



"Changing our World One Drop at a Time"
Waterford Waterway Management District
www.waterfordwwmd.com

Board of Commissioners Meeting Minutes
April 16, 2016

1. Call to Order, Roll Call

Chairman Barb Baron called the meeting to order at 8:20 AM at the Waterford Town Hall, Waterford, WI. Commissioners also present were Don Baron, Gary Bluemel, Paul Kling, and Dave Spurlock.

2. ESR Expenditure

- ✓ A motion was made by Chair. B. Baron to approve an expenditure of \$1,500 for a Graef proposal for professional services to provide assistance in developing funding options for the Waterway Ecosystem Restoration Project. 2nd by Cmr. D. Spurlock. Vote: 7 Yes, 0 No.

3. Adjournment

- ✓ A motion to adjourn was made at 8:22 AM by Chair B. Baron, 2nd by Cmr. Spurlock. Vote: 5 Yes, 0 No.

Respectfully Submitted,

Paul Kling
WWMD Secretary



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April 8, 2016

Barbara Baron
Waterford Waterway Management District
P.O. Box 416
Waterford, WI 53185

Subject: Waterford Waterway Ecosystem Restoration Project,
Planning Assistance

Dear Barbara:

Per your request, Graef-USA Inc. (GRAEF) is pleased to provide this proposal to the Waterford Waterway Management District (Client). This proposal is for professional services to provide assistance in developing funding options for the Waterway Ecosystem Restoration Project (Project). This proposal is subject to GRAEF's Standard Terms and Conditions, a copy of which is attached and incorporated by reference.

For this Project, GRAEF proposes to provide the following Basic Services:

- Meet with the steering committee to facilitate a discussion regarding funding options for the dredging project, including a base fee plus additional assessment based on benefit. One meeting of approximately two hours at the Waterford Town Hall is included.
- Assist the steering committee in drafting a resolution for a straw vote.

GRAEF will endeavor to perform the proposed additional Basic Services per the following schedule assuming authorization is received by April 8, 2016:

- Meet with the steering committee on Friday, April 22 at 9:00 A.M.

For this Project, it is our understanding Client will provide the following services, items and/or information:

- Arrange a venue for the meeting.

For the proposed Additional Basic Services, Client agrees to compensate GRAEF on a time and materials basis for an estimated fee of \$1,500. The hourly rate for Larry Witzling is \$153.

At your written request, GRAEF will provide the following Additional Services that are not included but can be provided for additional compensation as detailed below:

- Assist in preparation of riparian/resident survey;



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- Attend and facilitate additional meetings (two meetings are included in the basic services); and
- Prepare exhibits and boards to facilitate the meetings.

To accept this proposal, please return a signed and dated copy via U.S. Mail or E-Mail. Upon receipt of an executed copy, GRAEF will commence work on the Basic Services for the Project.

Graef-USA Inc. looks forward to providing additional services to Waterford Waterway Management District.

Sincerely,

Graef-USA Inc.

Accepted by: Waterford Waterway Management District

Larry Witzling, AIA
Principal

(Signature)

Brian Schneider, PE, LEED® AP, CDT
Environmental Group Manager

(Name Printed)

(Date)

Attachments: GRAEF Standard Terms and Conditions

BWS:bws

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