



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

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

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VILLAGE BOARD AGENDA Wednesday, April 2, 2025 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) Public Comments – non-agenda items
- 5) Consent Agenda
 - a. Consideration of March 5, 2025 Meeting Minutes
 - b. Consider recommendation of JSD for park master planning at former Lukken property
 - c. Extraterritorial Plat for Kelly Connor 9204 Gem View Land
 - d. Consideration of Resolution 2025-03 Conditional Use Permit Application to allow Indoor Commercial Entertainment (café/restaurant) at 100 S First St
 - e. Consideration of Alcohol Beverage License for MOHO JO LLC, 100 S 1st Street
 - f. Consideration of Appointment of Agent Form, Tyler Marks, MOHO JO LLC, 100 S 1st Street
 - g. Consideration of Street Use Permit application from Mount Horeb Summer Frolic Committee for Summer Frolic Parade on June 15th, 2025
 - h. Consideration of Street Use Permit application from Mount Horeb Area Historical Society for Ribbon Cutting ceremony on May 10th, 2025
 - i. Consideration of Street Use Permit application from Kyle Keene Entertainment for Country Music Faire from July 24th-27th, 2025
 - j. Consideration of Public Amusements and Shows application from Kyle Keene Entertainment for Country Music Faire for July 26th, 2025
- 6) Agenda Items
 - a. Proclamation for Recognizing National Library Week
 - b. Presentation of Library Annual Report

- c. Brookstone Hills Subdivision Final Plat
 - 1. Consideration of Ordinance 2025-05 Rezoning property from A-1 Agricultural District to R-1 Single Family Residential
 - 2. Consideration of Final Plat for Brookstone Hills Subdivision
- d. Consideration of contract extension with Pellitteri
- e. Award of Contract 25-101 for 2025 Street Reconstruction Projects
- f. Award of Contract 25-102 Stewart Lake Park Stormwater Project
- g. Arbor Day Proclamation
- h. Consideration of Resolution 2025-04 for Adjusting SNR members
- 7) Committee Reports:
 - a. Community Development Authority
 - b. Dane County Cities & Villages Association Report
 - c. Finance/Personnel
 - d. Historic Preservation Committee Report
 - e. Library Board
 - f. Mount Horeb Area Chamber of Commerce
 - g. Mount Horeb Area Joint Fire Department
 - h. Parks, Recreation, and Forestry Commission
 - i. Plan Commission
 - j. Public Safety Committee
 - k. Public Works Committee
 - l. School Liaison
 - m. Sustainability and Natural Resources Committee
 - n. Tourism Commission
 - o. Utility Commission
- 8) Village President's report
- 9) Village Administrator's report
- 10) Village Clerk's report
- 11) 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
MARCH 5, 2025**

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 Ryan Czyzewski called the meeting to order at 7:00pm. The Pledge of Allegiance was recited. Present were Trustees Jones, White, Schellpfeffer, Gauger, Scott, and Halverson. Also present were Administrator Nic Owen, Village Clerk Alyssa Gaffney, and Youth-In-Government students Siobahn Mertz and Nola Gilmore.

Public Comments: None

Consent Agenda: Scott moved, White seconded to approve the following consent agenda items: February 5, 2025 meeting minutes; Ordinance 2025-04 Rezone application from R-3 Multi-Family Residential to R-2 Two-Family Residential, Mark Nortman; Authorization to Bid the 2025 Street Improvement Project; and Extension of Loan to Mount Horeb Dental. Motion carried by unanimous voice vote.

Bid Award for Nesheim Water main Rehabilitation: Owen explained this item. Halverson moved, Schellpfeffer seconded to award the bid to S&L Underground. Motion carried by unanimous voice vote.

Resolution Authorizing the Issuance and Establishing Parameters for the sale of Not to Exceed \$5,285,000 General Obligation Promissory Notes: Village Financial Advisor Kevin Mullen explained the General Obligation Promissory Notes and process. Jones moved, Scott seconded to approved the resolution. Motion carried by unanimous voice vote.

Consideration of Preliminary Plat Application by Jeff Grundahl for Brookstone Hills: Owen explained this item. Developer Jeff Grundahl was available to field questions from the board. Schellpfeffer moved, Halverson seconded to approve the preliminary plat. Motion carried by unanimous voice vote.

Public Comments on Ordinance 2025-03 Permitting ATV/UTVs on Village Streets: Czyzewski and Owen explained this item. Dan Hefty, Dan McMahon, and Robert Sagmoen spoke in support. Greg Standel spoke in opposition. Mark Baumeister, Robert Sagmoen, Brenda & David Brindley, Wendy Hefty, Jenny Hefty, Steve Post, Jeanne Post, Dave Blumer, Dan McMahon, Rob Wipperfurth, and Dale Kelton registered in support. Marlene Harley, Charlie Jefko, Charlotte Ann Chenary, Gregory Standel, and Vicki France registered in opposition. Many others emailed and called in support and opposition.

Consideration of Ordinance 2025-03 Permitting ATV/UTVs on Village Streets:

Czyzewski explained this item. Mount Horeb Police Chief Doug Vierck was available to field questions. The board and the Youth-In-Government students gave their input. Scott moved, Czyzewski seconded to approve the ordinance. All voted no, with the exception of Scott, who voted yes. Motion failed by a 1-6 roll call vote.

Consideration of Resolution 2025-01 Preliminary Resolution to Levy Special

Assessments: Owen explained this item. Czyzewski moved, Jones seconded to approve the resolution. Motion carried by unanimous voice vote.

Consideration of Resolution 2025-03 Fundraising Memorandum of

Understanding with Mount Horeb Public Library: There was no action or discussion on this item, as it was not ready for the board to consider.

Discussion on Committee and Commission Requirements: Czyzewski explained this item. The board members gave their input.

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

Village President's report: Czyzewski gave an update on his check-ins with staff, spoke about citizen nominations forms, and the MARC Center ribbon cutting and new facility.

Village Administrator's report: Owen spoke about the article in the paper about the North Rd electric underground project. He also spoke about the audits for 2024.

Village Clerk's report: Gaffney spoke on details of the Spring Election coming up on April 1st, and the in-person absentee voting dates.

Adjournment: With no further business before the board, Halverson moved, White seconded to adjourn @ 8:54pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gaffney, Village Clerk



AGENDA ITEM REPORT

MEETING DATE

April 2, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 5.b

Consider recommendation of JSD for park master planning at former Lukken property

BACKGROUND

The Village received four proposals and interviewed three firms for park planning services for the development of the park at the Lukken farm. Of the three interviews, the panel felt the proposal from JSD was the best overall combination of expertise, process, public participation plan and value. While their main office is in Illinois, they do have a new office located in Verona. The proposal from JSD and their contract are included in your packet for review. The total cost for the plan is \$23,600. The Parks, Recreation and Forestry Commission recommends award of the contract to JSD.

RECOMMENDATION

ATTACHMENTS

1. JSD proposal Lukken 2025
2. PR 24-14990 Village of Mount Horeb - Lukken Farm Development, Blue Mounds WI 03.25.2025



Request for Proposals

Master Plan, Concept Design and Grading Plan – Lukken Farm

January 17, 2025



TABLE OF CONTENTS

Letter of Transmittal

1 – Qualifications

2 – Project Team

3 – Scope of Work

4 – Fee Proposal

5 – References

January 17, 2025



Nicholas Owen, Village Administrator
Village of Mount Horeb
138 E Main Street
Mount Horeb, WI 53572

RE: Request for Proposals – Master Plan, Concept Design and Grading Plan: Lukken Farm

Dear Mr. Owen:

On behalf of JSD Professional Services, we are pleased to submit our qualifications for professional landscape architecture master planning services for Lukken Farm for the Village of Mount Horeb. Our team is comprised of highly qualified and experienced personnel that are passionate about creating both passive and active outdoor spaces. This specific team was assembled to provide complementary skill sets that will address the scope of work outlined in the RFP and to achieve the best possible results. We adhere to the philosophy that public landscapes are vital to our communities' quality of life. It is our understanding that we will be working with the Village to develop a master plan that assesses the current conditions of the site, includes active community engagement, promotes sustainability and creates a park that includes diverse recreational opportunities for all age groups. The master plan will also include cost estimates and a phased implementation plan.

Our key team members continually demonstrate their ability to grasp the intricacies of complex design, construction, and environmental challenges and are effective in communicating our proposed solutions to municipalities, park districts, and the public. We believe our diverse expertise, creativity, straightforward problem-solving methods, technological abilities, and clear and timely communication style sets us apart from the competition.

JSD recognizes the importance of character and environment achieved by well-designed accessible public spaces, engaging sport facilities, and recreational amenities that are an extension of home and are proven to be vital to the continued success of any community. As planners, we believe that true sustainability requires considering all aspects of a project's planning, development, and impact.

We are extremely excited to have an opportunity to affect the quality of life for the people who work, play, and live in Mount Horeb and are committed to meeting your project needs, goals, and schedules. We trust you will find our qualifications match your project needs, and we look forward to further discussing our experience.

I would serve as the Project Manager for this master plan and you have my personal commitment that we will deliver successful results with the goal of exceeding your expectations. Please feel free to contact me at #630-362-6681 or via email, lori.vierow@jsdinc.com, if you have any questions or require any additional information.

Sincerely,

A handwritten signature in blue ink that reads 'Lori Vierow'.

Lori Vierow, PLA, ASLA, LEED AP BD+C
Senior Landscape Architect
JSD Professional Services, Inc.
lori.vierow@jsdinc.com





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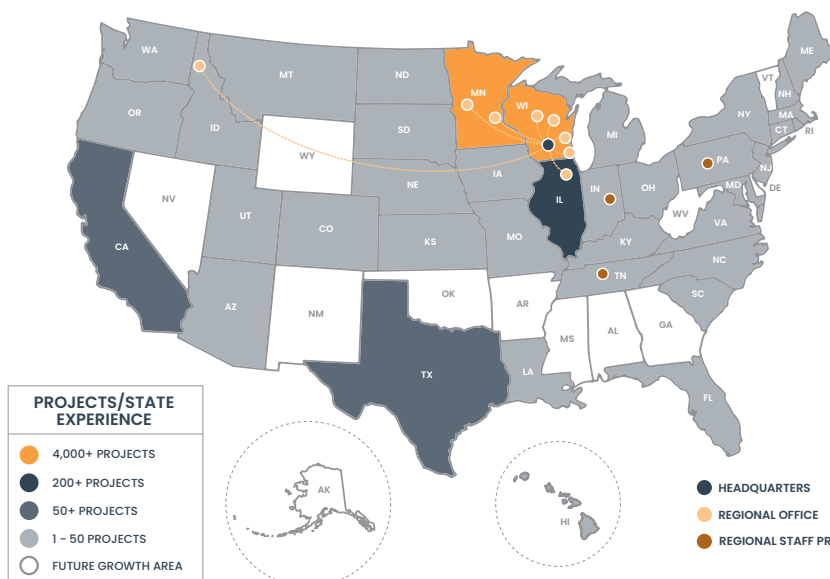
Qualifications



JSD Professional Services, Inc. (JSD), has grown from one office with two employees to six offices across three states. Strategically placed to serve local, regional and national clients, JSD's staff includes civil and structural engineers, surveyors, planners and landscape architects who are all focused on delivering exceptional services from project concept through ribbon cutting.

Our multi-disciplined approach provides our clients with a coordinated team of specialists who have a broad knowledge base in creative design, site evaluation, project financing, municipal entitlements, land survey documentation, site infrastructure, municipal infrastructure and construction.

Mission: To enhance our communities through creative, passionate and inspired services



SERVICES

- Civil Engineering
- Land Surveying & Mapping
- Landscape Architecture
- Planning & Development Services
- Environmental Services
- Construction Services
- Transportation Engineering
- Structural Engineering
- Water Resources

80+
TEAM
MEMBERS



25+
INDUSTRY AWARDS
Since 2015

OUR VALUES



Passion

Teamwork, respect and commitment to staff, clients and our community



Innovation

Intellectual collaboration through creativity and technology



Service

A commitment to client-centered solutions through trust, quality and experience



Integrity

An unimpaired focus on doing the right thing

REGIONAL OFFICES

Madison, WI

507 W. Verona Ave, Suite 500
Verona, WI 53593 | (608) 848-5060

Milwaukee, WI

W238 N1610 Busse Rd, Suite 100
Waukesha, WI 53188 | (262) 513-0666

Wausau, WI

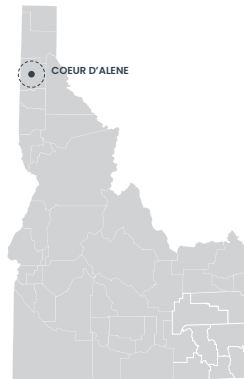
7402 Stone Ridge Dr, Suite 4
Weston, WI 54476 | (715) 298-6330

Appleton, WI

3215 W. Lawrence St, Suite 6
Appleton, WI 54914 | (920) 733-2800

Chicago, IL

1400 E. Touhy Ave, Suite 215
Des Plaines, IL 60018 | (312) 644-3379

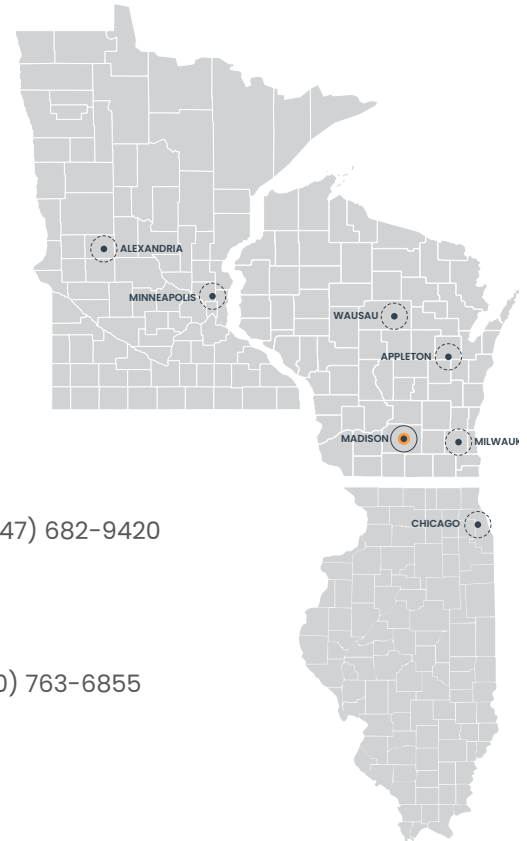


Coeur d'Alene, ID

418 E. Lakeside Ave, Suite 114
Coeur d'Alene, ID 83814 | (847) 682-9420

Alexandria, MN

1206 3rd Ave. East
Alexandria, MN 56308 | (320) 763-6855



Firm Information

MISSION STATEMENT

“To enhance our communities through creative, passionate and inspired services.”

With a strong commitment to client satisfaction, JSD provides practical, cost-effective solutions for each project. We provide prompt, accurate and quality service from project inception to completion through the use of advanced technology and state-of-the-art field and office equipment. Our staff of highly qualified professionals is determined to maintain excellent communications and flexibility while being responsive to our clients’ ever changing needs.

COMMITMENT TO SERVICE

JSD Professional Services, Inc. (JSD) was established in 1988 as Jenkins Survey and Design and is a corporation. JSD’s reputation is built on trust, service, and true teamwork. At JSD we believe in providing unprecedented customer service. We believe the key to a successful project is communication and collaboration, which is evident by JSD providing professional services to some of the same clients for over 20 years. At JSD we believe that every member of the project team must take personal ownership and become a stakeholder.

EXCELLENCE

Our staff of highly qualified professionals are determined to maintain excellent communications and flexibility while being responsive to our client’s ever changing needs. JSD also maintains high standards in plan production having won numerous awards for drafting excellence. With a strong commitment to client satisfaction, JSD provides practical and cost-effective solutions for each project.

PROFESSIONAL AFFILIATIONS

JSD’s staff are actively involved in the following professional organizations: American Society of Landscape Architects, Illinois Association of Park Districts, Illinois Park & Recreation Association, Wisconsin Society of Land Surveyors, Wisconsin Chapter of the American Planning Association, American Institute of Certified Planners and the American Society of Civil Engineers.

Y

FIRM QUALIFICATIONS

For over 25 years, our staff has provided creative master planning, design services and construction documents for a variety of clients. Our team of professionals has successfully integrated this relationship with municipalities, local and regional public institutions, private non-profits and for profit organizations to develop, expand, renovate and improve recreational facilities and **create distinctive places that connect communities and engage people with the outdoors**. JSD's landscape architects consider all aspects of site development. From inception through completion, your project is based on a smart, savvy and sensible foundation. Our collaborative team brings the technical expertise, resources, and creativity required to develop innovative solutions. Each project is tailored to our client's objectives and budget, and is responsive to the environment in which it is located.

We believe that community based planning efforts result in inspired visions that connect people, places and environments. Places that people cherish and thrive in are ultimately achieved via rigorous and thoughtful dialog across disciplines. We are very familiar with park and recreation agency projects and how to work effectively with established design requirements and key stakeholders who are typically involved.

Our project team's relevant experience includes:

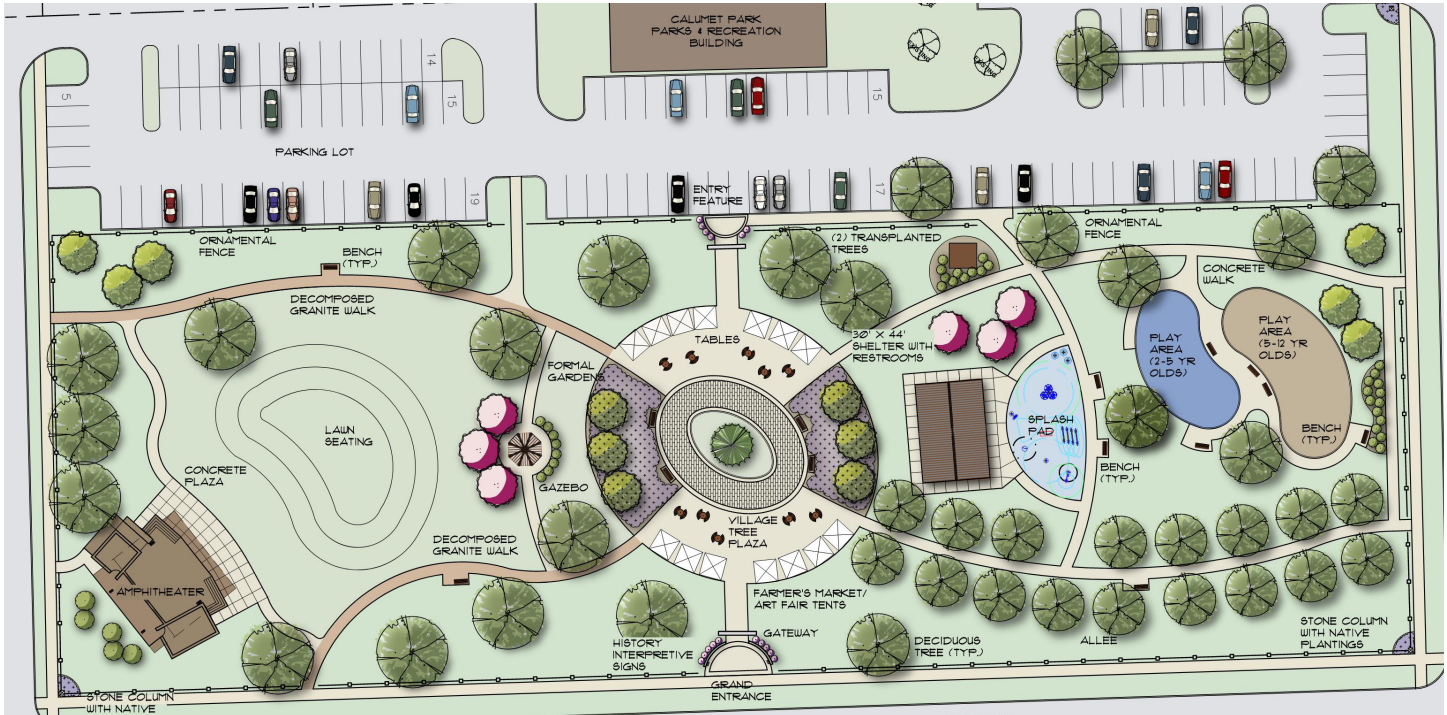
- Creative Play Areas
- Passive Recreation Parks
- Inclusive Playgrounds
- Urban Plazas/Memorials
- Comprehensive Master Plans
- Therapy Gardens
- Educational Gardens
- Municipal Review/Inspection Services
- Construction Documents
- Nature Trails & Greenways
- Splash Pads
- Athletic Fields/Sports Facilities
- Native Area Restoration/Management
- Grant Writing & Administration
- Stormwater Basin Design
- Permitting
- Construction Observation
- Contract Administration

The JSD Team's planning approach is grounded in sound planning and design principles and community consensus building.

The list below highlights the JSD Team's relevant project experience in the preparation of Park Master Plans.

- Hodag Park Master Plan, Rhinelander, Wisconsin
- Campbell Park Master Plan, Baraboo, WI
- Reddan Sports Complex, Verona, Wisconsin
- Ballpark Commons, Franklin, Wisconsin
- Village Green Master Plan, Calumet Park, IL
- Muir Park Master Plan, Prospect Heights Park District, IL
- Grosse Pointe Park Master Plan, Vernon Hills Park District, IL
- Heritage Park, Village of Homer Glen, Illinois
- Fine Arts Center Feasibility Study & Master Plan, St. Charles, IL
- O'Neil Park Master Plan, Bloomington Parks, Recreation and Community Arts Department, IL
- Village Green & Amphitheater, Village of Hoffman Estates, Illinois

Parks & Recreation



Project Completion: 2023



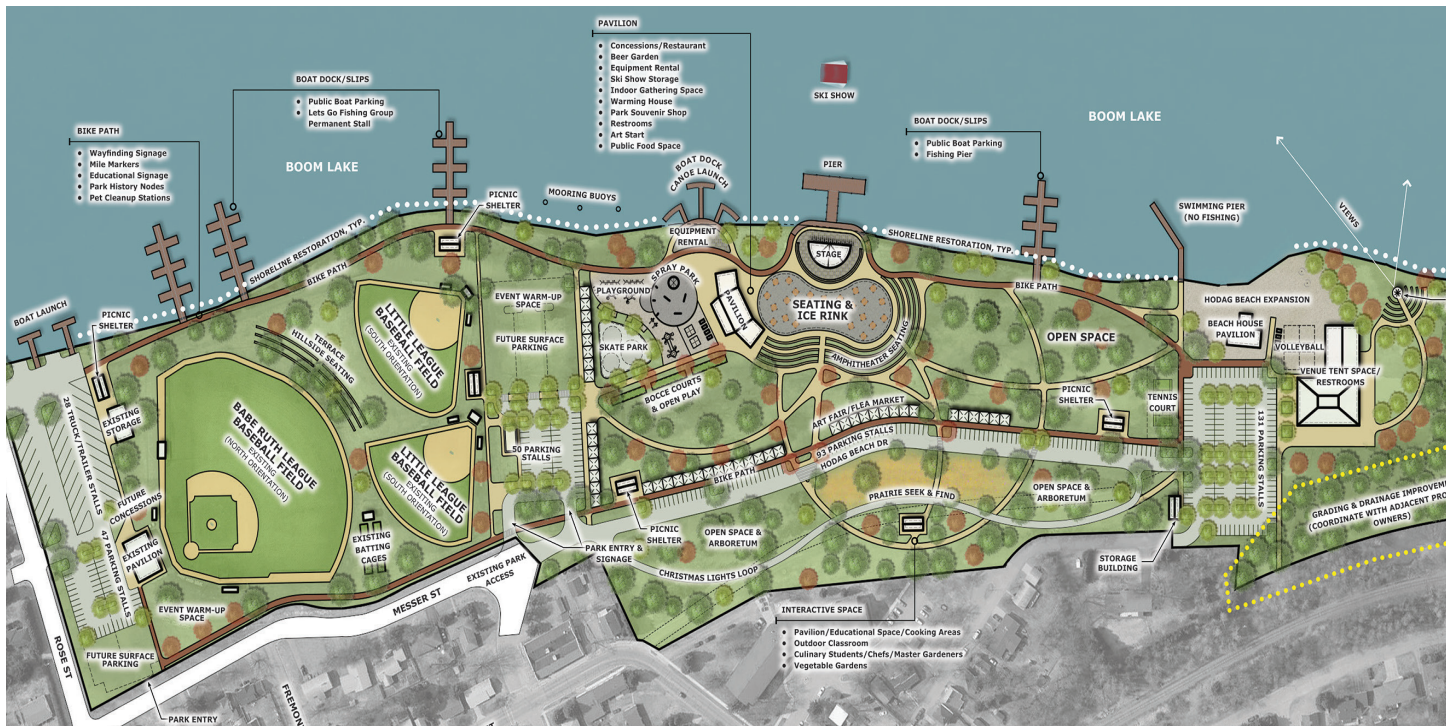
An exciting children's play environment includes a splash pad, large shelter, and play equipment for 2-12 years olds.

JSD served on the design team along with the architect for the development of the Village Green Master Plan. JSD's landscape architects took the lead role in the site planning and landscape architecture design. Opinion of probable construction costs were developed, including phasing options. The Village was awarded a \$3,000,000 tourism grant to help fund the project.

Hodag Park Master Plan

RHINELANDER, WISCONSIN

Parks & Recreation



Client: City of Rhinelander

Project Size: 29 Acres, \$6 million

Project Completion: 2019 - Ongoing

JSD developed the Hodag Park Master Plan for the City of Rhinelander as a guide for the planning and improvement of the park's trails, water access, open space and outdoor recreation facilities. Hodag Park, located on Boom Lake in Rhinelander, Wisconsin, provides outdoor space opportunities to many user groups as the largest park in Rhinelander, and one of the largest public waterfronts in north central Wisconsin.

The Master Plan of the 29-acre park included revised entrances, roads and parking layouts; additional trail segments; improved water access facilities, including a kayak/canoe/boat launch, terrace on the water, multiple fishing docks, and restoration of the vegetative shoreline in specific areas along the shore path. The Master Plan also included amenities such as a central pavilion/gathering space, ice rink, stage and seating area, splash pad, wedding venue, updated beach access, ski show seating, maintenance/storage and much more.

Opinion of probable construction costs were developed, including phasing options



Create the vision...tell the story

Campbell Park Master Plan

BARABOO, WISCONSIN

Park and Recreation



Client: City of Baraboo, WI

Project Size: 11.88 acres

Project Completion: 2022

Campbell Park is located in Baraboo and is home to the Baraboo outdoor community pool. Visitors can enjoy swimming, a splash pad, tennis courts, play area, pickleball courts, along with a skate park.

JSD in conjunction with Water Technologies, Inc., provided master planning services to redevelop the park site, including a modern pool, updated court complex, universally accessible play area, teen area, walking path, renovated parking, and skate park.

As a part of the design process, JSD held a series of public meetings to elicit comments and suggestions from community groups and neighbors. In addition to neighborhood desires, JSD considered the recreation needs of the community as a whole. These factors were incorporated into the final design. Opinion of probable construction costs were developed, including phasing options

The final master plan provides for social interaction, community activities, and both active and passive recreation opportunities for children of all ages.



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Parks & Recreation



Conceptual Cost: \$9 Million

The Final Master Plan included the renovation of the park site and existing aquatic facility. The process began with public engagement, led by JSD, and three concept designs which were developed based on staff and stakeholder input. The team also prepared cost estimates, imagery boards, and associated management and operations plan.



Heritage Park: Village Green Master Plan

HOMER GLEN, ILLINOIS

Parks & Recreation



Client: Village of Homer Glen

Project Size: 9 Acres, \$3.7 Million

Project Completion: 2019 - 2021

JSD's landscape architects worked alongside TRIA Architecture for the design of the second phase of Heritage Park master plan. This phase includes the development of the Village Amphitheater and Village Green. The site design includes saving many existing trees while offering new landscaping, walking paths, bike path, pathway lighting, terrace lawn seating, central node for Village gatherings, large open lawn for the farmer's market and the Homer Community Fest. JSD also assisted with the design of the next phase of the park, which includes a sled hill, splash pad, Village Hall renovations and Veterans Memorial.

Opinion of probable construction costs were developed, including phasing options



Create the vision...tell the story



2

Project Team

PROJECT TEAM

Our outstanding team of professionals offers valuable insight and will contribute in-depth knowledge on key issues, conditions, opportunities, and influences affecting the future of **Luken Farm**. Our Team's relevant experience includes extensive experience in recreation and athletic facility planning services, unique public involvement expertise, and the ability to meet aggressive schedules, as well as the preparation and management of an impressive array of public facility projects. From the development of recreation master plans and creative play areas, through the construction and implementation of a wide variety of project sites, our Team has consistently demonstrated their commitment to the successful outcome our client's objectives, time-line and budget. The JSD Team's public sector clients include park and recreation agencies, school districts, and municipalities. We are very familiar with these types of projects and how to work effectively with established design requirements and key stakeholders who are typically involved.

**Below are the *key staff members* that will assist on your project;
the following resumes document the experience of our entire team.**

Project Manager: Lori Vierow – Lori has over 30 years of experience in providing planning, design and implementation services for a wide variety of public and private sector clients. Lori has led the coordination of numerous project teams from the initial site analysis through project completion. Her professional experience also includes extensive public facilitation and working with clients and communities to develop park designs that are unique and tailored to fit each community. Lori has also authored successful Illinois Department of Natural Resources grants (OSLAD and PARC), Community Development Block Grants (CDBG), Baseball Tomorrow Fund, Department of Commerce and Economic Opportunity (DCEO) Grants, Illinois Bicycle Path Grants, and Illinois Museum grants for recreation agencies.

Lori will serve as your Project Manager, and she will be your primary point of contact throughout the design process. She will be responsible for the day to day management of project tasks, each project deliverable and our project team members. As project manager, she will be responsible for the public facilitation, development of design alternatives, the final plan development, quality control and overall team management. Her assignment will ensure that coordination efforts are aggressively pursued, that the project remains on schedule and on budget, and that the Village of Mount Horeb is fully informed and involved.

Landscape Architect III: Sarah Dreier – Sarah's experience includes the development of landscape master plans and construction documents for projects ranging from public parks and playgrounds to commercial and residential developments. Sarah has also assisted with the writing of grant applications for multiple agencies, including OSLAD, CDBG, DCEO, and PARC grant submittals. Sarah will provide design and graphic support for the park development, as well as participate in the public facilitation meetings.

Planner: Joshua Donaldson – Joshua's interest in park planning and design was heavily influenced early in his career while interning for the City of Spokane's Parks Department, whose original park system was developed by the Olmsted Brothers. Joshua will support various park master planning tasks, in particular, he will focus on any trails or bike/pedestrian planning, and land use/regulatory considerations. Joshua will play a significant role in the park system-related GIS inventory, mapping, and analysis, utilizing the expertise he has garnered from working on a variety of long-range planning initiatives.



LORI VIEROW, PLA, ASLA, LEED AP BD+C

Senior Landscape Architect

lori.vierow@jsdinc.com

Ms. Vierow has nearly 30 years of experience in the development of master plans and construction documents for projects ranging from public parks, educational facilities, athletic field development and urban streetscapes, to residential, commercial and sustainable developments. She also has extensive experience coordinating project teams from the initial site analysis through project completion, as well as working with clients and communities to develop open space master plans and park master plans that are unique and tailored to fit each community.

EDUCATION

Iowa State University - Ames, IA

- Bachelor of Landscape Architecture, 1992

REGISTRATION

- Registered Landscape Architect: State of Illinois #157-001163
- Registered Landscape Architect: State of Wisconsin #774-14 LEED AP BD+C #10318178

AFFILIATIONS

- American Society of Landscape Architects (ASLA)
- United States Green Building Council (USGBC)
- National Recreation and Park Association (NRPA)
- Illinois Park and Recreation Association (IPRA)

RELEVANT PROJECT EXPERIENCE

Parks & Recreation

- Village Green Master Plan, Calumet Park, IL
- Campbell Park Master Plan, Baraboo, WI
- Heritage Park Village Green, Village of Homer Glen, IL
- Burning Bush Trails Park, River Trails Park District, Mount Prospect, IL
- Pioneer Park, Broadview Park District, Broadview, IL
- Dog Park Master Plan, Vernon Hills Park District, Vernon Hills, IL
- O'Neil Park Master Plan, City of Bloomington, IL
- Breiter-Palm "Playground for Everyone" Park, Bensenville, IL
- Kracklauer Park All-Inclusive Playground, Mundelein, IL
- Longmeadow Park, Mundelein Park & Recreation District, Mundelein, IL
- Leo Leathers Park, Mundelein Park & Recreation District, Mundelein, IL
- West Side Park, City of Morris
- Aspen Trails Park, River Trails Park District, Mount Prospect, IL
- Washington Commons, River Forest Park District, River Forest, IL
- Memorial Park, Community Park District, La Grange Park, IL
- Pickleball & Tennis Feasibility Study, Prospect Heights Park District, Prospect Heights, IL
- Willow Trails Park, River Trails Park District, Mount Prospect, IL
- Beach Oak Park, Community Park District, La Grange Park, IL
- O'Neil Park Master Plan, Bloomington Parks, Recreation & Community Arts Department

Grant Writing Experience

- West Side Park, City of Morris
- Willow Trails Park, River Trails Park District, Prospect Heights, IL
- Sunrise Park, Bensenville Park District, Bensenville, IL
- Sharp Park, Memorial Park District, Bellwood, IL
- Burning Bush Trails Park, River Trails Park District, Mount Prospect, IL
- Pioneer Park, Broadview Park District, Broadview, IL



Sarah Dreier, PLA, CPSI

Landscape Architect III

sarah.dreier@jsdinc.com

With more than 15 years of experience, Ms. Dreier fulfills the role of Landscape Architect for JSD's landscape architecture division, contributing her ability to a variety of projects throughout the office. She is a proven thinker, collaborator and leader with experience in both public- and private-sector clients, yielding skills that facilitate an enriched project process. Ms. Dreier provides creative ideas and design leadership to a range of planning and design projects at JSD.

EDUCATION

- Iowa State University - Ames, Iowa
- Bachelor of Landscape Architecture, 2006

REGISTRATION

- Professional Landscape Architect: State of Illinois #157-001690
- Professional Landscape Architect: State of Indiana #LA22000003
- Certified Playground Safety Inspector: #41454-0421

AFFILIATIONS

American Society of Landscape Architects (ASLA) Illinois Chapter

RELEVANT PROJECT EXPERIENCE

Parks & Recreation

- Orchard Park Splash Pad, Palos Heights, IL
- O'Neil Park Master Plan, City of Bloomington, IL
- Lake Park Splash Pad, Des Plaines Park District, Des Plaines, IL
- Memorial Park, Community Park District, La Grange Park, IL
- Kracklauer Park All-Inclusive Playground, Mundelein, IL
- Longmeadow Park, Mundelein Park & Recreation District, Mundelein, IL
- Washington Commons, River Forest Park District, River Forest, IL
- Aspen Trails Park, River Trails Park District, Mt. Prospect, IL
- Telulah Park, Appleton, WI
- William G. Yena Park, Community Park District, La Grange Park, IL
- Breiter-Palm Park, Bensenville Park District, Bensenville, IL
- Wedgewood Park, Prospect Heights Park District, Prospect Heights, IL
- Campbell Park Master Plan, Baraboo, WI
- Willow Trails Park, River Trails Park District, Mount Prospect, IL
- Heritage Park Active Core, Village of Homer Glen, IL
- Beach Oak Park, Community Park District, La Grange Park, IL
- Laschen Park, Vernon Hills Park District, Vernon Hills, IL
- Carolshire Park, Carol Stream Park District, Carol Stream, IL
- Unity Garden, Oak Brook Park District, Oak Brook, IL
- Larson Park, Sycamore Park District, Sycamore, IL
- Lewis Park, Tinley Park Park District, Tinley Park, IL
- Roesner Park, Midlothian Park District, Midlothian, IL

Grant Writing Experience

- Kracklauer Park, Mundelein Park & Recreation District, Mundelein, IL
- William G. Yena Park, Community Park District, La Grange Park, IL
- Wedgewood Park, Prospect Heights Park District, Prospect Heights, IL
- Willow Trails Park, River Trails Park District, Prospect Heights, IL
- Aspen Trails Park, River Trails Park District, Mount Prospect, IL



EDUCATION

University of Wisconsin–Madison,
Madison, WI

- Bachelor of Science in
Landscape Architecture, 2021

MATT AMMEL

Landscape Designer II

matt.ammel@jsdinc.com

Mr. Ammel serves as a landscape designer focused on maximizing the affordances of mixed-use and multi-family sites. With rich knowledge of graphic communication, he is able to communicate precise civil engineering and landscape systems into readable and informative representations for both clients and partnering design firms. Each project carries a balance of desired landscape features and unavoidable public needs that Mr. Ammel aids in configuring. His experience in designing at various levels of detail including residential design, site planning, and regional planning has allowed him to accumulate knowledge and efficiency on producing design documents of all types including design concepts, site analysis diagrams, planting plans, construction details, and final renderings.

RELEVANT PROJECT EXPERIENCE

- Campbell Park Master Plan, Baraboo, WI
- Kracklauer Park All-Inclusive Playground, Mundelein, IL
- The Broadacre Apartments, Oak Creek, WI
- Dog Park Master Plan, Vernon Hills Park District, Vernon Hills, IL
- Village on Park Demolition, Madison, WI
- Kettle Park West Lot 2 & 3, Stoughton, WI
- Devon Self Storage, Kenosha, WI
- Sugar Creek Commons, Verona, WI
- McKenzie Center Boys & Girls Club, Fitchburg, WI
- Marquardt Riversong Courtyards Assisted Living, Fitchburg, WI
- Marshfield Micro Clinic, Wisconsin Rapids, WI
- Marshfield Micro Clinic, Medford, WI
- Marshfield Micro Clinic, Lake Hallie, WI
- Madison Fire Station no. 6, Madison, WI



JOSHUA DONALDSON, AICP, PLA

Planner & Landscape Architect

joshua.donaldson@jsdinc.com

EDUCATION

University of Wisconsin,
Madison – Madison, WI

- Masters of Science in
Urban and Regional
Planning, 2011

Washington State
University

- Bachelors of
Landscape
Architecture, 2009

With nearly 15 years of experience, Mr. Donaldson has had varying roles and responsibilities including project management, facilitation of public participation, GIS analysis, schematic design, design development, and planting design/compliance. His experience also focuses on entitlement work, parking studies, code writing, comprehensive planning, corridor/bike/pedestrian planning, and park planning. He strives to utilize his training and experience as a landscape architect and urban planner to make meaningful contributions that result in a lasting improvement of the built environment, while being responsible to the interest of the clients and the communities.

RELEVANT PROJECT EXPERIENCE

Parks & Recreation

- Brushy Creek Dog Park, Cedar Park, TX*
- Georgetown Parks and Recreation Master Plan Update, Georgetown, TX*
- Kingsville Parks and Recreation Master Plan, Kingsville, TX*
- Sweetwater Parks Master Plan, Sweetwater, TX*
- Galveston County Parks Master Plan Update, Galveston County, TX*

Mobility/Bike & Pedestrian

- CAMPO Regional Active Transportation Plan, Austin, TX*
- Edinburg Bicycle and Pedestrian Master Plan, Edinburg, TX*
- Harlingen – San Benito MPO Bicycle and Pedestrian Master Plan Master Plan, Harlingen, TX*
- TxDOT El Paso District Alternative Transportation Study, El Paso County, TX*



ERIC DRAKAS, PE

Project Engineer I

eric.drakas@jsdinc.com

With over seven years of experience, Mr. Drakas' emphasis is in land development, specializing in site layout, grading, utilities, and stormwater management. He also has experience utilizing AutoCAD Civil 3D to prepare land development and recreation construction plans.

EDUCATION

University of Wisconsin,
Madison – Madison, WI

- Bachelor of Science
in Civil Engineering
and Environmental
Engineering, 2017

REGISTRATION

Professional Engineer,
2023, WI, 100584-6

RELEVANT PROJECT EXPERIENCE

- 16" Softball Fields, Park District of Forest Park, Forest Park, IL
- Pioneer Park, Broadview Park District, Broadview, IL
- Sunrise Park, Bensenville Park District, Bensenville, IL
- Orchard Park Splash Pad, Palos Heights, IL
- Wedgewood Park, Prospect Heights Park District, Prospect Heights, IL
- William G. Yena Park, Community Park District, La Grange Park, IL
- Kracklauer Park All-Inclusive Playground, Mundelein Park & Recreation District, Mundelein, IL
- Sharp Park, Memorial Park District, Melrose Park, IL
- Willow Trails Park, River Trails Park District, Mount Prospect, IL
- Beach Oak Park, Community Park District, La Grange Park, IL
- Fox Highlands Phase 2 Residential Subdivision, Greenville, WI
- Afry – GPI Paper Machine Development, Waco, TX
- Telulah Park Pickleball Courts, Appleton, WI
- Greater Heights Climbing Gym, Fitchburg, WI
- The Austin Company – Fair Oaks Food Plant, Davenport, IA



3

Scope of Work

“It is a true pleasure to work with your landscape architects, Lori and Sarah. They are creative professionals who are obviously dedicated to landscape architecture. We always have fun conversation along with all the planning and organizing. They have been highly involved and communicative throughout and we enjoy working with them and JSD.”

Bret Fahnstrom
Executive Director
River Trails Park District

Methodology and Process:

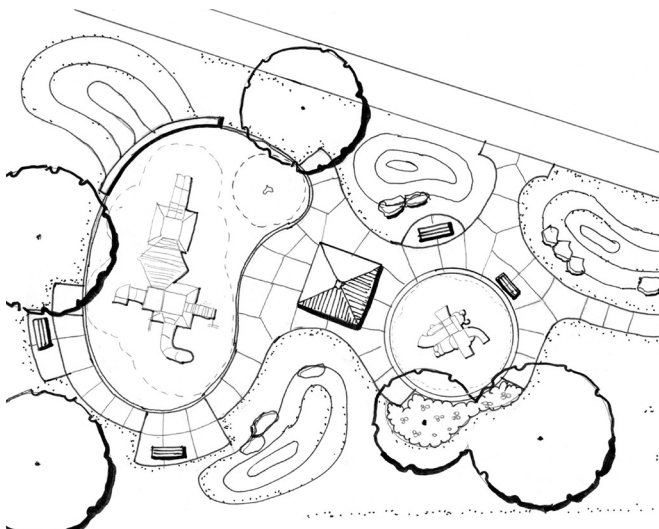
Our approach and methodology is based on our experience developing award-winning parks with the integration of public involvement as well as respecting the natural environment. JSD will use our expertise to help create a vibrant park renovation that improves and create opportunities for social interaction, community activities, and both active and passive recreation opportunities for residents of all ages. We will work with the Village and the public to solidify the recreation goals of the master plan of Lukken Farm.

PROJECT UNDERSTANDING

The Village of Mount Horeb is a community of approximately 8,000 residents in western Dane County. The Village recently purchased a 137-acre farm in the Town of Blue Mounds, adjacent to the northeast side of the Village, at the intersection of STH 78 and CTH S, from the Lukken Family. The Village intends to develop approximately 20 acres of the farm as active parkland to meet the recreation needs of a growing community. The 20 acres is located on the western most portion of the property and includes the existing house and outbuildings.

The Village's 2020 Comprehensive Outdoor Recreation Plan and the Village Parks, Recreation and Forestry Commission have identified several elements to potentially include in the design for this park property, including soccer fields, football fields, park shelter, parking, playground equipment, multi-purpose trail, and pickleball courts.

Per the scope of services provided in the RFP, the JSD Team proposes the following approach.



TASK ONE: DUE DILIGENCE/SITE ANALYSIS

PROJECT KICK-OFF MEETING

At this meeting, we will gain full concurrence on roles, discuss the project schedule and the detailed work plan required, obtain all available background data for the site, and establish a firm working partnership with all individuals who will be involved in the park master planning. We will also evaluate project needs, goals, and the future vision of **Lukken Farm**, including the economic feasibility to ensure the emerging program takes full advantage of the site's potential.

DATA COLLECTION/ANALYSIS

The **JSD team** will visit the site with Village staff to review existing site conditions, and define existing site factors including circulation, view corridors, visual character, boundaries, topography, drainage, existing vegetation, existing built structures, site constraints, storm water management, soil information, and infrastructure that exist, which may affect the proposed plan through an in-depth on-site analysis. This includes the review of the **2020 Comprehensiveness Outdoor Recreation Plan**. We will also review existing conditions relating to design, and permitting, including the requirements of the Village of Mount Horeb, Dane County, and the State of Wisconsin. Upon gathering and reviewing the background data and existing conditions, our team will prepare a base map.

JSD's surveyors will prepare an existing conditions/topographic survey for Lukken Farm.

Task One Deliverables:

- Final Project Schedule
- Base Map
- Existing Conditions Survey
- Meeting Summary

TASK TWO: COMMUNITY ENGAGEMENT

Public engagement is critical to developing the final design that reflects the community goals and builds consensus among stakeholders for **Lukken Farm**. The proposed Community Engagement Strategy focuses on understanding the community, and includes involving the Village Board, Village Engineer, Village Parks, Recreation and Forestry Commission, recreational organizations, park users, community residents, and key staff in a dynamic planning process. We will work with Village staff to ensure there is a balanced representation from Mount Horeb, including user groups, and residents from all sectors of the community. Public engagement is critical to developing a master plan that reflects community goals and build consensus among stakeholders.



A. Community Workshops

The first community workshop will be held early in the planning process but not before the completion of pre-planning activities and at least some of the data analysis, inventory, and assessment have been completed. The workshop will begin with a brief presentation followed by small group exercises designed to solicit input and suggestions for the park facilities. The second community workshop will occur to present the draft conceptual plans to the residents.



B. Project Web Page/Social Media

We will assist the Village with creating a project-specific web page and establish social media outlets (Instagram/ Facebook) to help introduce the public to the planning process and keep them apprised of our progress. The website will host approved interim deliverables, announce dates for meetings, and link to social media sites and survey information. Our social media campaign will be an important component of this program – particularly to engage residents who may have been unable to attend prior public engagement events – and will include a plan for harvesting and managing public input for inclusion in the deliverable documents. This will also maximize the potential for participation from all age segments.

COMMUNITY MEETING #1

The JSD Team will co-host a Community Workshop to gather input from the community regarding the desired improvements, and potential layout of the amenities. The meeting format will allow residents to ask questions and offer input.

VILLAGE STAFF REVIEW MEETING

We will meet with Village staff to review the findings and discuss the community engagement results. Upon review, we will gain authorization to proceed with the conceptual plan development.

Task Two Deliverables:

- Presentation Graphics
- Social Media Graphics
- Meeting Summaries

TASK THREE: CONCEPT DEVELOPMENT

JSD will conduct an internal design charrette to develop two (2) preliminary concept plans for the Lukken Farm site including imagery exhibits. The preliminary concept plans will be based on information received during community engagement, and will address ADA accessibility, incorporate sustainable practices, improve security, and include diverse and creative spaces to foster social interaction within the park. Opinion of probable cost estimates will be considered throughout the development of the concept plans, including phasing options for the development,

VILLAGE STAFF REVIEW MEETING

We will meet with Village staff to present the two preliminary concept plans and consider suggested revisions. Upon input received, we gain authorization to present the plans to the community.

COMMUNITY MEETING #2

The JSD Team will co-host a Community Workshop to present the conceptual designs, renderings, and imagery boards. The purpose of the Community Workshop is to receive input regarding the desired improvements, and potential layout of the amenities. The meeting format will allow residents to ask questions and offer input. Based on the community's input, we will select one concept plan or combine elements from each plan and prepare a Final Master Plan.

Task Three Deliverables:

- Concept Plans/Imagery Exhibits
- Meeting Summaries

TASK FOUR: FINAL MASTER PLAN

The Final Master Plan will be based on information received from the Village staff, and the community. The Final Master Plan will also include a grading plan of the proposed park layout. We will gain authorization to proceed with the presentation of the Final Master Plan to the community.

COMMUNITY MEETING #3

Our project team will present the Final Master Plan including a revised cost estimate to the Village of Mount Horeb community. The Final Master Plan will include a rendered, mounted plan which details the ultimate vision for the future development of Lukken Farm.

COST ESTIMATES

Cost estimates for proposed capital improvements will be provided as a tool to establish priorities, identify phases, and pursue funding. Cost estimates will be tied to an illustrated map identifying the location, size, quantity, and total costs of each proposed improvement. Cost estimates will be tied back to the prioritized implementation plan identifying short-term, mid-term, and long-term goals allowing for flexibility and planning of implementation.

FUNDING ALTERNATIVES

Throughout the planning process, our project team will work with the Village staff to identify viable funding alternatives to accelerate investment in the park development. New or alternative funding sources will be identified as appropriate, including grants, foundations, sponsorships, donor programs, and/or partnerships.

VILLAGE BOARD MEETING

THE JSD Team will present the Final Master Plan to the Village Board. Following successful adoption of the Lukken Farm Master Plan, deliverables will be provided to the Village.

Task Four Deliverables:

- Final Master Plan
- Opinion of Probable Cost Estimate
- Meeting Summaries

WHY THE JSD TEAM?

The JSD Team has been strategically assembled to bring a wide range of knowledge and expertise to assist the Village of Mount Horeb with the development of the Lukken Farm Master Plan for the future of its community.

Our Team is comprised of highly experienced professionals in the fields of planning, landscape architecture, public facilitation, civil engineering, surveying, and grant administration. We are also effective in creating a public process, along with planning and operational options, that establish a balance between innovation and experience, conservation and active recreation, design excellence and cost control, creativity and functional accommodation, and that meet the needs of the community with the resources that are available.



4

Fee Proposal

Fee Proposal:

Thank you for allowing the JSD Team with the opportunity to submit to the Village of Mount Horeb this proposal for the master plan development of Lukken Farm Park.

We believe that this scope of work represents a thorough and well-coordinated approach to the development of your project. If requested, we will modify our scope of work and fees as needed to address your project requirements.

FEE SCHEDULE

FEE

TASK ONE: DUE DILIGENCE/SITE ANALYSIS	\$12,600.00
Project Kick-off Meeting	
Site Visit/Analysis	
Existing Conditions Survey (20-acre)	
Base Map	
Meeting Summaries	
TASK TWO: COMMUNITY ENGAGEMENT	\$ 3,000.00
Community Workshop	
Social Media	
Meeting Summaries	
TASK THREE: CONCEPT DEVELOPMENT	\$ 5,000.00
Preliminary Conceptual Plans	
Client Review Meeting	
Community Meeting	
Meeting Summaries	
TASK FOUR: MASTER PLAN	\$ 3,000.00
Community Meeting	
Final Master Plan	
Phasing Plan	
Opinion of Probable Cost Estimate	
Village Board Meeting	
PROJECT TOTAL	\$ 23,600.00

ADDITIONAL SERVICES

Services requested by the Client falling outside the Scope of Basic Services described above shall be considered Additional Services. Adjustments to the fee for extra services will be via Contract Amendment on a time and materials basis. All Contract Amendments and any increase in costs or fees over the amounts set forth above must be preapproved by the Client in writing. Additional Service requests will be completed at our standard hourly rates effective at the time of contract execution plus reimbursable expenses or on a fixed fee basis where a substantial scope of work can be clearly defined in advance.



5

References

We encourage you to contact the following references who are familiar with our level of service and commitment to delivering successful project results. We are confident you will find their perception of the service provided to be exceptional. You also can expect to receive the highest level of service, commitment and attention to detail necessary for the improvements planned for the Village of Mount Horeb.

Reference #1

Village Green Master Plan

Village of Calumet Park

Jonathan Shaw, Director of Parks & Recreation

12426 S. Loomis St., Calumet Park, IL 60827

dirjshaw@calumetparkvillage.org

708-926-7441

Team members:

Lori Vierow, Sarah Dreier, and TRIA Architecture

Reference #4

O'Neil Park Master Plan

City of Bloomington

Eric Veal, Director of Parks and Recreation

115 E Washington St Ste 103, Bloomington, IL 61701

eveal@cityblm.org

(309) 434-2260

Team members:

Lori Vierow, Sarah Dreier, and GreenPlay

Reference #2

Campbell Park Master Plan

City of Baraboo

Rob Nelson, Mayor

101 South Blvd, Baraboo, WI 53913

rnelson@baraboo.wi.gov

608-355-2715

Team members:

Lori Vierow, Sarah Dreier, and Matt Ammel

Reference #5

Hodag Park Master Plan

City of Rhinelander

Daniel Guild

135 South Stevens Street, Rhinelander, WI

daniel.guild@gmail.com

715-370-8071

Team members:

Lori Vierow, Sarah Dreier

Reference #3

Heritage Park Village Green Master Plan

Village of Homer Glen/TRIA Architecture

James Petrakos, Principal

901 McClintock Drive, Suite 100, Burr Ridge, Illinois 60527

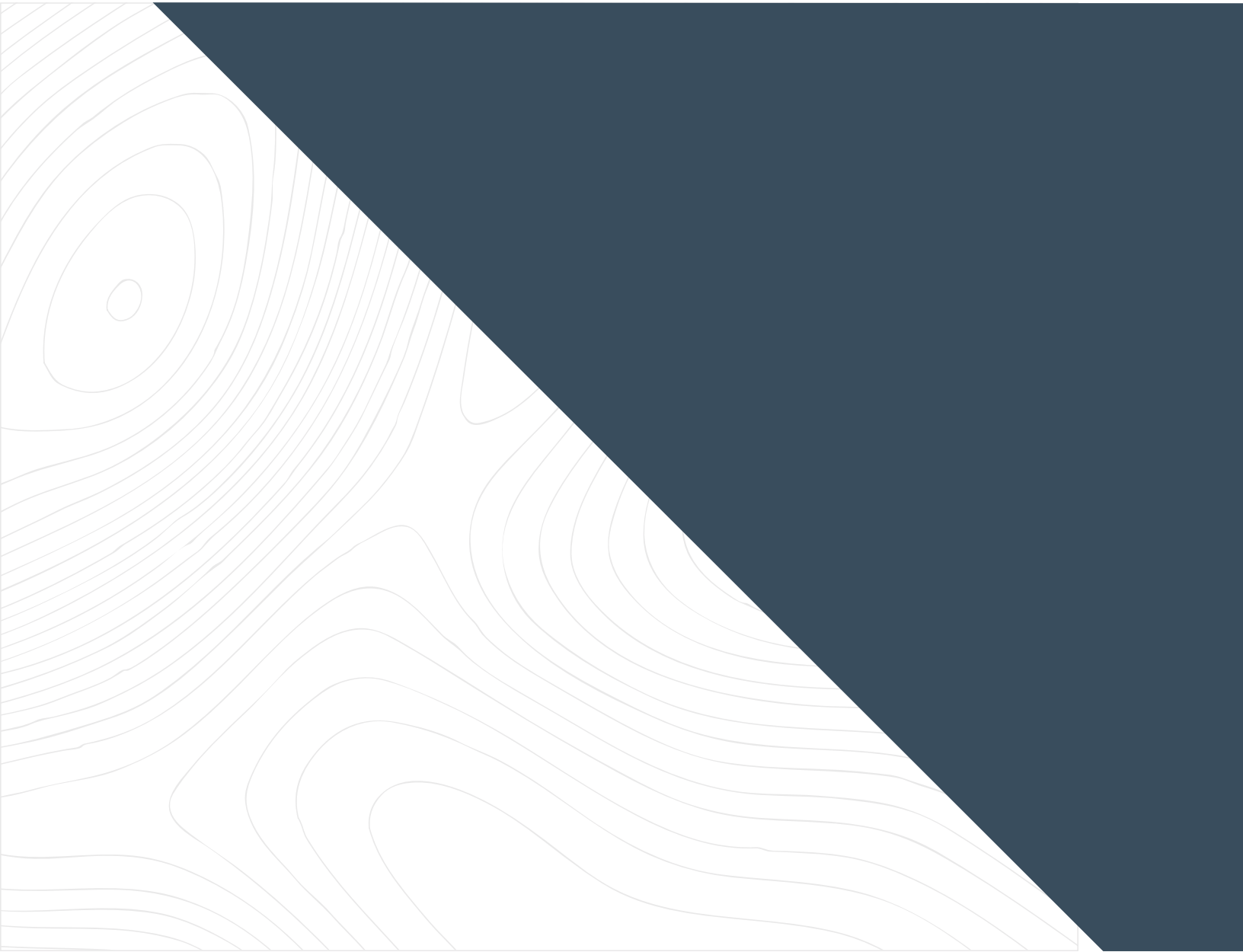
630-455-4500

JPetrakos@tria-arch.com

Team members:

Lori Vierow, Sarah Dreier, and Eric Drakas





www.jsdinc.com



Planners • Engineers • Landscape Architects • Surveyors

PROPOSAL

Professional Consulting Services Lukken Farm - Master Plan, Concept Design and Grading Plan

SEQ WI-78 Trunk and County Highway S, Blue Mounds, WI

JSD Project No. 24-14990

March 25, 2025

Prepared for: Village of Mount Horeb **(the “Client”)**
Attn: Nicholas Owen, Village Administrator
138 East Main Street
Mount Horeb, WI 53572

- ☒ LAND SURVEYING & MAPPING
- ☐ CONSULTING
- ☐ ENVIRONMENTAL
- ☐ PLANNING
- ☒ CIVIL ENGINEERING
- ☐ STRUCTURAL ENGINEERING
- ☒ LANDSCAPE ARCHITECTURE
- ☐ CONSTRUCTION SERVICES



LET'S DIVE IN, BUT FIRST...



JSD PROFESSIONAL SERVICES
1400 E. Touhy Avenue, Ste. 215
Des Plaines, IL 60018

312.644.3379
JSDinc.com

Thank you for considering JSD Professional Services, Inc. (JSD) for your upcoming project!

JSD is headquartered in Madison, Wisconsin, and supported by three regional Wisconsin offices, as well as offices in Chicago, Illinois, Coeur d'Alene, Idaho, and Alexandria, Minnesota.

JSD is a multi-disciplinary firm that provides planning, civil and structural engineering, landscape architecture, land surveying, national development services, as well as environmental services. Our team members provide wide-ranging comprehensive services within our disciplines that include land use planning and development, entitlements, stormwater management, water resources, and project and construction management.

Our focus is to support our clients with professional expertise, innovation, and quality work products. We believe that working collaboratively and being responsive to our clients is essential to create and effectively manage development projects. It is our commitment to service that has kept clients returning since we opened our doors in 1998.

We are pleased to provide this proposal for consulting services to assist with the Lukken Farm Master Plan located in the Town of Blue Mounds, Wisconsin. We appreciate this opportunity to be part of the Village of Mount Horeb project team.

Please do not hesitate to contact me with any questions.

Sincerely,

A handwritten signature in blue ink that reads "Lori Vierow".

LORI VIEROW, PLA, ASLA, LEED AP BD+C
Senior Landscape Architect

c: Joshua Donaldson, JSD
Todd Buhr, JSD
David Behrens, JSD

SCOPE OF WORK

Our understanding of the scope of work is based upon your Request for Proposal (RFP) as it relates to the Lukken Farm Park development to be located at the Southeast quadrant of WI-78 Trunk and County Highway S in the Town of Blue Mounds, Wisconsin. JSD will provide professional surveying and landscape architecture services for this development.

LAND SURVEYING & MAPPING SERVICES -----

TASK S1.0 TOPOGRAPHIC AND UTILITY SURVEY

JSD will perform a topographic and utility design survey for an area of the subject properties as delineated on Exhibit A (attached). Within the survey limits, the survey will include topographic features up to and including near to the curb line of the adjacent streets, field marked public utilities, surficial features, ground elevations, and significant trees. A property boundary determination is **not included** in this task and will not be shown on the face of the survey.

The JSD Team will contact the local Public Works Department regarding available utility and street plans. We will also contact Diggers Hotline to coordinate the public utility marking. A private underground utility locate is not included in this task.

LANDSCAPE ARCHITECTURE SERVICES -----

TASK 1.0 DUE DILIGENCE/SITE ANALYSIS

Meeting #1 - Project Kick-off Meeting

JSD will conduct a project start-up meeting with Village staff to discuss the project schedule and the master plan vision for the Lukken Farm development

JSD will visit the site with the Team to review existing conditions and to further understand the boundaries and scope. The site will be analyzed in terms of physical constraints and opportunities that could be a factor in the proper location and configuration of new facilities.

JSD will prepare an existing conditions base map utilizing the Park District's existing survey information.

TASK 2.0 COMMUNITY ENGAGEMENT

Meeting #2 - Community Workshop

JSD will co-host a Community Workshop to assess the needs of the residents and desired programming. We will review the existing conditions and present imagery boards to the Mount Horeb community. The purpose of the meeting is to receive input regarding the desired improvements, programming, and potential layout of the amenities for the Lukken Farm Park improvements. The meeting format will allow residents to ask questions and offer input.

JSD will assist the Village with social media and web page posts and flyers.

Meeting #3 - Staff Review Meeting

We will meet via an online meeting platform with Village staff to review the findings and discuss the community engagement results. Upon review, we will gain authorization to proceed with the conceptual plan development.

TASK 3.0 CONCEPT PLAN

JSD will conduct an internal design charrette to develop two (2) preliminary concept plans, including imagery exhibits, for the Lukken Farm site. The preliminary concept plans will be based on information received during community engagement, and will address ADA accessibility, incorporate sustainable practices, improve security, and include diverse and creative spaces to foster social interaction within the park.

Opinion of Probable Construction Cost (OPCC)

JSD will provide an OPCC for the overall project and breakouts of quantities for the items of work anticipated as part of the master plan. Opinion of probable cost estimates will be considered throughout the development of the concept plans, including phasing options for the development.

Meeting #4 - Staff Review Meeting

We will meet with Village staff to present the two preliminary concept plans and consider suggested revisions. The concept plans will be revised as needed per comments received (one (1) round of revisions is included). Upon receiving input, we will gain authorization to present the plans to the community.

Meeting #5 – Community Workshop

The JSD Team will co-host a second Community Workshop to present the conceptual designs and imagery boards. The purpose of the Community Workshop is to receive input regarding the desired improvements, and potential layout of the amenities. The meeting format will allow residents to ask questions and offer input.

Deliverables

Two (2) Concept Plans
Two (2) Imagery Boards
Two (2) OPCC

TASK 4.0 FINAL MASTER PLAN AND GRADING PLAN

Based on the input received during the Community Workshop, we will select one (1) concept plan or combine elements from each plan and prepare a Final Master Plan. The Final Master Plan will also include a Grading Plan of the proposed park layout. The Final Master Plan will be color rendered and mounted for display.

We will also update the Opinion of Probable Construction Cost based on the Final Master Plan. JSD will also identify viable funding alternatives to accelerate investment in the park's development.

Meeting #6 - Staff Review Meeting

We will meet via an online meeting platform with Village staff to review the Final Master Plan and Grading Plan. Upon receiving input, we will gain authorization to present the Final Master Plan to the community.

Meeting #7 – Community Workshop

Our project team will present the Final Master Plan including a revised cost estimate to the Village of Mount Horeb community. The Final Master Plan will include a color rendered, mounted plan which details the ultimate vision for the future development of Lukken Farm.

Meeting #8 – Village Board Meeting

The JSD Team will present the Final Master Plan to the Village Board. Following successful adoption of the Lukken Farm Master Plan, deliverables will be provided to the Village.

Deliverables

One (1) Final Master Plan
One (1) Grading Plan
One (1) OPCC

GENERAL PROJECT UNDERSTANDING

Landscape Architecture Services

1. JSD will use the Existing Conditions Survey provided by the Client as the basis of our design. The survey shall be provided in AutoCAD format with 3-D attributes/capabilities. Coordination of incomplete surveying items, which result in additional design efforts, or redesign, will be subject to a Contract Amendment, and will be billed on a time and materials basis.
2. JSD assumes adequately sized and permitted sanitary sewer, storm sewer, and water main are available to and adjacent to the site.
3. Client/Contractor will be responsible for obtaining all necessary permits for site work and utility connections other than those listed in the scope of work.
4. JSD takes no responsibility for any underground structures or buried materials such as foundations, wells, septic, holding tanks, utilities, hazardous materials, or any other items existing on the property.
5. This proposal does not include the following:
 - a. Geotechnical Engineering
 - b. Municipal Permitting
 - c. Stormwater Management Plan
 - d. Design of off-site public infrastructure or utilities.

COSTS

Based upon our understanding of the scope of work and the above-described tasks, we will perform the professional services for a lump sum fee as follows:

LAND SURVEYING & MAPPING SERVICES

Task S1.0:	Topographic and Utility Survey	\$ 10,000.00
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LANDSCAPE ARCHITECTURE SERVICES

Task 1.0:	Due Diligence/Site Analysis	\$ 2,600.00
Task 2.0:	Community Engagement	\$ 3,000.00
Task 3.0:	Concept Development	\$ 5,000.00
Task 4.0:	Master Plan	\$ 3,000.00

This cost estimate was developed based upon our understanding of the project as described in this proposal. Adjustments to the fee for extra services will be via Contract Amendment on a time and materials basis. All Contract Amendments and any increase in costs or fees over the amounts set forth above must be pre-approved by the Client in writing.

Method of Payment

All invoicing shall be billed monthly based on the lump sum fees on the basis of percentage of completion for the work outlined above.

REIMBURSABLE EXPENSES

Project related expenses incurred by JSD during the execution of services rendered within the scope of work contracted, including express deliveries, courier services, and out-of-town travel expenses, will be billed at 110% of our cost.

AUTHORIZATION

Our services will be performed in accordance with the enclosed JSD Agreement for Professional Services upon acceptance of this proposal. Additional scope of services not included in this proposal will be agreed-upon by both parties, in writing, prior to proceeding. Invoice disputes must be made within 30 days of date of invoice.

Please indicate your acceptance of this proposal by signing and returning a copy of the attached JSD Agreement Professional Services to confirm our understanding of your needs and authorize us to proceed.



Agreement for Professional Services
Lukken Farm – Master Plan, Concept Design and Grading Plan
SEQ WI-78 Trunk and County Highway S, Blue Mounds, WI
JSD Project #24-14990

JSD Professional Services, Inc. (Consultant) will perform professional services for Village of Mount Horeb (Client), according to the terms and conditions of this Agreement. The Consultant shall perform the services outlined in the attached Proposal dated March 25, 2025, in consideration of the stated fee and payment terms. For additional services not included above, the Consultant shall be compensated according to hourly rates agreed to between Consultant and Client, or as specified in the Proposal referenced above.

Terms and Conditions

1. **Access to Site:** Unless otherwise stated, the Consultant will have access to the site for activities necessary for the performance of the services. The Consultant will take reasonable precautions to minimize damage due to these activities, but has not included in the fee the cost of restoration of any resulting damage and will not be responsible for such costs.
2. **Retainer, Billing, and Payment:** The Client agrees to pay the Consultant for all services performed and all costs incurred, as described in the Proposal attached to this Agreement. Prior to providing services, the Client shall deposit a retainer of \$ 0 with the Consultant. Invoices for the Consultant's services shall be submitted, at the Consultant's option, either upon completion of such services or on a monthly basis. Invoices shall be due and payable upon receipt. For any invoice not paid within 60 days, the Consultant may, without waiving any claim or right against the Client, and without liability whatsoever to the Client suspend or terminate the performance of services. The retainer shall be credited on the final invoice. Accounts unpaid 30 days after the invoice date may be subject to a monthly service charge of 1.5% (or the maximum legal rate) on the unpaid balance. In the event any portion of the account remains unpaid 90 days after the billing, the Consultant may institute collection action and the Client shall pay all costs of collection, including reasonable attorney's fees. All invoice inquiries must be made within 30 days of invoice date.
3. **Indemnification:** The Client shall, to the fullest extent permitted by law, indemnify and hold harmless the Consultant and subconsultants from and against all damage, liability and cost, including reasonable attorneys' fees and defense costs, arising out of or in any way connected with the performance of the services under this Agreement.

The Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its officers, directors and employees (Client) against damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Consultant's negligent performance and that of its subconsultants or anyone for whom the Consultant is legally liable.

Neither the Client nor the Consultant shall be obligated to indemnify the other party in any way whatsoever for the other party's own negligence.
4. **Information for the Sole Use and Benefit of the Client:** All opinions and conclusions of the Consultant, whether written or oral, and any plans, specifications or other documents and services provided by the Consultant are for the sole use and benefit of the Client and are not to be provided to any other person or entity without the prior written consent of the Consultant. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Consultant or the Client.
5. **Certifications, Guarantees and Warranties:** The Consultant shall not be required to execute any document that would result in the Consultant certifying, guaranteeing or warranting the existence of any conditions. The Consultant will render services and opinions according to the standards of practice of the applicable consulting professional engineering and surveying.
6. **Lien Rights:** Consultant hereby notifies the Client/Owner that persons or companies performing, furnishing or procuring labor, services, materials, plans or specifications for the construction on Client's/Owner's land may have lien rights on Client's/Owner's land and buildings if not paid in accordance with the construction lien law in the state in which the project is located.
7. **Standard of Care:** In providing services under this Agreement, the Consultant shall perform in a manner consistent with and limited to that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality. The Consultant makes no warranty, express or implied, as to its professional services rendered under this Agreement.



Agreement for Professional Services
Lukken Farm – Master Plan, Concept Design and Grading Plan
SEQ WI-78 Trunk and County Highway S, Blue Mounds, WI
JSD Project #24-14990

8. **Risk Allocation:** In recognition of the relative risks, rewards and benefits of the project to both the Client and the Consultant, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, the Consultant's total liability to the Client for any and all injuries, damages, claims, losses or expenses arising out of this Agreement from any cause or causes, shall not exceed \$100,000.00 or the Consultant's total fee for services rendered for this project, whichever is greater. Such causes include, but are not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.
9. **Ownership of Documents:** All documents produced by the Consultant under this Agreement are instruments of the Consultant's professional service for use in the project for which the Consultant was retained. These documents may not be used by the Client for any other purpose without the prior written consent of the Consultant. Any electronic files transferred by the Consultant are provided solely for the convenience of the Client and are transmitted in trust for the sole use of the Client and its acceptance constitutes assumption of responsibility for its use and safekeeping. Any use by third parties shall be at the sole risk of the Client. Any alterations, tampering with files or deviation in any respect from the original content shall render the entire contents void and shall constitute the agreement of the Client to release, defend and hold harmless the Consultant, from all claims and causes of action by Client and third parties.
10. **Photographic and Videographic Consent:** Consultant shall have the right to include photographic, videographic and artistic representations of the Project, generated and/or directed by Consultant, among Consultant's promotional and professional materials. Consultant shall be given reasonable access to the Project Site to create such representations. However, Consultant's materials shall not include the Client's/Owner's confidential or proprietary information if the Client/Owner has previously advised Consultant in writing of the specific information considered by the Client/Owner to be confidential or proprietary. If the representations generated by and/or directed by Consultant are used in or for promotional and professional materials by others, the user(s) shall provide professional credit to Consultant in those materials. This Section shall survive the termination of this Agreement unless the Client/Owner terminates this Agreement for cause pursuant to Section 11 of JSD's Agreement for Professional Services.
11. **Dispute Resolution:** With regard to any claims or disputes between the Client and the Consultant arising out of the services to be provided by the Consultant or out of this Agreement, the parties agree to attempt to resolve such disputes through direct negotiations between the appropriate representatives of each party. If such negotiations are not fully successful, the parties agree to attempt to resolve any remaining disputes by formal nonbinding mediation conducted in accordance with rules and procedures to be agreed upon by the parties.
12. **Termination of Services:** This Agreement may be terminated at any time by either party should the other party fail to perform its obligations hereunder. In the event of termination for any reason whatsoever, the Client shall pay the Consultant for all services rendered to the date of termination, and all reimbursable expenses incurred prior to termination and reasonable termination expenses incurred as the result of termination.

The above Agreement, Terms and Conditions and referenced Proposal Scope of Services and fees are agreed upon:

Consultant Authorization:

JSD Professional Services, Inc.
418 East Lakeside Avenue, Suite 207
Coeur d'Alene, ID 83814

Signature
David W. Behrens
Vice President - Chief Strategic Officer

03/25/2025
Date

Client Authorization:

Village of Mount Horeb
138 East Main Street
Mount Horeb, WI 53572

_____ Signature	_____ Date
_____ Printed Name	_____ Title



AGENDA ITEM REPORT

MEETING DATE

April 2, 2025

PREPARED BY

AGENDA ITEM # 5.c

Extraterritorial Plat for Kelly Connor 9204 Gem View Land

BACKGROUND

This is an Extraterritorial CSM to create a new buildable lot in the Town of Springdale. Staff have no concerns about the CSM and the Plan Commission recommends approval.

RECOMMENDATION

ATTACHMENTS

1. Application
2. Connor ET CSM
3. Parent Parcel



VILLAGE OF MOUNT HOREB
Zoning Administrator 608-437-9409
138 East Main Street
Mount Horeb, WI 53572

PLAN COMMISSION APPLICATION

PROJECT NAME: Gem View - Connor 4 Lot CSM

Project Address 9204 Gem View Lane Parcel Number: 060717390510 & 060720284850

[Access Done Link](#)

Zoning Map

Current Zoning agricultural and woodland preservation area Future Land Use Zoning: single family residential (unsewered)
(select zoning layer in map) (select future land use layer in map)

APPLICANT: Kelly Connor	
ADDRESS: 9204 Gem View Lane	
PHONE: (608) 445-2155	EMAIL: kjcginther@gmail.com

OWNER: Kelly Connor	
ADDRESS: 9204 Gem View Lane	
PHONE: (608) 445-2155	EMAIL: kjcginther@gmail.com

PROJECT DESCRIPTION: CSM for the creation of: (2) 4.02 acre RR-4 rural residential lots (Lots 1-2), (1) 11.45 acre RM-8 rural mixed use lot (Lot 3), (1) Remnant parcel to remain AT-35, and deed restricted for no future development (Lot 4).
Additionally, a lot line adjustment to add a 0.09 acre parcel of unplatted lands to (Lot 3) previously known as lot 1 of CSM #11864.

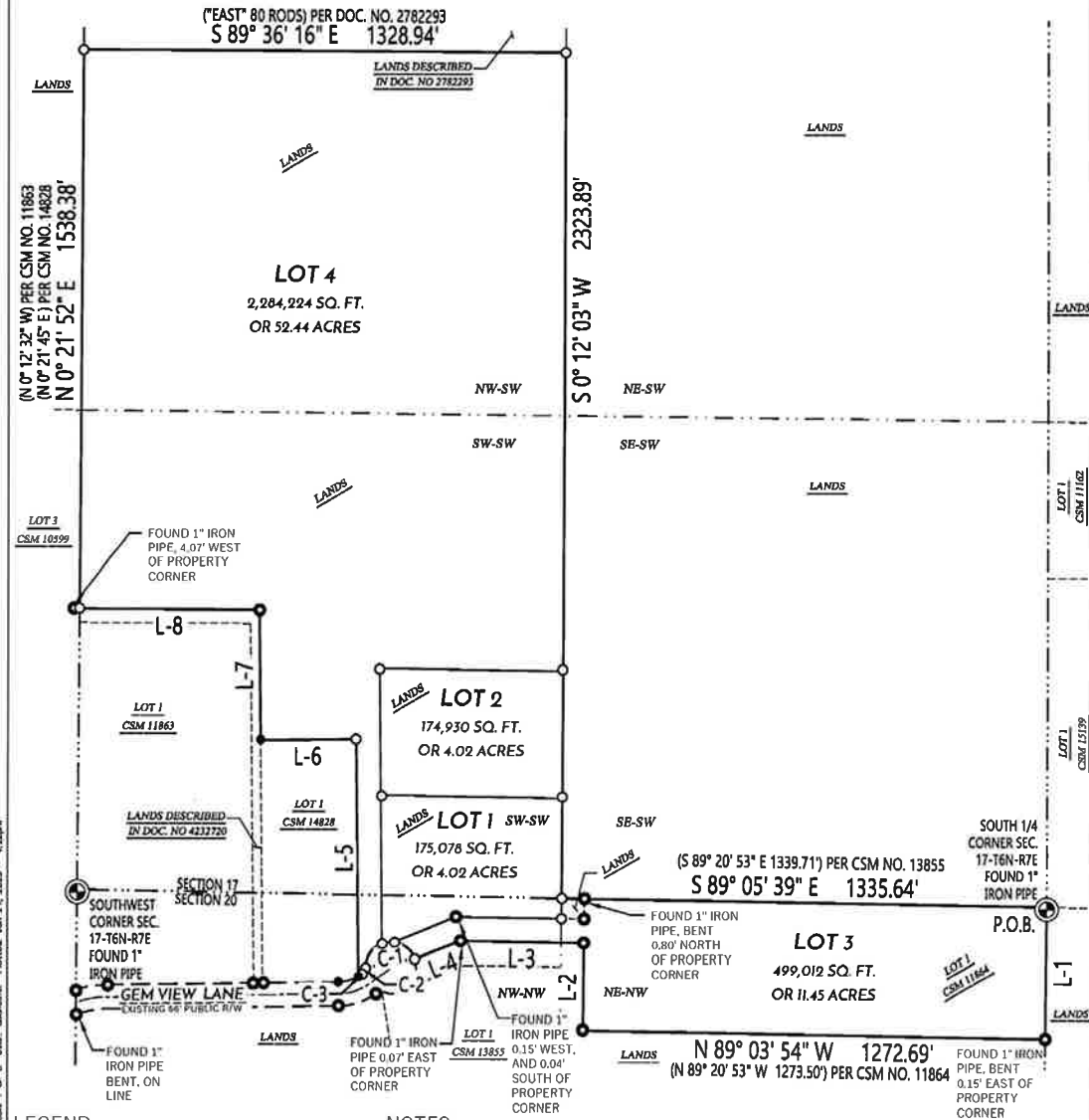
OWNER/APPLICANT SIGNATURE: [Signature] DATE: 2/25/2025

FEES & DEPOSITS: (CHECK ALL THAT APPLY)

Application	Fee	Public Hearing-	Developer Deposit:
☐ Certificate of Appropriateness (for Central Business Zoning)	No Fee		An escrow deposit is required in accordance with the Development Application Agreement. Total Fee Paid: _____ Date: _____ Fee Waived By: _____
☐ Certified Survey Map (CSM) <i>scroll to Section 18.61 in schedule</i>	<u>Schedule</u>		
☒ Certified Survey Map Extraterritorial <i>scroll to Section 18.61 in schedule</i>	<u>Schedule</u>		
☐ Comprehensive Plan Amendment	\$150.00	Class One	
☐ Conditional Use Permit (changes in USE of property)	\$150.00	Class Two	
☐ Conditional Use Permit (planned development district)	\$200.00	Class Two	
☐ Design Review	\$100.00		
☐ General Development Plan (GDP)	\$200.00		
☐ Specific Improvement Plan (SIP)	\$300.00		
☐ Zoning Amendment (changes in zoning)	\$150.00	Class Two	
☐ Zoning Amendment (planned development district)	\$200.00	Class Two	

CERTIFIED SURVEY MAP NO. _____

A CONSOLIDATION AND REDIVISION OF CERTIFIED SURVEY MAP NO. 11864 RECORDED IN VOLUME 72 OF CERTIFIED SURVEY MAPS ON PAGES 334-335 AS DOCUMENT NO. 4216586, & UNPLATTED LANDS BEING PART OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER, AND PART OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 17, AND PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER, AND PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 20, ALL IN TOWN 6 NORTH, RANGE 7 EAST, TOWN OF SPRINGDALE, DANE COUNTY, WISCONSIN.

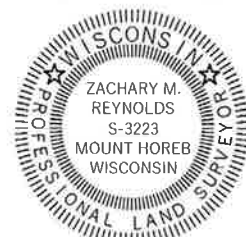


LEGEND

- SECTION CORNER FOUND / RECOVERED
- 3/4" REBAR FOUND
- 1" IRON PIPE FOUND, UNLESS NOTED
- 18" x 3/4" REBAR SET 1.50 LB/FT
- CSM BOUNDARY
- CSM INTERIOR BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION/QUARTER LINE
- QUARTER/QUARTER LINE
- PLATTED LINE
- CHORD LINE
- () RECORDED INFORMATION

NOTES:

1. FIELD WORK PERFORMED BY WYSER ENGINEERING, LLC. ON THE WEEKS OF JUNE 12TH, SEPTEMBER 27TH, OCTOBER 29TH, AND DECEMBER 19TH, 2024.
2. NORTH REFERENCE FOR THIS CERTIFIED SURVEY AND MAP ARE BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, WISCRS DANE, NAD 83 (2011), GRID NORTH. THE SOUTH LINE OF THE SOUTHWEST QUARTER OF SECTION 17, T6N, R7E, BEARS N 89°05' 39" E
3. THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.
4. SEE SHEET 2 OF 8 FOR SECTION BREAKDOWN.
5. SEE SHEET 4 OF 8 FOR INTERIOR LOT DIMENSIONS.
6. SEE SHEET 6 OF 8 FOR SECTION CORNER MONUMENT COORDINATE TABLE, AND LINE & CURVE TABLES.



File: W:\2024\121275_Kelly Connor - Town of Springdale CSM\DWG\CSM 051817.dwg Layout: Jan 24, 2025 - 4:50pm

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

PREPARED FOR:
KELLY J. CONNOR
9204 GEM VIEW LN
MOUNT HOREB, WI 53572

SURVEYED BY: MAL/DZ
DRAWN BY: AMS
CHECKED BY: ZMR
APPROVED BY: ZMR

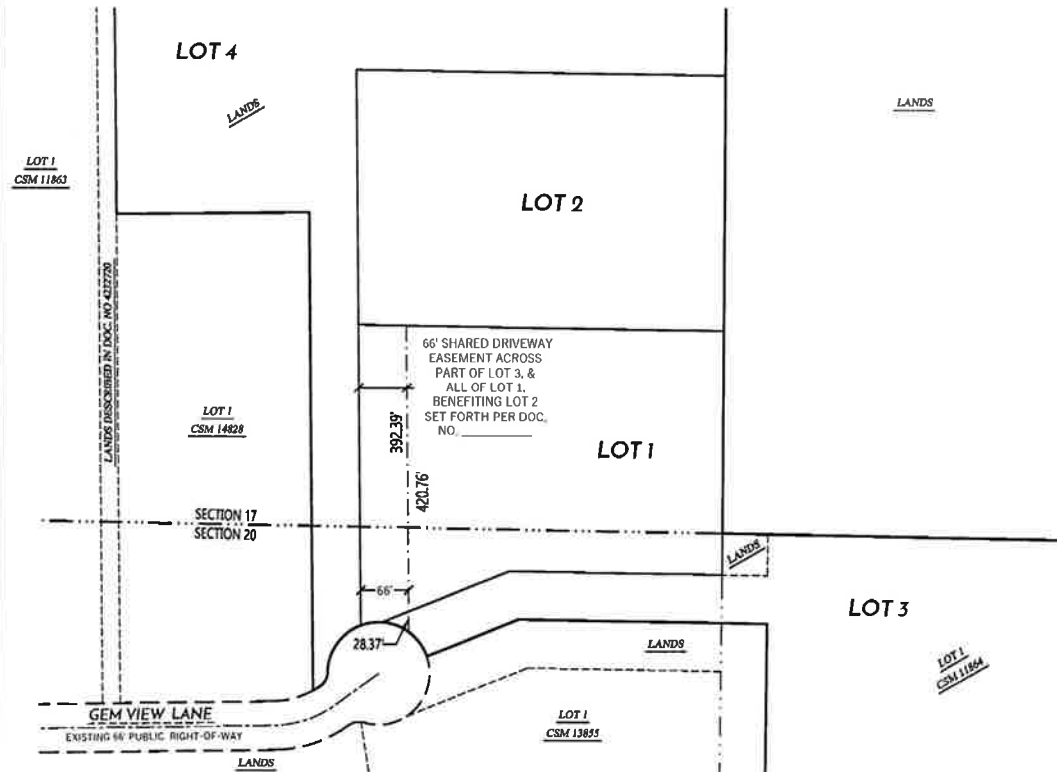
PROJECT NO: 24-1275
SHEET NO: 1 of 8

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

CERTIFIED SURVEY MAP NO. _____

A CONSOLIDATION AND REDIVISION OF CERTIFIED SURVEY MAP NO. 11864 RECORDED IN VOLUME 72 OF CERTIFIED SURVEY MAPS ON PAGES 334-335 AS DOCUMENT NO. 4216586, & UNPLATTED LANDS BEING PART OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER, AND PART OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 17, AND PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER, AND PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 20, ALL IN TOWN 6 NORTH, RANGE 7 EAST, TOWN OF SPRINGDALE, DANE COUNTY, WISCONSIN.

PROPOSED EASEMENT DETAIL

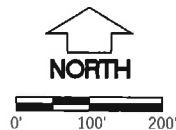


LEGEND

- CSM BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION/QUARTER LINE
- QUARTER/QUARTER LINE
- PLATTED LINE
- EASEMENT CREATED PER THIS CSM

NOTES:

1. FIELD WORK PERFORMED BY WYSER ENGINEERING, LLC. ON THE WEEKS OF JUNE 12TH, SEPTEMBER 27TH, OCTOBER 29TH, AND DECEMBER 19TH, 2024.
2. NORTH REFERENCE FOR THIS CERTIFIED SURVEY AND MAP ARE BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, WISCRS DANE, NAD 83 (2011), GRID NORTH. THE SOUTH LINE OF THE SOUTHWEST QUARTER OF SECTION 17, T6N, R7E, BEARS N 89°05' 39" E
3. THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.
4. SEE SHEET 6 OF 8 FOR SECTION CORNER MONUMENT COORDINATE TABLE, AND LINE & CURVE TABLES.



File: W:\2024\241275_Kelly Connor - Town of Springdale CSM\WCS\CSM DRAFT.dwg Layout: CSM 5 of 8 User: zacharyr Plotfile: Jan 24, 2025 - 4:23pm

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

PREPARED FOR:
KELLY J. CONNOR
9204 GEM VIEW LN
MOUNT HOREB, WI 53572

SURVEYED BY: MAL/DZ
DRAWN BY: AMS
CHECKED BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 24-1275
SHEET NO: 5 of 8

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

EXHIBIT "A"

SHARED DRIVEWAY EASEMENT

LEGAL DESCRIPTION

PART OF LOT 1, & LOT 3 CERTIFIED SURVEY MAP NO. _____, RECORDED IN VOLUME _____ OF CERTIFIED SURVEY MAPS OF DANE COUNTY ON PAGES _____, AS DOCUMENT NO. _____, BEING PART OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 17, AND PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 20, ALL IN TOWN 6 NORTH, RANGE 7 EAST, TOWN OF SPRINGDALE, DANE COUNTY, WISCONSIN. MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF AFORESAID LOT 1, CSM NO. _____; THENCE, ALONG THE NORTH LINE OF SAID LOT 1, SOUTH 89 DEGREES 05 MINUTES 38 SECONDS EAST, 66.02 FEET; THENCE, SOUTH 00 DEGREES 38 MINUTES 04 SECONDS EAST, 420.76 FEET, TO A POINT ON THE CURVING NORTHERLY RIGHT-OF-WAY OF GEM VIEW LANE; THENCE, ALONG SAID NORTHERLY RIGHT-OF-WAY, 69.52 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A RADIUS OF 70.00 FEET, THE CHORD BEARS NORTH 82 DEGREES 18 MINUTES 45 SECONDS WEST, FOR 66.70 FEET, TO THE SOUTHWEST CORNER OF AFORESAID LOT 1; THENCE, ALONG THE WEST LINE OF SAID LOT 1, NORTH 00 DEGREES 38 MINUTES 04 SECONDS WEST, 412.88 FEET BACK TO THE POINT OF BEGINNING.

SAID EASEMENT AREA CONTAINS 26,986 SQUARE FEET, OR 0.62 ACRES

NOTE: INCLUDED TO SHOW SPATIAL RELATIONSHIPS ONLY; SOME TEXT MAY BE ILLEGIBLE

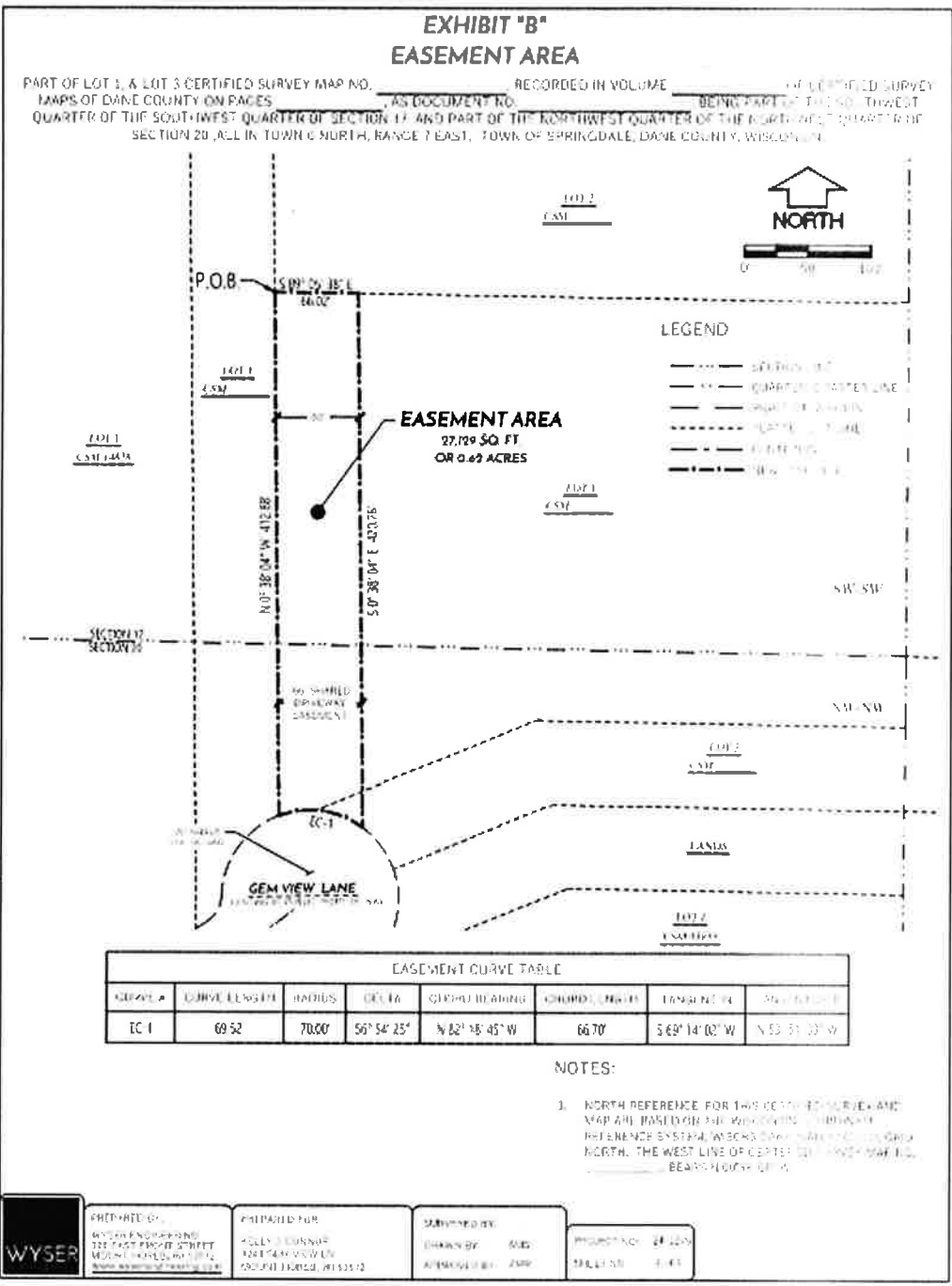


EXHIBIT "A"

SHARED DRIVEWAY EASEMENT

LEGAL DESCRIPTION

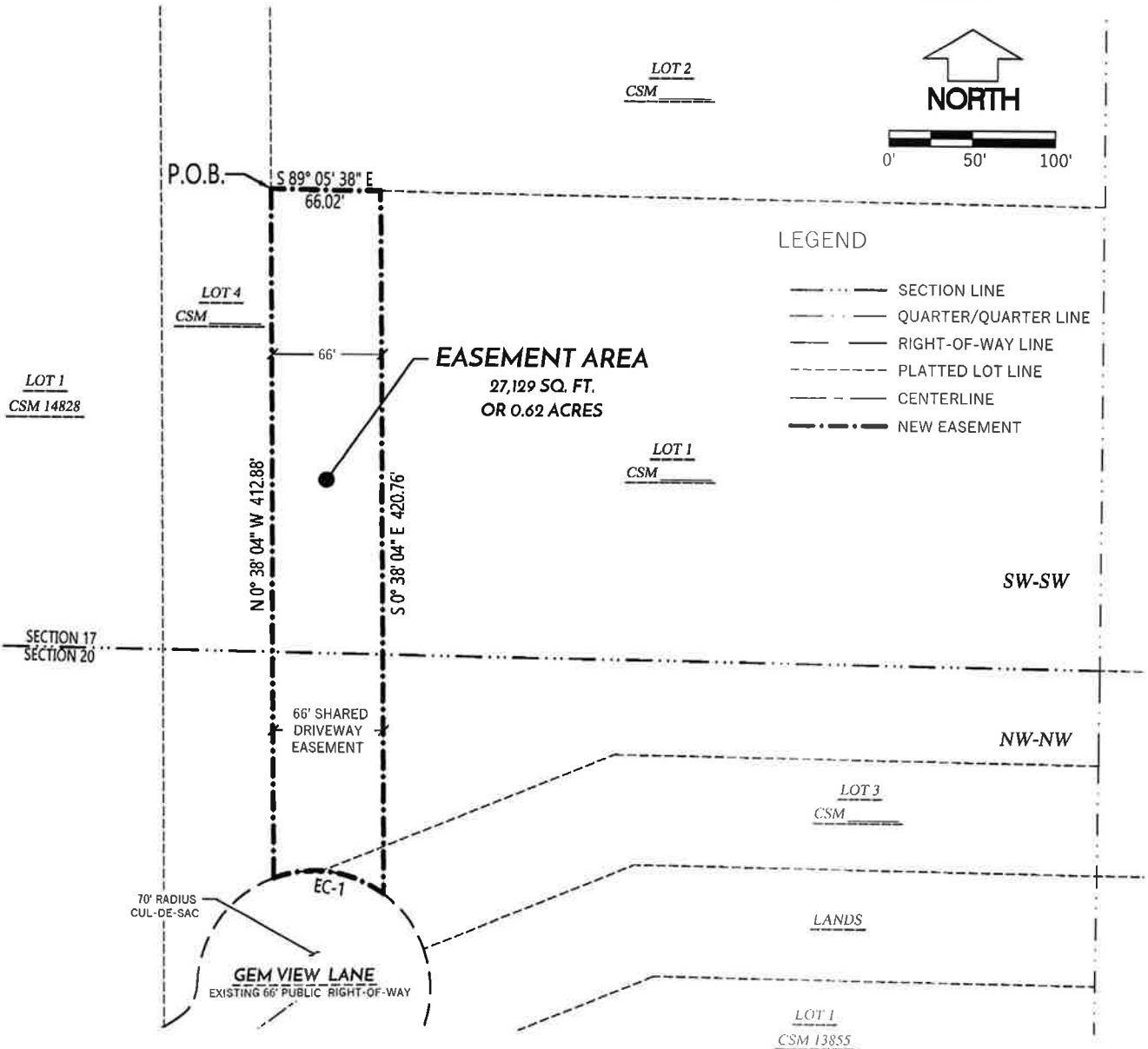
PART OF LOT 1, & LOT 3 CERTIFIED SURVEY MAP NO. _____, RECORDED IN VOLUME _____ OF CERTIFIED SURVEY MAPS OF DANE COUNTY ON PAGES _____, AS DOCUMENT NO. _____, BEING PART OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 17, AND PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 20, ALL IN TOWN 6 NORTH, RANGE 7 EAST, TOWN OF SPRINGDALE, DANE COUNTY, WISCONSIN. MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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SAID EASEMENT AREA CONTAINS 26,986 SQUARE FEET, OR 0.62 ACRES

EXHIBIT "B" EASEMENT AREA

PART OF LOT 1, & LOT 3 CERTIFIED SURVEY MAP NO. _____, RECORDED IN VOLUME _____ OF CERTIFIED SURVEY MAPS OF DANE COUNTY ON PAGES _____, AS DOCUMENT NO. _____, BEING PART OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 17, AND PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 20, ALL IN TOWN 6 NORTH, RANGE 7 EAST, TOWN OF SPRINGDALE, DANE COUNTY, WISCONSIN.



EASEMENT CURVE TABLE							
CURVE #	CURVE LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH	TANGENT IN	TANGENT OUT
EC-1	69.52'	70.00'	56° 54' 25"	N 82° 18' 45" W	66.70'	S 69° 14' 02" W	N 53° 51' 33" W

NOTES:

1. 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 CERTIFIED SURVEY MAP NO. _____, BEARS N 00° 38' 04" W.

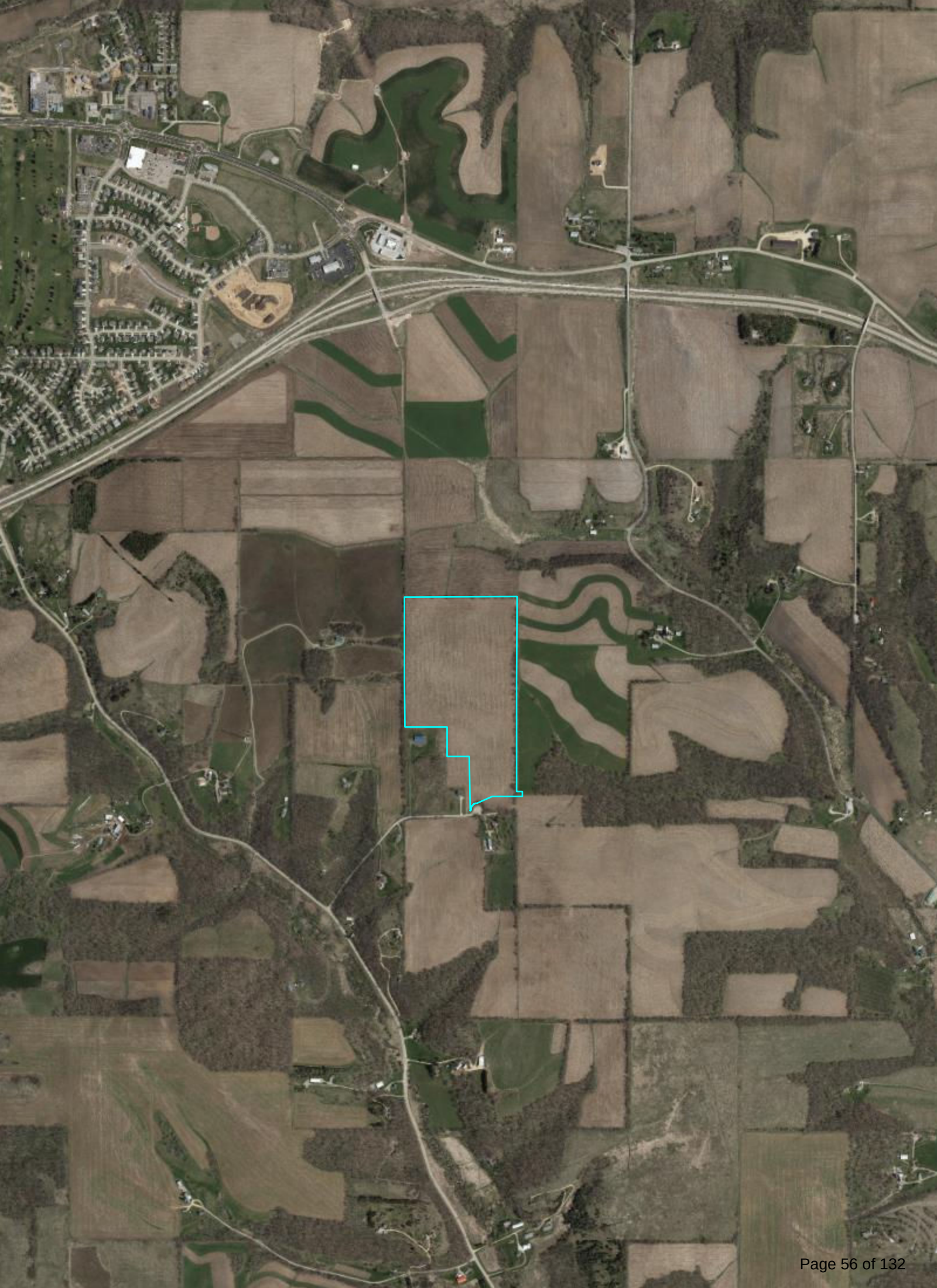
File: W:\2024\241275_Kelly Connor - Town of Springdale CSM\DMC\EASEMENT EXHIBIT.dwg Layout: Easement Exhibit User: eschoefer Plotdate: Jan 14, 2025 - 11:59am

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

PREPARED FOR:
KELLY J. CONNOR
9204 GEM VIEW LN
MOUNT HOREB, WI 53572

SURVEYED BY: ---
DRAWN BY: AMS
APPROVED BY: ZMR

PROJECT NO: 24-1275
SHEET NO: 1 of 1





AGENDA ITEM REPORT

MEETING DATE

April 2, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 5.d

Consideratoin of Resolution 2025-03 Conditional Use Permit Application to allow Indoor Commercial Entertainment (café/restaurant) at 100 S First St

BACKGROUND

The applicant is converting the building from an office use to a retail and would like to include space for a restaurant or café. This type of use is a conditional use in the Downtown Central Business zoning district. They do not have formalized plans for this yet but would like to get approval for this use in the building. I received a call from a neighboring business and property owner and once they found out the CUP was for a restaurant/cafe, they had no concerns. The Plan Commission held a public hearing and received no public comments. The Plan Commission recommends approval.

RECOMMENDATION

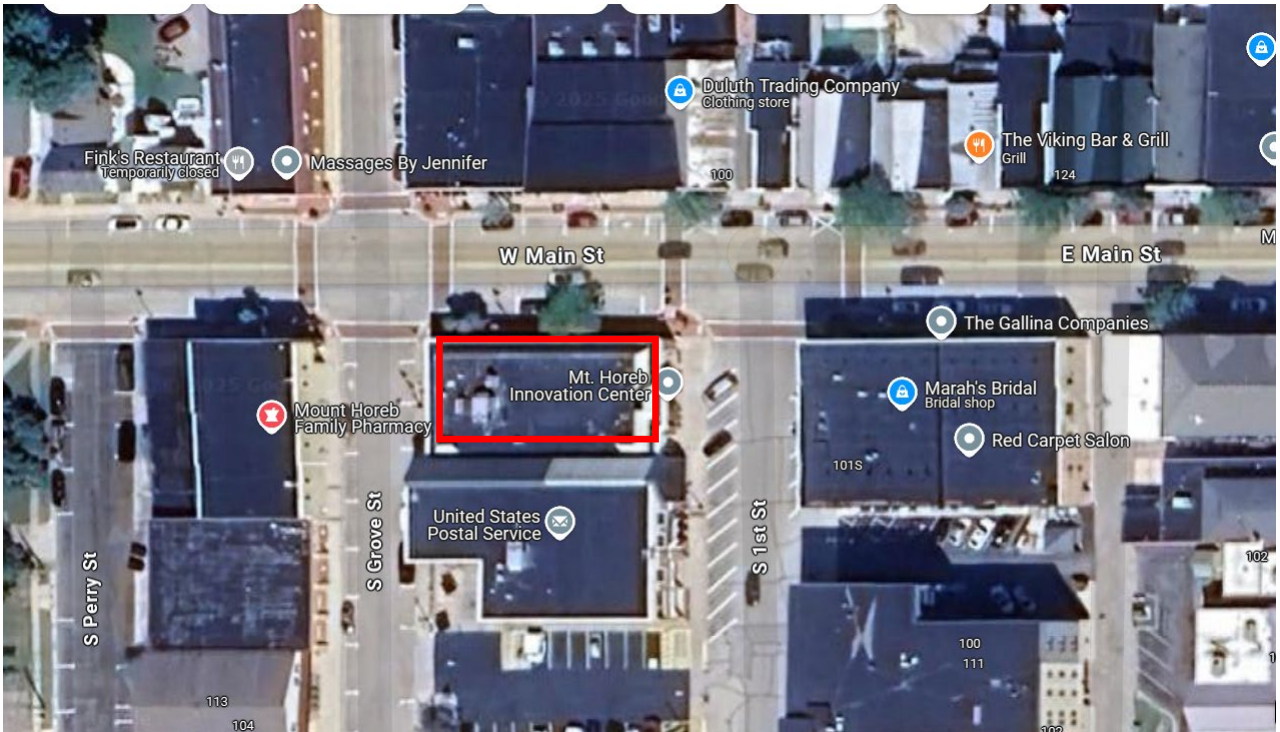
ATTACHMENTS

1. 100 S First PH 300 letter
2. Conditional Use Narrative 100S 022425
3. Mount Horeb Innovation Center- Site Plan
4. reso 2025-03 CUP 100 S First St Indoor Entertainment

VILLAGE OF MOUNT HOREB
PUBLIC HEARING
March 26, 2025

The Plan Commission of the Village of Mount Horeb will hold a public hearing on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. The purpose of the hearing is to consider a Conditional Use Permit Application from Nick Badura from Sketchworks Architects for Indoor Commercial Entertainment at 100 S First St, Mount Horeb, WI. Parcel 0606-123-2116-5.

The Plan Commission will hear all persons concerning all matters and/or objections written or oral pertaining thereto at that time.



PUBLISH: Mount Horeb Mail March 6, 2025
March 13, 2025

PROPERTY OWNERS: – You received this public hearing notice as you own property within 300 feet of the above request. You are welcome to join the public hearing or contact the Village Administrator with any questions at (608) 437-9409 or email nic.owen@mounthorebwi.info.

Conditional Use Narrative

Narrative Description:

The current Use at 100S 1st Street "Mount Horeb Innovation Center", is "Office". Previously remodeled in appx 2014 by Duluth Trading Co. It has Common Cafeteria Areas, Seating in Atrium, 3 Floor Elevator.

The office areas are cubicles. Office Space demand in the general Madison and surrounding areas has considerably decreased over the past several years. We have had a diminishing occupancy in the building, two Main Tenant have exited in last 90 days, which make up appx 50% of the rentable area. The Post Office is located in the lower rear, and we have gotten a really great relationship with the team there. And it is always a high foot traffic area and a positive experience for the public.

We see this location and building at 100 S 1st to be a Central Traffic Area to the Business District downtown. We wish to enhance that.

Building ownership sought out Rachel LaCasse-Ford at the Chamber of Commerce for Ideas for the downtown, and also Kristen Fish-Peterson to establish an understanding of the downtown direction. We have learned that there is an interest in energizing the downtown area with more visitor activity to support local businesses. Also keep the Business District intact and retain the Historical Nature of the area.

The "Innovation Center" naming is confusing. We get calls frequently of people wanting to visit, or know what it is. It was intended in the past to be an Incubation Center for small businesses. Had very good intents and purposes. We have advertised this last year all year, and did not get any prospective small business tenant options.

I am a Business Owner in Madison, and Resident of Mount Horeb. I have always visited downtown, lived in, raised children, and lived in Mount Horeb/Verona area.

We have visited and talked to many businesses in the area. We can see the foot traffic on weekends. We believe we can enhance the Experience and provide much support and attraction to the Business District, all the Businesses there, and the local Community by converting this building to a usable Open Commerce Location.

The building Total Square Footage is 23,200 SF. Consists of 7000 SF on Main Floor, Appx 7000 SF on the Upper Floor, and 3000 SF in basement. Once cubicles are removed, these areas are an open concept. And easily convertible to larger spaces.

We intend go a couple of different directions with the space. Pop up shows, such as Art Events, Trade Events, Class Gatherings (Crochet, Art, Seminars) are in demand. We would like to set up permanent sections of the space for Retail Displays by local artists, and artists sourced from other areas. These could be Craft items, Paintings, and all things Made by Maker's. The area in the lower level was used as a Church the past few years, which provided for 60 or more people at a time. Areas like this can be utilized for Private Events and Classes.

All these uses will provide additional people visiting the areas, staying, and also frequenting the local downtown establishments for Food and Beverage. It would be our intention to partner with the downtown business with cross-benefit activities.

As part of this conversion, a Food and Beverage area on the Main Floor will be installed. This is general sitting areas, Entertainment areas, and Food and Beverage Services. We do not have any vendors yet to provide these services. Will submit conditional Use Applications for these.

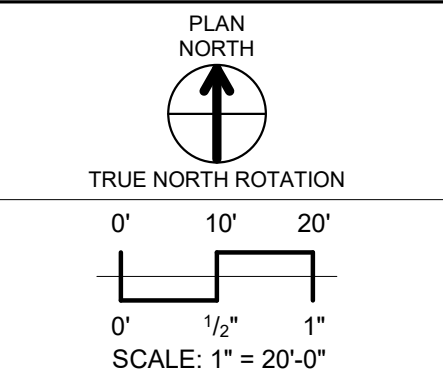
Our Architects at Sketchworks Architects in Middleton have done a complete Code Review on the building. We have submitted plans for a Sprinkler installation in the building (which was previously non-sprinklered), provide the proper Entry/Egress, Bathrooms, and Facilities to accommodate an "Assembly" Use and "Mercantile" traffic.

Exterior of building and signage would be a future proposed change to the building adhering to local requirements.

Hours of Operation are unknown at this time. It seems more weekend traffic and evenings is most likely.

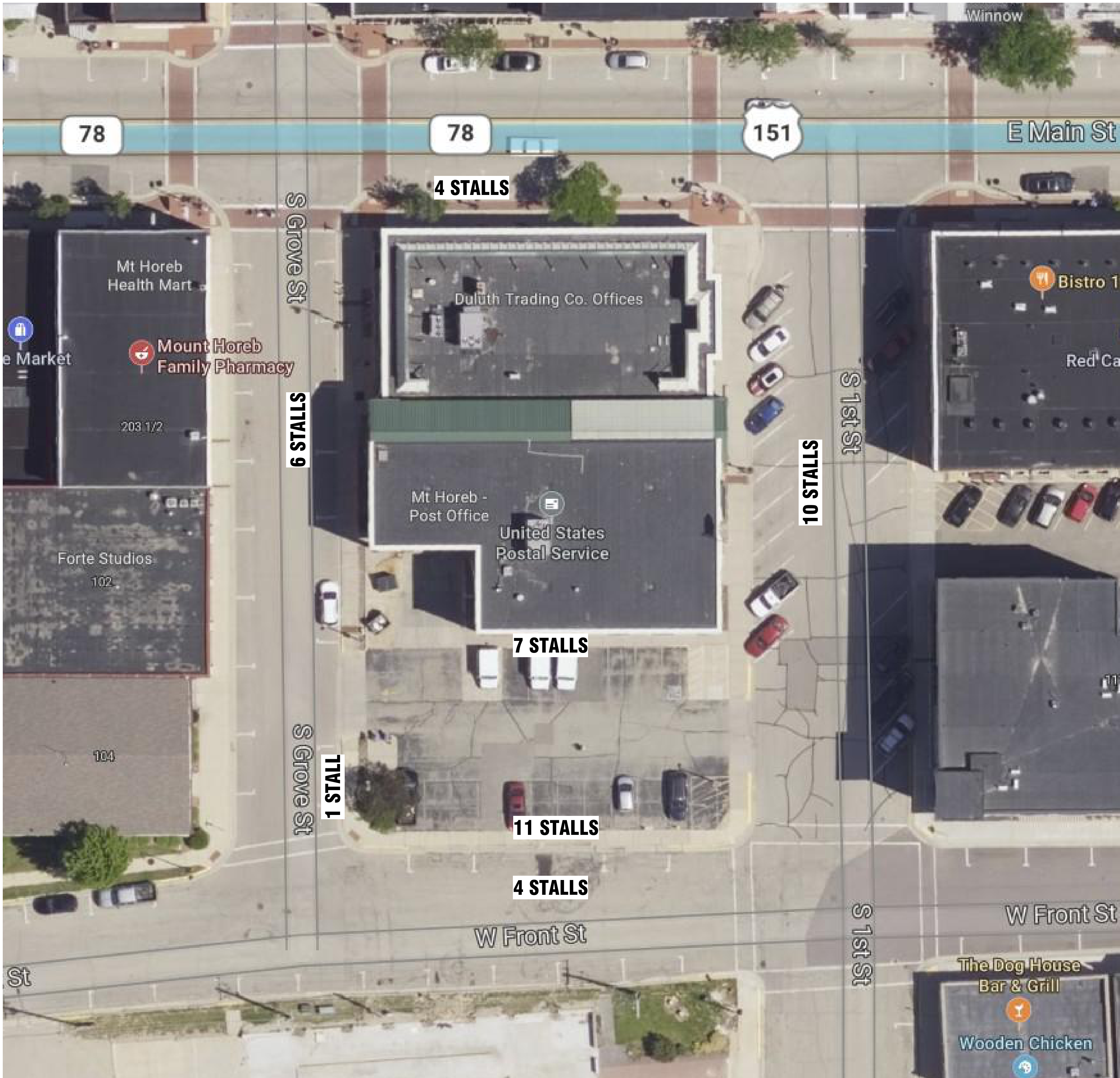
[illegible]

PROJ. #:	24128-02
 SKETCHWORKS ARCHITECTURE 2024	



ARCHITECTURAL SITE PLAN

AS101



1 ARCHITECTURAL SITE PLAN

RESOLUTION 2025-03

CONDITIONAL USE PERMIT TO ALLOW INDOOR COMMERCIAL ENTERTAINMENT IN THE CB CENTRAL BUSINESS DISTRICT

WHEREAS, an application for a Conditional Use Permit to allow indoor commercial entertainment for a proposed café/restaurant at 100 S First Street, parcel 0606-123-2116-5, has been filed with the Village of Mount Horeb by Tyler Marks-Brickpoint Properties; and

WHEREAS, said property is currently zoned CB Central Business in which the Zoning code 17.43(2)(b) states that Indoor Commercial Entertainment is a permitted conditional use; and

WHEREAS, the matter was the subject of a public hearing before the Plan Commission/Historic Preservation Commission on March 26, 2025, after due notice as required by law; and

WHEREAS, the Plan Commission is recommending approval of the following Conditional Use from Village Code 17.43(2)(b).

WHEREAS, after due consideration and being fully advised in the premises, the Board of Trustees of the Village of Mount Horeb deems it to be in the interest of the general public to allow the desired exception of said property, as hereinafter set forth, as a Conditional Use; and

WHEREAS, the proposed use is consistent with the Village of Mount Horeb Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Village of Mount Horeb, Dane County, Wisconsin, that a Conditional Use Permit to allow Indoor Commercial Entertainment at 100 S First Street is hereby granted.

Introduced and passed this 2nd day of April 2025.

By: _____
Ryan Czyzewski, Village President

ATTEST:

Alyssa Gaffney, Village Clerk

Village of Mt Horeb
Street Use Permit Application

\$20.00

Waived

Applicant Name: Mt. Horeb Summer Frolic Committee

Address: _____ Telephone: _____

Event Sponsor (if different than above): NA

Address: _____ Telephone: _____

Responsible Person(s) (if different than above): Randy Hefty

Address: _____ Telephone: (608) 513-2627

Event Information

Start date: 6-15-2025 Time: 9:00 AM End Date: 6-15-2025 Time: 2:00 PM

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

Detailed description of street(s) proposed to be used: Garfield to 1st, 1st to Henry,
Henry to Grundahl Park

Estimated number of persons: 80 to 90 units (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): Parade Vehicles + Personnel on Streets

If using recording or sound amplification equipment please describe: _____

MC at Center Avenue

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

Street Cones + Barricades

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.

Randy Hefty
Signature

3-4-2025
Date

CHIEF OF POLICE: ACCEPTED DECLINED VILLAGE ADMINISTRATOR: _____ ACCEPTED _____ DECLINED

RECEIPT#: _____ LICENSE# _____

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

\$20.00



Applicant Name: Mount Horeb Area Historical Society
Address: 100 S. 2nd St., Mt Horeb Telephone: 608-437-6486
Event Sponsor (if different than above): -
Address: _____ Telephone: _____
Responsible Person(s) (if different than above): Destinee Udelhoven, Director
Address: 304 N. 8th St., Mt Horeb Telephone: 605-840-0037

Event Information

Start date: Sat, May 10 Time: 8am End Date: Sat, May 10 Time: 4pm
Include set-up and tear-down/clean-up time

Detailed description of street(s) proposed to be used: Front St, between
Driftless Historium and Martinson Hall
Front to Hoff Mall lot

Estimated number of persons: 100 (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): Ribbon cutting for new Front Street
mural, with musical/yodeling performance.
Chairs set up for spectators.

If using recording or sound amplification equipment please describe: Portable speaker
system for amplification

Designate any public facilities or equipment to be used (additional costs may be incurred):
traffic barriers + road cones

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.

Destinee Udelhoven
Signature

2-27-25
Date

CHIEF OF POLICE: 3/20/2025 ACCEPTED _____ DECLINED VILLAGE ADMINISTRATOR: _____ ACCEPTED _____ DECLINED

RECEIPT#: 6.000347 LICENSE# _____

Village of Mt Horeb
Street Use Permit Application

\$20.00

pd

Applicant Name: Hyle Heene Entertainment LLC

Address: 1910 Tyrol Terrace Telephone: 215-882-0465

Event Sponsor (if different than above): _____

Address: _____ Telephone: _____

Responsible Person(s) (if different than above): _____

Address: _____ Telephone: _____

Event Information

Start date: 7/24/2025 Time: 8:00 am End Date: 7/27/2025 Time: 6:00 pm
(Include set-up and tear-down/clean-up time)

Detailed description of street(s) proposed to be used: Parkway Dr and Blue Mounds Street (from W Garfield south to Menck View Road)

Estimated number of persons: 4,500 (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): looking to close off on July 26th only for safety and parking.

If using recording or sound amplification equipment please describe: 3 stages with full amplification, but within the park, not on the street

Designate any public facilities or equipment to be used (additional costs may be incurred): used electricity and restroom in the park

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.

[Signature]
Signature

2/25/2025
Date

CHIEF OF POLICE: [Signature] ACCEPTED _____ DECLINED VILLAGE ADMINISTRATOR: _____ ACCEPTED _____ DECLINED

RECEIPT#: _____ LICENSE# _____

**VILLAGE OF MOUNT HOREB
PUBLIC AMUSEMENTS AND SHOWS APPLICATION FORM**

Fee: \$20.00

☒ One Day Event

☐ Annual Permit

Sponsors of Event: Kyle Heene Entertainment LLC
Contact Name: Kyle Heene
Mailing Address: 1960 Tyrol Terrace Mount Horeb, WI 53572
Telephone Number: 215 882 0465
Date of Birth: 04/30/1979
Drivers License or Other Form of Identification: W500-5017-9150-00
Detailed Description of Event: Country Music Festival - 3 stages, food and
retail vendors, fundraiser for 2 non-profits
Dates/Time: July 26, 2025 11am - midnight
Exact Location of Event and Premises Description: Grunwald Park - not using baseball
field.

Will an Application for Temporary Beer or Wine License be filed? Yes
Has applicant submitted an application form with the village in the past two years? No
If so, please describe event, including dates: _____

I certify that all information provided on this form is true and correct. I am familiar with the laws, ordinances and regulations and I hereby agree, if granted said permit, to obey all provisions of said laws. I agree to comply with all applicable building, electrical and plumbing codes. I hereby authorize employees of the Village of Mt. Horeb to obtain information and records from law enforcement agencies, or other sources, to verify the information contained in this application.

[Signature]
Signature

2/25/2025
Date

Subscribed and sworn to before me
this 25th day of February, 2025

[Signature]
Village Clerk or Notary Public
My commission expires _____

Application Date: 2/25/25 Village Clerk Approval: _____
Police Chief Approval: [Signature] Building Inspector Approval: _____
Comments: _____
Board Approval Date: _____ Conditions of Approval: _____



HERITAGE
COMMUNITY
OPPORTUNITY

Village of Mount Horeb

138 E Main Street

Mount Horeb, WI 53572

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

Email: mhinfo@mounthorebwi.info Website: www.mounthorebwi.info

PROCLAMATION RECOGNIZING NATIONAL LIBRARIES WEEK

Whereas, libraries spark creativity, fuel imagination, and inspire lifelong learning, offering a space where individuals of all ages can explore new ideas and be drawn to new possibilities;

Whereas, libraries serve as vibrant community hubs, connecting people with knowledge, technology, and resources while fostering civic engagement, critical thinking, and lifelong learning;

Whereas, libraries provide free and equitable access to books, digital tools, and innovative programming, ensuring that all individuals—regardless of background—have the support they need to learn, connect, and thrive;

Whereas, libraries empower job seekers, entrepreneurs, and lifelong learners by providing access to resources, training, and opportunities that support career growth and economic success;

Whereas, libraries nurture young minds through story times, STEAM programs, and literacy initiatives, fostering curiosity and a love of learning that lasts a lifetime;

Whereas, libraries protect the right to read, think, and explore without censorship, standing as champions of intellectual freedom and free expression;

Whereas, dedicated librarians and library workers provide welcoming spaces that inspire discovery, collaboration, and creativity for all;

Whereas, libraries, librarians, and library workers across the country are joining together to celebrate National Library Week under the theme “Drawn to the Library”;

Now, therefore, I, Ryan Czyzewski, do hereby proclaim the week of April 6th-12th 2025 National Library Week in the Village. I call upon all Village residents to visit their library, explore its resources, and celebrate all the ways that the library draws us together as a community.

DATED this 2nd day of April 2025.

Signed: _____
Ryan Czyzewski, Village President



AGENDA ITEM REPORT

MEETING DATE

April 2, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 6.b

Presentation of Library Annual Report

BACKGROUND

Library Director Jessica Willams will present the annual library report to the Village Board and field questions.

RECOMMENDATION

ATTACHMENTS

1. WI.MTH.Final.2024.Signed



Wisconsin Department of Public Instruction
PUBLIC LIBRARY ANNUAL REPORT
PI-2401 (Rev. 01-25)
S. 43.05(4) & 43.58(6)
FOR THE YEAR 2024

INSTRUCTIONS: Complete and return electronic, signed copy of the form and attachments to the library system. Confirm with the library system if printed, signed copies are required.

Board-approved, signed annual reports for 2024 are due to the DPI Division for Libraries and Technology no later than March 1, 2025.

I. GENERAL INFORMATION

1. Name of Library Mount Horeb Public Library		2. Public Library System South Central Library System			
3b. Head Librarian First Name Jessica	3c. Head Librarian Last Name Gretzinger	4a. Certification Grade Grade 1	4b. Certification Type Regular		5. Certification Expiration Date 10/31/2027
6a. Street Address 105 Perimeter St.	6b. Mailing Address or PO Box 105 Perimeter St.	7. City / Village / Town Mount Horeb	8a. ZIP 53572	8b. ZIP4 2013	9. County Dane
10. Library Phone Number 6084375021	11. Fax Number (608)437-6264	12. Library E-mail Address of Director jessica.gretzinger@mounthorebwi.info			
13. Library Website URL www.mhpl.org		14. No. of Branches 0	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 0	
17. Does your library operate a books-by-mail program? No	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No				
20. Square Footage of Public Library 16,000	21a. Did your library or a branch move to a new facility during the fiscal year? No	21b. Did your library or a branch renovate or expand an existing facility during the fiscal year? No	22. UEI Number ESBXGKKGM977		

HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (No interior service for the public)
19a. Winter hours open per week	61	0	0
19b. Number of winter weeks	52	0	0
19c. Summer hours open per week		0	0
19d. Number of summer weeks		0	0
19e. Total weeks per year	52	0	0
19f. Total hours per year for this location	3,172	0	0

II. LIBRARY COLLECTIONS					
			a. Number Owned / Leased	b. Number Added	
1. Books in Print			53,961	4,110	
2. Physical Subscriptions			68		
3. Physical Audio Materials			5,167	227	
4. Physical Video Materials			6,071	456	
5. Other Physical Materials			1,011		
6. Total Physical Items in Collection			66,210		
			Purchased solely by the Library	Purchased via a System, Consortium or Cooperative Agreement	Provided by the State
7. E-books			Yes	Yes	No
8. E-serials			No	Yes	No
9. E-audio			Yes	Yes	No
10. E-video			Yes	No	No
11. Research Databases			Yes	No	Yes
12. Online Learning Platforms			No	No	Yes
III. LIBRARY SERVICES					
1. Physical Circulation Transactions			2. Interlibrary Loans		
a. Total Circulation	b. Children's Materials	c. Other Physical Items	a. Items Loaned <i>Provided to</i>	b. Items Received <i>Received from</i>	
164,719	90,826	5,671	67,700	55,140	
			Method for Counting ILL Transactions Total ILL Transactions		
(Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)			Items Loaned to Other Libraries <i>Provided to</i>	Items Borrowed from Other Libraries <i>Received from</i>	
Integrated Library Systems (ILS)					
WISCAT					
Other (includes OCLC, manual tracking or other methods)					
3. Electronic Content Circulation Transactions					
a. E-books	b. E-serials	c. E-audio	d. E-video	e. Children's E-materials	f. Total E-materials
15,178	3,081	21,918	523	3,031	40,700
4. Number of Registered Users			5. Overdue Fines		6. Reference Transactions
a. Resident	b. Nonresident	c. TOTAL	a. Method		b. Annual Count
4,149	2,542	6,691	Survey Week(s)		5,247
					7. Library Visits
					a. Method
					b. Annual Count
					Actual Count
					122,202
8. Uses of Public Internet Computers					
a. Number of Public Use Computers	b. Number of Public Use Computers with internet access	c. Method	d. Annual Count	9. Uses of Public Wireless Internet	
12	10	Actual Count	4,472	a. Method	b. Annual Count
				Actual Count	140,990

LIBRARY PROGRAMS AND ATTENDANCE

Total In-Person and Live, Virtual Statistics by Age

	Young Child (0-5)	Child (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)
Number of Programs	124	52	20	118	100
Total Attendance	4,989	2,099	456	1,503	5,462

Total Program Statistics by Program Category

	In-Person On-Site	In-Person Off-Site	Live, Virtual	Pre-recorded	
Number of Programs	393	21	0	0	
Total Attendance	13,045	1,464	0		
Total Program Views				0	

Describe the library's in-person programs:

Storytimes, Toddler Music, Homeschool Hour, Early Release Days, Book Club/Discussion, Cooking Classes, Lectures, Sustainability Programs, Tech Programs, Community-Wide Read Programs.

Which platforms does the library use to host the library's live, virtual programs:

N/A

Describe the library's live, virtual programs:

We did not hold virtual, live virtual, or recorded live virtual programming in 2024.

Which platforms does the library use to host the library's pre-recorded programs:

N/A

Describe the library's pre-recorded programs:

We did not offer pre-recorded programming in 2024.

IV. LIBRARY GOVERNANCE

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

First Name	Last Name	Street Address	City	ZIP+4	Email Address
PRESIDENT					
1. Paula	Craft	204 Ellen Court	Mount Horeb	53572	pmaziel@mhtc.net
2. James	Leary	209 S. 4th St.	Mount Horeb	53572	jpleary@wisc.edu
3. Patrick	Maguire	10168 Spring Valley Dr	Mount Horeb	53572	patrick.maguire1728@gmail
4. Linda	Bullette	303 Brookwood Dr.	Mount Horeb	53572	lebull@mhtc.net
5. Kimberly	Hillary	1304 E. Lincoln St.	Mount Horeb	53572	hillarykimberly@mhasd.k1
6. Sarah	Miller	400 Hilltop Dr.	Mount Horeb	53572	sarah.pare@gmail.com
7. Tim	White	131 Jennifer Circle	Mount Horeb	53572	tim.white@mounthorebwi.i
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
No. of Library Board Members Include vacancies in this count					
7					

V. LIBRARY OPERATING REVENUE
Report operating revenue only. Do not report capital receipts here.

1. Local Municipal Appropriations for Library Service Only Joint libraries report more than one municipality here

Municipality Type	Name	Amount
Village	Mount Horeb	\$512,132
Subtotal 1		\$512,132

2. County

a. Home County Appropriation for Library Services

Subtotal 2a \$225,955

a. Other County Payments for Library Services

County Name	Amount	County Name	Amount
Columbia	\$55		
Green	\$5,359		
Iowa	\$24,492		
Sauk	\$637		
Subtotal 2b			\$30,543

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
SCLS Youth Literacy Grant	\$475		
b. Funds Carried Forward from Previous Year	\$0	c. Other State Funded Program	0
Subtotal 3			\$475

4. Federal Funds Name of program—for LSTA grant awards, grant number, and project title

Program or Project	Amount
	\$0
	\$0
	\$0
	\$0
Subtotal 4	\$0

5. Contract Income From other governmental units, libraries, agencies, library systems, etc.

Name	Amount	Name	Amount
	\$0		\$0
	\$0		\$0
Subtotal 5			\$0

6. Other Funds Carried Forward and Expended. Do not include state aid. Report state funds in 3b above.

\$80,210

7. All Other Operating Income

\$42,907

8. Total Operating Income Add 1 through 7

\$892,222

9. What is the current year annual appropriation provided by governing body(ies) for the public library?

\$530,057

10. Was the library's municipality exempt from the county library tax for the report year? Wis. Stat. s. 43.64(2)

Yes

VI. LIBRARY OPERATING EXPENDITURES				
Report operating expenditures from all sources. Do not report capital expenditures here.				
1. Salaries and Wages Include maintenance, security, plant operations		2. Employee Benefits Include maintenance, security, plant operations		
\$432,409		\$127,420		
3. Library Collection Expenditures				
a. Print Materials	b. Electronic Materials	c. Audiovisual Materials	d. All Other Library Materials	Subtotal 3
\$60,410	\$12,606	\$18,855	\$1,639	\$93,510
4. Contracts for Services Include contracts with other libraries, municipalities, and library systems here. Include service provider.				
Provider	Description	Type	Amount	
	SCLS Overdrive	Contract	\$5,800	
	SCLS Overdrive Magazines	Contract	\$402	
	SCLS Overdrive Advantage	Contract	\$694	
	SCLS ILS & Tech		\$45,610	
		Contract		
			Subtotal 4	\$52,506
5. Other Operating Expenditures				\$177,860
6. Total Operating Expenditures Add 1 through 5				\$883,705
7. Of the expenditures reported in item 6, what were operating expenditures from federal program sources?				\$0
VII. LIBRARY CAPITAL REVENUE, EXPENDITURES, DEBT RETIREMENT, AND RENT				
1. Capital Income and Expenditures by Source of Income				
Do not report any expenditures reported above. Provide a brief description of any expenditures.				
Source	Brief Description of Expenditure	Revenue	Expenditure	
a. Federal	ARPA Funds - Outdoor Shelter, Sidewalk	\$40,000	\$38,535	
b. State		\$0	\$0	
c. Municipal	Retaining Wall / Indoor Painting & Patch work	\$21,926	\$21,926	
d. County		\$0	\$0	
e. Other		\$0	\$0	
2. Debt Retirement	3. Rent Paid to Municipality/County	Total Revenue		Total Expenditure
\$0	\$0	\$61,926		\$60,461
VIII. OTHER FUNDS HELD BY THE LIBRARY BOARD				
1. Total Amount of Other Funds at the End of Year				\$421,702
IX. FUNDS PAID OR TRANSFERRED TO THE LIBRARY BOARD FINANCIAL SECRETARY				
1. Total Amount of Section IX Funds at End of Year				\$0

X. STAFF

1. Personnel Listing. Libraries with 15 or fewer employees may report all staff under 1a. Libraries with more than 15 employees, list head librarian, chief assistants, branch librarians, division heads, and other supervisory personnel in 1a. and all other positions in 1b.

a. Employees Holding the Title of Librarian. Indicate advanced degrees in Type of Staff.

[illegible]

X. STAFF (cont'd.)

b. Other Paid Staff See *Instructions*

[illegible]

2. Library Staff Full-Time Equivalents (FTEs). Divide the total hours worked per week for each category by 40 to determine full-time equivalents.

a. Persons Holding the Title of Librarian			b. All Other Paid Staff (FTE)	
Master's Degree from an ALA Accredited Program (FTE)	Other Persons Holding the Title of Librarian (FTE)	Subtotal 2a	Include maintenance, plant operations, and security	c. Total Library Staff (FTE)
3.50	2.50	6.00	3.42	9.42

XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS

1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents <i>See instructions for definition of nonresident</i>			69,777
Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.	a. Those with a Library	b. Those without a Library	c. Subtotal
2. Circulation to Nonresidents Living in the Library's County	7,919	47,153	55,072
3. Circulation to Nonresidents Living in Another County in the Library System	436	1,108	1,544
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System	4,209	7,932	12,141
5. Circulation to All Other Wisconsin Residents	1,007	6. Circulation to Persons from Out of the State	13
7. Are the answers to items 1 through 6 based on actual count or survey/sample? Actual	8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)? No	8b. If yes, does the library allow residents in adjacent systems to purchase library cards?	
9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library			
Name of County	Circulation	Name of County	Circulation
a. Columbia	19	f. Rock	0
b. Dodge	0	g. Sauk	32
c. Green	1,057	h.	
d. Iowa	7,932	i.	
e. Jefferson	0	j.	

XII. TECHNOLOGY (Not included in 2024 Report)**XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS**

1. Self-directed Activities: *Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.*

	a. Children (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities	0	0	5
Total Self-Directed Activity Participation	0	0	15
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	3	20	28
Total Self-Directed Activity Participation	107	1,827	1,949

2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here.

a. First Name	b. Last Name	c. Email Address
Hannah	Klapperich-Mueller	hannah.klapperich-mueller@mounthorebwi.info

3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here.

a. First Name	b. Last Name	c. Email Address
Melissa	Roelli	melissa.roelli@mounthorebwi.info

XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

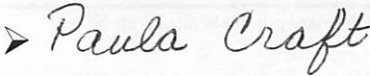
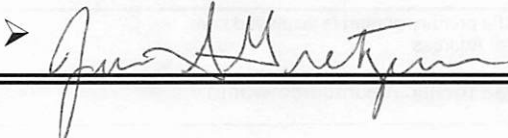
We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats.

A check (X) or a mark in the checkbox indicates compliance with the requirement.

- ☒ The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- ☒ The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- ☒ The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and country library services), and s. 43.60(3) (library extension and interchange)].
- ☒ The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- ☒ The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6].
- ☒ The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- ☒ The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- ☒ The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- ☒ The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- ☒ The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- ☒ The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

XV. CERTIFICATION

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Paula Craft	02/20/2025
Library Director / Head Librarian Signature	Library Director / Head Librarian Print or type	Date Signed
	Jessica Gretzinger	2/20/2025

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County

Dane

The Mount Horeb Public Library Board of Trustees hereby states that in 2024 the South Central Library System
Name of Public Library *Name of Public Library System / Service*

- ☒ did provide effective leadership and adequately met the needs of the library.
- ☐ did not provide effective leadership and did not adequately meet the needs of the library.

Indicate with an X one of the above statements

Explanation of library board's response. *Attach additional sheets if necessary.*

Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to LibraryReport@dpi.wi.gov.

XV. CERTIFICATION

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Paula Craft	02/26/2025

COMMENTS

SECTION III

3a. E-book Circulation

13,909 Libby + 1,269 Hoopla = 15,178--2025-01-23

3c. E-audio Circulation

18,023 Libby + 3,895 Hoopla = 21,918--2025-01-23

3d. E-video Circulation

523 Hoopla--2025-01-23

3f. Total Circulation of Electronic Materials

Includes Libby and Hoopla totals.--2025-01-23

SECTION V

Total Revenue

\$791,473 Village Revenues

+\$5,288 Endowment dist.

+\$5,000 Louise Kindlund Bequest

+\$5,000 Disrud Estate

+\$4,900 Grants

+\$351 Hamady Donation

+\$80,210 Fund Balance Expenses

Total = \$892,222--2025-02-11

SECTION VI

b. Electronic Content

We actually count what we put toward our SCLS Overdrive purchases as Electronic so that actual total would be \$19,502 on Electronic Materials. Separating it out under "Contracts" give the perception that we did not put that much toward Electronic content.--2025-02-06

5. Other Operating Expenditures

\$871,683 Village Expenses

+\$2,834 Louise Kindlund Bequest

+\$3,900 Grants

+\$5,288 Endowment

Total = \$883,705--2025-02-11

Other Library Funds

Beginning Balance of Other Funds Under Library Board Control

\$226,850 Library Endowment

\$247,528 Library Fund Balance--2025-02-11

Additions

Endowment Additions = \$25,214

Special Project Additions 2024 to be spent in 2025 = \$8,517--2025-02-11

Subtractions

Endowment Fund Subtractions = \$6,197

Fund Balance Subtractions = \$80,210

Total Subtractions = \$86,407--2025-02-11

Total Amount of Other Funds at End of Year

Library Endowment Ending Balance = \$245,867

Library Fund Ending Balance = \$167,318

Special Projects = \$8,517--2025-02-11

SECTION IX

Beginning Balance of Section IX Funds

The Library's Endowment Fund will now be accounted for under "Other Funds Held by the Library Board" as of 2024 per DPI definitions.--2025-01-23

Total Amount of Section IX Funds

The Library's Endowment Fund will now be accounted for under "Other Funds Held by the Library Board" as of 2024 per DPI definitions.--2025-01-23

SECTION XII

5. Does your library filter every library-owned computer for obscene content (including staff computers) and have a board-approved internet safety policy?

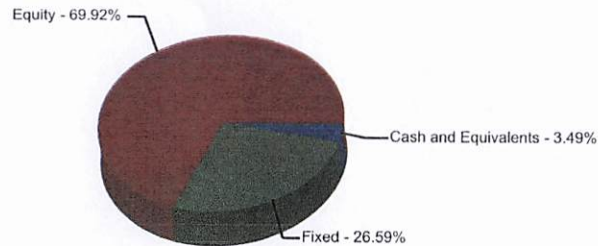
We do not filter. We DO have a Library Board approved internet safety policy. This question should be separated into 2.--2025-01-23

Account Summary

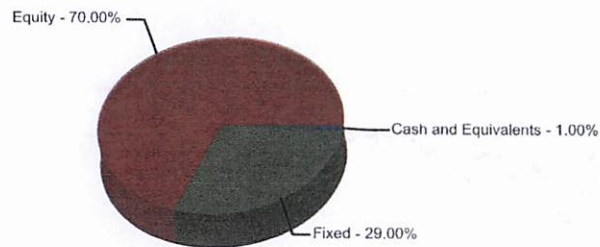
October 01, 2024 through December 31, 2024

Portfolio Summary

Actual



Target



	Market Value	Percent	Estimated	Current
	Current Date	Of Total	Ann Income	Yield
Total Account	245,866.52	100.00	5,342.79	2.17
Equity	171,910.29	69.92	2,061.14	1.20
Fixed	65,366.00	26.59	2,868.46	4.39
Cash and Equivalents	8,590.23	3.49	413.19	4.81
Net Cash	0.00			

Activity Summary

Current Period
10/01/2024-12/31/2024Year To Date
01/01/2024-12/31/2024

	Current Period	Year To Date
Beginning Market Value	\$ 250,439.24	\$ 226,850.47

- beginning

Contributions

Cash Deposits	0.00	1,600.00
Asset Deposits	0.00	0.00
Total Contributions	0.00	1,600.00

Withdrawals

Cash Disbursements	0.00	-5,000.00
Asset Withdrawals	0.00	0.00
Management Fees	-312.33	-1,197.38
Total Withdrawals	-312.33	-6,197.38

- subtractions

Investment Income

Tax Free Interest	0.00	0.00
Taxable Interest	37.84	168.24
Dividends	2,253.83	5,068.76
Return of Capital	0.00	0.00
Other	6,005.04	6,061.79
Total Investment Income	8,296.71	11,298.79

- additions

Investment Change	-12,557.10	12,314.64
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Ending Market Value	\$ 245,866.52	\$ 245,866.52
---------------------	---------------	---------------

- Ending



AGENDA ITEM REPORT

MEETING DATE

April 2, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 6.c

Brookstone Hills Subdivision Final Plat

BACKGROUND

This project includes a request for the rezoning of the undeveloped land to R-1 Single-Family Residential for the development of 16 single-family lots and a final plat application. We received one public comment from a neighbor opposed to the project. Their email is included in your packet. The rezoning request is consistent with the Planned Neighborhood future land use designation for this property in our Comprehensive Plan and the Plan Commission recommends approval of the rezone and approval of the final plat contingent on the Village engineer's comments.

At last month's meeting, we approved the preliminary plat which essentially establishes the number of lots and general layout. This month we will be considering the final plat which gets into the details of the infrastructure, including water, sewer, electric, streets and stormwater. Village Engineer Rob Wright review comments on the plat are included in your packet and should be included if a motion is made to approve the final plat. The comments are technical in nature and staff are comfortable with them being approved administratively. If approved tonight, Village staff will work with the developer to prepare a development agreement which will establish the process for installing and acceptance of the infrastructure and, as requested, will include a provision requiring them to start work within a designated timeframe.

RECOMMENDATION

ATTACHMENTS

1. Fink rezone Agric to A-1 300 Letter
2. Plan-Commission-Application.2
3. 24-1229_Final_Plat-DRAFT 02-14-25
4. ord 2025-05 Brookstone Hills Rezone
5. LTR 2025-0221 Prelinary Plat Review
6. 2025-02-20_Brookstone Hills Final Plat Construction Plans
7. Brookstone Hills Subdivision Public Comments

VILLAGE OF MOUNT HOREB
PUBLIC HEARING
March 26, 2025

The Plan Commission of the Village of Mount Horeb will hold a public hearing on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. The purpose of the hearing is to consider an application from Norsk Development for a zoning change from A-1 Agriculture to R-1 Single-Family Residential for a proposed 16 lot single-family residential subdivision. Property further described as Parcel Number 157/0606-141-9051-1 Mount Horeb, WI.



The Village Board, by its Plan Commission will hear all persons concerning all matters and/or objections written or oral pertaining thereto at that time.

PUBLISH: February 27, 2025 Mount Horeb Mail
March 6, 2025 Mount Horeb Mail

PROPERTY OWNERS: You are receiving this notice as you own property that is within 300 feet of the proposed rezone. Please contact Village Administrator Nic Owen at 608 437-6884 ext 2109 or email nic.owen@mounthorebwi.info with any questions.



VILLAGE OF MOUNT HOREB
Zoning Administrator 608-437-9409
138 East Main Street
Mount Horeb, WI 53572

PLAN COMMISSION APPLICATION

PROJECT NAME: Unnamed Final Plat

Project Address N/A Parcel Number: 157/0606-141-9051-1

[Access Dane Link](#)

Zoning Map

Current Zoning N/A Future Land Use Zoning: R-1
[\(select zoning layer in map\)](#) [\(select future land use layer in map\)](#)

APPLICANT: <u>Norsk Development - Jeff Grundahl</u>	
ADDRESS: <u>455 S. Junction Rd., Madison, WI 53719</u>	
PHONE: <u>608-576-7850</u>	EMAIL: <u>jeff@jgdevelopment.com</u>

OWNER: <u>Diane V Fink</u>	
ADDRESS: <u>2732 STH 78, Mount Horeb, WI 53572</u>	
PHONE:	EMAIL:

PROJECT DESCRIPTION: Subdivision plat with 16 single-family residential lots
sized within a range of 0.23 acres to 0.32 acres situated to the north and two outlots covering 10.02 acres situated to the south
and east.

OWNER/APPLICANT SIGNATURE: _____ DATE: _____

FEES & DEPOSITS: (CHECK ALL THAT APPLY)

Application	Fee	Public Hearing-	Developer Deposit: An escrow deposit is required in accordance with the Development Application Agreement. Total Fee Paid: _____ Date: _____ Fee Waived By: _____
☐ Certificate of Appropriateness (for Central Business Zoning)	No Fee		
☐ Certified Survey Map (CSM) <i>scroll to Section 18.61 in schedule</i>	Schedule		
☐ Certified Survey Map Extraterritorial <i>scroll to Section 18.61 in schedule</i>	Schedule		
☐ Comprehensive Plan Amendment	\$150.00	Class One	
☐ Conditional Use Permit (changes in USE of property)	\$150.00	Class Two	
☐ Conditional Use Permit (planned development district)	\$200.00	Class Two	
☐ Design Review	\$100.00		
☐ General Development Plan (GDP)	\$200.00		
☐ Specific Improvement Plan (SIP)	\$300.00		
☐ Zoning Amendment (changes in zoning)	\$150.00	Class Two	
☒ Zoning Amendment (planned development district)	\$200.00	Class Two	
☒ Preliminary Plat			
☒ Final Plat			

The Village of Mount Horeb Plan Commission meets the fourth Wednesday of the month, unless noted on calendar. A schedule of deadlines can be found on the Zoning page of the Village website: [Plan Commission Calendar](#). **Consultation with the Village Administrator is highly encouraged to discuss procedure and necessary forms prior to any submittal.**

Note: applications requiring a public hearing will be scheduled for a hearing according to the publication deadline, with action considered at the scheduled Plan Commission meeting following the public hearing. Applicants are encouraged to contact the Village Administrator for a pre-application meeting to review the project and submittal requirements prior to submitting an official application.

Class One = Published in newspaper for one week / Class Two = Published in newspaper for two weeks

Application submittals should include:

- 1) Fully executed **Plan Commission Application**
- 2) Fully executed **Development Application Agreement** (attached)
 - A development agreement is a voluntary contract between a local jurisdiction and a person who owns or controls property within the jurisdiction, detailing the obligations of both parties and specifying the standards and conditions that will govern development.
- 3) Full payment for all associated fees
- 4) Written narrative of the proposed project
- 5) One electronic copy of **full submittal**
 - emailed to (2 parties) Nic.Owen@mounthorebwi.info and mhbuildinginspector@mounthorebwi.info,
 - or provided to our offices on a USB device or submitted via downloaded file

All **submittals** must contain the following to be considered complete:

- 1) Written narrative must include:
 - a. Owner and/or developer names and addresses
 - b. Where applicable; architect and/or engineer names and addresses
 - c. Description of proposed uses
 - d. Calculation indicating total site size, building floor area, number of parking stalls, amount of impervious surface, and amount of non-impervious green space
- 2) A scaled site plan which must include:
 - a. Name of project and date of plan preparation
 - b. Scale of drawing and north arrow
 - c. Property boundaries
 - d. Where applicable; both the one hundred (100) year recurrence interval floodplain and the floodway delineations
 - e. Where applicable; wetlands as delineated in the WDNR Wetland Inventory and 75' setback line from such wetlands
 - f. Existing and proposed easements on the subject property
 - g. Adjoining public street rights-of-way, street pavements, and sidewalk locations; existing and proposed driveways and curb cuts; and parking and loading areas
 - h. Location of existing and proposed building footprints with building and yard setback lines indicated
 - i. Location and size of any existing or proposed signs and fencing
 - j. Location and type of all outdoor lighting proposed to illuminate the site; including a photometrics plan of the site ([See Village Code Chapter 17.14 \(4\)](#))

- 3) Building Plans which must include:
 - a. Elevation drawing of each new or remodeled building façade, indicating height, materials and building dimensions
 - b. Colored renderings of all façades of the principal building showing the proposed colors
 - c. Building materials samples (upon request)
- 4) Grading and Stormwater Management Plan, including:
 - a. Existing and proposed topography shown at a contour interval of not less than two (2) feet at National Geodetic Vertical Datum
 - b. Location and dimension of Stormwater retention or detention basins and/or stormwater conveyances
- 5) Landscape Plan that meets all landscaping standards ([See Village Code Chapter 17.14\(25-27\)](#))
- 6) Parking Calculations
- 7) Escrow fees as outlined in the Development Application Agreement
- 8) Erosion Control and Stormwater Management Application and fees. *No person may begin a land disturbing construction activity or land developing activity subject to this division until the person has paid the Erosion Control Review and Inspection fee.
- 9) Erosion Control Plan
- 10) Signage Plan ([Village Code Chapter 17.171](#))
- 11) Design Review guideline ([See Village Code Chapter 17.14](#))
- 12) Refer to [Mount Horeb Village Code Chapter 17-Zoning Code](#) for all supporting details of required documentation.

DEVELOPMENT APPLICATION AGREEMENT

This Development Application Agreement (the “Agreement”) is made and entered into this ____ day of January, 2025, by and between the Village of Mount Horeb, a Wisconsin municipal corporation (the “Village”), and Norsk Development (the “Applicant”).

RECITALS

- A. The Applicant plans to file, or has filed, an application for approval by the Village of one or more of the following activities within the Village’s jurisdiction: site plan / conditional use permit / rezone / variance / other development (hereinafter referred to as the “Development”).
- B. The Village desires to review and take action on the Development in a timely manner in accordance with all applicable federal, state and local laws and regulations, and without unreasonable expense to Village taxpayers.
- C. The Applicant agrees and acknowledges that decisions and approvals regarding the Development are legislative determinations to be made in the Village’s discretion and that the Applicant’s compliance with this Agreement does not, in any way, entitle the Applicant to approval of the Development.
- D. The process of reviewing the plans and documents associated with the Development will cause the Village to incur direct and indirect expenses including, but not limited to, staff time and fees and expenses incurred by the Village for outside consultant services related to review of the Development (e.g., engineers, attorneys, accountants, planners, and other professionals).

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, and for good and valuable consideration, the Village and the Applicant agree as follows:

- 1. *Recitals.* The representations and recitations set forth in the foregoing paragraphs are material to this Agreement and are hereby incorporated into and made a part of this Agreement as though they were fully set forth in this paragraph.
- 2. *Applicant to Reimburse Village Review Costs.* The Applicant shall reimburse the Village for all direct and indirect costs and expenses related to the Village’s review of the Development. The direct and indirect costs and expenses include, but are not limited to, staff time and fees and expenses incurred by the Village for outside consultant services (e.g., engineers, attorneys, accountants, planners, and other professionals). For purposes of this Agreement, the direct and indirect costs and expenses shall be referred to as “Review Costs.” Village staff time shall be charged at current rates.

3. *Deposit Required to Fund Reimbursement Account.*

- a. To ensure that funds are readily available to the Village for reimbursement of the Review Costs as provided in paragraph 2 above, the Applicant shall deposit with the Village an amount determined by the Village Zoning Administrator to be used to pay the Review Costs (the “Deposit”). The Village Zoning Administrator shall use the following table as a guide to determine the amount of the Deposit:

- (1) Small additions (<2,500 sf) shall require a \$1,500 Deposit.
- (2) Small-sized projects (<5,000 sf) shall require a \$3,500 Deposit.
- (3) Medium-sized projects (<10,000 sf) shall require a \$5,500 Deposit.
- (4) Large-sized projects (>10,000 sf) shall require a \$10,000 Deposit.
- (5) In addition to the amounts identified in (1) through (4), any Development that requires a development agreement or tax incremental financing assistance from the Village shall require an additional \$5,000 to \$10,000 Deposit.

All Deposit amounts shall be determined by the Village Zoning Administrator in his/her sole discretion and are not subject to challenge by the Applicant. Generally small additions will be less than 2,500 square feet, small projects less than 5,000 square feet, medium projects less than 10,000 square feet and large projects are over 10,000 square feet.

- b. The Applicant is responsible for payment of all Review Costs regardless of whether the amount exceeds the amount initially deposited with the Village. The Village reserves the right to require the Applicant to deposit additional amounts if the Village Zoning Administrator determines that additional amounts are necessary because of the size of the Development or because the Reimbursement Account (defined below) has been depleted.
- c. The Deposit may be provided in the form of cash, a certified check, cashier’s check, personal check, or some other form as approved by the Village.
- d. The required Deposit must be made by the Applicant upon execution of this Agreement.
- e. The Applicant agrees and acknowledges that the Village will not process the application(s) associated with the Development and that the Village may suspend or otherwise stop activities associated with the Development if the Applicant fails to comply with this Agreement.
- f. The Village shall place and maintain the Deposit in a segregated, non-interest-bearing account to be used solely for the purpose of reimbursing the Review Costs in accordance with paragraph 4 below (the “Reimbursement Account”).

4. *Village Withdrawals from the Reimbursement Account.*
- a. After complying with the notification requirements of paragraph 4.b. below, the Village is entitled to make withdrawals from the Reimbursement Account to pay Review Costs in accordance with paragraph 2 above.
 - b. Not less than 5 days prior to making any withdrawal from the Reimbursement Account, the Village shall provide the Applicant with an itemized invoice for Review Costs incurred, together with a written notice of the Village's intent to withdraw such funds from the Reimbursement Account.
 - c. Withdrawals from the Reimbursement Account may be made as often as necessary to reimburse the Review Costs. In the event that the balance of Applicant's Reimbursement Account reaches \$1,000 or less, the Village shall have the discretion to continue withdrawing funds from the Reimbursement Account; to invoice the Applicant directly for payment; or to require the Applicant to pay additional monies to the Village, which monies shall be deposited in the Reimbursement Account. Payments for directly invoiced bills shall be due 30 days from the date the invoice is mailed to the Applicant.
 - d. Any amounts remaining in the Reimbursement Account after the Village has taken final action on the Development and all Review Costs have been paid shall be promptly refunded to the Applicant.
5. *Authority/Binding Effect.* The parties agree that the undersigned signatories to this Agreement have full power and authority to act on behalf of the Village and the Applicant, and that all necessary and enabling resolutions have been enacted. This Agreement shall bind the heirs, successors and assigns of the Applicant and the Village.
6. *Notification of Parties.*

Any notices to be provided under this Agreement may be made by delivery in person, by First Class mail, or by electronic mail (request a read receipt required) as provided below:

To Village: Village of Mount Horeb
 Village Administrator
 138 East Main Street
 Mount Horeb, WI 53572
 Email: Nic.Owen@mounthorebwi.info

To Applicant: Norsk Development
Attn: Jeff Grundahl
455 S. Junction Rd.
Madison, WI 53719
Email: jeff@jgdevelopment.com

7. *Severability.* If any provision of this Agreement is deemed invalid, then the invalidity of said provision shall not affect the validity of any other provision hereof.
8. *Amendment, Withdrawal, or Release.* This Agreement may be withdrawn, amended or released only by a written document duly executed by both parties.
9. *Effective Date.* This Agreement shall be effective commencing on the date indicated in the first paragraph above.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by the duly authorized individuals and officers below.

VILLAGE OF MOUNT HOREB

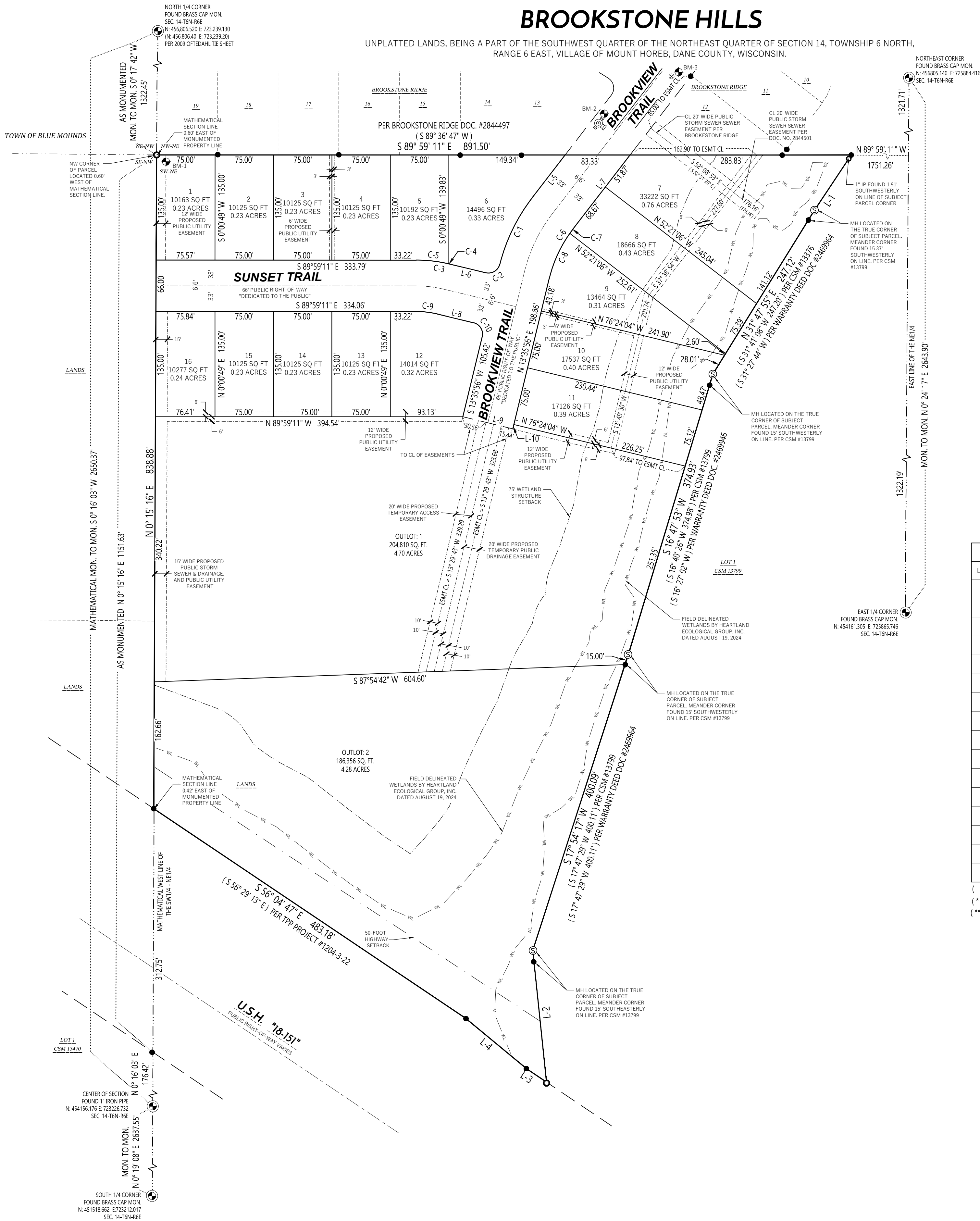
By: _____
Nicholas W Owen
Administrator

APPLICANT

By: _____
Print name: Jeff Grundahl
Title: _____

BROOKSTONE HILLS

UNPLATTED LANDS, BEING A PART OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 14, TOWNSHIP 6 NORTH, RANGE 6 EAST, VILLAGE OF MOUNT HOREB, DANE COUNTY, WISCONSIN.



LEGEND

●	FOUND PLSS SECTION MONUMENT TYPE NOTED	—	PLAT BOUNDARY LINE
●	FOUND 3/4" REBAR	—	RIGHT-OF-WAY
●	FOUND 1-1/4" REBAR	—	INTERIOR LOT LINES
●	FOUND 1" IRON PIPE UNLESS NOTED	---	PLATTED LINE
⊗	CHISELED "X"	---	CENTERLINE
⊗	EXISTING FIRE HYDRANT	---	EASEMENT
⊗	VERTICAL BENCHMARK	---	SECTION/QUARTER LINE
(XXX)	RECORDED AS	---	QUARTER/QUARTER LINE
		---	VILLAGE/TOWNSHIP LINE
		---	SETBACKS (TYP.)
		---	RIGHT-OF-WAY (EXISTING)
		---	DELINEATED WETLANDS

NOTES

- ALL DIMENSIONS MEASURED AND SHOWN ARE TO THE NEAREST ONE HUNDREDTH OF A FOOT; ALL ANGLES MEASURED TO THE NEAREST THREE SECONDS AND COMPUTED TO THE NEAREST ONE SECOND.
- FIELD WORK PERFORMED BY WYSER ENGINEERING, LLC. ON THE WEEKS OF JUNE 11TH, JUNE 14TH, JUNE 20TH, JULY 1ST, JULY 16TH, & JULY 25TH, 2024.
- ALL INTERIOR LOT AND OUTLOT CORNERS NOT SHOWN, ARE MONUMENTED WITH 3/4" X 18" REBAR - 1.55 LBS./LIN. FT.
- OUTLOT 1 IS PRIVATE AND RESERVED FOR FUTURE DEVELOPMENT WITH TEMPORARY STORMWATER MANAGEMENT AND ACCESS EASEMENTS BEING GIVEN OVER A PORTION OF IT TO ACCESS OUTLOT 2.
- NORTH REFERENCE FOR THIS SURVEY AND MAP ARE BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, DANE ZONE, (WISCONSIN) NORTH AMERICAN DATUM 1983, 2011 ADJUSTMENT, NAD 83 (2011), GRID NORTH - THE NORTH LINE OF THE FRACTIONAL SOUTHWEST QUARTER OF THE NORTHEAST QUARTER SECTION 14 BEARS S 89° 59' 11" E
- UTILITY EASEMENTS - NO POLES OR BURIED CABLES ARE TO BE PLACED SUCH THAT THE INSTALLATION WOULD DISTURB ANY SURVEY STAKE OR OBSTRUCT VISION ALONG ANY LOT LINE OR STREET LINE. THE DISTURBANCE OF A SURVEY STAKE BY ANYONE IS A VIOLATION OF S. 236.32, WISCONSIN STATUTES. UTILITY EASEMENTS AS HEREIN SET FORTH ARE FOR THE USE OF PUBLIC BODIES AND PRIVATE PUBLIC UTILITIES HAVE THE RIGHT TO SERVE THE AREA. THE FINAL GRADE ESTABLISHED BY THE SUBDIVIDER ON THE UTILITY EASEMENTS SHALL NOT BE ALTERED BY MORE THAN 6 INCHES BY THE SUBDIVIDER, HIS AGENT OR BY SUBSEQUENT OWNERS OF THE LOTS ON WHICH SUCH UTILITY EASEMENTS ARE LOCATED, EXCEPT WITH WRITTEN CONSENT OF THE UTILITY OR UTILITIES INVOLVED.
- ALL RIGHT-OF-WAY DEPICTED WITHIN THE PLAT BOUNDARY ARE "DEDICATED TO THE PUBLIC".
- CURRENT PARCEL ZONING IS A-3 AGRICULTURAL FOR THE ENTIRE PARCEL, PROPOSED ZONING FOR LOTS 1-16 IS R-1 SINGLE FAMILY RESIDENTIAL. THE EXISTING ZONING FOR OUTLOT 1, AND OUTLOT 2, A-3 IS TO REMAIN.

LINE TABLE		
LINE #	LENGTH	DIRECTION
L-1	85.00'	S 33° 40' 20" W
()	(84.90')	(S 33° 35' 00" W)
(*)	(84.90')	(S 33° 27' 24" W)
L-2	170.20'	S 5° 55' 11" E
()	(170.20')	(S 5° 55' 11" E)
(*)	(171.12')	(S 06° 15' 37" E)
L-3	30.97'	N 56° 04' 47" W
(**)	-	(N 56° 29' 13" W)
L-4	100.54'	N 50° 22' 17" W
(**)	(100.50')	(N 50° 46' 35" W)
L-5	69.65'	S 37° 38' 54" W
L-6	47.51'	N 76° 32' 37" W
L-7	120.54'	N 37° 38' 54" E
L-8	47.46'	S 76° 24' 04" E
L-9	66.00'	S 76° 24' 04" E
L-10	5.68'	N 13° 35' 56" E

() PER CSM #13799
(*) PER WARRANTY DEED DOC #2469964
(**) TPP PROJECT #1204-3-22

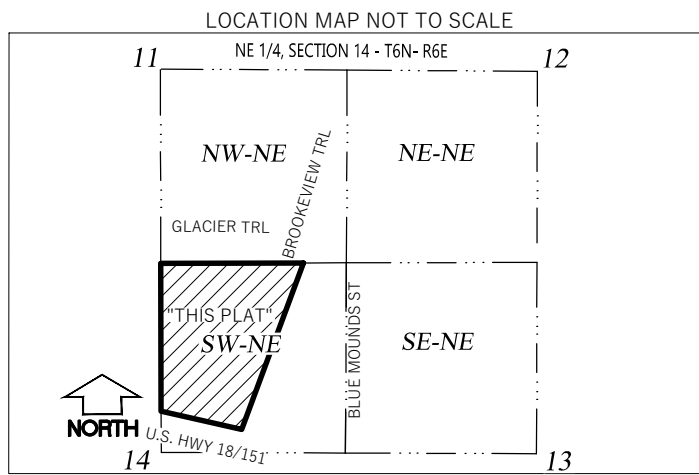
CURVE TABLE							
CURVE #	CURVE LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH	TANGENT IN	TANGENT OUT
C-1	95.28'	233.00'	23° 25' 48"	S 25° 56' 00" W	94.62'	S 37° 38' 54" W	S 14° 13' 06" W
C-2	23.36'	15.00'	89° 14' 17"	S 58° 50' 15" W	21.07'	S 14° 13' 06" W	N 76° 32' 37" W
C-3	42.94'	183.00'	13° 26' 34"	N 83° 15' 54" W	42.84'	N 76° 32' 37" W	N 89° 59' 11" W
C-4	0.79'	183.00'	0° 14' 46"	N 76° 40' 00" W	0.79'	N 76° 32' 37" W	N 76° 47' 23" W
C-5	42.15'	183.00'	13° 11' 48"	N 83° 23' 17" W	42.06'	N 76° 47' 23" W	N 89° 59' 11" W
C-6	70.10'	167.00'	24° 02' 58"	N 25° 37' 25" E	69.58'	N 37° 38' 54" E	N 13° 35' 56" E
C-7	6.33'	167.00'	2° 10' 18"	N 36° 33' 45" E	6.33'	N 37° 38' 54" E	N 35° 28' 37" E
C-8	63.77'	167.00'	21° 52' 40"	N 24° 32' 16" E	63.38'	N 35° 28' 37" E	N 13° 35' 56" E
C-9	27.74'	117.00'	13° 35' 07"	S 83° 11' 37" E	27.68'	S 89° 59' 11" E	S 76° 24' 04" E
C-10	23.56'	15.00'	90° 00' 00"	S 31° 24' 04" E	21.21'	S 76° 24' 04" E	S 13° 35' 56" W

BENCHMARK TABLE		
BM - #	ELEVATION	DESCRIPTION
BM - 1	1158.52	1.5" IRON PIPE LOCATED AT THE NORTHWEST CORNER OF THE SOUTH WEST QUARTER OF THE NORTHEAST QUARTER
BM - 2	1150.71	TOP NUT OF HYDRANT LOCATED ON THE NORTHWEST SIDE OF BROOKVIEW TRAIL, NORTH OF THE PARCEL.
BM - 3	1149.01	CHISELED "X" IN THE SIDE WALK LOCATED ON THE SOUTHEAST SIDE OF BROOKVIEW TRAIL, NORTH OF THE PARCEL

There are no objections to this plat with respect to
Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2),
Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration



SURVEYOR/ENGINEER/PLANNER:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53122
www.wyserengineering.com

SUBDIVIDER:
JEFF GRUNDHAL
16 DEVELOPMENT
455 S. JUNCTION RD.
MADISON, WI 53719

OWNER:
JEFF GRUNDHAL
16 DEVELOPMENT
455 S. JUNCTION RD.
MADISON, WI 53719

CERTIFICATE OF VILLAGE TREASURER

STATE OF WISCONSIN)
DANE COUNTY) ss.

I, DENISE SCHWENN, BEING THE DULY APPOINTED, QUALIFIED AND ACTING VILLAGE TREASURER OF THE VILLAGE OF MOUNT HOREB, DO HEREBY CERTIFY THAT IN ACCORDANCE WITH THE RECORDS IN MY OFFICE, THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS AS OF,

THIS _____ DAY OF _____, 20____, ON ANY OF THE LANDS INCLUDED IN THE PLAT OF BROOKESTONE HILLS.

DATE _____ DENISE SCHWENN, VILLAGE TREASURER

CERTIFICATE OF COUNTY TREASURER

STATE OF WISCONSIN)
DANE COUNTY) ss.

I, ADAM GALLAGHER, BEING THE DULY ELECTED, QUALIFIED AND ACTING COUNTY TREASURER OF DANE COUNTY, DO HEREBY CERTIFY THAT IN ACCORDANCE WITH THE RECORDS IN MY OFFICE, THERE ARE NO UNREDEEMED TAX SALES AND NO UNPAID TAXES OR SPECIAL ASSESSMENTS AS OF,

THIS _____ DAY OF _____, 20____, AFFECTING THE LANDS INCLUDED IN THE PLAT OF BROOKESTONE HILLS.

DATE _____ ADAM GALLAGHER, COUNTY TREASURER

CERTIFICATE OF VILLAGE CLERK, VILLAGE BOARD RESOLUTION

STATE OF WISCONSIN)
DANE COUNTY) ss.

RESOLVED THAT THIS PLAT KNOWN BROOKSTONE HILLS, LOCATED AS BEING UNPLATTED LANDS, BEING A PART OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 14, TOWNSHIP 6 NORTH, RANGE 6 EAST, VILLAGE OF MOUNT HOREB, DANE COUNTY, WISCONSIN, WAS HEREBY APPROVED BY THE VILLAGE BOARD OF THE VILLAGE OF MOUNT HOREB.

I, ALYSSA GAFFNEY, DO HEREBY CERTIFY THAT I AM THE DULY APPOINTED, QUALIFIED AND ACTING CLERK OF THE VILLAGE OF MOUNT HOREB, AND THAT THIS PLAT WAS APPROVED BY THE VILLAGE BOARD OF THE VILLAGE OF MOUNT HOREB, DANE COUNTY WISCONSIN, AND THAT SAID RESOLUTION FURTHER PROVIDED FOR THE ACCEPTANCE OF THOSE LANDS AND RIGHTS DEDICATED BY SAID BROOKSTONE HILLS FOR PUBLIC USE BY:

RESOLUTION NO. _____, ADOPTED ON THIS _____ DAY OF _____, 20____.

DATE _____ ALYSSA GAFFNEY, VILLAGE CLERK

OWNER'S CERTIFICATE OF DEDICATION

_____, LLC, AS OWNER, WE HEREBY CERTIFY THAT WE CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTED ON THE PLAT. WE ALSO CERTIFY THAT THIS PLAT IS REQUIRED BY S.236.10 OR S.236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION:

DEPARTMENT OF ADMINISTRATION
VILLAGE BOARD, VILLAGE OF MOUNT HOREB
DANE COUNTY ZONING AND NATURAL RESOURCES COMMITTEE

WITNESS THE HAND AND SEAL OF SAID OWNER THIS _____ DAY OF _____, 20____.
IN PRESENCE OF:

BY: _____,
MANAGING MEMBER

STATE OF WISCONSIN)
DANE COUNTY) ss.

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 20____.

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

NOTARY PUBLIC, _____,
WISCONSIN

MY COMMISSION EXPIRES _____.

CONSENT OF MORTGAGEE

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

IN WITNESS WHEREOF, SAID _____ HAS CAUSED THESE PRESENTS TO BE SIGNED BY CORPORATE OFFICER, AND ITS CORPORATE SEAL TO BE HEREUNTO AFFIXED

ON THIS _____ DAY OF _____, 20____

BY: _____
AUTHORIZED OFFICER

STATE OF WISCONSIN)
DANE COUNTY) ss.

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 20____.

THE ABOVE NAMED BANKING ASSOCIATION, _____,

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 _____

SURVEYORS CERTIFICATE

I, ZACHARY M. REYNOLDS, WISCONSIN PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY: THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF CHAPTER 236 OF THE WISCONSIN STATUTES, AND PROVISIONS AS STATED IN CHAPTER 315: LAND DIVISION AND SUBDIVISION - VILLAGE OF MOUNT HOREB ORDINANCES AND UNDER THE DIRECTION OF _____ LLC., I HAVE SURVEYED, DIVIDED AND MAPPED BROOKESTONE HILLS; THAT SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES AND THE SUBDIVISION OF THE LAND SURVEYED; AND THAT THIS LAND, BEING A PART OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 14, TOWNSHIP 6 NORTH, RANGE 6 EAST, VILLAGE OF MOUNT HOREB, DANE COUNTY, WISCONSIN, DESCRIBED MORE PARTICULARLY AS FOLLOWS:

COMMENCING AT THE EAST QUARTER CORNER OF AFORESAID SECTION 14; THENCE, ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 14, NORTH 00 DEGREES 24 MINUTES 17 SECONDS EAST, 1322.19 FEET; THENCE, NORTH 89 DEGREES 59 MINUTES 11 SECONDS WEST, 1751.26 FEET TO THE NORTHWEST CORNER OF LOT 1 OF CERTIFIED SURVEY MAP NO. 13799, RECORDED IN VOLUME 91 OF CERTIFIED SURVEY MAPS OF DANE COUNTY ON PAGES 175-177 AS DOCUMENT NO. 5096631 (CSM 13799), AND ALSO THE POINT OF BEGINNING; THENCE, ALONG THE WESTERLY LINE OF AFORESAID CSM 13799, SOUTH 33 DEGREES 40 MINUTES 20 SECONDS WEST, 85.00 FEET, THENCE, CONTINUING ALONG SAID WESTERLY LINE, SOUTH 31 DEGREES 47 MINUTES 55 SECONDS WEST, 247.12 FEET; THENCE, CONTINUING ALONG SAID WESTERLY LINE, SOUTH 16 DEGREES 47 MINUTES 53 SECONDS WEST 374.93 FEET; THENCE, CONTINUING ALONG SAID WESTERLY LINE, SOUTH 17 DEGREES 54 SECONDS 17 SECONDS WEST, 400.09 FEET; THENCE, CONTINUING ALONG SAID WESTERLY LINE, SOUTH 05 DEGREES 55 MINUTES 11 SECONDS EAST, 170.20 FEET, TO A POINT ON THE NORTHERLY RIGHT-OF-WAY OF UNITED STATES HIGHWAY 18 151 (U.S.H. 18-151); THENCE, ALONG SAID NORTHERLY RIGHT-OF-WAY, NORTH 56 DEGREES 04 MINUTES 47 SECONDS WEST, 30.97 FEET; THENCE, CONTINUING ALONG SAID RIGHT-OF-WAY, NORTH 50 DEGREES 22 MINUTES 17 SECONDS WEST 100.54 FEET; THENCE, CONTINUING ALONG SAID RIGHT-OF-WAY, NORTH 56 DEGREES 04 MINUTES 47 SECONDS WEST 483.18 FEET, TO A POINT ON THE WESTERLY LINE OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF AFORESAID SECTION 14; THENCE, ALONG SAID WESTERLY LINE, NORTH 00 DEGREES 15 MINUTES 16 SECONDS EAST, 838.88' TO THE SOUTHWEST CORNER OF BROOKSTONE RIDGE, RECORDED IN VOLUME 57-70A OF PLATS OF DANE COUNTY ON PAGES 277-278 AS DOCUMENT NO. 2844497; THENCE, ALONG THE SOUTH LINE OF SAID BROOKSTONE RIDGE, SOUTH 89 DEGREES 59 MINUTES 11 SECONDS EAST, 891.50 FEET, BACK TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS (+/-) 664,625 SQUARE FEET, OR (+/-) 15.26 ACRES.

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

DATE _____



SUBDIVIDER:
JEFF GRUNDAHL,
JG DEVELOPMENT
455 S. JUNCTION RD.
MADISON, WI 53719

OWNER:
JEFF GRUNDAHL,
JG DEVELOPMENT
455 S. JUNCTION RD.
MADISON, WI 53719



SURVEYED BY:
WYSER ENGINEERING
312 EAST MAIN STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

OFFICE OF THE REGISTER OF DEEDS

_____ COUNTY, WISCONSIN

RECEIVED FOR RECORD _____,

20 ____ AT _____ O'CLOCK ____ M AS

DOCUMENT # _____

IN VOL. _____ OF PLATS,

ON PAGE(S) _____.

REGISTER OF DEEDS

**VILLAGE OF MOUNT HOREB
ORDINANCE 2025-05**

AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY
FROM A-1 AGRICULTURAL DISTRICT TO R-1 SINGLE FAMILY RESIDENTIAL

BROOKSTONE HILLS SUBDIVISION

WHEREAS, an application from Norsk Development to rezone, parcel 0606-141-9051-1, has been filed with the Village of Mount Horeb; and

WHEREAS, the applicant is requesting that the zoning classification of proposed 16 lot Brookstone Hills Subdivision be changed from A-1 Agricultural District to R-1 Single Family Residential District for lots 1-16; and

WHEREAS, pursuant to sec. 62.23(7) Stats., the Village Plan Commission held a public hearing regarding the zoning request on March 26, 2025, which was preceded by the publication of a class 2 notice under ch. 985, Stats.; and

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

WHEREAS, after the public hearing, the Village Plan Commission determined that changing the zoning classification of the property from A-1 Agricultural District to R-1 Single Family Residential would promote the public health, safety, and general welfare of the Village and would allow appropriate use of the property, and therefore recommended that the zoning classification of the property be changed; and

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

NOW THEREFORE, pursuant to sec. 62.23(7) Stats., and Chapter 17 of the Village Code, the Village Board of the Village of Mount Horeb, Dane County, Wisconsin, ordains as follows:

Section 1. Subject to Section 2, the zoning classification of the above referenced property is hereby changed from A-1 Agricultural District to R-1 Single Family Residential District for lots 1-16 and the Zoning Map of the Village shall be amended accordingly.

Section 2. Ordinance shall take effect upon approval by the Village Board of the final plat for Brookstone Hills Subdivision, and approved final plat is recorded with the Register of Deeds for Dane County, Wisconsin.

The above and foregoing ordinance was duly adopted by the Village Board of the Village of Mount Horeb at its regular meeting held on April 2, 2025.

APPROVED:

Ryan Czyzewski, Village President

ATTEST:

Alyssa Gaffney, Village Clerk

APPROVED: _____

PUBLISHED/POSTED: _____

SMITHGROUP

February 21, 2025

Nic Owen – Village Administrator
Village Hall
138 E. Main Street
Mount Horeb, WI 53572

Re Fink Plat – Brookstone Hills – Preliminary Plat Review

Dear Nic,

We have reviewed the Preliminary Plat submission provided to us on 2/10/25 with conformance with the requirements of the subdivision code and offer the following comments.

1. Zoning:
 - a. The existing zoning on this property is A-3.
 - b. Note 9 of the Preliminary Plat incorrectly lists the proposed lots and future zoning. We understand the following zoning is proposed, but not included in this current application submittal:
 - i. R-1 for Lots 1 – 16
 - ii. Outlot 1 will be zoned in the future to R-3
 - iii. Outlot 2 will be dedicated to the public and remain as A-3
 1. Village should discuss how that they want this to be zoned – potential for Conservancy Zoning to be more appropriate.
 - c. Zoning of the adjacent parcels has not been depicted.
2. The Boundary of the Plat is depicted.
 - a. As a note, several of the R-1 residential lots (7-11) include the land east across the drainageway. This was discussed during the preliminary plat conference on January 13, 2025 and the developer has chosen to have the lots encompass this greenway.
 - b. The future Owners of those lots shall be made aware that the maintenance of this area is the responsibility of the Owner by note on the face of the Plat as well as notation describing the limited use of this area.
 - c. The area should be placed in an environmental corridor if it is not already.
3. The Preliminary Plat should be submitted to the following for necessary easements:
 - a. Village Electric Utility
 - b. Madison Gas & Electric Co (MG&E). MG&E has been requesting easements behind the street rights-of-way for the installation of gas main.
 - c. Mount Horeb Telephone
 - d. Proposed utility easements are to be shown on the preliminary plat.
4. Confirm existing easement on Lot 7 does not require extension or modification.
5. The easement for the sanitary sewer along the eastern boundary of the plat has not been depicted.
6. Show e
7. This plat is subject to the area connection fee for the West Side Sewer Interceptor in the amount of **\$317.00** per acre payable prior to recording a final plat.
8. This plat is subject to park fees at the current amount required per dwelling unit. Park fees will be calculated based on the fee schedule in effect at the time a final plat is submitted.

SMITHGROUP

9. This plat is subject to a fee for street trees. The street tree fee will be calculated based of the fee schedule in effect at the time a final plat is submitted.
10. This plat must conform to the requirements of DNR Administrative Rule NR-151 and Village Ordinance. A meeting was held with WiDNR, CARPC, Wyser, and the Village Engineer on 2/10/2025 to develop concurrence between the review agencies on acceptable management practices.
11. Drainage arrows shall depict general flow direction of water on all lots.
12. Prior to recording a final plat, the developer shall execute a developer agreement for the required improvements and pay all required fees.
13. Prior to land disturbing activities, the developer shall have an approved construction site erosion control plan and post construction stormwater management plan.
14. The developer should be responsible for the cost of relocating any existing utilities necessary for the improvement of this plat.
15. Village Ordinance 18.30
 - a. Village Limits to be clearly identified. Town of Blue Mounds is located westerly of the Plat boundary. There is a line type depicted in the legend for this but it is not shown.
 - b. Urban Service Area
 - i. The proposed plat is within the urban service area of the Village and is consistent with the Village Plan
 - c. Add labels of the Owners of the abutting unplatted lands.
 - d. Add Type, width and elevation of any existing street pavements within the exterior boundaries of the plat or immediately adjacent thereto, together with any legally established center line elevations, based upon or established by the best available data.
 - e. Add location, size and invert elevation the existing sanitary or storm sewers, culverts and drainpipes; the location of manholes, catch basins, hydrants, power and telephone poles; and the location and size of any existing water and gas mains within the exterior boundaries of the plat or immediately adjacent thereto.
 - f. Add labels of the approximate dimensions of all lots and outlots.
 - g. When requested by the Village, a draft of a protective covenant whereby the subdivider proposes to regulate land use in the subdivision and otherwise protect the proposed development.
16. Any existing Environmental Corridors or steep slopes should be depicted on the preliminary plat.
17. Required buffer strips shall be depicted.
18. Development Plans depicting the following:
 - a. Sanitary Sewer
 - b. Water Main
 - c. Drainage and Storm Sewer
 - d. Street Grades
 - e. Existing Easements (East Side?)

If you have any questions, please feel free to call or email to discuss.

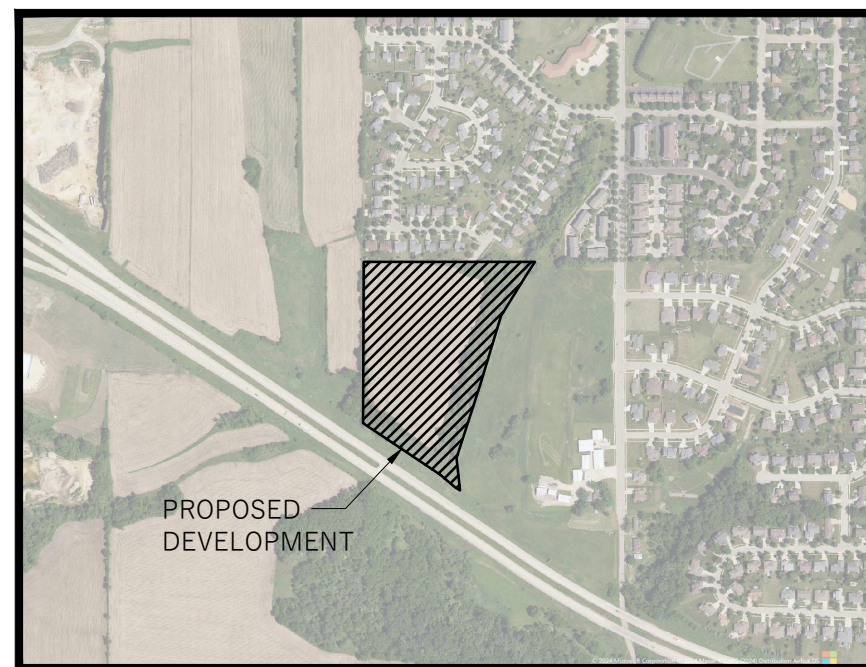


Robert S. Wright, P.E.
Senior Principal
Village Engineer

DRAWING INDEX

<u>SHEET NO.</u>	<u>TITLE</u>
OVERALL SHEETS	
O-1	TITLE SHEET
O-2	NOTES AND LEGEND
O-3	EROSION CONTROL PLAN
O-4	GRADING PLAN
O-4.1	STORMWATER MANAGEMENT DETAILS
O-4.2	STORMWATER MANAGEMENT DETAILS
O-5	UTILITY PLAN
PLAN AND PROFILE SHEETS	
P-0	SHEET INDEX - PLAN AND PROFILE
P-1	BROOKVIEW TRAIL PLAN & PROFILE
P-2	SUNSET TRAIL PLAN & PROFILE
DETAIL SHEETS	
D-1	STREET DETAILS
D-2	WATER MAIN DETAILS
D-3	SANITARY AND STORM SEWER DETAILS
D-4	EROSION CONTROL DETAILS

FEBRUARY 2025



PROJECT AREA

SCALE: 1" = 500'



PROJECT CONTACTS

ADAM WATKINS, WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
ADAM.WATKINS@WYSERENGINEERING.COM
OFFICE: 608-437-1980

ROB WRIGHT - VILLAGE ENGINEER
SMITHGROUPJJR
44 EAST MIFFLIN STREET, SUITE 500
MADISON, WI 53703
ROBERT.WRIGHT@SMITHGROUPJJR.COM
OFFICE: 608-327-4433
CELL: 608-212-1063

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BRIAN SCHULT - WATER SUPERINTENDENT
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MOUNT HOREB, WI 53572
BRIAN.SCHULT@MOUNTHOREBWI.INFO
OFFICE: 608-437-9431

HOLLY POWELL
133 SOUTH BLAIR STREET
MADISON, WI 53701-1236
HPOWELL@MGE.COM
608-252-7214

JOHN VAN OOYEN - GENERAL MANAGER
200 EAST MAIN STREET
MOUNT HOREB, WI 53572
JOHN.VANOoyEN@MHTCINC.NET
608-437-4466

BROOKSTONE HILLS SUBDIVISION

VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

Sheet Title:
GRADING PLAN

Revisions:		
No.	Date:	Description:
Graphic Scale		
Wyser Number	24-1229	
Set Type	REVIEW	
Date Issued	02/21/2025	
Sheet Number	O-4	



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Graphic Scale



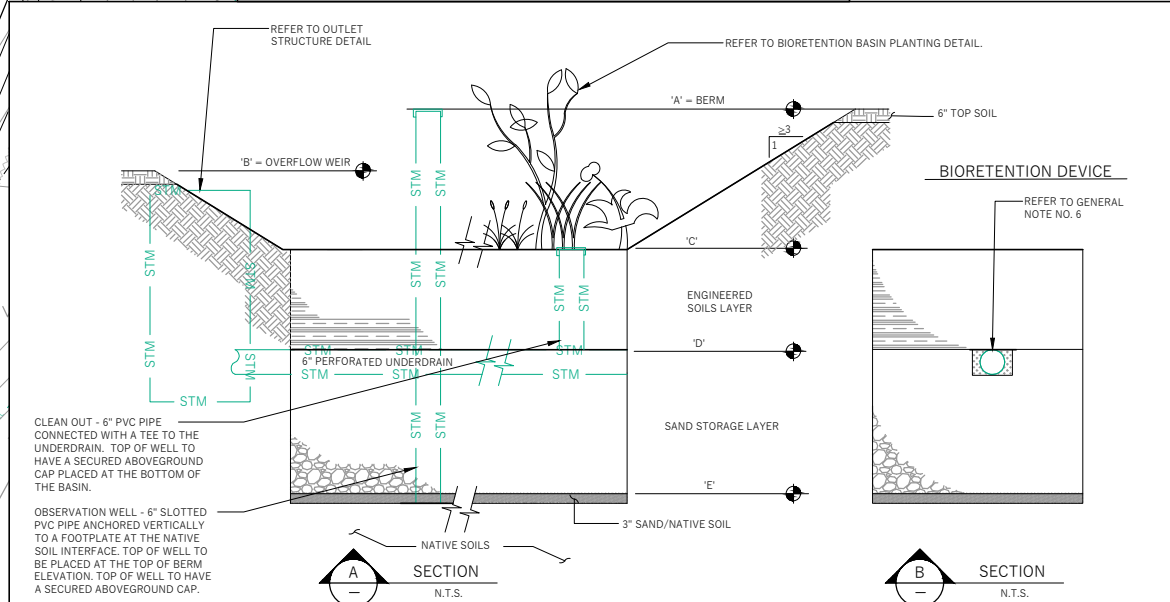
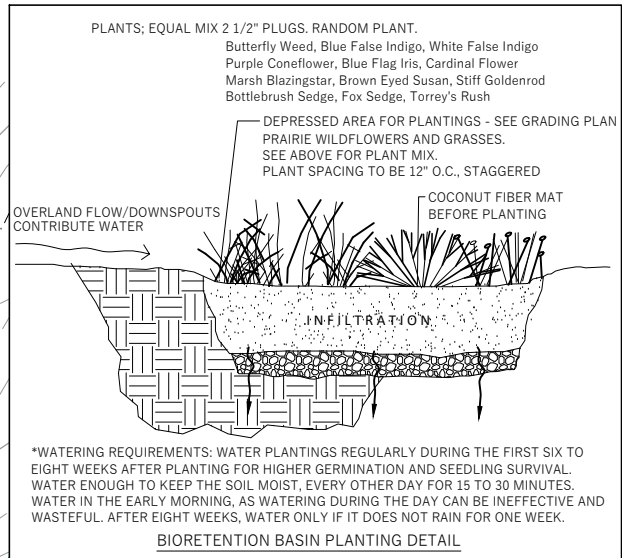
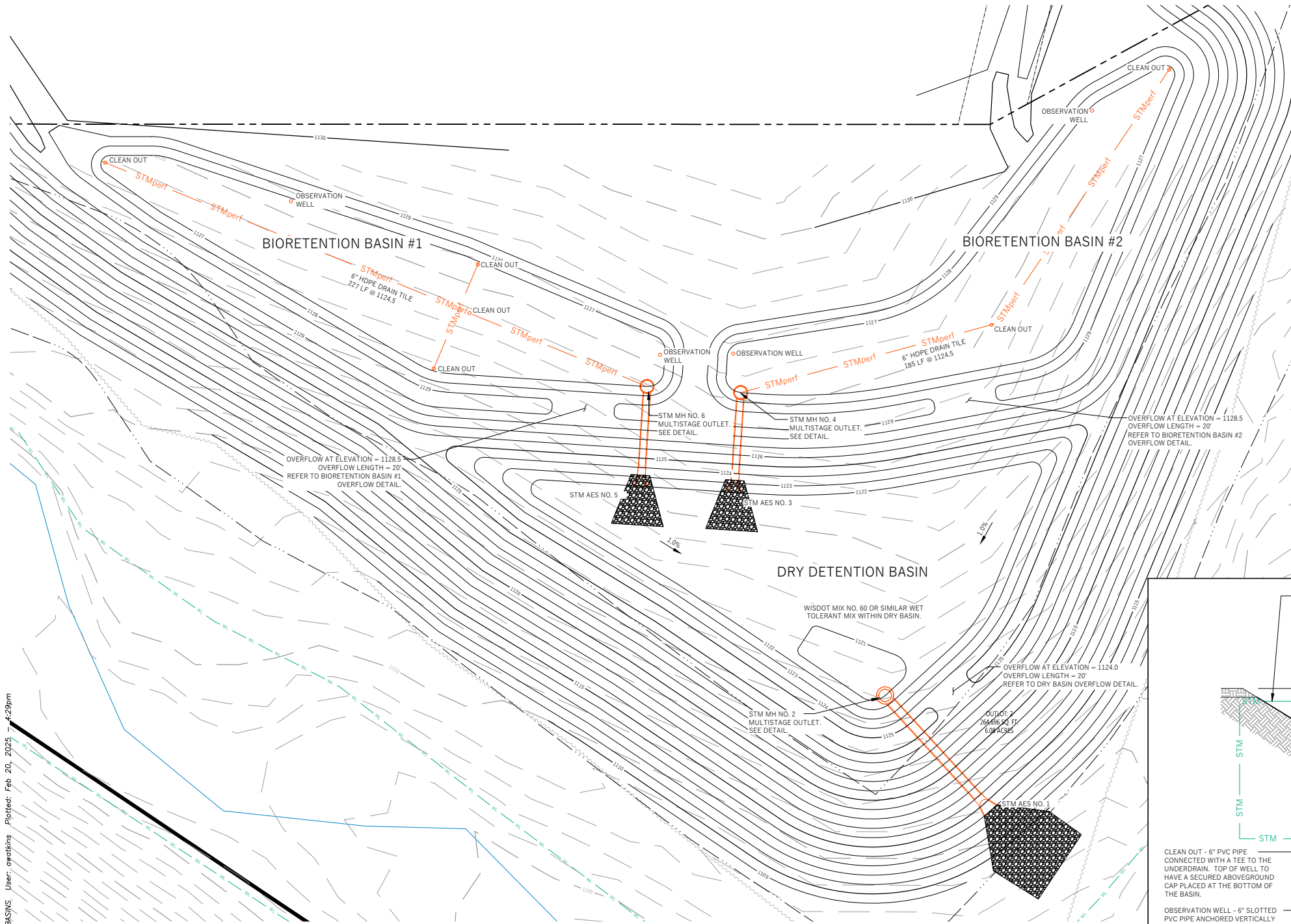
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Date Issued	02/21/2025
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Sheet Number	O-4.1
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GENERAL NOTES:

1. ALL CONSTRUCTION PRACTICES SHALL MEET THE SPECIFICATIONS OF THE WDR TECHNICAL STANDARD 1004 - BIOTRETION FOR INFILTRATION. IT IS THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN A COPY OF THIS STANDARD AND CONSTRUCT THE BIOTRETION DRAIN IN ACCORDANCE WITH THE REQUIREMENTS OUTLINED THEREIN.
2. CONTRACTOR SHALL INSTALL NATIVE PLANT PLUGS IN THE BASIN AND INSTALL A CLASS II EROSION CONTROL MAT (OVERLAPPED AND ANCHORED WITH MIN. 6" LONG HARDWOOD STAPLES), CUT AN "X" IN THE MATTING AND AUGER DOWN TO PLACE APPROPRIATE PLANT PLUGS EVERY 12 INCHES ON CENTER.
3. CONTRACTOR SHALL INSTALL ENGINEERED SOIL CONSISTING OF: 70%

- | | |
|--|---|
| ASTM C33 SAND AND 30% CERTIFIED COMPOST (SEE GENERAL NOTE 4). | ANNUAL RYE GRASS SHALL BE SEEDED AT 40 LB/ACRE WITH THE SEED MIX IN THE AREAS SURROUNDING THE BASIN, ON SIDE SLOPES, AND OVER ANY LAND THAT DISCHARGES INTO THE BASIN FOR EROSION CONTROL WHEN BASIN IS BROUGHT ON-LINE. ROOTSTOCK AND PLUGS ARE REQUIRED TO ESTABLISH VEGETATION AT THE INVERT OF THE BASIN. |
| CERTIFIED COMPOST SHALL CONSIST OF: ~40% ORGANIC MATTER
~60% ASH CONTENT, PH OF 6-8, AND MOISTURE CONTENT OF 35-50% BY WEIGHT. | 8. RUNOFF MUST INFILTRATE WITHIN 24-HOURS. BASINS UNABLE TO MAINTAIN THESE RATES MUST BE DEEP TILLED, REGRADED, AND IF NECESSARY REPLANTED TO RESTORE ORIGINAL INFILTRATION RATES. |
| SAND/NATIVE SOIL INTERFACE LAYER SHALL BE FORMED BY A LAYER OF SAND 3 INCHES DEEP, WHICH IS VERTICALLY MIXED WITH THE NATIVE SOIL TO A DEPTH OF 2-4 INCHES. A CONSTRUCTION REPRESENTATIVE MUST BE ON SITE DURING OVER EXCAVATION TO APPROVE OF THE DEPTH AND SOIL TYPES. | 9. ALL WORK TO BE CONDUCTED IN CONFORMANCE WITH APPLICABLE LOCAL, REGIONAL, AND STATE STORMWATER STANDARDS FOR THE PROJECT SITE AS APPROVED BY THE REGULATORY ENGINEER. |
| FILTER FABRIC SHALL BE PLACED ABOVE THE PERFORATED PIPE, BETWEEN THE PEA GRAVEL AND THE ENGINEERED SOIL, A WIDTH OF 4 FEET CENTERED OVER THE FLOW LINE OF THE PIPE. | 10. REFER TO LANDSCAPE PLAN FOR PLANTING REQUIREMENTS. |

INFILTRATION DEVICES ARE DESIGNED IN ACCORDANCE WITH THE SPECIFICATIONS OF THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR), COUNTY, MUNICIPALITY, AND ENGINEERING STANDARD OF CARE. ALL DESIGNATED INFILTRATION AREAS (e.g. RAIN GARDENS, INFILTRATION BASINS, BIORETENTION DEVICES) SHALL BE FENCED PRIOR TO CONSTRUCTION AND REMAIN UNDISTURBED AND PROTECTED DURING THE CONSTRUCTION OF PROPOSED SITE IMPROVEMENTS. PROPOSED BIORETENTION DEVICES SHALL NOT BE CONSTRUCTED UNTIL THE DEVICE'S CONTRIBUTING WATERSHED AREA MEETS ESTABLISHED VEGETATION REQUIREMENTS SET FORTH IN THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR) STANDARD SPECIFICATIONS. IF THE LOCATION OF THE INFILTRATION AREA CONFLICTS WITH CONSTRUCTION STAGING AND/OR CONSTRUCTION TRAFFIC AND IS DISTURBED, COMPACTION MITIGATION WILL BE REQUIRED AT THE CONTRACTOR'S EXPENSE.

THE CONTRACTOR IS REQUIRED TO PROVIDE QUALIFIED STAFF FOR INSPECTION AND OBSERVATION OF THE CONSTRUCTION ACTIVITIES RELATING TO ALL JOB SITE REGULATORY COMPLIANCE INCLUDING THE PROTECTION AND CONSTRUCTION OF ALL STORMWATER MANAGEMENT FEATURES. ANY OBSERVATION OF PLAN OR SITE DISCREPANCIES SHALL BE REPORTED TO THE ENGINEER OF RECORD PRIOR TO CONSTRUCTION.

	REFERENCE	SOIL DEPTH	SOIL TYPE	INFILTRATION RATE	LIMITING LAYER
BIORETENTION BASIN 1	TP-2	1122.5	Bedrock	0.5	LIMESTONE BEDROCK COBBLE
BIORETENTION BASIN 2	TP-4	1118.9	Bedrock	0.5	LIMESTONE BEDROCK COBBLE

	BIORETENTION BASIN 1	BIORETENTION BASIN 2
A	1129.0	1129.0
B	1128.5	1128.5
C	1127.0	1127.0
D	1125.0	1125.0
E	BEDROCK	BEDROCK

BROOKSTONE HILLS SUBDIVISION

VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

Sheet Title: STORMWATER MANAGEMENT DETAILS

Revisions:

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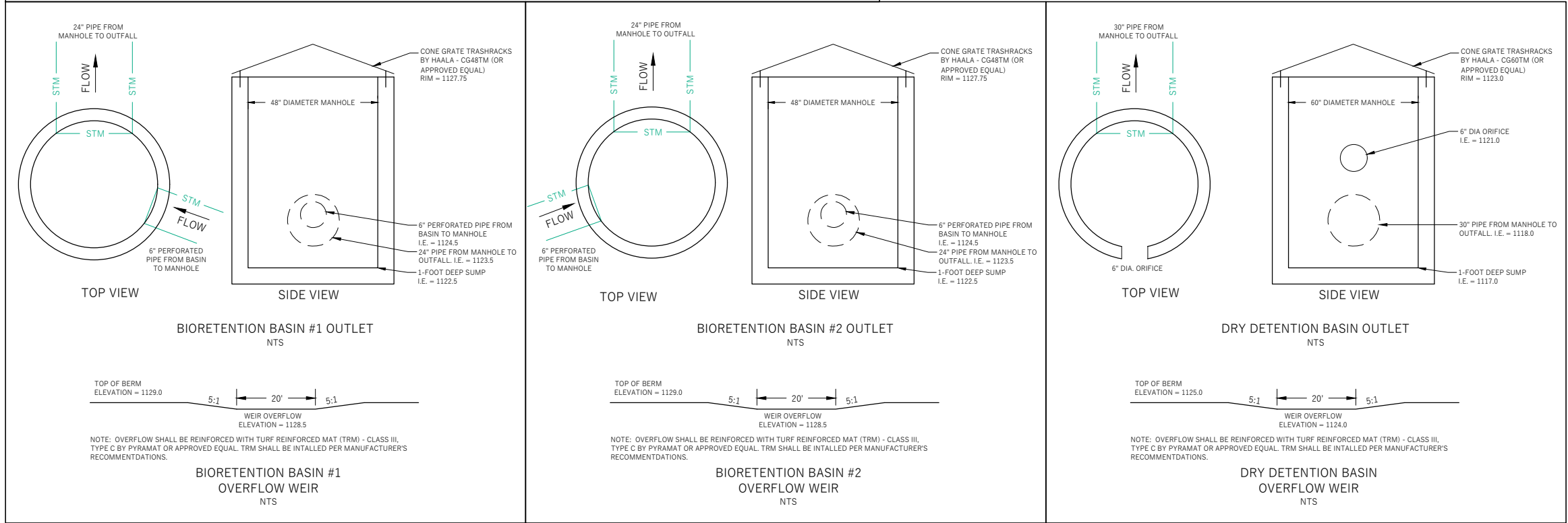
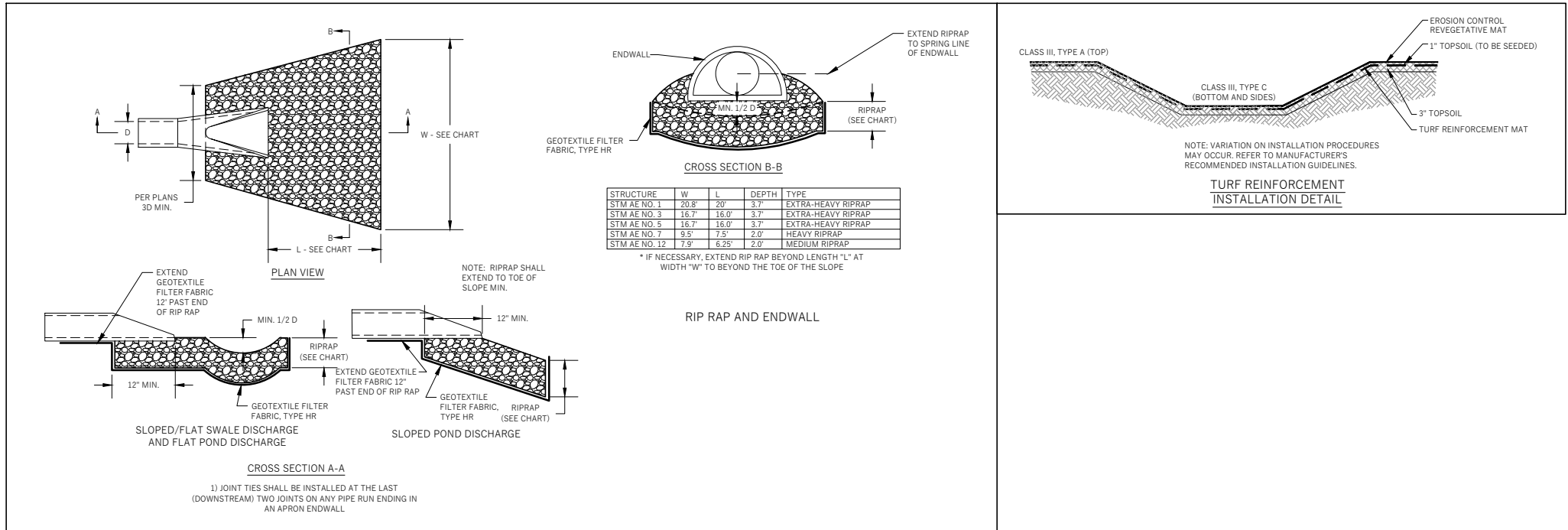
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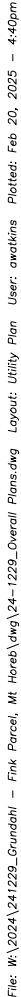
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Date Issued	02/21/2025
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BROOKSTONE HILLS SUBDIVISION

BROOKSTONE HILLS SUBDIVISION

BROOK
VILLAGE

Revisions:



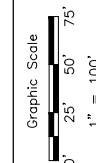
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P-2

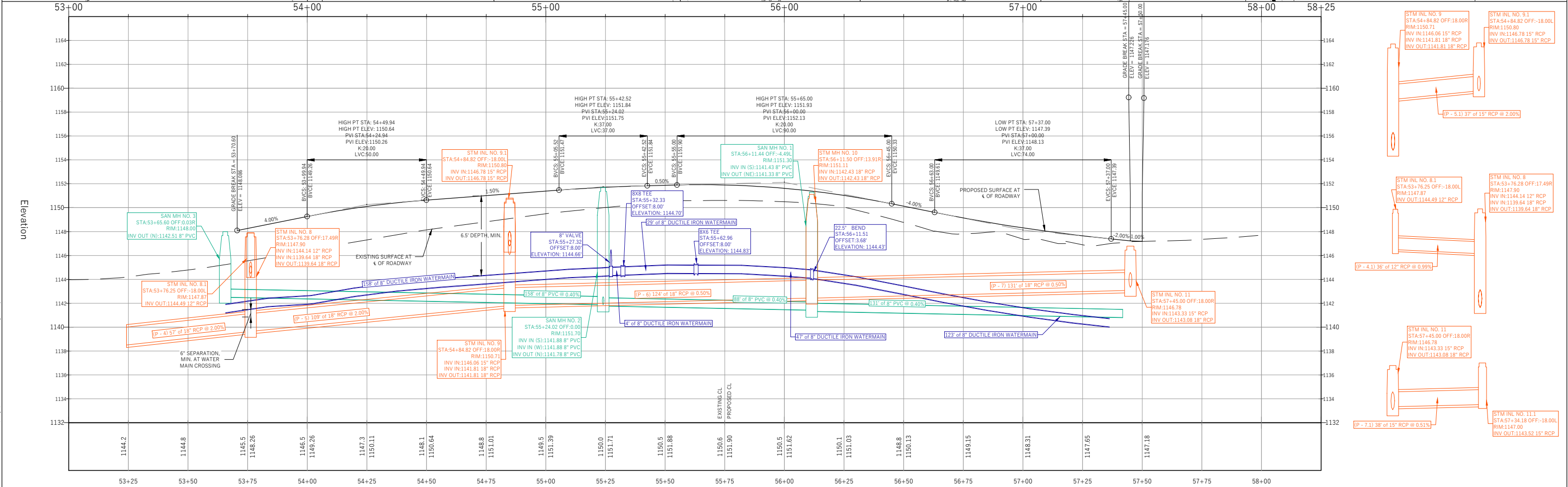
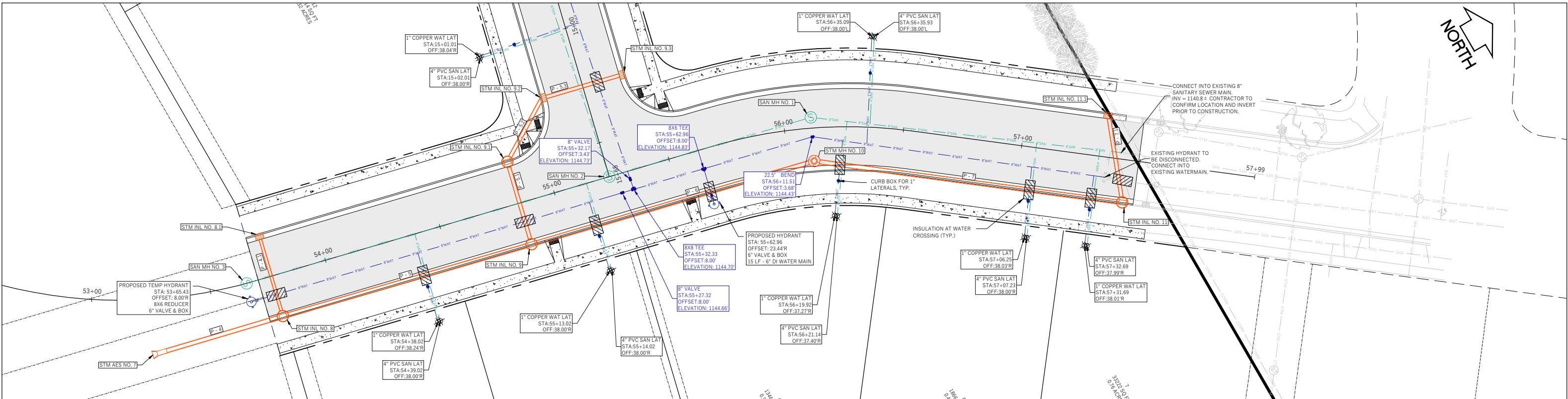
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4.70 ACRES

VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

BROOKVIEW TRAIL
MOUNT HOREB, WI 53572

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BROOKSTONE HILLS SUBDIVISION

VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

Sheet Title:

PLAN AND PROFILE
BROOKVIEW TRAIL
STA 53+00 TO 58+00

BROOKVIEW TRAIL
MOUNT HOREB, WI 53572

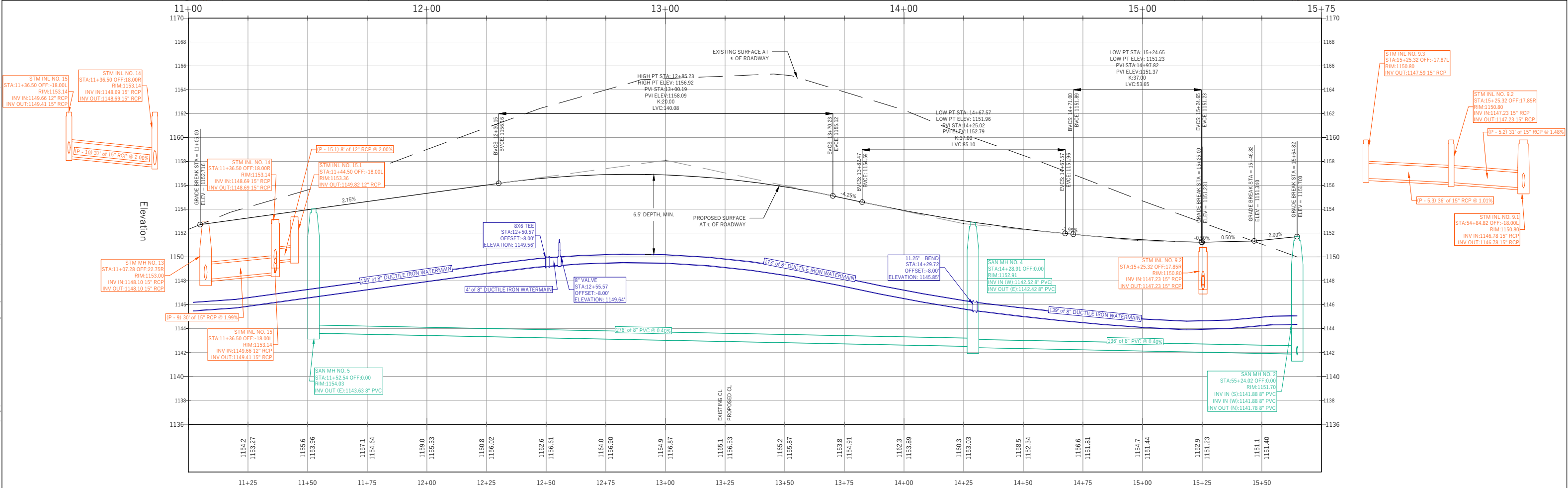
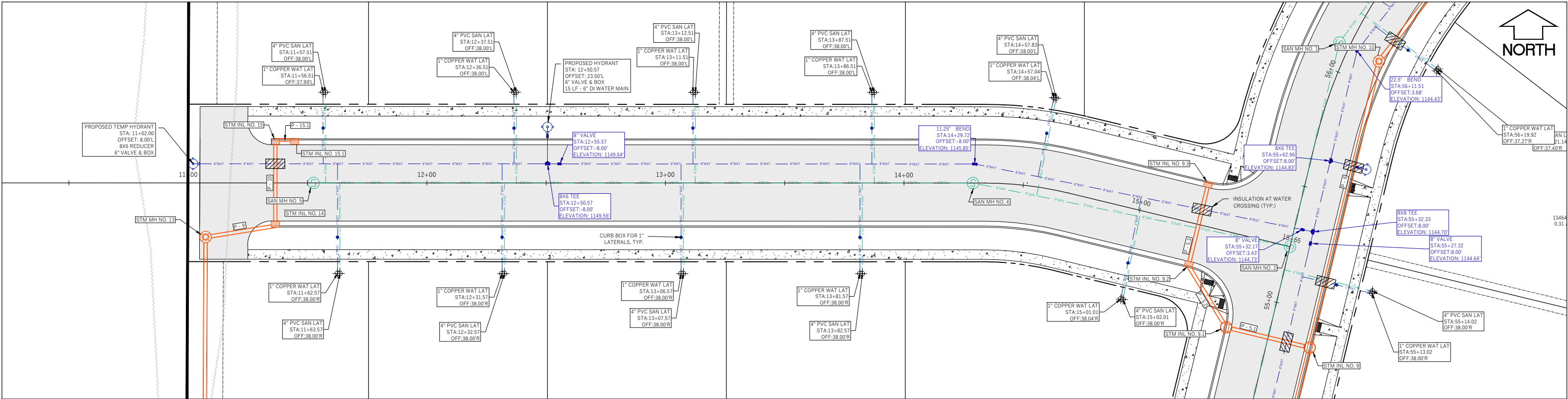


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1" = 40'

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Date Issued	02/21/2025
Sheet Number	P-1

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BROOKSTONE HILLS SUBDIVISION

VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

Sheet Title:

PLAN AND PROFILE
SUNSET TRAIL
STA 11+00 TO 16+00

BROOKVIEW TRAIL
MOUNT HOREB, WI 53572

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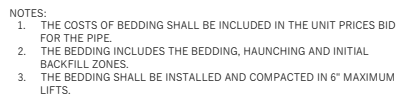
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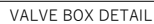
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Sheet Number	P-2

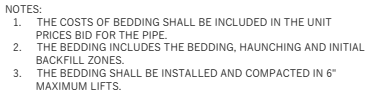


* ALL CURB BOXES SHALL BE FURNISHED WITH STATIONARY RODS



WATER MAIN BEDDING DETAIL

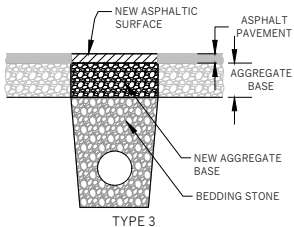
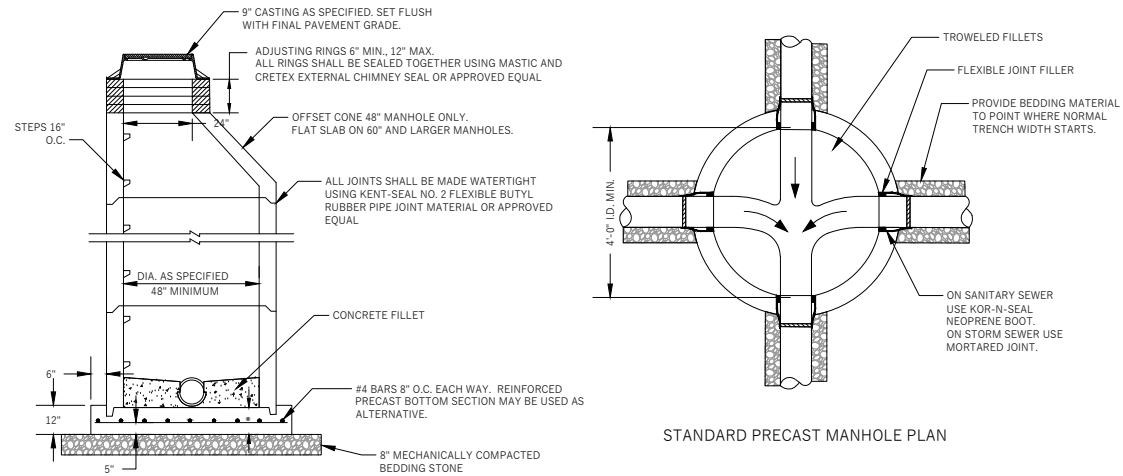
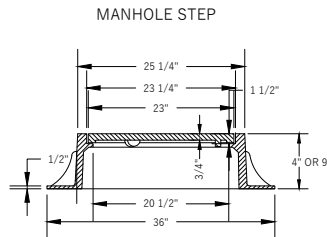
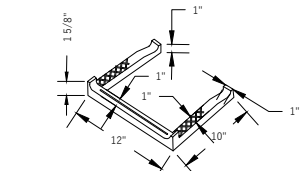
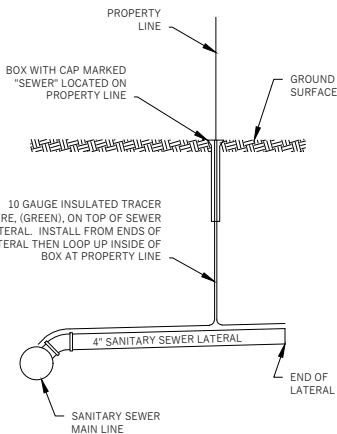
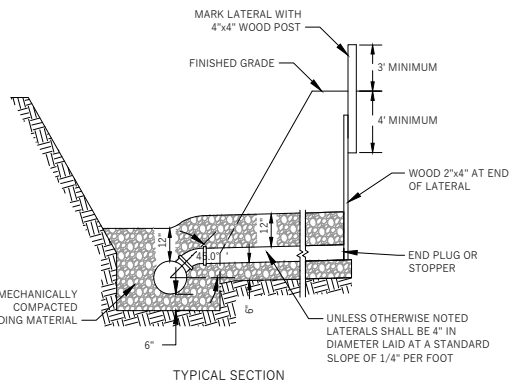
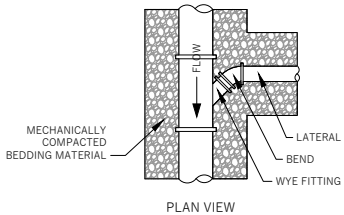




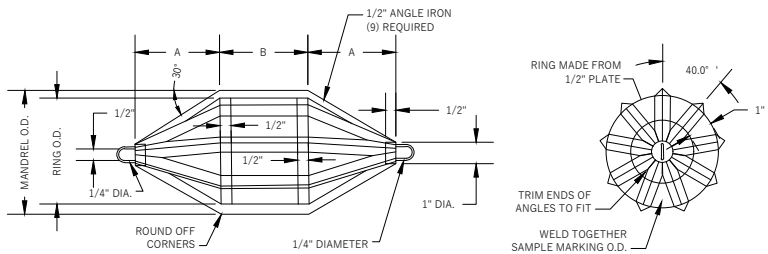
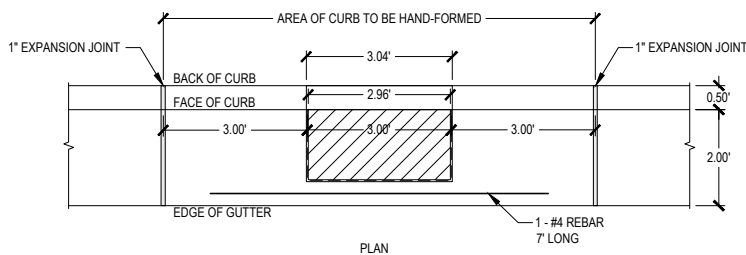
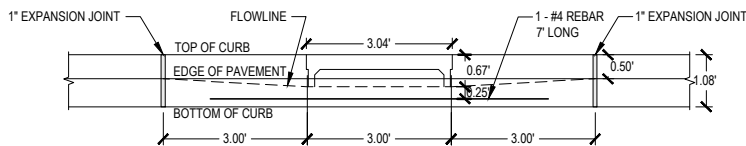
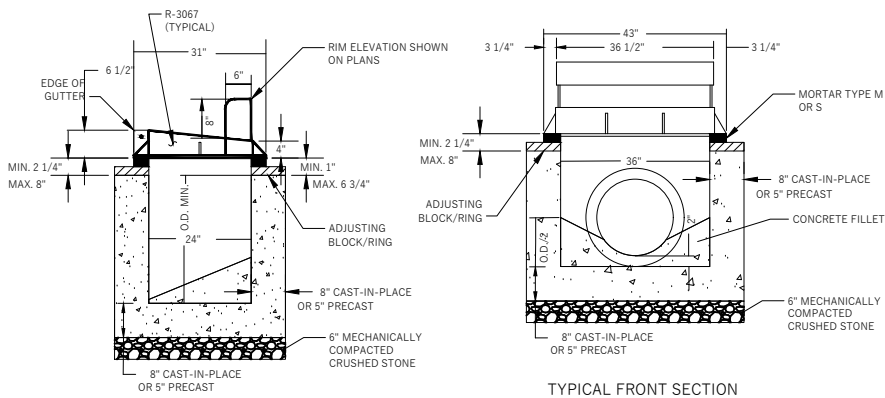
PIPE LENGTH	PIPE DIAMETER								
	4"	6"	8"	10"	12"	15"	18"	21"	24"
25'	0:04	0:10	0:18	0:28	0:40	1:02	1:29	2:01	2:38
50'	0:09	0:20	0:35	0:55	1:19	2:04	2:58	4:03	5:11
75'	0:13	0:30	0:53	1:23	1:59	3:06	4:27	6:04	7:55
100'	0:18	0:40	1:11	1:50	2:38	4:08	5:56	8:05	10:39
125'	0:22	0:50	1:28	2:18	3:18	5:09	7:26	9:55	11:20
150'	0:26	0:59	1:46	2:45	3:58	6:11	8:30	9:55	11:20
175'	0:31	1:09	2:03	3:13	4:37	7:05	8:30		
200'	0:35	1:19	2:21	3:40	5:17	7:05			
225'	0:40	1:29	2:39	4:08	5:40				
250'	0:44	1:39	2:56	4:35	5:40				
275'	0:48	1:49	3:14	4:43					
300'	0:53	1:59	3:31	4:43					
325'	0:57	2:09	3:47						
350'	1:02	2:19	3:47						
375'	1:06	2:29							
400'	1:10	2:38							
425'	1:15	2:48							
450'	1:19	2:50							
475'	1:24	2:50							
500'	1:28	2:50	3:47	4:43	5:40	7:05	8:30	9:55	11:20

SPECIFICATION TIME (MIN:SEC) REQUIRED FOR LOSS OF AIR PRESSURE
FROM 3.5 PSIG TO 2.5 PSIG FOR SIZE AND LENGTH OF PIPE INDICATED

LOW PRESSURE AIR TEST TIME
(MANHOLE TO MANHOLE)



THE PATCH SHALL BE 12" CRUSHED STONE BASE, GRADATION #2, OVERLAID WITH ASPHALT UPPER LAYER EQUAL IN THICKNESS TO THE EXISTING BITUMINOUS PAVEMENT, WITH A MINIMUM THICKNESS OF 4". THE PAVEMENT ALONG THE PATCH SHALL BE SAWCUT, FULL DEPTH. THE EDGES OF THE PATCH SHALL BE VERTICAL. FROM CHOOSE STONES OR PAVEMENT PIECES, THE CRUSHED STONE BASE COURSE SHALL BE INSTALLED IN TWO LIFTS. THE LOWER LIFT SHALL BE THOROUGHLY MECHANICALLY COMPACTED PRIOR TO PLACING THE UPPER LIFT. THE ASPHALT UPPER LAYER SHALL BE LAID IN TWO LIFTS. THE ASPHALT UPPER LAYER SHALL BE MACHINE LAID. THE LOWER LIFT SHALL BE MACHINE LAID WHERE THE ASPHALT UPPER LAYER IS MACHINE LAID AND IS NOT MORE THAN 3" IN THICKNESS IT MAY BE LAID IN ONE LIFT.



			MANDREL O.D.				RING O.D.			
SIZE	"A"	"B"	3033	3034	3034 SDR35	ABS 2680	3033	3034	3034 SDR35	ABS 2680
6"	4.0"	4"	5.61"	5.61"	5.61"	*5.62"	4.96"	4.90"	4.90"	*4.91"
8"	5.3"	6"	7.36"	7.60"	7.52"	7.36"	6.65"	6.65"	6.81"	6.65"
10"	6.7"	6"	9.21"	9.50"	9.40"	9.26"	8.50"	8.79"	8.69"	8.55"
12"	8.0"	8"	11.06"	11.30"	11.19"	11.16"	10.35"	10.59"	10.48"	10.45"
15"	10.0"	9"	13.82"	--	--	14.01"	13.11"	--	--	13.30"

DIMENSIONS ARE FOR ALLOWABLE 5% DEFLECTION.

NUMBERS 3033, 3034, 3034 SDR 35, ABS 2680, AND ABS 2751 REFER TO A.S.T.M. DESIGNATIONS.

AFTER CONSTRUCTION IS COMPLETED, TRUE THE O.D. DIMENSION FOR THE FULL LENGTH OF "8" TO +0.01" BY TOOL & LATHE OR GRINDING.



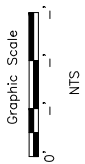
BROOKSTONE HILLS SUBDIVISION

VILLAGE OF MOUNT HOREB, DANE COUNTY, WI

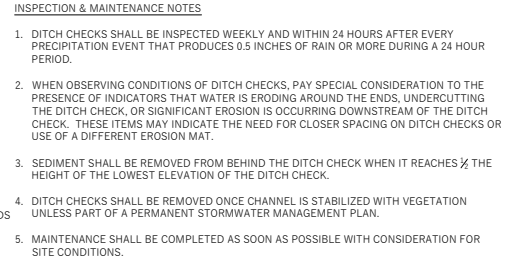
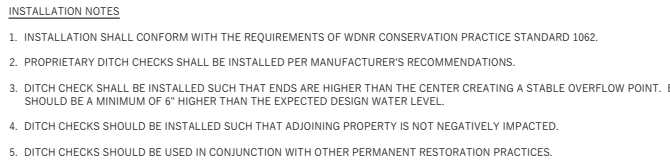
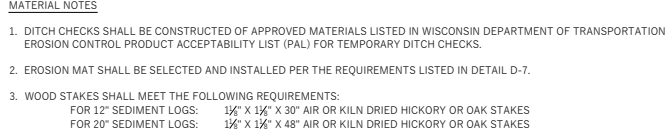
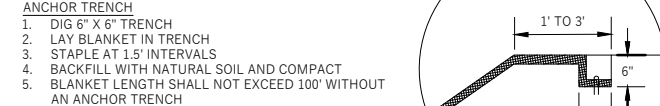
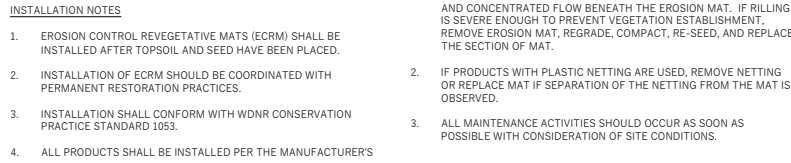
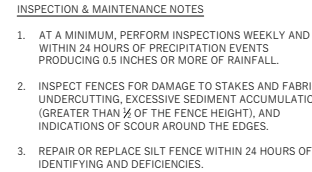
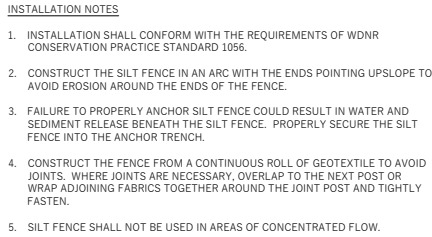
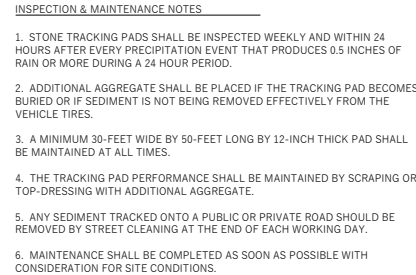
Sheet Title:

SANITARY AND STORM SEWER DETAILS

BROOKVIEW TRAIL
MOUNT HOREB, WI 53572

[illegible]

Wyser Number	24-1229
Set Type	REVIEW
Date Issued	02/21/2025
Sheet Number	D-3



Brookstone Hills Public Comments

Jodi Kelman
To: Nic Owen

Sun 3/9/2025 9:32 AM



You replied on Mon 3/10/2025 9:48 AM

I want to make my opinion known since I got this notice about turning the agricultural land behind my house into residential, and the hearing is during spring break (wondering if that was on purpose) so I can't be there in person.

I am AGAINST this lot, Parcel Number 157/0606-141-9051-1 being turned into residential housing. When we bought the house it was with the understanding and expectation that I wouldn't have another persons home so close to mine because it was designated as agricultural. That when I looked out my back door I wouldn't be looking into someone else's home, or vice versa. If I had known there was a chance it would have been turned into residential maybe I wouldn't have bought the house, but that information was never given to me.

Why this parcel? Why not a different parcel? If it goes through against residents wishes, are you going to be giving those of us already here a stipend to build a privacy fence with all of a sudden having neighbors so close?

Thanks for your reply,

Jodi

From: Jodi Kelman
Sent: Wednesday, March 19, 2025 8:04 AM
To: Nic Owen
Subject: Re: March 26th hearing

Thank-you for answering. That's unfortunate. I'm also worried about the animals that use the field and tree lines on either side for their homes. Will homeowners with backyards abutting the plot be given first chance at buying the lot behind them if this goes through?

Jodi

On Monday, March 10, 2025 at 01:47:37 PM CDT, Nic Owen wrote:

I mentioned in my first email, the owner applied to develop a subdivision on this parcel, that's why we are considering this parcel. The Village did not select the parcel, they applied and we are putting it through our process for consideration. Currently there are a limited number of residential lots available in the Village and there will likely be more subdivisions proposed in the near future. The Village will not provide funding for privacy fences for the neighbors.

If I missed anything let me know.

Thank you.

Nic



AGENDA ITEM REPORT

MEETING DATE

April 2, 2025

PREPARED BY

AGENDA ITEM # 6.d

Consideration of contract extension with Pellitteri

BACKGROUND

The original contract we signed with Pellitteri for refuse and recycling collection included a provision that if we extend the 5-year contract to 10 years during the first 18 months of service we can experience significant savings going forward. The proposal for the 5-year extension is included in your packet. The potential yearly savings start at \$29,000 for the rest of 2025 and goes up to \$72,000 in 2033 for a total savings of \$440,000 over the term of the extension. We have received a few complaints regarding pick-ups. Usually the issues were misunderstandings of the collection process and, in all cases, they responded quickly to address the complaint. Based on the substantial savings and the quality of our experience so far with Pellitteri staff is comfortable with the extension.

RECOMMENDATION

ATTACHMENTS

1. Village of Mt Horeb - 10-yr extension option 3-10-25



7035 Raywood Road
Monona, WI 53713
Todd C. Bollenbach
Municipal Account Representative
Direct: (608) 257-6232 x331
Cell: (608)-225-7843

Village of Mount Horeb 10-year Contract Extension Option: Solid Waste and Recycling Collection Services



March 10th, 2025

Nic Owen
Administrator



Good Afternoon Nic,

First and foremost, thank you for choosing Pellitteri as your solid waste and recycling service provider. It has been our privilege partnering with the Village of Mount Horeb for the past year, and we look forward to providing you service for years to come.

As you may or may not be aware, the Village of Mount Horeb currently has the option to move from the original 5-year contract that was chosen, to the 10-year option that was provided to you in our original proposal from 2023.

About a third of all the municipalities we service have opted to utilize this great option in the first 18-months of their contracts, as it's proven to be a valuable option. This a great way to not only make it easier for the Village to budget for the future... but save the Village money not only immediately, but also over the entire term of the contract!

The following pages are going to layout what your current costs are, what pricing would look like moving to the 10-year option, and lastly a breakdown of savings.

And please keep in mind: All the current services provided, terms and conditions, contract verbiage, etc., would stay the same. We would only be amending the pricing and dates on that are on the current contract.

Thank you again for your time, as well as your consideration. We pride ourselves on providing the highest level of service, professionalism, and customer service in the industry, and look forward to extending our partnership with the Village of Mount Horeb!



Partnering with a family-owned and operated business does make a difference!

Our Mission

To continue the Pellitteri family business's tradition of service by promptly responding to customer needs, offering individualized solutions, effectively communicating and following through. These solutions will be environmentally and fiscally responsible. Our commitment to safety, professionalism, and personal growth will foster an environment which benefits our team, clients and community.

Our Business Values

- Be honest and truthful in all matters.
- Treat all people as we want to be treated.
- Work safely.
- Be good stewards of our environment.
- Follow all rules and regulations.
- Be friendly and positive, promote a spirit of excitement.

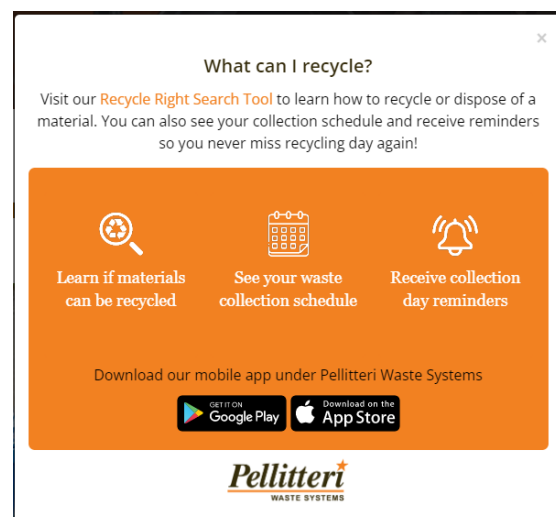


Pellitteri Waste Systems is a full-transparency company with owners who live in Dane County and proudly put their family name on the business. There is a lot at stake personally when your name is on the trucks, and you are raising a family within the markets you are servicing. As you can see, Pellitteri Waste Systems is committed to staying family owned for generations to come!



Value Added Benefits to continue working with a Local Family-Owned Company

- To date, we have implemented fully-automated residential refuse and recycling service systems in 40 municipalities and over 60 private homeowner associations.
- Of the 40 municipal curbside residential contracts awarded since inception of our program, we have a 100% renewal rate. Pellitteri has never lost a municipal customer.
- Around a third of our municipalities have opted within the first 18 months of their 5-year contract, to amend their terms to a 10-year contract to take advantage of our services at more favorable rates. This is an option made available in recent years to extend additional cost savings to customers who value superior service with long term and stable pricing.
- Being a local family-owned and operated company for over 45 years allows us to offer your community a personalized family-to-family approach. This approach, along with our 170 employees and almost 100 trucks, benefits all our residential customers by providing unmatched service and response to meet each residents' individual needs.
- Website page dedicated specifically to the Village of Mount Horeb residents with holiday notices, collection calendars, recycling information (including over 30 recycling tip videos), many FAQ's and interaction through social media platforms.
- A **local, fully-staffed** customer service team dedicated to assisting the Village of Mount Horeb residents and Administration with anything they may need.
- Coupons for our other services on the annual residential service calendars provided as a PDF.
- **Check out our Newly Launched Mobile App-** (*Just download the 'Pellitteri Waste Systems' app*)
 - A mobile app with a searchable recycling database, as well as specific Town of Middleton resident's collection schedules, including service reminders and the option to sync to your personal calendar! (download 'Pellitteri Waste Systems app' in your mobile apps)





Current & Proposed pricing for The Village of Mount Horeb

The chart below shows your current 2025 pricing on the left, and the 10-year pricing proposal option on the right. Under our current contract, the Village of Mount Horeb can move to the 10-year option/pricing through June of this year.

	5 YR TR	5 YR RC	TOTAL	10 YR TR	10 YR RC	TOTAL
2025	\$10.35	\$5.17	\$15.52	\$9.91	\$4.77	\$14.68
2026	\$10.71	\$5.35	\$16.06	\$10.21	\$4.91	\$15.12
2027	\$11.09	\$5.54	\$16.63	\$10.51	\$5.05	\$15.56
2028	\$11.48	\$5.73	\$17.21	\$10.83	\$5.20	\$16.03
2029				\$11.15	\$5.36	\$16.51
2030				\$11.49	\$5.52	\$17.01
2031				\$11.83	\$5.68	\$17.51
2032				\$12.19	\$5.85	\$18.04
2033				\$12.55	\$6.03	\$18.58

- All additional services provided, amenities included, fees, and costs of optional additional services listed on the current contract would still remain in place.



Estimated monthly and yearly savings throughout extended contract

The chart below shows the Village of Mount Horeb's current monthly cost compared to the 10-year monthly cost. This also breaks down what the monthly, annual, and total savings would look like if the Village would like to move to the 10-year locked-in pricing.

Year	Current Monthly Total	10-year Monthly total	Number of homes	Per home monthly savings	Monthly Savings	Yearly savings
2025	\$15.52	\$14.68	2873	\$0.84	\$2,413.32	\$28,959.84
2026	\$16.06	\$15.12	2916	\$0.94	\$2,741.04	\$32,892.48
2027	\$16.63	\$15.56	2960	\$1.07	\$3,167.20	\$38,006.40
2028	\$17.21	\$16.03	3004	\$1.18	\$3,544.72	\$42,536.64
2029	\$17.81	\$16.51	3049	\$1.30	\$3,970.87	\$47,650.38
2030	\$18.44	\$17.01	3095	\$1.43	\$4,412.80	\$52,953.55
2031	\$19.08	\$17.51	3141	\$1.57	\$4,934.62	\$59,215.44
2032	\$19.75	\$18.04	3188	\$1.71	\$5,447.88	\$65,374.56
2033	\$20.44	\$18.58	3236	\$1.86	\$6,019.22	\$72,230.68
					Total 10-Year Savings:	\$439,819.97

- Please note: the population for 2025 is the current number of household's service, and the following yearly home totals are an estimate is based on a 1.5% increase in new homes per year.
- The 2029-2033 pricing shown on the "Current monthly total" is based on a continuing 3.5% annual increase like is outlined in our current contract.
- If Mount Horeb's population didn't increase by a single home... there would still be a \$410,200 savings by moving to the 10-year contract.



Pre-Arranged Bulky Item Pricing (pricing extended through 2033)

Households with Bulky Items must contact Pellitteri Waste Systems prior to pick up and prepay for disposal by check, cash, or credit card. Those large items will be included in the next available scheduled large item pickup. Items must be at the curb or end of driveway on the scheduled pickup day. All large household items must be no more than five (5) feet from the street. Large household items needing special picked up is available weekly.

White Goods, Electronic Waste (collected at individual residences) and Other Bulk Items:

ITEM	2025	2026	2027	2028	2029	2030	2031	2032	2033
White Goods without refrigerants	\$55.00	\$56.00	\$57.00	\$58.00	\$59.00	\$60.00	\$61.00	\$62.00	\$63.00
White Goods, with refrigerants	\$65.00	\$66.00	\$67.00	\$68.00	\$69.00	\$70.00	\$71.00	\$72.00	\$73.00
Car Tire, without rim	\$28.00	\$29.00	\$30.00	\$31.00	\$32.00	\$33.00	\$34.00	\$35.00	\$36.00
Car Tire with rim	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Truck Tire, without rim	\$33.00	\$34.00	\$35.00	\$36.00	\$37.00	\$38.00	\$39.00	\$40.00	\$41.00
Truck Tire, with rim	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Additional Refuse, per cubic yard	\$23.00	\$24.00	\$25.00	\$26.00	\$27.00	\$28.00	\$29.00	\$30.00	\$31.00
Additional 30-Gallon Bag Refuse/Recycling	\$3.12	\$3.18	\$3.25	\$3.31	\$3.37	\$3.43	\$3.49	\$3.55	\$3.61
Construction and Demolition Waste, per cubic yard	\$31.00	\$32.00	\$33.00	\$34.00	\$35.00	\$36.00	\$37.00	\$38.00	\$39.00
Furniture, fixtures, other	\$41.00	\$42.00	\$43.00	\$44.00	\$45.00	\$46.00	\$47.00	\$48.00	\$49.00
Electronics, Computers	\$52.00	\$53.00	\$54.00	\$55.00	\$56.00	\$57.00	\$58.00	\$59.00	\$60.00

The bulk item pricing would be extended through 2033 as outlined above.
This pricing continues the same pricing formula as detailed in our original bid.



AGENDA ITEM REPORT

MEETING DATE

April 2, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 6.e

Award of Contract 25-101 for 2025 Street Reconstruction Projects

BACKGROUND

This contract is for our annual street reconstruction projects. This year we will be doing a full removal and replacement of pavement along Blue Mounds Street from Main Street to Justin Street and a mill and repave of Garfield Street from Blue Mounds Street to the western Village limits. The original budget for these projects is \$1.9 million.

The bid tabulation sheet for this project has been added to the packets, and I'm happy to report that the apparent low bid from Rule Construction came in under budget at \$1,221,015. Rule has done many projects in the Village and staff are comfortable with the award of the contract.

RECOMMENDATION

ATTACHMENTS

1. LTR 2025-0328 Bid Tabulations 25-101

SMITHGROUP

March 28, 2025

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

Re 2025 Street Improvements
Contract 25-101
Village of Mount Horeb, Wisconsin

Dear Nic:

Bids for the above referenced project were opened on March 28, 2025. Four (4) bids were received with the resulting bid tabulations enclosed. The low bid of \$1,221,015.00 was lower than the Engineer's Opinion of Probable Construction Cost of \$1,600,000. The highest bid received was \$1,569,224.65. We have enclosed the bid tabulations for your review and files.

Rule Construction, Ltd. of Dodgeville, Wisconsin was the apparent low bidder at \$1,221,015.00. The bid included a bid bond for 10%.

As with all contractors, we strongly suggest that you consider evaluating Rule'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.
Associate | Civil Engineer

CC: Denise Schwenn, Denise.Schwenn@mounthorebwi.info
Jeff Gorman, jeff.gorman@mounthorebwi.info
Brian Schult, brian.schult@mounthorebwi.info
Mike Brace, michael.brace@mounthorebwi.info
Rob Wright, robert.wright@smithgroup.com
Josh Bilau, josh.bilau@smithgroup.com
Mike Bisbach, mike@rule-construction.com

CONTRACT 25-101

BID DATE: **March 28, 2025** BID TIME: **11:00 A.M.**
VILLAGE OFFICE · 138 E. MAIN STREET · MOUNT HOREB, WI

2025 STREET IMPROVEMENTS

BLUE MOUNDS STREET (W MAIN S TO JUSTIN DR)
WEST GARFIELD STREET (WEST VILLAGE LIMITS TO BLUE MOUNDS ST)

BIDDER'S NAME	ADDENDUM NO. 1	BID BOND	BASE BID AMOUNT		RANK
			Contractor's computed	Engineer's computed	
RULE CONSTRUCTION, LTD.	x	x	\$ 1,221,015.00	\$ 1,221,015.00	1
G-PRO EXCAVATING & LANDSCAPING	x	x	\$ 1,381,207.25	\$ 1,381,207.25	2
PARISI CONSTRUCTION, LLC	x	x	\$ 1,419,808.25	\$ 1,419,808.25	3
RG HUSTON	x	x	\$ 1,569,224.65	\$ 1,569,224.65	4

Reviewed and Approved By: 

Robert S. Wright, PE
Village Engineer

SMITHGROUP

Client Village of Mount Horeb
 Project **Mount Horeb 2025 Street Improvements (CONTRACT 25-101)**
 Project # 15582.000
 Detail **Bid Tabulation**
 Date 3/28/2025

www.smithgroup.com

				RULE CONSTRUCTION, LTD. 3696 STATE ROAD 23 DODGEVILLE, WI 53533		G-PRO EXCAVATING & LANDSCAPING PO BOX 215 MONTFORT, WI 53569		PARISI CONSTRUCTION, LLC 508 SOUTH NINE MOUND ROAD VERONA, WI 53593		R.G. HUSTON 2561 COFFEYTOWN ROAD COTTAGE GROVE, WI 53527	
Item	Description	Quantity	Unit	Unit Cost	Item Total	Unit Cost	Item Total	Unit Cost	Item Total	Unit Cost	Item Total
A	Roadway										
1	Unclassified Excavation - Including Removal of all Materials & Subgrade (for 4" asphalt and 18" aggregate base, all 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	\$ 164,000.00	\$ 164,000.00	\$ 269,500.00	\$ 269,500.00	\$ 250,000.00	\$ 250,000.00	\$ 504,000.00	\$ 504,000.00
2	Excavation Below Subgrade & Place Stone Fill (Undercut) (Complete in place)	1230	CY	\$ 52.50	\$ 64,575.00	\$ 39.00	\$ 47,970.00	\$ 65.00	\$ 79,950.00	\$ 60.00	\$ 73,800.00
3	Geotextile Fabric. (Complete in place)	620	SY	\$ 4.00	\$ 2,480.00	\$ 3.00	\$ 1,860.00	\$ 2.90	\$ 1,798.00	\$ 2.50	\$ 1,550.00
4	Install Crushed Stone Base Course (18" Deep). (Complete in place)	12800	SY	\$ 17.65	\$ 225,920.00	\$ 15.34	\$ 196,352.00	\$ 15.50	\$ 198,400.00	\$ 21.25	\$ 272,000.00
5	Finish Grade Base Course. (Complete in place)	39	STA	\$ 465.00	\$ 18,135.00	\$ 514.00	\$ 20,046.00	\$ 520.00	\$ 20,280.00	\$ 540.00	\$ 21,060.00
6	Install 30" Concrete Curb & Gutter. (Includes placement and compaction of 9" depth crushed stone Base Course to 12" behind curb & gutter and placement and compaction of 18" depth crushed stone Base Course below roadway with min. 1.5" Temporary Asphalt Pavement Patch on Blue Mounds St or binder course pavement on W Garfield St.) (Complete in place)	2200	LF	\$ 42.00	\$ 92,400.00	\$ 53.60	\$ 117,920.00	\$ 45.25	\$ 99,550.00	\$ 40.00	\$ 88,000.00
7	Special Waterway Curb. (Includes placement and compaction of 18" depth crushed stone Base Course to 12" behind back of curb.) (Complete in place)	235	SF	\$ 14.00	\$ 3,290.00	\$ 17.35	\$ 4,077.25	\$ 18.75	\$ 4,406.25	\$ 16.00	\$ 3,760.00
8	Driveway Plating and Access During Curb Curing (undistributed)	1	EA	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00	\$ 640.00	\$ 640.00	\$ 4,400.00	\$ 4,400.00
9	Sawcut Butt Joint. (Complete in place)	680	LF	\$ 2.50	\$ 1,700.00	\$ 4.00	\$ 2,720.00	\$ 2.60	\$ 1,768.00	\$ 2.35	\$ 1,598.00
10	Asphalt Milling. (Complete in place)	4700	SY	\$ 2.67	\$ 12,549.00	\$ 3.50	\$ 16,450.00	\$ 2.20	\$ 10,340.00	\$ 2.05	\$ 9,635.00
11	Install 2.5" Overlay Bituminous Pavement. (Type LT) (Complete in place)	4700	SY	\$ 10.00	\$ 47,000.00	\$ 10.00	\$ 47,000.00	\$ 11.00	\$ 51,700.00	\$ 10.10	\$ 47,470.00
12	Install 4" Deep Bituminous Pavement. (2-1/4" Binder, 1-3/4" Surface, Type LT) (Complete in place)	13300	SY	\$ 16.00	\$ 212,800.00	\$ 16.00	\$ 212,800.00	\$ 17.75	\$ 236,075.00	\$ 16.20	\$ 215,460.00
13	Remove Existing Bituminous Drive Apron and Replace with 3" Thick Bituminous Drive Apron on 8" Deep Aggregate Base. (Complete in place)	180	SF	\$ 8.00	\$ 1,440.00	\$ 9.50	\$ 1,710.00	\$ 6.90	\$ 1,242.00	\$ 10.30	\$ 1,854.00
14	Remove Existing Concrete Apron and Replace with 6" Thick Concrete Drive Apron on 6" Deep Aggregate Base. (includes decorative concrete) (Complete in place)	450	SF	\$ 10.50	\$ 4,725.00	\$ 11.50	\$ 5,175.00	\$ 20.00	\$ 9,000.00	\$ 9.10	\$ 4,095.00
15	Install New 5-in Concrete Sidewalk on New 4-in Deep Aggregate Base. (Complete in place)	3500	SF	\$ 8.50	\$ 29,750.00	\$ 7.50	\$ 26,250.00	\$ 7.20	\$ 25,200.00	\$ 6.75	\$ 23,625.00
16	Remove and Replace 5-in Concrete Sidewalk on New 4-in Deep Aggregate Base. (Complete in place)	1300	SF	\$ 10.50	\$ 13,650.00	\$ 11.50	\$ 14,950.00	\$ 20.00	\$ 26,000.00	\$ 9.75	\$ 12,675.00
17	Accessible Ramps (2 - 24-in x 24-in Detectable Warning Plates per each) (Complete in place)	12	EACH	\$ 300.00	\$ 3,600.00	\$ 300.00	\$ 3,600.00	\$ 360.00	\$ 4,320.00	\$ 305.00	\$ 3,660.00
18	Sidewalk Striping (across Fire Department apron) (2 - 4-inch solid red lines, 4 feet apart) (Complete in place)	345	LF	\$ 8.00	\$ 2,760.00	\$ 13.00	\$ 4,485.00	\$ 5.60	\$ 1,932.00	\$ 13.00	\$ 4,485.00
19	Hydrant Curb Striping (15 LF centered on hydrant, curb face and head, yellow) (Complete in place)	30	LF	\$ 8.00	\$ 240.00	\$ 40.00	\$ 1,200.00	\$ 11.00	\$ 330.00	\$ 40.00	\$ 1,200.00
20	Restoration (Includes min. 1.5" depth Temporary Asphalt Pavement Patch over utility trench for Phase 1 Sanitary Sewer Extension)	1	LS	\$ 42,000.00	\$ 42,000.00	\$ 128,300.00	\$ 128,300.00	\$ 12,600.00	\$ 12,600.00	\$ 17,000.00	\$ 17,000.00

SMITHGROUP

Client Village of Mount Horeb
 Project **Mount Horeb 2025 Street Improvements (CONTRACT 25-101)**
 Project # 15582.000
 Detail **Bid Tabulation**
 Date 3/28/2025

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				RULE CONSTRUCTION, LTD. 3696 STATE ROAD 23 DODGEVILLE, WI 53533		G-PRO EXCAVATING & LANDSCAPING PO BOX 215 MONTFORT, WI 53569		PARISI CONSTRUCTION, LLC 508 SOUTH NINE MOUND ROAD VERONA, WI 53593		R.G. HUSTON 2561 COFFEYTOWN ROAD COTTAGE GROVE, WI 53527	
Item	Description	Quantity	Unit	Unit Cost	Item Total	Unit Cost	Item Total	Unit Cost	Item Total	Unit Cost	Item Total
21	Construction Staking and Layout	1	LS	\$ 6,000.00	\$ 6,000.00	\$ 10,950.00	\$ 10,950.00	\$ 5,500.00	\$ 5,500.00	\$ 5,000.00	\$ 5,000.00
22	Traffic Control	1	LS	\$ 16,000.00	\$ 16,000.00	\$ 8,500.00	\$ 8,500.00	\$ 22,900.00	\$ 22,900.00	\$ 5,400.00	\$ 5,400.00
23	Erosion Control	1	LS	\$ 7,000.00	\$ 7,000.00	\$ 5,500.00	\$ 5,500.00	\$ 22,700.00	\$ 22,700.00	\$ 38,000.00	\$ 38,000.00
B Sanitary Sewer											
24	Install New 8" SDR 35 PVC Sanitary Sewer (includes reconnection of all live laterals) (Complete in place)	465	LF	\$ 72.00	\$ 33,480.00	\$ 155.00	\$ 72,075.00	\$ 310.00	\$ 144,150.00	\$ 127.00	\$ 59,055.00
25	Provide New 48" diameter Sanitary Sewer Manhole with castings (Neenah R-1550-B with non-rocking lid) (includes installation, adjustment, polyethylene rings, and external chimney seal) (Complete in Place)	2	EACH	\$ 5,800.00	\$ 11,600.00	\$ 5,387.00	\$ 10,774.00	\$ 7,100.00	\$ 14,200.00	\$ 5,300.00	\$ 10,600.00
26	Remove and Replace 48" diameter Sanitary Sewer Manhole with castings (Neenah R-1550-B with non-rocking lid) (includes adjustment, polyethylene rings, and external chimney seal) (Complete in Place)	1	EACH	\$ 8,900.00	\$ 8,900.00	\$ 5,870.00	\$ 5,870.00	\$ 7,800.00	\$ 7,800.00	\$ 7,100.00	\$ 7,100.00
27	Adjust Existing Sanitary Sewer Manhole Casting to finish grade. Provide new polyethylene adjustment rings and external chimney seal. Reuse existing casting unless otherwise noted. (Complete in place)	12	EACH	\$ 1,170.00	\$ 14,040.00	\$ 847.00	\$ 10,164.00	\$ 1,200.00	\$ 14,400.00	\$ 860.00	\$ 10,320.00
28	Provide New Sanitary Sewer Manhole Casting. (Neenah R-1550-B with non-rocking lid) Installation and adjustment are included within Bid Item 26	11	EACH	\$ 600.00	\$ 6,600.00	\$ 550.00	\$ 6,050.00	\$ 450.00	\$ 4,950.00	\$ 960.00	\$ 10,560.00
29	Sanitary Spot Repair PVC - 10 LF (Includes Fernco connections). (Complete in place)	1	EACH	\$ 4,600.00	\$ 4,600.00	\$ 2,150.00	\$ 2,150.00	\$ 5,200.00	\$ 5,200.00	\$ 3,400.00	\$ 3,400.00
30	Sanitary Spot Repair Truss Pipe - 10 LF (Includes Fernco connections). (Complete in place)	7	EACH	\$ 4,700.00	\$ 32,900.00	\$ 2,250.00	\$ 15,750.00	\$ 5,300.00	\$ 37,100.00	\$ 2,550.00	\$ 17,850.00
31	Sanitary Spot Repair Truss Pipe - 20 LF (Includes Fernco connections). (Complete in place)	1	EACH	\$ 7,900.00	\$ 7,900.00	\$ 3,600.00	\$ 3,600.00	\$ 7,500.00	\$ 7,500.00	\$ 3,700.00	\$ 3,700.00
32	Connection to Existing Sanitary Manhole (Field Core EX-SAN-MH-21) (Complete in place)	1	EACH	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00	\$ 4,900.00	\$ 4,900.00	\$ 3,900.00	\$ 3,900.00
33	Rock Excavation	465	LF	\$ 55.00	\$ 25,575.00	\$ 10.00	\$ 4,650.00	\$ 1.00	\$ 465.00	\$ 0.01	\$ 4.65
34	Underground Utility Exploration (as requested by Engineer) (undistributed)	2	EACH	\$ 1,200.00	\$ 2,400.00	\$ 1,000.00	\$ 2,000.00	\$ 940.00	\$ 1,880.00	\$ 1,400.00	\$ 2,800.00
C Water Main											
35	8-inch Ductile Iron Water Main (Includes connections to existing main). (Complete in place)	40	LF	\$ 195.00	\$ 7,800.00	\$ 248.00	\$ 9,920.00	\$ 150.00	\$ 6,000.00	\$ 270.00	\$ 10,800.00
36	Replace 10" Gate Valve Box, including Gate Valve Adaptor and Clear Stone Backfill. (Complete in place)	2	EACH	\$ 1,805.00	\$ 3,610.00	\$ 1,487.00	\$ 2,974.00	\$ 1,400.00	\$ 2,800.00	\$ 1,150.00	\$ 2,300.00
37	Replace 8" Gate Valve Box, including Gate Valve Adaptor and Clear Stone Backfill. (Complete in place)	6	EACH	\$ 1,805.00	\$ 10,830.00	\$ 1,487.00	\$ 8,922.00	\$ 1,400.00	\$ 8,400.00	\$ 1,140.00	\$ 6,840.00
38	Replace 6" Gate Valve Box, including Gate Valve Adaptor and Clear Stone Backfill. (Complete in place)	1	EACH	\$ 1,805.00	\$ 1,805.00	\$ 1,487.00	\$ 1,487.00	\$ 1,400.00	\$ 1,400.00	\$ 1,140.00	\$ 1,140.00
39	Replace 4" Gate Valve Box, including Gate Valve Adaptor and Clear Stone Backfill. (Complete in place)	1	EACH	\$ 1,805.00	\$ 1,805.00	\$ 1,487.00	\$ 1,487.00	\$ 1,300.00	\$ 1,300.00	\$ 1,140.00	\$ 1,140.00
40	Replace 8" Gate Valve Box Top Section	3	EACH	\$ 450.00	\$ 1,350.00	\$ 375.00	\$ 1,125.00	\$ 550.00	\$ 1,650.00	\$ 260.00	\$ 780.00
41	Replace 6" Gate Valve Box Top Section	1	EACH	\$ 450.00	\$ 450.00	\$ 375.00	\$ 375.00	\$ 550.00	\$ 550.00	\$ 260.00	\$ 260.00
42	Underground Utility Exploration (as shown on Drawings)	2	EACH	\$ 1,200.00	\$ 2,400.00	\$ 1,000.00	\$ 2,000.00	\$ 940.00	\$ 1,880.00	\$ 1,400.00	\$ 2,800.00
D Storm Sewer - West Garfield Street & Blue Mounds Street											

SMITHGROUP

Client Village of Mount Horeb
 Project **Mount Horeb 2025 Street Improvements (CONTRACT 25-101)**
 Project # 15582.000
 Detail **Bid Tabulation**
 Date 3/28/2025

www.smithgroup.com

				RULE CONSTRUCTION, LTD. 3696 STATE ROAD 23 DODGEVILLE, WI 53533		G-PRO EXCAVATING & LANDSCAPING PO BOX 215 MONTFORT, WI 53569		PARISI CONSTRUCTION, LLC 508 SOUTH NINE MOUND ROAD VERONA, WI 53593		R.G. HUSTON 2561 COFFEYTOWN ROAD COTTAGE GROVE, WI 53527	
Item	Description	Quantity	Unit	Unit Cost	Item Total	Unit Cost	Item Total	Unit Cost	Item Total	Unit Cost	Item Total
43	12-inch RCP Storm Sewer (Complete in place)	116	LF	\$ 121.00	\$ 14,036.00	\$ 87.00	\$ 10,092.00	\$ 100.00	\$ 11,600.00	\$ 80.00	\$ 9,280.00
44	Provide New 2' x 3' Type H Curb Inlet with casting and grate (includes installation, adjustment, and rings) (Complete in place)	3	EACH	\$ 2,570.00	\$ 7,710.00	\$ 2,618.00	\$ 7,854.00	\$ 3,900.00	\$ 11,700.00	\$ 2,500.00	\$ 7,500.00
45	Provide New 48" diameter Storm Manhole with castings and grate (includes installation, adjustment, and rings) (Complete in place)	1	EACH	\$ 3,800.00	\$ 3,800.00	\$ 3,568.00	\$ 3,568.00	\$ 4,600.00	\$ 4,600.00	\$ 3,400.00	\$ 3,400.00
46	Connection to Existing Storm Manhole (Field Core EX-STM-MH-16) (Complete in place)	1	EACH	\$ 2,000.00	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,600.00	\$ 1,600.00	\$ 1,700.00	\$ 1,700.00
47	Adjust Existing Storm Sewer Manhole Casting to finish grade. Provide new concrete adjustment rings. Reuse existing casting unless otherwise noted. (Complete in place)	11	EACH	\$ 750.00	\$ 8,250.00	\$ 550.00	\$ 6,050.00	\$ 580.00	\$ 6,380.00	\$ 360.00	\$ 3,960.00
48	Provide New Inlet Casting. (Neenah R-3067-C with Type A Grate with no curb box)	1	EACH	\$ 900.00	\$ 900.00	\$ 700.00	\$ 700.00	\$ 1,500.00	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00
49	Underground Utility Exploration (as shown on Drawings)	2	EACH	\$ 1,200.00	\$ 2,400.00	\$ 1,000.00	\$ 2,000.00	\$ 940.00	\$ 1,880.00	\$ 1,400.00	\$ 2,800.00
E Storm Sewer Improvements - Alley between S First St and S Second St											
50	Sawcut Butt Joint. (Complete in place)	120	LF	\$ 2.50	\$ 300.00	\$ 4.00	\$ 480.00	\$ 2.60	\$ 312.00	\$ 9.00	\$ 1,080.00
51	Alley Pavement Restoration (includes 4" Bituminous Pavement Patch and 12" crushed stone Base Course) (Complete in place)	1	LS	\$ 5,460.00	\$ 5,460.00	\$ 11,115.00	\$ 11,115.00	\$ 5,700.00	\$ 5,700.00	\$ 6,500.00	\$ 6,500.00
52	Install New 8" SDR 35 PVC Storm Sewer (Complete in place)	84	LF	\$ 125.00	\$ 10,500.00	\$ 110.00	\$ 9,240.00	\$ 140.00	\$ 11,760.00	\$ 67.00	\$ 5,628.00
53	Install New 24" Storm Sewer Manhole with in-bell grate (County Materials drawing #A17) (Complete in place)	2	EACH	\$ 3,500.00	\$ 7,000.00	\$ 3,960.00	\$ 7,920.00	\$ 2,600.00	\$ 5,200.00	\$ 2,600.00	\$ 5,200.00
54	Connection to Existing Storm Manhole (Field Core EX-STM-MH-103) (Complete in place)	1	EACH	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00	\$ 1,600.00	\$ 1,600.00	\$ 1,700.00	\$ 1,700.00
55	Underground Utility Exploration (as shown on the drawings)	3	EACH	\$ 1,200.00	\$ 3,600.00	\$ 1,000.00	\$ 3,000.00	\$ 940.00	\$ 2,820.00	\$ 1,400.00	\$ 4,200.00
Engineer's Total Computed Bid:				\$ 1,221,015.00		\$ 1,381,207.25		\$ 1,419,808.25		\$ 1,569,224.65	
Contractor's Total Computed Bid:				\$ 1,221,015.00		\$ 1,381,207.25		\$ 1,419,808.25		\$ 1,569,224.65	
				RULE CONSTRUCTION, LTD. 3696 STATE ROAD 23 DODGEVILLE, WI 53533		G-PRO EXCAVATING & LANDSCAPING PO BOX 215 MONTFORT, WI 53569		PARISI CONSTRUCTION, LLC 508 SOUTH NINE MOUND ROAD VERONA, WI 53593		R.G. HUSTON 2561 COFFEYTOWN ROAD COTTAGE GROVE, WI 53527	



AGENDA ITEM REPORT

MEETING DATE

April 2, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 6.f

Award of Contract 25-102 Stewart Lake Park Stormwater Project

BACKGROUND

For years, stormwater running off of the Lake Street area in the Village went to a small detention basin then ran down the edge of CTH JG. This runoff caused some issues with erosion and icing when the water froze on the street. This project will re-route the stormwater to a larger basin and control the runoff down the side of JG to address these issues. The estimated project budget was \$100,000, and the Village's share of the project will be \$50,000. The County will provide a 50% matching grant to cover a portion of the costs.

Like the bids for the 2025 street projects, the Stewart Lake Stormwater project came in under budget at \$99,582. Rule Construction was the low bidder for this project as well and Village staff are comfortable awarding the contract to Rule.

RECOMMENDATION

ATTACHMENTS

1. LTR 2025-0331 Bid Tabulations 25-102_rev1

SMITHGROUP

March 31, 2025

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

Re Stewart Lake Park Stormwater
 Contract 25-102
 Village of Mount Horeb, Wisconsin

Dear Nic:

Bids for the above referenced project were opened on March 28, 2025. Four (4) bids were received with the resulting bid tabulations enclosed. The low bid of \$99,582.50 was lower than the Engineer's Opinion of Probable Construction Cost of \$100,000. The highest bid received was \$194,035.00. We have enclosed the bid tabulations for your review and files.

Rule Construction of Dodgeville, Wisconsin was the apparent low bidder at \$99,582.50. The bid included a bid bond for 10%.

As with all contractors, we strongly suggest that you consider evaluating Rule Construction 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.
Associate | Civil Engineer

CC: Denise Schwenn, Denise.Schwenn@mounthorebwi.info
 Jeff Gorman, jeff.gorman@mounthorebwi.info
 Rob Wright, robert.wright@smithgroup.com
 Josh Bilau, josh.bilau@smithgroup.com
 Mike Bisbach, mike@rule-construction.com

CONTRACT 25-102

BID DATE: **MARCH 28, 2025** BID TIME: **11:30 A.M.**
VILLAGE OFFICE · 138 E. MAIN STREET · MOUNT HOREB, WI

STEWART LAKE PARK STORMWATER
LAKE STREET AT NORTH VILLAGE LIMITS
MOUNT HOREB, WI

BIDDER'S NAME	ADDENDUM 1	BID BOND	BASE BID AMOUNT		RANK
			Contractor's computed	Engineer's computed	
Rule Construction, LTD.	X	X	\$ 99,582.50	\$ 99,582.50	1
G-Pro Excavating & Landscaping	X	X	\$ 175,373.00	\$ 175,373.00	2
JI Construction		X	\$ 194,035.00	\$ 194,035.00	4
RG Huston	X	X	\$ 185,000.00	\$ 185,000.00	3

Reviewed and Approved By:



Robert S. Wright, PE
Village Engineer

Client Village of Mount Horeb
 Project **Mount Horeb - Stewart Lake Storm Water**
 Project # 50581.000
 Detail **Bid Tabulation**
 Date 3/31/2025

				Rule Construction 3696 State Road 23 Dodgeville, WI 53533		R.G. Huston 2561 Coffeytown Road Cottage Grove, WI 53527		Jl Construction, LLC 1320 Goldman Lane Livingston, WI 53554		G-Pro Excavating LLC 101 South Fountain Street, P.O. Box 215 Montfort, WI 53569	
Item	Description	Quantity	Unit	Unit Cost	Item Total	Unit Cost	Item Total	Unit Cost	Item Total	Unit Cost	Item Total
A Grading and Excavating											
1	Mobilization	1	LS	\$ 1,200.00	\$ 1,200.00	\$ 59,000.00	\$ 59,000.00	\$ 24,000.00	\$ 24,000.00	\$ 16,200.00	\$ 16,200.00
2	Sawcut Butt Joint. (Complete in place)	90	LF	\$ 3.00	\$ 270.00	\$ 3.00	\$ 270.00	\$ 4.00	\$ 360.00	\$ 5.00	\$ 450.00
3	Install 4" Deep Bituminous Pavement. (2-1/4" Binder, 1-3/4" Surface, Type LT) (Complete in place)	45	SY	\$ 97.50	\$ 4,387.50	\$ 169.00	\$ 7,605.00	\$ 100.00	\$ 4,500.00	\$ 130.00	\$ 5,850.00
4	Restoration	1	LS	\$ 12,000.00	\$ 12,000.00	\$ 25,300.00	\$ 25,300.00	\$ 18,000.00	\$ 18,000.00	\$ 23,780.00	\$ 23,780.00
5	Construction Staking and Layout	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 1,750.00	\$ 1,750.00	\$ 6,500.00	\$ 6,500.00	\$ 2,000.00	\$ 2,000.00
6	Traffic Control	1	LS	\$ 1,200.00	\$ 1,200.00	\$ 1,760.00	\$ 1,760.00	\$ 1,500.00	\$ 1,500.00	\$ 5,000.00	\$ 5,000.00
7	Erosion Control	1	LS	\$ 1,175.00	\$ 1,175.00	\$ 2,700.00	\$ 2,700.00	\$ 9,500.00	\$ 9,500.00	\$ 4,230.00	\$ 4,230.00
8	Remove Sanitary Manhole Risers and Cone Section and Replace with New Pre-Cast Concrete Eccentric Cone Section, Chimney, Casting, and External Seal (includes adjustment). (Complete in place). (SAN-MH-B15 & SAN-MH-16)	2	EACH	\$ 4,400.00	\$ 8,800.00	\$ 5,800.00	\$ 11,600.00	\$ 3,000.00	\$ 6,000.00	\$ 3,067.00	\$ 6,134.00
9	Unclassified Excavation - Including Removal of all Materials & Subgrade (for 4" asphalt and 12" aggregate base, excavation of the pond, 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	\$ 16,375.00	\$ 16,375.00	\$ 16,600.00	\$ 16,600.00	\$ 25,000.00	\$ 25,000.00	\$ 64,300.00	\$ 64,300.00
10	Tree Removal	4	EACH	\$ 750.00	\$ 3,000.00	\$ 930.00	\$ 3,720.00	\$ 2,000.00	\$ 8,000.00	\$ 1,500.00	\$ 6,000.00
11	Stone Weeper	175	CF	\$ 15.00	\$ 2,625.00	\$ 4.00	\$ 700.00	\$ 18.00	\$ 3,150.00	\$ 5.00	\$ 875.00
12	Turf Stone	540	SF	\$ 12.00	\$ 6,480.00	\$ 16.00	\$ 8,640.00	\$ 35.00	\$ 18,900.00	\$ 10.00	\$ 5,400.00
B Storm Sewer											
13	Install New 18" RCP Storm Sewer	195	LF	\$ 100.00	\$ 19,500.00	\$ 89.00	\$ 17,355.00	\$ 115.00	\$ 22,425.00	\$ 72.00	\$ 14,040.00
14	Install New 12" HDPE Storm Sewer	100	LF	\$ 68.00	\$ 6,800.00	\$ 92.00	\$ 9,200.00	\$ 80.00	\$ 8,000.00	\$ 54.00	\$ 5,400.00
15	Install New 36" RCP Storm Sewer Manhole with Cone Grate	1	EACH	\$ 3,920.00	\$ 3,920.00	\$ 3,800.00	\$ 3,800.00	\$ 4,800.00	\$ 4,800.00	\$ 3,660.00	\$ 3,660.00
16	Install New 48" RCP Storm Sewer Manhole	1	EACH	\$ 4,050.00	\$ 4,050.00	\$ 3,900.00	\$ 3,900.00	\$ 7,500.00	\$ 7,500.00	\$ 3,762.00	\$ 3,762.00
17	Connection to STM-MH-10 (Complete in place)	1	EACH	\$ 1,000.00	\$ 1,000.00	\$ 1,800.00	\$ 1,800.00	\$ 7,500.00	\$ 7,500.00	\$ 3,500.00	\$ 3,500.00
18	Install 12" Flared End Section with Concrete Flume & Rip Rap	1	EACH	\$ 2,250.00	\$ 2,250.00	\$ 4,500.00	\$ 4,500.00	\$ 14,400.00	\$ 14,400.00	\$ 2,150.00	\$ 2,150.00
19	Install 18" Flared End Section with Concrete Flume & Rip Rap	1	EACH	\$ 2,550.00	\$ 2,550.00	\$ 4,800.00	\$ 4,800.00	\$ 4,000.00	\$ 4,000.00	\$ 2,642.00	\$ 2,642.00
Engineer's Total Computed Bid:				\$	99,582.50	\$	185,000.00	\$	194,035.00	\$	175,373.00
Contractor's Total Computed Bid:				\$	99,582.50	\$	185,000.00	\$	194,035.00	\$	175,373.00
Item	Description	Quantity	Unit	ADD/DEDUCT Unit Cost	ADD/DEDUCT Item Total	ADD/DEDUCT Unit Cost	ADD/DEDUCT Item Total	ADD/DEDUCT Unit Cost	ADD/DEDUCT Item Total	ADD/DEDUCT Unit Cost	ADD/DEDUCT Item Total
Bid Alternates											
20	Install New 18" HDPE Storm Sewer (ADD/DEDUCT to Bid Item No. 13)	195	LF	\$ 15.00	\$ 2,925.00	\$ -	\$ -	\$ 13.00	\$ 2,535.00	\$ 7.00	\$ 1,365.00
Engineer's Total Computed Bid w/ Alternates				\$	96,657.50	\$	185,000.00	\$	191,500.00	\$	174,008.00
Contractor's Total Computed Bid w/ Alternates				\$	96,657.00	\$	185,000.00	\$	191,500.00	\$	174,008.00
				Rule Construction 3696 State Road 23 Dodgeville, WI 53533		R.G. Huston 2561 Coffeytown Road Cottage Grove, WI 53527		Jl Construction, LLC 1320 Goldman Lane Livingston, WI 53554		G-Pro Excavating LLC 101 South Fountain Street, P.O. Box 215 Montfort, WI 53569	

**VILLAGE OF MOUNT HOREB
ARBOR DAY PROCLAMATION**

WHEREAS, the Village of Mount Horeb understands the need for a well-developed urban forest in the community, and

WHEREAS, the Parks, Recreation and Forestry Commission implements a Village-wide forestry program to better manage trees within the Village, and

WHEREAS, Arbor Day has been observed throughout the nation for many years, and

WHEREAS, trees benefit the community by their ability to moderate the temperature, clean the air, reduce storm water runoff, produce oxygen and produce habitat for wildlife, and

WHEREAS, trees in our Village increase property values, enhance the economic vitality of business areas and beautify our community, and

WHEREAS, the Village of Mount Horeb desires to continue expanding its' tree planting program,

NOW, THEREFORE, I, Ryan Czyzewski, Village President of Mount Horeb, do hereby proclaim April 20, 2025 through April 26, 2025 as Arbor Day Week in the Village of Mount Horeb, and I urge all citizens to support efforts to care for our trees and urban forest and to support our community urban forestry program, and

FURTHER, I urge all citizens to plant trees and promote the urban forest today and always.

DATED this 2nd day of April, 2025.

Ryan Czyzewski, Village President

RESOLUTION No 2025-04
VILLAGE OF MOUNT HOREB

A RESOLUTION ADJUSTING THE SUSTAINABILITY AND NATURAL RESOURCE COMMITTEE
OF THE VILLAGE OF MOUNT HOREB

WHEREAS, the Sustainability and Natural Resources Committee has shown to be a valuable resource to the Village;

WHEREAS, the Sustainability and Natural Resources Committee's goals, focus, and purpose have been further defined;

WHEREAS, the operations of the Committee would best be served with a modification to the organization of the committee structure;

NOW, THEREFORE, BE IT RESOLVED that the Village of Mount Horeb Sustainability and Natural Resource Committee will be comprised of five to seven members (up to two Village Board Trustees and five Mount Horeb residents) beginning May 1, 2025. Committee members and Chair will be appointed by the Village President. If possible one committee appointment should be filled by a student liaison from the Mount Horeb Public High School to provide a voice for those who will inherit the actions of our community. The student will be a resident of the Mount Horeb Area School District and will have voting privileges.

PASSED AND ADOPTED by the Village of Mount Horeb, this the ____ day of ____, 2025.

APPROVED:

By: _____

Ryan Czyzewski, Village President

By: _____

Alyssa Gaffney, Village Clerk