



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

Phone: (608) 437-6884 Fax: (608) 437-3190

Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

VILLAGE BOARD AGENDA Wednesday, May 3, 2023 at 7:00 PM

Municipal Building Board Room
138 E. Main Street
Mount Horeb, WI

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Roll call
- 4) Welcome New Members
- 5) Public Comments – non-agenda items
- 6) Consent Agenda
 - a. Consideration of April 5, 2023 Meeting Minutes
 - b. Consideration of April 17, 2023 Reorganizational Meeting Minutes
 - c. Recommendation on Facade and Building Improvement Grant Application: Botham Investments, 305 E Main Street
 - d. Recommendation on Nomination of Citizen Members to Committees
 - e. Consideration of Ordinance 2023-03 Amending Tourism Commission
 - f. Consideration of Ordinance 2023-04 Amend Parks, Recreation and Forestry Commission
 - g. Consider Pay Request 2 for Project 23-100
 - h. Recommendation: Extraterritorial Certified Survey Map for Life Church
 - i. Liquor License Premise Extension-Dog House Bar & Grill, "Classic Car Cruise In"; Wednesdays, June 7-Oct. 4, 2023, 5-9pm; public parking lot, corner of First Street and Front Streets
 - j. Street Use Permit Application-Mount Horeb Chamber of Commerce, "Annual Art Fair", July 14, 2023 to July 16, 2023, Main Street from S. 2nd Street to Lincoln Street
 - k. Street Use Permit Application-Mount Horeb Chamber of Commerce, "Fall Village Market", Sept. 30, 2023 to October 1, 2023; Main Street from S. 2nd Street to Lincoln Street.
- 7) Agenda Items

- a. Consideration of Marc Schellpfeffer for Vacant Trustee seat
- b. Oath of Trustee, Marc Schellpfeffer
- c. Proclamation for Public Service Recognition Week
- d. Friends of the Norsk, Inc. Financial Statements
- e. Consideration: Residential Exterior Improvement Program Awards
- f. Consider Resolution 2023-04, Debt Issuance
- g. Consider recommendation of Ordinance 2023-02 changing the zoning classification for 120 S First Street from I-1 Industrial to CB-Central Business to PD1 - Planned Development for Steve Brown Apartments
- h. Consideration of Certified Survey Map to combine two lots at 120 S First Street, Steve Brown Apartments
- i. Annual Review of Code of Ethics Policy
- j. Consider Award of Contract for Alley Reconstructions
- k. Consideration of SolSmart Certification
- 8) Committee Reports:
 - a. Mount Horeb Area Chamber of Commerce
 - b. Community Development Authority
 - c. Mount Horeb Area Joint Fire Department
 - d. Library Board
 - e. School Liaison
 - f. Parks, Recreation, and Forestry Commission
 - g. Plan Commission
 - h. Public Works Committee
 - i. Public Safety Committee
 - j. Finance/Personnel
 - k. Utility Commission
 - l. Tourism Commission
 - m. Sustainability and Natural Resources Committee
 - n. Dane County Cities & Villages Committee Report
- 9) Village President's report
- 10) Village Administrator's report
- 11) Village Clerk's report
- 12) Closed Session
 - a. Closed Session: Discussion/Consideration: Purchase of property for parkland. (Meylor Farm). The Village Board may convene in closed session as authorized by Wisconsin Statute 19.85(1)(e) for the purpose of

deliberating or negotiating the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Village Board may reconvene in open session and discuss and take action on the subject matter discussed in closed session.

- b. Closed Session: Discussion/Consideration: Purchase of property for parkland. (Lukken Farm). The Village Board may convene in closed session as authorized by Wisconsin Statute 19.85(1)(e) for the purpose of deliberating or negotiating the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Village Board may reconvene in open session and discuss and take action on the subject matter discussed in closed session.

13) Meeting adjournment.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT ALYSSA GAFFNEY, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-9404.

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
APRIL 5, 2023**

The Village Board met in regular session in-person on the above date in the Board Room of the Mount Horeb Municipal Building.

Call to Order/Roll Call: Village President Randy Littel called the meeting to order at 7:00pm. Present were Trustees Halverson, White, Fendrick, Gauger, and Scott. Also present were Administrator Nic Owen, Village Clerk Alyssa Gaffney, Village Attorney Bryan Kleinmaier, and Youth-In-Government students Siobhan Mertz and Ethan Fendrick.

Public Comments: None

Consent Agenda: Scott moved, Littel seconded to remove the Street Use Permit application for the Classic Car Cruise-In events from the consent agenda. Motion carried by unanimous voice vote. Czyzewski moved, Halverson seconded to approve the remaining consent agenda items: Minutes of the March 1, 2023 Village Board meeting; Operator License Application recommended for denial; Appointment of Kimberly Hillary to the Library Board as School District Representative; Street Use Permit application for Summer Frolic Parade. Motion carried by unanimous voice vote. Scott inquired if there were any complaints about the Classic Car events last year, and about the availability of the parking lot. Scott moved, Gauger seconded to approve the Street Use Permit application for the Classic Car Cruise-In events. Motion carried by unanimous voice vote.

Consideration of Proclamation Recognizing No Mow May: Mound Vue Garden Club members Carolyn White and Barb Case presented information about the benefits of the proposal. The board members discussed and gave their input. Scott moved, White seconded to approve the proclamation. Motion carried by unanimous voice vote.

Authorization of Village Administrator and Village Engineer to solicit bids for Alley Reconstruction: Owen explained this item. Czyzewski moved, Littel seconded to approve the authorization. Motion carried by unanimous voice vote.

Consider Award of Contract 23-101 For Street Reconstruction Projects: Owen explained this item. Fendrick moved, White seconded to award the contract to Rule Construction. Motion carried by unanimous voice vote.

Library 2022 Annual Report: Library Director Jessica Gretzinger gave her annual report.

Consider making alley between 2nd Street and 3rd Street running from Front Street to Main Street one-way: Owen explained this item. Police Chief Doug Vierck spoke about the Public Safety Committee's recommendation, and his personal recommendation. Todd Cash, owner of Trail This, and Peter Waltz, neighboring property owner, spoke in opposition. Skal Public House owner Brian Ladow spoke in support. The board members discussed and gave their input. Scott moved, White seconded to decline making the alley a one-way. Motion carried by unanimous voice vote.

Littel moved, Scott seconded to move the Tennis/Pickle Ball discussion up to the next item. Motion carried by unanimous voice vote.

Consider Additional funding for Tennis/Pickle Ball Court Renovation: Owen explained this item. Halverson gave details on the discussion that took place at the Parks, Recreation, and Forestry Committee meeting. Halverson moved, Scott seconded to approve the additional funding. Motion carried by unanimous voice vote.

Discussion/Consideration on Consistency of Steve Brown Apartments with Village Plans: Owen explained this item. Village Planner Ben Rohr spoke about the Village's downtown plan and fielded questions from the board. Mark Mostrom and Steve Grundahl spoke about their concerns with parking. Destinee Udelhoven spoke about the discussion at the Plan Commission meeting and why the item was tabled. Attorney Kleinmaier gave his input.

Consider recommendation for Resolution 2023-02 Conditional Use Permit for sports fields at 1960 and 1980 Commerce Drive: Owen explained this item. Attorney Kleinmaier spoke about the state statutes in regards to Conditional Use Permits. The board members gave their input. Littel moved, Czyzewski seconded to approve Resolution 2023-02. The motion failed on a 3-4 roll call vote.

Releasing TID obligations for 1960 and 1980 Commerce Drive: This item was not needed, as Resolution 2023-02 did not pass.

Consider adding two citizen members to Parks, Recreation, and Forestry Commission: Halverson and Owen explained this item. Board members gave their input. This item will come back to the board with an ordinance amendment.

Consideration of proposed Arbor Day Proclamation: Littel moved, Scott seconded to approve the Arbor Day Proclamation. Motion carried by unanimous voice vote.

Consider Claim against the Village of Mount Horeb-Alleged Trip and Fall on South Second Street: Owen explained this item. Czyzewski moved, Fendrick seconded to deny the claim. All aye, with the exception of Scott, who recused herself from the voice vote. Motion carried.

Consider April 17, 2023 for Reorganizational Meeting: Owen explained this item. The board set the meeting for April 17th, 2023 at 5:30pm.

Consider Pay Request #1 for Project 23-100: Owen explained this item. Czyzewski moved, Scott seconded to approve the pay request. Motion carried by unanimous voice vote.

Committee reports: All committee reports were given, with no action taken.

Village President's report: Littel thanked the community, staff, and trustees, both current and former. He also congratulated Czyzewski on being elected as Village President.

Village Administrator's report: Owen thanked Littel for his hard work during his tenure.

Village Clerk's report: Gaffney reported on April 4th Spring Election results.

Closed Session: Discussion/Consideration: Purchas of property for parkland (Meylor Farm). The Village Board may convene in closed session as authorized by Wisconsin Statute 19.85(1)(e) for the purpose of deliberating or negotiating the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Village Board may reconvene in open session and discuss and take action on the subject matter discussed in closed session: Fendrick moved, White seconded to convene to closed session at 9:18pm. Motion carried by unanimous roll call vote. There was no action taken.

Adjournment: At the end of closed session, Gauger moved, Littel seconded to adjourn the meeting at 9:45pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gaffney, Village Clerk

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD REORGANIZATIONAL MEETING MINUTES
MONDAY, APRIL 17, 2023**

The Village Board of the Village of Mount Horeb met on the above date in-person in the Board Room of the Municipal Building.

Call to Order/Roll Call: Village President Randy Littel called the meeting to order at 5:30pm. Present were Village Board Trustees Tim White, Brett Halverson, Ryan Czyzewski, Cathy Scott, and Jason Fendrick. Trustee Nate Gauger was absent. Also present were Administrator Nic Owen, Village Clerk Alyssa Gaffney, and Youth-In-Government students Ethan Fendrick and Siobhan Mertz.

Trustee oath/swearing-in and presentation of Certificates of Election: Clerk Gaffney swore in Ryan Czyzewski as Village President, and Brett Halverson and Ben Jones as Village Trustees. She presented each of them with their Certificate of Election.

Consideration of Proclamations Recognizing Service: Incoming Village President Ryan Czyzewski read proclamations for outgoing President Randy Littel and outgoing Trustee Jason Fendrick. Fendrick also read a statement he had prepared.

Consider Committee and Commission appointments: Nathan McGree, owner of Tyrol Basin, spoke and inquired about the process of appointing citizens to committees. Czyzewski explained the process and reviewed the new appointments and changes to the list presented to the committee. Scott moved, White seconded to add Nathan McGree to the Tourism Commission as the sixth member, contingent upon changing the ordinance from five members to six. Motion carried by unanimous voice vote. Czyzewski moved, Littel seconded to add Fendrick as an alternate to the Board of Review Committee. All voted aye, with the exception of Fendrick, who abstained. Motion carried. Halverson moved, Littel seconded to approve the new appointments as presented by Czyzewski. Motion carried by unanimous voice vote.

Discussion on Vacant Trustee Seat: Czyzewski explained this item. He stated that he would like to appoint Marc Schellpfeffer as the trustee to fill the vacant seat. The board discussed the appointment and asked questions.

Adjournment: There being no further business before the Board, Littel moved, Fendrick seconded to adjourn the meeting at 6:14pm, carried by voice vote.

Minutes by Alyssa Gaffney, Village Clerk



AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 6.c

Recommendation on Facade and Building Improvement Grant Application: Botham Investments, 305 E Main Street

BACKGROUND

Botham Investments, 305 E Main Street, has submitted an application for the facade and building improvement program for renovation of the front porch and installing a new driveway to the rear of the building off of Front Street. The total grant request is \$4,150. Botham had previously received a direct incentive from TID 5 in 2021 for the expansion of her business at this same location.

RECOMMENDATION

The CDA recommends approval.

ATTACHMENTS

1. Botham Investments 3-17-23 Facade & Building Program Application_1.21.21
2. Botham Ink Asphalt -- signed contract
3. Botham Ink Policy Declaration
4. 1FEA0549-71DA-4A8D-B901-D56937351545_1_105_c
5. 50CA8771-8DB4-4B11-8A68-AA778CA718FD_1_105_c
6. CB1608F2-F88F-4D55-A4C3-E769C291973C_1_105_c
7. D6065DC9-5BCD-4399-B56B-A89F284227C1_1_105_c
8. DC31BB2B-BF34-42C5-B320-AE7FC4DE0F4A_1_105_c
9. FAC8AA01-FE15-4775-89B7-343747437D0B_1_105_c



Village of Mount Horeb Façade/Building Improvement Grant and Loan Application

Date: March 17, 2023Program (circle all that apply): Façade Grant Bldg. Rehab Grant Bldg. Rehab LoanProject Name: Front Porch rehabilitation/paving rear drivewayApplicant Name: Sarah Botham -- Botham, InvestmentsProject Address: 305 E. Main St. Mount HorebApplicant Phone Number: 608.444.1101 Email: sarahbotham@bothamink.com

Property Owner (if other than applicant): _____

Lease Term (if applicable): _____

General Project Description: Remove and replace existing wooden railings and posts, banisters and newel posts on front porch with TimberTek composite material in white and of similar style. The front porch floor and pillars will also be repainted. Additionally the new driveway at the rear of the building is to be graded and paved with asphalt.

Estimated Start Date: June 1 Estimated Completion Date: June 30, depending on contractor availability.

Total Project Cost (hard and soft costs): \$17,000

Total Grant Requested (\$): _____ Total Loan Requested (\$): _____

_____ Project Budget (attach additional pages if necessary):

List Individual Project Elements	Total Cost	Grant/Loan Request	Applicant Match (cash)*	Applicant Match (in-kind)*
Porch railings, posts, banisters & newel posts	\$4600 (includes estimated labor cost)			
Grading, gravel base and asphalt paving of rear driveway and parking area off Front Street.	\$12,000			
TOTALS	\$16,600			

*Total applicant match must equal at least 75% for façade and/or building rehabilitation grants, or 10% equity for rehabilitation loans. Matching funds may be in the form of cash for grant/loan-eligible project costs, or qualifying costs incurred as part of a building rehabilitation project ("in-kind", for grant program only). See corresponding program information sheet for complete lists of funding- and match-eligible items.

Village of Mount Horeb Façade/Building Improvement Program

General Contractor: Fink's Paving, Excavating & Concrete, Saeman Lumber + Azorian Construction

Contractor Contact Name: Gordon Brown - Finks **Phone Number:** 608.437.5779
Saeman Lumber 608.798.3321 Lukas Duddleston, Azorian Construction 608.772.3931

Selected Bank (for Building Rehab Loan): _____

Bank Contact Name: N/A **Phone Number:** N/A

Applicant Remarks: I have chosen to use local and area contractors for all parts of this project
as I continue to upgrade this building for near-term and future use. As time and resources allow,
I have additional plans to potentially install solar panels to the south-facing roof at the rear of the
building and make additional interior improvements. I am also planning to have the original portion
of the building painted sometime in the next 18-24 months.

Applicant's Certification:

The Applicant certifies that all information in this application and all documents submitted in support of this application are given for the purpose of obtaining a grant and/or loan under the Village of Mount Horeb Façade/Building Improvement Program and is true and complete to the best of the applicant's knowledge.

Signature of Applicant:  **Date:** 3-27-23

Signature of Property Owner:  **Date:** 3-27-23

Required Attachments:

- ✓ Site/building photos
- ✓ Copy of property lease, land contract or deed
- ✓ Written authorization from building owner (if applicant is tenant)
- ✓ Proof of property insurance
- ✓ Application fee (\$50.00 for each type of funding request), payable by check or money order to "Village of Mount Horeb"

Additional attachments, as appropriate

☒ Bids, estimates and/or contracts

Site plans, building floor plans, elevations, or other conceptual designs, including colors/materials for façade work

Business information, marketing materials, or other relevant documents demonstrating project viability and planned future uses of site/building

Note: Selected bank will require full financial statements and disclosure to evaluate the loan request. Please check with your bank to determine the required information, but submit it only to the bank, not the Village.

Please send this completed application and accompanying materials to:

Rowan Childs, Economic Development Director
138 E. Main Street
Mount Horeb, WI 53572
(608) 437-9417

FINK'S

Estimate/Proposal

PAVING, EXCAVATING & CONCRETE

2732 State Hwy 78 - Mount Horeb, WI 53572

O- 608.437.5779 www.finkspaving.com

Date: July 21, 2022

SUBMITTED TO:

Botham Ink

305 E Main St

Mt Horeb, WI 53572

Phone: 608-444-1101

Email: sarahbotham@bothamink.com

Job Name: New Asphalt

Job Location: Same

For furnishing the necessary labor, material, and equipment to complete the following:

New Asphalt

2194SF

\$8,750.00

- Dig out where needed, clean up edges, haul off site
- Install additional crushed limestone as needed to top dress existing base, grade and compact
- Pave with 2 ½ inches average compacted thickness of Commercial Grade Hot Mix Asphalt

Submitted by Fink's Paving, Excavating & Concrete – Gordon Brown

IF THIS PROPOSAL IS NOT SIGNED OR ACCEPTED AND RETURNED WITH 30 DAYS FROM THE DATE OF THIS PROPOSAL FINK'S PAVING & EXCAVATING INC. RESERVES THE RIGHT TO WITHDRAW THE PROPOSAL OR MODIFY THE TERMS OF THE PROPOSAL/CONTRACT. FINKS RESERVES THE RIGHT TO ADJUST PRICING OF THE PROPOSAL TO BE CONGRUENT WITH THE COST OF CURRENT MATERIAL & LABOR PRICES.

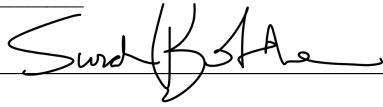
GENERAL NOTES:

- Unless otherwise indicated, the following are NOT included in this proposal; Signage, bond fees, tree trimming, rock excavation, relocating utilities or other unknown subsurface facilities or structures, surveying and construction staking, permits, backfilling, restoration of lawn or other landscaping areas.
- **Landscaping is NOT included and is solely the owner/contractor's responsibility**
- Undercut of unstable or 'soft' areas will be done on a time and material basis only and will need owner approval prior to excavation. If directed to proceed without remedy, the warranty will be void.
- Location of private lines (lighting, remote systems, gate sensors, sprinklers, etc.) provided by owner.

Acceptance of Proposal: The above prices, specifications and conditions of sale are satisfactory and are hereby accepted. You are authorized to complete the work as specified. It is understood that any alterations or deviations from the above specifications will be executed only upon a written change order and will become an extra charge over and above the estimate unless so stated on the change order.

Date of Acceptance: September 1, 2022

Owner/Contractor/Agent: (Printed) Sarah Botham

Signature: 

Owner/Contractor/Agent has read, understood, and has agreed to the Proposal Terms and Conditions including the warranty listed on page two and three of this proposal. Initials: SB

Please save a copy of this proposal for your own records.

Proposal Terms and Conditions

Notice of Lien Rights: AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, FINK'S PAVING, EXCAVATING INC. HERBY NOTIFIES BUYER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON THE BUYER'S LAND MAY HAVE LIEN RIGHTS ON THAT LAND IF THEY ARE NOT PAID FOR SUCH LABOR OR MATERIALS. THOSE ENTITLED TO LIEN RIGHTS IN ADDITIONS TO FINK'S PAVING & EXCAVATING INC. ARE THOSE WHO CONTRACT DIRECTLY WITH THE BUYER OR THOSE WHO GIVE THE BUYER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. THE BUYER WILL PROBABLY RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIAL FOR THE CONSTRUCTION AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THEIR MORTGAGE LENDER, IF ANY, FINK'S PAVING & EXCAVATING INC. AGREES TO COOPERATE WITH THE BUYER AND THEIR LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

Warranty: All material is guaranteed to be as specified and all work is guaranteed to be completed in a workmanlike manner according to standard practices. This guarantee shall last for a period of one year from the date of completion of the work. All guarantees are void if payment is not made as specified. For this warranty to be effective, we must have **in writing** within (10) days of the first knowledge of any defect by the Owner/Contractor or Agent. Warranty excludes remedy for damage or defect caused by abuse, modification not executed by Fink's Paving & Excavating Inc. its subcontractors or suppliers, improper or insufficient maintenance, improper operation, normal wear and tear under normal usage or excessive manipulation over the original design criteria. This limited warranty does not apply to damage resulting from other exterior asphalt, **landscaping**, fire, flood, earthquake, defective substance, or other acts of God altering areas near your driveway or other exterior asphalt so that drainage or water runoff undermines your driveway or other exterior asphalt, the growth of trees (including roots) or plants near your driveway or other exterior asphalt. Warranty excludes damage caused by the driving or parking of trucks over one-half ton. No guarantee is warranted on asphalt overlays.

Site Drainage: Fink's Paving & Excavating Inc. reserves the right to refuse to construct a pavement unless minimum grades of 2% are attainable for surface drainage. If the Owner/Contractor directs construction with less than a minimum grade of 2% or if the plans do not provide 2% drainage in all directions, it is understood and agreed that water ponding may occur, and no warranty will attach to the Work. Fink's Paving & Excavating Inc. is not responsible for the redesigning of plan grades in order to establish a minimum 2% drainage.

Subgrade/Aggregate Base: No materials to be places on a wet, unstable or frozen subgrade. If Owner/Contractor subgrades the base and refuses Fink's Paving & Excavating Inc. grading services, and the pavement fails, the warranty will be void.

Access: Physical access by heavy equipment and material delivery vehicles to the site that is the subject of this contract may result in physical damage to property including but not limited to existing pavement, landscape or structures. Fink's Paving & Excavating Inc. will cooperate with the Owner/Contractor in finding alternative access solutions, but the Owner/Contractor does herby release and hold harmless Fink's Paving & Excavating, Inc. from any claims for physical damage caused from access to the site. Owner/Contractor agrees that any physical damage to property caused by Fink's Paving & Excavating Inc.'s heavy equipment and material delivery vehicles in the process of gaining access to the site, where no other access options have been made available, shall be the responsibility of the Owner/Contractor.

Utilities: Fink's Paving & Excavating Inc. is responsible for calling Digger's Hotline to mark utilities for the proposed Work. Fink's Paving & Excavating Inc. will not be responsible for damage to any private or public underground utilities or other hidden conditions if the Owner/Contractor or Digger's Hotline fails to give Fink's Paving & Excavating Inc. advance notice of their existence and location. Owner/Contractor agrees to indemnify and hold Fink's Paving & Excavating harmless for any loss, expense or damage resulting from, arising out of, or in any way related to such condition.

Restoration: Fink's Paving & Excavating Inc. will be not responsible for any restoration of adjacent areas disturbed as a result of construction, including but not limited to, stone shoulder, adjustment of drainage structures or landscaping that may need to be performed to allow for proper drainage of water from the surface of the new pavement unless otherwise agreed to in the scope of work. Landscaping is not included nor an offered service we provide and is solely the owner/contractors responsibility.

Spills & Weeds: Gasoline and repeated oil spillage will soften and break down asphalt and patch work. These types of spills will be at the Owner/Contractors expense and not covered under the warranty. Weeds may grow through asphalt, are easily killed with any type of commercial weed killer.

Work of Others: Prior to the commencement of the Work, the work of others shall be completed to such an extent as that it will not in any way conflict with or interfere with the Work. If Fink's Paving & Excavating Inc. is directed to commence Work prior to the time of such other work is completed, Owner/Contractor agrees to pay the costs of any extra mobilizations or reduced productivity attributable to Fink's Paving & Excavating Inc. commencing any of the Work before any others have completed their work.

Subcontracting: Fink's Paving & Excavating Inc. reserves the right to subcontract any of the proposed Work.

Changed Conditions: Any changed condition of the job specifications involving extra costs will be performed only upon submission of a written change order, and Owner/Contractor will be required to pay Fink's Paving & Excavating Inc. an extra charge over and above the original contract price for performance of the requested change order.

Heaving and Cracking: Heaving of asphalt pavements caused by, but not limited to, wet conditions, expansive soils and freeze-thaw cycles, is not the responsibility of Fink's Paving & Excavating Inc. Cracking of asphalt pavements caused by, but not limited to, freeze-thaw cycles, excessive drying of expansive soils, clay soils and reflective cracking, is not the responsibility of Fink's Paving & Excavating Inc. Fink's Paving & Excavating Inc. assumes no responsibility for cracking along edges of drives in which backfilling has not occurred, landscaping is not including in proposal and is the owner's responsibility.

Care and Maintenance: Driving on new asphalt surfaces should not take place until 2-3 days after installation during normal weather conditions. If temperatures are extremely high when asphalt is installed a period of 3-6 days should take place before using the drives. Do not park on the new surface under normal conditions before the one-week interval. No kickstands should be used on new asphalt for a period of one year. Keep car tires off the edges of new asphalt. There can be a noticeable surface porosity at first, but rubber tire traffic will knead and seal these pores once the appropriate waiting period is observed.

Insurance/Indemnification: This Proposal is contingent upon the express agreement that indemnification, defense, additional insured status, and waivers of subrogation, if required by the Owner/Contractor, shall be provided by Fink's Paving & Excavating Inc., but only to the extent of Fink's Paving & Excavating Inc.'s negligent acts or omissions in the performance of its work. Owner/Contractor to carry any necessary property insurance on the Work. Fink's Paving & Excavating Inc. workers are fully covered by Workers' Compensation Insurance. Fink's Paving & Excavating will meet insurance limits of liability by using a combination of primary insurance policies and umbrella/excess policies.

Limited Liability: Owner/Contractor shall hold harmless Fink's Paving, Excavating Inc. and shall be solely responsible for damages to property of Owner/Contractor or others necessitated for the performance of this contract except for such damages caused by our negligence.

Damage Waiver: Any claim for property damage is conclusively waived unless presented to Fink's Paving & Excavating Inc. in writing within seven (7) calendar days of the occurrence.

HVAC Systems: All HVAC units and corresponding equipment must be disconnected and moved out of the work area prior to the start of the project. The property owner/contractor is solely responsible for all costs related to the disconnection and reconnection of said units. If directed to proceed while said units are in place, the property owner waives any liability for Fink Paving & Excavating Inc.

Acceptance of Material/Labor: All materials and labor are conclusively accepted as satisfactory unless objected to in writing within seven (7) calendar days of performance.

Compliance with Laws: Owner/Contractor, at its sole expense, shall comply with and obtain all necessary license and permits under present and future laws, statutes, ordinances, rules orders or regulations of any governmental body having jurisdiction over the site, the Work, or the Owner/Contractor shall bear the sole cost of any fines or penalties for failure to comply with or obtain the same and shall indemnify and hold Fink's Paving & Excavating Inc. harmless for any fine, penalty or expense resulting from, arising out of, or in any way related to Owner/Contractor's violations under this paragraph.

Payment: Payment is due and payable upon completion of the job and receipt of the invoice. Terms of payment shall be in net on receipt of invoice. A 1.5% per month, 18% per annum services charge shall be charged on all outstanding balance. Should it be necessary to force collection any monies due herein, Owner/Contractor shall be responsible for all costs, including reasonable attorney's fees. All credit card payments will have a 3% processing fee add to the total of the invoice.

Entire Agreement

This written Proposal/Agreement consisting of two sides contains the entire Agreement and understanding between the parties and no provision, terms, warranties, representations of promise, weather expressed or implied other than those set forth herein are binding on either party.

Captions: The captions and headings at the beginning of each section of this proposal are for convenience only and are to be given no weight in constructing the provisions of this agreement.

FINK'S Paving, Excavating & Concrete, Inc
2732 State Hwy 78 Mount Horeb, WI 53572
We're not Satisfied until You're Satisfied



American Family Insurance - Business Insurance
Underwritten by: Midvale Indemnity Company
A Wisconsin Stock Company

Send policy correspondence to:

PO Box 5316
Binghamton, NY 13902
866-908-0626

CHRISTINA SMITH-GALLAGHER

Information as of: 02/05/2023

POLICY DECLARATIONS

This document and your policy contract define our insuring agreement. In return for payment of premium and subject to all the terms of this policy, we agree to provide you insurance as stated in the policy.

Policy Information

Named Insured: WISCOBOXES LLC
BOTHAM INVESTMENTS
LLC

Policy Number: BPP1072028

E-mail Address:
sarahbotham@bothamink.com

Policy Type: Business Owner's Policy (BOP)
Policy Period: 02/05/2023 to 02/05/2024 12:01AM
Standard Time at Primary Location

Phone: (608) 437-2202

Location Information

Location #1 (primary location)

Address: 305 E MAIN ST
MOUNT HOREB, WI 53572

Coverage Information (applies to all buildings at Location #1)

Business Personal Property Limit: \$28,122

Deductible (applies per location, per occurrence): \$500

Windstorm or Hail Percentage Deductible (applies
per location, per occurrence): Not Applicable

Policy Coverage

 (limits & deductibles shown are non-stackable across locations)

	Limit of Insurance	Deductible
<i>Liability Coverage</i>		
Business Liability (per-occurrence limit/annual aggregate limit):	\$2,000,000/\$4,000,000	None
Damage to Premises Rented to You	\$300,000	None
Medical Expenses (per person)	\$5,000	None
<i>Property Coverage</i>		
Business Income & Extra Expense	12 months actual loss sustained	None
Personal Property Off-Premises	\$10,000	\$500
Business Income - Extended Period of Indemnity	60 days	None
Business Income from Dependent Properties	\$5,000	None
Business Income - Payroll Expense	60 days	None

Other Coverage

Accounts Receivable (on-premises/off-premises)	\$10,000/\$5,000	\$500
Valuable Papers & Records (on-premises/off-premises)	\$10,000/\$5,000	\$500
Electronic Data	\$10,000	\$500
Interruption of Computer Operations	\$10,000	\$500
Fire Department Service Charge	\$10,000	None
Forgery or Alteration	\$2,500	\$500
Money & Securities (on-premises/off-premises)	\$5,000/\$5,000	\$500
Equipment Breakdown Coverage	See policy form	See policy form
Cyber Suite Without Business Income	See policy form	See policy form

Policy Premium

\$586

Premium Taxes, Surcharges and Fees (note: included in Policy Premium above)

Cyber Claim Support and Risk Management Fee \$7.00

Discounts Applied to This Policy:

Marketing Source
Full-Pay
Loss-Free
Loyalty

Policy Forms and Endorsements

BP_00_03_07_13 BUSINESSOWNERS COVERAGE FORM
BP_01_27_11_18 WISCONSIN CHANGES
BP_04_17_01_10 EMPLOYMENT-RELATED PRACTICES EXCLUSION
BP_04_48_07_13 ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION
BP_04_83_01_10 REMOVAL OF INSURANCE-TO-VALUE-PROVISION
BP_04_92_07_02 TOTAL POLLUTION EXCLUSION
BP_05_01_07_02 CALCULATION OF PREMIUM
BP_05_15_01_15 DISCLOSURE PURSUANT TO TERRORISM RISK INSURANCE ACT
BP_05_17_01_06 EXCLUSION - SILICA OR SILICA-RELATED DUST
BP_05_23_01_15 CAP ON LOSSES FROM CERTIFIED ACTS OF TERRORISM
BP_05_77_01_06 FUNGI OR BACTERIA EXCLUSION (LIABILITY)
BP_12_31_01_10 ADDITIONAL INSURED - BUILDING OWNER
BP_14_86_07_13 COMMUNICABLE DISEASE EXCLUSION
BP_15_04_05_14 EXCLUSION - ACCESS OR DISCLOSURE OF CONFIDENTIAL OR PERSONAL INFORMATION AND DATA-RELATED LIABILITY - WITH LIMITED BODILY INJURY EXCEPTION
BP_77_01_07_16 EQUIPMENT BREAKDOWN COVERAGE
BP_IN_01_07_13 BUSINESSOWNERS COVERAGE FORM INDEX
CYB_00_01_06_19 CYBER COVERAGE INSURANCE
IL_N_001_09_03 FRAUD STATEMENT

In witness whereof, we have caused this policy to be signed by our authorized officers.

BID BP 1001 07 17

Page 2 of 3

Page 15 of 251

Home Office
MIDVALE INDEMNITY COMPANY
6000 American Parkway
Madison, WI 53783



Tony DeSantis'
President



David Holman
Secretary















AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 6.d

Recommendation on Nomination of Citizen Members to Committees

BACKGROUND

Consent agenda item requested by VB President Ryan Czyzewski via email on 4/19/2023 & 4/25/2023

RECOMMENDATION

Consideration to add citizen members to Committees

- Diana Rothamer - Alternate on Board of Review
- Tara Hogseth - Parks, Recreation & Forestry
- John Kats - Revolving Loan Fund Committee
- Nathan McGree - Tourism Commission
- School Board Designee to be determined - Parks, Recreation & Forestry
- Ethan Fendrick - Sustainability & Natural Resources Committee

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 6.e

Consideration of Ordinance 2023-03 Amending Tourism Commission

BACKGROUND

At the reorganization meeting, the Board directed staff to amend the section of code to expand the Tourism Commission to allow an additional citizen member, making the maximum number of Commissioners 6. The amendment also allows for a non-resident to serve on the Commission if they have experience that would be beneficial to the Village.

RECOMMENDATION

ATTACHMENTS

1. Ord 2023-03 Amend Tourism Commission

**VILLAGE OF MOUNT HOREB
ORDINANCE 2023-03**

AN ORDINANCE TO AMEND SECTION 3.10 COLLECTION OF A TAX ON OVERNIGHT
LODGING

The Village Board of the Village of Mount Horeb, Dane County, Wisconsin, do ordain
as follows:

3.10 Collection of Tax on Overnight Lodging

4. Creation and duties of Tourism Commission.

A. The Tourism Commission shall consist of at least five and up to **six** members, one of which shall be a Village Board member, who shall be appointed by the Village President with approval of the Village Board. The Tourism Commission shall have at least one owner and/or operator representative of the local lodging industry. Each member's term shall be for a one-year period and each member may serve multiple terms. **One member may be a non-resident of the Village if they have significant tourism marketing experience that would benefit the commission.** The Tourism Entity shall appoint a representative to serve as an ex-officio nonvoting member of the Tourism Commission. This ex-officio member will not be counted towards purposes of determining a quorum.

The foregoing ordinance was duly adopted by the Village Board of the Village Mount Horeb at its regular meeting held on May 3, 2023.

APPROVED:

Ryan Czyzewski, Village President

ATTEST:

Alyssa Gross, Village Clerk

APPROVED: _____
PUBLISHED/POSTED: _____



AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 6.f

Consideration of Ordinance 2023-04 Amend Parks, Recreation and Forestry Commission

BACKGROUND

At the last regular Village Board meeting, the Board approved 2 additional citizen members to the PRF commission to allow for greater diversity and more viewpoints. It was also recommended that one member of the commission be a representative of the School District.

RECOMMENDATION

ATTACHMENTS

1. Ord 2023-04 Amend PRF

**VILLAGE OF MOUNT HOREB
ORDINANCE 2023-04**

AN ORDINANCE TO AMEND SECTION 1.27 PARK, RECREATION AND FORESTRY
COMMISSION

The Village Board of the Village of Mount Horeb, Dane County, Wisconsin, do ordain as follows:

1.27 Park, Recreation and Forestry Commission

(1) How Constituted. The Park, Recreation and Forestry Commission shall consist of two Trustees, one of whom shall be appointed by the Village President as Chairperson, and ~~three~~ **five** citizen members, all of whom may vote.

(2) Appointment and term.

(a) Trustee members. The Trustee members shall be appointed by the Village President, subject to confirmation by the Village Board, during April for the duration of their current terms of office as Trustees. The term of office shall begin May 1.

(b) Citizen members. The ~~three~~ **five** citizen members shall be residents of the Village and shall be appointed by the Village President during April, subject to confirmation by the Village Board, for terms of three years beginning May 1. **One of the citizen members shall be a representative of the Mount Horeb Area School District.** The terms of citizen members shall be staggered so that no more than two such regular appointments are made annually.

The foregoing ordinance was duly adopted by the Village Board of the Village Mount Horeb at its regular meeting held on May 3, 2023.

APPROVED:

Ryan Czyzewski, Village President

ATTEST:

Alyssa Gross, Village Clerk

APPROVED: _____
PUBLISHED/POSTED: _____



AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 6.g

Consider Pay Request 2 for Project 23-100

BACKGROUND

RECOMMENDATION

This is the second pay request for the water main/lead line project. Staff recommends approval.

ATTACHMENTS

1. SUB 2023-0426 Pay Request 2 Rule Contract 23-100

SMITHGROUP

April 26, 2023

Nic Owen
Village Administrator
VILLAGE OF MOUNT HOREB
138 East Main Street
Mount Horeb, WI 53572

Re Pay Request No. 2 – Contract 23-100, 2023 Water Service Replacements

Dear Nic,

Enclosed is Payment Request No. 2 from Rule Construction, Ltd. for work performed to date on the above referenced project. This payment request is recommended for payment in the amount of \$218,992.15. A summary of the payment is listed below, and the detailed request has been attached.

TOTAL AMOUNT REQUESTED TO DATE	\$318,004.00
LESS RETAINAGE	\$13,148.00
NET AMOUNT DUE	\$304,856.00
AMOUNT OF PREVIOUS PAYMENTS	85,863.85
AMOUNT DUE THIS APPLICATION	\$218,992.15

If you have questions, please do not hesitate to call. Thank you.

Sincerely,



Heather Brose, PE
Associate | Civil Engineer

cc: Rule Construction, Ltd. via Email

Contractor's Application for Payment No.

2

Application Period: March 23, 2023 to April 19, 2023		Application Date: 4/19/2023	
To (Owner): Village of Mt. Horeb	From (Contractor): Rule Construction, Ltd.	Via (Engineer): SmithGroup	
Project: Mt. Horeb Water Service Replacements	Contract: 23-100		
Owner's Contract No.: 23-100	Contractor's Project No.: 23-100	Engineer's Project No.: 23-100	

**Application For Payment
Change Order Summary**

Change Order Summary		
Approved Change Orders		
Number	Additions	Deductions

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: _____ Date: 4/19/2023

Payment of: \$ \$218,992.15
 (Line 8 or other - attach explanation of the other amount)

is recommended by: Heath R. Brase April 26, 2023
 (Engineer) (Date)

Payment of: \$ _____
 (Line 8 or other - attach explanation of the other amount)

is approved by: _____
 (Owner) (Date)

Approved by: _____
 Funding or Financing Entity (if applicable) (Date)

Contractor's Application

EJCDC® C-620 Contractor's Application for Payment
© 2013 National Society of Professional Engineers for EJCDC. All rights reserved.
Page 1 of 1



AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 6.h

Recommendation: Extraterritorial Certified Survey Map for Life Church

BACKGROUND

This Extraterritorial CSM adds part of lot one to lot 2 and formalizes the lot lines for lots 2 and 3. Staff has no concerns with the CSM.

RECOMMENDATION

Plan Commission recommends approval.

ATTACHMENTS

1. Life Church ET CSM

**APPLICATION
CERTIFIED SURVEY MAP
EXTRATERRITORIAL JURISDICTION**

Date: 04/03/2023 Fee: \$275.00 (see attached)

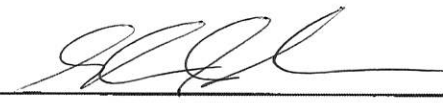
The undersigned owner/agent of the described property hereby requests approval of a certified survey map described as follows:

Location of property (town name and section) _____
Town of Blue Mounds Section 11

Owner Name: Life Church
Address: 2770 Brandywein Trail
Mount Horeb, WI 53572
Email Address: Shane Berken: srberken@gmail.com
Phone: 608-516-6223

The survey contains 3 lots and 40.13 acres.

Proposed zoning, if different, will be _____

SIGNED: 
(applicant)
PURCHASER
(applicant's interest in the property)

Applicant Name (if different from owner): _____

Address: _____

Email Address: _____

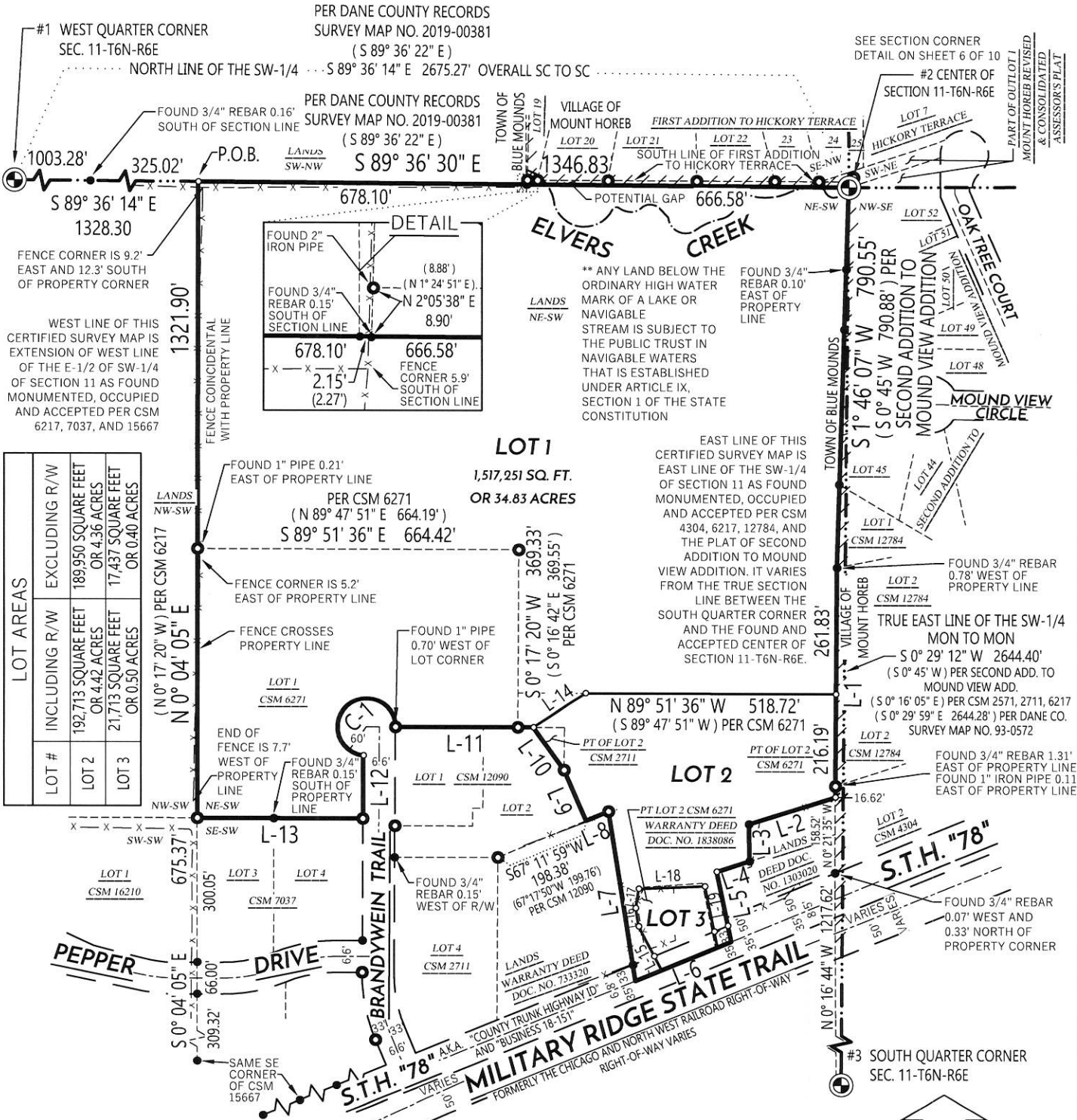
Phone: _____

Date of Plan Commission approval: _____

Date of Village Board approval: _____

CERTIFIED SURVEY MAP NO.

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LOT AREAS		
LOT #	INCLUDING R/W	EXCLUDING R/W
LOT 2	192,713 SQUARE FEET OR 4.42 ACRES	189,950 SQUARE FEET OR 4.36 ACRES
LOT 3	21,713 SQUARE FEET OR 0.50 ACRES	17,437 SQUARE FEET OR 0.40 ACRES

- LEGEND
- SECTION CORNER FOUND / RECOVERED
 - 3/4" REBAR FOUND
 - 1" IRON PIPE FOUND (UNLESS NOTED OTHERWISE)
 - 3/4" REBAR SET 1.50 LB/FT
 - CSM BOUNDARY
 - RIGHT-OF-WAY LINE
 - CENTERLINE
 - SECTION/QUARTER LINE
 - PLATTED LINE
 - CORPORATE LIMITS
 - CREEK CENTERLINE
 - RECORDED INFORMATION

- NOTES:
- FIELD WORK PERFORMED BY WYSER ENGINEERING, LLC. ON THE WEEKS OF OCTOBER 11TH, 2021 AND FEBRUARY 28TH, MARCH 7TH, AND NOVEMBER 14, 2022.
 - NORTH REFERENCE FOR THIS CERTIFIED SURVEY AND MAP ARE BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, WISCRS DANE, NAD 83 (2011), GRID NORTH. THE NORTH LINE OF THE SOUTHWEST QUARTER OF SECTION 11, T6N, R6E, BEARS S 89°36' 30" E
 - THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.
 - SEE SHEETS 2-5 OF 10 FOR FURTHER DETAILS ON OVERALL CSM BOUNDARY, EXISTING IMPROVEMENTS AND NEW AND EXISTING EASEMENTS.
 - SEE SHEET 6 OF 10 FOR CENTER OF SECTION 11-T6N-R6E DETAIL.
 - SEE SHEET 7 OF 10 FOR LINE AND CURVE TABLES.

NORTH

0' 150' 300'

WISCONSIN PROFESSIONAL LAND SURVEYOR

ZACHARY M. REYNOLDS S-3223 MOUNT HOREB WISCONSIN

PREPARED BY: 300 EAST FRONT STREET MOUNT HOREB, WI 53572 www.wyserengineering.com	PREPARED FOR: LIFE CHURCH 2770 BRANDYWEIN TRAIL MOUNT HOREB, WI 53572	SURVEYED BY: ZMR/MAL DRAWN BY: ZMR APPROVED BY: ZMR	VOL. _____ PAGE _____ DOC. NO. _____ SHEET NO: 1 of 10 C.S.M. NO. _____
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File: W:\2021\210825_Life Church - Town of Blue Mounds\dwg\210825_CSM.dwg Layout: CSM 1 of 10 User: Zach Plotted: Mar 31, 2023 - 1:09pm

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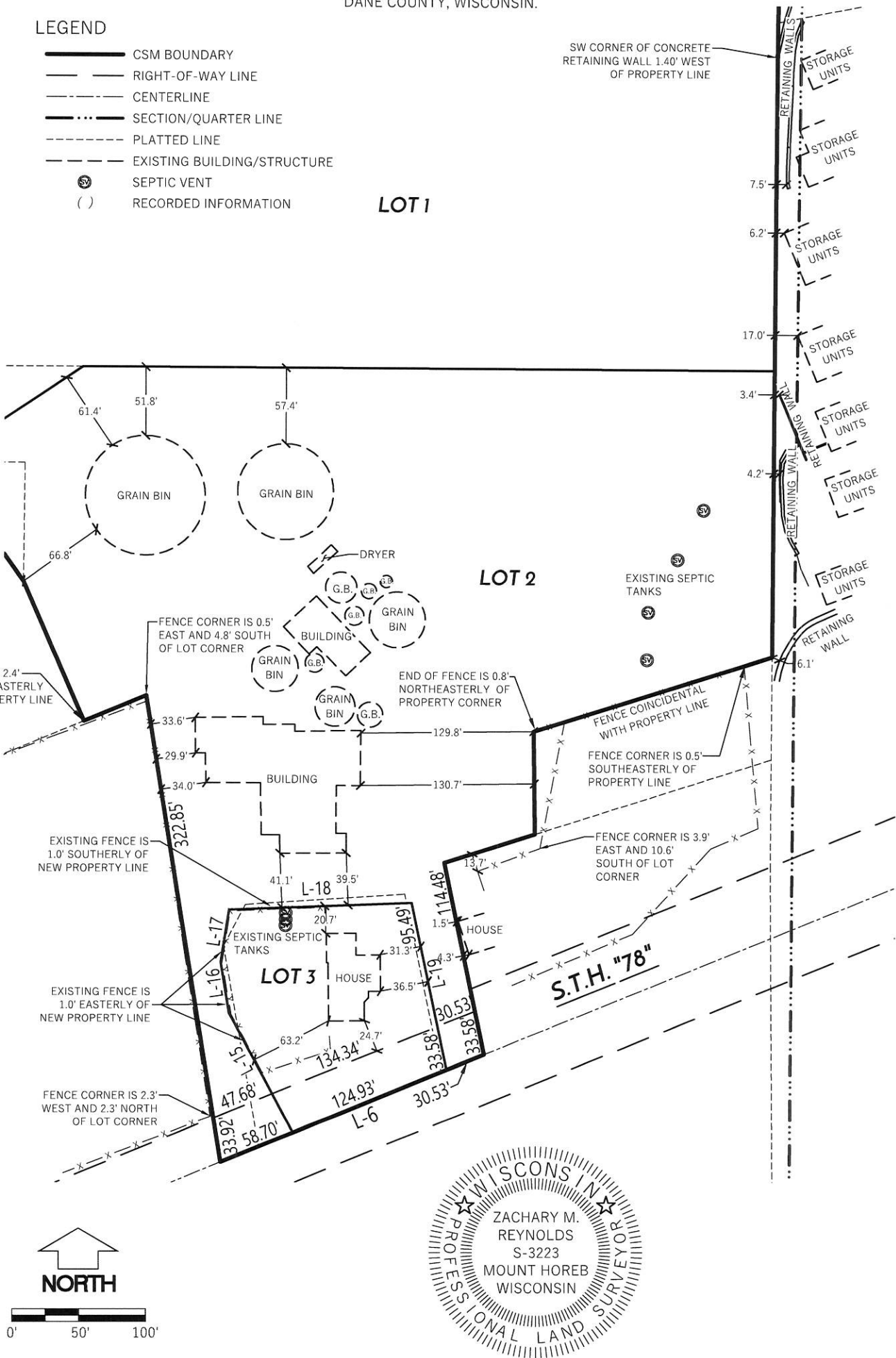
LEGEND

- CSM BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION/QUARTER LINE
- PLATTED LINE
- EXISTING BUILDING/STRUCTURE
- SEPTIC VENT
- RECORDED INFORMATION

LOT 1

LOT 2

LOT 3



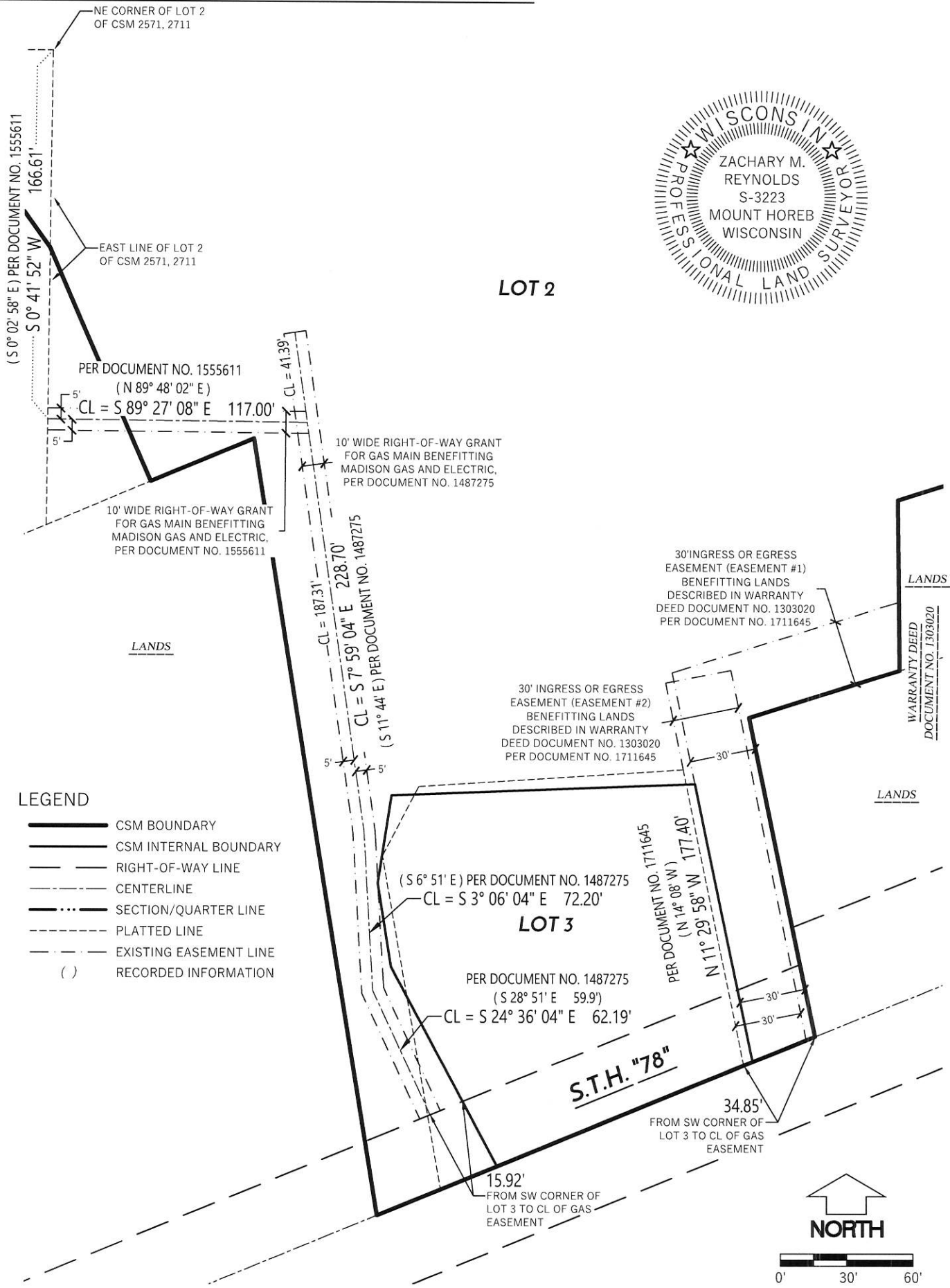
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WYSER ENGINEERING	PREPARED BY:	PREPARED FOR:	SURVEYED BY: ZMR/MAL	VOL. _____ PAGE _____
	300 EAST FRONT STREET	LIFE CHURCH	DRAWN BY: ZMR	DOC. NO. _____
	MOUNT HOREB, WI 53572	2770 BRANDYWEIN TRAIL	APPROVED BY: ZMR	C.S.M. NO. _____
	www.wyserengineering.com	MOUNT HOREB, WI 53572	PROJECT NO: 210825	
			SHEET NO: 2 of 10	

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LOTS 2 & 3 EXISTING IMPROVEMENTS AND EASEMENT DETAIL



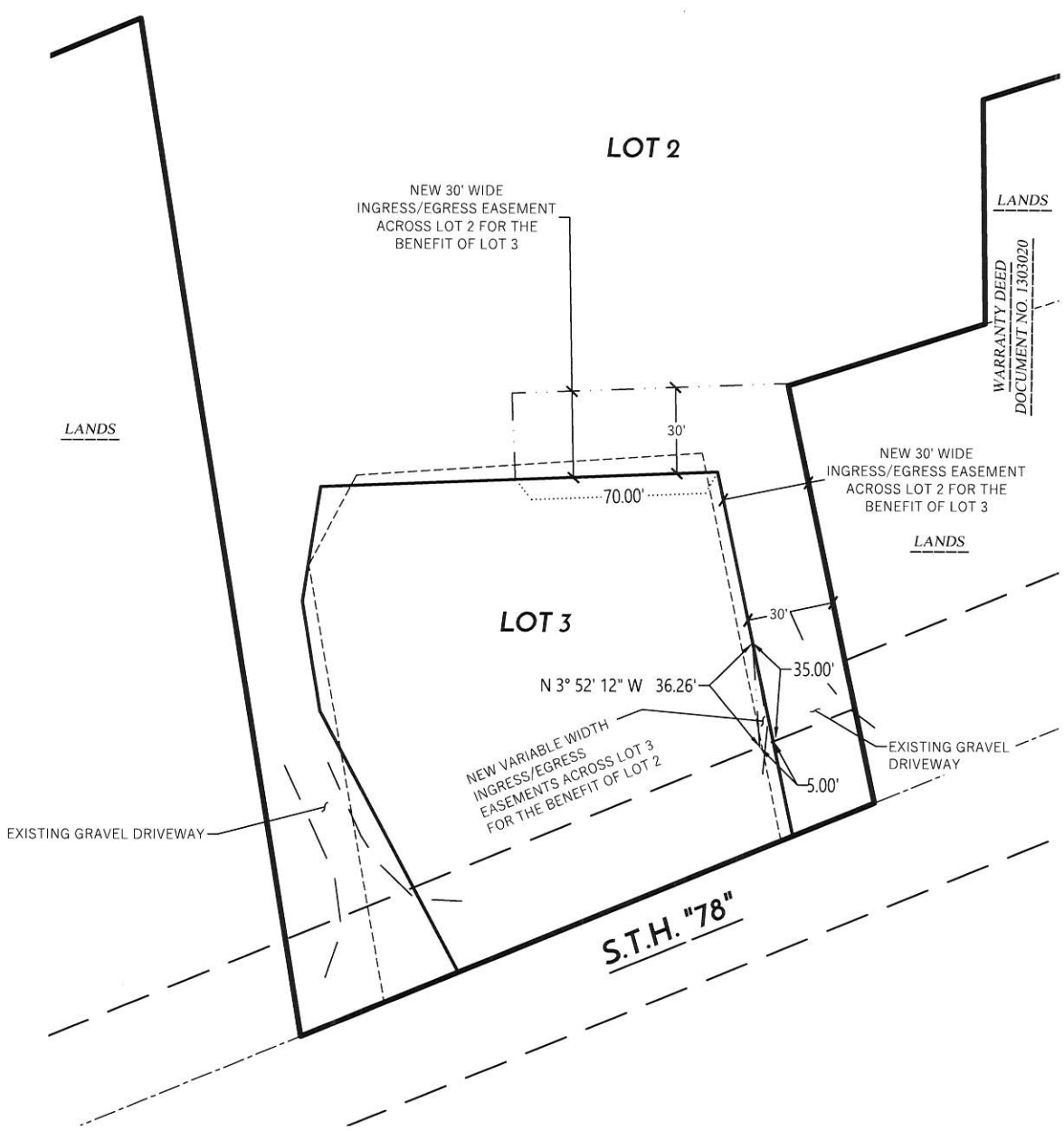
File: W:\2021\210825_Life Church - Town of Blue Mounds.dwg 210825_CSM.dwg Layout: CSM 3 of 10 User: Zach Plotted: Mar 31, 2023 - 1:18pm

WYSER ENGINEERING	PREPARED BY:	PREPARED FOR:	SURVEYED BY: ZMR/MAL	VOL. _____ PAGE _____
	300 EAST FRONT STREET	LIFE CHURCH	DRAWN BY: ZMR	DOC. NO. _____
	MOUNT HOREB, WI 53572	2770 BRANDYWEIN TRAIL	APPROVED BY: ZMR	C.S.M. NO. _____
	www.wyserengineering.com	MOUNT HOREB, WI 53572	PROJECT NO: 210825	SHEET NO: 3 of 10

CERTIFIED SURVEY MAP NO. _____

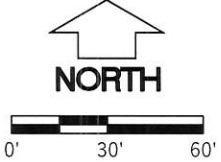
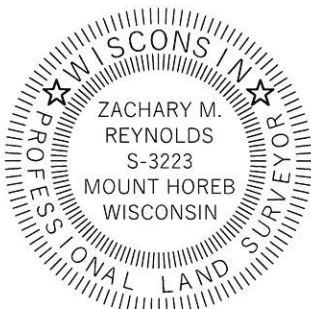
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LOTS 2 & 3 NEW EASEMENT DETAIL



LEGEND

- CSM BOUNDARY
- CSM INTERNAL BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION/QUARTER LINE
- PLATTED LINE
- NEW EASEMENT LINE
- () RECORDED INFORMATION



PREPARED BY: 300 EAST FRONT STREET MOUNT HOREB, WI 53572 www.wyserengineering.com	PREPARED FOR: LIFE CHURCH 2770 BRANDYWEIN TRAIL MOUNT HOREB, WI 53572	SURVEYED BY: ZMR/MAL DRAWN BY: ZMR APPROVED BY: ZMR	PROJECT NO: 210825 SHEET NO: 4 of 10	VOL. _____ PAGE _____ DOC. NO. _____ C.S.M. NO. _____
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LOT 1 EXISTING IMPROVEMENTS AND EASEMENT DETAIL

LEGEND

- CSM BOUNDARY
- CSM INTERNAL BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION/QUARTER LINE
- PLATTED LINE
- EXISTING EASEMENT LINE
- EXISTING BUILDING/STRUCTURE
- WELL
- SEPTIC VENT
- RECORDED INFORMATION

LOT 1



12.0' UTILITY EASEMENT
BENEFITTING THE VILLAGE
OF MOUNT HOREB PER
DOCUMENT NO. 4882857

630.0'

12.0'

EXISTING SEPTIC MOUND TO
BE REMOVED.
SEPTIC TANKS TO BE
ABANDONED IN PLACE.

SAN

SAN

EXISTING SHED

EXISTING WELL
TO REMAIN

EXISTING BUILDING

EXISTING FOUNDATION
BLDG ADD.
BEING
CONSTRUCTED

327.9'

82.3'

121.0'

106.2'

118.1'

LOT 2

LOT 3

S.T.H. "78"

BRANDYWEIN TRAIL

PEPPER DRIVE



0' 100' 200'

PREPARED BY:

300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:

LIFE CHURCH
2770 BRANDYWEIN TRAIL
MOUNT HOREB, WI 53572

SURVEYED BY: ZMR/MAL

DRAWN BY: ZMR

APPROVED BY: ZMR

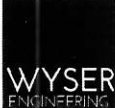
PROJECT NO: 210825

SHEET NO: 5 of 10

VOL. _____ PAGE _____

DOC. NO. _____

C.S.M. NO. _____

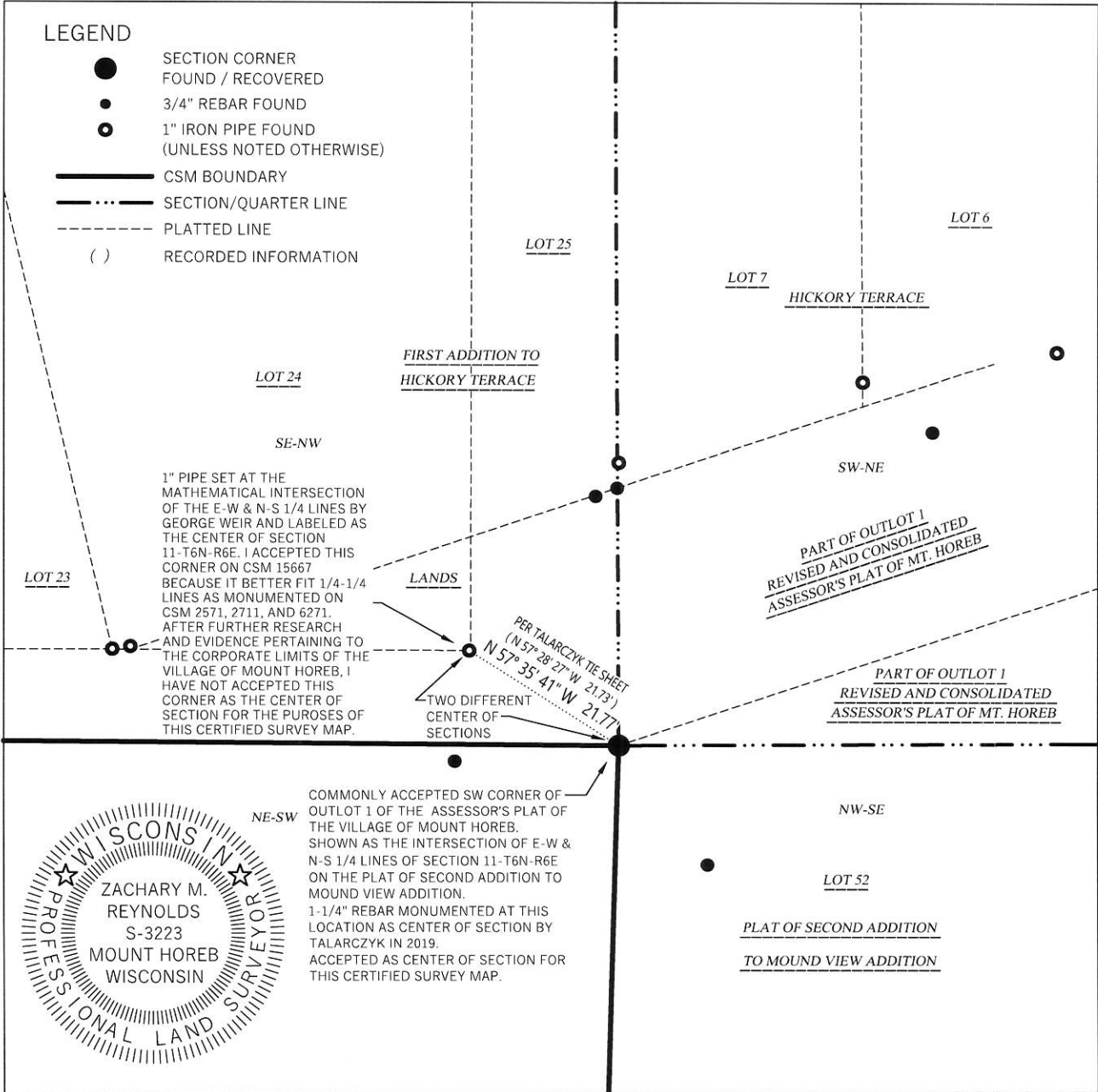


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PLSS SECTION CORNER MONUMENT TABLE		
MON. #	DESCRIPTION	DANE COUNTY COORDINATES NAD 83 (2011)
1	FOUND ALUMINUM CAP MONUMENT W CORNER OF SECTION 11 - T6N - R6E	N: 459,469.11 E: 720,586.39
2	FOUND 1-1/4" REBAR CENTER OF SECTION 11 - T6N - R6E	N: 459,450.82 E: 723,261.60 (N: 459,450.61 E: 723,261.59)
3	FOUND BRASS CAP MONUMENT S CORNER OF SECTION 11 - T6N - R6E	N: 456,806.52 E: 723,239.13 (N: 456,806.40 E: 723,239.20)

CENTER OF SECTION 11-T6N-R6E DETAIL



File: W:\2021\210825_Life Church - Town of Blue Mounds\dwg\210825_CSM.dwg Layout: CSM 6 of 10 User: Zach Plotted: Mar 31, 2023 - 1:27pm



PREPARED BY:
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
LIFE CHURCH
2770 BRANDYWEIN TRAIL
MOUNT HOREB, WI 53572

SURVEYED BY: ZMR/MAL
DRAWN BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 210825
SHEET NO: 6 of 10

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

CERTIFIED SURVEY MAP NO. _____

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LINE TABLE		
LINE #	LENGTH	DIRECTION
L-1	478.02'	S 0° 21' 35" W
()		S 0° 16' 05" E
(*)		S 0° 03' 48" W
(**)		S 0° 30' 36" W
(***)		S 0° 25' 29" W
L-2	187.75'	S 72° 24' 38" W
()	195.88'	S 72° 05' 16" W
(*)	187.71'	S 72° 05' 33" W
(****)	188.00'	S 69° 58' W
L-3	77.55'	S 0° 42' 10" E
()	77.60'	S 1° 03' 50" E
(*)		S 1° 02' 27" E
(****)	77.4'	S 3° 10' E
L-4	71.34'	S 72° 17' 12" W
()	71.23'	S 71° 58' 23" W
(*)	71.30'	S 71° 52' 35" W
(****)	71.3'	S 69° 58' W
L-5	148.06'	S 11° 39' 26" E
()	148.17'	S 12° 01' 07" E
(*)	148.07'	S 12° 03' 31" E
(****)		S 14° 21' E
L-6	214.16'	S 67° 39' 07" W
()	214.10'	S 67° 17' 50" W
(*)	214.29'	S 67° 15' 26" W
(*****)		S 62° 23' W

() PER CSM 2571, 2711, 6217, 12090
(*) PER SURVEY MAP NO. 2010-00820
(**) PER CSM 4304
(***) PER CSM 12784
(****) PER DEED DOC. NO. 1303020
(*****) PER U.S. PUBLIC WORKS PROJ.
NO. 156B-1935 PLAT OF RIGHT-OF-WAY,
REVISED 7-29-35

LINE TABLE		
LINE #	LENGTH	DIRECTION
L-7	356.77'	N 8° 58' 55" W
()	354.42'	N 9° 08' 39" W
(*)	354.54'	S 67° 15' 26" W
L-8	50.45'	S 67° 11' 59" W
()		S 67° 17' 50" W
(*)	50.30'	S 67° 04' 14" W
L-9	114.92'	N 23° 22' 03" W
()	115.45'	N 23° 36' 29" W
(*)	117.21'	N 24° 00' 56" W
L-10	109.60'	N 35° 29' 20" W
()	110.32'	N 35° 30' 35" W
(*)	110.36'	N 35° 36' 27" W
L-11	285.79'	N 89° 51' 36" W
()	287.51'	N 89° 47' 51" W
(*)		N 89° 45' 27" W
L-12	131.97'	S 0° 19' 45" W
()	131.45'	S 0° 02' 58" E
L-13	342.53'	N 89° 48' 50" W
()	342.08'	S 89° 47' 51" W
L-14	130.12'	N 56° 15' 12" E
L-15	102.36'	N 27° 51' 19" W
L-16	38.76'	N 8° 58' 55" W
L-17	40.19'	N 8° 55' 24" E
L-18	137.22'	N 87° 44' 09" E
L-19	129.07'	S 11° 39' 26" E

() PER CSM 2571, 2711, 6217, 12090
(*) PER SURVEY MAP NO. 2010-00820
(**) PER CSM 4304
(***) PER CSM 12784
(****) PER DEED DOC. NO. 1303020
(*****) PER U.S. PUBLIC WORKS PROJ.
NO. 156B-1935 PLAT OF RIGHT-OF-WAY,
REVISED 7-29-35



CURVE TABLE							
CURVE #	CURVE LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH	TANGENT IN	TANGENT OUT
C-1	276.54'	60.00'	264° 04' 18"	S48° 06' 16"W	89.13'	S83° 55' 53"E	N0° 08' 24"E

File: W:\2021\210825_Life Church - Town of Blue Mounds.dwg Layout: CSM 7 of 10 User: Zach Plotted: Mar 31, 2023 - 3:55pm



PREPARED BY:
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
LIFE CHURCH
2770 BRANDYWEIN TRAIL
MOUNT HOREB, WI 53572

SURVEYED BY: ZMR/MAL
DRAWN BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 210825
SHEET NO: 7 of 10

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

CERTIFIED SURVEY MAP NO. _____

A CONSOLIDATION OF ALL OF LOT 1 AND PART OF LOT 2 OF CERTIFIED SURVEY MAP NO. 6217, RECORDED IN VOLUME 30 OF CERTIFIED SURVEYS ON PAGES 60-61 AS DOCUMENT NO. 2224925, AND PART OF LOT 2 OF CERTIFIED SURVEY MAP NO. 2711, RECORDED IN VOLUME 10 OF CERTIFIED SURVEYS ON PAGES 378-379 AS DOCUMENT NO. 1554805, AND UNPLATTED LANDS, ALL BEING A PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 11, TOWN 6 NORTH, RANGE 6 EAST, IN THE TOWN OF BLUE MOUNDS, DANE COUNTY, WISCONSIN.

LEGAL DESCRIPTION

A CONSOLIDATION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 6217, RECORDED IN VOLUME 30 OF CERTIFIED SURVEYS ON PAGES 60-61 AS DOCUMENT NO. 2224925, AND UNPLATTED LANDS, ALL BEING A PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 11, TOWN 6 NORTH, RANGE 6 EAST, IN THE TOWN OF BLUE MOUNDS, DANE COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST QUARTER CORNER OF AFORESAID SAID SECTION 11; THENCE ALONG THE NORTH LINE OF THE SOUTHWEST QUARTER OF OF SAID SECTION 11, SOUTH 89 DEGREES 36 MINUTES 30 SECONDS EAST, 1328.30 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID NORTH LINE OF THE NORTHWEST QUARTER OF SECTION 11, SOUTH 89 DEGREES 36 MINUTES 30 SECONDS EAST, 1346.83 FEET TO THE SOUTHWEST CORNER OF OUTLOT 1 OF THE REVISED AND CONSOLIDATED ASSESSOR'S PLAT OF MT HOREB, RECORDED IN VOLUME 10 OF PLATS ON PAGES 35-38 AS DOCUMENT NO. 683459; ALSO BEING THE NORTHWEST CORNER OF LOT 52 OF THE PLAT OF SECOND ADDITION TO MOUND VIEW ADDITION, RECORDED IN VOLUME 38 OF PLATS ON PAGES 46-47 AS DOCUMENT NO. 1328193, ALSO BEING THE ACCEPTED CENTER OF SAID SECTION 11; THENCE ALONG THE EAST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 11 AS FOUND MONUMENTED AND ACCEPTED, SOUTH 01 DEGREES 46 MINUTES 07 SECONDS WEST 790.55 FEET TO THE NORTHWEST QUARTER OF LOT 2 OF CERTIFIED SURVEY MAP NO. 12784, RECORDED IN VOLUME 81 OF CERTIFIED SURVEY MAPS ON PAGES 42-43 AS DOCUMENT NO. 4602030; THENCE CONTINUING ALONG SAID ACCEPTED EAST LINE OF THE SOUTHWEST QUARTER OF SECTION 11 AND THE WEST LINE OF SAID LOT 2 OF CSM 12784, SOUTH 00 DEGREES 21 MINUTES 35 SECONDS WEST, 478.02 FEET TO A CORNER OF AFORESAID LOT 2 OF CSM 6217; THENCE ALONG A SOUTHERLY LINE OF SAID LOT 2, SOUTH 72 DEGREES 24 MINUTES 38 SECONDS WEST, 187.75 FEET; THENCE ALONG AN EASTERLY LINE OF SAID LOT 2, SOUTH 00 DEGREES 42 MINUTES 10 SECONDS EAST, 77.55; THENCE ALONG A SOUTHERLY LINE OF SAID LOT 2, SOUTH 72 DEGREES 17 MINUTES 12 SECONDS WEST, 71.34; THENCE ALONG AN EASTERLY LINE OF SAID LOT 2, SOUTH 11 DEGREES 39 MINUTES 26 SECONDS EAST, 148.06 FEET TO THE SOUTHEAST CORNER OF SAID LOT 2, ALSO BEING A POINT ON THE CENTERLINE OF STATE TRUNK HIGHWAY "78"; THENCE ALONG THE SOUTHERLY LINE OF SAID LOT 2 AND SAID CENTERLINE OF STATE TRUNK HIGHWAY "78", SOUTH 67 DEGREES 17 MINUTES 50 SECONDS WEST, 214.16 THE SOUTHWEST CORNER OF SAID LOT 2; THENCE ALONG A WESTERLY LINE OF SAID LOT 2, NORTH 08 DEGREES 58 MINUTES 55 SECONDS WEST, 356.77 FEET; THENCE ALONG A SOUTHERLY LINE OF SAID LOT 2; SOUTH 67 DEGREES 11 MINUTES 59 SECONDS WEST, 50.45 FEET TO THE SOUTHEAST CORNER OF LOT 2 OF CERTIFIED SURVEY MAP NO. 12090, RECORDED IN VOLUME 74 OF CERTIFIED SURVEYS ON PAGES 275-276 AS DOCUMENT NO. 4289645; THENCE ALONG THE EASTERLY LINE OF SAID CSM 12090, NORTH 23 DEGREES 22 MINUTES 03 SECONDS WEST, 114.92; THENCE CONTINUING ALONG SAID EASTERLY LINE OF LOT 2 OF CSM 12090, NORTH 35 DEGREES 29 MINUTES 20 SECONDS WEST, 109.60 FEET TO THE NORTHEAST CORNER OF SAID LOT 2 OF CSM 12090; THENCE ALONG THE NORTH LINE OF SAID 12090, NORTH 89 DEGREES 51 MINTUES 36 SECONDS WEST, 285.79 FEET TO A POINT ON EAST RIGHT-OF-WAY OF BRANDYWEIN TRAIL, AND THE NORTHWEST CORNER OF LOT 1 OF SAID CSM 12090 AND THE START OF A NON-TANGENT CURVE; THENCE ALONG THE RIGHT-OF-WAY OF BRANDYWEIN TRAIL, 276.54 ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 60.00 FEET, THE CHORD BEARS SOUTH 48 DEGREES 06 MINUTES 16 SECONDS WEST, 89.13 FEET TO A POINT ON THE WEST RIGHT-OF-WAY OF BRANDYWEIN TRAIL; THENCE ALONG SAID WEST RIGHT-OF-WAY, SOUTH 00 DEGREES 19 MINUTES 45 SECONDS WEST, 131.97 FEET TO THE NORTHEAST CORNER OF LOT 4 OF CERTIFIED SURVEY MAP NO. 7037, RECORDED IN VOLUME 35 OF CERTIFIED SURVEYS ON PAGES 207-208 AS DOCUMENT NO. 2445442; THENCE ALONG THE NORTH LINE OF SAID CSM 7037, NORTH 89 DEGREES 48 MINUTES 50 SECONDS, 342.53 FEET TO THE SOUTHWEST CORNER OF AFORESAID LOT 1 OF CSM 6217, ALSO BEING THE NORTHWEST CORNER OF LOT 3 OF SAID CSM 7037, ALSO BEING THE NORTHEAST CORNER OF LOT 1 OF CERTIFIED SURVEY MAP NO. 16210, RECORDED IN VOLUME 120 OF CERTIFIED SURVEYS ON PAGES 44-45 AS DOCUMENT NO. 5884382, AND ALSO BEING THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF AFORESAID SECTION 11 AS FOUND MONUMENTED AND ACCEPTED; THENCE ALONG THE WEST LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, NORTH 00 DEGREES 04 MINUTES 05 SECONDS EAST, 1321.90 FEET BACK TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 1,724,638 SQUARE FEET OR 39.59 ACRES EXCLUDING RIGHT-OF-WAY, AND 1,731,679 SQUARE FEET OR 39.75 ACRES INCLUDING RIGHT-OF-WAY.

SURVEYOR'S CERTIFICATE

I, ZACHARY M. REYNOLDS, WISCONSIN PROFESSIONAL LAND SURVEYOR S-3223, DO HEREBY CERTIFY THAT BY DIRECTION OF LIFE CHURCH, I HAVE SURVEYED, DIVIDED, AND MAPPED THE LANDS DESCRIBED HEREON AND THAT THE MAP IS A CORRECT REPRESENTATION IN ACCORDANCE WITH THE INFORMATION PROVIDED. I FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS IN FULL COMPLIANCE WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION REGULATIONS OF THE TOWN OF BLUE MOUNDS AND DANE COUNTY, WISCONSIN.

ZACHARY M. REYNOLDS, S-3223
WISCONSIN PROFESSIONAL LAND SURVEYOR

DATE _____



PREPARED BY: 300 EAST FRONT STREET MOUNT HOREB, WI 53572 www.wyserengineering.com	PREPARED FOR: LIFE CHURCH 2770 BRANDYWEIN TRAIL MOUNT HOREB, WI 53572	SURVEYED BY: ZMR/MAL DRAWN BY: ZMR APPROVED BY: ZMR	PROJECT NO: 210825 SHEET NO: 8 of 10	VOL. _____ PAGE _____ DOC. NO. _____ C.S.M. NO. _____
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CERTIFIED SURVEY MAP NO. _____

A CONSOLIDATION OF ALL OF LOT 1 AND PART OF LOT 2 OF CERTIFIED SURVEY MAP NO. 6217, RECORDED IN VOLUME 30 OF CERTIFIED SURVEYS ON PAGES 60-61 AS DOCUMENT NO. 2224925, AND PART OF LOT 2 OF CERTIFIED SURVEY MAP NO. 2711, RECORDED IN VOLUME 10 OF CERTIFIED SURVEYS ON PAGES 378-379 AS DOCUMENT NO. 1554805, AND UNPLATTED LANDS, ALL BEING A PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 11, TOWN 6 NORTH, RANGE 6 EAST, IN THE TOWN OF BLUE MOUNDS, DANE COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

LIFE CHURCH, AS OWNER, WE HEREBY CERTIFY THAT WE CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED, MAPPED, AND DEDICATED AS REPRESENTED ON THIS CERTIFIED SURVEY MAP. I ALSO CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S. 236.34 OF THE WISCONSIN STATE STATUES TO BE SUBMITTED TO THE TOWN OF BLUE MOUNDS AND THE VILLAGE OF MOUNT HOREB FOR APPROVAL.

BY: _____
MANAGING MEMBER

STATE OF WISCONSIN) SS
DANE COUNTY) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2023,

THE ABOVE NAMED LIFE CHURCH MANAGING MEMBER, _____, TO ME KNOWN TO BE
THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

NOTARY PUBLIC, STATE OF WISCONSIN MY COMMISSION EXPIRES _____

OWNER'S CERTIFICATE

VITERRA USA GRAIN, LLC, AS OWNER, WE HEREBY CERTIFY THAT WE CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED, MAPPED, AND DEDICATED AS REPRESENTED ON THIS CERTIFIED SURVEY MAP. I ALSO CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S. 236.34 OF THE WISCONSIN STATE STATUES TO BE SUBMITTED TO THE TOWN OF BLUE MOUNDS AND THE VILLAGE OF MOUNT HOREB FOR APPROVAL.

BY: _____
MANAGING MEMBER
VITERRA USA GRAIN, LLC

STATE OF NEBRASKA) SS
DOUGLAS COUNTY) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2023,

THE ABOVE NAMED VITERRA USA GRAIN, LLC MANAGING MEMBER, _____, TO ME
KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

NOTARY PUBLIC, STATE OF WISCONSIN MY COMMISSION EXPIRES _____



File: W:\2021\210825_Life Church - Town of Blue Mounds.dwg User: Zach Platted: Mar 20, 2023 - 4:55pm Layout: CSM 9 of 10



PREPARED BY:
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
LIFE CHURCH
2770 BRANDYWEIN TRAIL
MOUNT HOREB, WI 53572

SURVEYED BY: ZMR/MAL
DRAWN BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 210825
SHEET NO: 9 of 10

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

CERTIFIED SURVEY MAP NO. _____

A CONSOLIDATION OF ALL OF LOT 1 AND PART OF LOT 2 OF CERTIFIED SURVEY MAP NO. 6217, RECORDED IN VOLUME 30 OF CERTIFIED SURVEYS ON PAGES 60-61 AS DOCUMENT NO. 2224925, AND PART OF LOT 2 OF CERTIFIED SURVEY MAP NO. 2711, RECORDED IN VOLUME 10 OF CERTIFIED SURVEYS ON PAGES 378-379 AS DOCUMENT NO. 1554805, AND UNPLATTED LANDS, ALL BEING A PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 11, TOWN 6 NORTH, RANGE 6 EAST, IN THE TOWN OF BLUE MOUNDS, DANE COUNTY, WISCONSIN.

VILLAGE OF MOUNT HOREB EXTRA-TERRITORIAL APPROVAL

THE VILLAGE OF MOUNT HOREB HAS APPROVED THIS CERTIFIED SURVEY MAP.

ALYSSA GAFFNEY
VILLAGE CLERK, VILLAGE OF MOUNT HOREB

DATE

TOWN OF BLUE MOUNDS APPROVAL

THE TOWN OF BLUE MOUNDS HEREBY ACCEPTS THE LANDS DEDICATED TO THE PUBLIC AND ACCEPTS THIS CSM.

MICHAEL FREITAG
CLERK, TOWN OF BLUE MOUNDS

DATE



OFFICE OF THE REGISTER OF DEEDS

_____ COUNTY, WISCONSIN

RECEIVED FOR RECORD _____

20__ AT _____ O'CLOCK ____ M AS

DOCUMENT # _____

IN VOL. _____ OF CERTIFIED SURVEY

MAPS ON PAGE(S) _____

KRISTI CHLEBOWSKI, REGISTER OF DEEDS



PREPARED BY:
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
LIFE CHURCH
2770 BRANDYWEIN TRAIL
MOUNT HOREB, WI 53572

SURVEYED BY: ZMR/MAL
DRAWN BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 210825
SHEET NO: 10 of 10



AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 6.i

Liquor License Premise Extension-Dog House Bar & Grill, "Classic Car Cruise In"; Wednesdays, June 7-Oct. 4, 2023, 5-9pm; public parking lot, corner of First Street and Front Streets

BACKGROUND

This event has been held for the last three years in the old fire department parking lot at 120 Front Street. We have never had an alcohol-related complaint about the event. We have received a few noise complaints after the event regarding squealing tires and revving engines but nothing during the event.

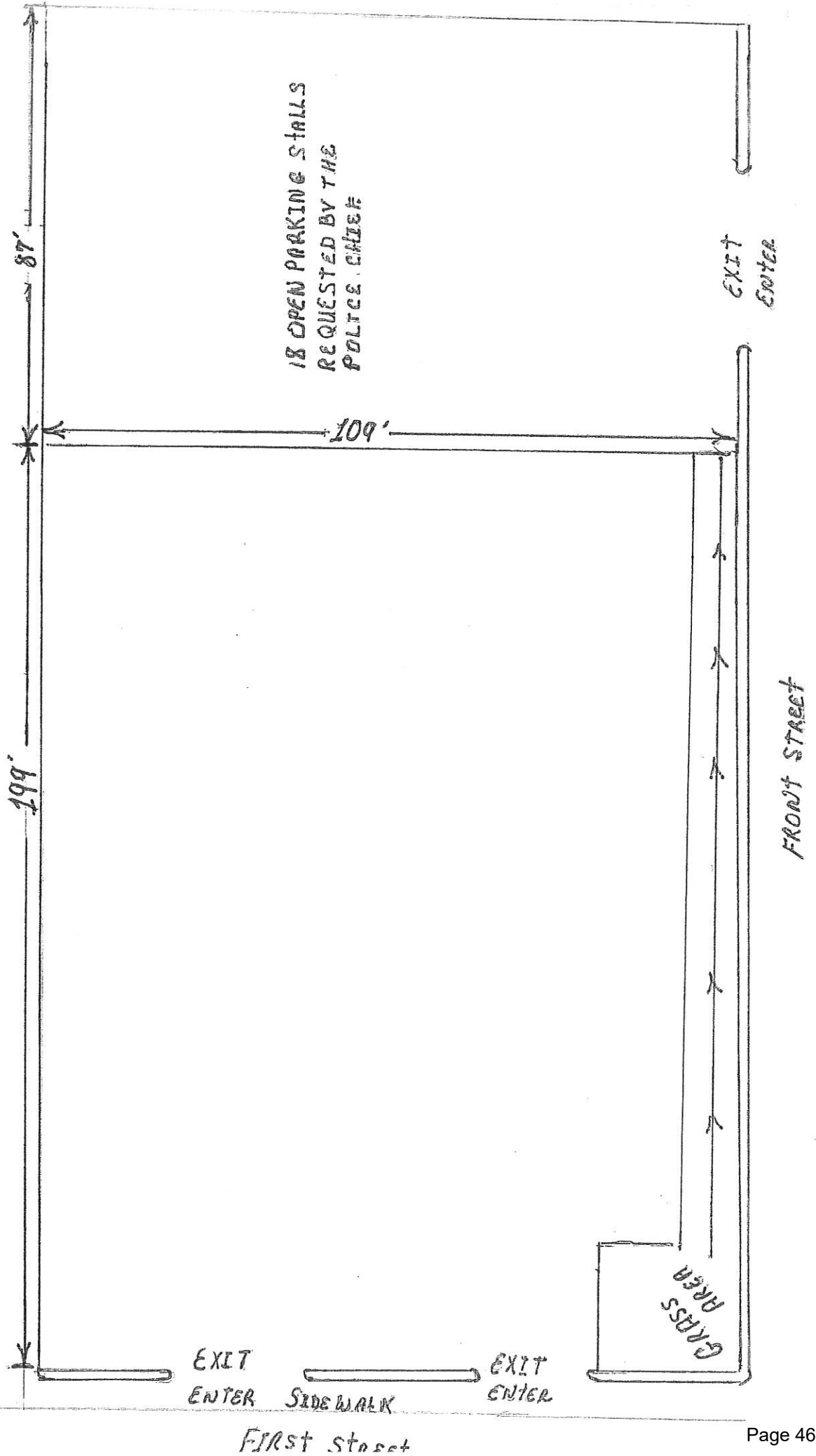
RECOMMENDATION

ATTACHMENTS

1. DOG HOUSE BAR & GRILL-map

Day Hour Bar Grill - Premise Extension to liquor license

BIKE TRAIL





AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 6.j

Street Use Permit Application-Mount Horeb Chamber of Commerce, "Annual Art Fair", July 14, 2023 to July 16, 2023, Main Street from S. 2nd Street to Lincoln Street

BACKGROUND

This is the street use permit for the Chamber's annual art fair. They will again be using the alternate Front Street, Second Street and the parking lot at Duluth due to the detour on Main Street.

RECOMMENDATION

ATTACHMENTS

1. Street Use Appl-Annual Art Fair

Annual
Art Fair

Village of Mt Horeb Street Use Permit Application

\$20.00

pd

Applicant Name: Mount Horeb Area Chamber of Commerce

Address: 300 E. Main Street, Mount Horeb, WI 53572

Telephone: 608-437-5914

Event Sponsor (if different than above): _____

Address: _____

Telephone: _____

Responsible Person(s) (if different than above): Jessie Bedward

Address: 300 E. Main Street, Mount Horeb, WI 53572

Telephone: 608-437-5914

Event Information

Start date: July 14, 2023 Time: 7:00pm End Date: July 16, 2023 Time: 6:00pm

Include set-up and tear-down/clean-up time

Detailed description of street(s) proposed to be used: Detour: Main Street: from 3rd St. to Front St. (one lane)

Main Street: From S2nd St. to Lincoln St. South 1st Street: From Front St. to the bike shelter parking lot (one lane)

Estimated number of persons: 15,000 (Certificate of Insurance may be required)

Use of street (include a detailed description of all activities such as vending, music, selling of food or alcohol beverages, location and use of tents, stages, or other equipment, and a detailed plan for clean-up after the event): _____

Artist & Crafter Tents, Music Stage, Food Vendors,

If using recording or sound amplification equipment please describe: Bands will bring their own sound.

1 Music Stage: At Bike Shelter facing 2nd street

Designate any public facilities or equipment to be used (additional costs may be incurred): _____

Bike Shelter and restrooms, municipal building restrooms

I certify that I have read and understand the Village of Mount Horeb Ordinance 2006-17 An Ordinance To Require Street Use Permits, and agree to adhere to all of the rules and requirements outlined in the Ordinance and that all information provided on this application is true and correct.

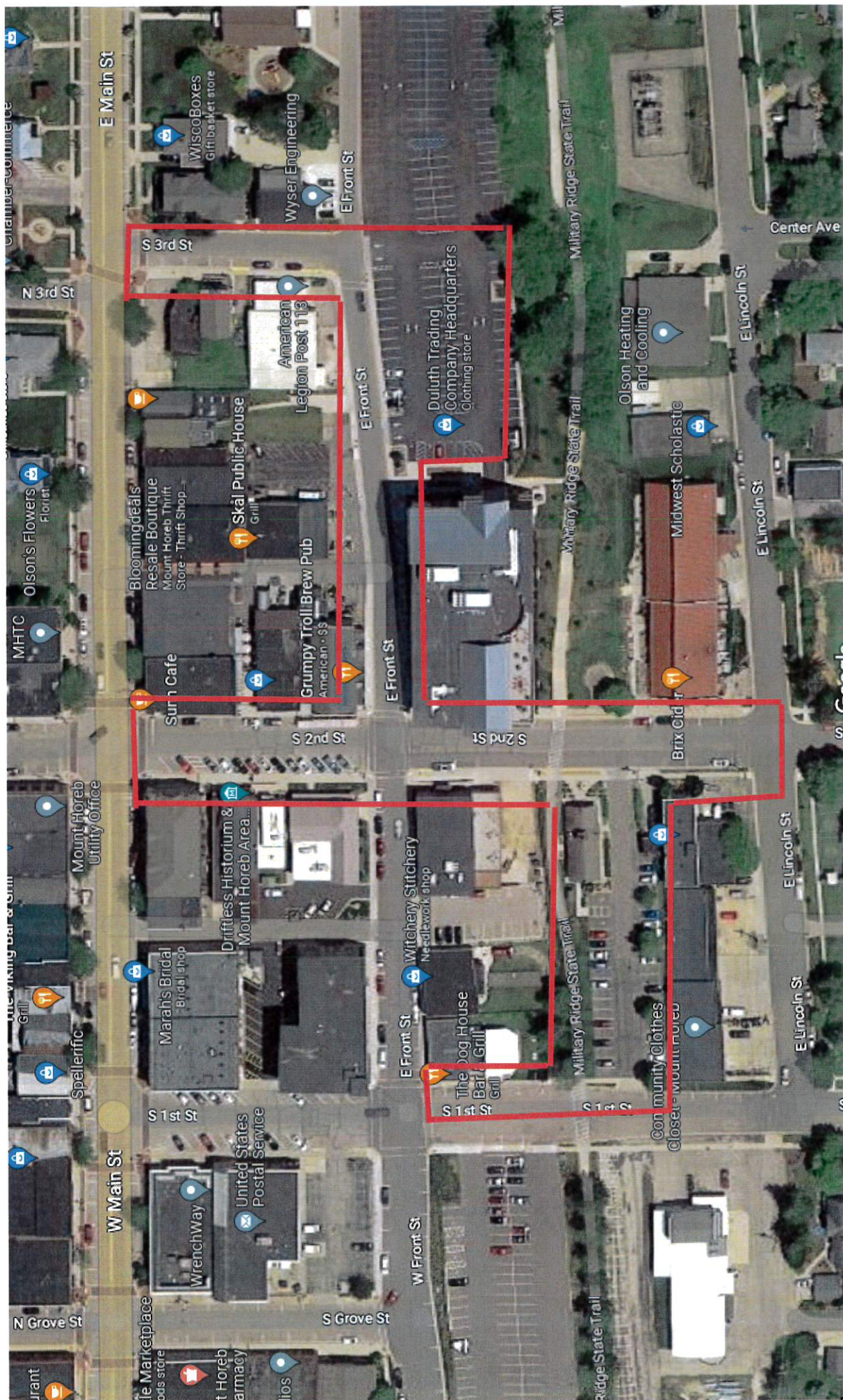
Jessie Bedward
Signature

4/14/2023

Date

CHIEF OF POLICE: 4-21-2023 ACCEPTED _____ DECLINED _____ VILLAGE ADMINISTRATOR: _____ ACCEPTED _____ DECLINED _____

RECEIPT#: _____ LICENSE# _____





AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 6.k

Street Use Permit Application-Mount Horeb Chamber of Commerce, "Fall Village Market", Sept. 30, 2023 to October 1, 2023; Main Street from S. 2nd Street to Lincoln Street.

BACKGROUND

This is the annual application for the Chamber's Fall Village Market. This event will use 2nd Street and the Depot Parking lot due to the Main Street Detour.

RECOMMENDATION

ATTACHMENTS

1. Fall Village Market Street Use Appl

**Village of Mt Horeb
Street Use Permit Application**

\$20.00



Fall Village Market

Applicant Name: Mount Horeb Area Chamber of Commerce

Address: 300 E. Main Street, Mount Horeb, WI 53572 Telephone: 608-437-5914

Event Sponsor (if different than above): _____

Address: _____ Telephone: _____

Responsible Person(s) (if different than above): Jessie Bedward

Address: 300 E. Main Street, Mount Horeb, WI 53572 Telephone: 608-437-5914

Event Information

Start date: September 30, 2023 Time: 6am End Date: October 1, 2023 Time: 5pm

Include set-up and tear-down/clean-up time

Detailed description of street(s) proposed to be used: Detour: From Main St. S. 2nd St. to Lincoln St.

South 1st Street: From Front St. to the bike shelter parking lot (one lane)

Estimated number of persons: 1,500 (Certificate of Insurance may be required)

Use of street (include a detailed description of all activities such as vending, music, selling of food or alcohol beverages, location and use of tents, stages, or other equipment, and a detailed plan for clean-up after the event): _____

Market Booths/Tents, music stage, food booths/trucks

If using recording or sound amplification equipment please describe: 1 Music Stage: At Bike Shelter facing 2nd street

Designate any public facilities or equipment to be used (additional costs may be incurred): _____

Municipal building bathrooms, bike trail shelter restrooms

I certify that I have read and understand the Village of Mount Horeb Ordinance 2006-17 An Ordinance To Require Street Use Permits, and agree to adhere to all of the rules and requirements outlined in the Ordinance and that all information provided on this application is true and correct.

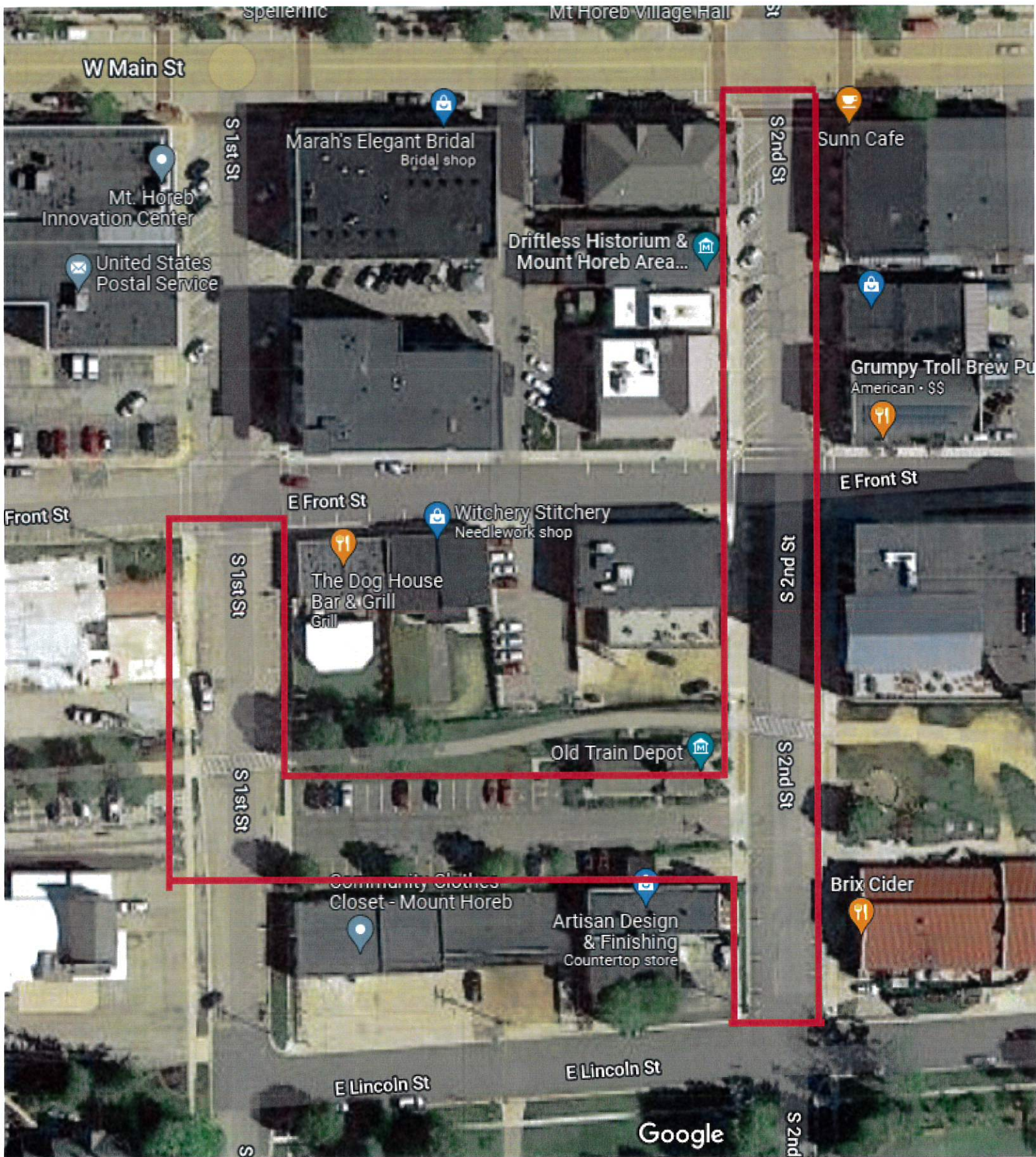
Jessie Bedward
Signature

4/14/2023

Date

*****4.31.2023*****
CHIEF OF POLICE: ACCEPTED DECLINED VILLAGE ADMINISTRATOR: ACCEPTED DECLINED

RECEIPT#: _____ LICENSE# _____





AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 7.c

Proclamation for Public Service Recognition Week

BACKGROUND

per VB President: Proclamation for Public Service Recognition Week.

RECOMMENDATION

DRAFT COPY:

Proclamation for Public Service Recognition Week

Whereas, the men and women who serve in our public service sector are the backbone of our Village government and play a vital role in ensuring the well-being of our community; and

Whereas, these dedicated public servants work tirelessly to provide essential services to our Village, maintaining our roads, parks, and infrastructure, ensuring the safety our community, and continuously striving to offer high quality of services and amenities for our residents and businesses,

Whereas, Public Service Recognition Week offers an opportunity to honor and recognize the tireless efforts of our public servants, who work selflessly day in and day out to serve the public good;

Let us recognize the outstanding work and dedication of our public servants, and let us express our heartfelt thanks for their commitment to the public good. Together, let us honor and celebrate the vital role of public service in our communities and our nation.

NOW, THEREFORE, I, Ryan Czyzewski, do hereby proclaim the week of May 7th through May 13th, 2023, as Public Service Recognition Week in the Village. I call upon all Village residents to join me in recognizing the hard work, dedication, and sacrifice of our public servants.

ATTACHMENTS

1. Proclamation for Public Service Recognition Week



AGENDA ITEM REPORT

VILLAGE OF MOUNT HOREB
PUBLIC SERVICE RECOGNITION WEEK PROCLAMATION

WHEREAS, the men and women who serve in our public service sector are the backbone of our Village government and play a vital role in ensuring the well-being of our community; and

WHEREAS, these dedicated public servants work tirelessly to provide essential services to our Village, maintaining our roads, parks, and infrastructure, ensuring the safety our community, and continuously striving to offer high quality of services and amenities for our residents and businesses,

WHEREAS, Public Service Recognition Week offers an opportunity to honor and recognize the tireless efforts of our public servants, who work selflessly day in and day out to serve the public good;

Let us recognize the outstanding work and dedication of our public servants, and let us express our heartfelt thanks for their commitment to the public good. Together, let us honor and celebrate the vital role of public service in our communities and our nation.

NOW, THEREFORE, I, Ryan Czyzewski, do hereby proclaim the week of May 7th through May 13th, 2023, as Public Service Recognition Week in the Village. I call upon all Village residents to join me in recognizing the hard work, dedication, and sacrifice of our public servants.

DATED this 3rd day of May, 2023.

Ryan Czyzewski, Village President



AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 7.d

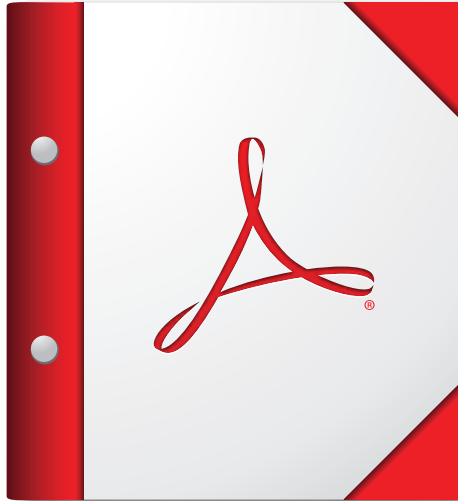
Friends of the Norsk, Inc. Financial Statements

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. F. Friends of the Norsk
2. FRIENDS OF THE NORSK INC._2022_REPORTS_COMPILATION REPORT 2022



**For the best experience, open this PDF portfolio in
Acrobat X or Adobe Reader X, or later.**

Get Adobe Reader Now!

Friends of the Norsk, Inc.

Financial Statements

For the Years Ended December 31, 2022 and 2021



Independent Accountant's Compilation Report

To Management

Friends of the Norsk, Inc.

Mount Horeb, WI

Management is responsible for the accompanying financial statements of Friends of the Norsk, Inc., which comprise the statement of financial position as of December 31, 2022 and 2021, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Thousand CPA, LLC

Mount Horeb, WI

March 27, 2023

P.O. Box 64, 125 N Brookwood Dr Mount Horeb, WI 53572

Phone (608) 437-7730 Email: info@thousandcpa.com
www.thousandcpa.com Fax (608) 437-7735

Friends of the Norsk, Inc.
Statement of Financial Position
As of December 31, 2022 and 2021

	Assets	
	2022	2021
Current Assets		
FSB Checking - Friends of the Norsk	\$ 19,232.93	\$ 12,232.93
FSB Checking - Norsk Golf Club	36,135.41	82,961.80
Cash on Hand	820.00	820.00
Short-Term Investments	103,162.57	201,984.28
Inventory - Beverages	10,311.96	8,193.94
Inventory - Food	6,180.08	4,099.27
Inventory - Merchandise	2,220.94	1,514.31
Prepaid Rent	-	600.00
Cash Advances	-	241.63
Security Deposits	-	9,000.00
Total Current Assets	<u>178,063.89</u>	<u>321,648.16</u>
Property and Equipment		
Clubhouse Improvements	349,416.70	224,696.14
Clubhouse Equipment	42,522.27	33,306.03
Clubhouse Furniture & Fixtures	44,994.03	26,639.54
Golf Course Improvements	166,123.43	88,481.40
Golf Course Machinery & Equipment	82,104.49	82,104.49
Golf Carts	143,832.00	79,200.00
Electronics & Computer Equipment	47,186.69	42,530.45
Construction In Progress	-	1,202.19
Less Accumulated Depreciation	(336,451.92)	(285,646.75)
Net Property and Equipment	<u>539,727.69</u>	<u>292,513.49</u>
Total Assets	<u>\$ 717,791.58</u>	<u>\$ 614,161.65</u>
Liabilities and Net Assets		
	2022	2021
Current Liabilities		
Sales Tax Payable	\$ 2,342.50	\$ 1,890.82
State Income Taxes Payable	512.19	544.22
SUTA Payable	23.18	18.73
Unearned Membership Revenue	32,143.29	30,900.47
Gift Cards Outstanding	4,298.69	3,613.59
Total Current Liabilities	<u>39,319.85</u>	<u>36,967.83</u>
Long-Term Liabilities		
FSB Note Payable - Bowling System	1,253.23	5,512.52
FSB Note Payable - 2019 JD Mower	19,478.03	28,442.79
DLL Finance LLC Payable - Golf Carts	53,860.00	-
Total Long-Term Liabilities	<u>74,591.26</u>	<u>33,955.31</u>
Total Liabilities	<u>113,911.11</u>	<u>70,923.14</u>
Net Assets		
Net Assets With Donor Restrictions	-	16,200.00
Net Assets Without Donor Restrictions	603,880.47	527,038.51
Total Net Assets	<u>603,880.47</u>	<u>543,238.51</u>
Total Liabilities and Net Assets	<u>\$ 717,791.58</u>	<u>\$ 614,161.65</u>

See independent accountant's compilation report

Friends of the Norsk, Inc.
Statement of Activities
For the Years Ended December 31, 2022 and 2021

	2022	2021
Sales		
Sales - Golf Fees	\$ 144,414.19	\$ 149,051.56
Sales - Golf Memberships	85,258.44	85,243.52
Sales - Golf Cart Rentals	77,799.83	73,086.60
Sales - Golf Cart Memberships	19,885.56	20,232.82
Sales - Beverages	329,989.13	279,854.95
Sales - Food	171,916.03	110,376.29
Sales - Bowling	19,410.79	9,976.18
Sales - Merchandise	9,962.80	8,256.67
Sales - Other Rentals	-	53.09
Charitable Donations	20,050.00	19,491.09
Less Returns and Allowances	(18,227.78)	(13,524.09)
Total Sales	<u>860,458.99</u>	<u>742,098.68</u>
Cost of Goods Sold		
Cost of Goods Sold - Beverages	113,682.13	91,293.02
Cost of Goods Sold - Food	89,222.75	62,693.56
Cost of Goods Sold - Merchandise	10,145.70	10,320.12
Total Cost of Goods Sold	<u>213,050.58</u>	<u>164,306.70</u>
Gross Profit	<u>647,408.41</u>	<u>577,791.98</u>
Operating Expenses		
Salaries and Wages	236,758.46	175,402.18
Payroll Tax Expense	23,860.59	16,147.32
Advertising & Promotional	21,900.88	10,916.61
Repairs & Maintenance	31,127.86	31,199.84
Depreciation Expense	50,805.17	33,022.48
Equipment Rent	3,824.49	22,943.25
Facility Rent	7,200.00	7,200.00
Clubhouse Cleaning & Maintenance	28,944.18	16,321.64
Contracted Golf Course Maintenance	26,088.75	20,511.00
Golf Course Supplies	8,552.66	12,707.54
Fuel & Oil	11,086.35	7,076.47
Tools & Small Equipment	-	464.00
Accounting & Legal Fees	9,619.40	8,708.49
Merchant Fees	27,684.86	19,488.04
Insurance	14,753.42	22,752.40
POS System	11,435.00	7,004.68
Office Supplies	3,191.55	2,133.43
Clubhouse Supplies	22,932.15	14,311.50
Utilities	25,415.17	21,498.14
Trash & Recycling	9,145.37	3,021.84
Permits & Licenses	1,089.00	1,898.58
July Celebration	9,696.43	8,971.51
Bank Charges	534.59	424.38
Miscellaneous	-	1,800.00
Total Operating Expenses	<u>585,646.33</u>	<u>465,925.32</u>
Operating Income (Loss)	<u>61,762.08</u>	<u>111,866.66</u>
Other Income (Expenses)		
Sales Tax Discount	235.22	276.03
Forgiven PPP Loan	-	86,489.27
Interest Income	1,178.29	-
Cash Over/Short	89.93	(1,881.96)
Interest Expense	(2,623.56)	(2,270.83)
Total Other Income (Expenses)	<u>(1,120.12)</u>	<u>82,612.51</u>
Net Income (Loss)	<u>\$ 60,641.96</u>	<u>\$ 194,479.17</u>

See independent accountant's compilation report

Friends of the Norsk, Inc.
Statement of Cash Flows
For the Years Ended December 31, 2022 and 2021

	2022	2021
Cash Flows from Operating Activities		
Net Income (Loss)	\$ 60,641.96	\$ 194,479.17
Adjustments to reconcile net income (loss) to net cash provided by (used in) operating activities:		
Depreciation and Amortization	50,805.17	33,022.48
Losses (Gains) on Sales of Fixed Assets	-	-
Decrease (Increase) in Operating Assets:		
Inventories	(4,905.46)	(2,966.90)
Prepaid Expenses	600.00	(600.00)
Cash Advances	241.63	(241.63)
Security Deposits	9,000.00	(9,000.00)
Increase (Decrease) in Operating Liabilities:		
Sales Tax Payable	451.68	1,326.55
Accrued Payroll Taxes Payable	(27.58)	115.48
Deferred Membership Income	1,242.82	30,900.47
Gift Cards Outstanding	685.10	2,947.04
Total Adjustments	<u>58,093.36</u>	<u>55,503.49</u>
Net Cash Provided By (Used In) Operating Activities	<u>118,735.32</u>	<u>249,982.66</u>
Cash Flows from Investing Activities		
Capital Expenditures	<u>(298,019.37)</u>	<u>(155,397.70)</u>
Net Cash Provided By (Used In) Investing Activities	<u>(298,019.37)</u>	<u>(155,397.70)</u>
Cash Flows from Financing Activities		
Notes Payable Borrowings	53,860.00	-
Notes Payable Repayments	<u>(13,224.05)</u>	<u>(25,668.39)</u>
Net Cash Provided By (Used In) Financing Activities	<u>40,635.95</u>	<u>(25,668.39)</u>
Net Increase (Decrease) In Cash and Cash Equivalents	(138,648.10)	68,916.57
Beginning Cash and Cash Equivalents	<u>297,999.01</u>	<u>229,082.44</u>
Ending Cash and Cash Equivalents	<u><u>\$ 159,350.91</u></u>	<u><u>\$ 297,999.01</u></u>

See Independent Accountant's Compilation Report

Friends of the Norsk, Inc.
Notes to the Financial Statements
For The Years Ended December 31, 2022 and 2021

Significant accounting policies:

Nature Of Activities:

Friends of the Norsk, Inc. was founded to, for the benefit of the community in and around the Village of Mount Horeb, WI, manage and operate a golf course and clubhouse for the Village.

Financial Statement Presentation:

The financial statements of Friends of the Norsk, Inc. have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

Revenue Recognition:

As of December 31, 2021, \$16,200 of donations were restricted for use in the Memorial Tree Program. These funds were used throughout 2022, therefore all net assets are now without donor restrictions.

Estimates:

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from these estimates.

Cash And Cash Equivalents:

For purposes of presenting the financial statements, Friends of the Norsk, Inc. considers its cash and cash equivalents to include two checking accounts, cash on hand, and one money market fund.

Inventories:

Inventory is stated at the lower of cost and net realizable value.

Property and Equipment:

Property and equipment is stated at cost and consists of improvements to the clubhouse and golf course, equipment needed to operate the clubhouse and golf course, golf carts purchase for use on the golf course, and furniture for the clubhouse.

Unearned Membership Revenue:

Unearned membership revenue consists of advance payments received for golf memberships. These advance payments are recorded as revenue as the revenue is earned.

Gift Cards Outstanding:

Gift cards outstanding shows the value of gift cards that have been purchased by customers, but not yet redeemed. All gift cards outstanding are expected to be redeemed within the following year, therefore the full amount is recorded as a current liability.

Income Tax Status:

Friends of the Norsk, Inc. is exempt from federal income tax under Internal Revenue Code Section 501(c)(3).



AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 7.e

Consideration: Residential Exterior Improvement Program Awards

BACKGROUND

In the first year of our Residential Exterior Improvement Program we received 10 applications! The budget approved for the program was \$25,000 and the maximum award under the program is \$5,000 per property. The CDA has reviewed the applicants and is recommending the award of 6 grants totaling \$23,311. Their recommendation was to award grants to all the applications meeting all the requirements of the program. After the CDA meeting, it was discovered that one application that met all the requirements was inadvertently left out of CDA consideration. I am requesting that we approve the CDA recommended projects as well as the grant for \$5,000 that was left off for a total of \$28,311. The project is funded by TID 5 revenue and the additional \$3,000 above the budget will not create an issue for the TID.

RECOMMENDATION

ATTACHMENTS

1. Final Residential Exterior Improvement Program 01012023
2. Residential Exterior Improvement Program Applications 2023
3. App for Board



HERITAGE
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OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
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Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM

PURPOSE

The Village Board has authorized the creation of the Residential Exterior Improvement Program, (program). The purpose of the program is to encourage the upkeep and appearance of owner-occupied residential homes, as well as mitigate the presence of blighted properties, within the residential districts of the community.

The program provides matching grants up to \$5,000 for projects that will help maintain and enhance the overall attractiveness and vitality of residential districts that is consistent with community expectations and neighborhood preservation; as well as removing blighting influences, which can diminish property values in and around the subject residence. The program is intended to provide financial assistance in order to spur individual investment into one's own home. The grant funds are meant to serve an important yet secondary role to private financing for improvement projects.

The Village Board has developed the following set of goals regarding the program's purpose.

1. Maintenance and Improvement
 - a. Encourage public and private efforts to maintain and improve the community.
 - b. Promote the attractiveness of Mount Horeb as a preferred location to live.
 - c. Encourage maintenance and improvements of existing residences.
2. Preserve Neighborhood Stability and Property Values.
 - a. Maintain the Village's neighborhood cohesiveness.
 - b. Maintain the Village's residential appeal and preserve property values by mitigating and/or eliminating blighting influences.

DEFINITIONS

Designated Area: The program applies to residential zoned properties within TID 5 or within a half-mile of the boundary of TID 5 that are located within the Village of Mount Horeb, as identified on the attached maps.

Exterior Features: Areas of a home/property that are visible from the public right-of-way. Refer to "Project Eligibility" below for examples.

ELIGIBILITY

Available funds will be used to provide grant monies for the purpose of maintaining and improving the exteriors of residential properties within neighborhoods located within applicable TID proximities. The eligibility criteria are as follows:

1. Property / Applicant Eligibility
 - a. The home must be over 25-years old.
 - b. The home owner must have owned and lived in the home for at least 5-years.

- c. The assessed value of the home cannot be over 125% of the average assessed home value in the Village of Mount Horeb, as established by the Village Assessor on an annual basis.

2. Eligible Projects

- a. Any improvements must be visible from the public right-of-way.
- b. Repair/replacement of the building's original materials and decorative details.
- c. Replace exterior material with modern material (i.e. vinyl siding).
- d. Cleaning of exterior building surfaces.
- e. Tuck pointing and masonry repair.
- f. Painting of exterior building surfaces.
- g. Repair of entrances, doors, windows, transoms, or other public exterior elements that have fallen into disrepair (broken, damaged, missing, etc.). If repair isn't possible or cost prohibitive, the Community Development Authority will consider, with final approval from the Village Board, replacement rather than repair of these items.
- h. Roof repairs
- i. Replacement of non-hard surface driveways (gravel, grass, etc.) with hard surface materials (asphalt, concrete, pavers, etc.) or repair of hard surface driveways.
- j. Removal of tree stumps that are located in the front or side setbacks, or terrace.
- k. Other construction activities to improve the exterior of a building as approved by the Village Board.

PROGRAM REQUIREMENTS

1. Projects shall occur within the Designated Area as defined above.
2. Projects must commence and be diligently pursued to commencement within six (6) months of the grant approval date, with project completion within (1) year of approval. In rare cases, likely due to extenuating circumstances, the Village Board may allow completion extensions upon request of the applicant. The Village Board reserves the right to eliminate project funding if not completed within the specified time period and is not obligated to granting time extensions.
3. Projects shall comply with all applicable Village zoning and development standards and requirements and must receive all applicable building permits and inspections throughout the construction process.
4. Projects shall be consistent with and further the stated goals and objectives of the program and TID project plans.
5. Applicants must include detailed drawings and specifications with application. A drawings/design plan must be submitted. The Village Board may require drawings to be submitted by an architect. The plans must include:
 - a. Detailed site plan using adequate scale to be easily and clearly understood. Ideally, said plan shall be drawn to a minimum scale of 1"= 100'.
 - b. Current condition photos to provide adequate "before and after" shots.
 - c. Construction / reconstruction time schedule, noting start and completion date.
6. **Applicants MUST submit at least two contractor proposals that MUST be used for construction/installation.** If the applicant has a difficult time obtaining two contractor proposals, they are encouraged to contact the Village Administrator to discuss possible solutions. The actual Village Board approved contractor proposal must be used for completion of the project. Any change in contractor does require additional approval by the Village as indicated below in number
11. The Village Board retains the right to request additional proposals.
7. **NO funding will be provided for purchased materials or labor provided personally by the applicant or any other party besides the contractor approved to complete the work.**
8. Applicants must take out the appropriate building permits. No license, registration, or permit in

the Village of Mount Horeb shall be issued or renewed until all delinquent Village taxes, assessments, and forfeitures from Village ordinance violations and all due bills of the Mount Horeb Utilities are paid in full.

9. Minor changes to the project will require submittal and approval by the Village Administrator. Significant project changes, as determined by Village Administrator, will require approval of the Village Board.
10. The Village Board reserves the right to cancel any grant agreement if conditions of the program guidelines and agreement are not met in any way, shape, or form.
11. Concurrent applications from the same applicant shall not be allowed. An applicant may re-apply for another project after any existing project by the same applicant is completed to the satisfaction of the Village Board.
12. Total grant funding for any single property may not exceed two (2) grants, regardless of dollar amount, within any four (4) year period.
13. The Community Development Authority will review each application and forward on a recommendation to the Village Board. The Village Board will have the ultimate authority to determine whether an application has met the criteria for approval, and may impose certain design conditions on approved projects.

PROCESS

1. Applicant submits grant application, contractor proposal/quote, and site plan to Village Administrator, 138 E Main Street.
2. The application is sent to the Community Development Authority for initial review and to make a recommendation to the Village Board.
3. Village Board reviews the application materials and approves or denies the funding request. If approved, the Village Board may place conditions on the proposed project. If denied, applicant may submit a revised application and repeat process.
4. Applicant submits building permit with final design plans as required by Village code.
5. Building Inspector reviews and approves permit.
6. A “letter of agreement” is drafted by Village staff that identifies the terms of the agreement. All parties execute said letter.
7. Construction/Installation begins. Applicant has six (6) months from the execution date of the agreement to begin implementation of approved improvements. Any plan changes would require approval according to number 11 in the Program Requirements section.
8. Construction/Installation is completed within one (1) year of grant award.
9. Applicant contacts the Village Administrator to request a project review to see if all code requirements and Village Board imposed conditions have been met. The Village staff member reviewing the work will sign the Project Close Out Form.
10. Applicant provides the completed Project Close Out Form with signatures from the property owner, contractor, and Village Staff member who reviewed the work; itemized invoices for the project; and proof of payment of their portion of the project costs to the Village Administrator, along with the completed Project Close-Out form. While a construction lien waiver is not required, it is recommended that the applicant consider obtaining appropriate construction lien waiver(s) from the contractor(s) for the project.
11. Once the Village Administrator has reviewed the Project Close-Out form and provided documentation, the Village Administrator will provide the documentation to Village Treasurer to review before issuing payment to the contractor or reimbursement to the property owner for their payment to the contractor.

GRANT CYCLE AND DUE DATES

The initial application deadline for grant requests will be the first Monday in April. The requests will then be reviewed by the Community Development Authority and the Village Board at their regularly scheduled meetings. Applications will continue to be accepted if funds are still available after the initial application deadline. All applications received by the first Monday of the following months after April will be reviewed by the Community Development Authority and Village Board at their regularly scheduled meetings in batches.

FUNDING AVAILABILITY

The program is specifically a matching grant program based on the criteria below:

1. The Village Board has available a limited amount of funding. Applications will be reviewed in batches as they are received. Grants may be awarded only if the Village Board has adequate funds available for this program.
2. Program funds may be used to grant up to 50% of the total project costs, not to exceed \$5,000. Therefore, to receive this maximum amount a project would require at least \$10,000 in total project cost. Actual project costs may be greater than this maximum amount; however, such costs shall be the sole responsibility of the applicant.
3. The Village shall only provide up to a maximum of \$25,000 worth of grants on an annual basis.

PROGRAM EXPIRATION

The residential exterior improvement program will expire if one of the following occurs:

1. When the allocated TID project plan funds have been spent, unless additional funding has been authorized by the Village Board up to a maximum of \$25,000 annually.
2. When the allowable TID expenditure period has expired.
3. When the Village Board chooses to eliminate or amend the program.



VILLAGE OF MOUNT HOREB
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RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM GRANT APPLICATION

APPLICANT INFORMATION

Applicant Name _____

Property Address _____

Phone _____ Email _____

PROPERTY INFORMATION

Year Home Built _____ Purchase Year of Home _____

Assessed Value of Home \$ _____

PROJECT INFORMATION

Proposed Start Date _____ Proposed Completion Date _____

Contractor Name _____ Contractor License # _____

Contractor Address _____
Street City State Zip

Contractor Phone _____ Contractor Email _____

Total Project Estimate \$ _____ Grant Request \$ _____

Other funding sources that will be used: _____

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

DOCUMENTS TO INCLUDE

- ☐ Two contractor proposals
- ☐ Site plan
- ☐ Copy of Contractor License
- ☐ Proof of Insurance
- ☐ Photos of what will be repaired

Certification: The information provided above is true and accurate to the best of my knowledge and I have read and understand the guidelines of the Village of Milton Residential Exterior Improvement Program and agree to abide by its conditions. I acknowledge that the Common Council has the right to terminate this agreement under the Residential Exterior Improvement Program if I, as the applicant, am found to be in violation of any conditions set forth in the guidelines of the program. I understand this is a matching grant up to \$5,000.

Applicant Signature _____

Date _____

Office Use Only	
Date Application Received: _____	Does this applicant qualify for a building permit? ☐ Yes ☐ No
Community Development Authority Review Date: _____ ☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial Recommended conditions or reason for denial (if applicable): 	
Common Council Review Date: _____ ☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below) Conditions or reason for denial (if applicable): _____ _____	
Authorized Grant Amount: _____	
Date Check Issued: _____	



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RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM

PROJECT CLOSE-OUT

Grant Recipient _____

Property Address _____

☐ Attach photos of completed project.

By signing below, you verify that all work on this project had been completed to the best of your knowledge and, in your opinion, is acceptable to you and completed in accordance with the requirements of the Residential Exterior Improvement Program and consistent with the nature of this application.

Contractor Signature

Date

Applicant Signature

Date

Village Staff

Date

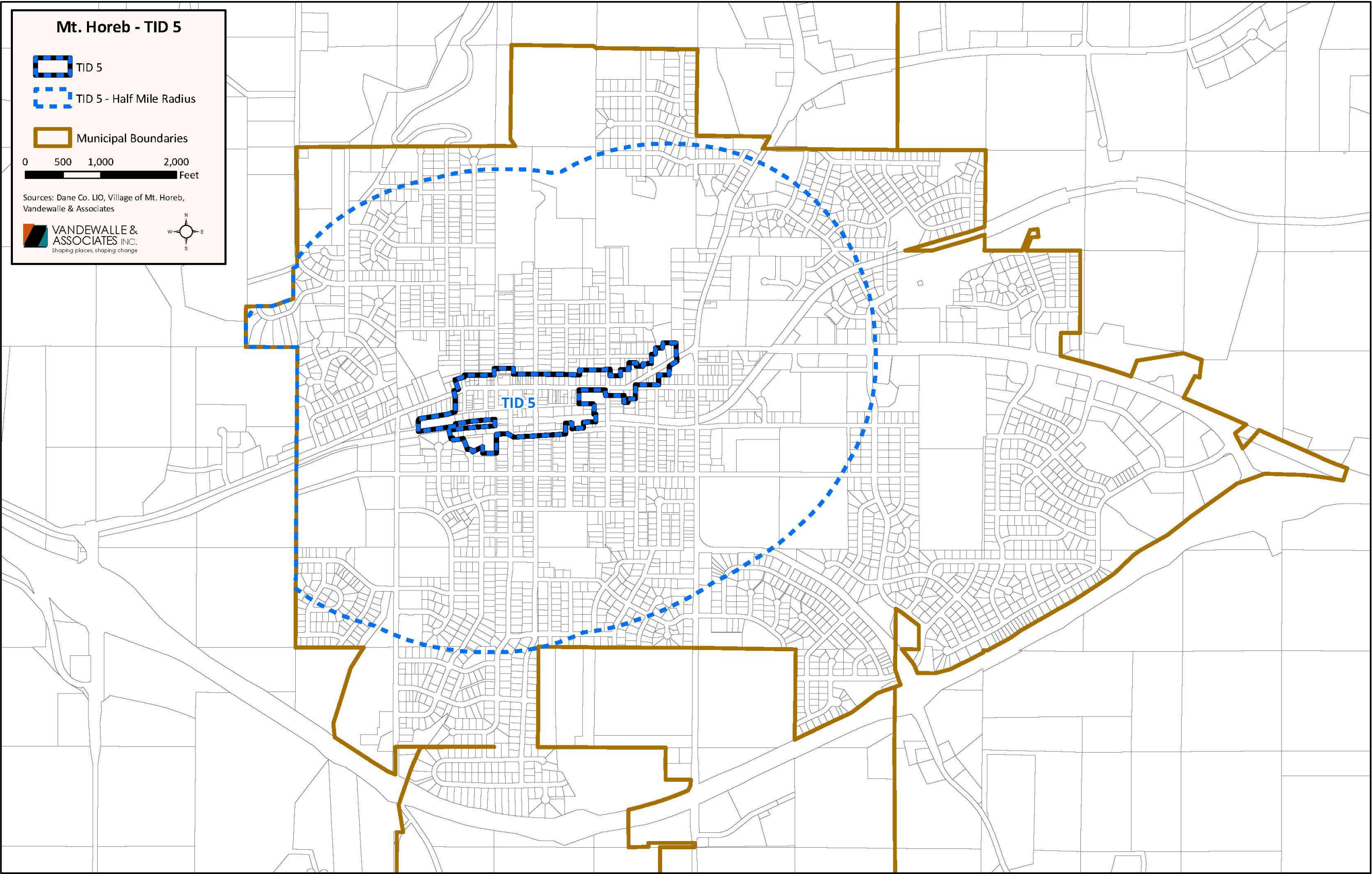
Village Treasurer Signature

Date

Village Administrator Signature

Date

TID Buffer Zone



Mount Horeb Residential Exterior Improvement Program

Date Submitted	Applicant	Address	In Program Zone	Value	Date Acquired	Description of Project	Project Cost (low bid)	Grant Request
3/13/2023	Constance and Matthew Nankee	306 Forest Street	yes	\$ 252,100	2009	Exterior paining	\$ 8,722	\$ 4,461
3/17/2023	Shyla Jones*	305 Forest Street	yes	\$ 185,900	2010	Replacing front porch.	\$ 12,000	\$ 5,000
3/27/2023	Jeanne K Wright	200 N. 4th Street	yes	\$ 168,500	2012	Painting and associated repair and replacement of rotted wood	\$ 3,350	\$ 1,675
3/29/2023	Brad Delwiche	510 Green Street	yes	\$ 269,000	2017	Replacement of buckling, cracked, and crumbling concrete driveway with asphalt	\$ 6,900	\$ 3,450
3/30/2023	Ward Hammond/Patty Schlafer***	210 Lake Street	yes	\$ 171,000	1996	Pave shared driveway and replace retaining wall, add new steps	\$ 14,500	\$ 5,000
3/31/2023	Kyle and Caitlin Frisch	305 S. 5th Street	yes	\$ 165,000	2017	Replacement of five upper story windows on house, replace garage roof and repair interior wood areas	\$ 7,450	\$ 3,725
4/3/2023	Matthew Caygill/Melissa Clark	316 W. Main Street	yes	\$ 210,000	2015	Adding stone veneers to unfinished surfaces on exterior of home	\$ 16,025	\$ 5,000
3/22/2023	Ellen and Peter Walton **3	418 Lake Street	yes	\$ 204,300	2019	Replacement of cracked and sunken driveway and adjoining sidewalks	\$ 9,825	\$ 5,000
4/5/2023	Kim Wedberg***	212 Lake Street	yes	\$ 225,000	1996	paving gravel driveway	\$ 4,800	\$ 2,400
4/7/2023	Jed Tank/Maggie Milcarek	209 S. 2nd Street	yes	\$ 310,000	2017	New roof and gutters	\$ 21,314	\$ 5,000
							\$ 104,886	\$ 40,711

*applied on time, was missed when assembling packet. Recommend expanding funding to include.

**applicant has not been in home five years according to grant criteria

***share a driveway



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VILLAGE OF MOUNT HOREB

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RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM GRANT APPLICATION

APPLICANT INFORMATION

Applicant Name Shyla Jones
Property Address 305 forest St mt Horeb WI 53572
Phone 608-677-1187 Email Shylaannjones@gmail.com

PROPERTY INFORMATION

Year Home Built 1911? unknown Purchase Year of Home 2010
Assessed Value of Home \$ 185,900

PROJECT INFORMATION

Proposed Start Date 4/17/23 Proposed Completion Date 5/15/23
Contractor Name Construction Concepts Contractor License # DC-110900028
exp 9/1/23 + DC-110900044
Contractor Address 237 S Harrison St Belleville WI 53598
exp 11/31/23
City State Zip
Contractor Phone 608-675-1111 Contractor Email Jamieauman@aol.com
Total Project Estimate \$ 12,000 Grant Request \$ 6000
Other funding sources that will be used: out of pocket

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

Replacing front porch. will keep trim white
and match siding for the porch.

DOCUMENTS TO INCLUDE

- ☐ Two contractor proposals
- ☐ Site plan
- ☐ Copy of Contractor License
- ☐ Proof of Insurance
- ☐ Photos of what will be repaired

Certification: The information provided above is true and accurate to the best of my knowledge and I have read and understand the guidelines of the Village of Milton Residential Exterior Improvement Program and agree to abide by its conditions. I acknowledge that the Common Council has the right to terminate this agreement under the Residential Exterior Improvement Program if I, as the applicant, am found to be in violation of any conditions set forth in the guidelines of the program. I understand this is a matching grant up to \$5,000.

Shyla Jones
Applicant Signature

3/2/23
Date

Office Use Only	
Date Application Received: _____	Does this applicant qualify for a building permit? ☐ Yes ☐ No
Community Development Authority Review Date: _____ ☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial	
Recommended conditions or reason for denial (if applicable): 	
Common Council Review Date: _____ ☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below)	
Conditions or reason for denial (if applicable): 	
Authorized Grant Amount: _____	
Date Check Issued: _____	



VILLAGE OF MOUNT HOREB

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Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM GRANT APPLICATION

APPLICANT INFORMATION

Applicant Name Kimberly M Wedberg
Property Address 212 Lake St
Phone 608-215-9037 Email wedbergk@gmail.com

PROPERTY INFORMATION

Year Home Built approx 1900 Purchase Year of Home 1996
Assessed Value of Home \$ 225,000

PROJECT INFORMATION

Proposed Start Date July 1 Proposed Completion Date Aug 1
Contractor Name Kittleson Landscape Contractor License #
Contractor Address 10486 CTH 10 Blue Mounds
Street City State Zip
Contractor Phone 437-8345 Contractor Email
Total Project Estimate \$ 4800 Grant Request \$ 2400

Other funding sources that will be used: personal savings

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

I'd like to replace the patch of gravel I currently park on with a concrete driveway long enough to hold 2 vehicles + divert water away from the foundation.

DOCUMENTS TO INCLUDE

- ☐ Two contractor proposals
- ☐ Site plan
- ☐ Copy of Contractor License
- ☐ Proof of Insurance
- ☐ Photos of what will be repaired

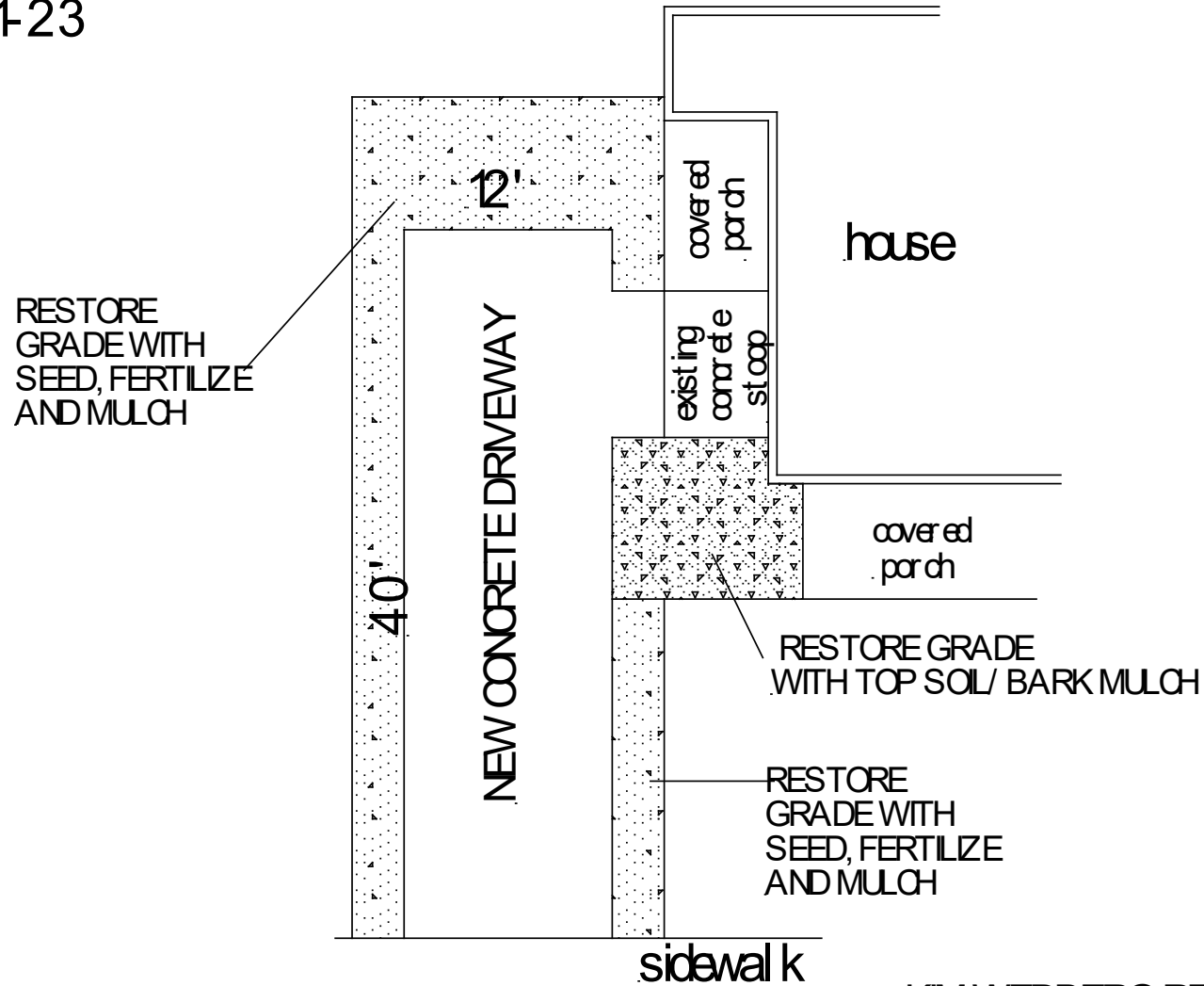
Certification: The information provided above is true and accurate to the best of my knowledge and I have read and understand the guidelines of the Village of Milton Residential Exterior Improvement Program and agree to abide by its conditions. I acknowledge that the Common Council has the right to terminate this agreement under the Residential Exterior Improvement Program if I, as the applicant, am found to be in violation of any conditions set forth in the guidelines of the program. I understand this is a matching grant up to \$5,000.

Kimberly M. Webb
Applicant Signature

4/5/2023
Date

Office Use Only	
Date Application Received: _____	Does this applicant qualify for a building permit? ☐ Yes ☐ No
Community Development Authority Review Date: _____ ☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial	
Recommended conditions or reason for denial (if applicable): 	
Common Council Review Date: _____ ☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below)	
Conditions or reason for denial (if applicable): 	
Authorized Grant Amount: _____	
Date Check Issued: _____	

3-31-23

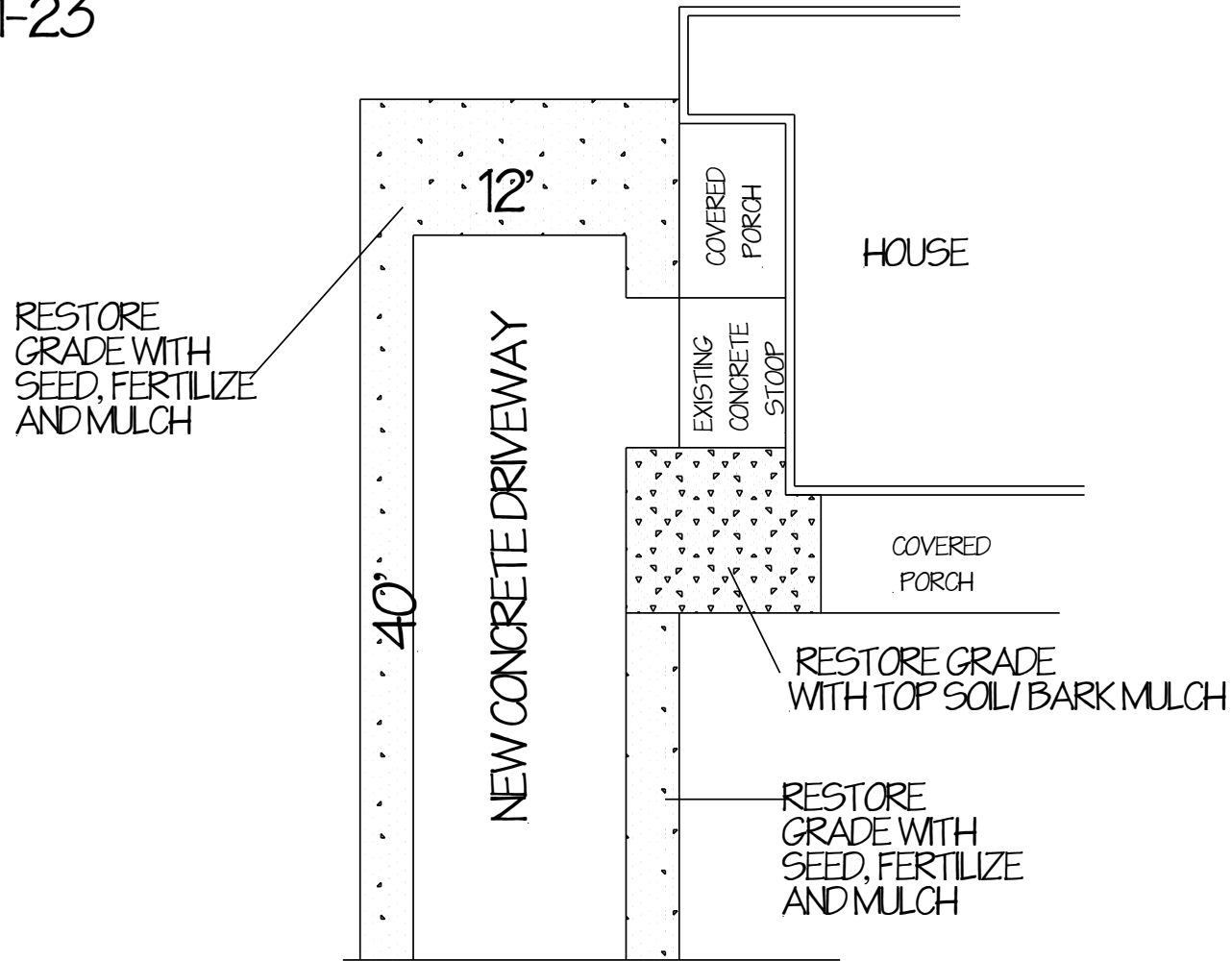


WISCONSIN LANDSCAPES INC.
10921 SPRING CREEK RD
BLUE MOUNDS, WI. 53517

LAKE STREET

KIM WEDBERG RESIDENCE
212 LAKE STREET
MT. HOREB, WI. 53572

3-31-23



WISCONSIN LANDSCAPES INC.
10921 SPRING CREEK RD
BLUE MOUNDS, WI. 53517

SIDEWALK

LAKE STREET

KIM WEDBERG RESIDENCE
212 LAKE STREET
MT. HOREB, WI. 53572

Jeanne Wright
200 N.4th St. @ corner of Oak St.
608-695-3789
jkh1952@yahoo.com

I am on a fixed income of approximately \$3250.00 a month. But, I have savings that I can use for this grant process; and that is my other funding source. I have studied all of the numbers in these bids carefully. This grant is the difference between addressing the need for improvements or not. There are two repair bids and three painting bids. All contractors agreed some areas are not worth painting in their current state and need to be repaired or replaced before the painting can begin. The problem is that the carpenters don't do painting and the painters don't do the carpentry repairs.

Because of my proximity to Main St., when events are held uptown, visitors to the village always park on Oak St. and N. 4th St. surrounding my house. When people access the pool or Stewart Park there is a lot of foot traffic past my house. I try to keep my house neat but on a fixed income it is hard to do major improvements. I do think about that for neighbors and visitors.

My house is on a corner lot and all four sides of the house are clearly visible from either Oak or N.4th. The aluminum siding is old but still serviceable. I have power washed the house twice but the original paint is thin and quite stained as is the foundation. Power washing, priming, and painting the siding, trim, and foundation would make a noticeable improvement. It would be more in keeping with the surrounding houses.

CONTRACTORS REPAIRS

The front porch is sided in wood and is in poor shape. The siding has separated in places and shows signs of decay which will only compromise the porch further if the siding is not replaced before it is painted. This siding is not a large area but it is a necessary step in the process. The proposal is to replace the rotted trim and any rotted support for the siding and add a composite siding, and the front storm door. The door is decaying; not attractive as you can see in the photos.

The outside door to the basement is compromised, swells with moisture, and cannot be opened or closed in any damp weather or through the winter. It is noticeably swelled out of its frame and is growing mold from the retained moisture. It could be replaced and made attractive and usable. This is a win-win as it also is a safer egress in winter. *Neither contractor had a price on the door at time of bid submission but both stated that it could be added.*

PAINTING PROCESS

The house is currently discolored chalky white and the shutters are discolored chalky black. The house would be painted to match the modern shed that is a pale yellow with white trim, similar to several other houses in the neighborhood. The foundation would be a medium gray and the shutters would be black. The modern roof shingles installed ten years ago are gray. There are several gray or yellow houses near by so I think these colors fit in well with the surrounding houses.

MY INPUT ON THE BIDS

The Genesis bid and the Fox Kahl bid unfortunately, came in so expensive that it fails to allow for making the necessary repairs to the house before painting. It would be remiss to paint the porch and doors in their current state. I would not waste my money or the grant money on painting those areas so this bid would just address the main house; power wash, priming, and paint. This would still be a great improvement and hopefully, I could address the repairs at a future date before more decay occurs. But, there would be a stark contrast between the freshly painted house and the porch in its current condition.

After consulting with several of my acquaintances in the trades, I have to say that I prefer the Flare Exterior bid for several reasons, its a local contractor, with a good reputation, not unreasonable overhead, he's responsive and prompt, and he plans on using the same paint products as the higher bids. Painting is not structural but it is what most people see, first. Because of the age of the siding, I think this bid is the best choice for this housing improvement.

I have two contractor bids for the needed porch repairs in preparation for painting. One is from KLH Construction and one from Statz Construction. Comparing the bids, I don't think the Statz bid anticipates as much demolition but appears to adequately address the immediate problem. It should be a good visual and structural improvement and satisfy the expectations of the painter. The KLH bid is more extensive. I think it would be a solid solution. Either of these bids would be an acceptable and doable solution for me.

I don't know any of these contractors personally but after reviewing all bids and consulting with people in the trades I think these are logical choices. Don't hesitate to contact me if you have any questions.

Thank you for your consideration,

A handwritten signature in black ink that reads "Jeanne K Wright". The signature is written in a cursive, flowing style.



HERITAGE
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VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM GRANT APPLICATION

APPLICANT INFORMATION

Applicant Name Jeanne K Wright
Property Address 200 N 4th St.
Phone 608-695-3789 Email jkh1952@yahoo.com

PROPERTY INFORMATION

Year Home Built 1930's ? Purchase Year of Home 2012
Assessed Value of Home \$ 165,800.

PROJECT INFORMATION

Proposed Start Date 2023 Proposed Completion Date 2023
Contractor Name NICK FLAHERTY Contractor License # _____
Contractor Address 951 Springdale St Mt. Horeb WI 53572
Street City State Zip
Contractor Phone 608-287-4931 Contractor Email flareexteriors@gmail.com
Total Project Estimate \$ 3,350.00 Grant Request \$ 1,675.00
Other funding sources that will be used: savings

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

. see attachment of cover letter for all bids

DOCUMENTS TO INCLUDE

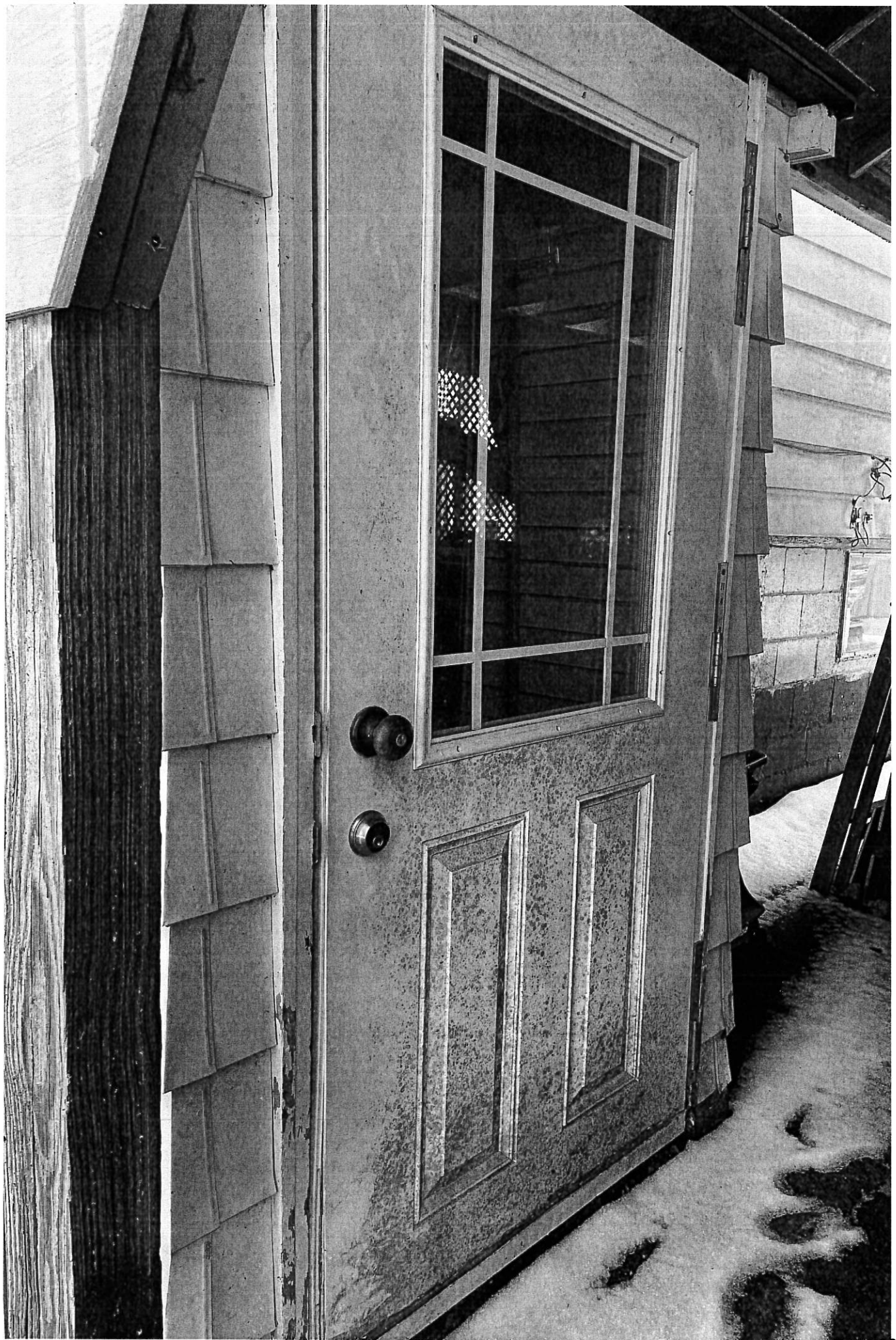
- ☐ Two contractor proposals
- ☐ Site plan *no dimensional changes to structure*
- ☐ Copy of Contractor License
- ☐ Proof of Insurance
- ☐ Photos of what will be repaired

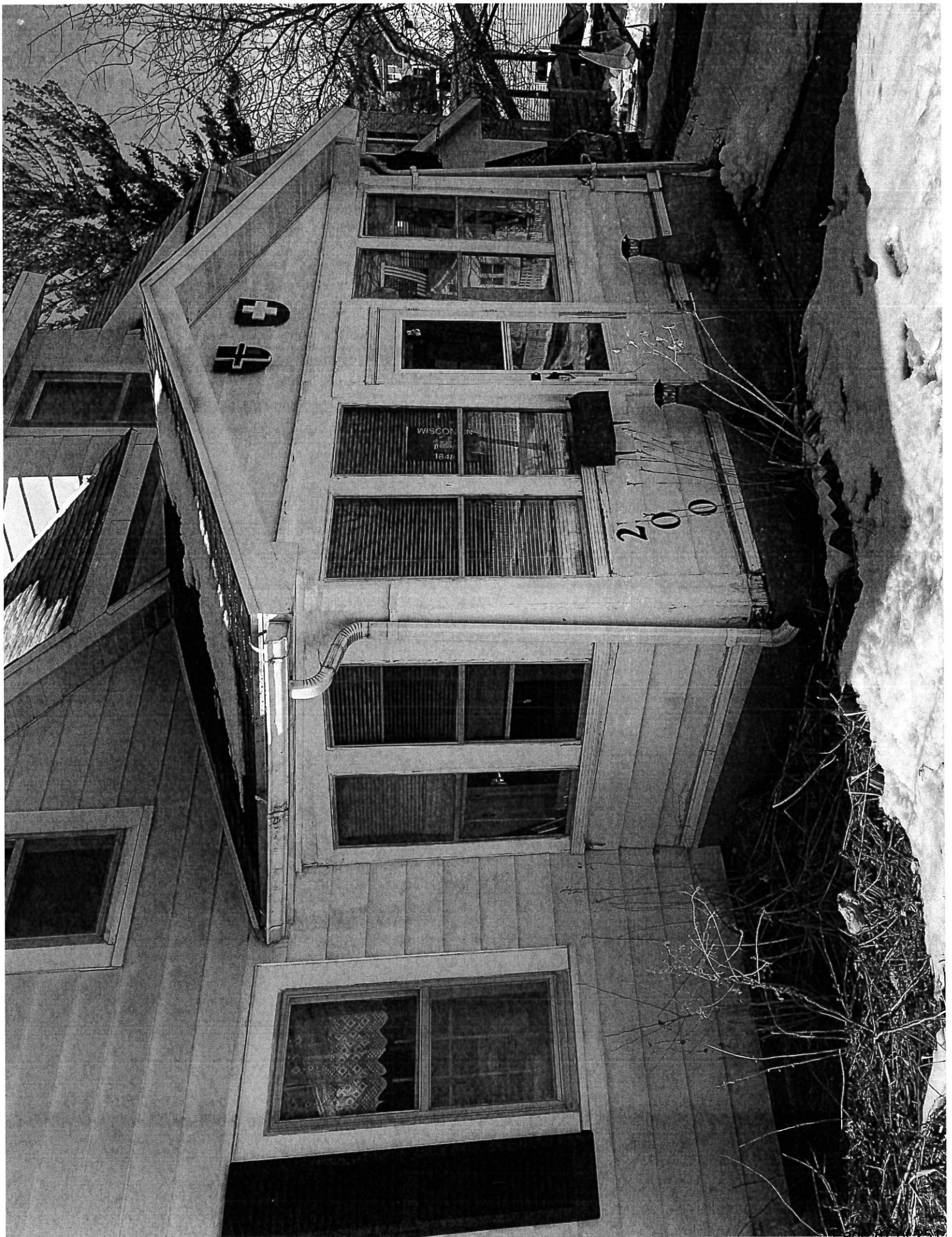
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Jeannette K. Wright
Applicant Signature

3/27/2023
Date

Office Use Only	
Date Application Received: _____	Does this applicant qualify for a building permit? ☐ Yes ☐ No
Community Development Authority Review Date: _____ ☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial	
Recommended conditions or reason for denial (if applicable): 	
Common Council Review Date: _____ ☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below)	
Conditions or reason for denial (if applicable): 	
Authorized Grant Amount: _____	
Date Check Issued: _____	







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**RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM
GRANT APPLICATION**

APPLICANT INFORMATION

Applicant Name Jeanne K Wright

Property Address 200 N 4th St.

Phone 608-695-3789

Email jkh1952@yahoo.com

PROPERTY INFORMATION

Year Home Built 1930s?

Purchase Year of Home 2012

Assessed Value of Home \$ 165,800.

PROJECT INFORMATION

Proposed Start Date 2023

Proposed Completion Date 2023

Contractor Name KLH Construction LLC

Contractor License # _____

Contractor Address 413 Parkview Dr.

Mt. Horeb

WI

53572

Street

City

State

Zip

Contractor Phone 608-577-4058

Contractor Email klhconstruction@gmail.com

Total Project Estimate \$ 7,177.00

Grant Request \$ 3,588.50

Other funding sources that will be used: _____

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

• see cover letter for all bids

• can provide bid for basement door if included
• licence and insurance when bid is accepted



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RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM GRANT APPLICATION

APPLICANT INFORMATION

Applicant Name Jeanne K Wright
Property Address 200 N 4th St
Phone 608-695-3789 Email jkh1952@yahoo.com

PROPERTY INFORMATION

Year Home Built 1940? Purchase Year of Home 2012
Assessed Value of Home \$ 165,800.

PROJECT INFORMATION

Proposed Start Date 2023 Proposed Completion Date 2023
Contractor Name Seth Statz Contractor License # DC-060600008
Contractor Address 4893 Pikes Peak Rd Ridgeway WI 53582
Street City State Zip
Contractor Phone 1-608-347-0472 Contractor Email statzconstruction@gmail.com
Total Project Estimate \$ 2925.00 Grant Request \$ 1762.50
Other funding sources that will be used: Savings

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

- Same as other bids see cover letter
- bid for basement door can be provided
- License and insurance on acceptance of bid.
Grinnel Mutual Ins. Trollway Ins. Scot Marty

DOCUMENTS TO INCLUDE

- ☐ Two contractor proposals
- ☐ Site plan *no dimensional changes to structure*
- ☐ Copy of Contractor License
- ☐ Proof of Insurance
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Applicant Signature

3-27-2023
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Common Council Review Date: _____ ☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below) Conditions or reason for denial (if applicable): 	
Authorized Grant Amount: _____	
Date Check Issued: _____	



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VILLAGE OF MOUNT HOREB

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**RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM
GRANT APPLICATION**

APPLICANT INFORMATION

Applicant Name Jeanne K Wright

Property Address 200 N 4th St.

Phone 608-695-3789

Email jkh1952@yahoo.com

PROPERTY INFORMATION

Year Home Built 1930s?

Purchase Year of Home 2012

Assessed Value of Home \$ 165,800.

PROJECT INFORMATION

Proposed Start Date 2023

Proposed Completion Date 2023

Contractor Name KLH Construction LLC

Contractor License # _____

Contractor Address 413 Parkview Dr.

Mt. Horeb

WI

53572

Contractor Phone 608-577-4058

City

State

Zip

Contractor Email khlconstruction@gmail.com

Total Project Estimate \$ 7,177.00

Grant Request \$ 3,588.50

Other funding sources that will be used: _____

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

• See cover letter for all bids

• can provide bid for basement door if included
• licence and insurance when bid is accepted



VILLAGE OF MOUNT HOREB
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RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM GRANT APPLICATION

APPLICANT INFORMATION

Applicant Name Jeanne K Wright
Property Address 200 N 4th St
Phone 608-695-3789 Email jkh1952@yahoo.com

PROPERTY INFORMATION

Year Home Built 1940? Purchase Year of Home 2012
Assessed Value of Home \$ 165,800.

PROJECT INFORMATION

Proposed Start Date 2023 Proposed Completion Date 2023
Contractor Name Seth Statz Contractor License # DC-060600008
Contractor Address 4893 Pikes Peak Rd Ridgeway WI 53582
Street City State Zip
Contractor Phone 1-608-347-0472 Contractor Email statzconstruction@gmail.com
Total Project Estimate \$ 2925.00 Grant Request \$ 1762.50
Other funding sources that will be used: Savings

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

- Same as other bids see cover letter
- bid for basement door can be provided
- License and insurance on acceptance of bid.
Grinnel Mutual Ins. Trollway Ins. Scot Marty



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**RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM
GRANT APPLICATION**

APPLICANT INFORMATION

Applicant Name Jeanne K Wright
Property Address 200 N 4th St
Phone 608-695-3789 Email jkh1952@yahoo.com

PROPERTY INFORMATION

Year Home Built 1930's ? Purchase Year of Home 2012
Assessed Value of Home \$ 165,800.

PROJECT INFORMATION

Proposed Start Date 2023 Proposed Completion Date 2023
Contractor Name Ex Kahl Painting Contractor License # _____
Contractor Address 3488 Kelliher Rd Mt. Horeb WI 53572
Street City State Zip
Contractor Phone 608-437-4696 Contractor Email jseikahl@yahoo.com
Total Project Estimate \$ 8,980.00 Grant Request \$ 4,490.00
Other funding sources that will be used: savings

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

. see cover letter for all bids

. will provide insurance with accepted bid

DOCUMENTS TO INCLUDE

- ☐ Two contractor proposals
- ☐ Site plan *no dimensional changes to structure*
- ☐ Copy of Contractor License
- ☐ Proof of Insurance
- ☐ Photos of what will be repaired

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Jeannie K Wright
Applicant Signature

3/31/2023
Date

Office Use Only	
Date Application Received: _____	Does this applicant qualify for a building permit? ☐ Yes ☐ No
Community Development Authority Review Date: _____	
☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial	
Recommended conditions or reason for denial (if applicable): 	
Common Council Review Date: _____	
☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below)	
Conditions or reason for denial (if applicable): 	
Authorized Grant Amount: _____	
Date Check Issued: _____	



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**RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM
GRANT APPLICATION**

APPLICANT INFORMATION

Applicant Name Jeanne Wright
Property Address 200 N 4th St
Phone 608-695-3789 Email jkh1952@yahoo.com

PROPERTY INFORMATION

Year Home Built 1930's Purchase Year of Home 2012
Assessed Value of Home \$ 165,800.

PROJECT INFORMATION

Proposed Start Date 2023 Proposed Completion Date 2023
Contractor Name Genesis Painting Contractor License #
Contractor Address 4401 Femrite Drive Madison WI 53716
Street City State Zip
Contractor Phone 608-310-2144 Contractor Email alyssa@genesiseexteriors.com
Total Project Estimate \$ 1887 or 9384 Grant Request \$ 3943.50 or 4,692.
*
Other funding sources that will be used: savings

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

see cover letter

*\$7887 w/o painting soffits, fascia, gutters, downspouts - optional
in bid at additional cost of \$1497. I think this may
not be necessary after cleaning



VILLAGE OF MOUNT HOREB

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**RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM
GRANT APPLICATION**

APPLICANT INFORMATION

Applicant Name Jeanne K Wright
Property Address 200 N 4th St
Phone 608-695-3789 Email jkh1952@yahoo.com

PROPERTY INFORMATION

Year Home Built 1930's ? Purchase Year of Home 2012
Assessed Value of Home \$ 165,800.

PROJECT INFORMATION

Proposed Start Date 2023 Proposed Completion Date 2023
Contractor Name Fox Kahl Painting Contractor License # _____
Contractor Address 3488 Kelliher Rd Mt. Horeb WI 53572
Street City State Zip
Contractor Phone 608-437-4696 Contractor Email jseikahl@yahoo.com
Total Project Estimate \$ 8,980.00 Grant Request \$ 4,490.00
Other funding sources that will be used: savings

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

. see cover letter for all bids

. will provide insurance with accepted bid

DOCUMENTS TO INCLUDE

- ☐ Two contractor proposals
- ☐ Site plan *no dimensional changes to structure*
- ☐ Copy of Contractor License
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- ☐ Photos of what will be repaired

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Jeannette K. Wright
Applicant Signature

3/31/2023
Date

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Common Council Review Date: _____ ☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below) Conditions or reason for denial (if applicable): 	
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**RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM
GRANT APPLICATION**

APPLICANT INFORMATION

Applicant Name Jeanne Wright
Property Address 200 N 4th St
Phone 608-695-3789 Email jkh1952@yahoo.com

PROPERTY INFORMATION

Year Home Built 1930's Purchase Year of Home 2012
Assessed Value of Home \$ 165,800.

PROJECT INFORMATION

Proposed Start Date 2023 Proposed Completion Date 2023
Contractor Name Genesis Painting Contractor License #
Contractor Address 4401 Femrite Drive Madison WI 53716
Street City State Zip
Contractor Phone 608-310-2144 Contractor Email alysa@genesiseexteriors.com
Total Project Estimate \$ 1887 or 9384 Grant Request \$ 3943.50 or 4,692.
Other funding sources that will be used: savings

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

see cover letter

*\$7887 w/o painting soffits, fascia, gutters, downspouts - optional
in bid at additional cost of \$1497. I think this may
not be necessary after cleaning

DOCUMENTS TO INCLUDE

- ☐ Two contractor proposals
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Jeannine K Wright
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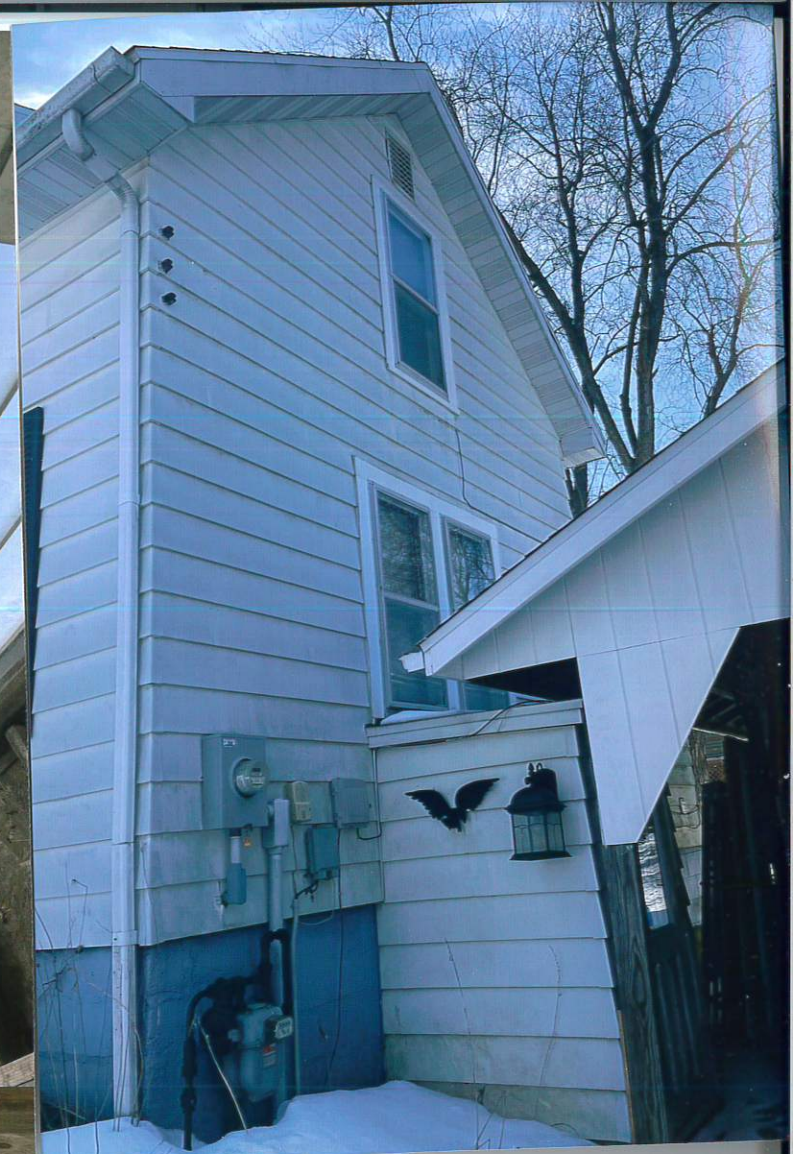
3/27/2023
Date

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☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial	
Recommended conditions or reason for denial (if applicable): 	
Common Council Review Date: _____	
☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below)	
Conditions or reason for denial (if applicable): 	
Authorized Grant Amount: _____	
Date Check Issued: _____	











VILLAGE OF MOUNT HOREB

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RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM
GRANT APPLICATION

APPLICANT INFORMATION

Applicant Name Jed Tank / Maggie Milcrick
Property Address 209 S 2nd St
Phone 608-800-2043 Email jedtank@gmail.com

PROPERTY INFORMATION

Year Home Built 1915? Purchase Year of Home 2017
Assessed Value of Home \$ 310,000

PROJECT INFORMATION

Proposed Start Date May 1 Proposed Completion Date May 10
Contractor Name Maly Roofing Contractor License # PL-099600013
Contractor Address 4202 Robertson Rd Madison WI 53714
Street City State Zip
Contractor Phone 608-249-7663 Contractor Email steepslope@malyroofing.com
Total Project Estimate \$ 21,314 Grant Request \$ 5000
Other funding sources that will be used: savings, HELDL

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

We need a new roof. It's probably 25 years old.
We also need new gutters. They're leaking and
falling apart.

DOCUMENTS TO INCLUDE

- ☒ Two contractor proposals
- ☐ Site plan
- ☒ Copy of Contractor License
- ☒ Proof of Insurance
- ☒ Photos of what will be repaired

Certification: The information provided above is true and accurate to the best of my knowledge and I have read and understand the guidelines of the Village of Milton Residential Exterior Improvement Program and agree to abide by its conditions. I acknowledge that the Common Council has the right to terminate this agreement under the Residential Exterior Improvement Program if I, as the applicant, am found to be in violation of any conditions set forth in the guidelines of the program. I understand this is a matching grant up to \$5,000.


Applicant Signature

April 7, 2023
Date

Office Use Only	
Date Application Received: _____	Does this applicant qualify for a building permit? ☐ Yes ☐ No
Community Development Authority Review Date: _____ ☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial Recommended conditions or reason for denial (if applicable): _____ _____ _____	
Common Council Review Date: _____ ☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below) Conditions or reason for denial (if applicable): _____ _____ _____ _____	
Authorized Grant Amount: _____	
Date Check Issued: _____	



APPLICANT INFORMATION

Applicant Name: Ward Hammond / Patty Schlafer

Property Address: 210 Lake Street; Mount Horeb, WI 53572

Phone: 608-437-3894 Ward cell: 608-636-3403 email: toast@mhtc.net

toast@mhtc.net

PROPERTY INFORMATION

Year Home Built: 1919 (approx) Purchase Year of Home: 1996

Assessed Value of Home: \$171,000

PROJECT INFORMATION

Proposed Start Date Spring 2023

Proposed Completion Date Fall 2023

Contractor Name(s)

Proposal #1 Kittleson Landscape Inc.
100486 County Hwy ID
Blue Mounds, WI 53517
608-437-4422
\$14,500

Proposal #2 Wisconsin Landscapes and Remodeling
10921 Spring Creek Road
Blue Mounds, WI 53517
608-437-3662
\$12,850

Grant Request: \$5,000

Other funding sources: Personal Savings

PROJECT NARRATIVE

We became aware of this grant program and collaborated with our neighbor (212 Lake Street) to seek estimates from local contractors hoping there would be some appeal in working on adjoining sites.

We both have gravel driveways that need concrete replacement.

In addition, our site at 210 Lake specifically needs replacement of a collapsed retaining wall for a raised driveway.

DOCUMENTS TO INCLUDE

- ☒ Two contractor proposals
- ☒ Site plan
- ☐ Copy of Contractor License
- ☒ Proof of Insurance
- ☒ Photos of what will be repaired

Certification: The information provided above is true and accurate to the best of my knowledge and I have read and understand the guidelines of the Village of Milton Residential Exterior Improvement Program and agree to abide by its conditions. I acknowledge that the Common Council has the right to terminate this agreement under the Residential Exterior Improvement Program if I, as the applicant, am found to be in violation of any conditions set forth in the guidelines of the program. I understand this is a matching grant up to \$5,000.

Ward Hamner
Applicant Signature

3.30.23
Date

Office Use Only	
Date Application Received: _____	Does this applicant qualify for a building permit? ☐ Yes ☐ No
Community Development Authority Review Date: _____ ☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial Recommended conditions or reason for denial (if applicable): 	
Common Council Review Date: _____ ☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below) Conditions or reason for denial (if applicable): 	
Authorized Grant Amount: _____	
Date Check Issued: _____	



510 Green St.
Mount Horeb, WI 53572

March 29, 2023

Nicholas Owen
Village Of Mount Horeb Administrator
138 E. Main St.
Mount Horeb, WI 53572

Dear Mr. Owen,
Please find enclosed the necessary documents for the Residential Exterior Improvement Program grant:

- Grant application
- Site plan
- Contractor proposals (2)
- Contractor proof of insurance
- Photos of proposed project

I have included two versions of the grant application, one for each contractor. Fink's Paving is our preferred contractor, but they cannot guarantee the project would be completed this year as they are scheduling into fall already.

Armor Asphalt Sealcoating is an acceptable alternative, but they are not licensed. Asphalt paving companies are not required to be licensed in Wisconsin so they did not get licensed. Also, as a seasonal company, they suspend their insurance for winter. They are re-instating it in April and can provide a copy of their certificate of insurance in a couple weeks. If the grant process requires licensing, then we will work with Fink's. If the licensing piece can be waived, we would use Armor to ensure completion this year.

Please let me know if you need anything additional. Thank you.

Sincerely,



Brad Delwiche
608-284-0970
brad.delwiche@gmail.com



VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM GRANT APPLICATION

APPLICANT INFORMATION

Applicant Name Brad and Sandy Delwiche
Property Address 510 Green ST.
Phone 608-284-0970 Email brad.delwiche@gmail.com

PROPERTY INFORMATION

Year Home Built 1969 Purchase Year of Home 2017
Assessed Value of Home \$ 269,000

PROJECT INFORMATION

Proposed Start Date 8/1/23 Proposed Completion Date 8/31/23
Contractor Name Finch's Paving Contractor License # 1107021
Contractor Address 2732 Hwy 78 Mount Horeb WI 53572
Street City State Zip
Contractor Phone 608-437-5779 Contractor Email abing@finchspaving.com
Total Project Estimate \$ 7,350 Grant Request \$ 3,675
Other funding sources that will be used: Savings

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

Replacement of buckling, cracked, and crumbling
concrete driveway with Asphalt.



VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

**RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM
GRANT APPLICATION**

APPLICANT INFORMATION

Applicant Name Brad and Sandy Delwiche
Property Address 510 Green St.
Phone 608-284-0970 Email brad.delwiche@gmail.com

PROPERTY INFORMATION

Year Home Built 1969 Purchase Year of Home 2017
Assessed Value of Home \$ 269,000

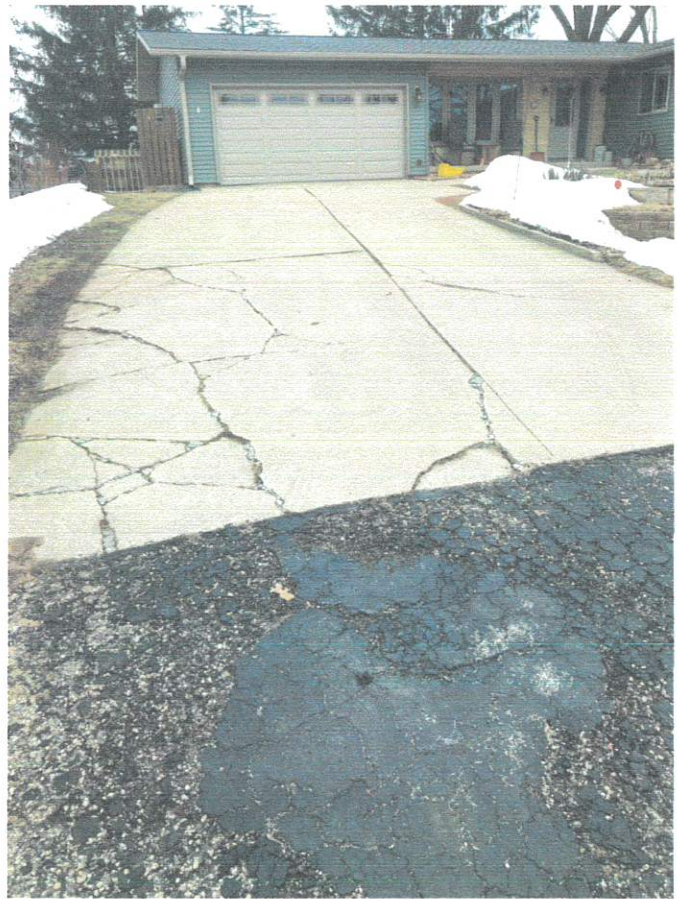
PROJECT INFORMATION

Proposed Start Date 8/1/23 Proposed Completion Date 8/31/23
Contractor Name Armor Asphalt Sealcoating Contractor License # NONE
Contractor Address 6709 Raymond Rd #234 Madison WI 53719
Street City State Zip
Contractor Phone 608-509-5903 Contractor Email armoryourasphalt@gmail.com
Total Project Estimate \$ 6,900 Grant Request \$ 3,450
Other funding sources that will be used: Savings

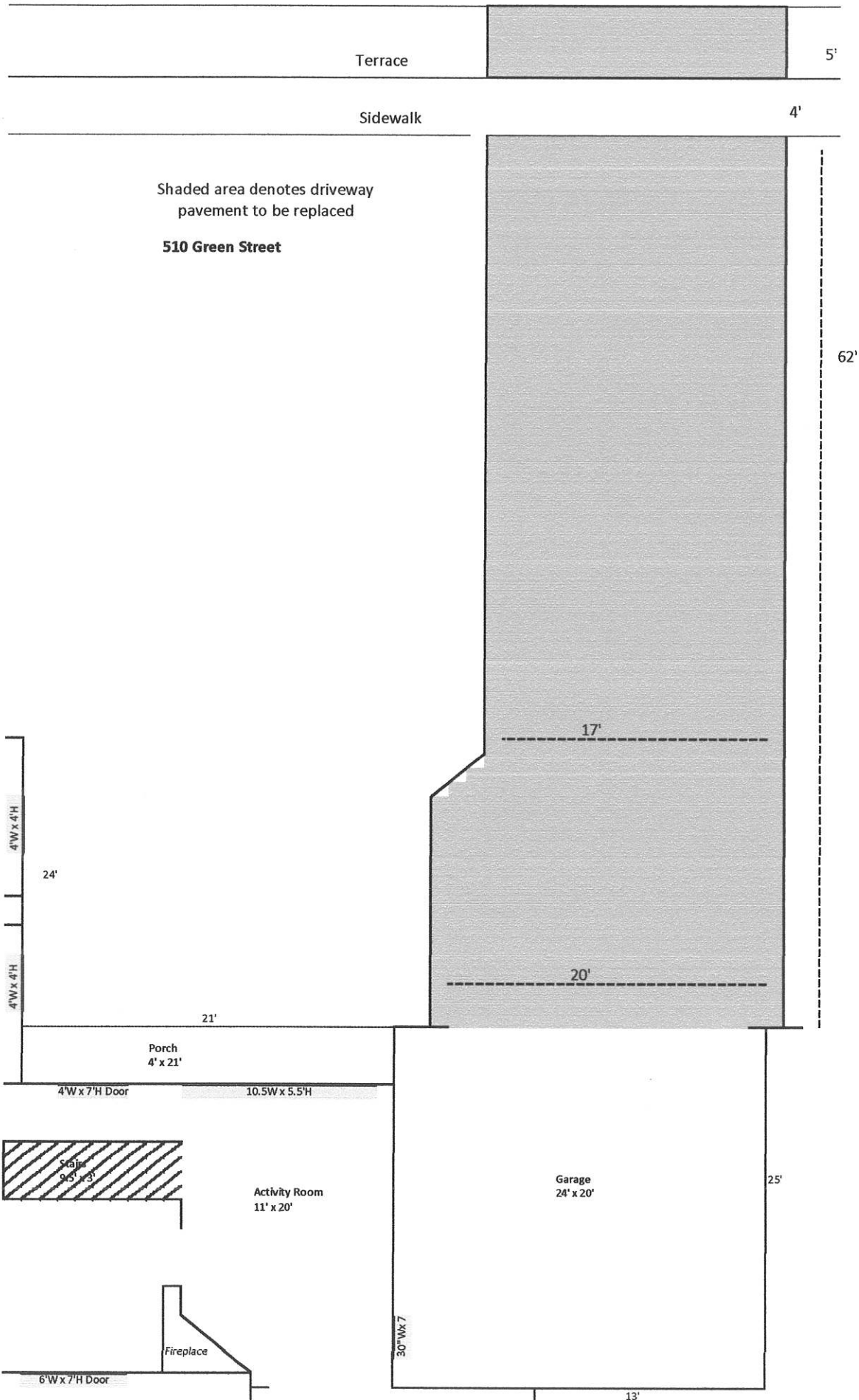
Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

Replacement of buckling, cracked, and crumbling
concrete driveway with asphalt



GREEN STREET



510 Green Street

This floor plan shows a single-story house with a total area of 1,700 sq. ft. The layout includes a large front porch (4' x 21') leading into a living room (20' x 13') with a fireplace. The kitchen (22' x 11') features a sink, stove, and refrigerator, and is adjacent to a dining area (9'5" x 9'5") and a breakfast room (9'5" x 9'5"). The house has three bedrooms: a Master Bedroom (13' x 16') with a closet, and two other bedrooms (11' x 15' and 13' x 12'). The Master Bath (4' x 11') and Main Bath (8' x 8') are also shown. A two-car garage (24' x 20') is attached to the side. The plan includes various closets, a linen closet, and a storage closet. Dimensions for walls, doors, and windows are provided throughout the layout.



VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM GRANT APPLICATION

APPLICANT INFORMATION

Applicant Name Kyle & Caitlin Frisch

Property Address 305 south 5th st. Mt. Horeb WI 53572

Phone 608-444-3488 (Kyle)
608-574-3174 (Caitlin)

Email Kyle.Frisch@yahoo.com
Caitlin.j054@gmail.com

PROPERTY INFORMATION

Year Home Built 1900

Purchase Year of Home 2017

Assessed Value of Home \$ 165,000

PROJECT INFORMATION

Proposed Start Date ASAP (upon approval of grant) Proposed Completion Date Within 1 year of approval
#1 (BH Construction) (BH Construction) = DC-012200053

Contractor Name Tim Forseth (for windows) Contractor License # ~~XXXXXXXXXX~~

Contractor Address 1636 springrose rd. Verona WI 53593
Street City State Zip

Contractor Phone 608-212-5145 Contractor Email erlypine@tds.net

Total Project Estimate \$ 3,850.00 Grant Request \$ \$4,000.00 (in case of additional costs)

Other funding sources that will be used: personal funds

*** (Please see attached sheet for contractor #2 - Schmitz Roofing - will complete the garage roof repair.)

Project Narrative (attach additional sheets if necessary). Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

We are planning on replacing 5 original windows in the up stairs of our house that are very drafty. Some are very hard to open as well and could be a safety issue. The current (original windows) are single pane & use a pulley/weight system to lift & lower windows. Most are very difficult to open/close.

DOCUMENTS TO INCLUDE

- ☒ Two contractor proposals
- ☒ Site plan
- ☒ Copy of Contractor License
- ☒ Proof of Insurance
- ☒ Photos of what will be repaired

Certification: The information provided above is true and accurate to the best of my knowledge and I have read and understand the guidelines of the Village of Milton Residential Exterior Improvement Program and agree to abide by its conditions. I acknowledge that the Common Council has the right to terminate this agreement under the Residential Exterior Improvement Program if I, as the applicant, am found to be in violation of any conditions set forth in the guidelines of the program. I understand this is a matching grant up to \$5,000.

Nyle Przel
Applicant Signature

Carol Frisco

3-31-23
Date

Office Use Only	
Date Application Received: _____	Does this applicant qualify for a building permit? ☐ Yes ☐ No
Community Development Authority Review Date: _____ ☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial Recommended conditions or reason for denial (if applicable): 	
Common Council Review Date: _____ ☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below) Conditions or reason for denial (if applicable): _____ _____ 	
Authorized Grant Amount: _____	
Date Check Issued: _____	

safety concern

Windows - weight/pulley - single pane - rotted



Windows - Won't open - single pane - rotted - Safety concern



Garage Roof - evident wetness





Garage Roof = Wet / Leaking



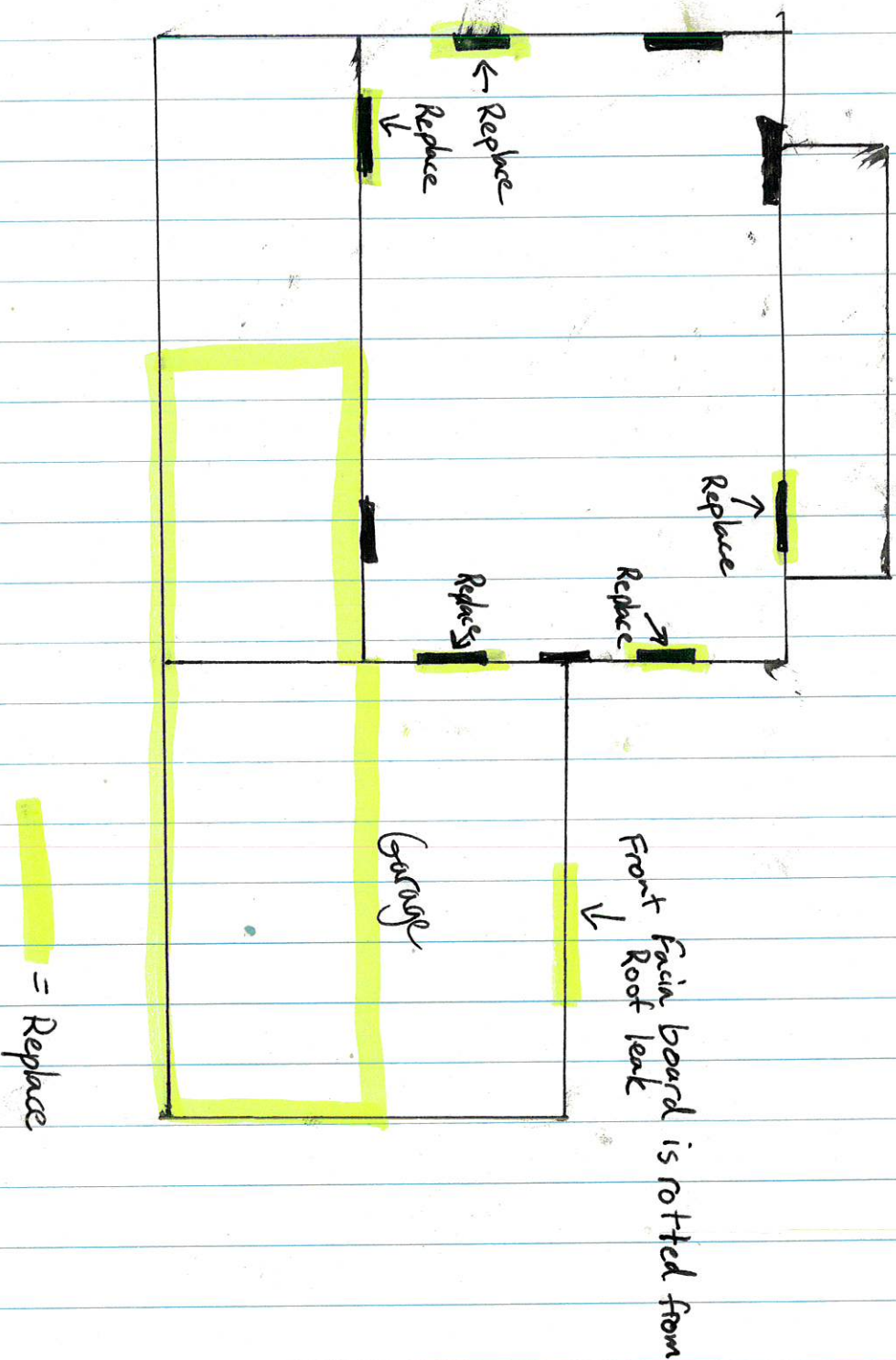
Window

Window = rotted, will not open



Site Plan: 305 South 5th St.
3-31-23

5th St.





VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM GRANT APPLICATION

APPLICANT INFORMATION

Applicant Name Matthew Caygill & Melissa Clark
Property Address 316 W Main St. Mt. Horeb, WI 53572
Phone 608-572-6049 (Matt) Email stonemarcs4u@yahoo.com (Matt)
608-636-4713 (Melissa) Email missylou1755@yahoo.com (Melissa)

PROPERTY INFORMATION

Year Home Built 1900's (don't know exact date) Purchase Year of Home 2015
Assessed Value of Home \$ 210,400.00 (2022 Assessed Value)

PROJECT INFORMATION

Proposed Start Date As soon as possible Proposed Completion Date 3 weeks after start date
Contractor Name StoneMarcs, Inc. Contractor License # _____
Contractor Address 316 W Main St. Mt. Horeb WI 53572
Street City State Zip
Contractor Phone 608-572-6049 Contractor Email stonemarcs4u@yahoo.com
Total Project Estimate \$ 16,025.00 Grant Request \$ 5,000.00
Other funding sources that will be used: Personal funds

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

There is a need to continue/finish the replacement of the old wood siding on the exterior of our house as it was deteriorating. We have already installed new vinyl siding and board & batten on most of the exterior, along with numerous other improvements. As shown on the enclosed pictures we plan to have veneer stone installed on the remaining unfinished areas. There is a picture of the stone that will be installed enclosed as well.

316 W Main St Site Plan Details/Measurements

The total square foot of stone veneer to be installed is 641 sq ft. Please see enclosed pictures, highlighted areas signifying where stone will be installed.

Front Elevation: 181.75 sq. ft. total - 118 sq. ft. on the front façade, 3 columns to total 63.75 sq. ft.

East Elevation: 158.75 sq. ft. total

West Elevation: 192.5 sq. ft. total

Rear Elevation: 108 sq. ft. total

Front Elevation - highlighted
areas to show where stone
will be installed



East Elevation

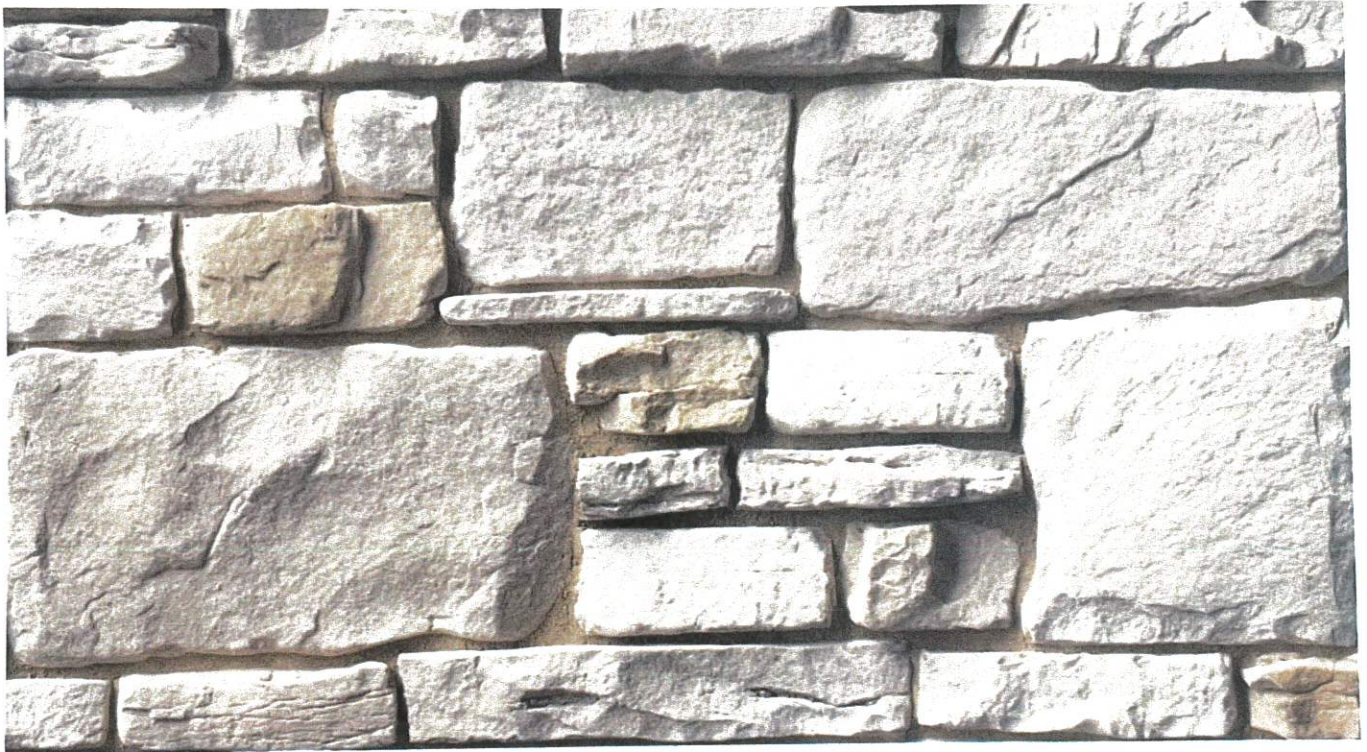




Rear Elevation



Sample of Stone to be installed



Bianco

BEFORE - Front Elevation



BEFORE- East Elevation



BEFORE- West Elevation



BEFORE- Rear Elevation



















AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 7.f

Consider Resolution 2023-04, Debt Issuance

BACKGROUND

This is the biannual debt issuance for street projects. With overages experienced in the past two years, we are also including some funds to reimburse the capital project funds for previous expenses. Kevin Mullen with Baird will be present to discuss the issuance.

RECOMMENDATION

ATTACHMENTS

1. reso 2023-04 Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,250,000 GO Promissory Notes

RESOLUTION NO. 2023-04

RESOLUTION AUTHORIZING THE ISSUANCE AND
ESTABLISHING PARAMETERS FOR THE SALE OF NOT TO
EXCEED \$2,250,000 GENERAL OBLIGATION PROMISSORY NOTES

WHEREAS, the Village Board hereby finds and determines that it is necessary, desirable and in the best interest of the Village of Mount Horeb, Dane County, Wisconsin (the "Village") to raise funds for public purposes, including paying the cost of street improvement projects (the "Project");

WHEREAS, the Village Board hereby finds and determines that the Project is within the Village's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the Village is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue general obligation promissory notes for such public purposes;

WHEREAS, it is the finding of the Village Board that it is necessary, desirable and in the best interest of the Village to authorize the issuance of and to sell the general obligation promissory notes (the "Notes") to Robert W. Baird & Co. Incorporated (the "Purchaser");

WHEREAS, the Purchaser intends to submit a note purchase agreement to the Village (the "Proposal") offering to purchase the Notes in accordance with the terms and conditions to be set forth in the Proposal; and

WHEREAS, in order to facilitate the sale of the Notes to the Purchaser in a timely manner, the Village Board hereby finds and determines that it is necessary, desirable and in the best interest of the Village to delegate to the Village Administrator and Finance Director/Treasurer (the "Authorized Officers") of the Village the authority to accept the Proposal on behalf of the Village so long as the Proposal meets the terms and conditions set forth in this Resolution by executing a certificate in substantially the form attached hereto as Exhibit A and incorporated herein by reference (the "Approving Certificate").

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village that:

Section 1. Authorization and Sale of the Notes; Parameters. For the purpose of paying costs of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of not to exceed TWO MILLION TWO HUNDRED FIFTY THOUSAND DOLLARS (\$2,250,000) from the Purchaser upon the terms and subject to the condition set forth in this Resolution. Subject to satisfaction of the conditions set forth in Section 16 of this Resolution, the President and Village Clerk are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the Village, Notes aggregating the principal amount of not to exceed TWO MILLION TWO HUNDRED FIFTY THOUSAND DOLLARS (\$2,250,000). The purchase price to be paid to the Village for the Notes shall not be less than 96.65% of the principal amount of the Notes and the difference between the initial public offering price of the Notes and the purchase price to be paid to the

Village by the Purchaser shall not exceed 3.35% of the principal amount of the Notes, with an amount not to exceed 1.35% of the principal amount of the Notes representing the Purchaser's compensation and an amount not to exceed 2.00% of the principal amount of the Notes representing costs of issuance, including bond insurance premium (if any), payable by the Purchaser or the Village.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes"; shall be issued in the aggregate principal amount of up to \$2,250,000; shall be dated as of their date of issuance; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and mature or be subject to mandatory redemption on the dates and in the principal amounts set forth below, provided that the principal amount of each maturity or mandatory redemption amount may be increased or decreased by up to \$200,000 per maturity or mandatory redemption amount. Any maturity or mandatory redemption payment in an amount equal to or less than \$200,000 may be eliminated. The aggregate principal amount of the Notes shall not exceed \$2,250,000. The schedule below assumes the Notes are issued in the aggregate principal amount of \$2,250,000.

<u>Date</u>	<u>Principal Amount</u>
04-01-2024	\$50,000
04-01-2025	200,000
04-01-2026	200,000
04-01-2027	200,000
04-01-2028	240,000
04-01-2029	250,000
04-01-2030	260,000
04-01-2031	270,000
04-01-2032	285,000
04-01-2033	295,000

Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2024. The true interest cost on the Notes (computed taking the Purchaser's compensation into account) shall not exceed 4.50%. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board.

Section 3. Redemption Provisions. The Notes shall not be subject to optional redemption or shall be callable as set forth on the Approving Certificate. If the Proposal specifies that certain of the Notes are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment to the Approving Certificate labeled as Schedule MRP. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in the Approving Certificate in such manner as the Village shall direct.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit B and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the Village are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the Village a direct annual irrepealable tax in the years 2023 through 2032 for the payments due in the years 2024 through 2033 in the amounts as are sufficient to meet the principal and interest payments when due.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the Village shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the Village and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the Village for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the Village then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There shall be and there hereby is established in the treasury of the Village, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the Village may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes - 2023" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the Village at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the Village above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the Village, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the Village, unless the Village Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the Village and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the Village, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The Village represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The Village further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes

including, if applicable, the rebate requirements of Section 148(f) of the Code. The Village further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Village Clerk or other officer of the Village charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the Village certifying that the Village can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The Village also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the Village will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the Village by the manual or facsimile signatures of the President and Village Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the Village of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the Village has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The Village hereby authorizes the officers and agents of the Village to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by Zions Bancorporation, National Association, Chicago, Illinois, which is hereby appointed as the Village's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The Village hereby authorizes the President and Village Clerk or other appropriate officers of the Village to enter into a Fiscal Agency

Agreement between the Village and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

Section 13. Persons Treated as Owners; Transfer of Notes. The Village shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the President and Village Clerk shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The Village shall cooperate in any such transfer, and the President and Village Clerk are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the Village at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the Village agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Village Clerk or other authorized representative of the Village is authorized and directed to execute and deliver to DTC on behalf of the Village to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the Village Clerk's office.

Section 16. Condition on Issuance and Sale of the Notes. The issuance of the Notes and the sale of the Notes to the Purchaser are subject to approval by the Authorized Officers of the principal amount, definitive maturities, redemption provisions, interest rates and purchase price for the Notes, which approval shall be evidenced by execution by the Authorized Officers of the Approving Certificate.

The Notes shall not be issued, sold or delivered until this condition is satisfied. Upon satisfaction of this condition, the Authorized Officers are authorized to execute a Proposal with the Purchaser providing for the sale of the Notes to the Purchaser.

Section 17. Official Statement. The Village Board hereby directs the Authorized Officers to approve the Preliminary Official Statement with respect to the Notes and deem the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by the Authorized Officers or other officers of the Village in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate Village official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Village Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 18. Undertaking to Provide Continuing Disclosure. The Village hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the Village to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the President and Village Clerk, or other officer of the Village charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the Village's Undertaking.

Section 19. Record Book. The Village Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 20. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the Village are authorized to take all actions necessary to obtain such municipal bond insurance. The President and Village Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the President and Village Clerk including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 21. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Village Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded May 3, 2023.

Ryan Czyzewski
President

ATTEST:

Alyssa Gaffney
Village Clerk

(SEAL)

EXHIBIT A
Approving Certificate

(See Attached)

APPROVING CERTIFICATE

The undersigned Village Administrator and Finance Director/Treasurer of the Village of Mount Horeb, Dane County, Wisconsin (the "Village"), hereby certify that:

1. Resolution. On May 3, 2023, the Village Board of the Village adopted a resolution (the "Resolution") authorizing the issuance and establishing parameters for the sale of not to exceed \$2,250,000 General Obligation Promissory Notes of the Village (the "Notes") to Robert W. Baird & Co. Incorporated (the "Purchaser") and delegating to us the authority to approve the Preliminary Official Statement, to approve the purchase proposal for the Notes, and to determine the details for the Notes within the parameters established by the Resolution.

2. Proposal; Terms of the Notes. On the date hereof, the Purchaser offered to purchase the Notes in accordance with the terms set forth in the Note Purchase Agreement between the Village and the Purchaser attached hereto as Schedule I (the "Proposal"). The Proposal meets the parameters established by the Resolution and is hereby approved and accepted.

The Notes shall be issued in the aggregate principal amount of \$_____, which is not more than the \$2,250,000 approved by the Resolution, and shall mature on April 1 of each of the years and in the amounts and shall bear interest at the rates per annum as set forth in the Pricing Summary attached hereto as Schedule II and incorporated herein by this reference. The amount of each annual principal or mandatory redemption payment due on the Notes is not more than \$200,000 more or less per maturity or mandatory redemption amount than the schedule included in the Resolution as set forth below:

<u>Date</u>	<u>Resolution Schedule</u>	<u>Actual Amount</u>
04-01-2024	\$50,000	\$ _____
04-01-2025	200,000	_____
04-01-2026	200,000	_____
04-01-2027	200,000	_____
04-01-2028	240,000	_____
04-01-2029	250,000	_____
04-01-2030	260,000	_____
04-01-2031	270,000	_____
04-01-2032	285,000	_____
04-01-2033	295,000	_____

The true interest cost on the Notes (computed taking the Purchaser's compensation into account) is _____%, which is not in excess of 4.50%, as required by the Resolution.

3. Purchase Price of the Notes. The Notes shall be sold to the Purchaser in accordance with the terms of the Proposal at a price of \$_____, plus accrued interest, if any, to the date of delivery of the Notes, which is not less than 96.65% of the principal amount of the Notes, as required by the Resolution.

The difference between the initial public offering prices provided by the Purchaser of the Notes (\$_____) and the purchase price to be paid to the Village by the Purchaser (\$_____) is \$_____, or _____% of the principal amount of the Notes, which does not exceed 3.35% of the principal amount of the Notes. The portion of such amount representing Purchaser's compensation is \$_____, or not more than 1.35% of the principal amount of the Notes. The amount representing other costs of issuance is \$_____, which does not exceed 2.00% of the principal amount of the Notes.

4. Redemption Provisions of the Notes. [The Notes are not subject to optional redemption.] [The Notes maturing on April 1, [2031] and thereafter are subject to redemption prior to maturity, at the option of the Village, on April 1, [2030] or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.] [The Proposal specifies that [some of] the Notes are subject to mandatory redemption. The terms of such mandatory redemption are set forth on an attachment hereto as Schedule MRP and incorporated herein by this reference.]

5. Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same respectively falls due, the full faith, credit and taxing powers of the Village have been irrevocably pledged and there has been levied on all of the taxable property in the Village, pursuant to the Resolution, a direct, annual irrepealable tax in an amount and at the times sufficient for said purpose. Such tax shall be for the years and in the amounts set forth on the debt service schedule attached hereto as Schedule III.

6. Preliminary Official Statement. The Preliminary Official Statement with respect to the Notes is hereby approved and deemed "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934.

7. Approval. This Certificate constitutes our approval of the Proposal, and the principal amount, definitive maturities, interest rates, purchase price and redemption provisions for the Notes and the direct annual irrepealable tax levy to repay the Notes, in satisfaction of the parameters set forth in the Resolution.

IN WITNESS WHEREOF, we have executed this Certificate on
_____, 2023 pursuant to the authority delegated to us in the Resolution.

Nicholas W. Owen
Village Administrator

Joan Stuessy
Finance Director/Treasurer

COPY

SCHEDULE I TO APPROVING CERTIFICATE

Proposal

To be provided by the Purchaser and incorporated into the Certificate.

(See Attached)

COPY

SCHEDULE II TO APPROVING CERTIFICATE

Pricing Summary

To be provided by the Purchaser and incorporated into the Certificate.

(See Attached)

COPY

SCHEDULE III TO APPROVING CERTIFICATE

Debt Service Schedule and Irrepealable Tax Levies

To be provided by the Purchaser and incorporated into the Certificate.

(See Attached)

COPY

[SCHEDULE MRP

Mandatory Redemption Provision

The Notes due on April 1, ____, ____, and ____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on April 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on April 1, 20__

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on April 1, 20__

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on April 1, 20__

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on April 1, 20__

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)]

EXHIBIT B

(Form of Note)

REGISTERED UNITED STATES OF AMERICA
STATE OF WISCONSIN DOLLARS
DANE COUNTY
NO. R-____ VILLAGE OF MOUNT HOREB \$_____
GENERAL OBLIGATION PROMISSORY NOTE

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
April 1, _____, 2023 _____ % _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$ _____)

FOR VALUE RECEIVED, the Village of Mount Horeb, Dane County, Wisconsin (the "Village"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2024 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by Zions Bancorporation, National Association, Chicago, Illinois (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the Village are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$2,250,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the Village pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for public purposes, including paying the cost of street improvement projects, as authorized by a resolution adopted on May 3, 2023 as supplemented by an Approving Certificate, dated _____, 2023 (the "Approving Certificate") (collectively, the "Resolution"). Said Resolution is recorded in the official minutes of the Village Board for said date.

【The Notes maturing on April 1, 【2031】 and thereafter are subject to redemption prior to maturity, at the option of the Village, on April 1, 【2030】 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the Village, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.】

【The Notes maturing in the years _____ are subject to mandatory redemption by lot as provided in the Approving Certificate, at the redemption price of par plus accrued interest to the date of redemption and without premium.】

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the Village, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the Village Board as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the Village kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the Village appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new

depository in exchange therefor and upon the payment of a charge sufficient to reimburse the Village for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and Village may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the Village of Mount Horeb, Dane County, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified President and Village Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

VILLAGE OF MOUNT HOREB
DANE COUNTY, WISCONSIN

By: _____
Ryan Czyzewski
President

(SEAL)

By: _____
Alyssa Gaffney
Village Clerk

Date of Authentication: _____, _____

CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned Resolution of the Village of Mount Horeb, Dane County, Wisconsin.

ZIONS BANCORPORATION, NATIONAL
ASSOCIATION,
CHICAGO, ILLINOIS

By _____
Authorized Signatory

COPY

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)



AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 7.g

Consider recommendation of Ordinance 2023-02 changing the zoning classification for 120 S First Street from I-1 Industrial to CB-Central Business to PD1 - Planned Development for Steve Brown Apartments

BACKGROUND

Steve Brown Apartments is applying to rezone 120 S First Street from industrial to Central Business, then to PD Planned Development to allow for the construction of a multi-family housing development. The two-step zoning change allows the applicant to use the Central Business zoning as the underlying zoning district for their Planned Development rather than industrial zoning. Included in your packet are project reviews from Planner Ben Rohr, the rezoning application and support materials. Over the course of two meetings, the Commission had significant discussion on the use of the parking lot for the apartment and received a number of public comments with concerns about parking in the downtown.

In our term sheet for the sale of the lot to Steve Brown Apartments we included an item about incorporating public parking in their project in exchange for Tax Increment District (TID) Funding to cover the additional cost of public parking. The latest proposal from Steve Brown has removed the public parking in order to fully meet parking requirements for their building and they have also withdrawn the request for TID funds. Without the need for TID funds to support the project, staff estimates that the project will generate around \$4 million in tax increments that could be used to address parking in the downtown. Staff has already identified potential spots for parking lots and have reached out to the owners to start the discussion.

While the Front Street lot contains 80 parking spots, on a daily basis around 20-25 are in use, and this fact was supported by the recent Chamber parking survey that was sent to the Board last week. There were also comments made during the Plan Commission meetings that the Village promised the Front Street parking lot when negotiating the parking agreement with the ELC Church. The ELC/Duluth Agreement was executed in 2017 and purchase of the Fire Department Property was not finalized until 2019. Comments may have been made during the discussions that we were working on plans for alternate parking in the downtown but we had no way of making promises or guarantees on additional parking at that time. I appreciate the ELC's



AGENDA ITEM REPORT

generosity and community spirit in working with us to come up with the compromise to allow public and Duluth parking in their lot. If the Front Street lot is no longer available for parking, we will work extremely hard to make sure alternate parking is made available.

RECOMMENDATION

On a 3-2 vote, Plan Commission recommends approval of the zoning change.

ATTACHMENTS

1. FSS LOI 4.7.23
2. 230407_Mt Horeb Revised GDP (1)
3. ord 2023-02 PD rezone 120 S First Street
4. Front Street Station - Aerial View (1)
5. Front Street Station - Aerial View (2)
6. Front Street Station - Aerial View (3)
7. Front Street Station - Aerial View (4)
8. Front Street Station - Aerial View (5)
9. Front Street Station GDP 4.26.23 (1)
10. Village Plan Summary for Village Board Review and Discussion 3.24.23 (1)



Friday, April 7, 2023

Nic Owens
Village Administrator
Village of Mt. Horeb Planning Department
138 E. Main St.
Mount Horeb, WI 53572

Re: Zoning Amendment/GDP Application & CSM
120 E. First St. (Front Street Station Multi-Family Development)

On behalf of Steve Brown Apartments, please accept this Letter of Intent and attachments as our formal request for rezoning of the two lots currently addressed as 120 E. First Street. Per our conversations with staff, this will in effect be two rezones; first from I-1 to CB and then from CB to PD which will allow for greater use of the site.

Project Name: Front Street Station
120 E. First Street (to be readdressed)
Mt. Horeb, WI 53572

Applicant: Steve Brown Apartments
Dan Seeley
120 W. Gorham St.
Madison, WI 53703
Phone: (608) 255-7100
Email: dseeley@stevebrownapts.com

Architect: Brownhouse
Shane Fry
202 W. Gorham St.
Madison, WI 53703
Phone: (608) 663-5100
Email: sfry@brownhousedesigns.com

Civil Engineer: Wyser Engineering
Wade Wyse
300 E. Front St.
Mt. Horeb, WI 53572
Email: wade.wyse@wyserengineering.com

Project Overview:

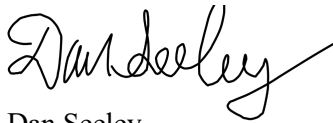
We are pleased to present the included package of materials which provides specific details regarding the project and satisfies the requirements of an application for General Development Plan within a Planned Development District. Should you have any questions regarding this application or find the enclosed materials lacking for any information, please don't hesitate to contact me directly.

Following our meeting with the Mt. Horeb Plan Commission on March 22nd, we have revised our project to remove any reference to public parking. Instead, all proposed parking for the project will be private and for the use of the residents of the project. We made this change in reaction to concerns regarding the proposed parking ratio and availability of parking for the 63 units. Staff is supportive of this revision and have identified other potential locations for public parking should it be needed in the future.

We are excited about the opportunity to bring this great project to Mt. Horeb and continue our investment in the community. As noted in the March 22nd, 2023 staff report, this proposal is in alignment with many of the stated goals and objectives of Mt. Horeb's Comprehensive Plan including infill development and redevelopment opportunities, increasing the types of housing, compact development to preserve open space, and providing new housing in locations with convenient access to commercial and recreational facilities.

Thank you for your consideration of this application. We look forward to discussing it in more detail at the April 26th Plan Commission Meeting and securing approvals for this General Development Plan and associated Certified Survey Map.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan Seeley", with a stylized, flowing script.

Dan Seeley
Vice President of Development and Special Projects
Steve Brown Apartments

FRONT STREET STATION

MOUNT HOREB, WI

GENERAL DEVELOPMENT PLAN

APRIL 7, 2023

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02	PROJECT SUMMARY & BUILDING STATISTICS	10	FLOOR PLANS LOWER PARKING LEVEL P2
03	SITE PLAN & EXISTING CONDITIONS	11	FLOOR PLANS AT GRADE PARKING LEVEL P1 1 ST FLOOR
04	AERIAL VIEWS	12	FLOOR PLANS 2 ND FLOOR PLAN
05	CIVIL PLANS ALTA/NSPS LAND TITLE SURVEY	13	FLOOR PLANS TYPICAL FLOOR PLAN
06	CIVIL PLANS SITE PLAN	14	BUILDING ELEVATIONS NORTH & SOUTH SIDES
07	CIVIL PLANS GRADING & EROSION CONTROL PLAN	15	BUILDING ELEVATIONS EAST & WEST SIDES
08	CIVIL PLANS UTILITY PLAN	16	RENDERINGS STREET VIEW WITH CONTEXT
09	CIVIL PLANS LANDSCAPE PLAN	17	PREVIOUS PROJECTS SAMPLE

Owner:
Steve Brown Apartments



Dan Seeley
120 W. Gorham St.
Madison, WI 53703
Tel: (608) 255-7100
dseeley@stevebrownapts.com

Architect:
Brownhouse



Shane Fry
202 W. Gorham St.
Madison, WI 53703
Tel: (608) 663-5100
sfry@brownhousedesigns.com

Civil Engineering:
Wyser Engineering



Wade Wyse
300 East Front Street
Mount Horeb, WI 53572
Tel: (608) 437-1980
wade.wyse@wyserengineering.com

PROJECT OVERVIEW & BUILDING STATISTICS

Steve Brown Apartments is proposing a new multi-family development in *Mt. Horeb's* vibrant downtown. The ~.8-acre site is currently a municipal parking lot consisting of 77 spaces and bounded by *Front Street* to the North, *First Street* to the East, the *Military Ridge State Trail* to the South and industrial uses to the West. This site is included in TID #5 and included in the *2022 Comprehensive Plan Proposed Land Use* as "central mixed use." We are requesting approval of the enclosed *General Development Plan* and believe it is in direct alignment with the vision of the *Comprehensive Plan* for this area and accomplishes many of the stated goals regarding *Mt. Horeb's* housing needs.

Comprehensive plan *Appendix A* suggests a need for increasing diverse housing units throughout the *Village* is a top priority of the next decade. Particularly, the *Appendix* indicates a need for non-owner-occupied housing units and single-person households in order to accommodate new families within the *Village*. Growth projections for *Mt. Horeb* estimate there will be more than 1000 new households within the *Village* but that the average households are also decreasing in size. *Appendix A* cites this trend of smaller households as an important to consider when evaluating and planning for *Mt. Horeb's* future housing stock. More specifically, an increase in multi-family units will provide a greater diversity in housing options in the *Village* and should be a top

priority. We believe the kind of infill development we are proposing is exactly what is being prescribed.

The development will include a single five-story building consisting of two levels of private and four levels of market rate apartments owned and operated by *Steve Brown Apartments*. The exterior of the building will showcase a mixture of stone, brick and siding products selected to build upon the existing architectural language of *Mt. Horeb's* downtown. The residences themselves will include a mix of studio, 1-bedroom and 2-bedroom apartments and will be finished in high-end materials usually associated with condominiums or custom homes. A rooftop terrace amenity is currently being explored which will provide both an inviting space for residents as well as reduce stormwater.

Pending entitlements, we intend to break ground in 2024 and deliver in the early summer of 2025.

As the owners and operators of North Cape Commons and having recently delivered 20 additional units at that site, we are extremely excited for this opportunity to again work with the *Village* and deliver an exceptional housing product.

1. SITE STATISTICS						2. PARKING STATISTICS:						
TOTAL SITE AREA		32,530 SF				UNDERGROUND SPACES		49 STALLS (2 HCP)				
BUILDING FOOTPRINT		20,814 SF				AT GRADE SPACES		48 STALLS (2 HCP)				
BUILDING COVERAGE RATIO		63.98%				ADDITIONAL PUBLIC SPACES		11 DIA.				
PERVIOUS SURFACE AREA		6,160 SF (18%)				PARKING RATIO (SPACES/UNIT)		1.54				
IMPERVIOUS SURFACE AREA		20,450 SF (82%)										
NUMBER OF STORIES		5 (60 FT MAX.)										
3. ZONING CODE - VILLAGE OF MOUNT HOREB												
	Min. Lot Area Sq.ft.	Min. Lot Width (ft) (at front setback line)	Min. Street Frontage at Right-of-Way (ft.)"	Max. Building Height (ft.)/ Size	Max. Imper-vious Surface (%)	Principal Building Min. Front Yard (ft.)	Principal Building Min. Side Yard (ft.)	Principal Building Min. Rear Yard (ft.)	Acces-sory Building Max. Height (ft.)	Acces-sory Building Min. Distance from Side Lot Line (ft.)	Acces-sory Building Min. Distance from Rear Lot Line (ft.)	Design Review Req'd
CB REQ'D	2,000	24	N/A	50 max/ 20 min.	N/A	N/A	N/A	N/A	15	5	5	Yes
PROPOSED PROJECT	MET	MET	N/A	60	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES
4. BUILDING STATISTICS												
FLOOR #	USAGE					NET SQ. FT. (NET)		GROSS SQ. FT. (GSF)				
P1 LEVEL	LOWER PARKING LEVEL P2					19,973 SF		20,814 SF				
1ST FLOOR	AT GRADE PARKING LEVEL P1					19,973 SF		20,814 SF				
2ND FLOOR	RESIDENTIAL (15 UNITS/FLOOR), CLUBHOUSE & ROOFTOP AREA					17,296 SF + 2,092 SF ROOFTOP		18,020 SF + 2,092 SF ROOFTOP				
3RD FLOOR	RESIDENTIAL (16 UNITS / FLOOR)					17,296 SF		18,020 SF				
4TH FLOOR	RESIDENTIAL (16 UNITS / FLOOR)					17,296 SF		18,020 SF				
5TH FLOOR	RESIDENTIAL (16 UNITS / FLOOR)					17,296 SF		18,020 SF				
5. DWELLING UNIT MIX												
FLOOR	STUDIO		1 BED	2 BED/1 BATH		2 BED/2 BATH		TOTAL				
2ND FLOOR	3 + 2 ANSI		6	2		2		15				
3RD FLOOR	5		6	2		3		16				
4TH FLOOR	5		6	2		3		16				
5TH FLOOR	5		6	2		3		16				
TOTAL	20		24	8		11		63				

SITE PLAN & EXISTING CONDITIONS



US POST OFFICE



FARMERS COOP



HOFF APARTMENTS



DULUTH TRADING COMPANY

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ARCHITECTURE • INTERIOR DESIGN
202 W. Gorham St., Madison, WI 53703
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120 W. Gorham St.
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www.stevebrownapts.com

FRONT STREET STATION
STEVE BROWN APARTMENTS
MT. HOREB, WI

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AERIAL VIEWS

**DULUTH TRADING
COMPANY** | EXISTING

HOFF APARTMENTS | EXISTING

**US POST
OFFICE** | EXISTING

FRONT STREET STATION | PROPOSED

- **AT GRADE PARKING LEVEL - P1**
48 STALLS (2 HCP) /FLOOR
- **LOWER PARKING LEVEL - P2**
49 STALLS (2 HCP) /FLOOR
- **RESIDENTIAL**
4 STORIES (63 UNITS)
OVERALL HEIGHT: 60 FT MAX.



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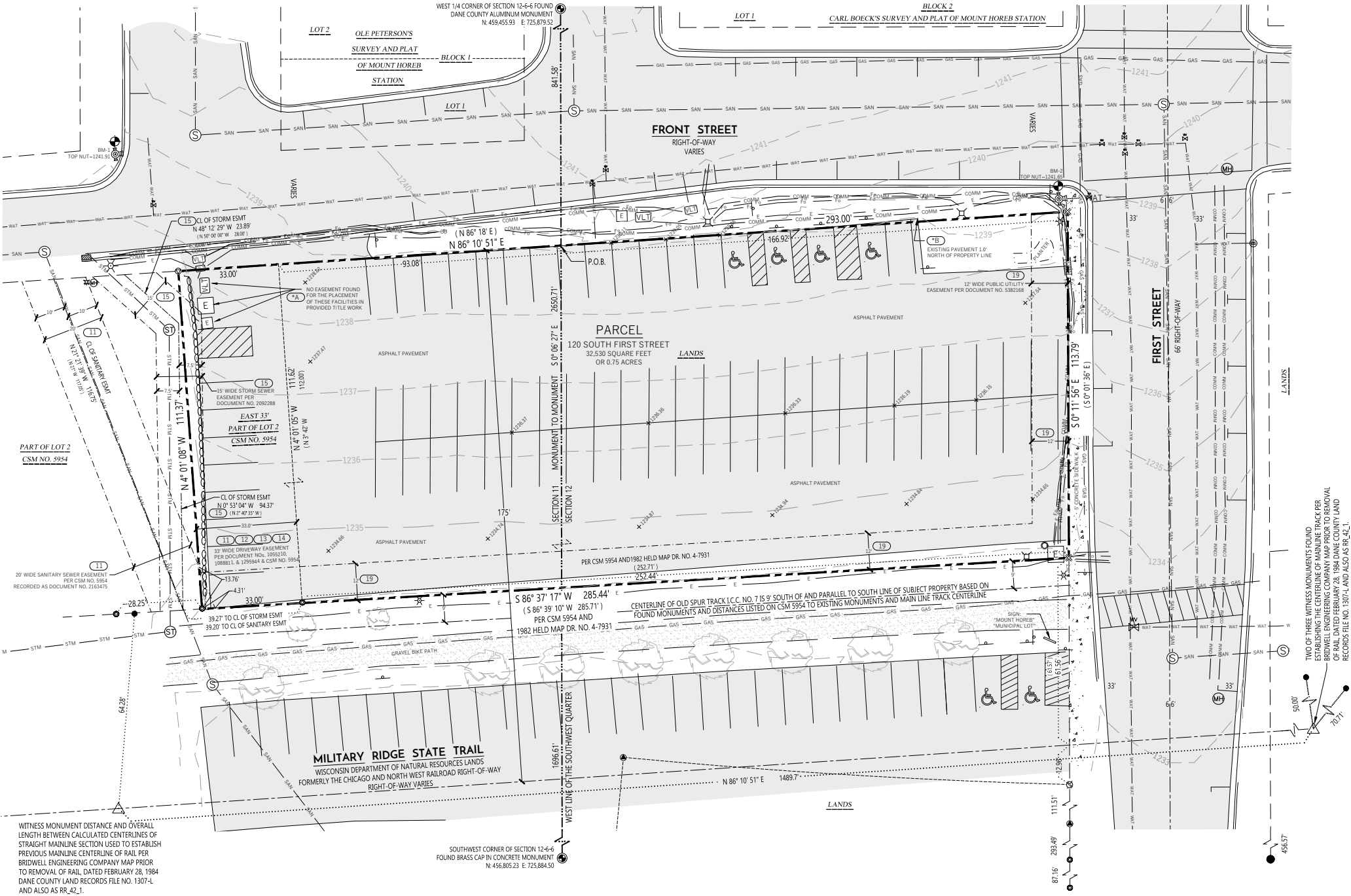
FRONT STREET STATION
STEVE BROWN APARTMENTS
MT. HOREB, WI

04/07/2023
GDP
PAGE 4

File: W:\2022\220397_3504 - Front Street ASB\DWG\220397_3504.dwg User: jacob Plotter: Apr 25, 2022 = 2:02pm Layout: Survey 220397_3504



VICINITY MAP
NOT TO SCALE



NOTES REGARDING ALTA TABLE A REQUIREMENTS

- ITEM 9: THERE ARE 73 STANDARD PARKING STALLS AND 4 HANDICAP PARKING STALLS ON SUBJECT PARCEL.
- ITEM 11(a): NO PLANS OR REPORTS WERE PROVIDED BY THE CLIENT. DIGGER'S HOTLINE WAS CALLED TO MARK UTILITIES.
- ITEM 16: THERE WAS NO EVIDENCE OF EARTHWORK OR BUILDING CONSTRUCTION AT THE TIME OF THIS SURVEY.
- ITEM 17: THE SURVEYOR IS UNAWARE OF ANY PROPOSED CHANGES IN STREET RIGHT-OF-WAY, AND THERE IS NO EVIDENCE OF CONSTRUCTION OR REPAIRS.

SURVEYORS CERTIFICATE

TO: THE VILLAGE OF MOUNT HOREB, A WISCONSIN MUNICIPALITY
STEVE BROWN APARTMENTS
FIRST AMERICAN TITLE INSURANCE COMPANY

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 4, 5, 8, 9, 10, 11(a), 16, 17 AND 19 OF TABLE A THEREOF.

THE FIELD WORK WAS COMPLETED ON APRIL 11, 2022,
DATE OF MAP: APRIL 22, 2022.

IN ACCORDANCE WITH SECTION 3.8 OF THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, ADDITIONAL CERTIFICATION BELOW TO FULFILL WISCONSIN ADMINISTRATIVE CODE, A-E 7 - MINIMUM STANDARDS FOR PROPERTY SURVEYS IN WISCONSIN. ITEM A-E 7.05(8)

I, ZACHARY M. REYNOLDS, WISCONSIN PROFESSIONAL LAND SURVEYOR S-3223, DO HEREBY CERTIFY THAT THIS SURVEY AND MAP IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF WITH THE INFORMATION PROVIDED, BY THE ORDER OF THOSE LISTED HEREON, AND THAT THIS SURVEY COMPLIES WITH A-E 7 OF THE WISCONSIN ADMINISTRATIVE CODE.

ZACHARY M. REYNOLDS, S-3223
WISCONSIN PROFESSIONAL LAND SURVEYOR



LEGAL DESCRIPTION AS FURNISHED

PER FIRST AMERICAN TITLE INSURANCE COMMITMENT FILE NO. NCS-1123235-MAD DATED APRIL 22, 2022 AT 7:30 AM

THAT PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 12 AND THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, ALL IN TOWNSHIP 6 NORTH, RANGE 6 EAST, IN THE VILLAGE OF MOUNT HOREB, DANE COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WEST LINE OF FIRST STREET AS SAID FIRST STREET IS NOW LOCATED AND ESTABLISHED IN MOUNT HOREB, WISCONSIN, DISTANT 175 FEET NORTH AS MEASURED PERPENDICULARLY FROM THE ORIGINAL CENTER LINE OF THE 300 FOOT RIGHT-OF-WAY OF THE CHICAGO AND NORTHWESTERN RAILWAY COMPANY (FORMERLY THE CHICAGO AND TOMAH RAILROAD COMPANY) SAID RIGHT-OF-WAY HAVING 175 FEET ON THE NORTHERLY SIDE AND 125 FEET ON THE SOUTHERLY SIDE OF SAID CENTERLINE; THENCE WESTERLY PARALLEL WITH SAID ORIGINAL CENTERLINE A DISTANCE OF 260 FEET; THENCE SOUTH ALONG A LINE DRAWN PERPENDICULAR TO THE LAST DESCRIBED LINE A DISTANCE OF 114 FEET MORE OR LESS TO A POINT 9 FEET NORTH AS MEASURED PERPENDICULARLY FROM SAID RAILWAY COMPANY'S TRACT NO. I.C.C. 7; THENCE EAST PARALLEL WITH SAID TRACT NO. I.C.C. 7, A DISTANCE OF 260 FEET MORE OR LESS TO SAID WEST LINE OF FIRST STREET; THENCE NORTH ALONG SAID WEST LINE OF FIRST STREET TO THE POINT OF BEGINNING.

ALSO, THE EAST 33 FEET OF LOT 2 (2) OF CERTIFIED SURVEY MAP NO. 5954 RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS FOR DANE COUNTY, WISCONSIN ON SEPTEMBER 22, 1989, IN VOLUME 28 OF CERTIFIED SURVEY MAPS, PAGE 179 AS DOCUMENT NO. 2163475, BEING A PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, TOWNSHIP 6 NORTH, RANGE 6 EAST, IN THE VILLAGE OF MOUNT HOREB, DANE COUNTY, WISCONSIN.

LEGAL DESCRIPTION AS SURVEYED

A LEGAL DESCRIPTION OF THE OVERALL PARCEL IS BEING PROVIDED BECAUSE THE OVERALL BOUNDARY HASN'T BEEN DESCRIBED AND TIED TO A SECTION LINE SINCE THE PARCELS WERE ACQUIRED BY THE VILLAGE OF MOUNT HOREB.

THE EAST 33 FEET OF LOT 2 OF CERTIFIED SURVEY MAP NO. 5954, RECORDED IN VOLUME 28 OF CERTIFIED SURVEY MAPS OF DANE COUNTY ON PAGES 179-180, AS DOCUMENT NO. 2163475, AND LANDS BEING A PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 12 AND THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, ALL IN TOWNSHIP 6 NORTH, RANGE 6 EAST, IN THE VILLAGE OF MOUNT HOREB, DANE COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST QUARTER CORNER OF AFORESAID SECTION 12, THENCE ALONG THE WEST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 12, SOUTH 00 DEGREES 06 MINUTES 27 SECONDS EAST, 841.58 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF FRONT STREET, ALSO BEING 175 FEET NORTH AS MEASURED PERPENDICULARLY FROM THE ORIGINAL CENTER LINE OF THE 300 FOOT RIGHT-OF-WAY OF THE CHICAGO AND NORTHWESTERN RAILWAY COMPANY, AND ALSO BEING THE POINT OF BEGINNING. THENCE ALONG THE SOUTHERLY RIGHT-OF-WAY OF FRONT STREET AND PARALLEL TO SAID ORIGINAL CENTERLINE, NORTH 86 DEGREES 10 MINUTES 51 SECONDS EAST, 166.92 FEET TO THE WEST RIGHT-OF-WAY OF FIRST STREET; THENCE ALONG SAID WESTERLY RIGHT-OF-WAY OF FIRST STREET, SOUTH 00 DEGREES 11 MINUTES 56 SECONDS EAST, 113.79 FEET TO A POINT ON THE NORTHERLY RIGHT-OF-WAY OF THE MILITARY RIDGE STATE TRAIL, FORMERLY THE CHICAGO AND NORTHWESTERN RAILROAD, THENCE ALONG SAID NORTHERLY RIGHT-OF-WAY, SOUTH 86 DEGREES 37 MINUTES 17 SECONDS WEST, 285.44 FEET TO THE SOUTHWEST CORNER OF THE EAST 33 FEET OF AFORESAID LOT 2 OF CERTIFIED SURVEY MAP NO. 5954; THENCE ALONG THE WEST LINE OF SAID EAST 33 FEET OF LOT 2, NORTH 04 DEGREES 01 MINUTES 08 SECONDS WEST, 111.37 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF FRONT STREET, ALSO BEING THE NORTHWEST CORNER OF THE SAID EAST 33 FEET OF LOT 2; THENCE ALONG SAID SOUTHERLY RIGHT-OF-WAY OF FRONT STREET, NORTH 86 DEGREES 10 MINUTES 51 SECONDS EAST, 126.88 FEET BACK TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS 32,530 SQUARE FEET OR 0.75 ACRES

LEGEND

	FOUND PLSS SECTION MONUMENT TYPE NOTED		PROPERTY LINE
	FOUND 3/4" REBAR		PLATTED/RECORD LINE
	FOUND 1" IRON PIPE		RIGHT-OF-WAY LINE
	FOUND MAG NAIL		CENTERLINE
	FOUND CHISELED X		SECTION LINE
	SET MAG NAIL		EASEMENT LINE
	SET CHISELED X		LANDSCAPING LIMITS
	SANITARY MANHOLE		EDGE OF GRAVEL
	COMMUNICATION PEDESTAL		EDGE OF CONCRETE
	UNDERGROUND UTILITY VAULT		EDGE OF ASPHALT
	WATER VALVE		ROCK/BOULDER WALL
	CURB STOP		SANITARY SEWER
	FIRE HYDRANT		STORM SEWER
	INLET		NATURAL GAS LINE
	STORM SEWER MANHOLE		COMMUNICATION LINE
	LIGHT POLE/BOLLARD		WATER LINE
	ELECTRIC TRANSFORMER/CABINET		FIBER OPTIC LINE
	VERTICAL BENCHMARK		ELECTRIC LINE
	RECORDED INFORMATION PER CSM 5954 AND/OR 1982 HELD SURVEY DR. NO. 4-7937		ASPHALT PAVEMENT
			CONCRETE PAVEMENT
			GRAVEL/ROCKS/RIP RAP
			CONTOUR MAJOR
			CONTOUR MINOR

GENERAL NOTES

- FIELD WORK PERFORMED BY WYSER ENGINEERING, LLC. ON APRIL 11, 2022.
- NORTH REFERENCE FOR THIS ALTA/NSPS LAND TITLE SURVEY AND MAP ARE BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, WISCONS DANE, NAD 83 (2011), GRID NORTH. THE EAST LINE OF THE NORTHEAST QUARTER OF SECTION 30, T7N, R9E, BEARS S 0°06' 27" E
- ELEVATIONS ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88)(12(b) ADJ.).
- SUBSURFACE UTILITIES AND FIXTURES SHOWN ON THIS MAP HAVE BEEN APPROXIMATED BY LOCATING SURFACE FEATURES AND ACCESSORIES, DIGGERS HOTLINE FIELD MARKINGS AND EXISTING MAPS AND RECORDS.
- BEFORE EXCAVATION, APPROPRIATE UTILITY COMPANIES SHOULD BE CONTACTED. FOR EXACT LOCATION OF UNDERGROUND UTILITIES, CONTACT DIGGERS HOTLINE, AT 1.800.242.8511 OR 811
- FEATURES HAVE BEEN LOCATED BY SURVEYOR IN FIELD THAT MAY HAVE ADVERSE TITLE ELEMENTS. AS TO WHICH ELEMENT- ENCROACHMENT, CLAIM OF UNRECORDED EASEMENT, PRESCRIPTIVE EASEMENT, AND SO FORTH CAN NOT BE DETERMINED BY SURVEYOR.
- THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED AND THOSE SHOWN AS PROVIDED HEREON.

NOTES REGARDING SCHEDULE B - PART II

PER FIRST AMERICAN TITLE INSURANCE COMMITMENT FILE NO. NCS-1123235-MAD DATED APRIL 13, 2022 AT 7:30 AM

- ANY FACTS, RIGHTS, INTERESTS, OR CLAIMS THAT ARE NOT SHOWN BY THE PUBLIC RECORDS BUT THAT COULD BE ASCERTAINED BY AN INSPECTION OF THE LAND OR BY MAKING INQUIRE OF PERSONS IN POSSESSION OF THE LAND.
- EASEMENTS, CLAIMS OF EASEMENTS OR ENCUMBRANCES THAT ARE NOT SHOWN BY THE PUBLIC RECORDS.
- ANY ENCROACHMENT, ENCUMBRANCE, VIOLATION, VARIATION, OR ADVERSE CIRCUMSTANCE AFFECTING THE TITLE INCLUDING DISCREPANCIES, GAPS, OR OTHER FACTS THAT WOULD BE DISCLOSED BY THE PUBLIC RECORDS.
- ONE OF THESE ITEMS 1-3 MAY AFFECT THE SUBJECT PROPERTY AND IS PLOTTED HEREON, AS TO WHICH ADVERSE TITLE ELEMENT, CLAIM OF EASEMENT, ENCROACHMENT OR ETC. CANNOT BE DETERMINED BY SURVEYOR.
- UNDERGROUND ELECTRIC LINES AND THEIR RESPECTIVE TRANSFORMERS AND VAULTS ARE LOCATED IN THE NORTHWEST CORNER OF THE SUBJECT PARCEL. NO EASEMENT WAS FOUND FOR THE PLACEMENT OF THESE UTILITIES IN THE PROVIDED TITLE WORK.
- PAVEMENT EDGE NEAR THE NORTHEAST CORNER OF THE SUBJECT PARCEL IS NORTH OF PROPERTY LINE.

THIS ITEM DOES NOT AFFECT THE SUBJECT PARCEL AND IS NOT PLOTTED HEREON.

- EASEMENTS, DEDICATIONS, RESERVATIONS, PROVISIONS, RELINQUISHMENTS, REGTALS, CERTIFICATES, AND ANY OTHER MATTERS AS PROVIDED FOR OR DELINEATED ON CERTIFIED SURVEY MAP NO. 5954 RECORDED ON SEPTEMBER 22, 1989 IN VOLUME 28 OF CERTIFIED SURVEY MAPS, PAGE 179 AS DOCUMENT NO. 2163475 REFERENCED IN THE LEGAL DESCRIPTION CONTAINED HEREIN, REFERENCE IS HEREBY MADE TO SAID PLAT FOR PARTICULARS.

THIS ITEM DOES AFFECT THE SUBJECT PARCEL AND IS PLOTTED HEREON.

- EASEMENT AS SET FORTH IN QUIT-CLAIM DEED RECORDED AUGUST 21, 1962 IN VOLUME 745 OF DEEDS, PAGE 103 AS DOCUMENT NO. 1055210.

THIS ITEM DOES AFFECT THE SUBJECT PARCEL AND IS PLOTTED HEREON. THIS ITEM IS REDUNDANT WITH ITEMS 13 AND 14.

- TERMS, CONDITIONS, RESTRICTIONS AND PROVISIONS RELATING TO THE USE AND MAINTENANCE OF THE EASEMENT FOR DRIVEWAY PURPOSES AS SET FORTH IN QUIT-CLAIM DEED RECORDED ON NOVEMBER 26, 1963 IN VOLUME 769 OF DEEDS, PAGE 87, AS DOCUMENT NO. 1088811.

THIS ITEM DOES AFFECT THE SUBJECT PARCEL AND IS PLOTTED HEREON. THIS ITEM IS REDUNDANT WITH ITEMS 12 AND 14.

- TERMS, CONDITIONS, RESTRICTIONS AND PROVISIONS RELATING TO THE USE AND MAINTENANCE OF THE EASEMENT FOR DRIVEWAY PURPOSES AS SET FORTH IN WARRANTY DEED RECORDED ON JULY 07, 1971 IN VOLUME 283 OF RECORDS, PAGE 518, AS DOCUMENT NO. 1295944.

THIS ITEM DOES AFFECT THE SUBJECT PARCEL AND IS PLOTTED HEREON. THIS ITEM IS REDUNDANT WITH ITEMS 12 AND 13.

- SEWER EASEMENT TO VILLAGE OF MT. HOREB, A MUNICIPAL CORPORATION, DATED JULY 06, 1988, RECORDED/FILED JULY 12, 1988 IN VOLUME 11681, PAGE 4 AS DOCUMENT NO. 2092288.

THIS ITEM DOES AFFECT THE SUBJECT PARCEL AND IS PLOTTED HEREON.

- EASEMENT FOR STORM SEWER AND DRAINAGE DITCH GRANTED TO THE VILLAGE OF MOUNT HOREB BY AN INSTRUMENT RECORDED IN AUGUST 22, 1988 IN VOLUME 11857, PAGE 87 AS DOCUMENT NO. 2098984.

THIS ITEM DOES NOT AFFECT THE SUBJECT PARCEL AND IS NOT PLOTTED HEREON.

- TERMS, CONDITIONS, RESTRICTIONS AND PROVISIONS RELATING TO THE USE AND MAINTENANCE OF THE HIGHWAY EASEMENT RECORDED ON MAY 04, 1993 IN VOLUME 22589, PAGE 1, AS DOCUMENT NO. 2462400.

THIS ITEM DOES NOT AFFECT THE SUBJECT PARCEL AND IS NOT PLOTTED HEREON.

- SEWER EASEMENT TO THE VILLAGE OF MT. HOREB, DATED FEBRUARY 24, 1998, RECORDED/FILED MARCH 12, 1998 AS DOCUMENT NO. 2943785.

THIS ITEM DOES NOT AFFECT THE SUBJECT PARCEL AND IS NOT PLOTTED HEREON.

- UTILITY EASEMENT TO THE VILLAGE OF MOUNT HOREB, ACTING THROUGH THE MOUNT HOREB UTILITY COMMISSION, DATED SEPTEMBER 08, 2017, RECORDED/FILED JANUARY 05, 2018 AS DOCUMENT NO. 5382168.

THIS ITEM DOES AFFECT THE SUBJECT PARCEL AND IS PLOTTED HEREON.



0' 20' 40' 80'
1" = 40' on 22"x34"
1" = 80' on 11"x17"



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WYSER
ENGINEERING

PREPARED BY:
310 EAST FRONT STREET
MOUNT HOREB, WI 53572
WWW.WYSERENGINEERING.COM

PREPARED FOR:
STEVE BROWN APARTMENTS
1310 WEST CORPORA STREET
MADISON, WI 53703

SURVEYED BY:
MAIL ZMR
DRAWN BY:
WPM
APPROVED BY:

120 S FIRST ST
MOUNT HOREB, WI 53572

PART OF NW1/4-SW1/4 OF SECTION 12
PART OF NE1/4-SE1/4 OF SECTION 11
TOWNSHIP 6 NORTH, RANGE 6 EAST
VILLAGE OF MT HOREB, DANE CO., WI

Sheet Title:

ALTA/NSPS LAND TITLE SURVEY

Revisions:

No.	Date:	Description:
1	00/00/00	Addendum No. 1

Graphic Scale
0' 5' 10' 20' 30'

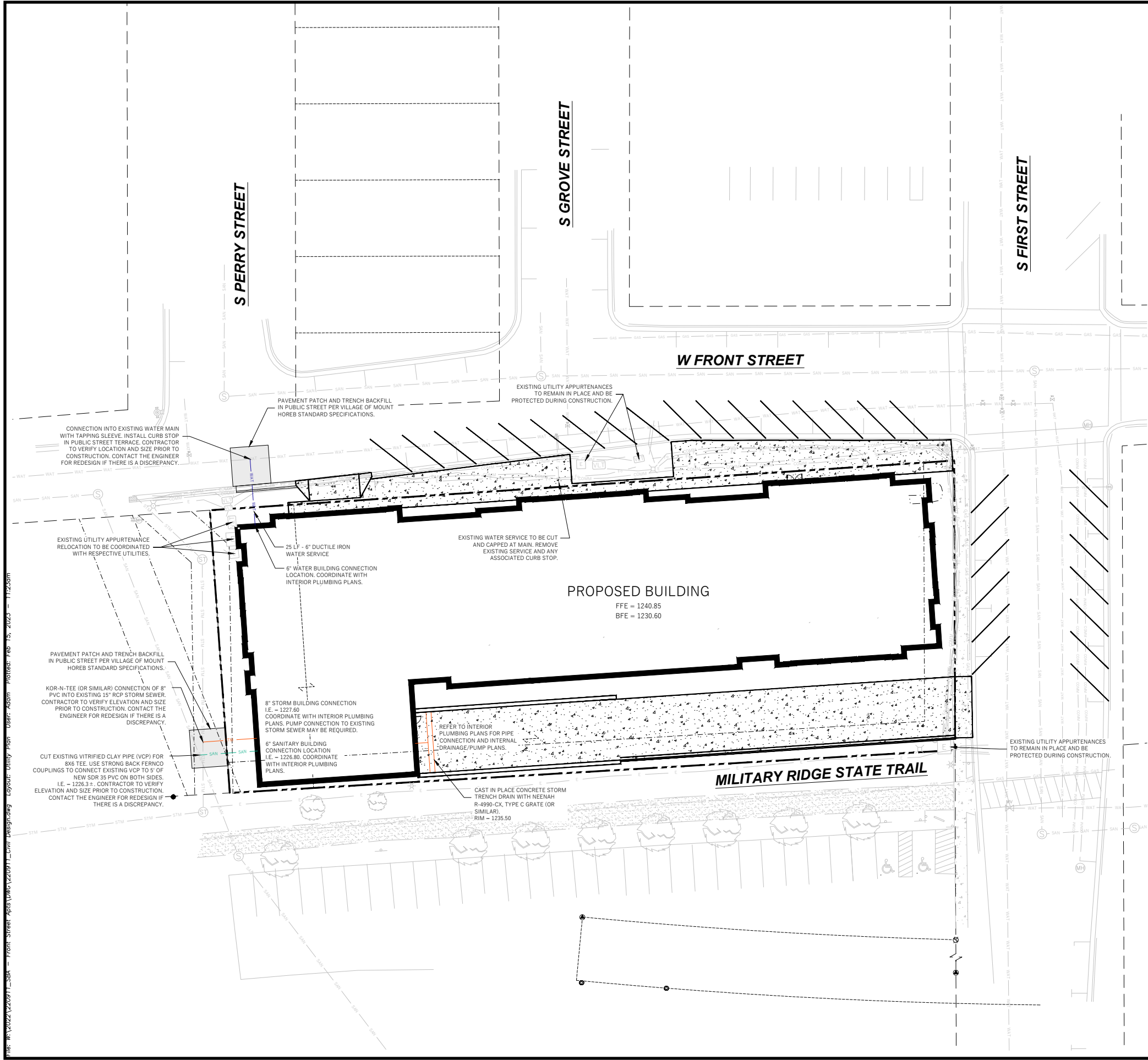
Wysen Number
22-0911

Set Type
ALTA/NSPS

Date Issued
04/22/2022

04/07/2023

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- PROPERTY BOUNDARY
- EASEMENT
- BUILDING FOOTPRINT
- 18" CURB AND GUTTER
- ASPHALT PAVEMENT
- CONCRETE PAVEMENT
- WAT WATER MAIN
- SAN SANITARY SEWER
- STM STORM SEWER
- GAS GAS
- E ELECTRIC SERVICE (DESIGN BY OTHERS)



WYSER
ENGINEERING

GENERAL NOTES

- UNDERLYING SITE CONTOURS AND INFORMATION BASED ON TOPOGRAPHIC & UTILITY DATA AS SURVEYED BY WYSER ENGINEERING ON THE WEEK OF APRIL 11, 2023. WYSER ENGINEERING SHALL NOT BE HELD RESPONSIBLE FOR ANY ERRORS OR OMISSIONS THAT MAY ARISE AS A RESULT OF ERRONEOUS OR INCOMPLETE INFORMATION PROVIDED BY OTHERS. CONTRACTOR TO CONFIRM ALL ELEVATIONS, GENERAL DRAINAGE AND EARTHWORK REQUIREMENTS PRIOR TO CONSTRUCTION.
- THE BENCHMARK LOCATIONS ARE SHOWN FOR REFERENCE ONLY ON THIS PLAN. THE BENCHMARKS SHALL BE VALIDATED BY LICENSED LAND SURVEYOR PRIOR TO CONSTRUCTION. CONTRACTOR ASSUMES RISK ASSOCIATED WITH BENCHMARK ELEVATIONS UNTIL CONFIRMED.
- CONTRACTOR TO OBTAIN APPROPRIATE PERMITS FOR STREET OPENINGS & TO WORK WITHIN THE VILLAGE'S LAND IF REQUIRED.
- WYSER ENGINEERING SHALL BE HELD HARMLESS AND DOES NOT WARRANT ANY DEVIATIONS BY THE OWNER OR CONTRACTOR FROM THE APPROVED CONSTRUCTION PLANS THAT MAY RESULT IN DISCIPLINARY ACTIONS BY REGULATORY AGENCIES.
- IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS WITHIN THE PLAN BECOME APPARENT, IT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.
- ALL MUNICIPAL UTILITY CONNECTIONS, WORK IN ROW, PUBLIC OUTLOTS AND PUBLIC EASEMENTS SHALL BE IN ACCORDANCE WITH VILLAGE OF MOUNT HOREB STANDARD SPECIFICATIONS.

UTILITY NOTES

- DIMENSIONS TAKE PRECEDENCE OVER SCALE. CONTRACTOR TO VERIFY ALL DIMENSIONS IN FIELD.
- LENGTHS OF ALL UTILITIES ARE TO CENTER OF STRUCTURES OR FITTINGS AND MAY VARY SLIGHTLY FROM PLAN. LENGTHS SHALL BE VERIFIED IN THE FIELD DURING CONSTRUCTION.
- CONTRACTOR SHALL VERIFY ALL ELEVATIONS, LOCATIONS, AND SIZES OF SANITARY, WATER AND STORM LATERALS AND CHECK ALL UTILITY CROSSINGS FOR CONFLICTS.
- THE PROPOSED IMPROVEMENTS MUST BE CONSTRUCTED IN ACCORDANCE WITH ENGINEERING PLANS DESIGNED TO MEET ORDINANCES AND REQUIREMENTS OF THE MUNICIPALITY AND WISDOT, WISDPS, AND WDNR.
- PRIOR TO CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR:
 - EXAMINING ALL SITES CONDITIONS RELATIVE TO THE CONDITIONS INDICATED ON THE ENGINEERING DRAWINGS. ANY DISCREPANCIES ARE TO BE REPORTED TO THE ENGINEER AND RESOLVED PRIOR TO THE START OF CONSTRUCTION.
 - OBTAINING ALL PERMITS INCLUDING PERMIT COSTS, TAP FEES, METER DEPOSITS, BONDS, AND ALL OTHER FEES REQUIRED FOR PROPOSED WORK TO OBTAIN OCCUPANCY.
 - VERIFYING UTILITY ELEVATIONS AND NOTIFYING ENGINEER OF ANY DISCREPANCY. NO WORK SHALL BE PERFORMED UNTIL THE DISCREPANCY IS RESOLVED.
 - NOTIFYING ALL UTILITIES PRIOR TO THE INSTALLATION OF ANY UNDERGROUND IMPROVEMENTS.
 - NOTIFYING THE DESIGN ENGINEER AND MUNICIPALITY 48 HOURS PRIOR TO THE START OF CONSTRUCTION TO ARRANGE FOR APPROPRIATE CONSTRUCTION OBSERVATION.
- THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING THE ENGINEER WITH AS-BUILT CONDITIONS OF THE DESIGNATED IMPROVEMENTS IN ORDER THAT THE APPROPRIATE DRAWINGS CAN BE PREPARED, IF REQUIRED. ANY CHANGES TO THE DRAWINGS OR ADDITIONAL ITEMS MUST BE REPORTED TO THE ENGINEER AS WORK PROGRESSES.
- ANY SANITARY SEWER, SANITARY SEWER SERVICES, WATER MAIN, WATER SERVICES, STORM SEWER, OR OTHER UTILITIES, WHICH ARE DAMAGED BY THE CONTRACTORS, SHALL BE REPAIRED TO THE OWNER'S SATISFACTION AT THE CONTRACTOR'S EXPENSE. NO BLASTING IS ALLOWED WITHIN 30 FEET OF EXISTING UTILITIES.
- ALL PRIVATE INTERCEPTOR WATER MAIN AND WATER SERVICES SHALL BE INSTALLED WITH A 6.5' MINIMUM BURY. PROVIDE INSULATION ABOVE PIPES WITH LESS THAN 5' OF GROUND COVER.
- GRANULAR BACKFILL MATERIALS ARE REQUIRED IN ALL UTILITY TRENCHES UNDER SIDEWALKS AND PROPOSED PAVED AREAS (UNLESS OTHERWISE SPECIFIED BY A GEOTECHNICAL ENGINEER). ALL UTILITY TRENCH BACKFILL SHALL BE COMPACTED PER SPECIFICATIONS. ALL PAVEMENT PATCHING SHALL COMPLY WITH THE VILLAGE OF MOUNT HOREB STANDARD SPECIFICATIONS. ADDITIONAL PAVEMENT MILLING AND OVERLAY MAY BE REQUIRED BY PERMIT.
- CONTRACTOR SHALL NOTIFY THE MUNICIPAL PUBLIC WORKS DEPARTMENT A MINIMUM OF 48 HOURS BEFORE CONNECTING TO PUBLIC UTILITIES.
- ALL NON-METALLIC BUILDING SEWER AND WATER SERVICES MUST BE ACCOMPANIED BY MEANS OF LOCATING UNDERGROUND PIPE. TRACER WIRE VALVE BOXES SHALL BE INSTALLED ON ALL LATERALS AND AS INDICATED ON THESE PLANS.
- ALL, EXTERIOR CLEANOUTS SHALL BE PROVIDED WITH A FROST SLEEVE IN ACCORDANCE WITH SPS 382.34(5)(a)b and SPS 384.30(2)(c).
- ALL PRIVATE PLUMBING MATERIALS SHALL CONFORM TO SPS 384.30.
- ALL PRIVATE PIPE JOINTS SHALL BE INSTALLED PER SPS 384.40.
- ALL PRIVATE WATER PIPE, INCLUDING DEPTH AND SERRATION REQUIREMENTS, SHALL BE IN ACCORDANCE WITH SPS 382.40(8).
- THE CONTRACTOR SHALL ALLOW 10 WORKING DAYS FOR THE CONSTRUCTION OF GAS MAINS WHEN SCHEDULING THE WORK AND SHALL NOT RESTRICT ACCESS TO THE GAS MAIN CONTRACTOR OR OTHER UTILITY COMPANIES.
- CONTRACTOR SHALL VERIFY AND COORDINATE ALL UTILITY CONNECTIONS WITH THE BUILDING PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL CONDUCT HIS OPERATIONS SO AS TO BE IN CONFORMANCE WITH THE VILLAGE EROSION CONTROL AND STORMWATER ORDINANCE AT ALL TIMES.

STEVE BROWN APARTMENTS -
FRONT STREET

VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

Sheet Title:
UTILITY PLAN

120 S FIRST STREET
MOUNT HOREB, WI 53572

Revisions:

No.	Date:	Description:

Graphic Scale: 0' 5' 10' 20' 30'

Wyser Number: 22-0911
Set Type: VILLAGE SUBMITTAL

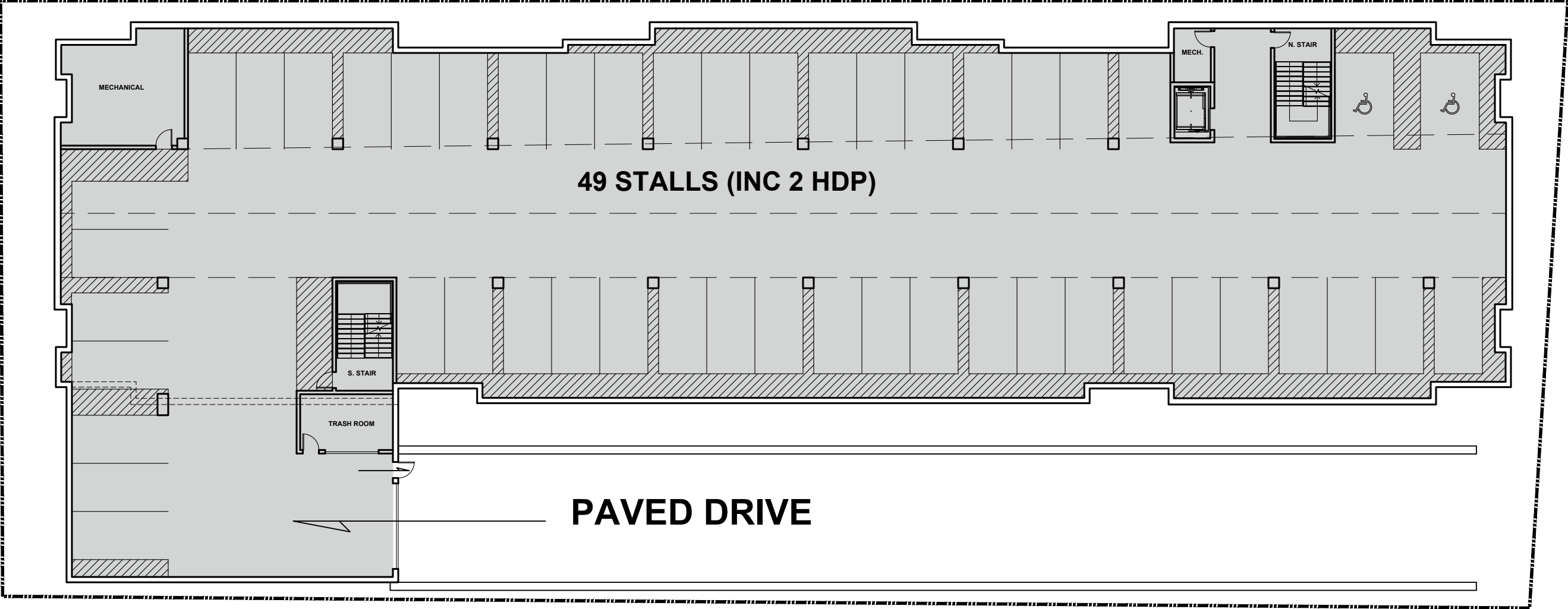
04/07/2023

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PAGE8

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FILE: W:\2022\220911_354 - Front Street Apartments\220911_354.dwg User: Adam Plotter: Feb 15, 2023 1:12:50pm Layout: Utility Plan

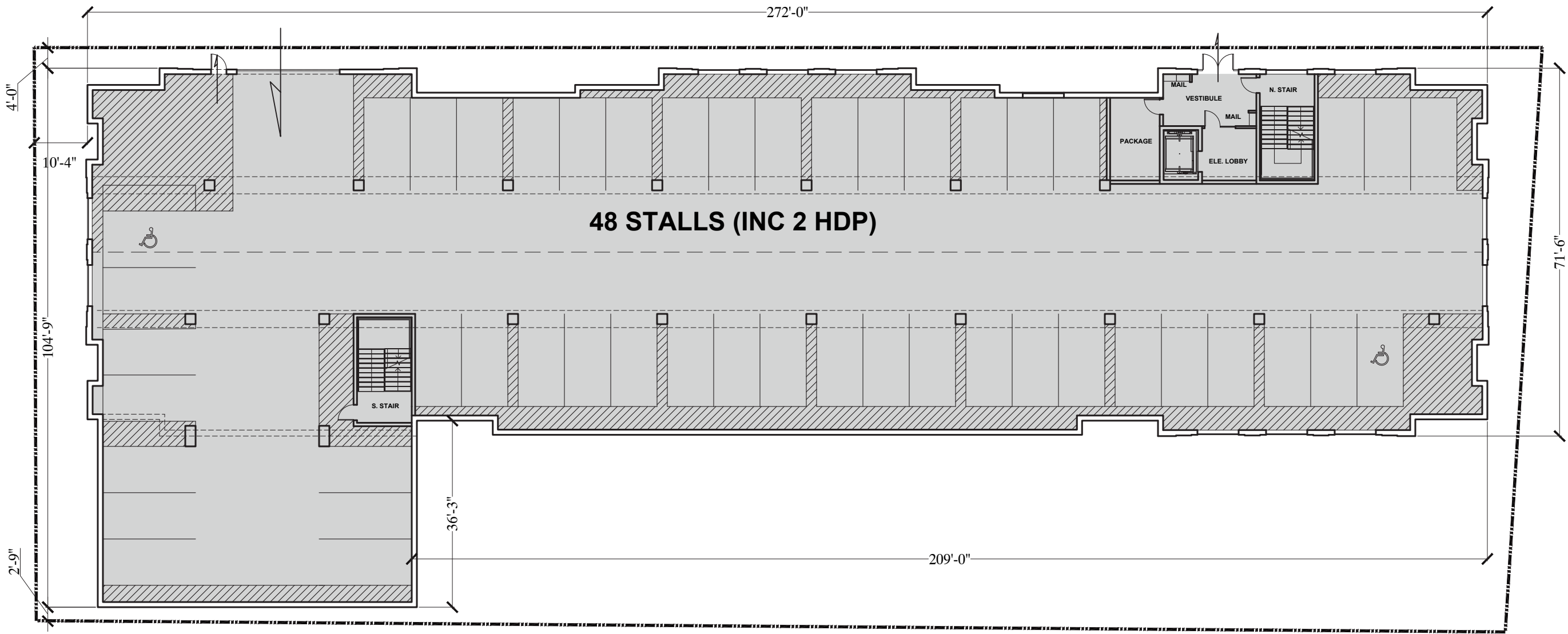
BUILDING FLOOR PLANS



LOWER PARKING LEVEL - P2 | 49 STALLS (2 HCP)

■ GROSS SQUARE FEET (GSF)	= 20,814 SF
■ NET SQUARE FEET (NET)	= 19,973 SF

BUILDING FLOOR PLANS



AT GRADE PARKING LEVEL - P1 | 48 STALLS (2 HCP)

■ GROSS SQUARE FEET (GSF)	= 20,814 SF
■ NET SQUARE FEET (NET)	= 19,973 SF

BUILDING FLOOR PLANS



2ND FLOOR PLAN | CLUBHOUSE & RESIDENTIAL

■ GROSS SQUARE FEET (GSF) = 18,020 SF + 2,092 SF ROOFTOP PATIO
■ NET SQUARE FEET (NET) = 17,296 SF + 2,092 SF ROOFTOP PATIO

- STUDIO | ANSI
- STUDIO
- 1 BED | 1 BATH
- 2 BED | 1 BATH
- 2 BED | 2 BATH

brownhouse
ARCHITECTURE • INTERIOR DESIGN
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FRONT STREET STATION
STEVE BROWN APARTMENTS
MT. HOREB, WI

04/07/2023
GDP
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BUILDING FLOOR PLANS



TYPICAL FLOOR PLAN | 3RD/4TH/5TH FLOORS (RESIDENTIAL)

■ GROSS SQUARE FEET (GSF) = 18,020 SF
■ NET SQUARE FEET (NET) = 17,296 SF

- STUDIO | ANSI
- STUDIO
- 1 BED | 1 BATH
- 2 BED | 1 BATH
- 2 BED | 2 BATH

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FRONT STREET STATION
STEVE BROWN APARTMENTS
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BUILDING ELEVATIONS



1 NORTH ELEVATION
SCALE: N.T.S.



2 SOUTH ELEVATION
SCALE: N.T.S.

1 WEST ELEVATION
SCALE: N.T.S.



2 EAST ELEVATION
SCALE: N.T.S.



RENDERINGS



1 STREET VIEW - LOOKING EAST DOWN FRONT STRRET.
SCALE: N.T.S.

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PREVIOUS PROJECTS



KEYSTONE APARTMENTS (1815 University Ave, Madison, WI 53726)



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**VILLAGE OF MOUNT HOREB
ORDINANCE 2023-02**

AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FROM I-1 RESTRICTED INDUSTRIAL TO CB CENTRAL BUSINES THEN TO PD PLANNED DEVELOPMENT FOR PARCELS 0606-123-871-03 AND 0606-114-842-05 AT 120 S FIRST STREET

WHEREAS, Steve Brown Apartments are the owners of parcels 0606-123-871-03 and 0606-114-842-05, located at 120 S First Street in the Village of Mount Horeb; and

WHEREAS, Steve Brown Apartments have made application to request the zoning classification of the above referenced property be changed from I-1 Restricted Industrial District to CB Central Business then to PD Planned Development to allow use as multifamily residential building; and

WHEREAS, the Village Plan Commission/Historic Preservation Commission held a public hearing regarding the zoning request on March 22, 2023 which was preceded by publication of a class 2 notice under ch. 985, Stats.; and

WHEREAS, the Village Plan Commission/Historic Preservation Commission determined that changing the zoning classification of the above referenced property from I-1 Restricted Industrial District to CB Central Business then to PD Planned Development would promote the public health, safety, and general welfare of the Village and would allow appropriate use of the property, and therefore recommends that the zoning classification of the property be changed as requested; and

WHEREAS, the proposed use is consistent with the Comprehensive Plan; and

WHEREAS, the Village Board concurs with the recommendation of the Plan Commission/Historic Preservation Commission.

NOW THEREFORE, the Village Board of the Village of Mount Horeb, Dane County, Wisconsin, do ordain as follows:

Section 1. The zoning classification of the above referenced property is hereby designated PD Planned Development, and the Zoning Map of the Village shall be amended accordingly.

Section 2. This Ordinance shall take effect after passage and posting pursuant to law.

The foregoing ordinance was duly adopted by the Village Board of the Village Mount Horeb at its regular meeting held on April 5, 2023.

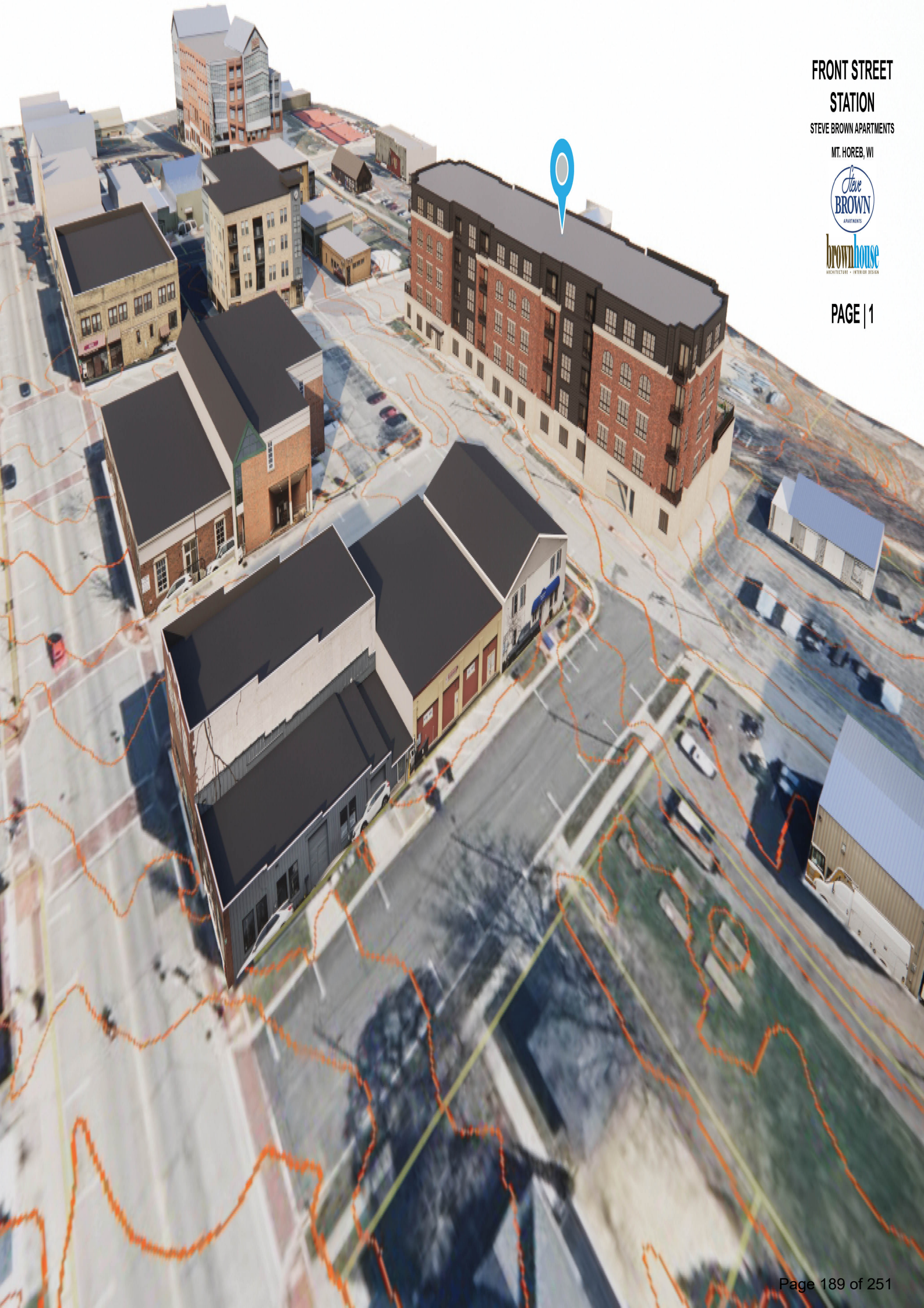
APPROVED:

Randy J Littel, Village President

ATTEST:

Alyssa Gross, Village Clerk

APPROVED: _____
PUBLISHED/POSTED: _____



FRONT STREET
STATION

STEVE BROWN APARTMENTS

MT. HOREB, WI



FRONT STREET

STATION

STEVE BROWN APARTMENTS

MT. HOREB, WI



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FRONT STREET

STATION

STEVE BROWN APARTMENTS

MT. HOREB, WI



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FRONT STREET

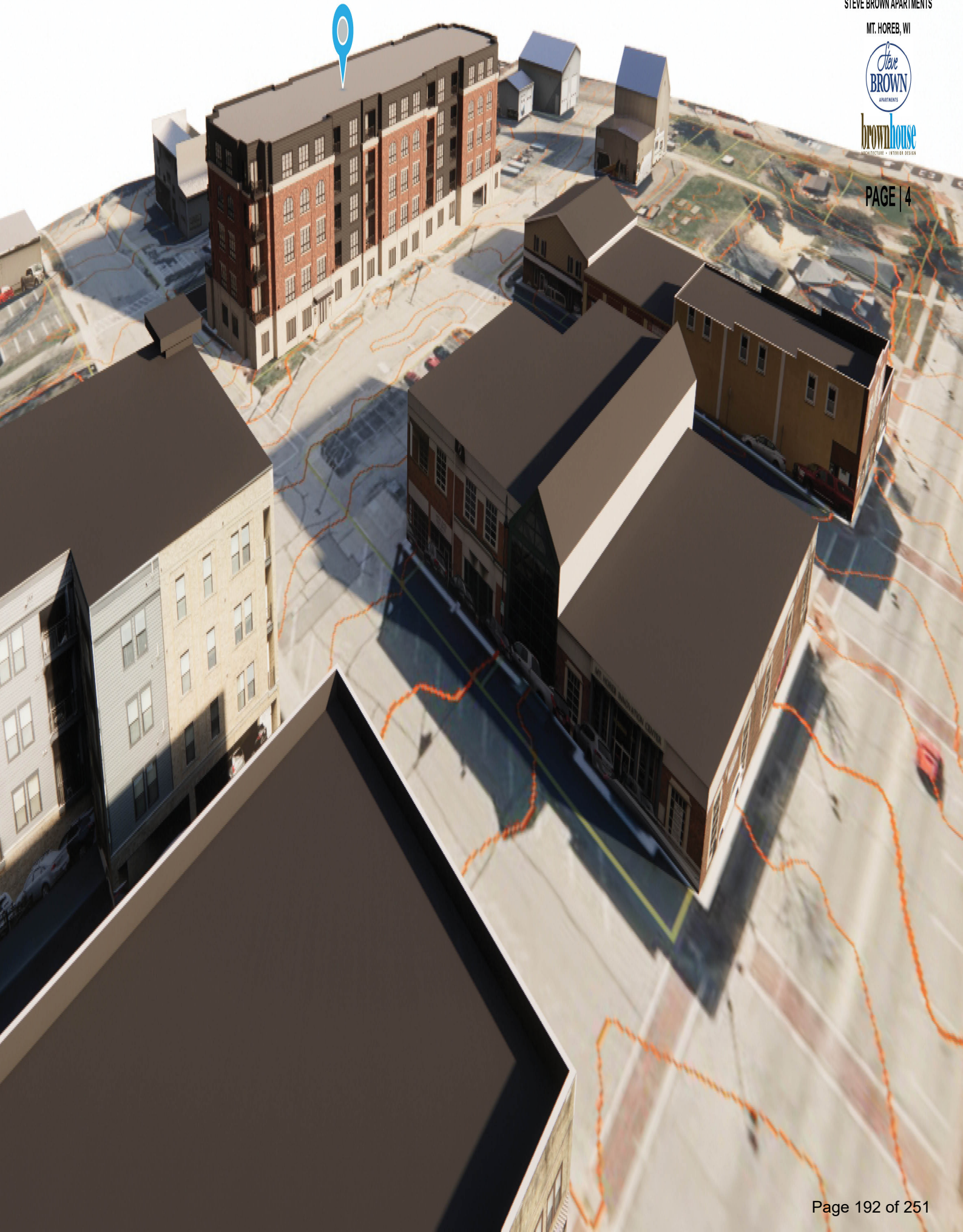
STATION

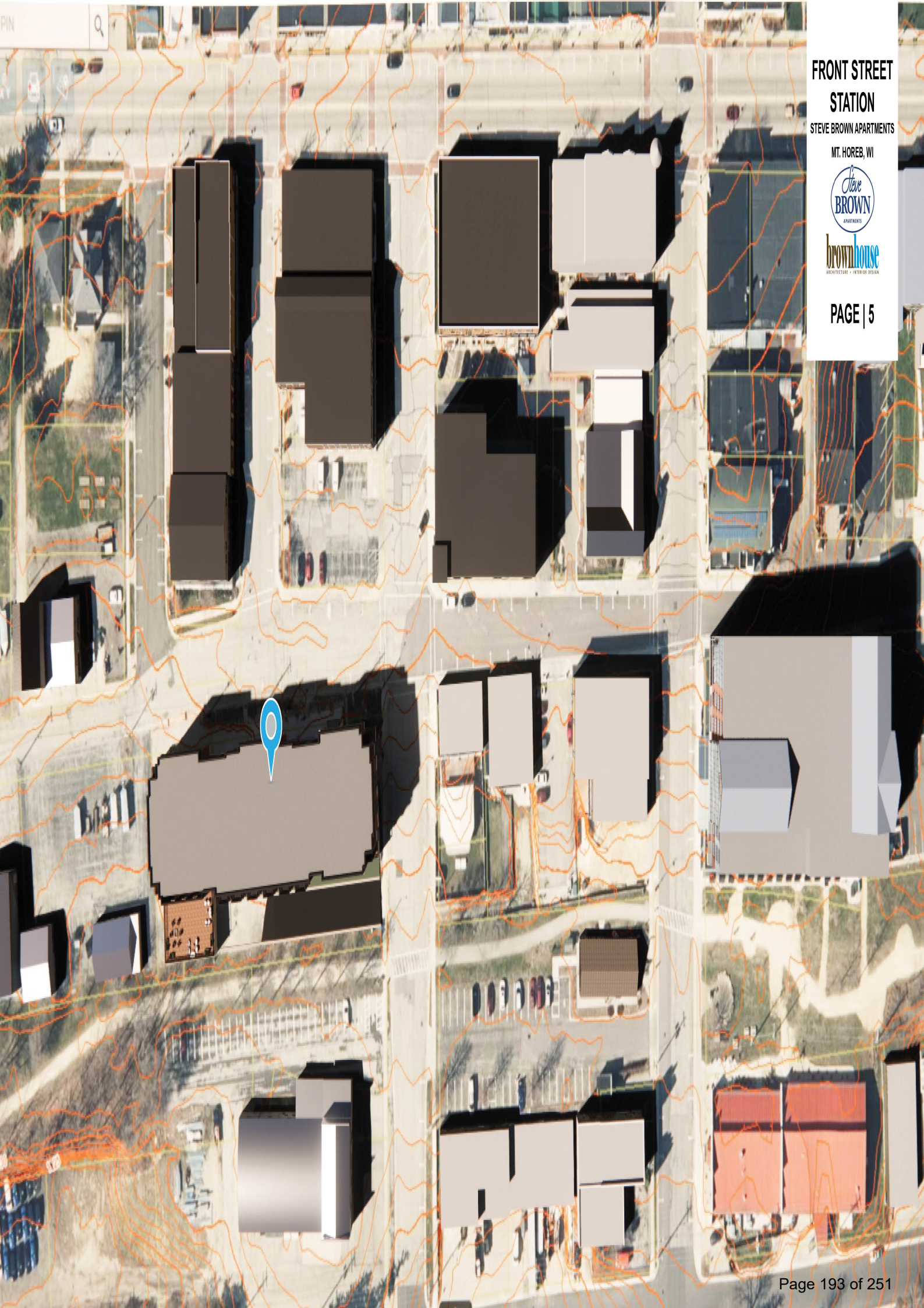
STEVE BROWN APARTMENTS

MT. HOREB, WI



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FRONT STREET
STATION

STEVE BROWN APARTMENTS

MT. HOREB, WI



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To: Village of Mount Horeb Plan Commission

From: Village Planner Ben Rohr, AICP

Date: April 26, 2023

Re: **Resubmittal:** Proposed Zoning Map Amendment from Restricted Industrial (I-1) to Central Business (CB), Certified Survey Map to Combine Parcels 0606-123-8710-3 and 0606-114-8420-5, and Zoning Map Amendment from Central Business (CB) to Planned Development - General Development Plan (GDP) for a 5-Story Multi-Family Building at 120 E. Front Street for Steve Brown Apartments.

Introduction

Application Summary

There are three total applications being applied for by the developer (Steve Brown Apartments):

1. Zoning Map Amendment for two parcels at 120 E. Front Street from Restricted Industrial (I-2) to Central Business (CB).
2. Certified Survey Map to combine the two existing parcels that make up the project area into one.
3. Zoning Map Amendment for one parcel (assuming the other two steps are approved) at 120 E. Front Street from Central Business (CB) to Planned Development – General Development Plan (GDP).

The applicant came before the Plan Commission on March 22, 2023 with the proposed project and it was tabled for reconsideration at a later date. Additionally, per the request of the Plan Commission, the Village Board reviewed the proposed project on April 5, 2023 related to the consistency of adopted plans and potential impacts to the planned downtown gathering space (Depot Plaza).

The Village Board provided staff and the applicant with the following feedback:

- The proposed project is consistent with adopted Village plans.
- The Depot Plaza project is not something they are actively pursuing at this time and didn't view the proposed project impacting the opportunity for it to take place in the future.
- Overall, there are existing and potential future downtown parking issues that need to be addressed with the proposed project, the Depot Plaza, and any other potential downtown redevelopment.

To address the comments received at the meetings, the applicant is now resubmitting the plans for Plan Commission consideration. The key change between the March and April versions of the plans include:

- All proposed on-site parking in the underground and ground-level parking structure will be reserved for private tenant parking to serve the residents of the multi-family building.
- No public parking will be provided on-site.

The majority of this staff report mirrors that of the March version, however all new text is in red.

Proposed Rezoning from Restricted Industrial (I-1) to Central Business (CB)

120 E. Front Street currently consists of two parcels where the former Fire Station was located, which have subsequently been converted to public surface parking. Both properties are owned by the Village, but Steve Brown Apartments has entered into an agreement with the Village to purchase the land. Both parcels are currently zoned Restricted Industrial (I-1). This zoning district allows for industrial, warehousing, service, retail, and office uses. It also has bulk dimensional standards oriented toward large-scale sites with considerable setbacks on all sides.

The properties are located at the southwestern extent of downtown in a transitional area surrounded by I-1 zoned parcels to the west and south, and CB zoned parcels to the north and east. Additionally, the properties are identified as Central Mixed Use on the Village's 2022 Comprehensive Plan Future Land Use Map because it was envisioned that the area along Front Street would transition overtime to become an extension of downtown format, scale, and character.

The proposed project's land uses, setbacks, and lot area (described further below) do not meet the standards of the I-1 zoning district. The Central Business (CB) zoning district is much better suited to accomplish the Village's goals in this area and the proposed project. The Village Zoning Ordinance requires any new parcel zoned CB to be a minimum of 2,000 sf and 24 feet wide. Both parcels meet the minimum required dimensions.

Proposed Certified Survey Map

The applicant is proposing to combine the two existing parcels (0606-123-8710-3 and 0606-114-8420-5) via Certified Survey Map (CSM) into a single parcel to facilitate the proposed development. The single new lot will be a total of 32,530 sf or 0.75 acres. The CSM is needed because the Village does not permit the construction of new structures which cross property lines. This process, in combination with the rezoning to CB, provides the opportunity for the proposed project to meet that majority of the Zoning Ordinance's bulk dimensional standards, outside of those further described below.

Proposed General Development Plan

The applicant is proposing a Planned Development to accommodate a 5-story multi-family building with 63 market rate multi-family housing units and 97 structured parking spaces at 120 E. Front Street.

The project is located at the corner of Front Street and 1st Street, adjacent to the Military Ridge State Trail (south), single-story industrial uses (west), multi-story businesses and multi-family buildings (north and northeast), and single-story commercial businesses (east). It's also one block west of the 5-story Duluth Trading Company Headquarters building and significantly lower in elevation from existing buildings along Main Street.

The proposed multi-family building will be a combination of market rate multi-family apartments (20 studio units, 24 one-bedroom units, and 19 two-bedroom units) and structure parking (49 underground, 48 first floor/in-building). The building will also include a community room/club house and shared second story outdoor patio for residents. **All proposed on-site parking (97 stalls) will be private spaces for residents, split between below ground (49 stalls) and on the first floor (48 stalls).** Today, there are a total of 83 surface-level public parking spaces on-site and parallel street parking spaces along both Front Street and 1st Street. The applicant has also proposed the reorientation of on-street parking spaces on both streets to be angled, which would net an additional 11 spaces. The on-street parking reconfiguration would require approval by the Village Engineer and Public Services Department.

Additionally, the project includes bicycle parking within the parking structure via hanging racks between vehicle parking spaces. Pedestrians will be able to access the site from a planned sidewalk the full length of Front Street and 1st Street around the property.

The site also features multiple easements on three sides, including a 12-foot public utility easement on the south and east property lines, and a 33-foot driveway and 15-foot storm sewer easement on the western property line. The applicant has worked with WisDNR, the railroad, and Village Public Services Department to address the easements to the satisfaction of each group. There is also shallow bedrock in this location which limits the depth and feasibility of underground parking. As such, only one level of underground parking is proposed, and the other is at ground level.

The project is a direct response to the Village's 2021 Housing Report commissioned by the Housing Task Force. The report identified that there are projected increases in new households over the next decade and a need for more workforce and senior housing options. It also surveyed residents in which over 50% of respondents stated that there weren't enough rental options in the Village today. The proposed range of multi-family unit types within the project will help meet the identified need and advance the recommendations of the Housing Report.

The property is currently being used as a public parking lot to serve downtown residents, businesses, and employers and is nearly 100% paved today. This project is considered to be a redevelopment because the property is currently developed with a different use today. The Village has envisioned a higher and better use for the site dating back to the 2017 Downtown Plan. The property was identified in that plan as a short-term redevelopment opportunity that could support a mixed use or residential proposed future land use and that the surface parking lot was a temporary measure as the site is more valuable as a commercial or residential development. **There was also a parking analysis as part of the Downtown Plan. This found that there are 776 total parking spaces in the area, which includes the 83 surface spaces at 120 E. Front Street today. With the proposed removal of the 83 public parking spaces with this project, there are still nearly 700 parking spaces in downtown Mount Horeb and potentially 11 new on-street spaces on Front and 1st Street surrounding the proposed development.**

The proposed project is not unique to downtown Mount Horeb for several reasons: there are other standalone multi-family buildings in the area (Hoff Building), there are other ground level parking buildings (Hoff Building and Duluth Trading Company Headquarters), and there are other buildings of similar height (Duluth Trading Company Headquarters).

A conceptual review of the proposed project was brought before the Plan Commission in February 2022 for review and comment. The requested General Development Plan (GDP), if approved by the Village, would establish the new zoning on the subject property. The project will pursue approval of the Specific Implementation Plan (SIP) for design and operational details following GDP approval.

Analysis

The following analysis was done under the assumption that both of the previous two steps are approved by the Plan Commission (Rezoning and CSM). If flexibility is granted in the General Development Plan (zoning) step, a Planned Development can exceed the minimums/maximums as indicated below and incorporate additional permitted land uses.

Zoning

The site will be zoned Central Business (CB). Through the proposed GDP rezoning, the property will be using the Central Business (CB) zoning district as the comparable district under the Planned Development.

Section 17.43(2) lists the permitted and conditional principal and accessory uses of the CB zoning district. Currently, the CB district permits residential buildings only as the Commercial Apartment accessory land use category (requiring a commercial component on the first floor). The proposed Planned Development would change the requirement to allow Multi-Family land uses (Apartments) as a permitted by-right principal use. All other existing permitted and conditional principal, accessory, and temporary land uses in the CB district would remain the same.

Currently, multi-family dwelling units are limited by Section 17.20(1)(a)7. Apartment Land Uses, to the following standards:

- No more than 8 dwelling units in a building.
- Any building containing more than 4 dwelling units shall provide additional site design features such as underground parking, architectural elements, landscaping, and/or on-site recreational facilities.
- All apartment units shall be located a minimum of 30 feet from the boundary of the property.

Section 17.43(7) provides the bulk dimensions for the CB district:

Lot and Density Requirements		
	Village Standards	Proposed
Min. Lot Area	2,000 sf	32,530 sf
Min. Lot Width	24'	293'
Max. Number of Floors	4 floors	5 floors
Min./Max. Building Height	20'/50'	60'
Min. Landscape Surface Ratio	0%	18%
Max. Floor Area Ratio	3.00	2.85
Minimum Building Setbacks		
	Village Standards	Proposed
Front	0'	5'
Side	0'	10'
Rear	0'	3'
Paved Surface (all sides)	0'	0'
Accessory Structures	5'	NA
Building Separation	0'	NA

Section 17.132 provides the minimum required off-street parking spaces:

Parking Requirements*			
	Village Standards	Village Standards Based on Proposed Units	Proposed On-Site Parking Provided
Efficiency Unit	1.0 stalls/unit	20 units at 1.0 stalls/unit = 20 spaces	21 spaces
One-Bedroom Unit	1.5 stalls/unit	24 units at 1.5 stalls/unit = 36 spaces	37 spaces
Two- and Three-Bedroom Units	2.0 stalls/unit	19 units at 2.0 stalls/unit = 38 spaces	39 spaces
Total		63 units = 94 spaces	97 spaces

*Per Section 17.43, there are no minimum number of off-street parking spaces required in the CB District, unless identified as a requirement of the conditional use permit or planned development.

Comprehensive Plan

The Village's 2022 Comprehensive Plan designates the site in the Central Mixed Use category which is defined as a "future land use category intended for pedestrian-oriented commercial, office, community facility, and upper story residential uses in a "downtown" setting, with on-street parking and minimal building setbacks. The Central Mixed-Use land use category includes the historic downtown area. The existing Village zoning district that is most appropriate to implement this future land use category is the Central Business District (CB)."

Central Mixed Use Programs and Policies:

- Continue to implement the recommendations of the Downtown Redevelopment Plan.
- Promote downtown as a tourist, commercial, civic, and social center.
- Work with downtown property owners and businesses to preserve, renovate, modernize, and put to active use historically significant buildings.
- Support the expansion, retention, and upgrading of specialty retail, restaurants, financial services, offices, neighborhood retail and services, and community uses.
- Require that all projects submit and have approved detailed building elevations and site plans, showing the proposed locations of the building(s), parking, storage, loading, signage, landscaping, and lighting prior to development approval.
- Protect the unique quality of downtown by requiring buildings to be at least two stories with a zero-lot line front setback.
- Promote truly mixed-use development with residential above the first floor and design oriented to pedestrian and not automobiles.
- Consider rewriting the Village Zoning Ordinance to establish permitted by-right mixed-use land uses in the Central Business District, potentially increasing maximum height for buildings to 72 feet for flat roofs and 85 feet with pitched roof with stepback requirements for any building exceeding four stories or 50 feet in height, and improve the historic preservation standards in this district.

Further, the plan recommends that all new multi-family developments be required to include high-quality design standards. These include architectural design that is compatible with downtown design, brick materials on all facades, avoid monotonous facades, orient buildings to the street, provide generous landscaping, screen parking areas, and provide on-site recreational opportunities.

Other relevant goals, objectives, and policies from the plan that align with the proposed development include the following:

- Promote a future land use pattern in and around the Village that contains a logical and sustainable mix of uses and building types.
- Actively promote infill development and redevelopment where opportunities present themselves, particularly for underutilized properties along Front Street and the Military Ridge Trail in the downtown area, as well as others in the developed central part of the Village.
- Increase the types and affordability levels in the Village's housing stock.
- Promote compact, mixed use development, and redevelopment to preserve open space, facilitate human interaction, advance economic growth, and advance energy efficiency.
- Direct new housing development in locations with convenient access to commercial and recreational facilities, transportation systems, schools, employment opportunities, and other necessary facilities and services. Phase residential growth in areas with existing utilities or planned service areas.

The proposed development is in alignment and is consistent with the Comprehensive Plan.

Project Ownership

The GDP submittal notes that the applicant (Steve Brown Apartments) has entered into a purchase agreement the Village for the property. Following Village review and approval processes, Steve Brown Apartments would close on the property and become the property owner.

Background Information about Planned Developments

A Planned Development is a unique zoning district which is specific to a particular project or area. In addition to enabling flexibilities from zoning requirements, Planned Developments also enable the imposition of higher standards for design and operation, and/or requirements related to timing. With the resulting combination of customized flexibility and control, every Planned Development is reviewed on its relation to the subject property, nearby properties, and the community as a whole.

Every Planned Development has three steps:

- Conceptual discussion to identify project concepts and concerns.
- General Development Plan (GDP) to establish the unique zoning district.
- Specific Implementation Plan (SIP) to approve design and operation details.

Planned Developments also allow for the developer and municipality to establish the zoning for multi-phased projects through the GDP step, while allowing expensive engineering and architecture plans to be submitted later as a sequence of SIPs, as the need for each building or phase evolves.

To further protect the public interest, Mount Horeb's zoning requirements for Planned Developments require the applicant to explicitly list items of requested zoning flexibility from the existing district regulations, in addition to clearly depicting them on submittal drawings.

If the GDP is approved, the approval of a Specific Implementation Plan (SIP) will be required at a subsequent date. The SIP submittal requires all of the details of development, including specific exterior materials and colors, floor plans, detailed exterior lighting plans, and detailed landscaping plans.

Formal General Development Plan (GDP) Review

Requested Flexibility from Zoning Ordinance Requirements:

The proposed GDP identifies 5 items of flexibility from the standards of the Central Business (CB) zoning district:

1. The **Permitted Principal Land Use** established for the CB district in Section 17.43 of the Zoning Ordinance only allows multi-family uses as an accessory use (Commercial Apartments). Multi-Family is proposed to be the principal land use for this project.

Specifically, Commercial Apartments are permitted as an accessory land use. The proposed use contains one principal land use - Multi-family (Apartments).

2. The **Maximum Number of Dwelling Units Limit** established for Multi-Family uses in Section 17.20(1)(a)7. of the Zoning Ordinance will not be met by this proposal.

Specifically, the maximum number of dwelling units per building is 8 for Apartment land uses. The proposed use is 63-units in one building.

3. The **Maximum Setbacks for Front, Side, and Rear Yards** established in the CB district in Chart 1 Lot, Yard, and Building Requirements of the Zoning Ordinance will not be met by this proposal.

Specifically, the maximum front, side, and rear yard setbacks in the CB district are 0 feet. The proposed project includes a 5-foot front yard setback, 10-foot side yard setback, and 3-foot rear yard setback.

4. The **Minimum Setback of Apartment Land Uses** established for Multi-Family uses in 17.20(1)(a)7. of the Zoning Ordinance will not be met by this proposal.

Specifically, the minimum setback from all property lines for a Multi-Family Apartment land use is 30 feet. The proposed structure is less than 30 feet from all property lines.

5. The **Maximum Building Height Requirement** established in the CB district in Chart 1 Lot, Yard, and Building Requirements of the Zoning Ordinance will not be met by this proposal.

Specifically, the maximum height allowed is 50 feet and 4 floors. The proposed 5-story structure is 60 feet tall.

Analysis of Requested Flexibilities

The project's proposed flexibilities are needed to provide enough density and height to support two levels of covered parking and work within the existing easements and depth to bedrock constraints. These flexibilities also serve to help address the Village's existing housing shortage, provide new patrons to support local downtown businesses, and establish a higher and better use than surface level parking, which will generate significant new tax base for the Village.

Documented Housing Shortage:

- Dane County is projected to grow by 20,000 households between now and 2040. All communities in the Dane County region will continue to experience pressure for increased housing if growth continues as projected.

- A lack of housing units priced for members of the workforce will be a constraint on the available labor pool. Additionally, an increase in the proportion of retired residents could indicate a current or future need for housing options suitable to senior citizens.
- 2021 Housing Task Force Survey (1,442 responses):
 - In your opinion, are there a sufficient number of options in Mount Horeb for the following types of people?
 - Renters, with families. 59% said definitely not or probably not.
 - Renters, in general. 55% said definitely not or probably not.
- Average New Housing Units Per Decade in Mount Horeb:
 - 1990-1999 = average of 72 new units per year
 - 2000-2009 = average of 58 new units per year
 - 2010-2020 = average of 37 new units per year
 - 2021 = 37 new units
 - 2022 = 56 new units

Source: Village of Mount Horeb Housing Task Force Report and Village of Mount Horeb Building Inspector

The documented need for more housing and greater housing diversity in the Village create the need for land use and density flexibilities as proposed.

Additional Review

The following are observations of the proposed project, many of which will be further reviewed through the SIP stage.

1. **Building Quality:** The proposed GDP provides a high-quality building of sound design and materials that enhance the aesthetic look of downtown and are consistent with similar redevelopment projects in the area.
2. **Project Layout:** The proposed GDP provides access from Front Street, over 200' from the existing intersection of Front Street and 1st Street. It also provides access from 1st Street, over 75' from the existing intersection. Bicycle and pedestrian connections are also provided via both streets.
3. **Project Scale/Number of Units:** The proposed GDP represents a density of 63 dwelling units on 0.75 acres – or about 84 dwelling units per acre. This is a higher density than other recently approved multi-family projects outside of downtown (Gorman and 1800 Springdale Street), but is consistent with the densities of the Hoff Building across the street (approximately 100 units/acre). The existing topography in this area of the Village creates a situation where development along Front Street is much lower in elevation than those along Main Street. The applicant has provided three-dimensional renderings showing how the building scale would generally be consistent with other large buildings on Front Street, but not adversely impact the development scale and character of those along Main Street, due to the grade change.
4. **Proposed Building Heights for Architectural Projections:** The proposed GDP as depicted on the elevations has a flat roof, matching many of the existing buildings downtown. While the proposed maximum height of the structure exceeds Village standards, the Duluth Trading Company Headquarters building is 5-stories and 71 feet tall (85 feet at the peak of the roof), or over 11 feet taller than the proposed project.

5. **Site Design:** The proposed GDP as depicted on the site plan provides vehicle, pedestrian, and bicycle access to the project and parking for all modes. It also includes indoor recreational amenities for residents and visitors. There is one potential vehicle traffic conflict point where access is proposed near the intersection of Front Street and Perry Street, however, it generally aligns with the existing site access. The proposed on-street parking reconfiguration and narrower street width of Front Street to the east will provide traffic calming measures with the intent of limiting vehicle traffic conflicts in this area.
6. **Landscaping:** The proposed GDP provides preliminary landscaping plans as depicted on the elevations and site plan. While space is significantly limited on-site for landscaping and there are no established minimum landscaping standards for the CB zoning district, the applicant has incorporated landscaping on all four sides of the property/structure. The specific landscaping plan for the site will be submitted and reviewed as part of the SIP process.
7. **Lighting:** The proposed GDP does not include an exterior lighting plan. The specific lighting plan for the site will be submitted and reviewed as part of the SIP process.
8. **Signage:** The GDP proposes minimal signage in the form of wall signs over the main entry. There is also a projecting sign proposed on the corner of the building that faces the Front Street and 1st Street intersection. Finally, there is a proposed mural/artwork feature shown on the rear of the building facing the Military Ridge Trail. Overall, no signage details have been included at this time and the specific signage plan for the site will be submitted and reviewed as part of the SIP process.
9. **Requested Zoning Flexibility:** I support granting flexibility for the use, density, and intensity requirements because of the following. First, there are other existing buildings in the area that do not include any commercial component and are standalone multi-family land uses (Hoff Building) and there are other buildings in the area of similar height (Duluth Trading Company Headquarters). Second, most of downtown has on-street parking (over 700 existing parking spaces), and the adjacent bike trail and the overall walkability of the area provides alternative transportation opportunities for residents and visitors. Finally, the project helps meet the housing shortage in the Village, increases diversity in the Village's housing stock, and promotes economic development downtown with new residents in close proximity to local employers and businesses. Overall, the proposed project provides a new, high-quality multi-family development in downtown Mount Horeb.

Village Planner's Recommendations Regarding the GDP

If acceptable to the Plan Commission, the Village Planner recommends the Plan Commission make, consider, and adopt a motion which makes a finding that the criteria for GDP submittals and approval have been met, and that also recommends approval of the proposed GDP Zoning Map Amendment by the Village Board, inclusive of full and continuous compliance with the submittal documents, the list of flexibilities and conditions provided in the submittal, and with any conditions identified by Village Staff and the Plan Commission, including 1-7, below:

1. The proposed flexibility to allow Multi-Family Apartments as a principal by-right land use in the CB zoning district should be granted as proposed in the GDP submittal.
2. The proposed flexibility to allow the maximum building size to exceed 8 dwelling units per building should be granted up to 63 dwelling units as proposed in the GDP submittal.

3. The proposed flexibility to allow maximum setbacks in the CB zoning district to be exceeded for the front, side, and rear yards should be granted up to a 5-foot front yard setback, 10-foot side yard setback, and 3-foot rear yard setback as proposed in the GDP submittal.
4. The proposed flexibility to allow minimum setbacks for Multi-Family Apartment land uses to be lower than 30 feet on all property lines should be granted down to 2 feet as proposed in the GDP submittal.
5. The proposed flexibility to allow a maximum height greater than 4 stories/50 feet tall should be granted up to 5 stories/60 feet as proposed in the GDP submittal.
6. The Village's design review standards be applied through the SIP phase of project review.
7. Any additional requirements identified by Village Staff, the Village Engineer, the Plan Commission, or the Village Board.



VANDEWALLE & ASSOCIATES INC.

To: Village of Mount Horeb Village Board
From: Village Planner Ben Rohr, AICP
Date: March 24, 2023
Re: 120 E. Front Street and Depot Plaza – Adopted Village Plan Consistency

Introduction

Steve Brown Apartments has been working with the Village of Mount Horeb dating back to late 2021 on the potential development of 120 E. Front Street, which currently consists of the Village-owned 83 stall surface parking area (former Village Fire Station). The conceptual review of the project came before the Plan Commission in February of 2022 and Development Agreement conversations with the Village Board occurred throughout 2022.

On March 22, 2023, Steve Brown Apartments appeared before the Plan Commission seeking approval of the General Development Plan (GDP) for the project. During the public hearing and subsequent Plan Commission discussion, concerns were raised on a variety of issues including tenant parking, public parking downtown, trail impacts, impacts to the future planned downtown gathering space along the trail (the Depot Plaza), building size and height, land use, and consistency with adopted plans. Following the discussion, the Plan Commission moved to table the project and request the Village Board have a discussion regarding whether or not it was still the Village's priority to implement the planned Depot Plaza downtown in relationship to the proposed development at 120 E. Front Street.

This memo is intended to serve as summary of adopted plans/studies and is not intended to be the request of any formal action or determination of the project's merit in relationship to the Zoning Ordinance or any other Village Ordinance.

Village of Mount Horeb Housing Report

In 2021, the Village's Housing Task Force commissioned a Housing Report be completed. The report identified that there are projected increases in new households over the next decade and a need for more workforce and senior housing options. It also surveyed residents in which over 50% of respondents stated that there weren't enough rental options in the Village today.

The proposed range of multi-family unit types within the proposed project will help meet the identified need and advance the recommendations of the Housing Report.

Village of Mount Horeb Downtown Redevelopment Plan

In 2017, the Village of Mount Horeb conducted the Downtown Redevelopment Plan. The plan established the Village's downtown vision, evaluated downtown public parking, established subarea

recommendations (including 120 E. Front Street and the Depot Plaza), and provided action steps/prioritized projects.

The plan states the following:

- “There are 776 total parking spaces within downtown, including the 83 surface parking stalls at 120 E. Front Street. In the longer term, areas currently reserved for off-street parking under this concept may prove more valuable for redevelopment or new building construction, at which time the Village may explore higher-density alternatives such as structured parking.”
- “While the downtown core hosts many festivals and special events, it lacks a truly public, year-round gathering space. With Front Street and the bike trail just steps away, the block surrounding the existing Military Ridge trailhead could see development of additional greenspace, seating and parking as envisioned. This block, which already features a distinctive Norwegian-style “depot” facility with covered seating and restrooms co-owned by the Village and WisDNR, has been identified as an ideal target for a highly engaging public space that provides passive recreation space and public amenities with direct bicycle/pedestrian connections and high visibility from surrounding businesses, as well as an attractive centerpiece around which properties on the block and those adjoining it may be redeveloped.”
- “While the character of existing housing near downtown remains attractive and in keeping with Mount Horeb’s small town charm, there are opportunities and pent-up demand for new housing types such as townhouses and upscale apartments in the downtown itself that cater to younger demographics and those looking for a more “urban” feel. The Hoff Mall Apartment project to be undertaken by Gallina Companies in 2017-18 will offer a bellwether for downtown market rate rental demand, and as other parcels become available – particularly those adjacent to the bike trail on Lincoln and Front Streets – development of higher-density, multiunit residential options may represent the “highest and best use” of parcels with current commercial and industrial uses.”

The proposed project would help accomplish several of the Downtown Redevelopment Plan’s recommendations for the site at 120 E. Front Street. The plan does not explicitly state that 120 E. Front Street be utilized for parking associated with the recommended Depot Plaza project.

Village of Mount Horeb Comprehensive Plan

The Village’s 2022 Comprehensive Plan designates the site in the Central Mixed Use category which is defined as a “future land use category intended for pedestrian-oriented commercial, office, community facility, and upper story residential uses in a “downtown” setting, with on-street parking and minimal building setbacks. The Central Mixed-Use land use category includes the historic downtown area. The existing Village zoning district that is most appropriate to implement this future land use category is the Central Business District (CB).”

Central Mixed Use Programs and Policies:

- Continue to implement the recommendations of the Downtown Redevelopment Plan.
- Promote downtown as a tourist, commercial, civic, and social center.
- Work with downtown property owners and businesses to preserve, renovate, modernize, and put to active use historically significant buildings.
- Support the expansion, retention, and upgrading of specialty retail, restaurants, financial services, offices, neighborhood retail and services, and community uses.

- Require that all projects submit and have approved detailed building elevations and site plans, showing the proposed locations of the building(s), parking, storage, loading, signage, landscaping, and lighting prior to development approval.
- Protect the unique quality of downtown by requiring buildings to be at least two stories with a zero-lot line front setback.
- Promote truly mixed-use development with residential above the first floor and design oriented to pedestrian and not automobiles.
- Consider rewriting the Village Zoning Ordinance to establish permitted by-right mixed-use land uses in the Central Business District, potentially increasing maximum height for buildings to 72 feet for flat roofs and 85 feet with pitched roof with stepback requirements for any building exceeding four stories or 50 feet in height, and improve the historic preservation standards in this district.

Further, the plan recommends that all new multi-family developments be required to include high-quality design standards. These include architectural design that is compatible with downtown design, brick materials on all facades, avoid monotonous facades, orient buildings to the street, provide generous landscaping, screen parking areas, and provide on-site recreational opportunities.

Other relevant goals, objectives, and policies from the plan that align with the proposed development include the following:

- Promote a future land use pattern in and around the Village that contains a logical and sustainable mix of uses and building types.
- Actively promote infill development and redevelopment where opportunities present themselves, particularly for underutilized properties along Front Street and the Military Ridge Trail in the downtown area, as well as others in the developed central part of the Village.
- Increase the types and affordability levels in the Village's housing stock.
- Promote compact, mixed use development, and redevelopment to preserve open space, facilitate human interaction, advance economic growth, and advance energy efficiency.
- Direct new housing development in locations with convenient access to commercial and recreational facilities, transportation systems, schools, employment opportunities, and other necessary facilities and services. Phase residential growth in areas with existing utilities or planned service areas.

The proposed project advances several community-wide and downtown-specific goals and recommendations of the Comprehensive Plan. The plan does not explicitly state that 120 E. Front Street be utilized for parking long-term.

Village of Mount Horeb Comprehensive Outdoor Recreation Plan

In 2020, the Village completed the latest update to the Comprehensive Outdoor Recreation Plan (Park Plan). Within the plan, there is a recommendation regarding the Depot Plaza to “consider repurposing the parking area for a Farmer’s Market, gathering/plaza space, or open green space, if alternative trail parking were acquired per WisDNR requirements.” Additionally, there are no specific recommendations or new facilities identified for the property at 120 E. Front Street within the plan.

The proposed project could have impacts on the Comprehensive Outdoor Recreation Plan’s recommendations related to alternative trail parking needed for the Depot Plaza project. However, there are no explicitly stated elements of the plan recommending the site at 120 E. Front Street be utilized for that purpose.

Summary

There are competing interests in downtown Mount Horeb between parking, green/gathering space, redevelopment opportunities, housing, employment, and business growth, and increased tax base. The Depot Plaza is a long-envisioned project that would provide great benefits to the community and downtown area. The proposed project at 120 E. Front Street would also have great benefits to the community and downtown area. Additionally, there are other redevelopment sites identified within adopted plans that could potentially serve as the parking needed to accomplish the Depot Plaza project.

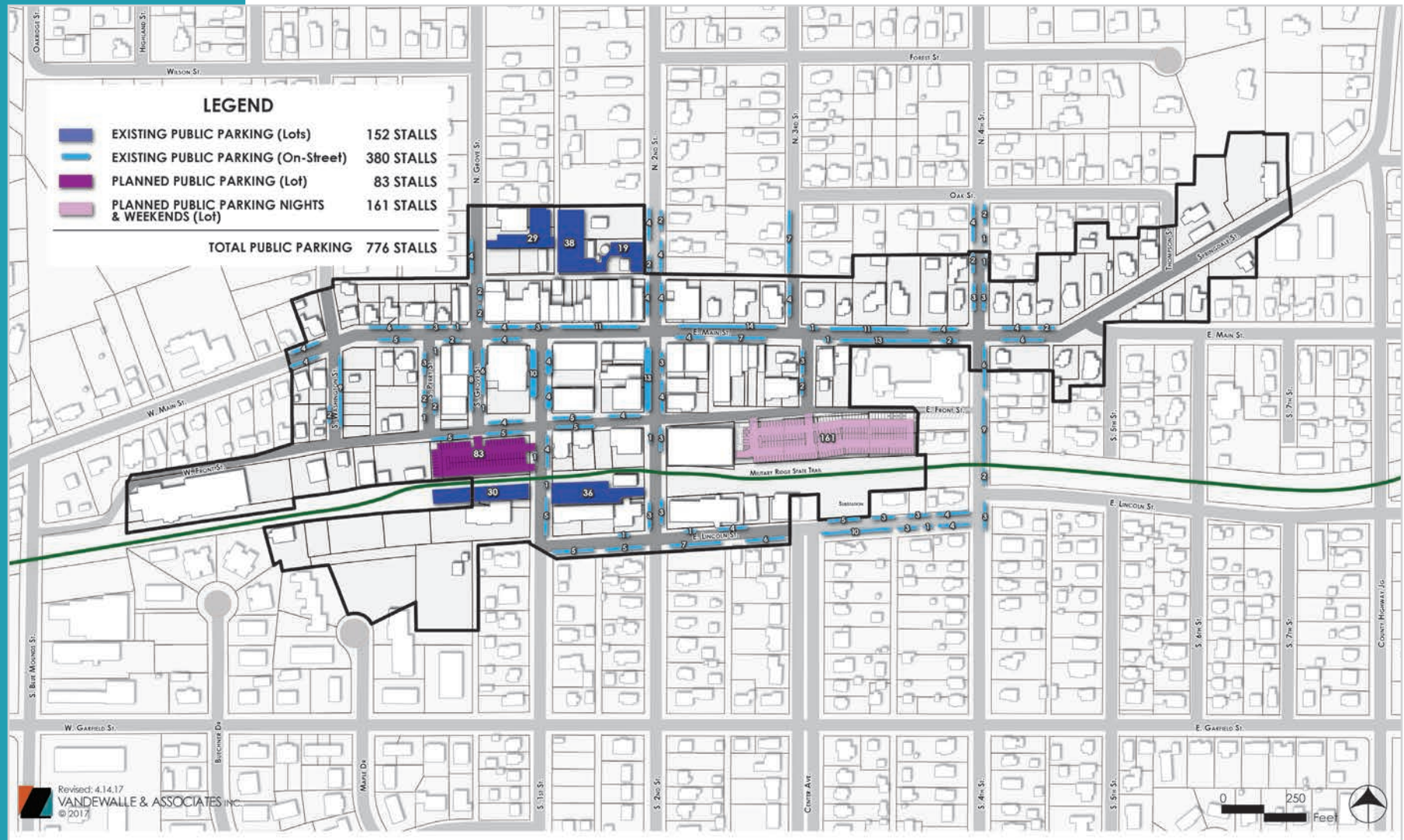
Based on the analysis of existing plans above, both projects are consistent with the Village's long-term goals and could potentially coexist. However, the Plan Commission is seeking direction from the Village Board regarding whether or not it is still the Village's priority to implement the planned Depot Plaza downtown in relationship to the proposed development at 120 E. Front Street.

Again, this memo does not serve as the basis for any action in relationship to the proposed project's merit in meeting all requirements of the Zoning Ordinance or another Village Ordinance.

MAP 1:
REHABILITATION
& DEVELOPMENT
OPPORTUNITIES



MAP 2: DOWNTOWN PLAN - PUBLIC PARKING (SHORT-TERM PLAN)





AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 7.h

Consideration of Certified Survey Map to combine two lots at 120 S First Street, Steve Brown Apartments

BACKGROUND

The current property at 120 S First Street is split into two lots. The application combines the lots so the building will be on one single lot. Approval will be contingent on completion of the sale of the property.

RECOMMENDATION

Plan Commission recommends approval.

ATTACHMENTS

1. 220911_CSM Draft (02-17-23)



VILLAGE OF MOUNT HOREB
138 East Main Street
Mount Horeb, WI 53572
Phone (608) 437-6884 Fax: (608) 437-3190

APPLICATION FOR A CERTIFIED SURVEY MAP

Date: 02/20/2023

Fee: \$1,925.00

TO: THE VILLAGE PRESIDENT AND VILLAGE BOARD
138 E Main Street
Mt Horeb WI 53572

The undersigned owner (agent) of the property herein described hereby requests you to consider approval of a certified survey map for the following described property:

(1) Location of property (include street address, outlot, subdivision) 120 S First Street

(2) Owner and Address Village of Mount Horeb
138 East Main Street
Mount Horeb, WI 53572

(3) The survey contains 2 lots and 0.8 acres.

(4) The proposed zoning, if different, will be Planned Unit Development

All the data required by Section 18.23 of the Subdivision Ordinance (has) (has not) been provided.

SIGNED: 
(applicant)

Dan Seeley, Steve Brown Apartments - Developer
(applicant's interest in the property)

120 West Gorham Street
Madison, WI 53703
(applicant's address)

Applicant's Phone: 608-255-7100

Referred to: _____ Date: _____ Approved: _____

Date of Village Board approval: _____

18.61 FEES.

(1) DEVELOPMENT IMPACT ANALYSIS FEE. At the time of submitting a Development Impact Analysis Input Form, the developer shall pay a nonrefundable fee of \$250.

(2) ADMINISTRATIVE AND REVIEW FEES. At the time of submitting a plat or certified survey application, the developer shall pay the following fees:

(a) PRELIMINARY PLATS.

1. A nonrefundable administrative fee of \$250.
2. A deposit toward engineer review fees of \$100, plus \$50 per lot created up to, and including, 20 such lots and \$20 for each lot in excess of 20.

(b) FINAL PLATS.

1. A nonrefundable administrative fee of \$150.
2. A deposit toward engineer review fees of \$100, plus \$50 per lot created up to, and including, 20 such lots and \$20 for each lot in excess of 20.

(c) CERTIFIED SURVEY MAPS.

1. A nonrefundable administrative fee of \$100.
2. A deposit toward engineer review fees of \$100, plus \$75 per lot created.

(3) PROFESSIONAL FEES. In addition to the fees required under subsections (1) and (2) above, each applicant under this section shall reimburse the Village for all professional fees, including reasonable engineering, planning, and legal review fees, incurred by the Village in connection with such application.

(4) SUBDIVISION IMPROVEMENT AGREEMENTS. In addition to reimbursing the Village for all engineering and legal expenses incurred in preparing subdivision and certified survey map improvement agreements, the developer shall pay the following fees and deposits. Each development phase within a subdivision shall require a separate agreement.

(a) Nonrefundable Administrative Fee.

1. Plats

- | | |
|----------------------|-------|
| a. Phase I | \$300 |
| b. Subsequent Phases | \$250 |

2. Certified Survey Maps

- | | |
|-------------|-------|
| a. Phase I | \$150 |
| b. Phase II | \$100 |

(b) Legal Deposit.

1. Plats

- | | |
|----------------------|---------|
| a. Phase I | \$3,000 |
| b. Subsequent Phases | \$2,000 |

- 2. Certified Survey Maps
 - a. Phase I \$1,000
 - b. Subsequent Phases \$750

(c) Engineering Deposit.

- 1. Plats
 - a. Phase I \$1,500
 - b. Subsequent Phases \$1,000
- 2. Certified Survey Maps
 - a. Phase I \$500
 - b. Subsequent Phases \$400

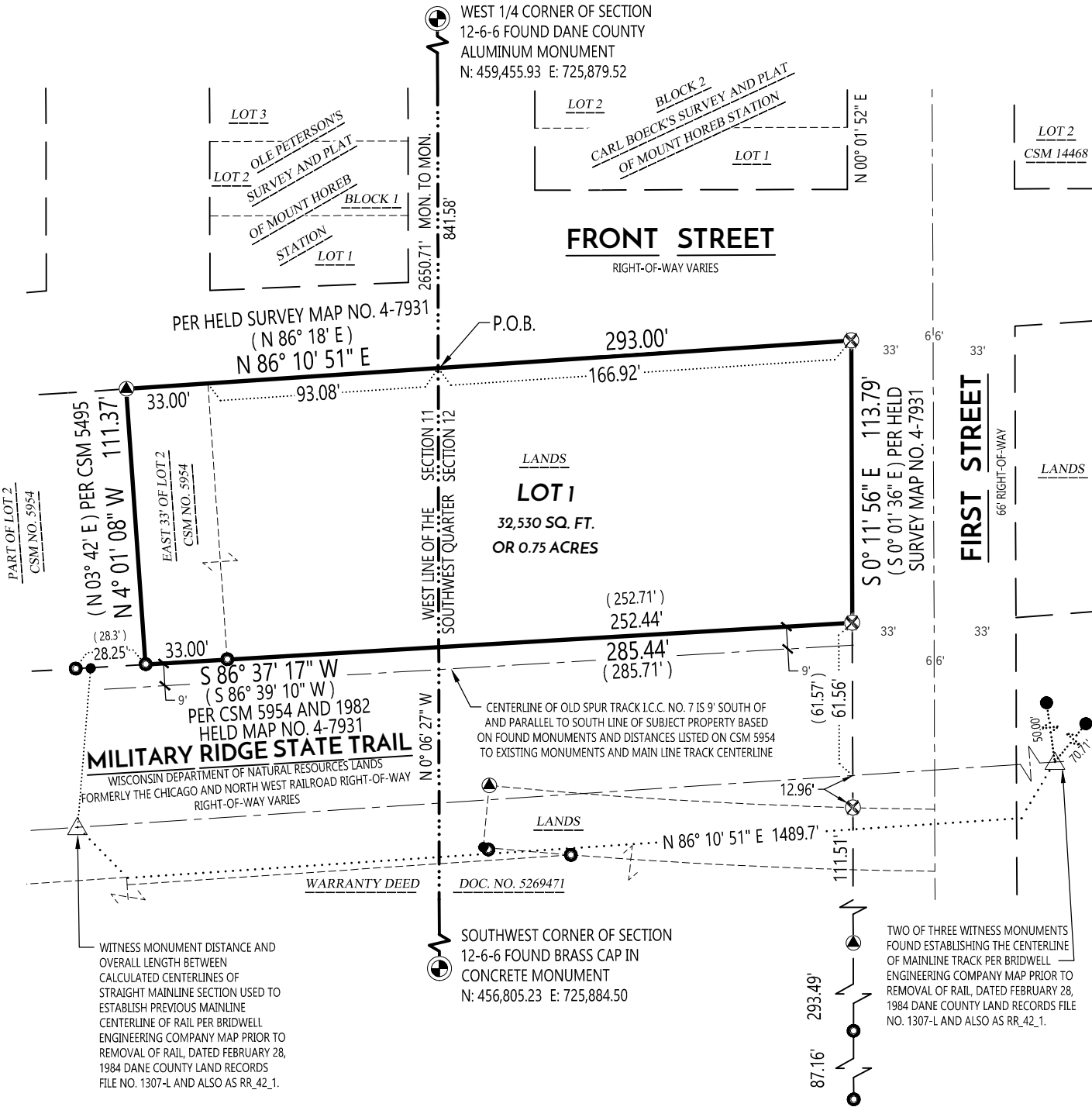
Upon completion of the Village review of the agreement and acceptance of the implementation of the agreement, the applicant shall reimburse the Village for any costs in excess of the deposit, and any excess deposit shall be returned to the applicant.

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200.00'

CERTIFIED SURVEY MAP NO. _____

THE EAST 33 FEET OF LOT 2 OF CERTIFIED SURVEY MAP NO. 5954, RECORDED IN VOLUME 28 OF CERTIFIED SURVEY MAPS OF DANE COUNTY ON PAGES 179-180, AS DOCUMENT NO. 2163475, AND LANDS BEING A PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 12 AND THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, ALL IN TOWNSHIP 6 NORTH, RANGE 6 EAST, IN THE VILLAGE OF MOUNT HOREB, DANE COUNTY, WISCONSIN

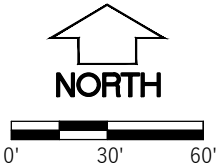


LEGEND

- SECTION CORNER FOUND / RECOVERED
- 3/4" REBAR FOUND
- 1" IRON PIPE FOUND
- MAG NAIL FOUND
- 3/4" REBAR SET 2.55 LB/FT
- CSM BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION/QUARTER LINE
- PLATTED LINE
- RECORDED INFORMATION

NOTES:

- FIELD WORK PERFORMED BY WYSER ENGINEERING, LLC. ON APRIL 11, 2022.
- NORTH REFERENCE FOR THIS CERTIFIED SURVEY AND MAP ARE BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, WISCRS DANE, NAD 83 (2011), GRID NORTH. THE WEST LINE OF THE SOUTHWEST QUARTER OF SECTION 12-T6N-R6E, BEARS S 0°06' 27" E
- THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.
- SEE SHEETS 2 OF 4 FOR FURTHER DETAILS ON EASEMENTS.



PREPARED BY:
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
STEVE BROWN APARTMENTS
120 WEST GORHAM STREET
MADISON, WI 53703

SURVEYED BY: MAL
DRAWN BY: ZMR
APPROVED BY: ZMR

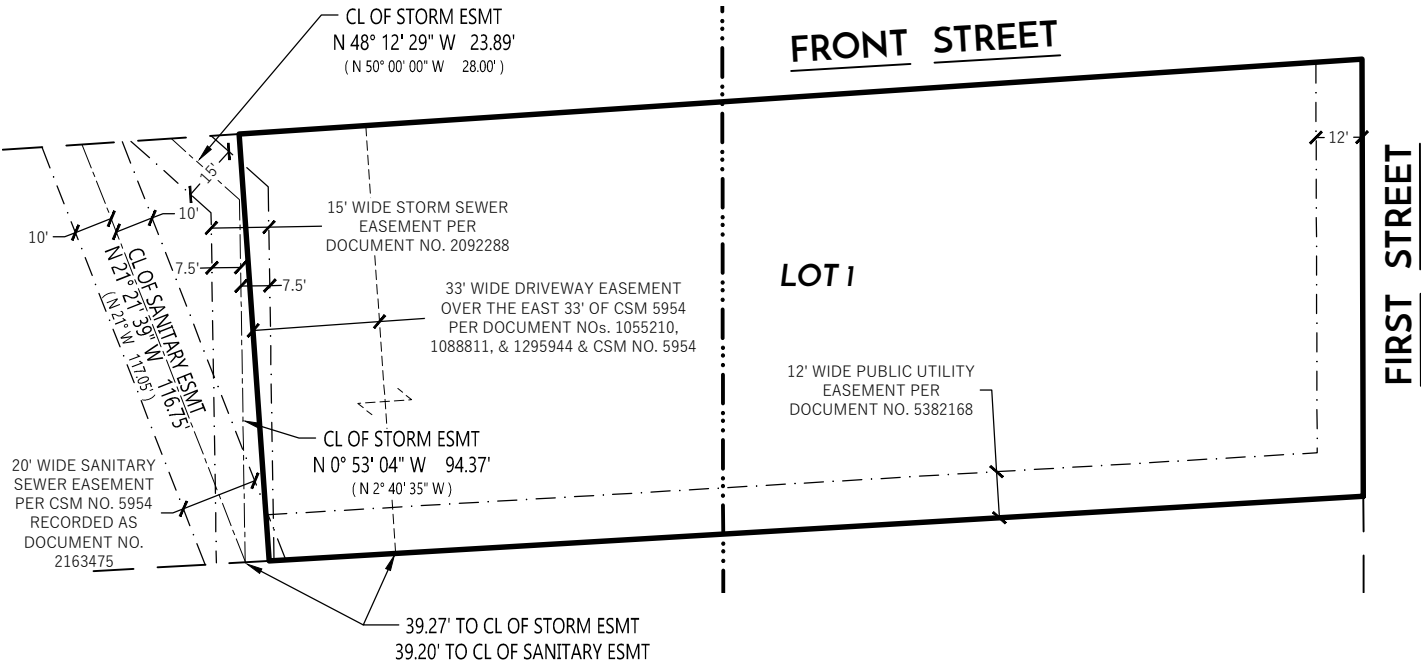
PROJECT NO: 220911
SHEET NO: 1 of 4

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

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EXISTING EASEMENT DETAILS

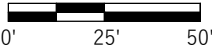


LEGEND

- CSM BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION/QUARTER LINE
- PLATTED LINE
- EXISTING EASEMENT
- () RECORDED INFORMATION

NOTES:

- THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.



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www.wyserengineering.com

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MADISON, WI 53703

SURVEYED BY: MAL
DRAWN BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 220911
SHEET NO: 2 of 4

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LEGAL DESCRIPTION

THE EAST 33 FEET OF LOT 2 OF CERTIFIED SURVEY MAP NO. 5954, RECORDED IN VOLUME 28 OF CERTIFIED SURVEY MAPS OF DANE COUNTY ON PAGES 179-180, AS DOCUMENT NO. 2163475, AND LANDS BEING A PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 12 AND THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 11, ALL IN TOWNSHIP 6 NORTH, RANGE 6 EAST, IN THE VILLAGE OF MOUNT HOREB, DANE COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST QUARTER CORNER OF AFORESAID SECTION 12, THENCE ALONG THE WEST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 12, SOUTH 00 DEGREES 06 MINUTES 27 SECONDS EAST, 841.58 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF FRONT STREET, ALSO BEING 175 FEET NORTH AS MEASURED PERPENDICULARLY FROM THE ORIGINAL CENTER LINE OF THE 300 FOOT RIGHT OF WAY OF THE CHICAGO AND NORTHWESTERN RAILWAY COMPANY, AND ALSO BEING THE POINT OF BEGINNING. THENCE ALONG THE SOUTHERLY RIGHT-OF-WAY OF FRONT STREET AND PARALLEL TO SAID ORIGINAL CENTERLINE, NORTH 86 DEGREES 10 MINUTES 51 SECONDS EAST, 166.92 FEET TO THE WEST RIGHT-OF-WAY OF FIRST STREET; THENCE ALONG SAID WESTERLY RIGHT-OF-WAY OF FIRST STREET, SOUTH 00 DEGREES 11 MINUTES 56 SECONDS EAST, 113.79 FEET TO A POINT ON THE NORTHERLY RIGHT-OF-WAY OF THE MILITARY RIDGE STATE TRAIL, FORMERLY THE CHICAGO AND NORTHWESTERN RAILROAD; THENCE ALONG SAID NORTHERLY RIGHT-OF-WAY, SOUTH 86 DEGREES 37 MINUTES 17 SECONDS WEST, 285.44 FEET TO THE SOUTHWEST CORNER OF THE EAST 33 FEET OF AFORESAID LOT 2 OF CERTIFIED SURVEY MAP NO. 5954; THENCE ALONG THE WEST LINE OF SAID EAST 33 FEET OF LOT 2, NORTH 04 DEGREES 01 MINUTES 08 SECONDS WEST, 111.37 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF FRONT STREET, ALSO BEING THE NORTHWEST CORNER OF THE SAID EAST 33 FEET OF LOT 2; THENCE ALONG SAID SOUTHERLY RIGHT-OF-WAY OF FRONT STREET, NORTH 86 DEGREES 10 MINUTES 51 SECONDS EAST, 126.08 FEET BACK TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL CONTAINS 32,530 SQUARE FEET OR 0.75 ACRES

SURVEYOR'S CERTIFICATE

I, ZACHARY M. REYNOLDS, WISCONSIN PROFESSIONAL LAND SURVEYOR S-3223, DO HEREBY CERTIFY THAT BY DIRECTION OF STEVE BROWN APARTMENTS, I HAVE SURVEYED, DIVIDED, AND MAPPED THE LANDS DESCRIBED HEREON AND THAT THE MAP IS A CORRECT REPRESENTATION IN ACCORDANCE WITH THE INFORMATION PROVIDED. I FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS IN FULL COMPLIANCE WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION REGULATIONS OF THE VILLAGE OF MOUNT HOREB AND DANE COUNTY, WISCONSIN.

ZACHARY M. REYNOLDS, S-3223
WISCONSIN PROFESSIONAL LAND SURVEYOR

DATE



VILLAGE OF MOUNT HOREB APPROVAL

THE VILLAGE OF MOUNT HOREB HAS APPROVED THIS CERTIFIED SURVEY MAP.

ALYSSA GAFFNEY
VILLAGE CLERK, VILLAGE OF MOUNT HOREB

DATE



PREPARED BY:
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
STEVE BROWN APARTMENTS
120 WEST GORHAM STREET
MADISON, WI 53703

SURVEYED BY: MAL
DRAWN BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 220911
SHEET NO: 3 of 4

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OWNER'S CERTIFICATE

XXXXXXXXXXXXXXXXX LLC, AS OWNER, WE HEREBY CERTIFY THAT WE CAUSED THE LANDS DESCRIBED HEREON TO BE SURVEYED, DIVIDED MAPPED AND DEDICATED AS SHOWN. I ALSO CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S. 236.34 OF THE WISCONSIN STATE STATUES TO BE SUBMITTED TO THE VILLAGE OF MOUNT HOREB FOR APPROVAL.

BY: _____
MANAGING MEMBER
XXXXXXXXXXXXXXXXX LLC

STATE OF WISCONSIN) SS
DANE COUNTY) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2023, THE ABOVE NAMED

MANAGING MEMBER FOR XXXXXXXXXXXXXXXX LLC, _____ TO ME KNOWN TO BE THE
PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

NOTARY PUBLIC, STATE OF WISCONSIN MY COMMISSION EXPIRES _____

CONSENT OF MORTGAGEE

XXXXXXXXXXXXXXXXXXXXXXXXX, A BANKING ASSOCIATION DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN , MORTAGAGEE OF THE ABOVE DESCRIBED LAND, DOES HEREBY CONSENT TO THE SURVEY, DIVIDING, MAPPING AND DEDICATION OF THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP AND DOES HEREBY CONSENT TO THE OWNER'S CERTIFICATE.

BY: _____
AUTHORIZED OFFICER

STATE OF WISCONSIN) SS
DANE COUNTY) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2023, THE ABOVE

NAMED BANKING ASSOCIATION , XXXXXXXXXXXXXXXXXXXXXXXXXXXX AUTHORIZED OFFICER

_____ TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING
INSTRUMENT, AND ACKNOWLEDGED THE SAME.

NOTARY PUBLIC, STATE OF WISCONSIN MY COMMISSION EXPIRES _____



OFFICE OF THE REGISTER OF DEEDS	
_____ COUNTY, WISCONSIN	
RECEIVED FOR RECORD _____,	
20 ____	AT _____ O'CLOCK ____ M AS
DOCUMENT # _____	
IN VOL. _____ OF CERTIFIED SURVEY	
MAPS ON PAGE(S) _____.	
_____ KRISTI CHLEBOWSKI, REGISTER OF DEEDS	



PREPARED BY: 300 EAST FRONT STREET MOUNT HOREB, WI 53572 www.wyserengineering.com	PREPARED FOR: STEVE BROWN APARTMENTS 120 WEST GORHAM STREET MADISON, WI 53703	SURVEYED BY: MAL DRAWN BY: ZMR APPROVED BY: ZMR	PROJECT NO: 220911 SHEET NO: 4 of 4
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AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 7.i

Annual Review of Code of Ethics Policy

BACKGROUND

Changing annual review from September to May per VB President request. Educate new and existing Board members and address any modifications before Committees and Commissions have their annual reminder of it at their 1st meeting after May 1st with new citizen members.

RECOMMENDATION

ATTACHMENTS

1. Approved Code of Ethics

Ethics Code

1. Statement of Purpose.

- (a) The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established in this Code of Ethics for all Village of Mount Horeb officials and employees, whether elected or appointed, paid or unpaid, including members of boards, committees and commissions of the Village, as well as any individuals who are candidates for elective office as soon as such individuals file nomination papers with the Village.
- (b) The purpose of this Ethics Code is to establish guidelines for ethical standards of conduct for all such officials and employees by setting forth those acts or actions that are incompatible with the best interests of the Village of Mount Horeb and by directing disclosure by such officials and employees of private financial or other interests in matters affecting the Village. The Village Board believes that a Code of Ethics for the guidance of elected and appointed officials and employees will help them avoid conflicts between their personal interests and their public responsibilities, will improve standards of public service and will promote and strengthen the faith and confidence of the citizens of this Village in their elected and appointed officials and employees. The Village Board hereby reaffirms that each elected and appointed Village official and employee holds his or her position as a public trust, and any intentional effort to realize substantial personal gain through official conduct is a violation of that trust. The provisions and purpose of this Ethics Code and such rules and regulations as may be established are hereby declared to be in the best interests of the Village of Mount Horeb.

2. Definitions.

The following definitions shall be applicable in this Chapter:

- (a) **Public Official.** Those persons serving in statutory elected or appointed offices provided for in Chapter 62 of the Wisconsin Statutes, and all members appointed to boards, committees and commissions established or appointed by the Village President and/or Village Board pursuant to this Code of Ordinances, whether paid or unpaid.
- (b) **Public Employee.** Any person excluded from the definition of a public official who is employed by the Village.
- (c) **Anything of Value.** Any gift, favor, loan, service or promise of future employment, but does not include reasonable fees and honorariums, or the exchange of seasonal, anniversary or customary gifts among relatives and friends.
- (d) **Business.** Means any corporation, partnership, proprietorship, firm, enterprise, franchise, association, organization, self-employed individual or any other legal entity which engages in profit-making activities.
- (e) **Personal Interest.** The following specific blood or marriage relationships:
 - (1) A person's spouse, mother, father, child, brother or sister; or
 - (2) A person's relative by blood or marriage who receives, directly or indirectly, more than one-half ($\frac{1}{2}$) support from such person or from whom such person receives, directly or indirectly, more than one-half ($\frac{1}{2}$) of his support.
- (f) **Significant Interest.** Owning or controlling, directly or indirectly, at least ten percent (10%) or Five Thousand Dollars (\$5,000.00) of the outstanding stock of at least ten percent (10%) or Five Thousand Dollars (\$5,000.00) of any business.

-
- (g) **Financial Interest.** Any interest which shall yield, directly or indirectly, a monetary or other material benefit to the officer or employee or to any person employing or retaining the services of the officer or employee.
 - (h) **Staff.** Any full- or part-time employee of the Village.

3. Statutory Standards of Conduct.

There are certain provisions of the Wisconsin Statutes which should, while not set forth herein, be considered an integral part of any Code of Ethics. Accordingly, the provisions of the following sections of the Wisconsin Statutes, as from time to time amended, are made a part of this Code of Ethics and shall apply to public officials and employees whenever applicable, to wit:

- (a) **Sec. 19.59.** State Ethics Law.
- (b) **Sec. 946.10.** Bribery of Public Officers and Employees.
- (c) **Sec. 946.11.** Special Privileges from Public Utilities.
- (d) **Sec. 946.12.** Misconduct in Public Office.
- (e) **Sec. 946.13.** Private Interest in Public Contract Prohibited.

4. Responsibility of Public Office.

Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of this State and carry out impartially the laws of the nation, state and municipality, to observe in their official acts the highest standards of morality and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their prime concern. Their conduct in both their official and private affairs should be above reproach so as to foster respect for government.

5. Dedicated Service.

- (a) Officials and employees should adhere to the rules of work and performance established as the standard for their positions by the appropriate authority.
- (b) Officials and employees should not exceed their authority or breach the law or ask others to do so, and they should work in full cooperation with other public officials and employees unless prohibited from so doing by law or by officially recognized confidentiality of their work.
- (c) Members of the Village staff are expected to follow their appropriate professional code of ethics. Staff members shall file a copy of such professional ethics codes with the Village Clerk. The Village Clerk may notify the appropriate professional ethics board of any ethics violations involving Village employees covered by such professional standards.

6. Fair and Equal Treatment.

- (a) **Use of Public Property.** No official or employee shall use or permit the unauthorized use of Village-owned vehicles, equipment, materials or property for personal convenience or profit, except when such services are available to the public generally or are provided as Village policy for the use of such official or employee in the conduct of official business, as authorized by the Village Board or authorized board, commission or committee.
- (b) **Use of Village Stationery.** No official or employee shall use, or permit the unauthorized use of, Village stationery for personal use.

-
- (c) **Obligations to Citizens.** No official or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen. No official or employee shall use or attempt to use his or her position with the Village to secure any advantage, preference or gain, over and above his rightful remuneration and benefits, for himself or for a member of his or her immediate family.
 - (d) **Political Contributions.** No official shall personally solicit from any Village employee, other than an elected official, a contribution to a political campaign committee for which the person subject to this Chapter is a candidate or treasurer.

7. Conflict of Interest.

(a) Financial and Personal Interest Prohibited.

- (1) No official or employee of the Village, whether paid or unpaid, shall engage in any business or transaction or shall act in regard to financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of official duties in the public interest contrary to the provisions of this Chapter or which would tend to impair independence of judgment or action in the performance of official duties.
- (2) Any member of the Village Board who has a financial interest or personal interest in any proposed legislation before the Village Board shall disclose on the records of the Village Board the nature and extent of such interest; such official shall not participate in debate or vote for adoption or defeat of such legislation.
- (3) Any non-elected official who has a financial interest or personal interest in any proposed legislative action of the Village Board or any board, commission or committee upon which the official has any influence or input or of which the official is a member that is to make a recommendation or decision upon any item which is the subject of the proposed legislative action shall disclose on the records of the Village Board or the appropriate board, commission or committee the nature and extent of such interest. Such official shall not participate in debate or discussion or vote for adoption or defeat of such legislation.
- (4) Any Village employee who has a financial interest or personal interest in any proposed legislative action of the Village Board or any board, commission or committee upon which the employee has any influence of input, or of which the employee is a member, that is a make to recommendation or decision upon any item which is the subject of the proposed legislative action shall disclose on the records of the Village Board or the appropriate board, commission or committee the nature and extent of such interest.

- (b) **Disclosure of Confidential Information.** No official or employee shall, without proper legal authorization, disclose confidential information concerning the property, government or affairs of the Village, nor shall such information be used to advance the financial or other private interests of the official or employee or others.

(c) Gifts and Favors.

- (1) No official or employee, personally or through a member of his immediate family, may solicit or accept, either directly or indirectly, from any person or organization, money or anything of value if it could be expected to influence the employee's official actions or judgments or be considered a reward for any action or inaction on the part of the official or employee.
- (2) No official or employee personally, or through a member of his immediate family, shall accept any gift, whether in the form of money, service, loan, thing or promise, from any person which could reasonably be expected to impair his independence of judgment or action in the performance of his duties or grant in the discharge of his duties any improper favor, service or thing of value. However, it is not a conflict of interest for any public official or employee to receive hospitality that is unsolicited and unrelated to government business, such as a meal, and that is not intended to influence the official.

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- (3) An official or employee is not to accept hospitality if, after consideration of the surrounding circumstances, it could reasonably be concluded that such hospitality would not be extended were it not for the fact that the guest, or a member of the guest's immediate family, was a Village official or employee. Participation in celebrations, grand openings, open houses, informational meetings and similar events are excluded from this prohibition. This paragraph further shall not be construed to prevent candidates for elective office from accepting hospitality, as a properly reported political contribution, from citizens for the purpose of supporting the candidate's campaign. (The State Ethics Board has interpreted "hospitality" as it applies to state officials as including meals, beverages and lodging which a person offers at his residence and would have been offered if the recipient was not an official).
 - (4) Gifts received by an official or employee or his immediate family under unusual circumstances shall be referred to the Village Board within ten (10) days of receipt for recommended disposition. Any person subject to this Chapter who becomes aware that he is or has been offered any gift, the acceptance of which would constitute a violation of this Subsection, shall, within ten (10) days, disclose the details surrounding said offer to the Village Board. Failure to comply with this reporting requirement shall constitute an offense under this Chapter.
- (d) **Representing Private Interests Before Village Agencies or Courts.**
- (1) Non-elected Village officials and employees shall not appear on behalf of any private person (other than him or herself, his or her spouse or minor children) before any Village agency, board, commission or the Village Board if the official or employee or any board, commission or committee of which the official or employee is a member has any jurisdiction, discretion or control over the matter which is the subject of such representation.
 - (2) Elected Village officials may appear before Village agencies on behalf of constituents in the course of their duties as representatives of the electorate or in the performance of public or civic obligations. However, the disclosure requirements of Subsection (a) above shall be applicable to such appearances.
- (e) **Ad Hoc Committee Exceptions.** No violation of the conflict-of-interest restrictions of this Section shall exist, however, where an individual serves on a special ad hoc committee charged with the narrow responsibility of addressing a specific issue or topic in which that individual, or the employer or a client of that individual, has an interest so long as the individual discloses to the Village Board that such interest exists.
- (f) **Contracts with the Village.** No Village official or employee who, in their capacity as such officer or employee, participates in the making of a contract in which he has a private pecuniary interest, direct or indirect, or performs in regard to that contract with some function requiring the exercise of discretion on his part shall enter into any contract with the Village unless, within the confines of Sec. 946.13, Wis. Stats.:
- (1) The contract is awarded through a process of public notice and competitive bidding or the Village Board waives the requirement of this Section after determining that it is in the best interest of the Village to do so.
 - (2) The provisions of this Subsection shall not apply to the designation of a public depository of public funds.

8. Advisory Opinions.

When an official or employee has doubt as to the applicability of a provision of this Ethics Code to a particular situation or definition of terms used in this Chapter, he should apply to the Village Administrator for an advisory opinion from the Village Attorney and will be guided by that opinion when given. The official or employee shall have the opportunity to present his interpretation of the facts at issue and of the applicability provisions of this Chapter before such advisory decision is made. This Chapter shall be operative in all instances covered by its provisions except when superseded by an applicable statutory provision and statutory action is mandatory, or when the application of a statutory provision is discretionary, but determined by the Village Attorney to be more

appropriate or desirable. Advisory requests and opinions shall be kept confidential, except when disclosure is authorized by the requestor, in which case the request and opinion may be made public.

9. Hiring Relatives.

- (a) This Section governs the proposed hiring of individuals for full-time or part-time work as Village employees who are members of the immediate family of Village employees or elected officials. "Immediate family" includes those relatives by blood or marriage defined in Section 2(e) as personal interests.
- (b) Hiring an immediate family member of any current Village employee or elected Village official will be considered only if that individual has the knowledge and skills, experience or other job-related qualifications that warrant consideration for the position. A person cannot be hired for either full-time or part-time employment in a position immediately supervised by a member of that person's immediate family.
- (c) This Section does not apply to non-elected officials who are asked to accept appointment as members of a Village Board, commission or committee; non-elected officials, however, will be expected to disqualify themselves from participation in matters under consideration which may affect the hiring, retention, classification or compensation of their immediate family if currently employed or being considered for employment by the Village.

10. Employees Covered by Collective Bargaining Agreements.

In the event an employee, covered under a collective bargaining agreement, is allegedly involved in an Ethics Code violation, the terms and conditions set forth in the applicable collective bargaining agreement shall prevail in the administration and interpretation of this Ethics Code Chapter.

11. Employee Protection.

No appointing authority, agent of an appointing authority or supervisor may initiate or administer, or threaten to initiate or administer, any retaliatory action against a Village employee following an employee's disclosure of information related to the violation of any federal or state law, rule or regulation, the mismanagement or abuse of authority, a substantial waste of public funds, or a danger to public health and safety. Nothing in this Section restricts the right of the Village as an employer to take appropriate disciplinary action against an employee who knowingly makes an untrue statement or discloses information, the disclosure of which is specifically prohibited by federal or state law, rule or regulation.



AGENDA ITEM REPORT

MEETING DATE

May 3, 2023

PREPARED BY

AGENDA ITEM # 7.j

Consider Award of Contract for Alley Reconstructions

BACKGROUND

The Village received two bids for the reconstruction of 3 alley ways, with the low bid coming from S&L Underground for \$256,833 which is actually under budget projections. We have worked with S&L before on projects and the Village Engineer is recommending award to the low bidder.

RECOMMENDATION

ATTACHMENTS

1. LTR 2023-0428 Bid Tabulations 23-102

SMITHGROUP

April 28, 2023

Nic Owen
Village Administrator
VILLAGE OF MOUNT HOREB
138 East Main Street
Mount Horeb, WI 53572

Re 2023 Alley Reconstruction
Contract 23-102
Village of Mount Horeb, Wisconsin

Dear Nic:

Bids for the above referenced project were opened on April 27, 2023. Two (2) bids were received—the low bid (total bid with alternates) of \$256,833.06 was lower than the Engineer's Opinion of Probable Construction Cost of \$338,000. The highest base bid received was \$285,457.00. We have enclosed the bid tabulations for your review and files.

S&L Underground, Inc. of Lodi, Wisconsin was the apparent low bidder at \$256,833.06. The bid included a bid bond for 10%.

As with all contractors, we strongly suggest that you consider evaluating S&L Underground's financial status and past project references prior to award and other information submitted to you as required by Part 2, Paragraph 7 of the Standard Specifications.

Sincerely,



Heather Brose, P.E.
Civil Engineer

CC: Joan Stuessy, joan.stuessy@mounthorebwi.info
Jeff Gorman, jeff.gorman@mounthorebwi.info
Rob Wright, robert.wright@smithgroup.com
Matt Kundert, mattk@slunderground.net
Brian Drager, briand@slunderground.net

CONTRACT 23-102

BID DATE: **APRIL 27, 2023** BID TIME: **11:00 A.M.**
VILLAGE OFFICE · 138 E. MAIN STREET · MOUNT HOREB, WI

2023 ALLEY RECONSTRUCTION

BETWEEN S FOURTH ST & S FIFTH ST (SOUTH OF MAIN ST)
BETWEEN CENTER AVE & S FOURTH ST (E LINCOLN ST TO ACADEMY ST)
BETWEEN N GROVE ST & N SECOND ST (NORTH OF MAIN ST)
MOUNT HOREB, WI

BIDDER'S NAME	ADDENDUM	BID BOND	BASE BID AMOUNT		BID W/ ALTERNATES AMOUNT		RANK
			Contractor's computed	Engineer's computed	Contractor's computed	Engineer's computed	
Rule Construction, Ltd.	N/A	x	\$ 247,147.00	\$ 247,147.00	\$ 285,457.00	\$ 285,457.00	2
S&L Underground, Inc.	N/A	x	\$ 219,348.58	\$ 219,348.58	\$ 256,833.06	\$ 256,833.06	1

Reviewed and Approved By:



Robert S. Wright, PE
Village Engineer

SMITHGROUP

www.smithgroup.com

Client Village of Mount Horeb
Project **Mount Horeb 2023 ALLEY RECONSTRUCTION (CONTRACT 23-102)**
Project # 14376.000
Detail **Bid Tabulation**
Date 4/28/2023

					S&L Underground, Inc. W10440 County Road K Lodi, WI 53555		Rule Construction, Ltd. 3696 State Road 23 Dodgeville, WI 53533	
Item	Description	Quantity	Unit		Unit Cost	Item Total	Unit Cost	Item Total
A	BASE BID - BETWEEN CENTER AVE & S FOURTH ST							
1	Unclassified Excavation - Including Removal of all Materials & Subgrade (for 3.5" asphalt and 12" aggregate base, all sidewalks, driveways, and miscellaneous removals). Excavation for Utilities is not included in estimated Unclassified Excavation quantity and is incidental to the associated Utility work & Bid items. (Complete in place)	1	LS		\$ 16,845.00	\$ 16,845.00	\$ 23,545.00	\$ 23,545.00
2	Excavation Below Subgrade & Place Stone Fill (Undercut) (Complete in place)	240	CY		\$ 56.00	\$ 13,440.00	\$ 60.00	\$ 14,400.00
3	Geotextile Fabric. (Complete in Place)	330	SY		\$ 2.30	\$ 759.00	\$ 5.00	\$ 1,650.00
4	Install Crushed Stone Base Course (12" Deep). (Complete in place)	1630	SY		\$ 12.80	\$ 20,864.00	\$ 16.00	\$ 26,080.00
5	Finish Grade Base Course. (Complete in place)	9	STA		\$ 560.00	\$ 5,040.00	\$ 500.00	\$ 4,500.00
6	Sawcut Butt Joint. (Complete in place)	520	LF		\$ 2.00	\$ 1,040.00	\$ 2.00	\$ 1,040.00
7	Install 30" Concrete Curb & Gutter. Includes placement and compaction of salvaged pulverized pavement base to 12" behind curb & gutter. (Complete in place)	50	LF		\$ 50.50	\$ 2,525.00	\$ 65.00	\$ 3,250.00
8	Install 3.5" Deep Bituminous Pavement. (1-3/4" Binder, 1-3/4" Surface, Type LT) (Complete in place)	1510	SY		\$ 19.70	\$ 29,747.00	\$ 19.50	\$ 29,445.00
9	Remove Existing Concrete Driveway/Apron and Replace with 6" Thick Concrete Pavement on 4" Deep Base Course. (Complete in place)	1270	SF		\$ 13.60	\$ 17,272.00	\$ 17.50	\$ 22,225.00
10	Remove Existing Concrete Sidewalk and Replace with 5" Thick Concrete Pavement on 4" Deep Base Course. (Complete in place)	435	SF		\$ 12.40	\$ 5,394.00	\$ 13.00	\$ 5,655.00
11	Restoration	1	LS		\$ 11,361.00	\$ 11,361.00	\$ 7,245.00	\$ 7,245.00
12	Construction Staking and Layout	1	LS		\$ 1,640.00	\$ 1,640.00	\$ 3,000.00	\$ 3,000.00
13	Traffic Control	1	LS		\$ 3,325.00	\$ 3,325.00	\$ 1,000.00	\$ 1,000.00
14	Erosion Control	1	LS		\$ 1,260.00	\$ 1,260.00	\$ 5,000.00	\$ 5,000.00
B	BASE BID - BETWEEN N GROVE ST & N SECOND ST							
15	Unclassified Excavation - Including Removal of all Materials & Subgrade (for 3.5" asphalt and 12" aggregate base, all sidewalks, driveways, and miscellaneous removals). Excavation for Utilities is not included in estimated Unclassified Excavation quantity and is incidental to the associated Utility work & Bid items. (Complete in place)	1	LS		\$ 13,107.00	\$ 13,107.00	\$ 15,522.00	\$ 15,522.00
16	Excavation Below Subgrade & Place Stone Fill (Undercut) (Complete in place)	200	CY		\$ 56.00	\$ 11,200.00	\$ 60.00	\$ 12,000.00
17	Geotextile Fabric. (Complete in Place)	270	SY		\$ 2.30	\$ 621.00	\$ 5.00	\$ 1,350.00
18	Install Crushed Stone Base Course (12" Deep). (Complete in place)	1350	SY		\$ 12.80	\$ 17,280.00	\$ 16.00	\$ 21,600.00
19	Finish Grade Base Course. (Complete in place)	8	STA		\$ 560.00	\$ 4,480.00	\$ 500.00	\$ 4,000.00
20	Sawcut Butt Joint. (Complete in place)	720	LF		\$ 2.00	\$ 1,440.00	\$ 2.00	\$ 1,440.00
21	Install 3.5" Deep Bituminous Pavement. (1-3/4" Binder, 1-3/4" Surface, Type LT) (Complete in place)	1260	SY		\$ 19.70	\$ 24,822.00	\$ 19.50	\$ 24,570.00
22	Remove Existing Concrete Driveway/Apron and Replace with 6" Thick Concrete Pavement on 6" Deep Aggregate Base. (includes decorative concrete) (Complete in place)	280	SF		\$ 13.60	\$ 3,808.00	\$ 17.50	\$ 4,900.00
23	Remove Existing Concrete Sidewalk and Replace with 5" Thick Concrete Pavement on 4" Deep Base Course. (Complete in place)	0	SF		\$ 0.01	\$ -	\$ 13.00	\$ -
24	Restoration	1	LS		\$ 7,525.00	\$ 7,525.00	\$ 6,230.00	\$ 6,230.00
25	Construction Staking and Layout	1	LS		\$ 1,310.00	\$ 1,310.00	\$ 3,000.00	\$ 3,000.00
26	Traffic Control	1	LS		\$ 2,895.00	\$ 2,895.00	\$ 1,000.00	\$ 1,000.00
27	Erosion Control	1	LS		\$ 348.58	\$ 348.58	\$ 3,500.00	\$ 3,500.00
Engineer's Computed Total Base Bid:						\$ 219,348.58	\$	247,147.00
Contractor's Computed Total Base Bid:						\$ 219,348.58	\$	247,147.00

SMITHGROUP

www.smithgroup.com

Client Village of Mount Horeb
 Project **Mount Horeb 2023 ALLEY RECONSTRUCTION (CONTRACT 23-102)**
 Project # 14376.000
 Detail **Bid Tabulation**
 Date 4/28/2023

				S&L Underground, Inc. W10440 County Road K Lodi, WI 53555		Rule Construction, Ltd. 3696 State Road 23 Dodgeville, WI 53533	
Item	Description	Quantity	Unit	Unit Cost	Item Total	Unit Cost	Item Total
C	BID ALTERNATE NO. 1 - BETWEEN S FOURTH ST & S FIFTH ST						
28	Unclassified Excavation - Including Removal of all Materials & Subgrade (for 3.5" asphalt and 12" aggregate base, all sidewalks, driveways, and miscellaneous removals). Excavation for Utilities is not included in estimated Unclassified Excavation quantity and is incidental to the associated Utility work & Bid items. (Complete in place)	1	LS	\$ 5,550.00	\$ 5,550.00	\$ 5,725.00	\$ 5,725.00
29	Excavation Below Subgrade & Place Stone Fill (Undercut) (Complete in place)	70	CY	\$ 56.00	\$ 3,920.00	\$ 60.00	\$ 4,200.00
30	Geotextile Fabric. (Complete in Place)	100	SY	\$ 2.30	\$ 230.00	\$ 5.00	\$ 500.00
31	Install Crushed Stone Base Course (12" Deep). (Complete in place)	460	SY	\$ 12.80	\$ 5,888.00	\$ 16.00	\$ 7,360.00
32	Finish Grade Base Course. (Complete in place)	3	STA	\$ 500.00	\$ 1,500.00	\$ 500.00	\$ 1,500.00
33	Sawcut Butt Joint. (Complete in place)	140	LF	\$ 2.00	\$ 280.00	\$ 2.00	\$ 280.00
34	Install 3.5" Deep Bituminous Pavement. (1-3/4" Binder, 1-3/4" Surface, Type LT) (Complete in place)	430	SY	\$ 20.20	\$ 8,686.00	\$ 20.00	\$ 8,600.00
35	Remove Existing Concrete Driveway/Apron and Replace with 6" Thick Concrete Pavement on 6" Deep Aggregate Base. (includes decorative concrete) (Complete in place)	220	SF	\$ 13.60	\$ 2,992.00	\$ 17.50	\$ 3,850.00
36	Remove Existing Concrete Sidewalk and Replace with 5" Thick Concrete Pavement on 4" Deep Base Course. (Complete in place)	65	SF	\$ 12.40	\$ 806.00	\$ 13.00	\$ 845.00
37	Restoration	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 2,450.00	\$ 2,450.00
38	Construction Staking and Layout	1	LS	\$ 1,040.00	\$ 1,040.00	\$ 1,500.00	\$ 1,500.00
39	Traffic Control	1	LS	\$ 2,895.36	\$ 2,895.36	\$ 500.00	\$ 500.00
40	Erosion Control	1	LS	\$ 697.12	\$ 697.12	\$ 1,000.00	\$ 1,000.00
Engineer's Computed Total Bid with Alternates:				\$ 256,833.06		\$ 285,457.00	
Contractor's Computed Total Bid with Alternates:				\$ 256,833.06		\$ 285,457.00	
				S&L Underground, Inc. W10440 County Road K Lodi, WI 53555		Rule Construction, Ltd. 3696 State Road 23 Dodgeville, WI 53533	



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
May 3, 2023	

AGENDA ITEM # 7.k

Consideration of SolSmart Certification

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. SolSmart Consultation Slides (Village of Mount Horeb, WI)

Village of Mount Horeb, WI SolSmart Consultation Call

Agenda

Introduction to Village of Mount Horeb, WI

- Community Interest in SolSmart
 - Nic Owen: Village Administrator
 - Tim White:
- Solar Progress and Key Considerations

SolSmart Program Overview

- Intro to SolSmart
- Benefits of Solar Development
- SolSmart Technical Assistance

Next Steps

Introduction

Thank you for your inquiry and interest in SolSmart!

- How did you hear about SolSmart?
 - Learned through Bain County Office of Climate Change
- How familiar are you with the SolSmart program?
 - Looked through the guidebook
- What is driving your interest with the SolSmart program?
 - Interested in solar best practices
 - Designation could inspire further action

Solar Progress in Community to Date

- Village wide energy audit, 90 solar installation across the village
- One municipal building with solar
- Currently working toward a sustainability plans to complement comprehensive plan
- Sustainability committee meetings
 - Presenting public programming (public facing) one public meeting, second public meeting. Discussing solar and renewables in terms of IRA during last meeting.
- Member of WPPI energy, bigger solar project needs to go through with them, there are sole energy provider in the village

Your Community

What are some relevant things to know about your community?

Number of staff: Nic, Tim + 2 more (working with utilities, buildings/grounds)

Key stakeholders: utility commission, sustainability committee, partnering with the county

Other considerations: Businesses, different small businesses deploy solar, new net-zero school will deploy solar

Intro to SolSmart

What is it?

National technical assistance and designation program designed to recognize cities, counties, and small towns for encouraging solar energy growth and addressing barriers to solar energy. **Technical assistance is available at no cost.**

We tailor program/TA to the community

- Worked with over 400 communities nationwide
- Over 70 credits and multiple pathways to designation. Every designated community has earned designation in a distinct way

Bronze, Silver, Gold and Platinum Designation Levels

WI SolSmart Communities

- [21 communities in WI have been designated under SolSmart](#)
 - Connect with Fitchburg contact



Benefits of Solar Development

- Economic development (new businesses and jobs)
- Increased property tax income
- Local power generation that benefits the community
- Helps meet local climate change and sustainability goals
- Reduces utility bills for residents and businesses
- Reduces air pollution and improves local health outcomes
- Enhances local resilience
- Low-impact large scale development can provide water quality protection, habitat value, agricultural opportunities

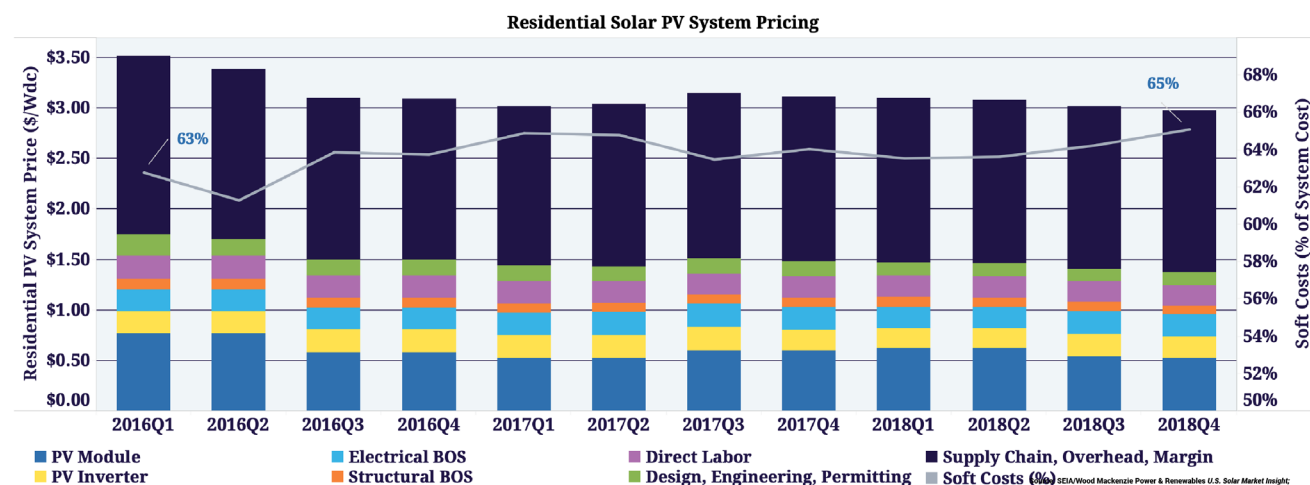


What is SolSmart's Role in Solar Development?



SolSmart provides best practices and guidance in areas that lead to decreasing the soft costs of solar and increasing solar development within a community.

- Soft costs can account for close to 66% of the total cost of a solar PV system's cost
- Streamlining local regulatory processes can reduce the cost of a typical system by \$2,500. Onerous permitting procedures can add \$700 to the installed cost.
- SolSmart increases solar development through guidance in areas such as municipal installations, Solarize campaigns, utility engagement, etc.



Technical Assistance

- SolSmart technical assistance providers work with elected officials, local government staff, and community members to help communities update processes using established best practices
- The technical assistance is funded by SolSmart, and there is no cost to the community
 - Communities must commit staff time to working toward SolSmart designation
 - Communities must demonstrate a commitment to achieving designation
- Delivery of technical assistance can be tailored to fit the community needs
 - Online – resource library, email, templates
 - Phone – conference calls, webinars, trainings
- Technical assistance on a variety of topics including procurement, feasibility assessments, policy development, community engagement and more!

SolSmart Criteria

Pre-requisite credits required for each designation level

PR-1 Commitment Letter is the starting point to designation

Point requirements

Point requirements can be met via multiple categories

1. Permitting and Inspection
2. Planning and Zoning
3. Government Operations
4. Community Engagement
5. Market Development

Designation Structure

To receive designation, communities must complete the following:



Complete 3 prerequisites

20 pts in Permitting & Inspection
 20 pts in Planning & Zoning
 60 pts total



Attain SolSmart Bronze and complete 4 silver prerequisites

100 total points



Attain SolSmart Silver and complete 3 silver prerequisites

200 total points



Attain SolSmart Gold and complete 4 platinum prerequisites

350 total points

Bronze Requirements

Pre-requisites

1. **Provide a document that demonstrates your local government's commitment to pursue SolSmart designation (PR-1)**
2. Post an online checklist detailing the required permit(s), submittals, and steps of your community's permitting process for small rooftop solar PV (PI-1)
3. Review zoning requirements and identify restrictions that intentionally or unintentionally prohibit solar PV development. Compile findings in a memo. (PZ-1)

Point requirements

1. 20 points in Permitting and Inspection
2. 20 points in Planning and Zoning
3. 20 points in Government Operations, Community Engagement, and Market Development

Silver Pre-requisite Requirements

Pre-requisites

1. Meet all Bronze pre-reqs
2. Train permitting staff on best practices for permitting solar PV and/or solar and storage systems. Training must have occurred in the past two years (PI-2)
3. Train inspection staff on best practices for inspecting solar PV and/or and storage systems. Training must have occurred in the past two years (PI-3)
4. Complete one of the following two criteria:
 - a) Post an online document from the Planning/Zoning Department that states accessory use solar PV is allowed by-right in all major zones (e.g., via a zoning determination letter) (PZ-4)
 - b) Codify in the zoning ordinance that accessory use solar PV is explicitly allowed by-right in all major zones. Zoning ordinance language should not include intentional or unintentional barriers to accessory use solar, such as limits to visibility from public right-of-way, excessive restrictions to system size, glare studies, subjective design reviews, and neighbor consent requirements (PZ-5)
(Also required for Gold designation)
5. Post a solar landing page with goals, educational materials and tools that promote solar, and resources for solar development (CE-1)

Silver Point Requirements

Point requirements

1. 20 points in Permitting and Inspection
2. 20 points in Planning and Zoning
3. 20 points in Government Operations, Community Engagement, and Market Development
4. Additional 40 points combined in all categories (for 100 total points)

Gold Pre-requisite Requirements

Pre-requisites

1. Meet all Bronze and Silver pre-reqs
2. Post an online statement confirming a three-business day turnaround time for small rooftop solar PV (PI-4)
3. Codify in the zoning ordinance that accessory use solar PV is explicitly allowed by-right in all major zones. Zoning ordinance language should not include intentional or unintentional barriers to accessory use solar, such as limits to visibility from public right-of-way, excessive restrictions to systems size, glare studies, subjective design reviews, and neighbor consent requirements (PZ-5)
4. Ensure zoning language doesn't include intentional or unintentional barriers (PZ-6)

Gold Point Requirements

Point requirements

1. 20 points in Permitting and Inspection
2. 20 points in Planning and Zoning
3. 20 points in Government Operations, Community Engagement, and Market Development
4. Additional 140 points combined in all categories (for 200 total points)

Platinum Pre-requisite Requirements

Pre-requisites

1. Meet all Bronze, Silver, and Gold pre-reqs
2. Demonstrate pathway for instant/automatic approval of residential rooftop PV systems (e.g., using SolarAPP+) (PI-5)
3. Post community metrics related to the number of solar PV and solar+storage permits (PI-6)
4. Install solar PV on local government facility and/or local government-controlled land (GO-1)
5. Establish partnerships with community-based organizations to define solar equity goals and develop implementation strategies (CE-2)

Platinum Point Requirements

Point requirements

1. 20 points in Permitting and Inspection
2. 20 points in Planning and Zoning
3. 20 points in Government Operations, Community Engagement, and Market Development
4. Additional 290 points combined in all categories (for 350 total points)

The SolSmart Designation Process



SolSmart Resources

SolSmart Resources

- Resource Page - <https://solsmart.org/resources/>
- SolSmart Program Guide - <https://solsmart.org/resource/solmart-program-guide>
- SolSmart FAQ - <https://solsmart.org/faqs/>

Next Steps

Notes:

- TA Provider Next Steps: Send consultation slide deck. Look into Fitchburg contact. Zoning review and baseline assessment after solar statement.
- Village of Mount Horeb, WI Next Steps: Solar statement