



Wauwatosa, WI

Financial Affairs Committee

Meeting Agenda

7725 W. North Avenue
Wauwatosa, WI 53213

Tuesday, June 16, 2026

7:30 PM

Committee Room #1 and Zoom:
<https://servetosa.zoom.us/j/82091946645>,
Meeting ID: 820 9194 6645

Regular Meeting

HYBRID MEETING INFORMATION

Members of the public may observe and participate in the meeting in-person or via Zoom at the link above. To access the Zoom meeting via phone, call 1-312-626-6799 and enter the Meeting ID.

CALL TO ORDER

ROLL CALL

FINANCIAL AFFAIRS COMMITTEE ITEMS

1. Consideration of request by the Fleet Superintendent for approval to order 2027 Fleet purchases in advance of approval of the 2027 Operating and Capital Budgets [26-1070](#)
2. Consideration of request for approval of a contract with Single Source, Inc. for professional real estate services on the Blue Mound Road USH 18 project, CIP #1123 [26-1084](#)
3. Consideration of request for approval of a multi-year agreement with Vaisala Inc. to join a regional winter weather pavement sensor network in the Greater Milwaukee Area [26-1081](#)
4. Consideration of approval of a State Municipal Agreement with the Wisconsin Department of Transportation (WisDOT) for the STH 181 resurfacing project, CIP #1126 [26-1096](#)
5. Consideration of a 2027 Budget Process Policy [26-0053](#)
6. Recommendation to waive the bidding process to hire Premier Design and Build Group for \$208,193 to provide construction management services and award a competitive bid to \$1,596,700 dollars to Johler Demolition for the demolition of the Linneage warehouse in Tax Increment District Seven [26-1154](#)

7. Update from the City Attorney related to litigation affecting the City

[26-1063](#)

The Committee may convene into closed session regarding this item pursuant to Wis. Stat. § 19.85(1)(g) which allows for a governmental body to enter closed session to confer with legal counsel concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Committee may reconvene into open session to consider the balance of the agenda.

ADJOURNMENT

NOTICE TO PERSONS WITH A DISABILITY

Persons with a disability who need assistance to participate in this meeting should call the City Clerk's office at (414) 479-8917 or send an email to tclerk@wauwatosa.net, with as much advance notice as possible.



Staff Report

File #: 26-1070

Agenda Date: 6/16/2026

Agenda #: 1.

..title

Consideration of request by the Fleet Superintendent for approval to order 2027 Fleet purchases in advance of approval of the 2027 Operating and Capital Budgets

Submitted by:

Michael Hahn- Fleet Superintendent

Department

Public Works

A. Issue

In order to avoid long delivery delays and/or cancellations and additional price increases due to ongoing supply chain issues, I am recommending pre-approval of the 2027 Fleet vehicle and equipment budget in order to begin ordering State bid contract, Sourcewell, and Sole source purchase 2027 vehicles and equipment now due to vehicle manufacturer and vendor delays.

B. Background/Options

Each year the Fleet Maintenance Division of the Department of Public Works purchases various vehicles and equipment for all DPW, Police, and City Hall departments to replace aging city vehicles and equipment utilizing fleet equipment reserve funds. In an average year Fleet purchases seven Police vehicles and numerous light and heavy duty vehicles for other City departments. Taking into account the limited State bid contract order windows for 2027 vehicles and additional unknown 2027 emission change cost projections I am recommending placing orders as soon as possible to avoid cost increases.

We will purchase all vehicles using the State bids, Sourcewell contracts, and Sole source local General Fire Police up-fit equipment.

The 2027 Fleet vehicle and equipment budget includes replacement of Six Police Interceptor Explorers and all related Police up fit vehicle equipment for the Police Department. For our Street Department, Two Peterbilt 520 with Labrie (Refuse Truck) 31-yard refuse body. For our Water Department one John Deere 85P Track Excavator or equivalent Kubota pending availability and One Felling FT-25-2T 25k Excavator trailer required to haul Excavator.

The total budgeted expense for replacement of these vehicles and equipment in 2027 is \$1,770,000.

In addition to the purchases made from the fleet reserve, two additional vehicles are proposed to be funded from the 2027 Capital Budget. The first is a Battle Motors/Leach rear loader refuse truck identical to our 2026 budget purchase. The second is a Freightliner SD114 Tri Axle Dump truck with a 16' dump body and front mounted

Husting style plow hitch and hydraulics.

The Total Capitol purchase request for both is \$710,000.

C. Strategic Plan (Area of Focus)

Priority Area Three: Infrastructure

D. Fiscal Impact

All but two of the proposed vehicle/equipment purchases are proposed to be funded from the fleet equipment reserve fund so funds have already been set aside and will be reflected in the 2027 budget. The total cost for fleet reserve replacement purchases in 2027 are budgeted at \$1,770,000 and payment will not be due until vehicles are received in 2027. Two additional vehicles are proposed to be funded through the Capital Budget for a total of \$710,000 and payment will not be due until the vehicles are received in 2027.

E. Recommendation

Authorization to order Fleet Division procured vehicles and equipment that are planned to be replaced in 2027 within the Fleet Division's equipment replacement budget and the 2027 capital budget not to exceed \$2,480,000.



Wauwatosa, WI

7725 W. North Avenue
Wauwatosa, WI 53213

Staff Report

File #: 26-1084

Agenda Date: 6/16/2026

Agenda #: 2.

Consideration of request for approval of a contract with Single Source, Inc. for professional real estate services on the Blue Mound Road USH 18 project, CIP #1123

Submitted by:

Boris Veleusic, City Engineer

Department

Engineering, Department of Public Works

A. Issue

The City of Wauwatosa is responsible for real estate acquisition professional services on this WisDOT project (I.D. 2200-10-21), USH 18 Blue Mound Rd., N. 66th St. to N. 106th St. This request is consideration of approval for a contract with Single Source, Inc. for real estate services.

B. Background/Options

WisDOT is leading the design efforts on the USH 18 Blue Mound Rd. pavement rehabilitation project from N. 66th St. to N. 106th St. In addition to milling and overlaying asphalt pavement, spot improvements are also planned at numerous intersections including bump outs, ramp and ADA upgrades, and signal modifications. The project is currently programmed for construction in 2029.

In partnership with WisDOT, the City of Milwaukee is the lead municipal agency, with participation from Wauwatosa within City of Wauwatosa jurisdictional limits. The City of Milwaukee led the competitive procurement for real estate services and selected Single Source, Inc. as the best value firm for the work. WisDOT has requested that each municipality contract separately with Single Source for their respective real estate professional services. Wauwatosa has received the attached contract, scope of services, and fee associated with this effort.

The real estate plat and relocation order for this project have been approved by the Common Council and filed with Milwaukee County.

C. Strategic Plan (Area of Focus)

Infrastructure

D. Fiscal Impact

The total contract value with Single Source, Inc. for this contract is \$121,225.00 The budget for this work is

included in CIP Project #1123 in a future year. A Level III fund transfer of \$121,225.00 will be required to fund this contract in 2026.

E. Recommendation

Staff recommends approval of the contract with Single Source, Inc. for real estate services in the amount of \$121,225.00.

CONTRACT FOR PROFESSIONAL “REAL ESTATE” SERVICES BETWEEN
SINGLE SOURCE, INC. AND THE CITY OF WAUWATOSA

PROJECT: Bluemound Road, North 106th Street to North 66th Street, City of Wauwatosa
Milwaukee County, Wisconsin.
Project ID; 2200-10-21

Scope of Assignment and Project Approach

1. Negotiations/Acquisitions Services:

a). Single Source, Inc. responsibilities –

- (1) Single Source, Inc. shall negotiate all parcels and other acquisition services, assuming 41 partial acquisitions. Single Source, Inc shall acquire via chapter 32 upon authorization by the City of Wauwatosa. Single Source, Inc shall attempt to acquire the majority of the parcels via nominal waivers. If a parcel has FEE being acquired, Single Source, Inc will evaluate if they feel that the parcel should be appraised right away. If negotiation is unsuccessful via a nominal acquisition, Single Source, Inc will appraise said parcels and acquire via a regular appraisal offer. It is estimated that approximately 40% or 17 parcels will be appraised.
- (2) Single Source, Inc. shall maintain an individual Parcel File Folder on each parcel to be negotiated which will include a negotiation diary of each contact with the property owner and/or action taken in the acquisition process as well as all other pertinent documents/correspondence relating to the negotiations/acquisition of the individual parcel. Individual Parcel Files will contain, as applicable, the following:
 - Parcel Check List
 - *Title Search Report (provided by City of Wauwatosa and/or the contract engineer). *- All requests for title updates will be coordinated through the City of Wauwatosa or contract engineer, and be considered a pass-through-cost to the City of Wauwatosa.
 - Legal Description for Acquisition Area(s)
 - Copy of Introductory Letter(s)
 - Approved “Offering Price Report”
 - Offering Price Letter
 - Negotiation Diary
 - Closing Statement Form
 - Disposition of Real Estate Tax Forms (if applicable)
 - Property Remnant Report (if applicable)
 - Property Inventory Report (if applicable)
 - Statement to the Construction Engineer
 - W-9 Form

- Design Study Report (provided by City of Wauwatosa or contract engineer, if completed)
- Partial Releases (if deemed necessary by the City of Wauwatosa, (for fee parcels only) shall be obtained by Single Source, Inc). Should a bank charge a fee for a partial release, the City of Wauwatosa shall decide if reasonable and will pay as a pass-through cost. If unreasonable, property will be acquired via a Jurisdictional Offer and an Award of Damages.
- Single Source, Inc shall pay for but be reimbursed by the City of Wauwatosa for all recording fees.

All individual parcel files are considered to be the property of the City of Wauwatosa and shall be turned over to the City of Wauwatosa by Single Source, Inc. upon completion of the project.

- (3) Any appraisal received from property owners shall be handled according to the Real Estate Program Manual (REPM), Chapter 3. Single Source, Inc. shall submit a copy of such appraisals, with a recommendation for payment or non-payment, to the appropriate municipality for review and approval. To be eligible for payment from the appropriate municipality, the owner’s appraisal must be delivered and date stamped to Single Source, Inc. within 60 days of the date of delivery of appraisal/offer (post-marked by the due date is acceptable).
- (4) When an ‘Administrative Revision’ offer appears warranted due to market evidence, errors, design changes, owner’s counter-proposal, litigation protection, etc., Single Source, Inc. shall proceed as follows –
 - (a) When a minor increase in the approved offer (based on justification) is proposed Single Source, Inc. shall –
 - (i). On nominal parcels, have owner sign Waiver showing increased amount subject to the appropriate municipality approval.
 - (ii). On all others, attempt to secure a signed ‘purchase agreement’, TLE or Warranty Deed from the owner for the increased amount, contingent on the appropriate municipality approval.
 - (b) When a significant increase in the approved offer is proposed, Single Source, Inc. shall discuss the proposed settlement with the appropriate municipality before making any commitments with the owner.
 - (c) Single Source, Inc. shall present to the owners all approved administrative revisions in writing, amending the previous offer.
- (5) All payment requests, with supporting documentation, shall be submitted to the appropriate municipality for processing.
- (6) On parcels being acquired by “Award”, Single Source, Inc. shall –

- (a) Prepare the Jurisdictional Offer (J.O.) and coordinate with the appropriate municipality for review and approval of the file prior to Single Source, Inc. forwarding to the property owner and other parties of interest.
 - (b) Upon approval of the Jurisdictional Offer, Single Source, Inc. will send the Jurisdictional Offer (J.O.) to the property owner, and other parties of interest, via “certified mail, return receipt requested”.
 - (c) Single Source, Inc. shall prepare a “Lis Pendens” and forward, along with a copy of the J.O. and legal description of the property, to the “Register of Deeds” for filing within 14 days of mailing the J.O. to the property owner.
 - (d) At the time the J.O. is mailed to the property owner, an award and payment request shall be submitted to the appropriate municipality for final approval.
 - (e) The appropriate municipality will forward the check to Single Source, Inc. for disposition and final file closing.
- (7) Single Source, Inc. shall submit monthly progress reports (if requested) to the City of Wauwatosa, which shall include, but not limited to, the following –
- (a) A summary of activities for the month.
 - (b) Notification of any problems encountered.
- (8) Single Source, Inc. shall provide TLEs, deeds and other documents for recording directly to the appropriate ‘Register of Deeds’ after the property owner(s) has/have been paid. However, Single Source, Inc. is not responsible for payment of any recording or filing fees. These fees shall be a pass-through cost to the City of Wauwatosa.
- (9) Single Source, Inc. shall assume responsibility for the final disposition of the acquisition(s) to include – payment request, payment, recording, and all condemnation actions required up to the filing of the Award of Damages.
- b). City of Wauwatosa Responsibilities –
- (1) The City of Wauwatosa shall send a “Letter of Introduction” and a “Rights of Landowners Under Wisconsin Eminent Domain Law” brochure to each parcel owner in their respective jurisdictions. The letter shall be sent on City of Wauwatosa letterhead.
 - (2) The City of Wauwatosa will provide a copy of the filed ‘Relocation Order’ to Single Source, Inc. The City of Wauwatosa will also provide copies of any subsequent revised relocation orders to Single Source, Inc. which may occur during the acquisition stage of the project.
 - (3) The City of Wauwatosa will provide copies of ‘Title Search Reports’ and legal descriptions (via Microsoft Word) of the ‘acquisition area(s)’ to Single Source, Inc. for all properties identified on the acquisition plat.

- (4) The City of Wauwatosa will approve all offering prices (including nominal parcel payments as necessary), revised offering prices, administrative settlements, and awards. The City of Wauwatosa agrees to do so in a timely manner so as not to adversely affect Single Source, Inc's. ability to meet the terms of the project time-line.
- (5) The City of Wauwatosa will process all payment requests and provide checks to Single Source, Inc. as indicated by Single Source, Inc, and approved by the City of Wauwatosa on a parcel-by-parcel basis.
- (6) The City of Wauwatosa will provide payment for all recording or filing fees, (pass through cost).
- (7) The City of Wauwatosa or their contract engineer will provide Single Source, Inc. with the following information on the project –
 - Construction Plans, Profiles and Cross Sections
 - Right of Way Plats (via PDF)
 - Design Study Report, if applicable.
 - Property Owners Address and Phone List (and the City of Wauwatosa)
 - Agricultural and/or Environmental Impact Studies (upon request, if applicable)
 - Highway Access maps (upon request, if applicable)
 - Legal Descriptions of the Acquisition Areas (PDF or Microsoft Word)

2. Appraisal Services:

- a). If a property is unable to be acquired via a nominal waiver (or an appraisal was assigned from the onset of the project) and an appraisal is deemed appropriate and necessary, Single Source, Inc. will provide an appraisal report; “before” & “after” appraisal and submit to the City of Wauwatosa for their review and approval, (reviewed by a WISDOT reviewer). The number of appraisals is currently unknown, but estimated at 17. All appraisals shall be partial take acquisitions, which include interests of FEE and Temporary Limited Easements, and possible site improvements within the FEE and Temporary Limited Easements. Single Source, Inc has assumed 17 appraisals. If less or more appraisals are needed, Single Source, Inc will only charge for the written appraisals. Each appraisal shall be invoiced at \$2,350.
- b). Appraisals will be Standard Abbreviated, "before" & "after" appraisals. If significant severance damage or cost-to-cure items are recognized, Single Source, Inc. shall have the right to amend the appraisal fee.
- c). Single Source, Inc. will prepare **Two (2)** copies of the appraisal report (with color photos) for each appraised parcel and shall be delivered to the City of Wauwatosa with an Offering Price Report for review and approval.
- d). The City of Wauwatosa will review the reports (a DOT assignment reviewer), coordinate with Single Source, Inc. any revisions or clarifications, and notify Single Source, Inc. when the report has been accepted and approved. The Offering Price Report will first be signed by a WISDOT reviewer, then by a City of Wauwatosa official.

e). An Expanded Sales Study will be completed by Valbridge Property Advisors, as a subconsultant to Single Source, Inc as part of project 2200-10-22 and will not be included as a cost within this contract.

3. Relocation Services:

None.

4. Utility Parcels:

Not part of this contract.

5. Schedule:

Unknown at the time of contract preparation.

5. Project Costs:

Acquisition:

41 - Acquisitions @ \$1,650 each:	\$67,650.00	
		\$67,650.00

*Appraisal (If required – number of appraisals unknown at this time, assume approximately 15 appraisals, or 40%). Only appraisals prepared will be invoiced:

(17 appraisals @ \$2,350 each):	\$39,950.00	
		\$39,950.00
LPA Certification Phase:	\$ 3,075.00	
		\$ 3,075.00
Recording TLEs (41 @ \$50 each):	\$ 2,050.00	
		\$ 2,050.00
Project Management:	\$ 8,500.00	
		<u>\$ 8,500.00</u>
*Total Contract Amount:		\$121,225.00

7. Professionalism.

The same degree of care, skill and diligence shall be exercised in the performance of the services as is possessed and exercised by a member of the same profession, currently practicing, under similar circumstances, and all persons providing such services under this Agreement shall have such active certifications, licenses and permissions as may be required by law.

Pursuant to Law.

Notwithstanding anything to the contrary anywhere else set forth within this Agreement, all services and any and all materials and/or products provided by Single Source under this Agreement shall be in compliance with all applicable governmental laws, statutes, decisions, codes, rules, orders, and ordinances, be they Federal, State, County or Local.

Records.

Single Source shall maintain all of its records (cloud based, not hard copy) pertaining to this Agreement for not less than two years following the completion of this Agreement and shall provide for the inspection and copying of such records by the City of Wauwatosa upon request. However, upon completion of the project, Single Source, Inc. will return all (hard copies) negotiation files to the City of Wauwatosa.

Termination.

This Agreement may be terminated upon written notice at City of Wauwatosa convenience or by either party in the event of failure by the other party to perform in accordance with the terms of this Agreement. Single Source shall terminate performance of services on a schedule acceptable to City of Wauwatosa, and City of Wauwatosa shall pay Single Source for all services performed prior to such termination.

8. Basis of Payment:

Single Source shall submit monthly invoices, during the progress of the services noted herein; for the services completed to date. The final invoice shall be submitted to the City of Wauwatosa within three months of completion of services. The above stated amounts are lump sum fees, which shall not be exceeded. Single Source, Inc shall provide all necessary acquisition services required by and reasonably necessary under the law, so that the City of Wauwatosa shall acquire such parcels for the amount of such fees.

APPROVAL AND ACCEPTANCE:

Single Source, Inc.: 

Date: April 10, 2026

Steve Boll, Principal

The City of Wauwatosa.:

Date: _____

Title



Staff Report

File #: 26-1081

Agenda Date: 6/16/2026

Agenda #: 3.

Consideration of request for approval of a multi-year agreement with Vaisala Inc. to join a regional winter weather pavement sensor network in the Greater Milwaukee Area

Submitted by:

Jessica Henderson, P.E. Civil Engineer II

Department

Public Works, Engineering Division

A. Issue

Consideration of a request for approval of a multi-year agreement with Vaisala Inc. to join a regional winter weather pavement sensor network in the Greater Milwaukee Area.

B. Background/Options

Southeastern Wisconsin Watersheds Trust (SWWT), Inc, partners with MS4 permittees to offer programs that assist in meeting specific stormwater permit requirements. SWWT has partnered with Vaisala Inc. to group local municipalities in the greater Milwaukee area to create a regional winter weather pavement sensor network called the Sweet Water Horizon Network. The network plans to provide pavement sensors that communicate real-time data on roadway surface temperatures and pavement conditions wirelessly to users to optimize roadway deicing strategies.

Being part of this network means sharing sensor data with neighboring communities, strengthening weather prediction capabilities, and working collaboratively to ensure that, as a region, we make the most of this technology to evaluate cost savings, operational benefits and chloride reductions. There are currently 11 other municipalities in the area that have joined this network with at least another 5 planning to join in the next year.

The City of Glendale is one of a few greater Milwaukee area communities that already use these same pavement sensors and have reported efficiencies and cost savings for their winter roadway management program and stormwater initiatives. SWWT and the City of Glendale will be hosting an installation workshop/demo in August, and a fall workshop to focus on the dashboard/software capabilities for new communities joining this network.

The network requires a 3-year subscription commitment at the cost of \$1,600 per sensor per year. The City plans to install 2 pavement sensors for an annual cost of \$3,200, which is a total 3-year cost of \$9,600.

The network agreement is attached and outlines responsibilities. Vaisala will be providing the sensors which are expected to arrive by the end of July.

C. Strategic Plan (Area of Focus)

Well maintained infrastructure.

D. Fiscal Impact

The City plans to pay for this out of the Storm Sewer General Fund.

E. Recommendation

Authorize staff to execute a multi-year agreement with Vaisala Inc. to join a regional winter weather pavement sensor network in the Greater Milwaukee area.



Xweather Horizon: The easiest way to make data-driven winter maintenance decisions

Quotation #: SAMPLE

Anticipated contract start date: June 12th, 2026

Term: 3 years

Xweather Horizon Edition: Pro

Sweetwater, Southeastern Wisconsin Watersheds Trust, Inc is acting as a convener and coordinator of a regional winter weather sensor network in the Greater Milwaukee area in partnership with Vaisala Inc. The network plans to evaluate cost savings, operational benefit and chloride reductions using the XWeather Horizon service.

Vaisala Xweather Customer

Sweet Water Horizon Network

Primary Contact: Erin Povak, povak@swwtwater.org

Sweet Water Network Member: City of Wauwatosa

Billing Contact:	Shipping Contact:
Name:	Name:
Email:	Email:
Address: 1	Address:

Proposed Solutions – Xweather Horizon Pro License-

<i>Product</i>	<i>Quantity</i>	<i>Annual Unit Price</i>	<i>Annual Price Extended</i>
Xcast data provisioned by			
GroundCast	2	\$1,600	\$3,200
TempCast	0	\$1,900	0
AtmoCast	0	\$3,100	0
Annual Subtotal			*\$3,200
Total 3 Year Contract Price			*\$9,600

Be proactive and harness the power of turning observations and forecasts into insights and action, including peace of mind integrated alert notifications.

*30% discount included for 3-year term

If you have any questions, I'm here to help. You can reach me by email at kirk.johnson@vaisala.com or by phone/text at 928 830 2651

Assumptions and Stipulations

1. Quote is valid for 30 days from issuance
2. Installation materials including Fabick epoxy for GroundCast and a telescopic pole for TempCast are included
3. Subject to Vaisala General Conditions of Subscription Services (link) and Service description for Xcast sensors with Xweather Horizon Pro (below):
<https://docs.vaisala.com/v/u/DOC251468-C/en-US>
4. Xweather Horizon & Xcast sensor annual price is based on a 3-year term subscription commitment. Shorter terms may be considered at a higher price and can be quoted upon request
5. Excludes installation – a quote for installation by Vaisala can be provided upon request
6. Ground Cast Sensors require a minimum mounting depth of eighteen inches (18")
7. Customer is responsible for utility locates at desired Ground Cast installation locations
8. Cellular NBIOT coverage should be available wherever Verizon has service but must be confirmed at each location prior to installation
9. Sensors with updated firmware/hardware + new design will be available in April 2026
10. Invoice frequency can be tailored to quarterly, semi-annual, or annual intervals with the default being annual billing
11. Each municipality listed in this contract will need to provide their billing details and will be invoiced separately on an annual basis.

Signature Page Follows

The Parties agree to enter into this Agreement, with the Effective Date as the last date signed below.

VAISALA INC.

By: _____

Name: _____

Title: _____

Date: _____

With signature below, the City of Wauwatosa, WI (Customer) agrees to a 3-year contract commitment for a total of \$9,600 with an annual billing frequency.

City of Wauwatosa

Name & Title

Signature

Date

SAMPLE

Service description

Vaisala Xcast™ Sensors with Xweather Horizon Pro

Vaisala Xcast™ Sensors complement the Vaisala Xweather Horizon Pro weather hazard information system with accurate observations from critical locations. With a single Xweather Horizon Pro subscription with predictable costs and continuous warranty, users can access both in-situ observations and road weather point forecasts from sensor locations. The Xcast Sensors wirelessly collect environmental data from key locations and provide this for Xweather Horizon to generate actionable information to help plan road winter maintenance operations.

1. Features

Vaisala Xweather Horizon Pro weather hazard information system for road condition situational awareness

- Leverages Vaisala industry-leading sensors and world-class forecasting capabilities
- Provides road weather condition forecasts using Vaisala proprietary road weather model
- Provides access to data through a web user interface optimized for providing support for winter maintenance decisions, and through a REST API

Vaisala Xcast™ Sensors

- Utilize Vaisala leading technology to measure key environmental parameters
- Wirelessly connect to Vaisala cloud
- Are fully autonomous with built-in power and communication
- Have minimum 3-year battery lifetime with no maintenance needs

Vaisala Xcast™ Connect mobile application for sensor activation

- Is available free of charge from Google Play Store and vaisala.com
- Intuitively guides the user through the sensor activation process
- Ensures adequate cellular field strength at the installation location

2. Communication

- Xcast Sensors are delivered together with a SIM-card for 24/7 connectivity
- Connectivity is subject to activating the sensors using the Xcast Connect mobile application to ensure adequate cellular field strength at installation location
- Cellular communication costs are included in the subscription fee
- Data availability is subject to the availability of cellular service

Note: choosing a location with good cellular field strength will increase the battery lifetime of the sensors and make replacement need less frequent. The Xcast Connect mobile application will assist by providing a visual indication of field strength before the activation.

3. Data license, access, and security

Vaisala grants the customer a non-exclusive license to use the sensor and the forecast data during the contract term for internal business purposes. A more complete description of the legal terms and conditions governing the subscription service is in the General Conditions of Subscription Services of Vaisala Group:

<https://www.vaisala.com/sites/default/files/documents/DOC250754-A-General-Conditions-of->

[Subscription-Services.pdf](#).

A 3-year history dataset is stored at Vaisala and is available for the customer through the user interface and API.

The API is a cloud-hosted REST API deployed to multiple service regions for performance and resilience.

Data security is ensured in all parts of the data chain:

- Public key infrastructure (PKI) is used for managing device certificates
- TLS/DTLS secure protocols are used for data transmission
- Security audited SW components are used in cloud system software

4. Sensor shipping, installation, and replacement

- Upon reception and confirmation of a subscription order, Vaisala will ship the Xcast Sensor hardware to the customer. The sensor will remain the property of Vaisala.
- The customer is responsible for installing the sensor according to the instructions and using the tools provided by Vaisala. Vaisala has no responsibility for incorrectly installed sensors and the effects thereof. The customer is responsible for ensuring that all laws and local regulations related to safety, environmental compliance, road closures, and site installation procedures are followed.
- Vaisala will monitor the sensors 24/7/365 and will proceed to ship replacement sensors in case of data loss due to non-functional sensor hardware, for example loss of battery power.
- Before shipping a replacement unit, Vaisala will contact the customer for a confirmation.
- Replacements included in the subscription fee only apply to sensors with no physical damage beyond normal wear and tear. In the event there is physical damage, a fee may apply for the sensor replacement.
- De-installation of old sensors and installation of replacement sensors are not included in the subscription fee. Please contact Vaisala sales to discuss and get a quote for the installation work.
- The customer is responsible for the removal of sensors after their lifetime and recycling them according to local regulations and instructions provided by Vaisala. Failing to do this, the customer accepts full liability for any environmental or hazard-related issues. The customer will also have an option to ship the sensors at their own cost to Vaisala for recycling.

5. Invoicing

The invoicing period for the Xweather Horizon Pro subscriptions is 12 months, unless otherwise specified in purchase documentation. Invoicing period starts 30 days after the shipment of the Vaisala Xcast Sensors associated with the subscription.

6. Technical support

Vaisala support team is available 365 days a year to receive service requests through MyVaisala support channel. See the local contact details at www.vaisala.com/en/support.

The official language of the technical support is English.

7. Service availability

Vaisala strives to keep the service available 24/7, excluding necessary maintenance breaks or downtime caused by interruptions in services beyond Vaisala control, such as cloud or cellular service

provider. For a more complete description, refer to the General Conditions of Subscription Services of Vaisala Group.

8. Maintenance and service breaks

We generally provide scheduled maintenance and updates of the Xweather Horizon service without breaks to service availability or data measurement collected from Vaisala products. If maintenance or updates cannot be carried out without a break to the service availability, we will notify customer of such breaks through email and/or the Xweather Horizon service itself. In case there are unexpected service breaks, we shall within normal office hours attempt to recover the service as soon as possible.

9. Summary of responsibilities

Vaisala responsibility	Customer's responsibility
<ul style="list-style-type: none"> ● Delivers sensor units upon start of the subscription and in case of data loss due to faulty sensor hardware ● Provides a SIM card and cellular data communication ● Provides an account and credentials for cloud hosted Xweather Horizon software, with the Xweather Horizon Pro feature set ● Monitors sensors and proactively reacts to data interruptions ● Provides observation and point forecast data for sensor locations through an API and on the Xweather Horizon cloud user interface 	<ul style="list-style-type: none"> ● Adopts and pays periodic subscription fees, in accordance with the applicable terms and conditions ● Installs sensors based on instructions and tools provided by Vaisala, observing laws and local regulations ● Removes and recycles sensors according to local regulations



Wauwatosa, WI

7725 W. North Avenue
Wauwatosa, WI 53213

Staff Report

File #: 26-1096

Agenda Date: 6/16/2026

Agenda #: 4.

Consideration of approval of a State Municipal Agreement with the Wisconsin Department of Transportation (WisDOT) for the STH 181 resurfacing project, CIP #1126

Submitted by:

Boris Veleusic, City Engineer

Department

Engineering, Department of Public Works

A. Issue

The State Municipal Agreement (SMA) between the City of Wauwatosa and the Department of Transportation (WisDOT) has been updated with new estimated design and construction costs.

B. Background/Options

The State Municipal Agreement (SMA) between the City of Wauwatosa and the Department of Transportation (WisDOT) has been updated with new estimated design and construction costs. The City of Wauwatosa is responsible for 12.5% design costs, 100% for compensable utilities, 4% for paving items, including parking, and 4% for bump outs and median closure work. There is also \$25,000 allocated towards non-participating items such as sidewalk. This agreement supersedes the previous agreement approved by WisDOT on April 2, 2024.

C. Strategic Plan (Area of Focus)

Infrastructure

D. Fiscal Impact

The City of Wauwatosa cost share of the project is \$123,500, with remaining municipal share being carried by the City of Milwaukee. The current approved Wauwatosa Capital Improvement program includes \$90,000. The 2027-2031 CIP will be updated to include the additional \$33,500.

E. Recommendation

Approve the amended SMA between WisDOT and City of Wauwatosa.



1st Revision
STATE/MUNICIPAL FINANCIAL
AGREEMENT FOR A STATE- LET
HIGHWAY PROJECT

This agreement supercedes the agreement signed by the Municipality on March 20,21 & 22, 2024 and signed by DOT on April 2, 2024

Revised Date: March 17, 2026
 Date: November 29, 2023
 I.D.:2165-03-00/20/70
 Road Name: GLENVIEW, 84TH (STH 181)
 Title: C WAUWATOSA/MILWAUKEE GLENVIEW 84TH
 Limits: HONEY CREEK-0.1 MILE S BLUEMOUND RD
 County: Milwaukee
 Roadway Length: 0.4 miles

The signatory **City of Wauwatosa**, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and affect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request: Improvement of a connecting highway.

Proposed Improvement - Nature of work: As determined by project scoping.

Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality: A nominal amount is included to cover items in paragraph 4 (to be adjusted in the final plan).

TABLE 1: SUMMARY OF COSTS

Phase	Total Est. Cost	Federal/State Funds	%	Wauwatosa Funds	% *	Milwaukee Funds	% *
Preliminary Engineering: Plan Development	\$ 500,000	\$ 375,000	75%	\$ 62,500	12.5%	\$ 62,500	12.5%
Real Estate Acquisition: Acquisition	\$ 60,000	\$ 60,000	100%	\$ -	0%	\$ -	0%
Compensable Utilities	\$ -	\$ -	0%	\$ -	100%	\$ -	100%
¹ Construction: Participating	\$ 700,000	\$ 700,000	100%	\$ -	0%	\$ -	0%
paving items (incl. parking)	\$ 650,000	\$ 585,000	80.0%	\$ 26,000	4.0%	\$ 39,000	6.0%
Bump outs & Median Closures	\$ 250,000	\$ 142,500	57.0%	\$ 10,000	4.0%	\$ 97,500	39.0%
Non-Participating	\$ 50,000	\$ -	0%	\$ 25,000	100%	\$ 25,000	100%
Total Cost Distribution	\$ 2,210,000	\$ 1,862,500		\$ 123,500		\$ 224,000	

¹ Estimates include construction engineering

This request shall constitute agreement between the Municipality and the State; is subject to the terms and conditions that follow (pages [2] – [4]); is made by the undersigned under proper authority to make such request

for the designated Municipality, upon signature by the State, and delivery to the Municipality. The initiation and accomplishment of the improvement will be subject to the applicable federal and state regulations. No term or provision of neither the State/Municipal Financial Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Financial Agreement.

Signed for and in behalf of the City of Wauwatosa (please sign in blue ink)	
Name (print) Dennis R McBride	Title Mayor
Signature	Date
Name (print) Deyanira Nevarez	Title City Clerk
Signature	Date
Name (print) John Ruggini	Title: Finance Director
Signature	Date
Approved as to form and execution	
Name (print) Jennifer Tate	Title City Attorney
Signature	Date
Signed for and in behalf of the State (please sign in blue ink)	
Name Tony Barth	Title WisDOT SE Region Planning Chief
Signature	Date

TERMS AND CONDITIONS:

1. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement which exceeds federal/state financing commitments or are ineligible for federal/state financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table, which shows Municipal funding participation. In order to guarantee the Municipality’s foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from General Transportation Aids or any moneys otherwise due and payable by the State to the Municipality.
2. Funding of each project phase is subject to inclusion in an approved program and per the State’s Facility Development Manual (FDM) standards. Federal aid and/or state transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
 - (a) Design engineering and state review services.
 - (b) Real Estate necessitated for the improvement.

- (c) Compensable utility adjustment and railroad force work necessitated for the project.
 - (d) The grading, base, pavement, curb and gutter, and structure costs to State standards, excluding the cost of parking areas.
 - (e) Storm sewer mains, culverts, laterals, manholes, inlets, catch basins, and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
 - (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking, and testing of sanitary sewer and water main.
 - (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
 - (h) Replacement of existing sidewalks necessitated by construction and construction of new sidewalk at the time of construction. Sidewalk is considered to be new if it's constructed in a location where it has not existed before.
 - (i) Replacement of existing driveways, in kind, necessitated by the project.
 - (j) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
3. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner includes the following items:
- (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - (b) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
 - (c) Roadway and bridge width in excess of standards.
 - (d) Construction inspection, staking, and material testing and acceptance for construction of sanitary sewer and water main.
 - (e) Provide complete plans, specifications, and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing, and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions, or claims resulting from the sanitary sewer and water system construction.
 - (f) Parking lane costs.
 - (g) Coordinate, clean up, and fund any hazardous materials encountered during construction. All hazardous material cleanup work shall be performed in accordance to state and federal regulations.
 - (h) Damages to abutting property due to change in street or sidewalk widths, grades, or drainage.
 - (i) Conditioning, if required, and maintenance of detour routes.
 - (j) Repair of damages to roads or streets caused by reason of their use in hauling materials incidental to the improvement.
4. As the work progresses, the Municipality will be billed for work completed which is not chargeable to federal/state funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
5. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.

6. The work will be administered by the State and may include items not eligible for federal/state participation.
7. The Municipality shall assume general responsibility for all public information and public relations for the project and to make a fitting announcement to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the projects.
8. Basis for local participation:
 - (a) Funding for preliminary engineering for a connecting highway 75% State 12.5% Municipal (Wauwatosa) & 12.5% Municipal (Milwaukee) based on the Department's policy for connecting highways.
 - (b) Funding for real estate required for standard roadway construction, 100% State.
 - (c) Funding for compensable utilities required for standard roadway construction, 100% Municipal.
 - (d) Funding for construction of standard roadway items – 100% State.
 - (e) Funding for parking lanes 100% Municipal. Parking costs are included with paving costs, with parking lanes calculated as a percentage of parking area compared to the total area of pavement. For this project, 10% of the overall paving costs were determined to be parking related. These parking costs are apportioned to the City of Milwaukee (6%) and the City of Wauwatosa (4%) based on the amount of parking within each municipality.
 - (f) Funding for bump outs and median closures 100% Municipal. Bump out and median closures costs are included in this calculation along with a credit for reduced paving sections in these areas. These costs are apportioned to the City of Milwaukee (39%) and the City of Wauwatosa (4%) based on the bump outs and median closures within each municipality.
 - (g) Funding for non-participating items 100% Municipality.

Comments and Clarification: This agreement is an active agreement that may need to be amended as the project is designed. It is understood that these amendments may be needed as some issues have not been fully evaluated or resolved. The purpose of this agreement is to specify the local and state involvement in funding the project. A signed agreement is required before the State will prepare or participate in the preparation of detailed designs, acquire right-of-way, or participate in construction of a project that merits local involvement.



Staff Report

File #: 26-0053

Agenda Date: 6/16/2026

Agenda #: 5.

Consideration of a 2027 Budget Process Policy

Submitted by:

John Ruggini, Finance Director

Department:

Finance Department

A. Background

Beginning in 2019, the Financial Affairs Committee has annually adopted a "Budget Process Policy" to set forth the principles and process for the adoption of the City's operating and capital budgets.

The budget process is one of the most important decision-making processes undertaken by the elected officials. The Financial Affairs Committee annually adopts a budget policy outlining the principles and process for the adoption of the City's operating and capital budget. This is done so that the decision points and roles of the committees and staff are clearly set forth to in order to ensure a fair process in which multiple points of view can be heard and considered and elected officials are provided necessary information for decision-making and staff have sufficient time to prepare.

The 2027 Budget Policy is attached for discussion and consideration. The following dates in the policy have been updated:

1. The tentative release of the Executive Budget will be September 30, 2025 with the following meeting dates:
 - a. Committee of the Whole, Tuesday, September 29 2026 - Executive Budget Overview
 - b. Financial Affairs Committee, Tuesday, October 6, 2026- Departmental Review
 - c. Financial Affairs Committee, Tuesday, October 13, 2026 - Continued Departmental Review
 - d. Financial Affairs Committee, Tuesday, October 20, 2026 - Amendments and Adoption
 - e. Committee of the Whole, Tuesday, October 27 2026 - Capital Budget Overview
 - f. Public Hearing, Tuesday, October 27
 - g. Financial Affairs Committee, Wednesday, November 4, 2025 - Capital Budget Amendments and Adoption
 - h. Financial Affairs Committee, Tuesday, November 10, Operating/Capital Budget Additional Review if needed.
 - i. Budget Adoption, Tuesday, November 17

B. Recommendation

If acceptable, recommend the Common Council adopt the 2027 Budget Process Policy.

Budget Process Policy

Purpose

Create a decision architecture for budgeting that promotes collaboration, transparency and fully-informed decision making. Outline the principles and process for the adoption of the City’s 2027 operating and capital budgets so that the decision points and roles of the committees and staff are clearly understood and agreed to.

Background

All Wisconsin municipalities must adopt an annual budget. See Wis. Stat. secs. 65.01 and 65.90. A budget is a projected financial plan or “fiscal blueprint” that outlines how municipal funds will be raised and spent. While the City produces a budget book that is over 100 pages, technically, for purposes of complying with state law, the legal budget is the 2-page resolution enacted by the governing body that meets the requirements of sec. 65.90(2). Before adopting the annual budget, a municipal governing body must hold a public hearing on the proposed budget to allow citizen comment. To inform the public about the proposed budget, the municipality must publish a class 1 notice under Wis. Stat. ch. 985, at least 15 days before the date of the public hearing on the budget.

There are different budget versions or phases that are created during the process. The table below describes the version, the final decision maker and the approximate time-frame. While the City strives to maintain a collaborative process between the Administration, Mayor and Common Council, it is important to recognize that each version has a final decision maker.

Budget Version	Decision Maker	Time Frame
Requested Budget	Department Directors	June-July
Executive Budget	City Administrator and Mayor	August- September
Proposed Budget	Financial Affairs Committee	October
Adopted Budget	Common Council	November

The Budget itself is one of the most significant policy decisions the Council makes as it represents decisions among competing interests for limited resources.

Principles

1. Staff maintain four responsibilities in creating a strong budget process¹:
 - a. Widen the option set by ensuring a clear view and understanding of the big picture among all decision makers
 - b. Test assumptions and ensure all decision makers are aware of uncertainties

¹ See the Government Finance Officers research report, “[The Budget Officer as Decision Architect](https://gfoaorg.cdn.prismic.io/gfoaorg/7f37ef48-2f1a-46ab-988c-93489c80aec2_Budget+Officer+as+Decision+Architect_R2.pdf)”, https://gfoaorg.cdn.prismic.io/gfoaorg/7f37ef48-2f1a-46ab-988c-93489c80aec2_Budget+Officer+as+Decision+Architect_R2.pdf

- c. Find and present high-value assumptions
 - d. Foster trust in the process internally, with elected officials and the public
2. While a policy document, the Budget is intended to be a financial policy. Policies with no financial implication, in general, should not be addressed through the budget process but through the normal committee and agenda setting process.
3. Council Standing Committees will be involved with budget development throughout the entire process and timeline
 - a. Consideration of new budget initiatives and policy changes should occur prior to July 30th although the Financial Affairs committee may refer an item during the budget process to the appropriate committee for their consideration. Depending on the complexity, some budget initiatives may require multiple years to plan and implement.
 - b. Committees should recommend that a change be included in the Executive Budget or referred to the Financial Affairs committee for consideration in the Proposed Budget. Recommendations are advisory only and not binding.
 - c. Any recommendation must be voted upon by the Committee before it can be forwarded for inclusion in the Executive or Proposed Budget.
 - d. Alders are encouraged to meet and communicate with Department Directors and appropriate City staff but requests for budgetary changes should be made through the committee process
 - e. Alders on the Financial Affairs Committee may propose amendments to the Executive Budget during a meeting in which the Financial Affairs committee is considering the Executive Budget. It is preferred that initiatives be discussed in the appropriate committee prior to the release of the Executive Budget but recognizing that is not always possible, staff request that Alders notify the Finance Director and appropriate Department Director of any proposed amendment no later than two weeks after the publication of the Executive Budget. Alders not on the Financial Affairs Committee can seek to have a colleague on the Committee propose an amendment on their behalf or they may propose an amendment of the Proposed Budget when it is before the entire Common Council.
 - f. While not required, it is strongly encouraged that proposed changes to the budget include a funding source. If not, the decision-maker for that phase will ultimately have to balance the budget.
4. Committee involvement should be focused on high-level key decision points on which the Committee will vote. High-level decisions are defined as:
 - a. Overall policy decisions with a budgetary impact such as those in the Financial Resiliency Policy and Debt Policy. These would include the balance between development, expenditure reductions and revenue increases for example
 - b. Decisions that affect all departments such as the change in the property tax levy or changes to compensation
 - c. Significant departmental changes that affect the way in which services are provided, the service level that is provided or the cost of providing the service.
 - d. Changes in fees

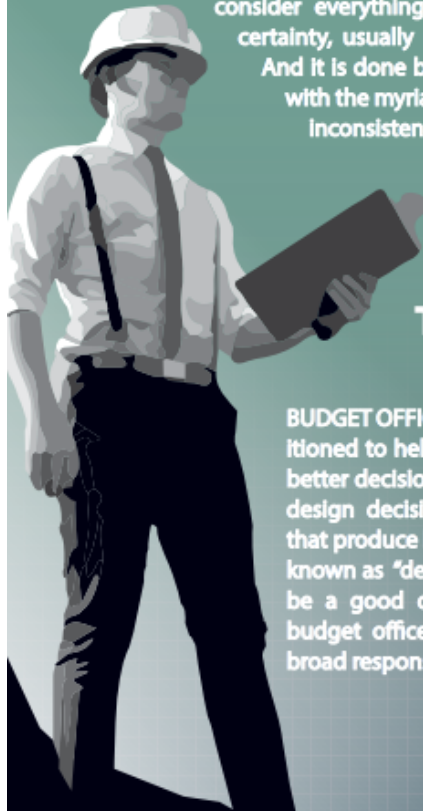
5. The Financial Affairs Committee will vote upon the recommended property tax levy increase, cost of living increase and any significant health care design changes preferably prior to June 30th following the presentation of the five-year forecast.
6. Staff will provide the committee as accurate financial information as is available recognizing that the earlier in the process information is provided, the higher margin of error.
7. Staff presentations will be focused on items with a financial impact on the budget. Informational presentations will be limited to items that require background information.
8. Larger departments including Police, Fire and Public Works will provide annual updates to the Common of the Whole in lieu of budget presentations. These presentations will take place from February through September.
9. Specific budget initiatives will be brought before the appropriate committee throughout the process when there is sufficient information available for a preliminary decision to be made.
10. The tentative release of the Executive Budget will be September 30, 2025 with the following meeting dates:
 - a. Committee of the Whole, Tuesday, September 29 2026 – Executive Budget Overview
 - b. Financial Affairs Committee, Tuesday, October 6, 2026– Departmental Review
 - c. Financial Affairs Committee, Tuesday, October 13, 2026 – Continued Departmental Review
 - d. Financial Affairs Committee, Tuesday, October 20, 2026 – Amendments and Adoption
 - e. Committee of the Whole, Tuesday, October 27 2026 – Capital Budget Overview
 - f. Public Hearing, Tuesday, October 27
 - g. Financial Affairs Committee, Wednesday, November 4, 2025 – Capital Budget Amendments and Adoption
 - h. Financial Affairs Committee, Tuesday, November 10, Operating/Capital Budget Additional Review if needed.
 - i. Budget Adoption, Tuesday, November 17
11. The October Financial Affairs Budget Committee review will be focused on how staff was able to remain with the overall guidelines established, significant departmental changes, amendments to the budget and adoption. Department Directors will be available to discuss changes to their budgets. The focus will be on budgetary changes as opposed to departmental overviews.
12. Enhanced public participation will be considered a future development
13. This policy will be reviewed and modified as necessary by the Financial Affairs Committee following the adoption of the 2027 budget.

BUDGET OFFICER AS DECISION ARCHITECT



▶ OUR CHALLENGE

PUBLIC OFFICIALS make decisions for a living. With good decision-making, they can greatly improve the lives of their constituents. But decision-making is messy. It is often done by groups, so there are conflicting points of view. It is usually time constrained, so there isn't time to consider everything. There is always uncertainty, usually more than we realize. And it is done by humans, so it comes with the myriad cognitive biases and inconsistencies in human thought.



SOLUTION: THE BUDGET OFFICER

BUDGET OFFICERS are uniquely positioned to help public officials make better decisions. Budget officers can design decision processes in ways that produce better decisions. This is known as "decision architecture." To be a good decision architect, the budget officer needs to fulfill four broad responsibilities.



1 HELP DECISION-MAKERS SEE A WIDER OPTION SET

THE BUDGET OFFICER'S role in budget preparation gives them a bird's-eye view on the wide set of activities the government must pursue. They can thus help decision-makers see the big picture and find a wider set of possible solutions.

▲ ESTABLISH THE DECISION NEED

Create "trip wires" that prompt decision-makers to act. For example, a policy that establishes a minimum acceptable fund balance could prompt action if a fund balance gets too low.



▲ REDUCE THE POWER OF DEFAULTS

Humans tend to stick with the status quo, or the "default," when making decisions. This is often OK but sometimes can backfire. Watch out for when defaults are impeding needed progress, like when someone justifies an outmoded approach with "We've always done it that way."



2

HELP DECISION-MAKERS TEST ASSUMPTIONS



THE BUDGET OFFICER'S close examination of projections gives them a unique perspective on the assumptions and uncertainties of project proposals. They can help decision-makers identify uncertainties and test assumptions before overinvesting.

3

HELP DECISION-MAKERS CHOOSE HIGHEST-VALUE OPTIONS



BUDGET OFFICERS see which trade-offs are being made and which ones may still need to be considered. They can help decision-makers choose highest-value options.

4

CREATE TRUST IN THE PROCESS



BUDGET OFFICER'S ethos of objectivity (if not neutrality) puts them in a unique position to foster trust in good decision processes. They can help by showing that the way in which decisions are made is fair, the distribution of resources is fair, and that the budget officer is trustworthy.

▲ REFLECT ON ASSUMPTIONS

Create opportunities for decision-makers to consider if assumptions are reasonable. For example, making forecast assumptions transparent and pointing out that economy could render some assumptions obsolete could inspire decision-makers to develop contingency plans.

▲ "PRECOMMIT" TO GOOD DECISIONS

Making good decisions in the heat of the moment is hard. Governments can make a commitment to good choices when the pressure is less. A good example is a policy that commits a government to building and maintaining a rainy-day fund. Precommitments like this can be made for many areas of public finance.

▲ DESIGN DECISION-MAKING PROCESSES TO BE PERCEIVED AS FAIR

If people think a decision-making process was fair, they are more likely to accept outcomes that aren't their preferred outcome. People are more likely to perceive fairness if 1) the decision-makers are objective and the process is transparent; and 2) the participants are treated with dignity and have a voice.



Wauwatosa, WI

7725 W. North Avenue
Wauwatosa, WI 53213

Staff Report

File #: 26-1154

Agenda Date: 6/16/2026

Agenda #: 6.

Recommendation to waive the bidding process to hire Premier Design and Build Group for \$208,193 to provide construction management services and award a competitive bid to \$1,596,700 dollars to Johler Demolition for the demolition of the Linneage warehouse in Tax Increment District Seven

Submitted by:

John Ruggini

Department:

Finance Department

A. Issue

The Common Council approved a Purchase Sale Agreement for the City acquisition of the Linneage Warehouse within Tax Increment District Seven on March 17, 2026. The City is currently within the due diligence period but expects to close on the property by early Fall with the possibility of Linneage vacating by late 2026. To be prepared to demolition the building, the City, through its development partner, recommends hiring a construction manager and demolition contractor.

B. Background/Options

The master plan for the Burleigh Traingle, Tax Increment District 7 contemplates redevelopment of the Linneage Warehouse which has operated in this location under various owners for decades. On March 17, 2026 the Common Council approved a Purchase Sale Agreement negotiated by the City and its development partner, Citadel.



The due diligence process has been proceeding smoothly and we expect to close on the property by early Fall. While Linneage has six months after close to vacate the property, it appears they may vacate before year's end. To maximize the opportunity for redevelopment, we would like to demolish the building as soon as possible. To do that, we recommend hiring a third party construction manager and demolition contractor.

Premier Design and Build Group has functioned as the City's construction manager in partnership with Citadel, the master developer and exclusive landowner for prior phases including the demolition of the Schoeneck warehouse and construction of civil infrastructure. Given their familiarity with the site, I recommend waiving the bidding process and hiring them as the construction manager for the project. Their proposal is attached and their total fee including insurance represents 4.5% of the total demolition cost. This is on the low end of industry standards. Their general conditions includes on-site staff and site security is \$208,193 which represents 13% of the demolition cost. This is on the higher side of industry standards, but when inspecting their line item detail, appears reasonable.

Premium solicited competitive bids for this project. Johler Demolition was the lowest responsible bidder at \$1,596,700. Two other responsible bids were received and ranged from \$1.9 to \$2.2 million.

C. Strategic Plan (Area of Focus)

Economic Development & Financial Resilience

D. Fiscal Impact

Tax Increment District seven is forecasted to have sufficient increment to pay for the associated debt service for this project.

E. Recommendation

I recommend waiving the bidding process and executing a contract totaling \$279,292.00 with Premier Design and Build Group for construction management services. I also recommend awarding a demolition contract to Johler Demolition for \$1,596,700 plus \$100,000 contingency. Lastly, I recommend a fund transfer totaling \$1,975,992 in order to provide sufficient expenditure authority. This will be funded by bond proceeds as part of the City's normal fall borrowing.

Mayfair Collection Phase V - Lineage Demo

11400 W. Burleigh St

Wauwatosa, WI

June 3, 2026

SITE WORK		BUDGET
02021	SITE DEMOLITION (NIC)	\$ -
02022	ASBESTOS/LEAD ABATEMENT (NIC)	\$ -
02023	BELOW GRADE OBSTRUCTIONS (NIC)	\$ -
02025	BUILDING DEMOLITION	\$ 1,568,200
SITE SUBTOTAL:		\$ 1,568,200
SITE WORK & SHELL BUDGET TOTAL:		\$ 1,568,200
01000	GENERAL CONDITIONS	\$ 208,193
01046	PERMITS (BY OWNER)	\$ -
01048	INSURANCE	\$ 21,740
18100	PREMIER DESIGN + BUILD OVERHEAD & FEE	\$ 49,359
18300	CONTINGENCY	\$ 100,000
PROJECT TOTAL:		\$ 1,947,492

CLARIFICATIONS	
1	ASSUMES A 4.5 MONTH CONSTRUCTION DURATION
2	EXCLUDES ENVIRONMENTALLY IMPACTED MATERIALS

GENERAL CONDITIONS

DESCRIPTION	ESTIMATE TOTAL
VIDEOTAPE SURVEY	\$ 1,852
SUPERINTENDENT PAYROLL	\$ 125,026
SUPERINTENDENT GAS/AUTO/TOLLS	\$ 4,862
SUPERINTENDENT SUPPLIES/TOOLS	\$ 2,084
SUPERINTENDENT MISC EXP	\$ 1,098
SUPERINTENDENT - MOBILE PHONE	\$ 625
JOB BOX / STORAGE UNIT RENTAL	\$ 10,419
TEMP FENCING	\$ 25,089
JOBSITE SIGNAGE	\$ 9,647
JOBSITE SAFETY	\$ 6,144
SHIPPING/MESSENGER FEES	\$ 1,194
MISC MATERIALS	\$ 704
STREET CLEANING	\$ 19,449
TOTAL COST:	\$ 208,193

April 29, 2026

Premier Design & Build Group

Re: Budget- 11400 W. Burleigh St., Wauwatosa, WI.
Based on Site Visit and As-Built Drawings Provided.

Johler Demolition, Inc. (JDI) will provide all supervision, labor, and equipment necessary to perform demolition work at the above-referenced location in accordance with the following specifications, exceptions, and clarifications:

Work by Johler:

1. File DNR Notification. (An Asbestos survey is required for this and is not included)
2. Remove and legally dispose of all Mercury vapor bulbs, thermostats, and PCB light ballasts.
3. Pump and reclaim Freon from existing AC units, chillers and water fountains.
4. Demolish existing structure down to top of concrete slab.
5. Remove concrete basements, slab on grade, and foundations directly associated with these buildings. This includes caissons and grade beams to -8' feet below grade. All soil removed during foundation demo shall be reinstalled into foundation voids.
6. Load, haul, and legally dispose of all demolition debris.
7. Upon completion basement will be sloped for safety, and work area will be left in a clean condition.

Clarifications & Exclusions:

1. All salvageable items shall become the property of Johler Demolition Inc.
2. This proposal shall be incorporated as an exhibit into any contract documents.
3. JDI shall dismantle the structures by any means and methods it deems necessary to accomplish its work safely. If the contract issuer/owner/GC decides to change or direct the means and methods JDI is to use, or change the direction or sequencing of the work, then additional costs shall apply.
4. Hidden or buried concrete obstructions outside of the existing building footprint, or within the building footprint but outside of the existing column gridlines, shall be left in place, or may be removed for an additional cost to the contract.
5. JDI is authorized to utilize all electric, pneumatic, and hydraulic tools, and all diesel-powered heavy equipment JDI deems necessary.
6. JDI will provide dust control utilizing City of Wauwatosa metered fire hydrant. If the municipality disallows the use of fire hydrants and water must be provided by water trucks or water tank, then additional costs shall apply.
7. All work, including accepted alternates, is to be performed in one (1) phase and one (1) mobilization. All additional mobilizations shall be at an additional cost of \$3,000 per occurrence.
8. All work not mentioned above under "Work by Johler" is not included. If it's not in the scope of work, then it's not being performed. All assumptions made by the reviewer of this proposal are their own and are not included in this proposal.
9. This proposal does not include the removal of any substances that are regulated by law, statute, or ordinance, designated as a hazardous waste or hazardous substance, to include but not limited to the following: Asbestos, Ammonia, lead based paints, oil's, solvents, household chemicals, drums, fuels, transformer oils, PCB's, UST's etc. unless specified in above "Work by Johler."
10. Asbestos survey & abatement are not included.

Johler Demolition

11. All wet and dry utility disconnects are by others.
12. Wauwatosa demo permit is not included.
13. Removal of site pavement is not included.
14. Site fence is not included.
15. Silt fence is not included.
16. Engineering services of any kind are not included. Engineered drawings may be required by the local municipality to obtain a permit.
17. SWPPP plans are not included.
18. MBE, WBE, local or city residence hiring requirements are not included.
19. All environmental surveys and/or remediation work other than that mentioned in "Work by Johler" are by others.
20. Sheeting, shoring, bracing and all engineered retention systems are not included.
21. Payment & performance bonds are not included.

Payment:

Johler will perform the proposed work for and in consideration of receiving **Premier Design & Build Group**, title to all salvage and payment in the lump sum amount of **one million five hundred ninety-six thousand seven hundred (\$1,596,700.00) dollars. Price Valid for 60 days.**

Alternates:

1. Crush all brick, block, CMU and concrete to CA-6, stockpile on site.....deduct \$110,000.00
2. Remove and dispose of concrete & asphalt site pavement.....add \$148,500.00
3. Crush and stockpile concrete & asphalt site pavement in lieu of disposal.....deduct \$67,000.00

ACCEPTED:

Company: _____

Name: _____
(Authorized Representative)

Signature: _____

Date: _____

PROPOSED:

Company: Johler Demolition, Inc.

Estimator: Ken Leisering

Signature: _____

Date: _____

The customer represents and warrants that it is duly authorized to enter into this scope of work and has all legal rights to allow Johler Demolition, Inc. to perform all acts upon the property to be performed by Johler Demolition, Inc. under this scope of work and to undertake the obligations it is undertaking herein. The customer shall indemnify and hold harmless Johler Demolition, Inc. for any expenses, damages, costs, losses, fines or penalties, including without limitation, attorney's fees and costs of suit, arising out of, related to, concerning or resulting from the breach of such representation and warranty.



Wauwatosa, WI

7725 W. North Avenue
Wauwatosa, WI 53213

Staff Report

File #: 26-1063

Agenda Date: 6/16/2026

Agenda #: 7.

Update from the City Attorney related to litigation affecting the City

The Committee may convene into closed session regarding this item pursuant to Wis. Stat. § 19.85(1)(g) which allows for a governmental body to enter closed session to confer with legal counsel concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Committee may reconvene into open session to consider the balance of the agenda.