



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2918
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Parks and Operations

PARK AND OPEN SPACE BOARD
Wednesday, October 19, 2022
6:30 PM
South Conference Room

Agenda

- 1) Call to Order, Roll Call
- 2) Approval of Meeting Minutes
Action requested: review and approve
 - a. August 24, 2022 Minutes
- 3) Budget Update
 - a. Budget Letter
- 4) Parks and Forestry Superintendent Report
 - a. 2022 Annual Report Draft
 - b. River Barn AC Installation Update
 - c. Highland Off Road Bike Path
 - d. Work Plan
- 5) Discussion
 - a. NSU Lights
- 6) Adjourn

Dated: October 19, 2022

/s/ Jason Cain, Chair

.....

Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the Parks Department Office at 262-236-2945 Monday through Friday 8:00 am – 4:30 pm.



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262-236-2918
Fax: 262-242-9655

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Office of Park and Open Space Board

TO: Park and Open Space Board
FROM: Mike Gies, Parks and Forestry Superintendent
DATE: October 19, 2022
SUBJECT: Budget Letter

Background

On October 4th the POSB budget request letter was submitted to the City Administrator, and the Common Council. On October 6th the Mequon budget team and the Appropriations committee met to decide the what if any of the requests would be fulfilled in both Operating accounts and Capital requests.

Although the 2023 budget has yet to be ratified the preliminary breakdown is as follows.

Project	Total Cost	Mequon City Direct Funding	Park Impact fees used	ARPA allocation	CIP Plan Priority	Details	Funding Allocation for 2023
Rotary Park Sports Court Resurfacing	\$100K	\$50K	\$50K	Not Eligible	Yes	Dual Pickle ball /Basketball court to be incorporated with private donation.	No direct funding allocated
Rotary North Playground Replacement	\$190K	\$0	N/A	Not Eligible	Yes	Currently not ADA compliant and in need of safety upgrades. Private donations will be solicited for additional funding.	No direct funding allocated POSB-included this as a signal to Council that this would be a project in the coming years, due to aging infrastructure
Rotary and Reuter Pavilion Water, Gas, Communication Upgrade	\$140K	\$0	\$0	\$0	No	Potential for ARPA allocation based on original parameters of funding.	No direct funding allocated Project met original criteria for ARPA funding, not included on ARPA list by budget team
Lemke Park Pavillion	\$750K	\$100K	\$250K	\$350K	Yes	See full description of funding for Rotary in paragraph below table.	ARPA funding allocation of \$350,000 No additional funding from Capital request
Normal Capital operations	\$50K	\$50K	\$0	\$0	Yes		Funded at \$50,000 as it has been in the last (4) years
TOTAL	\$1.18M	\$200K	\$300K	\$350K			

As has become customary, \$50,000 was allocated to Parks and Open Space through Capital. An additional \$350,000 was allocated through ARPA to be used solely on Lemke Restroom, Concessions, and Storage Facility.

An additional \$11,500 was requested by staff in the form of Compensatory increases to Operations and Maintenance accounts that will be realized in 2023. Increases are due to inflation and year to year percentages of increase from vendors that the city currently uses for items such as cleaning supplies, portable restrooms, holding tank pumping, gas, and electric increases for the buildings. The additional funding was not allocated.

Recommendation

Staff recommends discussion and strategy be formed by POSB of how and what to proceed with in 2023.

Attachments:

Signed Budget Letter (PDF)

The Common Council is asked to include \$200,000 in Capital Funding for in the 2023 budget for the Parks and Open Space Department. This is an increase of \$150,000 over 2022 funding levels, when funding was capped at \$50,000. Additional funding is required to meet the needs identified within the City of Mequon's Facilities Assessment (2018) and the Parks and Open Space Plan (2019) as well as minimum standards for safety and accessibility. It is anticipated that this level of funding is required annually to maintain expected community standards for Mequon Parks.

The Parks and Open Space Board (POSB), in consultation with Parks Department staff (Staff), has reviewed and prioritized specific expenditures, from the Annual Report's capital improvement list, that are identified as immediate needs in 2023. Our funding request is higher than the 2021 allocation of \$50,000 but falls short of what is fully needed based on the current state of existing infrastructure and identified service gaps.

This incremental level of funding is needed to meet minimum safety, facilities, and amenities standards set out in the Plan in Section 1.3. Additionally, the 2019 community survey provided resident feedback indicating that more than 68% of residents were interested in seeing a nominal increase in their taxes to provide parks funding (see question 28 of the survey).

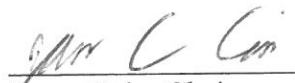
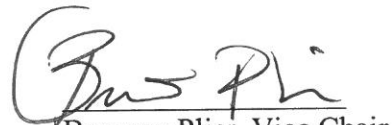
In short, the Community support, along with the Council-approval of these reports, is the rationale for this funding increase.

2023 Suggested Parks Budget breakdown							
Project	Total Cost	Mequon City Direct Funding	Park Impact fees used	ARPA allocation	CIP Plan Priority	Details	Work start year
Rotary Park Sports Court Resurfacing	\$100K	\$50K	\$50K	Not Eligible	Yes	Dual Pickle ball /basketball court to be incorporated with private donation.	2023
Rotary North Playground Replacement	\$190K	\$0	N/A	Not Eligible	Yes	Currently not ADA compliant and in need of safety upgrades. Private donations will be solicited for additional funding.	As soon as private funding can be found to match city provided funds.
Rotary and Reuter Pavilion Water, Gas, Communication Upgrade	\$140K	\$0	\$0	\$0	No	Potential for ARPA allocation based on original parameters of funding.	As soon as private funding can be found to match city provided funds.
Lemke Park Pavilion	\$750K	\$100K	\$250K	\$350K	Yes	See full description of funding for Rotary in paragraph below table.	As soon as private funding can be found to match city provided funds.
Normal Capital operations	\$50K	\$50K	\$0	\$0	Yes		2023
TOTAL	\$1.18M	\$200K	\$300K	\$350K			

Staff and the POSB want to ensure that Mequon's parks and open spaces are meeting the needs and expressed desires of our growing community. With the guidance of the Facilities Assessment, the 2019 Plan, and community survey, this is an appropriate baseline budget request.

Further justification and information on annual expenditures/donations and a 5-year budget need forecast can be provided upon request.

Sincerely,


Jason Cain, Chair
Breanne Plier, Vice Chair

Attachment: Signed Budget Letter (7821 : Budget Letter)



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Office of Park and Open Space Board

TO: Park and Open Space Board
FROM: Mike Gies, Parks and Forestry Superintendent
DATE: October 19, 2022
SUBJECT: 2022 Annual Report Draft

Background

As outlined in the 2019 City of Mequon Park and Open Space Plan, an initiative of the Board and the Superintendent was to submit a Park and Open Space Annual Report. Staff has included a draft annual report and requests the board review and recommend revisions to the draft. The annual report is meant to give a brief, but high-level overview of the year. The report includes partners, volunteer projects, financials and revenues, project highlights, operation and maintenance hours, and usage.

Analysis

Like 2021 the Parks and Open Space with end the year, with record usage. The Parks and Open Spaces experienced a return of familiar events, many new events, and increased rental totals for the year. Park rental revenues will hit an all-time high of approximately \$100,000.

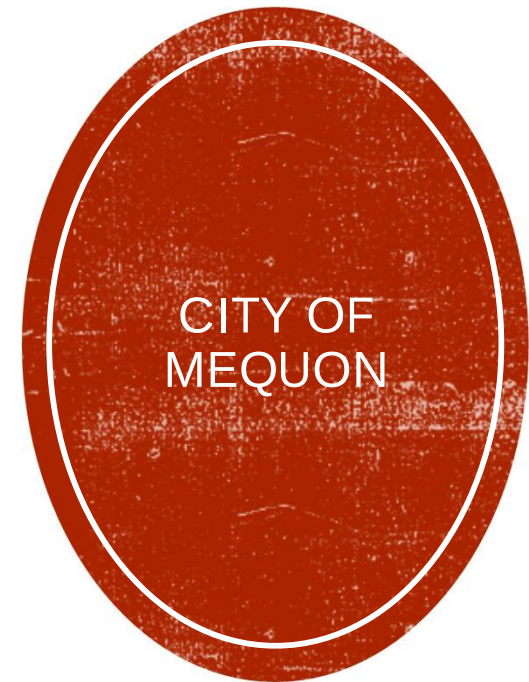
Staff is interested in possible new additions to the annual report. It is important to provide the most comprehensive look into the parks, open spaces, and operations. Suggestions for better ways to do this would be appreciated.

Recommendation

Staff requests that the Board review and make suggestion for modifications to the annual report. The approved report will be shared with the Common Council members and be approved as part of their consent agenda at the November or December meeting. It will also be posted to the City's Park and Open Space page, and a link will be included in a Friday Bulletin write up.

Attachments:
2022 Annual Report - WORKING DRAFT (PPTX)

2022 PARK ANNUAL REPORT



GET OUTDOORS!

The City of Mequon Parks and Open Space Board is pleased to present the 2022 Annual Report. This report provides a high-level overview of participation and many of the division's most significant accomplishments during the past year.

Much like 2021 local parks, open spaces continued to see a large increase in use. In 2022, all of the past community pillar events were held once again with no restrictions. New events such as Ozaukee United Ways, Dueling Piano's fund-raising dinner was held for the first time at Rotary Park!

The Parks also again played host to events, such as the second year of the monthly roving beer garden, Multiple Heat Baseball summer Tournaments, Bigler Sports Softball Tournament, The Fall Classic North Shore United Soccer Tournament, and two Corporate Picnics.

Gathering on the Green held for (4)days for the first time and the 3rd annual Jewish Food Festival had over (20,000) attendees over the (6) days of the events. The POSB is excited about the future prospect of Mequon and the ever-changing landscape. The Board thinks it will provide a unique opportunity to engage even more users of the Parks and Open Spaces in the future. The POSB remains committed to continuous improvements to the overall experience and satisfaction of our patrons.

The POSB and staff would like to thank the Common Council, stakeholders, and community for the support over the years. We look forward to that continued support.

Thank you, Parks and Forestry Superintendent

Mission Statement

The mission of the Park and Open Space Board and Parks Department is to acquire, improve and maintain the City's park and open space for the purpose of providing space for active and passive recreational activities, land and water preservation and restoration, and environmental education for its residents.



Letter from the Chair

Park and Open Space Board Members

Jason Cain, Chair
Breanne Plier, Vice Chair
Joe Branch
Gerald Vite
James Lysaught
Peter Bratt
Anton Usowski
David Wolfson
Brian Parrish - Aldermanic Rep
Jeffrey Hansher - Alt Aldermanic Rep.

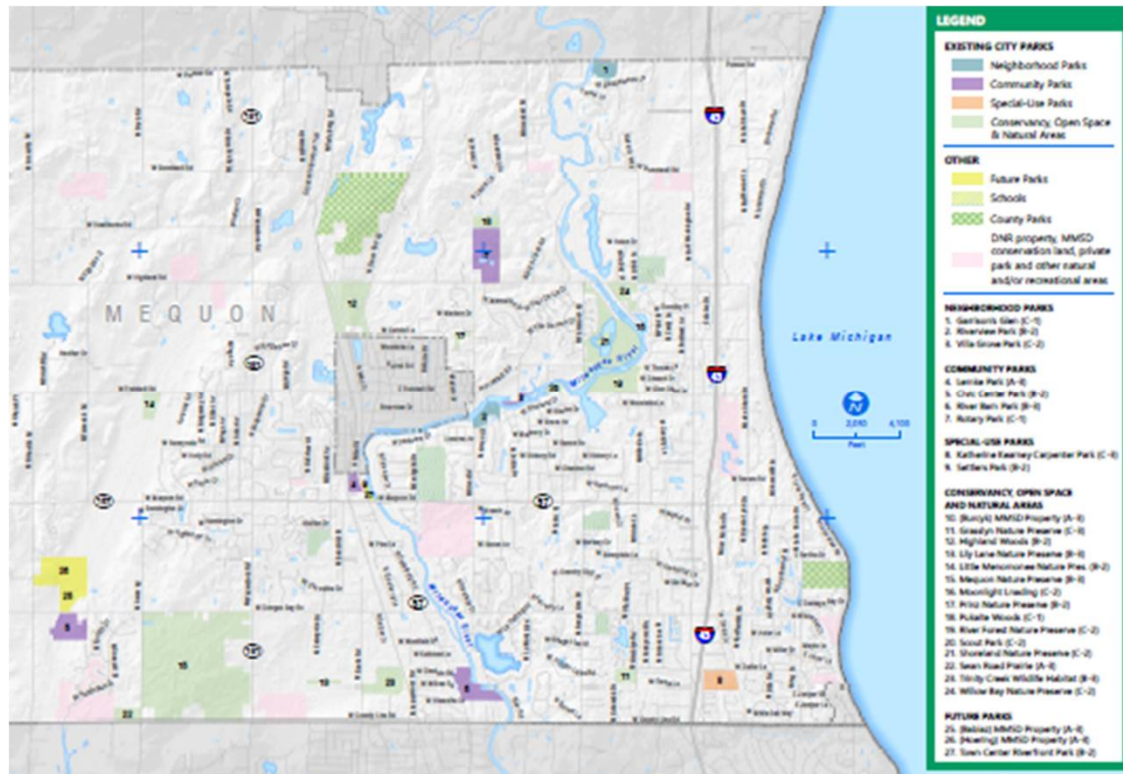
Common Council

Andrew Nerbun - Mayor
Robert Strezylzck
Glenn Bushee
Dale Mayr
Jeffrey Hansher
Mark Gierl
Brian Parrish
Kathleen Schneider

City Administrator

Will Jones





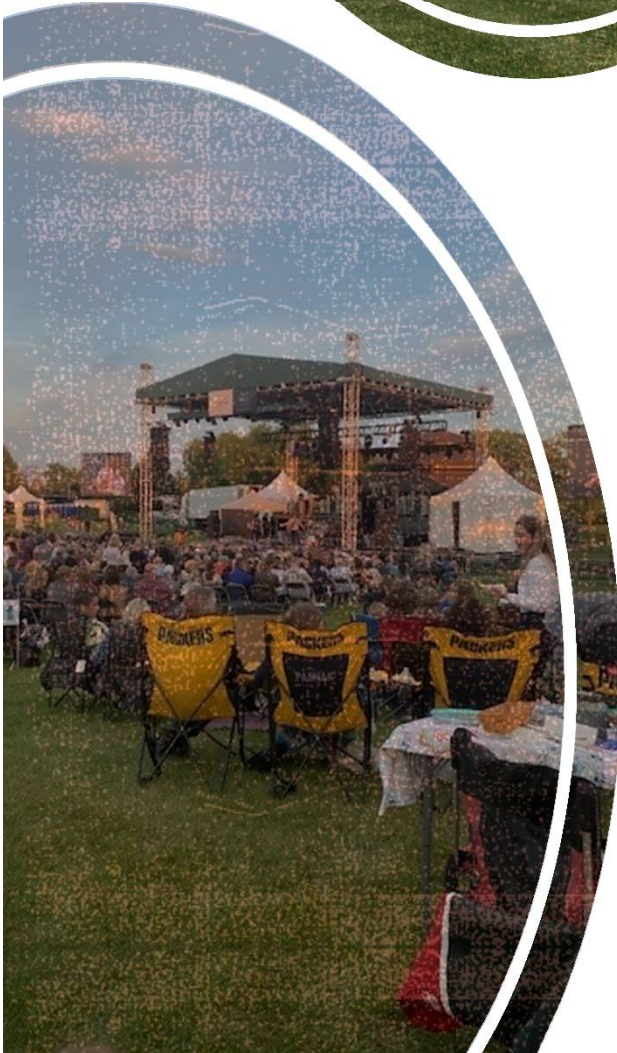
City of Mequon park map



Open Space Preservation Committee - Public Open Space/Dedicated Land



City of Mequon Public Open Space / Dedicated land



RENTALS AND INCOME



2022 PAVILION AND SPORTS RENTALS

Sports Rentals/ Usage

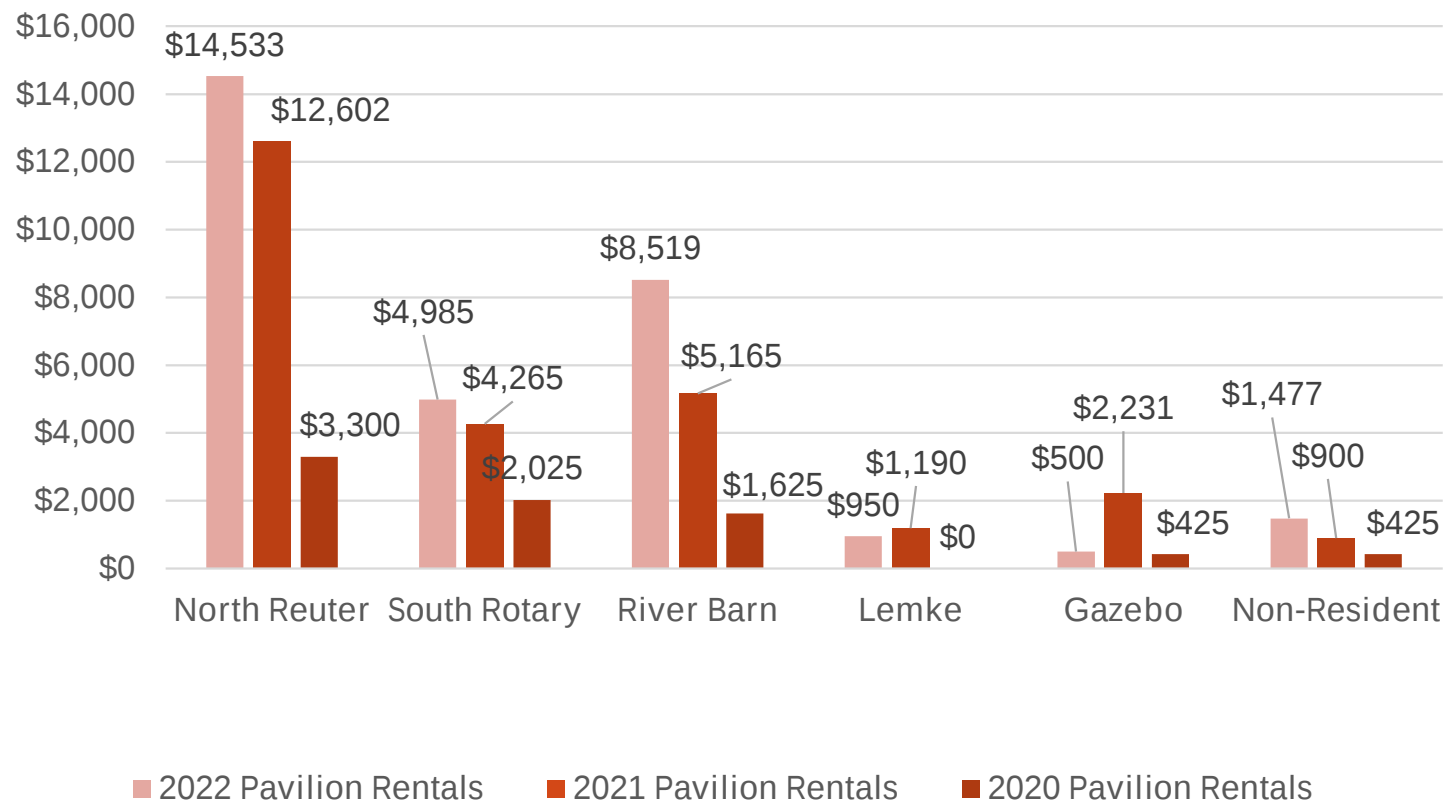
- § Heat Baseball and Softball – Spring and Fall
- § Heat Baseball Tournaments (2) and Round Robins
- § Ozaukee Lacrosse
 - § Marquette (Lacrosse Clinics)
- § Bigler Sports- Fathers Day Tournament and Spring/Fall Ball
- § BOSS Baseball- Spring and Fall
- § HHS Baseball and Softball- Spring and Fall
- § HHS Cross Country
- § Mequon-Thiensville Middle School Cross Country- Meets (Rotary)
- § MATC Softball –Spring and Fall Ball
- § Milwaukee Wave- Summer Camp
- § North Shore United Soccer- Spring and Fall
 - § Tournaments and League/Practices
- § T-M Twins- Spring/Summer
- § MTLL – Spring
- § Delta Sports Performance – Fall Ball
- § Mequon Aviators – Summer Ball
- § Cardinal Football – Summer-Fall

Large Park Events

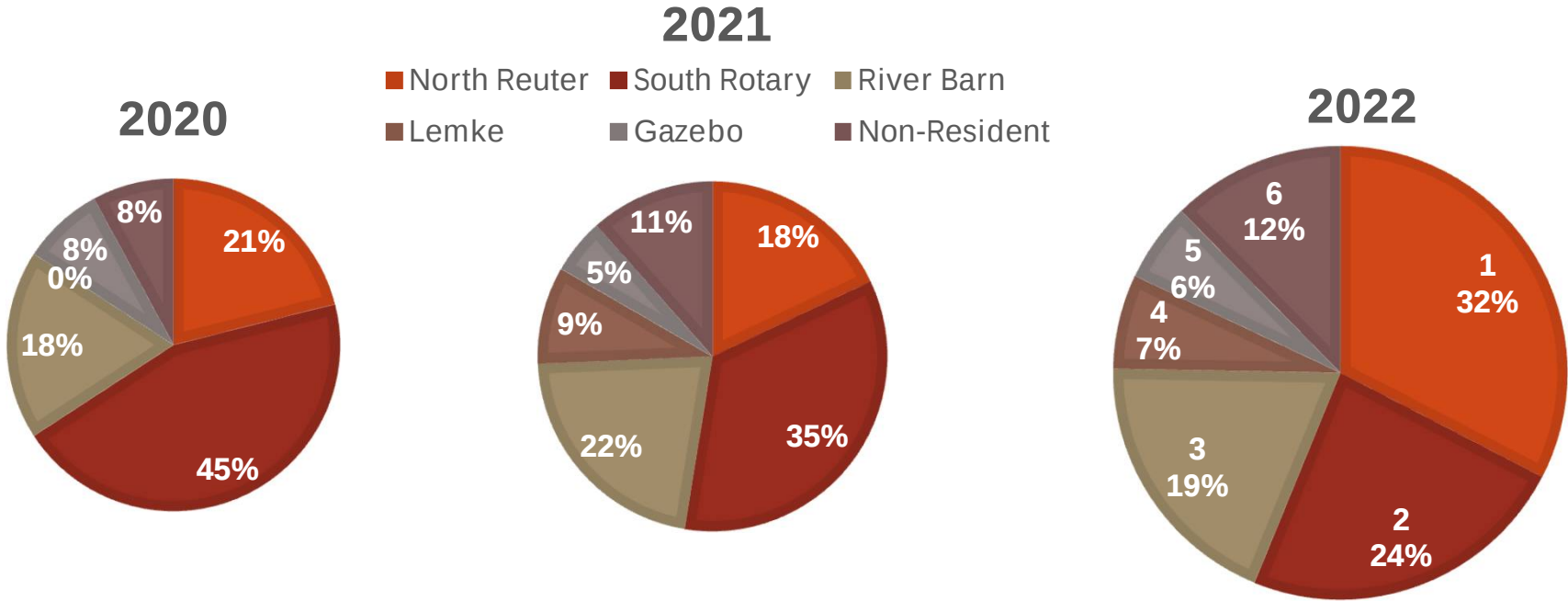
Jewish Food Festival
 Gathering On the Green
 North Shore United Spring (3vs3) and Fall Tournaments
 Highlander Battle- Baseball Tournament (Heat)
 Heat Baseball Tournament
 Bigler Baseball- Father's Day Tournament
 1840 Brewing Traveling Beer Gardens
 Perlick Corporate Picnic
 KMC Stamping Corporate Picnic



2022, 2021 AND 2020 PAVILION RENTAL INCOME COMPARISON



PERCENTAGE OF PARK RENTAL USE IN 2020, 2021 AND 2022 FROM APRIL 1 – OCTOBER 31





CANDLELIGHT WALK IN PUKAITE WOODS AT ROTARY PARK

§ On Saturday, February 19, from 4:30 p.m. to 8:00 p.m. Mequon's Sunrise Rotary Club and the City of Mequon partnered to host the second winter luminary walk at Rotary Park (Pukaite Woods). The walk was held at the northern end of the park and wound its way through Pukaite Woods for approximately one mile. The hike was illuminated by over 200 candlelit ice luminaries, that were made by the Mequon Parks Division and the members and families from Boy Scout Troop 865.

§ The night walk offered a new perspective of the woods in winter. The ice luminaries and luminary bags were placed every 40 to 50 feet providing a guided path through the dark, while the firepits along the route offered a place to warm up. At the conclusion of the walk Rotarians offered hot coco, warm apple cider, and coffee. Prepackaged smores made by Mequon DPW staff, were offered to attendees as a special treat.

§ A special thank you goes out to the volunteers from the Rotary Club, Boy Scout Troop 865, Homestead High School students, Concordia University Students, and the City's Department of Public Works staff for making the event a resounding success!

§ Staff looks forward to making this an annual event, with plans already in the works for 2023!



PARK SERVICES- MAINTENANCE, BEAUTIFICATION, AND SUPPORT



Operations and Maintenance – staffing hours dedicated 2022

§ **Facilities-** Serviced 7 days a week – for 238 days total from March-November – for an average of 4.0 hours/day = 952 hours.

§ **Off-season Building Operations** - November-March - additional 650 hours of pressure washing, scrubbing, painting, cleaning, stripping/waxing, polishing, projects, and fixture replacement

§ **Landscape-** cleanups, mulching, planting, watering, pruning, playground chip, brushing, gravel installation, building, spraying, mowing, rolling, aerating, etc.= 4250 hrs./year

§ **Equipment**= 315 hrs./year

§ **Athletic Facilities**= 480hrs./year

§ **EAB Removal and Replacement (parks)-** 300hrs./year

- Removal 550 ash trees

- Planted 40 trees

- Parks impacted in 2022:

- Riverview, Settlers, Villa Grove, Lemke, River Barn, Community Park and Katherine Kearney Carpenter Park



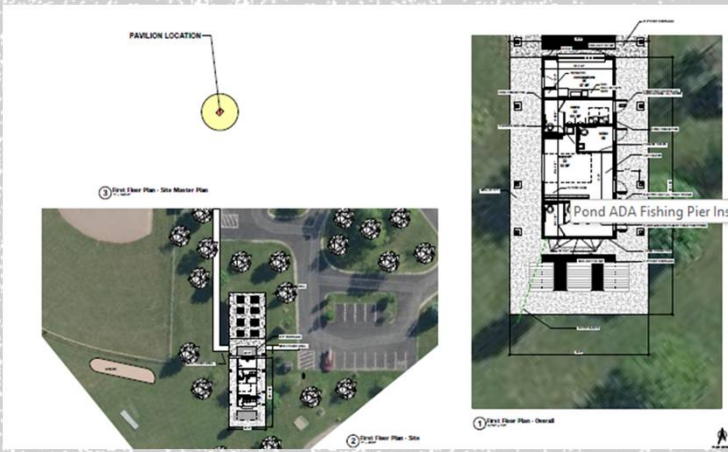
- New Pier installation at Rotary Pond
- Ledge stone (fishing platform) installation at Rotary Ponds
- Bridge Sanding and Refinishing at Rotary Ponds
- Forestry Mowing – Highland Woods and Grasslyn Nature
- Parking Lot Resurfacing- Community Park/Library
- Administration of SMB contract for baseball field maintenance- Rennieke, Rotary, River Barn
- EAB Removal at Villa Grove and tree replacement (20 trees)
- Cleanup, Restoration, and Connection of two new parcels adjacent to the Gateway.
- Administration of (6) Special Event Agreements, up from (4) in 2021
- Installation of AC at River Barn
- Approved Design for Lemke Building
- Administered special event agreement to allow goats to feed on invasive species in Rotary Park
- 20 tons of gravel installed at Rotary to resurface trails (donated by Rotary Club)
- Successful administration of multiple sport season's
- Administration of (2) Dedication/Donation agreements for ballfield fences at River Barn and Dugouts at River Barn and Rotary
- Administration of Special Event Agreement to allow for second year of Beer Garden Events in Mequon Parks
- Implementation of goals and objectives as outlined by the Park and Open Space Plan
- Reprioritization of CIP list for 2022 projects by the Park and Open Space Board
- Creation of the third Park and Open Space Annual Report
- Mequon Road Median Planting

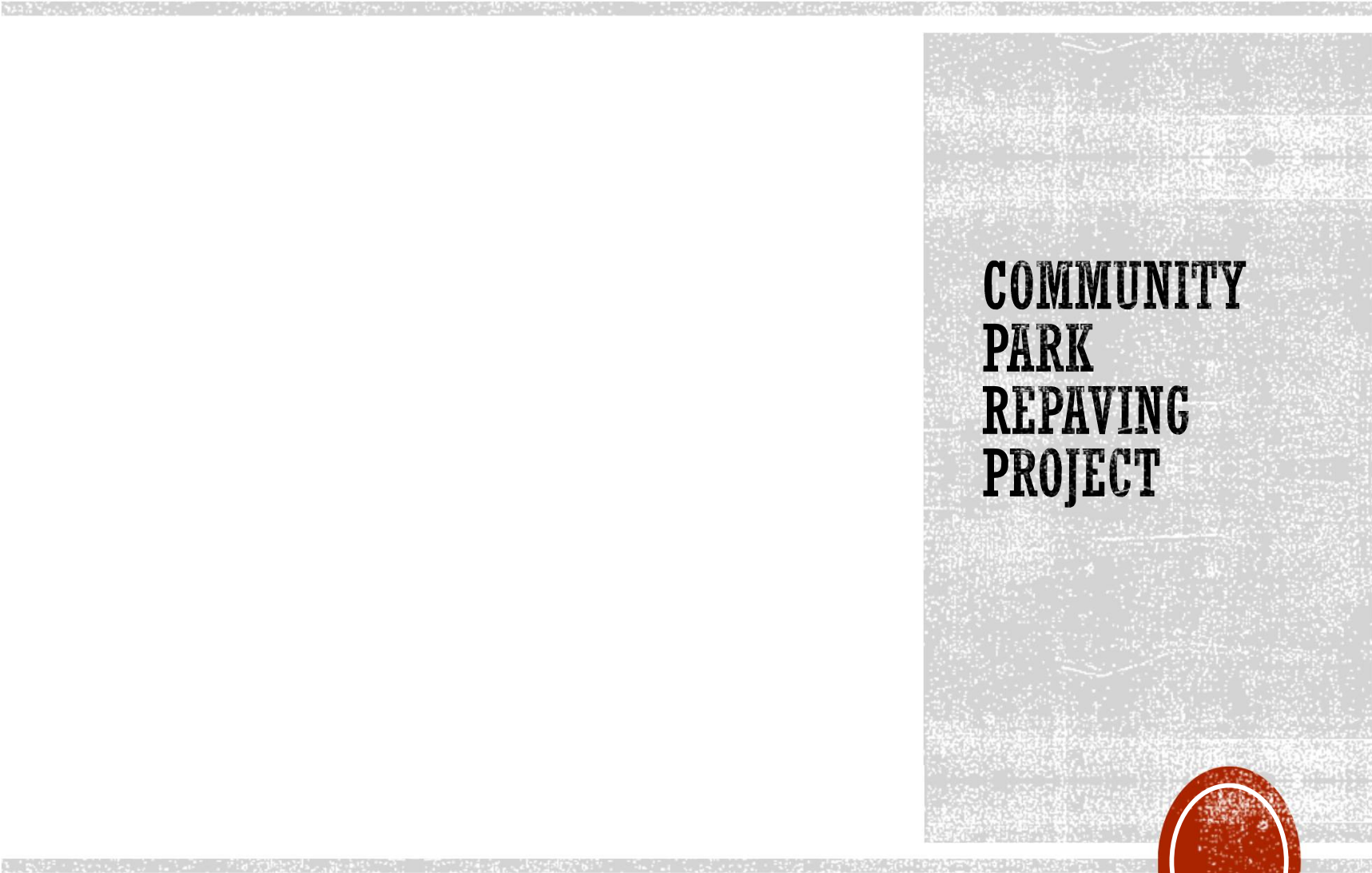
2022 ACCOMPLISHMENTS





LEMKE PARK RESTROOM, CONCESSION, AND STORAGE BUILDING DESIGN







POND ADA FISHING PIER INSTALLATION ROTARY

2022 VOLUNTEER PROJECTS



The Park and Open Space Division logged 1,500 hours of volunteer time during 2022 from the following groups:

- § Grasslyn Nature Preserve – Trail maintenance, Invasive removal, and planting
- § Highland Woods – Trail maintenance
- § Eagle Scout Project – Troop 865 – Installation of Canoe/Kayak launch at River Barn Park
- § Rotary Club/ Pukaite Woods- Invasive Removal Utilizing Goats
- § Eagle Scout Project- Troop 865 Restoration and Refinishing of Rotary Pond Bridge
- § Rotary Club, OWLT, Pack 865, Concordia – Invasive removal, Candlelight Walk
- § Rennie and Schmit – Field Restoration Workday – Spring/Fall
- § Garbage/Clean-up Day – Homestead Students





Rotary Pond- ADA Fishing Pier
Installation



River Barn- AC Installation



Lemke – Design for Facility



Community Park, Library, Pool-
Parking Lot Installation



River Barn

- Outfield fence installation
- Dugout installation



Rotary- dugout installation

COMPLETED 2022 CAPITAL IMPROVEMENT PROJECTS



2023 PROPOSED CAPITAL PROJECT LIST

- § **Lemke Park**
Restroom, Concession, and Storage
Facility Construction
- § **Rotary**
Basketball Court resurfacing with
new fencing and Pickleball
- § **Rotary and Reuter**
Water Softeners
- § **River Barn**
LED Light conversion
- § **Parks Buildings (3)**
Install (new) Drinking Fountains



Park Location	Description/General
Rotary	Improve Drainage
All Parks	Wayfinding/Directional Signage (New)
Garrison's Glen	Footbridge and connecting path to the west
Rotary	Gravel path to memory garden/ rebuild structures
Garrison's Glen	Shoreline restoration
Villa Grove	Restroom Shelter
All Parks	LED Lighting Conversion
Rotary (Reuter)	Parking Lot Reconfiguration
Riverview Park	Dish Golf Course
Riverview Park	Relocate Archery Range
River Barn	Canoe/ Kayak launch
All Parks	Sport Field Lighting
River Barn	Baseball Fencing
Lemke	Football Field Relocation
Lemke	New 12 and Under Baseball Field
All Parks	Drinking Fountains
Park Repaving	Katherine Kearney, Villa Grove, Riverview
River Barn and Lemke	Basketball Courts
Rotary Park (Reuter)	Interior Improvement – Lights, Floors, Paint, Acoustics
River Barn	Solar Parking Lot Lights
Rotary Park	City Water Installation

FUTURE CAPITAL IMPROVEMENT PROJECT(CIP) PRIORITY LIST

SOURCES OF FUNDING TO BE
DETERMINED



Park Location	Description/General
Lemke	Bathroom/Concession/Storage Facility
Rotary (Reuter)	Musical Playground
Rotary	ADA Fishing Pier, Path, Stone Platforms
Garrison's Glen	Canoe/ Kayak Ramp
River Barn	Tree relocation, river portals, river trails, prairie
Katherine Kearney	West Parking lot
Katherine Kearney	Ash removal and replant
Rotary	Basketball and Pickleball Court and Fence
Rotary Pavilion	All inclusive playground
Rotary Pavilion	Bolt-on/Expansion/Water/ ADA restrooms
All Parks	EAB removal and Replacement
Reuter Pavilion	Building Replacement
All Parks	ADA audit and Compliance- as developed
Rotary	Electrical upgrade
Rotary	Walking Paths (hardsurface)
Rotary Park	Memory Garden- rebuild pergola/information sign
Community Park	Replace Bleachers
Community Park	Remove and Replace Asphalt paths, connect OIT
River Barn	AC Installation
Rotary Park (Buildings)	Water Softeners

FUTURE CAPITAL IMPROVEMENT PROJECT(CIP) PRIORITY LIST

SOURCES OF FUNDING TO BE
DETERMINED



THANK YOU TO OUR COMMUNITY PARTNERS

Mequon Community
Foundation

Rotary Club

Lions Club

HHS,
Mequon-
Thiensville
School
District

B.A.T.S
Academy

BOSS
Baseball

Mequon Thiensville Baseball
Association-Mequon Heat

Bigler
Sports

MATC
Softball

Cardinal
Football

North Shore
United
Soccer

Pommerntag

Gathering
on the
Green

Milwaukee
Wave
Soccer

M-T Twins

Delta Sports
Performance

Ozaukee
Washington
Land Trust

Ozaukee
Lacrosse

Steffen/Lakeshore
Middle School Cross
Country

Boy Scout
Troop 865

1840
Brewing

Rotary
Club
Foundation





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Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Park and Open Space Board

TO: Park and Open Space Board
FROM: Mike Gies, Parks and Forestry Superintendent
DATE: October 19, 2022
SUBJECT: River Barn AC Installation Update

Attachments:
River Barn AC Quotes (PDF)



BUTTERS-FETTING CO., INC.

**MECHANICAL – ELECTRICAL – PLUMBING – FIRE
CONTRACTORS & ENGINEERS**

1669 S 1st St, Milwaukee, WI 53204 – (414) 645-1535

www.buttersfetting.com

Engineering & Design
Building Information
Modeling (BIM)
Fabricators -Builders
Commissioning
Contract Maintenance
24-Hour Service

October 4, 2022

City of Mequon
11333 North Cedarburg Rd.
Mequon, WI, 53092

Re: River Barn AC Unit Installation

Thank you for the opportunity to provide you with this quote to install a new air conditioning unit.
Here is the price to install:

- Lock out and tag out furnace. Remove PVC venting to allow ductwork access.
- Install new cased coil and modify existing ductwork.
- Set condenser on pad ground level. Run new line set and low voltage to furnace.
- Line set and low voltage wire to run thru attic area from furnace to condenser.
- Install new remote sensor in conditioned space and mount thermostat in furnace room.
- Pressurize with nitrogen, evacuate system, start up and adjust refrigerant charge as needed.

Notes: Customer to have electrical work done by others.

Cost is as Follows:

*****\$10,630.00*****

Ten Thousand Six Hundred and Thirty Dollars

Price is good for 30 days

Exclusions:

Any parts not listed on quotes, premium time, pricing is only good for 30 days.

If you have any questions regarding this proposal, please do not hesitate to call me.

Sincerely,

Mike Oswalt
Project Manager
Direct: (414) 645-1535
Cell: (262) 722-0546
Fax: (414) 645-7622
moswalt@buttersfetting.com

Authorization_____

Date_____

Purchase Order_____

Attachment: River Barn AC Quotes (7829 : River Barn AC Installation Update)

DEDICATED TO QUALITY AND SERVICE SINCE 1924


DILLETT
 MECHANICAL

COMMERCIAL / INDUSTRIAL / HVAC/R

August 23, 2022

City of Mequon
 Attn: **Mike Gies**
 11333 North Cedarburg Road
 Mequon, WI 53092

21625 Doral Rd
 Waukesha, WI 53186
 PH (262) 650-0770
 FX (262) 650-0880

Dear Mike,

Dillett Mechanical Service, Inc. is pleased to provide pricing to install a new A/C unit for the River Barn Park Building.

Job Scope:

- > Shut off power to the furnace and lock out
- > Remove the venting from in place of the ductwork
- > Remove a section of the ductwork and install a new case coil and sheet metal transition
- > Run a new lineset from the new case coil through the attic and out of the building
- > Mount new wall bracket onto the side of the building elevated from the public
- > Set a new 5-ton condensing unit onto the new wall brackets
- > Connect the new lineset to the new condensing unit
- > Run a new low voltage wire from the existing furnace out to the condensing unit and connect
- > Install a new WIFI thermostat and remote temperature sensor into the space
- > Leak check the system with dry nitrogen
- > Pull a vacuum on the system to 500 microns
- > Release the refrigerant into the system
- > Perform a start up and verify proper operation in all modes
- > Program the new thermostat and show a Mequon representative how it operates

AIR CONDITIONING

HEATING

SHEETMETAL

MECHANICAL SYSTEMS

CONTROLS

REFRIGERATION

All the above for the sum of:
Nine thousand six hundred fifteen dollars..... \$9,615.00
Notes:

- ~ The above price is good for 30 days
- ~ The above price is based on straight time hours
- ~ The above price does not include applicable sales tax
- ~ The above price does not include line voltage electrical

Thank you for the opportunity to be of service. If you have any questions on this proposal, please feel free to contact me on my cell at 414-870-1878 or the office at 262-650-0770.

Sincerely,
 Dillett Mechanical Service, Inc.

Accepted Purchaser:

Mike Dillett

By: _____

www.dillettmechanical.com

Attachment: River Barn AC Quotes (7829 : River Barn AC Installation Update)



Helm Service
2238 W Bluemound Rd
Suite E
Waukesha WI 53186
262-798-1500
www.helmgroup.com

October 5, 2022

Mike Gies, Parks and Forestry Superintendent
City of Mequon
10800 N. Industrial Drive Mequon,
Wisconsin 53092

Re: River Barn AC Unit Installation

Dear Mike:

Helm Service would like to thank you for the opportunity to provide this proposal for your consideration. Partnering with Helm Service for this work will ensure you are receiving the highest technical expertise in our industry. Our mechanical service procedures promote the highest safety and environmentally conscious practices available.

Our scope is as follows:

- Shut off power to the furnace and lock out
- Remove a section of the ductwork and install a new case coil and sheet metal transition
- Run a new line set from the new case coil through the attic and out of the building
- Mount new wall bracket onto the side of the building elevated from the public
- Set a new 5-ton condensing unit on ground
- Connect the new line set to the new condensing unit
- Run a new low voltage wire from the existing furnace out to the condensing unit and connect
- Install a new WIFI thermostat and remote temperature sensor into the space
- Reconnect electrical
- Leak check the system with dry nitrogen
- Pull a vacuum on the system to 500 microns
- Release the refrigerant into the system
- Perform a startup and verify proper operation in all modes
- Program the new thermostat and show a Mequon representative how it operates
- Owner training
- HVAC Permit
- Job Site clean up

Cost for above scope of work.....\$7,790.00

Clarifications:

- Work to be performed during normal working hours of 7:00am thru 3:30pm, Monday thru Friday.
- *This proposal, scope, and price is the proprietary property of Helm Service and is for our Client's use only, as it is to be utilized for the agreement evaluation.* This Agreement sets forth all of the terms and conditions binding upon the parties hereto; and no person has authority to make any claim, representation, promise or condition on behalf of Helm Service, which is not expressed herein. No party shall alter this agreement. This proposal will become a binding Agreement only



Mechanical Inc, along with other Helm Group companies, have been rebranded as a single entity. Our services and commitment to our customers remain unchanged.





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Office of Park and Open Space Board

TO: Park and Open Space Board
FROM: Mike Gies, Parks and Forestry Superintendent
DATE: October 19, 2022
SUBJECT: Highland Off Road Bike Path

Attachments:

Highland Road 1 (PDF)
Highland Road 2 (PDF)
One (PDF)
Two (PDF)
Three (PDF)
South Trail Subtotal (DOCX)
Highland Road Trail (PDF)
Phase 2 - South Trail (DOCX)
Pigeon Creek (PDF)
2020 Major Projects (PDF)



ways to give

via Venmo



online

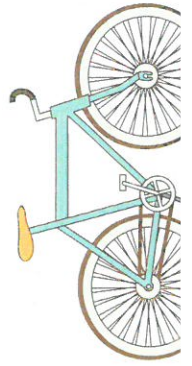
www.mtcfgives.org/donate

Highland Road Bike/Pedestrian Path Project

CONNECTING ROTARY PARK
TO THE OZAUKEE
INTERURBAN TRAIL &
THE TOWN CENTER OF
MEQUON AND THIENSVILLE

The Highland Road Bike/Pedestrian Path Project is led by a group of citizens who formed the M-T Trails Foundation in 2022. Their mission is for safe, off-road bike and pedestrian paths throughout the community. Until the new foundation is fully operational, all donations will be held in a restricted fund through the Mequon-Thiensville Community Foundation.

Board of Directors of
Gathering on the Green



construction cost



- 1.5 mile paved 10 foot wide bike / pedestrian off road path from Ozaukee Interurban Trail along Highland Road to Rotary Park. The trail location (north side vs south side of road) is currently being analyzed.
- Signal beacon at River and Highland Roads.
- Endowment to cover projected depreciation and maintenance

Estimated cost \$1.2M



“Rotary Park is one of the many gems in our community. As a parent of small children, accessing our community on foot or bicycles is important to keep our kids safe and to encourage healthy lifestyles.

An off road path connecting the Ozaukee Interurban Trail and Rotary Park would provide a safe route for families to access Rotary Park, and connect people in North Mequon to the Town Center District and Thiensville businesses.”

Sam Azinger

Chair-Joint Mequon-Thiensville Bike and Pedestrian Way Commission and Past President of Rotary Club Thiensville-Mequon

why create the path and who benefits

Rotary Park in Mequon is loved for its multiple recreational uses (bicycling, walking, running, competitive sport activities, entertainment, etc.) This path will enhance the accessibility of the Park while providing connectivity to the Ozaukee Interurban Trail.



SAFETY

Currently residents along the 1.5 miles of proposed path along Highland Road have limited safe access by bicycle or foot from Rotary Park to the Interurban Trail

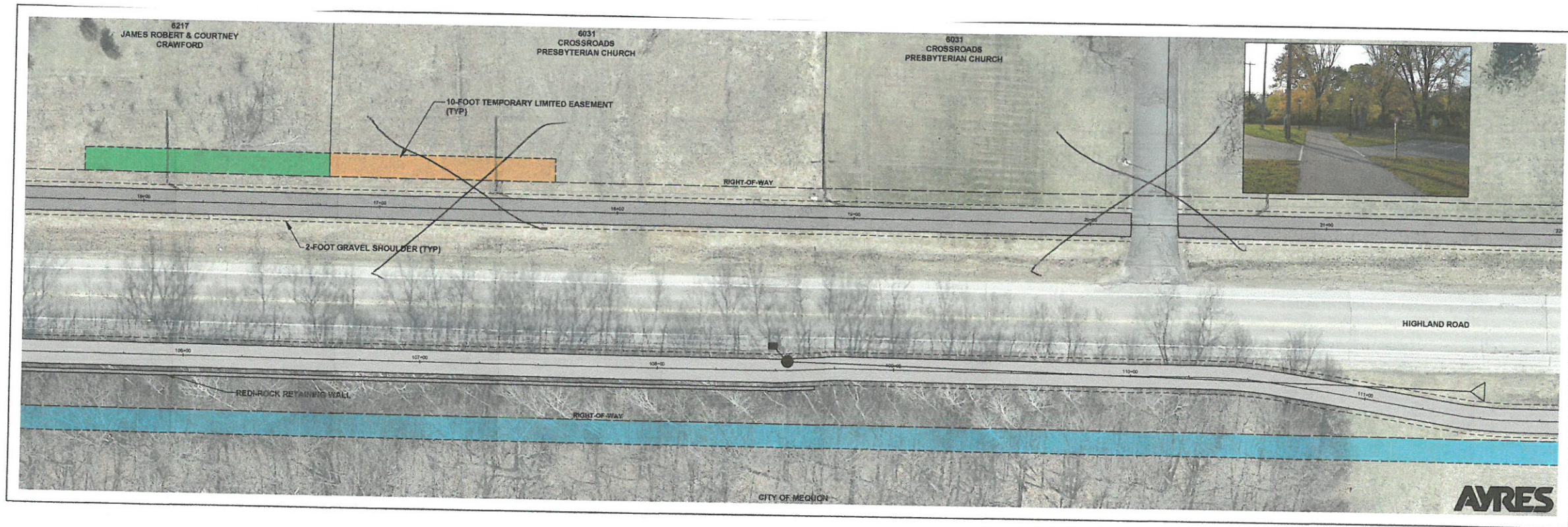


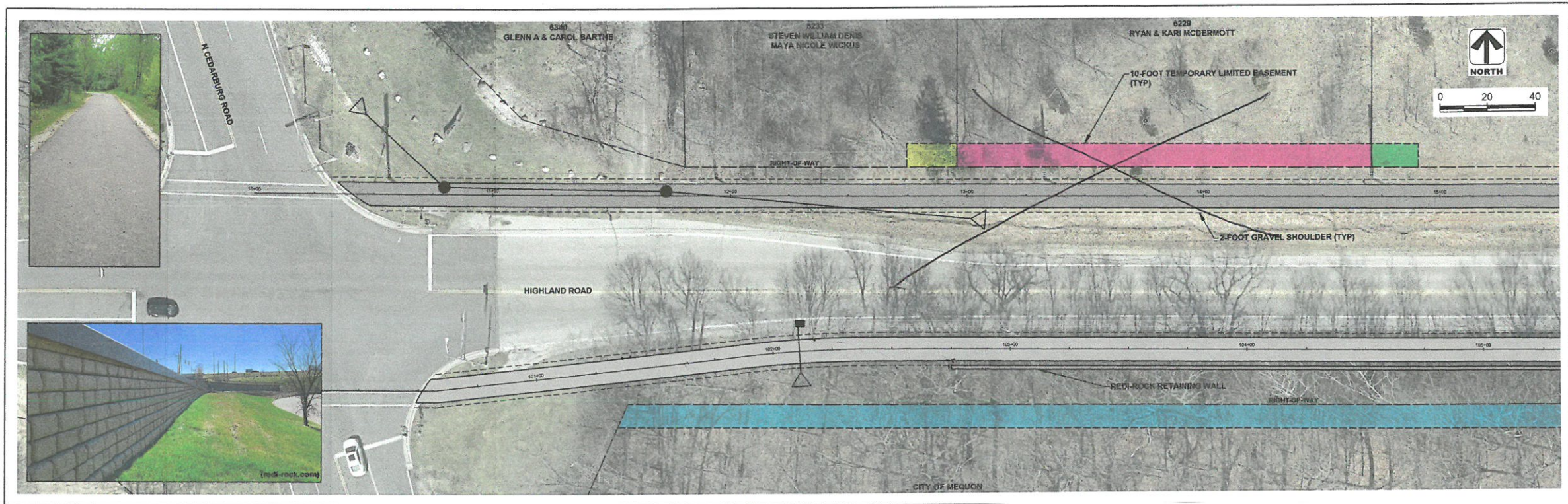
14 MILE TRAIL ACCESSABILITY

The Highland Road Bike Path will resolve these safety issues and enhance the Mequon community. It will also make the 14 mile Interurban Trail accessible for residents.

4.c.b

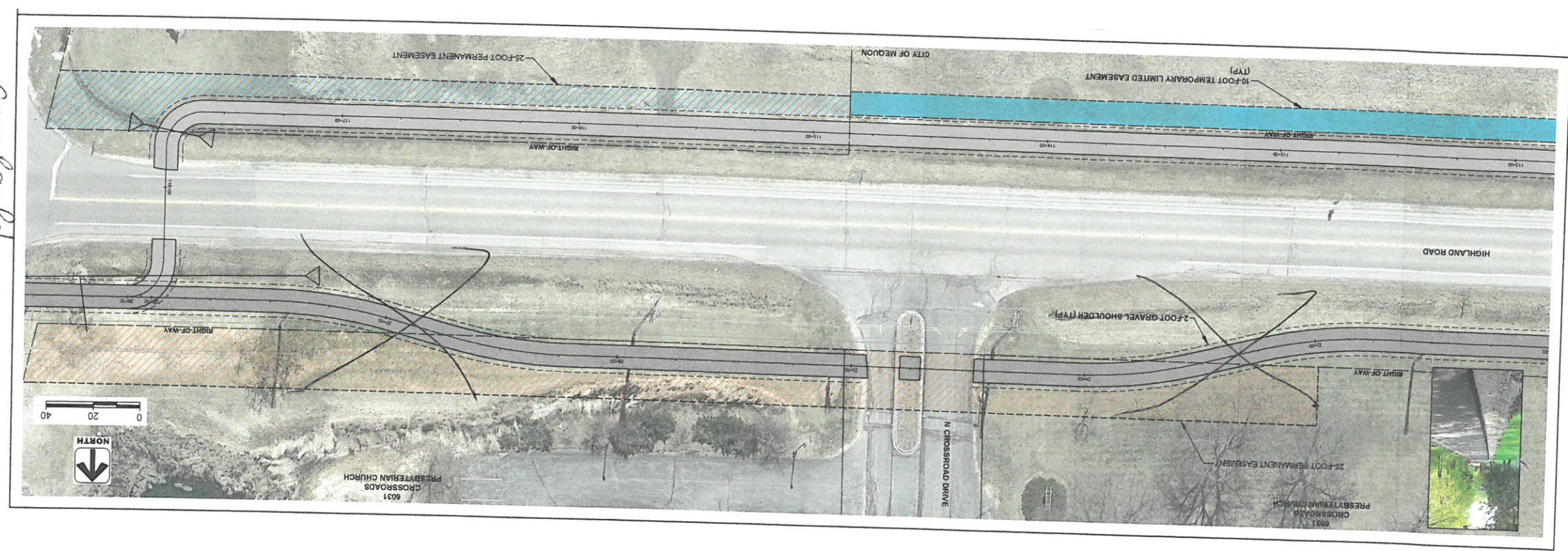






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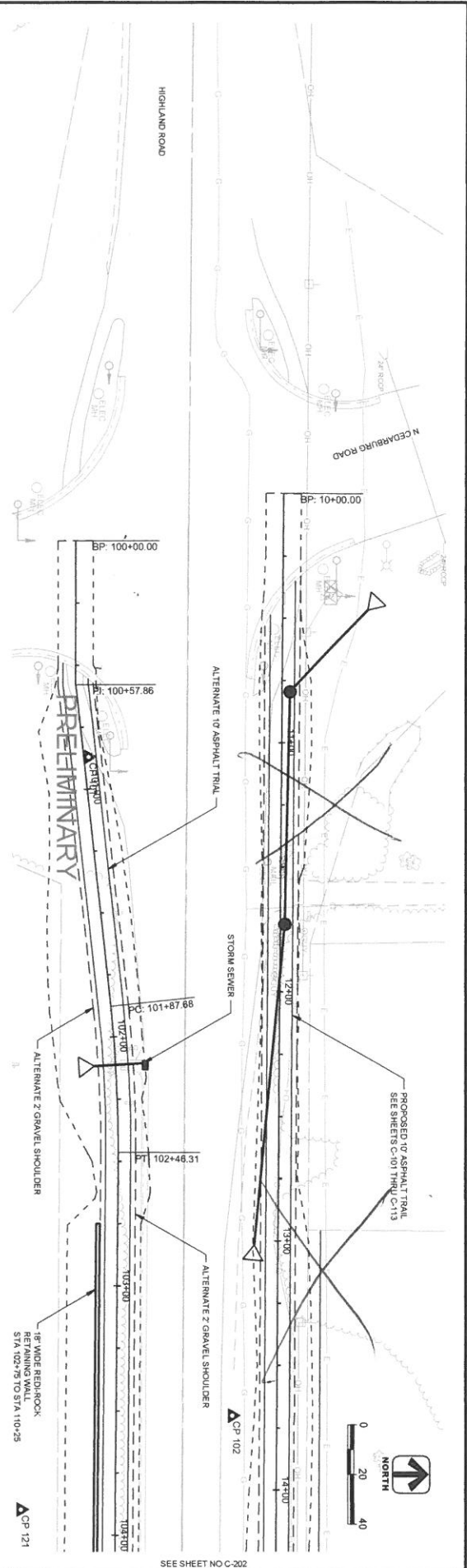
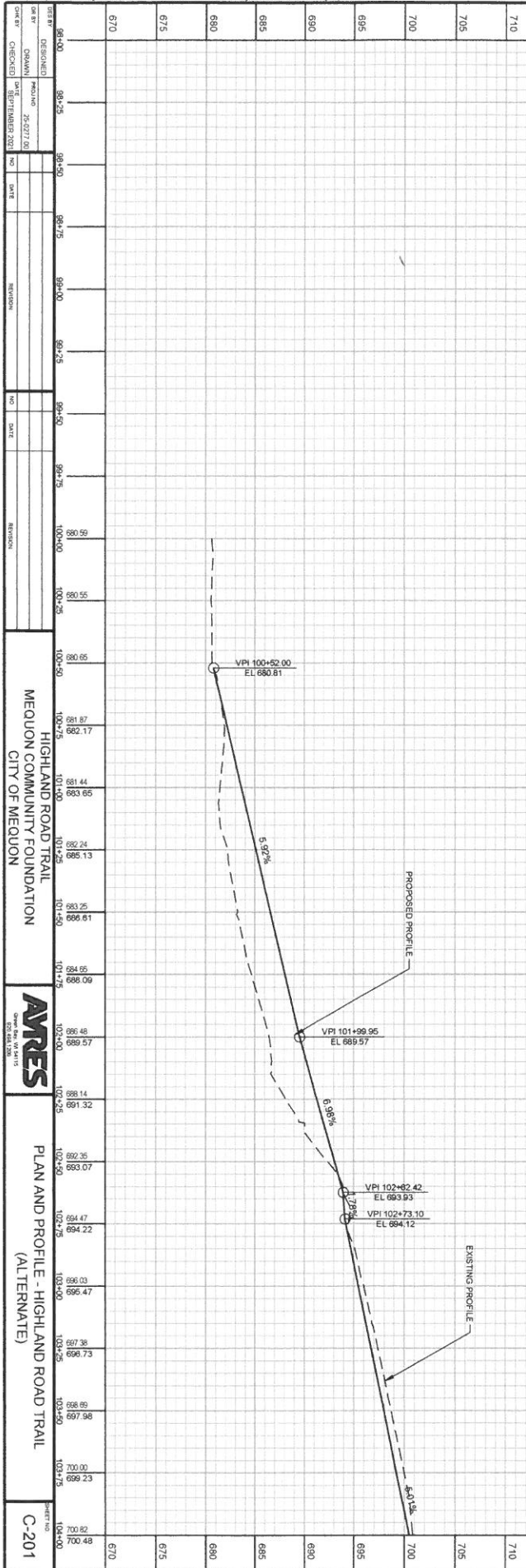
Green Bay Rd



SOUTH TRAIL (Alternate 1 STA 100+00 to 118+55 – Cedarburg Road to Green Bay Road)

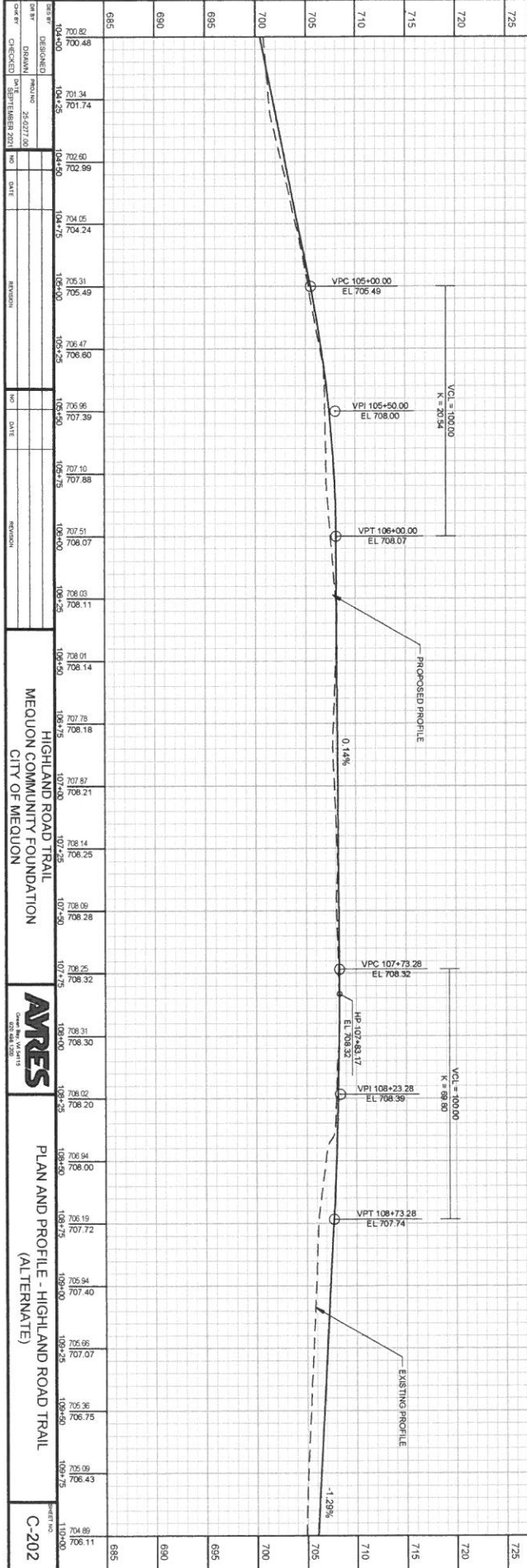
Lawn Restoration	LS	1	\$5,000.00	\$5,000.00
Traffic Control	LS	1	\$7,000.00	\$7,000.00
Site Preparation	LS	1	\$10,000.00	\$10,000.00
Soil, Pavement, and concrete Testing	LS	1	\$10,000.00	\$10,000.00
Trail Excavation	LS	1	\$50,000.00	\$50,000.00
Geogrid – Type 1	SY	2,900	\$2.50	\$7,250.00
Clearing and Grubbing	LS	1	\$15,000.00	\$15,000.00
HMA Surface Course (Trail)	TON	400	\$130.00	\$52,000.00
1-1/4" Base Course (Trail)	TON	2,030	\$26.00	\$52,780.00
Limestone Screenings (Shoulders)	TON	150	\$26.00	\$3,900.00
Retaining Wall	LF	750	\$400.00	\$300,000.00
6" Concrete	SF	150	\$20.00	\$3,000.00
Detectable Warning Field	SF	20	\$40.00	\$800.00
Storm Utilities	LS	1	\$40,000.00	\$40,000.00
Erosion Control	LS	1	\$10,000.00	\$10,000.00
Trail (Alternate) Subtotal				\$566,730.00

AA-Standard.dwg
5/9/2017
C:\Users\City\OneDrive\Highland Road Trail\CA000\Drawn\Plan\Profile\Highland Rd Trail ALTERNATE.dwg Layout: C-201

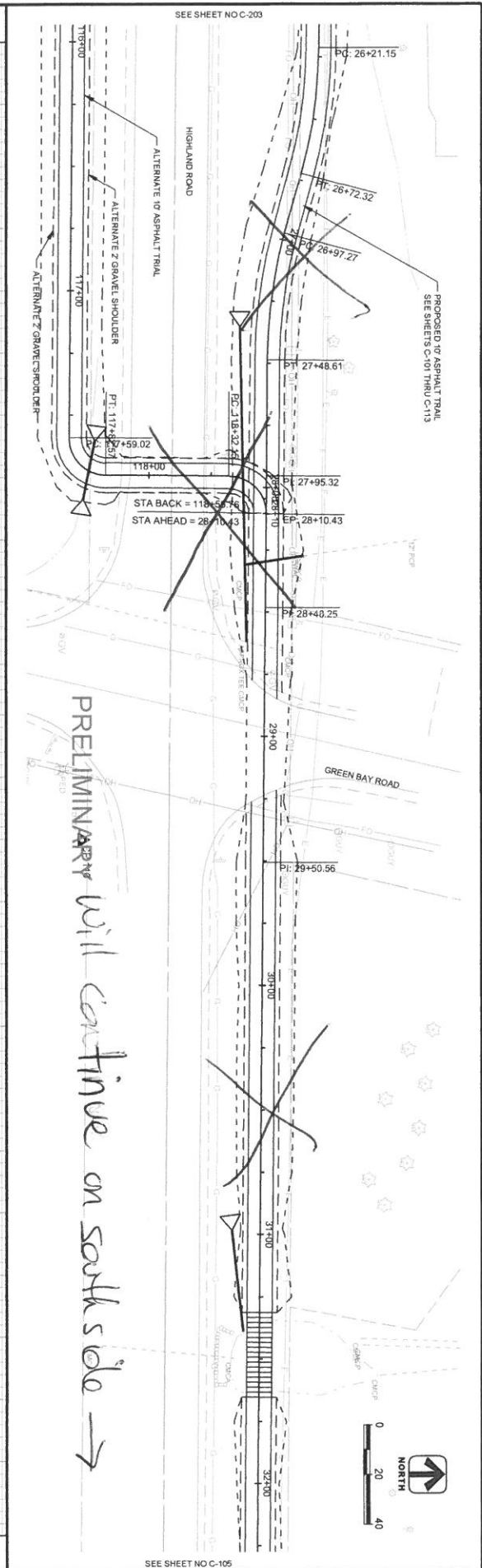


SEE SHEET NO C-202

AA Standard 4th
09/06/21
100 Mequon City 4/25/2017 10 Highland Road Trail CAD/CADD/Design/Plan/Profile/PP - Highland Rd Trail ALTERNATE.dwg Layout C-202

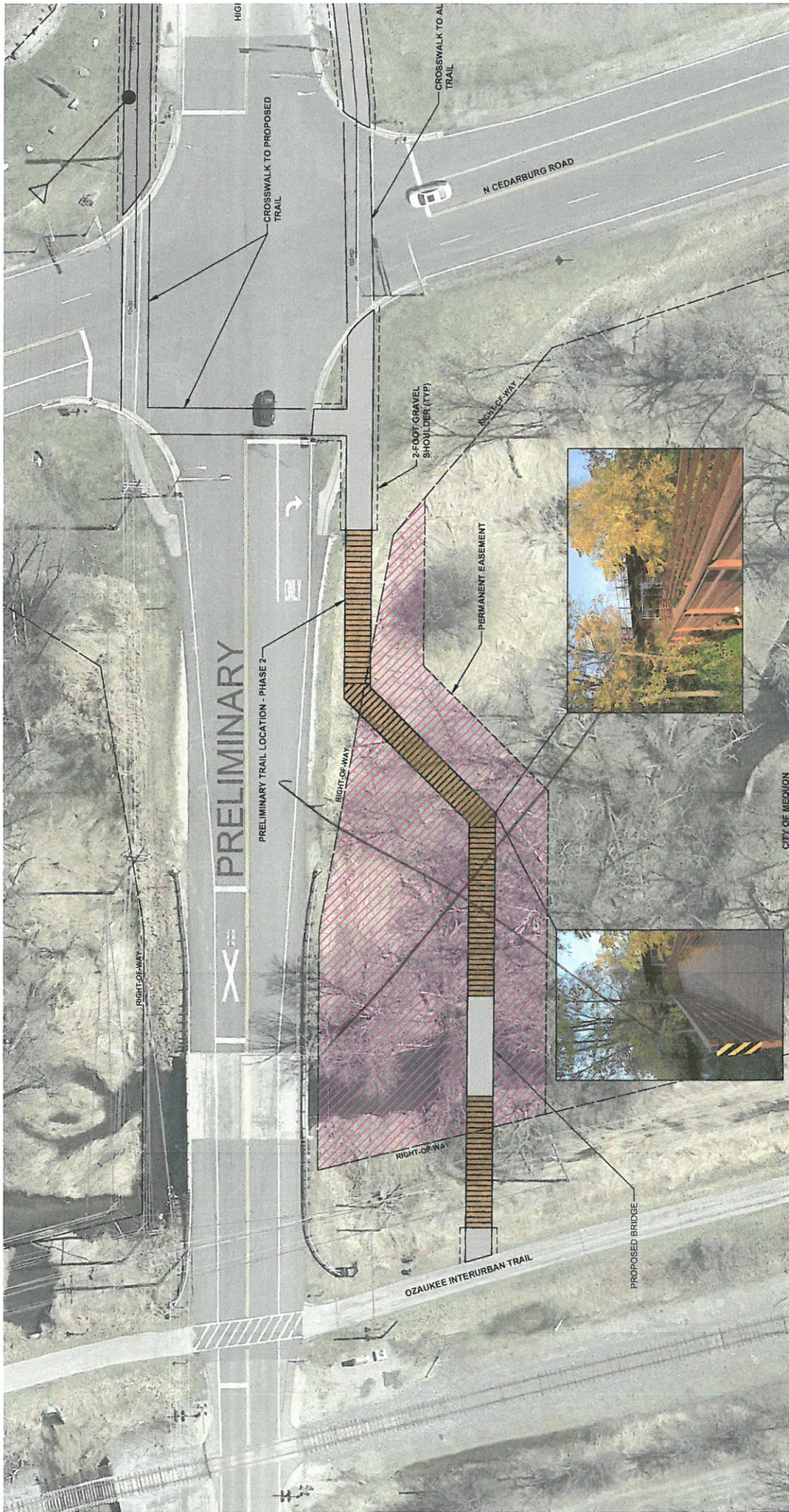






PHASE 2 – South Trail (Ozaukee Interurban Trail to Cedarburg Road)

Mobilization	LS	1	\$50,000.00	\$50,000.00
Lawn Restoration	LS	1	\$3,000.00	\$3,000.00
Traffic Control	LS	1	\$7,500.00	\$7,500.00
Site Preparation	LS	1	\$5,000.00	\$5,000.00
Soil, Pavement and Concrete testing	LS	1	\$5,000.00	\$5,000.00
Trail Excavation	LS	1	\$5,000.00	\$5,000.00
Excavation Below Subgrade (EBS)	CY	50	\$50.00	\$2,500.00
Clearing and Grubbing	LS	1	\$10,000.00	\$10,000.00
HMA Surface Course (Trail)	TON	20	\$160.00	\$3,200.00
1-1/4" Base Course (Trail)	TON	50	\$26.00	\$1,300.00
Limestone Screenings (Shoulders)	TON	25	\$26.00	\$650.00
Bridge	LF	300	\$2,100.00	\$630,000.00
Detectable Warning Field	SF	20	\$40.00	\$800.00
Erosion Control	LS	1	\$5,000.00	\$5,000.00
LOMR/CLMOR FEMA Permits (Other Permits in Engineering Fee)	LS	1	\$6,500.00	\$6,500.00
Trail (Alternate) Subtotal				\$735,450.00



Not doing boardwalk over Pigeon Creek (\$735,450)
+ will just use bridge for now

Attachment: Pigeon Creek (7828 : Highland Off Road Bike Path)

Attachment: 2020 Major Projects (Capital and Impact Fee)

LOH LORENZ CONTACTED MIKE GIES 7/26/21 FOR
UPDATED 2022 VERSION

2020 Major Projects (Capital and Impact Fee)

CONTACT: Mike Gies, Parks Superintendent mgies@clmregion.wi.us 262.512.1297

Private Funding/Community Foundation
COMPLETE
Capital Project
Impact Fee Project
Part of Road Program

Priority Status	Park location	Description/General	Estimated Cost		Include in Newsletter as wish
1	Rotary Pavilion	Fassod project-siding, paint, lighting	\$20,000	completed 2020	0
1	Lemke	Bathroom/Concession/Storage Facility	\$760,000	*	0 identified as #1 priorities in 2023, total is \$760,000 total--use picture sent by Mike Gies 8/1/22; too large project for wish list
7	Rotary (Reuter)	Musical Playground	\$125,000		125,000
1	River Barn	Central air installation	\$6,000	In process 2022	0 Maintenance not in MTCF mission
1	Factory	ADA Fishing Pier, Stone Platforms	\$80,000	In process 2022	0 in process so not future funding
1	Reuter Pavilion	Roof, Painting, UP fascia	\$30,000	completed 2021	0
1	Garrison's Glen	Canoe/Kayak Ramp	\$12,000	completed 2020	0
3	River Barn	Tree relocation, river portals, river trails, prairie	\$20,000		20000
1	Katherine Kearney	West Parking lot	TBD		0 Maintenance not in MTCF mission
1	Katherine Kearney	Ash removal and replant	\$15,000	ongoing annual cost of \$15,000 a year	0 Maintenance not in MTCF mission
1	Rotary	Basketball and Pickleball Court and Fence	\$98,000	*	85,000 identified as #2 priority to City in 2021 to resurface BB court and put in 3 courts painted for pickleball in a 4 ft fence
5	Rotary Pavilion	All inclusive playground	\$750,000	*	0 NOT 2023 priority
4	Rotary Pavilion	Bolt on/Expansion/Meter/ ADA restrooms	\$300,000	*	0 NOT 2023 priority
1	All Parks	EAB removal and Replacement	TBD		0 Maintenance not in MTCF mission
1	Lemke	Design for Facility	TBD	original completed early 2022	0
8	Reuter Pavilion	Building Replacement	\$800,000	*	0 NOT 2023 priority
5	All Parks	ADA audit and Compliance as developed	TBD		0 Maintenance not in MTCF mission
4	Rotary	Electrical upgrade	\$45,000		0 NOT 2023 priority
9	Rotary	Walking Paths (hardsurface)	\$15,000	partial complete 2021	0 MTCF already has committed \$10,000 to this project, dont include
5	Rotary Park	Memory Garden rebuild perusal/information sign	\$6000/each		0 impact fee funded
6	Community Park	Replace Bleachers	\$6000/each		6000
4	Community Park	Drainage Improvement	TBD		24000 assume 4 sets?
8	Community Park	Remove and Replace Asphalt paths, connect CIT	TBD		0 Maintenance not in MTCF mission
3	Rotary	Improve Drainage	\$20,000	*	0 Maybe MT Trails help in future?
6	All Parks	Wayfinding/Directional Signage (New)	\$400/each		0 Maintenance not in MTCF mission
4	Garrison's Glen	Footbridge and connecting path to the west	\$7,500		How many needed?
3	Rotary	Gravel path to memory garden/ rebuild structures	TBD		0 already have this in the GG restricted fund
8	Garrison's Glen	Shoreline restoration	TBD		0 Not 2023 priority
5	Villa Grove	Parking Lot Extension/Addition	TBD		0 already have this in the GG restricted fund
14	Villa Grove	Restroom Shelter	\$200,000	*	0 dont include yet as not including Lemke
1	Rotary (Garabio)	Widen Asphalt Drive (GOGF)	TBD	Complete 2021	0
12	All Parks	LED Lighting Conversion	TBD		90000
13	Rotary (Reuter)	Parking lot Reconfiguration	TBD		15000
6	Riverview Park	Playground replacement	\$90,000		0 Maintenance not in MTCF mission
18	Riverview Park	Dish Golf Course?	\$15,000		0
10	Riverview Park	Relocate Archery Range	\$10,000		0 Maintenance not in MTCF mission
4	River Barn	Portul/walking path, filtration gardens	\$80,000		80000
7	River Barn	Canoe/ Kayak launch	\$10,000	*	10000
17	All Parks	Sport Field Lighting	\$20,000/each		each
12	Rennick/Community	Baseball Fencing	TBD		0
3	River Barn	Baseball Fencing	\$32,400	completed 2022	0 Completed may 2022
16	Lemke	Football Field Relocation	\$60,000		0
15	Lemke	New 12 and Under Baseball Field	\$85,000		0 Maintenance not in MTCF mission
8	All Parks	Drinking Fountains	\$10,000/each		85000
4	Rotary and River Barn	Scoreboards	\$5000/each	completed 2022	10000 each
1	Park Repairing	Rotary	445000	completed 2022	0
2	Park Repairing	Katherine Kearney, Village Grove, Riverview	TBD		0 Maintenance not in MTCF mission
11	River Barn and Lemke	Basketball Courts	TBD		TBD
18	Park Tennis Courts	Location TBD	TBD		0 not priority or enough info to include yet
2	Rotary Park	City water, gas, fiber installed	65000		0 Maintenance not in MTCF mission

550000

From Mike Gies on 8/1/22

The Memory garden pergola and informational signage is on the CIP list, but hasn't yet been identified as a priority in 2023, of the POSB. The paved path that was identified in the master plan but would most likely start with a loop around the western pond to connect the gazebo and Rotary pavilion. The same thing goes for the Beehive Field fencing. It would be a replacement of the existing fencing up it hasn't been identified as a priority project for 2023.

This doesn't mean that we wouldn't consider a donation to complete either one of these projects. It just means that participation from the city might not happen. Lemke Park restroom and concession stand construction, and pickleball were both identified as priorities in 2023.

We're really trying to put a shoulder behind both of these, although they were both requested we won't know until later this year if either or both received funding. Just for reference, the Lemke restroom/concession construction will be somewhere around \$760,000.

The pickleball/basketball construction will be approximately \$90,000. Amenities that for pickleball that we could use help on include fencing (\$25,000), epoxy coating (\$7,000), basketball hoops (\$6,000). If you'd like to discuss more, I'd be happy to get together Thursday afternoon, or Friday before 10:00am.

PROPOSED ITEMS FOR 2023 WISH LIST (need to write down) - sent this to Mike Gies on 8/5/22			
Rotary Park	Musical playground	125,000	
River Barn park	river portals, river trails and prairie	20,000	
Rotary	basketball and pickleball court and fence	85,000	
Rotary Park	Memory Garden-rebuild pergola, gravel path	6,000	
Mequon Community Park	Replace four bleachers (\$6,000 each)	24,000	
River View Park	playground equipment	90,000	
River View Park	Disc Golf	15,000	
River Barn	Portal/walking path, filtration gardens	\$80,000	
River Barn	Canoes/ Kayak launch	\$10,000	
Lemke	New 12 and Under Baseball Field	\$85,000	
All Parks	Drinking Fountains	\$10,000/each	



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262-236-2918
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Park and Open Space Board

TO: Park and Open Space Board
FROM: Mike Gies, Parks and Forestry Superintendent
DATE: October 19, 2022
SUBJECT: Work Plan

Attachments:
2022 Work Plan (September 28) (DOC)

**Park and Open Space Board
2022 Work Plan (September 28, 2022)**

Month	Agenda Topics
September	• Annual Report -discussion/possible subcommittee • Budget Review: Review of proposed City budget (if released prior to meeting) • NSU- light approval • 6 year visioning -discussion
October	• Annual Report- Draft • Draft Scope- City Water installation at Rotary Park • Kueny Architects -Lemke Pavilion Architectural Review • Fee Schedule: Recommendation of 2022 fees
November	• Annual Report – Completed and Submitted • Amend Park Plan to include East Growth Corridor/Linear Park??
December	• Budget Review: Prioritization of capital projects for 2023
	•
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	•
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Future Agenda Topics

- Inventory of park field usage for consideration of redistribution of youth sports groups
- Continued discussion/updates on Community Park/Mequon Civic Campus
-
- Discuss future partnership potential County/ MMSD, plans for park usage
- Discuss future needs of Rennie Field?
- MNP/MMSD Land Acquisition
- RFP- Extension of Rotary River Walk – 2 new properties (Rotary)
-

Status Report

Work Item	Status	Action Items
Parks, Recreation and Open Space Plan	Complete	Incorporate comments into 2020 Work Plan
Community Group Engagement	Complete	Incorporate comments into CPROSP update

<i>Work Item</i>	<i>Status</i>	<i>Action Items</i>
Develop Prioritized Project List	Complete	Approve Prioritized List for 2021 action items
Policy Discussion		
City Naming Rights for donated infrastructure	Complete	Approval by Board and Common Council
Standard document for ownership, operation, and maintenance of donated infrastructure	Complete	Document/ in use
Volunteer coordination	Form subcommittee for handout, draft adopt a park format	Draft handout, Draft adopt a park format
Standard Park signage plan	Draft Needed	Draft policy language
Park Rental Fee Schedule	Updated for 2021/Pending	Comprehensive review for 2023
Rotary Pavilion Holding Tank	Complete	

Ongoing Park Projects:

- Reuter Pavilion Doors, Roof, Facia, Gutters, Interior Finishing- complete 2021
- Garrison's Glen/ Connecting Path- Concrete/Asphalt
- River Barn – HVAC
- Floor Refinishing, interior painting, trim, LED upgrade – Reuter
- Refinishing- Lemke Pavilion Clear Coat
- River Barn Portals
- River Barn Interior Finishing



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Office of Park and Open Space Board

TO: Park and Open Space Board
FROM: Mike Gies, Parks and Forestry Superintendent
DATE: October 19, 2022
SUBJECT: NSU Lights

Background

North Shore United is in their fourth year of use at Mequon's Rotary Park. Practices are held Monday- Thursday from 4:30pm to 8:00pm. North Shore United has expanded use at Rotary Park to now include 460 players, which include players from 65 Mequon families, practicing at Rotary during the fall and spring seasons. North Shore United, currently had permission to temporarily install (6) light banks on the front soccer fields at Rotary. North Shore United is again seeking permission to place the six temporary light towers on the six main soccer fields at the front of the park. The lights are used to illuminate the fields towards the end of each practice to extend the usage time of the field, as daylight continues to shorten.

Due to the expanded programs taking place in Mequon, North Shore United is requesting permission to have an additional two light banks added to the single field just west of the Rotary Pavilion. The two addition banks will serve to illuminate this additional field and expand the number of usable practice fields during the fall season.

Analysis

The eight light banks are generally used from approximately the middle of September through November 7th. Practices are scheduled to be done by no later than 8:00pm, with the lights being used for no more than an hour to an hour and fifteen minutes in September, to approximately three hours for the final week in November. It is worth noting that the two additional lights being requested will only be utilized through mid-October for one of the younger programs and not early November as requested for the initial six lights. The light wash created by the lights is minimized due to the vegetation and berms around the perimeter of the park. The lights are also stationed further towards the interior of the park, directing most of the light into the park (see attached for approximate location).

In the last three years of use the temporary light banks used at Rotary Park have not receive any negative comments from adjacent residents.

Fiscal Impact

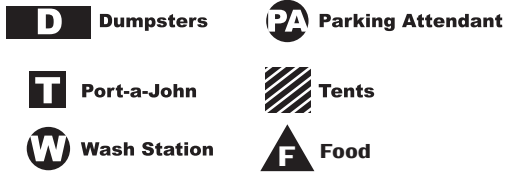
No cost to the city will be associated with the lights. North Shore United has expressed interest in a long-term partnership with the City of Mequon, and in the future would be open to partnering on a more permanent solution.

Recommendation

Staff recommends the Park and Open Space board approve the temporary use of lights at Rotary Park. The recommendation should be based on a one season trial as a courtesy to surrounding residents, due to the two additional proposed towers for a total of (8) lights. Due to the additional two lights approval will be necessary again next season, if there is no opposition to the lights by next season, a longer approval can be considered at that time. The board may consider if they would like to see the number of lights used to go back to six or allow the eight to be used more permanently.

Attachments:

NSU.Rotary Park.Fall Lights (PDF)



ROTARY PARK FIELDS

Address for GPS: 4100 Highland Rd, Mequon, WI 53092



Attachment: NSU.Rotary Park.Fall Lights (7831 : NSU Lights)