



Village of Weston, Wisconsin
MEETING NOTICE

Meeting of: PROPERTY & INFRASTRUCTURE COMMITTEE

Members: Ziegler {c}, Jensen, Ostrowski

Date/Time: Monday, June 6th @ 4:30 P.M.

Location: Weston Municipal Center (5500 Schofield Ave) – Board Room

Agenda: The agenda packet will be emailed out 3 days prior to the meeting, and also posted on the Village website at www.westonwi.gov.

Attendance: Committee members, please indicate if you will, or will not be attending so we may determine in advance if there will be a quorum.

Questions: Donna Van Swol, Utility Clerk
715-359-2876
dvanswol@westonwi.gov

This notice was emailed to local media outlets (Print, TV, and Radio) on 5/31/2016.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above noticed meeting in order to gather information. No actions to be taken by any other board, commission, or committee of the Village, aside from the Property & Infrastructure Committee. Should a quorum be other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993).

Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act requires that meeting or material to be in accessible location or format must contact the Weston Municipal Center, by 12 noon the Friday prior to the meeting so any necessary arrangements can be made to accommodate each request.



Village of Weston, Wisconsin

OFFICIAL MEETING AGENDA OF THE PROPERTY & INFRASTRUCTURE COMMITTEE

The Regular meeting of the Village of Weston Property & Infrastructure Committee, composed of five (5) members, will convene at the Weston Municipal Center, Board Room, 5500 Schofield Ave., Weston, on **Monday, June 6, 2016, at 4:30 p.m.** to consider the following matters:

- A. Opening of Session.
 - 1. Meeting called to order by Chairman Ziegler at 4:30 p.m.
 - 2. Clerk will take attendance and roll call.
 - 3. Request for silencing of cellphones and other electronic devices.
 - 4. Acknowledgment of visitors if any.
- B. Comments from the public on matters pertaining to committee business and oversight.
- C. Presentation.
- D. Consent Items for Discussion/Action
 - 5. [Approval of previous meeting minutes from 5/02/2016.](#)
 - 6. [Water/Sewer Permit LCON-5-16-6754.](#)
- E. Business Items for consideration, discussion, and action.
 - 7. [E Everest Street Connection to Ridgeview](#)
 - 8. [Fleet Replacement Plan Update 2016-2020](#)
 - 9. [Traffic Calming Policy](#)
 - 10. [Misty Pines Concept Plat](#)
 - 11. [Recommend Contract with Water Technology, Inc. for Aquatic Facilities Assessment](#)
- F. Reports.
 - 12. [Deputy Director, Public Works.](#)
 - 13. [Director of Public Works and Utilities.](#)
 - 14. Administrator.
- G. Remarks from Committee; discuss items to be included for the next Property & Infrastructure Committee agenda.
- H. Set next meeting date for **Monday, August 1st, 2016.**
- I. Announcements.
- J. Adjourn.

WITNESS: My signature this 3rd day of June, 2016.

Donna Van Swol
Utility Clerk

This notice was posted at the Municipal Center, and on the Village's website at www.westonwi.gov, and was emailed to local media outlets (Print, TV, and Radio) on 6/03/2016. A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above noticed meeting in order to gather information. No actions to be taken by any other board, commission, or committee of the Village, aside from the Property & Infrastructure Committee. Should a quorum of other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993). Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting. Any person who has a qualifying disability as defined by the Americans with Disabilities Act requires that meeting or material to be in accessible location or format must contact the Weston Municipal Center at 715-359-6114, by 2pm the Friday prior to the meeting so any necessary arrangements can be made to accommodate each request.

**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

June 6th, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – D.5.**



Village of Weston, Wisconsin
OFFICIAL MEETING AGENDA OF THE PROPERTY & INFRASTRUCTURE COMMITTEE
Monday, May 2, 2016, at 4:30 p.m.

A. Opening of Session.

1. Meeting called to order by Chairman Ziegler at 4:30 p.m.
2. Clerk will take attendance and roll call.

Roll call indicated 3 Property & Infrastructure Members present.

<u>Member</u>	<u>Present</u>
Ziegler, Jon	Yes
Jensen, John	Yes
Ostrowski, Kevin	Yes
Vacant	No
Vacant	No

Village staff present were DPW Keith Donner, Michael Wodalski, and Donna Van Swol.

3. Request for silencing of cellphones and other electronic devices.
4. Acknowledgment of visitors if any.

B. Comments from the Public on Matters Pertaining to Committee Business. None.

C. Presentation. None

D. Consent Items for Discussion/Action.

5. Approval of previous meeting minutes from 4/04/2016.

****M/S/P Ostrowski/Jensen: to approve the minutes from the meeting of April 4, 2016 as presented.***

Yes Vote: 3 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	Yes
Jensen, John	Yes
Ostrowski, Kevin	Yes
Vacant	-
Vacant	-

6. Water/Sewer permits LCON-4-16-6614, LCON-4-16-6624, LCON-4-16-6625, LCON-4-16-6626, LCON-4-16-6627, LCON-4-16-6643, LCON-4-16-6644, & LCON-4-16-6651.

****M/S/P Jensen/Ostrowski: to approve water/sewer permits LCON-4-16-6614, LCON-4-16-6624, LCON-4-16-6625, LCON-4-16-6626, LCON-4-16-6627, LCON-4-16-6643, LCON-4-16-6644, & LCON-4-16-6651.***

Yes Vote: 3 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	Yes
Jensen, John	Yes
Ostrowski, Kevin	Yes
Vacant	-
Vacant	-

E. Business Items for consideration, discussion, and action.

7. Draft Chapter 74 Subdivision Ordinance. The draft Chapter 74 Subdivision Ordinance was included with the meeting materials. Staff recommendation was to endorse approval of Chapter 74 and recommend to the Board of Trustees to proceed with a public hearing and adoption.

Donner added the subdivision ordinance will be going to the Plan Commission for review at their May 9 meeting. Then the subdivision ordinance is going to the Board for public hearing at their May 16 meeting.

8. Crack Seal Pavement Maintenance Project Award. The 2016 crack sealing project recommendation was included with the meeting materials. Staff recommendation was to recommend to the Board of Trustees to award the 2016 crack sealing project to Fahrner Asphalt Sealers, LLC in the amount of \$60,345.

9. Chip Seal Pavement Maintenance Project Award. The 2016 chip sealing project recommendation was included with the meeting materials. Staff recommendation was to recommend to the Board of Trustees to award the 2016 chip sealing project to Scott Construction, Inc. in the amount of \$63,711.72.

10. Asphalt Overlay Pavement Maintenance Project Award. The 2016 asphalt overlay project recommendation was included with the meeting materials. Staff recommendation was to recommend to the Board of Trustees to award the 2016 asphalt overlay project to American Asphalt in the amount of \$92,538.60.

11. Ross Avenue Bridge Deck Maintenance Project Award. The Ross Avenue bridge deck repair project recommendation was included with the meeting materials. Staff recommendation was to recommend to the Board of Trustees to award the Ross Avenue bridge deck repair to Norcon Corporation in the amount of \$55,765.

****M/S/P Ostrowski/Ziegler: to recommend to the Board of Trustees to approve Business Items E7 through E11.***

Yes Vote: 3 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	Yes
Jensen, John	Yes
Ostrowski, Kevin	Yes
Vacant	-
Vacant	-

12. Overview of Street Maintenance Program for 2016. Wodalski reviewed the 2016 summer street maintenance projects. The Jones Street rebuild project is not planned to begin until late summer. We will also do some concrete curb repairs.

13. Discussion on Traffic Calming Policy. Wodalski reported periodically we get requests from people to place stop signs or other devices to slow down traffic. There was discussion that when there was police presence, drivers observed the speed limit, but after the police were gone the old habits returned. Wodalski was looking at what other communities were doing to address this problem. Do they increase enforcement, change speed limit, add stop signs, speed tables, traffic circles, raised crosswalks, etc., frequently violators are found to live in the neighborhood. Several cities have found education to be beneficial, to be respectful of your neighbors. In Madison once they identify an area of interest they place cones to temporarily show the public what it would be and then perform a traffic study. We don't want to give the appearance that we are giving preferential treatment to certain areas. Wodalski indicated he would draft a policy and bring it back to the committee for review before finalizing.

F. Reports.

14. Deputy Director, Public Works.

- Wodalski reported the LED light fixtures will be delivered this week and will likely start being installed next week.
- Yard waste pickup started today. The map was modified to have 1 day pickup routes. Staff will be using their computer tablets to identify how many residents utilize the program.
- In April the street operations staff was helping the traditional park department staff with a backlog of items that weren't getting completed. We are trying to work more efficiently by using manpower where and when they are needed.
- Submitted the grant for the Volkman Street path to connect the Junior High School to the Rothschild path on Volkman Street and Rothschild did the same. Hopefully both communities will get funding and we will be able to get the project completed next year.
- Staff met with a representative from Bruce Municipal Equipment to discuss our needs of an all in one truck (leaf truck, plow truck, dump truck configuration). Bruce Equipment will get back to us with a cost. The annual maintenance on our current leaf truck is about \$15,000 and has a history of breaking down when we need it.
- National Public Works Week is coming up later this month. On Saturday May 21st we will have several staff and pieces of equipment at the Farmer's Market. We will hopefully have the opportunity to educate the visitors.
- Staff attended excavation safety class satisfying the requirements for competent person training.

15. Director, Public Works and Utilities.

- Donner reported he is working on formalizing a main extension policy when participating with developers.
- We have a utility company that has been asking for permits throughout the state. WITN (Wisconsin Telecommunications Network) they are proposing to install a 120-foot tall mono-pole to be installed in the right-of-way. They have submitted two applications to Weston. Donner thought one application should be sent to Marathon County Highway Department for the pole they would like to place near the intersection of County Road J and Christie Lane. The other application was on Concord Avenue. There were concerns on size of the pole, depth of bury, potential interference with future utility work, etc. Other communities are asking the same questions. The League of Municipalities has a model ordinance that would cover some of these utility issues. We are planning to reject the applications and list the reasons. We can then update our right-of-way policy and review a re-submitted permit under the new ordinance.
- Following up on sewer back-ups. The typical sewer back-up claim results in a recommendation to disallow the claim. This then requires any claimant who wants to pursue this further to do so in circuit court. We received a quote from our insurance provider

(Spectrum Insurance) for no fault sewer back-up insurance at \$26,733 annually. Donner thought we might want to consider this at budget time. The rates are based on population and if there are other issues in the system.

- Staff has been working with JSD Professional Services on reviewing reports on the master plan study "Camp Phillips at 29." DNR had some feedback on more wetland delineation required. The Camp Phillips corridor open house is scheduled for May 9th.
- A letter went out Friday regarding our effort to control access on Weston Avenue going forward. We are declaring Weston Avenue to be an arterial street. We are also working on a connection between Transport Way and Weston Avenue. The property owners on the south side of Weston Avenue between Von Kanel Street and Camp Phillips Road and also off Transport Way were notified of our desire to create a right-of-way plat and a preliminary design of a street so we can work toward a rear access eliminating direct access to Weston Avenue.
- Updating personnel issues with wage and comp plans. We are planning to do reviews in May.
- Excavation competent person training with Fehr Graham took place April 22. The second phase of required safety training is scheduled for May 11 and May 12.
- We are short on utility staff with a member being out on medical leave.
- The water utility started its spring system wide flushing.
- We also have had a surge of second meter installations for irrigation.

16. Report from Administrator. None.

G. Communications and Recommendations from Committee Members. None.

H. Set next meeting date and discuss items for next agenda - Monday, June 6, 2016 @ 4:30 p.m.

I. Adjourn.

Ziegler adjourned the meeting at 5:18 p.m.

Donna Van Swol, Utility Clerk

**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

June 6th, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – D.6.**



Date	Permit Number	Applicant	Customer Name	Service Address	Plumbing Contractor
5/31/2016	LCON-5-16-6754	Reedy Builders	Reedy Builders	9403 Newberry Dr	Elite Plumbing Plus

**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

June 6th, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – E.7.**



**Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review**

**REQUEST FROM: MICHAEL WODALSKI; DEPUTY DIRECTOR OF PUBLIC WORKS
KEITH DONNER; DIRECTOR OF PUBLIC WORKS**

**ITEM DESCRIPTION: RECOMMEND AWARD OF E EVEREST STREET CONNECTION TO
RIDGEVIEW SUBDIVISION PROJECT**

**DATE/MTG: PROPERTY & INFRASTRUCTURE COMMITTEE; MONDAY, JUNE 6, 2016
VILLAGE BOARD OF TRUSTEES MEETING; MONDAY, JUNE 6, 2016**

POLICY QUESTION: Should the Property and Infrastructure Committee/Village Board recommend/award the E Everest Street Connection to Ridgeview Subdivision Project to PGA, Inc. for a total bid price of \$96,670.00?

RECOMMENDATION TO: I make a motion to recommend/award the E Everest Street Connection to Ridgeview Subdivision Project to PGA, Inc. for a total bid price of \$96,670.00.

LEGISLATIVE ACTION:

- | | | |
|---|---------------------------------------|-------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Resolution |
| <input checked="" type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | |
| | <input type="checkbox"/> Proclamation | |
-

FISCAL IMPACT ANALYSIS:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Budget Line Item: | CIP: Connect Ridgeview Subdivision to E Everest Avenue |
| <input type="checkbox"/> Budget Line Item: | |
| <input checked="" type="checkbox"/> Budgeted Expenditure: | \$77,000 total project (\$60,000.00 CIP; \$12,000 Water; \$5,000 Stormwater) |
| <input type="checkbox"/> Budgeted Revenue: | |
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- | | |
|--|-----------------------------|
| <input checked="" type="checkbox"/> WI Statute: | 61.54: Public Works Bidding |
| <input type="checkbox"/> WI Administrative Code: | |
| <input type="checkbox"/> Case Law / Legal: | |
| <input type="checkbox"/> Municipal Code: | |
| <input type="checkbox"/> Municipal Rules: | |
-

PRIOR REVIEW:

Project was approved at the 8/3/2015 Meetings of the Property & Infrastructure Committee and Board of Trustees

BACKGROUND:

In an effort to improve connectivity in the Village and eliminate one existing and one proposed cul-de-sac, Village staff had recommended that when the time came to complete the Ridgeview Subdivision that the connection to E Everest Ave be made. This recommendation was approved in August 2015 by the Board of Trustees.

Supplemental Briefer for Agenda Items under Consideration?

Attachments

Bid Recommendation from MTS; Bid Tab; Page from Budget Book; 8/3/15 Meeting Minutes; RFC from KED on 8/3/2015

**Village of Weston Wisconsin
PROPERTY & INFRASTRUCTURE COMMITTEE/VILLAGE BOARD BRIEFER
Michael Wodalski; Deputy Director of Public Works**

Date: Monday, June 6, 2016

Re: E Everest Street Connection to Ridgeview Subdivision

1. Policy Question:

Should the Property & Infrastructure Committee/Village Board of Trustees recommend/award the E Everest Street Connection to Ridgeview Subdivision Project to PGA, Inc. for a total bid price of \$96,670.00?

2. Purpose:

The purpose of constructing the construction project is to provide additional connectivity for the Village's potable water system as well as the street system. The connection of the street will eliminate the cul-de-sac at the end of E Everest Ave as well as prevent a cul-de-sac from being built at the end of Tower Ridge Pl.

3. Background:

Attached is the Request for Consideration from Director Donner from the meetings in August of 2015 which laid out a lot of the historical information regarding this subdivision and the Complete Streets Policy that was adopted by the Village of Weston.

In addition to the information included in Director Donner's report from 2015, Denyon Homes has begun construction on the remainder of the subdivision last fall and this spring. Currently their contractor is repairing bad areas in the road where the clay sub-base has pushed through and into the base course and that material is being replaced with breaker run and then new base course. The street is currently prepped for curb and gutter to be poured, likely the week of June 6th. The remainder of the street will be completed throughout the summer.

4. Issue Analysis:

The main issue at hand is awarding the contract which came in over budget, as such discussion on the issue is in section 5. Fiscal Impact.

5. Fiscal Impact:

The Village of Weston had budgeted \$77,000 for the total project, split between \$60,000 from the CIP, \$12,000 from the Water Utility and \$5,000 Stormwater Utility. The project bid tab is attached, but in summary the bids received were:

Contractor	Street Costs	Water Costs	Storm Costs	Total Costs
PGA	\$77,870.00	\$12,320.00	\$6,480.00	\$96,670.00
James Peterson	\$70,782.84	\$19,390.61	\$7,465.07	\$97,638.52
Switlick	\$87,202.50	\$15,422.00	\$7,608.00	\$110,232.50

PGA was the low bidder with a total project cost of \$96,670.00. As compared to the budget, the water costs were fairly close with only a \$320 deviation and the storm sewer costs were also within the same ballpark

with a difference of \$1,480. The area that was off the mark the most was the street costs which came in \$17,870 over budget. As noted in the bid letter furnished by MTS Consulting Engineers, the likely overages for street costs are due to the small quantities of traditional bid items which led to higher than typical quantity prices.

In order to make up for the overages, staff is recommending that some of the savings from the grant the Village received for the LED Street Lighting be applied to cover the extra costs on this project. The street lighting project received a \$75,000 grant and as such, has created a roughly \$65,000 cushion in the CIP fund for 2016 (cushion is less than the \$75,000 grant due to the project coming in roughly \$10,000 over initial estimate). It appears that the CIP budget is able to absorb the extra \$17,870 in that \$65,000 savings from the street light conversion project.

6. Statutory Reference:

Wis. Stat. § 61.54 describes the requirements for public works bidding, in which this project was required to be bid as it exceeded the \$25,000 threshold.

7. Prior Review:

- 8/3/2015 Property and Infrastructure Committee Meeting
- 8/3/2015 Village Board of Trustees Meeting

8. Attachments:

- Bid Recommendation from MTS
- Bid Tab
- Page from Budget Book
- 8/3/15 PIC Meeting Minutes
- 8/3/15 BOT Meeting Minutes
- 8/3/15 Request for Consideration from Director Donner

9. Policy Choices:

- 1) To recommend the contract be awarded to PGA Inc.
- 2) To recommend the bids be rejected and the project be rebid
- 3) To recommend the project not be constructed at this time

10. Recommendation:

I recommend the project be awarded to PGA Inc. with the overages in costs being paid for by the savings from the LED Street Lighting Project.

11. Legislative Action:

I move to recommend/award the project to PGA Inc. for a total project cost of \$96,670.00 with any project cost overages being paid for by the savings from the LED Street Light Project.

MTS

Marathon Technical Services LLC
404 Franklin
Suite 1
Wausau, WI 54403

Consulting Engineers
Municipal Infrastructure, Site Design and Commercial Building Design

2016-05-31

Mr. Keith Donner
Village of Weston
5500 Schofield Ave.
Weston, WI 54476

RE: Tower Ridge Place – Crestridge Drive to East Everest Ave.

Dear Mr. Donner,

On behalf of the Village we collected bids on the proposed 300 foot street connection between the Ridgeview Subdivision and the existing East Everest cul de sac. On May 26, 2016 three bids were submitted and read aloud in the Village Board Room. We checked all extensions and found no errors, the bid totals were correct as read, ranging from \$96,670 to \$110,232.50. A copy of the bid tabulation is attached.

The low bidder is PGA Inc., in the amount of \$96,670.00.

In 2014 and 2015 when the planning for the completion of the Ridgeview subdivision was on going, we had a budget estimate of \$65,000 for this street connection. After completing the final plans our pre-bid opinion of the construction cost was \$92,362.50. While the basic scope of the project did not change, there were a number of minor changes that have added to the cost (a 50% increase in CABC thickness, sidewalks and street trees for example). In addition to the detail changes the project does not fit well for many of the typical general sewer/water/street contractors. There is very little pipe work for the typical municipal infrastructure contractor, so the response was low. There is more concrete and blacktop work, but those contractors are more often subcontractors and not prime bidders. The quantities of concrete work are limited, so unit prices are a bit higher than typical for a larger project.

We would recommend award of the project to the low bidder PGA Inc.

Please contact us if there are any questions. We will prepare contract documents after an award of the project.

Sincerely;

Mark W. Thompson

Cc: Michael Wodalski

DEMOLITION				PGA		JPS		Switlick		Pre-Bid	
ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL PRICE						
1	Remove curb/gutter & haul to Ryan St Approx 425 lin. Ft.	Lump Sum	1	1200.00	1,200.00	302.15	302.15	1000.00	1,000.00	850	850
2	Remove concrete driveway apron & haul to Ryan St Apprx 35 sq. yds.	Lump Sum	1	400.00	400.00	12.56	12.56	250.00	250.00	300	300
3	Remove Bituminous pave. & haul to Ryan St. Approx 1,100 sq. yds.	Lump Sum	1	1100.00	1,100.00	946.68	946.68	1500.00	1,500.00	700	700
4	Remove CABC & haul to Ryan St. Approx. 250 cu. Yds.	Lump Sum	1	2000.00	2,000.00	3050.25	3,050.25	1500.00	1,500.00	750	750
5	Clear & Grub Approx. 600 sq. yds.	Lump Sum	1	1200.00	1,200.00	1000.00	1,000.00	2500.00	2,500.00	500	500
6	Abandon type 3 inlet box	Lump Sum	1	500.00	500.00	200.00	200.00	500.00	500.00	200	200
7	Abandon 1" water service (close corp & remove box)	Lump Sum	1	200.00	200.00	350.00	350.00	400.00	400.00	2000	2,000.00
Demolition - Subtotal					6,600.00		5,861.64		7,650.00		5,300.00

WATERMAIN											
ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL PRICE						
1	14X8 Full Band SS Tapping Saddle	Ea.	1	2000.00	2,000.00	3332.25	3,332.25	2500.00	2,500.00	2500	2,500.00
2	8 inch valve w/ box	Ea.	1	1600.00	1,600.00	1572.50	1,572.50	1800.00	1,800.00	1800	1,800.00
3	Furnish & Install 8" DI watermain w/granular bedding & intial backfill	Lin. Ft.	193	40.00	7,720.00	74.02	14,285.86	54.00	10,422.00	60	11,580.00
4	Performance testing (pressure, continutiy & bac-t)	Lump Sum	1	1000.00	1,000.00	200.00	200.00	700.00	700.00	1000	1,000.00
Watermain - Subtotal					12,320.00		19,390.61		15,422.00		16,880.00

STORM SEWERS											
ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL PRICE						
1	Replace Type 3 inlet box with ST MH 32 w/ fr& cov	Lump Sum	1	1200.00	1,200.00	1415.39	1,415.39	1600.00	1,600.00	2500	2,500.00
2	Furnish & install type 3 inlet box	Ea.	2	1000.00	2,000.00	1067.93	2,135.86	1800.00	3,600.00	1300	2,600.00
3	Furnish & Install Type H frame & Cover	Ea.	2	1000.00	2,000.00	688.75	1,377.50	500.00	1,000.00	700	1,400.00
4	Furnish & Install 12" RCP catch basin lead	Lin. Ft.	32	40.00	1,280.00	79.26	2,536.32	44.00	1,408.00	60	1,920.00
Storm Sewers - Subtotal					6,480.00		7,465.07		7,608.00		8,420.00

SITE WORK											
ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL PRICE						
1	Furnish & Install Silt Fence	Lin. Ft.	350	3	1,050.00	2	700.00	2	700.00	2.5	875.00
2	Furnish & Install Tracking Pad	Ea.	1	1000.00	1,000.00	800.00	800.00	700.00	700.00	1500	1,500.00
3	Furnish & Install Type C Inlet Protection	Ea.	2	40.00	80.00	30.00	60.00	50.00	100.00	150	300.00
4	Furnish & Maintain Traffic Control	Lump Sum	1	750.00	750.00	500.00	500.00	7000.00	7,000.00	500	500.00
5	Sawcut Exist. Pavement and Curb and Gutter	Lin. feet	75	4.00	300.00	3.00	225.00	4.00	300.00	5	375.00
6	Shape to subgrade	Per Sta.	3.00	1500.00	4,500.00	500.00	1,500.00	2500.00	7,500.00	1000	3,000.00
7	Furnish & Install EBS	Cy. Yds.	40.00	45.00	1,800.00	12.85	514.00	25.00	1,000.00	25	1,000.00
8	Furnish & Install 1.25 inch dense CABC 12" thick	Cu. Yds.	450	20.00	9,000.00	20.50	9,225.00	24.00	10,800.00	20	9,000.00
9	Furnish & Install 24" concrete curb and gutter	Lin. feet	610	16.00	9,760.00	15.75	9,607.50	14.00	8,540.00	10	6,100.00
10	Furnish & Install 3-LT58-28S Asphalt Binder Course,	Tons	90	78.00	7,020.00	79.44	7,149.60	76.00	6,840.00	85	7,650.00
11	Furnish & Install 3-LT58-28S Asphalt Wear Course,	Tons	85	78.00	6,630.00	79.44	6,752.40	76.00	6,460.00	85	7,225.00
12	Furnish & Install 4" CABC for sidewalk	Cu. Yds.	30	32.00	960.00	37.91	1,137.30	30.00	900.00	30	900.00
13	Furnish & Install 6" CABC for driveway apron &	Cu. Yds.	15	32.00	480.00	37.91	568.65	30.00	450.00	30	450.00
14	Furnish & Install 4" concrete sidewalk	Sq ft.	2,400	4.80	11,520.00	4.62	11,088.00	4.75	11,400.00	3	7,200.00
15	Furnish & Install 6" concrete sidewalk and drive apron	Sq ft.	575	5.60	3,220.00	5.25	3,018.75	5.50	3,162.50	4.5	2,587.50
16	Furnish & Install 2x3 Iron Detectable Warning Fields	Ea.	2	300.00	600.00	262.50	525.00	350.00	700.00	250	500.00
17	Topsoil, fert, seed, & mulch	Sq yds	2,000	4.5	9,000.00	4.2	8,400.00	5	10,000.00	4.5	9,000.00
18	Furnish & Install street trees	Ea.	6	600	3,600.00	525	3,150.00	500	3,000.00	600	3,600.00
Site Work - Subtotal					71,270.00		64,921.20		79,552.50		61,762.50

Total					96,670.00		97,638.52		110,232.50		92,362.50
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VILLAGE OF WESTON
2016 CIP BUDGET REQUEST
AND 2017 FINANCIAL PLAN
PROGRAM COMMENTS

Department/Office: Finance	Budget: Capital Improvements Fund
Program: Capital Projects Funds	Submitted by: Keith Donner/John Jacobs

CAPITAL IMPROVEMENTS FUND
2016 Capital Improvements Program (CIP) Budget – 2017 Financial Plan

PUBLIC WORKS & PARKS

DEPARTMENTS:

	<u>Total Cost</u>	<u># of Years Financed</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Estimate</u>
Public Works - New Plow Truck	\$ 166,712	5	\$ -	\$ 41,678	\$ 41,678
Public Works - End Loader with Wing/Plow <i>Additional Portion Funded in Refuse/ Recycling Fund (2015 budget amount = \$64,632)</i>	\$ 48,456	3	-	16,158	16,152
Public Works - Replace Plow Truck #9	\$ 204,230	5	-	42,000	40,846
Public Works - Replace Pickup Truck #59	\$ 32,863	1	-	31,000	32,863
Public Works - Replace Dump Truck #25 <i>100% Funded by Refuse/Recycling Fund (2015 budget amount = \$33,909)</i>	\$ -	5	-	-	-
Parks - Ball Diamond Machine	\$ 22,768	1	-	20,000	22,768
Public Works - Replace Excavator #23 <i>Additional Portion Funded in Refuse/Recycling Fund (2015 budget amount = \$23,500) Additional Portion Funded in Water Utility Fund (2015 budget amount = \$4,700)</i>	\$ 135,105	5	-	18,800	-
Public Works - New Street Sweeper	\$ 176,465	5	-	50,000	35,293
Less: Estimated Trade-In Values on Equipment	\$ -	1	-	(48,370)	-
Parks - Canoe Launch Facility	\$ 147,000	1	-	147,000	147,000
Public Works - Kmiecik Culvert/Bridge Replacement	\$ 65,000	1	-	100,000	65,000
Public Works - Transport Way Reconstruction	\$ 35,000	1	-	-	35,000
Public Works - Schofield Ave./Ryan to CTH J (WDOT invoice balance)	\$ -	1	-	20,629	-
Public Works - Pedestrian Bridge (WDOT invoice balance)	\$ -	1	-	4,017	-
Plow Truck #60	\$ 210,000	5	-	-	-
Snow Blower to replace 1957 Snow Blower	\$ 165,000	3	-	-	-
Parks Mower #143 (11-foot mower)	\$ 55,000	1	-	-	-
Staff Vehicle (Conferences, Meetings, etc.)	\$ 28,000	1	-	-	-
Connect Ridgeview Subdivision to E. Everest Avenue	\$ 60,000	1	-	-	-
(Total = \$77,000; \$60,000 - CIP Fund; \$12,000 - Water; \$5,000 - Stormwater)					
Convert Village-owned Street Lights to LED	\$ 110,000	1	-	-	-
Purchase Lot - Transport Way for Road Connection	\$ 120,000	1	-	-	-
Municipal Center Facilities Assessment Study	\$ 105,000	1	-	-	-
Birch Street Multi-Use Path Extension	\$ 6,215	1	-	-	-
Plow Truck #17 (just Truck Chassis)	\$ 140,000	5	-	-	-
Parks Mower #115 (72-inch mower)	\$ 25,000	1	-	-	-
Parks Walk-Behind Mower #142	\$ 5,500	1	-	-	-
Multi-Purpose Mower/Blower #113	\$ 120,000	3	-	-	-
Parks Zero Turn Mower	\$ 22,000	1	-	-	-
Plow Truck #69	\$ 210,000	5	-	-	-
One-Ton Pickup Truck #21	\$ 22,500	1	-	-	-
Grader	\$ 325,000	5	-	-	-

Village of Weston
Property & Infrastructure Committee Minutes

Meeting: Property & Infrastructure Committee
Date/Time: Monday, August 3, 2015 @ 4:30 p.m.
Location: Village Hall (5500 Schofield Avenue) – Board Room

Members present were Jon Ziegler, Kevin Ostrowski, Neal Adams, and Mark Porlier. John Jensen was absent. Also present were DPW Keith Donner, Michael Wodalski, Jennifer Higgins, Mark Thompson, Hooshang Zeyghmi, Patrick and Cheryl Kelly, Heath Tappe, and Donna Van Swol. Loren White arrived later.

A. Call to Order of the Properties and Infrastructure Committee. Meeting was called to order at 4:32 p.m. by Chairman Ziegler.

B. Comments from the Public on Matter Pertaining to Committee Business. Cheryl Kelly, 4415 East Everest Avenue. Kelly said she had sent an e-mail to the Village Board members on Saturday. She stated she represented the residents on E Everest Avenue. The residents object to connecting Tower Ridge Place (Ridgeview Subdivision) to E Everest Avenue. Kelly did not agree with DPW Donner's recommendation that the Village pay 100% of the connection cost estimated at \$70,000. Kelly made reference to a memo from Mark Thompson of Marathon Technical Service that Denyon Homes is not interested in participating financially in the project. Thompson made reference in the memo that there seems to be fear some residences (and others) may take advantage of a more direct route to Camp Phillips Road and STH 29 causing an increase in traffic. Kelly stated she understood that there are 22 more single family lots to be developed in the subdivision. Kelly said at the completion of the project the subdivision would have ingress/egress at two locations (E. Jelinek Avenue and Von Kanel Street) without making the connection at E. Everest Avenue, and she feels this is sufficient.

Heath Tappe, owner of Denyon Homes, 5309 Schofield Avenue addressed the committee saying he is trying complete the subdivision economically. Tappe made reference to the new "complete streets policy" making the cost go up for this development by about \$4,000 per lot (for the improvements within the Ridgeview Subdivision). Taking on additional expense outside the development will make his development uneconomical.

C. Presentations. None.

D. Approval of Previous Meeting Minutes from 7/6/2015.

**M/S/P Adams/Porlier: to approve the minutes for the meeting of July 6, 2015 as presented.*

E. Consent Items.

1. Approve Water/Sewer Permit LCON-7-15-6102.

**M/S/P Porlier/Adams: to approve water/sewer permit LCON-7-15-6102.*

F. New Business.

1. Ergonomic Analysis Recommendation Related to Work Tasks for Public Works & Utilities. Donner reported Ministry Medical Group (MMG) has reviewed some of the village's procedures. Historically we have simply expected people to adapt to the needs of a job task. The job function test caused us to step back to examine our expectations. As the department prepared for two new hires in November 2014, a job functions test was developed. MMG feels lifting 40 – 50 pounds routinely is all that should be asked. Donner included a spreadsheet describing strategies for each of 10 work tasks that staff does routinely (e.g. lifting a manhole cover, setting a fire hydrant meter, etc.). The general strategy is to first try to eliminate tasks by engineering inappropriate/risky

movements out, second obtain proper tools to minimize risk exposure, and third modify procedures if neither of the first two options can be done. There is a lot of detail in the report that needs to be reviewed by staff and develop proper procedures and reduce potential risks detailed among recommendations.

****M/S/P Porlier/Adams: to recommend to the Board of Trustees to accept the ergonomic analysis and direct DPW Donner to develop/implement policies and procedures consistent with the recommendations.***

2. **Capital Equipment Purchase – Wheeled Excavator.** Wodalski reported this piece of equipment was scheduled to be purchased this year. This equipment will be funded by Refuse/Recycling fund, Capital Equipment fund, and Water/Sewer Utilities. Staff preferred the CAT over the Volvo. We are looking at a 5 year loan on the piece of equipment. The recommendation is to purchase the CAT at a cost of \$311,850.

Dealer	Base Price	Add-Ons	Total Price
FABCO – CAT	\$ 306,350	\$ 5,500	\$ 311,850
Aring – Volvo	\$ 269,500	\$ 35,560	\$ 305,060

****M/S/P Porlier/Adams: to recommend to the Board of Trustees to purchase the FABCO Wheeled Excavator by CAT at a cost of \$311,850.***

3. **FY 2015 and FY 2016 Capital Equipment Purchases.** Wodalski briefly summarized the fiscal year equipment purchases for 2015 and 2016 for the Village, Utilities, and SAFER.

****M/S/P Porlier/Ziegler: to acknowledge the 2015 and 2016 fiscal year capital equipment purchases.***

4. **Approve Plans for Proposed Anastasia Drive.** Donner reported this is off of Shorey Avenue about 1/3 mile east of Heeren Street, formerly known as Carisbrooke Drive. The original proposal for this approximately 70 acres was to be for single family lots known as Carisbrooke Estates. The current proposal is to carve up into some larger lots starting with four lots by certified survey map. It is proposed to include a public street dedication. We are willing to approve a rural street section development. There could be more land divisions as this tract may be developed in the future. There is the ability to get another connection back out to Shorey Avenue and potentially connect to some additional developable land to the east. There would be a cul-de-sac for the time being. The village would not be taking on any additional expense except for additional street to plow.

****M/S/P Ostrowski/Adams: to recommend to the Board of Trustees to accept the plans for the proposed Anastasia Drive.***

5. **Recommend the Plan Commission and Board of Trustees Accept the Proposed Street Right-Of-Way to be Named Anastasia Drive, Conditioned on completion of the Public Improvements in Accordance with the Approved Plans.** Donner reported provided the developer would construct the development according to the plans to recommend to the Plan Commission that the right-of-way for Anastasia Drive be accepted.

****M/S/P Ostrowski/Adams: to recommend to the Plan Commission to approve the proposed street right-of-way to be named Anastasia Drive provided public improvements are completed in accordance with the approved plans.***

6. **Water Main Easement to Rothschild on Foremost Property.** Donner reported the Village of Rothschild has requested an easement so they can install a water main parallel to the railroad tracks on Business Highway 51. This property is owned by the Village of Weston and leased to Foremost Farms. The Village has a municipal well, a water tower, and a small distribution system

on that site serving Foremost and Rib Mountain Metropolitan Sewerage District. About a year ago Donner had discussions with Tim Vergara about a long term plan on how we would serve Foremost Farms with our single well. We have regular maintenance events with this well due to water quality. At this point we are unsure if Foremost is going to continue to rely on water for all of their cooling. Donner thought it was in our best interest to cooperate and grant the easement subject to review by our legal counsel, confirm that it will not interfere with anything on the Foremost property, and Rothschild has a valve on the water main plan to be able to isolate either of their parallel mains and serve Foremost without an extended interruption if Foremost well were out of service.

****M/S/P Adams/Ziegler: to recommend to the Board of Trustees to grant an easement to the Village of Rothschild subject to conditions outlined by DPW Donner.***

7. **Details of Maintenance Responsibility for Schofield Avenue at Schofield / Weston Corporate Boundary (as a clause in future Intergovernmental Agreement).** Donner reported he met with Mark Thout, the new Director of Public Works for Schofield. Schofield asked about some maintenance they proposed on Schofield Avenue west of Normandy Street. The Schofield/Weston corporate boundary map shows Schofield Avenue west of Normandy Street. Informally Normandy Street has always been recognized as the dividing line for Schofield Avenue street maintenance obligations of Schofield and Weston. Schofield has been responsible west of Normandy Street. As a tradeoff Weston has completed the snowplowing on Schofield Avenue going through the intersection west of Business Highway 51 and turning around at the first median break on Schofield Avenue. There are other boundary streets with similar situations (Alderson Street, Pine Street, etc.). It was Donner's hope that we would not address these issues piecemeal but there was a current question of \$14,000 for concrete pavement maintenance on Schofield Avenue west of Normandy Street. Recognizing Normandy Street as the boundary with Schofield takes care of pavement maintenance including curbs and Weston taking care of mainline snowplowing and snow removal. Donner recommended we continue in this way. Schofield has agreed to the status quo and to work towards developing an intergovernmental agreement.

****M/S/P Adams/Portier: to recommend to the Board of Trustees to continue to pursue an intergovernmental agreement with Schofield based on past practices.***

8. **Approval of Plans for Ridgeview Subdivision.** Donner reported the Kelly's had sent an e-mail to the Village Board members outlining the request of the residents. Staff was not provided a copy of this letter. Donner stated some difference of interpretation of Mark Thompson's letter. There is a traffic circle proposed to slow down traffic and hopefully deter traffic. Donner recommends approval of the plans submitted for the Ridgeview Subdivision with the complete streets concept and to make the connection to East Everest Avenue. Portier added the connection is also for public safety. At the last meeting the plans were not clearly approved.

****M/S/P Portier/Adams: to recommend to the Board of Trustees to approve the plans for the Ridgeview Subdivision as submitted.***

9. **Draft Comprehensive Plan Chapter 10 Community Facilities and Utilities.** Donner reported this information was provided for the committee to review for comment. Higgins added this is a 30 year plan and would be reviewed every 10 years. The goal is to approve the entire plan in 2016. This draft came straight from the consultant and at this point staff hasn't made any comments yet.
10. **Draft Comprehensive Plan Chapter 11 Transportation.** Donner reported this information was provided for the committee to review for comment. Higgins added the public official map must go through a public hearing.

G. Reports.

1. **Deputy Director, Public Works.** Wodalski reported the Kmiecik culvert placement likely will be done by the end of the month, chip sealing to start next Monday on the main thoroughfares, work started today on Transport Way, some street valves will be replaced as part of some street maintenance projects in Rothschild, we are currently getting quotes on pavement marking and also corresponding with Kronenwetter on the possibility of borrowing/renting their pavement marking equipment, some grading work has been completed at Yellowbanks Park to make river access easier for canoeing and kayaking, the twin culverts were replaced on River Bend Road, staff connected a footing drain from a home on Warwick Drive that caused severe icing issues last winter.
 2. **Director, Public Works and Utilities.** Donner reported we continue to do follow up on the situation with material plugging the sewer on Ross Avenue downstream of an industrial customer. Included with the meeting materials was a letter from Dennis Helke of Wausau Wheelers he was pleased with the results of pavement patching in Weston for the bicyclists. Also included with the meeting materials was letter to the Editor from Schofield Mayor Hoehn thanking Weston for allowing their detoured traffic to Alderson Street while reconstructing Metro Drive.
 3. **Administrator.** None.
- H. **Communications and Recommendations from Committee Members.** None.
- I. **Set next meeting date and discuss items for next agenda - Tuesday, September 8 @ 4:30 p.m.**
- J. **Adjourn.**

**M/S/P Porlier/Adams: to adjourn at 5:45 p.m.*

Submitted by,

Donna Van Swol
Utility Clerk

VILLAGE OF WESTON

MEETING MINUTES

Meeting of: **BOARD OF TRUSTEES**

Members: **Ermeling {c}, Berger, White, Jaeger, Ostrowski, Schuster, Ziegler**

Location: **Weston Municipal Center (5500 Schofield Ave) – Board Room**

Date/Time: **Monday, August 3 @ 6:00 P.M.**

1. Opening of Session.

- A. Meeting called to order by President Ermeling at 6:00 p.m.
- B. Pledge of Allegiance to the Flag.
- C. Clerk will take attendance and/or roll call.
- D. Request for silencing of cellphones and other electronic devices.
- E. Acknowledgment of visitors if any.

Ermeling called the meeting to order at 6:00 p.m. Present: Ermeling, Schuster, Ostrowski, Ziegler, Jaeger, Berger and White. Administrator Guild, Director of Public Works Donner, Deputy Director of Public Works Wodalski, Clerk Weinkauff, Finance Director Jacobs, Planning and Development Director Higgins, Taxpayer Relations Coordinator Hodell, Chief Sparks and Deputy Fire Chief Savage were also present. There were approximately 30 audience members present.

2. General comments from the public.

Ermeling asked for comments. Cheryl Kelly, 4415 E. Everest Avenue, indicated she was speaking on behalf of all the residents on E. Everest Avenue. She said a letter was submitted to the Village, signed by all the residents, requesting to go on record as opposing the proposed connection of East Everest Avenue to Tower Ridge Place/Ridgeview Subdivision. She referred to a memo from Mark Thompson with MTS indicating Denyon Homes is not interested in participating financially in the connection. The memo also stated the residents expressed an interest in not having the connection because it would cause extra traffic and increased speed through the area. Mrs. Kelly said their concern is for the safety of the neighborhood. They are not a transient neighborhood. Upon completion of the Ridgeview subdivision the residents, even without the connection, would still have two points of access to include Jelinek and Von Kanel. She also said she reviewed the Complete Streets policy and there is no indication that connecting these streets is a big deal. She also talked about the connection causing speeding issues. She commented they enjoy living in the neighborhood and asked the Board to allow them to continue having a cul de sac in their neighborhood.

Heath Tappe, Weston, said he supports the recommendation by staff. He said if the connection is approved, he hopes the Village would be responsible for the costs. They can't pay for any additional expenses outside the current development.

3. Presentations

There were no presentations before the Board.

4. Communications and Committee Reports

- A. Acknowledge receipt of drafted meeting minutes from all standing, non-standing committees.
**M/S/P Schuster/Ziegler: to acknowledge receipt of the drafted meeting minutes from all standing, non-standing committees.*

5. Consent Items for Consideration.

- A. Acknowledge FY2015 budgeted Village fleet replacement purchase and revised FY2016 replacement schedule.
- B. Acknowledge resignation from Jessica Trautman.
- C. Approve the Board of Trustees meeting minutes from July 20, 2015.
- D. Approve the purchase of a new wheeled excavator.

- E. **Approve plans for Anastasia Drive and accept the proposed street right-of-way to be named Anastasia Drive.**
Discussion and action taken below under item 6. *Items Removed From Consent.*
- F. **Approve Alpine Mobile Home Park license conditions of renewal.**
Discussion and action taken below under item 6. *Items Removed From Consent.*
- G. **Approve Colonial Gardens Mobile Home Park license conditions of renewal.**
Discussion and action taken below under item 6. *Items Removed From Consent.*
- H. **Approve Stillwater Landing Mobile Home Park license conditions of renewal.**
Discussion and action taken below under item 6. *Items Removed From Consent.*
- I. **Approve Weston Manor Mobile Home Park license conditions of renewal.**
Discussion and action taken below under item 6. *Items Removed From Consent.*
- J. **Approve the Village of Weston participating with other municipalities to research the possible creation of a regional Premier Resort Area Tax in the Wausau Metro Area.**
Discussion and action taken below under item 6. *Items Removed From Consent.*
- K. **Approve ordinance amendment to Chapter 10 Animals, Article III, Hunting, Section 10.301.**
- L. **Approve the Temporary Class B Beer and Temporary Class B Wine license for the Business PM Event held at Rennes Health and Rehab Center, 4602 Barbican Avenue.**
- M. **Approve the Cabaret/Entertainment Yearly License for The Cozy Hall, 5707 Business Highway 51, Weston.**
- N. **Approve Operator Licenses.**
- O. **Approve Vouchers.**

**M/S/P Jaeger/White: to approve Consent items 5.A to 5.D and 5.K to 5.O.*

6. Items Removed from Consent.

Item 5E - Approve plans for Anastasia Drive and accept the proposed street right-of-way to be named Anastasia Drive.

White said in the documentation there were several options given and that is why he requested to have this pulled out of Consent Items. Higgins said it was worded wrong on the agenda. She said all the plans need to go before the Plan Commission prior to coming before the Board. Donner said the question before the Board should be approving the plans as recommended by staff. The recommendation by the Property and Infrastructure Committee is to approve the plans as recommended by the Director of Public Works, which is a rural street section, with on pavement pedestrian accommodations, street trees would be provided if the lots are cleared, and the other items were outlined in the staff report. He also said staff looked at how the future connectivity would be created. Ermeling asked about creating another cul de sac. Higgins said it would be a temporary cul de sac. A ghost plat has been completed to show the future street extensions. **M/S/P White/Schuster: to approve the plans for Anastasia Drive and accept the proposed street right-of-way to be named Anastasia Drive.*

Item 5F - Approve Alpine Mobile Home Park license conditions of renewal.

Item 5G - Approve Colonial Gardens Mobile Home Park license conditions of renewal.

Item 5H - Approve Stillwater Landing Mobile Home Park license conditions of renewal.

Item 5I - Approve Weston Manor Mobile Home Park license conditions of renewal.

White asked for the conditions to be summarized. Higgins explained the conditions. Schuster said the Community Life and Public Safety Committee reviewed each of the conditions for the mobile home parks. Staff had written recommendations and that is what they approved. He also added approval is based on the condition the mobile home parks will work with staff to get everything up to code. **M/S/P White/Schuster: to approve Items 5F, 5G, 5H and 5I.*

Item 5J - Approve the Village of Weston participating with other municipalities to research the possible creation of a regional Premier Resort Area Tax in the Wausau Metro Area.

Schuster asked if this was to study the issue. Ermeling said yes. She also said Rib Mountain is looking to create this regional tax and the thought was to have a group of municipalities included. Each municipality on its own would not qualify for the tax. There was a short discussion on the items that can be taxed. Jaeger is not in favor of this tax. White asked if this would be additional tax to the room tax. Guild said yes. Schuster is fine with researching this, but is not in favor of another tax. Berger said the Finance Committee recommended to only research and not apply for this.

**M/S/P White/Berger: to approve working with other municipalities to research the possible creation of a regional*

premier resort area tax. Q/Schuster added the committee or task force has no authority to proceed with any undertakings. White said it's an individual community responsibility.

7. Reports from Departments.

1. Building and Facilities.

No comments.

2. Clerk.

No comments

3. Consultants.

Guild said the Carlson Dettman Employee engagement survey will be presented to staff on August 12th.

4. Fire and EMS.

Savage reported on three significant structure fires. He also said the new ambulance has finally arrived.

5. Finance and Assessor.

Jacobs reported the audit presentation was given to the Finance Committee at their last meeting. The SAFER audit will also be presented sometime in August.

6. Parks and Recreation.

No comments.

7. Planning & Development.

Higgins said emails were sent out of the draft comprehensive plan chapters. She said if there are any comments relating to the draft plans to please forward to her.

8. Police.

Sparks said the Joint Finance Committee approved the Police Department's budget.

9. Public Works and Utilities.

Donner talked about the ergonomic analysis. He also said staff is working with both the City of Schofield and the Village of Rothschild on some intergovernmental relation issues. Staff has also began work on Transport Way.

10. Taxpayer/Village Relations.

Hodell said she continues to work on nuisance issues. She also said the Farmers Market improves each week.

11. Technology Services.

Crowe reported the camera system at Kennedy Park is back up and running.

8. New Business

A. Approve the appeal of conditions for conditional use permit CU-6-15-1518.

Higgins said the Plan Commission held a public hearing and approved this conditional use permit at their meeting in July. She explained the appeal process. She also explained there was new information that was not provided at the hearing. ****M/S/P Schuster/Jaeger: to approve the appeal of conditions for conditional use permit CU-6-15-1518.***

B. Approve plans to complete the Ridgeview Subdivision and to participate financially in the proportion of 100% of the cost to complete the public improvements outside the development in FY 2016.

Guild said this item impacts both the budget and policies of the Village. White said there is no objection to the connection of the storm, sewer, water and sanitary connections that are necessary, but he is not sure there is a definitive need to connect the streets. Donner said the complete streets resolution was adopted and would include the connectivity recommendation. Donner said the Village will most likely have similar issues moving

forward with other developments. He talked about the extra snow removal involving cul de sacs. Guild said as the Village continues to grow, having this connectivity is in the village's best interest. Ermeling asked if this issue affects the Camp Phillips corridor plan. Guild said that plan is not complete. ***M/S/P Schuster/Jaeger: to approve plans to complete the Ridgeview Subdivision, and to participate financially in the proportion of 100% of the cost to complete the public improvements outside the development in FY 2016, per staff recommendation. White, Ostrowski and Berger voted no. Motion passed 4 to 3.**

C. Approve recommendation from Finance Committee of 2016 Pet Licensing Fees.

Guild said the Village participates in an animal control program with the City of Wausau. As part of that participation the Village shares the cost of an animal control officer. The Village also has a joint contract with the Marathon County Humane Society. The City of Wausau is concerned with unaltered pets. They would like to raise the cost for pets that are not altered. They would also like people to microchip their pets. They have asked the Village to adopt a pricing structure to address the areas they thought they were losing money. Ostrowski feels the unaltered license fee increase is a little high. Jaeger is not in favor of the increased fee for having no microchip in the pet. Berger feels the fees are ok. ***M/S/P White/Ziegler: to approve the proposed 2016 Pet Licensing Fees, per the recommendation of the Finance Committee. Ostrowski and Jaeger voted no. Motion passed.**

D. Approve the FY2014 Village financial audit.

White thanked staff for all their time spent on this project. ***M/S/P Jaeger/Ostrowski: to approve the FY2014 Village financial audit.**

9. Report from the Administrator.

Guild said an all staff meeting is scheduled for next week Wednesday at 8:30 a.m.

10. Remarks from Trustees (No actions will be taken as a result of this agenda item).

White referred to an article received by the League of Municipalities involving tax increment districts.

11. Remarks from the President (No actions will be taken as a result of this agenda item).

There was a short discussion on reducing the speed limits in certain areas.

12. Set next meeting date, and discuss items to be included for next Board agenda: Mon, August 17, 2015.

13. Adjourn.

***M/S/P Ziegler/Berger: to adjourn the meeting at 7:20 p.m.**

Respectfully,



Sherry Weinkauf
Village Clerk

August 3, 2015

To: Weston Village Board of Trustees

RE: Connecting East Everest Avenue to Tower Ridge Place
as a part of the Ridgeview Subdivision completion

The undersigned residents of East Everest Avenue wish to go on record as opposing the proposed connection of East Everest Avenue to Tower Ridge Place/Ridgeview Subdivision.

Respectfully submitted:

Patricia M. Kelly	4415 E. Everest Ave.	Weston, WI
Cheryl R. Kelly	4415 E. Everest Ave.	Weston, WI
R. Sabrich Stehly	4410 E. Everest Ave	Weston, WI
Barb Stehly	"	"
Elizabeth Frish	4401 E. Everest Ave	Weston, WI
Jill Hill	4401 E. Everest Ave	Weston, WI
M. M. =	4303 E. Everest Ave	Weston, WI
Don J. Kent	4303 E. Everest Ave	Weston, WI
Malcolm Wink	4211 E. Everest Ave	Weston, WI
Frank Roberts	4207 E. Everest Ave	Weston, WI
David Fahn	4204 E. Everest Ave	Weston, WI
Joni Fahn	4204 E. Everest Ave	Weston, WI
Donald D. Dophe	4308 E. Everest Ave	Weston, WI
Vickie Sawvell	4312 E. Everest Ave	Weston, WI
Liso Gasco	4411 E. Everest Ave	Weston, WI
Zel Yang	4411 E. Everest Ave	Weston, WI

Weston Village Board of Trustees

Resident signatures - August 3, 2015 meeting - Continued from page 1

Jay W. Arndt	4503 E. Everest ^{Weston WI} 54476	Jay Arndt
Barbara A. Arndt	4503 E. Everest Ave. Weston WI	Barbara A. Arndt

Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review

REQUEST FROM: **KEITH DONNER, DIRECTOR OF PUBLIC WORKS AND UTILITIES**

ITEM DESCRIPTION: **RIDGEVIEW SUBDIVISION PLANS AND COST SHARE FOR OFF-SITE IMPROVEMENTS.**

DATE/MTG: **BOARD OF TRUSTEES, MONDAY, AUGUST 03, 2015**

POLICY QUESTION: **Question 1** Should the Board of Trustee approve plans for public infrastructure improvements to complete the Ridgeview Subdivision, as recommended by the Director of Public Works **(PIC and BOT)** and
Question 2 Should the Village participate financially in the proportion of 100% of the cost to complete the public improvements outside the development in FY 2016, currently estimated at \$70,000? **(BOT)**

RECOMMENDATION TO: **Question 1** I move that the Board of Trustee approve plans for public infrastructure improvements to complete the Ridgeview Subdivision, as recommended by the Director of Public Works, **(PIC and BOT)** and
Question 2 I move Village participate financially in the proportion of 100% of the cost to complete the public improvements outside the development in FY 2016, currently estimated at \$70,000. **(BOT)**

LEGISLATIVE ACTION:

- | | | |
|---|------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Reports |
| <input checked="" type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution |
-
-

FISCAL IMPACT ANALYSIS:

- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: _____
-
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statue: _____
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: _____
- Municipal Rules: _____
-
-

PRIOR REVIEW: **Property & Infrastructure Committee 7/06, Finance Committee 7/29**

BACKGROUND: The original platting for Ridgeview Subdivision dates back to 2005. An initial development agreement divided the project into 2 phases. Phase 2 has remained incomplete after the original developer encountered financial difficulties. Water distribution facilities, sanitary sewer and storm sewer mains have all been installed, but streets remain incomplete. The remaining work is to complete the street and storm sewer work. Originally sidewalks, street trees, and connection of streets to Everest Avenue were not included in the requirements. The developer has asked for an exception from the Village's requirements under the Complete Streets resolution adopted earlier this year for the off-site improvements.

- Supplemental Briefer for Agenda Items under Consideration
- Attachments

Village of Weston, Wisconsin
AGENDA ITEM LEGISLATIVE ANALYSIS
Supplemental Briefer for Agenda Items under Consideration

From: Keith Donner, P.E., Director of Public Works & Utilities
Date/Mtg: Thursday, July 30, 2015
Re: Ridgeview Subdivision Approval of Plans and Cost Share for Off-site Improvements

1. Policy Questions:

Question 1: Should the Board of Trustees approve the plans for public infrastructure to complete the Ridgeview Subdivision?

Question 2. Should the Board of Trustee agree to pay 100% of the cost to connect East Everest Avenue to Tower Ridge Place as the Ridgeview Subdivision is completed?

2. Purpose:

The purpose of asking Question 1 is to verify that a proposed subdivision requiring a public street construction and right-of-way dedication, satisfies the Village's requirements for construction standards and does not place a financial burden on Village taxpayers for its initial construction, aside from any agreed upon financial contributions from the Village. Construction of the street to Village standards is intended to maximize the life of the contributed infrastructure and lessen the future financial burden of owning and maintaining the infrastructure.

The second question relates to whether it is in the Village's long term interest to contribute resources to off-site improvements. Current Village policy is to require developers to pay all costs of public infrastructure except for "oversizing" of water and sanitary sewer mains. This may include off-site improvements for streets and storm sewers as well. This topic was discussed at the Property and Infrastructure Committee meeting on 7/6/15. The sentiment, also based on prior discussion at Plan Commission on August 12, 2013, is that the Village should pay for the off-site improvements in this case.

3. Background:

The Ridgeview Subdivision was originally platted in 2005. At the time of initial subdivision improvement there was no mandate for constructing sidewalks or connecting water mains or public streets to Everest Avenue. The development was divided into 2 phases for purposes of completing public infrastructure and issuance of building permits. Phase 1 achieved the necessary level of completion for building permits. Public infrastructure in the form of water distribution facilities, sanitary sewer collection facilities, and storm sewer mains was also completed in Phase 2. However, completion of the street and remaining storm sewer inlets and leads has prevented further building permit issuance. Local developer, Denyon Homes, acquired the remainder of the subdivision in late 2014 or early 2015. The Village Board of Trustees adopted a Complete Streets resolution on June 1, 2015, with the implication of adding the burden of installing sidewalk, street trees, connecting the streets, and a water main loop to East Everest Avenue. The developer has requested an exception from the Complete Streets requirements for the off-site improvements because they were not part of the original development expectations nor was this known to the developer at the time of acquisition by Denyon Homes. Aside from this request for the exception the developer has complied with the complete streets requirements for the on-site improvements by including the extra base course, sidewalks, and street trees in the public infrastructure plans, without objection. The opinion of probable cost for the off-site improvements is ±\$61,000 for construction, \$1,500 for a publicly bid project, \$1,500 for construction administration, and \$6,000 for a contingency for an estimated total of \$70,000.

4. Issue Analysis:

Updated infrastructure plans to complete the subdivision were submitted to the Village on July 15, 2015. The plans have been reviewed by staff and are found to be consistent with the Complete Streets philosophy. The connection of Everest Avenue to Tower Ridge Place as shown on the plans eliminates both the cul-de-sac on East Everest Avenue and a hybrid cul-de-sac at the intersection of Tower Ridge and Crest Ridge. The Village has had a proliferation of cul-de-sac streets over the years and there are now approximately 100 cul-de-sacs in the Village. Developers have promoted the concept that cul-de-sacs are a preferred design for preserving property values and that they make for more peaceful neighborhoods. Residents on East Everest Avenue have expressed this sentiment as a rationale to discourage the Village from making this connection. While it is probably inevitable to see some cul-de-sacs created to maximize the development of property, the lack of continuity to neighborhoods with cul-de-sacs creates maintenance and emergency access issues. The proposed connection will benefit residents on East Everest when major maintenance is performed there in the future in addition to providing more options for travel from the Ridgeview neighborhood.

The current estimate by the developer's engineer indicates the total off-site improvements will cost \pm \$61,000, excluding any professional services costs or contingencies. State statute prohibits municipalities from participating in public construction projects costing \$25,000 or more without going through a public bidding process. Historically, developers have opted to accept the maximum amount of contribution (\$24,999) to avoid public bidding implications to the remainder of their project and to save time. Neither of these issues are a factor for this development. The off-site improvements can be considered as a completely separate project not subjecting the remainder of the work to state prevailing wage requirements (though recent changes in state law have probably eliminated this issue as well). The developer is also not planning to start construction until 2016 since general contractors capable of performing the work indicate being booked through the balance of the year. If the Village participates in the construction of the off-site improvements project in an amount greater than \$24,999 a public bidding process will need to be followed. This is currently not a barrier to the proposed construction. The total estimated cost to accomplish the off-site construction as a publicly bid project is \pm \$70,000 as referenced earlier.

The developer acquired the property with the assumption that the Village would have the same requirements as for the prior developer; that is, without a connection to East Everest Avenue. However, that connection was originally omitted in part due to the need for right-of way to connect to East Everest. This detail was not accomplished until the most recent expansion of the Renaissance Assisted Living and Rehabilitation Center. The required right-of-way was dedicated through a Certified Survey Map (CSM) filed by the Renaissance ownership. At the time of the CSM adoption the sentiment was expressed that the Village should pay for any future connection when the time came.

Additionally, the complete streets requirements were not adopted by the Village until June of 2015. The addition of sidewalk, another 4" of base course, street trees, cross walks, a traffic circle, etc., has resulted in the developer being responsible for approximately \$90,000 of additional cost within the development. The developer has not objected to these costs, only the requirement for the off-site improvements.

Discussion at the Finance Committee included reference to this situation potentially being precedent setting with respect to a policy for subdivisions and off-site improvements in the future. The Director does not feel this situation should be looked upon as precedent setting. The Director's opinion is that the developer's advance understanding of the Village's requirements was substantially different than the current requirements. The Director also feels the benefits of connecting the street justify the Village's participation in the off-site improvements. Future situations involving off-site improvements would normally address the issue of proportional financial participation in the preliminary planning stages of a development. Therefore, in the future the developer will know their financial obligations as they perform their due diligence in property acquisition. The developer in this situation did not have the benefit of knowing the Village's requirements for complete streets while performing their due diligence prior to acquisition of the property. The Director's opinion is that the request for the exception is reasonable, does not extend to on-site improvements, and is not precedent setting.

The Village has an opportunity to facilitate its own stated philosophy (Complete Streets) while also seeing a currently blighted area improved with new single family homes and public infrastructure.

5. Fiscal Impact:

Water main loop costs are estimated at ±\$11,000 with the balance of the costs being for storm sewers, streets and sidewalks. Water utility fund balance can easily accommodate the \$10,000 contribution. The additional \$59,000 would be need to be accommodated through the Village's CIP fund in 2016.

6. Statutory References:

Current statutory restriction is that municipal financial participation in public construction must be publicly bid if the cost is \$25,000 or more. The off-site improvements will have to be publicly bid if there is agreement to participate financially in an amount of \$25,000 or more.

7. Prior Review:

Property and Infrastructure reviewed these two issues on July 6, 2015. There was no action taken on the plans. Action taken with respect to cost share was in the philosophy of paying for 100% of the off-site improvements.

Finance Committee considered the cost share question at their meeting on July 29, 2015. No recommendation was forwarded to the Board of Trustees from the Finance Committee.

8. Policy Choices:

Here are your choices.

Question 1

- A. Move that the Board of Trustees approve the plans for public infrastructure to complete the Ridgeview Subdivision as recommended by the Director of Public Works.
- B. Move that the Board of Trustees approve the plans for public infrastructure to complete the Ridgeview Subdivision as recommended by the Director of Public Works with modifications s.
- C. Move that the Board of Trustees not approve the plans for public infrastructure to complete the Ridgeview Subdivision as recommended by the Director of Public Works.

Question 2

- A. Recommend that the Board of Trustees agree to pay 100% of the cost to connect East Everest Avenue to Tower Ridge Place as the Ridgeview Subdivision is completed.
- B. Recommend that the Board of Trustees agree to pay some other percentage of the cost to connect East Everest Avenue to Tower Ridge Place as the Ridgeview Subdivision is completed.
- C. Recommend that at there be no financial participation in the project.
- D. Other?

9. Recommendation:

Question 1

- A. Move that the Board of Trustees approve the plans for public infrastructure to complete the Ridgeview Subdivision as recommended by the Director of Public Works

Question 2

- A. Recommend that the Board of Trustees agree to pay 100% of the cost to connect East Everest Avenue to Tower Ridge Place as the Ridgeview Subdivision is completed. (This, or any other scenario involving \$25,000 or more of Village participation will require a public bidding process)

10. Legislative Action:

Question 1

I move that the Board of Trustees approve the plans for public infrastructure to complete the Ridgeview Subdivision as recommended by the Director of Public Works

Question 2

I recommend that the Board of Trustees agree to pay 100% of the cost to connect East Everest Avenue to Tower Ridge Place as the Ridgeview Subdivision is completed. (This, or any other scenario involving \$25,000 or more of Village participation will require a public bidding process)

11. Attachments:

Resolution for Complete Streets
Infrastructure plans dated July 15, 2015
Opinion of Cost from MTS Utilities
July 30, 2015 memo from MTS Utilities on behalf of Denyon Homes
August 12, 2013, Plan Commission Meeting Minutes
Other prior meeting minutes

VILLAGE OF WESTON, 5500 Schofield Ave, Weston WI 54476

RESOLUTION OF BOARD OF TRUSTEES

Resolution approving a Complete Streets Policy for the Village and directing staff to develop implementation strategies to increase the usability of all streets for all modes of travel for citizens of all ages and abilities in the Village.

Committee Action: Property & Infrastructure Committee 6/1/15

Fiscal Impact: Unknown as it will be applied case-by-case.

File Number:

Date Introduced: 6/1/2015

RESOLUTION NO. VW-15-14

A RESOLUTION OF THE BOARD OF TRUSTEES PROVIDING FOR A COMPLETE STREETS POLICY AND DIRECTING STAFF TO DEVELOP IMPLEMENTATION STRATEGIES TO INCREASE THE USABILITY OF ALL STREETS FOR ALL MODES OF TRAVEL FOR CITIZENS OF ALL AGES AND ABILITIES IN THE VILLAGE OF WESTON.

WHEREAS, The Village of Weston wishes to ensure that all users of our transportation system are able to travel safely and conveniently on all streets and roadways within the public right-of-way in Weston; and

WHEREAS, a Complete Street is defined as one which provides a safe, convenient, and context-sensitive facility for all modes of travel, for users of all ages and all abilities; and

WHEREAS, the Village of Weston views all transportation improvements as opportunities to connect neighborhoods, calm traffic and improve safety, provide greater access and mobility for users of the public way, and recognizes bicycle, pedestrian, and transit modes as integral elements of the transportation system; and

WHEREAS, complete streets have public health benefits, such as encouraging physical activity and improving air quality, by providing the opportunity for more people to bike and walk safely; and

WHEREAS, complete streets improve access and safety for those who cannot or choose not to drive motor vehicles; and

WHEREAS, complete streets are essential in providing safe routes to school for children; and

WHEREAS, complete streets policies have been adopted legislatively by at least five states, and by at least 36 localities – of which 13 are by local law (resolutions or ordinances); and

WHEREAS, the Village of Weston currently has a limited complete streets policy applying particularly to streets developed in new subdivisions; and

WHEREAS, the Village of Weston has a Sidewalk Map and other programs focused on improving the ability of Weston's streets to meet the travel needs of all users; and

WHEREAS, the concept and principles of complete streets are entirely compatible with the direction and plans embodied in the 2006 Wausau Urban Area Transportation Plan; and

WHEREAS, the concept and principles of complete streets are entirely compatible with the direction and plans embodied in the Transportation Chapter of the Village's draft Comprehensive Plan; and

WHEREAS, it is the desire of the Village of Weston to formalize a commitment to the principles of complete streets for all of our streets;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WESTON, WISCONSIN, that the Village of Weston commits to a Complete Streets Policy which has the following elements:

1. Any roadway in the Village of Weston which is to be newly constructed or completely reconstructed must be designed and constructed to:
 - A. Provide for the safety and convenience of all users of all ages and of all abilities: pedestrians, bicyclists, transit users, and motorists; and
 - B. Address the needs of all users both along roadway corridors and crossing the corridors.
2. Any project in which an existing roadway surface is to be restored or rehabilitated, and any remediation of deficient or non-existent sidewalks, shall be reviewed for the potential of making the roadway a complete street. Consideration shall particularly include proportionality: is the scope of work needed to make a complete street reasonable in relation to the scope of the proposed roadway maintenance or improvement?
3. Sidewalks will be required to be installed in all new subdivisions.
4. Sidewalks will be required to be installed for all new construction and substantial remodels (50% improvement to existing building value) of a structure regardless of if sidewalk is present on either side of the development.
5. Any exception to applying this Complete Streets Policy to a specific roadway project must be approved by the Board of Trustees, with documentation of the reason for the exception.
6. An annual report will be made to the Board of Trustees by the Village Administration showing progress made in implementing this policy.

AND BE IT FURTHER RESOLVED BY THE BOARD OF TRUSTEES OF THE SAID VILLAGE OF WESTON, WISCONSIN, that this Complete Streets Policy will apply to the scoping, design, and construction of projects within our corporate boundary.

AND BE IT FURTHER RESOLVED BY THE BOARD OF TRUSTEES OF THE SAID VILLAGE OF WESTON, WISCONSIN, that the Public Works Department will review current design standards, including the design standards embodied in the most recent version of the subdivision regulations (currently Chapter 74) which apply to new roadway construction, to assure that they reflect the best available design standards and guidelines, and effectively implement the Complete Streets Policy above stated.

AND BE IT FURTHER RESOLVED BY THE BOARD OF TRUSTEES OF THE SAID VILLAGE OF WESTON, WISCONSIN, that these design standards also serve as guidance for all existing roadway rehabilitation, reconstruction, or resurfacing, to the extent that the work required is reasonably proportional to the scale of the proposed rehabilitation, reconstruction, or resurfacing.

AND BE IT FURTHER RESOLVED BY THE BOARD OF TRUSTEES OF THE SAID VILLAGE OF WESTON, WISCONSIN, that application of design standards will be flexible to permit context-sensitive design, fitting the roadway design within the context of the neighborhood, recognizing that all streets are different and user needs will be balanced.

AND BE IT FURTHER RESOLVED BY THE BOARD OF TRUSTEES OF THE SAID VILLAGE OF WESTON, WISCONSIN, that exceptions may be made when:

- The project involves a roadway on which non-motorized use is prohibited by law. In this case, an effort shall be made to accommodate pedestrians and bicyclists elsewhere.
- There is documentation that there is an absence of use by all except motorized users now and would be in the future even if the street were a complete street.
- The scope of the relevant project is limited to maintenance activities intended to keep the roadway in serviceable condition.
- There is sufficient documentation that there is no feasible way to accommodate improvements for non-vehicular traffic with a project's scope.
- There is no documented current or anticipated need for accommodations of non-motorized roadway user or the road is not a current or planned transit route.
- The cost for a particular Complete Street design recommendation would be excessively disproportionate to the need of that particular improvement, with due consideration given to future users, latent demand, and the social and economic value of providing a safer and more convenient transportation system for all users.
- There are documented environmental constraints or an unsafe transportation issue

AND BE IT FURTHER RESOLVED BY THE BOARD OF TRUSTEES OF THE SAID VILLAGE OF WESTON, WISCONSIN, that staff in the Public Works Department be directed to develop ordinances, resolutions, programs, and recommendations for funding to implement the Complete Streets Policy, for consideration by the Village of Weston; and that these shall identify the complete streets needs and recommend a plan to meet those needs, including for sidewalks, throughout the village.

AND BE IT FURTHER RESOLVED BY THE BOARD OF TRUSTEES OF THE SAID VILLAGE OF WESTON, WISCONSIN, that the Board of Trustee commits to including Complete Streets Policy and principles in all future Village plans.

PASSED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WESTON, at a regular meeting thereof, this 1st day of the month of June, 2015.

VILLAGE OF WESTON, a Municipal Corporation of the State of Wisconsin.

By: Barbara J. Ermeling
Barbara Ermeling, Village President

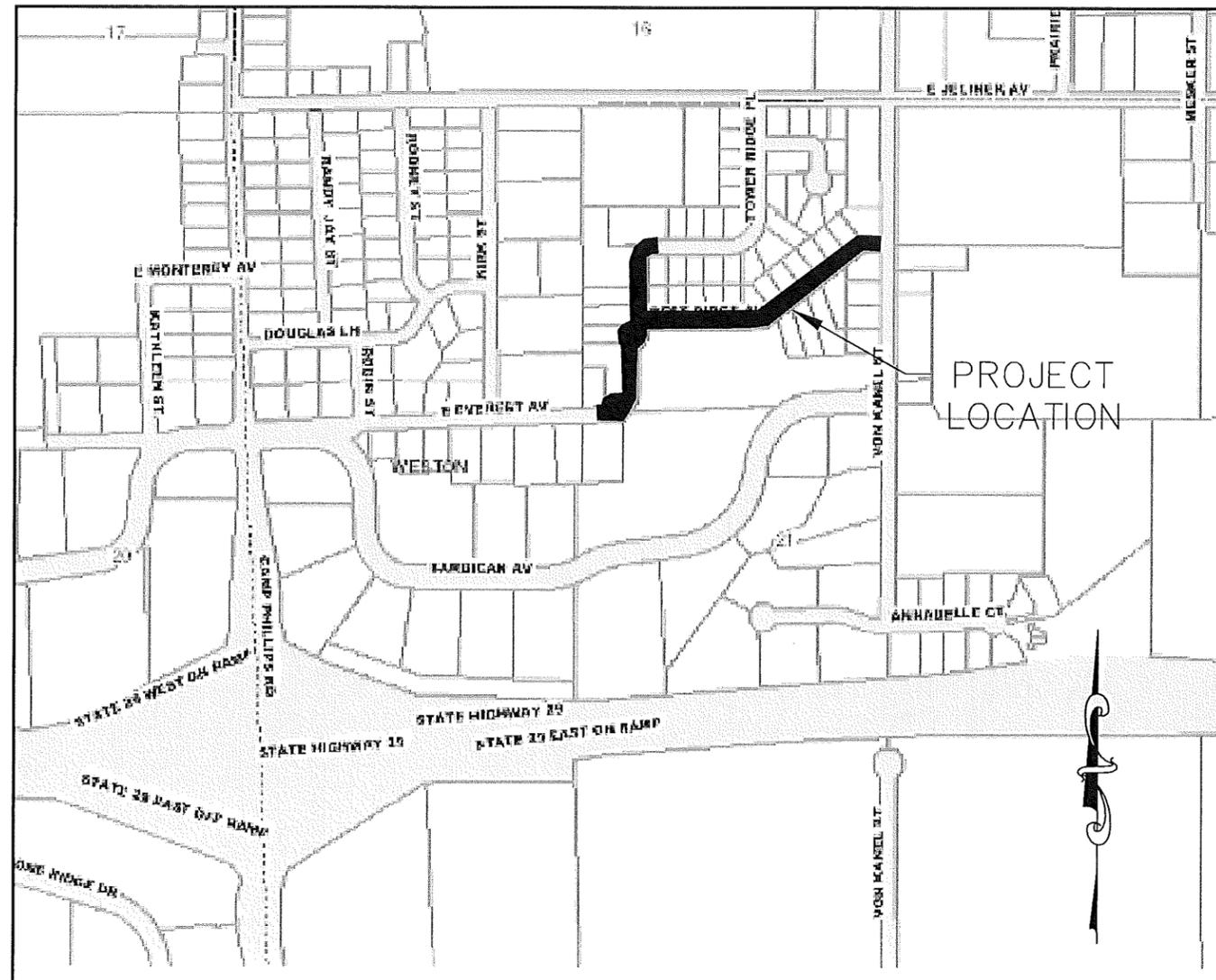
ATTEST:

By: Sherry Weinkauff
SHERRY WEINKAUF, Village Clerk

CIVIL PLANS FOR RIDGEVIEW SUBDIVISION COMPLETION

BEING PART OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE
NORTHWEST 1/4 OF SECTION 21, TOWNSHIP 28 NORTH, RANGE 8 EAST,
VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

LOCATION MAP
NOT TO SCALE



- SHEET 2 OVERALL MAP
- SHEET 3 EROSION CONTROL PLAN
- SHEET 4 EROSION CONTROL DETAILS
- SHEET 5 TYPICAL ROAD
- SHEET 6 WATERMAIN DETAILS
- SHEET 7 WATERMAIN DETAILS
- SHEET 8 STORM SEWER DETAILS
- SHEET 9 CURB & GUTTER DETAILS
- SHEETS 10-11 TIMBER RIDGE AND CREST RIDGE
- TRAFFIC CIRCLE SECTION
- SHEETS 12-16 PLAN & PROFILE
- SHEET 17 CROSS-SECTIONS



MARATHON TECHNICAL SERVICES LLC
CONSULTING ENGINEERS
404 FRANKLIN ST - WAUSAU, WI 54403
PHONE & FAX - (715)843-7292
WWW.MTSLLC.NET

REVISION DATE
07/14/2015

SURVEYED:
DESIGNED:
DRAWN BY:
APPROVED:

COVER SHEET

RIDGEVIEW SUBDIVISION
VILLAGE OF WESTON, MARATHON CO.

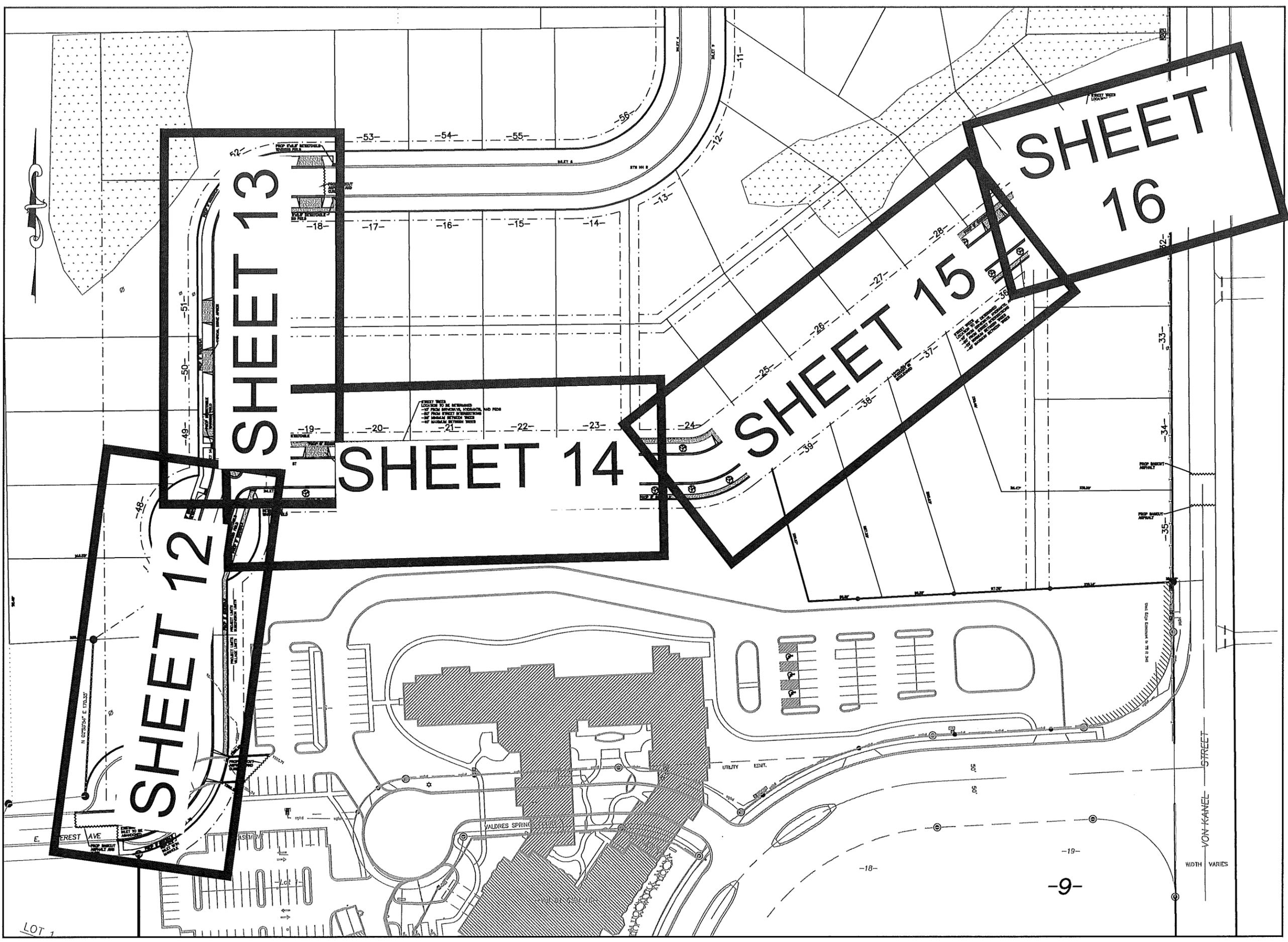
SCALE

NO SCALE

SHEET NO.

1

OF 17 SHEETS



MARATHON TECHNICAL SERVICES LLC
CONSULTING ENGINEERS
404 FRANKLIN ST - WAUSAU, WI 54403
PHONE & FAX - (715)843-7292
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REVISION DATE
07/14/2015

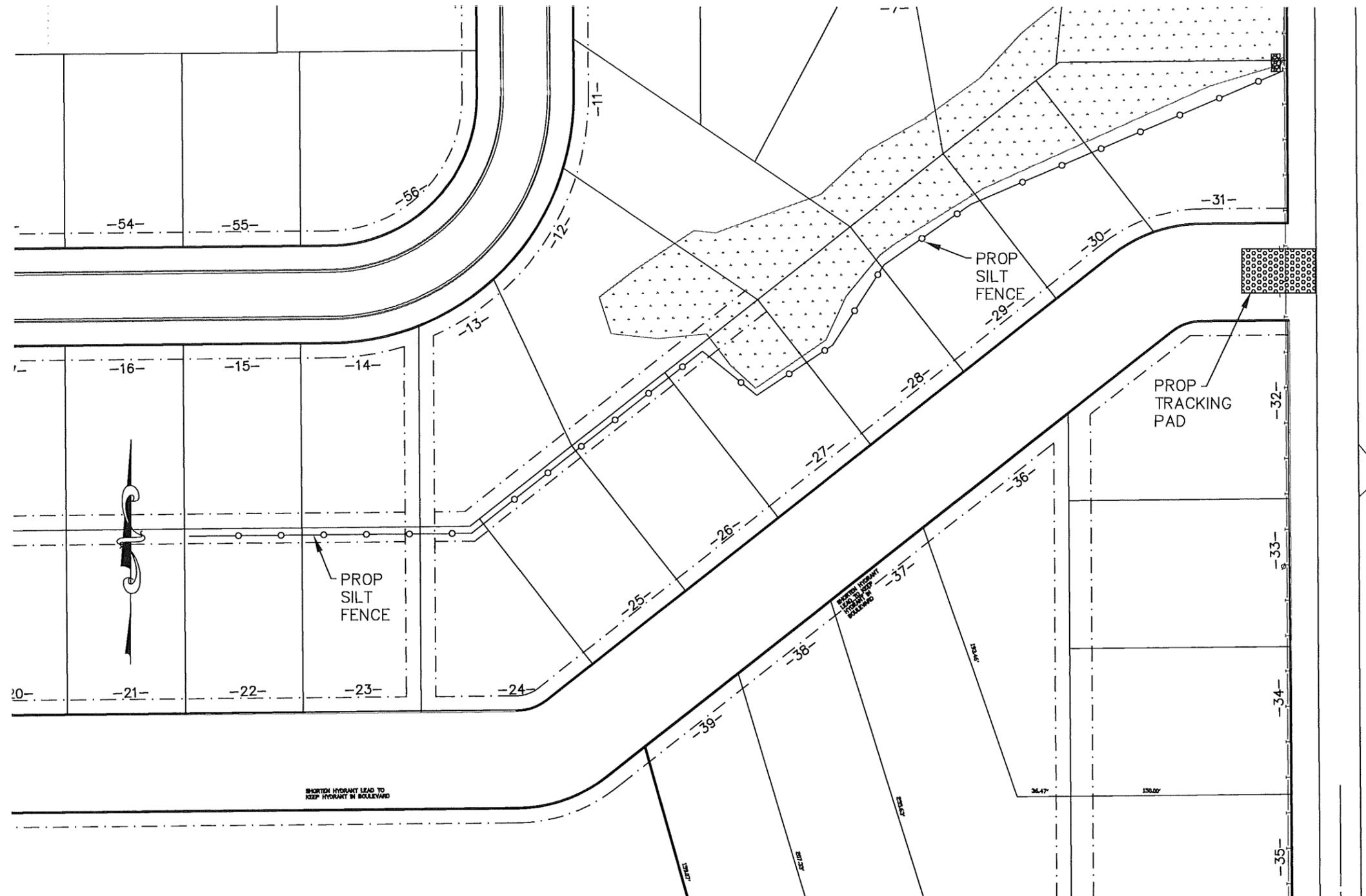
SURVEYED:
DESIGNED:
DRAWN BY:
APPROVED:

OVERALL MAP
RIDGEVIEW SUBDIVISION
VILLAGE OF WESTON, MARATHON CO.

SCALE
1"=100'
SHEET NO.
2
OF 17 SHEETS

PROPOSED EROSION CONTROL AND CONSTRUCTION SCHEDULE

- *WEEKLY EROSION CONTROL LOGS ARE THE RESPONSIBILITY OF THE CONTRACTOR. INSPECT EROSION CONTROL PRACTICES WEEKLY AND AFTER RAINFALL EVENTS. MAKE ANY REPAIRS IMMEDIATELY.
- MARK THE WORK LIMITS AND AREAS TO REMAIN UNDISTURBED.
- INSTALL SILT FENCE WHERE SHOWN.
- INSTALL TEMPORARY TRACKING PADS WHERE SHOWN FOR CONSTRUCTION ENTRANCE AND EXIT.
- STRIP TOPSOIL AND STOCKPILE IN LOCATION APPROVED BY ENGINEER AND OWNER.
- INSTALL SILT FENCE AROUND THE PERIMETER OF TOPSOIL STOCKPILE. SEED WITH ANNUAL RYE AFTER COMPLETION OF STOCKPILING OR IF LEFT UNDISTURBED FOR MORE THAN 14 DAYS.
- INSTALL UNDERGROUND UTILITIES.
- ROUGH GRADE SITE.
- STABILIZE PROPOSED PAVEMENT AREAS WITH CRUSHED AGGREGATE BASE COURSE.
- FINAL GRADE SITE.
- INSTALL SIDEWALK, DRIVE APRONS, AND CURB AND GUTTER.
- PAVE ROADWAYS.
- PLACE REQUIRED TOPSOIL, SEED FERTILIZE AND MULCH.
- INSTALL EROSION CONTROL MAT ON ANY SLOPES GREATER THAN 1:5.
- REMOVE TEMPORARY EROSION CONTROL MEASURES AFTER SITE IS STABILIZED.
- REMOVE EXCESS MATERIALS OFFSITE.
- INSTALL ALL EROSION CONTROL MEASURES IN ACCORDANCE WITH WDNR CONSERVATION PRACTICE STANDARDS.



MARATHON TECHNICAL SERVICES LLC
CONSULTING ENGINEERS
404 FRANKLIN ST - WAUSAU, WI 54403
PHONE & FAX - (715)843-7292
WWW.MTSLLC.NET

REVISION DATE
07/14/2015

SURVEYED:
DESIGNED:
DRAWN BY:
APPROVED:

EROSION CONTROL PLAN

RIDGEVIEW SUBDIVISION
VILLAGE OF WESTON, MARATHON CO.

SCALE

1"=80'

SHEET NO.

3

OF 17 SHEETS

GENERAL NOTES:

DETAIL OF CONSTRUCTION NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE STANDARD SPECIFICATIONS AND APPLICABLE SPECIAL PROVISIONS.

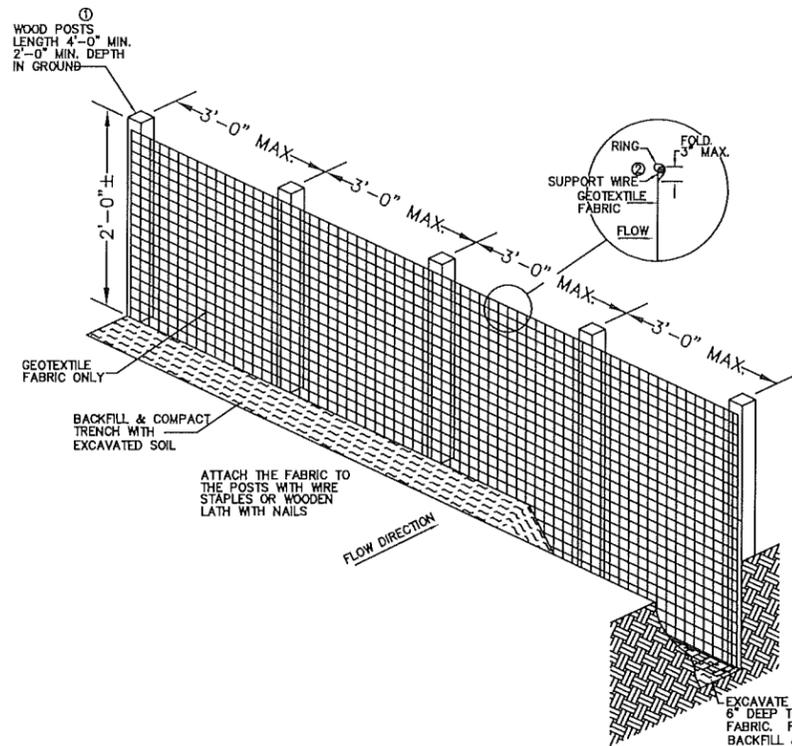
WHEN POSSIBLE THE SILT FENCE SHOULD BE CONSTRUCTED IN AN ARC OR HORSESHOE SHAPE, WITH THE ENDS POINTING UPSLOPE TO MAXIMIZE BOTH STRENGTH AND EFFECTIVENESS.

ADDITIONAL POST DEPTH OR TIE BACKS MAY BE REQUIRED IN UNSTABLE SOIL CONDITIONS.

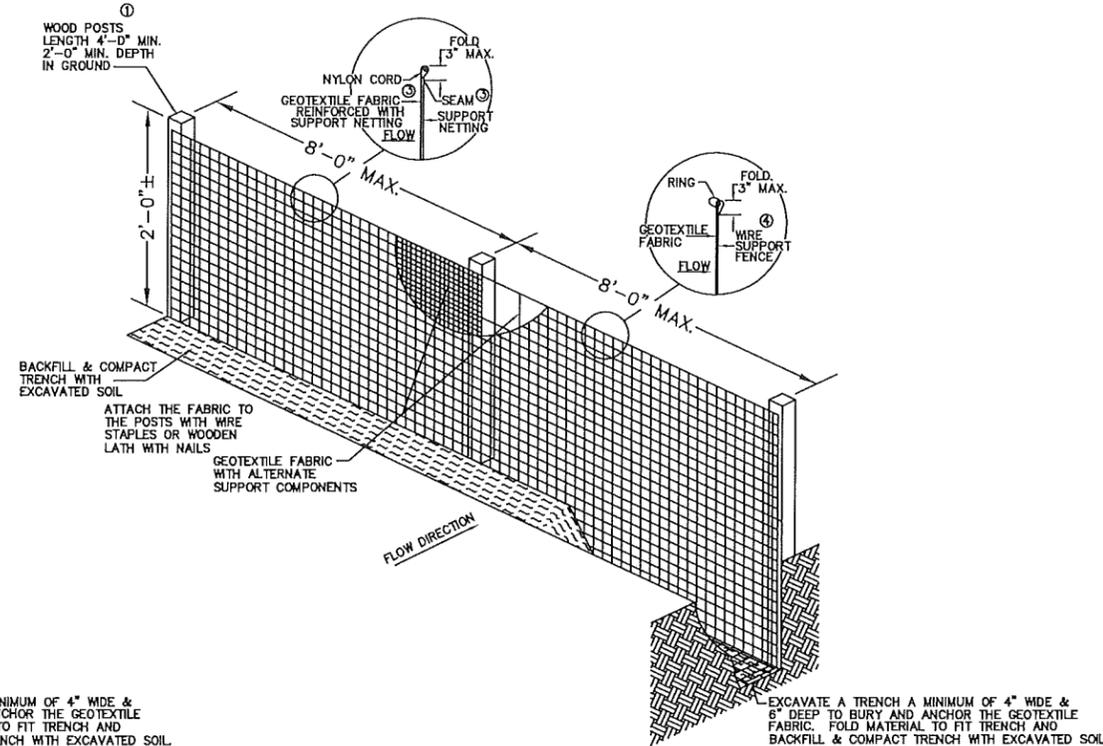
ALTERNATES "A" & "B" ARE EQUAL AND EITHER MAY BE USED.

ATTACH THE FABRIC TO THE POSTS WITH WIRE STAPLES OR WOODEN LATH AND NAILS.

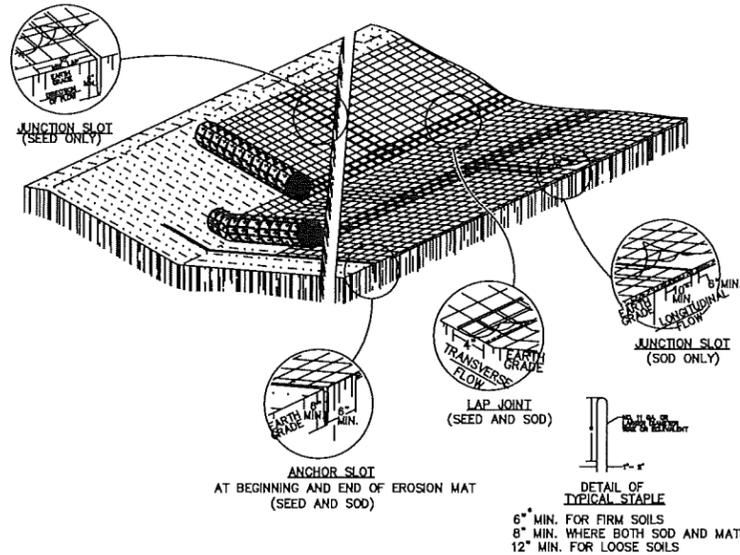
- ① STEEL POSTS SHALL BE A STUDDED "TEE" OR "U" TYPE WITH A MINIMUM WEIGHT OF 1.28 LBS/LINEAL FOOT (WITHOUT ANCHOR). FIN ANCHORS SUFFICIENT TO RESIST POST MOVEMENT ARE REQUIRED. WOOD POSTS SHALL BE A MINIMUM SIZE OF 4" DIA. OR 1 1/2" X 3 1/2" EXCEPT WOOD POSTS FOR GEOTEXTILE FABRIC REINFORCED WITH NETTING SHALL BE MINIMUM SIZE OF 1 1/8" X 1 1/8" OAK OR HICKORY.
- ② MINIMUM 14 GAGE WIRE REQUIRED, FOLD FABRIC 3" OVER THE WIRE AND STAPLE OR PLACE WIRE RINGS ON 12" C-C.
- ③ GEOTEXTILE FABRIC SHALL BE REINFORCED WITH AN INDUSTRIAL POLYPROPYLENE NETTING WITH A MAXIMUM MESH SPACING OF 3/4" OR EQUAL. A HEAVY DUTY NYLON TOP SUPPORT CORD OR EQUIVALENT IS REQUIRED.
- ④ WIRE SUPPORT FENCE SHALL BE 14 GAGE MINIMUM WOVEN WIRE WITH A MAXIMUM MESH SPACING OF 6". SECURE TOP OF GEOTEXTILE FABRIC TO TOP OF FENCE WITH STAPLES OR WIRE RINGS AT 12" C-C.
- ⑤ LENGTH NOT LESS THAN THE CIRCUMFERENCE OF THE LARGEST TIRE ON THE CONSTRUCTION EQUIPMENT, PLUS 5 FEET.



SILT FENCE ALTERNATE "A"



SILT FENCE ALTERNATE "B"



SOIL REINFORCEMENT MATTING

GENERAL NOTES

VARIATIONS IN THE DIMENSIONS OR MATERIALS SHOWN HEREON SHALL BE PERMITTED IF THEY PROVIDE EQUIVALENT PROTECTION AND MATERIAL STRENGTH AND IF PRIOR APPROVAL OF THE ENGINEER IS OBTAINED.

LAP JOINTS SHALL NOT BE PLACED IN THE BOTTOM OF V-SHAPED DITCHES.

JUNCTION SLOTS ON ADJACENT STRIPS OF MATTING SHALL BE STAGGERED A MINIMUM OF 4 FEET APART.

EDGES OF THE EROSION MAT SHALL BE IMPRESSED IN THE SOIL.

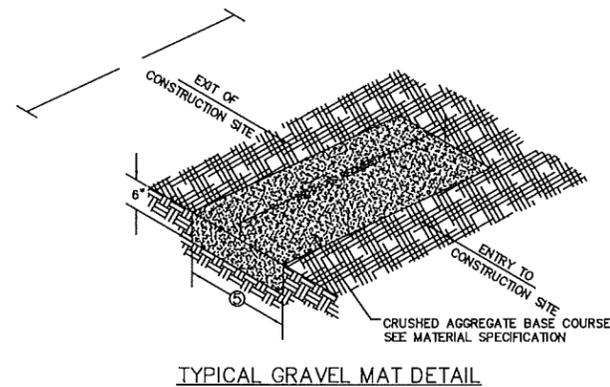
EROSION MAT SHALL BE MEASURED AND PAID FOR IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS.

EROSION MAT OVER SOD

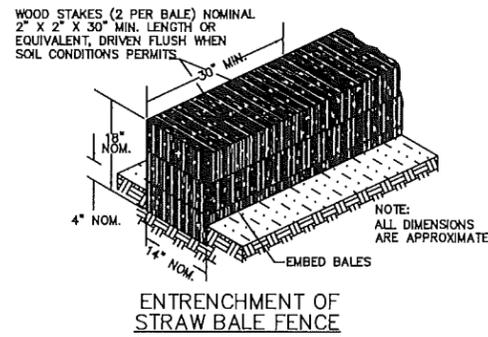
- A. ONLY JUTE FABRIC WILL BE PERMITTED OVER SOD.
- B. WOOD STAPLES FOR SOD MAY BE OMITTED BY THE ENGINEER IF THE EXISTING SLOPE AND SOIL CONDITIONS SO WARRANT.
- C. THE WIDTH OF THE EROSION MAT SHALL ALWAYS EQUAL THE SOD WIDTH.
- D. SOD STRIPS MAY BE PLACED EITHER LONGITUDINALLY OR TRANSVERSELY TO THE FLOW LINE OF THE DITCH.

EROSION MAT OVER SEEDING

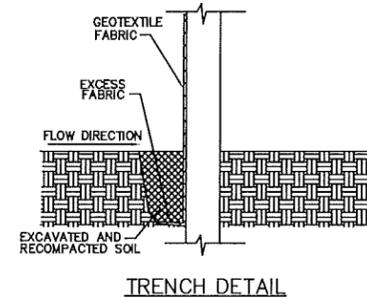
JUNCTION OR ANCHOR SLOTS SHALL BE AT MINIMUM INTERVALS OF 100 FEET ON GRADES UP TO AND INCLUDING 3%, AND 50 FEET ON GRADES EXCEEDING 3%.



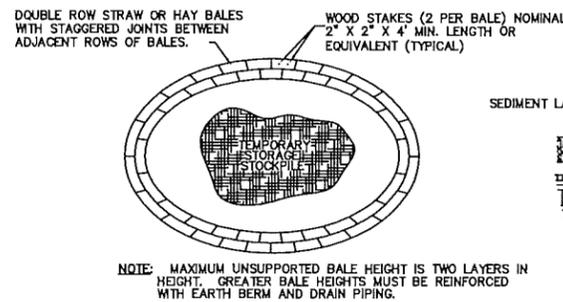
TYPICAL GRAVEL MAT DETAIL



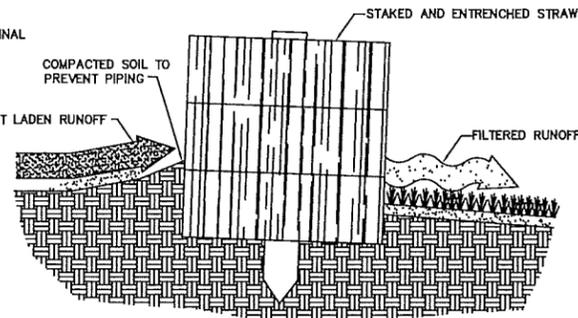
ENTRENCHMENT OF STRAW BALE FENCE



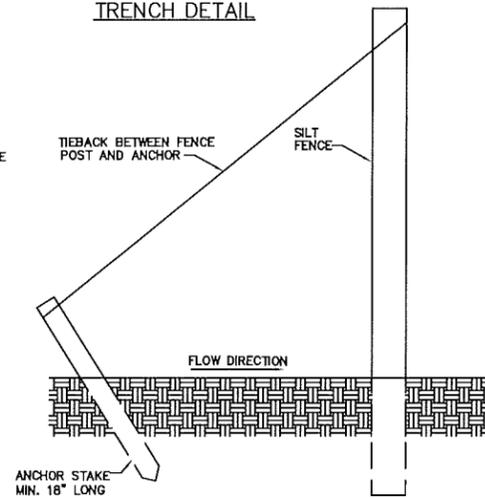
TRENCH DETAIL



SEDIMENTATION BASIN DETAIL



CROSS SECTION OF STRAW BALE INSTALLATION



SILT FENCE TIE BACK (WHEN REQUIRED BY THE ENGINEER)

NOTE: NOT TO SCALE

GENERAL NOTES

3-INCH ASPHALTIC CONCRETE SHALL BE CONSTRUCTED WITH E-1.0 MIX IN A 1 1/4 INCH SURFACE COURSE AND A 1 3/4 INCH BINDER COURSE

CRUSHED AGGREGATE BASE COURSE SHALL BE DOT 1 1/4" SPECIFICATION

THE LOCATIONS OF EXISTING UTILITY INSTALLATIONS AS SHOWN ON THE PLANS ARE APPROXIMATE. THERE MAY BE OTHER UTILITY INSTALLATIONS WITHIN THE PROJECT AREA WHICH ARE NOT SHOWN. IT IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE ALL UTILITIES PRIOR TO THE START OF CONSTRUCTION.

ALL CONSTRUCTION JOINTS AT EXISTING PAVEMENT SHALL BE SAWCUT.

MATERIAL SPECIFICATIONS FOR THE VILLAGE OF WESTON

WATERMAIN

WATER MAIN SHALL BE OF DUCTILE IRON CLASS 350.

1. WATER MAINS AND LATERALS SHALL BE TESTED AT 150 PSI FOR 3 HOURS, PRESSURE TEST - 1 HOUR, LEAKAGE TEST 2 HOURS.
2. CONTINUITY TEST - 200 AMP, LESS THAN 10 VOLTS FOR 2 MINUTES

VALVES

ALL VALVES SHALL BE MECHANICAL JOINT, RESILIENT SEAT GATE VALVES, EPOXY COATED WITH A BRONZE WEDGE DISC MEETING AWWA C-515 SPECIFICATIONS

FITTINGS

ALL FITTINGS SHALL BE MECHANICAL JOINT

THE FOLLOWING FITTINGS SHALL BE FORD OR MUELLER MEETING THE LISTED SPECIFICATIONS:

CORPS - 1" FORD F-1060 OR MUELLER H-15008

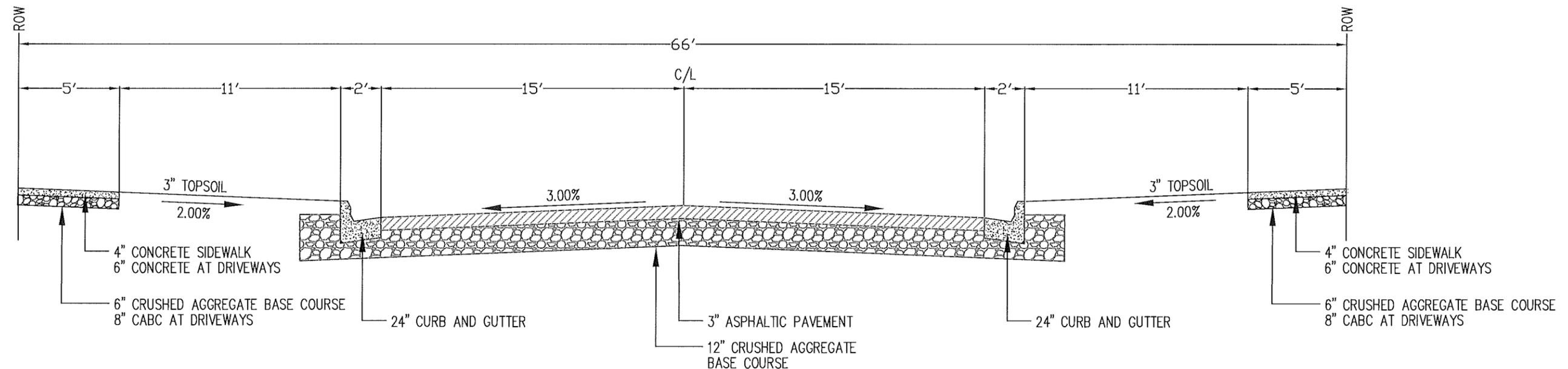
CURBSTOPS - 1" FORD B44-444M OR MUELLER B-25155

BOXES - FORD EM2-70-56 OR MUELLER 10300, MINNEAPOLIS STYLE ADJUSTABLE BETWEEN 7'-0" & 8'-0"

HYDRANTS

ALL HYDRANTS SHALL BE YELLOW WATEROUS PACER WB-67-250 8'-0" BURY WESTON SPEC. (16" BREAKOFF)

THE STANDARD SPECIFICATION FOR THIS JOB WILL FOLLOW THE WISCONSIN STANDARD SPECIFICATION, 5TH EDITION, INCLUDING ADDENDUM EXCEPTING SECTION 2.6.14 PARAGRAPH (A); "FLOODING IS NOT AN ACCEPTABLE METHOD OF COMPACTION" AND WISCONSIN DOT SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.



TYPICAL SECTION

MARATHON TECHNICAL SERVICES LLC
CONSULTING ENGINEERS
404 FRANKLIN ST - WAUSAU, WI 54403
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07/14/2015

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APPROVED:

TYPICAL ROAD SECTION

RIDGEVIEW SUBDIVISION
VILLAGE OF WESTON, MARATHON CO.

SCALE

NO SCALE

SHEET NO.

5

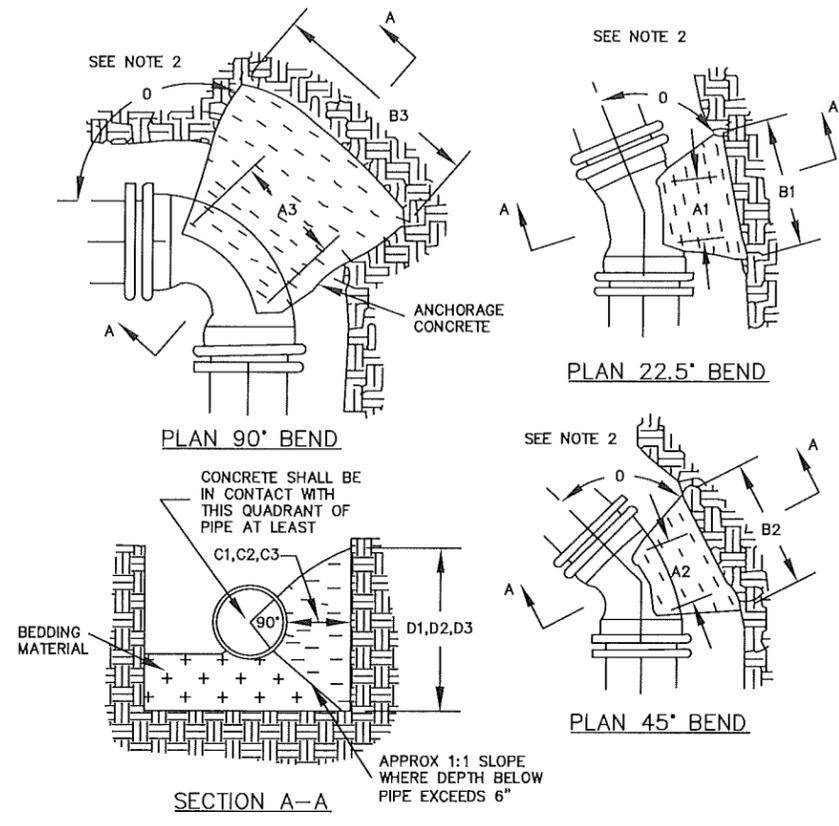
OF 17 SHEETS

REVISION DATE
07/14/2015

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DESIGNED:
DRAWN BY:
APPROVED:

WATERMAIN DETAILS
RIDGEVIEW SUBDIVISION
VILLAGE OF WESTON, MARATHON CO.

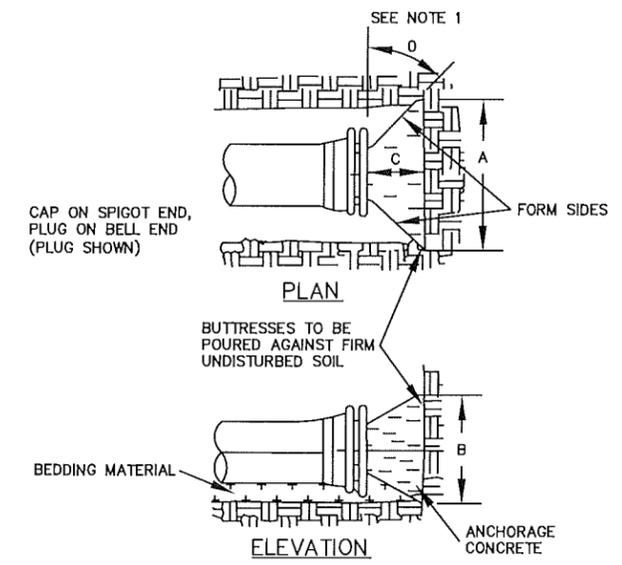
SCALE
NO SCALE
SHEET NO.
6
OF 17 SHEETS



PIPE SIZE	BUTTRUSS DIMENSIONS					
	22.5° BENDS		45° BENDS		90° BENDS	
	B1	D1	B2	D2	B3	D3
6	1'-0"	1'-0"	1'-0"	1'-0"	1'-4"	1'-2"
8	1'-0"	1'-0"	1'-4"	1'-2"	1'-10"	1'-2"
10	1'-2"	1'-2"	1'-7"	1'-6"	2'-3"	1'-10"
12	1'-4"	1'-4"	1'-10"	1'-10"	2'-8"	2'-3"
16	1'-10"	1'-8"	2'-6"	2'-4"	3'-10"	2'-10"
20	2'-4"	2'-0"	3'-3"	2'-10"	5'-0"	3'-4"
24	2'-10"	2'-4"	4'-0"	3'-3"	6'-4"	3'-10"
30	3'-6"	3'-0"	5'-4"	3'-10"	8'-0"	4'-8"

- NOTES:
- DIMENSIONS IN TABLE ARE BASED ON A WATER PRESSURE OF 150 PSI AND ON EARTH RESISTANCE OF 2 TONS PER SQ. FT.
 - DIMENSIONS C1,C2,C3 SHOULD BE LARGE ENOUGH TO MAKE ANGLE θ EQUAL TO OR LARGER THAN 45°.
 - DIMENSIONS A1,A2,A3 SHOULD BE AS LARGE AS POSSIBLE WITHOUT INTERFERING WITH M.J. BOLTS.
 - SHAPE OF BACK OF BUTTRUSS MAY VARY AS LONG AS POUT IS AGAINST FIRM UNDISTURBED EARTH.

REACTION BACKING FOR BENDS



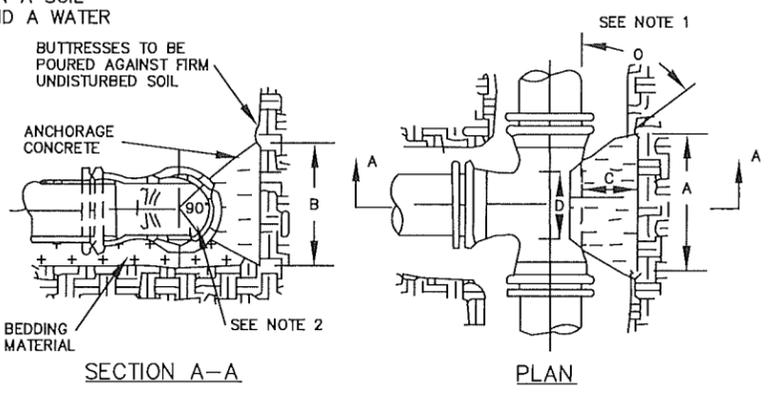
- NOTES:
- DIMENSION C SHOULD BE LARGE ENOUGH TO MAKE ANGLE θ EQUAL TO OR LARGER THAN 45°.
 - DIMENSION B EQUALS APPROX. I.D. OF PIPE LESS 2". AN EFFORT SHOULD BE MADE TO PREVENT THE CONCRETE FROM COVERING THE M.J. BOLTS.
 - WHERE BUTTRUSSES ARE NOT POSSIBLE BECAUSE OF POOR SOIL CONDITIONS OR LACK OF ROOM, STRAPPING SHALL BE PERMITTED.
 - BUTTRUSS DIMENSIONS ARE BASED ON A SOIL RESISTANCE OF 2 TONS PER SQ. FT. AND A WATER PRESSURE OF 150 PSI.

DIA	BUTTRUSS DIMENSIONS			
	A	B	C	D
6	1'-6"	1'-2"		
8	2'-0"	1'-4"		
10	2'-2"	1'-7"	SEE NOTE 1	SEE NOTE 2
12	2'-5"	1'-10"	SEE NOTE 1	SEE NOTE 2
16	3'-0"	2'-4"	SEE NOTE 1	SEE NOTE 2
20	4'-3"	2'-10"	SEE NOTE 1	SEE NOTE 2
24	5'-2"	3'-4"		
30	6'-9"	4'-0"		

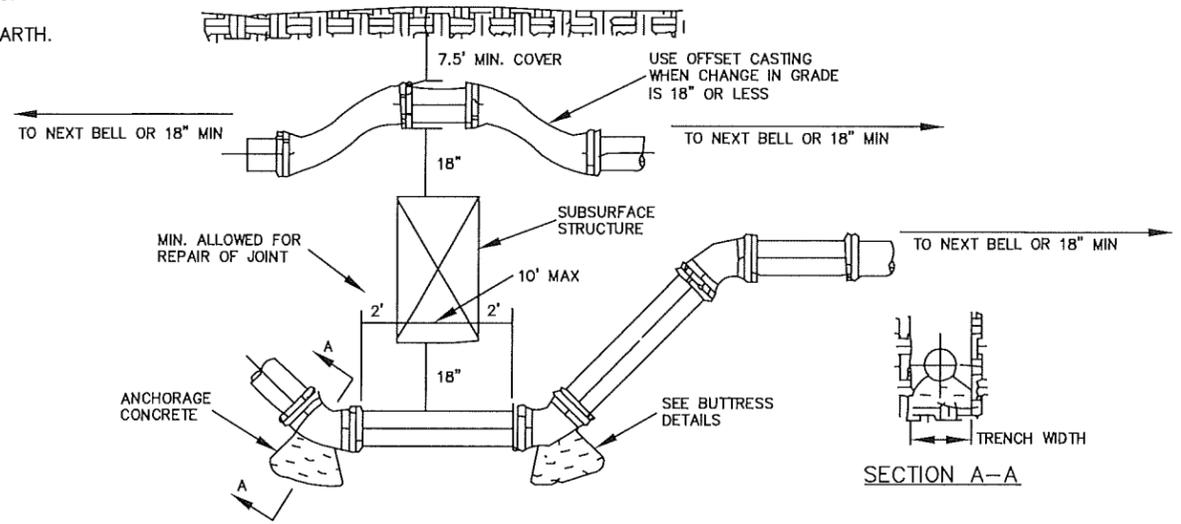
REACTION BACKING FOR DEAD ENDS

- NOTES:
- DIMENSION C SHOULD BE LARGE ENOUGH TO MAKE ANGLE θ EQUAL TO OR LARGER THAN 45°.
 - CONCRETE SHOULD BEAR ON THIS QUADRANT.
 - DIMENSION D SHOULD BE AS LARGE AS POSSIBLE BUT CONCRETE SHOULD NOT INTERFERE WITH M.J.
 - BUTTRUSS DIMENSIONS ARE BASED ON A SOIL RESISTANCE OF 2 TONS PER SQ. FT. AND A WATER PRESSURE OF 150 PSI.

B.D.	BUTTRUSS DIMENSIONS			
	A	B	C	D
6	1'-3"	1'-0"		
8	1'-6"	1'-4"		
10	1'-10"	1'-8"	SEE NOTE 1	SEE NOTE 2
12	2'-3"	2'-0"	SEE NOTE 1	SEE NOTE 2
16	3'-2"	2'-6"	SEE NOTE 1	SEE NOTE 2
20	4'-0"	3'-0"	SEE NOTE 1	SEE NOTE 2
24	5'-3"	3'-4"		
30	6'-3"	4'-3"		



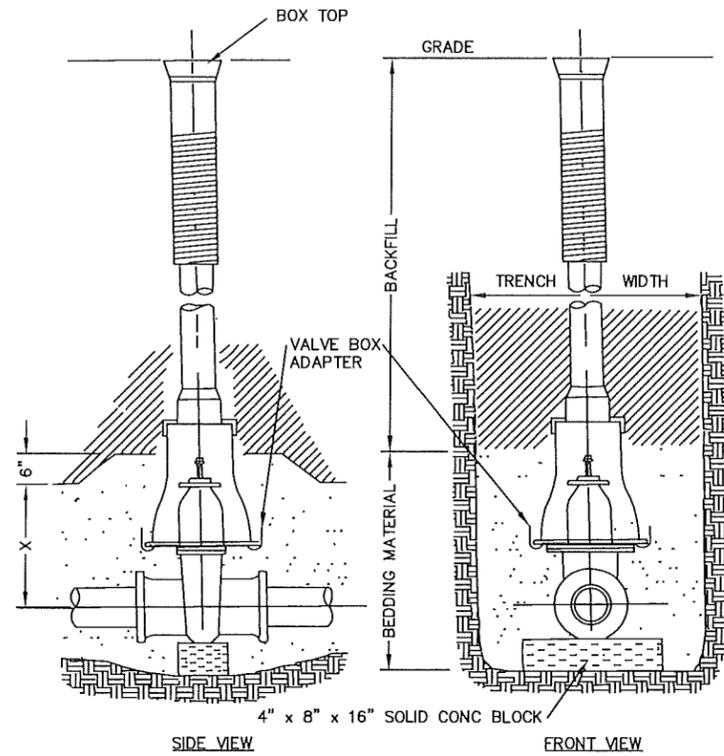
REACTION BACKING FOR TEES



RODS AND WASHERS TO BE ASTM A-575 MERCHANT QUALITY .17-.24 CARBON. NUTS TO BE AM. STD. HEAVY HOT PRESSED. TIE RODS, BOLTS, NUTS, BANDS, AND WASHERS TO BE FURNISHED AND APPLIED BY CONTRACTOR. ALL STEEL MATERIAL TO BE THOROUGHLY COATED WITH BITUMASTIC EQUAL TO KOOPERS NO. 505.

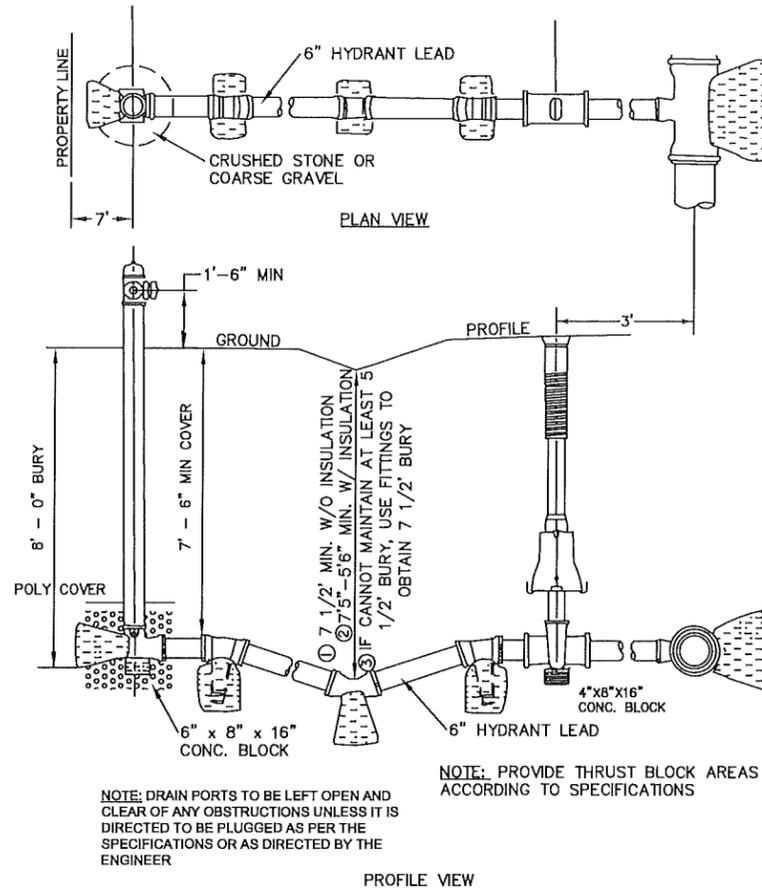
PPE SIZE	D	STRAPPING MATERIAL				
		NO	DIA	STRAP	BOLT DIA	WASHER
6	7.10	2	3/4	1/2X2	3/4	1/2X3X5
8	9.30	2	3/4	1/2X2	3/4	1/2X3X5
10	11.40	2	3/4	1/2X2 1/2	1	1/2X3X5
12	13.50	2	3/4	1/2X2 1/2	1	1/2X3X5
16	17.80	2	3/4	1/2X2 1/2	1	1/2X3X5

STRAPPING WATERMAIN OFFSETS 6" THRU 16"



PIPE DIA INCHES	X = SETTING INCHES
2	6
3	7
4	8
6	12
8	13
10	17

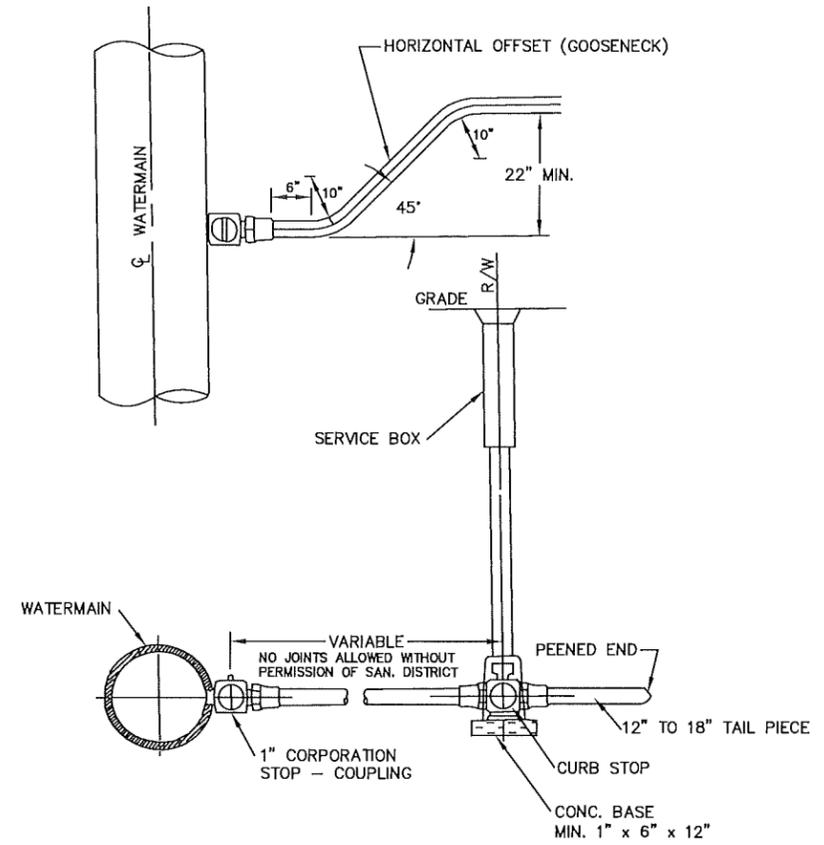
STANDARD GATE VALVE BOX SETTING



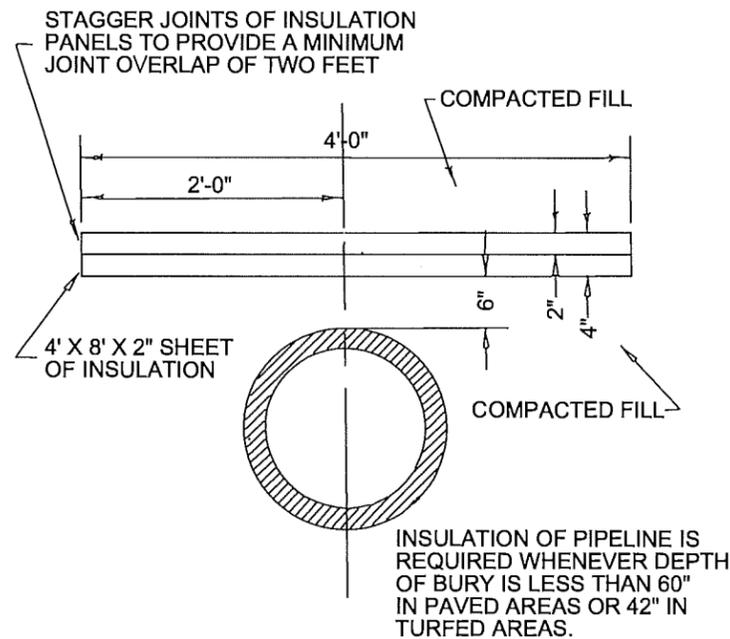
NOTE: DRAIN PORTS TO BE LEFT OPEN AND CLEAR OF ANY OBSTRUCTIONS UNLESS IT IS DIRECTED TO BE PLUGGED AS PER THE SPECIFICATIONS OR AS DIRECTED BY THE ENGINEER

NOTE: PROVIDE THRUST BLOCK AREAS ACCORDING TO SPECIFICATIONS

TYPICAL HYDRANT INSTALLATION

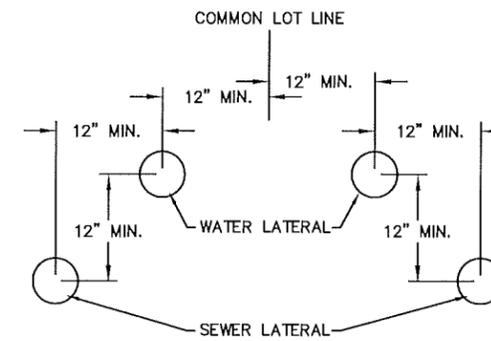


VARIABLE NO JOINTS ALLOWED WITHOUT PERMISSION OF SAN. DISTRICT



INSULATION OF PIPELINE IS REQUIRED WHENEVER DEPTH OF BURY IS LESS THAN 60\"/>

PIPELINE INSULATION DETAIL



LATERAL SPACING DETAIL

REVISION DATE
07/14/2015

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DESIGNED:
DRAWN BY:
APPROVED:

WATERMAIN DETAILS

RIDGEVIEW SUBDIVISION
VILLAGE OF WESTON, MARATHON CO.

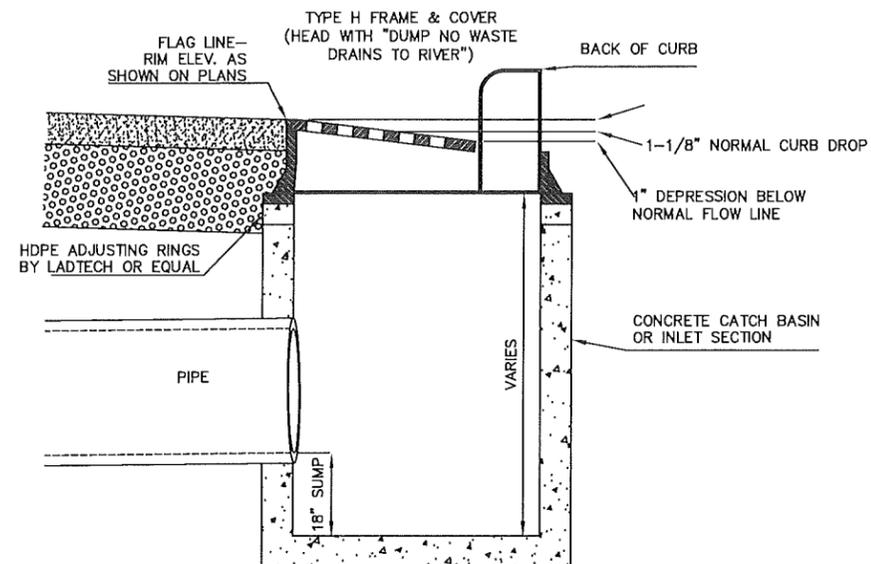
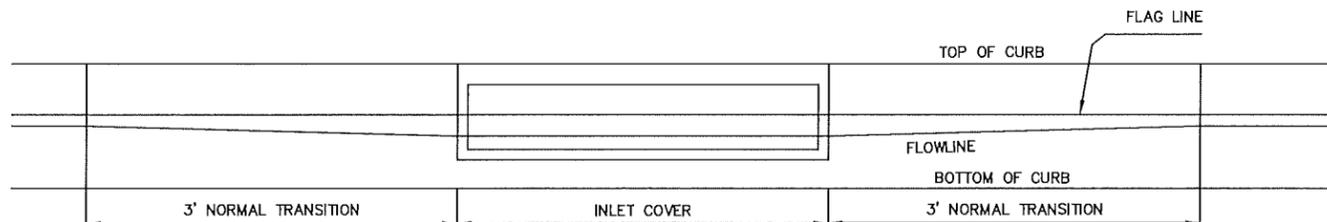
SCALE

NO SCALE

SHEET NO.

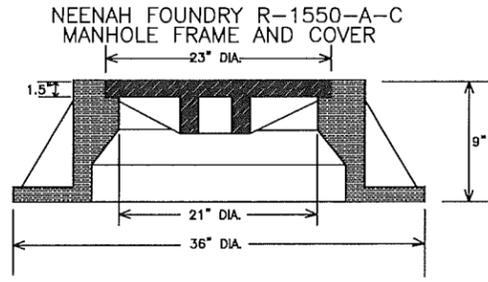
7

OF 17 SHEETS

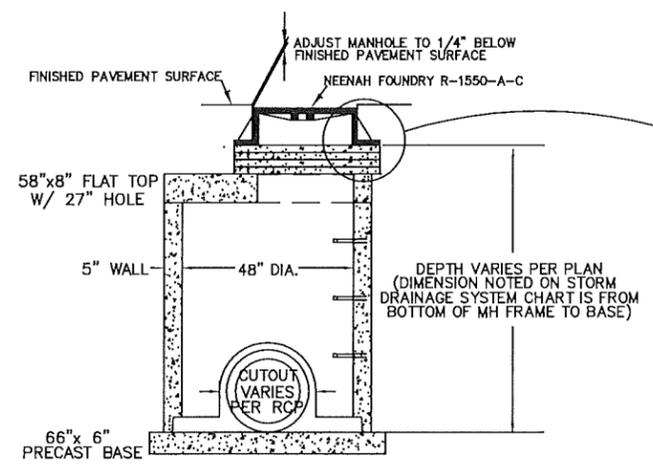


CURB AND GUTTER INLETS

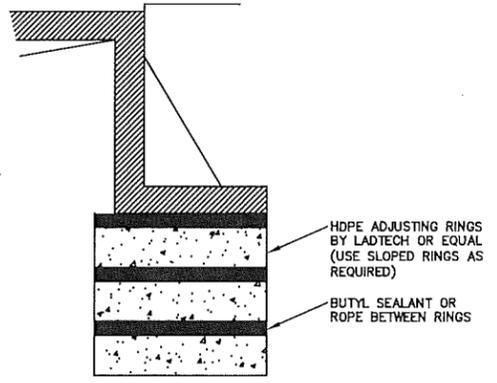
STRUCTURE	LOCATION	O/S	TYPE ST.	FRAME/COVER	RIM/FLAG ELEV	DEPTH	OUTLET PIPE		SIZE	LENGTH	SLOPE	PIPE ELEV.	
							FROM	TO				UP -STR.	DOWN STR.
Inlet 14	0+18.25	16' L	Type 3	Type H	1259.14	5.98	14	13	12	56.5	0.0088	1255.18	1254.68
Inlet 15	0+73.50	16' R	Type 3	Type H	1258.74	5.74	15	13	12	32	0.0100	1255.00	1254.68
							24	End	18	33	0.0100	1228.22	1227.89
							12	11	12	32	0.0100	1246.36	1246.04
Inlet 30	200+96.79	15' L	Type 3	Type H	1266.31	4.5	30	31	12	30.00	0.0100	1263.31	1263.01
Inlet 31	200+96.79	15' R	Type 3	Type H	1266.31	4.8	31	32	12	8.53	0.0094	1263.01	1262.93
Manhole 32	200+96.79	23.53' R	48" MH	1550	1266.98	5.3							



MANHOLE COVER DETAIL
NOTE: COVER TO BE SOLID "NON-ROCKING" TYPE WITH CONCEALED HOLE FOR SANITARY SEWER AND ONE THROUGH PICK HOLE FOR STORM SEWER.



PRECAST 48" DIAMETER STORM MANHOLE WITH DETAIL OF COVER ADJUSTMENT



METHOD OF SEALING MANHOLE ADJ. RINGS

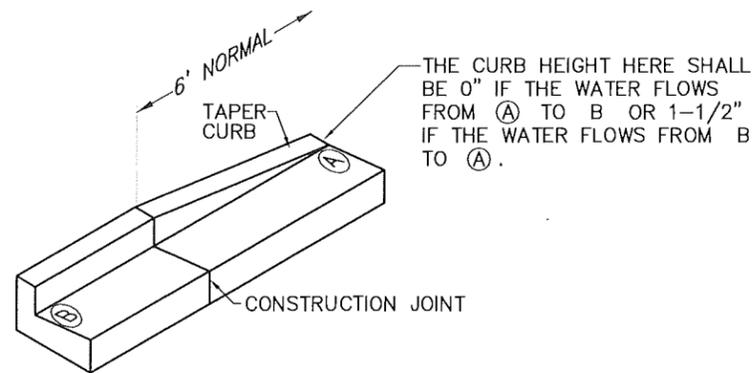
MARATHON TECHNICAL SERVICES LLC
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404 FRANKLIN ST - WAUSAU, WI 54403
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REVISION DATE
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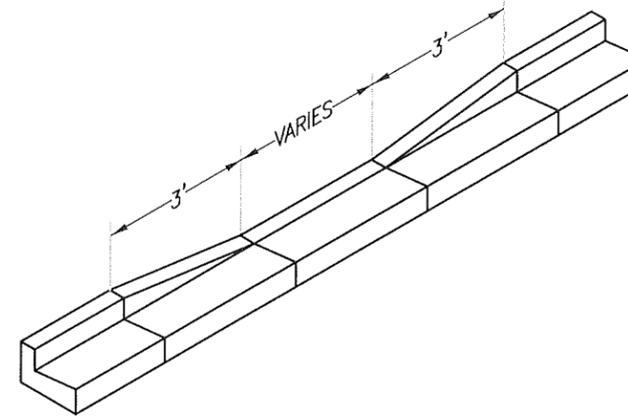
SURVEYED:
DESIGNED:
DRAWN BY:
APPROVED:

STORM SEWER DETAILS

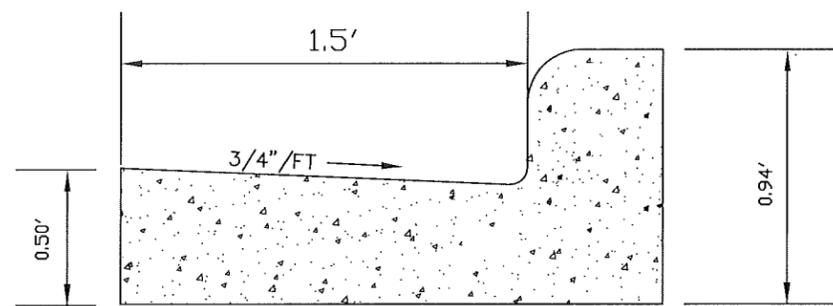
RIDGEVIEW SUBDIVISION
VILLAGE OF WESTON, MARATHON CO.



STANDARD CURB & GUTTER TERMINI

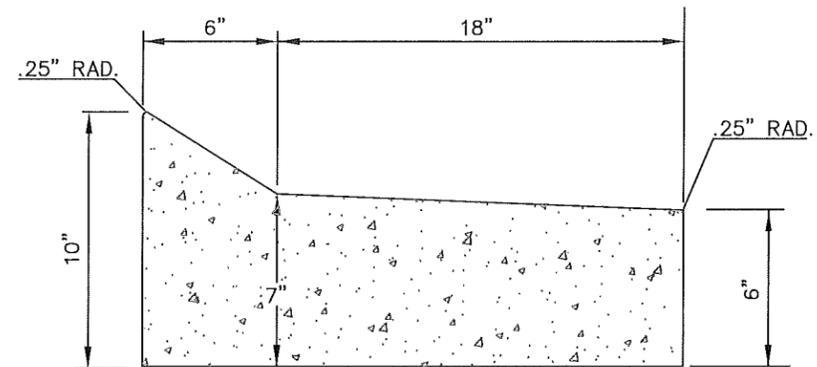


STANDARD CURB & GUTTER DRIVE APPROACH OPENING

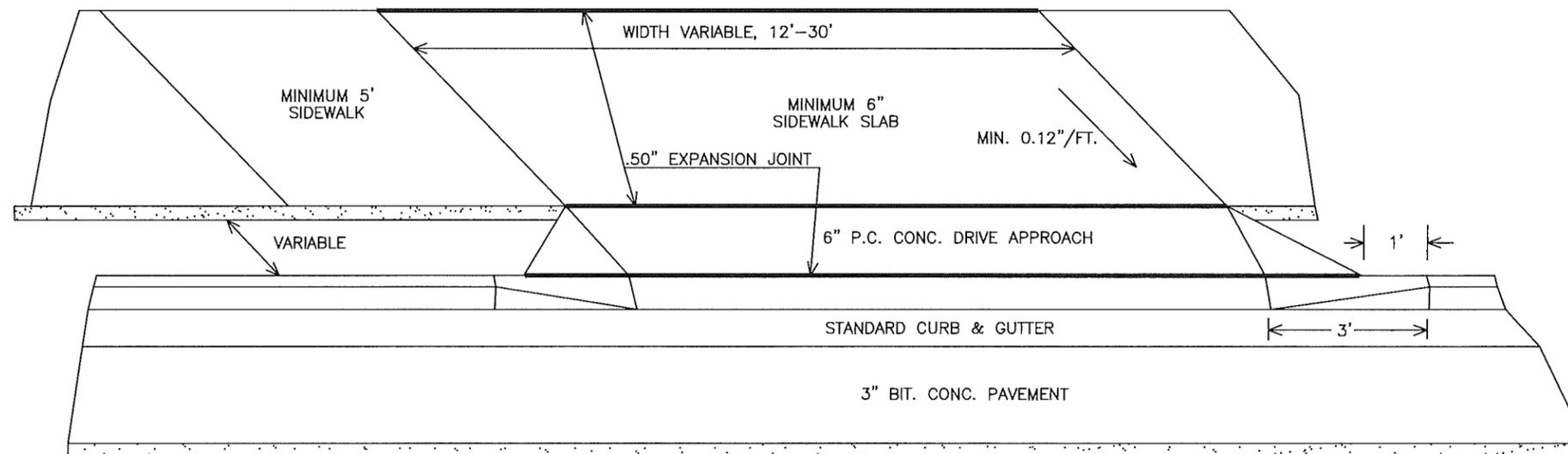


TYPICAL CURB SECTION

CONCRETE SHALL BE 6.0 BAG AIR ENTRAINED REDIMIX, WIT 28 DAY COMPRESSIVE STRENGTH OF NOT LESS THAN 3500 PSI. WET CURING AND SEALING COMPOUND SHALL BE TK 290. NO FLYASH



24" REJECT MOUNTABLE CURB & GUTTER



TYPICAL DRIVEWAY APPROACH

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CONSULTING ENGINEERS
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CURB & GUTTER DETAILS

RIDGEVIEW SUBDIVISION
VILLAGE OF WESTON, MARATHON CO.

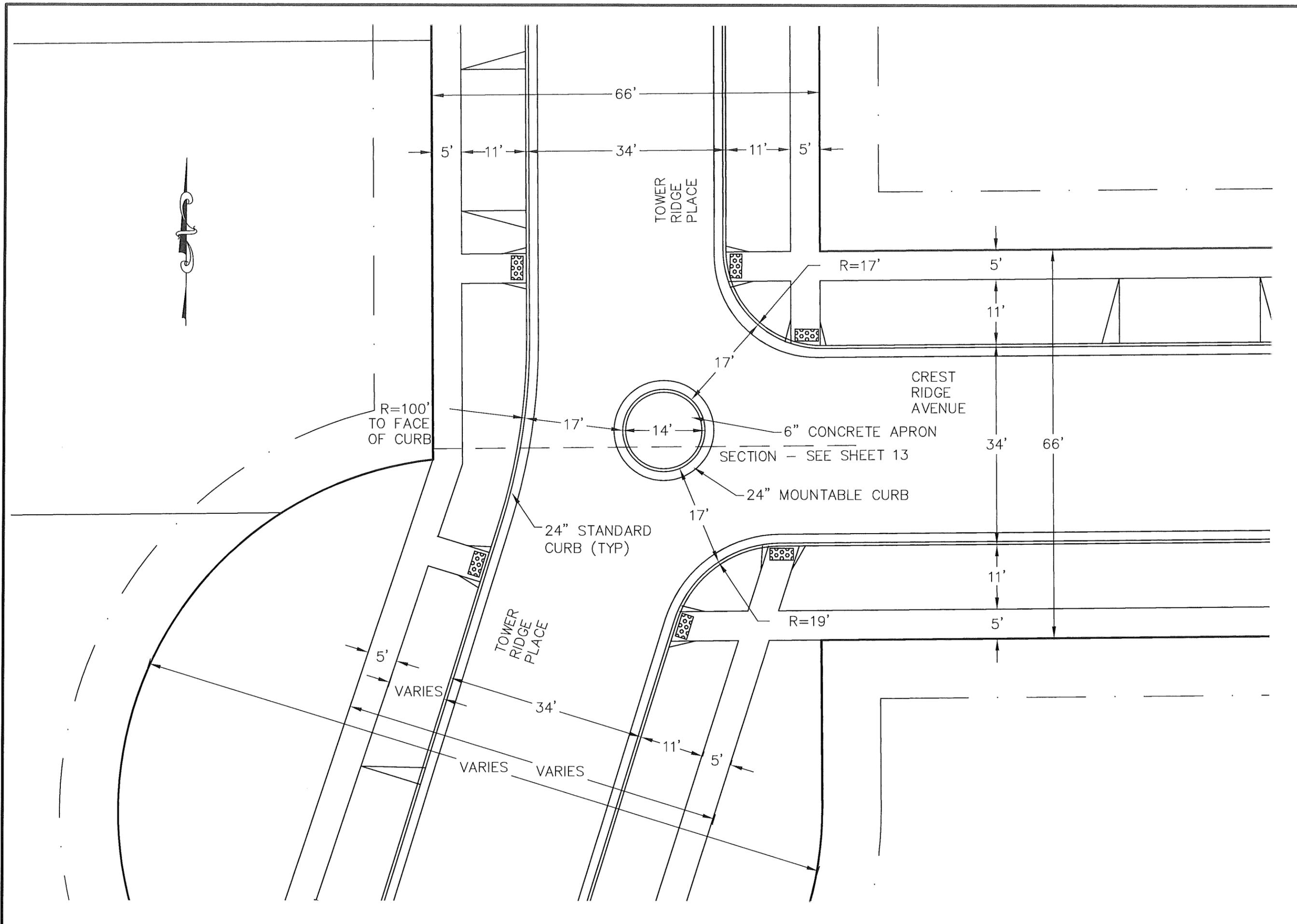
SCALE

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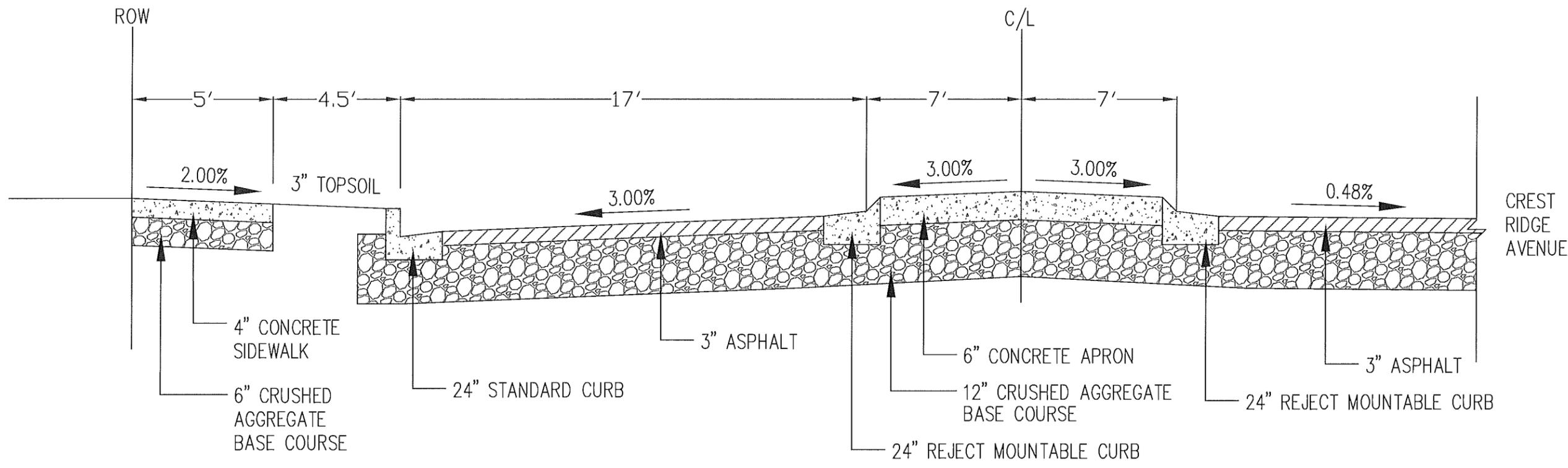
SHEET NO.

9

OF 17 SHEETS



TOWER RIDGE AND CREST RIDGE TRAFFIC CIRCLE RIDGEVIEW SUBDIVISION VILLAGE OF WESTON, MARATHON CO.		SURVEYED: DESIGNED: DRAWN BY: APPROVED:	REVISION DATE 07/14/2015	MARATHON TECHNICAL SERVICES LLC CONSULTING ENGINEERS 404 FRANKLIN ST - WAUSAU, WI 54403 PHONE & FAX - (715)843-7292 WWW.MTSLLC.NET
		SCALE 1" = 15' SHEET NO. 10 OF 17 SHEETS		



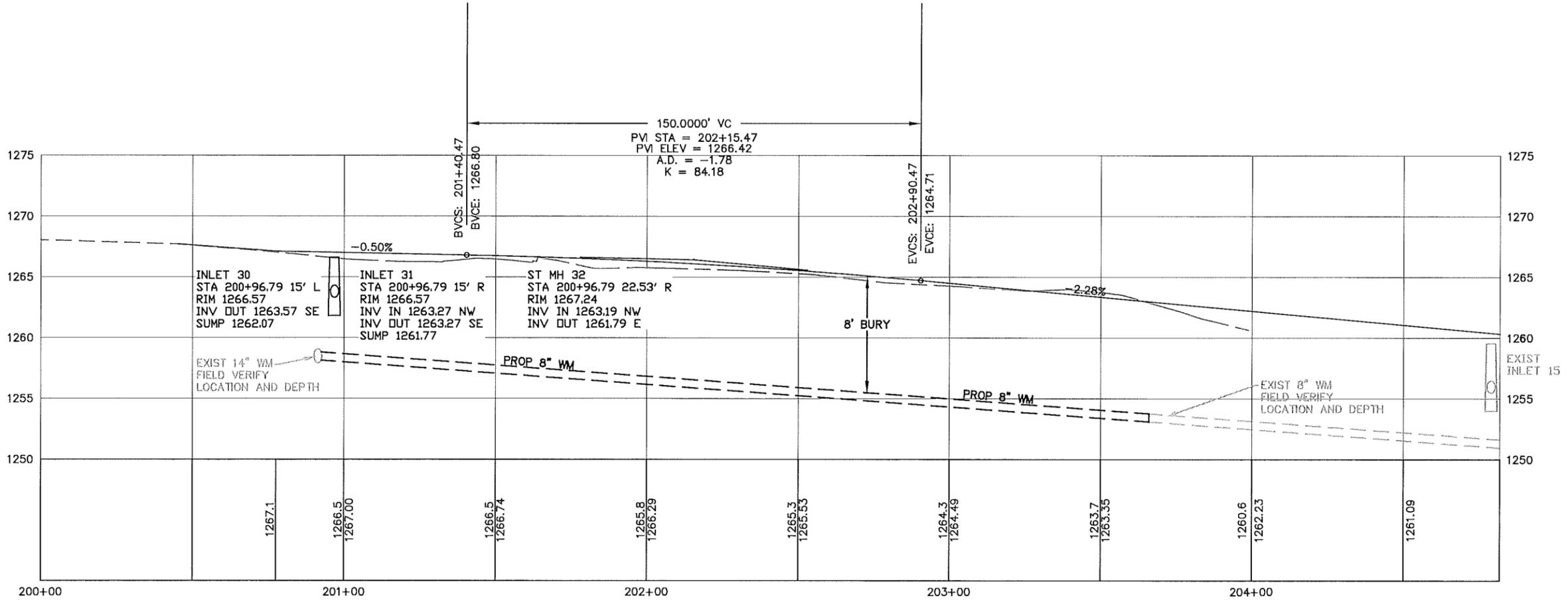
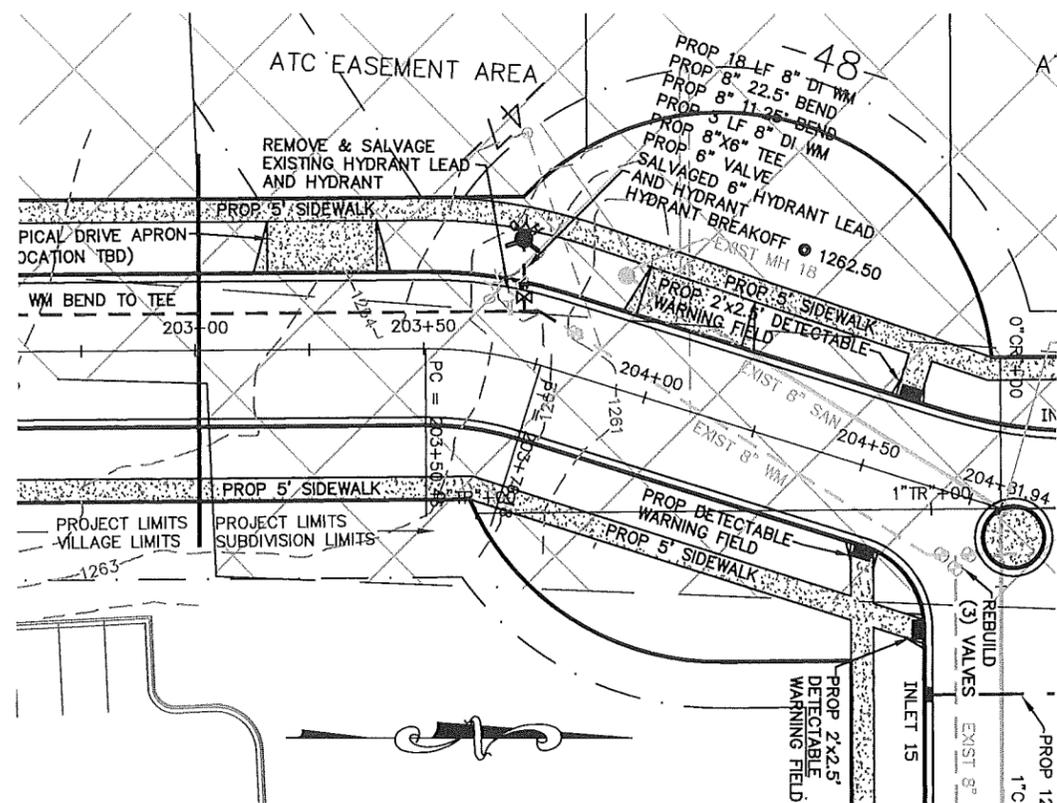
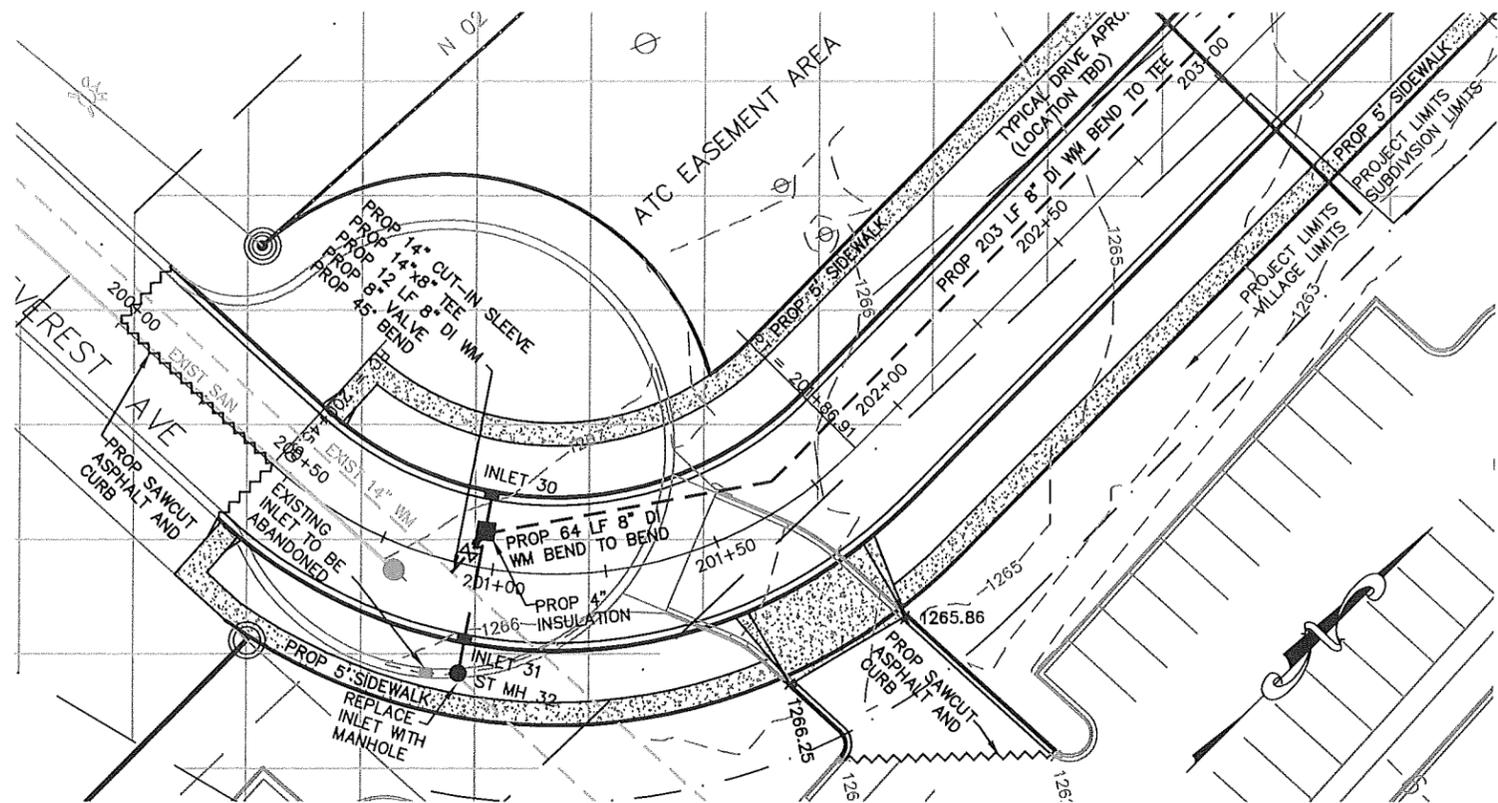
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TOWER RIDGE AND CREST RIDGE
TRAFFIC CIRCLE SECTION
RIDGEVIEW SUBDIVISION
VILLAGE OF WESTON, MARATHON CO.

SCALE
1"=4' H
1"=2' V
SHEET NO.
11
OF 17 SHEETS



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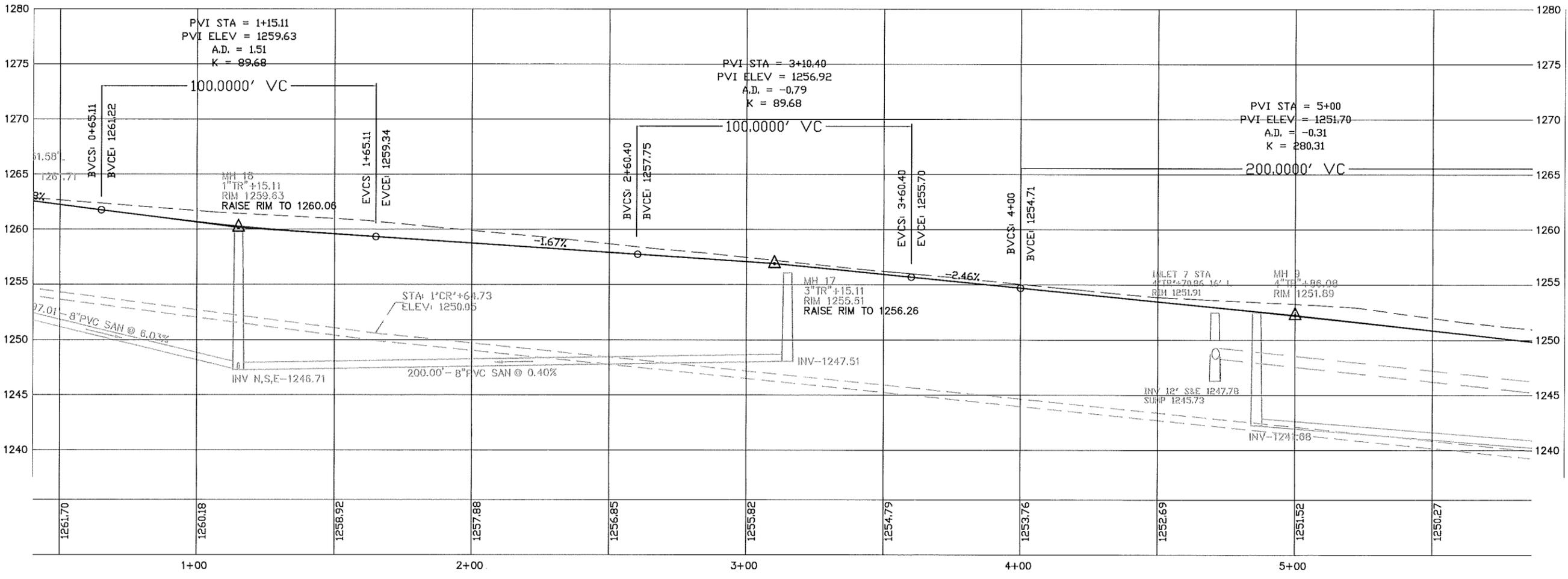
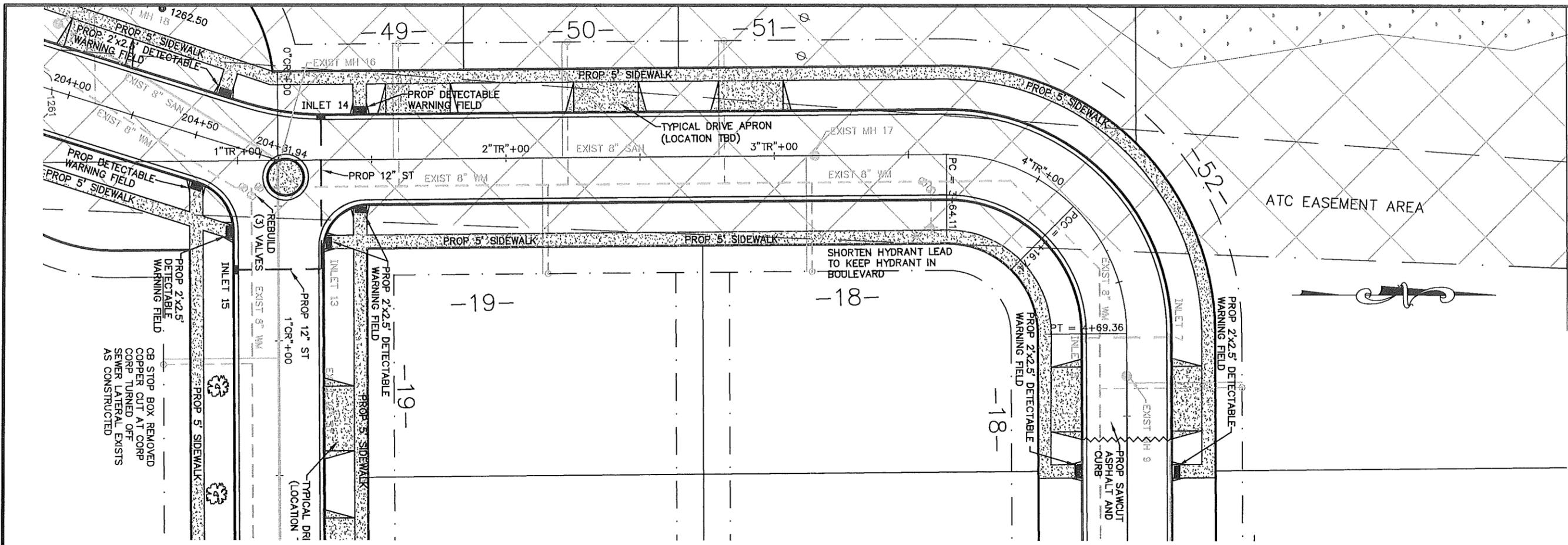
REVISION DATE: 07/14/2015

SURVEYED: []
 DESIGNED: []
 DRAWN BY: []
 APPROVED: []

PLAN & PROFILE
E. EVEREST TO TOWER RIDGE
 RIDGEVIEW SUBDIVISION
 VILLAGE OF WESTON, MARATHON CO.

SCALE
 1" = 40' H
 1" = 10' V

SHEET NO.
12
 OF 17 SHEETS



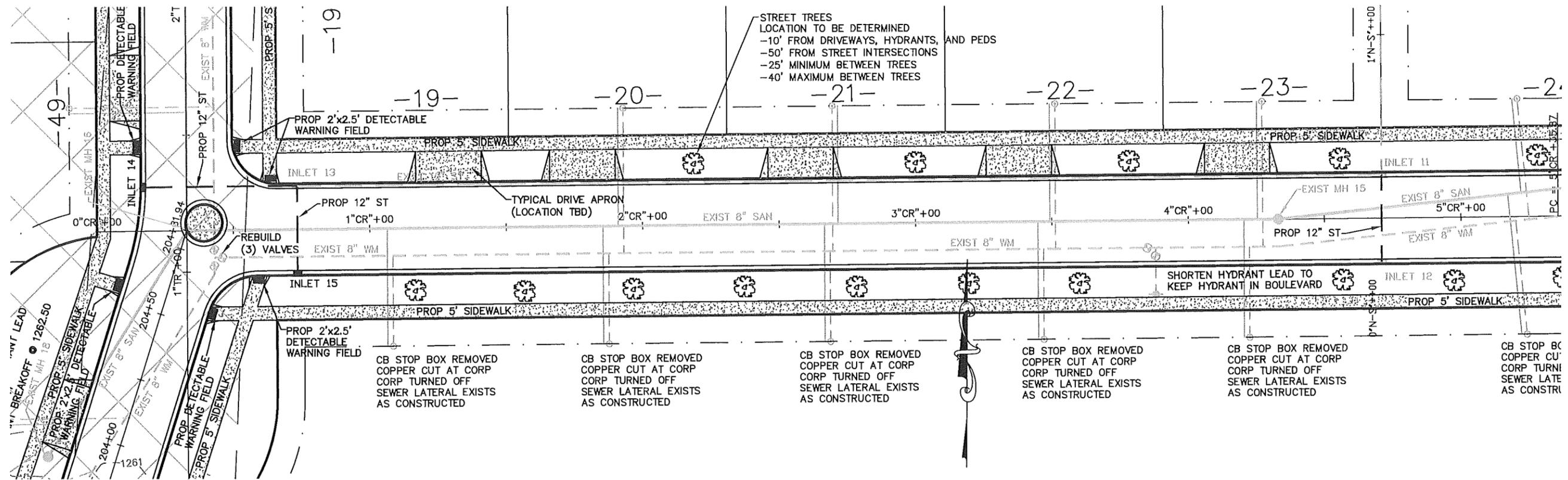
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PLAN & PROFILE
TOWER RIDGE PLACE
 RIDGEVIEW SUBDIVISION
 VILLAGE OF WESTON, MARATHON CO.

SCALE
 1" = 40' H
 1" = 10' V
 SHEET NO.
13
 OF 17 SHEETS



STREET TREES
 LOCATION TO BE DETERMINED
 -10' FROM DRIVEWAYS, HYDRANTS, AND PEDS
 -50' FROM STREET INTERSECTIONS
 -25' MINIMUM BETWEEN TREES
 -40' MAXIMUM BETWEEN TREES

CB STOP BOX REMOVED
 COPPER CUT AT CORP
 CORP TURNED OFF
 SEWER LATERAL EXISTS
 AS CONSTRUCTED

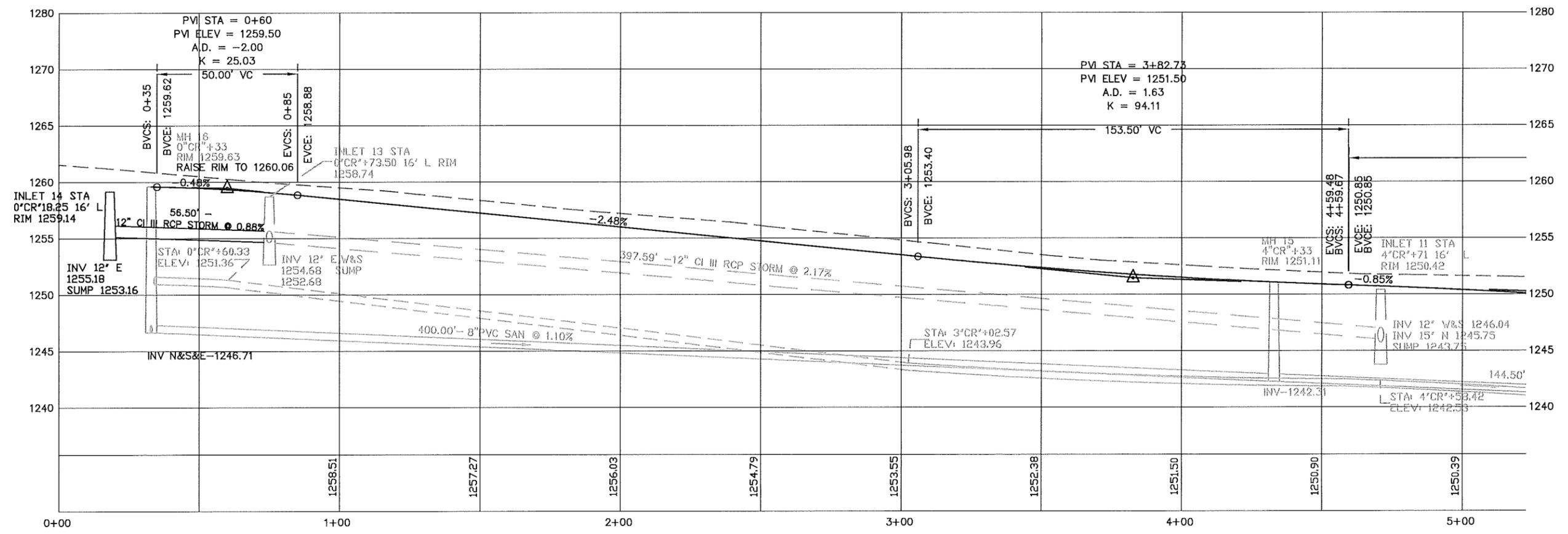
CB STOP BOX REMOVED
 COPPER CUT AT CORP
 CORP TURNED OFF
 SEWER LATERAL EXISTS
 AS CONSTRUCTED

CB STOP BOX REMOVED
 COPPER CUT AT CORP
 CORP TURNED OFF
 SEWER LATERAL EXISTS
 AS CONSTRUCTED

CB STOP BOX REMOVED
 COPPER CUT AT CORP
 CORP TURNED OFF
 SEWER LATERAL EXISTS
 AS CONSTRUCTED

CB STOP BOX REMOVED
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 CORP TURNED OFF
 SEWER LATERAL EXISTS
 AS CONSTRUCTED

CB STOP BOX REMOVED
 COPPER CUT AT CORP
 CORP TURNED OFF
 SEWER LATERAL EXISTS
 AS CONSTRUCTED



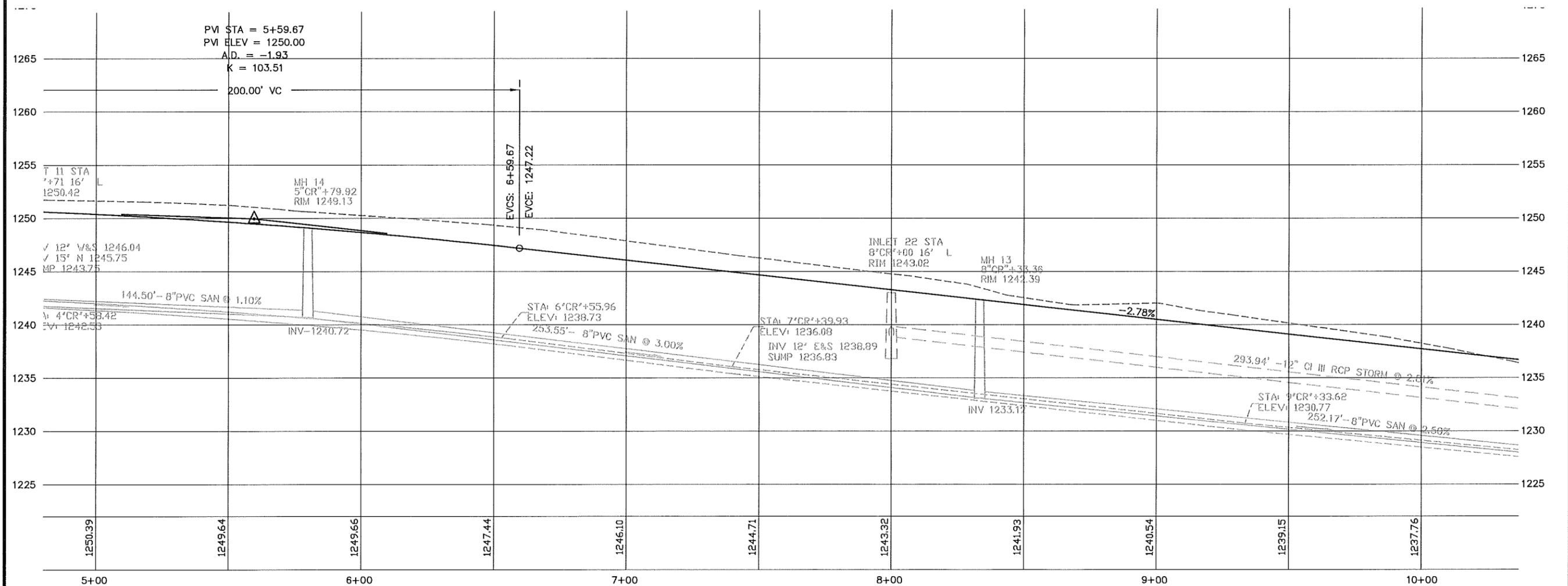
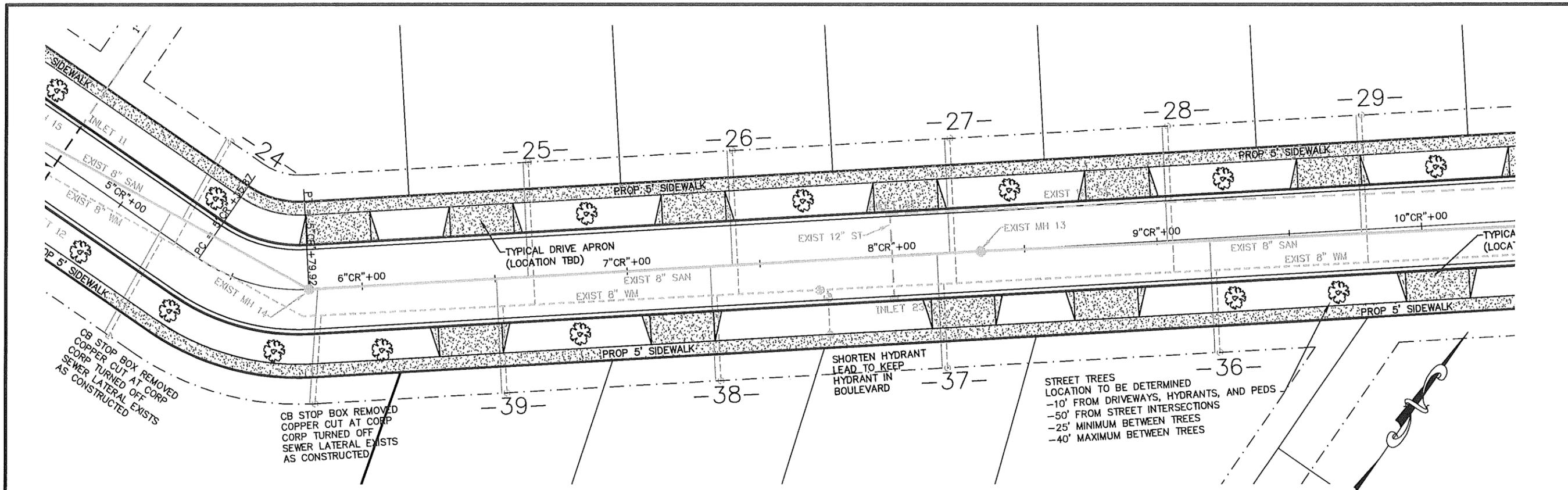
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PLAN & PROFILE
CREST RIDGE AVENUE
 RIDGEVIEW SUBDIVISION
 VILLAGE OF WESTON, MARATHON CO.

SCALE
 1" = 40' H
 1" = 10' V
 SHEET NO.
14
 OF 17 SHEETS



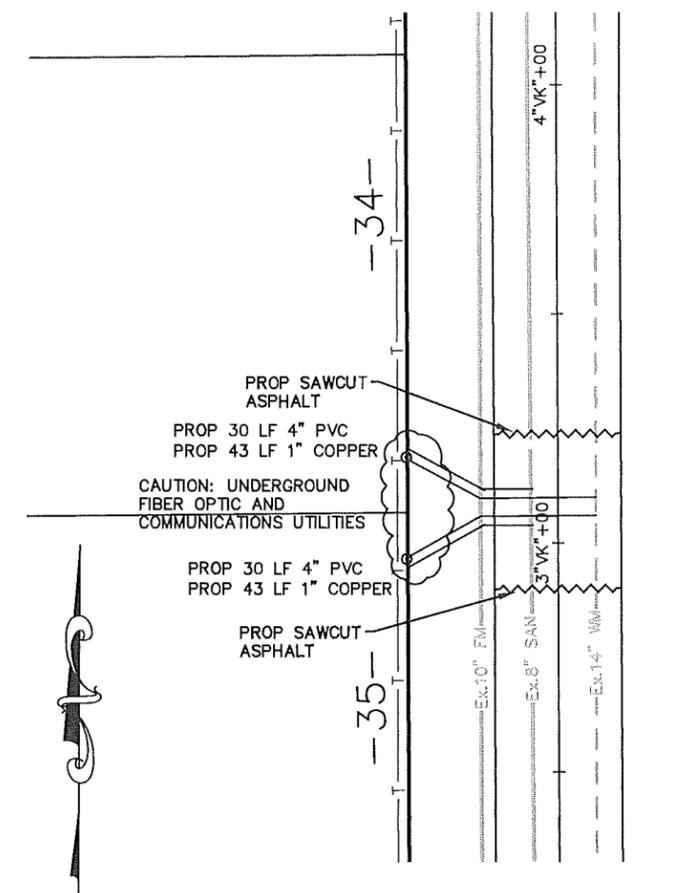
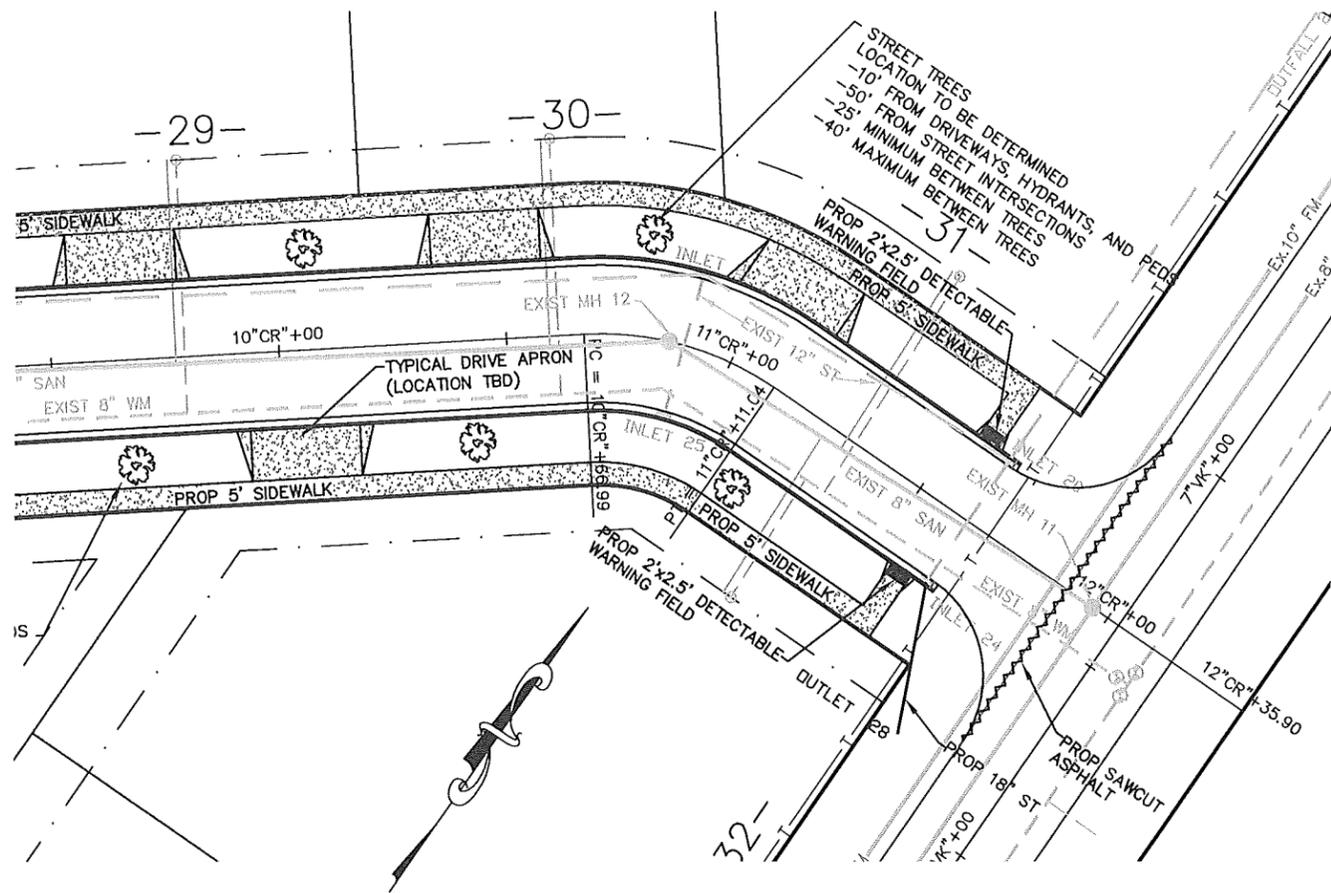
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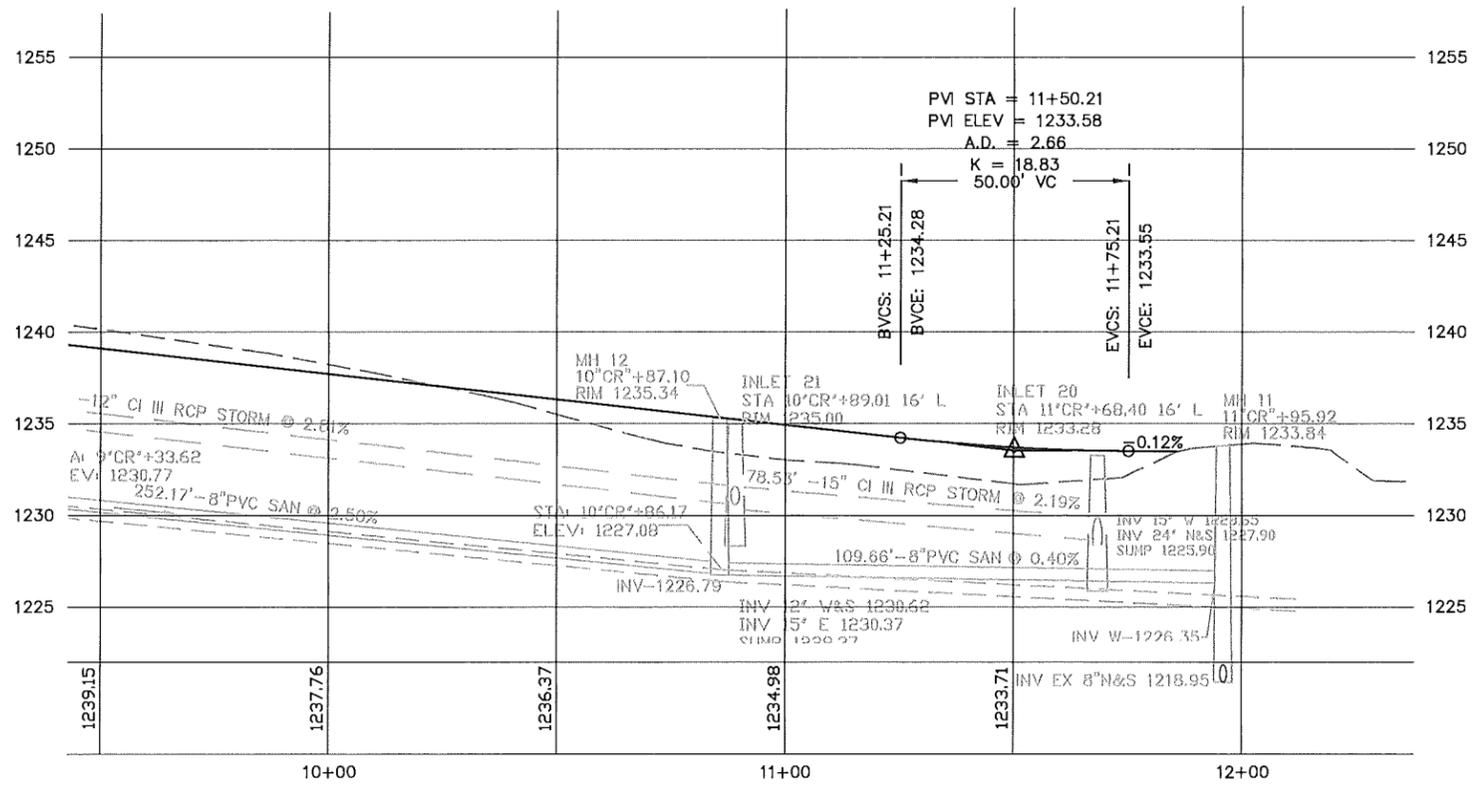
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CREST RIDGE AVENUE
RIDGEVIEW SUBDIVISION
VILLAGE OF WESTON, MARATHON CO.

SCALE
1" = 40' H
1" = 10' V
SHEET NO.
15
OF 17 SHEETS



LOTS 34 AND 35 LATERAL PLAN



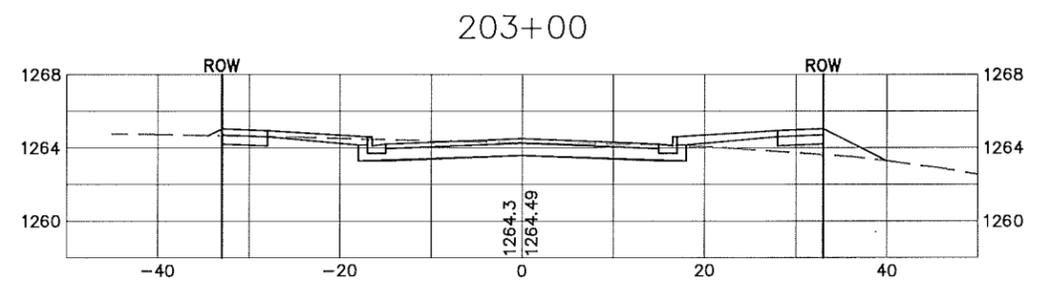
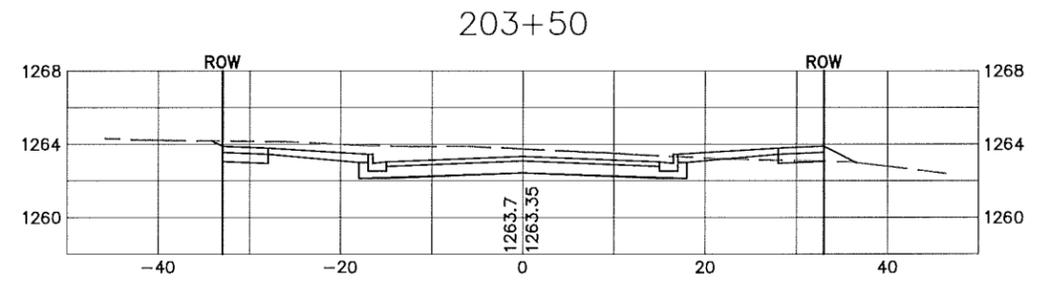
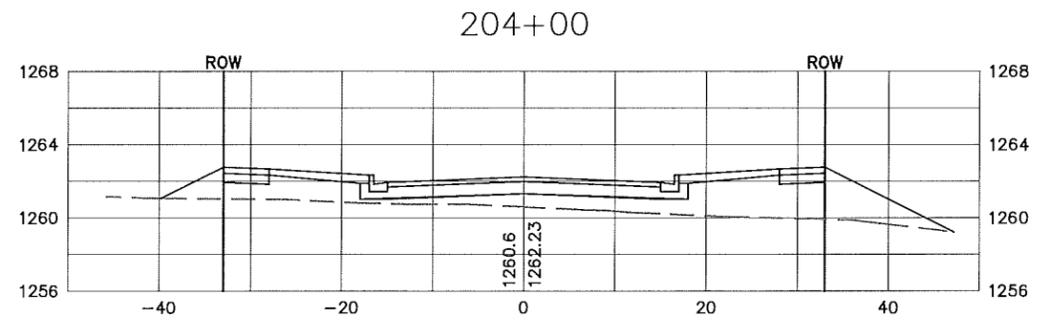
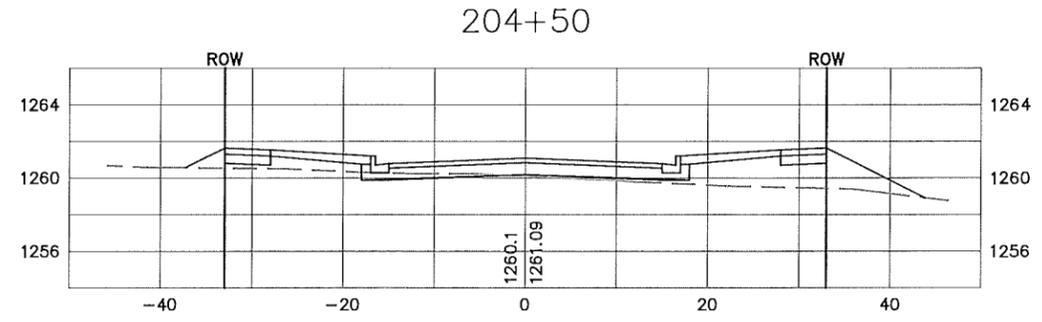
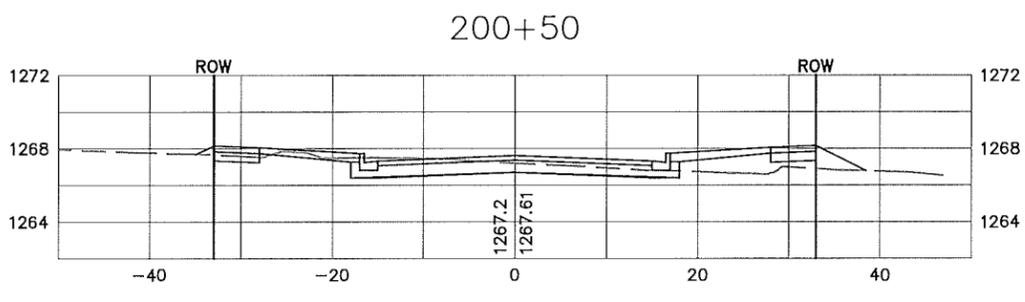
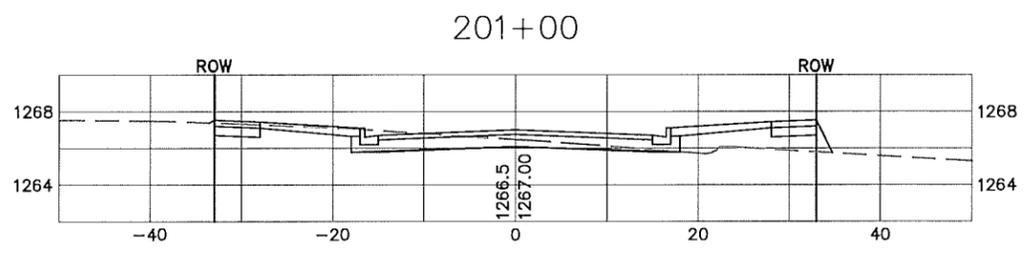
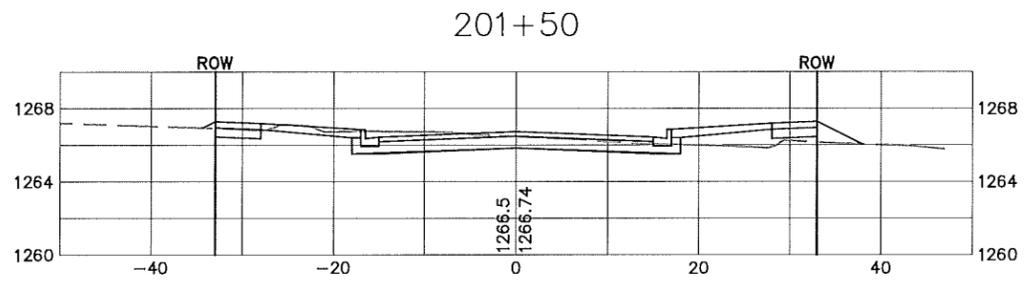
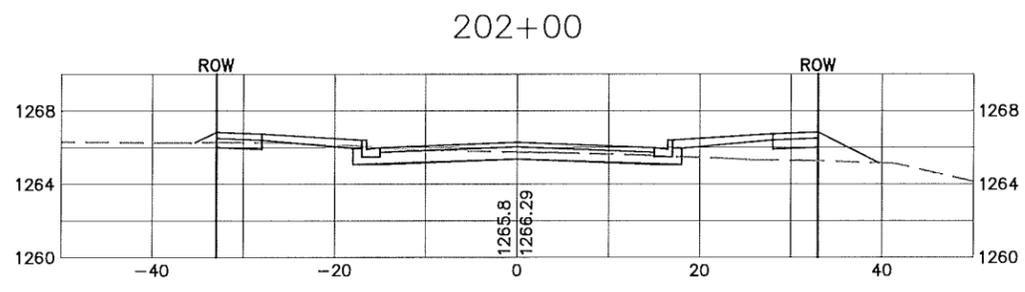
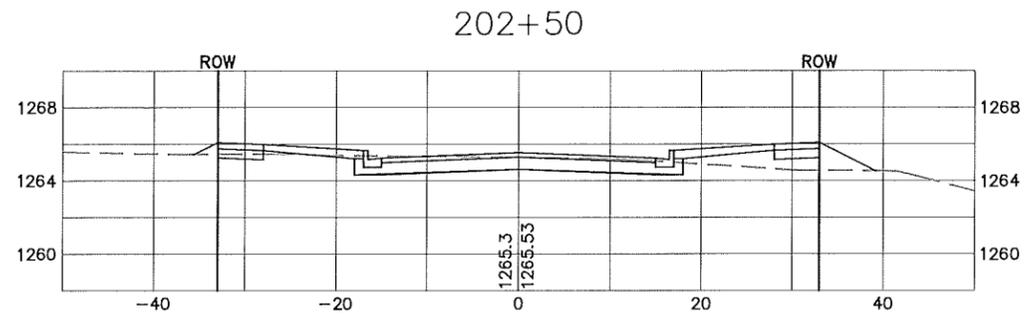
MARATHON TECHNICAL SERVICES LLC
 CONSULTING ENGINEERS
 404 FRANKLIN ST - WAUSAU, WI 54403
 PHONE & FAX - (715)843-7292
 WWW.MTSLC.NET

REVISION DATE
 07/14/2015

SURVEYED:
 DESIGNED:
 DRAWN BY:
 APPROVED:

PLAN & PROFILE
 CREST RIDGE AVENUE
 RIDGEVIEW SUBDIVISION
 VILLAGE OF WESTON, MARATHON CO.

SCALE
 1" = 40' H
 1" = 10' V
 SHEET NO.
 16
 OF 17 SHEETS



MARATHON TECHNICAL SERVICES LLC
 CONSULTING ENGINEERS
 404 FRANKLIN ST - WAUSAU, WI 54403
 PHONE & FAX - (715)843-7292
 WWW.MTSLLC.NET

REVISION DATE
 07/14/2015

SURVEYED:
 DESIGNED:
 DRAWN BY:
 APPROVED:

CROSS-SECTIONS
 E. EVEREST TO TOWER RIDGE
 RIDGEVIEW SUBDIVISION
 VILLAGE OF WESTON, MARATHON CO.

SCALE
 1"=20' H
 1"=10' V
 SHEET NO.
 17
 OF 17 SHEETS

RIDGEVIEW PRE-BID, PRE-FINAL VILLAGE APPROVAL

OPINION OF CONSTRUCTION COSTS

PART 1 - DIVISION A – WASTEWATER SEWERS

7/16/2015

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL COST
1	Re-excavate sewer trench backfill, re-backfill with proper compaction	Lin. Feet	894	10.50	9,387.00
2	Furnish & Install 8X4 in. sch. 40 Wye saddle	Ea.	2	5,000.00	10,000.00
3	Furnish & Install 4 in. sch. 40 sewer riser with tracer wire	Lin. Feet.	20	19.00	380.00
4	Furnish & Install 4 in. sch. 40 sewer lateral with tracer	Lin. Feet	66	13.00	858.00
5	Furnish & Install manhole frame & cover	Ea.	6	400.00	2,400.00
6	Final Manhole Adjustment	Ea.	7	200.00	1,400.00
7	Performance testing – Clean and TV	Lin. Feet	1,456	2.00	2,912.00
8	Performance testing – deflection	Lin. Feet	894	0.50	447.00
		SUBTOTAL PART 1 -S EWER			27,784.00

PART 1 - DIVISION B - WATER MAINS

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL COST
1	Furnish & Install 6 inch DI fire hydrant lead	Lin. Feet	10	50.00	500.00
2	Furnish & Install 8 inch DI water main, with initial bedding and backfill	Lin. Feet	85	35.00	2,975.00
3	Furnish & Install 6 in. RW gate valve w/box	Ea.	1	1,300.00	1,300.00
4	Replace existing valve boxes	Ea.	3	300.00	900.00
5	Final Valve Box Adjustment	Ea.	11	50.00	550.00
6	Salvage & re-install 8 ft. bury fire hydrant	Ea.	1	1,500.00	1,500.00
7	Furnish & Install 8 in. 11.25 bend	Ea.	1	300.00	300.00
8	Furnish & Install 8 in. 22.5 bend	Ea.	1	300.00	300.00
9	Furnish & Install 8x8x6 tee	Ea.	1	300.00	300.00

10	Furnish & Install 1 in. copper water service group	Ea.	2	600.00	1,200.00
11	Furnish & Install 1 in. copper service	Lin. Feet	82	20.00	1,640.00
12	Furnish & Install 4 in. thick insulation	Sq. foot	16	3.00	48.00
13	Performance testing – Pressure, Bac-T and continuity on new 8” WM extension	Lump sum	1	700.00	700.00
14	Performance testing –Bac-T and continuity on existing 8” WM	Lump Sum	1	3,000.00	3,000.00
15	Shorten Existing hydrant leads to avoid conflicts with sidewalk	Each	3	1,500.00	4,500.00
SUBTOTAL PART 1 - WM					19,713.00

PART 1 - DIVISION C – STORM SEWERS

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL COST
1	Furnish & Install 18 inch RCP culvert	Lin. feet	33	75.00	2,475.00
2	Furnish & Install 18 inch apron end wall w/ trash guard	Each	1	400.00	400.00
3	Furnish & Install 12 inch RCP catch basin leads	Lin. feet	88	40.00	3,520.00
4	Furnish & Install 12inch RCP storm sewer	Lin. feet	0	35.00	0.00
5	Furnish & Install 48 in. precast manhole	Vert feet	0	700.00	0.00
6	Furnish & Install 1550 manhole fr. & cover	Ea.	0	400.00	0.00
7	Final Manhole cover Adjustment	Ea.	0	200.00	0.00
8	Furnish & Install Type 3 inlet box	Ea.	2	1,100.00	2,200.00
9	Furnish & Install Type H inlet frame & grate	Ea.	11	400.00	4,400.00
10	Furnish & Install Type FF filter fabric on inlets	Ea.	13	40.00	520.00
11	Clean & TV storm sewer	Lin. Feet	363	2.00	726.00
SUBTOTAL PART 1 - STORM					14,241.00

PART 1 - DIVISION D – SITE WORK

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL COST
1	Payment/Performance Bond	Lump Sum	1	1,000.00	1,000.00
2	Furnish & Install silt fence	Lin. feet	1100	2.50	2,750.00

5	Furnish & Install 14X14X8 DI tee	Ea	1	600.00	600.00
6	Furnish & Install 14" cut-in sleeve	Ea.	1	300.00	300.00
7	Furnish & Install 4 in. thick insulation	Sq. foot	16	3.00	48.00
8	Performance testing – Pressure, Bac-T and continuity on new 8" WM extension	Lump sum	1	600.00	600.00
SUBTOTAL PART 2 WM					11,093.00

PART 2 - DIVISION C – STORM SEWERS

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL COST
1	Furnish & Install 12 inch RCP catch basin leads	Lin. feet	32	40.00	1,280.00
2	Furnish & Install 12inch RCP storm sewer	Lin. feet	8	35.00	280.00
3	Furnish & Install Type 3 inlet box	Ea.	2	1,100.00	2,200.00
4	Furnish & Install Type H inlet frame & grate	Ea.	2	400.00	800.00
5	Furnish & Install Type FF filter fabric on inlets	Ea.	2	40.00	80.00
SUBTOTAL PART 2 STORM					4,640.00

PART 2 - DIVISION D – SITE WORK

ITEM	DESCRIPTION	UNITS	QTY.	UNIT PRICE	TOTAL COST
1	Saw cut existing pavement	Lin. Feet	80	4.00	320.00
2	Remove Existing curb/gutter	Lin. Feet	250	1.50	375.00
3	Remove Existing Pavement	Sq. Yds.	700	5.00	3,500.00
4	Remove Existing Concrete Driveway Apron	Sq. Yds.	50	1.50	75.00
5	Remove Existing Inlet box & Frame	Each	2	50.00	100.00
6	Grade ROW & backslope to subgrade	Station	2.2	500.00	1,100.00
7	Furnish & Install 12" CABC	Cu. Yds	300	18.00	5,400.00
8	Furnish & Install 8" CABC driveway apron and driveway sidewalk	Cu. Yds.	11	18.00	198.00
9	Furnish & Install 6" CABC sidewalks	Cu. Yds.	50	18.00	900.00
10	Furnish & Install 24" concrete curb/gutter with driveway cuts	Lin. Ft.	520	10.00	5,200.00

11	Furnish & Install 4" sidewalks	Sq. Ft.	2,600	3.50	9,100.00
12	Furnish & Install 6" sidewalk driveway section	Sq. Ft.	15	4.50	67.50
13	Furnish & Install 6" driveway apron	Sq. Ft.	450	4.50	2,025.00
14	Furnish & Install 3" Bit. Pavement	Tons	150	80.00	12,000.00
15	Pavement Sweep & tack	Lump Sum	1	500.00	500.00
16	Restoration between sidewalk and curb	Sq. Yds.	575	3.50	2,012.50
17	Furnish & Install Street Trees	Each	12	150.00	1,800.00
18	Furnish & Install 24"x30" detectable warning field	Each	2	300.00	600.00
		SUBTOTAL PART 2 SITE			45,273.00
		SUBTOTAL PART 2 B-D			61,006.00

TOTAL PARTS 1 & 2	422,949.00
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Marathon Technical Services, LLC

404 Franklin St. • Wausau, WI 54403 • Phone: 715-843-7292 • Fax: 715-843-7292

Memo

To: Daniel Guild, Keith Donner, Jennifer Higgins & Michael Wodalski

From: Mark

CC: Heath Tappe

Date: 2015-07-30

Re: Ridgeview - Finance Committee – East Everest Ave

Based on the questions and comments we heard at the meeting of 2015-07-29 it appears that there is a believe by some at the Village that the connection, from the Ridgeview subdivision to East Everest Ave, is being completed in part or in whole at the request of Denyon Homes and just for the benefit of Denyon Homes. The failure to obtain a second on a motion to have Denyon contribute 50% of the costs indicates the finance committee members want even more of a contribution from Denyon. **Please let it be clear that Denyon Homes has not requested the connection, has no interest in the completion of the connection and has no interest in contributing to its completion – other than that proposed portion which lies within the subdivision.**

That is not to say we do not understand the issues of connectivity faced by the Village. We have no objection to the completion of the connection. However, there is no financial benefit to the subdivision. Yes, there may be some residents that would take advantage of a more direct route to STH 29. However, many more residents would likely appreciate the lower traffic on the short looped streets of Crest Ridge and Tower Ridge – just as the East Everest Ave residents do. These short looped streets act almost like a cul de sac, in terms of low traffic flow. No connection to East Everest was certainly the sentiment of the existing Phase One Ridgeview residents during the Rennes rezoning and site plan approval process.

This is a marginally located subdivision. It should be noted that this Ridgeview location is our least desirable location of our current projects - that is a negative market driver. These lots are smaller and narrower than our other locations. There is a mobile home park to the north, there is an adjacent electrical substation to the northwest and the western four lots are significantly impacted by the overhead electrical transmission lines. These are not high value lots and the development costs need to be monitored closely.

When the infrastructure costs become too great it's just not worth the risk to complete the project. The subdivision was approved without the street connection being proposed or required. There is an initial developer agreement on required infrastructure that do not include many of the items not being asked for. The infrastructure has been mostly completed. The vacant lots were purchased by Denyon Homes before the new Connectivity Policy and changes in construction standards. These all represent additional costs not factored into the financial analysis completed by Denyon Homes on the viability of completing this blighted subdivision.

We have tried to be cooperative with the Village in getting the project completed as originally proposed. So far we have not objected to the 50% increase in base coarse requirements, nor the addition of sidewalks or the requirement for concrete driveway aprons and the street trees. These are all new costs added to the project. Some of the new facilities do not even abut Denyon Homes lots, such as the

approximately 725 feet of sidewalk adjacent to the Rennes complex. A comment was previously made that a \$25,000 project cost increase for the connective street represents just only a \$1,000 increase per lot. However, with all of the policy and standard changes, **that have taken place after the purchase** of the vacant lots, the total increase in cost **just within the subdivision** are substantial, at **\$141,516** and are summarized as follows.

Additional Costs Due Changes to Policies and Construction Standards			
Item	Total Bid Cost \$	\$ per Lot	\$ per foot of Street
CABC – 12" vs 8"	16,912	768.73	9.77
4" Sidewalks	54,940	2,497.27	31.74
6" Sidewalks	15,470	703.18	8.94
Driveway Aprons	27,720	1,260	16.01
Traffic Circle	5,474	248.82	3.16
Street Trees	21,000	954.54	12.13
Total	141,516	6,432.55	81.75

The value of lots - what people are willing to pay - is driven by market conditions, not the costs to develop. There is no scaling up of the development costs to establish a sales price. Every dollar needed to develop the lot reduces the viability of the project. The changes in policies and standards - just within the subdivision - have added \$6,432.55 per lot, as shown above (based on contractor bids of 2015-07-29). These costs have made an already marginally viable project a questionable venture.

We understand and appreciate the challenges of developing and satisfying what is in the best interest of the Village. However, current market conditions do not allow for unlimited additional expenses and upgrades required by the Village, especially adding additional developer contribution, of any amount, for an additional entrance street. The costs cannot be absorbed into 22 lots.

Denyon Homes cannot pay for any additional expenses outside the current development. We could determine a contribution strategy by reducing sidewalks or some of the other new expenses. If we could develop under the original developer's agreement and not incur those proposed new expense dollars for sidewalks, driveway approaches and street trees, we could provide some contribution to build the new entrance. This type of compromise would benefit the Village (with new entrance) and also the current neighborhood, as everything would be uniform with the existing Ridgeview.



Meeting of the: PLAN COMMISSION
Members: Loren White {c}, Mark Maloney, Tina Kollmansberger, Mike Stenstrom, Fred Schuster, Dave Diesen, & Hooshang Zeyghami
Location: Weston Municipal Center (5500 Schofield Ave) – Board Room
Date/Time: **Monday, August 12, 2013 @ 6:00 P.M.**

MINUTES

1. Call to Order

A. Roll Call of Attendance

White called the meeting to order at 6:00 p.m. Present was: White, Maloney, Kollmansberger, Stenstrom, Schuster, Diesen, and Zeyghami. Planning & Development Director Higgins, Public Works Director Donner, Building Inspector, Tatro, Planning & Development Intern, Wehner, and Recording Secretary, Parker were also present. There were 15 audience members in attendance.

B. Approval of Agenda/Consent Items

**M/S/P Diesen/Schuster: to approve the Agenda: Higgins requested that Unfinished Item (A), and New Business Items (A) and (B) be discussed together.*

2. Public Comment

Cheryl Kelly, 4415 E. Everest Avenue, Weston, was present, and handed out an attachment. She stated that she has two issues to discuss related to the Rennes project. The first issue is the emergency access that Rennes is proposing to come off the cul-de-sac of East Everest Avenue from the Rennes property. She feels that the siren-activated gates should be installed now, rather than later. She feels that it should not be the burden of the neighborhood to police any vehicles that may travel through there, once the project is done, and that access is limited to emergency vehicles only. She stated that by having the gates in there now, during the construction phase, they would not have to disturb any newly paved or seeded lands, in order to run the power out there. She also feels that by putting the gates in now will allow for the traffic to get used to seeing them. She does not want this to be just a signed emergency entrance, but gated. Her second issue is with the connection of the two cul-de-sacs (East Everest Avenue to Tower Ridge Place). She questioned the saleability of the two lots where the R-O-W easement will run through. She questioned who will pay for the connection of those cul-de-sacs.

Kelly pointed out the section of road (within the Ridgeview Subdivision) that is completed, and what is not completed, [shown on her map](#). Donner stated that the remainder of Tower Ridge Place and all of Crest Ridge Avenue were not constructed yet, as this was a phased development. He stated that the remaining lots could not be developed until the road goes in. He stated that the utilities have been installed throughout the subdivision, just not the road. This development is now bank owned. Donner stated during this project an agreement to do construction in a phased approach was made. Kelly questioned whether a surety bond was put up by the developer. Donner stated there was a surety bond for the first phase, but not for the future phases. Kelly feels the subdivision should have been constructed, and that the Village should be obligated to construct those roads. She [read a section of our code \(Chapter 74, Article 4\)](#) where it discusses required improvements. She feels that

the Village dropped the ball on not obtaining the surety bond for the entire development. Stenstrom commented to Kelly that this was a phased project, the first phase was completed, and the developer no longer owns the property, there is nothing more that can be done by the Village or by the original developer. Kelly stated that though there is concern about the safety of the residents, there should also be concern about the residents of the neighborhood being able to get out. She stated that it appears that Village staff is recommending a shorter route of connecting the two cul-de-sacs to supply another outlet for the subdivision, rather than completing the road (Crest Ridge Avenue) out to Von Kanel Street.

Jason Macdonald, 6206 Kirk Street, was present, and explained how his family moved here about 6 years ago. When they moved here, the exit-way from East Everest Avenue onto Barbican Avenue was relatively new yet. In their 6 years here, they have seen an increase in traffic from residents cutting down Kirk Street from Jelinek Avenue, to be able to access Camp Phillips Road by the traffic lights. He does not want to see his neighborhood disrupted. He feels that if the Village makes the connection between Tower Ridge Place and East Everest Avenue, he feels the traffic will instead funnel through that subdivision to East Everest Avenue, versus Kirk Street. He stated that there are more and more young families moving in to the neighborhood there, and kids enjoy riding their bicycle to the round-a-bout, and he would hate to see this area disrupted.

3. Consent Agenda Items

A. Consideration of Previous Meeting(s) Minutes

- i. July 8, 2013 Regular Meeting
- ii. July 29, 2013 Joint Plan Commission & Village Board Comprehensive Plan Update Workshop

B. Acknowledgement of Sign Permits Issued

C. Acknowledgement of Certificates of Occupancy Issued

**M/S/P Schuster/Diesen: to approve the Consent Agenda Items.*

4. Unfinished Business

A. Public Hearing to consider a request relative to application OPDA-6-13-1340 having been filed with the Village Clerk by Mark Thompson, P.E., of MTSLLC, 2000 Lester Street, Weston, WI 54476, for the current property owner, Randy Balk, of Intercity State Bank, 962 Grand Avenue, Schofield, WI 54476, and future property owner, Al Kratky, of Rennes Development Company, 261 French Street, Peshtigo, WI 54157, requesting An Amendment (OPDA-6-13-1340) to the original OPD (REZN-5-11-1190), to allow for a 35,000 square foot building addition (50 bed skilled nursing addition) at the existing Renaissance Assisted Living Facility, 4605 Barbican Avenue. - Tabled at 7/8/13 PC Meeting

**M/S/P Stenstrom/Diesen: to take this Public Hearing off table.*

[Clerk's Note: This hearing was closed prior to it being tabled in July, and now at the point of Plan Commission Member/Staff discussion. This item along with New Business items A & B are being discussed as one.]

5. New Business

A. Discussion and Action on Site Plan CSIT-6-13-1339 ERU-6-13-1340 for a 35,000 square foot building addition (50 bed skilled nursing addition) at the existing Renaissance Assisted Living Facility, 4605 Barbican Avenue

B. Discussion and Recommendation to the Village Board on Planned Development Amendment OPDA-6-13-1340 requesting An Amendment to the original OPD (REZN-5-11-1190) per Site Plan (CSIT-6-13-1339 ERU-6-13-1340), to allow for a 35,000 square foot building addition (50 bed skilled nursing addition) at the existing Renaissance Assisted Living Facility, 4605 Barbican Avenue

Mark Thompson, MTS LLC, 2000 Lester Street, was present as the consultant for Rennes Group. He explained the concept site plan that had been presented at the last meeting; since that time they have now submitted their final plans. Thompson stated that they are still working through the utility issues with staff, however.

He stated that there have been two major changes. First, they removed the proposed temporary driveway (from East Everest Avenue cul-de-sac to existing parking lot), leaving the emergency-only driveway (during the construction phase, employees, visitors, and deliveries will use this driveway). He stated the contractor will build a portion of the permanent staff parking lot first, and use that as the temporary access for staff, deliveries, and skilled-nursing facility patients, out-patients, and visitors (from East Everest Avenue). The connection between East Everest Avenue and the Valdres Springs Court cul-de-sac will become a private area, and the 7 or 8 parking stalls on the south will be constructed after some of the initial utility work, and will be used as the access point during construction for employees and skilled-nursing facility, which will still have their main access off of the cul-de-sac.

The second change that they made was to rotate the staff parking lot (in the northwest) to accommodate a potential future street between the East Everest Avenue and Tower Ridge Place cul-de-sacs. They left enough space for a 66' right-of-way, and the appropriate setbacks from the right-of-way to that employee parking lot. To get the number of required parking stalls, they have incorporated the service driveway into the eastern tier of the parking stalls.

Thompson stated that the operation is still the same for the permanent facility where primary access will come off of Barbican Avenue, through an existing driveway approach, west of the round-a-bout. Deliveries and employees will then use the new northern service driveway (from the new eastern parking lot) to get to the backside of the building.

The two utility issues that they are working out is the relocation of the watermain and the stormsewer, which will become dedicated facilities to the Village after construction. Some of the existing sanitary and storm will be converted from public facilities, partially abandoned, and some reused for private services, as part of the expansion. He commented that Village staff's recommendation talks about having to complete these easements, which Rennes will do as they finalize the design of the utility locations; and some transfer agreements, transferring the interest in operating and maintaining those pipes that were once originally public into private lines.

Thompson stated that as part of Village staff's recommendations, there is discussion on that connector street. The Rennes group has been cooperating with laying that out and adjusting the staff parking lots to accommodate that potential future street. They did show this in some earlier working drawings for the benefit of staff to review, and have removed that from the site plan that they have presented. That is not really a horse that they have in the race on the site plan approval, other than they left space on the site plan to accommodate it.

Thompson read the four Policy Alternatives listed in the Staff Memo. He stated that at this time, the Rennes will continue to cooperate with the Village on development of that right-of-way, if at some point in time there is a Village project to construct the street. Rennes would not want to see that

portion of the existing duplex Lot 5, and portions of the bank-owned lots (46 & 47) encumbered by the Village for a project that may not happen. They would be interested in the first Policy Alternative to approve the site plan as presented, at least in regards to that potential street between the two cul-de-sacs.

Thompson stated that this project is fairly complicated in that they have the street vacation, utilizing the duplex lots from Arndt Subdivision (Valdres Springs Plat) originally, as well as some of the bank-owned lots. They will have to complete a CSM to combine all of these lots. Initially, this will become a 2-lot CSM, due to TIF District issues (part of the land being in the TIF and part of the land being outside the TIF). Then once the TIF closes, there likely would be a consolidation of the two CSM's (which Thompson had shared a [draft copy of the 2-lot CSM](#) tonight).

Thompson commented with regard to the gate and snow removal. He stated gates in this climate can be difficult when it comes time for plowing and maintaining (as far as plowing snow and ice from around the gate). He commented that with the electrical plans, they will run conduit from the facility to the emergency entrance area, in case there is a future need to install the siren-activated gate. At this point, they understand that employees will be employees, and the littering/smoking issues (that were previously brought up) have been addressed with the employees. Thompson stated that if neighbors call the Rennes, or call the Village, on problems they are having with Rennes employees (such as using the emergency access), he feels Rennes would address the problem. It is an on-going commitment from the Rennes Group that emergency access there is to their benefit, and understand the neighborhood concern about routing traffic there. They will certainly work with the Village to be sure it does not become a nuisance to the neighbors.

Thompson commented about the concerns brought up previously on the traffic during construction from the deliveries, employees, patients, and visitors. Rennes is working with their vendors to make an effort to minimize the delivery vehicle size coming through the neighborhood, while the access is off of East Everest Avenue. Maloney confirmed that delivery vehicles, employee, visitors, and patients will only be accessing the property from East Everest Avenue during the construction phase. Thompson stated that they had discussions with the construction contractor on the ability to construct the service road and eastern parking lot first to allow all vehicles to enter from Barbican Avenue, but it was explained that there is not enough space that this would create too much conflict and hazard to be mixing regular campus traffic with the construction traffic. Thompson confirmed that construction vehicles will only be accessing the property from Barbican Avenue.

Kollmansberger questioned (once the access point to East Everest becomes emergency access only) if they could at least consider installing video surveillance. If so, would they have staff watching the video all the time? Thompson stated they are not planning to install that right away, but if it is found that employees are abusing the emergency entrance, a camera could get installed and watched, and disciplinary action taken.

White questioned Donner on the easement shown, which is a fairly narrow strip that runs westward off of Crest Ridge Drive. Donner stated that is an existing easement to connect watermain from the Ridgeview Subdivision towards the water tower. Donner stated that staff is looking at this as an opportunity to make a reservation of a right-of-way and a utility easement in the event we would ever want to connect those streets through, though it is not our intention to connect the streets now. White confirmed that staff feels a utility easement wide enough for a roadway (66' wide) would be the thing to do. Donner stated that he does not know if this is a necessity in the present, but whether there is a way to put some language in a developer's agreement, short of a Certified Survey Map with a certificate of dedication, and again not putting any time certain on this. This would be a case

where the Village would need to make that construction at some point in time in the future, but again this would be an opportunity to eliminate a dead end. In principal, we would like to eliminate all dead ends, whether it be on roadways, watermains, etc.

Thompson stated that he suggests a developer's agreement that would address all the steps that are hanging out there (such as the CSM, utility easements, transfer agreements, etc.) that the Rennes and successors would continue to cooperate with the Village if and when that project would become a reality. Their concern now is to dedicate the right-of-way or dedicate an easement to a project that does not have support. Donner pointed out some of the staff recommendations written in the staff memo which staff would like to see taken care of.

Higgins stated there are 10 staff recommendations listed in the staff memo, and the most important items listed are #1, #2, and #10 (of the attached staff memo). She stated that staff is taking the recommendation of the Fire Chief, with his request that the emergency entrance not be gated at this time. Staff is also recommending that there be a temporary access on E. Everest Avenue for staff, clients, and deliveries during the construction period. Staff is requesting the road right-of-way dedication and utility easement. Higgins stated that it is her opinion that if we do not get this now, and it does not get on a map, who will remember 10 years down the road, that this is here. She wants to see this recorded so that it shows up on the map. Higgins stated that when she (staff) was looking at the Ridgeview Subdivision, she was looking at this as the future road being platted (even though they are not constructed yet). That the access road on to Von Kanel Street (Crest Ridge Avenue), is something that will be built in the future. So that future road was not an issue as staff looked at this. She stated that we are looking at connecting the neighborhoods now and brought up that it should have been connected years ago. This is what staff is suggesting the Plan Commission recommends to the Village Board for final approvals.

Schuster stated with respect to the gated emergency access, and Schuster read [Meilahn's e-mail to staff \(attached\)](#). Schuster stated it is more important to get to the scene, should there be a fire or other type of disaster. Schuster is not in favor of putting a gate in there now. He feels Rennes will not forget these meetings, and will work with the neighborhood if situations arise.

Hooshang feels that Rennes will work with the neighborhood, and commented on the fact that they are willing to run the conduit out to that entrance in the event they need to get power out there.

Diesen stated that he is happy with Rennes being in our community and is excited about the addition.

Stenstrom feels Rennes is a benefit. He stated staff are human, and the smoking issue have been worked out. He recognizes the inconvenience to neighborhood with the traffic they will encounter for about 12 months. He feels this will be heavy truck traffic along with staff. He does not like the idea of Rennes waiting until the neighbors complain to put up the siren-activated gate. He is in favor of the gate going in now. He does not want to inconvenience the neighborhood after the construction.

Kollmansberger feels monitoring should be done. From an HR perspective, she wonders what will happen to the employees who abuse the entrance, how else would Rennes prove that their staff are or are not abusing that entrance. She feels surveillance would take care of this, and would like to see a surveillance system put in. This will protect Rennes and the neighborhood.

Maloney is troubled with the thought of placing the burden on the neighborhood. He also wants the siren-activate gate up immediately. He wants Rennes to be the one watching and taking care of

issues, not the neighbors. He stated that the emergency vehicle can break through the gate fast, if need be.

White commented that his only concern is with the easement between the two cul-de-sacs, he stated we need to see something written. Maloney feels that we are placing too much attention on that easement and not any attention on finishing up that road to Von Kanel Street. Maloney would like to see the unfinished road be constructed now. Higgins stated this is just a plan to connect the cul-de-sacs. Higgins stated we do have dedicated road right-of-way, and that can be completed at the same time. But that is a question for the Village Board. They would need to administer the funds for that or the assessments. We are just requesting that we plan for the future connection. We already have dedicated road right-of-way for the plat, and now we (staff) are just asking for this connection, because if we do not ask for this now, we will never have a chance again. Maloney commented that years ago prior to the Valdres Spring Plat was being looked at they originally were planning to extend East Everest Avenue all the way to Von Kanel Street. Higgins explained that was planned, but then it was requested to be vacated and the cul-de-sacs were created to appease the residential neighborhood at the time.

Thompson stated that they have no objections about getting this in writing. Their concern is that they will dedicate land to the Village now, and if it never gets constructed, Rennes is basically orphaning 3 lots to the Village. Thompson stated that if they could show a dotted line on the CSM reading "reserved for road", as he is trying to avoid easements or dedications, because he feels the Village will not decide for a very long time. He said there is no reason to connect these streets at this time, as there is no constructed street to connect it to. Thompson stated that the bank cannot be investors and build a road without a buyer in place (due to Federal laws). Stenstrom feels that eventually, there will be an offer on that land. Thompson stated that Rennes has already altered their plan to accommodate the Village. Thompson stated that he is not debating that the roads in Ridgeview will never get built, he is debating that the Village has approved two plats before, and whatever pressures were there at that time, that street did not get connected. Thompson stated that he is not convinced that there is a neighborhood will for it, or an elected Board who will have the will for it either. He has no problems with something in writing that there is that reservation, but it would not be his recommendation for Rennes to throw the land away, because there is serious concern on whether a road will be built. He stated that he understands staff's recommendation; and in a neighborhood meeting he had with the Ridgeview Subdivision residents, he understands the staffs' desire to have that road, as it disbursts traffic and provides much more flexibility. For the person on the cul-de-sac, it will create more traffic; however, for those on East Jelinek Avenue and Von Kanel Street, they will see less traffic as it gets disbursted. He stated that he understands there should be a road there; however, it has not happened twice already, maybe the third try will be the one. He is just debating the language used for reserving that corridor, and he would prefer it not be a street dedication or a right-of-way easement. He stated that they could certainly note on a CSM as "reserved for", but not dedicated to the Village until there is a project that needs it. Zeyghami stated that there needs to be some teeth to the document, that "reserved for" is not really strong enough. Thompson stated the teeth could be in the developer agreement or some other document. The difficulty is in making the commitment now, and Rennes donating the land to the Village with nothing happening.

Al Kratke, Rennes Group, 261 French Street, Peshtigo, commented that they just spent \$25,000 to now give land to the Village for something that may or may not happen in the future. He stated that they will write it up in an agreement, though. Maloney commented the Village should pay Rennes for that land. Diesen stated the corporate entity, staff, and legal counsel can come up with some

language without a transfer of funds to express the future interest of the Village and the corporate entity with regards to this.

Higgins stated to Thompson that with or without the road going through, this lot could be built on as a residential lot (although it would require rezoning and opening up the OPD).

Pat Kelly, 4415 E. Everest Avenue, pointed out that the upper cul-de-sac (Tower Ridge Place) does not even exist, and to connect the two cul-de-sacs, the Village would have to create the remainder of that road (and in his opinion the rounded cul-de-sac also). Donner stated that if the right-of-way were needed for a road, the rounded end would not be there, just a straight road.

Thompson stated if the Village is 95% certain that they will build a road, they will work out the language now, whether an easement or a dedication. He pointed out that at the last Plan Commission meeting, there were a couple of members who would not support the connection, so he and Rennes has a concern that there is not the political will to connect the roads, and if that is the case, they would prefer the 1st Policy Alternative, to approve the site plan, with the condition of a developer's agreement to address all the odds and ends that are hanging out there, and one of them being how do we reserve the Village's interest in a corridor for a future road if it ever gets built.

M/S/P Diesen/Schuster: to approve the site plan for Rennes Group as presented, with the 10 recommendations from staff on the Staff Memo, and adding that the underground conduit be run from the facility to the emergency entrance as offered. Diesen commented within his motion that he does not support the mechanical gate being installed for this project, and supports the Fire Chief's recommendation. He is willing to put faith in the developer and the neighborhood. Q: Maloney questioned the language to be used on the road right-of-way. Diesen stated he is in favor of the language written by staff (#10). He wants something in writing that will allow staff to see what was spoken about and planned. Higgins confirmed Diesen is only referring to the easement, not the no road right-of-way dedication. Diesen does not want to make Rennes go through the extra expense to have this on a map. Stenstrom confirmed that the motion as stated is for the utility easement, if Diesen chooses to modify the easement, he may, however, it appears we are planning to enforce an easement. Zeyghami recommended we stay with staff's recommendation. Thompson questioned reserved with a certificate of dedication is not real clear to him. Diesen stated that he is modifying his motion to go with staff's recommendation on #10 (utility easement and road right-of-way dedication). Higgins stated if Plan Commission is approving staff's recommendation, the motion should be stated that Plan Commission approves the site plan with the **changes and additions as detailed in the staff site plan report, along with the addition of the conduit. Diesen/Schuster agreed to revise their motion and second. Thompson questioned if at some point when they get to the land use plan and the rezoning, if it can be modified so that so that lot 47 stays residential, because there is no reason for it to be commercial. Higgins stated this can be brought up at the August 19th Village Board Meeting. Stenstrom and Maloney voted – nay. Motion carried.*

i. Discussion & Action on **Finding of Fact & Recommendation** by the Village of Weston Plan Commission

**M/S/P Schuster/Diesen: to approve adopting the Finding of Fact and Recommendation. Motion carried.*

C. Discussion and Recommendation to the Village Board on Residential Business Permit for Jennifer Deane, Jenny's Cakes, 6104 Isaiah Street (**RBUS-8-13-4660**)

Higgins explained that Deane is requesting to operate her business out of her home. She had previously started her business within her home, but then the County Health Department discovered this. She then utilized Johanna Mays, on Callon Avenue, licensed kitchen to make her cakes. Higgins stated that the Deane's met with Tatro and submitted plans to add a licensed kitchen on to their home. Higgins stated this is very similar to the Loving Traditions cake business in the same neighborhood. Staff recommends approval.

**M/S/P Schuster/Diesen: to approve the Residential Business Permit for Jennifer Deane. Q: Higgins commented that they will have to obtain a building permit and provide a certificate from the County Health Department certifying her kitchen. Schuster questioned if she will be receiving a penalty for operating a business without the proper permit. Higgins stated that at the time this was discovered by staff, Mrs. Deane had already moved the business to Johanna May's commercial kitchen and no enforcement was necessary. Tatro commented that in many cases, these people do not even realize that they need a permit. Schuster voted – nay, due to her previously operating without a permit. Motion carried.*

D. Discussion & Action on Auto Select Parking Lot & Landscaping Plan, 3101 Schofield Ave. (CSIT-8-13-1349 ERU-8-13-1350)

Tatro explained that he noticed they had started a parking lot project that required review and landscaping, since the project was more than a resurface. Tatro had them stop construction until a plan could be submitted for review. They are now supplying the required plan. He stated that Auto Select has been having issues with gas station customers cutting across to his parking lot. There are a few issues to be worked out with staff which is curbing being supplied on the west portion of the parking lot, verifying the curb construction (thickness), parking stall sizes, and the location of the trash and utility enclosure.

**M/S/P Maloney/Diesen: to approve Auto Select's Plan, based on the [Staff Memo](#).*

E. Discussion & Action on Multi-phase Parking Lot & Landscaping Plan for T&A Hoffmann, LLC Multi-Tenant Building, 5503 Schofield Avenue (CSIT-8-13-1351 / ERU-8-13-1352)

Travis Hoffman, 2104 Meadow Brook Way, Wausau, was present. He recently purchased this building. They are currently undergoing some tenant space modifications. He is requesting a 4-year phased approach to complete his parking lot.

He explained some of the issues they are having with tenants and customers going in and out of this site. He stated that he has worked with Wodalski on the stormwater review, and he stated that Wodalski informed him he did not need a SWMP since they are not increasing the size of their parking.

His plan is to put in road base in this year, let it go a year, so he can save up money for finishing it next year. Would like a deadline of next summer to pave. Based on the landscaping requirements, he may be able to put that in this year. Zeyghami suggested he put down one layer of pavement this year and the second layer next year.

**M/S/P Schuster/Maloney: to approve the phased parking lot and landscape plan, based on [Staff's recommendations](#). Zeyghami questioned the materials going in. Hoffman stated they plan to put down 12" of roadbase and compact it this year. White commented about Fish Tank and their phasing process, but it never worked out. Higgins stated the Fish Tank intended to submit a phased plan, but went out of business before the phased plan was ever submitted to Plan Commission for approvals.*

F. Discussion and Action on Site Plan for S.C. Swiderski, LLC Multifamily Development for River Edge Apartments on the corner of Ryan Street and Schofield Avenue (MUFS-7-13-1344 ERU-7-13-1335)

Chris Karch, 301 Main Street, Mosinee, and Greg Aleckson, Point of Beginning, 5709 Windy Drive, Stevens Point, were present. Karch stated this is for an 84-unit development. Looking at this being a higher end development. He explained the size buildings and number of units within the buildings. Schuster questioned the storage space available for their tenants. Karch stated that they plan to build large enough garages for storage. He stated that they will be building larger closets to allow for additional storage space for their tenants. There will be no basements, and the duplexes will be walk-out buildings. Karch stated that as part of the lease agreement, they do not allow tenants to store boats, etc., outside. Schuster stated that his concern with these type of developments is that with there being no place to store things, tenants will fill their garages up with stuff, and will leave their vehicles outside.

Karch displayed some samples of the exterior products used on the buildings. Their shingles will be the 30-year architectural shingle. Brick requirement will be met. Siding will be vinyl and they plan to dress it up with shake-looking material near the top. Although the buildings will be the same colors, they will have a different look to them, due to size variations.

Higgins stated the 8-unit's will be along the Mountain-Bay Trail (south side of property). The streets in this development will all be private. There will only be rental units – no condos. White requested that they ensure their tenants realize that the Village will not be plowing their streets, so that they are not calling the Village during the winter months. They will hire out a contractor to remove the snow.

Higgins stated there are contingencies on the utilities within the staff report.

Aleckson commented on the layout, and how they plan to match the utilities standards required in the staff report. He stated there will be meetings for pre-bid and pre-construction, where they will make sure all the utility work is coordinated.

Donner stated Stormwater reviewed under original development, and no substantial change. It was explained that they drain right into a large diameter sewer. There is a large basin in the backyards of the units for stormwater. They are just changing some connection points and inlets.

Maloney commented that he knows that Swiderski's will request references from their tenants, before leasing out. Karch listed off 5 different municipalities where they have developments. Higgins commented that Swiderski's just purchased apartment buildings on Ferge Street and will begin upgrading them later this year.

This project will be done in phases over a period of 18 months. Donner discussed the construction and paving on the streets. He stated that they should at least pave across the driveways.

**M/S/P Maloney/Stenstrom: to approve the site plan for SC Swiderski, based on the Staff Memo.*

G. Discussion and Action on Site Plan Building Addition at K & A Manufacturing, Inc., 6703 Zinser Street (CSIT-7-13-1346 ERU-7-13-1347)

John Morache, United Structures, 3905 Stacy Circle, Wausau, and Bill Knighton, owner of K&A Manufacturing, were present. Morache explained that this is an extension of the existing building

100 feet south, and consisting of 27,500 sq. ft. They plan to use all the same materials as on the existing building. There is EIFS and glass on the exterior of the existing building, and because of inside use of the building extension, they are planning to only add the EIFS and no glass. Rest of building is metal panel. There will be three loading docks and a large overhead door. They are also asking that Plan Commission waive the curb requirement on the back of the building, as there is no employee parking back there, just truck traffic.

Higgins stated that during staff review, it was noticed that the required landscaping from the original approval, had not been completed. Staff is requesting they submit a new landscape plan, including the enclosure for the dumpsters and mechanical equipment. Higgins stated that back in the early 2000's while we were growing fast, a lot of these types of requirements were never followed-up on to make sure that they were installed. Diesen questioned that the parking lot lighting is sufficient. Morache stated no new lighting is proposed. Morache stated that there had been extensive landscaping installed, but it was not enough to meet code. They are hoping to work this out with staff on a plan. They are planning to incorporate primarily grass on their landscaping plan. There was a question on the employee parking. Knighton stated there is plenty of employee parking in front of their building now, which would be sufficient enough, even if they doubled the number of employees. Higgins stated that manufacturing does not require as much parking. Knighton stated that they plan to hire another 10-15 employees in the next year. Higgins can work with the owner to address outstanding issues. Knighton commented that back when they initially built, they had Zuleger come out and review their landscaping, and stated that Zuleger at that point told them they were fine. Knighton then commented on his sprinkler system, and how nice his lawn is.

**M/S/P Diesen/Kollmansberger: to approve the Site Plan Addition for K&A Manufacturing, based on Staff Memo.*

H. Discussion and Action on Proposed Modification to Original June 2012 Site Plan Building Addition Approval at Country Fresh Meats, 9908 Weston Avenue (CSIT-5-12-1290 ERU-5-12-1291)

Higgins stated they are requesting to decrease the size of the pen area and change some of the material used on the exterior. Staff recommends approval.

**M/S/P Schuster/Maloney: to approve the Site Plan Modification for Country Fresh Meats.*

I. Discussion and Recommendation to the Village Board on the Comprehensive Outdoor Recreation Plan (CORP) 2013-2017

Higgins stated staff recommends Plan Commission's approval to the Board. She stated that although this Plan will be up for modifications in the next year, along with our Comprehensive Plan update, we need this approved now for DNR grant purposes.

**M/S/P Maloney/Stenstrom: to recommend approval of the Comprehensive Outdoor Recreation Plan to the Village Board.*

J. Discussion and Recommendation to Village Board on Appointment of Plan Commission Member to fill vacant Village seat on Joint Town/Village of Weston Extraterritorial Zoning (ETZ) Committee.

Higgins stated that Kollmansberger and Zeyghami both offered to be on the ETZ committee; however, since Kollmansberger offered first, we would like to appoint her to the committee.

All members were in favor of this appointment.

6. Staff Reports

1. **Report to Plan Commission on Zoning Code Update Project**
 - i. **July 17, 2013 Intergovernmental Zoning Steering Committee Discussion Notes**
2. **Report to Plan Commission on Comprehensive Plan Update Project**
 - i. **July 29, 2013 Joint Plan Commission & Village Board Comprehensive Plan Update Workshop**

Higgins stated these are the minutes from previous meetings, and staff met with the consultant for four hours today to go over the first 4 chapters of the new draft zoning code. There will be another joint meeting of Plan Commission and Village Board most likely scheduled in October.

7. Commission Member Business

Diesen questioned Jerry Hoffman if he had any comments for Plan Commission. Hoffman questioned if the new Rennes addition will add to the amount of traffic that they already have. He questioned when the construction will occur. Zeyghami stated Rennes may be stricter than Weston as far as what hours they will let their contractor work due to their elderly residents.

8. **Set Date for Next Meeting:** September 9, 2013, 6pm

9. **Adjourn**

White adjourned the meeting at 8:10 p.m.

Respectfully,

Valerie Parker

**Valerie Parker
Recording Secretary**

VILLAGE OF WESTON
PUBLIC HEARING COMMENT

This form is to be completed and submitted before the start of the hearing.

PLEASE PRINT

Date: 8/12/13

Name: Cheryl Kelly

Address: 4415 E. Everett Ave

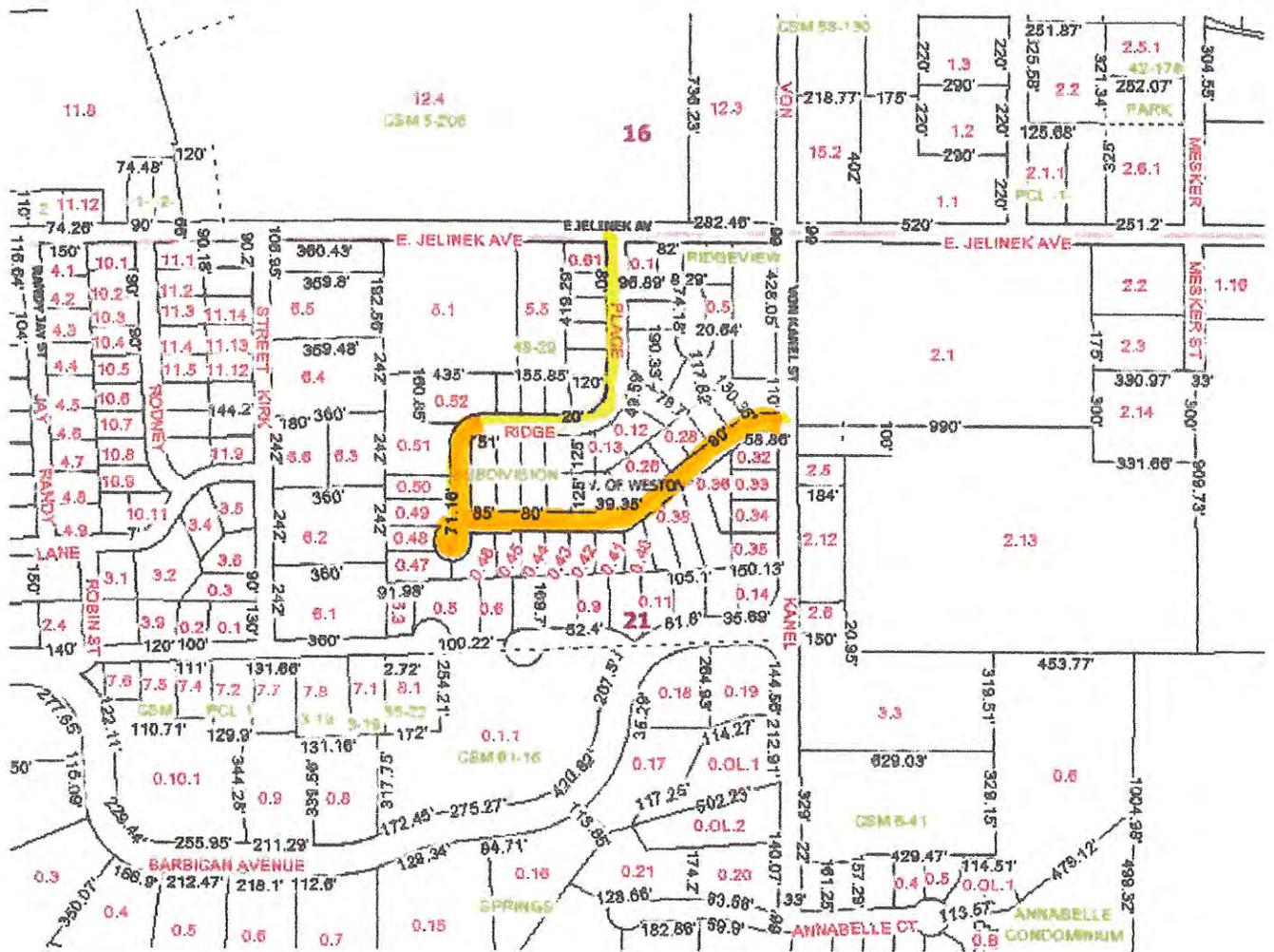
Issue: Raines - Security gate &
Right of Way - Ridgview Sub division

Do you wish to make an oral statement? Yes No

Position In Support In Opposition Undecided

Representing (If someone other than yourself) _____

Comments _____



Municipal Code of Ordinances

Chapter 74 (Sec. 74.100 - 74.136) Subdivision Regulations

date of the last approval of the plat and within thirty-six (36) months after the first approval per Wis. Stats. §236.25(2)(b)

(h) *Copies.* Per Wis. Stats §236.27, the subdivider or subdivider's agent shall file one true copy of the recorded plat, containing Register of Deeds signature and documentation (volume/page, etc.) to the Village Clerk as a public record within thirty (30) days from the recording date at the Marathon County Register of Deeds.

(Code 1982, §§ 16.04(1)--(4), (7), (8), 16.08, Ord. of 11-18-2010)

ARTICLE IV. REQUIRED IMPROVEMENTS*

Sec. 74.112. Generally.

(a) The subdivider shall install street and utility improvements and other improvements indicated on the plat as provided in this article. If such improvements are not installed as required at the time the final plat is submitted for approval, the subdivider shall, before the recording of his plat, enter into a contract with the village agreeing to install the required improvements. The subdivider shall file with the contract a bond meeting the approval of legal counsel or a certified check in an amount equal to the estimate of cost prepared by the director of public works. Such bond or check shall constitute a guarantee that such improvements will be completed by the subdivider or his subcontractors not later than one year from the date of recording of the plat, or not later than 120 days after storm sewer, sanitary sewer and water utility installations have been completed if the subdivider or contractor elects to have such improvements installed by the village or any municipality involved. It shall constitute a further guarantee that all obligations to subcontractors for work on the development are satisfied. Upon completion of the required improvements guaranteed by the bond or certified check, and to ensure that such improvements have been installed in accordance with the approved final plat, a detailed as-built survey plat of the subdivision, indicating location, dimensions, construction materials, and other information required by the planning commission, shall be submitted to the planning commission by the developer.

(b) The contractor and/or subcontractors who are to be engaged in the construction of improvements on dedicated street rights-of-way shall be designated as qualified for such work by the director of public works.

(c) Governmental units to which these bond and contract provisions apply may file in lieu of a contract or bond, a letter from officers authorized to act in their behalf, agreeing to comply with the provisions of this article.

(Code 1982, § 16.04(6), Ord. of 11-18-2010)

* **Cross References**—Streets, sidewalks and other public places, ch. 70: conveyance to village before construction of roadway or highway, § 70.106(b); utilities, ch. 86.



Meeting Date: 8/12/2013
Agenda Item:

STAFF REPORT

REPORT FOR: Chairman White and Plan Commissioners

REPORT PREPARER: Jennifer Higgins, Planning & Development Director

ITEM DESCRIPTION: Site Plan (CSIT-6-13-1339 ERU-6-13-1340) for a 35,000 square foot building addition (50 bed skilled nursing addition) at the existing Renaissance Assisted Living Facility, 4605 Barbican Avenue.

STAFF'S COMMENT: This action item is being presented to the Plan Commission to consider the Planning & Development Director's recommendation that the following motion be approved: "The Plan Commission approves the preliminary site plan with the changes/additions as detailed in the Staff Site Plan Report CSIT-6-13-1339 ERU-6-13-1340."

ACTION ITEM: Ordinance Resolution Motion File

DATE OF REPORT: Wed, Aug 7, 2013

DATE OF MEETING: Mon, Aug 12, 2013

FISCAL SUMMARY:

Budget Line Item: _____
 Budget Line Item: _____
 Budgeted Expenditure: _____
 Budgeted Revenue: _____

STATUTORY REFERENCE:

Wisconsin Statue: Chapters 61.35, 62.23
 Administrative Code: _____
 Municipal Code: Chapter 94
 Judicial Ruling: _____

Policy Question / Issue:

Should the Plan Commission make a motion to approve the site plan as proposed?

Background:

In 2011, the Renaissance Assisted Living Facility approached the Village about expanding their current facility on Barbican Avenue in the Valdres Springs Subdivision. At that time, they had planned to purchase 10 duplex lots from the Jay and Barb Arndt (developers of Valdres Springs Subdivision) and had discussed vacating Valdres Springs Court to allow for them to add on to the existing facility. They successfully petitioned the Village for a comprehensive plan map amendment from future residential to commercial (CMPA-5-11-1189) and a provisional rezone

from RTF to BP with OPD (REZN-5-11-1190) until the time the PC approves building site and operational plans for the expansion – provisional zoning expires August 15, 2014. It was relayed to them they would need to file for an OPD amendment at the time they were ready to proceed with the building addition site plan so it could be added to the original OPD from 2005.

Earlier this year, the Rennes Group petitioned the Village Board to vacate Valdres Springs Court (ROWV-5-13-1335) to proceed with their plans for the building addition to add 50 skilled nursing beds to the existing 34 bed Health & Rehab part of the facility. The facility would then have 80 units of assisted living and 84 beds of skilled nursing (rehab). The Village Board approved Resolution VW-13-07 and the Lis Pendens (Recorded in Marathon County Register of Deeds Document #1649962) on June 3, 2013 to start the street vacation process. A public hearing was held on the street vacation of Valdres Springs on July 15, 2013 and the Village Board approved the Order for Discontinuance on the same evening.

While planning the addition, it was decided by the developers (Rennes Group), that they would like to have some additional green space and a better buffer for the neighborhood to the north, Ridgeview Subdivision, so they have approached the current owners (Intercity Bank) of the vacant lots in Ridgeview about purchasing the lots and adding them to this project. None of the building addition will be built on these lots; they will be used for green space only. The lots in Ridgeview are currently zoned R-2 Single Family Residential, 10,000 sq. ft. minimum lot size and shown as future residential on the comprehensive plan map. This of course complicates the project a bit more and adds a couple of steps which I will try to outline below. The applicant is also requesting a comprehensive plan land use map change, a rezone request on the Ridgeview lots and an amendment to the original 2005 OPD. This site plan has been submitted as part of the final OPD amendment proceedings which will also be considered at Monday night's meeting.

Therefore, before they can go ahead and pull the building permit for the proposed building addition the following items would need to occur or be approved:

1. 2007 Plan Commission Policy to not rezone residential zoned properties to commercial adjacent to the Village TIF Districts was successfully amended by the Plan Commission at their meeting on 7/8/13 and by the Village Board at their meeting on 7/15/13. This allows the comprehensive plan map amendment to be considered at the Board Meeting on August 19th.
2. Resolution VW-13-10 Adoption of the Recommended Amendments to the Comprehensive Plan as Prepared by the Village of Weston Plan Commission was adopted by PC after a public hearing held at the 7/8/13 meeting and the resolution was forwarded to Village Board as a consent agenda item at their meeting on 7/15/13 to kick off the comp plan amendment public comment period prior to the August 19 Public Hearing.
3. Order for Discontinuance to Vacate Valdres Springs Court (ROWV-5-13-1335) was approved by Village Board following a Public Hearing held on 7/15/13)
4. **Site Plan Approval is received for the proposed Building Addition (CSIT-6-13-1339 ERU-6-13-1340) at the Plan Commission Meeting on 8/12/13.**
5. Ordinance to amend the comprehensive plan map from future residential to future commercial for Lots 40-47 of the Ridgeview Subdivision. (Proposed to be approved by the Village Board following a public hearing to be held on August 19, 2013)
6. Ordinance to provisionally rezone Ridgeview Subdivision Lots 40-47 from RTF to BP with OPD (Proposed to be approved by the Village Board at their 8/19/13 meeting. A public hearing was held and a recommendation for approval was given by the Plan Commission at their 7/8/13 meeting).
7. **Ordinance to amend the original OPD to include the proposed building addition (To**

be considered for recommendation by the PC on Monday and approved by the Village Board at their meeting on 8/19/13)

Staff has suggested having all items, including the final order for discontinuance of the street vacation, being contingent on the building permit being pulled for the project.

All public and Plan Commissioner comments have been considered when developing the current site plan. Staff however, is still requesting that the ROW be dedicated at this time to connect E. Everest Ave to the Ridgeview Subdivision at some point in the future instead of just an easement as requested by PC at the last meeting. We feel strongly that we need to have this for the future even if it doesn't get built for 30 years. EMS access only will be allowed off of E. Everest Ave. Please see the staff site plan report for a more detailed review of the plans.

Recommendation following Staff Review:

It is my recommendation, as the Planning & Development Director, that the Plan Commission make a motion to approve the site plan with the following contingencies and make it a part of the overall OPD approval:

1. Per 94.135(b)(3) Every lot shall have access for emergency vehicles. It must be noted that this requirement will only be met as long as an access remains off of E. Everest Avenue for EMS to use. The Fire Chief has also stated that it mandatory for him to have EMS access from E. Everest Avenue. His preference is to have Option D - an open driveway - with "emergency use only" signage - with strict directives from Rennes to their staff and deliveries not to use it - with video surveillance to enforce - if traffic becomes an issue move to an option in a to c above. He feels this is a valid option as in an emergency it allows traffic flow in either direction and responders do not need to remember anything about a "gate procedure". It also allows for easier snow removal which can only help during a winter emergency response. Although a major event for a facility like this is low, when it occurs (Kennedy Park nursing home fire in Weston), it is a major event and the safety of the individuals using this facility is paramount. Creating entry/exit issues will only compound the evacuation and emergency service provided. Also, as we are creatures of habit having this access point closed day-to-day may cause responders not to remember it can be used during a larger event which can only cause delay in mitigation efforts.
2. Temporary access to E. Everest be allowed during construction for the staff parking lot.
3. Allow the use of raised, thickened edged sidewalks along the sidewalk bordering the southern edge of the East parking lot as well as 3 locations in the staff parking lot instead of using curb.
4. Allowing staff to work with MTS to finalize and approve the stormwater management plan for the campus.
5. Sign Permits are acquired for all future signs used on the property.
6. Water Distribution Items
 - a. The proposed re-location/re-routing of the water main is to remain 14" diameter to match the existing size as shown.
 - b. Request pre-bid review of water main specifications to review details with developer and/or designer. Specific concerns are proposed sequencing of work to minimize down-time for both the existing Rennes facility and the 14" main serving the Village's water storage tank.
 - c. Pre-construction meeting required to review details with contractor referenced in "d." and discuss coordination issues for water main re-route.

- d. Water main re-route requires a WDNR permit submittal.
- 7. Sanitary Sewer
 - a. A transfer agreement for the portion of the public facilities to be transferred to private ownership is needed. We have a template for transfer agreement from the Wausau Tile situation.
- 8. Storm Sewer
 - a. Additional information regarding post-construction runoff details has been requested.
 - b. Some existing public street storm sewer facilities are also proposed to become private. A transfer agreement needs to address those as well.
- 9. Utility Easement
 - a. A recorded easement needs to be developed/approved for any public utility facilities to be located on private property. This includes water main, fire hydrant, and storm sewer facilities. Width of the easement needs to factor in depth of utility facilities and horizontal location within the easement; That is, if the utility facility must be excavated in the future there needs to be sufficient room for a 1.5H to 1V slope on either side of the main and room on one side for placing spoil and/or replacement backfill (That looks like it should be 5 feet off the short side of the easement and 30 feet on the other) The wider dimension could be reduced to 15 if there is some blanket statement included to address the need to store spoil and/or backfill and accommodate equipment ingress/egress on the property in general.
- 10. Utility Easement and Future Street Right-of-Way to Connect to Crest Ridge Ave
 - a. This project provides an opportunity to connect a dead-end cul-de-sac (East Everest Avenue) with Crest Ridge Avenue in the Ridgeview Subdivision to the north. Staff has recommended reservation of a 66 foot wide utility easement and future right-of way for a possible street connection at a later date. Staff recommends that the right-of-way be reserved with a certificate of dedication. (The street would not be constructed at this time and not necessarily at any specified time in the future.) – Note the dedication can be done at the time that the CSM is submitted to create the two lots – 1 within TIF 1 and 1 located outside of the TIF district.

Policy Alternatives:

1. Approve the site plan as submitted.
2. Approve the site plan as submitted with road right of way dedication between E. Everest and Crest Ridge Ave.
3. Approve the site plan as submitted with an easement instead of road right of way dedication between E. Everest and Crest Ridge Ave.
4. Deny the request.

Future Deliverables:

- 1) OPD Amendment Recommendation to Village Board at August 12th Plan Commission Meeting (OPDA-6-13-1337)
- 2) Comprehensive Plan Public Hearing at August 19th Village Board Meeting (CPMA-6-13-1337)
- 3) Ordinance to approve Comprehensive Plan Map amendment (CPMA-6-13-1337) at August 19th Village Board Meeting.
- 4) Ordinance to approve Rezone Request REZN-6-13-1338 and OPD Amendment OPDA-6-13-1340 at August 19th Village Board Meeting (CPMA-6-13-1337)
- 5) Building Permit Issuance

- 6) Pre-bid review of water main specifications to review details with developer and/or designer.
- 7) Pre-construction meeting required to review details with contractor referenced in “d.” and discuss coordination issues for water main re-route.
- 8) WDNR permit for Water main re-route
- 9) A transfer agreement for the portion of the public facilities to be transferred to private ownership.
- 10) Additional information regarding post-construction runoff details.
- 11) A transfer agreement to address existing public street storm sewer facilities that are proposed to become private.
- 12) A recorded easement needs to be developed/approved for any public utility facilities to be located on private property. This includes water main, fire hydrant, and storm sewer facilities. Width of the easement needs to factor in depth of utility facilities and horizontal location within the easement; That is, if the utility facility must be excavated in the future there needs to be sufficient room for a 1.5H to 1V slope on either side of the main and room on one side for placing spoil and/or replacement backfill (That looks like it should be 5 feet off the short side of the easement and 30 feet on the other) The wider dimension could be reduced to 15 if there is some blanket statement included to address the need to store spoil and/or backfill and accommodate equipment ingress/egress on the property in general.
- 13) 2 lot Certified Survey Map which includes future Road Right of Way Dedication for the connection between E. Everest and Crest Ridge.

Additional Items:

- 1) Staff Site Plan Report CSIT-6-1339/ERU-6-13-1341
- 2) Email from Pat & Cheryl Kelly to the Village Board – dated July 16, 2013
- 3) Condensed Site Plan Application and Materials (CSIT-6-1339/ERU-6-13-1341) is attached – Full site plan is available for viewing online at http://www.westonwisconsin.org/planning/commission/site_plans.php (internet link)



Meeting Date: 8/12/2013
Agenda Item:

STAFF REPORT

REPORT FOR: Chairman White and Plan Commissioners

REPORT PREPARER: Jennifer Higgins, Planning & Development Director

ITEM DESCRIPTION: An Amendment (OPDA-6-13-1340) to the original OPD (REZN-5-11-1190), to allow for a 35,000 square foot building addition (50 bed skilled nursing addition) at the existing Renaissance Assisted Living Facility, 4605 Barbican Avenue.

STAFF'S COMMENT: This action item is being presented to the Plan Commission to consider the Planning & Development Director's recommendation that the following motion be approved: "The Plan Commission recommends to the Village Board approval of the Amendment to the Renaissance Assisted Living OPD as submitted and including Site Plan CSIT-6-13-1339."

ACTION ITEM: Ordinance Resolution Motion File

DATE OF REPORT: Thurs, Aug 8, 2013

DATE OF MEETING: Mon, Aug 12, 2013

FISCAL SUMMARY:

Budget Line Item: _____
 Budget Line Item: _____
 Budgeted Expenditure: _____
 Budgeted Revenue: _____

STATUTORY REFERENCE:

Wisconsin Statue: Chapters 61.35,
62.23
 Administrative Code: _____
 Municipal Code: Chapter 94
 Judicial Ruling: _____

Policy Question / Issue:

Should the Plan Commission make a motion to recommend approval of the proposed OPD amendment to the Village Board for the Rennes Group Development on Barbican Avenue?

Background:

In 2011, the Renaissance Assisted Living Facility approached the Village about expanding their current facility on Barbican Avenue in the Valdres Springs Subdivision. At that time, they had planned to purchase 10 duplex lots from the Jay and Barb Arndt (developers of Valdres Springs Subdivision) and had discussed vacating Valdres Springs Court to allow for them to add on to the existing facility. They successfully petitioned the Village for a comprehensive plan map

amendment from future residential to commercial (CMPA-5-11-1189) and a provisional rezone from RTF to BP with OPD (REZN-5-11-1190) until the time the PC approves building site and operational plans for the expansion – provisional zoning expires August 15, 2014. It was relayed to them at the time that they would need to file for an OPD amendment at the time that they were ready to proceed with the building addition site plan so that it could be added to the original OPD from 2005.

Earlier this year, they petitioned the Village Board to vacate Valdres Springs Court (ROWV-5-13-1335) to proceed with their plans for the building addition to add 50 skilled nursing beds to the existing 34 bed Health & Rehab part of the facility. The facility would then have 80 units of assisted living and 84 beds of skilled nursing (rehab). The Village Board approved Resolution VW-13-07 and the Lis Pendens (Recorded in Marathon County Register of Deeds Document #1649962) on June 3, 2013 to start the street vacation process. A public hearing will be held on the street vacation of Valdres Springs on July 15, 2013 at 6pm. The Plan Commission is being asked at this meeting to submit comments that staff will take on the proposed street vacation to the public hearing.

While planning the addition, it was decided by the developers (Rennes Group), that they would like to have some additional green space and a better buffer for the neighborhood to the north, Ridgeview Subdivision, so they have approached the current owners (Intercity Bank) of the vacant lots in Ridgeview about purchasing the lots and adding them to this project. None of the building addition will be built on these lots; they will be used for green space only. The lots in Ridgeview are currently zoned R-2 Single Family Residential, 10,000 sq. ft. minimum lot size and shown as future residential on the comprehensive plan map. This of course complicates the project a bit more and adds a couple of steps which I will try to outline below. The applicant is also requesting a comprehensive plan land use map change and a rezone request on the Ridgeview lots which would need to be approved prior to the final ordinance being adopted to amend the OPD.

Therefore, before they can go ahead and pull the building permit for the proposed building addition the following items would need to occur or be approved:

1. 2007 Plan Commission Policy to not rezone residential zoned properties to commercial adjacent to the Village TIF Districts is successfully amended by the Plan Commission at their meeting on 7/8/13 and by the Village Board at their meeting on 7/15/13.
2. Resolution VW-13-10 Adoption of the Recommended Amendments to the Comprehensive Plan as Prepared by the Village of Weston Plan Commission. (adopted by PC after a public hearing held at the 7/8/13 meeting and the resolution was forwarded to Village Board as a consent agenda item at their meeting on 7/15/13)
3. Order for Discontinuance to Vacate Valdres Springs Court (ROWV-5-13-1335) (approved by Village Board following the Public Hearing held on 7/15/13)
4. **Site Plan Approval is received for the proposed Building Addition (CSIT-6-13-1339 ERU-6-13-1340) at the Plan Commission Meeting on 8/12/13.**
5. Ordinance to amend the comprehensive plan map from future residential to future commercial for Lots 40-47 of the Ridgeview Subdivision. (Proposed to be approved by the Village Board following a public hearing to be held on August 19, 2013. Resolution VW-13-10 was approved by PC 7/8/13)
6. Ordinance to provisionally rezone Ridgeview Subdivision Lots 40-47 from RTF to BP with OPD (Proposed to be approved by the Village Board at their 8/19/13. Public hearing and recommendation for approval from Plan Commission was completed at their 7/8/13 meeting).
7. **Ordinance to amend the original OPD to include the proposed building addition (To**

be approved acted upon by the PC on 8/12/13 and approved by the Village Board at their meeting on 8/19/13)

Staff will be suggesting having all items, including the final order for discontinuance of the street vacation, being contingent on the building permit being pulled for the project.

The final site plan will be made part of the OPD amendment and will acted on by the Plan Commission at this same meeting. Planned Development Projects, such as this, are regulated through Article VII. *Planned Development Projects*, of Chapter 94 of the *Zoning Code*. Sec. 94.146 defines the procedures for processing a Planned Development Project or OPD here in the Village. Per Sec. 94.146(a), Village staff met for a pre-petition conference with MTS and Rennes Group on June 27, 2013 to discuss the project. The supportive narrative described in Sec. 94.146 (b), was supplied in a memo by MTS on 7/1/13, and was included in the July 8th PC packet. Per Section 94.147, the Plan Commission, in making its recommendation, and the Board, in making its determination, shall give consideration and satisfy themselves as to the following:

- 1) Construction schedule – that the proponents of the proposed development have demonstrated that they intend to start construction within a reasonable period of time following approvals of the project and that the development will be carried out according to a reasonable construction schedule satisfactory to the village.
- 2) Adequate professional help – that the project plan has been prepared with adequate professional assistance.
- 3) Conformity to village plan – The project plan serves to implement the spirit and intent of the village plan especially as it relates to preservation of conservation areas and creation of common open spaces and to creation of more diversified and interesting use patterns that might otherwise result from application of underlying zoning patterns.
- 4) Achievement of purposes and benefits – That the project plan achieves the purposes in view for zoning as set forth in Wis. Stats. §62.23(7)(c) and Section 94.105, as well as the benefits of planned development projects as set forth in Wis. Stats. §62.23(7)(b) and Sec. 94.143(b).
- 5) Preservation and care of open space – That the resultant common open space is suitable for its use as relates to location, access, size and shape, proposed degree of improvement for recreational use, or proposed degree of protection from damage if a natural area.
- 6) Proposed Residential Developments – That such development will create an attractive residential environment of sustained desirability and economic stability, including placement of structures in relation to terrain and soils, consideration of safe pedestrian flow, ready access to recreation space and coordination with overall plans for the neighborhood.
- 7) Proposed commercial developments
 - a. That the economic practicality of the proposed development can be justified on the basis of purchasing potential, competitive relationship, and demonstrated tenant interest.
 - b. That the proposed development will be adequately served by off-street parking and truck service facilities.
 - c. That the locations for entrances and exits have been designed to prevent unnecessary interference with the safe and efficient movement of traffic on surrounding streets, and that the development will not create an adverse effect on the general traffic pattern of the area.
 - d. That the architectural design, landscaping, control of lighting and general site development will result in an attractive and harmonious service area compatible with and not adversely affecting the aesthetics, enjoyment or property values of the surrounding neighborhood.

- 8) Proposed industrial developments – Not applicable.
- 9) Proposed mixed use developments – Not applicable.

Staff feels that this proposed development has provided for all the requirements in Sec. 94.147.

Per Sec. 94.148(2), the applicant has submitted for detailed plan approval via CSIT-6-13-1339 ERU-6-13-1341.

Recommendation following Staff Review:

It is my recommendation, as the Planning & Development Director, that the Plan Commission make a motion to recommend to the Village Board approval of the Amendment to the Renaissance Assisted Living OPD as submitted and including Site Plan CSIT-6-13-1339.

Purpose:

The purpose of this recommendation is as follows: to regulate areas in which various land uses may be conducted; regulate the location and operation of economic development areas; regulate the location, bulk, height, and similar features of structures, including the overall population density of the community; establish zoning districts to accomplish these purposes; provide for special planned development districts pursuant to WI Stats. Sec. 62.23(7)(b); Regulate the regulations to the character of the neighborhood and its suitability for particular uses, with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the community; Provide for diversified and grouped lot regulations that will promote over time the maximum benefits of coordinated area site planning, diversified location of structures, mixed compatible uses, safe and efficient pedestrian and vehicle traffic systems, attractive recreation and landscaped open spaces, and economic design and location of public and private utilities, and community facilities, ensuring adequate standards for construction and planning.

Policy Alternatives:

1. Recommend approval of the OPD amendment with modifications.
2. Refer back to staff.
3. Deny the request.

Future Deliverables:

- 1) OPD Amendment Recommendation to Village Board at August 12th Plan Commission Meeting (OPDA-6-13-1337)
- 2) Comprehensive Plan Public Hearing at August 19th Village Board Meeting (CPMA-6-13-1337)
- 3) Ordinance to approve Comprehensive Plan Map amendment (CPMA-6-13-1337) at August 19th Village Board Meeting.
- 4) Ordinance to approve Rezone Request REZN-6-13-1338 and OPD Amendment OPDA-6-13-1340 at August 19th Village Board Meeting (CPMA-6-13-1337)
- 5) Building Permit Issuance
- 6) All other items outlined in the site plan approval memo – Site Plan Report CSIT-6-13-1339 ERU-6-13-1341

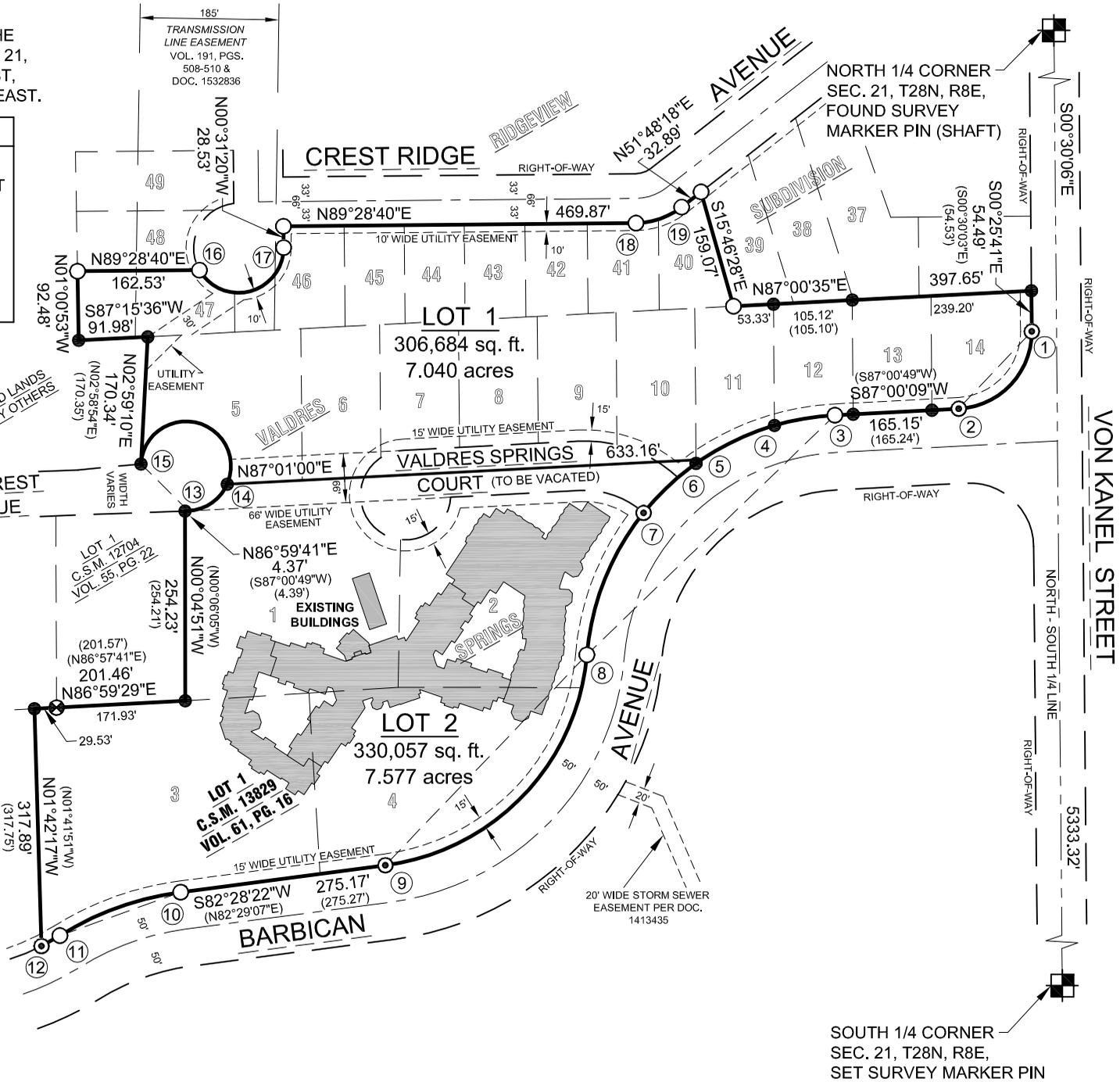
Additional Items:

- 1) OPD Amendment Application Materials (OPDA-6-1340)
- 2) Finding Of Fact & Recommendation By The Village Of Weston Planning Commission
- 3) Full Site Plan (CSIT-6-1339/ERU-6-13-1341) can be found online at http://www.westonwisconsin.org/planning/commission/site_plans.php
- 4) [Article VII. Planned Development Projects](#) (internet link)

PRELIMINARY

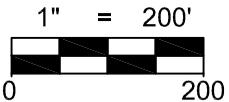
MARATHON CO. CERTIFIED SURVEY MAP NO. _____

Of Lot 1 - Lot 14 (inclusive) of Valdres Springs Plat, of Lot 40 - 47 (inclusive) of Ridgeway Subdivision and Vacated Valdres Springs Court, located in part of the Northeast 1/4 of the Northwest 1/4 and part of the Southeast 1/4 of the Northwest 1/4 of Section 21, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.



BEARINGS ARE REFERENCED TO THE NORTH-SOUTH 1/4 LINE OF SECTION 21, TOWNSHIP 28 NORTH, RANGE 8 EAST, MEASURED TO BEAR SOUTH 00°30'06" EAST.

LEGEND	
○	- 1-1/4" O.D. x 24" IRON PIPE WEIGHING 1.68 LBS/LIN. FT. SET
⊙	- FOUND 1" BAR
●	- FOUND 1-1/4" O.D. IRON PIPE
⊗	- FOUND 2-1/2" O.D. IRON PIPE
()	- RECORDED BEARING/LENGTH



SHEET 1 OF 3



RIVERSIDE LAND SURVEYING LLC
 6304 KELLY PLACE WESTON, WI 54476
 PH 715-241-7500 - FAX 715-355-6894
 EMAIL: MAIL@RIVERSIDELANDSURVEYING.COM

DRAWN BY	M.F.L.	DATE	AUGUST 9, 2013
CHECKED BY	K.J.W.	PROJECT NO.	2075
PREPARED FOR:	MTS - RENNES		

Valerie Parker

From: Steve Meilahn
Sent: Monday, August 12, 2013 7:36 AM
To: Jennifer Higgins; Dave Diesen (daved54476@frontier.com); Fred Schuster (fschuste@frontier.com); Hooshang Zeyghami; Loren White; Mark Maloney (markm@rusdaviswholesale.com); Mike Stenstrom; Tina Kollmansberger (tina@kollenterprises.com)
Cc: Barb Ermeling; Jon Ziegler; Mark Porlier; Scott Berger; Sharon Jaeger; Daniel Guild; Scott Tatro; Valerie Parker; Renee Hodell; Keith Donner; Michael Wodalski
Subject: RE: Kelly Letter for Monday's meeting - Rennes Group

Jennifer,

Thank you for the information and the opportunity to respond. I believe I addressed "sirens" to open a gate in a previous email and my thoughts would remain the same. Once the gate is opened by use of a siren the gate should remain in the open position for the duration of the incident. Only after the incident is mitigated would staff at Rennes "reset" the gate and allow it to close. In so doing not every emergency vehicle entering or leaving the property would use a siren which would cut down on noise. This would be very beneficial during evacuation of the property and would help keep the residents at ease. The gate would also need to be signed on both sides with instructions on how to open the gate with a siren.

I would much prefer a non-gated entrance as mechanical gates can and do breakdown. As you are aware we do have a gated community for which we use a punch code and/or sirens. There is a time delay waiting for the gate to open and we have had the gate not fully open causing even more delay as we forced the gate open to allow our vehicles to pass.

Unfortunately I will be attending another mandatory meeting on Monday night and will not be able to attend the Plan Commission meeting.

Steve Meilahn
Fire Chief
Weston Fire Department
5303 Mesker Street
Weston, WI 54476
715-355-5419 (work)
715-241-0027 (fax)
MABAS Division 130

From: Jennifer Higgins
Sent: Friday, August 09, 2013 10:05 AM
To: Dave Diesen (daved54476@frontier.com); Fred Schuster (fschuste@frontier.com); Hooshang Zeyghami; Loren White; Mark Maloney (markm@rusdaviswholesale.com); Mike Stenstrom; Tina Kollmansberger (tina@kollenterprises.com)
Cc: Barb Ermeling; Jon Ziegler; Mark Porlier; Scott Berger; Sharon Jaeger; Daniel Guild; Scott Tatro; Valerie Parker; Renee Hodell; Steve Meilahn; Keith Donner; Michael Wodalski
Subject: Kelly Letter for Monday's meeting - Rennes Group

Plan Commissioners,

Attached is a copy of the letter that Loren received from the Kelly's concerning the Fire Department access off of E. Everest Avenue. We are assuming that you all received the same letter. Staff did not receive one so thank you Loren and Tina for alerting us to the letter.

Steve – if you have any comments concerning the letter, please forward them to me so I can take them to the meeting. The staff recommendation stands as Steve requested – the access will be allowed but will be restricted to and will be signed for Emergency Services only.

Have a great weekend!
Jen

*** please update your address book for my new email address jhiggins@westonwi.gov ***

JENNIFER HIGGINS

Director of Planning & Development
Village of Weston, WI

715-241-2638 (w)

715-359-6117 (f)

www.westonwisconsin.org

August 7, 2013



Loren White, Chairman
Village of Weston Planning Commission
3507 S. Krueger Ave.
Weston, WI 54476

RE: Emergency vehicle access to Rennes property from East Everest Avenue

Dear Loren:

We plan on attending the Weston Planning Commission meeting next Monday, August 12th, however we would like to take this opportunity to share our thoughts with you, prior to the meeting.

To provide emergency responders with easy access to the Rennes property, it appears as though the members of the Village Board(s) are leaning toward approving the creation of an emergency vehicle driveway off of the cul-de-sac on the east end of East Everest Avenue.

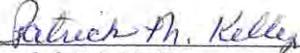
Installation of a sound activated security gate, allowing access for emergency vehicles only, was suggested as a solution to the potential problem of this driveway being used by vehicles other than emergency vehicles.

Now, during the planning phase, is the opportune time for Rennes to incorporate a sound activated security gate into their plans, with the goal in mind that it be fully operational when the driveway is completed. Installing a mechanical gate now, rather than at a later date, would avert future costs to Rennes such as disrupting existing electrical wiring, landscaping, etc.; as well as give the neighbors some peace of mind.

It is our concern that utilizing signage, alone, will not be sufficient to deter access by non-emergency vehicles. The Rennes' management group probably already has enough on its plate and will not welcome the added responsibility of monitoring the route their staff and visitors take to and from their facility. Nor do we, as neighbors, want to be put in the position of "policing" the area.

And finally, regarding connecting the cul-de-sacs on East Everest Avenue and Crest Ridge Avenue...24/7, the residents of our neighborhood are bombarded by road noise from State Highway 29. Connecting the two (2) cul-de-sacs would add to our plight. Please honor our plea and do not allow that to happen.

Thanking you in advance. If you have any questions/comments, please call us at 715-355-5926.


Patrick M. Kelly
4415 E. Everest Ave.


Cheryl R. Kelly
4415 E. Everest Ave.

P.S. Enclosed, for your review, is just a morsel of the information that is readily available on-line regarding mechanized gates.

SECURITY MANAGEMENT

SECURITY'S WEB CONNECTION

Published on *Security Management* (<http://www.securitymanagement.com>)

Access Emergency

By Tom Chronister, CPP

Condominium complexes, gated communities, industrial compounds, apartment buildings, and private roadways are all examples of locations where mechanized gates and doors are used to control pedestrian and vehicle access. Depending upon the application and level of security required, access control systems may be completely automated or staffed around the clock. System components typically include perimeter fencing, bollards, lighting, signage, tollbooths, electromechanical locks and motorized operators that raise traffic control arms or retract gates on demand.

While doors, walls, gates, and fences do a great job of keeping out the bad guys, they also do a terrific job of keeping out the good guys—public and private responders whose job it is to answer calls for help emanating from within these residential and commercial mini-fortresses.

As a first responder, getting past an electric gate that stands between you and a call for service can sometimes be a daunting task. As a security systems integrator, consultant or installer, have you inadvertently lengthened emergency response times because of a remote controlled gate? Or has your lack of proper planning or design resulted in emergency crews being completely locked out of a call for service?

It happens all the time. Police officers, firefighters, ambulance crews and security personnel pull up to a gate thinking they have the right code, punch it in on the keypad and then sit there as they watch the gate do absolutely nothing. Frequently these crews have resorted to tailgating a resident or visitor through the gate or ask their communications center for help. Calling back the original reporting party and getting them to “buzz-in” these responders is not a quick process and asking for the updated pass code over a radio frequency poses its own security concerns.

Mandating Access

Do you know how jurisdictions you serve address gated communities? Likely there is no single answer to the emergency access dilemma or, worse yet, maybe it is not considered an issue because it has never been a problem before. Some agencies accept the expectation that individual police, fire and security units are to maintain a set of keys, access cards, transmitters, and a current list of codes for all the apartment complex doors, gated walkways and driveways in your district. But as cities continue to grow this expectation is not a realistic one.

With security foremost on the minds of many Americans, the installation of access control systems will certainly be on the rise and the issue of emergency access may be a growing problem across the country. Without proper planning and legislative action, it is easy to see how such systems could adversely affect a response unless the use of emergency bypass systems, on all electronic gates, are mandated.

Of the local emergency access ordinances in effect today, many were written years ago by the fire authority having jurisdiction and do not take advantage of recent advancements in the access control industry. While some of the more popular methods of emergency entry meet with the approval of firefighters, it is doubtful that other public safety agencies or private security providers were consulted in the selection process.

Relatively few law enforcement agencies are on record as recommending or mandating types of emergency access controls. In the contract city of Santa Clarita (California), the Los Angeles County Sheriff's Department recommends the use of lock boxes. In Oregon, the Eugene Police Department offers two options: garage door-like transmitters or the use of lock boxes, but only the fire department has access to the latter.

With twelve newly developed gated subdivisions, the city of Lexington (Kentucky) found itself in the midst of an emergency access crisis in 1999. While it undertook a 90-day study of the problem, the city required around-the-clock staffing of each gated neighborhood to ensure that emergency personnel would not be thwarted in their attempts to answer calls for help. Eventually, the gates were equipped with siren recognition systems.

The San Leandro (California) Fire Department requires "electric key switch control station" while the cities of Irvine (California) and Pasadena (Texas) both mandate the installation of a receiver system that is controlled by way of public safety radio systems with an effective range of at least 100 feet on all electromechanically control gates.

The Fairfield (California) Fire Department has two separate mandates. While lock box systems are required on all commercial properties, the installation of radio receivers that allow emergency vehicles to open gates by using existing public safety radio frequencies is mandatory on all gated community developments and residential properties.

Emergency Access System Types

There are eight basic methodologies that emergency personnel can employ to gain entry into gated areas. Each has its own strengths and drawbacks. The categories are:

- Keypads
- Third Party
- Locks
- Cards
- Light
- Sound
- Radio Signals

Sound. A popular solution to the emergency access conundrum is sound activated entry systems. When an emergency vehicle gets within range of the proprietary audio sensor, the gate opens after detecting the sound of a siren for 2.5 to 4.5 seconds. Such systems are fairly inexpensive to purchase, are compatible with most gate operators, and are popular with fire departments.



Application for Rezoning
**FINDING OF FACT & RECOMMENDATION BY THE VILLAGE OF
WESTON PLANNING COMMISSION**

Application/Petition #: **OPDA-6-13-1340**

Hearing Date: **July 8, 2013/August 12, 2013**

Applicant: **Mark Thompson on behalf of Rennes Development Group and Intercity State Bank**

Location: **Lots 40 through 47 of the Ridgeview Subdivision**

Request: **To Amend the existing Renaissance Planned Development Overlay to include a new addition to the facility.**

The Planning Commission of the Village of Weston, having heard the application for rezoning described above, and all opposition from parties claiming to be adversely affected thereby, has considered the request based on the provisions of Wisconsin law and forwards the following findings and recommendation to the Village of Weston Board of Trustees:

1. The request will be consistent with the Village of Weston Comprehensive Plan following a successful amendment of the current Comprehensive Plan Future Land Use Map to future commercial. The applicant has also made application for a comprehensive plan map amendment (CPMA-6-13-1337) and it is currently being reviewed by the Plan Commission and Village Board. The Plan Commission has approved Resolution VW-13-10 which began the public hearing process for the proposed comprehensive plan amendment. Any recommended changes to the zoning should be made contingent on a successful comprehensive plan amendment.
2. The request is consistent with the current conditions and character of structures and uses in each zoning district because the property that will be rezoned will be used for a building addition of the Renaissance Assisted Living Facility which is located adjacent to these parcels. This area of the Ridgeview Subdivision was never finished and the lots will be used to provide an additional green space buffer between the existing subdivision and the Renaissance Facility. The facility is also residential in nature as it operates as an assisted living facility for senior citizens.
3. The request is consistent with the most desirable use for which the land in each district is adapted because the lots will be used to supply an additional green space buffer between the Renaissance and the Ridgeview Subdivision lots that remain.
4. The request is consistent with the conservation of property values throughout the jurisdiction because the lots will be used to supply an additional space buffer between the Renaissance and the Ridgeview Subdivision lots that remain. It will have a park like look that will enhance the quality of life for the Assisted Living Facility residents and for those lots that remain in the Ridgeview Subdivision and the residential subdivision to the west.
5. The request is consistent with responsible growth and development of the Village.
6. The request is in compliance with the intent and purposes of Chapter 94 as set forth in sections 94.104 and 94.105 attached.
7. The proposed rezone is in the public's best interest, and is not solely for the benefit of the applicant.

8. Construction schedule – that the proponents of the proposed development have demonstrated that they intend to start construction within a reasonable period of time following approvals of the project and that the development will be carried out according to a reasonable construction schedule satisfactory to the village.
9. Adequate professional help – that the project plan has been prepared with adequate professional assistance.
10. Conformity to village plan – The project plan serves to implement the spirit and intent of the village plan especially as it relates to preservation of conservation areas and creation of common open spaces and to creation of more diversified and interesting use patterns that might otherwise result from application of underlying zoning patterns.
11. Achievement of purposes and benefits – That the project plan achieves the purposes in view for zoning as set forth in Wis. Stats. §62.23(7)(c) and Section 94.105, as well as the benefits of planned development projects as set forth in Wis. Stats. §62.23(7)(b) and Sec. 94.143(b).
12. Preservation and care of open space – That the resultant common open space is suitable for its use as relates to location, access, size and shape, proposed degree of improvement for recreational use, or proposed degree of protection from damage if a natural area.
13. Proposed Residential Developments – That such development will create an attractive residential environment of sustained desirability and economic stability, including placement of structures in relation to terrain and soils, consideration of safe pedestrian flow, ready access to recreation space and coordination with overall plans for the neighborhood.
14. Proposed commercial developments
 - a. That the economic practicality of the proposed development can be justified on the basis of purchasing potential, competitive relationship, and demonstrated tenant interest.
 - b. That the proposed development will be adequately served by off-street parking and truck service facilities.
 - c. That the locations for entrances and exits have been designed to prevent unnecessary interference with the safe and efficient movement of traffic on surrounding streets, and that the development will not create an adverse effect on the general traffic pattern of the area.
 - d. That the architectural design, landscaping, control of lighting and general site development will result in an attractive and harmonious service area compatible with and not adversely affecting the aesthetics, enjoyment or property values of the surrounding neighborhood.
15. Proposed industrial developments – Not applicable.
16. Proposed mixed use developments – Not applicable.

Based on the findings described above, the Commission hereby forwards a favorable recommendation to the Village Board to approve the amendment to the Renaissance Planned Development Overlay (OPD) by ordinance and further recommend that Site Plan CSIT-6-13-1339, as approved by the Plan Commission on August 12, 2013, become part of the Planned Development.

So ordered this 12th day of August, 2013.

Village of Weston Plan Commission

By: _____
Loren White, its Chairman

Attest: _____
Valerie Parker, its Secretary



Meeting Date: 8/19/2013
Agenda Item:

STAFF REPORT

REPORT FOR: President L White & Village Trustees

REPORT PREPARER: Jennifer Higgins, Planning & Development Director

ITEM DESCRIPTION: Residential Business Permit, Jenny’s Cakes, 6104 Isaiah Street (RBUS- 8-13-4660)

STAFF'S COMMENT: This action item is being presented to the Village Board to consider the Plan Commission’s recommendation that the following motion be approved: “The Village Board approves the residential business permit for Jenny’s Cakes, 6104 Isaiah Street, as submitted and detailed in this Staff Report”.

ACTION ITEM: _____ Ordinance _____ Resolution X Motion _____ File

DATE OF REPORT: Wed, August 14, 2013

DATE OF MEETING: Mon, August 19, 2013

FISCAL SUMMARY:

Budget Line Item: _____
 Budget Line Item: _____
 Budgeted Expenditure: _____
 Budgeted Revenue: _____

STATUTORY REFERENCE:

Wisconsin Statue: _____
 Administrative Code: _____
 Municipal Code: Chapter 94.113
 Judicial Ruling: _____

Policy Question / Issue:

Should the Village Board of Trustees endorse the Planning & Development Director’s & Plan Commission’s recommendations to approve the Residential Business Permit as submitted?

Background:

Jenny Deane would like to operate her cake-making business, Jenny’s Cakes, out of her single-family home. Deane has been operating her business out of Johanna May’s kitchen, at 9104 Callon Avenue.

Deane’s business plan includes making specialty cakes, cupcakes, and cookies. All orders will be taken by phone or internet. Cakes will be either delivered or picked up by appointment only. Deane has been in contact with Building Inspector, Scott Tatro, with regard to putting on a small addition to their home for her business. She plans to have her kitchen licensed by the Health Department.

Recommendation from Committee:

The Plan Commission respectfully recommend approval of the Residential Business Permit as presented, contingent on their obtaining an approved building permit, and the completed construction of a Marathon County Health Department certified kitchen. Plan Commission approval was 6-1 in favor of issuing the Residential Business permit. Trustee/Commissioner Schuster was the dissenting vote due to no penalty being applied for operating the residential business prior to obtaining the permit.

Recommendation following Staff Review:

It is my recommendation, as the Planning & Development Director, that the Village Board approve the Residential Business Permit as presented, contingent on their obtaining an approved building permit, and the completed construction of a Marathon County Health Department certified kitchen.

Policy Alternatives:

- 1) Refer back to staff for further review.
- 2) Approve the Residential Business Permit with modifications/revisions/deletions that applicant will need to work with staff on prior to building permit issuance.
- 3) Deny.

Future Deliverables:

- 1) Building Permit for the Marathon County Health Department Certified Kitchen
- 2) Proof provided to the Village of a Marathon County Health Department Certified Kitchen.

Additional Items:

- 1) Application for Residential Business Zoning Land Use Permit, Application #RBUS-8-13-4660
- 2) Proposed Building Addition Plans



Meeting Date: 8/12/2013
Agenda Item:

STAFF REPORT

REPORT FOR: Chairman White and Plan Commissioners

REPORT PREPARER: Jennifer Higgins, Planning & Development Director

ITEM DESCRIPTION: Auto Select Parking Lot Landscaping Plan, 3103 Schofield Avenue (CSIT-8-13-1349/ERU-8-13-1350)

STAFF'S COMMENT: This action item is being presented to the Plan Commission to consider the Planning & Development Director’s recommendation that the following motion be approved: “The Plan Commission approves the Auto Select parking lot landscaping plan, as submitted and detailed in this Request for Consideration”.

ACTION ITEM: ___ Ordinance ___ Resolution X Motion ___ File

DATE OF REPORT: Wed., August 7, 2013

DATE OF MEETING: Mon, August 12, 2013

FISCAL SUMMARY:

Budget Line Item: _____
 Budget Line Item: _____
 Budgeted Expenditure: _____
 Budgeted Revenue: _____

STATUTORY REFERENCE:

Wisconsin Statue: _____
 Administrative Code: _____
 Municipal Code: Chapter 94
 Judicial Ruling: _____

Policy Question / Issue:

Should the Village Board of Trustees endorse the Planning & Development Director’s recommendation to approve the paving and landscaping plan with conditions outlined in the staff report?

Background:

During the month of July, staff noticed that the parking lot at Auto Select, 3103 Schofield Avenue, was being reconstructed without a permit. The property owner was made aware of the permit process (paving and landscaping plan review/approval by the Plan Commission), and is now taking the proper approval steps with this site.

The owner of Auto Select, Mike Molitor, has hired Land Art to design and install the parking lot landscaping. S. Tatro, J. Wehner and myself met with both owner Mike and Kevin from Land

Art out at the site to discuss what could be done to increase the aesthetics of the property. The results of our discussion is contained, for the most part, in the landscaping plan that is now being brought before the Plan Commission for its consideration.

Recommendation following Staff Review:

It is my recommendation, as the Planning & Development Director, that the Plan Commission approve Auto Select's parking lot and landscaping plan with the following recommendations:

- 1) Curb needs to be provided on the west portion of the parking lot from the driveway approach to just past the existing sign.
- 2) Curb specifications and asphalt thickness need to be provided
- 3) Parking stall size (Must be 10'x20')
- 4) Verification of location of trash and utility enclosure and if not provided one should be installed.

Policy Alternatives:

1. Refer back to staff for further review.
2. Deny.

Future Deliverables:

- 1) Properly installed landscaping on property.

Additional Items:

- 1) Staff Site Plan Report CSIT-8-13-1349/ERU-8-13-1350
- 2) Site Plan Application CSIT-8-13-1349/ERU-8-13-1350
- 3) Landscaping Design Plan from Land Art



Meeting Date: 8/12/2013
Agenda Item:

STAFF REPORT

REPORT FOR: Chairman White and Plan Commissioners

REPORT PREPARER: Jennifer Higgins, Planning & Development Director

ITEM DESCRIPTION: Phased Parking Lot and Landscape Plan for T&A Hoffmann, LLC, Multi-tenant strip mall, 5503 Schofield Avenue (CSIT-58-13-1351 ERU-8-13-1352)

STAFF'S COMMENT: This action item is being presented to the Plan Commission to consider the Planning & Development Director’s recommendation that the following motion be approved: “The Plan Commission approves the phased parking lot and landscape plan for T&A Hoffman, LLC multi-tenant strip mall per staff’s recommendation.”

ACTION ITEM: ___ Ordinance ___ Resolution X Motion ___ File

DATE OF REPORT: Tues., Aug 6, 2013

DATE OF MEETING: Mon, Aug 12, 2013

FISCAL SUMMARY:

Budget Line Item: _____

Budget Line Item: _____

Budgeted Expenditure: _____

Budgeted Revenue: _____

STATUTORY REFERENCE:

Wisconsin Statue: Chapters 61.35, 62.23

Administrative Code: _____

Municipal Code: Chapter 94

Judicial Ruling: _____

Policy Question / Issue:

Should the Plan Commission make a motion to approve the phased parking lot and landscape plan?

Background:

T&A Hoffmann, LLC recently purchased the existing multi-tenant building located at 5503 Schofield Avenue. The building was in need of some renovations to keep the existing tenants and to attract new ones to fill the vacant spaces. Due to the large expense to purchase the building and complete all the needed upgrades, the owners approached staff to discuss a multi-phase approach to make the property look better. They have submitted a 4 year improvement plan for the site. It is as follows:

Year 1 – 2013

- Complete a 3000 sq ft office build out – building permit has been obtained through S. Tatro.
- Tie the rain gutters into the drain basin on Schofield Avenue – owners are working with M. Wodalski on this
- Excavate the new parking lot on the west side of the building, using 12” of road base for the parking lot.

Year 2 – 2014

- Repaint the entire building.
- Landscape between the building and the sidewalk using Carl Forester grasses and 4-6” landscape rock.
- Pave west side of the new parking lot and east side of the building up to current loading dock. (Plan to pave after frost – May 2014)

Year 3 – 2015

- Plant oak & maple trees along the west property line
- Complete landscape plan along Schofield Avenue
- Pave the south side of building butting up to Westfair Avenue

Year 4 – 2016

- Build a new monument sign which will contain all business tenants.
- Pave rest of remaining gravel parking lot.

Staff review:

Since they are making an attempt to improve the property and existing building staff is comfortable with the phased approach. Their current tenant Broadband Solutions currently parks many of their work trucks in the south gravel lot and out onto Westfair Avenue. They feel that this is a safety issue so they would like to add the west parking lot now instead of waiting until spring. They are asking the Plan Commission to allow them to defer the paving of the new west side parking lot until next spring which will allow for it to compact a bit more and not strain their cash flow for the property. If this is allowed, I would suggest that the Schofield Avenue landscape be installed in year 2 and the building landscape could then be moved to year 3. All other requests would be satisfactory to staff. Staff would like to note that the owners would need to obtain a sign permit at the time that they installed the new monument sign in year 4 for installation.

Recommendation following Staff Review:

It is my recommendation, as the Planning & Development Director, that the Plan Commission make a motion to approve the phased parking lot and landscape plan for the site with the modification that Schofield Avenue landscape be installed in year 2 and the building landscape could then be moved to year 3 for installation. Staff also suggests that the owners provide the paving specs be prov

Policy Alternatives:

- 1) Deny the request
- 2) Approve the request as submitted by T&A Hoffmann, LLC

Future Deliverables:

- 1) Building Elevation submittal and approval by Plan Commission prior to repainting/re-facing the building.
- 2) Sign permit for the monument sign

Additional Items:

- 1) Site Plan Report for CSIT-8-13-1351 ERU-8-13-1352
- 2) Site Plan Application and Materials (CSIT-8-13-1351 ERU-8-13-1352)



Meeting Date: 8/12/2013
Agenda Item:

STAFF REPORT

REPORT FOR: Chairman White and Plan Commissioners

REPORT PREPARER: Jennifer Higgins, Planning & Development Director

ITEM DESCRIPTION: Site Plan for S.C. Swiderski, LLC Multifamily Development River Edge Development on the corner of Ryan Street and Schofield Avenue (MUFS-7-13-1344 ERU-7-13-1335).

STAFF'S COMMENT: This action item is being presented to the Plan Commission to consider the Planning & Development Director's recommendation that the following motion be approved: "The Plan Commission approves the site plan with the changes/additions as detailed in the attached Site Plan Report MUFS-7-13-1344 ERU-7-13-1335."

ACTION ITEM: ___ Ordinance ___ Resolution X Motion ___ File

DATE OF REPORT: Mon, Aug 5, 2013

DATE OF MEETING: Mon, Aug 12, 2013

FISCAL SUMMARY:

Budget Line Item: _____
 Budget Line Item: _____
 Budgeted Expenditure: _____
 Budgeted Revenue: _____

STATUTORY REFERENCE:

Wisconsin Statue: Chapters 61.35,
62.23
 Administrative Code: _____
 Municipal Code: Chapter 94
 Judicial Ruling: _____

Policy Question / Issue:

Should the Plan Commission make a motion to approve the site plan as proposed?

Background:

The proposed project is for an apartment development that will have 3 duplexes, 9 quadplexes, 3 6-unit apartment buildings, and 3 8-unit apartment buildings. Additional background information and a thorough review of the site plan is provided in the attached Site Plan Report for this project.

Recommendation following Staff Review:

It is my recommendation, as the Planning & Development Director, that the Plan Commission make a motion to approve the site plan with the following conditions:

1. Utility mains (water and sanitary sewer) are in place from the prior developer. There are numerous notes on the plan regarding service line connections. Due to a modification in the placement of buildings a short section of water and sewer main is proposed to be abandoned at the southeast corner of the development. Clarification of a number of items is needed and **staff requests a pre-bid and pre-construction meeting with the developer/designer/underground contractor to clarify details** including:
 - a. A fire hydrant is noted to be relocated in the southeast corner of the development. Additionally the 1st hydrant east of Ryan Street in the southernmost driveway is shown to be relocated. It is not clear whether both hydrants remain in the system or if there is, in fact, a net reduction of 1 in the development. Please clarify.
 - b. Any recovered water main or appurtenances, particularly fire hydrants, are the property of the utility.
 - c. Details on the abandonment of the sewer stub in the southeast manhole to assure water tightness.
 - d. Material specifications for water service laterals is ductile iron for all services greater than 2” in diameter and Type “K” copper for 2” and less. Confirm bury depth is minimum of 6.5 feet, or that insulation is provided if minimum depth cannot be achieved. Insulation may be required at storm sewer crossings, if any. Pressure testing to 150 psi. and safe bacteriological test are needed on all service laterals greater than 2” in size.
 - e. It appears some of the larger diameter water services may have bends and other fittings. The method of joint restraint needs to be discussed/understood prior to construction.
2. Utilities are located within easements. The easements were modified from their original configuration. Staff is unclear as to whether the modified easement document has been recorded. **A copy of the recorded document is requested.**
3. Storm sewer facilities remain the responsibility of the developer/owner and a maintenance agreement has previously been filed. No modifications are proposed that affect overall runoff estimates.

Purpose:

The purpose of this recommendation is as follows: to receive Plan Commission approvals on the proposed site plan for the River Edge Development.

Policy Alternatives:

1. Deny the request.

Future Deliverables:

- 1) Building Permit Issuance
- 2) Recorded easement document for utilities
- 3) Pre-bid and pre-construction meeting between Village Department of Public Works staff & the developer/designer/underground contractor

Additional Items:

- 1) Site Plan Report MUFS-7-13-1344 ERU-7-13-1335
- 2) Condensed Site Plan Application and Materials (MUFS-7-13-1344 ERU-7-13-1335) is attached – Full site plan is available for viewing online at http://www.westonwisconsin.org/planning/commission/site_plans.php (internet link)



Meeting Date: 8/12/2013
Agenda Item:

STAFF REPORT

REPORT FOR: Chairman White and Plan Commissioners

REPORT PREPARER: Jennifer Higgins, Planning & Development Director

ITEM DESCRIPTION: Site Plan for Building Addition at K & A Manufacturing, Inc., 6703 Zinser Street (CSIT-7-13-1346 ERU-7-13-1347)

STAFF'S COMMENT: This action item is being presented to the Plan Commission to consider the Planning & Development Director's recommendation that the following motion be approved: "The Plan Commission approves the site plan per the conditions outlined in the staff Site Plan Report CSIT-7-13-1346 ERU-7-13-1347 attached."

ACTION ITEM: ___ Ordinance ___ Resolution X Motion ___ File

DATE OF REPORT: Mon, Aug 5, 2013

DATE OF MEETING: Mon, Aug 12, 2013

FISCAL SUMMARY:

Budget Line Item: _____

Budget Line Item: _____

Budgeted Expenditure: _____

Budgeted Revenue: _____

STATUTORY REFERENCE:

Wisconsin Statue: Chapters 61.35, 62.23

Administrative Code: _____

Municipal Code: Chapter 94

Judicial Ruling: _____

Policy Question / Issue:

Should the Plan Commission make a motion to approve the site plan as proposed?

Background:

The proposed project is for a 27,500 ft² addition for the manufacturing of office equipment to the existing K&A Manufacturing located in the Weston Business & Technology Park. The site is zoned LMD *Light Manufacturing and distribution*, Additional background information and a thorough review of the site plan is provided in the attached Site Plan Report for this project.

Recommendation following Staff Review/ Policy Alternatives:

It is my recommendation, as the Planning & Development Director, that the Plan Commission make a motion to approve the site plan with following conditions:

1. Prior to Building Permit being issued by the Village Building Inspector, the

applicant/owner will submit to the Planning & Development Director a revised site plan showing:

- a. Locations of all electrical and mechanical equipment that is located outside or on the building and the applicants plan to screen these items.
 - b. Location and material details for the garbage enclosure.
 - c. Curb and gutter unless the PC chooses to waive the requirement.
 - d. Erosion control plan details being worked out with DPW staff.
 - e. Updated building elevations showing 60% brick requirement, unless the PC approves the waiver to match existing materials.
2. Prior to the Final Occupancy Permit being issued by the Village Building Inspector, the applicant/owner will submit to the Planning & Development Director:
- a. Confirmation that the fire suppression system is monitored, and also find out if there is a separate burglar/fire alarm. This information should be provided to the Fire Department as soon as it is available.
3. Prior to the Final Occupancy Permit being issued by the Village Building Inspector, the applicant/owner will submit to the Planning & Development Director:
- a. If lighting will be added to the project, a lighting plan showing site lighting photometrics and cut-sheets showing specs of all proposed lighting.
 - b. Landscape plan, which includes landscaping required per code for the whole site.
 - c. Sign permits for all proposed signs on the property including a landscape plan for any ground/monument signs.

Future Deliverables:

- 1) Building Permit Issuance

Additional Items:

- 1) Site Plan Report CSIT-7-13-1346/ERU-7-13-1347
- 2) Condensed Site Plan Application and Materials (CSIT-7-13-1346/ERU-7-13-1347) is attached – Full site plan is available for viewing online at http://www.westonwisconsin.org/planning/commission/site_plans.php (internet link)



Meeting Date: 8/12/2013
Agenda Item:

STAFF REPORT

REPORT FOR: Chairman White and Plan Commissioners

REPORT PREPARER: Jennifer Higgins, Planning & Development Director

ITEM DESCRIPTION: Modification to Original June 2012 Site Plan Building Addition Approval at Country Fresh Meats, 9908 Weston Avenue (CSIT-5-12-1290 ERU-5-12-1291)

STAFF'S COMMENT: This action item is being presented to the Plan Commission to consider the Planning & Development Director's recommendation that the following motion be approved: "The Plan Commission approves the request to modify the building elevation on the proposed pen."

ACTION ITEM: ___ Ordinance ___ Resolution X Motion ___ File

DATE OF REPORT: Mon, Aug 5, 2013

DATE OF MEETING: Mon, Aug 12, 2013

FISCAL SUMMARY:

Budget Line Item: _____
 Budget Line Item: _____
 Budgeted Expenditure: _____
 Budgeted Revenue: _____

STATUTORY REFERENCE:

Wisconsin Statue: Chapters 61.35,
62.23
 Administrative Code: _____
 Municipal Code: Chapter 94
 Judicial Ruling: _____

Policy Question / Issue:

Should the Plan Commission make a motion to approve requested modifications to the site plan approved June 2012?

Background:

Back in June 2012, Country Fresh Meats received a conditional use permit and site plan approvals to but a building addition on the existing facility at 9908 Weston Avenue. As part of the building addition, a 642 sq ft (25'4"X 25'4") pen area was approved on the back of the building. Masonry block was proposed which would match the proposed addition. Country Fresh Meats has now decided to change the pen area to match up with the back of the building. To do this, they are decreasing the size of the pen to 576 sq ft (24'X24') and are now requesting to use metal panels on the roof system and wall instead of the block.

Staff review:

Staff has reviewed the new submittal. There are no issues with setbacks and due to the pen area being located in the back of the building and not in the public view, staff sees no issues with allowing for the change in size and material.

Recommendation following Staff Review:

It is my recommendation, as the Planning & Development Director, that the Plan Commission make a motion to approve the proposed modifications to the site plan approved in June 2012.

Policy Alternatives:

- 1) Deny the request

Future Deliverables:

- 1) Building Permit Issuance

Additional Items:

- 1) Site Plan Application and Materials (CSIT-5-12-1290/ERU-5-12-1290)



Meeting Date: 8/19/2013
Agenda Item:

STAFF REPORT

REPORT FOR: President White & Village Trustees

REPORT PREPARER: Shawn Osterbrink, Parks & Recreation Superintendent & Jennifer Higgins, Planning & Development Director

ITEM DESCRIPTION: Resolution VW-13-11 Adoption of the Comprehensive Outdoor Recreation Plan (CORP)

STAFF'S COMMENT: This action item is being presented to the Village Board of Trustees to consider the Parks & Recreation Committee's recommendation to approve and the Plan Commission's recommendation that the following motion be approved: "The Village Board of Trustee's approves the Comprehensive Outdoor Recreation Plan 2013-2017 as submitted and detailed in this Staff Report and directs staff to work over the next year to create a Comprehensive Outdoor Recreation Plan (CORP) that contains measurable goals and objectives and can be therefore adopted as part of the Village Comprehensive Plan."

ACTION ITEM: _____ Ordinance X Resolution _____ Motion _____ File

DATE OF REPORT: Tues, August 13, 2013

DATE OF MEETING: Mon, August 19, 2013

FISCAL SUMMARY:

Budget Line Item: _____
 Budget Line Item: _____
 Budgeted Expenditure: _____
 Budgeted Revenue: _____

STATUTORY REFERENCE:

Wisconsin Statue: _____
 Administrative Code: _____
 Municipal Code: _____
 Judicial Ruling: _____

Policy Question / Issue:

Should the Board of Trustees endorse the Parks & Recreation Committee's & Plan Commission's recommendations to approve the *Comprehensive Outdoor Recreation Plan 2013-2017*?

Background:

A Comprehensive Outdoor Recreation Plan is used to guide the Village in making decisions related to improvements at existing parks, new facilities, land acquisition, recreation trail extensions and

improvements, and ADA requirements through the year 2017 and beyond. A five-year update to a community's plan is also an eligibility requirement for any local unit of government seeking parkland acquisition and development funding through the Wisconsin Department of Natural Resources. The Parks Department also uses this document to help provide direction for the Department, particularly in the area of future park development.

Recommendation from Committee:

The Parks and Recreation Committee has reviewed the document and have recommended it for approval.

The Plan Commission has reviewed the document and have recommended that the Village Board of Trustees approve the Comprehensive Outdoor Recreation Plan (CORP) as currently submitted and direct staff to work over the next year to create a Comprehensive Outdoor Recreation Plan that contains measurable goals and objectives and can be therefore adopted as part of the Village Comprehensive Plan

Recommendation following Staff Review:

The Wisconsin Department of Natural Resources (WIDNR) have already reviewed and approved the document. It is our recommendation, as Village Parks & Recreation Superintendent and Village Planning & Development Director, that the Village Board of Trustees accept the Comprehensive Outdoor Recreation Plan (CORP) as currently submitted and direct staff to work over the next year to create a Comprehensive Outdoor Recreation Plan that contains measurable goals and objectives and can be therefore adopted as part of the Village Comprehensive Plan.

Purpose:

The purpose of this recommendation is as follows: to allow staff more adequate time to work together to create a document that can be included as part of the Village Comprehensive Plan document; to maintain, or improve service levels in parks and recreation; allow Village staff to administrate this program more efficiently and more cost effectively; increase opportunities for additional income through the state of Wisconsin parkland acquisition and development funding grant program.

Policy Alternatives:

- 1) Refer recommendation back to the Parks & Recreation Committee & Parks Staff for additional study/review.
- 2) Make modifications/revisions/deletions to the suggested items prior to adoption.

Future Deliverables:

- 1) Copy of the Approved Resolution will be forwarded to the WIDNR.
- 2) A revised Comprehensive Outdoor Recreation Plan that can be included in the Village Comprehensive Plan.

Additional Items:

- 1) Village of Weston Comprehensive Outdoor Recreation Plan 2013-2017



Meeting Date: 8/12/2013
Agenda Item:

STAFF REPORT

REPORT FOR: Chairman White and Plan Commissioners

REPORT PREPARER: Jennifer Higgins, Planning & Development Director

ITEM DESCRIPTION: Appointment of Plan Commission Member to fill vacant Village seat on Joint Town/Village of Weston Extraterritorial Zoning (ETZ) Committee

STAFF'S COMMENT: This action item is being presented to the Plan Commission to consider the Planning & Development Director's recommendation that the following motion be approved: "The Plan Commission recommends the Village Board appoint Plan Commissioner Kollmansberger to fill John Evans position on the Joint Town/Village of Weston Extraterritorial Zoning (ETZ) Committee."

ACTION ITEM: Ordinance Resolution Motion File

DATE OF REPORT: Wed, July 30, 2013

DATE OF MEETING: Mon, August 12, 2013

FISCAL SUMMARY:

Budget Line Item: _____
 Budget Line Item: _____
 Budgeted Expenditure: _____
 Budgeted Revenue: _____

STATUTORY REFERENCE:

Wisconsin Statue: _____
 Administrative Code: _____
 Municipal Code: _____
 Judicial Ruling: _____

Policy Question / Issue:

The Village has a vacant seat on the Joint Town/Village of Weston Extraterritorial Zoning (ETZ) Committee that needs to be filled.

Background:

John Evans requested earlier this year to be replaced on the Village Plan Commission when his appointment expired this past spring. Mr. Evans also served as a Village member on the Joint Town/Village of Weston Extraterritorial Zoning (ETZ) Committee. Per *Sec. 95.115. Extraterritorial zoning (ETZ) committee. (a) Composition and appointment. The ETZ Committee referred to in this section and elsewhere in this chapter shall be composed and appointed as provided for in Wis. Stats. § 62.23(7a) and as further provided for in any ordinance implementing that statute. The Extraterritorial Zoning (ETZ) Committee shall consist of three (3) citizen members of the Village*

Plan Commission, or three (3) members of the Plan Commission designated by the Village President if there are no citizen members of the Commission, and three (3) Town members. The three (3) Town members shall be appointed by the Town Board for three (3) year terms and shall be residents of the Town and persons of recognized experience and qualifications. Town Board members are eligible to serve.

Mr. Evans had agreed to stay on the ETZ but due to Sec. 94.115(a), President White was unable to reappoint him to the ETZ. Citizen Plan Commissioners Diesen (through 2014) and Stenstrom (through 2015) already serve on the ETZ so that leaves Commissioners Maloney, Zeghami and Kollmansberger as being eligible to serve on this committee. The ETZ does not meet very often at this time and has only met once in the last year. This may, however, change due to how the new zoning code is restricted as the plan is to combine the Village Zoning Code and ETZ code into one document.

I have spoken via email with Commissioner Maloney, Zeghami and Kollmansberger and Commissioner Kollmansberger has agreed to accept this position.

Recommendation from Committee:

None.

Recommendation following Staff Review:

It is my recommendation, as Village Planning & Development Director, the Plan Commission recommend Plan Commissioner Kollmansberger to serve as the 3rd citizen Plan Commission on the Joint Town/Village of Weston Extraterritorial Zoning (ETZ) Committee through 2016. Commissioner Zeghami has also stated that he would serve if for some reason Commissioner Kollmansberger finds she cannot do it in the future.

Purpose:

The purpose of this recommendation is to fulfill an ordinance requirement.

Policy Alternatives:

1. Take no action at this time.

Future Deliverables:

- 1) Appointment of the Commissioner by President White and the Trustees at a future Board Meeting.

Additional Items:

- 1) None

Village of Weston
Property & Infrastructure Committee Minutes

Meeting:	Property & Infrastructure Committee
Date/Time:	Monday, July 6, 2015 @ 4:30 p.m.
Location:	Village Hall (5500 Schofield Avenue) – Board Room

Members present were Kevin Ostrowski, Neal Adams, John Jensen, and Mark Porlier. Jon Ziegler was excused. Also present were DPW Keith Donner, Michael Wodalski, John Jacobs, Loren White, Fred Schuster, Daniel Guild, and Valerie Parker. There were 2 audience members present

A. Call to Order of the Property and Infrastructure Committee. Meeting was called to order at 4:33 p.m. by Trustee Ostrowski.

B. Public Hearing – Transport Way

1. Open Public Hearing: Special Assessments for Street Improvements

Donner read the public hearing notice and opened the public hearing.

Review Project and Special Assessment Report

Donner explained the project and explained the formula of assessments. Transport Way is at a point needing to be reconstructed and near complete failure. Wodalski discussed the project and special assessment report that was prepared for this public hearing. The only outside-contracted work will be the paving of asphalt, and the rest of the work will be completed by the Village's workforce.

The estimated total project cost is \$152,481.92, and about \$60,000 of that amount is contracted work and purchased materials, which would result in \$8.89 per linear foot to be assessed to the property owners on Transport Way. Donner explained the ordinance states when the Village furnishes the equipment and labor, that portion of the costs will not be assessed, and would come from the maintenance budget.

Preliminary recommendation is to reconstruct the road with Village staff and contract for the paving. There will also be some lengthening of storm sewer. It was explained the property owners on the east end of street will have an opportunity to tap into the storm sewer.

Porlier stated he is in support of putting the efforts into reconstructing the road, versus fixing it. Wodalski agreed and said if you keep trying to address the surface, you are not really doing much when it is the structure of the pavement that has really failed.

Donner explained the timeline of when this road was originally constructed (in 1999) by the then developer, Foresight Development, who was responsible to put in the public infrastructure. At the time that construction was ongoing, there were some questions as to whether there needed to be some other extraordinary measures to try to stabilize the subgrade. The soils in that area of the Village are very heavy with clay, and it is difficult to drain them to get good stable sub-base conditions without doing some extra drainage, or beefing up street sections. During construction there was some consultation with an engineer, who had been doing some work for the Village at that time. There was a recommendation at that time to put in breaker run (in the section that was explained in the report) in the cross section and a thinner layer of gravel, and then the 3 inches of pavement. Following that, the developer chose not to put in the final layer of asphalt, which was deferred for a couple of years. Ultimately the Village came in (under the subdivider's bond) and completed the street. As we go into our records on the situation, there was involvement from another engineering firm who recommended some drainage improvements. We put some drain tile in behind the curb to try to intercept water to keep it from having an impact on the subgrade after the street was built, around 2002. Donner stated there has been some struggle to get this street put in

to a proper condition that is going to be long-lasting. Donner stated had this been done at the front end (if this could have been predicted), those costs then would have been put on to all the properties through lot prices. The Village does feel a bit of responsibility, and we are proposing that a substantial amount of equipment and labor be contributed in here, along with some of the asphalt.

There was discussion on the heavy trucks that use this road, and how weight limits are not put on this road, which adds to the wear and tear.

Donner explained the assessment information has been forwarded to all the affected landowners. Staff recommends to assess the property owners according to the staff report. Donner stated how generally special assessments have a 10-year payback period, but since the proposed assessment amounts are relatively low (\$4,000 maximum), staff is recommending a 5-year payback period – though it is up to PIC to determine this. Donner also stated the installment interest rate will be based on the current bond rates, and no greater than 2.5%.

Testimony/Questions & Answers

Bruce Flora, Super Lettering & Signs, 4308 Transport Way, Weston, was present, and explained he is not worried about the assessment amount or the payment plan. However, he did not understand if everyone gets assessed for the new blacktop. Flora pointed out that the other landowners on the road are questioning who is responsible for this necessary road work (since the road failed in 16 years, when it was supposed to hold up for 20 years). Neighbors are concerned that they are paying for something that someone did not do correctly. Flora commented after some discussion he had with Gary Guerndt, of PGA, that Guerndt is willing to come out and help with the project. Regardless, the biggest concern from the landowners is “what happened”? Flora explained the other owners feel someone else is responsible to pay, that they are hoping for a little justice.

Porlier explained how the Village is contributing 20% for the 4 final years this road did not hold up. Jensen pointed out how instead of assessing at 80%, we are assessing at about 20%, due to Village forces doing the labor.

Flora brought up all the rules and regulations they had to follow when constructing their buildings, so he expected things to be pretty good, and suggested there be some consideration.

Wodalski explained by our using Village staff, the assessment rate is less than \$9.00, whereas if we contracted the entire project, the assessment rate would be more in line with \$40.00.

Flora would like to talk to someone about the bottom of his driveway, if there is something that could be done for his driveway during this project. Donner stated if it is part of the right-of-way, it would be looked at, though there would be additional charges. Flora asked about any talk of utilities going in, such as cable. Donner stated not to his knowledge, and if any utilities were coming in, it would likely be in the greenspace part of the right-of-way, not the road. Flora questioned who is doing the engineering. Wodalski explained he will be doing the engineering. Flora is concerned about this construction work being designed correctly this time. Porlier commented he has confidence that this project is being designed correctly by staff.

Donner summarized the two e-mails staff received from two property owners Craig Novak, Nova Enterprises, 4315 Transport Way, and Jeff Rucinski, Best-1 Plumbing & Heating, 4304 Transport Way, who submitted their comments for the record, on July 1, 2015 (attached). Novak’s e-mail went through some of Novak’s perspectives on the history of the street and had three main questions included. Novak asks about what possible TIF monies have been put into improvements, repairs, etc., over the past 15 years. Donner stated the TIF district would not be involved in any maintenance, so there would not be money coming out of the TIF funds for maintenance. Donner stated the question was also being extended as to why are there not TIF funds being used for the reconstruction. Donner stated the TIF has no ability to take on any additional financial obligations at this point in time. This is a Village project under the general fund, and contributing a substantial

amount of Village labor and equipment into the project. Novak's second question was related to the same kind of question Flora had asked, "If the Village was aware Foresight had built the road improperly, What State/Village building codes were broken and what inception or action was taken to correct the problem and who signed off on completion". Donner stated the history was that when there was a recognition that there needed some other type of cross section put in this street, that was done at the outset, it turns out that it was not adequate, in hindsight. Some other measures were attempted to be put in place in between after that point putting drain tile in behind the curbs, under the advice of another consulting engineer. The other factor that came in to play was the final layer of asphalt was not put on until after a year or two following initial construction. Ultimately, the Village had to accept what was done and had to go under the subdivider's bonding company to get all the improvements completed. Novak's third question is why it has taken 15 years to agree to restructure the road. Donner stated that we got to a point where it really was not in need of reconstruction, though it needed some major maintenance. Staff did not feel that the maintenance was a wise expenditure of funds and we knew we would be at this point. Donner stated there is a reference in Novak's e-mail about a commitment to a fence by the subdivider. Donner is not aware of this, and if this was a commitment by the subdivider, the Village would not have any involvement in that. Donner then brought up Rucinski's letter, and stated there are similar questions here, in principle, about feeling it is not their responsibility to have any obligation on this project. Same question about who is responsible for the inspection as well as the question on TIF funds.

Guild commented we are in the process of working through other new developments. You always have a challenge and struggle with developers with what is needed for a quality road. There was discussion of how construction standards do change over time, as new and improved methods come about.

Flora asked if the State protects municipalities on these issues. Porlier used the Leo Frigo bridge collapse, in Green Bay, as an example of how even when the highest standards are met, unintended problems could arise.

2. Close Public Hearing: Special Assessments for Street Improvements

**M/S/P Ostrowski/Porlier: closed the public hearing at 5:20 p.m.*

3. Discussion and Possible Action on Matters Discussed at Public Hearing

Donner stated unless changes are proposed from PIC, he recommended this be adopted and forwarded to Village Board as presented.

**M/S/P Porlier/Jensen: to accept as written and presented, with the assessment repayments to be in 5 installments and at 2.5% interest.*

4. Authorizing Resolution VW-15-19 for Transport Way Special Assessments

**M/S/P Porlier/Jensen: to approve Authorizing Resolution VW-15-19.*

C. Comments from the Public on Matter Pertaining to Committee Business.

Mark Thompson, MTS LLC, 404 Franklin Street, Wausau, is present representing Ridgeview Subdivision.

D. Presentations. None.

E. Approval of Previous Meeting Minutes from 06/01/2015.

**M/S/P Porlier/Adams: to approve the minutes for the meeting of June 1, 2015 as presented.*

F. Consent Items.**1. Approve Water/Sewer Permits LCON-6-15-6002 & LCON-6-15-6019.**

**M/S/P Porlier/Jensen: to approve water/sewer permits LCON-6-15-6002 & LCON-6-15-6019.*

2. Recommend Re-Appointment of Galen Olson to the Rib Mountain Metropolitan Sewerage District Commission.

**M/S/P Porlier/Jensen: to approve the recommendation of re-appointment of Galen Olson to the Rib Mountain Metropolitan Sewerage District Commission.*

G. New Business.**1. Approve Plans and Terms of Development Agreement for Ridgeview Subdivision.**

Donner referred to his report included within this meeting packet relating to this development. He explained that following the adoption of the Complete Streets resolution, the requirements of that resolution have been incorporated in the developer's plans. However, the developer has asked for a variance on the street connection. Some of the remaining issues to be resolved include the cost share on the offsite improvements. The proposal is to have the Village participate in this to the maximum extent that is permitted by law (cap of \$25,000 before requiring a public bidding). We are still not sure of the approval by ATC of the street improvements within their easement, contacts with telecommunications providers (Charter, Frontier, etc.)

Thompson gave some background on when this project originally started (under Foresight). Thompson explained how Denyon Homes has no issues with the required increase in base thickness and adding sidewalk and street trees within the subdivision boundaries. The main concern is with the street connection. This development was originally platted without this connection from Ridgeview Subdivision to East Everest Avenue. He commented this proposed street connects out to Von Kanel Street, and they do not see the need to connect this to East Everest Avenue. Thompson stated the concern is the connection to East Everest will come at a cost of +\$70,000, which was not on the table when discussing purchasing this development with the bank. The owner feels this requirement is not fair, which is why they are requesting this variance from the policy. Thompson commented they have not seen the developer's agreement from the Village yet.

Donner explained, with regards to the developer's agreement, there have been no substantial changes from the Village's format, other than adding some indemnification language suggested by our attorney.

Donner confirmed the \$70,000 estimate, this excludes any professional services, and only includes the construction itself. Of that \$70,000, about \$21,000 is utility-related work (stormsewer and watermain). Guild asked the number of unbuilt lots, Thompson stated about 24.

Guild stated he feels some cost sharing is appropriate here. He stated the advantages are infrastructure and continuity and connecting utilities up to that subdivision. He feels there should be a funding combination between the Village and developer. He is not in favor of a variance, and encourages the infrastructure be built, but where the threshold should be for the Village contribution in the cost of work.

Guild explained how this connection has been identified within the draft future transportation map, which will be adopted at a later time.

White stated as far as he recalls the Village wanted this strip to be dedicated for future connectivity to this subdivision. He recalls it was planned that if this road were built, it would be built with all Village funds. Thompson commented on how Rennes dedicated land to the Village for right-of-way, as part of the approval of their project.

Guild stated the point to start a negotiation would be to propose to absorb the utility costs (about \$20,000), and propose a 50/50 split on the remaining \$50,000. This would leave about \$25,000 costs for the developer, divided over the 24 lots, which amounts to \$1,000 per each lot in additional costs. Guild feels what he is proposing to the developer would not be too burdensome. Guild is confident that the subdivision once completed will be very attractive and a good location, and has every reason to believe these lots will sell easily.

Thompson stated Tappe is currently on vacation and he will talk to him when he returns. Thompson confirmed that Guild is proposing \$10,000 from water utility and \$10,000 from storm sewer utility. Guild is anticipating the bidding laws will change with the State budget.

Wodalski commented about tying the inlets into the public storm sewer, which runs through the Rennes development, where they would not need to tie in the storm sewer at the traffic circle. Thompson stated he will talk to Bancuk. Wodalski stated this could save them about \$7,000.

Donner stated staff recommendation, with regard to the cost share issue, is to forward this to Finance Committee for review (for 100%, or cost share %, or apportionment, or limiting to \$25,000).

Porlier recommends to send back to Finance for negotiation. Donner stated at minimum the committee should give staff a sense for cost apportionment. Porlier feels we should meet with intentions of a few years ago. Village should look at it with Finance. **Donner confirmed they would like Finance Committee to evaluate, from the intent, for the Village to take on the financial responsibility of all the off-site improvements to make the connection. Porlier agreed and stated to make that connectivity and improvement to our infrastructure.**

Guild commented we are looking for the philosophy here, and more discussion of financials to the Finance Committee.

****M/S/P Porlier/Jensen: to approve the philosophy of discussions tonight, and to get assistance from the Finance Committee. Q: Donner stated there are still some details to work out on the plans with Thompson and Denyon Homes. Thompson stated ATC has not responded to their request. Donner stated Village may have more luck making that contact with ATC, and feels they would not prohibit this work, if we are far enough from the actual lines.***

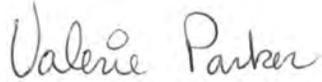
H. Reports.

- 1. Deputy Director, Public Works.** Wodalski discussed what he had provided in his staff report.
- 2. Director, Public Works and Utilities.** Donner discussed what he had provided in the packet, which includes the annual CCR report. Donner commented about the Metropolitan Planning Organization and the work on the sewer service boundary amendment, which was brought up at the Strategic Planning meeting last week. There will be another meeting at the Technical Advisory Committee next week, and one of the issues he is trying to address in there is some consistency in Weston and the perspective of the Marathon County Planning & Zoning Department on the approvals of private systems within area that is in the sewer service boundary, but not currently served. That could be a potential issue that touches on current land use and land divisions, before sewer and water service might be available. This may have some implications in Plan Commission as well with this committee and Village Board.

- 3. Administrator.** None.
- I. Communications and Recommendations from Committee Members.** None.
- J. Set next meeting date and discuss items for next agenda - August 3, 2015, at 4:30 p.m.**
- K. Adjourn.**

Ostrowski adjourned the meeting at 5:56 p.m.

Submitted by,



Valerie Parker
Administrative Specialist

From: [Craig](#)
To: [Michael Wodalski](#)
Subject: RE: assessment for transport way-revision letter
Date: Wednesday, July 1, 2015 7:03:37 AM

RE: RIVISION LETTER TO BOARD

TRASPORT WAY PROJECT

Dear Sir/Madam

I, Craig Novak, owner, Nova Enterprises Inc, 4315 Transport way, will be out of the area and unable to attend the 7/6/15 public hearing in regards to restructuring of Transport Way.

I have owned and operated Nova Enterprises Inc at the Transport Way site since 2000. We employ 11 full time and 2 part time workers at this location. In approximately 2001, I had approached the ex village administrator along with public works director Keith Donner in regards to the condition of Transport Way. At that time I was informed that the road was built with sub standard materials and lacked proper road base. The road was experiencing yearly heaving and the base course was breaking and crumbling. I was informed that the road was built by a private contractor(foresight development) and also owned by him and wasn't in the parameters of a village road. I believe the village had numerous conversations with the previous owner about the sub standard materials and improper road base used but nothing was done to improve the integrity at that time. Over the course of the next few years, each spring incurred heaving and the road rose to the point that the current manholes would be 6 plus inches below the road surface. In 2004 the road was so bad that it broke a suspension spring on one of our work trucks. Over the years, I had made numerous calls about the structure of Transport Way. I realize that the village was going through a building boom during those early years of 2000 and beyond and Foresight had been an integral part of some of the development in the area. I came away from conversations with the Village that although they were not completely happy with some of the methods used in construction, they weren't going to "rock the boat". One of the agreements by foresight upon my purchase of the land in 1999 was to supply a "fence" along the southern border of our property(north of yeager auto salvage) and extend it west to Camp Phillips road. This was recorded in the minutes. It has never been started nor completed.

My questions for the board are the following:

- 1) I believe this area is in a TIF district. What money, if any, has been put into improvements, repairs, ect. over the past 15 years?
- 2) If the village was aware Foresight had built the road improperly, what State/Village building codes were broken and what inception or action was taken to correct the problem and who signed off on completion.
- 3) Due to ever increasing construction costs, why has it taken 15 years to finally agree to restructure a road that has been known to have been built improperly.

While I am happy that the village is finally taking action on this problem, I feel it could have been resolved years ago by holding Foresight responsible for the sub par work. Also, once the Village took over the road , repairs could have been done at a much lower cost had it been addressed and not put off until now.

Our small business park has seen the "back burner" when it comes to weed cutting, snow removal or minor repairs over the years. I would hope this would be the start of a better relationship with the Village. Thank you for your time and consideration in this matter.

Sincerely,

Craig Novak-owner
Nova Enterprises Inc.

From: Michael Wodalski [mailto:mwodalski@westonwi.gov]

From: [Best-1 Plumbing and Heating](#)
To: [Michael Wodalski](#)
Subject: Transport Way Street Reconstruction Project
Date: Wednesday, July 1, 2015 2:28:11 PM
Importance: High

Michael,

This email is in response to the letter you sent on June 15, 2015. I do not feel it is our responsibility to pay \$1,404.63 for repairing this road. The road was not properly installed from the beginning. Therefore, I see it to be the Village's responsibility to correct the problem as it was not inspected when it was initially installed. I would also like to know where the TIF money is for this project. Due to the horrible road conditions throughout the years, I have had numerous vehicle repairs for alignments due to the potholes, etc. along with lots of customer and vendor complaints for their vehicles as well.

I am unable to attend the meeting on July 6th as I have a prior commitment. If you would like to discuss this with me, please feel free to contact me at the number listed below.

Sincerely,

Jeff Rucinski

Best-1 Plumbing & Heating, Inc.

4304 Transport Way

Weston, WI 54476

Ph: 715-241-0883

Fx: 715-355-6095

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**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

June 6th, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – E.8.**



**Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review**

REQUEST FROM: **MICHAEL WODALSKI; DEPUTY DIRECTOR OF PUBLIC WORKS**

ITEM DESCRIPTION: **UPDATE ON VILLAGE FLEET REPLACEMENT SCHEDULE (2016 – 2020)**

DATE/MTG: **PROPERTY & INFRASTRUCTURE COMMITTEE; MONDAY, JUNE 6, 2016**

POLICY QUESTION: Should the Property and Infrastructure Committee acknowledge the fleet replacement schedule from 2016 - 2020?

RECOMMENDATION TO: I make a motion to acknowledge the 2016 – 2020 fleet replacement schedule.

LEGISLATIVE ACTION:

- | | | |
|---|---------------------------------------|-------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | |
| | <input type="checkbox"/> Proclamation | |
-
-

FISCAL IMPACT ANALYSIS:

- Budget Line Item: Capital Projects Fund
- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: _____
-
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statute: 61.54: Public Works Bidding
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: _____
- Municipal Rules: _____
-
-

PRIOR REVIEW:

The Fleet Replacement plan is a living plan that adjusts annually as needs are reassessed and then presented regularly for agreement.

BACKGROUND:

The Capital Equipment Plan was created initially in 2014 and has been implemented for several years now. As this is a living document, staff has looked at the proposed schedule and realized that an effort needs to be made to replace our existing vacuum truck sooner rather than later. As a result, staff is proposing that the plow truck purchased in 2017 be a combination unit which can be used for snow plowing in winter, leaf/yard material collection in spring/fall and then as a dump truck in summer. There are other minor modifications made such as moving the replacement of the grader back a year.

Supplemental Briefer for Agenda Items under Consideration?

Attachments

Updated 2016-2020 Fleet Plan with annual cash flows; August 2015 Fleet Plan

**Village of Weston Wisconsin
PROPERTY & INFRASTRUCTURE COMMITTEE/VILLAGE BOARD BRIEFER
Michael Wodalski; Deputy Director of Public Works**

Date: Monday, June 6, 2016

Re: Update on Village Fleet Replacement Schedule (2016 – 2020)

1. Policy Question:

Should the Property & Infrastructure Committee acknowledge the revised 2016-2020 Village Fleet Replacement Schedule?

2. Purpose:

The purpose is to acknowledge the modified fleet replacement plan for the Village of Weston from 2016 to 2020. With the acknowledgement of the plan, staff can then move forward with obtaining quotes for the various pieces of equipment knowing that there is support by the Committee to make those purchases.

3. Background:

In 2014 the Fleet Replacement Schedule was initially approved and adopted as part of the Village of Weston's fy2015 budget. Since then, subsequent updates have been made based on refined equipment costs as well as various changes in operational needs.

4. Issue Analysis:

The main change that is being made is to accommodate a combination truck that would function as a snow plow in winter, leaf/material vacuum truck in spring/fall and a dump truck in the summer. This effort is being made in a large part to some of the deficiencies that are experienced with our current leaf truck and mainly the age of that truck and the maintenance required. However, it did not seem prudent to purchase a new chassis for a vehicle that is only utilized 2-3 months out of the year. Thus, by utilizing a hook lift system, various body attachments can be interchanged to provide multiple functions on the same chassis.

The City of Wausau and various contractors throughout the area have this technology on their trucks. You might be most familiar with these functions as roll-offs you'd order from a garbage company for a roofing project. They drop off a container, which essentially is a box of a dump truck and then once it is full it is picked up. We'd be doing the same thing, except instead of a garbage dumpster that is being dropped off or picked up it would be a V-box and spreader for salting operations, or a leaf vacuum for material collection, etc.

In addition to the combination truck, items such as the grader have been bumped back a year in an effort to better smooth out the equipment costs moving forward.

5. Fiscal Impact:

The main cost difference with the new schedule is the additional cost of the combination truck. However, since this truck will be utilized for spring and fall pick up, a portion of the cost is recommended to be covered by the Refuse and Recycling Fund. As such, the actual change to the Capital Improvements Fund is fairly minor moving forward. The table below shows the expected fiscal year costs moving forward under the revised plan versus what the plan was at the end of 2015.

Capital Improvement Fund Yearly Cost Comparison With Summer 2016 Revisions			
Fiscal Year	End of 2015 Estimate	Updated June 2016 Estimate	Difference (Current Estimate – End of 2015)
2016	\$ 476,619.13	\$ 476,619.13	\$0.00
2017	\$ 598,750.13	\$ 590,416.80	-\$ 8,333.33
2018	\$ 705,351.11	\$ 707,756.78	\$ 2,405.67
2019	\$ 686,164.40	\$ 598,831.07	-\$ 87,333.33
2020	\$ 600,021.80	\$ 589,688.47	-\$ 10,333.33

*Note: above costs include estimates from SAFER from end of 2015 and those numbers have not been changed.

The total difference then over the next 5 years is a decrease in estimated equipment costs of \$103,594.32. There are not any projected changes for the remainder of 2016, but as we begin to spec and order equipment for 2017 staff would like to gain confirmation from elected officials that the proposed changes are appropriate and should be followed.

6. Statutory Reference:

Wis. Stat. § 61.54 describes the requirements for public works bidding, in which equipment purchases are not required to be. However, staff does seek competitive quotes and then recommends purchase of equipment based off of price, quality of construction, ease of operation, etc.

7. Prior Review:

- The equipment replacement plan was presented last August and was included in the fy2016 budget.

8. Attachments:

- Revised 2016 – 2020 cash flows showing changes made

9. Policy Choices:

- 1) Acknowledge the revised 2016 – 2020 fleet replacement schedule.
- 2) Do not acknowledge the revised 2016 – 2020 fleet replacement schedule.

10. Recommendation:

I acknowledge the revised 2016 – 2020 fleet replacement schedule.

11. Legislative Action:

I move to acknowledge the revised 2016 – 2020 fleet replacement schedule.

	Funding Source	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
FY2014 Purchases	Capital Equipment	\$ 75,133.85	\$ 57,836.22	\$ 57,836.22	\$ 57,836.22	\$ 41,678.20							\$ 290,320.71
	SAFER												\$ -
FY 2015 Purchases	Capital Equipment		\$ (7,185.63)	\$ 103,137.40	\$ 103,137.40	\$ 103,137.40	\$ 103,137.40	\$ 27,020.80					\$ 432,384.77
	SAFER		\$ 141,839.00										\$ 141,839.00
FY 2016 Purchases	Capital Equipment		\$ 137,377.51	\$ 89,988.51	\$ 89,988.51	\$ 89,988.51	\$ 40,000.00	\$ 40,000.00					\$ 397,354.53
	SAFER		\$ 178,268.00	\$ 106,983.00	\$ 106,983.00	\$ 73,199.00	\$ 73,199.00	\$ 73,199.00					\$ 611,831.00
FY 2017 Purchases	Capital Equipment			\$ 65,666.67	\$ 81,666.67	\$ 81,666.67	\$ 41,666.67	\$ 41,666.67					\$ 312,333.33
	SAFER			\$ 166,805.00	\$ 155,654.00	\$ 91,465.00	\$ 67,568.00						\$ 481,492.00
FY 2018 Purchases	Capital Equipment				\$ 35,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00			\$ 147,000.00
	SAFER				\$ 93,649.00	\$ 46,065.00	\$ 46,065.00	\$ 46,065.00					\$ 231,844.00
FY 2019 Purchases	Capital Equipment					\$ 36,750.00	\$ 115,250.00	\$ 115,250.00	\$ 115,250.00	\$ 65,000.00			\$ 447,500.00
	SAFER					\$ 98,548.00	\$ 68,919.00	\$ 68,919.00	\$ 68,919.00	\$ 68,919.00			\$ 374,224.00
FY 2020 Purchases	Capital Equipment						\$ 82,000.00	\$ 43,000.00	\$ 43,000.00	\$ 43,000.00	\$ 43,000.00	\$ 43,000.00	\$ 254,000.00
	SAFER						\$ 59,291.00	\$ 48,142.00	\$ 48,142.00	\$ 48,142.00	\$ 48,142.00		\$ 203,717.00

Committed FY Cost	Capital Equipment	\$ -	\$ 57,836.22	\$ 160,973.62	\$ 250,962.13	\$ 423,453.78	\$ 463,533.07	\$ 438,769.47	\$ 304,180.67	\$ 143,250.00	\$ 65,000.00	\$ -	
Total FY Cost	Capital Equipment	\$ 75,133.85	\$ 192,489.59	\$ 476,619.13	\$ 590,416.80	\$ 707,756.78	\$ 598,831.07	\$ 589,688.47	\$ 416,099.67	\$ 255,169.00	\$ 176,919.00	\$ 43,000.00	

	Funding Source	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
FY 2014 Purchases	Ref & Recy Fund		\$ 64,632.06	\$ 64,632.06	\$ 64,632.06								\$ 198,528.24
FY 2015 Purchases	Ref & Recy Fund		\$ 33,908.53	\$ 67,684.53	\$ 67,684.53	\$ 67,684.53	\$ 67,684.53	\$ 33,776.00	\$ -	\$ -	\$ -	\$ -	\$ 348,006.92
FY 2016 Purchases	Ref & Recy Fund												\$ -
FY 2017 Purchases	Ref & Recy Fund				\$ 20,833.33	\$ 20,833.33	\$ 20,833.33	\$ 20,833.33	\$ 20,833.33				\$ 83,333.33
FY 2018 Purchases	Ref & Recy Fund												\$ -
FY 2019 Purchases	Ref & Recy Fund						\$ 7,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ 77,000.00
FY 2020 Purchases	Ref & Recy Fund							\$ 17,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 62,000.00
Committed FY Cost	Ref & Recy Fund	\$ -	\$ 64,632.06	\$ 132,316.59	\$ 132,316.59	\$ 88,517.86	\$ 88,517.86	\$ 79,609.33	\$ 45,833.33	\$ 25,000.00	\$ -	\$ -	\$ 478,137.03
Total FY Cost	Ref & Recy Fund	\$ -	\$ 98,540.59	\$ 132,316.59	\$ 153,149.92	\$ 88,517.86	\$ 95,517.86	\$ 96,609.33	\$ 60,833.33	\$ 40,000.00	\$ 15,000.00	\$ 15,000.00	\$ 501,477.03

	Funding Source	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
FY 2014 Purchases	Sewer & Water	\$ 15,046.00											\$ 15,046.00
FY 2015 Purchases	Sewer & Water		\$ -	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -	\$ 33,020.80
FY 2016 Purchases	Sewer & Water			\$ 137,586.00									\$ 137,586.00
FY 2017 Purchases	Sewer & Water				\$ 18,000.00								\$ 18,000.00
FY 2018 Purchases	Sewer & Water					\$ 203,000.00							\$ 203,000.00
FY 2019 Purchases	Sewer & Water						\$ 23,250.00						\$ 23,250.00
FY 2020 Purchases	Sewer & Water												\$ -
Committed FY Cost	Sewer & Water	\$ -	\$ -	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -	\$ 33,020.80
Total FY Cost	Sewer & Water	\$ 15,046.00	\$ -	\$ 144,341.20	\$ 24,755.20	\$ 209,755.20	\$ 30,005.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -	\$ 405,657.80

Funding Source Net Expense	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
Capital Equipment Fund	\$ 75,133.85	\$ 192,489.59	\$ 476,619.13	\$ 590,416.80	\$ 707,756.78	\$ 598,831.07	\$ 589,688.47	\$ 416,099.67	\$ 255,169.00	\$ 176,919.00	\$ 43,000.00	\$ 2,945,511.68
Refuse and Recycling Fund	\$ -	\$ 98,540.59	\$ 132,316.59	\$ 153,149.92	\$ 88,517.86	\$ 95,517.86	\$ 96,609.33	\$ 60,833.33	\$ 40,000.00	\$ 15,000.00	\$ 15,000.00	\$ 636,440.03
Sewer and Water Utility Funds	\$ 15,046.00	\$ -	\$ 144,341.20	\$ 24,755.20	\$ 209,755.20	\$ 30,005.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -	\$ 435,660.80
Storm Water Utility Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,750.00	\$ 36,750.00	\$ 36,750.00	\$ 36,750.00	\$ 36,750.00	\$ 147,000.00
Total Net Expense	\$ 90,179.85	\$ 291,030.18	\$ 753,276.92	\$ 768,321.92	\$ 1,006,029.84	\$ 724,354.13	\$ 729,803.00	\$ 513,683.00	\$ 331,919.00	\$ 228,669.00	\$ 94,750.00	\$ 4,464,511.68

Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review

REQUEST FROM: MICHAEL WODALSKI; DEPUTY DIRECTOR OF PUBLIC WORKS

ITEM DESCRIPTION: ACKNOWLEDGE FY2015 BUDGETED VILLAGE FLEET REPLACEMENT PURCHASES AND REVISED FY2016 REPLACEMENT SCHEDULE

DATE/MTG: PROPERTY & INFRASTRUCTURE COMMITTEE; MONDAY, AUGUST 3, 2015
VILLAGE BOARD OF TRUSTEES; MONDAY, AUGUST 3, 2015

POLICY QUESTION: Should the Property & Infrastructure Committee/Village Board of Trustees acknowledge the fy2015 and the revised fy2016 Village Fleet Replacement Purchases?

RECOMMENDATION TO: I make a motion to acknowledge the fy2015 and revised fy2016 fleet replacement purchases.

LEGISLATIVE ACTION:

- Checkboxes for Acknowledge/Approve, Administrative Order, Expenditure, Ordinance, Policy, Procedure, Proclamation, Reports, Resolution.

FISCAL IMPACT ANALYSIS:

- Checkboxes for Budget Line Item, Budgeted Expenditure, Budgeted Revenue with corresponding values: Capital Projects Fund, \$219,636.00, \$48,370.00.

STATUTORY / RULEMAKING / POLICY REFERENCES:

- Checkboxes for WI Statute, WI Administrative Code, Case Law / Legal, Municipal Code, Municipal Rules with a reference to 61.54: Public Works Bidding is not required for equipment purchases.

PRIOR REVIEW: The 2015 Capital Equipment Plan was acknowledged at the 3/25/2015 Finance Committee Meeting
Acknowledged by Finance Committee at 7/29/15 Meeting

BACKGROUND:

The Capital Equipment Plan was created in 2014 and has been implemented for 2 years now. There is one more purchase to be made for fy2015 which is included in the packet for the 7/22/15 Finance Meeting. In addition to the final fy2015 purchase there is an update to the fy2016 purchases and equipment from SAFER has also been included to give a holistic view of the equipment purchases heading into the future.

- Checkboxes for Supplemental Briefer for Agenda Items under Consideration? Attachments?

Village of Weston, Wisconsin
AGENDA ITEM LEGISLATIVE ANALYSIS
Supplemental Briefer for Agenda Items under Consideration

From: Michael Wodalski, Deputy Director of Public Works
Date/Mtg: Monday, August 3, 2015 / Property & Infrastructure Committee/Village Board of Trustees
Re: Acknowledgement of the fy2015 and revised fy2016 Village Fleet Replacement Purchases

1. Policy Question:

Should the Property & Infrastructure Committee/Village Board of Trustees acknowledge the fy2015 and the revised fy2016 Village Fleet Replacement Purchases?

2. Purpose:

The purpose is to acknowledge the fy2015 and the revised fy2016 fleet replacement purchases for the Village of Weston and to update the committee on the current status of those purchases as compared to the fy2015 budget.

3. Background:

In 2014, the Fleet Replacement Schedule was approved and adopted as part of the Village of Weston's fy2015 budget. This report is an update on those purchases as well as a revised outlook on the upcoming years. Information from SAFER has been included in the replacement schedule to show the Village's portion of those future costs as well.

4. Issue Analysis:

The Fiscal Impact section will take care of the Issue Analysis.

5. Fiscal Impact:

I have attached a budget to actual/estimated comparison for the purchases made by the Public Works and Parks Departments in 2015. The main item to note is that for fy2015 the Capital Equipment purchases for the Public Works and Parks Departments in regards to the general fund are projected to come in at **\$140,000 Under Budget**. This is primarily due to the Village obtaining more value in trade-ins/sales of equipment than initially anticipated (**revenue increase of \$110,000**). Additionally, the Excavator that was scheduled to be purchased in fy2015 has a financing option to be paid for in arrears, so the first payment for that piece of equipment will not be realized until fy2016, thus reducing the expenses for fy2015 (**reduced expenses by \$30,000**).

There is one minor change to the fy2015 budget. Staff had not included initially a new sewer televising camera, however the existing equipment is in need of replacement as it no longer has full functionality and finding a contractor to come and televise sewers this summer has been extremely difficult. As a result, staff recommends that a sewer televising camera be added to the fy2015 plan and be fully funded by the Sewer Utility.

The change then to the fy2016 budget includes the purchase of a new fleet vehicle to be used by staff which will replace the Buick and Minivan currently in the Village's fleet. These two vehicles have been primarily known as the Administrator's car and then as a conference/meeting vehicle for staff to use. I have had preliminary discussions with new SAFER Chief Matt Savage about the Minivan possibly serving as the SAFER Fire Inspection Vehicle which would reduce a fy2016 SAFER expense, but I have not made that change yet to the replacement schedule.

The other item that has been added is the addition of the SAFER equipment. This was their preliminary equipment replacement schedule and I do not believe this schedule has been officially approved by any boards at this time. I have included the SAFER schedule solely for your information.

6. Statutory References:

- Wis. State Stat. §61.54 describes the requirements for public works bidding, in which equipment purchases are not subject to state bidding laws.

7. Prior Review:

- 2015 Budget
- Status Update at the 3/25/2015 Finance Committee Meeting
- Acknowledged at 7/29/2015 Finance Committee Meeting

8. Policy Choices:

- Acknowledge the fy2015 purchases and revised fy2016 schedule
- Do not acknowledge the fy2015 purchases and revised fy2016 schedule

9. Recommendation:

I acknowledge the fy2015 and revised fy2016 schedules and updates.

10. Legislative Action:

I move to acknowledge the fy2015 and revised fy2016 schedules and updates.

11. Attachments:

- 2015 Capital Equipment Update (Capital Equipment Fund)
- Capital Equipment Plan (Revised with SAFER and fy2016 changes)
- Fy2015 Capital Projects Budget

2015 Capital Equipment Update

CAPITAL EQUIPMENT FUND EXPENSES

<u>Equipment</u>	<u>Budgeted Amount</u>	<u>Actual/Estimated Amount</u>
PLOW TRUCK 10 (2014 LEASE)	\$ 41,678.00	\$ 41,678.00
END LOADER 32 WING (2014 LEASE)	\$ 16,158.00	\$ 16,158.00
PLOW TRUCK 9 (2015 LEASE)	\$ 42,000.00	\$ 40,845.59
PICKUP TRUCK 59 (2015 PURCHASE)	\$ 31,000.00	\$ 32,913.00
BALL DIAMOND MACHINE (2015 PURCHASE)	\$ 20,000.00	\$ 22,768.00
EXCAVATOR #23 (2015 LEASE)	\$ 18,800.00	\$ -
STREET SWEEPER (2015 LEASE)	\$ 50,000.00	\$ 35,271.00
Expense Totals	<u>\$ 219,636.00</u>	<u>\$ 189,633.59</u>
	<u>\$ 30,002.41</u>	Under Budget

CAPITAL EQUIPMENT FUND REVENUES

<u>Equipment</u>	<u>Original Estimate</u>	<u>Actual/Estimated Amount</u>
TRADE IN/SALE PRICES		
PLOW TRUCK 9	\$ 7,255.00	\$ 24,000.00
END LOADER 32	\$ 14,680.00	\$ 20,410.23
PICKUP TRUCK 59	\$ 245.00	\$ 500.00
DUMP TRUCK 25	\$ 5,100.00	\$ 22,000.00
BALL DIAMOND MACHINE	\$ 4,180.00	\$ 7,573.00
EXCAVATOR #23	\$ 8,230.00	\$ 25,000.00
STREET SWEEPER	\$ 8,680.00	\$ 60,000.00
Revenue Totals	<u>\$48,370.00</u>	<u>\$ 159,483.23</u>
	<u>\$111,113.23</u>	In Extra Revenue
	<u>\$ 141,115.64</u>	Extra 2015 Fund Balance going into 2016

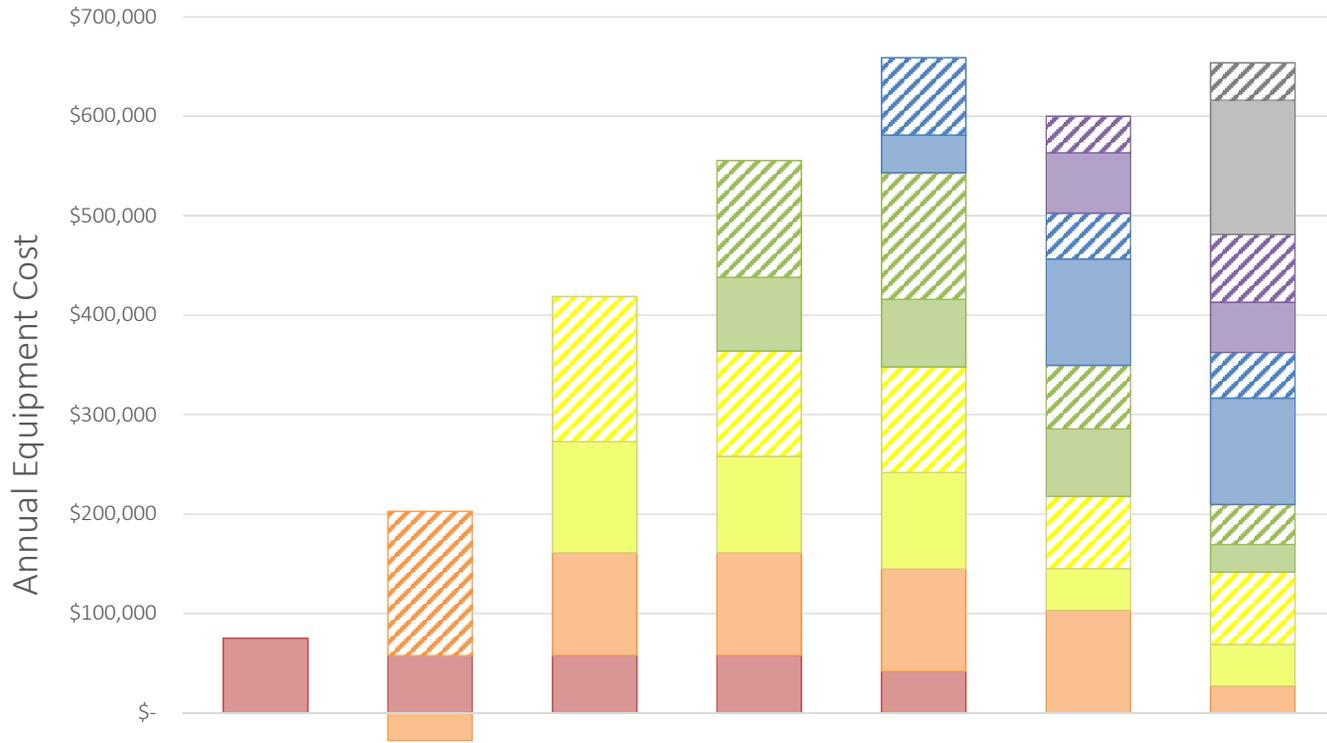
Yellow areas are estimated costs as these pieces of equipment have not yet been bought/sold

Summer 2015 Update

Village of Weston Street, Utility, Parks and Village Share of SAFER Capital Equipment Replacement Schedule
Financing of Equipment Cash Flows Up To 2020

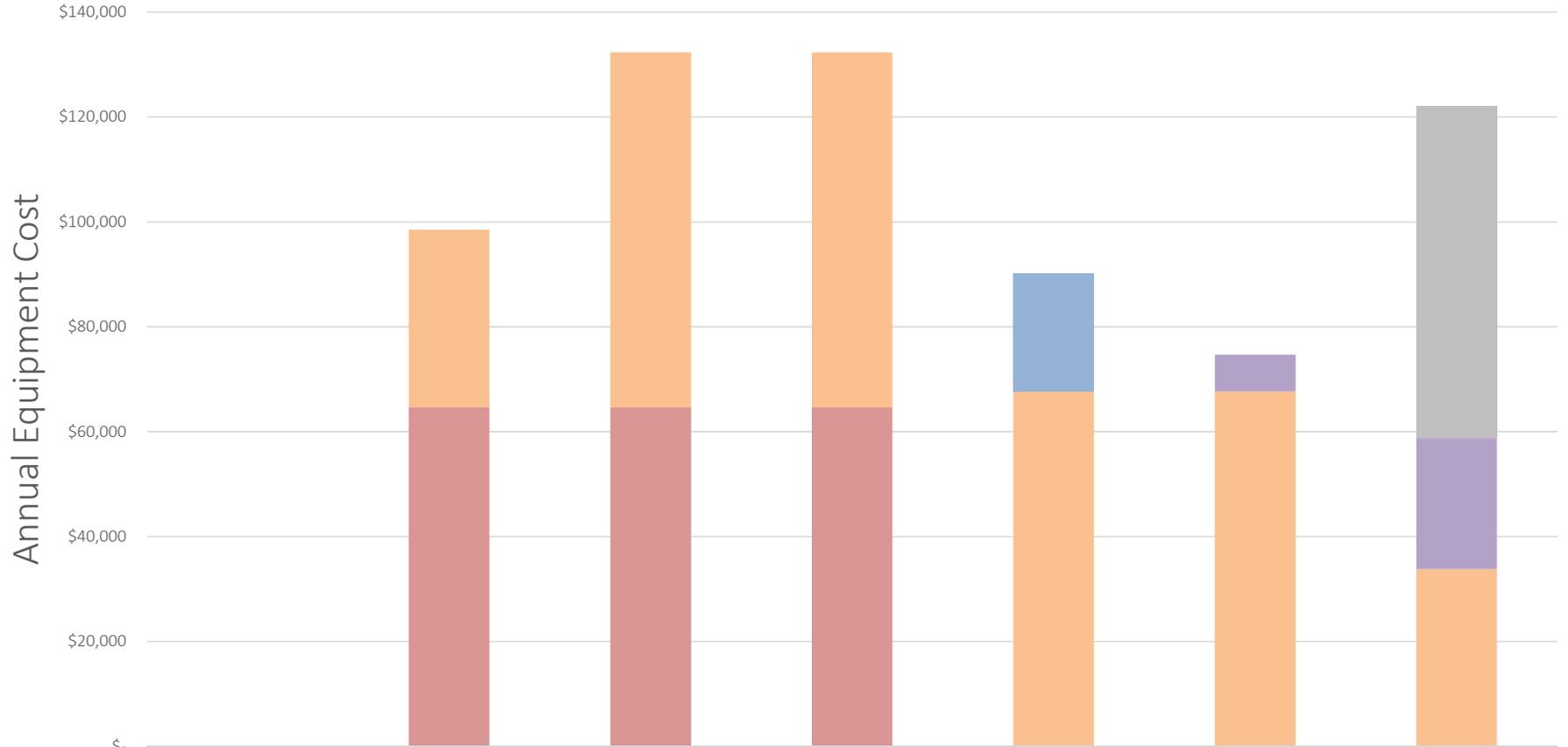
Funding Source	2014	2015	2016	2017	2018	2019	2020	Trade In / Sale Value	Notes
2014 Purchases									
Plow Truck 10 (5-yr Finance)	Capital Equipment	\$ 41,678.20	\$ 41,678.20	\$ 41,678.20	\$ 41,678.20	\$ 41,678.20	\$ -	\$ -	\$ 24,671.50
New End Loader #32 (3-Yr Lease in Arrears)	Ref & Recy Fund	\$ -	\$ 64,632.06	\$ 64,632.06	\$ 64,632.06	\$ -	\$ -	\$ -	
Wing/Plow and Broom for New End Loader (3-yr in Arrears)	Capital Equipment	\$ -	\$ 16,158.02	\$ 16,158.02	\$ 16,158.02	\$ -	\$ -	\$ -	
Utility Van 88	Sewer & Water	\$ 26,046.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,000.00
Portable Hoist System	Capital Equipment	\$ 28,575.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Parks Pickup 122 with Power Liftgate and Front Plow	Capital Equipment	\$ 32,121.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00
Blower Attachment for Skidsteer	Capital Equipment	\$ 7,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,118.85 Tractor
Boom Truck	Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,750.00
2014 Trade In/Equipment Sales	Capital Equipment	\$ (34,540.35)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2014 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2014 Trade In/Equipment Sales	Sewer & Water	\$ (11,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2015 Purchases									
Plow Truck 9 (5-yr Finance)	Capital Equipment	\$ -	\$ 40,845.59	\$ 40,845.59	\$ 40,845.59	\$ 40,845.59	\$ 40,845.59	\$ -	\$ 24,000.00 Estimate
Pickup Truck 59	Capital Equipment	\$ -	\$ 32,913.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00 Auctioned
Dump Truck 25 (5-Yr Finance R&R Fund)	Ref & Recy Fund	\$ -	\$ 33,908.53	\$ 33,908.53	\$ 33,908.53	\$ 33,908.53	\$ 33,908.53	\$ -	\$ 22,000.00 Estimate
Ball Diamond Machine	Capital Equipment	\$ -	\$ 22,768.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,573.00 Traded-In
Excavator 23 (5-yr in arrears split 50% R&R, 40% CEF, 10% S/W)	RR, CEF, S&W	\$ -	\$ 67,552.00	\$ 67,552.00	\$ 67,552.00	\$ 67,552.00	\$ 67,552.00	\$ 67,552.00	\$ 25,000.00 Offered
Street Sweeper (5-yr buy back program)	Capital Equipment	\$ -	\$ 35,271.01	\$ 35,271.01	\$ 35,271.01	\$ 35,271.01	\$ 35,271.01	\$ -	\$ 60,000.00 Sold
Sewer Telescoping Camera	Sewer Fund	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New End Loader #32 (3-Yr Lease in Arrears)	Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,410.23 Auctioned
SAFER - Medic-11	Capital Equipment	\$ -	\$ 144,940.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2015 Trade In/Equipment Sales	Capital Equipment	\$ -	\$ (159,483.23)	\$ -	\$ -	\$ -	\$ -	\$ -	
2015 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2015 Trade In/Equipment Sales	Sewer & Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2016 Purchases									
Plow Truck 60 (5-yr Finance)	Capital Equipment	\$ -	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ -	\$ 24,000.00
Snow Blower to replace 1957 Snow Blower (3-yr finance)	Capital Equipment	\$ -	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ -	\$ -	\$ -	\$ 1,000.00
Parks Mower #143 (11' mower)	Capital Equipment	\$ -	\$ 55,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000.00
Staff Vehicle (Conferences, Meetings, etc.)	Capital Equipment	\$ -	\$ 28,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00
Utility Van B	Sewer & Water	\$ -	\$ 28,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
SAFER - Rescue-21 (R-21 & E-22) (6-yr finance)	Capital Equipment	\$ -	\$ 72,585.00	\$ 72,585.00	\$ 72,585.00	\$ 72,585.00	\$ 72,585.00	\$ -	\$ 20,000.00
SAFER - Car-21	Capital Equipment	\$ -	\$ 26,130.00	\$ -	\$ -	\$ -	\$ -	\$ -	
SAFER - Fire Inspection Vehicle	Capital Equipment	\$ -	\$ 16,750.00	\$ -	\$ -	\$ -	\$ -	\$ -	
SAFER - Medic-23 (IFT) (3-yr finance)	Capital Equipment	\$ -	\$ 33,500.00	\$ 33,500.00	\$ 33,500.00	\$ -	\$ -	\$ -	
SAFER - Computer Server Upgrade	Capital Equipment	\$ -	\$ 16,750.00	\$ -	\$ -	\$ -	\$ -	\$ -	
2016 Trade In/Equipment Sales	Capital Equipment	\$ -	\$ (40,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2016 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2016 Trade In/Equipment Sales	Sewer & Water	\$ -	\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2016 Trade In/Equipment Sales SAFER	Capital Equipment	\$ -	\$ (20,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2017 Purchases									
Plow Truck 17 (5-yr Finance) (Just Truck Chassis)	Capital Equipment	\$ -	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ -	\$ 10,000.00
Utility Van C	Sewer & Water	\$ -	\$ 28,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
Parks Mower 115 (72" mower)	Capital Equipment	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00
Parks Walk Behind Mower 142	Capital Equipment	\$ -	\$ 5,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00
Multi-Purpose Mower/Blower (#113) 3-yr finance	Capital Equipment	\$ -	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -	\$ -	\$ 8,000.00
SAFER - Station 2 update (2-yr finance)	Capital Equipment	\$ -	\$ 26,800.00	\$ 26,800.00	\$ -	\$ -	\$ -	\$ -	
SAFER - Chief's Car (2 yr finance)	Capital Equipment	\$ -	\$ 20,100.00	\$ 20,100.00	\$ -	\$ -	\$ -	\$ -	
SAFER - Deputy Chief's Car (2 yr finance)	Capital Equipment	\$ -	\$ 16,750.00	\$ 16,750.00	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
SAFER - Medical Equipment (3 yr finance)	Capital Equipment	\$ -	\$ 23,785.00	\$ 23,785.00	\$ 23,785.00	\$ -	\$ -	\$ -	
SAFER - Replace Airpacs (4-yr lease)	Capital Equipment	\$ -	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ -	
2017 Trade In/Equipment Sales	Capital Equipment	\$ -	\$ (24,500.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2017 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2017 Trade In/Equipment Sales	Sewer & Water	\$ -	\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2017 Trade In/Equipment Sales SAFER	Capital Equipment	\$ -	\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2018 Purchases									
Parks Zero Turn Mower	Capital Equipment	\$ -	\$ 22,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
Plow Truck 69 (5-yr Finance)	Capital Equipment	\$ -	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ -	\$ 24,000.00
One Ton Pickup 21	50% CEF, 50% RR	\$ -	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
Grader (5-yr finance)	Capital Equipment	\$ -	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ -	\$ 80,000.00
Utility Vac Truck Replacement	Sewer & Water	\$ -	\$ 360,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000.00
Utility Van 1	Sewer & Water	\$ -	\$ 28,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
SAFER - Car-11	Capital Equipment	\$ -	\$ 28,478.00	\$ -	\$ -	\$ -	\$ -	\$ -	
SAFER - Furniture/Fixtures (SAFER)	Capital Equipment	\$ -	\$ 18,325.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
SAFER - Medic-22 (4-yr finance)	Capital Equipment	\$ -	\$ 46,065.00	\$ 46,065.00	\$ 46,065.00	\$ 46,065.00	\$ 46,065.00	\$ -	
2018 Trade In/Equipment Sales	Capital Equipment	\$ -	\$ (114,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2018 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2018 Trade In/Equipment Sales	Sewer & Water	\$ -	\$ (185,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2018 Trade In/Equipment Sales SAFER	Capital Equipment	\$ -	\$ (15,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2019 Purchases									
Pickup Truck 2	75% CEF, 20% RR, 5% S/W	\$ -	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00
End Loader 14 (3-yr in arrears finance)	67% CEF, 33% RR	\$ -	\$ -	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 31,000.00
Utility Van 88	Sewer & Water	\$ -	\$ 28,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
Parks One Ton Pickup #6	Capital Equipment	\$ -	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
Pickup Truck 55 (Sign Truck)	90% CEF, 10% S/W	\$ -	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00
SAFER - Engine-11 (5-yr finance)	Capital Equipment	\$ -	\$ 68,340.00	\$ 68,340.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
SAFER - Furniture/Fixtures (SAFER)	Capital Equipment	\$ -	\$ 18,325.00	\$ -	\$ -	\$ -	\$ -	\$ -	
2019 Trade In/Equipment Sales	Capital Equipment	\$ -	\$ (42,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2019 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2019 Trade In/Equipment Sales	Sewer & Water	\$ -	\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2019 Trade In/Equipment Sales SAFER	Capital Equipment	\$ -	\$ (50,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2020 Purchases									
One Ton Pickup 31	75% CEF, 25% RR	\$ -	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
Plow Truck 29 (5-yr Finance)	Capital Equipment	\$ -	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00	\$ -	\$ 24,000.00
Street Sweeper (5-yr buy back program)	Capital Equipment	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
Quad Axle 15 (5-yr finance)	50% CEF, 50% RR	\$ -	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	\$ -	\$ 24,000.00
Chassis for new Leaf Vac Truck	Ref & Recy Fund	\$ -	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000.00
Skidsteer	Capital Equipment	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
SAFER - Medic-12 (4 Yr finance)	Capital Equipment	\$ -	\$ 47,738.00	\$ 47,738.00	\$ 47,738.00	\$ 47,738.00	\$ 47,738.00	\$ -	\$ 10,000.00
2020 Trade In/Equipment Sales	Capital Equipment	\$ -	\$ (58,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
2020 Trade In/Equipment Sales	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2020 Trade In/Equipment Sales	Sewer & Water	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2020 Trade In/Equipment Sales SAFER	Capital Equipment	\$ -	\$ (10,000.00)	\$ -	\$ -	\$ -	\$ -	\$ -	
FY Summary									
Funding Source									
FY 2014 Purchases	Capital Equipment	\$ 75,133.85	\$ 57,836.22	\$ 57,836.22	\$ 57,836.22	\$ 41,678.20	\$ -	\$ -	
FY 2015 Purchases	SAFER	\$ -	\$ (27,685.63)	\$ 103,137.40	\$ 103,137.40	\$ 103,137.40	\$ 103,137.40	\$ 27,020.80	
FY 2016 Purchases	Capital Equipment	\$ -	\$ 112,000.00	\$ 97,000.00	\$ 97,000.00	\$ 42,000.00	\$ 42,000.00	\$ -	
FY 2017 Purchases	Capital Equipment	\$ -	\$ 145,715.00	\$ 106,085.00	\$ 106,085.00	\$ 72,585.00	\$ 72,585.00	\$ -	
FY 2018 Purchases	Capital Equipment	\$ -	\$ 37,500.00	\$ 107,000.00	\$ 107,000.00	\$ 107,000.00	\$ 107,000.00	\$ -	
FY 2019 Purchases	Capital Equipment	\$ -	\$ 60,750.00	\$ 50,250.00	\$ 50,250.00	\$ 68,340.00	\$ 68,340.00	\$ -	
FY 2020 Purchases	Capital Equipment	\$ -	\$ 134,750.00	\$ 37,738.00	\$ 37,738.00	\$ -	\$ -	\$ -	
Committed FY Cost	Capital Equipment	\$ -	\$ 57,836.22	\$ 160,973.62	\$ 257,973.62	\$ 415,900.60	\$ 456,507.40	\$ 412,920.80	
Total FY Cost	Capital Equipment	\$ 75,133.85	\$ 175,090.59	\$ 418,688.62	\$ 555,493.62	\$ 658,703.60	\$ 599,987.40	\$ 616,010.80	
Ref & Recy Fund Summary									
Funding Source									
FY 2014 Purchases	Ref & Recy Fund	\$ -	\$ 64,632.06	\$ 64,632.06	\$ 64,632.06	\$ -	\$ -	\$ -	
FY 2015 Purchases	Ref & Recy Fund	\$ -	\$ 33,908.53	\$ 67,684.53	\$ 67,684.53	\$ 67,684.53	\$ 67,684.53	\$ 33,776.00	
FY 2016 Purchases	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
FY 2017 Purchases	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
FY 2018 Purchases	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ 22,500.00	\$ -	\$ -	\$ -	
FY 2019 Purchases	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ 7,000.00	\$ 25,000.00	\$ -	
FY 2020 Purchases	Ref & Recy Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,250.00	\$ -	
Committed FY Cost	Ref & Recy Fund	\$ -	\$ 64,632.06	\$ 132,316.59	\$ 132,316.59	\$ 67,684.53	\$ 67,684.53	\$ 58,776.00	
Total FY Cost	Ref & Recy Fund	\$ -	\$ 98,540.59	\$ 132,316.59	\$ 132,316.59	\$ 90,184.53	\$ 74,684.53	\$ 122,026.00	
Sewer & Water Summary									
Funding Source									
FY 2014 Purchases	Sewer & Water	\$ 15,046.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
FY 2015 Purchases	Sewer & Water	\$ -	\$ 50,000.00	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	
FY 2016 Purchases	Sewer &								

Capital Equipment Fund Fleet Replacement Plan (Village of Weston Equipment and Village share of SAFER Purchases)



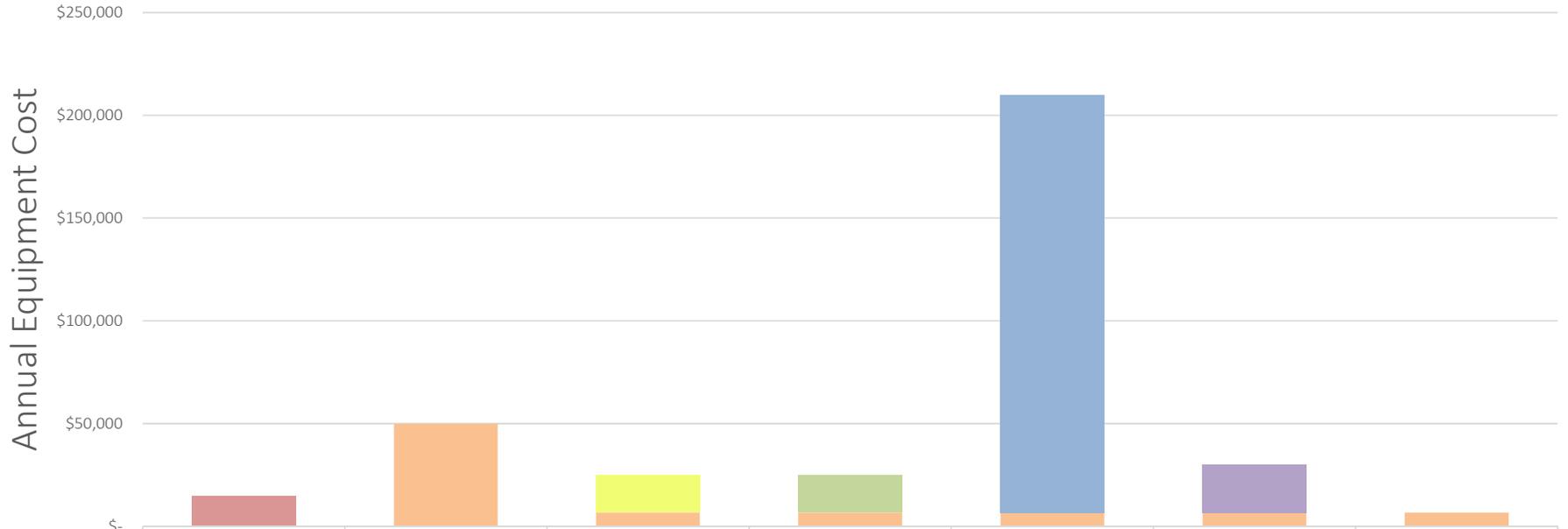
	2014	2015	2016	2017	2018	2019	2020
2020 SAFER							\$37,738.00
2020 VOW Purchases							\$134,750.00
2019 SAFER						\$36,665.00	\$68,340.00
2019 VOW Purchases						\$60,750.00	\$50,250.00
2018 SAFER					\$77,868.00	\$46,065.00	\$46,065.00
2018 VOW Purchases					\$37,500.00	\$107,000.00	\$107,000.00
2017 SAFER				\$117,435.00	\$127,435.00	\$63,785.00	\$40,000.00
2017 VOW Purchases				\$74,000.00	\$68,000.00	\$68,000.00	\$28,000.00
2016 SAFER			\$145,715.00	\$106,085.00	\$106,085.00	\$72,585.00	\$72,585.00
2016 VOW Purchases			\$112,000.00	\$97,000.00	\$97,000.00	\$42,000.00	\$42,000.00
2015 SAFER		\$144,940.00					
2015 VOW Purchases		\$(27,685.63)	\$103,137.40	\$103,137.40	\$103,137.40	\$103,137.40	\$27,020.80
2014 VOW Purchases	\$75,133.85	\$57,836.22	\$57,836.22	\$57,836.22	\$41,678.20		

Refuse and Recycling Fund Fleet Replacement Plan



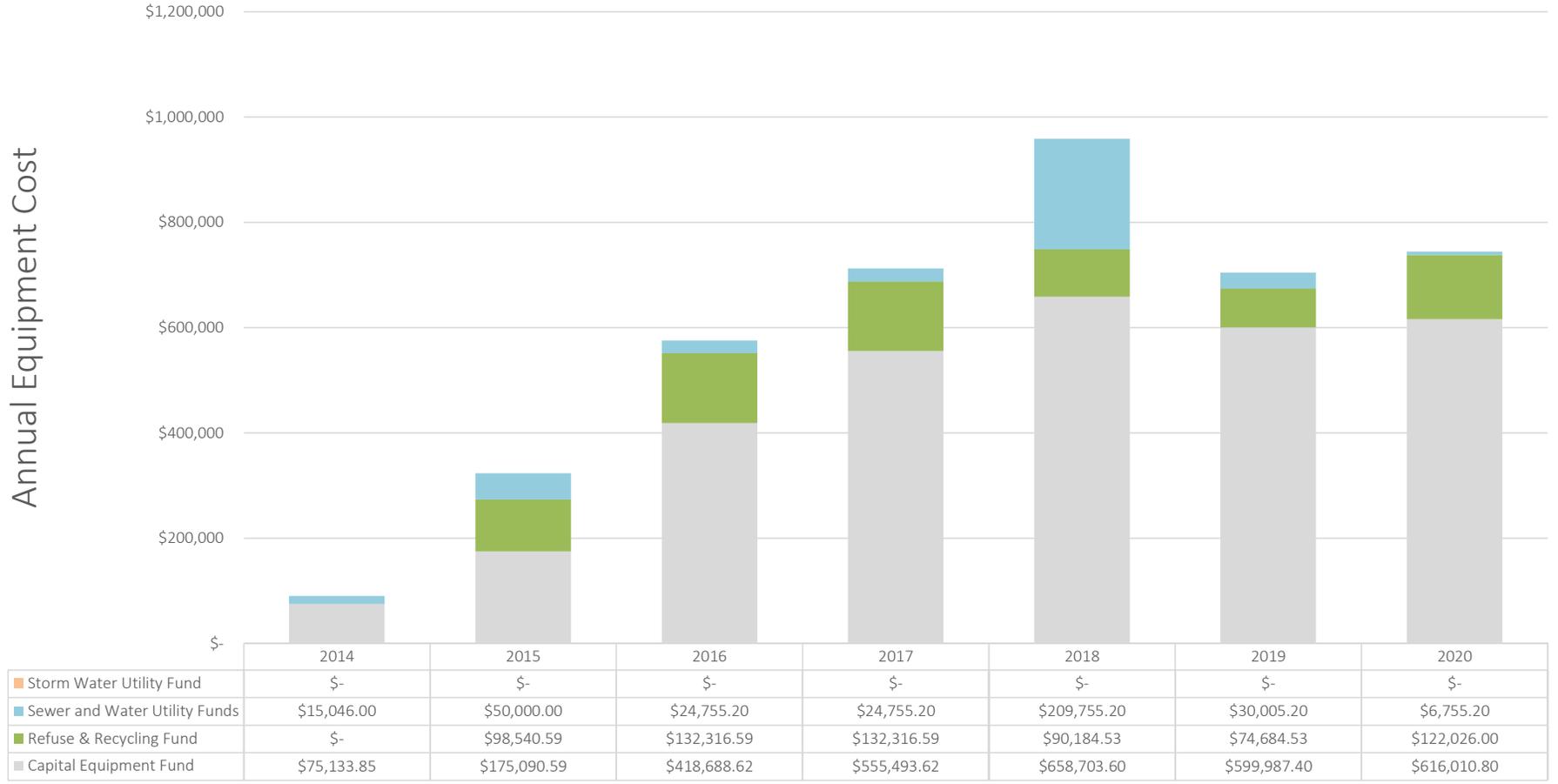
	2014	2015	2016	2017	2018	2019	2020
2020 Purchases							\$63,250.00
2019 Purchases						\$7,000.00	\$25,000.00
2018 Purchases					\$22,500.00		
2017 Purchases							
2016 Purchases							
2015 Purchases		\$33,908.53	\$67,684.53	\$67,684.53	\$67,684.53	\$67,684.53	\$33,776.00
2014 Purchases		\$64,632.06	\$64,632.06	\$64,632.06			

Utility Fund Fleet Replacement Plan



	2014	2015	2016	2017	2018	2019	2020
2020 Purchases							
2019 Purchases						\$23,250.00	
2018 Purchases					\$203,000.00		
2017 Purchases				\$18,000.00			
2016 Purchases			\$18,000.00				
2015 Purchases		\$50,000.00	\$6,755.20	\$6,755.20	\$6,755.20	\$6,755.20	\$6,755.20
2014 Purchases	\$15,046.00						

2014-2020 Fleet Replacement Plan by Funding Source



VILLAGE OF WESTON
2015 CIP BUDGET REQUEST
AND 2016 FINANCIAL PLAN
PROGRAM COMMENTS

Department/Office: Finance	Budget: Capital Improvements Fund
Program: Capital Projects Funds	Submitted by: Keith Donner/John Jacobs

Summer 2015 Update

CAPITAL IMPROVEMENTS FUND

2015 Capital Improvements Program (CIP) Budget – 2016 Financial Plan

A capital projects fund has been created to account for the financing and acquisition of certain equipment for the Public Works, Park and Recreation, Fire, Police, Utilities, and Administration Departments of the Village of Weston and Everest Metro Police Department. In addition, this capital projects fund has been created to account for the financing and project costs for the construction and major repairs of specific Village building facilities and for the purchase and development of Village parkland areas. Finally, this capital projects fund has been created to account for the financing and project costs for the construction of new streets, sidewalks, curb/gutters, stormwater infrastructure, and for major improvements to existing streets that are designated in the Village's annual Capital Improvements Program (CIP) Budget.

The primary financial resources of this fund are the proceeds of general obligation debt, special assessments that are assessed to benefited property owners, contributions/donations, transfers from room tax or other funds, and state/federal grants. The capital projects fund is a part of the Village's 5-year Capital Improvements Program (CIP) Budget.

	2013 Actual	2014 Budget	2014 Estimate	2015 Proposed Budget
Fund Balance, January 1			\$ -	\$ 469,505
REVENUES				
Property Tax Levy			\$ -	\$ 93,326
Capital Borrowing Proceeds			-	-
Intergovernmental Revenue - State/County Grants			-	73,500
Equipment Rental			-	-
Transfer from Other Funds:				
General Fund			-	125,930
Refuse / Recycling Fund			-	62,440
Street Projects Fund			191,060	-
Capital Equipment Fund			278,445	-
Total Revenues			\$ 469,505	\$ 355,196
EXPENDITURES				
Fire - Replace Ambulance/Med. #1 (Station #1) - Village of Weston % only			\$ -	\$ 141,839
Public Works - New Plow Truck (LEASE)			-	41,678
Public Works - End Loader with Wing/Plow (LEASE)			-	16,158
<i>Additional Portion Funded in Refuse/Recycling Fund (2015 budget amount = \$64,632)</i>				
Public Works - Replace Plow Truck #9 (LEASE)			-	42,000
Public Works - Replace Pickup Truck #59			-	31,000
Public Works - Replace Dump Truck #25 (LEASE)			-	-
<i>100% Funded by Refuse/Recycling Fund (2015 budget amount = \$30,000)</i>				
Parks - Ball Diamond Machine			-	20,000
Public Works - Replace Excavator #23 (LEASE)			-	18,800
<i>Additional Portion Funded in Refuse/Recycling Fund (2015 budget amount = \$23,500)</i>				
<i>Additional Portion Funded in Water Utility Fund (2015 budget amount = \$4,700)</i>				
Public Works - New Street Sweeper (LEASE)			-	50,000
Less: Estimated Trade-In Values on Equipment			-	(48,370)
Parks - Canoe Launch Facility			-	147,000
Public Works - Kmiecik Culvert/Bridge Replacement			-	100,000
Public Works - Schofield Ave./Ryan to CTH J (WDOT invoice balance)			-	20,629
Public Works - Pedestrian Bridge (WDOT invoice balance)			-	4,017
Total Expenditures			\$ -	\$ 584,751
Excess Revenues Over (Under) Expenditures			\$ 469,505	\$ (229,555)
Fund Balance, December 31			\$ 469,505	\$ 239,950

**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

June 6th, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – E.9.**



**Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review**

REQUEST FROM: **MICHAEL WODALSKI; DEPUTY DIRECTOR OF PUBLIC WORKS**

ITEM DESCRIPTION: **TRAFFIC CALMING POLICY**

DATE/MTG: **PROPERTY & INFRASTRUCTURE COMMITTEE; MONDAY, JUNE 6, 2016**

POLICY QUESTION: Should the Property and Infrastructure Committee recommend the Traffic Calming Policy be forwarded to the Village Board of Trustees for adoption?

RECOMMENDATION TO: I make a motion to recommend the Traffic Calming Policy be forwarded to the Village Board of Trustees.

LEGISLATIVE ACTION:

- | | | |
|---|---------------------------------------|-------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | |
| | <input type="checkbox"/> Proclamation | |
-
-

FISCAL IMPACT ANALYSIS:

- Budget Line Item: Will need to budget for project implementations in the future
- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: _____
-
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statue: _____
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: _____
- Municipal Rules: _____
-
-

PRIOR REVIEW:

A traffic calming policy has been discussed at past PIC meetings and staff has been advised to create a formal policy for the Village to follow.

BACKGROUND:

Several times a year, Village staff and trustees are approached by residents that have concerns regarding speeding on neighborhood streets. Currently, the Village does not have a formal policy on how to handle these requests and what measures should be taken to consistently handle these concerns. The most common result tends to be getting a speed board installed at a location and some extra police patrol for a few days, but once the speed board and extra patrol are removed, problems seem to arise again.

Supplemental Briefer for Agenda Items under Consideration?

Attachments

Draft Village Traffic Calming Policy, Information from the 9/8/15 PIC Meeting regarding Traffic Calming

**Village of Weston Wisconsin
PROPERTY & INFRASTRUCTURE COMMITTEE/VILLAGE BOARD BRIEFER
Michael Wodalski; Deputy Director of Public Works**

Date: Monday, June 6, 2016

Re: Traffic Calming Policy

1. Policy Question:

Should the Property & Infrastructure Committee recommend the Traffic Calming Policy be forwarded to the Village Board of Trustees for adoption?

2. Purpose:

The purpose is to eventually adopt a traffic calming/traffic management policy for the Village of Weston. This will help provide staff, elected officials and the general public better guidelines on how to handle traffic concerns.

3. Background:

Several times a year, Village staff and elected officials are approached by residents with concerns over speeding in neighborhoods (such as at the Village Board Meeting on 5/16). The typical response is that no we do not install stop signs and we'll see if we can get some extra police patrol. While these are legitimate and consistent responses, they are not long-term solutions for residents in areas where speeding truly is an issue. With the Village's newly adopted Complete Streets policy the Village is trying to encourage more multi-modal travel throughout the Village which means we need to make sure citizens feel comfortable biking and walking throughout the Village.

The idea of installing traffic calming measures is a fairly new concept for central Wisconsin, but has been used successfully throughout the state in various other communities, primarily in the southern part of the state. Traffic calming measures typically create either a horizontal or vertical change in the roadway such that drivers are forced to slow down in order to maneuver around or over the calming measure.

Attached to this report is information from last September in which a resident on E Jelinek Ave presented information on Traffic Calming as well as expressed a concern about speeding on E Jelinek Ave. In working with Everest Metro, the resident obtained information showing that the 85th percentile speed was 37 mph in a 25 mph zone. Signatures from other residents in the neighborhood were obtained in support of traffic calming measures. At this time, it was clearly shown that the residents in this area supported traffic calming measures, but the Village did not have any formal way to address these concerns.

4. Issue Analysis:

The issue becomes how to handle the requests and what projects are pursued further and which ones are not warranted. This is what the Traffic Calming Policy addresses. It provides a clear guideline on how residents should file a request with the Village as well as what steps Village staff should take to evaluate the request to determine its validity. At the end, the project receives a score and based on financial capabilities the Village Board is able to objectively determine which projects are pursued further and which ones are unnecessary.

This policy will help all parties involved better understand what is involved in getting a project or calming measure installed. Not to be lost in the shuffle, there is part of the policy that discusses increased education and enforcement prior to final engineering changes to a particular roadway. However, studies have shown that if a permanent solution is not installed, the temporary measures tend to not have a long lasting impact on reducing speeding.

As measures are planned to be installed, Public Works staff will need to work with Everest Metro and SAFER personnel to ensure that any measure installed is able to be handled adequately by emergency services.

5. Fiscal Impact:

As projects are identified, estimates will need to be made to determine the actual cost of following through with traffic calming measures. A typical traffic calming measure is estimated to cost between \$3,000 - \$5,000. Depending on how many measures are requested in a given year, an annual budget of \$10,000 should cover most projects.

If looked at from a broader sense, there should be a reduction in police patrol time as installed traffic calming devices should naturally reduce vehicle speeds and no longer require frequent patrol. Thus, officers are able to take care of other priority items.

6. Statutory Reference:

Not Applicable

7. Prior Review:

- Traffic calming has been discussed previously at PIC and CLPS meetings.

8. Attachments:

- Traffic Calming Policy
- Information from September 2015 PIC meeting in which a resident on E Jelinek Ave presented traffic calming information.

9. Policy Choices:

- 1) Recommend the Traffic Calming Policy be forwarded to the Village Board
- 2) Recommend staff revise the policy based on feedback from the Committee
- 3) Do not recommend that the Policy be forwarded

10. Recommendation:

I recommend the Traffic Calming Policy be forwarded to the Village Board

11. Legislative Action:

I move to recommend the Traffic Calming Policy be forwarded to the Village Board

VILLAGE OF WESTON

Neighborhood Traffic Management Program



Michael Wodalski, P.E.
Deputy Director of Public Works
June 3,, 2016
Revised:
Revised:

INTRODUCTION

The Village of Weston is seeking to address neighborhood traffic concerns through a community-based program, the Neighborhood Traffic Management Program (NTMP). The Neighborhood Traffic Management Program implements a series of measures to direct and modify travel behavior through a neighborhood. These measures fall into the following three categories, commonly called the “3Es”.

1. Education
2. Enforcement
3. Engineering.

Education involves measures directed at informing neighborhood residents and drivers of speed limits and increasing pedestrian awareness. Enforcement takes another step and involves the use of police patrols, usually to issue speeding tickets. The final step, engineering, typically involves construction of traffic calming devices.

Most Neighborhood Traffic Management focuses on traffic calming to reduce the negative effects of automobile use, alter driver behavior, and improve conditions for residents, pedestrians, and bicyclists. Traffic calming uses physical measures to encourage people to drive more slowly. It creates physical and visual cues that induce drivers to travel at slower speeds. Traffic calming is self-enforcing which creates a more permanent compliance with speed limits and driver behavior.

The design of a roadway itself can encourage slower speeds and reduce cut-through traffic without relying on compliance with traffic control devices such as signs and signals. While elements such as landscaping and lighting do not force a change in driver behavior, they can provide the visual cues that encourage people to drive more slowly.

Typically, traffic calming measures are targeted to reduce excessive travel speeds, too much traffic and pedestrian/bicycle conflicts. Physical treatments are used, such as medians, traffic circles, road narrowing, speed tables and diverters to alter behavior of drivers as they travel through a neighborhood.

The NTMP policy documents the policies and procedures for implementing traffic management measures on existing neighborhood streets. The program only applies to neighborhood and collector streets directly under the Village of Weston’s control and does not apply to arterials or to state or county roadways. Collectors can carry higher traffic volumes, and in some cases, operate at higher speeds than neighborhood streets which can limit the number of traffic calming devices which may be considered as solutions.

This program is consistent with the “3E” principals, initially focusing on education, which in some cases is combined with police enforcement and less restrictive measures such as signage (speed limit sign) and striping (bike lanes, parking lanes and center line striping). If traffic concerns persist after these measures, a neighborhood may move on to more substantial measures such as speed tables, traffic circles, roadway narrowing, or other even more restrictive measures.

OVERVIEW

Purpose

Neighborhood support is crucial to successfully implement and sustain traffic management strategies. Therefore, whenever practical, residents, businesses, community groups and institutions should take the lead in initiating requests for traffic management projects.

TRAFFIC CALMING AND TRAFFIC MANAGEMENT

There are two basic elements in neighborhood traffic management programs, traffic calming and traffic management. Both categories utilize physical devices to change driver behavior. Traffic calming measures affect driver characteristics by slowing and/or discouraging thru traffic on neighborhood streets. In comparison, traffic management measures change driver street system use patterns by attracting and/or diverting traffic to balance neighborhood street system use.

Traffic Calming

Many residents consider traffic calming to involve the installation of stop signs, traffic signals and signs such as Children at Play. Studies have shown that, in most cases, these devices actually have no effect, provide a false sense of safety or actually increase traffic speeds on residential streets. Traffic Calming measures use physical devices to change driver behavior. It typically involves the modification of streets and street networks that were originally designed in ways that now no longer fully meet the needs or interests of local residents. Different traffic calming measures target different characteristics of driver behavior. Traffic calming measures can be used to mitigate traffic safety problems or reduce speeding and cut-through traffic problems. Typically, one of these problems is identified and a set of calming measures is analyzed as a solution.

Traffic calming measures can be used to achieve the following goals:

- Increase safety for the neighborhood
- Decrease traffic intrusion (cut-through traffic)
- Increase internal and external connectivity of neighborhood street networks
- Increase diversity of street use (i.e. ensure multi-modal streets are created for not just vehicles but pedestrians, bicyclists, etc.)
- Increase pedestrian and bicycle use of streets

Traffic Management

Traffic Management measures physically alter the street makeup so that traffic patterns cannot remain the same. These measures are quite extreme because they alter route patterns, often increase emergency vehicle response times and can affect traffic in adjacent neighborhoods or street sections. Below are examples of traffic management uses:

- Restricting certain turn movements (i.e. no left turns allowed)
- Installing intersection diverters
- Partial street closure
- Full street closure

These measures should be implemented only as a last resort. If they are implemented, residents of all streets and neighborhoods likely to be affected by rerouted traffic need to be part of the decision making process. Due to the sprawled development pattern of the Village of Weston, many streets are already closed off and the traffic management approaches to reduce vehicle traffic likely are to create more connectivity and give drivers more options when traversing through the Village.

PROCESS

Initial Complaint

The process starts when a resident, business leader, or community group identifies traffic concern to Village staff. This advocate concern can be made through a phone call, email, letter, personal contact or through a Village Trustee. The request cannot be made anonymously.

Determination of Eligibility

Village public works staff will determine if the concern focuses on issues pertinent to neighborhood traffic management. Typically, these concerns are:

- Motor vehicle speeds consistently above the posted limit.
- Higher than desired traffic volumes.
- Undesireable (unsafe) driver behavior
- Pedestrian safety or accessibility.
- Bicyclist safety or accessibility.

The Village public works staff member also looks at the street context to see if it is an appropriate candidate for the neighborhood traffic management program. The full NTMP process may not be appropriate or necessary for some concerns. For example, the Village may not be allowed to implement measures on roadways that it does not control, and other procedures should be used to address requests for stop signs, routine street maintenance, enforcement or pavement marking.

To be eligible, the street must:

- Be a residential neighborhood or collector street under the Village of Weston's jurisdiction.
- Have traffic volumes ranging from 800 to 6,000 vehicles per day. (lower volume streets may be considered if speeds experienced are considered to be excessive i.e. 85th percentile \geq 15 mph over speed limit)
- Have a speed limit of 30 mph or less.
- Not be a cul-de-sac
- Be at least 1,000 feet long.

Additionally, extra consideration should be given to calming measures being proposed for roads that are on a primary route for emergency response services. Calming measures will be more limited for streets that fall into this category as it requires extra coordination with emergency services.

Initial Advocate/Village Meeting

Village public works staff meets with the concerned advocate(s) and explains the Neighborhood Traffic Management Program. The staff member helps the advocate define the perceived problem, so that it is understood by all. Then, with the advocate, the staff member makes a preliminary determination if the neighborhood traffic management program applies based on type of concern and neighborhood or collector street eligibility. The staff member provides the advocate with an application and guidance on how to complete it if the concern qualifies for the NTMP.

The advocate(s) then fill out an application for the NTMP. The advocate may or may not have a traffic calming/management measure in mind. Information conveyed in this application includes:

- Location(s) where the effects are experienced
- The nature of the effect (speeding, high traffic volumes, other).
- The times during the year, week, and day when this effect is experienced.
- Other information. (Weather dependent? Is it a new occurrence? Has it been growing?).

The advocate completes the application. The advocate must obtain signatures from at least 50 percent of the households on the street segment of potential concern. Signatories affirm that the traffic concern described in the application exists and warrants further consideration in the NTMP process. The application does not endorse a particular measure.

Data Collection

Village staff will collect street and traffic data to assist in problem identification, formulation of solution alternatives and implementation prioritization. The data may include vehicle speeds, volumes, pedestrian and bicycle routes, street geometry, crash history and pedestrian/bicycle activity.

The advocate and other community members may assist in the data collection. For example, they might conduct a survey or assist in a walking audit of the project area. Walking audits are especially valuable information tools because they allow community members to experience their neighborhood as pedestrians.

Confirm Area of Potential Effect

After Village staff collects the data, they will confirm the area of potential effect discussed in the initial resident meeting. The area of effect is unique for each traffic concern; adjacent parallel streets can be affected by calming measures implemented on one specific street. Often the area of potential effect falls within 3 to 4 streets of the area being considered for calming measures. Spot-specific concerns will generally relate to a particular intersection or street segment, whereas neighborhood-wide concerns will generally relate to conditions or behaviors across a larger geographic area. The potentially affected area for a neighborhood-wide concern should generally be a distinct area that is bounded or bisected by major roadways or geographic features. The Village may elect to treat some spot-specific concerns as neighborhood-wide concerns if it decides that they could be better addressed in the context of the whole system.

Village staff also contacts other stakeholders, including emergency responders and nearby school officials. Emergency response vehicles, buses, snow plows and street sweepers generally require special consideration in the design of traffic management measures. These measures can also complement a Safe Routes to School program. If the influence *area* (but not the specific street being considered) includes state or county routes, Village staff will contact the County Highway Department or the Wisconsin Department of Transportation (WisDOT) to inform them of the perceived problem and traffic management alternatives being considered.

Determination of Problem

1. Once data is collected, Village staff will evaluate if the problem voiced by residents actually exists. The evaluation shall be based on specific, definable criteria. Because of limited resources, the Village may not be able to implement every project proposed for the NTMP. The NTMP scoring system allows the Village to prioritize projects. The proposed project's score is the sum of the point values for each of the criteria. Projects with a score of 20 or more are eligible for physical traffic calming measures.

- i. 85th Percentile Motor Vehicle Speed

As motor vehicle speed increases, noise increases and pedestrian and bicyclist safety decreases. The point value for this criterion is equal to the 85th percentile motor vehicle speed (in miles per hour) measured on the subject street, minus the speed limit (ex. 85th percentile speed is 32 in a 25 mph zone → $32 - 25 = 7$). If possible, traffic volumes should be measured for at least 24 hours using Speed Boards, Numetrics counters or multiple tubes capable of calculating speed. The 85th percentile speed should then be determined for the period of concern (rush hour, school hours, etc.)

- ii. Excessive Motor Vehicle Speed

Some of the most dangerous situations are the infrequent vehicles that are traveling substantially above the speed limit. The point value for this criteria is the percentage of traffic that is traveling at least 10 mph above the speed limit. Again, this value should be measured for at least 24 hours using Numerics counters or multiple tubes capable of calculating speed. If possible, speed boards should not be used to gather initial data as speed boards can be perceived by the public as traffic calming (i.e. drivers slow down when they see them) or as traffic accelerating (i.e. drivers speed up to see how fast they can go) and do not always reflect true traffic conditions.

iii. Average Daily Motor Vehicle Volume

As motor vehicle volume increases, noise increases and pedestrian and bicyclist access decreases. The local function and feel of the street also diminishes. Although the ideal motor vehicle volume on a local residential street is less than 300 vehicles per day (vpd), residents generally are able to accept volumes up to 800 vpd.

The point value for this criterion is equal to the average daily motor vehicle volume (in vpd) divided by 1,000 and rounded to the nearest whole number. If possible, the motor vehicle volume should be measured over a 24-hour period.

Special consideration may be made for streets where traffic volumes during a certain timeframe is extreme, i.e. morning rush hour, school drop off time, etc. Volumes during a 1-2 hour window shall be at least 50% of the total daily volume.

iv. Distance from Park or School

Motor vehicle noise can have an adverse impact on parks and schools. In addition, these facilities typically attract pedestrians and bicyclists, especially children. Bicycle and pedestrian volumes (or demand) are typically the highest on streets adjacent to the facility and decrease as the distance from the facility increases.

The point value for this criterion is equal to one one-hundredth of the difference of 1,000 and the linear street or sidewalk walking distance between the subject street and the nearest park or school. The minimum point value is 0. Other pedestrian oriented facilities (such as a library or pool) may also be considered for this criterion. For example, if the problem area on the subject feet is 500 feet away from a park, the point value associated to this distance will be $(1,000 - 500) \times 0.01 = 5$.

v. Critical Location

Certain intersections or street segments have the potential for acute conflict between motorized and non-motorized traffic. These “critical locations” may include:

- Multiuse trail crossings (10 pts)
- Intersections where the minor street is marked as a bicycle route (5 pts)
- Intersections staffed by a school crossing guard (10 pts)
- Streets or intersections with high bicycle or pedestrian volumes (15 or more during a peak hour) (10 pts)
- Streets or intersections within a school zone (generally 3 blocks surrounding a school area) (5 pts)

A project that improves conditions for bicyclists or pedestrians at a critical location may receive up to 10 points for this criterion depending on the extent of both the need and the improvement.

vi. Crash History

Residential NTMP areas with high crash frequency locations may indicate a safety concern that could be mitigated through the NTMP program. The point value assigned to this criterion is the number of reported crashes that have occurred at this location over the last three years. The point value for the crashes will be included if NTMP measures could mitigate future crashes (for example DUI crashes may be unrelated to roadway layout and geometry, and would not be included).

vii. Pending Road Construction

Traffic calming measures can be easily implemented at little additional cost when roadway plans are prepared for reconstruction. When residential streets are planned for reconstruction within three years of passing the neighborhood survey, the Village will seek to incorporate traffic calming measures as part of the reconstruction project. To acknowledge this criteria and opportunity, 10 points is awarded to the scoring.

viii. Neighborhood Planning

Neighborhood-wide projects typically require extra effort and produce more comprehensive traffic management solutions. To acknowledge this effort, the Village may award 5 points to a neighborhood-wide project for this criterion. This is a subjective measure.

The score for a neighborhood-wide project is the average of scores for individual project elements and rounded up to the next whole number. The addition of 5 points also reduces the penalty incurred by project elements that score higher than the overall project average.

2. If the project scores a point value of 20 or above, Village staff should define the problem to the extent possible and develop initial traffic management solutions with residents.

Criterion	Point Formula
85 th Percentile Vehicle Speed	85 th Percentile motor vehicle speed (in mph) – speed limit
Excessive Motor Vehicle Speed	Percent of traffic traveling at least 10 mph over speed limit
Motor Vehicle Volume	Average daily motor vehicle volume (in vpd) / 1000
Distance from school or park	(1,000 – linear distance to nearest school or park in ft) / 100
Critical Location	Up to 10 points
Crash History	Number of crashes in last 3 years
Pending Road Construction	15 points
Neighborhood Planning	5 points

Initial Traffic Management Solutions

Generally, it is desirable to address traffic problems with the least restrictive measures possible and implement geometric solutions only after other measures have proven ineffective. Therefore, Village staff may initially choose to implement lower cost, less disruptive traffic management solutions before proceeding into more formative traffic calming measures. These solutions fall into three categories:

1. **Education**: The neighborhood can be educated concerning the traffic management problem. This education can include:
 - a. Radar speed trailer
 - b. Brochures/pamphlets describing the problem, including suggestions for what the neighborhood residents can do to improve the situation
 - c. Speed watch programs, staffed by neighborhood volunteers.
2. **Enforcement**: If police resources are available, regular and random patrol and enforcement activities can address speeding and other traffic control concerns. Enforcement is more effective when citations are issued, rather than warnings.
3. **Engineering**: The Village may choose to install enhanced signing or pavement markings to address concerns. Examples of these measures can include:
 - a. Roadway narrowing through pavement marking of medians, bike lanes or parking lanes
 - b. Increased visibility of pedestrian crossing pavement markings
 - c. Additional warning signs
 - d. Additional speed limit signs

At this time, Village staff may want to collect traffic data on adjacent parallel streets that could be affected by traffic calming measures on the subject street. This data can later be used to determine what effect, if any, traffic calming will have on adjacent streets.

Project Implementation

Scoring:

The project's score from the determination of problem is reviewed. This score is used to prioritize the projects under consideration for implementation. The project is placed on the NTMP project list, and its score is compared to other projects that have been proposed but not yet implemented. If the project receives a high score that places it near the top of the proposed projects, the process continues. If an advocate group volunteers to pay for the project, it automatically goes to the top of the Village priority list. Unimplemented projects remain on the NTMP list for three years. Every three years, Village staff will attempt to notify the advocate, who may submit a new application to keep the project on the list for an additional three years.

Formal Review:

The Property & Infrastructure Committee reviews the project and makes a recommendation to the Village Board. This review includes the project score, the project action plan, the proposed measures, the results of any temporary installations (if applicable), and the results of neighborhood surveys. A lower scored project may proceed if higher scored projects are implemented or rejected, funding becomes available, or an implementation opportunity (such as street reconstruction) arises.

During the annual budget process, the Village Board determines whether to fund and implement the project.

Implementation:

Village staff directs implementation of the permanent measures approved by the Village Board.

Many traffic management measures include landscaping. It is recommended that low maintenance landscaping be used. Other vegetation may be included if a volunteer or organization commits to its

maintenance. If landscaping is not maintained by the volunteers, it may be removed at the discretion of the Village.

Potential project funding sources can include the Village's annual capital budget, operations budget, resident assessment districts or neighborhood donations. After securing funding, the Village Public Works Department will have the project installed utilizing Village staff or by hiring a contractor.

Evaluation:

The Village will collect traffic data one year after implementation. The data should include motor vehicle speeds, motor vehicle volume, crash rates and bicycle/pedestrian usage. This data can then be used in the study of potential future traffic calming projects.

Village Proposals

The Village may also initiate traffic management projects. These projects typically promote specific community goals or enhance general community character. They might be located along residential or collector streets. Specific traffic management projects will be identified through planning documents based off of a review of traffic issues such as crash history, motor vehicle speed, or bicycle/pedestrian safety and accessibility. Wherever practical, street reconstruction projects should incorporate traffic management measures. For example, traffic circles and enhanced crosswalks are appropriate for many different street types and environments.

Community involvement and support is key for successful implementation of the NTMP program. Thus, the Village should make every effort to engage residents, businesses, institutions and community groups.

SEPTEMBER 2015

Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review

REQUEST FROM: MICHAEL WODALSKI; DEPUTY DIRECTOR OF PUBLIC WORKS

ITEM DESCRIPTION: DISCUSSION ON TRAFFIC CALMING MEASURES ON E. JELINEK AVE

DATE/MTG: PROPERTY & INFRASTRUCTURE COMMITTEE MEETING; TUESDAY, SEPTEMBER 8, 2015

POLICY QUESTION: Should the Property & Infrastructure Committee acknowledge the information provided and recommend that staff further research the topic and create a traffic calming policy?

RECOMMENDATION TO: I make a motion to acknowledge the information provided and advise staff to further research the topic and create a traffic calming policy.

LEGISLATIVE ACTION:

- Acknowledge/Approve
- Administrative Order
- Expenditure
- Ordinance
- Policy
- Procedure
- Proclamation
- Reports
- Resolution

FISCAL IMPACT ANALYSIS:

- Budget Line Item: _____
- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: _____

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statue: _____
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: _____
- Municipal Rules: _____

PRIOR REVIEW: Community Life and Public Safety Committee recommended that this item be forwarded to the Property and Infrastructure Committee at their July 27, 2015 Meeting.

BACKGROUND:

Resident Stephanie Nagel who lives at 4807 E. Jelinek Ave will be coming to discuss the concerns she has with the increase in traffic speed near her home. Attached is all of the information that Ms. Nagel has provided the Village over the summer as well as signatures from roughly 50 residents in the surrounding neighborhood in support of traffic calming measures on E. Jelinek. As a committee we have briefly talked about Traffic Calming in the past, but with the passage of the Complete Street Resolution earlier this summer perhaps now is the time to create a set policy on implementing Traffic Calming Measures as well.

- Supplemental Briefer for Agenda Items under Consideration?
- Attachments?

JULY 2015

**Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review**

REQUEST FROM: RENE E HODELL, TAXPAYER RELATIONS COORDINTOR

ITEM DESCRIPTION: DISCUSSION ON TRAFFIC CALMING MEASURES ON E. JELINEK AVE.

DATE/MTG: COMMUNITY LIFE & PUBLIC SAFETY MEETING; MONDAY, JULY 27, 2015

POLICY QUESTION: Should the Community Life and Public Safety Committee make a recommendation to forward the traffic calming request on E. Jelinek to the Public Infrastructure Committee for further review?

RECOMMENDATION TO: I make a motion that the CLPS Committee recommend that further review of traffic calming measures on E. Jelinek be addressed by the PIC Committee.

LEGISLATIVE ACTION:

- Acknowledge/Approve
- Administrative Order
- Expenditure**
- Ordinance
- Policy
- Procedure
- Proclamation
- Reports
- Resolution

FISCAL IMPACT ANALYSIS:

- Budget Line Item: _____
- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: _____

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statue: _____
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: _____
- Municipal Rules: _____

PRIOR REVIEW: None

BACKGROUND:

Stephanie Nagel who lives at 4807 E. Jelinek Ave has communicated with the Village’s Public Works Dept. regarding an increase in traffic and speed on E. Jelinek and Von Kanel throughout the past couple of years and would like the Village to consider some type of traffic calming measure to slow traffic down (i.e. a speed hump or table). Ms. Nagel has obtained almost 50 signatures from neighbors from the surrounding neighborhood who are also in favor of some type of traffic calming measures installed on E. Jelinek. She has also included what other Municipalities have done, and information on speed humps and tables. Everest Metro has also placed a speed board on E. Jelinek in July.

- Supplemental Briefer for Agenda Items under Consideration?
- Attachments?

July 19, 2015

Proposal: Traffic Calming on E Jelinek Avenue, Weston

Submitted by: Stephanie Nagel
4807 E Jelinek Avenue
Weston, WI 54476
(715)298-0914

The citizens of Weston included on the signature pages (attached) are requesting traffic calming measures on E Jelinek Avenue. The majority of the traffic traveling through our neighborhood travels in excess of the posted 25 m.p.h. With very little shoulder on either side of the road, it is very dangerous for anyone who wants to walk or bike through our neighborhood.

The issue was brought to the attention of the Everest Police Department numerous times and they have been very helpful in extra patrols when requested, however this is only a temporary fix.

I did not get to every home on/around E. Jelinek Ave for signatures, however out of all the homes I went to where someone was home I only had 2 neighbors who did not wish to sign the petition. Everyone realizes speed is a safety concern and the two citizens who did not want to sign stated they did not want to travel over bumps. I only required one signature per household.

I explained to everyone I spoke to that the most reasonable and permanent solution to the speeding situation is to have speed tables and I provided a brief definition as I was talking to my neighbors.

Speeding is an issue whether traffic is one block from Camp Phillips (traveling in either direction) or ½ ways through by Von Kanel. While speed limit signs are few and very far between I do not believe this is the reason for the problem. During one of my conversation with Sgt. Peterson, he stated that people stopped for speeding knew the speed limit was 25 m.p.h.

Speed tables will slow the traffic to the posted speed limit and I believe it will reduce the volume of traffic. We have a lot of traffic that is just "passing through". Whether to avoid the lights at Camp Philip and Schofield Ave or traveling to the businesses at the east end of the road, or even just because they can accelerate the entire length of the road their disregard for the speed limit is creating a very unsafe environment for those of us who live on E. Jelinek. I do not believe any potential increase in noise would be louder than the extreme acceleration noise we currently have present.

I have included additional information regarding speed tables for reference.

Thank you in advance for your consideration of our concerns.

att: Signatures
NTMP Frequently Asked Questions
TrafficCalming.org – Speed Tables (2015)
Pedestrian & Bicycle Information Center Speed Table
Institute of Transportation Engineers -- ITE Speed Tables
Brookfield Traffic Calming Statistics and Cost (2008)
E Jelinek Ave - Google Maps

YES, I am interested in traffic calming measures to reduce speeding on E. Jelinek Avenue

Name	Address
Zer Yang	4411 E Everest Ave, Weston, WI 54476
Elizabeth Grubb	4401 E Everest Ave Weston WI 54476
Donna Reuter	4303 E. Everest Ave, Weston, WI 54476
Martina white	4211 E. EVEREST Ave, Weston 54476
Dan Doepke	4208 E. EVEREST AVE. WESTON 54476
Mary S Jueda	4408 Kirk St Weston 54476
Beth Fry	4207 Douglas Ln Weston 54476
David P. Winkler	4307 Docks Ln Weston 54476
Low Delleiro	4316 Douglas Ln Weston 54476
Shelley Sauter	4308 Douglas Ln Weston WI 54476
Kathy Hess	6310 Rodney St Schofield WI 54476
Anna Prokopenko	6302 Rodney St, Weston, WI 54476
Pat Quake	6108 Rodney St Weston 54476
Christina Lopez	6105 Rodney St, Weston
Emanuela Barcik	6103 Rodney St Weston WI 54476
Colin Buchkowski	6102 Rodney St Weston 54476
Mary Schales	4302 E. Jelinek Ave Weston WI 54476
Tressie Hansen	4202 E Jelinek Ave Weston
Dia Thao	4108 E Jelinek Ave Weston
Roselene Xiong	4106 E. Jelinek Ave Weston
Cheryl Guillaume	6101 Randy Jay St. Weston
Steven Medina	6102 Randy Jay St
Stephanie and	4807 E Jelinek Ave.



YES, I am interested in traffic calming measures to reduce speeding on E. Jelinek Avenue

24

Name	Address
Sharon Ellis	4818 Ridge Point Cir Weston
Naib Lor Lee	4818 Ridge Point Circle
Donald E. Fine	4811 Ridge Point Circle Weston
Hank Rosenblatt	4806 Ridge Point Circle Weston
Henry Wyszynski	4804 Ridge Point Circle Weston
Brenda Hartenger	4802 Ridge Point Circle, Weston
Chad E. Berg	6107 Tower Ridge Place, Weston
Erica O'Torman	6203 Tower Ridge Place, Weston
Tracy Huang	6205 Tower Ridge Pl Weston
Jon Gierman	6209 Tower Ridge Pl. Weston
Tim Knipper	6305 Tower Ridge
Kathy Wolcott	6202 Tower Ridge Pl. Weston
Bradley Ruckwardt	6110 Tower Ridge Pl., Weston
M.H.H.H.	6108 Tower Ridge Pl Weston, WI
Nancy Wiskirchen	6106 Tower Ridge Pl. Weston, WI
Jane Phillips	6104 Tower Ridge Place, Weston, WI
Megan Behls	6109 Tower Ridge Pl. Weston
Ken Heinzen	6104 Kirk St
Larry Zuman	6105 Kirk St. Weston WI 54476
Merissa Grosskopf	6303 Kirk St. Weston, WI 54476
Ruth Auerhagen	6311 Kirk St. Weston 54476
Barb Stehly	4410 E Everest St. Weston 54476
Barb Arndt	4603 E. Everest Ave. Weston 54476
Cheryl Kelly	4415 E. Everest Ave., Weston 54476



Traffic Island - Muirfield Road



Traffic Circle - South Shore at Emerald

- **What is the Neighborhood Traffic Management Program (NTMP)?**

Neighborhood Traffic Management Program provides a mechanism for City of Madison alderpersons, neighborhood groups and representatives to work with City staff to make decisions about traffic management in their neighborhood.

- **Why was the NTMP developed by the City of Madison?**

The Neighborhood Traffic Management Program is a response to community concerns about traffic in neighborhoods such as:

1. speeding.
2. excessive traffic on local streets
3. drivers not being courteous to pedestrians.
4. traffic safety around schools including drivers not slowing down in school zones and parent drop-off/pick-up safety issues.

- **Who are eligible to participate in the NTM Program?**

Neighborhood associations or groups, Alderpersons representing a neighborhood and neighborhood business associations are eligible for participation in NTMP.

- **Are individuals eligible to participate in the NTM Program?**

Individuals are encouraged to work with or form a working group of residents in their area of concern.

- **What types of traffic management techniques are there?**

1. Passive Traffic Control Devices
2. Active Traffic Management Technique

- **What are the differences between the two?**

Passive Traffic Control Devices	Active Traffic Management Techniques
<ol style="list-style-type: none">1. Stop Sign2. Speed Limit Sign3. School Sign4. Yield Sign5. Crosswalk	<ol style="list-style-type: none">1. Pedestrian or Refuge Island2. Traffic Circle3. Speed Hump4. Full or partial road closures (Semi-diverters/Diverter/Cul-de-sac)5. Chicanes.

- **What are the limitations of traffic signs?**

1. Traffic signs rely on driver cooperation and adherence to laws related to the signs.
2. Police enforcement is typically needed to ensure effectiveness of signs.

- **What are the advantages of active traffic management techniques (traffic calming devices)?**

The advantages of physically changing the street over simply installing traffic signs include:

1. Police enforcement is generally not required to achieve lower speeds.
2. Removal of excess pavement width in some areas.
3. Eliminates straight appearance of the roadway.
4. Vertically deflect and horizontally shift the vehicle driver's path, causing the driver to devote more attention to the task of driving.
5. Visually enhances the street by adding greenery.

- **What does traffic calming mean?**

Traffic calming is the combination of mainly physical measures that reduce the:

- negative effects of motor vehicle use,
- alter driver behavior,
- improve conditions for non-motorized street users.

- **What are pedestrian refuge or traffic islands?**

Pedestrian refuge islands are horizontal speed control measures constructed on the centerline of a roadway. They may be raised or painted measures. They may be landscaped or topped with concrete.

Pedestrian islands have also been installed on Muir Field Road between Elder Place at Rosa Road and at Bordner Drive.

- **What are the other benefits of traffic islands?**

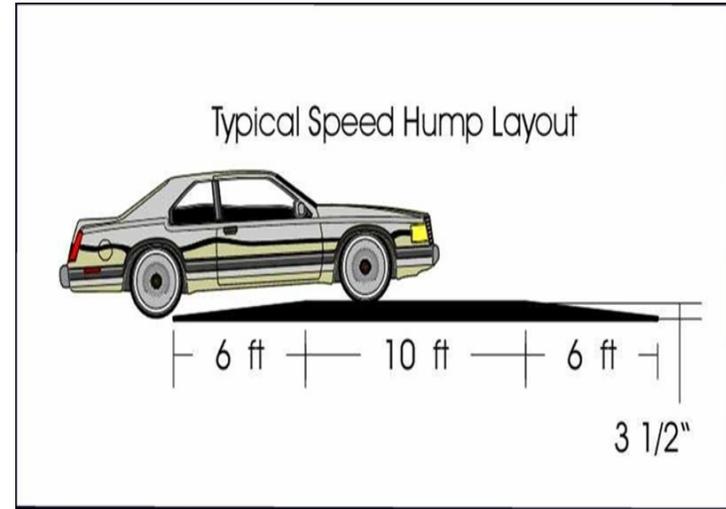
- Reduce the width of a roadway at the location.
- Provide refuge for pedestrians crossing the street.
- Separate vehicle travel lanes.
- May reduce vehicle speeds (by horizontal shift).
- Work well in combination with crosswalks.
- When properly maintained, landscaped islands visually enhance the street.

- **What parking restriction is required for traffic islands?**

In most cases on local streets, traffic islands will require the prohibition of parking at all times along the street curb the full length of the narrowed section plus approximately 40 feet.

- **What are speed humps?**

Speed Humps are a rounded raised area of pavement, placed at mid-block on residential streets classified as local by Madison Department of Transportation. These are the most common traffic calming devices in the United States. They are effective speed control devices and are not like the speed bumps you may have encountered in private parking lots.



Speed Humps are often placed in series. The speed humps on S. Shore Drive were placed as part of the NTMP. Speed humps have also been installed on South Shore Drive, Fisher Street and Yuma Drive.

Where are speed humps installed?

Speed humps are generally installed on streets where the posted or prima facie speed limit is 25 mph or less and volume of vehicles does not exceed 3000 vehicles per day. They are used on streets with no more than two travel lanes and less than or equal to 32 feet in width.

How high is a speed hump?

Speed hump heights range between 3 to 3.5 inches.

What is the impact of speed humps on vehicle speed?

Speeds between humps have been observed to be reduced between 20 and 25% on average.

What is the impact of speed humps on vehicle volume?

Studies indicate that traffic volumes have been reduced on average by 18% depending on alternative routes available.

What are traffic circles?

Traffic circles are circles of varying diameter formed by curbs. The curbs are partially or wholly mountable to enable large vehicles to turn around the circle.



Madison's first neighborhood scale traffic circle was installed in 1997 at the intersection of **Kendall** and **Grand Avenues** (left).

Traffic circles have been installed at New Washburn Way/, Dandaneau Trail/Chautauqua Trail and Glenway Street/Hillcrest Drive intersections.

-

How does a traffic circle work?

Traffic circles slow down traffic by forcing drivers to slow to a speed that allows them to comfortably maneuver around them.

-

Is it legal to go left around a traffic circle?

Please see the [guide for safe driving around a traffic circle](#).

-

What is the impact of traffic circles on vehicle speeds?

Traffic circles have been reported to reduce midblock speed by about 10%.

-

What are the other benefits of traffic circles?

Reduction in intersection collisions on average by 70% and overall collisions by 28%.

-

What are the characteristics of successful NTMP projects?



1. Continuous involvement of the neighborhood residents.
2. Emergency services must not be seriously impaired.
3. Build attractive devices.
4. Traffic diversion to other streets must be minimized.

If you have any questions feel free to call City of Madison's Traffic Engineering Office at 608-266-4761

Last updated on November 29, 2004



TrafficCalming.org

- [Home](#)
- [Definition](#)
- [History](#)
- [Speed Control »](#)
- [Volume Control »](#)
- [Effectiveness](#)

Speed Tables

Speed tables are flat-topped speed humps often constructed with brick or other textured materials on the flat section. Speed tables are typically long enough for the entire wheelbase of a passenger car to rest on the flat section. Their long flat fields give speed tables higher design speeds than [Speed Humps](#). The brick or other textured materials improve the appearance of speed tables, draw attention to them, and may enhance safety and speed-reduction.

Speed tables are good for locations where low speeds are desired but a somewhat smooth ride is needed for larger vehicles.

Advantages:

- They are smoother on large vehicles (such as fire trucks) than [Speed Humps](#)
- They are effective in reducing speeds, though not to the extent of [Speed Humps](#)

Disadvantages:

- They have questionable aesthetics, if no textured materials are used;
- Textured materials, if used, can be expensive; and
- They may increase noise and air pollution.

Effectiveness:

- For a 22-foot speed table:
 - Average of 18% decrease in the 85th percentile travel speeds, or from an average of 36.7 to 30.1 miles per hour; (from a sample of 58 sites).
 - Average of 45% decrease in accidents, or from an average of 6.7 to 3.7 accidents per year (from a sample of 8 sites).

Similar Measures:

- By removing the flat section in the middle, you have a [Speed Hump](#)
- By placing a crosswalk on the flat section, you have a [Raised Crosswalk](#)
- By raising the level of an entire intersection, you have a [Raised Intersection](#)

Cost Estimate(s):

- \$2,000-\$2,500 (Portland, OR)
- \$2,000 (Sarasota, FL)
- \$2,000 (Seattle, WA)



Bellevue, WA – This speed table is entirely asphalt with parabolic ramps.



Naples, FL – This concrete speed table is combined with textured pavement to enhance its visibility and speed-reducing effect.



Portland, OR – This asphalt speed table uses leading horizontal stripe markings.



Charlotte, NC – This speed table uses stamped, colored concrete.

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Speed Humps/Tables

Description

Speed humps are vertical traffic control measures. They are paved (usually asphalt) and approximately three to four inches high at their center, and extend the full width of the street with height tapering near the drain gutter to allow unimpeded bicycle travel. Speed humps should not be confused with the speed “bump” that is often found in mall parking lots. There are several designs for speed humps. A “speed table” is a term used to describe a very long and broad speed hump, or a flat-topped speed hump, where sometimes a pedestrian crossing is provided in the flat portion of the speed table.



The traditional 12-ft hump has a design speed of 15 to 20 mph, 14-ft hump a few mi/h higher, and a 22-ft table has a design speed of 25 to 30 mph. The longer humps are much gentler for larger vehicles. The speed table can either be parabolic, making it more like a speed hump, or trapezoidal. Speed tables can be used in combination with curb extensions where parking

exists. Speed humps can also be designed with two, one-foot slots to allow for vehicles with wide wheelbases such as buses and emergency vehicles to pass through them without having to go over the measure. These are typically called “speed cushions.”

In general, speed humps are a device of last resort. Other traffic calming solutions should be considered first. However, they may be the best solution in some situations, especially on long, straight residential streets where there are few intersections and no other visual cues to slow motorists.

Purpose

Vertical measures tend to have the most predictable speed reduction impacts and are best used on local streets. Speed tables can also enhance the pedestrian environment at pedestrian crossings.

Considerations

- Do not use if on a sharp curve.
- If the street is a bus route or primary emergency route, the design must be coordinated with operators. Usually, some devices are acceptable if used prudently — one device may be appropriate and may serve the primary need (e.g., if there is



a particular location along a street that is most in need of slowing traffic and improving pedestrian conditions).

- The aesthetics of speed humps and speed tables can be improved through the use of color and specialized paving materials.
- Noise may increase, particularly if trucks use the route regularly.
- May create drainage problems on some streets.
- Speed humps and tables should be properly designed and constructed to reduce the chance of back problems or other physical discomfort experienced by vehicle occupants. Tight tolerances are required during construction.

Cost

The cost for a speed hump can range from approximately \$700 to \$6,900, depending on the height, width of the road, drainage conditions, and design. An average cost is approximately \$2,600. The cost for a speed table can range from approximately \$2,000 to \$20,000.

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Traffic Calming Measures - Speed Table

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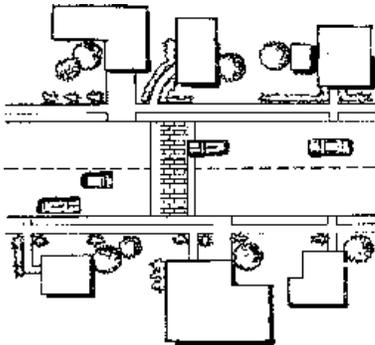
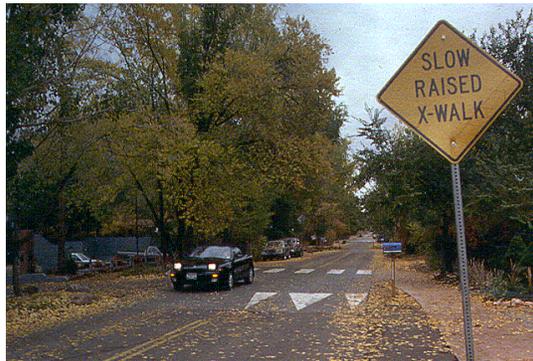


Description:

- long raised speed humps with a flat section in the middle and ramps on the ends; sometimes constructed with brick or other textured materials on the flat section
- sometimes called flat top speed humps, trapezoidal humps, speed platforms, raised crosswalks, or raised crossings

Applications:

- local and collector streets
- main roads through small communities
- typically long enough for the entire wheelbase of a passenger car to rest on top
- work well in combination with textured crosswalks, curb extensions, and curb radius reductions
- can include a crosswalk



Design/Installation Issues:

- typically 22 feet in the direction of travel with 6 foot ramps on each end and a 10 foot flat section in the middle; other lengths (32 and 48 feet) reported in U.S. practice
- most common height is between 3 and 4 inches (and reported as high as 6 inches)
- ramps are typically 6 feet long (reported up to 10 feet long) and are either parabolic or linear
- careful design is needed for drainage

Potential Impacts:

- no effect on access
- speeds are reduced, but usually to a higher crossing speed than at speed humps (typically between 25 and 27 miles per hour)
- traffic volumes have been reduced on average by 12 percent depending on alternative routes available
- collisions have been reduced on average by 45 percent on treated streets (not adjusted for traffic diversion)
- reported to increase pedestrian visibility and likelihood that driver yields to pedestrian

Emergency Response Issues:

- typically preferred by fire departments over 12 to 14-foot speed humps
- generally less than 3 seconds of delay per hump for fire trucks

Typical Cost:

- approximately \$2,500 (in 1997 dollars) for asphalt tables; higher for brickwork, stamped asphalt, concrete ramps and other enhancements sometimes used at pedestrian crossings

Calming Measures

- Library
- Seminar Materials
- Selected Reports
- Public Information
- Locations
- Other Links
- Home



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Phone: 202-785-0060
Fax: 202-785-0609
Send comments to:
ite_staff@ite.org

**SPEED HUMP | SPEED TABLE | RAISED
INTERSECTION | CLOSURE |
NEIGHBORHOOD TRAFFIC CIRCLE |
CHICANE | CHOKER | CENTER ISLAND
NARROWING**

B.06 Comparison of Devices

As mentioned, various treatments accomplish different objectives. Table B.06.1 illustrates the likely effects from the application of different treatments. The table is derived from the City of Las Vegas Neighborhood Traffic Management Program Manual.

Table B.06.1 Effects of Traffic Calming Applications

Traffic Calming Treatment	Vehicle Volume	Vehicle Speed	Noise	Vehicle Conflicts	Traffic Diverted to Other Residential Streets	Ped/Bike Safety	Emergency Vehicle Access	<i>Recommended For</i>
Chicanes/Slow Points	↓	↓	↓	↓	↑	↓	↓	Residential Streets
Narrowings	↓	↓	↓	↑	↓	↑	↓	Residential/Collector Streets
Crossing Islands								Collector Streets
Bulb-outs		↓		↑ ²	↑	↓	↓	Residential / Collector Streets
Diverters	↓	↓	↓	↓	↑	↑	↓	Residential Streets
Gateways/Thresholds	↓	↓		↓		↑	↓	Residential / Collector Streets
Partial Turn Diverters/				↓	↑	↑	↓	Residential/Arterial Streets
Speed Humps/Tables/Cushions	↓	↓	↑		↑	↑	↓	Residential Streets
Neighborhood Traffic Circle		↓	↓	↓		↑ ³	↓	Residential/Collector Streets

Table B.06.2 illustrates the effectiveness of several traffic calming measures in reducing traffic volumes. Table B.06.3 illustrates the effectiveness of several traffic calming measures in reducing traffic speeds. Table B.06.4 illustrates the effectiveness of several traffic calming measures in reducing traffic crashes.

² Vehicle conflicts may increase for turning movements of large trucks.

³ Ped safety may decrease if motorists are swerving around circles instead of slowing down.

Table B.06.2 Average Volume Reduction

Calming/Control Measure	Percent Change
12-ft humps	-18
14-ft humps	-22
22-ft table	-12
Neighborhood traffic circles	-5
Narrowings	-10
One-lane slow points	-20

Source: Victoria Transport Policy Institute TDM Encyclopedia, May 27, 2003, www.vtppi.org.

Table B.06.3 85th Percentile Speed Reduction

Calming/Control Measure	Percent Change
12-ft humps	-22
14-ft humps	-23
22-ft table	-18
Raised intersections	-1
Neighborhood traffic circles	-11

Source: Victoria Transport Policy Institute TDM Encyclopedia, May 27, 2003, www.vtppi.org.

**Table B.06.4 Safety Impacts
Average Number of Crashes**

Calming Measure	Before	After	% Change
12 ft. humps	2.7	2.4	-11%
14 ft. humps	4.4	2.6	-41%
22 ft. tables	6.7	3.7	-45%
Traffic circles	2.2	0.6	-73%
All Measures	2.6	1.3	-50

Typical Traffic Calming Device Construction Costs Estimates

Device	Typical Cost
* Speed Humps	\$2,000
* Speed Tables	\$2,500
* Traffic Circles	\$3,500 to \$15,000
* Gateway Treatments	\$3,500 to \$15,000
* Bulbouts	\$7,000 to \$10,000
* Diagonal Diverters	\$85,000
* Full Closures	\$120,000

Note: All costs estimated using 2008 dollars.

Information Provided by Stephanie Nagel (4807 E Jelinek):

1. Once data is collected, city staff evaluate if the problem voiced by residents actually exists. The evaluation shall be based on specific, definable criteria. Because of limited resources, the city may not be able to implement every project proposed for the NTMP. The NTMP scoring system allows the city to prioritize projects. Table 2.02-1 summarizes the scoring criteria, which are explained in the following subsections. The proposed project's score is the sum of the point values for each of the criteria. Projects with a score of 20 or more are eligible for physical traffic calming measures.

a. 85th Percentile Motor Vehicle Speed **(37mph – 25 + 5) 17**

As motor vehicle speed increases, noise increases and pedestrian and bicyclist safety decreases. The point value for this criterion is equal to the 85th percentile motor vehicle speed (in miles per hour) measured on the subject street, minus the speed limit, plus five (e.g. 85th percentile speed–speed limit + 5). If possible, traffic volumes should be measured for at least 24 hours using Numetrics counters or multiple tubes capable of calculating speed. The 85th percentile speed should then be determined for the period of concern (rush hour, school hours, etc.)

b. Excessive Motor Vehicle Speed **(Numbers based on speed trailer which is a considered a traffic calming measure (533 + 159 + 29 + 5)/2995)24.2%**

Some of the most dangerous situations are the infrequent vehicles that are traveling substantially above the speed limit. The point value for this criteria is the percentage of traffic that is traveling at least 10 mph above the speed limit. Again, this value should be measured for at least 24 hours using Numetrics counters or multiple tubes capable of calculating speed. City of Middleton, Wisconsin Neighborhood Traffic Management Program Section 2–NTM Program 2-6

c. Average Daily Motor Vehicle Volume **(doubled speed trailer number of vehicles, trailer measured westbound traffic only – 5990/1000) 5.99 rounded to 6**

As motor vehicle volume increases, noise increases and pedestrian and bicyclist access decreases. The local function and feel of the street also diminish. Although the ideal motor vehicle volume on a local residential street is less than 300 vehicles per day (vpd), residents generally are able to accept volumes up to 800 vpd. The point value for this criterion is equal to the average daily motor vehicle volume (in vpd) divided by 1,000, and rounded to the nearest whole number. If possible, the motor vehicle volume should be measured over a 24-hour period.

d. Distance from Park or School **N/A**

Motor vehicle noise can have an adverse impact on parks and schools. In addition, these facilities typically attract pedestrians and bicyclists, especially children. Bicycle and pedestrian volumes (or demand) are typically the highest on streets adjacent to the facility and decrease as the distance from the facility increases.

The point value for this criterion is equal to one one-hundredth of the difference of 1,000 and the linear street or sidewalk walking distance between the subject street and the nearest park or school. The minimum point value is 0. Other pedestrian-oriented facilities (such as the library or pool) may also be considered for this criterion. For example, if the problem area on the subject street is 400 feet away from a park, the point value associated to this distance will be $(1,000-400) \times 0.01 = 6$.

e. Critical Location **(Heavy foot traffic, increased bike traffic – no actual study done.)**

Certain intersections or street segments have the potential for acute conflict between motorized and nonmotorized traffic. These “critical locations” may include: ☐

Multiuse trail crossings. (10 pts)

☐ Intersections where the minor street is marked as a bicycle route. (5 pts)

☐ Intersections staffed by a school crossing guard. (10 pts)

☐ Streets or intersections with high bicycle or pedestrian volumes (15 or more during a peak hour). (10 pts)

☐ Streets or intersections within a school zone (based on Safe Route to School Plan—generally 3 blocks surrounding a school area). (5 points.)

A project that improves conditions for bicyclists or pedestrians at a critical location may receive up to 10 points for this criterion, depending on the extent of both the need and the improvement.

Current pedestrian and bicycle volumes can be a poor indicator of actual pedestrian and bicycle travel demand if roadway and traffic conditions discourage these modes.

City of Middleton, Wisconsin Neighborhood Traffic Management Program Section 2—NTM Program
2-7

f. Crash History **(?)**

Residential NTMP areas with high crash frequency locations may indicate a safety concern that could be mitigated through the NTMP program. The point value assigned to this criteria is the number of reported crashes that have occurred at this location over the last three years. The point value for the crashes will be included if NTMP measures could mitigate future crashes (for example DUI crashes may be unrelated to roadway layout and geometry, and so would not garner any points.)

g. Pending Road Construction **(?)**

Traffic calming measures can be easily implemented at little additional cost when roadway plans are prepared for reconstruction. When residential streets are planned for reconstruction within three years of passing the neighborhood balloting (see paragraph K below), the City will seek to capitalize on this opportunity and encourage the implementation of traffic calming measures as part of the reconstruction project. To acknowledge this criteria and opportunity, 15 points is awarded to the scoring.

h. Neighborhood Planning

Neighborhood-wide projects typically require extra effort and produce more comprehensive traffic management solutions. To acknowledge this effort, the city may award 5 points to a neighborhood-wide project for this criterion. This is a subjective measure.

The score for a neighborhood-wide project is the average of scores for individual project elements, and rounded up to the next whole number. The addition of 5 points also reduces the penalty incurred by project elements that score higher than the overall project average.

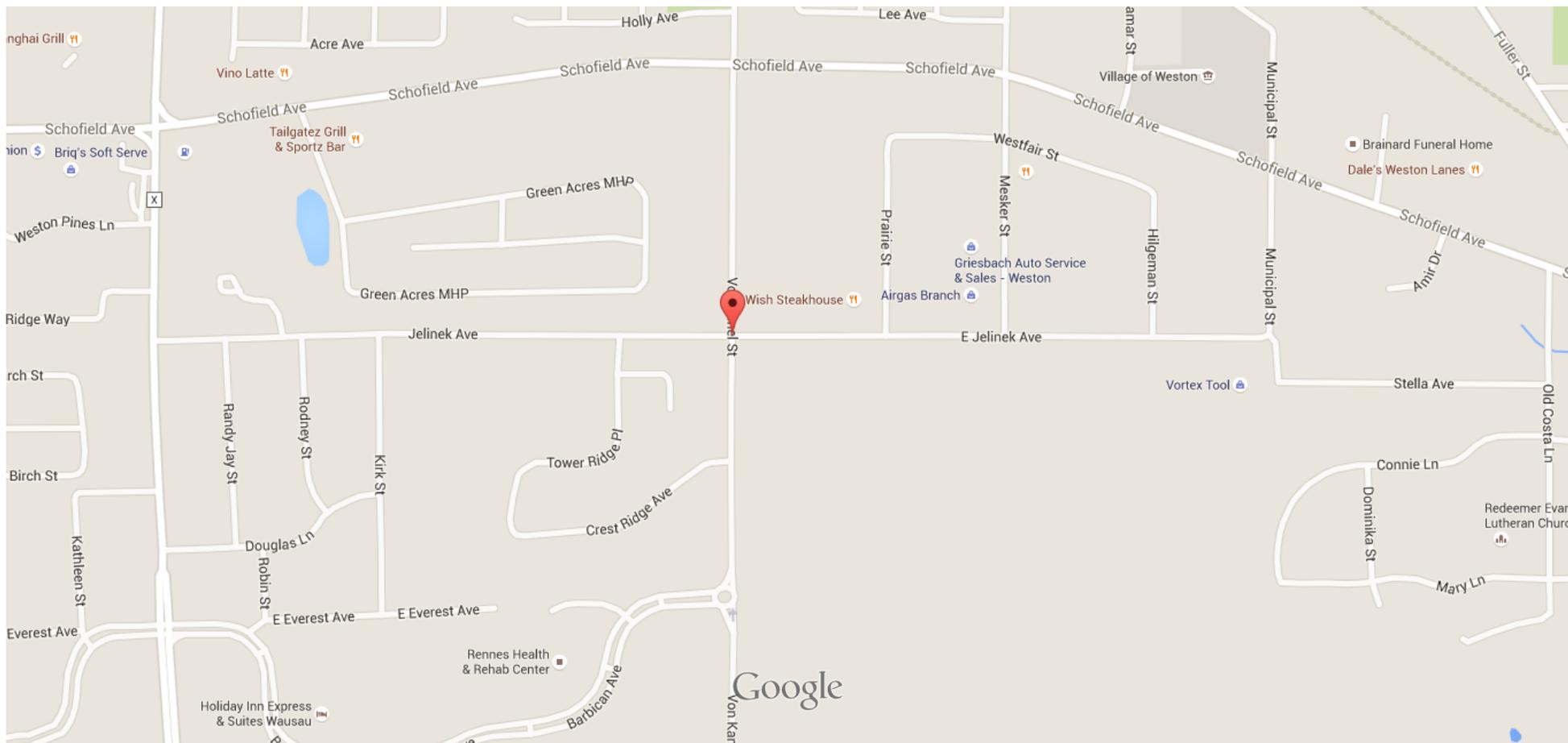
2. If the project scores a point value of 20 **(47.19)** or above, city staff should define the problem to the extent possible and develop initial traffic management solutions with residents.

These solutions fall into three categories:

1. Education The neighborhood can be educated concerning the traffic management problem. This education can include: Radar speed trailer Brochures/pamphlets describing the problem, including suggestions for what the neighborhood residents can do to improve the situation Speed watch programs, staffed by neighborhood volunteers
2. Enforcement If police resources are available, regular and random patrol and enforcement activities can address speeding and other traffic control concerns. Enforcement is more effective when citations are issued, rather than warnings. City of Middleton, Wisconsin Neighborhood Traffic Management Program Section 2–NTM Program 2-9
3. Engineering The City may choose to install enhanced signing or pavement markings to address concerns. Examples of these measures can include: Roadway narrowing through pavement marking of medians, bike lanes, or parking lanes. Increased visibility of pedestrian crossing pavement markings. Additional warning signs. Additional speed limit signs. At this time, City staff may want to collect traffic data on adjacent parallel streets that could be affected by traffic calming measures on the subject street. This data can later be used to determine what effect, if any, traffic calming had on adjacent streets.



Google E Jelinek Ave



Date: 7/22/2015 11:36:43 am

Start Date: 7/16/2015 11:00 am

End Date: 7/22/2015 11:00 am

Time Interval: 60 minutes

Speed Interval: 5 mph

Posted Speed Limit: 25 mph

Average Speed: 31 mph

Highest Speed: 66 mph

50th Percentile: 32 mph

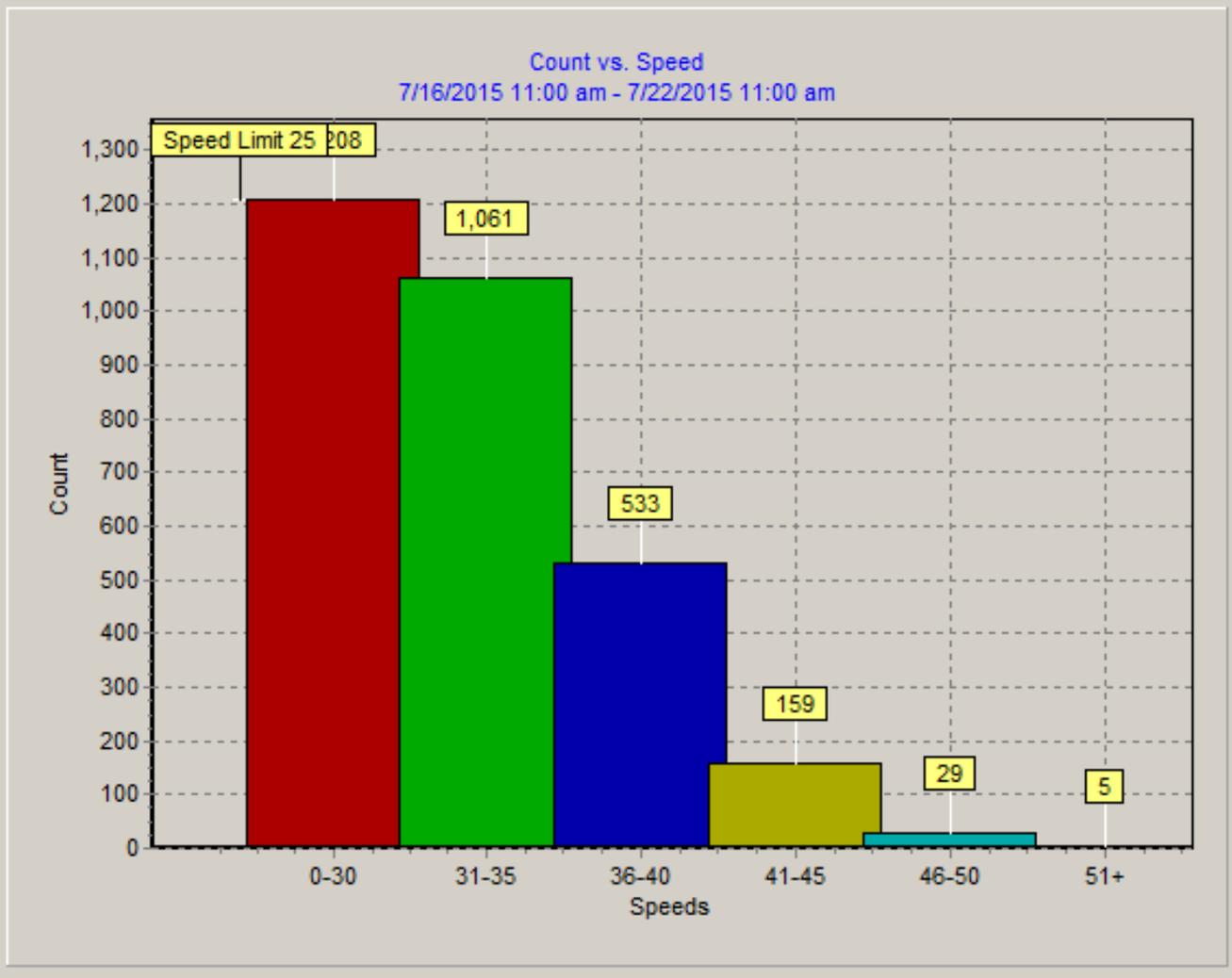
85th Percentile: 37 mph

Number Above Speed Limit: 2522

Total Number of Vehicles: 2995

Comments:

WB E Jelinek Av at Tower Ridge Place



Date: 7/22/2015 11:40:56 am

Start Date: 7/16/2015 11:00 am

End Date: 7/22/2015 11:00 am

Time Interval: 60 minutes

Speed Interval: 5 mph

Posted Speed Limit: 25 mph

Average Speed: 31 mph

Highest Speed: 66 mph

50th Percentile: 32 mph

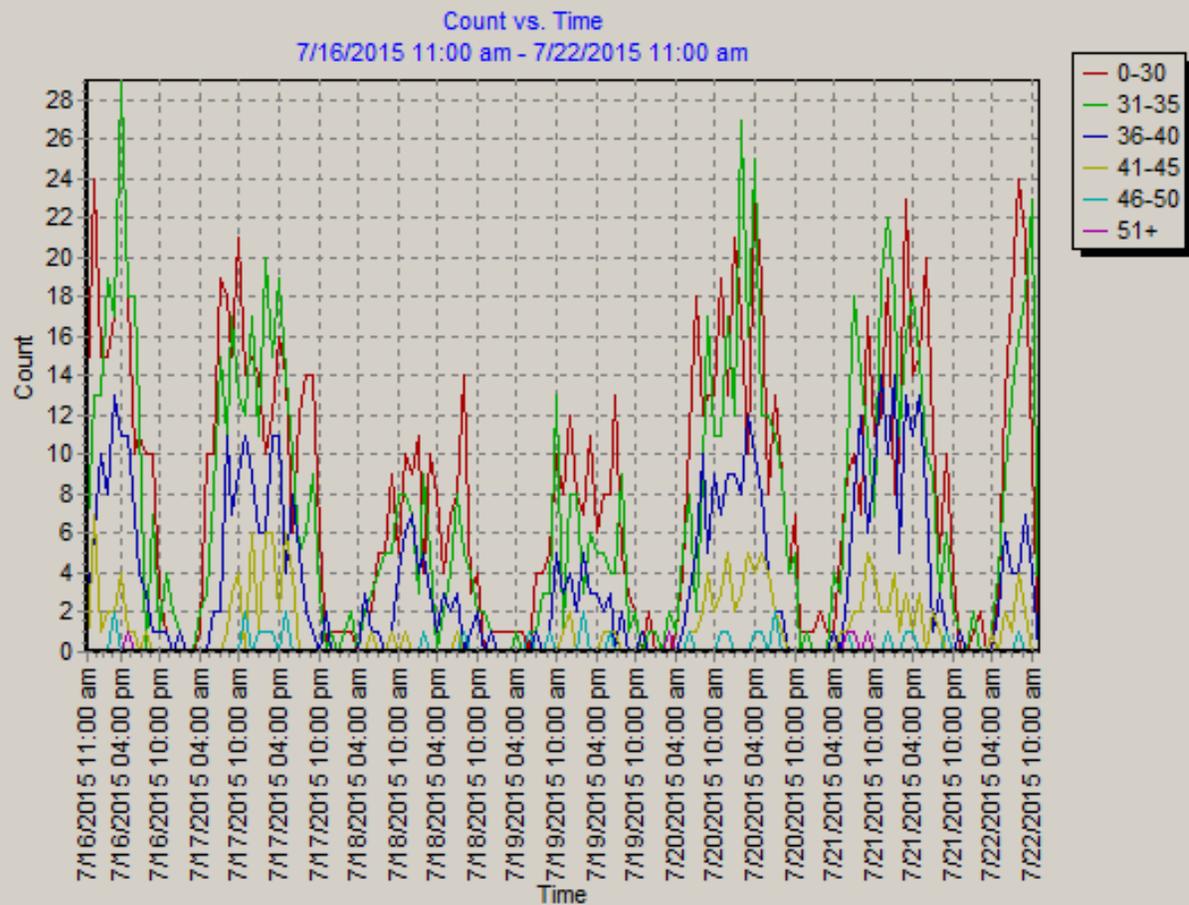
85th Percentile: 37 mph

Number Above Speed Limit: 2522

Total Number of Vehicles: 2995

Comments:

WB E Jelinek Av at Tower Ridge Place



Date: 7/22/2015 11:41:40 am

Start Date: 7/16/2015 11:00 am

End Date: 7/22/2015 11:00 am

Time Interval: 60 minutes

Speed Interval: 5 mph

Posted Speed Limit: 25 mph

Average Speed: 31 mph

Highest Speed: 66 mph

50th Percentile: 32 mph

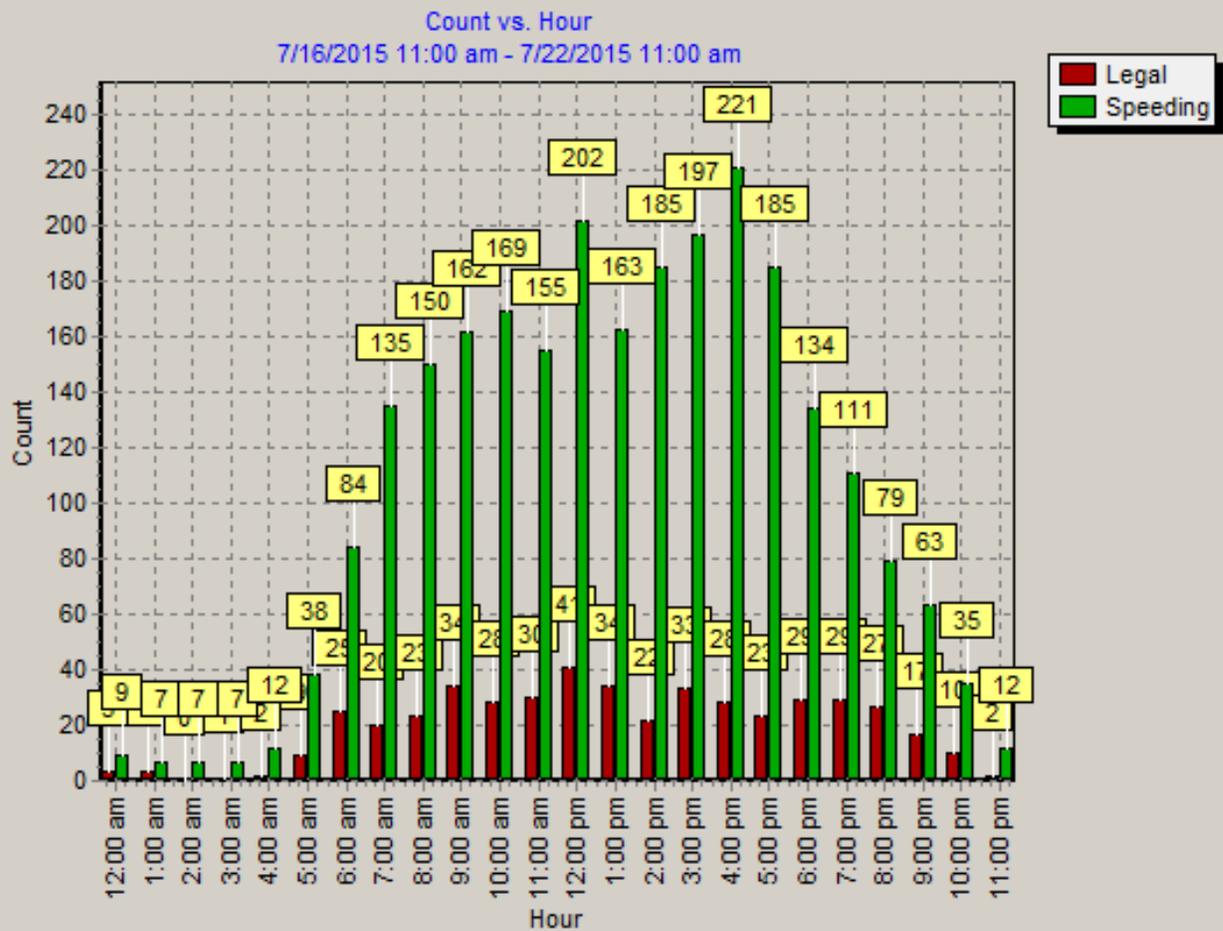
85th Percentile: 37 mph

Number Above Speed Limit: 2522

Total Number of Vehicles: 2995

Comments:

WB E Jelinek Av at Tower Ridge Place



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Start Day/Time: July 16, 2015 11:00 am
 End Day/Time: July 22, 2015 11:00 am
 Time Interval: 60 min
 Speed Interval: 5 mph
 Speed Limit: 25 mph

	0-30	31-35	36-40	41-45	46-50	51+	Totals
Totals:	1208	1061	533	159	29	5	2995
7/16/2015 11:00	13	6	2	0	0	0	21
7/16/2015 12:00	24	13	6	7	0	0	50
7/16/2015 13:00	15	13	10	1	0	0	39
7/16/2015 14:00	15	19	8	2	0	0	44
7/16/2015 15:00	17	17	13	2	2	0	51
7/16/2015 16:00	29	29	11	4	0	0	73
7/16/2015 17:00	18	18	11	1	0	1	49
7/16/2015 18:00	10	18	7	1	0	0	36
7/16/2015 19:00	11	12	4	0	0	0	27
7/16/2015 20:00	10	0	3	1	0	0	14
7/16/2015 21:00	10	7	1	0	0	0	18
7/16/2015 22:00	3	1	1	0	0	0	5
7/16/2015 23:00	1	4	1	0	0	0	6
7/17/2015 0:00	0	2	0	0	0	0	2
7/17/2015 1:00	1	1	1	0	0	0	3
7/17/2015 2:00	0	0	0	0	0	0	0
7/17/2015 3:00	0	0	0	0	0	0	0
7/17/2015 4:00	1	2	0	0	0	0	3
7/17/2015 5:00	10	3	0	0	0	0	13
7/17/2015 6:00	10	8	2	0	0	0	20
7/17/2015 7:00	19	15	2	0	0	0	36
7/17/2015 8:00	18	11	11	1	0	0	41
7/17/2015 9:00	15	17	7	3	0	0	42
7/17/2015 10:00	21	13	9	4	0	0	47
7/17/2015 11:00	14	12	11	0	2	0	39
7/17/2015 12:00	15	17	9	6	0	0	47
7/17/2015 13:00	14	11	6	1	1	0	33
7/17/2015 14:00	10	20	6	6	1	0	43
7/17/2015 15:00	12	15	11	6	1	0	45
7/17/2015 16:00	16	19	11	2	0	0	48
7/17/2015 17:00	14	14	4	6	2	0	40
7/17/2015 18:00	6	10	8	4	0	0	28
7/17/2015 19:00	12	5	5	0	0	0	22
7/17/2015 20:00	14	6	2	0	0	0	22
7/17/2015 21:00	14	9	1	0	0	0	24
7/17/2015 22:00	6	3	0	0	0	0	9
7/17/2015 23:00	0	0	2	0	0	0	2
7/18/2015 0:00	1	1	0	0	0	0	2
7/18/2015 1:00	1	0	0	0	0	0	1
7/18/2015 2:00	1	1	0	0	0	0	2

7/18/2015 3:00	1	2	0	0	0	0	3
7/18/2015 4:00	0	0	0	0	0	0	0
7/18/2015 5:00	2	2	3	0	0	0	7
7/18/2015 6:00	2	3	1	1	0	0	7
7/18/2015 7:00	5	4	1	0	0	0	10
7/18/2015 8:00	5	5	0	0	0	0	10
7/18/2015 9:00	9	5	1	1	0	0	16
7/18/2015 10:00	5	8	4	0	0	0	17
7/18/2015 11:00	10	8	6	1	0	0	25
7/18/2015 12:00	9	7	7	0	0	0	23
7/18/2015 13:00	11	3	4	0	0	0	18
7/18/2015 14:00	4	9	5	1	1	0	20
7/18/2015 15:00	10	5	3	0	0	0	18
7/18/2015 16:00	8	0	1	0	0	0	9
7/18/2015 17:00	4	2	3	0	0	0	9
7/18/2015 18:00	7	4	2	0	0	0	13
7/18/2015 19:00	8	8	3	1	0	0	20
7/18/2015 20:00	14	5	0	0	1	0	20
7/18/2015 21:00	3	4	1	0	0	0	8
7/18/2015 22:00	4	2	2	0	0	0	8
7/18/2015 23:00	0	2	0	0	0	0	2
7/19/2015 0:00	1	1	1	0	0	0	3
7/19/2015 1:00	1	0	0	0	0	0	1
7/19/2015 2:00	1	0	0	0	0	0	1
7/19/2015 3:00	1	0	0	0	0	0	1
7/19/2015 4:00	1	1	0	0	0	0	2
7/19/2015 5:00	1	0	0	0	0	0	1
7/19/2015 6:00	0	1	0	1	1	0	3
7/19/2015 7:00	4	1	1	0	0	0	6
7/19/2015 8:00	4	3	0	0	0	0	7
7/19/2015 9:00	5	3	1	1	1	0	11
7/19/2015 10:00	10	13	5	0	0	0	28
7/19/2015 11:00	8	1	3	1	0	0	13
7/19/2015 12:00	12	8	4	2	0	0	26
7/19/2015 13:00	8	8	2	0	0	0	18
7/19/2015 14:00	7	3	5	0	2	0	17
7/19/2015 15:00	11	6	3	0	0	0	20
7/19/2015 16:00	6	5	3	0	0	0	14
7/19/2015 17:00	8	5	2	1	0	0	16
7/19/2015 18:00	8	4	3	1	1	0	17
7/19/2015 19:00	13	4	0	1	0	0	18
7/19/2015 20:00	5	9	2	0	0	0	16
7/19/2015 21:00	3	1	0	0	0	0	4
7/19/2015 22:00	2	2	0	0	0	0	4
7/19/2015 23:00	0	0	1	0	0	0	1
7/20/2015 0:00	2	1	0	0	0	0	3
7/20/2015 1:00	0	1	0	0	0	0	1

7/20/2015 2:00	0	0	0	0	0	0	0
7/20/2015 3:00	0	2	0	0	0	1	3
7/20/2015 4:00	1	1	0	0	0	0	2
7/20/2015 5:00	4	5	1	0	0	0	10
7/20/2015 6:00	11	8	3	1	1	0	24
7/20/2015 7:00	18	2	5	1	0	0	26
7/20/2015 8:00	12	9	10	2	0	0	33
7/20/2015 9:00	13	17	5	4	0	0	39
7/20/2015 10:00	13	11	9	2	0	0	35
7/20/2015 11:00	19	11	7	3	1	0	41
7/20/2015 12:00	13	17	9	5	1	0	45
7/20/2015 13:00	21	12	9	2	0	0	44
7/20/2015 14:00	17	27	8	3	0	0	55
7/20/2015 15:00	10	16	12	5	0	0	43
7/20/2015 16:00	23	25	10	4	1	0	63
7/20/2015 17:00	19	12	8	5	1	0	45
7/20/2015 18:00	8	12	4	4	0	0	28
7/20/2015 19:00	13	11	2	2	2	0	30
7/20/2015 20:00	9	9	2	1	0	0	21
7/20/2015 21:00	4	4	0	0	0	0	8
7/20/2015 22:00	7	5	0	0	0	0	12
7/20/2015 23:00	1	0	0	0	0	0	1
7/21/2015 0:00	1	1	0	0	0	0	2
7/21/2015 1:00	1	0	0	0	0	0	1
7/21/2015 2:00	2	0	0	0	0	0	2
7/21/2015 3:00	1	0	0	0	0	0	1
7/21/2015 4:00	1	4	1	0	0	0	6
7/21/2015 5:00	5	3	0	1	0	0	9
7/21/2015 6:00	9	10	3	1	1	1	25
7/21/2015 7:00	10	18	8	2	0	1	39
7/21/2015 8:00	7	14	12	2	0	0	35
7/21/2015 9:00	17	11	6	5	0	1	40
7/21/2015 10:00	11	7	9	4	0	0	31
7/21/2015 11:00	12	19	14	2	0	0	47
7/21/2015 12:00	19	22	10	2	1	0	54
7/21/2015 13:00	8	18	14	4	0	0	44
7/21/2015 14:00	10	11	5	1	0	0	27
7/21/2015 15:00	23	16	13	3	1	0	56
7/21/2015 16:00	14	18	11	1	1	0	45
7/21/2015 17:00	15	15	13	3	0	0	46
7/21/2015 18:00	20	10	8	0	0	0	38
7/21/2015 19:00	11	9	1	2	0	0	23
7/21/2015 20:00	5	3	3	1	0	0	12
7/21/2015 21:00	10	6	1	0	1	0	18
7/21/2015 22:00	4	2	0	0	0	0	6
7/21/2015 23:00	0	1	1	0	0	0	2
7/22/2015 0:00	0	0	0	0	0	0	0

7/22/2015 1:00	1	2	0	0	0	0	3
7/22/2015 2:00	2	0	0	0	0	0	2
7/22/2015 3:00	0	0	0	0	0	0	0
7/22/2015 4:00	0	1	0	1	0	0	2
7/22/2015 5:00	3	4	2	0	0	0	9
7/22/2015 6:00	13	9	6	2	0	0	30
7/22/2015 7:00	18	13	4	1	0	0	36
7/22/2015 8:00	24	16	4	4	1	0	49
7/22/2015 9:00	21	18	7	2	0	0	48
7/22/2015 10:00	10	23	4	0	0	0	37

Title:WB E Jelinek Av at Tower Ridge Pl	Traffic Speed Survey
Date:	7/22/2015 11:36
Start Date/Time:	7/16/2015 11:00
Finish Date/Time:	7/22/2015 11:00
Time Interval:	60 min
Speed Interval:	5 mph
Posted Speed Limit:	25 mph
Average Speed (mph):	31.40567613
Maximum Speed (mph):	66
50th Percentil:	32
85th Percentil:	37
Number Above Speed Limit:	2522
Total Number of Vehicles:	2995

Comments:

**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

June 6th, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – E.10.**



Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review

REQUEST FROM: **KEITH DONNER, DIRECTOR OF PUBLIC WORKS AND UTILITIES**

ITEM DESCRIPTION: **CONCEPTUAL PLAT SUBMITTAL FOR PROPOSED MISTY PINES SUBDIVISION**

DATE/MTG: **PROPERTY & INFRASTRUCTURE COMMITTEE, MONDAY, JUNE 06, 2016**

POLICY QUESTION: Should the Property & Infrastructure Committee approve the conceptual plat for the proposed Misty Pines Subdivision, submitted by G & S Investments, with respect to general street layout and proposed street right-of-way widths of 60 feet and refer the item to the Plan Commission, subject to all other applicable requirements of Chapter 74 of the Village of Weston Municipal Code.

RECOMMENDATION TO: I make a motion to approve the conceptual plat for the proposed Misty Pines Subdivision, submitted by G & S Investments, with respect to general street layout and proposed street right-of-way widths of 60 feet and refer the item to the Plan Commission, subject to all other applicable requirements of Chapter 74 of the Village of Weston Municipal Code.

LEGISLATIVE ACTION:

- | | | |
|---|------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution |
-
-

FISCAL IMPACT ANALYSIS:

- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: _____
-
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statute: _____
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: Chapter 74 of Weston Municipal Code (Subdivision Regulations, 05/18/16)
- Municipal Rules: Complete Streets Resolution, VW-15-14, adopted on 06/01/15
-
-

PRIOR REVIEW: Village and Subdivider concept plat conference on 5/19/16.

BACKGROUND: G & S Investments is proposing to acquire property generally bounded by Ross Avenue on the north, Sternberg Avenue on the south, Fox Street to the west and Birch Street to the east (see location map attached). In parallel with the Comprehensive Plan Update the Village adopted a Resolution VW-15-14 on June 1, 2016, to promote the concept of "Complete Streets." The intent of this resolution was/is to provide direction to Village staff in updating ordinances and policies related to street construction, reconstruction, land division, and other related activities such that needs of connectivity, multi-modal transportation, aesthetics, and other related issues are addressed by subdivider and the Village. With "Complete Streets" in mind, Chapter 74 of the Weston Municipal Code (the Subdivision Ordinance) was revised as part of the Comprehensive Planning process on May 18, 2016. Misty Pines is the first proposed plat to be reviewed following the revision of the Subdivision Ordinance. The conceptual plat is the first step in the process. The proposed street layout meets the approval of staff with respect to connections with existing, and potential future streets, to the extent practical. The proposal is to dedicate 60-foot wide street right-of-ways as opposed to 66-foot wide right-of-

ways. Staff feels this is a reasonable proposal when looking at the existing right-of-way widths on Birch Street, Fox Street, and Sternberg in the vicinity. Following action on the conceptual plat by Plan Commission, the Subdivider will be working with Village staff on details for infrastructure design and development agreement requirements. A final plat cannot be approved without the Subdivider either having completed the construction of the public infrastructure at the Subdivider's cost or the Subdivider providing a financial security sufficient to cover the costs of completing the public infrastructure.

Here are links to:

Chapter 74 of the Weston Municipal Code (Concept Plat is discussed in Article 2)

<http://westonwi.gov/documentcenter/view/63>

Village of Weston Resolution Number VW-15-14 (Complete Streets) <http://westonwi.gov/DocumentCenter/View/2489>

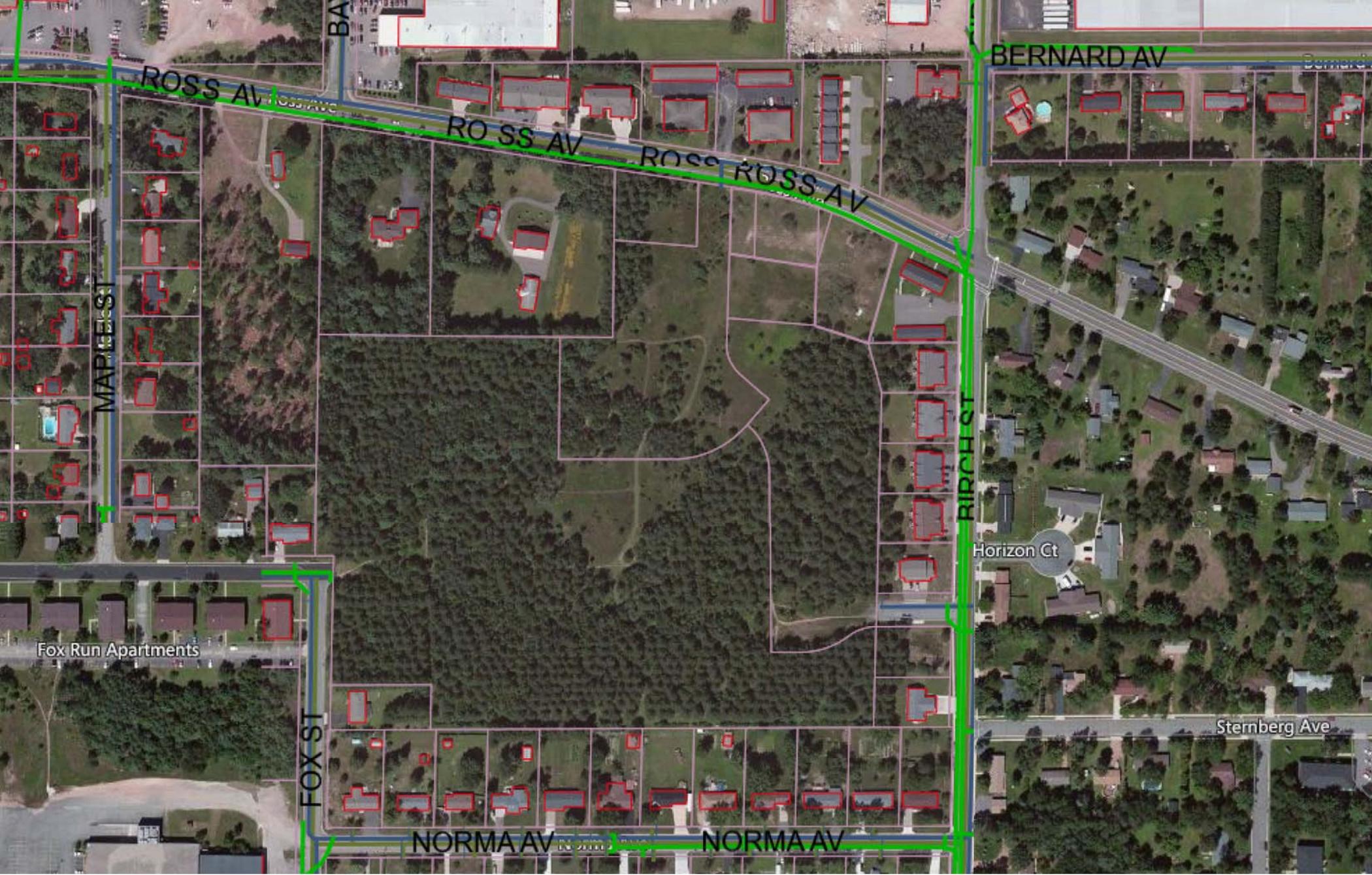
Supplemental Briefer for Agenda Items under Consideration

Attachments

Locational reference map for the proposed plat of Misty Pines

Conceptual Plat of Misty Pines

Misty Pines Conceptual Plat Application



Weston

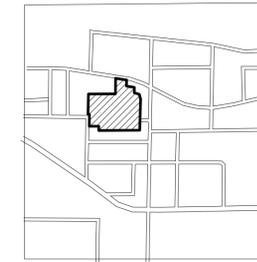
Misty Pines Location Map

DISCLAIMER: The information presented should not be relied upon for making financial, survey, legal or other commitments. If you have questions or comments regarding the data displayed on this map, please contact Weston.

CONCEPTUAL LAYOUT OF

MISTY PINES

OF ALL OF LOTS 1, 2 AND 3 OF VOLUME 32 CERTIFIED SURVEY MAPS PAGE 145 AND ALL OF LOT 3 OF VOLUME 30 CERTIFIED SURVEY MAPS, PAGE 191 LOCATED IN PART OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 17, TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN



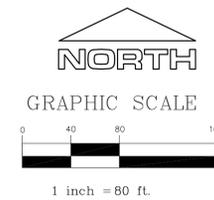
Location Sketch
Section 17-28-08
Scale: 1"=2000'

LEGEND

- 30' Frontyard setback shown (varies on corner lots)
- FOUND 2" I. PIPE
- FOUND 1" I. PIPE
- SET 1 3/16" X 30" IRON ROD WEIGHING 3.76 LBS/LIN FT
- PUBLIC LAND SURVEY CORNER
- RECORD DATA
- 1" X 24" IRON PIPE WEIGHING 1.13 LBS/LIN FT SET AT ALL OTHER LOT CORNERS AND OUTLOT CORNERS

OWNER:
G & S Investments
7306 Zinser Street
Weston, WI 54476
715-355-6717

SURVEYOR:
Plover River Land Co., Inc.
156 Kent Street
Wausau, WI 54403
715-449-2229



NOTE:

1) OUTLOT 1 IS TO BE DEEDED TO THE VILLAGE OF WESTON FOR THE PURPOSE OF STORM WATER DETENTION

BEARING ARE REFERENCED TO THE NORTH-SOUTH 1/4 LINE OF SECTION 29 ASSUMED TO BEAR S 2° 13' 31" E

ALL DISTANCES SHOWN ON CURVES ARE ARC DISTANCES

ALL DISTANCES HAVE BEEN MEASURED TO THE NEAREST HUNDREDTH OF A FOOT. ALL ANGULAR MEASUREMENTS HAVE BEEN MADE TO THE NEAREST 4 SECONDS AND COMPUTED TO THE NEAREST SECOND.

SHEET 1 OF 2

MISTY PINES	
OF THE SE 1/4 OF THE NW 1/4 SEC. 17, T 28 N, R 8 E VILLAGE OF WESTON, MARATHON COUNTY WISCONSIN	
DRAFTED BY: DH	CHECKED BY:
DATE: MAY 15, 2016	JOB NO.
REVISION DATE:	
PLOVER RIVER LAND CO., INC. 156 KENT STREET WAUSAU, WI 54403 (715)449-2229	



Concept Plat Review

Application

Village of Weston/ETZ

Date: 6/1/16

Subdivision No.: _____

Payment: Cash Check No. _____

FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING



5500 Schofield Ave
Weston, WI 54476

SUBDIVISION FEES

Concept Plat Review

\$ 100.00

APPLICANT INFORMATION

Applicant Name: GIS Investments

Agent* Property Owner

Mailing Address: 2306 Zinser ST

Phone: 715-355-6717

Weston WI 54476

Email: gary.g@pgginc.net

* Agents must have a LETTER OF AUTHORIZATION from all property owners at the time of filing.

Property Owner: SAME

Contact Name: Gary Guerndt / Kurt Seubert

Mailing Address: _____

Phone: 715-355-6717

Email: _____

PROJECT SITE SPECIFICATIONS

Property PIN 192 2808 172 0942
Numbers: 0934
0935
0933

Lot Size(ft²): 941, 404 SF

Acres: 21.6 AC

Property Zone: SF-S

Proposed Rezone*: NONE

Current Future Land Use Designation: SAME

Proposed Future Land Use Designation*: NONE

Legal Description: _____

*A separate application is required for all Rezoning and Comprehensive Plan Map Amendments.

APPLICATION COMPLETENESS

The applicant shall submit a site plan application to the Planning and Development Department. The concept plat review application shall not be placed on an agenda as an action item unless the application is approved and certified as complete by the Zoning Administrator. The Zoning Administrator shall notify the applicant of the date and time of the applicable Plan Commission or Extraterritorial Zoning Committee meeting. Applications must be complete at least 30 days in advance of a Commission or Committee meeting to be scheduled for action, except under exceptional circumstances as determined by the Zoning Administrator or if the property in question does not require to be rezoned. **Failing to attach ALL OF THE REQUIRED COMPONENTS, when applicable, will result in the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded after 30-days of the application status being incomplete. Any fees collected in association with this permit shall not be refunded.**

CONTRACTORS' INFORMATION

Surveyor: Plover River Land Co. Inc

License: 1935

Address: 2156 Kent St

Phone: 715-449-2229

WAUSAU, WI 54403

Email: landman432@gmail.com

**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

June 6th, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – E.11.**



Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review

REQUEST FROM: **KEITH DONNER, DIRECTOR OF PUBLIC WORKS AND UTILITIES**

ITEM DESCRIPTION: **PROFESSIONAL SERVICES CONTRACT WITH WATER TECHNOLOGY, INC. FOR AQUATIC CENTER FACILITIES ASSESSMENT.**

DATE/MTG: **PROPERTY & INFRASTRUCTURE COMMITTEE, JUNE 6, 2016**
BOARD OF TRUSTEES, JUNE 6, 2016

POLICY QUESTION: Should the Board of Trustees approve a professional services contract with Water Technology, Inc., of Beaver Dam, WI, for an assessment of the existing aquatic center facilities condition and master planning study for the lump sum fee of \$6,800.

RECOMMENDATION TO: I make a motion that the Board of Trustees approve a professional services contract with Water Technology, Inc., of Beaver Dam, WI, for an assessment of the existing aquatic center facilities condition and master planning study for the lump sum fee of \$6,800.

LEGISLATIVE ACTION:

- | | | |
|---|------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Reports |
| <input checked="" type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution |
-

FISCAL IMPACT ANALYSIS:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Budget Line Item: | 2016 Capital Improvement Projects Budget |
| <input checked="" type="checkbox"/> Budgeted Expenditure: | \$105,000 (Kueny Contract is for \$69,200) |
| <input type="checkbox"/> Budgeted Revenue: | _____ |
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- | | |
|--|-------|
| <input type="checkbox"/> WI Statue: | _____ |
| <input type="checkbox"/> WI Administrative Code: | _____ |
| <input type="checkbox"/> Case Law / Legal: | _____ |
| <input type="checkbox"/> Municipal Code: | _____ |
| <input type="checkbox"/> Municipal Rules: | _____ |
-

PRIOR REVIEW: The Board of Trustees adopted resolution 2015-042 on 11/30/15, authorizing Village staff to proceed with the facilities assessment and planning study.

BACKGROUND: Building facilities for the Village’s Administrative, Public Works, Utilities, Parks, and Public Safety operations are in various stages of their useful lives. It is likely that existing facilities are, in various cases, outdated, obsolete, outgrown, or even underutilized. Staff has recommended existing facilities be evaluated as to adequacy for present and future needs. Costs estimates are needed to plan future facilities. The Village has a current contract with Kueny Architects of Pleasant Prairie, WI for evaluation of the majority of the municipal facilities. The Aquatic Center evaluation is an area of specialization which was excluded from the overall facilities evaluation. Water Technology Inc. of Beaver Dam is recommended for this work. <http://www.watertechnologyinc.com/en/>

- Attachments (*Resolution VW-2015-042, 2016 Village CIP Budget (Page 164), Proposal from Water Technology, Inc., e-mail string between K. Donner and R Nachreiner re:proposal*)
-



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

RESOLUTION NO. 2015-042

A RESOLUTION AUTHORIZING VILLAGE STAFF TO PROCEED WITH MUNICIPAL FACILITIES PLANNING STUDIES IN 2016.

WHEREAS, the Village of Weston is responsible to provide a range of services for its citizens including police protection, fire protection, ambulance service, public works (including snow plowing, street maintenance, and drainage maintenance), potable water supply, wastewater collection, planning and zoning services (including building inspection), and parks and recreation facilities (including the Weston Aquatic Center); and

WHEREAS, said services require administrative support staff and resources, and

WHEREAS, said services and support staff require municipal building facilities with adequate capacity to house the personnel and equipment, maintain the equipment, and provide for future expansion, to enable the Village to serve its citizens; and

WHEREAS, deficiencies have been noted in existing public works, public safety, and parks building facilities and have been re-modeled and/or retro-fitted numerous times in the past; and

WHEREAS, it is doubtful that existing municipal building facilities are adequate to fulfill the present and future needs of the Village to maintain current levels of service to its citizens; and

WHEREAS, Village staff recommends that the evaluation of the adequacy of existing municipal facilities be accomplished with the assistance of professionals with expertise in architecture, construction, and engineering; and

WHEREAS, Village staff also recommends that the determination of the cost of remodeling, retrofitting, and/or replacing existing municipal facilities to meet future needs is also best accomplished with the assistance of professionals with expertise in architecture, construction, and engineering;

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees for the Village of Weston hereby directs Village staff to proceed with selection of a professional firm, or firms, to:

1. Assess the adequacy of existing municipal facilities, and
2. Assess the future needs for municipal facilities, and
3. Estimate costs for future facilities remodeling, retrofitting and/or replacement; and
4. Determine what portion of future facilities could be funded through impact fees;

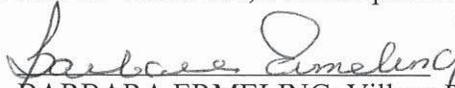
For the following facilities in the Village of Weston:

- A. The Public Safety building at 5303 Mesker Street
- B. The Municipal Center and Public Works garage at 5500 Schofield Avenue
- C. The Public Works building at the Ryan Street site
- D. Facilities at Kennedy Park including the Park offices, shop/garage, Aquatic Center, and Alta Verde Street well house.

BE IT FURTHER RESOLVED, Village staff will provide its recommendation to the Board of Trustees of the professional firm or firms with which to enter into a contract, or contracts, to furnish the desired services in 2016, and to have the selected firm, or firms, present recommendations to the Board of Trustees for future facilities planning in a report, or reports, by October 1, 2016.

PASSED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WESTON, at a regular meeting thereof, this 30 day of the month of NOV, 2015.

VILLAGE OF WESTON, a Municipal Corporation of the State of Wisconsin.

By: 
BARBARA ERMELING, Village President

ATTEST:

By: 
SHERRY WEINKAUF, Village Clerk

Vote: 7-0

VILLAGE OF WESTON
2016 CIP BUDGET REQUEST
AND 2017 FINANCIAL PLAN
PROGRAM COMMENTS

Department/Office: Finance	Budget: Capital Improvements Fund
Program: Capital Projects Funds	Submitted by: Keith Donner/John Jacobs

CAPITAL IMPROVEMENTS FUND
2016 Capital Improvements Program (CIP) Budget – 2017 Financial Plan

PUBLIC WORKS & PARKS

<u>DEPARTMENTS:</u>	<u>Total Cost</u>	<u># of Years Financed</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Estimate</u>
Public Works - New Plow Truck	\$ 166,712	5	\$ -	\$ 41,678	\$ 41,678
Public Works - End Loader with Wing/Plow <i>Additional Portion Funded in Refuse/ Recycling Fund (2015 budget amount = \$64,632)</i>	\$ 48,456	3	-	16,158	16,152
Public Works - Replace Plow Truck #9	\$ 204,230	5	-	42,000	40,846
Public Works - Replace Pickup Truck #59	\$ 32,863	1	-	31,000	32,863
Public Works - Replace Dump Truck #25 <i>100% Funded by Refuse/Recycling Fund (2015 budget amount = \$33,909)</i>	\$ -	5	-	-	-
Parks - Ball Diamond Machine	\$ 22,768	1	-	20,000	22,768
Public Works - Replace Excavator #23 <i>Additional Portion Funded in Refuse/Recycling Fund (2015 budget amount = \$23,500) Additional Portion Funded in Water Utility Fund (2015 budget amount = \$4,700)</i>	\$ 135,105	5	-	18,800	-
Public Works - New Street Sweeper	\$ 176,465	5	-	50,000	35,293
Less: Estimated Trade-In Values on Equipment	\$ -	1	-	(48,370)	-
Parks - Canoe Launch Facility	\$ 147,000	1	-	147,000	147,000
Public Works - Kmiecik Culvert/Bridge Replacement	\$ 65,000	1	-	100,000	65,000
Public Works - Transport Way Reconstruction	\$ 35,000	1	-	-	35,000
Public Works - Schofield Ave./Ryan to CTH J (WDOT invoice balance)	\$ -	1	-	20,629	-
Public Works - Pedestrian Bridge (WDOT invoice balance)	\$ -	1	-	4,017	-
Plow Truck #60	\$ 210,000	5	-	-	-
Snow Blower to replace 1957 Snow Blower	\$ 165,000	3	-	-	-
Parks Mower #143 (11-foot mower)	\$ 55,000	1	-	-	-
Staff Vehicle (Conferences, Meetings, etc.)	\$ 28,000	1	-	-	-
Connect Ridgeview Subdivision to E. Everest Avenue <i>(Total = \$77,000; \$60,000 - CIP Fund; \$12,000 - Water; \$5,000 - Stormwater)</i>	\$ 60,000	1	-	-	-
Convert Village-owned Street Lights to LED	\$ 110,000	1	-	-	-
Purchase Lot - Transport Way for Road Connection	\$ 120,000	1	-	-	-
Municipal Center Facilities Assessment Study	\$ 105,000	1	-	-	-
Birch Street Multi-Use Path Extension	\$ 6,215	1	-	-	-
Plow Truck #17 (just Truck Chassis)	\$ 140,000	5	-	-	-
Parks Mower #115 (72-inch mower)	\$ 25,000	1	-	-	-
Parks Walk-Behind Mower #142	\$ 5,500	1	-	-	-
Multi-Purpose Mower/Blower #113	\$ 120,000	3	-	-	-
Parks Zero Turn Mower	\$ 22,000	1	-	-	-
Plow Truck #69	\$ 210,000	5	-	-	-
One-Ton Pickup Truck #21	\$ 22,500	1	-	-	-
Grader	\$ 325,000	5	-	-	-



Professional Services Proposal

Outdoor Pool Evaluation
Weston, Wisconsin

WTI Project Number: 16145.01
May 31, 2016

Client

Village of Weston
5500 Schofield Avenue
Weston, WI 54476

Keith Donner
Director of Public Works
T. 715.359.6114
E. kdonner@westonwi.gov

Consultant

Water Technology, Inc. (WTI)
100 Park Avenue, PO Box 614
Beaver Dam, WI 53916
www.wtiworld.com

Ryan Nachreiner
Project Director
M. 920.392.2918
E. rnachreiner@wtiworld.com

Melinda Pearson
Business Development Manager
M. 920.210.2462
E. mpearson@wtiworld.com

Project Understanding

Scope

WTI services involve the on-site observation of the existing aquatic components and professional recommendation regarding aquatic repair, renovation, and replacement.

Description

The project involves an outdoor pool of approximately 13,000 square feet of water surface. The pool includes a zero depth entry area, diving well, play structure, and waterslide plunge area.

Budget

The project budget is undetermined or unknown to WTI.

Schedule

The project schedule is undetermined or unknown to WTI.

Requirements

The following information, materials, and approvals are required for WTI to effectively and efficiently perform the services described in this proposal. The Client shall provide WTI, at no cost, with the following:

- Project site surveys
- Project record drawings, if applicable
- Written approval of WTI produced Deliverables

Scope of Services

Aquatic Evaluation

WTI will consult with the Client to document physical condition of the current aquatic facility and provide recommendations regarding inadequacies. WTI will conduct a non-destructive observation of the aquatic elements to form a professional opinion on necessary repairs, renovations, and replacements. WTI will perform the following tasks:

- Conduct site visit and document current conditions
- Identify deficiencies of aquatic components regarding current local health codes and industry standards. WTI will address the following components:
 - Pool Vessels
 - Pool Finishes
 - Pool Circulation Pumps, Fittings, Valves, Flow Meters, Gauges, and Controls
 - Pool Filtration System and Overflow Recovery System
 - Pool Water Chemistry Treatment System
 - Pool Deck Areas and Equipment
- Develop recommendations for repairs, renovations, and replacements
- Develop Rough Order of Magnitude (ROM) Aquatic Construction Budget regarding recommendations

Deliverables

Aquatic Evaluation

- Aquatic Evaluation Report
- ROM Aquatic Construction Budget

Services Provided By Others

WTI will assist with coordinating all WTI provided services with other disciplines of the project team. A non-comprehensive outline of scope for coordination and exclusion from the proposed WTI Scope of Services is below. The following services and project scope shall be the responsibility of the Client, or other Consultants of the Client.

Architecture

- Change Facilities, Bathhouses, Locker Rooms, Food Areas, Retail Areas, Offices
- Pool Mechanical Equipment Rooms, Pool Chemical Storage Rooms

Civil Engineering

- Parking and vehicular access
- Storm and Sanitary sewers
- Site grading and drainage
- Utility distribution, including gas, electric and water

Feasibility and Operations

- Demographic research and analysis
- Revenue and expense forecasting
- Operational evaluation and analysis
- Facility and market research

Testing and Analysis

- Geotechnical testing and analysis
- Local water testing and analysis
- Water loss and leak Detection

Administrative

- Permits and regulatory fees
- LEED® Registration and Application
- Document reproduction and distribution

Terms and Conditions

Basis of Agreement

This proposal incorporates by reference AIA Document B101-2007, Standard Form of Agreement Between Owner and Architect, or AIA Document C401-2007, Standard Form of Agreement Between Architect and Consultant. The general conditions of the contract will be defined in AIA Document A201-2007, General Conditions of the Contract for Construction.

Scope of Services

Services offered are limited to those services described in the proposal. No other services are offered or implied unless specifically addressed in the proposal.

Expiration

The attached proposal is considered valid for a period of ninety (90) days from the date of the proposal or its last revision date, if any. Proposals older than ninety (90) days are expired, unless reissued by WTI with a reissue date.

Payment

All proposals are based upon payment in US dollars. Invoices will be issued monthly and are payable within forty-five (45) days of date of invoice. An interest rate of one percent (1.0%) per month will be payable on any amount not paid within this time period. Attorney's fees and any other costs incurred in collecting delinquent accounts shall be paid by Client. WTI will invoice professional fees monthly, on a percent complete basis, throughout the project term.

Hourly Charges/Additional Services

WTI personnel will be charged at the following rates:

Principal/Director	\$150.00
Project Manager/Engineer	\$105.00
Creative Studio	\$95.00
Project Design	\$95.00
Mechanical Design	\$75.00
Technical Design	\$65.00
Administrative	\$55.00

These rates are valid for a period of twelve (12) months from date of an accepted proposal. These rates are not valid for work involving claims settlement, expert witness or litigation work. Additional services, if requested by Client, will be performed on a stipulated sum or hourly basis, as agreed to in writing by both parties prior to initiating the additional services.

Reimbursable Expenses

Expenses and services not directly provided by WTI will be invoiced at one and 10/100 (1.10) times cost. Reimbursable expenses include travel expenses, printing of drawings and/or specifications and expedited delivery service. International travel is business class air. Domestic airfare will be coach. These costs are not included in WTI's fee unless specifically noted as included in our proposal. Air fares are based on fourteen (14) days advanced purchase. Costs associated with customer requested modifications to travel arrangements after purchase by WTI will be an addition to the contract sum.

Additional Project Related Costs

The following costs are not included in our proposal and should be anticipated in the owner's budgeting: geotechnical services and reports, topographic and boundary surveys (site surveys), testing, project related insurance, legal and safety consultant services, permits and fees, and marketing and operations development.

Project Requirements

The following information, records and electronic media will be provided to WTI at no cost:

- AutoCAD files of building, site and other work being prepared by others.
- Copies of geotechnical investigations, surveys and programming information.
- Complete set of plans and specifications of the building and site bid documents.

Standard of Care

Services provided by WTI under this Agreement will be performed in a manner consistent with that degree of skill and care ordinarily exercised by members of the same profession currently practicing under similar circumstances and in accordance with the governing codes and regulations adopted at the time of the execution of this Agreement. No other warranty or representation, either expressed or implied, is included or intended in our proposals, contracts, plans and specifications or reports.

Risk Allocation

Client agrees that to the fullest extent permitted by law, WTI's total liability to Client for any and all injuries, claims, losses, expenses, damages or claims expenses arising out of this Agreement from any cause or causes, shall not exceed the total amount of fees for services for this project or twenty-five thousand and no/100 dollars (\$25,000.00), whichever is greater.

Governance

This Agreement shall be governed by the laws of the State of Wisconsin.

Insurance

Notwithstanding any other provisions in this Agreement, nothing shall be construed so as to void, vitiate, adversely affect or in any other way impair any insurance coverage held by either party to this Agreement. During the term of this agreement, WTI agrees to provide evidence of insurance coverage as shown in the example Insurance Certificate attached hereto. In addition, WTI will attempt to maintain continuous professional liability coverage for the period of design and construction of this project, and for a period of three (3) years following substantial completion, if such coverage is reasonable available at commercially affordable premiums. For the purposes of this agreement, “reasonably available” and “commercially affordable” shall mean that more than half the design professionals practicing in this state in this discipline are able to obtain such coverage. Owner will require that any party hired for the construction of the project, including but not limited to the general contractor, construction manager, and subcontractors will include, in addition to the Owner, Water Technology, Inc. and its consultants as additional insured for all policies related to the project. Standard insurance carried by WTI is as follows:

General Liability (Occurrence)	\$1.0 Million USD
General Aggregate (Project)	\$2.0 Million USD
Automobile	\$1.0 Million USD
Umbrella/ Excess (Occurrence)	\$4.0 Million USD
Workers Compensation	Statutory
Professional Liability (Occurrence)	\$2.0 Million USD
Professional Liability (Aggregate)	\$4.0 Million USD

Costs for additional coverage limits, if requested, will be paid for by Client.

Photography

The project architect agrees that any published photos, descriptions or award submittals of the project that include reference to the aquatic work shall include WTI as the aquatic consultant.

Client Services

As part of WTI’s quality assurance program, WTI will contact the Owner regarding services provided by WTI.

Dispute Resolution

In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, Client and WTI agree that all disputes between them arising out of or relating to this agreement shall be submitted to nonbinding mediation unless the parties mutually agree otherwise. Client and WTI further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers or fabricators so retained, thereby providing all mediation as the primary method for dispute resolution, between the parties to those agreements. No mediation arising out of or relating to this agreement shall include, by consolidation, joinder or in any other manner, an additional person or entity not a party to this agreement, except by written consent containing a specific reference to this agreement signed by Client, WTI and any other person or entity sought to be joined. Consent to mediation involving an additional person or entity duly consented to by the parties to this agreement shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

Hazardous Materials

Client represents to WTI that to the best of Client’s knowledge no hazardous or toxic substances within the meaning of any applicable statute or regulation are presently stored, or otherwise located, on the project site or adjacent thereto. Further, within the definition of such statutes or regulations, no part of the project site or adjacent real estate, including the ground water located thereon, is presently contaminated.

Existing Conditions

Inasmuch as the remodeling and/or rehabilitation of an existing site/structure requires that certain assumptions be made regarding existing conditions, and because some of these assumptions may not be verifiable without expending additional sums of money or destroying otherwise adequate or serviceable portions of the building, Client agrees, to fullest extent permitted by law, to indemnify and hold the design professional harmless from any claim, liability or cost (including reasonable attorney’s fees and costs of defense) for injury or economic loss arising or allegedly arising out of the professional services provided under this agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the design professional.

Termination

Either party may terminate the agreement for convenience after seven (7) days written notice of intent to terminate. Client shall be responsible for all costs and charges incurred up to the date of termination, including reasonable costs for WTI to close the work and organize files. WTI agrees not to charge for lost or anticipated profits on the work not completed and will provide copies of work files to Client upon receipt of final payment.

Fee for Professional Services

WTI professional services are offered for a stipulated lump sum, and are contingent upon WTI Terms and Conditions.

Fee for Professional Services\$6,800.00 USD

Project related expenses are included in the proposed fee and include travel, mileage, shipping, and printing. WTI will perform a total of up to the following number of trips to facilitate meetings and/or conduct site visits.

Trips / Visits / Meetings1

Site visit is anticipated to involve one WTI professional for one day, without overnight stay. Additional trips / site visits may be requested for an additional charge plus travel expenses.

This proposal will remain valid for a period of 90 days. Please provide the signature of an authorized representative on the line below indicating acceptance of the proposed scope and fee for professional services.

Water Technology, Inc.

Client

Signature

Signature

Name / Title

Name / Title

Date

Date

From: [Ryan M. Nachreiner](#)
To: [Keith Donner](#)
Subject: RE: Aquatic Evaluation - Outdoor Pool
Date: Thursday, June 02, 2016 4:44:24 PM

Keith, yes, our evaluation will look at the pool and the mechanical equipment that comprise the circulation, filtration, water treatment and heating of the pool water. We'll recommend replacement or repair of any of these components found to be deteriorating, deficient, or if there is a reputable method/system that is more efficient.

We don't typically focus on any one particular new technology, such as solar heaters, unless that is a specific request of yours. Then we'd be happy to discuss in our report how to apply that particular technology to your pool. We address these items from a pool operation and construction standpoint.

Thanks,

Ryan

From: Keith Donner [mailto:kdonner@westonwi.gov]
Sent: Thursday, June 2, 2016 3:22 PM
To: Ryan M. Nachreiner <rnachreiner@watertechnologyinc.com>
Subject: RE: Aquatic Evaluation - Outdoor Pool

Hi Ryan:

Just to clarify as to scope of your proposed work. You will be evaluating the condition of existing mechanical, electrical, and plumbing equipment and specifically will include heat exchangers, heaters and recommend alternatives to current technology, such as feasibility of solar heaters?

Keith Donner

From: Keith Donner
Sent: Wednesday, June 01, 2016 9:29 AM
To: 'Ryan M. Nachreiner' <rnachreiner@watertechnologyinc.com>
Subject: RE: Aquatic Evaluation - Outdoor Pool

Thank you Ryan. I will let you know if I need further clarification or amendments. I will have this on our upcoming Board of Trustees meeting agenda on Monday, June 6.

Keith Donner

[Keith Donner, P.E.](#)

Director of Public Works & Utilities

[Village of Weston](#)

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Want to receive the "**This Week in Weston**" e-newsletter? [Sign up here!](#)

From: Ryan M. Nachreiner [<mailto:rnachreiner@watertechnologyinc.com>]

Sent: Tuesday, May 31, 2016 2:34 PM

To: Keith Donner <kdonner@westonwi.gov>

Subject: Aquatic Evaluation - Outdoor Pool

Keith,

It was nice to speak with you earlier today. As we discussed, attached is our proposal for the evaluation of your outdoor pool. Please review this document and let me know if you have any questions or concerns.

Thank you again,



Leaders in Aquatic Planning, Design and Engineering

Ryan Nachreiner, Project Director

Headquarters

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Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE

June 6th, 2016

MEETING PACKET COVER
SHEET AGENDA ITEM – F.12.



Village of Weston, Wisconsin
Report for the month of May 2016
MONTHLY DEPARTMENT REPORT FROM DEPUTY DIRECTOR OF PUBLIC WORKS

Monthly Department Briefer #2016-05
Michael Wodalski, Deputy Director of Public Works
Monday, June 6, 2016

1. FOR YOUR IMMEDIATE ATTENTION -- TRUSTEES.

- The Ridgeview Subdivision connection to E Everest Ave Construction Project Award is included in the Board Packet

2. STRATEGIC PLAN PROJECT STATUS.

- Strategies for Reduced Energy Consumption.
 - **LED Light Fixtures:** Fixtures have been delivered. With some staff shortages in various departments and the rainy weather, installation has been delayed and will begin on Monday June 6. Per the grant the Village received, fixtures need to be installed by June 30th.
 - **Mobile Access/Maintenance Management Software:** Operations staff has received mobile tablets and training continues with these. We are working towards having more complete and real time updates on maintenance activities being performed by staff.
- Workload and Labor Needs Analysis in Services Division
 - Working with the operations team on projections for operation and maintenance workload for the 2016 construction season. By looking at all of our services divisions as a whole instead of individual groups we should be able to discover opportunities to gain capacity in our tasks and better utilize staff. J Borth, D Behnke, T Skrzypchak, S Osterbrink, K Donner and myself have been getting together once a week to schedule and collaborate on upcoming work. This will be an ongoing task and should provide us better opportunities to utilize our resources.
 - The month of May had staff completing spring yard material pickup, installing meters for irrigation, taking care of new tree plantings (packing, mulching, watering and setting up irrigation lines) by the Ross Ave Roundabout, Canoe/Kayak Launch, and Business Park North Berm between RyanAmy/RandyLyn and Commerce Dr (Wausau Supply), street sweeping, inlet repairs ahead of overlay projects and hydrant flushing. There was also a big focus on getting the Aquatic Center ready and keeping up with park maintenance for use by youth baseball, repairing vandalism and general mowing. Unfortunately, one item that hasn't been addressed in as timely a manner is the boulevard/median landscaping along our main corridors. As staff gets caught up with other tasks, this item will be addressed.
- Infrastructure Master Plans
 - Draft Capital Improvement Plan is completed, working with K Donner on prioritizing and working through the projects.
 - Street maintenance scheduling is an ongoing task. It looks like Fahrner is planning to crack seal around the week of June 13th, but an exact date has not been established yet. Additionally, the

repair on the Ross Ave bridge deck is slated to take place around the week of July 18th. We're still working on confirming the tentative schedules for the overlay and chip-sealing projects.

- Vehicle and Equipment Fleet Replacement
 - There is an updated fleet replacement plan in the PIC packet for the month of June. There have been some small modifications made regarding equipment purchases moving forward. The most significant is the substitution of a combination snow plow truck/leaf truck as opposed to a separate plow truck in 2017 and a replacement leaf truck in the future. With the age of our current leaf truck, the maintenance required to keep the truck on the road is beginning to be difficult to keep up with. As opposed to having a truck that is only used 2-3 months out of the year, staff felt it would be beneficial to utilize a hook lift system (Swaploader) technology in order to have a truck that could be used all year.
- Policy and Ordinance Development/Revisions
 - Submitted updates of Brush and Yard Material Pickup Policy as well as Snow and Ice Control Policy to D Guild. Will be working on fine tuning that document.
 - A draft neighborhood traffic management policy has been included in the PIC packet for 6/6/2016. If recommended by PIC to move forward, this item will likely be brought to the Board of Trustees later in June. A neighborhood traffic management policy would help the trustees, staff and general public better understand what the guidelines are for dealing with traffic issues and what steps can be taken to address these concerns. The Village receives several inquiries a year about traffic issues. At the last board meeting there was a resident who had an issue with speeding and was looking for guidance on what to do next.
- Wage & Compensation Plan Advancement Guidelines – see item 5.
- Technology Integration
 - As mentioned above with the mobile technology, staff will soon have all mapping and asset information readily available.
- Implement/Improve Outreach/Public Education
 - National Public Works Week was May 15-21. Several staff members were able to participate in a Public Works Day at the Farmers Market on Saturday the 21st. The event seemed to be fairly well attended and the kids seemed to really enjoy getting to see the equipment, sitting in the driver's seat and especially honking the horns.

3. BUDGET AND FINANCIAL PLAN STATUS.

- CIP is being updated.
- Will be working with J Jacobs over the next month or so to go over the revised Fleet Replacement plan with any modifications and updates for 2017.

4. EMPLOYEE DEVELOPMENT & ENGAGEMENT.

- Staff members participated in Public Works Day.
- Public Works staff attended safety training related to Hazard Communication, Fall Protection, Lock Out Tag Out and Operation of Powered Industrial Vehicles (Forklifts).

5. PERFORMANCE AND METRICS.

- Continue to work with K Donner and the Operations Foreman on the Wage and Compensation Matrix, specifically how one moves up the ladder as well as horizontally. Once completed staff should have a clear picture of what needs to be accomplished in order to move through the steps and grades of the various positions.

6. COMMUNITY FEEDBACK

- There were some really good compliments given for the equipment being at the Farmer's Market. We should look into having more events like this to further the Village's image with the public. One idea that was talked about briefly was getting equipment in the DC Everest Homecoming Parade this coming fall.
- There seems to be an increase in requests for drainage improvements throughout the Village. A lot of these requests are in areas where ditches are not well defined and in most cases the street is the low spot and water just sits until it evaporates, soaks into the asphalt, or it just stays in a puddle. With the amounts of rain we've received these past weeks, it's been busy checking out drainage concerns.
- The amount of phone calls and complaints/concerns regarding spring pick up were virtually nonexistent this past spring (except for a few residents on the first few days who received the newsletter late). It appears that being able to give residents the scheduled dates of pick up was extremely useful. Hopefully it reduced any concerns the Trustees received from the public as well.

7. IDENTIFIED NEEDS.

- In investigating drainage concerns and evaluating streets this spring, it has become apparent that a lot of the curb in the Village is beginning to deteriorate rapidly. Curb replacement/rehab hasn't been a traditional budget item except for a few spot repairs here and there. Moving forward we will need to increase/create a budget allowance for this item. The likely source of these funds should be the storm water utility as curb is a drainage mechanism. Thus, once it is deemed feasible to create a curb replacement/repair fund it should be established. If curb is not repaired, it begins to negatively impact the street surface as water is no longer able to effectively drain away from the surface which accelerates the deterioration of the street surface. This is especially true in late fall and early spring where freeze thaw cycles can happen within 24 hours.

8. NEW IDEAS & OPPORTUNITIES.

- Cooperation amongst the traditional departments of Parks, Streets and Utilities continues to improve. This appears to be a great opportunity to get staff cross trained and improve internal capabilities. This has been evident this spring as staff has been sharing the workload with being short an employee in the utility department due to surgery and also having a new hire in the utilities and one in parks there has been a learning curve to get those employees up to speed, as well as fully trained with their CDLs. Staff will continue to work together to better provide the level of service expected by our residents.

9. MISCELLANEOUS COMMENTS / ISSUES.

- There has been great staff feedback regarding the purchase of the mini-excavator. I'm not sure if the machine has actually sat idle for more than a day at a time since it was delivered. This is a piece of equipment that has already made a difference in our operations and is helping staff be more productive by having the appropriate tool for the job.

**Village of Weston, Wisconsin
REGULAR MEETING OF THE PROPERTY & INFRASTRUCTURE
COMMITTEE**

June 6th, 2016

**MEETING PACKET COVER
SHEET AGENDA ITEM – F.13.**



Village of Weston, Wisconsin
Report for the month of May 2016
MONTHLY DEPARTMENT REPORT FROM DIRECTOR OF PUBLIC WORKS & UTILITIES

Monthly Department Briefer #2016-05

Keith Donner, Director of Public Works & Utilities

Monday, June 6th, 2016

1. FOR YOUR IMMEDIATE ATTENTION -- TRUSTEES.

- Utility Worker, Trevor Skerven passed his water supply operators exams for Distribution, VOC removal, and Groundwater.
- Metropolitan Planning Organization does not have a chairman after all. Allan Opall, though appointed by the County Administrator, has declined to serve in the position. MPO indicates 1st preference is for a chief elected official from a member organization. George Peterson will continue to serve as Vice Chair, but not as Chair. If no elected officials are interested the duty may be opened up to an appointed official from a member community.
- While adjusting curb box damaged by developer, utility staff accidentally tweaked curb stop open at house under construction by Denyon Homes in Edgewood subdivision on 5/12 approx. 3:00 PM. Water soaked some carpet in basement but restoration company on-site late in day to dry basement out. Insurance incident/claim was filed and is being covered.

2. STRATEGIC PLAN PROJECT STATUS.

- J. Higgins, M. Wodalski, S. Osterbrink, and K. Donner continue to meet every other Monday to coordinate areas where Public Works & Utilities, Parks, Planning & Development need to collaborate under the umbrella of Services Division. Coordinating efforts on strategic plans of the 3 functional areas is something we have yet to address, as we are currently keeping up with more of the day-to-day issues for the current year. An agenda is being prepared for the meetings.
- Comprehensive Plan Update
 - Reviewed Chapters 1, 2, 5, and 11 and provided comments to Higgins.
 - Continuing to participate in regular meetings with team from JSD Professional Services and J. Higgins, et. al. of Village re: SE Quadrant of STH 29/CTH X; a.k.a. "Camp Phillips at 29."
 - Focus of past few weeks has still been review of the wetland delineation report submittal from JSD for the Wisconsin DNR. The process continues.
 - WisDOT traffic modeling has been completed for now. JSD has furnished village staff with a draft Traffic Impact Analysis. Wodalski and I discussed some revisions with Bill Dunlop and Justin Frahm of JSD. After revisions are made the TIA will be forwarded to DOT. I would also expect WisDOT to potentially advocate for some wetland impacts in order to achieve cleaner access to the proposed Camp Phillips at 29 neighborhood development.
 - The open house for the Camp Phillips at 29 neighborhood development took place on May 9.
- Transport Way/Weston Avenue
 - Addressed questions at open house for SE neighborhood at transportation station. Steve Meinel commented on 5/09 he was not in favor of the rear access road and returned his form indicating he does not give us permission to perform surveys on his property. Members of the Gibbs family indicated they understood the proposal and didn't indicate objections. Administrator Guild has been contacted by Wausau Child Care and there is no indication of objection at this point.

- Have received permission forms for survey and wetland delineation from Bruce Flora, Jason Blenker (4103 Weston Avenue), and Gibbs family.
- Addressed other calls from property owners regarding access control efforts on Weston Avenue.
- Higgins and I had a conference call with REI and Keller re: a proposal for a Conditional Use by Lamer's on Transport Way. They have been advised to obtain wetland concurrence before proposing a site plan.
- Intergovernmental agreements.
 - Corresponded with M. Thuot of Schofield re: cleaning and televising of Ross Avenue sewer. Will follow up with proposal for long term agreement on this critical sewer interdependency based on discussion we have had over the past 2 years. (See #9, Miscellaneous Comments/Issues below)
- Strategies for Reduced Energy Consumption.
 - M. Wodalski coordinating LED street lights installation.
- Water Rate Case
 - Rate case application has stalled due to Finance focus on 2015 report to Wisconsin Public Service Commission. Telephone conference call took place with Jacobs and Ehlers on 6/3. Next follow-up to be on 6/14.
- Workload and Labor Needs Analysis in Services Division
 - Services Division Management and Supervisory team worked on surge of workload to prepare parks for 2016 season. Wodalski is developing spreadsheet for annual schedule. Deficiency of manpower is most critical in early mowing season before seasonal help arrives and during water utility spring distribution system flushing. Workforce is also currently down one person due to a medical issue with one of the utility operators.
- Infrastructure Master Plans
 - Contract for Ross Avenue and Mesker-Colleen lift station replacements were awarded to Haas Sons, Inc., 4/18. Old Castle Glass easement has been recorded. Start date has recently been indicated as approximately July 1.
 - Meeting with R. Roth is scheduled for 6/9 to discuss work on RFP's for sewer interceptor system evaluation and sewer use ordinance and rate study.
 - J. Wallenkamp and J. Schoenborn of Kueny Architects provided a draft of the preliminary facilities' assessment on May 26.
 - Proposal for Aquatic Center assessment by Water Technologies is on 6/06 agendas for PIC and BOT.
 - CIP for infrastructure is in process.
- Policy and Ordinance Development/Revisions
 - Sewer Utility Ordinance update will has been discussed with R. Roth.
 - Assembling information for preparation of RFP for condition assessment of sanitary sewers
- Wage & Compensation Plan Advancement Guidelines
 - Provided a memo and back-up on wage recommendations for streets and utilities personnel to Administrator on 5/12. Additional fine tuning needs to take place with team to tie in with recommended wage adjustments and reviews. Team needs to take next step of articulating criteria better referenced to job descriptions. Possibly think about reducing number of job titles in wage and compensation matrix.
- Technology Integration

- K. Donner completing RFP for Automated Meter Reading and Advanced Metering Infrastructure (AMR/AMI). Updated estimate for full implementation with meter replacements is approx. \$1.7 M. Costs to be included in projected utility expenses for rate case analysis.
- Safety Manual Update and Training
 - Fehr Graham completed 2nd phase of required programs training (Fall Protection, Hazard Communication, Control of Hazardous Energy (Lock-out Tag-out)) on 5/11 and 5/12. Also conducted Powered Industrial Vehicle (fork lift) training and certifications. Have discussed CPR and First Aid training with Brad Mroczenski.
- Water and Sewer Main Extension Policy
 - Reviewed policies from other communities, but not substantial differences in principles that customer/developer pays for costs of extensions and financial burden to existing customers for extensions is minimized. Plan to discuss proposed changes to our main extension policy with the PIC committee in June or August.

3. BUDGET AND FINANCIAL PLAN STATUS.

- Water rate case and CIP are on hold with Ehlers. See #2 above.
- Water utility report for Public Service Commission was submitted by Jacobs/Finance on June 2.

4. EMPLOYEE DEVELOPMENT & ENGAGEMENT.

- Attended Convention & Visitor's Bureau Tourism Summit on 5/02 at Jefferson Street Inn with S. Osterbrink, J. Higgins, and M. Wodalski.
- Filled in for Administrator at May 4 all-staff meeting. Presented Competent Person Certifications for Excavation to operations staff.
- Upgraded hardware (laptops/notebooks) for utility staff has been received.
- Continue to emphasize need to collaborate on maintenance needs affecting park and R.O.W. aesthetics in weekly scheduling meetings with Operations Foremen (Behnke, Skrzypchak, Borth), S. Osterbrink and M. Wodalski. Work that can be assimilated by other specialized areas is being assigned, such as plumbing related issues to utilities, and banner/light pole issues to street staff.
- All Services Division employees in operations roles attended training for Fall Protection, Hazard Communication, Lock-out Tag-out, and Fork lift certification by Bill Ripley of Fehr Graham on 5/11/16 and 5/12/16. Attended MPO meeting on 5/10
- Attended meeting of Wausau Area Utilities group at Wausau Water Treatment Plant on 5/12 with D. Van Swol. - Communities represented were Rothschild, Schofield, Rib Mtn (Sanitary District), Wausau, Kronenwetter, Weston.
- Participated in public works public relations event at Farmer's Market on 5/22, coordinated by Wodalski.
- Met with utility team on 5/26 regarding newsletter articles for annual water quality report and vehicle policy among other miscellaneous topics.
- Captaining the "Wooden Spoons" team in the Great Corporate Challenge wellness event.
- Department Directors are working on performance reviews with Administrator Guild. Reviews of staff to follow.

5. PERFORMANCE AND METRICS.

- Meeting weekly with Administrator to discuss priorities. Discussed concerns about wage adjustments and employee reviews on 4/25.

- Working with Deputy Director Wodalski and staff on Wage and Compensation Plan training and competency matrix with goal of establishing advancement guidelines for Services Division Employees. Discussed same with Administrator on 4/26.
- Attended Lumin Leadership training on 5/4 and 5/31 with Department Directors.

6. COMMUNITY FEEDBACK

- Several complaints on condition of landscaping in medians. Street operations assisting with additional manpower on 6/3.
- Obtained information regarding easement for ACE Hardware from Associated Bank for Corey Barnes, Associated Bank in response to questions about maintenance of driveway, perceived as public alley.
- Responded to question from Connie Budleski (Realtor) re: Everest Hilltop Addition (Horshoe Drive) plat at SE corner of Weston and Alderson. Plat requires wetland delineation. Realtor was advised the plat should be vacated as wetlands would not permit the streets to be constructed as originally platted in 1960's. Infrastructure costs would be responsibility of developer.

7. IDENTIFIED NEEDS.

- Prepare letter affirming RCA/REU assessment for all properties in assessment district
- Utility topics for June newsletter
- R.O.W. maintenance policy addressing limits of Village involvement and responsibilities of property owners. Several recent comments have been received re: condition of landscaped medians and areas expected to be mowed by the Village.

8. NEW IDEAS & OPPORTUNITIES.

- DPW and Planning staff met with Brian Haack, a potential developer of a multi-family site at Ross and Aspen, on 5/02.
- Higgins, Wodalski, and I met with siblings of the Bill Hinner family on 4/25 to discuss potential development of their property. They have been contacted by a potential developer of a multi-family housing project from the Green Bay area associated with Dean Prohaska. Discussion about this parcel with Prohaska seems to have ceased.
- Higgins, Wodalski, Guild, and I met with Gary Guerndt and his associates on 5/19 for a conceptual plat conference regarding a proposal for a subdivision on the Monk property located between Ross Avenue and Sternberg west of Birch Street (Misty Pines).

9. MISCELLANOUS COMMENTS / ISSUES.

- Wausau Supply reported sewer back-up in late afternoon of 5/12. Staff found obstruction in the main and build-up of wastes from paint area. Contacted Joe Jordan who came on site approx. 5:00 PM and he indicated Wausau Supply had their lateral jetted recently. Likely pushed debris in to sewer main flow line and it did not continue to move downstream creating a blockage in the main. RMMSD was notified of situation on 5/13. They report getting white-grey coating on tanks at their facility. Staff reported additional material on 5/26. Additional follow up is needed with Wasuau Supply and RMMSD.
- Schofield staff and camera crew from Northern Pipe & Equipment were on Ross Avenue on 5/3 and found additional build-up of material in main from Industrial Drive to east. Schofield unable to clean with any effectiveness, but had Northern Pipe televise the line. M. Thuot provided copy of video on 5/10. Village staff cleaned the sewer from Industrial Drive to east on 5/11. M. Schroedel of Crystal Finishing was notified

of situation. The previous incident of material in the Ross Avenue sewer from the Crystal Finishing extrusion process occurred on 4/05. Village utility staff worked on clearing the line from 10:00 AM through 4:45 PM. Informed M. Thuot of Schofield and Crystal Finishing. Guild, Higgins, and I met with Mark Matthaie on 5/20 to discuss items including wastewater pre-treatment from the aluminum extrusion area. Reviewed recent history of sewer cleaning events, past water usage, and experiences of NEW Water (f.k.a. Green Bay Metropolitan Sewerage District) with similar troublesome industrial dischargers in preparation for meeting. Also discussed with City of Wausau wastewater staff. **Details of recent sewer cleaning events were not discussed at length, but Mark indicated Crystal Finishing would be implementing a removal process for the extrusion area within 60 to 90 days. Rather than bill Crystal Finishing for the cleaning by Schofield and Northern Pipe & Equipment the plan is to work with Schofield on the intergovernmental agreement and have the interceptor cleaned from Alderson to the Schofield lift station to establish the baseline of clean condition for the sewers which Weston relies upon for its customers.**