



REGULAR VILLAGE BOARD MEETING

MEETING NOTICE AND AGENDA

WHITEFISH BAY PUBLIC LIBRARY – PROGRAM ROOM

5420 North Marlborough Drive

Monday, February 26, 2018, 6:00 PM

- I. Call to Order and Roll Call

- II. Consent Agenda – Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business.
 1. Minutes of regular meeting held on February 5, 2018.
 2. Resolution No. 3018 changing the polling location for wards 5 & 6.
 3. Appointment of Alexis Deblitz to the Civic Foundation Board.
 4. Appointment of Emily Kirchoefer to the Civic Foundation Board.
 5. Temporary Beer and Wine License for the Whitefish Bay Business Improvement District's Annual Meeting on 3/8/18.

- III. Report of Village Officers
 1. Village Attorney
 2. Village Manager
 3. Village President
 4. Miscellaneous Trustee

- IV. Petitions and Communications – This is an opportunity for anyone to address the Village Board on any issue NOT on the current agenda. While the Board encourages input from residents of the Village, it may not discuss or act on any issue that is not duly noticed on the agenda.

- V. General Business
 1. Discussion/action on Ordinance No. 1838 regarding adoption of the Wisconsin Uniform Building Code.

2. Village Hall Building Project Update.
3. Discussion/action on Village Hall Building Project Change Order #3.

VI Adjourn

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. Contact Village Hall at (414) 962-6690. It is possible that members of and possibly a quorum of members of other Boards, Commissions, or Committees of the Village including in particular the Architectural Review Commission may be in attendance in the above stated meeting to gather information; no action will be taken by any other Boards, Commissions, or Committees of the Village except by the Board, Commission, or Committee noticed above. Agendas and minutes are available on the Village website (www.wfbvillage.org)

REGULAR VILLAGE BOARD MEETING

A regular meeting of the Board of Trustees of Whitefish Bay was held in the Program Room of Whitefish Bay Public Library, 5420 North Marlborough Drive, February 5, 2018

Pursuant to law, written notice of this meeting was given to the press and posted on the public bulletin boards.

I. Call to Order and Roll Call

President Siegel called the meeting to order at 6:03 pm.

Present: Trustees Saunders, Miller, Serebin, Fuda, Demet, Davis and President Siegel

Also Present: Village Manager Paul Boening
Village Attorney Chris Jaekels
Assistant Village Manager Tim Blakeslee
Finance Director Jen Amerell
Police Chief Michael Young
Director of Building Services Joel Oestreich
Library Director Nyama Reed
Deputy Clerk Caren Brustmann

II. Consent Agenda

It was moved by Trustee Davis, seconded by Trustee Saunders, and unanimously carried by the Village Board to approve the consent agenda as presented.

1. Minutes of regular meeting held on January 15, 2018.
2. Claims for January, 2018.
3. Resolution No. 3009 regarding International Migratory Bird Day.
4. Request from Whitefish Bay High School Class of 1978 to possess alcohol at Cahill Park during a 40th Reunion event on 6/30/18.
5. Temporary Beer and Wine License for a fish fry dinner at St. Monica Parish on 3/9/18.

III. Report of Village Officers

1. **Village Attorney** – No report
2. **Village Manager**

Village Manager Paul Boening reminded the Board the next meeting will be held on February 26th at 6:00pm.

3. **Village President** – No report
4. **Miscellaneous Trustee**

Trustee Saunders stated a public meeting regarding proposed parking fees at Milwaukee County Parks will be held at the Mitchell Domes on February 6th at 6:30pm.

IV. Petitions and Communications

Paul Geenen, 401 E. Beaumont Ave; State Lead of the organization 'Organizing For Action' stated that his group has been working on gerrymandering issues. Since April 2017, the group has organized meetings with very high attendance. He believes the congressional district boundaries are unfair and that it impacts a lot of other issues in the community. Mr. Geenen will send emails to the Board members.

Don Noel, 4934 N. Idlewild Ave; Stated the gerrymandering issue is a bi-partisan issue and in his opinion it results in a violation of a fundamental democratic principle "one person, one vote". He believes they need a solution and a fair district map.

V. General Business

1. Discussion/action on Resolution No. 3010 – Initial Resolution Authorizing \$640,000 General Obligation Bonds for Street Improvement Projects.

It was moved by Trustee Saunders, seconded by Trustee Demet, and unanimously carried by the Village Board to approve Resolution No. 3010 – Initial Resolution Authorizing \$640,000 General Obligation Bonds for Street Improvement Projects. Motion passed 7-0 by a show of hands.

2. Discussion/action on Resolution No. 3011 – Initial Resolution Authorizing \$280,000 General Obligation Bonds for Sanitary Sewer Projects.

It was moved by Trustee Saunders, seconded by Trustee Davis, and unanimously carried by the Village Board to approve Resolution No. 3011 – Initial Resolution Authorizing \$280,000 General Obligation Bonds for Sanitary Sewer Projects. Motion passed 7-0 by a show of hands.

3. Discussion/ action on Resolution No. 3012 – Initial Resolution Authorizing \$280,000 General Obligation Bonds for Storm Sewer Projects.

It was moved by Trustee Saunders, seconded by Trustee Demet, and unanimously carried by the Village Board to approve Resolution No. 3012 – Initial Resolution Authorizing \$280,000 General Obligation Bonds for Storm Sewer Projects. Motion passed 7-0 by a show of hands.

4. Discussion/ action on Resolution No. 3013 – Initial Resolution Authorizing \$155,000 General Obligation Bonds for Water System Improvements.

It was moved by Trustee Davis, seconded by Trustee Demet, and unanimously carried by the Village Board to approve Resolution No. 3013 – Initial Resolution Authorizing \$155,000 General Obligation Bonds for Water System Improvements. Motion passed 7-0 by a show of hands.

5. Discussion/action on Resolution No. 3014 – Initial Resolution Authorizing \$1,480,000 General Obligation Bonds for Police Department Project.

It was moved by Trustee Saunders, seconded by Trustee Demet, and unanimously carried by the Village Board to approve Resolution No. 3014 – Initial Resolution Authorizing \$1,480,000 General Obligation Bonds for Police Department Project. Motion passed 7-0 by a show of hands.

6. Discussion/ action on Resolution No. 3015 – Initial Resolution Authorizing \$2,640,000 General Obligation Refunding Bonds.

It was moved by Trustee Davis, seconded by Trustee Demet, and unanimously carried by the Village Board to approve Resolution No. 3015 – Initial Resolution Authorizing \$2,640,000 General Obligation Refunding Bonds. Motion passed 7-0 by a show of hands.

7. Discussion/ action on Resolution No. 3016 – Resolution Providing for the Sale of \$5,475,000 General Obligation Corporate Purpose Bonds.

It was moved by Trustee Saunders, seconded by Trustee Demet, and unanimously carried by the Village Board to approve Resolution No. 3016 – Resolution Providing for the Sale of \$5,475,000 General Obligation Corporate Purpose Bonds. Motion passed 7-0 by a show of hands.

8. Discussion/ action on Resolution No. 3017 – Resolution Providing for the Sale of approximately \$1,880,000 General Obligation Promissory Notes.

It was moved by Trustee Davis, seconded by Trustee Demet, and unanimously carried by the Village Board to approve Resolution No. 3017 – Resolution Providing for the Sale of approximately \$1,880,000 General Obligation Promissory Notes. Motion passed 7-0 by a show of hands.

9. Discussion/action on Village Hall Building Project Change Order #2.

Village Manager Boening gave a brief update on the Village Hall project. It was moved by Trustee Miller, seconded by Trustee Demet, and unanimously carried by the Village Board to approve the Village Hall Building Project Change Order #2.

10. The Board may convene into Closed Session pursuant to Wisconsin State Statute §19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session – specifically regarding Fire Station #84.

It was moved by Trustee Serebin, seconded by Trustee Saunders, and unanimously carried by the Village Board to convene into Closed Session pursuant to Wisconsin State Statute §19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session – specifically regarding Fire Station #84.

11. The Board may reconvene into Open Session. The Board reserves the right to take action on any topic discussed in Closed Session.

It was moved by Trustee Saunders, seconded by Trustee Davis, and unanimously carried by the Village Board to reconvene into open session at 7:01pm.

VI. Adjourn

There being no further business, it was moved by Trustee Serebin, seconded by Trustee Fuda, and unanimously carried by the Village Board to adjourn the meeting at 7:02pm.

Caren Brustmann
Deputy Clerk



VILLAGE BOARD MEETING STAFF REPORT

REPORT TO: President Julie Siegel & Village Board of Trustees

REPORT FROM: Paul Boening – Village Manager

DATE: February 22, 2018

AGENDA ITEM: Resolution No. 3018 changing the polling location for wards 5 & 6

ACTION REQUESTED: ___ Ordinance Resolution (Consent) ___ Motion

BACKGROUND

Village Hall is the assigned polling location for wards 5 & 6. Due to the ongoing Village Hall project, the polling location for those wards has been temporarily relocated to the Whitefish Bay Woman's Club at 600 E. Henry Clay St. Despite the fact that the move is temporary, a representative from the State Elections Commission informed Deputy Clerk Caren Brustmann that the Village would need to adopt a resolution to designate the change. Caren was given a verbal "okay" for the polling place to be relocated for the February 20th but was directed to proceed with a resolution in advance of the April 3rd election.

Voters in wards 5 & 6 received a direct mailing from the Village notifying them of the temporary relocation. In addition, the change has also been publicized in the weekly newsletter and on the Village website. The Village will continue to publicize the relocation in the weeks prior to the April election. There will also be signage in place on future election days to redirect voters from Village Hall.

RECOMMENDED ACTION BY VILLAGE BOARD

Staff recommends approval of Resolution No. 3018 changing the polling location for wards 5 & 6.

C: Village Manager Boening
Department Heads
Attorney Jaekels

RESOLUTION NO. 3018

A Resolution Changing Polling Location for Wards 5 & 6

WHEREAS, the Village of Whitefish Bay did by resolution establish polling locations for each election ward; and,

WHEREAS, Wisconsin State Statute 5.25(2) specifies that the governing bodies of cities, villages and towns with populations under 500,000 shall establish polling places; and,

WHEREAS, Wisconsin State Statute 5.25(3) specifies that polling places shall be established at least 30 days before an election; and,

WHEREAS, Whitefish Bay Village Hall was previously designated as the polling place for wards 5 & 6; and,

WHEREAS, Whitefish Bay Village Hall is currently unavailable due to a renovation project;

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Whitefish Bay that the Whitefish Bay Woman’s Club located at 600 E. Henry Clay St., Whitefish Bay, WI, 53217 is hereby established as the polling place for wards 5 & 6.

BE IT FURTHER RESOLVED that the Village Clerk be directed to mail a copy of this resolution to the Milwaukee County Clerk.

PASSED AND ADOPTED by the Village Board of the Village of Whitefish Bay this 26th day of February, 2018.

VILLAGE OF WHITEFISH BAY

Julie Siegel, Village President

Countersigned:

Jennifer Amerell, Village Clerk



**APPLICATION
BOARDS & COMMISSIONS
VILLAGE OF WHITEFISH BAY**

5300 N. Marlborough Ave.
Whitefish Bay, WI 53217
Telephone: 962-6690 Fax: 962-5651

Board or Commission Applying For: Whitefish Bay Civic Foundation Board Member

Name: Alexis Deblitz Address: 6249 N. Lydell Ave. Whitefish Bay Zip: 53217

Telephone: Work: _____ Home: C: 262-573-9675

Email: lexie.deblitz@hotmail.com Fax: _____

Are you a registered voter of Whitefish Bay? Yes How long? 7 years

Have you attended a meeting of this Board/Commission? No

Present Employer: Metropolitan Milwaukee Association of Commerce (MMAC)

Job Title: Project Manager, Council of Small Business Executives (COSBE)

Previous Governmental Bodies Elective Offices Applicant has served	Position/Office Held	Dates	
Civic or Charitable Organizations Organization to which Applicant has belonged	Position Held	Dates	
Special Interests / Hobbies / Talents : Corporate Event Planning			
College, Professional, Vocational Schools attended	Major Subject	Dates	Degree / Date
University of Wisconsin – Eau Claire	German/Journalism	9/2000 – 12/2003	BA – 12/2003

**APPLICATION
BOARDS & COMMISSIONS
VILLAGE OF WHITEFISH BAY**

5300 N. Marlborough Ave. Whitefish Bay, WI 53217
Telephone: 962-6690 Fax: 962-5651

Please state reasons why you want to become a member of this Board or Commission, including what specific objectives you would be working toward as a member of this advisory board: (Attach second page if necessary)

As a proud Whitefish Bay resident, it's apparent that civic foundation events are a major component in the feel of our community. We are a third generation Whitefish Bay family – my husband's grandfather, Elmer Deblitz, having been principal for many years at Lydell School. We chose Whitefish Bay ourselves because we were so charmed by the July 4th festivities that were an integral part of my in-law's family holiday traditions.

As an event coordinator for the small business division at the MMAC, I enjoy the logistics of event planning and feel I could be a valuable contributor in continuing the tradition of the flawlessly executed events the civic foundation offers.

Any other information which you feel would be useful to the Board of Trustees in reviewing your application: (Attach second page if necessary)

Are you or a member of your family associated with any Organization/Employment that might be deemed a conflict of interest in performing your duties if appointed to this position?

No.

If yes, please state name of Organization/Employment:

Do you have any relatives working or serving for the Village of Whitefish Bay? No; although my husband, David Deblitz, recently applied for the open position on the Architectural Review Commission.

If yes, please indicate the name and relationship of the person: _____

Would you be willing to abstain from voting on matters where a potential conflict of interest exists?

Yes, certainly.

Have you been convicted of a felony or misdemeanor? No.

If yes, explain convictions (Do not list any misdemeanor settled in juvenile court)

How did you hear about the opening on this Commission? Kevin Buckley, current board member.

Signature of Applicant:

alexis deblitz

Date: 1/19/18



**APPLICATION
BOARDS & COMMISSIONS
VILLAGE OF WHITEFISH BAY**

5300 N. Marlborough Ave.
Whitefish Bay, WI 53217
Telephone: 962-6690 Fax: 962-5651

Board or Commission Applying For: WHITEFISH BAY CIVIC FOUNDATION

Name: EMILY KIRCHHOEFER Address: 116 W. Belle Ave WFB Zip: 53217

Telephone: Work: - Home: 414-412-7471 Cell: -

Email: emilykirchhofer@gmail.com Fax: -

Are you a registered voter of Whitefish Bay? YES How long? 2008

Have you attended a meeting of this Board/Commission? NO

Present Employer: Ascension Wisconsin - Columbia St. Mary's

Job Title: Registered Nurse in Electrophysiology Lab

Previous Governmental Bodies Elective Offices Applicant has served	Position/Office Held	Dates	
/	/	/	
/	/	/	
/	/	/	
Civic or Charitable Organizations Organization to which Applicant has belonged	Position Held	Dates	
/	/	/	
/	/	/	
Special Interests / Hobbies / Talents : <u>cooking, skiing, swimming, family, reading, music</u>			
College, Professional, Vocational Schools attended	Major Subject	Dates	Degree / Date
<u>ROCKHURST UNIVERSITY Research College of Nursing</u>	<u>Nursing</u>	<u>graduated 2003</u>	<u>BSN - Bachelor of Science in Nursing</u>

APPLICATION
BOARDS & COMMISSIONS
VILLAGE OF WHITEFISH BAY

5300 N. Marlborough Ave. Whitefish Bay, WI 53217
Telephone: 962-6690 Fax: 962-5651

Please state reasons why you want to become a member of this Board or Commission, including what specific objectives you would be working toward as a member of this advisory board: (Attach second page if necessary) I feel extremely fortunate to live in the village of WFB where the sense of community and camaraderie is unmatched. I am committed to engage and actively contribute to this board to maintain and elevate this sense of community. I feel that my ability to collaborate with others and appreciate differing opinions will add value to the current board. I am frequently recognized for my positive attitude, ability to effectively communicate and leadership skills.

Any other information which you feel would be useful to the Board of Trustees in reviewing your application: (Attach second page if necessary)

I am most excited at the potential to help coordinate and participate in the special Whitefish Bay traditions that unite the community such as the 4th of July, Sounds of Summer, Holiday Stroll and Ice Cream Social. I truly look forward to the opportunity to give back to this incredible Village!

Are you or a member of your family associated with any Organization/Employment that might be deemed a conflict of interest in performing your duties if appointed to this position?

NO.

If yes, please state name of Organization/Employment:

Do you have any relatives working or serving for the Village of Whitefish Bay?

If yes, please indicate the name and relationship of the person: NO.

Would you be willing to abstain from voting on matters where a potential conflict of interest exists?

YES.

Have you been convicted of a felony or misdemeanor?

NO.

If yes, explain convictions (Do not list any misdemeanor settled in juvenile court)

How did you hear about the opening on this Commission?

current board member: Terri Sommer

Signature of Applicant:

Emily Kirchhoefer

Date: 1-19-18

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ _____

Application Date: 2-5-18

Town Village City of Whitefish Bay

County of Milwaukee

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 3-8-18 and ending 3-8-18 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- Bona fide Club Church Lodge/Society
 Chamber of Commerce or similar Civic or Trade Organization
 Veteran's Organization Fair Association

(a) Name Merchants of Whitefish Bay - BID

(b) Address 316 E. Silver Spring Whitefish Bay
(Street) Town Village City

(c) Date organized 2006

(d) If corporation, give date of incorporation NA

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Jeff Commer
 Vice President Phil Aiello
 Secretary _____
 Treasurer Kevin

(g) Name and address of manager or person in charge of affair: Kate Commer, 316 E Silver Spring # 230, WFB WI 53217

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 505 E. Silver Spring Drive, WFB

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? inside store

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Merchants of Whitefish Bay Annual Mtg

(b) Dates of event 3-8-18

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Merchants of Whitefish Bay - BID
(Name of Organization)

Officer [Signature]
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 2/5/18

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____



VILLAGE BOARD MEETING STAFF REPORT

REPORT TO: President Julie Siegel & Village Board of Trustees

REPORT FROM: Joel Oestreich – Director of Building Services
Chris Jaekels – Village Attorney

DATE: February 22, 2018

AGENDA ITEM: Discussion/action on Ordinance No. 1838 regarding adoption of the Wisconsin Uniform Building Code

ACTION REQUESTED: Ordinance Resolution Motion

BACKGROUND

Currently Chapter 11, Rule 1 of the Village Building Code adopts the Uniform Dwelling Code (“UDC”) for all residential construction projects. This includes new homes, additions, and remodeling. Application of the UDC has become problematic with regard to older homes since UDC standards are often times too strict to adhere to in a basic remodeling of an older structure (as opposed to new construction whether entire home or addition).

The Uniform Building Code (“UBC”) is a building code which by its terms addresses structures built before 1980. The UBC allows homes built before 1980 (the vast majority of Whitefish Bay homes) to be remodeled without requiring UDC upgrades that would otherwise make projects too expensive or impossible.

The proposed Amendment to Rule 1 provides that while the UDC applies to all new construction whether new home or addition or to the remodeling of structures built after 1980, the UBC applies to remodeling of structures built before 1980.

RECOMMENDED ACTION BY VILLAGE BOARD

Staff recommends approval of Ordinance No. 1838 regarding adoption of the Wisconsin Uniform Building Code.

C: Village Manager Boening
Department Heads

STATE OF WISCONSIN MILWAUKEE COUNTY VILLAGE OF WHITEFISH BAY

ORDINANCE NO: 1838

**An Ordinance to Amend Chapter 11, Rule 1 with Regard to
Adoption of the Wisconsin Uniform Building Code**

The Village Board of the Village of Whitefish Bay, Wisconsin do ordain as follows:

Section One: Chapter 11, Rule 1.1 is hereby repealed and recreated to read as follows:

1. The State of Wisconsin, Administrative Code, DSPS, 322, Uniform Dwelling Code, as adopted and effective December 1, 1978 and DSPS. Chs. 320, 321, 323, 324, and 325 adopted and effective June 1, 1980, and all amendments thereto, is adopted and incorporated in this Code by reference. For structures or portions thereof constructed before June 1, 1980, the Wisconsin Uniform Building Code, as amended, is adopted and incorporated into this Code by reference and shall apply. In the event of any conflicts or inconsistencies between the requirements of this Rule 1.1 and any other provision of the Municipal code, such other provision of the Municipal Code shall control.

Section Two: The provisions of this Section are severable. If any part of this Section is held invalid by a court having competent jurisdiction, then that invalid part shall be severed and the remainder shall remain in effect and enforceable.

Section Three: All ordinances or parts of ordinances conflicting with the provisions of this Ordinance are hereby and to such extent repealed.

Section Four: This ordinance shall take effect and be in force from and after its passage and posting.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Whitefish Bay this _____ day of _____, 2018.

VILLAGE OF WHITEFISH BAY

Julie Siegel, Village President

Jennifer Amerell, Village Clerk

Village of Whitefish Bay Public Works Department

155 W. Fairmount Ave • Whitefish Bay, Wisconsin 53217 • (414) 962-6690 ext 114 • Fax (414) 967-1391

John Edlebeck, P.E., Director of Public Works

February 21, 2018

Memo to: Village President Siegel and Members of the Village Board

From: John Edlebeck, Director of Public Works

Re: **Whitefish Bay Village Hall / Police Department Building Project
Construction Update and Change Order #3**

Most demolition work has been completed inside the building with the installation of new walls, HVAC, plumbing and electrical all proceeding on the first and second floors. I continue to meet with Bray Architects, Scherrer Construction and the Village Staff Building Committee on a regular basis. We have been discussing numerous design features, considering any changes as they relate to the building project and addressing any conflicts that arise.

HAZARDOUS MATERIAL ABATEMENT: The original asbestos / hazardous material survey and the associated hazardous material abatement work to date has utilized the entire \$45,000 amount budgeted and is going over that amount. During the demolition process the contractor identified previously unknown additional hazardous materials that have been abated or and will continue to require special handling and abatement. Listed are additional or new items identified and abated:

- Vermiculite insulation in the walls
- Lead sheeting above some of the suspended ceilings placed originally for nuclear radiation protection
- Asbestos floor tile and mastic that was underneath another flooring layer that previously tested as safe
- Drywall ceilings and walls with asbestos in the mud compound
- 250+ asbestos filled HVAC system elbows abated at \$17 each
- Spray foam application over exposed insulation
- The existing roof system is being tested for possible asbestos materials above the existing Police Department garage
- The extent of the cost for the final amount of hazardous material testing and abatement is unknown at this time but I expect a final expenditure of approximately \$75,000, again depending on what we encounter during the roof work.

SECURITY CAMERAS AND KEYLESS ENTRY: The Village Staff Building Committee has selected vendors to provide the hardware and software for both a keyless entry access system at specific strategic doorways as well as a security camera system. There is a \$24,500 allocation in the project for acquisition of hardware and software for these two items. The expected final expense is \$31,000.

HVAC: The required HVAC demolition has been completed on the 1st and 2nd floors with the new HVAC duct work being installed now. The main trunk ducts in the three HVAC systems were retained and cleaned by a local duct cleaning contractor for \$4,250, which was funded out of the 2018 Village Hall facility maintenance account.

UTILITIES: WE Energies has completed the relocation of the building natural gas service which supplies the existing boiler and the new backup generator. The existing gas service was in alignment conflict with the proposed footing for the new Police Department garage footings. WE Energies and Spectrum will be relocating an overhead powerline in the near future that also is in conflict with the new garage. The installation of new power and cable services into the Village Hall / Police Department building will be completed in the next several months.

CHANGE ORDERS: The process of changing the work scope of the project follows a very detailed change order process. Since this project contract is a lump sum contract, any changes to the scope of the work that affects commodities or labor need to financially compensate either the Village or the contractor. As you can see from the change orders detailed below there are both contract deductions and additions. Any revised work items that eventually becomes a change order can be initiated by the contractor or subcontractor, architect or Village staff. In any building remodeling project there are unexpected conditions that become known once walls, ceilings and floors are removed that then require a redesign or change. In addition, there are changes made during construction to make sure the project is correct and fully functional as intended. Additional add and deduct work items are expected to be brought forth in future change orders. Village Staff has been diligent in its value design efforts to give direction to the contractor to create a fully functional Village Hall/ Police Department facility project while still staying within budget limitations.

CHANGE ORDER #1: approved (\$88,509 deduct) at the time of bid award

CHANGE ORDER #2: approved (\$1,603 add) on February 5, 2018

CHANGE ORDER #3: proposed \$25,588 addition that includes both additions and deductions to the contract amount as summarized below:

<u>ITEM</u>	<u>DEDUCT</u>	<u>ADDITION</u>
Additions and Deductions totaling:		\$34,234
Reduction to basement PD locker room refinish scope		
Addition of the basement PD bathroom refinish		
Elevator door asbestos abatement reduction		
Wall demotion reduction in PD		
Partial ceiling structure removal in boardroom		
Wall surfacing addition to upstairs bathroom		
Wall finish additions in Police Lobby and Building Services		
Minor ceiling / lighting changes in basement to accommodate plumbing		
Reduction in countertops and cabinetry		
Reduction in several door fire ratings		
Power outlet relocations in Police		
Minor changes to keyless entry and security camera locations		
Existing garage floor demolition scope change		\$2,940
Removal of combustible material on 2 ceilings in basement		\$2,914
Security Access Allowance Return	\$14,500	

GRANT APPLICATIONS: In 2017 the Village applied to MMSD for a Green Infrastructure grant for this project and was approved for \$50,000. An amendment to that grant was applied for in December, 2017 and an additional \$39,000 was approved to be added to the original \$50,000 grant. I also submitted a Focus on Energy (FOE) indoor ceiling light grant application for this project. We were notified by FOE that the Village will receive \$6,646 in energy conservation incentive grant monies. There may be additional FOE grants that we will apply for relating to the HVAC electric motors, starters and outdoor lights to be installed as a part of this project.

BUILDING TOUR SETUP: If you are interested in a building project tour on **Thursday, March 1, 2018 @ 2:00pm**, please contact Paul Boening to RSVP. Otherwise contact me directly to setup a tour for a separate date and time.



AIA[®] Document G701[™] – 2017

Change Order

PROJECT: <i>(Name and address)</i> Architect's Project Number 3274 Village of Whitefish Bay Whitefish Bay Village Hall and Police Department Renovation and Addition 5300 North Marlborough Whitefish Bay, Wisconsin 53217	CONTRACT INFORMATION: Contract For: General Construction Date: November 27, 2017	CHANGE ORDER INFORMATION: Change Order Number: 003 Date: February 26, 2018
OWNER: <i>(Name and address)</i> Village of Whitefish Bay 5300 North Marlborough Whitefish Bay, Wisconsin 53217	ARCHITECT: <i>(Name and address)</i> Bray Associates Architects, Inc. 829 South 1 st Street Milwaukee, Wisconsin 53204	CONTRACTOR: <i>(Name and address)</i> Sherrer Construction Co., Inc. 601 Blackhawk Drive Post Office Box 740 Burlington, Wisconsin 53105

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Accept PCO - 011, PCO - 012, PCO - 015, PCO - 017.
 See supplemental sheets

The original Contract Sum was	\$ 2,581,297.00
The net change by previously authorized Change Orders	\$ -86,906.00
The Contract Sum prior to this Change Order was	\$ 2,494,391.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 25,588.00
The new Contract Sum including this Change Order will be	\$ 2,519,979.00

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Bray Associates Architects, Inc.</u> ARCHITECT <i>(Firm name)</i>	<u>Sherrer Construction Co., Inc.</u> CONTRACTOR <i>(Firm name)</i>	<u>Village of Whitefish Bay</u> OWNER <i>(Firm name)</i>
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
<u>Kyle J. Clark</u> PRINTED NAME AND TITLE	_____ PRINTED NAME AND TITLE	_____ PRINTED NAME AND TITLE
_____ DATE	_____ DATE	_____ DATE