods over the last 30 years. Moreover, there is no “Germanic Theme” requirement for new commercial buildings in this location of the Village. Staff’s only concern with the proposed architecture or materials for the building is that the west elevation (facing the Cornerstone Centre) is comprised of a single wall with no glazing, articulation, or other features, and is one color. A building in this prominent intersection location should have a more consistent “4-sided architecture appearance.

Using the recommended parking stall guidelines in Section 17.45 of the Village Code (1 stall per 250 sqft gross leasable area), the number of parking stalls for the 118,050 sqft Fleet Farm retail center is 472 stalls (vs. the existing 501 stalls). Although the loss of 81 parking stalls to the Chase bank development site is a decrease of 16% of the existing parking stall count for Fleet Farm, the Applicant has indicated (and Staff agrees) that the remaining number of parking stalls (420 stalls) will be sufficient for the Fleet Farm operation based on historical parking demand for this retail store.

The existing non-conforming Fleet Farm pylon sign along Appleton Avenue is (will be) located on the Chase bank parcel once created. The Applicant has indicated that Chase and Fleet Farm are considering a new, code compliant monument sign and electronic message center (EMC) that would replace the pylon sign along the Appleton or County Line Road frontage. A separate sign permit application will be required and processed separately.

There is an existing 6' wire-woven (cyclone) fence installed along the Fleet Farm parking lot around the Cornerstone Centre retail plaza just west of the new bank parcel. The fence was originally installed by Fleet Farm to prevent patrons and employees from the Cornerstone Centre from parking on the Fleet Farm lot. With the creation of the bank parcel and replacement of those parking stalls closest to the Centre by the new bank, the fence will no longer serve any functional purpose and should be removed (at least along the common property line shared by the bank parcel and Cornerstone Centre. Leaving the remaining fence behind the Cornerstone Centre will continue to serve its intended function, but Fleet Farm is strongly encouraged to replace this 6' cyclone fence with a more decorative and less aggressive looking alternative).

Community Development Department: Building Inspection

Inspection Services has indicated that the submission of state-approved plans will be required prior to issuing a building permit along with the required \$20,000 occupancy bond.

Public Works/Engineering/Utilities

The Village Public Works and consulting engineering staff for the Village have identified a few minor plan corrections (see attached September 21, 2023 memo) and requirements pertaining to erosion control, water and sanitary utilities that will need to be addressed/corrected prior to issuance of any building permits.

Also, the Village surveyor has identified a series of minor corrections in a September 15, 2023 memo (attached) that will need to be corrected prior to recording the CSM.

Finally, the Highway Department Superintendent has indicated that the Village owned traffic signal cabinet for the Appleton @ County Line intersection has historically been accessed by Village through the Fleet Farm parking lot where the bank parcel is now proposed due to limited space for Village vehicles on the corner of Appleton Avenue and County Line. The ability to gain access to the traffic signal cabinet from the bank parcel should be preserved. Also, snow storage for the bank parking lot and any new plantings or other landscaping features should not be located in front of the traffic signal cabinet door with access maintained throughout the winter.

Village Forester

The Village Forester has reviewed and approved the proposed landscape plan.

Washington County Highway Department

Ted Dumke, Deputy Surveyor/Project Manager, Washington County Highway Department, has reviewed the TIA and agrees with the analysis conclusions and recommended actions. Washington County will not require any further permitting for the proposed bank, but has requested that the Village include the following requirements in any approval:

- Any future changes in the use or configuration of the bank parcel will require further review and permitting by the Washington County Highway Department
- Since the Fleet Farm parcel has controlled access on County Line Road and secondary access on Appleton Avenue that are both further away from the

Appleton @ County Line Road intersection, Washington County has the ability to revoke or require further reconfiguration of the secondary right in/right out access driveway serving the bank parcel if vehicle crashes increase and/or the level of service (LOS) of the intersection is reduced below an acceptable level as a result of traffic generated by the proposed bank.

- All internal traffic circulation wayfinding and stop signs recommended in the TIA shall be installed by and the responsibility of the bank owner/lessee.

VILLAGE STAFF RECOMMENDATION

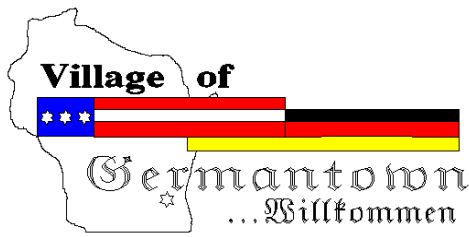
APPROVE the site development and building plans for the proposed 3,245 sqft Chase banking facility located at N96 W18200 County Line Road subject to the following conditions:

1. This approval is subject to all the conditions and requirements set forth herein and adopted by the Plan Commission. Approval is granted for the following plans unless said plan sheets are revised pursuant to revisions required under the specific conditions of approval included by the Plan Commission:
 - a. Architectural plan set dated June 8 (floor plan) and June 14, 2023 (color renderings)
 - b. Civil Engineering plan dated July 17, 2023
 - c. Landscaping plan dated November 9, 2023
 - d. Lighting Plans dated June 26, 2023
 - e. ALTA survey dated June 22, 2023
2. All landscaping, screening, grading, and paving improvements shown on the approved site plans shall be installed as proposed prior to issuance of an occupancy permit unless a cash bond or letter of credit in an amount equal to 120 percent of the estimated installation and material costs reviewed and approved by the Village is submitted to the Village as necessary to ensure that installation of the proposed features and improvements will be completed within one (1) year after issuance of the occupancy permit.
3. State agency (DSPS) approved plans and a \$20,000 occupancy bond are required by Inspection Services at the time of building permit application. The Village of Germantown is an authorized delegated agent of DSPS to provide all commercial plan review and inspection services through SAFEBuilt of WI and the Village of Germantown.
4. All technical issues and plan corrections identified by the Village Engineer and Public Works Department staff (see September 21, 2023 memo) shall be addressed and reflected in revised plans and/or supplemental information reviewed and approved by Village staff prior to issuance of a building permit.
5. Chase bank shall maintain the site in a manner that will not inhibit/prohibit access to the Village's traffic control electronics cabinet located at the Appleton @ County Line intersection. Snow storage for the bank parking lot and any new plantings or other landscaping features should not be located in front of the traffic signal cabinet door (east side access).
6. The existing 6' wire-woven (cyclone) fence installed between the Cornerstone

-
- Centre and the Chase bank parcels will no longer serve its original intended purpose and shall be removed prior to issuance of an occupancy for the Chase bank.
7. The following traffic circulation measures and level of service improvements recommended in the Kimley-Horn and Associates Traffic Impact Study report dated July 17, 2023 shall be installed as part of the bank site development prior to issuance of an occupancy permit for the bank:
 - a. Install a “Do Not Block Driveway” sign east of the existing right-in/right-out (RIRO) driveway for westbound right turning traffic along County Line Road
 - b. Install a single inbound lane and a single outbound lane at the two full-access internal driveways serving the bank site
 - c. Install minor-leg stop control for outbound traffic at the internal site access driveways serving the bank site
 - d. Install on-site wayfinding signage and/or traffic control pavement markings within the Fleet Farm parking lot to direct motorists to the Chase bank site and dedicated drive-through ATM lanes
 8. Washington County Highway Department has requested that the Village include the following requirements in any approval:
 - a. Any future changes in the use or configuration of the bank parcel will require further review and permitting by the Washington County Highway Department
 - b. Since the Fleet Farm parcel has controlled access on County Line Road and secondary access on Appleton Avenue that are both further away from the Appleton @ County Line Road intersection, Washington County has the ability to revoke or require further reconfiguration of the right in/right out access driveway on County Line Road serving the bank parcel if vehicle crashes increase and/or the level of service (LOS) of the intersection is reduced below an acceptable level as a result of traffic generated by the proposed bank.
 - c. All internal traffic circulation wayfinding and stop signs recommended in the TIA shall be installed by and the responsibility of the bank owner/lessee or Fleet Farm property owner/lessee.
 9. The west building elevation has a plain, monotonous appearance that should be improved/enhanced with additional architectural features, projections, articulation, changes in material or color, and/or additional foundation landscaping.

APPROVE the proposed Certified Survey Map (CSM) for the Fleet Farm property located at N96 W18200 County Line Road subject to the following conditions:

10. All technical issues and corrections identified by the Village Surveyor (see September 15, 2023 memo from Burt Naumann, GRAEF) shall be addressed and reflected in a revised CSM reviewed and approved by Village staff prior to recording.
11. The name of the Village Clerk shown in the Village approval certificate on Sheet 6 of 6 should be changed to the current Village Clerk “Donna S. Cox, Village Clerk”.



Engineering Department Memorandum

To : Jeffrey W. Retzlaff, AICP, Planning Director/Zoning Administrator
From : Brad Seubert, P.E. Harwood Engineering
Date : September 21, 2023
Re : Chase Bank

Items Reviewed:

1. Civil Plan Set Dated: 07-17-23

General Comments:

1. Please respond to each item below. **A written response addressing each item shall be included in your submittal.**
2. The submitted plans have been reviewed for general conformance with State and Village design guidelines. Additional comments could arise as a result of the plan completion and modifications. The items listed below will need to be fully resolved before the Engineering Dept. can recommend a formal approval of the plans and permit for construction.
3. As-builts prepared to Village standards shall be prepared and provided to the Village post-construction (for all applicable items).
4. A professional engineer's original seal is to be affixed, signed and dated on the final set of construction plans.
5. Utility permits and permits for work within the ROW are required. Contact the Village engineering department to obtain permits.
6. Provide an erosion control plan
7. Provide construction details. Pavement profile, curb details, storm structures, concrete sidewalk, ADA signs, curb ramps, etc.

Wastewater Utility Comments

1. A sampling manhole is required.
2. Locate and show the existing 6" forcemain that runs parallel to the gravity sewer.

Water Utility Comments

1. On sheet 4.0 under Utility notes: #1 change 3" and greater shall be C900, class 52
2. Follow Developers manual for utility installations
3. The shut off valve for the water lateral shall be a tapping valve MJ connection not a flange face, and shall be Mueller or Kenndey.
4. Tracer wire run to the building with the wire being terminated on the outside of structure.
5. GPS center line of water main and water shut off valve for Villages GIS.

6. Two day notice for the live tap and no tapping on a Monday or Friday.
7. Put my name on the plans as a point of contact office number 262-253-8254.
- 8 A final set of construction plans shall be provided to the utility to attach to the Village GIS.

C3.0 Site Plan

1. Provide a detail for the curb ramp at the ADA parking including truncated domes.



The Avenue
275 West Wisconsin Avenue, Suite 300
Milwaukee, WI 53203
414 / 259 1500
414 / 259 0037 fax
www.graef-usa.com

collaborāte / formulāte / innovāte

September 15, 2023

Jeff Retzlaff, Village Planner
Village of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022

SUBJECT: County Line LLC CSM Review

Certified Survey Map

Applicant or Owner: County Line LLC

Land Surveyor/Firm: Daniel Bednar, PLS / Chaput Land Surveys

1. Remove shading of the 100 year flood plain notes on sheet 1.
2. Current building setback lines mapped and dimensioned.
3. Note documents used for the previous dedication of CTH Q and STH 175 right of way.
4. The dimension for L5 in the line table on sheet 2 should be 77.70'.
5. In the Surveyor's Certificate the second, third and fourth courses should conclude with "to a point" to be consistent.
6. In the second line of the Surveyor's Certificate the distance of 56.04 should include "feet".

No further review comments.

Document Approval and Recording

For this CSM to be approved by the Village Board and recorded at the Washington County Register of Deeds, the document must be provided to the Village Clerk's office in a completed format including all original signatures of the owner and lending institution, original seals of the professional land surveyor on the recordable media the Wednesday prior to the scheduled Village Board meeting.

Any documents or digital files not submitted by the due date or contain outstanding technical review comments that have not be addressed, will be moved to the next scheduled Village Board meeting agenda.

Document Submittals and Data Conversion

As of October 2005, the Village of Germantown requires a digital copy of all Certified Survey Maps, Condominium Plats and Subdivision Plats in addition to the documents as required by Wisconsin Statute and Village Ordinances as part of the land division approval.

Prior to Recording the Certified Survey Map or Subdivision Plat, The professional land surveyor is responsible for submitting a copy of the AutoCad drawing file (.dwg) of the document in version 2019 on compact disk (CD) or via email to the Village Surveyor for mapping purposes.

All digital professional land surveyor seals and signatures will be purged from the digital copy prior to submittal.

Note: In 2020, the Village will be upgrading its municipal code to recognize the NAD83 Datum, 2011 adjustment for horizontal control and NAVD88 for vertical control for mapping all land division documents and plan submittals for review.

There are new dossier sheets for all the Public Land Survey System monuments that contain the new coordinate positions and elevations available currently on the State Cartographer's website by using the Survey Control Finder application

Prior to Recording the Certified Survey Map or Final Subdivision Plat, the Village Engineering Department will verify that the boundary markers have been installed as described on the submitted map. All boundary corners are to be clearly marked in the field by the professional land surveyor of record.

Sincerely,



Burt J. Naumann, PLS
Senior Vice President



Fee must accompany application
L \$2,900 with public improvements
□ \$1,960 no public improvements

Paid _____ Date _____

CERTIFIED SURVEY MAP APPLICATION

Pursuant to Section 18.06 of the Municipal Code

Please read and complete this application carefully. All applications must be signed and dated.

1 APPLICANT OR AGENT

Terron Wright
200 S. Michigan Ave.,
Suite 1020
Chicago, IL 60604
Phone (561) 628-9845
Fax ()
E-Mail wright@tapchicago.com

PROPERTY OWNER

County Line, LLC
2401 S. Memorial Dr.,
Appleton, WI 54914
Phone ()
alldamian@yahoo.com

2

PROPERTY ADDRESS OR GENERAL LOCATION

TAX KEY NUMBER

NE corner of County Line Rd. and Appleton Ave.

GTNV_333998

3

PURPOSE OF LAND SPLIT

Tenant(JPMC) is entering a ground lease
with property owner (County Line LLC)

Will the land split require rezoning?
Site will remain B-3

From

To

4

READ AND INITIAL THE FOLLOWING:

tw I understand that the Certified Survey Map is not valid until recorded at the Washington County Register of Deeds. The Village will record the document and charge the applicant all applicable recording fees.

tw I understand that the Map will not be placed on the Village Board agenda until all the technical corrections to the CSM are made, the payment of any outstanding impact fees are paid to the Village Clerk's Department, and the original signed and stamped copy of the Map is submitted on the proper paper.

tw I understand that parcels created outside the Sewer Service Area will require a soil test. I also understand that all properties abutting a State Highway will require DOT approval and I will be responsible for securing such approval prior to recording.

_____ I understand all delinquent property taxes on any of the properties involved shall be paid prior to recording.

5

SIGNATURES -- ALL APPLICATIONS MUST BE SIGNED BY OWNER!

Jeanette Wright
Applicant Date 08/10/2023

[Signature]
Owner Date 8/11/2023

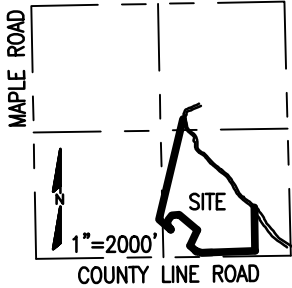
CERTIFIED SURVEY

MAP NO. _____

Lot 1 of Certified Survey Map No. 3675 and lands in the Southeast 1/4, Southwest 1/4 and Northeast 1/4 of the Southwest 1/4 of Section 33, Town 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin.

Owner: County Line LLC
2401 S Memorial Dr
Appleton, WI 54914

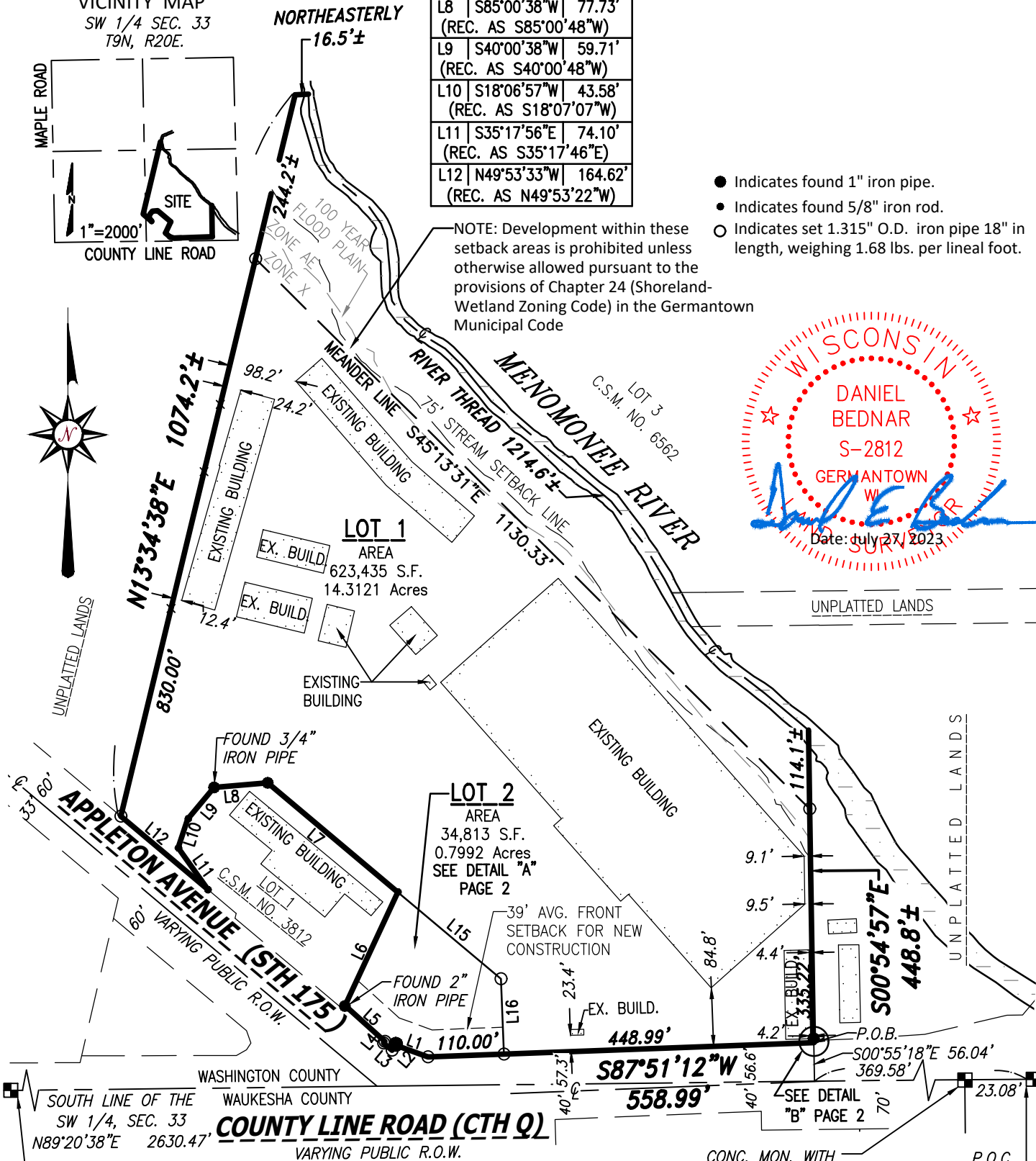
VICINITY MAP
SW 1/4 SEC. 33
T9N, R20E.



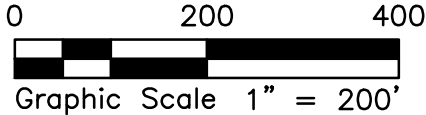
LINE	BEARING	DIST.
L7	N49°59'22"W	246.22' (REC. AS S49°59'12"W)
L8	S85°00'38"W	77.73' (REC. AS S85°00'48"W)
L9	S40°00'38"W	59.71' (REC. AS S40°00'48"W)
L10	S18°06'57"W	43.58' (REC. AS S18°07'07"W)
L11	S35°17'56"E	74.10' (REC. AS S35°17'46"E)
L12	N49°53'33"W	164.62' (REC. AS N49°53'22"W)

- Indicates found 1" iron pipe.
- Indicates found 5/8" iron rod.
- Indicates set 1.315" O.D. iron pipe 18" in length, weighing 1.68 lbs. per lineal foot.

NOTE: Development within these setback areas is prohibited unless otherwise allowed pursuant to the provisions of Chapter 24 (Shoreland-Wetland Zoning Code) in the Germantown Municipal Code



Bearings are referenced to the Wisconsin State Plane Coordinate System (South Zone) NAD83, in which the South line of the Southwest 1/4 of Section 33, Town 9 North, Range 20 East, bears N89°20'38"E.



CHAPUT
LAND SURVEYS

234 W. Florida Street
Milwaukee, WI 53204
414-224-8068
www.chaputlandsurveys.com

This instrument was drafted by Daniel E Bednar
Professional Land Surveyor S-2812

Drawing No. 4490-lpm
SHEET 1 OF 6 SHEETS

CERTIFIED SURVEY MAP NO. _____

Lot 1 of Certified Survey Map No. 3675 and lands in the Southeast 1/4, Southwest 1/4 and Northeast 1/4 of the Southwest 1/4 of Section 33, Town 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin.

PROPERTY LINE DETAIL

DETAIL "A"
1" = 40'

LINE TABLE

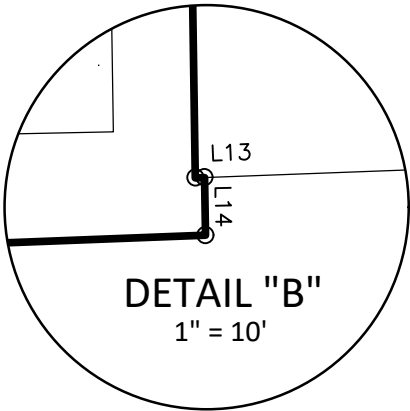
LINE	BEARING	DIST.
L1	N70°04'29"W	48.91'
L2	S40°07'25"W	9.04'
L3	N49°53'32"W	16.18'
L4	N39°49'30"E	3.09'
L5	N47°58'58"W	77.71'
L6	N25°00'38"E (REC. AS S40°00'48"W)	180.83'
L15	S02°08'48"E	194.97'
L16	S49°58'52"E	109.02'

LOT 2



LINE TABLE

LINE	BEARING	DIST.
L13	N87°51'23"E	0.47'
L14	S00°55'18"E	3.01'



○ Indicates set 1.315" O.D. iron pipe 18" in length, weighing 1.68 lbs. per lineal foot.

CHAPUT
LAND SURVEYS

234 W. Florida Street
Milwaukee, WI 53204

414-224-8068
www.chaputlandsurveys.com

This instrument was drafted by Daniel E Bednar
Professional Land Surveyor S-2812



July 27, 2023
Drawing No. 4490-lpm
SHEET 2 OF 6 SHEETS

CERTIFIED SURVEY MAP NO. _____

Lot 1 of Certified Survey Map No. 3675 and lands in the Southeast 1/4, Southwest 1/4 and Northeast 1/4 of the Southwest 1/4 of Section 33, Town 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin.

EASEMENT DETAILS FOR REFERENCE ONLY

1. UNDERGROUND UTILITY EASEMENT PER DOC. NO. 443105

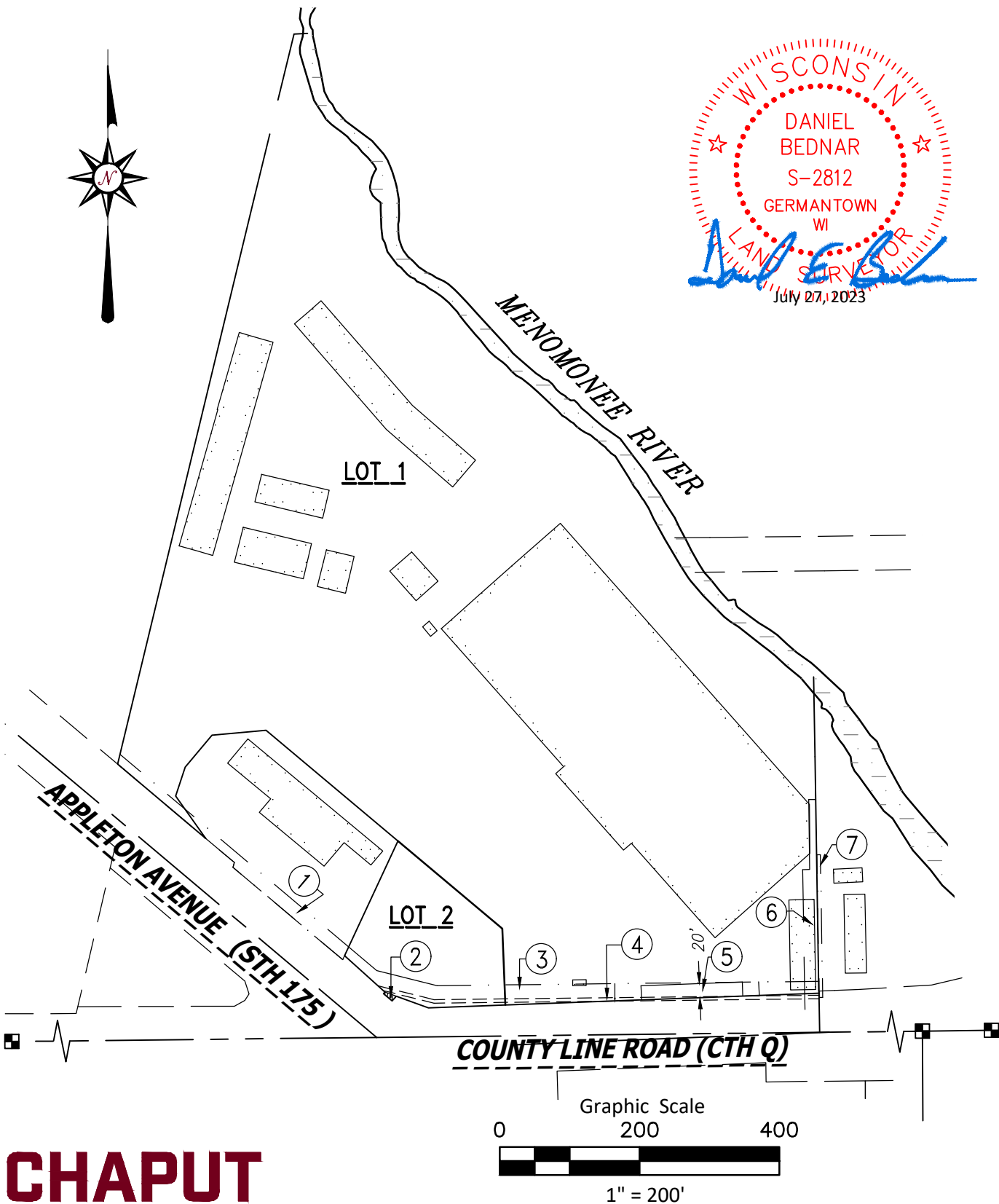
2. COVENANTS, CONDITIONS, AND RESTRICTIONS PER DOC. NO. 600140

3. UNDERGROUND UTILITY EASEMENT PER DOC. NO. 443105

4. RIGHT-OF-WAY GRANT FOR CABLES AND CONDUIT PER DOC. NO. 523562
5. 20' PERMANENT LIMITED HIGHWAY EASEMENT PER DOC. NO. 55875210.

6. UTILITY EASEMENT PER DOC. NO. 441019

7. RETAINING WALL EASEMENT PER DOC. NO. 551773



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Drawing No. 4490-lpm
SHEET 3 OF 6 SHEETS

CERTIFIED SURVEY MAP NO. _____

Lot 1 of Certified Survey Map No. 3675 and lands in the Southeast 1/4, Southwest 1/4 and Northeast 1/4 of the Southwest 1/4 of Section 33, Town 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin.

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN}
:SS
WASHINGTON COUNTY}

I, DANIEL E BEDNAR, Professional Land Surveyor, do hereby certify:

THAT I have surveyed, divided and mapped Lot 1 of Certified Survey Map No. 3675 and lands in the Southeast 1/4, Southwest 1/4 and Northeast 1/4 of the Southwest 1/4 of Section 33, Town 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin, which is bounded and described as follows:

COMMENCING at the Southeast corner of said Southwest 1/4 Section; thence South 87°51'12" West along the South line of said 1/4 Section 369.58 feet to a point; thence North 00°55'18" West 56.04 to a point on the North line of County Line Road (CTH Q) and the point of beginning of the lands hereinafter described; thence South 87°51'12" West along said North line 558.99 feet; thence North 70°04'29" West along said North line 48.91 feet; thence South 40°07'25" West 9.04 feet to a point; thence North 49°53'32" West 16.18 feet to a point; thence North 39°49'30" East 3.09 feet to a point on the North line of Appleton Avenue (STH 175); thence North 47°59'06" West along said North line 77.70 feet to the Southeast corner of Lot 1 of Certified Survey Map No. 3812; thence North 25°00'38" East along the East line of said Lot 1 a distance of 180.83 feet to a point on the North line of said Lot; thence North 49°59'22" West along said North line 246.22 feet to a point; thence South 85°00'38" West along said North line 77.73 feet to a point on the West line of said Lot; thence South 40°00'38" West 59.71 feet to a point; thence South 18°06'57" West along said West line 43.58 feet to a point; thence South 35°17'56" East along said West line 74.10 feet to the North line of Appleton Avenue (STH 175); thence North 49°53'33" West along said North line 164.62 feet to a point on the West line of Lot 1, Certified Survey Map No 3675; thence North 13°34'38" East along said West line and its extension 830.00 feet to a point at the meander corner; thence continue North 13°34'38" East 244.2± feet to a point; thence Northeasterly 16.5± feet to the thread of the Menomonee River; thence Southeasterly along the thread of the Menomonee River 1214.6± feet to a point; thence South 00°54'57" East 114.1± feet to a point at the meander corner; thence continuing South 00°54'57" East 335.22 feet to a point; thence North 87°51'23" East 0.47 feet to a point; thence South 00°55'18" East 3.01 feet to the North line of County Line Road (CTH Q) and the point of beginning.

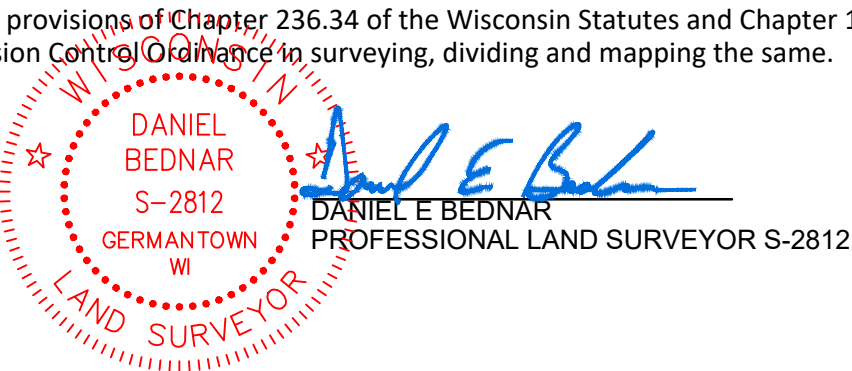
Said lands as described contains a Gross Land Area of 729,043± square feet or 16.7365± acres. Net Land Area (minus lands within meander line) of said lands is 623,435 square feet or 14.3121 acres.

THAT I have made the survey, land division and map by the direction of COUNTY LINE LLC.

THAT the map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

THAT I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and Chapter 18 of the Village of Germantown Subdivision Control Ordinance in surveying, dividing and mapping the same.

July 27, 2023
DATE



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This instrument was drafted by Daniel E Bednar
Professional Land Surveyor S-2812

Drawing No. 4490-lpm
SHEET 4 OF 6 SHEETS

CERTIFIED SURVEY MAP NO. _____

Lot 1 of Certified Survey Map No. 3675 and lands in the Southeast 1/4, Southwest 1/4 and Northeast 1/4 of the Southwest 1/4 of Section 33, Town 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin.

OWNER'S CERTIFICATE

COUNTY LINE LLC, a Wisconsin limited liability company, does hereby certify that they have caused the lands described on this map to be surveyed, divided and mapped as represented on this map in accordance with the requirements of Chapter 236.34 of the Wisconsin State Statutes in surveying, dividing and mapping the same.

In Witness Whereof, the said COUNTY LINE LLC, has caused these presents to be signed by _____ its _____, at _____, _____ County, Wisconsin, and its corporate seal to be herunto affixed on this _____ day of _____, 2023.

In the presence of: COUNTY LINE LLC

STATE OF WISCONSIN}
:SS
WASHINGTON COUNTY}

Personally came before me this _____ day of _____, 2023, J _____, _____, of the above named company, to be known as the person who executed the foregoing instrument and acknowledged that they executed the foregoing instrument as such officer as the deed of said company, by its authority.

Print Name _____
Notary Public - State of Wisconsin
My commission expires. _____

CONSENT OF CORPORATE MORTGAGEE

JPMorgan Chase Bank, N.A., mortgagee of the above described land, does hereby consent to the surveying, dividing and mapping the land described on this map and does hereby consent to the above certificate of COUNTY LINE LLC, OWNER.

By _____ Its
Name: _____
Title: _____
STATE OF WISCONSIN}
:SS
_____ COUNTY}

Personally came before me this _____ day of _____, 2023, _____ of JPMorgan Chase Bank, to me known as the person who executed the foregoing instrument and acknowledged that they executed the foregoing instrument as such officer as the deed of said corporation, by its authority.

CHAPUT

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Milwaukee, WI 53204

414-224-8068
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WISCONSIN

DANIEL
BEDNAR

S-2812

GERMANTOWN
WI

PROFESSIONAL LAND SURVEYOR

Signature

Date: July 27, 2023

Notary Public
State of Wisconsin
My commission expires. _____
My commission is permanent.

This instrument was drafted by Daniel E Bednar Professional Land Surveyor S-2812 Drawing No. 4490-lpm SHEET 5 OF 6 SHEETS

Page 189 of 216

CERTIFIED SURVEY MAP NO. _____

Lot 1 of Certified Survey Map No. 3675 and lands in the Southeast 1/4, Southwest 1/4 and Northeast 1/4 of the Southwest 1/4 of Section 33, Town 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin.

VILLAGE OF GERMANTOWN PLANNING COMMISSION APPROVAL

This Certified Survey Map is hereby approved by the Planning Commission of the Village of Germantown on this _____ day of _____, 2023.

Dean Wolter, Chairman

Date

Lori Johnson, Secretary

Date

VILLAGE OF GERMANTOWN BOARD APPROVAL

This Certified Survey Map, being a division of Lot 1 of Certified Survey Map No. 3675 and lands in the Southeast 1/4, Southwest 1/4 and Northeast 1/4 of the Southwest 1/4 of Section 33, Town 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin, having been approved by the Planning Commission being the same, is hereby approved and accepted by the Village Board of Trustees of the Village of Germantown on this __ day of _____, 2023.

Dean Wolter, Village President

Date

Erin Hirn, Interim Village Clerk

Date

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This instrument was drafted by Daniel E Bednar
Professional Land Surveyor S-2812



Drawing No. 4490-lpm
SHEET 6 OF 6 SHEETS

PRELIMINARY CERTIFIED
SURVEY MAP

CLIENT
The Architect Partnership, Ltd.
SITE ADDRESS
N96W18200 County Line Rd., Village of Germantown, Washington County, Wisconsin.
BASIS OF BEARINGS
Bearings are referenced to the Wisconsin State Plane Coordinate System (South Zone) NAD83, in which the South line of the SW 1/4 bears N89°20'38"E.

LEGAL DESCRIPTION
PARCEL 1:
Commencing at a point on the Section line (County Line) on the South side of the Southwest 1/4 of said Section 33, 5.25 chains West of the South 1/4 post of said Section (said point being the Southwest corner of 5 1/2 acres of land sold to George Gessert and Philip Gessert by Henry Rudolph in the year 1855); thence West along the Section line, 12.95 chains to the Southeast corner of lands heretofore owned by Fred Rudolph; thence North 14° East, 22.45 chains; thence North and East 25 links to the center of the Menomonee River; thence South and East along the center of said River to a point on the West line of lands formerly owned by George Gessert and Philip Gessert (being the same premises above referred to); thence South along the West line of said Gessert tract, 7.07 chains to the place of beginning.

ALSO, that part of the Southwest 1/4 of Section 33, Township 9 North, Range 20 East, in the Village of Germantown, County of Washington, State of Wisconsin, described as follows: from a point in the South line of the Section which is 979.80 feet South 89° 20' 48" West of the Southeast corner of the Southwest 1/4, proceed North 49° 53' 22" West, 16.77 feet along the original centerline of S.T.H. 175; thence North 40° 06' 38" East, 54 feet to the point of beginning of this description; thence North 48° 53' 22" West, 16.18 feet; thence North 40° 06' 38" East, 3.09 feet; thence South 70° 03' 43" East, 17.24 feet; thence South 40° 06' 38" West, 9.03 feet to the point of beginning.

EXCEPTING THEREFROM the following described parcels of land, to-wit: That portion thereof heretofore conveyed to Stephen Schlesack as described by deed recorded in the Washington County Registry in Volume 97 of Deeds on Page 80, as Document No. 135515;
ALSO EXCEPTING that portion described in the deed recorded in the Washington County Register of Deeds Office on September 7, 1976, in Volume 620, Page 316, as Document No. 377759.
FURTHER EXCEPTING that portion described in the Award of Damages recorded in the Washington County Register of Deeds Office on April 27, 1990 in Volume 1068, Page 632 as Document No. 558752.
FURTHER EXCEPTING Certified Survey Map No. 3675, recorded in the Washington County Register of Deeds Office on March 1, 1991, in Volume 23 of Certified Survey Maps on Page 44, as Document No. 573431.
FURTHER EXCEPTING Certified Survey Map No. 3812, recorded in the Washington County Register of Deeds Office on January 29, 1992 in Volume 24 or Certified Survey Maps on Page 102, as Document No. 593176.
FURTHER EXCEPTING that portion described in the Deed recorded in the Washington County Register of Deeds Office on December 17, 2009 as Document No. 1239472.

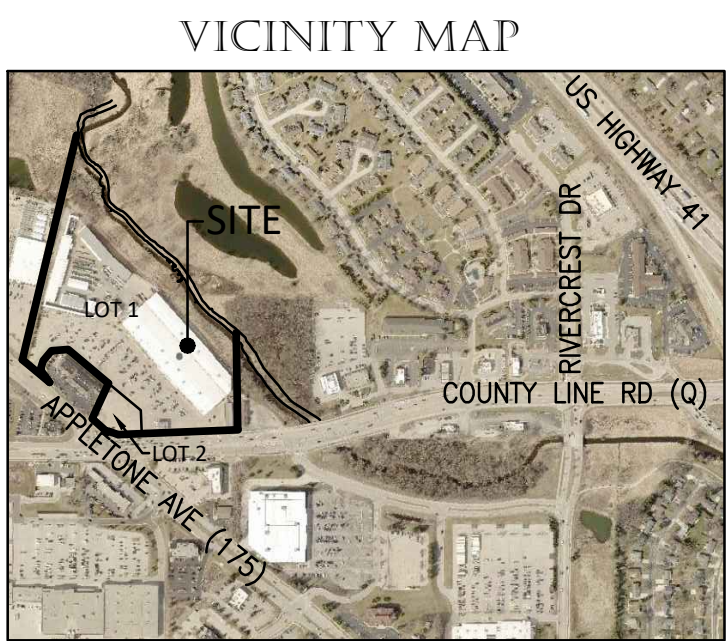
ALSO that part of the Southeast 1/4 of the Southwest 1/4 of Section 33, Township 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin, described as follows:
Commencing at the South 1/4 corner of said Section 33; thence South 89° 20' 48" West, along the South line of said Section 979.50 feet to a point where the South line of Section 33 intersects with the centerline of S.T.H. 175 (this point also having been described in previously recorded deeds as being 1003 feet more or less West of the South 1/4 corner); thence North 49° 59' 12" West, along the centerline of S.T.H. 175, a distance of 287.29 feet to a point; thence North 13° 34' 48" East a distance of 474.06 feet to a point (this being along the Easterly segment as described in Warranty Deed recorded November 5, 1963, in Volume 382 of Records, Page 125, as Document No. 270775 and in Warranty Deed recorded October 14, 1970, in Volume 488 of records, Page 488, as Document No. 317800; thence continuing North 76° 25' 12" West a distance of 120.00 feet to a point on the Easterly line of the lands as described in Warranty Deed recorded October 14, 1970, in Volume 488 of Records, Page 488, as Document No. 317800, this being the point of beginning of this description; thence continuing North 76° 25' 12" West a distance of 75.40 feet to a point on the Westerly line of the lands described in Warranty Deed referred to immediately above; thence North 13° 34' 48" East (this being along the Westerly line of the lands described in the Warranty Deed last referred to above) a distance of 203.88 feet to a point which is the Northwest corner of the lands described in the Warranty Deed last referred to above; thence South 49° 59' 12" East, along the Northerly line of the lands described in the Warranty Deed last referred to above, a distance of 84.20 feet to a point, this point being the Northeast corner of the lands described in said deed; thence South 13° 34' 48" West along the Easterly line of the lands described in the Warranty Deed last referred to above, a distance of 166.40 feet to the point of beginning.

ALSO, that part of the Southeast 1/4 of the Southwest 1/4 of Section 33, Township 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin, described as follows:
Commencing at the South 1/4 corner of said Section 33; thence South 89° 20' 48" West, along the South line of Section 33, 979.50 feet to a point where the South line of Section 33 intersects with the centerline of S.T.H. 175 (this point also having been described in previous recorded deeds as being 1003 feet more or less West of the South 1/4 corner); thence North 49° 59' 12" West, along the centerline of S.T.H. 175, a distance of 287.29 feet to a point; thence North 13° 34' 48" East, a distance of 474.06 feet to the point of beginning of this description (this being along the Easterly segment as described in Warranty Deed recorded November 5, 1963, in Volume 382 of Records, Page 125, as Document No. 270775 and in Warranty Deed recorded October 14, 1970, in Volume 488 of Records, Page 488, as Document No. 317800; thence continuing North 76° 25' 12" West a distance of 120.00 feet to a point on the Easterly line of the lands as described in Warranty Deed recorded October 14, 1970, in Volume 488 of Records, Page 488, as Document No. 317800, this being the point of beginning of this description; thence continuing North 76° 25' 12" West a distance of 75.40 feet to a point on the Westerly line of the lands described in Warranty Deed referred to immediately above; thence North 13° 34' 48" East (this being along the Westerly line of the lands described in the Warranty Deed last referred to above) a distance of 203.88 feet to a point which is the Northwest corner of the lands described in the Warranty Deed last referred to above; thence South 49° 59' 12" East, along the Northerly line of the lands described in the Warranty Deed last referred to above, a distance of 84.20 feet to a point, this point being the Northeast corner of the lands described in said deed; thence South 13° 34' 48" West along the Easterly line of the lands described in the Warranty Deed last referred to above, a distance of 166.40 feet to the point of beginning.

Tax Key No. GTNV 333 998
Address: N96 W18200 County Line Road

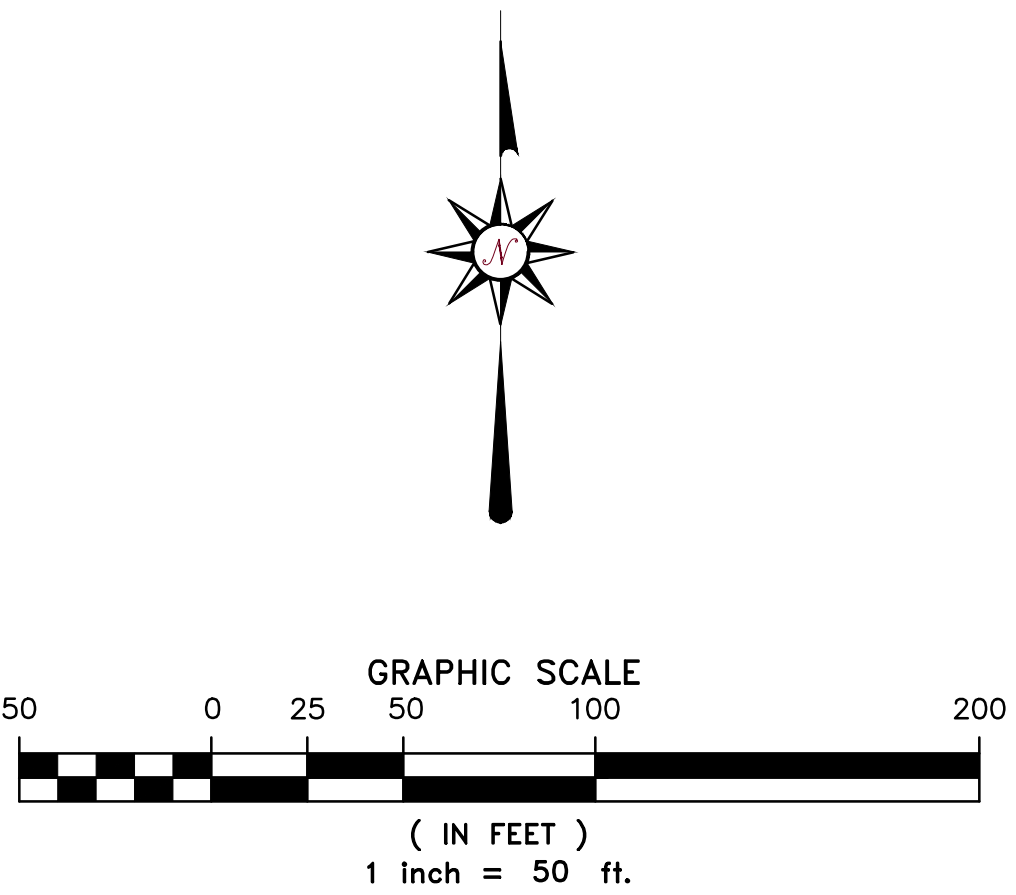
Parcel 2:
Lot 1 of Certified Survey Map No. 3675 recorded in the Washington County Register of Deeds Office on March 1, 1991 in Volume 23 of Certified Survey Maps on Page 44, as Document No. 573431 and being a part of the Southeast 1/4 and the Southwest 1/4 of the Southwest 1/4 of Section 33, Township 9 North, Range 20 East, in the Village of Germantown, County of Washington, State of Wisconsin.

Tax Key No. GTNV 333 995
Address: W183 N9622 Appleton Avenue



LEGEND

- INDICATES FOUND 1" IRON PIPE
- INDICATES SET 1" IRON PIPE
- ✦ INDICATES FOUND CHISELED CROSS
- SANITARY MANHOLE
- ✦ SANITARY CLEANOUT OR VENT
- SEPTIC TANK ACCESS COVER
- M.S. MANHOLE
- UNKNOWN MANHOLE
- STORM MANHOLE
- INLET (ROUND)
- INLET (SQUARE)
- STORM SEWER END SECTION
- ✦ GAS VALVE
- GAS METER
- WATER VALVE
- HYDRANT
- WATER MANHOLE
- WATER SERVICE CURB STOP
- WELL HEAD
- STAND PIPE
- WALL INDICATOR VALVE
- ✦ POST INDICATOR VALVE
- ✦ LIGHT POLE
- ✦ SPOT YARD LIGHT
- GUY POLE
- GUY WIRE
- ELECTRIC MANHOLE
- ELECTRIC PEDESTAL
- ELECTRIC METER
- TELEPHONE MANHOLE
- TELEPHONE PEDESTAL
- CABLE PEDESTAL
- CONTROL BOX
- FIBER OPTIC PEDESTAL/SIGN
- TRAFFIC LIGHT
- COMMUNICATION MANHOLE
- BOLLARD
- SOIL BORING/MONITORING WELL
- WATER SURFACE
- ▲ WETLANDS FLAG
- ▲ MARSH
- ▲ FLAGPOLE
- ▲ PARKING METER
- ▲ SIGN
- ▲ MAILBOX
- ▲ RAILROAD CROSSING SIGNAL
- ▲ HANDICAP SPACE
- ▲ CONIFEROUS TREE
- DECIDUOUS TREE
- SANITARY SEWER
- STORM SEWER
- WATERLINE
- MARKED GAS MAIN
- MARKED ELECTRIC
- OVERHEAD WIRES
- MARKED TELEPHONE
- MARKED CABLE TV LINE
- MARKED FIBER OPTIC
- BURIED ELECTRIC SERVICE
- BOARD FENCE
- CHAIN LINK FENCE
- WIRE FENCE



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Date	Revision description

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Drawing No. 4490-lpm



Jeffrey Retzlaff
Director
Community Development
Village of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022

August 11, 2023

Re: Project narrative for the property NE corner of County Line Rd. and Appleton Ave.

Dear Mr. Retzlaff

This letter is to detail our application for Site Plan Approval, and Certified Survey Map to build a new single-story +/- 3,245 SF freestanding retail banking center with an attached ATM Drive through lane. The proposed Chase Bank building, drive through lane and associated parking lot will be located at the northeast corner of County Line Road and Appleton Avenue. New parking and landscaping will be implemented to improve the aesthetics of the area.

The design intent of the proposed Chase Bank is to complement the surrounding architecture of the area. The proposed Banking Center is comprised of cultured stone (limestone color), masonry color "Midnight black" and "Platinum", aluminum composite panels in "clear anodized" color, along with a black anodized storefront system, and clear glazing. All the exterior cladding options are modern finishes and are long lasting cladding materials that will mesh well with the development growth of the area. Additionally, the proposed floor to ceiling glazing was incorporated to provide connectivity to the retail customers navigating the area and pedestrians traversing the adjacent public thoroughfares.

Lighting Design and Locations:

To provide the best and most efficient lighting design and locations, a photometric study has been developed and included in this submittal. A fully new layout of site lighting will be proposed along with complementary architectural lighting within the building which will enrich the architectural design of the site at night and will also add to the security for the users during night hours.

Sustainability Components:

The project will contain the following components which would contribute to sustainability practices the City is encouraging:

- Installation of additional trees/landscaping within development area
- LED lighting

The proposed schedule has construction commencing by the first quarter of 2024 (pending regulatory approvals) and an anticipated occupancy date of Fall 2024.



Parties Involved:

Applicant
Terron Wright
The Architects Partnership, LTD (TAP)

Architect of Record
Timothy Meseck
The Architects Partnership, LTD (TAP)

Property Owner
County Line LLC

Craig Most
Terra Engineering LTD.

Civil Engineer
Alexa Falbo
Kimley-Horn and Associates, INC.

Tenant
Kenneth Colliander
obo JPMorgan Chase Bank, N.A.

Zoning Classification:

The property in question is in a zoning district classified as B-3 General Commercial District with Highway Interchange Area District overlay.

Type of Business:

The type of business is a retail banking center. The hours of operation will be Monday – Friday 9 AM – 6 PM and Saturday 9 AM – 2 PM. The total number of employees and any one time will be sixteen. The sixteen employees will consist of one (1) teller, one (1) lead teller, two (2) bankers, one (1) branch manager, one (1) mortgage loan officer, one (1) financial advisor and one (1) business banker.

Timothy R. Meseck
The Architects Partnership, LTD.

ALTA/NSPS LAND TITLE SURVEY

CLIENT

The Architect Partnership, Ltd.

SITE ADDRESS

N96W18200 County Line Rd., Village of Germantown, Washington County, Wisconsin.

TITLE COMMITMENT

This survey was prepared based on First American Title Insurance Company Commitment No. NCS-1178966-CH12, effective date of May 9, 2023 which lists the following easements and/or restrictions from schedule B-1:

1, 2, 3, 5 & 9 visible evidence shown, if any.

4, 6, 7, 8, 24, 25, 26, 27, 28, 29, 30 & 31 not survey related.

- Restrictions contained in Warranty Deed granted to Waukesha County, recorded September 7, 1976 as Document No. 377759. **Does not affect property by location, shown.**
- Easement and Restrictions contained in Award of Damages by the State of Wisconsin, recorded April 27, 1990 as Document No. 558752. **Does not affect property by location, shown.**
- Restrictions contained in Quit Claim Deed by and between Mills Properties, Inc., a Wisconsin corporation and Mutual Benefits, recorded April 23, 1992 as Document No. 600140. **Affects property by location, shown.**
- Utility Easement granted to Wisconsin Electric Power Company, recorded November 8, 1963 as Document No. 270845. **Affects property by location, shown.**
- Utility Easement granted to Wisconsin Electric Power Company, recorded December 16, 1963 as Document No. 271441. **Affects property by location, shown.**
- Utility Easement granted to Wisconsin Electric Power Company and Wisconsin Telephone Company, recorded November 7, 1972 as Document No. 337559. **Does not affect property by location, not shown.**
- Underground Utility Easement granted to Wisconsin Electric Power Company, recorded January 8, 1981 as Document No. 437136. **Affects property by location, shown.**
- Overhead Utility Easement granted to Wisconsin Electric Power Company and Wisconsin Telephone Company, recorded November 18, 1981 as Document No. 441019. **Does not affect property by location, not shown.**
- Underground Easement granted to the Village of Germantown for construction and maintenance of sewer and water mains, recorded March 5, 1982 as Document No. 443105. **Affects property by location, shown.**
- Right-of-Way Grant to Wisconsin Bell, Inc. as contained in instrument recorded September 24, 1987 as Document No. 518226. **Does not affect property by location, not shown.**
- Right-of-Way Grant to Wisconsin Bell, Inc. as contained an instrument recorded September 24, 1987 as Document No. 518228. **Does not affect property by location, not shown.**
- Right-of-Way Grant to Wisconsin Bell, Inc., recorded February 9, 1988 as Document No. 523562. Conveyance in Rights in Land made by Wisconsin Bell, Inc. to the State of Wisconsin, recorded February 14, 1990 as Document No. 555518. **Affects property by location, shown.**
- Agreement for Variance by and between Mills Properties, Inc., a Wisconsin corporation and Marshall A. Peebles and Diane M. Peebles, doing business as Rivers Edge Car Wash, contained in an instrument recorded November 14, 1989 as Document No. 551773. Permanent Limited Easement by and between Mills Investment Company and the State of Wisconsin, and other matters contained in the Instrument recorded December 4, 1995 as Document No. 705463. **Does not affect property by location, not shown.**
- Permanent Limited Easement for the right to construct and maintain a sidewalk, granted to Washington County in Quit Claim Deed, recorded January 13, 1996 as Document No. 720515. Note: This document was re-recorded June 21, 1996 as Document No. 721203 to amend the legal description to eliminate two parcels. **Does not affect property by location, not shown.**

TABLE "A" ITEMS

- According to the flood insurance rate map of the County of Washington, Community Panel No. 55131C0359D, effective date of November 20, 2013, this site falls in Zone X (Areas determined to be outside the 0.2% annual chance floodplain).
- The Land Area of the subject property is 34,144 square feet or 0.7838 acres.
- There are 82 regular parking spaces and 0 handicap spaces marked on this site.
- (a). No plans or reports provided by client.
- (b). Evidence of underground utilities existing on or serving the surveyed property as determined by markings requested by the surveyor pursuant to a Diggers Hotline One-call center utility locate. Ticket Number 20232319294 and 20232319288. However, lacking excavation, the exact location of underground features cannot be accurately, completely, and reliably depicted. Client understands only utility lines with imbedded electric tracer wires or utilities made of materials capable of electric connectivity can be marked at the surface and located. Depth of utilities may prohibit their location even with electric connectivity.
- There is no visible evidence of earth moving, building construction or building additions within recent months.
- There are no changes in street right of way lines either completed or proposed, and available from the controlling jurisdiction. Observable evidence of recent street or sidewalk construction or repairs if any, is shown.
- (a). The zoning information noted below is taken from the municipal code ordinance. It does not reflect all zoning restrictions that may apply. It is not intended to be used in lieu of a comprehensive zoning report as stated in ALTA Table A item 6(a) nor to be relied on for site development purposes.

Municipal Code: Sec. 17.30(4).

Site is zoned: B-3 (General Business)

Front setback: Average of front yard of adjoining or neighboring properties; 5 feet for accessory buildings.
Side setback: None except as required in ss. 17.07 and 17.50; 5 feet for accessory buildings.
Rear setback: 25 feet for principal building; 5 feet for accessory building
Maximum building height: 45 feet for principal building with maximum of 2 1/2 stories, 15 feet for accessory building

TO: County Line LLC, a Wisconsin limited liability company
First American Title Insurance Company

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 5, 7(a), 7(b)(1), 7(c), 8, 9, 11(a)(b), 12, 13, 14, 16, 17, 18, 19, 20(a) and 20(b) of Table A thereof. The field work was completed on June 16, 2023.

Date of Map: June 22, 2023

DRAFT

Daniel E. Bednar
Professional Land Surveyor
Registration Number S-2812

CHAPUT
LAND SURVEYS

234 W. Florida Street
Milwaukee, WI 53204

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Drawing No. 4490-lpm

LEGAL DESCRIPTION

THAT PART OF THE FOLLOWING DESCRIBED LAND:
COMMENCING AT A POINT ON THE SECTION LINE (COUNTY LINE) ON THE SOUTH SIDE OF THE SOUTHWEST 1/4 OF SAID SECTION 33, 5.25 CHAINS WEST OF THE SOUTH 1/4 POST OF SAID SECTION (SAID POINT BEING THE SOUTHWEST CORNER OF 5 1/2 ACRES OF LAND SOLD TO GEORGE GESSERT AND PHILLIP GESSERT BY HENRY RUDOLPH IN THE YEAR 1855); THENCE WEST ALONG THE SECTION LINE, 12.95 CHAINS TO THE SOUTHEAST CORNER OF LANDS HERETOFORE OWNED BY FRED RUDOLPH; THENCE NORTH 14° 48' 12" EAST, 22.45 CHAINS; THENCE NORTH AND EAST 25 LINKS TO THE CENTER OF THE MEMONONIE RIVER; THENCE SOUTH AND EAST ALONG THE CENTER OF SAID RIVER TO A POINT ON THE WEST LINE OF LANDS FORMERLY OWNED BY GEORGE GESSERT AND PHILLIP GESSERT (BEING THE SAME PREMISES ABOVE REFERRED TO); THENCE SOUTH ALONG THE WEST LINE OF SAID GESSERT TRACT, 7.07 CHAINS TO THE PLACE OF BEGINNING. ALSO, THAT PART OF THE SOUTHWEST 1/4 OF SECTION 33, TOWNSHIP 9 NORTH, RANGE 20 EAST, IN THE VILLAGE OF GERMANTOWN, COUNTY OF WASHINGTON, STATE OF WISCONSIN, DESCRIBED AS FOLLOWS: FROM A POINT IN THE SOUTH LINE OF THE SECTION WHICH IS 979.80 FEET SOUTH 89° 20' 48" WEST OF THE SOUTHEAST CORNER OF THE SOUTHWEST 1/4, PROCEED NORTH 49° 53' 22" WEST 16.77 FEET ALONG THE ORIGINAL CENTERLINE OF S.T.H. 175; THENCE NORTH 40° 06' 38" EAST 54 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE NORTH 49° 53' 22" WEST 16.18 FEET; THENCE NORTH 40° 06' 38" EAST 3.09 FEET; THENCE SOUTH 70° 03' 43" EAST 17.24 FEET; THENCE SOUTH 40° 06' 38" WEST 9.03 FEET TO THE POINT OF BEGINNING. EXCEPTING THEREFROM THE FOLLOWING DESCRIBED PARCELS OF LAND, TO-WIT: THAT PORTION THEREOF HERETOFORE CONVEYED TO STEPHEN SCHLESACK AS DESCRIBED BY DEED RECORDED IN THE WASHINGTON COUNTY REGISTRY IN VOLUME 97 OF DEEDS ON PAGE 80. ALSO EXCEPTING THAT PORTION THEREOF HERETOFORE CONVEYED TO BENJAMIN H. SCHUSTER AS DESCRIBED BY DEEDS RECORDED IN THE WASHINGTON COUNTY REGISTRY IN VOLUME 123 OF DEEDS ON PAGE 481 AND IN VOLUME 382 OF RECORDS ON PAGE 125, AS DOCUMENT NO. 270775. ALSO EXCEPTING THAT PORTION THEREOF HERETOFORE CONVEYED TO MEMONONIE FALLS, WIS., ROBERT HALL CORP. DESCRIBED BY DEEDS RECORDED IN WASHINGTON COUNTY REGISTRY IN VOLUME 485 OF RECORDS ON PAGE 287. ALSO EXCEPTING THAT PORTION DESCRIBED IN THE DEED RECORDED IN THE WASHINGTON COUNTY REGISTER OF DEEDS OFFICE ON SEPTEMBER 7, 1976, IN VOLUME 620, PAGE 316, AS DOCUMENT NO. 377759. FURTHER EXCEPTING THAT PORTION DESCRIBED IN THE AWARD OF DAMAGES RECORDED IN THE WASHINGTON COUNTY REGISTER OF DEEDS OFFICE ON APRIL 27, 1990 IN VOLUME 1068, PAGE 632 AS DOCUMENT NO. 558752. FURTHER EXCEPTING CERTIFIED SURVEY MAP NO. 3675 RECORDED IN THE WASHINGTON COUNTY REGISTER OF DEEDS OFFICE ON MARCH 1, 1991, IN VOLUME 23 OF CERTIFIED SURVEY MAPS ON PAGE 44, AS DOCUMENT NO. 573431. FURTHER EXCEPTING CERTIFIED SURVEY MAP NO. 3812 RECORDED IN THE WASHINGTON COUNTY REGISTER OF DEEDS OFFICE ON JANUARY 29, 1992 IN VOLUME 24 OR CERTIFIED SURVEY MAPS ON PAGE 102, AS DOCUMENT NO. 593176. FURTHER EXCEPTING THAT PORTION DESCRIBED IN THE DEED RECORDED IN THE WASHINGTON COUNTY REGISTER OF DEEDS OFFICE ON DECEMBER 17, 2009 AS DOCUMENT NO. 1239472.

LEGAL DESCRIPTION (CONT)

ALSO THAT PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 33, TOWNSHIP 9 NORTH, RANGE 20 EAST, IN THE VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 33; THENCE SOUTH 89° 20' 48" WEST, ALONG THE SOUTH LINE OF SAID SECTION 33, 979.50 FEET TO A POINT WHERE THE SOUTH LINE OF SECTION 33 INTERSECTS WITH THE CENTERLINE OF S.T.H. 175 (THIS POINT ALSO HAVING BEEN DESCRIBED IN PREVIOUSLY RECORDED DEEDS AS BEING 1003 FEET MORE OR LESS WEST OF THE SOUTH 1/4 CORNER); THENCE NORTH 49° 59' 12" WEST, ALONG THE CENTERLINE OF S.T.H. 175, A DISTANCE OF 287.29 FEET TO A POINT; THENCE NORTH 13° 34' 48" EAST A DISTANCE OF 474.06 FEET TO A POINT (THIS BEING ALONG THE EASTERLY SEGMENT AS DESCRIBED IN WARRANTY DEED RECORDED NOVEMBER 5, 1963, IN VOLUME 382 OF RECORDS, PAGE 125, AS DOCUMENT NO. 270775 AND IN WARRANTY DEED RECORDED OCTOBER 14, 1970, IN VOLUME 488 OF RECORDS, PAGE 488, AS DOCUMENT NO. 317799, WASHINGTON COUNTY REGISTRY); THENCE NORTH 76° 25' 12" WEST A DISTANCE OF 120.00 FEET TO A POINT ON THE EASTERLY LINE OF THE LANDS AS DESCRIBED IN WARRANTY DEED RECORDED OCTOBER 14, 1970, IN VOLUME 488 OF RECORDS, PAGE 489, AS DOCUMENT NO. 317800, THIS BEING THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE CONTINUING NORTH 76° 25' 12" WEST A DISTANCE OF 75.40 FEET TO A POINT ON THE WESTERLY LINE OF THE LANDS DESCRIBED IN WARRANTY DEED REFERRED TO IMMEDIATELY ABOVE; THENCE NORTH 13° 34' 48" EAST (THIS BEING ALONG THE WESTERLY LINE OF THE LANDS DESCRIBED IN THE WARRANTY DEED LAST REFERRED TO ABOVE) A DISTANCE OF 203.88 FEET TO A POINT WHICH IS THE NORTHWESTERLY CORNER OF THE LANDS DESCRIBED IN THE WARRANTY DEED LAST REFERRED TO ABOVE; THENCE SOUTH 49° 59' 12" EAST, ALONG THE NORTHERLY LINE OF THE LANDS DESCRIBED IN THE WARRANTY DEED LAST REFERRED TO ABOVE, A DISTANCE OF 84.20 FEET TO A POINT, THIS POINT BEING THE NORTHEASTERLY CORNER OF THE LANDS DESCRIBED IN SAID DEED; THENCE SOUTH 13° 34' 48" WEST ALONG THE EASTERLY LINE OF THE LANDS DESCRIBED IN THE WARRANTY DEED LAST REFERRED TO ABOVE, A DISTANCE OF 166.40 FEET TO THE POINT OF BEGINNING.

ALSO, THAT PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 33, TOWNSHIP 9 NORTH, RANGE 20 EAST, IN THE VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 33; THENCE SOUTH 89° 20' 48" WEST, ALONG THE SOUTH LINE OF SECTION 33, 979.50 FEET TO A POINT WHERE THE SOUTH LINE OF SECTION 33 INTERSECTS WITH THE CENTERLINE OF S.T.H. 175 (THIS POINT ALSO HAVING BEEN DESCRIBED IN PREVIOUSLY RECORDED DEEDS AS BEING 1003 FEET MORE OR LESS WEST OF THE SOUTH 1/4 CORNER); THENCE NORTH 49° 59' 12" WEST, ALONG THE CENTERLINE OF S.T.H. 175, A DISTANCE OF 287.29 FEET TO A POINT; THENCE NORTH 13° 34' 48" EAST, A DISTANCE OF 474.06 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION (THIS BEING ALONG THE EASTERLY SEGMENT AS DESCRIBED IN WARRANTY DEED RECORDED NOVEMBER 5, 1963, IN VOLUME 382 OF RECORDS, PAGE 125, AS DOCUMENT NO. 270775 AND IN WARRANTY DEED RECORDED OCTOBER 14, 1970, IN VOLUME 488 OF RECORDS, PAGE 488, AS DOCUMENT NO. 317799, WASHINGTON COUNTY REGISTRY); THENCE CONTINUING NORTH 13° 34' 48" EAST A DISTANCE OF 206.74 FEET TO A POINT (THIS POINT BEING THE NORTHEASTERLY CORNER OF THE LANDS DESCRIBED IN THE DEEDS REFERRED TO ABOVE); THENCE NORTH 49° 59' 12" WEST A DISTANCE OF 218.21 FEET TO A POINT (THIS BEING ALONG THE NORTHERLY LINE OF LANDS DESCRIBED IN THE DEEDS REFERRED TO ABOVE, THE POINT ALSO BEING THE NORTHWESTERLY CORNER OF SAID LANDS); THENCE SOUTH 13° 14' 48" WEST A DISTANCE OF 100 FEET TO A POINT (THIS BEING ALONG THE WESTERLY LINE OF THE LANDS DESCRIBED IN THE DEEDS REFERRED TO ABOVE); THENCE SOUTH 49° 59' 12" EAST ALONG THE CORRESPONDING LINE IN THE DEEDS REFERRED TO ABOVE A DISTANCE OF 84.20 FEET TO A POINT; THENCE SOUTH 13° 34' 48" WEST A DISTANCE OF 166.40 FEET TO A POINT; THIS BEING ALONG THE WESTERLY LINE OF THE LANDS DESCRIBED IN THE DEEDS REFERRED TO ABOVE; IT ALSO BEING ALONG THE EASTERLY LINE OF THE LANDS DESCRIBED IN WARRANTY DEED RECORDED OCTOBER 14, 1970, IN VOLUME 488, OF RECORDS, PAGE 489, AS DOCUMENT NO. 317800; THENCE SOUTH 76° 25' 12" EAST A DISTANCE OF 120 FEET TO THE POINT OF BEGINNING.

TO BE KNOWN AS:
DRAFT OF CERTIFIED SURVEY MAP MUST BE PROVIDED.

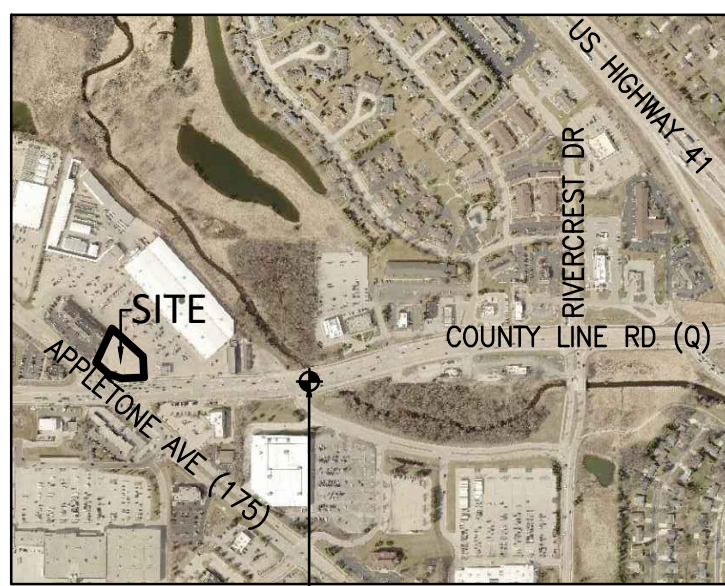
BASIS OF BEARINGS

Bearings are referenced to the Wisconsin State Plane Coordinate System (South Zone) NAD83, in which the South line of the SW 1/4 bears N89°20'38"E.

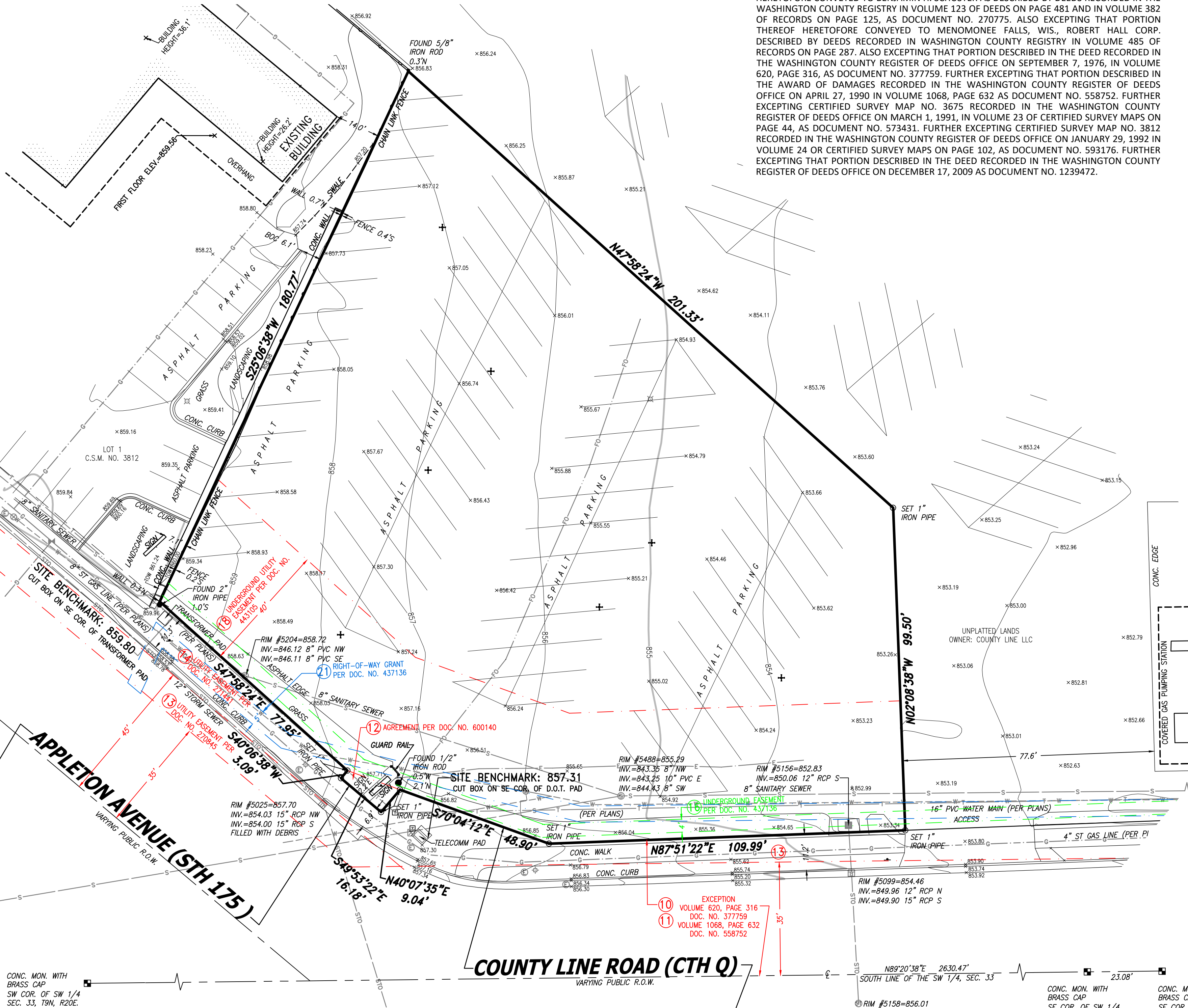
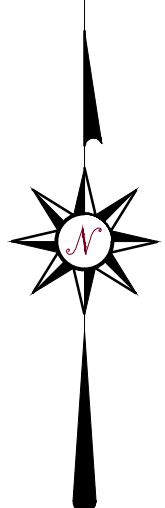
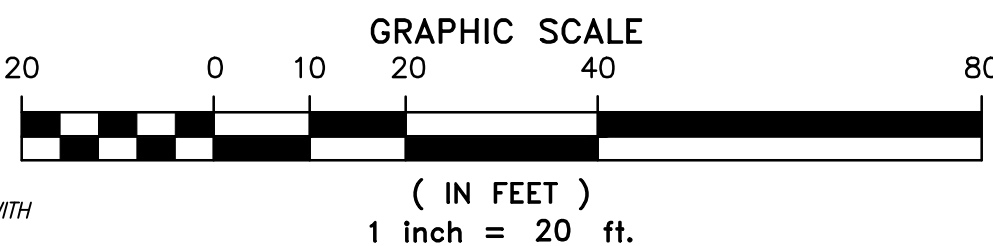
VERTICAL DATUM

Vertical Datum is based on National Geodetic Vertical Datum of 1988

VICINITY MAP



STARTING BENCHMARK: 844.86
SOUTHEAST CORNER OF THE SOUTHWEST 1/4
OF SECTION 33, T9N, R20E



CONC. MON. WITH
BRASS CAP
SW COR. OF SW 1/4
SEC. 33, T9N, R20E.

CONC. MON. WITH
BRASS CAP
SE COR. OF SW 1/4
SEC. 33, T9N, R20E.

CONC. MON. WITH
BRASS CAP
SE COR. OF SW 1/4
SEC. 33, T9N, R20E.

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: November 20, 2023

PLACEMENT: Action Item

ITEM TITLE: Appointment of Matthew Mortwedt to the position of Director of Public Works

SUBMITTED BY: Steve Kreklow, Administrator

SUMMARY EXPLANATION:

Village President Wolter is submitting Matthew Mortwedt for confirmation as Director of Public Works for the Village. Mr. Mortwedt currently serves as the Deputy Director of Public Works for Walworth County and has over 15 years of public work management experience. The attached report from Public Administration Associates provides additional information on his background and experiences.

ATTACHMENT:

1. Mortwedt M Offer Employment Signed 231115
2. MortwedtReport PAA

RECOMMENDATION:

Confirm Matthew Mortwedt as Director of Public Works

ACTION BY Committee:

Village of Germantown

November 15, 2023

Matt Mortwedt
16660 Willow Ridge Lane
Brookfield, WI 53005
m.j.mortwedt@gmail.com

Dear Mr. Mortwedt,

We are pleased to conditionally offer you the position of Director of Public Works for the Village of Germantown. If you accept this offer, your appointment will go before the board on November 20, 2023 at 7:00 pm. Your start date will be Monday December 11, 2023, pending the results of a pre-employment physical and a routine background check.

Your starting salary will be \$124,384 annually, you will receive three (3) weeks of vacation annually which will be given starting your second paycheck at a rate of 4.615 per pay period over 26 paychecks. On July 1, 2024, your salary shall be increased to \$128,115. Thereafter, you will be eligible for annual adjustments as set by the Village Board in the Village's compensation plan. After successfully completing one year of service with the Village, your vacation accrual rate will increase to 6.154 hours per pay period, or four (4) weeks per year.

You will be eligible for fringe benefits as outlined in the Employee Policy & Procedure Manual, a summary of which is attached to this letter. The manual generally illustrates the major benefits you would be eligible for, but our Support Services Manager would be happy to go over the benefits in greater detail as you desire.

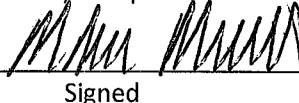
You will be required to take an employee health screening physical. The physical will include a hearing test (audio), vision test and drug screening. You should go to Workforce Health in Menomonee Falls for this physical, a map is attached. Their phone number is 262-253-5150. You should call ahead for an appointment.

I trust that you will find Germantown a pleasant and enjoyable place to work. I look forward to working with you as a key part of our staff and that the association will be a long and successful experience for all.

Sincerely,

Steven R. Kreklow
Steven R. Kreklow
Village Administrator

I, hereby accept the above offer of employment.


Signed

11/15/23
Date

Attachments: Summary of Benefits

Map showing location of Workforce Health in Menomonee Falls

cc: Erin M. Hirn, Support Services Manager (this copy to Personnel File)
Paula Winter, Senior Deputy Treasurer



REFERENCE SUMMARY-CONFIDENTIAL

VILLAGE OF GERMANTOWN

DIRECTOR-PUBLIC WORKS

CANDIDATE: MATTHEW MORTWEDT

SUMMARY: Mortwedt is currently employed by Walworth County, WI as the Deputy Director of Public Works – Asset Management Division; from February 2020 – Present. Mortwedt is responsible for a staff of 26 full-time and 6 part-time employees and manages a \$5.0M operating budget and a \$9.0M capital improvement budget. As the Deputy Director he is responsible for the Asset Management Division in the Walworth County Department of Public Works. The Asset Management Division is responsible for facilities and ground maintenance, county construction projects, the county fleet (procurement and maintenance) and the county park system. In this position Mortwedt establishes capital and operations budgets. Tracks spending to identify budget issues quickly. Collaborates with departmental leaders on policy, operations, and construction activities. Collaborates with local municipal leaders within the county regarding county policy, shared services, etc. He led a \$5.0M security improvement initiative including construction, system improvements, and policy updates. He introduced telematics across the fleet to improve maintenance, material distribution, safety, and fleet right-sizing. With Mortwedt's work effort Walworth County achieved a coveted APWA accreditation. This accreditation was only the second in Wisconsin. Mortwedt development County Park and Open Space plan in collaboration with SEWRPC. He wrote a 5-year strategic plan for Walworth County Parks and co-wrote a project management manual for small and large capital improvement projects. Mortwedt also lead major park development projects. Mortwedt lead the Facilities section to inventory all mechanical equipment and establish a system for preventative maintenance. He consolidated facilities contracts and established new vendors for fire protection, elevator maintenance, and custodial services. Tracked performance of old custodial services and documented deficiencies that resulted in nearly \$100,000 in savings over a 12-month period. He implemented a management and accountability structure for new contractors that resulted in improved performance and services to building occupants while realizing cost control. Lead procurement of all vehicles and equipment. Lead the implementation of a new Fleet Operations and Maintenance Plan. Introduced an electronic preventative maintenance program for the County fleet. Managed a group of project managers who implemented millions of dollars in facilities repairs and improvements.

PUBLIC ADMINISTRATION ASSOCIATES, LLC

Bruce G. Stelzner, Associate

Mortwedt was previously employed by the City of Milwaukee as their Facilities Manager; from 2017-2020. This position was reclassified from the Operations & Maintenance Manager position previously held by Mortwedt to reflect a higher level of responsibilities that he assumed over previous years. In the position of Facilities Manager Mortwedt directed the building maintenance, custodial services, physical security, technical security, and the City of Milwaukee parks (MKE Parks) groups. He worked with the new Health Department leadership and the Administration on reorganization of their Buildings section and assumption of their responsibilities. He co-managed large capital projects like the City of Milwaukee's City Hall foundation restoration project, working with professional engineers, architects, building trades, etc. He championed energy efficiency projects and reduced operational cost across the DPW portfolio of buildings working with building occupants, building maintenance, consultants, and vendors. Consolidated security services in DPW and Water Works to provide operational efficiency, cost savings, enhanced safety, increased surveillance, better monitoring, and enhanced response to DPW managed facilities.

Mortwedt was previously employed by the City of Milwaukee as their Operations & Maintenance Manager; from 2013-2017. In this position Mortwedt managed a \$9 million operations budget and an in-house staff of approximately 35 City employees, a large contingent of contract employees and contracted jobs. He conducted constant analysis of contract work performed for the City of Milwaukee. Re-worked agreements and contracts to increase efficiency, improve performance, and/or reduce costs. He Developed a comprehensive preventative maintenance plan that includes thousands of pieces of building critical equipment and components. He initiated a decision making based on quantifiable metrics available through various systems, including financial systems, CMMS, building automation, and security systems. Mortwedt reorganized building services staff to reflect current business needs and maximized efficiency in building maintenance by implementing strategic outsourcing of some preventative maintenance tasks. He directed the maintenance, design, and reconstruction of City of Milwaukee Parks. Managed the MKE Plays initiative for MKE Parks - to date a \$3 million award winning public-private partnership. Supported hundreds of City of Milwaukee events and press conferences, including the State of the City Address. Worked across City departments to develop and implement an integrated guard tour, incident reporting and computer aided dispatch - Emergency Management Coordinator for DPW during scheduled large-scale events and emergencies. He was an Emergency Operations Center team member. Responsible for managing the City's EOC, as needed. He was responsible for in-house training on security, safety, building evacuation and emergency management topics.

PUBLIC ADMINISTRATION ASSOCIATES, LLC

Bruce G. Stelzner, Associate

Mortwedt was previously employed by the City of Milwaukee as their Security Operations Manager; from 2008-2013. In this position he conducted physical security assessments for Public Works, Police, Port of Milwaukee, Health Dept, etc. working with departmental facilities and security groups. He was the Emergency Management Coordinator for Public Works during scheduled large-scale events and emergencies -and developed a facility risk assessment tool used by various City agencies. He coordinated and conducted training on safety, evacuation safety, NIMS, etc. and managed the City of Milwaukee City Hall Complex evacuation plan. He worked with the Office of Homeland Security & Emergency Management on Continuity of Government plan and collaborated with other departments in the areas of safety, security, business/government continuity, energy efficiency, etc. He spearheaded the transition to network video security surveillance in the City Hall Complex & other facilities, standardized access control system, and implemented mobile alarm notification for Security staff. Implemented redundant access control system servers and managed the city alarm monitoring center. He managed security officer contract and staff. Provided leadership and training to produce full documentation of alarms and associated responses. He managed highly sensitive internal investigations.

Education:

Cardinal Stritch University, Milwaukee, WI; Master of Business Administration, 2008

UW - Eau Claire, Eau Claire, WI — B.S. Criminal Justice, 2001

Unanimously, his references were confident that Mortwedt's skills, personality, and expertise would be a good fit for the Village of Germantown.

Richard Hough, Director of Public Works, and Highway Commissioner for Walworth County stated that Matthew sets his priorities and makes smart decisions in obtaining goals. He is of excellent character, a good family man and very personable. Hough also stated that Mortwedt is currently providing administration and oversight on over 200 Walworth County service and engineering contracts.

Tom Tarkowski, Engineer in Charge, City of Milwaukee stated that Mortwedt was very professional and a very good team player. Tarkowski also stated that Matt is very detailed and thorough in his work.

Jeffrey Polenske, former Milwaukee Commissioner of Public Works stated that Mortwedt was his go-to person when high quality work needed to be done.

PUBLIC ADMINISTRATION ASSOCIATES, LLC

Bruce G. Stelzner, Associate

From reference conversations, Matthew is looking to advance his career and take the next logical step to become a Director of Public Works.

Mortwedt appears to possess the appropriate skills in engineering management, construction and maintenance, facility maintenance, public infrastructure design and maintenance, human resources, overall budget development and management, and financial oversight. He meets the requirements needed to assume this position and is expected that he will be successful in meeting the needs of the position and the community.

REFERENCES USED: Richard Hough, Walworth County Director of Public Works & Highway Commissioner. Tom Tarkowski, Engineer in Charge, City of Milwaukee. Jeffrey Polenske, former Milwaukee Commissioner of Public Works.

POSITIVE SKILLS: • Attention to details • analytical • communicates effectively in both orally and in written form with citizens and board • very thorough • very smart • personable • makes good decisions • very good at his job • very capable • very good in upper management • quick learner • self-motivated •

FIRST IMPRESSIONS: quiet and reserved • professional • confident • very personable • easy to talk to • engaging • very smart • passionate • serious •

SKILLS TO WORK ON: Sometimes Just in time delivery on assigned projects, but project are well done • sometimes quiet •

RELATIONSHIPS WITH:

ELECTED OFFICIALS- Gets along with anyone including elected officials • very professional • always prepared going into meetings • very well trusted and respected • works very well with elected officials • willing to say I'll need to get back to you when he does not have the answer • knowledgeable and responsive.

DEPARTMENT HEADS AND STAFF- • he is well respected by co-workers • direct reports had no problems with his management style • interacted well with department heads • works well with all groups • very good relationship with staff • works very well with the public •

PUBLIC AND MEDIA - Very professional with the public • attends, coordinates, and presents at public information meetings • presents periodically at committee and board meetings • excellent communication skills •

COMMUNITY INVOLVEMENT: • works with professional organizations •

PUBLIC ADMINISTRATION ASSOCIATES, LLC

Bruce G. Stelzner, Associate

REASON FOR SEEKING A NEW POSITION: career advancement. Becoming a Direct of Public Works is a logical next step.

PERSONAL CONCERNS: No concerns

OTHER COMMENTS: Mortwedt would be a good choice for the Public Works Directors position

- he will do what it takes to do a good job •



Germantown Park and Recreation Department

N112W17001 Mequon Rd

P.O. Box 337

Germantown, Wisconsin 53022-0337

(262)250-4710 Fax (262)255-2920

Information Line (262)250-4711

Meeting Date: November 20, 2023

To: General Government Finance and Village Board

From: Gil Standridge, Park and Recreation Director

RE: Support in the purchase of an Explorer Dome

Under Capitol Outlay, 40-552-570-8210, I have \$300,000 budgeted for Playground Equipment to replace the old equipment at Kinderberg Park. Monies not spent in 2023 are expected to roll over to 2024. With that being said, John Hill, representative of Kompan playground equipment has presented Parks and Recreation with a great opportunity that I hope this Finance Committee and Village Board will support.

Kompan has four (4) Explorer Domes left in stock for 2023 and they're having an end of year close out sale. Please see the design in your packet. The domes are top of the line play equipment for children from one year old up to adults. This piece of equipment is normally priced at \$85,170, and with freight and installation that cost increases to \$112,874. However, Mr. Hill can sell this piece of equipment, including freight to the Village of Germantown for \$43,061.90, which is a significant savings in the amount of \$69,812.10 minus installation.

Recently my staff and I went to Cedar Creek Park in Cedarburg, Wisconsin, where they have a similar size dome, a Performer Dome, but a step down from the one being proposed here and from the one shown in your packet. The Director of Parks and Recreation in Cedarburg advised that during the playground season (warmer months) this is their most popular used piece of equipment. They have had it for around three years now with no maintenance issues to report. If purchased, Germantown Parks and Recreation staff would ask that DPW store the equipment over the winter months and have installed at the beginning of Spring for permanent placement.

A Parks and Recreation Commission meeting was scheduled for 11/15/2023 at 5:30 PM with this item being on the agenda with Staff recommending support. However due to not having a quorum, the meeting had to be cancelled.

In previous meetings Commissioners of the Park and Recreation Committee supported equipment that is inclusive, can be used by children and adults with all abilities and meets ADA requirements. This Dome meets all these criteria.

I am seeking support from GGF and the Village Board to purchase the Dome as shown in this packet.

Thanks in advance for your consideration.

Kind Regards,

Gil Standridge

Parks and Recreation Director

Sales Proposal

Germantown Parks & Recreation Department
Gil Standridge
N112W17001 Mequon Road
P.O. Box 337
Germantown, WI 53022

Quote No. SP130080-1
Customer No. C125828
Document Date 11/09/2023
Expiration Date 12/31/2023

Sales Representative John Hill
E-Mail JohHil@Kompan.com

Customer Ref. Dome & Freight Only

Project Name US299876 Special Offer Explorer Dome- Germantown

No.	Description	Qty Unit	Unit Price	Net Price
<u>Special Offer Explorer Dome- Green or Blue</u>				
<u>COR863002-0403</u>	Explorer Dome - Green In-ground -40cm (expansion bolts)	1 Pieces	85,170.00	85,170.00
	 Special offer on COR863002 Explorer Dome, either -0403 Green or -0402 Blue; Kompan will ship immediately and customer must be willing to take possession when it arrives. Offer is valid until November 30, 2023 or as supply lasts			
FREIGHT	Freight	1 Pieces	8,061.90	8,061.90
Subtotal				93,231.90
Project Discount Amount				-50,170.00
Total USD				43,061.90

Payment Terms 50% Prepayment , 50% Net 30 days



Sales Proposal

Germantown Parks & Recreation Department
Gil Standridge
N112W17001 Mequon Road
P.O. Box 337
Germantown, WI 53022

Quote No. SP130080-1
Customer No. C125828
Document Date 11/09/2023
Expiration Date 12/31/2023

Sales Representative John Hill
E-Mail JohHil@Kompan.com

Customer Ref. Dome & Freight Only

Project Name US299876 Special Offer Explorer Dome- Germantown

Note that the color and texture of products and surfacing made with recycled content are subjected by the differences from the used recycled raw materials. Therefore, minor differences in the appearance and texture can occur.

Applicable sales tax will be added unless a valid tax exemption certificate is provided. This amount is only an estimate of your tax liability.

Your acceptance of this proposal constitutes a valid order request and includes acceptance of terms and conditions contained within the Master Agreement, which is hereby acknowledged.

Acceptance of this proposal from KOMPAN is acknowledged by issuance of an order confirmation by an authorized KOMPAN representative.

Prices in this quotation are good until expiration date, shown in the top of this document. After that date, this proposal may be withdrawn.

KOMPAN Products are "Buy American" qualified, and compliant with the Buy American Act of 1933 and the "Buy American" provision of ARRA of 2009.

Prevailing Wage and Payment & Performance Bonds are not included unless stated in body of Sales Proposal. If Payment & Performance Bonds are needed, add 2.2% of the entire sales proposal.

KOMPAN Authorized Signature:

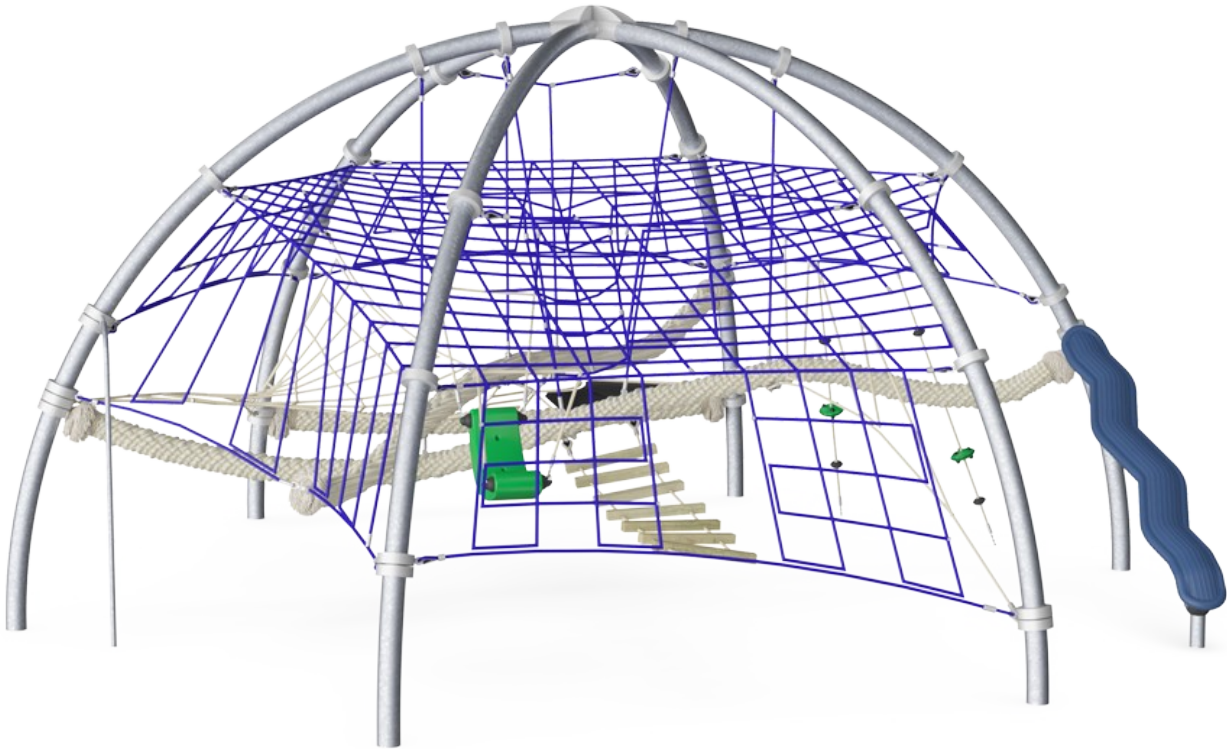
Accepted By (signature): _____

Accepted By (please print): _____

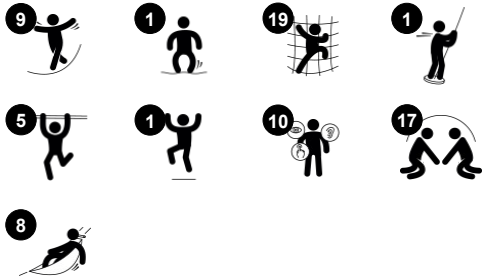
Date: _____

Explorer Dome

COR863002-0402



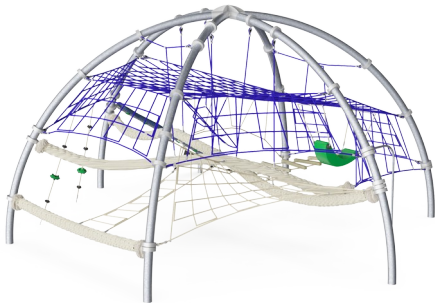
Item no. COR863002-0402	
General Product Information	
Dimensions LxWxH	26'8"x23'2"x13'4"
Age group	5 - 12
Play capacity (users)	52
Item color	



It's a jungle of fun! Amazing meandering nets, ropes and wobbly play items make the play of older children unstoppable. The spacious top net is a desired meeting point for huge groups of children. The ways to climb and reach the multiple play levels are many: via nets, wacky tubes, rope ladders, play shells or coconut ropes. This rich variety of climbing, crawling

and balancing make children come back again and again to refine and improve their previous attempts at climbing the nets. The multitude of twisted, bouncing balancing and climbing events intensely support children's motor skill ABC's: agility, balance and coordination. Spatial awareness is stimulated due to the transparency of the structure. This also makes

social interaction easy. Socializing, turn-taking and empathy are social-emotional skills for life. In the Explorer Dome they come to use repeatedly.



Explorer Dome

COR863002-0402



The PP rope in coconut style has a diameter of 15cm. The internal steel wire core has thimbles at both ends, which serve as attachments for the rope to existing connecting elements.



Corocord aluminium clamps are used as connectors between steel posts and rope. Two aluminium castings are bolted together. The height of the clamps is thus variable.



The large components are made of 100% recyclable PE. The play shell displayed is moulded in one piece with minimum 5mm wall thickness to ensure high durability in all climates around the world.

Item no. COR863002-0402	
Installation Information	
Max. fall height	9'10"
Safety surfacing area	1095ft²
Total installation time	53.7
Excavation volume	5.36yd³
Concrete volume	2.3yd³
Footing depth (standard)	2'4"
Shipment weight	3960lbs
Anchoring options	In-ground ✓
Warranty Information	
Corocord Rope	10 Years
S-Clamps	10 Years
Aluminum clamps	10 Years
Hollow PE Parts	10 Years
Spare parts guaranteed	10 Years



Corocord ropes with 19mm diameter or more are special 'Hercules' - type with galvanized six-stranded steel wires. Each strand is tightly wrapped with PES yarn, which is melted onto each individual strand. The ropes are highly wear-and vandalism-resistant and can be replaced at site if needed.



Corocord 'S' clamps are used as universal connections in Corocord products. 8mm stainless steel rods with rounded edges are pressed around the ropes with a special hydraulic press, making them the ideal connector: safe, durable and vandalism-proof, all while allowing the typical movement of rope play structures.



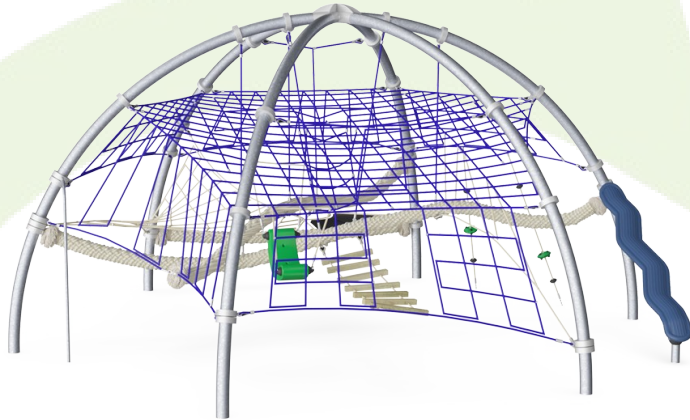
Through the KOMPAN Variant Team, you can choose between additional 7 rope colors and customize your solution. The assortment is a wide span of colors ranking from elegant and expressive black or a natural, neutral hemp color, to a range of attractive and eye-catching signal colors.

Elevated activities 0	Accessible elevated activities	Accessible ground level activities	Accessible ground level play types
Present	0	1	1
Required	0	1	1



Explorer Dome

COR863002-0402



Cradle to Gate A1-A3	Total CO ₂ emission	CO ₂ e/kg	Recycled materials
	kg CO ₂ e	kg CO ₂ e/kg	%
COR863002-0402	5,114.50	3.80	39.20

The overall framework applied for these factors is the Environmental Product Declaration (EPD), which quantifies "environmental information on the life cycle of a product and enable comparisons between products fulfilling the same function" (ISO, 2006). This follows the structure and applies a Life-Cycle Assessment approach to the entire Product stage from raw material through manufacturing (A1-A3))

Kompan A/S

C.F. Tietgens Boulevard 32C
DK-5220 Odense SØ
Denmark



Validation of CO₂ calculation of: Corocord



Data version no. 2021-09-27

The CO₂ calculation and data are in compliance with the principles of a carbon footprint impact according to the GHG protocol (Greenhouse Gas Protocol), Scope 3, cradle to gate related to all individual components in the product category: "Corocord" represented by item no.: COR314011-1101.

(Scope 3 emissions include emission sources in the upstream and downstream value chain).

Date: 15. October 2021 | Valid until: 15. October 2023

Validated by:

Bente Hviid

Bente Hviid, Senior Consultant

Peter Bendtsen

Peter Bendtsen, Senior Consultant

Validation based on report: Validation of CO₂ calculation of 8 categories of Kompan product line, version 1.0, prepared by: Bureau Veritas HSE, Denmark: Bente Hviid and Peter Bendtsen.

Publication date: 15. October 2021

By Bureau Veritas HSE
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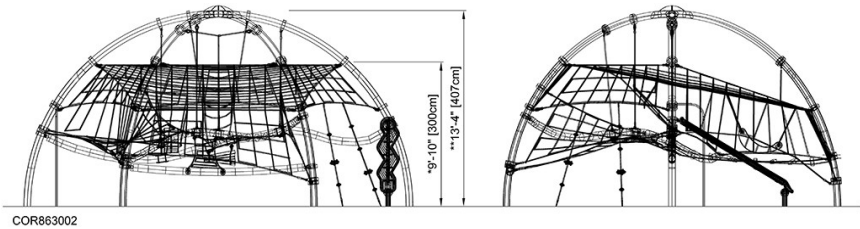
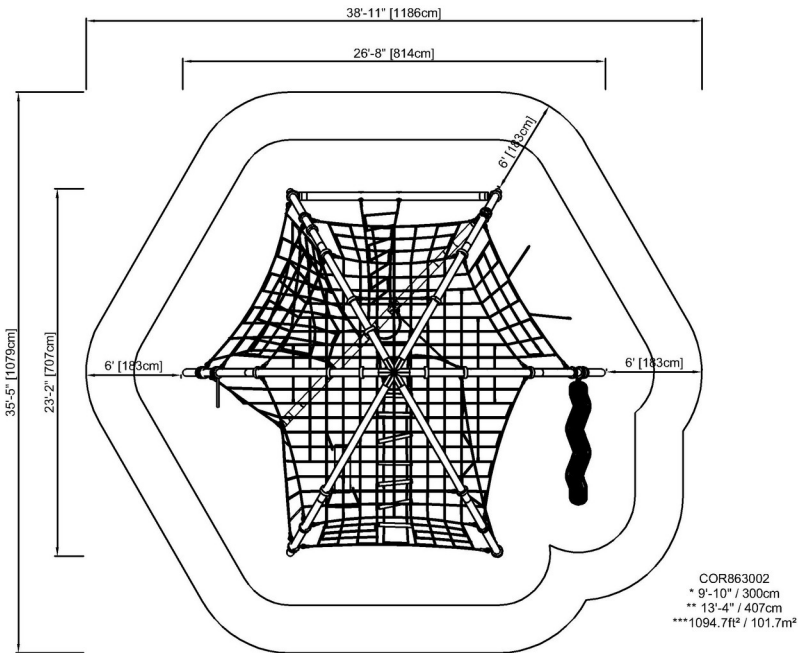


Explorer Dome

COR863002-0402

* Max fall height | ** Total height | *** Safety surfacing area

* Max fall height | ** Total height



[Click to see TOP VIEW](#)

[Click to see SIDE VIEW](#)

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: November 20, 2023

PLACEMENT: Resolution

ITEM TITLE: Resolution Approving the 2024 Village Budget

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

1. 2024 Budget Adoption Resolution

RECOMMENDATION:

ACTION BY Committee:

**VILLAGE OF GERMANTOWN
WASHINGTON COUNTY**

RESOLUTION NO. XX-2023

RESOLUTION APPROVING THE 2024 VILLAGE OF GERMANTOWN BUDGET

WHEREAS, the Committee of the Whole held budget review meetings on September 26, October 17, October 24, and October 25, 2023 to study, review, and consider the 2024 Village of Germantown Budget; and

WHEREAS, on Monday, November 20, 2023, the Village of Germantown Village Board held a public hearing to consider the 2024 Proposed Budget; and

WHEREAS, the Village of Germantown Village Board has carefully examined the proposed budget and supporting information and found them to be true and correct and to properly represent the income anticipated and the required expenditures of the Village and all funds and departments as set forth in the budget; and

WHEREAS, after careful review and discussion, on November 20, 2023, the Village of Germantown Village Board moved to recommend the adoption of Resolution XX-2023 approving the 2024 Village of Germantown, Washington County, Wisconsin Budget as set forth in the attached schedule and made a part hereof inclusive of all funds including the General Fund, Capital Projects Funds, Special Revenue Funds, Debt Service Funds, the Water Utility, Wastewater Utility Fund, and the Health & Dental Employee Insurance Funds; and,

NOW THEREFORE BE IT RESOLVED, The Village Board of the Village of Germantown, Washington County, Wisconsin, hereby approves the budget of the Village of Germantown, Washington County, Wisconsin, for the year 2024 as set forth in the attached schedule and made a part hereof inclusive of all funds including the General Fund, Capital Projects Funds, Special Revenue Funds, Debt Service Funds, the Water Utility, Wastewater Utility Fund., and the Health & Dental Employee Insurance.

Adopted: _____

Dean M. Wolter, Village President

ATTEST:

Donna S. Cox
Village Clerk

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: November 20, 2023

PLACEMENT: Resolution

ITEM TITLE: Resolution Approving the Levying of Property Taxes for Village Purposes

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

1. 2024 Tax Levy Resolution

RECOMMENDATION:

ACTION BY Committee:

**VILLAGE OF GERMANTOWN
WASHINGTON COUNTY**

RESOLUTION NO. XX-2023

**RESOLUTION APPROVING LEVYING OF PROPERTY TAXES FOR VILLAGE
PURPOSES**

WHEREAS, on Monday, November 20, 2023 the Village of Germantown Village Board met to consider levying taxes for Village purposes; and

WHEREAS, after careful review and consideration, the Village Board moved to recommend the adoption of Resolution XX-2023 approving that the amounts set forth in the 2024 Budget be levied as taxes against the taxable property of the Village of Germantown for General Fund Operations and Debt Service, for the purposes stated herein, and that the same be placed on the tax roll for the year 2023, collectible in 2024, and that the total levy is hereby determined to be \$15,868,981.

NOW THEREFORE BE IT RESOLVED, The Village Board of the Village of Germantown, Washington County, Wisconsin, hereby approves the amounts set forth in the 2024 Budget and that the same be placed on the tax roll for the year 2023, collectible in 2024, and that the total levy is hereby determined to be \$15,868,981.

Adopted: _____

Dean M. Wolter, Village President

ATTEST:

Donna S. Cox
Village Clerk

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: November 20, 2023

PLACEMENT: Resolution

ITEM TITLE: Resolution Authorizing the Placement of Special Charges on the
2023 Tax Roll Against Certain Properties

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

1. 2024 Special Charges Resolution

RECOMMENDATION:

ACTION BY Committee:

**VILLAGE OF GERMANTOWN
WASHINGTON COUNTY**

RESOLUTION NO. XX-2023

**AUTHORIZING THE PLACEMENT OF SPECIAL CHARGES ON THE 2023 TAX
ROLL AGAINST CERTAIN PROPERTIES**

WHEREAS, certain services have been provided by the Village of Germantown, and have directly benefited specific properties within the Village, said services including water and sewer, special assessments and other miscellaneous charges for services provided during 2023; and,

WHEREAS, in specific instances, charges for services provided have not been paid, and no alternative arrangements have been reached to reimburse the Village for providing said services, or by mutual agreement, special assessment charges are to be placed on the tax roll as a means of collection; and,

NOW THEREFORE, BE IT RESOLVED by the Village Board of the Village of Germantown, Washington County, Wisconsin, that for the Village to be reimbursed for the cost it has incurred in providing certain services, a listing of which is attached, hereto and made a part hereof, pursuant to Section 66.069, 66.076, 66.60 (16) and 66.98 Wisconsin Statutes, the Village Clerk is hereby authorized and directed to place such charges upon the 2023 Tax Roll for collection in 2023 and 2024.

Adopted: _____

Dean M. Wolter, Village President

ATTEST:

Donna S. Cox
Village Clerk

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: November 20, 2023

PLACEMENT: Action Item

ITEM TITLE: Aqueous Film-Forming Foam Products Liability Litigation, Multi-District Litigation No. 2:18-mn-02873 (3M & Dupont PFAS litigation class action settlement). The Village Board may convene into closed session pursuant to Wis. Stat. § 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, and then may reconvene in open session to take such action as it deems necessary.

SUBMITTED BY: Brian Sajdak, Attorney

SUMMARY EXPLANATION:

The Village Board may enter into closed session pursuant to Wis. Stat. § 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or may be involved, and then may re-enter open session to take such action it deems appropriate. This section would allow the Village Board to enter into closed session for the purpose of obtaining advice from the Village Attorney with respect to the strategy the Village Board desires to adopt in connection with a proposed class-action settlement in the Aqueous Film-Forming Foam Products Liability Litigation, Multi-District Litigation No. 2:18-mn-02873 (3M & Dupont PFAS litigation).

ATTACHMENT:

RECOMMENDATION:

Should the Village Board decide that it wishes to enter closed session, a motion to enter closed session pursuant to Wis. Stat. §19.85(1)(g) for the purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or may be involved.

ACTION BY Committee: