

**City of Portage  
Parks and Recreation Board Meeting  
6:00 pm on Tuesday, April 12, 2016  
City Municipal Building, 115 West Pleasant Street  
Conference Room One  
Agenda**

Members: Brian Zirbes Chairperson, Larry Messer, Rita Maass, Mike Charles, Todd Kreckman

1. Roll Call
2. Approval of March 8, 2016 meeting minutes.
3. Discussion and possible action on contract with Great Lakes Marine Inc. and final pay order.
4. Discussion and possible recommendation on tree inventory bids.
5. Discussion and possible action on agreement with Kayla Rinkel for building rental.
6. Discussion and possible action on donation/partnership with Renewal Unlimited and Americorps for flower beds and park signs landscaping.
7. Discussion and possible action on Emergency Sign for Park pavilions.
8. Discussion on Lincoln Park basketball court and neighborhood reports
9. Old Business Update
10. New Business
11. Manager's Report
12. Adjournment

# City of Portage

## Park and Recreation Board Meeting

Tuesday, March 8, 2016  
6:00 p.m. Regular Meeting  
Municipal Building Room #1

### 1. Roll Call

The meeting called to order at 6:00 pm by Chairperson Zirbes. Members present: Brian Zirbes, Chairperson, Larry Messer, Rita Maass, Mike Charles, and Todd Kreckman.

Parks and Recreation Manager Dan Kremer, City Administrator Shawn Murphy, Justin Ostrowski, Ron Olson, Mike Hurd, Gregg Steinhaus, Scott Seaman, Kayla Rinkel, and reporter Craig Sauer.

### 2. Approval of February 9 meeting minutes.

Motion was made by Charles to approve the minutes from the February meeting. Second by Messer

Motion carried on a 5-0 roll call vote.

### 3. Discussion and possible action on proposals from Fairway Independent Mortgage Corporation and the Portage Boys Hoops Club Memorandum of Understandings for Collipp Worden Park basketball court facilities

Manager Kremer provided a summary of a final proposal from the Fairway Mortgage Corporation and the Nancy Lieberman Foundation and partnership with the Portage Boys Hoops Club for a new sport court facility within Collipp-Worden Park. Kremer summarized the second half of the proposal from the Portage Boys Hoops Club to repay \$10,000 over four years if the City would help upgrade the existing basketball courts in 2016. Kremer stated the funding options were provided by an email sent to board members for four options.

Mike Hurd stated since Fairway Mortgage was proposing to invest over \$30,000 for the initial court it would provide benefits to perform both projects at the same time since it would beautify the park and increase the value to the City and be more useful. Mike stated their group started out with no money to contribute to the project but their group feels the project is so important they want to invest the funds they have raised thus far to complete this project by investing \$5,000 up front and another \$5,000 over the next three years.

Gregg Steinhaus mentioned that one question that has been asked was that when it was proposed initially what has changed from the original proposal that the group would cover everything. Gregg stated the group had delivered an incorrect message at the presentation in December and that their original intention was to bring in the sport court facility and have the city participate in the existing court upgrade.

Ron Olson passed around drawings to give the park board a visual representation of what the existing courts may look like if approved. Ron highlighted the ten additional feet proposed to be added to the south end and changing the orientation from North/South to East/West. Ron provided

a highlight of the color presentation. Ron stated the courts would do four things; one it would be an area of the park that is used largely, two it would give the hoops club in town an identity, third it would allow outdoor park and recreation basketball programming in the summer, and lastly it would be more kids playing basketball in town.

Kremer provided a breakdown of what the \$20,000 consisted of from the proposal document. Items included were dirt removal and asphalt addition to the south side, four new hoops, seal and color coating of the court surface. Kremer stated he felt if this project was approved by the board that a contingency be incorporated for anything that may have gone up since 2015 and allocate at least \$25,000. Kremer also provided an overview of the parkland fund to the board and a listing of the 2016 capital projects.

Zirbes asked if a savings from one of the 2016 projects could be allocated to reimburse the parkland fund. Administrator Murphy stated only actual amounts from the parkland fund would be used and any unused amounts could remain in the park land fund.

Charles asked if the project budget included a compliant path. Kremer said the complaint path was not included but the city crews could install it if budget did not allow. Discussion followed in regards to what type of path could be installed.

Charles asked about the flying "P" logo on the court or if a warrior head or City logo could be incorporated. Maass stated black surfacing could become hot in summer for programming purposes. Discussion ensued about if other logo options could be examined and what color options would be used.

Zirbes asked how the City would know if the organization would exist the following year to pay back the remaining \$5,000 and discussion followed about organization make up and future fund raising commitments by the Portage Boys Hoops Club. Membership is around 70 in their organization.

Administrator Murphy suggested consolidation of both projects into one agreement to aid in tracking measures and review. Manager Kremer suggested including the obligations from each party within the consolidated agreement.

Zirbes asked for a summary about options of reallocation from another project or using the parkland fund. Kremer informed the board that the projects for 2016 have not been bid yet and it is likely the entire budget will be needed to complete those projects. Kremer felt to relocate from another project would be taking a chance at not completing portions of that project. Kremer recommended that if the basketball courts were approved it would be best to use funds from the parkland fund to complete it in 2016. Discussion followed about the amount and process of relocation and repayment by the group.

Motion by Charles to recommend to council reallocation of \$25,000 from the parkland fund with repayment of \$10,000 over four years by the increments spelled out within the packet and acceptance of a combined MOU. Second by Maass.

Maass asked about if \$20,000 or \$25,000 was needed and if the \$5,000 would be provided by the Portage Boys Hoops Club up front. Scott Seaman asked if the \$5,000 could be repaid by years end or if it was needed initially. Discussion ensued about repayment dates being December 31<sup>st</sup> and to be included within the MOU for repayment dates. Scott stated the \$5,000 was not currently available but was in the process of being fundraised.

Motion carried on a 4 – 0 roll call vote with Kreckman abstaining.

**4. Discussion and possible action on request by Kayla Rinkel on renting ag building May – September.**

Manager Kremer outlined a proposal from Kayla Rinkel to rent an outdoor and/or indoor facility for therapy sessions provided by her organization. Kremer provided the board with the rental fees for both facilities of \$100 per day and asked the board for direction on how they would like to handle this request and if a reduction of fees and/or agreement should be considered.

Discussion about fair events, building availability and special events followed.

Zirbes asked about winter months and indoor needs. Kreckman asked if the \$100 was reasonable.

Kayla felt it was and also provided an overview of her therapy that is provided with the horse interaction. She stated no riding takes place and that it is handled from the ground. Grooming and props are used within the therapy. Kayla stated the maximum number of clients would be 5 per group.

Charles asked what the insurance would be. Discussion followed regarding listing the City as additionally insured and what will be required.

Zirbes asked about reduction of fees and if revision to the fee schedule would be necessary. Kremer stated the City has addressed that for groups like the Poultry Club via agreement.

Maass asked about if special events are booked through the park and recreation department and discussion followed about if any conflicts would exist seeing as special events are submitted in advance.

Motion by Zirbes to draft a MOU for rental of the ag building for May – September for the equine assisted psychotherapy with a reduced rate based on similar events in the past  
Second by Messer

Motion passed on a 5 – 0 roll call vote.

**5. Discussion on park emergency sign design.**

Manager Kremer presented with help from Chairperson Zirbes nearly all of the parks have been assigned addresses. The second step within that plan is to mount a sign at these locations to allow visitors to know their location in case of emergency. Kremer showed the board artwork that he put together based on a sign provide by the U.S. National Grid Trail markers.

Discussion ensued about color, size and content for the sign design. Feedback was recorded and another draft to be presented at April meeting.

#### **6. Discussion and review of CORP plan.**

Manager Kremer informed the board that chairperson Zirbes and he were in discussion about maps and information for the parks and that this item was on the agenda to incorporate that discussion and also as a highlight and chance to review the document.

Chairperson Zirbes gave an overview that there is a need to outline lands and areas that are under jurisdiction of the parks board. Zirbes gave recent examples of the parkland adjacent the airport that is being examined for airport expansion and also the Boy Scout cabin proposal that is being examined to be installed at the end of the Indian Agency House Road.

Discussion followed about naming of undeveloped parks and process for identifying sellable areas.

Kremer asked the board for feedback or direction on anything they wanted included or examined through this process. Kremer stated this information leads to a larger idea of prioritizing a Comprehensive Outdoor Recreation Plan (CORP) in a future budget item to help with this process. Kremer stated the initial goals Zirbes and Kremer had identified was assembling definitions and a listing of properties for things like green spaces, parks, recreation trails, nature areas, etc. Kremer asked the board to provide additional goals/objectives to consider by contacting him for April's meeting.

Discussion ensued about positives of having an external consultant provide an update for a CORP plan and the resources a consultant would bring for public properties and investigating materials associated with it.

#### **7. Discussion and possible action on date change for Parks and Recreation Board meeting date and time.**

- No change

#### **8. Old Business Update**

- Skate park documents

Manager Kremer informed the board that the final drawing review was available and he could email them to anyone on the board who wanted to review them. After review, bidding documents will be released and advertised in the next few weeks.

- Beachwall

- Manager Kremer stated a letter had been sent out to Great Lakes Marine and that a formal response and/or solution had not been presented yet. The contractor had called Friday but nothing has been presented to the City. More information at a future date.

#### **9. New Business**

**10. Manager's Report**

First dance recital was held in late February and had over 100 attend. In cooperation with the County the City was able to receive free fill dirt from their project that can be used for the soccer fields. That material is now stored where Lawton Field was. The program guide will be available by next month for review; anticipated print date is next week.

**11. Adjournment**

Zirbes asked all in favor to adjourn say Aye. No nay's. Motion Passed.  
Meeting adjourned at 7:25 pm.

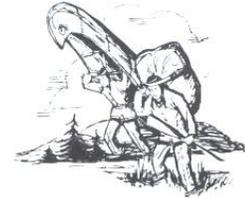
Respectfully submitted  
Dan Kremer  
Park & Recreation Department

DRAFT

Date Approved: \_\_\_\_\_

# CITY OF PORTAGE

115 West Pleasant Street  
Portage, Wisconsin 53901  
Telephone: (608) 742-2176 • Fax: (608) 742-8623



*"Where the North Begins"*

To: Parks and Recreation Board  
From: Dan Kremer, Manager of Parks and Recreation  
Date: April 7, 2016  
Subject: Final Pay Application – Great Lakes Marine

Following the letter correspondence sent to Great Lakes Marine by the City of Portage denying the final pay application, the City and Great Lakes Marine has held a meeting and had multiple letter correspondences in relation to the project.

The offer that is being brought to the park and recreation board for consideration is as follows

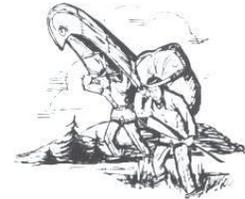
- \$4,500 credit for cap thickness
- 5 year warranty on wall structure
- \$4,398 credit/reduction (25%) – offered to close project out by Great Lakes Marine Contracting

If accepted, the wall would remain as is, the City would owe Great Lakes Marine a total of \$13,194 and the price paid for the beach wall would total \$138,314.

CC: Shawn Murphy, City Administrator  
Aaron Jahnke, Public Works Director  
Jean Mohr, Finance Director

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*"Where the North Begins"*

To: Parks and Recreation Board  
From: Dan Kremer, Manager of Parks and Recreation  
Date: April 6, 2016  
Subject: Tree Inventory Contract

On Wednesday, March 16 bids were opened for the City of Portage tree inventory project that is scheduled to be conducted in 2016. The City has budgeted \$22,500 to complete this project, with \$11,250 of that to be reimbursed from the Wisconsin DNR from the Wisconsin Urban Forestry Grant that the City was awarded from my application in 2015.

Four bids were received on March 16 and they are as follows:

<b>Bidder</b>	<b>Base Bid – Not to exceed</b>	<b>Alt 1 Dollar value per tree</b>	<b>Alt 2 Heaving Sidewalk identification</b>	<b>Alt 3 Ecosystem Data</b>
Bluestem	\$21,105	\$500	\$250	\$1000
Arborpro	\$21,450	-no fee-	-no fee-	-no fee-
Davey Resource Group	\$23,553	\$600	-no fee-	\$1,865
Wachtel Tree Service	\$21,750	- no fee-	- no fee-	\$1,500

The base bids above show that Bluestem is the low bidder on the base specifications that were included in the specs. Those baseline specifications include a tree id, gps location, growth space location, tree identification, tree size, estimated height class, condition rating, overhead utility identification, obstructions, maintenance activities, potential planting sites, and a comment section. In addition to that base line data, I included three categories as alternates for additional data in case the budget would allow.

Alternate 1 was to assign a dollar value for each tree and that information could be used to determine removal/replacement value for incidents in relation to the tree in the future. The second was to identify and record all areas where street trees are heaving the sidewalk. The last alternate was to analyze and provide the ecosystem data for the City's tree canopy. To help clarify what the base information, along with what each alternate provide the city, I have included copies of the City of Monroe's tree inventory that was recently completed which displays the data for review.

After reviewing the bidding materials, I recommend awarding the contract to Bluestem for the base bid of \$21,105 with additions of alternate 1 and alternate 3 for a total of \$22,605. While Arborpro would be

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*"Where the North Begins"*

the lower bidder if the alternates are awarded, they are located out of California and have no references located within the State of Wisconsin. Seeing as we are receiving a grant from the Wisconsin DNR, I believe it is in the best interest of the City to award to the lowest bidder that is based within Wisconsin and who have displayed long history of successful projects within the State. Bluestem Forestry Consulting meets all of those criteria.

Dan Kremer  
Manager of Parks and Recreation

CC: Shawn Murphy, City Administrator  
Jean Mohr, Finance Director  
Brian Zirbes, Park Board Chairmen

J	K	L	M	N	O	P	Q	R	S	T	U	V
Maintenance #1	na	Growspace	Overhead Utili	Defect #1	Defect #2	Comments	Condition Rating	Interference	Date	Height (feet)	Heaving Walk	Replacement Value
2	Training Prune	Unrestricted	No				100		8/24/2015	1-15		\$200.00
3	Training Prune	Unrestricted	No				100		8/24/2015	1-15		\$200.00
4	Training Prune	Unrestricted	No				100		8/24/2015	1-15		\$200.00
5	Routine Prune	Bldv with Sidewalk	Yes				90		8/24/2015	1-15		\$600.00
6	Routine Prune	Unrestricted	No				100		8/26/2015	1-15		\$137.49
7	Routine Prune	Bldv with Sidewalk	No				90		7/15/2015	16-30		\$185.51
8	Routine Prune	Unrestricted	No				75		8/28/2015	1-15		\$154.59
9	Routine Prune	Unrestricted	No	Multi-Stemmed			70	Line-of-Site Obstruction	8/29/2015	16-30		\$2,280.88
10	Routine Prune	Unrestricted	Yes			8 forming hedge	100		8/22/2015	1-15		\$300.00
11	Routine Prune	Park	No			row of these	100		6/1/2015	16-30		\$900.00
12	Routine Prune	Unrestricted	No	Multi-Stemmed			85		8/22/2015	16-30		\$900.00
13	Routine Prune	Unrestricted	No				90		8/22/2015	16-30		\$123.74
14	Removal	Unrestricted	No				20		7/1/2015	1-15		\$41.22
15	Routine Prune	Unrestricted	No				70		8/28/2015	16-30		\$144.28
16	Routine Prune	Unrestricted	No				85		8/22/2015	16-30		\$343.91
17	Routine Prune	Unrestricted	Yes				100		8/29/2015	1-15		\$404.60
18	Routine Prune	Unrestricted	No				85		8/22/2015	16-30		\$458.45
19	Routine Prune	Bldv with Sidewalk	No	Multi-Stemmed			85		8/21/2015	16-30		\$595.89
20	Removal	Unrestricted	No	Multi-Stemmed	Split		20		7/1/2015	1-15		\$140.21
21	Routine Prune	Unrestricted	No	Multi-Stemmed			85		8/22/2015	16-30		\$595.89
22	Routine Prune	Unrestricted	Yes	Multi-Stemmed		multiples planted as hedge	85		8/24/2015	16-30		\$595.89
23	Routine Prune	Unrestricted	No	Multi-Stemmed			85		8/24/2015	16-30		\$595.89
24	Routine Prune	Unrestricted	No				80		8/28/2015	16-30		\$560.84
25	Routine Prune	Behind Walk	Yes				85		7/14/2015	16-30		\$758.32
26	Routine Prune	Bldv with Sidewalk	No	Multi-Stemmed			80		8/28/2015	16-30		\$892.05
27	Monitor	Park	No	Lean	Multi-Stemmed		55		6/1/2015	16-30		\$613.28
28	Routine Prune	Unrestricted	No				80		7/16/2015	16-30		\$892.05
29	Routine Prune	Park	No	Suppressed			85		6/1/2015	16-30		\$1,166.43
30	Routine Prune	Park	No				80		6/1/2015	16-30		\$1,097.82
31	Routine Prune	Unrestricted	No				80		8/27/2015	16-30		\$1,097.82
32	Routine Prune	Unrestricted	No			row of these	75		8/28/2015	16-30		\$1,029.21
33	Routine Prune	Bldv with Sidewalk	No	Suppressed			70		8/28/2015	16-30		\$1,399.56
34	Routine Prune	Unrestricted	No				85		8/24/2015	46+		\$1,699.46
35	Routine Prune	Park	No	Multi-Stemmed			80		6/1/2015	16-30		\$1,899.31
36	Routine Prune	Park	No	Multi-Stemmed			80		6/1/2015	16-30		\$2,606.72
37	Routine Prune	Unrestricted	No				65		7/1/2015	1-15		\$2,117.96
38	Routine Prune	Unrestricted	No			5 of these forming row	70		8/28/2015	16-30		\$2,280.88
39	Routine Prune	Unrestricted	No	Multi-Stemmed			85		8/22/2015	16-30		\$3,206.86
40	Priority Prune 2	Bldv with Sidewalk	No				65		8/28/2015	31-45		\$3,222.89

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	
1	ID #	Address	Street	Sidestreet	Species	Species Ra	DBH	ATA	Condition	Maintenance #1	na	Growspace	Overhead Utilit	Defect #1	Defect #2	Comments	Condition Rating	Interf
2	4819	903	21ST ST	9TH AVE	Apple, Fruiting	80	1	1	Excellent	Training Prune		Unrestricted	No				100	
3	4820	903	21ST ST	9TH AVE	Apple, Fruiting	80	1	1	Excellent	Training Prune		Unrestricted	No				100	
4	4822	903	21ST ST	9TH AVE	Apple, Fruiting	80	1	1	Excellent	Training Prune		Unrestricted	No				100	
5	4897	925	20TH ST		Apple, Fruiting	80	4	13	Excellent	Routine Prune		Blvd with Sidewalk	Yes				90	
6	4948	828	10TH ST	10TH 1/2 ST	Apple, Fruiting	80	7	38	Excellent	Routine Prune		Unrestricted	No				100	
7	2644	1206	29TH AVE		Apple, Fruiting	80	8	50	Excellent	Routine Prune		Blvd with Sidewalk	No				90	
8	5416	1018	16TH ST	11TH AVE	Apple, Fruiting	80	8	50	Fair	Routine Prune		Unrestricted	No				75	
9	5758	640	W 8TH ST	8TH AVE W	Apple, Fruiting	80	20	314	Fair	Routine Prune		Unrestricted	No	Multi-Stemmed			70	Line-of-Site
10	4313	2132	20TH AVE		Arborvitae	80	2	3	Excellent	Routine Prune		Unrestricted	Yes			8 forming hedge	100	
11	765	NORTH EAST PARK			Arborvitae	80	6	28	Excellent	Routine Prune		Park	No			row of these	100	
12	4119	1308	22ND ST		Arborvitae	80	6	28	Good	Routine Prune		Unrestricted	No	Multi-Stemmed			85	
13	4118	1308	22ND ST		Arborvitae	80	7	38	Excellent	Routine Prune		Unrestricted	No				90	
14	2390	718	12TH AVE		Arborvitae	80	8	50	Dead	Removal		Unrestricted	No				20	
15	5466	807	17TH ST		Arborvitae	80	8	50	Fair	Routine Prune		Unrestricted	No				70	
16	4117	1308	22ND AVE		Arborvitae	80	10	79	Good	Routine Prune		Unrestricted	No				85	
17	5740	240	11TH ST		Arborvitae	80	10	79	Excellent	Routine Prune		Unrestricted	Yes				100	
18	4208	2513	20TH AVE	26TH ST	Arborvitae	80	11	95	Good	Routine Prune		Unrestricted	No				85	
19	4001	1801	14TH AVE	18TH ST	Arborvitae	80	12	113	Good	Routine Prune		Blvd with Sidewalk	No	Multi-Stemmed			85	
20	2391	718	12TH AVE		Arborvitae	80	12	113	Very Poor	Removal		Unrestricted	No	Multi-Stemmed	Split		20	
21	4233	2626	22ND AVE		Arborvitae	80	12	113	Good	Routine Prune		Unrestricted	No	Multi-Stemmed			85	
22	4782	1917	11TH AVE	10TH AVE	Arborvitae	80	12	113	Good	Routine Prune		Unrestricted	Yes	Multi-Stemmed	multiples planted as hedge		85	
23	4926	903	22ND ST		Arborvitae	80	12	113	Excellent	Routine Prune		Unrestricted	No	Multi-Stemmed			85	
24	5539	3010	CLARNO RD		Arborvitae	80	12	113	Good	Routine Prune		Unrestricted	No				80	
25	2454	2760	8TH 1/2 ST		Arborvitae	80	13	133	Good	Routine Prune		Behind Walk	Yes				85	
26	5439	1313	16TH ST		Arborvitae	80	14	154	Good	Routine Prune		Blvd with Sidewalk	No	Multi-Stemmed			80	
27	783	NORTH EAST PARK			Arborvitae	80	14	154	Poor	Monitor		Park	No	Lean	Multi-Stemmed		55	
28	2845	2661	19TH ST CT		Arborvitae	80	14	154	Good	Routine Prune		Unrestricted	No				80	
29	770	NORTH EAST PARK			Arborvitae	80	15	177	Good	Routine Prune		Park	No	Suppressed			85	
30	781	NORTH EAST PARK			Arborvitae	80	15	177	Good	Routine Prune		Park	No				80	
31	5289	1706	9TH AVE		Arborvitae	80	15	177	Good	Routine Prune		Unrestricted	No				80	
32	5541	3010	CLARNO RD		Arborvitae	80	15	177	Fair	Routine Prune		Unrestricted	No			row of these	75	
33	5452	1316	16TH ST		Arborvitae	80	17	227	Fair	Routine Prune		Blvd with Sidewalk	No	Suppressed			70	
34	4923	903	22ND ST		Arborvitae	80	17	227	Good	Routine Prune		Unrestricted	No				85	
35	780	NORTH EAST PARK			Arborvitae	80	18	254	Good	Routine Prune		Park	No	Multi-Stemmed			80	
36	776	NORTH EAST PARK			Arborvitae	80	20	314	Good	Routine Prune		Park	No	Multi-Stemmed			80	
37	2324	403	26TH AVE	4TH ST	Arborvitae	80	20	314	Fair	Routine Prune		Unrestricted	No				65	
38	5537	1100	30TH ST	CLARNO RD	Arborvitae	80	20	314	Fair	Routine Prune		Unrestricted	No			5 of these forming row	70	
39	4207	2513	20TH AVE	26TH ST	Arborvitae	80	21	346	Good	Routine Prune		Unrestricted	No	Multi-Stemmed			85	
40	5451	1326	16TH ST		Arborvitae	80	23	415	Fair	Priority Prune 2		Blvd with Sidewalk	No				65	
41	4709	2971	11TH AVE		Arborvitae	80	23	415	Good	Routine Prune		Unrestricted	No				85	

## Street & Park Tree Benefits

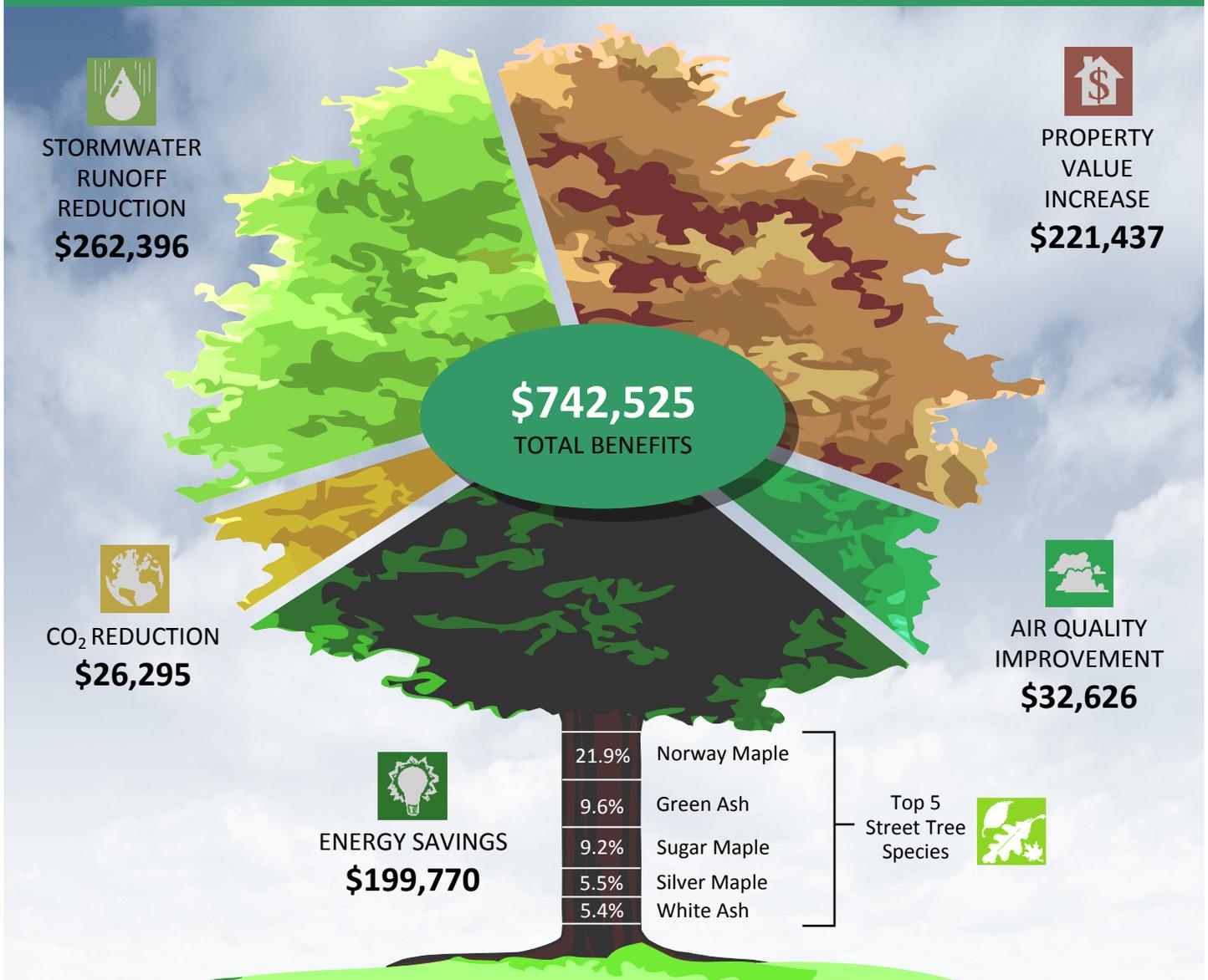


Monroe street and park trees provide millions of dollars of environmental, economic and aesthetic benefits to the community. Over their lifetime, street and park tree benefits exceed the costs of planting and care, representing a 300 percent return on investment. Tree benefits increase over time highlighting the importance of not only planting trees, but of providing ongoing maintenance and protection. These benefits are a reminder of the worthwhile investment in our community forestry program.

### Trees:

- Reduce stormwater runoff
- Lower summer air temperatures
- Reduce air pollution
- Reduce heating and cooling costs
- Reduce atmospheric carbon dioxide (CO<sub>2</sub>)
- Enhance property values
- Provide wildlife habitat
- Improve health and wellbeing
- Improve learning and concentration
- Provide aesthetic benefits

## Annually Monroe public street and park trees provide<sup>1</sup>...





## Trees Reduce Stormwater Runoff and Improve Water Quality

Trees reduce peak stormwater runoff and associated pollutants entering local water bodies. Trees reduce stormwater volumes by intercepting a portion of rainfall, which evaporates and never reaches the ground. Tree roots also increase rainfall infiltration and storage in the soil. And tree canopies reduce soil erosion by diminishing the impact of raindrops on barren surfaces.

**Street and park trees in Monroe intercept 9,682,522 gallons of water annually for a savings of \$262,396.**



## Trees Reduce Atmospheric Carbon Dioxide

Trees reduce atmospheric carbon by capturing and storing CO<sub>2</sub> as they grow. By reducing demand for heating and cooling, trees indirectly reduce CO<sub>2</sub> by avoiding power plant emissions associated with energy production.

**Street and park trees in Monroe capture 2,072,131 tons of atmospheric CO<sub>2</sub> per year. Annual savings including indirect costs are \$3,506,049. Street trees also store approximately 31,577,870 tons of atmospheric CO<sub>2</sub> for a total savings of \$236,834.**



## Trees Improve Air Quality

Trees improve air quality by trapping particulates, absorbing gaseous pollutants, and releasing oxygen. By cooling urban heat islands and shading parked cars, trees indirectly reduce ozone levels. The Environmental Protection Agency recognizes tree planting as an ozone reduction measure in state implementation plans.

**Street and park trees in Monroe remove 777 lbs. of particulate matter, 1,483 lbs. of ozone, 76 lbs. of sulfur dioxide and 253 lbs. of nitrogen oxides annually. Total annual savings including indirect costs are \$32,626.**

<sup>1</sup>Analysis was conducted using iTree Streets. iTree Streets is a street tree management and analysis tool for urban forest managers that uses tree inventory data to quantify the dollar value of annual environmental and aesthetic benefits. The iTree Suite is a free state-of-the-art peer reviewed software suite from the USDA Forest Service. [www.itreetool.org](http://www.itreetool.org).

Tree graphic concept courtesy of City of New York Department of Parks & Recreation.



## Trees Save Energy

Trees reduce the demand for energy to heat and cool buildings by providing shade, lowering summertime temperatures, and reducing windspeeds. Secondary benefits are reduced water consumption and pollutants emissions by local power plants.

**Street and park trees in Monroe save approximately 951 MWH of electricity and 130,159 Therms of natural gas annually for a savings of \$199,770.**



## Trees Improve Property Values and Beautify Our Communities

Trees are the single strongest positive influence on scenic quality in our community! They increase the attractiveness of retail business areas. Studies found shoppers are willing to pay up to 11% more for goods and services in a well-landscaped business district. Trees increase property values. People will pay 3-7% more for properties with many trees. Trees foster safer and more sociable neighborhoods. Views of trees ease mental fatigue and stress, help concentration, reduce sickness, and provide settings for recreation and relaxation. Trees also help reduce noise, provide a refuge for wildlife, and help connect residents with their natural environment.

**Street and park trees in Monroe increase property values annually by \$221,437.**



## Diversity Improves Urban Forest Resilience

A diverse palette of trees helps guard against catastrophic loss to insects and diseases or environmental stresses. A general guideline for urban forest diversity is no more than 5% of any one species, 10% of any one genus.

**Maple and ash trees are over-represented in Monroe's streets and parks. This jeopardizes \$507,438 of the city's urban forest's benefits from pests such as emerald ash borer (EAB) and Asian longhorned beetle (ALB). Enlist the public to help increase Monroe's forest resilience by planting less common trees on their own property.**

## **AGREEMENT FOR USE OF AG BUILDING – VETERANS MEMORIAL FIELDS COMPLEX**

This Agreement made this \_\_\_\_ day of \_\_\_\_\_, 2016 by and between the City of Portage, WI, a municipal corporation with main offices at 115 W. Pleasant St. Portage, WI 53901 (hereinafter referred to be as the “City”) and the **KC Ranch LLC**, (Need address information) (hereinafter referred to as "the Renter”) for use of the Ag Building facilities at Veterans Memorial Fields.

**WHEREAS**, The City owns property known as the Ag Building at the Veterans Memorial Fields Complex that is used by special groups for specific dates, and

**WHEREAS**, because of the long history of cooperation between the City and other groups within the country and State, and

**WHEREAS**, the City and the Renter acknowledge that this agreement is not intended to be comprehensive, but serve as a framework for how they will work together, herein are minimum conditions and obligations by which the parties agree to abide.

**WHEREAS**, the initial term of this agreement shall begin on the agreement date above and end on December 31<sup>st</sup>, 2016. Either party may terminate the agreement by providing written notice to the other with a (30) thirty day notice.

**NOW, THEREFORE**, in consideration of the terms and covenants set forth herein, it is agreed as follows:

1. The Renter shall provide written notice to the City, no later than ten (10) days after adoption of this agreement of dates needed for the use of the Ag Building. Such notice shall include dates(s) for the use along with any set up or special requests in relation to Renter’s Events.
2. Renter shall be granted exclusive use of Ag Building for requested dates. Renter acknowledges special events requiring usage of Ag Building will take precedence and require cancellation of Renter’s events when a minimum of (14) fourteen days’ notice is given by City to Renter.
3. The Renter shall be responsible for all costs associated with the use of said facilities, except the City shall pay for utilities.
4. At all other times other than approved dates, the City shall have exclusive control of the Ag Building and shall use as it deems appropriate.

5. The Renter at no time shall alter any of the building and/or grounds, without written permission from the City. Any modifications, temporary or otherwise shall be submitted to the City for consideration.
6. Except for damage occurring during the Renter's events, the City shall be solely responsible for the maintenance, upkeep and repair of the building and grounds. The City shall insure the facilities are maintained in a safe and sanitary manner.
7. The Renter shall return the building and grounds used during their event(s) in the same condition in which they were provided, including cleaning of buildings used, grounds cleared of litter and debris and damage repaired. Renter shall be responsible to pick up, remove and haul away any waste, garbage, etc. from animals, participants and spectators from events. Any clean up performed by the City will be invoiced to the renter immediately following event.
8. The Renter shall provide the City of Portage a Certificate of Insurance no later than 10 days after adoption of this agreement with the City listed as an additional insured for the following minimum coverage limits

General Liability (per occurrence):	\$1,000,000
Personal & Advertising Injury:	\$500,000
Products-Completed Operations Aggregate:	\$1,000,000
Damage to Premises Rented:	\$50,000
Medical Expense:	\$5,000
General Aggregate:	\$1,000,000

9. Upon approval of the scheduled events, the Renter may check out a key to the Ag Building to allow access for events. Key must be returned to City within 72 hours following the final event date. If building is left open following an event or key is lost or stolen, Renter shall be invoiced any cost incurred by the City to lock facility or change building lock hardware. Cost to be invoiced may include: overtime hours to call employee in to lock building, new padlocks for doors, any damage within building from being left open, etc.)
10. Ag Building rental shall be \$100 per event date. Renter shall be granted a discount for multiple event dates of \$75 per day, to be paid at time of event approval and reservations.
11. Renter shall submit a completed rental form including contact information, dates requested, etc. at the Park and Recreation in order to reserve facility dates.

**IN WITNESS WHEREOF**, the parties hereto have executed this agreement at the City of Portage, Columbia County, Wisconsin.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**CITY OF PORTAGE**

**The Renter (Kayla Rinkel)**

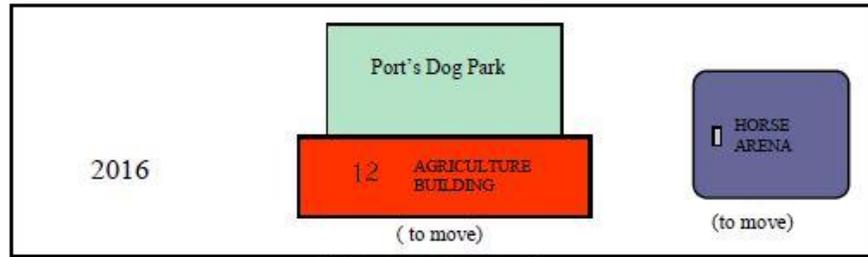
By: \_\_\_\_\_  
William F. Tierney, Mayor

By: \_\_\_\_\_

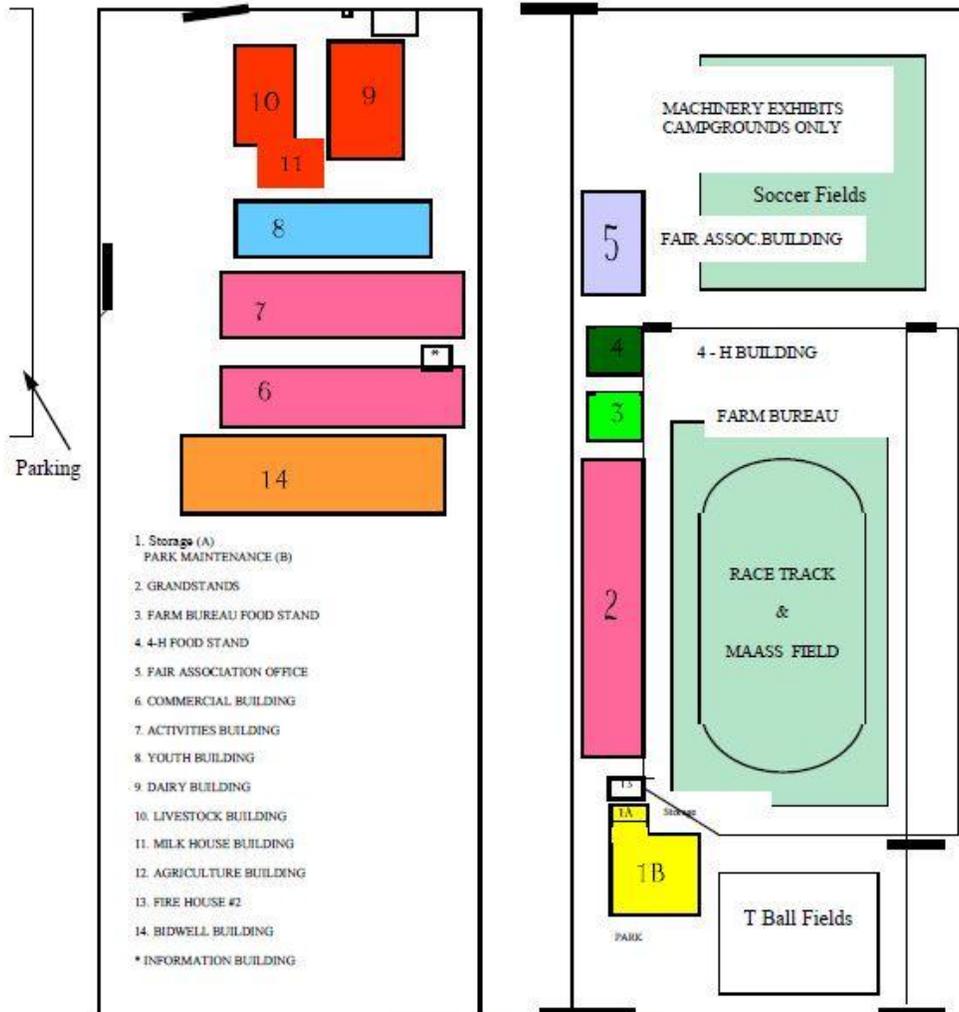
By: \_\_\_\_\_  
Marie A. Moe, Clerk

DRAFT

# VETERAN'S MEMORIAL FIELDS



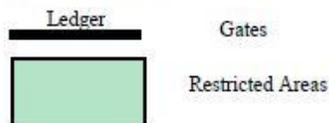
----- Griffith Street to be vacated -----



Parking

- 1. Storage (A)  
PARK MAINTENANCE (B)
- 2. GRANDSTANDS
- 3. FARM BUREAU FOOD STAND
- 4. 4-H FOOD STAND
- 5. FAIR ASSOCIATION OFFICE
- 6. COMMERCIAL BUILDING
- 7. ACTIVITIES BUILDING
- 8. YOUTH BUILDING
- 9. DAIRY BUILDING
- 10. LIVESTOCK BUILDING
- 11. MILK HOUSE BUILDING
- 12. AGRICULTURE BUILDING
- 13. FIRE HOUSE #2
- 14. BIDWELL BUILDING
- \* INFORMATION BUILDING

----- Townsend Street to be vacated -----





# Emergency Location

## In Case of Emergency

### Dial 911

(Non-Emergency # 608-742-2174)

You are located at:  
**Blue Star Park**  
**100 West Slifer**  
**Street**



Portage Parks and Recreation Department

806 Silver Lake Drive, Portage, WI 53901

608-742-2178