

MEETING: REGULAR MEETING OF THE VILLAGE BOARD
DATE & TIME: Monday, March 4, 2024 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 455 8667 Password: ywM4qU5krp2 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=m49bcd70fc98c6f1696315d2744b3586a>

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/UCOYp0EqELzTCa9X_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. December 18, 2023
 - B. IT Infrastructure Equipment Replacement
- VIII. **UNFINISHED BUSINESS:**
- IX. **PUBLIC HEARINGS:**
- X. **NEW BUSINESS:**
 - A. Application for Temporary Class "B" / "Class B" Retailer's License - Kiwanis of Germantown
 - B. Discussion on Public Safety Building Needs Assessment RFP
 - C. Presentation on Village of Germantown Debt Levels
 - D. Cancellation or rescheduling of the April 1st Village Board Meeting due to the Spring Election being held on April 2nd.
 - E. Green Bay Packaging Development Agreement for the Development of the Property located generally along I-41 between Holy Hill Road and Rockfield

Road. The Village Board may enter into Closed Session per Wis Stat. 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.

- F. Administrator 2024 Performance Goals Update. The Village Board May Enter into Closed Session per Wis. Stat. § 19.85(1)(c) for the purpose of 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, December 18, 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 Village President Wolter at 7:01 PM.

II. **ROLL CALL:**

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

Also Present: Village Attorney Brian Sajdak, Administrator Steve Kreklow, Clerk Donna Cox, Community Development Director Jeff Retzlaff, Village Engineer Kevin Driscoll, and Finance Director Matthew Uselding.

Absent:
Excused:

III. **PLEDGE OF ALLEGIANCE:**

IV. **PRESIDENT'S REPORT:**

Village President Wolter wished everyone a Happy Holiday Season.

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

Village Trustees provided dates of upcoming Village meetings and events. Trustee Jan Miller thanked all those that drove through the Windsong Subdivision to see the Christmas lights and for the generous donations of non-perishable food items for the food pantry.

- 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.)

The following individuals spoke:

John and Sandra Pie (Misty Morning Way), Tony Feder (Chippewa Dr), and Doug Janzen (Tanglewood Dr) regarding the Village's tree trimming.
Melanie Smythe (Cedar Ln) spoke regarding the Village's Budget and New Business Items A and F.

VII. CONSENT AGENDA:

A. December 4, 2023 Regular Meeting Minutes

Motion: Approve the December 4, 2023, Village Board meeting minutes as presented

Motioned By: Jolene Pieper

Seconded By: Robert Warren

Yes: Trustees David Baum, Terri Kaminski, Bill Neureuther, Rick Miller, Robert Warren, Jolene Pieper, Jan Miller, Phil Hudson, and President Dean Wolter

No: None

Abstain: None

Motion Passed (Yes 9, No 0, Abstained 0)

VIII. UNFINISHED BUSINESS

A. November 6, 2023 Regular Meeting Minutes

Motion 1: Approve November 6, 2023, Village Board meeting minutes as presented

Motioned By: Trustee Jolene Pieper

Seconded By: Trustee David Baum

Motion 2: Amend Motion 1 to have the Minutes reflect that for New Business Item D: Street Tree Trimming Project to reflect that the motion to approve the staff recommendation was made by Trustee Rick Miller, seconded by Trustee Kaminski, and to reflect those in favor were Trustees Baum, Kaminski, Rick Miller, and Hudson; and those opposed were Trustees Neureuther, Pieper, and Jan Miller.

Motioned By: Trustee Rick Miller

Seconded By: Trustee Jan Miller

Results of Motion 2:

Yes: Trustees David Baum, Terri Kaminski, Bill Neureuther, Rick Miller, Robert Warren, Jolene Pieper, Jan Miller, Phil Hudson, and President Dean Wolter

No: None

Abstain: None

Motion to Amend Passed (Yes 9, No 0, Abstained 0)

Results of Motion 1 as Amended:

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

No: None

Abstain: None

Motion Passed as Amended (Yes 9, No 0, Abstained 0)

IX. PUBLIC HEARINGS:

There were no Public Hearings for tonight's meeting.

X. NEW BUSINESS:

- A. Truck Country of Wisconsin, Inc., Agent for RA Steinman Legacy LLC, Property Owner - N128 W21795 Holy Hill Road. (1) Rezoning application from M-1: Limited Industrial to B-5: Highway Business Zoning District and (2) Conditional Use Permit (CUP) to allow development and operation of a 37,700 sqft Motor Vehicle Sales and Service Facility.

Community Development Director Retzlaff presented the Rezoning Ordinance and Conditional Use Permit details and advised the Plan Commission recommended approval of rezoning the 15.85 acre property owned by RA Steinman Legacy LLC from M-1: Limited Industrial to the B-5: Highway Business Zoning District as proposed and to approve the Conditional Use Permit application for Truck Country of Wisconsin Inc. for the development and operation of a 37,700 sq ft facility for motor vehicle sales and service on the property located at N128 W21795 Holy Hill Road subject to (9) conditions reflected within the draft CUP ordinance.

Motion: Approve the Rezoning and CUP as presented

Motioned By: Trustee David Baum

Seconded By: Trustee Terri Kaminski

Yes: Trustees David Baum, Terri Kaminski, Bill Neureuther, Rick Miller, Robert Warren, Jolene Pieper, Jan Miller, Phil Hudson, and President Dean Wolter

No: None

Abstain: None

Motion Passed (Yes 9, No 0, Abstained 0)

- B. Fabrizio Montermini, Agent for Sentinel-Germantown, LLC, Property Owner - W180 N11070 River Lane. 2-Lot Certified Survey Map application (CSM) to divide a 14.7 acre property and create a 5.6 acre parcel.

Community Development Director Retzlaff presented the Certified Survey Map details

for the Sentinel Germantown LLC property located at W180 N11070 River Lane and advised the Plan Commission recommended approval of the proposed CSM subject to the noted conditions per the staff report.

Motion: Approve the 2-Lot CSM as presented subject to the noted conditions listed

Motioned By: David Baum

Seconded By: Robert Warren

Yes: Trustees David Baum, Terri Kaminski, Bill Neureuther, Rick Miller, Robert Warren, Jolene Pieper, Jan Miller, and President Dean Wolter

No: None

Abstain: Trustee Phil Hudson

Motion Passed (Yes 8, No 0, Abstained 1)

C. A Resolution Disallowing the Claim of David Lehtola for Automobile Damage

Attorney Sajdak presented the details of the claim and recommended approval of the resolution disallowing the claim of David Lehtola. Mr Lehtola was available for comments. Trustee Rick Miller advised that this Item went before the General Government and Finance Committee on 12/18/2023 with no recommendation to the Village Board as the vote was tied 2 to 2.

Motion: Approve the Resolution Disallowing the Claim of David Lehtola for Automobile Damage as presented

Motioned By: Trustee David Baum

Seconded By: Trustee Rick Miller

Yes: Trustees David Baum, Bill Neureuther, Rick Miller, Robert Warren, Phil Hudson, and President Dean Wolter

No: Trustees Terri Kaminski, Jolene Pieper, and Jan Miller

Abstain: None

Motion Passed (Yes 6, No 3, Abstained 0)

D. Appointments of Election Inspectors, Special Voting Deputies, and Central Count Election Officials for the 2024-2025 Election Term per the attached list.

Motion: Approve the appointment list of Election Inspectors, Special Voting Deputies, and Central Count Election Officials for the 2024-2025 Election Term as presented

Motioned By: Trustee David Baum

Seconded By: Trustee Phil Hudson

Yes: Trustees David Baum, Terri Kaminski, Bill Neureuther, Rick Miller, Robert Warren, Jolene Pieper, Jan Miller, Phil Hudson, and President Dean Wolter

No: None

Abstain: None

Motion Passed (Yes 9, No 0, Abstained 0)

E. 5 Year Road Program

Village Engineer Kevin Driscoll presented the 5-Year Road Program and recommended adoption of the program. Discussion ensued.

Motion 1: To accept the recommendations from the Village Engineer for the 5-Year Road Program

Motioned By: Trustee David Baum

Seconded By: Trustee Robert Warren

Motion 2: Amend Motion 1 to include Division Road be re-evaluated for total reconstruction using remaining ARPA funds for 2025

Motioned By: Trustee David Baum

Seconded By: Trustee Terri Kaminski

Results of Motion 2:

Yes: Trustees David Baum, Terri Kaminski, Bill Neureuther, Rick Miller, Robert Warren, Jolene Pieper, Jan Miller, Phil Hudson, and President Dean Wolter

No: None

Abstain: None

Motion to Amend Passed by Roll Call Vote (Yes 9, No 0, Abstained 0)

Results of Motion 1 as Amended:

Yes: Trustees David Baum, Terri Kaminski, Bill Neureuther, Rick Miller, Robert Warren, Jolene Pieper, Jan Miller, Phil Hudson, and President Dean Wolter

No: None

Abstain: None

Motion Passed as Amended by Roll Call Vote (Yes 9, No 0, Abstained 0)

F. 2022 Annual Comprehensive Financial Report

Administrator Kreklow provided an update and answered Trustee's questions regarding the 2022 Annual Comprehensive Financial Report. Administrator Kreklow and Village President Wolter thanked the Finance Director and his team on all of their hard work compiling this report.

G. Discussion / Action on canceling or rescheduling the regularly scheduled Village Board Meeting scheduled for January 1, 2024 due to Village Hall being closed on this day in observance of the holiday.

Motion: Cancel the regularly scheduled Village Board Meeting for January 1, 2024.

Motioned By: Trustee David Baum

Seconded By: Trustee Rick Miller

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

No: Trustees Jan Miller, Phil Hudson

Abstain: None

Motion Passed (Yes 7, No 2, Abstained 0)

- H. 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.

Motion: To Enter into Closed Session at 9:13 PM with the Village Administrator in attendance

Motioned By: Trustee Jolene Pieper

Seconded By: Trustee Phil Hudson

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

No: None

Abstain: None

Motion Passed By Roll Call Vote (Yes 9, No 0, Abstained 0)

No action taken.

XI. ADJOURNMENT:

The Village Board Meeting was adjourned at 9:52 PM.

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 4, 2024

PLACEMENT:

ITEM TITLE: IT Infrastructure Equipment Replacement

SUBMITTED BY:

SUMMARY EXPLANATION:

At the end of 2022, it was acknowledged by Capital Data that there was a need to replace our old unsupported switches and access points in each of our building. Although there was not funding for this project in 2023, the board has approved this project as part of the capital projects for 2024 under GL 40522000-531300. The recent quote has come under budget by \$2,293.3 at \$82,706.27. This is for 10 Fortinet Switches with 5 years of support on each, as well as 13 Fortinet wireless access points. I reached out to another IT seller to see if another brand was less expensive, and it was more expensive by about \$25,000 without the cost of installation. Currently, all village switches are considered end-of-life and need to be replaced. Using switches beyond their end-of-life can lead to several problems, including:

Reduced Performance: As switches age, their components degrade, leading to reduced performance in terms of speed, throughput, and reliability. This degradation can result in slower data transfer rates, increased latency, and higher error rates.

Security Vulnerabilities: Manufacturers typically stop releasing security patches and updates for products that have reached end-of-life. This leaves the switches vulnerable to newly discovered security threats and exploits. Hackers often target outdated systems because they are easier to compromise.

Compatibility Issues: As technology advances, older switches may not support newer networking standards, protocols, or hardware components. This can lead to compatibility issues with other devices in the network, causing connectivity problems and limiting the functionality of the network.

Increased Maintenance Costs: Without vendor support, maintaining and troubleshooting end-of-life switches becomes more challenging and expensive. Organizations may need to allocate more resources to address hardware failures, software bugs, and other issues that arise with aging equipment.

Compliance Concerns: In regulated industries such as healthcare, finance, and government, using end-of-life equipment may violate compliance requirements and industry standards. Organizations may face penalties, fines, or legal liabilities for failing to maintain secure and up-to-date network infrastructure.

Downtime and Disruptions: end-of-life switches are more prone to unexpected failures and downtime, which can disrupt business operations and productivity. The cost of downtime can be significant, especially for mission-critical applications and services.

Limited Support Options: As end-of-life switches become obsolete, finding replacement parts and skilled technicians capable of servicing them becomes increasingly difficult. Organizations may struggle to find reliable support options, leading to longer resolution times for network issues.

Diminished Scalability and Flexibility: Older switches may lack the features and capabilities required to support the evolving needs of an organization. This can limit scalability and flexibility, making it harder to adapt to changing business requirements and technological advancements.

It's essential for organizations to regularly assess their network infrastructure and replace end-of-life equipment to mitigate these risks and ensure optimal performance, security, and reliability.

ATTACHMENT:

1. Village of Germantown - Fortinet Pricing Feb 2024

RECOMMENDATION:

Approve the Networking/Wireless Project not to exceed \$82,706.27 with final approval by the Village Board

ACTION BY Committee:

Village of Germantown

Date: February 13, 2024
Submitted By: Capital Data; Matt Cefalu

NETWORKING/WIRELESS PROJECT - FORTINET PRICING

Village Hall	Model	Qty	Per Unit	Total
	FortiSwitch-448E-POE	2	\$3,966.00	\$7,932.00
	24x7 FortiCare Contract 5Yr.	2	\$1,843.16	\$3,686.33
	10GE SFP+ Passive Direct Cable	2	\$72.80	\$145.60
	Wireless Access Points: Fortinet FortiAP-231G AP	4	\$467.00	<u>\$1,868.00</u>
				\$13,631.93
Fire Dept.	Model	Qty	Per Unit	Total
	FortiSwitch-448E-POE	1	\$3,966.00	\$3,966.00
	24x7 FortiCare Contract 5Yr.	1	\$1,843.16	\$1,843.16
	Layer 2/3 FortiGate switch controller	1	\$1,513.88	\$1,513.88
	24x7 FortiCare Contract 5Yr.	1	\$894.56	\$894.56
	10GE SFP+ Passive Direct Cable	2	\$72.80	\$145.60
	Wireless Access Points: Fortinet FortiAP-231G AP	3	\$467.00	<u>\$1,401.00</u>
				\$9,764.20
Police Dept.	Model	Qty	Per Unit	Total
	FortiSwitch-448E-POE	6	\$3,966.00	\$23,796.00
	24x7 FortiCare Contract 5Yr.	6	\$1,843.16	\$11,058.98
	10GE SFP+ Passive Direct Cable	5	\$72.80	\$364.00
	Wireless Access Points: Fortinet FortiAP-231G AP	5	\$467.00	<u>\$2,335.00</u>
				\$37,553.98
Senior Center	Model	Qty	Per Unit	Total
	FortiSwitch-448E-POE	1	\$3,966.00	\$3,966.00
	24x7 FortiCare Contract 5Yr.	1	\$1,843.16	\$1,843.16
	Wireless Access Points: Fortinet FortiAP-231G AP	1	\$467.00	<u>\$467.00</u>
				\$6,276.16
			Fortinet:	\$67,226.27
			Switch Install:	\$9,460.00
			Wireless Install:	<u>\$6,020.00</u>
			Total:	\$82,706.27

Note:

- Shipping and Tax Not Included in Pricing.

This proposal is good for 30 days.

Except as stated above, all prices quoted in this proposal do not include freight (FOB) or taxes. Capital Data will order the product for delivery once the sales order has been signed.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their respective duly authorized representatives.

Accepted By:

Village of Germantown
As Purchaser

Accepted By:

Capital Data Inc.
As Seller

By: _____

By: _____

Date:

Date:

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 4, 2024

PLACEMENT: Action Item

ITEM TITLE: Application for Temporary Class "B" / "Class B" Retailer's License -
Kiwanis of Germantown

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

1. Temporary Class B and Class B Retailer's License - Kiwanis of Germantown

RECOMMENDATION:

ACTION BY Committee:

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$

10. —

Application Date:

2/15/24

☐ Town

☒ Village

☐ City of

Germanatown

County of

Washington

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 7/25/24 and ending 7/25/24 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Kiwanis of Germanatown

(b) Address PO Box 531 Germanatown, WI 53022

(Street)

☐ Town

☒ Village

☐ City

(c) Date organized 1978

(d) If corporation, give date of incorporation

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Tom Barney, N105 W16775 Old Farm Road, Germanatown, WI 53022

Vice President Mark Schroeder, W150 N10086 Windsong Circle West, Germanatown, WI 53022

Secretary Elizabeth Green, N116 W16033 Main Street, Germanatown, WI 53022

Treasurer Jim Barnes, N104 W14558 Heritage Hills Parkway, Germanatown, WI 53022

(g) Name and address of manager or person in charge of affair:

Elizabeth Green

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Fireman's Park, W162 N11870 Park Avenue, Germanatown, WI 53022

(b) Lot Block

(c) Do premises occupy all or part of building? New Pavilion

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. Name of Event

(a) List name of the event Taste of Germanatown

(b) Dates of event Thursday, July 25, 2024 5:00 - 9:00 P.M.

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Mark Schroeder 2/15/24

(Signature / Date)

Kiwanis of Germanatown

(Name of Organization)

Date Filed with Clerk

2/15/24

Date Reported to Council or Board

PS + VB

Date Granted by Council

License No.

AT-315 (R 9-10)

Wisconsin Department of Revenue

Rec # 000498-0009

OK
2/15/24

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 4, 2024

PLACEMENT: Discussion

ITEM TITLE: Discussion on Public Safety Building Needs Assessment RFP

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

Public Works staff has prepared a draft RFP for a needs assessment and feasibility study to look at the immediate and long-term facility needs of the Police and Fire Departments. The study includes the following:

- Survey the use of existing space
- Allocate space required based on projected growth to include personnel, equipment and other factors
- Determine how space requirements can be met using existing facilities and potentially new facilities
- Conduct an analysis of the proposed location for feasibility

The draft RFP is attached for review and comment.

ATTACHMENT:

1. Germantown Public Safety Building Needs Assessment RFP

RECOMMENDATION:

ACTION BY Committee:



Village of Germantown Public Safety Building Needs Assessment Project

1. Evaluating and assessing municipal police department, fire department, and general government facilities long-term space needs as it pertains to the construction of new public safety facility.
2. Conducting space studies and facility programming analysis of police department, fire department and general government functions to determine the size of (facility sq/ft) and location (site requirements) of a new facility.
3. An evaluation of the proposed location for a new public safety facility.
4. Providing an evaluation on construction of a new public safety facility.

1. Description of the firm. *Limit 1 Page.*
2. Background and relevant experience of key personnel that will be working directly on this project. *Limit 3 pages*
3. Any additional information that you believe communicates the capabilities of your firm to perform this project. *Limit 3 pages.*
4. Up to three examples (copy) of work your firm has completed in government planning or space needs analysis. *Limit 3 pages.*
5. A list of three references (with contact information) from similar projects. *Limit 1 page.*

Draft 2/14/24 MJM

Current Properties

Village Hall is located at N112 W17001 Mequon Road.

The Germantown Police Department is located at N112 W16877 Mequon Road.

The Germantown Fire Department is located at N115 W18752 Edison Dr.

The proposed site for the new Public Safety facility is at N122 W17177 Fond du Lac Ave. This site is currently occupied by the Village of Germantown Department of Public Works (DPW). The main DPW office building and several storage facilities will be demolished in the Fall of 2024. Certain DPW facilities will remain on the site.

DELIVERABLES

The selected firm will be expected to provide at a minimum the following:

1. A written evaluation of the immediate and long-term space needs for the Police Department and Fire Department. This evaluation should factor in the outcome of the Spring 2024 referendum, additional projected growth in those departments and the consolidation of dispatch with Washington County.
2. A written assessment of the suitability of the existing facilities to meet the needs identified in item 1, above, and the costs to improve those facilities to address deficiencies.
3. If existing facilities do not meet the current and/or future space needs of the Police and Fire departments, provide an assessment of the site requirements (space, location, etc.), and space requirements needed to accommodate all employees, equipment, programming and functions.
4. Provide an estimated construction cost to build a building to accommodate space deficiencies identified above. This assessment should also factor in what programming will be retained in existing facilities through repurposing or remodeling and the anticipated costs of doing so.
4. An evaluation of the proposed site for feasibility. This should take into account site logistics, equipment storage, and response times for the Police and Fire Departments.
5. An analysis of co-locating identified Fire Department programming and space needs in the new facility and at the proposed site. This can be written in a “pros and cons” format.
6. A high-level space and concept plan for the improvement of existing facilities and construction of a new facility as covered in items 3) and 4) above.
8. A written evaluation of current communication systems (radio, SCADA, etc.) and equipment including towers, tower space (where leased), and footprint needed for services at the proposed location.

PROPOSAL

Draft 2/14/24 MJM

1. A detailed table of the work tasks that will be required to complete the work set forth in the PURPOSE and DELIVERABLES portion of this proposal and the costs associated with the work tasks or groups of tasks.
2. A timeline for the accomplishment of the tasks described in 1) above.
3. A statement of qualifications as set forth in QUALIFICATIONS above.
4. Any other materials needed to accurately portray the services proposed to the Village of Germantown.
5. Three paper copies of the final assessment and one electronic copy, or access to an online file share location for a minimum period of 60 days.
6. A copy of the proposed engagement agreement (in WORD format) that will be utilized for the work to be performed.
7. The proposal and engagement agreement must be negotiable.

CONSULTANT SELECTION

The Village of Germantown Trustees with the assistance of the Director of Public Works, Matt Mortwedt, Fire Chief John Delain, Police Chief Mike Snow, and Village Administrator Steve Kreklow will evaluate all proposals submitted. The Village Board of Trustees shall make the final selection for this engagement. The Trustees may request an in-person appearance for the purpose of interviewing one or more firms, but it is not obligated or required to do so and may select based solely on the submitted proposal. The Village reserves the right to reject any and all proposals or to accept the proposal which best serves the interests of the Village. The firm selected shall be an independent contractor. All submissions shall be subject to the Wisconsin public records statute and the Village reserves the right to retain all submitted proposals.

Three paper copies and one electronic copy of your proposal must be submitted no later than **3:00 P.M.** on **February 29, 2024**. Proposals should be directed and delivered to:

Department of Public Works
Director Matt Mortwedt
N112 W17001 Mequon Road
Germantown, WI 53029
mmortwedt@germantownwi.gov

Village of Germantown Police Department
Chief Mike Snow
N112 W16877 Mequon Road
Germantown, WI 53029
msnow@germantownpolicewi.gov

Village of Germantown Fire Department
Chief John Delain
N115 W18752 Edison Rd
Germantown, WI 53022
jdelain@germantownwi.gov

Questions regarding this RFP must be submitted via email to Matt Mortwedt.

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 4, 2024

PLACEMENT: Presentation

ITEM TITLE: Presentation on Village of Germantown Debt Levels

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

1. 240304 Debt Level Presentation

RECOMMENDATION:

ACTION BY Committee:

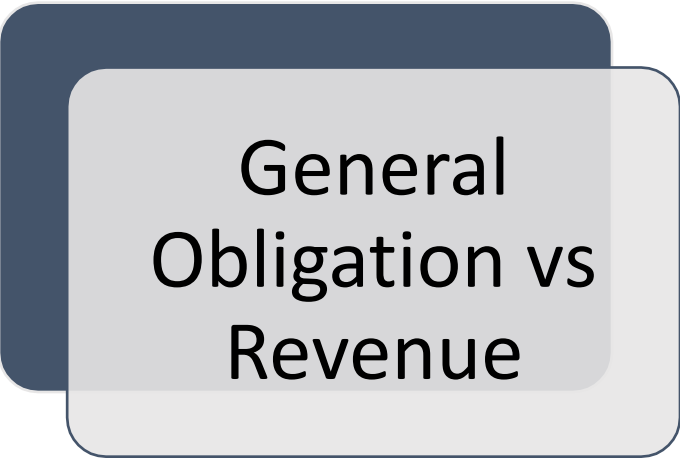
Village of Germantown Debt Levels

Village Board

March 4, 2024



Types of Debt



General
Obligation vs
Revenue



Bonds vs Notes



Levy Supported
vs Non-Levy
Supported

General Obligation vs Revenue

General Obligation (GO)

- Pledge “Full Faith & Credit”
- Debt service can be paid from any revenue stream
- Counts towards Statutory Debt Limit
- Included in Total Debt Calculations

Revenue

- Pledge a specific revenue stream
- Typically used for utility investments
- Does not count towards Statutory Debt Limit
- Included in Total Debt Calculations

Bonds vs Notes

Bonds

- Typically issued for a longer term up to 20 years
- Funds must be used on projects identified in bond issuance
- Can be GO or Revenue
- Used for large generational projects

Notes

- Typically issued for a shorter term – max is 10 years
- Use of funds is more flexible
- Can be GO or Revenue
- Used for annual capital program projects

Levy Supported vs Non-Levy Supported

Levy Supported

- Debt service is paid from property tax revenue
- Debt directly impacts annual property tax bills
- Annual capital program and part of DPW Building are levy supported
- GO Debt

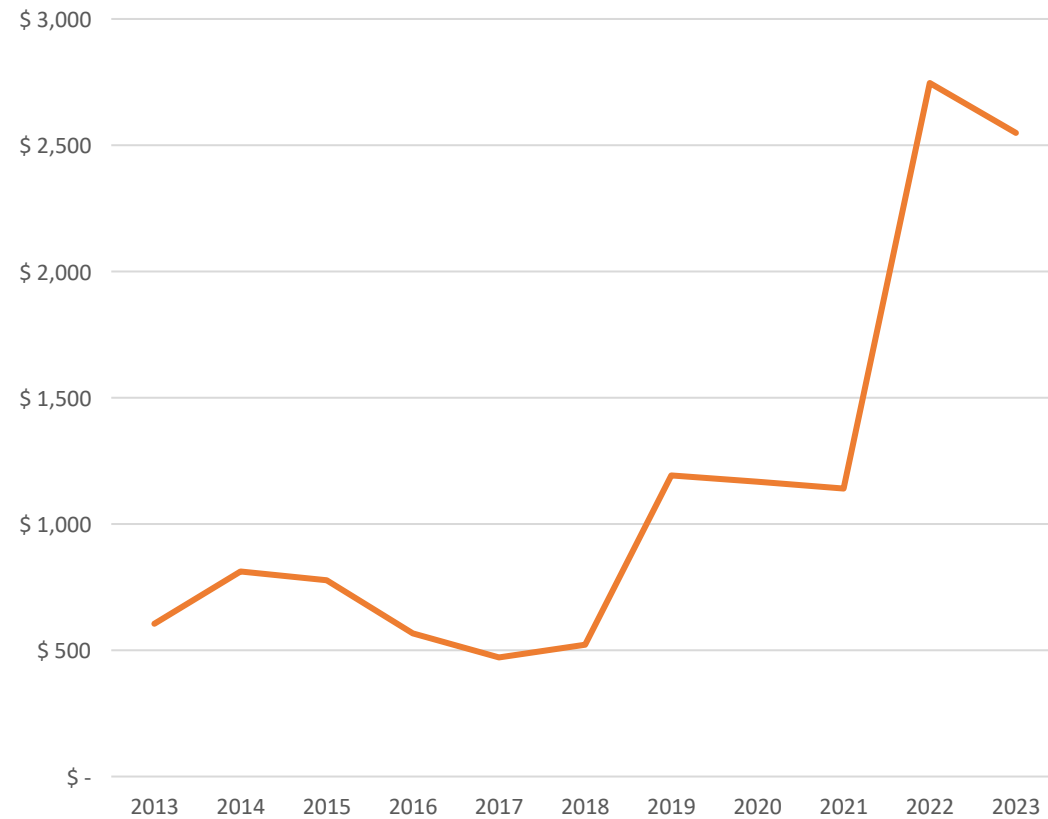
Non-Levy Supported

- Paid from non-property tax levy funds
- Utilities pay cost of utility debt service from their revenues
- TIDs pay cost of TID debt service from their revenues
- No impact on annual property tax bills
- GO or Revenue Debt

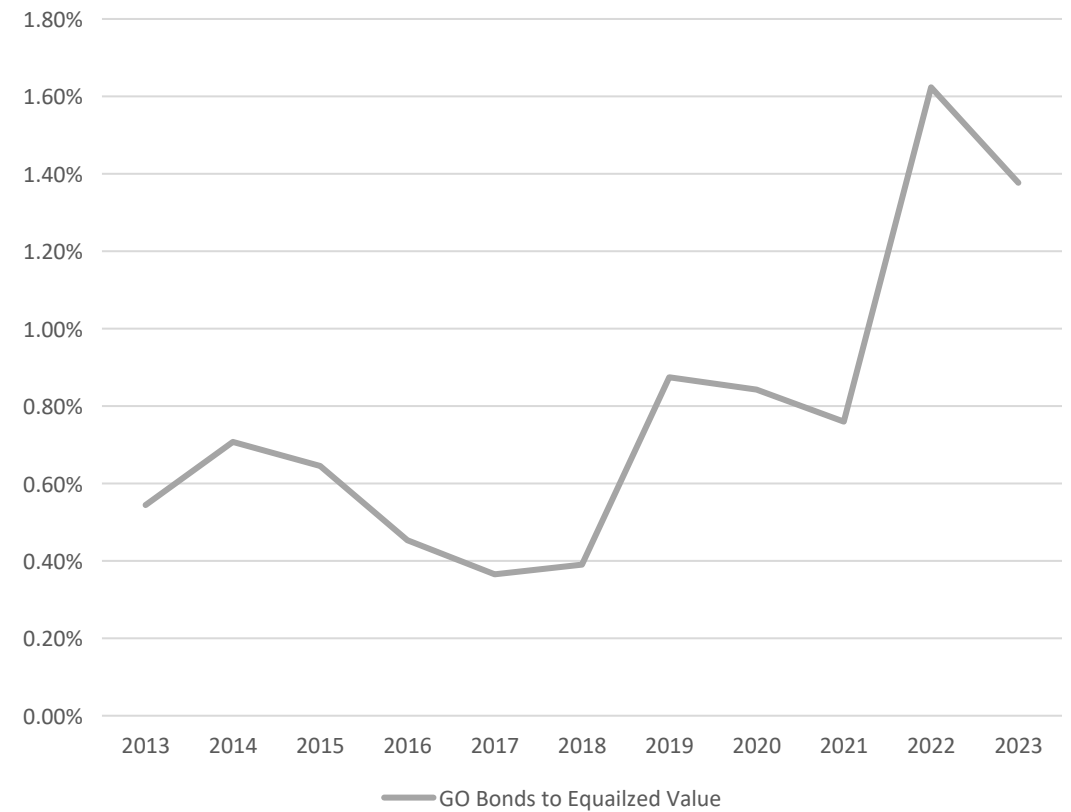
General Obligation Bonds



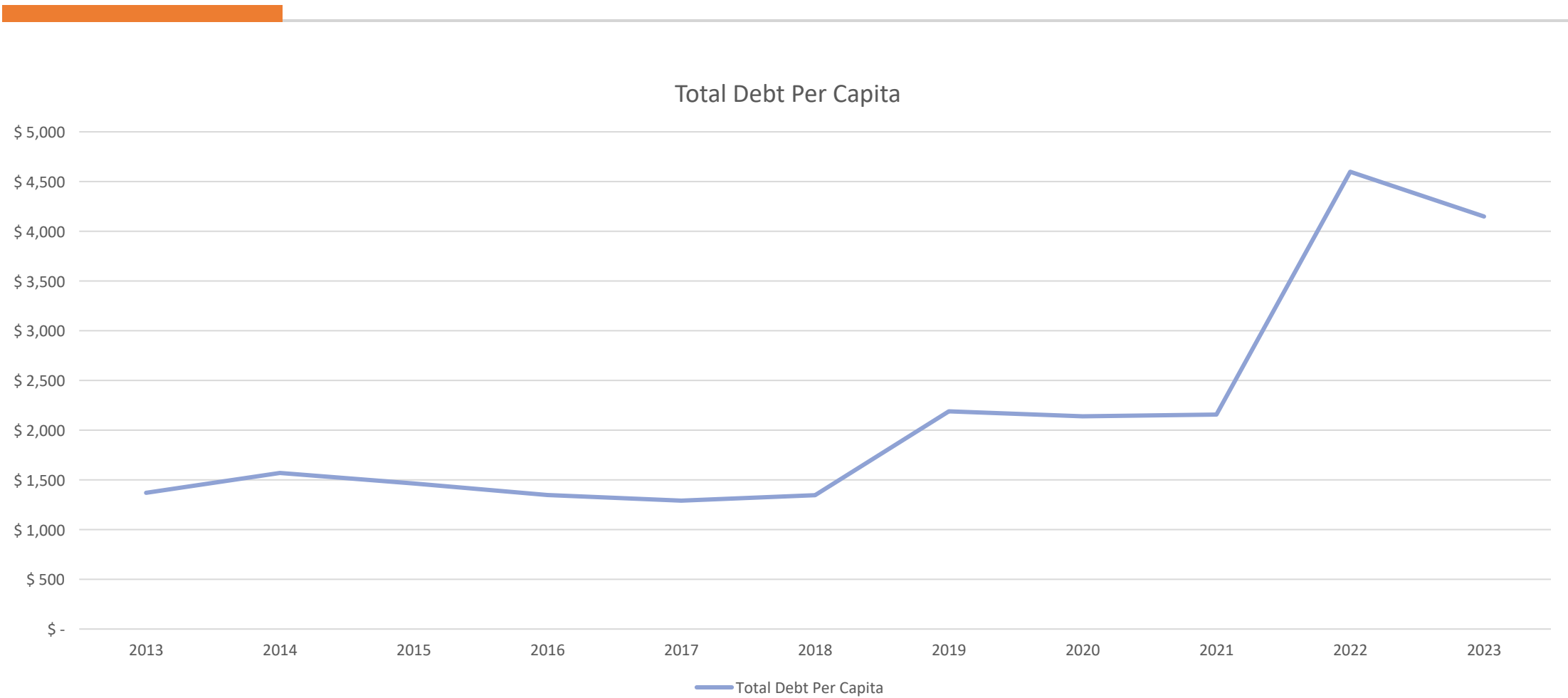
GO Bonds Per Capita



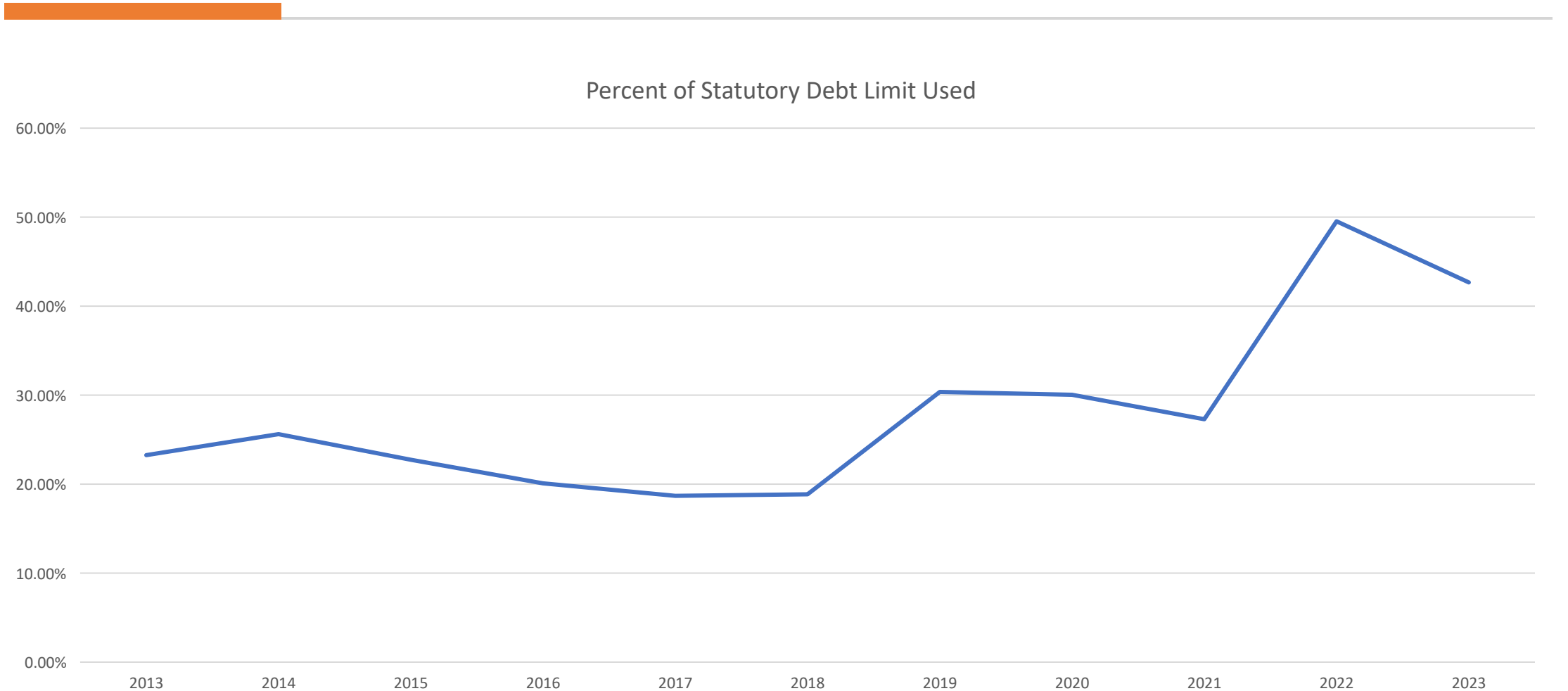
GO Bonds to Equalized Value



Total Debt



Statutory Debt Limit



Conclusions

- Village debt has increased, mostly due to large, generational projects.
 - Infrastructure improvements in Holy Hill District resulting in \$350 million in new tax base.
 - Construction of new DPW Facility to last into 2100s.
- Village debt is well within parameters of sound fiscal management.
- Village has maintained capacity for future large projects, including a new Public Safety Building and Library expansion.



Questions

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 4, 2024

PLACEMENT: Action Item

ITEM TITLE: Cancellation or rescheduling of the April 1st Village Board Meeting due to the Spring Election being held on April 2nd.

SUBMITTED BY: Steve Kreklow, Administrator

SUMMARY EXPLANATION:

The first Village Board meeting in April would normally be scheduled for Monday, April 1st this year. However, Monday, April 1st this year, is the day before the April election. Holding the Village Board meeting the day before the election places a heavy burden on the Village Clerk and her staff. They must be at the polling locations to supervise set up of the rooms and equipment several hours before the polls open at 7:00 AM. Their work finalizing the election results will likely keep them at Village Hall until sometime around midnight Tuesday.

As a result, I am asking the Board to consider canceling or rescheduling your April 1st meeting. If you would like to reschedule, there are currently no other meeting scheduled and the Village Board Room is available on Thursday April 4th. If the Board would like to consider other dates, staff will make every effort to accommodate other options.

ATTACHMENT:

RECOMMENDATION:

Reschedule the Village Board meeting currently scheduled for Monday, April 1st at 7:00 to Thursday, April 4th at 7:00.

ACTION BY Committee:

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 4, 2024

PLACEMENT: Action Item

ITEM TITLE: Green Bay Packaging Development Agreement for the Development of the Property located generally along I-41 between Holy Hill Road and Rockfield Road. The Village Board may enter into Closed Session per Wis Stat. 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.

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

RECOMMENDATION:

ACTION BY Committee:

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 4, 2024

PLACEMENT: Action Item

ITEM TITLE: Administrator 2024 Performance Goals Update. The Village Board May Enter into Closed Session per Wis. Stat. § 19.85(1)(c) for the purpose of 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.

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

RECOMMENDATION:

ACTION BY Committee: