

Common Council MEETING AGENDA



December 12, 2023 - 6:05 PM
(Following the 6pm Committee of the Whole Meeting)
City Hall
Council Chambers

Published: 12/8/23

Amended: 12/11/23 @ 12:40 PM

AGENDA

1. **PRIVILEGE OF THE FLOOR**
2. **CALL TO ORDER, PLEDGE OF ALLEGIANCE**
3. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
4. **APPROVAL OF MINUTES**
 - A. November 14, 2023 Common Council Meeting Minutes
5. **REPORTS**
 - A. City Clerk
 - B. Council President
 - C. Mayor
6. **COMMUNICATIONS**
7. **BOARD OF PUBLIC WORKS**
 - A. ITEM 11-23 Review, Discussion, and Possible Recommendation to the Common Council on the 2024 CIP Budget Requests.
8. **RECREATION COMMISSION**
 - A. Discussion and possible action to Common Council approval of the RAS for the 2024 Facility Rental Fee Waiver Policy
 - B. Discussion and possible action to Common Council approval of the RAS for the 2024 Community Center Rental Packet
 - C. Discussion and possible action to Common Council approval of the RAS for the 2024 Picnic Shelter Rental Packet
 - D. Discussion and recommendation to the Common Council approval of a contract with Chrome Fireworks in the amount of \$6,500 for Winterfest Fireworks and the approval of the fireworks permit as approved by the City Attorney
9. **GOLF COURSE COMMISSION**
 - A. Discussion and recommendation to Common Council approval of the 2024 Golf Course rates
 - B. Discussion and recommendation to Common Council approval of the renewal contract for Troon Golf
10. **MAYORAL APPOINTMENTS**
 - A. Discussion and Possible Action to approve the Mayoral Appointments per the list as presented
11. **DEFERRED, REFERRED & TABLED ITEMS**
12. **ITEMS REMOVED FROM CONSENT AGENDA, if any**
13. **CONSENT AGENDA-----**

- A. *Items under the Consent Agenda have passed unanimously by the Committee of the Whole. Items not passed by a unanimous vote will be removed from consent agenda and will be considered separately.*

14. MINUTES

- A. November 14, 2023 Committee of the Whole Meeting Minutes

15. UTILITY & FINANCE

- A. Discussion and recommendation to Common Council approval of the November 29th, 2023 Water Utility claims in the amount of \$21,063.25, Sewer Utility claims in the amount of \$55,633.44 and General City claims in the amount of \$1,489,337.56. WE Energies EFT of \$61,844.11
- B. Discussion and recommendation to Common Council approval of the December 13th, 2023 Water Utility claims in the amount of \$126,760.55, Sewer Utility claims in the amount of \$571,822.82 and General City claims in the amount of \$454,558.22. US BANK VISA EFT of \$52,522.48

16. LICENSES & PERMITS

- A. Discussion and recommendation to Common Council approval of the 2024 Garbage Hauler license for Johns Disposal Service Inc.
- B. Discussion and recommendation to Common Council approval of the 2024 Garbage Hauler license for Waste Management - Hartland Hauling
- C. Discussion and recommendation to Common Council approval of the 2024 Garbage Hauler license for Waste Management - Franklin Hauling

17. MISCELLANEOUS

- A. Department of Public Works update
- B. Discussion and recommendation to Common Council approval of the 2024 Capital Projects Budget
- C. Discussion and recommendation to Common Council approval of Resolution 23-26, a Resolution amending the 2023 Capital Projects Budget for the purchase of a robotic floor scrubber
- D. Discussion and recommendation to Common Council approval of Resolution 23-31, a Resolution nominating the list of Election Inspectors for the City of New Berlin Aldermanic Districts 1 through 7 for a 2-year term beginning January 1, 2024, and ending December 31, 2025
- E. Discussion and recommendation to Common Council approval of Resolution 23-37, a Resolution amending the 2023 Capital Projects Budget to begin design work on renovating the New Berlin DPW Garage Phase 1 and Hickory Grove Center
- F. Discussion and recommendation to Common Council that a public hearing be set for January 8, 2024, at 6:00 p.m. to be held before the Plan Commission to rezone from B-1/PUD, Rm-1/PUD, I-1 PUD & C-2 to B-1/PUD, Rm-1/PUD, I-1 PUD & C-2 to amend Planned Unit Development Overlay Ordinance #2679, Mandel Neighborhood Development Plan & Highland Memorial Park Cemetery PUD, for approximately 34.5 acres for the parcels located at 1750 S. Moorland Road (includes Tax Keys #'s listed from north to south, beginning at the intersection of Greenfield Avenue south along the east side of Moorland Road, up to the New Berlin Recreation Trail): 1158-990; 1158-991-001; 1158-993, 1158-994, 1158-989, 1158-991 & a portion of 1158-992)

18. END CONSENT AGENDA-----

19. CLOSED SESSION

- A. The basis for the items to be discussed in closed session are as enumerated in Section 19.85(1)(e) of the Wisconsin State Statutes, (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session, more specifically:
- B. Discussion regarding negotiation strategy for the contract with Prospective Design for the Hickory Grove Center

20. RECONVENE TO OPEN SESSION

- A. Prospective Design Contract for Hickory Grove Center - Discussion and possible action

21. ADJOURN

Supplemental Information:

- *The meeting agenda and agenda packet are available online at www.NewBerlin.org. The minutes are published online and are approved at the next regularly scheduled meeting.*
- *It is possible that action will be taken on any of the items on the agenda and that the agenda may be discussed in any order.*
- *You may provide comments to the City Clerk via email at CitizenComments@NewBerlin.org. Comments will be forwarded to the Mayor and members of the governing body. Emailed comments are not read during the meeting.*
- *The City of New Berlin strives to host inclusive, accessible meetings that enable all individuals to engage and participate fully. Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible, please contact City Clerk Rubina R. Medina at (262) 786-8610 or via email at CityClerk@NewBerlinWI.gov at least 48 hours before the scheduled meeting time. Efforts will be made to accommodate the needs of disabled individuals through appropriate aids and/or services.*
- *It is also possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to in the above notice.*



Common Council MEETING MINUTES

November 14, 2023 - 6:05 PM
City Hall
Council Chambers

Please note: Minutes are unofficial until approved at the next regular scheduled meeting.

MINUTES

1. PRIVILEGE OF THE FLOOR

No one participated in the Privilege of the Floor

2. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mayor Ament called the Common Council meeting to order at 6:21 PM and led the Pledge of Allegiance.

3. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

City Clerk Rubina Medina took the roll call as follows:

Present: Alderperson Hopkins, Alderperson Harenda, Alderperson Stribl, Alderperson Horbinski, Alderperson Kroupa, Alderperson La Fever
Alderperson Maxey arrived at 6:24 PM.

Staff Present: City Attorney Mark Blum, City Clerk Rubina Medina

City Clerk Rubina Medina stated that there was a quorum and the meeting was properly noticed.

4. APPROVAL OF MINUTES

A. 10/24/2023 Common Council Meeting Minutes

MOTION: Motion to Approve the October 24, 2023 Meeting Minutes

VOTE: Motion by: Alderperson Kroupa
Second by: Alderperson Harenda
Motion Passed 6-0

B. 11/7/2023 Special Common Council Meeting Minutes

MOTION: Motion to Approve the November 7, 2023 Meeting Minutes

VOTE: Motion by: Alderperson Horbinski
Second by: Alderperson Stribl
Motion Passed 6-0

Alderperson Maxey arrived at 6:24 PM

5. REPORTS

A. City Clerk

No report

B. Council President

Council President Harenda provided an update on Small Road and stated that the ARC grand opening is scheduled for February 24th

C. Mayor

- Congratulations to **DARTING.COM** for being named our **November Business of the Month**. DARTING.COM is located at 2624 S. 162nd Street. DARTING.COM has 20 years of experience, they are one of the oldest and most established online retailers of darts equipment.
- A special Congratulations to **Lieutenant Christopher Pierce** from our New Berlin Fire Department. Lt. Pierce was awarded the **2023 First Responder of the Year**.
- The **November 28th COW/CC meeting** is cancelled. The next regularly scheduled meeting will be held December 12th.
- And just a reminder: **The Recycling Center will be closed** all day on Thursday, November 23, 2023 for Thanksgiving. In addition, **City Hall will also be closed** Thursday and Friday, November 23rd and 24th for the holiday.
- The **New Berlin Food Pantry** is collecting donations to fill their "Holiday Baking Bags". Items in need are: Flour, Powdered Sugar, Brown Sugar, Sugar, Vanilla Extract, and other miscellaneous baking ingredients. Donations are needed by November 23rd. Collections bins are located at City Hall and the New Berlin Food Pantry.
- The City will be holding its **Annual Christmas Tree Lighting Ceremony** on Saturday, **December 2nd** at the City Center Plaza, 15040 Library Lane, **3 pm - 6 pm**. Santa will be stopping by, the New Berlin Lions Club will be handing out stockings, the Marines will be accepting Toys for Tots donations,- come enjoy some ice skating & hot chocolate - the official tree lighting will take place at 5:30 pm.
- The **New Berlin Public Library** will be hosting their first annual **Kinder Market** on **December 7th from 6 pm – 8 pm**. Please contact the New Berlin Library for more information.
- **The New Berlin History Museum** will be open on **December 10th from 1 pm to 4 pm**. For information about the museum please call (262) 542-3643.
- And finally, I'd like to wish everyone a very happy and safe Thanksgiving.

6. COMMUNICATIONS

7. PLAN COMMISSION

- A. (7) KW CP-2301585 Terri Engsberg on behalf of Holy Apostles Congregation - 15970 W. National Avenue (Tax Key #: 1212-992) and a portion of the property located at 16000 W. National Avenue (Tax Key #: 1212-991-001) - Amend the Future Land Use Map within the City's Comprehensive Plan from Suburban Commercial to Institutional and 2023 Comprehensive Plan Updates (Joint Public Hearing 10/2/2023)

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Harenda
Motion Passed 7-0

- B. (7) KW RZ-2301586 Terri Engsberg on behalf of Holy Apostles Congregation - 15970 W. National Avenue (Tax Key #: 1212-992) and a portion of the property located at 16000 W. National Avenue (Tax Key #: 1212-991-001) - Rezone from B-2 to I-1. (Joint Public Hearing 10/2/2023)

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Kroupa
Motion Passed 7-0

- C. (7) KW LD-2301587 Terri Engsberg on behalf of Holy Apostles Congregation - 15970 W. National Avenue (Tax Key #: 1212-992) and a portion of the property located at 16000 W. National Avenue (Tax Key #: 1212-991-001) - 1 -Lot Certified Survey Map

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Kroupa

Motion Passed 7-0

- D. (4) KH RZ-2301341 Ryan Janssen with Ryan's Buying LLC - 5751 S. Sunny Slope Road (Tax Key # 1289.994.002) - Rezone from A-2 to R-6. (PUBLIC HEARING 10/2/2023)

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Horbinski
Motion Passed 7-0

- E. GK DCD1-2302102 Zoning Code Updates

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Kroupa
Motion Passed 7-0

8. UTILITY COMMITTEE

- A. UT 13-23 Discussion and recommendation to the Common Council to approve a reduction of Wastewater rates by 2.5% to help offset an increase of water rates.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Hopkins
Motion Passed 7-0

- B. UT 14-23 Discussion and recommendation to the Common Council approval of the proposed 2024 Water Utility Operating Budget

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Horbinski
Motion Passed 7-0

- C. UT 15-23 Discussion and recommendation to the Common Council approval of the proposed 2024 Water Utility CIP Budget. Information included in the 2024 Water Utility Operating Budget.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Horbinski
Motion Passed 7-0

- D. UT 16-23 Discussion and recommendation to the Common Council approval of the proposed 2024 Wastewater Utility Operating Budget.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Hopkins
Motion Passed 7-0

- E. UT 17-23 Discussion and recommendation to the Common Council approval of the proposed 2024 Wastewater Utility CIP Budget. Information included in the 2024 Wastewater Utility Operating Budget.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Stribl
Motion Passed 7-0

9. RECREATION COMMISSION

- A. Discussion and possible action to Common Council approval of the RAS for Athletic Field Use Guidelines for the 2024 Outdoor Sports Season.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Kroupa
Motion Passed 7-0

- B.** Discussion and possible action to Common Council approval of the RAS to enter into an Instructor Services agreement with Andy Stefancin, DBA Andy's Events LLC to provide Recreation dance instruction

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Maxey
Motion Passed 7-0

- C.** Discussion and possible action to Common Council approval of the RAS to enter into an Instructor Services agreement with Craig Bukowski to provide recreation dance instruction

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Maxey
Motion Passed 7-0

- D.** Discussion and possible action to Common Council approval of the RAS to enter into an Instructor Services agreement with Barb Chucka, DBA One Cake at a Time, LLC, to provide recreation cooking lessons

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Kroupa
Motion Passed 7-0

10. PARKS, BUILDINGS & GROUNDS COMMISSION

- A.** Discussion and Recommendation to the Common Council to approve Resolution Number 2023-33

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Horbinski
Second by: Alderperson Stribl
Motion Passed 7-0

- B.** Discussion and Recommendation to Common Council to Approve the Sprengel House Restoration Contract Award

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Horbinski
Second by: Alderperson Maxey
Motion Passed 7-0

11. MAYORAL APPOINTMENTS

- A.** Discussion and Possible Action to approve the Mayoral Appointments per the list as presented

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Hopkins
Motion Passed 7-0

12. DEFERRED, REFERRED & TABLED ITEMS

13. ITEMS REMOVED FROM CONSENT AGENDA, if any

14. **CONSENT AGENDA-----**

- A. *Items under the Consent Agenda have passed unanimously by the Committee of the Whole. Items not passed by a unanimous vote will be removed from consent agenda and will be considered separately.*

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Kroupa
Second by: Alderperson Horbinski
Motion Passed 7-0

15. **MINUTES**

- A. October 24, 2023 Committee of the Whole Meeting Minutes
- B. November 7, 2023 Public Budget Hearing & Special Committee of the Whole Meeting Minutes

16. **UTILITY & FINANCE**

- A. Discussion and recommendation to the Common Council approval of the November 15, 2023 Water Utility claims in the amount of \$140,383.35, Sewer Utility claims in the amount of \$494,731.99 and General City claims in the amount of \$1,574,874.25. US Bank VISA EFT of \$29,369.55 for purchases from September 15, 2023 to October 16, 2023. We Energies EFT of \$47,801.18 for energy usage for August 2023.

17. **LICENSES & PERMITS**

- A. Discussion and recommendation to the Common Council approval of the "Class A" alcohol license for Welcome Mart located at 15551 W. Cleveland Avenue for the licensing period expiring June 30th, 2024
- B. Discussion and recommendation to the Common Council approval of the 2024 Garbage Hauler license for Eagle Disposal Inc.

18. **MISCELLANEOUS**

- A. Assessor's Department Update - City Assessor Tim Kosteretz
- B. Discussion and recommendation to the Common Council to approve the 2024 CIP Budget
- C. Discussion and recommendation to the Common Council to approve the RAS for the creation of an Assistant Recreation Manager position for the Department of Community Development - Recreation Division
- D. Discussion and recommendation to the Common Council approval of Resolution 23-34, a Resolution amending the 2022 Capital Projects Budget in the amount of \$128,788 for the New Berlin Activity and Recreation Center Phase 2
- E. Discussion and recommendation to the Common Council approval of Resolution 23-35, a Resolution amending the Capital Projects Budget for the purchase of a 1 ton dump truck
- F. Discussion and recommendation to the Common Council to review and approve the Joint Powers Agreement, County 911 Emergency System between the City of New Berlin and Waukesha County

- G. Discussion and recommendation to the Common Council approval of a new School Resource Officer Memorandum of Understanding Agreement between the City of New Berlin and the School District of New Berlin
- H. Discussion and recommendation to the Common Council approval of the request from the Joint Review Board to hold a virtual meeting via Zoom on December 4th, 2023 at 4pm

19. END CONSENT AGENDA-----

20. CLOSED SESSION

- A. The basis for the items to be discussed in closed session are as enumerated in Section 19.85(1)(e) of the Wisconsin State Statutes, (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session, more specifically:
 - MOTION:** Motion to Enter into Closed Session at 6:44 PM. City Clerk Rubina Medina took a roll call vote.
 - VOTE:** Motion by: Alderperson Stribl
Second by: Alderperson Horbinski
Motion Passed 7-0
- B. Discuss/negotiate the terms and cost of the AE Proposal - DPW Phase One Contract
- C. Discuss/negotiate the terms and cost of the AE Proposal - Hickory Grove Redevelopment Contract

21. RECONVENE TO OPEN SESSION

- MOTION:** Motion to Reconvene into Open Session at 7:45 AM. City Clerk Rubina Medina took a roll call vote.
- VOTE:** Motion by: Alderperson Stribl
Second by: Alderperson Kroupa
Motion Passed 7-0
- A. AE Proposal - DPW Phase One Contract - Discussion and possible action
 - MOTION:** Motion to Approve
 - VOTE:** Motion by: Alderperson Horbinski
Second by: Alderperson Kroupa
Motion Passed 7-0
- B. AE Proposal - Hickory Grove Redevelopment Contract - Discussion and possible action
 - MOTION:** Motion to Approve
 - VOTE:** Motion by: Alderperson Stribl
Second by: Alderperson Hopkins
Motion Passed 7-0

22. ADJOURN

- MOTION:** Motion to Adjourn at 7:47 PM
- VOTE:** Motion by: Alderperson Kroupa
Second by: Alderperson Stribl
Motion Passed 7-0

***Respectfully Submitted,
Rubina R. Medina, City Clerk***



December 12, 2023

TO: Common Council
Mayor Ament
Ald. Horbinski

FROM: Sarah Holtz on behalf of the Board of Public Works

RE: Items from the November 20, 2023 Board of Public Works Meeting requiring Common Council action.

A.	Recommend to Common Council the Approval of the 2024 CIP Budget Requests
<u>Council Motion:</u>	
	This item was considered at the Board of Public Works meeting on November 20, 2023. It was recommended to the Common Council on a vote of 5-0. I do hereby make a motion to approve the 2024 CIP Budget Requests.

STAFF REPORT

EXECUTIVE SUMMARY

APPLICANT:	City of New Berlin
PROJECT:	2024 Roadway CIP Budget Requests
LOCATION:	Various
REQUEST:	Review, Discussion and Possible Recommendation on the 2024 CIP Budget Requests.
DCD RECOMMENDATION:	Recommend to the Common Council the approval of the 2024 CIP Budget Requests

1. Budget Sheets have been compiled for the 2024 Roadway CIP Budget to be submitted to the Common Council in the near future.
2. PROJECT 1: Roadway Rehabilitation - As of the 2023 PASER Evaluation there were 8.12 miles of roadways that were rated 30 or less remaining to be rehabilitated. In the 2023 construction season, 7.19 miles of roadway were rehabilitated. In 2024, Staff is proposing to rehab another 6.06 miles of roadway.
3. PROJECT 2: National and Moorland Lighting - Over the past 8 years, the City has been installing pedestrian lights and control cabinets along National Ave. at a rate of about 14 lights per year. A similar project proposed for 2024 from 147th Street to Glen Pak Rd. The slow rate of installation strategically allows for future pole maintenance to be reasonable as well.
4. PROJECT 3: Sidewalk Repair and Maintenance – The City has over 30 miles of concrete and asphalt sidewalks and off-road trails. Although they see less heavy loads than our street network, they still experience the effects of weather and freeze/thaw. To stay compliant with ADA standards and to prevent trip/fall hazards, the sidewalks and paths need to be maintained. The focus of 2024 will be the intersection ramps
5. PROJECT 4: Sunny Slope Road (from Grange Ave. to College Ave.) – This length of road is rated a 30 as of the 2023 PASER Evaluation and is classified as a Standard Arterial. In anticipation of profile and typical section changes recommended by the Comprehensive Plan, the 2024 CIP budget request is for design services. The 2025 budget request is for the right-of-way acquisition and the 2026 budget would be for construction. This project would also address some of the safety concerns that have been discussed at the Safety Commission.
6. PROJECT 5: Grange Avenue (from Moorland Road to 124th Street) – Grange Avenue was last resurfaced in 2004 and is currently rated a 50. This standard arterial has extremely steep side slopes and deteriorated ditches. In anticipation of major improvements to the typical section, profile, and utility relocation, this project request is for design funds in 2024, real estate acquisition in 2025 and construction anticipated in 2027.
7. PROJECT 6: STH 59 (Greenfield Ave.) Pavement Replacement – WisDOT is planning to replace the pavement on Greenfield Ave. from Brookfield Road to 124th Street in 2029. The Board of Public Works and the Common Council approved the State/Municipal Agreement for the Pavement Replacement project funding, which is a 12.5% municipal funding cost share for design phase only starting in 2024.
8. Staff requests the Board review and discuss the updated 5-Year Plan for Roadway CIP Projects and recommend that the Common Council approve the 2024 CIP Budget Requests.

P:\DCD\Admin\Engineering\BPW\Staff Reports\2023\ITEM 11-23 Discussion and Possible Recommendation on 2024 Roadway CIP Budget Requests 111423.doc

Attachments:

Updated 5-Year Plan for Roadway CIP Projects

5-YEAR PLAN FOR ROADWAY CAPITAL IMPROVEMENTS

11/8/2023

PRIORITY	PROJECT	ACTIVITY	2024	2025	2026	2027	2028	NOTES:
1	Roadway Rehabilitation Projects	Design R.O.W. Construction	\$ 3,000,000.00	\$ 3,000,000.00	\$ 3,000,000.00	\$ 3,000,000.00	\$ 3,000,000.00	Short \$1M in 2021 & 2022.
2	National and Moorland Lighting and Pedestrian Improvements	Design: R.O.W. Construction	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00	At 14 Poles/Yr
3	Sidewalk Repair and Maintenance	Design: In House R.O.W. Construction	\$ 50,000.00		\$ 50,000.00		\$ 50,000.00	Request made every other year
4	Sunny Slope Rd (Grange to College)	Design: R.O.W. Construction:	\$ 262,500.00	\$ 250,000.00	\$ 3,100,000.00			
5	Grange Ave (Moorland to 124th)	Design: R.O.W. Construction	\$ 370,000.00	\$ 500,000.00		\$ 5,215,000.00		
6	STH 59 (Brookfield Rd. to 124th St.)	Design: R.O.W. Construction: \$10,000 in 2029	\$ 562,500.00					Local muni responsible for 25% of Design, then split with Brookfield Pavement Replacement, ped ramp improvements, and utility adjustments SMA Cost Est. \$34.12 Mill, CC approved 9/26/23
7	Sunny Slope Rd. (Greenfield to Cleveland)	Design: R.O.W. Construction		\$ 684,000.00	\$ 319,200.00		\$ 4,880,000.00	15% of Construction Cost 7% of Construction cost
8	Sunny Slope Rd. (Cleveland to National)	Design: R.O.W. Construction			\$ 259,200.00	\$ 151,200.00		12% of Construction Cost 7% of Construction cost 2029 Construction
9	Sunny Slope Rd. (National to Coldspring)	Design: R.O.W. Construction				\$ 511,200.00	\$ 298,200.00	12% of Construction Cost 2030 Construction
10	124th St. (Lincoln Ave. to Greenfield Ave.)	Design: R.O.W. Construction			\$ 350,000.00			STP Funds applied for, but not awarded. Pulverize and Overlay
11	Moorland Road Improvements (National to Cleveland) Local Participation	Design: Lighting Only R.O.W. Construction: Lighting Only		\$100,000				Lighting Only Pedestrian lights from National to Coffee, east side only
12	Moorland Road Improvements (College to Grange) Local Participation	Design: R.O.W. Construction: TIF			\$1,000,000			STP Funding: 10% cost share Agreement 10/27/21 Possible TID#3 Reimbursement TID #3 Cash Flow Analysis ok per GJ 10/20/22
13	Moorland Road Improvements (Cleveland to Greenfield) Local Participation	Design: R.O.W. Construction			\$ 1,502,000.00			Intersection Improvements - City Contribution to improve our leg of the intersections for better capacity.
TOTALS		Design	\$ 1,195,000	\$ 684,000	\$ 259,200	\$ 511,200	\$ -	
		R.O.W.	\$ -	\$ 750,000	\$ 319,200	\$ 151,200	\$ 298,200	
		Construction	\$ 3,225,000	\$ 3,275,000	\$ 9,177,000	\$ 8,390,000	\$ 8,105,000	
		TOTAL	\$ 4,420,000	\$ 4,709,000	\$ 9,755,400	\$ 9,052,400	\$ 8,403,200	
		Grant Match		LRIP		LRIP		

Disclaimer: The costs summarized in this spreadsheet are subject to change due to Common Council action.

Other Projects of note:
1 Lincoln Ave. (19705 W. to Springdale)

Cost Estimate
\$ 660,000

Considerations:
Pulverize & Overlay in 2024 as part of Road Rehab

CAPITAL IMPROVEMENT PROJECT REQUEST

(A) Type of Project: ☒ New ☐ Expanded ☐ Replacement/Maintenance	(B) Project No. Dept Priority No. <u>1</u> Date Submitted <u>11/7/23</u> Fund # Organization # 511
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(C) Submitted By: <u>Community Development</u> (Department)	(D) Previous Action: ☒ New ☐ Revise ☐ Resubmittal
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Prepared By: Tamara Simonson, City Engineer

(E) Project Title: Roadway Rehabilitation Projects (City-wide)

ATTACH PROJECT SUMMARY AND DOCUMENTATION

(F) Estimated Capital Costs:

ITEM	2024	2025	2026	2027	2028
Land Acquisition					
Equipment					
Construction	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000
Other (Design & Legal)					
TOTAL CAPITAL COSTS	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000
(G) Estimated Maintenance & Operating Costs					
Salaries/Benefits					
Operating Costs					
TOTAL OPERATING COSTS					
(H) Source of Financing					
General Fund/Bond	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000
Special Assessment					
Grants/Other					

(I) Are new personnel involved in this request ? Yes ☒ No

(J) Disposition of Previous Facility:

(K) Mayor's Comments:

CITY OF NEW BERLIN CAPITAL PROJECT SUMMARY	
Project Title: Roadway Rehabilitation Project	Department: Community Development

(A) Project Scope and Description:

Roadway Rehabilitation for roadways having a Pavement Condition Rating of 20, 30 & 40 will include the following treatments:

- Cross Culvert Replacements where needed
- Removing existing asphalt
- Excavating for base repairs as needed
- Inlet repairs where needed
- Curb & gutter replacement, where needed on roads with an urban cross-section
- Placement of 3" of Binder Asphalt repair
- Placement of 2" of Surface Asphalt overlay
- Shoulder improvements on roads with a rural cross-section

(B) Location:

City-wide

(C) Analysis of Need:

The 2023 Pavement Condition Evaluation indicated that the weighted average of pavement ratings was maintained at a 65.7 City-wide average, which met the City's goal of 60.0. The requested level of funding for roadway rehabilitation is adequate to maintain the pavement conditions as they currently exist.

Construction: 2024
\$3,000,000 (See attached spreadsheet)

(D) Alternatives:

Rehabilitation treatments have been evaluated. The selected treatments are listed in the Project Scope and Description.

(E) Ongoing Operating Costs:

Once the roadways are rehabilitated, only minor roadway maintenance should be needed for the next 5 – 10 years. The roadways are evaluated on a biannual basis.

CITY OF NEW BERLIN CAPITAL PROJECT DOCUMENTATION	
Project Title: Roadway Rehabilitation Projects (City-wide)	Date: 11/7/2023 Department: Community Development

Phase I - Formation

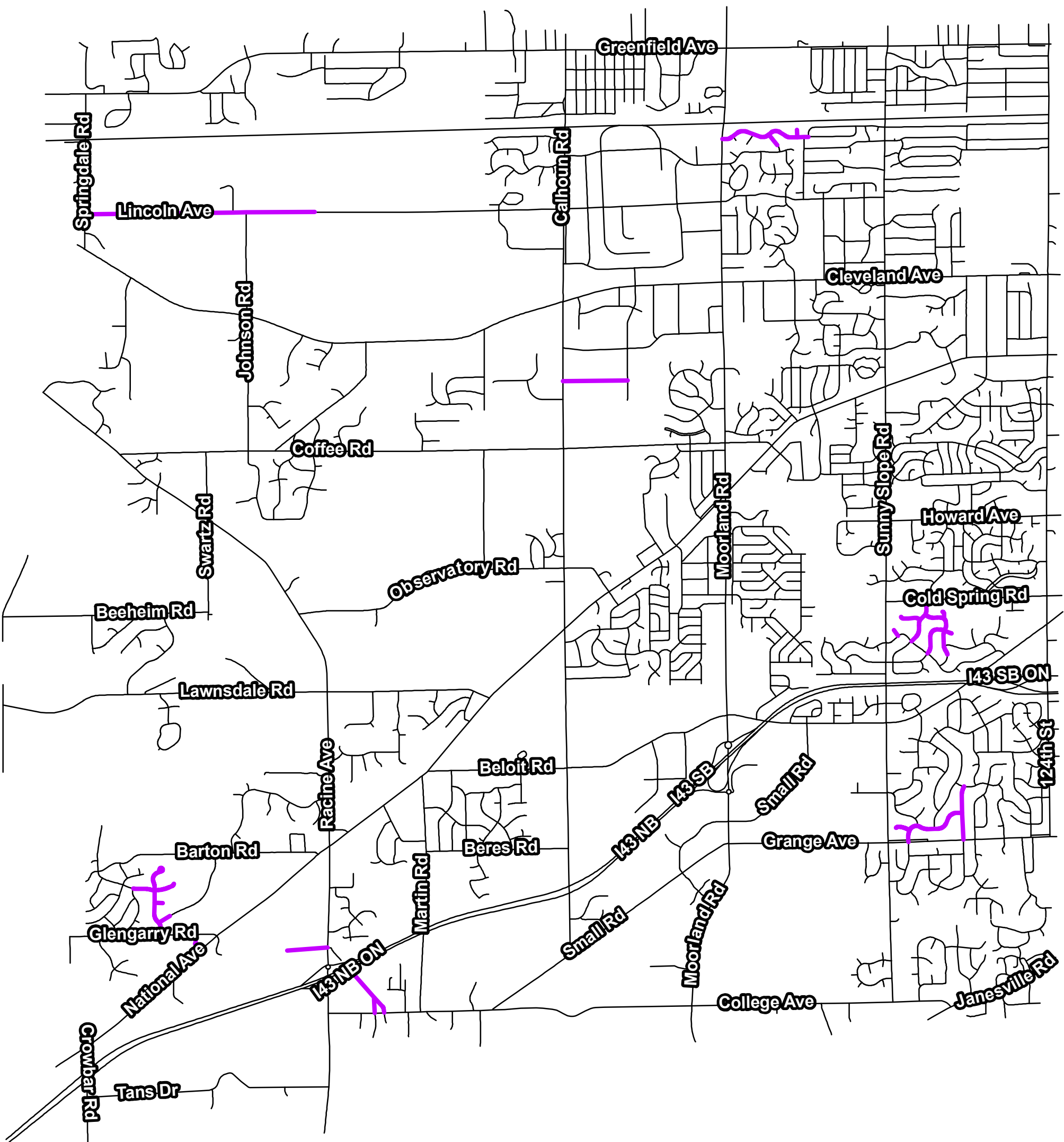
Staff continues to evaluate streets that are candidates for the Roadway Rehabilitation Program, which are streets beyond crack sealing and spot repairs. Cross Culvert replacements are completed by the Streets Division.

Phase II - Program Budget and Preliminary Design

Roadway rehabilitation will include milling, base repair and overlay at an estimated budget of \$3,000,000.

Phase III - Implementation

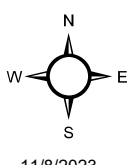
Roadway rehabilitation projects will be scheduled through a coordinated effort with the Utilities & Streets Department, such that roadway improvements for roadways having a pavement condition rating of 20, 30 & 40 will follow Utility Projects as applicable. We currently have projects scheduled for 2024 through 2028 (tentative). Roadway rehabilitation projects are based on the results of the Pavement Surface Evaluation Rating (PASER). The latest PASER evaluation was completed in 2023. The next rating will be conducted in 2025. Similarly, future roadway rehabilitation efforts will be based on subsequent bi-annual pavement evaluations.



2024 Roadway Construction Plan City of New Berlin



Department of Community Development
3805 S Casper Drive, New Berlin WI 53151
(262) 797-2445
www.newberlin.org



11/8/2023

Legend

Rehabilitation
2024

2024																						
Segment	Street Name	Section From	Section To	Length	Width	PASER Rating	Curb	Treatment	Area (SY)	3" Mill	2.5" Mill	2" Mill	Full Depth	Shoulder	Curb	Base Repair	Butt Joints	3" Binder Course	2" or 2.5" Surface Course	1" Leveling Course	Total	
										\$ 2.19	\$ 2.09	\$ 1.96	\$ 3.53	\$ 6.75	\$ 72.51	\$ 40.08	\$ 2.45	\$ 62.26	\$ 67.17	\$ 72.49		
										SY	SY	SY	SY	LF	LF	SY	LF	TON	TON	TON		
1159-17	Pickford Dr	Rogers Dr	Woodview Dr	0.08	23	40		Full Depth	1079	\$ -	\$ -	\$ -	\$ 3,813.65	\$ 1,880.82	\$ -	\$ 4,500.94	\$ 207.09	\$ 12,173.66	\$ 8,754.83	\$ -	\$ 31,330.99	
1159-18	Rogers Dr	Honey Ln	Moorland Rd	0.58	23	40		Full Depth	7826	\$ -	\$ -	\$ -	\$ 27,648.95	\$ 13,635.92	\$ -	\$ 32,631.81	\$ 1,501.43	\$ 88,259.03	\$ 63,472.53	\$ -	\$ 227,149.67	
1159-20	Pickford Ct	Termini	Rogers Dr	0.05	24	40		Full Depth	704	\$ -	\$ -	\$ -	\$ 2,487.16	\$ 1,175.51	\$ -	\$ 2,935.39	\$ 129.43	\$ 7,939.34	\$ 5,709.67	\$ -	\$ 20,376.52	
1167-01	Lincoln Ave	Lincoln Ave	Springdale Rd	1.44	21	20		Full Depth	17741	\$ -	\$ -	\$ -	\$ 62,676.47	\$ 33,854.69	\$ -	\$ 73,971.95	\$ 3,727.70	\$ 200,071.45	\$ 143,883.76	\$ -	\$ 518,186.02	
1191-06	Victor Rd	Calhoun Rd	166Th St	0.40	24	30		Full Depth	5632	\$ -	\$ -	\$ -	\$ 20,098.20	\$ 9,499.04	\$ -	\$ 23,825.02	\$ 1,045.93	\$ 64,156.06	\$ 46,138.59	\$ -	\$ 164,762.83	
1247-03	Maple Ridge Rd	Termini	Mary Ln	0.09	24	30	Curb	3" Mill	1267	\$ 2,780.11	\$ -	\$ -	\$ -	\$ -	\$ 4,824.08	\$ 7,617.89	\$ 46.60	\$ -	\$ 10,277.41	\$ 5,810.21	\$ 31,356.30	
1247-04	Maple Ridge Rd	Mary Ln	Sun Valley Dr	0.18	24	40	Curb	3" Mill	2534	\$ 5,560.22	\$ -	\$ -	\$ -	\$ -	\$ 9,648.16	\$ 15,235.79	\$ 93.19	\$ -	\$ 20,554.82	\$ 11,620.43	\$ 62,712.61	
1247-10	Mary Ln	Sunburst Ln	Mary Ln	0.24	24	40	Curb	3" Mill	3368	\$ 7,388.80	\$ -	\$ -	\$ -	\$ -	\$ 12,821.13	\$ 20,246.36	\$ 123.84	\$ -	\$ 27,314.66	\$ 15,442.03	\$ 83,336.83	
1247-11	Morningview Ct	Termini	Sommerset Dr	0.13	24	40	Curb	3" Mill	1830	\$ 4,015.71	\$ -	\$ -	\$ -	\$ -	\$ 6,968.11	\$ 11,003.62	\$ 67.31	\$ -	\$ 14,845.15	\$ 8,392.53	\$ 45,292.44	
1247-12	Sommerset Dr	Sun Valley Dr	Cold Spring Rd	0.17	24	30	Curb	3" Mill	2394	\$ 5,251.32	\$ -	\$ -	\$ -	\$ -	\$ 9,112.15	\$ 14,389.35	\$ 88.02	\$ -	\$ 19,412.89	\$ 10,974.85	\$ 59,228.57	
1247-13	Sommerset Dr	Morningview Ct	Sun Valley Dr	0.12	24	30	Curb	3" Mill	1690	\$ 3,706.81	\$ -	\$ -	\$ -	\$ -	\$ 6,432.10	\$ 10,157.19	\$ 62.13	\$ -	\$ 13,703.21	\$ 7,746.95	\$ 41,808.40	
1247-15	Sunburst Ln	Sommerset Dr	Sunburst Ln	0.08	24	40	Curb	3" Mill	1142	\$ 2,505.55	\$ -	\$ -	\$ -	\$ -	\$ 4,347.66	\$ 6,865.57	\$ 41.99	\$ -	\$ 9,262.44	\$ 5,236.41	\$ 28,259.64	
1247-16	Sunburst Ln	Sunburst Ln	Mary Ln	0.04	24	40	Curb	3" Mill	546	\$ 1,198.73	\$ -	\$ -	\$ -	\$ -	\$ 2,080.05	\$ 3,284.69	\$ 20.09	\$ -	\$ 4,431.42	\$ 2,505.25	\$ 13,520.23	
1247-20	Sun Valley Ct	Termini	Sun Valley Dr	0.05	24	40	Curb	3" Mill	704	\$ 1,544.51	\$ -	\$ -	\$ -	\$ -	\$ 2,680.04	\$ 4,232.16	\$ 25.89	\$ -	\$ 5,709.67	\$ 3,227.90	\$ 17,420.17	
1247-22	Sunburst Ct	Termini	Sunburst Ln	0.05	24	20	Curb	3" Mill	666	\$ 1,461.32	\$ -	\$ -	\$ -	\$ -	\$ 2,535.69	\$ 4,004.22	\$ 24.49	\$ -	\$ 5,402.15	\$ 3,054.04	\$ 16,481.91	
1251-01	Andrae Dr	Marquette Dr	Grange Ave	0.34	25	40		3" Mill	4930	\$ 10,816.62	\$ -	\$ -	\$ -	\$ -	\$ 7,903.14	\$ -	\$ 29,639.05	\$ 870.20	\$ -	\$ 39,986.48	\$ 22,605.89	\$ 111,821.38
1251-02	Elizabeth Ct	Termini	Nicolet Dr	0.09	25	30		3" Mill	1351	\$ 2,964.90	\$ -	\$ -	\$ -	\$ -	\$ 2,166.30	\$ -	\$ 8,124.23	\$ 238.53	\$ -	\$ 10,960.52	\$ 6,196.40	\$ 30,650.88
1251-09	Nicolet Dr	Grange Ave	Andrae Dr	0.47	25	40		3" Mill	6850	\$ 15,027.44	\$ -	\$ -	\$ -	\$ -	\$ 10,979.77	\$ -	\$ 41,177.31	\$ 1,208.97	\$ -	\$ 55,552.92	\$ 31,406.20	\$ 155,352.61
1274-01	Windsor Dr	Barton Rd	Oxford Dr	0.08	24	30		Full Depth	1127	\$ -	\$ -	\$ -	\$ 4,021.84	\$ 1,900.85	\$ -	\$ 4,767.61	\$ 209.30	\$ 12,838.23	\$ 9,232.76	\$ -	\$ 32,970.58	
1274-06	Edinburgh Dr	Termini	St Andrews Dr	0.23	24	40		Full Depth	3248	\$ -	\$ -	\$ -	\$ 11,589.90	\$ 5,477.75	\$ -	\$ 13,739.02	\$ 603.15	\$ 36,996.47	\$ 26,606.45	\$ -	\$ 95,012.74	
1274-07	Edinburgh Dr	Termini	St Andrews Dr	0.04	25	20		Full Depth	553	\$ -	\$ -	\$ -	\$ 1,975.12	\$ 896.16	\$ -	\$ 2,341.37	\$ 98.68	\$ 6,304.85	\$ 4,534.21	\$ -	\$ 16,150.40	
1274-13	Oxford Dr	Glengarry Rd	Termini	0.51	25	40		Full Depth	7449	\$ -	\$ -	\$ -	\$ 26,582.13	\$ 12,061.00	\$ -	\$ 31,511.27	\$ 1,328.02	\$ 84,853.63	\$ 61,023.49	\$ -	\$ 217,359.55	
1274-17	Winston Ct	Termini	Oxford Dr	0.05	24	40		Full Depth	726	\$ -	\$ -	\$ -	\$ 2,589.30	\$ 1,223.78	\$ -	\$ 3,069.43	\$ 134.75	\$ 8,265.37	\$ 5,944.14	\$ -	\$ 21,226.77	
1275-03	Koinia Cir	Termini	Glengarry Rd	0.06	23	30		Full Depth	826	\$ -	\$ -	\$ -	\$ 2,946.29	\$ 1,453.05	\$ -	\$ 3,492.62	\$ 159.99	\$ 9,404.94	\$ 6,763.68	\$ -	\$ 24,220.58	
1279-01	Julius Heil Dr	Termini	Racine Ave	0.25	24	40		Full Depth	3520	\$ -	\$ -	\$ -	\$ 12,435.81	\$ 5,877.55	\$ -	\$ 14,676.97	\$ 647.17	\$ 39,696.72	\$ 28,548.36	\$ -	\$ 101,882.58	
1280-01	Hillendale Dr	College Ave	Racine Pl	0.10	22	30		Full Depth	1291	\$ -	\$ -	\$ -	\$ 4,559.80	\$ 2,351.02	\$ -	\$ 5,381.56	\$ 258.87	\$ 14,555.46	\$ 10,467.73	\$ -	\$ 37,574.44	
1280-06	Racine Pl	Termini	College Ave	0.32	23	40		Full Depth	4318	\$ -	\$ -	\$ -	\$ 15,254.59	\$ 7,523.27	\$ -	\$ 18,003.76	\$ 828.38	\$ 48,694.64	\$ 35,019.33	\$ -	\$ 125,323.95	
Total				6.23	Miles																	

Total	\$	2,330,769.59
Ancillary Construc	\$	233,076.96
Inspection 5%	\$	128,192.33
Contingencies 7%	\$	179,469.26
Total Project Cos	\$	2,871,508.13

Available Budget \$ 3,000,000.00

CAPITAL IMPROVEMENT PROJECT REQUEST

(A) Type of Project: ☒ New ☐ Expanded ☐ Replacement/Maintenance		(B) Project No. Dept Priority No. <u>2</u> Date Submitted <u>11/7/23</u> Fund # Organization # 511			
(C) Submitted By: <u>Community Development</u> (Department)		(D) Previous Action: ☒ New ☐ Revise ☐ Resubmittal			
Prepared By: <u>Tamara Simonson, City Engineer</u>					
(E) Project Title: <u>National and Moorland Lighting and Pedestrian Improvements</u>					
ATTACH PROJECT SUMMARY AND DOCUMENTATION					
(F) Estimated Capital Costs:					
ITEM	2024	2025	2026	2027	2028
Land Acquisition					
Equipment					
Construction	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000
Other (Design & Legal)					
TOTAL CAPITAL COSTS	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000
(G) Estimated Maintenance & Operating Costs					
Salaries/Benefits					
Operating Costs					
TOTAL OPERATING COSTS					
(H) Source of Financing					
General Fund/Bond	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000
Special Assessment					
Grants/Other					
(I) Are new personnel involved in this request? Yes X No					
(J) Disposition of Previous Facility:					
(K) Mayor's Comments:					

**CITY OF NEW BERLIN
CAPITAL PROJECT SUMMARY**

Project Title: National and Moorland Lighting and Pedestrian Improvements

Various Locations (To be Phased over multiple Years)

Department: Community Development

(A) Project Scope and Description:

The 2003 National Avenue pedestrian lighting plan has been partially implemented through land redevelopment and roadway construction projects. As a result of the patchwork installation of lights, control of the public lights has been placed on the private properties. This project would install new lights to fill the voids in the system of lights while also taking control of the existing lights. The project will also correct pedestrian deficiencies in the existing sidewalks and brick terraces starting in the National and Moorland area and expanding outward while also making pedestrian connections to unconnected destinations.

(B) Location:

City of New Berlin Section 13, 14, & 15

(C) Analysis of Need:

	2024	2025	2026
Construction:	\$ 165,000	\$ 165,000	\$ 165,000
Finish Design (In House):	\$ 0	\$ 0	\$ 0
Contingency (~10%)	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>
Estimated Total Cost	\$ 175,000	\$ 175,000	\$ 175,000

(D) Alternatives:

Design and alternatives will be developed and evaluated as part of this process.

(E) Ongoing Operating Costs:

Estimated costs have not been determined to date.

(F) Previous Action:

In 2016, 14 lights and one control cabinet were approved for installation. In subsequent years, lights and control cabinets have been approved and added along National Ave. and Casper Drive completing the westerly run. This project proposal would create similar projects over multiple years moving to the east. The sidewalks were approved and installed in 2000 and 2001. The Lighting plan was approved by the BPW in 2004.

CITY OF NEW BERLIN
CAPITAL PROJECT DOCUMENTATION

Project Title: National and Moorland Lighting and Pedestrian Improvements

Various Locations (To be phased over multiple years)

Department: Community Development

Phase I - Formation

The 2003 National Avenue pedestrian lighting plan has been partially implemented through land redevelopment and roadway construction projects. As a result of the patchwork installation of lights, control of the public lights has been placed on the private properties. This project would install new lights to fill the gaps in the system of lights while also taking control of the existing lights by installing control cabinets in strategic locations. This project will also correct pedestrian deficiencies in the existing sidewalks and brick terraces starting in the National and Moorland area and expanding outward while also making pedestrian connections to unconnected destinations.

Phase II - Program Budget and Preliminary Design

The majority of the design was funded in the contract for the sidewalks. However, final plan preparation and bid packages would be completed for each of the construction phases.

Phase III - Implementation

Phased construction was planned annually with an estimated cost of \$175,000 per year. The cost to install all the lights and make all the pedestrian improvements needed would be well over \$3 million. This approach would allow for smaller scale implementation and improvements, but more consistently.

National and Moorland Lighting and Pedestrian Improvements

Various Locations (To be phased over multiple years)

To continue the implementation of the 2003 National Avenue Pedestrian Lighting plan and to make repairs to the existing pedestrian facilities, this line item will be used annually to make improvements. The overall Project approach will be to add lights where practical, disconnect public lights from private developments, install public control cabinets, and make sidewalk and terrace area repairs.

2022 Bid prices for Lighting project Base Costs:

Control Cabinet w/Base \$10,305 per cabinet

Decorative pole w/Base \$5,400 per pole

Conduit & Wire \$3,375 per pole

Traffic Control & Restoration \$13,800 per project

Combined Rough Costs (14 Lights):	\$ 150,000
Contingencies (14%)	\$ 25,000

CIP Request: \$ 175,000

CAPITAL IMPROVEMENT PROJECT REQUEST

(A) Type of Project: ☒ New ☐ Expanded ☐ Replacement/Maintenance	(B) Project No. Dept Priority No. <u>3</u> Date Submitted <u>11/7/23</u> Fund # Organization # 511
--	--

(C) Submitted By: <u>Community Development</u> (Department)	(D) Previous Action: ☒ New ☐ Revise ☐ Resubmittal
--	--

Prepared By: Tamara Simonson, City Engineer

(E) Project Title: Sidewalk Repair and Maintenance

ATTACH PROJECT SUMMARY AND DOCUMENTATION

(F) Estimated Capital Costs:

ITEM	2024	2025	2026	2027	2028
Land Acquisition					
Equipment					
Construction	\$50,000		\$50,000		\$50,000
Other (Design & Legal)					
TOTAL CAPITAL COSTS	\$50,000		\$50,000		\$50,000
(G) Estimated Maintenance & Operating Costs					
Salaries/Benefits					
Operating Costs					
TOTAL OPERATING COSTS					
(H) Source of Financing					
General Fund/Bond	\$50,000		\$50,000		\$50,000
Special Assessment					
Grants/Other					

(I) Are new personnel involved in this request? Yes X No

(J) Disposition of Previous Facility:

(K) Mayor's Comments:

**CITY OF NEW BERLIN
CAPITAL PROJECT SUMMARY**

Project Title: Sidewalk Repair and Maintenance
Various Locations (To be Phased over multiple Years)

**Department: Community
Development**

(A) Project Scope and Description:

The City has over 30 miles of concrete and asphalt sidewalk and off-road trails. Although they see less heavy loads than our street network, they still experience the effects of weather and freeze/thaw. Staff conducts inspections of our pedestrian network on a three year cycle and identifies trip hazards, cracked surfaces and non-ADA compliant areas. In the past, small deficiencies have been repaired using the roadway maintenance budget. But, there are larger areas that need attention to be in compliance with the City's Sidewalk Maintenance Policy that would exceed the amount afforded by the roadway maintenance budget.

(B) Location:

Various Locations including: Greenfield Ave., Moorland Road, National Ave., Euclid Ave., Beloit Road, Forest Pointe Blvd, Calhoun Road, City Center, Casper Dr.

(C) Analysis of Need:

	2024	2025	2026
Construction:	\$ 45,000	\$ 0	\$ 45,000
Finish Design (In House):	\$ 0	\$ 0	\$ 0
Contingency (~10%)	<u>\$ 5,000</u>	<u>\$ 0</u>	<u>\$ 5,000</u>
Estimated Total Cost	\$ 50,000	\$ 0	\$ 50,000

(D) Alternatives:

Design and alternatives will be developed and evaluated as part of this process.

(E) Ongoing Operating Costs:

Concrete and asphalt have a useful life greater than 10 years.

CITY OF NEW BERLIN
CAPITAL PROJECT DOCUMENTATION

Project Title: Sidewalk Repair and Maintenance

Various Locations (To be phased over multiple years)

Department: Community Development

Phase I - Formation

The City has over 30 miles of concrete and asphalt sidewalk and off-road trails. Although they see less heavy loads than our street network, they still experience the effects of weather and freeze/thaw. Staff conducts inspections of our pedestrian network on a three year cycle and identifies trip hazards, cracked surfaces and non-ADA compliant areas. In the past, small deficiencies have been repaired using the roadway maintenance budget. But, there are larger areas that need attention to be in compliance with the City's Sidewalk Maintenance Policy that would exceed the amount afforded by the roadway maintenance budget.

Phase II - Program Budget and Preliminary Design

Plan preparation and bid packages would be completed for each of the construction phases. Some work can be completed by the DPW staff for additional cost savings.

Phase III - Implementation

Phased construction is planned biennially with an estimated cost of \$50,000 per year. The cost would be to correct non-ADA compliant pedestrian ramps, resurface deteriorated asphalt paths, and replace heaved and cracked sidewalk sections. This approach would allow for smaller scale implementation and improvements, but more consistently.

Sidewalk Repair and Maintenance

Various Locations (To be phased over multiple years)

The City has over 30 miles of concrete pedestrian sidewalk and asphalt off-road trails. To maintain the surface per the City's Sidewalk Maintenance Policy, the following costs have been provided. The Project approach will be to correct non-compliant ADA ramps, repair trip hazards, and replace deteriorated or cracked sidewalks or trails.

Remove and Replace Concrete Sidewalk	\$12/SF	
Detectable Warning Fields	\$68/SF	
Remove and Replace Asphalt Trails	\$16/SY	
Traffic Control & Restoration	\$5,000 per project	
Combined Rough Costs:		\$ 45,000
Contingencies (7%)		\$ 5,000
CIP Request:	\$ 50,000	

CAPITAL IMPROVEMENT PROJECT REQUEST

(A) Type of Project: ☒ New ☐ Expanded ☐ Replacement/Maintenance (B) Project No. _____ Dept Priority No. <u>4</u> Date Submitted <u>11/7/23</u> Fund # _____ Organization # <u>511</u>																																					
(C) Submitted By: <u>Community Development</u> (Department) (D) Previous Action: ☒ New ☐ Revise ☐ Resubmittal Prepared By: <u>Tamara Simonson, City Engineer</u>																																					
(E) Project Title: <u>Sunny Slope Rd Reconstruction from Grange Ave. to College Ave.</u> ATTACH PROJECT SUMMARY AND DOCUMENTATION																																					
(F) Estimated Capital Costs:																																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; padding: 5px;">ITEM</th> <th style="text-align: center; padding: 5px;">2024</th> <th style="text-align: center; padding: 5px;">2025</th> <th style="text-align: center; padding: 5px;">2026</th> <th style="text-align: center; padding: 5px;">2027</th> <th style="text-align: center; padding: 5px;">2028</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Land Acquisition</td> <td></td> <td style="text-align: right; padding: 5px;">\$250,000</td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding: 5px;">Equipment</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding: 5px;">Construction</td> <td></td> <td></td> <td style="text-align: right; padding: 5px;">\$3,100,000</td> <td></td> <td></td> </tr> <tr> <td style="padding: 5px;">Other (Design & Legal)</td> <td style="text-align: right; padding: 5px;">\$262,500</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding: 5px;">TOTAL CAPITAL COSTS</td> <td style="text-align: right; padding: 5px;">\$262,500</td> <td style="text-align: right; padding: 5px;">\$250,000</td> <td style="text-align: right; padding: 5px;">\$3,100,000</td> <td></td> <td></td> </tr> </tbody> </table>	ITEM	2024	2025	2026	2027	2028	Land Acquisition		\$250,000				Equipment						Construction			\$3,100,000			Other (Design & Legal)	\$262,500					TOTAL CAPITAL COSTS	\$262,500	\$250,000	\$3,100,000			
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TID																																					
Grants/Other																																					
(I) Are new personnel involved in this request? Yes ☒ No																																					
(J) Disposition of Previous Facility:																																					
(K) Mayors Comments:																																					

Rev. 05/02

**CITY OF NEW BERLIN
CAPITAL PROJECT SUMMARY**

Project Title: Sunny Slope Road Reconstruction
(Grange Avenue to College Avenue)

**Department: Community
Development**

(A) Project Scope and Description:

Sunny Slope Road is a City owned Standard Arterial that is one of the major north/south corridors that extends the entire length of the City limits. Based on citizen concerns, storm water management issues and pavement deterioration, the reconstruction of Sunny Slope Road between Grange Avenue and College Avenue is proposed for reconstruction. Through the design process, the cross section would be reviewed to determine if an urban or rural section would work best in conjunction with drainage, environmental factors and property impacts. It will remain a two lane road, one lane in each direction, but include paved shoulders as a continuation of the new paved shoulders added with the Sunny Slope and Grange intersection project. The design will also evaluate the potential for a mid-block crossing from the existing off-road trail on the west side of Sunny Slope Road to the east side. Significant storm water management improvements may be needed. The overall project approach will be similar to the City's approach to Small Road.

(B) Location:

City of New Berlin, Sections 35 & 36

(C) Analysis of Need:

Sunny Slope Road: Approximately 4,910 lineal feet $\approx$ 0.93 miles

	2024	2025	2026
Construction:	-----	-----	\$2,942,500
ROW Acquisition:	-----	250,000	-----
Technical Services:			
Design	\$262,500	-----	-----
Inspection:	-----	-----	\$157,500
Estimated Total Cost	\$262,500	\$250,000	\$3,100,000

(D) Alternatives:

Profile and cross-section alternatives will be developed and evaluated as part of the design process to meet stormwater and alignment standards. Alternative funding sources will also be evaluated.

(E) Ongoing Operating Costs:

Normal roadway maintenance procedures

CITY OF NEW BERLIN CAPITAL PROJECT DOCUMENTATION	
Project Title: Sunny Slope Road Reconstruction (Grange Avenue to College Avenue)	Date: 11/8/23 Department: Community Development

Phase I - Formation

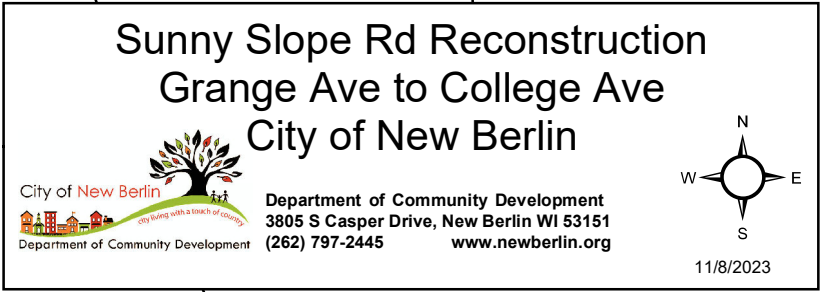
Sunny Slope Road is a City owned Standard Arterial that is one of the major north/south corridors that extends the entire length of the City limits. Based on citizen concerns, storm water management issues and pavement deterioration, the reconstruction of Sunny Slope Road between Grange Avenue and College Avenue is proposed for reconstruction. Through the design process, the cross section would be reviewed to determine if an urban or rural section would work best in conjunction with drainage, environmental factors and property impacts. It will remain a two lane road, one lane in each direction, but include paved shoulders as a continuation of the new paved shoulders added with the Sunny Slope and Grange intersection project. The design will also evaluate the potential for a mid-block crossing from the existing off-road trail on the west side of Sunny Slope Road to the east side. Significant storm water management improvements may be needed. The overall project approach will be similar to the City's approach to Small Road.

Phase II - Program Budget and Preliminary Design

Funding would be broken up in to three years, year 1 would be the design phase, year 2 for Right-of-Way Acquisition and utility relocation, and year 3 would be construction. As the design phase progresses, different funding sources would be evaluated to help defray some of the construction costs.

Phase III - Implementation

Construction is planned for the 2026 construction season but will be dependent on when Waukesha County decides to complete the reconstruction of Moorland Road from Grange Avenue to College Avenue.



Sunny Slope Road
Grange Avenue to College Avenue

0.93 Miles

Based on citizen concerns, storm water management issues, and deteriorating pavement, the reconstruction of Sunny Slope Road between Grange Avenue and College Avenue is proposed. Through the design process, the cross section would be reviewed to determine if an urban or rural section would work best in conjunction with drainage, environmental factors and property impacts. It will remain a two lane road, one lane in each direction, but include paved shoulders as a continuation of the new paved shoulders added with the Sunny Slope and Grange intersection project. The design will also evaluate the potential for a mid-block crossing from the existing off-road trail on the west side of Sunny Slope to the east side. Significant storm water management improvements may be needed. The overall Project approach will be similar to the City's approach on Small Road.

Small Road Base Costs:

\$3,462,053 for 1.65miles equates to \$1,950,000 for 0.93 miles in 2023.

Adjusted to 2026 Costs: $\$1,950,000 \times (1.04)^3 = \$2,200,000$

Possible Wetland mitigation costs: \$75,000

Possible Traffic Signal costs: \$350,000

Combined Rough Costs:	\$2,625,000
Contingencies (~12%)	\$ 317,500
Inspection (6%)	<u>\$ 157,500</u>
Subtotal (Construction):	\$3,100,000
Design (10%):	\$ 262,500
Right-of-Way (~1.5 Acres):	\$ 250,000
Rough Estimate:	\$3,612,500

CAPITAL IMPROVEMENT PROJECT REQUEST

(A) Type of Project: ☒ New ☐ Expanded ☐ Replacement/Maintenance (B) Project No. _____ Dept Priority No. <u>5</u> Date Submitted <u>11/8/23</u> Fund # _____ Organization # <u>511</u>					
(C) Submitted By: <u>Community Development</u> (Department) (D) Previous Action: ☒ New ☐ Revise ☐ Resubmittal Prepared By: <u>Tamara Simonson, City Engineer</u>					
(E) Project Title: <u>Grange Avenue Reconstruction from Moorland Road to 124th Street</u> ATTACH PROJECT SUMMARY AND DOCUMENTATION					
(F) Estimated Capital Costs:					
ITEM	2024	2025	2026	2027	2028
Land Acquisition		\$500,000			
Equipment					
Construction				\$4,345,000	
Other (Design & Legal)	\$370,000				
TOTAL CAPITAL COSTS	\$370,000	\$500,000		\$4,345,000	
(G) Estimated Maintenance & Operating Costs					
Salaries/Benefits					
Operating Costs					
TOTAL OPERATING COSTS					
(H) Source of Financing					
General Fund/Bond	\$370,000	\$500,000		\$4,345,000	
TID					
Grants/Other					
(I) Are new personnel involved in this request? Yes ☒ No					
(J) Disposition of Previous Facility:					
(K) Mayors Comments:					

Rev. 05/02

**CITY OF NEW BERLIN
CAPITAL PROJECT SUMMARY**

Project Title: Grange Avenue Reconstruction
(Moorland Road to 124th Street)

**Department: Community
Development**

(A) Project Scope and Description:

The project consists of reconstructing Grange Avenue from Moorland Road to 124th Street. The project will include storm water improvements, roadway reconstruction, and right-of-way acquisition and utility relocations.

(B) Location:

City of New Berlin, Sections 25, 26, 35, & 36.

(C) Analysis of Need:

Grange Avenue: Approximately 8,000 lineal feet $\cong$ 1.5 miles

	2024	2025	2027
Construction:	-----	-----	\$4,124,000
ROW Acquisition:	-----	\$500,000	-----
Technical Services:			
Design	\$370,000	-----	-----
Inspection:	-----	-----	\$221,000
Estimated Total Cost	\$370,000	\$500,000	\$4,345,000

(D) Alternatives:

The design will evaluate alternatives possible with the environmental and geometric constraints of this right-of-way based on DNR approval while incorporating the City's Comprehensive Plan.

(E) Ongoing Operating Costs:

Normal roadway maintenance procedures

CITY OF NEW BERLIN CAPITAL PROJECT DOCUMENTATION	
Project Title: Grange Avenue Reconstruction (Calhoun Road to 1.6 miles west)	Date: 11/8/23 Department: Community Development

Phase I - Formation

Grange Avenue is a local Standard Arterial Roadway and a major east/west corridor that services the Westridge Business park, residential neighborhoods, schools, and parks. It was last resurfaced in 2004 with a pulverize and overlay. A combination of poor roadside ditches, pavement geometry, and aging infrastructure indicates the need to reconstruct Grange Avenue between Moorland Road and 124th Street. The Sunny Slope and Grange intersection was reconstructed in 2021, 124th Street from Grange Avenue to Coldspring Road was reconstructed in 2012, Sunny Slope Road from Grange Avenue to College Avenue is proposed to be reconstructed in 2026, and Moorland Road from Grange Avenue to College Avenue is proposed to be reconstructed in 2026 as well. The reconstruction of Grange Avenue will complete the reconstruction of the roadways in this section.

Through the design process, the cross section would be reviewed to determine if an urban or rural section would work best in conjunction with drainage, environmental factors and property impacts. It will remain a two lane road, one lane in each direction, but include paved shoulders as a continuation of the new paved shoulders added with the Sunny Slope and Grange intersection project. Significant storm water management improvements may be needed. The overall Project approach will be similar to the City's approach on Small Road

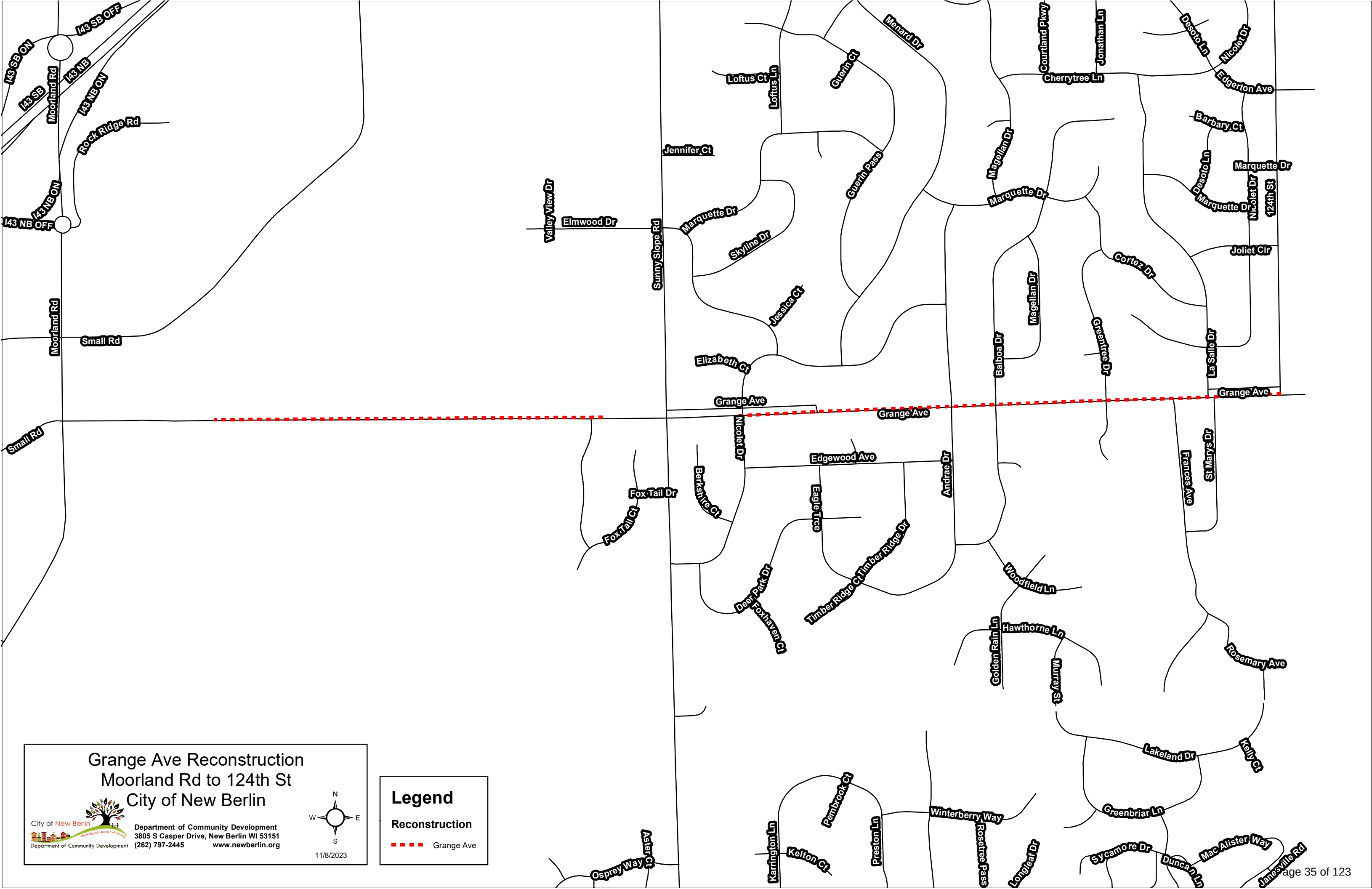
Phase II - Program Budget and Preliminary Design

Funding would span three years for design, right-of-way acquisition and construction, respectively. As design progresses, different funding sources would be evaluated to help defray some of the construction costs. Section 35 has a Traffic impact fee for any new development in the area to account for any new traffic generated by the development.

A Project of this magnitude will be completed by an Engineering design consultant. Factors to be considered include the pavement width, drainage, floodplain, wetlands, utilities, property access, stormwater controls, and right-of-way acquisition.

Phase III - Implementation

2024 Design Phase
2025 Right-of-Way acquisition Phase & Utility relocations
2027 Construction Phase



Grange Avenue

Moorland Road to 124th Street

1.5 Miles

Grange Avenue is a local Standard Arterial Roadway and a major east/west corridor that services the Westridge Business park, residential neighborhoods, schools, and parks. It was last resurfaced in 2004 with a pulverize and overlay. A combination of poor roadside ditches, pavement geometry, and aging infrastructure indicates the need to reconstruct Grange Avenue between Moorland Road and 124th Street. The Sunny Slope and Grange intersection was reconstructed in 2021, 124th Street from Grange Avenue to Coldspring Road was reconstructed in 2012, Sunny Slope Road from Grange Avenue to College Avenue is proposed to be reconstructed in 2026, and Moorland Road from Grange Avenue to College Avenue is proposed to be reconstructed in 2026 as well. The reconstruction of Grange Avenue will complete the reconstruction of the roadways in this section.

Through the design process, the cross section would be reviewed to determine if an urban or rural section would work best in conjunction with drainage, environmental factors and property impacts. It will remain a two lane road, one lane in each direction, but include paved shoulders as a continuation of the new paved shoulders added with the Sunny Slope and Grange intersection project. Significant storm water management improvements may be needed. The overall Project approach will be similar to the City's approach on Small Road.

Small Road Base Costs:

\$3,462,053 for 1.65miles equates to \$3,147,320 for 1.5 miles in 2023.

Adjusted to 2027 Costs: $\$3,147,320 \times (1.04)^4 = \$3,681,920$

Combined Rough Costs:	\$3,681,920
Contingencies (~12%)	\$ 442,080
Inspection (6%)	<u>\$ 221,000</u>
Subtotal (Construction):	\$4,345,000
Design (10%):	\$ 370,000
Right-of-Way (~3.05 Acres):	\$ 500,000
Rough Estimate:	\$5,215,000

CAPITAL IMPROVEMENT PROJECT REQUEST

(A) Type of Project: ☒ New ☐ Expanded ☐ Replacement/Maintenance	(B) Project No. Dept Priority No. <u>6</u> Date Submitted <u>11/8/23</u> Fund # Organization # 511
--	--

(C) Submitted By: <u>Community Development</u> (Department)	(D) Previous Action: ☒ New ☐ Revise ☐ Resubmittal
--	--

Prepared By: Tamara Simonson, City Engineer

(E) Project Title: Greenfield Avenue from Brookfield Road to 124th Street

ATTACH PROJECT SUMMARY AND DOCUMENTATION

(F) Estimated Capital Costs:

ITEM	2024	2025	2026	2027	2028
Land Acquisition					
Equipment					
Construction					
Other (Design & Legal)	\$562,000				
TOTAL CAPITAL COSTS	\$562,000				
(G) Estimated Maintenance & Operating Costs					
Salaries/Benefits					
Operating Costs					
TOTAL OPERATING COSTS					
(H) Source of Financing					
General Fund/Bond	\$562,500				
Special Assessment					
Grants/Other					

(I) Are new personnel involved in this request? Yes ☒ No

(J) Disposition of Previous Facility:

(K) Mayor's Comments:

**CITY OF NEW BERLIN
CAPITAL PROJECT SUMMARY**

Project Title: Greenfield Avenue (STH 59)
(Brookfield Road to 124th Street)

**Department: Community
Development**

(A) Project Scope and Description:

The Wisconsin Department of Transportation (WisDOT), the City of Brookfield, and the City of New Berlin have a Connecting Highway Agreement for Greenfield Avenue from Brookfield Road to 124th Street. This agreement transfers maintenance responsibility to the City for the southern portion of Greenfield Avenue as allowed by Section 86.32(1) of the Wisconsin State Statutes. The City of Brookfield is responsible for the northern portion. On May 17, 2023, WisDOT notified the City of New Berlin that a project for the pavement replacement has been approved for scoping and design of which the City of New Berlin and Brookfield would be responsible for 25% of the design costs split 50/50 or 12.5% each. The existing pavement is starting to show signs of distress. With construction planned in 2029, the pavement would be almost 30 years old and reaching the end of its life cycle. The total design, real estate, and construction cost of the roadway is estimated at \$34,120,000, of which the Federal/State would cover 75% of the design, 100% of the real estate, and 100% of the participating construction costs. Any non-participating construction costs would be 100% City funded. (ie. Lights, parking lanes, City owned utility improvements, etc.)

(B) Location:

City of New Berlin Section 1, 2, 3, 4, &5.

(C) Analysis of Need:

	2024	2029
Construction:	\$ 0	\$ 10,000
Design:	\$ 562,000	\$ 0
Contingency (~10%)	\$ 0	\$ 0
Estimated Total Cost	\$ 562,000	\$ 10,000

(D) Alternatives:

WisDOT is evaluating the use of Asphalt or Concrete pavement.

(E) Ongoing Operating Costs:

General roadway maintenance

(F) Previous Action:

Board of Public Works Meeting, September 18, 2023, and Common Council Meeting, September 26, 2023. Motion to approve the State/Municipal Agreement for the Pavement Replacement project funding in an amount of \$572,500, which is 12.5% municipal funding cost share." Approved unanimously.

CITY OF NEW BERLIN
CAPITAL PROJECT DOCUMENTATION

Project Title: Greenfield Avenue (STH 59)
(Brookfield Road to 124th Street)

**Department: Community
Development**

Phase I - Formation

WisDOT will be replacing the pavement on Greenfield Avenue from Brookfield Road to 124th Street in 2029. At the September 26, 2023 Common Council meeting, a motion was passed to approve the State/Municipal Agreement (SMA) for the pavement replacement project.

Phase II - Program Budget and Preliminary Design

WisDOT is responsible for 75% of the design costs, 100% of the real estate costs, and 100% of the participating construction costs. Any non-participating construction costs would be 100% City funded. (ie. Lights, parking lanes, City owned utility improvements, etc.).

Phase III - Implementation

The design of the pavement replacement will be completed by WisDOT and billed to the City over the next 5 years. During construction, which is scheduled for 2029, New Berlin Engineering staff will attend weekly update meetings and keep the public informed of changing traffic patterns.



**STATE/MUNICIPAL FINANCIAL
AGREEMENT FOR A STATE- LET
HIGHWAY PROJECT**

Date: May 15, 2023
 I.D.: 2230-15-02/23/72
 Road Name: STH 059
 Title: C NEW BERLIN/BRKFLD, GREENFIELD AVE
 Limits: S BROOKFIELD RD TO 124TH ST
 County: Waukesha
 Roadway Length: 4.09 miles

The signatory **City of New Berlin**, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and affect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request: Improvement of a connecting highway

Proposed Improvement - Nature of work: As determined by project scoping.

Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality: A nominal amount is included to cover items in paragraph 4 (to be adjusted in the final plan).

TABLE 1: SUMMARY OF COSTS

Phase	Total Est. Cost	Federal/State Funds	%	Brookfield Funds	% *	New Berlin Funds	% *
Preliminary Engineering: Plan Development	\$ 4,500,000	\$ 3,375,000	75%	\$ 562,500	12.5%	\$ 562,500	12.5%
Real Estate Acquisition: Acquisition	\$ 600,000	\$ 600,000	100%	\$ -	0%	\$ -	0%
Compensable Utilities	\$ -	\$ -	0%		100%	\$ -	100%
Construction: Participating	\$ 29,000,000	\$ 29,000,000	100%		0%	\$ -	0%
Non-Participating	\$ 20,000	\$ -	0%	\$ 10,000	100%	\$ 10,000	100%
Total Cost Distribution	\$ 34,120,000	\$ 32,975,000		\$ 572,500		\$ 572,500	

1 Estimates include construction engineering

This request shall constitute agreement between the Municipality and the State; is subject to the terms and

conditions that follow (pages [2] – [4]); is made by the undersigned under proper authority to make such request for the designated Municipality, upon signature by the State, and delivery to the Municipality. The initiation and accomplishment of the improvement will be subject to the applicable federal and state regulations. No term or provision of neither the State/Municipal Financial Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Financial Agreement.

Signed for and in behalf of the City of New Berlin (please sign in blue ink)	
Name (print)	Title
Signature	Date
Signed for and in behalf of the State (please sign in blue ink)	
Name Tony Barth	Title WisDOT SERegion Planning Chief
Signature	Date

TERMS AND CONDITIONS:

1. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement which exceeds federal/state financing commitments or are ineligible for federal/state financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table, which shows Municipal funding participation. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from General Transportation Aids or any moneys otherwise due and payable by the State to the Municipality.
2. Funding of each project phase is subject to inclusion in an approved program and per the State's Facility Development Manual (FDM) standards. Federal aid and/or state transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
 - (a) Design engineering and state review services.
 - (b) Real Estate necessitated for the improvement.
 - (c) Compensable utility adjustment and railroad force work necessitated for the project.
 - (d) The grading, base, pavement, curb and gutter, and structure costs to State standards, excluding the cost of parking areas.
 - (e) Storm sewer mains, culverts, laterals, manholes, inlets, catch basins, and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
 - (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking, and testing of sanitary sewer and water main.
 - (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
 - (h) Replacement of existing sidewalks necessitated by construction and construction of new sidewalk at the

time of construction. Sidewalk is considered to be new if it's constructed in a location where it has not existed before.

- (i) Replacement of existing driveways, in kind, necessitated by the project.
 - (j) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
3. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner includes the following items:
- (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - (b) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
 - (c) Roadway and bridge width in excess of standards.
 - (d) Construction inspection, staking, and material testing and acceptance for construction of sanitary sewer and water main.
 - (e) Provide complete plans, specifications, and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing, and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions, or claims resulting from the sanitary sewer and water system construction.
 - (f) Parking lane costs.
 - (g) This line intentionally left blank
 - (h) Damages to abutting property due to change in street or sidewalk widths, grades, or drainage.
 - (i) Conditioning, if required, and maintenance of detour routes.
 - (j) Repair of damages to roads or streets caused by reason of their use in hauling materials incidental to the improvement.
4. As the work progresses, the Municipality will be billed for work completed which is not chargeable to federal/state funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
5. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
6. The work will be administered by the State and may include items not eligible for federal/state participation.
7. The Municipality shall assume general responsibility for all public information and public relations for the project and to make a fitting announcement to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the projects.
8. Basis for local participation:
- (a) Funding for preliminary engineering for a connecting highway 75% State, 12.5% Brookfield, 12.5% New Berlin based on the Department's policy for connecting highways.
 - (b) Funding for real estate required for standard roadway construction, 100% State
 - (c) Funding for compensable utilities required for standard roadway construction, 100% Municipal.

(d) Funding for construction of standard roadway items – 100% State.

(e) Funding for non-participating items 100% Municipality.

Comments and Clarification: This agreement is an active agreement that may need to be amended as the project is designed. It is understood that these amendments may be needed as some issues have not been fully evaluated or resolved. The purpose of this agreement is to specify the local and state involvement in funding the project. A signed agreement is required before the State will prepare or participate in the preparation of detailed designs, acquire right-of-way, or participate in construction of a project that merits local involvement.

CAPITAL IMPROVEMENT PROJECT REQUEST

(A) Type of Project: ☒ New ☐ Expanded ☐ Replacement/Maintenance	(B) Project No. ____ Dept Priority No. <u> 7 </u> Date Submitted: _____ Fund#: ____ Organization #: ____				
(C) Submitted By: <u>Community Development</u> (Department) Prepared By: <u>Tamara Simonson, City Engineer</u>	(D) Previous Action: ☒ New ☐ Revise ☐ Resubmittal				
(E) Project Title: <u>Municipal Parking Lot Rehabilitation</u>					
ATTACH PROJECT SUMMARY AND DOCUMENTATION					
(F) Estimated Capital Costs:					
ITEM	2024	2025	2026	2027	2028
Land Acquisition					
Equipment					
Construction	\$740,000				
Other (Design & Legal)					
Total Capital Costs	\$740,000				
(G) Estimated Maintenance & Operating Costs:					
Salaries/Benefits					
Operating Costs					
Total Operating Costs					
(H) Source of Financing					
General Fund/Bond	\$740,000				
Special Assessment (Impact Fees, Park & Open Space Fees)					
Grants/Other					
(I) Are new personnel involved in this request? <u> Yes </u> ☒ <u>No</u>					
(J) Disposition of Previous Facility:					
(K) Mayor's Comments:					

CITY OF NEW BERLIN CAPITAL PROJECT SUMMARY	
Project Title: Municipal Parking Lot Rehabilitation	Department: DCD/Engineering

(A) Project Scope and Description:

This project consists of removal of the existing Public Safety Building parking lot, base repair, and resurfacing with asphalt pavement. Restoration will be completed as the final step.

(B) Locations:

Public Safety Building – 16300 W. National Ave.

(C) Analysis of Need:

All Municipal Parking lots were inspected by Staff in the spring of 2022 to evaluate surface conditions. In coordination with the Police lower-level ramp replacement and grading project that was completed in 2023, DCD is recommending reconstruction of the Public Safety Building parking lot in 2024.

The Public Safety Building sidewalk has been reconfigured to improve the flow of traffic. The plan includes removal of pavement, ditch grading, base repair, and driveway pavement. The pavement will be suitable to meet the needs of the traffic that utilizes this area daily.

(D) Alternatives:

Rehabilitation treatments have been evaluated. The selected treatment is listed in the project scope and description based on cost/benefit per square foot of material to labor expense.

(E) Ongoing Operating Costs:

Once the parking lot is resurfaced, only minor maintenance should be needed over the next 10-15 years. Municipal facilities and Parking lots are evaluated on a biennial basis.

Municipal Parking Lot Rehabilitation
City Facility
Various Locations

This project will include the resurfacing of the three Public Safety Building parking lots in 2024. Included in the estimates are pavement removal, base repairs, asphalt pavement, and restoration. Attached is the future plan for Municipal facilities and parking lot rehabilitation.

Construction Cost:

Project Name	Description		2024	2025	2026	2027
Public Safety Bldg (East)	Remove and replace existing pavement.		\$190,000			
Public Safety Bldg (Mid)	Remove and replace existing pavement.		\$125,000			
Public Safety Bldg (West)	Remove and replace existing pavement.		\$425,000			
Malone Park Gazebo Lot	Remove and replace existing pavement.			\$300,000		
Valley View Park (South)	Remove and replace existing pavement.				\$165,000	
Valley View Park (North)	Remove and replace existing pavement.				\$165,000	
Valley View Park (Southwest)	Remove and replace existing pavement				\$100,000	
Calhoun Park (South)	Remove and replace existing pavement					\$100,000

Motion Sheet

Date:

To: Common Council, Mayor Ament &

From:

Re: Item(s) requiring Council action from the
held on

MEETING ITEM	
COUNCIL MOTION	

MEETING ITEM	
COUNCIL MOTION	

MEETING ITEM	
COUNCIL MOTION	

MEETING ITEM	
COUNCIL MOTION	

MEETING ITEM	
COUNCIL MOTION	

REQUESTED ACTION STATEMENT

TO: Recreation Commission
Common Council
Mayor Dave Ament

FROM: Katie Roth, Recreation Manager

RE: Requested Action Statement for the recommendation of approval to the Common Council of the Facility Rental Fee Waiver Policy.

DATE: 12-6-2023

REQUESTED ACTION: Requested Action Statement for the recommendation of approval to the Common Council of the Facility Rental Fee Waiver Policy.

FISCAL IMPACT: Imposing a cap on the number of complimentary facility rentals to offset the expenses related to staff setup and takedown, as well as administrative time.

RATIONALE/BACKGROUND: The Policy has changed for Facility Rental's to the following:

- The requested waiver/discount must not be valued at more than \$500.00 per year (previously \$550- per time).
- A waiver may only be requested one time per year per group. (1 Picnic Shelter Rental & 1 Community Center Rental). (Previously unlimited).
- Youth/Church/Senior Groups- Updated Policy

If non-profit City of New Berlin based organizations such as; youth groups, churches, schools, or senior citizen groups with a non-profit tax ID number wish to reserve a site for events during regular business hours (Monday-Thursday) that do not qualify as a "Special Event," there is no charge and can have up to 1 picnic rental fee waived per year per group. However, a Rental Fee Waiver/Discount Request Form must be completed and approved at least 30 days in advanced. Rental fee waiver requests that exceed either of the criteria must be approved by the Recreation Commission.



City of New Berlin Recreation Department

Rental Fee Waiver/Discount Request Policy

I. General

This policy establishes parameters for rental fee discounts and the issuance of rental fee waivers for temporary use of the City of New Berlin facilities. Facility fees and charges may be waived in certain limited cases.

II. Application Procedure

On occasion, when the defined criteria are met, rental fees and charges may be waived or reduced. Written requests for waiver of fees and/or charges must be received 30 days in advance, in letter form to the Recreation Manager. Supplementing this letter must be the completed "Rental Fee Waiver/Discount Request Form". It should be noted that fee waivers are for department/facility fees only. Direct costs including, but not limited to, vehicle costs, traffic control, staff time or other City fees, including security deposits are not eligible for waiver or reduction under this policy. Each organization seeking a rental fee waiver or discount shall provide the required qualifying criteria and documentation for consideration. A waiver may only be requested one time per year per group. (1 Picnic Shelter Rental & 1 Community Center Rental).

III. Responsibility

The Recreation Manager shall ensure that the department follows the procedures set forth in this policy.

IV. Qualifying Criteria

- a) Organizations must meet the following criteria to be considered for a rental fee waiver or discount:
 - 1) Organizations must be based in the City of New Berlin (principal office and place of business must be located in the City of New Berlin) and be composed of, at least 80%, New Berlin residents.
 - 2) Organizations may not exclude any New Berlin resident from membership in their group.
 - 3) If fees are required for membership in the organization, they must be used for expenses directly related to the activities conducted.
 - 4) The sponsoring organization must be organized as a non-profit corporation in accordance with the laws of the State of Wisconsin, and shall provide, upon request, documentation of such status.
 - 5) New Berlin community events or services must be open to attendance by the general public.
 - 6) Any profits realized from a Community event or service must be used for the purpose of supporting a project which will benefit the community in general. Examples would include donations of equipment or funds to schools, donations of park equipment, construction of community facilities, and funding programs to assist community residents.
- b) Organizations that are under a Facility Use Agreement or other contract with the City of New Berlin will be subject to the terms of their agreement.

V. Disqualifying Criteria

- a) Events without a clear civic purpose or New Berlin community benefit.
- b) Organizations which transfer any portion of their net earnings to the benefit of any private shareholder or individual, or otherwise engage in a business or commercial activity for the purpose of making a profit.
- c) Events sponsored by private individuals.
- d) Events or activities that are restricted or otherwise not open to the general public.

VI. Waiver Policy

For consideration by the Recreation Manager, the waiver request must meet the above qualifying criteria as well as the following:

- a) The request must be for temporary use, such that the event/activity is less than 12 hours in duration, and does not reoccur within the calendar year.
- b) The requested waiver/discount must not be valued at more than \$500.00 (per year).
- c) A waiver may only be requested one time per year per group. (1 Picnic Shelter Rental & 1 Community Center Rental).

Rental fee waiver requests that exceed either of the aforementioned criteria must be approved by the Recreation Commission.

Please complete form on the next page





City of New Berlin Recreation Department

Rental Fee Waiver/Discount Request Form

Name of Organization: _____ Today's Date: _____

Legal Address of Organization: _____

Contact Person or Organizer of Event: _____

Email Contact: _____ Phone: _____

Organization Description: _____

Descriptions of proposed activity: _____

Date & duration of proposed activity: _____

Has this event been scheduled with the New Berlin Recreation Department in the past? ☐ Yes ☐ No

Does this event require any street or park closures? ☐ Yes ☐ No

Please provide a site plan for your event or activity: ☐ Attached ☐ Not attached

Number of expected participants or attendees? Youth _____ Adults _____

Please describe how this activity will positively impact the New Berlin Community: _____

Is someone from your organization profiting financially from this event? ☐ Yes ☐ No

Is your organization an official non-profit 501(c)3? ☐ Yes ☐ No

If yes, list your non-profit tax ID number: _____

Will you be charging a fee for this event? ☐ Yes ☐ No

If yes, please list fees: _____

Is this event open to the public? ☐ Yes ☐ No

What percentage of fees are you asking to be waived? _____

Will this event take place next year? ☐ Yes ☐ No

Review Process: Waiver requests are reviewed on a month to month basis and as the Recreation Commission meets monthly. Upon review, you will be notified within 1 business day if your request has been approved or denied. Please note that simply meeting the outlined criteria does not guarantee a waiver of fees.

Applicant Signature: I understand and agree to abide by all of the Facility Fee Waiver and Facility Rental regulations as stipulated in the Facility Use Agreement. I certify that all statements made on this application are true and complete to the best of my knowledge. I understand that any false statements may result in denial of the requested permit or revocation of any issued permit.

Signature: _____ Date: _____

Received by: _____ Date Received: _____ Criteria met: Y N
Status (circle one): Approved Denied Conditional Total Fees Waived: _____
Total Fees Due: _____ Approved by: _____ Date approved: _____

REQUESTED ACTION STATEMENT

TO: Recreation Commission
Common Council
Mayor Dave Ament

FROM: Katie Roth, Recreation Manager

RE: Requested Action Statement for the recommendation of approval to the Common Council of the 2024 Community Center Rental Packet.

DATE: 12-4-2023

REQUESTED ACTION: Requested Action Statement for the recommendation of approval to the Common Council of the Community Center Rental Fees.

FISCAL IMPACT: The Community Center Rental Fees are increased to reflect the current staffing fees and supplies needed to prep and maintain the Community Center.

RATIONALE/BACKGROUND: The Community Center Rental Fees are increased to reflect the current staffing fees and supplies needed to set up and maintain the community center:

- Cleveland Room Rental is now \$100/HR for Residents (\$140 for non-residents) for a minimum of 5 hours to rent to cover the staff fees to set up and take down the event.
- Trailside Room Rental is now \$70/HR (\$100 for non-residents) for a minimum of 4 hours to cover the staff fees to set up and take down the event.
- Park, Buildings & Grounds maintenance's In-House Cost is now \$57/HR.

The proposed modifications to the fee structure at the New Berlin Community Center have been thoughtfully considered to secure the sustainable maintenance and operation of our community's facilities. Several factors, including increased operational costs, staffing and equipment expenses, and facility maintenance, have necessitated these fee adjustments.

Implementing these changes is crucial to consistently provide maintained community center facilities for the benefit of our local community.

New Berlin Community Center

14750 W. Cleveland Ave. | New Berlin, WI | 53151

WELCOME!

Welcome to the New Berlin Community Center which is also known to many of the locals as the “Old Library.” The Center is owned and operated by the City of New Berlin and provides key spaces for a variety of programs, activities, and events sponsored by the Recreation Department. The New Berlin Senior Citizens' Club and New Berlin Food Pantry also operate out of this facility on a year-round basis.

When the Community Center is not being utilized for City-sponsored activities, several rooms are made available for rentals to both resident and non-resident community organizations and citizens. Meetings, weddings, family reunions, and birthdays are just a few of the many occasions that the facility accommodates. The location is conveniently located within 10 minutes of two major freeways and sits adjacent to Lions Park and its many amenities which include: walking paths, picnic shelters, tennis/pickleball courts, a fishing pond, ball diamond, newly renovated playground, and much more!

Included in this rental information packet you will find the rules and regulations that govern the rental usage of the New Berlin Community Center, hours of operation, rooms available for rent and the corresponding fees, space capacities, etc.

How To Reserve a Space

- Contact the Recreation Dept. to check room availability **(262) 797-2443** or **recreation@newberlin.org**
- **Reservations are only accepted in-person** at the New Berlin Activity and Recreation Center on a first come, first served basis. Full payment, including deposit, is due at the time of booking.



Contact Information

NEW BERLIN RECREATION DEPARTMENT

15321 W. National Ave.
New Berlin, WI 53151

OFFICE HOURS

Monday-Friday 7:00am-7:00pm
Saturday 9:00am-5:00pm

Hours subject to change by season

RECREATION PHONE

(262) 797-2443

EMAIL

recreation@newberlin.org

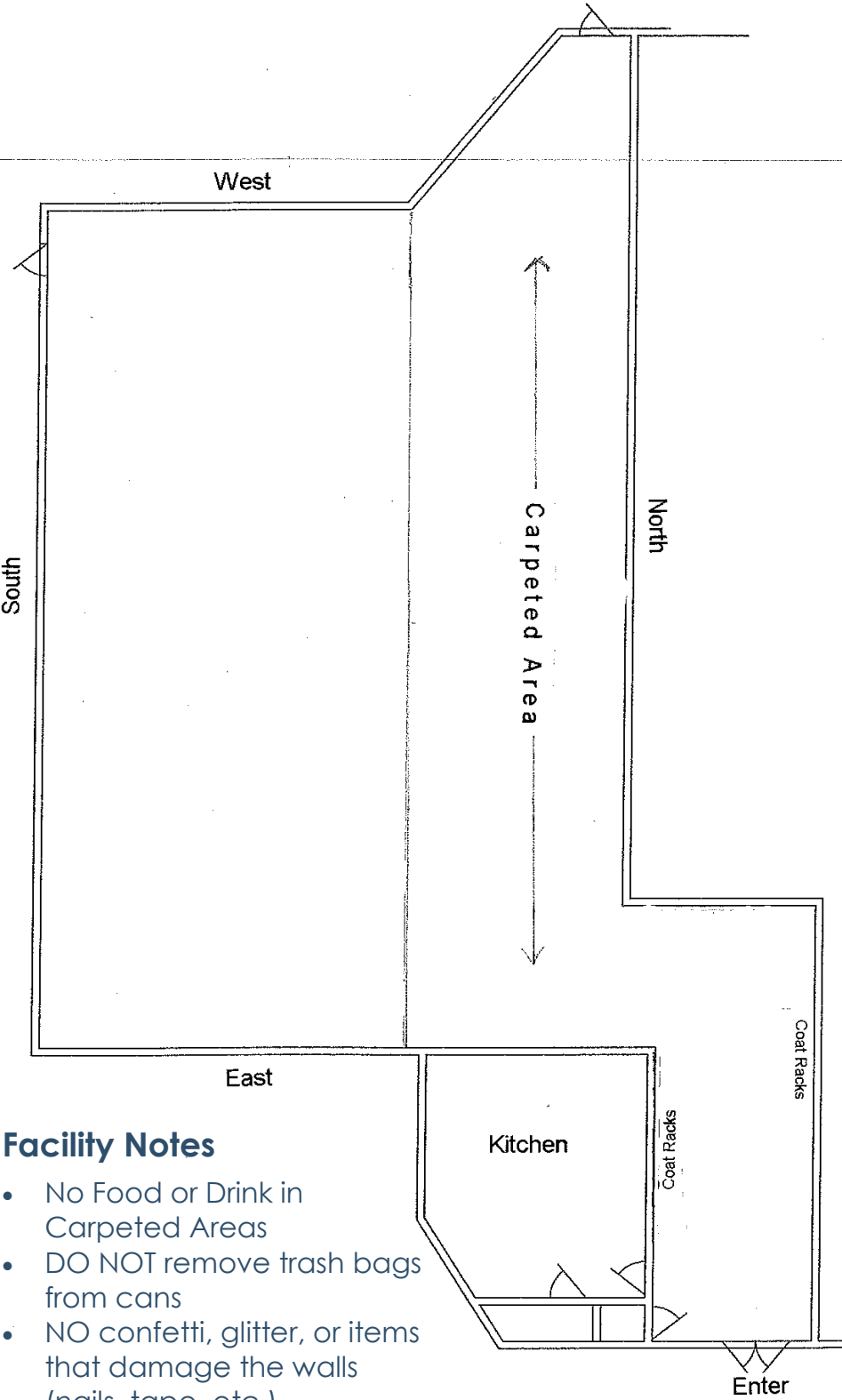
ONLINE

www.newberlinwi.gov



New Berlin Community Center

Cleveland Room with Kitchen



Facility Notes

- No Food or Drink in Carpeted Areas
- DO NOT remove trash bags from cans
- NO confetti, glitter, or items that damage the walls (nails, tape, etc.)

Cleveland Room

SQUARE FOOTAGE

4,687

CAPACITY

176 people

MINIMUM RENTAL HOURS

Monday-Thursday: 3 Hours
Friday-Sunday: 5 Hours

HOURLY FEE:

Residents: \$100 per Hour
Non-residents: \$140 per Hour

SECURITY DEPOSIT:

\$500 (due at time of booking)

INCLUDED WITH RENTAL:

- Basic Kitchen Space
 - Refrigerator
 - Microwave

TABLES & CHAIRS AVAILABLE:

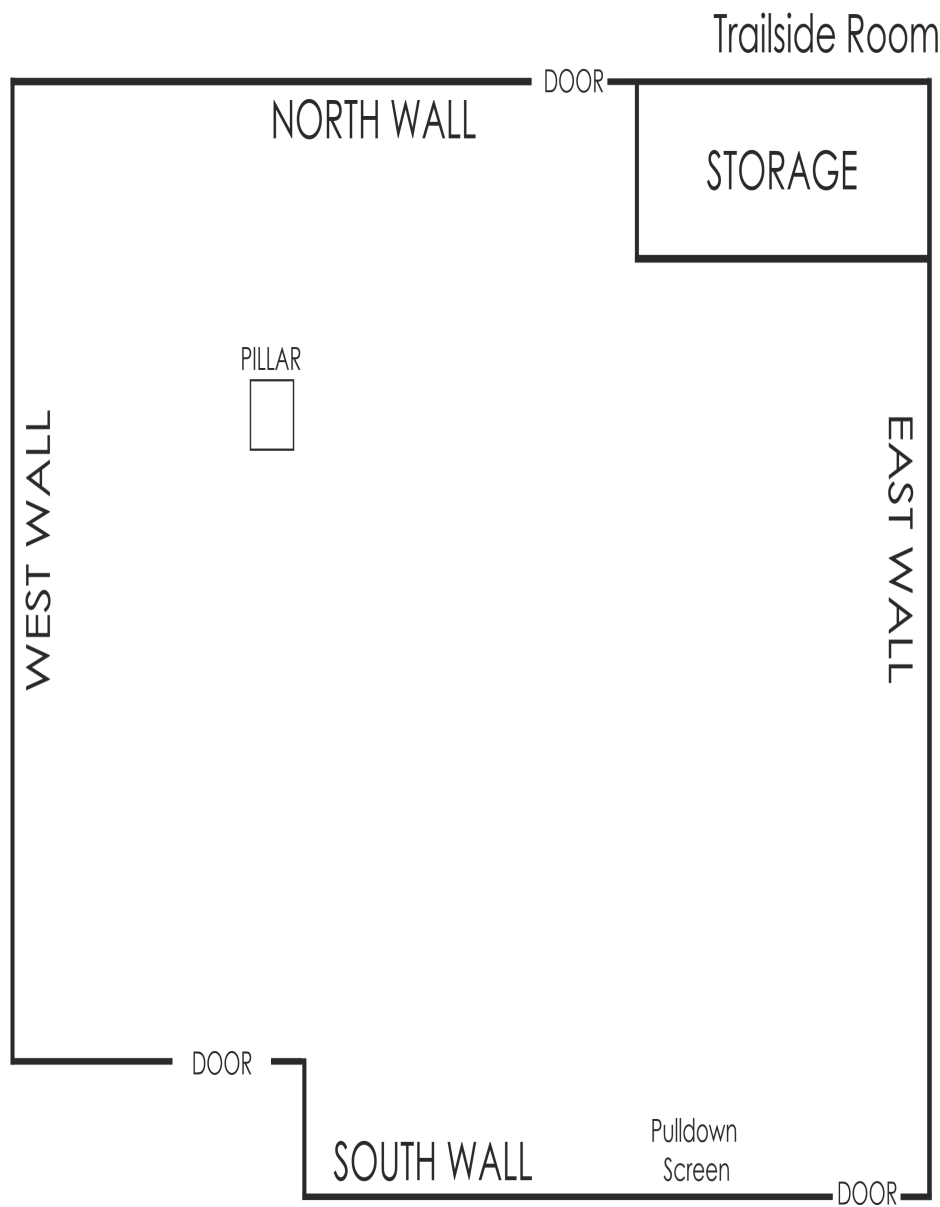
- 17—6 foot round tables with 8 chairs each
- 7—5 foot round tables with 6 chairs each
- 5—6ft rectangle tables for food, gifts, drinks, etc.

ROOM SET-UP

The Renter Applicant is responsible for choosing a room set-up configuration no later than two weeks prior to the rental. If no room set-up configuration is submitted, staff will set-up a general configuration according to the number of guests listed on the permit.

New Berlin Community Center

Trailside Room with Kitchen



Facility Notes

- Trailside Room Kitchen is kitty-corner to southeastern wall of the Trailside Room (not shown in diagram)
- No Food or Drink in Carpeted Areas
- DO NOT remove trash bags from cans
- NO confetti, glitter, or items that damage the walls (nails, tape, etc.)

Trailside Room

SQUARE FOOTAGE

1,614

CAPACITY

80 people

MINIMUM RENTAL HOURS

Monday-Thursday: 2 Hours
Friday-Sunday: 4 Hours

HOURLY FEE:

Residents: \$70 per Hour
Non-residents: \$100 per Hour

SECURITY DEPOSIT:

\$500 (due at time of booking)

INCLUDED WITH RENTAL:

- Deluxe Kitchen Space
- Refrigerator/Freezer
- Microwave & Stove/Oven

TABLES & CHAIRS AVAILABLE:

- 16—6 foot rectangle tables with 4 chairs each (for groups of 80 2 tables will be pushed together with 10 chairs each)
- Additional 6 foot rectangle tables for food, gifts, drinks, etc.

ROOM SET-UP

The Renter Applicant is responsible for choosing a room set-up configuration no later than two weeks prior to the rental. If no room set-up configuration is submitted, staff will set-up a general configuration according to the number of guests listed on the permit.

NEW BERLIN COMMUNITY CENTER APPLICATION FORM

New Berlin Recreation Department - Phone (262) 797-2443

15321 W National Ave, New Berlin, WI 53151

Email: recreation@newberlin.org Website: www.newberlinwi.gov

APPLICANT NAME: _____ GROUP/COMPANY: NAME _____

ADDRESS: _____ CITY: _____ ZIP: _____

PHONE (Home): _____ (Work): _____ (Cell): _____

EMAIL: _____

ALTERNATE CONTACT NAME: _____

PHONE (Home): _____ (Work): _____ (Cell): _____

EVENT DESCRIPTION: _____

EVENT DATE: _____

EVENT START TIME: _____ EVENT END TIME: _____ ESTIMATED ATTENDANCE: _____

ROOM(S) REQUESTED:

CLEVELAND COMMUNITY ROOM ☐ Capacity 176 (includes use of Kitchen)

Use of Kitchen will be needed: ☐ Yes ☐ No

Food will be served: ☐ Yes ☐ No

If yes, will this be a Catered event? ☐ Yes ☐ No

TRAILSIDE ROOM

☐ Capacity 80 Banquet (includes use of Kitchen)

Use of Kitchen will be needed: ☐ Yes ☐ No

Food will be served: ☐ Yes ☐ No

If yes, will this be a Catered event? ☐ Yes ☐ No

Other Options:

Alcohol (Beer/Wine/Liquor)

☐ Yes ☐ No

Are you charging for alcohol?

☐ Yes ☐ No

Are you charging an entrance fee?

☐ Yes ☐ No

Amplified Music (more than Bluetooth speaker)

☐ Yes ☐ No

Other Options: Please enter the **number** of items you need:

_____ Food & Beverage Tables _____ Display/Gift Tables _____ Seating Tables _____ Diagram Attached

Any changes to the rental application (less than 5 business days prior to event) will not be granted!

The undersigned applicant agrees on behalf of him or herself and all users of the New Berlin Community Center under the auspices of this application to indemnify and hold harmless and release the City of New Berlin its officers, elected officials, agents and insurers as and against any and all actions, demands, damages, causes of actions and claims of any kind or nature, including actual attorney's fees arising from, or in any way attributed to, in whole or in part, the granting of this application and/or the use of the New Berlin Community Center by the applicant or anyone participating in or involved with the event which is the subject of the application. Notwithstanding the foregoing the applicant shall not be required to indemnify the City against the City's own negligent or intentional conduct. By signing this agreement I/we acknowledge that I/we have read it (& Policies & Procedures) in its entirety, have given its terms due consideration, understand said terms and understand that I/we are freely and voluntarily giving up certain rights. I/we further intend that this agreement shall be binding upon all of our heirs' successors and assigns.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

NEW BERLIN COMMUNITY CENTER BUILDING PROCEDURES & CLEANUP

- The Community Center doors are operated on an electronic locking system. Doors will automatically unlock at the start time listed on your permit, and automatically lock at the end time listed on your permit.
- You may enter the Main entrance at the North side or South side of the building.
- As you enter your designated room, turn on the lights. Please make sure to turn off lights when your rental/meeting has concluded.
- Upon conclusion of your meeting, make sure that all areas you have utilized have been cleaned up. Each kitchen has cabinets marked with cleaning supplies for your use.
- If you are leaving more than **1 hour earlier** than the times listed on your rental, **please contact: Facilities Management: (Mon-Fri 8:00 am-3:00 pm at 262-797-2471) or (Nights & Weekends Cell at 262-527-4843).**
- Upon conclusion of your rental/meeting, please make sure all doors to rooms that you have utilized are shut.
- Make sure all outside doors are shut.

CLEAN-UP POLICIES

The policies listed below will serve to identify the responsibilities on the part of both the City of New Berlin staff and the Permit Holder.

STAFF

The Primary function of City staff is to set up all tables and chairs **prior** to an event and to remove tables and chairs if necessary for the next event. The Community Center will have clean-up materials available on the premises to aid **PERMIT HOLDERS** in cleaning, such as mops and trash bags.

PERMIT HOLDER

The renter bears the responsibility of leaving the facility in the same condition as it was found. Failure to comply will lead to forfeiture of ALL or part of the permit holder's security deposit.

In order to ensure a FULL reimbursement of the security deposit, the user must meet the following criteria:

- _____ All bottles, cans, cups, tableware, etc. placed into proper trash containers.
Remember, NO tableware or silverware is provided by the City of New Berlin.
- _____ Tables and chairs wiped clean of food and beverage spills
- _____ Any "wet spills" on floor mopped (wet spills must be addressed at the time they occur). If you have a wet spill, there is a mop, pail, and wet sink located in the closet inside of the men's bathroom.
- _____ Trash is bagged and placed in wastebaskets. **Do not remove plastic bags from garbage receptacles!**
- _____ Kitchen area clean and cleared of any food or debris.
- _____ All decorations taken down and discarded properly or removed from the building. No confetti, glitter, or other lingering decorations are used.

IMPORTANT!!

Events must conclude at the time specified on the Facility Agreement. The City of New Berlin does not permit adding additional time to an event the day of the event. If for any reason the allotted time exceeds the designated departure times, the Permit Holder's deposit will be forfeited and the Police Department may be dispatched. As noted above, the Community Center has a building computer system that will identify whether the building is being used past the designated time of the facility agreement.

COMMUNITY CENTER FACILITY RESERVATION INFORMATION

To reserve a room at the New Berlin Community Center, please contact:

New Berlin Recreation Department
15321 W National Ave
New Berlin, WI 53151-0921
262-797-2443

City of New Berlin Recreation Department programs and other City of New Berlin events have first priority in scheduling use of rooms in the Community Center. The City of New Berlin reserves the right to limit the size of groups or available rooms based upon the capacity of the facilities, available parking, and to protect the public health and safety.

Facility Application:

Rooms at the Community Center may not be rented in advance of the following dates:

- **January 2024-May 2024 Reservations:** Begin Accepting in late November 2023
- **June 2024-August 2024 Reservations:** Begin Accepting in late March 2024
- **September 2024-December 2024 Reservations:** Begin Accepting in late July 2024

This ensures all City of New Berlin events are scheduled before accepting private rentals.

Commercial solicitation and transactions are prohibited. When facilities are not in use for scheduled City of New Berlin activities, and are available to the public for rent, then use of facilities is available on a first come, first served basis. The Applicant must be at least 21 years of age. The person or organization to whom the permit is issued assumes all responsibility for use of the facility. Permits cannot be transferred, assigned, or sublet. The rooms reserved for your activity are included on your permit. All other rooms in the facility are off limits.

Reservations:

Reservations are only accepted in-person at the Recreation Department office located at 15321 W. National Ave.). Hours are Monday-Friday, 8 AM – 4:30 PM.

Reservation Status:

A rental reservation is considered binding after the Facility Rental Agreement has been signed by the rental applicant and approved by City personnel. Rental applicants may not advertise any event until this time. Reservations will be confirmed and considered complete only after all required forms are signed and submitted and applicable fees and deposits are paid. The Recreation Department does not hold dates for any individual, businesses, groups, or organizations.

Rental Security Deposits and Payment Information:

ALL Rentals must be paid for in full at time of booking.

1. Rental Fee:

- a. Rental payment must be made in full at the time of the facility application approval.

2. Security Deposit:

- a. The security deposit fee for all rentable rooms is \$500. A credit or debit card will be required to cover the Security Deposit. The Security Deposit is due when booking the event. The deposit is refundable if the conditions of the rental are met (processed within one week following event). If damage occurs, the refund can be delayed.
- b. Conditions which lead to withholding part or all of the Security deposit include, but are not limited to, the following:
 - 1) Clean-up is not completed as outlined in the facility rules and regulations.
 - 2) Use of the room exceeds the scheduled rental time.
 - 3) The number of persons attending the event exceeds the number of participants listed in the agreement.
 - 4) New Berlin Recreation Department equipment or the Community Center facility is damaged during rental period.
 - 5) If damage occurs and the cost of the damage exceeds the amount of the deposit, the rental applicant will be billed for any additional expense. Damages could lead to losing future facility use privileges. The decision of whether the deposit shall be refunded is solely up to the Recreation Department and will not be refunded until the facility has been inspected by City personnel.
 - 6) Additional staff time charge required for special services or items not included in prepaid facility charge, but used by renter during the rental period.

Cancellation/Refund Policy:

- a. For cancellation requests received at least 60 days prior to the event date for all available rooms, all (100%) of the rental fees will be refunded plus the Security Deposit.
- b. For cancellation requests received less than 60 but more than 30 days prior to the event date for all available rooms, one-half (50%) of the rental fees will be refunded plus the full Security Deposit.
- c. For cancellation requests received less than 30 days prior to the event date, only the security deposit will be refunded. None (0%) of the rental fees will be refunded.
- d. Renter shall be liable for all costs of any additional services already performed.
- e. The person who signed the contract must submit the request for cancellation to the New Berlin Recreation Department.

Available Rental Hours:

Sunday: 10:00 AM - 10:00 PM

Monday through Thursday: 8:00 AM - 10:00 PM

Friday: 8:00 AM - 12:00 Midnight

Saturday: 10:00 AM - 12:00 Midnight

Facility will be closed on all major holiday weekends and election weekends.

New Berlin Community Center Fee Schedule Category Definitions:

Resident:

- a. Any New Berlin resident, individual residing within New Berlin city limits, resident business renting for non-commercial use, or resident group. To be considered a resident business, both the principal office and place of business must be located within the corporate limits of the city.
- b. New Berlin public or private elementary, middle school and high schools located within the corporate limits of the city.

Non-Resident:

- a. Any individual, business, non-profit, or for-profit group residing outside the New Berlin city limits.

Fee Waiver Policy:

- a. Please contact the Recreation Department to request the facility fee waiver policy.

Fundraising Activities:

- a. Fundraisers are only permitted on behalf of Community Based Non-Profit Organizations, or on behalf of benevolent, philanthropic, patriotic, or charitable organizations.
- b. Every charitable organization intending to conduct a fundraising activity must provide to the Department the following:
 - 1. Name under which the charitable organization intends to solicit contributions.
 - 2. Names and addresses of officers, directors, trustees, and executive personnel.
 - 3. Names and addresses of any professional fundraiser or professional solicitors.
 - 4. General purpose for which the charitable organization is organized and purpose for which the contributions to be solicited will be used.
 - 5. Where and when the organization was established and evidence of tax-exempt status.
 - 6. Whether the organization has ever been banned by any court from soliciting contributions or lost its authorization to solicit contributions.

NEW BERLIN COMMUNITY CENTER
2024 DATES UNAVAILABLE FOR RENTALS

2024 Holiday Closures

- Friday, December 29th, 2023 thru Tuesday, January 2nd, 2024
New Year's Holiday
- Friday, March 29th thru Sunday, March 31st
Easter Holiday
- Friday, May 24th thru Monday, May 27th
Memorial Day Holiday
- Monday, July 1st thru Sunday, July 7th
4th of July Holiday
- Friday, August 30th thru Monday, September 2nd
Labor Day Holiday
- Wednesday, November 27th thru Sunday, December 1st
Thanksgiving Holiday
- Monday, December 23rd thru Wednesday, December 25th
Christmas Holiday
- Monday, December 30th, 2024 thru Thursday, January 2nd, 2025
New Year's Holiday

2024 Election Closures

- Friday, February 16th thru Wednesday, February 21st
Spring Primary
- Friday, March 29th thru Wednesday, April 3rd
Spring General
- Friday, August 9th thru Wednesday, August 14th
Fall Primary
- Friday, November 1st thru Wednesday, November 6th
Fall General

Please note that additional "Unavailable Dates" may be added throughout the year. Contact the Recreation Department for the most up-to-date schedule.



REQUESTED ACTION STATEMENT

TO: Recreation Commission
Common Council
Mayor Dave Ament

FROM: Katie Roth, Recreation Manager

RE: Requested Action Statement for the recommendation of approval to the Common Council of the 2024 Picnic Shelter Rental Packet.

DATE: 12-6-2023

REQUESTED ACTION: Requested Action Statement for the recommendation of approval to the Common Council of the Picnic Shelter Fees.

FISCAL IMPACT: Picnic Shelter Fees are increased to reflect the newly constructed shelters and additional fees for portable restroom packages.

RATIONALE/BACKGROUND: The Picnic Shelter Fees have increased:

- Buena Park Shelter #1- West (No Electricity) was previously \$65/day to rent and now increased to \$105/day to be in the 3rd tier of picnic shelter pricing.
- Buena Park Shelter #2- East was previously \$65/day to rent and now increased to \$105/day to be in the 3rd tier of picnic shelter pricing.
- Malone Park portable Restroom Package has increased from \$246 to \$275.

Youth/Church/Senior Groups- Updated Policy

If non-profit City of New Berlin based organizations such as; youth groups, churches, schools, or senior citizen groups with a non-profit tax ID number wish to reserve a site for events during regular business hours (Monday-Thursday) that do not qualify as a "Special Event," there is no charge and can have up to 1 picnic rental fee waived per year per group. However, a Rental Fee Waiver/Discount Request Form must be completed and approved at least

30 days in advanced. Rental fee waiver requests that exceed either of the criteria must be approved by the Recreation Commission.

The proposed adjustments to the fee structure for picnic shelter reservations aim to ensure the sustainable maintenance and effective operation of these outdoor facilities. Factors such as increased operational costs, staffing and equipment expenses, and the ongoing maintenance of picnic shelters have led to the necessity of these fee modifications.

These changes are vital for consistently providing well-kept picnic shelter spaces, benefiting our local community, and enhancing the overall experience for those utilizing these facilities.



City of New Berlin
Recreation Department
PARK PERMIT FORM
2024

NAME _____ EVENT DAY/DATE _____
GROUP _____ ARRIVAL/DEPARTURE TIMES _____
ADDRESS _____ CITY _____ ZIP _____
PHONE (H) _____ (C) _____ ESTIMATED ATTENDANCE _____
ACTIVITY PLANNED _____

PARK ADDRESS SEATING CAPACITY

BUENA PARK

_____ #1-West 1700 S. 165th St. 24
_____ #2-East 16301 W. Coachlight Dr. 24

CALHOUN PARK

_____ Shelter 1 5400 S. Calhoun Rd. 75
_____ Shelter 2 5400 S. Calhoun Rd. 60
_____ Shelter 3 5400 S. Calhoun Rd. 45

LIONS PARK

_____ Shelter 1 14900 W. Overland Trail 50
_____ Shelter 2 14800 W. Lincoln Ave. 40

MALONE PARK

_____ Shelter 1 16300 W. Al Stigler Pkwy. 100
_____ Shelter 2 16300 W. Al Stigler Pkwy. 25
_____ Gazebo 16300 W. Al Stigler Pkwy. 25

PROHEALTH CARE

_____ #1 East 2950 S. Sunny Slope Rd. 65
_____ #2 South 2950 S. Sunny Slope Rd. 65

VALLEY VIEW PARK

_____ Shelter 1 5051 S. Sunny Slope Rd. 75
_____ Shelter 2 5051 S. Sunny Slope Rd. 60
_____ Fire Bowl (issue Special Ceremonial Burning Permit)

I/WE THE UNDERSIGNED, WILL ASSUME ALL RESPONSIBILITY FOR THE PROPER CARE AND UTILIZATION OF THE ABOVE STATED PARK AREA AND/OR FACILITIES, INCLUDING ALL EQUIPMENT AND GROUNDS CONTAINED THEREIN, IN ACCORDANCE WITH THE POLICIES AND REGULATIONS OF THE NEW BERLIN RECREATION COMMISSION AS STATED IN MUNICIPAL CODE (CHAPTER 19) OF THE CITY OF NEW BERLIN, WISCONSIN. (See reverse side for rules and regulations)

SIGNATURE OF APPLICANT _____ DATE _____

BEER-LIQUOR YES _____ NO _____

AMPLIFIED MUSIC YES _____ NO _____
(Noise permit must be obtained from Police Dept. at no charge)

PIG/CHICKEN ROAST YES _____ NO _____

TENT ERECTION YES _____ NO _____
Only Pop-ups, no stakes allowed)

FUNDRAISING YES _____ NO _____

SELLING YES _____ NO _____

MISCELLANEOUS INSTRUCTIONS/NOTES:



Picnic Rate Schedule

1st Tier – Malone Site #1 (Holds 200, Seats 100) \$50 Key Deposit for kitchen

Group Size	Resident Fee	Non-Resident Fee
0 - 75	\$125	\$170
76 – 150	\$155	\$210
151 – 200	\$220	\$295
201 & Up	\$390	\$525

****Fees for groups of 201-350 include reservations for Malone #1 & #2 in addition to the Malone Park Gazebo****

****Portable Restroom Package (groups over 300 people) will include a \$275 mandatory fee****

2nd Tier – ProHealth Care #1 & #2 (Each Side Holds 75, Seats 65. Both Sides Hold 150, Seats 130)

Group Size	Resident Fee	Non-Resident
0 - 75 (One Side)	\$115	\$155
75-150 (Both Sides)	\$165	\$225

3rd Tier

Calhoun #1 (Holds 100, Seats 75)

Calhoun #2 (Holds 75, Seats 60)

Calhoun #2 is over bridge (no vehicle access)

Calhoun #3 (Holds 65, Seats 45)

\$50 Key Deposit for Calhoun 3

(enclosed shelter requires key)

Lions #1 (Holds 75, Seats 50)

Lions #2 (Holds 75, Seats 40)

Malone #2 (Holds 50, Seats 25)

Malone Gazebo (Holds 50, Seats 25)

Valley View #1 (Holds 100, Seats 75)

Valley View #2 (Holds 100, Seats 60)

Buena #1-West (Holds 50, Seats 24)

1700 S 165th St. (NO ELECTRICITY)

Buena #2-East (Holds 50, Seats 24)

16301 W Coachlight Dr.

Group Size	Resident Fee	Non-Resident Fee
0- 75	\$105	\$140
76– 150	\$135	\$180
151– 200	\$175	\$235

*For groups of 201-350, please refer to 1st Tier Malone Park pricing above.

PICNIC RENTAL POLICY

YOUTH/CHURCH/SENIOR GROUPS

If non-profit City of New Berlin based organizations such as; youth groups, churches, schools, or senior citizen groups with a non-profit tax ID number wish to reserve a site for events during regular business hours (Monday-Thursday) that do not qualify as a "Special Event," there is no charge and can have up to 1 picnic rental fee waived per year per group. However, a Rental Fee Waiver/Discount Request Form must be completed and approved at least 30 days in advanced. Rental fee waiver requests that exceed either of the criteria must be approved by the Recreation Commission.

SERVICES & DEMONSTRATIONS

All events are subject to municipal code 184-7.

CANCELLATION POLICIES

Full refunds will be granted up **to 60 days prior** to the reservation. Cancellations made **less than 60 days but more than 7 days prior** to a picnic will receive a refund in the amount of 50% of the picnic rental fee. No refund will be granted for cancellations **made 7 days or less prior** to the scheduled picnic or because of inclement weather. Picnics may be rescheduled in the same season depending on shelter availability at no additional cost. Rescheduled picnics follow the regular cancellation policy.

SHELTER CAPACITIES

Each picnic area has both a "hold" and "seating" capacity. The hold capacity represents the total capacity of the shelter and its surrounding area. The seating capacity represents only the capacity of the picnic tables currently underneath the shelter. If your event attendance is greater than the seating capacity, depending on schedule and weather allowance, the Parks, Buildings and Grounds Department will make their best effort to deliver additional picnic tables to the shelter for your event. **NO ADDITIONAL TABLES WILL BE DELIVERED TO SHELTERS.**

BEER-LIQUOR & NOISE PERMIT FEES

Beer/Liquor is allowed in designated picnic areas with completed picnic permit. If the use of public address systems or live amplified music will be associated with the picnic, a Noise Permit must be obtained from the New Berlin Police Department. There is no fee for the Noise Permit. Please be considerate of the park neighbors and keep the noise down.

PIG/CHICKEN ROASTS PROCEDURE

1) The roasting unit must be elevated and completely self-contained. 2) No heated parts of the roasting unit or coals may touch the asphalt, grass, cement or any other material deemed part of the park. 3) Disposal of carcass, bones, etc. must be removed from the park. Failure to comply will cause the department to invoice the responsible party a disposal fee equal to the cost incurred.

PAYMENT PROCEDURE

Picnic shelter reservations must be paid for in full at the time of booking. Requests for picnic shelter reservations for the current year by **New Berlin Residents** are accepted **starting the second Monday in January** at 9:00am. **Non-residents** may reserve a site **starting on the first Monday in March**. Fees for non-residents will be 35% more than for residents. The New Berlin Recreation Department cannot "hold" a picnic shelter for an event while awaiting final payment and reservation. Picnic shelters are reserved on a first-come, first-served basis.

NO RESERVATIONS ACCEPTED

City of New Berlin events take first priority for picnic shelter reservations, followed by New Berlin youth sports organizations. For a full list of unavailable dates for private rentals, please view the "Dates Unavailable for Rentals" list in this packet. Commercial solicitation and transactions of any kind are prohibited in City parks.

BASEBALL DIAMOND/TENNIS COURT FEES ASSOCIATED WITH PICNICS

Sports fields and tennis courts are strictly on a first-come, first-served basis if they are not prepped for games.

TENTS

Tents and other structures may not be erected without a permit from the city. No stakes, regardless of their size, shall be used to secure the tents into the ground.

INFLATABLES & DUNK TANKS OTHER LARGE PARTY ITEMS - Inflatables (Bounce Houses) & Dunk Tanks are not allowed due to insurance liability.

CERTIFICATE OF INSURANCE

Groups may be required to submit a certificate of general liability insurance coverage depending upon the nature of the activity. Additional insurance coverage is required in the following amount: General Liability Limits - \$1,000,000 each occurrence/\$2,000,000 aggregate includes contractual and personal liability injury. This policy must also name the City of New Berlin as "additional insured". This policy must be submitted to the Recreation Department **2 weeks prior to the event**.

DAMAGES/ADDITIONAL EXPENSES

The permit holder will be invoiced for damage to park property, excessive cleanup costs, or for significantly underestimating attendance.

PICNIC AREA RULES AND REGULATIONS

If you experience any problems during your picnic, please call the

Weekend Park Cell Phone: (262) 527-4843 or the New Berlin Police Dept. at (262) 782-6640

New Berlin Recreation Department Phone (262-797-2443); E-Mail – recreation@newberlin.org; Website - www.newberlin.org

1. New Berlin public park areas are available for public picnic usage from sunrise to dusk, unless as otherwise posted.
2. Group permits are granted for the exclusive use of a picnic area and shelter only. Individuals or families not disturbing or interfering with the scheduled reserved group activities including use of other park facilities and equipment are also allowed to utilize public park areas.
3. Drinking and dispensing of alcoholic beverages is permitted only in designated picnic areas. Groups or individuals wishing to sell beer or liquor may do so only with the required permits, including proper City Permit license. (Please see the attached "**Alcoholic Beverages at City Owned Facilities/Shelters-Guidelines**")
4. **No glass beverage containers shall be permitted in any park or parkway at any time.**
5. All litter, including paper, garbage, cans, or any other trash, shall be deposited in the waste receptacles provided, **except carcass/remains of pig roast which must be removed by permit holder.**
6. Use of loud speakers or other amplifying equipment is not permitted unless specifically requested and noted on the park permit, and conducted in accordance with local ordinance as administered by the New Berlin Police Department. Noise permit must be obtained from the New Berlin Police Department.
7. No person or group shall erect any structure, temporary or permanent, unless approved and noted on the park permit. Signs and decorations are permitted but must be removed, along with fasteners. No stakes, regardless of their size, shall be used to secure the tents/structures in to the ground. **INFLATABLES (BOUNCE HOUSES) & DUNK TANKS & OTHER LARGE PARTY ITEMS ARE NOT PERMITTED DUE TO INSURANCE LIABILITY.**
8. No person or group shall make or kindle any fire for any purpose except in the cooking grills provided, unless specifically requested, approved, and noted on the park permit. The use of private charcoal burners in picnic areas is permitted providing turf and other vegetation are not damaged. Unburned coals and ash shall be disposed of in such a manner as to prevent littering, fire or damage, to any park property.
9. No horses are permitted in public park areas.

10. No person shall cause damage to any tree, flower, shrub, building, fence, table, benches, turf and other equipment, signs, animal habitat, or park structure.
11. No person shall drive any motorized vehicle upon any part of the parkways except the proper drives and parking areas. Vehicles may park only in designated parking areas or along appropriate roadways unless posted otherwise.

Penalties for violation of the above rules are described in Municipal Code Chapter 19. The Parks, Buildings & Grounds Commission may also impose additional rules, penalties, suspensions, etc., in order to properly manage the New Berlin Parks and assure the greatest comfort, safety, convenience and public welfare of the citizens of New Berlin. Any observation of negligence or vandalism by any individual utilizing the park areas and facilities should be reported immediately to the New Berlin Police Department.



ELECTRICITY

Electricity is available at all shelters with the exception of the Buena Park shelters. Caution is advised when using the electrical service. Circuit breakers can be overloaded by plugging in too many crock pots or Nesco's. It is the responsibility of the permit holder to avoid overloading and tripping the circuit breakers. Each outlet has 2 plug-in's.

<i>ELECTRICAL SERVICE</i>			
PARK	SHELTER 1	SHELTER 2	OTHER
BUENA	NO ELECTRIC	20 AMPS- 4 OUTLETS	
CALHOUN	10 AMPS - 4 OUTLETS 20 AMPS - ELECTRIC BX	10 AMPS - 2 OUTLETS	20 AMPS - 4 OUTLETS (SHELTER 3)
LIONS	10 AMPS - 4 OUTLETS	10 AMPS - 4 OUTLETS 20 AMPS - ELECTRIC BX	
MALONE	10 AMPS - 6 OUTLETS 20 AMPS - ELECTRIC BX	10 AMPS - 1 OUTLET	20 AMPS – 2 OUTLETS (GAZEBO)
PROHEALTH CARE	10 AMPS - 5 OUTLETS	10 AMPS - 5 OUTLETS	
VALLEY VIEW	10 AMPS - 4 OUTLETS 20 AMPS - ELECTRIC BX	10 AMPS – 4 OUTLETS 20 AMPS - ELECTRIC BX	

Alcoholic Beverages at City Owned Facilities/Shelters – Guidelines

Private Functions

- Alcoholic Beverages may be served as long as there is NO direct or indirect charge (monetary, tickets, etc.) for the alcoholic beverages.
- The event must be Private and closed to the general public and attendance must be via personal invitation
- If Caterer hired, all monetary charges for services involving alcohol must take place at the caterer's licensed premise (a copy of the caterers license should be provided for the city's files to ensure the caterer holds the correct license).
- Alcohol must be served by an adult at least age 18 and older. A caterer may supply personnel to dispense alcohol beverages at catered functions.
- All applicable state statutes & city ordinances that pertain to alcoholic beverages must be followed.
- State law prohibits serving alcohol to persons under 21 years of age or to anyone who is or appears to be under the influence of alcohol to a reasonable person.
- No alcohol may be served if the event is designated as a "Youth" event (majority of the participants are under the age of 21).
- Serving of alcohol must end at least 30 minutes prior to scheduled departure time. □ No person shall possess (or dispense) beverages in glass containers.

Non-Profit Organizations/Fundraisers

- A non-profit hosting a fundraiser while serving alcoholic beverages is required to apply for either a temporary Class "B" (picnic) beer license or a temporary "Class B" (picnic) wine license. If a non-profit is selling both beer and wine, they must apply for both licenses. The "Class B" wine license can only be applied for twice by the same organization within a 12 month period, however there is no limit for the Class "B" beer license.
- All licenses must be applied for with the City Clerk/Human Resources Community Relations Department. The "Class B" wine license can only be applied for twice by the same organization within a 12 month period, however there is no limit for the Class "B" beer license.
- Alcohol must be served by an individual possessing a full operator's license with the city or that has applied and been approved for a temporary operator's license for the specific event. The operator's license application can be obtained from the City Clerk/Human Resources Community Relations Department and must be applied for up to 7 days before the scheduled event.
- All applicable state statutes & city ordinances that pertain to alcoholic beverages must be followed.
- State law prohibits service of alcohol to persons under 21 years of age or to anyone who is or appears to be under the influence of alcohol to a reasonable person.
- No alcohol may be served if the event is designated as a "Youth" event (majority of the participants are under the age of 21).
- Serving of alcohol must end at least 30 minutes prior to scheduled departure time. □ No person shall possess (or dispense) beverages in glass containers.

****For all Alcohol/Operator's License Applications & Inquiries,
Contact the Community Relations/City Clerk's Office at: 262-786-8610***



REQUESTED ACTION STATEMENT

TO: Recreation Commission
Common Council
Mayor Dave Ament

FROM: Katie Roth, Recreation Manager

RE: Discussion and recommendation to the Common Council approval of a contract with Chrome Fireworks in the amount of \$6,500 for Winterfest Fireworks and the approval of the fireworks permit as approved by the city attorney.

DATE: 12-6-2023

REQUESTED ACTION: Recommend to the Common Council approval of a contract with Chrome Fireworks in the amount of \$6,500 for Winterfest Fireworks.

FISCAL IMPACT: The City has received a donation from Enjoy New Berlin in the amount of \$4,500 that will offset the majority of the fireworks expense, and the additional \$2,000 will be fundraised by the Recreation Division – in the form of donations or sales.

RATIONALE/BACKGROUND: The New Berlin Recreation Winterfest event is continuously increasing in popularity and is now on its 5th year. In an effort to engage the community and connect people with recreational opportunities in New Berlin, staff is proposing additional activities and programs for attendees – this year, the addition of fireworks. The attached agreement has been reviewed and approved as to its form by the City Attorney, with the note that the City will need to issue a permit for the fireworks.



PO Box 44186 ☆ Madison, WI ☆ 53744
608.732.4545 ☆ chromefireworks@gmail.com
www.chromefireworks.com

Sponsor

City of New Berlin
3805 S. Casper Drive
New Berlin, WI 53151

2024 CONTRACT

This contract entered into this _____ day of _____ 202__, engages the services of Chrome Fireworks & Displays, LLC, hereinafter referred to as "Chrome", to produce and perform a pyrotechnic display on behalf of Sponsor under the following terms:

This contract, together with the City of New Berlin's Terms and Conditions, represents the entire agreement between the parties hereto and there are no collateral or other agreements or understandings. Where there is conflict between this contract and the City of New Berlin's Terms and Conditions, the City's Term and Conditions will control.

1. The date of the display will be Sat January 6, 2024. In case of inclement weather, the display will be rescheduled for _____. Chrome will have complete authority to cancel the display if, in the reasonable opinion of Chrome, the health, safety, and well-being of the pyrotechnicians, spectators or property would be jeopardized by proceeding with the display including inclement weather or imminent threat thereof.
2. The cost of the display will be \$ 6,500. Upon signing this Contract, Sponsor will pay an initial payment to Chrome in the amount of \$ N/A. The remaining balance will be paid within 10 days of the display. A late fee of 1.5% per month shall apply to any unpaid balance remaining beyond a 10-day period. Should a cancellation occur once crew is enroute or onsite, the cost of insurance, labor and any non-reusable items will be billed or deducted from the deposit, minimum 50% of budget amount.
3. Sponsor will procure and furnish a suitable location for the fireworks display with adequate distances from audience, roof tops, flammable materials and other hazards in compliance with NFPA 1123 guidelines - including a minimum spectator set back of at least 350 feet at all points from the largest diameter mortars. Sponsor will secure all police, fire, local and state permits, and shall arrange for all security bonds if required by law for the location of the display. Sponsor will furnish all necessary police, fire and other appropriate protection necessary for proper crowd control and protection, automobile parking, and supervision in clearing of debris after the display. Sponsor will be solely responsible for keeping all unauthorized persons out of the display firing area and behind the safety zone lines.
4. Chrome reserves the right to make substitutions as to the amount, size and description of fireworks as is reasonably necessary to address site, weather, health, supply availability and safety concerns should they arise.
5. **Cancellation:** Should the fireworks display(s) agreed upon in this Contract be cancelled by the Client prior to the fireworks display date, shall result in liquidated damages payable to Chrome Fireworks from the Sponsor for an amount equal to 40% of the Contract price plus any and all other related costs incurred by the Display Operator in resolving matters related to failure of Client to fulfill this Contract, including but not limited court costs, attorney fees, litigation expenses, witness fees/expenses, travel expenses and similar costs), prejudgment interest, post judgment interest, fees, and expenses incurred by the Display Operator.

6. **Weather/ Shoot Trailers:** In event of worsening weather conditions at the planned showtime, Chrome will need flexibility on shoot times, earlier or later depending on weather conditions. Chrome often provides electronic & shoot trailer shows for utmost performance of the firework show. The downfall of these electronic setups is that they **CANNOT** be dismantled. The show will need to be fired or secured/ stored until the nearby rain date. It is very hazardous and potentially fatal to our crews to dismantle this type of display. Chrome needs flexibility of the Sponsor to shoot the show or adequately secure the setup until the rain date.

7. **Setup:** Chrome will provide qualified pyrotechnicians who will deliver, set-up, execute, dismantle and cleanup the pyrotechnic display. In some cases, the crew shall arrive the night prior to the event to begin setup.

8. **Clean Up & Searches:** The pyrotechnicians shall conduct an after-display search of the grounds in an effort to locate and dispose of any unexploded fireworks. The search shall be reasonably dictated by such elements including, but not limited to terrain, ground cover, weather conditions and time of completion of display. Chrome pyrotechnicians will provide reasonable cleanup for the site immediately following the display. All equipment, firework packaging, and larger debris will be removed to the best of the crew's ability before leaving the display area. **Sponsor shall provide a nearby dumpster or other adequate space for boxes, spent cakes and refuse after the display.**

After our cleanup pieces of paper, cardboard, multi-shot cake inserts and fuse casing will remain but should disappear with weather, time and/or lawn mowing. In concentrated areas of debris particles for example, Chrome often uses leaf rakes if the site and ground cover allows, without being required, our crews provide reasonable effort to clean up the large debris for the Sponsor.

9. Chrome will conduct a reasonable search of the display area before departure, in an attempt to locate any damages or unexploded shells. Sponsor acknowledges that an early morning search of the area is of utmost importance, or as soon as reasonably possible following the display. This search is to locate anything abnormal including site damage or unexploded fireworks that might not have been spotted by Chrome in the night. In the event that Sponsor discovers any unexploded fireworks, Sponsor will immediately contact Chrome and Chrome shall be responsible for removing said fireworks as soon as possible after receipt of such notice. **Please notify Jim Krueger via cell phone 608-732-4545. If you have a cell # for your crew lead they may be notified also.**

10. \$5,000,000 Insurance: Unless otherwise agreed, Chrome shall provide General Liability and Property Damage Insurance for the fireworks display in the amount of \$5,000,000 naming the Sponsor as an additional insured party. The current industry standard is \$1,000,000 of such coverage. A certificate evidencing liability insurance shall be provided to Sponsor before the display. Sponsor will notify Chrome of any additional insureds prior to issuing the insurance certificate.

The sponsor and landowner along with other entities and individuals listed on the certificate of insurance shall be deemed an additional insured per this contract. No additional written agreement is needed for endorsement.

Chrome is also covered with \$5,000,000 of MCS-90 Transportation insurance which is compliant with Dept. of Transportation interstate regulations.

The pyrotechnicians on site are covered with a \$500,000 Workers Comp insurance policy, proof of all insurances are readily available by request.

11. Chrome shall take all steps reasonably anticipated to safeguard spectators and Sponsor's property. Should any losses occur which Sponsor believes are the result of Chrome's firework display, Sponsor will immediately notify Chrome of the nature of the loss and the date on which the loss occurred. Said notice shall be in writing and provide

as much detail as possible regarding the extent of the loss (including clear pictures) as this process will be required by the insurance adjustors.

12. In the event of fire, accident, flood, act of God or other causes beyond the control of Chrome which prevents Chrome from performing under this contract, other than inclement weather, both parties agree to terminate this contract and all performance requirements and damages resulting therefrom.

13. The Sponsor will pay to Chrome pay all costs (including but not limited to court costs, attorney fees, litigation expenses, witness fees/expenses, travel expenses and similar costs), prejudgment interest, post judgment interest, fees, expenses, and all damages incurred by the Chrome through enforcing this contract.

14. The Sponsor agrees to indemnify, hold harmless and defend Display Operator and employees from any and all claims brought against the Display Operator for any and all accidents, incidents or allegations not directly related to the Display Operator's agreed upon contractual duties and obligations, aka: any other liabilities arising from sponsor's event.

Chrome will provide the General Liability insurance certificate to Sponsor for the purpose of insuring Chrome's risk in performing contracted duties involving the fireworks display. However, Chrome will be indemnified and held harmless for the remainder of the Sponsor's event or issues arising as result of the event. This includes but is not limited to the event's activities, other contractors, vendors, traffic issues, and members of general public, audience and/or any other matters beyond the direct control, scope, and duty of Chrome's contract.

15. This Contract will be construed by laws of the state of Wisconsin. If any provision of this agreement is deemed unenforceable by any court of competent jurisdiction, the remaining provisions hereof shall remain in full force and effect.

16. This Contract constitutes the entire agreement between the parties hereto and supersedes all prior and contemporaneous agreements, understanding, negotiations and discussions, either oral or executed in writing by the parties to be bound thereby. Chrome reserves the right to transfer the contract at which time the duties and liability would also be transferred in entirety, indemnifying and holding harmless Chrome. The waiver of any provisions of this Contract will not constitute a waiver of any other provision of this contract.

17. The party signing this document on behalf of Sponsor warrants and represents that (s)he is solely authorized to enter into this agreement on behalf of the Sponsor.

ADDITIONAL PROVISIONS:

X _____
Sponsor – signature

X _____
Print name and title

CHROME FIREWORKS AND DISPLAYS, LLC:



James Krueger - owner



2024 Proposed Rates

2024 Proposed			2023 Actual	
18-Holes	Weekend	Weekday	Weekend	Weekday
Public	\$ 49.00	\$ 39.00	\$ 49.00	\$ 39.00
Resident	\$ 41.00	\$ 32.00	\$ 39.00	\$ 30.00
Senior & Junior	N/A	\$ 27.00	N/A	\$ 25.00
Senior Resident	N/A	\$ 23.00	N/A	\$ 21.00
Twilight Evening	\$ 25.00	\$ 16.00	N/A	\$ 16.00

9-Holes	Weekend	Weekday	Weekend	Weekday
Public	\$ 28.00	\$ 24.00	\$ 25.00	\$ 21.00
Resident	\$ 22.00	\$ 21.00	\$ 20.00	\$ 19.00
Senior & Junior	N/A	\$ 18.00	N/A	\$ 15.00
Senior Resident	N/A	\$ 16.00	N/A	\$ 14.00
Twilight Evening	\$ 25.00	\$ 16.00	N/A	\$ 16.00

- All green fee rates are for walking and include applicable taxes.
- Resident and Senior Resident rates are offered to guests who provide proper proof of current residency in New Berlin, WI.
- Rates are for individual golfers and may not apply to tournaments, outings leagues, or larger groups.
- Weekends are defined as Saturday, Sunday, and observed holidays.
- Senior rates are available to guests who are age 60 or older.
- Junior rates are available to guests who are age 17 or younger.

Published on November 7, 2023



MANAGEMENT | DEVELOPMENT | MARKETING

Jeff Hansen
EVP & General Counsel
Direct: (480) 477-0439
jhansen@troon.com

November 27, 2023

Sent Via Email & Certified Mail

New Berlin City Hall
Attn: Mayor Dave Ament
3805 S Casper Drive
New Berlin, WI 53151 City of New Berlin
dament@newberlin.org

RE: Renewal of New Berlin Hills Golf Course Lease Agreement (the "Lease Agreement") dated November 12, 2019, by and between the City of New Berlin ("City") and Troon Golf, L.L.C. successor to Green Golf Partnership, LLC ("Troon") for New Berlin Hills Golf Course located at 13175 W. Graham Street, New Berlin, WI 53151.

Dear Mr. Ament,

Troon has enjoyed the opportunity to be a partner at the New Berlin Hills Golf Course (the "Golf Course") and we are very much looking forward to many more years of partnership and success at the Golf Course.

Troon by and through this notice, is informing you that it is not in default or breach of the Lease Agreement and has complied with all material obligations set forth in the Lease Agreement, and therefore, elects to exercise its option to renew the Lease Agreement for an additional five (5) Year renewal term. Therefore, the effect of this notice shall be to extend the term from December 31, 2023 to December 31, 2028.

Very truly yours,

Troon Golf, L.L.C.

DocuSigned by:
A handwritten signature of Jeff Hansen in black ink, enclosed within a rectangular border.
32779AD3A4964E0...
Jeff Hansen, EVP & General Counsel



DATE: December 6, 2023

TO: Rubina Medina
City Clerk

FR: Mayor Dave Ament

RE: Mayoral Appointments for the December 12, 2023 Common Council Mtg

Board of Canvassers

Mary Koranda
5255 S Mary Knoll Drive
New Berlin, WI 53151
414-529-1473
billk414@sbcglobe.net
(Re-Appointment)

Expiration Date

12/31/2025

For Office Purposes Only						
T T	Em l	We b	Provo x	Lt r	Ethc s	H B



Committee of the Whole MEETING MINUTES

November 14, 2023 - 6:00 PM
Council Chambers
3805 S. Casper Drive

Please note: Minutes are unofficial until approved at the next regular scheduled meeting.

MINUTES

1. CALL MEETING TO ORDER

Mayor Ament called the meeting to order at 6:01 PM.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

City Clerk Rubina Medina took the roll call as follows:

Present: Alderperson Hopkins, Alderperson La Fever, Alderperson Harenda, Alderperson Stribl, Alderperson Horbinski, Alderperson Kroupa

Excused: Alderman Maxey

Staff Present: City Attorney Mark Blum, City Clerk Rubina R. Medina, City Assessor Tim Kosteretz

City Clerk stated that a quorum was established and the meeting was properly noticed.

3. APPROVAL OF MINUTES

A. October 24, 2023 Committee of the Whole Meeting Minutes

MOTION: Motion to Approve the October 24, 2023 Minutes

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Kroupa
Motion Passed 6-0

B. November 7, 2023 Public Budget Hearing & Special Committee of the Whole Meeting Minutes

MOTION: Motion to Approve the November 7, 2023 Minutes

VOTE: Motion by: Alderperson Kroupa
Second by: Alderperson Horbinski
Motion Passed 6-0

4. UTILITY & FINANCE

A. Discussion and recommendation to the Common Council approval of the November 15, 2023 Water Utility claims in the amount of \$140,383.35, Sewer Utility claims in the amount of \$494,731.99 and General City claims in the amount of \$1,574,874.25. US Bank VISA EFT of \$29,369.55 for purchases from September 15, 2023 to October 16, 2023. We Energies EFT of \$47,801.18 for energy usage for August 2023.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Harenda
Motion Passed 6-0

5. LICENSES & PERMITS

- A. Discussion and recommendation to the Common Council approval of the "Class A" alcohol license for Welcome Mart located at 15551 W. Cleveland Avenue for the licensing period expiring June 30th, 2024

MOTION: Motion to Approve

VOTE: Motion by: Alderperson La Fever
Second by: Alderperson Stribl
Motion Passed 6-0

- B. Discussion and recommendation to the Common Council approval of the 2024 Garbage Hauler license for Eagle Disposal Inc.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Hopkins
Second by: Alderperson Stribl
Motion Passed 6-0

6. MISCELLANEOUS

- A. Assessor's Department Update - City Assessor Tim Kosteretz

City Assessor Tim Kosteretz provided a department update to the Council

- B. Discussion and recommendation to the Common Council to approve the 2024 CIP Budget

This item was not acted on as it is not complete

- C. Discussion and recommendation to the Common Council to approve the RAS for the creation of an Assistant Recreation Manager position for the Department of Community Development - Recreation Division

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Stribl
Motion Passed 6-0

- D. Discussion and recommendation to the Common Council approval of Resolution 23-34, a Resolution amending the 2022 Capital Projects Budget in the amount of \$128,788 for the New Berlin Activity and Recreation Center Phase 2

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Hopkins
Motion Passed 6-0

- E. Discussion and recommendation to the Common Council approval of Resolution 23-35, a Resolution amending the Capital Projects Budget for the purchase of a 1 ton dump truck

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Kroupa
Motion Passed 6-0

- F. Discussion and recommendation to the Common Council to review and approve the Joint Powers Agreement, County 911 Emergency System between the City of New Berlin and Waukesha County

MOTION: Motion to Approve

VOTE: Motion by: Alderperson La Fever
Second by: Alderperson Horbinski
Motion Passed 6-0

- G. Discussion and recommendation to the Common Council approval of a new School Resource Officer Memorandum of Understanding Agreement between the City of New Berlin and the School District of New Berlin

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Hopkins
Second by: Alderperson Kroupa
Motion Passed 6-0

- H. Discussion and recommendation to the Common Council approval of the request from the Joint Review Board to hold a virtual meeting via Zoom on December 4th, 2023 at 4pm

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Horbinski
Motion Passed 6-0

7. ADJOURN

MOTION: Motion to Adjourn at 6:19 PM

VOTE: Motion by: Alderperson Kroupa
Second by: Alderperson Harenda
Motion Passed 6-0

*Respectfully Submitted,
Rubina R. Medina, City Clerk*

City of New Berlin
3805 S. Casper Dr.
New Berlin, WI 53151
Phone: (262) 786-8610
www.NewBerlin.org



Total License Fees Due: **\$325 pd.**
Cash or check accepted only.
OCT 31 2023
TREASURER
CITY OF NEW BERLIN

LICENSE APPLICATION TO COLLECT AND TRANSPORT GARBAGE, RUBBISH OR WASTE MATERIAL

Payment may be made by cash or check only. Please make all checks payable to: City of New Berlin

♦ Application Type – Please check all licenses applying for

To Serve: _____ Residential _____ Commercial X Both

Fees: ☒ \$75 – Annual License Fee (includes 1 vehicle)

☒ \$25 – For each additional collection vehicle that operates in the City of New Berlin (Including motor scooters)

Number of Vehicles to be operated in New Berlin: 11 Total License Fee \$ 325

♦ Applicant Information – Please print legibly

Name of Company JOHNS DISPOSAL SERVICE, INC

Business Address of Company 7311 OMEGA CIR, FRANKSVILLE, WI, 53126

Company Website WWW.JOHNSDISPOSAL.COM

Type of Organization: Individual _____ Partnership _____ Corporation X

List Here: Name, home and business address, email, home and business phones of individual applicant; or all partners; or all corporate officers and titles (Attach separate sheet if needed) ① BRIAN JONGETJES, W6957 SAVANNAH LN, DELAVAN, WI, 53115, BJJC@JOHNSDISPOSAL.COM, (262) 903-4501, (262) 473-4700 x 201
② RON JONGETJES, W5632 AMOS RD, ELKHORN, WI, 53121, (262) 903-1119, (262) 473-4700 x 225

Complete Description of each vehicle to be used in the City of New Berlin (Attach Separate Sheet if Necessary) GARBAGE TRUCKS

Address of place where vehicles are stored when not in use: 7311 OMEGA CIR, FRANKSVILLE, WI, 53126;
107 CO. RD. W, WHITEWATER, WI, 53190; 20820 GUMINA RD, BROOKFIELD, WI, 53072

Phone Number for Resident questions/comments (262) 473-4700

♦ Applicant Consent and Signature – Please read and sign

I, the undersigned, do hereby make an application to the Common Council of the City of New Berlin for a license to collect and transport garbage, rubbish or waste material in the City of New Berlin and have read and will follow City of New Berlin Ordinances. Licenses may be suspended and revoked for violations of this article or other applicable laws or ordinances after a public hearing by the City Council with at least 10 days' written notice thereof being given the licensee. I certify that all of the information provided on this application is true and correct to the best of my knowledge.

☒ Signature [Signature]

Date 10/23/23

OFFICE USE ONLY: Date Application Received: 10-31-23 Council Date: 11-14-23 License Sticker No(s) Issued _____ inclusive

PAYMENT SUMMARY RECEIPT

CITY OF NEW BERLIN
3805 S CASPER DR

DATE: 10/31/23 CUSTOMER#:
TIME: 17:09:09
CLERK: 9740hdre

RECPT#: 1909342 PREV BAL: 325.00
TP/YR: P/2023 AMT PAID: 325.00
BILL: 1909342 ADJSTMNT: .00
EFF DT: 10/31/23 BAL DUE: .00
Misc Cash Receipts

-----TOTALS-----

PRINCIPAL PAID: 325.00
INTEREST PAID: .00
ADJUSTMENTS: .00
DISC TAKEN: .00

AMT TENDERED: 325.00
AMT APPLIED: 325.00
CHANGE: .00

PAID BY: JOHNS DISPOSAL SERVI
PAYMENT METH: CHECK
PAYMENT REF: 18922

TOT PREV BAL DUE: 325.00
TOT BAL DUE NOW : .00

K00196 C01206 WI 0051 4000 668000 200

City of New Berlin
3805 S. Casper Dr.
New Berlin, WI 53151
Phone: (262) 786-8610
www.NewBerlin.org



Total License Fees Due:
Cash or check accepted only

PAID
NOV 21 2023TREASURER
OF NEW BERLIN

LICENSE APPLICATION TO COLLECT AND TRANSPORT GARBAGE, RUBBISH OR WASTE MATERIAL

Payment may be made by cash or check only. Please make all checks payable to: City of New Berlin

♦ Application Type – Please check all licenses applying for

To Serve: ☐ Residential ☐ Commercial ☒ Both

Fees: ☒ \$75 – Annual License Fee (includes 1 vehicle)

☒ \$25 – For each additional collection vehicle that operates in the City of New Berlin (including motor scooters)

Number of Vehicles to be operated in New Berlin: 61

Total License Fee \$ 1,575

♦ Applicant Information – Please print legibly

Name of Company WM Hartland Hauling

Business Address of Company 559 Progress Dr

Company Website www.wm.com

Type of Organization: Individual ☐ Partnership ☐ Corporation ☒

List Here: Name, home and business address, email, home and business phones of individual applicant; or all partners; or all corporate officers and titles (Attach separate sheet if needed) Above

Complete Description of each vehicle to be used in the City of New Berlin (Attach Separate Sheet if Necessary) A Hauler

Address of place where vehicles are stored when not in use: 559 Progress Dr, Hartland, WI 53029

Phone Number for Resident questions/comments Dan Arnold 920-484-8627

♦ Applicant Consent and Signature – Please read and sign

I, the undersigned, do hereby make an application to the Common Council of the City of New Berlin for a license to collect and transport garbage, rubbish or waste material in the City of New Berlin and have read and will follow City of New Berlin Ordinances. Licenses may be suspended and revoked for violations of this article or other applicable laws or ordinances after a public hearing by the City Council with at least 10 days' written notice thereof being given the licensee. I certify that all of the information provided on this application is true and correct to the best of my knowledge.

☒ Signature Daniel

Date 11-2-23

OFFICE USE ONLY: Date Application Received: _____ Council Date: _____ License Sticker No(s) Issued: _____ inclusive

UNIT NO	YEAR	MAKE	MODEL	LICENSE	ASSET T	SERIAL NO	Fee
107141	2021	AUTOCAR	ACX64	PB9998 - WI	ASL	5VCACDCETNC235448	75
107142	2021	AUTOCAR	ACX64	PB9997 - WI	ASL	5VCACDCCEXNC235444	25
107246	2022	PETERBILT	520	PB8097 - WI	ASL	3BPD120X4NF112519	25
107247	2022	PETERBILT	520	PC1169 - WI	ASL	3BPD120X0NF112520	25
107248	2022	PETERBILT	520	PC1175 - WI	ASL	3BPD120X2NF112521	25
107249	2022	PETERBILT	520	PC1195 - WI	ASL	3BPD120X4NF112522	25
107250	2022	PETERBILT	520	PC1208 - WI	ASL	3BPD120X6NF112523	25
107251	2022	PETERBILT	520	PC1196 - WI	ASL	3BPD120X8NF112524	25
107252	2022	PETERBILT	520	PC1194 - WI	ASL	3BPD120XNF112525	25
211183	2013	AUTOCAR	ACX64	SB14699 - WI	SFEL	5VCAC1LE0DH214761	25
211483	2014	PETERBILT	320	SB13899 - WI	SFEL	3BPZX2EX3EF225820	25
211484	2014	PETERBILT	320	SB12467 - WI	SFEL	3BPZX2EX5EF225821	25
213442	2018	AUTOCAR	ACX64	SB13163 - WI	SFEL	5VCAC1SF6JH225608	25
266486	2015	AUTOCAR	ACX64	TB5632 - WI	DFEL	5VCACDSF2FH219172	25
266487	2015	AUTOCAR	ACX64	TB5633 - WI	DFEL	5VCACDSF4FH219173	25
266488	2015	AUTOCAR	ACX64	TB5634 - WI	DFEL	5VCACDSF6FH219174	25
266489	2015	AUTOCAR	ACX64	TB5588 - WI	DFEL	5VCACDSF8FH219175	25
266491	2016	AUTOCAR	ACX64	TB5740 - WI	DFEL	5VCACDSF1GH220184	25
266493	2016	AUTOCAR	ACX64	TB5738 - WI	DFEL	5VCACDSF5GH220186	25
266494	2016	AUTOCAR	ACX64	TB5737 - WI	DFEL	5VCACDSF7GH220187	25
266559	2022	AUTOCAR	ACX64	TB5419 - WI	DFEL	5VCACSDF2NC236342	25
266660	2022	AUTOCAR	ACX64	TB5429 - WI	DFEL	5VCACSDF4NC236343	25
266661	2022	AUTOCAR	ACX64	TB5291 - WI	DFEL	5VCACSDF6NC236344	25
313701	2018	PETERBILT	520	RB29798 - WI	SREL	3BPDX20XJF102625	25
313702	2018	PETERBILT	520	RB29839 - WI	SREL	3BPDX20XJF102626	25
313703	2018	PETERBILT	520	RB29838 - WI	SREL	3BPDX20XJF102627	25
313709	2018	PETERBILT	520	RB29794 - WI	DREL	3BPDX20X8JF102624	25
313711	2020	PETERBILT	520	RB30481 - WI	SREL	3BPDX20X5LF108089	25
313712	2020	PETERBILT	520	RB30486 - WI	SREL	3BPDX20X1LF108090	25
313713	2020	PETERBILT	520	SB13739 - WI	SREL	3BPDX20X3LF108091	25
313714	2020	PETERBILT	520	RB31299 - WI	SREL	3BPDX20X5LF108092	25
414951	2016	PETERBILT	365	RB34384 - WI	RO	1NPSXHEX0G6D34792	25
418079	2017	PETERBILT	567	QB16324 - WI	RO	1NPCXHEX6HD416340	25
418080	2017	PETERBILT	567	QB18591 - WI	RO	1NPCXHEX1HD414639	25
418081	2018	PETERBILT	567	TB7680 - WI	RO	1NPCIH0X9JD481465	25
418082	2018	PETERBILT	567	TB5396 - WI	RO	1NPCXKEX5JD460980	25
418083	2018	PETERBILT	567	RB33917 - WI	RO	1NPCIK0X9JD458409	25
418084	2019	PETERBILT	567	TB5424 - WI	RO	1NPCI20X8KD623822	25
418085	2019	PETERBILT	567	RB29302 - WI	RO	1NPCX20XXKD261545	25
418584	2022	PETERBILT	567	TB5418 - WI	RO	1NPCIHEX3ND815651	25
418585	2022	PETERBILT	567	TB5292 - WI	RO	1NPCIHEX5ND815652	25

418586	2022	PETERBILT	567	TB5402 - WI	RO	1NPCLHEX7ND815653	25
418589	2022	PETERBILT	567	TB4516 - WI	RO	1NPCLHEX2ND815656	25
418595	2022	PETERBILT	567	TB5401 - WI	RO	1NPCLHEX8ND815662	25
418596	2022	PETERBILT	567	TB5413 - WI	RO	1NPCLHEXND815663	25
418597	2022	PETERBILT	567	TB5410 - WI	RO	1NPCLHEX1ND815664	25
611562	2018	FORD	F250	XD93650 - WI	PU	1FTBF2B6XJEC47616	25
611563	2018	FORD	F250	XD88821 - WI	PU	1FTBF2B60JEB84851	25
611564	2018	FORD	F250	XE48304 - WI	PU	1FTBF2B62JEB84852	25
611565	2018	FORD	F250	XE45707 - WI	PU	1FTBF2B68JEB92230	25
611566	2018	FORD	F250	XE36795 - WI	PU	1FTBF2B6XJEB92231	25
611567	2018	FORD	F250	DH27398 - WI	PU	1FTBF2B63JEB92233	25
611568	2018	FORD	F250	XE38977 - WI	PU	1FTBF2B65JEB92234	25
611569	2018	FORD	F250	XE55782 - WI	PU	1FTBF2B67JEB92235	25
611570	2018	FORD	F250	DH30526 - WI	PU	1FTBF2B61JEB92232	25
611571	2020	FORD	F250	XE39634 - WI	PU	1FTBF2B64LED40702	25
611572	2020	FORD	F250	XE26758 - WI	PU	1FTBF2B68LED40704	25
611573	2007	FORD	F350	XD46686 - WI	PU	1FDSF35P67EA83716	25
611977	2020	FORD	F250	XE43075 - WI	PU	1FTBF2B61LED98024	25
611978	2020	FORD	F250	XE37516 - WI	PU	1FTBF2B63LED98025	25
611979	2020	FORD	F250	XE23631 - WI	PU	1FTBF2B65LED98026	25

PAYMENT SUMMARY RECEIPT

CITY OF NEW BERLIN
3805 S CASPER DR

DATE: 11/21/23 CUSTOMER#:
TIME: 09:00:24
CLERK: 9740hdre

RECPT#:	1912396	PREV BAL:	1575.00
TP/YR:	P/2023	AMT PAID:	1575.00
BILL:	1912396	ADJSTMNT:	.00
EFF DT:	11/21/23	BAL DUE:	.00
Misc Cash Receipts			

-----TOTALS-----

PRINCIPAL PAID:	1575.00
INTEREST PAID:	.00
ADJUSTMENTS:	.00
DISC TAKEN:	.00
AMT TENDERED:	1575.00
AMT APPLIED:	1575.00
CHANGE:	.00

PAID BY: WASTE MANAGEMENT
PAYMENT METH: CHECK
PAYMENT REF: 2000727355

TOT PREV BAL DUE:	1575.00
TOT BAL DUE NOW :	.00

City of New Berlin
3805 S. Casper Dr.
New Berlin, WI 53151
Phone: (262) 786-8610
www.NewBerlin.org



Total License Fees Due: \$ 1,775.00
Cash or check accepted only.

LICENSE APPLICATION TO COLLECT AND TRANSPORT GARBAGE, RUBBISH OR WASTE MATERIAL

Payment may be made by cash or check only. Please make all checks payable to: City of New Berlin

♦ Application Type – Please check all licenses applying for

To Serve: ☐ Residential ☐ Commercial ☒ Both

Fees: ☐ \$75 – Annual License Fee (Includes 1 vehicle)

☐ \$25 – For each additional collection vehicle that operates in the City of New Berlin (Including motor scooters)

Number of Vehicles to be operated in New Berlin: 69 Total License Fee \$ 1,775.00

♦ Applicant Information – Please print legibly

Name of Company WM Franklin Hauling

Business Address of Company 10627 S. 27th St Franklin, WI 53132

Company Website www.wm.com

Type of Organization: Individual ☐ Partnership ☐ Corporation ☒

List Here: Name, home and business address, email, home and business phones of individual applicant; or all partners; or all corporate officers and titles (Attach separate sheet if needed)

Waste Management
10627 S. 27th Street
Franklin, WI 53132

Complete Description of each vehicle to be used in the City of New Berlin (Attach Separate Sheet if Necessary) See Attached

Address of place where vehicles are stored when not in use: 10627 S. 27th Street Franklin, WI 53132

Phone Number for Resident questions/comments (414) 238-3197

♦ Applicant Consent and Signature – Please read and sign

I, the undersigned, do hereby make an application to the Common Council of the City of New Berlin for a license to collect and transport garbage, rubbish or waste material in the City of New Berlin and have read and will follow City of New Berlin Ordinances. Licenses may be suspended and revoked for violations of this article or other applicable laws or ordinances after a public hearing by the City Council with at least 10 days' written notice thereof being given the licensee. I certify that all of the information provided on this application is true and correct to the best of my knowledge.

☒ Signature [Signature] Date 12/6/2023

OFFICE USE ONLY: Date Application Received: 12-8-23 Council Date: _____ License Sticker No(s) Issued: _____ inclusive

STATE	PLATE NUMBER	MAKE	MODEL	YEAR	COST
Wisconsin	PB8190	Autocar	ACX64	2012	\$75.00
Wisconsin	SB11486	Autocar	ACX64	2013	\$25.00
Wisconsin	SB11487	Autocar	ACX64	2013	\$25.00
Wisconsin	SB11494	Autocar	ACX64	2013	\$25.00
Wisconsin	SB11533	Autocar	ACX64	2013	\$25.00
Wisconsin	SB11535	Autocar	ACX64	2013	\$25.00
Wisconsin	SB11544	Autocar	ACX64	2013	\$25.00
Wisconsin	SB11545	Autocar	ACX64	2013	\$25.00
Wisconsin	SB11683	Peterbilt	320	2014	\$25.00
Wisconsin	SB11687	Peterbilt	320	2014	\$25.00
Wisconsin	SB12016	Autocar	ACX64	2015	\$25.00
Wisconsin	SB12023	Autocar	ACX64	2015	\$25.00
Wisconsin	SB12025	Autocar	ACX64	2015	\$25.00
Wisconsin	SB12477	Autocar	ACX64	2016	\$25.00
Wisconsin	PB9671	Peterbilt	320	2013	\$25.00
Wisconsin	PB9672	Mack	LR633	2018	\$25.00
Wisconsin	QB17402	Peterbilt	365	2014	\$25.00
Wisconsin	QB18322	Peterbilt	365	2016	\$25.00
Wisconsin	QB18901	Peterbilt	365	2014	\$25.00
Wisconsin	QB19004	Freightliner	114SD	2019	\$25.00
Wisconsin	QB19087	Mack	GU813	2011	\$25.00
Wisconsin	QB19177	Peterbilt	365	2016	\$25.00
Wisconsin	QB19289	Peterbilt	365	2016	\$25.00
Wisconsin	RB29357	Peterbilt	365	2015	\$25.00
Wisconsin	RB29760	Peterbilt	365	2016	\$25.00
Wisconsin	RB29951	Freightliner	114SD	2019	\$25.00
Wisconsin	RB31991	Peterbilt	365	2016	\$25.00
Wisconsin	RB32254	Peterbilt	567	2020	\$25.00
Wisconsin	RB33654	Peterbilt	567	2018	\$25.00
Wisconsin	RB33667	Peterbilt	567	2022	\$25.00
Wisconsin	RB33791	Peterbilt	365	2015	\$25.00
Wisconsin	RB34029	Peterbilt	365	2016	\$25.00
Wisconsin	RB34105	Peterbilt	365	2015	\$25.00
Wisconsin	RB34114	Peterbilt	365	2014	\$25.00
Wisconsin	RB34205	Peterbilt	567	2022	\$25.00
Wisconsin	RB34218	Freightliner	114SD	2019	\$25.00
Wisconsin	RB35398	Peterbilt	365	2016	\$25.00
Wisconsin	RB35726	Freightliner	114SD	2019	\$25.00
Wisconsin	SB12088	Mack	MRU633	2015	\$25.00
Wisconsin	SB12089	Mack	MRU633	2015	\$25.00
Wisconsin	SB12111	Mack	MRU633	2015	\$25.00
Wisconsin	SB13293	Autocar	ACX64	2015	\$25.00

STATE	PLATE NUMBER	MAKE	MODEL	YEAR	
Wisconsin	SB13564	Peterbilt	365	2016	\$25.00
Wisconsin	SB13728	Peterbilt	320	2014	\$25.00
Wisconsin	SB14057	Peterbilt	365	2015	\$25.00
Wisconsin	SB14082	Peterbilt	520	2020	\$25.00
Wisconsin	SB14308	Peterbilt	365	2015	\$25.00
Wisconsin	SB14505	Peterbilt	567	2016	\$25.00
Wisconsin	SB14608	Peterbilt	365	2016	\$25.00
Wisconsin	SB14707	Autocar	ACX64	2015	\$25.00
Wisconsin	SB14746	Peterbilt	365	2015	\$25.00
Wisconsin	SB14779	Mack	MRU633	2016	\$25.00
Wisconsin	SB14862	Autocar	ACX64	2016	\$25.00
Wisconsin	SB14992	Autocar	ACX64	2016	\$25.00
Wisconsin	TB5414	Peterbilt	567	2022	\$25.00
Wisconsin	TB5415	Peterbilt	567	2023	\$25.00
Wisconsin	TB5416	Peterbilt	567	2023	\$25.00
Wisconsin	TB5417	Peterbilt	567	2023	\$25.00
Wisconsin	TB5542	Peterbilt	567	2023	\$25.00
Wisconsin	TB6466	Peterbilt	567	2023	\$25.00
Wisconsin	TB6468	Peterbilt	567	2023	\$25.00
Wisconsin	TB6509	Peterbilt	567	2023	\$25.00
Wisconsin	TB6571	Peterbilt	567	2023	\$25.00
Wisconsin	TB6761	Peterbilt	567	2023	\$25.00
Wisconsin	TB7589	Peterbilt	567	2023	\$25.00
Wisconsin	TB7686	Peterbilt	567	2023	\$25.00
Wisconsin	TB7687	Peterbilt	567	2023	\$25.00
Wisconsin	TB7688	Peterbilt	567	2023	\$25.00
Wisconsin	TB7735	Peterbilt	567	2023	\$25.00
				Total	\$1,775.00



Department of Public Works Summary

JOSH RADOMSKI, DIRECTOR OF PUBLIC WORKS

DPW – Streets Responsibilities

- ▶ 630 Lane Miles of Roadway and 459 Cul-De-Sacs
 - ▶ Plowing, asphalt patching, curb repair, stormwater repairs, culvert replacements, street sweeping, animal and debris pickup
- ▶ Maintain traffic signs, signals and lights
 - ▶ 6,100+ signs, 4 traffic signal intersections, 400+ Decorative Street Lights, 6 pedestrian flashing signals and black and white corner posts
- ▶ Vehicle Maintenance
 - ▶ Maintain and repair 300+ pieces of equipment including Utility, PD, Fire, and all DPW equipment. Also build various small truck equipment to save on new equipment costs. Provide fuel for all City vehicles.
- ▶ Recycling Center
 - ▶ Provide residents with disposal options for metal, cardboard, used oil, yard debris and leaves.

DPW – Parks

- ▶ Maintains 17 Parks and Grounds for 13 City Facilities totaling over 400 acres of land.
 - ▶ Turf and Athletic Field Maintenance, Special events, tournaments, landscape beds, weed control, park shelters, cleaning/maintaining park bathrooms, playground maintenance, playground safety inspections, snow removal.
- ▶ 4th of July Festival
 - ▶ Setup and takedown of festival grounds, cleaning and garbage removal during event
- ▶ Forestry Operations
 - ▶ Removal of dead or diseased trees within the Right of Way and Park system – priority on removal of trees threatening the public, tree trimming, tree planting

DPW – Building Maintenance

- ▶ Maintain 16 buildings comprising of over 280,000 square feet of floor space.
- ▶ Conduct daily building checks of the HVAC, Electrical and Plumbing Systems.
- ▶ Preventative Maintenance on building systems
- ▶ Work with outside contractors to complete more technical or larger projects
- ▶ Respond to work requests for different buildings
- ▶ Assist with special event setup and takedown
- ▶ COOP Unit Leaders

2023 Major Projects

Malone Park Diamond Lighting



2023 Major Projects

Safety Building Sidewalk/Grading



2023 Major Projects

Fire #1 and Safety Building Roof



2023 Major Projects

Safety Building Boiler Project



2023 Major Projects - Clover Drive Concrete Invert



2023 Major Projects - Valley View Storm Pipe Installation



Interdepartmental Coordination

- ▶ Given the combination of Parks, Buildings and Grounds with the Streets Department under the DPW umbrella, we have been able to coordinate the following items to increase efficiencies and lower costs:
 - ▶ Forestry Operations
 - ▶ Building and Grounds projects
 - ▶ Snow Plow Operations
 - ▶ Mowing Operations
 - ▶ Building Maintenance and Upgrades
 - ▶ Many other miscellaneous activities

Aiding other Departments

- ▶ Provided final topsoil and seed for the following projects:
 - ▶ Lion's Park & Buena Park
 - ▶ Malone Park Lighting
 - ▶ Safety Building Grading/Sidewalk
 - ▶ Construct lannon stone wall at Rec Center
- ▶ Provide asphalt crew to aid with water and sanitary repairs
- ▶ Provide election support
- ▶ Provide fleet maintenance for Utility, City Hall, Police and Fire
- ▶ Culvert Replacement under roadways
- ▶ Storm water ditching projects

2023 Goals

- ▶ Continue to foster an environment which allows for cross training between positions and departments to provide more operational efficiencies.
- ▶ Upgrade facilities to improve energy efficiencies as budget allows.
- ▶ Train our younger staff so that they can learn a variety of different jobs and equipment.
- ▶ Continue to remove the dead ash trees that are a result of the Emerald Ash Borer. This will require a significant amount of staff time over the next several years before all potentially dangerous trees can be removed.

Streets Facility Pictures



Streets Facility Pictures



CITY OF NEW BERLIN
CAPITAL IMPROVEMENT BUDGET
2024

	2022 BUDGET	2023 BUDGET	2023 6 MONTHS	2024 DEPARTMENT PROPOSED	2024 MAYOR PROPOSED	2024 ADOPTED
GENERAL GOVERNMENT	860,000	2,200,000	731,448	2,550,000	1,840,000	
PUBLIC SAFETY	305,000	200,000	-	490,000	490,000	
WAUKESHA WATER	666,666	666,667	-	-	-	
PARKS & RECREATION	325,000	180,000	-	270,000	195,000	
PUBLIC WORKS & COMMUNITY DEVELOPMENT	6,515,000	6,980,000	255,397	10,744,000	4,604,000	
PUBLIC WORKS GARAGE	-	-	-	557,000	557,000	
LIBRARY	-	-	-	-	-	
	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
Sub-total	8,671,666	10,226,667	986,845	14,611,000	7,686,000	-
ACTIVITY & RECREATION CENTER	13,999,738	-	-	-	-	-
HICKORY GROVE	-	-	-	-	5,570,000	
Grand Total	22,671,404	10,226,667	986,845	14,611,000	13,256,000	-

BREAKDOWN OF TOTAL BORROWING:

FUNDING SOURCE:

HICKORY GROVE BOND ISSUE	5,570,000	TAX LEVY	5,570,000
ANNUAL CAPITAL PROJECTS - DEBT ISSUE	7,686,000	TAX LEVY	7,686,000
	13,256,000		13,256,000

CITY OF NEW BERLIN
FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
2024 - 2028

	Department Requested 2024	Mayor 2024	2025	2026	2027	2028	TOTAL
<u>GENERAL GOVERNMENT</u>							
BUILDINGS & GROUNDS	2,550,000	1,840,000	2,460,000	380,000	1,000,000	1,000,000	6,680,000
TOTAL	2,550,000	1,840,000	2,460,000	380,000	1,000,000	1,000,000	6,680,000
<u>PUBLIC SAFETY</u>							
FIRE DEPARTMENT	490,000	490,000	1,200,000	451,000	750,000	496,100	3,387,100
TOTAL	490,000	490,000	1,200,000	451,000	750,000	496,100	3,387,100
PARKS	270,000	195,000	140,000	70,000	200,000	70,000	675,000
DPW GARAGE	557,000	557,000	-	-	-	-	557,000
<u>PUBLIC WORKS & COMMUNITY DEVELOPMENT</u>							
STREETS - EQUIPMENT	1,724,000	724,000	2,040,000	913,000	960,000	945,000	5,582,000
ENGINEERING - STREETS	4,195,000	3,195,000	4,534,000	8,530,400	8,877,400	8,178,200	33,315,000
ENGINEERING - IMPROVEMENTS	965,000	225,000	1,215,000	655,000	275,000	225,000	2,595,000
COMMUNITY DEVELOPMENT	3,860,000	460,000	6,127,000	12,120,000	2,645,000	1,960,000	23,312,000
TOTAL	10,744,000	4,604,000	13,916,000	22,218,400	12,757,400	11,308,200	64,804,000
TOTAL	14,611,000	7,686,000	17,716,000	23,119,400	14,707,400	12,874,300	76,103,100

CITY OF NEW BERLIN
FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
2024 - 2028

	Department Requested 2024	Mayor 2024	2025	2026	2027	2028	TOTAL
<u>BUILDINGS & GROUNDS</u>							
MAKE UP AIR UNIT - FS #4	-	-	-	100,000	-	-	100,000
CHILLER/CONDENSOR - LIBRARY	600,000	600,000	-	-	-	-	600,000
ROOF REPLACEMENT - LIBRARY	-	-	-	-	600,000	-	600,000
CARPET REPLACEMENT - LIBRARY	-	-	-	160,000	-	-	160,000
GENERATOR - LIBRARY	-	-	-	-	400,000	-	400,000
TRANSIT VAN	90,000	90,000	-	-	-	-	90,000
GENERATOR - SAFETY BUILDING	-	-	1,200,000	-	-	-	1,200,000
FAÇADE IMPROVEMENTS - SAFETY BUILDING	150,000	-	150,000	-	-	-	150,000
WINDOW UPGRADE - CITY HALL	500,000	500,000	-	-	-	-	500,000
ROOF REPLACEMENT - CITY HALL	-	-	-	-	-	1,000,000	1,000,000
MAKE UP AIR UNIT - FS #1	400,000	-	400,000	-	-	-	400,000
INFRARED HEATER - FIRE STATION #1	-	-	-	120,000	-	-	120,000
ROOF REPLACEMENT - FIRE STATION #2	-	-	175,000	-	-	-	175,000
FIRE TRAINING TOWER	210,000	50,000	160,000	-	-	-	210,000
FIRE STATION #1 LATERAL	250,000	250,000	-	-	-	-	250,000
4 ROOF TOP UNITS-COMMUNITY CENTER	-	-	175,000	-	-	-	175,000
ROOF-COMMUNITY CENTER	-	-	200,000	-	-	-	200,000
CARD ACCESS UPGRADES	200,000	200,000	-	-	-	-	200,000
ROOF REPLACEMENT - GOLF COURSE	150,000	150,000	-	-	-	-	150,000
TOTAL	2,550,000	1,840,000	2,460,000	380,000	1,000,000	1,000,000	6,680,000
<u>PARKS</u>							
16' ROTARY MOWER	-	-	-	-	130,000	-	130,000
1 TON DUMP TRUCK	75,000	-	70,000	70,000	70,000	70,000	280,000
HISTORIC PARK PAINTING	60,000	60,000	-	-	-	-	60,000
BASKETBALL COURT SURFACE	50,000	50,000	-	-	-	-	50,000
CHIPPER	85,000	85,000	-	-	-	-	85,000
TOOL CAT	-	-	70,000	-	-	-	70,000
TOTAL	270,000	195,000	140,000	70,000	200,000	70,000	675,000

CITY OF NEW BERLIN
FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
2024 - 2028

	Department Requested 2024	Mayor 2024	2025	2026	2027	2028	TOTAL
<u>STREETS - EQUIPMENT</u>							
PLOW TRUCK - 2	574,000	574,000	590,000	598,000	610,000	620,000	2,992,000
ONE TON TRUCK/ DUMPING FLATBED	-	-	-	90,000	-	-	90,000
ONE TON TRUCK/PLOW & SALTER	-	-	110,000	-	-	-	110,000
FRONT END LOADER	-	-	-	-	-	325,000	325,000
TUB GRINDER	1,000,000	-	1,000,000	-	-	-	1,000,000
SKIDSTER	100,000	100,000	-	-	-	-	100,000
FORKLIFT	50,000	50,000	-	-	-	-	50,000
RUBBER TIRE EXCAVATOR	-	-	-	-	350,000	-	350,000
BRINE SYSTEM	-	-	-	225,000	-	-	225,000
GRADER	-	-	340,000	-	-	-	340,000
TOTAL	1,724,000	724,000	2,040,000	913,000	960,000	945,000	5,582,000
<u>ENGINEERING - STREETS</u>							
ROADWAY REHABILITATION	3,000,000	2,000,000	3,000,000	3,000,000	3,000,000	3,000,000	14,000,000
SUNNY SLOPE - Grange to College	262,500	262,500	250,000	3,100,000	-	-	3,612,500
GRANGE AVE - Moorland to 124th	370,000	370,000	500,000	-	5,215,000	-	6,085,000
SUNNY SLOPE - Greenfield to Coldspring	-	-	684,000	578,400	662,400	5,178,200	7,103,000
GREENFIELD - Brookfield Rd to 124th	562,500	562,500	-	-	-	-	562,500
124th STREET - Lincoln to Greenfield	-	-	-	350,000	-	-	350,000
MOORLAND ROAD - National to Greenfield	-	-	100,000	1,502,000	-	-	1,602,000
TOTAL	4,195,000	3,195,000	4,534,000	8,530,400	8,877,400	8,178,200	33,315,000
<u>ENGINEERING - IMPROVEMENTS</u>							
LIGHTING - National Ave	175,000	175,000	175,000	175,000	175,000	175,000	875,000
PARKING LOTS - Public Safety Bldg	740,000	-	740,000	-	-	-	740,000
PARKING LOTS - Malone Park Gazebo	-	-	300,000	-	-	-	300,000
PARKING LOTS - Valley View Park	-	-	-	430,000	-	-	430,000
PARKING LOTS - Calhoun Park	-	-	-	-	100,000	-	100,000
SIDEWALK REPAIR & MAINTENANCE	50,000	50,000	-	50,000	-	50,000	150,000
TOTAL	965,000	225,000	1,215,000	655,000	275,000	225,000	2,595,000

CITY OF NEW BERLIN
FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
2024 - 2028

	Department Requested 2024	Mayor 2024	2025	2026	2027	2028	TOTAL
<u>DEPARTMENT OF COMMUNITY DEVELOPMENT</u>							
PARK STRUCTURES & TRAIL - MALONE PARK	3,200,000	-	3,200,000	-	-	-	3,200,000
PLAYGROUND - BUENA PARK	-	-	365,000	-	-	-	365,000
PLAYGROUND - MAPLE RIDGE PARK	-	-	497,000	-	-	-	497,000
PARK DEVELOPMENT - SECTION 35 - Phase 2	-	-	800,000	11,000,000	-	-	11,800,000
LIONS PARK - Pickleball Courts	-	-	60,000	600,000	-	-	660,000
HIGH GROVE PARK - Trail Development	-	-	30,000	300,000	-	-	330,000
PARK STRUCTURES & TRAIL - CALHOUN PARK	-	-	-	105,000	1,390,000	-	1,495,000
PARK STRUCTURES & TRAIL - GATEWOOD PARK	-	-	-	15,000	165,000	-	180,000
PLAYGROUND, PARK STRUCTURES & TRAIL - VALLEY V	-	-	-	100,000	1,000,000	-	1,100,000
PARK STRUCTURES, BASKETBALL & TRAIL - LIONS PAR	-	-	-	-	15,000	165,000	180,000
PARKS - Prohealth Care, Regal, High Grove Park	-	-	-	-	75,000	995,000	1,070,000
MALONE PARK - Baseball diamond maint	400,000	400,000	925,000	-	-	-	1,325,000
MALONE PARK - Posner parcel	-	-	-	-	-	800,000	800,000
PARK SHELTER MAINTENANCE	60,000	60,000	50,000	-	-	-	110,000
SAFETY BUILDING FENCE	200,000	-	200,000	-	-	-	200,000
TOTAL	3,860,000	460,000	6,127,000	12,120,000	2,645,000	1,960,000	22,512,000
<u>DPW GARAGE</u>							
	557,000	557,000	-	-	-	-	557,000
<u>FIRE DEPARTMENT</u>							
PUMPER-TENDER/ENGINE	-	-	1,200,000	-	750,000	-	1,950,000
HEARING PROTECTION/HEADSETS	80,000	80,000	-	-	-	-	80,000
AMBULANCE	410,000	410,000	-	451,000	-	496,100	1,357,100
TOTAL	490,000	490,000	1,200,000	451,000	750,000	496,100	3,387,100

CITY OF NEW BERLIN
FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
Hickory Grove Remodel
2024 - 2028

	Department Requested 2024	Mayor 2024	2025	2026	2027	2028	TOTAL
HICKORY GROVE - Building Renovation	5,570,000	5,570,000	-	-	-	-	5,570,000



REQUESTED ACTION STATEMENT

DATE: December 4, 2023

TO: Mayor
Common Council

FROM: Josh Radomski – Director of Public Works

ISSUE:

Resolution Number 2023-36: A Resolution Amending the 2023 Capital Projects Budget

REQUESTED:

Recommend Council to approve Resolution Number 2023-36: A Resolution Amending the Capital Projects Budget in the following ways:

EXPENDITURES - Increase

04251300-61135-C2023	ROBOTIC FLOOR SCRUBBER	\$ 85,000
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EXPENDITURES - Decrease

04252900-61127-C2023	LIGHTING – MALONE PARK	\$ 85,000
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FISCAL IMPACT:

The purchase of a robotic floor scrubber is estimated to have a payback period of 1.71 years to recuperate the funds that are being spent on this scrubber. The purchase of this machine will allow greater flexibility with our cleaning hours and staff and reduce the number of staff and increase our cleaning capabilities required to fully clean the new Activity and Recreation Center. The Department of Public Works believes that this is a very worthwhile investment for the City to make given the increased cleaning needs of the Activity and Recreation Center. By utilizing existing 2023 CIP funds, we are not increasing the CIP budget of the city.

RATIONALE:

By using the robotic floor scrubber to subsidize our cleaning staff, we are able to provide a more cost-effective and cleaner environment within the new Activity and Recreation Center. We estimate that this machine will be used for 4+ hours per day and will have a payback period of under 2 years. This machine will be essential to providing a cost-effective, clean environment at the new Activity and Recreation Center.

RESOLUTION NUMBER 2023-36

A RESOLUTION AMENDING THE 2023 CAPITAL PROJECTS BUDGET

WHEREAS, the addition of the Recreation Center added significantly more floor space for facilities to clean. After a return on investment analysis was completed it was determined that it is more economical to purchase a robotic floor scrubber than to hire additional personnel. Source of funds would be the Malone Park Lighting project which came in under budget. The best option at this point in time is to amend the Capital Projects Budget to cover the expected costs.

WHEREAS, It was determined that the Capital Projects Budget had to be amended to accomplish this goal.

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of New Berlin that the Capital Projects Fund Budget be reallocated as follows:

EXPENDITURES - Increase

04251300-61135-C2023	ROBOTIC FLOOR SCRUBBER	\$ 85,000
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EXPENDITURES - Decrease

04252900-61127-C2023	LIGHTING – MALONE PARK	\$ 85,000
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BE IT FURTHER RESOLVED that the City Clerk is hereby directed to publish this resolution in the Waukesha Freeman within 10 days of adoption by the Common Council.

RESOLUTION ADOPTED by the New Berlin Common Council this 12th day of December 2023.

David Ament, Mayor

Countersigned:

Rubina R. Medina, City Clerk

City of New Berlin
Return on Investment Evaluation
Autonomous Floor Scrubbers



Model Information
T380AMR
Robotic Floor Scrubber
Total Cost: \$80,724.00

10 Year Labor Dollars Created

\$297,150.00

Months to ROI 21

Years to ROI 1.71

Current Scrubber Operation Cost

Daily Additional Cleaning Hours	Daily Robotic Scrubbing Hours	Daily Hours Manual Scrubbing	Cleaning Days Per Year	Annual Labor Hours Spent Scrubbing	Hourly Wage	Current Annual Labor Spend
0	0	3	350	1050	\$45.00	\$47,250.00

Year 1-3 Annual Returns

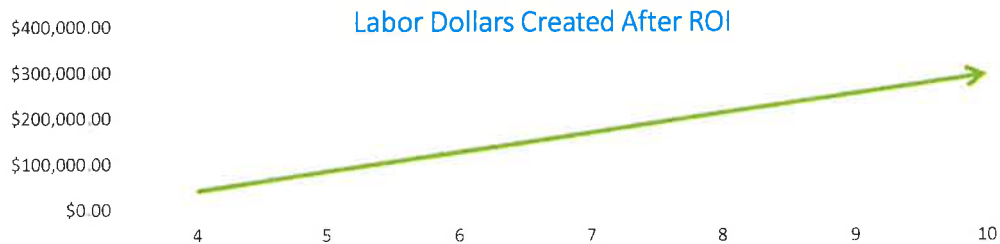
After Investing in Autonomous Scrubber

Daily Additional Cleaning Hours	Daily Robotic Scrubbing Hours	Daily Manual Hours Scrubbing	Cleaning Days Per Year	Annual Labor Hours Created	Hourly Wage	Annual Labor Cost Freed Up
0	4	0	350	1050	\$45.00	\$47,250.00

Years 4-10 Annual Returns

Beyond Point of ROI

Year	Annual Labor Cost Freed Up	Brain Cost after Year 3	Net Savings Per Year	Cumulative Labor Savings
4	\$47,250.00	\$4,800.00	\$42,450.00	\$42,450.00
5	\$47,250.00	\$4,800.00	\$42,450.00	\$84,900.00
6	\$47,250.00	\$4,800.00	\$42,450.00	\$127,350.00
7	\$47,250.00	\$4,800.00	\$42,450.00	\$169,800.00
8	\$47,250.00	\$4,800.00	\$42,450.00	\$212,250.00
9	\$47,250.00	\$4,800.00	\$42,450.00	\$254,700.00
10	\$47,250.00	\$4,800.00	\$42,450.00	\$297,150.00





SAN-A-CARE, Inc.
W223 N605 Saratoga Dr (53186)
P.O. Box 4250
Waukesha, WI 53187-4250
(262) 521-9500
(262) 521-9592

Quotation
Page 1 of 1

NEW BERLIN CITY OF
3805 S CASPER DR

NEW BERLIN WI 53151-5097

Date 3-Nov-2023 Valid Until

Salesman 0 Quote 609911
Terms Net 30

Merch Total	\$80,724.00
Taxable Sales	\$0.00
Tax	\$0.00
	\$0.00
P&H	\$0.00
Ppd Deposit	\$0.00
Total	\$80,724.00

Description	Item Code	Quantity	Price	Amount
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3-YEAR SOFTWARE PLAN

T380 AMR 20" Disk Rider Robotic Floor Scrubber S/N:	30101693EACH	1	59,040.00	\$59,040.00
ec-H2O NanoClean AMR T380	9021019	1	2,200.00	\$2,200.00
Li-ion 24V (Kit of 2) T380AMR	9052006	1	5,084.00	\$5,084.00
3-Yr Brain Software Package	^SPECIAL	1	14,400.00	\$14,400.00

Warranty
3 years parts, 2 years labor
5 year Battery Warranty

LEASE OPTIONS AVAILABLE



SAN-A-CARE, Inc.
W223 N605 Saratoga Dr (53186)
P.O. Box 4250
Waukesha, WI 53187-4250
(262) 521-9500
(262) 521-9592

Quotation
Page 1 of 1

NEW BERLIN CITY OF
3805 S CASPER DR

NEW BERLIN WI 53151-5097

Date 3-Nov-2023 Valid Until

Salesman 0 Quote 609911
Terms Net 30

Merch Total	\$90,324.00
Taxable Sales	\$0.00
Tax	\$0.00
	\$0.00
P&H	\$0.00
Ppd Deposit	\$0.00
Total	\$90,324.00

Description	Item Code	Quantity	Price	Amount
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5-YEAR SOFTWARE PLAN

T380 AMR 20" Disk Rider Robotic Floor Scrubber S/N:	30101693EACH	1	59,040.00	\$59,040.00
ec-H2O NanoClean AMR T380	9021019	1	2,200.00	\$2,200.00
Li-ion 24V (Kit of 2) T380AMR	9052006	1	5,084.00	\$5,084.00
5-Yr Brain Software Package	^SPECIAL	1	24,000.00	\$24,000.00

Warranty

3 years parts, 2 years labor
5 year Battery Warranty

LEASE OPTIONS AVAILABLE

Resolution No. 23-31**A RESOLUTION FOR THE APPOINTMENT OF ELECTION INSPECTORS FOR
THE 2024-2025 ELECTION TERM FOR THE CITY OF NEW BERLIN**

WHEREAS, Wisconsin Statutes 7.30(4)(a) provides for the appointment of Election Inspectors by municipalities between December 1 and December 31 of each odd-numbered year for a two-year term, and

WHEREAS, current Election Inspector terms expire on December 31, 2023, and

WHEREAS, Wisconsin Statutes 7.30(4)(b) allows the two-dominant parties to submit a list of names from which appointments shall be made, and

WHEREAS, the two-dominant parties have submitted names for appointment as Election Inspectors in the City of New Berlin for the upcoming appointment term, which begins on January 1, 2024, and ends on December 31, 2025, and

WHEREAS, each person listed in Exhibit A meets the qualifications to become an Election Inspector as outlined in Wisconsin Statutes 7.30(2)(a).

NOW, THEREFORE, BE IT RESOLVED, that the City Clerk is directed to appoint additional Election Inspectors as necessary, and

BE IT FURTHER RESOLVED, that the Common Council of the City of New Berlin does hereby confirm the nominees outlined in Exhibit A as Election Inspectors/Officials for the City of New Berlin and that their term shall commence January 1, 2024 and expire December 31, 2025.

Passed and adopted by the Common Council this 12th day of December 2023.

APPROVED:

Mayor Dave Ament

Countersigned/Certified:

Rubina R. Medina, City Clerk

2024-2025 Election Official Nomination List

Last Name	First Name	Party Affiliation
Abel	Nancy	R
Abel	Todd	R
Adkison	Joette	NA
Albers	Richard	NA
Anderson	Sharon	NA
Balistreri	Linda Louise	R
Bergmann	Linda	D
Blei	Anita	NA
Boie	Luann	NA
Bokerman	Martha	NA
Bonneau	Aaron	NA
Bonneau	Susan	NA
Braza	Diane	NA
Brochhausen	Nancy	NA
Bruders	Jennifer	NA
Buban	Timothy	NA
Buer	Kathryn	NA
Burant	Lisa	D
Carroll	Molly	NA
Casper	Janice	D
Cavanaugh	Gregory	NA
Chartier	Michael	D
Chesky	Bonnie	NA
Chojnacki	Thomas	D
Conley	Carolyn	NA
Conley	Michael	NA
Cook	Judith	NA
Coons	Jacqueline	D
Copp	Susan	NA
Cronin	Gail	R
Cronin	James	R
Crosby	Amy	NA
Dolezal	Sheryl	NA
Dugan	Sandra	NA
Easter	Kathy	NA
Edmundson	John	NA
Edmundson	Mary	NA
Ehrlich	Guenter	NA
Eirich	Therese Ann	NA
Elliott	Grace	NA
Eng	Lena	R
English	Mary	R

Estel	Brian	NA
Faherty	Camille	D
Fendrick	Mark	R
Fiedler	Darryl	NA
Fingel	Cristin	NA
Finn	Jayne	NA
Fleury	Donna	NA
Flores	Barbara	NA
Foren	Ty	R
Fredrick	Jonathan	NA
Friedbacher	Sally	NA
Fuller	Sharon	NA
Galbraith	Kay	NA
Ganzer	Patricia	D
Garrigues	Patricia	NA
Genthe	Denise	NA
Gerlach	Constance	NA
Gillard	Deborah	NA
Gradel	James	NA
Gramling	Laurene	NA
Grantz	Regina	D
Greenlees	Patricia	NA
Grosskreutz	Sandra	NA
Habeck	Debra L.	R
Hallgren	Debra	NA
Heller	Kate	NA
Hermann	Jan	D
Holzhauser	Julie	NA
Huber	Margaret	NA
Hustoft	Samantha	NA
Ihlenfeldt	Dick	NA
Janik	Judith	NA
Jaworski	Cheryl	NA
Jorns	Julie	NA
June	Robert	NA
Jungbluth	Alan	NA
Jungbluth	Kathleen	NA
Kabara	Paula	NA
Kazel	Erin	NA
Keehn	Barbara	NA
Kelly	Moir	R
Kelso	Jean	NA
Kennedy	Julia	NA
Kieffer	Robyn	NA
Klein	Cecilia	NA
Knackert	Pam	R
Knoerr	Kelley	NA

Koranda	Mary	NA
Kornacki	Kelly	NA
Kramer	John	NA
Kroupa	Cassidy	NA
Kubicki	Elaine	NA
Kuglitsch	Annette	R
Leffelman	Alex	D
Lockwood	Larry	NA
Lohman	Jeffrey William	NA
Lyman	Diane	R
Maertz	William	NA
Mason	Mark	R
Maternowski	Joan	NA
Matthews	Marybeth	NA
McKenzie Palen	Margaret	NA
Mewes	Jean	R
Meyer	Christine	NA
Meyer	Marc	R
Moths	Bruce	NA
Moths	Virginia	R
Mozina	Krista	NA
Murawski	Karen	NA
Noglalski	Judith	NA
Olson	Christine	NA
Ortiz	Carmen M	D
Palmer	Linda	NA
Perrin	John	NA
Peterson	Matthew	NA
Plath	Roger	NA
Pollen	Gregory	NA
Pomerence	Patricia	NA
Porubsky	Mark	NA
Poznick	Diane	NA
Pray	Margaret	NA
Quint-Sweet	Kim	NA
Rebatzke	Dana	NA
Reger	Kevin	NA
Rettig	Kathryn	NA
Rieder	Joseph	NA
Robertson	Sharon	NA
Romano	Beth	R
Romanowich	Bonnie	NA
Sangland	Valorie	R
Scaife	Susan	R
Schmidt	Mary M	D
Schuldt	Janet	NA
Schulteis	Wendy	D

Sexton	Edward	NA
Shaver	Jason	NA
Simons	Karen	NA
Smyczek	Tony	NA
Sobczak	Cheryl	NA
Sobczak	Paul	NA
Solda	Scott	NA
Soukup	Randy	NA
Spence	Glen	NA
Stadler	Ann	NA
Stahl	Susan	NA
Standridge	David	NA
Stelpflug	Diane	R
Stigler	Cynthia	D
Stopczynski	Kathleen	NA
Stopczynski	Richard	NA
Strasse	Ann	NA
Straub	Elizabeth	NA
Szolwinski	Richard	NA
Tatera	Mary	R
Taticek	Robert	NA
Trost	Sue	NA
Ulatowski	Jacob	NA
Unger	Kate	D
Van Aacken	Peter	NA
Vande Zande	Thomas	D
Vara	Carmine	NA
Vara	Terry	NA
Verbos	Barbara	NA
Ward	Ann	NA
Weidman	Robert	NA
Wilcox	Nancy	R
Witt	Patricia	NA
Witty	Jody	NA
Wojciechowski	Terry	D
Zahn	Karen	NA
Zaniewski	David	NA
Zarse	Mary	R

REQUESTED ACTION STATEMENT

TO: Common Council
Mayor Dave Ament

FROM: Gregory Kessler, AICP – Director of Community Development

RE: Requested Action Statement to amend the 2023 CIP budget by \$214,366 for the full design of the New Berlin DPW Garage phase 1 and Hickory Grove School renovations.

DATE: December 12, 2023

REQUESTED ACTION: Approval of Resolution 23- to amend the 2023 CIP budget by transferring CIP funds from 2021 in the amount of \$214,366 to begin full design of the New Berlin DWP Garage phase 1 an Hickory Grove renovations

FISCAL IMPACT: No new borrowing to accommodate this request. Our department is transferring funds from the 2021 CIP Calhoun Rd-National to Beloit project.

SOURCE OF FUNDS: Transfer from: Parking Lots 04251100-63011-C2021
Transfer to: Strategic Planning 04252900-61605- C2023

RATIONALE/BACKGROUND: The Department of Community Development has been working with our architect, Perspective Design and our construction manager, Moore Construction on preliminary designs for the reconstruction of the New Berlin DPW Garage phase 1 and Hickory Grove School. At the November 14th, 2023 Common Council Meeting, the Council directed staff to proceed with full design of these two projects. In an effort to offset the borrowing cost for these projects, our department is transferring residual funds to allow for these designs to being in 2023.

RESOLUTION 23-37
A RESOLUTION AMENDING THE 2023 CAPITAL PROJECTS BUDGET

WHEREAS, The Department of Community Development has been directed by the New Berlin Common Council to begin design work on renovating the New Berlin DPW garage phase 1 and Hickory Grove Center.

WHEREAS, DCD staff requests that \$214,366 be transferred from the 2021 Calhoun Rd- National to Beloit Account to the 2023 Strategic Planning Account.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of New Berlin that the Capital Projects Fund Budget be amended as follows:

TRANSFER FROM

Calhoun Rd- National to Beloit	04251100 63011 C2021	\$214,366
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TRANSFER TO

Strategic Planning	04252900-61605-C2023	\$214,366
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BE IT FURTHER RESOLVED that the City Clerk is hereby directed to publish this resolution in the Waukesha Freeman within 10 days of adoption by the Common Council.

RESOLUTION ADOPTED by the New Berlin Common Council this 12th day of December 2023.

David Ament, Mayor

Countersigned:

Rubina R. Medina, City Clerk

REQUESTED ACTION STATEMENT

MEMO TO: Mayor David Ament
Common Council

CC: Plan Commission (via email)

MEMO FROM: Gregory W. Kessler, AICP - Director

DATE: December 6, 2023

ISSUE: Dan Romnek, on behalf of Mandel Group and the City of New Berlin, has filed a petition to rezone from B-1/PUD, Rm-1/PUD, I-1 PUD & C-2 to B-1/PUD, Rm-1/PUD, I-1 PUD & C-2 to amend Planned Unit Development Overlay Ordinance #2679, Mandel Neighborhood Development Plan & Highland Memorial Park Cemetery PUD, for approximately 34.5 acres for the parcels located at 1750 S. Moorland Road (includes Tax Keys #'s listed from north to south, beginning at the intersection of Greenfield Avenue south along the east side of Moorland Road, up to the New Berlin Recreation Trail): 1158-990; 1158-991-001; 1158-993, 1158-994, 1158-989, 1158-991 & a portion of 1158-992)

REQUESTED: Recommend to Common Council that a public hearing be set for January 8, 2024 at 6:00 p.m. to be held before the Plan Commission to rezone from B-1/PUD, Rm-1/PUD, I-1 PUD & C-2 to B-1/PUD, Rm-1/PUD, I-1 PUD & C-2 to amend Planned Unit Development Overlay Ordinance #2679, Mandel Neighborhood Development Plan & Highland Memorial Park Cemetery PUD, for approximately 34.5 acres for the parcels located at 1750 S. Moorland Road (includes Tax Keys #'s listed from north to south, beginning at the intersection of Greenfield Avenue south along the east side of Moorland Road, up to the New Berlin Recreation Trail): 1158-990; 1158-991-001; 1158-993, 1158-994, 1158-989, 1158-991 & a portion of 1158-992)

RATIONALE: Per Chapter 275-22 of the City's Zoning Code, this applicant has filed a completed application and petitioned the City to rezone these properties. In addition, per State Statute 62.23(7), the Common Council may refer to the Plan Commission all petitions to rezone a property and require that a public hearing be held to obtain public input and that the Plan Commission formulate a recommendation. These recommendations shall be forwarded to the Common Council for final action.

Per Zoning Code Section 275-20I, Mr. Romnek has simultaneously filed a Use approval application File #UA-2301691.

Note:

In the process of reviewing the Use Approval application (File #UA-2301691) for the Mandel Development apartment project, staff noted that the proposed parking provided did not meet what was outlined in PUD Ordinance #2679. Through further design work, the applicant determined that having fewer attached garages improved the appearance of the buildings.