

**PARKS, RECREATION,
& NATURAL
RESOURCES
COMMITTEE**

**Thursday, September 24,
2020**

6:30 PM

McFarland Municipal Center
Community Room

AGENDA

You are invited to this meeting through a Zoom webinar. The Public is strongly encouraged to watch and participate in these meetings remotely through either the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/89721427218>

Or by Telephone: +1 (312) 626-6799

Webinar ID: 897 2142 7218

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
 - a. This is an opportunity for members of the public to address the Village Board. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to cassandra.suettinger@mcfarland.wi.us to be included as part of the meeting.
3. APPROVAL OF MINUTES.
 - a. Discussion and action regarding minutes of the meeting held on August 27, 2020.
4. BUSINESS.
 - a. Presentation and public input regarding planning for pickleball court development project.
 - b. Discussion regarding planning for pickleball court development project.
 - c. 7:45 pm TIME CERTAIN - Presentation of an Eagle Scout project titled Marsh Woods Interpretive Trail Rehabilitation.

- d. Discussion and action to make a recommendation to the Village Board regarding park plan for the proposed Rosewood Fields Subdivision.
 - e. Discussion regarding parks project planning for 2021.
 - f. Discussion and action to make a recommendation to the Village Board regarding the appointment of the Village Forester.
 - g. Presentation of the Parks Superintendent's monthly report.
5. SCHEDULE NEXT MEETING DATE.
- a. Thursday October 22, 2020 at 6:30 p.m.
 - b. Discussion and proposal to set the upcoming November and December meetings.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at 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. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

Parks, Recreation, and Natural Resources Committee

Meeting Minutes (DRAFT)

August 27, 2020

1. CALL TO ORDER, ROLL CALL. Meeting was called to order at 6:30 p.m. via Zoom by Village Trustee and Chair Carolyn Clow. Roll call: Clow, John Feldner, Sarah Kuba, David Wilson, Chuck Rolfsmeyer, Darrell Waldera, Katharine Pease, Dan Kolk. Absent: Clair Utter.

Staff present: Matt Schuenke, Village Administrator; Sayer Larson, Parks Superintendent; and Phil McDade, public works staff.

2. PUBLIC APPEARANCES. None.

3. APPROVAL OF MINUTES.

a. Discussion and action regarding the minutes from the Parks, Recreation and Natural Resources Committee meeting held on July 9 2020. Kolk motioned, Waldera seconded, to approve the minutes of the July 9, 2020 meeting. Motion passed 8-0-0.

4. BUSINESS

a. Discussion and action to make a recommendation to the Village Board on the updating of Fees in Chapter 44 regarding Parks. As outlined in the packet, the proposed changes update fees for park facility rentals, tightens language for park shelter and facility rentals, adds a non-resident senior citizen fee for the dog park, and updates fees for water vessel storage. Kolk proposed a change in the language to replace “water vessel” with “water craft.” Clow motion, Kolk seconded, to recommend approval of the fee schedule with the replacement language proposed by Kolk. Motion approved 8-0-0.

b. Discussion and update regarding planning project on the development of a Special Needs Park. Kerry White of Learning Landscapes Design LLC presented information on a village survey for a special needs park. The survey indicated a majority of those surveyed preferred Cedar Ridge Park as the first choice for the Special Needs Park location. Restrooms and shade were indicated as top priorities for the park. The committee did not take action on the item.

c. Presentation and discussion regarding planning for pickleball court improvement project. Blake Thiesen of Parkitecture & Planning outlined a proposal for the construction of four pickleball courts and additional amenities at Siggelkow Road Park at the intersection of Siggelkow Road and Valley Drive. The proposal included: an initial four courts, with the potential to expand to eight courts; a parking lot that could also be expanded; a playground; restrooms; and a walking path through adjacent woods. Estimated cost is \$529,510. An alternate site for the courts could be at Lewis Park, where six courts could be built either north or south of the walking path just east of the park shelter for an estimated cost of \$301,425. The committee discussed at length the appropriate park in which to locate the courts. The committee did not take action on the item.

d. Discussion and action to schedule public input session for master planning projects at Community Park and McFarland Park. Clow motioned, Kolk seconded, to have a community meeting on master planning for William McFarland Park (4820 Marsh Road) at 6 p.m. and the McFarland Community Park (3234 County Highway AB) at 7 p.m. on Sept. 17, 2020, via Zoom. Motion passed 8-0-0.

e. Discussion regarding conceptual park plan for the proposed Rosewood Fields Subdivision. The committee discussed a proposed park for the Rosewood Fields subdivision, west of County Highway AB and east of Peninsula Way. The 3.2-acre park would feature a playground equipment and seating area with a large open playing field, adjacent to a railroad line, and separated by trees and native plants. The committee did not take action on the item.

f. Discussion and action to make a recommendation to the Village Board to revise Chapter 3 (Vegetation Management Use Policy) in order to adjust Library within the categories. The committee discussed moving E.D. Locke Public Library from Category Z, where it was mistakenly placed, to Category C in Chapter 3 of the Vegetation Management Use Policy, in line with other public buildings in the village. The committee also discussed where to place the John Urso Dog Park in the policy, and whether it should be in a herbicide-free zone or a zone where herbicides are sometimes used. Clow motioned, Kolk, seconded, to recommend to the Village Board to accept the revised Chapter 3 language, and in addition move the dog park from Category Z to Category C in the policy. Motion approved 7-1-0 with Kuba voting against.

g. Discussion and action to make a recommendation to the Village Board regarding a grant application with GameTime for playground equipment at Ridgeview Totlot. The committee discussed three potential pieces of playground equipment to choose from for the grant application. Clow motioned, Kuba seconded, to recommend to the Village Board the “Puddle Pod” playground equipment for the grant application. Motion approved 8-0-0.

h. Discussion and action to repair observation deck and install telescope to viewing station at Lewis Park. The committee discussed two options – Option #1 at a cost of \$9,200, and Option #2 with a cost of \$10,400 – for repairing the observation deck along with the purchase and installation. Clow motioned, Pease seconded, to recommend Option #2. Motion approved 8-0-0.

i. Presentation of the Parks Superintendent monthly report. Larson presented information regarding challenges with bees and other stinging insects at the Dog Park, installation of a new sign at Brandt Park as part of a comprehensive sign replacement program, removal of trees from the Grandview Conservancy, and water quality testing at McDaniel Park.

5. SCHEDULE NEXT MEETING DATE.

a. Thursday, September 24 2020 at 6:30 p.m.

6. ADJOURNMENT Kolk moved, Clow seconded, to adjourn the meeting. Motion passed 9-0-0. Meeting adjourned at 9:08 p.m.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, September 24, 2020

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Presentation and public input regarding planning for pickleball court development project.

PREVIOUS ACTION:

The Parks Committee met on January 23, 2020 to review the planning proposal and accepted it as a recommendation to the Village Board.

The Parks Committee met on April 16, 2020 to review options and desired to pursue this improvement within Lewis Park.

The Parks Committee met on May 28, 2020 to review options and still consider Siggelkow Road Park but with some changes to the initial plan at that location.

The Parks Committee met on August 27, 2020 to review both options for the improvements at the locations noted. They further requested public input on the project to assist in their review of the project.

ISSUE SUMMARY:

At our last meeting the Committee specifically discussed development of Pickleball Courts at either Siggelkow Road Park or Lewis Park. As part of that discussion, the Committee desired to receive public comment on the plans as to what people felt about either or both projects. To that end, Staff notified neighbors within 500' of the park, posted information on the website, social media, newspaper, and through the cable channel to market these plans and direct individuals to this meeting to provide their comment. Those not able to attend but still desiring to provide comment were afforded the opportunity to do so by submitting a letter or email to Staff. We are in the process of collecting these messages and will transmit all written comments received to the Committee on the afternoon prior to the meeting.

Our plan for this meeting will be for Staff to provide a presentation on the project and then for those that wish, we will provide them an opportunity to give their input on the project. After the presentation and input session is complete, the Committee will further discuss the feedback received and the enclosed plans as part of their next agenda item.



A summary of the plan at each location:

- **Siggelkow Road Park** - There are presently no constructed amenities within this park. Several opportunities are suggested within the Parks and Open Space Plan of which what is proposed here is consistent with. The enclosed plan for this park will add a four pickleball courts and an offstreet parking lot as part of the first phase. Future space is allocated on the plan for a second phase that will provide for four additional courts plus more parking off street. Phase 1 also includes a playground for kids, recreational trail into the woods, and public restroom to serve the courts, playground, and adjoining trail on Siggelkow Road.
- **Lewis Park** - This park is a bit more developed at the present with an existing shelter, bathrooms, parking facilities, playground, baseball, sand volleyball, and ice skating/hockey in the winter. The plan calls for the addition of six courts at this location generally where hockey is situated in the winter requiring it to be moved to a new location. It also allows for the expansion of the parking lot in the future as might be needed. The plan for the use of this amenity would be to draw from the existing amenities for parking and bathrooms that exist on the site and originally created for other purposes.

The timeline for the project is generally to design the amenity at its desired location in the winter, construct in the spring, and begin use the early summer of 2021. Receipt of public input as a result of what's proposed is meant to assist the Committee as part of its deliberations on how to move forward.

FINANCIAL/BUDGET IMPACT:

The cost estimates for either project are as follows:

- **Siggelkow Road Park**
 - Phase 1 - \$529,510.18
 - Phase 2 - \$126,120.10
 - Total - \$655,630.29
- **Lewis Park**
 - Total - \$301,424.85

Funding for the project in either case could be supported through borrowed money in the Capital Project Fund (400), park impact fees within the Parks Fund (405), or a combination thereof. Historically for large projects such as these we have tried to split the cost between the two so that some of it is picked up by impact fees and then some also through borrowed money.

For reference, the Parks Fund had a fund balance of \$750,085 as of December 31, 2019 after we



did not use any of these monies in the previous year. Collections in 2020 remain strong but we will use about \$75k in fund balance this year. This is less than what was projected when the budget was adopted which is a testament to another strong year of collections. This will lower the fund balance as of the end of this year likely under \$700k but would remain sizable to provide a significant contribution towards this project helping to lower the need for borrowed funds.

VILLAGE PLAN REFERENCE:

[Outdoor Recreation and Open Space Plan 2019-2023](#) - Pickleball is included within this plan trying to place an "emphasis on the provision of areas and facilities for those of varying physical abilities that can support lifetime recreational exercise activities" (Page 28). There are many different examples of this, this is not the only item that fits this definition. There were four locations identified within this plan for this improvement: 1) future Eastside (Community) Park; 2) William McFarland Park; 3) Highland Oaks Park; and 4) ***Siggelkow Road Park***. The latter is the only park most suitable for this improvement at the present while the other three proposed present certain challenges. This doesn't rule out Lewis Park but simply provides background on what this plan would suggest and that Lewis Park was not recommended for this amenity. Furthermore, earlier in this report the definition was provided on Neighborhood Park.

[McFarland 2020-2030 Strategic Plan](#) - This plan established a goal to "support the development of active and passive recreational amenities that appeal to all age groups and abilities" (Page 10). One of the strategies to achieve this goal as outlined within the plan is to "develop new and diverse park system amenities for indoor and outdoor use that are not currently offered in our Community" (Page 10). While not something that has a league behind it or established programs through the Recreation Department, this amenity certainly fits the objective that was created here based on the interest we have seen from the public previously on the matter. As the Committee has discussed previously, it is more inclined to create the space and allow for those things to develop over time.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

The information within this agenda item will be presented for the benefit of the public to understand the Committee's work thus far and then we will also take public comment. No action is needed on this item.

ATTACHMENTS:

1. Pickleball - Siggelkow Road Park
2. Pickleball - Lewis Park

File: Z:\20.010 McFarland Pickleball\CAD\w SIG_rev2.dwg Layout: SIGGELKOW User: bluem Plotted: Jul 28, 2020 -- 10:56am



OPINION OF PROBABLE CONSTRUCTION COSTS



Project: McFarland Pickleball – Siggelkow Park
Date: July 28, 2020

GENERAL

Item	Qty.	Unit	Unit cost	Item Total	Comments
MOBILIZATION	1	LS	\$8,000.00	\$8,000.00	
EROSION CONTROL	1	LS	\$3,000.00	\$3,000.00	
DEMOLITION	1	LS	\$5,000.00	\$5,000.00	
EARTHWORK	1	LS	\$15,000.00	\$15,000.00	
			SUBTOTAL	\$31,000.00	

PAVEMENT

DENSE GRADED BASECOURSE	1636	TN	\$18.00	\$29,455.38	
PARKING LOT	690	TN			12"
CONCRETE	231	TN			12"
COURTS	679	TN			12"
STREET REPAIR	37	TN			
ASPHALT PAVEMENT	424	TN	\$85.00	\$36,050.20	
PARKING LOT	240	TN			3.5"
COURTS	174	TN			3"
STREET REPAIR	10	TN			
CONCRETE PAVEMENT 5-INCH	3119	SF	\$7.00	\$21,833.00	
SIDEWALK	3119	SF			
THICKENED EDGE WALK	700	SF	\$7.00	\$4,900.00	
COURT SURFACING	9088	SF	\$1.33	\$12,087.04	
DETECTABLE WARNING PANELS	12	SF	\$35.00	\$420.00	
PAVEMENT MARKINGS	1	LS	\$3,500.00	\$3,500.00	
WHEEL STOPS	1	EA	\$400.00	\$400.00	
REGULATORY SIGNS	1	EA	\$250.00	\$250.00	
			SUBTOTAL	\$108,895.62	

UTILITIES

UNDERDRAIN - 4"	380	LF	\$20.00	\$7,600.00	
STORM SEWER – 6"	90	LF	\$35.00	\$3,150.00	
SANITARY SEWER – 4"	265	LF	\$60.00	\$15,900.00	TIE TO EX. LATERAL AT ROW
ELECTRICAL SERVICE	1	LS	\$6,000.00	\$6,000.00	
WATER LATERAL	100	LF	\$60.00	\$6,000.00	NEW SERVICE
SHUT OFF VALVE AND TAP	1	EA	\$2,500.00	\$2,500.00	NEW SERVICE
			SUBTOTAL	\$41,150.00	

SITE AMENITIES

RESTROOM BUILDING	1	EA	\$120,000.00	\$120,000.00	
BIKE RACK	1	EA	\$1,000.00	\$1,000.00	
BLEACHERS	2	EA	\$1,600.00	\$3,200.00	
SHADE STRUCTURES	2	EA	\$12,000.00	\$24,000.00	
COURT FENCING EXTERIOR	376	LF	\$50.00	\$18,800.00	8' HEIGHT
COURT GATES	3	EA	\$900.00	\$2,700.00	
COURT EQUIPMENT	4	EA	\$1,200.00	\$4,800.00	PER COURT
COURT LIGHTS	2	EA	\$5,000.00	\$10,000.00	
			SUBTOTAL	\$184,500.00	

LANDSCAPING

SHRUB BEDS	1	LS	\$2,000.00	\$2,000.00	
TREES	12	EA	\$425.00	\$5,100.00	
LAWN RESTORATION	1	LS	\$6,000.00	\$6,000.00	
WOODLAND PATH	1	LS	\$20,000.00	\$20,000.00	NATURAL SURFACING
STORMWATER MANAGEMENT AREA	1	LS	\$10,000.00	\$10,000.00	
			SUBTOTAL	\$43,100.00	

Total	\$408,645.62
10% Contingency	\$40,864.56
BASE BID COST	\$449,510.18

OWNER PURCHASED PLAYGROUND

EQUIPMENT AND SURFACING	1	LS	\$80,000.00	\$80,000.00	
			TOTAL BASE BID PROJECT COST	\$529,510.18	

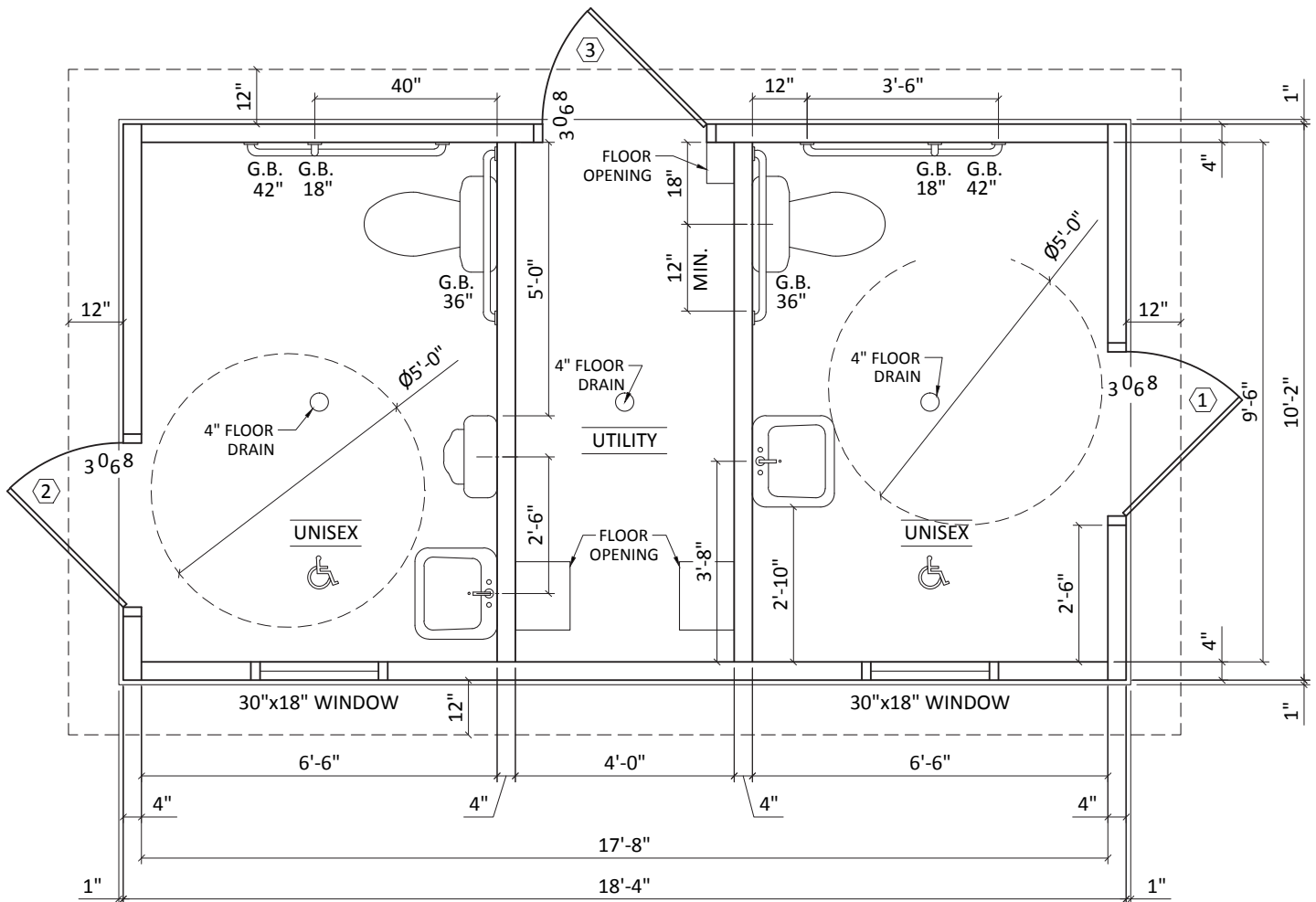
FUTURE PHASES						
EARTHWORK	1	LS	\$3,000.00	\$3,000.00		
DENSE GRADED BASECOURSE	781	TN	\$18.00	\$14,055.74		
PARKING LOT	238	TN			12"	
COURTS	543	TN			12"	
ASPHALT PAVEMENT	222	TN	\$85.00	\$18,891.82		
PARKING LOT	83	TN			3.5"	
COURTS	139	TN			3"	
CONCRETE PAVEMENT 5-INCH	620	SF	\$7.00	\$4,340.00		
SIDEWALK	620	SF				
COURT SURFACING	7276	SF	\$1.33	\$9,677.08		
PAVEMENT MARKINGS	1	LS	\$1,000.00	\$1,000.00		
BLEACHERS	2	EA	\$1,600.00	\$3,200.00		
SHADE STRUCTURES	2	EA	\$12,000.00	\$24,000.00		
COURT FENCING EXTERIOR	213	LF	\$50.00	\$10,650.00	8' HEIGHT	
COURT FENCING INTERIOR	204	LF	\$35.00	\$7,140.00	4' HEIGHT	
COURT GATES	1	EA	\$900.00	\$900.00		
COURT EQUIPMENT	4	EA	\$1,200.00	\$4,800.00	PER COURT	
COURT LIGHTS	2	EA	\$5,000.00	\$10,000.00		
SHRUB BEDS	1	LS	\$2,000.00	\$2,000.00		
LAWN RESTORATION	1	LS	\$1,000.00	\$1,000.00		
Total				\$114,654.64		
10% Contingency				\$11,465.46		
FUTURE PHASE COST				\$126,120.10		
TOTAL PROJECT COST				\$655,630.29		





- RESTROOM -

BADGER



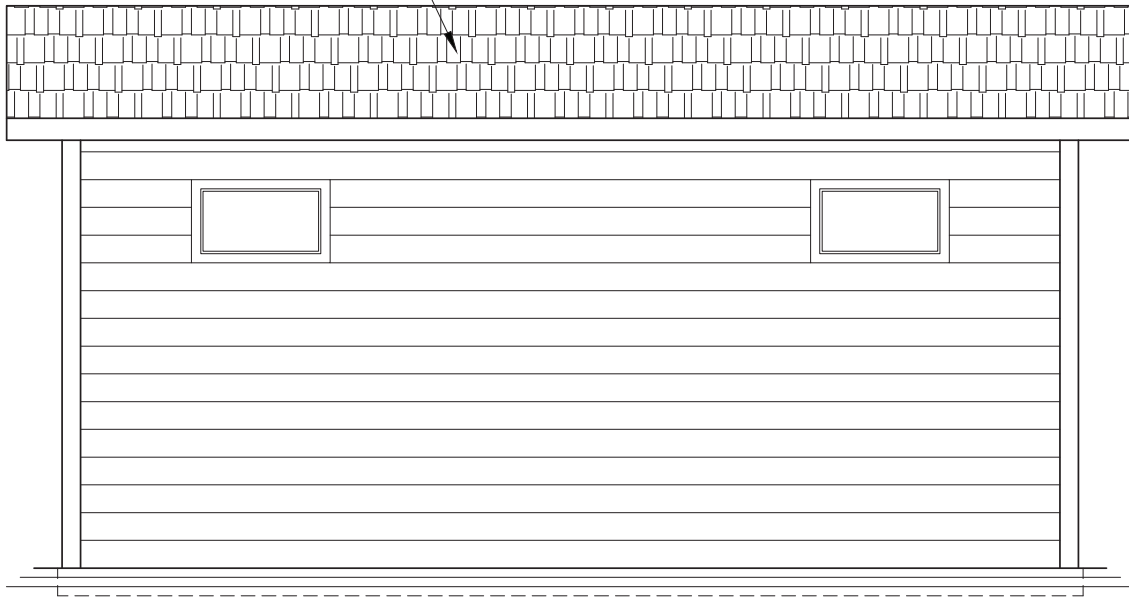
1 FLOOR PLAN
SCALE: 3/8" = 1'-0"



Floor plans are for reference only. This drawing shall not be copied or submitted to others without the consent of this company.

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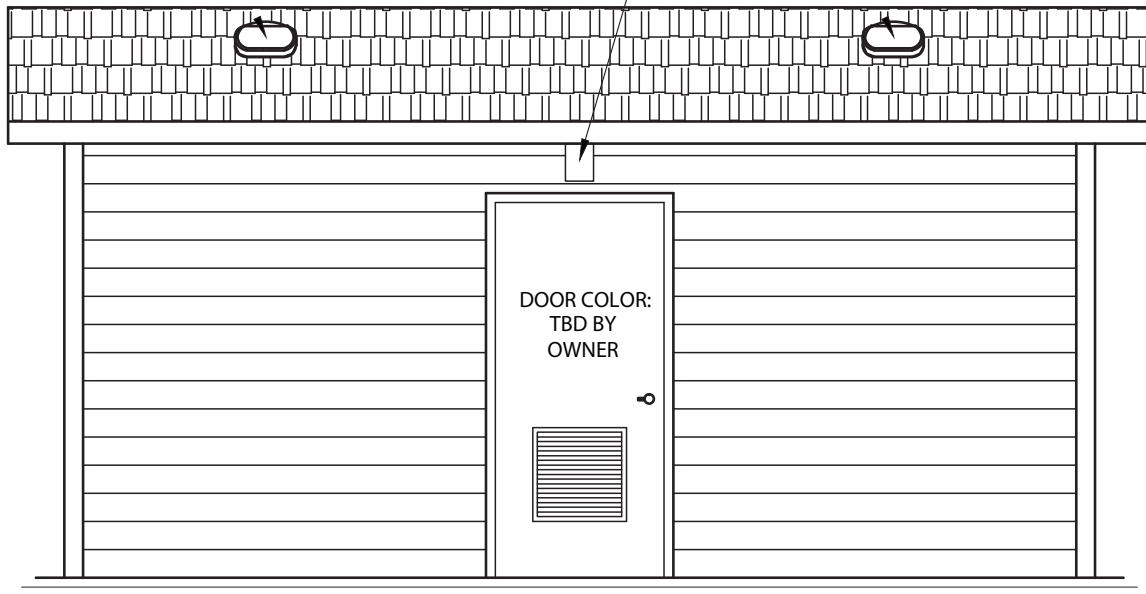
5" CONCRETE ROOF PANELS WITH
CEDAR SHAKE SHINGLE APPEARANCE
COLOR: TBD BY OWNER



1 FRONT ELEVATION

SCALE: 3/8" = 1'-0"

EXTERIOR LIGHT
(TYPICAL)



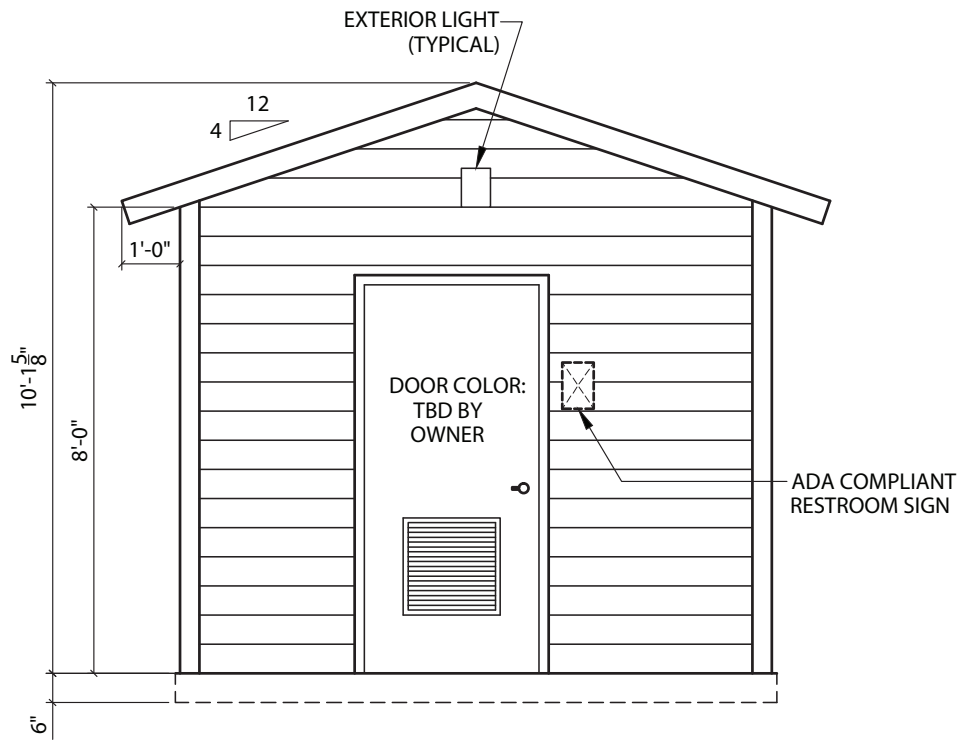
1 REAR ELEVATION

SCALE: 1/4" = 1'-0"

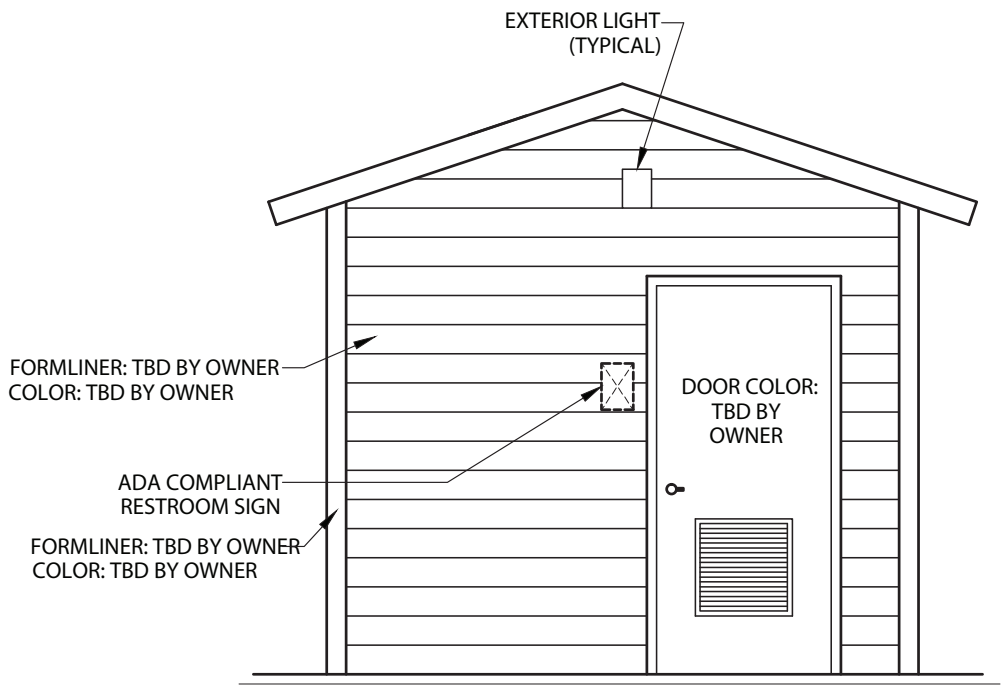


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2 RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



3 LEFT ELEVATION
SCALE: 1/4" = 1'-0"

SPECIFICATIONS

PART 1 – GENERAL

1. SCOPE

- 1.1. Construction and onsite placement of a prefabricated precast concrete restroom building.

2. MANUFACTURER

- 2.1. Manufacturer shall be Huffcutt Concrete or a pre-approved equal.
- 2.2. Manufacturer shall be an NPCA Certified Plant or equal with verifiable references demonstrating quality, design and service upon request.
- 2.3. Manufacturer will provide a written warranty providing 20 years structural, manufacturer's warranty on all hardware and components not produced at precast concrete manufacturer's plant, and 3 years against defects in paint, caulk, and grout.

3. DESIGN

- 3.1. Building will be manufactured using precast concrete including the roof. Building's structural and foundation design will be relevant to the region and properties associated with its final placement. Design will also meet ADA and building code requirements.

4. SUBMITTALS

- 4.1. Manufacturer shall provide submittals and engineering if requested.

PART 2 – PRODUCTS

1. MATERIALS

1.1. Doors and Frames

- 1.1.1. Doors shall be 18ga galvanized metal, louvered with 16ga frames. Doors and frames shall include one coat of rust inhibitive primer and two finish coats of enamel paint.

1.2. Door Hardware

- 1.2.1. Aluminum drip cap. Reese or equal.
- 1.2.2. Door closure with hold open. Cal-Royal or equal.
- 1.2.3. Stainless hinges with non-removable pin. Cal-Royal or equal.
- 1.2.4. Grade 1 lockset. Function and keying to be verified with owner.
- 1.2.5. Brush style sweep. Reese or equal.
- 1.2.6. ADA compliant threshold. Reese or equal.

1.3. Windows

- 1.3.1. Vinyl frame, obscure glass, operable. Parco or equal.

1.4. Plumbing

1.4.1. Stools

- 1.4.1.1. Kohler porcelain wall mounted, ADA compliant, elongated bowl.

- 1.4.1.2. Sloan flush valve, concealed, hydraulic actuator.
- 1.4.2. Urinal
 - 1.4.2.1. Kohler porcelain wall mounted, ADA compliant.
 - 1.4.2.2. Sloan flush valve, concealed, hydraulic actuator.
- 1.4.3. Lavatories
 - 1.4.3.1. Kohler wall mounted sink, ADA compliant.
 - 1.4.3.2. Moen single handle ADA metering faucet.
- 1.4.4. Water Heater
 - 1.4.4.1. Bradford white electric water heater. Size to be sufficient for number of showers and lavatories.
- 1.4.5. Mixing Valve
 - 1.4.5.1. Honeywell thermostatic mixing valve, adjustable.
- 1.4.6. Floor Drains
 - 1.4.6.1. Sioux Chief on grade adjustable floor drain.
- 1.4.7. Sediment Filter
 - 1.4.7.1. Rusco sediment filter.
- 1.5. Electrical
 - 1.5.1. Interior
 - 1.5.1.1. RAB Vandalproof Tuff Dome motion sensor.
 - 1.5.1.2. RAB VAN1 lights.
 - 1.5.1.3. GFI receptacles.
 - 1.5.1.4. Murdock super secure.
 - 1.5.2. Exterior
 - 1.5.2.1. RAB Tallpack lights.
 - 1.5.3. Chase
 - 1.5.3.1. 100amp loadcenter.
 - 1.5.3.2. (2) 2 bulb florescent lamps. (1 per modular section)
 - 1.5.3.3. Soler & Palau exhaust fan.
- 1.6. Interior Hardware
 - 1.6.1. Stainless 3 roll toilet paper dispenser.
 - 1.6.2. ADA toilet stalls shall have (1) 18" stainless vertical grab bar, (1) 36" stainless horizontal grab bar, (1) 42" stainless horizontal grab bar.
 - 1.6.3. Stainless frame 18" x 36" mirror.
 - 1.6.4. (2) coat hooks
- 1.7. Sealers
 - 1.7.1. Floor shall be sealed using a deep penetrating, high alkali resistant, low volatility product. TK-290 or equal.
- 1.8. Caulks and Grout
 - 1.8.1. All joints between precast panels shall be caulked using a durable, flexible polyurethane sealant. BASF Sonolastic NP-1 or equal.

- 1.8.2. Weld plate panel connections shall be grouted flush with interior wall surface.
Speed Crete Red Line or equal.

2. FINISHES

2.1. Interior

- 2.1.1. Smooth trowel finish.

2.2. Exterior

- 2.2.1. Exterior wall appearance to be approved by owner using an architectural form liner.
- 2.2.2. Roof shall be cedar shake architectural form liner.

2.3. Paint

2.3.1. Interior

- 2.3.1.1. Wall panels shall be primed with a premium quality water based acrylic bonding primer moisture and alkali resistant. Finish coat shall be a high performance acrylic enamel.

2.3.2. Exterior

- 2.3.2.1. Roof shall be covered with a quality 100% acrylic satin paint. Owner to determine color.
- 2.3.2.2. Walls shall be covered with a quality concrete stain. Owner to determine color.
- 2.3.2.3. Doors shall be covered using 2 coats of a high performance 100% acrylic satin enamel. Owner to determine color.

Part 3 – Execution

1. PRECAST CONCRETE FAMILY STYLE RESTROOM – SHOWER BUILDING

- 1.1. Building manufacturer shall construct, assemble, paint, install plumbing and electrical at their plant so that it may be transported to the jobsite in finished modules and placed using a crane.
- 1.2. Building manufacturer shall provide mechanical rough in drawing showing where electrical, water supply line, waste line, and floor drains are to be located for hook up to building.
- 1.3. Contractor will make final mechanical connections after the building is placed by manufacturer.
- 1.4. Manufacturer will caulk interior and exterior seams between modules. Manufacturer will also perform any shipping and handling repairs during installation.

2. ONSITE

- 2.1. Contractor shall provide adequate access and a level pad for the crane and semis to sit side by side under their own power. Working radius shall be 35' from center pin on crane.
- 2.2. Contractor shall design and pour a foundation suitable for building to sit on. Foundation shall be level to within ¼".

- 2.3. Contractor shall rough in mechanicals according to mechanical rough in drawing provided by building manufacturer. Mechanicals shall be terminated at top of foundation. Final mechanical connections shall be done by contractor including floor drains.
- 2.4. Contractor will perform initial startup of building using O & M manual as a reference. Contractor will also perform any troubleshooting during initial startup.



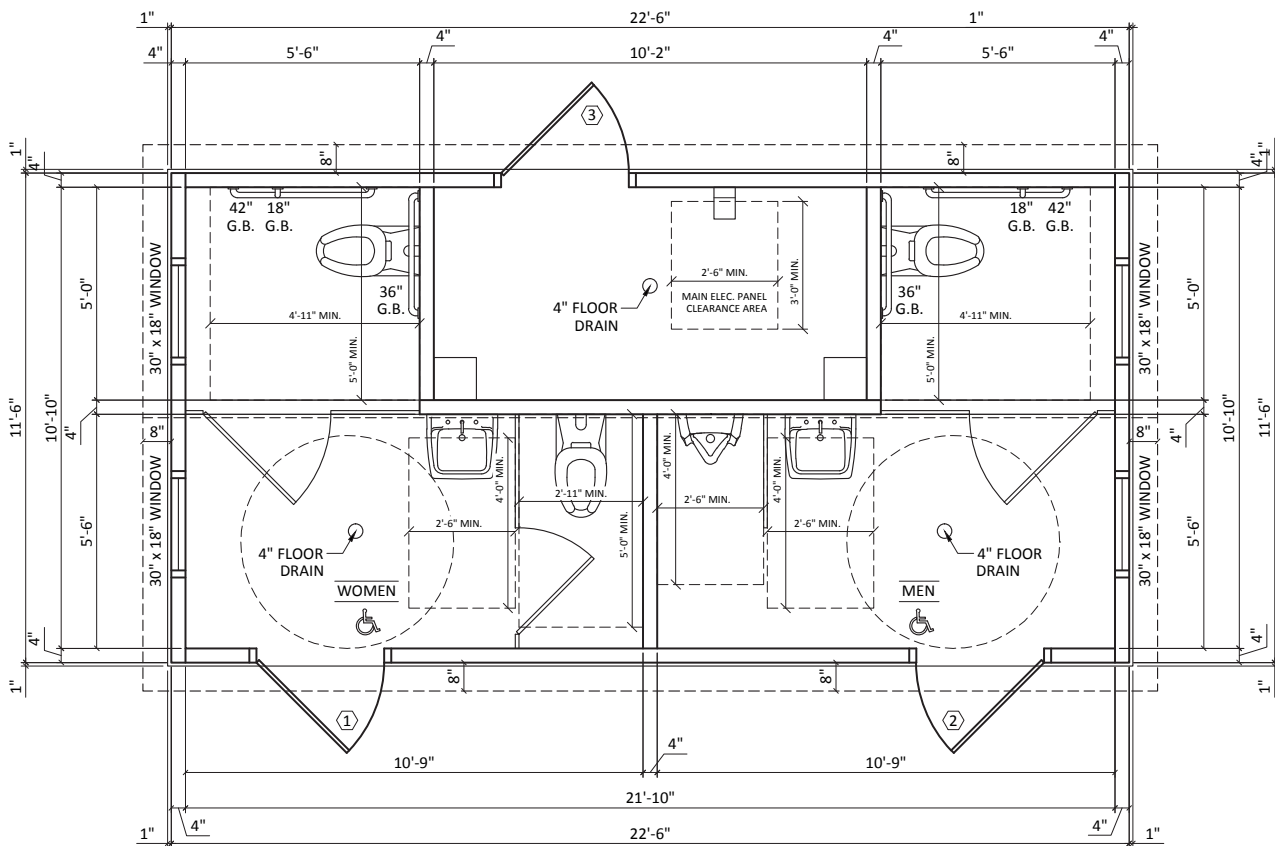
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- RESTROOM -

BOBCAT



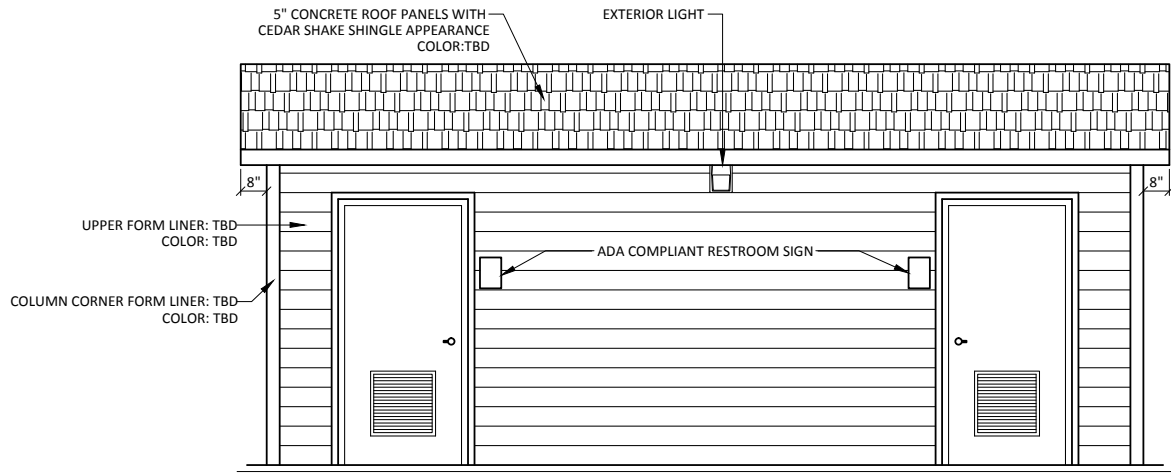
① FLOOR PLAN

SCALE: 1/4" = 1'-0"

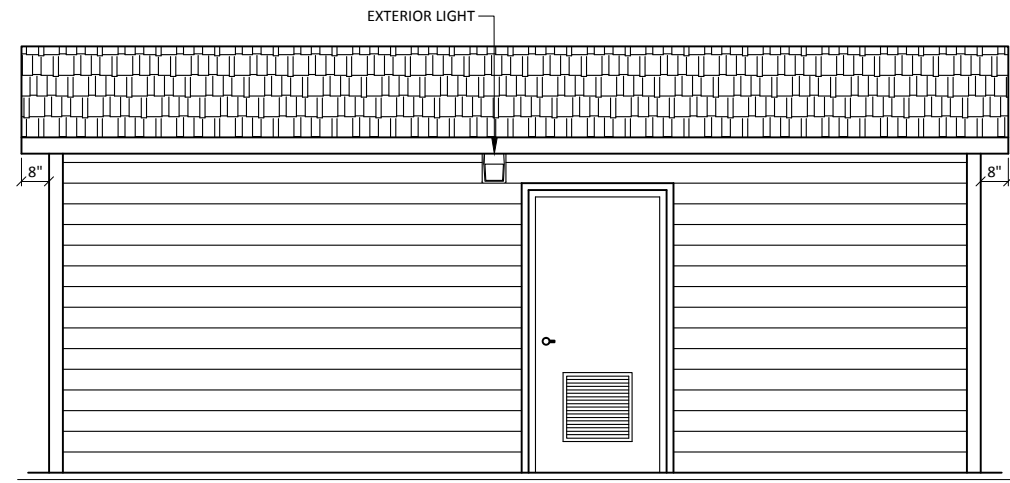


Floor plans are for reference only. This drawing shall not be copied or submitted to others without the consent of this company.

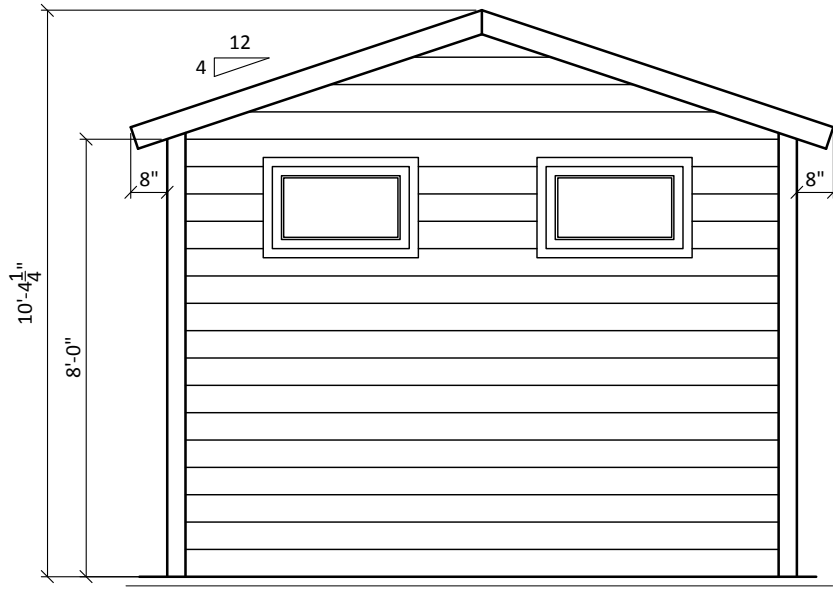
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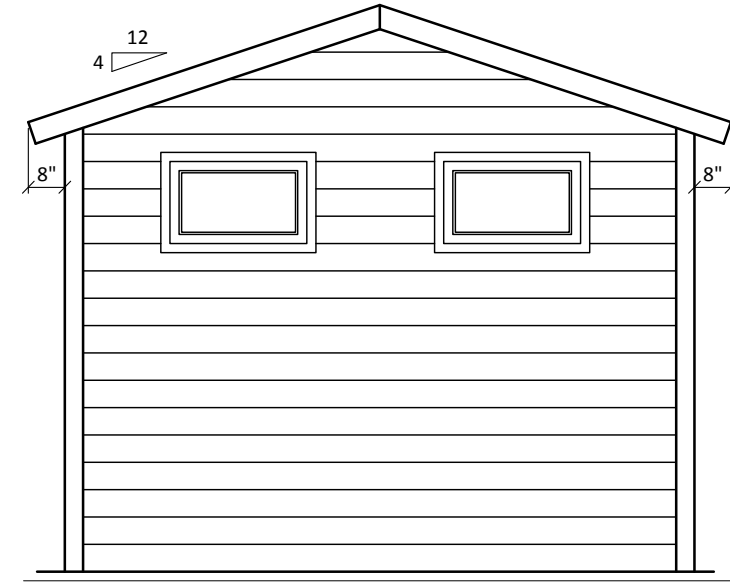
① **FRONT ELEVATION**
SCALE: 3/8" = 1'-0"



① **REAR ELEVATION**
SCALE: 1/4" = 1'-0"



② RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



③ LEFT ELEVATION
SCALE: 1/4" = 1'-0"

SPECIFICATIONS

PART 1 – GENERAL

1. SCOPE

- 1.1. Construction and onsite placement of a prefabricated precast concrete restroom building.

2. MANUFACTURER

- 2.1. Manufacturer shall be Huffcutt Concrete or a pre-approved equal.
- 2.2. Manufacturer shall be an NPCA Certified Plant or equal with verifiable references demonstrating quality, design and service upon request.
- 2.3. Manufacturer will provide a written warranty providing 20 years structural, manufacturer's warranty on all hardware and components not produced at precast concrete manufacturer's plant, and 3 years against defects in paint, caulk, and grout.

3. DESIGN

- 3.1. Building will be manufactured using precast concrete including the roof. Building's structural and foundation design will be relevant to the region and properties associated with its final placement. Design will also meet ADA and building code requirements.

4. SUBMITTALS

- 4.1. Manufacturer shall provide submittals and engineering if requested.

PART 2 – PRODUCTS

1. MATERIALS

1.1. Doors and Frames

- 1.1.1. Doors shall be 18ga galvanized metal, louvered with 16ga frames. Doors and frames shall include one coat of rust inhibitive primer and two finish coats of enamel paint.

1.2. Door Hardware

- 1.2.1. Aluminum drip cap. Reese or equal.
- 1.2.2. Door closure with hold open. Cal-Royal or equal.
- 1.2.3. Stainless hinges with non-removable pin. Cal-Royal or equal.
- 1.2.4. Grade 1 lockset. Function and keying to be verified with owner.
- 1.2.5. Brush style sweep. Reese or equal.
- 1.2.6. ADA compliant threshold. Reese or equal.

1.3. Windows

- 1.3.1. Vinyl frame, obscure glass, operable. Parco or equal.

1.4. Plumbing

1.4.1. Stools

- 1.4.1.1. Kohler porcelain wall mounted, ADA compliant, elongated bowl.

- 1.4.1.2. Sloan flush valve, concealed, hydraulic actuator.
- 1.4.2. Urinal
 - 1.4.2.1. Kohler porcelain wall mounted, ADA compliant.
 - 1.4.2.2. Sloan flush valve, concealed, hydraulic actuator.
- 1.4.3. Lavatories
 - 1.4.3.1. Kohler wall mounted sink, ADA compliant.
 - 1.4.3.2. Moen single handle ADA metering faucet.
- 1.4.4. Water Heater
 - 1.4.4.1. Bradford white electric water heater. Size to be sufficient for number of showers and lavatories.
- 1.4.5. Mixing Valve
 - 1.4.5.1. Honeywell thermostatic mixing valve, adjustable.
- 1.4.6. Floor Drains
 - 1.4.6.1. Sioux Chief on grade adjustable floor drain.
- 1.4.7. Sediment Filter
 - 1.4.7.1. Rusco sediment filter.
- 1.5. Electrical
 - 1.5.1. Interior
 - 1.5.1.1. RAB Vandalproof Tuff Dome motion sensor.
 - 1.5.1.2. RAB VAN1 lights.
 - 1.5.1.3. GFI receptacles.
 - 1.5.1.4. Murdock super secure.
 - 1.5.2. Exterior
 - 1.5.2.1. RAB Tallpack lights.
 - 1.5.3. Chase
 - 1.5.3.1. 100amp loadcenter.
 - 1.5.3.2. (2) 2 bulb florescent lamps. (1 per modular section)
 - 1.5.3.3. Soler & Palau exhaust fan.
- 1.6. Interior Hardware
 - 1.6.1. Stainless 3 roll toilet paper dispenser.
 - 1.6.2. ADA toilet stalls shall have (1) 18" stainless vertical grab bar, (1) 36" stainless horizontal grab bar, (1) 42" stainless horizontal grab bar.
 - 1.6.3. Stainless frame 18" x 36" mirror.
 - 1.6.4. (2) coat hooks
- 1.7. Sealers
 - 1.7.1. Floor shall be sealed using a deep penetrating, high alkali resistant, low volatility product. TK-290 or equal.
- 1.8. Caulks and Grout
 - 1.8.1. All joints between precast panels shall be caulked using a durable, flexible polyurethane sealant. BASF Sonolastic NP-1 or equal.

- 1.8.2. Weld plate panel connections shall be grouted flush with interior wall surface.
Speed Crete Red Line or equal.

2. FINISHES

2.1. Interior

- 2.1.1. Smooth trowel finish.

2.2. Exterior

- 2.2.1. Exterior wall appearance to be approved by owner using an architectural form liner.
- 2.2.2. Roof shall be cedar shake architectural form liner.

2.3. Paint

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- 2.3.2.2. Walls shall be covered with a quality concrete stain. Owner to determine color.
- 2.3.2.3. Doors shall be covered using 2 coats of a high performance 100% acrylic satin enamel. Owner to determine color.

Part 3 – Execution

1. PRECAST CONCRETE FAMILY STYLE RESTROOM – SHOWER BUILDING

- 1.1. Building manufacturer shall construct, assemble, paint, install plumbing and electrical at their plant so that it may be transported to the jobsite in finished modules and placed using a crane.
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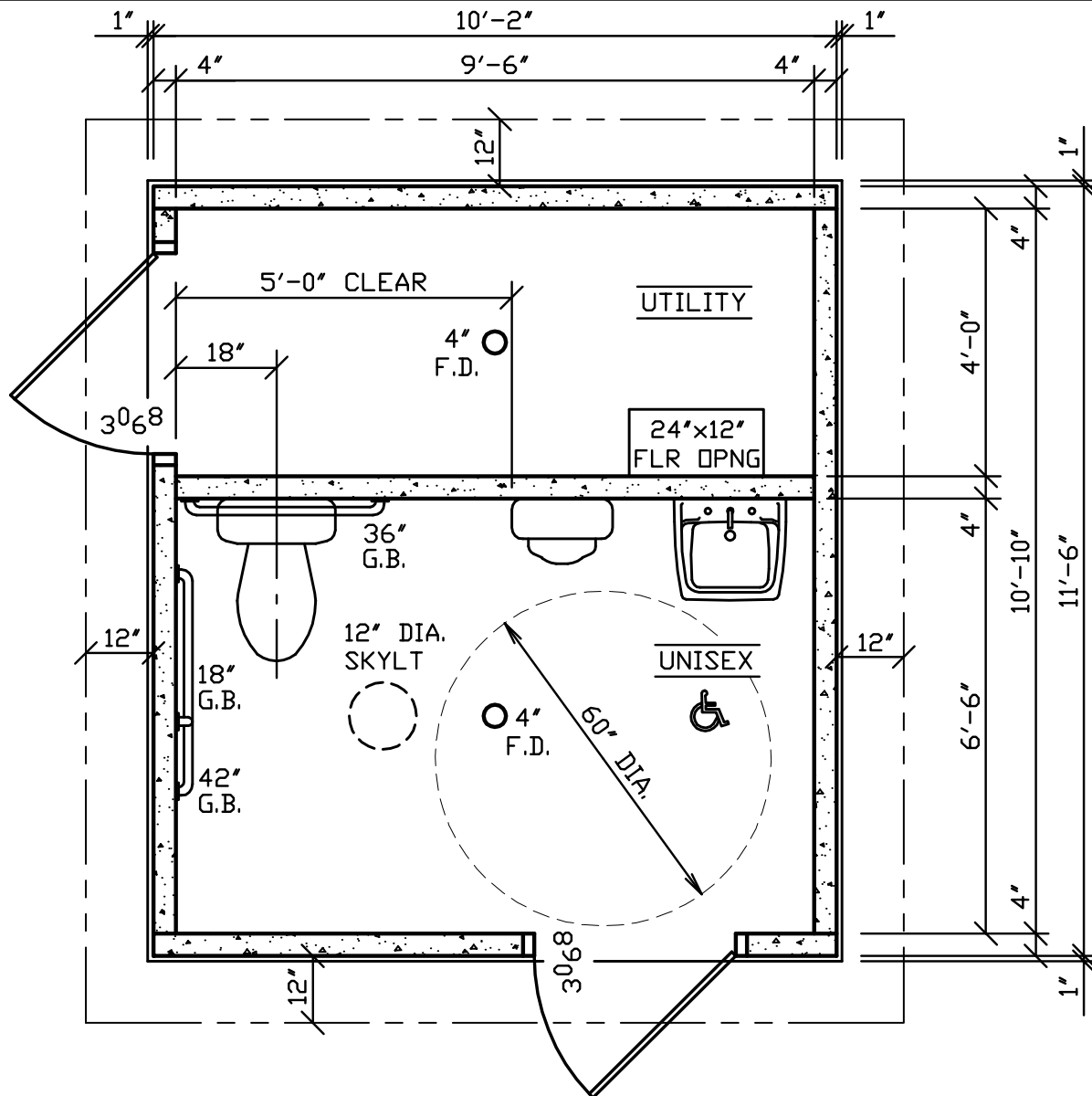
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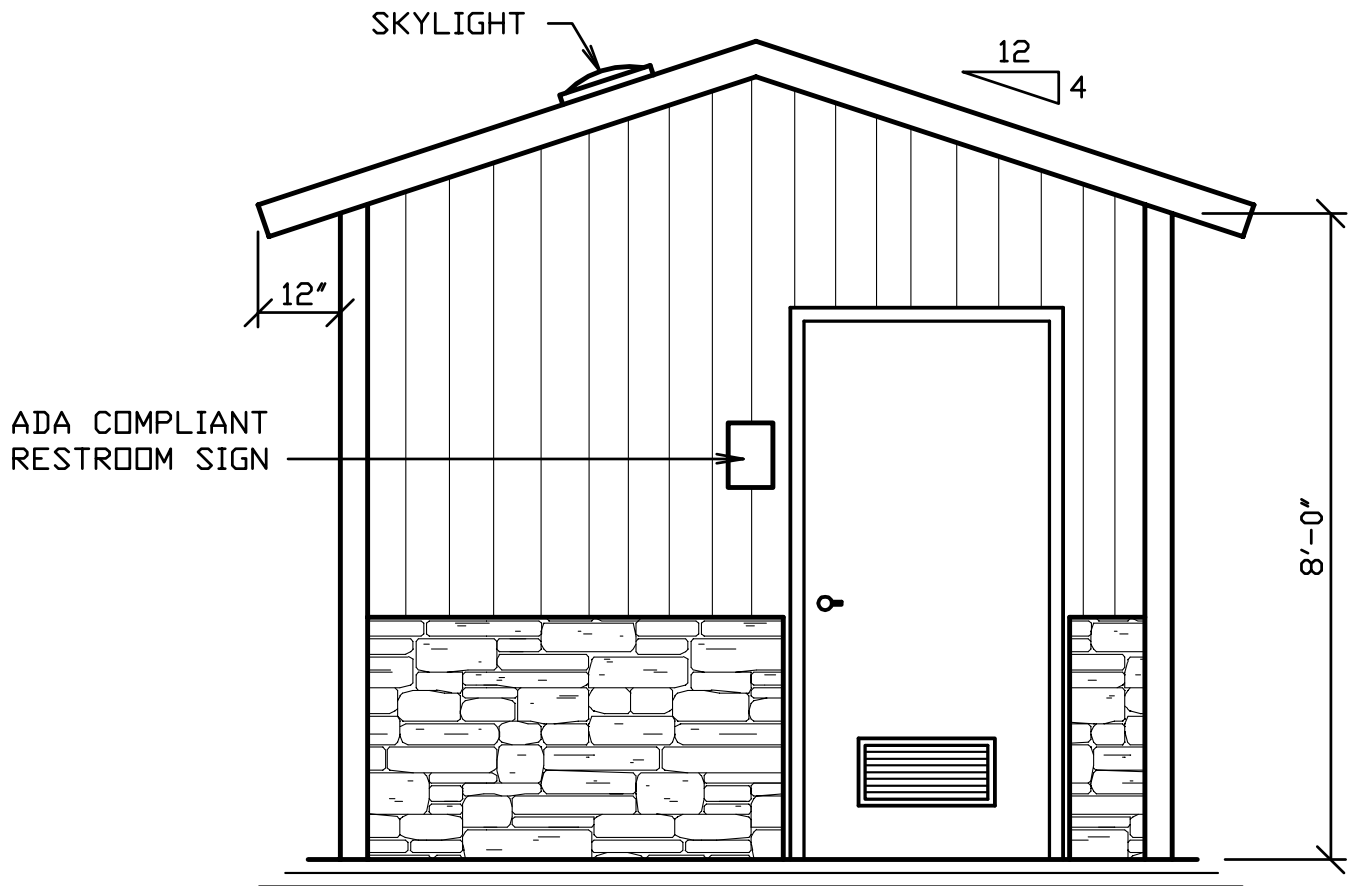




- RESTROOM -

LYNX





FRONT ELEVATION

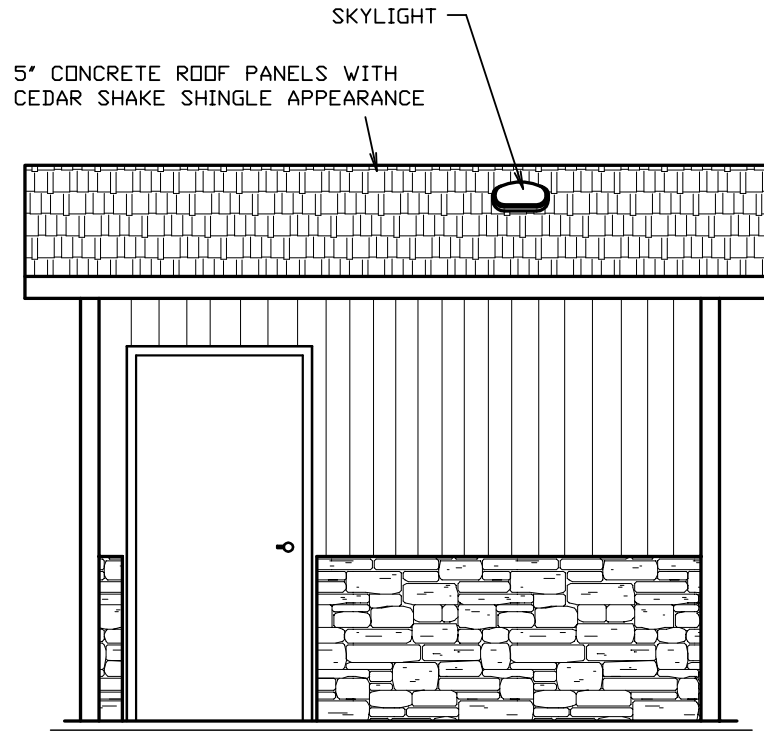
SCALE: 1/4" = 1'-0"

(REAR ELEVATION SIMILAR, EXCEPT NO DOOR)



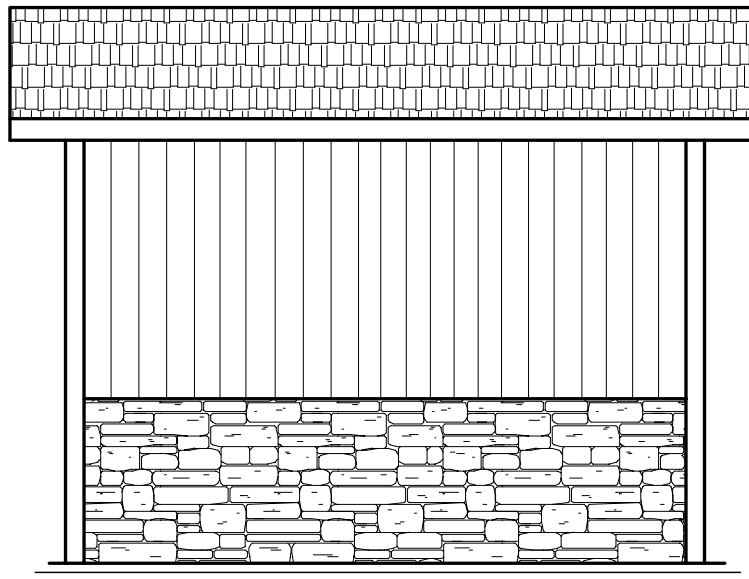
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LEFT ELEVATION

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RIGHT ELEVATION

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PARKITECTURE

+

PLANNING

901 Deming Way, Suite 102

Madison, WI 53717

608.886.6808

Parkitecture

Project Name:

MCFARLAND PICKLEBALL FACILITY
CONCEPT PLAN
MCFARLAND, WI

Sheet Title:

LEWIS PARK CONCEPT

Revisions:

Project #:

20.011

Issued For:

Review

Date:

5/14/2020

Sheet Number

C100

Page 28 of 96



Project Name: **MCFARLAND PICKLEBALL FACILITY
CONCEPT PLAN
MCFARLAND, WI**

Project Name:

Sheet Title:

LEWIS PARK

Project #:	20.011
Issued For:	Review
Date:	3/05/2020

Sheet Number

C101

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PARKITECTURE + PLANNING 901 Deming Way, Suite 102 Madison, WI 53717 608.886.6808	
MCFARLAND PICKLEBALL FACILITY CONCEPT PLAN MCFARLAND, WI	
Project Name:	FULL SITE
Revisions:	
Project #:	20.011
Issued For:	Review
Date:	5/14/2020
Sheet Number	
EXHIBIT	
Page 20 of 96	

OPINION OF PROBABLE CONSTRUCTION COSTS



Project: McFarland Pickleball – Lewis Park
Date: 20_0318

Parkitecture

GENERAL

Item	Qty.	Unit	Unit cost	Item Total	Comments
MOBILIZATION	1	LS	\$8,000.00	\$8,000.00	
EROSION CONTROL	1	LS	\$3,000.00	\$3,000.00	
DEMOLITION	1	LS	\$2,000.00	\$2,000.00	
EARTHWORK	1	LS	\$6,000.00	\$6,000.00	
			SUBTOTAL	\$19,000.00	

PAVEMENT

DENSE GRADED BASECOURSE	1189	TN	\$16.00	\$19,021.89	
CONCRETE	262	TN			12"
COURTS	926	TN			12"
ASPHALT PAVEMENT	238	TN	\$85.00	\$20,214.70	
COURTS	238	TN			3
CONCRETE PAVEMENT 5-INCH	3546	SF	\$6.00	\$21,276.00	
SIDEWALK	3546	SF			
COURT SURFACING	12408	SF	\$1.25	\$15,510.00	
			SUBTOTAL	\$76,022.59	

STORM SEWER

UNDERDRAIN - 4"	400	LF	\$20.00	\$8,000.00	
STORM SEWER – 6"	160	LF	\$35.00	\$5,600.00	
			SUBTOTAL	\$13,600.00	

SITE AMENITIES

BLEACHERS	6	EA	\$1,600.00	\$9,600.00	
SHADE STRUCTURES	6	EA	\$12,000.00	\$72,000.00	
COURT FENCING EXTERIOR	500	LF	\$50.00	\$25,000.00	8' HEIGHT
COURT GATES	6	EA	\$900.00	\$5,400.00	
COURT EQUIPMENT	8	EA	\$1,200.00	\$9,600.00	PER COURT
COURT LIGHTS	4	EA	\$5,000.00	\$20,000.00	
			SUBTOTAL	\$141,600.00	

LANDSCAPING

SHRUB BEDS	1	LS	\$3,000.00	\$3,000.00	
TREES	16	EA	\$425.00	\$6,800.00	
LAWN RESTORATION	1	LS	\$6,000.00	\$6,000.00	
STORMWATER MANAGEMENT AREA	1	LS	\$8,000.00	\$8,000.00	
			SUBTOTAL	\$23,800.00	

Total	\$274,022.59
10% Contingency	\$27,402.26
	\$301,424.85



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, September 24, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT:

AGENDA ITEM: Discussion regarding planning for pickleball court development project.

PREVIOUS ACTION:

ISSUE SUMMARY:

Background on the project is enclosed as part of the previous agenda item. All plans are the same as we reviewed them at the last meeting in August. The purpose of this agenda item is to further discuss the project after receiving further input from the public on what has been proposed. No action is needed through this item as we will schedule that for a decision at the October meeting.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, September 24, 2020

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent

AGENDA ITEM: 7:45 pm TIME CERTAIN - Presentation of an Eagle Scout project titled Marsh Woods Interpretive Trail Rehabilitation.

PREVIOUS ACTION:

ISSUE SUMMARY:

Max Andrew, Eagle Scout, will present his Eagle Scout project plan for Marsh Woods Park. This rehabilitation will include updates to kiosks, benches, trail markers and a new trail guide.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Max Marshwoods Eagle Project



Max Andrew

Marshwoods Park Eagle Project



Project Description & Benefits

- Replace two informational kiosks, two benches, and several trail markers.
- Recreate a trail guide book as an online PDF.
- Recreate the trail guide map displayed in the kiosks.



Items to Replace



Kiosk #1



Kiosk #2



Trail Markers (11 Total)



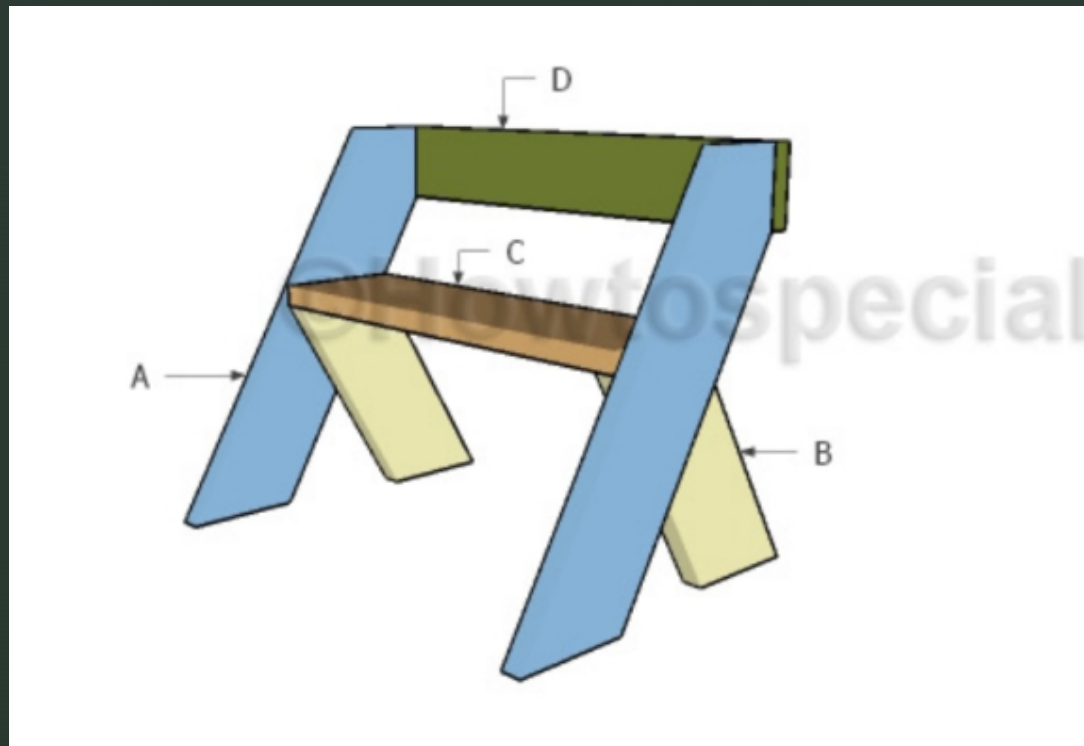
Benches (2)





Bench Details

- Constructed of ground-contact treated lumber





Trail Marker Details

- Construction: 7ft Metal Posts with Circular Metal Number Plates





Kiosk Options



- Option #1 - Pre-Made Weatherproof Synthetic Construction

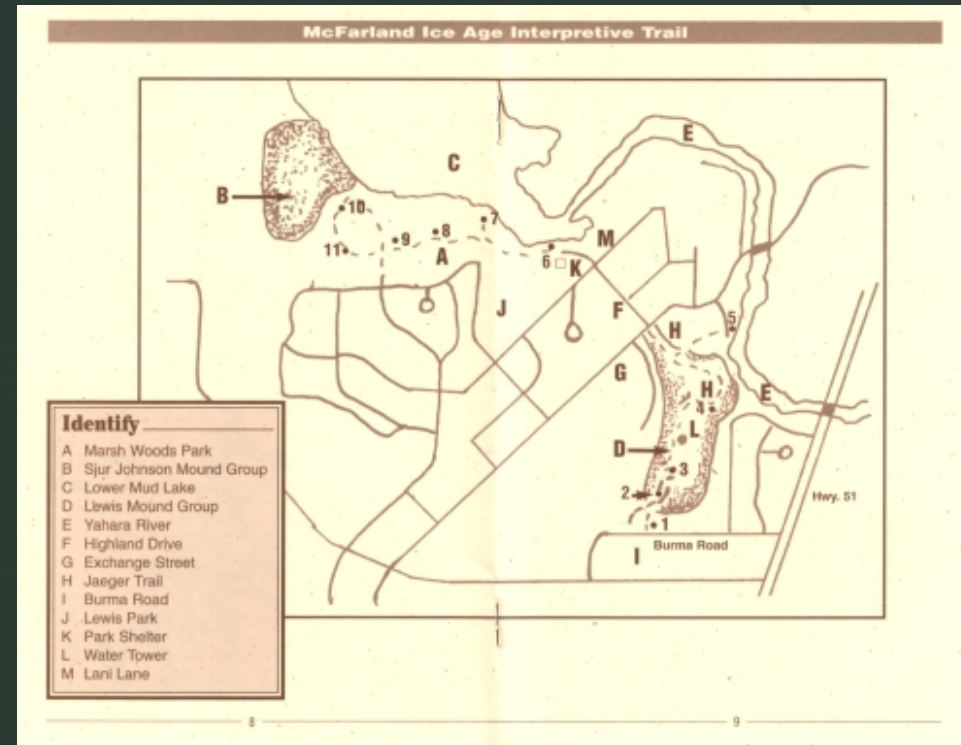
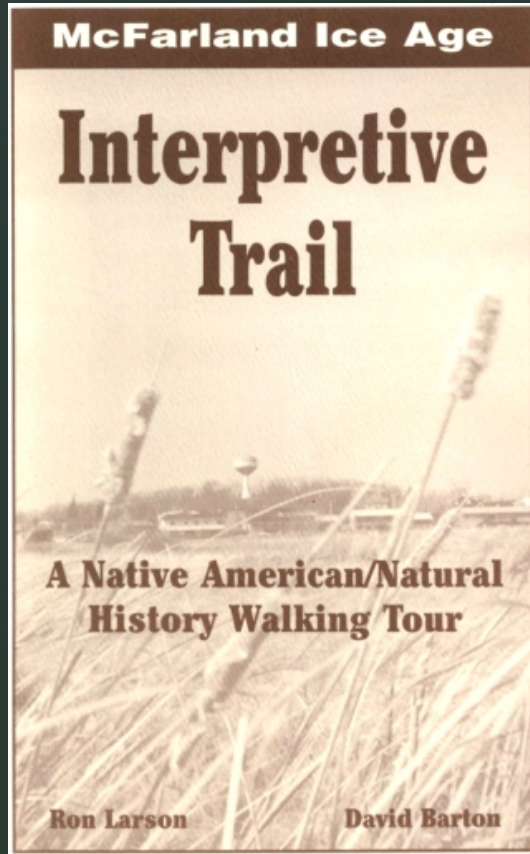


- Option #2 – Hand-Built Wood Construction
- Exact Plans TBD





Booklet & Map



- Digitize Trail Booklet & Post on Village Website

- Recreate Trail Map for Display in Kiosk





Thank You!

Max Andrew
Troop 53
McFarland Boy Scouts





VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, September 24, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator, Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding park plan for the proposed Rosewood Fields Subdivision.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Enclosed within your packet are the revised conceptual plans for the park development proposed within the Rosewood Fields Subdivision. This is similar information that was presented to the Committee back in May when the Preliminary Plat was approved. The Developer is now seeking approval of the Final Plat including proposed park and trail improvements the Developer would complete as part of Phase 1 of their construction of the subdivision. The Developer appeared before the Committee in August to discuss the proposed improvements to the park. The final attachment in the packet contains an updated concept plan for the park based on feedback received at the August Committee meeting. More specifically, staff requested the Developer address the following items for the Committee's discussion:

- Enhance the number of shade trees around the playground.
- Provide more information on the native plant seed mix and replace proposed trees in these areas with species more fire tolerant in the event prescribed burning is necessary to maintain the native plant seed mix.
- Add benches to the playground area.
- Consider the inclusion of play equipment for 2-5 year-olds.
- Show the location of a future shelter. Shelter to be provided by the Village as desired at a future date TBD.
- Provide a concrete pad and fencing enclosure for Village placement of a portable toilet.
- Provide water and sewer utility laterals to the property edge as required under Sec. 56-175 of the Subdivision Code.

This agenda item is presented for discussion and recommendation to the Village Board regarding the park plan for Rosewood Fields. The final recommendations by the Committee



will be integrated into the Development Agreement for the project. The Plan Commission is scheduled to review the Final Plat at their October 21st meeting. If necessary, the Committee could utilize it's October meeting if more time is needed to make a recommendation to the Village Board.

Please review the plan as proposed and bring with you to the meeting your thoughts, concerns, questions, comments, ideas, etc.

FINANCIAL/BUDGET IMPACT:

The proposed park development is paid for out of impact fees created by the development itself. The project would be constructed and paid for by the Developer within the first phase of the project.

VILLAGE PLAN REFERENCE:

This land is to be dedicated within the proposed final plat and what is presented here is inline with what has already been approved within the preliminary plat.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

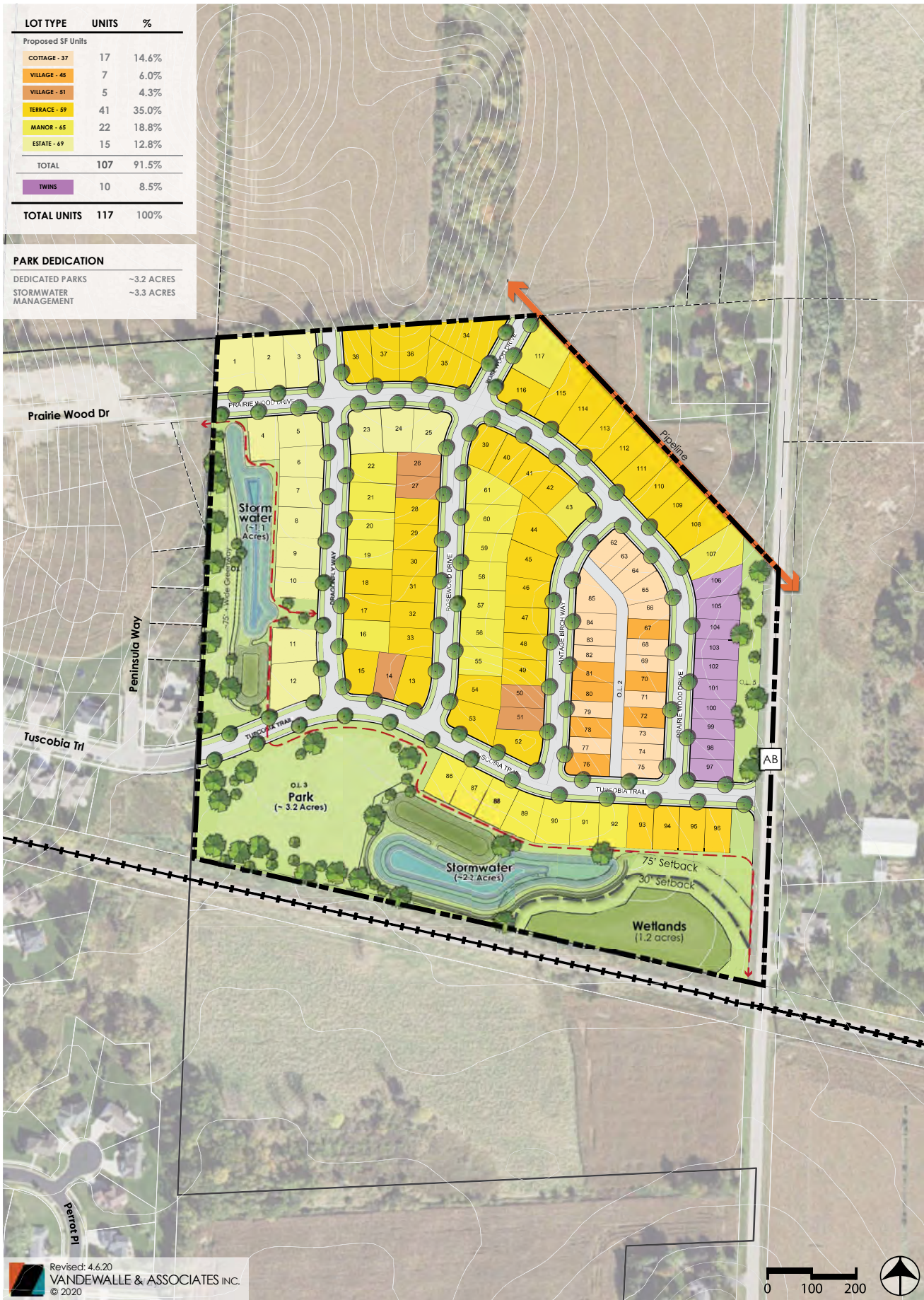
Presented for discussion and recommendation to the Village Board.

ATTACHMENTS:

1. Rosewood Fields Master Plan
2. Preliminary Option
3. Utterback Park Concept 2020-09-17

LOT TYPE	UNITS	%
Proposed SF Units		
COTTAGE - 37	17	14.6%
VILLAGE - 45	7	6.0%
VILLAGE - 51	5	4.3%
TERRACE - 59	41	35.0%
MANOR - 65	22	18.8%
ESTATE - 69	15	12.8%
TOTAL	107	91.5%
TWINS	10	8.5%
TOTAL UNITS	117	100%

PARK DEDICATION	
DEDICATED PARKS	~3.2 ACRES
STORMWATER MANAGEMENT	~3.3 ACRES



Revised: 4.6.20
 VANDEWALLE & ASSOCIATES INC.
 © 2020

EXHIBIT G:
 MASTER
 PLAN

ROSEWOOD FIELDS

McFARLAND, WISCONSIN

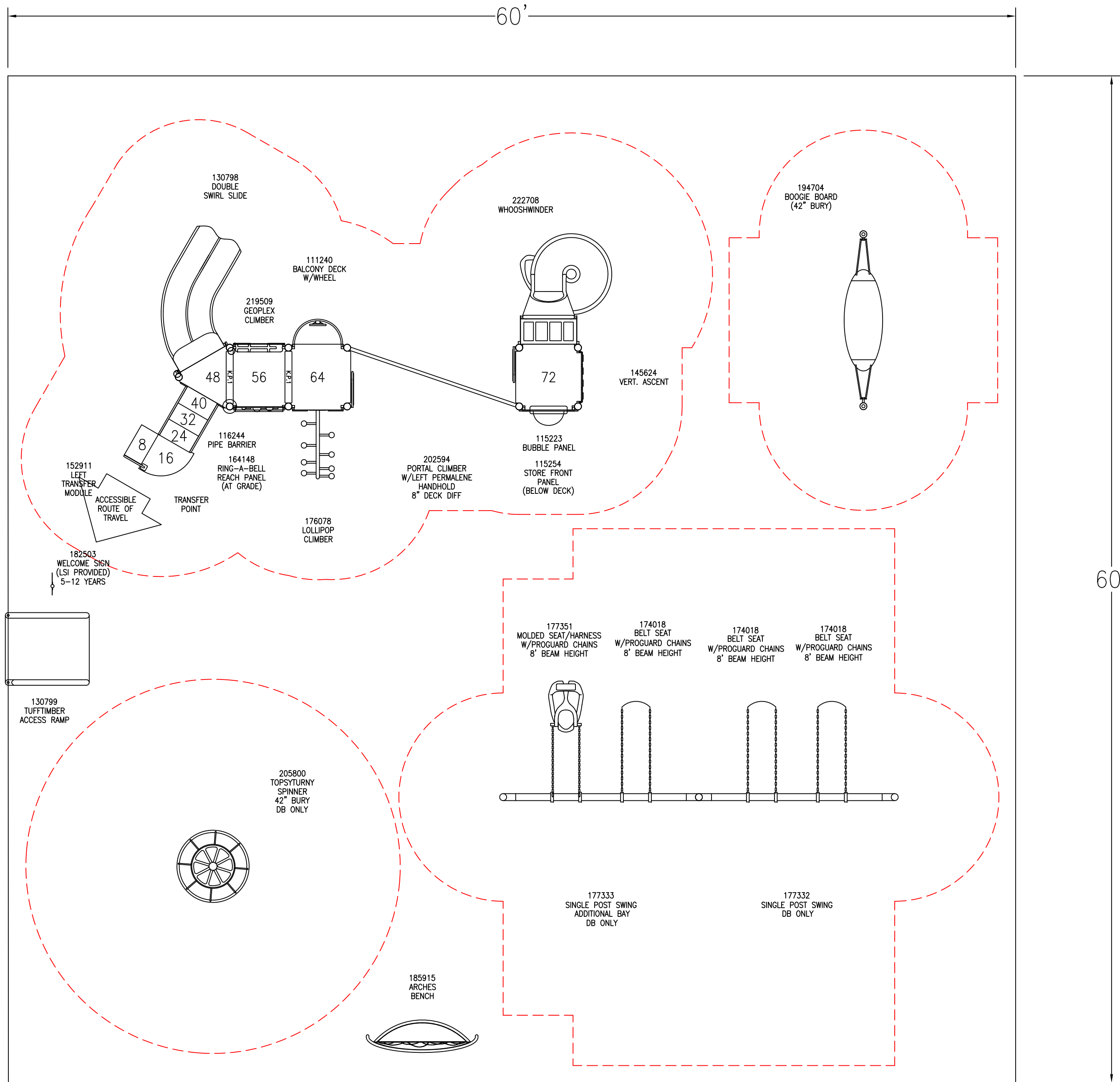
VERIDIAN
HOMES











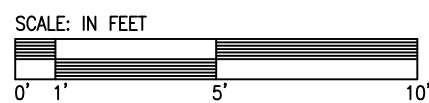
4

6"/8" RISE KICKPLATE
(K.P.1) QTY: (2)

PlayBooster®
(5-12 years)

Max Fall Height: 101 inches

TOTAL ELEVATED PLAY COMPONENTS	7		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	4	REQUIRED	4
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	8	REQUIRED	3
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	6	REQUIRED	6



McFarland Planning
Option 2
McFarland, WI

Gerber Leisure
Products, Inc.
Kyla Reamon

SYSTEM TYPE:
Playbooster

DRAWING #:
20041002-01

landscape
structures



The play components identified on this plan are IPEMA certified. (Unless model number is preceded with *) The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit www.ipema.org

THIS PLAY AREA & PLAY EQUIPMENT IS DESIGNED FOR AGES 5-12 YEARS UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURER'S OPINION THAT THIS PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US. PRIOR TO CONSTRUCTION, DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT REVISION). THE SUBSURFACE MUST BE WELL DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER FOOT TO A STORM SEWER OR A "FRENCH DRAIN".

ACCESSIBLE/PROTECTIVE
LOOSE FILL MATERIAL
(ENGINEERED WOOD FIBER SUGGESTED)
3,600 SQ FT

IT IS THE MANUFACTURER'S OPINION AND INTENT THAT THE LAYOUT OF THESE COMPONENTS CONFORM WITH THE U.S. CONSUMER PRODUCT SAFETY COMMISSION'S (CPSC) "HANDBOOK FOR PUBLIC PLAYGROUND SAFETY".

DESIGNED BY:
KLP

COPYRIGHT: 04/10/2020
LANDSCAPE STRUCTURES, INC.
601 7th STREET SOUTH - P.O. BOX 198
DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-972-6091

Date	Previous Drawing #	Initials



Preliminary Option 2

Model Information

McFarland

April 14, 2020

OPT2 PLAYBOOSTER® (5-12 YEARS)



Double Swirl Slide



WhooshWinder® Slide



Lollipop Climber



Portal Climber w/Permalene® Handholds



Vertical Ascent® Climber



GeoPlex® Climber



Balcony Deck



Bubble Panel



Pipe Barrier

Models shown include standard play products only.

For a better tomorrow
we play today.®

playlsi.com

Proudly presented by:



Preliminary Option 2

Model Information

McFarland

April 14, 2020

OPT2 PLAYBOOSTER® (5-12 YEARS)



Ring-a-Bell™ Reach Panel



Storefront Panel (Permalene®)



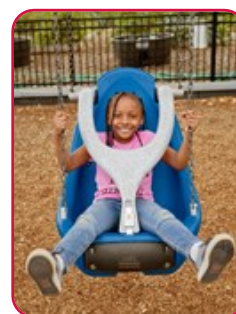
Boogie Board™



TopsyTurny® Spinner



Belt Seat w/Chains



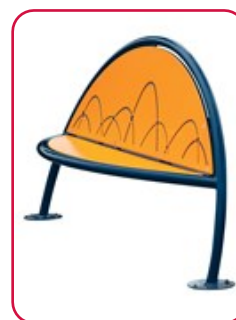
**Molded Bucket Seat (5-12 yrs)
w/Harness and w/Chains**



Single Post Swing Frame



**Single Post Swing Frame Additional
Bay**



Arches Bench

Models shown include standard play products only.

For a better tomorrow
we play today.®

playlsi.com

Proudly presented by:



Preliminary Option 2

Model Information

McFarland

April 14, 2020

OPT2 PLAYBOOSTER® (5-12
YEARS)



Galvanized Stake (30")



TuffTimbers™ Access Wedge

Models shown include standard play products only.

For a better tomorrow
we play today.®

playlsi.com

Proudly presented by:



PlayCAD Quote

Date:04/10/2020

Rep Organization: Gerber Leisure
Products, Inc.
Contact Person: Kyla Reamon

Quote No: Opt2

By:KLP

Project Title: McFarland Planning

Location: McFarland, WI

PlayBooster® (5-12 years)						
PHASE-1 Direct Bury Mixed Material			UNIT		TOTAL	
QTY	NO.	DESCRIPTION	WEIGHT (lb)	PRICE (US \$)	WEIGHT (lb)	PRICE (2020)
PlayBooster®						
Climbers Other						
1	219509A	GeoPlex Climber 56"Dk			64.0	885.00
Climbers W/Permalene Handholds						
1	176078B	Lollipop Climber 64"Dk DB			71.0	1,375.00
1	202594A	Portal Climber w/Permalene Handhold (Left) 8" Deck Diff attached to 72"Dk DB Only			184.0	5,180.00
1	145624D	Vertical Ascent 72"Dk			104.0	1,260.00
Decks						
1	152911C	Curved Transfer Module Left 48"Dk DB			279.0	2,715.00
2	121948A	Kick Plate 8"Rise	13.0	110.00	26.0	220.00
3	111228A	Square Tenderdeck	118.0	955.00	354.0	2,865.00
1	111231A	Triangular Tenderdeck			62.0	740.00
Enclosures						
1	111240B	Balcony Deck w/Wheel			122.0	1,395.00
1	115223A	Bubble Panel Above Deck			38.0	795.00
1	116244A	Pipe Barrier Above Deck			51.0	580.00
1	164148B	Ring-A-Bell Reach Panel Ground Level			31.0	915.00
1	115254A	Storefront Panel			24.0	580.00
Posts						
1	111404D	124"Alum Post DB			30.0	330.00
2	111404C	132"Alum Post DB	31.0	345.00	62.0	690.00
2	111404B	140"Alum Post DB	34.0	350.00	68.0	700.00
1	111404N	140"Steel Post DB			83.0	285.00
2	111404A	148"Alum Post DB	36.0	365.00	72.0	730.00
1	111404M	148"Steel Post DB			88.0	330.00
2	111404Z	182"Steel Post DB (44" Bury)	105.0	440.00	210.0	880.00
Slides						
1	130798A	Double Swirl Slide 48"Dk DB			176.0	2,110.00
1	222708A	WhooshWinder Slide 72"Dk DB ¹			346.0	4,715.00

PlayCAD Quote

Date:04/10/2020

Rep Organization: Gerber Leisure
Products, Inc.
Contact Person: Kyla Reamon

Quote No: Opt2

By:KLP

Project Title: McFarland Planning

Location: McFarland, WI

PlayBooster® (5-12 years)						
PHASE-1 Direct Bury Mixed Material			UNIT		TOTAL	
QTY	NO.	DESCRIPTION	WEIGHT (lb)	PRICE (US \$)	WEIGHT (lb)	PRICE (2020)
Freestanding Play Motion & More Fun						
1	194704A	Boogie Board DB Only			173.0	2,290.00
1	205800A	TopsyTurny Spinner 42"Bury DB Only ¹			397.0	4,605.00
Signs						
1	182503C	Welcome Sign (LSI Provided) Ages 5-12 years Direct Bury			24.0	0.00
Site Furnishings						
1	185915A	Arches Bench DB			116.0	1,200.00
Surfacing						
4	100626A	30" Galvanized Stake	4.0	12.70	16.0	50.80
1	130799A	TuffTimbers Access Wedge			90.0	810.00
Swings						
3	174018A	Belt Seat ProGuard Chains for 8' Beam Height	8.0	120.00	24.0	360.00
1	177351A	Molded Bucket Seat (5-12 yrs) w/Harness ProGuard Chains for 8' Beam Height			48.0	800.00
1	177332A	Single Post Swing Frame 8' Beam Height Only			213.0	1,180.00
1	177333A	Single Post Swing Frame Additional Bay 8' Beam Height Only			129.0	880.00

SUMMARY	CONCRETE (cu-ft)	FOOTINGS (count)	LABOR (man-hours)	WEIGHT (lb)	PRICE (2020)
PlayBooster® (5-12 years) PHASE-1	96.3	33	70.0	3,775.0	42,450.80
Total Safety Zone Area = 2370 sq. ft.					

ALL PHASES	PlayBooster®	37.2	24	42.3	2,545.0	30,275.00
	Freestanding Play	59.1	9	27.8	1,230.0	12,175.80
	Total	96.3	33	70.0	3,775.0	42,450.80

- Square Footage calculation is approximate and for estimation purposes only. Landscape Structures shall not be held liable for any costs associated with surfacing by others.

PlayCAD Quote

Date:04/10/2020

Rep Organization: Gerber Leisure
Products, Inc.

Quote No: Opt2

By:KLP

Contact Person: Kyla Reamon

Project Title: McFarland Planning

Location: McFarland, WI

- Estimated man-hours do not include hours for custom product installation or site preparation.
- ¹ This Quote has a total weight above 5,000 lbs or product(s) that require a freight quote. Freight tables cannot be used - Please contact LSI for a freight quote.
- This quote is valid for 60 days. Purchase orders submitted with an expired quote are subject to price changes. Custom freight quotes are valid for 30. Expired custom freight quotes are subject to changes.



PO Box 42
Mount Horeb, WI 53572
Phone: 800-236-7758

Prepared by: Kyla Reamon / kyla@gerberleisure.com

QUOTE

DATE:	4/14/20
QUOTE Name:	Preliminary Option 2
Valid Until:	12/5/2020

Customer

Matt Saltzberry, PLA
D'Onofrio Kottke and Associates | Landscape Architect
7530 Westward Way | Madison, WI 53717
Phone (608) 833-7530 | Fax (608) 833-1089
msaltzberry@donofrio.cc | www.donofrio.cc

DESCRIPTION	QTY	PRICE	AMOUNT
New Landscape Structures play equipment, per attached 2D, 3Ds & Component List	1	42450.8	42,450.80
Discount on equipment, per Kyla	1	-4225.8	-4,225.80
Freight to installer	1	900	900.00
Professional installation of above listed equipment *includes digging footing holes, assembly of equipment, concrete for footings *does not include excavation, site prep/leveling, surfacing, installation of surfacing	1	12575	12,575.00
Certified playground wood fiber surfacing, delivered & installed, 160 cubic yds	1	5625	5,625.00
Excavation, site prep/leveling not included in quote - 3,600 Sq. Ft (60X60)			0.00
<i>The equipment that I have proposed would comply with the current ADA guidelines in and of itself assuming that accessible resilient surfacing is supplied underneath the equipment including under and around the auxiliary ground level equipment, and an access pathway to the area is provided</i>			

TERMS AND CONDITIONS

1. A 50% deposit is required to place the order
2. Customer will be billed for equipment upon receipt of signed quote
3. Additional services will be billed upon completion of the project
4. Payment will be due within 30 days of invoice date
5. Please mail or email signed price quote to the address above

Customer Acceptance (sign below):

x _____

Print Name:

Subtotal	\$57,325.00
Taxable	\$0.00
Tax rate	0.000%
Tax due	\$0.00
Other	\$0.00
TOTAL Due	\$57,325.00

If you have any questions about this price quote, please contact: Kyla Reamon at 608-437-7037 / kyla@gerberleisure.com

Thank You For Your Business!

September 17, 2020

Andrew Bremer
Village of McFarland
5915 Milwaukee Street
McFarland, WI 53558

RE: Rosewood Fields
Parks Commission Submittal

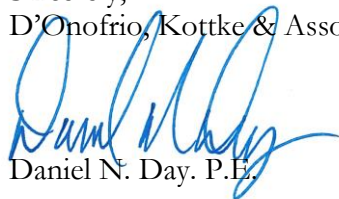
Dear Andrew:

We are pleased to submit an updated plan for the Utterback Park at Rosewood Fields. We have incorporated comments from the Park Commission on August 27th and your comments from September 3rd. Below is a list of our updates:

- The landscape plan was updated to provide more shade around the play equipment area. We selected trees that do not have significant fruit that might litter the play equipment area
- We have identified a Short Grass Prairie as the plant community we would like to go into the 'Natural Plant' areas. We plan to work with a plant community specialist, as well as with the Village, to select the appropriate seed mix and maintenance/grow-in plan. We have also adjusted the tree species within the short grass prairie so that they would better fit a prescribed burn maintenance plan if that ends up being part of the plan
- Benches were added to the play equipment area, and the play equipment design was adjusted to include more opportunities for 2-5 year old play
- A potential future shelter and path was added to the plan set per your direction
- We have added a sheltered portable toilet to the plans
- We have shown a location where sewer and water can be stubbed in.

We look forward to presenting at the Commission on September 24th. Please let us know if you have questions or comments prior to the meeting.

Sincerely,
D'Onofrio, Kottke & Associates, Inc.



Daniel N. Day, P.E.

cc: Chris Ehlers, Veridian Homes
Brian Munson, Vandewalle Associates
Matt Saltzberry, D'Onofrio, Kottke & Associates

U:\User\1907114\Surveying\Final Plat Submittal (8-25-20)\Parks Commission Submittal & Presentation (9-24-20)\RF Parks Subm (9-24-20).doc



D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

PRELIMINARY OVERALL SITE PLAN

**ROSEWOOD FIELDS
UTTERBACK PARK**

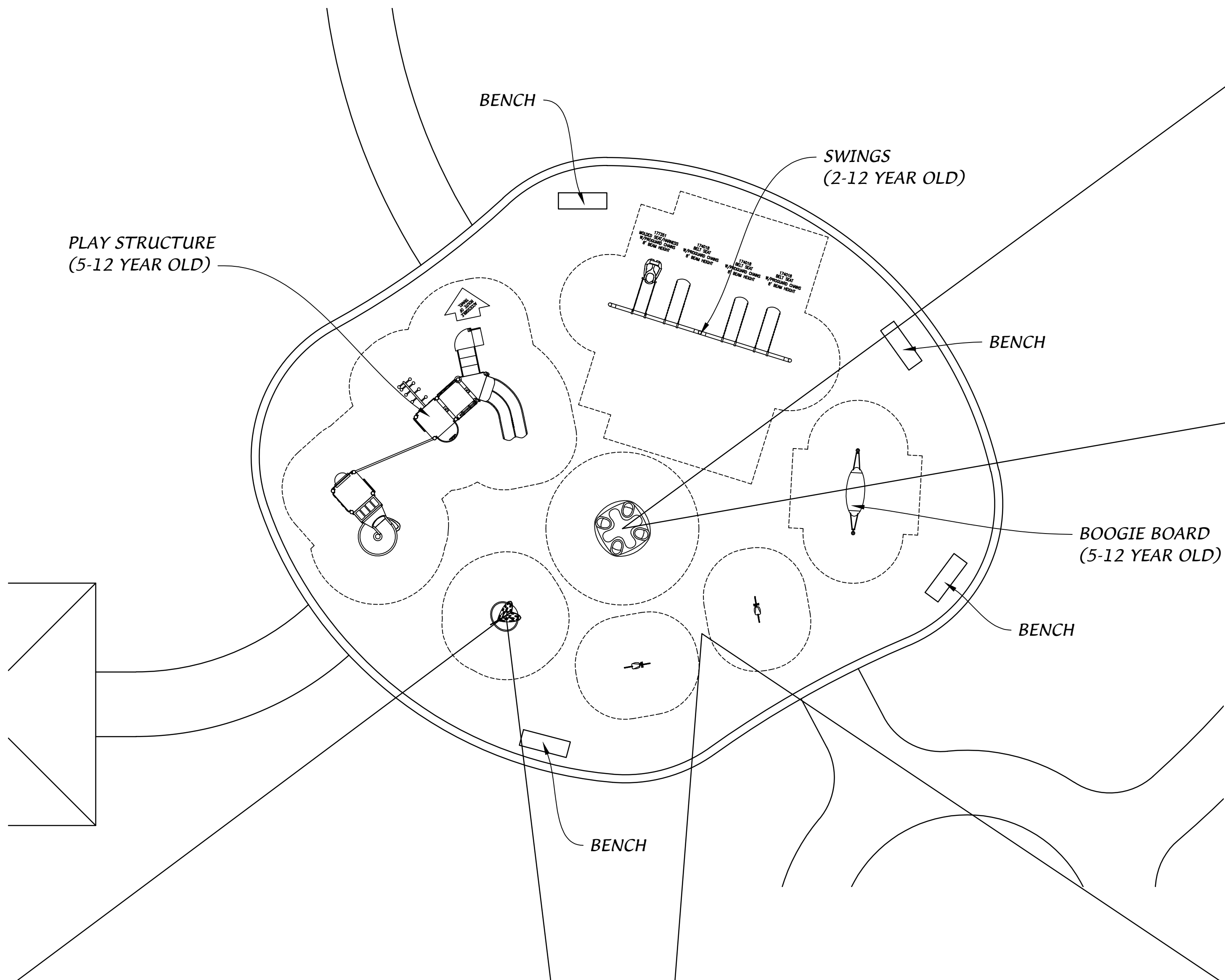
VILLAGE OF WALUNAKEE, DANE COUNTY, WISCONSIN

DATE: 09-17-20
REVISED:

DRAWN BY: MS

FN: 19-04-117

Sheet Number:
L100



OMNI-SPIN (2-12 YEAR OLDS)



PRELIMINARY PLAY EQUIPMENT
(5-12 YEAR OLD)



CLIMBER OPTION (2-5 YEAR OLD)



SPRING RIDER OPTIONS (2-5 YEAR OLDS)



PRELIMINARY PLAY EQUIPMENT
(5-12 YEAR OLD)

PRELIMINARY DRAFT
FOR REVIEW ONLY



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, September 24, 2020

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion regarding parks project planning for 2021.

PREVIOUS ACTION:

ISSUE SUMMARY:

Included is a review of proposed projects within the current 2020-2024 Capital Improvement Plan as they relate specifically to parks. This information has previously been provided in July and August. Here is a summary of the current year active projects as well as what we might be looking at for next year:

- **2020**
 - Community Park Master Plan - This process is underway. Public Input session has been held, Consultant working on bringing plan together. Likely completed in early 2021.
 - McDaniel Park - Work is underway to construct the facility addition to the bathrooms and the second open air shelter. This will be completed this year with some restoration work spilling into the next year.
 - McFarland Park Master Plan - This process is underway. Public Input session has been held, Consultant working on bringing plan together. Likely completed in early 2021.
 - Special Needs Park Plan - This process is underway. Public Input session has been held, Consultant is focusing conceptual site plan development at Cedar Ridge Park, and will bring back their plan for review this Fall. We are working to complete this plan in 2020 and then work in future improvements to the next 5 year Capital Improvement Plan.
 - Urso/Schuetz Park - Certainly a very active area in 2020 for a lot of reasons. The new facility construction is underway and will be finished this Fall, final paving and other restoration might be delayed till Spring as a result of weather conditions. Work is also beginning soon to expand the dog park and bring together final improvements for Disc Golf. All of which is planned to be completed in the Spring next year for full use next Summer.



- **2021**

- Brandt Park - A parking lot is proposed for Brandt Park to help support offstreet parking needs and for the adjacent trail. This would be located in the southeast corner of the park.
 - General Improvements - Annually, funds are set aside within the Parks Fund to develop playgrounds either as an addition, new installation, or reconstruction. This is available annually and we would need to consider a location to apply the funds and begin to study.
 - Pickleball - A project that has received plenty of discussion and study in 2020, its construction will linger into 2021 after we finalize our plans, complete designs, and bid the project in the coming winter and spring seasons.
 - Ridgeview Tot Lot - We have applied for a grant in 2020 that could be utilized for this park in 2021. Need to submit application and await results of award before moving forward. Could also be considered under general improvements if Grant not successful.

This is presently where we are at this year and likely where we are next year. Beyond that, the enclosure within the packet gives perspective on later years. Through current master planning efforts we also know there are other projects needs to be included in this to some extent which likely can be engaged in the future as we plan out the next 5 year CIP.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. 2020-2024 McFarland CIP - Parks Projects 09172020 mgs

2020 Program Year

McFarland Park Projects

Project	Year	Description	400 Capital Projects	405 Parks	Total	Costs		Status	Timeline	Notes
						YTD	Variance			
Aquatics Plan/Design	2020	Contracted planning services to review options for public pool or splashpad development.	25,000	0	25,000	12,000	(13,000)	ON HOLD	December 2020	Initial concepts prepared and reviewed by Committee. Planning work to resume this Fall.
Community Park	2020	Contracted planning services to develop new Master Plan for property.	25,000	0	25,000	4,586	(20,414)	IN PROCESS	December 2020	Initial data collection complete, contacting stakeholders, preparing for public input/survey.
General Improvements	2020	Annually we set aside money within the Parks Fund to pay for playground improve, used as needed.	0	50,000	50,000	0	(50,000)	NO PROJECT IDENTIFIED	TBD	Need to determine a park in which we wish to replace equipment, presently none selected.
Larson Park	2020	Plan development for improvements to Larson Park.	15,000	0	15,000	11,724	(3,276)	ON HOLD	October 2020	Concept plan complete, need to solicit input, finalize plan. Schedule in future year CIP.
McDaniel Park	2020	Addition of concession space, remodel bathroom, new Open Air Shelter.	150,000	150,000	300,000	44,689	(255,311)	IN PROCESS	November 2020	Contract awarded, finalizing preparation, works to begin in September.
McFarland Park	2020	Contracted planning services to develop new Master Plan for property.	25,000	0	25,000	4,195	(20,805)	IN PROCESS	December 2020	Initial data collection complete, preparing public input, building plan.
Park Design	2020	Contracted planning services to develop plan for special needs park.	17,000	0	17,000	10,211	(6,789)	IN PROCESS	December 2020	Initial data collection complete, contacting stakeholders, preparing for public input/survey.
Park Equipment	2020	Smaller amenities needed within the park from year to year like a bench, specific piece of playground equipment, or other related item.	0	15,000	15,000	12,937	(2,063)	AS NEEDED	December 2020	Main present use of these funds are the new scoreboards at Brandt Park. The Softball Association will reimburse the Village for half of this cost.
Property Acquisition	2020	Placeholder within the CIP to include annually, no property targeted.	0	0	0	0	0	NO PROJECT IDENTIFIED	TBD	Included in the annual CIP as a placeholder in case opportunities arise, presently none available.
Ridgeview Tot Lot	2020	Playground improvement to replace and enhance existing equipment.	0	25,000	25,000	0	(25,000)	IN PROCESS	TBD	Grant application approved, filing, and waiting on results of award.
Siggelkow Road Park	2020	Budgeted site for funding Pickleball development currently in planning phase.	15,000	0	15,000	5,532	(9,468)	IN PROCESS	December 2020	Planning process continues in Fall, consider design in Winter 20/21 and construction Spring 21.
Urso/Schuetz Park	2020	Included 4 projects as follows:	850,000	250,000	1,100,000	265,222	(834,778)	IN PROCESS	March 2021	Everything complete with all restoration done is likely planned in the Spring 21.
Shelter	2020	Construct a new indoor/outdoor dog wash/bathroom shelter with parking lot.	527,482	250,000	777,482	57,580	(719,902)	IN PROCESS	November 2020	Contract awarded, finalizing preparation, works to begin in September.
Dog Park Expansion	2020	Regarding the southwestern end of dog park to expand boundaries.	38,278	0	38,278	0	(38,278)	IN PROCESS	September 2020	Project underway again with all approvals, permits in hand.
Woodland Clearing	2019	Continuation of clearing within the park to remove excess vegetation.	38,240	0	38,240	38,240	0	COMPLETE	February 2020	Project is complete.
Disc Golf	2019	Construct disc golf course within the park on west, central portions of park.	246,000	0	246,000	169,403	(76,598)	IN PROCESS	October 2020	Contracted portion complete, working on implementing remaining aspects.
Totals			1,122,000	490,000	1,612,000	371,096	(1,240,904)			

2021 Program Year

McFarland Park Projects

Project	Year	Description	400	405	Total	Costs		Status	Timeline	Notes
			Capital Projects	Parks		YTD	Variance			
Brandt Park	2021	Construction of a public parking lot to support the park and adjoining trail.	100,000	100,000	200,000	0	(200,000)	FUTURE BUDGET CYCLE	June 2021	Project requires to be designed and bid over the Winter (20/21) for construction in the Spring (21).
General Improvements	2021	Annually we set aside money within the Parks Fund to pay for playground improve, used as needed.	0	50,000	50,000	0	(50,000)	NO PROJECT IDENTIFIED	TBD	Need to determine a park in which we wish to replace equipment, presently none selected. Would be a good use of funds to bring parks up to ADA compliance.
Park Equipment	2021	Smaller amenities needed within the park from year to year like a bench, specific piece of playground equipment, or other related item.	0	15,000	15,000	0	(15,000)	AS NEEDED	December 2021	Staff evaluates use of funds as needs arise throughout the year.
Property Acquisition	2020	Placeholder within the CIP to include annually, no property targeted.	0	0	0	0	0	NO PROJECT IDENTIFIED	TBD	Included in the annual CIP as a placeholder in case opportunities arise, presently none available.
Urso/Schuetz Park	2021	Presently a placeholder for work not completed in the previous year or items desired to be moved up a year.	0	0	0	0	0	FUTURE BUDGET CYCLE		No specific improvement targeted for 2021.
Totals			100,000	165,000	265,000	0	(265,000)			

*** There are likely several projects from 2020 that are either in plan and/or design stages which could be implemented in 2021 if desired. While the current plan for next year seems small, there are likely going to be considerations for a special needs park, pickleball development, improvements to Larson Park, phases from Community Park Plan, etc. are some of the options that may be desired to move forward within this program year from last program year.***

2022 Program Year

McFarland Park Projects

Project	Year	Description	400	405	Total	Costs		Status	Timeline	Notes
			Capital Projects	Parks		YTD	Variance			
Community Park	2022	Presently a financial placeholder to provide funding for the first phase of the Master Plan currently being developed in Program Year 2020.	500,000	500,000	1,000,000	0	(1,000,000)	FUTURE BUDGET CYCLE	TBD	Need to adjust within the next CIP to align with phasing plan currently under development.
General Improvements	2022	Annually we set aside money within the Parks Fund to pay for playground improve, used as needed.	0	50,000	50,000	0	(50,000)	NO PROJECT IDENTIFIED	TBD	Need to determine a park in which we wish to replace equipment, presently none selected. Would be a good use of funds to bring parks up to ADA compliance.
Park Equipment	2022	Smaller amenities needed within the park from year to year like a bench, specific piece of playground equipment, or other related item.	0	15,000	15,000	0	(15,000)	AS NEEDED	December 2022	Staff evaluates use of funds as needs arise throughout the year.
Property Acquisition	2022	Placeholder within the CIP to include annually, no property targeted.	0	0	0	0	0	NO PROJECT IDENTIFIED	TBD	Included in the annual CIP as a placeholder in case opportunities arise, presently none available.
Urso/Schuetz Park	2022	Continued work on natural restoration as identified within Master Plan. Also consider cleaning waterway through park.	350,000	0	350,000	0	(350,000)	FUTURE BUDGET CYCLE	TBD	Staff will need to evaluate remaining restoration tasks needed within the park as well as feasibility of waterway improvements.
Totals			850,000	565,000	1,415,000	0	(1,415,000)			

2023 Program Year

McFarland Park Projects

Project	Year	Description	400 Capital Projects	405 Parks	Total	Costs YTD	Variance	Status	Timeline	Notes
General Improvements	2023	Annually we set aside money within the Parks Fund to pay for playground improve, used as needed.	0	50,000	50,000	0	(50,000)	NO PROJECT IDENTIFIED	TBD	Need to determine a park in which we wish to replace equipment, presently none selected. Would be a good use of funds to bring parks up to ADA compliance.
Park Equipment	2023	Smaller amenities needed within the park from year to year like a bench, specific piece of playground equipment, or other related item.	0	15,000	15,000	0	(15,000)	AS NEEDED	December 2023	Staff evaluates use of funds as needs arise throughout the year.
Property Acquisition	2023	Placeholder within the CIP to include annually, no property targeted.	0	0	0	0	0	NO PROJECT IDENTIFIED	TBD	Included in the annual CIP as a placeholder in case opportunities arise, presently none available.
Urso/Schuetz Park	2023	Larger facility project envisioned within Master Plan that exists on the western edge of the project in line with the parking lot and disc golf.	1,250,000	0	1,250,000	0	(1,250,000)	FUTURE BUDGET CYCLE	TBD	We will need to evaluate desirability to pursue project and when in concert with other improvements including LYRT. Need to consider design funding in 2022.
Totals			1,250,000	65,000	1,315,000	0	(1,315,000)			

2024 Program Year

McFarland Park Projects

Project	Year	Description	400	405	Total	Costs		Status	Timeline	Notes
			Capital Projects	Parks		YTD	Variance			
Community Park	2022	Presently a financial placeholder to provide funding for the first phase of the Master Plan currently being developed in Program Year 2020.	500,000	500,000	1,000,000	0	(1,000,000)	FUTURE BUDGET CYCLE	TBD	Need to adjust within the next CIP to align with phasing plan currently under development.
General Improvements	2022	Annually we set aside money within the Parks Fund to pay for playground improve, used as needed.	0	50,000	50,000	0	(50,000)	NO PROJECT IDENTIFIED	TBD	Need to determine a park in which we wish to replace equipment, presently none selected. Would be a good use of funds to bring parks up to ADA compliance.
Park Equipment	2022	Smaller amenities needed within the park from year to year like a bench, specific piece of playground equipment, or other related item.	0	15,000	15,000	0	(15,000)	AS NEEDED	December 2024	Staff evaluates use of funds as needs arise throughout the year.
Property Acquisition	2022	Placeholder within the CIP to include annually, no property targeted.	0	0	0	0	0	NO PROJECT IDENTIFIED	TBD	Included in the annual CIP as a placeholder in case opportunities arise, presently none available.
Totals			500,000	565,000	1,065,000	0	(1,065,000)			



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, September 24, 2020

SECTION: Business

DEPARTMENT: Administration

CONTACT: Sayer Larson, Parks Superintendent

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding the appointment of the Village Forester.

PREVIOUS ACTION:

ISSUE SUMMARY:

Section 59-21 of the Village Code of Ordinances provides the duties of the Village Forester. Pursuant to 59-19(4)(d) the Parks, Recreation and Natural Resources Committee is provided the power and duty to make recommendation to the Village Board regarding the selection of the Village Forester and the hiring and retaining of urban forestry contractors to assist with Village Tree Management.

The Village Forester is charged with a variety of duties outlined in the attached ordinance. The reason this item is brought forth for consideration is the Village does not currently have an appointed Village Forester. Many of these duties fall within the duties already performed by the Parks Superintendent. The ordinance also provides the Village Forester additional powers and duties to address trees on both public and private property that are a nuisance or potential safety hazard. The Village from time to time runs into private property disputes between neighbors in which a shared tree has potentially become hazardous. The ordinance clearly provides it is not the duty of the Village Forester to routinely inspect or be responsible for trees on private property, but does provide the authority to intervene when a tree has become hazardous or a nuisance that endangers the public, other trees, or other public improvements. In the event there was concerns regarding a hazardous tree that potentially needed to be removed, it would be done so by the Village Forester with consultation of a certified arborist.

FINANCIAL/BUDGET IMPACT:

None

VILLAGE PLAN REFERENCE:

N/A

ORDINANCE REFERENCE:

Village Code of Ordinances Sections 59-21 through 59-33.



BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Staff recommends appointing the Parks Superintendent to serve as the Village Forester.

ATTACHMENTS:

1. Village Forester - Chapter 59

Sec. 59-21. - Duties of Village Forester.

- (a) In addition to other duties specified in this Article, the Village Forester shall inspect and maintain the inventory list of trees on Village property and inspect trees for health. The Village Forester shall notify landowners of trees hanging over the public right-of-way that require trimming and provide contact information at the UW Extension for residents requiring answers to tree and shrub questions.
- (b) If the Village Forester becomes aware of a potential public nuisance through the normal conduct of Village business or receives a report of a potential public nuisance:
 - (1) The Village Forester may only enter private property in compliance with the following procedure and only if public safety requires intervention. The Village Forester shall first make visual inspection from off the property; second, the Village Forester will inform the property owner in writing of the need for an inspection of a tree or shrub; third, the Village Forester shall gain consent from the property owner; and fourth, the Village Forester shall make an inspection and report to both the property owner and the Parks Manager on the findings. If a property owner refuses entry on their property, the Village Forester may obtain a special inspection warrant pursuant to Wis. Stats. § 66.0119 from the municipal court prior to inspecting the property.
 - (2) In the event of an emergency requiring immediate access to the property, the Village Forester may enter the property after reasonable efforts to contact the property owner.
- (c) The Village Forester or authorized representative may, after making a reasonable attempt to notify the homeowner, enter upon private premises at all reasonable times for the purpose of examining any tree or shrub located upon or over such premises and carrying out any of the provisions of this Article.
- (d) The Village Forester is charged with making the determination of a heritage tree designation. Any tree, grove of trees, shrub or group of trees, growing on public property within the Village limits, which meets any of the following criteria may have the heritage designation.
 - (1) Any tree, grove of trees or shrubs that may have historical significance, including those that were/are:
 - a. Planted as a commemorative;
 - b. Planted during a particularly significant historical era; or
 - c. Marking the spot of an historical event.
 - (2) Any tree, grove of trees or shrubs having horticultural or ecological significance:
 - a. Long-lived species such as oak, hickory and white pine are especially desirable for this designation;
 - b. No species of tree or shrub listed in Section 59-36 may gain the heritage designation;
 - c. A distinctive specimen in size or structure for its species (determined by comparing the tree or shrub to average trees and shrubs of its species in the Village);
 - d. A rare or unusual species for the McFarland area (to be determined by the number of similar trees of the same species within the Village);
 - e. Trees or shrubs providing valuable habitat; or
 - f. Trees or shrubs identified by the Village Board via a Village-wide survey as having significant arboricultural value to the citizens of the Village.
 - (3) For a tree or shrub to meet the heritage tree designation, it must be of sound health and have been tagged by the Village Forester or designated representative as meeting the heritage tree criteria described in this Section, and cannot be a species listed in Section 59-36.

No heritage tree may be removed without written permission from the Village Forester. If a removal permit is granted, the person responsible for its removal may be required to remediate the trees removed by replanting. No replacement is required for removal of dead, diseased, or potentially hazardous heritage trees or those that are listed as nuisance trees in Section 59-36.

(Code 1998, § 6-4-3; Ord. No. 2007-09, § 1(6-4-3), 10-22-2007; Ord. No. 2014-01, § 1, 3-31-2014)

Sec. 59-22. - Interference with the Village Forester prohibited.

No person shall interfere with the Village Forester or the Village Forester's authorized representative while they are engaged in carrying out any work or activities authorized by this Article.

(Code 1998, § 6-4-4; Ord. No. 2007-09, § 1(6-4-4), 10-22-2007)

Sec. 59-23. - Abatement of tree disease and insect nuisances.

- (a) *Insects and pathogens.* The Village Board has determined that there are many trees growing on public and private premises within the Village, the loss of which would substantially depreciate the value of public and private property, impair the use and enjoyment of public and private premises and erode the tax base of the Village, and that the health and life of such trees is threatened by fatal insect infestation and diseases. The Village Board hereby declares its intention to control and prevent the spread of pests and specifically declares oak wilt and the insect vectors of this and other such diseases to be public nuisances. The Village Board also authorizes the Natural Resources Committee to investigate new diseases and nuisances as they come into existence and authorizes said Natural Resources Committee to take actions similar to those described herein for such future diseases and nuisances.
- (b) *Treatment.* When made aware that any tree, shrub or part thereof growing on private property is a public nuisance, or which endangers life, health, safety or public property or which is infested with parasites, insect pests or disease that may spread or disperse to public trees and shrubs, the Village Forester shall notify the owner or agent (in accordance with Section 59-21(c)) that the nuisance must be sprayed, removed or otherwise abated as directed within a reasonable period of time as directed by the Village Forester. If the owner fails to comply with the terms of the notice, the Village Forester may perform the necessary remediation and charge the cost thereof to the owner. If the owner fails to pay the cost within 30 days thereof, the Village may place the unpaid amount on the tax roll as a special charge pursuant to Wis. Stats. § 66.0627.
- (c) *Abatement of nuisances with public and private trees; duty of Village Forester.*
 - (1) The Village Forester shall order, direct, supervise and control the abatement of public nuisances as defined in Section 59-20 by spraying, removing, burning, quarantining, trenching to sever root grafts or by other means the Village Forester determines to be necessary to prevent as fully as possible the spread of any deleterious or fatal tree disease or insect pest or the vectors known to carry such diseases. The Village Forester shall provide advance notification to adjacent property owners if trees are to be sprayed.
 - (2) Whenever the Village Forester, after inspection or examination shall determine that a public nuisance as herein defined exists on public property in the Village, the Village Forester shall immediately abate or cause the abatement of such nuisance in such manner as to destroy or prevent as fully as possible the spread of any deleterious or fatal tree disease or insect pest or vectors known to carry such disease pathogens.
 - (3) Whenever the Village Forester shall find, on examination, or is otherwise made aware, that any tree or shrub or part thereof growing or located upon private property is a public nuisance as defined in Section 59-20, or which endangers the life, health, safety, or public property, or which is infested with parasites, insect pests or disease that may spread or disperse to public trees and shrubs, the Village Forester shall notify the owner or agent, by personal service or certified mail, that the nuisance must be sprayed, removed, or otherwise abated as directed in the notice within a reasonable period of time as determined by the Village Forester unless the Village Forester shall determine that immediate correction or removal is necessary for public safety. If the

owner of such property or agent thereof shall refuse or neglect to comply with the notice, the Village Forester shall cause the nuisance to be abated and shall report the expense thereof to the Village Clerk who shall enter it as a special charge against the property under Wis. Stats. § 66.0627 upon which the tree or shrub is located.

- (d) *Oak wilt prevention.* The Village Board has determined that the health of oak trees within the Village limits is threatened by the fatal disease known as oak wilt. The loss of oak trees growing on private and public property substantially depreciates the value of property within the Village and impairs the safety, general welfare and convenience of the public. It is in the public interest for protection of public and private property to control the spread of oak wilt fungus. The spread of oak wilt fungus is believed to be increased by the cutting and pruning of oak trees between April 1 and October 1 of each year. Accordingly, the Village Board hereby declares oak wilt as a public nuisance.
- (e) *Oak wilt management.*
- (1) Whereas the Village Board recognizes that oak wilt is spread more readily from tree to tree during the spring and summer months than during other times of the year, the Village Board hereby declares its intention to help control the spread of this disease by regulating work on these tree species during this sensitive period.
 - (2) No removal, pruning or maintenance of any oak tree shall be conducted annually between the dates of March 1 to November 1 without written permission from the Village Forester.
 - a. The Village Forester may grant an exemption in cases where pruning or removal is necessary to abate an imminent and immediate hazard or in cases of storm-damaged trees.
 - b. The Village Forester may grant an exemption for public utilities; however, such an exemption shall be stipulated within the work permit issued by the Village to the utility as described in Section 59-24.

In the case of any exemption, all possible precautions shall be exercised in order to limit the infection of these trees, including the application of a sterile wound dressing/paint to pruning wounds created during this time. Such wound dressing should be applied at the time pruning occurs.
- (f) *Stump removal.* After the removal of any public tree or shrub, the Village Forester may cause the removal of such public tree or shrub's stump at the Village's expense. If a private tree or shrub is removed for the purpose of abating a public nuisance and at the order of the Village Forester, the Village Forester may also cause the removal of such private tree or shrub's stump if its presence also poses a public nuisance as defined in Section 59-20 and the expense shall be charged to the property pursuant to Wis. Stats. § 66.0627.

(Code 1998, § 6-4-5; Ord. No. 2007-09, § 1(6-4-5), 10-22-2007)

Sec. 59-24. - Permit for planting, maintenance and removal of trees and shrubs.

- (a) *Permit required.* No person, except upon order of the Village Forester, shall plant, transplant, move, spray, brace, trim, remove, or perform major pruning as determined by the Village Forester on a tree or shrub in the public right-of-way terrace area or cause such act to be done by others without first obtaining a written permit for such work from the Village Forester as herein provided. The applicant shall comply with the planting standards of Section 59-25. The fee for the permit shall be as established by the Village Board from time to time and provided in Appendix A to this Code.
- (b) *Permit exemptions.* No permit shall be required to cultivate, fertilize or water trees or shrubs or for work by Village personnel on park properties. No permit is necessary to plant trees inside the property line.
- (c) *Permit requirements and conditions.*
 - (1) If the Village Forester determines that the proposed work or planting described in an application for a permit is necessary and in accord with the purposes of this Article, taking into account the safety, health and welfare of the public, location of utilities, public sidewalk, driveways and street lights, general character of the area in which the tree or shrub is located or proposed to be located, type of soil, characteristics and physiological

- need of the genus, species and variety of tree or shrub, the Village Forester shall issue a permit to the applicant. Trees may be planted in the terrace area, but any damage to streets and sidewalks caused by such trees shall be at the cost of the adjacent property owner.
- (2) As a condition of granting any permit to remove a public tree or shrub, the Village Forester may require that the permittee replace the one removed; and no permittee under such a conditional permit shall fail, refuse, or neglect to plant trees or shrubs of the type, size, and in the location specified in the permit.
 - (3) As a condition of granting any permit to maintain a public tree or shrub, the Village Forester may require the work to be performed by a certified arborist according to the most current version of the American National Standards Institute's A300 Standards for Pruning and for Cabling and Bracing (see Public Works Department for more information).
- (d) *Permit form; expiration; inspection.* Every permit shall be issued by the Village Forester on a standard form and shall include a description of the work to be done and shall specify the genus, species and variety, size, nursery grade and location of trees or shrubs to be planted, if any. Any work under such permit must be performed in strict accordance with the terms thereof and the provisions of this Article. Permits issued under this Section shall expire three months after date of issuance. There will be no charge for this permit.
- (e) *Permits to public utilities.*
- (1) Whenever a permit is issued under this Section to a public utility to remove, trim, prune, cut, disturb, alter or perform surgery on any public tree or shrub, the Village Forester shall limit the work to be done to the actual necessities of the utility and may assign an inspector to supervise the work done under the provisions of the permit. The expense of such inspection or supervision shall be charged to the utility at the usual Village rate.
 - (2) A public utility may secure an annual working agreement with the Village Forester's office that gives the Village Forester the authorization to supervise and direct work associated with trees and shrubs.

(Code 1998, § 6-4-6; Ord. No. 2007-09, § 1(6-4-6), 10-22-2007)

Sec. 59-25. - Planting of trees and shrubs.

- (a) *Purpose.* The Village Board hereby states its determination that the planting, care and protection of the trees within the Village is desirable for the purposes of beauty, shade, comfort, noise abatement and economic betterment, and hereby encourages all persons to assist in a program of tree planting, care and protection.
- (b) *Tree planting program.* The Village shall require a diversification of tree species. The Natural Resources Committee shall designate the types of trees to be planted in the planting of public trees. On newly opened streets, the Natural Resources Committee may designate the size, type, or types of trees or shrubs and the manner in which they shall be planted, using the Village of McFarland Landscaping Standards. Developers shall provide a copy of the planting plan to the Village Forester identifying the species to be planted.
- (c) *Planting standards.*
 - (1) The size, genus, species, variety and nursery grade of trees and shrubs to be planted in public areas and boulevards and the manner of planting shall be submitted to the Village Forester for approval before commencement of such work.
 - (2) The following provisions shall apply:
 - a. All new street trees must be selected from a list of approved trees compiled by the Natural Resources Committee and described within Section 59-35. New trees must be single stemmed with a minimum trunk diameter of one and one-half inches measured at six inches above ground level.
 - b. The tree shall be planted in accordance with the planting specifications given in Section 59-34.
 - c. The tree shall be kept well watered and mulched in accordance with the young tree maintenance specification given in Section 59-34.

- d. The good health of all trees planted hereunder shall be guaranteed for two years by the developer, after which shall become the property of the Village.
- (3) On newly opened streets, curbs and sidewalks must be installed prior to street tree planting. Distance between the face of the curb and the outer edge of the sidewalk must be at least five feet. Trees must be planted half way between the sidewalk and curb unless underground utilities prevent such planting. No tree shall be planted closer than two feet from the curb.
- (4) Due to the complexities of determining tree placement, exact planting locations shall be selected and staked by the Village Forester prior to planting. Trees may not be planted closer than:
 - a. Twenty-five feet to a utility or street lighting pole for large and medium growing species and 15 feet for small growing species (see Section 59-35 for species description).
 - b. Fifteen feet to a driveway or alley.
 - c. Six feet to a fire hydrant, water stop box or gas shut-off. If possible, allow more distance than six feet.
 - d. Twenty-five feet to the intersection of two streets from either corner measured on the property line.
 - e. Fifty feet between large and medium growing tree species and 25 feet between small growing tree species (see Section 59-35).
 - f. Trees and shrubs located within 15 feet of overhead utility wires shall be limited to those with a mature height that is at least five feet less than the height of the wires.
- (5) New street trees shall not be planted over an existing tree stump within two years of removal unless the previous tree's stump has previously been removed to a depth of four feet.
- (6) The property owner has the responsibility to locate underground utilities before digging.
- (7) Only Village-approved, small-growing trees (see Section 59-35 for species description) may be planted where there are overhead utility wires.
- (8) Evergreen trees shall not be planted in a terrace area.
- (9) It shall be unlawful to plant or maintain shrubbery, ground cover or other plants not considered to be a deciduous leaf tree within terrace areas whose growth is in excess of 18—24 inches in height above the top of the nearest curb.
- (d) *Improperly planted trees.* Trees, plants or shrubs planted within any terrace or planting easement without the authorization and approval of the Village Forester may be removed. The Village Forester shall notify the abutting owner in writing, listing the improperly planted trees, plants or shrubs, ordering their removal, and establishing a reasonable time within which such removal shall be accomplished. In the event that removal is not to be accomplished within the time specified, the Village may remove such trees, plants or shrubs and charge the costs thereof to the owner pursuant to Wis. Stats. § 66.0627.
- (e) *Mulching or framing.* Any person, adjacent to whose land any shade or ornamental tree or shrub is growing in any street, may, for the purpose of protecting such tree or shrub, cover the soil surface beneath a tree's crown with mulch and/or surround the same with a box or frame suitable for protection, but all such work shall be performed under the supervision and direction of the Village Forester.
- (f) *Approved street trees.* A list of tree types that are approved for planting within Village terraces, including tree genus, species and variety, can be found in Section 59-35.
- (g) *Prohibited trees and shrubs.* Various types of trees and shrubs are inappropriate for planting within Village terraces due to their poor structure and/or fruiting characteristics (see Section 59-36). The planting of these tree and shrub species within terrace areas is prohibited.
- (h) *Certification.* Following the completion of all plantings of trees in accordance with a landscaping plan by a developer, the developer shall request that the building inspector certify that all plantings have been completed in accordance with the approved landscaping plan. In the event that the plantings are not in compliance with the

approved landscaping plan, the building inspector shall specify the necessary additional plantings or revisions of the plan that are necessary in order to comply with the approved landscaping plan. Any security required for the landscaping plan shall not be released by the Village until the building inspector has certified compliance with the approved landscaping plan.

(Code 1998, § 6-4-7; Ord. No. 2007-09, § 1(6-4-7), 10-22-2007; Ord. No. 2010-14, §§ 1—3, 6-28-2010; Ord. No. 2011-06, § 2, 5-23-2011)

Sec. 59-26. - Trimming.

- (a) Trees and shrubs standing in or upon any public right-of-way between the lot line and the curb or ledge of the improved street or upon any private premises adjacent to any public street, right-of-way, park, playground, or place shall be kept trimmed by the owner of the premises upon or in front of which such trees or shrubs are standing so that the lowest branches projecting over the public street or right-of-way provide a clearance of not less than 13½ feet and over all other public places of not less than ten feet. The Village Forester may waive the provisions of this Section for newly planted trees if the Village Forester determines that they do not interfere with public travel, obstruct the light of any street light, or endanger public safety. Further exemptions may be granted for shade trees located in Village Parks.
- (b) The Village Forester may determine the necessity of such pruning.
- (c) Clearance from sidewalk to lower branches shall not be less than ten feet. All trees standing upon private property in the Village, the branches of which extend over the line of the street, shall be trimmed so that no branch shall grow or hang over the line of the sidewalk lower than ten feet above the level of the sidewalk. No tree shall be permitted to grow in such a manner as to obstruct the proper diffusion of light from any public street light.
- (d) Trimming or pruning of more than one-quarter of the crown shall be considered to be major pruning and shall require a permit from the Village Forester.

(Code 1998, § 6-4-8; Ord. No. 2007-09, § 1(6-4-8), 10-22-2007)

Sec. 59-27. - Trees and shrubbery obstructing view at intersection or view of traffic signs.

- (a) Notwithstanding any other provision of this Article, no person shall maintain, plant or permit to remain on any private or public premises situated at the intersection of two or more streets or alleys in the Village any hedge, tree, shrub or other growth that may obstruct the view of the operator of any motor vehicle or pedestrian approaching such intersection.
- (b) It is unlawful for any person to plant, cause to grow, allow to grow or maintain any trees, bushes, shrubbery or vegetation of any kind that is an obstruction to the clear and complete vision of any traffic sign or driveway approach to a street in the Village. It shall be the duty of every owner of such tree, bush, shrubbery or vegetation to remove such obstruction.
- (c) In the case of corner lots, no vegetation shall be grown or permitted to grow between the heights of three feet and ten feet above the curb level or its equivalent within the triangular space formed by two intersecting street lines or their projections and the line joining points on such street lines located a minimum of 25 feet from the street intersection in order to provide adequate vehicular vision clearance.
- (d) Any shrub, tree or other plant that obstructs the view at an intersection or the view of a traffic sign shall be deemed to be dangerous to public travel and the Village Forester may order, by written notice, the owner or occupant of any private place or premises on which there stands a tree or shrub that unreasonably interferes with or encroaches upon the street or sidewalk, to take such steps as are necessary to remove such interference. If such owner or occupant fails, within ten days of receipt of notice, to take such necessary steps, the Village Forester and/or Director

of Public Works shall order Village employees to remove the interference. The cost of removing the interference shall be levied and collected as a special charge upon the property pursuant to Wis. Stats. § 66.0627 upon which or in front of which such tree or shrub stands.

- (e) Any person who is an owner, occupant, firm or corporation failing to obey the written notice of the Village Forester as specified in Subsection (d) of this Section shall, upon conviction thereof, be subject to a forfeiture as established in Section 1-16.

(Code 1998, § 6-4-9; Ord. No. 2007-09, § 1(6-4-9), 10-22-2007)

Sec. 59-28. - Topping.

- (a) *Injurious pruning.* The Village has determined that there are many trees growing on public and private premises within the Village, the improper pruning of which would pose future hazard to the safety of public and the long-term health of the tree. The Village also recognizes that the practice of topping trees, formerly a popular method for reducing tree height, can lead to dangerous regrowth of weakly attached stems and development of crown decay that would pose a potential hazard by weakening the tree.
- (b) *Prohibitions.*
- (1) No person shall utilize topping techniques on a tree located on Village property or in the public right-of-way terrace area or cause such act to be done by others.
 - (2) No person shall utilize topping techniques on a tree on private property or cause such act to be done by others where such a tree would pose a future danger to adjacent Village or private property or the life, health, safety or welfare of persons located thereon.
 - (3) The Village Forester may grant exemptions to these prohibitions for any tree that constitutes a hazard and may also grant possible exemptions, on a case by case basis, for pruning near overhead utilities.

(Code 1998, § 6-4-10; Ord. No. 2007-09, § 1(6-4-10), 10-22-2007)

Sec. 59-29. - Removal of trees and stumps.

- (a) *Dangerous, obstructive and infected trees.* In the normal course of business, it is not the duty of the Village Forester to routinely inspect or be responsible for trees on private property. Any tree or part thereof, whether alive or dead, which the Village Forester shall find to be infected, hazardous or a nuisance so as to endanger the public or other trees, plants or shrubs growing within the Village, or to be injurious to sewers, sidewalks or other public improvements whether growing upon public or private premises, shall be removed, trimmed or treated by the owner of the property upon or adjacent to which such tree or part thereof is located. The Village Forester shall give written notice to said owner to remedy the situation, which shall be served personally or posted upon the affected tree. Such notice shall specify a reasonable period of time within which the action must be taken as determined by the Village Forester on the basis of the seriousness of the condition of the tree or danger to the public. If the owner shall fail to remove, treat or trim said tree within the time limit, the Village Forester shall cause the tree to be removed, treated or trimmed and shall thereupon enter such cost as a special charge against the property pursuant to Wis. Stats. § 66.0627.
- (b) *Removal standards.* In cutting down trees located in public and terrace areas, the tree must be removed with the stump and emergent roots grubbed out, or ground out to a depth of at least nine inches below grade measured in a straight line with the normal grade of sidewalk to top of nine inches below grade measured as a straight line, normal grade of sidewalk to top of curb. All wood and debris must be removed from the street prior to the end of each working day and all holes shall be filled to normal grade level with topsoil. Backfilling should be done by the end of the workday in which the stump is removed. If it is not possible to fill in the hole by the end of the workday, the hole should be staked-off and marked with high visibility paint or flagging to avert accidents.

- (c) *Private removal.* No person, firm, organization or corporation shall plant, injure, trim, remove or destroy any tree or shrub located in or upon any public place, until a permit shall have been issued by the Village Forester. Such permit shall be issued when the removal, trimming or cutting of the tree or shrub is necessary, as determined by the Village Forester, because of a public nuisance and/or location, or its location is such that substantial detriment is done to the property upon which the tree or shrub stands, or property abutting the same. Such permit shall expressly state the premises upon which the tree or shrub is located and the location of the tree thereon. The Village Forester may require submission of professional credentials and evidence of adequate liability insurance coverage.
- (d) *Tree preservation.* In the development of commercial property involving previously undeveloped land, the developer will, as part of its development plan identify which trees are to be removed to install the infrastructure for the development. The developer will also provide a plan specifying methods of protecting trees not approved for removal. The developer must ensure that protective structures shall remain in place until on-site construction is complete. The Village Forester, shall review and recommend a tree preservation plan to the Plan Commission. In the development of a new Subdivision involving previously undeveloped land, the developer, as part of the Preliminary Plat, will identify which trees are to be removed to install infrastructure for the development. The developer will also provide a plan specifying methods of protecting trees not approved for removal. The developer must ensure that protective structures shall remain in place until on-site construction is complete. The Natural Resources Committee, after consultation with the Village Forester, shall review and approve a Preliminary Plat tree preservation plan to the Plan Commission.

(Code 1998, § 6-4-11; Ord. No. 2007-09, § 1(6-4-11), 10-22-2007)

Sec. 59-30. - Prohibited acts.

- (a) *Damage to municipal trees.* No person shall, without written permits from Village Forester in the case of a terrace-area tree, public tree or shrub, perform or cause to be performed by others any of the following acts:
- (1) Secure, fasten or run any rope, wire sign, electrical installation or other device or material to, around or through a tree or shrub.
 - (2) Break, injure, mutilate, deface, kill or destroy any tree or shrub or permit any fire to burn where it will injure any tree or shrub.
 - (3) Damage tree roots, through compaction or excavation of the soil, so extensively so as destabilize, make hazardous, damage the health of or necessitate the removal of such a tree.
 - (4) Permit any toxic chemical, gas, smoke, oil or other injurious substance to seep, drain or be emptied upon or about any tree or shrub.
 - (5) Deposit, place or store upon any public place of the Village any stone, brick, dirt, soil, concrete or other materials that may impede the free passage of water, air or nutrients to the roots of any tree on said property, except by written permit by the Village Forester.
 - (6) Remove any guard, stake or other device or material intended for the protection of a public tree or shrub, or close or obstruct any open space about the base of a public tree or shrub designed to permit access of air, water and fertilizer.
 - (7) Attach any sign, poster, notice or other object on any tree, or fasten any guy wire, cable, rope, nails, screws or other device to any tree; except that the Village may tie temporary "no parking" signs to trees when necessary in conjunction with street improvement work, tree maintenance work or parades.
 - (8) Erect, alter, repair or demolish any building or structure without placing suitable guards around all nearby public trees or shrubs that may be injured by such operations.
- (b) *Excavations and operation of heavy equipment near public trees.* No person shall excavate any ditches, tunnels or trenches, drive vehicles, or install pavement within a radius of 15 feet of the outer limit of the canopy of any public

tree without a permit from the Village Forester. All trees on any parkway or other publicly owned property near any excavation or construction of any building structure or street work shall be sufficiently guarded and protected by those responsible for such work as to prevent any injury to said trees. No person shall excavate any ditches, tunnels or trenches, or install pavement within a radius of 15 feet from any public tree without a permit from the Village Forester. Any publicly owned trees near any excavation site or site of construction of any building, structure, or street work, shall be guarded with a substantial fence not less than four feet high and eight feet square with the protected tree sited in the center of said fence; or at a distance in feet from the tree equal to the diameter of the trunk in inches at breast height, whichever is greater.

- (1) The Village Forester may grant an exemption to any public utility corporation to augur under a public tree or shrub and excavate within five feet of any public tree or shrub, but such public utility shall be liable for any injury or damage caused to any public tree or shrub, and if any public tree or shrub is permanently damaged due to the acts of a public utility corporation, it shall be removed, including the stump, and shall be replaced by a tree at least ten feet tall, or as otherwise approved by the Village Forester, all at the expense of the utility.
- (2) The Village Forester may grant an exemption to municipal employees performing their assigned duties and using all due diligence. Utility companies may apply for a written exemption after the fact in the event of responding to an emergency.

(Code 1998, § 6-4-12; Ord. No. 2007-09, § 1(6-4-12), 10-22-2007)

Sec. 59-31. - Penalties.

- (a) Any person violating any provision of this Chapter or failing to comply with any order issued pursuant to the provisions of the Chapter shall be subject to a forfeiture pursuant to Section 1-16.
- (b) Any person who damages or destroys any tree or shrub located in a public area or Village right-of-way shall be liable for the cost of repairing the damage or replacing the tree or shrub of comparable age and similar species and diameter at breast height up to ten inches in diameter. The parents or parent of any unemancipated minor child who damages or destroys any tree or shrub in a public area or Village right-of-way may also be held liable.

(Code 1998, § 6-4-13; Ord. No. 2007-09, § 1(6-4-13), 10-22-2007)

Sec. 59-32. - Appeal from determinations or orders.

Any person who receives a determination or order under this Chapter from the Village Forester and objects to all or any part thereof shall have the right to appeal such determination or order, subject to the provisions of Chapter 2, Article XI, and Wis. Stats. Ch. 68, to the Village Board within seven days of receipt of the order and the Village Board shall hear such appeal within 30 days of receipt of written notice of the appeal. After such hearing, the Village Board may reverse, affirm or modify the order or determination appealed from and the grounds for its decision shall be stated in writing. The Village Board shall, by letter, notify the party appealing the order or determination of its decision within ten days after the hearing has been concluded. The Village Board shall file its written decision with the Village Clerk.

(Code 1998, § 6-4-14; Ord. No. 2007-09, § 1(6-4-14), 10-22-2007)

Sec. 59-33. - Adoption of Wisconsin Statutes.

Wis. Stats. §§ 27.09, 86.03, and 86.04, are hereby adopted and incorporated herein by reference.

(Code 1998, § 6-4-15; Ord. No. 2007-09, § 1(6-4-15), 10-22-2007)

State Law reference— City forester, duties; tree planting, Wis. Stats. § 27.09; trees adjacent to highways, Wis. Stats. § 86.03.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, September 24, 2020

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent

AGENDA ITEM: Presentation of the Parks Superintendent's monthly report.

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. PARKS REPORT SEPT2020

PARKS, RECREATION & NATURAL RESOURCES COMMITTEE

September 24, 2020

Parks Superintendent Report - September 2020

The following is information concerning events and activities of the Parks Department for the previous month. This information is provided in brief to provide an overview of the highlights.

Maintenance Operations

Parks maintenance has taken priority due to COVID with the higher volume of use.

Tree Plantings

Finalized list for street tree and park tree planting. We will be focusing on the southern part of the Village. Park trees will focus on Marsh Woods, planting 15 bur oaks.

Parks Master Signs

One of the new style of master signs was installed at Brandt Park on 7/14, any feedback. We have the ability to start with 10 signs this year.

McDaniel Beach - Water Quality Testing

Water quality testing begun on 7/15. We have had closures due to elevated E.coli levels 7/16-7/20, 8/11-8/12 and a closure on 8/11 for blue green algae. We are continuing testing beyond the typical testing period. Recent samples were taken 8/31 and 9/14, unable to sample 9/7-9/11 due to weather.

Volunteering Parks

Currently working with local Boy Scout to update a portion of the trail system created from Marsh Woods Park to Indian Mounds Conservation Park. Presenting project at September PRNR meeting.

Worked with Katie Gletty-Syoen and the volunteer committee to create volunteer opportunities. Katie created an online sign up for selected parks. Seven playgrounds and two plantings were selected for the cleanup project. Total hours for the first round has not been finalized but we will be close 100 hours.

Dog Park Expansion / Disc Golf Update

Dog park expansion update, soil on site as well as contractor equipment. Archeologist has also cleared the site. Waiting for the ground to dry out. Disc golf update, next steps will be installing the concrete tee pads.

Facility Update

All restrooms remain open and serviced by a contractor. Enclosed shelters remain closed and open-air shelters were posted with mask requirement signage. The basketball hoops at Egner Park were removed due to noncompliance of social distancing requirements.

Construction Update

Dog park shelter excavation began 9/14, McDaniel Park to start week of 9/21. The dog park will remain open during construction. McDaniel park restrooms will close and will be replaced with portable restrooms until Spring '21.

Meetings/Trainings/Seminars

Attending virtual WPRA and other local parks meetings to stay updated on the COVID-19 pandemic as it relates to parks and facilities.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, September 24, 2020

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion and proposal to set the upcoming November and December meetings.

PREVIOUS ACTION:

ISSUE SUMMARY:

The upcoming November PRNR meeting would occur on Thursday November 26, 2020 which is Thanksgiving Day. Additionally the upcoming December PRNR meeting would occur on Thursday December 24, 2020 which is Christmas Eve.

Typically we would move these up a week to the third Thursday of each month for those two meetings which would be on November 19th and December 17th, respectively. Both of these nights are available as there are no other meetings scheduled for those nights.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None