



MEMO

TO: Board of Trustees
FROM: David De Angelis
DATE: November 23, 2022
RE: Agenda Items

Item A: Review and possible approval of 2023 engagement letter for legal service from Von Briesen and Roper. Please find attached the proposed engagement letter for 2023 identifying Hector de la Mora as our principal and maintaining the same rate as 2022.

Item B: Review and possible action on ongoing projects requiring referendum votes in 2023, principally Underwood Creek Daylighting and municipal water extension on Watertown Plank Road to west of the railroad tracks as part of TID #3.

Staff has identified two named projects that may require referendum votes in 2023 which would require a determination and language no later than January 24th, 2023.

While the water project was originally determined to be \$820,125 in previous estimates, without contingencies, based on current market pricing I believe it will exceed \$1 million before it actually goes out to bid. At the current time the Caroline Heights water project with Wauwatosa is in the design phase and they are currently looking for a late spring summer construction of the watermain. This would mean the Village could look at doing construction in 2023 if we move forward with design and an inter-municipal agreement with Wauwatosa for water service in the beginning of next year.

The Underwood Creek Daylighting project, currently starting its 18th year of planning, is also coming up on some deadlines, such as grant expirations, that will require the Village to move ahead. The following is a list of items that need to be completed prior to bidding the project, which is the part which will require the referendum vote.

1. Demolition of OHM property
2. Financing plan and TIF amendment finalizations
3. Acquisition of RR property
4. Acquisition of construction and permanent easements from Park and Shop, Sendik's and the 890 Building
5. Finalization of the amenities planning
6. Permitting

7. Bidding and construction

As the last estimate for this project was approximately \$3 million, exclusive of acquisitions, easements, legal and engineering, it will definitely need to go to referendum. As we have been anticipating a 2024 construction based on the grant funding these items need to be decided and paths forward identified in the near term.

It is my recommendation the Village Board have a planning session in December to discuss and give staff some direction so we can have any required referendum language on the January Board or Trustees meeting agenda as well as identifying and hiring the consultants needed to complete the acquisitions, easements and planning necessary to move these projects forward, if that is the desire of the Board.

At this time the following dates are available for meeting in December. December, 5th, 8th and 13th.

Village Board Project Status Update As of: 11-23-22

	Project	Update
1	TID # 2 Amendment	Previous draft documents from Ehler's necessary to bring this forward will now need to be updated to reflect the new tax rate. There are no deadlines for this amendment except project timing constraints. Discussion at COW indicated to work on laying out a process to move forward to referendum
2	Underwood Creek Daylighting/Restoration	Village has received the deed for the property however the property owner may challenge the just compensation. Please see separate item regarding project planning.
3	Transportation Fund/Roads/Pathways	Gebhardt Road grant was not awarded to the Village and the referendum was approved. Engineering work is proceeding with a target date for bid letting and award in March of 2023.
4	Streambank Stabilization Underwood Creek	This project has begun and is proceeding. Pending favorable weather the majority of the work should be completed this year including dormant seeding.
5	Caroline Heights	The Village is in the process of review for the municipal water extension with the City of Wauwatosa. At this time there are no firm dates for demolition but is not expected until the start of the new year.
6	2022 Paving Project	Paving is complete and we are expecting the striping of the intersections to be completed this weekend.
7	Door lock project	This project is currently about ¾ complete as we await parts and manpower. It is anticipated it will be completed in the next 30 days with the exception of the new library door and Village Hall main entrance as we still do not have delivery dates for those items.
8	AV System Upgrade	We are still awaiting delivery of some items but this project should be completed in early January.