



# MEMO

TO: Board of Trustees  
FROM: David De Angelis  
DATE: February 24<sup>th</sup>, 2023  
RE: Agenda Items

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**Item A: Review and possible approval of engagement letters for Valbridge Appraisal for appraisal services for acquisitions of the CP Rail abandoned rail corridor and permanent and construction easements for the purpose of daylighting Underwood Creek.**

The Village has received the attached engagement letters for CP Rail, 890 Building, Park and Shop property and the Sendik's property. The CP Rail property is a separate letter as this is an fee simple acquisition and will and is an update of the previous appraisal from 2018 for a total fee of \$3400, deliverable in 60 days. The other easements, both permanent and temporary, in the second letter are based on a billable hour basis. In discussions with Mr. Vitale it was agreed this was the best cost effective option as the complexity of the appraisal with the factors to be evaluated and would allow for a potential savings overall for the Village. The appraisals are estimated not to exceed \$16,000 and is expected to be delivered in 60 days.

It is my recommendation to approval this agreement.

**Item B: Introduction of process of Village of Elm Grove corporate boundary agreement along North Avenue for the purpose of detaching certain properties now owned by Waukesha County for right of way purposes.**

The Village and the City of Brookfield have previously discussed the desire to clean up the north corporate boundary of our communities after the completion of the North Avenue reconstruction project. This is due to Waukesha County purchasing properties in Elm Grove for the purpose of constructing a sidewalk. As all of North Avenue right of way, except these remnants, is currently in Brookfield it makes sense to detach these properties to Brookfield to clean up our border. I have included a flow chart from the State Department of Administration demonstrating the process. The City of Brookfield has generated draft documents and are preparing the exhibits for the amendment.

It is my recommendation we coordinate and initiate this process with the City of Brookfield to enter into the agreement for the boundary amendment.

**Village Board Project Status Update**

**As of: 2-24-23**

	Project	Update
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1	TID # 2 Amendment	The updated documents from Ehler's necessary to bring this forward have been reviewed by the COW and staff has been directed to continue the amendment process as outlined in the proposed timeline. Staff was also directed to update the cost estimate for the construction of the daylighting project.
2	Underwood Creek Daylighting/Restoration	Village has received the deed for the property however the property owner may challenge the just compensation. The Village staff is finalizing the demolition documents, getting the environmental testing done and working on utility disconnects. The Board will be reviewing the engagement letters for the appraisals this evening.
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 April of 2023 and the Finance Committee will be reviewing the financing options for the project.
4	Municipal Water Extension	The COW has directed staff to update the previous draft agreement with Wauwatosa for the purpose of extending municipal water further into the Village. Staff was also directed to work on preparing assessment scenarios for the project to be brought forward at the next COW.
5	Streambank Stabilization Underwood Creek	This majority of the project is complete and the site has been stabilized for winter. The remaining planting work will happen in spring 2023.
6	Caroline Heights	The CSM has been recorded with Waukesha County on January 12 <sup>th</sup> . At this time there are no firm dates for demolition but is expected until the first quarter of the year. They are continuing to work on water plans and have recently been surveying the area. Mandel has submitted building material modifications and landscaping changes to the Building Board for review.
7	Door lock project	This project is almost completed with the lock system to go live as soon as all key cards are printed and distributed. We expect the library entrance doors to be installed on February 27 <sup>th</sup> and 28 <sup>th</sup> .
8	AV System Upgrade	This is scheduled for installation the week of March 13 <sup>th</sup> .