

**Village of Cambridge Board of Trustees
Amundson Community Center
200 Spring Street, Cambridge
Tuesday, March 22, 2022
6:30 p.m.**

Village Board Agenda

- 1. Call to Order/Roll Call**
- 2. Pledge of Allegiance**
- 3. Proof of Posting**
- 4. Public Appearances:**
- 5. Approval of Consent Agenda:**
 - a. Village Board Minutes: March 8, 2022
 - b. Licensing Committee: March 8, 2022
 - c. Personnel Committee: March 9, 2022
 - d. Water & Sewer Committee: March 13, 2022
 - e. Plan Commission: March 14, 2022
- 6. Reports:**
 - a. Presidents Report
 - b. Library Board: March 9, 2022
 - c. Village Office Updates: Administrator/Clerk Moen
- 7. Bills**
- 8. Unfinished Business:**
 - a. Discussion and Possible Action Regarding TIF Feasibility Study: Brian Roemer, Ehlers
 - b. Discussion and Possible Action Regarding Lagoon Drive Update: Joe DeYoung
 - c. Fire Commission Updates
- 9. New Business:**
 - a. Discussion and Possible Action Regarding Volunteer Tree Planting Event.
 - b. Discussion and Possible Action Regarding Volunteer Forms.
 - c. Discussion and Possible Action Regarding Bike Path Easements.
 - d. Discussion and Possible Action Regarding Possible Options to Implement Subdivision Grading Requirements Including Procedure and Enforcement: Recommendation from Plan Commission.
 - e. Discussion and Possible Action Regarding Smart Growth Plan: Recommendation from Plan Commission
 - f. Discussion and Possible Resignation of Building Inspector and RFP for Services
 - g. Discussion and Possible Action to allow ATV/UTV operation on designated village roads.
- 10. Correspondence:**
 - a. Municipal Treasurer's Week Proclamation
- 11. Upcoming Meetings:** April 5, Election; April 11, Plan Commission; April 12, Joint Law Enforcement; April 12, Village Board; April 13, Library Board; April 19, Water and Sewer; April 26, Village Board.
- 12. Questions, Referrals to Staff or Future Agenda Items:**
 - a. Wisconsin State Senator John Jagler joining us for April 26th Meeting.
- 13. Adjournment**

Lisa Moen, Administrator/Clerk/Deputy Treasurer

- 1) Persons needing special accommodations should call 608-423-3712 at least 24 hours prior to the meeting.
- 2) More specific information about agenda items may be obtained by calling 608- 423-3712.
- 3) Final Village Board agendas are typically posted by 4 PM on the Friday preceding the regular meeting at the Amundson Community Center, Cambridge Post Office and Hometown Bank and Village of Cambridge Web site at www.ci.cambridge.wi.us

**Village of Cambridge Board of Trustees
Amundson Community Center
200 Spring Street, Cambridge
Tuesday, March 8, 2022
6:30 p.m.**

Village Board Minutes

- 1. Call to Order/Roll Call:** President McNally called the meeting to order at 6:30 p.m. Members present: Trustees Kumbier, Wittwer, Franklin, Galler, Schaefer Weiss and President McNally. Excused Trustee Rose. Others present: Lisa Moen, Administrator; Chrissie Brynwood, Treasurer; Attorney Landretti, Stafford Resenbaum; Nick Maas & Mike Reiber, Dancing Goat; Dean Lund. Kris Breunig, Tim Phelps, Brenda Newman, Andrea Masotti, Becky Borchardt, Kathye Franz, Tim Franz, Jim Lowrey, James Casey, Donna Casey, Mark Hollerith, Renee Smith, Jim Matthei, Joel Ibeling, Greg Hellmich. Andrea Masotti.
- 2. Pledge of Allegiance**
- 3. Proof of Posting** The agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Hometown Bank, and the Village Website
- 4. Public Appearances:**
 - 1) **Dean Lund-** Handout regarding state statute to allow UTV's to be driven on highways. He mentioned two concerns regarding the forestry division. Concerns with written ordinance regarding the \$1,000.00 fine would ask that there be a right to appeal process added. Also concerned on the verbiage of "allowed to enter premises". The water and sewer lateral's locations should be added in the ordinances as well.
 - 2) **Beck Borchardt-** There was a dead tree across from her business and they cut it down, will she be in trouble for doing so? She was asked by Trustee Galler if she reported it to the Department of Public Works, she didn't report it, but DPW should have taken it down.
 - 3) **Brenda Newman-** Asked if all board members received the building inspection issues. The board acknowledged they had. Clarification of what she asked for in last meeting was for the whole subdivision not just her home. She summarized the issues of the subdivisions that were with building inspector.
 - 4) **Blake Sollenberger-** Grading issues follow up with discussion on last month's meeting. Update the memo 2.14.2022 Then the meeting on the 22nd states it can be enforced. Going to plan commission and concerns about enforcement if it opens up to lawsuit for the village. He feels it's the Vineyards versus the Village. Government is there to defend residents. Master cite grading have clear authority.
 - 5) **Andrea Masotti-** After rain there was waterfall down into joining yard.
 - 6) **Kathye Franz-** Concerned about 8-10 trees that are down along the bike path from the last storm. What's to know who is responsible for them? The Public Works department is aware of these trees that are down.
 - 7) **Nick Mass-** Offered to take the trees down along the bike path.
- 5. Approval of Consent Agenda:**
 - a. Village Board Minutes: February 22, 2022
 - b. Personnel Committee: March 1, 2022

Trustee Franklin made a motion to approve the consent agenda with any wording change corrections, seconded by Trustee Schaefer Weiss. Motion carried.

6. Reports:

- a. Presidents Report- EMS received a grant, approximately in the amount of \$6,700 for funding assistance.
- b. Licensing Committee: March 8, 2022-Trustee Franklin will cover later in the agenda.
- c. Village Office Updates: Administrator/Clerk Moen- Gearing up for the election. Preparing notices absentee ballots. Auditors were here last week for initial work continuing to provide information to them. Working on items on the agenda as well as on going projects. New tax bills have arrived. To cut checks all addresses need to be entered into the system. Treasurer Brynwood working on that. President McNally questioned from the last storm did we have any trees down. Administrator Moen stated yes, the crew is aware of the downed trees. Mainly crew addressed any blocking roads first, then addressed the snow, then back to addressing the clean up of the trees with chipping etc.

7. **Bills** Treasurer Brynwood stated the first round of bills were \$185,462.43, second round of bills were \$59,565.79 for a total of \$245,028.22.

Trustee Kumbier made a motion to approve the bills in the amount of \$245,028.22 seconded by Trustee Wittwer. Motion carried 6-0 on a roll call vote.

8. New Business:

- a. Discussion and Possible Action Regarding Liquor License Application for 281 W Main St: Liberty Square Gas Station Inc. d/b/a Refuel Pantry – Cambridge, Lakhbir Sing, Agent

Trustee Franklin explained that the Liberty Square Gas Station has bought the BP and has applied for their Class A liquor license. There was one minor change that was needed, and it has been addressed.

Trustee Franklin made a motion to approve the Liquor License Application for 281 W. Main St. Liberty Square Gas Station INC. d/b/a Refuel Pantry, seconded by Trustee Galler. Motion carried 6-0.

- b. Discussion and Possible Action Regarding Cigarette License Application for 281 W Main St: Liberty Square Gas Station Inc. d/b/a Refuel Pantry – Cambridge, Lakhbir Sing, Agent

Trustee Franklin said this was the same and everything looked fine.

Trustee Franklin made a motion to approve the Cigarette License Application for 281 W Main St. Liberty Square Gas Station Inc. d/b/a Refuel Pantry, seconded by Trustee Galler. Motion carried 6-0.

- c. Discussion and Possible Action Regarding Director of Public Works Job Description: Recommendation from Personnel Committee

Trustee Schaefer Weiss stated the personnel committee met on March 1, 2022 and discussed for the need of the Director and after further discussion it was agreed that they need to hire a director to oversee day to day functions. Administrator Moen stated two motions need to be made, one to approve the job description and the other to place ad for hiring a director.

Trustee Kumbier made a motion to approve the public works job description, seconded by Trustee Franklin. Motion carried 6-0.

- d. Discussion and Possible Action Regarding Vacant Director of Public Works Position

Trustee Franklin made a motion to approve advertising for the vacant Director of Public Works position, seconded by Trustee Schaefer Weiss. Trustee Franklin questioned the hourly rate \$26-\$30 per hour DOQ. Trustee Wittwer questioned if they don't have a CDL or water certifications what will they be paid? Administrator Moen stated the pay rate will depend on if they have these licenses then they'd be at a higher rate. Motion carried 6-0.

9. Unfinished Business:

- a. Presentation by Scott Jelle, Building Inspector: Building Permit and Occupancy Permit Process vs. Home Inspections, and Recent Concerns and Questions.

Building Inspector Scott Jelle handed out a packet then explained that he abides by the Wisconsin State Code. He spoke he wants to clear up the difference between home inspector and building inspector. He received an email from a resident stating home inspection issues. Scott Jelle stated building inspectors evaluate compliance with local codes and ordinances during construction. Primarily items like smoke alarms, the installation of appliances, (not talking about refrigerator not like air conditioners/ heater) the strength of structural members, and emergency exits. The building inspector focuses on the code it either passes or fails. Seven steps that building inspectors follow. Throughout the process there were many times that steps were not passed and needed to bring up to code, it needs to meet the code. Verbiage in the notes, which was taken from Uniform Dwelling Code section 320.10(3)(h) Final Inspection Health and Safety items. "It is clearly not the intent of the Uniform Dwelling Code to prevent persons from moving into their homes where certain cosmetic items have not been completed. For example, unpainted rooms, uncompleted trim work, lack of carpeting. Etc., would not prevent occupancy." He stated from the emails he received from the residents there are no codes for these items. He can't prevent an occupancy permit for granite not being sealed crack in driveway, due to workmanship items. Final grading, drainage is part of zoning not building inspection. He states he wants to touch on two issues, at the time occupancy things can change to this point. If there is an issue now there may have not been at the time of occupancy. Home warranty is for a year to be corrected. Spoke about wires hanging out, was not an issue at time of occupancy, could have been after occupancy when builders were backfilling. Scott Jelle stated he did make a mistake and did not run the hot water long enough to find that there was an issue with the water heater. Spoke on a dryer vent, at the time of occupancy the resident can still live in the house even if there is no siding on the outside shell of the home. Scott stated at the time he inspected the dryer vent hole that existed, at that time there was no siding on the home yet. So, when the builder placed the siding, they covered the hole. But at the time of occupancy there was the hole for the dryer vent. With a home inspection that would have been the time to address these issues. He stated he received several comments on cracks, when it dries it does crack but this is not a code issue, nor is gutters. He mentioned another comment on heat ducts there are no heat vents in the basement. It must be a conditioned space, for example living room, bedroom. But in the basement, it is an open space, if decide on finishing the basement is when the heat run can be added by HVAC. He stated can't run a heat run when you don't yet know where the conditioned space will even be located. Another comment was about pantries- pantries are not a conditioned space so are not in the code. He seldom sees heat in pantries. Downspouts are not part of the code. Drywall cracks in closet walls are part of poor workmanship and are not code related. Scott said there was an email from 606 Kenseth issue with mosquitos being in their house, this is not about code.

- b. Board Discussion and Possible Actions Regarding Presentation

Trustee Kumbier questioned Scott Jelle and asked if he checks outlets? Scott stated he checks the GFI outlets, but not all. Scott stated the main areas are bathrooms, kitchen sinks where you want them to pop. He also stated he does not check all nor does other building inspectors. Trustee Franklin mentioned the complaints about the plumber when performing a pressure test that they left the plug in. Scott stated that after he checks the plumbing the plug goes back in. Scott admitted that this was the same home that he didn't let the hot water run long enough, and water wasn't running enough to find this while he was there. President McNally questioned the siding issue. Scott stated that he does not have to wait for the siding to be installed and mentioned that siding is on back order. Trustee Galler questioned how many times does he go into the structures? Scott stated about 7 times. Trustee Galler also questioned if over those 7 times in the structures has he ever issued a fail. Scott answered yes and stated there were issues with every house had something either not finished or need to be fixed. Trustee Franklin stated the posts that they had inspected were 4x6 and need to have straps. Scott stated Vulcan builders uses wood and they were not

perfectly straight and over 4-5 months they have moved. Scott mentioned wood posts are not desirable in his opinion, but they can be used. Trustee Franklin stated once again it is a material performance issue. Trustee Witter questioned if he looks at the fireplace? Scott stated yes and there was one that wasn't plugged in. Everything met code, example cord was code, fireplace was code, but there is no code for it to be plugged in. Trustee Witter questioned where does he keep all this information? Scott answered in a large binder. Trustee Wittwer also questioned shut off valves under sinks. And mentioned residents were stating the hot and cold faucets were reversed. Scott mentioned yes, it is a nuisance but not a code issue. Trustee Wittwer questioned if he inspects all insulation before it gets closed. Scott stated that he checks the insulation before he has them close it up at the time of occupancy. Trustee Franklin stated the building inspector can only check items that are in the code. Trustee Kumbier questioned the sump pumps they stub them out to the outside of the yard. Scott said the State of Wisconsin states that the sump pumps need to go out to grade. Trustee Wittwer questioned about the grading if he looks at the grading at all? Scott mentioned grading is a zoning issue. Scott is not able to even look at the grading at this time the ground is frozen, and this is something he does not do. Trustee Wittwer questioned if there was a code that enforces the builder to keep things clean. Scott replied no there is not a code for this under building inspection. Trustee Wittwer stated then this would need to be an ordinance to be enforced by the village. Attorney Landretti expressed to the audience that this was not a question-and-answer session. Trustee Franklin stated that there were a lot of accusations about Scott "rubber stamping" and he feel that this is not the case at all. Trustee Franklin stated that Scott has admitted and addressed it. Trustee Franklin went on to say that a lot of these issues are a "Home Inspector" thing. He also said that this was a material performance issue. Vulcan used the cheapest materials, they can use 4x6 wood and it was installed correctly but got worse over time. Scott mentioned he has told builder to use metal posts. Trustee Franklin stated Scott Jelle has done his job and there are some things to work on going forward. Attorney Landretti will look at sump pump issue for next meeting. Trustee Franklin would like to review nuisance ordinances to enforce these issues in the village. President McNally wants to know what committee with this go too. This will go to Plan Commission. Trustee's Galler and Schaefer Weiss thanked Scott for his time. Attorney Landretti will look into a construction bond.

- c. Discussion and Possible Action Regarding Village of Cambridge Ordinance 2022-02 An Ordinance Amending Sections 12.52 of the Village of Cambridge Ordinances regarding Trees and Shrubs

Trustee Wittwer invited the Village Forester to join up front. Administrator Moen stated the items in red are added and items with a strike through are removed. Trustee Galler stated this has been going on since June. Trustee Galler stated going forward with the changing employees/trustee changes to keep things uniform. Administrator Moen stated a lot of the items that were removed form the Ordinance were put in a policy, which is the next agenda item. Trustee Wittwer stated that Jay Weiss has done a lot of work of this. He also mentioned that if there are emergency tree issues it just needs to be reported to the Administrator. President McNally questioned that the clear vision triangle item was removed. Administrator Moen stated it was placed in the policy. President McNally would like the verbiage to change about being able to enter premises. He would like this to be removed completely.

Trustee Galler made a motion to approve the Village of Cambridge Ordinance 2022-02 an Ordinance Amending Sections 12.52 of the Village of Cambridge Ordinances regarding Trees and Shrubs public works job description, seconded by Trustee Wittwer. with changes to be made. Motion carried 6-0.

- d. Discussion and Possible Action Regarding Village of Cambridge Ordinance 2022-03 An Ordinance Amending Section 16.20.110 Relating to Street Lamps – Street Trees

Dean Lund expressed a concern that Water and Sewer Laterals need to be added in to the policy. He also mentioned that he would like to add an appeal process for the fines.

Trustee Wittwer made a motion to approve the Village of Cambridge Ordinance 2022-03 an Ordinance Amending Sections 16.20.110 Relating to Street Lamps-Street Trees, seconded by Trustee Galler. with changes to be made. Motion carried 6-0.

e. Discussion Regarding Tree Policy

Dean Lund expressed a concern that Water and Sewer Laterals need to be added in to the policy. He also mentioned that he would like to add an appeal process for the fines. Trustee Galler said if an issue arises residents can come to the Public Works committee will act as a moderator.

f. Fire Commission Updates Next meeting is a listening session.

10. Correspondence: NONE

11. Upcoming Meetings: March 9 Library Board; March 9, Personnel Committee; March 14, Plan Commission; March 15, Water and Sewer Committee; March 22, Village Board.

12. Questions, Referrals to Staff or Future Agenda Items:

UTV'S/ATV'S -Allow operation on designated village roads.

13. Adjournment

Trustee Galler made a motion to adjourn, seconded by Trustee Kumbier. President McNally adjourned the meeting at 8:55 p.m.

Ted can you please not click your pen so much, thx.
Chrissie Brynwood Treasurer

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NOTICE of PUBLIC MEETING of the VILLAGE of CAMBRIDGE LICENSING COMMITTEE

Tuesday, March 8, 2022
6:00 p.m.
Amundson Community Center, 200 Spring St
Community Room

AGENDA

1. Call to order: Trustee Franklin called the meeting to order at 6:03 p.m. Members present: Trustees Galler and Franklin; Members excused: Trustee Rose. Others present: Lisa Moen, Administrator; Chrissie Brynwood, Treasurer and President McNally.
2. Approval of Minutes from October 26, 2021: Trustee Galler made a motion to approve the minutes as presented, seconded by Trustee Franklin. Motion carried.
3. Review and Recommendations to Village Board regarding the following license applications:
 - a. Class A Beer and Class A Liquor License: Liberty Square Gas Station Inc, d/b/a Refuel Pantry - Cambridge, 281 W. Main St, Lakhbir Singh, Agent.: The Cambridge BP is being sold to the new party.

Trustee Galler made a motion to recommend to the Village Board to approve the Class A Beer and Class A Liquor License: Liberty Square Gas Station Inc, d/b/a Refuel Pantry - Cambridge, 281 W. Main St, Lakhbir Singh, Agent, seconded by Trustee Franklin. Motion carried.

- b. Cigarette License: Liberty Square Gas Station Inc, d/b/a Refuel Pantry - Cambridge, 281 W. Main St, Lakhbir Singh, Agent.

Trustee Galler made a motion to recommend to the Village Board to approve the Cigarette License: Liberty Square Gas Station Inc, d/b/a Refuel Pantry - Cambridge, 281 W. Main St, Lakhbir Singh, Agent, seconded by Trustee Franklin, motion carried.

4. Any Other Business, Updates, Concerns Regarding Licensing Activities, Future Agenda Items
Administrator Moen stated the renewals for liquor licenses and operators license renewals will be going out soon. She also mentioned that the reserve license is still available.
5. Adjournment: Trustee Galler made a motion to adjourn, seconded by Trustee Franklin. Motion carried. Trustee Franklin adjourned the meeting at 6: 10 p.m.

**Village Of Cambridge Public Meeting
Personnel Committee Meeting
Amundson Community Center
200 Spring St, Cambridge
Wednesday, March 9, 2022
5:30 P.M.**

1. Call To Order/Roll Call: Chairperson Schaefer Weiss called the meeting to order at 5:30 p.m. Members present: Trustees Kumbier, Franklin and Schaefer Weiss. Others present; Lisa Moen, Administrator; Chrissie Brynwood, Treasurer; Mark McNally, President; Nick Maas, Dancing Goat; Tod Lord.
2. Proof Of Posting: The Agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Hometown Bank, and the Village Website.
3. Approval of Minutes from Meeting: March 1, 2022

Trustee Franklin made a motion to approve the minutes as presented, seconded by Trustee Schaefer Weiss. Motion carried.

4. Public Appearances/Citizen Input- Nick Maas expressed that he has never met Derek, nor has he asked for his "head on the chopping block" He stated he wants the staff to just do the jobs they are paid to do.
5. Discussion and Possible Action Regarding:
 - a. **Convene into Closed Session** per 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation, or performance evaluation data of Village employees: Public Works
 - b. Reconvene into Open Session
 - c. Possible action taken on closed session items:

Trustee Schaefer Weiss had a letter of reprimand for Derek to review and sign. He agreed and signed and will be placed in his personnel file. Derek stated he will love to work with Nick Maas in the future.

6. Any Other Business to be Brought Before the Committee: Chairperson Schaefer Weiss asked to speak with Tod Lord. Tod explained that he is not a new employee anymore and he is caring, both the on-call phone as well as the DPW cell phone. He mentioned he still is at the same payrate as when he was hired but has a lot of responsibilities that he is tasked with.
7. Adjournment Trustee Franklin made a motion to adjourn, seconded by Trustee Kumbier. Motion carried. Chair Schaefer Weiss adjourned the meeting at 6:40p.m.

**CAMBRIDGE WATER, SEWER AND STORMWATER COMMITTEE
AMUNDSON COMMUNITY CENTER
200 SPRING STREET – COMMUNITY ROOM
AGENDA
6:30 PM
MARCH 15, 2022**

1. **Call to Order/Roll Call:** Ted Kumbier called the meeting to order at 6:36pm. Members present: Larry Gunseor, Chuck Franklin, and Ted Kumbier. Members absent: Steve Strauss, Blake Sollenberger. Others present: Mike Reiber from the Dancing Goat Distillery; Becky Borchardt. Village Staff: Chrissie Brynwood, Tod Lord and Derek Schroedl. Steve Strauss arrived at 6:47pm
2. **Proof of Posting:** Agendas were posted in the upper and lower levels of the Amundson Community Center, Hometown Bank, Cambridge Post Office, and the Village Website.

3. Approval of consent agenda

- a. Meeting Minutes from 02-15-2022

Trustee Franklin made a motion to accept the consent agenda as presented. Commissioner Gunseor seconded the motion. Motion carried on a 4-0 vote.

4. Approval of Bills

Trustee Franklin made a motion to accept the bills in the amount of \$100,696.80. Commissioner Gunseor seconded the motion. Motion carried on a 4-0 roll call vote.

5. Reports

- a. **Office Report:** Vicki has been busy with daily duties. She has sent out deduct meters letters to new homeowners to offer this option to help save money on the sewer portion of their bills. Meter readings a few months back was only reading approximately at 77%, crew had worked to identify issues and correct them resulting in meters reading at 98% as of March 1, 2022.
- b. **Staff Report:** Derek Schroedl explained that the testing and monitoring of the water is going well. Did have a test not picked up in time by Speedy Delivery service. Took another water sample and sent it out was successful. DNR reporting is up to date. Upcoming spring will be flushing hydrants and utilizing automatic flusher throughout the village. Mike Reiber, Dancing Goat just asked to notify them when in their flushing in their area. Have signed up for ArcGis which will help crew in several areas such as keeping track of gallons of water flushed for reporting purposes. Scott Farm development offered input for drainage issues that will need to be addressed moving forward. Received quotes for televising and cleaning will discuss later, item is on the agenda. The F-650 not selling, if to keep it will get quotes on equipping it with a man lift to assist in holiday decorations, tree trimming and building maintenance. F-250 in dire need to replacement- not the best time to obtain used vehicles, but still looking. Derek would ideally like a truck with utility boxes.

6. Old Business:

- a. Discussion and Possible Action on – Water Hook-Up at N4368 Park: Owner of N4368 Park Road is doing research to be able to build a four plex apartment complex in order to have fire protection. He is looking at what costs would be. Treasurer Brynwood gave out a quote from MSA for extending the water main. It is approximately 1700 feet. Key items would be that the water main would be constructed with an 8-inch HDPE pipe by directional drilling along the north side of Blue Jay Way and along the east side of Park Rd. This would require DNR approval as well as Wisconsin PSC authorization because it is located outside the village limits Estimated project cost \$277,585. Commissioner Strauss will speak to owner after the meeting.
- b. Discussion and Possible Action on – Back-up Generator: Commissioner Strauss questioned Treasurer Brynwood if Administrator Moen applied to the national listing website do the committee can look for generators. Treasurer Brynwood did not know. She will follow up and let the committee know.
- c. Discussion and Possible Action on – Sewer Televising/Quotes: Committee discussed the need to televise and clean sewer lines. Trustee Kumbier requested the crew to televise and clean sewer lines starting on Johnson Street. Trustee Kumbier suggested to use Kelly McCann, but Derek stated that they do not integrate into the ArcGIS system. The Expediters, INC were the lowest with a cost of \$1.04 per foot.

Commissioner Strauss made a motion to hire The Expediters to televise and clean 6,592 linear feet to include Johnson Street, seconded by Trustee Franklin, motion carried on a roll call vote.

- d. COWC Update – Ted Kumbier & Steve Struss: Strauss stated not a lot going on. A faulty valve will need to be rebuild but most likely won't happen until May or June dependent on the weather. This repair will need both the Town of Oakland and the Village of Cambridge to bring their lift stations down and off for approximately 3-4 hours. President McNally questioned if Door Hangers regarding flushing of wipes etc., have been placed on homes? Commissioner Strauss stated not yet but most likely will be done in April.

7. New Business: None

8. **Public Comment:** Mike Reiber Dancing Goat they are installing their chilled water tower by the end of the month and are looking at a 2" deduct meter. He also requested information and up-keep of well main etc. It has been six months since the plan was presented and would appreciate an update.

9. Questions, Referrals to Staff or Future Agenda Items:

- i. Update on Water Hook up at N4368 Park
- ii. Confirm with Administrator Moen that the application was signed and emailed for the national list for items for sale to look for generator.
- iii. Quantity of linear feet of televising.

10. Adjournment:

Commissioner Strauss made a motion to adjourn the meeting. Trustee Franklin seconded the motion. Kumbier adjourned the meeting at 7:43 pm.

Respectfully Submitted

Chrissie Brynwood

- a) Persons needing special accommodations should call 608-423-3712 at least 24 hours prior to the meeting.
- b) More specific information about agenda items may be obtained by calling 608- 423-3712.
- c) A quorum of the Water & Sewer committee will attend this meeting for the purpose of gathering information relevant to their responsibilities as Water & Sewer committee members.
- d) Final Agendas are typically posted by 4 PM on the Friday preceding the regular meeting at the Amundson Community Center, Cambridge Post Office, Hometown Bank and Village of Cambridge Web site at www.ci.cambridge.wi.us

Village of Cambridge
Plan Commission
Monday, March 14, 2022 – 6:30 P.M.
Amundson Community Center
200 Spring Street

MINUTES

1. Call to Order / Roll Call: Chairperson Wittwer called the meeting to order at 6:33 p.m. Members present: Commissioners Michalski, Hollenbeck, Anderson, Franklin, Milsap, Wittwer. Absent Sollenberger. Others present: Lisa Moen, Administrator/Clerk; Chrissie Brynwood, Treasurer; President McNally; Dean Lund; Jane Landretti, Village Attorney; Kayla Sipple South Central Landscapes; Karen Seamon, Cambridge News.
2. Proof of Posting: Agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Hometown Bank, and the Village Website.
3. Approve Minutes from Plan Commission Meeting on December 13, 2021.

Commissioner Franklin made a motion to approve the meeting minutes from December 13, 2021, seconded by commissioner Hollenbeck. Motion Carried.

4. Public Comment

Kayla Sipple-South Central Landscapes mentioned the smart growth plan is not on the website. Would like a copy of it. She does realize the website is having some technical difficulties currently. Treasurer Brynwood stated she is trying to get the website updated.

Mark McNally mentioned that this may be a county issue but there are several trees down along the Cam Rock trail. They are not in the path but alongside of it.

5. Old Business: Discussion and Possible Action re: None
6. New Business:
 - a. Discuss Possible Options to Implement Subdivision Grading Requirements with Possible Recommendation on Procedure and Enforcement.

Attorney Landretti stated that there is a memo included in the packet that goes into details regarding the grading requirements. She stated that building inspector looks at the home itself and that the Vineyard Subdivision complies. Trustee Franklin mentioned the issue in the vineyards is Vulcan is raising the grading that may cause possible flooding, Trustee Franklin said the builder should supply the as-built also mentioned that the building inspector have a site plan. But in the winter the grading plan may have issue a temporary occupancy permit for 90-days. Building inspector could compare to master grading. Trustee Franklin does not want to cause undue burden

to staff to carry this out. New building inspector will have office hours to be able to address the grading at that time. This will hold the builder accountable to be sure grading is accurate. He also mentioned that we have an ordinance to enforce. Attorney Landretti explained that the village always has enforcement discretion. This is a policy issue. Not all small communities even use this, it's meant for more larger communities.

Trustee Franklin made a motion to recommend to the village board to enforce spot grading per the, as built and to issue a temporary occupancy permit for 120 days with any fees to the village are billed to the builder. Seconded by Trustee Milsap. Motion carried,

b. Discussion and Possible Action Regarding Smart Growth Plan

Administrator Moen explained that the smart growth plan is set to expire in 2025. Since the village recently had a consultant gather information in regard to the solar development. Now would be a good time to go out and ask Roeffer's for a quote to update the entire Smart Growth plan.

Chairperson Wittwer made a motion to recommend to the village board to obtain a quote for Roeffer's to update the entire Smart Growth plan. Seconded by Trustee Franklin. Motion carried.

c. Discussion and Possible Action Regarding Intergovernmental Agreement with Town of Christiana

Tabled at this time until further knowledge of Solar development April 10,2022.

7. Correspondence: None

8. Any Other Such Business That Can Legally Be Brought Before the Committee for Consideration on Future Agendas/Questions or Comments for Staff:

- a. Rezone - Kris and Nadine Breunig
- b. Building Bond
- c. Lagoon Dr Update
- d. Scot Farms proposed subdivision expansion
 - i. General Overview of Project
 - ii. Preliminary and Final Plat
 - iii. Rezoning

Kirk Trippe / Sec

9. Adjournment of Meeting: Commissioner Franklin made a motion to adjourn the March 14, 2022, Plan Commission meeting, seconded by Commissioner Anderson. Motion carried. Chairperson Wittwer adjourned the meeting at 7:45 p.m.

Chrissie Brynwood, Treasurer

3/18/2022 11:18 AM

In Progress Checks - Full Report - ALL

Page: 1

ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 3/22/2022 From Account:

Thru: 3/22/2022 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	3/22/2022	ALLIANT ENERGY/WP&L	
#370181			
100-00-51600-220-000		MUN BLDG - UTILITIES	1,023.92
#370181	3/14/2022		
100-00-53420-000-000		STREET LIGHTS	51.37
#570605	3/14/2022		
100-00-53420-000-000		STREET LIGHTS	104.37
#938022	3/14/2022		
100-00-53420-000-000		STREET LIGHTS	32.80
#923952	3/14/2022		
100-00-53420-000-000		STREET LIGHTS	30.78
#1611869258	3/14/2022		
100-00-53420-000-000		STREET LIGHTS	41.67
#252381	3/14/2022		
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	567.63
#034153	3/14/2022		
100-00-53420-000-000		STREET LIGHTS	9.52
#480381	3/14/2022		
100-00-53420-000-000		STREET LIGHTS	19.48
#543106	3/14/2022		
100-00-53420-000-000		STREET LIGHTS	28.96
#7244110000	3/14/2022		
100-00-55200-220-000		PARK UTILITIES	37.62
#0335194619	3/14/2022		
100-00-55200-220-000		PARK UTILITIES	18.19
#69591 VETERANS PARK	3/14/2022		
		Total	1,966.31

3/22/2022 ALLIANT ENERGY/WP&L

300 WATER ST PUMP HOUSE

600-00-53700-821-000		POWER PURCHASED FOR PUMPING	735.95
300 WATER ST PUMP HOUSE	399442		
500-00-53700-620-000		POWER PURCHASED FOR PUMPING	194.73
SKOGEN RD WELL #3	17628		
500-00-53700-620-000		POWER PURCHASED FOR PUMPING	2,083.00
WELL #2	396761		
600-00-53700-821-000		POWER PURCHASED FOR PUMPING	110.98
12 & 18 LIFT STATION	014422		

3/18/2022 11:18 AM

In Progress Checks - Full Report - ALL

Page: 2

ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 3/22/2022 From Account:

Thru: 3/22/2022 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
500-00-53700-620-000		POWER PURCHASED FOR PUMPING	79.28
	134 WTR TOWER	3712920000	
Total			3,203.94

3/22/2022 BUSINESS COMMUNICATION SOLUTIONS

TAX BILL MAILING 2021 REPRINT

100-00-51420-320-000		ADMIN - SUBSCR/PRINTING	125.21
		TAX BILL MAILING 2021 REPRINT	
Total			125.21

3/22/2022 CHARTER COMMUNICATIONS

8245116840002960

500-00-53700-681-200		TELEPHONE EXPENSE	54.99
	8245116840002960	03/12/2022	
600-00-53700-851-400		TELEPHONE EXPENSE	54.99
	8245116840002960	03/12/2022	
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	55.00
	8245116840002960	03/12/2022	
100-00-52100-310-000		POLICE - INTERNET	55.00
	8245116840002960	03/12/2022	
Total			219.98

3/22/2022 Core & Main

MXU METERS 510M S/POINT 2EA

500-00-53700-650-420		METER REPLACEMENTS- STOCK	293.23
	MXU METERS 510M S/POINT 2EA	Q462762	
Total			293.23

3/22/2022 DANE COUNTY TREASURER (LAND CONSERVATION)

EROSION CONTROL PERMIT # 2021-01

200-00-57620-800-000		BIKE TRAIL EXPENSES	24.30
	EROSION CONTROL PERMIT # 2021-01	CAM0222	
100-00-56700-210-000		PLANNING - CONSULTING FEES	145.86
	STORMWATER MGMT PERMIT2014-05 VINEYARDS	CAM0222	
Total			170.16

3/22/2022 DETROIT SALT COMPANY

ORDER SO22-09646

100-00-53311-391-000		PUBLIC WORKS - ROAD SALT	10,487.76
	TICKET 3520823 ORDER SO22-09646	S122-15163	

ALL Checks by Payee

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HOMETOWN BANK GENERAL OPERATING

Dated From: 3/22/2022 From Account:

Thru: 3/22/2022 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			10,487.76
3/22/2022 FRONTIER FRONTIER COMMUNICATIONS			
150-00-55110-221-000		LIB - TELEPHONE FRONTIER COMMUNICATIONS	355.62
	2/28/2022		
Total			355.62
3/22/2022 MSA PROFESSIONAL SERVICES VILLAGE - GEN ENG SVCS			
100-00-53100-215-000		ENGINEERING SERV VILLAGE - GEN ENG SVCS	1,017.50
	R09310004.0-4		
100-00-53100-215-000		ENGINEERING SERV VILLAGE - WESTGATE COMMERCIAL DR & CRS	978.00
	R09310014.0-4		
100-00-53100-215-000		ENGINEERING SERV VILLAGE - STH 134 & LAGOON RD	7,276.45
	R09310016.0-2		
100-00-53100-215-000		ENGINEERING SERV VILLAGE - SCOTT FARMS DR & CRS	1,000.00
	R09310017-0.1		
100-00-53100-215-000		ENGINEERING SERV 2022 ROAD RESURFACING PROJECT	460.00
	R09310019-0.1		
Total			10,731.95
3/22/2022 OVERHEAD DOOR COMPANY SVC AND ADJ GARAGE DOOR, REPLACE CABLES			
100-00-53311-530-000		PUBLIC WORKS - BLDG SUPPLY/EXP SVC AND ADJ GARAGE DOOR, REPLACE CABLES 29072	680.00
Total			680.00
3/22/2022 PHIL'S ELECTRIC DRAIN SERVICE WATER LATERAL NOT CONNECTED TO HOUSE			
500-00-53700-650-100		WATER MAIN BREAKS WATER LATERAL NOT CONNECTED TO HOUSE	570.00
	248730		
Total			570.00
3/22/2022 SOUTH CENTRAL LIBRARY SYSTEM VARIOUS INVOICES			
150-00-55110-343-000		LIB - ELEC ACQUISITION OVERDRIVE DIGITAL MAGAZINES	122.00
	22-014 REDO		
150-00-55110-343-000		LIB - ELEC ACQUISITION 2022 DIGITAL MEDIA	1,663.00
	22-063 REDO		

3/18/2022 11:18 AM

In Progress Checks - Full Report - ALL

Page: 4

ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 3/22/2022 From Account:

Thru: 3/22/2022 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
150-00-55110-343-000		LIB - ELEC ACQUISITION	115.00
		ADVANTAGE PROGRAM FOR BOOKS	
		22-145 REDO	
		Total	1,900.00
	3/22/2022	WORKHORSE SOFTWARE SERVICES	
		DIGITAL SIGNATURE	
100-00-51420-280-000		ADMIN - COMPUTER MAINT/REPAIR	30.00
		DIGITAL SIGNATURE	
		Total	30.00
		Grand Total	30,734.16

Dated From: 3/22/2022 From Account:
Thru: 3/22/2022 Thru Account:

	Amount
Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	24,277.09
Total Expenditure from Fund # 150 - LIBRARY FUND	2,255.62
Total Expenditure from Fund # 200 - CAPITAL PROJECTS FUND	24.30
Total Expenditure from Fund # 500 - WATER UTILITY	3,275.23
Total Expenditure from Fund # 600 - SEWER UTILITY	901.92
Total Expenditure from all Funds	30,734.16

March 15, 2022

TAX INCREMENT DISTRICT #6 CREATION:

Village of Cambridge, WI

Phase I - Feasibility Analysis



Prepared by:

Ehlers
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Parkway West, Suite 100
Waukesha, WI 53188

Advisor:

Brian Roemer
Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

Table of Contents

Section 1 - Background	2
Section 2 - Village Objectives	2
Section 3 - Statutory Requirements	2
Section 2.1 - Equalized Value	2
Section 2.2 - TID Type/Purpose	3
Section 2.3 - "But for" Test	3
Section 4 - Economic Feasibility Analysis	4
Section 4.1 - Development Assumptions	5
Section 4.2 - Increment Projections	6
Section 4.3 - Project Costs	7
Section 4.4 - Cash Flow Analysis	8
Section 5 - Alternatives	10
Section 5.1 - Financing Development Site Infrastructure	10
Section 5.2 - Additional Projects	10
Section 6 - Moving Forward	11



SECTION 1 – BACKGROUND

At the January 25, 2022 meeting the Village Board of the Village of Cambridge, WI engaged Ehlers to assist with the creation of Tax Increment District (“TID” or “District”) #6 (the “Project”). The first phase of this Project’s completion is to undertake a feasibility analysis to determine whether the Project is a statutorily and economically feasible option to achieve the municipality’s objectives.

SECTION 2 – VILLAGE OBJECTIVES

Ehlers consulted with various Village representatives to identify the objectives for the Project. In 2021, the Village had been contacted by a developer who wished to locate in the Village. The developer is currently looking to pay for several infrastructure needs to develop the site and the Village wishes to create a TID to help pay for eligible projects that will spur development. **APPENDIX A** depicts a map of the Development Site. The Village should provide any additional parcels to be included with the TID at creation.

SECTION 3 – STATUTORY REQUIREMENTS

Section 2.1 – Equalized Value

In accordance with Wis. Stat. § 66.1105(4)(gm)4.c. the equalized value of taxable property in the proposed TID, plus the incremental value of all existing TIDs within the Village must not exceed 12% of the total equalized value of taxable property within the Village. **TABLE 1** identifies the equalized value of the increment of existing tax incremental districts within the Village, plus the base value of the proposed District, totals \$4,109,500. This value is less than the maximum of \$24,078,132 in equalized value that is permitted for the Village at the time of the District’s creation.



Village of Cambridge, Wisconsin	
Tax Increment District #6	
Table 1: Valuation Test Compliance Calculation	
District Creation Date	9/20/2022
	Valuation Data Currently Available 2021
Total EV (TID In)	200,651,100
12% Test	24,078,132
Increment of Existing TIDs	
TID #4	3,880,300
TID #5	229,200
Total Existing Increment	4,109,500
Projected Base of New or Amended District	0
Less Value of Any Underlying TID Parcels	0
Total Value Subject to 12% Test	4,109,500
Compliance	PASS

Section 2.2 - TID Type/Purpose

Pursuant to Wis. Stat. §66.1105(4)(gm)4, for now the Village has identified 100% of the area (by acreage) in the proposed District is suitable for commercial sites within the meaning of Wis. Stat. §66.1101, the parcel(s) has been or will be zoned for business highway use, and the proposed development falls within the nature of commercial development. Therefore, it is recommended to create an Mixed Use District.

Section 2.3 - “But for” Test

As required by Wis. Stat. § 66.1105, and as documented in this report and the exhibits contained and referenced herein, that “but for” the creation of this District,



the development projected to occur as detailed in this report: 1) would not occur; or 2) would not occur in the manner, at the values, or within the timeframe desired by the Village. In reaching this determination, the Village has considered the substantial investment needed to provide the public infrastructure and incentives necessary to allow for development to occur within the District. Absent the use of tax incremental financing, the Village is unable to fully fund this program of infrastructure improvements. In addition, the economic benefits of the District, as measured by increased employment, business and personal income, and property value, are sufficient to compensate for the cost of the improvements.

SECTION 4 – ECONOMIC FEASIBILITY ANALYSIS

When determining the economic feasibility of the District Ehlers considered the following items:

- The development assumptions used with respect to timing of construction and projected values.
- Projections of tax increment revenue collections to include annual and cumulative present value calculations.
- As debt financing is anticipated, a summary of the sizing, structure and timing of proposed debt issues.
- A cash flow *pro forma* reflecting annual and cumulative district fund balances and projected year of closure.
- Identification of how the creation date may affect the district's valuation date, the base value, compliance with the equalized value test, and the ability to capture current year construction values and changes in economic value.
- When warranted, evaluate and compare options with respect to boundaries, type of district, project costs and development levels.

After collaborative efforts with Village representatives, we determined visibility of the maximum allowable project costs adjusting for the development incentives that provide the Village's best available incentive package while maintaining financial sustainability in the District.



Section 4.1 - Development Assumptions

Village of Cambridge, Wisconsin

Tax Increment District #6

Table 2: Development Assumptions

Construction Year		Lot 1	Lot 2	Annual Total	Construction Year	
1	2022	3,200,000	3,200,000	6,400,000	2022	1
2	2023		3,200,000	3,200,000	2023	2
3	2024		3,200,000	3,200,000	2024	3
4	2025		3,200,000	3,200,000	2025	4
5	2026		3,200,000	3,200,000	2026	5
6	2027			0	2027	6
7	2028			0	2028	7
8	2029			0	2029	8
9	2030			0	2030	9
10	2031			0	2031	10
11	2032			0	2032	11
12	2033			0	2033	12
13	2034			0	2034	13
14	2035			0	2035	14
15	2036			0	2036	15
16	2037			0	2037	16
17	2038			0	2038	17
18	2039			0	2039	18
19	2040			0	2040	19
20	2041			0	2041	20
Totals		<u>3,200,000</u>	<u>16,000,000</u>	<u>19,200,000</u>		

Notes:

1) Assumptions provided by the Developer and would be memorialized in a guaranteed value within the Developer's Agreement.

TABLE 2 identifies A total of \$19.2M of projected assessed value assumed based on conversations with the developer and similar developments.



Section 4.2 - Increment Projections

Based on the development assumptions creating \$19.2M of value, a base tax rate of \$19.86, and an assumed economic appreciation factor of 1.00% annually, this results in \$7.6M of projected tax increment collections as depicted in TABLE 3.

Village of Cambridge, Wisconsin

Tax Increment District #6

Table 3: Tax Increment Projection Worksheet

Type of District	Mixed Use		Base Value	0	Apply to Base Value
District Creation Date	September 27, 2022		Appreciation Factor	1.00%	
Valuation Date	Jan 1,	2022	Base Tax Rate	\$19.86	
Max Life (Years)	20		Rate Adjustment Factor		
Expenditure Period/Termination	15	9/27/2037	Tax Exempt Discount Rate	2.00%	
Revenue Periods/Final Year	20	2043	Taxable Discount Rate	3.50%	
Extension Eligibility/Years	Yes	3			
Eligible Recipient District	No				

Construction Year	Value Added	Valuation Year	Inflation Increment	Total Increment	Revenue Year	Tax Rate	Tax Increment	Tax Exempt NPV Calculation	Taxable NPV Calculation	
1	2022	6,400,000	2023	0	6,400,000	2024	\$19.86	127,132	119,800	114,666
2	2023	3,200,000	2024	64,000	9,664,000	2025	\$19.86	191,970	297,150	281,957
3	2024	3,200,000	2025	96,640	12,960,640	2026	\$19.86	257,456	530,336	498,728
4	2025	3,200,000	2026	129,606	16,290,246	2027	\$19.86	323,597	817,681	761,974
5	2026	3,200,000	2027	162,902	19,653,149	2028	\$19.86	390,399	1,157,547	1,068,824
6	2027	0	2028	196,531	19,849,680	2029	\$19.86	394,303	1,494,080	1,368,262
7	2028	0	2029	198,497	20,048,177	2030	\$19.86	398,246	1,827,315	1,660,468
8	2029	0	2030	200,482	20,248,659	2031	\$19.86	402,228	2,157,282	1,945,615
9	2030	0	2031	202,487	20,451,146	2032	\$19.86	406,251	2,484,014	2,223,875
10	2031	0	2032	204,511	20,655,657	2033	\$19.86	410,313	2,807,544	2,495,413
11	2032	0	2033	206,557	20,862,214	2034	\$19.86	414,416	3,127,901	2,760,393
12	2033	0	2034	208,622	21,070,836	2035	\$19.86	418,560	3,445,117	3,018,972
13	2034	0	2035	210,708	21,281,544	2036	\$19.86	422,746	3,759,224	3,271,305
14	2035	0	2036	212,815	21,494,359	2037	\$19.86	426,974	4,070,251	3,517,543
15	2036	0	2037	214,944	21,709,303	2038	\$19.86	431,243	4,378,229	3,757,833
16	2037	0	2038	217,093	21,926,396	2039	\$19.86	435,556	4,683,187	3,992,320
17	2038	0	2039	219,264	22,145,660	2040	\$19.86	439,911	4,985,156	4,221,142
18	2039	0	2040	221,457	22,367,117	2041	\$19.86	444,310	5,284,164	4,444,437
19	2040	0	2041	223,671	22,590,788	2042	\$19.86	448,753	5,580,241	4,662,339
20	2041	0	2042	225,908	22,816,696	2043	\$19.86	453,241	5,873,415	4,874,977
Totals	19,200,000		3,616,696		Future Value of Increment		7,637,607			

Notes:

- Actual results will vary depending on development, inflation of overall tax rates.
- NPV calculations represent estimated amount of funds that could be borrowed (including project cost, capitalized interest and issuance costs).



Section 4.3 – Project Costs

Project Costs are any expenditure made, estimated to be made, or monetary obligations incurred or estimated to be incurred as outlined in this Plan. Project Costs will be diminished by any income, special assessments or other revenues, including user fees or charges, other than tax increments, received or reasonably expected to be received in connection with the implementation of the Plan. If Project Costs incurred benefit territory outside the District, a proportionate share of the cost is not a Project Cost. Costs identified in this Plan are preliminary estimates made prior to design considerations and are subject to change after planning, design and construction is completed. TABLE 4 depicts the list of tax incremental financing eligible Project Costs that the Village expects to make, or may need to make, in conjunction with the implementation of the District’s Plan.

Village of Cambridge, Wisconsin

Tax Increment District #6

Table 4: Estimated Project List

Project		Phase I	Phase II	Total ¹
ID	Description	2022	2024	
1	Development Incentives (MRO)	1,100,000		1,100,000
2	Well #2 & #3 Treatment		400,000	400,000
3				0
4				0
5				0
Total		1,100,000	400,000	1,500,000

Notes:

- 1) Project costs are estimates and are subject to modification.
- 2) Development incentives (MRO) are designed to repay developer for infrastructure costs to develop the 2 parcels proposed such as a metered intersection, sidewalk, and utilities. In addition, the developer would pay for administrative costs so the Village would not need to rely on other governmental funds until increment is received.



Section 4.4 – Cash Flow Analysis

This feasibility analysis is meant to isolate the Village’s ability to provide developer’s incentives through a pay-as-you-go (“PAYGO”) program. Meaning as the Village collects the tax increments, they provide back a portion of the increment over time. **TABLE 5** depicts the feasibility of this approach where the development site infrastructure costs are funded by the Developer and repaid on a PAYGO basis.

[Intentionally left blank. Table 5 is depicted on the next page.]



Village of Cambridge, Wisconsin

Tax Increment District #6

Table 5: Cash Flow Projection

Year	Projected Revenues			Expenditures						Balances						
	Tax Increments	Total Revenues	MRO 1,100,000	Dated Date: Prin (10/1)	Dev. Agrmt. Date Est. Rate	Interest	2024 GO Bonds (TID #6 Portion) 400,000	Dated Date: Prin (4/1)	Est. Rate	Interest	Admin.	Total Expenditures	Annual	Cumulative	Principal Outstanding	Year
2022		0										0	0	0	1,100,000	2022
2023		0										0	0	0	1,100,000	2023
2024	127,132	127,132	55,000	55,000	6.00%	66,000					3,500	124,500	2,632	2,632	1,445,000	2024
2025	191,970	191,970	105,000	105,000	6.00%	62,700		0	3.50%	18,667	3,500	189,867	2,103	4,736	1,340,000	2025
2026	257,456	257,456	185,000	185,000	6.00%	56,400		0	3.50%	14,000	3,500	258,900	(1,444)	3,292	1,155,000	2026
2027	323,597	323,597	260,000	260,000	6.00%	45,300		0	3.50%	14,000	3,500	322,800	797	4,088	895,000	2027
2028	390,399	390,399	340,000	340,000	6.00%	29,700		0	3.50%	14,000	3,500	387,200	3,199	7,287	555,000	2028
2029	394,303	394,303	155,000	155,000	6.00%	9,300		200,000	3.50%	10,500	3,500	378,300	16,003	23,290	200,000	2029
2030	398,246	398,246	0	0	6.00%	0		200,000	3.50%	3,500	3,500	207,000	191,246	214,536	0	2030
2031	402,228	402,228	0	0	6.00%	0		0	3.50%	0	3,500	3,500	398,728	613,265	0	2031
2032	406,251	406,251									3,500	3,500	402,751	1,016,015	0	2032
2033	410,313	410,313									3,500	3,500	406,813	1,422,828	0	2033
2034	414,416	414,416									3,500	3,500	410,916	1,833,745	0	2034
2035	418,560	418,560									3,500	3,500	415,060	2,248,805	0	2035
2036	422,746	422,746									3,500	3,500	419,246	2,668,051	0	2036
2037	426,974	426,974									3,500	3,500	423,474	3,091,525	0	2037
2038	431,243	431,243									3,500	3,500	427,743	3,519,268	0	2038
2039	435,556	435,556									3,500	3,500	432,056	3,951,324	0	2039
2040	439,911	439,911									3,500	3,500	436,411	4,387,735	0	2040
2041	444,310	444,310									3,500	3,500	440,810	4,828,546	0	2041
2042	448,753	448,753									3,500	3,500	445,253	5,273,799	0	2042
2043	453,241	453,241									3,500	3,500	449,741	5,723,540	0	2043
Total	7,637,607	7,637,607	1,100,000	1,100,000		269,400		400,000		74,667	70,000	1,914,067				Total

Notes:

1) Additional projects can be added but feasibility should depend on the Village's ability to finance the projects (i.e. outstanding GO Debt Capacity) and available future increment to repay debt service.

Legend:

Projected TID Closure



SECTION 5 – ALTERNATIVES

Section 5.1 – Financing Development Site Infrastructure

The Village could also finance the development site infrastructure costs. Under this approach the Village could issue General Obligation Bonds or Tax Increment Revenue Bonds. Due to the amount of infrastructure necessary to incur development, the Village would need finance the projects with debt. Based on the combination of upcoming Village projects outside of the TID (i.e. Village's portion of Fire District financing and others) and the TID #6 project estimates the Village would not be able to fund the projects with General Obligation debt due to statutory limits. Meanwhile issuing on a PAYGO basis shifts risks of insufficient revenue to repay debt from Municipality to Developer while allowing use of TIF to incentivize project.

Section 5.2 – Additional Projects

The Village may consider additional projects to be TID eligible and it is recommended to add these projects (even if they are only estimates at this time) to the project plan to reduce the need to amend the district. If the Village, through its engineer find additional projects to add to the District, Ehlers can add to the project plan and structure the repayment around the proposed PAYGO so that the developer keeps the same return to complete their project and the Village can get more projects done. Based on **TABLE 6**, the TID could support projects paid for in 2026 and first structured payments in 2029 of approximately 4.5M to 5.1M depending on taxability and future interest rates. These calculations were assumed at 2.5% tax-exempt rate and 4.0% taxable rate.



TID #6 2022 Creation

Appendix A —District Map

Village of Cambridge, WI



TID #6 2022 Creation

Appendix B — Timetable

Village of Cambridge, WI

VILLAGE OF CAMBRIDGE, WI
MIXED USE TAX INCREMENTAL DISTRICT NO. 6 CREATION
Proposed Timetable - 3/14/22

ACTION DATE	STEP
August	Village will provide Ehlers with a list of the parcel tax key #'s within the District, pertinent parcel information, the maps, list of projects and costs, etc.
	Ehlers will prepare & provide the Village with a feasibility analysis report, options, and/or draft project plan document
	Plan Commission makes a motion to call for a public hearing (optional)
August 19	Ehlers' will e-mail a Notice to Official Village Newspaper of organizational JRB meeting & public hearing. (cc: Village)
	Ehlers will mail notification letters, along with required enclosures, to overlapping taxing jurisdictions of JRB organizational meeting & public hearing, as well as the agenda - to be posted by the Village. (cc: Village & attorney) <i>(Letters must be postmarked prior to first publication).</i>
August	Ehlers will provide Village, overlapping taxing entities, and/or Village Attorney with [revised] draft Project Plan document, if not yet provided and/or necessary, as well as agenda language (Village to post) & resolution (Village to distribute) for first meetings, and will also request legal opinion of the plan.
August 25	First Publication of Public Hearing & JRB Meeting Notice <i>(Week prior to second notice & at least 5 days prior to JRB meeting)</i>
September 1	Second Publication of Public Hearing & JRB Meeting Notice. <i>(At least 7 days prior to public hearing)</i>
September 12	Joint Review Board meets to review plan, appoint chairperson and public member and set next meeting date. <i>(Prior to public hearing & within 14 days of the public hearing notice publication)</i>
	Plan Commission Public Hearing on Project Plan and approval of TID boundary. <i>(Within 14 days of second publication)</i>
	Plan Commission reviews plan & approval of District Project Plan and boundaries.
September	Ehlers will provide Village & Village Attorney with revised draft Project Plan, if necessary, as well as agenda language (Village to post) & resolution (Village to distribute) for Village Board meeting. Also request legal opinion from Village Attorney approving the Project Plan (to be inserted into the plan prior to the Village Board meeting).
September 27	Village Board reviews Plan & adopts resolution approving District Project Plan and boundaries. <i>(at least 14 days after hearing)</i>
TBD	Ehlers' will e-mail a Class 1 Notice to Official Village Newspaper of JRB meeting. (cc: Village)
	Ehlers will mail notices & required attachments to JRB of the final meeting, along with the Agenda (Village to post). (cc: Village & Attorney) <i>(Letters/documents are not required to be sent prior to the meeting).</i>
TBD	Publication of JRB Meeting Notice <i>(At least 5 days prior to meeting)</i>
TBD	Joint Review Board meets to consider approval <i>(Within 45 days of notification of meeting / receipt of Plan Commission & Village Board resolutions)</i>
October	Ehlers will notify the DOR within 60 days of approval that the TID creation took place. Ehlers will then gather prepare, and submit state forms & required documents to the state, once the 2022 assessed parcel values available (following the BOR) & we receive all remaining maps, legal descriptions, parcel information, documents, etc. from the Village. DOR filing deadline October 31.

Plan Commission meets: As Needed; usually the 2nd Monday

Village Board meets: 2nd & 4th Tuesday's @ 6:30 p.m. @ Amundson Center, 200 Spring Street, Village Community Room
Official Village Newspaper is: Cambridge News & publishes Th, with a deadline of Fr. prior via classifieds@hngnews.com

Christin Brynwood

From: Eric Wittwer <ekwittwer@hotmail.com>
Sent: Wednesday, March 16, 2022 3:32 PM
To: Christin Brynwood
Subject: Fwd: Community Planting Event: Legal Form and Date Confirmation

Get [Outlook for iOS](#)

From: Cambridge Tree Project <info@cambridgetreeproject.org>
Sent: Wednesday, March 16, 2022 1:00:40 PM
To: 'Jane Landretti' <jlandretti@staffordlaw.com>
Cc: Adam Alves <alves.adam@co.dane.wi.us>; Carla Galler <CGaller@ci.cambridge.wi.us>; Eric Wittwer <ekwittwer@hotmail.com>; Tod Lord WORK <tlord@ci.cambridge.wi.us>; mmcally@ci.cambridge.wi.us <mmcally@ci.cambridge.wi.us>; 'Lisa Moen' <LMoen@ci.cambridge.wi.us>
Subject: Community Planting Event: Legal Form and Date Confirmation

Jane, Adam Alves confirmed that the county's risk management office has approved your idea to just add the Village of Cambridge to the form Adam had shared previously.

Mark, Carla, Eric: The Dane County tree canopy working group met this morning and would like to propose that Saturday, April 9 be the target date for our planting event. I would like to confirm that date with you quickly so we can start to promote the event.

Thanks,

-Jay

Jay Weiss

Cambridge Tree Project
302 North St
Cambridge, WI 53523

608-513-1977

From: Jane Landretti <jlandretti@staffordlaw.com>
Sent: Monday, March 14, 2022 2:08 PM
To: 'Cambridge Tree Project' <info@cambridgetreeproject.org>
Cc: 'Lisa Moen' <LMoen@ci.cambridge.wi.us>
Subject: RE: [External] - FW: Community Planting Event

Hi Jay,

These forms currently protect Dane County and the state. If they would open to having us add the Village of Cambridge to the list of entities the participants will hold harmless, that would be the simplest, and these will work fine.

If they don't want us to piggyback on their forms, we could create our own for the participants to sign, and they would look very similar to these. Either way is fine, just so the participants sign something that specifically mentions the Village of Cambridge. There is always still some risk of liability with volunteers, but these forms are definitely still advisable.

Best,
Jane

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From: Cambridge Tree Project <info@cambridgetreeproject.org>
Sent: Monday, March 14, 2022 1:21 PM
To: Jane Landretti <jlandretti@staffordlaw.com>
Cc: 'Lisa Moen' <LMoen@ci.cambridge.wi.us>
Subject: [External] - FW: Community Planting Event

Jane, the tree planting working group is meeting Wednesday morning and I just wanted to be sure that it's okay to move forward using the attached agreement(s).

Thank you,

Jay

Jay Weiss

Cambridge Tree Project
302 North St
Cambridge, WI 53523

608-513-1977

From: Alves, Adam <Alves.Adam@countyofdane.com>
Sent: Thursday, March 10, 2022 3:29 PM
To: 'Cambridge Tree Project' <info@cambridgetreeproject.org>; Askay, Melanie <Askay.Melanie@countyofdane.com>
Cc: 'Jane Landretti' <jlandretti@staffordlaw.com>; Carla Galler <CGaller@ci.cambridge.wi.us>; Eric Wittwer <ekwittwer@hotmail.com>; 'Lisa Moen' <LMoen@ci.cambridge.wi.us>
Subject: RE: Community Planting Event

I've included two waivers we can include Cambridge in the language specifically, one we use for volunteers and participants in our climbing programs the other is our generic group sign in form.

Adam

From: Cambridge Tree Project <info@cambridgetreeproject.org>
Sent: Wednesday, March 9, 2022 1:58 PM
To: Askay, Melanie <Askay.Melanie@countyofdane.com>
Cc: Alves, Adam <Alves.Adam@countyofdane.com>; 'Jane Landretti' <jlandretti@staffordlaw.com>; Carla Galler

<CGaller@ci.cambridge.wi.us>; Eric Wittwer <ekwittwer@hotmail.com>; 'Lisa Moen' <LMOen@ci.cambridge.wi.us>

Subject: Community Planting Event

CAUTION: External Email - Beware of unknown links and attachments. Contact Helpdesk at 266-4440 if unsure

Hi Mel, good news: the Cambridge Village Board met last night and discussed the opportunity to work with Dane County for a community planting event in April.

The board was supportive and asked me to reach out to you to begin the process of establishing a legal framework that could be applied to the project. Do you know, does the county have a standard waiver or hold harmless agreement that could be used for this purpose?

Just wanted to be sure we started the process now so we have enough lead time given how soon April will be here.

Thanks,
Jay

Jay Weiss

Cambridge Tree Project
302 North St
Cambridge, WI 53523

608-513-1977

From: Askay, Melanie <Askay.Melanie@countyofdane.com>

Sent: Monday, February 21, 2022 1:47 PM

To: Jeremy Kane <jeremy@urbantreealliance.org>; meddy@cityofmadison.com; jay@cambridgetreeproject.org; mattn@capitalarearpc.org

Subject: Cambridge Tree Project meeting

Hi Jay, Marla, Matt & Jeremy,

I'm looking at the doodle and there aren't any times that all four of us can meet to talk. I'm sorry! Here is the [updated poll](#) with more times. Scheduling is the worst!

-Mel

Melanie Askay | Climate Specialist

Dane County Office of Energy & Climate Change

Askay.Melanie@countyofdane.com | 608.283.1476

Due to COVID, working from home – cell: 414.213.4596

she/her/hers

Visit our website – www.DaneClimateAction.org



Dane County Parks Volunteer - Registration & Release

Project Name: Tree Planting Various Locations Cambridge – on Saturday April 9th, 2022

Timeframe: 8am-1pm

I am participating on a voluntary basis and shall indemnify and hold harmless the County of Dane, State of WI and its officers, agents, partners, and employees from and against all claims, demands, loss or liability of any kind or nature for any possible injury incurred during participating in this public event. I grant permission for my photo to be used in any promotional materials produced by Dane County Parks and/or its partners.

Name (print)

Signature

Address

Phone

E-Mail

Thank you for enjoying your Parks! ~

Project Leader: Please return to: Rhea Stangel-Maier, 4318 Robertson Road, Madison, WI 53714 (608) 316-3703

Release Of Liability, Assumption of Risk, Waiver of Claims, Indemnification And Binding Arbitration Agreement

Notice- By signing this document you may be waiving certain legal rights, including the right to sue.

Release and Waiver of Claims: Assumption of the Risk; Indemnification Agreement

In consideration of being allowed to use the facilities and participate in Tree planting and other activities provided by **Dane County** (the "Host"), the Participant, and the participant's legal guardian(s) if the participant is a minor, do hereby agree, to the fullest extent permitted by law, as follows:

- 1) **To Waive All Claims** that they have or may have against the host arising out of the participation in the Activities or the use of any equipment provided by the Host (Equipment), including while receiving instruction and/or training;
- 2) **To Assume All Risks** of participating in the Activities and using the Equipment, even those caused by negligent acts or conduct of the Host, its , affiliates, operators, employees, agents, officers and/or entity which the Host owes a contractual indemnification obligation. The participant and their legal guardian(s) understand that there are inherent risks of participating in the Activities and using the Equipment, which may be both foreseen and unforeseen and include serious physical injury and death;
- 3) **To Release** the Host, its affiliates, operators, employees, agents, officers, and/or any entity to which the Host owes a contractual indemnification obligation from all liability for any loss, damage, injury, death or expense that the Participant (or next of kin) may suffer, arising out of their participation in the activities and/or use of the Equipment, including while receiving instruction and/or training. The Participant and their Legal guardian(s) specifically understand that they are releasing any and all claims that arise or may arise from any negligent acts or conduct of the Host, its affiliates, operators, employees, agents, officers and/or any entity to which the Host owes a contractual indemnification obligation, to the fullest extent permitted by law. However, nothing in this Agreement shall be construed as a release for conduct that is found to constitute gross negligence or intentional conduct:
- 4) **To Indemnify** the Host, its owners, affiliates, operators, employees, agents, officers, and/or any entity to which the Host owes a contractual indemnification obligation from all liability for any loss, damage, injury, death or expense that the Participant (or next of kin) may suffer, arising out of their participation in the activities and/or use of the Equipment, including while receiving instruction and/or training.

Photography/Video Release

Participant hereby grants to the Host, its representatives, and employees the right to take photographs/videos of Participant in connection with Participant's participation in the Activities. Participant hereby authorizes the Host to copyright, use, and publish the same in print and/or electronically. Participant hereby agrees that the Host may use such photographs of Participant for any lawful purpose, including but not limited to publicity, illustration, advertising and Web content.

Personal Responsibility

The Participant and their legal guardian(s) certify that Participant has no physical or mental condition that precludes them from participating in the Activities and that they are not participating against medical advice.

The Participant and their legal guardian(s) understand that Participant's participation in the Activities is voluntary and further understand that they have the opportunity to inspect the Host's Equipment and facilities before any participation

The participant and their legal guardian(s) understand that Participant is obligated to follow the rules of the Activities and the they can minimize their risk of doing so through the exercise of *common sense* and by being aware of their surroundings.

If while participating in the Activities, the Participant or their legal guardian(s) observe any unusual hazard or condition, which they believe jeopardizes Participant's personal safety or that of others, Participant and/or their legal guardian(s) will remove Participant from participation in the Activities and immediately bring said hazard or condition to the attention of the Host.

To the extent that any portion of this Agreement is deemed invalid under the law of applicable jurisdiction, the remaining portions of the Agreement shall remain binding and available for use by the Host and its counsel in any proceeding.

I HAVE READ AND UNDERSTAND THIS AGREEMENT AND I AM AWARE THAT BY SIGNING THIS AGREEMENT I MAY BE WAIVING CERTAIN LEGAL RIGHTS

Participant's Name (s) (Printed): _____

Participant's Signature: _____ Date: _____

Parent/Guardian's Name: _____

Parent/Guardian's Signature: _____ Date: _____

To Village President McNally
Village of Cambridge Trustees

From Jane Landretti

Date March 18, 2022

Re Update on Bike Path Easements

President McNally asked me to provide an update on the status of bike path easement negotiations between the Village, the Winery, and the Dancing Goat.

Background

You will recall that a bike path was constructed within the Winery and the Dancing Goat properties in a different location than the existing bike path easement. The Village Board had authorized me to propose a solution that would allow the Village to complete the path and to enjoy assurance of continued use of the full new corridor. To that end, I proposed to the Winery and the Dancing Goat that the parties grant the Village an easement reflecting the existing bike path in exchange for the Village releasing the easement from the less desirable unused location.

Current status

The Winery generally agrees with the proposed transaction to trade the easement locations. It has requested to partner the bike path agreement with the filing of a new Certified Survey Map that would reflect this and other changes that amount to encumbrances on the Winery and the Dancing Goat. Frank Peregrine has proposed a Certified Survey Map that was drafted in 2018 but never filed. Mr. Peregrine has offered, at Winery expense, to have his surveyor reperform the survey or update the notes with any additional items that should be reflected in the CSM before filing.

The Dancing Goat has rejected the Village's offer to replace the existing bike path easement with the old bike path easement. The Dancing Goat has indicated that any agreement on the bike path easement would need to attach other conditions related to (1) the Village water maintenance plan and (2) a new Certified Survey Map.

The Dancing Goat's water maintenance plan request includes two parts. First, it wants the Village to agree to follow a detailed water maintenance plan log that would provide precise and daily documentation of Village personnel performance of their duties regarding water maintenance.

Second, the Dancing Goat wants the Village make a formal pronouncement indicating the Village has historically failed to perform its water maintenance duties.

The Dancing Goat's request related to the Certified Survey map is that it be updated after completion of all the work, such as the bike path and drainage work. Dancing Goat acknowledges that the CSM is not a Village function, but asks for a documented commitment from the Village in ensuring that an updated CSM is completed and filed in timely manner, and that the Village will document its support for the CSM and willingness to complete the associated administrative tasks.

Recommendation

My recommendation continues to be that the Village maintain appropriate separation between the bike path easement and its unrelated policy decisions. The Village is already implementing certain protocols related to a water maintenance plan. I recommend the Village continue to use its best judgment and DNR standards to drive those protocols, rather than deciding those protocols based on bike path negotiations.

The Village has some options regarding the CSM that are within its policy discretion. For example, it could commit to performing certain administrative functions in support of a new CSM. But the Village should also be mindful that its ordinances place many of the CSM duties on outside parties, rather than on the Village. The Village should avoid yielding resolution of the bike path easement to future actions of others that are outside of its control.

Ultimately, given Dancing Goat's current position on the water maintenance plan issues, any promises the Village makes to resolve the CSM issues will not get us to the finish line on the bike path easement at this time. So there is little apparent benefit to the Village in making such promises at this point. Moreover, those assurances at this point would present a "cart before the horse" problem. That is because it is a challenge to finalize a Certified Survey Map that reflects the finished bike path and grading work before we have established the easements necessary to complete the bike path project.

In the future, there may be some options for the Village to consider that would help the parties find common ground regarding the Certified Survey Maps. But at this time, my recommendation to the Village is that it continue to use DNR standards and its best judgment to make policy decisions regarding the water maintenance plan. We will continue to be transparent about those decisions and will work to develop cooperative relationships for the good of the community. But the Village should use its own judgment to make policy decisions that are unrelated to the bike path.

In short, I recommend the Village take no further action regarding the bike path at this time.

To Village of Cambridge Planning Commission

From Jane Landretti

Date March 11, 2022

Re Overview of issues surrounding subdivision grading enforcement

The Village Board voted on February 22 to ask the Plan Commission to consider options to enforce subdivision grading requirements. The Village has discretion over how it allocates its resources. If it chooses to create a formalized procedure to enforce subdivision grading requirements, it may do so. The purpose of this memo is to provide a high level overview of the existing authority, and some options and considerations for its enforcement.

Existing authority

The primary source of subdivision grading authority comes from § 16.24.070, VCO as follows:

The subdivider shall grade each land division in order to establish street, block and lot grades in proper relation to each other and to topography as follows:

A. Master Site-Grading Plan.

1. A master site-grading plan shall be prepared by the subdivider for all new subdivisions. This plan shall be prepared in accordance with the requirements and standards of the village.
2. The master site-grading plan shall show existing and proposed elevations of all lot corners, control points and building locations. The plan shall also indicate all overland storm drainage in and adjacent to the subdivision. The cost of the preparation of such a plan shall be paid for by the subdivider.

3. After approval or modification of these plans by the village engineer, the full width of the right-of-way of the proposed streets within the subdivision and the entire subdivision lot area shall be graded in accordance with the master site-grade plan. The owners of the subdivision lots shall adhere to those plans.

4. Upon completion of all street and subdivision grading, the grades shall be checked and certified by the village engineer to determine that the completed grading work is in accordance with the master site-grading plan.

5. The cost of all required grading work, supervision, certification, inspection and engineering fees shall be paid for by the subdivider.

B. Right-of-Way Grading. The subdivider shall grade the full width of the right-of-way of all proposed streets in accordance with the approved plans, including the grading of site triangles at each intersection.

C. Block Grading. Block grading shall be completed by one or more of the following methods:

1. Regrading along the side or rear lot lines which provides for drainage to the public drainage facilities, provided any ditches or swales are in public drainage easements, provided that a deed restriction is adopted which prohibits alteration of the grades within five feet of any property line from the grades shown on the master site grading plan.

2. Parts of all lots may be graded to provide for drainage to a ditch or to a swale.

D. Miscellaneous Grading Requirements.

1. Lot grading shall be completed so that water drains away from each building site toward public drainage facilities at a grade approved by the village engineer and provisions shall be made to prevent drainage onto properties adjacent to the land division unless to a public drainage facility.

2. Grading activities shall not result in slopes greater than three to one on public lands or lands subject to public access.

3. The topsoil stripped for grading shall not be removed from the site unless identified in the erosion control plan approved by the village engineer as not being necessary for erosion control or site landscaping purposes. Topsoil shall be uniformly returned to the lots when rough grading is finished. Topsoil piles shall be leveled and seeded for erosion control prior to the village releasing the one-

year guarantee provision on public improvements in the streets adjacent to the lots on which the topsoil is stockpiled.

4. Such grading shall not result in detriment to any existing developed lands, either within or outside of the corporate limits.

E. Drainage Flows. The subdivider shall cause to be set upon the master grading plan arrows indicating the directions of drainage flows for each property line not fronting on a street on all parcels and along each street as will result from the grading of the site, the construction of the required public improvements or which are existing drainage flows and will remain. The arrows indicating the directions of flows shall be appropriately weighted so as to differentiate between the minor and major (one hundred (100) year event) drainage components. The arrows shall be accompanied on the master grading plan with the following note:

Arrows indicate the direction of drainage flows in various components resulting from site grading and the construction of required public improvements. The drainage flow components located in easements shall be maintained and preserved by the property owner unless approved by the Village Engineer.

Current implementation

There may be practical reasons the Village would opt to play a limited role in implementing or enforcing subdivision grading standards. As a practical matter, smaller communities often take a different procedural approach than larger communities. It is permissible for the Village to consider its resources and exercise enforcement discretion. But if the Village would like to consider expanding its toolkit to implement and enforce subdivision grading requirements, it has existing authority to do so under § 16.32.030, VCO. That provides as follows:

A. General. The subdivider shall pay the village all fees as hereinafter required and at the times specified before being entitled to recording of a plat or certified survey map. At the time of submission of a plat or certified survey, the plan commission, at its sole discretion, may require the subdivider to make a good faith deposit with the village administrator/clerk/treasurer to cover, in all or part, the expenses anticipated to be incurred by the village because of the land division. Unused portions of such fund may be refunded to the subdivider.

B. Engineering Fee. The subdivider shall pay a fee equal to the actual cost to the village for all engineering work incurred by the village in connection with the plat or certified survey map, including inspections required by the village pursuant to Section 16.20.030(D). The subdivider shall pay a fee equal to the actual cost to the village for such engineering work and inspection as the village board and/or

village engineer deems necessary to assure that the construction of the required improvements is in compliance with the plans, specifications and ordinances of the village or any other governmental authority. Engineering work shall include the preparation of construction plans, standard specifications and administration of the engineering work.

C. Administrative Fee. The subdivider shall pay a fee to the village equal to the cost of any legal, administrative or fiscal work which may be undertaken by the village in connection with the plat or certified survey map.

D. Concept Plan. There shall be no fee for the village's review of a concept or sketch plan of a proposed land division. However, such reviews shall be conducted only as staff time permits.

E. Preliminary Plat.

1. A subdivider who submits a preliminary plat for the village plan commission and the village board shall file the preliminary plat with the village administrator/clerk/treasurer and shall deposit with the village administrator/clerk/treasurer a fee to cover the costs of reviewing the application. The fee for a preliminary plat shall be an amount adopted by the village board as a resolution. If the plat is rejected, no part of the fee shall be returned to the petitioner.

2. A reapplication fee in an amount adopted by the village board as a resolution shall be paid to the village administrator/clerk/treasurer at the time of reapplication for approval or amendment of any preliminary plat which has previously been reviewed.

F. Final Plat Review Fee.

1. The subdivider shall pay a fee in an amount adopted by the village board as a resolution per lot within the final plat to the village administrator/clerk/treasurer at the time of first application for final plat approval of the plat to assist in defraying the cost of review.

2. A reapplication fee in an amount adopted by the village board as a resolution shall be paid to the village administrator/clerk/treasurer at the time of a reapplication for approval or amendment of any final plat which has previously been reviewed.

G. Certified Survey.

1. The subdivider shall pay an application fee in an amount adopted by the village board as a resolution for each certified survey.

2. Should the subdivider submit an amended or revised certified survey, the resubmittal fee shall be an amount adopted by the village board as a resolution for each amended or revised certified survey.

H. Objecting Agency Review Fees. The subdivider shall transmit all fees required for state agency review to the village administrator/clerk/treasurer at the time of application. The review fees shall be retransmitted to the proper state review agency by the village administrator/clerk/treasurer. The fees shall be applicable, where appropriate, to review fees required by the Wisconsin Department of Development, Wisconsin Department of Transportation, Wisconsin Department of Industry, Labor and Human Relations and the Wisconsin Department of Natural Resources.

I. Public Site Fee. If the subdivision does not contain lands to be dedicated as required in this chapter, the village administrator/clerk/treasurer shall require a fee for the acquisition and development of public sites to serve the future inhabitants of the proposed subdivision.

J. Assessments. All outstanding assessments due to the village shall be due prior to the signing of the final plat or certified survey by the village.

K. Cost Determination. The subdivider of land divisions within the village shall reimburse the village for its actual cost of design, inspection, testing, construction and associated legal and real estate fees incurred in connection with the preliminary plat, final plat, replat or certified survey. The village's costs shall be determined as follows:

1. The cost of village employees' time engaged in any way with the land division based on the hourly rate paid to the employee multiplied by a factor determined by the village administrator/clerk/treasurer to represent the village's cost for expenses, benefits, insurance, sick leave, holidays, vacation and similar benefits;

2. The cost of village equipment employed;

3. The cost of mileage reimbursed to village employees which is attributed to the land division;

4. The actual costs of village materials incorporated into the work, including transportation costs plus a restocking and/or handling fee not to exceed ten percent of the cost of the materials;

5. All consultant fees, including but not limited to legal and engineering fees, at the invoiced amount plus administrative costs. Unless the amount totals less than fifty dollars (\$50.00), the village shall bill the subdivider monthly for expenses incurred by the village. Statements outstanding for more than thirty (30) days shall accrue interest at the rate of one and one-half percent per month. Bills outstanding for more than ninety (90) days shall be forwarded to the subdivider's surety agency for payment. Amounts less than fifty dollars (\$50.00) shall be held for billing by the village until amounts total more than fifty dollars (\$50.00) or until the conclusion of project activities.

Procedural options

The Village already has legal authority over a subdivision master site grading plan. Under § 16.32.030C, VCO, the village engineer, director of public works or building inspector may take certain enforcement actions. To exercise enforcement, Village staff would first need to make a finding that a violation occurred. As a practical matter, we would likely only reach that point with a procedure whereby the subdivider submits and Village staff reviews the master site grading.

The Village also has existing legal authority to recover costs for engineering and other administrative costs it incurs by conducting a grading review. The Village should consider who will incur the burden for additional reviews, and what will be the trigger for those reviews to take place. If the Village chooses to take on a more active role, it may want to implement a process to ensure that the associated costs fall on the subdivider.

One scenario would be that the builder provide a survey of the lot after construction, but before the occupancy permit may be issued. If it opts for that approach, the Village may want to consider an alternative trigger to deal with the scenario where the building meets the standards for occupancy, but grading has not yet been completed. For example, would the Village want withhold an occupancy permit under that scenario, or would it want an alternative trigger to review the grading. Another variation to consider is the scenario where occupancy was otherwise authorized, but it happened to be winter time when grading could not be completed.

Limitations

One limitation on existing implementation authority is important to note. When an engineer reviews the grading under this section, that review applies the grade in place at the particular time of inspection. No ordinance of the Village of Cambridge asserts regulatory jurisdiction over a homeowner for ongoing grading requirements generally. Grading standards that apply in certain areas such as the right of way will remain. But subdivision site grading enforcement would not provide an ongoing enforcement mechanism. It is approved by passing a test at a particular point in time.

One common misconception is also worth noting. A subdivider's compliance with master site grading does not necessarily indicate compliance with storm water and erosion control requirements. The standards of each are distinct. As such, when the County reviews stormwater and erosion control performance standards on behalf of the Village, that is not designed to accomplish a review master site grading standards. If a more detailed subdivision grading review will take place, that duty should not fall on the County stormwater coordinator.

Conclusion

Ultimately the Village has discretion over how it spends its resources. If it wishes to do so, Village has existing authority to implement a more robust process going forward for review of subdivision grading. If it does so, my advice is to exercise its authority to ensure the subdivider pays for the costs the Village will incur in this review, including engineering, legal and administrative costs. The Village should also consider at what point in the construction process the subdivision grading review will be triggered. And finally, the Village will want to consider limitations on what a subdivision grading review under existing authority can do; namely, it is a review of the grading at a particular point in time. It does not establish new ongoing grading requirements that apply to a homeowner down the road.

16.24.060

16.24.060 Nonresidential subdivisions.

A. General.

1. If a proposed subdivision includes land that is zoned for commercial or industrial purposes, the layout of the subdivision with respect to such land shall make such provisions as the village may require.

2. A nonresidential subdivision shall also be subject to all the requirements of site plan approval set forth in the village building code. A nonresidential subdivision shall be subject to all the requirements of this chapter, as well as such additional standards required by the village and shall conform to the proposed land use standards established by any village comprehensive plan or official map and the village zoning code.

B. Standards. In addition to the principles and standards in this chapter, which are appropriate to the planning of all subdivisions, the applicant shall demonstrate to the satisfaction of the village board that the street, parcel and block pattern proposed is specifically adapted to the uses anticipated and takes into account other uses in the vicinity. The following principles and standards shall be observed:

1. Proposed industrial parcels shall be suitable in area and dimensions to the types of industrial development anticipated;

2. Street rights-of-way and pavement shall be adequate to accommodate the type and volume of traffic anticipated to be generated thereupon;

3. Special requirements may be imposed by the village board, upon the recommendation of the village engineer, with respect to street, curb, gutter and sidewalk design and construction;

4. Special requirements may be imposed by the village board, upon the recommendation of the village engineer, with respect to the installation of public utilities, including water, sewer and storm-water drainage;

5. Every effort shall be made to protect adjacent residential areas from potential nuisance from a proposed commercial or industrial subdivision, including the provision of extra depth in parcels backing up on existing or potential residential development and provisions for permanently landscaped buffer strips when necessary.

6. Streets carrying nonresidential traffic, especially truck traffic, shall not normally be extended to the boundaries of adjacent existing or potential residential areas. (Prior code § 14-1-75)

16.24.070 Grading.

The subdivider shall grade each land division in order to establish street, block and lot grades in proper relation to each other and to topography as follows:

A. Master Site-Grading Plan.

1. A master site-grading plan shall be prepared by the subdivider for all new subdivisions. This plan shall be prepared in accordance with the requirements and standards of the village.

2. The master site-grading plan shall show existing and proposed elevations of all lot corners, control points and building locations. The plan shall also indicate all overland storm drainage in and adjacent to the subdivision. The cost of the preparation of such a plan shall be paid for by the subdivider.

3. After approval or modification of these plans by the village engineer, the full width of the right-of-way of the proposed streets within the subdivision and the entire subdivision lot area shall be graded in accordance with the master site-grade plan. The owners of the subdivision lots shall adhere to those plans.

4. Upon completion of all street and subdivision grading, the grades shall be checked and certified by the village engineer to determine that the completed grading work is in accordance with the master site-grading plan.

5. The cost of all required grading work, supervision, certification, inspection and engineering fees shall be paid for by the subdivider.

B. Right-of-Way Grading. The subdivider shall grade the full width of the right-of-way of all proposed streets in accordance with the approved plans, including the grading of site triangles at each intersection.

C. Block Grading. Block grading shall be completed by one or more of the following methods:

1. Regrading along the side or rear lot lines which provides for drainage to the public drainage facilities, provided any ditches or swales are in public drainage easements, provided that a deed restriction is adopted which prohibits alteration of the grades within five feet of any property line from the grades shown on the master site grading plan.

2. Parts of all lots may be graded to provide for drainage to a ditch or to a swale.

D. Miscellaneous Grading Requirements.

1. Lot grading shall be completed so that water drains away from each building site toward public drainage facilities at a grade approved by the village engineer and provisions shall be made to prevent drainage onto properties adjacent to the land division unless to a public drainage facility.

2. Grading activities shall not result in slopes greater than three to one on public lands or lands subject to public access.

3. The topsoil stripped for grading shall not be removed from the site unless identified in the erosion control plan approved by the village engineer as not being necessary for erosion control or site landscaping purposes. Topsoil shall be uniformly returned to the lots when rough grading is finished. Topsoil piles shall be leveled and seeded for erosion control prior to the village releasing the one-year guarantee provision on public improvements in the streets adjacent to the lots on which the topsoil is stockpiled.

4. Such grading shall not result in detriment to any existing developed lands, either within or outside of the corporate limits.

E. Drainage Flows. The subdivider shall cause to be set upon the master grading plan arrows indicating the directions of drainage flows for each property line not fronting on a street on all parcels and along each street as will result from the grading of the site, the construction of the required public improvements or which are existing drainage flows and will remain. The arrows indicating the directions of flows shall be appropriately weighted so as to differentiate between the minor and major (one hundred (100) year event) drainage components. The arrows shall be accompanied on the master grading plan with the following note:

Arrows indicate the direction of drainage flows in various components resulting from site grading and the construction of required public improvements. The drainage flow components lo-

16.24.080

cated in easements shall be maintained and preserved by the property owner unless approved by the Village Engineer.

(Prior code § 14-1-76)

16.24.080 Erosion control.

The village finds that urbanizing land uses have accelerated the process of soil erosion, runoff and sediment deposition in the waters of the village. Therefore, it is declared to be the purpose of this section to control and prevent soil erosion and minimize stormwater runoff increases and thereby to preserve the natural resources, control floods and prevent impairment of dams and reservoirs, protect the quality of public waters, protect wildlife, protect the tax base and protect and promote the health, safety and general welfare of the people of the village. All land disturbing activities shall be subject to the provisions of the village's construction site erosion control ordinance (Chapter 15.44 of this code.) (Prior code § 14-1-77)

Verona

Inspections - Residential

Inspection Requirements

Inspections are required with any project that requires a building permit. These inspections take place before, during and after the project to verify that the people performing the work are complying with all applicable Codes.

Additional information is applicable to some items below and is indicated by a number or numbers in parentheses. Please see the numbered list below for the corresponding information in the Notes section.

Preliminary Inspections

- Erosion Control
- Footings
- Floating Slab
- Deck post/Pier holes
- Foundation
- Drain Tile
- Exterior underground sanitary sewer (2)
- Interior underground sanitary sewer (2)
- Temporary building electrical service
- Permanent building electrical service

Rough Inspections

Rough Inspections shall be requested and completed prior to installing insulation or any covering or finish materials and may include:

- Rough Construction (1)
- Rough Electrical (1)
- Rough HVAC (1)
- Rough Plumbing (1, 2)
- Gas Piping and Pressure Test (1, 4)
- Insulation / Vapor Barrier

Final Inspections

Final inspections may include:

- Final Construction (1)

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- Final Electrical (1)
- Final HVAC(1)
- Final Plumbing (1, 2 and 3)
- Site Improvements
- Drainage/Landscaping

Notes

- 1 - These items shall be called in at the same time whenever possible as so to be inspected as a group.
- 2 - Certain plumbing installations require an air or water test in accordance with Wisconsin Administrative Code Section SPS 382.21
- 3 - Plumbing Air Admittance Valve testing affidavit (when AAV's are used) shall be submitted to the Building Inspector's office prior to a final inspection.
- 4 - All gas piping installations must be tested in accordance with the current version of NFPA 54 or the greater of 3 pounds per square inch or 1-1/2 times the working pressure. The test shall remain without loss for a minimum of 10 minutes. All pressure tests must be witnessed by a City of Verona inspector.

Additional Documents

Additional documents that may be required for inspections:

- Energy worksheet (required to be submitted with permit application)
- Copy of truss designer's design sheets (to be left on site for rough construction inspection)
- Tall unsupported wall documentation (to be left on site for rough construction inspection)
- HVAC balancing affidavit (to be submitted to the Building Inspector's office prior to final inspection)
- Air admittance valve testing affidavit (if any AAV's installed, testing affidavit to be submitted to the Building Inspector's office prior to final inspection)
- Insulation compliance statement (to be submitted to the Building Inspector's office prior to final inspection)

Inspections Hours

The permit holder is responsible for calling for all inspections. Hours of inspections are:

Monday - Friday 8 a.m. - 4:30 p.m. or by appointment

Please be prepared to give the address, type of inspection and contractor name. The inspector has 2 business days to make an inspection before construction can continue.

You can call the Building Inspection Department to schedule inspections, but we would prefer you schedule inspections via our [online portal](#). By entering a permit number or address, you can view the status of a permit as well as schedule and track inspections. In order to schedule inspections, you will need a "Contractor Access Code". For contractors, this is your Contractor Registration Number (i.e.

Building, Dwelling, Electrical or HVAC Contractor Registration Number). For owners wishing to schedule inspections, please contact the Building Inspection Department to obtain a Contractor Access Code.

If you are having difficulty navigating the Portal, or if your Access Code isn't working, please contact Mike Jacek at (608) 845-0903.

Quick Links

- [Check Status of Applications for Plan Review & Permitting](#)
- [View and Schedule Inspections Realtime](#)
- [Permit Application \(PDF\)](#)

[View All](#)

Contact Us

Todd Parkos

Building Inspector

[Email](#)

Ph: 608-845-0963

Mike Jacek

Assistant Building Inspector

[Email](#)

Ph: 608-845-0903

City Hall

111 Lincoln St.

Verona, WI 53593

[Directions](#)

Ph: 608-845-6495

Fx: 608-845-8613


Hours

Select Language ▼

Monday - Friday
8 a.m. - 4:30 p.m.
or by appointment

[Staff Directory](#)

 Government Websites by [CivicPlus®](#)

Select Language 

Sec. 14-1-52 - Required Construction Plans; City Review; Inspections.

- (a) **Engineering Reports, Construction Plans and Specifications.** As required by Section 14-1-31, engineering reports, plans and proposed specifications shall be submitted simultaneously with the filing of the Final Plat. At the Final Plat stage, construction plans for the required improvements conforming in all respects with the standards of the City Engineer and the ordinances of the City shall be prepared at the subdivider's expense by a professional engineer who is registered in the State of Wisconsin, and said plans shall contain his seal. Such plans, together with the quantities of construction items, shall be submitted to the City Engineer for his approval and for his estimate of the total cost of the required improvements; upon approval they shall become a part of the contract required. Simultaneously with the filing of the Final Plat with the City Clerk or as soon thereafter as practicable, copies of the construction plans and specifications shall be furnished for the following public improvements:
- (1) **Street Plans and Profiles** showing existing and proposed grades, elevations and cross sections of required improvements.
 - (2) **Sanitary Sewer** plans and profiles showing the locations, grades, sizes, elevations and materials of required facilities.
 - (3) **Storm Sewer and Open Channel** plans and profiles showing the locations, grades, sizes, cross sections, elevations and materials of required facilities.
 - (4) **Water Main** plans and profiles showing the locations, sizes, elevations and materials of required facilities.
 - (5) **Erosion and Sedimentation Control** plans showing those structures required to retard the rate of runoff water and those grading and excavating practices that will prevent erosion and sedimentation. Such plans shall comply with the City's Erosion Control Chapter (Title 15, Chapter 2) if applicable.
 - (6) **Planting Plans** showing the locations, age, caliper, species and time of planting of any required grasses, vines, shrubs and trees.
 - (7) **Master Site Grading Plan.** Showing existing and proposed lot corner elevations, top of curb elevations, building location and proposed first floor building elevation, and shall show control and direction of drainage for each lot within the subdivision and for drainage adjacent to the plat.
 - (8) **Additional** special plans or information as required by City officials.
- (b) **Action by the City Engineer.** The City Engineer shall review or cause to be reviewed the plans and specifications for conformance with the requirements of this Chapter and other pertinent City ordinances and design standards recommended by the City Engineer and approved by the Common Council. If the City Engineer rejects the plans and specifications, he shall notify the owner, who shall modify the plans or specifications or both accordingly. When the plans and specifications are corrected, the City Engineer shall approve the plans and specifications for transmittal to the Common Council. The Common Council shall approve the plans and specifications before the improvements are installed and construction commenced.
- (c) **Construction and Inspection.**
- (1) Prior to starting any of the work covered by the plans approved above, written authorization to start

the work shall be obtained from the City Engineer upon receipt of all necessary permits and in accordance with the construction methods of this Chapter. Building permits shall not be issued until all improvements required by this Chapter are satisfactorily completed, and the developer has furnished lien waivers for all contractors.

- (2) During the course of construction, the City Engineer shall make such inspections as he or the Common Council deems necessary to insure compliance with the plans and specifications as approved. The City shall have full-time inspections during construction phases. The owner shall pay the actual cost incurred by the City for such inspections. This fee shall be the actual cost to the City of inspectors, engineers and other parties necessary to insure satisfactory work. The engineering costs will be per the engineering agreement.
- (d) **Subdivider to Reimburse the City for Costs Sustained.** The subdivider of land divisions within the City shall reimburse the City for its actual cost of design, inspection, testing, construction and associated legal and real estate fees for the required public improvements for the land division. The City's costs shall be determined as follows:
- (1) The cost of City employees' time engaged in any way with the required public improvements based on the hourly rate paid to the employee multiplied by a factor determined by the City Clerk to represent the City's cost for expenses, benefits, insurance, sick leave, holidays, vacation and similar benefits.
 - (2) The cost of City equipment employed.
 - (3) The cost of mileage reimbursed to City employees which is attributed to the land division.
 - (4) The actual costs of City materials incorporated into the work, including transportation costs plus a restocking and/or handling fee not to exceed ten percent (10%) of the cost of the materials.
 - (5) All consultant fees associated with the public improvements at the invoiced amount plus administrative costs. Unless the amount totals less than Fifty Dollars (\$50.00), the City shall bill the subdivider monthly for expenses incurred by the City. Statements outstanding for more than thirty (30) days shall accrue interest at the rate of one and one-half percent (1-½%) per month. Bills outstanding for more than ninety (90) days shall be forwarded to the subdivider's surety agency for payment. Amounts less than Fifty Dollars (\$50.00) shall be held for billing by the City until amounts total more than Fifty Dollars (\$50.00) or until the conclusion of project activities.
- (e) **Record Plans.** After completion of all public improvements and prior to final acceptance of said improvements, the subdivider shall make or cause to be made one (1) Mylar and three (3) blue line plan sets showing the actual recorded location of all valves, manholes, stubs, sewers and water mains and such other facilities as the City Engineer shall require. These plans shall be prepared on the original mylars of the construction plans and shall bear the signature and seal of a professional engineer registered in Wisconsin. The presentation of the record plans shall be a condition of final acceptance of the improvements and release of the surety bond assuring their completion.

Sec. 14-1-67 - Site Grading.

The subdivider shall be required to grade the full land division in accordance with the requirements of Section 14-1-76.

- (a) **Engineering Reports, Construction Plans and Specifications.** As required by Section 14-1-31, engineering reports, plans and proposed specifications shall be submitted simultaneously with the filing of the Final Plat. At the Final Plat stage, construction plans for the required improvements conforming in all respects with the standards of the City Engineer and the ordinances of the City shall be prepared at the subdivider's expense by a professional engineer who is registered in the State of Wisconsin, and said plans shall contain his seal. Such plans, together with the quantities of construction items, shall be submitted to the City Engineer for his approval and for his estimate of the total cost of the required improvements; upon approval they shall become a part of the contract required. Simultaneously with the filing of the Final Plat with the City Clerk or as soon thereafter as practicable, copies of the construction plans and specifications shall be furnished for the following public improvements:
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 - (2) The cost of City equipment employed.
 - (3) The cost of mileage reimbursed to City employees which is attributed to the land division.
 - (4) The actual costs of City materials incorporated into the work, including transportation costs plus a restocking and/or handling fee not to exceed ten percent (10%) of the cost of the materials.
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Sec. 14-1-67 - Site Grading.

The subdivider shall be required to grade the full land division in accordance with the requirements of Section 14-1-76.



Scott Jelle

131 Tyvand Rd

Blanchardville, WI 53516

(608) 963-0652

TotalInspectionServices@gmail.com

March 1, 2022

To: Lisa Moen

Village of Cambridge Administrator

200 Spring St.

Cambridge, WI, 53523

Dear Lisa Moen,

I would like this letter to serve as my notice to terminate the contract between Total Inspection Services and the Village of Cambridge for Building Inspection Services. The last day of services will be March 31th, 2022. Thank you for allowing me to serve your community over the last year.

Best Regards,

Scott Jelle

A handwritten signature in cursive script that reads 'Scott Jelle'.



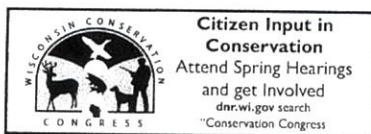
WISCONSIN OFF-HIGHWAY VEHICLE REGULATIONS

Related to
All-Terrain Vehicles,
Utility-Terrain Vehicles
Off-Highway Motorcycles



This pamphlet is an interpretive summary of Wisconsin's off-highway vehicle laws and regulations. For complete laws and regulations, consult the Wisconsin State Statutes Chapter 23.33 and 23.335 and Wisconsin Administration Codes NR 64 and 65.

**Helmets & Seat Belts Save Lives.
Wear it Wisconsin!**



LEGAL OPINIONS



By Atty. Rick Manthe
Legal Counsel

ATVs/UTVs on Highways

One common topic town officials want to discuss is all-terrain vehicles (ATV) and utility terrain vehicles (UTV). Clubs representing users of these vehicles or the riders themselves are increasingly requesting to open roads for ATVs/UTVs. This ultimately leads town officials to ask: what can we do? Will we be liable? On top of that recent law changes have modified the landscape of local ATV/UTV rules. Hopefully this information will help shed light on this topic and guide town officials in their decision making process.

Town Board Authority for Opening Highways to ATVs/UTVs

The town board has broad authority to open its highways to ATVs/UTVs. Wis. Stat. § 23.33(8)(b) allows a town or village to designate highways as ATV/UTV routes, or all highways as routes. The town or village may also designate trails as open to ATVs/UTVs. There is a difference between route and trail under the statutes. A route specifically applies to municipal highways open to ATVs, while a trail is any other type of traveling path. Only the town board has the authority to open town roads to ATVs/UTVs. Often the WPA will receive calls that the electors voted at the annual meeting to open all roads to ATVs and the town is wondering how to proceed. A vote by the electors at the annual meeting or even a referendum is not binding. Those votes are advisory only, meaning the town board can consider them, but is not bound by the outcome of the vote. Only the town board can decide to open the highways to ATVs/UTVs.

Process for Opening Highways to ATVs/UTVs

Procedurally, opening highways to ATVs/UTVs is fairly straightforward. The town board must pass an ordinance authorizing ATVs/UTVs to operate on town highways at a properly noticed board meeting. The clerk must then send a copy of the ordinance to the DNR, state patrol, and the county sheriff's office. The town must ensure signs are properly posted on the applicable routes. Further, a recent law change, 2017 Wisconsin Act 87, granted towns limited authority to open highways to ATVs/UTVs even if the highways are not under their jurisdiction. Act 87 provides that towns may enact an ordinance to establish an ATV/UTV route on a highway not under its jurisdiction, but within its territory, if the speed limit is 35 mph or less. This means the town could potentially open a county highway or state highway to ATVs. This authority does not apply to the national system of interstate and defense highway system.

How to Properly Sign ATV/UTV Routes

One Wisconsin Towns Association legislative victory this past session was enacting uniform signing rules for ATV/UTV routes under 2017 Wisconsin Act 193. Prior to Act 193 there were no uniform signing rules. The DNR was required to create standards, but it was left to individual wardens to set signing standards, meaning there were different rules for everyone. Some towns had strict signing requirements, while other areas were more relaxed. Act 193, authored by Representative André Lacque and Senator Rob Cowles, created several signing options to reduce confusion both for municipalities and for ATV/UTV users. If the town opens all town highways to ATVs, it can post signs at all entrances to the town indicating that all town highways are open to ATVs/UTVs. If the town has opened most highways to ATVs/UTVs, but only a handful are closed, then the town may post signs at all entrances to the town stating all highways are open to ATVs/UTVs, unless otherwise indicated. Using this option requires the town to erect signs on highways not open to ATVs/UTVs. Another option for signing the

signing on the highway when the route begins and signs on the highway every time it crosses a road that can open to ATVs. If there is a section of a particular highway that has a lot of users from a rural group, the town can need to place the signs every 5 miles.



This picture shows Governor Walker signing act 17. Standing around the Governor from left to right is WIA Executive Director, Mike Schmitt, Sen. Andrew Linder, Sen. Rob McCauley, Rob McCauley, ATVA Association, and Sen. Rob Cowles. (Photo credit: Justin Jasson)

Wisconsin: Guidelines for Opening Highways to ATVs/UTVs

When I first started working at the Towns Association, one of the most surprising things was the amount of information I received regarding ATVs on highways. This goes to show how contentious the issue of opening highways are easy considerations that put the town in the making process for ATV/UTV highways.

One specific concern is whether opening highways to ATVs makes the town liable if there is an accident. Generally speaking, the town is not liable for accidents that occur because it chose to open its roads to ATVs/UTVs. Wis. Stat. § 393.80(1) creates immunity from liability for the decisions of local governments. Opening roads to ATVs/UTVs is not immune from liability under this statute. The immunity, however, is not absolute. If the town does not meet the standard required signage or does not create an unsafe condition, it could be held liable for an accident. For example, if a stop sign is placed at an intersection, the town would be liable for an accident. In general, however, the town will be immune from liability.

Towns may also want to consider safety issues involved with opening highways to ATVs. The town should look at how busy the highway is and whether opening a highway to ATVs will endanger users. A traffic study is one tool a town could use in helping make the determination. Speed limits also play a role in the decision-making process. The town can lower the highway's speed limit under Wis. Stat. § 393.81 or it can create a separate speed limit for ATVs/UTVs. These are all considerations the town board can consider.

Another consideration: Towns are responsible for ensuring ATV/UTV routes are properly signed. The town bears the cost of purchasing and installing signs. Often a local town will offer to pay for signing costs. This is allowable, but the town should handle installation and maintenance since the town will be liable if signs are not in place.

In the end, the decision to open highways to ATVs/UTVs is in the town board's hands. It can choose to open all highways or select highways. The amount of public participation in the process is also discretionary. The town board can choose to have a public hearing on the issue, take advisory committees at a board meeting or referendum.

All-Terrain Vehicles and Utility Terrain Vehicles

State ROW permits

State ROW permits

ATVs/UTVs

Connection permits (driveways, roads and streets)

Work on highway ROW permits

Utility permits

Utility accommodation policy

Utility coordination

Utility permits on WisDOT railroad property

State highway detour permits

Environmental coordination

Highway maintenance

[Route definition](#) | [Routes on state highways](#) | [Trails](#) | [Route and trail crossings](#) | [Registration](#) | [Ordinances](#) | [Sign permitting](#) | [Special signing](#) | [Signing FAQs](#) | [Safety](#)

Introduction

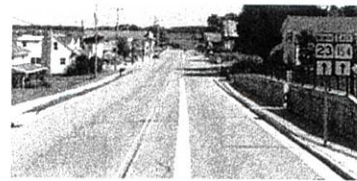
Wis. Stat. s. 23.33 allows all-terrain vehicles (ATVs) and utility terrain vehicles (UTVs) to operate on a state highway in certain cases, which are detailed in sections A - C below. An ATV ordinance must be enacted by a municipality and/or county before operation may occur. For the remainder of this webpage, ATVs and UTVs will be labeled collectively as ATVs. Since ATVs are not allowed to operate on interstate highways, none of the information on this webpage applies to interstates.



Photo courtesy of the Wisconsin ATV Association

ATV routes – definition

ATV routes by statute are on the roadway portion of a highway and not the shoulder or other parts of the right-of-way (ROW). A roadway is defined in Wis. Stat. s. 340.01(54) as the, "portion of a highway between the regularly established curb lines or that portion which is improved, designed or ordinarily used for vehicular travel, excluding the berm or shoulder." On a 2-lane rural highway, the "roadway" is the area between the fog lines (white lines) as shown in picture (1). In an urban area, it is the area between the curbs in picture (2).



► It is important to understand that a roadway is not an ATV route until there is a signed ordinance and the roadway is signed/posted according to law.

ATV routes on state highways

The following information is divided into three sections based on current Wisconsin statutes.

A - ATV route designation on state highways

A town, village, city or county may enact an ordinance under Wis. Stat. s. 23.33(8)(b)1. to designate a highway not under its jurisdiction as an ATV route. In this case, ATV operation on a state highway or connecting highway is allowed only if WisDOT approves the route. WisDOT's approval consists of an ATV route order that is issued for the designated segment of state or connecting highway. WisDOT will review an ATV ordinance to verify that the termini of the designated route is what WisDOT and the municipality or county agreed upon prior to issuing the route order.

B - ATV operation on state highways with speed limits of 35 mph or less within municipal boundaries

A town, village or city may enact an ordinance under Wis. Stat. s. 23.33(11)(am)4. to authorize the operation of ATVs on a highway that has a speed limit of 35 mph or less and is located within the territorial boundaries of the town, village or city regardless of who has jurisdiction over the highway. In this case, ATV operation on a state highway is not subject to WisDOT approval. WisDOT will review an ATV ordinance to verify that the statute language "authorize the operation" has been correctly used instead of "designated."

Much of the state highway system operates with speed limits above 35 mph, and these higher speed highways remain off-limits to ATV use without approval from WisDOT. Speed limits on any highway are set after careful consideration to enhance safety and facilitate traffic flow for the traveling public and are typically not based on a specific type of vehicle. Anyone interested in how speed limits are established is encouraged to view WisDOT's [ATV pamphlet](#) on the topic.



Ordinance Number 66

An Ordinance allowing and regulating the use of All-Terrain Vehicles (ATV) and Utility-Terrain Vehicles (UTV) and designating ATV/UTV Routes in the Town of Oakland

Section 1 - General

Following due consideration of the recreational and economic value to access businesses and residences weighted against possible dangers, public health, public safety, liability aspects, terrain involved, traffic density and other traffic risks, this ordinance is enacted pursuant to sections 59.02 and 23.33 Wis. Stats., and the provisions of the Wisconsin Administrative Code NR 64 regulating ATV operation, which is hereby incorporated and adopted.

Section 2 - Applicability and Enforcement

The provisions of this Ordinance shall apply to all roads within the jurisdiction of the Town of Oakland and the provisions of this ordinance shall be enforced by the Oakland Police Department.

Adoption of this ordinance shall not prohibit any law enforcement officer or DNR warden from proceeding under any other ordinance, regulation, statute, law, or order that pertains to the subject matter addressed under this section.

Section 3 - Limitations

The following limitations apply on all areas designated in this Ordinance:
Operators and passengers of all ATVs/UTVs shall comply with all federal, state, and local laws, orders, regulations, restrictions, and rules, including, but not limited to, section 23.33 Wis. Stats. and Wisconsin Administrative Code NR 64.

This Ordinance incorporates by reference all definitions under section 23.33 Wis. Stats. and Wisconsin Administrative Code NR 64 and any other applicable Wisconsin Law defining ATVs/UTVs and regulating ATV/UTV use unless this Ordinance states otherwise.
ATVs/UTVs shall be operated on the extreme right side of the roadway on the paved surface.
ATVs/UTVs may be operated on paved surfaces only, unless yielding the right of way.
ATV/UTV operators are required to have applicable liability insurance.
ATVs/UTVs shall not be operated at a speed greater than the posted speed limits and in no case greater than 35 miles per hour.
ATVs/UTVs may not be operated on any town road route without fully functional headlights, taillights, and brake lights.
ATVs/UTVs may not be operated on any town road between the hours of 10:00 p.m. and 5:00 a.m.

No person may operate an ATV/UTV on any town road without a valid driver's license and shall display the license upon demand from any law enforcement officer or official described in section 23.33(12) Wis. Stats.

Section 4 - ATV/UTV Routes

Routes designated for ATV/UTV use shall be established and approved by the Oakland Town Board. Any modification to the routes designated for ATV/UTV use shall be approved by the Oakland Town Board.

The routes designated as an ATV/UTV vehicle route shall be as follows: All Oakland town roads within the Town of Oakland.

The Oakland Town Board shall have the authority to suspend operation on any town road or segment thereof due to hazards, construction, emergency conditions, road damage, or any other issue deemed appropriate for public safety. Routes subsequently removed as an ATV/UTV vehicle route will be posted on the town's website.

Section 5 - Route Signs

All initial required route signs will be installed and maintained by the Oakland Public Works Department.

All signs shall be in compliance with the Federal Manual on Uniform Traffic Control Devices (MUTCD).

No person may erect or, remove any official designated route sign unless authorized by the Oakland Town Board in writing.

No person shall operate an ATV/UTV contrary to any authorized and official posted sign.

Section 6 - Penalties

This Ordinance shall be enforced by the Oakland Police Department or any law enforcement official as set forth in section 23.33(12) Wis. Stats., including the issuance of a citation under section 66.0113 Wis. Stats.

The penalties set forth in section 23.33(13)(a) Wis. Stats., are adopted and incorporated by reference herein.

Section 7 - Severability

Should any sub-section, clause, or provision of this ordinance be declared by any court of competent jurisdiction to be invalid, the same shall not affect the validity of this ordinance as a whole or any part thereof, other than the part declared invalid.

Section 8 - Maintenance

Designation of segments of Oakland town roads as ATV/UTV routes does not impose upon the Oakland Public Works Department a greater duty of care or responsibility for maintenance of those segments than for any other segment of a town road. Operators of ATV/UTVs on town roads assume all the usual and normal risks of ATV/UTV operation.

ORDINANCE NO. 2022-2-14-1

Town of Christiana

County of Dane

State of Wisconsin

AN ORDINANCE TO ALLOW ALL-TERRAIN VEHICLE (ATV) AND UTILITY-TERRAIN VEHICLE (UTV) OPERATION ON DESIGNATED TOWN ROADS SO MARKED WITH ATV/UTV ROUTE SIGNAGE

Section I. Intent

The Town of Christiana, Dane County, adopts the following all-terrain vehicle (ATV) and utility-terrain vehicle (UTV) ordinance for the operation of all-terrain and utility-terrain vehicles upon the roads listed in Section III of this document.

Following due consideration of the recreation value to connect trail opportunities and weighted against possible dangers, public health, liability aspects, terrain involved, traffic density, and history of automobile traffic, this ordinance has been created.

Section II. Statutory Authority

This ordinance is created pursuant to town authority as authorized by Wis. Stat. § 23.33(8)(b). The applicable provisions of regulating ATV/UTV operation pursuant to routes as adopted.

Section III. Routes

The following roads are designated as routes:

All official town roads located with the Town of Christiana, but only if the road is signed in accordance with Wis. Stat. § 23.33(8). At the time of adoption of this Ordinance, there are no roads in the township that are signed.

Section IV. Conditions

As a condition for the use of this route, the following conditions shall apply to all operators and their passengers.

- a. All ATV/UTV operators shall ride single file.
- b. These ATV/UTV routes shall have a speed limit based on posted speed limits within the town, and time of day limitations where no ATV/UTV operation shall be allowed between 10:00 p.m. and 5:00 a.m.
- c. No person under the age of sixteen (16) years may operate an ATV/UTV on any segment of a town road which is designated as an ATV/UTV route. All AT/UTV operators must hold a valid driver's license.

- d. Routes must be signed in accordance with NR 54-12 and NR64.12(7)(c), Wisconsin Administrative Code. Signage will be provided by outside funding.
- e. No person may do any of the following in regard to signs marking town ATV/UTV routes:
 - i. Intentionally remove, damage, deface, move or obstruct any ATV/UTV route or trail signs or intentionally interfere with the effective operation of signs if the sign is legally placed by the state municipality or any authorized individual.
 - ii. Possess any uniform ATV/UTV route or trail sign of the type established for the warning, instruction or information to the public, unless he or she obtained the route or trail sign in a lawful manner. Possession of an ATV/UTV route or trail sign creates a rebuttable presumption of illegal possession.

Section V. Enforcement

The ordinance shall be enforced by any law enforcement officer authorized to enforce the laws of the State of Wisconsin.

Section VI. Penalties

Wisconsin state all-terrain vehicle and utility-terrain vehicle penalties as found in Wis.Stat. § 23.33(13)(a) are herewith adopted.

Section VII. Severability

The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific section or portion thereof in the decision, and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

Section VIII. Reserved Authority

The Town of Christiana Town Board reserves the right to repeal this Ordinance and prevent all use of ATVs and UTVs on Town of Christiana town roads at any time with or without cause.

Section IX. Repealer

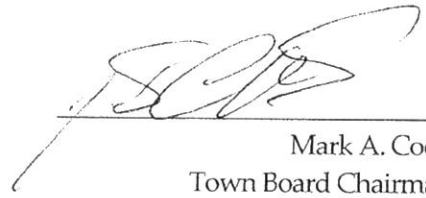
The provisions of this Ordinance to the extent that they are substantively the same as those of the ordinances in force immediately prior to the enactment of this ordinance, are intended as a continuation of such ordinances and not as new enactments, and the effectiveness of such provision shall date from the date of adoption of prior ordinances. In addition, the adoption of this ordinance shall not affect any action, prosecution, or proceeding brought for the enforcement of any right or liability established, accrued, or incurred under any legislative provision prior to the effective date of this ordinance for the time that such

provision was in effect, and the repeal of any such provisions is stayed pending the final resolution of such actions, including appeals.

Section X. Effective Date

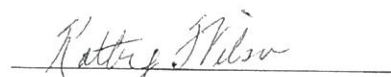
This ordinance becomes effective upon passage by the Town Board and after the required signs are in place.

Adopted this 14th day of February, 2022.



Mark A. Cook
Town Board Chairman

Attest:



Kathy Wilson
Clerk/Treasurer



136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

ORDINANCE #2021-076
Amending §350-13 Off-Road Vehicles Relating To The Use Of All-Terrain Vehicles and Utility Terrain Vehicles To Clarify

The City Council of the City of Waterloo, Jefferson County, Wisconsin do ordain as follows:

SECTION I: Chapter 350-13 Off-road Vehicles is hereby amended as shown in red and includes the marks indicating the changes made by Ordinance #2021-04.

§ 350-13 Off-road vehicles.

- A. Intent. The City of Waterloo adopts the following all-terrain vehicle trails and routes for the operation of all-terrain vehicles and utility terrain vehicles upon roadways and City-owned property throughout Waterloo. Following due consideration of the recreational value to connect trail opportunities and weighed against the possible dangers, public health, liability aspects, terrain involved, traffic density and history of automobile traffic, these routes and trails have been created
- B. State laws adopted. The statutory provision in § 23.33, Wis. Stats., and Chs. 340 to 348, Wis. Stats., establishing definitions and regulations with respect to ATVs and UTVs, and Ch. NR 64, Wis. Adm. Code, are hereby adopted and by reference made a part of this chapter as if fully set forth herein. Unless otherwise provided in this chapter, any act required to be performed or prohibited by any statute incorporated herein is hereby required or prohibited by this section. Any future amendments, revisions or modifications of the statutes incorporated herein are made a part of this chapter in order to secure uniform statewide regulation of ATVs and UTVs.
- C. Definitions. As used in this section, the following terms shall have the meanings indicated:

ALL ATV/UTV VEHICLE TRAIL

A marked corridor on public property or on private lands subject to public easement or lease, designated for use by all-terrain vehicle or utility terrain vehicle operators by the governmental agency having jurisdiction, but excluding roadways or highways, except those roadways that are seasonally not maintained for motor vehicle traffic.

ALL-TERRAIN VEHICLE (ATV)

A commercially designed and manufactured motor-driven device that has a weight, without fluids, of 900 pounds or less, has a width of 50 inches or less, is equipped with a seat designed to be straddled by the operator, and travels on three or more ~~low-pressure tires and nonpneumatic tires.~~

OFF-ROAD VEHICLES

Shall include, but not be limited to, minibikes, all-terrain vehicles, and utility terrain vehicles.

UTILITY TERRAIN VEHICLE (UTV)

Any of the following:

- (1) A commercially designed and manufactured motor-driven device that does not meet federal motor vehicle safety standards in effect on July 1, 2012, that is not a golf cart, low-speed vehicle, dune buggy, mini-truck, or tracked vehicle, that is designed to be used primarily off of a highway, and that has, and was originally manufactured with, all the following:
 - (a) A weight, without fluids, of 2,000 pounds or less.
 - (b) Four or more ~~low-pressure tires or nonpneumatic~~ tires.
 - (c) A cargo box installed by the manufacturer.
 - (d) A steering wheel.
 - (e) A taillight.
 - (f) A brake light.
 - (g) Two headlights.
 - (h) A width of not more than 65 inches.
 - (i) A system of seat belts, or similar system, for restraining each occupant of the device in the event of an accident.
 - (j) A system of structural members designed to reduce the likelihood that an occupant would be crushed as a result of a rollover of the device.
- (2) A commercially designed and manufactured motor driven device to which all the following applies: All other applicable words or phrases defined within § 23.33, Wis. Stats., and Ch. 340.01, Wis. Stats., are incorporated within this section.
 - (a) It has a weight, without fluids, of more than 900 pounds but not more than 2,000.
 - (b) It has a width of 50 inches or less.
 - (c) It is equipped with a seat designed to be straddled by the operator.
 - (d) It travels on three or more ~~low-pressure tires or nonpneumatic~~ tires.
- D. Regulated. No person shall operate an off-road vehicle on any City street, alley, park, or parking lot; on any public lands or parking lots held open to the public; or on any land zoned residential within the City except as provided below:
 - (1) Designation of all-terrain and utility terrain vehicle routes. Pursuant to § 23.33(8)(b)2., Wis. Stats., all City-maintained streets, roads and alleys are designated as all-terrain and utility terrain vehicle routes unless posted.

Under Wis. Stat. s. 23.33(8)(b)1., the City of Waterloo designates STH 19 as an ATV route from the 25/40 MPH speed limit transition to Canal Road. The route shall not be effective unless the Department of Transportation approves the route under s. 23.33(8)(b)3.

- (2) Conditions of operation. In addition to the provisions in § 23.33, Wis. Stats., and Chs. 340 to 348, Wis. Stats, the following conditions apply:

- (a) "ATV/UTV vehicle route" means a highway or sidewalk designated for use by all terrain vehicle or utility terrain vehicle operators by the governmental agency having jurisdiction as authorized under this section.
- (3) The City of Waterloo reserves the right to close or modify routes and trails at any time.
- (4) The City of Waterloo or its designee shall maintain all route and trail signs within the City of Waterloo. The City of Waterloo shall maintain all route signs erected on state highways within the City of Waterloo.
- (5) All ATV/UTV routes and trails shall be signed in accordance with Chs. NR 64.12 and NR 64.12(7)(c), Wis. Stats.
- (6) All City of Waterloo streets, roads and alleys are designated as ATV/UTV routes, not including county highways, state trunk highways, or connecting highways unless Jefferson County and/or the Department of Transportation approves or is required to approve the designation.
- (7) Per § 23.33 (11)(am)(4), Wis. Stats., the City of Waterloo authorizes the operation of ATVs/UTVs on all highways that have a speed limit of 35 miles per hour or less that are located within the territorial boundaries of the City of Waterloo.
- (8) Conditions of route use. As a condition for the use of these trails and routes, the following conditions shall apply to all operators and passengers as applicable:
 - (a) All ATV/UTV units shall be registered in accordance with WI DNR regulations.
 - (b) All ATV/UTV operators shall observe all applicable rules of the road governing motorized vehicles on municipal streets in accordance with Ch. 346, and § 23.33, Wis. Stats.
 - (c) No ATV/UTV shall be operated at a speed greater than the posted street speed limit unless posted otherwise.
 - (d) All operators of ATVs or UTVs are subject to Wis. Stats. and/or DNR rules and regulations pertaining to age, safety and safety certificate requirements.
 - (e) No ATV/UTV may be operated on any designated trail or route without fully functional headlights, taillights and brake lights. Operators must display a lighted headlight and taillight at all times while on the trail or route.
 - (f) All ATV/UTV operators shall ride single file.
 - (g) ATV/UTVs may be operated on paved roadway surfaces only.
 - (h) No ATV/UTV may be operated on any designated route between the hours of 10:00 p.m. and 7:00 a.m. daily, unless otherwise authorized by the Chief of Police.
 - (i) ATV/UTVs that do not meet Wisconsin State or local noise pollution requirements may not be operated on any trail or route.
 - (j) Operation within any municipal park unless specifically designated is prohibited.
 - (k) Operation on any sidewalk unless specifically designated is prohibited.
 - (l) No person shall leave or allow any ATV owned or operated by him/herself to remain unattended on

any public highway or public property while the motor is running or with the starting key left in the ignition. Insurance is required for all ATVs/UTVs operated within the City of Waterloo.

(m) DOT. Approved protective helmets will be worn for all operators and passengers of any ATV/UTV for persons under the age of 18 years old.

(n) A valid Department of Transportation driver's license is required to operate any ATV/UTV.

(9) (9) In accordance with §23.33 (11)(am)3, Wis. Stats., the operation of ATVs and UTVs is authorized on a highway bridge that is not part of the national system of interstate and defense highways, that is 1,000 feet in length or less, and is located within the territorial boundaries of the City of Waterloo, regardless of whether the City of Waterloo has jurisdiction over the highway. The City of Waterloo authorizes the operation of ATVs on SH 19 from the 35/45 MPH speed limit transition to Heil Street, under Wis Stat. ss. 23.33(4)(d)3.b. and (11)(am)3. to cross over the Maunasha River tributary provided that a person crossing a bridge shall do all the following:

(a) Cross the bridge in the most direct manner practicable and at a place where no obstruction prevents a quick and safe crossing;

(b) Stay as far to the right of the roadway or shoulder as practicable;

(c) Stop the vehicle prior to the crossing;

(d) Yield the right-of-way to other vehicles, pedestrians, and electric personal assistive mobility devices using the roadway or shoulder; and

(e) Exit the highway as quickly and safely as practicable after crossing the bridge.

~~In accordance with § 23.33 (11)(am)3, Wis. Stats., the operation of ATVs and UTVs is permitted on a highway bridge that is not part of the national system of interstate and defense highways, that is 1,000 feet in length or less, and is located within the territorial boundaries of the City of Waterloo, regardless of whether the City of Waterloo has jurisdiction over the highway, provided that a person crossing a bridge shall do all the following:~~

~~(a) Cross the bridge in the most direct manner practicable and at a place where no obstruction prevents a quick and safe crossing;~~

~~(b) Stay as far to the right of the roadway or shoulder as practicable;~~

~~(c) Stop the vehicle prior to the crossing;~~

~~(d) Yield the right-of-way to other vehicles, pedestrians, and electric personal assistive mobility devices using the roadway or shoulder; and~~

~~(e) Exit the highway as quickly and safely as practicable after crossing the bridge.~~

SECTION II: This ordinance shall take effect and be in force from and after its passage and posting as provided by law.

**BY ORDER OF THE CITY COUNCIL OF THE CITY OF
WATERLOO**

Mayor

STATE of WISCONSIN



OFFICE of the GOVERNOR

WHEREAS; the office of the municipal treasurer is a time-honored and vital part of local government that impacts the day-to-day life of folks throughout our state; and

WHEREAS; municipal treasurers provide the necessary financial information to governing bodies and agencies at the local, county, and state levels; and

WHEREAS; municipal treasurers administer the procedures and keep the financial records that allow governing bodies to carry out public functions efficiently and with confidence; and

WHEREAS; municipal treasurers are the official custodians responsible for the proper management and investment of public funds; and

WHEREAS; Wisconsin's 1,853 municipal treasurers and 72 county treasurers work together to collect all property taxes for their own municipalities and counties as well as their local schools, technical colleges, and the state; and

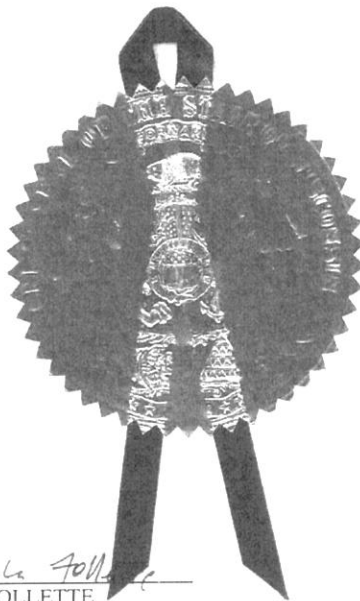
WHEREAS; municipal treasurers continually strive to improve the administration of their responsibilities through participation in education programs, seminars, workshops, and conferences across Wisconsin; and

WHEREAS; this week, the state of Wisconsin joins all Wisconsinites in appreciating and thanking our municipal treasurers for the important work they do for communities throughout our state;

NOW, THEREFORE, I, Tony Evers, Governor of the State of Wisconsin,
do hereby proclaim April 17 – 23, 2022, as

MUNICIPAL TREASURERS APPRECIATION WEEK

throughout the State of Wisconsin and I commend this observance
to all our state's residents.



IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Wisconsin to be affixed. Done at the Capitol in the City of Madison this 4th day of March 2022.


TONY EVERS
GOVERNOR

By the Governor:


DOUGLAS LA FOLLETTE
Secretary of State