

SPECIAL VILLAGE BOARD AGENDA  
MONDAY, JULY 27, 2015  
6:00 P.M.  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVE.

Roll Call

1. Discussion in regards to the Capital Improvements Plan 2016-2020
2. Adjourn

David E. Cox, Village Administrator

Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Darlene Igl, WCMC/CMC, Village Clerk, at 262/367-2714. The Municipal Building is handicap accessible

## MEMORANDUM

**TO:** President and Village Board  
**FROM:** David E. Cox, Village Administrator  
**DATE:** July 24, 2015  
**SUBJECT:** CIP Discussion



Your packet for the Capital Improvement Plan meeting, which will be held at 6:00pm (not 5:00pm as originally anticipated), includes a revised plan for the years 2016 to 2020. The packet also includes various memos and other material in support of the proposed plan. At the meeting, the Village Board will be asked to review the updated plan, consider its approval and provide direction on the anticipated funding via bond issuance. This memo will provide some preliminary comments upon which staff will expand on Monday.

Based on staff review of the CIP and the way it has been designed, staff will be recommending a two-year borrowing to the Village Board to cover work planned for 2016 and 2017.

### STREETS

The program includes the work on Church, Nixon, Renson and Lawn to repair the streets after significant utility projects in this area. As the Board will recall, these streets were moved up in priority due to the heavy patching and conditions. Additionally, the program includes a multi-year process of reconditioning the streets in Bristlecone Pines. Road construction continues to be coordinated with utility work so street rehabilitation follows utility work by one or two years.

Additionally, this section includes the aggressive crack sealing and repair work in accordance with the 24-year life cycle plan recently approved by the Village Board.

### STORM SEWER

This section outlines the usual expenses related to keeping this system in proper condition and provides for regular repairs and replacements. Additionally, the Board will note the inclusion of funds for the dredging of Nixon Park pond as well as funds for study of this pond. The intent of the "study" funds is to find a way to modify either the pond or the inlet area for the pond to decrease the amount of sediment that enters the pond or captures the sediment before it enters the pond proper. The expected end result of the study and future construction effort would be to significantly extend the time between dredgings of the pond, which is currently performed about every ten (10) years.

The Board will also notice that the costs for improvements to our storm water system to reduce the amount of phosphorous we discharge are not known at this time. The related study is

ongoing and once that is complete and final recommendations for improvements have been generated, we will be able to assign cost estimates.

## PARKS

In addition to the usual path upgrades, updates to the public tree information and Comprehensive Outdoor Recreation Plan updates, this section also includes a new shelter at Centennial Park and a bathroom at Penbrook. Both of these improvements have been moved back in an effort to allow Park Impact Fees to be collected from the new households in order to offset the costs of these new facilities. There are also funds included to repair the donor recognition area at the Fine Arts Center.

Also included in this section is the replacement of pedestrian bridges in Bark River Park and Nixon Park at a cost of \$38,000 and \$26,000, respectively. Staff was asked to price these bridges as both open bridges as they are today and as covered bridges with a roof structure overhead. The estimate to add a roof structure to the bridges has an estimated initial capital cost of \$15,000. During the meeting, the Village Board will be asked to discuss its preferences related to the bridges. In addition to the aesthetic enhancement for the bridges, staff would anticipate that the overhead protection would afford some savings in snow and ice removal. There would, of course, be some additional maintenance costs related to the roof.

## OTHER IMPROVEMENTS

This section includes funding for downtown parking lot projects. Staff has been working on concepts for parking improvements that are on private property in order to aid in the discussions with these private property owners. In most cases, very preliminary discussions about these parking lots have taken place with property owners or their representatives. Attached to this memo are concept plans for three (3) parking areas on private property that are proposed for development as partnerships through which improved parking is created on the property and the spaces are made available to the public either at all times or on a restricted basis depending on the use of the properties. Funding in 2016 is intended to cover the cost of implementing the parking on Goodwin and Haight and behind the US Bank building in coordination with the Riverwalk development. The future funds are related to the larger parking area conceived for behind the properties on the south side of E Capitol Drive.

Memos are attached from Dave Dean related to Fire Department requests.

## UTILITIES

Of note in the utilities section are the major sewer projects that are showing in 2019 and 2020. The Arlene Lift Station, Sunnyslope Drive Sewer Main and Cardinal Lane Pump Station are all

capacity enhancements that may be necessary when flows increase due to development. The metering activities the Village will be undertaking in the next few years will help indicate when these improvements will need to be implemented. Their placement on the Plan is simply for place holding at this point.

#### FUNDING

Once the Village Board has discussed the projects and feels comfortable with the Plan, especially for 2016 and 2017, staff would like to consider the funding mechanism. The total cost of the proposed Plan for these two years is \$3,724,708 of which \$955,000 is in the utilities and 98,355 is funded by other sources leaving a General Fund borrowing of approximately \$2,670,000. We have asked Ehlers to project various borrowing scenarios and will be prepared to discuss those in more detail on Monday. With general direction from the Board on Monday, staff will return later in the year with a more detailed borrowing plan with the anticipation that the Village will issue debt in late 2015.

DCIP 2016 - 2020 Comments

cc:

VILLAGE OF HARTLAND  
CAPITAL IMPROVEMENTS PLAN 2015-2020

PROJECT NAME	2013 PASER	ANTICIPATED PASER PRIOR TO REPAVING	PREVIOUS YEAR PAVED	AGE AT REHABILITATION	2015	2016	2017	2018	2019	2020
<b>STREET IMPROVEMENTS</b>										
MAPLE AVENUE (CP RAIL TRACKS TO CAPITOL)	6	5	1988	27	\$ 200,000					
MAPLE/COTTONWOOD RR QUIET ZONE					\$ 215,000					
SWEETBRIAR LANE	6	5	1986	20		\$ 186,000				
PINEGROVE COURT	6	5	1997	19		\$ 37,000				
EVERGREEN CIRCLE	6	5	1997	19		\$ 178,000				
CHURCH STREET	6	5	1989	17		\$ 110,000				
NIXON AVENUE	6	5	2000	16		\$ 109,000				
RENSON ROAD (NIXON AVE TO CIRCLE DRIVE)	7	5	1988	18		\$ 112,000				
LAWN STREET (NIXON TO CHURCH)						\$ 50,000				
PINEVIEW COURT	6	5	1997	20		\$ 56,000				
FONDEROSA DRIVE	6	5	1996	21		\$ 316,000				
THORNBUSH CIRCLE	6	5	1997	20		\$ 193,000				
PINYON COURT	6	5	1997	20		\$ 44,000				
CEDAR BEND	6	5	1996	21		\$ 87,000				
BALSAM COURT	6	5	1996	21		\$ 20,000				
ARLENE DRIVE	6	5	1996	21		\$ 258,000				
BLUE SPRUCE CIRCLE	6	5	1997	21		\$ 209,000				
BRISTLECONE DRIVE	6	5	1996	22		\$ 600,000				
CYPRESS COURT	6	5	1997	21		\$ 38,000				
JUNIPER WAY	6	5	1996	22		\$ 266,000				
ARLENE DRIVE ENTRANCE	6	5	1996	22		\$ 75,000				
INDUSTRIAL DRIVE	6	5	1994	25				\$ 375,000		
GRANARY CIRCLE	7	5	1997	22				\$ 195,000		
HARVEST WAY	6	5	1997	22				\$ 45,000		
MARKET LANE	7	5	1995	24				\$ 45,000		
CARDINAL LANE	6	5	1995	24				\$ 135,000		
NORTH AVENUE	6	5	1988	22					\$ 100,000	
PALMER DRIVE	6	5	1988	22					\$ 115,000	
WOODLANDS COURT	6	5	2000	20					\$ 135,000	
TENNEY AVENUE	7	5	2000	20					\$ 85,000	
MANCHESTER LANE	6	5	1993	27					\$ 100,000	
LINDENWOOD DRIVE	6	5	1995	25					\$ 85,000	
SUNNYSLOPE DRIVE (RAE TO MERTON)									\$ 276,000	
GIS CONVERSION - STREETS					\$ 10,000					
CRACK SEALING					\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 40,000	\$ 40,000
PATCHING					\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
POTHOLE REPAIR					\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
<b>SUBTOTAL STREET IMPROVEMENTS</b>					\$ 516,000	\$ 873,000	\$ 1,065,000	\$ 1,279,000	\$ 876,000	\$ 977,000
<b>STORM SEWER IMPROVEMENTS</b>										
MISC. STORM SEWER REPAIR					\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
STORM SEWER CB REPAIR					\$ 40,000	\$ 45,000	\$ 45,000	\$ 50,000	\$ 50,000	\$ 50,000
GIS CONVERSION - STORM					\$ 10,000					
NIXON PARK DREDGING						\$ 40,000		\$ 160,000		
NIXON POND MODS DESIGN/CONSTRUCTION					\$ 4,200			\$ 50,000		
NIXON PARK SOUTH SHORELINE RESTORATION (KASIAN CONST 2011)					\$ 700	\$ 4,300				
FIRE STATION SHORELINE RESTORATION (VALIA CONST 2012)					\$ 2,600	\$ 2,600				
NIXON PARK & HARTBROOK PARK SHORELINE RESTORATION (GIBRALTAR CONST 2014)					\$ 55,000	\$ 55,000	\$ 4,600			
STORM WATER MANAGEMENT PLAN# (DNR GRANT - see below)					\$ 167,500	\$ 201,900	unknown at this time			
PHOSPHATE MANDATE - TOTAL MAXIMUM DAILY LOAD IMPROVEMENTS					\$ 167,500	\$ 201,900	\$ 104,600	\$ 315,000	\$ 105,000	\$ -
<b>SUBTOTAL STORM SEWER REPAIR</b>					\$ 516,000	\$ 873,000	\$ 1,065,000	\$ 1,279,000	\$ 876,000	\$ 977,000

SIDEWALK & CURB AND GUTTER IMPROVEMENTS						
MISC. SIDEWALK & CURB REPAIR (VILLAGE WIDE)				60,000		
<b>SUBTOTAL SIDEWALK/C&amp;G IMPROVEMENTS</b>				<b>60,000</b>		
<b>PARK IMPROVEMENTS</b>						
REPAVE PATHWAYS NOTTINGHAM PARK (WIDEN TO 8 FOOT)	15,500		65,000			
REPAVE PATHWAYS MILL PLACE (WIDEN TO 8 FOOT)					26,000	
REPLACE PED BRIDGE - NIXON PARK SOUTH				38,000		
REPLACE PED BRIDGE - BARK RIVER PARK						
TREE SURVEY - STREETS						
FAC - DONOR RECOGNITION REPAIR						
NIXON TENNIS COURT REPAIRS				20,000		
GIS CONVERSION - PARKS						
CENTENNIAL RESTROOMS						
CENTENNIAL PICNIC SHELTER					60,000	
PENBROOK - BATHROOM FACILITY/DRINKING FOUNTAIN						
CORP STUDY UPDATE					16,000	
						250,000
<b>SUBTOTAL PARK IMPROVEMENTS</b>	<b>25,500</b>	<b>87,000</b>	<b>58,000</b>		<b>102,000</b>	
<b>OTHER IMPROVEMENTS</b>						
Police Department	12,000					
EVIDENCE LOCKER						
Subtotal Police Department	12,000					
<b>Municipal Building/Cemetery</b>						
RETAINING WALL REPLACEMENT - DOWNTOWN VILLAGE PARKING LOT						
GUTTERS AND DOWNSPOUTS FOR MUNICIPAL BUILDING						
DOWNTOWN DECKS/WALKWAY						
NOT CURRENTLY KNOWN						
DOWNTOWN PARKING LOT PROJECTS			150,000			
GIS CONVERSION - CEMETERY						
GIS LAYOUT LUTHERAN CEMETERY UPPER						
GIS LAYOUT LUTHERAN CEMETERY LOWER						
CEMETERY PAVING-LUTHERAN UPPER						
CEMETERY PAVING-LUTHERAN LOWER						
CEMETERY COLUMBARIUM - 48 Unit = \$44,500, 72 Unit = \$49,350						
CEMETERY DEVELOPMENT (345 HILL ST PROPERTY)						
GIS CONVERSION - ENVIRONMENTAL SERVICES						
<b>Subtotal Municipal Building</b>	<b>92,000</b>	<b>185,000</b>	<b>91,000</b>		<b>550,000</b>	
<b>Fire Department</b>						
PAINTING OF SURVIVE ALIVE HOUSE						
NOZZLE AND WATER DISTRIBUTION ADDITIONS						
EXTERIOR DOOR REPLACEMENT AND KEYLESS ENTRY SYSTEM						
REPLACEMENT OF TRUNKED RADIO SYSTEM AND HAND HELD UPGRADES						
ADA ACCESSIBILITY FOR BATHROOMS, ENTRY TO FIREHOUSE AND SURVIVE ALIVE HOUSE						
<b>Subtotal Fire Department</b>	<b>27,500</b>	<b>19,500</b>	<b>15,000</b>			<b>30,000</b>
<b>Recreation Department</b>						
VILLAGE HALL COMMUNITY CENTER STUDY						
VILLAGE HALL COMMUNITY CENTER UPGRADE						
<b>Subtotal Recreation Department</b>	<b>20,000</b>					
<b>Library</b>						
<b>Subtotal Library</b>						
<b>Miscellaneous Projects</b>						
Trunk, Radio, Consolidated Waukesha County Dispatch						
<b>Subtotal Miscellaneous Projects</b>	<b>4,854</b>	<b>4,854</b>	<b>4,854</b>		<b>4,854</b>	<b>4,854</b>









BLDG #1  
32 UNIT APARTMENT BUILDING  
(3 STORY)  
32 UNDERGROUND PARKING STALLS

24 sp

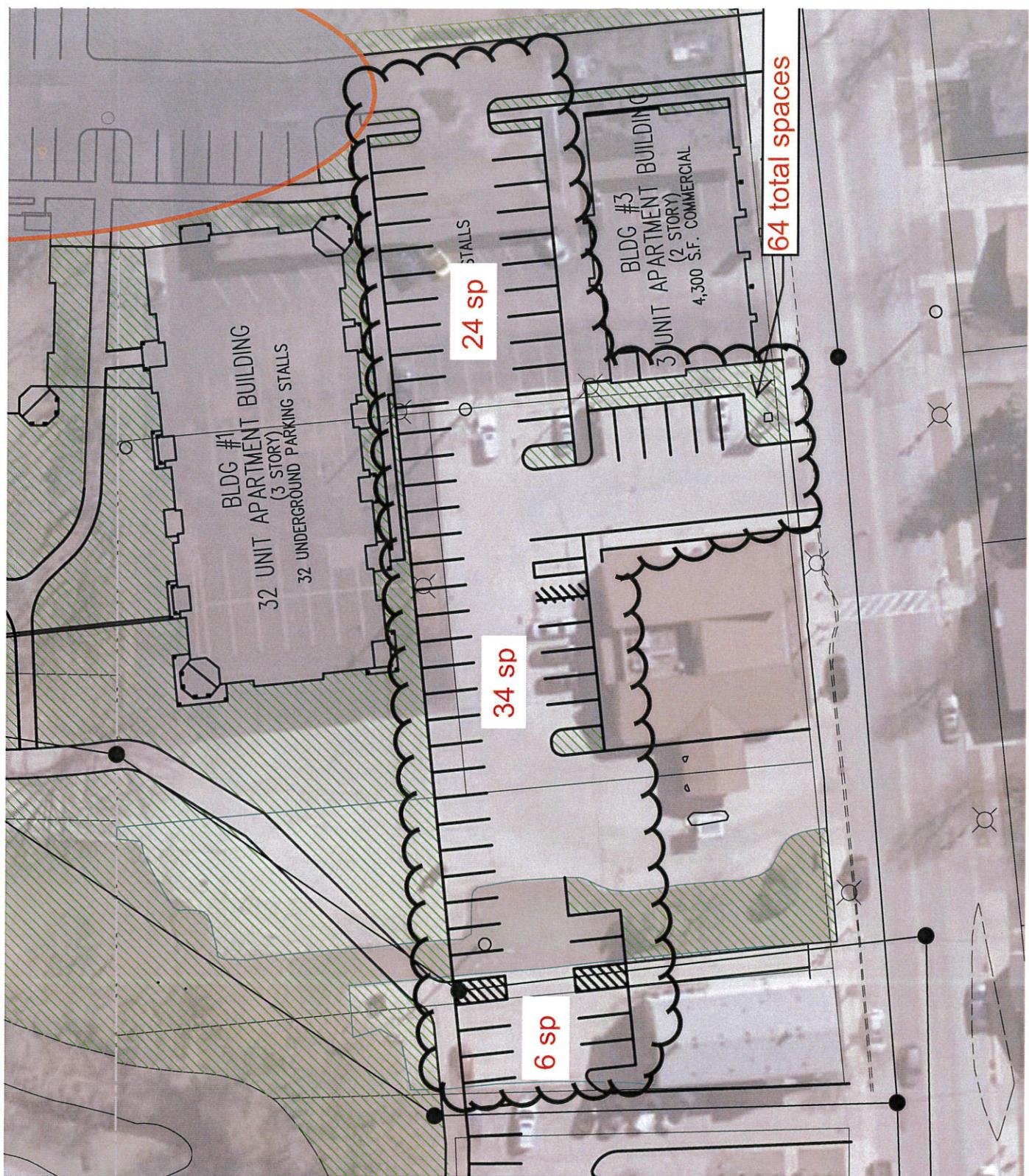
34 sp

6 sp

STALLS

BLDG #3  
3 UNIT APARTMENT BUILDING  
(2 STORY)  
4,300 S.F. COMMERCIAL

64 total spaces



# Memo

**To: Village Board,  
Administrator Dave Cox**

**From: Dave Dean**

**Date: July 20, 2015**

**Re: Nozzle and water distribution/upgrade/replacement**

.....

Due to the availability of new, enhanced technology and improved firefighting techniques, as well as Hartland's larger homes and businesses, which contain increased fire loads and flammable materials, Hartland Fire Department hopes to upgrade, enhance, and in some cases, replace the longstanding apparatus nozzle configuration in order to meet the needs of the community and better protect our citizens and property.

Currently, the variety of nozzles/nozzle configurations on HFD apparatus:

- Have significantly less water flow capabilities than are now available
- Are larger, heavier, and more cumbersome than nozzles now available used in the fire service
  - Less water flow combined with greater work of handling means increased time to extinguish and firefighter fatigue, thereby decreasing safety
- Are not adequate in number to meet fire ground needs
  - At times, nozzles must be shared between hose lines to accomplish necessary tactics.
- Are twenty to thirty years old
  - While initially top of the line, are due to be upgraded to meet today's standards

The modern standard of nozzle:

- Flows increased gallons per minute using 1-3/4" hand lines
  - In order to meet the desired gallons per minute with current HFD nozzle configurations, a 3" line is required, with higher pressure and lower maneuverability
- Supports improved firefighting techniques, such as HFD's practice of Transitional Attack
  - Transitional Attack effectively suppresses structures with 50% or greater involvement with an aggressive, strategic, short lived exterior attack, flowing large amounts of water to knock down existing combustion, quickly transitioning to interior attack, saving the remaining structure. (In years

past, 50% involvement would have meant an entirely defensive attack with property lost.)

- With current HFD nozzle configurations, hose lines have to be switched to accomplish this tactic, which increases the time, thereby decreasing the efficiency of the tactic.

Requested costs:

- Will fund the start of a standard hose line appliance replacement schedule, with continued upgrades over time, similar to apparatus or turnout gear replacement schedules.
- Will contribute toward long hose line appliances necessary for large industrial buildings/complexes
- Estimated cost: \$19, 500.00

The increase in capabilities and performance offered with these updates will greatly increase Hartland Fire Department's performance and life-saving capabilities.

Respectfully submitted in appreciation of your consideration.

# Memo

**To: Village Board,  
Administrator Dave Cox**

**From: Dave Dean**

**Date: July 20, 2015**

**Re: Exterior and interior door replacement with AC addition**

- 
- Two exterior access doors at the fire department are significantly worn and rusty and do not hang straight on the structure. They are due for replacement.
    - These doors are metal with metal framework, original to the fire station 1980 addition, and the corrosion is significant enough to impede entrance and exit at times.
    - The current exterior doors have a coded door entry system that requires updating in order to ensure the security of the fire station and the contents of the building.
    - The other three exterior doors have been replaced since the 1980 addition.
  - The addition of air conditioning to the newly renovated bunk rooms would be greatly appreciated by the members who volunteer to spend the night when they are on call.
    - In order to accomplish efficient air flow, two hallways on the East side of the building require sectioning off and two doors need to be framed and hung to separate the air conditioned area from the truck bay of the fire department.
    - These improvements will continue to keep our building updated and equipment and medications safe.
  - Cost estimated at \$15,000.00

Respectfully submitted in appreciation of your consideration.