

## AGENDA

CITY COUNCIL  
MONONA PUBLIC LIBRARY MUNICIPAL ROOM  
1000 NICHOLS ROAD  
MONDAY, MARCH 7, 2016  
7:30 P.M.

- A. Call to Order.
- B. Roll Call and Pledge of Allegiance.
- C. Approval of Minutes from February 15, 2016.
- D. Appearances.
  - 1. Library Director Erick Plumb, Regarding Amending the Library's Internet Use Policy.
- E. Public Hearing. (None)
- F. Consent Agenda.
  - 1. Approval of Application for a Temporary Operator License:
    - a. Michael W. O'Brien, Lake Monona 20K
  - 2. Approval of Applications for 2015/2016 Operator Licenses:
    - a. Erin L. White, East Side Club
    - b. Bryon D. Sande, Joe's Fire Station
    - c. Rudy A. Garcia, Speedway – Royal Avenue
    - d. Marco A. G. Ramirez, Speedway – Royal Avenue
  - 3. Approval of Applications for 2015/2017 Operator Licenses:
    - a. Eric J. Pledl, East Side Club
    - b. Teresa C. Schwerin, East Side Club
- G. Council Action Items.
  - 1. Unfinished Business.
    - a. Consideration of Resolution 16-2-2081 Approving a Contract with Schmidt's Auto, Inc. to Provide Towing and Impound Services (Police Chief).
    - b. Consideration of Ordinance 2-16-675 Amending Section 6-1-4 of the Code of Ordinances Regarding Sidewalk Assessments (Public Works Committee).
    - c. Consideration of Resolution 16-2-2079 Amending the Contract with Strand Associates for Bridge Road Reconstruction Design and Construction Administration Services (Public Works Committee).
  - 2. New Business.
    - \* a. Consideration of Resolution 16-3-2083 Approval of Participation in a Wisconsin Bureau of Transportation Safety Grant Titled "2016 Seatbelt Task Force Grant" (Police Chief).

\* Request for immediate action

- \*
  - b. Consideration of Resolution 16-3-2082 Award of Bid for Schluter Beach Improvement Project (Public Works Committee).
  - c. Consideration of Resolution 16-3-2085 Establishing a Special Assessment Schedule for Dredging of the Schluter Beach Channel (Public Works Committee).
  - d. Consideration of Ordinance 3-16-676 Amending the Official Traffic Map of the City of Monona for the Establishment of “No Parking This Side” and “No Parking Between Arrows” on Bridge Road (Public Works Committee).
  - e. Convene in Closed Session under Wisconsin Statute section 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Wisconsin Professional Police Association contract update and Metropolitan Lane real estate purchase) and section 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Recreation/Aquatic Supervisor).
  - f. Reconvene in Open Session Under Wisconsin Statute Section 19.85(2).
  - g. Consideration of Resolution 16-3-2086 A Resolution to Exercise an Option to Purchase Real Estate Located at 6320 & 6321 Metropolitan Lane (City Attorney).
  - h. Consideration of Resolution 16-3-2084 Revising the Title and Salary for the Recreation/ Aquatic Supervisor (Parks & Recreation Director).
- H. Reports of Committees, Commissions, Boards, Mayor, City Administrator, City Attorney, and Department Managers.
  - 1. Agendas, Supporting Documents, and Minutes are Available on the Monona Web Page – [www.mymonona.com](http://www.mymonona.com).
- I. Appointments.
  - 1. Election Inspectors, January 1, 2016 – December 31, 2017:
    - a. Bob Derry
    - b. Mary Murell
- J. Adjournment.

\*Request for immediate action

**NOTE:** Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number) Fax: (608) 222-9225 or through the City Police Department TDD telephone number 441-0399. The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business. It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice. POSTED March 4, 2016 on the City Hall, Library, and Community Center bulletin boards and on the City of Monona’s website mymonona.com.

## MONONA CITY COUNCIL MINUTES

February 15, 2016

The regular meeting of the Monona City Council was called to order by Mayor Miller at 7:31 p.m.

Present: Mayor Robert Miller, Alderpersons Kathy Thomas, Jim Busse, Doug Wood, Mary O'Connor, and Brian Holmquist

Excused: Alderperson Chad Speight

Also Present: City Administrator April Little, Police Chief Walter Ostrenga, Operations Lieutenant Curt Wiegel, Public Works Director Dan Stephany, and City Clerk Joan Andrusz

### ROLL CALL AND PLEDGE OF ALLEGIANCE

### APPROVAL OF MINUTES

A motion by Alder O'Connor, seconded by Alder Holmquist to approve the Minutes from the February 1, 2016 City Council meeting, was carried.

### APPEARANCES AND PUBLIC HEARING

There were no Appearances or Public Hearing.

### CONSENT AGENDA

A motion by Alder Wood, seconded by Alder O'Connor to approve the following, was carried:

1. Applications for 2015/2016 Operator Licenses:
  - b. Rachel L. Boldt, Mr Brews Taphouse
  - c. Allen T. Clark, Mr Brews Taphouse
  - d. Anthony M. Peters, Monona Mart
2. Applications for 2015/2017 Operator Licenses:
  - a. Benjamin G. Bittner, Shopko #32
  - b. Rachel M. Buck, Shopko #32
  - c. Susan L. Lines, Shopko #32
  - d. Donna K. Malin, Shopko #32
  - e. Lynn J. Shere, Shopko #32

### UNFINISHED BUSINESS

A motion by Alder Thomas, seconded by Alder Wood to Convene in Closed Session under Wisconsin Statute section 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Wisconsin Professional Police Association Contract). On a roll call vote, all members voted in favor of the motion.

Upon reconvening in Open Session:

A motion by Alder Wood, seconded by Alder Busse to remove from the table Consideration of Resolution 16-2-2077 Approving the Terms of Contract with Wisconsin Professional Police Association/Law Enforcement Employee Relations Division, was carried.

A motion by Alder Wood, seconded by Alder Busse to approve Resolution 16-2-2077 Approving the Terms of Contract with Wisconsin Professional Police Association/Law Enforcement Employee Relations Division with the provision that none of the Memorandums of Understanding are part of the contract. On a roll call vote, all members voted in favor of the motion.

### NEW BUSINESS

Alder Wood recused himself from the following vote as his partner is employed by Shopko.

A motion by Alder Thomas, seconded by Alder O'Connor to suspend the rules and take action on the 2015/2016 Class "A" Fermented Malt Beverage License Application for Shopko Holding Company, LLC d/b/a Shopko Store #32, 2101 West Broadway, Monona, Wisconsin, 53713, was carried.

City Clerk Andrusz explained Shopko's plan to have two pallets, or one pallet and one wire shelving unit, from which to sell packages of bottles and cans of unrefrigerated beer. Shopko agreed to move the location of the product to nearer the loss prevention office at the License Review Committee's request. Products were going to be located near the front doors where they would be easy to shoplift. Products will be under observation by store staff throughout the day and moved to a locked area after salable hours. Alder Wood reported managers have a password to use at the cash registers for sales.

Alder Thomas stated that retail businesses are struggling and the City wants to help. However, she has observed alcohol products accessible in several stores after salable hours, which aren't enforced. Walmart, Copps, and others used to adhere to the law. She requests a reminder be sent and that the License Review Committee discuss this. Alder Wood reported Copps has shopping carts across the entrance so patrons have to pass the cash registers to reach any alcohol.

A motion by Alder Thomas, seconded by Alder Holmquist to approve the 2015/2016 Class "A" Fermented Malt Beverage License Application for Shopko Holding Company, LLC d/b/a Shopko Store #32, 2101 West Broadway, Monona, Wisconsin, 53713, was carried.

A motion by Alder Wood, seconded by Alder Thomas to suspend the rules and take action on the 2015/2016 "Class A" Liquor (Cider Only) Application for PDQ Food Stores, Inc., d/b/a PDQ Store #123, 105 East Broadway, Monona, Wisconsin, 53716, was carried.

Alder Wood stated per statute it is mandatory for municipalities to allow this license to a business that already holds a Class "A" fermented malt beverage license.

A motion by Alder Wood, seconded by Alder Holmquist to approve the 2015/2016 "Class A" Liquor (Cider Only) Application for PDQ Food Stores, Inc., d/b/a PDQ Store #123, 105 East Broadway, Monona, Wisconsin, 53716, was carried.

A motion by Alder Thomas, seconded by Alder Holmquist to suspend the rules and take action on Resolution 16-2-2078 Purchase Approval of Two Police Vehicles, was carried.

Police Chief Ostrenga reported two older squad cars were graded by the mechanic as needing replacement as the maintenance costs were 37% to 38% of their value. One of the new vehicles will need a trailer

hitch to tow the speed trailer. \$10,000 will be needed for equipment. The vehicles need to be ordered by March 11.

A motion by Alder Holmquist, seconded by Alder Thomas to approve Resolution 16-2-2078 Purchase Approval of Two Police Vehicles. On a roll call vote, all members voted in favor of the motion.

Lieutenant Wiegel provided information on Resolution 16-2-2081 Approving a Contract with Schmidt's Auto, Inc. to Provide Towing and Impound Services. The current contract with Schmidt's has expired. Two bids were received. Schmidt's cost was lower and there has been a positive 10-year relationship with them.

Public Works Director Stephany provided information on Ordinance 2-16-675 Amending Section 6-1-4 of the Code of Ordinances Regarding Sidewalk Assessments. The Public Works Committee discussed this in September and approved the change for the City to pay the full cost of new sidewalks. The City Administrator had the City Attorney review this. Currently replacement curb and gutter is paid for by the City; the cost of new is split 60% by residents and 40% by the City.

Alder Busse stated this was tabled at tonight's Finance & Personnel Committee meeting to get an explanation on why this work should be done at no cost to residents and how commercial properties will be addressed. Alder Thomas stated the Public Works Committee agreed it's not fair to make people who live on a school route to pay for a community benefit. The intent was to cover single-family residential properties only. Commercial properties and apartments get benefits from sidewalks and should pay for them, but this needs clarification. Sidewalks should be considered when street engineering is planned.

Alder Wood stated the City will have final word on where sidewalks will be placed. Section E needs explanation and review by the City Attorney. Sidewalks won't be built all over the City, but some make sense for City-wide benefit. Alder Thomas stated curb and gutter should be installed throughout the City, but sidewalks need strategic placement. Cost and tree loss are causes for concern. Alder O'Connor stated walkability has had a lot of discussion lately, and sidewalks are logical to include in road projects on busy streets. Alder Holmquist stated study should be done on other techniques besides more engineering.

Public Works Director Stephany reviewed the contract inclusions in Resolution 16-2-2079 Amending the Contract with Strand Associates for Bridge Road Reconstruction Design and Construction Administration Services.

A motion by Alder Busse, seconded by Alder Wood to suspend the rules and take action on Resolution 16-2-2080 Approving a Contractor Agreement with Accurate Appraisal, LLC for Assessment and Revaluation Services, was carried.

City Administrator Little reported that at the last meeting Jim Danielson presented to the Council and services were compared between his and another bidder. The contract under consideration was reviewed and approved by the Finance Director and City Attorney and agreed to by Mr. Danielson. The 4-year contract itemizes the services that will be provided at no charge, the walk-throughs of one-quarter of the City in each of the years, and the data update of property cards including building permits. There is a 30-day notice of termination clause. Mayor Miller thanks City Administrator Little for her work on this.

A motion by Alder Busse, seconded by Alder O'Connor to approve Resolution 16-2-2080 Approving a Contractor Agreement with Accurate Appraisal, LLC for Assessment and Revaluation Services. On a roll call vote, all members voted in favor of the motion.

## REPORTS

Alder Holmquist reported an Ordinance addressing penalties for the possession of marijuana will be on the next Public Safety Commission agenda. Under consideration is reduction of the fine to \$1.00 plus court costs with juvenile penalties remaining as is, which is consistent with Dane County and other municipalities. Mayor Miller requests that the City Attorney be present for these discussions.

Alder Busse reported there will be no Plan Commission meeting next Monday.

City Clerk Andrusz reminds listeners of the Spring Primary election tomorrow and that photo ID is now required to vote.

Mayor Miller requests City Administrator Little perform a salary review and prepare a compensation plan for non-represented staff. Mass transit and the 911 call center need study by an ad hoc committee for budget input. He is sad to announce the passing of former Monona resident Ted Rogers, the son-in-law of Harold and Helen Polzer, and extends his condolences to the family.

## APPOINTMENTS

A motion by Alder O'Connor, seconded by Alder Holmquist to approve the following, was carried:

1. Linda McKamey, Election Inspector, January 1, 2016–December 31, 2017.
2. Kathleen Sticha, Chief Election Inspector, January 1, 2016–December 31, 2017.
3. Matthew Bittorf to the Community Media Committee (effective immediately – May 2018).
4. To the Sustainability Committee (effective immediately – May 2018):
  - a. Nina Catterall
  - b. Maureen Muldoon
  - c. Katherine Sommers

## ADJOURNMENT

A motion by Alder Wood, seconded by Alder Busse to adjourn, was carried. (8:31 p.m.)

Joan Andrusz  
City Clerk

**Resolution No. 16-2-2081  
Monona Common Council**

**A RESOLUTION APPROVING A CONTRACT WITH SCHMIDT'S AUTO, INC. TO  
PROVIDE TOWING AND IMPOUND SERVICES**

**WHEREAS**, the City is in need of a contractor to provide towing and impound services and has tendered a request for proposals to provide said services; and,

**WHEREAS**, Schmidt's Auto, Inc. responded to the request for proposals and was determined by staff to have submitted the proposal which best serves the interests of the City; and,

**WHEREAS**, Attorney Cole has reviewed the proposals received and recommends the Common Council accept the proposal of Schmidt's Auto and enter into a contract to provide such services; and,

**WHEREAS**, the Common Council accepts the recommendation of City Staff and Attorney Cole and finds it to be in the best interests of the City to enter into a contract with Schmidt's Auto to provide towing and impound services to the City in accordance with the City's request for proposals and the proposal of Schmidt's Auto.

**NOW THEREFORE**, the Common Council of the City of Monona, Dane County, Wisconsin, hereby resolves to accept the proposal of Schmidt's Auto to provide towing and impound services to the City as set forth in the City's request for proposals and the proposal of Schmidt's Auto.

**BE IT FURTHER RESOLVED** that the mayor and staff are authorized to enter into the attached contract with Schmidt's Auto to provide said services.

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

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Drafted By: Curtis Wiegel, Police Lieutenant – 2/2/16  
Approved As To Form By: William S. Cole, City Attorney – 2/4/16



## INDEPENDENT CONTRACTOR AGREEMENT

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**THIS AGREEMENT** is entered into effective as of the last date of signature by and between the City of Monona, a Wisconsin municipal corporation (hereinafter the "CITY") and the contractor identified below (hereinafter the "CONTRACTOR").

CONTRACTOR: Schmidt's Auto, Inc.  
ADDRESS: 1621 Beld Street  
CITY/STATE/ZIP CODE: Madison, WI 53715  
CONTRACTOR'S REPRESENTATIVE: John Schmidt

In consideration of the mutual covenants contained in this AGREEMENT and for other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, the parties agree as follows:

**1. SCOPE OF WORK.** The CITY hereby retains the CONTRACTOR, and the CONTRACTOR hereby accepts such engagement, to perform the following:

Provide towing, storage and impound of motor vehicles as described in the CITY's Request for Proposals for towing services dated December 14, 2015 (hereinafter the "RFP"), and the CONTRACTOR'S response dated January 28, 2016 (hereinafter the "RESPONSE"). The RFP and RESPONSE are hereby incorporated into this AGREEMENT as though set forth in full herein. In the event of any conflict between the provisions of this AGREEMENT and either or both the RFP and the RESPONSE, the provisions of this AGREEMENT shall control. In the event of any conflict between the provisions of the RFP and the RESPONSE, the provisions of the RFP shall control.

**2. CONSIDERATION.** In consideration of satisfactorily providing the services outlined in SECTION 1 of this AGREEMENT, the CONTRACTOR shall receive the following consideration:

1. Towing vehicles to legal parking space
  - Vehicles up to 8,000 lbs. \$ 40.00
  - Vehicles 8,000 lbs.-15,000 lbs. \$ 40.00
  - Vehicles 15,000 lbs.-80,000 lbs. \$100.00
2. Towing abandoned or impounded vehicles to Bidder owned lot
  - Vehicles up to 8,000 lbs. No charge
  - Vehicles 8,000 lbs.-15,000 lbs. No charge
  - Vehicles 15,000 lbs.-80,000 lbs. No charge
3. Towing "City" owned vehicles
  - Vehicles up to 8,000 lbs. (Passenger cars) \$ 40.00/hr\*
  - Vehicles 8,000 lbs.-15,000 lbs. \$ 50.00/hr\*
  - Vehicles 15,000 lbs.-80,000 lbs. \$100.00/hr\*
4. Cancellation fee after authorization to tow
  - During regular business hours: M-F, 8-5 \$ 20.00
  - After hours, weekends and holidays \$ 20.00

5.	Storage Charges	
	Automobiles and Trucks	\$ 35.00/day
	Motorcycles and Mopeds	\$ 15.00/day
6.	Minor Fluid Leak Clean Up with no-tow	\$ 40.00
	With Tow	No charge

\*Billable in 15 minute increments

The CITY will not provide any fringe benefits. The CONTRACTOR agrees to provide monthly billings in a form acceptable to the CITY. Payment shall be due 30 days after the date of invoice.

**3. TERM/TERMINATION.** The term of this AGREEMENT shall commence on March 7, 2016, and terminate on March 7, 2018. Immediately upon completion of the above term, this AGREEMENT shall automatically renew under identical provisions for two subsequent one year terms, unless at least 90 days prior to the termination date of any such additional term, either party gives written notice to the other of its intention to terminate this AGREEMENT upon termination of the then current term. Notwithstanding the previous two sentences, the CITY reserves the right to terminate this AGREEMENT at any time for the convenience of the CITY upon 30 days written notice to the CONTRACTOR. In the event of termination, the CITY will pay the CONTRACTOR for all satisfactorily completed services prior to termination of this AGREEMENT.

**4. REPRESENTATIVES.**

A. CONTRACTOR’S REPRESENTATIVE: The CONTRACTOR agrees that all services and activities performed pursuant to this AGREEMENT will be coordinated and directed by the CONTRACTOR’S REPRESENTATIVE. In the event the CONTRACTOR’S REPRESENTATIVE is unable to serve in the above-described capacity, the CITY may accept another CONTRACTOR’S REPRESENTATIVE or terminate this AGREEMENT, at its option.

B. CITY’S REPRESENTATIVE: All dealings between the CITY and the CONTRACTOR with respect to the subject matter of this AGREEMENT shall be with the CITY ADMINISTRATOR unless otherwise indicated here: Chief of Police.

**5. INDEPENDENT CONTRACTOR STATUS.** The parties agree that the relationship of the CONTRACTOR to the CITY created by this AGREEMENT shall at all times be that of an independent contractor. The CITY expressly relies upon the professional judgment of the CONTRACTOR in determining the means by which its obligations under this AGREEMENT shall be performed. The CONTRACTOR shall not be deemed an employee for any purpose (including Federal or State tax purposes) nor be entitled to participate in any plans, arrangements or distributions made by the CITY pertaining to or in connection with any bonus, health or other insurance plan or pension or profit sharing plan maintained by the CITY for the benefit of its employees. Any persons whom the CONTRACTOR provides for service under this AGREEMENT are employees and/or the responsibility of the CONTRACTOR and are not employees or the responsibility of the CITY. The CONTRACTOR shall not, at any time, represent itself to be anything other than an independent contractor with regard to the CITY. The CONTRACTOR shall be solely responsible for all federal and state obligations resulting from all payments received including, but not limited to, State and Federal income taxes and social security taxes.

Neither party shall be considered the agent of the other and absent further written authorization, neither party has general authority to enter into contracts, assume any obligation or make any warranties or representations on behalf of the other.

The CONTRACTOR hereby agrees to furnish the CITY with its taxpayer identification number (or

social security number) prior to commencement of work under this AGREEMENT. Failure or delay in furnishing social security numbers or taxpayer identification numbers may result in the withholding of amounts due to the CONTRACTOR from the CITY.

**6. INDEMNITY.** The CONTRACTOR agrees to indemnify, hold harmless and defend the CITY, its elected and appointed officials, officers, employees and agents from any and all claims, suits, damages, losses, and expenses, including but not limited to reasonable attorneys fees, arising out of or resulting from the CONTRACTOR's performance of, or failure to perform, the work provided under this AGREEMENT, but only to the extent caused in whole or in part by the negligent acts or omissions of the CONTRACTOR, or anyone acting under its direction or control, or on its behalf. This indemnity provision shall survive the termination or expiration of this AGREEMENT. The CONTRACTOR shall reimburse the CITY, its elected and appointed officials, officers, employees and agents for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

**7. INSURANCE.** Unless otherwise specified in this AGREEMENT, the CONTRACTOR shall, at its sole expense, maintain in effect at all times during the performance of the work under this AGREEMENT insurance coverage of at least as set forth in Exhibit A attached hereto.

**8. PROJECT DOCUMENTS AND REPORTS.** All documents and reports, estimates, and graphics generated pursuant to this AGREEMENT, completed or partially completed, shall become the property of the CITY upon completion or termination of this AGREEMENT.

Following termination of this AGREEMENT for any reason, it is mutually agreed all documents and reports, estimates, and graphics may be used by the CITY as it sees fit, or by another consultant retained by the CITY for the purpose of proceeding with the project without further or additional obligation or compensation to the CONTRACTOR. The CONTRACTOR is not responsible for the re-use of any documents pertaining to this AGREEMENT, which shall be at the CITY'S sole risk, except as to any errors or omissions for which the CONTRACTOR would be liable without regard to the secondary use of the documents.

Subject to the provisions of Wisconsin's Open Records Law, the CITY shall at all times reserve the right to release all information concerning the project, as well as the time, form and content of the information. Within 10 days of request by the CITY, the CONTRACTOR shall provide to the CITY, any and all documents in the CONTRACTOR'S possession or control pertaining to the work performed pursuant to this AGREEMENT, which are subject to release under Wisconsin's Open Records Law. The CONTRACTOR agrees to indemnify the CITY and pay any and all costs, expenses (including reasonable attorney fees), fees, and damages incurred by, or assessed against, the CITY which arise or result from a failure by the CONTRACTOR to timely provide all such documents to the CITY. This reservation and indemnity shall survive the expiration or termination of this AGREEMENT.

**9. MISCELLANEOUS PROVISIONS.**

A. **ENTIRE AGREEMENT:** This AGREEMENT supersedes any and all agreements previously made between the parties relating to the subject matter of this AGREEMENT and there are no understandings or agreements other than those incorporated in this AGREEMENT. This AGREEMENT may not be modified except by an instrument in writing duly executed by all the parties.

B. **PARTIES BOUND:** This AGREEMENT shall be binding upon and inure to the benefit of the parties and their respective heirs, legal representatives, successors and assigns. It is expressly understood the CONTRACTOR may not assign any rights or obligations under this AGREEMENT without the prior written consent of the CITY.

C. **GOVERNING LAW AND VENUE:** This AGREEMENT shall be governed by, construed and interpreted in accordance with the law of the State of Wisconsin. Any legal action arising out of this

AGREEMENT shall be venued in Dane County, Wisconsin.

D. HEADINGS AND REFERENCES: The headings used in this AGREEMENT are for convenience only and shall not constitute a part of this AGREEMENT. Unless the context clearly requires otherwise, all references to subdivisions are to subdivisions of this AGREEMENT.

E. SEVERABILITY: If any provision of this AGREEMENT shall under any circumstances be deemed invalid or inoperative, this AGREEMENT shall be construed with the valid or inoperative provision deleted and the rights and obligations construed and enforced accordingly.

F. NOTICE: Notices shall be deemed delivered as of the date of postmark if sent by certified mail, postage prepaid. Notices to the CITY shall be addressed to the CITY'S REPRESENTATIVE identified in paragraph 4.B., City of Monona, 5211 Schluter Road, Monona, WI 53716. Notices to the CONTRACTOR shall be addressed to the CONTRACTOR'S REPRESENTATIVE at the address identified on page 1.

G. SAFETY AND SECURITY: The CONTRACTOR shall execute and maintain its work so as to avoid injury or damage to any person or property. The CONTRACTOR shall implement all reasonable safety measures applicable to the work contracted herein. In carrying out its work, the CONTRACTOR shall at all times exercise all necessary precautions for the safety of its employees appropriate to the nature of the work and the conditions under which the work is to be performed, and be in compliance with all applicable federal, state and local legal requirements.

H. DELAYS AND WAIVER: The failure of any party to insist in any one or more instances upon the performance of any of the terms, covenants or conditions of this AGREEMENT shall not be construed as a waiver or relinquishment of the future performance of any other term, covenant or condition, but the defaulting party's obligation with respect to future performance of any other terms shall continue in full force and effect. The failure of any party to take any action permitted by this AGREEMENT to be taken by it shall not be construed as a waiver or relinquishment of its right thereafter to take such action.

I. NEUTRAL CONSTRUCTION: The parties acknowledge that this AGREEMENT is the product of negotiations between the parties and that, prior to the execution hereof, each party has had full and adequate opportunity to have it reviewed by, and to obtain the advice of, its own legal counsel. Nothing in this AGREEMENT shall be construed more strictly for or against either party because that party's attorney drafted this AGREEMENT or any part hereof.

J. FORCE MAJEURE. Neither party shall be liable for any failure or delay in performance under this AGREEMENT to the extent said failures or delays are proximately caused by causes beyond that party's reasonable control and occurring without its fault or negligence, provided that, as a condition to the claim of nonliability, the party experiencing the difficulty shall give the other prompt written notice, with full details following the occurrence of the cause relied upon. Dates by which performance obligations are scheduled to be met will be extended for a period of time equal to the time lost due to any delay so caused.

SIGNATURE PAGE TO FOLLOW.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT effective as of the last date of signature below.

**CITY OF MONONA**

By: \_\_\_\_\_  
Robert Miller, Mayor

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
Joan Andrusz, City Clerk

\_\_\_\_\_  
Date

**APPROVED AS TO SUFFICIENCY OF FUNDS**

\_\_\_\_\_  
April Little, City Administrator

\_\_\_\_\_  
Date

**CONTRACTOR**

By: \_\_\_\_\_  
John N. Schmidt

\_\_\_\_\_  
Date

\_\_\_\_\_ (Title)

## **EXHIBIT A INSURANCE REQUIREMENTS**

Unless otherwise specified in this AGREEMENT, the CONTRACTOR shall, at its sole expense, maintain in effect at all times during the performance of the work, insurance coverage with limits not less than those set forth below with insurers and under forms of policies set forth below.

**Worker's Compensation and Employer's Liability Insurance**—The CONTRACTOR shall cover or insure under the applicable labor laws relating to worker's compensation insurance, all of its employees in accordance with the laws in the State of Wisconsin. The CONTRACTOR shall provide statutory coverage for work related injuries and employer's liability insurance with limits of \$1,000,000 each accident, \$1,000,000 disease (policy limit), and \$1,000,000 disease (each employee).

**Commercial General Liability and Automobile Liability Insurance**—The CONTRACTOR shall provide and maintain the following commercial general liability and automobile liability insurance:

**Coverage**—Coverage for commercial general liability and automobile liability insurance shall be at least as broad as the following:

1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 0001)
2. Insurance Services Office (ISO) Business Auto Coverage (Form CA 0001), covering Symbol 1 (any vehicle)

**Limits**—The CONTRACTOR shall maintain limits no less than the following:

1. General Liability—One million dollars (\$1,000,000) per occurrence (\$2,000,000 general aggregate if applicable) for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the project/location (with the ISO CG 2503, or ISO CG 2504, or insurer's equivalent endorsement provided to the CITY) or the general aggregate including product-completed operations aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability—One million dollars (\$1,000,000) for bodily injury and property damage per occurrence limit covering all vehicles to be used in relationship to the AGREEMENT.

**Required Provisions**—The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The CITY, its elected and appointed officials, officers, employees or authorized representatives or volunteers are to be given additional insured status (via ISO endorsement CG 2010, CG 2033, or insurer's equivalent for general liability coverage) as respects: liability arising out of activities performed by or on behalf of the CONTRACTOR; products and completed operations of the CONTRACTOR; premises occupied or used by the CONTRACTOR; and vehicles owned, leased, hired or borrowed by the CONTRACTOR. The coverage shall contain no special limitations on the scope of protection afforded to the CITY, its elected and appointed officials, officers, employees or authorized representatives or volunteers.
2. For any claims related to this project, the CONTRACTOR'S insurance shall be primary insurance as respects the CITY, its elected and appointed officials, officers, employees or authorized representatives or volunteers. Any insurance, self-insurance, or other coverage maintained by the CITY, its elected and appointed officials, officers, employees or authorized representatives or volunteers shall not contribute to it.

3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the CITY, its elected and appointed officials, officers, employees or authorized representatives or volunteers.
4. The CONTRACTOR'S insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Each insurance policy required by this AGREEMENT shall state, or be endorsed to state, that coverage shall not be canceled by the insurance carrier or the CONTRACTOR, except after sixty (60) days (10 days for non-payment of premium) prior written notice by U.S. mail has been given to the CITY.
6. Such liability insurance shall indemnify the CITY against loss from liability imposed by law upon, or assumed under contract by, the CONTRACTOR for damages on account of such bodily injury (including death), property damage, personal injury, completed operations, and products liability.
7. The general liability policy shall cover bodily injury and property damage liability, owned and non-owned equipment and blanket contractual liability. The automobile liability policy shall cover all owned, non-owned, and hired vehicles. All of the insurance shall be provided on policy forms and through companies satisfactory to the CITY, and shall have a minimum A.M. Best's rating of A-VII.

**Deductibles and Self-Insured Retentions**—Any deductible or self-insured retention must be declared to and approved by the CITY. At the option of the CITY, the insurer shall either reduce or eliminate such deductibles or self-insured retentions.

**Evidences of Insurance**—Prior to the CONTRACTOR'S commencement of work under the AGREEMENT, the CONTRACTOR shall file with the CITY a certificate of insurance (Acord Form 25-S or equivalent) signed by the insurer's representative evidencing the coverage required by this AGREEMENT. Such evidence **shall include** an additional insured endorsement signed by the insurer's representative. Such evidence shall also include confirmation that coverage includes or has been modified to include all required provisions 1-7.

The CONTRACTOR shall, upon demand of the CITY, deliver to the CITY such policy or policies of insurance and the receipts for payment of premiums thereon.

**Sub-Contractors**—In the event that the CONTRACTOR employs other contractors (sub-contractors) as part of the work covered by this AGREEMENT, it shall be the CONTRACTOR'S responsibility to require and confirm that each sub-contractor meets the minimum insurance requirements specified above.

**Ordinance No. 2-16-675  
Monona Common Council**

**AN ORDINANCE AMENDING SECTION 6-1-4 OF THE CODE OF ORDINANCES  
REGARDING SIDEWALK ASSESSMENTS**

**WHEREAS**, 6-1-4 (e) (1) of the Code of Ordinances currently states the full cost of the construction of all sidewalks abutting on privately owned property shall be paid by the abutting property owner; and,

**WHEREAS**, the Public Works Committee discussed the Sidewalk Assessment and Repair Policy at its September 2, 2015 meeting and feels the City should pay the full cost of construction to encourage sidewalk installation in the City because sidewalks are a public good, and because it is dangerous in certain areas for pedestrians to be walking in City streets; and,

**WHEREAS**, the Public Works Committee recommends that 6-1-4 (e) (1) be changed to state the full cost of the construction of all sidewalks abutting on privately owned property shall be paid by the City.

**NOW, THEREFORE**, the Common Council of the City of Monona, Dane County, Wisconsin, do ordain as follows:

**SECTION 1.** Section 6-1-4 (e) (1) of the Code of Ordinances is hereby amended to read as follows:

**(e) Assessment and Repair Policy – Sidewalks**

- (1) The full cost of construction of all sidewalks abutting on privately owned property shall be paid by the City and this policy shall apply to both front and side frontages on all corner lots in the City as well as to interior lots. The costs of all crosswalks shall be paid in full by the City. All sidewalks shall be kept in repair by and at the expense of the City, except as provided in Subsection (e) (2).

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

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Approval Recommended By: Public Works Committee – 9/2/15  
Drafted By: Daniel J. Stephany, Director of Public Works  
Approved As To Form By: William S. Cole, City Attorney

Council Action:  
Date Introduced: 2-15-16  
Date Approved: \_\_\_\_\_  
Date Disapproved: \_\_\_\_\_

**Sec. 6-1-4 Construction of Sidewalks and Streets.**

(This section amended per Ordinance 2-10-612, adopted Feb. 15, 2010.)

(a) **City Engineer to Establish.** New and reconstructed sidewalks shall be of concrete, and constructed in substantial accordance with the specifications prescribed by the City Engineer.

(b) **Driveway Approaches.** Driveway approaches must be established for each lot in advance of the sidewalk construction and shall be clearly marked on the plans.

(c) **Grade for Sidewalks; Locations.**

(1) Whenever the Council shall order construction of a sidewalk, the City Engineer shall immediately survey and stake out the location and grade of the same if a grade has been established; and where no grade has been established as ascertained by the records, the Engineer shall prepare and report a grade for the approval of the Council, and when the same shall be established shall stake out the sidewalk as ordered by the Council. No sidewalk shall be laid under this Section until a grade therefore has been established by the Council. No person shall construct any sidewalk except in accordance with such approved location and established grade, except with the permission of the Council.

(d) **Construction and Repair of Sidewalks.** The provisions of Sec. 66.0907, Wis. Stats., relating to the construction and repair of City sidewalks so far as applicable to the City, are adopted by reference.

(e) **Assessment and Repair Policy - Sidewalks.**

→ (1) The full cost of the construction of all sidewalks abutting on privately owned property shall be paid by the ~~abutting property owner~~ City and this policy shall apply to both front and side frontages on all corner lots in the City as well as to interior lots. The costs of all crosswalks shall be paid in full by the City. All sidewalks shall be kept in repair by and at the expense of the City, except as provided in Subsection (e)(2).

(2) When an existing sidewalk in areas zoned other than for one (1) or two (2) family dwellings falls into disrepair to the extent that replacement of the sidewalk becomes necessary, the full cost of such replacement shall be assessed to the abutting property owner.

(3) Notwithstanding any other provision of this Code of Ordinances to the contrary, payment for the cost of sidewalk construction may be, at the option of the Common Council, extended over a period of time not to exceed five (5) years.

**From:** William S. Cole - Work [mailto:wcole@execpc.com]  
**Sent:** Wednesday, January 13, 2016 3:23 PM  
**To:** April Little  
**Cc:** Daniel Stephany  
**Subject:** RE: sidewalk assessment policy

Hi April,

You are not off base. It is a valid concern. As drafted, the ordinance applies to all private property, not just residential. However, we would be able to work around your concern. We would not require sidewalks in industrial districts. I believe all the commercial and institutional districts already have sidewalks in place. The only areas I know of that do not currently have sidewalks are zoned residential. The Riverfront is zoned CDD so we could require the developer(s) to pay for sidewalks as part of the zoning approval process. Additionally, with TIF redevelopments such as the Riverfront, we require the developer to do all sorts of things in order to get the financial assistance, they are not otherwise required to do. I would simply include a provision in the developer agreement requiring them to pay for the sidewalk construction notwithstanding the sidewalk ordinance.

Realistically, I think the only scenario where the issue would arise is if a developer purchased several built out residential lots in an area with no current sidewalks, tore the homes down and built a large residential development. In that scenario the ordinance would require the city to pay 100% of the sidewalk cost and we would have no zoning or contractual way to require the developer to pay for it. We could change the ordinance, but then we face the risk of being sued on the claim that we are treating them differently in violation of Equal Protection, and that they have a vested right to develop under the ordinance in place at the time they submitted their complete plans. However, in that type of development I think Ald. Thomas' point is the city should pay for the sidewalk to get pedestrians off the street.

Frankly, in my view, I would rather delete section (e) altogether. Section (d) adopts section 66.0907 of the state statutes. That statute says we specially assess 100% of the cost of construction and repair of sidewalks against the adjoining property, UNLESS we decide the city should pay a certain portion. That gives the council flexibility to change the assessment levels on a case by case basis depending on safety needs, the specific area, etc. However, I certainly recognize that flexibility can lead to a perception of unfairness and leaving section (e) in gives people an understanding that everyone is treated the same.

Otherwise, the ordinance is fine as drafted.

Bill

*William S. Cole*

2945 Triverton Pike Drive, Suite 101  
Fitchburg, Wisconsin 53711-7508  
608/221-0079  
608/221-7335 FAX  
[wcole@execpc.com](mailto:wcole@execpc.com)

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**From:** April Little [<mailto:alittle@ci.monona.wi.us>]  
**Sent:** Wednesday, January 13, 2016 10:00 AM  
**To:** William S. Cole - Work  
**Cc:** Daniel Stephany  
**Subject:** FW: sidewalk assessment policy

Hi Bill – please see attached amendment, for review. Following is the discussion from Public Works Committee:

5B: Sidewalk assessment policy review – The current sidewalk assessment ordinance was included in the packet for committee review. Currently, residential properties are assessed one hundred percent for new sidewalks. Sidewalks provide a public good by getting pedestrians out of the street. Once sidewalks are added, the property owner is required to remove the snow from the sidewalk. Removing the financial burden from the property owner may be a selling point, to encourage sidewalks in certain areas. There are some streets in the City where it makes sense to have sidewalks, because it is dangerous for people to be walking on the streets.

A motion was made by Mr. McConnell, and seconded by Ms. Busse to recommend to City Council to change the current sidewalk assessment ordinance for residential properties only, and discontinue the assessment for the cost of new sidewalk installation, was carried.

My question is: it seems the intent is to cover **residential** properties only. But I'm wondering if we have a major redevelopment project such as the riverfront triangle; should we preserve our right to assess for such initial sidewalk installation as part of the developer agreement? Otherwise it could be expensive. It seemed to me like maybe the language was a bit fuzzy here and could be clearer. E1 says "all privately owned property."

Or, heck maybe I'm off base!

This is for the Feb. 15 City Council. Thank you.

April Little, City of Monona

**Resolution No. 16-2-2079  
Monona Common Council**

**A RESOLUTION AMENDING THE CONTRACT WITH STRAND ASSOCIATES  
FOR BRIDGE ROAD RECONSTRUCTION DESIGN AND  
CONSTRUCTION ADMINISTRATION SERVICES**

**WHEREAS**, Strand Associates is currently under contract to complete design and construction administration services for the Bridge Road Reconstruction Project and the Library parking lot reconstruction design; and,

**WHEREAS**, the 2016 Capital Budget includes an allocation of \$260,000 to complete design services for the 2017 Road Reconstruction Project; and,

**WHEREAS**, the public works department staff is seeking approval to amend the current Bridge Road Reconstruction services contract with Strand Associates to incorporate design services for the 2017 Road Reconstruction Project in order to maximize project efficiencies (reduced permit costs, fewer projects out for bid, better project coordination, etc.), based on the staff's familiarity with nearly a dozen Strand staff and Strand's successful design and management of numerous large-scale, high-cost projects for the City in the recent past; and,

**WHEREAS**, the amendment request includes an additional 2016 design services expense of \$247,900 (combined total \$331,000), and an additional 2017 construction-related service expenses of \$219,000 (combined total \$291,000); and,

**WHEREAS**, the combined project will be referred to as the "2017 Road Reconstruction Project"; and,

**WHEREAS**, the Public Works Committee reviewed this topic at its February 3, 2016 meeting and has recommended approval of the amendment to the Bridge Road Reconstruction services contract with Strand Associates to complete design services for a combined 2016 expense of \$331,000, and to complete 2017 construction services for a combined expense of \$291,000.

**NOW, THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Monona, Dane County, Wisconsin hereby approves amending the Bridge Road Reconstruction services contract with Strand Associates as follows:

1. To include the additional Scope of Services outlined in the proposal.
2. To increase the total cost, based on the additional Scope of Services, to \$331,000 in 2016 for design services and \$291,000 in 2017 for construction-related services.
3. To change the project name to "2017 Road Reconstruction Project."

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Approval Recommended By: Public Works Committee – 2/3/16

Council Action:

Date Introduced: 2-15-16

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

Date Disapproved: \_\_\_\_\_

**City of Monona**  
**POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
		Resolution No. <b>16-2-2079</b>
		Ordinance Amendment No. _____

**Title:**  
 Bridge Road Reconstruction Design Contract Amendment

**Policy Analysis Statement:**

**Brief Description Of Proposal:**

Strand Associates is currently under contract to complete design services for the Bridge Road Reconstruction Project for the amount of \$83,100. The attached proposal is an amendment to the Bridge Road design contract that would include design and bidding-related services for Bridge Road reconstruction, Well 2 parking lot design (originally scheduled for 2017 construction), and the roads listed for reconstruction in 2017: Tonyawatha from Winnequah to Progressive, Schultz from Tonyawatha to Winnequah, Dean from Winnequah to Tonyawatha, Progressive from Tonyawatha to Winnequah, and McKenna from Dean to Greenway. The reconstruction of the library parking lot would be part of the 2017 bid, as Strand is completing this design as well.

**Current Policy Or Practice:**

Design services for the 2017 road reconstruction project are accounted for in the 2016 Capital Budget.

Approved Capital Budget - Bridge Road Design Services: \$83,100  
 Approved Capital Budget - Local Road Reconstruction Design Services: \$260,000  
 Total Approved Funding for Design: \$343,100

**Impact Of Adopting Proposal:**

Proposed additional design costs: \$247,900 (\$331,000 total)  
 Capital Budget Allocation for Design: \$343,100  
 Expected Capital Budget Balance: \$12,100

The remaining balance will be used to cover permit expenses, and complete any needed testing or analysis.

2017 Capital Budget – Combined Construction Related Services: \$291,000

**Fiscal Estimate:**

**Fiscal Effect (check/circle all that apply)**

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Increases expenditures
- Increases revenues
- Increases/decreases fund balance: Capital Fund.

**Budget Effect:**

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget
- Budget amendment required

**Vote Required:**

- Majority
- Two-Thirds

**Narrative/assumptions About Long Range Fiscal Effect:**

**Expenditure/Revenue Changes:**

Budget Amendment No.				No Budget Amendment Required <input checked="" type="checkbox"/>				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
400	57	57330	983	Bridge Road Reconstruction Design	\$83,100			\$83,100
400	57	57330	987	Local Road Reconstruction Design	\$260,000			\$260,000

**Prepared By:**

Department: Public Works Prepared By: Daniel Stephany, Dir Public Works Reviewed By: Marc Houtakker, Finance Director	Date: January 29, 2016 Date: February 10, 2016
-----------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------

Amendment No. 1 to Task Order No. 15-06  
City of Monona, Wisconsin (CITY)  
and Strand Associates, Inc.® (CONTRACTOR)  
Pursuant to INDEPENDENT CONTRACT AGREEMENT  
for Municipal Engineering Services dated April 13, 2012

This is Amendment No. 1 to the referenced Task Order.

Project Name: Bridge Road Reconstruction

**Under Project Information,**

REPLACE Project Name with the following:

“Project Name: 2017 Local Road Reconstruction”

REPLACE Services Description with the following:

“Provide engineering services for the reconstruction of Bridge Road from West Broadway Road to the Yahara River Bridge Crossing, Tonyawatha Trail from Winnequah Road to Progressive Lane, Schultz Place from Tonyawatha Trail to Winnequah Road, Dean Avenue from Tonyawatha Trail to Winnequah Road, Progressive Place from Tonyawatha Trail to Winnequah Road, McKenna Road from Dean Avenue to Greenway Road, and parking and site improvements at Well No. 2.”

**Under Scope of Services,**

REPLACE Design Services in its entirety with the following:

- “1. Conduct a topographic survey for the project and including approximately 2,000 linear feet (lf) along Bridge Road, 2,400 lf along Tonyawatha Trail, 380 lf along Schultz Place, 650 lf along Dean Avenue, 270 lf along Progressive Place and 1,270 lf along McKenna Road. Provide topographic site survey around Well No. 2. for driveway and parking improvements.
2. Design new water main and storm sewer along Bridge Road and show on the plan and profile drawings. This includes water main design from Winnequah Road to the south side of West Broadway Avenue. Design new water main and line existing sanitary sewer along Tonyawatha Trail, Schultz Place, Dean Avenue, Progressive Place, and McKenna Road and show on the plan and profile drawings. Design intersection storm water improvements along Tonyawatha Trail, Schultz Place, Dean Avenue, and Progressive Place. Design new asphaltic parking and access improvements at Well No 2.
3. Prepare plan and profile drawings and cross sections for street, sidewalk, and utility reconstruction.
4. Prepare erosion control drawings and miscellaneous details.
5. Prepare construction staking and traffic control drawings.
6. Assist CITY with identification of easement and right-of-way for the project. Provide up to four easement descriptions for the project. CITY shall acquire all right-of-way and easements.
7. Submit final drawings, specifications, and related forms to the Wisconsin Department of Natural Resources (WDNR) for an anticipated WDNR Notice of Intent Permit Coverage. Up to two submittals are anticipated.
”

- 8. Submit final drawings, specifications, and related forms to the WDNR for an anticipated WDNR Chapter 30 Coverage; communicate with the United States Army Corps of Engineers. Up to two submittals are anticipated.
- 9. Submit final drawings, specifications, and water main extension forms to the WDNR for approval. Up to two submittals are anticipated.
- 10. Prepare an opinion of probable construction cost for the project.
- 11. Assist CITY with utility coordination. Correspond with Madison Gas and Electric regarding the burial of overhead lines along Bridge Road.
- 12. Attend up to four design meetings with CITY, two Public Works Committee meetings, two public informational meetings, and two City Council meetings.
- 13. Prepare Bidding Documents using Engineers Joint Contract Documents Committee C-700 Standard General Conditions of the Construction Contract, 2007 edition, technical specifications, and engineering drawings. Bidding Documents will be separated into two bid packages.
- 14. Prepare draft and final special assessment information for McKenna Road.”

REPLACE Bidding-Related Services, item No. 4, with the following:

“4. Prepare up to six sets of Contract Documents for signature.”

REPLACE Construction-Related Services, item No. 2, with the following:

“2. Provide up to 2,400 hours of full-time Resident Project Representative services.”

REPLACE **Compensation** in its entirety with the following:

“CITY shall compensate CONTRACTOR for Design Services under this Task Order on an hourly rate basis plus expense an estimated fee of \$331,000 (an increase of \$247,900).

CITY shall compensate CONTRACTOR for Bidding-Related Services and Construction-Related Services under this Task Order on an hourly rate basis plus expenses a fee of \$291,000 (an increase of \$219,000), when authorized.”

REPLACE **Schedule** in its entirety with the following:

“Design Services will begin upon execution of this Task Order which is anticipated on June 1, 2015. Authorization for Bidding-Related Services and Construction-Related Services is anticipated following the approval of the 2017 CITY budget in the fall of 2016. All services are anticipated for completion on December 31, 2017.”

**TASK ORDER AMENDMENT AUTHORIZATION AND ACCEPTANCE:**

CONTRACTOR:

STRAND ASSOCIATES, INC.®

CITY:

CITY OF MONONA

**DRAFT**

Matthew S. Richards  
Corporate Secretary

Date

April Little  
City Administrator

Date

**NOT FOR  
DRAFT  
SIGNATURE**



**INDEPENDENT CONTRACTOR AGREEMENT  
For Municipal Engineering Services**

**Amendment to Initial Agreement Dated April 4, 2012  
3. Contract Term (Renewal)**

---

**THIS AGREEMENT** is entered into effective as of the last date of signature by and between the City of Monona, a Wisconsin municipal corporation (hereinafter the "CITY") and the CONTRACTOR identified below (hereinafter the "CONTRACTOR").

CONTRACTOR:	<u>Strand Associates</u>
ADDRESS:	<u>910 West Wingra Drive</u>
CITY/STATE/ZIP CODE:	<u>Madison, WI 53715</u>
CONTRACTOR'S REPRESENTATIVE:	<u>Joshua Straka</u>

In consideration of the mutual covenants contained in this AGREEMENT and for other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, the parties agree as follows:

**3. TERM/TERMINATION.** Immediately upon completion of the initial three (3) year period expiring April 4, 2015, this AGREEMENT, shall automatically renew under identical provisions for subsequent one year terms, unless at least 90 days prior to the termination date of any such additional term, either party gives written notice to the other of its intention to terminate this AGREEMENT upon termination of then current term. Notwithstanding the previous two sentences, the CITY reserves the right to terminate this AGREEMENT at any time for the convenience of the CITY upon 30 days written notice to the CONTRACTOR. In the event of termination, the CITY will pay the CONTRACTOR for all satisfactorily completed services prior to termination of this AGREEMENT.

Task Order No. 15-06  
City of Monona, Wisconsin (CITY)  
and Strand Associates, Inc.<sup>®</sup> (CONTRACTOR)  
Pursuant to INDEPENDENT CONTRACT AGREEMENT  
for Municipal Engineering Services dated April 13, 2012

**Project Information**

Project Name: Bridge Road Reconstruction

Services Description: Provide engineering services for the reconstruction of Bridge Road from West Broadway Road to the Yahara River Bridge Crossing.

**Scope of Services**

CONTRACTOR will provide the following services to CITY.

Design Services

1. Conduct a topographic survey for the project area including approximately 1,500 linear feet along Bridge Road.
2. Design new water main and storm sewer and show on plan and profile drawings. This would include water main design from Winnequah Road to the south side of West Broadway Avenue.
3. Prepare plan and profile drawings and cross sections for street and sidewalk reconstruction.
4. Prepare an erosion control plan and miscellaneous details.
5. Prepare construction staking and traffic control plan.
6. Assist CITY with identification of easement and right-of-way needed for the project.
7. Submit final drawings, specifications, and related forms to the Wisconsin Department of Natural Resources (WDNR) for an anticipated WDNR Notice of Intent Permit Coverage.
8. Submit final drawings, specifications, and related forms to the WDNR for an anticipated WDNR Chapter 30 Coverage; communicate with the United States Army Corps of Engineers.
9. Submit final drawings, specifications, and water main extension forms to the WDNR for approval.
10. Prepare an opinion of probable construction cost for the project.
11. Assist CITY with utility coordination.
12. Attend two design meetings with CITY staff, one Public Works Committee meeting, one public information meeting, and one City Council meeting.
13. Prepare Bidding Documents using Engineers Joint Contract Documents Committee C-700 Standard General Conditions of the Construction Contract, 2007 edition, technical specifications, and engineering drawings.

Bidding-Related Services

1. Distribute bidding documents electronically through QuestCDN.
2. Prepare addenda and answer questions during bidding.
3. Attend bid opening, tabulate and analyze bid results, and assist CITY in the award of the Construction Contract.
4. Prepare up to three sets of Contract Documents for signature.

Construction-Related Services

1. Provide construction-related services, attend the preconstruction conference, prepare bid tab, prepare Contract Documents for signature, review contractor's shop drawing submittals, interpret and clarify Contract Documents, attend construction progress meetings, conduct periodic site visits, and participate in project closeout.
2. Provide up to 600 hours of full-time Resident Project Representative services.
3. Perform construction staking for the general location, alignment, elevation, and grade of the work.
4. Provide record drawings in computer-aided design, a portable document, and hard copy formats from information compiled from contractor's records.

**Compensation**

CITY shall compensate CONTRACTOR for Design Services under this Task Order on an hourly rate basis plus expenses an estimated fee of \$83,100.

CITY shall compensate CONTRACTOR for Bidding-Related and Construction-Related Services under this Task Order on an hourly rate basis plus expenses a fee of \$72,000, when authorized.

**Schedule**

Design Services will begin upon execution of this Task Order, which is anticipated on June 1, 2015. Authorization for Bidding-Related and Construction-Related Services is anticipated following the approval of the 2016 CITY budget in the fall of 2015. All services are scheduled for completion on November 30, 2016.

**TASK ORDER AUTHORIZATION AND ACCEPTANCE:**

CONTRACTOR:

STRAND ASSOCIATES, INC.®

Matthew S. Richards  
Corporate Secretary

Date

CITY:

CITY OF MONONA

Patrick Marsh  
City Administrator

Date

Matthew Richards 6/8/15

Patrick S. Marsh 5-29-15

IN WITNESS WHEREOF, the parties have executed this AGREEMENT effective as of the last date of signature below.

CITY OF MONONA

Patrick J. Marsh

Patrick Marsh, City Administrator

5-27-15.

Date

STRAND ASSOCIATES

By: Matthew S. Richards  
Matthew S. Richards  
(Name & Title)  
Corporate Secretary

5/8/15  
Date

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Hi Dan,

Listed below is an outline of the topics we discussed regarding the City hiring Strand for the 2017 Local Road Reconstruction design services.

**2017 Local Road Reconstruction** - Benefits of hiring Strand.

1. We propose combining the project with the Bridge Road Construction project. This would increase construction quantities which may lower unit prices, resulting in overall construction cost savings.
2. We propose combining the Library Lot and Well No. 2 Parking Improvements within the same project specifications. This is expected to reduce the specification development and bidding assistance design fees.
3. Only one project specification booklet could be required with two separate bids:
  - o Major projects (Bridge Road, Tonyawatha, Schultz, Dean, Progressive, McKenna).
  - o Minor projects (Library Lot, Well No. 2 Parking Improvements).
4. We anticipated savings on permitting fees and permit application assistance. For instances, only one DNR NOI permit, DNR sewer permit and DNR water permit may be required.
5. We expect reduced agency and utility coordination efforts by combining all projects.
6. We propose combining construction observation services for all projects, reducing the amount of field staff required compared to hiring different consultants. This is expected to also reduce the overall construction observation fees for the City in 2017.

Assuming we could combine the 2017 Local Road projects, Well No. 2 Parking Improvements, and Library Parking Lot to our current Bridge Road design project, we propose providing design and bidding services to the City for approximately \$265,000. To design and bid these projects separately would cost approximately \$295,000. (2017 Roads and Well No. 2 Parking Improvements - \$260,000 budgeted, Library lot - \$35,000 budgeted).

As I mentioned, we enjoy working with the City and appreciate this opportunity. We see the City as a partner and have really strived to develop a long lasting relationship with the community. We understand that by reducing your project costs through innovative design ideas and funding opportunities it gives the City the ability to stretch its limited budget. Listed below are ways we have looked out for the City's best interests in the past few years:

1. **Monona Drive Reconstruction** - Helped shape/revitalize the Monona Drive Corridor through an Award winning project. We also obtained a DOT HSIP grant (approximately \$790,500) for Phase I construction.
2. **Water Reservoir No. 2 Expansion (2013)** - Questioned the need for a Water Reservoir No. 2 expansion. Provided an updated water study showing the city had ample capacity. The budgeted expansion was not required saving the City approximately \$550,000. This savings allowed for other well and water improvements in the City where needed.
3. **Broadway Avenue Water Main (2014)** - Strand suggested an alternative design to the Broadway water main project by eliminating the need for two parallel water mains along Broadway Avenue and saved the City approximately \$400,000 to \$500,000 in construction dollars.
4. **Street lights along Broadway Avenue (2014)** - The City asked Strand to assist in replacing lights along Broadway Avenue because of light pole defects. We investigated the situation and

called the supplier realizing the pole may be under a lifetime warranty. The City worked with the manufacture and a majority of the poles were replaced at no material cost.

5. **2014 Storm water projects (2014-2015)** - Provided design and grant writing services to help fund approximate 80% of the 2014 storm water project construction.

	<b>Total Project Cost</b>	<b>\$622,403</b>	
	Yahara WINs Grant	\$10,000	
	DNR UNPS Grant	\$84,198	
	Dane County Urban Water Quality Grant	\$317,400	pending
	Dane County Bridge Aids Grant	\$90,000	pending
	Projected Grant Total	\$501,598	
	% of Total Project Cost	80.6%	

6. **Winnequah Park Dredging (2015-2016)** - During the 2014 Storm Water project, contaminated soils were found in the Winnequah Park lagoons. The DNR is now requiring the City to sample the entire site and potentially remove the contamination where present. Knowing the City has not budgeted for this work, the Strand team contacted the DNR looking for ways to fund the sampling and design services. A Lake Planning grant was submitted to cover 67% of the total project cost of \$37,000. We believe the City has a good chance in receiving the \$25,000 state match.

A couple of other items which we believe set us apart from other engineering firms include:

1. **Redevelopment No. 9 (2015)** - We were contacted by potential private developers to provide design services for the Redevelopment No. 9 area. We declined the work as we did not want to create a potential conflict of interest between the City and developers. We would rather continue to only work directly with the City!
2. **Overall Experience and Consistency** - Continually we have had consistent experienced project teams on all Monona projects. We not only have a vast resource of engineers in our Madison office but also have a very low turnover rate. The City of Monona has never had a member of a Strand team leave a project part way through design or construction.

We really appreciate the opportunity and will strive to continually provide the City with excellent service. If you need additional information for your Public Works Committee Meetings or Council please let me know.

Have a Happy New Year!

*Josh*

**Joshua Straka, P.E.**

Strand Associates, Inc. | 910 W. Wingra Drive, Madison, WI 53715

(608) 251-4843 Office | (608) 251-2129 Ext. 1127 Direct

[josh.straka@Strand.com](mailto:josh.straka@Strand.com) | [www.strand.com](http://www.strand.com)



**Resolution No. 16-3-2083  
Monona Common Council**

**APPROVAL OF PARTICIPATION IN A WISCONSIN BUREAU OF  
TRANSPORTATION SAFETY GRANT TITLED  
“2016 SEATBELT TASK FORCE GRANT”**

**WHEREAS**, 52% of persons killed and 22% of persons sustaining incapacitating injuries in Wisconsin vehicle crashes were not wearing seatbelts, and many of these people were ejected from their vehicles. It has been estimated that safety belt use by motor vehicle occupants in Wisconsin prevents more than 200 traffic-related fatalities and more than 8,000 serious injuries annually; and,

**WHEREAS**, the project grant titled “2016 Seatbelt Task Force Grant” has been offered to the City of Monona in partnership with the Town of Madison, the Villages of Deforest, McFarland, Oregon, and Waunakee, and the Cities of Sun Prairie, Middleton, Stoughton and Verona; and,

**WHEREAS**, the WI Bureau of Transportation Safety will provide the City of Monona up to \$12,500 for wage and fringe payroll benefits to participate in a traffic grant designed to increase safety belt usage and decrease the severity of crash injuries due to a lack of safety belt use within the City of Monona; and,

**WHEREAS**, this is a cost-sharing grant with the City of Monona responsible for matching benefit expenses estimated at \$3,125; and,

**WHEREAS**, the Common Council is committed to making the highways and city streets of Monona as safe for citizens as possible.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Monona that the Monona Police Department is authorized to participate in the WIBOTS project 2016 Seatbelt Task Force Grant designated to increase safety belt usage and decrease the severity of crash injuries due to a lack of safety belt use within the City of Monona. By participating in this project, the City of Monona is eligible for reimbursement up to \$12,500 in grant funds and is responsible for benefit and costs estimated at \$3,125.

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

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Requested By: Police Chief Walter J. Ostrenga

Council Action:

Date Introduced: 3-7-16

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

Date Disapproved: \_\_\_\_\_

**City of Monona**  
**POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
		Resolution No. <u>16-3-2083</u>
		Ordinance Amendment No. _____

**Title: 2016 Seatbelt Task Force Grant**

**Policy Analysis Statement:**

**Brief Description Of Proposal:** The Wisconsin Bureau of Transportation Safety (WIBOTS) has offered a grant to the City of Monona. The grant, titled: **2016 Seatbelt Task Force Grant**, runs from March 16, 2016 through September 15, 2016 and is in conjunction with several area wide enforcement dates, in partnership with the Town of Madison, the Villages of Deforest, McFarland, Oregon, and Waunakee; and Cities of Sun Prairie, Middleton, Stoughton and Verona.

The primary objective of the grant is increase safety belt usage, and decrease the severity of crash injuries due to a lack of safety belt use within the City of Monona.

Media notification, enforcement zone signage, and use of safety vests will all combine to make this effort unique in the current realm of traffic enforcement.

Up to \$12,500 was allocated to the City of Monona. The \$12,500 in grant funds will be for overtime wages and payroll benefits of Social Security and Retirement at 21.25%. Our cost sharing is in the amount of \$3,125, but on-duty personnel assigned to the grant can offset this amount. No budget amendment is needed. The city budgeted \$20,000 for police grant overtime. Benefits are budgeted also.

**Current Policy Or Practice:**

The City of Monona is included in this grant due to our accident volume along with willingness to participate and past successful participation in WIBOTS traffic grants.

**Impact Of Adopting Proposal:**

If we are authorized to participate in the grant it will allow additional overtime funding for extra traffic enforcement. A requirement of the grant is to work the grant with multiple officers on several specific dates for preplanned campaigns such as the national "Click It or Ticket" campaign.

**Fiscal Estimate:**

<b>Fiscal Effect (check/circle all that apply)</b> <input type="checkbox"/> No fiscal effect <input type="checkbox"/> Creates new expenditure account <input type="checkbox"/> Creates new revenue account <input type="checkbox"/> Increases expenditures <input checked="" type="checkbox"/> Increases revenues <b>through fines collected</b> <input checked="" type="checkbox"/> <b>Increases/decreases fund balance 2016 Operational Fund</b>	<b>Budget Effect:</b> <input checked="" type="checkbox"/> Expenditure authorized in budget <input type="checkbox"/> No change to budget required <input type="checkbox"/> Expenditure not authorized in budget <input type="checkbox"/> Budget amendment required
	<b>Vote Required:</b> <input checked="" type="checkbox"/> Majority <input type="checkbox"/> Two-Thirds

**Narrative/assumptions About Long Range Fiscal Effect:**

This is a matching grant. Costs associated with employee's wages and benefits at 25% of the grant total are required to be paid by the participating agency. Estimated costs for the City would be approximately \$3,125.

**Expenditure/Revenue Changes:**

Budget Amendment No. _____				No Budget Amendment Required <input checked="" type="checkbox"/>				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
100	52	52100	121	Police Overtime – Grant	20,000			20,000
				<b>Totals</b>				

**Prepared By:**

<b>Department: POLICE</b> <b>Prepared By: Chief Walter J. Ostrenga</b> <b>Reviewed By: Marc Houtakker</b>	<b>Date: 03/07/16</b> <b>Date: 03/03/16</b>
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**Resolution No. 16-3-2082  
Monona Common Council**

**AWARD OF BID FOR SCHLUTER BEACH IMPROVEMENT PROJECT**

**WHEREAS**, the 2016 Capital Budget includes funding for the Schluter Beach Improvement Project, a joint project between the Parks and Public Works departments, for channel dredging, channel shoreline restoration, installation of two sediment removal structures, replacement of park restrooms and other park improvements; and,

**WHEREAS**, the installation of two sediment removal structures is included in the project in order to address the park's designation on Dane County's Top Ten Worst Outfall List; and,

**WHEREAS**, the City will receive two storm water grants for assistance with the installation of the two storm water sediment structures, one each from Dane County and the Wisconsin Department of Natural Resources, for a combined grant total of \$331,226; and,

**WHEREAS**, City staff and engineers will hold a public information meeting for this project on April 13, 2016 at the Monona Senior Center; and,

**WHEREAS**, a preliminary assessment public hearing before the Public Works Committee will be held for the five properties affected by the cleaning of the waterway; and,

**WHEREAS**, the City received three (3) bids on February 18, 2016; and,

**WHEREAS**, the Public Works Committee reviewed the bid tabulation at the March 2, 2016 meeting and has recommended the award of bid to Drax, Incorporated in the amount of \$891,982.30.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Monona, Dane County, Wisconsin, that the contract to perform the work as described in the contract documents and recommended by the Public Works Committee for the Schluter Beach Improvement Project be awarded to Drax, Incorporated in the amount of \$891,982.30, and the Director of Public Works is authorized to administer the execution of said contract.

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

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Approval Recommended By: Public Works Committee – 3/2/16

Council Action:  
Date Introduced: 3-7-16  
Date Approved: \_\_\_\_\_  
Date Disapproved: \_\_\_\_\_

**City of Monona**  
**POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
		Resolution No. <b>16-3-2082</b>
		Ordinance Amendment No. _____

**Title:**  
Award of Schluter Beach Improvements Project - 2016

**Policy Analysis Statement:**

**Brief Description Of Proposal:**

Requesting Award of Bid for the Schluter Park Improvements Project to Drax Incorporated in the amount of **\$891,982.30**. Park improvement work includes dredging the channel, restoring the channel shoreline, installing two sediment removal structures, replacement of the park restrooms, and various park improvements.

**Current Policy Or Practice:**

Funding for the improvements is included in the 2016 Capital Budget. The Schluter Park Improvements Project is a joint project with the Parks Department. A portion of this project will be assessed back to the shoreline property owners.

**Impact Of Adopting Proposal:**

Combined Capital Budget Allocation: \$1,110,400 (\$578,900 – parks; \$531,500 – public works)

Expenses:

- Construction Bid Amount: \$891,982.30 (\$412,573 – parks; \$479,409.30 – public works)
  - Combined O & A Services: \$53,429.56 (\$6,254.56 – parks; \$47,175 – public works)
- Total: \$942,632.30

Balance:

- \$167,767.70 (to be used for parks department improvements, testing services, project contingency, etc...)
- Parks Dept. improvements approved in the 2016 Capital Budget include pier improvements (\$20,000), playground equipment (\$20,000), bike rack and tables (\$10,000), concrete testing (\$3,000), utility relocation (\$1,000), architect/engineer construction administration (\$5,000).

Storm Water Grant Funding: \$331,226

**Fiscal Estimate:**

**Fiscal Effect (check/circle all that apply)**

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Increases expenditures
- Increases revenues
- Increases/decreases fund balance \_\_\_\_\_ Fund

**Budget Effect:**

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget
- Budget amendment required

**Vote Required:**

- Majority
- Two-Thirds

**Narrative/assumptions About Long Range Fiscal Effect:**

**Expenditure/Revenue Changes:**

Budget Amendment No. _____				No Budget Amendment Required <input checked="" type="checkbox"/>				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
400	57	57330	982	Schluter Beach Improvement - Dredging	531,500			531,500
400	57	57620	849	Schluter Beach Improvement	578,900			578,900

**Prepared By:**

<b>Department: Public Works</b> <b>Prepared By: Daniel Stephany, Dir Public Works</b> <b>Reviewed By: Marc Houtakker, Finance Director</b>	<b>Date: February 19, 2016</b> <b>Date: March 3, 2016</b>
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February 24, 2016

Mr. Daniel Stephany, Director of Public Works  
City of Monona  
5211 Schluter Road **VIA EMAIL**  
Monona, WI 53716

RE: **Schluter Beach Improvements**  
City of Monona, Wisconsin  
Bid Results & Notice of Award

Dear Dan:

We have reviewed the bids received on February 18, 2016, for the above-referenced project. Three bids were received. The bids ranged in price from \$891,980.30 to \$1,507,608.50. Drax Inc. was the low bidder. The attached bid tabulation does reflect corrections to errors that were made in the bids, and places where errors were made are highlighted.

The bid submitted by Drax Inc. meets the requirements of the bidding documents and is therefore considered responsive. We therefore recommend acceptance of the bid submitted by Drax Inc.

As requested, we interviewed contact persons listed for the reference projects provided by Drax Inc. None of the responses provided information that would warrant disqualifying Drax Inc. We previously provided a Low Bidder Reference Check Summary.

Enclosed please find three copies of the Notice of Award for the above referenced project. Once the contract has been awarded by the City's Common Council, please have all three copies of the Notice of Award Signed and returned to me at our Madison Office. I will then forward the documents onto the Contractor for execution.

If you have any questions, please let me know.

Sincerely,  
VIERBICHER ASSOCIATES, INC.

Darrin R. Pope, PE

Enclosures

BID TABULATION  
 Schluter Beach Improvements, City of Monona  
 CITY PROJECT # : MO-01 -16. VIERBICHER PN: 150028  
 February 18, 2016, 10:00 AM



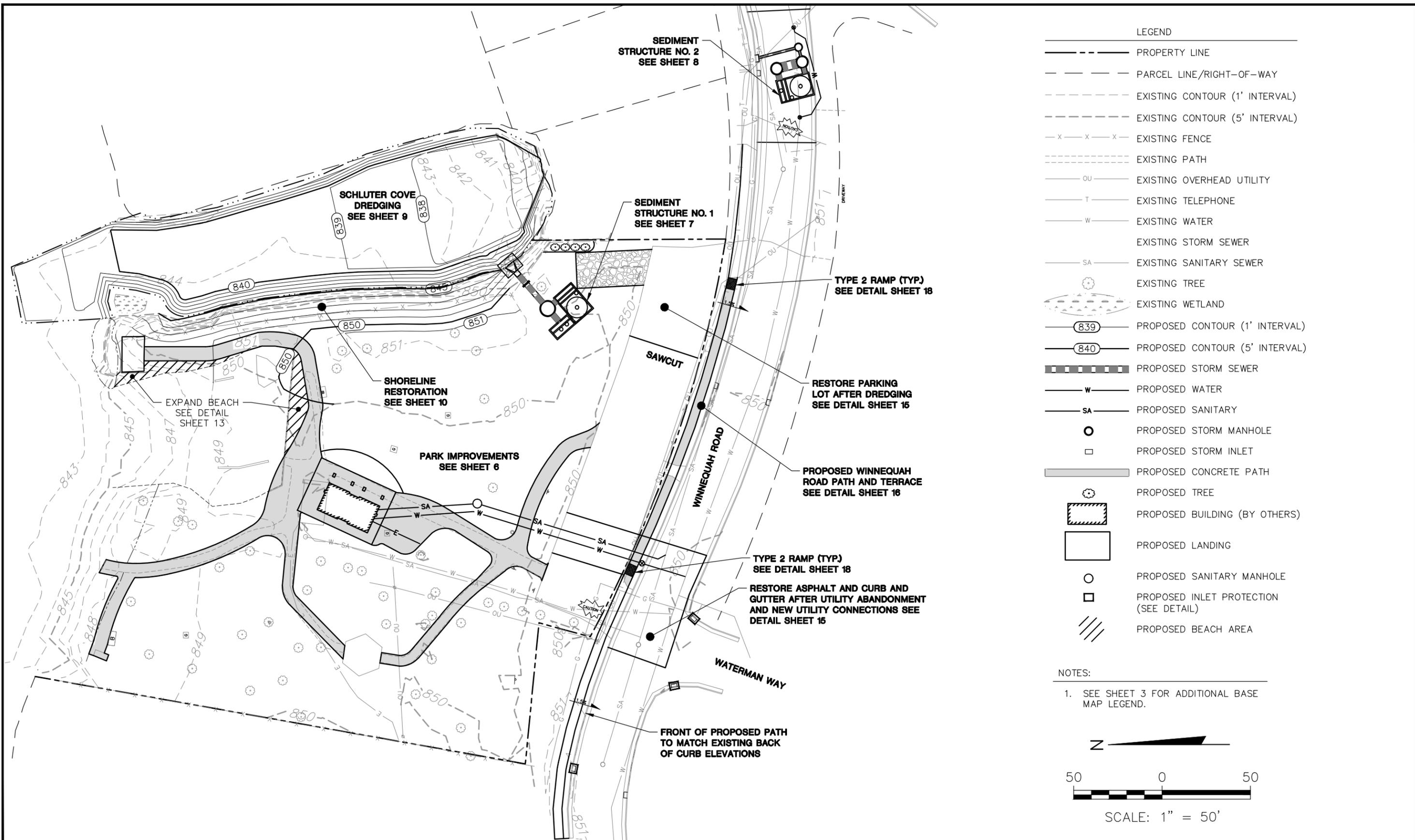
Indicates a math error made on bid form.  
 Indicates changes to bid form since engineers/architect's O.P.C.

Bid Item Number	Item Description	Units of Measure	Estimated Quantity	SCS Engineers/Dorschner Opinion of Probable Cost		Apparent Low Bid		HARMONY CONSTRUCTION MANAGEMENT		JOE DANIELS CONSTRUCTION CO., INC.	
				Unit Cost	Total Amount	DRAX INC.		Unit Cost	Total Amount	Unit Cost	Total Amount
						Unit Cost	Total Amount				
<b>5.01 BASE BID - PARK SITE WORK</b>											
<b>Sediment Structures</b>											
1	Clearing	STA	0.5	\$ 300.00	\$ 150.00	\$ 910.00	\$ 455.00	\$ 700.00	\$ 350.00	\$ 3,200.00	\$ 1,600.00
2	Grubbing	STA	0.5	\$ 250.00	\$ 125.00	\$ 910.00	\$ 455.00	\$ 700.00	\$ 350.00	\$ 3,200.00	\$ 1,600.00
3	Removing Asphaltic Surface	SY	540	\$ 11.00	\$ 5,940.00	\$ 2.60	\$ 1,404.00	\$ 2.00	\$ 1,080.00	\$ 6.00	\$ 3,240.00
4	Removing Curb and Gutter	LF	150	\$ 6.50	\$ 975.00	\$ 9.10	\$ 1,365.00	\$ 7.00	\$ 1,050.00	\$ 8.00	\$ 1,200.00
5	Removing Fence	LF	55	\$ 2.50	\$ 137.50	\$ 7.80	\$ 429.00	\$ 6.00	\$ 330.00	\$ 10.00	\$ 550.00
6	Removing Storm Sewer (38x60-Inch)	LF	22	\$ 40.00	\$ 880.00	\$ 39.00	\$ 858.00	\$ 30.00	\$ 660.00	\$ 250.00	\$ 5,500.00
7	Removing Storm Sewer (18-Inch)	LF	54	\$ 15.00	\$ 810.00	\$ 26.00	\$ 1,404.00	\$ 20.00	\$ 1,080.00	\$ 55.00	\$ 2,970.00
8	Removing Storm Sewer (29x45-Inch)	LF	53	\$ 25.00	\$ 1,325.00	\$ 26.00	\$ 1,378.00	\$ 20.00	\$ 1,060.00	\$ 108.00	\$ 5,724.00
9	Excavation Common	CY	115	\$ 25.00	\$ 2,875.00	\$ 19.50	\$ 2,242.50	\$ 15.00	\$ 1,725.00	\$ 28.00	\$ 3,220.00
10	Backfill Granular	CY	450	\$ 15.00	\$ 6,750.00	\$ 20.80	\$ 9,360.00	\$ 16.00	\$ 7,200.00	\$ 30.00	\$ 13,500.00
11	Prepare Foundation for Asphaltic Paving	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 1,430.00	\$ 1,430.00	\$ 1,100.00	\$ 1,100.00	\$ 7,400.00	\$ 7,400.00
12	Riprap Heavy	CY	15	\$ 50.00	\$ 750.00	\$ 78.00	\$ 1,170.00	\$ 60.00	\$ 900.00	\$ 95.00	\$ 1,425.00
13	Geotextile Fabric Type HR	SY	30	\$ 4.25	\$ 127.50	\$ 3.51	\$ 105.30	\$ 2.70	\$ 81.00	\$ 10.00	\$ 300.00
14	Finishing Roadway (Sediment Structures, Dredging and Shoreline)	EACH	1	\$ 600.00	\$ 600.00	\$ 2,000.00	\$ 2,000.00	\$ 1,480.00	\$ 1,480.00	\$ 4,000.00	\$ 4,000.00
15	Base Aggregate Dense 1 1/4-inch	TON	205	\$ 18.50	\$ 3,792.50	\$ 20.80	\$ 4,264.00	\$ 16.00	\$ 3,280.00	\$ 21.50	\$ 4,407.50
16	Base Aggregate Dense 3-inch	TON	235	\$ 19.00	\$ 4,465.00	\$ 19.50	\$ 4,582.50	\$ 15.00	\$ 3,525.00	\$ 21.50	\$ 5,052.50
17	Tack Coat	GAL	20	\$ 4.00	\$ 80.00	\$ 2.60	\$ 52.00	\$ 2.00	\$ 40.00	\$ 2.20	\$ 44.00
18	HMA Pavement Type E-1 (includes asphaltic material)	TON	110	\$ 200.00	\$ 22,000.00	\$ 109.20	\$ 12,012.00	\$ 84.00	\$ 9,240.00	\$ 92.40	\$ 10,164.00
19	Culvert Pipe Reinforced Concrete Horizontal Elliptical Class HE-III 34x53-Inch	LF	26	\$ 170.00	\$ 4,420.00	\$ 182.00	\$ 4,732.00	\$ 140.00	\$ 3,640.00	\$ 525.00	\$ 13,650.00
20	Culvert Pipe Reinforced Concrete Horizontal Elliptical Class HE-III 38x60-Inch	LF	8	\$ 190.00	\$ 1,520.00	\$ 208.00	\$ 1,664.00	\$ 160.00	\$ 1,280.00	\$ 775.00	\$ 6,200.00
21	Apron Endwalls for Culvert Pipe Rein. Concr. Horizontal Elliptical 34x53-Inch w/ Grate	EACH	1	\$ 2,000.00	\$ 2,000.00	\$ 5,421.00	\$ 5,421.00	\$ 4,170.00	\$ 4,170.00	\$ 6,500.00	\$ 6,500.00
22	Concrete Curb and Gutter 30-Inch Type D	LF	150	\$ 30.00	\$ 4,500.00	\$ 52.00	\$ 7,800.00	\$ 40.00	\$ 6,000.00	\$ 42.50	\$ 6,375.00
23	Storm Sewer Pipe Reinforced Concrete Class III 15-Inch	LF	24	\$ 45.00	\$ 1,080.00	\$ 52.00	\$ 1,248.00	\$ 40.00	\$ 960.00	\$ 80.00	\$ 1,920.00
24	Storm Sewer Pipe Reinforced Concrete Class III 30-Inch	LF	8	\$ 110.00	\$ 880.00	\$ 84.50	\$ 676.00	\$ 65.00	\$ 520.00	\$ 130.00	\$ 1,040.00
25	Reconstructing Inlets	EACH	1	\$ 1,000.00	\$ 1,000.00	\$ 700.00	\$ 700.00	\$ 535.00	\$ 535.00	\$ 2,000.00	\$ 2,000.00
26	Manhole Covers Type J	EACH	12	\$ 425.00	\$ 5,100.00	\$ 400.00	\$ 4,800.00	\$ 320.00	\$ 3,840.00	\$ 600.00	\$ 7,200.00
27	Manholes 4-FT Diameter	EACH	1	\$ 3,500.00	\$ 3,500.00	\$ 1,400.00	\$ 1,400.00	\$ 1,200.00	\$ 1,200.00	\$ 3,075.00	\$ 3,075.00
28	Manholes 8-FT Diameter	EACH	3	\$ 7,500.00	\$ 22,500.00	\$ 6,000.00	\$ 18,000.00	\$ 4,750.00	\$ 14,250.00	\$ 20,000.00	\$ 60,000.00
29	Inlets 2x3 FT	EACH	1	\$ 900.00	\$ 900.00	\$ 1,800.00	\$ 1,800.00	\$ 1,400.00	\$ 1,400.00	\$ 2,150.00	\$ 2,150.00
30	Mobilization	EACH	1	\$ 6,000.00	\$ 6,000.00		\$ -	\$ 1,800.00	\$ 1,800.00	\$ 54,000.00	\$ 54,000.00
31	Salvaged Topsoil	SY	650	\$ 3.50	\$ 2,275.00	\$ 3.00	\$ 1,950.00	\$ 2.40	\$ 1,560.00	\$ 3.50	\$ 2,275.00
32	Silt Fence/Silt Sock	LF	50	\$ 2.00	\$ 100.00	\$ 2.00	\$ 100.00	\$ 2.00	\$ 100.00	\$ 7.00	\$ 350.00
33	Silt Fence Maintenance	LF	50	\$ 0.50	\$ 25.00	\$ 1.00	\$ 50.00	\$ 1.00	\$ 50.00	\$ 0.50	\$ 25.00
34	Mobilizations Erosion Control (Sediment Structures, Dredging and Shoreline)	EACH	1	\$ 200.00	\$ 200.00	\$ 1,500.00	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00	\$ 175.00	\$ 175.00
35	Mobilizations Emergency Erosion Control (Sediment Structures, Dredging and Shoreline)	EACH	2	\$ 150.00	\$ 300.00	\$ 1,500.00	\$ 3,000.00	\$ 120.00	\$ 240.00	\$ 175.00	\$ 350.00

Bid Item Number	Item Description	Units of Measure	Estimated Quantity	SCS Engineers/Dorschner Opinion of Probable Cost		Apparent Low Bid					
				Unit Cost	Total Amount	DRAX INC.		HARMONY CONSTRUCTION MANAGEMENT		JOE DANIELS CONSTRUCTION CO., INC.	
						Unit Cost	Total Amount	Unit Cost	Total Amount	Unit Cost	Total Amount
36	Turbidity Barrier	SY	80	\$ 2,000.00	\$ 160,000.00	\$ 50.00	\$ 4,000.00	\$ 122.52	\$ 9,801.60	\$ 32.00	\$ 2,560.00
37	Fertilizer Type B	CWT	0.5	\$ 200.00	\$ 100.00	\$ 100.00	\$ 50.00	\$ 100.00	\$ 50.00	\$ 108.00	\$ 54.00
38	Seeding Mixture No. 40 (Madison Parks)	LB	30	\$ 8.50	\$ 255.00	\$ 20.00	\$ 600.00	\$ 15.00	\$ 450.00	\$ 16.00	\$ 480.00
39	Traffic Control	EACH	1	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,200.00	\$ 4,200.00	\$ 3,500.00	\$ 3,500.00
40	Sawing Asphalt	LF	110	\$ 2.50	\$ 275.00	\$ 3.00	\$ 330.00	\$ 2.00	\$ 220.00	\$ 4.00	\$ 440.00
41	Connect to Existing Storm Sewer	EACH	4	\$ 1,000.00	\$ 4,000.00	\$ 600.00	\$ 2,400.00	\$ 480.00	\$ 1,920.00	\$ 2,150.00	\$ 8,600.00
42	Sediment Structure No 1 (Contech Vortechs Storm Water Treatment Structure Model 16000)	EACH	1	\$ 65,000.00	\$ 65,000.00	\$ 85,000.00	\$ 85,000.00	\$ 85,000.00	\$ 85,000.00	\$ 131,500.00	\$ 131,500.00
43	Sediment Structure No 2 (Contech Vortechs Storm Water Treatment Structure Model 16000)	EACH	1	\$ 65,000.00	\$ 65,000.00	\$ 85,000.00	\$ 85,000.00	\$ 85,000.00	\$ 85,000.00	\$ 137,800.00	\$ 137,800.00
44	Utility Line Opening (ULO - 2 storm, 2 water, 1 gas)	EACH	5	\$ 400.00	\$ 2,000.00	\$ 600.00	\$ 3,000.00	\$ 450.00	\$ 2,250.00	\$ 750.00	\$ 3,750.00
45	8-Inch DI Watermain, Polywrap, Bends and Plug	LF	79	\$ 110.00	\$ 8,690.00	\$ 70.00	\$ 5,530.00	\$ 54.00	\$ 4,266.00	\$ 200.00	\$ 15,800.00
46	Connect to Existing Watermain	EACH	2	\$ 100.00	\$ 200.00	\$ 2,000.00	\$ 4,000.00	\$ 1,600.00	\$ 3,200.00	\$ 2,650.00	\$ 5,300.00
47	Gate Valve, 8-Inch	EACH	2	\$ 2,800.00	\$ 5,600.00	\$ 2,000.00	\$ 4,000.00	\$ 1,700.00	\$ 3,400.00	\$ 2,650.00	\$ 5,300.00
48	Remove Existing Watermain	LS	1	\$ 400.00	\$ 400.00	\$ 1,000.00	\$ 1,000.00	\$ 800.00	\$ 800.00	\$ 1,350.00	\$ 1,350.00
49	Anti-seep Collar	EACH	1	\$ 1,500.00	\$ 1,500.00	\$ 700.00	\$ 700.00	\$ 500.00	\$ 500.00	\$ 3,200.00	\$ 3,200.00
50	Manhole 12.5-FT x 6-FT Rectangular	EACH	1	\$ 7,000.00	\$ 7,000.00	\$ 20,000.00	\$ 20,000.00	\$ 16,850.00	\$ 16,850.00	\$ 31,700.00	\$ 31,700.00
Subtotal Sediment Structures:				\$	433,602.50		\$ 320,417.30		\$ 295,183.60		\$ 590,516.00
<b>Mechanical Dredging</b>											
51	Mobilization	EACH	1	\$ 10,000.00	\$ 10,000.00	\$ 3,000.00	\$ 3,000.00	\$ 4,989.59	\$ 4,989.59	\$ 30,500.00	\$ 30,500.00
52	Turbidity Barrier	SY	135	\$ 25.00	\$ 3,375.00	\$ 50.00	\$ 6,750.00	\$ 122.52	\$ 16,540.20	\$ 125.00	\$ 16,875.00
53	Tracking Pad	EACH	1	\$ 4,000.00	\$ 4,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,456.38	\$ 2,456.38	\$ 3,500.00	\$ 3,500.00
54	Mechanical Dredging	CY	2200	\$ 50.00	\$ 110,000.00	\$ 50.00	\$ 110,000.00	\$ 80.00	\$ 176,000.00	\$ 89.00	\$ 195,800.00
55	Cleaning and Maintaining Haul Roads	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 1,500.00	\$ 1,500.00	\$ 6,000.00	\$ 6,000.00	\$ 7,500.00	\$ 7,500.00
Subtotal Mechanical Dredging:				\$	132,375.00		\$ 122,250.00		\$ 205,986.17		\$ 254,175.00
<b>Cove Shoreline Restoration</b>											
56	Clearing	STA	2.5	\$ 300.00	\$ 750.00	\$ 700.00	\$ 1,750.00	\$ 500.00	\$ 1,250.00	\$ 1,800.00	\$ 4,500.00
57	Grubbing	STA	2.5	\$ 250.00	\$ 625.00	\$ 700.00	\$ 1,750.00	\$ 500.00	\$ 1,250.00	\$ 1,800.00	\$ 4,500.00
58	Excavation Common	CY	370	\$ 25.00	\$ 9,250.00	\$ 20.00	\$ 7,400.00	\$ 15.00	\$ 5,550.00	\$ 41.00	\$ 15,170.00
59	Removing Fence	LF	210	\$ 2.00	\$ 420.00	\$ 4.00	\$ 840.00	\$ 3.00	\$ 630.00	\$ 7.00	\$ 1,470.00
60	Mobilization	EACH	1	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,800.00	\$ 1,800.00	\$ 1,500.00	\$ 1,500.00
61	Salvaged Topsoil	SY	500	\$ 3.50	\$ 1,750.00	\$ 3.00	\$ 1,500.00	\$ 2.40	\$ 1,200.00	\$ 4.00	\$ 2,000.00
62	Native Vegetated Mat	SY	500	\$ 55.00	\$ 27,500.00	\$ 45.00	\$ 22,500.00	\$ 40.60	\$ 20,300.00	\$ 64.00	\$ 32,000.00
Subtotal Cove Shoreline Restoration:				\$	42,295.00		\$ 36,740.00		\$ 31,980.00		\$ 61,140.00
<b>Park Improvements</b>											
63	Remove Asphaltic Surface (existing paths)	SY	330	\$ 11.00	\$ 3,630.00	\$ 4.00	\$ 1,320.00	\$ 3.00	\$ 990.00	\$ 6.50	\$ 2,145.00
64	Excavation Common	CY	800	\$ 25.00	\$ 20,000.00	\$ 20.00	\$ 16,000.00	\$ 15.00	\$ 12,000.00	\$ 23.00	\$ 18,400.00
65	Prepare Foundation for Asphaltic Paving	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,100.00	\$ 1,100.00	\$ 4,215.00	\$ 4,215.00
66	Finishing Roadway (Park Improvements)	EACH	1	\$ 1,000.00	\$ 1,000.00	\$ 1,600.00	\$ 1,600.00	\$ 1,330.00	\$ 1,330.00	\$ 2,800.00	\$ 2,800.00

Bid Item Number	Item Description	Units of Measure	Estimated Quantity	SCS Engineers/Dorschner Opinion of Probable Cost		Apparent Low Bid					
				Unit Cost	Total Amount	DRAX INC.		HARMONY CONSTRUCTION MANAGEMENT		JOE DANIELS CONSTRUCTION CO., INC.	
						Unit Cost	Total Amount	Unit Cost	Total Amount	Unit Cost	Total Amount
67	Base Aggregate Dense 1 1/4 Inch (Street Repave)	TON	80	\$ 18.50	\$ 1,480.00	\$ 20.00	\$ 1,600.00	\$ 16.00	\$ 1,280.00	\$ 25.15	\$ 2,012.00
68	Base Aggregate Dense 3-inch	TON	90	\$ 19.00	\$ 1,710.00	\$ 20.00	\$ 1,800.00	\$ 15.00	\$ 1,350.00	\$ 25.15	\$ 2,263.50
69	Tack Coat	GAL	5	\$ 4.00	\$ 20.00	\$ 2.60	\$ 13.00	\$ 2.00	\$ 10.00	\$ 2.20	\$ 11.00
70	HMA Pavement Type E-1 (includes asphaltic material)	TON	40	\$ 200.00	\$ 8,000.00	\$ 130.00	\$ 5,200.00	\$ 100.00	\$ 4,000.00	\$ 110.00	\$ 4,400.00
71	6" Concrete Paths	SY	750	\$ 45.00	\$ 33,750.00	\$ 60.00	\$ 45,000.00	\$ 51.75	\$ 38,812.50	\$ 47.25	\$ 35,437.50
72	Curb Ramp Detectable Warning Field	SF	30	\$ 40.00	\$ 1,200.00	\$ 45.00	\$ 1,350.00	\$ 31.25	\$ 937.50	\$ 31.50	\$ 945.00
73	Manhole Covers Type J	EACH	1	\$ 425.00	\$ 425.00	\$ 400.00	\$ 400.00	\$ 320.00	\$ 320.00	\$ 600.00	\$ 600.00
74	Manholes 4-FT Diameter	EACH	1	\$ 3,500.00	\$ 3,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00	\$ 2,750.00	\$ 2,750.00
75	Shrubs (Arborvitae American, Container, 60-INCH Height)	EACH	6	\$ 200.00	\$ 1,200.00	\$ 120.00	\$ 720.00	\$ 98.50	\$ 591.00	\$ 105.00	\$ 630.00
76	Mobilization	EACH	1	\$ 4,000.00	\$ 4,000.00	\$ 500.00	\$ 500.00	\$ 1,200.00	\$ 1,200.00	\$ 3,000.00	\$ 3,000.00
77	Salvaged Topsoil	SY	950	\$ 3.50	\$ 3,325.00	\$ 3.00	\$ 2,850.00	\$ 2.40	\$ 2,280.00	\$ 4.25	\$ 4,037.50
78	Silt Fence	LF	300	\$ 2.00	\$ 600.00	\$ 2.00	\$ 600.00	\$ 2.00	\$ 600.00	\$ 22.00	\$ 6,600.00
79	Silt Fence Maintenance	LF	300	\$ 0.50	\$ 150.00	\$ 0.10	\$ 30.00	\$ 0.28	\$ 84.00	\$ 0.50	\$ 150.00
80	Mobilizations Erosion Control	EACH	1	\$ 200.00	\$ 200.00	\$ 500.00	\$ 500.00	\$ 400.00	\$ 400.00	\$ 175.00	\$ 175.00
81	Mobilizations Emergency Erosion Control	EACH	2	\$ 150.00	\$ 300.00	\$ 200.00	\$ 400.00	\$ 180.00	\$ 360.00	\$ 175.00	\$ 350.00
82	Seeding Mixture No. 40 (Madison Parks)	LB	21	\$ 8.50	\$ 178.50	\$ 20.00	\$ 420.00	\$ 15.00	\$ 315.00	\$ 16.00	\$ 336.00
83	Fertilizer Type B	CWT	1	\$ 200.00	\$ 200.00	\$ 100.00	\$ 100.00	\$ 85.00	\$ 85.00	\$ 100.00	\$ 100.00
84	Traffic Control	EACH	1	\$ 3,000.00	\$ 3,000.00	\$ 500.00	\$ 500.00	\$ 1,800.00	\$ 1,800.00	\$ 1,650.00	\$ 1,650.00
85	Water Service Lateral (1.5" copper)	LF	179	\$ 50.00	\$ 8,950.00	\$ 40.00	\$ 7,160.00	\$ 32.00	\$ 5,728.00	\$ 105.00	\$ 18,795.00
86	1.5-Inch Corporation, Curb Stop and Stand	EACH	1	\$ 1,500.00	\$ 1,500.00	\$ 900.00	\$ 900.00	\$ 720.00	\$ 720.00	\$ 1,175.00	\$ 1,175.00
87	Path Base Aggregate	SY	750	\$ 5.50	\$ 4,125.00	\$ 9.00	\$ 6,750.00	\$ 7.50	\$ 5,625.00	\$ 18.00	\$ 13,500.00
88	Sanitary Sewer Service (6" PVC SDR 35)	LF	163	\$ 100.00	\$ 16,300.00	\$ 40.00	\$ 6,520.00	\$ 32.00	\$ 5,216.00	\$ 123.00	\$ 20,049.00
89	Abandon Existing Services	EACH	2	\$ 3,500.00	\$ 7,000.00	\$ 1,800.00	\$ 3,600.00	\$ 1,580.00	\$ 3,160.00	\$ 2,275.00	\$ 4,550.00
90	Sand Beach Extension	SY	90	\$ 15.00	\$ 1,350.00	\$ 15.00	\$ 1,350.00	\$ 10.00	\$ 900.00	\$ 7.00	\$ 630.00
91	Landing	EACH	1	\$ 1,350.00	\$ 1,350.00	\$ 400.00	\$ 400.00	\$ 500.00	\$ 500.00	\$ 2,225.00	\$ 2,225.00
92	Shovel Cut Edging	LF	40	\$ 4.00	\$ 160.00	\$ 10.00	\$ 400.00	\$ 6.00	\$ 240.00	\$ 7.00	\$ 280.00
93	Shredded Hardwood Bark Mulch w/ Weed Barrier	SY	20	\$ 15.00	\$ 300.00	\$ 10.00	\$ 200.00	\$ 9.00	\$ 180.00	\$ 10.00	\$ 200.00
94	Repair Fence Connection	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 200.00	\$ 200.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
95	Demolish Existing Restroom Facility	LS	1	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,400.00	\$ 4,400.00	\$ 8,000.00	\$ 8,000.00
96	Remove Sanitary Manhole	EACH	1	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 400.00	\$ 400.00	\$ 1,335.00	\$ 1,335.00
97	Sanitary Lateral Clean Out	EACH	1	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 310.00	\$ 310.00	\$ 350.00	\$ 350.00
98	Safety Fence	LF	330	\$ 2.00	\$ 660.00	\$ 3.00	\$ 990.00	\$ 6.10	\$ 2,013.00	\$ 6.50	\$ 2,145.00
99	Utility Line Opening (ULO - 1 water, 1 storm, 1 gas, 1 sanitary)	EACH	4	\$ 400.00	\$ 1,600.00	\$ 500.00	\$ 2,000.00	\$ 450.00	\$ 1,800.00	\$ 700.00	\$ 2,800.00
100	Grading and Shaping Park	LS	1	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,700.00	\$ 3,700.00	\$ 5,500.00	\$ 5,500.00
101	Remove and Dispose of Existing Items Containing Asbestos	LS	1		\$ -	\$ 2,000.00	\$ 2,000.00	\$ 1,700.00	\$ 1,700.00	\$ 2,125.00	\$ 2,125.00
Subtotal Park Improvements:					\$ 146,663.50		\$ 126,873.00		\$ 109,137.00		\$ 178,166.50
Subtotal Park Site Work, 5.01 (Sediment Structures, Mechanical Dredging, Cove and Shoreline Restoration, and Park Improvements):					\$ 754,936.00		\$ 606,280.30		\$ 642,286.77		\$ 1,083,997.50

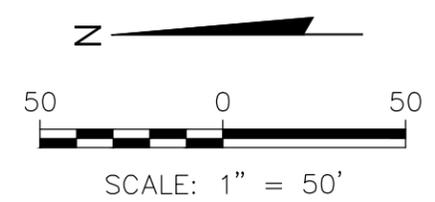
				SCS Engineers/Dorschner Opinion of Probable Cost		Apparent Low Bid					
						DRAX INC.		HARMONY CONSTRUCTION MANAGEMENT		JOE DANIELS CONSTRUCTION CO., INC.	
Bid Item Number	Item Description	Units of Measure	Estimated Quantity	Unit Cost	Total Amount	Unit Cost	Total Amount	Unit Cost	Total Amount	Unit Cost	Total Amount
<b>5.02 BASE BID - RESTROOM FACILITY CONSTRUCTION</b>											
<b>General Work</b>											
102	General Conditions (Include General Conditions for General Site Work)	LS	1		\$ -	\$ 75,000.00	\$ 75,000.00	\$ 164,312.00	\$ 164,312.00	\$ 133,661.00	\$ 133,661.00
103	Concrete	LS	1	\$ 51,932.30	\$ 51,932.30	\$ 37,000.00	\$ 37,000.00	\$ 31,175.00	\$ 31,175.00	\$ 42,278.00	\$ 42,278.00
104	Masonry	LS	1	\$ 53,699.76	\$ 53,699.76	\$ 50,000.00	\$ 50,000.00	\$ 46,598.00	\$ 46,598.00	\$ 40,688.00	\$ 40,688.00
105	Metals	LS	1	\$ 632.50	\$ 632.50	\$ 7,000.00	\$ 7,000.00	\$ 881.00	\$ 881.00	\$ 1,830.00	\$ 1,830.00
106	Wood, Plastics and Composites	LS	1	\$ 40,242.43	\$ 40,242.43	\$ 9,000.00	\$ 9,000.00	\$ 50,096.00	\$ 50,096.00	\$ 51,382.00	\$ 51,382.00
107	Thermal and Moisture Protection	LS	1	\$ 10,243.34	\$ 10,243.34	\$ 4,000.00	\$ 4,000.00	\$ 26,438.00	\$ 26,438.00	\$ 15,340.00	\$ 15,340.00
108	Openings	LS	1	\$ 16,343.80	\$ 16,343.80	\$ 10,000.00	\$ 10,000.00	\$ 11,952.00	\$ 11,952.00	\$ 12,373.00	\$ 12,373.00
109	Finishes	LS	1	\$ 15,602.38	\$ 15,602.38	\$ 7,000.00	\$ 7,000.00	\$ 12,565.00	\$ 12,565.00	\$ 13,895.00	\$ 13,895.00
110	Specialties	LS	1	\$ 8,602.00	\$ 8,602.00	\$ 16,000.00	\$ 16,000.00	\$ 4,087.00	\$ 4,087.00	\$ 9,365.00	\$ 9,365.00
<b>Subtotal General Work:</b>					\$ 197,298.51		\$ 215,000.00		\$ 348,104.00		\$ 320,812.00
<b>MEP Work</b>											
111	Plumbing	LS	1	\$ 40,480.00	\$ 40,480.00	\$ 25,000.00	\$ 25,000.00	\$ 24,235.00	\$ 24,235.00	\$ 40,635.00	\$ 40,635.00
112	Mechanical	LS	1	\$ 6,704.50	\$ 6,704.50	\$ 6,700.00	\$ 6,700.00	\$ 5,875.00	\$ 5,875.00	\$ 5,350.00	\$ 5,350.00
113	Electrical	LS	1	\$ 36,052.50	\$ 36,052.50	\$ 26,000.00	\$ 26,000.00	\$ 29,192.00	\$ 29,192.00	\$ 29,285.00	\$ 29,285.00
<b>Subtotal MEP Work:</b>					\$ 83,237.00		\$ 57,700.00		\$ 59,302.00		\$ 75,270.00
<b>Building Only Site Work</b>											
114	Earthwork	LS	1		\$ -	\$ 8,000.00	\$ 8,000.00	\$ 8,482.00	\$ 8,482.00	\$ 23,029.00	\$ 23,029.00
115	Exterior Improvements	LS	1	\$ 5,344.63	\$ 5,344.63	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ 4,500.00	\$ 4,500.00
<b>Subtotal Building Only Site Work:</b>					\$ 5,344.63		\$ 13,000.00		\$ 8,482.00		\$ 27,529.00
<b>Subtotal Restroom Facility, 5.02 (General, MEP, and Building Site Work combined):</b>					\$ 285,880.14		\$ 285,700.00		\$ 415,888.00		\$ 423,611.00
<b>PROJECT TOTAL: (Bid Tabs 5.01 and 5.02):</b>					\$ 1,040,816.14		\$ 891,980.30		\$ 1,058,174.77		\$ 1,507,608.50



- LEGEND**
- — — — — PROPERTY LINE
  - — — — — PARCEL LINE/RIGHT-OF-WAY
  - - - - - EXISTING CONTOUR (1' INTERVAL)
  - - - - - EXISTING CONTOUR (5' INTERVAL)
  - x - x - x - EXISTING FENCE
  - - - - - EXISTING PATH
  - OU — EXISTING OVERHEAD UTILITY
  - T — EXISTING TELEPHONE
  - W — EXISTING WATER
  - — — — — EXISTING STORM SEWER
  - SA — EXISTING SANITARY SEWER
  - ⊙ EXISTING TREE
  - ⊙ EXISTING WETLAND
  - ⊙ 839 — PROPOSED CONTOUR (1' INTERVAL)
  - ⊙ 840 — PROPOSED CONTOUR (5' INTERVAL)
  - ▬▬▬▬▬▬▬ PROPOSED STORM SEWER
  - W — PROPOSED WATER
  - SA — PROPOSED SANITARY
  - ⊙ PROPOSED STORM MANHOLE
  - PROPOSED STORM INLET
  - ▬▬▬▬▬▬▬ PROPOSED CONCRETE PATH
  - ⊙ PROPOSED TREE
  - ▭ PROPOSED BUILDING (BY OTHERS)
  - PROPOSED LANDING
  - ⊙ PROPOSED SANITARY MANHOLE
  - PROPOSED INLET PROTECTION (SEE DETAIL)
  - ▨▨▨▨▨▨▨ PROPOSED BEACH AREA

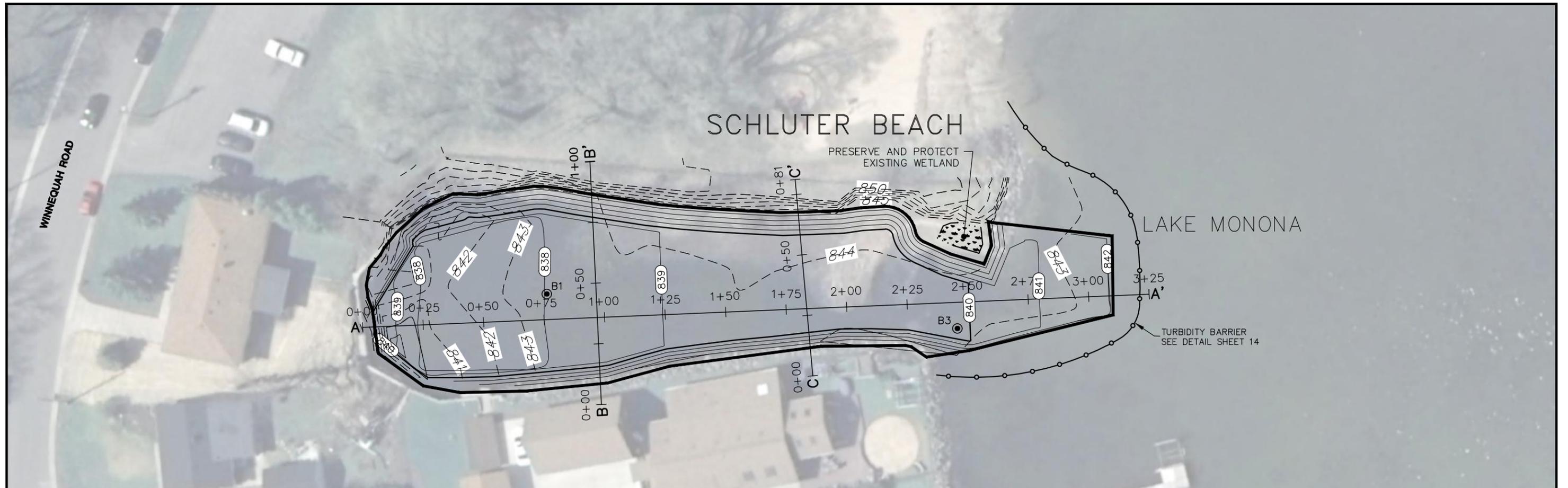
**NOTES:**

1. SEE SHEET 3 FOR ADDITIONAL BASE MAP LEGEND.



PROJECT NO.	25213134.00	DRAWN BY:	JB/KP/AHB		<b>CITY OF MONONA</b> 5211 SCHLUTER ROAD MONONA, WI 53716-2598 608-222-2525	CITY OF MONONA SCHLUTER BEACH IMPROVEMENT PROJECT	OVERALL PROPOSED SITE PLAN	SHEET
DRAWN:	04/08/14	CHECKED BY:	JO					5
REVISED:	11/24/15	APPROVED BY:						

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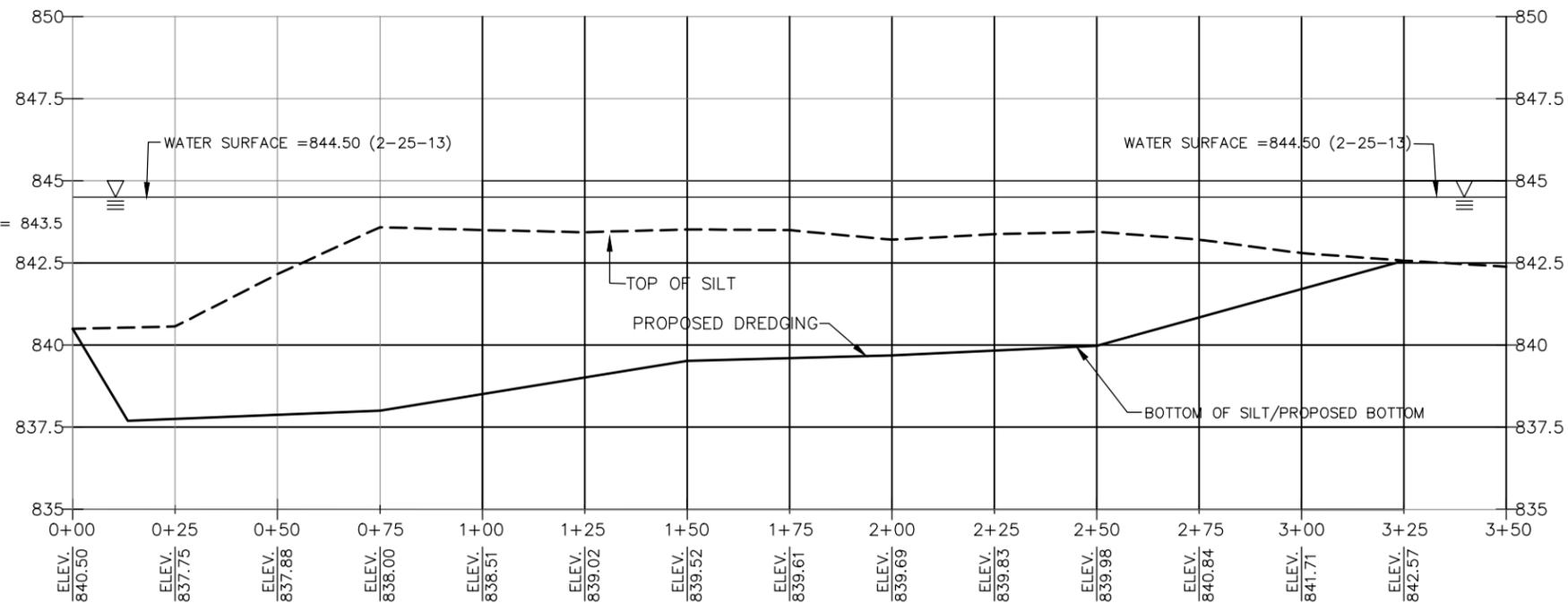
**NOTE:**

1. DATA PROVIDED WAS COLLECTED BY SCS ENGINEERS ON JULY 17, 2013. INFORMATION COLLECTED AND PROVIDED SHALL BE FOR REFERENCE ONLY.

**LAKE MONONA TARGET WATER LEVELS:**

844.7 (SUMMER MIN.)  
 845.2 (TARGET MAX.)  
 847.7 (100-YEAR)

48" STORM IE = 843.5



**DREDGE PLAN CROSS SECTION A-A'**  
 SEE DETAIL SHEET 13 FOR CROSS SECTIONS B-B' AND C-C'



**LEGEND**

- 843 --- EXISTING CONTOUR
- (842) --- PROPOSED CONTOUR
- ○ ○ PROPOSED TURBIDITY BARRIER
- B1 APPROXIMATE SEDIMENT SAMPLE LOCATION AND NUMBER
- PROPOSED DREDGING LIMITS



SCALE: 1" = 40'

PROJECT NO.	25213134.00	DRAWN BY:	BS/AHB
DRAWN:	02/26/13	CHECKED BY:	BP
REVISED:	01/21/16	APPROVED BY:	

**ENGINEER**  
**SCS ENGINEERS**  
 2830 DAIRY DRIVE MADISON, WI 53718-6751  
 PHONE: (608) 224-2830

**CLIENT**  
  
 CITY OF MONONA  
 5211 SCHLUTER ROAD  
 MONONA, WI  
 53716-2598  
 608-222-2525

**SITE**  
 CITY OF MONONA  
 SCHLUTER BEACH IMPROVEMENT PROJECT

SCHLUTER COVE DREDGING  
 PLAN AND PROFILE

**SHEET**  
 9

**Resolution No. 16-3-2085  
Monona Common Council**

**A RESOLUTION ESTABLISHING A SPECIAL ASSESSMENT SCHEDULE  
FOR DREDGING OF THE SCHLUTER BEACH CHANNEL**

**WHEREAS**, Ordinance 4-11-623, adopted May 2, 2011, established the assessment and cleaning work policy for lagoons, rivers and channels; and

**WHEREAS**, per the above ordinance, Section 6-1-12 (b) (8) of the Code of Ordinances was created as follows:

- (8) **Assessment and Cleaning Work Policy – Lagoons, Rivers and Channels**
- a. Following review and approval of the project's final design plan, the cost of the proposed cleaning work shall be specially assessed pursuant to the following schedule:
  - b. Seventy Percent (70%) Abutting Property Owners and Thirty Percent (30%) City.
  - c. The assessment methodology shall utilize the shoreline for calculation of frontage method. This assessment schedule shall not apply to shoreline stabilization. The City shall pay no costs for shoreline stabilization except pursuant to Subsection (b)(8)d below.
  - d. Notwithstanding the above, the City may elect to follow a different special assessment schedule when in the judgment of the Common Council, after review by the Public Works Committee, it would be inappropriate and unfair to apply the schedule set forth above.
  - e. City cost sharing for cleaning work associated with the Belle Isle channels shall occur no more often than once every 25 years.
  - f. City cost sharing for cleaning work associated with the Cove Circle channel and Schluter Beach channel shall occur no more often than once every 15 years.

**WHEREAS**, in accordance with Section 6-1-12(b)(8)d above, the Public Works Committee is recommending that an alternate special assessment schedule be followed for the Schluter Beach Channel Dredging Project as follows:

The assessment methodology shall utilize the shoreline for calculation of frontage method with a minimum frontage requirement of 50 feet and a maximum of 100 feet for Residential properties, and the City's Schluter Park shoreline to be assessed based on its full length of 242 feet.

**NOW, THEREFORE, BE IT RESOLVED** that the Common Council of the City of Monona, Dane County, Wisconsin, hereby approves the alternate special assessment schedule as defined above for the Schluter Beach Channel Dredging Project.

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

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Approval Recommended By: Public Works Committee – 3/2/16

Council Action:  
Date Introduced: 3-7-16  
Date Approved: \_\_\_\_\_

## Sec. 6-1-12 Waterway Maintenance.

### (a) Definitions.

(1) **Waterway.** Any navigable water body.

(2) **Navigability.** A waterway is navigable if it has bed and banks, and it is possible to float a canoe or other small craft in it at some time of the year.

(3) **Shoreline.** A line that connects all the ordinary high water marks on the banks or shore where the water is present.

(4) **Ordinary High Water Mark.** The point on the bank or shore where the water is present often enough so that the lake or stream bed begins to look different from the upland. Specifically, the ordinary high water mark is the point on the bank or shore up to which the water, by its presence or wave action or flow, leaves a distinct mark on the shore or bank. The mark may be indicated by erosion, destruction of/or change in vegetation, or other easily recognizable characteristics.

(5) **Cleaning Work.** Any effort that will result in the removal of the deposits on the bed and banks of a navigable waterway that occurred throughout the years, including mechanical dredging, hydraulic dredging, hand work cleaning, or work of a similar character.

### (b) Assessment and Cleaning Process.

(1) **Application.** A written application may be made by any interested party to the City Engineer requesting consideration for the cleaning of a waterway and/or stabilizing of a shoreline. No application shall be processed unless accompanied by a fee as prescribed by Section 7-15-1. The fee shall be credited against any assessment for waterway maintenance but shall be otherwise non-refundable.

(2) **Application Review by City Engineer.** Upon receiving the written application the City Engineer (hereafter Engineer) shall conduct a preliminary review of the proposed work which shall include:

- a. Rough cost estimate.
- b. Recommendation on whether project design planning shall be performed by the City Engineer or an outside engineering firm.
- c. Evaluation of project's environmental impact.
- d. Consultation with the Department of Natural Resources to ascertain permit procedure/timetable.
- e. Contact with affected/surrounding property owners to determine availability of construction easements.
- f. Such other factors as deemed appropriate by the City Engineer.
- g. Written recommendation to the Public Works Committee regarding the advisability of the project.

(3) **Hearing Before Public Works Committee.** Upon receipt of the Engineer's report the Public Works Committee shall hold a hearing on the application for the cleaning of a waterway and/or stabilizing of a shoreline. Notice shall be given to the public and affected property owners. The Public Works Committee shall determine the procedures to be utilized at any such hearing.

(4) **Decision of Public Works Committee.** The Public Works Committee may recommend approval or rejection of the project and shall in writing inform the public and affected property owners of its decision.

(5) **Report to/Consideration by Common Council.** Any project receiving a positive recommendation shall be recommended by the Public Works Committee for inclusion in the Capital Improvement Budget for the subsequent year City budget. The Common Council shall have final approval of all projects.

### (6) Design/Planning.

- a. Any project approved by the Common Council shall be designated and constructed in substantial compliance with the specifications prescribed by the Engineer or designee and

approved by the Public Works Committee. The final design plans shall include a recommendation as to the average distance to be utilized in assessment calculations.

- b. If during the design/planning process problems exist which in the opinion of the Engineer change the scope or nature of the project and/or make the project unfeasible, which shall include but not be limited to increased costs, inability to secure necessary easements, unwillingness of property owners to remove temporary structures, or any other substantial concern, the Engineer shall make a report to the Public Works Committee which shall then recommend to the Council whether to proceed with the proposed project.

**(7) Assessment and Cleaning Process-Lakefront. (This section amended per Ordinance 4-11-623, adopted May 2, 2011.)**

- a. Following review and approval of the project's final design plan, the cost of the proposed cleaning work shall be specially assessed pursuant to the following schedule:
- b. Seventy Percent (70%) Abutting Property Owners and Thirty Percent (30%) City-For any cleaning work within fifty (50) foot average distance from the shoreline. For any cleaning work of a total width of fifty (50) foot average or less.
  - 1. Sixty Percent (60%) Abutting Property Owners and Forty Percent (40%) City-For any cleaning work which extends from the shoreline more than fifty (50) and less than one hundred (100) foot average distance. For any cleaning work of a total width of fifty (50) feet and less than one hundred (100) feet average.
  - 2. Fifty Percent (50%) Abutting Property Owners and Fifty Percent (50%) City-For any cleaning work that extends from the shoreline one hundred (100) feet or more distance. For any cleaning work of a total width of one hundred (100) feet or more average.
  - 3. The average distance shall be the mean of the length of a set of parallel lines extended from the shoreline to the point of the dredging limits evenly spaced at ten (10) feet. Only one (1) assessment schedule per project shall apply.
- c. The assessment methodology shall utilize the meander line for calculation of frontage method. This assessment schedule shall not apply to shoreline stabilization. The City shall pay no costs for shoreline stabilization except pursuant to Subsection (b)(7)d below.
- d. Notwithstanding the above the City may elect to follow a different special assessment schedule when in the judgment of the Common Council, after review by the Public Works Committee, it would be inappropriate and unfair to apply the schedule set forth above.

**(8) Assessment and Cleaning Work Policy-Lagoons, Rivers and Channels. (This section added per Ordinance 4-11-623, adopted May 2, 2011.)**

- a. Following review and approval of the project's final design plan, the cost of the proposed cleaning work shall be specially assessed pursuant to the following schedule:
- b. Seventy Percent (70%) Abutting Property Owners and Thirty Percent (30%) City.
- c. The assessment methodology shall utilize the shoreline for calculation of frontage method. This assessment schedule shall not apply to shoreline stabilization. The City shall pay no costs for shoreline stabilization except pursuant to Subsection (b)(8)d below.
- d. Notwithstanding the above, the City may elect to follow a different special assessment schedule when in the judgment of the Common Council, after review by the Public Works Committee, it would be inappropriate and unfair to apply the schedule set forth above.
- e. City cost sharing for cleaning work associated with the Belle Isle channels shall occur no more often than once every 25 years.
- f. City cost sharing for cleaning work associated with the Cove Circle channel and Schluter Beach channel shall occur no more often than once every 15 years.

City of Monona - Department of Public Works  
 2016 Schluter Beach Improvement Project - Dredging  
 Preliminary Special Assessment Role  
 Assessable Costs, Dollars Per Foot - \$183.28

No.	Parcel Number	Property Owner	Address	Shoreline Frontage	* Adjusted Assessed Frontage	Preliminary Assessment
1	71017152954	City of Monona	4511 Winnequah Rd.	242	242	\$44,353.76
2	71017152847	John Vanarsdale	4507 Winnequah Rd.	76.5	76.5	\$14,020.92
3	71017152730	Nancy Moore	4505 Winnequah Rd.	20	50	\$9,164.00
4	71017153006	William Branch	4400 Outlook St.	41.5	50	\$9,164.00
5	71017153088	Robert Kalejta	4402 Outlook St.	179	100	\$18,328.00
				559	518.5	\$95,030.68
<p style="text-align: right;"><u>Assessable Costs:</u></p> <p style="text-align: right;">Design \$20,445</p> <p style="text-align: right;">O&amp;A \$3,220</p> <p style="text-align: right;">Permit Reporting \$450</p> <p style="text-align: right;">Dredging \$122,250</p> <p style="text-align: right;"><u>\$146,365</u></p> <p><u>Shoreline Frontage Method</u></p> <p>Shoreline Frontage: 559'</p> <p>Assessable Cost Per Foot: \$183.28      (102,455.50/559 = 183.28)</p> <p>Ordinance 70% Property Owner \$102,455.50</p> <p>Ordinance 30% City \$43,909.50</p> <p>* <u>Public Works Committee Recommended Assessment Charge:</u></p> <p>Residential Properties = 50' minimum and 100' maximum</p> <p>Park Property = full shoreline length of 242'</p> <p>Property Owner Share (not including park) \$50,676.92</p> <p>Remaining Balance of Adjusted Property Owner Share: (now a city cost) \$7,424.82</p> <p>30% City Share: \$43,909.50</p> <p>City Property Assessment Share: \$44,353.76</p> <p>Total: <u>\$146,365.00</u></p> <p>Total City Cost: (43,909.50 + 7,424.82 + 44,353.76) \$95,688.08</p>						

**Ordinance No. 3-16-676  
Monona Common Council**

**AN ORDINANCE AMENDING THE OFFICIAL TRAFFIC MAP OF THE CITY OF  
MONONA FOR ESTABLISHMENT OF “NO PARKING THIS SIDE” AND “NO  
PARKING BETWEEN ARROWS” ON BRIDGE ROAD**

The City Council of the City of Monona, Dane County, Wisconsin, hereby resolves as follows:

**WHEREAS**, it is the intent of the City of Monona to protect the public health, safety and welfare; and,

**WHEREAS**, pursuant to that intent, Section 10-1-5 of the City of Monona Code establishes an official traffic map; and,

**WHEREAS**, the City of Monona will install bike lanes in both directions on Frost Woods Road, from Monona Drive to Bridge Road; and on Bridge Road, from Frost Woods Road to Winnequah Road; and,

**WHEREAS**, after review and discussion by City staff and the Public Works Committee, the following revisions to the official traffic map have been recommended to be effective immediately:

1. Establishment of a “No Parking This Side” zone of the southbound lane on Bridge Road, from Frost Woods Road to Winnequah Road. Installation of appropriate “No Parking This Side” signs shall be in a manner consistent with practices as specified in the Manual of Uniform Traffic Control Devices (MUTCD).
2. Establishment of “No Parking Between Arrows” of the northbound lane, from Ford Street for a distance of 100 feet to the end of the guard rail at 6214 Bridge Road.

**NOW, THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Monona, Dane County, Wisconsin do ordain as follows:

1. The Official Traffic Map shall be amended as follows: “No Parking This Side” to be established for the southbound lane of Bridge Road, from Frost Woods Road to Winnequah Road, and “No Parking Between Arrows” of the northbound lane, from Ford Street for a distance of 100 feet north to the end of the guard rail at 6214 Bridge Road.
2. City staff is directed to take any and all action necessary to implement the aforementioned revisions.

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

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Approval Recommended By: Public Works Committee – 3/2/16

Council Action:

Date Introduced: 3-7-16

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

# City of Monona – Public Works & Utilities

5211 Schluter Road  
Monona, Wisconsin 53716  
Phone: 608-222-2525  
Fax: 608-222-9225  
Website: [www.mymonona.com](http://www.mymonona.com)



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February 9, 2016

Re: Consideration of Bridge Road No Parking Zone – Frost Woods Road to Winnequah Road

Dear Property Owner/Resident:

I am writing you at the request of the City of Monona Public Works Committee. The committee will be considering approval of a no parking zone in the southbound lane on Bridge Road, from Frost Woods Road to Winnequah Road, at its March 2, 2016 meeting.

The Public Works Committee has been working with Strand Associates to determine ways to make this corridor safer, and for ways to better accommodate pedestrian and bike traffic. The Bridge Road pavement marking and signing plan (enclosed) presented to the committee by Strand Associates includes a six-foot wide southbound bike lane (no parking zone), and a 14-foot wide northbound biking lane and parking lane. Proposed travel lanes are 10 feet wide in each direction. The pavement marking and signing plan is designed to make it safer for motorists as they approach the curve near Ford Street, as well making it safer for pedestrians who are walking on Bridge Road and for patrons using Bridge Road Park. The pavement marking plan also includes the addition bike lanes on Frost Woods Road, from Bridge Road to Monona Drive.

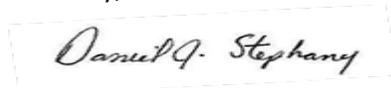
Per Monona City Ordinance, restrictions to on-street parking need to be approved by the Public Works Committee and City Council. If the changes to the pavement marking plan and no parking request are approved by the Public Works Committee and City Council this coming spring, changes will take effect this coming summer and fall.

As mentioned above, the Public Works Committee will be discussing this issue at its March 2, 2016 meeting, at the Monona Community Center (1011 Nichols Road), beginning at 6:30 p.m. You are invited and welcome to share your feedback about the proposed no parking zone and pavement marking plan with the committee at this meeting. Alternatively, you may call or email your comments to me at (608) 222-2525 or [dstephany@ci.monona.wi.us](mailto:dstephany@ci.monona.wi.us), and I will share all comments with the committee members on March 2.

For a more detailed view of the pavement marking and signing plan set, please visit <http://www.mymonona.com/258/City-Projects-Bids>.

Thank you for your feedback.

Sincerely,



Daniel J. Stephany  
Director of Public Works & Utilities

cc: Monona Public Works Committee  
Monona City Council  
April Little, City Administrator  
Walter Ostrenga, Police Chief

enc: Proposed Pavement Marking & Signing Plan Sheet

ARW2	ARROWS TYPE 2 (WHITE)
ARWB	BIKE LANE SYMBOL AND ARROW (WHITE)
SHLM	SHARED LANE MARKING (WHITE)
CWW6	CROSSWALK 6-INCH (WHITE)
SBW24	STOP BAR 24-INCH (WHITE)
WL4	4-INCH (WHITE LANE LINE)
DY4	4-INCH DOUBLE YELLOW
WS4-3	4-INCH (WHITE SKIP) (3' SEG., 6' GAP)



**BRIDGE ROAD AND FROSTWOODS ROAD  
PAVEMENT MARKING AND SIGNING PLAN**

CITY OF MONONA  
DANE COUNTY, WI

**MATCHLINE B**

**BRIDGE ROAD**

**MIDWOOD AVE**



**FIGURE 2-1**  
1093.026

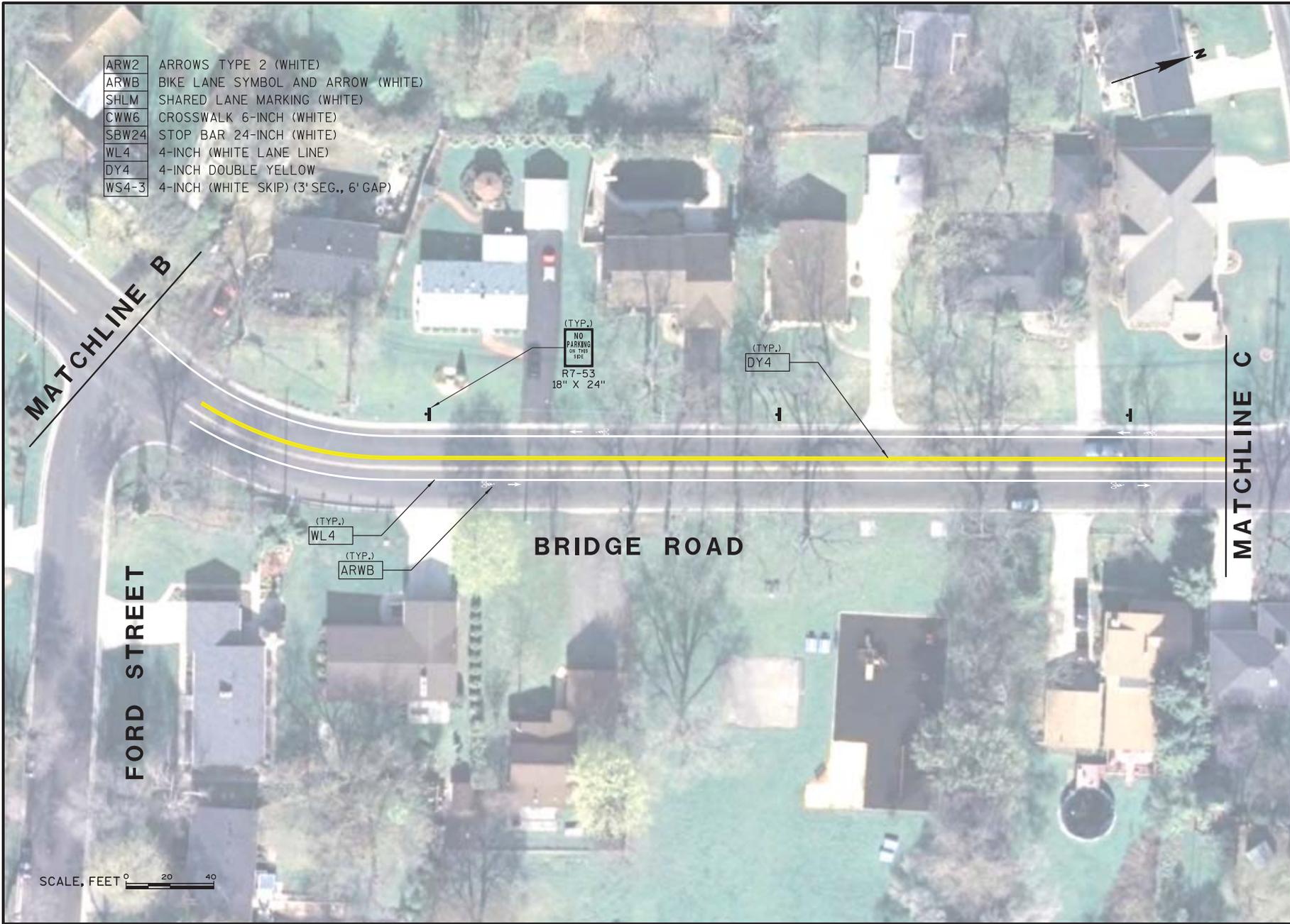
\$FILES

\$USERS

\$DATES

\$TIMES

ARW2	ARROWS TYPE 2 (WHITE)
ARWB	BIKE LANE SYMBOL AND ARROW (WHITE)
SHLM	SHARED LANE MARKING (WHITE)
CWW6	CROSSWALK 6-INCH (WHITE)
SBW24	STOP BAR 24-INCH (WHITE)
WL4	4-INCH (WHITE) LANE LINE
DY4	4-INCH DOUBLE YELLOW
WS4-3	4-INCH (WHITE) SKIP (3' SEG., 6' GAP)



SCALE, FEET 0 20 40

**BRIDGE ROAD AND FROSTWOODS ROAD  
PAVEMENT MARKING AND SIGNING PLAN**

CITY OF MONONA  
DANE COUNTY, WI



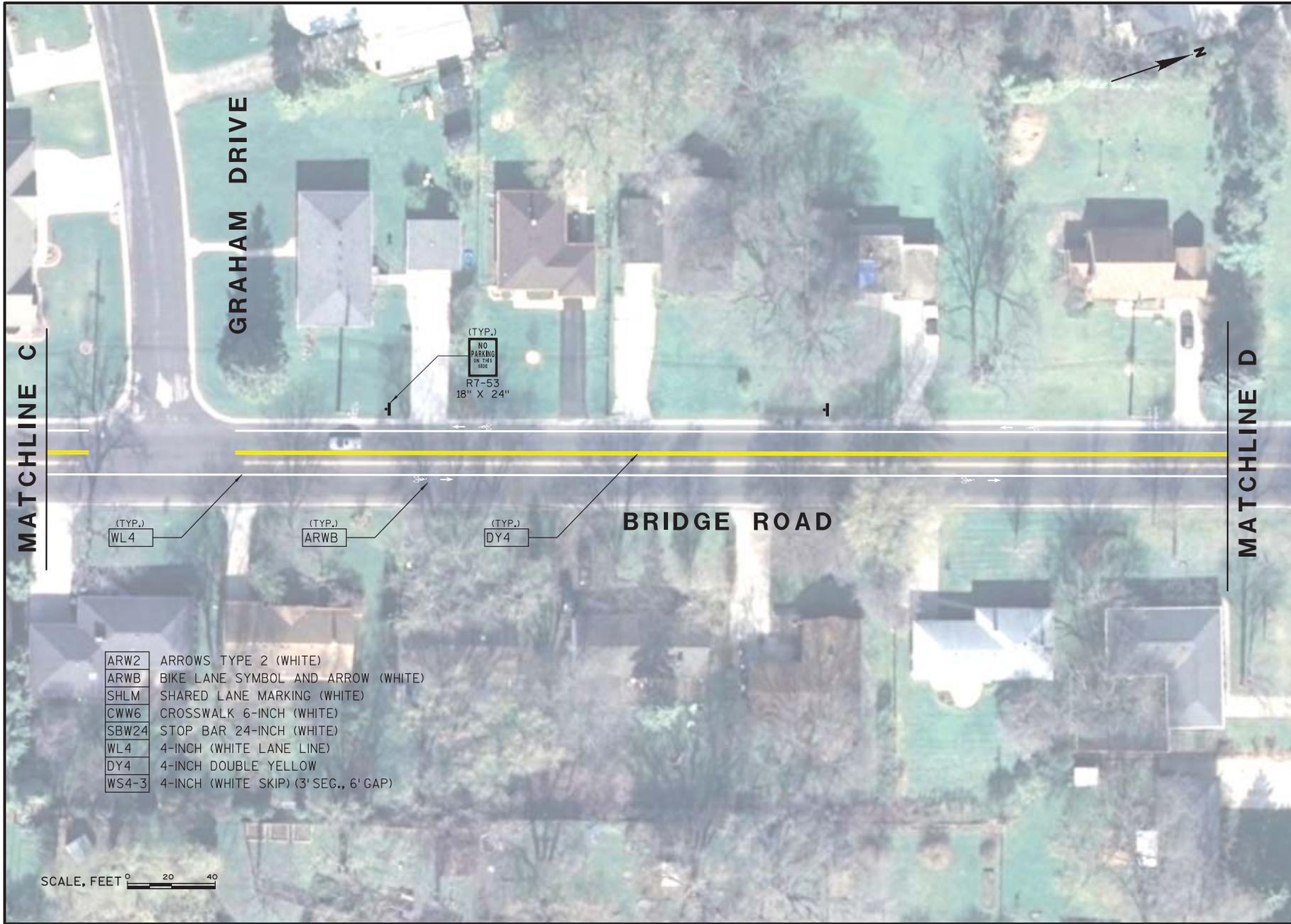
**FIGURE 2-2**  
1093.026

\$FILES

\$USERS

\$DATES

\$TIMES



MATCHLINE C

GRAHAM DRIVE

MATCHLINE D

BRIDGE ROAD

(TYP.)  
NO  
PARKING  
ON THIS  
SIDE  
R7-53  
18" X 24"

(TYP.)  
WL4

(TYP.)  
ARWB

(TYP.)  
DY4

- ARW2 ARROWS TYPE 2 (WHITE)
- ARWB BIKE LANE SYMBOL AND ARROW (WHITE)
- SHLM SHARED LANE MARKING (WHITE)
- CWW6 CROSSWALK 6-INCH (WHITE)
- SBW24 STOP BAR 24-INCH (WHITE)
- WL4 4-INCH (WHITE) LANE LINE
- DY4 4-INCH DOUBLE YELLOW
- WS4-3 4-INCH (WHITE) SKIP (3' SEG., 6' GAP)

SCALE, FEET 0 20 40

BRIDGE ROAD AND FROSTWOODS ROAD  
PAVEMENT MARKING AND SIGNING PLAN

CITY OF MONONA  
DANE COUNTY, WI



FIGURE 2-3  
1093.026

\$FILES

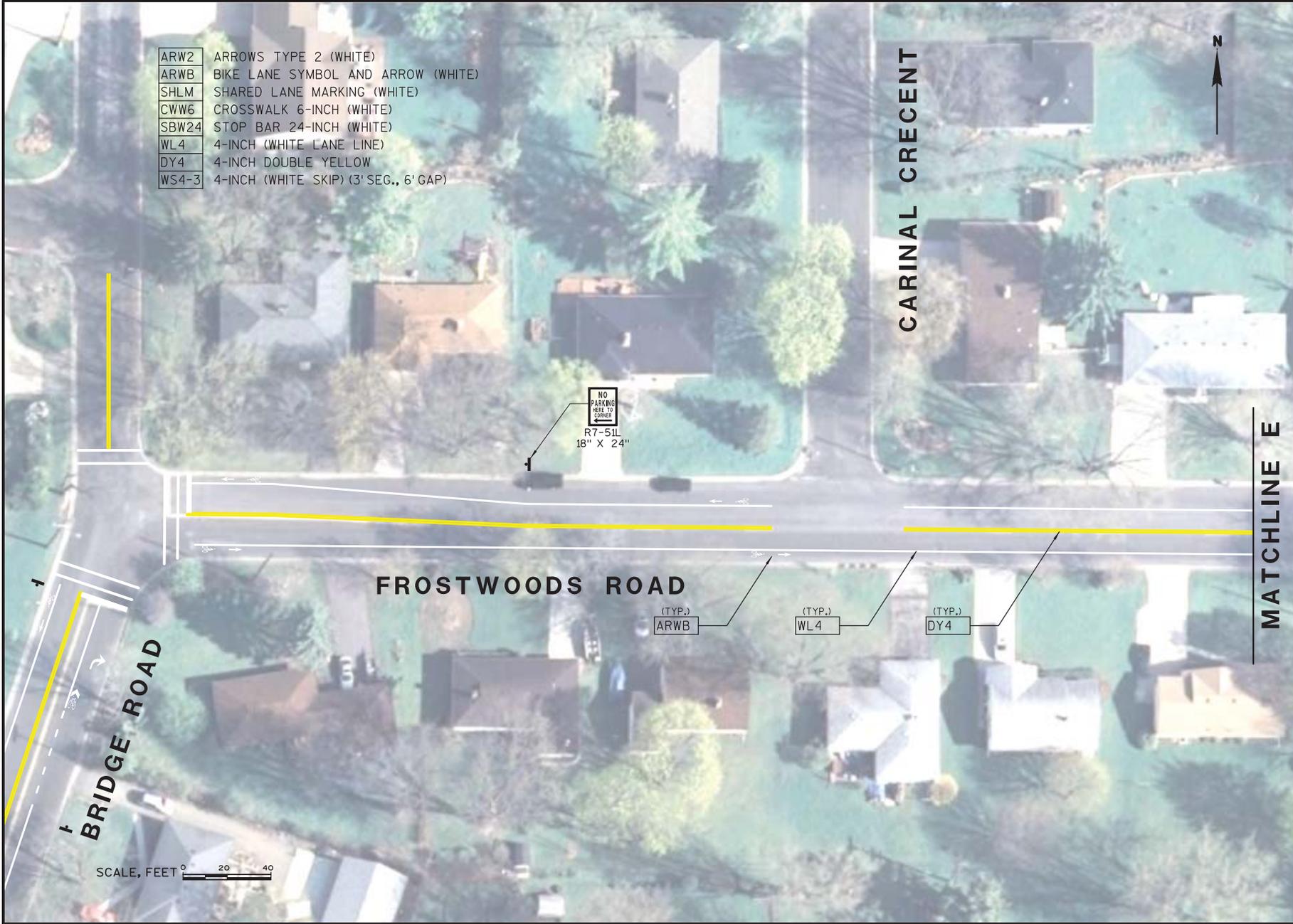
\$USERS

\$DATES

\$TIMES



ARW2	ARROWS TYPE 2 (WHITE)
ARWB	BIKE LANE SYMBOL AND ARROW (WHITE)
SHLM	SHARED LANE MARKING (WHITE)
CWW6	CROSSWALK 6-INCH (WHITE)
SBW24	STOP BAR 24-INCH (WHITE)
WL4	4-INCH (WHITE LANE LINE)
DY4	4-INCH DOUBLE YELLOW
WS4-3	4-INCH (WHITE SKIP) (3' SEG., 6' GAP)



**BRIDGE ROAD AND FROSTWOODS ROAD  
PAVEMENT MARKING AND SIGNING PLAN**

CITY OF MONONA  
DANE COUNTY, WI



**FIGURE 2-5**  
1093.026

\$FILES

\$USERS

\$DATES

\$TIMES



ARW2	ARROWS TYPE 2 (WHITE)
ARWB	BIKE LANE SYMBOL AND ARROW (WHITE)
SHLM	SHARED LANE MARKING (WHITE)
CWW6	CROSSWALK 6-INCH (WHITE)
SBW24	STOP BAR 24-INCH (WHITE)
WL4	4-INCH (WHITE) LANE LINE
DY4	4-INCH DOUBLE YELLOW
WS4-3	4-INCH (WHITE SKIP) (3' SEG., 6' GAP)

MATCHLINE E

MATCHLINE F

FROSTWOODS ROAD

SYLVAN LANE

GATEWAY GREEN

(TYP.)  
ARWB

(TYP.)  
WL4

(TYP.)  
DY4

SCALE, FEET 0 20 40

**BRIDGE ROAD AND FROSTWOODS ROAD  
PAVEMENT MARKING AND SIGNING PLAN**

CITY OF MONONA  
DANE COUNTY, WI



**FIGURE 2-6**  
1093.026

\$FILES

\$USERS

\$DATES

\$TIMES



ARW2	ARROWS TYPE 2 (WHITE)
ARWB	BIKE LANE SYMBOL AND ARROW (WHITE)
SHLM	SHARED LANE MARKING (WHITE)
CWW6	CROSSWALK 6-INCH (WHITE)
SBW24	STOP BAR 24-INCH (WHITE)
WL4	4-INCH (WHITE) LANE LINE
DY4	4-INCH DOUBLE YELLOW
WS4-3	4-INCH (WHITE) SKIP (3' SEG., 6' GAP)

MATCHLINE F

(TYP.)  
ARWB

(TYP.)  
WL4

(TYP.)  
DY4

FROSTWOODS ROAD

SCALE, FEET 0 20 40

**BRIDGE ROAD AND FROSTWOODS ROAD  
PAVEMENT MARKING AND SIGNING PLAN**

CITY OF MONONA  
DANE COUNTY, WI



**FIGURE 2-7**  
1093.026

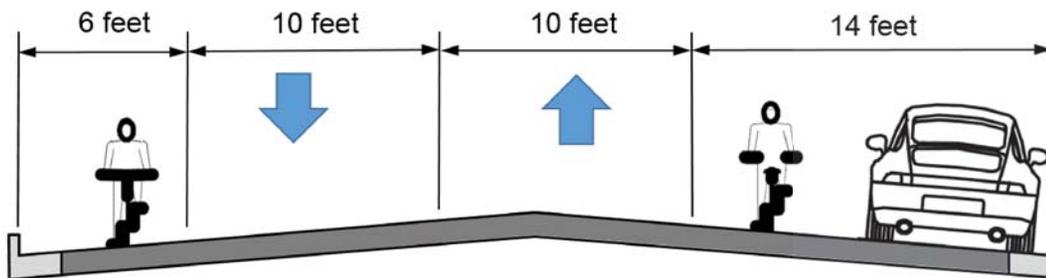
\$FILES

\$USERS

\$DATES

\$TIMES

**Proposed Bike Lane Typical Section  
(Bridge Road Looking North)  
(Frostwoods Road Looking West)**



**BRIDGE ROAD AND FROSTWOODS ROAD  
PAVEMENT MARKING AND SIGNING PLAN  
FINISHED TYPICAL SECTION**

**CITY OF MONONA  
DANE COUNTY, WI**



**FIGURE 1-1  
1093.026**

# MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

**DEPARTMENT:** City Administrator April Little

**MONTH OF:** February 2016

## Major Projects / Issues:

- **UniverCity** projects meetings held (in addition to in-house staff meetings):
  - Housing: Ken Paulson, UW
  - Broadband: Suman Banerjee, UW - WiNest
- **Strategic Plan:** Met with Walter Jankowski to discuss and plan for 2017-2019 update
- **ON HOLD/WAITING:**
  - **City administrative offices reorganization:** Waiting for Spacesaver proposal rep. regarding reorganizing filing systems. This might impact final office design.
  - **Recodification:** General Code's analysis is delayed until early March.

## Planning / Development:

- **Riverfront Project**
  - Work group and developer meetings (6), including a meeting with Advantage Osborne regarding Chase Bank leases and the Kessenichs (Inland Marina).
- **Monona Drive acquisitions:** Assisted with research for CDA (Vu/Kiefer)
- **Met with Retail Strategies** about marketing assistance
- Working with City Planner on development presentations, materials and guidebook advertisement

## Meetings Attended (Miscellaneous) / Presentations

- **Presentation** to Monona Grove Business Men's Association
- **Hosted** Wisconsin City/County Management Association (WCMA) meeting at Waypoint
- **Miscellaneous Committee Meetings:** Facilities, Landmarks, CDA, Public Safety (regarding Code Enforcement)
- **Monona East Side Business Alliance Meetings:** EDGER meeting

## Personnel / Administration:

- **WPPA Police Union** – Two grievances have been filed regarding an insurance opt-out memorandum of understanding. Hearing date with WERC is April 19.
  - Contract – not accepted by WPPA. Setting up discussion meetings.
- **Fire Union IAFF Grievance** – Scheduled hearing date with WERC for March 29.

## Upcoming Objectives / Events:

- March 1 – Read Across America, Winnequa School
- Riverfront Development meetings: Dunn, Budenz/DNR
- March 9 – Smart Growth presentation (Madison)

# MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

**DEPARTMENT:** Public Works & Utilities

**MONTH OF:** February 2016

## Accomplishments:

- City staff attended the annual Diggers Hotline Safety Meeting. Discussion focused properly performing locates, and excavation safety.
- Completed snow removal operations from the February 14<sup>th</sup> snow event.
- Hauled snow from various locations throughout the City.
- Cleared snow from catch basins throughout the City.
- Recycled stockpile of old electronics.
- Completed pot hole patching the week of February 15<sup>th</sup>.
- Started the first round of street sweeping the week of February 22<sup>nd</sup>.
- Started tree trimming the week of February 22<sup>nd</sup>.
- Removed illegally deposited debris from the Ahuska Park ditch line. Debris collected in the past includes and old piano, wash machine, tires, and other junk. Staff is considering asking for approval to install a chain link fence behind the row of businesses in Pier 37.
- Refurbish concrete forms in advance of the upcoming concrete repair season.

## Major Projects / Issues:

- The Schluter Beach Improvement Project bids were received on February 18<sup>th</sup>. Drax Incorporated provided the low bid.
- We received our new asphalt pot hole patching buggy on February 23<sup>rd</sup>.

## In Progress / Routine Duties:

- Completed meter changes and meter reading for the month.
- Completed daily rounds at the wells and lift stations, collected required water samples, and complete diggers hotline locates for the month.
- Clean floor drains at the shop, complete inventory of shop items, and complete shop maintenance for the month.
- Complete street sign repair for the month.
- Complete snow and ice control as needed.
- Coordinate City projects with our engineers.
- Started research and review of specifications for vehicles scheduled to be replaced in 2017.

## Upcoming Objectives / Events:

- The public information meeting for the Schluter Park Improvement Project is scheduled for 6:00pm on April 13, 2016.
- Prepare 2016 road maintenance specifications and manual.
- Two staff members will be attending the annual Government Affairs Seminar in Middleton on February 25<sup>th</sup>.

## Personnel:

- The department is at full staff.

# City of Monona – Public Works & Utilities

5211 Schluter Road  
 Monona, Wisconsin 53716  
 Phone: 608-222-2525  
 Fax: 608-222-9225  
 Website: [www.mymonona.com](http://www.mymonona.com)



## Memorandum

To: Mayor Miller, City Council, Public Works Committee, Administrator Little

From: Brad Bruun, DPW Project Coordinator

Date: February 29, 2016

Subject: Public Works Grant Update

The City of Monona has been successful in obtaining a variety of grant awards for various projects. Below is a summary of grant awards the Department/City has received since 2010.

Year	Grant Award	Project Cost	Project Name
2010	\$5,254,000	\$8,681,000	Federal Highway Grant, STP-U; Monona Drive Ph. 1
2010	\$225,000	\$418,000	Dept. of Commerce Energy Efficiency Grant; building upgrades City Hall, Library, Community Center
2011	\$33,861	\$896,315	Local Road Improvement Grant; Belle Isle Road Reconstruction Project
2011	\$10,000	\$10,000	State of Wisconsin Energy Independent Communities Grant; Natural Step Education
2012	\$1,839,000	\$3,713,000	Federal Highway Grant, STP-U; Monona Drive Ph. 2
2013	\$114,117	\$148,300	Dane County Urban Storm Water Grant; Cove Channel Storm Water Improvements
2013	\$70,694	\$148,988	Dane County Urban Storm Water Grant; Firemen's Park Storm Water Improvements
2013	\$27,495	\$27,495	ECEBG LED Outdoor Lighting Upgrades; City Hall, Library, Community Center
2013	\$3,769,000	\$8,122,000	Federal Highway Grant, STP-U; Monona Drive Ph. 3
2013	\$6,000	\$12,980	CNG Retrofit; Mechanics Vehicle
2014	\$34,605	\$148,467	Local Road Improvement Grant; Dean Avenue and Roselawn Avenue mill & overlay
2014	\$27,223	\$38,890	WDNR, Storm Water Planning Grant; Storm Water Management Plan
2014	\$14,046	\$13,401	Yahara WINS and Dane County Urban Non-Point Pilot Program, Curb Cut Rain Garden and Rain Barrel;
2015	\$556,136	\$640,997	WDNR Urban Non-Point Source Water Storm Water Grant (\$88,198); Dane County Urban Storm Water Grant (\$317,400); Dane County Bridge Aid (\$140,538); Yahara WINS (\$10,000); <i>2015 Storm Water Project –</i>

			Install 4 sediment removal boxes, replace 2 culverts
2015	\$3,720	\$25,943	Focus On Energy LED Retrofit Rebate; City Hall lights
2016	\$330,300	\$526,584	WDNR Urban Non-Point Source Water Storm Water Grant (\$83,280); Dane County Urban Storm Water Grant (\$247,020); <i>Schluter Channel Storm Water Project</i>
2016	\$25,000	\$37,313	WDNR Large Scale Planning Grant; Winnequah Park PCB's
Totals	\$12,340,197	\$23,609,673	

**MONONA POLICE DEPARTMENT  
MONTHLY REPORT**



**JANUARY 2016**

## **OPERATIONS DIVISION**

In January of 2016, the Operations Division handled 45 vehicle crashes, which is just three more than the 42 last month. Vehicle crashes are a significant part of a Police Officer's day. There were 177 traffic warnings, 144 traffic citations, and 17 parking tickets issued. There were a total of 1,353 calls for service in January.

### **Training**

In January, 12 Officers attended an 8-hour In-Service on Firearms, DAAT and Civil Process. The remaining officers are scheduled to attend this training in February.

Officer Wedig attended a 2.5 hour instructor update training on Rifle operation.

### **Speed Trailer**

To request the speed trailer, in your neighborhood, contact Officer Jim Reiter at: [jreiter@ci.monona.wi.us](mailto:jreiter@ci.monona.wi.us)

### **Security Checks**

Officers performed 169 security checks in the month of January. A security check is when an Officer goes into a business and walks around to meet with staff to discuss any problems that the businesses are aware of. This also serves as a deterrent for theft. For the overnight shift, this entails checking the perimeter of the business and pulling on doors to make sure the businesses are secure.

### **Retail Thefts**

There were 53 retail theft cases in January, up one from 52 cases in December. Around 50 cases are typical in a month. These cases can be time consuming if the suspect flees and follow-up outside the City is necessary.

### **Tellurian Treatment Center**

In January we had 15 calls to the Tellurian property totaling 21.5 hours of police time.

### **Use of Force Incidents**

There were no Use of Force reports in January.

## **1<sup>st</sup> Shift**

On Jan 15<sup>th</sup> an officer was dispatched to a residence on Dean Avenue for a report of a suicidal female. The female stated she was going to overdose on Heroin or Oxycodone. The female was transported to the hospital where she continued to make very specific suicidal comments. Due to some medical issues, she remained at the hospital with a Monona Officer for 12 hours. Once medically ready for release, she then had to be taken to Winnebago Mental Health via two Monona Officers.

On January 29<sup>th</sup>, at 7:34am, a burglary was reported at a local dentist office. Nothing was disturbed or damaged and entry was not forced. Only the petty cash was stolen. It is believed a key holding employee entered the business after hours and committed this crime.

Lieutenant Curtis Wiegel is the Operations Commander and 1<sup>st</sup> shift patrol supervisor. He can be reached at [cwiegel@ci.monona.wi.us](mailto:cwiegel@ci.monona.wi.us).

## **2<sup>nd</sup> Shift**

During the month of January, second shift officers handled 23 Crashes, 30 Retail Thefts, 153 Traffic Stops were made, several warrant arrests, three OWI arrests and they responded to numerous other calls for service.

The most significant call during the month occurred when officers responded to the 200 block of Thompkins Drive for an apartment that had been shot. Upon arrival Officers observed a bullet hole in the wall of a bedroom. It was determined that the round came from the outside in. A bullet was recovered from the scene. While Officers were investigating that numerous other calls came in for shots fired in the 200 block of Owen Road. Officers found numerous shell casings and other evidence. It is believed that the bullet that struck the apartment came from the incident on Owen Road.

Sergeant Jeremy Winge is the 2<sup>nd</sup> shift patrol supervisor and can be contacted at: [jwinge@ci.monona.wi.us](mailto:jwinge@ci.monona.wi.us)

## **3<sup>rd</sup> Shift**

The Monona Police Department third shift officers handled 2 vehicle crashes, 7 retail thefts, and responded to several disturbance calls. Officers made 70 traffic stops resulting in 4 OWI arrest. Officers were also busy with several domestic and civil disputes.

On January 2<sup>nd</sup>, 2016 at 2 a.m. an officer made a traffic stop on a speed violation, 51 mph in a 30 mph zone on Monona Drive. As a result of the stop the operator was arrested for OWI 3<sup>rd</sup> offense. A blood test conducted where it showed the operator a blood ethanol concentration of .218 g/ 100mL.

On January 16<sup>th</sup>, 2016 at 2:47 a.m. officers responded to Bourbon Street Bar, for a report of a physical fight. The investigation determined that the bartender and his friend were inside the bar after hours when a physical altercation between them had occurred. The investigation is still on-going with citations pending.

On January 22<sup>nd</sup>, 2016 at 1:15 a.m. an officer made a traffic stop on a vehicle for speeding on HWY 12 at South Towne Drive, 77 mph in a 55 mph zone. As a result of the traffic contact the operator was arrested and transported to the Dane Co Jail on an active arrest warrant out of Dane County.

On January 22<sup>nd</sup>, 2016 at 2:10 a.m. an officer made a traffic stop on a vehicle for a speed violation on HWY 12, 72 MPH in a 55 mph zone. As a result of the traffic stop the operator was arrested for OWI 1<sup>st</sup> offense. A breath test later showed the operator had a breath alcohol content of .20 g/210L.

On January 23<sup>rd</sup>, 2016 at 12:35 a.m. and at 1:12 a.m. officers responded to a domestic disturbance call on Tecumseh Ave. On the first call officers did not have probable cause to make an arrest; however on the second disturbance call officers developed probable cause a crime was committed and arrested the male half on domestic disorderly conduct charges. He was transported to the Dane Co Jail.

On January 29<sup>th</sup>, 2016 at 4:20 a.m. officers responded to a disturbance on Kings Row. The investigation determined that a male who was visiting the residence was intoxicated, had stepped outside to have a cigarette when the resident locked him out. The male proceeded to kick down the door to get back into the apartment. The male was arrested on Criminal Damage to Property and transported to the Dane Co Jail on a parole violation. Another witness to this event was also arrested and transported to Jail on an active arrest warrant.

On January 30<sup>th</sup>, 2016 at 12:47 a.m. an officer observed a vehicle that was reported stolen out of the City of Appleton. A high risk stop was conducted and the operator was taken into custody on operating a motor vehicle without owner's consent.

If you have any questions, concerns, or if you have further information on any crimes, please contact the Monona Police Department at 222-0463. Sergeant Adam Nachreiner is 3<sup>rd</sup> shift patrol supervisor and can be contacted at [anachreiner@ci.monona.wi.us](mailto:anachreiner@ci.monona.wi.us)

### **Community Resource Officer**

For a majority of the month of January, Community Resource Officer Reiter was assigned to patrol as a field training officer and working road minimums.

On January 4<sup>th</sup> and 8<sup>th</sup>, he was assigned to instructor in-service.

On January 27<sup>th</sup> he attended the Madison Area Loss Prevention Association (MALPA) meeting. During the meeting he was able to identify two theft suspects for other departments and was able to get identified two retail theft suspects for Monona cases.

The rest of the month he has been working on updating the Monona Police Department business contact lists. With the help of Leah Kimmel, we were able to get our contact form on-line and on our social media sites.

He has also been working with our senior residential buildings to get more police presentations scheduled in the next month or two.

If you would like to involve the Monona Police Department in a community presentation or event, please contact Community Resource Officer James Reiter at (608) 222-0463 or [jreiter@ci.monona.wi.us](mailto:jreiter@ci.monona.wi.us)

## **INVESTIGATIVE DIVISION**

### **Detective Unit**

During the month of January, 80 cases were reviewed for possible referral to the Investigative Division.

Crime	Number of Cases
Burglary	1
Drug Investigation	4
Fraud	15
Overdose	1
Retail Theft	53
Theft	6

Members of the Investigative Unit were assigned to, or assisted with, 30 incidents.

### **Current Investigations**

#### **MO15-06618 – FORGERY**

Fake US Currency was negotiated at a local business. There have been many of these cases around Dane County recently.

#### **MO15-06978 – RESIDENTIAL BURGLARY**

A home was burglarized and items were stolen, including guns.

#### **MO15-07041 – RESIDENTIAL BURGLARY**

A home was burglarized and items were stolen, including guns.

**MO15-07168 – ORDINANCE VIOLATION**

Detectives were notified of a massage parlor operating in the city without proper permits.

**MO16-437 – FORGERY**

Fake US Currency was attempted to be negotiated at a local business. There have been many of these cases around Dane County and there are now several suspects identified.

**MO16-438 – FORGERY**

Fake US Currency was attempted to be negotiated at a local business. There have been many of these cases around Dane County and there are now several suspects identified.

**MO16-00236/FRAUD**

On 01/12/2016 a City of Monona check was stolen from the mail, professionally re-printed with a higher dollar amount to another person and cashed at a Monona bank. The suspect has been identified and we have requested a warrant be issued for his arrest.

**MO16-00277/RETAIL THEFT**

This was a Retail Theft at Menards where the suspect stole tools by placing them by the lumber yard for pick up later. The suspect has been identified and we are currently looking for him.

**MO16-00511AND MO16-00632/DRUG INVESTIGATIONS**

Two separate drug arrests were made after doing drug surveillance in business parking lots.

If you have any information to provide in any of the above listed incidents:

Det. Matthew Bomkamp can be contacted at [mbomkamp@ci.monona.wi.us](mailto:mbomkamp@ci.monona.wi.us)

Det. Sgt. Ryan Losby can be contacted at [rlosby@ci.monona.wi.us](mailto:rlosby@ci.monona.wi.us)

**Other Activities**

Property room management

Municipal court officer duties

**School Resource Officer**

A Monona Grove High School student ran into a classroom at the end of the day and punched another student several times. The suspect student said he did it because the other student was talking inappropriately about his girlfriend. I issued the suspect student a municipal citation for disorderly conduct.

A student at the high school was in class very clearly under the influence of marijuana. The student admitted smoking marijuana before coming to school because he was upset

about his girlfriend breaking up with him the night before. We searched the student and his belongings, locating a small amount of marijuana. The student was issued a municipal citation for possession of marijuana.

A verbal altercation between two parents/relatives of high school students occurred at the high school after a basketball game. The incident was reported later that night. Over the next couple of days, a patrol officer and I received statements from several people and reviewed video of the incident. One of the parents/relatives was issued a municipal citation for disorderly conduct.

A high school student reported someone backed into her car in the parking lot. The student said it occurred over the weekend while she was away at an out of town school event. The suspect vehicle has not been located.

A Glacial Drumlins School student sent some harassing texts to another student. I counseled the student on his actions. The student received school consequences.

I worked the Winter Ball dance on a Saturday night at the high school. While driving into the lot of the high school I stopped a car that was driving erratically in the parking lot. While on this traffic stop I witnessed a car strike another car on Monona Drive. The suspect car then fled the scene. I drove after that car and stopped it. The driver was subsequently arrested for operating a motor vehicle while intoxicated and hit and run.

Also at the dance four students came there after drinking alcohol. Each of the students received a municipal citation for underage drinking. Another student also came there under the influence of marijuana. The student had a small amount of marijuana on her person. I issued her a citation for possession of marijuana.

I was called to Glacial Drumlin School for a student that had barricaded himself in a classroom. Upon my arrival the student was calm and cooperative. The student was released to his parent. The student had made profane comments to staff and threw several small items in the classroom and broke them. I issued the student a municipal citation for disorderly conduct.

A high school student was profane and threatening to staff. I issued the student a municipal citation for disorderly conduct.

In January I met with a Living on Your Own class at MGHS and answered questions the students had. I also attended a Monona Cares meeting.

SRO Shawn Fogeltanz can be contacted at [sfogeltanz@ci.monona.wi.us](mailto:sfogeltanz@ci.monona.wi.us)

## **Clerk of Courts**

During the month of January, 245 traffic, municipal ordinance and parking citations were issued. In addition there were 177 warnings issued for various traffic offenses. Twenty-two adults were also referred to the Dane County District Attorney's Office for criminal charges.

## **Dispatch**

The Monona Communications Center dispatches Police, Fire, and EMS, answers routine phone calls from citizens seeking information or wanting police assistance, processes citation payments, prepares and submits accident reports to the State of Wisconsin, files law enforcement related paperwork, and performs many other routine daily duties.

During the month of January, Dispatchers handled 1,353 calls for service. Of these calls for service, 133 calls came in on the 911 lines. Many of the calls for service are converted into incidents which require a report and additional paperwork. On average, each incident, consumes about 1.5 hours of the Dispatcher's time.

Lieutenant Sara Deuman is the Technical Services Commander in charge of Dispatch and Investigations. She can be contacted at [sdeuman@ci.monona.wi.us](mailto:sdeuman@ci.monona.wi.us)

# MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

**DEPARTMENT:** Police and Emergency Communications

**MONTH OF:** February 2016

## Accomplishments:

Two new squad cars were approved for purchase at the last city council meeting and have been ordered. Delivery is expected in 90-120 days. This will put them in service sometime this summer.

The tow contract bidding process is complete. Final approval is expected at the next council meeting.

## Major Projects / Issues:

The police union has two pending grievances with the City regarding changes in how they are compensated for not taking the offered health insurance. These grievances are scheduled to go before an arbitrator in April.

A special task force between the NAACP, United Way and law enforcement presented their report on officer use of force recommendations. This task force was supported by the Dane County Chief's Association. Links to the report have been sent to the City Council, Public Safety Commission, and the Police and Fire Commission.

On 2/24/16 the Public Safety Commission meeting held a 2<sup>nd</sup> meeting on the topic of reducing fines for possession of marijuana. After much discussion they voted to maintain the current ordinance and make no changes.

On 2/25/16 the department, along with the Department of Corrections, held a special community meeting at the library for the pending relocation of a registered sex offender moving into Monona. This subject has a violent past and is on active supervision.

## In Progress / Routine Duties:

Tellurian calls are down, while calls to Wal-Mart remain steady at about 50 theft reports each month.

The department was part of an area task force tracking the counterfeit \$100 bills. The persons of interest were recently arrested by the Janesville PD.

## Upcoming Objectives / Events:

The process of procuring bids for 2016 Capital Projects has begun.

The next DEA/DOJ sponsored drug drop at the Monona Medicine Shoppe is on Saturday, April 30, 2016 from 9:30 – 1 pm.

The Memorial Day Parade May 30, 2016.

The Annual Festival is on July 3-4, 2016.

The National Night Out event is scheduled for August 16, 2016.

## Personnel:

Officer Taylor Pederson has completed his field training and is operating on his own as a solo patrol unit.

Officer Heather Mielke has completed her first month of field training.

Officers Ginther and Pederson completed Intoximeter school in February and are scheduled to attend radar certification training in March.

The department is completing the 1<sup>st</sup> quarter of in-service training with our training group.

The entire department was scheduled to attend at 2-day training session in August, but after tabulating the overtime costs we have had to reevaluate our participation. We're working with our training group on a scaled down version that is more cost effective.

# MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

**DEPARTMENT:** Planning, Zoning, Economic Development

**MONTH OF:** February 2016

## Accomplishments:

- Plan Commission: No Plan Commission meetings in February.
- Comprehensive Plan: Making final revisions for distribution to Council.
- Landmarks Commission:
  - Held February meeting. Researching preservation options on Pagoda. It is at risk of cracking off more large pieces of 100+ year old concrete. Masonry specialist is providing quote on crack filling material for short-term protection. Commission is also updating the State Architectural History Inventory and researching national/state designation for archaeological effigy mounds. No March meeting. Final ordinance revisions and list of landmarks were approved by Council.
- Community Development Authority:
  - Meeting held February 23<sup>rd</sup>. See Riverfront details below.
  - Reviewed TIF request for Meineke at 1000 E Broadway in closed session. Application tabled.
  - CDA approved development of Meineke at 1000 E Broadway as consistent with RDA #6 (separate from TIF).
  - CDA reviewed potential property acquisition on Monona Drive in closed session and took no action.
- UniverCity Year:
  - Finished teaching 5 week course at UW Graduate School for Urban and Regional Planning. Students were given tools for professional practice and met many City of Monona leaders on the UW Project to prepare them for the upcoming UniverCity Year. Students completed draft scopes of work for three projects: Housing, Transportation, and Program Evaluation that were very successful and will aid the City as we finalize drafts of these projects. Feedback was very positive. This class essentially provided a head-start on our projects.
  - Plan Commission and CDA will provide input and discuss scopes of work with UW Faculty Kurt Paulsen at the end of March.
  - I am attending the national conference for the Sustainable Cities Initiative network (EPIC-N) and hope to bring back lots of guidance to keep moving the program forward.
- Riverfront:
  - CDA reviewed most recent site plan and new promotional materials for hotel developer recruitment. Email was sent out on Friday 2/26 to a list of over 150 hotel developers meeting general criteria. Have already received multiple responses. Following-up on leads with developers that are drafting site plans.
  - Vandewalle & Associates contract finalized for 2016.
  - CDA voted unanimously to exercise option on Inland Boat Works Marina. Lease back arrangement has been drafted for Council review, and was verbally approved by CDA. April and I met with Bill Noltner (Bridge Lounge/Reptile Rapture) in preparation for deadline on purchase approaching May 31, 2016.
- Variance Applications:
  - Boathouse height variance request, 4537 Winnequah Road.
  - Boathouse setback variance request at 4535 Winnequah Road.

## Major Projects / Issues:

- Comprehensive Plan to Council, Riverfront, UniverCity Year

## In Progress / Routine Duties:

- Recruiting developer(s) for Riverfront Project.
- Drafting Sign Code updates per Plan Commission request to be reviewed by Attorney Cole.
- Coordinating city staff and UW contacts on UniverCity Alliance project.
- Regular minutes and agendas for March committee meetings.
- Reviewing recently completed projects for occupancy permits and zoning code compliance.

## Upcoming Objectives / Events:

- Smart Growth Greater Madison Presentation - Economic Opportunities Breakfast March 9<sup>th</sup>.
- EPIC-N Conference March 13-16<sup>th</sup>.
- Plan Commission March 28<sup>th</sup>.

## MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

- CDA March 29<sup>th</sup>.
- MESBA Expotential April 7<sup>th</sup>.
- Landmarks Commission April 20<sup>th</sup>.
- Council March 7<sup>th</sup> – first read on option to purchase Inland Boat Works.
- Council March 21<sup>st</sup> - action on purchase of Inland Boat Works, Comp Plan first read, review of minor, required Floodplain Ordinance update first read, and potential first read on authorization of Meineke for RDA #6 and TIF request.
- Sign Code updates.
- Researching potential ROW acquisition for Community Message Board sign at Broadway/Monona Drive.

# MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

**DEPARTMENT:**

**Parks &  
Recreation**

**MONTH OF: February 2016**

**Accomplishments:**

- Coordinated design and layout for Summer/Fall Guide. Guide is at printer and should be mailed out week of March 14
- Updated city website and online registration site for all new summer & fall programs.
- Coordinated Parks Board meeting with discussion about ordinance changes
- Ended ice skating operations on February 17<sup>th</sup>, one of the earliest end times on record. See attached ice skating report

**Major Projects / Issues:**

- Received 3 bids for the Schluter Park Improvement Project. Resolution for approval will appear at council on March 7
- Planning Easter Egg Hunt on March 26, we could use additional volunteers
- Storage has become a major issue for the department. We do not have enough room for maintenance equipment, special event and recreation supplies. We spend a great day of time moving items from place to place based on the season when we need the equipment.

**In Progress / Routine Duties:**

- Administrative Staff working on Spring/Summer recreation program registration, park shelter rentals, website updates
- End of season Youth Basketball wrap up

**Upcoming Objectives / Events:**

- Easter Egg Hunt/Breakfast promotion for March 26<sup>th</sup> event
- Park & Rec Staff will be attending a Spring Workshop in Oshkosh on March 10-11
- Interviews for seasonal staff begin in March
- Scheduling of park maintenance activities begin. April is the busiest month of our year

**Personnel:**

- Accepting applications for seasonal employment including Lifeguards, Parks/Pool Maintenance, summer recreation staff

# MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

**DEPARTMENT:** Senior Center

**MONTH OF:** February

## Accomplishments:

Making progress on State re-Accreditation requirements, Dementia Friendly Committees have been formed and plans are being made for a community event March 30<sup>th</sup>, Started working with new volunteers on jobs they can help us with, LPi was here selling ads for our newsletter – they did quite well acquiring a few new advertisers, Held our Low Vision Support group where our participants were asked to help the Wisconsin Institute of Healthy Aging develop a Low Vision Toolkit for their Stepping On program.

## Major Projects / Issues:

**State Re-Accreditation** Progress continues – we only have two remaining sections and are scheduling our review for May, **Dementia Friendly Coalition** – Community Kick-off event has been planned, “leave-behind” materials and well as certificates are being created, ribbon cutting and recognition for training  
**St. Pat’s Celebration** – Our annual St. Patrick’s Celebration is scheduled for Thursday, March 10<sup>th</sup>. We have 140 people registered  
**Volunteer Appreciation Event** – We celebrate our volunteers in April and will be making plans for that event. Speaker secured.

## In Progress / Routine Duties:

Friends of Senior Center annual meeting brings on two new board members – we welcome them and will help them get acquainted with the group, Volunteer monthly meeting, Dementia Friendly meeting, Staff meeting, March newsletter is in homes and the April newsletter is being developed

## Upcoming Objectives / Events:

St. Pat’s Luncheon is scheduled for Thursday, March 10<sup>th</sup> serving at noon followed by entertainment by The Highlights.  
Starting new programs in March including **Adult Coloring Group** and **Meditation**  
ROMEIO (Men’s) Breakfast group meets March 18th

## Personnel:

Diane will be on vacation from March 21<sup>st</sup> – 28<sup>th</sup>

# MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

**DEPARTMENT:** City Clerk

**MONTH OF:** February 2016

## Accomplishments:

Completed the minutes of the February 1 and 15 Finance & Personnel Committee and City Council and January 12 License Review Committee meetings.

Swore in new Police Officer Heather Mielke.

Prepared borrowing documents for Mayor Miller's signature; compiled and shipped to Quarles and Brady.

Completed newsletter article assisted by Leah.

Compiled, mailed, and posted the February 9 License Review Committee meeting packet.

Attended the Monona sex offender placement meeting held on February 25.

Began compiling alcohol and other business license renewal packets.

Began process to fill a Board of Review vacancy and signed up two members, along with myself, for training.

Redeemed VISA "Scorecard Rewards" points for \$1,550 in cash. Will continue to monitor the points balance and redeem for cash as available.

Prepared files for 2016 Accounts Payables and filed backlog of invoices.

Election duties: Held pre-election Chief Inspector meetings to review procedures; published two public notices; performed the public test of voter equipment assisted by Chief Inspector Vern Breunig; continued to process absentee ballots, both in-person and mailed, assisted by Alene; scheduled workers, mailed schedule, and ordered meals; printed out and prepared voter lists and poll books; prepared notices and materials for polling place set-up; purchased coffee, etc. for poll workers; set-up polling places assisted by Bob Johnson; dealt with two voter machine malfunctions at each of the polling places; reported election results to County, prepared, posted, and distributed to staff and Alders; reviewed, compiled, and delivered materials to the Dane County Clerk's office; completed payroll reporting; noticed and convened the Municipal Board of Canvassers to count late-arriving Absentee Ballots; met post-election with Chief Inspectors to review Election Day issues; began compilation of information for the annual cost report; called for service of DS200 voter machines; scheduled Special Voting Deputy visits to Heritage Monona for the April 5 Spring Election.

## Major Projects / Issues:

- Data entry of voter participation and registrations need to be completed and materials organized and stored or archived.
- Continue to monitor the Bourbon Street Grille closure; nothing new to report at this time, though I have been contacted by media.

## In Progress / Routine Duties:

Daily deposits; accounts payables; invoice coding and distribution; credit applications; issue Provisional licenses and approved Operator's and other licenses; staff meetings; update WisVote; enter voter registrations and absentee ballot requests as received; file and purge voter registration forms; compile building inspection forms for Appraiser; compile documents and payments for mailing to EMS Medical Billing Associates; publish minutes, public notices, and Ordinances as required; counter-sign documents; perform Notary duties; prepare Council Consent Agenda; work with other staff members on licenses, accounts payables, open records requests, claims against the City, etc.

## Upcoming Objectives / Events:

- Complete the minutes of the February 9 License Review Committee meeting.
- Meet with two Chief Inspectors who were unable to attend the post-election meeting.
- Work on an Ordinance amendment regarding City staff selling beer at City park events.
- Mail out alcohol and business license renewal packets.
- Schedule Board of Review meetings and hearings.
- Meet with technician for service on DS200 voter machines.

## Personnel:

Continue to get Election Inspectors trained. Got the word out that new Election Inspectors are needed and will follow up with those candidates recruited by current Chief and Election Inspectors.

# MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

**DEPARTMENT:** Administrative Services

**MONTH OF:** February 2016

## Accomplishments:

- Affordable Care Act reporting near completion and 1095-C forms have been issued.
- Electronic message sign at Broadway/Bridge up and running and accepting message requests.

## Major Projects / Issues:

- Update of payroll/accounting system from Caselle to Clarity; training scheduled for March 7–16.
- Grievances:
  - Grievance filed by International Association of Firefighters concerning opt out: arbitration hearing with WERC scheduled for March 29.
  - Grievances filed by Wisconsin Professional Police Association concerning opt out and opt out MOU: arbitration hearing with WERC scheduled for April 19

## In Progress / Routine Duties:

Bi-monthly payroll and time tracking, personnel files and new-hire onboarding, recruiting, worker's compensation, troubleshooting IT issues as needed and coordinating weekly IT projects with consultants, website content and maintenance.

## Upcoming Objectives / Events:

- Our annual CVMIC work plan meeting is scheduled for March 8. We'll decide our focus for safety and employer liability training this year.
- On Oct. 7, 2015, President Obama signed H.R. 1624, the Protecting Affordable Coverage for Employees Act (PACE Act). With this law, the section of the Affordable Care Act which would have defined the City as a small group employer for the purpose of purchasing health insurance beginning in Jan., 2017 has been repealed. Now, the definition of small group employer will remain as it's always been under Wisconsin state law — less than 50 full-time employees. This is good news and will likely once again change our focus for health insurance for 2017, as we will continue to be able to purchase group health insurance as a large-group employer on the open market.

## Personnel:

### Currently recruiting for:

- Full-time Firefighter/Paramedic:
  - Police & Fire Commission interviews were conducted on Feb.17; a conditional offer was made to the top candidate, and a background check is currently being conducted.
- Part-time Youth Services Librarian:
  - Interviews scheduled for week of March 7
- 2016 seasonal positions:
  - Aquatic attendants
  - Head lifeguards
  - Lifeguards
  - Swim instructors
  - Pool maintenance worker
  - Landscape maintenance worker (medians and right-of-way maintenance)
  - Parks weekday and weekend attendants
  - Parks summer lawn mowers
  - Summer youth dance instructor
  - Lottes Park weekend attendant
  - Ball diamond maintenance worker
- All position descriptions can be viewed and applications submitted via the City's website – [mymonona.com/jobs](http://mymonona.com/jobs). Most jobs close at the end of March.

### Recent hires:

- 2 part-time library page/shelvers

# MONTHLY DEPARTMENT HEAD REPORT TO COUNCIL

**DEPARTMENT:** Community Media

**MONTH OF:** February

## Accomplishments:

Continue to welcome more and more volunteers to Monona community radio, 98.7 WVMO. Established a relationship with the Historical Blooming Grove Historical Society and the Monona Landmarks Commission, with the goal of creating more informational and historical radio segments about Monona.

## Major Projects / Issues:

Began the integration of new media technologies for our online YouTube video streaming, allowing for a more robust and efficient means of transmission.

Have coordinated a number of meetings with City Planner, City Administrator and University Professor Suman Banejeree regarding his participation in the UniverCity Alliance "Connected Monona" project.

## In Progress / Routine Duties:

Continuing to purchase and integrate new video and video streaming equipment into our studio at the High School.

## Upcoming Objectives / Events:

Continue to work with the public library to establish a modest Media Lab with audio and video editing capabilities.

## Personnel:

The High School Media Club continues to grow this year, We continue to get, not only male group members, but more and more female members as well. Justin Janness, has a new title of Media Coordinator effective this year and continues to lead the charge in our video engineering department.