



Common Council Chambers
8040 S. 6TH Street
Oak Creek, WI 53154
(414) 766-7000

COMMON COUNCIL MEETING AGENDA

JUNE 21, 2022
7:00 P.M.

Daniel Bukiewicz - Mayor
Steven Kurkowski – 1st District
Greg Loreck – 2nd District
Richard Duchniak – 3rd District
Lisa Marshall – 4th District
Kenneth Gehl – 5th District
Chris Guzikowski – 6th District

The City's Vision

Oak Creek: A dynamic regional leader, connected to our community, driving the future of the south shore.

1. Call Meeting to Order / Roll Call
2. Pledge of Allegiance
3. Approval of Minutes: 6/7/2022

Recognition

4. **Resolution:** Consider Resolution No. 12336-062122, a Resolution of Commendation to Gary L. Hildebrandt, retiring Fire Fighter (by Committee of the Whole).
5. **Presentation:** Oak Creek High School Round Table Robotics Team.

New Business

6. **Ordinance:** Consider Ordinance No. 3046, fixing the Salary and Wage Ranges, Salaries, Wages, and Allowances of Certain Full-Time and Part-Time Labor Association of Wisconsin ("LAW") and Non-Represented Positions for the Year 2022 (by Committee of the Whole).
7. **Motion:** Consider a motion to concur with the Parks & Recreation Commission and select Edgewater Resources to create a study and plan of redevelopment of public recreational space for the City of Oak Creek North Bluff in an amount not to exceed \$85,000 (4th District).
8. **Motion:** Consider a motion to concur with the Mayor's reappointments as follows:

Library Board – 3 year term to expire 6/2025
Sharon Armstrong
Jill Meyer

TREASURER

9. **Resolution:** Consider Resolution No. 12337-062122, rescinding Resolution No. 11817-060617 and restating public depositories for the City of Oak Creek (by Committee of the Whole).

Visit our website at www.oakcreekwi.org for the agenda and accompanying common council reports.
This meeting will be live streamed on the City of Oak Creek YouTube page via <http://ocwi.org/livestream>.

LICENSE COMMITTEE

10. **Motion:** Consider a *motion* to approve the various license requests as listed on the 6/21/22 License Committee Report (by Committee of the Whole).

VENDOR SUMMARY

11. **Motion:** Consider a *motion* to approve the June 15, 2022 Vendor Summary Report in the amount of \$1,120,508.79 (by Committee of the Whole).
12. **Resolution:** Consider *Resolution* No. 12338-062122, authorizing payment of bills, debts and obligations (by Committee of the Whole).

MISCELLANEOUS

13. **Motion:** Consider a *motion* to convene into closed session pursuant to Wisconsin State Statutes Section 19.85, to discuss the following:
 - (a) Section 19.85(1)(g) to consider a proposed settlement of the City's claim filed against the Estate of Thomas W. Jungck (Waukesha County Case No. 2018PR457).
 - (b) Section 19.85(1)(g) to consider a proposed settlement in City of Oak Creek vs. Wilhelm Enterprises Corporation et al. (Milwaukee County Case No. 2020CV1730).
 - (c) Section 19.85(1)(e) to consider a proposed term sheet between Ryan Business Park, LLC and the City of Oak Creek for approximately 13.936 acres of property located at the corner of 13th Street and Ryan Road (PIN 9059013000).
14. **Motion:** Consider a *motion* to reconvene into open session.
15. **Motion:** Consider a *motion* to take action, if required.

Adjournment.

Public Notice

Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Oak Creek City Clerk at 766-7000, by fax at 766-7976, or by writing to the ADA Coordinator at the Oak Creek Health Department, 8040 S. 6th Street, Oak Creek, Wisconsin 53154.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

RESOLUTION 12336-062122

**RESOLUTION OF COMMENDATION
TO GARY L. HILDEBRANDT**

WHEREAS, Gary L. Hildebrandt was appointed a Fire Fighter on October 30, 2000 and;

WHEREAS, Gary L. Hildebrandt retired from his position as Fire Fighter effective May 31, 2022, after 21 years and 7 months of dedicated full-time service to the City of Oak Creek Fire Department; and

WHEREAS, during his years of service, Gary L. Hildebrandt has performed his duties admirably, looking out for the health, safety, and welfare of the citizens of Oak Creek; and

WHEREAS, Gary L. Hildebrandt responded to many major alarms utilizing his skills in firefighting and rescue with dedication and without hesitation; and

WHEREAS, Gary L. Hildebrandt has been an Emergency Medical Technician in the State of Wisconsin, and has cared for thousands of citizens who were sick or injured, always delivering caring and skilled emergency care to them; and

WHEREAS, Gary L. Hildebrandt conducted many tours and participated in fire prevention activities for the children of Oak Creek during his career; and

WHEREAS, Gary L. Hildebrandt was a member of the department's Fire Investigation Unit, responsible for investigating cause, origin and circumstances of fires within the community; and

NOW, THEREFORE, BE IT RESOLVED that the City's best wishes for good health and happiness be extended to Gary L. Hildebrandt and his family in his retirement years.

BE IT FURTHER RESOLVED that this resolution be spread upon the minutes of this meeting and that the City Clerk is hereby directed to transmit a suitable copy thereof to Gary L. Hildebrandt.

Passed and adopted this 21st day of June 2022.

President, Common Council

Mayor, City of Oak Creek

ATTEST:

City Clerk

Vote: Ayes _____ Noes _____

COMMON COUNCIL REPORT

- Item:** An Ordinance fixing the salary and wage ranges, salaries, wages, and allowances of certain full-time and part-time Labor Association of Wisconsin ("LAW") and non-represented positions for the year 2022.
- Recommendation:** The Personnel & Finance Committee recommends Common Council approval of Ordinance No. 3046 fixing the salary and wage ranges, salaries, wages, and allowances of certain full-time and part-time Labor Association of Wisconsin ("LAW") and non-represented positions for the year 2022.
- Fiscal Impact:** The fiscal impact of these mid-year salary and wage adjustments are estimated to be \$66,046 for 2022. Strategies to absorb these unbudgeted expenditures are included in the attached Personnel & Finance Committee staff report.
- The additional levy needed to fund these salary and wage adjustments in the 2023 Budget is estimated to be \$163,855.
- Critical Success Factor(s):**
- Vibrant and Diverse Cultural Opportunities
 - Thoughtful Development and Prosperous Economy
 - Safe, Welcoming, and Engaged Community
 - Inspired, Aligned, and Proactive City Leadership
 - Financial Stability
 - Quality Infrastructure, Amenities, and Services
 - Not Applicable

Background: Public sector work is the work of providing services, not widgets. This dynamic places a huge emphasis on the need for an engaged, fulfilled, and adequately compensated workforce to perform the public's services. Municipalities cannot automate public service; we need talented people.

Our human capital is and always will be our greatest asset, and as such, recruiting and retaining a talented workforce is our number one priority. The financial and global times we find ourselves in is not one where the public sector is immune. The stressors of inflation, and associated wage growth, erode a standing public sector philosophy that, "the compensation is not as competitive in the public sector in comparison to other sectors, but the fringe benefits far outweigh the compensation disparities".

Oak Creek needs to adapt its compensation and benefits packages to meet the needs of today's workforce to recruit and retain a talented workforce. It is true the City's health insurance plan is rich in benefits with low employee premiums, and the Wisconsin Retirement System (WRS) pension is a first-rate defined benefit plan. However, today's workforce views compensation and benefits packages differently. While traditional compensation (i.e. pay) remains a strong attractant, many individuals want to work for organizations that offer a sense of purpose, promote a healthy work-life balance (e.g. robust paid time off, work from home opportunities, flexible schedules, etc.), and support personal well-being, among others.

The public sector is in the midst of a "talent grab" and we seek to mitigate this through retention strategies that address, chiefly, pay structure, but also by examining other progressive workplace philosophies such as

those referenced above. Losing staff and being unable to fill positions with qualified individuals ultimately degrades the quality of the programs and services we provide, and the high-performing organization we strive to be. We will learn a lot about what our current workforce values upon reviewing the results of our pending Employee Sentiments Survey. These employee perspectives will inform our workplace policies and philosophies.

The City's adopted Strategic Action Plan (SAP), 2020-2022 contains the objective to "... Undertake a Total Compensation Analysis for Non-Represented Positions to Ensure Competitiveness in the Market". Over the past year, the Personnel & Finance Committee has grappled with how best to proceed with a classification and compensation analysis for non-represented positions. The Committee's direction to City Administration was to analyze and address individual non-represented positions, starting with Police and Fire Department command staff, rather than complete a comprehensive classification and compensation analysis of all non-represented positions.

Since then, City Administration has prioritized classification and compensation analyses for non-represented positions based on the following criteria:

- 1) Positions where vacancies and other workforce disruption would significantly impact City programs and public services; and
- 2) Positions experiencing, or with the potential to experience, the greatest negative impact due to inflation and market conditions. Put another way, positions where current pay falls significantly below market realities.

These analyses will be brought to the Committee at upcoming meetings for their consideration and recommendation to the Common Council. To be clear, though, ALL of the positions in our City organization are CRITICAL to performing the public's work. While we begin with certain employee groups where the City finds itself least competitive in the marketplace, City Administration stresses again that all of our positions need to be reviewed in the future. And again, pending discussions will not be constrained to just pay structure as staff will bring forward other policies, such as paid leave and flexibles schedules, in the immediate future.

The Personnel & Finance Committee reviewed the compensation analysis for Department of Public Works (DPW) positions at their June 15th meeting. That analysis is attached to this Common Council Report for your review. The Committee agreed with City Administration's recommendation on salary and wage range adjustments for DPW positions and are forwarding it to the Common Council for their review and approval. The salary and wage adjustments will be effective on the next full pay period following Common Council ratification, which is June 26, 2022.

Options/Alternatives: The Common Council could reject the Personnel and Finance Committee recommendation and discuss different salary and wage strategies for Custodian and Zoning Administrator / Planner positions.

Respectfully submitted:




Andrew J. Vickers, MPA
City Administrator

Prepared and Fiscal Review:



Maxwell Gagin, MPA
Assistant City Administrator / Comptroller

Reviewed:



Matthew J. Trebatoski
Interim Department of Public Works Director

Attachments:

- Ordinance No. 3046
- "Department of Public Works (DPW) - Compensation Analysis" staff report

ORDINANCE No. 3046

BY: _____

An Ordinance Fixing the Salary and Wage Ranges, Salaries, Wages, and Allowances of Certain Full-Time and Part-Time Labor Association of Wisconsin ("LAW") and Non-Represented Positions for the Year 2022

The Common Council of the City of Oak Creek do hereby ordain as follows:

Section 1: Full-Time Salary and Wages. An ordinance to make uniform the rates of pay for certain offices and positions under the control of the Common Council of the City of Oak Creek affecting full-time and part-time Labor Association of Wisconsin ("LAW") and non-represented employees for the year 2022. The proper City Officials are hereby authorized and directed to make the required payments to those affected employees of the City pursuant to this ordinance.

Section 2: The pay ranges and rates of pay for the affected Labor Association of Wisconsin ("LAW") employees are listed below:

LABOR ASSOCIATION OF WISCONSIN ("LAW") EMPLOYEES

Position Title	Minimum Salary	Minimum Hourly Rate	Maximum Salary	Maximum Hourly Rate
Chief Mechanic	\$51,738	\$24.874	\$73,424	\$35.300
Mechanic II	\$47,755	\$22.959	\$69,846	\$33.580
Account Clerk III	\$41,981	\$20.183	\$60,549	\$29.110
Public Works Specialist	\$63,586	\$30.570	\$65,998	\$31.730
Public Works Advanced Technician	\$52,603	\$25.290	\$61,131	\$29.390
Public Works Technician	\$44,970	\$21.620	\$50,586	\$24.320

Section 3: The pay ranges and rates of pay for the affected full-time and part-time non-represented employees are listed below and in Schedules A and B:

SCHEDULE A - FULL-TIME NON-REPRESENTED EMPLOYEES

Position Title	Department	Salary as of 1/1/2022	Minimum Salary	Midpoint	Maximum Salary
Assistant Director Public Works	Public Works	\$78,597	\$77,245	\$81,456	\$85,667
Street Light Maint Electrician	Public Works	\$72,194	\$69,524	\$74,558	\$79,591
Parks Maintenance Supervisor	Public Works	\$77,097	\$70,227	\$74,051	\$77,875
DPW Foreman - Streets/Forestry	Public Works	\$71,519	\$68,278	\$71,519	\$74,759

SCHEDULE B - PART-TIME NON-REPRESENTED EMPLOYEES

Position Title	Minimum Hourly Rate	Midpoint Hourly Rate	Maximum Hourly Rate
Mechanic II (part-time)	\$22.959	\$28.270	\$33.580
Recycling Attendant (part-time)	\$16.000	\$18.810	\$21.620
Regular Laborers (part-time)	\$16.000	\$18.810	\$21.620

Section 4: Validity. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portions thereof. The Common Council of the City of Oak Creek hereby declares that it would have passed this ordinance and each section, subsection, clause, phrase, or portion

thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions thereof, may be declared invalid or unconstitutional.

Section 5: All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

Section 6: This ordinance shall take effect and be in force upon its passage and publication and shall apply as of June 26, 2022, except where otherwise noted.

Passed and adopted this 21st day of June, 2022.

President, Common Council

Approved this 21st day of June, 2022.

Mayor

ATTEST:

City Clerk

VOTE: Ayes _____ Noes _____

PERSONNEL & FINANCE COMMITTEE

- Agenda Item:** Department of Public Works (DPW) - Compensation Analysis
- Presented By:** Andrew J. Vickers, City Administrator
Maxwell Gagin, Assistant City Administrator / Comptroller
Matthew Trebatoski, Interim Director of Public Works
- Suggested Motion:** I move to recommend the Common Council adjusts Department of Public Works positions' salary schedules per City Administration's recommendation.
-

Background

Public sector work is the work of providing services, not widgets. This dynamic places a huge emphasis on the need for an engaged, fulfilled, and adequately-compensated workforce to perform the public's services. Municipalities cannot automate public service; we need talented people.

Our human capital is and always will be our greatest asset, and as such, recruiting and retaining a talented workforce is our number one priority. The financial and global times we find ourselves in is not one where the public sector is immune. The stressors of inflation, and associated wage growth, erode a standing public sector philosophy that, "the compensation is not as competitive in the public sector in comparison to other sectors, but the fringe benefits far outweigh the compensation disparities".

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The public sector is in the midst of a "talent grab" and we seek to mitigate this through retention strategies that address, chiefly, pay structure, but also by examining other progressive workplace philosophies such as those referenced above. Losing staff and being unable to fill positions with qualified individuals ultimately degrades the quality of the programs and services we provide, and the high-performing organization we strive to be. We will learn a lot about what our current workforce values upon reviewing the results of our pending Employee Sentiments Survey. These employee perspectives will inform our workplace policies and philosophies.

The City's adopted Strategic Action Plan (SAP), 2020-2022 contains the objective to "... Undertake a Total Compensation Analysis for Non-Represented Positions to Ensure Competitive in the Market". Over the

past year, the Personnel & Finance Committee has grappled with how best to proceed with a classification and compensation analysis for non-represented positions. The Committee’s direction to City Administration was to analyze and address individual non-represented positions, starting with Police and Fire Department command staff, rather than complete a comprehensive classification and compensation analysis of all non-represented positions.

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Analysis

The Department of Public Works (DPW) is divided into four distinct yet collaborative Divisions:

- Streets;
- Parks & Open Space Maintenance;
- Forestry; and
- Streetlight Maintenance.

The Department provides a full range of public works programs and services to Oak Creek residents, businesses, and visitors.

The table below depicts the rates for DPW laborer/operator personnel as of January 1, 2022:

	Hourly Rate
Equipment Operator 2	\$31.263
Equipment Operator 1	\$25.874
Laborer / Driver	\$19.134

The table below depicts the salary schedule for other regular full-time and part-time DPW personnel as of January 1, 2022:

	Min. Rate	Mid. Rate	Max. Rate
Assistant Director of Public Works	\$37.137	\$39.162	\$41.186
Parks Maintenance Supervisor	\$33.660	\$35.493	\$37.326
Street Light Maintenance Electrician	\$33.425	\$35.246	\$37.067
DPW Foreman - Streets/Forestry	\$32.826	\$34.384	\$35.942
Chief Mechanic	\$24.627	\$29.788	\$34.949
Mechanic II	\$22.734	\$27.993	\$33.251
Account Clerk III	\$19.888	\$24.286	\$28.684
Mechanic II (part-time)	\$22.396	\$23.465	\$24.534
Regular Laborers (part-time)	\$12.196	\$16.081	\$19.965
Recycling Attendant (part-time)	\$12.196	\$16.081	\$19.965

Staff analyzed DPW laborer/operator positions wages at comparable municipalities in Milwaukee County as well as those included in the City of West Bend’s classification and compensation study results released in February 2022. West Bend’s classification and compensation study findings are included in this analysis as Franklin, Greenfield, Menomonee Falls, New Berlin, Oak Creek, and Wauwatosa are all comparable municipalities who supplied data to develop the study’s recommended market rates.

The table below depicts the salary schedule for DPW laborer/operator positions at comparable municipalities as of January 1, 2022:

Municipality	Min. Rate	Mid. Rate	Max. Rate
Cudahy	\$24.540	\$28.630	\$32.720
Caledonia	\$22.130	\$26.295	\$30.460
Greenfield	\$20.550	\$27.360	\$34.170
South Milwaukee	\$20.820	\$25.175	\$29.530
Franklin	\$20.650	\$26.655	\$32.660
Muskego	\$22.300	\$27.955	\$33.610
West Bend (C&C Study)	\$24.240	\$29.460	\$34.680
Average Hourly Rate	\$22.176	\$27.361	\$32.547

Municipality	Min. Rate	Mid. Rate	Max. Rate
Oak Creek (Current)	\$19.134	\$25.874	\$31.263
Amount Above / (Below) Average Wage	(\$3.04)	(\$1.49)	(\$1.28)
% Above / (Below) Average Wage	-14%	-5%	-4%

Of note, Oak Creek’s entry-level DPW laborer/operator (i.e., Laborer/Driver) is 14% below the average rate for similar positions in comparable municipalities. Oak Creek’s mid-level DPW laborer/operator (i.e., Equipment Operation 1) is 5% below the average rate for similar positions in comparable municipalities. Further, Oak Creek’s lead-level DPW laborer/operator (i.e., Equipment Operator 2) is 4% below the average rate for similar positions in comparable municipalities and counties.

Recommendation

City Administration recommends adjusting DPW laborer/operator position titles to better align with titles found in the public sector for similar job duties. Further, Administration recommends the City create wage ranges for the new DPW laborer/operator positions to give management flexibility to progress employees through their wage range as an employee acquires and demonstrates new knowledge, skills, and abilities. DPW management will create an assessment center process for pay progression purposes, which will be presented to the Personnel & Finance Committee for their consideration at a later date.

The new DPW laborer/operator position titles and salary schedules are depicted below, effective on the next full pay period following Common Council ratification.

	Min. Rate	Mid. Rate	Max. Rate
Public Works Specialist	\$30.570	\$31.150	\$31.730
Public Works Advanced Technician	\$25.290	\$27.340	\$29.390
Public Works Technician	\$21.620	\$22.970	\$24.320

If the Committee and Common Council concur with the proposed adjustments to DPW laborer/operator positions' salary schedules, all employees would be brought up to the proposed rates in the table below:

	Current Rate	Proposed Rate	1/1/2023 Rate	Average Increase	
				Amount	%
Public Works Specialist	\$31.263	\$31.730	\$32.523	\$2,621	4.0%
Public Works Advanced Technician	\$25.874	\$26.300	\$26.958	\$2,255	4.2%
Public Works Technician	\$19.134	\$21.620	\$22.161	\$6,296	15.8%

Municipality	Min. Wage	Mid. Wage	Max. Wage
Oak Creek (Proposed)	\$21.620	\$26.675	\$31.730
Amount Above / (Below) Average Wage	-\$0.56	-\$0.69	-\$0.82
% Above / (Below) Average Wage	-2.5%	-2.5%	-2.5%

City Administration recognizes DPW laborer/operator personnel's wage adjustment remains below the minimum, midpoint, and maximum rates at comparable municipalities; however, the new rates are all within 97.5% of the market rate. As stated with other positions the Committee has reviewed, this is the beginning point, not the end point: The DPW laborer/operator position will need to be looked at again for further adjustment when we complete a comprehensive classification and compensation study for all non-represented positions. Additionally, although not at 100% of market, the new compensation methodology provides for significant advancement through the various positions. A future quota will only be maintained for the Public Works Specialist position. This will allow for an employee to move through the Public Works Technician and Public Works Advanced Technician progression without a prerequisite "vacancy". This new method is very critical as a retention strategy: we do not want our DPW staff to have a "job", we want them to have a career.

The table below depicts how DPW laborer/operator personnel's wage adjustment would impact the 2022 and 2023 budgets:

2022 Budget	2023 Budget		
	Market Adjust	COLA	TOTAL
\$44,488	\$122,000	\$37,829	\$159,829

For the Committee's awareness, the market adjustment amount show above includes funding to make the immediate wage adjustments for DPW laborer/personnel as well as sets side approximately \$35,000 for pay progressions once City Administration can develop and implement an assessment center to evaluate employees' knowledge, skills, and abilities. This \$35,000 figure, again, is a beginning point, not an end point.

Further, other DPW positions' salary schedules are depicted below, effective on the next full pay period following Common Council ratification.

	Min. Rate	Mid. Rate	Max. Rate
Assistant Director of Public Works	\$37.137	\$39.162	\$41.186
Parks Maintenance Supervisor	\$33.763	\$35.602	\$37.440
Street Light Maintenance Electrician	\$33.425	\$35.845	\$38.265
DPW Foreman - Streets/Forestry	\$32.826	\$34.384	\$35.942
Chief Mechanic	\$24.874	\$30.087	\$35.300
Mechanic II	\$22.959	\$28.270	\$33.580
Account Clerk III	\$20.183	\$24.647	\$29.110
Mechanic II (part-time)	\$22.959	\$28.270	\$33.580
Regular Laborers (part-time)	\$16.000	\$18.810	\$21.620
Recycling Attendant (part-time)	\$16.000	\$18.810	\$21.620

If the Committee and Common Council concur with the proposed adjustments to other DPW positions' salary schedules, all employees would be brought up to the proposed rates in the table below:

	Current Rate	Proposed Rate	1/1/2023 Rate	Average Increase Amount	%
Assistant Director of Public Works	\$37.787	\$39.160	\$40.139	\$4,892	6.2%
Parks Maintenance Supervisor	\$37.066	\$37.440	\$38.376	\$2,725	3.5%
Street Light Maintenance Electrician	\$34.700	\$36.710	\$37.628	\$6,090	8.4%
DPW Foreman - Streets/Forestry	\$34.384	\$34.900	\$35.773	\$2,889	4.0%
Chief Mechanic	\$34.949	\$35.300	\$36.183	\$2,567	3.5%
Mechanic II	\$33.251	\$33.580	\$34.420	\$2,432	3.5%
Account Clerk III	\$28.684	\$29.110	\$29.838	\$2,400	4.0%
Mechanic II (part-time)	\$23.500	\$23.740	\$24.334	\$1,735	3.5%
Regular Laborers (part-time)	Varies	Varies	Varies	\$1,524	7.7%
Recycling Attendant (part-time)	\$16.000	\$16.000	\$16.400	\$832	2.5%

The proposed salary schedule adjustments will ensure DPW personnel's wages remain competitive in the public marketplace. However, it does come with an additional, unbudgeted cost for 2022 and the need for additional levy support in the 2023 budget.

The table below depicts how other DPW personnel's wage adjustment would impact the 2022 and 2023 budgets:

2022 Budget	2023 Budget		
	Market Adjust	COLA	TOTAL
\$21,558	\$41,855	\$30,136	\$71,990

The majority of the other DPW personnel wage adjustment costs are to alleviate compression among management and front-line personnel as well as to ensure all regular part-time employees earn a minimum of \$16 per hour.

For 2022, the total estimated unbudgeted cost of \$66,046 should be able to be absorbed in the DPW budget as we've had several vacant positions this year. If not, the General Fund will realize additional savings that can absorb this amount.

For 2023, the additional levy needed to fund the cost increase for DPW personnel's market adjustment and 1/1/2023 COLA is estimated at \$231,819. The City can fund this market adjustment and anticipated COLA in the 2023 budget based on current capacity in the 2022 budget (~\$210,000 in unallocated wage capacity) and preliminary net new construction figures that will provide additional levy limit capacity of approximately \$700,000 for 2023.

Prepared and Respectfully Submitted:



Andrew J. Vickers, MPA
City Administrator



Maxwell Gaglin, MPA
Assistant City Administrator / Comptroller



Matthew Trebatoski
Interim Director of Public Works

COMMON COUNCIL REPORT

- Item:** Select Consultant regarding North Bluff Planning Study RFP Responses
- Recommendation:** That the Common Council concurs with the Parks & Recreation Commission and selects Edgewater Resources to create a study and plan of redevelopment of public recreational space for the City of Oak Creek North Bluff in an amount not to exceed \$85,000.
- Fiscal Impact:** The Common Council allocated funds for this project in the 2022 CIP in the amount of \$80,000. Staff requests an additional buffer of \$5,000 to ensure adequate public participation and to accommodate scope changes during the work. The study is funded through Park Impact Fees.
- Critical Success Factor(s):**
- Vibrant and Diverse Cultural Opportunities
 - Thoughtful Development and Prosperous Economy
 - Safe, Welcoming, and Engaged Community
 - Inspired, Aligned, and Proactive City Leadership
 - Financial Stability
 - Quality Infrastructure, Amenities, and Services
 - Not Applicable

Background: The City's 2020-2022 Strategic Action Plan calls out the following goal under the "Thoughtful Development and Prosperous Economy" Critical Success Factor:

>> Market the Lakefront Development on a Regional and National Scale

The City's overarching goal with lakefront redevelopment has been and continues to be providing public access to the lakefront after more than a century of industrial developments and private landholdings closed off this access. While the City has been successful with environmental remediation efforts and is now in the early phases of private redevelopment via the Lakeshore Commons project, we aspire again to double-down on advancing additional public recreational amenities and cultural attractions. Further, connections to the amazing park assets existing at Lake Vista Park to the North Bluff and ultimately to Milwaukee County's Bender Park will provide for a continuous public amenity via formation of a "ribbon park" spanning our Lake Michigan shoreline.

The City staff initiated an RFP process to obtain not only pricing from qualified consultants to perform the effort, but also to see the potential vision and aspiration consultants would lend to our lakefront efforts.

After an internal staff RFP scoring process, staff discussed the top two consultants with the Parks & Recreation Commission at their June 16, 2022 meeting. Common Council can view the staff report for that Commission meeting attached to this CCR. This describes the requested deliverables of the RFP as well as the scoring process.

The Parks & Recreation Commission concurred with the staff recommendation to select Edgewater Resources for this work. That same recommendation is before the Common Council this evening.

Options/Alternatives: Although not recommended, many alternatives exist for Common Council consideration including: selecting a different consultant, re-issuing the RFP for additional response/pricing, or not moving forward with the planning process at all.

Prepared and Respectfully submitted:



Andrew J. Vickers, MPA
City Administrator

Reviewed:



Kati Papelbon, CFM, AICP
Senior Planner

Fiscal Review:



Maxwell Gagin, MPA
Assistant City Administrator / Comptroller

Attachments: June 16, 2022 Parks & Recreation Commission staff report;
City RFP document;
Edgewater Resources Proposal.

PARKS & RECREATION COMMISSION

Agenda Item:	North Bluff Planning Study RFP Response – Review and Recommendation
Proposed by:	Doug Seymour, Director of Community Development
Description:	Discussion of the responses received pursuant to the Request for Proposals for the North Bluff Planning Study.
Suggested Motions:	That the Parks and Recreation Commission recommend to the Common Council that Edgewater Resources be selected to create a study and plan of redevelopment of public recreational space for the City of Oak Creek North Bluff.

Background: On April 8th of this year, the City released a request for proposals (RFP) for the preparation of a plan and study of planned recreational space along the bluff of Lake Michigan, known as the North Bluff Planning Study. A copy of that RFP is attached to this report, as well as copies of the four submitted proposals.

Consultants were requested to prepare a proposal for a process that will result in the following deliverables:

1. Recommendations and preliminary designs for unique and innovative public park and recreational amenities throughout the study area.
2. Concepts to integrate the plan with adjacent developments such as Lakeshore Commons and future upland development west of the study area.
3. Development of concepts and strategies for unique and innovative recreational amenities to serve both a local and regional market.
4. Development of concepts and strategies for lake-level interaction and trail access between the study area and Lake Vista and Bender Parks through an existing utility corridor.
5. Effective coordination and communication with project stakeholders at the direction of, and in conjunction with City staff.
6. A focused stakeholder and public participation process to ensure concise community involvement in the Oak Creek North Bluff planning process.
7. Development of feasible, scalable, fiscally responsible, and prioritized implementation recommendations.

8. Estimates of probable cost alternatives for various components of the plan.
9. Development of a strategy to leverage the City's investments through grants and other sources.

The City received four proposals in response to the RFP. Those proposals were reviewed and evaluated internally by staff (and other elected/appointed officials) based on the following criteria: (a copy of the evaluation criteria is included as an attachment to this report).

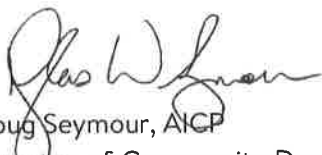
1. Project Vision and Initial Concept Development
2. Project Team Qualifications and Experience
3. Proposed Methodology and Approach
4. Understanding of the City's History and Current Status of Lakefront Planning Efforts
5. Timeframe and Completion Dates
6. Proposed Fees and Costs

Based on those reviews, Staff is recommending that Edgewater Resources be retained by the City to complete the North Bluff Planning Study. The internal review(s) noted Edgewater's experience and understanding of the project, having worked with the City to design elements of the bluff stabilization project for the area. They also noted Edgewater's vision for the project including their experience and resume on similar projects throughout the Great Lakes region.

The internal review team did note that additional discussions were needed with Edgewater to refine their proposal to provide a more robust public participation process as well as to revise their anticipated project schedule to better align with the City's available resources.

Should the Commission agree, staff is requesting that they recommend to the Council that Edgewater Resources be retained as the consultant to provide these services.

Respectfully Submitted & Prepared By:



Doug Seymour, AICP
Director of Community Development

Attachments:
RFP for the North Bluff Planning Study
Evaluation Criteria
RFP Responses (4)

Request for Proposals North Bluff Planning Study City of Oak Creek, WI

Release Date: April 8, 2022

Proposal Submittal Deadline: May 13, 2022

<https://www.oakcreekwi.gov/government/departments/engineering/public-contract-notices>



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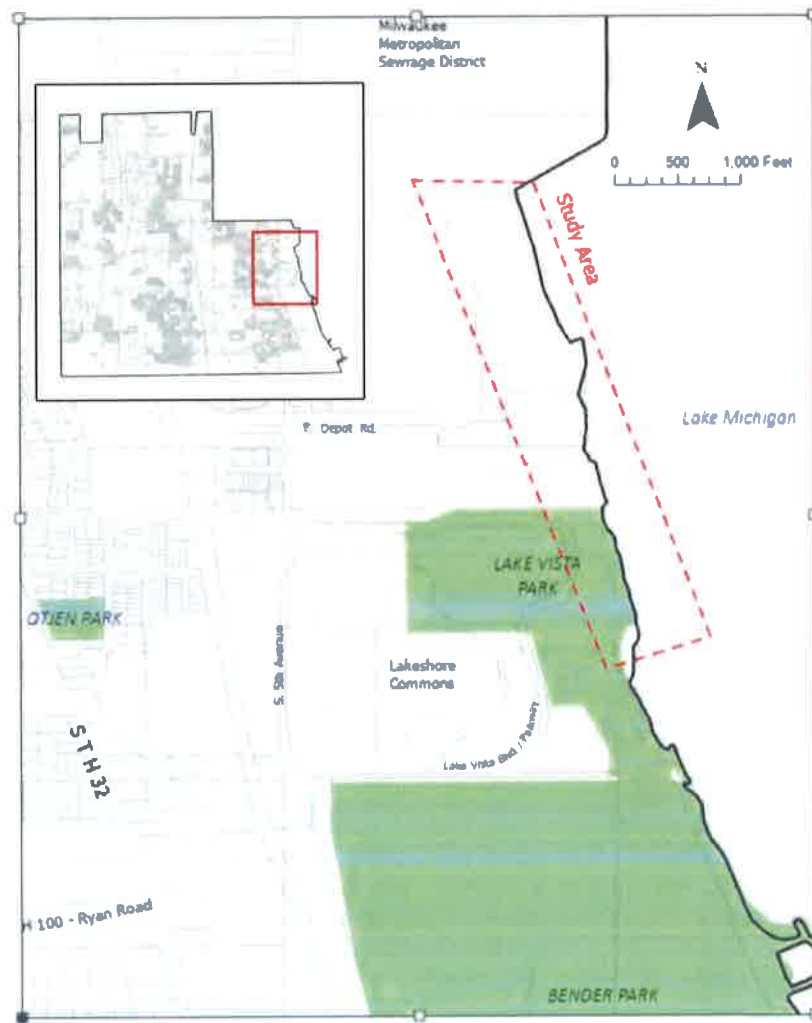
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SECTION 1: Purpose and Scope of Project

The purpose of this Request for Proposals (RFP) is to receive competitive proposals from qualified planning individuals and consultant teams (hereinafter referred to in the singular as “consultant”) who are interested in creating a study and plan of redevelopment of a public recreational space along the Lake Michigan shoreline and bluff north of Lake Vista Park as further identified in Figure 1. Redevelopment as public recreational space will coincide with implementation of a separate bluff stabilization plan that is not included as part of this scope.

At the end of this process it is the City’s expectation that there will be an actionable, scalable plan with an estimate of probable costs that can be used for capital improvements budgeting.

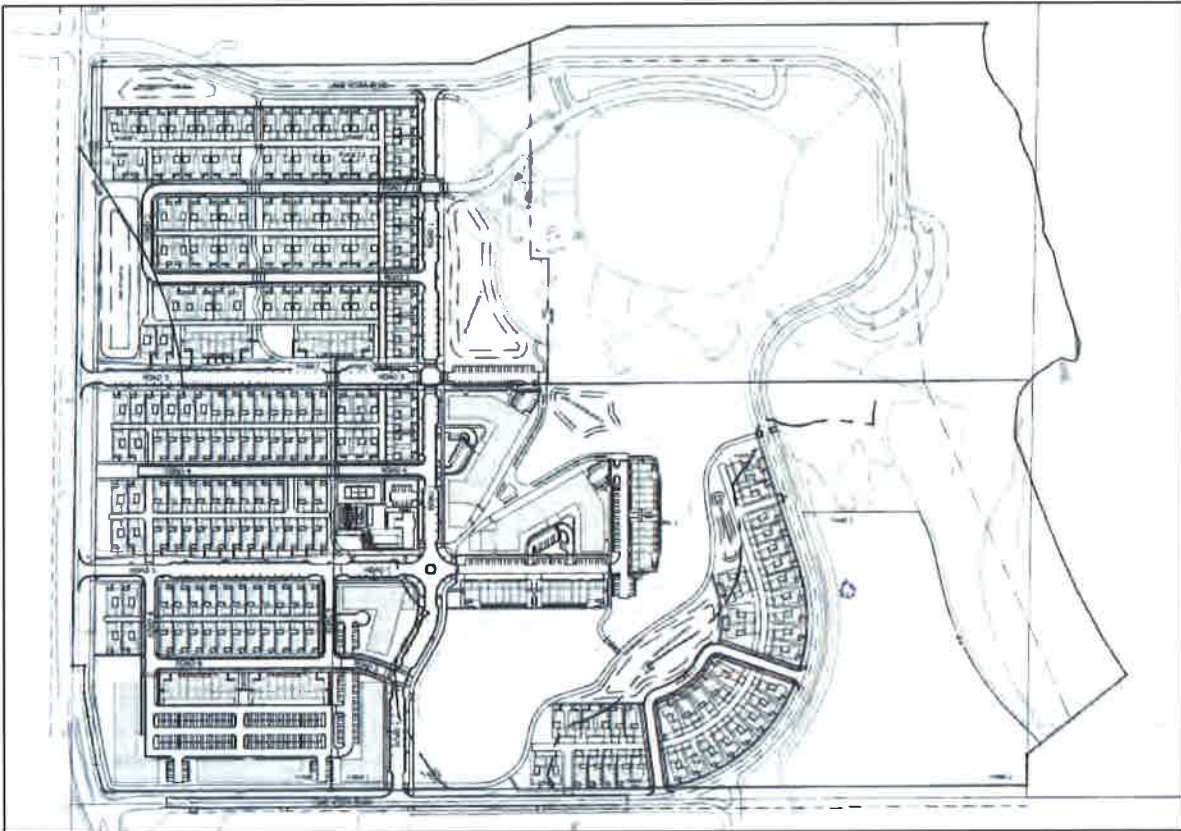
FIGURE 1 - STUDY AREA



SECTION 2: The Study Area

The study area includes a roughly 3,500 linear foot stretch of shoreline and upland bluff in the eastern part of Oak Creek adjacent to Lake Michigan north of Lake Vista and Bender Parks and the new Lakeshore Commons traditional mixed-use neighborhood development to the south.

FIGURE 2 - LAKESHORE COMMONS



SECTION 3: Services and Project Deliverables

The consultant will provide a range of municipal planning services required for the Oak Creek North Bluff Planning Study including, but not necessarily limited to:

1. Recommendations and preliminary designs for unique and innovative public park and recreational amenities throughout the study area.
2. Concepts to integrate the plan with adjacent developments such as Lakeshore Commons and future upland development west of the study area.

3. Development of concepts and strategies for unique and innovative recreational amenities to serve both a local and regional market.
4. Development of concepts and strategies for lake-level interaction and trail access between the study area and Lake Vista and Bender Parks through an existing utility corridor.
5. Effective coordination and communication with project stakeholders at the direction of, and in conjunction with City staff. It is anticipated the City will lead all contact with WNDR and all other regulatory agencies. The consultant is expressly prohibited from contacting WNDR, or any other regulatory agency, without City staff prior approval, during preparation of this response, and during preparation or stakeholder input during the planning process. A collaborative approach, along with constructive communication and coordination with other consultants, as direct by City staff, will be required throughout the process. Specific coordination with the City of Oak Creek Engineering Department for integration with the bluff stabilization project is required. Note that some engineering and regulatory requirements will be required for implementation of the project. It will be required that all planning activities take into account, and incorporate, the required engineering or regulatory elements of the project.
6. A focused stakeholder and public participation process to ensure concise community involvement in the Oak Creek North Bluff planning process. A schedule of public meetings at key points in the process shall be proposed by the consultant. The selected consultant will be responsible for organizing and either leading or co-leading outreach efforts with City staff.
7. Development of feasible, scalable, fiscally responsible, and prioritized implementation recommendations as supported by the Oak Creek North Bluff Planning process. Implementation should include prioritization categories and options for the City to customize priorities within those categories.
8. Provide estimate of probable cost alternatives for various components of the plan. Development of a detailed numeric and qualitative comparison of various cost alternatives for specific components of the plan is required. Provide in a format that assists the City in balancing fiscal needs and constraints, while demonstrating excellence in design.

- a. Identify and discuss variations in design, materials, finish, or other aspects of amenities, to provide the City opportunities to maximize cost efficiencies and maximize the overall value in implementation of the plan. Provide numeric comparisons for a variety of options, to assist the City in maximizing the overall value of the plan.
 - b. Discuss material availability, potential variation in costs or delays associated with special order items, options for substitution if supply chain issues, and other relevant details that will affect total cost and schedule of implementation over time.
 - c. Develop a discussion and numeric comparison of long term maintenance or other costs for various options of the plan, to assure the continued long term success of the plan once implemented.
9. Development of a strategy to leverage the City's investments through grants and other sources. Coordination with City staff will be required.
 10. A final, digital copy of the document, in an editable format incorporating Items 1-9 above and other deliverables as determined by the process.

These are general requirements for the Oak Creek North Bluff Planning Study, and are not intended to be a comprehensive list of tasks and deliverables. It is expected that the chosen consultant will provide the City with more specific recommendations for approaches, tasks and deliverables based on their experience and expertise from past work.

SECTION 4: Proposal Requirements

Proposal Submission Requirements

1. One (1) unbound original proposal.
2. One (1) digital copy of the proposal.

Digital copies may be submitted via email (max. 2 MB file size, no ZIP files) or via secure filesharing link. The deadline to submit proposals is **Friday, May 13, 2022 before 4:00 PM.**

The proposal submittal should be submitted in an envelope labeled "2022 Oak Creek North Bluff Planning Study" and delivered to:

Doug Seymour, Director of Community Development
City of Oak Creek
Community Development Department
8040 S. 6th Street
Oak Creek, WI 53154

Proposal Format

Proposals should contain the following information:

1. Title Page. Provide the name of your firm, address, telephone and name of contact person on a title page.
2. Letter of Transmittal. Provide a complete statement regarding the understanding of the project and your interest in working with the City of Oak Creek on the North Bluff Planning Study. The transmittal letter shall be signed by a duly authorized officer or agent empowered with the right to bind the consultant submitting a proposal for consideration.
3. Firm Background. Provide information on the size, location, available resources and brief discussion on past experiences related to similar plans.
4. Project Team. Identify the project team (including sub-consultants and associates) and provide a statement of qualifications for each individual.
5. Work Samples. List and provide in electronic format only (either a webpage link to the document or other electronic format) examples of similar plans recently completed by the firm or team members.
6. Methodology and Approach. Provide a description of the method and approach your firm intends to utilize in order to complete the Oak Creek North Bluff Planning Study.
7. Initial Concept Development. Provide insight as to initial ideas and concepts being contemplated for inclusion into the plan.
8. Timeframe. Include a detailed phasing and task list and estimated completion time of each task. Provide an estimated start date and completion date of the plan, based on an estimated consultant selection date of June 7, 2002 and coordination with the bluff stabilization project.

9. References. Submit names, e-mails and telephone numbers of other municipal officials that we may contact to verify performance on projects recently completed by the firm as identified under the Firm Background section of the proposal submittal.
10. Verify Firm Capacity and Project Team. Provide a statement verifying your ability to begin work on the Oak Creek North Bluff Planning Study, and complete the tasks within the timeframes identified in the Methodology and Approach section of the submitted proposal based on your firm's current work load and capacity. Provide a list of the person(s) that will be principally involved in the project.
11. Cost Breakdown. Submit a not-to-exceed cost breakdown of the Oak Creek North Bluff Planning Study process, including total travel and material expenses, for the work identified by the consultant and including any subconsultants in the Methodology and Approach and Timeframe sections of the proposal submittal.
12. Supporting Information (Optional). Provide other supporting information you feel may help us further evaluate firm qualifications and fit for completing the plan.

Tentative Schedule

The tentative schedule for this Request for Proposals is as follows:

- Release of RFP: April 8, 2022
- Pre-application meeting (by City): April 13, 2022
- Deadline for Questions (email only): April 22, 2022 before 4:00 PM
- Question Responses and/or Addenda to RFP posted to City website: April 29, 2022
- Proposal Submission Deadline: May 13, 2022, before 4:00 PM
- Reviews Complete: May 26, 2022
- Review by Parks Commission: June 2, 2022
- Selection of Preferred Consultant: June 3, 2022
- Approval by Common Council: June 7, 2022

Questions

The deadline for questions regarding the proposal is April 22, 2022 before 4:00 PM. Questions can be directed to Community Development Director Doug Seymour by e-mail only at dseymour@oakcreekwi.gov. Responses to questions and/or addenda determined to be required by City staff to further clarify this RFP will be posted to the City's Notices of Public Contracts

webpage <https://www.oakcreekwi.gov/government/departments/engineering/public-contract-notices> no later than April 29, 2022.

SECTION 5: Evaluation and Consultant Selection

Selection Process

The City will follow the process below to select the consultant for the Oak Creek North Bluff Planning Study:

1. Each proposal submitted within the deadline will be reviewed to ensure whether all required materials have been submitted according to the guidelines set forth in this RFP. All proposals that do not meet minimum requirements will be rejected.
2. City staff will review the submitted RFPs based on predetermined Evaluation Criteria below. The qualifications of each consultant and all submitted materials will be evaluated for compliance with the requirements and conditions contained in this RFP.
3. City staff and the Common Council will be responsible for selecting the consultant. The City reserves the right to modify the scope of the project as necessary to fit the needs of the community.

Evaluation Criteria

1. Project vision and initial concept development. First and foremost, the City will select a consultant that embraces and elevates the City's vision for an innovative, one-of-a-kind, amenity rich shoreline park in this location.
2. Project team qualifications and experience
3. Proposed methodology and approach
4. Understanding of the City of Oak Creek and the history and current status of its lakefront planning efforts
5. Timeframe and completion date
6. Proposed fees and costs

SECTION 6: Additional Information

Consulting Agreement

A consulting agreement in a form provided by the City shall be executed by the City and a duly authorized officer or agent of the chosen consultant prior to commencing any work related to the Oak Creek North Bluff Planning Study or any other work requested in this RFP. Minor

changes that do not affect the substance of the agreement provided may be considered prior to finalizing the agreement.

Insurance

The consultant chosen by the City to perform the Oak Creek North Bluff Planning Study shall provide the City with a certificate of insurance in conformance with the following:

1. Professional liability: \$1,000,000 each claim and \$1,000,000 annual aggregate.
2. Commercial general liability: \$1,000,000 each occurrence limit, \$1,000,000 personal liability and advertising injury, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate. The additional insured coverage must include Products – Completed Operations equivalent to ISO Form CG 20 37 for a minimum of two years after acceptance of the work.
3. Insurance is to be placed with insurers who have an *A.M. Best* rating of no less than A- and a Financial Size Category of no less than Class VI, and who are authorized as an admitted insurance company in the State of Wisconsin.
4. The following must be named as additional insureds on the general liability coverage arising out of project work: City of Oak Creek, and its officers, Council members, agents, employees and authorized volunteers.

Acceptance of Terms

Submission of a proposal indicates acceptance by the consultant of conditions contained in this Request for Proposals. Note that all proposal submissions are subject to State and Federal open records laws.

Reference Materials

Additional information about the City of Oak Creek is provided at www.oakcreekwi.gov

- 2020 Comprehensive Plan
- Strategic Plan
- Engineering documents as needed
- Lakeshore Commons plans

North Bluff Planning Study - evaluation criteria

max points

30	Project Vision and Initial Concept Development
20	Project Team Qualifications and Experience
20	Proposed Methodology and Approach
20	Understanding of the City's History and Current Status of Lakefront Planning Efforts
5	Timeframe and Completion Dates
5	Proposed Fees and Costs
100	

Project Vision and Initial Concept Development (max 30 points)

10	Does the RFP response demonstrate an understanding of the City's vision for the project?
10	Did the consultant provide insight as to initial ideas and concepts? Was it inspired?
10	Ascribe a value based on the level of innovation conveyed in the proposal

Project Team Qualifications & Experience (max 20 points)

5	Has the project team been clearly identified in the proposal?
5	Are the team's qualifications relevant specific (to the project)?
5	Who are the team leaders and principals assigned to the project? What type of experience and vision to they bring
5	Are the reference projects relevant in scale and scope to Oak Creek and the lakefront project?

Proposed Methodology & Approach (max 20 points)

4	Does the proposal include all services listed in the RFP?
4	Does the proposal detail the approaches to task completion?
4	Number and type of public participation / outreach. Is it focused and concise?
4	Are the key deliverables outlined with milestones?
4	Does the proposal suggest the ability to produce an actionable, scalable plan?

Understanding of the City's History and Current Status of Lakefront Planning Efforts (max 20 points)

10	Does the proposal demonstrate a clear understanding of the history and City's efforts to date on the lakefront?
5	Has the project team had past experiences working with these properties or property owners?
5	Does the proposal complement other strategic goals?

Timeframe and Completion Date (max 5 points)

5	Is the proposed timeframe realistic? Consider public participation, review, hearing requirements, schedules, etc.
---	---

Proposed Fees & Costs (max 5 points)

3	Does the overall cost exceed budget (\$80,000)?
2	Does the proposal include sub consultants or add-ons <u>not</u> included in the budget?

Oak Creek NORTH BLUFF PLANNING STUDY



RFP Response Prepared by:



carmichael
ASSOCIATES, LLC

Gregory Weykamp
President & Principal
434 S Yellowstone Drive, Suite 203
Madison, WI 53719
269 408 6562

RECEIVED

By Doug Seymour at 10:19 am, 5/10/22



434 South Yellowstone, Suite 203
Madison, WI 53719
(608) 716 - 3128

May 10, 2022

Doug Seymour, Directory of Community Dev.
City of Oak Creek
Community Development Department
8040 S. 6th Street
Oak Creek, WI 53154

RE: Request for Proposals, North Bluff Planning Study

Dear Mr. Seymour,

Oak Creek is blessed with an opportunity afforded few other communities surrounding Lake Michigan. Through the efforts of deconstructing industry along its shoreline and the cleanup of the bluff top of contaminates, the city now holds a beautiful unobstructed vista and gateway to Lake Michigan. Edgewater Resources has assembled a team of highly talented planners, designers and engineers to create a plan for the future of that lakefront. The plan to be developed will leverage the work done to date, the engineering needed to preserve the property into the future, the pragmatism of what is achievable from a regulatory and financial perspective and the reality of an enduring but fanciful outcome. The goal is to create an elegant and iconic park for the City that is a point of pride for the community and a destination for all to share. The transformation of this unused and inaccessible space creates valuable waterfront real estate open and inclusive to ALL people, regardless of economic status.

The team offered by Edgewater includes designers who have been tapped by Disney to create their signature spaces, as well as the specialist engineers who both understand the interface between land and water and work daily hand-in-hand with landscape architects and planners to achieve exemplary, built experiences. The true skill of the team is its ability to translate the vision into something real and affordable, without sacrificing creativity and excellence.

With this motivation and understanding of the potential opportunity and future this project creates for the City of Oak Creek, Edgewater Resources offers the following proposal. Please take special note of the embedded links in this proposal illustrating project examples and animated ideas.

Sincerely,

A handwritten signature in black ink that reads 'Jack C. Cox'.

Jack C. Cox, PE, D.PE, D.CE, D. NE
Sr. Principal | Board Certified Coastal Engineer
jcox@edgewaterresources.com
608 556 5377

A handwritten signature in black ink that reads 'Gregory Weykamp'.

Gregory Weykamp, ASLA, LEED AP, BD+C
Principal | President
gweykamp@edgewaterresources.com
269 408 6562



Section III - Firm Background



EDGEWATER RESOURCES, LLC was founded in 2010 with the goal of elevating the value of the waterfronts to achieve their highest and best use, with a focus on planning, design, and engineering solutions for shorelines, harbors and marinas and water dependent activities. We specialize in the visioning, economic and physical feasibility, condition assessment, marketing, planning, design, construction and operation of facilities and assets. Our mission is to leverage natural strengths to identify and implement projects that foster long term success within a context of social, environmental, and economic sustainability.

Our team includes 30 landscape architects, planners, architects, engineers surveyors, and appraisers. We are one company located in St. Joseph, MI, Madison, WI, and Pompano Beach, FL. We have worked on waterfronts big and small, public and private, and from the marina's entrance to dissipate wave energy to the upland features that are tied to experiencing the waterfront. Our services include:

- Landscape Architecture, Planning, and Public Process
- Public Engagement, Project Economics, and Grant Funding
- Architecture and Urban Design
- Marina and Harbor Planning, Design, and Engineering
- Coastal Engineering, Wave Studies, and Modeling
- Structural and Marine Engineering
- Regulatory, Permitting, Assessments, and Mitigation
- Professional Land and ASCM Certified Hydrographic Surveying

Our mission is to create solutions based on natural strengths and opportunities that achieve long term resilience within a context of social, environmental, and economic viability. Our combined background in design, development, construction, and operations allows us to create waterfronts that are beautiful, functional, durable, and financially sustainable. We go beyond imagining what a waterfront could be and develop plans that can actually be financed and built, creating projects that achieve measurable economic benefits to the broader community.

CARMICHAEL ASSOCIATES, LLC is comprised of Dennis Carmichael, FASLA, LEED AP, former principal with EDAW for 30 years with a focus on placemaking in the public realm. With dozens of built projects around the country, including work for Disney, his work in public places is characterized by the use of narrative, cultural and historical references in landscape solutions. Rather than a signature style, his approach to design is about revealing the special qualities of a given place, seeking to make the landscape visible, comprehensible and valuable. Further, his work incorporates principles of sustainability at all levels and his projects have earned Silver Gold, and Platinum ratings from LEED.



Section IV - Project Team



Greg Weykamp has over twenty-seven years of experience in the planning and design of the public realm, with an emphasis on implementation of sustainable built landscapes and urban waterfront environments. His project experience spans waterfront parks, marinas, master planned communities, urban revitalization, streetscapes, parks and recreation facilities, medical and university campuses, and military installations.



Jack Cox is internationally recognized for his credentials in research, engineering, and design of projects involving nearshore hydrodynamics, arctic and ice processes, harbor tranquility, breakwaters, fixed and floating marine structures, dredge material disposal, shore protection, port planning, marina design, and risk analysis. His 45+ years of experience in the marine engineering field spans a full range, from ecologically sensitive planning through final design and construction.



Kathy Weykamp is a landscape architect and urban planner with over twenty years of experience in large scale planning and entitlement projects mixed with smaller scale urban design projects for transit and mixed-use developments. Kathy has completed and built work across the United States and internationally. Working with local municipalities, state and federal agencies and international committees, she has led many projects from initial feasibility through grant writing, design and construction.



Suzanne Fromson's experience includes a variety of projects from community and site master planning, parks and recreation design and administration, and urban design. She also possesses a practical knowledge of landscape maintenance and construction. Her computer technology and construction documentation skills make her an integral player in the planning and design process, creating master plan documents, design development graphics, and construction documents.



Michelle Rumsa has more than 20 years of architectural experience. Her projects include hospitality, commercial and residential clients for new construction and renovation. She is experienced in programming, schematic design, design development, preparing contract documents and construction administration. She's worked extensively with building codes, zoning ordinances, barrier free and energy code compliance, municipal text amendments, and developing residential deed and covenant design guidelines.



Nick Stefani is the Section head for Coastal and Geotechnical Engineering for Edgewater Resources. He is responsible for design, calculations, modeling and Quality Control of Edgewater's various waterfront and shoreline projects. Additionally, he manages the projects out of the Madison office. Mr. Stefani's expertise is in shoreline protection and stabilization, eroding bluff stability, and nearshore coastal structures.





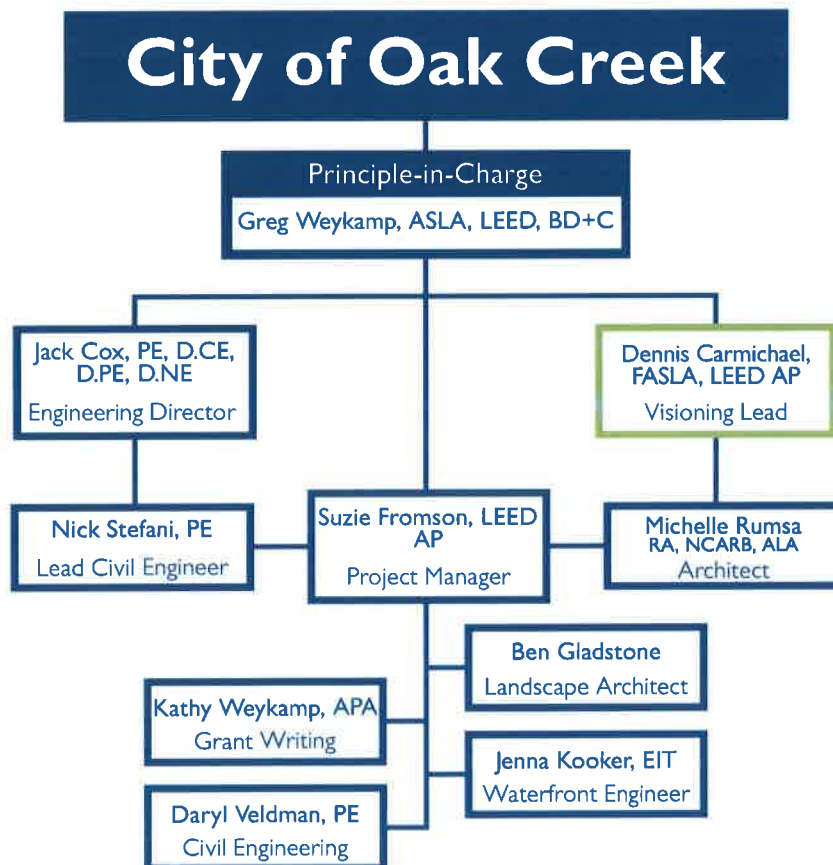
Ben Gladstone has gained experience in a plethora of sectors within the profession. Ben began his journey in the residential sector where he developed a deep understanding in material relationships. He worked as a design consultant simultaneously for multiple firms within the Greater Atlanta Region. After this, Ben ventured to South Florida where he works to develop large-scale communities and high-end resorts throughout South Florida and the Caribbean.



Dennis Carmichael's approach to design is about revealing the special qualities of a given place, seeking to make the landscape visible, comprehensible and valuable. Further, his work incorporates principles of sustainability at all levels and his projects have earned Silver, Gold, and Platinum ratings from LEED. Dennis has received over forty design awards and his work has been published magazines such as Landscape Architecture, Urban Land, and Architecture.

Organizational Chart

■ Sub Consultant





EDUCATION

Bachelor of Landscape Architecture
Michigan State University, 1992

REGISTRATIONS

Registered Landscape Architect
State of Illinois
State of Indiana
State of Michigan
State of Ohio
State of New York
State of Wisconsin
CLARB Certified
Council of Landscape Architecture
Registration Boards
LEED Accredited Professional Building
Design & Construction

HONORS & AWARDS

Great Lakes Sea Grant Network "Great
Lakes Outreach Programming Award,"
Sustainable Small Harbors Project
2013 President's Award, American Society
of Landscape Architects, Illinois Chapter,
31st Street Harbor, Chicago, Illinois
ISS Fabien Cousteau Blue Award
31st Street Harbor, Chicago, Illinois
AIA Chicago SustainABILITY Leadership
Merit Award, 2012, 31st Street Harbor
First Place, Engineering News Record
Midwest "Best Projects" 2012,
31st Street Harbor
Design Evanston Urban Design Award 2010
Evanston Lakefront Master Plan

GREGORY J. WEYKAMP, ASLA, LEED AP, BD+C

Principal / President, Edgewater Resources, LLC

31ST STREET HARBOR

Mr. Weykamp served as the **Principal in Charge**, leading the combined design and engineering team in the development of a new 1000 slip harbor for the Chicago Park District. Design included a green roof covered parking area providing heated winter boat storage below expanded park space above. Additionally, the marina project was leveraged to create a new regional destination play area and a new 1.5-acre park space offshore in Lake Michigan, providing views of the Chicago skyline. Key elements include improved pedestrian and bicycle safety by realigning the Lakefront Trail and the integration of extensive sustainable design strategies including green roof covered parking, bioswales, bio-infiltration, materials selection, habitat creation, alternative energy generation, boat wash, and LEED Certified structures.

NAVY PIER MARINA

The Navy Pier Marina project includes the design and development of a new transient marina located at the heart of Chicago's waterfront at Navy Pier. The facility will provide 120 new transient slips on a combination of fixed and floating dock infrastructure. As Principal of the design team, Mr. Weykamp led the design, permitting, planning, and engineering for all aspects of the project.

DECATUR PARKS & REC MASTER PLAN, NELSON PARK MASTER PLAN AND MARINA

The Nelson Park Master Plan project will create a new vision for the 180-acre Nelson Park and adjacent parkland along the shores of Lake Decatur in Decatur, Illinois, with the fundamental goal of achieving both financial sustainability for the park and spurring economic growth within the greater Decatur economy. In addition to the reconstruction of over two hundred boat slips, the project will include a waterside restaurant entertainment district, regional destination water park, and pedestrian loop around Basin Two of Lake Decatur. The design effort included strategies to expand biologically diverse native habitats, improve the durability of the built environment, and apply improved stormwater management techniques while reducing maintenance and environmental impacts.

PORT OF ROCHESTER MARINA

The Port of Rochester Marina project includes the transformation of an underutilized asphalt parking lot and ship loading area into a new 180 slips marina serving both seasonal and transient boaters. As Principal of the design team, Mr. Weykamp led the design and implementation of the marine-based elements as well as surrounding site infrastructure of the project.

RENARD ISLAND MASTER PLAN

The Renard Island Master Plan transforms an inaccessible facility into a vibrant waterfront park that will become the centerpiece of a revitalized Green Bay waterfront. A primary goal of the plan is to create revenue generating facilities that will drive sufficient funding to construct the public park improvements, which was accomplished through a variety of elements including a marina, waterfront entertainment district, and adjacent landside developments. Mr. Weykamp was responsible for the overall financial feasibility and development economics for the project, as well as the design of the marina and waterfront entertainment district.



EDUCATION

Bachelor of Engineering Science
Purdue University
Master of Engineering Science
Purdue University
Post-graduate Studies in Geophysical Fluid
Dynamics, University of Chicago
PhD in Coastal Engineering
University of Delaware

REGISTRATIONS

Registered Professional Engineer in the
state of Alaska, Delaware, Florida, Illinois,
Indiana, Louisiana, Maryland, Mississippi,
New York, New Jersey, Ohio, Rhode
Island, South Carolina, Washington, and
Wisconsin

CERTIFICATIONS

Academy of Coastal, Ocean, Port and
Navigation Engineers
Diplomate Coastal Engineer
Diplomate Port Engineer
Diplomate Navigation Engineer

HONORS + AWARDS

Adjunct Professor of Practice in The
Department of Civil and Environmental
Engineering, University of Wisconsin
Assistant Director for The Docks and
Marinas Program, Department of
Engineering Professional Development,
University of Wisconsin
Board of Trustees of The Academy of
Coastal, Ocean, Port and Navigation
Engineers (ACOPNE) / Trustee for
Navigation and Coastal Engineering

JACK C. COX, P.E., D.CE, D.PE, D.NE

Principal | Coastal Engineer | Director of Engineering

PRINCIPAL DESIGNER AND ENGINEER-OF-RECORD ILLINOIS BEACH STATE PARK SHORELINE STABILIZATION, ZION, IL

Led design development of a six-mile shoreline stabilization project to protect and enhance a highly eco-sensitive coastline on Lake Michigan. Employed a design approach to minimize any structural contact with the beach by using tuned offshore structures and introducing the concept of virtual shorelines. Conducted extensive two- and three-dimensional physical modeling of submerged and emergent breakwater performance and shoreline stabilization. The plan integrated a system of minimally visible, properly oriented, configured and detailed detached structures, submerged reefs, and beach reconstruction. The design development also included creating prescriptive design standards to incorporate avian and aquatic habitat architecture into the design solution. Provided Senior design review of Plans and Specifications and design/build contractor selection.

PRINCIPAL DESIGNER AND ENGINEER-OF-RECORD OAK CREEK SHORELINE STABILIZATION. OAK CREEK, WI

Directed shoreline erosion and bluff retreat sturdy related to sediment starvation caused by an updrift lake projecting municipal installation. Addressed risk of bluff failure due to undercutting, exposure of contaminated soils near the bluff edge, and a forecasting of hazard and risk to the City's water supply intake due to high water levels and failure of a seawall due to end erosion effects. Evaluated a variety of shore protection solutions including pocket beaches, shoreline revetments and beach nourishment, based on effectiveness across a range of water levels and for various degrees of expected longevity. Assisted in permitting of the mitigation plan, and engineering of the final solution which integrated a revetted toe, topped by a public promenade and accessible by pathways meandering down across the face of a re-stabilized bluff face.

EUCLID FESTIVAL PIER AND SHORELINE STABILIZATION. EUCLID, OH

Evaluated complex wave transformation and nearshore sediment transport processes producing erosional "hot spots" and the bluffed shoreline. Directed physical modeling of shoreline to determine how to introduce strategic nearshore structures to rebalance sediment rates, eliminating high erosion zones. Configured nearshore structures to embody habitat enhancing characteristics and sheltered pools. Structurally designed pier to resist storm wave and moving ice loads. Designed armoring in a terracing style to be angler friendly at various lake levels.

HAMMOND MARINA BREAKWATER, HAMMOND IL

Tested unique dual breakwater concept consisting of a submerged outer reef structure backed by a reduced size main breakwater. Verified combined wave transmission and overtopping characteristics for hyper breaking waves. Confirmed required rock armor size for stability and explored reef porosity effects on wave transmission.

EGG HARBOR BREAKWATER REHAB, EGG HARBOR WI

Provided engineering services to mitigate excessive breakwater overtopping during times of high lake levels. The marina breakwater was previously intentionally constructed low to limit obstructed sightlines. Devised schemes to preserve the low breakwater profile lake view by using a recurve curb wall in lieu of raising the structure.





EDUCATION

Bachelor of Landscape Architecture
Michigan State University, 2000

REGISTRATIONS

Wyoming Landscape Architect, 2005
Registration # LA-0085B

CERTIFICATIONS

LEED (Leadership in Energy and
Environmental Design), 2003
GBCI #0011006946

TEACHING EXPERIENCE

Graphics for Landscape Designers at The
George Washington University,
Washington, D.C.

Landscape Graphics at Front Range
Community College, Westminster,
Colorado

HONORS & AWARDS

Port of Rochester Marina, Project of the
Year, Transportation by the American
Public Works Association, New York
Chapter

Holland Civic Center, Honor Award
2019 Building Award, George & Lucile
Heeringa Civic Center, Holland, Michigan

SUZANNE FROMSON, LEED AP

Landscape Architect, Edgewater Resources, LLC

CITY OF HOLLAND PARKS & RECREATION MASTER PLAN, 2014 and 2019

The City of Holland Comprehensive Parks and Recreation Master Plan is a five-year strategic plan addressing the long term economic, social, and environmental sustainability of the City of Holland. While serving as Project Manager served the purpose of the plan to assess all elements of the City's roughly 500-acre park system, incorporate community input, define strategies for meeting future park programming and development, and meet all State of Michigan requirements for long term park planning to remain eligible for grant funding.

PORT OF ROCHESTER MARINA

The Port of Rochester Marina project will convert former impervious asphalt parking and loading areas into a new 180-slip marina serving both seasonal and transient boaters. Further, the project will serve as a catalyst for the redevelopment of underutilized land into retail, commercial, and residential purposes designed and scaled to support and integrate into the historic Charlotte neighborhood.

CITY OF WAUKEGAN LAKEFRONT ACTIVE IMPLEMENTATION PLAN

The City of Waukegan commissioned a Master Plan in 2003 to help form a vision for future development of the downtown and lakefront. However, in the year 2015, many of the action items of this Master Plan had yet to be implemented. In July of 2015, the City of Waukegan, in cooperation with the Waukegan Park District and Waukegan Port District and with funding from the Great Lakes Restoration Initiative through the Illinois Coastal Management Program, tasked Edgewater Resources with the creation of an Active Implementation Plan.

DECATUR PARKS & REC MASTER PLAN, NELSON PARK MASTER PLAN AND MARINA

The Nelson Park Master Plan project will create a new vision for the 180-acre Nelson Park and adjacent parkland along the shores of Lake Decatur in Decatur, Illinois, with the fundamental goal of achieving both financial sustainability for the park and spurring economic growth within the greater Decatur economy. In addition to the reconstruction of over two hundred boat slips, the project will include a waterside restaurant entertainment district, regional destination water park, and pedestrian loop around Basin Two of Lake Decatur. The design effort included strategies to expand biologically diverse native habitats, improve the durability of the built environment, and apply improved stormwater management techniques while reducing maintenance and environmental impacts.

BELLE ISLE TRAILHEAD AND LOOP TRAIL

The Belle Isle Trailhead is a hiker and cyclist-friendly facility that serves as the southern terminus of Michigan's 2,000+ mile Iron Belle Trail. The project includes a new restroom building, parking lot with bioswale rain garden, public art, and other visitor amenities. The Loop Trail includes engineering of approximately 6 miles of non-motorized trail, also part of the Iron Belle Trail system. The project required coordination with USACE and EGLE permitting, coordination of LARA Review and SESC permits, as well as coordination and communication with a range of project stakeholders. Topographic survey, soil borings, archeological surveying and geotechnical reporting was also included in the pre-design phases of work. Suzanne led the Edgewater team in all phases of work from production of concept graphics through construction drawings and construction administration.





EDUCATION

Bachelor of Landscape Architecture
Michigan State University, 1994
Master of Landscape Architecture
Planning Focus
University of Georgia, 1996

PROFESSIONAL AFFILIATIONS

American Society of Landscape Architects
American Planning Association

HONORS & AWARDS

ULI Awards of Excellence, The Americas Finalist, Clayton Lane
Top Colorado Project, Overall Category, Colorado Construction 2005
Development of the Year, National Association of Industrial and Office Properties 2004
AIA Merit Award, Education 2 North and South Anschutz Medical Campus
ULI Award for Excellence, Belmar Town Center
CBCA Innovation Award for Development, Belmar Town Center
APA Colorado Outstanding Project, Belmar Town Center
USGBC Silver LEED, Belmar Town Center
Campus Master Planning Outstanding Project and California Mall Landscape Architecture Citation, Creighton University
USGBC LEED, Cape Girardeau U.S. Federal Courthouse
Port of Rochester Marina, Project of the Year, Transportation by the American Public Works Association, New York Chapter
2019 Building Award, George & Lucile Heeringa Civic Center, Holland, Michigan

KATHERINE J. WEYKAMP, APA

Principal / Director of Operations & Planning, Edgewater Resources, LLC

Kathy Weykamp is a landscape architect and urban planner with over twenty years' experience in large scale planning and entitlement projects mixed with smaller scale urban design projects for transit and mixed-use developments. Kathy has completed and built work across the United States and internationally. Working with local municipalities, state and federal agencies and international committees, she has led many projects from initial feasibility through grant writing, design and construction.

NOTABLE PROJECT EXPERIENCE

Waterfront Master Planning

- Island Hills Golf Club and Resort, Centreville, MI - Mixed Use Development
- Harbor Village at Harbor Shores, Saint Joseph, MI - Mixed Use Development
- Sydney 2000 Olympic Sailing shore base, Rushcutters Bay – Site design and documentation for temporary marina facilities for major sports event
- Morris Waterfront Master Plan for 450-slip, 400-unit residential development on the Illinois River, south of Chicago
- Numerous Seawall / Waterfront Permit Applications / Public Processes
- Michigan City Port Authority – Marina/waterfront master plan for 1500 acres in downtown – 2 marinas, 3 boat launches, 2 miles of public access/promenades

Land Planning Entitlement and Master Plans

- City of Holland 5 Year Parks and Recreation Plan – 2014 & 2019
- Several successful Michigan DNR grant awards and Boating Infrastructure Grant awards 2011-2021
- Rapids Stadium Development, Commerce City, CO – soccer stadium and regional soccer fields facility, major retail and residential components on 78 acres
- Weld County, CO Mixed Use Development – 1400 Acres including Industrial Park, Railway routing, retail and residential
- Lincoln Station, Littleton, CO – 53 Acre Transit Oriented Development located on new light rail line from Denver
- Littleton Village, Littleton, CO – Infill Mixed Use on former Marathon Scientific Research Laboratory site
- Mixed Use, Surprise, AZ – 300 acres including sensitive natural habitat for park and residential development

Campus Planning Experience

- University of Colorado Health Sciences Center, Anschutz Medical Campus Master Plan – world's only completely new education, research and patient care facility located on site of former Fitzsimons Army Medical Facility site
- Creighton University, Omaha, NE – campus master plan including land acquisition and existing reuse
- Colorado College, Colorado Springs, CO – Long Range Development Plan
- Littleton Adventist Hospital, Littleton, CO – Master Planning and Entitlement

Site/Facility Design Experience

- Inn at Harbor Shores, St. Joseph, MI – Site Design, Interior Design, Branding
- Clayton Lane Urban Design and Entitlement, Cherry Creek Denver, CO – Infill high-end retail and entertainment design and construction
- The Center for Technology and Learning Media, Colorado School of Mines Golden, CO – Campus sector master plan and detailed site design
- Federal Courthouse, Cape Girardeau, MI – site planning and design including LEED and Federal Security compliance measures
- University of Colorado Health Science Center Anschutz Medical Campus, Aurora, CO – site design of several research and clinical facilities on campus





EDUCATION

Master of Architecture

University of Illinois, Champaign-Urbana,
1993

L'Ecole de Architecture et d'Urbanism de
Versailles 1991

Bachelor of Fine Arts

Scene Design, Technical Theatre and Piano
Central Michigan University, 1984

PROFESSIONAL AFFILIATIONS

Registered Architect:

State of Michigan

State of New York

NCARB registered

Association of Licensed Architects

SW Michigan Chapter President

AWARDS & HONORS

Charles E Peterson Prize

HABS/HAER – in the Library of Congress
1992 Ink on Vellum

Macoupin County Courthouse
University of Illinois team

MICHELLE M RUMSA, RA, NCARB, ALA

Architect

MICHIGAN MARITIME MUSEUM, SOUTH HAVEN, MICHIGAN

Developing a Master Plan for this nonprofit museum campus with collaboration from our landscape architects, civil and marina engineers and the owners Design Build contractor team to renovate the campus and marina by replacing existing buildings, renewing the dock system and creating outdoor learning and exhibit areas. Building design includes a new 17,000 sf, two story Visitor Center with a learning and research center, exhibit and event spaces supporting the mission of the museum. Completion scheduled for 2022

HOLLAND STATE PARK, BEACH HOUSE RENOVATION, HOLLAND MICHIGAN

Interior renovation of the public changing court and restroom areas of the 7,880 sf facility on the beach in Holland State Park. Program includes transformation of the south changing rooms into a full restroom facility, two universal design family restrooms, and an office with first aid recovery space and replacement of all fixtures in the north restrooms. All facilities will be accessible and ADA compliant and in compliance with the Michigan Uniform Energy Code. New outdoor shower towers with shower, foot wash and drinking fountains will be installed in two locations on the beach. Client: Michigan Department of Natural Resources. Completion in 2022

LEXINGTON STATE HARBOR, HARBOR MASTER BUILDING RENOVATION AND ADDITION, LEXINGTON, MICHIGAN

New construction addition and interior renovation of the 1,754 sf restroom and shower building. Program includes replacing all plumbing fixtures, new partitions, new epoxy finish on the bathroom floors removing the worn dated quarry tile, new showers and transforming outdated public restrooms into a new boater's laundry and staff storage room in the existing building. The proposed 700 sf south addition includes a new boater's lounge, staff office, breakroom and a covered porch overlooking the marina. with ADA and Michigan Uniform Energy Code compliance. Client: Michigan Department of Natural Resources. Completion in 2022

BELLE ISLE TRAILHEAD, DETROIT, MICHIGAN

The Belle Isle Trailhead is a hiker and cyclist-friendly facility that serves as the southern terminus of Michigan's 2,000+ mile Iron Belle Trail. The project includes a new restroom building, parking lot with bioswale rain garden, public art, and other visitor amenities. The Restroom building is four ADA compliant family restrooms with a plumbing alley and storage with long overhanging porch roofs on each side. The project required coordination of LARA Plan Review and design services include all phases of work from production of concept graphics through construction drawings and construction administration.

SOUTH BEACH MASTER PLAN AT SOUTH HAVEN MICHIGAN

Community master plan concept solutions for South Beach to seamlessly blend with the recently installed splash park along the Black River Channel. Services include: conditions assessment report, programming public and family ADA restrooms, changing huts, concessions and a beach shop, taking historical uses, and additional needed shade into schematic planning to repair, renovate or start new with online survey provisions for residents' comments and preferences and public City of South Haven City Council presentations. Final project report completed in 2020



EDUCATION

Master of Science - Geotechnical Engineering
University of Wisconsin, Madison, WI 2016

Bachelor of Science - Geological Engineering and Geology
University of Wisconsin, Madison WI 2014

CERTIFICATIONS

Professional Engineer
State of Wisconsin 2021

NICK STEFANI, PE ENGINEER

ILLINOIS BEACH STATE PARK SHORELINE STABILIZATION, ZION, IL

The project goal is to provide shoreline stabilization to protect and enhance a six mile, highly eco-sensitive coastline on Lake Michigan. Managed an extensive sand survey over lakebed in front of the park. The sand survey also included researching existing data and the permit requirements to dredge sand from Lake Michigan as beach nourishment is extremely uncommon in that water body. Provided oversight and design optimization while the proposed solution was tested in a physical model. The work included altering and refining structures to reduce costs and maximize shoreline stabilization.

OAK CREEK SHORELINE STABILIZATION. OAK CREEK, WI

Provided engineering services to design a traditional rock revetment to mitigate wave induced toe erosion. The project is unique in that the City of Oak Creek must build into the lake, much more than typically allowed by the agencies, due to environmental and constructability constraints. Services also included monitoring the bluff for erosion after significant storms, field surveying for bathymetry, engineering support to obtain applicable grants for construction.

OGDEN DUNES SHORE PROTECTION, OGDEN DUNES, IN

Provided engineering design services to reduce extensive overtopping and erosion induced by high Lake Michigan water levels for the village of Ogden Dunes shoreline, including approximately 100 households. Two of the existing steel sheet pile walls had failed due to extensive toe scour in front of the wall. The work included coastal engineering calculations and modeling to design an engineering solution to address the overtopping and erosion. The final design was a rock revetment adapted to be placed quickly with smaller than typical stone due to local sourcing restrictions. The stone needed to be placed as quickly as possible due to two sheet pile walls completely failing.

WHISTLING STRAITS SHORELINE NATURAL STABILIZATION, KOHLER, WI

Assisted the design of a rock revetment to protect the golf course's shoreline while trying to maintain the site aesthetics. Evaluated the coastal processes and local shoreline responses to identify areas where naturally occurring retreat could be allowed to continue without impacting course operations, and where physical protection needed be added. Assisted in developing a solution mix of natural pocket beaches and low profile and absorbing stone revetments. The proposed engineering solutions needed to be invisible from the course, perched on the bluff above, to allow natural processes to proceed with as little interference to the golfer's sight lines as possible.

SOUTH BAY MARINA, GREEN BAY, WI

South Bay Marina is in Green Bay, WI and the marina received a Boating Infrastructure Grant to alter the marina opening. The marina currently experiences adverse harbor tranquility and experience a significant damage on April 17, 2020. Constructed Spectral Wave and Boussinesq Wave Models to design different gap openings and protection strategies.





EDUCATION

Bachelor of Landscape Architecture
University of Georgia, 2019

HONORS & AWARDS

LAF Olmstead Scholar 2019
Dean's Beacon Award Winner
UGA Employee of the Year Nominee

BEN GLADSTONE

Designer

CAPE VINCENT WATERFRONT PARK

Hired by the Town of Cape Vincent, Edgewater Resources was tasked to revision a public waterfront park that connects the water's edge to downtown Cape Vincent. The project involved a multi-day community charrette which created consensus among project stakeholders and their constituents. Edgewater developed a four-phase masterplan that incorporated the current needs, future community plans, and its extensive history. Furthermore, Edgewater Resources continued the project by securing funding in the form of community block grants, boating infrastructure grants, and private donations to implement the masterplan.

ADELAIDE POINTE

A waterfront development, created through a private-public partnership, Adelaide Pointe is a mixed-use project that will act as boating hub for recreational boaters in Western Michigan. The project incorporates public lands along its waterfront and will facilitate a continuous waterfront park that spans over one mile. This project implements highly sustainable practices including a soft, living shoreline edge, improved water quality practices, rainwater harvesting, solar energy production, habitat restoration, and mass-timber construction. This project will serve as the next benchmark for sustainable private and public developments in Michigan.

HARBOUR POINTE PARK

Edgewater Resources provided preliminary engineering, feasibility, and conceptual land planning and master planning for an undeveloped parcel in Ft. Pierce, Florida. Harbour Pointe Park is a sustainable, working wharf and public park in St. Lucie County. This project dedicates its extensive shoreline as a public amenity that provides open space for the public, wildlife refuge, and ground water recharge for park visitors.

MELBOURNE RIVERWALK

Edgewater conducted a FEMA flood code compliance assessment, environmental due diligence for permitting the marine structures and identified potential grant funding opportunities for the project. Edgewater used these assessments to develop a comprehensive Marina Feasibility and Master Plan to evaluate future marina and waterfront development opportunities to identify the best use of the site along with estimated project costs. Edgewater prepared several conceptual designs of the marina configuration with various shoreline protection measures including living breakwaters (spoil islands stabilized with armor stone and populated with wetland vegetation, mangrove, and oyster reefs), construction of a new bulkhead and design of a riprap revetment to stabilize the existing bulkhead. Edgewater conducted pre-application meetings with the Corps and FDEP, based on those discussions a final design option was selected and environmental permit applications have been submitted. FDEP and Corps permit applications are currently being processed to authorize shoreline stabilization and a new floating dock marina. Grant applications are also being prepared to assist with project funding.

HERITAGE HARBOR

Edgewater Resources was retained to conduct market research for permitting feasibility for a new marina and waterfront on the Illinois River. Conducted a high-level analysis of the floodway/floodplain boundaries to verify current elevations and flood designations per current FEMA maps.



AWARDS

Award of Excellence: Whetstone Brook Plan; Vermont Chapter ASLA; 2018
Commendation: Suitland Towne Square; Virginia Chapter ASLA; 2017 Honor Award: Whetstone Brook Plan; Potomac Chapter ASLA; 2017
ULI Award of Excellence: Dalian on the Park; Philadelphia Chapter; 2017 Merit Award: 3001 Washington Boulevard; Design Arlington Award; 2015
LEED Project of the Year: O'Neill Federal Office Building; USGBC National Capitol Region; 2014 People's Choice Award: O'Neill Federal Office Building; AIA Chesapeake Bay Chapter; 2013
Merit Award: Wharf District Park; Boston Chapter ASLA; 2010
Green Good Design Award: U.S. Census Bureau Headquarters; Chicago Athenaeum; 2009
Charter Award: Crystal City Master Plan; CNU; 2009
Honor Award: Wharf District Award; Maryland/Potomac Chapters ASLA; 2008
Merit Award: North Shore Park; Maryland/Potomac Chapters ASLA; 2008
Merit Award: U.S. Patent and Trademark Office; Maryland/Potomac Chapters ASLA; 2007
Honor Award: Woodland Park; Maryland/Potomac Chapters; 2006 Rudy Bruner Silver Award: Discovery Communications Headquarters; Bruner Foundation; 2005
Honor Award: International Friendship Park; Ohio Chapter ASLA; 2004 Award for Excellence: Celebration, Florida; ULI; 2002
Project of the Year: Ft Nelson Park; ABC Kentucky Chapter; 1998
Honor Award: Disney's Boardwalk Resort; Georgia Chapter ASLA; 1996 Honor Award: Centennial Olympic Park; Georgia Chapter ASLA; 1996
U.S. Army Corps of Engineers Annual Award; Belvedere Connector; 1995 Honor Award: Penn State Research Park; Potomac Chapter ASLA; 1995 Honor Award: Sallie Mae headquarters; Potomac Chapter ASLA; 1994
Merit Award: 100 Peachtree; Georgia Chapter ASLA; 1993
Merit Award: Dulles Corner; Potomac Chapter ASLA; 1991
Exceptional Amenity: Dulles Corner; Fairfax County Design Awards; 1989 APA Award: Dulles Corner; National Capital Chapter APA; 1988
APA Award: Wisner Property; Louisiana Chapter APA; 1986
APA Award: Jackson Downtown Plan; Mississippi Chapter APA; 1985
White House Award: Tenneco Regional Headquarters; American Association of Nurserymen; 1984

carmichael
ASSOCIATES, LLC

DENNIS CARMICHAEL, FASLA, LEED AP

Principal: Carmichael Associates LLC

Dennis Carmichael, FASLA, LEED AP, was a principal with EDAW for 30 years with a focus on placemaking in the public realm. With dozens of built projects around the country, his work in public places is characterized by the use of narrative, cultural and historical references in landscape solutions. His work incorporates principles of sustainability at all levels and his projects have earned Silver, Gold, and Platinum ratings from LEED. Dennis has received over forty design awards and his work has been published in such magazines as Landscape Architecture, Urban Land, and Architecture. He served as President of the American Society of Landscape Architects and also as President of the Landscape Architecture Foundation.

Alexandria Waterfront Plan; Alexandria, Virginia. Detailed landscape plans for up to ten acres of new parks and open spaces in association with a two mile long waterfront initiative. *Client: City of Alexandria*

Belvedere; Louisville, Kentucky. Design for a six acre rooftop garden renovation atop an existing parking structure overlooking the Ohio River. *Client: Louisville Development Authority.*

Centennial Olympic Park; Atlanta, Georgia. Design for 25 acre park in downtown Atlanta that was the central public gathering space of the 1996 Summer Olympics. *Client: Georgia World Congress Center.*

Disney's Port Orleans Resort; Orlando, Florida. Master plan and landscape design for 3,000 room resort including gardens, and a mile long canal and walkway system. *Client: Disney Development Company.*

Disney's Boardwalk Resort; Orlando, Florida. Landscape design of 800 room hotel and retail center including 3,000' long wood boardwalk. *Client: Disney Development Company.*

Disney's Coronado Springs Resort; Orlando, Florida. Master plan and landscape design for a 3,000 room resort featuring three distinct landscape and architectural themes. *Client: Disney Development Company.*

International Friendship Park; Cincinnati, Ohio. Design for a 25 acre riverfront park along the Ohio River. Plans included pathways for walking and cycling interwoven among gardens. *Client: Cincinnati Park Board.*

North Shore Riverfront Park; Pittsburgh, Pennsylvania. Design of a mile long waterfront park and promenade connecting two new stadiums. *Client: Sports and Exhibition Authority.*

Ross's Landing; Chattanooga, Tennessee. Design of a six acre park and plaza associated with an aquarium on the Tennessee River. *Client: River City Company.*

Wharf District Park; Boston, Massachusetts. Design of a four acre park atop a tunnel for Interstate 93, part of the Big Dig project that reconnected the historic downtown to Boston Harbor. *Client: Massachusetts Turnpike Authority.*

Greening Capital Square; Lansing, Michigan Master plan for a six acre urban park on the site of an existing parking lot in the center of the state government complex. *Client: Edgewater Resources.*

EDUCATION

Bachelor of Landscape Architecture, SUNY College of Environmental Science and Forestry, 1976

PROFESSIONAL REGISTRATIONS

Registered Landscape Architect: Maryland; Virginia; Louisiana; New York.



Section V - Work Samples

To view the relevant work samples Edgewater and Carmichael curated for this project, please follow this link: [Oak Creek Work Samples](#)

The projects chosen are as follows:

Edgewater Resources

- Oak Creek Bluff Stabilization
- 31st Street Harbor
- Decatur Master Plan
- Euclid Waterfront
- Ft. Pierce Breakwater
- Waukegan Master Plan
- Port of Rochester
- Illinois Beach State Park



Carmichael

- Alexandria Waterfront
- Centennial Olympic Park
- North Shore Riverfront Park
- Ross's Landing
- Westphalia Central Park
- Wharf District Park



Section VI - Approach



6.1 Focused Stakeholder and Public Engagement

Edgewater will work with the City to define a list of stakeholders representing both development interests and social/cultural interest. Stakeholder Interviews will be conducted as part of a proposed two or three day work session that will include the initial design charrette where the vision will be introduced and then be vetted to develop a viable candidate list of buildable and affordable design opportunities. On the morning of the first day, we will meet with representatives of the City of Oak Creek and ancillary consultants with tangential involvement and relevant knowledge of the constraints of the site. Representatives from Federal and State regulators who may have jurisdictional influence will also be invited to participate for information sharing. The purpose of this meeting will be to gather and review the existing planning documents and other relevant studies related to the history and obligations associated with the project area.

Following this review, as appropriate, we will tour the site with these representatives to identify and document key issues in the field as well as garner a physical understanding and shared appreciation for the vision of the space. The afternoon will be devoted to meeting with representatives from interested civic groups in the form of individual stakeholder interviews. Meeting notes will be prepared to document the issues and topics discussed.

On the second day, the planning team will incorporate the comments received from the Stakeholder Interviews and develop some initial alternative design concepts, incorporating accommodations for phasing of the work and setting very preliminary cost expectations. These will be developed into rough graphic imagery with annotated discussion and presented to the City for review and focusing.

On the third day, or after a longer internal review period if required by the City, upon receiving any requested concept alternations from the City, the concepts will be solidified into up to four preliminary concept plans. Edgewater will then host a series of evening open houses, allowing the public to see the results of the design process and engage with the design team. The public will be invited to share their thoughts and comments of the concept designs. Using preference scoring and the comments, Edgewater will then prepare a single Draft Consensus Plan and summary report for the City.

The Deliverables are expected to be:

- Stakeholder Input Notes
- Basis of Design Notes
- Concept Graphics
- Public Meeting Notes
- Draft Consensus Master Plan
- Documentation of Draft Consensus Master Plan development

6.2 Priority Metrics for Conceptual Designs

In conjunction with the City, Edgewater will establish a set of priority metrics



that need to be embodied in every preliminary concept, and the subsequent draft consensus plan. The approach would frame the following for each concept:

- Roles/benefits of the public, non-profit and private sectors
- Plausible revenue support, and operating expense implications
- Policy considerations – public and private access, fee recovery, etc.
- Economic, fiscal, and community benefits.

These core elements will be summarized and organized to build consensus around identified priorities, which would then be further exploited to arrive at the draft consensus plan. The components of the draft consensus plan will have already been vetted through the preliminary concept plans as approved by the City prior to any public reveal. As justification to the plans, Edgewater will develop initial order-of-magnitude cost implications, phasing opportunities, and economic and community benefits, for each preliminary concept



Finally, Edgewater will outline the specific steps necessary to implement the Consensus Plan and to assist The City of Oak Creek to plan for internal and grant funding cycles and opportunities. It will build on the merits and value of the plan components and establish a funding strategy to utilize a similar effort as the catalyst for future projects. Edgewater will identify a broad range of specific steps and a potential timeline necessary to get project development underway.



Section VII - Concept Development

7.1 Initial Waterfront Ideas

Edgewater Resources was responsible for, and is the Engineer-of-Record for, the planning and design of a shoreline protection system doubling as a public promenade to stabilize and prevent further failure of the north bluff. The evolution of that design is based upon specific regulatory constraints. As such there are unique and prescriptive dictates to abide to, to satisfy both regulatory concerns and the whims of Mother Nature. However, those parameters do not necessarily limit the actual forms of what can occur or be achieved along the waterfront. In fact, there are many exciting and even iconic opportunities to introduce the Oak Creek lakefront as a premier community amenity. Additionally, these concepts may be applied at other stretches of the shoreline from the Peter Cooper Site to Bender Park. In fact, some concepts are more feasible and cost effective at other locations than Peter-Cooper

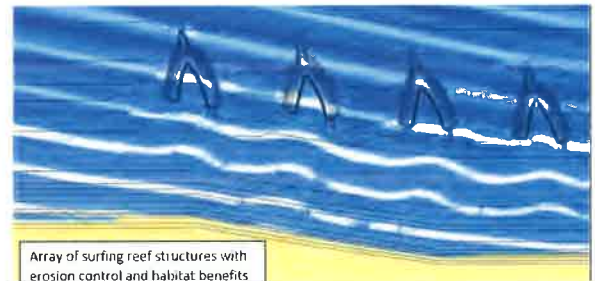
Edgewater's philosophy is to achieve creativity, originality, and excellence in design, while being pragmatic and realistic in what is truly feasible - physically, economically and socially.

The basic shoreline revetment/promenade solution to bluff erosion protection and stabilization can be leveraged to offer many value-added amenities to the community. However, any and all of the ideas discussed herein are specifically tailored NOT to compromise or intrinsically modify the basic shoreline stabilization design as submitted for permit approval. These supplemental opportunities generally fall into three areas: nearshore enhancements, shoreline enhancements and bluff face/top enhancements.

7.1.1 Nearshore Enhancements:

Most desirable water amenities are those that can be introduced in the nearshore without needing to touch, or only softly touch, the bluff area. These opportunities can be implemented after the primary toe protection/promenade is created and some may be candidates for grant support, particularly those that offer eco-habitat potential.

Submerged reefs to modify nearshore wave climate to make the shoreline waters safer and more suitable for recreational lake swimming. Some reefs can be shaped to intentionally exploit wave action to amplify surfing opportunities, while others can be arranged to improve nearshore water quality. The submerged reefs could also be there simply for habitat purposes. We could sink specific structures to increase habitat and even promote snorkeling or SCUBA diving.



Community pier/jetty provides a natural extension for the promenade out into the lake. The pier head is necessarily both wave and ice hearty and provides angler access to deeper water. The pier can be surrounded by submerged fish habitat. The pier can also be configured to accommodate day tie-ups of recreational boats for those visiting Oak Creek parks from the water side.



Pocket Beaches for recreational uses such as swimming or personal paddle/wind craft launching and/or for inducing ecological recovery of the shoreline.



Small nearshore island breakwaters create wave shadows, reducing wave action reaching the bluff toe to allow beaches to naturally form. The islands can provide aquatic and avian habitat, and excellent angling opportunities. Coupled with the pier, the wave shadow of an island breakwater archipelago system can provide semi protected emergency safe harbor area for small boats during storms. The islands could also create a linked chain of destinations for kayak/canoe traffic that could extend from Bender Park.



The largest potential opportunity is to introduce some opportunity for boat moorage along the shoreline up to and including a marina. From the marine side the most logical opportunity is immediately south of the MMSD facility where water depths are naturally deeper due to littoral processes. Edgewater explored such an option with the city prior to settling on the re-vetted shoreline design, because it offered due benefit of also replacing the needed toe armoring of the bluff. However, there is no natural land access to the area, nor physical ground for needed parking and marina infrastructure. The marina concept may still have merit if considered elsewhere including in front of the water intake facility, perhaps coupled with the festival pier and/or protected by habitat islands instead of a traditional breakwater. Or, the city could leverage the existing parking and flat area associated with Bender Park and construct a marina north of the existing county park. It may even be possible to help redirect littoral transport to help the existing deposition hindering the Bender Park Public Boat Launch



7.1.2 Shoreline Enhancements:

Behind the toe revetment and along the promenade multiple passive and active amenities can be created and will transform the shoreline revetment promenade into a linear park, connecting with the parks further south. Such options can include:

Creating waypoints for overlooks and integrated access pathways that go down to the waterline. Specifically selected stones can make terraces to access the water.



The lake experience can be made multi-sensory with the inclusion of sound emanating from the shore. **A wave driven pipe organ** can be built into the rock face, which generates tones with every wave.



Introduce a weather resistant lake level boardwalk, bypassing of water plant. This allows a direct linkage to park areas to the south, and because it hovers over the lake, it presents a major opportunity for angling. Security of the water intake facility is maintained by the physical separation of the boardwalk from the shore.



7.1.3 Bluff Face/Top Enhancements:

The bluff face offers structural challenges to ensure long term stability and resilience against both lake effects and groundwater induced slumping. The vertical relief of the bluff could also be viewed as a liability in terms of access. However, the same relief can be leveraged into iconic amenities to increase the popularity of the lakefront, even without requiring direct lake contact. The bluff face becomes its own asset.

Develop active and passive linkages between top of bluff and lakefront that provide unobstructed accessible overlooks. Passive connections down to the waterfront could be meandering ADA pathways passing through terraced and landscaped bluff face.



Create iconic active connection such as a cog train/funicular, or even a water/gravity powered incline lift requiring no mechanical power.



Leverage the view afforded by the bluff and the natural grade to create a lakeside amphitheater sculpted into the bluff face. In a phased approach, the amphitheater could be coupled with the lake pier to invite both land and water-based experiences at the waterfront. As discussed later, a temporary (summer only) movable floating stage can be added to augment the waterfront experience. This amphitheater could also be a unique asset for the existing 4th of July fireworks display.



Introduce bridging for pedestrian crossings of ravines. Embrace site "industrial" history using steel or heavy timber bridges such as old train trestles for pedestrian access from north to south.



Beautify the bluff face with vegetation, natural terracing, small capture ponds and pools, and cascading water features. It may be possible to collect and reuse bluff drainage water to feed ponds and augment water features.



Utilize grade differences on bluff face to create active recreational opportunities.



7.2 Initial Park Amenities That Could Be Included

Making the Oak Creek waterfront more iconic and attractive to both the local community and the regional market, the plan must integrate programming with physical interest. The linear park is distant from the commercial heart of the community so the park system must stand alone as the attraction. While strong linkages will be developed to connect the nearby neighborhoods to the waterfront, the motivation to visit the lakefront is still required. As a linear park, the waterfront opportunities areas spread across a wide swath rather than being conveniently co-located in a focused activity area. Therefore, Edgewater will address opportunities that can distribute the patron interests along the length of the shoreline with possible nodes of different activities and/or experiences that engage the entire length of the waterfront.

Examples of innovative amenities that can be integrated into the original design, or added at future times, include:

Multi-generational/multi-seasonal recreational events – creating intentional activities that can be permanent or seasonal but are conducive to recreational enjoyment by all ages, such as an interactive LEDteeter totter area along the promenade that by its very nature, is best presented in a linear fashion.



Given the long length of the park, particularly once connected to the existing parks to the south, historically themed transit: from a trolley system to pedal rickshaws can ply the length of the path for visitors not seeking to walk or run the distance.



Utilizing the festival pier as a base, develop a program for floating cinema visible from the amphitheater and from boaters idling around the pier.



A removable floating event platform/stage could be appended to the pier or some other location along the shore to facilitate waterfront concerts, weddings, small theatrical productions.



With the bluff face amphitheater or even just along the promenade, the waterfront becomes the ideal viewing opportunity for fireworks over the Lake



An outdoor artwork park along the length of the promenade provides passive cultural discovery pleasure and is readily changeable by theme or season



The most iconic yet inexpensive amenity is to transform the park into a 24-hour experience. Adding lights along the length of the promenade, especially in the form of gas torches provides ambiance that is attractive from land and water and beckons to the regional market to come and enjoy.



7.3 Strategies for Lake-Level Interaction

The site is challenged by both steep vertical geometry and long, narrow promenade. Linking the North Bluff area to the existing Lake Vista and Bender parks needs to comfortably occur at both the top of bluff and along the water's edge. Along the top of bluff, the site is incised by both natural ravines and sculpted by access roadways. To link the North Bluff area with the existing south areas, elevated grade crossings or bridging of pedestrian paths must occur. Paying tribute to the history of the site, Edgewater would explore preserving the heritage by employing industrial themed solutions for the crossings such as introducing historic rail structures built in the traditions of a century past, using actual rail car bodies as the structural form.

The community's Water Intake facility is a high value, secure installation, situated at the waterfront and bisecting a natural path extension to join the north bluff area with the Vista Park and Bender Park shorelines. Ideally there should be no contact access to the facility for the general park users. Often this security prescript can be achieved with simply a real or perceived separation of space. A swath of open water and/or change in elevations may be all that is required to enforce security. Other than providing a top of bluff bypass route, it is possible to create a lake level bypass of the shoreline path by building a pile-supported promenade pier out over the water's edge. It is possible to design such a structure to resist and weather both wave force and ice shove with essentially a zero-bottom footprint. Examples of such design by the team is shown in the figures with specially designed pile shapes to address the ice issue.



7.4 Integrating Lakeshore Commons and Future Upland Development

The upland development areas west of the waterfront site, including the planned Lake Shore Commons residential development need to link to the activity along the lake. Currently, there is only one physical link that connects the North Bluff waterfront to the bluff top, and that link is a restricted vehicular road not owned by the City. Further access down to the waterfront is by an informal pedestrian trail only. There is no link between the North Bluff area and Vista and Bender parks.

We propose to create a more extensive system of connections linking both north-south along the lake as well as east-west, negotiating the bluff face. As shown in the accompanying figure, the system will encourage alternative modes of movement including walking, biking, roller-blading, and much more (A). This emphasis on connectivity is stressed with both high and low use corridors. The former would include bridging over the ravine (B) to sidestep possible conflict issues with the Water Intake facility, and a pathway along the base of the bluff (C). Ceating transitions along the bluff will provide active and passive linkages between the top of the bluff and the lakefront. How the two corridors link can vary and may include cog trains, terraces, and ADA ramps (E).

The proposed connections would be routed back into the Oak Leaf trail system to increase regional connectivity. With greater connectivity, comes more opportunity for recreation and amenities. Specific amenities are discussed in other sections and will be further clarified in the design charrette process. Furthermore, the system will explore how and where



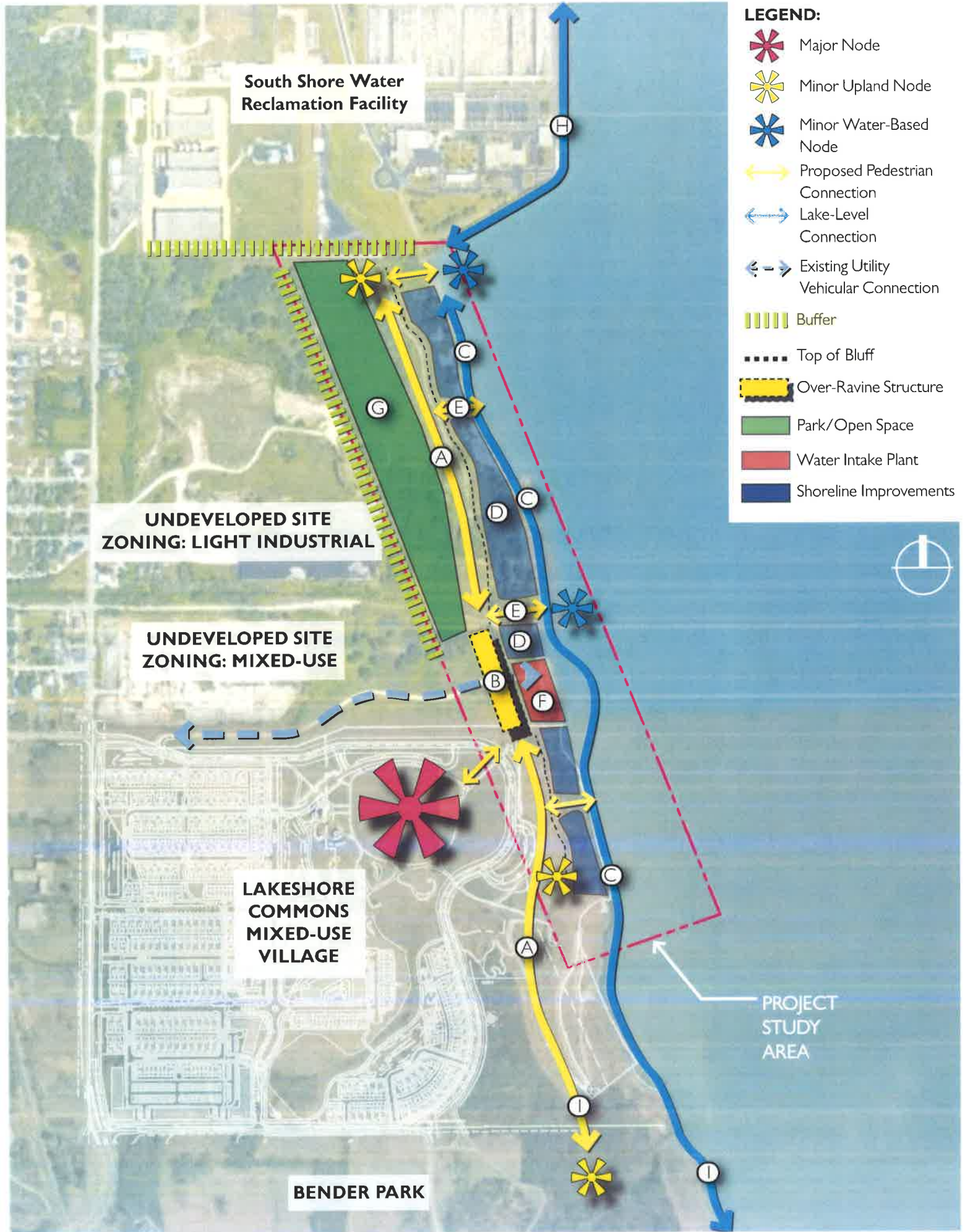
spaces can be used for larger community events including: concerts, festivals, educational programs, and much more (G).

In tandem with the Bluff to Lake Transitions, the design leverages the views and natural grade to create various spaces including but not limited to amphitheaters, overlooks, and much more (D). An emphasis will be made for universal ADA design along all lake-level routes as well as safety/security. In particular, the connectivity plan will respect both real and perceived security conflict between the Water Intake facility and the need for continuous public space along the bluff and lakefront. To mitigate this, a storm resilient elevated pier/boardwalk will route users around and away from the Water Intake facility (F).

The plan will also explore access opportunities from the south at Bender park (I), and from the north around the MMSD facility (H). The northern half perimeter of the MMSD installation is technically publicly accessible and may be leveraged to offer increased access to the lower North Bluff area for both anglers and waterfront users. Similarly, a lakefront connection extending from the Bender Boat Launch ramp in the south, past Vista Park then creates three points of approach to the core area. The latter is also beneficial if the City chooses at some future time to introduce some sort of marina or docking facility north of the boat launch. This connection creates a continuous waterfront experience of more than 2 miles, reaching to South Milwaukee.

Finally, the development of Lake Shore Commons should not drive the access solution to the park, as the physical constraints of the site are best accommodated in only a few locations and means. However, the Master Plan design intent is to bring the energy of the lakefront inland, so that the experience can begin nearer 5th Avenue and thus more strongly connect with established neighbors to the west.





7.5 Preliminary Cost Estimate for Various Initial Components

The following table summarizes the types of planning ideas previously introduced. The table suggests the nature of the element, the feasibility/challenges to the element, and a likely cost range.

Enhancements	Features	Feasibility	Cost Range
Nearshore:			
Small nearshore island breakwaters	Reduce wave action reaching bluff, creates natural beaches, marine habitat, protected area for watercraft.	Medium/Hard Permitting Climate	\$8M Per \$1K Feet of Shoreline
Community pier/jetty	Angler access to deeper water, submerged fish habitat, tie up points for boats.	Medium Permitting Climate	\$8M Per 300 Feet (Volatile Steel Price)
Pocket Beaches	Recreational areas for swimming, wind craft, and improves shoreline ecological recovery.	Medium Permitting Climate	\$5M Per \$1K Feet of Shoreline
Submerged reefs	Modify wave climate, safer swimming conditions, exploit wave action to amplify surfing opportunities.	Medium Permitting Climate Degraded Wave Protection	\$3M Per \$1K Feet of Shoreline
Shoreline:			
Marina	200 Slip Brand New Marina/W Breakwater	Medium/Hard Permitting Climate	\$7K Per Foot of Breakwater \$35K Per Boat Slip
Waypoints for Overlooks and Integrated Access Pathways	Enhance and beautify natural change in lakeside environments	Little to No Permit Issues	(Highly Variable)
Wave Driven Pipe Organ	Unique multi-sensory experience	Little to No Permit Issues	< \$500K
Weather Resistant Lake Level Boardwalk	Creates a major angling opportunity, direct linkage of park areas, secures the water intake facility.	Medium/Hard Permitting Issues Requires Careful Coordination with City Water Intake	\$5K Per Foot
Bluff Face/Top:			
Trails Between Bluff and Lakefront	ADA accessibility to bluff lakefront areas and overlooks.	No Limitations	\$15/LF for crushed stone \$40/LF for poured concrete
Active Connection: Cog Train, Water/Gravity Powered Incline Lift	Iconic feature, can be made to require no mechanical power	More Engineering Design Required	>\$1M
Lakeside Amphitheater	Can be coupled with the lake pier to invite both land and water-based experiences.	More Engineering Design Required	>\$5M
Bridging for Pedestrian Crossings of Ravines	Historic accent, provides greater access from north to south.	Requires Careful Coordination with City Water Intake	\$500K

7.5.1 Cost Effective Solutions

There is no single solution to shoreline protection, but given no other constraints, the most natural and most effective breakwater is a beach. Unfortunately, there are always constraints or other objectives to be addressed. There is a trade equivalency that must be achieved between the nature/cost of the material available versus the amount of material, or equivalently the amount of real estate needed, to satisfy the goal. The economics and the regulatory limitations then dictate what the form of the design should be. If using more smaller material is cheaper than less large material for the same result, then the economics would dictate the former. But if the regulatory restrictions call for minimum footprints, then the latter is the required solution. Edgewater would apply Value Analysis to identify the path that achieves the most benefit for the given investment. To do so involves performing functional analysis of the different components of the design to satisfy a given need.

As an example, the surface composition of the pedestrian promenade could be finished in accessible crushed stone, asphalt or even concrete slab. All could be equally adequate for walking, jogging and biking. However, the durability of each varies drastically, as does cost. The following table gives an example comparison of a design selection process to pick a finish based on weighting of performance factors (1 best – 9 worst). These qualitative numbers can be converted to quantitative comparisons in the actual design effort. Actual scoring and weighting factors would be developed in conjunction with the City to help resolve the final selections.



Material	First Cost	Maintenance Cost	Resilience	Total Score
Crushed Stone	2	7	8	17
Asphalt	5	3	4	12
Concrete	9	2	2	13

However other factors can be brought into the consideration such as constructibility and adaptability to future needs or improvement. A comprehensive comparison might quickly show crushed stone as the best solution.

The biggest opportunity for the City is to view the entire plan as being phaseable by intent. But phaseable is not limited to just financial considerations and can look more at physical opportunities. The goal is to leverage each opportunity as it develops, but to not leave the project at risk until that opportunity develops. An example could be designing to accept a short term interim imperfect bluff slope stability, if sufficient free fill material is not available to fully stabilize the bluff, but then to be easily repairable or extendable. Similarly, because access to the lakefront is already physically challenging and limited to only a few natural corridors, the plan must be devised to make the design work to meet its primary function with or without full accessibility, yet still provide provisions for its introduction at a future time. Finally, the design evolution must be aware of the potential funding opportunities and how they can be applied to supporting the design intent. The design then becomes fluid and built to utilize the prescriptive funding opportunities as leverage to complete the work.

7.5.2 Materials and Supply Chain Challenges

The present design solution for both the bluff stabilization and the toe erosion protection is based on readily available, locally supplied materials. The preset cost structure of many of the needed materials has been heavily inflated due to recent high lake levels and general supply chain issues. With falling lake levels, some pressure may be relieved on prices and demand as a loss of urgency settles over the coastal community. Some materials do have natural availability limitations due to seasonal weather implications that preclude quarrying of rock, pouring of concrete or accessing the site for ecological reasons. Careful scheduling of work phases will be used to avoid those windows to assure maintenance of critical path schedule.

Various strategies can be implemented as partial counters to the inflation and supply chain issues.

1. The City may consider pre-purchasing materials and stockpiling them for contractor use. This better controls both cost variability by eliminating the contractor markup, and also assures availability when needed.
2. As possible, the design can be developed with intentional wider tolerances so as to allow for alternative materials to substituted and still perform adequately within the design parameters. In addition, the designs will be developed based on standard production sizes and categories to increase the likely hood of availability of the material when needed.

7.5.3 Maintenance Considerations

Inevitably, there is always a cost and risk level associated with trading off a higher first cost, characterized by presumably lower maintenance requirements, with lower first cost designs but which would require more frequent, and perhaps more extensive upkeep. Working along the waterfront only sharpens that contrast, as risk is more difficult to control and less predictable. Access to the project area to perform maintenance further complicates the decision as to what the best path to implementation might be. Edgewater will explore the risk tolerance the City has for maintenance and can provide various cost pro forms, if desired, to assist in deciding whether and which higher first cost/lower maintenance strategies versus lower first cost but increased maintenance should be incorporated into the design solution.

7.5.4 Grant Opportunities

The project may be eligible for grant support based on various aspects of the project need and objectives. Edgewater will coordinate with the City from project outset to understand the eligibility requirements of identifiable grant applications, considering scope requirements, matching fund requirements and timing. Edgewater will determine which grants may be able to be leveraged to serve as matching funds for other grants. Edgewater will then use those viable grant opportunities to flavor the design focus in order to maximize the value of the grant contribution by integrating those grant elements into the basis of design.



Section VIII - Timeframe

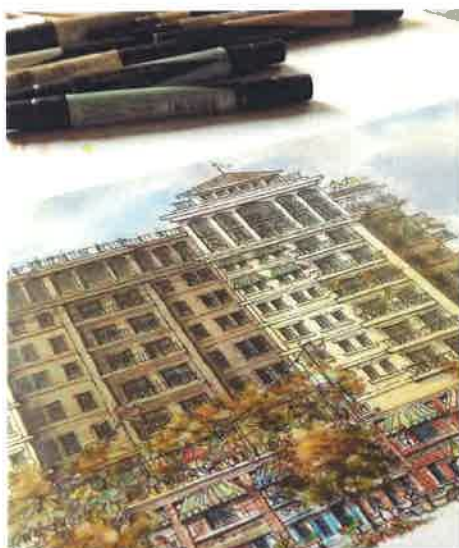
The Edgewater Resources proposed scope anticipates a roughly 3 month completion time frame. Because significant input from stakeholders and also allowing for the public process to acquire public input and reaction to ideas, a minimum three week window is suggested in the schedule. This can be extended by the City if desired, but the intent is to move the planning process rapidly and linearly forward so that a plan can be linked with grant opportunities and deadlines. Based on this goal a 12 week schedule is outlined below.

X	Project Milestone
	Schedule Timeframe
	Schedule Leeway

Activity	Week	06/07	6/13	06/20	06/27	07/04	07/11	07/18	07/25	08/01	08/08	08/15	08/22
Data collection													
Charrette													
City Review					X								
Public Comment							X	X					
Plan Development													
City Final Review													X
Grant Review													



Section IX - References



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Parks & Rec Master Plan 2014, 2019
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Decatur Park District Executive Director
Nelson Park Master Plan and Decatur Park District Master Plan 2013
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Dale Brockamp
DNR
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MDNR – Parks and Recreation Division
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treadwella@michigan.gov

CARMICHAEL REFERENCE:
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City of Alexandria, Virginia Department of Planning and Zoning
Alexandria Waterfront
703 746 3804
karl.moritz@alexandria.gov





Section X - Firm & Team Capacity



Edgewater Resources and Dennis Carmichael ensure the working capacity to complete the Oak Creek North Bluff Planning study and all elements highlighted in section 6, Methodology and Approach. Members of the team who are principally involved are Gregory Weykamp and Jack Cox of Edgewater Resources, and Dennis Carmichael of Carmichael Associates.

Edgewater anticipates that the proposed scope of work will involve 500-600 staff hours to perform, Considering only the nine staff indicated in the organization chart, and with an average aggregate utilization rate of 75%, that is approximately 4300 staff hours annually, or 360/month.



Edgewater projects this effort to involve approximately 500-600 staff hours to be performed over a 2-3 month interval. Therefore Edgewater has adequate capacity to address the assignment.

As necessary Edgewater and Carmichael may draw from it's remaining staff of specialists for technical, graphic, and analytical support.



Section XI - Cost Breakdown

Following is a summary of the primary tasks and deliverables anticipated for this effort. The allowance for each task is approximate, with the only limitation that the total overall budget for the effort is a not-to-exceed amount of \$80,000. Individual task values may be adjusted as the effort evolves, and emphases may change value, focus and importance of each task.

TASK	ALLOWANCE
Design Charette (Including Subconsultant)	\$28,800
Public Outreach	\$6,400
Concept(s) Development + OPCC	\$33,400
Expenses (Travel and Materials)	\$6,600
Grant Research	\$4,800
TOTAL	\$80,000





City of Rochester

Office of Planning
City Hall Room 223B, 30 Church Street
Rochester, New York 14614-1290
www.cityofrochester.gov

Section XII - Supporting Information

XII

May 21, 2019

To Whom It May Concern:

It is with pleasure that I write this letter of recommendation, on behalf of the City of Rochester, for Edgewater Resources. The City hired Edgewater to design and help manage the construction of the Port of Rochester Marina, which opened in 2016.

In the early phases of our marina project, Edgewater completed a thorough regional marina market analysis to determine the appropriate slip mix, size, and lease rates. They also helped prepare an application for a USFWS Boating Infrastructure Grant, which resulted in \$1.45 million in federal funding to kick off the project and leverage additional funding.

Edgewater also led the community engagement component of the planning process. This required the Edgewater team to address a range of contentious issues, including parking and public access. Despite the argumentative tenor of some community members, the Edgewater team treated the community with respect and worked hard to build trust. They were able to help the community visualize how a parking lot could be transformed into a beautiful public marina.

Additionally, environmental and geotechnical conditions, combined with the problem of a notoriously damaging wave surge, set up multiple engineering and design challenges for the Edgewater team. As proven by the successful construction and operation of the marina, the design met all of these challenges. Fortunately, the marina design also considered the potential for high water on Lake Ontario. When we saw record high water levels the year after the marina opened, the Port of Rochester Marina was the only marina in the harbor to remain fully operational. The design has won awards and feedback from our boaters is consistently very positive.

Occupancy and lease rates have exceeded projections. By the third season, the marina had a waiting list. Edgewater advised us to include several slips in our marina that were larger than any other in the harbor, even though the community expressed doubts about the market. We listened to Edgewater's recommendation and now the beautiful yachts are a visitor attraction at our waterfront.

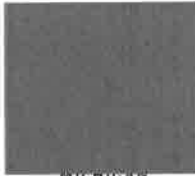
The Edgewater team worked hard to help us see the vision through to reality. A very long series of master plans dating back as far as 1965 included a vision for a marina in the area, and through persistence, sound market research, thoughtful engineering, and partnership with the City of Rochester, they helped us finally make it happen. They are competent and easy to work with. We look forward to working with them again in the future.

Sincerely,

A handwritten signature in black ink that reads "Dorraine Kirkmire".

Dorraine Kirkmire
City of Rochester, Manager of Planning

585 428 6698
585 428 6054



MITCHELL
OFFICE OF THE MAYOR

10.12.18

Dear Greg,

How can I express in one tiny note the depth of gratitude I feel for the beautiful, history-honoring, future-focused facility Holland can call home for generations to come?!!

Your fine team emerged with understanding, professionalism, and hope from the fog of whatever meeting or controversy. You stayed focused on the best way forward, helping us tell our own story and believe in →

a dream that had been thwarted so many times.

You have given Holland a priceless gift: grateful, growing human connections. Everyone who enters feels that she belongs and has a family to be proud of. The design is brilliant; it is a family room with family photos, living room, team space (social stairs), and rec room (farmers market/industrial). Without you, I don't think it would have happened. God bless you!
So grateful. Nancy DeBoer ©

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How can I express in one tiny note the depth of gratitude I feel for the beautiful, history honoring, future-focused facility Holland can call home for generations to come?!!

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So grateful,
Nancy DeBoer



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/03/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Insurance Management Service, Inc. 501 Main Street PO Box 88 Saint Joseph MI 49085-0088	CONTACT NAME: Gretchen French PHONE (A/C, No, Ext): (269) 983-7101 E-MAIL ADDRESS: gfrench@imsinsuranceagency.com	FAX (A/C, No): (269) 983-7109
	INSURER(S) AFFORDING COVERAGE	
INSURED Edgewater Resources LLC Edgewater Group MI LLC 518 Broad St Ste 200 Saint Joseph MI 49085-3906	INSURER A: Cincinnati Insurance Co.	NAIC # 10677
	INSURER B: Accident Fund National Insurance Company	12305
	INSURER C: New Hampshire Insurance Company	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL2232211077 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			ENP 0042405	08/29/2021	08/29/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			ENP 0042405	08/29/2021	08/29/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist \$ 1,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			ENP 0042405	08/29/2021	08/29/2022	COMBINED SINGLE LIMIT EACH OCCURRENCE \$ 8,000,000 AGGREGATE \$ 8,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	100011944	03/02/2022	03/02/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability Claims Made Form			06498916906	05/07/2021	05/07/2022	Per Claim \$2,000,000 Per Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 City of Oak Creek, and its officers, council members, agents, employees and authorized volunteers are named as an Additional Insured on the General Liability.

CERTIFICATE HOLDER City of Oak Creek 8040 S. 6th Street Oak Creek WI 53154	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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COMMON COUNCIL REPORT

- Item:** A Resolution to Update and Restate the Public Depositories for the City of Oak Creek
- Recommendation:** The Personnel & Finance Committee recommends Common Council approval of Resolution No. 12337-062122 restating public depositories for the City of Oak Creek.
- Fiscal Impact:** The City will save \$15,000 annually in custodian fees by changing custodians for City assets from BMO to Charles Schwab.
- Critical Success Factor(s):**
- Vibrant and Diverse Cultural Opportunities
 - Thoughtful Development and Prosperous Economy
 - Safe, Welcoming, and Engaged Community
 - Inspired, Aligned, and Proactive City Leadership
 - Financial Stability
 - Quality Infrastructure, Amenities, and Services
 - Not Applicable

Background: The City is required to update the list of approved public depositories allowed to be used for the investment of public funds. The City receives annual financial statements or verification of the advisors' ability to act as an investment advisor in the state. These items are reviewed by the Assistant City Administrator/Comptroller and City Treasurer to ensure that the public funds are still safe and being handled appropriately.

One of the approved advisors, Ehlers Investment Partners (Ehlers), advised that the current custodian of City assets, T.D. Ameritrade Institutional, had been acquired by Charles Schwab Corporation. Ehlers explored and compared several different options for the safekeeping of the City's investment assets. After careful consideration, Ehlers has selected Pershing Advisor Solutions, LLC to assume the role of custodian for Ehlers' client assets. The custodial account and related reporting tools will continue to be provided at no cost to the City.

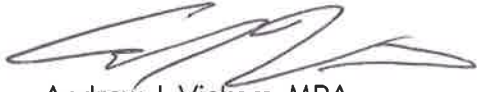
In addition to Ehlers' custodian change, staff is proposing to change the custodian of assets currently held with Marshall & Ilsley (M&I) Bank (BMO). In December 2021, BMO notified the City their intent to terminate advisory services for all clients. The BMO account's advisory services were transferred to DANA Investment Advisors (DANA); however, the custody of the City's assets remains with BMO. As of January 1, BMO is charging the City a \$15,000 minimum for annual custodian fee for the accounts managed by DANA. Staff has worked with DANA to solicit a more cost effective solution, and recommends changing custodians to Charles Schwab. Charles Schwab will provide custodian services to the City for no annual fee.

In conjunction with the above requests, staff is requesting removal of T.D. Bank N.A., T.D. Bank USA, N.A., T.D. Ameritrade Institutional, Marshall & Ilsley (M&I) Bank (BMO), and Marshall & Ilsley (M&I) Trust Company N.A. (BMO) from the list of authorized public depositories for the City of Oak Creek.

The Personnel & Finance Committee reviewed this proposal at their June 15th meeting. The Committee agreed with staff's recommendation for the public depository update and are forwarding it to the Common Council for their review and approval.

Options/Alternatives: The Common Council could reject the Personnel and Finance Committee recommendation and direct Staff to research other custodians for the City's investment assets.

Respectfully submitted:



Andrew J. Vickers, MPA
City Administrator

Prepared:



Sara Kawczynski
City Treasurer

Fiscal Review:



Maxwell Gagrin, MPA
Assistant City Administrator / Comptroller

Attachments: Resolution No. 12337-062122

RESOLUTION NO. 12337-062122

BY: _____

**A RESOLUTION RESCINDING RESOLUTION NO. 11817-060617 AND
RESTATING PUBLIC DEPOSITORIES FOR THE CITY OF OAK CREEK**

WHEREAS, Chapter 34, Wis. Stats. establishes the conditions and qualifications for public depositories, including financial institutions that act as investment and intermediary agencies for municipalities; and

WHEREAS, S. 62.12(7), Wis. Stats. provides for the designation by the Common Council of the City of Oak Creek of public depositories in which City funds shall be deposited; and

WHEREAS, the City previously adopted Resolution No. 11817-060617, which identified the financial institutions that are designated as public depositories for the City of Oak Creek; and is updated to add a financial institution for safe keeping/custody options, Pershing Advisor Solutions, LLC and Charles Schwab Corporation; and

WHEREAS, financial institutions, T.D. Bank N.A, T.D. Bank USA, N.A, T.D. Ameritrade International, Marshall & Ilsley (M&I) Bank (BMO), and Marshall & Ilsley (M&I) Trust Company N.A. (BMO), are no longer being used and are recommended for removal from the list; it has become timely for the City to restate the listing of authorized public depositories for the City of Oak Creek.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Oak Creek that Resolution No. 11817-060617 hereby rescinded; and

BE IT FURTHER RESOLVED that the following, qualified as public depositories under Ch. 34, Wis. Stats., shall be considered as public depositories of the City of Oak Creek for time deposits, repurchase agreements and authorized investments:

Bank Mutual
Dana Investment Advisors, Inc.
Ehlers Investment Partners
JPMorgan Chase Bank N.A.
JPMorgan Chase Bank Trust Company N.A.
American Deposit Management Co.
Pershing Advisor Solutions, LLC
Charles Schwab Corporation
Tri-City National Bank – Oak Creek
Hometown Bank

BE IT FURTHER RESOLVED, that withdrawal or disbursements shall be only by checks and order, as provided in S. 66.0607(6), Wis. Stats., and a system shall be provided to properly accommodate deposit or investment of such funds by wire; that in accordance therewith, all checks and orders shall be signed by the following persons: the City Clerk, the City Treasurer, and countersigned by the Mayor, and shall so be honored.

Introduced at a regular meeting of the Common Council of the City of Oak Creek held this 21st day of June, 2022.

Passed and adopted this 21st day of June, 2022.

President, Common Council

Approved this 21st day of June, 2022.

Mayor

ATTEST:

City Clerk

VOTE: Ayes _____ Noes _____

COMMON COUNCIL REPORT

Item: License Committee Report

Recommendation: That the Common Council grant the various license requests as listed on the 6/21/2022 License Committee Report.

Fiscal Impact: License fees in the amount of \$1,095.00 were collected.

Critical Success Factor(s):

- Vibrant and Diverse Cultural Opportunities
- Thoughtful Development and Prosperous Economy
- Safe, Welcoming, and Engaged Community
- Inspired, Aligned, and Proactive City Leadership
- Financial Stability
- Quality Infrastructure, Amenities, and Services
- Not Applicable

Background:

1. Grant an Operator's license to (favorable background reports received):
 - * Cory K. Toivonen (no employer listed)
 - * Dennis J. Schmidt Jr. (Pick 'n Save)
 - * Michelle A. Marunowski (Woodman's)
 - * Monica L. Solloa (Pick 'n Save)
 - * Natalie C. Winkelmann (Aldi)
2. Grant an Amusement Device license and device tags to Jerry Fleisner, Badger Amusement Vending, 990 Richard St., Lomira.

Options/Alternatives: None

Respectfully submitted:



Andrew J. Vickers, MPA
City Administrator

Prepared:



Christa J. Miller CMC/WCMC
Deputy City Clerk

Fiscal Review:



Maxwell Gagin, MPA
Assistant City Administrator / Comptroller

Attachments: none

COMMON COUNCIL REPORT

Item: Vendor Summary Report

Recommendation: That the Common Council approve the June 15, 2022 Vendor Summary Report in the total of \$1,120,508.79.

Fiscal Impact: Total claims paid of \$1,120,508.79.

Critical Success Factor(s):

- Vibrant and Diverse Cultural Opportunities
- Thoughtful Development and Prosperous Economy
- Safe, Welcoming, and Engaged Community
- Inspired, Aligned, and Proactive City Leadership
- Financial Stability
- Quality Infrastructure, Amenities, and Services
- Not Applicable

Background: Of note are the following payments:

1. \$8,939.12 to Anova (pg #2) for trash cans, Project #22027.
2. \$67,052.26 to Bestco UA (pg #3) for July retiree insurance.
3. \$10,400.00 to Dept. of Ag, Trade, & Consumer Protection (pg #6) for annual weights and measures inspection.
4. \$35,617.11 to E. H. Wolf & Sons, Inc. (pg #7) for fuel inventory.
5. \$18,309.39 to Enterprise FM Trust (pg #7) for DPW vehicle lease monthly payment, Project #19024.
6. \$6,435.00 to Haskin & Karls (pg #9) for legal research relating to Lake Vista.
7. \$445,856.59 to IKEA Property, Inc. (pg #9) for payment per developer agreement.
8. \$13,736.90 to Kansas City Life Insurance Co. (pgs #10-11) for July disability insurance.
9. \$6,714.00 to Kings Catering (pg #11) for tent package for 2022 Beer Gardens (Tourism).
10. \$5,945.28 to Oak Creek Water & Sewer Utility (pg #15) for Digger's Hotline services and water/sewer quarterly fees.
11. \$64,606.00 to Oak Creek - Franklin Joint School District (pg #15) for 50% of 2022 Joint Platform payment.
12. \$5,000.00 to Pitney Bowes Bank Reserve Account (pg #16) for postage refill.
13. \$7,600.00 to Plunkett Raysich Architects, LLP (pg #16) for professional services relating to Fire Station No. 3 dorm space renovation, Project #22009.
14. \$5,121.69 to Ray O'Herron Co., Inc. (pg #15) for body armor replacement, Project #19011.

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15. \$27,965.00 to Riley Construction Company, Inc. (pgs #17-18) for BD Bond Refund.
 16. \$6,500.00 to Roofing Consultants Ltd. (pg #18) for consulting on Civic Center clock tower & roof flashing, Project #22016.
 17. \$7,233.82 to Securian Financial Group, Inc. (pg #19) for July employee life insurance.
 18. \$16,375.00 to Tyler Technologies, Inc. (pg #22) for consulting services.
 19. \$78,686.76 to US Bank (pgs #27-40) for equipment and vehicle maintenance, travel and training, supplies, building maintenance, dues and publications, license fees, data lines, Verizon phone services, legal notices, and office supplies.
 20. \$82,020.00 to US Marshals Service (pg #1) for seized money.
 21. \$15,085.62 to WE Energies (pgs #1 & 22) for street lighting, electricity & natural gas.
 22. \$5,040.96 to Western Culvert & Supply (pg #23) for culvert & guardrail supplies.
 23. \$13,434.32 to WI Court Fines & Surcharges (pg #23) for May court fines.
 24. \$42,652.59 to WI Dept of Transportation (pg #23) for construction services relating to Safe Routes to School & design of W Drexel Avenue, Projects #20028 & #21017.

Options/Alternatives: None

Respectfully submitted:



Andrew J. Vickers, MPA
City Administrator

Prepared:



Kristina Strmsek
Assistant Comptroller

Fiscal Review:



Maxwell Gaglin, MPA
Assistant City Administrator/Comptroller

Attachments: 6/15/2022 Invoice GL Distribution Report

COMMON COUNCIL REPORT

Item: Authorizing payment of bills, debts and obligations.

Recommendation: That the Common Council adopt Resolution No. 12338-062122, a Resolution authorizing payment of bills, debts and obligations.

Fiscal Impact: There is no further fiscal impact other than potentially saving on interest charges or late fees.

Critical Success Factor(s):

- Vibrant and Diverse Cultural Opportunities
- Thoughtful Development and Prosperous Economy
- Safe, Welcoming, and Engaged Community
- Inspired, Aligned, and Proactive City Leadership
- Financial Stability
- Quality Infrastructure, Amenities, and Services
- Not Applicable

Background: The Common Council voted to hold only one meeting in the month of July 2022, on July 19, 2022. This leaves four weeks before the July 19, 2022 meeting and would put some of our bills past due if not paid. Per State Statute 62.12(6), "unless otherwise provided by law, City funds should be paid out only by authority of the Council." The attached resolution will allow the Finance Department to create a vendor summary report and cut and release checks as if there were still a meeting on July 5, 2022. At the July 19, 2022 meeting, we will provide the Council with a vendor summary report from July 5, as well as a vendor summary report for July 19.

Options/Alternatives: Hold all bills until July 19, 2022 and potentially incur interest charges or late fees.

Respectfully submitted:



Andrew J. Vickers, MPA
City Administrator

Prepared:



Kristina Strmsek
Assistant Comptroller

Fiscal Review:



Maxwell Gagin, MPA
Assistant City Administrator/Comptroller

Attachments: Resolution No. 12338-062122

RESOLUTION NO. 12338-062122

RESOLUTION AUTHORIZING PAYMENT OF BILLS, DEBTS AND OBLIGATIONS

WHEREAS, the Common Council has decided to cancel the Common Council meeting that had been scheduled for July 5, 2022; and,

WHEREAS, Wis Stats §62.12(6) provides that “unless otherwise provided by law, City funds should be paid out only by authority of the Council”; and,

WHEREAS, City bills, debts and obligations may become delinquent because of the cancellation of the July 5, 2022 Common Council Meeting; and,

WHEREAS, Common Council desires to ensure that all bills, debts and obligations of the City are paid in a timely manner.

NOW THEREFORE, BE IT RESOLVED that the Common Council hereby authorizes the payment of City bills, debts and obligations that become due during the month of June 2022 to be paid in accordance with state and local law prior to the approval of the vendor summary report for the July 19, 2022 Common Council meeting.

BE IT FURTHER RESOLVED that any bills, debts and obligations that are paid pursuant to this Resolution after the June 15th vendor summary report has been approved, but prior to approval of the vendor summary report by the Common Council for the July 19th meeting be included in the vendor summary report for the July 19, 2022 Common Council meeting.

Introduced at a regular meeting of the Common Council of the City of Oak Creek held this 21st day of June 2022.

Passed and adopted this 21st day of June 2022.

Kenneth Gehl, Common Council President

Approved this 21st day of June 2022.

Mayor Daniel Bukiewicz

ATTEST:

Catherine A. Roeske, City Clerk

VOTE: Ayes _____ Noes _____