



A G E N D A
CITY OF WAUPUN BOARD OF PUBLIC WORKS AND
FACILITIES COMMITTEE
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, March 14, 2023 at 4:30 PM

The Waupun Board of Public Works and Facilities Committee will meet in-person, virtual, and teleconference. Instructions to join the meeting are provided below:

To Join Zoom Meeting

<https://us02web.zoom.us/j/85041232418?pwd=VFNaV3ZlcGhuNjlaNWlWTjBmd21ZUT09>

Meeting ID: 850 4123 2418

Passcode: 178653

By Phone (312) 626 6799 US (Chicago)

CALL TO ORDER

ROLL CALL

PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS--*State name, address, and subject of comments.*
(2 Minutes)

No Public Participation after this point.

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

CONSIDERATION - ACTION

- [1.](#) Approve minutes of the February 14, 2023 meeting.
- [2.](#) City of Waupun 2022 Annual MS4 Report (Informational)
- [3.](#) Leaf Collection & Street Sweeping Water Quality Assessment Agreement with MSA
- [4.](#) 2023 Spring Cleanup dates
- [5.](#) Notice of Award for Wilson & Shaler Drive Extension Project City of Waupun
- [6.](#) Community Garden new site location options
- [7.](#) Shaler Park Fountain
- [8.](#) City of Waupun-CORP Update 2023
- [9.](#) No Mow May

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.



MINUTES
CITY OF WAUPUN BOARD OF PUBLIC WORKS AND
FACILITIES COMMITTEE
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, February 14, 2023 at 4:30 PM

CALL TO ORDER

Chairman Kaczmarek calls the meeting of the Board of Public Works and Facilities meeting to order at 430pm.

ROLL CALL

In-Person: Chairman Kaczmarek, Mike Matoushek, Dale Heeringa, Andy Sullivan, Dave Rens

Absent/Excused: Gregg Zonnefeld, Will Langford

City Staff In-Person: Public Works Director Daane, City Clerk Hull, Mayor Bishop, Administrator Schlieve

PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS

No public participation was heard.

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

The next scheduled, monthly meeting, is scheduled for Tuesday, March 14, 2023 at 430pm in the City Hall Council Chambers.

CONSIDERATION - ACTION

1. Approve minutes of the January 10, 2023 meeting.

Motion Matoushek, second Sullivan to accept the January 10, 2023 meeting minutes of the Public Works and Facilities and recommend approval to the Common Council. Motion carried 5-0.

2. 2023 Asphalt Paving Railroad Tracks Contract

The City of Waupun received three (3) bids for the 2023 Asphalt Paving Railroad Tracks contact: Northeast Asphalt \$13,785; Kartechner Brothers \$23,475; Forward Contractors \$41,750.

Daane recommends to the Board to accept and recommend to the Common Council to award the low bid of \$13,785 from Northeast Asphalt for the 2023 Asphalt Paving Railroad Tracks contact.

Motion Heeringa, second Rens to accept and recommend to the Common Council to award the 2023 Asphalt Paving Railroad Tracks contract to Northeast Asphalt at the lowest bid of \$13,785. Motion carried 5-0.

3. 2023 Asphalt Paving Mill & Overlay Contract

The City of Waupun received two (2) bids for the 2023 Asphalt Paving Mill and Overlay contact: Kartechner Brothers \$119,631.25 and Northeast Asphalt \$122,589.60.

Daane recommends to the Board to accept and recommend to the Common Council to award the low bid of \$119,631.25 from Kartechner Brothers for the 2023 Asphalt Paving Mill and Overlay contact.

Motion Matoushek, second Sullivan to accept and recommend to the Common Council to award the 2023 Asphalt Paving Mill and Overlay contract to Kartechner Brothers at the lowest bid of \$119,631.25. Motion carried 5-0.

4. 2023 Sidewalk Management Program Contract

The City of Waupun received two (2) bids for the 2023 Sidewalk Management Program contact: Forward Contractors \$213,782.75 and Rennhack Construction \$217,568.00

Daane recommends to the Board to accept and recommend to the Common Council to award the low bid of \$213,782.75 from Forward Contractors for the 2023 Sidewalk Management Program contact.

Motion Rens, second Heeringa to accept and recommend to the Common Council to award the 2023 Sidewalk Management Program contact to Forward Contractors at the lowest bid of \$213,782.75. Motion carried 5-0.

5. 2023 Equipment Rates to Council

Motion Matoushek, second Sullivan to accept and recommend to the Common Council to approve the 2023 Public Works Equipment Rates. Motion carried 5-0.

6. Wilson and Shaler Drive Extension

Daane provides plans, created by MSA Professional Services, for the Wilson Drive and Shaler Drive extension, which is needed for the United Coop project. The construction of this plan is currently out for bid.

7. Farmers Elevator New scale request to encroach into the City Right of Way

Farmer's Elevator, located at 2 W. Main Street (corners of Main St, N. Commercial St., W. Franklin St.), Waupun will be decommissioning the old scale and filling with gravel. Farmer's Elevator requests the new scale will be located at the corner of W. Franklin St. and N. Commercial St. as it is more feasible with entering and exiting the scale from Main Street, which will encroach on the City right of way.

Daane recommends to the Board to accept and recommend to the Zoning Board of Appeals, to allow Farmer's Elevator to install a new scale on N. Commercial St. and approve the impact of encroachment on the City right of way.

Motion Matoushek, second Rens to recommend to the Zoning Board of Appeals to allow Farmer's Elevator to install a new scale on N. Commercial St. and approve the impact of encroachment on the City right of way. Motion carried 5-0.

8. Update the Comprehensive Outdoor Recreation Plan Agreement with MSA

The current Comprehensive Outdoor Recreation Plan expired in 2022. To maintain the City's eligibility for State and Federal park and recreation grants, the city must maintain a five-year Comprehensive Outdoor Recreation Plan (CORP). This plan envisions a connected system of parks, open spaces, and trails throughout the community related to the city's natural resources, geography and neighborhoods.

MSA Professional Services provides an agreement for updating this plan.

Daane recommends the Board to accept and recommend Common Council to approve MSA Professional Services to Update the Comprehensive Outdoor Recreation Plan.

Motion Matoushek, second Heeringa to accept and recommend Common Council to approve MSA Professional Services to Update the Comprehensive Outdoor Recreation Plan. Motion carried 5-0.

9. Public Safety Planning Needs Ad Hoc Committee

Due to several public safety projects and initiatives, discussion is heard of the creation of an ad-hoc committee to coordinate planning efforts for public safety. Staff recommends appointing two Alderman (Kaczmariski and Siebers) and one Board member (Heeringa) to this committee.

Motion Matoushek, second Sullivan to recommend to the Common Council to appoint two Alderman (Kaczmariski and Siebers) and one Board member (Heeringa) to the Public Safety Planning Needs Ad Hoc Committee. Motion carried 5-0.

ADJOURNMENT

Motion Matoushek, second Rens to call the meeting adjourned at 5:04pm. Motion carried 5-0.



AGENDA SUMMARY SHEET

MEETING DATE: March 14th, 2023

TITLE: City of Waupun 2022 Annual MS4 Report
(Informational)

AGENDA SECTION: Consideration/Action

PRESENTER: Jeff Daane

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
	\$	

ISSUE SUMMARY

Annually the city is required to submit an MS4 report in accordance with our MS4 permit issued under WI Statute NR 216.025. Under this legislation, the city is one of roughly 256 municipalities listed as a federally designated urbanized area with a population exceeding 10,000 as of the latest decennial census. MS4 permits are effective for a period of up to five years and must be updated and reissued at that time. The City of Waupun's 2022 MS4 report is attached and includes an extensive list of tactics that the City completes each year to meet the conditions of our MS4 permit which was issued May 1, 2019.

STAFF RECOMMENDATION:

ATTACHMENTS:

Annual MS4 report

RECOMMENDED MOTION:

No Motion needed

Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is deleted.

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Form 3400-224(R8/2021)

Reporting Information :

Will you be completing the Annual Report or other submittal type? Annual Report Other

Project Name: 2022 Annual Report

County: Dodge

Municipality: Waupun City

Permit Number: S050075

Facility Number: 31437

Reporting Year: 2022

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? Yes No

Under s. 283.53(3)(a), a general MS4 permittee is required to reapply for permit coverage at least 180 days prior to the expiration date of the permit .

In order to acknowledge that you are reapplying for permit coverage, please check the following box:

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary

- Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment
 - TMDL Attachment
 - Storm Water Consortium/Group Report
 - Municipal Cooperation Attachment
 - Other Annual Report Attachment
- Attach the following permit compliance documents as appropriate using the attachments tab above
- Storm Water Management Program
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
 - Total Maximum Daily Load documents (**If applicable, see permit for due dates.*)
 - TMDL Mapping*
 - TMDL Modeling*
 - TMDL Implementation Plan*
 - Fecal Coliform Screening Parameter *
 - Fecal Coliform Inventory and Map (*S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022*)
 - Fecal Coliform Source Elimination Plan (*S050075-03 general permittees Appendix B - document due to the department by October 31,2023*)
- Sign and Submit form

Municipal Contact Information- Has Missing Items

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality: Waupun City

Facility ID # or (FIN): 31437

Updated Information: Check to update mailing address information

Mailing Address: 201 E Main Street

Mailing Address 2:

City: Waupun City

State: WI

Zip Code: 53963 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

First Name: Jeff

Last Name: Daane

Select to **update** current contact information

Title: Public Works Dir.

Mailing Address: 201 E Main St

Mailing Address 2:

City: Waupun

State: WI

Zip Code: 53963 xxxxx or xxxxx-xxxx

Phone Number: 920-324-7918 Ext: xxx-xxx-xxxx

Email: jeff@cityofwaupun.org

Additional Contacts Information (Optional)

- Individual with responsibility for:
(Check all that apply)
- I&E Program
 - IDDE Program
 - IDDE Response Procedure Manual
 - Municipal-wide Water Quality Plan
 - Ordinances
 - Pollution Prevention Program
 - Post-Construction Program
 - Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:

XXXXX or XXXXX-XXXX

Phone Number:

Ext:

XXX-XXX-XXXX

Email:

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

- Select to *create new* Billing contact

First Name:

Last Name:

- Select to *update* current contact information

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:

XXXXX or XXXXX-XXXX

Phone Number:

Ext:

XXX-XXX-XXXX

Email:

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

- Yes No

Public Education and Outreach Protect Wisconsin Waterways

Public Involvement and Participation Protect Wisconsin Waterways

Illicit Discharge Detection and Elimination

Construction Site Pollutant Control

Post-Construction Storm Water Management MSA Professional Services

Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

Yes No

Missing Information

Email is a required field , Phone Number xxx-xxx-xxxx is a required field , Postal Code is a required field , City is a required field , Address is a required field , Last Name is a required field , First Name is a required field ,

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (R8/2021)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

- a. Does MS4 conduct any educational efforts or events independently (not with a group) Yes
 No
- b. How many total educational events were held during the reporting year: 4
- c. The permit requires that both passive and interactive mechanisms are utilized. How many interactive mechanisms were used during the reporting year? 3

Topics Covered	Target Audience
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public
<input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing	<input checked="" type="checkbox"/> Public Employees
<input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents
<input checked="" type="checkbox"/> Stream and shoreline management	<input checked="" type="checkbox"/> Businesses
<input checked="" type="checkbox"/> Residential infiltration	<input checked="" type="checkbox"/> Contractors
<input checked="" type="checkbox"/> Construction sites and post-construction storm water management	<input checked="" type="checkbox"/> Developers
<input checked="" type="checkbox"/> Pollution prevention	<input checked="" type="checkbox"/> Industries
<input checked="" type="checkbox"/> Green infrastructure/low impact development	<input checked="" type="checkbox"/> Public Officials
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other

- d. Will additional information/summary of education events be attached to the annual report? Yes
 No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

- a. Permit Activities. Complete the following information on Public Involvement and Participation Activities related to storm water. Select the Delivery Mechanism that best describes how the permit

activities were conveyed to your population. Use the Add Event to add additional entries.

Event Start Date 2/23/2022			
Project/Event Name Plan Commission			
Delivery Mechanism <u>Citizen committee meeting</u>			
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input checked="" type="checkbox"/> Other: Stormwater Site Plan Review	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	1 - 10	<input type="radio"/> Yes <input checked="" type="radio"/> No
Event Start Date 3/23/2022			
Project/Event Name Plan Commission			
Delivery Mechanism <u>Citizen committee meeting</u>			
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input checked="" type="checkbox"/> Other: Stormwater Site Plan Review	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	1 - 10	<input type="radio"/> Yes <input checked="" type="radio"/> No
Event Start Date 4/27/2022			
Project/Event Name Plan Commission			
Delivery Mechanism <u>Citizen committee meeting</u>			
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input checked="" type="checkbox"/> Other: Stormwater Site Plan Review	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	1 - 10	<input type="radio"/> Yes <input checked="" type="radio"/> No
Event Start Date 8/24/2022			

Project/Event Name Plan Commission
Delivery Mechanism Citizen committee meeting

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input checked="" type="checkbox"/> Other: Stormwater Site Plan Review	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	1 - 10	<input type="radio"/> Yes <input checked="" type="radio"/> No

Event Start Date 8/31/2022
Project/Event Name Plan Commission
Delivery Mechanism Citizen committee meeting

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input checked="" type="checkbox"/> Other: Stormwater Site Plan Review	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	1 - 10	<input type="radio"/> Yes <input checked="" type="radio"/> No

Event Start Date 9/28/2022
Project/Event Name Plan Commission
Delivery Mechanism Citizen committee meeting

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input checked="" type="checkbox"/> Other: Stormwater Site Plan Review	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	1 - 10	<input type="radio"/> Yes <input checked="" type="radio"/> No

Event Start Date 10/11/2022
Project/Event Name Plan Commission
Delivery Mechanism Citizen committee meeting

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Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input checked="" type="checkbox"/> Other: Stormwater Site Plan Review	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	1 - 10	<input type="radio"/> Yes <input checked="" type="radio"/> No

b. Volunteer Activities. Complete the following information on Public Involvement and Participation Activities related to storm water. Select the Delivery Mechanism that best describes how volunteer activities were conveyed to your population. Use the Add Event to add additional entries.

Event Start Date	9/17/2022	<input type="checkbox"/> NA (Individual Permittee).	
Project/Event Name	Protect Wisconsin Waterways Rock River Clean-up		
Delivery Mechanism	Clean up event		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input type="checkbox"/> Other	11-50	<input checked="" type="radio"/> Yes <input type="radio"/> No
Event Start Date	1/1/2022	<input type="checkbox"/> NA (Individual Permittee).	
Project/Event Name	Protect Wisconsin Waterways Volunteer Activities		
Delivery Mechanism	Other hands-on event		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers	Select...	<input checked="" type="radio"/> Yes <input type="radio"/> No

- Industries
- Public Officials
- Other

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The City of Waupun works with the Rock River Storm Water Group. This group does many volunteer activities each year. Their annual report is attached. See attachment.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- | | | |
|---|----|---------------------------------|
| a. How many total outfalls does the municipality have? | 86 | <input type="checkbox"/> Unsure |
| b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? | 28 | <input type="checkbox"/> Unsure |
| c. From the municipality's routine screening, how many were confirmed illicit discharges? | 0 | <input type="checkbox"/> Unsure |
| d. How many illicit discharge complaints did the municipality receive? | 0 | <input type="checkbox"/> Unsure |
| e. From the complaints received, how many were confirmed illicit discharges? | 0 | <input type="checkbox"/> Unsure |
| f. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)? | 0 | <input type="checkbox"/> Unsure |

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? Check all that apply and enter the number of each used in the reporting year. Unsure

- | | |
|---|---|
| <input checked="" type="checkbox"/> Verbal Warning | 0 |
| <input checked="" type="checkbox"/> Written Warning (including email) | 0 |
| <input checked="" type="checkbox"/> Notice of Violation | 0 |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation | 0 |

Additional Information:

h. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year? Unsure
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year? Unsure
- c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)? Unsure
- d. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. Unsure
- | | |
|---|--------------------------------|
| <input type="checkbox"/> No Authority | <input type="text"/> |
| <input checked="" type="checkbox"/> Verbal Warning | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Notice of Violation | <input type="text" value="0"/> |
| <input type="checkbox"/> Civil Penalty/ Citation | <input type="text"/> |
| <input checked="" type="checkbox"/> Stop Work Order | <input type="text" value="0"/> |
| <input type="checkbox"/> Forfeiture of Deposit | <input type="text"/> |
| <input type="checkbox"/> Other - Describe below | <input type="text"/> |
- e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*
-

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Minimum Control Measures - Section 5 : Complete**5. Post-Construction Storm Water Management**

- a. How many sites with new structural storm water management Best Management Practice (BMP) have received local approval? 6 Unsure
 *Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,
- b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities? Yes No Unsure
- c. If Yes, how many privately owned storm water management facilities were inspected in the reporting year? 28 Unsure
 Inspections completed by private landowners should be included in the reported number.
- d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? Yes No Unsure
- e. If yes, does MS4 have maintenance authority on these privately owned BMPs? 0 Unsure
- f. How many municipally owned storm water management BMPs were inspected in the reporting year? 10 Unsure
- g. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.
- No Authority
- Verbal Warning 0
- Written Warning (including email) 0
- Notice of Violation 0
- Civil Penalty/ Citation
- Forfeiture of Deposit
- Complete Maintenance
- Bill Responsible Party
- Other - Describe below
- e. Brief explanation on Post-Construction Storm Water Management reporting. *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water management best management practices. Unsure
- b. How many new municipally owned storm water management best management practices were installed in the reporting year? Unsure
- c. How many municipally owned storm water management best management practices were inspected in the reporting year? Unsure
- d. What elements are looked at during inspections (250 character limit)?

Embankment, outlet structure, permanent pool, inlet structure, infiltration test, wetpond sediment accumulation

- e. How many of these facilities required maintenance? Unsure
- f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attachment

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review) Not Applicable

- g. How many municipal properties require a SWPPP? Unsure
- h. How many inspections of municipal properties have been conducted in the reporting year? Unsure
- i. Have amendments to the SWPPPs been made?
 Yes No Unsure
- j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:

- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See Attachment

Collection Services - Street Sweeping / Cleaning Program Not Applicable

- l. Did the municipality conduct street sweeping/cleaning during the reporting year?

Yes No Unsure

- m. If known, how many tons of material was removed? 1761 Unsure
- n. Does the municipality have a low hazard exemption for this material? Yes No
- o. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
- Yes - Explain frequency 1 time per week, then every other week.
- No - Explain _____
- Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* Not Applicable

- p. Did the municipality conduct catch basin sump cleaning during the reporting year? Yes No Unsure
- q. How many catch basin sumps were cleaned in the reporting year? 138 Unsure
- r. If known, how many tons of material was collected? 1029 Unsure
- s. Does the municipality have a low hazard exemption for this material? Yes No
- t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
- Yes- Explain frequency _____
- No - Explain Not part of the City's Stormwater Quality Plan
- Not Applicable

Collection Services - *Leaf Collection Program* Not Applicable

- u. Does the municipality conduct curbside leaf collection? Yes No Unsure
- v. Does the municipality notify homeowners about pickup? Yes No Unsure
- w. Where are the residents directed to store the leaves for collection?
- Pile on terrace Pile in street Bags on terrace Unsure
- Other - Describe _____
- x. What is the frequency of collection?
Spring - 3 weeks / Fall 5-6 weeks
- y. Is collection followed by street sweeping/cleaning? Yes No Unsure
- z. Brief explanation on Collection Services reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*
- See attachment

Winter Road Management Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? (One mile of a two-way road equals two lane miles.) 85 Unsure

ab. Provide amount of de-icing products used by month last winter season?
Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
Salt	0	26	143	120	117	39

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
Brine	0	4270	9256	13402	13040	171
Pre-wetting compound	0	0	108	234	0	0

ac. Was salt applying machinery calibrated in the reporting year? Yes No Unsure

ad. Have municipal personnel attended salt reduction strategy training in the reporting year? Yes No Unsure

Training Date	Training Name	# Attendance
2/10/2022	Saltwise	10

ae. Brief explanation on Winter Road Management reporting. If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page
See attachment

Internal (Staff) Education & Communication

af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element? Yes No Unsure

If yes, describe what training was provided (250 character limit):

Illicit Discharge Detection & Elimination Video / Raincheck Video & Test

When: 9/7/2022 / 2/15/2022

How many attended: 12

ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

Elected officials are sent the agenda for the Board of Public Works meetings and are welcome to attend and offer comments or concerns.

Municipal Officials

All municipal officials are sent the agenda for the Board of Public Works meetings and are welcome to attend and offer comments or concerns.

Appropriate Staff (such as operators, Department heads, and those that interact with public)

All department managers are notified of the Board of Public Works meetings and are welcome to attend and offer comments or concerns.

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?

Yes No Unsure

If yes, check the areas the map items that got updated or changed:

Storm water treatment facilities

Storm pipes

Vegetated swales

Outfalls

Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The storm sewer map was updated with information from 2022 construction projects.

Missing Information

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
-----------------------------------	-----------------------	----------------------	-----------------

Element: Public Education and Outreach

3331	3331	3331	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Public Involvement and Participation

2500	2500	2500	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Illicit Discharge Detection and Elimination

0	0	0	<u>Other</u>
---	---	---	--------------

Element: Construction Site Pollutant Control

0	0	0	<u>Permit fee and/or deposit/escrow</u>
---	---	---	---

Element: Post-Construction Storm Water Management

0	0	0	<u>Permit fee and/or deposit/escrow</u>
---	---	---	---

Element: Pollution Prevention

134132	131133	78819	<u>Storm water utility</u>
--------	--------	-------	----------------------------

Other (describe)

Admin Wages, Repairs & Maintenance, Operating Expenses, Utilities			
194085	220269	218790	<u>Storm water utility</u>

Other (describe)

SW Quality management (Ponds, SW Infrastructure for street projects)			
270558	553736	233520	<u>Storm water utility</u>

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

The City of Waupun does not budget according to Program Elements listed above. For preparation of the fiscal analysis for the 12/31/22 reporting year the budget and program elements were reviewed. Best estimates are provided.

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes No Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes No Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? Yes No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Status of Total Maximum Daily Loads (TMDLs) Implementation

The permittee Waupun City is subject to the following approved TMDLs: Rock River Basin and/or Beaver Dam Lake

The permittee intends to comply with the following permit requirements to show progress towards meeting the TMDL:

[A.6.3] Final Documentation.

The permittee is confirming that all planned efforts are on schedule to submit the final documentation materials [updates to mapping, modeling, tabular summary, and Implementation Plan] under section A.6.3 by October 31, 2023.

Agree Disagree

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the

municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

Do not close your work until you **SAVE**.

Form 3400-224(R8/2021)

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

***Required Item**

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Storm Sewer System Map

📎 File Attachment

[8-StormSewerMaps.pdf](#)

Attach - Other Supporting Documents

AR EO

📎 File Attachment

[1-PublicEducationandOutreachSummarywattachments2022.pdf](#)

AR IP

📎 File Attachment

[2-PublicInvolvementandParticipationSummarywattachments-2022.pdf](#)

AR CSPC

📎 File Attachment

[4-ConstructionSiteErosioNControlwattachments-2022.pdf](#)

AR PCSSW

📎 File Attachment

[5-PostConstructionStormWaterManagementSummary-2022.pdf](#)

AR IDDE

📎 File Attachment

[3-IllicitDischargewattachments-2022.pdf](#)

AR PP

📎 File Attachment

[6-PollutionPreventionSummarywattachments-2022.pdf](#)

AR SWQM

📎 File Attachment

[7-StormWaterQualityManagementSummary-2022.pdf](#)

AR SWGroupReport

 File Attachment

[CMUFinalReport.pdf](#)

AR SWGroupReport

 File Attachment

[CMU-FinalReport-MonthlyThemeTablesforRRSG2022Report.pdf](#)

AR SWGroupReport

 File Attachment

[CMU-FinalReport-2022-MS4PermitReportingTables-VolunteerActivities-CleanUp.pdf](#)

AR SWGroupReport

 File Attachment

[CMU-FinalReport-2022-MS4PermitReportingTables-EventTables2.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

Draft and Share PDF Report with the permittee's governing body or delegated representatives.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

[Draft and Share PDF Report](#)

Public Education and Outreach Summary - 2022

The City of Waupun covered the following topics in 2022.

1. Illicit Discharge Detection and Elimination
 - a. ([City of Waupun website](#))
 - b. The City issued 3 Ordinance violations to residents in 2022 for blowing grass clippings into the street
2. Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing ([City of Waupun Website](#) and [Protect Wisconsin Waterways website](#))

Dodge and Fond du Lac both held Clean Sweep programs in 2022. Dodge County's was held on August 27, 2022 in Beaver Dam and Fond du Lac's was held on May 21, 2022 in Fond du Lac. City of Waupun residents were allowed to bring items to either location. This was advertised on the City's website, the County's Websites, Facebook pages, newspaper articles, and on the Radio (97.7 FM)
3. Yard Waste Management / Pesticide and Fertilizer Application ([City of Waupun Website](#))

The City offers curb side pickup of yard waste materials twice a year. In the spring the pick-up is usually 3 weeks long and in the fall the pick-up is 5-6 weeks long (depending on the weather). We also offer a 24 hr/7 day a week drop off site for yard waste materials.
4. Stream and Shoreline Management ([Protect Wisconsin Waterways website](#))
5. Residential Infiltration ([Protect Wisconsin Waterways website](#))
6. Construction Site and Post Construction Stormwater Management.

Signage is posted on all new construction sites that are over 1 acre as well as single family home construction.

The City requires all private stormwater ponds to be inspected annually. This is part of a Long Term Maintenance Agreement that is recorded with the County for each pond. There were 28 letters sent to property owners in April of 2022. The property owners were given until August 1, 2022 to return their inspections or the City would inspect them and assess the cost of the inspections to the tax bill for that property. The City received 19 inspections back from property owners and the Director of Public Works completed the remaining inspections.

The City of Waupun is a paying member of the Rock River Stormwater Group/Protect Wisconsin Waterways. This group is responsible for a large portion of the stormwater education and outreach in Waupun. Their annual report is attached to the MS4 Annual Report.

Public Involvement and Participation Summary – 2022

1. Annual Report – The annual report was presented to the Board of Public Works Meeting on _____. There were _____ council members _____ department managers and _____ citizens that attended the meeting.
2. Stormwater Management Program
The City's Stormwater Management Program was created in 2021. This program was approved by the Common Council at the March 23, 2021 meeting. There were 6 council members, and 10 department managers that attended the meeting.
3. Adoption or amendment of stormwater related ordinances.
There were no changes to any of the stormwater related ordinances in 2022.

Volunteer Activities:

1. The City of Waupun is a dues paying member of the Rock River Storm Water Group / Protect Wisconsin Waterways. This group does many volunteer activities each year.

Stormwater Site Plan Reviews

The Waupun Plan Commission reviews site plans for commercial projects. Part of the site plan approval is stormwater review. The City contracts with MSA to provide stormwater analysis and reviews.

Illicit Discharge Summary – 2022

The City of Waupun has 87 Outfalls. They range in diameter from 10" to 60". There are presently 16 Outfalls that are 36" or larger.

The City inspected 28 Outfalls in 2022, of those inspected 16 were major outfalls. The inspection reports for Outfalls are completed in the City's asset management software "iWorq".

The City's Stormwater Illicit Discharge and Connection Ordinance was adopted in 2009 and has been submitted to the DNR on previous MS4 reports. No changes were made to the ordinance in 2022. (Chapter 26 of the Waupun Municipal Code).

Construction Site Pollutant Control – Summary - 2022

Chapter 23 of the Waupun Municipal Code was created in 2005, amended in 2010, and 2018. There were no amendments made to the ordinance in 2022.

# of Building Permits Issued by the City	333
# of Land Disturbing Sites in 2022	50
# of Land Disturbing Sites over 1 acre in 2022	5
# of Site Inspection Visits Conducted (sites over 1 acre):	73
# of Violations Observed:	0
# of Stop Work Orders Issued:	0
Comments: When construction erosion problems are observed the contractors are given verbal instructions on the required corrections. These sites are re-inspected within one or two days. This approach has proven effective in achieving compliance with meeting erosions control requirements.	

Post Construction Storm Water Management Summary – 2022

# of Site Plan Reviews in 2022	15			
New Development	Project Size (acres)	Land Use	SWM Plan Required/Submitted	Completed in 2022?
Dunkin Donuts 103 Gateway Dr	>1 Acre	Commercial	Y	Y
United Cooperative (2) 1215 Moorman Dr	>1 Acre	Commercial	Y	N
All Phase 1804 Shaler Dr	>1 Acre	Commercial	Y	N
Navis 280 Gateway Dr	<1 Acre	Commercial	N	N
Scott & Lynette Peters 26 W Main St.	<1 Acre	Commercial	N	N
Re-Development	Project Size (acres)	Land Use	SWM Plan Required/Submitted	Completed in 2022?
CWC Addition (2) 301 Fox Lake Rd	>1	Commercial	Y	N
Tennaco 401 Industrial Dr	<1 Acre	Commercial	N	Y
Waupun Correctional Vacant Lot – S. Madison St	<1 Acre	Commercial	N	Y
Bly St LLC 331 Bly St	<1 Acre	Commercial	N	Y
Thomas Moul 715 S Madison St	>1 Acre	Residential	N	Y
SSM Health 620 W Brown St	<1 Acre	Commercial	N	Y
W.A.S.P. Supply 5 Doty St	<1 Acre	Commercial	N	N
Municipal Well & Pump 1212 Storbeck Dr	<1 Acre	Commercial	N	Y

MSA reviewed and approved the stormwater plans for the following:

- All Phase HVAC
- Bayberry Lane
- CWC Building Addition
- CWC Master Plan
- Dunkin Donuts
- United Cooperative

The rest of the projects did not require stormwater plans as they are smaller projects.

Existing Long Term Maintenance agreements / inspections and enforcement

The City owns 12 storm water ponds and those are inspected annually. 10 inspections were completed in May of 2022 and the findings are in the City's Asset Management Program (Iworq). 1 of the ponds is currently under construction.

For privately owned ponds, the City requires Long Term Maintenance Agreements to be recorded with the appropriate County. Every spring, the City sends out a notice to all pond owners, that the annual inspection is to be completed by August 1 of that year. If it not completed, the City completed the inspections and the costs associated with that are assessed back to the property owner on the tax bill. In 2022, 19 letters were sent out for 28 privately owned ponds. We received 19 inspections back from the property owners and the City completed 9 inspections.

Pollution Prevention Summary – 2022

Storm Water Management Facilities

TABLE 2
STORM WATER MANAGEMENT FACILITIES

Map Key	Name	Type	Const. Year	Management Plan	Maintenance Agreement	Record Drawing
AE	A&E Storage	Private	2021	Y	Y	Y
AP	All Phase	Private	2022	Y	Y	Y
BC1	Baseball Complex 1	Municipal	2011	Y	Y	Y
BC2	Baseball Complex 2	Municipal	2011	Y	Y	Y
BC3	Baseball Complex 3	Municipal	2011	Y	Y	Y
BAY	Bayberry Lane Pond	Municipal	2022	Y	Y	Y
BD EYE	BD Eye Clinic	Private	2010	Y	Y	Y
CH1	Christian Home 1	Private	2019	Y	Y	Y
CH2	Christian Home 2	Private	2019	Y	Y	Y
CH3	Christian Home 3	Private	2019	Y	Y	Y
CHIRO	Waupun Chiropractic	Private	2005	Y	Y	Y
CWC	Central WI Christian School	Private	2020	Y	Y	Y
FEP 1	Fairway Estates Pond 1	Private	2004	Y	N (prior to Ordinance Development)	Y
FEP 2	Fairway Estates Pond 2	Private	2004	Y	N (prior to Ordinance Development)	Y
FEP 3	Fairway Estates Pond 3	Private	2004	Y	N (prior to Ordinance Development)	Y
FEP 4	Fairway Estates Pond 4	Private	2004	Y	N (prior to Ordinance Development)	Y
FEP 5	Fairway Estates Pond 5	Private	2004	Y	N (prior to Ordinance Development)	Y
FEP 6	Fairway Estates Pond 6	Private	2004	Y	N (prior to Ordinance Development)	Y
FEP 7	Fairway Estates Pond 7	Private	2004	Y	N (prior to Ordinance Development)	Y
FLEX	Flexographic	Private	2014	N	N	N
GRAND	Grand Central	Private	2005	Y	Y	Y
HOC	Hockey Association	Municipal	pre 1992	N	Y	N
IFS	Insight FS	Private	2020	Y	Y (Not recorded)	Y
IFS 2	Insight FS 2	Private	2020	Y	Y (Not recorded)	Y
LA	Lamers	Private	2014	Y	Y	Y
LS	Lincoln & Shaler	Municipal	2011	N	Y	Y
MT	Maple Tree Townhome	Private	2022	Y	Y	Y
MAY	Mayfair & Watertown	Municipal	2013	N	Y	Y
MVP	Meadowview	Private	2018	Y	Y	Y
NA	Navis	Private	2019	N	Y (Not recorded)	Y
OAK	Oak Lane Pond	Municipal	2021	Y	Y	Y

PR	Prairie Ridge	Private	2008	Y	Y (Not recorded)	Y
PVA	Pine Valley Apartments	Private	2020	Y	Y	Y
SHALER	Shaler	Municipal	2014	N	Y	Y
STAN	Stanton Subdivision	Municipal	2006	N	Y	Y
TAN	Tanager Street	Municipal	2020	N	Y (to be done)	Y
TS	Truck Stop	Municipal	2018	N	Y	Y
UC	United Coop	Private	2023	N	N	N
WD	Waupun Dental	Private	2020	Y	Y	Y
WH	Waupun Hospital	Private	2016	Y	Y (Not recorded)	Y
WHS	High School	Private	2017	Y	Y	Y
WSA	Wilcox Street Apartments	Private	2003	Y	N (prior to Ordinance Development)	Y
WSS	Waupun Self Storage	Private	2020	Y	Y	Y

BMP Maintenance Plan

The City inspected ten (10) municipal owned BMP's in May of 2022. The inspection reports are stored in the City's Asset Management Software (Iworq)

For privately owned ponds, the City requires Long Term Maintenance Agreements to be recorded with the appropriate County. Every spring, the City sends out a notice to all pond owners, that the annual inspection is to be completed by August 1 of that year. If it not completed, the City completed the inspections and the costs associated with that are assessed back to the property owner on the tax bill. In 2022, 19 letters were sent out for 28 privately owned ponds. . We received 19 inspections back from the property owners and the City completed 9 inspections.

Municipally Owned Public Works Facilities

The SWPPP for the Waupun Public Works garage was completed in 2017 and submitted with the 2017 MS4 Annual Report. No changes have been made to the plan.

Measures to reduce municipal sources of storm water contamination within source water protection areas

Vehicle Maintenance – The City washes all vehicles indoors where the water drains to the Sanitary Sewer and not the storm sewer system.

Routine Inspection and maintenance of municipal owned or operated structural stormwater management facilities:

In 2022 the following activities were completed:

There were 241 inlet cleanings in 2022. Of those cleaned 138 of the inlets are catch basins with sumps.

219 Inlets were inspected

37 Catch basins were repaired

3 Storm Manhole was repaired

69 Outfalls were inspected

0 Outfalls were repaired

2 Storm sewer pipes were repaired

Routine Street Sweeping and Cleaning of catch basins with sumps where appropriate

The City operates one Global M4HSD Mechanical Street Sweeper. All streets are cleaned once per week during the first four weeks in spring as soon as snow has cleared enough to allow access to the street and curb area. After spring

cleanup all streets are cleaned every other week until late fall. There are approximately lane miles that the street sweeper cleans. There are approximately 45 lane miles that the street sweeper cleans each round.

Catch Basin Sump Cleaning is not included in the City's Stormwater Quality Plan, however The City is working on inventorying catch basins with sumps during our annual inspection/cleaning process. There are currently 1,449 catch basins and 40 miles of storm sewer. Our current count for sump inlets is 221. The City operates a Versa Vac Trailer to clean the catch basins.

Proper disposal of street sweeping and catch basin cleaning waste

Materials are disposed of on the City property near the City's Public Works yard. The material deposit site is cleaned for blowing trash every two weeks. If there is any contamination, the debris is hauled to a licensed landfill.

Leaf and grass clippings management

Grass clippings and yard waste can be delivered to the municipal garage drop off site 24 hours a day / 7 days a week. The Public Works Department also provides curb side pick up of leaves, grass clippings, and yard waste two times a year, approximately 4 weeks in the Spring of the year and approximately 7 weeks in the Fall. The City operated two Giant Leaf Vac's to complete curbside pickup.

Brush can be dropped off by residents at the Public Works Garage drop off site 24 hours a day / 7 days a week. The Public Works Department also provides curb side pick-up of branches in the spring and fall of the year. The brush is chipped into wood mulch curbside by a Brush Bandit chipper. This mulch is available free of charge to the public for use in their home gardens.

Winter Road Management

Road Salt is applied using load sensor hydraulics and ground speed control to allow a controlled application.

The City currently operates 5 pieces of equipment that is used for salting

Vehicle ID	Description	Salter Control	Calibrated
3-08	Tandem Axle Dump Truck	Force America 5100es	before each season and during if totals are off
5-09	Tandem Axle Dump Truck	Force America 5100es	before each season and during if totals are off
6-13	Single Axle Dump Truck	Force America 6100	before each season and during if totals are off
8-20	Tandem Axle Dump Truck	Force America 6100	before each season and during if totals are off
9-12	Tandem Axle Dump Truck	Monroe MPX448	before each season and during if totals are off

The amount used and land miles treated is included in the MS4 report every year.

Road salt is property stored in a covered building located east of the large heated building at 903 N. Madison St. Annual inspections of the storage shed are performed each year by the WI DOT Bureau of Highway Operations.

Main and secondary streets are completely salted and residential streets are only salted at intersections, curves, and hills.

Nutrient Management

Application of lawn and garden fertilizers on municipally controlled properties, with pervious surfaces over five (5) acres each, in accordance with a site specific nutrient application schedule based on appropriate soil tests:

- a. The City's old landfill is annually monitored and reports are sent to the DNR.
- b. The majority of the City's municipally controlled properties with impervious areas more than five (5) acres are Parks.

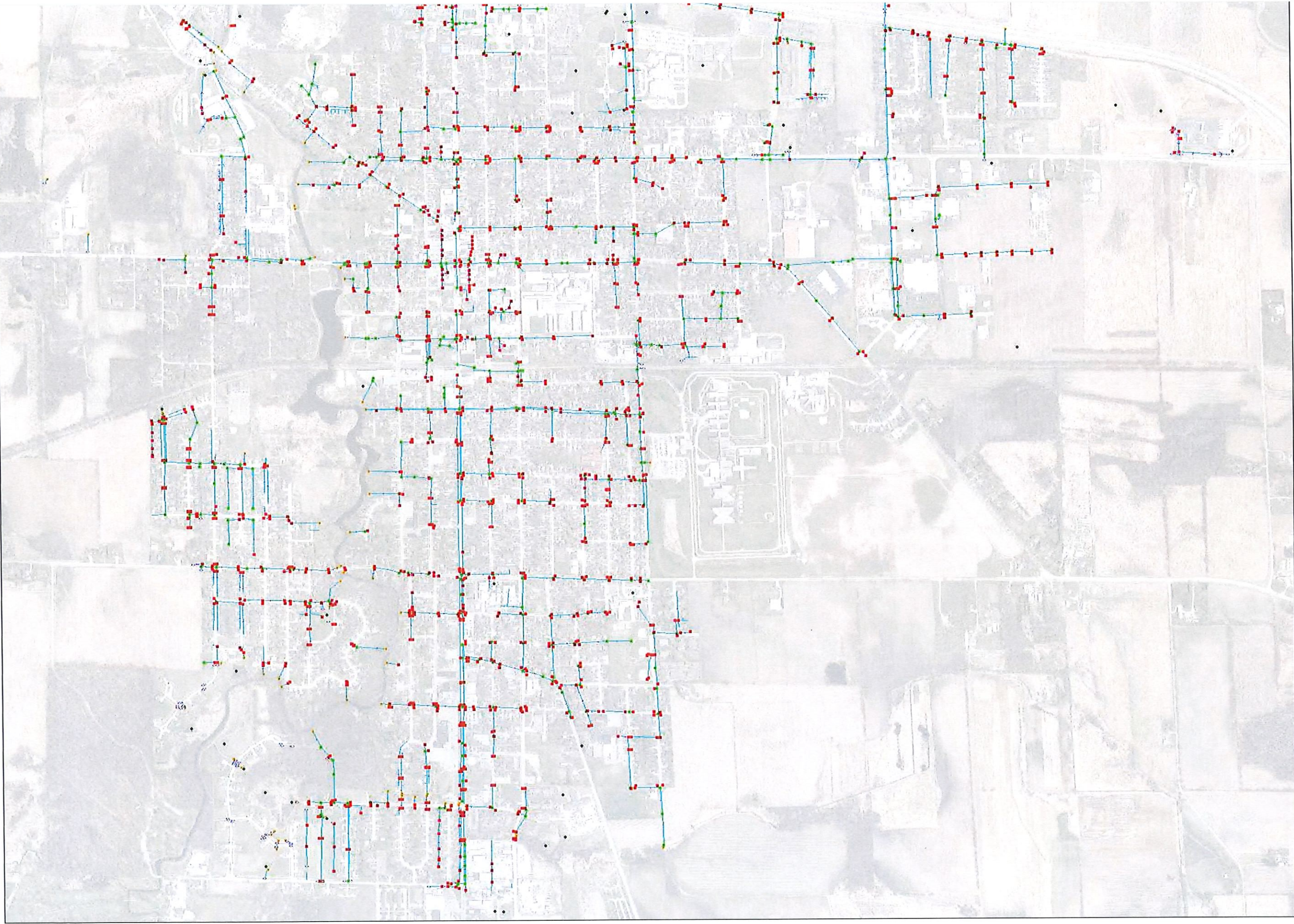
c. Turf Maintenance

Mow parks weekly, mow ballfields biweekly, fertilize ball fields in spring of each year, apply grub preventer in June of each year, soil testing as needed

Storm Water Quality Management Summary

The City of Waupun Storm Water Quality Plan Update was completed in 2017 and submitted with the 2017 MS4 Annual Report. No changes have been made to the Plan in 2022.

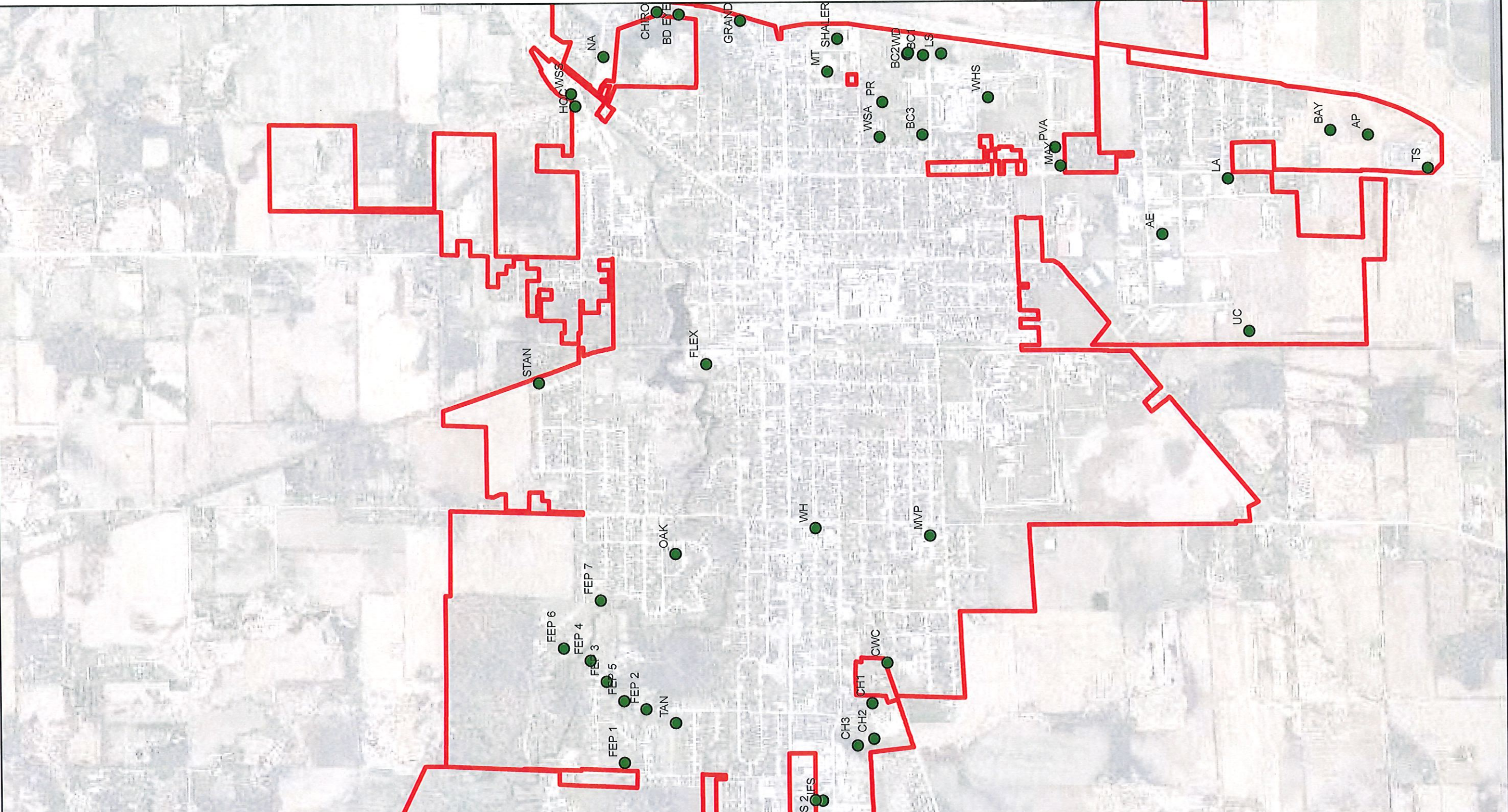
Waupun Storm Sewer Map



Legend

- Storm_Inlets
- Storm_Manholes
- Outfalls
- Endwalls
- Detention_Basins

Map Key	Name
AE	A&E Storage
AP	All Phase
BAT	Bayberry Lane Pond
BC1	Baseball Complex 1
BC2	Baseball Complex 2
BC3	Baseball Complex 3
BD EYE	BD Eye Clinic
CH1	Christian Home 1
CH2	Christian Home 2
CH3	Christian Home 3
CHIRO	Waupun Chiropractic
CWC	Central WI Christian School
FEP 1	Fairway Estates Pond 1
FEP 2	Fairway Estates Pond 2
FEP 3	Fairway Estates Pond 3
FEP 4	Fairway Estates Pond 4
FEP 5	Fairway Estates Pond 5
FEP 6	Fairway Estates Pond 6
FEP 7	Fairway Estates Pond 7
FLEX	Flexographic
GRAND	Grand Central
HOC	Hockey Association
IFS	Insight FS
IFS 2	Insight FS 2
LA	Lamers
LS	Lincoln & Shaler
MAY	Mayfair & Watertown
MT	Maple Tree Townhome
MVP	Meadowview
NA	Navis
OAK	Harmsen Ave Pond
PR	Prairie Ridge
PVA	Pine Valley Apartments
SHALER	Shaler
STAN	Stanton Subdivision
TAN	Tanager Street
TS	Truck Stop
UC	United Coop
WD	Waupun Dental
WH	Waupun Hospital
WHS	High School
WSA	Wilcox Street Apartments
WSS	Waupun Self Storage



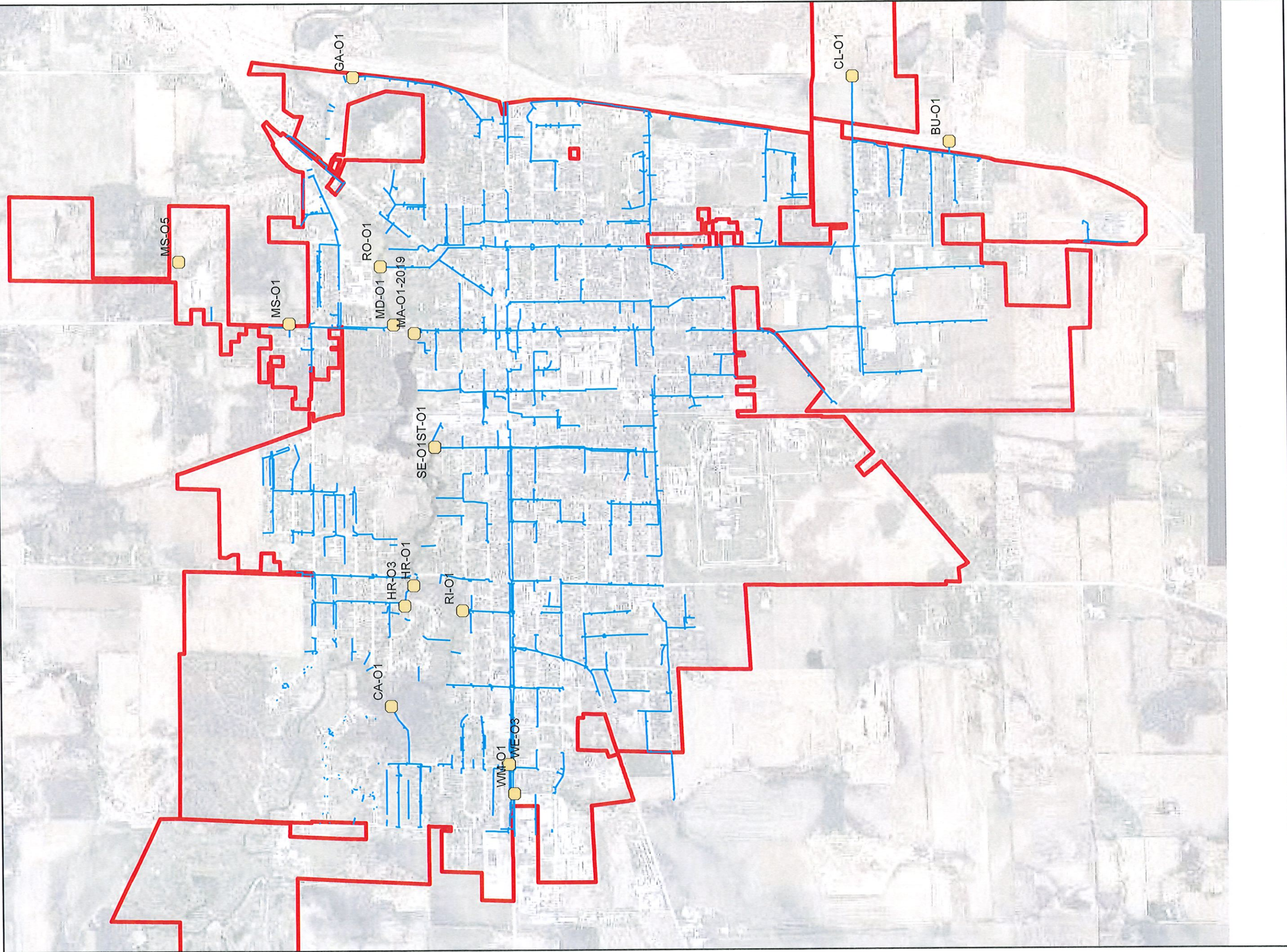
Existing Structural BMP's

Legend

- Detention_Basins
- Corporate Limits

City of Waupun
Dodge and Fond du Lac Counties, WI





Major Outfalls

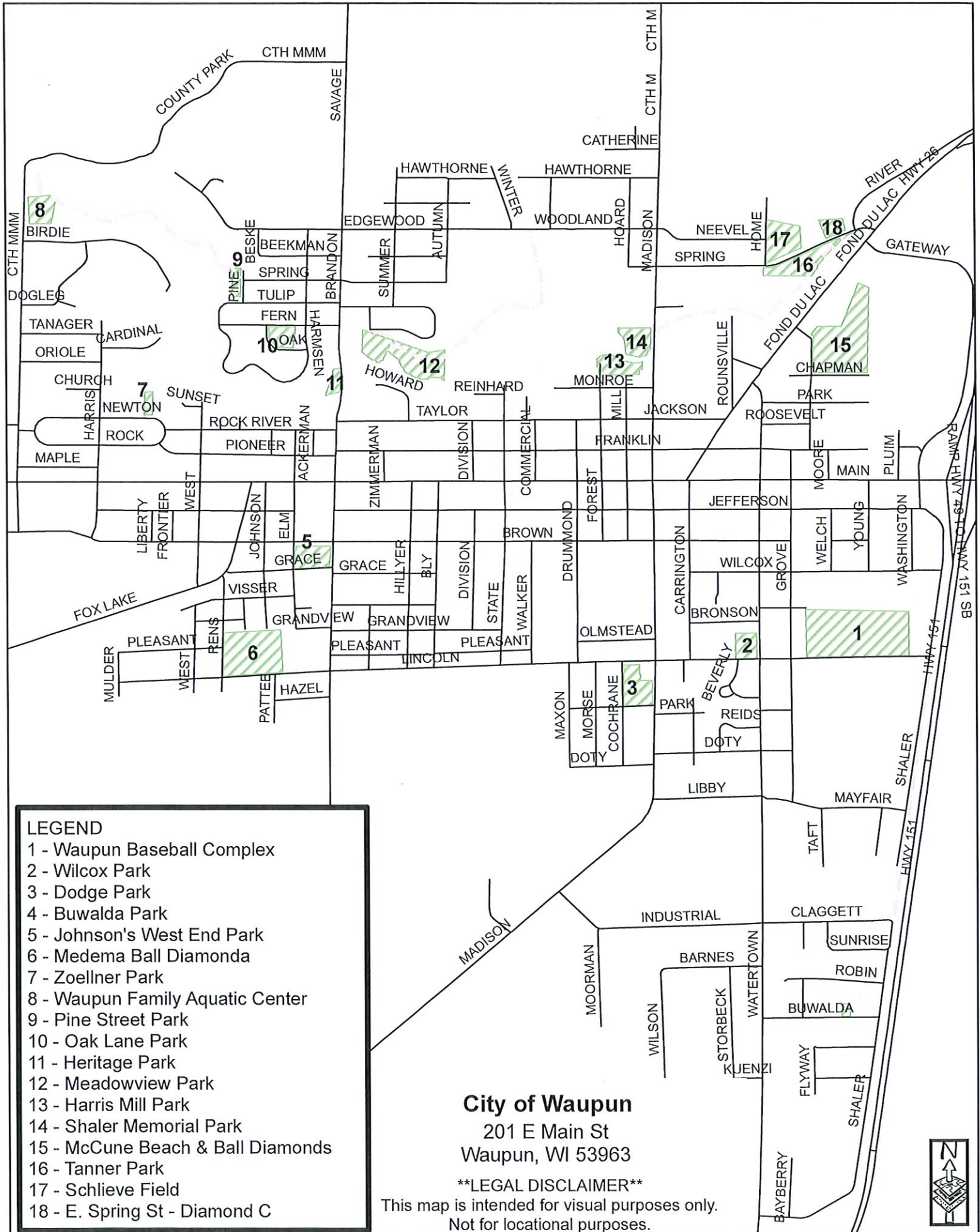
Legend

- Major_Outfalls
- Storm Lines
- Corporate Limits

City of Waupun
 Dodge and Fond du Lac Counties, WI



Waupun Park Map



- LEGEND**
- 1 - Waupun Baseball Complex
 - 2 - Wilcox Park
 - 3 - Dodge Park
 - 4 - Buwalda Park
 - 5 - Johnson's West End Park
 - 6 - Medema Ball Diamond
 - 7 - Zoellner Park
 - 8 - Waupun Family Aquatic Center
 - 9 - Pine Street Park
 - 10 - Oak Lane Park
 - 11 - Heritage Park
 - 12 - Meadowview Park
 - 13 - Harris Mill Park
 - 14 - Shaler Memorial Park
 - 15 - McCune Beach & Ball Diamonds
 - 16 - Tanner Park
 - 17 - Schlieve Field
 - 18 - E. Spring St - Diamond C

City of Waupun
 201 E Main St
 Waupun, WI 53963

****LEGAL DISCLAIMER****

This map is intended for visual purposes only.
 Not for locational purposes.





AGENDA SUMMARY SHEET

MEETING DATE: March 14th, 2023

TITLE: Leaf Collection & Street Sweeping Water Quality Assessment Agreement with MSA

AGENDA SECTION: Consideration/Action

PRESENTER: Jeff Daane

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT
	\$15,000

ISSUE SUMMARY

As part of our new agreement with the WDNR constructing a new storm water pond every 5 years we will not be able to achieve the reductions stipulated under sections 5.2.a and 5.2.b the city needs to follow additional requirements.

A.5 Compliance Over Multiple Permit Terms. *If the permittee cannot meet the requirements stipulated under sections A.3 or A.4, the permittee shall demonstrate continued progress towards compliance with the requirements contained in section A.2.2. During the term of this permit, the following are required:*

A.5.1 *By March 31, 2020, if the permittee determines that the applicable requirements contained in section A.2.2 will not be achieved by October 31, 2023, then the permittee shall notify the Department in writing which reachsheds and pollutants of concern are not in compliance with the requirements contained in section A.2.2.*

A.5.2 *By October 31, 2021, the permittee shall submit a TMDL Implementation Plan to the Department identifying and describing the actions that the permittee shall undertake, including a proposed schedule and milestones, to achieve the following by the end of the term of this permit:*

a. *A level of reduction that achieves at least 20% of the remaining reduction needed beyond the current 20% TSS reduction required under s. NR 151.13 (2)(b)1.b., Wis. Adm. Code, to achieve full compliance in sediment or TSS.*

b. *A level of reduction that achieves at least 10% of the remaining reduction needed beyond 15% TP reduction to achieve full compliance in TP*

You have done the above with the TMDL compliance plan we prepared and discussed with Dan Bekta in 2021

A.5.3 *If the permittee determines by October 31, 2021, that it is unable to achieve the reductions stipulated under sections A.5.2.a and A.5.2.b, the permittee shall meet the following requirements by October 31, 2023:*

a. *Pursuant to the permittee’s authority under s. 281.33(6)(a)2., Wis. Stats., the permittee shall create or revise and promulgate a municipal storm water management ordinance applicable to redevelopment that requires compliance with post-construction storm water management performance standards that are stricter than the uniform statewide standards established by the Department. When reporting to the Department under section A.6.3, the permittee shall include a justification for the level of pollutant reduction in the ordinance with an assessment of the progress it achieves towards full compliance with the TMDL. The redevelopment reductions may be adjusted to account for other storm water control measures that may exist. The permittee may also establish TP reduction levels for redevelopment projects.*

b. *The permittee shall create or revise a municipal ordinance that requires the development and implementation of a maintenance plan for all privately-owned storm water treatment facilities for which the permittee takes a*

TSS and/or TP reduction credit. The permittee shall develop and implement procedures and measures to verify and track that the storm water treatment facilities are inspected on a regular schedule and maintained in the intended working condition in accordance with the plans. The permittee shall require that maintenance agreements be recorded with the appropriate property records that obligates the current and future owners to implement the maintenance plans.

c. The permittee shall revise or promulgate a municipal ordinance that requires the submittal of record drawings for storm water management facility that the permittee takes a TSS and/or TP reduction credit. The permittee shall require submittal of the record drawing prior to close-out of the local permit or upon final approval and shall maintain appropriate records and tracking of the plans.

d. If the pollutant of concern is TP, the permittee shall implement, expand, or optimize a municipal leaf collection program coupled with street cleaning to serve areas where municipal leaf collection is not currently provided within the MS4 but for which a phosphorus reduction has been assigned and additional reductions could be achieved.

e. Within the MS4 permitted area, the permittee shall inventory the condition of the conveyance systems and outfalls. Where erosion or scour is occurring, the permittee shall develop a schedule to stabilize the identified areas over a 5-year period.

f. The permittee shall install at least one new structural BMP or enhance one or more existing structural BMPs to reduce a pollutant of concern discharged via storm water runoff to an impaired waterbody for which a WLA has been assigned to the permittee. The permittee shall develop and implement a maintenance plan for each new structural BMP.

g. The permittee shall conduct an analysis of the current municipal street cleaning program, to determine if additional pollutant loading reductions can be achieved. The permittee shall evaluate optimizing sweeping frequency, targeting of critical areas and time periods, and instituting parking restrictions. If a pollutant reduction can be achieved through optimizing the existing street cleaning program, the permittee shall adopt the optimized program the next calendar year or provide a written explanation to the Department explaining why the optimize street cleaning program is not feasible and provide alternative options to achieve similar pollutant reductions.

The yellow highlighted items above refer to specific revisions to the City's post-construction stormwater management ordinance. All of these items were included with the revision I prepared for the City in 2016 (as-built plans were already required).

Green highlighted will require additional modeling. The leaf collection analysis can be rather involved, street sweeping not so much. Probably this is about a \$15,000 effort.

Blue highlighted is just another component you'll need to add to your current IDDE inspections.

Purple highlighted requires the City to construct at least 1 new structural BMP each permit cycle (every 5 years). You are doing that now.

So – really the only thing that needs to be done prior to October is the modeling effort.

STAFF RECCOMENDATION:

Approve agreement with MSA and forward to Council to use funds from Storm water utility operating budget

AGENDA ITEM:

DATE:

ATTACHMENTS:
MSA agreement

RECOMMENDED MOTION:

Recommend Leaf Collection & Street Sweeping Water Quality Assessment Agreement with MSA for \$15,000

AGENDA ITEM:

DATE:



Professional Services Agreement

MSA Project Number: 00212143

This AGREEMENT (Agreement) is made today March 1, 2023 by and between CITY OF WAUPUN (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: Leaf Collection & Street Sweeping Water Quality Assessment

The scope of the work authorized is: See Attachment A: Scope of Services

The schedule to perform the work is: Approximate Start Date: March 1, 2023
Approximate Completion Date: October 31, 2023

The lump sum fee for the work is: \$15,000

The retainer amount required is: N/A

NOTE: The retainer will be applied toward the final invoice on this project.

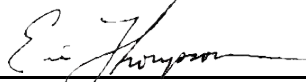
All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a lump sum basis.

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

CITY OF WAUPUN

MSA PROFESSIONAL SERVICES, INC.

Jeff Daane
Director of Public Works
Date: _____



Eric Thompson
Senior Team Leader - Engineering
Date: 3/2/2023

201 East Main Street
Waupun, WI 53963
Phone: (920) 324-7918
Email: jeff@cityofwaupun.org

1702 Pankratz Street
Madison, WI 53704
Phone: +1 (608) 242-6613
Email: ethompson@msa-ps.com

ATTACHMENT A: SCOPE OF SERVICES

MSA will revise the City's 2017 stormwater quality master plan to complete the following two activities:

- A.) Evaluate/optimize the City's leaf collection program to improve overall TP capture. MSA will complete a GIS and WinSLAMM modeling analysis of portions of the City of Waupun to estimate potential TP reduction credits achievable by a municipal leaf collection program. MSA will follow current WDNR guidance to determine eligible areas of the City where credits may be obtained. At this time this includes lands satisfying the following conditions:
1. Land use: Residential land use without alleys. Residential land use with alleys may be included if the alleys receive the same level of leaf collection and street cleaning as the streets.
 2. Street Section: Curb and gutter streets with storm sewer drainage systems and light parking densities during street cleaning activities.
 3. Tree Canopy: High level of tree canopy determined by one of the following approaches:
 - a. An average of one or more medium to large canopy trees located between the sidewalk and the curb for every 80 linear feet of curb. Where sidewalk is not present, trees within 15 feet of the curb may be counted toward tree cover.
 - b. An average of 40% or greater leaf canopy over the pavement or 45% tree canopy or greater over the right-of-way determined using leaf-on aerial photography.
- B.) Evaluate/optimize the City's street sweeping program to improve overall TP capture. The City's 2017 stormwater quality master plan has already evaluated the efficiency of the City's current street sweeping program as well as TSS/TP reductions that could occur if the City increased sweeping frequencies. For this current activity, MSA will evaluate the City on a geographic basis to identify locations where there are no other BMPs (no ponds) serving streets and then looking at what the City might do in terms of more sweeping in these areas – and potentially less in other areas to balance efforts. If data can be provided by the City, MSA will evaluate the cost-effectiveness in terms of labor/equipment/fuel cost vs. TSS/TP captured.

**MSA PROFESSIONAL SERVICES, INC. (MSA)
GENERAL TERMS AND CONDITIONS OF SERVICES (PUBLIC)**

1. **Scope and Fee.** The scope of Owner's Project (the "Project"), scope of MSA's services (the "Work"), and quoted fees for those services are defined in Attachment A. The scope and fee constitute a good faith estimate of the tasks and associated fees required to perform the services defined in Attachment A. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service or involve renovation of an existing building or structure, activities often cannot be fully defined during initial planning. As the Project progresses, facts uncovered may reveal a change in direction which may alter the Work. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required.

2. **Owner's Responsibilities.**

(a) Project Scope and Budget

The OWNER shall define the scope and budget of the Project and, when applicable, periodically update the Project budget, including that portion allocated for the cost of the Work. The Project budget shall include contingencies for design, development, and, when required by the scope of the Project, construction of the Project. The OWNER shall not significantly increase or decrease the overall Project scope or schedule, the portion of the budget allocated for the cost of the Work, or contingencies included in the overall budget or a portion of the budget, without the agreement of MSA to a corresponding change in the Project scope, quality, schedule, and compensation of MSA.

(b) Designated Owner Representative

The OWNER shall identify a Designated Representative who shall be authorized to act on behalf of the OWNER with respect to the Project. OWNER's Designated Representative shall render related decisions in a timely manner so as to avoid unreasonable delay in the orderly and sequential progress of MSA's services. MSA shall not be liable for any error or omission made by OWNER, OWNER's Designated Representative, or OWNER's consultant.

(c) Tests, Inspections, and Reports

When required by the scope of the Project, the OWNER shall furnish tests, inspections, and reports required by law or the Contract Documents, such as planning studies; preliminary designs; structural, mechanical, or chemical tests; tests for air, water, or soil pollution; and tests for hazardous materials.

(d) Additional Consultants

MSA's consultants shall be identified in Attachment A. The OWNER shall furnish the services of other consultants other than those designated in Attachment A, including such legal, financial, accounting, and insurance counseling services as may be required for the Project.

(e) OWNER Provided Services and Information

MSA shall be entitled to rely on the accuracy and completeness of services and information furnished by the OWNER, Designated OWNER Representative, or Consultant. MSA shall use reasonable efforts to provide prompt written notice to the OWNER if MSA becomes aware of any errors, omissions, or inconsistencies in such services or information.

3. **Billing.** MSA will bill the OWNER monthly with net payment due upon receipt. Balances due past thirty (30) days shall be subject to an interest charge at a rate of 12% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

4. **Costs and Schedules.** Costs (including MSA's fees and reimbursable expenses) and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, pandemics, acts of God or the public enemy, or acts of regulations of any governmental agency.

Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

5. **Access to Site.** Owner shall furnish right-of-entry on the Project site for MSA and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of services. MSA will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

6. **Location of Utilities.** Owner shall supply MSA with the location of all pre-existent utilities and MSA has the right to reasonably rely on all Owner supplied information. In those instances where the scope of services require MSA to locate any buried utilities, MSA shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend MSA in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information of instructions which have been furnished to MSA by others.

7. **Professional Representative.** MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other recommendations made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not warrant or represent that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

8. **Construction.** When applicable to the scope of the Project, the OWNER shall contract with a licensed and qualified Contractor for implementation of construction work utilizing a construction contract based on an EJCDC construction contract and general conditions appropriate for the scope of the Project and for the delivery method. In the construction contract, the OWNER shall use reasonable commercial efforts to require the Contractor to (1) obtain Commercial General Liability Insurance with contractual liability coverage insuring the obligation of the Contractor, and name the OWNER, MSA and its employees and consultants as additionally insureds of that policy; (2) indemnify and hold harmless the OWNER, MSA and its employees and consultants from and against any and all claims, damages, losses, and expenses ("Claims"), including but not limited to reasonable attorney's fees and economic or consequential damages arising in whole or in part out of the negligent act or omission of the contractor, and Subcontractor or anyone directly or indirectly employed by any of them. This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work, the same being the sole and exclusive responsibility of the contractors or subcontractors.

9. **Standard of Care.** In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, which is known as the "standard of care". The standard of care is defined as that level of skill and care ordinarily exercised by members of the same profession practicing at the same point in time and in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

10. **Municipal Advisor.** MSA Professional Services, Inc. is not acting as a 'Municipal Advisor' to the owner pursuant to Section 15B of the Exchange Act. For financial advice related to the corresponding project, the client is encouraged to discuss their finances with internal and/or external advisors and experts before making decisions incurring debt and/or supporting those obligations. MSA desires to serve each client well by providing the best information publicly available and is providing information as part of its engineering responsibilities to

inform client options. The information is not intended to provide financial advice or recommendations and is not bound by the formal Municipal Advisor fiduciary duty.

11. **Conduct Expectations.** Owner and MSA understand their respective obligations to provide a safe, respectful work environment for their employees. Both parties agree that harassment on the job (unwelcome verbal, physical or other behavior that is related to sex, race, age, or protected class status) will not be tolerated and will be addressed timely and in compliance with anti-harassment laws.

12. **Electronic Documents and Transmittals.** Owner and MSA agree to transmit and accept project related correspondence, documents, text, data, drawings and the like in digital format in accordance with MSA's Electronic Data Transmittal policy. Each party is responsible for its own cybersecurity, and both parties waive the right to pursue liability against the other for any damages that occur as a direct result of electronic data sharing.

13. **Building Information Modelling (BIM).** For any projects, and not limited to building projects, utilizing BIM, OWNER and MSA shall agree on the appropriate level of modelling required by the project, as well as the degree to which the BIM files may be made available to any party using the Electronic Document Transmittal provisions of section 12 of this Agreement.

14. **Construction Site Visits.** If the scope of services includes services during the Construction Phase, MSA shall make visits to the site as specified in Attachment A– Scope of Services. MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

15. **Termination.** This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

16. **Betterment.** If, due to MSA's error, any required or necessary item or component of the Project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNER'S cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the Project.

17. **Hazardous Substances.** OWNER acknowledges and agrees that MSA has had no role in identifying, generating, treating, storing, or disposing of hazardous substances or materials which may be present at the Project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the Project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNER's behalf for OWNER's benefit and at OWNER's direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNER and shall be returned to OWNER at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNER's request and expense and subject to this subparagraph.

18. Insurance. MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

19. Reuse of Documents. Reuse of any documents and/or services pertaining to this Project by the OWNER or extensions of this Project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

20. Indemnification. To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

21. Accrual of Claims. To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement will be deemed to have accrued, and all statutory periods of limitation will commence, no later than the date of Substantial Completion; or, if Engineer's services do not include Construction Phase services, or the Project is not completed, then no later than the date of Owner's last payment to Engineer.

22. Dispute Resolution. OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect, unless OWNER and MSA mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made

within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in the court having jurisdiction as specified in section 29 of this Agreement.

23. Exclusion of Special, Indirect, Consequential and Liquidated Damages. MSA shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the Project or this contract.

24. Limitation of Liability. Neither MSA, its Consultants (if any), nor their employees shall be jointly, severally, or individually liable to the OWNER in excess of the amount of the insurance proceeds available.

25. Successors and Assigns. The successors, executors, administrators, and legal representatives of Owner and Engineer are hereby bound to the other party to this Agreement and to the successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement. Neither party may assign, sublet, or transfer any rights under or interest (including, but without limitation, claims arising out of this Agreement or money that is due or may become due) in this Agreement without the written consent of the other party, which shall not be unreasonable withheld, except to the extent that any assignment, subletting, or transfer is mandated by law.

26. Notices. Any notice required under this Agreement will be in writing, and delivered: in person (by commercial courier or otherwise); by registered or certified mail; or by e-mail to the recipient, with the words "Formal Notice" or similar in the e-mail's subject line. All such notices are effective upon the date of receipt.

27. Survival. Subject to applicable Laws and Regulations, all express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

28. Severability. Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations will be deemed stricken, and all remaining provisions will continue to be valid and binding upon Owner and MSA.

29. No Waiver. A party's non-enforcement of any provision will not constitute a waiver of that provision, nor will it affect the enforceability of that provision or of the remainder of this Agreement.

30. State Law. This agreement shall be construed and interpreted in accordance with the laws of the State of Wisconsin.

31. Jurisdiction. OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of Wisconsin for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be Sauk County, Wisconsin.

32. Understanding. This agreement contains the entire understanding between the parties on the subject matter hereof and no representations. Inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.



AGENDA SUMMARY SHEET

MEETING DATE: March 14th, 2023

TITLE: 2023 Spring Cleanup dates

AGENDA SECTION: Consideration/Action

PRESENTER: Jeff Daane

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
	\$	

ISSUE SUMMARY

Each year we approve dates for spring cleanup. The dates for 2023 to be considered are April 10th through May 1st. This is the week after bulk pickup.

STAFF RECCOMENDATION:

ATTACHMENTS:

RECCOMENDED MOTION:

1. Approve April 10th through May 1st for Spring cleanup.



AGENDA SUMMARY SHEET

MEETING DATE: March 14th, 2023

TITLE: Notice of Award for Wilson & Shaler Drive Extension Project City of Waupun

AGENDA SECTION: Consideration/Action

PRESENTER: Jeff Daane

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
	\$1,657,831.73 (BASE BID)	

ISSUE SUMMARY

Four bids we received on March 2nd.
Wondra Construction Inc \$1,657,831.73
Kruczek Construction Inc \$1,677,777.77
Kopplin & Kinas Co Inc \$1,746,706.80
Woleske Construction Company Inc \$1,852,607.70

STAFF RECCOMENDATION:

To award the low bid from Wondra Construction

ATTACHMENTS:

Notice of Award packet

RECCOMENDED MOTION:

1. Recommend Wondra Construction the contract Notice of Award for Wilson & Shaler Drive Extension Project City of Waupun to City Council



201 Corporate Drive
Beaver Dam, WI 53916

P (920) 887-4242
TF (800) 362-4505
F (920) 887-4250
www.msa-ps.com

March 3, 2023

Rohn Bishop, Mayor
City of Waupun
201 E. Main Street
Waupun, WI 53963

Re: Wilson & Shaler Drive Extension Project
City of Waupun

Dear Mr. Bishop:

Upon review of the bids received on March 2, 2023 for the above-referenced project, it was found that they were submitted by qualified contractors. It is our recommendation that the low responsive bidder listed below be accepted and award made at your next meeting.

Wondra Construction, Inc.
W2874 Graylog Road
Iron Ridge, WI 53035

Bid Amount \$1,657,831.73 (BASE BID)

Please execute the enclosed Notice of Award for the contract. Once the form is signed, please email a copy back to jlaue@msa-ps.com and/or abishop@msa-ps.com. After receiving the executed copy, we will forward one copy of the Notice of Award and the remaining contract package to the Contractor.

Sincerely,

MSA Professional Services, Inc.

A handwritten signature in black ink, appearing to read "Jason Laue", written over a light blue horizontal line.

Jason Laue, PE
Team Leader

aab
Enc.

NOTICE OF AWARD

Date: _____

Project: Wilson & Shaler Drive Extension Project	
Owner: City of Waupun	Owner's Contract No.:
Contract: City of Waupun - Wilson & Shaler Drive Extension Project	Engineer's Project No.: 00212130
Bidder: Wondra Construction, Inc.	
Bidder's Address: W2874 Graylog Road	
Iron Ridge, WI 53035	

You are notified that your Bid dated March 2, 2023 for the above Contract has been considered. You are the Successful Bidder and are awarded a Contract for Wilson & Shaler Drive Extension Project
Base Bid

The Contract Price of your Contract is One Million Six Hundred Fifty-Seven Thousand Eight Hundred Thirty-One Dollars and Seventy-Three Cents (\$1,657,831.73) (Base Bid).

One copies of the proposed Contract Documents (except Drawings) accompany this Notice of Award.

One sets of the Drawings will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within [15] days of the date you receive this Notice of Award.

1. Deliver to the Owner one fully executed counterparts of the Contract Documents.
2. Deliver with the executed Contract Documents the Contract security [Bonds] as specified in the Instructions to Bidders (Article 20), General Conditions (Paragraph 5.01), and Supplementary Conditions (Paragraph SC-5.01).
3. Other conditions precedent:

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

City of Waupun
Owner
By: _____
Authorized Signature

Title

Copy to Engineer

Wilson & Shaler Drive Extension Project (#8393342)

Owner: City of Waupun

Solicitor: MSA Professional Services - Beaver Dam

03/02/2023 11:00 AM CST

MSA Project # 00212130

Line Item	Item Description	UofM	Qty	Wondra Construction, Inc.		Kruczek Construction Inc.		Kopplin & Kinas Co., Inc.		Woleske Construction Company Inc	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Base Bid											
1	Mobilization, Bonds, & Insurance	LS	1	\$9,625.00	\$9,625.00	\$22,400.00	\$22,400.00	\$35,400.00	\$35,400.00	\$89,000.00	\$89,000.00
2	Erosion and Sedimentation Controls	LS	1	\$11,800.00	\$11,800.00	\$8,600.00	\$8,600.00	\$7,100.00	\$7,100.00	\$12,500.00	\$12,500.00
3	Traffic Control	LS	1	\$7,250.00	\$7,250.00	\$4,000.00	\$4,000.00	\$7,700.00	\$7,700.00	\$15,000.00	\$15,000.00
4	Unclassified Excavation (Stormwater Management Pond)	LS	1	\$41,100.00	\$41,100.00	\$42,500.00	\$42,500.00	\$80,708.00	\$80,708.00	\$70,669.00	\$70,669.00
5	Unclassified Excavation (General Site)	LS	1	\$80,000.00	\$80,000.00	\$66,666.00	\$66,666.00	\$145,600.00	\$145,600.00	\$82,958.00	\$82,958.00
6	Clay Pond Liner (Complete)	LS	1	\$17,300.00	\$17,300.00	\$44,444.00	\$44,444.00	\$56,630.00	\$56,630.00	\$33,360.00	\$33,360.00
7	Topsoil Placement & Grading	S.Y.	33100	\$0.62	\$20,522.00	\$0.50	\$16,550.00	\$0.82	\$27,142.00	\$0.64	\$21,184.00
8	Seeding & Fertilizing (with Mulch)	S.Y.	16570	\$0.42	\$6,959.40	\$0.50	\$8,285.00	\$0.50	\$8,285.00	\$0.45	\$7,456.50
9	Seeding & Fertilizing (with Erosion Mat)	S.Y.	16530	\$1.85	\$30,580.50	\$2.00	\$33,060.00	\$1.90	\$31,407.00	\$1.04	\$17,191.20
10	Clearing & Grubbing (Onsite Trees & Brush)	LS	1	\$3,000.00	\$3,000.00	\$5,000.00	\$5,000.00	\$3,280.00	\$3,280.00	\$8,800.00	\$8,800.00
11	Concrete Curb/Gutter - 30 Inch Type D	L.F.	5160	\$16.90	\$87,204.00	\$16.17	\$83,437.20	\$15.85	\$81,786.00	\$16.00	\$82,560.00
12	Concrete Curb/Gutter - 30 Inch Type D W/ Reverse Slope Gutter	L.F.	350	\$19.25	\$6,737.50	\$17.65	\$6,177.50	\$18.20	\$6,370.00	\$17.50	\$6,125.00
13	Concrete Curb/Gutter - 30 Inch Type D W/ 4 Inch Sloped Curb & Reverse Slope Gutter	L.F.	40	\$36.55	\$1,462.00	\$45.90	\$1,836.00	\$35.50	\$1,420.00	\$45.00	\$1,800.00
14	Concrete Curb/Gutter - 36 Inch Type D W/ 4 Inch Sloped Curb & Reverse Slope Gutter	L.F.	400	\$20.90	\$8,360.00	\$23.72	\$9,488.00	\$19.85	\$7,940.00	\$24.00	\$9,600.00
15	Concrete Curb/Gutter - 36 Inch Type D W/ 6 Inch Sloped Curb	L.F.	220	\$20.90	\$4,598.00	\$22.25	\$4,895.00	\$19.85	\$4,367.00	\$22.00	\$4,840.00
16	Concrete Median Sloped Nose	S.F.	140	\$12.50	\$1,750.00	\$17.50	\$2,450.00	\$12.50	\$1,750.00	\$18.00	\$2,520.00
17	Dense Graded Base (6 Inch Thick)	S.Y.	13620	\$4.41	\$60,064.20	\$2.85	\$38,817.00	\$4.04	\$55,024.80	\$4.30	\$58,566.00
18	Breaker Run (8 Inch Thick)	S.Y.	13620	\$5.91	\$80,494.20	\$3.80	\$51,756.00	\$5.33	\$72,594.60	\$5.80	\$78,996.00
19	Asphaltic Binder (3 Inch Thick) (2023 Paving)	S.Y.	11120	\$11.40	\$126,768.00	\$11.70	\$130,104.00	\$11.40	\$126,768.00	\$12.00	\$133,440.00
20	Asphaltic Surface (2 Inch Thick) (2023 Paving)	S.Y.	1260	\$10.00	\$12,600.00	\$11.70	\$14,742.00	\$10.00	\$12,600.00	\$11.00	\$13,860.00
21	Asphaltic Surface (2 Inch Thick) (2024 Paving)	S.Y.	9860	\$9.05	\$89,233.00	\$9.00	\$88,740.00	\$9.05	\$89,233.00	\$9.50	\$93,670.00
22	Asphaltic Median (3 Inch Thick) (2023 Paving)	S.Y.	210	\$21.00	\$4,410.00	\$18.50	\$3,885.00	\$21.00	\$4,410.00	\$24.00	\$5,040.00
23	Excavation Below Subgrade (E.B.S.)	C.Y.	1080	\$30.46	\$32,896.80	\$28.70	\$30,996.00	\$26.20	\$28,296.00	\$31.00	\$33,480.00
24	Stabilization Fabric (Type S.A.S.)	S.Y.	13620	\$1.60	\$21,792.00	\$1.50	\$20,430.00	\$1.72	\$23,426.40	\$1.50	\$20,430.00
25	Pavement Marking Removals	L.S.	1	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,700.00	\$1,700.00	\$1,500.00	\$1,500.00
26	Pavement Marking, 4 Inch White Epoxy	L.F.	190	\$2.20	\$418.00	\$2.25	\$427.50	\$2.20	\$418.00	\$2.20	\$418.00
27	Pavement Marking, 4 Inch Yellow Epoxy	L.F.	540	\$2.20	\$1,188.00	\$2.25	\$1,215.00	\$2.20	\$1,188.00	\$2.20	\$1,188.00
28	Pavement Marking, 8 Inch White Epoxy	L.F.	300	\$4.00	\$1,200.00	\$4.00	\$1,200.00	\$4.00	\$1,200.00	\$4.00	\$1,200.00
29	Pavement Marking, 18 Inch White Epoxy	L.F.	50	\$17.00	\$850.00	\$17.35	\$867.50	\$17.00	\$850.00	\$17.00	\$850.00
30	Pavement Marking, Type 2 Arrow, White Epoxy	EA.	2	\$275.00	\$550.00	\$280.00	\$560.00	\$275.00	\$550.00	\$275.00	\$550.00
31	Pavement Marking, Type 3 Arrow, White Epoxy	EA.	2	\$300.00	\$600.00	\$306.00	\$612.00	\$300.00	\$600.00	\$300.00	\$600.00
32	Pavement Marking, Text "Only", White Epoxy	EA.	2	\$300.00	\$600.00	\$306.00	\$612.00	\$300.00	\$600.00	\$300.00	\$600.00

Line Item	Item Description	UofM	Qty	Wondra Construction, Inc.		Kruczek Construction Inc.		Kopplin & Kinas Co., Inc.		Woleske Construction Company Inc	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
33	Permanent Sign with Post, R4-7 (24 Inch x30 Inch)	EA.	2	\$385.00	\$770.00	\$393.00	\$786.00	\$385.00	\$770.00	\$1,400.00	\$2,800.00
34	Permanent Sign with Post, R1-1 (30 Inch x30 Inch) & R6-3A (30 Inch x24 Inch)	EA.	1	\$635.00	\$635.00	\$647.00	\$647.00	\$635.00	\$635.00	\$2,400.00	\$2,400.00
35	Culvert End Marker (Complete)	EA.	4	\$95.00	\$380.00	\$100.00	\$400.00	\$95.00	\$380.00	\$200.00	\$800.00
36	Rock Excavation	C.Y.	1500	\$62.89	\$94,335.00	\$55.00	\$82,500.00	\$62.00	\$93,000.00	\$0.01	\$15.00
37	Trucked Granular Backfill	TON	4900	\$10.48	\$51,352.00	\$10.50	\$51,450.00	\$6.05	\$29,645.00	\$0.01	\$49.00
38	Styrofoam Pipe Insulation	S.F.	450	\$1.36	\$612.00	\$4.67	\$2,101.50	\$4.00	\$1,800.00	\$6.00	\$2,700.00
39	Street Inlet (2 Foot x 3 Foot I.D.) (Complete)	EA.	10	\$2,631.48	\$26,314.80	\$2,800.00	\$28,000.00	\$2,700.00	\$27,000.00	\$2,600.00	\$26,000.00
40	Storm Manhole (4 Foot I.D.) (Complete)	EA.	3	\$2,916.34	\$8,749.02	\$3,620.00	\$10,860.00	\$3,400.00	\$10,200.00	\$3,890.00	\$11,670.00
41	Storm Manhole (5 Foot I.D.) (Complete)	EA.	2	\$4,842.26	\$9,684.52	\$4,500.00	\$9,000.00	\$5,200.00	\$10,400.00	\$5,444.00	\$10,888.00
42	Storm Manhole (6 Foot I.D.) (Complete)	EA.	2	\$5,473.35	\$10,946.70	\$5,800.00	\$11,600.00	\$6,200.00	\$12,400.00	\$12,244.00	\$24,488.00
43	Storm Manhole w/ Inlet Casting (4 Foot I.D.) (Complete)	EA.	2	\$3,160.34	\$6,320.68	\$3,800.00	\$7,600.00	\$3,700.00	\$7,400.00	\$7,444.00	\$14,888.00
44	Storm Manhole w/ Inlet Casting (6 Foot I.D.) (Complete)	EA.	1	\$5,086.26	\$5,086.26	\$5,555.00	\$5,555.00	\$6,400.00	\$6,400.00	\$8,244.00	\$8,244.00
45	R.C.P. Storm Sewer (12 Inch I.D.)	L.F.	420	\$55.83	\$23,448.60	\$55.00	\$23,100.00	\$57.00	\$23,940.00	\$49.00	\$20,580.00
46	R.C.P. Storm Sewer (15 Inch I.D.)	L.F.	300	\$60.92	\$18,276.00	\$61.00	\$18,300.00	\$47.00	\$14,100.00	\$55.00	\$16,500.00
47	R.C.P. Storm Sewer (18 Inch I.D.)	L.F.	190	\$65.12	\$12,372.80	\$71.00	\$13,490.00	\$50.00	\$9,500.00	\$58.00	\$11,020.00
48	R.C.P. Storm Sewer (24 Inch I.D.)	L.F.	630	\$84.35	\$53,140.50	\$88.00	\$55,440.00	\$71.00	\$44,730.00	\$74.00	\$46,620.00
49	R.C.P. Storm Sewer (30 Inch I.D.)	L.F.	360	\$106.45	\$38,322.00	\$120.00	\$43,200.00	\$95.00	\$34,200.00	\$93.00	\$33,480.00
50	R.C.P. Storm Sewer (36 Inch I.D.)	L.F.	150	\$131.43	\$19,714.50	\$150.00	\$22,500.00	\$130.00	\$19,500.00	\$116.00	\$17,400.00
51	P.V.C. Storm Sewer (6 Inch I.D.)	L.F.	20	\$55.89	\$1,117.80	\$36.35	\$727.00	\$20.00	\$400.00	\$33.00	\$660.00
52	R.C.P. H.E. Storm Sewer (30 x 19 Inch I.D.)	L.F.	210	\$104.99	\$22,047.90	\$131.00	\$27,510.00	\$104.00	\$21,840.00	\$97.00	\$20,370.00
53	R.C.P. Endwall (18 Inch I.D. w/ Pipe Grate) (Complete)	EA.	1	\$1,703.87	\$1,703.87	\$1,600.00	\$1,600.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
54	R.C.P. Endwall (24 Inch I.D. w/ Pipe Grate) (Complete)	EA.	2	\$2,391.66	\$4,783.32	\$2,100.00	\$4,200.00	\$2,200.00	\$4,400.00	\$3,333.00	\$6,666.00
55	R.C.P. Endwall (36 Inch I.D. w/ Pipe Grate) (Complete)	EA.	1	\$3,867.40	\$3,867.40	\$4,300.00	\$4,300.00	\$3,600.00	\$3,600.00	\$4,444.00	\$4,444.00
56	R.C.P. H.E. Endwall (30 x 19 Inch I.D. w/ Pipe Grate) (Complete)	EA.	2	\$1,888.82	\$3,777.64	\$2,400.00	\$4,800.00	\$1,800.00	\$3,600.00	\$4,888.00	\$9,776.00
57	P.V.C. Storm Sewer Cap (6 Inch I.D.) (Complete)	EA.	1	\$126.09	\$126.09	\$58.00	\$58.00	\$50.00	\$50.00	\$150.00	\$150.00
58	Concrete Storm Sewer Cap (18 Inch I.D.) (Complete)	EA.	1	\$335.10	\$335.10	\$292.00	\$292.00	\$300.00	\$300.00	\$350.00	\$350.00
59	Concrete Storm Sewer Cap (24 Inch I.D.) (Complete)	EA.	4	\$353.45	\$1,413.80	\$467.00	\$1,868.00	\$400.00	\$1,600.00	\$1,000.00	\$4,000.00
60	Medium Riprap w/ Geotextile Fabric	S.Y.	280	\$33.26	\$9,312.80	\$30.60	\$8,568.00	\$33.95	\$9,506.00	\$16.00	\$4,480.00
61	Pond Outfall Structure (2 Foot x 3 Foot. w/ Grate)	EA.	1	\$4,800.81	\$4,800.81	\$4,150.00	\$4,150.00	\$5,000.00	\$5,000.00	\$11,000.00	\$11,000.00
62	Connect to Existing Sanitary Manhole (Complete)	EA.	1	\$1,000.00	\$1,000.00	\$816.00	\$816.00	\$1,000.00	\$1,000.00	\$5,500.00	\$5,500.00
63	Sanitary Manhole (Complete)	EA.	8	\$5,337.44	\$42,699.52	\$4,875.00	\$39,000.00	\$4,800.00	\$38,400.00	\$7,900.00	\$63,200.00
64	Adjust Existing Sanitary Manhole	EA.	1	\$500.00	\$500.00	\$935.00	\$935.00	\$1,200.00	\$1,200.00	\$1,800.00	\$1,800.00

Line Item	Item Description	UofM	Qty	Wondra Construction, Inc.		Kruczek Construction Inc.		Kopplin & Kinas Co., Inc.		Woleske Construction Company Inc	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
65	P.V.C. Sanitary Sewer (8 Inch I.D.)	L.F.	1010	\$43.51	\$43,945.10	\$53.00	\$53,530.00	\$40.00	\$40,400.00	\$64.00	\$64,640.00
66	P.V.C. Sanitary Sewer (10 Inch I.D.)	L.F.	1330	\$50.36	\$66,978.80	\$59.40	\$79,002.00	\$43.00	\$57,190.00	\$67.00	\$89,110.00
67	P.V.C. Sanitary Lateral (6 Inch I.D.)	L.F.	120	\$57.54	\$6,904.80	\$60.40	\$7,248.00	\$40.00	\$4,800.00	\$39.00	\$4,680.00
68	Sanitary Wye (10 Inch x 6 Inch) (Complete)	EA.	3	\$323.00	\$969.00	\$263.00	\$789.00	\$300.00	\$900.00	\$666.00	\$1,998.00
69	Plug w/ Blocking (6 Inch I.D.) (Complete)	EA.	3	\$276.00	\$828.00	\$88.00	\$264.00	\$200.00	\$600.00	\$440.00	\$1,320.00
70	Plug w/ Blocking (10 Inch I.D.) (Complete)	EA.	1	\$294.00	\$294.00	\$178.07	\$178.07	\$400.00	\$400.00	\$600.00	\$600.00
71	P.V.C. Watermain (6 Inch I.D.)	L.F.	180	\$59.30	\$10,674.00	\$66.30	\$11,934.00	\$50.00	\$9,000.00	\$58.00	\$10,440.00
72	P.V.C. Watermain (8 Inch I.D.)	L.F.	120	\$70.08	\$8,409.60	\$80.00	\$9,600.00	\$50.00	\$6,000.00	\$69.00	\$8,280.00
73	P.V.C. Watermain (10 Inch I.D.)	L.F.	2710	\$62.22	\$168,616.20	\$62.25	\$168,697.50	\$58.00	\$157,180.00	\$84.00	\$227,640.00
74	Valve and Road Box (6 Inch I.D.) (Complete)	EA.	7	\$1,962.00	\$13,734.00	\$2,100.00	\$14,700.00	\$1,825.00	\$12,775.00	\$3,330.00	\$23,310.00
75	Valve and Road Box (8 Inch I.D.) (Complete)	EA.	3	\$2,589.00	\$7,767.00	\$3,000.00	\$9,000.00	\$2,500.00	\$7,500.00	\$4,900.00	\$14,700.00
76	Valve and Road Box (10 Inch I.D.) (Complete)	EA.	6	\$3,782.00	\$22,692.00	\$4,380.00	\$26,280.00	\$3,650.00	\$21,900.00	\$5,200.00	\$31,200.00
77	Watermain Tee (10 Inch x 10 Inch x 6 Inch I.D.) (Complete)	EA.	7	\$912.00	\$6,384.00	\$1,050.00	\$7,350.00	\$996.00	\$6,972.00	\$2,000.00	\$14,000.00
78	Watermain Tee (10 Inch x 10 Inch x 8 Inch I.D.) (Complete)	EA.	3	\$1,011.00	\$3,033.00	\$1,168.00	\$3,504.00	\$1,200.00	\$3,600.00	\$2,000.00	\$6,000.00
79	Watermain Tee (10 Inch x 10 Inch x 10 Inch I.D.) (Complete)	EA.	1	\$1,141.00	\$1,141.00	\$1,343.00	\$1,343.00	\$1,300.00	\$1,300.00	\$2,000.00	\$2,000.00
80	Connect to Existing Watermain (Complete)	EA.	2	\$818.60	\$1,637.20	\$1,435.00	\$2,870.00	\$2,500.00	\$5,000.00	\$1,400.00	\$2,800.00
81	Reducer (10 Inch x 6 Inch I.D.) (Complete)	EA.	1	\$514.00	\$514.00	\$525.00	\$525.00	\$450.00	\$450.00	\$900.00	\$900.00
82	Reducer (8 Inch x 6 Inch I.D.) (Complete)	EA.	1	\$415.00	\$415.00	\$400.00	\$400.00	\$400.00	\$400.00	\$1,400.00	\$1,400.00
83	45 Degree Bend w/ Blocking (8 Inch I.D.) (Complete)	EA.	1	\$467.00	\$467.00	\$467.00	\$467.00	\$400.00	\$400.00	\$700.00	\$700.00
84	45 Degree Bend w/ Blocking (10 Inch I.D.) (Complete)	EA.	4	\$668.00	\$2,672.00	\$730.00	\$2,920.00	\$800.00	\$3,200.00	\$800.00	\$3,200.00
85	Watermain Cap w/ Blocking (6 Inch I.D.) (Complete)	EA.	3	\$263.00	\$789.00	\$200.00	\$600.00	\$200.00	\$600.00	\$800.00	\$2,400.00
86	Watermain Cap w/ Blocking (8 Inch I.D.) (Complete)	EA.	2	\$327.00	\$654.00	\$300.00	\$600.00	\$250.00	\$500.00	\$900.00	\$1,800.00
87	Complete Hydrant Assembly (Complete)	EA.	4	\$5,673.75	\$22,695.00	\$6,830.00	\$27,320.00	\$6,500.00	\$26,000.00	\$6,800.00	\$27,200.00
88	Complete Hydrant Assembly w/ 2 Foot Extension (Complete)	EA.	2	\$7,129.50	\$14,259.00	\$8,525.00	\$17,050.00	\$7,300.00	\$14,600.00	\$8,800.00	\$17,600.00
Base Bid Total:				\$1,657,831.73		\$1,677,777.77		\$1,746,706.80		\$1,852,607.70	



AGENDA SUMMARY SHEET

MEETING DATE: March 14th, 2023

TITLE: Community Garden new site location options

AGENDA SECTION: Consideration/Action

PRESENTER: Jeff Daane

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
	\$	

ISSUE SUMMARY

Last year the location was on Moorman Dr. The site did not work out very well. Soil conditions were not great and crops did not grow. After talking with Terri it sounded like if the garden was in this location again not many would even have a garden.

STAFF RECCOMENDATION:

After talking with Terri on the 3 locations the area just West of Welch St. would be good location.

ATTACHMENTS:

RECCOMENDED MOTION:

1. Approve Welch St. Location
2. Approve Storbeck Dr. Location
3. Approve Spring St. Location
4. Approve leaving at current location



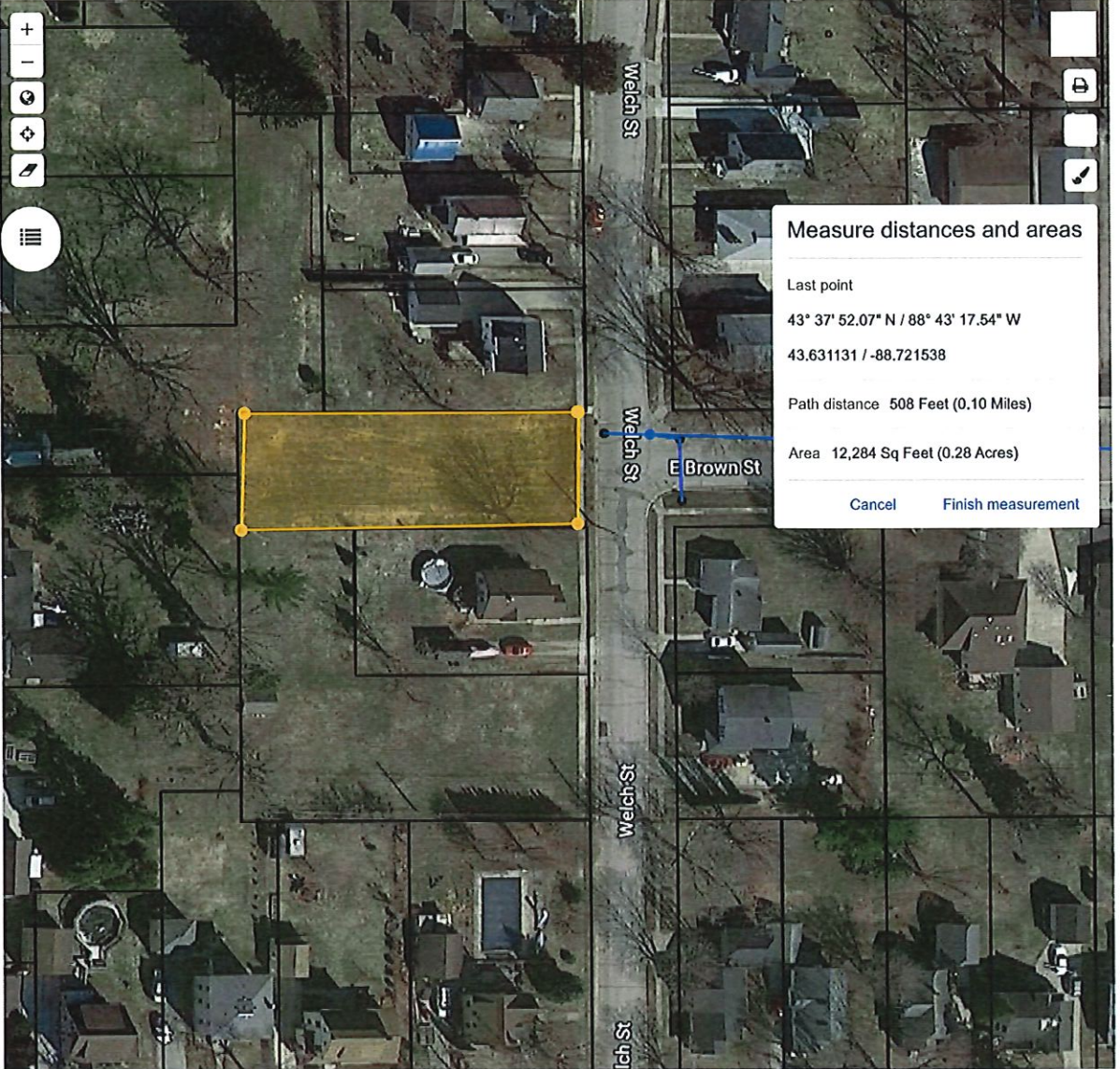
Work Order Map

(All Layers

PARCELS(DODGE)



Nothing Selected



Measure distances and areas

Last point
 $43^{\circ} 37' 52.07'' N / 88^{\circ} 43' 17.54'' W$
 43.631131 / -88.721538

Path distance 508 Feet (0.10 Miles)

Area 12,284 Sq Feet (0.28 Acres)

Cancel Finish measurement



Leaflet



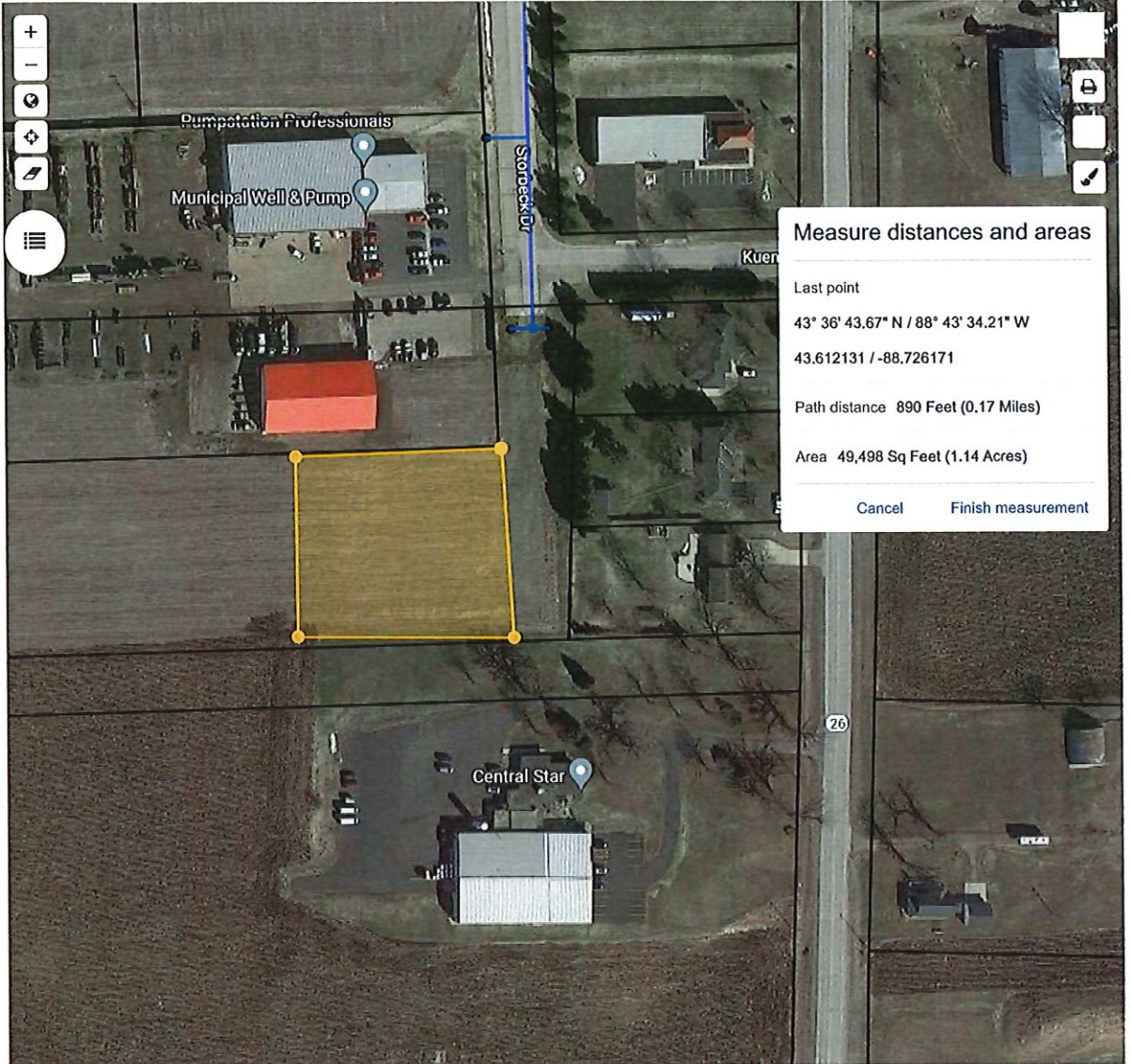
Work Order Map

< All Layers

PARCELS(DODGE)



Nothing Selected



Measure distances and areas

Last point
43° 36' 43.67" N / 88° 43' 34.21" W
43.612131 / -88.726171

Path distance 890 Feet (0.17 Miles)

Area 49,498 Sq Feet (1.14 Acres)

Cancel Finish measurement



Leaflet



Work Order Map

< All Layers

PARCELS(FOND)



Nothing Selected



Measure distances and areas

Last point
43° 38' 31.17" N / 88° 43' 17.2" W
43.641992 / -88.721445

Path distance 383 Feet (0.07 Miles)

Area 9,055 Sq Feet (0.21 Acres)

Cancel Finish measurement



Leaflet



AGENDA SUMMARY SHEET

MEETING DATE: March 14, 2023

TITLE: Shaler Park Fountain

AGENDA SECTION: Consideration/Action

PRESENTER: Jeff Daane

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
	\$18,585.46	

ISSUE SUMMARY

The last few years we have had issues with the fountain located in the Mill Pond. This was donated back in 2006, so it has served the community for about 17 years.

We have been working with the Community Fund group on replacement of the fountain. The best way to approach the replacement will be if the City purchases the fountain and we are reimbursed by the Community fund.

Currently we have 4 quotes and potentially 1 additional quote may come in yet. If we do receive that quote it will be added to the packet or distributed at the meeting.

The company that would be chosen would need to have the ability to install and remove the fountain each spring and fall.

The financial impact shown here is going with the current low quote in the packet

STAFF RECCOMENDATION:

Move forward with the lowest quote as long as they can meet our service needs. This was not a budgeted expense so it will need to be forwarded to the City Council.

ATTACHMENTS:

4 current fountain quotes

RECCOMENDED MOTION:

N7828 Town Hall Rd
 Eldorado, WI 54932

Estimate/Agreement

Date	Agreement #
3/2/2023	23-96

Billed To:
City of Waupun 201 E Main St Waupun, WI 53963

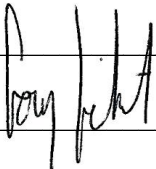
Ship To (Pond Address)

Pond	Qty	Unit	Description	Rate	Total
	1	1	Airmax 5 HP Fountain unit and 12 light set	19,422.98	19,422.98T
	1	Each	New Fountain Installation	800.00	800.00
	1	Each	Shipping and Handling	253.56	253.56T
*All electrical to be done by others under the direction of WLPR.					

Prices are subject to change to the prices in effect at the time of delivery. Seller reserves the right to make any corrections to prices quoted due to market volatility. In the event of any specific requirements representing a price increase, Buyer will be notified and afforded an opportunity to confirm.	Subtotal	\$20,476.54
	Sales Tax (0.0%)	\$0.00
	Total	\$20,476.54

Project Manager	Zach Hoepfner
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Thank you for the opportunity to earn your business!

Wisconsin Lake & Pond Resource LLC
Date: 3/2/2023
Title: Owner
Signature: 

CUSTOMER	
Date:	_____
Signature:	_____
Agreement Valid Thru:	3/17/2023
Acceptance of this agreement requires signature and down payment amount of:	\$10,238
	____ Separate Invoice Needed



N4828 Highway 45 S., Fond du Lac, WI 54937
 (920) 921-6827 800-442-6648
 Fax: (920) 921-1690

Specialists in Lake & Pond Management, Services, & Supplies

Estimate

DATE	ESTIMATE #
2/17/2023	2812

BILL TO NAME / ADDRESS
Attn: Angie Hull City of Waupun 201 E. Main Street Waupun, WI 53963

SHIP TO / WORK SITE
Shaler Memorial Park 451 E. Spring Street Waupun, WI 53963

PROJECT	Estimate Valid Until	ABI PROJECT REP	PAYMENT TERMS	
	6/1/2023	RWL	Net 30	
QTY	DESCRIPTION	PRICE EACH	UM	TOTAL
1	New AquaMaster Masters Series® Fountain			
1	AquaMaster Masters Series® Fountain (5 year manufacturer warranty)	5,740.00		5,740.00
1	Panel, 5HP 208-240V 1PH, LED RGBW Light Ready	2,800.00		2,800.00
1	Lights, LED RGBW, 4 Fixture, 40W, Masters Series® 1-5HP, with Light Brackets	4,910.00		4,910.00
1	Cable Assembly, 8/4 PPE 50', 4 Pin ALC, XL Disconnect w/SS Braid	1,630.00		1,630.00
100	Cable, 8/4, PPE, in-water w/SS Braid	22.45		2,245.00
1	Cable Assembly, 14/5 50', 5 pin ALC end, Std. Disconnect, w/SS Braid	1,005.00		1,005.00
100	Cable, 14/5, SEOW, in-water, w/SS Braid	9.32		932.00
1	Screen Assembly, 1-5HP Large Intake, 304 SS	1,110.00		1,110.00
1	ALC Extension, 72", 10/4 Cable with SSB	195.00		195.00
1	Diffuser Pattern, 5HP Lakewood	41.00		41.00
				20,608.00
	Discount	-5.00%		-1,030.40
1	Shipping/Freight (estimated)	150.00		150.00
	Delivery of Panel and cable will be no charge once received.			
	Free Assembly			
	No Charge Winter Storage			
	Free installation spring of 2023.			
	100% payment within 30 days of Delivery.			

<p>To the fullest extent permitted by law, each party (the "Indemnifying Party") shall indemnify and hold harmless the other party, their agents and employees from and against third-party claims, resulting in direct damages, losses and expenses, including but not limited to reasonable attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, injury or destruction of tangible property, including loss of use resulting there from, but only to extend caused by the willful, negligent acts or omissions of the Indemnifying Party or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate other rights or obligations of indemnity which would otherwise exist.</p> <p>Acceptance of Proposal: The above prices, specifications and conditions are hereby accepted per the client signature below. Aquatic Biologists, Inc. authorized to do the work as specified. A downpayment has been submitted and remainder of payment will be made according to the TERMS.</p>	SUBTOTAL	\$19,727.60
	SALES TAX (0.0%)	\$0.00
	TOTAL	\$19,727.60

CLIENT SIGNATURE _____

DATE ____ / ____ / ____



Project Proposal

Re: City of Waupun - Mill Pond Fountain

Item #	Item Description	Quantity	Units	Unit Price	Extended Price
1	Master Series 5 HP 240V 1 PH	1	Ea	\$ 5,451.60	\$ 5,451.60
2	Diffuser Pattern, 5 HP Lakewood	1	Ea	38.92	38.92
3	Cable Assembly 8/4 PPE 50' 4 pin ALC w/ SS	1	Ea	1,549.79	1,549.79
4	Cable Assembly 8/4 PPE 100' 4 pin ALC w/ SS	1	Ea	2,132.75	2,132.75
5	Panel, 5 HP 240V 1 PH LED RGBW Light Ready	1	Ea	2,671.19	2,671.19
6	Lights LED 4 Fixture 40 W Master Series w/ Light	1	Ea	4,660.85	4,660.85
7	Cable Assem. 14/5 50" 5 Pin ALC w/ SS	1	Ea	954.75	954.75
8	Cable 14/5 SEOW w/ SS Braid 100'	1	Ea	885.40	885.40
9	Screen Assemby Large Intake 304 SS	1	Ea	1,054.35	1,054.35
10	ALC Extension 72" 10/4 Cable w/ SS	1	Ea	185.86	185.86
11				-	-
12				-	-
13				-	-
14	Municipal Well & Pump - Charitable Donation towards	(1)	Ea	1,000.00	(1,000.00)
15	Shaler Memorial Park Project			-	-
16				-	-
17				-	-
18				-	-
19				-	-
20				-	-
21				-	-
22				-	-
23				-	-
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38				-	-
39				-	-
40				-	-
41				-	-
42				-	-
43				-	-
44				-	-
45				-	-
46				-	-
47				-	-
48				-	-
Total Project Proposal					\$ 18,585.46

Dated: March 8, 2023

By:

Tony Mathweg

Tony Mathweg
PSP Service Manager
Pumpstation Professionals

P.O. Box 311, Waupun, WI 53963 – Office: 920-324-3400 – Toll-Free: 800-383-7412 – Fax: 920-324-3431

www.pumpstationpros.com

N7828 Town Hall Rd
 Eldorado, WI 54932

Estimate/Agreement

Date	Agreement #
3/2/2023	23-97

Billed To:
City of Waupun 201 E Main St Waupun, WI 53963

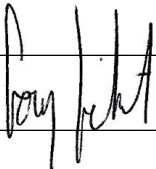
Ship To (Pond Address)

Pond	Qty	Unit	Description	Rate	Total
	1	1	Aquamaster 5 HP Fountain unit and 4 light set	19,702.02	19,702.02T
	1	Each	New Fountain Installation	800.00	800.00
	1	Each	Shipping and Handling	300.00	300.00T
*All electrical to be done by others under the direction of WLPR.					

Prices are subject to change to the prices in effect at the time of delivery. Seller reserves the right to make any corrections to prices quoted due to market volatility. In the event of any specific requirements representing a price increase, Buyer will be notified and afforded an opportunity to confirm.	Subtotal	\$20,802.02
	Sales Tax (0.0%)	\$0.00
	Total	\$20,802.02

Project Manager	Zach Hoepfner
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Thank you for the opportunity to earn your business!

Wisconsin Lake & Pond Resource LLC Date: <u>3/2/2023</u> Title: <u>Owner</u> Signature: 
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CUSTOMER Date: _____ Signature: _____ Agreement Valid Thru: <u>3/17/2023</u> Acceptance of this agreement requires signature and down payment amount of: \$10,401 _____ Separate Invoice Needed
--



AGENDA SUMMARY SHEET

MEETING DATE: March 14th, 2023

TITLE: City of Waupun-CORP Update 2023

AGENDA SECTION: Discussion only

PRESENTER: Jeff Daane

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
	\$	

ISSUE SUMMARY

The current City of Waupun CORP plan expired at the end of 2022. This is a critical tool to use when applying for grant funding and prioritizing work needed to be done at City parks.

STAFF RECCOMENDATION:

ATTACHMENTS:

- MSA Update
- Chapter 6 completed projects from 2017 CORP plan

RECCOMENDED MOTION:

- 1.

Tentative Project Timeline

- **March – April**
 - Board of Public Works & Facilities (BPWF) Meeting #1: 3/14/23
 - Public Survey live: 3/20/23 – 4/16/23
 - MSA sends BPWF draft plan: 4/21/23
 - BPWF sends MSA comments & edits: 4/26/23
- **May**
 - MSA sends BPWF & City Council updated draft: 5/2/23
 - May 9, 2023 (virtual meetings)
 - 4:30 pm BPWF Meeting #2: recommend plan for adoption
 - 6:00 pm City Council: Plan adoption

BPWF Meeting #1 Agenda Items:

- Review general changes since last plan’s adoption:
 - Demographics (population, households, etc.)
 - City of Waupun 2018 Comprehensive Plan
 - State and County Updated CORPs
 - Park Service Area Map (Change in NRPA standard to 10-minute walk analysis)
- Discuss: What recommendations have been accomplished since 2017?
 - Board members should review *Chapter 6: Recommendations* from the 2017 plan prior to meeting (see attached).
 - During meeting, identify person(s) to complete more detailed accounting of which recommendations to include/exclude in updated plan.
- Discuss: Are there additional proposed park and trail improvements beyond those listed in the 2017 plan that should be included in this update?
 - Have any of the proposed new park and trail facilities listed in the 2017 plan been built out or are accounted for in current City capital improvement planning?
- Discuss: What other items to be changed, incorporated, or removed from the current plan?
 - Change adoption process to longer be a “component” of the comprehensive plan.
- Share draft survey questions, using 2017 survey as a starting point (see attached).

Chapter 6:

RECOMMENDATIONS

- 6.1 Existing Park Facilities**
- 6.2 ADA Recommendations**
- 6.3 New Park Facilities**
- 6.4 Recreational Trails**
- 6.5 Other Recommendations**

The quantitative, qualitative, and geographic analysis discussed in Chapter 4 reveals the need for improvements to existing facilities, as well as, the acquisition and development of new sites for future recreational use. It should be noted that some of the recommendations in this chapter may require considerable cooperation with others, including the citizens of Waupun, local civic and business associations, neighboring municipalities, Dodge and Fond du Lac Counties, and State agencies. In nearly every case, more detailed planning, engineering, study, budgeting, and/or discussion will be necessary before decisions are made to actually acquire land or construct recreational facilities. Where identified, acquisition projects will be implemented through donation, dedication, purchase, or a combination thereof.

The recommendations of this plan are divided into five major sections: (1) recommendations for existing park facilities; (2) ADA recommendations; (3) recommendations for new park facilities; (4) recommendations for recreational trails; and (5) other miscellaneous recommendations.

The timeline for completion of the recommendations is within the next five years, or the life of this plan. Due to budgetary constraints it is unlikely that all of the recommendations within this chapter will be implemented in the next five years. Maintenance and improvement projects to existing parks will be prioritized on an annual basis by the Recreation Board in conjunction with the City Council as part of the City's annual budget. Many of the recommendations regarding locating new park facilities will be coordinated with the annexation or approval of development proposals; therefore, the timing is much more variable.

While adding new park facilities is important to enhancing the City's park system, the City is committed to maintaining existing parks in satisfactory condition and providing sufficient funding for operations. Such maintenance and operations include providing sufficient budget for the following:

- » Maintaining and replacing existing facilities and equipment, as needed,
- » Maintaining the landscape at existing parks in good condition,
- » Providing sufficient resources in support of recreational programs, and
- » Maintaining a safe and accessible environment at all City parks.

As new lands are added to the park system, the City will need to budget additional funds for maintenance and operations to maintain the same level of service and quality facilities.

6.1 EXISTING PARK FACILITIES

The following is a bullet list of recommendations for improvements to existing parks. Some of the recommendations identified within this section are remnants from the 2011 CORP. These recommendations have been highlighted (*) where they occur.

MINI PARKS

Heritage Park

- Add a couple of picnic tables

Richard Holmes Park

- Weed control across the river
- Add additional benches/tables
- Possible canoe/kayak entry point (alternative to a facility at Shaler Memorial Park)

NEIGHBORHOOD PLAYGROUNDS

Buwalda Park

- Fix water fountain
- Add restrooms (or at least a portable restroom)
- Replace playground equipment
- Add more tables/benches
- Reduce shelter light intensity, or fix orientation, to reduce light trespass to adjacent residential properties and to direct lighting to the playground area
- Install park sign
- Survey neighborhood residents for possible other park improvements

Pine Street Park

- Add permanent restrooms
- Move shed closer to shelter
- Address erosion control along river
- Install park sign
- Possible canoe/kayak entry point (alternative to a facility at Shaler Memorial Park)

Tanner Park

- Add shade trees (~4 trees)*
- Add pedestrian crossing pavement markings and signage across E. Spring Street to Community Center
- Add benches along river
- Add benches by play equipment
- Any improvements to enhance the sledding hill

Zoellner Park

- Replace missing step on playground
- Repaint bathroom door

- Add flower/butterfly garden
- Replace playground equipment
- Survey neighborhood residents for possible other park improvements

NEIGHBORHOOD PARKS

Dodge Park

- Add soccer goals*
- Install basketball court
- Add additional playground equipment
- Add flowers to front sign
- Fix sandbox (sand is bad and weedy)

Harris Mill Park

- Work with cemetery association to install additional fishing pier on other side of park, or at Shaler Memorial Park, or on west end of park
- Add more benches to sit and fish
- Add a canoe/kayak launch
- Add bark/weed barrier in flower beds
- Add canoe/kayak portage around dam with signage/map for the Rock River Water Trail (alternative to portage at Shaler Memorial Park)

Johnson's West End Park

- Repaint bathrooms
- Remove backstop and fencing (when/if it becomes dilapidated or a hazard)

Wilcox Park

- Update shelter - replace (materials only)*
- Add locks on bathroom stalls
- Replace older playground equipment
- Add larger basketball court
- Decide whether to improve or remove baseball backstop/diamond
- Add angled off-street parking stalls
- Fix planter box or remove and have cement slab with signage
- Add two benches by play area and one by swing area

- Clean the memorial stone
- Replace sand in horseshoe pits (or remove if new horseshoe pits are installed in McCune Park)

COMMUNITY PLAYFIELDS

Medema Ball Diamonds

- Parking Area on Rens Way*
- Add lights to Diamond #3
- Replace concession stand
- More bleachers at Diamond #3

Schlieve Field

- Replace/install matting in batting cage
- Per FDL County Inspection there appears to be some needs in the concession stand

E. Spring Street Diamond C

- Add shade trees (~5 trees)
- Consider removal of diamond as part of potential improvements to the Community Center.

Waupun Baseball Complex

- Add recycling bins
- Add shade trees

COMMUNITY PARKS

McCune Park

- As part of the update of this plan the City developed a park master plan for this park, refer to Appendix D. The park master plan illustrates numerous potential improvement projects. The overall theme behind these improvements is to:
 - Diversify the types of recreational facilities offered at the park to enhance use of the park by all ages.
 - New recreational facilities include a unique natural based playground ("dream park"), pickleball courts, fitness stations, and other unique facilities to Waupun (e.g. shuffle

board courts, horseshoe pits, etc.).

- Maintain the existing softball diamond, basketball court, volleyball courts, and shelter.
- Rehabilitate the former beach area as a naturalized pond with boardwalk and sculptural feature.
- Install low growing prairie and butterfly gardens with habitat housing for birds, butterflies, bees and bats.
- Add walking trails throughout the park and to adjacent residential neighborhoods.
- Replace the existing bathhouse with a new open air shelter equipped with restrooms.

These improvements offer facilities generally not found in other City parks and can reinvigorate McCune Park as a family oriented park desired for everyday use and weekend family reunions.

NATURE PRESERVE

Meadow View Heights Park

- Add restrooms (or at least a portable restroom at the parking lot)
- Possible canoe/kayak entry point (alternative to a facility at Waupun County Park)
- Install park sign
- Improve wayfinding signage to park off of Brandon Street
- Consider purchase of Spergers Bona Vista Farms property to expand park
- Expand parking lot

SPECIAL PURPOSE PARKS

Shaler Memorial Park

- Install fishing pier for better access to water's edge for fishing



- Possible canoe/kayak entry point (alternative to a facility at Richard Holmes/Rock River Intermediate School)
- Add canoe/kayak portage around dam with signage/ map for the Rock River Water Trail

Waupun Family Aquatic Center

- Add more shade sails
- Add more off-street parking
- Add picnic areas

UNDEVELOPED PARKS

Oak Lane Park

- Create a master plan for the park with consideration to floodplain issues. Potential improvements:
 - ADA accessible walk path*
 - Shrubs, flowers, trees*
 - Benches and tables
 - Fountain*
 - Add open air shelter
 - Add backstop
 - Add soccer goals
 - Add playground equipment
 - Add basketball court
 - Install park sign

6.2 ADA RECOMMENDATIONS

The City has completed an ADA Facilities Assessment and Transition Plan. In 2012 new ADA standards became effective which required municipalities with over 50 employees to identify physical obstacles that limit accessibility of facilities to those with disabilities, provide a schedule for making these modifications, and appoint officials responsible to implement the Transition Plan. The following accessibility improvements are planned for the parks:

MINI PARKS

Heritage Park

- Add stall and signage for accessible on-street parking

- Provide wheelchair seating position next to bench area

NEIGHBORHOOD PLAYGROUNDS

Buwalda Park

- Add stall and signage for accessible on-street parking
- Add accessible curb ramp
- Add further accessible routes to park amenities
- Provide accessible picnic table
- Consider priority needs for playground accessibility

Pine Street Park

- Add stall and signage for accessible on-street parking
- Add further accessible routes to park amenities
- Provide route needed to accessible portable toilet
- Consider priority needs for playground accessibility

Tanner Park

- Stripe and add signage for accessible parking lot stalls
- Add accessible routes to playground
- Consider priority and needs for playground accessibility

Zoellner Park

- Add stall and signage for accessible on-street parking
- Add accessible curb ramp
- Add further accessible routes to park amenities
- Insulate exposed lavatory piping in restroom
- Provide accessible picnic table
- Consider priority needs for playground accessibility

NEIGHBORHOOD PARKS

Dodge Park

- Add stall and signage for accessible on-street parking
- Add accessible curb ramp
- Add further routes to park amenities
- Provide accessible picnic table
- Widen tennis court fence opening
- Remodel restrooms for accessibility
- Replace drinking fountain with high-low units
- Consider priority and needs for playground accessibility

Harris Mill Park

- Add accessible parking stall signage
- Provide accessible picnic table at main shelter
- Replace vending machine - controls are too high
- Replace restroom lavatory sinks with push button, lever or sensor controls
- Add insulation to sink piping in men's restroom
- Change urinal controls to sensor type
- Add further accessible routes to park amenities
- Modify fishing platform for accessible platform edge transition
- Provide accessible picnic table at gazebo shelter
- Provide a designated partially accessible route with signage for the East Garden area

Johnson's West End Park

- Add stall and signage for accessible on-street parking
- Replace vending machine - controls are too high
- Add further accessible routes to park amenities
- Widen tennis court fence opening
- Provide accessible picnic table

- Remodel restrooms for accessibility
- Replace drinking fountain with high-low units
- Consider priority needs for playground accessibility

Wilcox Park

- Add stall and signage for accessible on-street parking
- Add accessible curb ramp
- Add further accessible routes to park amenities
- Provide accessible picnic table
- Remodel restrooms for accessibility
- Replace drinking fountain with high-low units
- Consider priority needs for playground accessibility

COMMUNITY PLAYFIELDS

Medema Ball Diamonds

- Add signage, add one curb cut and restripe accessible on-street parking stalls
- Add accessible route and wheel chair viewing area to East Ball field
- Reconfigure Center Ball field depressed area - drains large grate slots
- Reconfigure edge at Center Ball field playground entrance barrier
- Provide at least one accessible counter at the concession stand
- Remodel restrooms to eliminate barriers
- Replace West building's drinking fountains with high-low units
- Add assistive listening systems and signage if there is an audio system used
- Consider priority needs for playground accessibility.

Schlieve Field

- Stripe and add signage for accessible parking lot stalls
- Add further accessible routes to park amenities

- Replace freestanding drinking fountain with accessible unit
- Provide accessible picnic table at main shelter
- Provide at least one accessible counter at the concession stand
- Remodel restroom to eliminate barriers
- Replace drinking fountain with high-low units
- Replace vending machine - controls are too high
- Add assistive listening systems and signage if there is an audio system used

Waupun Baseball Complex

- Partially restripe and add signage for accessible parking lot stalls
- Remove barrier at entrance door of easterly building single occupant men's and women's restroom or add signage to direct users to other accessible stalls in the park
- Add high unit to easterly building drinking fountain
- Add high unit to westerly building drinking fountain
- Add assistive listening systems and signage if there is an audio system used
- Consider priority needs for playground accessibility

COMMUNITY PARKS

McCune Park

- Partially restripe and add signage for accessible parking lot stalls at NW parking lot
- Partially restripe and add signage for accessible parking lot stalls at SE parking lot
- Add further accessible routes to park amenities
- Provide at least one exterior and one at the interior concession service counter
- Remodel restrooms for accessibility
- Provide accessible picnic table at the main shelter

- Replace drinking fountain with high-low units
- Replace vending machine - controls are too high
- Add assistive listening systems and signage if there is an audio system used

NATURE PRESERVE

Meadow View Heights Park

- Add stall and signage for accessible on-street parking

SPECIAL PURPOSE PARKS

Shaler Memorial Park

- Stripe and add signage for accessible parking lot stalls
- Add accessible route to memorial
- Provide accessible route through memorial
- Regrade crushed path at west edge of footbridge

Waupun Family Aquatic Center

- Reconfigure women's changing bench

UNDEVELOPED PARKS

Oak Lane Park

- Add stall and signage for accessible on-street parking
- Add accessible curb ramp

TRAILS

Rock River Trail

- Add stall and signage for accessible on-street parking
- Modify east foot bridge's abrupt concrete abutments to eliminate barrier
- Consider adding walk to westerly street walk and Aquatic Center parking lot

6.3 NEW PARK FACILITIES

The City should develop new park and recreational facilities in areas that are under served by existing facilities, where future City expansion is expected to occur, or where the acquisition of park and open space will advance the goals and policies of this plan or the City's Comprehensive Plan.

The Proposed Parks and Trails Map in Appendix C identifies the general location for potential new or expanded park facilities, based in-part on Waupun's future land use plan (see Section 2.6). These are generalized locations used for planning purposes only. Some of the recommendations identified within this section are remnants from the 2011 CORP. These recommendations have been highlighted (*) where they occur.

- **Site A** is in the area south of W. Brown and north of WIS 68 and west of West Street. This area is approximately 3.4 acres and is presently owned by the City of Waupun/Utilities. This land should be developed as a neighborhood park which contains a playground, benches, backstop, and landscaping.*
- **Site B** is located at 903 North Madison Street, north of the City Garage. The site is approximately 42.9 acres. The City should research the possibilities of developing recreation facilities on the former landfill site (e.g. disc golf) and use the old landfill for sledding/tobogganing to enhance winter activities.*
- **Site C** is approximately 70.4 acres and is located on City-owned land between WIS 151 and County I, south of the DOC. The City should develop a stormwater detention pond here, as this land was put into the North American Wetland Conservation Act (NAWCA).* The purpose of NAWCA is to protect, restore and enhance wetland habitats for birds. Areas should also be developed to be used for hiking, observation, cross country skiing and walking.* The City should also consider connecting this site via a recreation trail to the Wild Goose Trail along Libby Creek and to the Shaler Drive via an under pass of US 151 at Buwalda Drive.
- **Site D** is a 0.09 acre vacant lot adjacent to 417 E. Main Street. This land should be developed as a downtown pocket park and potential Farmers Market.
- **Site E** is an approximately 321.7-acre area of undeveloped lands, north of City limits, east of the railroad, west of CTH M and south of Whooley Road. This area is identified as future Low-Density Residential development in the City's Comprehensive Land Use Plan (Map 8-3). As annexations and development occur in this area it will be important to build additional parks to serve future residential developments in this area and to connect via new trails future neighborhoods to existing parks and trails. Chapter 17.07(8) of the City's Municipal Code requires a minimum of 5% of any proposed plat be dedicated to the City for recreational purposes. Therefore, at least 16 acres of this planned residential area should be set aside for future park space. This may take the form of one large community park or several neighborhood parks. Priority should be given to preserve some of the woodland areas for passive recreational trails as well as dedication of other lands for traditional park facilities (e.g. playgrounds, shelters, tennis courts, ball diamonds, basketball courts, and general purpose field space). Parks and homes in this area should be connected to the existing Rock River Trail network via the dedication and construction of a new recreational trail along the east side of the railroad from Edgewood Drive/Atlas Drive.
- **Site F** is 84.1 acres, comprised of undeveloped lands north of City limits, east of Savage Road and west of the railroad. This area is identified as future Mixed-Use (PUD) development in the City's Comprehensive Land Use Plan (Map 8-3). As annexations and development occur in this area it will be important to build additional parks to serve future residential developments in this area and to connect via new trails future neighborhoods to existing parks and trails. Chapter 17.07(8) of the City's Municipal Code requires a minimum of 5% of any proposed plat be dedicated to the City for recreational purposes. Therefore, at least 4.2 acres of this planned residential area should be set aside for future park space. This will likely take the form of one neighborhood park. Priority should be given to centrally locating this park within the planned neighborhood. Traditional park facilities should be constructed (e.g. playgrounds, shelters, tennis courts, and basketball courts, and general purpose field space). Given the size of the park space

needed, a ball diamond may not be feasible at this location but a backstop could be constructed for informal play. Parks and homes in this area should be connected to the existing Rock River Trail network via the dedication and construction of a new recreational trail along the west side of the railroad from Edgewood Drive/Winter Ave.

- **Site G** is an approximately 56.8-acre area of undeveloped lands within existing City limits, west of Savage Road, east of Waupun County Park and south of CTH MMM. This area is identified as future Low-Density Residential development in the City's Comprehensive Land Use Plan (Map 8-3). As development occurs in this area it will be important to build additional parks to serve future residential developments in this area and to connect via new trails future neighborhoods to existing parks and trails. Chapter 17.07(8) of the City's Municipal Code requires a minimum of 5% of any proposed plat be dedicated to the City for recreational purposes. Therefore, at least 2.8 acres of this planned residential area should be set aside for future park space. This will likely take the form of one neighborhood park. Priority should be given to centrally locating this park within the planned neighborhood, or alternatively adjacent to Waupun County Park. Traditional park facilities should be constructed (e.g. playgrounds, shelters, tennis courts, and basketball courts, and general purpose field space). Given the size of the

park space needed, a ball diamond may not be feasible at this location but a backstop could be constructed for informal play. Parks and homes in this area should be connected to the existing Rock River Trail network via the dedication and construction of a new north-south recreational trail connecting to Pine Street via Beske Street.

- **Site H** is an approximately 480.1-acre area of undeveloped lands located north of City limits, east of Town Alto/Waupun line, west of Savage Road and south of Whooley Road. This area is identified as future Low-Density Residential development in the City's Comprehensive Land Use Plan (Map 8-3). As annexations and development occur in this area it will be important to build additional parks to serve future residential developments in this area and to connect via new trails future neighborhoods to existing parks and trails. Chapter 17.07(8) of the City's Municipal Code requires a minimum of 5% of any proposed plat be dedicated to the City for recreational purposes. Therefore, at least 24 acres of this planned residential area should be set aside for future park space. This may take the form of one large community park or several neighborhood parks. Priority should be given to preserve some of the woodland areas for passive recreational trails as well as dedication of other lands for traditional park facilities (e.g. playgrounds, shelters, tennis courts, ball diamonds, basketball courts, and general purpose field space). Parks and homes in this area should be connected to the existing



Rock River Trail network via the dedication and construction of a new recreational trail along the north-south stream corridor running through this area into Waupun County Park and their existing trail network.

- **Site I** is an approximately 37-acre area of undeveloped lands east of N. Madison Street, south of the Dog Park and north of Neevel Ave. This area is identified as future Low-Density Residential development in the City's Comprehensive Land Use Plan (Map 8-3). As development occurs in this area it will be important to build additional parks to serve future residential developments in this area and to connect via new trails future neighborhoods to existing parks and trails. Chapter 17.07(8) of the City's Municipal Code requires a minimum of 5% of any proposed plat be dedicated to the City for recreational purposes. Therefore, at least 1.9 acres of this planned residential area should be set aside for future park space. This will likely take the form of one neighborhood park. Priority should be given to preserving the wooded areas of this site for passive recreational trails that would connect Schlieve Park to the Dog Park. A small playground could be constructed as part of the park. Parks and homes in this area should be connected to the existing Rock River Trail network via the dedication and construction of a new north-south recreational trail connecting to E. Spring Street via Home Ave. As an alternative, the City could also look to purchase the 15.2 acres of woodland in this area for construction of a mountain biking course through the woodlands as a way to add diversity to the types of recreational facilities available in the

community and as a way to attract mountain bike enthusiasts to the City.

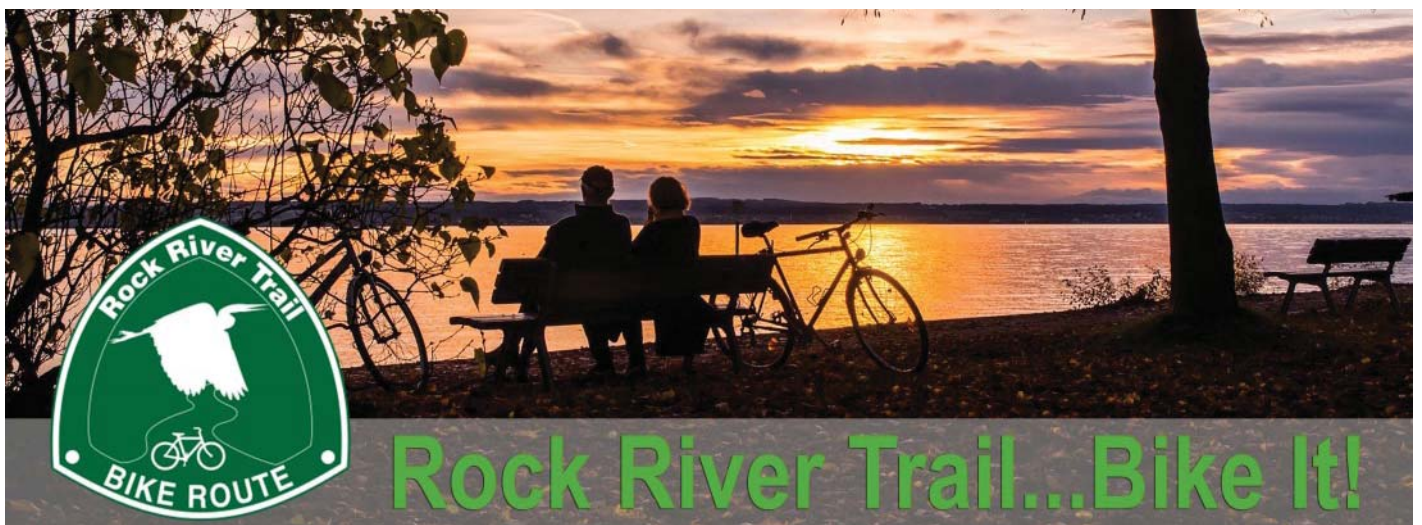
- **Site J** is an approximately 29.3-acre that is an existing quarry south and west of Gateway Drive. This area is identified as future Mixed-Use (PUD) in the City's Comprehensive Land Use Plan (Map 8-3). Future reclamation of the quarry could provide opportunities for unique park and recreational facilities which take advantage of the terrain of the site. The site could also serve as an addition to McCune Park.

As new park lands are dedicated to the City individual park master plans should be developed in order to guide the installation of park facilities. All individual park master plans of the City should be adopted as appendices to this plan in order to maintain eligibility for state and federal park and recreational grants.

6.4 RECREATIONAL TRAILS

The City should develop a long-term bicycle and pedestrian transportation plan to help identify routes and facilities for multimodal transportation options. This plan should consider extensions of the proposed system to future park locales within the planning area. Specific recommendations for the plan include:

- Extend trail along County Park Road from Oriole Street to West Main Street.
- Add directional signage to and from the Wild Goose and Rock River Trails with direction



markings and mileage at the following intersections: WIS 49/WGT; CTH I/Peachy Road; CTH I/Milligan Road; WIS 26/Milligan Road; WIS 26/Buwalda Drive; and Buwalda Drive/Shaler Drive.

6.5 OTHER RECOMMENDATIONS

Other non-specific locational recommendations include:

- Revise the City’s parkland dedication and fees in lieu of land dedication requirements for consistency with the policies of this plan (refer to Chapter 7).
- Develop a Safe Routes to School Plan.*
- Develop an online Waupun Parks and Trails Story Map to market area park and recreation amenities.
- Consider commissioning additional sculptures for existing or future park sites to reinforce the City’s brand “City of Sculpture”.
- The City of Waupun and the Waupun Area Chamber of Commerce/Waupun Area Recreation Project are working with the Rock River Country Club to develop cross country ski trails. These two groups are also looking into developing a community building to hold concessions, rentals (canoe/kayak/bike/cc skis) and meeting rooms.
- Work with Fond du Lac County to develop a formal ADA canoe/kayak launch at Waupun County Park with signage/map for the Rock River Water Trail.
- Other facilities to add include (sites undetermined at this time):
 - Sledding Hills* (possible site at old landfill)
 - Bike, hike and ski paths*
 - Natural areas and preserves*
 - Shore fishing sites*
 - Snowmobile trails*
 - Picnic areas*
 - Geocaching sites*
- Work with the School District to lease Veterans Memorial Field for use as a new soccer facility/complex. Develop a concept plan for the layout of soccer fields, seating areas, concessions areas, parking areas, sidewalks/paths, vehicular parking, landscaping, removal of any

- Develop bicycle paths on street with a focus on linking schools and parks as part of a loop through existing and planned residential neighborhoods (refer to Proposed Parks and Trails Map). Mark the route with appropriate signage and trail markers.
- Stripe on-road bike lanes on Gateway Drive and Shaler Drive from WIS 26 to E. Lincoln Street.



- Develop a bike/walk trail either over or under US 151 to connect to the Wild Goose State Trail south of the City of Waupun. Acquire right-of-ways or easements where necessary or appropriate.*
- Develop a bike/walk path from Waupun to Beaver Dam on the US 151 corridor. Acquire right-of-ways or easements where necessary or appropriate.*

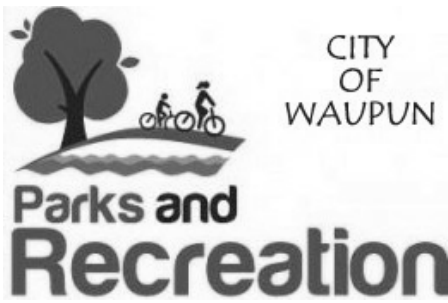
Other trail improvements include:

- Develop a series of canoe/kayak launches and dam portage sites to facilitate canoeing in the City.* This plan recommends a western entry point at Waupun County Park and an eastern entry point at Richard Holmes Park/Rock River Intermediate School with a portage at Shaler Memorial Park. Alternative sites are discussed in the plan. Entry points should include ADA launches and signage/map of the Rock River Water Trail.
- Provide information regarding bicycle and water routes and trails via kiosks at strategic locations within the City, pamphlets and on the City website.*
- Cooperate with new businesses in the Business Park to enhance or develop pedestrian bike/walk trails.*

existing facilities, etc. If a lease cannot be worked out then complete a site selection study to identify alternative locations for the soccer complex including land acquisition and construction cost estimates. Develop concept plans for preferred site(s). In either case concept plans should include feedback from stakeholder users groups and guided by the Recreation Board.

- Complete a feasibility study for a new indoor recreation/community center. Study should include analysis of space needs, site selection (possibly replace existing community center), cost estimates, etc. Possible features to include:
 - Gym
 - Indoor Pool
 - Fitness rooms
 - General purpose rooms
 - Relocate senior center facilities
- Consider apply to become a Bird City. A Bird City is a community whose government educates its citizens about birds while implementing sound conservation practices. Bird City Wisconsin provides highly-visible public recognition to these communities, and guidance on future actions, to make Bird Cities better habitat for birds and people:

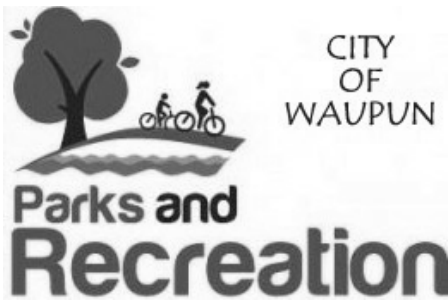




Waupun Comprehensive Outdoor Recreation Plan Survey

Introduction

The City of Waupun is updating its Comprehensive Outdoor Recreation Plan (CORP). This plan serves to guide the continual improvement of the City's parks, open space, bicycle and pedestrian facilities. The CORP also maintains the City's eligibility for state and federal recreation grants. The City realizes the importance and benefits of parks, open space, bicycle and pedestrian facilities and are committed to meeting the needs of its current and future residents. By participating in this survey you are helping to shape the future of Waupun!



Waupun Comprehensive Outdoor Recreation Plan Survey

Park Activities

1. When visiting City parks which activities or facilities do you or members of your household most commonly participate in or use? Check all that apply.

- | | |
|---|---|
| <input type="checkbox"/> Playground Equipment | <input type="checkbox"/> Volleyball Courts |
| <input type="checkbox"/> Picnic Facilities (grills, shelters, etc.) | <input type="checkbox"/> Swimming |
| <input type="checkbox"/> Ball Diamonds | <input type="checkbox"/> Disc Golf |
| <input type="checkbox"/> Basketball Courts | <input type="checkbox"/> Dog Park |
| <input type="checkbox"/> Tennis Courts | <input type="checkbox"/> Ice Skating/Hockey |
| <input type="checkbox"/> Athletic Fields (soccer, football, etc.) | <input type="checkbox"/> Camping |
| <input type="checkbox"/> Shore Fishing | <input type="checkbox"/> Horseshoe Pits |
| <input type="checkbox"/> Bike/Walking Trail | <input type="checkbox"/> Music in the Park |
| <input type="checkbox"/> Bird/Nature Viewing | |
| <input type="checkbox"/> Other (please specify) | |

2. Do you have any concerns about safety or accessibility in any of our parks?

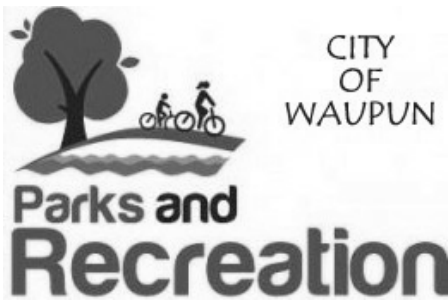
- Yes
 No

If yes, please describe the name of the park and the concern.

* 3. Which of the following amenities would you like to be added, improved or expanded in Waupun either by public or private entities? Mark up to 6 preferences.

- | | | |
|--|---|---|
| <input type="checkbox"/> Archery/Trap shooting range | <input type="checkbox"/> Golf course | <input type="checkbox"/> Pickle ball courts |
| <input type="checkbox"/> Adult Outdoor Fitness Equipment | <input type="checkbox"/> Golf driving range | <input type="checkbox"/> Playground equipment |
| <input type="checkbox"/> ATV trails | <input type="checkbox"/> Horseshoe pits | <input type="checkbox"/> Restrooms |
| <input type="checkbox"/> Ball diamonds | <input type="checkbox"/> Ice skating/Hockey rink | <input type="checkbox"/> Sand volleyball courts |
| <input type="checkbox"/> Basketball courts | <input type="checkbox"/> Indoor athletic complex (for multiple programs/sports) | <input type="checkbox"/> Shelters |
| <input type="checkbox"/> Beaches/Lake Access | <input type="checkbox"/> Indoor pool | <input type="checkbox"/> Sidewalks |
| <input type="checkbox"/> Boating facilities | <input type="checkbox"/> La crosse fields | <input type="checkbox"/> Site furnishings (benches, tables, grills, etc.) |
| <input type="checkbox"/> Bocce ball courts | <input type="checkbox"/> Lake & shoreline restoration | <input type="checkbox"/> Skateboarding facilities |
| <input type="checkbox"/> Camping areas | <input type="checkbox"/> Lighted Athletic Fields | <input type="checkbox"/> Sledding hill |
| <input type="checkbox"/> Canoe/Kayak facilities | <input type="checkbox"/> Off-road mountain biking trails | <input type="checkbox"/> Snowmobile trails |
| <input type="checkbox"/> Curling rink | <input type="checkbox"/> Off-road walking/biking trails | <input type="checkbox"/> Snowshoeing |
| <input type="checkbox"/> Disc golf course | <input type="checkbox"/> On-road bicycle facilities | <input type="checkbox"/> Soccer fields |
| <input type="checkbox"/> Dog park | <input type="checkbox"/> Outdoor pool | <input type="checkbox"/> Splash pad |
| <input type="checkbox"/> Equestrian Trails | <input type="checkbox"/> Park landscaping/Trees | <input type="checkbox"/> Tennis courts |
| <input type="checkbox"/> Fishing facilities | <input type="checkbox"/> Park parking lots | <input type="checkbox"/> X-country skiing |
| <input type="checkbox"/> Football fields | <input type="checkbox"/> Park signage/Directional signage | |
| <input type="checkbox"/> Other (please specify) | | |

4. Referring back to question 3, please indicate your number one desired park amenity to be added, improved or expanded in Waupun either by public or private entities. Why is this your top choice?



Waupun Comprehensive Outdoor Recreation Plan Survey

Parks/Open Space Usage

5. What is your ***favorite*** park to visit in Waupun?

6. Why is this park your ***favorite*** park to visit in Waupun?

7. What park do you ***frequent*** the most in Waupun?

8. Why do you ***frequent*** this park the most in Waupun?

9. Did anyone in your household participate in City sponsored recreation program in the past year (e.g. youth sports, adult sports, dance, etc.)?

Yes No Not Sure

10. Did anyone in your household visit/use the Community Center (510 W. Spring St.) in the past year?

Yes No Not Sure

11. Did anyone in your household visit/use the Senior Center (301 E. Main St.) in the past year?

Yes No Not Sure

12. Did anyone in your household visit/use the Aquatic Center (701 County Park Rd.) in the past year?

Yes
 No
 Not Sure

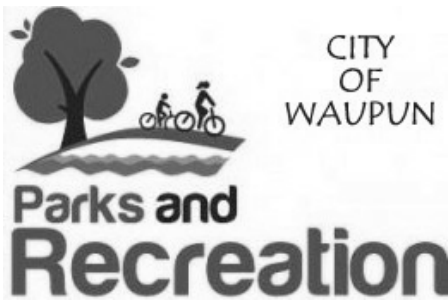
13. Excluding winter months, on average how often do you or members of your household visit or use...?

	3 or more times per week	1-2 times per week	1-2 times per month	1-2 times per year	0 times in the past year
City of Waupun Parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dodge County Parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Waupun County Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other Fond du Lac County Parks besides Waupun County Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Horicon Marsh	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
State Parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wild Goose State Trail	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other State Trails	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

14. Do you or members of your household commonly (an average of at least once per month) drive somewhere outside of Waupun to use specific recreational facilities?

Yes
 No

If yes, please specify where you go and for what activities/facilities.



Waupun Comprehensive Outdoor Recreation Plan Survey

Bike/Pedestrian

15. How often do you....

	3 or more times per week	1-2 times per week	1-2 times per month	1-2 times per year	0 times in the past year
Walk for exercise	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bike for exercise	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Walk for transportation from home to school, work, stores, restaurants, etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bike for transportation from home to school, work, stores, restaurants, etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

16. What type of bike facility do you feel safe using? Check all that apply.

- Dedicated bike lane with physical barrier from cars
- Dedicated bike lane, no barrier from cars
- Paved off-road trail
- Unpaved off-road trail
- I use the sidewalk even if there is a bike lane

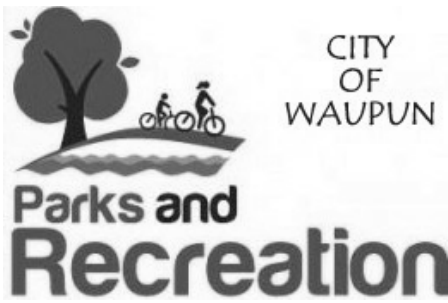
17. Are there any parks in Waupun that you can't safely reach by bike or foot? (please identify name of park and concern)

18. Name a specific location in Waupun that needs to be improved for bicycle or pedestrian safety.

19. How close is the nearest park or trail to your home?

- Within reasonable walking and biking distance
- Within reasonable biking distance, but not walking distance
- I have to drive

20. Where would you prioritize the location of new bike facilities, routes, or trails?



Waupun Comprehensive Outdoor Recreation Plan Survey

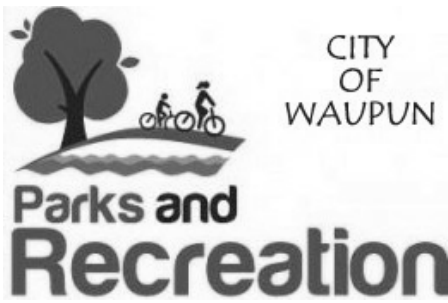
Parks/Open Space Funding

21. Should your community allocate additional funds to be spent on?

	Yes	No	Not Sure
Park Maintenance (maintain existing grounds/facilities)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Installing New Park Facilities/Equipment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Parkland Acquisition	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bicycle Facilities/Trails	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sidewalk Facilities/Pedestrian Enhancements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tree Plantings/Emerald Ash Borer Management	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

22. Please use the space provided below to identify a type of new recreation program or service that the City should consider offering.

23. Please use this space to provide any other comments relating to pedestrian, bicycle, park and recreation services or facilities in Waupun.



Waupun Comprehensive Outdoor Recreation Plan Survey

Respondent Profile

These questions will help us understand how well the survey responses represent the overall population of the community.

24. What is your age?

- Under 10
 10-19
 20-29
 30-39
 40-49
 50-59
 60-69
 70-79
 80+

25. Please indicated the number of people in your household, including yourself, who fall within the following age ranges:

	0	1	2	3	4	5
Under 10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-19	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20-29	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
30-39	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
40-49	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
50-59	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
60-69	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
70-79	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
80+	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

26. What is your gender?

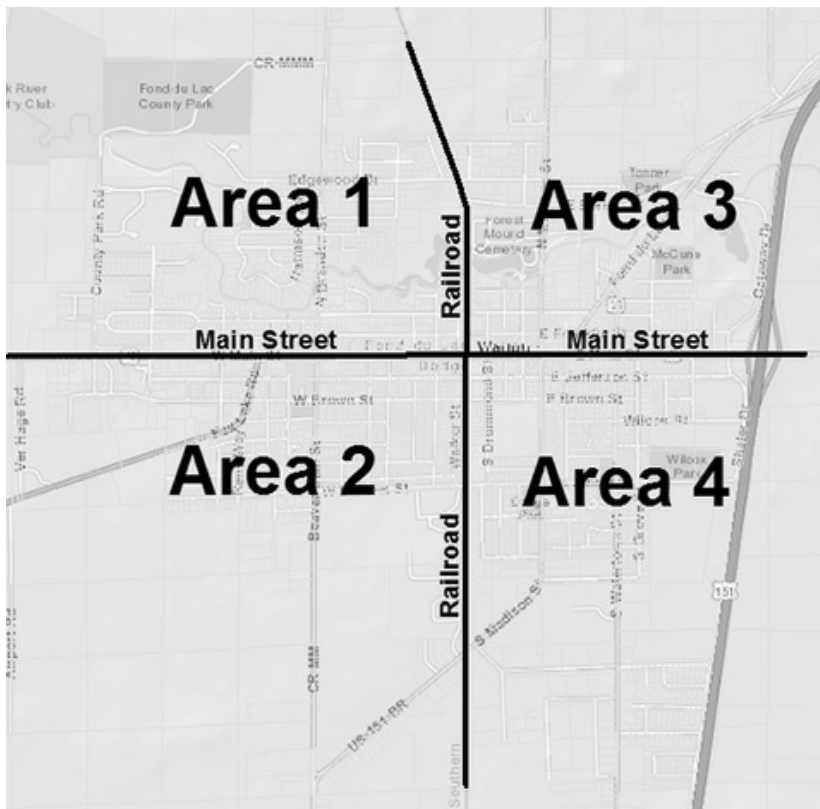
- Male
 Female

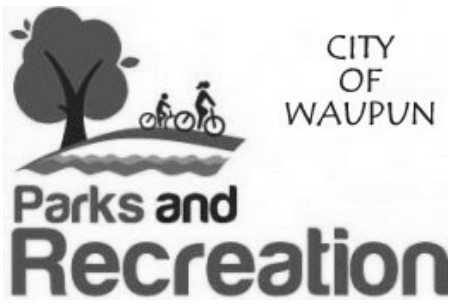
27. Where do you live?

- City of Waupun
- Town of Alto
- Town of Trenton
- Town of Waupun
- Town of Chester
- Elsewhere in Fond du Lac County
- Elsewhere in Dodge County
- Other (please specify)

28. Indicate the general location of your primary residence in Waupun (see image below)

- I live north of Main Street and west of the railroad tracks (Area 1)
- I live south of Main Street and west of the railroad tracks (Area 2)
- I live north of Main Street and east of the railroad tracks (Area 3)
- I live south of Main Street and east of the railroad tracks (Area 4)
- I don't live inside the Waupun City Limits





Waupun Comprehensive Outdoor Recreation Plan Survey

Thank you!

Thank you for helping shape the future of Waupun!

The timeline for completion of the recommendations is within the next five years, or the life of this plan. Due to budgetary constraints it is unlikely that all of the recommendations within this chapter will be implemented in the next five years. Maintenance and improvement projects to existing parks will be prioritized on an annual basis by the Recreation Board in conjunction with the City Council as part of the City's annual budget. Many of the recommendations regarding locating new park facilities will be coordinated with the annexation or approval of development proposals; therefore, the timing is much more variable.

While adding new park facilities is important to enhancing the City's park system, the City is committed to maintaining existing parks in satisfactory condition and providing sufficient funding for operations. Such maintenance and operations include providing sufficient budget for the following:

- » Maintaining and replacing existing facilities and equipment, as needed,
- » Maintaining the landscape at existing parks in good condition,
- » Providing sufficient resources in support of recreational programs, and
- » Maintaining a safe and accessible environment at all City parks.

As new lands are added to the park system, the City will need to budget additional funds for maintenance and operations to maintain the same level of service and quality facilities.

6.1 EXISTING PARK FACILITIES

The following is a bullet list of recommendations for improvements to existing parks. Some of the recommendations identified within this section are remnants from the 2011 CORP. These recommendations have been highlighted (*) where they occur.

MINI PARKS

Heritage Park

- Add a couple of picnic tables

Richard Holmes Park

- Weed control across the river
- Add additional benches/tables
- Possible canoe/kayak entry point (alternative to a facility at Shaler Memorial Park)

NEIGHBORHOOD PLAYGROUNDS

Buwalda Park

- ~~Fix water fountain~~
- Add restrooms (or at least a portable restroom)
- Replace playground equipment
- Add more tables/benches
- Reduce shelter light intensity, or fix orientation, to reduce light trespass to adjacent residential properties and to direct lighting to the playground area
- ~~Install park sign~~
- ~~Survey neighborhood residents for possible other park improvements~~

Pine Street Park

- Add permanent restrooms
- Move shed closer to shelter
- ~~Address erosion control along river~~
- ~~Install park sign~~
- Possible canoe/kayak entry point (alternative to a facility at Shaler Memorial Park)

Tanner Park

- Add shade trees (~4 trees)*
- ~~Add pedestrian crossing pavement markings and signage across E. Spring Street to Community Center~~
- ~~Add benches along river~~
- ~~Add benches by play equipment~~
- Any improvements to enhance the sledding hill

Zoellner Park

- Replace missing step on playground
- Repaint bathroom door

- Add flower/butterfly garden
- Replace playground equipment
- ~~Survey neighborhood residents for possible other park improvements~~

NEIGHBORHOOD PARKS

Dodge Park

- ~~Add soccer goals*~~
- ~~Install basketball court~~
- Add additional playground equipment
- Add flowers to front sign
- ~~Fix sandbox (sand is bad and weedy)~~

Harris Mill Park

- Work with cemetery association to install additional fishing pier on other side of park, or at Shaler Memorial Park, or on west end of park
- ~~Add more benches to sit and fish~~
- Add a canoe/kayak launch
- Add bark/weed barrier in flower beds
- Add canoe/kayak portage around dam with signage/map for the Rock River Water Trail (alternative to portage at Shaler Memorial Park)

Johnson's West End Park

- ~~Repaint bathrooms~~
- Remove backstop and fencing (when/if it becomes dilapidated or a hazard)

Wilcox Park

- Update shelter - replace (materials only)*
- ~~Add locks on bathroom stalls~~
- Replace older playground equipment
- ~~Add larger basketball court~~
- Decide whether to improve or remove baseball backstop/diamond
- Add angled off-street parking stalls
- Fix planter box or remove and have cement slab with signage
- Add two benches by play area and one by swing area

- Clean the memorial stone
- Replace sand in horseshoe pits (or remove if new horseshoe pits are installed in McCune Park)

COMMUNITY PLAYFIELDS

Medema Ball Diamonds

- Parking Area on Rens Way*
- Add lights to Diamond #3
- Replace concession stand
- More bleachers at Diamond #3

Schlieve Field

- Replace/install matting in batting cage
- Per FDL County Inspection there appears to be some needs in the concession stand

E. Spring Street Diamond C

- Add shade trees (~5 trees)
- Consider removal of diamond as part of potential improvements to the Community Center.

Waupun Baseball Complex

- ~~Add recycling bins~~
- ~~Add shade trees~~

COMMUNITY PARKS

McCune Park

- As part of the update of this plan the City developed a park master plan for this park, refer to Appendix D. The park master plan illustrates numerous potential improvement projects. The overall theme behind these improvements is to:
 - Diversify the types of recreational facilities offered at the park to enhance use of the park by all ages.
 - New recreational facilities include a unique natural based playground ("dream park"), pickleball courts, fitness stations, and other unique facilities to Waupun (e.g. shuffle

board courts, horseshoe pits, etc.).

- Maintain the existing softball diamond, basketball court, volleyball courts, and shelter.
- Rehabilitate the former beach area as a naturalized pond with boardwalk and sculptural feature.
- Install low growing prairie and butterfly gardens with habitat housing for birds, butterflies, bees and bats.
- Add walking trails throughout the park and to adjacent residential neighborhoods.
- Replace the existing bathhouse with a new open air shelter equipped with restrooms.

These improvements offer facilities generally not found in other City parks and can reinvigorate McCune Park as a family oriented park desired for everyday use and weekend family reunions.

NATURE PRESERVE

Meadow View Heights Park

- Add restrooms (or at least a portable restroom at the parking lot)
- Possible canoe/kayak entry point (alternative to a facility at Waupun County Park)
- ~~Install park sign~~
- ~~Improve wayfinding signage to park off of Brandon Street~~
- Consider purchase of Spergers Bona Vista Farms property to expand park
- Expand parking lot

SPECIAL PURPOSE PARKS

Shaler Memorial Park

- Install fishing pier for better access to water's edge for fishing



- Possible canoe/kayak entry point (alternative to a facility at Richard Holmes/Rock River Intermediate School)
- ~~Add canoe/kayak portage around dam with signage/ map for the Rock River Water Trail~~

Waupun Family Aquatic Center

- ~~Add more shade sails~~
- ~~Add more off-street parking~~
- Add picnic areas
- **Add climbing wall**

UNDEVELOPED PARKS

Oak Lane Park

- Create a master plan for the park with consideration to floodplain issues. Potential improvements:
 - ADA accessible walk path*
 - Shrubs, flowers, trees*
 - Benches and tables
 - Fountain*
 - Add open air shelter
 - Add backstop
 - Add soccer goals
 - Add playground equipment
 - Add basketball court
 - Install park sign

6.2 ADA RECOMMENDATIONS

The City has completed an ADA Facilities Assessment and Transition Plan. In 2012 new ADA standards became effective which required municipalities with over 50 employees to identify physical obstacles that limit accessibility of facilities to those with disabilities, provide a schedule for making these modifications, and appoint officials responsible to implement the Transition Plan. The following accessibility improvements are planned for the parks:

MINI PARKS

Heritage Park

- ~~Add stall and signage for accessible on-street parking~~

- ~~Provide wheelchair seating position next to bench area~~

NEIGHBORHOOD PLAYGROUNDS

Buwalda Park

- ~~Add stall and signage for accessible on-street parking~~
- ~~Add accessible curb ramp~~
- ~~Add further accessible routes to park amenities~~
- ~~Provide accessible picnic table~~
- Consider priority needs for playground accessibility

Pine Street Park

- ~~Add stall and signage for accessible on-street parking~~
- ~~Add further accessible routes to park amenities~~
- ~~Provide route needed to accessible portable toilet~~
- Consider priority needs for playground accessibility

Tanner Park

- ~~Stripe and add signage for accessible parking lot stalls~~
- ~~Add accessible routes to playground~~
- Consider priority and needs for playground accessibility

Zoellner Park

- ~~Add stall and signage for accessible on-street parking~~
- ~~Add accessible curb ramp~~
- ~~Add further accessible routes to park amenities~~
- ~~Insulate exposed lavatory piping in restroom~~
- ~~Provide accessible picnic table~~
- Consider priority needs for playground accessibility

NEIGHBORHOOD PARKS

Dodge Park

- ~~Add stall and signage for accessible on-street parking~~
- ~~Add accessible curb ramp~~
- ~~Add further routes to park amenities~~
- ~~Provide accessible picnic table~~
- ~~Widen tennis court fence opening~~
- ~~Remodel restrooms for accessibility~~
- ~~Replace drinking fountain with high-low units~~
- ~~Consider priority and needs for playground accessibility~~

Harris Mill Park

- ~~Add accessible parking stall signage~~
- ~~Provide accessible picnic table at main shelter~~
- ~~Replace vending machine—controls are too high~~
- ~~Replace restroom lavatory sinks with push button, lever or sensor controls~~
- ~~Add insulation to sink piping in men's restroom~~
- ~~Change urinal controls to sensor type~~
- ~~Add further accessible routes to park amenities~~
- ~~Modify fishing platform for accessible platform edge transition~~
- ~~Provide accessible picnic table at gazebo shelter~~
- ~~Provide a designated partially accessible route with signage for the East Garden area~~

Johnson's West End Park

- ~~Add stall and signage for accessible on-street parking~~
- ~~Replace vending machine—controls are too high~~
- ~~Add further accessible routes to park amenities~~
- ~~Widen tennis court fence opening~~
- ~~Provide accessible picnic table~~

- ~~Remodel restrooms for accessibility~~
- ~~Replace drinking fountain with high-low units~~
- ~~Consider priority needs for playground accessibility~~

Wilcox Park

- ~~Add stall and signage for accessible on-street parking~~
- ~~Add accessible curb ramp~~
- ~~Add further accessible routes to park amenities~~
- ~~Provide accessible picnic table~~
- ~~Remodel restrooms for accessibility~~
- ~~Replace drinking fountain with high-low units~~
- ~~Consider priority needs for playground accessibility~~

COMMUNITY PLAYFIELDS

Medema Ball Diamonds

- ~~Add signage, add one curb cut and restripe accessible on-street parking stalls~~
- ~~Add accessible route and wheel chair viewing area to East Ball field~~
- ~~Reconfigure Center Ball field depressed area—drains large grate slots~~
- ~~Reconfigure edge at Center Ball field playground entrance barrier~~
- ~~Provide at least one accessible counter at the concession stand~~
- ~~Remodel restrooms to eliminate barriers~~
- ~~Replace West building's drinking fountains with high-low units~~
- ~~Add assistive listening systems and signage if there is an audio system used~~
- ~~Consider priority needs for playground accessibility.~~

Schlieve Field

- ~~Stripe and add signage for accessible parking lot stalls~~
- ~~Add further accessible routes to park amenities~~

- Replace freestanding drinking fountain with accessible unit
- Provide accessible picnic table at main shelter
- Provide at least one accessible counter at the concession stand
- Remodel restroom to eliminate barriers
- Replace drinking fountain with high-low units
- ~~Replace vending machine—controls are too high~~
- Add assistive listening systems and signage if there is an audio system used

Waupun Baseball Complex

- ~~Partially restripe and add signage for accessible parking lot stalls~~
- Remove barrier at entrance door of easterly building single occupant men’s and women’s restroom or add signage to direct users to other accessible stalls in the park
- Add high unit to easterly building drinking fountain
- Add high unit to westerly building drinking fountain
- Add assistive listening systems and signage if there is an audio system used
- Consider priority needs for playground accessibility

COMMUNITY PARKS

McCune Park

- ~~Partially restripe and add signage for accessible parking lot stalls at NW parking lot~~
- ~~Partially restripe and add signage for accessible parking lot stalls at SE parking lot~~
- Add further accessible routes to park amenities
- Provide at least one exterior and one at the interior concession service counter
- Remodel restrooms for accessibility
- ~~Provide accessible picnic table at the main shelter~~

- Replace drinking fountain with high-low units
- ~~Replace vending machine—controls are too high~~
- Add assistive listening systems and signage if there is an audio system used

NATURE PRESERVE

Meadow View Heights Park

- ~~Add stall and signage for accessible on-street parking~~

SPECIAL PURPOSE PARKS

Shaler Memorial Park

- ~~Stripe and add signage for accessible parking lot stalls~~
- Add accessible route to memorial
- Provide accessible route through memorial
- ~~Regrade crushed path at west edge of footbridge~~

Waupun Family Aquatic Center

- ~~Reconfigure women’s changing bench~~

UNDEVELOPED PARKS

Oak Lane Park

- Add stall and signage for accessible on-street parking
- Add accessible curb ramp

TRAILS

Rock River Trail

- ~~Add stall and signage for accessible on-street parking~~
- ~~Modify east foot bridge’s abrupt concrete abutments to eliminate barrier~~
- ~~Consider adding walk to westerly street walk and Aquatic Center parking lot~~





AGENDA SUMMARY SHEET

MEETING DATE: March 14th, 2023

TITLE: No Mow May

AGENDA SECTION: Consideration/Action

PRESENTER: Jeff Daane

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
	\$?	

ISSUE SUMMARY

There are a few communities in Wisconsin that participate in No Mow May. Some communities have implemented No Mow May with few complaints and others have seen more complaints.

I have also attached a couple articles on the pros and cons of not mowing your lawn.

I have also attached a list of flowers that residents could plant to help the bee population.

If we decide to move forward there is more work to be done. Would we have them fill out a permit application? Would we have them display a permit or yard sign so others know they are participating. The council would need to adopt a resolution to delay the city weed ordinance until June 1st.

If adopted there could be additional cost to the city making yard signs and permit cards for windows.

STAFF RECCOMENDATION:

ATTACHMENTS:

Document showing what other communities are doing

Pros and cons to not mowing your lawn

14 Best flowers to plant to help the bee population

RECCOMENDED MOTION:

1. Do not proceed with No Mow May
2. Recommend to move forward with No Mow May to council to adopt a resolution to delay the city's weed ordinance until June 1st

2023 No Mow May

Municipality	Participating in 2023	Pros	Cons	Registration/Permitting	Ordinance
Egg Hargor	Yes	Numbers up for pollinators / residents surprised by flower plants	Didn't hear any	Website Registration	Ordinance does not determine a maximum grass length
Oshkosh	TBD	A lot of people signed up and when may was over, they mowed their lawn, so there wasn't a lot of time writing correction notices	Many complaints / residents didn't like that the City participated in it on city owned properties.	Sign up and lawn signs	Resolution was approved
Appleton	Yes	Not answered	Not answered	Not answered	Enforcement of tall weeds begins on or after June 1st.
Greenfield	Yes - but Less Mow May	A lot of good feedback from residents, press and other communities	Lawn signs were an issue as they weren't budgeted for. Rotary club donated funds for signs. They ran out of signs	Yes	"Managed natural landscapes" and grasses no more than one foot in height
Fort Atkinson	Yes	A lot of participation	Some people complained on social media and asked staff about it	No	Couldn't leave entire yard un-mowed. Only a section.
Watertown	No			If they would go with no mow may, any participants would have to register	
Beaver Dam	No		No Mow May is a movement and does not supercede our ordinance of 6". Some will argue that it's for pollinators. The City of Beaver Dam Parks mows around 350 acres a week at 3" and has some of the best dandelions around.		
Ripon	Yes	Had 188 homeowners register in 2022		Residents must register and display a placard in the front window	No ordinance - but suspended enforcement for the month
Little Chute	TBD			TBD	Not in ordinance at this time. Looking to place an agenda item this year for the board to discuss
Sheboygan	No				
DePere	Yes	Media has extensively covered program. Appearance of participating yards is not very noticeable. 200 - 300 signs were distributed last year	Received a number of complaints but it got better the 2nd year	Most participants placed a City supplied sign in their yard	
Mauston	Yes	Didn't receive any complaints last year		Registration and receive a sign	Created a policy

14 FLOWERS FOR BEES



'Pardon My Cerise' bee balm. Photo by Proven Winners.

BEE BALM

Plant type: Perennial

Bloom time: Midsummer to early fall

Flower color: Shades of red, pink, lavender, white, or purple. Also, spotted bee balm with pale yellow petals spotted with purple, with showy pink bracts.

Height: 1 to 3 feet tall

Zones: 3-8

Bee appeal: Dense clusters of small two-lipped flowers entice a broad range of pollinators, as do the aromatic green leaves.

Learn more about [growing bee balm](#).



Photo by: Alexandr Golovkin / Shutterstock.

BLUE GLOBE ALLIUM

Plant type: Bulb

Bloom time: May to June

Flower color: Sky blue

Height: 1 to 2 feet tall

Zones: 4-8

Bee appeal: One of the best spring-blooming bulbs for bees, beckoning them from far and wide with its eye-catching orbs of blue flowers.

See more [allium varieties](#).



Photo by: Roger Foley.

ORIENTAL POPPY

Plant type: Perennial

Bloom time: June to July

Flower color: Orange, red, lavender or pink, usually with dark purple or black centers

Height: 2 to 4 feet tall

Zones: 5-7

Bee appeal: Bees forage on poppies not for the nectar, but for the protein-rich pollen, which these huge cup-shaped blooms produce in abundance, providing a welcome feast in late spring.

See more [oriental poppy varieties](#).



PowWow Wild Berry Purple coneflower. Photo by: Proven Winners.

CONEFLOWER

Plant type: Perennial

Bloom time: Midsummer to fall

Flower color: Purple, white, yellow, orange, or pink, depending on the cultivar

Height: 2 to 5 feet tall

Zones: 3-9

Bee appeal: You'll often see bees buzzing eagerly around the prominent central cones of these daisy-like flowers, visiting each floret to partake of its nectar and pollen. A long bloom period keeps bees well fed for months.

Learn how to [grow and care for coneflower](#).



Photo by: RukiMedia / Shutterstock.

GREAT BLUE LOBELIA

Plant type: Perennial

Bloom time: August through September

Flower color: Blue to purple

Height: 2 to 3 feet tall

Zones: 4-9

Bee appeal: Showy spikes of blue flowers are magnets for bumblebees and other bee species including yellow-faced bees, sweat bees, and small carpenter bees.

See more [lobelia varieties](#).



'Cat's Pajamas' catmint. Photo by: Proven Winners.

CATMINT

Plant type: Perennial

Bloom time: May through September

Flower color: Blue to purple

Height: 9 inches to 3 feet tall

Zones: 4-9

Bee appeal: Long blooming and prolific, making it an excellent source of nectar for honeybees and bumblebees from late spring until fall.

See more [catmint varieties](#).



Sweet Romance® lavender. Photo by: Proven Winners.

LAVENDER

Plant type: Perennial herb

Bloom time: June through August

Flower color: Lavender-purple, pink, and white

Height: 2 to 3 feet tall

Zones: 5-9

Bee appeal: Sweetly fragrant, with spikes of tiny flowers just the right size for honeybees.

See more [lavender varieties](#).



'Purple Dome' aster. Photo by: Richard Bloom.

NEW ENGLAND ASTER

Plant type: Perennial

Bloom time: August to October

Flower color: Deep purple with pale yellow center

Height: 3 to 5 feet tall

Zones: 3-7

Bee appeal: One of the last flowers to bloom in fall, making it an important late-season nectar source for native bees.

See more [aster varieties](#).



Photo by: Janet Loughrey.

CHIVES

Plant type: Herb

Bloom time: April to May

Flower color: Purple

Height: 12 to 18 inches tall

Zones: 3-7

Bee appeal: Early-blooming nectar-rich flowers are a banquet for bees emerging from dormancy in spring.

See more [bee-friendly garden herbs](#).



Photo by: Proven Winners.

SUNFLOWER

Plant type: Annual or perennial

Bloom time: Summer through fall

Flower color: Yellow

Height: Up to 16 feet

Zones: 4-8 for perennial varieties

Bee appeal: In addition to being prolific nectar and pollen producers, sunflowers have also been shown to have bee-healing properties. Both wild bees and honeybees will self-medicate on sunflower pollen when ill or infected with pathogens. Be sure to plant open-pollinated sunflower varieties rather than hybrid types bred to be pollenless.

Learn how to [grow & care for sunflowers](#).



Photo by: Nancy J. Ondra / Shutterstock.

STIFF GOLDENROD

Plant type: Perennial

Bloom time: August to October

Flower color: Pale yellow

Height: 3 to 5 feet

Zones: 3-9

Bee appeal: This native prairie plant is a staple on the menu for bees gathering food reserves for winter.

See more [goldenrod varieties](#).



Photo by:rdp15 / Shutterstock.

BORAGE

Plant type: Annual

Bloom time: June to August

Flower color: Bright blue

Height: 1 to 3 feet

Bee appeal: Honeybees delight in these nectar-rich blue flowers, which can replenish their nectar within minutes after a bee consumes it, ensuring a steady supply of refills. The shallow, star-shaped blooms are also ideal food reservoirs for bees with short tongues.



'Queen Lime Orange'. Photo courtesy of All America Selections.

ZINNIA

Plant type: Annual

Bloom time: Late spring until frost

Flower color: Various shades of orange, pink, purple, red, white and yellow

Height: 1 to 4 feet

Bee appeal: Honeybees and bumblebees flock to these colorful flowers, and many types of solitary bees as well. The nectar-rich central disk flowers are small enough that even tiny species of bees can collect food easily.

Learn how to [grow & care for zinnia flowers](#).



Photo by: Spotted Joe Pye weed. Photo by: Alan & Linda Detrick.

JOE PYE WEED

Plant type: Perennial

Bloom time: July to September

Flower color: Purple, dusky rose

Height: 6 to 8 feet

Zones: 3-8

Bee appeal: Honeybees go crazy for the large vanilla-scented flower heads of this statuesque native perennial, traveling from one floret to the next until they satisfy their nectar cravings.

Learn more about [growing Joe Pye weed](#).

WHAT MAKES A FLOWER BEE FRIENDLY?

It provides a healthy diet. Flowers that attract bees provide abundant nectar and pollen, the only sources of carbohydrates and protein in a bee's diet. While some bees, called "generalists," aren't picky about the type of flower, others are "specialists" and need pollen from particular plants.

It's the right color. If you thought red or yellow was a bee's favorite flower color, guess again. They actually see flowers in the blue and purple color spectrum better than other hues and are naturally attracted to them. (Interestingly, flowers in the blue-purple range produce the most nectar.) Bees can

also see ultraviolet light, and many flowers have ultraviolet nectar guides that are invisible to us but lead bees right to their sweet treat.

It's the perfect shape. Some bees prefer certain flowers because of their shape. Often these preferences are determined by the length of a bee's tongue. For example, long-tongued bees seek out tubular, deep-throated blooms while short-tongued species visit flowers with easily accessible nectar, such as those in the daisy family.

It's just the right size. Sizewise, honeybees often flock to tiny flowers, while larger bees shun them because they are too small to support their weight.

It's single. Regardless of flower shape or size, avoid cultivars with showy double flowers. While attractive, they often make it more difficult for bees to access nectar and pollen than single flowers.

It's chemical-free. Don't treat your flowers with pesticides, which are extremely toxic to honeybees and other beneficial insects. Instead, opt for eco-friendly treatments and apply them in early morning or at dusk when there are few bees around. Also, avoid buying plants pretreated with systemic chemicals that, even in small doses, can be harmful to bees.

It blooms at the right time. Although spring and summer may seem to be when bees are at their busiest, some early-emerging bees rely on pollen and nectar from late winter and very early spring blooms. In the fall, bees feast on late-blooming plants in preparation for winter hibernation.

- **Early-season bloomers:** Crocus, hyacinth, primrose, hellebore, maples, redbuds, willows, oaks, and dandelion
- **Late-season bloomers:** Potentilla, viburnum, aster, sunflower, goldenrod

BEE GARDEN DESIGN TIPS



Photo by: FooTToo / Shutterstock.

Beyond planting colorful flowers, there are other things you can do to keep bees abuzz in your garden. Here are tips for creating the ultimate pollinator paradise:

Provide a comfortable home. Not all bees colonize in hives like the super-social honeybee.

Bumblebees nest in holes in the ground and need bare areas of unmulched soil where they can dig their underground tunnels. Certain species of solitary bees make their homes in aboveground tunnels or cavities in hollow-stemmed plants and dead wood.

You can purchase a “[bee hotel](#)” for these hole-nesting bees—a birdhouse-like structure consisting of hollow reeds or cardboard tubes—or make your own with [these steps](#) from Michigan State University Extension. (Here's a fun [bee hotel coloring page](#) for budding young gardeners to enjoy.)

Make sure they have access to water. Create a small bee watering station by placing a shallow, wide dish in the garden filled with clean water and a few stones the bees can stand on. A birdbath with a few smooth rocks in it will also do the trick. Another option is to buy a [gravity-fed water dispenser](#) designed especially for bees.

Plant a bee lawn that includes low-growing flowering plants as well as turf grass. Dutch white clover (*Trifolium repens*), [creeping thyme](#) (*Thymus serpyllum*), and native violas (*Viola* spp.) are examples of

plants that benefit pollinators and will flower in a mowed lawn. Even dandelions can be an asset if you're trying to attract bees and other pollinating insects.

Grow some herbs. Many pollinators, especially bees, are drawn to herbs, such as rosemary and thyme, because of their intense scent.

Include a mix of native and non-native plants. Native bees are more likely to be attracted to the native flowers they are familiar with, but non-native plants such as catmint, zinnias, and lavender can also be irresistible to bees, especially if they produce a lot of nectar. By filling your garden with a variety—including annuals, perennials, shrubs, trees, ground covers, vegetables, and herbs—you'll attract a greater diversity of bee species. (See more on [native plants](#).)

Keep in mind that most plants that attract bees will require full sun for at least half of the day. If you don't have a sun garden, plant your bee flowers in containers and place them on a sunny patio or [balcony](#).

Learn more: [How to Keep Mason Bees](#).

No Mow May: Pro's and Cons of this Pollinator Movement

by Robyn Hurtig

DISCOVER THE PROS AND CONS ABOUT NO MOW MAY

No Mow May has been buzzing lately in the media and probably on your social media. This movement began in the UK and is intended to help increase our bee population.

As an organic lawn care company with a sustainable landscape design focus, we love it that people are caring about the environment and especially trying to help our pollinators. That's what we've been about for the past 17 years! While we love the idea of this movement, it does present some real issues for those of you with lawns, and we don't think it achieves the long-term solution that we'd like to see happen, such as creating a native garden or a rain garden to more permanently increase pollinator and wildlife habitat and pollen sources.

Typically, our lawns aren't great sources for pollinators or wildlife habitat, unless yours is covered with dandelions and clover. And luckily, our Greenwise lawns are already safe for pollinators, which certainly isn't the case for most homeowners.

Obviously one of the most important ways to save our pollinators is to not use pesticides or herbicides (as Greenwise clients, you can check that off your list as done). Did you know you are in the vast minority when it comes to wanting an organic, safe approach to your lawn?

According to [Beyond Pesticides](#), 78 million U.S. households use home and garden pesticides. That's more than the agricultural industry uses, which is frankly hard to fathom. More than 90 million pounds of herbicides are applied to lawns and gardens every year!

As Greenwise customers you can be proud that you are not contributing to that ugly statistic, and you are already helping Mother Earth one yard at a time.

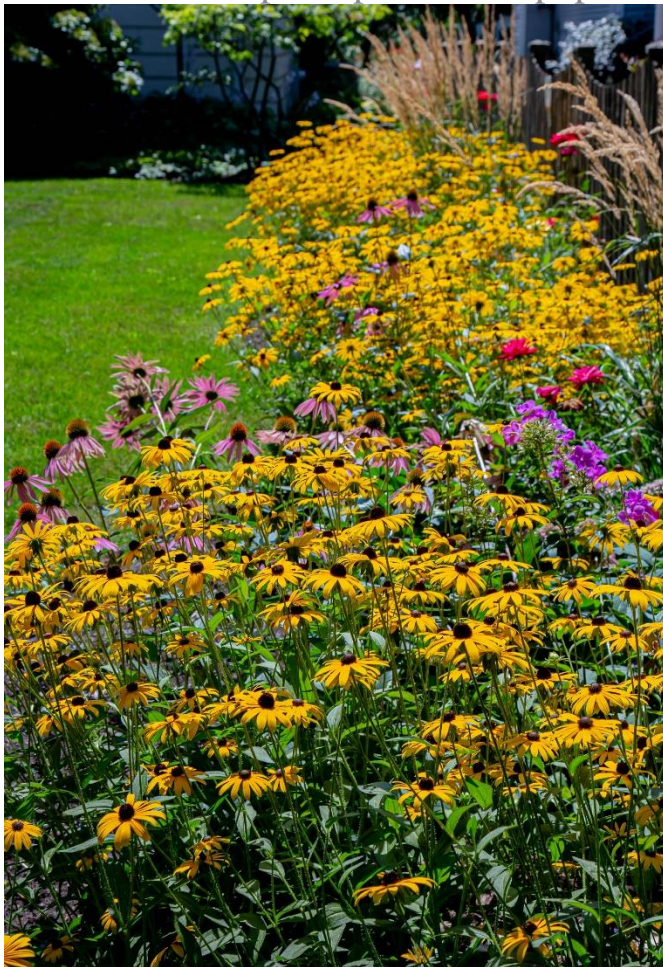
The Pros of Not Mowing in May

You may have heard that Appleton, WI experimented with No Mow May in 2020. According to a [study](#), the yards that weren't mowed for the month had

three times higher bee species richness and five times more bees than the regularly mowed lawns.

What we don't know about those lawns is whether they were chemically treated before doing this experiment. Given how many yards are treated with pesticides, we can presume they might have been. In any case, we are thrilled to see bee populations thriving in that area, and hope that those homeowners change how they see their lawns—natural habitats rather than striving for golf course perfection.

Want a more sustainable solution to No Mow May? How about planting native gardens as a lawn alternative? It's a great long-term solution to enhancing our bee population, as well as our other beloved pollinators. Maybe you can reduce the size of your lawn to accommodate a small native garden, filled with easy to maintain perennials that will thrive in our area and help our pollinators populate.



Our landscape designers can help you design and build a garden that works for you. Or, maybe you'll decide to allow growth in a part of your yard—there might be a back corner that would work well for letting the grass grow untended.

Here's an example of one of our clients who chose a low-maintenance approach to their lawn with sedge grasses and perennials. We have lots of ideas for how you can quickly or slowly transform your yard into a natural habitat.

The Cons of Not Mowing in May

We've been getting a lot of rain this spring, which is great for our plants and wildlife, and means our grass will grow! When you allow grass to grow long and then suddenly cut it, the mowing can send grass into shock. Grass roots become diminished and your lawn weakens, making it susceptible to insects and diseases. *There are a lot of unwanted pests that love tall grass, such as mosquitoes, fleas and ticks.*

Typically, our residential turfgrasses offer little to no biodiversity. Any flowers for pollinators in our lawns (dandelions, clover) are typically deemed unwanted or invasive. We know clover (and others) do have ecological value, but the majority of Evanston property owners do not have a clover dominant yard.

By the end of the month, especially with all this rain, your lawn could be about a foot long and difficult to clean up. The base of the grass may yellow, and when it is mowed, some of the lawn may brown-out from the stress (see image below).



It will most likely require a serious cleanup to get it back in shape. It will need to be mowed and raked and mowed and raked again. For our maintenance clients, this will incur additional fees.

We are concerned it may damage the lawn in areas because the grass will get so long that it will flop over on top of itself, shading itself out and potentially causing dead spots. Some spots may need spot seeding.



Most of our clients live in residential neighborhoods and while you might be okay with a wild lawn, your neighbors might not be so thrilled, as it lacks curb appeal, especially if someone is trying to sell their home next door or down the street.

One of our biggest concerns (not with our clients) is that the general public will allow their lawns to go untended for the month of May and find their lawns get infested with weeds, which they will then treat with herbicides or pesticides, which brings us back full circle to harming our pollinators.



I found a blog called [Gardenrant](#) that's written by a garden writer, teacher and activist in the Washington, D.C. area. She is not a fan of the movement and below are some sources she quotes. She also plans to photograph lawns in the month of May to document how they are doing, so it might be interesting to check in and see what she's discovered.

According to the University of Maryland, "Infrequent mowing allows the turf to grow too tall. Subsequent mowing removes too much leaf surface and may shock the plants. ...Removing larger amounts of leaf surface may result in

physiological shock to the plant, cause excessive graying or browning of leaf tips, and greatly curtail photosynthesis reducing the health of the grass.”

Sylvia Thompson-Hacker, one of the administrators of the popular (25K+ members around the world) Garden Professors Blog Facebook Group, had this to say:

“‘No mow’ doesn’t necessarily mean more benefits to pollinators. The assumption that plants blooming in the lawn are attractive to pollinators is fallacious. But let’s assume there are plants attractive to bees in the lawn. The controlling point is the turf mix percentage, the grass: blooming forbs ratio. Not mowing and allowing them to bloom more would be a benefit to insects, that makes sense. But if the lawn is largely grass allowing it to grow long won’t provide the same profit. Plus letting grass get too long between mowings isn’t good for the grass itself.”

Encouraging Long-Term Pollinator Solutions

We do love the attention our pollinators are getting with No Mow May—we all need to care a lot more about them—we just want to encourage a long-term solution that is truly meaningful and not one that makes us feel good for a month.

We’d like to see cities and villages encourage its homeowners to stop spraying herbicides. Now, *that* will make a difference in our health, our pollinators health and Mother Earth.

Please reach out with any questions. Your Greenwise team is here to help you!

Photo by Sarah Elizabeth Larson @selfoto

