AGENDA

PARK COMMISSION MEETING
RICHFIELD VILLAGE HALL
4128 HUBERTUS ROAD, HUBERTUS, WISCONSIN
July 21, 2020
6:00 P.M.

Pursuant to the requirements of Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Village of Richfield Park Commission, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time and location. Notice of Village Board Quorum, (Chairperson to announce the following if a quorum of the Village Board is in attendance at the meeting: "Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments under the Public Comments section of the agenda, during any Public Hearing(s) or if the rules are suspended to allow them to do so.")

1. Call to Order
2. Verification of Compliance with Open Meeting Law
3. Pledge of Allegiance
4. Meeting Minutes
    a. May 13, 2020 – Regular Meeting
5. DISCUSSION/ACTION ITEMS
    a. Discussion/Action to recommend Village Board denial of bid for the construction of a tennis court and pickle ball courts in Fireman's Park
    b. Discussion/Action regarding Nature Park Master Plan community members and stakeholders surveys
    c. General Parks Operations Update
6. ADJOURNMENT

Additional explanation of items on the agenda (Communication Forms) can be found on the village's website at www.richfieldwi.gov.
Notification of this meeting has been posted in accordance with the Open Meeting Laws of the State of Wisconsin. Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Clerk's office at 628-2260 or www.richfieldwi.gov with as much advance notice as possible

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Park Commission Meeting Minutes,
May 13, 2020
5:00 PM
THIS MEETING WAS HELD VIA WEBEX

1. Call to Order/Roll Call

Chairman Meeks called the meeting to order at 5:04 p.m.

Present at the meeting were Chairman Meeks, and Commissioners Filipiak, Sommers, Bernard, Woelfel, Murray, and Wallenkamp.

Also Present: Administrative Services Coordinator Jen Keller and Administrator Jim Healy.

2. Verification of Compliance with Open Meetings Law
Administrative Services Coordinator Keller stated the agenda was posted at all three (3) local U.S Post Offices, Village Hall and on the Village website. Copies of the agenda were also digitally sent to the *West Bend Daily News*, *Hartford Times Press,* and the *Milwaukee Journal Sentinel*.

3. Pledge of Allegiance

4. Meeting Minutes
a. February 12, 2020 – Regular Meeting

Motion by Commissioner Murray to approve the meeting minutes from the February 12, 2020 Regular Park Commission meeting; Seconded by Commissioner Sommers; Motion passed without objection.

5. DISCUSSION ITEMS
a. Discussion /Action regarding the approval of bid specifications for the construction of a tennis court and pickle ball courts in Fireman's Park

Administrative Services Coordinator Keller summarized the proposed plan for the tennis and pickleball courts rendering. It was also stated there would be sufficient time to prepare a bid document for publication and to facilitate a public bid opening followed by a Park Commission approval at the tentatively scheduled Special Meeting for June 11th. It was the hope of Staff the Village Board would grant final approvals to contract for the purpose of reconstructing the courts in Fireman's Park at the June 18th Village Board meeting.

Commissioner Murray requested information regarding the varying fence heights.

Administrative Services Coordinator stated the differentiation in height was due to the National Park and Recreation Association standards for pickleball court and tennis court enclosures.

Commissioner Sommers asked for a clarification regarding the differences between the proposed benches at the cost of $3,000 and the alternative benches which would be donated by members of the community at the cost of $700.

Administrative Services Coordinator Keller stated donated benches had been placed in Heritage Park and would be a viable donor option for the Fireman's Park tennis court and pickleball courts project.

Commissioner Woelfel requested Staff research the black coating for the fencing around the courts to ensure it would not be a material that fades to white from weathering.

Chairman Meeks stated the black fence coating would extend the life of the fence if it were vinyl coating versus powder coating.

Commissioner Murray requested that a second garbage receptacle be considered for the parking area, in addition to the receptacle placed at the entry way to the courts, per the proposed plan.

Motion by Commissioner Woelfel to approve the bid summary and rendering for the construction of a tennis court and pickleball courts at Fireman's Park, subject to the review and approval of Village Engineer Ron Dalton; Seconded by Commissioner Wallenkamp; Motion passed without objection.

b. Discussion/Action regarding Aesthetic Improvements to Public Lands

Design of Signage:

Chairman Meeks voiced preference for sign design option #2, as it appeared to be larger and thus easier for park patrons to see.

Ben Loosen, 601 Plat Road, Colgate, asked Staff for further plan detail regarding the dimensions of the sign and for plan detail at the intersection of the post and arm of the sign.

Jamison Duehring, 3560 N. Shore Drive, Hubertus, asked how to proceed with the lettering on the sign.

Administrative Services Coordinator Keller stated the Waukesha County Highway Department could be a resource as they own a router which would assist with the addition of letters on each sign to ensure uniformity.

Motion by Commissioner Sommers to approve "Park Sign Option 2" as a template for the construction of signs at all Village Parks by Scout Loosen at Nature Park/Historical Park, Fireman's Park and Heritage Park and by Scout Duehring at Bark Lake Park; Seconded by Commissioner Murray; Motion passed without objection.

Location of Signage:

EDITORS NOTE: EXHIBITS OF SIGN LOCATIONS ARE ATTACHED HERIN FOR YOUR COVEINENCE.

Park Commission members expressed concern for the reduction in sign visibility of the STH 164 Nature Park access if the current sign were to be replaced with the smaller, previously approved park sign design. This sign was also determined to be in good condition. The Commission concluded the current sign constructed at the Nature Park/Historical Park entrance would remain and a secondary sign would be constructed and installed at proposed location #3, which was determined to be the northwest corner of the Nature Park parking lot. Additionally, a wayfinding sign would be added to the fork in the road between the entrance to the Historical Park and the Nature Park parking lot. The wayfinding signs would advise visitors of the direction to take in order to arrive to either the Historical Park and the Nature Park.

Motion by Commissioner Murray to approve park signage to be installed at proposed location #3 at Nature Park/Historical Park; Seconded by Commissioner Wallenkamp; Motion passed without objection.

Discussion surrounding the Fireman's Park sign placement included interest in the addition of a wayfinding sign along STH 175 to be placed north of the Richfield Volunteer Fire Company (RVFC) Station No. 1. Village Staff stated they would arrange for a sign to be placed there with the WisDOT. After reviewing the parcel boundary lines of Fireman's Park, the Park Commission decided the proposed location #1 was best suited for those visiting the park, without placing a sign on private RVFC property.

Motion by Commissioner Wallenkamp to approve park signage to be installed at proposed location #1 at Fireman's Park Seconded by Commissioner Sommers; Motion passed without objection.

Next, the Park Commission considered singing at Heritage Park. Scout Ben Loosen provided additional insight regarding the deterioration of the Heritage Park sign at the east entrance to the park. The Park Commission concluded the replacement of the current sign would be warranted. An additional sign to be placed at the south entrance was also agreed upon.

Motion by Commissioner Sommers to approve park signage to be installed at proposed location #1 and #2 at Heritage Park Seconded by Commissioner Filipiak; Motion passed without objection.

Lastly, a sign to be constructed and installed at Bark Lake Park was agreed upon following input from Scout Jamison Duehring. The Park Commission concluded the best line of sight would be reached by proceeding with proposed location #2.

Motion by Commissioner Wallenkamp to approve park signage to be installed at proposed location #2 at Bark Lake Park Seconded by Commissioner Filipiak; Motion passed without objection.

Bark Lake Park Improvement

Scout Jamison Duehring summarized the proposed drawings of a permanent Port-A-John enclosure for Bark Lake Park. This enclosure would include a concrete base with metal poles and siding made of cedar planking. Scout Duehring also stated he would wrap the posts of the open-air shelter at the park with the same cedar plank materials and paint in a color to match.

Motion by Commissioner Wallenkamp to approve the proposed Port-A-John enclosure submitted by Scout Duehring for improvement to Bark Lake Park; Seconded by Commissioner Woelfel; Motion passed without objection

c. Discussion regarding Nature Park Master Plan Inventory Memo

Administrative Services Coordinator Keller summarized the Nature Park Master Plan Inventory Memo with the inclusion of photos and a condition analysis of all current amenities in the Park.

Chairman Meeks mentioned a future Eagle Scout project could include refurbishing the Port-A-John enclosure at Nature Park along with the refinishing of the two (2) viewing decks at the south and east end

of the Park. It was Chairman Meeks understanding the current observation decks were originally constructed for an Eagle Scout project.

d. Discussion regarding General Park Operations Report

Administrative Services Coordinator (ASC) Keller welcomed Hank Wellenkamp to the Park Commission. Mr. Wallenkamp was appointed at the February 27th Village Board meeting. Next, ASC Keller updated the Park Commission on the addition of a drop-box on the west side of Village Hall. The drop-box will be utilized as a pick-up location for committee, commission and board packets. This new system reduces costs to mail packets, while also providing access to them much sooner.

ASC Keller stated RYBSA and RAGE will begin their seasons on June 1st, beginning first with practices, with games to follow. Staff will encourage youth sports organizations to adopt internal policies regarding COVID-19 safety measures such as sanitizing shared items/surfaces and other guidelines recommended by the County's Public Health Officer.

Staff have communicated interest to the Amy Belle PTA regarding a 2021 Arbor Day project after the cancellation of the April 25th, 2020 event. Next, the 2020-2023 contract was discussed for the for the maintenance of athletic fields via herbicide and fertilizer treatments with Yard Lines LLC. The spring application of herbicide only is slated for the third week in May.

The Community Roots program had received seven (7) requests from families in the community hoping to plant trees in honor or in memory of loved ones. Trees have been chosen for Nature Park, Heritage Park, and Fireman's Park. Lastly, ASC Keller informed the Park Commission that the Richfield Volunteer Fire Company (RVFC) is tentatively planning to host Richfield Days August 21st – August 23rd at Fireman's Park. RVFC has stated they are monitoring the COVID-19 recommendations and best practices from both the Center for Disease Control (CDC) and the Washington/Ozaukee County Health Department for updates.

6. ADJOURNMENT

Motion by Commissioner Murray to Adjourn at 6:33PM; Seconded by Commissioner Filipiak; Motion passed without objection.

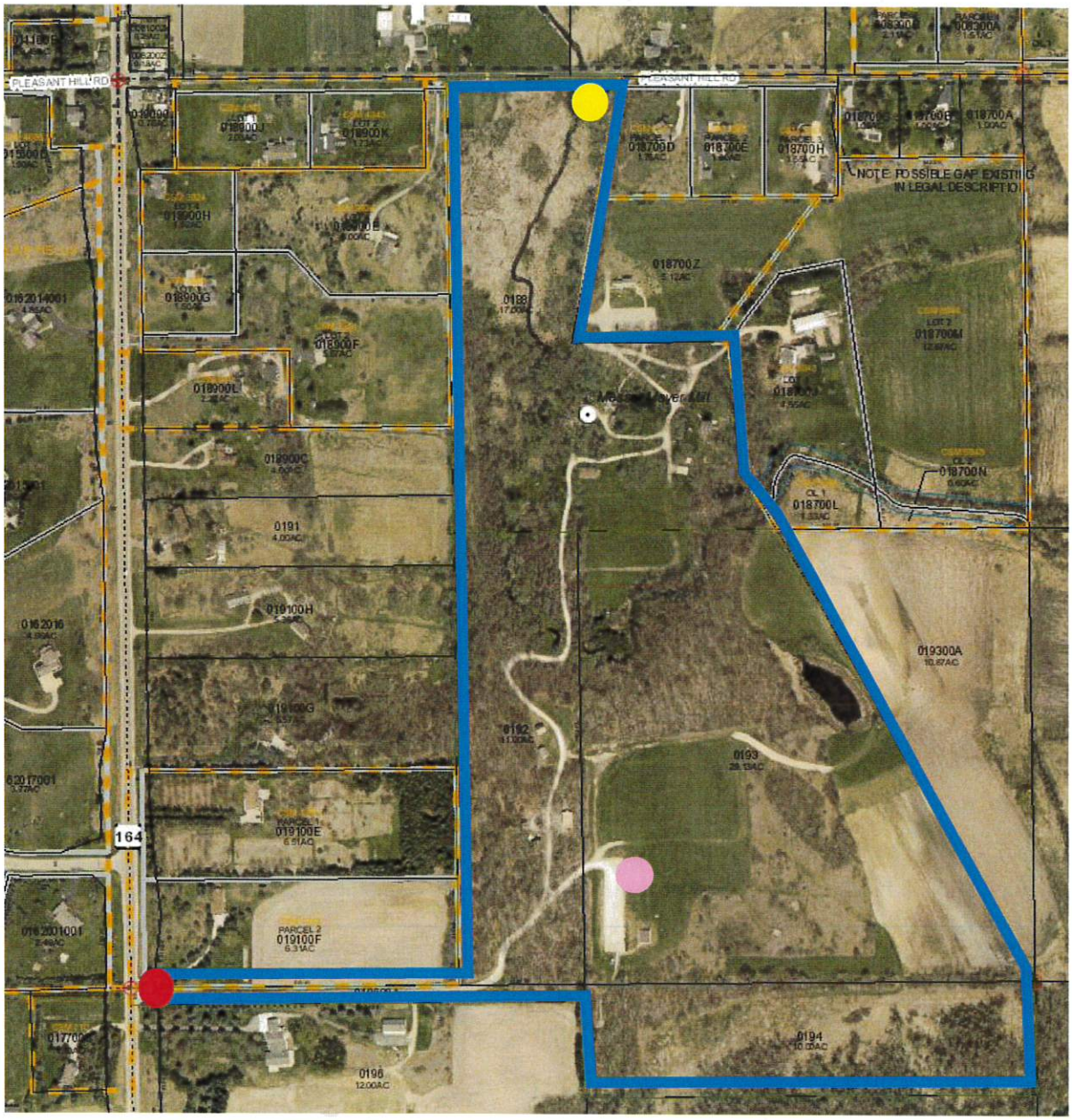
Respectfully Submitted,

Jen Keller
Administrative Services Coordinator

DRAFT

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Park Commission Meeting Minutes,
May 13, 2020
5:00 PM
THIS MEETING WAS HELD VIA WEBEX

NATURE PARK / HISTORICAL PARK GIS AERIAL



= CURRENT SIGN LOCATION & PROPOSED LOCATION #1

= PROPOSED LOCATION #2

= PPROPSED LOCATION #3 (PROPOSED AT MEETING)

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Park Commission Meeting Minutes,
May 13, 2020
5:00 PM
THIS MEETING WAS HELD VIA WEBEX

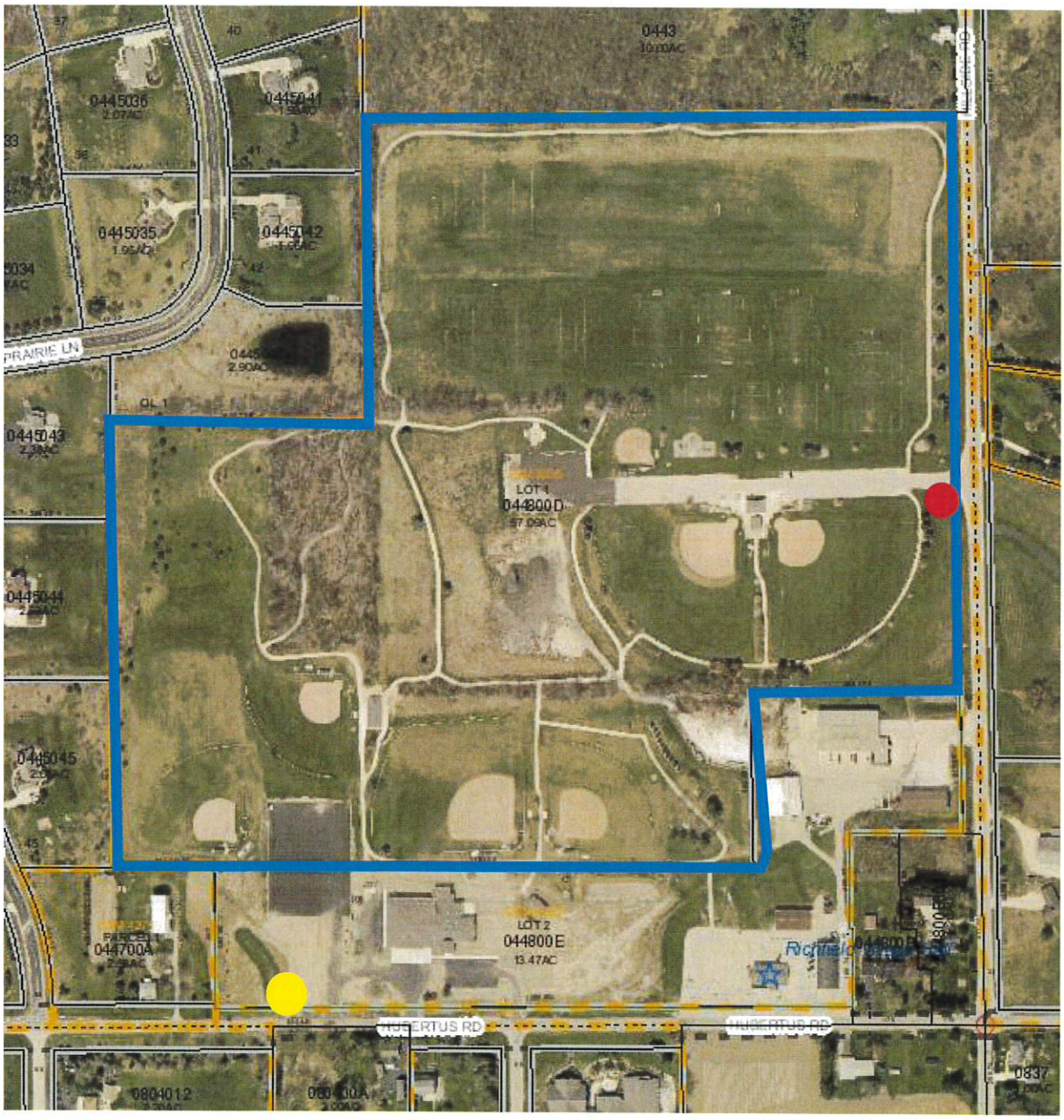
FIREMAN'S PARK GIS AERIAL (NO CURRENT SIGN)

= PROPOSED LOCATION #1

= PROPOSED LOCATION #2

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Park Commission Meeting Minutes,
May 13, 2020
5:00 PM
THIS MEETING WAS HELD VIA WEBEX

HERITAGE PARK GIS AERIAL



= CURRENT LOCATION AND PROPOSED LOCATION #1

= PROPOSED LOCATION #2

Village of Richfield
4128 Hubertus Road, Hubertus, WI
Park Commission Meeting Minutes,
May 13, 2020
5:00 PM
THIS MEETING WAS HELD VIA WEBEX

BARK LAKE PARK AERIAL (NO CURRENT SIGN)

= PROPOSED LOCATION #1

= PROPOSED LOCATION #2

5a

VILLAGE OF RICHFIELD

PARK COMMISSION COMMUNICATION FORM

MEETING DATE: July 21, 2020

SUBJECT: Fireman's Park Tennis Courts Reconstruction Plan
DATE SUBMITTED: July 13, 2020
SUBMITTED BY: Jen Keller, Administrative Services Coordinator

POLICY QUESTION: DOES THE PARK COMMISSION WISH TO RECOMMEND VILLAGE BOARD DENIAL OF THE BID TO RECONSTRUCT THE TENNIS COURT AND PICKLE BALL COURTS IN FIREMAN'S PARK AND TO REBID THE PROJECT IN SPRING OF 2021?

ISSUE SUMMARY:

In 2019, after considerable discussion and community input, the Village Park Commission identified a need to improve the tennis courts located in Fireman's Park. The courts, originally constructed in 1977, had been enjoyed by many families and summer school camps for decades beyond the average 25-year life expectancy of new tennis courts. After a site visit was conducted in March of 2019, it was determined by the Park Commission the Fireman's Park tennis courts required extensive repairs and utilizing funds in the most efficient way possible, lead discussions to recommend approval of the reconstruction of the courts. After discussing many construction designs, the Park Commission request Staff and Village Engineers seek funding and establish a project design for the reconstruction of the double tennis courts into one (1) tennis court and two (2) pickle ball courts with permanent nets and single line painting on each court.

On February 19th, the Village Board approved the transfer of $75,835 from the Park Impact Fees to the General Fund for the purpose of reconstructing the tennis courts in Fireman's Park and directed Village Staff to work with the Village Engineers to prepare bidding documents related to the same. With an additional $23,953 available in the Capital Improvement Fund for the Parks Department and a monetary $2,000 donation from a community member, a total amount of $101,788 was secured as funding for the reconstruction of a tennis court and pickle ball courts in Fireman's Park. Once the engineered drawings were approved by the Park Commission with estimates for Base Bid work totaling $89,570 and Alternate Bid items totaling $22,882, the project proceeded to be publicly bid.

Due to COVID-19 delays, Park Commission proceedings were halted until reconvening in May 2020 when the final rendering of the courts was approved. On July 2nd, a public bid opening was held. The three (3) bids for work received were from Poblacki Paving Corp., Munson Inc., and Frank Armstrong Enterprise, Inc. The lowest bid for work was submitted by Munson, Inc. for the Base Bid totaling $119,916 and an Alternate Bid totaling $26,068.

	Base Bid Total	Alternate Bid Total
Poblacki Paving Corp.	$153,681.38	$79,752.56
Munson Inc.	$119,916.00	$26,068.00
Frank Armstrong Enterprise, Inc.	$124,762.50	$55,511

VILLAGE OF RICHFIELD

PARK COMMISSION COMMUNICATION FORM

MEETING DATE: July 21, 2020

SUBJECT: Fireman's Park Tennis Courts Reconstruction Plan
DATE SUBMITTED: July 13, 2020
SUBMITTED BY: Jen Keller, Administrative Services Coordinator

After identifying a funding gap of approximately $20,000 - $40,000 for Base and Alternate Bid items, Staff consulted with Engineers and the Municipal Attorney to identify any cost saving changes that could be agreed upon so the project could proceed as planned. Unfortunately, it was determined it was not possible. As such, it is the Staff recommendation that the Park Commission recommend Village Board denial of all bids for the reconstruction of the Fireman's Park tennis courts.

If the Park Commission is amenable to this recommendation, Staff would work to improve the project design for the pickleball and tennis courts so that items which were more expensive previously and/or unclear to contractors are amended in the re-bid project. The improved project proposal would be presented before the Park Commission during the November 2020 and/or January 2021 Park Commission meeting so the reconstruction of the courts could be publicly bid in early spring of 2021. Those funds could also then be formally included in the 2021 budget. It is the hopes of Staff that this additional time to re-bid the project would allow Staff the necessary time to apply for US Tennis Association grants, seek private donations with the help of project designs, and utilize additional Park Impact revenues collected as new homes continue to be permitted in 2020. Bidding a project early in the 2021 calendar year would also provide the opportunity for lower bids for work because contractors are in the process of "filling up" their spring-fall 2021 project calendars.

FISCAL IMPACT:

REVIEWED BY: _____
Village Deputy Treasurer

Initial Project Costs: Variable but estimated to be $130,000
Future Ongoing Costs: 8-year maintenance costs of approx. $16,000
Physical Impact (on people/space): Potential construction of multi-use sport court
Residual or Support/Overhead/Fringe Costs: Administrative and labor

ATTACHMENTS:

1. Cedar Corporation Rendering for Tennis Court and Pickleball Courts, Dated May 8, 2020
2. Cedar Corporation Estimated Opinion of Probable Cost, dated May 8, 2020
3. Draft Donor Letter for Tennis Court Reconstruction, Dated July 31, 2020
4. Cedar Corporation Tennis Court Reconstruction Bid Tabulation dated July 2, 2020

STAFF RECOMMENDATION:

Motion to recommend to the Village Board the rejection of all bids for the reconstruction of a tennis court and pickleball courts in Fireman's Park and to rebid the project in spring of 2021, pending budgetary approval.

APPROVED FOR SUBMITTAL BY:

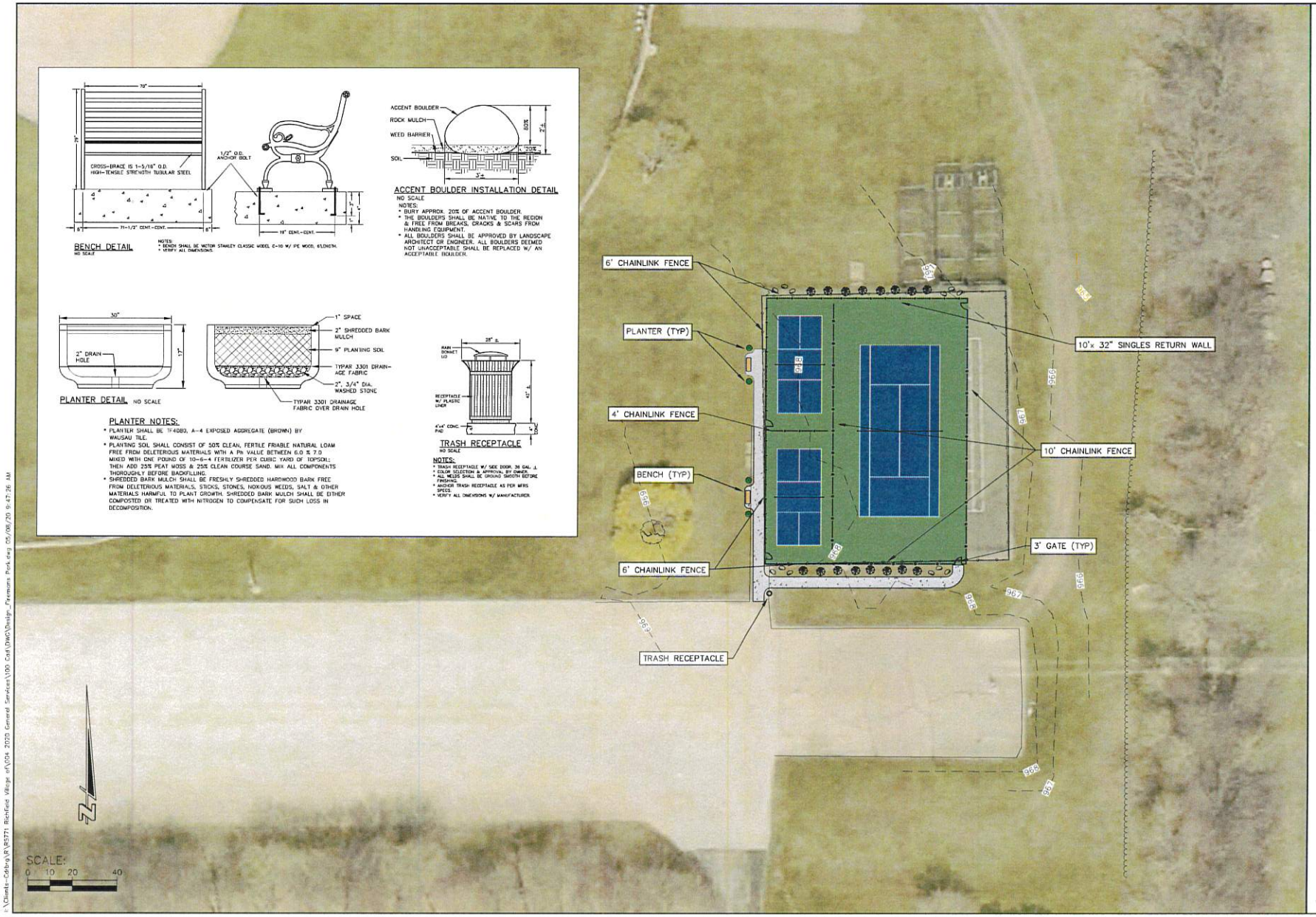
Jennifer Keller
Village Staff Member

Village Administrator

VILLAGE CLERKS USE ONLY
BOARD ACTION TAKEN

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____



JOB NO.
BOOK NO.
DRAWN BY
CHECKED BY
DATE
REVISIONS
REFERENCE FILE
DRAWING FILE

Cedar corporation
engineers • architects • planners • environmental specialists
land surveyors • landscape architects • interior designers
www.cedarcorp.com
800-472-7372
WISCONSIN Washington Ave. Center Bldg. Suite 2 Sheboygan, WI 53081 PH 920-457-3368 FAX 262-375-2688
2326 Heller Commons W. Drive Madison, WI 53718 PH 608-249-9824
1520 Bellevue Street Green Bay, WI 54311 PH 920-497-2758 FAX 920-497-0020
604 Wilson Ave. Menomonie, WI 54751 PH 715-235-2727 FAX 715-235-2727

SHEET NO.
OF

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Cedar corporation

Village of Richfield

Firemans Park
May 8, 2020
Estimated Opinion of Probable Cost
Pickleball and Tennis Courts

Cost Estimate to Construct Pickleball and Tennis Courts

ITEM	QUANTITY	UNIT COST	TOTAL COST
COMMON EXCAVATION / SITE GRADING	625 CY	$20.00	$12,500.00
6" BASE AGGREGATE UNDER SIDEWALK AND COURTS	480 TN	$20.00	$9,600.00
2.5" ASPHALT	185 TN	$100.00	$18,500.00
4" CONC. SIDEWALK	1100 SF	$5.00	$5,500.00
10' FENCE	350 LF	$45.00	$15,750.00
6' FENCE	174 LF	$30.00	$5,220.00
4' FENCE	25 LF	$24.00	$600.00
3' GATE	4 EA	$200.00	$800.00
PICKLEBALL NET POSTS / GROUNDSLEVES	4 EA	$350.00	$1,400.00
PICKLEBALL NETS / CENTER STRAP / ANCHORS	2 EA	$350.00	$700.00
TENNIS NET POSTS / GROUNDSLEVES	2 EA	$400.00	$800.00
TENNIS NET/ CENTER STRAP / ANCHORS	1 EA	$400.00	$400.00
PAINT -ASPHALT 30 GAL	4 EA	$575.00	$2,300.00
WHITE PAINT ON ASPHPALT - COURT LINES	4 GAL	$50.00	$200.00
PRACTICE WALL 10' X 20'	1 EA	$7,500.00	$7,500.00
LAWN RESTORATION	3120 SF	$2.50	$7,800.00
SUBTOTAL CONSTRUCTION			$89,570.00
CONTINGENCY 8%			$7,165.60
TOTAL			**$96,735.60**

ITEM ALTERNATE BID	QUANTITY	UNIT COST	TOTAL COST
10' FENCE COATED *	350 LF	$12.00	$4,200.00
6' FENCE COATED *	174 LF	$8.00	$1,392.00
4' FENCE COATED *	25 LF	$6.00	$150.00
3' GATE COATED *	4 EA	$250.00	$1,000.00
LANDSCAPING BEDS - MULCH	980 SF	$2.00	$1,960.00
PLANTS / SHRUBS	16 EA	$45.00	$720.00
STONES	12 EA	$80.00	$960.00
BENCHES	2 EA	$3,500.00	$7,000.00
TRASH RECEPTACLE	1 EA	$2,500.00	$2,500.00
PLANTERS	4 EA	$750.00	$3,000.00
SUBTOTAL CONSTRUCTION ALTERNATES			$22,882.00
* This represents an additional cost over the base cost above.			
CONTINGENCY 8%			$1,830.56
TOTAL			**$24,712.56**

SUBTOTAL CONSTRUCTION AND ALTERNATES	$112,452
CONTINGENCY 8%	$8,996
ENGINEERING AND ADMIN	$12,000
TOTAL CONSTRUCTION ALL ELEMENTS	**$133,448**

I:\Clients-Cdrbrg\R\R5771 Richfield Village of\004 2020 General Services\8100 Bid Information\Pickleball and Tennis Court Estimate 2020-04-08

Village of Richfield
Forward. Preserving...
A Country Way of Life!

July 31, 2020

Business Name
Attn: (Individual's Name)
Street Address
WI, Zip

RE: Contribution for Community Tennis Court Construction

Dear (Individual's Name),

My name is Jen Keller, I am the Administrative Services Coordinator for the Village of Richfield. I'm writing you today to promote a community-wide effort to raise funds for the reconstruction of the Village of Richfield Tennis Courts located in Fireman's Park in the northeast corridor of the Village. These courts were originally constructed in the 1980's and have been utilized by many families, summer school programs, and community organizations for decades. While we have actively worked to maintain these courts, time has taken a toll on this vital park amenity and it is time to grab our shovels and construct a new and improved sport court!

As a prominent business in the Community, we ask that (Insert Business Name) considers contributing to this vital community amenity in the Village of Richfield Parks system. In July, the Village held a public bid opening and Staff had hoped to proceed with construction alongside the lowest bidder for work. Unfortunately, the bid for work exceeded the budgeted amount by $40,000 for a total project cost of approximately $146,000. We understand the importance of public engagement between local businesses and residents of our wonderful Richfield community. We kindly ask that you consider contributing to this exciting 2021 park improvement!

Should you have interest in discussing this project further, I can be reached at 262-628-2260 ext. 113 or via email at asc@richfieldwi.gov. I plan on reaching out to you as a follow up the week of May 11th to see if there are any questions I may be able to answer.

Sincerely,

Jen Keller
Administrative Services Coordinator
Village of Richfield

4128 Hubertus Road — Hubertus, Wisconsin 53033
Phone (262) 628-2260 — Fax (262) 628-2984 — www.richfieldwi.gov

BID TABULATION

Fireman's Park Pickleball / Tennis Courts
Village of Richfield
Washington County, WI

July 2, 2020

			Munson, Inc. Glendale, WI		Frank Armstrong Enterprises, Inc. Butler, WI		Poblocki Paving Corp. West Allis, WI	
Item	Qty	Unit	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
Common Excavation / Site Grading	300	CY	$37.50	$11,250.00	$38.00	$11,400.00	$41.25	$12,375.00
6" Base Aggregate Under Sidewalk and Courts, Compacted	350	TN	$32.00	$11,200.00	$23.00	$8,050.00	$32.20	$11,270.00
2.5" Asphalt	175	TN	$100.00	$17,500.00	$133.00	$23,275.00	$118.00	$20,650.00
4" Concrete Sidewalk	1050	SF	$9.00	$9,450.00	$16.00	$16,800.00	$9.50	$9,975.00
6" Concrete	80	SF	$13.50	$1,080.00	$22.00	$1,760.00	$12.00	$960.00
10' Fence	355	LF	$44.00	$15,620.00	$40.00	$14,200.00	$93.60	$33,228.00
6' Fence	240	LF	$28.00	$6,720.00	$31.00	$7,440.00	$56.40	$13,536.00
4' Fence	26	LF	$62.00	$1,612.00	$39.00	$1,014.00	$38.40	$998.40
3' Gate	4	EA	$1,100.00	$4,400.00	$1,000.00	$4,000.00	$600.00	$2,400.00
Pickleball Net Posts / Ground Sleeves	4	EA	$210.00	$840.00	$350.00	$1,400.00	$1,740.00	$6,960.00
Pickleball Nets / Center Strap / Anchors / Accessories	2	EA	$150.00	$300.00	$410.00	$820.00	$518.40	$1,036.80
Tennis Net Posts / Ground Sleeves	2	EA	$250.00	$500.00	$300.00	$600.00	$1,740.00	$3,480.00
Tennis Net/ Center Strap / Anchors / Accessories	1	EA	$180.00	$180.00	$290.00	$290.00	$518.40	$518.40
All Court and Asphalt Coatings	1	LS	$13,565.00	$13,565.00	$10,968.00	$10,968.00	$13,000.00	$13,000.00
Concrete Net Footings	6	EA	$850.00	$5,100.00	$690.00	$4,140.00	$600.00	$3,600.00
Practice Wall 10' x 20'	1	EA	$14,000.00	$14,000.00	$11,800.00	$11,800.00	$14,160.00	$14,160.00
5" Topsoil	42	CY	$62.00	$2,604.00	$60.00	$2,520.00	$77.00	$3,234.00
Silt Fence	306	LF	$2.50	$765.00	$3.00	$918.00	$1.38	$422.28
Erosion Mat	120	SY	$4.00	$480.00	$4.00	$480.00	$3.50	$420.00
Restoration	550	SY	$5.00	$2,750.00	$5.25	$2,887.50	$2.65	$1,457.50
Project Total				**$119,916.00**		**$124,762.50**		**$153,681.38**

Item	Qty	Unit	Munson, Inc. Glendale, WI		Frank Armstrong Enterprises, Inc. Butler, WI		Poblocki Paving Corp. West Allis, WI	
			Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
Alternate Bid								
10' Fence Coating *	355	LF	$10.00	$3,550.00	$50.00	$17,750.00	$103.40	$36,707.00
6' Fence Coating *	240	LF	$4.00	$960.00	$38.00	$9,120.00	$62.90	$15,096.00
4' Fence Coating *	26	LF	$3.00	$78.00	$56.00	$1,456.00	$43.06	$1,119.56
3' Gate Coating *	4	EA	$200.00	$800.00	$1,500.00	$6,000.00	$720.00	$2,880.00
Landscaping Beds - Mulch	1100	SF	$4.00	$4,400.00	$3.75	$4,125.00	$2.95	$3,245.00
Bullet Edgers	130	LF	$13.00	$1,690.00	$15.00	$1,950.00	$23.00	$2,990.00
Plants / Shrubs	30	EA	$140.00	$4,200.00	$160.00	$4,800.00	$96.00	$2,880.00
Accent Boulder	7	EA	$320.00	$2,240.00	$330.00	$2,310.00	$425.00	$2,975.00
Benches	2	EA	$1,850.00	$3,700.00	$2,500.00	$5,000.00	$2,500.00	$5,000.00
Trash Receptacle	1	EA	$1,950.00	$1,950.00	$600.00	$600.00	$1,700.00	$1,700.00
Planters	4	EA	$625.00	$2,500.00	$600.00	$2,400.00	$1,290.00	$5,160.00
Alternate Bid Total				**$26,068.00**		**$55,511.00**		**$79,752.56**

** This represents an additional cost over the base cost above.*

5b

VILLAGE OF RICHFIELD

PARK COMMISSION COMMUNICATION FORM

MEETING DATE: July 21, 2020

SUBJECT: Nature Park Inventory Assessment
DATE SUBMITTED: July 13, 2020
SUBMITTED BY: Jen Keller, Administrative Services Coordinator

POLICY QUESTION: DOES THE PARK COMMISSION APPROVE THE PROPOSED QUESTIONS FOR THE VIRTUAL COMMUNITY WORKSHOP SURVEY AND THE STAKEHOLDER SURVEY?

ISSUE SUMMARY:

Update to Planning Process

Earlier in the year, Staff and Park Commission members began the process of developing a Master Plan for the Nature Park. In the last two (2) months, Staff have made progress assembling information from Engineers familiar with nature/preserve park projects and gathering feedback from the Richfield Historical Society regarding future changes. Future improvements to Nature Park that Village Staff and Engineers have begun identifying include:

1. Improvements to grading of the trails and adding finer stone to comply with ADA guidelines
2. Improvements to the facade of the two (2) observation decks, one (1) open air shelter, and Port-A-John enclosure
3. Development of the northeast corner of the park to transform the downhill path to the pond into a sledding hill area
4. Installation of bathrooms near the parking area
5. Construction of a learning space in the Park, to include a tiered seating amphitheater, a pavilion and fire pit area within the space

Included for your review is a working copy of the Nature Park Master Plan which includes meeting notes from the Richfield Historical Society meeting which took place in early June. Proposed improvements from the Richfield Historical Society included the expansion of the parking area directly north, the addition of tree plaques to identify different species of trees in the parks and repairing washouts of the gravel that occur on the northeast path down to the pond. It will be the intention of Staff to gather additional feedback from local Boy Scout Troop leadership and the Hill and Gully Snowrider Snowmobile Club. Seeing as there may not be an interest in meeting in-person for these meetings, Staff propose a questionnaire be sent to these entities so they may provide feedback at their convince. A drafted questionnaire has been attached for your review. Staff hopes to review and amend this questionnaire as the Park Commission members see fit during the July 21st meeting.

Preparing Surveys for Stakeholders and Community Members

In addition to stakeholder feedback, the Nature Park Master Plan should consider the recommendations of community members. Traditionally, an in-person public worship would be held at Village Hall. The in-person component would be idea in these types of publicly engaging planning sessions. However, due to COVID 19 health concerns, Staff recommend a physical questionnaire be mailed to all property owners within 2,000 feet of the Nature Park, and the survey be published online so community members and park visitors have the ability to participate anytime. Staff will open the survey up to members of the public during the month of August and publicize the survey via direct mailer to those that live within 2,000 feet of the Nature Park as well as online promotion via the Village website as a "News Flash" item and on the Village social media pages. The drafted community survey letter, which would accompany a survey, has been attached for your review. It is the hopes of Staff that members of the Park Commission come to the meeting prepared to draft a series of questions that would be included in the community survey. The survey questions would be aimed at gathering information on how frequent residents use the park, what amenities they use and how often, what amenities they would use more if improved, and what additional amenities would be useful. There can be integer questions with # in ranking

VILLAGE OF RICHFIELD

PARK COMMISSION COMMUNICATION FORM

MEETING DATE: July 21, 2020

SUBJECT: Nature Park Inventory Assessment
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idea, sliding scale questions with preference for one amenity/improvement over other options, open ended questions with room to provide written answers, and more!

For reference, the survey questions utilized in the 2016 Heritage Park Master Plan and the 2013-2018 Comprehensive Park, Outdoor Recreation and Open Space Plan have been included.

FISCAL IMPACT:

REVIEWED BY: _____
Village Deputy Treasurer

Initial Project Costs: Engineering Costs
Future Ongoing Costs: Maintenance
Physical Impact (on people/space): N/A
Residual or Support/Overhead/Fringe Costs: Administrative time

ATTACHMENTS:

1. Updated Draft of Nature Park, dated July 17, 2020
2. Community Survey Letter, dated July 27, 2020
3. Drafted Stakeholder Questionnaire
4. 2016 Heritage Park Master Plan Surveys
5. 2013-2018 Comprehensive Park, Outdoor Recreation and Open Space Plan Survey Questions

STAFF RECOMMENDATION:

Motion to approve the drafted stakeholder and community member surveys for the gathering of information for the Nature Park Master Plan.

APPROVED FOR SUBMITTAL BY:

Jennifer Keller
Village Staff Member

_____
Village Administrator

VILLAGE CLERKS USE ONLY
BOARD ACTION TAKEN

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

NATURE PARK MASTER PLAN

(WORKING COPY—LAST UPDATED 7.17.2020)

DATE OF PLAN ADOPTION :

Acknowledgments

We especially thank the park users, community members, neighborhood residents, organizations, and the many others who participated in the development of these plans. Your thoughts, concerns, and ideas have shaped the vision for these parks and will guide improvements for Nature Park for years to come.

VILLAGE OF RICHFIELD BOARD OF TRUSTEES

John Jeffords, President
Dan Neu, Trustee
Bill Collins, Trustee
Tom Wolff, Trustee
Rock Brandner, Trustee

VILLAGE OF RICHFIELD PARK BOARD

Ken Meeks, Chariman
Heidi Woefle, Board Member
Don Filipiak, Board Member
Paul Bernard, Board Member
Diane Sommers, Board Member
Patrick Murray, Board Member
Hank Wallenkamp, Board Member

VILLAGE OF RICHFIELD STAFF

Jim Healy, Administrator
Jen Keller, Administrative Services Coordinator
Deanna Hupe, Deputy Treasurer
Donna Cox, Deputy Clerk
Brett Thicke, DPW Supervisor
Bob Muesch, Shop Foreman
Dave Janzer, Highway Department
Michael Tiedke, Highway and Parks Department
Randy Hottenroth, Highway and Parks Department
Cole Broetzmann, Highway and Parks Department
Joshua Hack, Highway and Parks Department
Sue Rushmer, Treasurer's Assistant
Deb Remich, Office Assistant

CONTACT FOR FURTHER INFORMATION:

Village of Richfield—Village Hall
4128 Hubertus Road
Hubertus, WI 53033
(262) 628-2260
www.richfieldwi.gov

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Introduction

Purpose of the Nature Park Master Plan

Demographics and Trends

VILLAGE DEMOGRAPHICS

Like most municipalities around the country, the Village of Richfield experienced tremendous growth from the early 1990s to the early 2000s. The rate of population growth experienced in Richfield, 7.2% and 15.3%, respectively, were significantly higher than what occurred in the State of Wisconsin.

When examining the data by age demographics, the primary age group in Richfield has continued to be the 'Baby Boomer' generation, ages 50-64, followed closely by 'Generation Xs' in the age range of 39-49. Congruent with the Village's 2004 overall Village Comprehensive Plan, the Village has continued to see a downward decline in the number of children in the Village (0-17). The Village has seen the direct impact in this demographic needs change most recently in the request for a pickle ball court in Fireman's Park. Providing amenities to all demographics and users is something the village must remain vigilant in doing during future park planning endeavors.

The Village's Park Commission, Village Board, and Park Staff have a common and unified goal, to ensure that our parks serve a full spectrum of our community's recreational needs. By continuing to monitor population trends, area classroom sizes and by maintaining the close partnerships with our youth sports organizations, the Village will be able to respond better to community needs, resolve conflicts among groups of different park users before they occur and manage park assets more efficiently and effectively.

RECREATION TRENDS

Nature Park is one (1) of three (3) Village owned "Community Parks," two others include:

Name/Description	Acres	Park/Site Type	Ownership	Features/Facilities
Fireman's Park	13.7	Community	Village of Richfield	Baseball fields, basketball court, picnic tables, shelters, playground equipment
Heritage Park	66.5	Community	Village of Richfield	Baseball fields, picnic tables, shelter areas, playground equipment, soccer fields, walking trails, concession stands

The Village of Richfield continues to have a "surplus" in the allotted acreage it has allocated for all three (3) "Community Parks", which means the provided amenities are more than suitable for our current residents pursuant to NPRA standards. It is important the Village identifies its other "Community Parks" and the amenities provided there so we may better understand which amenities are already being provided for at other areas throughout the Village and what we might be deficient in.

Park Type	Existing Acreage	Acres/1000 Persons	Acres NRPA Recommends	Surplus or (Deficit) Acreage
Community	172.2	5 to 10	55.3 to 110.6	116.9 to 61.6
Notes: 2010 Population = 11,339				

Relationship to Other Plans

The Nature Park Master Plan is designed to help implement capital improvements and projects in the park over the next five (5) years. The park master plan is compatible with other planning efforts in the Village including the Village of Richfield's Comprehensive Plan and the Village of Richfield Master Park Plan. In the creation of this plan both the Comprehensive Plan and Master Park Plan were referenced in order to ensure the planning criteria set forth was what is desirable for the Village based upon what was approved previously by the Village Board and Park Commission. It is important that changes within related plans are updated into the individual park master plans to ensure we are offering the community a comprehensive recreation system.

The Comprehensive Park Master Plan was completed and approved by the Village of Richfield Park Commission in 2014. This was the first step in the development of a focused outline to Park Planning in the Village of Richfield.

At the July, 2014 Park Commission meeting the Park Commission voted to approve the Comprehensive Park Master Plan with the following motion:

Motion by Commissioner Heidi Woelfel to approve R2014-07-01, a Resolution Addendum to the 2013-18 Comprehensive Park Plan to include park improvements as an 'Action Plan' pursuant to the requirements of the Wisconsin DNR and to forward the 2013-2018 Comprehensive Park Plan onto the Village Board for formal adoption; Seconded by Commissioner Don Filipiak; Motion passed without objection.

While the Comprehensive Plan gives a broad outline of substantial future projects to pursue, the Park Commission approved this plan under the assumption that more specific plans would be brought forth to give a more encompassing outline and picture as to the development of each individual park.

The implementation of these individual Master Park Plans, and the future projects and items outlined in the plans, will give more clarification to Commission Members, Staff and the public as to the needs of the Village's park system.

The Comprehensive Master Park Plan outlines general necessities for the Village Park system. Staff will utilize this plan as a starting point in order to expound upon those ideas and create master plans that will be utilized in future Capital Improvement Planning and Budgeting criteria.

These Park plans are necessary to ensure that the Park Commission and Staff have direction in where to focus energy and resources in our Village Park system. Staff will continue to track general maintenance and park planning projects throughout the life of the Master Plan in order to ensure, at the time of Master Park Planning updates, we have the necessary information to make immediate and decisive decisions regarding the Comprehensive Park Master Plan and Individual Park Plans.

One Park within the Village that Staff is not responsible for the Master Planning of is the Village of Richfield Historical Park. The Village of Richfield's Historical Park is managed by the Richfield Historical Society via a management agreement held with the Village. Because of this, Master Planning is completed by a number of individuals within the Historical Society and a file of the Master Plan is held at Village Hall. In the same way our Master Plans help us to focus our energy and resources on particular projects in one park at a time, the Richfield Historical Park Master Plan is utilized in the same capacity and gives their Board direction on where to focus energies in the Historical Park.

Park Master Planning Schedule

Due to Staff limitations the Village is forced to focus their energies on only one Park Planning Process per year. Village Staff chose to begin with the Bark Lake Park Master Plan in order to immediately address issues related to intent and use of the Bark Lake Park. We also sought to create a planning and documentation process that could be duplicated as a base format for the remaining park Master Plans. Moving forward, updates to the Park Master Plans will generally be conducted as follows:

2020	Nature Park Master Plan
2021	Fireman's Park Master Plan
2022	**Comprehensive Park Master Plan**
2023	Bark Lake Park Master Plan
2024	Heritage Park Master Plan
2025	Nature Park Master Plan
2026	Fireman's Park Master Plan
2027	**Comprehensive Park Master Plan**
2028	Bark Lake Park Master Plan
2029	Heritage Park Master Plan
2030	Nature Park Master Plan
2031	Fireman's Park Master Plan
2032	**Comprehensive Park Master Plan**
2033	Bark Lake Park Master Plan
2034	Heritage Park Master Plan
2035	Nature Park Master Plan
2036	Fireman's Park Master Plan
2037	**Comprehensive Park Master Plan**
2038	Bark Lake Park Master Plan
2039	Heritage Park Master Plan

As the Village grows, so will the anticipated need for a larger Village Staff and resources. During this period of growth, the planning schedule may alter due to a shift in demands.

Community Input & The Planning Process

Community engagement was an important part of the planning process to produce this park master plan. Input was solicited from a wide range of stakeholders, and park users. Staff met with of the most important stakeholders of this project including: the Richfield Historical Society, Richfield Boy Scout Troop (include all troops) and Hill and Gully Snowriders. Village Staff sought to gain feedback from the various community stakeholders and relay that information to the Park Commission throughout the Park Planning Process. The Village Park Commission meets regularly on a Bi-Monthly basis which gave Staff ample time to schedule meetings and gain community feedback between Park Meetings.

Below is the list of scheduled dates vital to the Park Planning Process.

Date	Nature Park Master Planning Timeline
April 27, 2020	Meeting with Engineers to Discuss Site Planning
May 8, 2020	Preliminary Staff Assessment of Park Needs
June 17, 2020	Meeting with Richfield Historical Society
August 9, 2020 – August 31, 2020 *(Tentative)*	Virtual/Mailed Community Member Survey
July 27, 2020 *(Tentative)*	Send Survey to local Boy Scout Troops and Hill and Gully Snowriders
September 9, 2020 *(Tentative)*	Park Commission Site Visit/Master Plan Rough Draft submittal
September 25, 2020 *(Tentative)*	Preliminary Site Plan and Cost Estimates back from the Engineers
October 14, 2020 *(Tentative)*	Finalize list of Nature Park Master Planning Projects
October 30, 2020 *(Tentative)*	Final Site Plan and Cost Estimates back from Engineers
November 11, 2020 *(Tentative)*	Park Commission implementation of Nature Park Master Plan
November 18, 2020 *(Tentative)*	Village Board implementation of Nature Park Master Plan

A preliminary assessment of park amenities was conducted in May and June of 2020. An inventory of the shelters, observation decks, benches, and other various amenities was completed. Because the largest users of this park are the neighboring Richfield Historical Society members and Boy Scout and Girl Scout troops, we offered the opportunity for those organizations to meet with staff and discuss what they believed to be their most important needs within a short time period.

(Continue Developing this section)

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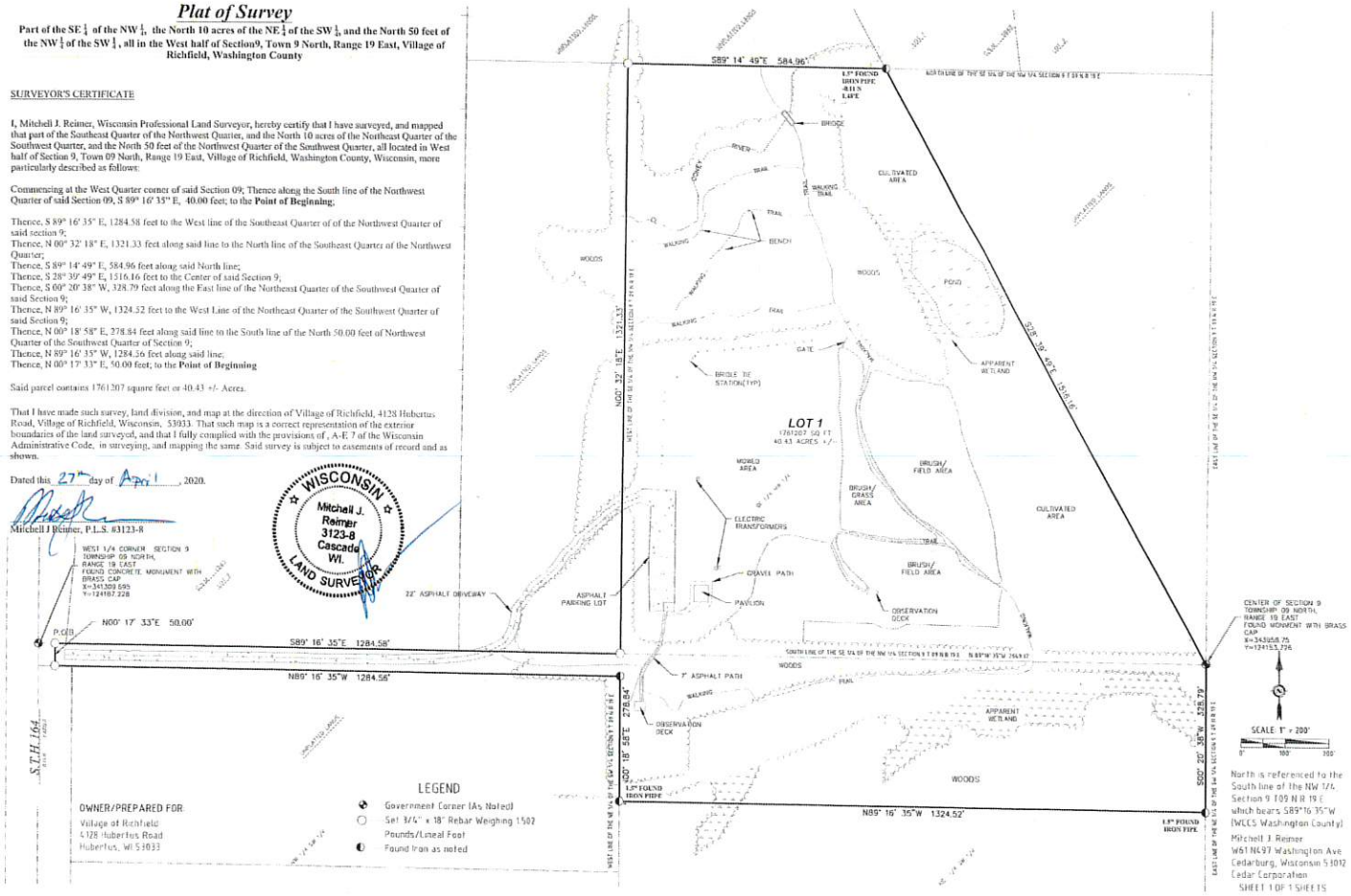
Nature Park Master Plan

Park Location

Nature Park is located in section 9 of the Village of Richfield. This park is unique in that it is located immediately south of Richfield Historical Park. Nature Park is located in the northwest section of the Village and is utilized as secondary location to Richfield Historical Society events for parking as well as available open space for those wishing

The Village takes pride in the maintenance of this park with only one (1) full-time employee and one (1) seasonal employee dedicated to park maintenance each year. Other amenities such as the walking trails draw in walkers and runners in the summer months and snow shoeing in the winter. The Hill and Gully Snow Riders also use this park in the winter for their annual public event for the display of antique snowmobiles and ride.

(Continue developing)



Plat of Survey

Part of the SE ¼ of the NW ¼, the North 10 acres of the NE ¼ of the SW ¼, and the North 50 feet of the NW ¼ of the SW ¼, all in the West half of Section9, Town 9 North, Range 19 East, Village of Richfield, Washington County

SURVEYOR'S CERTIFICATE

I, Mitchell J. Reimer, Wisconsin Professional Land Surveyor, hereby certify that I have surveyed, and mapped that part of the Southeast Quarter of the Northwest Quarter, and the North 10 acres of the Northeast Quarter of the Southwest Quarter, and the North 50 feet of the Northwest Quarter of the Southwest Quarter, all located in West half of Section 9, Town 09 North, Range 19 East, Village of Richfield, Washington County, Wisconsin, more particularly described as follows:

Commencing at the West Quarter corner of said Section 09; Thence along the South line of the Northwest Quarter of said Section 09, S 89° 16' 35" E, 40.00 feet; to the **Point of Beginning**;

Thence, S 89° 16' 35" E, 1284.58 feet to the West line of the Southeast Quarter of of the Northwest Quarter of said section 9;
Thence, N 00° 32' 18" E, 1321.33 feet along said line to the North line of the Southeast Quarter of the Northwest Quarter;
Thence, S 89° 14' 49" E, 584.96 feet along said North line;
Thence, S 28° 39' 49" E, 1316.16 feet to the Center of said Section 9;
Thence, S 00° 20' 38" W, 328.79 feet along the East line of the Northeast Quarter of the Southwest Quarter of said Section 9;
Thence, N 89° 16' 35" W, 1324.52 feet to the West Line of the Northeast Quarter of the Southwest Quarter of said Section 9;
Thence, N 00° 18' 58" E, 278.84 feet along said line to the South line of the North 50.00 feet of Northwest Quarter of the Southwest Quarter of Section 9;
Thence, N 89° 16' 35" W, 1284.26 feet along said line;
Thence, N 00° 17' 33" E, 50.00 feet; to the **Point of Beginning**

Said parcel contains 1761207 square feet or 40.43 +/- Acres.

That I have made such survey, land division, and map at the direction of Village of Richfield, 4128 Hubertus Road, Village of Richfield, Wisconsin, 53033. That such map is a correct representation of the exterior boundaries of the land surveyed, and that I fully complied with the provisions of , A-E 7 of the Wisconsin Administrative Code, in surveying, and mapping the same. Said survey is subject to easements of record and as shown.

Dated this 27th day of April, 2020.

Mitchell J Reimer, P.L.S. #3123-8

WISCONSIN Mitchell J. Reimer 3123-8 Cascadia WI. LAND SURVEYOR

WEST 1/4 CORNER SECTION 9 TOWNSHIP 09 NORTH, RANGE 19 EAST FOUND CONCRETE MONUMENT WITH BRASS CAP X=341309.595 Y=124167.228

N00° 17' 33"E 50.00'

P.O.B.

S89° 16' 35"E 1284.58'

N89° 16' 35"W 1284.58'

S.T.H. 164

OWNER/PREPARED FOR
Village of Richfield
4128 Hubertus Road
Hubertus, WI 53033

LEGEND
Government Corner (As Noted)
Set 3/4" x 18" Rebar Weighing 1.50 Pounds/Lineal Foot
Found Iron as noted

S89° 14' 49"E 584.96'

1.5" FOUND IRON PIPE 8113 LIFE

BRIDGE

CULTIVATED AREA

WALKING TRAIL

BENCH

WOODS

POND

GATE

BRIDLE TRAIL STATION(TYP)

APPARENT WETLAND

LOT 1
1761207 SQ FT
40.43 ACRES +/-

MOWED AREA

BRUSH/ FIELD AREA

BRUSH/ GRASS AREA

ELECTRIC TRANSFORMERS

GRAVEL PATH

PAVILION

OBSERVATION DECK

ASPHALT PARKING LOT

22' ASPHALT DRIVEWAY

7' ASPHALT PATH

N00° 32' 18"E 1321.33'

N00° 18' 58"E 278.84'

S28° 39' 49"E 1316.16'

S00° 20' 38"W 328.79'

1.5" FOUND IRON PIPE

N89° 16' 35"W 1324.52'

CENTER OF SECTION 9 TOWNSHIP 09 NORTH, RANGE 19 EAST FOUND MONUMENT WITH BRASS CAP X=343668.75 Y=124153.736

SCALE 1" = 200'

North is referenced to the South line of the NW 1/4, Section 9 T09 N R 19 E which bears S89°16'35"W (WCCS Washington County)

Mitchell J. Reimer
W61N697 Washington Ave
Cedarburg, Wisconsin 53012
Cedar Corporation
SHEET 1 OF 1 SHEETS

Site Conditions & Analysis

According to NPRA standards, Nature is a "Community Park". The following are NPRA standards and definitions for each category of parkland, along with the ratio of park acreage to residential population, and the service radius the respective classifications of parks serve.

COMMUNITY PARK

"Parks intended to serve passive and active recreational needs of several neighborhoods or subdivisions. These parks include all of the improvements found in neighborhood parks as well as other possible features such as lighted athletic fields, courts designed for competitive athletics, swimming pools, walking trails, restrooms, picnic conservation lands. These parks are usually located within a short drive or walk of intended users."

Typical Size: 5 to 40+ acres

Per Capital Standard: 5 to 10 acres per 1,000 residents

Accessibility Standard: 1 to 2 mile radius

Nature Park is a moderately utilized park. It's main amenities include horse trails, walking trails, two (2) observation/viewing decks, bird watching stations, and one (1) park shelters with electrical service and seating which may be reserved at Village Hall along with the observation decks.

15 Nature Park Master Plan

Site Conditions & Analysis Continued

ZONING & TOPOGRAPHY

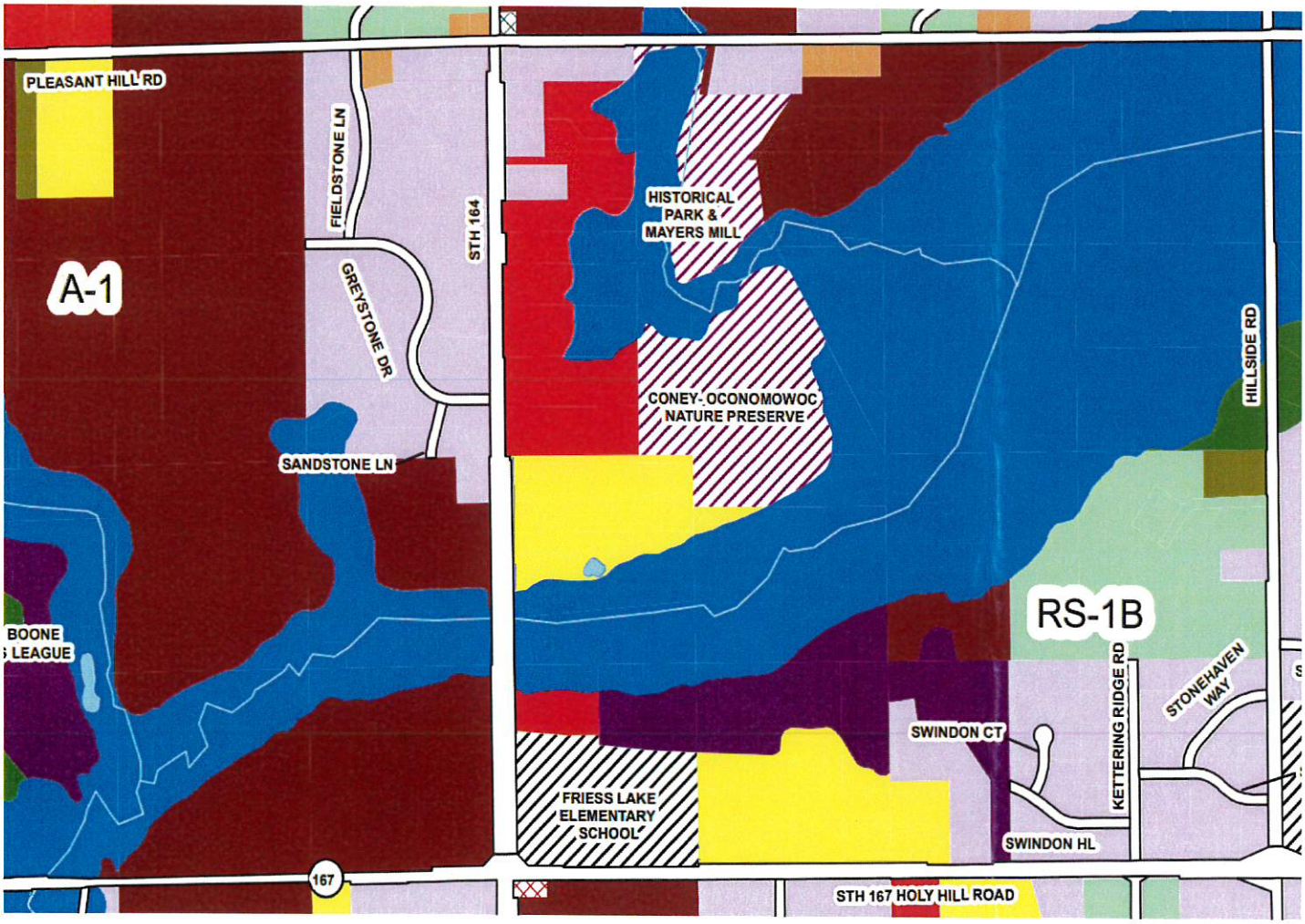
Nature Park is located in Section 9 of the Village of Richfield. In evaluating the park's potential use, it's important to review the Zoning Map. Nature Park directly abuts the Richfield Historical Park. The vast majority of Nature Park is located on parcel V10_0193. Two (2) additional parcels, V10_0194 and V10_019600A makeup the access parcel and the southern portion of the Park. All three (3) parcels are zoned P-1 Park and Recreation District.

P-1 Park & Recreation District: This district is intended to provide for areas where the recreational needs, both public and private, of the population can be met without undue disturbance of natural resources and adjacent uses.

Nature Park is landlocked to the north and to the west, with the Historical Park and private development.

There may be potential for additional land to be gained to the east and south of the Park. There are several areas of open space currently, but for that area to be utilized in any way, site grading and preparation will need to occur.

In preparation of the Nature Park master planning discussions, Staff took an inventory of the current amenities in Nature Park as well as their condition. It was ultimately determined the current amenities provided are adequate, with several higher priority investments in various areas of the Village which could be pursued in order to better accommodate Village residents.



Site Analysis

The aerial overview below illustrates the existing conditions and site analysis for Nature Park and demonstrates how much park land is occupied by wooded wetlands in the northern region of the park. Issues and opportunities identified through the analysis are on the following two (2) pages:

SITE ANALYSIS MAP

Parcel Outline

Parking

Open Space Area

Shelter

Observation Deck

Leased Farm Land

Nature Park Assessment of Inventory

Features	Condition and Notes
Open Space	Fair - the open space throughout the park is in fair condition. Some work to reestablish grass and even out areas of rutting along the north end of the park could be done. Piles of lumber and poles remain at the northeast end.
Shelter (1)	Good - This shelter boasts ten electrical outlets, a roof in good condition, suitable drainage for the concrete slab and posts in good condition. Future improvements may include sanding and staining the structure and encasing wooden posts.
Picnic Tables (8)	Good - There are six (6) picnic tables in the open air shelter, and one (1) picnic table placed on each of the two (2) observation decks. The tables are in good condition, future improvements may include sanding and staining the picnic tables.
Observation Deck (2)	South Deck, fair - will need to have the trees surrounding the deck trimmed. The trail leading to the south deck has been paved and is ADA accessible. Sanding and staining the structure would improve the condition. East Deck, fair - minor trimming of trees surrounding the deck will need to be done. Sanding and staining the structure would improve the condition.
Trees	Good—The Nature and Historical Park trees are in good condition. There is an assortment of American Basswood, American Elm, Apple Spp., Black Cherry, boxelder, Bur Oak, Cherry and Plum Spp., Colorado Spruce, Eastern Redcedar, Glossy Byckthorn, Green Ash, Northern Red Oak, Hawthorne Spp., Northern White-Cedar, Norway Maple, Norway Spruce, Red Elm, Shagbark Hickory, Siberian Elm, Stump, Sugar Maple, White Ash. It is presumed all Green Ash and White Ash trees have been removed from the areas in which tree inventory was taken. Future plantings could include Aspen, Honey Locust, Linden, and varieties of Oak, Maple, Pine, Spruce and River Birch.
Benches (15)	Good - two (2) benches are placed along the outskirts of the pond area. The other 10 have been placed along the nature trail at each bird watching station. These benches were constructed in 2018 for an Eagle Scout project.
Parking Lot (1)	Good - the parking lot and park access from STH 164 was resurfaced in 2017 with the use of reclaimed asphalt.
Port-A-John (1)	Good - There is a three (3) sided enclosure for the Port-A-John in this park. The enclosure could benefit from being sanded and re-stained.
Nature Trails	Good - trails are visible and cleared throughout the park with signage.
Horse Riding Trails	Good - condition and clearing of this trails is good. Horse trail signs have been placed along the trail to help guide users. Orange ribbons appear to have been added to the large posts guiding the trail as well. These indicators may dictate locations where additional horse icons are necessary.
Bird Watching Stations (10)	Good - these stations are dispersed throughout the park along the nature trails. They are structurally sound and generally in good condition.

Features (Cont.)	Condition and Notes (Cont.)
Signs	At the entrance to the park there is one (1) park sign at the STH 164 entrance. In the parking lot there are signs with fair condition ratings. The handicap parking sign, welcome sign, and pet waste sign are beginning to fade and have minor bends in them.
Waste Receptacles (1)	Good - one (1) permanent waste receptacle located under the shelter. The addition of other receptacles at the shelter and trail access points could be improvements.
Grills (3)	Fair - the outdoor grills located around the shelter are in need of new coal catch pans. The current coal catch pans are rotting and could be replaced.

South Observation Deck

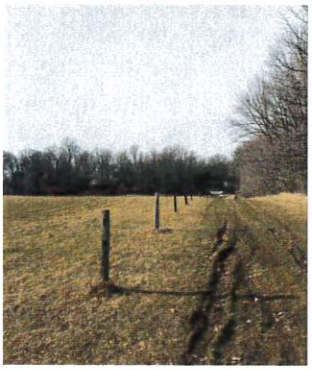
Paved Trail to South Observation Deck

Lumber and Poles Piled at North End of Open Space

Walking Trail Arrow

Bird Watching Station

Open Space Rutting—West of Pond



Bench and Sign for Pond

Hill and Open Space Near Pond

Horse Trail Marker

Open Air Shelter

Nature Park/Historical Park Entrance Sign

Park Sign on STH 164

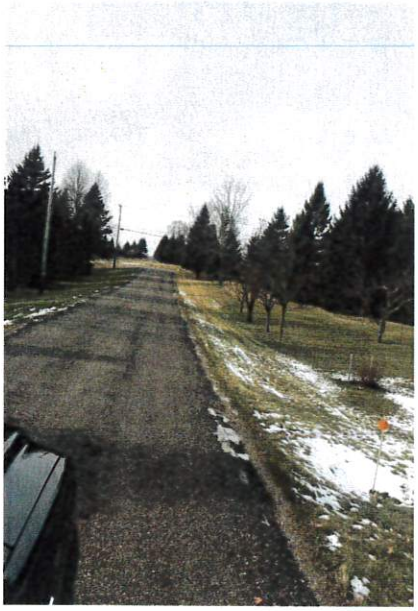
Outdoor Charcoal Grill

Nature Park Regulation Sign

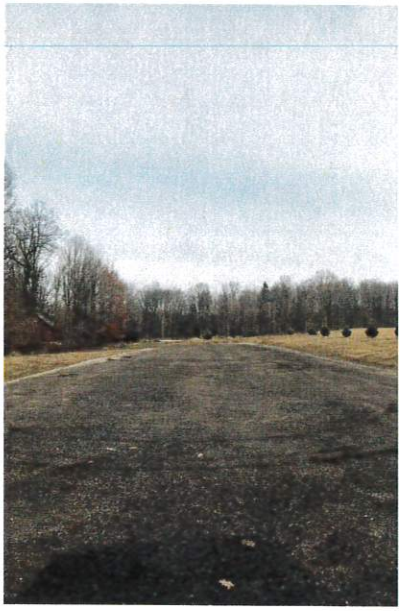
Trail Wayfinding Sign

Port-A-John Unit and Enclosure

Park Access—Facing West



Parking Lot—View facing North



Waste Receptacle

Handicap Parking Sign

(Continue developing with the addition of Tree Inventory for NP/RHP)

(Continue developing with a trails map of the park)

Public Workshop Meetings

Workshop

Public Workshop Meetings

Workshop

Public Workshop Meetings

Workshop

Public Workshop Meetings

Workshop

Stakeholder Meetings

Richfield Historical Society

Meeting Date: June 17, 2020

In Attendance: Richfield Historical Society President Susan Sawdey, RHS Member Del Schmechel, RHS Member Herb Lofy, RHS Member Quint Miller, RHS Member Al Mayer, Administrator Jim Healy, Administrative Services Coordinator Jen Keller and DPW Supervisor Brett Thicke.

Richfield Historical Society Suggestions
Grading work along walking trails
Laying down additional stone along walking trails
Bathrooms serving both Richfield Historical Park and Nature Park
Expansion of the parking lot
Tree identification plaques throughout the walking trails

Boys Scout Troop # XXX

Meeting Date: ?

In Attendance:

Boy Scout Troop # Suggestions

Boys Scout Troop # XXX

Meeting Date: ?

In Attendance:

Boy Scout Troop # Suggestions

Hill and Gully Snowriders Snowmobile Club

Meeting Date: ?

In Attendance:

Boy Scout Troop # Suggestions

July 27, 2020

RE: Notice of Nature Park Master Plan Community Member Survey

Dear Village Resident,

My name is Jen Keller, I am the Administrative Services Coordinator with the Village of Richfield. I am contacting your household today in hopes we can include your feedback during the Nature Park master planning process. A Park Master Plan is a development tool utilized by the Park Commission and Staff to ensure we are efficiently and effectively planning for improvements to our Village Parks.

As a member of the community and neighbor of Nature Park, Village Staff and the Park Commission would like to gather your feedback for proposed improvements to the Nature Park as well as gauge any additional interest you may have regarding improvements to existing amenities in the Park. Included with this letter is the survey we are asking community members to complete. You will also find a map of Nature Park and an inventory analysis of current amenities. At your earliest convince, please complete the physical survey, or visit: www.richfieldwi.gov to complete the questions online. If you choose to complete the physical survey, please place it in the return envelope and mail or drop it off in the drop-box outside the entrance doors to Village Hall.

The Park Commission will be reviewing the survey responses at the September 9th, 2020 Park Commission meeting which will be held in the lower level of Village Hall at 6:00 PM. It is important to note that no decisions will be made by the Park Commission on September 9th. The information collected will be presented as a "discussion only" agenda item.

If you wish to provide input to Staff and the Park Commission on this matter, but are unable to complete the survey, you can email your input directly to asc@richfieldwi.gov or submit written comments and directed them to the following address:

Richfield Village Hall
Attn: Jen Keller, Administrative Services Coordinator
4128 Hubertus Road
Hubertus, WI 53033

Sincerley,

Jen Keller
Administrative Services Coordinator
Village of Richfield

Stakeholder Questionnaire

Nature Park Master Plan
Village of Richfield

Greetings!

My Name is Jen Keller and I am the Administrative Services Coordinator with the Village of Richfield. We are contacting (name of organization) in hopes of gathering input for the master planning process for the Richfield Nature Park, located at 1894 STH 1674. As an identified stakeholder and user of Nature Park, we want to better understand what changes you would recommend for Park Commission consideration in the coming months.

The Richfield Nature Park has 40 acres of naturally preserved land which directly abuts the Richfield Historical Park. The Park boasts two (2) observation decks, walking trails, horse trails, an open-air shelter, and many bird watching stations. A map of the park and an inventory analysis has been provided to assist you in answering the following questions:

Question 1: Please state the name of the organization you are a representative of and how frequently you visit the Richfield Nature Park in a year.

Question 2: After reviewing the Nature Park Condition Analysis, what existing amenities do you believe should be improved?

Question 3: After reviewing the Nature Park Condition Analysis and Park Map, what future amenities do you recommend the Park Commission consider incorporating into the Master Plan?

(feel free to insert images or links to sites that depict what you would propose)

Question 4: Do any answers to Question #3 have potentiality to be projects that (name of organization) partners with the Village to complete?

Public Workshop Meetings

The following information was gathered from the two (2) workshops attended by the public. The preliminary list of potential projects/amenities for Heritage Park is based on the site analysis and needs assessment conducted by Staff in conjunction with feedback from the Heritage Park Master Planning Workshop Meetings, and the Community Survey.

How Often Do You Visit Heritage Park?	
Daily	4
Weekly	6
Bi-Weekly	0
Monthly	1
Quarterly	0
Annually	1
Never	1

I currently have children involved in Youth Sports	
Yes	5
No	5

While some of the park's most avid users are the youth sports organizations, one of our goals that resulted from the two (2) Public Workshop Meetings, was to gather input from surrounding residents who currently utilize the park for it's amenities or would potentially utilize the park if additional amenities were to be provided. We gathered information from those in attendance at the Master Planning Meetings and determined that our pool of residents in attendance consisted of 50% residents with kids and 50% residents without. In addition, those that attended were also fairly frequent visitors to the park.

POTENTIAL PROJECTS/AMENITITIES

During the community workshop meetings held on August 8th and August 25th, the residents in attendance made their way through five different stations set up to gather a variety of information. Those stations were as follows:

Station 1: Fire Company Construction Information

Station 2: Slideshow & Preliminary Potential Projects/Amenities Survey

Station 3: Dots

Station 4: Answer Questions and Provide Feedback

Station 5: Preliminary Design Feedback

These potential park projects were then evaluated based on either immediate, or a future need in Bark Lake Park through a community survey completed by the Bark Lake Association and residents. Staff was then able to prioritize the immediate items or projects to be considered in upcoming budgets vs. future year capital improvement plans. The preliminary immediate vs. future need list is provided on page 30.

STATION ONE: PRELIMINARY POTENTIAL PROJECTS/AMENITIES SURVERY

Public Workshop Meetings Continued

In 2016 the Village of Richfield was the recipient of a $2.4 million dollar contribution for the construction of a new Richfield Volunteer Fire Station. The Village and the Volunteer Fire Company largely operate in an autonomous manner, but as the largest contributor to their operations annually, the Village has an invested interest in the success of the station. The second purchase of the Neuthreuter farm in .... Was a direct result of this relationship and the expected future growth. The Richfield Volunteer Fire Company is a private, non-profit company that provides emergency services for 49 square miles of Washington County. The RVFC covers the entire Village of Richfield, the Town of Germantown, three (3) sections in the Town of Polk and eight (8) sections in the Town of Erin. RVFC newest station #2 will be located in Heritage Park at the center of the Village's 36 square miles.

Richfield Fire Co. donates $2.4 million for fire house

Village takes out $1M loan for other costs

By JOE VANDELAARSCHOT
Daily News

RICHFIELD — Village trustees took the final steps Thursday in approving construction of a central fire station. The village and fire company worked on the idea for the last several years.

Trustees first agreed to accept a check for nearly $2.4 million from the Richfield Volunteer Fire Co., a donation toward the $3.7 million cost of the building.

Second, trustees agreed to take out a loan for nearly $1 million from the Board of Commissioners of Public Lands to pay for the remainder of costs.

Finally, trustees agreed to rezone the property where the fire house is built at 4128 Hubertus Road from P-1 Park and Recreation to I-1 Institutional district. The site is in the park adjacent to Village Hall.

"The remainder of the cost of the project will paid for through impact fees (about $255,000), a potential partial contribution from the village (about $51,000) for site improvements and the loan from the Board of Commissioners of Public Lands," Village Administrator Jim Healy said.

The money from the fire company comes from savings the department has accumulated over several years. Healy said the village pays the fire company about $472,000 a year. From that they've set aside about $8,000 a month.

"Money obtained from contracted services with the village and other communities that we provide fire protection for helped accumulate the money the company has in savings," Fire Chief Terry Kohl said.

The fire company will also make payments to the village to pay off the $1 million loan. Bids were opened April 6. A ground-breaking ceremony will be held at 7 p.m. Monday.

The village received 49 bids for the project. Some came from local contractors. The project calls for building a freestanding fire-house 21,000 square feet in size, which includes five apparatus bays, offices, a dormitory and parking. Construction is expected to be finished in about a year.

In other business, village trustees approved three action items requested by the owner of Johnny Manhattan's — a popular village restaurant — that included:

■ Changes in the village's land use map that would allow the business to tear down a neighboring house and convert the lot into parking.

Please see FIRE/A8

Submitted rendering

This is an artist's drawing of how the proposed Richfield Central Fire Station will look when construction is completed.

Multiple studies have been done in order to validate the location of the new fire station and the multiple benefits to its creation. Two of the largest reasons for the creation of the new fire station are 1) the decreased response times that will be affiliated with the footprint of the new station and 2) the overnight facilities that will enable on-call volunteer fire fighters to spend the night at the fire station. These benefits allow RVFC to not only improve their response times, but also to increase their volunteer base by allowing members from outside of the community to be involved with the RVFC by because of overnight accommodations available.

While there are significant benefits to this new fire station there are also drawbacks to the space. The station will encroach upon the park and construction will eliminate amenities to Heritage Park. During construction, the Village gained fifty (50) parking stalls in Heritage Park to service the youth baseball organizations, lost two (2) tennis courts, one (1) volleyball court and one (1) baseball diamond. During the master planning process we asked residents to take those gained and lost amenities into consideration in assisting them in determining the immediate and future needs of Heritage Park.

The construction of the new RVFC Station #2 will be complete by January of 2017. Some additional consideration was also given to the protection of the new building from park use (i.e. stray balls and parking problems). Additionally, a meeting was held with a new neighbor to Richfield Heritage Park in order to determine what additional, if any, needs would have to be addressed in Heritage Park to accommodate the Fire Company.

Public Workshop Meetings Continued

STATION TWO: PRELIMINARY POTENTIAL PROJECTS/AMENITIES SURVERY

At this station residents were shown a power point presentation of all of the current amenities in Heritage Park. That information has been included at an earlier portion of this master plan. Residents were also given a survey listing potential projects and amenities. Residents were asked to rate those projects as either an immediate or future need. Below are the results of the surveys that were completed in person at the Master Planning Workshops and submitted in-person or via email.

Preliminary Potential Projects/Amenities
Additional Playground
Additional Picnic Shelters
More Picnic Tables and Benches
Basketball Court
Tennis Court
Volleyball Court
More Baseball Fields
More Soccer Fields
Pave Trails
Additional Restrooms
Additional Parking/Pave Current Parking
Landscaping
Signage: Park Name, Rules, Wayfinding
Community Garden
Water Play Feature
Other active recreation elements (i.e., BMX, skateboard park or sports, horseshoe pits, etc.)
Open Lawn Area
Gazebo
Lights for the Baseball/Soccer Fields

IMMEDIATE NEEDS	POTENTIAL FUTURE NEEDS
Water Play Feature (17)	Basketball Court (9)
Tennis Courts (13)	Additional Restrooms (8)
Additional Parking/Pave Current Parking (3)	Additional Playground (6)
Signage: Park Name, Rules, Wayfinding (3)	Additional Picnic Shelters (6)
	Volleyball Court (6)
	Community Garden (4)
	Lights for the Baseball/Soccer Fields (3)
	Pave Trails (3)
	Landscaping (3)
	Other active recreation elements (2)
	Open Lawn Area (2)
	Gazebo (2)
The following items tied:	
More Picnic Tables and Benches (2)	
More Baseball Fields (1)	
More Soccer Fields (1)	

Public Workshop Meetings Continued

ADDITIONAL COMMENTS

In Person Submissions

"I would like to see two (2) New Baseball Diamonds, Batting Cages, replace the Tennis Courts and light the lower ball diamonds; (1&2) plus the new tennis courts."

- - - -

"Splash Pad, Please!"

- - - -

"I like the proposed playground by fields 4&5. I think a Splash Pad would help draw new families. (Not a huge water park) Locate splash pad near existing water source and fire (police substation) to promote safety."

- - - -

"Splash Pad would be nice. Basketball Court a must!"

- - - -

"I LOVE the plowed trails in winter. No pavement because it gets too slippery and asphalt is hard on the knees!"

- - - -

"Too... much baseball!! The whole park is baseball! Splash Pad and walking trails please!"

- - - -

"If additional capacity is needed for baseball/soccer light the fields so you do not have to consume more green space."

- - -

"Since there are no water related activities (i.e. no pool) available in the Richfield area this would be a significant addition for children in the community."

- - -

"A splash pad for children thank you!"

- - -

"Need splash pad to draw families to this area."

- - -

Email Submissions

"Water Play Feature—Development of a water related activity would be a significant addition to the Richfield area Heritage Park. There are no public pools in the Richfield area, and this would e a reasonable alternative for children."

- - - -

"My family played tennis at the park and we are missing the opportunity to continue to do so."

- - - -

"As you are seeking input from the residents of Richfield, I would like to suggest the two tennis courts be replaced. As we currently have only two, and the high school is a half hour away, there are few other options for the community especially young people.

Also, a water pad near the playground for the younger children would be nice. It would also be great if there were summer programs for our youth and seniors, perhaps in conjunction, in the parks."

Public Workshop Meetings Continued

- - - -

"Thank you for the opportunity to provide input to the master planning stage for Heritage Park. Since my family lives in the Holy Hill States subdivision, we frequent this park. Not only did my children both play soccer and baseball using the fields in this park, we would take walks on the path and, when my children were smaller, they would play on the playground equipment. As my children got older, they played in other organized sports, including tennis and basketball, through school. These sports are the ones that need to be supported at Heritage Park.

As a high school student, my daughter was on the tennis team. When heading out to practice near home, the former courts at Heritage and the courts at Fireman's were often in use at the same time. She would have to go to Hartford to find available courts. Since the courts were often busy at the same time, it is obvious that tennis courts that were at Heritage need to be replaced.

My son started playing basketball when he was quite little. He joined the Friess Lake school team as soon as he could (5th grade). He and his teammates were always trying to get together to play basketball. While many had basketball hoops by their driveways, the space did not allow for several boys to play at a time, or for them to play a game of basketball. Now, many of these boys, including my son, are on the Hartford basketball team. Today, they can drive to play ball. When the weather is nice, most of them drive to Hartford to play on the courts at Willowbrook Park. There has never been a suitable outdoor court for them to use in Richfield.

The Village of Richfield needs a tennis/basketball court complex like the one at Willowbrook Park in Hartford. Heritage Park is surrounded by subdivisions with children. By the older elementary school age, these children can walk or bike to the park safely. The parks are also close enough for parents to let their children have some independence and responsibility, but still be able to check on the children. When in high school, these children will have access to facilities to work on their games close to home and have a place to gather with friends.

In addition to benefitting children, having tennis and basketball courts at Heritage will also benefit adults. I have often used the tennis courts and have seen adults often using the tennis courts. Also, having basketball courts near the fire station could provide a recreational outlet for the fire fighters. The courts may also allow adults to develop some casual leagues to benefit their fitness.

Richfield has made a commitment to baseball and soccer at Heritage Park. Richfield needs to support other physical activities at this location as well. The location of this park, as well as the frequent usage of the tennis courts at this park and at Fireman's, make a tennis court at Heritage a necessity. Richfield has lacked a decent place for kids to play outdoor basketball. Having just a hoop above some pavement is not the same as having a marked court.

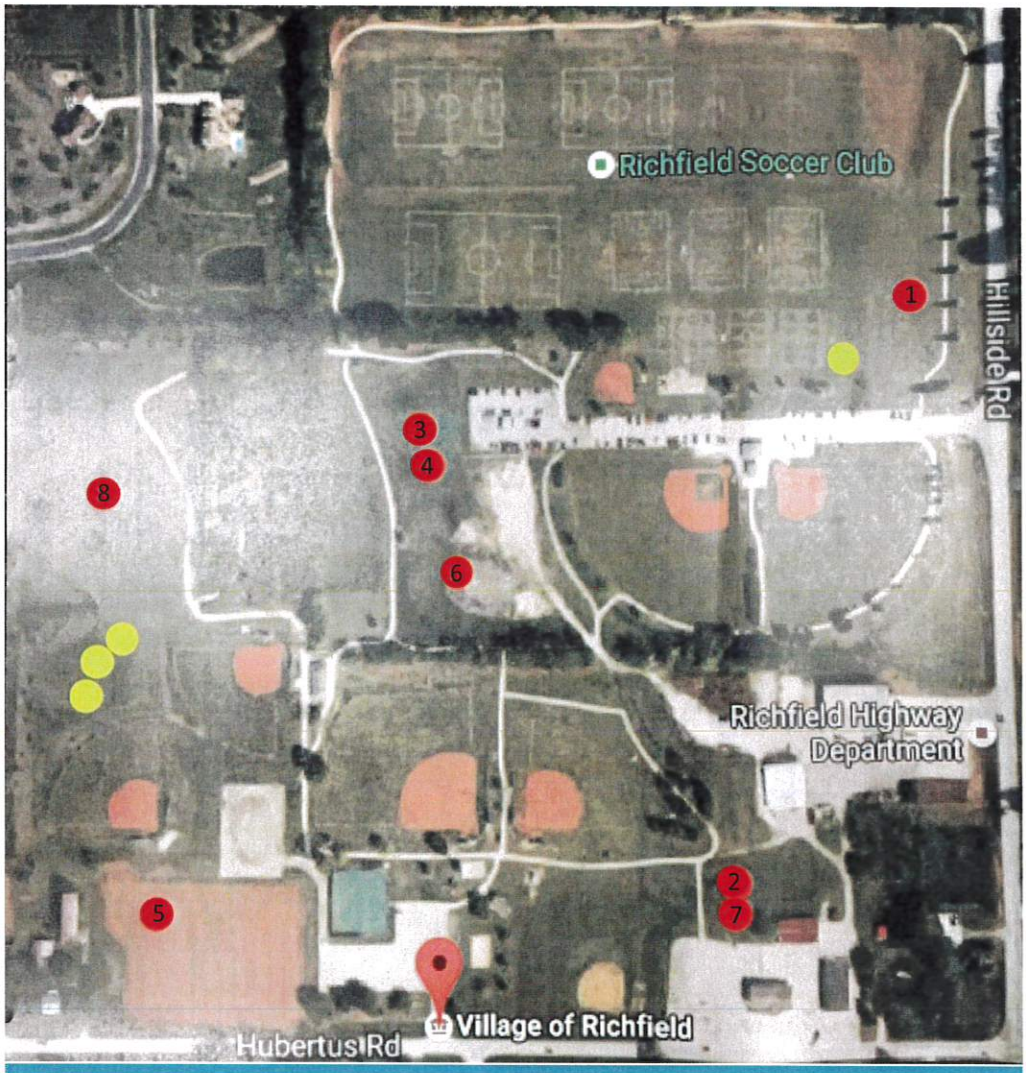
These improvements would make Heritage an outstanding and well-rounded park facility."

- - - -

Public Workshop Meetings Continued

STATION THREEE: DOTS

At the third station we had two (2) sets of dots. The yellow dots were for the replacement of the lost baseball diamond and the red dots were for any additional amenity of the residents choosing and to indicate where they might like to see such an amenity on a map of Heritage Park. A large number of the individuals both in attendance of the park master planning meetings and whom completed the master planning survey's were overwhelmingly in favor of a new splash pad in Heritage Park. The data gathered from the dot analysis was useful in determining where residents would be most in favor of those new additional amenities. The second most common request was for the replacement of the lost tennis court. Most of the areas for the requested items were near parking areas and in the instance of the splash pad consideration was given in particular to where there might be easy access to water sources. Finally some other common requests included additional shelter and basketball court attractions.



#	Chosen Amenity
1.	Shelter
2.	Splash Pad
3.	Splash Pad
4.	Splash Pad
5.	Basketball Court—Use for overflow parking
6.	Water Feature
7.	Tennis Courts
8.	Tennis Courts

Public Workshop Meetings Continued

STATION FOUR: QUESTIONS

Some of the information gathered in this portion of the workshop meeting was used during the introduction of the Master Planning workshop meetings in order to give readers an idea of the individuals that were in attendance of the Master Planning workshop meeting. One of the larger questions residents were asked to give consideration to was the evaluation of several large expenditure items that were included in the rough draft improvement plan and what residents felt the priority level of those projects would be.

Prioritize these projects 1-5, 5 being the immediate need, 1 the least.									
New Baseball Field	1	1	1	2	3	1	5	5	19
Pave Walking Trails	4	2	3	4	1	4	3	3	24
More Parking	3	4	2	3	4	1	4	4	25
Playground Equipment	2	3	5	5	4	5	2	2	28
Tennis Courts	5	5	3	1	3	3	1	1	22

The list below reflects project ideas in order of highest level of priority to lowest:

1) Playground Equipment
2) More Parking
3) Pave Walking Trails
4) Tennis Courts
5) New Baseball Field

STATION FIVE: EVALUATION OF ROUGH DRAFT SITE PLAN

To the right is the rough draft that was made available for residents to review at the Public Workshop Meetings. This was provided to give residents a better idea of the footprint of the new fire station in relation to the remainder of the park and the other various s amenities already in existence at the park. Some changes that will likely occur after discussions with residents in attendance:

- The new retention pond will likely include a portion of the walking trail along its outer edges in addition to a wooden fence and various landscaping that is aimed to deter child interest.
- The new salt shed will be drawn to a larger scale.
- Baseball field number two (2) will likely undergo some type of expansion in the near future and the map will reflect such changes.

TAKE OUR SURVEY!

IF YOU MISSED OUR HERITAGE PARK MASTER PLANNING MEETING HERE'S YOUR OPPORTUNITY TO PROVIDE INPUT!

The master plan will guide any improvements, changes, or facility upgrades during the next capital improvement planning process. Community input is an important component of the planning process.

If you missed the public workshop, you have an opportunity to provide input on ideas that were generated. Below is a partial list of Master Plan objectives and ideas that were suggested and discussed by workshop participants.

Please review the list and check (some or all) the objectives concepts and suggestions that you support.

PARK PLANNING OBJECTIVES

Immediate Need	Future Need	Potential Projects/Amenities
☐	☐	Additional Playground
☐	☐	Additional Picnic Shelters
☐	☐	More picnic tables and benches
☐	☐	Basketball Court
☐	☐	Tennis Court
☐	☐	Volleyball Court
☐	☐	More Baseball Fields
☐	☐	More Soccer Fields
☐	☐	Pave Trails
☐	☐	Additional Restrooms
☐	☐	Additional Parking/Pave Current Parking
☐	☐	Landscaping
☐	☐	Signage: Park Name, Rules, Wayfinding
☐	☐	Community Garden
☐	☐	Water Play Feature
☐	☐	Other active recreation elements (i.e., BMX, skateboard park or sports, horseshoe pits, etc.)
☐	☐	Open Lawn Area
☐	☐	Gazebo
☐	☐	Lights for the Baseball/Soccer Fields

Other Comments/Suggestions:

_____

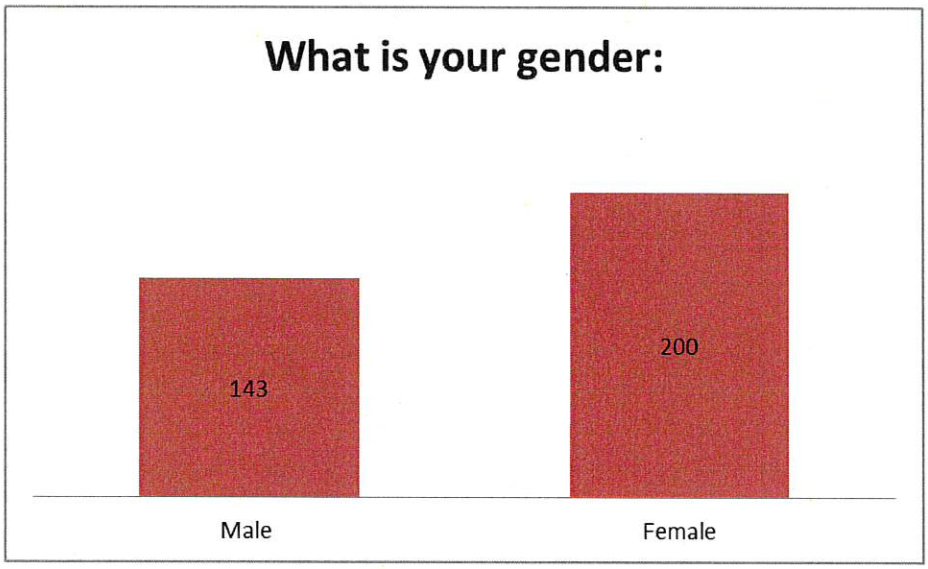
_____

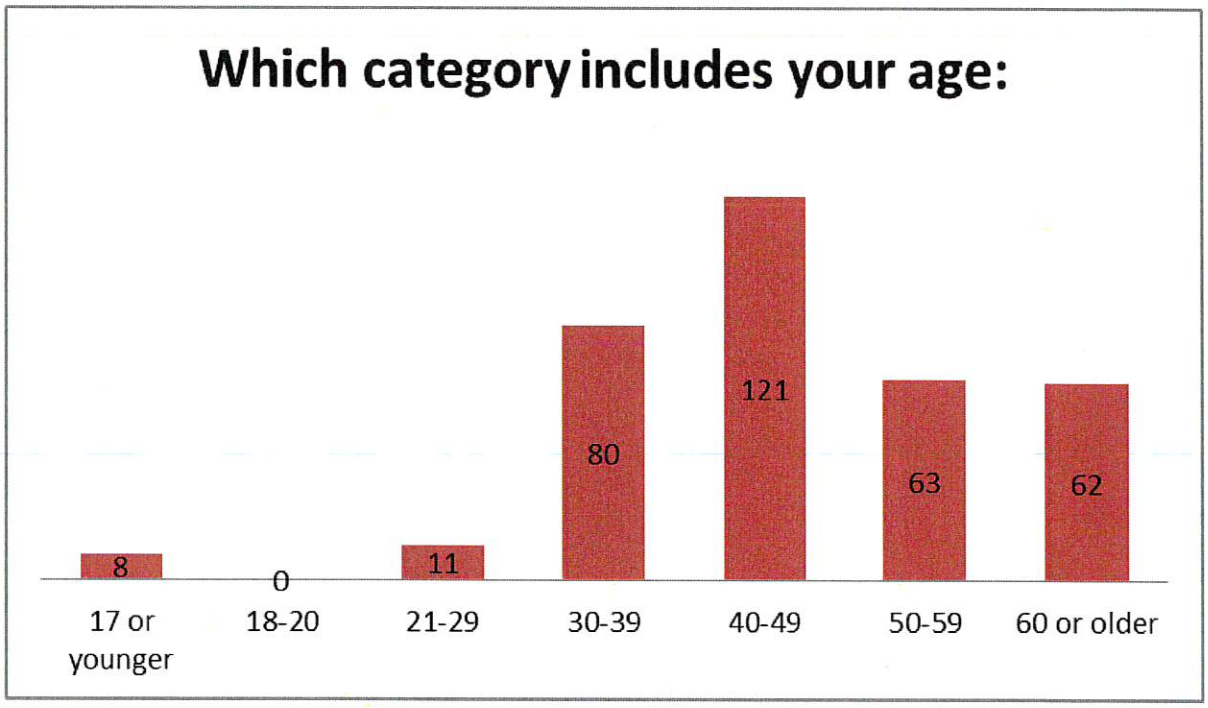
_____

_____

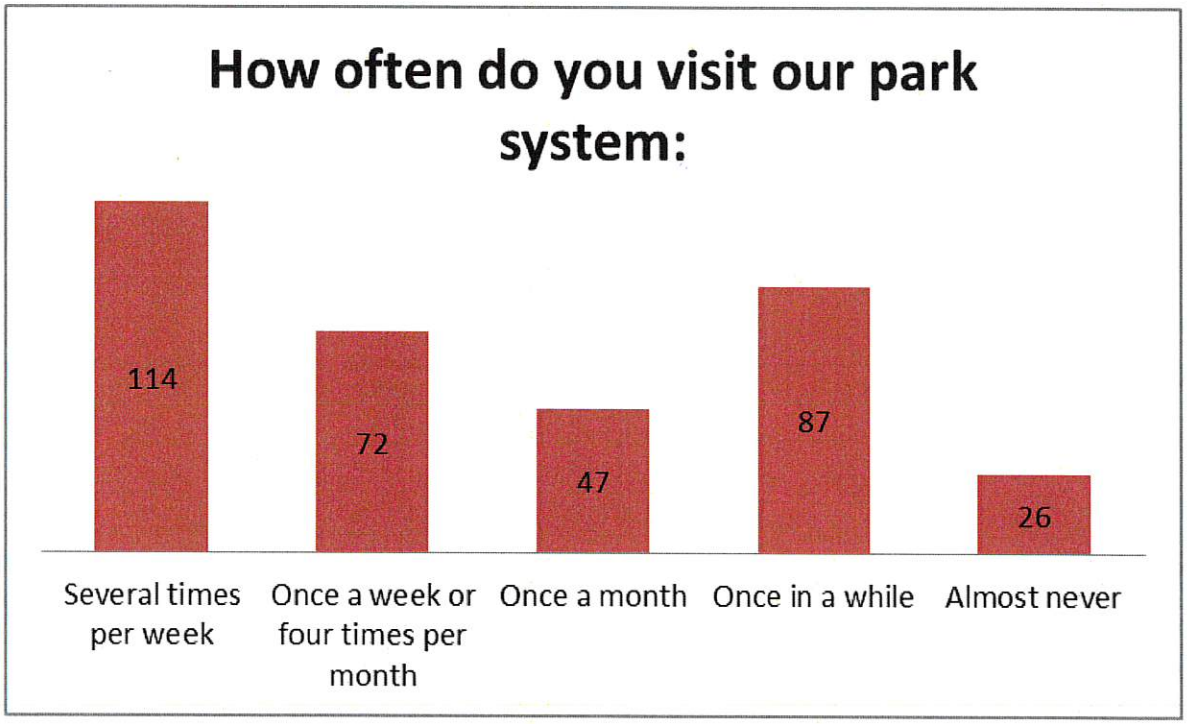
**Please return all survey's to Administrative Services Coordinator, KateLynn Schmitt at katelynn@richfieldwi.gov or 4128 Hubertus Road, Hubertus, WI 53033 no later than August 31st, 2016.

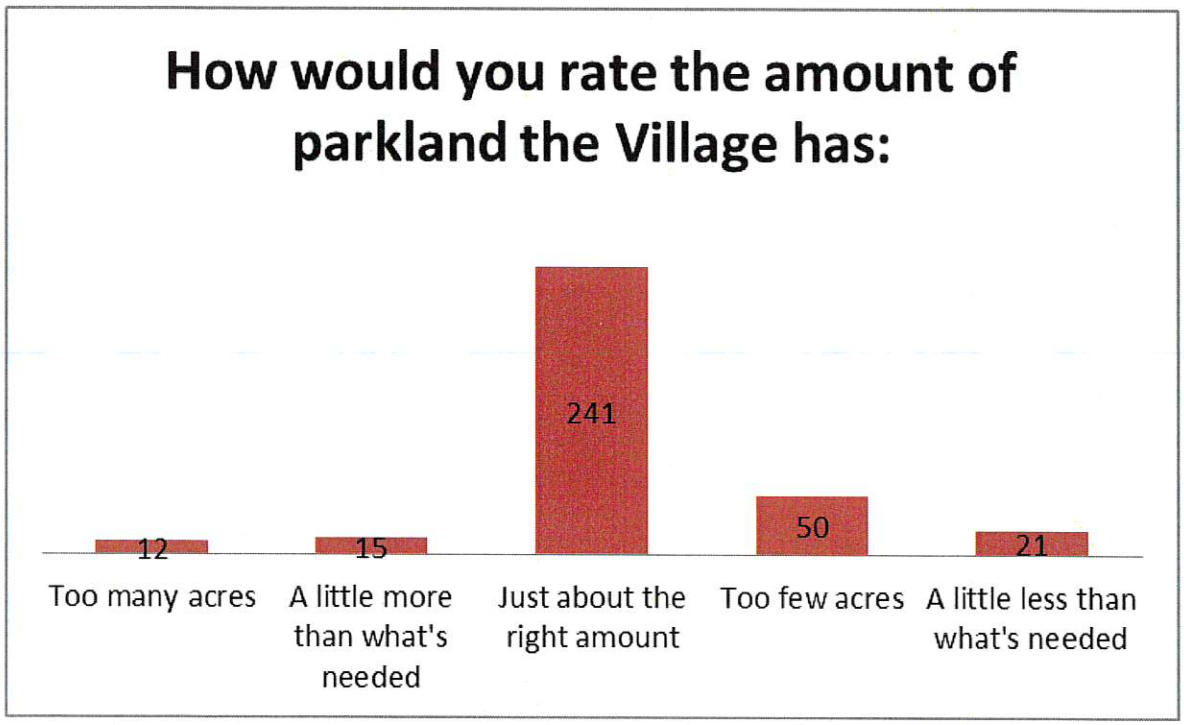
Appendix - Survey

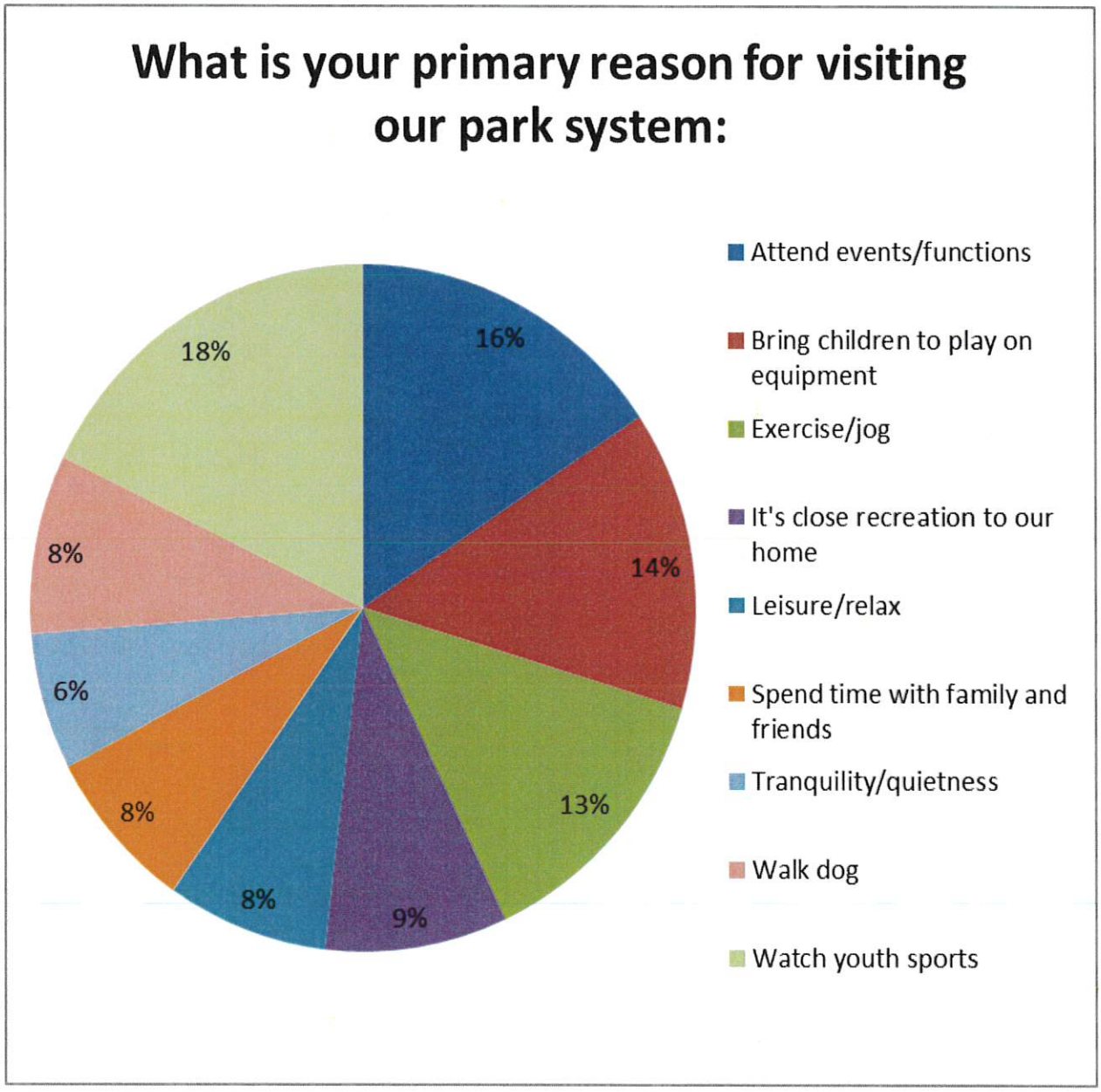




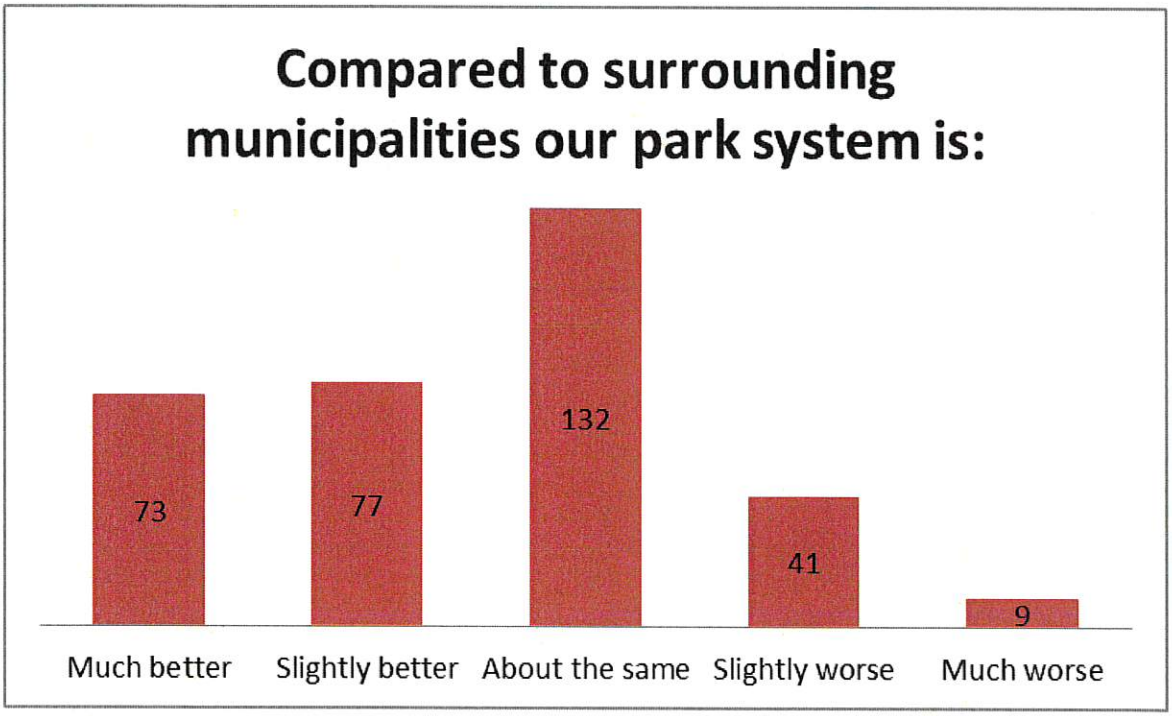
Appendix - Survey

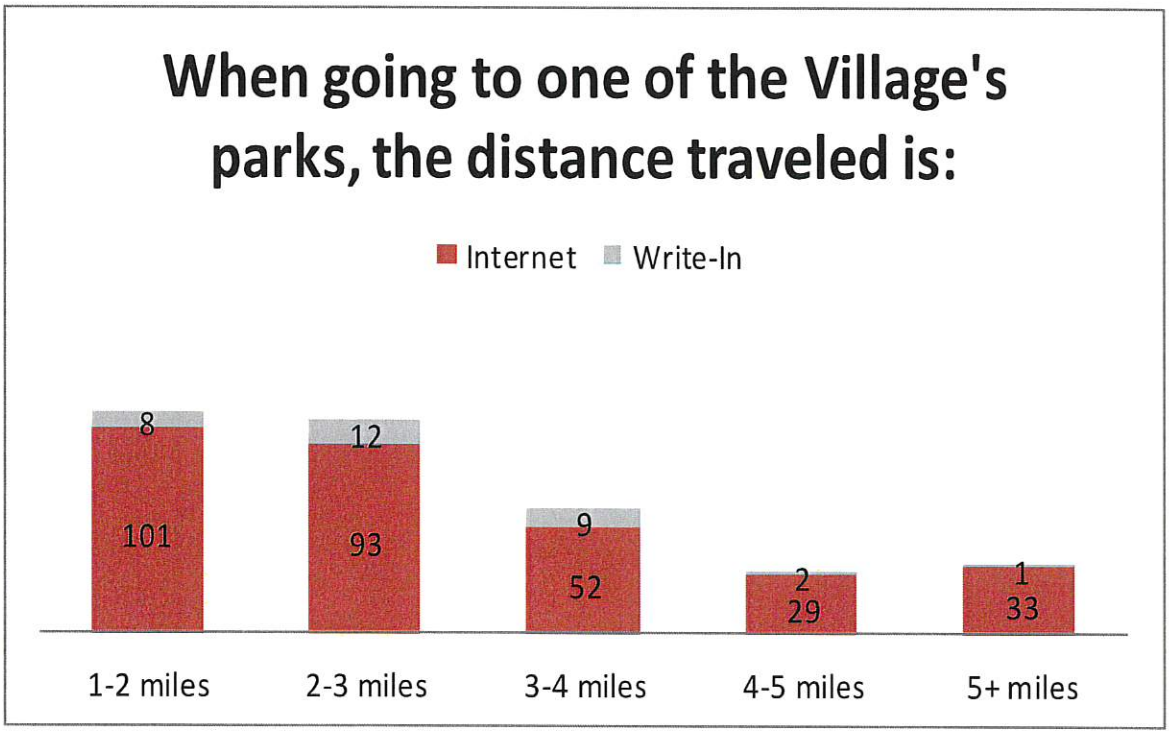




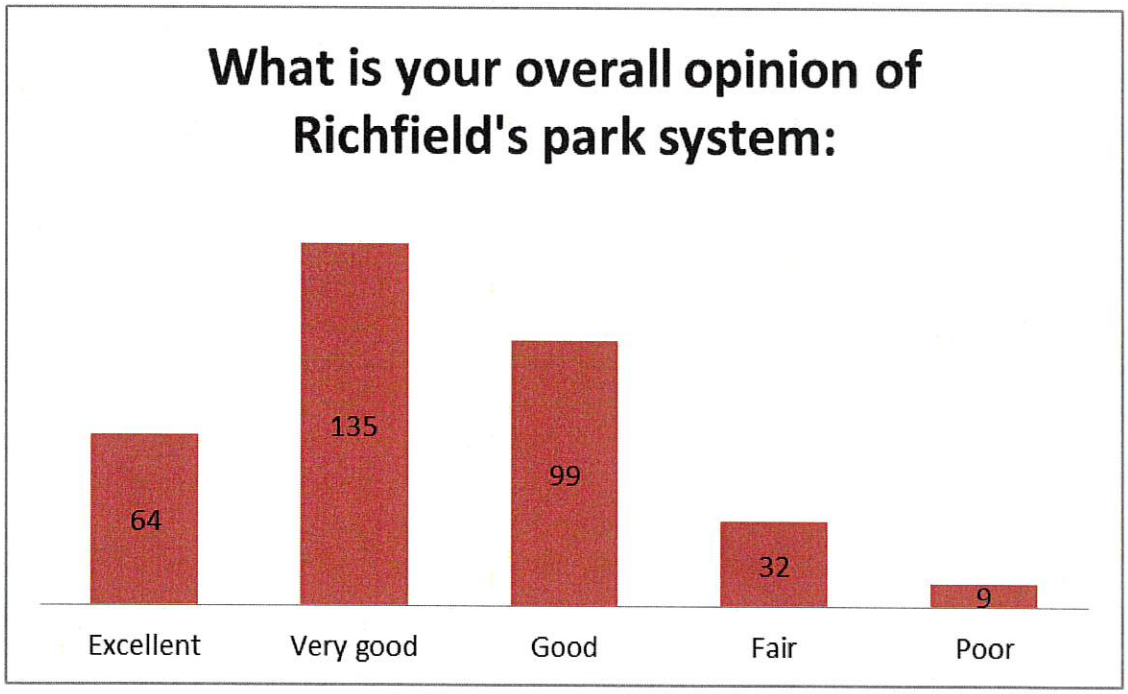

What is your primary reason for visiting our park system:
16%
14%
13%
9%
8%
8%
6%
8%
18%
Attend events/functions
Bring children to play on equipment
Exercise/jog
It's close recreation to our home
Leisure/relax
Spend time with family and friends
Tranquility/quietness
Walk dog
Watch youth sports

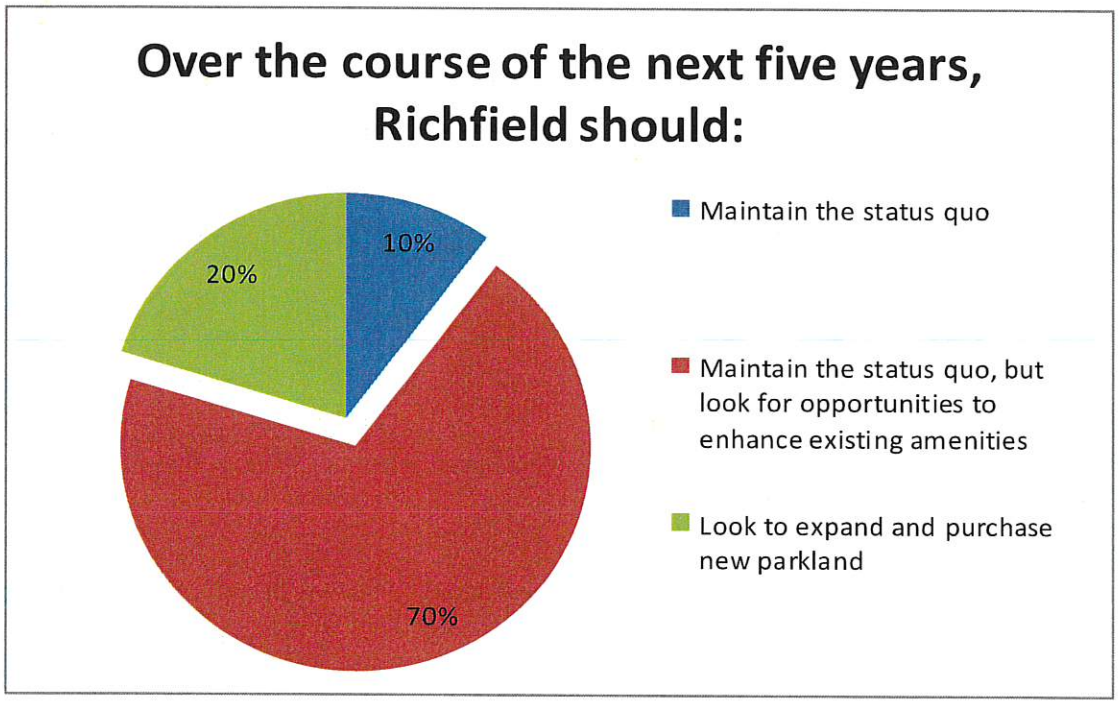
Appendix - Survey





Appendix - Survey





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General Park Operations Report for July 2020

Park Commission Members,

As a part of my position as Village Administrative Services Coordinator, I want to make sure that I have an on-going dialogue with everyone on the Park Commission about General Park Operations. It is important to me that I solicit feedback from this Commission to gain not only a greater personal/professional relationship with each and every one of you, but also attempt to cultivate ideas or suggestions you have on ways we can improve our wonderful network of parks throughout the Village. These types of suggested improvements are always welcome! **The knowledge you each have of our park system and from your personal backgrounds is an invaluable resource that I intend on tapping into.**

- ✓ **Richfield Soccer.** Play this summer for Richfield Soccer was cancelled per Washington/Ozaukee County Health Department recommendations the club followed. Club registration for fall soccer concluded on July 2nd. It has been determined a few nets will be installed so families can practice until a final decision is made for the fall season. The Richfield Soccer Club will base their decision to proceed with a season on the recommendations of the Washington/Ozaukee County Health Department and US Soccer guidelines.

- ✓ **Fireman's Park Wayfinding Signage.** At the May Park Commission Meeting Staff were directed to request wayfinding signs to be installed along STH 175 near the Fireman's Park entrance. Staff have submitted the request for signage and were informed by Wis DOT it may take up to 90 days to produce and install the signage.

- ✓ **Youth Baseball Update.** RYBSA and Rockets began their seasons the last week in May and continue to practice and host games in Heritage Park and Fireman's Park. A google doc has been shared so all teams, coaches, and Village Staff are aware of real time updates to the schedule. By all accounts, the organizations have been working well together and communicating effectively.

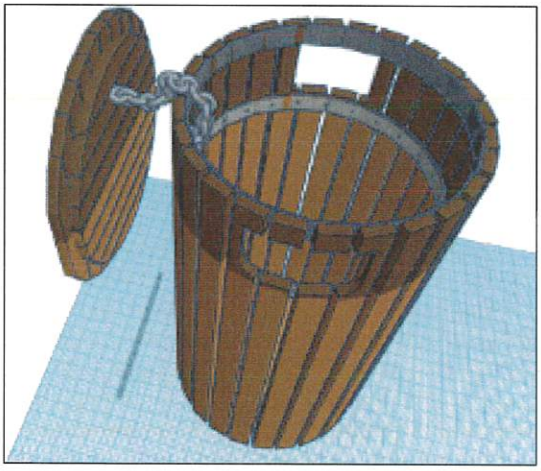
- ✓ **Geocaching- Adventure Lab**. As members of the Park Commission have previously been made aware of, the Village's park system participates in the "digital treasurer hunt" game of hide and seek called Geocaching. Since approximately 2012, throughout the park system physical cache containers exist for people to find or swap. A local resident has been working alongside the Richfield Historical Society to grow this hobby to include the Historical Park buildings and making them each a stop. These are called "Adventure Labs" where physical caches don't exist, but clues are still followed to led people to a specific destination. In the Historical Park, the Mill, Mill House and the Welcome Center were selected to be sites with developed clues.

- ✓ **Cancellation of Summer Events.** The Richfield Historical Society has cancelled the Art at the Mill and Thresheree events for 2020, meaning the Historical Park and Nature Park will not see high traffic levels during the months of July and September. Included in the cancellation of summer events is the Richfield Days festivities hosted by the Richfield Volunteer Fire Company which was slated to take place in Fireman's Park the third weekend in August.

- ✓ **Community Roots.** ASC Keller and DPW Supervisor Thicke coordinated the purchase, pick up, and planting of all seven (7) Community Roots donated trees during the month of June. Trees planted included Red Maple, Autumn Blaze, Red Oak, and Burr Oak trees. Trees were purchased from Wayside Nursery and then placed throughout the parks system in Heritage Park, Nature Park and Fireman's Park. Engraved plaques were purchased by every donor for $40/plaque to commemorate each tree.

- ✓ **Eagle Scout Project Updates.** The Bark Lake Park improvements to the shelter, and construction of a park sign and Port-A-John structure are moving forward with Jamison Duehring. The completion of the other four (4) park signs to be located at Nature Park, Fireman's Park, and Heritage Park will be completed by Ben Loosen. Staff have contacted Waukesha County Highway Department in hopes they are able to router the letters onto each sign.

  A third Eagle Scout project that is being completed by two (2) separate Boy Scouts, Andrew Long and Janson Duerst, includes the construction of a cedar wood enclosure to be placed around the blue barrels that are located throughout the Village of Richfield Park System as garbage containers. Approximately 20 containers in total will be constructed for the Village. All projects are slated for completion on or before September 1, 2020.



Respectfully submitted,

Jen Keller
Administrative Services Coordinator