

1. Agenda

Documents: [PARK_20140205_AG.PDF](#)

2. Complete Packet

Documents: [PARK_20140205_PK.PDF](#)

AGENDA
PARKS COMMISSION
THURSDAY, February 5th, 2015
7:00 P.M.

Pursuant to Section 19.82 of the Wisconsin Statutes, notice is hereby given that the park commission of the city of Fitchburg, Dane County Wisconsin, will meet at 7:00 p.m. on Thursday, February 5th, 2015 in the Meeting Room at the Fitchburg City Hall, 5520 Lacy Road, Fitchburg, WI 53711 to consider the following:

(Note: Full coverage of this meeting is available through FACTv and Streaming Video, accessible on the city web site at <http://www.fitchburgwi.gov/677/Government-Channel>)

- 1. Call to Order**
- 2. Approval of Minutes –December 4th, 2014 – January 8th, 2015 meeting cancelled due to weather**
- 3. Public Appearances - Non Agenda Items**
- 4. Communication**
 - A. Tree Advisory Committee Update**
 - Community Forestry Survey
 - B. EAB Report – COW meeting in July**
 - C. Huegel/Jamestown Park Master Plan update**
- 5. Review and Approve Agenda**
- 6. Discussion/Action Update on Shelter reservation posting procedures – Chad Sigl, Director Recreation Department/Community Center and Tony King, Recreations Aide.**
- 7. Discussion/Action Resolution R-01-15: A Resolution Recognizing International Migratory Bird Day City of Fitchburg, Wisconsin**
- 8. Discussion/Action Resolution R-07-15: A Resolution Authorizing Acceptance of the McKee and McGaw Park Shelter Renovation Bids.**
- 9. Discussion/Action Resolution R-107-14: A Resolution Authorizing Purchase and Installation of Three Shade Structures and other improvements at McKee Farms Park Splashpad**
- 10. Staff Reports/Updates**
 - A. Recreation**
 - B. Forestry**
 - C. Parks – 2015 Project Plan Schedule**
- 11. Future Agenda Items**
 - A. Adopt a Bike Trail Proposal**
 - B. Concession operation – Splashpad**
 - C. Median Landscape/Mowing maintenance bids**
 - D. Swan Creek Tennis Court repainting bids**
- 12. Announcements As Allowed By Law**
 - A. The next 2 Park Commission Meetings will be held on March 5th, 2015 and April 2nd, 2015.**
- 13. Adjournment**

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Administrative Offices
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AGENDA

PARKS COMMISSION THURSDAY, December 4th, 2014 Minutes

DRAFT DRAFT

Pursuant to Section 19.82 of the Wisconsin Statutes, notice is hereby given that the park commission of the city of Fitchburg, Dane County Wisconsin, will meet at 7:00 p.m. on Thursday, December 4th, 2014 in the Council Chambers at the Fitchburg City Hall, 5520 Lacy Road, Fitchburg, WI 53711 to consider the following:

1. Call to Order

Tom Darcy, Chair called the meeting to order 7:00 P.M.

In attendance: Terra Theim, Mark Vivian, Jacob Johnson, Alder Jason Gonzalez, Mark Almond, City Forester/Naturalist Ed Bartell, Park and Forestry LTE Laura Lorentz, and Director Scott Endl.

Others in attendance: Patrick Cheney, Ron Klaas, David Fahey, and Tony Heinrichs,

Absent: Zyronia Mims

2. Approval of Minutes –November 6th, 2014

Jacob Johnson moved to approve as written, Terra Theim 2nd. Motion Carried.

3. Public Appearances - Non Agenda Items

None

4. Communication

A. Holiday Party – Sunday, December 7th

Scott Endl provided a copy of the flyer that listed activities for this 27th Annual event. All Park Commission members are invited to attend.

B. Tree Advisory Committee Update – Ed Bartell & Laura Lorentz

- **Tower Hill Greenway project**

Ed Bartell provided a brief background report on this project. A meeting has been set with the neighbors for Thursday, December 11th. This project was included in the 2015 CIP budget.

- **2015 Urban Forestry Grant**

Ed Bartell wrote and was awarded in 2014 DNR Urban Forestry Grant. This grant included matching funds for work including EAB treatment and canopy preservation.

- **Red-tailed Hawk release – Quarry Ridge Recreational Area**

Scott Endl provided information that was provided by the Wild Side of Dane County Humane Society which demonstrates/explains this agency's work in rehabilitating animals and then releasing them back to the wild. Dane County requested to release a Red-tailed Hawk at Quarry Ridge Recreational Area. Scott Endl, on behalf of the P&R Department, granted DCHS that permission. This Red-tailed Hawk was released on Monday, December 1st.

5. Review and Approve Agenda

Mark Almond moved to approve agenda as written, 2nd by Jacob Johnson. Motion Carried.

6. Discussion/Action Resolution R-97-14: A Resolution Authorizing Acceptance of McKee and McGaw Park Shelter Renovation Bids

Scott Endl provided bid tabulation for this work. With both bids coming in over budget amount it was recommend rejecting all bids. This project will be re-bid in 2015. Mark Vivian moved to reject all bids, 2nd by Jacob Johnson. Motion Carried.

- Patrick Cheney, 5211 Kittycrest registered and spoke in favor of this item.

7. Discussion/Action Resolution R-107-14: A Resolution Authorizing Purchase and Installation of Three Shade Structures and Other Improvements at McKee Farms Park Splashpad

Scott Endl reported that only 1 bid was received for this work. This bid was not opened per City policy. This project will be re-bid in 2015. No action taken.

8. Discussion/Action CDP-2045-14: Comprehensive Development Plan Request CDP-2045-14 by Tony Heinrichs, agent for Fahey Land LLC, for a residential development for the Fahey Fields development project, on property located near Nobel Drive.

Scott Endl welcomed Mr. David Fahey (5776 Irish Lane, Fitchburg) to introduce this project to the Park Commission. Mr. Fahey gave a brief introduction and handed this discussion off to his team including Mr. Ron Klaas (7530 Westward Way, Madison) and Mr. Tony Heinrichs (1113 Cohiba Court, Verona).

The Park Commission discussed and provided questions related to this project.

At the completion of this discussion Jason Gonzalez moved to approve this CDP as it related to park dedication and comments provided by 11/25/14 memo provided by Scott Endl, 2nd by Terra Theim. Motion Carried.

- Patrick Cheney, 5211 Kittycrest registered in support of this item.

9. Discussion/Action Urban Forest Management Plan Public Survey

Mr. Ed Bartell provided an update on work being conducted by the Tree Advisory Committee including development of an Urban Forestry Maintenance Plan. In an effort to gather community input for the Management Plan a community survey has been developed. Mr. Ed Bartell reviewed this survey with the Park Commission and asked for their comments. The Park Commission members may provide additional comments to staff before December 15th.

Jacob Johnson moved to approve the survey as discussed with inclusion of future comments, 2nd by Terra Theim. Motion Carried.

- 10. Staff Reports/Updates**
 - A. Recreation**
 - B. Forestry**
 - C. Parks**

See below

- 11. Future Agenda Items**
 - A. MMSD reciprocity agreement**
 - B. Adopt a Bike Trail Proposal**
 - C. Concession operation – Splashpad**

- 12. Announcements As Allowed By Law**
 - A. The next 2 Park Commission Meetings will be held on January 8th, 2015 and February 5th, 2015.**

- 13. Adjournment**

Jason Gonzalez moved to adjourn, 2nd by Mark Almond. Motion Carried. 8:00 pm

Minutes provided by Scott Endl

Department: Recreation

Prepared By: Chad Sigl

Date Prepared: August 2014

Review by Mayor:

SIGNIFICANT ACCOMPLISHMENTS IN 2014:

- Offered comprehensive year-round youth and adult recreational opportunities.
- Held annual special events including; Pack N Park, Children's Holiday Party, Daddy Daughter Winter Formal, Bike Rodeo, & NFL Punt Pass & Kick Competition.
- Included concussion awareness information as part of youth sports programs
- Partnered with Oregon School District to offer ski trips.
- Held Community Day @ Nine Springs Golf Course.
- Added credit card readers through our online registration software, Activenet.
- Worked with local communities to offer the Greater Dane Recreational Softball League
- Began using social media in marketing efforts.
- Included online reservations as part of new website integration.
- Partnered with local Rec Departments to run a 2nd/3rd grade flag tournament.
- Developed traveling flag football leagues for 4th/5th grade & 6th-8th grade.
- Received a grant for youth lacrosse equipment.
- Held coaches meetings for each league of youth sports programming.
- Continued with the replacement of outdated or broken equipment.
- Partnered with local Recreation Depts. to offer 5th/6th grade traveling basketball leagues.
- Developed 3rd/4th grade girls traveling basketball league with Verona & Mt Horeb Rec.
- Increased the number of programs offered through independent contractors.
- Held Quick & Blitz Chess tournaments for both youth & adults at the Community Center.

NEW INITIATIVES FOR 2015:

- Continue to look for new & exciting youth and adult program opportunities through independent contractors.
- Develop program/special event sponsorship opportunities.
- Develop training manual for summer program staff.
- Develop a document that details the full listing of programs offered throughout the year including a brief description, registration timeline.

Department: Parks

Prepared By: Endl

Date Prepared: August 2014

Review by Mayor:

SIGNIFICANT ACCOMPLISHMENTS IN 2014:

- Planted 113 new and replacement trees in street terraces, boulevards and parks.
- 76th Year Tree City USA and earned 10th Growth Award and Bird City recognition for second year.
- Obtained a matching DNR urban forestry grant to treat selected Public ash trees, offer public EAB workshops, continue street tree inventory, revise the 5-yr plan, work on revising the Tree and Shrub ordinance, fund attendance at the WAA and the City's Arbor Day Event : \$19,578.50.
- Continued implementation of the Save-an-Ash program.
- Treated >200 ashes in public parks and ROWs.
- Held two EAB Informational Meetings for homeowners.
- Continued updating tree inventory on Arcview/GIS.
- Maintained an Ice Rink on City of Madison's land, in Jamestown Park.
- Maintained McKee Farms Park ice rink
- Pruned ROW trees in the Western Hills, Jamestown, Belmar, Briarwood, Tarplywick, Schneider, Seminole Hills, Greenway Cross, and Woods Edge neighborhoods.
- Involved over 100 volunteers in community projects including tree planting, invasive removal and woods restoration.
- Completed prescribed burns at Harlan Hills, Dawley Conservancy, Briarwood, Gorman Wayside, Swan Creek, and the entrance to McGraw Park.
- Hosted Fitchburg Days, Fiesta Italia, and McKee concerts
- Mowed and maintained parkland over 57 different locations
- Kept clear from snow approximately 11 miles of trails along with 2 miles of sidewalk.
- Operated Splashpad at McKee Farms Park
- Completed a playground retrofit at Hawk Ridge Park
- Completed a playground retrofit at Wildwood South Park
- Installed recycled rubber tire mulch at Belmar Hills playground
- Installed 360 cubic yards of certified playground mulch in 8 playgrounds.
- Added two parking lot lights at Greenfield Park
- Moved all McGaw softball field lighting out of the shelter into new outdoor cabinet's
- Painted the basketball court at McGaw
- Resurfaced the McGaw tennis courts
- Repaved over 3600 feet of bike path
- Continued work on Huegel-Jamestown Park Master Plan
- Approved Park alternatives for NSGC.
- Received a grant of \$1250 to plant a community orchard at the Community Center with 4-H volunteers and to train volunteers to maintain it and to harvest and distribute the fruit.
- Volunteers planted 236 prairie plants as an initial phase of restoration at Harlan Hills Park.
- Created job description for LTE Parks and Forestry Assistant.
- Volunteers planted native understory shrubs as a phase of forest restoration at Seminole Glen and Quarry Hill Parks.
- Held Arbor Day, Earth Day and International Migratory Bird Day Event at McKee Farms Park, approximately 100 attended.
- Initiated Tower Hill Greenway restoration project.
- Completed 2013 DNR Urban Forestry Grant Project.
- Opened new bike hub at Dawley Park
- Began work on McKee Farms and McGaw Park shelters

NEW INITIATIVES FOR 2015:

- Reseal and paint Swan Creek tennis courts
- Complete work on McKee and McGaw Parks shelters
- Seal and paint McKee basketball court
- Paint Pine Ridge Gazebo
- Paint and stain Swan Creek shelter
- Continue with ROW pruning and train pruning throughout the City
- Continue implementation of 5-year Emerald Ash Bore Readiness Plan, including the treatment of remaining public ash trees.
- Submit Tree Preservation Ordinance for Approval
- Continuing neighborhood Park improvements with an emphasis on playground resilient surfacing.
- Prepare RFP for contract tree planting for spring of 2015.
- Complete 5 year (2014 – 2018) Urban Forestry Management Plan.
- Complete and begin implementation of McGaw Park woodlot management plan.
- Continue to develop private/public relationships in maintaining and developing new and existing parklands
- Continue collecting data for urban tree inventory.
- Apply for a matching DNR grant to continue implementation of EAB Readiness and Response Plan.
- Complete prescribed burns at McGaw, Briarwood, Swan Creek, and Harlan Hills Parks, and at Dawley Conservancy and Gorman Wayside.
- Continue prairie restoration efforts in Gorman Wayside and Briarwood Park.
- Make improvements to McKee Farms Park shelter
- Continue work to update the Huegel/Jamestown Park Master Plan and begin implementation of that updated plan.
- Continue forest and savanna restoration projects in Tower Hill Greenway and south end of Quarry Hill Park.
- Continue with second phase of volunteer prairie restoration at Harlan Hills Park.

Emerald Ash Borer Readiness and Response Plan Meeting Notes

Current Status of Plan

- Treating all ash trees with Tree-äge (emamectin benzoate)
- 406 trees treated to date
 - 151 treated in 2013
 - cost of materials = \$8054.62
 - cost of labor = \$3942.50
 - cost of equipment usage = \$712.80
 - Total cost = \$12,709.92
 - Save-an-Ash donations received = \$1927.26
 - DNR grant reimbursed half of expenditure.
 - 255 treated in 2014
- Approximately 270 trees remaining to treat in 2015
- Assess condition of remaining trees in spring of 2015
 - Contract
 - February 1 to May 15
- Treat remaining trees spring of 2015
 - Between April 15 and May 31
- Remove declining, poorly formed and diseased trees
 - Between January 1 and March 31
 - Notify property owners of removals
- Replace removed trees according to priority and as budget allows

Issues

1. Is the treatment of all ash trees a sustainable practice?
 - a. Growing trees require more time and resources to treat.
 - b. Treatment will be necessary for the foreseeable future.
 - c. Treatment is not a guarantee of protection against infestation.
2. Should all size classes be treated?
 - a. Remove and replace all trees smaller than 6" dbh?
 - b. What is the cost of removals/replacements vs cost of treatment on selected size class?
3. Should all ash be removed over time?
 - a. What would that timeline be?
4. Should certain size classes or specified trees be preserved regardless of cost?
 - a. Determine size class.
 - b. Determine criteria for preserved trees.
5. Should the Save-an-Ash program be offered if all trees are slated for removal?
 - a. Administrative time and costs.
 - b. Documentation protocol.

Fitchburg Urban Forestry Strategic Management Plan Timeline

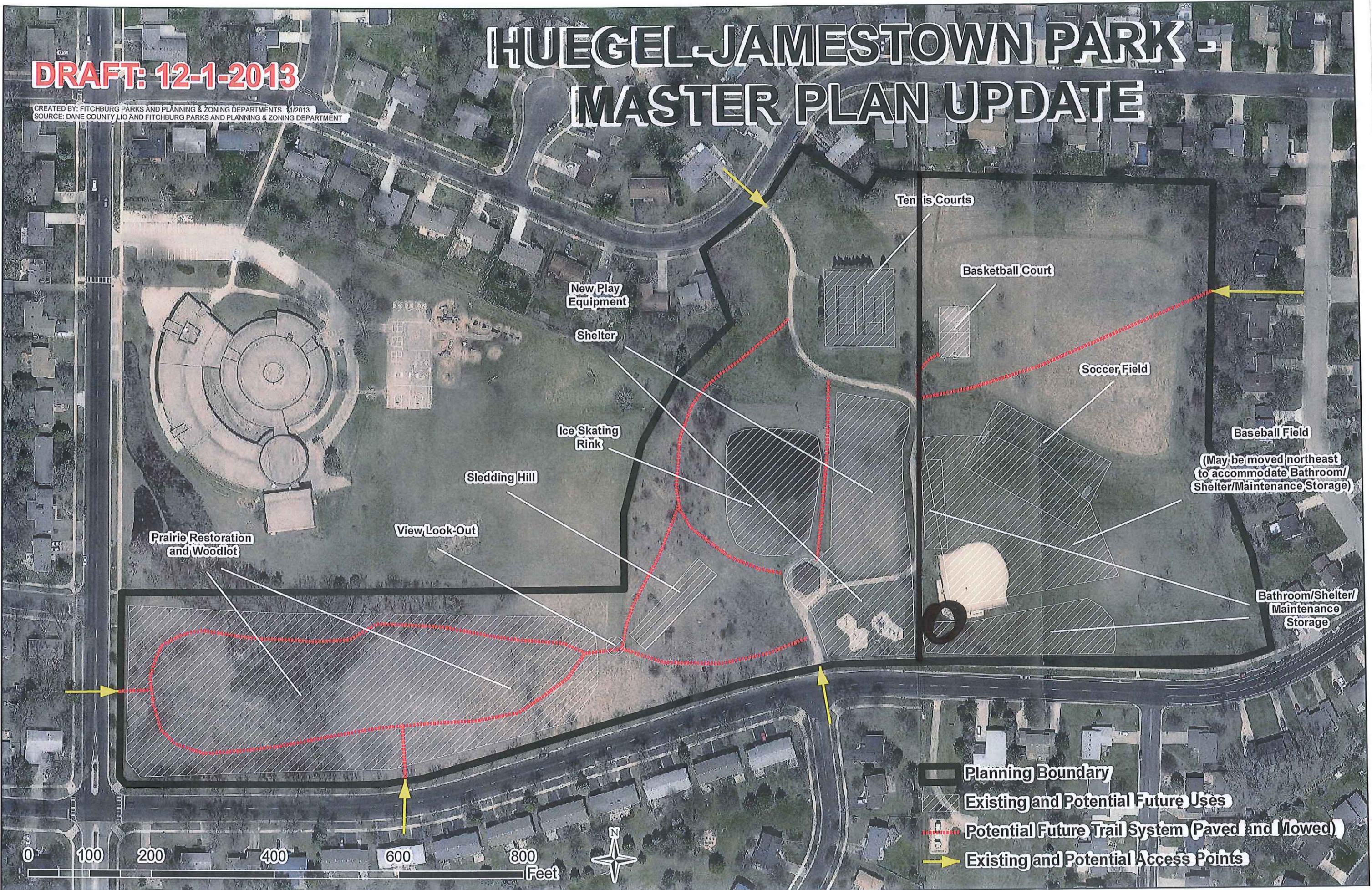
9.30.13	Tree Advisory Committee (TAC) discussed Urban Forestry Strategic Management Plan: general overview, DNR Guidelines, Copies of other community plans distributed.
11.30.13	TAC discussed first 3 steps: 1. Determine purpose of plan 2. List what you Have 3. List what you Want. Assigned tasks: Bina & Brock sort list of Haves in 3 categories; Douglass & Dillett draft purpose of plan; Hecht research methods of community involvement: surveys, public meetings and hearings, etc.
1.14.14	TAC discussed Wants. Discussed survey questions and public involvement options. Revised Purpose Statement.
2.20.14	TAC discussed Purpose of Plan--table, refine as plan develops. Discussed survey questions. Reorganized Wants. Discussed Getting There Action Items.
3.27.14	TAC developed draft of pilot survey questions.
4.24.14	TAC made edits to survey questions. Settled on final draft of pilot survey; to be distributed at Arbor Day event, Sat. May 3.
6.30.14	TAC discussed results of pilot survey. Decided to develop a 6-8 question survey for community-wide distribution. Discussed question topics.
8.11.14	TAC discussed updated Haves and Wants grid with sample Getting There Goals and Action Items. Members suggested several changes. Need more input on Goals and Action Items.
10.6.14	TAC discussed and approved action to strengthen and revise language of the existing ordinance to prohibit and avoid certain trees and shrubs as designated in the revised Suggested Street and Urban Trees list. Tabled discussion on final draft of survey until next meeting.
11.17.14	Several changes were made to this (last) draft. TAC discussed release date of December 19th with closing date of the 2nd or 3rd week of January. Discussed distribution and notification methods. Discussed scheduling Public Open House in mid-March pending the survey results analysis. Transition Have and Wants grid into previously discussed plan format.
1.12.15	TAC made final edits and approved of survey. Post survey on line Tuesday, 1.13.15. Schedule Public Open House for March?
2.23.15	TAC discuss results of survey and how to adjust current draft of the UFSMP accordingly.
3.16.15	TAC discuss and edit draft of UFSMP.
3.26.15	Public Open House.
4.20.15	TAC discuss and edit draft of UFSMP.
5.18.15	TAC discuss and edit draft of UFSMP.
x.xx.15	Present draft to Board of Public Works?
x.xx.15	Present draft to Resource Conservation Committee?
6.2.15	Present draft to Park Commission.
6.22.15	TAC discuss and edit draft of UFSMP.
7.13.15	TAC discuss and edit draft of UFSMP.

DRAFT: 12-1-2013

CREATED BY: FITCHBURG PARKS AND PLANNING & ZONING DEPARTMENTS 11/2013
SOURCE: DANE COUNTY LIO AND FITCHBURG PARKS AND PLANNING & ZONING DEPARTMENT

HUEGEL-JAMESTOWN PARK

MASTER PLAN UPDATE



Tennis Courts

Basketball Court

Soccer Field

Baseball Field

(May be moved northeast to accommodate Bathroom/Shelter/Maintenance Storage)

Bathroom/Shelter/Maintenance Storage

New Play Equipment

Shelter

Ice Skating Rink

Sledding Hill

View Look-Out

Prairie Restoration and Woodlot

Planning Boundary

Existing and Potential Future Uses

Potential Future Trail System (Paved and Mowed)

Existing and Potential Access Points

0 100 200 400 600 800 Feet



Parks Department
Introduced By

Ed Bartell – City Forester/Naturalist
Drafted By

Park Commission
Referred To

January 13, 2015
Date

Resolution R-01-15
A RESOLUTION RECOGNIZING INTERNATIONAL MIGRATORY BIRD DAY
CITY OF FITCHBURG, WISCONSIN

WHEREAS, migratory birds are some of the most beautiful and easily observed wildlife that share our communities; *and*

WHEREAS, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring; *and*

WHEREAS, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide; *and*

WHEREAS, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes; *and*

WHEREAS, public awareness and concern are crucial components of migratory bird conservation; *and*

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations; *and*

WHEREAS, since 1993 International Migratory Bird Day (IMBD) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S.; *and*

WHEREAS, hundreds of thousands of people will observe IMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun; *and*

WHEREAS, while IMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants, *and* **WHEREAS**, IMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Common Council of the City of Fitchburg that May 2, 2015 is proclaimed as INTERNATIONAL MIGRATORY BIRD DAY in the City of Fitchburg, and all citizens are encouraged to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in Fitchburg and the world at large.

Adopted by the Common Council of the City of Fitchburg this 13 day of January, 2015.

Approved By: _____ Shawn Pfaff, Mayor

Attested By: _____ Patti Anderson, City Clerk

City of Fitchburg

Committee or Commission Referral

Direct Referral Initiated by:

Direct Referral Approved by:

Date Referred: **January 13, 2015**

Ordinance Number:

Date to Report Back: **February 10, 2015**

Resolution Number: **R-01-15**

Sponsored by: Mayor

Drafted by: Park, Recreation & Forestry

TITLE: A RESOLUTION RECOGNIZING INTERNATIONAL MIGRATORY BIRD DAY, CITY OF FITCHBURG, WISCONSIN

Background: Participating in International Migratory Bird Day (IMBD) results in many community benefits including but not limited to:

- o continued efforts towards improved habitat conditions for breeding and migrating birds
- o continued strong management of urban forests
- o recognizing and reducing hazards for birds
- o improved public understanding and appreciation of birds and their needs
- o recognizes City of Fitchburg's engagement in conservation activities conducted by local government, community organizations, individuals, schools, and businesses
- o promotes a strong sense of community pride in conservation accomplishments and ethic.

The Park and Forestry Department will be hosting a Migratory Bird Day along with Arbor Day on May 2nd, 2015-- find below a brief draft of tentative activities that are being planned:

The City of Fitchburg will be hosting its official celebration of Arbor Day and International Migratory Bird Day on May 2, 2015 at McKee Farms Park. We are planning on having activities (for all ages) throughout the morning that may include an introduction to birding and bird identification, tree planting, tree walk, live raptor program, kids crafts, and a Tree City and Bird City recognition ceremony. We hope to partner with the Tree Advisory Committee, UW Extension and the Madison Audubon Society to run activities. We would also like to bring back the Raptor Education Group, Inc. (REGI) and their birds for another captivating raptor education program.

May 2nd IMBD & Arbor Day Tentative Schedule:

8:00-9:30 – Intro to birding

8:00-12:00 – Kids crafts and games

9:30 – Arbor Day tree planting

10:00 – Welcome; Bird City & Tree City recognition

10:15 – Live raptor program

11:15 – Tree walk

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Park Commission	Endl	February 5, 2015	

Amendments:

Shawn Pfaff, Mayor
Introduced By

Parks, Recreation & Forestry
Drafted By

Park Commission, Board of Public Works & Finance
Committee

January 27, 2015
Date

Resolution R-07-15

**AUTHORIZING ACCEPTANCE OF THE
MCKEE AND MCGAW PARK SHELTER RENOVATION BIDS**

WHEREAS, the Capital Improvement Budget includes funding for the renovation of the McKee and McGaw Parks Shelters: and

WHEREAS, construction plans/specifications were prepared by Angus Young and the Public Works Department has obtained competitive bids; and

WHEREAS, the project was advertised by legal notice in the Wisconsin State Journal on January 16, 2015 and January 23, 2015 and was posted on www.demandstar.com; and

WHEREAS, on February 3, 2015 at 11:00 a.m. (xx) sealed bids were received and publicly opened with the results listed on the attached bid tab; and

WHEREAS, there were two (2) base bids, four (4) alternate bid, and three (3) unit price items between the two projects that may be awarded depending on the bid prices; and

WHEREAS, the low bidder, (xxx) was found to be the lowest responsive bid and in compliance with the bid specifications.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Fitchburg Common Council that it approves the award of the McKee and McGaw Park shelter renovation projects, includes base bids (xx), alternates (xx), and unit price items (xx) in the amount of (xx).

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized to sign the contracts with (xx) for this McKee and McGaw Park shelter work.

Adopted by the Common council of the City of Fitchburg this 24th day of February, 2015

Approved By: _____
Shawn Pfaff, Mayor

Approved By: _____
Patti Anderson, City Clerk

City of Fitchburg

Committee or Commission Referral

Direct Referral Initiated by:
 Direct Referral Approved by:

Date Referred: **January 27, 2015**
 Date to Report Back: **February 24, 2015**

Ordinance Number:
 Resolution Number: **R-07-15**

Sponsored by: Mayor

Drafted by: Park, Recreation & Forestry

TITLE: Authorizing Acceptance of McKee and McGaw Park Shelter Renovation Bids

Background: The Park Commission, in an effort to continue the implementation of the January 2012 adopted “McGaw Park Master Plan”, are proposing a renovation plan for the McGaw Park shelter. This renovation plan was discussed with McGaw Park neighbors along with the East Fitchburg Neighborhood Executive Committee. Changes from the original plan were included as a result of these meetings.

The McKee Farms Park shelter renovations are the result of general maintenance and upgrades to a facility that was originally constructed in 1998.

The Capital Improvement Budget includes funding for the renovation of the McKee and McGaw Parks Shelters.

Construction plans/specifications were prepared by Angus Young and the Public Works Department has obtained competitive bids. This project was advertised by legal notice in the Wisconsin State Journal on January 16, 2015 and January 23, 2015 and was posted on www.demandstar.com; On February 3, 2015 at 11:00 a.m. (xx) sealed bids were received and publicly opened with the results listed on the attached bid tab, there were two (2) base bids, four (4) alternate bid, and 3 unit price items between the two projects that may be awarded depending on the bid prices. The low bidder, (xxx) was found to be the lowest responsive bid and in compliance with the bid specifications with a bid, which includes base bids (xx), alternates (xx), and unit prices (xx). The total amount of the project will be (xx).

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Parks Commission	Endl	February 5, 2015	
2	Board Of Public Works	Horton	February 16, 2015	
3	Finance Committee	Roach	February 24, 2015	

Amendments:

Shawn Pfaff, Mayor
Introduced By

Parks, Recreation & Forestry
Drafted By

Park Commission, Board of Public Works & Finance
Committee

November 11, 2014
Date

Resolution R-107-14

**AUTHORIZING PURCHASE AND INSTALLATION OF THREE SHADE STRUCTURES
AND OTHER IMPROVEMENTS AT MCKEE FARMS PARK SPLASHPAD**

WHEREAS, the 2017 Capital Improvement Budget includes debt funding in the amount of \$40,000 for the Installation of two shade structures at the McKee Farms Park Splashpad; and

WHEREAS, the Fitchburg Optimist Club as committed \$13,000 towards an additional shade structure; and

WHEREAS, it has been recommended to move this improvement project up to 2015 due to the community's request for these Shade Structures; and

WHEREAS, construction plans/specifications were prepared by Angus Young and the Public Works Department has obtained competitive bids; and

WHEREAS, the project was advertised by legal notice in the Wisconsin State Journal on November 14, 2014 and November 21, 2014 and was posted on www.demandstar.com; and

WHEREAS, on December 1, 2014 at 11:00 a.m. (xx) sealed bids were received and publicly opened with the results listed on the attached bid tab; and

WHEREAS, the low bidder, (xxx) was found to be the lowest responsive bid and in compliance with the bid specifications.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Fitchburg Common Council that it approves the award of the McKee Farms Park Splashpad installation in the amount of (xxx).

BE IT FURTHER RESOLVED that the 2015 Capital Fund budget be amended to authorize funding for this project.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized to sign the contracts with (xxx) for this McKee Farms Park Splashpad work.

Adopted by the Common council of the City of Fitchburg this 9th day of December, 2014

Approved By: _____
Shawn Pfaff, Mayor

Approved By: _____
Patti Anderson, City Clerk

City of Fitchburg

Committee or Commission Referral

Direct Referral Initiated by:
 Direct Referral Approved by:

Date Referred: **November 11, 2014**
 Date to Report Back: **February 10, 2015**

Ordinance Number:
 Resolution Number: **R-107-14**

Sponsored by: Mayor

Drafted by: Park, Recreation & Forestry

TITLE: A Resolution Authorizing Purchase and Installation of Three Shade Structures and Other Improvements at McKee Farms Park Splashpad

Background: The Park Commission, in partnership with the Fitchburg Optimist Club, are making efforts to address the community's interest in Shade Structures at McKee Farms Park Splashpad for the 2015 season. This partnership includes a \$13,000 commitment from the Fitchburg Optimist Club to fund one shade structure.

The 2017 Capital Improvement Budget (Project 6212) includes funding for two shade structures (\$40,000). In taking into consideration the request from the community along with the contribution from the Optimist Club this improvement would be recommended to be moved up to 2015, with additional contributions from Optimists and debt. In addition to the shade structures, it is recommended to install trench drains at the east and west ends of the splash pad to eliminate muddy conditions that have occurred in the past two seasons.

Construction plans/specifications were prepared by Angus Young and the Public Works Department has obtained competitive bids. This project was advertised by legal notice in the Wisconsin State Journal on November 14, 2014 and November 21, 2014 and was posted on www.demandstar.com; On December 1, 2014 at 11:00 a.m. (xx) sealed bids were received and publicly opened with the results listed on the attached bid tab, there were (xx) alternate bid items between the two projects that may be awarded depending on the bid prices. The low bidder, (xxx) was found to be the lowest responsive bid and in compliance with the bid specifications with a bid, which includes alternates (xx). The total amount of the project will be (xx).

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Horton	February 2, 2015	
2	Parks Commission	Endl	February 5, 2015	
3	Finance Committee	Roach	February 10, 2015	

Amendments:



Angus-Young Associates
 555 South River Street
 Janesville, WI 53548-4783
 www.angusyoung.com

BID TALLY

CITY OF FITCHBURG - McKEE FARMS PARK - SPLASH PAD SITE WORK ADDITIONS

AYA Project Number 55570

January 27th, 2015

<u>Bidding Contractors</u>	Addendum No. 1 (If Applicable)	Bid Bond	<p align="center">Base Bid</p> <p align="center">General Construction - All Work Defined in the Drawings and Project Specifications</p>
ADVANCE Building Corp		✓	\$ 98,200
GIBBANK Constructors		✓	\$ 102,800

Forestry Report – January 8, 2015

Project

Completion or Due Date

1. Splash Pad tree-spade planting (donation dollars) be completed.	11.14.14
2. Awarded 2015 DNR Urban Forestry Matching Grant application.	11.20.14
a. Project total: \$21,575.00	
b. City Portion: \$10,787.50	
3. Adaptive Restoration completed the	
a. Dormant seeding with volunteers at Briarwood Park	11.20.14
4. Completed mid-year report for 2014 DNR Urban Forestry Grant.	11.28.14
5. Met with Tracy Foss and Cory Horton to discuss 2015 Spring Planting Plan	12.11.14
6. Was not awarded an ATC Grant application for replacing public ash trees.	12.17.14
a. \$5000	
7. Met to discuss changes to EAB Response and Readiness Plan	12.18.14
a. Discuss with Park Commission	1.8.15
b. Present issue to TAC	1.12.15
8. Submit 2014 Tree City and Growth Award applications.	12.31.14
9. Submit report for grant reimbursement from Alliance of Community Trees	12.31.14
a. \$1250	
10. Tower Hill Greenway – Tentative Restoration Plan.	3.20.14
a. Plan budget approved	11.30.14
b. Met with adjacent residents	12.11.14
c. Complete planting plan	1.15.15
d. Set lath for siting trees	3.30.15
e. Meet with residents on site	4.15.15
11. Tree Advisory Committee meeting.	1.12.15
12. Attend Dane County Tree Board Meeting.	1.20.15
13. Public works and parks maintenance staff pruning	1.3.15
a. McGaw Park Pine Trees	
b. Seminole Hills Estates	
c. Lacy Heights	
d. Orchard Pointe	
e. Clayton	
f. Rimrock	
g. Highlands of Seminole	
14. Complete and post Urban Forestry Strategic Management Plan survey	1.12.15
a. Close survey	2.6.15
b. Complete analysis	2.19.15
15. Prepare Spring 2015 Tree Planting Plan and RFP.	1.15.15
16. 2014 Urban Forestry Grant Extended.	12.31.15

17. Plan for last third for public ash trees treatments for spring 2015.	3.15.15
18. Harlan Hills Prairie Volunteers	
a. Consult with Field and Stream Restorations – Steve Banovetz	3.16.15
b. Seeding/planting	5.1.15
19. Wood Utilization Research.	Ongoing
20. Remove declining or hazard trees.	Ongoing
a. Remove all flagging or declining ash trees	Ongoing
21. Revise 5 -Year Urban Forest (Strategic) Management Plan with TAC.	Ongoing
22. Continue City Tree Inventory.	Ongoing
a. Completed ROW in Tower Hill, Wildwood South, Country Vineyard, Country Heights, Greenfield/Gold Addition, Briarwood, Tarpleywick, Dommers View, Byrnewood..	
b. Currently working on ROWs in Wildwood then lacy Heights.	
c. LTE working to revise Oak Mapping Project	
i. locate specimen oaks >200 years old & enter data into GIS.	Ongoing
23. Miscellaneous Projects.	
a. Participate in Neighborhood Development Plans as necessary.	Monthly
Responded to more than 75 calls, visits, and e-mails from residents, contractors, etc.	July-Aug