



PLEASE TAKE NOTICE that there will be a City of Lodi Parks Committee meeting held on Tuesday, March 3, 2020 at 6:00 pm in the Council Room, City Hall, 130 South Main Street, Lodi, WI.

Parks Committee Agenda

1. Call to Order
2. Public Input

Must state name and address. Must be limited to items not on the agenda. Limited to two minutes unless otherwise extended. Committee's role is to listen and not discuss the item. Personnel issues cannot be discussed nor individuals named. Committee is unable to take action at this meeting.

3. Approve Minutes From February 4, 2020

Documents:

[2-4-20 Parks Committee Meeting Minutes.pdf](#)

4. Parks Financials

Documents:

[1.31.2020 B. Hibbard Mem Balance Sheet.pdf](#)
[1.31.2020 Goeres Perpetual Balance Sheet.pdf](#)
[1.31.2020 Park Develop Balance Sheet.pdf](#)
[1.31.2020 Parks GF Income Stmt.pdf](#)
[1.31.2020 Pool Ops Balance Sheet.pdf](#)
[1.31.2020 Pool Ops Endowment Balance Sheet.pdf](#)
[1.31.2020 Pool Ops Income Stmt.pdf](#)
[1.31.2020 Strangeway Balance Sheet.pdf](#)
[1.31.2020 Strangeway Income Stmt.pdf](#)
[1.31.2020 Swim Pool Cap Proj Balance Sheet.pdf](#)

5. Presentation of Comprehensive Outdoor Recreation Plan (CORP)
Presented by Paul Skidmore

Documents:

[SPS - CORP - Final Public Informational Meeting Agenda 3.3.2020.Pdf](#)

6. Public Input to Comprehensive Outdoor Recreation Plan (CORP)
7. Recommendation on Bids for Spring Creek Retaining Wall Reconstruction

Documents:

[Ltr Of Recommendation 00080083.Pdf](#)

8. Discussion of T-ball Diamond at Park (Optimist/Sopha)
9. Discussion of Tree Cutting in Parks
10. Next Meeting Date and Agenda Items
*April 7 meeting will be at the Lodi Public Library (due to Spring Election)
11. Adjourn

Posted: _____

By: _____

To ensure a quorum, please inform the chair if you are unable to attend

**Members: Alders Hansen (Chair), Miller, Stevenson and
citizens Bilkey, Kelsey-Kloberdanz, Van Ness, Welch**

Notice is hereby given that a majority of the City of Lodi Common Council may be present at a meeting of the Parks Committee to gather information about subjects over which they have decision making responsibility. This constitutes a meeting of the city council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553, 494 N.W.2d 408 (1993), and must be noticed as such; although the City of Lodi Common Council will not take any formal action at this meeting.

**City of Lodi Parks Committee Meeting
Minutes of February 4, 2020**

1. Call to Order

Chair Hansen called meeting to order at 6:00 PM.

Committee Members Present: Rich Stevenson, Eric Hansen, Suzanne Miller, and Mikel Bilkey

Excused: Adele Van Ness, Letha Kelsey Kloberdanz, Bill Welch

Staff Present: Julie Ostrander, Kennan Buhr, Patrick Staszak and Sandy Bloechl

Others: Jim Ness, Shelly Paar came for item #11

2. Public Input. None

3. Introduction of Patrick Staszak (New Director of Operations)

4. Approve Minutes From December 3, 2019 and January 7, 2020 Meeting

MOTION (Stevenson/Bilkey) to amend December 3, 2019 minutes as follows:

Miller requested the committee acquire the Top of Lodi property and asked why they are not interested in using it for community or parkland development for a proposed revenue generating entity for the Parks Department.

Bilkey stated: "as far as I'm concerned, this issue is dead."

Stevenson said: "There isn't any money to add an additional park in Lodi."

This followed discussion regarding the property's viability as a community development project for the city.

The matter is currently in private hands. Motion carried.

MOTION (Stevenson/Miller) to approve the Amended Meeting minutes of December 3, 2019 and the minutes from the January 7, 2020 meeting. Motion carried.

5. Parks Financials

No discussion.

6. Discussion and Recommendation of Public Input Meeting for Revised CORP Plan

Bilkey explained that we have had an opportunity to review from the last meeting. Van Ness had completed her editing before the last meeting. The next step would be to have the public hearing. Hansen suggested moving forward since this is long overdue to complete. Stevenson suggested to have Paul Skidmore make the presentation at public hearing. It is recommended that we let Mr. Skidmore know that he needs to present the highlights and try to get an outline of what he plans on presenting to keep it short and to the point.

7. Update: Habermann Park – Restroom Improvements

Bilkey explained that taking the stalls out and having a custom-built door frame built will make the bathroom ADA compliant. Stevenson wanted to know if the soil stacks are in an appropriate place for ADA. Floor needs to be fixed up and then a new door if the door frame is customized. Stevenson would like to know how much we can do ourselves instead of contracting out. It was agreed that the city crew will do as much as possible, but professionals would be hired as needed.

8. Strangeway Fund Balance – Spring Creek Wall Repair

Buhr explained the it is going out for bids in this week's paper.

9. Balance of Goeres Perpetual Care Fund and Pool Operations Endowment Fund

Bilkey did have a discussion with Ted Goeres and verified that the interest from the Endowment Fund goes to operations. Nothing was decided for the Goeres Perpetual Care Fund. This item will be removed from the agenda in the future. Miller wants to know if we try to do a planned fund raiser such as a dance or haunted house at the Canning Company to add to the Goeres Perpetual Care Fund. Ostrander said that any fund raising would be added

to Park Development fund and not added to the Goeres fund. Stevenson suggested having some type of season ending party in the parks in the fall. Miller suggests Steampunk. Ostrander said that this should be a community group and not the city running suggested functions.

10. Request for Approval from OccuPaws to Reserve Habermann Park and Shelter

Motion (Bilkey/Stevenson) to recommend to Council if OccuPaws fills out the proper forms to reserve Habermann Park and Shelter on Sunday, June 14 for OccuPaws annual fundraiser. Motion carried.

11. Recommendation on Shelter Deposit for Concerts in the Park

Motion (Bilkey/Stevenson) to recommend to create a new resolution for Lodi Pride Concerts in the Park to council with Shelter Deposit for Concerts in the Park at \$25 per date the park is used. For 2020 the dates that have been selected are June 17, July 15 Aug 19 – 3rd Wednesday 3 30-minute time slots. Stevenson would like a new resolution with updated contact information and it should be looked at every year. Motion Carried.

Discussion was held regarding what would be a fair price to charge since they are dropping the number of dates considerably and \$25 per date was agreed.

12. Discuss Money for Long Pond, Goeres Park

Bilkey said the guy who he is trying to get an estimate from hasn't given him one. Stevenson suggests a budget request in the fall for 2021. Bilkey suggested that the committee figure out what needs to be done to repair it properly. Bilkey will take on the task of bringing numbers back for the next budget cycle.

13. Next Meeting Date and Agenda Item

The next meeting is scheduled for March 3, 2020 at 6:00 p.m. at City Hall. If Paul Skidmore comes that would be the agenda, if he has to come on a Thursday make that the date of the regular meeting.

14. Adjourn

MOTION (Stevenson/Bilkey) to adjourn at 7:00 p.m. Motion carried.

Minutes by Sandra Bloechl, Accounting Manager, Treas



**B. Hibbard Memorial 28871
Balance Sheet
For the Period Ending 1/31/2020**

Assets

Cash & Investments	\$6,851
Receivables:	
Accrued Receivables	
Total Assets	<u>6,851</u>

Liabilities

Advance from Other Funds	_____
Deferred Inflows of Resources	_____

Fund Balances (Deficits)

Restricted	3,623
Assigned	
Unassigned	3,228
Total Fund Balances (Deficits)	<u>6,851</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>6,851</u>



Goeres Perpetual Care 28874
Balance Sheet
For the Period Ending 1/31/2020

Assets

Cash & Investments	\$697
Receivables:	
Accrued Receivables	
Total Assets	<u>697</u>

Liabilities

Advance from Other Funds	_____
Deferred Inflows of Resources	_____

Fund Balances (Deficits)

Nonspendable	4,142
Restricted	
Assigned	
Unassigned	(3,445)
Total Fund Balances (Deficits)	<u>697</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>697</u>



Park Development 28229
Balance Sheet
For the Period Ending 1/31/2020

Assets

Cash & Investments	\$16,569
Receivables:	
Accrued Receivables	
Total Assets	<u>16,569</u>

Liabilities

Advance from Other Funds	_____
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Deferred Inflows of Resources

Fund Balances (Deficits)

Restricted	
Assigned	
Unassigned	16,569

Total Fund Balances (Deficits) **16,569**

Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits) **16,569**

28100
Parks
Income Statement Expenses
For the One Month Ending Friday, January 31, 2020

<u>Account Description</u>	<u>January</u>	<u>2020 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
Parks					
Parks PA Wages Straight Time	\$0	\$0	\$34,433	\$34,433	0%
Parks PA Wages Overtime	0	0	1,680	1,680	0%
Parks PA Employer Contrib Retirement	363	363	300	(63)	121%
Parks PA Employer Contrib FICA	0	0	1,609	1,609	0%
Parks PA Safety Coordinator	0	0	2,634	2,634	0%
Parks PA Elec Water Sewer Gas	337	337	6,360	6,023	5%
Parks Tennis Court Utilities	22	22	300	278	7%
Parks PA Fairground Ball Park Lights	13	13	612	599	2%
Parks PA Repair Maint Vehicle	0	0	1,500	1,500	0%
Parks PA Repair Maint Other	0	0	500	500	0%
Parks PA Repair Maint Tennis Courts	0	0	500	500	0%
Parks Tree Trimming and Planting	0	0	4,000	4,000	0%
Parks Operating Supplies	0	0	3,391	3,391	0%
Parks PA Repair or Maintenance	0	0	3,500	3,500	0%
Parks PA Minor Equipment	0	0	2,400	2,400	0%
Parks PA Raw Materials	0	0	2,800	2,800	0%
Parks PA Gas & Fuel	0	0	2,500	2,500	0%
Total Parks	736	736	69,019	68,283	1%
Recreation Programs & Events					
Recreation Programs & Events	0	0	4,200	4,200	0%
Total Recreation Programs & Events	0	0	4,200	4,200	0%
Total Park Expenses	736	736	73,219	72,483	1%



**Pool Operations 28223
Balance Sheet
For the Period Ending 1/31/2020**

Assets

Cash & Investments	\$9,704
Receivables:	
Current Property Taxes	65,533
Accrued Receivables	
Total Assets	<u>75,237</u>

Liabilities

Advance from Other Funds	_____
Deferred Inflows of Resources	_____

Fund Balances (Deficits)

Restricted	
Assigned	
Unassigned	10,444
Net Change in Fund Balance	64,793
Total Fund Balances (Deficits)	<u>75,237</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>75,237</u>



Pool Operations Endowment 28877
Balance Sheet
For the Period Ending 1/31/2020

Assets

Cash & Investments	\$105,762
Receivables:	
Accrued Receivables	
Total Assets	<u>105,762</u>

Liabilities

Advance from Other Funds	
Deferred Inflows of Resources	

Fund Balances (Deficits)

Restricted	
Assigned	
Unassigned	105,762
Total Fund Balances (Deficits)	<u>105,762</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>105,762</u>



Pool Operations 28223
Pool Operations
For the One Month Ending 1/31/2020

<u>Account Description</u>	<u>January</u>	<u>2020 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
REVENUE					
General Property Taxes	\$65,533.00	\$65,533.00	\$65,533.00		100%
Total Revenue	65,533.00	65,533.00	65,533.00		100%
EXPENSE					
Aquatic Program Wages			20,000.00	20,000.00	0%
Aquatic Program Employer Contributions			1,530.00	1,530.00	0%
Aquatic Program Operating Supplies			500.00	500.00	0%
Publications Subscriptions Dues			120.00	120.00	0%
Pool Maintenance Wages	13.52	13.52	12,000.00	11,986.48	0%
Pool Maintenance Overtime Wages			1,498.00	1,498.00	0%
Pool Maintenance Employer Contributions	3.72	3.72	2,433.00	2,429.28	0%
Pool Maintenance Contracted Services			300.00	300.00	0%
Pool Maintenance Safety Coordinator			1,340.00	1,340.00	0%
Pool Maintenance Elec Water Sewer Gas & Phone	723.25	723.25	15,000.00	14,276.75	5%
Pool Fund Raising Repair Maint Buildings			2,000.00	2,000.00	0%
Pool Maintenance Repair Maintenance Other			2,000.00	2,000.00	0%
Pool Maintenance Training Non-Labor			900.00	900.00	0%
Pool Maintenance Operating Supplies			1,800.00	1,800.00	0%
Pool Maintenance Chemicals			5,000.00	5,000.00	0%
Total Expense	740.49	740.49	66,421.00	65,680.51	1%
Net Income	64,792.51	64,792.51	(888.00)	(65,680.51)	(7,296%)



**Strangeway 28221
Balance Sheet
For the Period Ending 1/31/2020**

Assets

Cash & Investments	\$180,021
Receivables:	
Interest & Dividends Receivable	284
Accrued Receivables	
Total Assets	<u>180,305</u>

Liabilities

Advance from Other Funds	<u> </u>
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Deferred Inflows of Resources

<u> </u>

Fund Balances (Deficits)

Nonspendable	88,912
Restricted	
Assigned	
Unassigned	88,283
Net Change in Fund Balance	3,109
Total Fund Balances (Deficits)	<u>180,305</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>180,305</u>

**Strangeway 28221
Income Statement
For the One Month Ending 1/31/2020**

<u>Account Description</u>	<u>January</u>	<u>2020 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
REVENUE					
Park Reservations	\$540.00	\$540.00	\$1,850.00	\$1,310.00	29%
General Investment Fees			1,400.00	1,400.00	0%
Rent - Land for Communications Tower	<u>2,568.97</u>	<u>2,568.97</u>	<u>29,058.00</u>	<u>26,489.03</u>	<u>9%</u>
Total Revenue	<u>3,108.97</u>	<u>3,108.97</u>	<u>32,308.00</u>	<u>29,199.03</u>	<u>10%</u>
EXPENSE					
Park Upgrades			<u>1,000.00</u>	<u>1,000.00</u>	<u>0%</u>
Total Expense			<u>1,000.00</u>	<u>1,000.00</u>	<u>0%</u>
Net Income	<u><u>3,108.97</u></u>	<u><u>3,108.97</u></u>	<u><u>31,308.00</u></u>	<u><u>28,199.03</u></u>	<u><u>10%</u></u>



**Swim Pool Capital Project 28450
Balance Sheet
For the Period Ending 1/31/2020**

Assets

Cash & Investments	\$38,438
Receivables:	
Interest & Dividends Receivable	925
Accrued Receivables	
Total Assets	<u>39,363</u>

Liabilities

Advance from Other Funds	_____
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Deferred Inflows of Resources

Fund Balances (Deficits)

Restricted	
Assigned	
Unassigned	39,363
Total Fund Balances (Deficits)	<u>39,363</u>

Total Liabilities, Deferred Inflows of

Resources and Fund Balances (Deficits)	<u>39,363</u>
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City of Lodi Comprehensive Outdoor Recreation Plan

Final Public Informational Meeting Agenda

March 3, 2020

Plan Update Process

- I. Kick-off meeting (11/19/18)
- II. Background investigation
- III. Needs analysis and draft action plan preparation
- IV. Public information meetings
- V. Draft plan preparation
- VI. Public information meeting
- VII. Final plan preparation
- VIII. Final public informational meeting (3/3/2020)

Final Plan Elements

- I. Introduction
- II. Community Profile
- III. Existing Park and Recreation Areas
 - a. City areas
 - b. School areas
 - c. Private areas
- IV. Needs Analysis
 - a. Park land needs
 - b. Park service area needs
 - c. Park facility needs
 - d. Community needs/issues
- V. Proposed Improvements
 - a. Citywide Recommendations
 - b. Specific Park recommendations
 - c. Other Recommendations
 - d. Capital Improvements Program

Community Issues/Opportunities

- I. Park Land Deficiencies
- II. Park Service Area Deficiencies
- III. Park Facility Deficiencies
- IV. Community Opportunities
- V. Future Growth Areas
- VI. Multipurpose Trail Opportunities
- VII. Rental/Revenue Generation Opportunities
- VIII. Operations/Maintenance Costs
- IX. Security Issues



March 2, 2020

Pat Staszak, Director of Operations
City of Lodi
130 S. Main Street
Lodi, Wisconsin 53555

Re: 2020 Lodi Spring Creek Retaining Wall Reconstruction

Dear Mr. Staszak:

Two bids were received by qualified contractors on February 28, 2020. It is our recommendation that the low responsive bidder (listed below) be accepted and awarded for this project.

G-Pro Excavating LLC
PO Box 215
Montfort, WI 53569

Base Bid (East Wall):	\$136,912.50
Additive Alternate (West Wall):	\$97,147.01

An official Notice of Award will be sent for the Mayor to sign when the City has decided if they will do the base bid only, or the base bid and bid additive, as fits the City's budget.

Sincerely,

MSA Professional Services, Inc.

A handwritten signature in blue ink that reads "Kathy Jennings".

Kathy Jennings, P.E.
Project Manager

Enc.

1230 South Boulevard
Baraboo, WI 53913

P (608) 356-2771
TF (800) 362-4505
F (608) 356-2770

www.msa-ps.com

City of Lodi 2020 Lodi Spring Creek Retaining Wall Reconstruction (#6731316)

Owner: City of Lodi

Solicitor: MSA Professional Services, Inc - Baraboo

02/28/2020 11:00 AM CST

Section Title	Line Item	Item Description	UofM	Quantity	G-Pro Excavating LLC		H & H Civil Construction LLC	
					Unit Price	Extension	Unit Price	Extension
Base Bid (East Wall)								
		Mobilization, Bonds, and						
	1	Insurance	LS	1	\$11,000.00	\$11,000.00	\$32,100.00	\$32,100.00
	2	Erosion Control	LS	1	\$8,000.00	\$8,000.00	\$2,000.00	\$2,000.00
	3	Traffic Control	LS	1	\$500.00	\$500.00	\$1,360.00	\$1,360.00
	4	Turf Reinforcing Mat	SY	370	\$5.25	\$1,942.50	\$6.50	\$2,405.00
	5	Turf Restoration	SY	1200	\$6.00	\$7,200.00	\$4.50	\$5,400.00
	7	Install Dry Stack Limestone Wall	SF	1650	\$48.00	\$79,200.00	\$59.31	\$97,861.50
	8	Clear Stone Base	TON	100	\$26.00	\$2,600.00	\$22.30	\$2,230.00
	9	Filter Fabric	SY	400	\$2.50	\$1,000.00	\$1.03	\$412.00
	10	Geogrid	SY	370	\$4.00	\$1,480.00	\$5.86	\$2,168.20
	11	Granular Backfill	TON	150	\$24.00	\$3,600.00	\$25.98	\$3,897.00
	12	Rip Rap	LF	550	\$9.80	\$5,390.00	\$4.64	\$2,552.00
	13	Creek Dredging	CY	150	\$100.00	\$15,000.00	\$119.87	\$17,980.50
					Base Bid TOTAL:	\$136,912.50		\$170,366.20
Additive Alternate Bid (West Wall)								
	A1.	Erosion Control	LS	1	\$3,000.00	\$3,000.00	\$500.00	\$500.00
	A2.	Traffic Control	LS	1	\$0.01	\$0.01	\$1.00	\$1.00
	A3.	Turf Reinforcing Mat	SY	300	\$5.25	\$1,575.00	\$6.50	\$1,950.00
	A4.	Turf Restoration	SY	900	\$6.00	\$5,400.00	\$4.50	\$4,050.00
	A6.	Install Dry Stack Limestone Wall	SF	1320	\$55.00	\$72,600.00	\$66.58	\$87,885.60
	A7.	Clear Stone Base	TON	80	\$26.00	\$2,080.00	\$22.30	\$1,784.00
	A8.	Filter Fabric	SY	400	\$2.50	\$1,000.00	\$1.03	\$412.00
	A9.	Geogrid	SY	295	\$4.00	\$1,180.00	\$5.86	\$1,728.70
	A10.	Granular Backfill	TON	150	\$24.00	\$3,600.00	\$25.98	\$3,897.00
	A11.	Rip Rap	LF	440	\$9.80	\$4,312.00	\$4.64	\$2,041.60
	A12.	Grubbing Stumps	EA	3	\$800.00	\$2,400.00	\$1,000.00	\$3,000.00
					Additive Alternate Bid TOTAL:	\$97,147.01		\$107,249.90
					TOTAL:	\$234,059.51		\$277,616.10