

**Village of Somers
7511 12th Street
Somers, WI 53171**

**Village Work Session Meeting
Agenda
Tuesday, May 7th, 2024
5:30 p.m.**

Village Board Work Session Meeting:	
Item #	
1	Call to Order
2	Administrator's Report
3	Engineer's Report
4	President & Trustee Reports
5	Discuss Village housing mix, overview of development, first floor Square-footage minimum and building material standards. Plan Commission members will be in attendance to give their feedback
6	Discuss McMahon's proposal for the Fire Department Needs Assessment Requests received Jan. 31, 2024.
7	Discuss possible Lobbying trip to Washington D.C. to support H.R. 860, a bill to help Somers get its own ZIP Code
8	Discuss Operator's Licenses for Angela Quillen, Amanda Rossell, Diane Hoff, Emma Faulkner, Jodi Peterson, Grace Kozel, Lucie Johnson, Zackery Meyer and Justin Santos.
9	Review tentative agenda for Village Board meeting on May 14 th , 2024
10	Motion to convene into closed session for the purpose of discussing with legal counsel current litigation pursuant to Section 19.85(1)(g), Wis. Stats., specifically claims involving Walmart and Sam's Club for a reduction of their real estate assessments. (Roll call vote required)
11	Reconvene in Open Session (Roll call vote required)
12	The Village Board will not take action on items discussed in Closed Session
13	Adjourn

I hereby certify that as the designee of the chief elected official of the Village of Somers, I posted this notice of the May 7th, 2024 Village Work Session & Agenda in 1 public place & on the Village website.

Dated this 3rd day of May, 2024.

Wendy Burnette, Clerk-Treasurer

Notice is hereby given that members of the Village Plan Commission will be in attendance in regards to Agenda item #5. A quorum will be present, and discussion will take place. However, no Board or Commission action will be taken.

Requests from person with disabilities who need assistance to participate in this meeting should be made to the Clerk's Office at 262-859-2822 with as much notice as possible. **Notice is hereby given that members of the Village Board may participate telephonically. Notice is hereby given that members of the Town Board may be in attendance for the sole purpose of gathering information. A quorum may be present. However, no Board action will be taken.**



**VILLAGE OF SOMERS
VILLAGE BOARD
WORK SESSION ITEM MEMORANDUM**

WORK SESSION: May 7th, 2024

TO: Village President Stoner and Village Trustees

FROM: Jason J. Peters, Administrator
Kevin Poirier, Assistant to the Administrator

AGENDA ITEM: #2 Administrator's Report

Below please find a bulleted summary of major issues that Administration has worked since our April 3rd Work Session:

Development

- The Plan Commission met on April 8th to review the following:
 - Continued discussion on “The Maples at Somers” proposal consists of both multi-family & single-family dwellings along with approximately 54.8 acres of open space, neighborhood parks, and a 3,000 sq. ft. clubhouse. The Plan Commission’s recommendation was to approve the requests for the project. The Board reviewed the project for the first time at our April 16th Work Session.
 - Review a multi-tenant building in Somers Market Center. This will be anchored by a Tropical Smoothie Café. The Plan Commission’s recommendation was to approve the requests for the project. The reviewed this project at our April 16th Work Session and granted the necessary approvals at our April 23rd Board meeting. The Developer is currently reviewing the Developer’s Agreement, updating their plans based on comments, and working with the parcel to the South in regards to cross access.
 - Review Shoreland Lutheran High School’s request for a Comp Plan change, Rezone, and CSM so they can start to build storm water retention areas. The Plan Commission’s recommendation was to approve the requests for the project. The reviewed this project at our April 16th Work Session and granted the necessary approvals at our April 23rd Board meeting. The Developer is currently reviewing the Developer’s Agreement and updating their plans based on comments.
- There are no matters currently scheduled for the May Plan Commission.

- On April 10th, Administration and President Stoner met with a national retailer regarding possible sites in Somers.
- On April 11th and May 2nd, Planning Staff, Administration, Trustee Nelson President Stoner held our regularly scheduled developer's meeting. We met with a development team looking to revitalize an area along Sheridan Road, a resident with a possible lot split, someone looking bring a landscape contractor to the Village, and a potential automobile sales business.
- Fishtech, a bait and fishing supply store, opened in Somers mid-April. It is located at 5219 88th Avenue. The retail space caters to every fisherman's needs from beginner to pros getting ready for tournaments. The owner, Jim Templin, is a licensed captain who has worked in the fishing industry since he was 17 and owns a sister store in Morton Grove. His Manager, Tim Hart, worked at Jalensky's for 40 years until they closed last year. Since then, there was no place left in town to buy bait or fishing supplies, according to Hart. Store hours are: weekdays 8 a.m. to 7 p.m. and 7 a.m. to 4 p.m. on weekends.



- On April 29th, Administrator Peters, President Stoner, Trustee Aupperle and Trustee Fredrick toured a facility in Oak Creek. The developer would like to bring a similar project to the Somers Market Center Area.
- Golden Oil has officially submitted their plans for their travel plaza on CTH E and I-94. They did a concept meeting for this project in March of 2023. The Village requested that the proposed hotel be submitted with their plans. Since that time, Golden Oil has been working with another developer to bring a hotel to the project. The hotel project has also been submitted. This will be heard by the Plan Commission in June.

Administration

- In mid-April our investment funds held by Ehlers were transferred to Charles Schwaab. Staff has been meeting with Schwaab since last year to discuss this potential transfer. This move will save the Village/Town several thousands of dollars a year on agency fees.

- On April 9th, Administration, President Stoner, Superintendent Kreye and Chief Andersen met with the County Highway Department to discuss their upcoming CTH L resurfacing project.
- Administration continues to attend weekly update meeting with Kenosha County Highways regarding the CTH E resurfacing project. The culvert replacement is scheduled to begin on Monday May 5th. The project is supposed to be wrapped up by the end of July.
- On April 11th, Administration met with Strand & Associates to discuss the next steps in the Area 3 Flood Study (88th Avenue near Maplecrest Country Club) and Area 5 Flood Study (88th Avenue and 12th Street near Shoreland Lutheran High School). On April 22nd, letters went out to residents to inform them that Strand's surveyor would be in the area between the week of April 29th and May 6th.
- On April 11th, Administration met with Root Pike Win and Hey Associates to discuss possible next steps in the Gitzlaff Park Phase II project.
- On April 15th, Administration met with our ZIP Code Advocacy Group and Jon Deuser of The Smith-Free Group. Mr. Deuser is the lobbyist that was hired by the group to push for H.R. 860. On April 29th, the group met for an update from the lobbyist. Jon Deuser met with the Staff of Congressman Comer. He suggested that representatives from the municipalities meet with the Congressman in Washington D.C.
- On April 16th, Administrator Peters submitted the Village's permit to the DOT for our dynamic sign on STH 31. Based on the information given to the DOT they will only allow the sign to flash vehicle speed. The Village has approval to install the sign. Once this permit was received, Administrator Peters ordered the sign. It will arrive in mid-June. Once it is installed, the turning lane to 35th Street will be re-opened by the DOT. The DOT has already moved the 45-m.p.h. speed limit sign further to the North on the Southbound lane.
- In mid-April the Village and Town was informed by the Sheriff's Office that they would now have to charge the Village/Town for any overtime attributed to the parade. On April 26th, Administration, President Stoner and Trustee Harbach met with the Sheriff to discuss this impact to the parade committee.
- On April 18th, Administration attended the KABA Annual Meeting where Pleasant Prairie Executive Director of Community Development, Village Zoning Administrator, and Village Planner Jean Werbie-Harris was recognized for her years of service to the community. Following the meeting, a session for elected officials and municipal staff was held to learn more about housing shortage in our area and across the state, and discuss changes to zoning for allowing smaller lots, higher density and extending TIDs to create more housing.
- On April 18th, Administration attended a luncheon for Kenosha County Highways Director Clement Abongwa who is leaving to serve as Highway Commissioner in Dane County. Clement has been an advocate for Somers during his tenure at the county.



- On April 22nd, letters went in the mail informing residents that appraisers from Associated Appraisal Consultants will go through the Town and Village to reassess properties. Their staff was given a letter from Administration and a Somers badge to help identify themselves to residents.
- On April 25th, Administrator Peters submitted the Village/Towns Recycling Program Accomplishments and Actual Costs Annual report to the DNR. This is a requirement of the DNR Recycling grant we receive each year.
- On April 29th, Wendy Burnette started as our new Somers Clerk/Treasurer. The Kenosha New ran a story on Ms. Burnette in their April 27th edition.
https://kenoshanews.com/news/local/village-of-somers-approves-hiring-of-new-clerk-treasurer-wendy-burnette/article_6e4dc62e-03f1-11ef-8c4c-5fc05fb2cd40.html
- On April 30th and subsequent days, Public Works found and fixed to water main breaks around 18th Street and 47th Avenue. All the repairs are handled in house.



- The 2024 CIP budget allowed for the purchase of additional flashing speed signs. These signs were first installed on 47th Avenue and 100th Avenue in 2023. Four more signs were ordered earlier this year and arrived in April. Public Works will be installing them over the next few weeks.
- The 2024 CIP budget also allowed for funds to upgrade the servers for the Village's IT network. Administrator Peters has worked with Kenosha County IT to purchase the new equipment. The order was placed on May 1st and was \$10,000 under budgets.
- The Auditorium remodel is scheduled to begin the week of June 10th.
- The Pritzker Military Archives Center is holding its public grand opening on May 25th from 11 a.m. to 3 p.m. The event will feature giveaways and behind-the-scenes tours. <https://www.pritzkermilitary.org/visit/pritzker-military-archives-center>

Development Pipeline

Last updated: 05/03/2024

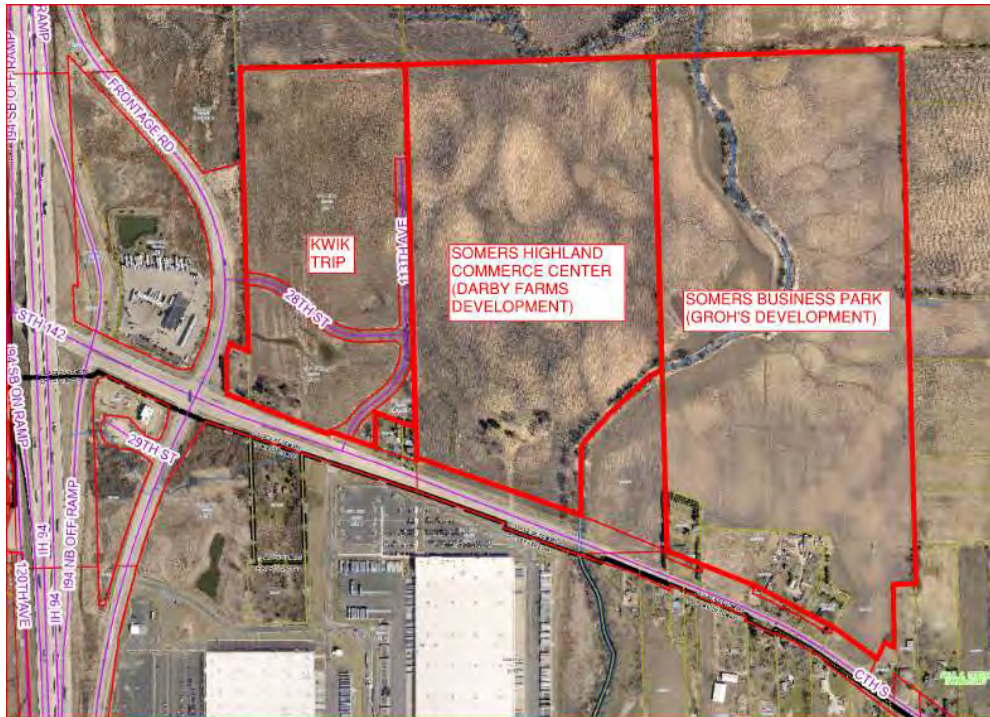
Name of Developer	Type of Development (Residential, Commercial, Industrial, Mixed Use)	Location	Date Engaged	Pre-Deve. Agree.	Current Zoning	Requested Zoning	Current Comp Plan	Comp Plan Requested	Neighbor. Plan	CSM or Plat	Public Improv. Needed	Est. Improv. Costs	Acres	Current Value	Est. Value	Build Out Year	Year Full Assessed on Tax Roll	TIF Dist.	Requested Assistance	Proposed Assistance	Assistance Committed	Plan Comm. Date	Board Final Approval	Devel. Agree. Date	Comp Plan Ord	NOTES	
Akil Ajmeri 3308 Green Bay Road	Multi-Tenant Commercial Building w/ Ayra Liquor Store as anchor	Somers Market north of Jiffy Lube	1/7/2021	No	A-1	B-3	Commercial	Commercial	Southeast	No	No		0.95	\$375,000		2021	2022	2	N/A	N/A	N/A	3/8/2021 Concept				03/21 Plan Commission Meeting heard concept 02/22 Met w/ Developer, moving forward pending easement with RCG 08/23 Received call regarding possible new development	
Bear Development Willow Creek	Multi-Family Townhouse Single Family	Hwy E by lift station	8/23/2018	Yes	R-9 A-2 C-1		High Density Residential Secondary Environmental Other Conservancy Land Non-farmed Wetland Street & Highway ROW		Somers Center East		Road Water Sewer		40.54	\$11,500				4								10/8/2018 Conceptual Presented to Plan Commission 01/2019 Bear updating plan, will come back to Plan Commission 04/2019 Bear has new plan & working with administration to bring to Plan Commission 05/2019 Met with Bear & Root Pike Win, TID 4 amendments to be made so 35% rule is followed 6/2019 TID 4 amends will go to JRB, Plan Commission & Board in July 19 8/13 TID Amendments Finalized, Developer hoping to Bring Plans in Fall 4/20 Spoke to Developer, bringing in new concept plan 11/20 Met w/ Developer, concept with single family & owner occupied duplexes 03/24 Spoke with developer regarding bringing this project back 04/24 New concept submitted	
Becknell	Industrial/Warehouse	East Frontage	Spring 21	Yes	A-1	BP-1	Business/Industrial Secondary Environmental Other Conservancy	No	Kilborn	Yes	Road Water Sewer	\$800,000	132.1	\$294,600	\$60,000,000	Phase I 2022	Phase I 2023	6 3	Yes, offsite water main	\$460,000	\$460,000	9/13/201	09/28/2021 Comp, Zoning, Site 11/09/2021 DA	10/8/2021	N/A	N/A	4/21 Introductory meeting 7/21 Submitted materials 8/21 Weekly meetings regarding possible development agreement 09/13 Plan Commission Approved 9/28 Board Approved 10/05 Board will review DA 11/21 DA Approved 12/21 DA Executed by Village being recorded 06/22 Watermain should be completed in June 9/22 Building is completely vertical 03/23 Occpancy Granted, staff met with developer for Phase II
Bobcat Plus	Bobcat Dealership	Somers Expansion Area (West of 94)	Fall 2021	Yes	R-2 Paris	B-3	Commercial	Commercial	N/A IGA	Yes	Sewer Water		4.32	\$202,000		2023	2024	N/A	N/A	N/A	N/A	IGA Meeting 10/10/2022 Plan Commission 10/10/2022	10/25/2022	5/24/2023	N/A	9/21 1st intro meeting. Submitted letter requesting review by IGA 8/22 IGA Committee heard concept 9/22 Filed for Plan Commission meeting 10/22 Approved by IGA and Conditionally Approved by Board 12/22 Waiting for Final Plans submitting 02/23 Updated plans submitted 4/23 Waiting for final exhibitbs for DA 06/2023 Grading has begun 8/23 Walls are vertical. Bids for public utilities recieved 11/23 Utilities installed 02/24 Final payment on utilities, project nearing	
CT Realty	Compressed Natural Gas Filling Station	CTH KR, just east of the Canadian Pacific Railway).	Spring of 2022	Yes	A-1	B-3	Business/Industrial	Business/Industria	N/A	Yes	N/A		19.4			2024	2025	7	N/A	N/A	N/A	Concept 02/13/2023	5/23/2023		N/A	2/23 Concept Meeting, 3/23 revising site plan will resubmit 3/23 submitted materials 4/23 On May PC meeting 6/23 DA Sent to Developer 7/23 Final Engineering commenets being addressed 8/23 Staff working w/DOT on access issue 9/23 DOT issue worked out, Still working with Developer on DA 02/2024 Still waiting on DOT 03/24 On indefinate hold	

Somers Gateway LLC	Hotel	East Frontage	Fall 2023	No	A-4	B-3 PUD	Business/Industrial	N/A	Kilborn Somers West	Yes	Sewer Water	4.16	\$5,000,000	2025	2026	8	Yes Incentives for Hotel	Concept 03.13.2023 CSM to Divide land & Rezone to A4 4/10/2023	N/A	4/23 Developer meet w/ staff for revised concept w/ less diesel pumps & status of hotel 6/23 Golden Oil closed on land, updated meeting on hotel 7/23 Meeting regarding utilities, meeting with potential hotel 02/24 Developer still moving forward 04/24 Filed for Plan Commission in June						
Somersville EA & E	Multi-Family Duplexes & Apts 521 total units "Somerville"	EA & A	4/1/2020	Yes	R-4, R-5, R-8, R-9, C-1	R-11	Medium Density Residential Conservancy	High Density Residential	Somers Center West	CSM	N/A	N/A	66.8	\$15,200	\$60,000,000	2022	2023	N/A	N/A	N/A	N/A	11/9/2020 6/12/2023	12/8/2020 CSM/Site Plan Conditionally Approved 06/27/2023 updated site plan conditionally approved	Will Need	06/20 held first official meeting w/ developer & his consultants 8/20 Concept Meeting Held 9/25 Plans Submitted for Nov 9th Plan Commission 11/20 Plan Commission, 1st work session 12/20 Conditionally Approved by Plan Commission & Board 03/21 Reaching final engineering for DA 05/21 meeting w/ engineering firm, expected updated exhibits soon 8/21 Exhibits nearing completion 10/21 Additional round of Engineer Comments given to Developer 02/22 Exhibits completed DA coming to Board in March 3/22 Developer reviewing DA 05/22 Meeting with Developer to discuss increase cost of project 9/22 No new activity 12/22 Email received regarding possible new CSM 02/23 Will be resubmitting w/ slightly lower unit count 4/23 possible June plan commission meeting 6/23 PC Meeting, Board, Sie conditionally approved	
Stonestreet Partners, LLC	Mixed Use Residential Multi-Family 50 acres Commercial 18 acres Est. 300 units of multi-family	CTH L & STH 31	7/10/2020	Yes	A-1	R-11 B-3 C-1 PUD	Commercial Primary Environmental Corridor Other Conservancy	High-Density Residential Commercial Primary Environmental Corridor Other Conservancy	Somers Center East	CSM	Road Water Sewer	\$8,500,000	89.77	\$22,000	\$60,000,000	2022	2023	5	Yes, Road	\$5,000,000	1/11/2021	02/09/2021 Conditionally Approved 02/23/2021 CSM 10/5/2021 DA Approved	11/18/2021	2021-032	7/20 Presented Concept to Plan Commission Hopes to submit in October 11/20 Submitted Plans, Staff met to discuss changes, resubmitting for Jan. 12/20 Schedule for Jan Plan Commission 01/21 Plan Commission Approved 02/21 Board Conditionally Approved, meetings with Developer for DA 03/21 meeting with developer for DA 4/21 meetings w/ developer for DA 05/21 meeting w/ developer on DA, updated exhibits submitted 07/21 reviewed updated submissions, another round of updated plans 8/21 Exhibits nearing complete & DA language being worked b/w parties 10/05 Board will review DA 10/21 DA approved. Need updated CSM then DA will be executed 02/22 Expect to break ground in March 3/22 Watermain work started 4/22 Watermain connect completed 7/22 Working on private ROW easement issue 08/22 Grading started 9/22 STH 31 improvements underway & on site utilities 12/22 CTH L improvements done 02/23 Expect building permits to be pulled in spring 3/23 Building permits ready, waiting on developer	
Stream Realty	Industrial 3 Buildings up to 950K sq ft	Groh Farm CTH S/142	11/1/2021	Yes	A-1, A-2, R-2, R-3	BP-1 w/PUD	Business/Industrial Other Conservancy Secondary Enviro	N/A	Kilbourn South	No	Sewer Water	90	\$775,000	\$50,000,000	2023	2024	3	N/A	N/A	N/A	7/11/2022 10/11/2022	CSM 02/13/2023	CSM 02/14/2023	4/14/2023	N/A	7/22 Developer will be working on access issue with County, will be brought to Board after issue worked out 10/22 Conditionally approved, need to finalize DA 12/22 Developer working w/ County on Memo of Understanding 02/23 CSM to combine parcels goes to PC & Board. DA can then be executed 3/23 DA Sent to Developer for execution 4/23 DA executed & recorded 6/23 temporary grading easements obtained by developer for roadsection 02/24 Hopes to pull permits in Spring/Summer
Tawani Archives & Armory PMML	Mission 94	East Frontage	8/16/2022	Yes	PR-1 I	N/A	Business/Industrial Park, Park and Recreational, Secondary Environmental Corridor and "Other Conservancy Land to be Preserved"	N/A	Kilborn Somers West		N/A	N/A	5.22	\$549,700		2024	2025	6	N/A	N/A	9/12/2022 Concept	12/12/2022 Approved	1/10/2023	recorded 2/8/2023	N/A	1/23/2023 DA & Site approved 4/23 Earth work started 6/23 foundation work underway 7/23 Building has gone vertical 11/23 building enclosed 02/24 Hopes to open in Spring

VILLAGE OF SOMERS
Engineer's Report
May 1, 2024

Darby Farms/Grohs Developments

- See the snip below. These projects impact each other because the water and sanitary extend from the I-94 East Frontage area. A more detailed description of each development follows.



Somers Highland Commerce Center (Darby Farms Development) – Project No. 212046

- The developer is HSA Acquisitions. Developer's design and construction engineer is Pinnacle Engineering.
- The LOMR was approved on April 17, 2024 and public notices were published in the Kenosha News on 4/24/24 and 5/1/24. The map revisions will be effective 90 days after the 5/1/24 publication date. This was the last remaining approval.

Somers Trade Center (Groh's Development) – Project No. 220818

- The Developer is Stream Industrial Development Services. Pinnacle is the developer's engineer.
- A public roadway is proposed to extend along the east edge of the development. There is no public bidding planned with this development.
- We are assisting the fire protection subcontractor with fire flow information.
- We are waiting for revised plans meeting the conditional recommendation of approval. The developer has noted that there is no planned start date yet.

VILLAGE OF SOMERS
Engineer's Report
May 1, 2024

Golden Oil Sanitary Sewer Connection – Project No. 212153

- The Developer is Golden Oil; the developer's design engineer is Excel Engineering.
- Golden Oil requested that the construction start after Labor Day after the contracts had been signed.
- We sent Golden Oil a letter on 3/13/24 discussing the status and the remaining items that need to be completed, see below.

March 13, 2024

Mr. Ted Gement
Golden Oil LLC
1170 22nd Avenue
Somers, WI 53140

Subject: Village of Somers – Golden Oil Public Utilities Project Status

Dear Mr. Gement,

As requested on March 11, 2024, the Village directed Globe Contractors to start construction of the Golden Oil Public Utilities project after Labor Day 2024. The bidding documents gave the contractor a choice of completing construction prior to Memorial Day or beginning construction after Labor Day; this was done following the initial bid opening to attract additional bidders. We expect Globe Contractors to request additional money for the delay in their work, which is part of the project cost covered by the executed and recorded development agreement.

The following items need to be done within 60 days of the date of this letter:

- Golden Oil needs to provide a letter of credit to the Village per the developer's agreement.
- The easement on Golden Oil property needs to be signed and recorded.

Savannah at Pike Creek– Project No. 201664

- This project is an approximately 65-acre townhouse development at the northwest corner of the intersection of CTH L (18th Street) and STH 31 (Green Bay Road). It also includes two outlots for future commercial development. The development will consist of both public and private infrastructure. The developer is the Stoneleigh Company. Developer's design and construction engineer is Kimley-Horn and their contractor is Horizon/Naperville Construction.
- All the public water main and sanitary sewer in the southern half of the site has been installed and is in the process of being tested.
- The 24" water main in 60th Ave. and 16th Place has passed testing. And the 12" water main in 17th Street has passed testing.
- Asphalt binder is complete on the public roads.

Becknell Development Phase II – Project No. 211386

- This project is a 1-million square feet industrial spec building on a planned unit development with access to the East Frontage Road. The developer's design and construction engineer is Pinnacle Engineering. There is no recent action on this project.
- There has been no response from Becknell on the status of Phase II.

VILLAGE OF SOMERS
Engineer's Report
May 1, 2024

Stormwater Pond Inventory and Sediment Collection – Project No. 210862

- This project is necessary to satisfy the requirements of the Village MS4 Permit. The Village needs to inventory the regulated stormwater ponds, collect, and test sediment samples, and plan for future sediment removal from the ponds.
- We provided survey datum, a draft pond inventory report, and direction to staff.
- There is no recent action on this.
- We are looking at alternates to assist the Village with the necessary data collection.

Flint 94 Development— Project No. 211728

- This is the planned 3-building development west of I-94 and south of 12th St; The Developer is Flint 94 Commerce Center, LLC; their engineer is Pinnacle Engineering.
- On January 29, 2024, we issued a list of items to be completed before recommending acceptance of utilities. Painting the public fire hydrants red and re-seeding topsoil piles are the remaining items.

45th Avenue and 63rd Avenue Sewage Pumping Station Replacements—Project No. 201061

- The project includes the replacement of the suction lift sewage pumping equipment with submersible design like the 7th Street LS on Sheridan Road. August Winter & Son, Inc is the Contractor.
- The Contractor is bypass pumping at both stations. Both stations should be near substantial completion by May 31st. There are not reported issues.
- The substantial completion date is June 30, 2024; the completion is August 31, 2024.

CNG Fueling Facility – Project No. 230400

- CT Realty is the developer, Cage is the engineer.
- The plans are not approved. We sent a letter dated January 11, 2024, listing the outstanding items needed for final approval.

Golden Oil Development – North of 12th Street – Project No. 2325743

- Gas station plans were received from Golden Oil's engineer Excel on April 29, 2024 and are currently under review.
- Associated hotel plans were also received (Project No. 2400875).

Water Tower Authority to Construct – Project No. 161104

- The materials for the authority to construct are prepared and ready for review; the water tower is planned on 100th Avenue, north of 12th Street.
- The materials for the program to offer rebates for low usage fixtures are prepared and ready for review.
- Both submittals should be complete by May 15th.

VILLAGE OF SOMERS
Engineer's Report
May 1, 2024

Maplecrest Subdivision – Project No. 2326345

- Land-Quest is the developer, Manhard is the engineer.
- We provided review comments on November 6, 2023; these same comments remain following the recent planning commission meeting regarding Phase 1.

Shoreland Lutheran High School – Project No. 221315

- The design engineer is Excel Engineering.
- This phase of the project will construct all the necessary stormwater infrastructure; later phases will include the building addition and sport field relocation.
- Early in 2022 we instructed the design engineer to bring the entire site into compliance with the stormwater ordinance assuming the property was undeveloped. The submitted information appears to meet our early 2022 request; they appear to be reducing the 100-year flow to 11th Street from 185 cubic feet per second to 5 feet per second.
- Review comments were sent to the school and their engineer on March 4, 2024.

2024 Roadway Improvements – Project No. 2400374

- The 2024 project includes 13th Avenue, 16th Place, and 25th Street or 96th Avenue.
- We are waiting for verification of 25th Street or 96th Avenue.

Tropical Smoothie Review – Project No. 2400797

- Plans were received from Kolbrook Design on April 12, 2024.
- Conditional approval and review comments were sent to the Village on April 15, 2024.

Candlewood Suites Review – Project No. 2400875

- Hotel plans were received from Golden Oil's engineer Excel on April 29, 2024 and are currently under review.
- Associated gas station plans were also received (Project No. 2325743).

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**VILLAGE OF SOMERS
JOINT VILLAGE BOARD / PLAN COMMISSION
WORK SESSION ITEM MEMORANDUM**

WORK SESSION: May 7th, 2024

TO: Village President Stoner and Board of Trustees
Plan Commission members

PREPARED BY: Kevin Poirier, Assistant to the Administrator

REVIEWED BY: Jason J. Peters, Administrator

AGENDA ITEM: #5 Discuss Village housing mix, overview of development, first floor Square-footage minimum and building material standards. Plan Commission members will be in attendance to give their feedback

BACKGROUND:

The Village conducts many and sometimes lengthy meetings with developers looking to locate projects in Somers. In an effort to set expectations and streamline the process, Trustee Jackie Nelson and President Stoner have had several meetings with Administration, the Building Inspector and the Fire Department to discuss baseline items that the Plan Commission and the Board are looking for from developers.

Trustee Nelson reached out to neighboring communities and looked at their standards and came up with lists of Frequently Discussed subjects to codify what the Village's expectations as to what is to be built are. These lists also include items that were brought up by the Plan Commission when past projects were reviewed.

The Village Board reviewed the proposed standards at their December 5th, 2023 Work Session. At that meeting, the Board requested to have the Plan Commission give feedback on the documents as they have the first official meeting with developers and are the government body giving a recommendation to the Village Board.

The document for Apartments, Duplexes and Zero Lot Line Homes was further reviewed at the February 6th Work Session. That document will be provided to developers when they approach the Village for residential projects.

The process for developers to present their project to the Village was changed at that meeting to include two presentations to the Plan Commission, one presentation to the Village Board in a work session before being presented to the Board for action.

UPDATE:

Plan Commissioners and Village Board Trustees want to discuss the housing mix, overview of development, first floor Square-footage minimum and building material standards.

COMMENTS:

The county provided a map showing the tax revenue to the Village per acre. The map shows the Village's largest revenues coming from Becknell, First Park 94, Hawthorn Apartments and Market Place apartments. A second tier of revenue is shown to come from Market Place retailers, Pike Creek Apartment and Orchard Courts Apartments.

ATTACHMENTS:

Housing mix memo

2023 Municipal Tax Collected Per Acre map

Table 5.7
Residential Structure Types in the Village, County, Region, and State

Structure Type	Village of Somers		Kenosha County		Region		Wisconsin	
	Number of Units	Percent of Total	Number of Units	Percent of Total	Number of Units	Percent of Total	Number of Units	Percent of Total
1-Unit, Detached	2,114	59.7	47,774	66.3	520,390	57.8	1,808,977	66.5
1-Unit, Attached ^a	291	8.2	2,792	3.9	46,367	5.2	115,708	4.3
2 Units	79	2.2	4,867	6.8	92,315	10.3	170,039	6.3
3 or 4 Units	224	6.3	2,768	3.8	42,450	4.7	97,856	3.6
5 to 9 Units	312	8.8	4,089	5.7	54,371	6	132,693	4.9
10 to 19 Units	275	7.8	3,017	4.2	33,365	3.7	95,452	3.5
20 or More Units	111	3.2	4,731	6.6	102,464	11.4	210,212	7.7
Mobile Homes	133	3.8	1,952	2.7	8,201	0.9	86,592	3.2
Boat, RV, Van, etc.	0	0.0	30	-- ^b	235	-- ^b	840	-- ^b
Total	3,539	100.0	72,020	100.0	900,158	100.0	2,718,369	100.0

Note: Data are based on the 2017-2021 American Community Survey.

^a 1-unit attached structures include duplexes, row houses, and houses attached to nonresidential structures where the dividing or common wall goes from ground to roof and each unit has its own utilities, with no units located above or below.

^b Less than 0.05 percent.

Source: U.S. Bureau of the Census and SEWRPC

Single Family

2405 67%

Multi-Family

1,134 32%

Somersville Savannah

426 338

Total Units with Somersville & Savannah 4303

Single Family

2405 56%

Multifamily

1898 44%

Total Units with Maples at Somers 4,976

Single Family

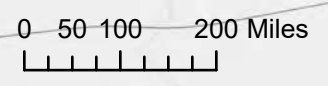
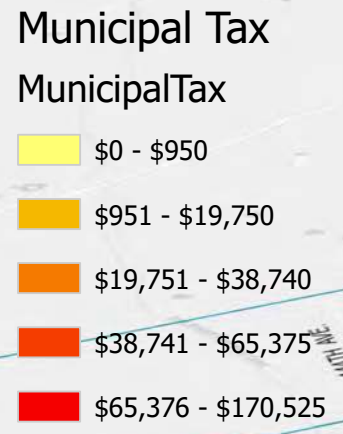
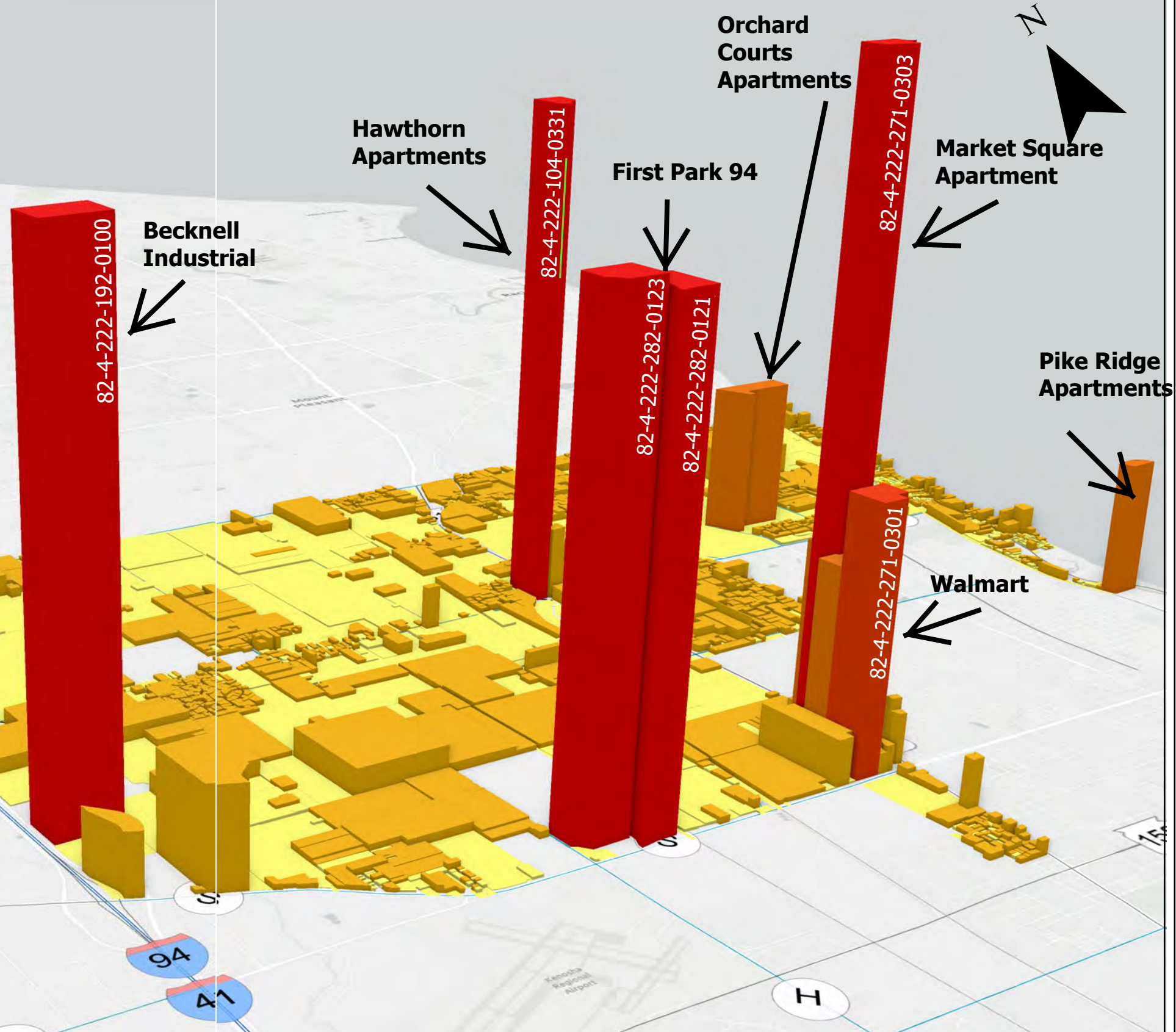
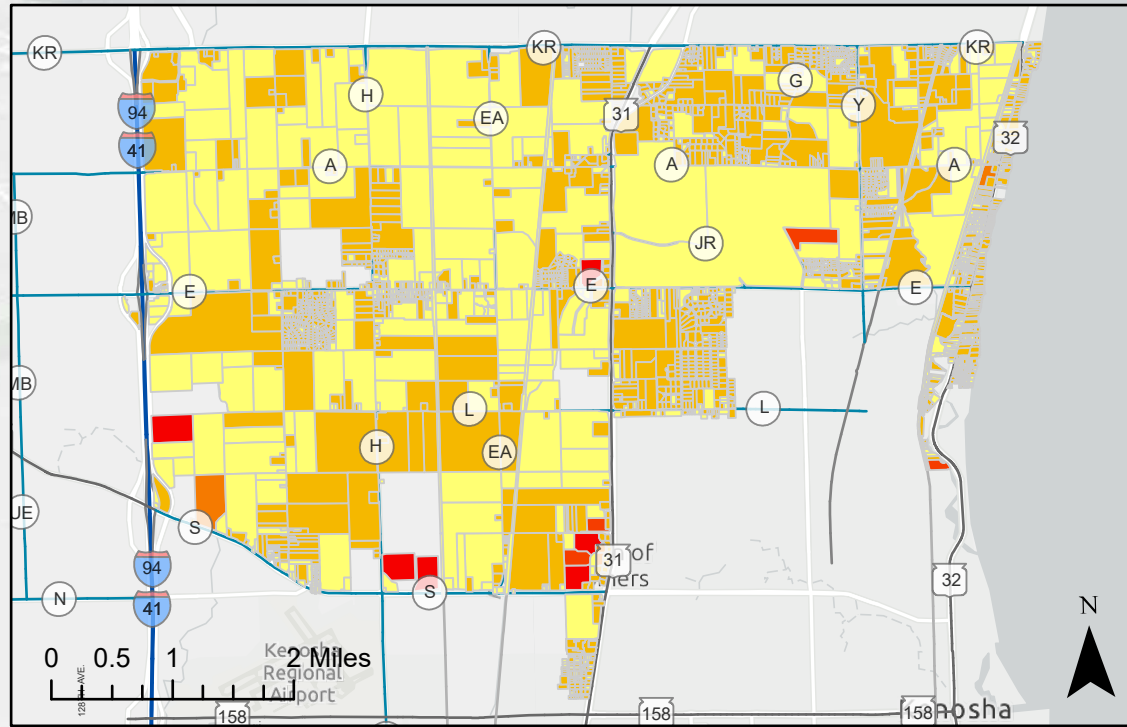
230
 2,635 53%

Multifamily

443
 2,341 47%

2023 Municipal Tax Collected Per Acre

Village of Somers, WI



**VILLAGE OF SOMERS
VILLAGE BOARD
WORK SESSION ITEM MEMORANDUM**

WORK SESSION: May 7th, 2024

TO: Village President Stoner and Board of Trustees

PREPARED BY: Kevin Poirier, Assistant to the Administrator

REVIEWED BY: Jason J. Peters, Administrator
Ben Andersen, Fire Chief

AGENDA ITEM: #6 Discuss McMahon's proposal for the Fire Department
Needs Assessment Requests received Jan. 31, 2024.

BACKGROUND:

Listed in the Village of Somers 2023 and Long-Term Goals is the following:

- Outline plans for remodeling or rebuilding Fire Station 2
- Consider long term plans for Fire Station 3

In February of 2023, Chief Andersen had Keller Construction come to a Work Session to present to the Board, as it pertains to the evaluation of needs, planning and designing of a fire station. At that time the Board was undecided on how they wanted to proceed. The discussion seemed to focus on a more holistic study as it pertains to the Village's needs.

Trustee Ostby has been in contact with a leading provider of Fire Facilities and Personnel Needs assessments. Administration, Chief Andersen and Trustee Ostby met on October 9th to review a sample proposal and discuss what else should be included.

At our October 17th, 2023 the Board discussed whether to move forward with a possible Request for Proposals for a Needs Assessment for Current and Future Facilities and Fire/EMS personnel. At our Nov. 7th, 2023 Work Session, the Board instructed Administration to draft a Request For Proposals.

In January, nine proposals were received. At our February 6th Work Session the Board was provided with each proposal and a spreadsheet that summarized what was received. Electronic versions of each proposals can be viewed using the following link:

<https://www.somers.org/wp-content/uploads/2024/02/2024.02.06-Village-Work-Session-Materials.pdf>

At the beforementioned Work Session the Board requested that a group consisting of Administration, Chief Andersen and several Trustees review the proposals and report back the Board.

On February 12th, Administration, Chief Andersen, Trustee Ostby, Trustee Fredrick and Trustee Smith met to discuss the proposals. Based on this meeting, it was decided that Chief Andersen and Administrator Peters would call references for several of the submissions and report back to the group.

On March 1st, Administration, Chief Andersen, Trustee Ostby and Trustee Fredrick met to discuss our findings. The group discussed reference calls regarding the following submissions:

At our March 5th Work Session the Board heard from our group that based on our reference checks and review of the proposals, the group agreed that McMahon Associates was the best fit for the Village. The group felt that their analysis of response time, and fire location would give the Village the best information to plan for the future and that they could also be partners in building future facilities if needed. At this time the Board requested that Chief Andersen further look into McMahon's work with other communities.

The Fire Study was reviewed again at our April 3rd Work Session. Chief Andersen reviewed McMahon's work in other communities and has interviewed Southshore's Chief on the work that was completed for their organization. Southshore's Chief was highly complementary of McMahon's work.

UPDATE:

McMahon Project Manager Robert Whitaker will be on hand to answer any questions. Staff is seeking guidance from the Board as to what step they would like to take next.

COMMENTS:

If the Board wants to move ahead with the study, this item will be brought to our May 14th Board Meeting for action.

ATTACHMENTS:

McMahon Summary of proposal

McMahon's RFP submission

McMahon Fee Proposal

MEMORANDUM

DATE: May 2, 2024

TO: Village and Town of Somers Board

FROM: Robert Whitaker

RE: Summary of McMahon Proposal to Village and Town of Somers

McMahon has a team of public safety professionals, architects, engineers, and geographic information specialists ready to assist the Village and Town of Somers in conducting any or all of the services that were detailed in the Request for Proposal issued by the Village and Town earlier this year.

McMahon's team has conducted hundreds of public safety consulting engagements across the Country. We have a large client based in the State of Wisconsin and have recently completed an extensive fire and emergency medical services project for the Villages of Mount Pleasant, Caledonia and Sturtevant.

If approved by the Board, McMahon will produce:

- Fire Department Facilities Assessment
- Fire Department Operational Needs Assessment
- Fire Department Staffing Needs Assessment

McMahon prides itself on providing its client with a report that includes recommendations that are:

- Based on facts and data.
- Meet community specific needs and desires.
- Developed considering Industry best practices.

I will be present at Tuesday evening's work session to answer questions that may arise on McMahon's proposal.

Fire Department Needs Assessment

Prepared for



KENOSHA COUNTY | WISCONSIN

January 29, 2024

Prepared By

Robert Whitaker, Senior Public Safety Team Leader
Jeffrey R. Roemer, Public Safety Manager



Fire Department Needs Assessment

Prepared for



KENOSHA COUNTY | WISCONSIN

Prepared By
McMahon Associates, Inc. | NEENAH, WISCONSIN
January 29, 2024

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Appendix:

Full Resumes

Drive Time and Incident Map

Drive Time Map

Incident Heat Map

Radius and Incident Map

Response Times w Drive Times 40



January 29, 2024

Village/Town of Somers
Attn: Kevin Poirier, Village/Town Assistant to the Administrator
7511 12th Street
Kenosha, WI 53144

Dear Mr. Poirier,

We are pleased to submit a proposal for a Fire Department Needs Assessment for the Village and Town of Somers. Our teams’ passion for Public Safety and working with the fire service provides the basis for our interest in submitting this proposal. Municipal Consulting projects have become a major focus for McMahon Associates, Inc. (McMahon). Similar work in the past has included departments such as the Villages of Mukwonago, Germantown and Cities of Ripon and West Bend.

McMahon’s Public Safety & Municipal Management Group’s focus is on national and international public management consulting services. Most of our clients are public sector entities: municipalities, counties, tribes, or special districts. Our team of public safety and municipal management consultants are all senior level staff and are either current or former municipal management practitioners. MCMAHON’s service offerings also include geographic information services (GIS), architectural and engineering services. The combination of our architectural, engineering, GIS and public safety services make our firm an excellent choice for this project.

Thank you for the opportunity to submit this proposal. We pride ourselves on quality of work and on-going communication with stakeholders, staff, and boards throughout the project. If you have any questions or desire to schedule a meeting where we can present our proposal in more detail and answer any questions, please feel free to contact me at 414-232-1148 or by email at rwhitaker@mcmgrp.com. We look forward to working with you on this important project!

Respectfully,
McMahon Associates, Inc.

Robert Whitaker
Senior Public Safety Team Leader

Jeffrey R. Roemer
Public Safety Manager



McMahon provides public management consulting that provides professional, high quality public management consulting, project management, and other related services to organizations throughout the United States and abroad. Our consultants have served the needs of numerous municipalities throughout the United States and remain very active with several public safety and government related organizations including:

- Wisconsin City/County Management Association
- International City/County Management Association
- Wisconsin State Fire Chiefs Association
- International Association of Fire Chiefs
- International Association of Police Chiefs
- Association of Public Safety Communications Officials
- Professional Ambulance Association of Wisconsin
- National Emergency Number Association
- National Police Protection Association
- Wisconsin Society of Certified Public Managers
- Wisconsin State Police Chiefs Association
- Wisconsin Association of Public Safety Communications Officials

Our consultants possess in-depth knowledge of relevant aspects of public service, which includes administration, communications, organization, labor relations, human resources, economics, and standards. This knowledge allows us to provide clients with an intellectual and objective analysis of the information received. This information is then presented in an easily understood format, allowing policy boards to make knowledgeable and informed decisions.

Project progress is measured against an established work plan, timetables, budget, and list of deliverables. Project methodology includes frequently scheduled progress meetings to discuss progress as well as new or unanticipated issues. The work plans are focused, coordinated, and logical. Project team members are also available throughout the duration of the project.

Our approach to this project requires a clear understanding of the current Fire Departments organization, staffing, operations, facilities, administration, planning, and related concerns. The key elements of our methodology include:

- A clear understanding of the project background, complex issues involved, and the goals and objectives.
- A work plan that is comprehensive, well designed, practical, and provides for ample opportunity for client input.
- Sufficient resources and a commitment to successfully completing the project within the desired time frame and at a reasonable cost.

Client Input

To develop a comprehensive Fire Department Needs Assessment and make specific recommendations, it is critical that we receive quality information from officials, staff, and members. Accordingly, our approach includes regular meetings with the Fire and Village/Town Administration, along with associated agencies that would have valuable information to communicate to the Department.

Practical Recommendations

Our goal is to provide you with realistic recommendations for the administration and management of the fire department. These recommendations need to be based on sound practical standards and legal considerations.

Project Management

A successful assessment and the provision of effective recommendations requires a special effort to ensure that all levels of the project receive adequate attention and those findings and recommendations are thoroughly coordinated. This is accomplished by the development and adherence to a project work plan, clear management team assignments, and frequent communications with Fire and Village/Town Administration.

Project Kickoff

- Develop a project team of appropriate users and stakeholders to oversee and participate in the project. The project team will coordinate project schedules, evaluate findings and recommendations, and review and present the final documents.
- Prepare for and conduct Project Planning Meeting with McMahon Project Manager, the Project Team and key project personnel. The purpose of the meeting will be to define scope and mission, discuss the work plans, establish liaison responsibilities, coordinate project schedules, and confirm other general arrangements.

Initial Assessment and Observations

- Obtain and review documentation pertaining to this project, such as existing fire department documentation, policies and procedures, detailed call volume statistics with related GIS locations of calls for service, community development plans, service contracts, surveys, capital improvement plans, and previous studies.

Continued Assessment and Documentation

- Tour and assess fire department facilities. The walk-thru will assess:
 - Fire Department use of facilities
 - Fire Department workflow
 - Current conditions of facilities including building envelope, interior condition, life safety/building code items and accessibility.
 - Potential additions based on construction type.
 - Interviews with facility staff regarding age and condition of building systems such as HVAC, electrical and plumbing for life cycle costs or replacement.
 - Potential alternative site locations.
- Assess the current fire operations and begin to assess future needs by conducting interviews and on-site observations with representatives of the agency and related organizations. The interviews and observations will be held in both group and individual settings with personnel from the following areas:
 - ❖ Fire Department
 - Administration
 - Fire Officers
 - Fire Fighters
 - Dispatch
 - Fire Inspectors
 - ❖ Surrounding Fire Departments
 - ❖ Village/Town Officials
 - ❖ Economic Development

Interviews and observations will primarily focus on the following issues:

- ❖ Current fire operations, staffing and levels of service.
 - ❖ Fire service workload call volume and activity.
 - ❖ Fire operations and service effectiveness and expectations.
 - ❖ Current and anticipated budget issues.
 - ❖ Major equipment needs.
 - ❖ Economic development plans.
 - ❖ Facilities and workflow issues impacting facilities.
- Prepare for and facilitate a project status meeting to discuss the results of the interviews and on-site tours and observations and to review the next steps of the project.

Analysis, Performance Review and Recommendations

Upon completion of assessment and documentation, the McMahon Team will review the information gathered from tours, assessments, and interviews. This will be the basis for developing the facilities and operational needs assessment.

- Fire department operational workflows, staffing and processes will be analyzed for efficiency, effectiveness, and compliance with accepted standards. This review will be based on the Commission of Fire Accreditation International categories and criteria. The performance indicators that will be examined include the following:
 - ❖ Governance and Administration
 - ❖ Assessment and Planning
 - ❖ Goals and Objectives
 - ❖ Financial Resources
 - ❖ Community Risk Reduction Programs
 - ❖ Physical Resources
 - ❖ Human Resources
 - ❖ Training and Competency
 - ❖ Essential Resources
 - ❖ External Systems Relationships
 - ❖ Health and Safety
- Determine any changes, or future trends, for public safety industry standards related to facilities and operational requirements. During the development of the assessment, McMahon will consider many factors and standards as a basis including:
 - ❖ State of Wisconsin Statutes and Administrative Code
 - ❖ National Highway Safety Traffic Administration (NHSTA)
 - ❖ Federal Emergency Management Association (FEMA)
 - ❖ Local Related Ordinances
 - ❖ Commission on Fire Accreditation International (CFAI)
 - ❖ National Fire Protection Association (NFPA)
 - ❖ American Institute of Architects (AIA)

- If requested by the Village/Town, McMahon will provide a staffing needs assessment for the Somers Fire Department (RFP Item C). The projected growth and level of service needs will be considered during the development of these recommendations to include:
 - ❖ Assessment of the organizational structure of the fire department
 - ❖ Evaluation of operational staffing levels
 - ❖ Evaluation of the appropriateness of staffing methods, numbers and distribution of personnel
 - ❖ Evaluation of the current paid-on-call/volunteer/career/part-time use
 - ❖ Review of firefighter/EMS staff distribution
 - ❖ Evaluation of department staffing levels compare to national standards
 - ❖ Evaluation of the effectiveness of call response
 - ❖ Recommended staffing options for current and anticipated community needs
 - ❖ Any other issues identified during the analysis

- Prepare for and facilitate a Recommendations Meeting to present preliminary findings and obtain feedback from the Project Team.

Document Preparation and Review

- Fire Department Facilities Assessment (RFP Item A): Develop a comprehensive detailed facilities needs assessment as requested in the RFP. The assessment and accompanying report will include:
 - Maps showing response times and distance from the current stations to areas of the Village/Town.
 - Identification of deficiencies and areas of improvement for facilities, their locations, their compliance with industry safety standards and codes, future facility needs and the potential for facilities consolidation based on concentration, distribution, reliability and cost benefit. The facilities assessment report will also conceptual floor plan, architectural site plan and exterior elevations of:
 - Station 2 renovation or expansion
 - Station 2 replacement on current site
 - Station 2 replacement on a new site
 - Options for Station 1 renovation/expansion in current location with possibility of using the public works facility for extra space. This will include suggestions for relocation of the public works facility.
 - Options for Station 1 at the current location or a new site.
 - Options for future Station 3 including estimate of construction costs.
 - Probable cost estimates for all options above including site improvements, building costs and soft costs.
 - Existing Conditions Report of Stations 1 and 2 to include a review of existing mechanical, electrical and plumbing services and related equipment for use in determining how to proceed with the current facilities.
 - General Architectural and Structural Observations.

- Fire Department Operational Needs Assessment, utilizing the information provided by the documentation received, the interviews, and on-site observations. The Assessment will include an assessment of the current fire department efficiency and effectiveness, the

department's compliance with accepted standards and provide an overview of the fire department and its coverage area to include maps demonstrating response times from facilities to the Village/Town. (RFP Item B).

- If requested, list and describe the findings and recommendations regarding the staffing needs assessment using the scope identified this Proposal (RFP Item C).
- Assemble the Needs Assessment document(s) by performing a detailed quality assurance review of the document to ensure that the document meets the expectations of the Project Team and conforms to McMahon's standards.
- Prepare, produce, and deliver the draft of the Facilities and Operational Needs Assessment document(s) to the Project Team for review. Facilitate a Report Delivery Meeting to review content as well as schedules and expectations for the remaining project steps. If requested, preparation of the Staffing Needs Assessment will be included also.
- Facilitate a Needs Assessment Review Meeting with the Project Team approximately one (1) week after initial delivery to answer questions regarding the content of the Assessment. Make any changes to the Assessment based on the discussions at the Assessment Review Meeting. Produce and deliver final document copies to the Project Team. If requested, the facilitation of a meeting regarding the Staffing Needs Assessment will be included also.
- Facilitate a Needs Assessment review presentation for the governing body. If requested, facilitation of a presentation of the Staffing Needs Assessment will be included also.

ITEMS NOT INCLUDED IN THE SCOPE OF ARCHITECTURAL SERVICES

The following is not intended to be a comprehensive list. It is intended to highlight general areas not included in the Scope of Services.

1. Civil or Structural design or design services such as schematic design, design development, construction documents, construction services or any design services not identified above from any discipline.
2. Geotechnical Services including soil borings, geotechnical report, and services during construction.
3. Reproduction of plans and specifications (McMahon will invoice as a reimbursable expense if required).
4. Architects attendance at meetings in addition to one in person meeting and three virtual meetings. If required, meetings will be attended on a Time and Expense basis. (The limit of one in-person meeting and three virtual meetings is specific to the architectural team only – this does not apply to the remainder of the McMahon Team assigned to this project.)
5. Archaeological, historical, endangered/threatened species.

6. Sampling and testing of soil, air, groundwater, building materials, and/or other media on the subject property.
7. Design of new services and/or relocation/demolition of existing gas, electric, telephone, fiber, and cable; and coordination with the respective utility companies.
8. Applications for rezoning, Conditional Use Permit, and/or variances to the Zoning Ordinance.
9. Preparation of easement documents, development, and lease agreements.
10. Additional Renderings or animations outside of the scope identified in the Document Preparation and Review Section of this Proposal (additional services available with an additional agreement).
11. Submittals to local or state agencies.

Upon acceptance of this Proposal, McMahon will prepare an Agreement incorporating the Scope of Services and terms outlined here. All services will be provided in accordance with our General Terms & Conditions, dated October 25, 2023, which will be incorporated into the Agreement for reference.

Invoices will be sent every month based on the previous months' time and expenses.

Project Schedule

McMahon has the staff available to begin this project immediately upon award. Based on our prior experience on similar projects, it is estimated that this analysis will take approximately three (3) months to complete Options A & B and one (1) additional month to complete Options C. This timeline is contingent upon data being readily available and in a format that facilitates analysis.

Personnel assigned to this project are selected from McMahon Associates, Inc. (McMahon). The Project Manager supervises the project team and clerical personnel support the team. The combined resources assure that the client receives the best possible combination of professional attention.

Robert C. Whitaker – Senior Public Safety Team Leader

Robert will work as the Project Manager and has over 30 years of experience in the fire, emergency medical and emergency management field. He currently works as a Fire & EMS Chief/Administrator of a consolidated fire and emergency services department in Wisconsin that is twice accredited by the Commission on Fire Accreditation International. During his tenure as Chief, he oversaw consolidation of three 911 PSAPs and implementation of a county-wide CAD2CAD Software System. Prior to his position as Fire Chief, he worked as a Deputy Chief of Administration, Battalion Chief of Operations and Training Chief. Robert has worked as a consultant on a variety of public sector management projects, including multiple projects on fire department needs assessments, fire service consolidation, joint governance structure and shared service initiatives. He holds a master's degree in Fire and Emergency Management from Oklahoma State University and is a licensed paramedic in the State of Wisconsin.

Gerald W. Kudek – Public Safety Specialist II

Gerald is an experienced and dedicated public safety professional with over 38 years of experience in the fire service. Starting as a paid-on-call firefighter, he advanced to a full time career and has served in every aspect of the fire department, from firefighter/EMT, Motor Pump Operator, Lieutenant in charge of Training, Battalion Chief, and to his last 10 years as Fire Chief. His strong leadership and relationship building skills were key as the department gained City Council approval of 9 new firefighter positions (without grant or referendum), as well as moving forward with new station construction and a station remodel. His areas of expertise include fiscal responsibility, problem solving, and innovative thinking.

Kevin I. Bierce – Senior Public Safety Specialist

Kevin will assist the Project Team with review of project specific information and processes as well advise on findings and recommendations. Chief Bierce has been the Fire Chief for the City of Pewaukee Fire Department since 2008 where he oversees all emergency operations. Prior to becoming Chief, he worked in various positions to include Assistant Chief, Division Chief of Prevention, Captain and Lieutenant. As Division Chief of Inspections, Kevin worked to combine the building inspection department of two communities under the authority of the Fire Department to create the Building Services Division overseeing building, zoning, and plan review of all structures in the Village and City of Pewaukee. He is a licensed building official and serves by appointment of the Governor of Wisconsin on the Wisconsin Commercial Building Code Council, responsible for the oversight and review of the Wisconsin Building Codes.

Kevin K. Kloehn – Public Safety Specialist

Kevin has over 31 years of experience in the Fire, Emergency Medical, and Emergency Management field. He currently works as a Fire Chief of a consolidated fire department in Wisconsin. Before his position as Fire Chief, he worked as a Shift Commander/Battalion Chief, Captain, and Driver. Prior to becoming a career Fire Chief, Kevin worked as a Fire Chief for a Volunteer Department for 8 years in which he consolidated two (2) Fire Departments within a Community. Kevin has experience with two (2) major Consolidation Projects, Strategic Planning, Emergency Operations Planning, and developing Training Plans for new Firefighters.

Paul Boening – Public Management Specialist

Paul will assist the Project Team and is a local government official with over two decades of municipal experience. He is skilled at utilizing a team approach to work with elected officials, residents, business representatives and colleagues. Paul possesses comprehensive knowledge of public administration theory. He is adept at interdepartmental coordination and communication and has experience managing various projects. Paul is currently the Village Manager in Whitefish Bay, Wisconsin.

Christine M. Mollett – Senior Architectural Designer

Christina has managed multi-million-dollar projects to successful completion and coordinated teams of consultants, engineers, and contractors to fulfill client's expectations of quality, budget, and deadline. She has worked on value engineering for million-dollar savings which allowed budget restricted projects to move forward. Christina has organized and documented projects and communications and performed efficient record keeping and filing. She has assessed products, materials, and processes both on site and documented to check compliance with specifications, state codes, and safety regulations. She has managed teams of contractors and subcontractors on multiple construction jobs in various stages of completion simultaneously. Christina has contributed to at least 30 projects over seven years as a project manager and working with other project managers to facilitate their needs including multiple fire station and municipal building projects.

Sam Pociask – Senior Analyst

GIS IMPLEMENTATION MANAGEMENT

Built relationships with state, county, local governments, and regional planning commissions, and promoted data exchange opportunities where available. Created detailed work programs, monthly reports, and year end program assessment for Green Lake County.

Managed the integration of GPS field collected data into ATC system and library layers.

Worked with Oneida Nation GIS Staff to Implement Geodatabase Model for all GIS Data Utilized within the Tribe.

Coordinated GIS Application Development for Town of Lawrence, Village of Allouez, City of Brillion, Village of Belgium, City of Marion, Village of Kimberly, Town of Neenah, Village of Combined Locks, City of New London, Town of Hebron, City of Earlville, Town of Black Creek, Town of Grand Chute, and Village of Fox Crossing.

Integrated sanitary manhole field inspections with existing GIS system for the City of Oshkosh.

Mike Martin – Senior Architect

Mike is a licensed Architect with over 25 years of experience in his field. He has been involved in every aspect of programming, design, construction documents, and construction administration for large and small projects throughout his long career. Mike is very skilled at coordinating diverse issues and developing unique solutions to potential project barriers. He will be actively involved and engaged throughout the life of the project and will work closely with the Client.

Scott Manteuffel – Construction Services Project Manager

Scott is a Construction Project Manager with 30 years of construction experience and is the Construction Services Manager. He works closely with Design Team members to develop constructability solutions suited to each projects need.

Edward Erickson – Plumbing Design Engineer

Edward Erickson is a licensed plumbing systems designer with over 30 years of experience in the design of plumbing building systems for commercial, educational, industrial, and municipal facilities. Prior to accepting a position with McMahan Associates, Inc. Ed was designing, estimating and project managing at Bassett Mechanical in Kaukauna, WI. Ed has experience with sanitary drain, waste and vent, fire protection, storm drain and vent, acid resistant drain, waste and vent, domestic cold water, domestic hot water, domestic hot water recirculation, non-potable water, protected water, soft water, deionized water, reverse osmosis water, filtered water, steam and condensate, compressed air, natural gas, fuel oil, acids, medical gasses, vacuum and many other mediums for various types of building projects, including healthcare, educational, governmental, industrial wastewater and water treatment, maintenance garages, funeral homes, restaurants, bars, police departments, jails, utility companies, and much more. Ed has experience designing buildings to LEED levels as defined by customer.

Jill FitzSimons- Senior Electrical Engineer

is a licensed Electrical Engineer with over 20-years of experience in the design of electrical building systems for commercial and municipal facilities. Prior to accepting a position with McMahan Associates, Inc., Jill was an Associate Principal at Berg Engineering Consultants in Schaumburg, Illinois. Jill has experience with power, lighting and low voltage systems designs for various types of building projects, including Educational, Healthcare, Park/Recreational, Police Department, Auditoriums, Office, Maintenance Garages, and Senior Living Facilities. Jill has extensive experience with lighting replacement projects that update lighting to IES recommended levels, lighting power density, and controls meeting required Energy Codes.

Jeffrey R. Roemer – Public Safety Manager

Jeff will assist the Project Team with review of project specific information and processes as well advise on findings and recommendations. He has over 35 years of experience in public safety and is currently Public Safety Manager of the Public Safety & Municipal Management Group for McMAHON. Jeff is a certified public manager and has been providing full time public safety management consulting for the last 24 years. He worked as a Fire Chief, Police Chief, EMS Director, and Emergency Management Director before moving into public management consulting. He has worked with over 300 public safety clients nationwide and internationally.

For all projects identified below, McMahon performed similar scope of services as described in the Scope and Methodology Sections of this Proposal.

VILLAGE OF GERMANTOWN

Project: Fire Management Counsel Services – included fire department needs assessment, facilities analysis and management counsel services during the period of a fire chief transition.

Steven Kreklow, Village Administrator

N112W1701 Mequon Road

Germantown, WI 53022

(262) 250-4775

VILLAGE & TOWN OF MUKWONAGO

Project: Fire Organizational Analysis - included a needs assessment that was ultimately used to identify fire department needs as part of a referendum for funding to sufficiently staff and operate the fire department.

Jeff Stein, Fire Chief

440 River Crest Ct Mukwonago, WI 53149

(262) 363-6420

CITY OF BARABOO, WI

Project: Fire Department Organizational Needs Assessment & Consolidation Feasibility Study which included an assessment of the fire department operations, apparatus, facilities, and staffing needs in addition to a feasibility study of the consolidation of the fire department and EMS department.

Kevin Stieve, Fire and EMS Chief

135 4th Street

Baraboo, WI 53913

608-356-3455

VILLAGES OF MOUNT PLEASANT, STURTEVANT, AND CALEDONIA

Project: Feasibility study of consolidation/options for additional shared services between the South Shore Fire Department and the Caledonia Fire Department. This study included facilities assessment, current operational assessment and identification of a staffing/deployment plan including cost analysis of a potential full consolidation of the two departments.

Maureen Murphy, Village Administrator

8811 Campus Drive

Mount Pleasant, WI 53406

262-664-7818

CITY OF BARABOO, WI

Project: Fire Department Organizational Needs Assessment & Consolidation Feasibility Study which included an assessment of the fire department operations, apparatus, facilities, and staffing needs in addition to a feasibility study of the consolidation of the fire department and EMS department.

Kevin Stieve, Fire and EMS Chief

135 4th Street

Baraboo, WI 53913

608-356-3455

RIPON AREA FIRE DISTRICT

Project: Strategic Planning, Organizational Analysis and Fire Management Counsel – project work included completing a strategic plan for the organization based on organizational needs analysis/assessment and providing management counsel to the fire administration team in the absence of a fire chief.

Ellen Sorensen, Board President

515 Aspen Street,

Ripon, WI 54971

920-745-2262

CITY OF WEST BEND

Project: Organizational, facilities and staffing analysis including GIS review of fire station locations and service demand (concentration, distribution, and reliability analysis). This project led to the city funding additional staffing in the fire department and re-evaluating the location of one of the cities' fire stations.

Jay Schambeau, City Administrator

1115 S. Main Street

West Bend, WI 53095

262-335-5171

ROBERT C. WHITAKER

SENIOR PUBLIC SAFETY SPECIALIST

Robert has over 30 years of experience in the fire, emergency medical and emergency management field. He currently works as a Fire & EMS Chief/Administrator of a consolidated fire department in Wisconsin. Before his position as Chief, he worked as a Deputy Chief of Administration, Battalion Chief and Training Chief. Robert has worked as a consultant on a variety of public sector management projects, including multiple projects on fire service consolidation and shared service initiatives.

PROJECTS

FIRE & EMS SERVICE

City of Rice Lake, WI – Public Safety Study
City of West Bend, WI – Fire Service Study
City of Baraboo, WI – Fire Service Study
Seymour (WI) Joint Fire Service Study
Buchanan/Combined Locks/Harrison (WI) Joint Fire Service Study
Village/Town of Mukwonago, WI – Fire & EMS Service Study
West Bend, WI – Standard Operating Guidelines Update
Peer Assessor for Center for Public Safety Excellence Fire Service Accreditation
Extensive experience navigating challenging political and operational situations relating to fire and EMS service

EMERGENCY MANAGEMENT

North Shore (WI) Joint Comprehensive Emergency Management Plan

Multitude of experiences in emergency operations centers and emergency management work relating to natural disasters, fires, mass casualties and pandemic related events.



rwhitaker@mcmgrp.com

SPECIALIZED COMPETENCE

Fire Administration
EMS Administration
Emergency Management
Public Management
Consolidated/shared service

ACADEMIC BACKGROUND

Master's degree- Fire & Emergency Management – Oklahoma State University
Bachelor's degree – Fire Service Management – Southern Illinois University
Credentialed Chief Fire Officer – Center for Public Safety Excellence

PROFESSIONAL AFFILIATIONS

International Association of Fire Chief
Wisconsin State Fire Chiefs Association
International City/County Management Association
Board of Directors – Wisconsin Policy Forum

KEVIN I. BIERCE

SENIOR PUBLIC SAFETY SPECIALIST

Chief Bierce has been the Fire Chief for the City of Pewaukee Fire Department since 2008 where he oversees all emergency operations. Prior to becoming Chief, he worked in various positions to include Assistant Chief, Division Chief of Prevention, Captain and Lieutenant. As Division Chief of Inspections, Kevin worked to combine the building inspection department of two communities under the authority of the Fire Department to create the Building Services Division overseeing building, zoning, and plan review of all structures in the Village and City of Pewaukee. He is a licensed building official and serves by appointment of the Governor of Wisconsin on the Wisconsin Commercial Building Code Council, responsible for the oversight and review of the Wisconsin Building Codes.

Kevin also serves as the Past President of the Waukesha County Fire Chief Association and the Wisconsin State Fire Chiefs Association. He has been appointed to other numerous boards and committees at both the State and Local level.

He currently instructs both at the National and State level and is on Staff at both the Community College level and at the Wisconsin Emergency Services Academy at Volk Field, Wisconsin. He instructs in both Fire Prevention and Executive Fire Officer Development for both the Department of Defense and civilian agencies. As part of his commitment to education he also serves as a Wisconsin Technical School Representative providing evaluation of testing sites throughout Wisconsin.

Before his service as the Fire Service Chief, Bierce served in both the active and reserve components of the U.S. Army. Prior to his retirement his assignments included both company grade and field grade officer assignments including company command and brigade level staff positions. He continues to work with the military through his participation in both State and National Level preparedness operations, most recently serving as Incident Commander for Patriot North Exercise, one of the largest multi-agency Domestic Response Exercises in the Nation.

PROJECTS

FIRE SERVICE

Holmen WI – Management Counsel
City of Lake Elmo MN – Organizational Study
Village of Mukwonago WI – Organizational Study
Town of Buchanan WI – Consolidation Study
Didion Milling, Cambria WI – Fire and Life Safety

PUBLIC MANAGEMENT

Kaukauna WI - Building Inspection Department



kbierce@mcm.com
262-277-4227

SPECIALIZED COMPETENCE

Fire Administration
EMS Administration
Emergency Management
Incident Management Team Specialist

ACADEMIC BACKGROUND

UW Stevens Point - Geology
National Fire Academy
United States Army Combined Arms Service and Staff College
University of Texas Incident Command Course

PROFESSIONAL AFFILIATIONS

International Association of Fire Chief
National Fire Protection Association
Wisconsin State Fire Chiefs Association
National Fire Sprinkler Association

GERALD W. KUDEK

PUBLIC SAFETY SPECIALIST II

Gerald is an experienced and dedicated public safety professional with over 38 years of experience in the fire service. Starting as a paid-on-call firefighter, he advanced to a full-time career and has served in every aspect of the fire department, from firefighter/EMT, Motor Pump Operator, Lieutenant in charge of Training, Battalion Chief, and to his last 10 years as Fire Chief.

His strong leadership and relationship building skills were key as the department gained City Council approval of 9 new firefighter positions (without grant or referendum), as well as moving forward with new station construction and a station remodel. His areas of expertise include fiscal responsibility, problem solving, and innovative thinking.

The combination of both a lengthy public safety career as well as his academic background has provided Gerald with skills essential in today's ever changing and challenging public safety environment. These skills include extensive knowledge in fire service administration, staff education and training, reports and proposals developed from sound data, problem solving and analysis, building relationships and mentoring, and policies and procedures.

In addition to his fire service career, Gerald enjoys serving on several non-profit boards. He has been past president of Leadership – West Bend, Volunteer Center of Washington County board of directors, as well as church and school leadership teams.



gkudek@mcmgrp.com
262-573-5392

ACADEMIC BACKGROUND

National Fire Academy – Executive Fire Officer Designation

Southern Illinois University – BS, Fire Service Management

Milwaukee Area Technical College- Associate of Applied Science degree, Fire Technology

University of Wisconsin – Washington County – Associate of Science Degree, Business Administration

PROFESSIONAL AFFILIATIONS

International Association of Fire Chiefs
International Society of Fire Service Instructors
Wisconsin State Fire Chief's Association
Southeast Wisconsin Incident Management Team

AWARDS & RECOGNITION

Fire Fighter of the Year – 2001
American Legion – 2nd District, WI
Certificate of Achievement – 2012
Scott Walker, Governor of Wisconsin
Alumnus of the Year 2018
University of Milwaukee – Washington County

KEVIN K. KLOEHN

PUBLIC SAFETY SPECIALIST

Kevin has over 31 years of experience in the Fire, Emergency Medical, and Emergency Management field. He currently works as a Fire Chief of a consolidated fire department in Wisconsin. Before his position as Fire Chief, he worked as a Shift Commander/Battalion Chief, Captain, and Driver.

Prior to becoming a career Fire Chief, Kevin worked as a Fire Chief for a Volunteer Department in which he consolidated two (2) Fire Departments within a Community.

Kevin has experience on two (2) major Consolidation Projects, Strategic Planning, Emergency Operations Planning, and developing Training Plans for new Firefighters.

PROFESSIONAL EXPERIENCE

PROJECTS

- Village of Harrison – Fire Department Consolidation
- Village of Harrison – Strategic Plan
- Village of Harrison – Training Program for Fire Department
- Consolidation of Neenah-Menasha Fire Rescue
- Strategic Plan for Neenah-Menasha Fire Rescue
- Cancer Study for Neenah-Menasha Fire Rescue



kkloehn@mcmgrp.com

SPECIALIZED COMPETENCE

Fire Administration
Emergency Management
Public Management
Consolidated/Shared Services

ACADEMIC BACKGROUND

Bachelors Degree – University of Phoenix
Associates Degree – Fox Valley Technical College

PROFESSIONAL AFFILIATIONS

International Association of Fire Chiefs
Wisconsin State Fire Chiefs Association

PAUL M. BOENING

PUBLIC MANAGEMENT SPECIALIST

Paul is a local government official with over two decades of municipal experience. He is skilled at utilizing a team approach to work with elected officials, residents, business representatives and colleagues. Paul possesses comprehensive knowledge of public administration theory. He is adept at interdepartmental coordination and communication and has experience managing various projects. Paul is currently the Village Manager in Whitefish Bay, Wisconsin.

PROFESSIONAL EXPERIENCE

VILLAGE OF WHITEFISH BAY

Village Manager (2017 – Present)

Population – 14,000; Budget - \$17 million; 95 employees

Chief Executive responsible for all aspects of Village Government

Assistant Village Manager (2015 – 2017)

Manager's Assistant (2014 – 2015)

- Worked collaboratively with the Village Manager to efficiently organize and manage the day-to-day management of the Village
- Coordinated activities of the Village Manager's Office with departments and outside agencies
- Drafted ordinances, resolutions, and memos
- Responsible for coordination and permitting of all special events
- Participated in annual budget preparation process
- Maintained Village website
- Created job postings; participated in employee recruitment and selection
- Served as Village Representative to MADACC and Alternate Representative to North Shore Water Commission and ICC
- Served as acting Village Manager in the Manager's absence

VILLAGE OF PEWAUKEE

Deputy Clerk (2000-2014)

- Performed various duties related to the Open Meetings, Open Records and Election Laws
- Entered biweekly payroll and prepared employee pay statements
- Processed license, sign permit and land development application
- Prepare, posted and distributed meeting agenda
- Managed/Edited Village website
- Assisted Village management team with various tasks and projects
- Drafter municipal ordinances, resolutions and zoning code amendments

WAUKESHA COUNTY DEPT. OF ADMINISTRATION

Risk Management/Financial Services Intern (1999 – 2000)

- Assisted managers and other employees with departmental tasks and projects inputted, organized, and formulated data through the use of spreadsheet applications and other software programs



pboening@mcmgrp.com

SPECIALIZED COMPETENCE

Municipal Administration
Leadership
Knowledge of public administration theory
Planning, zoning and land development

ACADEMIC BACKGROUND

University of South Dakota:
Master of Public Administration

Carroll University:
BA in Public Administration

PROFESSIONAL AFFILIATIONS

Wisconsin City/County Management Association

CHRISTINA M. MOLLETT

SENIOR ARCHITECTURAL DESIGNER

Christina has managed multi-million-dollar projects to successful completion and coordinated teams of consultants, engineers, and contractors to fulfill client's expectations of quality, budget, and deadline. She has worked on value engineering for million-dollar savings which allowed budget restricted projects to move forward. Christina has organized and documented projects and communications and performed efficient record keeping and filing. She has assessed products, materials, and processes both on site and documented to check compliance with specifications, state codes, and safety regulations. She has managed teams of contractors and subcontractors on multiple construction jobs in various stages of completion simultaneously. Christina has contributed to at least 30 projects over seven years as a project manager and working with other project managers to facilitate their needs including: planning, drafting, documenting, and project assessment. She has designed three storm shelters based on ICC 500 2014 standards, two for essential facilities. She has evaluated pay applications, projected schedules, and cost proposals and created short-form agreements and opinions of probable cost. Lastly, she has maintained professional client relations based on integrity and hard work to earn repeat business for McMahon Associates, Inc.

PROJECTS

Elizabethtown, KY – New Fire Station (9,800 SF)

Murray, KY – New Fire Station (12,700 SF)

Owensboro Fire Station #2, Owensboro, KY – Addition

Cedars Historic Overlook Building, Kimberly, WI – Renovation

Faith Technologies Excellerate, Appleton, WI – New Facility

Focus Properties, Multiple WI Locations – Residential Renovations

Softec Technologies, Siren, WI – Feasibility Study & Addition

Tyson, Bowling Green, KY – New Facility

Caldwell County Regional Career Center, Princeton, KY –

Addition/Renovation

George Coon Public Library, Princeton, KY – Renovation

McLean County Historical Building, Calhoun, KY – Infill

Southern Star, Owensboro, KY – Office Expansion

Menominee Indian Tribe of Wisconsin, Legend Lake, WI – New Storm Shelter



cmollett@mcmgrp.com

920.751.4200 ext. 339

ACADEMIC BACKGROUND

B.A. Architecture & B.A. English, University of Kentucky, Lexington - 2015

SPECIALIZED COMPETENCE

Revit

Lumion

AutoCad

Rhino

ProCore

V-ray

Adobe Suite Specializing in Illustrator and

Photoshop

Excel

MS Office

PowerPoint

Google Docs

Zoom

WebEx

Comcheck

SAM J. POCIASK

ASSOCIATE / SENIOR GIS ANALYST

PROJECTS

GIS IMPLEMENTATION MANAGEMENT

Built relationships with state, county, local governments and regional planning commissions, and promoted data exchange opportunities where available.

Created detailed work programs, monthly reports and year-end program assessment for Green Lake County.

Managed the integration of GPS field collected data into ATC system and library layers.

Worked with Oneida Nation GIS Staff to Implement Geodatabase Model for all GIS Data Utilized within the Tribe.

Coordinated GIS Application Development for Town of Lawrence, Village of Allouez, City of Brillion, Village of Belgium, City of Marion, Village of Kimberly, Town of Neenah, Village of Combined Locks, City of New London, Town of Hebron, City of Earlville, Town of Black Creek, Town of Grand Chute and Village of Fox Crossing. Integrated sanitary manhole field inspections with existing GIS system for the City of Oshkosh.

GIS PROJECT MANAGEMENT

Belgium, WI

Coordinated Conversion of Existing AutoCAD Utility Maps to GIS Database Format

Developed Web-Based GIS System for Use by All Utility and Administrative Staff

Incorporated Record Drawing Information into GIS Allowing Easy User Access

Chilton, WI

Coordinated / Trained City Staff on GPS Field Data Collection Techniques

Generated GIS System Maps Based on Field Locates and Existing CAD Maps

Provided Easy to Use Mapping Application for Staff to Access

GIS Information Including Maintenance Records, Asset Photos and Aerial Photos

Created GIS Application for Managing Cemetery Burial Plots

Fox Crossing, WI

Coordinated Field GPS Collection of All Utility Assets by Fox Crossing

Utility Staff Members

Compiled Field GPS Data and Create Utility System GIS for Water, Stormwater

and Sanitary Sewer Systems

Provided Utility Staff Easy to Use Application and Advance Utility Maps for System Management



spociask@mcmgrp.com

920.751.4200 ext. 208

C: 920.540.5475

SPECIALIZED COMPETENCE

GIS Implementation Management

GIS Project Management

Web-GIS Applications

Training

ACADEMIC BACKGROUND

B.A., Environmental Biology / Minor - Chemistry -

St. Mary's University, Winona, MN

M.S., Resource Analysis / Emphasis G.I.S. - St.

Mary's University, Winona, MN

TECHNOLOGY / SOFTWARE

GIS - ArcGIS Desktop 10.x (ArcInfo, ArcEditor, ArcView), ArcCatalog, ArcToolbox, ArcExplorer, ArcServer ArcPad, ArcReader, ArcGIS On-Line Extensions - Spatial Analyst, 3-D Analyst

Programming - Avenue, Visual Basic, SQL, HTML, Java

Other - Microsoft Office Suite, SPSS, Pathfinder,

TerraSync

MICHAEL A. MARTIN, AIA

ASSOCIATE / SENIOR ARCHITECT

Mike is a licensed Architect with over 25 years of experience in his field. He has been involved in every aspect of programming, design, construction documents, and construction administration for large and small projects throughout his long career. Mike is very skilled at coordinating diverse issues and developing unique solutions to potential project barriers. He will be actively involved and engaged throughout the life of the project and will work closely with the Client.

PROJECTS

EXPERIENCE

Agropur, Little Chute, WI – New Wastewater Pretreatment Facility
AirGas Inc., Elk Grove Village, IL – New Office & Manufacturing Facility
AirGas Inc., Hammond, IN – Office Remodel & Manufacturing Facility
AirGas Inc., Roseville, MN – New Office & Manufacturing Facility
Baker Cheese, St. Cloud, WI – Building Addition & Façade Renovation
Bay Area Granite & Marble, Appleton, WI – New Facility
Clayton, Town of, Clayton, WI – New Water Distribution Booster Pump Facility
Curwood Inc., Appleton, WI – Manufacturing Addition
DEF LLC, Joplin, MO – New Food Processing Plant
Gusmer Enterprises, Waupaca, WI – Facility Addition
Holland, Town of, Holland, WI – Wastewater Treatment Facility Expansion
Kettle Foods, Beloit, WI – New Warehouse
Lactalis USA, Belmont, WI – New Wastewater Treatment Facility
Land O' Lakes, Employee Wellness Center, Union Center, WI – Renovation
Milprint Inc., Lebanon, PA – Manufacturing Addition
Plach Automotive, New London, WI – Facility Upgrade
Pollock Aquatic Center, Oshkosh, WI – New Recreation Center
Sierra Pacific Windows, Medford, WI – Facility Addition
St. Croix Tribe of Chippewa Indians, Hertel, WI
New Casino
New Amphitheater
Renovation of Existing RV Building

VALUE ADDED PERFORMANCE

25 Years of Design-Build and Design-Bid-Build Project Delivery Experience
Existing Facility Analysis
Space Programming
Conceptual Design
Construction Document Administration
Design Coordination
Construction Document Production
Design Research & Analysis



mmartin@mcmgrp.com
920.751.4200 ext. 327
C: 920.229.9710

ACADEMIC BACKGROUND

B.S. Communication with Minor in Architectural Studies, University of Wisconsin-Fox Valley & University of Wisconsin-Milwaukee – 2021

Building Information Modeling Education Program, Associated General Contractors of America – 2012

Associates Degree in Civil Engineering-Structural, Moraine Park Technical College – 2000

Graduate, United States Naval Construction Training Center, Gulfport, MS – 1996

PROFESSIONAL AFFILIATIONS

American Institute of Architects (AIA)
Licensed Architect – State of Wisconsin

SCOTT A. MANTEUFFEL

CONSTRUCTION SERVICES PROJECT MANAGER

Scott is a Construction Project Manager with 30 years of construction experience and is the Construction Services Group Manager. He works closely with Design Team members to develop constructability solutions suited to each project's need. He has Construction Management experience in the commercial, industrial, water/wastewater treatment, and agricultural facilities. He has a degree in Construction Management and vast experience working with other firms on many successful projects.

PROJECTS

CONSTRUCTION & PROJECT MANAGEMENT

Appleton Family Ice Center, Appleton, WI – Locker Rooms and Conference Room

- Project Management
- Construction Oversight

Big Ox, Nebraska – Renewable Energy Plant/Digester

- Project Management
- Construction Oversight

Brillion City Center, Brillion, WI – New City Hall

- Project Management
- Construction Oversight

Cedar Grove Sports Complex, Cedar Grove, WI – Pavilion and Baseball & Soccer Fields

- Construction Oversight

Heartland Properties, Madison, WI – Remodels

- Project Management
- Construction Oversight

Heartland Technology, Little Chute – Warehouse & Office Expansion

- Probable Cost Estimating
- Project Management
- Construction Oversight

Land O' Lakes, Inc., Hillsboro, WI – Cooler & Office Expansion

- Project Management

Land O' Lakes, Inc., Kiel, WI – Phase III Modernization

- Cost Estimating

Land O' Lakes, Inc., Kiel, WI – Phase III Expansion

- Project Management
- Construction Oversight

Land O' Lakes, Inc., Kiel, WI – Employee Welfare Remodel Cheese Plant

- Project Management
- Construction Oversight

Land O' Lakes, Inc., Kiel, WI – Phase IV

- Project Management
- Construction Oversight

Land O' Lakes, Melrose, WI – Cooler #5 Re-Roof

- Inspect Project Quality
- Construction Oversight



smanteuffel@mcmgrp.com
920.751.4200 ext. 285
C: 920.850.3351

SPECIALIZED COMPETENCE

Construction / Project Management
Commercial
Industrial
Cost Estimating

ACADEMIC BACKGROUND

Associates Degree - ITT Technical College; 2007 – 2010

SCOTT A. MANTEUFFEL

CONSTRUCTION & PROJECT MANAGEMENT

Land O' Lakes, Pine Island, MN – Boiler Addition

Project Management

Construction Oversight

McMahon Associates, Inc., Neenah, WI – Office Remodel & Expansion

Project Management

Construction Oversight

EDWARD C. ERICKSON, PSD

PLUMBING DESIGN ENGINEER

Edward Erickson is a licensed plumbing systems designer with over 30 years of experience in the design of plumbing building systems for commercial, educational, industrial and municipal facilities. Prior to accepting a position with McMahon Associates, Inc. Ed was designing, estimating and project managing at Bassett Mechanical in Kaukauna, WI. Ed has experience with sanitary drain, waste and vent, fire protection, storm drain and vent, acid resistant drain, waste and vent, domestic cold water, domestic hot water, domestic hot water recirculation, non-potable water, protected water, soft water, deionized water, reverse osmosis water, filtered water, steam and condensate, compressed air, natural gas, fuel oil, acids, medical gasses, vacuum and many other mediums for various types of building projects, including healthcare, educational, governmental, industrial wastewater and water treatment, maintenance garages, funeral homes, restaurants, bars, police departments, jails, utility companies, and much more. Ed has experience designing buildings to LEED levels as defined by customer.

PROJECTS

COMMERCIAL / PRIVATE SECTOR - PLUMBING DESIGN

Allouez Mall, Green Bay, WI – Plumbing and Fire Protection
Avenue Mall, Appleton, WI – Plumbing and Fire Protection with Decorative Water Fall Between Escalators
East Towne Mall, Green Bay, WI
Embassy Suites, Green Bay, WI – 8 Story Hotel
Embassy Suites, Bloomington, MN – 10 Story Hotel
Howard Mall, Howard, WI – Plumbing and Fire Protection
Laminations, Appleton, WI – Plumbing, Fire Protection and Process
Play More Bar & Grille, Ashwaubenon, WI – Plumbing
Port Plaza Mall, Green Bay, WI – Buildouts Plumbing and Fire Protection
Replay Bar & Grille, Green Bay, WI – Plumbing
Schneider National Headquarters, Ashwaubenon, WI – Plumbing, Fire Protection and Mechanical Coordination
Wildlife Sanctuary Nature Center, Green Bay, WI – Plumbing

INDUSTRIAL / MANUFACTURING / FOOD PROCESSING FACILITIES

Bellantoni Foods, Kaukauna, WI – Addition / Plumbing
Moore's Foods, Fort Atkinson, WI – Addition / Plumbing, Utility & Vegetable Oil System
Nestle Foods, USA, Jefferson, WI – Friskes® Pet Care Addition / Plumbing, Utility & Process Piping



erickson@mcmgrp.com
920.751.4200 ext. 326

ACADEMIC BACKGROUND

Associates Degree in Architectural Design – Ferris State College

SPECIALIZED COMPETENCE

Design / Estimating Plumbing & Piping Systems
Facility Audits
Plumbing Design
HVAC Design
Compressed Air Design
Medical Gasses Design

PROFESSIONAL REGISTRATION

Plumbing Design Engineer – State of Wisconsin

EDWARD C. ERICKSON, PSD

MUNICIPAL / GOVERNMENTAL / INSTITUTIONAL FACILITIES

Allouez YMCA, Allouez, WI – Renovation
Army Barracks, Sparta, WI – Plumbing Renovation
Austin Straubel International Airport, Green Bay, WI – Ticketing & Terminal Renovation / Plumbing, HVAC, Fire Protection
Bellevue YMCA, Green Bay, WI – New Building/Pool
Downtown YMCA, Green Bay, WI – Renovation
Four Seasons Tennis Club, Green Bay, WI – Bar Renovation
Fox Cities Tennis Club, Appleton, WI
Mitchell International Airport, Milwaukee, WI – Hangar Plumbing
Nuclear Power Plant, Kewaunee, WI – Office Building / Lab Recreational Plumbing
Racine, WI - Wastewater Treatment Facility Renovation / Plumbing
Southwest High School, Green Bay, WI – Pool Renovation
UW Camp Randall, Madison, WI – Sky Boxes, South End Zone, Locker Rooms and Plumbing Replacement
UWGB, Green Bay, WI – Pool UV Disinfection
VA Hospital, Iron Mountain, MI – Renovation
Veterans Home, King, WI – Four-Story Plumbing Renovation/Replacement
WE Energies, Milwaukee, WI – Photo Lab Plumbing

EDUCATIONAL / HIGHER LEARNING FACILITIES

Brillion School District, WI – High School / Mechanical Coordination
Green Bay Public School District, Green Bay, WI
 East High School Renovations
 Franklin Middle School Renovations
 King Elementary School
 Webster Elementary School Addition / Renovation
 West High School Renovations
Kaukauna Area School District, WI – High School & Middle School / Plumbing Design
School District of Waupaca, Waupaca, WI – Waupaca High School

MEDICAL / HEALTHCARE FACILITIES

AMC Hospital, Appleton, WI
 9 Story Bed Tower
 Surgery Renovation Plumbing and Medical Gases
Bellin Hospital, Green Bay, WI
 Hospital Renovation
 Psychiatric Clinic
Calumet Hospital, Chilton, WI – Addition and Renovation Plumbing and Medical Gases
Encircle Health Cancer Center, Appleton, WI – Addition Plumbing and Medical Gases
ThedaCare - Appleton Center, Appleton, WI
 9-Story Bed Tower / Plumbing & Medical Gases
 Cancer Center / Plumbing & Medical Gases
St. Elizabeth Hospital, Appleton, WI - Four-Story Bed Tower / Plumbing & Medical Gases
St. Mary's Hospital, Green Bay, WI – Renovation

JILL A. FITZSIMONS, PE

SENIOR ELECTRICAL ENGINEER

Jill is a licensed Electrical Engineer with over 20-years of experience in the design of electrical building systems for commercial and municipal facilities. Prior to accepting a position with McMahon Associates, Inc., Jill was an Associate Principal at Berg Engineering Consultants in Schaumburg, Illinois. Jill has experience with power, lighting and low voltage systems designs for various types of building projects, including Educational, Healthcare, Park/Recreational, Police Department, Auditoriums, Office, Maintenance Garages, and Senior Living Facilities. Jill has extensive experience with lighting replacement projects that update lighting to IES recommended levels, lighting power density, and controls meeting required Energy Codes.

PROJECTS

COMMERCIAL / PRIVATE SECTOR

Boys & Girls Club, Menasha, WI - Building Addition
Masters Gallery, Plymouth, WI - Building Addition & Remodel
Evergreen Heights, Appleton, WI - Multi-Tenant Building with Restaurant & Retail

MUNICIPAL / GOVERNMENTAL

Police Department, Bartlett, IL - Remodel
Public Works, Machesney Park, IL - New Building
Yellow and Green Parking Ramps, Appleton, WI - Re-lighting
Town Hall, Grand Chute, WI - Parking Lot
Fire Department, City of Chilton, WI – New Building
City Hall and Police Department, City of Chilton, WI – Remodel
City Hall and Police Department, Machesney Park, IL – Remodel and Addition

RECREATIONAL

Camp Edwards YMCA, East Troy, WI - Recreation & Administration Building
Treaty Park, Kimberly, WI - Park Lighting & Power
Lombard Park District, Lombard, IL - Madison Meadow Athletic Center
Cantigny Park, Wheaton, IL - Entrance

EDUCATIONAL / HIGHER LEARNING FACILITIES

Homewood Flossmoor High School, Flossmoor, IL - Addition & Remodel
Hononegah High School, Rockton, IL - Fieldhouse Addition
West Chicago High School, West Chicago, IL - Addition & Remodel
YMCA Fox West, Greenville, WI – Addition
Appleton Area School District, Multiple buildings, Appleton, WI – Additions and Remodel
Hilbert School District, Hilbert, WI – Addition and Remodel



jfitzsimons@mcmgrp.com
920.751.4200 ext. 256
C: 847.346.6074

SPECIALIZED COMPETENCE

Lighting / Lighting Controls
Power Distribution Design
Fire Alarm Systems; Including Voice Evac
Generators
Intercom Systems
Door Intercom Entry Systems/ Nurse Call Systems
Intrusion Detection Systems
Master Clock Systems
Security Systems
Voice Data Systems

SOFTWARE APPLICATIONS

Revit
Visual 2017 & Visual Professional
AutoCAD
Design Master
EVAC-Ease
Microsoft Word / Excel

ACADEMIC BACKGROUND

B.S., Architectural Engineering / Specialized in Building Electrical Systems - Milwaukee School of Engineering – 2004

PROFESSIONAL AFFILIATIONS

Illuminating Engineering Society (IES) - Member - Member
National Society of Professional Engineers (NSPE) Member

PROFESSIONAL REGISTRATIONS

State of Illinois
State of Wisconsin
State of Texas
State of Montana

JILL A. FITZSIMONS, PE

MEDICAL / HEALTHCARE FACILITIES

Hinsdale Surgical Center, Hinsdale, IL - Ambulatory Care Center
MacNeal Hospital, Berwyn, IL - Acute Care Rehab Remodel
Rush University Medical Center, Rush South Loop, Chicago, IL - Medical Office
ThedaCare Hospitals, New London, Berlin, Waupaca, WI - Pharmacies
OrthoIllinois, Rockford, IL & McHenry, IL - Medical Offices
ThedaCare Hospitals, Behavioral Health, Waupaca, WI – Remodel
Baycare, Green Bay, WI – Multi-tenant multi-occupancy including MOB, hospital, and assembly.

ASSISTED LIVING FACILITIES

Town Center Living Center, Machesney Park, IL - New Building
Victory Centre of Bartlett, Bartlett, IL - New Buildings

RESIDENTIAL

Wellington Residence, Chicago, IL - Penthouse Residence
Lakeland University, Plymouth, WI – Residence Halls

JEFFREY R. ROEMER

PUBLIC SAFETY MANAGER

Jeff has over 35 years of experience in public safety and is currently Public Safety Manager of the Public Safety & Municipal Management Group for McMAHON. He is a certified Public Manager and has been providing full time Public Safety Management consulting for the last 24 years. He worked as a Fire Chief, Police Chief, EMS Director, and Emergency Management Director before moving into Public Management Consulting. He has worked with over 300 public safety clients nationwide and internationally.

PROJECTS

FIRE SERVICE

City of Green Bay – Fire Chief
City of De Pere – Fire Chief
Village of Bellevue – Fire Chief
Village of Suamico – Fire Chief
Village of Johnson Creek – Fire Chief
Lake County, Indiana – Regional Fire Study

EMS SERVICE

Door County – EMS Director
City of Baraboo – EMS Study
Wheaton Franciscan Hospitals – Waterloo, IA – EMS Director
Clarinda Regional Health Center – Iowa

POLICE SERVICE

Village of Palmyra – Public Safety Director
Village of Allouez – Public Safety Director
Milwaukee Regional Medical Center – Public Safety Consultant
Police Executive Research Forum – D.C. – Consulting

EMERGENCY MANAGEMENT

State of Wisconsin – All Hazard Incident Management Team
City of Green Bay – Emergency Management Director
City of De Pere – Emergency Management Director
Brown County, WI – Regional Incident Management Team
Menominee Indian Tribe of Wisconsin – Consulting
Bad River Tribe of Wisconsin – Consulting, exercises
City of Chicago – Emergency Response Planning

PUBLIC ADMINISTRATION

City of Janesville – Consulting
Village of Mukwonago – Consulting
Certified Public Manager Program – Training
City of Superior, WI – Consulting

SECURITY MANAGEMENT

Cross Point Community Church – Oconomowoc, WI – Safety Team Management
Milwaukee Regional Medical Center – Security Team Coordination
USO – Mitchell Field Airport – Consulting
Qassim University, Buraydah, Saudi Arabia – Security Consulting
McMahon Associates, Inc. – Security Analysis, Safety Team



jroemer@mcmgrp.com
920-751-4200 EXT. 401

SPECIALIZED COMPETENCE

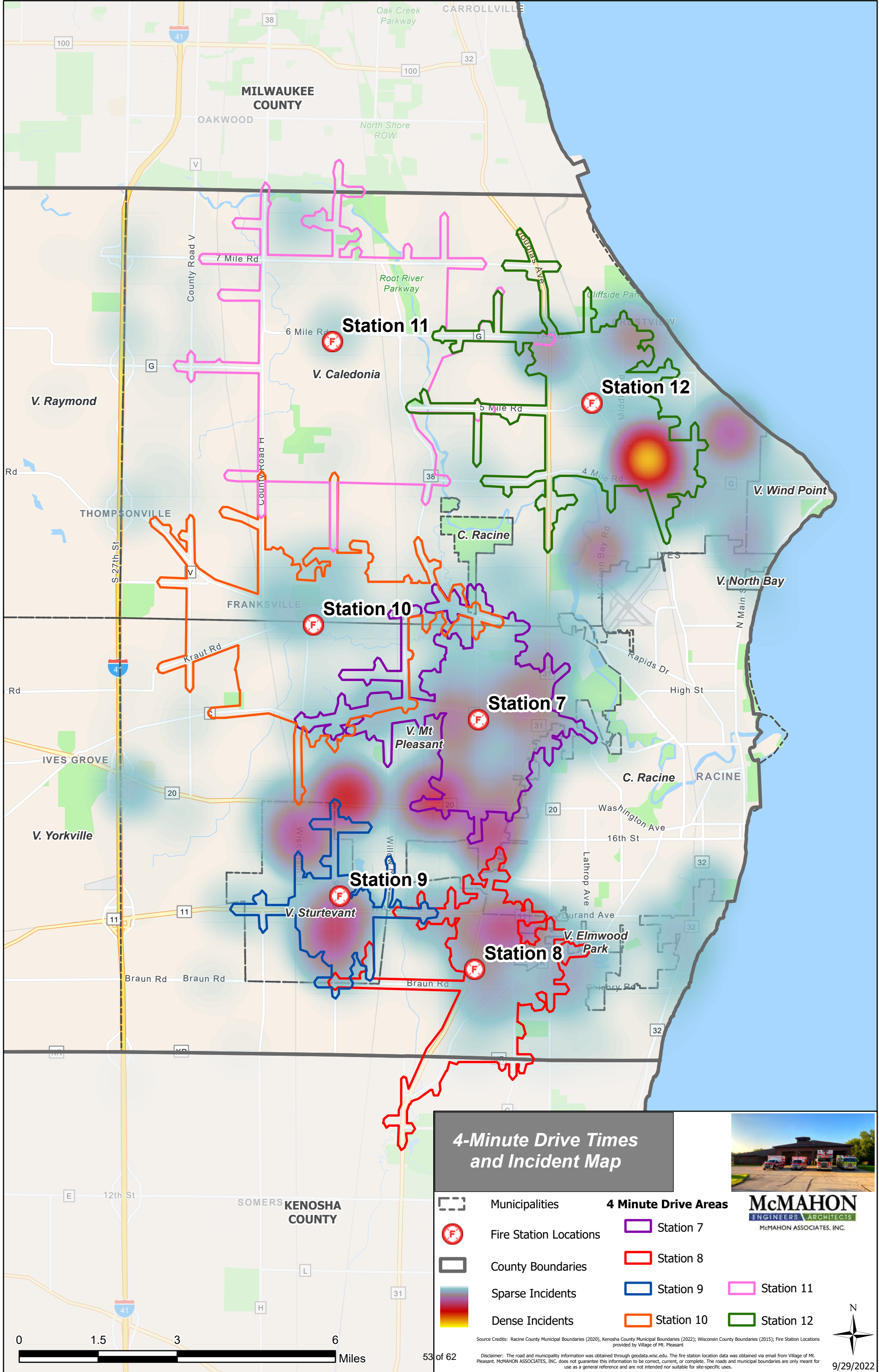
Fire Administration
Police Administration
EMS Administration
Emergency Management
Incident Management Team Specialist
Project Management
Vulnerability and Security Assessments
Public Management
Security – Safety Team Management

ACADEMIC BACKGROUND

Associate Degree-Political Science – Northeast WI Technical College
Executive Fire Officer Graduate – National Fire Academy
Certified Public Manager – University of Wisconsin
School of Police & Command Graduate – Northwestern University

PROFESSIONAL AFFILIATIONS

Wisconsin Certified Public Managers Association
International Association of Fire Chief
Wisconsin City County Managers Association
National Fire Protection Association
Wisconsin State Fire Chiefs Association
Western Lakes Fire Board



4-Minute Drive Times and Incident Map

- | | | | |
|--|------------------------|--|------------|
| | Municipalities | | Station 7 |
| | Fire Station Locations | | Station 8 |
| | County Boundaries | | Station 9 |
| | Sparse Incidents | | Station 10 |
| | Dense Incidents | | Station 12 |
| | | | Station 11 |

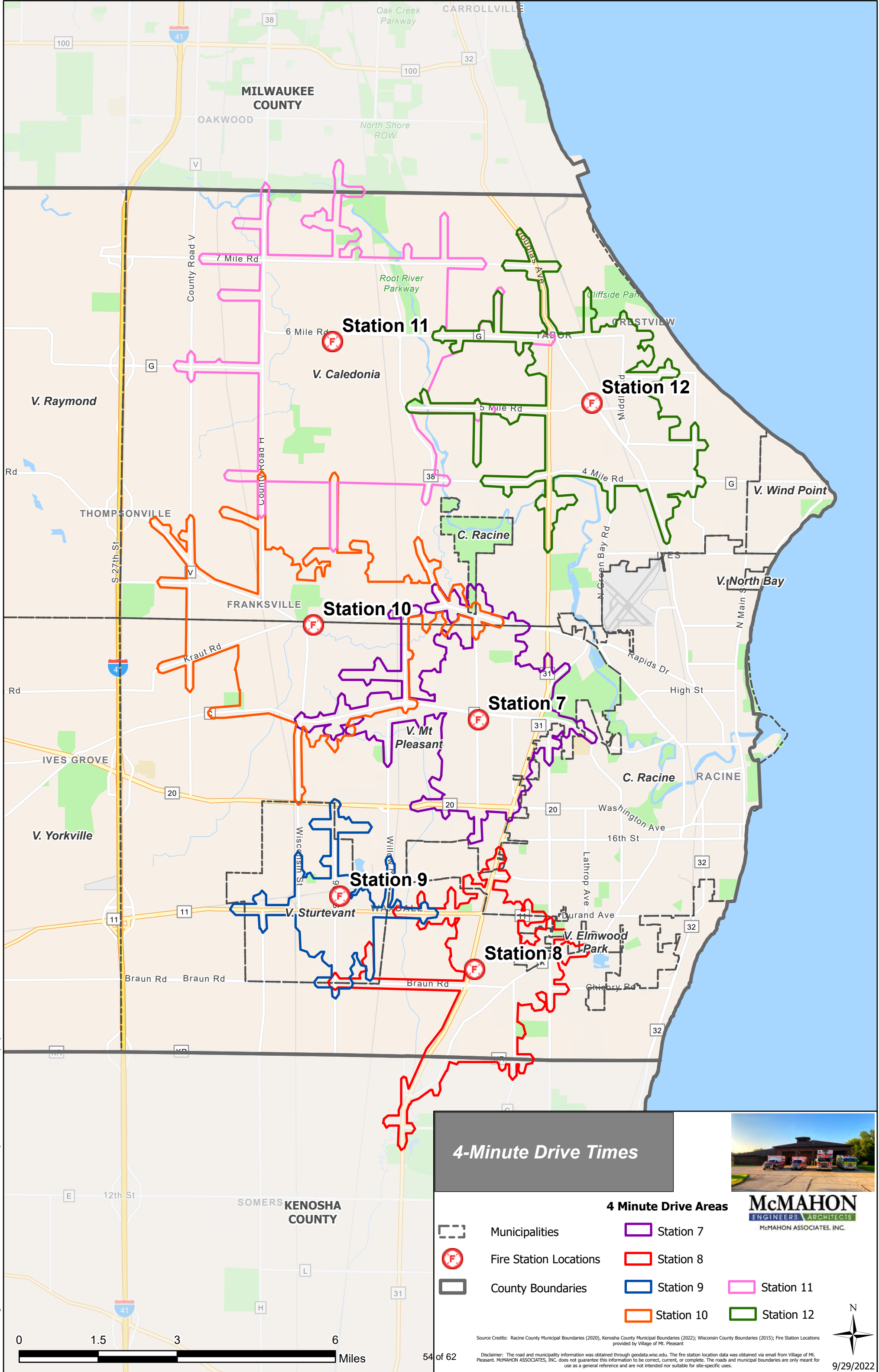


McMAHON
ENGINEERS ARCHITECTS
McMAHON ASSOCIATES, INC.

0 1.5 3 6 Miles

Source Credits: Racine County Municipal Boundaries (2020), Kenosha County Municipal Boundaries (2022); Wisconsin County Boundaries (2015); Fire Station Locations provided by Village of Mt. Pleasant.
Disclaimer: The road and municipality information was obtained through geodata.wisc.edu. The fire station location data was obtained via email from Village of Mt. Pleasant. McMAHON ASSOCIATES, INC. does not guarantee this information to be correct, current, or complete. The roads and municipal boundaries are only meant for use as a general reference and are not intended nor suitable for site-specific uses.





4-Minute Drive Times

- | | | | |
|--|------------------------|--|------------|
| | Municipalities | | Station 7 |
| | Fire Station Locations | | Station 8 |
| | County Boundaries | | Station 9 |
| | | | Station 10 |
| | | | Station 11 |
| | | | Station 12 |

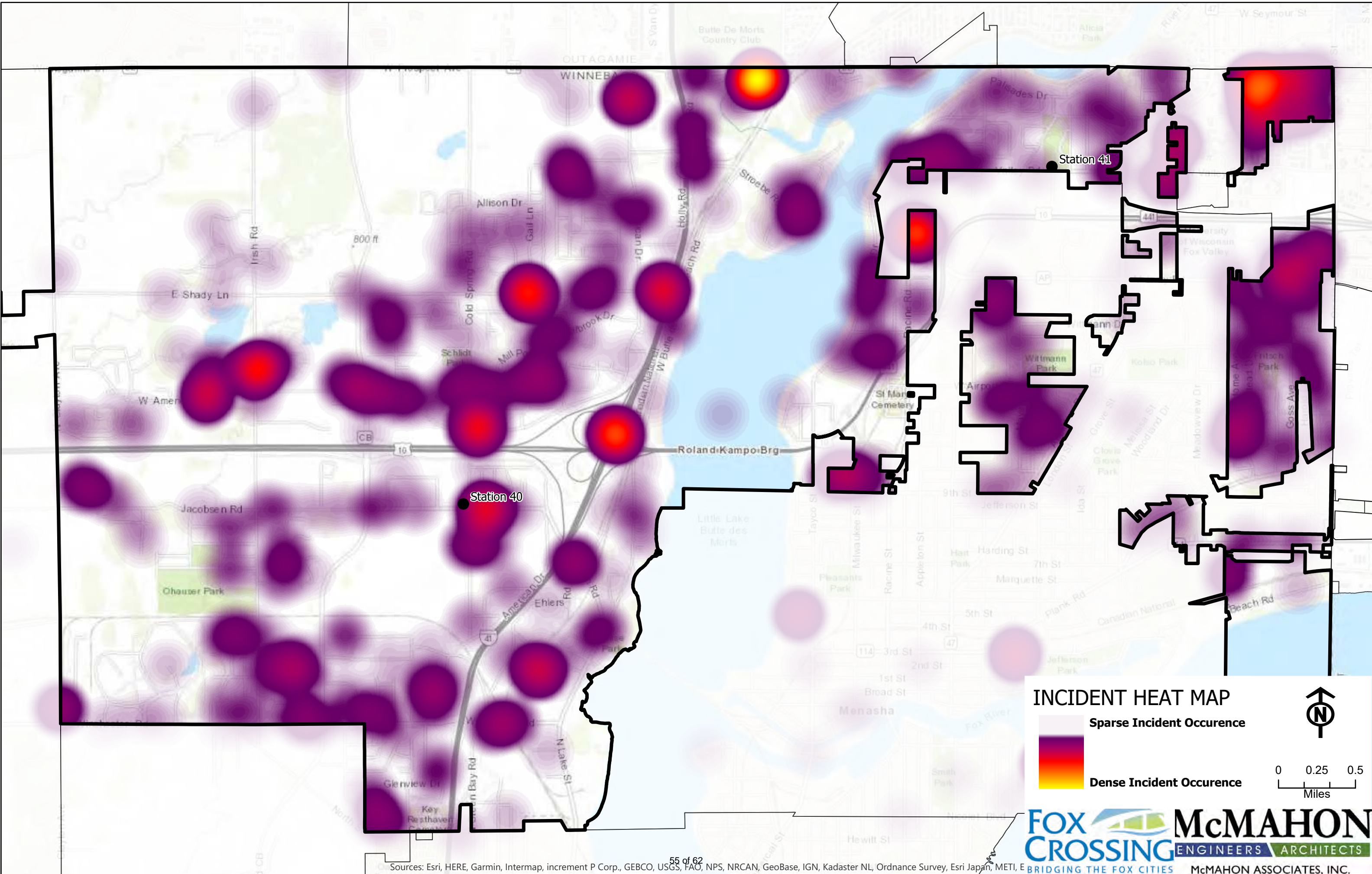


McMAHON
ENGINEERS ARCHITECTS
McMAHON ASSOCIATES, INC.

0 1.5 3 6 Miles

Source Credits: Racine County Municipal Boundaries (2020); Kenosha County Municipal Boundaries (2022); Wisconsin County Boundaries (2015); Fire Station Locations provided by Village of Mt. Pleasant
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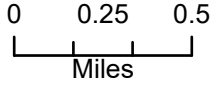




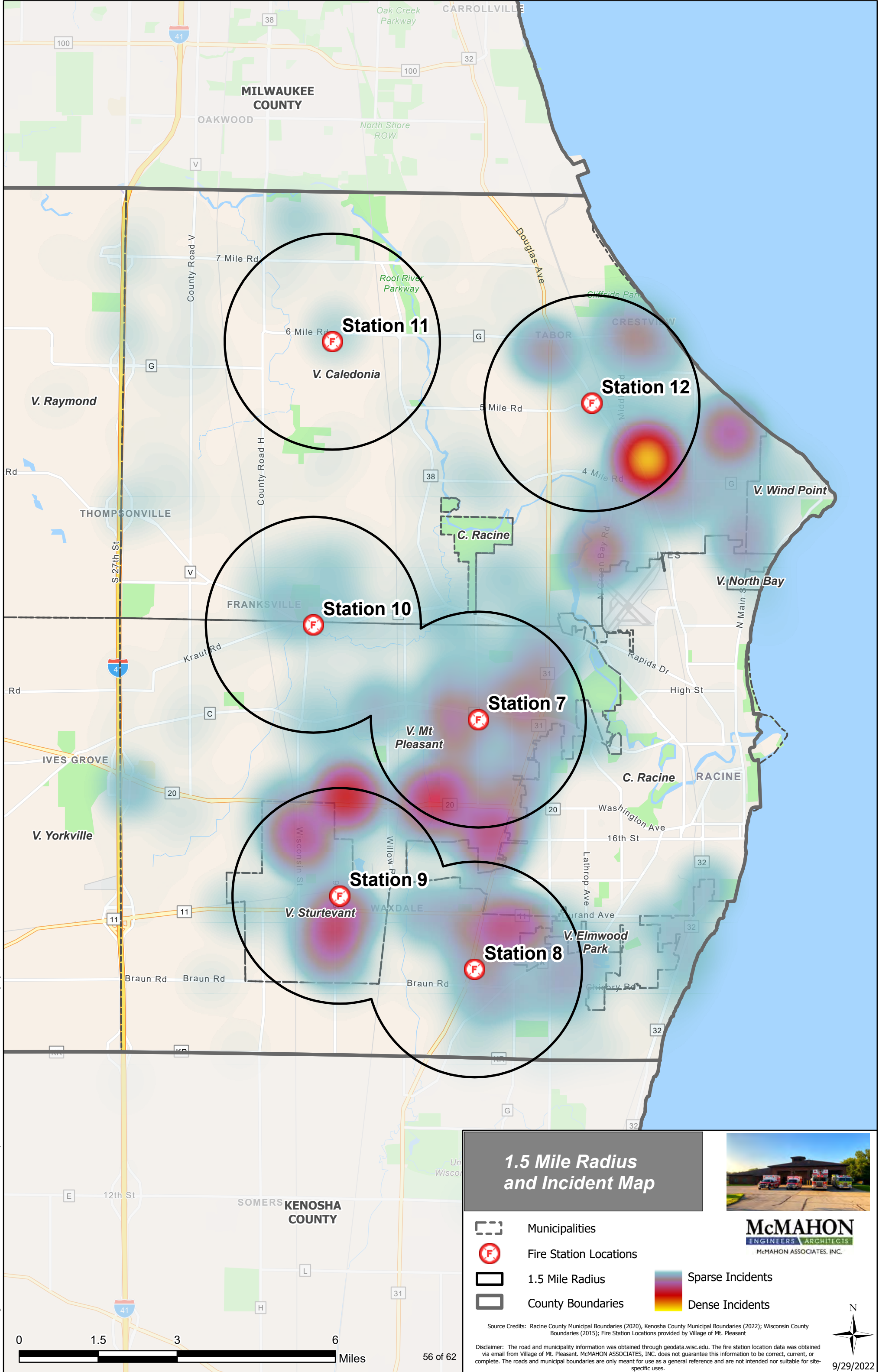
INCIDENT HEAT MAP

Sparse Incident Occurrence
 Dense Incident Occurrence

0 0.25 0.5
Miles










FOX CROSSING **McMAHON**
 ENGINEERS ARCHITECTS
 BRIDGING THE FOX CITIES **McMAHON ASSOCIATES, INC.**



1.5 Mile Radius and Incident Map

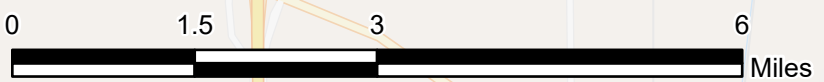


-  Municipalities
-  Fire Station Locations
-  1.5 Mile Radius
-  County Boundaries
-  Sparse Incidents
-  Dense Incidents

McMAHON
ENGINEERS ARCHITECTS
McMAHON ASSOCIATES, INC.

Source Credits: Racine County Municipal Boundaries (2020), Kenosha County Municipal Boundaries (2022); Wisconsin County Boundaries (2015); Fire Station Locations provided by Village of Mt. Pleasant

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2019 Incidents - Station 40 Responses

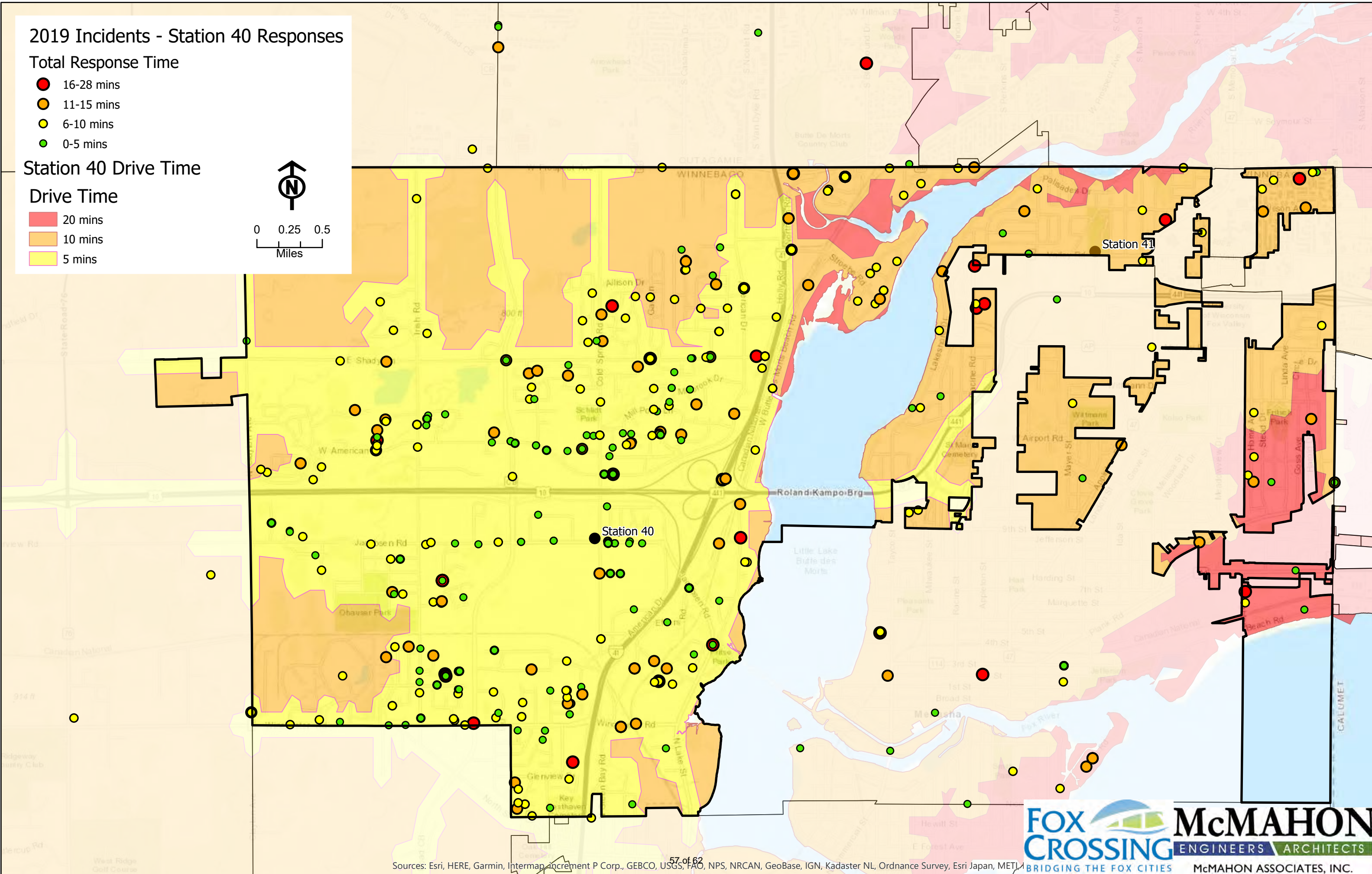
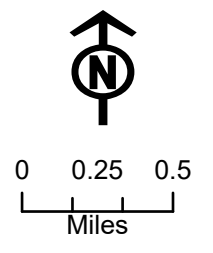
Total Response Time

- 16-28 mins
- 11-15 mins
- 6-10 mins
- 0-5 mins

Station 40 Drive Time

Drive Time

- 20 mins
- 10 mins
- 5 mins



Project Fee

McMahon Associates, Inc. proposes to provide the Scope of Services described in this Proposal for the Fire Department Needs Assessment as follows:

*Time & Expense estimated at: Options A & B: \$70,300.00**
Option C: \$12,800

**Assumes the City/Town has existing building plans of both locations to be used in reproducing building backgrounds for planning purposes. If the City/Town does not have existing building backgrounds or plans additional fees will be required.*

Upon acceptance of this Proposal, McMahon will prepare an Agreement incorporating the Scope of Services and terms outlined here. All services will be provided in accordance with our General Terms & Conditions, dated October 25, 2023, which will be incorporated into the Agreement for reference.

Invoices will be sent every month based on the previous months' time and expenses.



**VILLAGE OF SOMERS
VILLAGE BOARD
WORK SESSION ITEM MEMORANDUM**

WORK SESSION: May 7th, 2024

TO: Village President Stoner and Board of Trustees

PREPARED BY: Kevin Poirier, Assistant to the Administrator

REVIEWED BY: Jason J. Peters, Administrator

AGENDA ITEM: #7 Discuss possible Lobbying trip to Washington D.C. to support H.R. 860, a bill to help Somers get its own ZIP Code.

BACKGROUND:

Addressing Somers' ZIP Code issues was a 2022 Goal for the Village. As you are aware, Somers residents have 13 different Zip Codes from seven different municipalities.

On Oct. 25, 2022, the Village adopted resolution 2022-017 requesting a ZIP Code Boundary Review, which was submitted to the US Postal Service that fall. Concurrently, Administration reached out to Senator Ron Johnson, Senator Tammy Baldwin and Congressman Bryan Steil for support and to introduce legislation to address the issue. The Village is on House Bill H.R. 860.

During our March 19th Work Session, the Board agreed to hire a Lobbyist to help get Bill H.R. 860 out of the Oversight Committee onto the House floor.

UPDATE:

On April 29, Administration met with the Smith Free Lobbyist Jon Deuser and representatives from other municipalities sharing in the effort: Eastvale, Castle Pines and Mount Pleasant. Jon Deuser was able to meet with House Oversight Committee Chairman James Comer's staff and is able to get a meeting in person with Congressman Comer. He suggested that we have as many representatives from our group attend that meeting in Washington D.C.

Lobbyist Deuser proposed the following dates as possibilities: May 22, June 5, June 6, June 12, June 13, June 26 and June 27. We are coordinating with other municipalities to find a common date, it looks like May 22 is the most likely one.

COMMENTS:

Administration is looking for direction from the Board as to their interest in traveling to Washington D.C. to meet with Chairman Comer.

A quick search on the internet shows round-trip basic economy flight from Chicago to Washington D.C. in June to be about \$275 per traveler, hotels nights are about \$200.

Depending on interest, final cost and how the board feels about it, we could send one to three people on the trip.

ATTACHMENTS:

None



**VILLAGE OF SOMERS
VILLAGE BOARD
WORK SESSION ITEM MEMORANDUM**

WORK SESSION: May 7th, 2024

TO: Village President Stoner and Village Trustees

PREPARED BY: Kevin Poirier, Assistant to the Administrator

AGENDA ITEM: #8 Discuss Operator's Licenses for Angela Quillen, Amanda Rossell, Diane Hoff, Emma Faulkner, Jodi Peterson, Grace Kozel, Lucie Johnson, Zackery Meyer and Justin Santos.

BACKGROUND:

The Village Board directed Administration to present operators at a Work Session prior to approval

Amanda Rossell, Diane Hoff, Emma Faulkner, Jodi Peterson, Grace Kozel, Lucie Johnson and Justin Santos applied for an Operator's License, Angela Quillen applied for renewal. No discrepancy was found.

A copy of their records check will be provided to the Board members.

PRIOR ACTION TAKEN:

None

COMMENTS:

The operator's licenses will be put on the May 14th Village Board agenda for action.

ATTACHMENTS:

None

**Village of Somers
7511 12th Street
Somers, WI 53171**

**Village Board Meeting
Tentative Agenda
Tuesday, May 14th, 2024
5:30 p.m.**

Village Board Meeting:	
Item #	
1	Call to order
2	Pledge of Allegiance
3	Consent and Approval of Minutes of Regular meetings on April 23 rd , 2024, Vouchers dated April 25 th , 2024, May 2 nd , 2024, May 9 th , 2024 & ACH Payments for March 2024 and April 2024, March 2024 Building Report
4	Correspondence:
5	Citizens Comments
6	President and Trustee Comments
7	Action on Operator's Licenses: Angela Quillen, Amanda Rossell, Diane Hoff, Emma Faulkner, Jodi Peterson, Grace Kozel, Lucie Johnson, Zackery Meyer and Justin Santos.
8	Adjourn

I hereby certify that as the designee of the chief elected official of the Village of Somers, I posted this notice of the May 14th, 2024 Village Board Meeting & Tentative Agenda in 1 public place & on the Village website.

Dated this 3rd day of May, 2024

Wendy Burnette, Clerk-Treasurer

Requests from person with disabilities who need assistance to participate in this meeting should be made to the Clerk's Office at 262-859-2822 with as much notice as possible. **Notice is hereby given that members of the Village Board may participate telephonically. Notice is hereby given that members of the Town Board may be in attendance for the sole purpose of gathering information. A quorum may be present. However, no Board action will be taken.**