

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Board of Public Works
DATE OF MEETING: February 5, 2019 (Tuesday)
PLACE OF MEETING: City Hall – 415 Main Street (Common Council Chambers)
TIME OF MEETING: 6:30 P.M.

PURPOSE OF MEETING

1. Call to Order and roll call.
2. Approval of minutes from the previous meeting.
3. Public input: (limited to 3 minutes/individual)

Consideration and possible action on the following items:

4. **Public Hearing: Approximately 6:30 PM (or immediately following Public Input)** regarding proposed concrete sidewalk assessments along the South side of Troy Street between State Highway 35 and 4th Avenue North. (Resolution addressed under Agenda Item #6)
5. **Public Hearing: Approximately 6:40 PM (or immediately following previous hearing at 6:30 PM)** regarding proposed sanitary sewer, water, curb and gutter, concrete sidewalk and concrete apron along Abbey Road between Commerce Drive (Northerly Junction) and 2,000 feet Northwest of East Avenue. (Resolution addressed under Agenda Item #7)
6. **Resolution 9-2019** – Final Resolution regarding assessments for concrete sidewalk along the South side of Troy Street between State Highway 35 and 4th Avenue North.
7. **Resolution 8-2019** – Final Resolution regarding assessments for sanitary sewer, water, curb and gutter, concrete sidewalk and concrete apron along Abbey Road between Commerce Drive (Northerly Junction) and 2,000 feet Northwest of East Avenue.

PLEASE TAKE FURTHER NOTICE that members of the Common Council of the City of Onalaska who do not serve on the Board may attend this meeting to gather information about a subject over which they have decision making responsibility.

Therefore, further notice is hereby given that the above meeting may constitute a meeting of the Common Council and is hereby noticed as such, even though it is not contemplated that the Common Council will take any formal action at this meeting.

Notices Mailed To:

* Mayor Joe Chilsen
**Ald. Jim Binash
Ald. Jim Olson
Ald. Jerry Every
Ald. Diane Wulf
*Ald. Ron Gjertsen
*Ald. Kim Smith
City Attorney City Administrator
La Crosse Tribune Dept Heads.
Coulee Courier
WKTY WLXR WLAX
WKBT WXOW FOX

*Jarrod Holter, City Engineer
*Fred Buehler, Financial Services Director/Treasurer

Onalaska Omni Center
Onalaska Public Library

*Board Members ** Alternate Member

Date Notices Mailed and Posted: 1-30-19

In compliance with the Americans with Disabilities Act of 1990, the City of Onalaska will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the City Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the City.

8. Review and consideration, including input from residents, of parking restrictions along Irvin Street between 4th Avenue South and 5th Avenue South
 9. Review and consideration of Urban Forestry Management Plan and Urban Forestry Tree Planting Plan
 10. Review and consideration of Green Coulee Road Intersection Alternatives Evaluation
 - A. Presentation of report including alternatives
 - B. Recommendation on future actions to be taken
 11. Review and consideration of design amendment for Abbey Road project for Short Elliot Hendrickson, Inc.
 12. Review and consideration of professional engineering services for construction portion of 6th Avenue North and Quincy Lift Station Project
 13. Review and consideration of parking restrictions
 - A. 13th Avenue North by Hilltopper Heights park
 - B. West Avenue and Royal Street
 - C. 6th Avenue North from Main Street to King Street
 14. Review and consideration of professional architect services for Public Works Facility expansion
 15. Review and consideration of vehicle purchases for Public Works Department
 - A. Pick-up truck
 - B. Van
 16. Review and consideration of bids received for 6th Avenue North and Quincy Pumping Station Rehabilitation Project
 17. Review and consideration of final Irvin Street Project streetscaping enhancements
 18. Pay Estimates: Strand Associates, Short Elliot Hendrickson Inc., La Crosse County, Davy Engineering, MSA Professional services, HKGi Inc., HydroKleen, and any other contractor/developer.
 19. Closed Session: To consider a motion to convene in Closed Session under Section 19.85(1)(e), Wis. Stats. for the purpose of 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:
 - Virnig Property
- If any action is required in Open Session, the Board of Public Works will reconvene in Open Session to take the necessary action and/or continue with the printed agenda.
20. Adjournment

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#4

Project/Item Name:

2019 Utility Project

Location:

Troy Street

Requested Action:

Public hearing on curb & gutter
assessments

Staff Report/Description:

Residents have been notified of the intent of the City of Onalaska to levy special assessments for the installation of sidewalk along Troy Street. A public hearing will be held concerning the special assessments at the meeting. This item will then be acted upon under agenda item #5 regarding Final Resolution 9-2019.

Attachments:

Preliminary Resolution 1-2019, assessment maps and assessment sheets

RESOLUTION 1-2019

PRELIMINARY RESOLUTION REGARDING ASSESSMENTS FOR CONCRETE SIDEWALK AND CONCRETE APRON FOR TROY STREET PROJECT BETWEEN STATE HIGHWAY 35 AND 4TH AVENUE NORTH.

RESOLVED, by the Common Council of the City of Onalaska, Wisconsin:

1. The Common Council hereby declares its intention to exercise its police power under Section 66.0703, Wis. Stats., to levy special assessments upon property in the assessment district hereinafter described for benefits conferred upon such property by reason of the following public works and improvements: Concrete sidewalk and concrete apron.

2. The property to be assessed lies within the following described assessment district:

Assessment District

CONCRETE SIDEWALK AND CONCRETE APRON

All property fronting upon the south side of
Troy Street
between State Highway 35 and 4th Avenue North.

3. The Common Council determines that such improvements shall be made under police power and the amount assessed shall be based on the following:

CONCRETE SIDEWALK AND CONCRETE APRON

Assessments will be determined by the actual cost of installation of concrete sidewalk and concrete apron for fronting property on a square foot basis with seven and one-half percent (7.5%) as a reasonable charge for the services of the administrative staff of the City.

4. The Common Council determines that the improvements constitute an exercise of the police power for the health, safety and general welfare of the City and its inhabitants.

5. Once the amount of the special assessment for the improvements have been determined as to each parcel of real estate, a statement of all assessments will be placed on file with the City Clerk. The City proposes to collect the special assessment in equal installments, equivalent to the length of time that the bond issue is issued for these said projects, as provided for by Section 66.0715 of the Wis. Statutes. Interest shall be charged on said installments at the rates determined by the Common Council, uniform with other City special assessments, at one percent (1%) over the average rate at which the City borrows the money. All assessments will be collected in installments as provided above except assessments on property where the owner files with the City Clerk within thirty (30) days from receipt of the statement a written notice that the owner elects to pay the special assessment on the owner's property, describing the property, to the City Treasurer on or before the following November 1, unless the election is revoked. If after making the election, the property owner fails to make the payment to the City Treasurer, the City Clerk shall place the entire assessment on the following tax roll. The City Clerk shall publish a Class-1 notice, under Ch. 985, Stats., pursuant to Section 66.0715., Stats.

6. The City Engineer is directed to prepare a report consisting of:
 - a. Preliminary plans and specifications for said improvements.
 - b. An estimate of the entire cost of the proposed improvements.
 - c. A statement that the property against which the assessments are proposed is benefited and a schedule of the proposed assessments.

Upon completing such report, the City Engineer is directed to file a copy thereof in the City Clerk's office for public inspection.

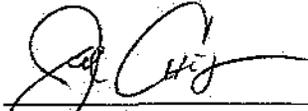
7. Upon receiving the report of the City Engineer, the Clerk is directed to give a Class 1 Notice of a Public Hearing before the Board of Public Works on such report as specified in Section 66.0703(7), Wis. Stats., stating the nature of the proposed improvements, the general boundary lines of the proposed assessment district (including a small map thereof), the time and place at which the report may be inspected, and the time and place of the public hearing on the matters contained in the Preliminary Resolution and the report. The Clerk is also directed to mail a copy of the Notice at least ten (10) before the hearing to every interested party whose address is known or can be ascertained with reasonable diligence. The hearing shall commence not less than ten (10) nor more than forty (40) days after publication.

8. The hearing shall be held in the Council Chambers at Onalaska City Hall, 415 Main Street, Onalaska, Wisconsin, at a time set by the Clerk in accordance with Section 66.0703, Stats.

Dated this 8th day of January, 2019.



CITY OF ONALASKA

BY: 
Joe Chilsen, Mayor

BY: 
Caroline Burmaster, City Clerk

PASSED: 1/8/19
APPROVED: 1/8/19
PUBLISHED: 1/18/19

Preliminary Assessments for Troy Street Sidewalk

1/25/2019

Assessments for the construction of concrete sidewalk on Troy Street (4th Ave N - 2nd Ave N).

	Owner	Description	Number of Units	Unit Description	Cost Per Unit	SUBTOTAL	TOTAL COST TO PROPERTY
1	JOSEPH W JR MAIER 320 TROY ST Tax Parcel #18-1243-0 Mailing Address: 320 TROY ST ONALASKA WI 54650	4" Sidewalk	749.5	Square Feet	\$6.25	\$4,684.38	
						TOTAL =	\$4,684.38
2	ALAN P DUTTON 308 & 310 TROY ST Tax Parcel #18-1252-0 Mailing Address: 323 GREEN COULEE RD ONALASKA WI 54650	4" Sidewalk	375.0	Square Feet	\$6.25	\$2,343.75	
						TOTAL =	\$2,343.75
3	ALAN P DUTTON 950 & 952 PARK Ave Tax Parcel #18-1253-0 Mailing Address: 323 GREEN COULEE RD ONALASKA WI 54650	4" Sidewalk	375.0	Square Feet	\$6.25	\$2,343.75	
						TOTAL =	\$2,343.75
4	LACROSSE COUNTY HOUSING AUTHORITY 941 & 943 PARK AVE W Tax Parcel #18-1261-1 Mailing Address: 615 PLAINVIEW RD LA CROSSE WI 54603-1176	4" Sidewalk	778.0	Square Feet	\$6.25	\$4,862.50	
						TOTAL =	\$4,862.50
5	KIRK F FRANCK 953 PARK AVE W Tax Parcel #18-1262-0 Mailing Address: 953 PARK AVE W ONALASKA WI 54650	4" Sidewalk	385.0	Square Feet	\$6.25	\$2,406.25	
						TOTAL =	\$2,406.25

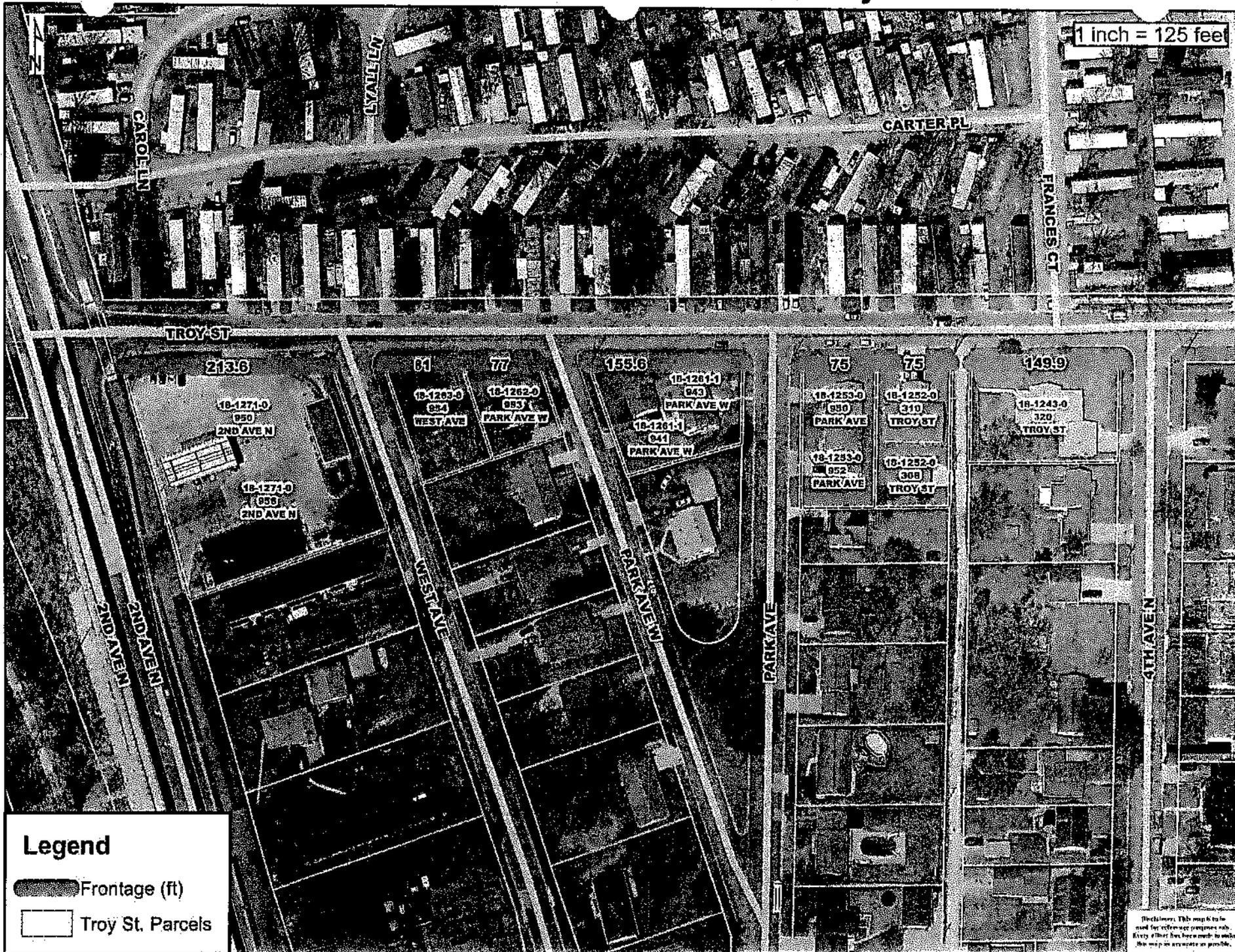
Preliminary Assessments for Troy Street Sidewalk

1/25/2019

Assessments for the construction of concrete sidewalk on Troy Street (4th Ave N - 2nd Ave N).

	Owner	Description	Number of Units	Unit Description	Cost Per Unit	SUBTOTAL	TOTAL COST TO PROPERTY
6	JENNIFER L KRANZ 954 WEST AVE Tax Parcel #18-1263-0 Mailing Address: 954 WEST AVE ONALASKA WI 54650	4" Sidewalk	405.0	Square Feet	\$6.25	\$2,531.25	
						TOTAL =	\$2,531.25
7	KT REAL ESTATE HOLDINGS 950 & 956 2ND AVE N Tax Parcel #18-1271-0 Mailing Address: PO BOX 2107 LA CROSSE WI 54602	4" Sidewalk	1068.0	Square Feet	\$6.25	\$6,675.00	
						TOTAL =	\$6,675.00

Overview: 2019 Troy St Sidewalk Project



PLEASE PUBLISH: Onalaska Community Life – Friday, January 18, 2019.

NOTICE TO PROPERTY OWNERS

CITY OF ONALASKA

PUBLIC HEARING ON SPECIAL ASSESSMENTS

PLEASE TAKE NOTICE, that the Common Council of the City of Onalaska has declared its intention to exercise its police power under Section 66.0703, Wisconsin Statutes, to levy special assessments upon property within the City limits of Onalaska and following districts for benefits conferred upon such property by the improvements. All property fronting upon both sides of the following streets unless otherwise indicated:

Concrete Sidewalk and Concrete Apron

All property fronting upon the south side of
Troy Street
Between State Highway 35 and 4th Avenue North

The report of the City Engineer showing proposed plans and specifications is on file at City Hall and may be inspected in the City Engineer's Office on any business day between the hours of 8:00 AM – 12:00 PM and 1:00 PM – 5:00 PM.

You are further notified that the Board of Public Works will hear all persons interested, their agents, or attorneys, concerning matters contained in the Preliminary Resolution authorizing such assessment and the report of the City Engineer at 6:30 PM on the 5th day of February, 2019 for above said areas, located in the Council Chambers, Onalaska City Hall, 415 Main Street, Onalaska, Wisconsin. All objections will be considered at said hearing and thereafter the amount of the assessments will be finally determined.

Dated this 9th day of January 2019



CITY OF ONALASKA

415 MAIN STREET
ONALASKA, WISCONSIN 54650-2953

Engineering/Public Works Dept.
PHONE: (608) 781-9537
FAX: (608) 781-9506

January 10, 2019

ALAN DUTTON
323 GREEN COULEE RD
ONALASKA WI 54650

Re: Preliminary Resolution Regarding Assessments for Concrete Sidewalk & Concrete Apron Installation

Dear Resident/Property Owner:

The Board of Public Works, City of Onalaska, wishes to advise you of its intention to levy special assessments upon your property for the improvement benefits of installation of concrete sidewalk and concrete apron abutting your property. Attached to this letter is the Preliminary Resolution for this assessment, a map showing the location of the proposed concrete sidewalk and concrete apron installation, and the Preliminary Assessment Costs for each property owner.

The Final Resolution for these Special Assessments, for this proposed concrete sidewalk and concrete apron installation, will be on the agendas for the City of Onalaska's February Board of Public Works Committee (February 5, 2019 Public Hearing at 6:30 PM) and the Common Council Meeting (February 12, 2019 at 7:00 PM). You are encouraged to attend these meetings to give your public input on these proposed Special Assessments.

City Staff will be available to answer questions regarding the proposed Assessments during normal City Hall hours and from 6:00 PM – 6:30 PM February 5, 2019, prior to the Public Hearing at the Board of Public Works meeting.

If you have any please feel free to contact me by e-mail: jholter@onalaskawi.gov or by calling 608-781-9537.

Sincerely,

C. Jarrod Holter
City Engineer/Director of Public Works

Encl.

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#5

Project/Item Name:

Abbey Road Project

Location:

Abbey Road

Requested Action:

Public hearing on curb & gutter
assessments

Staff Report/Description:

Residents have been notified of the intent of the City of Onalaska to levy special assessments for the installation of curb & gutter, sanitary sewer, water, concrete apron, concrete sidewalk along Abbey Road. A public hearing will be held concerning the special assessments at the meeting. This item will then be acted upon under agenda item #7 regarding Final Resolution 8-2019.

Attachments:

Preliminary Resolution 2-2019, assessment maps and assessment sheets

RESOLUTION 2 – 2019

PRELIMINARY RESOLUTION REGARDING ASSESSMENTS FOR
SANITARY SEWER, WATER, CURB AND GUTTER, CONCRETE SIDEWALK AND
CONCRETE APRON FOR
ABBEY ROAD PROJECT ALONG ABBEY ROAD

BETWEEN COMMERCE ROAD (NORTHERLY JUNCTION) AND
2,000 FEET NORTHWEST OF EAST AVENUE

RESOLVED, by the Common Council of the City of Onalaska, Wisconsin:

1. The Common Council hereby declares its intention to exercise its police power under Section 66.0703, Wis. Stats., to levy special assessments upon property in the assessment district hereinafter described for benefits conferred upon such property by reason of the following public works and improvements: sanitary sewer main.

2. The property to be assessed lies within the following described assessment district:

Assessment District

SANITARY SEWER AND SANITARY SEWER LATERAL

- Easterly and Westerly sides of Abbey Road from Commerce Drive (Northerly junction) to 2,000 feet Northwest of East Avenue

WATER AND WATER LATERAL

- Easterly and Westerly sides of Abbey Road from Commerce Drive (Northerly junction) to 2,000 feet Northwest of East Avenue

CURB AND GUTTER

- Easterly and Westerly sides of Abbey Road from Commerce Drive (Northerly junction) to 2,000 feet Northwest of East Avenue

SIDEWALK & CONCRETE APRON

- Easterly side of Abbey Road from Commerce Drive (Northerly junction) to 2,000 feet Northwest of East Avenue

3. The Common Council determines that such improvements shall be made under police power and the amount assessed shall be based on the following:

SANITARY SEWER MAIN

Assessments will be determined by the actual cost of installation (including street costs but less pipe costs for over eight inches in diameter and less cost for installation over fifteen feet in depth) of sanitary sewer main, concrete manhole and manhole connection, on a per lineal foot of frontage basis and with seven and one-half percent (7 ½%) as a reasonable charge for the services of the administrative staff of the City.

SANITARY SEWER LATERALS

Assessments will be determined by the actual cost of sanitary sewer lateral installation on a per each parcel basis with seven and one-half percent (7 ½%) as a reasonable charge for the services of the administrative staff of the City.

WATER

Assessments will be determined by the actual cost of installation (including street costs but less pipe costs for over six inches in diameter) of water main, valves, fittings, fire hydrants and miscellaneous appurtenances on a per lineal foot of frontage basis and with seven and one-half percent (7 ½%) as a reasonable charge for the services of the administrative staff of the City.

WATER LATERALS

Assessments will be determined by the actual cost of water lateral installation on a per each parcel basis with seven and one-half percent (7 ½%) as a reasonable charge for the services of the administrative staff of the City.

CONCRETE CURB & GUTTER

Assessments will be determined by the actual cost of installation of concrete curb and gutter for fronting property on a lineal foot basis with seven and one-half percent (7 ½%) as a reasonable charge for the services administered by the City. Lots or parcels with unusual shapes or multiple frontages may be given special consideration by the Board of Public Works.

SIDEWALK & CONCRETE APRON

Assessments will be determined by the actual cost of installation of concrete sidewalk and concrete apron for fronting property on a square foot basis with seven and one-half percent (7 ½%) as a reasonable charge for the services administered by the City.

4. The Common Council determines that the improvements constitute an exercise of the police power for the health, safety and general welfare of the City and its inhabitants.

5. Once the amount of the special assessment for the improvements have been determined as to each parcel of real estate, a statement of all assessments will be placed on file with the City Clerk. The City proposes to collect the special assessment in equal installments equivalent to the length of time that the bond issue is issued for these said projects, as provided for by Section 66.0715 of the Wis. Stats. Interest shall be charged on said installments at the rates determined by the Common Council, uniform with other City special assessments, at one percent (1%) over what the City borrows the money for. All assessments will be collected in installments as provided above except assessments on property where the owner files with the City Clerk within thirty (30) days from receipt of the statement a written notice that the owner elects to pay the special assessment on the owner's property, describing the property, to the City Treasurer on or before the following November 1, unless the election is revoked. If after making the election, the property owner fails to make the payment to the City Treasurer, the City Clerk shall place the entire assessment on the

following tax roll. The City Clerk shall publish a Class 1 Notice, under Ch. 985, Wis. Stats., pursuant to Section 66.0715, Wis. Stats.

6. The City Engineer is directed to prepare a report consisting of:
 - a. Preliminary plans and specifications for said improvements.
 - b. An estimate of the entire cost of the proposed improvements.
 - c. A statement that the property against which the assessments are proposed is benefited and a schedule of the proposed assessments.

Upon completing such report, the City Engineer is directed to file a copy thereof in the City Clerk's office for public inspection.

7. Upon receiving the report of the City Engineer, the Clerk is directed to give a Class 1 Notice of a Public Hearing before the Board of Public Works on such report as specified in Section 66.0703(7), Wis. Stats., stating the nature of the proposed improvements, the general boundary lines of the proposed assessment district (including a small map thereof), the time and place at which the report may be inspected, and the time and place of the public hearing on the matters contained in the Preliminary Resolution and the report. The Clerk is also directed to mail a copy of the Notice at least ten (10) before the hearing to every interested party whose address is known or can be ascertained with reasonable diligence. The hearing shall commence not less than ten (10) nor more than forty (40) days after publication.

8. The hearing shall be held in the Council Chambers at Onalaska City Hall, 415 Main Street, Onalaska, Wisconsin, at a time set by the Clerk in accordance with Section 66.0703, Wis. Stats.

Dated this 8th day of, 2019.



CITY OF ONALASKA

BY: *Joe Chilsen*
Joe Chilsen, Mayor

BY: *Caroline Burmaster*
Caroline Burmaster, City Clerk

PASSED: 1/8/19
APPROVED: 1/8/19
PUBLISHED: 1/18/19

Preliminary Assessments for Abbey Road Reconstruction Project (City Properties Only)
 Assessments for the construction of curb and gutter, water main and services, sanitary sewer main and laterals.

1/10/2019

Owner	Description	Number of Units	Unit Description	Cost Per Unit	SUBTOTAL	TOTAL COST TO PROPERTY
1 KT REAL ESTATE HOLDINGS 2800 ABBEY RD Tax Parcel #18-6423-0 Mailing Address: PO BOX 2107 LA CROSSE WI 54602	30" Curb & gutter	280.2	Lineal Feet	\$10.75	\$3,012.15	
	Water Main	280.2	Lineal Feet	\$44.89	\$12,578.18	
	Water Service (4")	1.0	Each	\$2,500.00	\$2,500.00	
	Sanitary Sewer	280.2	Lineal Feet	\$37.94	\$10,630.79	
	Sanitary Sewer Lateral (6")	1.0	Each	\$2,000.00	\$2,000.00	
					TOTAL =	\$30,721.12
2 TERRY J WEILAND 2201 ABBEY RD Tax Parcel #18-4511-301 Mailing Address: 600 L HAUSER RD ONALASKA WI 54650	30" Curb & gutter	90.0	Lineal Feet	\$10.67	\$960.30	
	Water Main	0.0	Lineal Feet	\$44.89	\$0.00	
	Water Service (1")	0.0	Each	\$1,400.00	\$0.00	
	Sanitary Sewer	0.0	Lineal Feet	\$37.94	\$0.00	
	Sanitary Sewer Lateral	0.0	Each	\$1,200.00	\$0.00	
					TOTAL =	\$960.30
3 ABBHEY ROAD ESTATES LLC 2200-2230 ABBEY RD Tax Parcel #18-4511-310 Mailing Address: 1122 HUNTINGTON ST HOLMEN WI 54636	30" Curb & gutter	73.0	Lineal Feet	\$10.67	\$778.91	
	Water Main	0.0	Lineal Feet	\$44.89	\$0.00	
	Water Service (1")	0.0	Each	\$1,400.00	\$0.00	
	Sanitary Sewer	0.0	Lineal Feet	\$37.94	\$0.00	
	Sanitary Sewer Lateral	0.0	Each	\$1,200.00	\$0.00	
					TOTAL =	\$778.91

Preliminary Assessments for Abbey Road Reconstruction Project (City Properties Only)

1/25/2019

Assessments for the construction of concrete sidewalk (4" and 6") on eastern side of Abbey Road.

	Owner	Description	Number of Units	Unit Description	Cost Per Unit	SUBTOTAL	TOTAL COST TO PROPERTY
1	KT REAL ESTATE HOLDINGS 2800 ABBEY RD Tax Parcel #18-6423-0 Mailing Address: PO BOX 2107 LA CROSSE WI 54602	6" Sidewalk	1041.0	Square Feet	\$8.00	\$8,328.00	
		Concrete Apron	1200.0	Square Feet	\$6.50	\$7,800.00	
		TOTAL =					
2	ABBEY ROAD ESTATES LLC 2200-2230 ABBEY RD Tax Parcel #18-4511-310 Mailing Address: 1122 HUNTINGTON ST HOLMEN WI 54636 (Note: Existing Concrete Driveway)	4" Sidewalk	365.0	Square Feet	\$6.25	\$2,281.25	
		Concrete Apron	0.0	Square Feet	\$6.50	\$0.00	
		TOTAL =					



CITY OF ONALASKA

415 MAIN STREET
ONALASKA, WISCONSIN 54650-2953

Engineering/Public Works Dept.
PHONE: (608) 781-9537
FAX: (608) 781-9506

January 11, 2019

KT REAL ESTATE HOLDINGS
PO BOX 2107
LA CROSSE WI 54602

Re: Preliminary Resolution Regarding Assessments for Sanitary Sewer and Sanitary Sewer Lateral, Water and Water Lateral, Curb and Gutter, and Sidewalk and Concrete Apron Installation

Dear Resident/Property Owner:

The Board of Public Works, City of Onalaska, wishes to advise you of its intention to levy special assessments upon your property for the improvement benefits of installation of sanitary sewer and sanitary sewer lateral, water and water lateral, curb and gutter, and sidewalk and concrete apron abutting your property. Attached to this letter is the Preliminary Resolution for this assessment, a map showing the location of the proposed sanitary sewer and sanitary sewer lateral, water and water lateral, curb and gutter, and sidewalk and concrete apron installation, and the Preliminary Assessment Costs for each property owner.

The Final Resolution for these Special Assessments, for this proposed Sanitary Sewer and Sanitary Sewer Lateral, Water and Water Lateral, Curb and Gutter, and Sidewalk and Concrete Apron installation, will be on the agendas for the City of Onalaska's February Board of Public Works Committee (February 5, 2019 Public Hearing at 6:30 PM) and the Common Council Meeting (February 12, 2019 at 7:00 PM). You are encouraged to attend these meetings to give your public input on these proposed Special Assessments.

City Staff will be available to answer questions regarding the proposed Assessments during normal City Hall hours and from 6:00 PM – 6:30 PM February 5, 2019, prior to the Public Hearing at the Board of Public Works meeting.

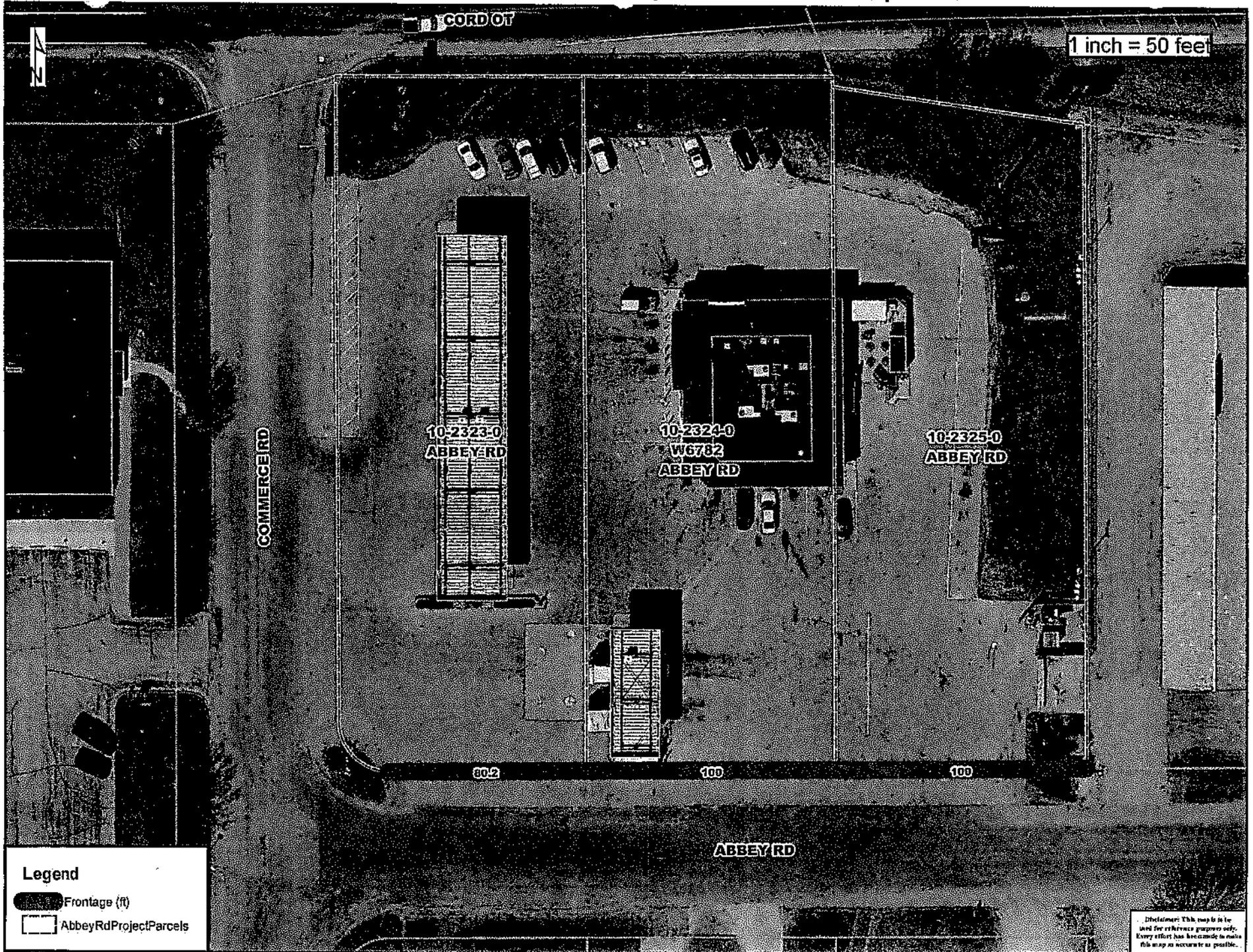
If you have any please feel free to contact me by e-mail: jholter@onalaskawi.gov or by calling 608-781-9537.

Sincerely,

C. Jarrod Holter
City Engineer/Director of Public Works

Encl.

Abbey Rd Project: Sidewalk | Curb & Gutter | Utilities



1 inch = 50 feet

CORDOT

COMMERCE RD

10-2323-0
ABB EY RD

10-2324-0
W6782
ABB EY RD

10-2325-0
ABB EY RD

80.2

100

100

ABB EY RD

Legend

-  Frontage (ft)
-  AbbeyRdProjectParcels

Disclaimer: This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#6

Project/Item Name:

2019 Utility Project

Location:

Troy Street

Requested Action:

Action on Final Resolution 9-2019

Staff Report/Description:

Final Resolution 9-2019 if passed would move forward the installation of sidewalk along Troy Street. City staff is recommending the installation of the sidewalk as a pedestrian connection between STH 35 trail and internal City sidewalk system.

Attachments:

Final Resolution 9-2019

RESOLUTION 9 – 2019

FINAL RESOLUTION REGARDING ASSESSMENTS FOR CONCRETE SIDEWALK ALONG TROY STREET IN THE CITY OF ONALASKA

WHEREAS, the Board of Public Works of the City of Onalaska, Wisconsin held a Public hearing at City Hall in the City of Onalaska at 6:30 PM on the 5th day of February, 2019 for the purpose of hearing all interested persons concerning the Preliminary Resolution and Report of the City Engineer on the proposed improvement listed below and preliminary assessments against benefitted properties and heard all persons who desired to speak at the hearing with respect to the following improvements (collectively, the “Public improvements”):

Concrete Sidewalk Along the South side of Troy Street between State Highway 35 and 4th Avenue North

AND WHEREAS, the Board of Public Works has heard all persons desiring audience at such hearing.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Onalaska as follows:

- 1) That the Report of the City Engineer and the Board of Public Works pertaining to the construction of the Public Improvements (the “Project”), including plans, specifications and proposed assessments set forth therein, as modified, is hereby adopted and approved.
- 2) That the Board of Public Works is directed to advertise for bids and to supervise the construction of the Public Improvement in accordance with the report hereby adopted.
- 3) That payment for Public Improvements be made by assessing the cost of the Project to the property benefited as indicated in said report pursuant to a lineal foot basis with seven and one-half percent (7.5%) as a reasonable charge for the services of the administrative staff of the City.
- 4) That benefits and damages shown on the Report as modified represent an exercise of the police power, are true and correct, and have been determined on a reasonable basis and are hereby confirmed.
- 5) That the assessments for all projects included in said Report are hereby combined as a single assessment, but any interested property owner shall be entitled to object to each assessment separately or all assessments jointly for any purpose.
- 6) Assessments shall be due within 45 days of billing date. Assessments may be paid in cash or in equal installments, equivalent to the length of time of any bond issue that is issued for this Project, together with interest at the rate determined by the Common Council, uniform with

other City special assessments, normally one percent (1%) over what the City borrows the money for.

7) The City Clerk is directed to publish this Final Resolution as a Class 1 Notice under Chapter 985, in the Coulee Courier and to mail a copy of this Resolution and a statement of the final assessment against each benefitted property owner; together with a notice of the installment payment privilege, to every property owner whose name appears on the assessment roll, whose post office address is known or can be ascertained with reasonable diligence.

Dated this day of February, 2019.

CITY OF ONALASKA

By: _____
Name: Joe Chilsen
Title: Mayor

By: _____
Name: Caroline Burmaster
Title: City Clerk

PASSED:
APPROVED:
PUBLISHED:

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#7

Project/Item Name:

Abbey Road Project

Location:

Abbey Road Street

Requested Action:

Action on Final Resolution 8-2019

Staff Report/Description:

Final Resolution 8-2019 if passed would move forward the installation of curb & gutter, concrete sidewalk, concrete apron, sanitary sewer, and water along Abbey Road. City staff is recommending the installation of the infrastructure to service the Abbey Road area.

Attachments:

Final Resolution 8-2019

RESOLUTION 8 – 2019

FINAL RESOLUTION REGARDING ASSESSMENTS FOR CURB & GUTTER, SANITARY SEWER, WATER, CONCRETE SIDEWALK, CONCRETE APRON IMPROVEMENTS ALONG ABBEY ROAD IN THE CITY OF ONALASKA

WHEREAS, the Board of Public Works of the City of Onalaska, Wisconsin held a Public hearing at City Hall in the City of Onalaska at 6:30 PM on the 5th day of February, 2019 for the purpose of hearing all interested persons concerning the Preliminary Resolution and Report of the City Engineer on the proposed improvement listed below and preliminary assessments against benefitted properties and heard all persons who desired to speak at the hearing with respect to the following improvements (collectively, the “Public improvements”):

Curb & Gutter, Sanitary Sewer, Water, Concrete Sidewalk, Concrete Apron Improvements
Along Abbey Road between Commerce Road (Northerly Junction) and 2,000 feet Northwest of
East Avenue

AND WHEREAS, the Board of Public Works has heard all persons desiring audience at such hearing.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Onalaska as follows:

- 1) That the Report of the City Engineer and the Board of Public Works pertaining to the construction of the Public Improvements (the “Project”), including plans, specifications and proposed assessments set forth therein, as modified, is hereby adopted and approved.
- 2) That the Board of Public Works is directed to advertise for bids and to supervise the construction of the Public Improvement in accordance with the report hereby adopted.
- 3) That payment for Public Improvements be made by assessing the cost of the Project to the property benefitted as indicated in said report pursuant to a lineal foot basis with seven and one-half percent (7.5%) as a reasonable charge for the services of the administrative staff of the City.
- 4) That benefits and damages shown on the Report as modified represent an exercise of the police power, are true and correct, and have been determined on a reasonable basis and are hereby confirmed.
- 5) That the assessments for all projects included in said Report are hereby combined as a single assessment, but any interested property owner shall be entitled to object to each assessment separately or all assessments jointly for any purpose.
- 6) Assessments shall be due within 45 days of billing date. Assessments may be paid in cash or in equal installments, equivalent to the length of time of any bond issue that is issued for

this Project, together with interest at the rate determined by the Common Council, uniform with other City special assessments, normally one percent (1%) over what the City borrows the money for.

7) The City Clerk is directed to publish this Final Resolution as a Class 1 Notice under Chapter 985, in the Coulee Courier and to mail a copy of this Resolution and a statement of the final assessment against each benefitted property owner; together with a notice of the installment payment privilege, to every property owner whose name appears on the assessment roll, whose post office address is known or can be ascertained with reasonable diligence.

Dated this day of February, 2019.

CITY OF ONALASKA

By: _____
Name: Joe Chilsen
Title: Mayor

By: _____
Name: Caroline Burmaster
Title: City Clerk

PASSED:
APPROVED:
PUBLISHED:

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#8

Project/Item Name:

Parking restrictions along Irvin Street

Location:

Irvin Street between 4th Ave. So. & 5th Ave.
So.

Requested Action:

Discussion regarding parking restrictions

Staff Report/Description:

First Lutheran Church has requested 2 hour parking during school days on the North side of Irvin Street. Currently street is parked with vehicles during the drop off and pick up periods for the Church pre-school and 4K that uses the Irvin Street entrance.

Attachments:

E-mail, Letter & map

Holter, Jarrod

From: Peper, Mike <mike@firstlu.org>
Sent: Friday, December 14, 2018 10:31 AM
To: Holter, Jarrod
Subject: Parking signs

Jarrod, First Lutheran Church 410 Main St. Onalaska is hereby requesting two hour limit parking signs on the north side of Irvin Street between Fourth and Fifth Aves. S. so that the preschool parents can drop off and pickup their kids from our side of the street. Many cars are here at the same time twice a day. With Pertzsch School staff parking in these spaces it is difficult for our families to find parking. Now our families are parking in the church lot and then walking around our building to get to our entrance on the south side. We need this help Monday through Friday during school hours. The Pertzsch staff can park in our parking lot at Main and Fifth Ave.S.

Thank you for your help with this matter.

Mike Peper
Head Custodian



CITY OF ONALASKA

415 MAIN STREET
ONALASKA, WISCONSIN 54650-2953
www.cityofonalaska.com

Engineering/Public Works Dept.
PHONE: (608) 781-9537
FAX: (608) 781-9506

January 14, 2019

Dear Resident/Property Owner:

This notice is to inform you that the City of Onalaska Board of Public Works is considering a proposal to place "2-Hour Parking" from 7:30 AM to 4:30 PM on School Days on the north side of Irvin Street from 4th Avenue South to 5th Avenue South.. Please find attached a map showing the proposed "2-Hour Parking" along Irvin Street.

This issue will be discussed at the next Board of Public Works Meeting, which will be held at the City Hall Council Chambers, 415 Main Street, Onalaska, on Tuesday, February 5, 2019 at 6:30 PM. At this time your concerns, opinions and questions will be heard.

If you are unable to attend the meeting you may address your concerns to:

City of Onalaska,
Attn: C. Jarrod Holter
415 Main Street
Onalaska, WI 54650
jholter@cityofonalaska.com

Sincerely,

C. Jarrod Holter, P.E.
City Engineer/Director of Public Works

Proposed 2 Hour Parking in Front of School
Between 7:30am to 4:30pm

1 inch = 50 feet

Legend

- Proposed 2 Hour Parking
- Parcels



Dept of
Planning & Engineering
GIS Analyst: Caitlin Hoge
Date: 12-26-2018

Disclaimer: This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#9

Project/Item Name:

Urban Forestry Management Plan and
Planting Plan

Location:

Citywide

Requested Action:

Approval of plans

Staff Report/Description:

Bluestem Forestry has completed the City Urban Forestry Management Plan and Planting Plan. Plans outline future actions to be taken to maintain and enhance the City's urban forest and boulevard trees.

Attachments:

Urban Forestry Management Plan and
Planting Plan

City of Onalaska Urban Forestry Plan & Tree Inventory Analysis



Prepared by:

December 20, 2018

Bluestem Forestry Consulting, Inc.
Kelli Tuttle, President
49910 South Loop Road
Drummond, WI 54832
(715)739-6831

This document was funded in part by an urban forestry grant from the
State of Wisconsin Department of Natural Resources Forestry program as authorized under s.23.097 Wis. Stat.

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EXECUTIVE SUMMARY

The urban forest of Onalaska provides a multitude of aesthetic, economical, and environmental benefits to citizens, businesses, and visitors alike. Beyond shade and beauty, trees also have practical benefits; provide public services and monetary value. Unlike other public infrastructure components, properly planted and maintained trees increase in value over time.

To help ascertain the state of Onalaska's urban forest, Bluestem Forestry Consulting Inc. updated Onalaska's public tree inventory over the course of three years. The inventory update was completed in 2017. This document reports the findings of the inventory update and makes specific, prioritized recommendations for managing the urban forest resource beginning in 2019. This plan also establishes a routine schedule of maintenance activities beginning in 2020 based upon inventory findings, current staffing, budgets, planting site information and tree circumstances. The specific trees and actions to complete per year corresponding to Attachment 1 have been provided to the City in a separate tree inventory database. A planting plan has been provided as a separate document, but much of that information has been incorporated into this management plan.

Important points of the inventory and current tree management program include:

- *A total of 6,522 trees, 1,941 planting sites and 25 stumps were inventoried. 4,607 of these are street trees and 1,915 are park trees.*
- *The City has spent a great deal of time and funds to remove and replant ash in the past three years. The ash that remain are either being treated for Emerald Ash Borer by homeowners or are especially important. Only 173 (2.6%) trees are green, black or white ash and are susceptible to Emerald Ash Borer. An inventory completed in 2013 indicated just over 1,800 ash trees. Onalaska has been very successful at reducing its ash population and replanting them with many diverse species.*
- *There are 226 trees recommended for removal for safety reasons. This is 3.4% of total maintenance needs. The average diameter of these removals is 13.8". A typical first-time inventory averages removals between 3-10%. Onalaska has a low removal rate, primarily due to the young age of its tree population.*
- *One hundred and fifty trees should be pruned for safety reasons or for cleaning/dead branches (2.3% of total inventoried population). A typical inventory averages 3-7% safety prune.*
- *Ideally, the forest should be comprised of not more than 5% of any one species and 10% of any one genus. Four genus' are over-represented in Onalaska's public tree population. These are (in order of population size): maple, hackberry, honeylocust and pine.*
- *Staff time needs to be dedicated to forestry duties. This plan recommends approximately 200 work days per year need to be devoted to forestry activities to maintain the urban forest properly and healthily.*
- *The average diameter of trees in Onalaska is 11.5" at breast height (approximately 4.5 feet above ground). 86.8% of the public tree population is less than 17" in diameter. This is a young forest and will require extensive maintenance as they continue to age and grow.*

STATEMENT OF PURPOSE AND SCOPE

The purpose of having an urban forest management plan is to ensure that the citizens of Onalaska will enjoy the benefits of trees through proper arboricultural techniques and management practices.

The development of a long-range urban forestry maintenance and management plan based on current research and inventory results will provide the foundation for an ongoing program that will result in a healthier and safer community. In particular, a management program can be used to monitor trees for safety risks on a continual basis, will help reduce storm damage, allow work to be executed more efficiently, and establish and prioritize annual budgets.

This plan focuses on existing conditions that require immediate attention, while developing a routine forestry program that will help protect and preserve the City-managed trees in a cost-effective and efficient manner.

The City Planner, Director of Public Works, Board of Public Works and Common Council will be responsible for implementing this program, inventory updating and seeing that program provisions are carried out. They are also charged with a plan revision at the end of this five year plan duration.

TREE INVENTORY

The first and most important step in managing a community's urban forest resource is to conduct a tree inventory. A tree inventory is the process of counting, characterizing, and recording information about the public trees that make up the publicly owned urban forest. It is a useful tool that documents important information related to the trees.

Documentation is useful for identifying trees a community is responsible for maintaining. This information can then be used to identify areas of susceptibility (i.e. high ash component), low diversity (species and/or age), and future planting opportunities. The information can also be used to document a risk assessment program where trees prone to failure are identified and can be preemptively managed. Additionally, in the case of an accident, being able to produce a risk assessment and work history log indicates the community's active role in maintaining safe trees. The ultimate goal of an inventory is to provide information essential for developing a community urban forest management plan that provides direction for urban forestry initiatives.

Bluestem Forestry Consulting Inc. completed a public tree inventory update over the course of three years beginning in 2016 and completed in 2018. Wooded, high density park areas and unmaintained street right-of-way areas were not inventoried. This inventory update was completed largely due to Onalaska's vigorous ash removal and tree replanting program. An inventory completed in 2013 tallied approximately 1,800 ash trees in parks and along street rights-of-way. Due to the fact that the average size/diameter of the ash trees were small (less than 9") and treatment for EAB is required for the lifetime of the tree, Onalaska made the decision to remove and replant the majority of their ash population. At present, only 173 ash remain in the population.

The following data was updated: GPS coordinates, address, street/park name, side street, species, condition, diameter, prioritized maintenance needs, overhead electric utility, defects, condition percentage, date and miscellaneous comments. A definition of inventory terminology including condition ratings and maintenance recommendations can be found in the following sections.

Species Composition and Diversity

Eighty-eight different species were identified within Onalaska urban forest. This is an excellent number of species. However, four genera are over-represented. Ideally, the forest should be comprised of not more than 5% of any one species and 10% of any one genus. For illustration, maple is considered a genus and includes each different species of maple. Each type of maple such as sugar maple is considered a species. Limited species distribution could result in a population crash if an insect or disease were to attack any one particular species.

The most common trees growing in Onalaska are:

TOP EIGHT SPECIES SUMMARY TABLE		
Species and/or Cultivar	Count	Percentage of Total Population
Norway Maple	919	14.0%
Hackberry	421	6.4%
Autumn Blaze Maple	410	6.2%
Honeylocust	398	6.1%
Red Pine	334	5.1%
American Linden	306	4.7%
Silver Maple	259	3.9%
Other (81 other species represented)	3516	53.6%

Genus and species that are over the 10% genus and 5% species recommendations are:

SPECIES/GENUS OVER RECOMMENDED LIMITS		
5% of any one species, 10% of any one family		
Species/Family	Count	Percentage of Total Population
Maple Genus (Acer)	2142	32.60%
Norway Maple	919	14.00%
Autumn Blaze Maple	410	6.20%
Hackberry (Celtis occidentalis)	421	6.20%
Honeylocust (Geleditsia triacanthos)	398	6.10%
Pine (Pinus)	464	7.10%
Red Pine	334	5.10%

Size Distribution

To optimize the value and benefit of the urban forest, an uneven-aged population is desired to allow allocation of annual maintenance costs uniformly over many years and to assure continuity in the overall tree canopy. A desirable distribution

in a community's forest is to have a high proportion of young trees to offset establishment and age related mortality, as the percentage of older trees declines with age. This "ideal", uneven distribution suggests the largest fraction of trees (40% of the total) should be young, with diameters less than 8" in DBH, while only 10% should be in the large diameter classes (>25" DBH).

As the table below illustrates, Onalaska' size distribution is weighted heavily towards a younger/smaller population. This is due to the large number of tree plantings in the last several years as well as Onalaska's rapid growth over the last two decades. This type of population is not uncommon in expanding communities. Larger trees in Onalaska can be found throughout the City, but many of them can be found in in parks. The average diameter of trees in Onalaska is 11.5". Maintenance on older/larger trees is more time consuming than small trees and as a result, Onalaska can expect time dedicated to pruning trees to increase over time. On average, a 25" diameter tree may take an experienced crew up to 2-3 hours to properly prune and it will require large equipment such as a bucket truck and multiple crew members. It is critical to recognize that Onalaska has the proper equipment and staffing levels to complete most prunes and removals in-house. Fortunately, most pruning and removals can be completed during February, March and April when other public works projects are slow. There are many small diameter trees that will require training prunes. There are 2,313 trees that need training pruning for structure. Pruning small diameter trees is one of the most beneficial maintenance activities for trees and can often be done without large equipment. Onalaska has an outstanding opportunity to care for its trees while they are young, saving time and money now and long into the future. The City plans to begin planting trees and they will also greatly benefit from pruning while young. The chart below illustrates the current tree size distribution in Onalaska:

<u>Existing</u>	<u>dbh*</u>	<u>Ideal**</u>
58.2%	0-8"	40.0%
28.6%	9-16"	30.0%
9.3%	17-24"	20.0%
3.9%	25+"	10.0%

* diameter at breast height (+5' above ground)
 ** based on recommendations from 2011 Minnesota Shade Tree Short Course

Condition Distribution

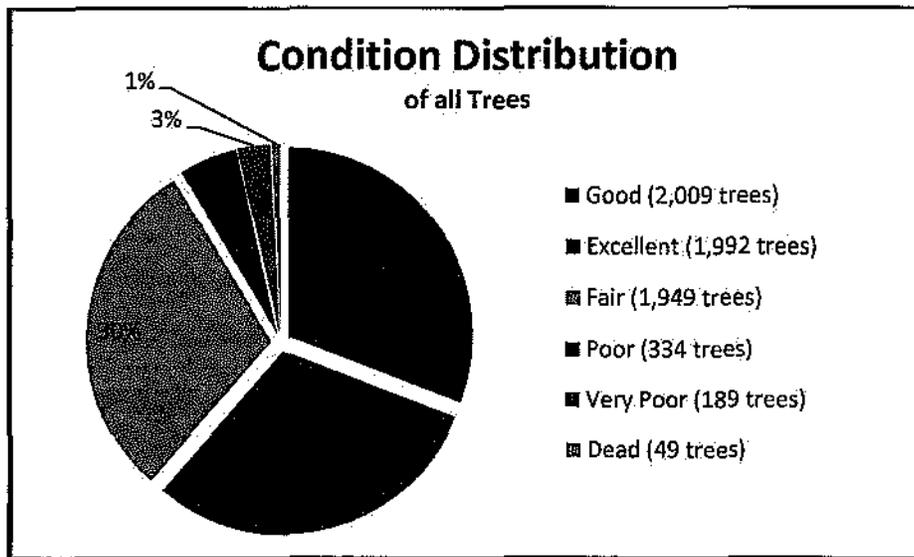
A condition rating helps to assess overall tree health and to evaluate a species structure and performance. For this inventory, Bluestem Forestry Consulting Inc. used criteria adapted from the International Society of Arboriculture Valuation of Landscape Trees, Shrubs and Other Plants: A Guide to the Methods and Procedures for Appraising Amenity Plants (Ninth Edition) as the basis for the field condition rating.

At least seven factors were examined and rated to determine the condition of a tree. These factors are crown development, trunk, major branch structure, twig growth rate, foliage health, insects/diseases and roots. General descriptions of the criteria used to categorize each condition are in the following table.

Rating	Description
Excellent	A tree in excellent condition has no visible defects and appears to be in perfect health. The tree will exhibit all of the characteristics typical of its species. An excellent tree can be expected to live well into the future.
Good	A tree in good condition has a sound trunk and a full canopy and has only minor mechanical injuries such as minor trunk scarring that will eventually heal. The tree will exhibit most of the characteristics associated with its species and can be expected to live for many years.
Fair	A tree in fair condition will be exhibiting minor to moderate defects. Some situations that would warrant a fair rating include: a thinning canopy, twigs growth may only be 1/2 the expected rate, significant mechanical injury such as scarring on the trunk, insects or disease may be present but are controllable and the crown may be lacking the natural or desired symmetry characteristic to the species. If given routine maintenance such as pruning and mulching a tree that is graded fair will contribute to the forest for many years.
Poor	A poor tree will be expressing low vigor and significant decline as evidenced by branch dieback, abnormal leaf size, early fall coloration, trunk decay due to injury or canker or the production of new branches on the main stem. A tree in poor condition will most likely require removal, but may be improved with priority pruning.
Very Poor	A tree in very poor condition is on the verge of dying. Dieback will be severe or it may be lacking a full crown. Trunk/crown cavities or decay, severe cracks and seams or severe root problems may also be present. Removal for safety will be required.
Dead	A tree in dead condition is simply a dead standing tree. These will most likely occur in wooded or unmaintained areas, but may also occur with smaller new plantings that have failed. These trees will require removal.

The tree inventory results show that the majority of City trees (61.3%) are in good or excellent condition and another 30.0% are in fair condition. Dead trees only make up 0.8%. Poor and very poor trees make up 5.1% and 2.8% of the trees respectively. The goal for Onalaska should be no tree in less than fair condition. The number of trees in poor and very poor condition is primarily due to the failure of over mature trees.

The chart below is a graphic representation of condition distribution:

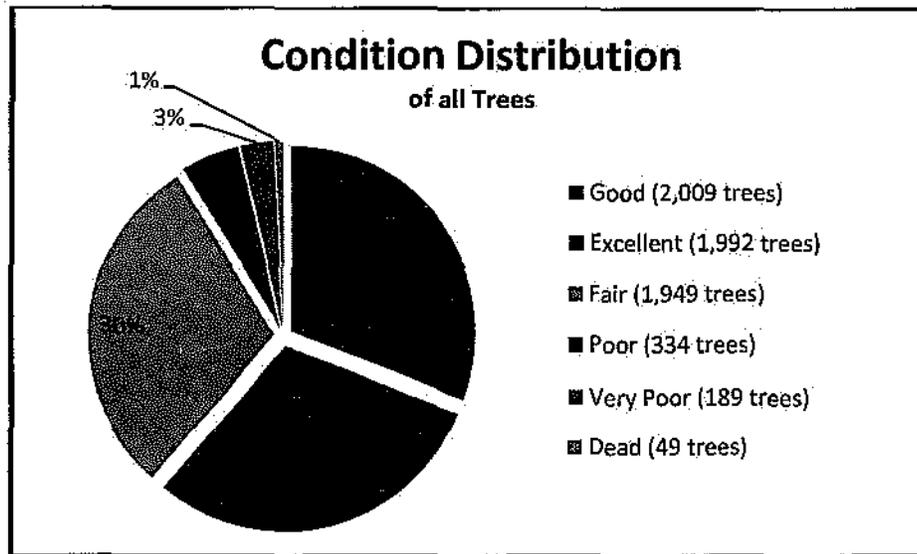


Maintenance Distribution

Each tree inventoried was assigned a maintenance category. Field judgments were made from the ground based on observation and hazard estimation. Criteria were adapted from two sources: A Photographic Guide to the Evaluation of Hazard Trees in Urban Areas (Second Edition) by Nelda Matheny & James Clark and from a Minnesota Department of Natural Resources Publication How to Detect, Assess and Correct Hazard Trees in Recreational Areas. The following are the definitions of the maintenance categories:

Rating	Description
Removal	Trees designated as a removal are either dead or have one or more defects that cannot be remedied. These trees will most likely have a severe trunk defect such as a cavity or extensive decay, have severe cracks associated with weak unions or have a large percentage of crown death and are safety risks. These trees must be removed immediately.
Prune Priority	These trees have severe deadwood, hangers or broken branches that require remediation as soon as possible. Trees with unattached hanging branches or dead attached branches will be listed in this maintenance category. Overall re-evaluation of the tree while pruning may result in removal of the tree if more extensive problems are noted.
Monitor	These trees are experiencing decline or some other defect and need monitoring to be sure that they do not continue to fail and need removal.
Routine Prune	All trees need to be placed on a cycle of trimming to correct structural problems or growth patterns that will eventually affect the tree adversely. Routine pruning will result in a healthier, more vigorous tree and will extend the life of most trees. A routine pruning cycle of once every 5-8 years is ideal.
Training Prune	Training pruning is the structural pruning of all trees 10 years of age or younger. Removing poorly attached co-dominant, crossing and competing limbs while the tree is young, resulting in small cuts and wounds will produce a well-balanced mature crown. This is the most cost-effective form of all maintenance.
Grind Stump	Existing stumps,

The following chart shows the breakdown of trees by maintenance need:



Parks and Cemetery

Twenty parks were inventoried in Onalaska as well as the cemetery. A total of 1,915 trees were inventoried in these areas. This represents 29.4% of the total public tree population. Park/municipal area trees and street trees are combined in the 'Schedule of Activities.' Below is a breakdown of the tree counts per park/municipal area.

Park Name	Count of Trees
City Cemetery	427
Clearwater Neighborhood Park	5
Coachlite Playground	7
Elmwood Hills Playground	32
Glen Fox Neighborhood Park	206
Hilltopper Heights Neighborhood Playground	33
Holiday Heights Neighborhood Park	10
Meier Farm Park & Disc Golf Course	21
Oak Knoll Playground	2
Oakwoods Playground	12
Onalaska Community Park	118
Park Avenue Playground	8
Parkridge Neighborhood Park	71
Pierce Park	31
Robinson Neighborhood Park	28
Rowe Park	514

Sandalwood Neighborhood Park	52
Schalers Oak Park	89
Thomas Farm Playground	4
Van Riper Community Park	218
Wellington Greens Park	27
TOTAL TREE COUNT	1915

OTHER CONCERNS

Marshalling yard/wood utilization. The City of Onalaska takes all of their wood waste to the City yard site and when enough has been stockpiled, they contact a local contractor who then uses it to generate electricity. This is an excellent arrangement at present. If Onalaska would like to discuss other options, contact Sabina Dhungana, WI DNR Forest Products Staff, sabina.dhungana@wisconsin.gov, phone 608-261-0754. The non-profit Wisconsin Urban Wood (WUW) may also be of assistance utilizing dead, risk or ash trees that have been removed. WUW can be reached by contacting Twin Jan-McMahon, director@wisconsinurbanwood.org, phone 608-886-3379.

Community Outreach and Education

It is never too early to begin the education and outreach process. Education and outreach plays a key role in communicating the benefits of the City's urban forest and increasing public awareness, understanding, and support for the City's Urban Forest and Management Plan.

Ongoing communication, education, and outreach with employees, public officials, and citizenry will be the key components of the initial public awareness response. The efforts will continue and be expanded upon as more information becomes available. In addition, coordinated public information dissemination to residents and the media from both the state and local levels will ensure that information reaches the public as quickly as possible.

Recommendations:

- Continue status as a Tree City USA through the National Arbor Day Foundation.
- Educate employees, public officials, and citizens about the benefits of urban forests, the tree management guidelines presented in this plan, and proper wood utilization methods.
- Educate and inform all municipal leaders and officials through presentations and written reports as needed.
- Inform the community via local media outlets, direct or indirect mailing (tax and utility bills), newsletters, fliers, public meetings, neighborhood associations, and local garden clubs.

Other Insects for Consideration

Asian Longhorned Beetle (ALB)

ALB is an invasive insect originally from China that has become a serious problem to trees in certain parts of the United States. The beetle's larvae creates tunnels by girdling stems and branches on trees. The insect has been reported to have entered the United States via wood packing materials originating from China.

Although ALB seems to prefer maple species (*Acer* spp.) in the United States, it has also been found in horsechestnut/buckeye species (*Aesculus* spp.), alder species (*Alnus* spp.), birch species (*Betula* spp.), poplar species (*Populus* spp.), willow species (*Salix* spp.), and elm species (*Ulmus* spp.). This list is not conclusive since a complete list of host trees in the U.S. has not been determined.

The adult beetles are persistent from July to October, but can be found later in the fall if temperatures remain warm. After adults emerge from their larvae tunnels, they bore another tunnel through wood, creating a round exit hole in the tree bark. Adults generally remain on or around the trees they originated from, only traveling short distances to feed and reproduce.

At the present ALB has not been found in Wisconsin. For more information on the identification and management of ALB please refer to <http://asianlonghornbeetle.com/>.

Other Diseases for Consideration

Oak Wilt (OW)

The disease is caused by the fungi *Ceratocystis fagacearum*, which attacks the water-conducting (vascular) system of trees. A tree responds by blocking its vascular system to contain the disease and, in doing so, cuts off the water supply to its leaves. Onalaska has 97 oak trees within its public tree population. These are split almost equally between bur oak (*Quercus macrocarpa*), Northern red oak (*Quercus rubra*) and white oak (*Quercus alba*). While bur and white oak tend to be less susceptible to oak wilt than red/black oaks, all oaks should be planted carefully and cared for at the proper time of year because of the risk from oak wilt.

Oak wilt can be spread by insects that carry the pathogen on their bodies from an infected tree to an uninfected tree. It also spreads via the vascular system of grafted roots of adjacent trees. If the disease is allowed to progress, it will spread to healthy oaks that are connected by the roots (root grafts) to the diseased trees. In forested areas where oak is common and root grafting is widespread, an ever-widening pocket of dead oaks will form. Where oak is mixed with other species and is a minor part of the forest, oak wilt will spread slower and may actually stop where roots are not grafted. New pockets of dead oak may also be formed by sap-feeding beetles spreading oak wilt above ground.

In urban areas oak trees are most easily infected by overland spread in the springtime, from bud swelling until two to three weeks past full leaf development. The Wisconsin Department of Natural Resources recommends that you avoid pruning, cutting, or wounding oak trees April through July (April, May, June, and July) in urban areas. Observations and unpublished research have shown that overland infection can occur after July, yet these mid-summer through early fall infections are not common. To take a very cautious approach, do not prune or otherwise wound oaks from April to October. In some years, spring comes much earlier. If daytime temperatures begin to reach the 60-degree mark, stop pruning oak at that time, even if it is still the middle of March.

The first signs of OW occurs when leaves in the upper crown turn a dull green, bronze, or tan beginning at the leaf margin. Soon after, the leaves will drop off with various degrees of discoloration. Brown streaks develop in the new sapwood. Trees in the red oak group are not known to recover once infected. The white oak group varies in species resistance to OW, but they usually die slowly over a period of several years.

STAFFING, EQUIPMENT AND TRAINING

Onalaska has the benefit of many pieces of equipment for tree work including dump trucks, one-ton trucks, bucket truck, chipper, chainsaws, stump grinder, pole saws and safety equipment. This plan recommends regular levels of maintenance which will require a large time investment. The City is strongly encouraged to begin preparing for equipment upgrades and purchases.

The City works with Xcel Energy and Dairyland Power to trim under and around power lines. They trim under all lines and assist with removals and prunings to stumps at which point the City crew would complete the work.

The amount of forestry work currently completed by in-house staff is sufficient to properly manage the urban forest. The current high level of activity is due to ash tree removal and replanting. The same amount of time needs to be dedicated, but it will need to focus primarily on tree pruning, planting and maintenance. These activities are just as important as emerald ash borer. Onalaska is poised to become a canopied, tree-lined community and that requires dedication, commitment and staff. A full list of responsibilities and the time required to complete them can be found as Attachment 1: Schedule of Activities 2019-2023.

The City of Onalaska would greatly benefit from having a City Arborist that is an ISA (International Society of Arboriculture) Certified Arborist. To become an ISA Certified Arborist an individual must have practical work in the urban forestry field and complete a comprehensive test on all areas of arboriculture. They must also complete annual continuing education courses to maintain certification. This is an attainable goal for a crew member and should be encouraged. This person could then supervise as well as help with completion of all maintenance activities and would also serve as a forestry expert for the City and residents. Identifying an individual to begin this process is strongly encouraged. More information on certification can be found at: <http://www.isa-arbor.com/Credentials>.

The Wisconsin Department of Natural Resources provides a Community Tree Management Institute (CTMI). This institute gathers a wide variety of tree professionals to provide a wealth of knowledge on a large number of tree related topics. Topics include risk management, tree inventories, proper tree planting and many, many other important tree concerns. The program is designed for decision-makers in the tree field that don't have much experience or are new to their positions. The coursework is spread over a time period of two years and three multi-day sessions. The City Planner has completed this coursework, but it is strongly advised that a crew member also complete this coursework. The knowledge gained is invaluable.

Staff should receive training immediately on proper pruning and tree felling techniques. Each year, staff should receive training on some facet of tree care to continually expand their capabilities. The DNR has an urban forestry training page that is in real time and lists all upcoming training opportunities. This page can be found at: <http://dnr.wi.gov/topic/UrbanForests/events.html>. The Wisconsin Arborist Association also has training opportunities and information can be found at: www.waa-isa.org/events-programs/. A figure has been included in the budget for staff training. Staff will be completing most work in-house and training is critical for proper safety and tree care. Some trees may need to be contracted out to a qualified tree care firm if they are unsafe for staff to complete.

TREE MAINTENANCE TIMELINE

This inventory provides an overall look at Onalaska urban forestry maintenance needs. To simplify the order of activities, the following summary has been provided by year. A further description of activities and their associated costs can be located in Attachment 1: Schedule of Activities. Administration is strongly encouraged to support the following activities:

Activities to be completed in 2019:

Complete removals (226 trees)
Complete priority prune (150 trees)
Inspect monitor/watch and as needed trees (150 trees)
Complete 1/3 of young tree training prunes (771 trees)
Grind stumps from removals (226 stumps)
Grind existing stumps (25 stumps)
Plant Trees (150 trees)
Receive CTMI/chainsaw safety training/tree felling training and plant diagnostic training or similar

Activities to be completed in 2020 & annually thereafter:

Complete routine removals - @ 1% of population (65 trees)
Inspect monitor/watch and as needed trees (150 trees)
Complete routine prunes on 1/5 of population (797 trees)
Complete 1/3 of young tree training prunes (771 trees)
Grind stumps from removals (65 stumps)
Plant Trees (150 trees)
Receive CTMI/chainsaw safety training/tree felling training and plant diagnostic training or similar

URBAN FORESTRY GOALS

This inventory was the first step towards establishing a defined, efficient forestry program to maximize benefits and minimize costs for the City of Onalaska. The next step is to identify goals and begin the process of implementation. The primary goals and objectives that have been identified to establish a management program in order of priority are:

GOAL 1: ELIMINATE HIGH RISK SITUATIONS.

- Objective A: Remove high-risk trees.
- Objective B: Prune high risk branches.
- Objective C: Remove EAB/ash trees

GOAL 2: ESTABLISH A ROUTINE, COMPREHENSIVE URBAN FORESTRY PROGRAM FOR A HEALTHY FOREST

- Objective A: Perform yearly tree inspections/Evaluate risk management program.
- Objective B: Perform training prunes.
- Objective C: Perform routine pruning and removals.
- Objective D: Plant high quality trees with low maintenance requirements.
- Objective E: Inventory updating.

GOAL 1: Eliminate high-risk situations.

The first and foremost objective of any municipality entrusted with the responsibility of an urban forest is the safety of its residents and visitors. Until a safe environment has been attained, no other objectives can be tackled. The following is a prioritized list of actions that need to be taken to eliminate the high-risk situations identified during the inventory:

1. Remove trees identified as Removals.
2. Prune trees identified as Prune Priority.
3. Complete ash removals.

A complete listing of activities and their costs can be found as Attachment 1: Schedule of Activities.

Objective A: Remove High Risk Trees

Tree removals are an integral part of a sound forest management program. Removals are as necessary to the urban forest's life cycle as are tree plantings and maintenance. Removals do, at times, stimulate a public reaction because people grow attached to the trees in the vicinity of their homes. Nevertheless, a successful urban forestry program demands that a removal policy be adopted and applied uniformly throughout the City. A clear policy provides coherent guidelines to enable City officials and crews to make informed, defensible, consistent removal decisions. Furthermore, such a policy can help allay public concerns about tree removals. The City's potential losses from liability claims are

also reduced due to healthier and lower risk trees.

The goal of a removal plan is to develop a comprehensive risk reduction program that will guarantee the timely removal of high risk or potentially high risk trees as well as to heighten awareness of hazard abatement procedures.

There are three important reasons for establishing a strong removal policy. The first is to maintain safe public areas by reducing potentially high-risk trees and the liability associated with them. Secondly, the removal of dead and declining trees allows the urban forest manager to make room for new, diverse plantings which in turn increases the overall health of the community forest. Thirdly, it is more cost effective to maintain healthy trees rather than decadent, senescing, over mature trees.

In Wisconsin, municipal governments have a legal duty to exercise reasonable care to protect the general public from foreseeable hazards. To minimize the liability associated with trees in high use areas, such as urban streets and parks, land managers must demonstrate reasonable care in maintaining these trees. Political pressure, inadequate time, untrained staff and inadequate funding are not valid reasons for inaction and may potentially leave the City liable should there be no designated risk tree removal program showing the effort to reduce the number of these trees.

Based on the inventory data, Bluestem estimates that 226 trees should be immediately removed from the existing tree population. Once this initial group of trees is removed, the City's removal program should stabilize at approximately 65 removals per year (1.0% of the total population).

Each tree was given a condition rating when it was inventoried. This number is used to calculate the appraised replacement dollar value of each tree, but is also used to prioritize removals. Ratings range from a low of 0% to a high of 100% in 5% increments. For example, a specimen tree in perfect condition received a 100%. A dead standing tree received a 0%. Most removals fall between 0-25%. Removals should start with condition ratings of 0% and continue until they are all removed. This work should begin immediately.

Several factors can assist with prioritizing tree removals and management:

1. Utilize the Risk Management Guide (Attachment 2). This guide is a step-by-step system for evaluating risk within the population. This guide was utilized during the inventory fieldwork and is a good guide for the City to use for day-to-day duties. For example, several steps are listed for tree evaluation. One step is to 'Identify Problematic Conditions'. The inventory identified a condition rating for each tree inventoried. A tree was assigned one of six ratings: excellent, good, fair, poor, very poor or dead. Very poor and dead trees need to be prioritized for removal. Other steps include identifying problematic species, diameters and defects. Some problematic species include willow and boxelder. These trees are typically weak wooded and tend to fail more often than other species such as oak. Problematic diameters include larger diameter trees. A 2" dbh dead tree poses minimal risk, while a 30" dead or very poor condition tree poses a very high risk. Additionally, certain defects should be red-flagged for action. Cavities, decay and excessive dieback are some of the more severe defects noted during the inventory. All of this data can be found within the inventory database. Target and location are also important factors to consider when prioritizing removals. Playgrounds and busy streets where pedestrians and vehicles frequent should receive higher priority than streets with wooded/naturalized rights-of-way. The combination of these factors should be used to determine the order in which trees need to be removed.

2. **Prioritizing Funding.** The safety risk of failing trees cannot be over-stressed. Staff time and funding needs to be prioritized to maximize public safety and reduce tree-related liability. The frequency of other non-safety tasks should be reduced so that staff can dedicate more time to pruning and removals. Will a reduced mowing schedule endanger residents? Will a 32" silver maple with a trunk cavity endanger residents?

One of the primary purposes of the inventory was to identify risks. The City can reduce these risks and increase safety for its residents through prompt implementation of the inventory-based pruning and removal recommendations in this plan.

A "high risk" is any tree or tree part that demonstrates a high risk of failure or fractures which would result in damage or injury to people or property. Usually, high-risk trees demonstrate visible defects.

There are two distinct aspects to the definition of a high risk tree: 1) a physical defect within a tree that increases its potential for failure, and 2) the proximity of the tree to people or property that increases the likelihood of personal injury or property damage. A decaying tree in the middle of the Chequamegon National Forest may have a potential for failure, but the chance that tree will cause personal injury is remote. However, that same tree located at the little league fields or anywhere in Onalaska, should be considered a high risk because of its urban location.

One task of the urban forest manager is to anticipate tree failures before they occur. There are no absolutes in determining risks - only sound judgment based on experience at recognizing structurally unsound trees.

The number of trees marked for removal within a given year further describes a forest system's health, although in some instances trees need to be removed for reasons unrelated to health. The objective is to eventually have no City trees with a condition rating lower than fair.

The risk assessment that Onalaska should use to evaluate trees was created by the International Society of Arboriculture. It is titled A Photographic Guide to the Evaluation of Hazard Trees in Urban Areas, 2nd Edition by Nelda Matheny and James R. Clark. This can be purchased at Amazon.com and through other sources. Additional resources include the US Forest Service's "Urban Tree Risk Management" guide. This is available at no charge from the WI DNR regional urban forester.

When a tree has been identified for removal or priority pruning, it may indicate an underlying deficiency. For this reason, all trees scheduled for removal along with trees in need of priority pruning need to receive a thorough inspection twice a year (once with the leaves on and once without the leaves) until the tree has been removed or the hazard has been eliminated. Likewise, all trees identified as in need of monitoring, poor or very poor or dead should also receive a similar inspection.

Trees that need to be regularly and frequently inspected were identified as 'Monitors.' These trees may have a problem developing such as dieback or may have old storm damage that warrants attention. A list of these trees can be found in the inventory database.

City policy should require tree pruning and removal in accordance with national industry standards. Standards-based specifications are commonly used when municipalities hire a contractor or purchases materials, but should also be applied to all work completed by staff. Industry standards and specifications include current editions of:

~ American National Standard for Safety in Tree Care Operations, ANSI Z133 (current revision). Can be purchased at: http://www.treecareindustry.org/public/gov_standards_z133.htm

~ American National Standard for Tree Care Operations - Tree, Shrub and Other Woody Plant Maintenance - Standard Practices, ANSI A300 (current revision). Can be purchased at: <http://www.fcia.org/standards/A300.htm>

A notification procedure should be enacted to alert nearby residents of the impending removal. Not only does this alert them to the high risk situation, it helps residents feel involved in the decision and gives them time to adjust to the loss of the adjacent tree. The tree can be "marked" and give the nearby homeowner written notification explaining why the tree is being removed, how the removal will be performed, when the removal will begin and if replanting will occur. Include a phone number to be contacted for any additional questions or concerns. By performing this pre-emptive task the City will find better compliance, cooperation and support from residents regarding the City's forestry program activities. Ordinances are currently undergoing revisions and will likely include a notification procedure.

Objective B: Prune High-risk Branches

A total of 150 trees are in need of priority pruning.

Priority prune trees have obvious risks such as branch cavities, hangers or significantly sized deadwood. These trees should be pruned immediately, in conjunction with the high-risk removals in 2019.

The tree inventory was a ground visual only survey and was not intended to substitute for a thorough hazard tree survey and as such the trees have not been aerially inspected. Additional defects may be noted from an aerial inspection. It is important that while trees are being pruned from an aerial bucket truck that their condition be re-evaluated. If the pruner feels they would not benefit from being pruned, they should be removed.

GOAL 2: Establish a routine, comprehensive urban forestry program for a healthy forest.

Systematic maintenance of existing trees is important for three reasons: safety, cost savings and aesthetics. Maintained trees have a greater lifespan and provide greater canopy benefits than trees that are not maintained. Proper maintenance can also reduce removal and replanting costs. With limited budgets and time, it is necessary to prioritize actions. High-risk tree situations should always be eliminated first (Goal 1) and then routine maintenance should proceed. The following routine objectives are listed from highest to lowest priority.

Objective A: Perform Yearly Tree Inspections & Evaluate the Risk Management Program

It is important that *all* of the street and park trees in the City get a yearly inspection. Trees that have been identified during the inventory as needing priority pruning, monitoring or removal need a hazard inspection at least *twice* yearly. Complete this inspection once with leaf cover and once without until the hazard has been eliminated or the situation resolved. Additionally, all large diameter trees need an extra inspection after storms. If any hazards are identified, the situations need to be corrected immediately, and then continue with the list of routine maintenance.

It is important that an ISA Certified Arborist complete all tree inspections (greater than 6" in diameter).

Seven factors should be considered when evaluating trees:

Factor	Considerations
Crown Development	Characteristic of species and well balanced Branching throughout entire upper 2/3 of trunk area Lacking full crown
Trunk	One central leader is desired No defects Missing sections of bark Extensive decay or hollow
Major branch structure	Evenly distributed braches Structurally important branches not dead or broken
Twig growth rate	Typical for species and age Growth rate reduced
Foliage	Normal size and color Small leaves with deficiencies
Insects & Disease	No apparent problems Severe infestation
Roots	Extensive root loss Stem girdling roots present Trunk flare present indicating proper planting depth

An excellent resource guide is "How to Recognize Hazardous Defects in Trees" published by the USDA Forest Service (Guide # NA-FR-01-96). This can be found at: http://www.na.fs.fed.us/spfo/pubs/howtos/ht_haz/ht_haz.htm

To reduce high-risk situations within Onalaska, The City Planner should evaluate the risk management program annually. The evaluation can be accomplished by following the Risk Management Guide (Attachment 2). This inventory and management plan represents the first comprehensive inventory but is not a substitute for a hazard tree evaluation. This management plan is the first phase of the risk management program.

Objective B: Perform Young Tree Train Prunes

Training pruning is the structural pruning of all trees 10 years of age or younger. Some benefits of training pruning include:

- *Pruning 2-3 times in the first ten years of a tree's life will reduce 90% of the structural problems the tree will ever have.*
- *This is the easiest pruning to perform due to the small size of the trees.*
- *Increased safety to both the tree and public due to elimination of sight obstructing branches and less branch breakage from car/truck strikes.*
- *Training pruning is the most cost effective pruning because it reduces long-term routine pruning costs.*
- *It is the most economical pruning because an in-house crew can complete it quickly and efficiently.*

Trees that are structurally pruned at this stage require much less care as they mature. It is not necessary that they be pruned every year but an every-third year pruning is a good objective. This results in cost savings and still adequately prunes the tree. This equates to approximately 771 training prunes per year annually. As trees are planted, this number will increase. The City Arborist should complete this task because once someone is certified. All of the training prunes can be completed until they are unable to be reached from the ground or are older than 10 years planted, and then they will be scheduled for routine pruning.

Objective C: Perform Routine Pruning & Removals

One of the most beneficial and noticeable activities performed in the urban forest is routine pruning. Routine pruning is the cycle of pruning all trees on a rotating basis. Once all of the safety issues have been addressed, all trees 10 years of age or over (approximately 6" or over) need to be placed on a routine pruning cycle. Some benefits of routine pruning include:

- Increased health and viability of trees.
- Fewer tree mortalities and fewer structural deficiencies.
- Reduced liability from potential tree-related injuries or damages to property.
- Increased property values.
- Enhanced aesthetic value.

- Fewer complaints/requests.
- Increased longevity of tree.
- Reduced future costs associated with hazardous limbs and decay.
- Improved cost effectiveness of tree maintenance reducing the need for on-demand pruning and associated staff overtime.

Once risk issues have been resolved, a feasible routine pruning cycle needs to be established. Industry guidelines are to prune each tree over 6" dbh once every 5-8 years. Onalaska has a five year cycle. Taking into consideration Onalaska current level of stocking, the above mentioned routine pruning cycle of five years will result in approximately 797 trees pruned annually.

Completing one cycle, combined with increased emphasis on training prunes, should greatly reduce the cost and time associated with future routine pruning. If a tree is pruned properly (throughout the entire canopy) and is on a routine pruning cycle, no limb over 4" in diameter should need to be removed. The best time of year to prune is when the leaves are off the trees. If pruning does occur while the trees have their leaves on, it should be after the leaves have fully expanded and not when they are in the process of forming. Pruning should also be avoided when the leaves are turning colors in the fall and in the process of dropping. All American elms and oaks should be pruned during dormancy.

Another facet of routine maintenance includes 'routine' tree removals. Any given City can expect approximately 1-2% of trees will need to be removed per year due to high-risk situations that develop naturally as the tree population matures. This is in addition to the initial safety removals. In Onalaska this estimates a total of 65 removals per year. This has also been figured into the schedule of activities that can be found as attachment 1.

Objective D: Plant high quality trees with low maintenance needs

Bluestem Forestry Consulting, Inc. identified approximately 1,300 available planting sites in 2018. A planting plan was developed to accompany this management plan. The plan recommends planting approximately 150 trees per year to achieve full stocking in 9 years. Please reference the planting plan for further information.

Objective E: Inventory Maintenance and Updating

The inventory database has been provided to the City of Onalaska in ArcMap. Staff should complete work orders and input the completed work into the inventory on a continuing basis. Without continual updating in this way, the inventory quickly becomes obsolete.

This management plan contains provisions for five years, beginning in 2019. Typically, a complete re-inventory should be completed every 5 years. When the inventory expires in 2024, a qualified, experienced forester should thoroughly evaluate all of the trees on an individual basis again. It is beneficial for an experienced eye outside the City perform an inventory due to changing tree conditions and factors.

ATTACHMENT 1:

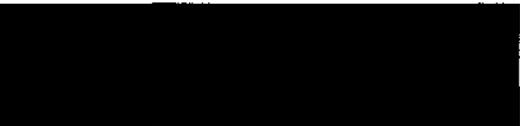
2019-2023 Schedule of Activities

Activity	In-House or Contract	# of Trees	Contract Cost or Staff Hours Required	Misc. Comments
Tree Removals (apprx 95%)	In-House	215	21 days for a 3-4 person crew	Avg dbh = 13.8" crew averages 10 daily
Tree Removals (apprx 95%)	Contract	11	\$5,000	Crew contracts out larger, difficult removals
Priority Prune	In-House	150	12 days for a 3-4 person crew	Avg dbh = 22.0" crew averages 12 daily
Inspect/Monitor/Watch and As Needed	ISA Certified Arborist/Pat Bondurer	276	\$3,000	6 days for Arborist
1/3 Young Tree Training Prunes	In-House	771	31 days for 1 crew member	Average = 25 daily
Grind Stumps from Removals	In-House	226	11 days for a 2 person crew	Total dbh = 3,128" @ 20/day
Grind Existing Stumps (25)	In-House	25	2 days for a 2 person crew	Average = 20 daily
Plant Trees** (apprx 150 sites/zone)	Contractor	150	\$60,000	Trees = \$400 each (includes tree & planting)
Training/CTMI (plant diagnostics, tree felling, chainsaw safety)	Contract	n/a	\$1,500	Check WAA Fall Conference for potential training opportunities

*Cost (including benefits = \$37.21/hour. Equipment costs not included.

**Expect to purchase a B&B 2.0-3.0" caliper tree for this price.

Activity	In-House or Contract	# of Trees	Contract Cost or Staff Hours Required	Misc. Comments
Complete Routine Removals (approx 1% of population)	In-House	65	6 days for a 3-4 person crew	Avg dbh = 11.5" crew averages 10 daily
Inspect Monitor/Watch and As Needed	ISA Certified Arborist/Pat Bondurer	276	\$3,000	6 days for Arborist
1/3 Young Tree Training Prunes	In-House	771	31 days for 1 crew member	Average = 25 daily
Routine Prune of 1/5 of Population	In-House	797	40 days for a 3 person crew	Avg dbh = 11.5" crew averages 20 daily
Grind Existing Stumps from Removals (65)	Contract	65	3 days for a 2 person crew	Average = 20 daily
Plant Trees** (approx 150 sites/zone)	Contractor	150	\$60,000	Trees = \$400 each (includes tree & planting)
Training/CTMI (plant diagnostics, tree felling, chainsaw safety)	Contract	n/a	\$1,500	Check WAA Fall Conference for potential training opportunities



*Cost (including benefits = \$37.21/hour. Equipment costs not included.

** Expect to purchase a B&B 2.0-3.0" caliper tree for this price:

ATTACHMENT 2:

Risk Management Guide

RISK MANAGEMENT

Risk: is the potential for suffering harm or loss

Risk Management: is the ability to minimize the potential for harm or loss from occurring by implementing a sound risk reduction strategy.

Types of Risk

- Financial
- Physical harm

A Risk-Reduction Strategy for Trees

- Evaluate the natural resource being managed
- Evaluate the resources available to you (fiscal, staff, equipment, etc.)
- Develop a policy statement
- Develop an action plan
- Periodic review of all four components

EVALUATE THE NATURAL RESOURCES BEING MANAGED

Evaluate the Entire Population

An understanding of the entire population allows you to identify the key problem areas within the population.

- Species distribution
- Diameter distribution
- Condition distribution
- Defects
- Locations and targets

Identify Problematic Species

Identify the species that, based on your knowledge and experience, pose the greatest physical threat.

- High history of failure
- High storm damage potential
- Prone to high-risk structural defects

Identify Problematic Diameters

Identify the diameters that, based on your knowledge and experience, pose the greatest problem in your population.

- Large diameter trees

Identify Problematic Conditions

Identify the conditions that, based on your knowledge and experience, pose the greatest problem in your population.

- Very poor trees

- Poor trees

Identify Problematic Defects

Identify the defects that, based on your knowledge and experience, pose the greatest problem in your population.

- Basal decay and cavities
- Major dieback
- Poor branch attachments

Identify Locations and Targets

Identify the locations and targets that, based on your knowledge and experience, pose the greatest physical threat in your population.

- Busy streets
- Playground areas

EVALUATE THE RESOURCES AVAILABLE TO MANAGE

Staffing

- Number
- Training
- Work load

Equipment

- Diagnostic
- Capabilities/limitations
- Availability

Fiscal

CREATE A TREE RISK MANAGEMENT POLICY STATEMENT

Components of a Policy Statement

- State your agency's understanding of its responsibility to maintain a safe public area.
- Identify the manager of the risk reduction program.
- List any general constraints on managing hazard trees such as financial or personnel.

The following is an example of a Hazard Tree Policy Statement:

The City of Metropolis has an active policy to maintain the safety of public lands from potentially hazardous trees. The City will strive to eliminate, in a timely fashion, any tree deemed hazardous. When available fiscal and human resources limit the ability of the City to remove high-risk trees, priority shall be placed on trees deemed to carry the highest risk. The standard for rating the potential risk of a tree will be the International Society of Arboriculture's twelve point hazard evaluation system. The Director of Parks, Recreation and Forestry will administer this program and

have final judgment in all matters concerning the mitigation measures taken for any tree deemed hazardous.

Benefits of a Policy Statement

- It defines for staff the overall mission of the company or agency as it relates to high-risk trees.
- Minimizes political influence
- Allows staff to do their job

DEVELOP AND IMPLEMENT AN ACTION PLAN

Goal

After evaluating your resources, define problem areas and broad solutions to those problems. View this as a wish list.

Objectives

Define clear objectives that address the general goals you have established. The details should be more specific. A good objective defines what is going to be done and in what timeline.

Actions

A series of actions should be identified that address each objective defined

PERIODIC REVIEW OF ALL FOUR COMPONENTS

Review all four components of your risk management plan frequently.

City of Onalaska Strategic Tree Planting Plan



The best time to plant a tree was 20 years ago. The next best time is now.
~Chinese proverb

Prepared by:
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December 20, 2018

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ATTACHMENTS: City of Onalaska Tree Planting Document

Planting Zone Map

No town can fail of beauty, though its walks were gutters and its houses hovels, if venerable trees make magnificent colonnades along its streets. —Henry Ward Beecher, *Proverbs*, 1887

CHAPTER ONE: INTRODUCTION

The City of Onalaska has chosen to pursue a tree planting campaign aimed at filling available planting sites throughout the community. These trees and others will grow to shade sidewalks, beautify city streets and provide a myriad of environmental benefits.

SCOPE & PURPOSE OF PROJECT

The scope & purpose of the plan is to discuss planting site inventory findings, recommend proper species for planting, outline proper planting techniques and generally provide the tools for a successful municipal tree planting operation.

BENEFITS OF TREES

The City of Onalaska is well aware of the many benefits trees provide to our communities or they would not have chosen to proceed with a tree planting plan. A few of the many statistics and values of the urban forest are:

"The net cooling effect of a young, healthy tree is equivalent to ten room-size air conditioners operating 20 hours a day."—*U.S. Department of Agriculture*

"Landscaping can reduce air conditioning costs by up to 50 percent, by shading the windows and walls of a home."—*American Public Power Association*

"If you plant a tree today on the west side of your home, in 5 years your energy bills should be 3% less. In 15 years the savings will be nearly 12%."—*Dr. E. Greg McPherson, Center for Urban Forest Research*

"A mature tree can often have an appraised value of between \$1,000 and \$10,000."—*Council of Tree and Landscape Appraisers*

"In one study, 83% of realtors believe that mature trees have a "strong or moderate impact" on the salability of homes listed for under \$150,000; on homes over \$250,000, this perception increases to 98%."—*Arbor National Mortgage & American Forests*

"Landscaping, especially with trees, can increase property values as much as 20 percent."—*Management Information Services/ICMA*

"One acre of forest absorbs six tons of carbon dioxide and puts out four tons of oxygen. This is enough to meet the annual needs of 18 people."—*U.S. Department of Agriculture*

"Trees properly placed around buildings can reduce air conditioning needs by 30 percent and can save 20 - 50 percent in energy used for heating."—*USDA Forest Service*

"Trees can be a stimulus to economic development, attracting new business and tourism. Commercial retail areas are more attractive to shoppers; apartments rent more quickly, tenants stay longer; and space in a wooded setting is more valuable to sell or rent."—*The National Arbor Day Foundation*

"Healthy, mature trees add an average of 10 percent to a property's value."—*USDA Forest Service*

"The planting of trees means improved water quality, resulting in less runoff and erosion. This allows more recharging of the ground water supply. Wooded areas help prevent the transport of sediment and chemicals into streams."—
USDA Forest Service

"In laboratory research, visual exposure to settings with trees has produced significant recovery from stress within five minutes, as indicated by changes in blood pressure and muscle tension."—*Dr. Roger S. Ulrich Texas A&M University*

SPECIES DIVERSITY

Eighty-eight different species were identified within Onalaska urban forest. This is an excellent number of species. However, four genera are over-represented. Ideally, the forest should be comprised of not more than 5% of any one species and 10% of any one genus. For illustration, maple is considered a genus and includes each different species of maple. Each type of maple such as sugar maple is considered a species. Limited species distribution could result in a population crash if an insect or disease were to attack any one particular species.

The most common trees growing in Onalaska are:

TOP EIGHT SPECIES SUMMARY TABLE (including Streets, Parks & Cemetery)		
Species and/or Cultivar	Count	Percentage of Total Population
Norway Maple	919	14.0%
Hackberry	421	6.4%
Autumn Blaze Maple	410	6.2%
Honeylocust	398	6.1%
Red Pine	334	5.1%
American Linden	306	4.7%
Silver Maple	259	3.9%
Other (81 other species represented)	3516	53.6%

Genus and species that are over the 10% genus and 5% species recommendations are:

SPECIES/GENUS OVER RECOMMENDED LIMITS (including Streets, Parks & Cemetery) 5% of any one species, 10% of any one family		
Species/Family	Count	Percentage of Total Population
Maple Genus (Acer)	2142	32.60%
Norway Maple	919	14.00%
Autumn Blaze Maple	410	6.20%
Hackberry (Celtis occidentalis)	421	6.20%
Honeylocust (Gleditsia triacanthos)	398	6.10%
Pine (Pinus)	464	7.10%
Red Pine	334	5.10%

It is critically important to diversify planting as much as possible. An extensive list of suggested trees for planting can be found later in this plan. While maple, hackberry, honeylocust and pine are over-represented, it is not necessary to eliminate planting any of these trees. It is necessary to sparingly plant these species to reduce the risk of losing large numbers of single species to a specific insect or disease. But if these species are not planted for 10-20 years there will be a very large gap in the population and it will nearly eliminate these species as the existing maple, hackberry, honeylocust and pine mature and die. Focus most of the planting on under-utilized species, but continue to plant these trees sparingly and in strategic or important locations.

Trees outstrip most people in the extent and depth of their work for the public good. ~Sara Ebenreck, *American Forests*

CHAPTER TWO: PLANTING SITE INVENTORY

INVENTORY METHODOLOGY & FINDINGS

Bluestem Forestry Consulting Inc. completed a public tree inventory update over the course of three years beginning in 2016 and ending in 2018. Wooded, high density park areas and unmaintained street right-of-way areas were not inventoried. This inventory update was completed largely due to Onalaska's vigorous ash removal and tree replanting program. An inventory completed in 2013 tallied approximately 1,800 ash trees in parks and along street rights-of-way. Due to the fact that the average size/diameter of the ash trees was small (less than 9") and treatment for EAB is required for the lifetime of the tree, Onalaska made the decision to remove and replant the majority of their ash population. At present, only 173 ash remain in the population. Onalaska aggressively replanted where ash were removed and one of the main goals of this planting plan and inventory was to be sure planting continued in all areas of the cities. Some recent tree planting statistics include:

of trees planted in 2014 = 110
of trees planted in 2015 = 400
of trees planted in 2016 = 530
of trees planted in 2017 = 331
of trees planted in 2018 = 91

It is clear that Onalaska values its urban forest and wanted to be sure that EAB did not reduce the overall number of trees in their city. They have done an excellent job of replanting with a wide variety of species.

As Onalaska's EAB removal and replanting program winds down, they wanted to maintain momentum and switch focus to routine maintenance and tree planting. As a result, Bluestem Forestry Consulting completed a planting site inventory in 2018. A total of 1,248 planting sites were identified along street rights-of-way in designated areas of the city.

Typical inventory data on each site was collected as well as two other important pieces of information. First, sites were identified based upon what size tree is suitable for planting. All planting sites were identified as either small or large. This indicates the size of tree suitable for planting in that particular circumstance. Small trees should be planted where overhead utility lines are present or where homes are set closer to the boulevard. Large trees are appropriate where they have plenty of space to grow. Secondly, each site was populated by a recommended species of tree. This allows for flexibility when planting begins. If Onalaska chooses, they can simply use the recommended species and plant exactly what is listed. If a particular species is unavailable or the price spikes, it is also possible to use the size category and choose another species from the list provided later in this plan.

Onalaska's goal beginning in 2019 is to plant approximately 150 trees annually until these sites are filled. An Urban Forestry Management Plan was completed in conjunction with this Strategic Planting Plan and fully addresses all activities and budgets associated with Onalaska's tree

management plan in the next five years.

The inventory inspected all sites having a minimum spacing requirement for planting. If a site had sufficient open space on the right-of-way, it was further evaluated to ensure that there was no other reason it would be considered unsuitable for planting. Sufficient open space on the boulevard does not always mean the site is suitable for tree planting. Some, but not all, of the limiting factors are, and other pertinent information related to planting sites include:

- Width of boulevard – If the site had a sidewalk, the distance between the sidewalk and curb needs to be a minimum of 5 feet. Anything less than this causes poor growth and may eventually lead to girdling roots and heaving walks.
- Planting sites were identified in right-of-ways where sidewalks did not exist, but adequate space was still available.
- Distance to nearby structures/trees – For a tree to be healthy, it needs to be able to grow unimpeded by other trees or structures such as buildings. Planting sites were only identified when the trees planted will have time to spread their branches and will not interfere with the growth of other trees or touch structures.
- Overhead utilities – It is acceptable to plant when overhead utilities are present, and these sites were identified as such. Small trees only are recommended in these areas. Some small trees tend to grow very widely. Be sure that the height AND width of the mature tree is taken into consideration when planting.
- All planting sites were identified as either small or large. This indicates the size of tree suitable for planting in that particular circumstance. As mentioned above, small trees should be planted where overhead utility lines are present or where homes are set closer to the boulevard. Large trees are appropriate where they have plenty of space to grow.
- Planting sites were placed a safe distance from obstructions such as intersections, driveways, signs and railroad crossings.
- While underground utilities were unknown during the inventory, it is important to consider the location of underground utilities such as gas, water and sewer.
- Sites were not located at vacant lots. Future building is likely to cause tree injury or mortality during construction and excavation.

The planting sites identified are suggested locations for tree planting. Sound judgment and good decision making including these and all criteria should be used by on-site personnel when tree planting begins.

PRIORITIZING PLANTING SITES

It will take the City of Onalaska many years to fill all of the available 1,248 planting sites identified. To manage tree planting, the City will need a way to prioritize planting sites. A reasonable and defensible policy of planting includes:

1. Sites where trees were removed within the past year.

2. Appropriate sites within the current work zone and/or areas where street or utility construction has been completed. The database has each Zone identified for a total of 10 zones.

3. Homeowner requests.

While planting sites in parks were not identified, public spaces such as parks, the City Cemetery and municipal areas should receive planting because of the high number of people that use these spaces and the value they provide to users. In these instances the City effectively serves as the homeowner. Homeowners tend to plant and should be strongly encouraged to plant trees on private property to increase overall canopy coverage. As 'homeowner' of public spaces, the City should also complete this task. These types of areas are perfect for using tree species that are not suitable for rights-of-ways including evergreens, weeping species or trial species. A list of recommended species for these areas can be found below as "Unique/Non-Traditional Plantings."

A tree never hits an automobile except in self defense. ~American Proverb

CHAPTER THREE: PLANTING GUIDELINES

PLANTING BASICS

Onalaska typically has contractors plant using balled and burlap stock. They have an extensive and well thought-out bid document that can be found as an attachment. This program has been very successful for a variety of reasons including thorough oversight of planting, continual monitoring and extensive watering. Onalaska has an excellent watering program and based on the high rate of tree establishment, it has been very effective. The trees planted in the last three years were inspected and were planted very well. The City is to be commended for their excellent contractor oversight as well as their watering policies.

While the City has been successfully planting trees, it is helpful to outline tree planting basics. The basic steps to follow when tree planting are:

DIG THE HOLE: Dig a hole no deeper than the root flare, but much wider—at least twice as wide, but three to five times is best—so the roots can spread quickly into the loosened adjoining soil and anchor the tree against winds and storms. The depth of the hole is critical. It should be the distance from the bottom of the ball to the root flare (not the top of the ball), or an inch or two shallower in heavy soils. Break up the soil in a large area surrounding the tree. This provides emerging roots room to expand into loose soil to hasten establishment.

IDENTIFY THE ROOT FLARE: Roots begin to grow and spread at the base of the tree at the trunk flare. If the trunk flare is not partially visible, you may need to remove some soil from the top of the root ball. Identifying the root flare and planting at the proper depth is the single greatest advantage you can give a newly planted tree. This is the appropriate time to be sure that any containerized or balled and burlapped material does not have circling roots. If they do, use a shovel to slash the outside of the rootball.

PLANT THE TREE AT THE PROPER DEPTH: Make sure the hole is dug to the proper depth and no deeper. It is better to plant the tree a little high, 1-2 inches above the base of the trunk flare, than too deeply. Planting a tree at the same depth it was planted at the nursery is almost always too deep. Always lift the tree by the root ball, never by the trunk, to avoid damage when setting the tree in the hole.

STRAIGHTEN THE TREE: View the tree from several directions to confirm the tree is straight before you begin backfilling.

BACK FILL THE HOLE: Initially, fill the hole about 1/3 full, then settle the soil by watering. If the tree is balled and burlapped, then cut and remove the strings, burlap and wire from around the trunk and top 1/2 of the root ball. Fill the remainder of the hole with existing soil, not amendments. Using existing soil will encourage roots to grow into the surrounding soil. Then water again to eliminate air pockets, which may cause roots to dry out. Add soil a few inches at a time and settle with water to avoid this problem. Make sure not to tamp soil. Continue this process until the hole is filled and the tree is firmly planted.

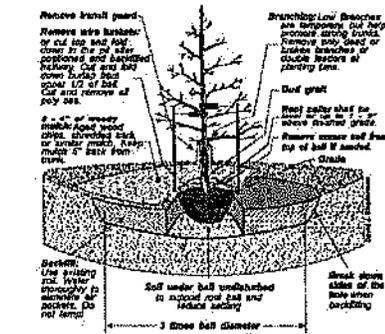
STAKING AND FERTILIZING: For most trees, staking is not recommended. If the tree trunk is not sturdy, however, use two stakes, one on either side of the tree, for the first year only. Avoid fertilizing a tree until late spring of the second year following planting. Bare root trees may need more staking than container grown or B&B trees.

MULCH: Some good mulch choices include leaf litter, pine straw, shredded bark, and aged wood chips. Use two to four inches of mulch to layer the base of the tree. When placing mulch, make sure the actual tree trunk is not covered. A mulch free area about six inches wide at the base of the tree is sufficient to avoid moist bark conditions and decay. This is also a good time to remove all broken branches and tags that may be attached to the tree. Even the smallest tag or ribbon can girdle a tree.

WATER: When the soil is dry below the surface of the mulch, it is time to water. Keep the soil moist, as over watering will cause leaves to turn yellow and fall off. Water the tree at least once a week if it does not rain, and more often during hot weather. Continue to water until mid-fall when temperatures decrease. Most recommendations suggest 1" of water per week in moderate temperature.

PLANTING TIME: Generally, late September to mid-October and May to June are recommended. Fall planting must be undertaken before soils become so cold that roots do not have a chance to grow. Spring planting should be undertaken before leaf or flower buds open. The following diagram illustrates proper planting technique:

Proper Tree Planting Diagram



Stake only if you have to. Use 2-3" wide webbing straps and secure to stakes with heavy gauge wire. The wire should be able to slide straight out from the stake and hold the webbing strap up, preventing it from sliding down the tree. Do not stake tightly - tree's gain strength from movement. Remove all stakes after one year.

Use of tree wrap is not recommended, as it causes a number of problems for the tree.

Minnesota Dept. Of Natural Resources - Oct. 2000

Breeze is the conductor, trees the musicians, leaves the instruments. --Nathaniel LeTonnerre

CHAPTER FOUR: SPECIES SELECTION

SPECIES SELECTION CRITERIA

Planting sites are generally identified by size (small, and medium/large).

Large Tree Group: Mature height generally at least 25 feet and up to 100 feet. Large to medium sized trees are suitable for planting on boulevards where the distance between the sidewalk and the street is greater than 6' in width or where no sidewalk exists at all. These sites do not have overhead utilities. Homes and other trees/structures are well away from the planting site to assure that the newly planted tree has adequate space for growth. Typically, plant large trees 40 or more feet apart.

Small Tree Group: Mature height generally less than 25 feet. Small planting sites were identified when overhead utilities were present. It takes careful planning when planting small trees. It is critical that boulevard width is taken into consideration to be sure that wide-growing trees are not planted on narrow boulevards where they may obstruct traffic vision and pedestrians. For example, crabapple are an excellent small growing selection, but they tend to grow very widely. When boulevards are not wide, choose narrow-growing trees such as Japanese tree lilac and serviceberry.

SPECIES SELECTION

The following list will function as a list of possible species to choose from when planning a tree planting. The parenthesis indicate the number of this particular species that was recommended for planting in the planting site database.

Trees Recommended for **Large Planting Sites (25' and over)**

*specific cultivars are not listed due to the frequency of new varieties. Contact local WI DNR Regional Urban Forester for specific recommendations or use resources at end of listing.

Ginkgo (77)	Ginkgo biloba
Kentucky coffeetree (88)	Gymnocladus dioica
Swamp white oak (63)	Quercus bicolor
Bur oak (92)	Quercus macrocarpa
White oak (93)	Quercus alba
Shingle oak (88)	Quercus imbricaria
American linden (26)	Tilia Americana
Silver linden (84)	Tilia tomentosa
Horsechestnut (78)	Aesculus hippocastanum
Turkish filbert (87)	Corylus colurna
American elm (87)	Ulmus Americana
Elm hybrids (65)	Ulmus spp.

Trees Recommended for **Small Planting Sites (under 25')**

Amur maackia (20)	Maackia amurensis
Crabapple (24)	Malus spp.
Amur corktree (14)	Phellodendron amurense
Amur chokecherry (9)	Prunus maackii
Japanese tree lilac (28)	Syringa reticulata
American redbud (15)	Cercis Canadensis
Serviceberry (29)	Amelanchier arborea

Musclewood (28)	Carpinus caroliniana
Spring wonder cherry (13)	Prunus sargentii
Dogwood (17)	Cornus florida
Kousa dogwood (913)	Cornus kousa

Trees Recommended for **Unique Sites/Non Traditional Sites** **and/or Plant Sparingly**

*all trees are suitable for large sites unless otherwise noted

American hackberry(3)	Celtis occidentalis (due to species limit recommendations)
Honeylocust (5)	Gleditsia triacanthos (due to species limit recommendations)
Maple (6)	Acer spp. (well over species limit recommendations)
Shagbark hickory (6)	Carya ovata
Bitternut hickory (4)	Carya cordiformis
London planetree (6)	Platanus x acerifolia
American sycamore (5)	Platanus occidentalis
Sweetgum (5)	Liquidambar styraciflua
Tulip poplar (4)	Liriodendron tulipifera
Chinkapin oak (5)	Quercus muehlenbergii
English oak (1)	Quercus robur
Bald cypress (5)	Taxodium distichum
Dawn redwood (5)	Metasequoia glyptostroboides
Spaeth's adler (4)	Alnus x spaethii
Katsura tree (6)	Cercidiphyllum japonicum
River birch (6)	Betula nigra
Yellow birch (4)	Betula alleghaniensis
Weeping crabapple (11)	Malus x Louisa
Weeping Norway spruce (7)	Picea abies 'Pendula'
Magnolia (12)	Magnolia grandiflora (small tree)

Additional Planting Resources

<https://dnr.wi.gov/topic/UrbanForests/documents/TreesStreetside.pdf>

<http://labs.russell.wisc.edu/eab/files/2012/03/Alternatives-to-Ash-for-Professionals.pdf>

<https://extension.umn.edu/tree-selection-and-care/recommended-trees-minnesota>

<https://dnr.wi.gov/topic/UrbanForests/contact.html>

ATTACHMENT: City of Onalaska, Wisconsin Tree Planting Documents

PART 1

SPECIAL PROVISIONS

20__ URBAN FORESTRY PROGRAM

***CONTRACTORS SHOULD FAMILIARIZE THEMSELVES WITH EACH SECTION OF THE CITY OF ONALASKA STANDARD SPECIFICATIONS PRIOR TO SUBMITTING BIDS.**

1. **Contractor to follow the applicable tree Specifications and Standards provided below:**
 - A. *American Standard for Nursery Stock, ANSI Z60.1*. current edition. American Nursery and Landscape Association, 1000 Vermont Ave. NW, Suite 300, Washington, D.C. 2005.
 - B. *Index of Garden Plants: The New Royal Horticultural Society Dictionary*. By Mark Griffiths. 1994, Timber Press, Inc. Portland OR.
 - C. *American National Standard for Tree Care Operations, ANSI A300* -most current edition. International Society of Arboriculture, PO Box 3129, Champaign IL 61826-3129.
2. **Unit bid price shall include, but not limited to, supplying trees specified, tree planting/installation, mulch ring, and initial watering.**
3. City and contractor to perform a “guarantee inspection” of all installed trees within one (1) calendar year of tree installation.
4. Contractor to note City is bidding a contract for stump removal. Contractor to bid accordingly as existing stumps may still be in when planting occurs. Contractor to plant new trees a minimum of 5 feet from stump (where possible). Anticipated stump grinding completion date is ____.
5. All labor, supervision, equipment, materials, and supplies necessary for the execution of the work shall be provided for by the Contractor for unit price bid.
6. Project will be awarded upon dollar amount of base bid. City of Onalaska will select bid alternates at its discretion.
7. Reasonable care shall be exercised during excavation, planting, filling, grading, and cleanup, to protect from damage all existing trees, shrubs, and other specified vegetation, and other site features, improvements, structures, and utilities.
8. All trees will have a minimum caliper of two (2) inches. City will accept trees with a caliper of two (2) inches to three (3) inches.
9. Tree species substitutions may be allowed if the plants specified are not obtainable provided the following occur. The Contractor shall submit in writing a plant list that details which tree species and quantity are to be substituted and their respective substitutes. Consideration will be given to the nearest available size or similar variety at

the same contract price. This information shall be submitted to the City of Onalaska a minimum of ten (10) day prior to plant delivery.

10. All tree plantings shall be accomplished by ___ unless agreed to in writing by the City of Onalaska and the Contractor. If special conditions exist that warrant a variance in the above planting dates, a written request shall be submitted by the Contractor to Kevin Schubert, Assistant City Engineer with the City of Onalaska, stating the special conditions and the proposed variance. Permission for the variance will be granted at the discretion of the City of Onalaska.
11. Water for project can be obtained at City fill station at 504 Vilas Street at no charge to the Contractor.
12. Bid prices shall include delivery to the planting sites. If a staging area is requested by the Contractor, the City will provide a receiving site. Plant materials shall not be shipped cash on delivery, and any shipment so made will be refused by the City of Onalaska. The Contractor shall give the City of Onalaska notice of delivery time of five (5) days prior to delivery.
13. Cleanup: Soil, branches, binding and wrapping material, rejected plants, or other debris resulting from any tree planting shall be promptly cleaned up and removed. The work area shall be kept safe and neat at all times until the cleanup operation is completed. Under no condition shall the accumulation of soil, branches, or other debris be allowed upon a public property in such a manner as to result in a public hazard. Contractor to leave planting sites in equal or better condition upon completion of tree installation.
14. The project shall be done in sequence as designated by the City Engineer.
15. Contractor shall remove and replace signs, mail boxes, and any other item that may be encountered that is not listed on bid proposal.
16. Any item not specifically called out for replacement that is removed or damaged during construction shall be replaced at the Contractor's expense.
17. Frost must be out of the ground prior to starting tree planting installations. Contractor shall submit a schedule of work to the City of Onalaska a minimum of seven (7) days prior to activities. City of Onalaska must approve project schedule prior to Contractor starting work.
18. All barricading, detours, flagmen, traffic signs, etc. shall be done so under the supervision of the Engineering Department, using the guidelines as set for in the State of Wisconsin Manual on "Uniform Traffic Control Devices". Flagmen on site shall have the sole purpose of providing traffic control and shall perform no other tasks. All barricades shall have working lights and meet the reflective material standards set forth in MUTCD.
19. Any damage to City boulevard, curb / gutter, sidewalks during tree installation activities shall be replaced at the Contractor's expense.

20. If any conflicts arise to the meaning of plans and/or specifications, the decision of the Engineer shall be final.
21. It is understood and agreed that the Contractor has, by careful examination, satisfied themselves as to the nature and location of the work, the conformation of the tree installed, the character, quality and quantity of the materials to be encountered, the general and local condition and all other matters which can in any way affect the work under the Contract.
22. The general or prime contractor shall maintain coordination of the project at all times and be responsible for the final product.
23. Underground gas main, gas laterals, power lines, cable TV, telephone lines, etc. shall be the responsibility of the Contractor to contact all utilities and for field locations. Contractor shall call Diggers Hotline a minimum of three (3) days prior to any excavation. The City is not billed for any utility conflicts or any damage done by the Contractor to existing utilities.
24. Contractor shall be responsible to repair any damage to irrigation or sprinkler systems.
25. In order to minimize all possibility of injury to residents, Contractor shall make every reasonable effort to supply and place barricades at all possible points of excavation.
26. Because of concerns relating to pedestrians in the area, all installation holes shall be either filled or fenced at the end of each work day.
27. Contractor shall not drive or store equipment, or stockpile dirt on driveways, parking lots, or within the drip line area of where roots would be expected from established trees and newly installed trees. Or during installation process, Contractor to otherwise protect the root area by utilizing sidewalks, road, or plywood/like material. Damage as a result shall be at Contractor's expense.
28. This Contract is contingent upon the sale of general obligation bonds by the City. If the 20__ general obligation bonds are not purchased, the City may, at its sole discretion, reject all bids. No bid shall be withdrawn after the opening of bids without the consent of the said owner for a period of sixty (60) days after the schedule time of closing bids.
29. Ingress and egress for all emergency type vehicles shall be provided to all property owners along the project at all times.
30. Preconstruction meeting shall be held prior to ordering tree species.
31. Hours of work will be left to the discretion of the Contractor. However, no work shall be started before 7:00 A.M. No work at all shall be performed on Sundays and Holidays without the Engineer's approval.
32. Contractor shall be responsible for protecting, relaying or renewing any water service curb box or sanitary sewer later cleanout/locate box which is damaged during construction. All repairs will be completed to City of Onalaska standards.

PART 9 STANDARDS SPECIFICATIONS FOR MATERIALS / TRANSPORTATION / TREE INSTALLATION / ACCEPTANCE

CITY OF ONALASKA, WI

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SECTION 901: MATERIALS

- A. Contractor shall provide a complete list of plants, including a schedule of quantities, sizes, and other requirements are included. In the event that discrepancies occur between quantities of plants indicated in the Bid Sheet, and as indicated on the maps, the plant quantities indicated on the Bid Sheet shall govern.

All plant material must be obtained from a dealer or grower licensed by the Wisconsin Department of Agriculture, Trade, and Consumer Protection in accordance with Wisconsin Statutes 94.10, or from a dealer or grower licensed or certified by the state where the nursery is located.

The Contractor shall furnish a written list of the proposed sources of nursery stock. Such a list shall be furnished with completed bid documents. Such list may not be added to or altered without the consent of the City of Onalaska.

All plant material shall conform to *American Standard for Nursery Stock*. Plants shall be true to species and variety specified and nursery grown in accordance with good horticultural practices under climatic conditions similar to those in the locality of the project for at least 2 years. They shall have been freshly dug (during the most recent favorable harvest season). Plants shall be so trained in development and appearance as to be unquestionably superior in form, compactness, and symmetry. They shall be sound, healthy, vigorous, well branched and densely foliated when in leaf, and free of disease and insect adults eggs, pupae or larvae. They shall have healthy, well-developed root systems and shall be free from physical damage or other conditions that would prevent thriving growth.

Trees with multiple leaders, unless specified, will be rejected. Trees with a damaged, cut, or crooked leader, included bark, abrasion of bark, sunscald, disfiguring knots, insect damage, mold, prematurely opened buds, or cuts of limbs over 3/4 inch (2 cm) diameter that are not completely callused are cause for rejection.

Balled and burlapped plants shall be dug with solid balls of standard size, the balls securely wrapped with non-synthetic, untreated, biodegradable burlap, and tightly bound with non-synthetic, biodegradable rope or twine. Alternatively they may be placed in wire basket lined with non-synthetic, untreated, biodegradable burlap and tightly bound with non-synthetic, biodegradable rope or twine. **Root collar shall be apparent at surface of ball.**

Containerized plants shall be well established in the container with a root system sufficiently developed to retain its shape and hold together when removed from the container. Plants shall not be pot bound, nor have kinked, circling, or bent roots. Root collar shall be apparent at surface of ball.

Plants shall conform to the measurements specified, except that plants larger than those specified may be used if approved by the City of Onalaska. Use of larger plants shall not increase the contract price nor allow the Contractor to use smaller than specified material on other plants. If larger plants are approved, the root ball, root spread, or container shall be increased in proportion to the size of the plant.

Caliper measurements shall be taken on the trunk 6 inches (15 cm) above the root collar for trees up to 4 inches (10 cm) in caliper, and 12 inches (30 cm) above the root collar for trees over 4 inches (10 cm) in caliper. Height and spread dimensions specified refer to the main body of the plant and not from branch tip to branch tip. Plants shall be measured when branches are in their normal position. If a range of size is given, no plant shall be less than the minimum size, and no less than 50 percent of the plants shall be as large as the maximum size specified. Plants that meet measurements but do not possess a normal balance between height and spread shall be rejected.

Substitutions of plant materials will not be permitted unless authorized in writing by the City of Onalaska a minimum of ten (10) days prior to delivery. If proof is submitted, substantiated in writing, that a plant specified is not obtainable, consideration will be given to the nearest available size or similar variety, with a corresponding adjustment of the contract price.

- B. All plants shall be labeled by size and scientific plant name as listed in the current edition of *Index of Garden Plants*. Labels shall be attached securely to all plants, bundles, and containers of plant materials when delivered. Plant labels shall be durable and legible, with information given in weather-resistant ink or embossed process lettering.
- C. Mulching material shall consist of aged or composted wood chips or shredded bark and shall be free of material injurious to plant growth. Wood chips shall be 1/8 inch nominal thickness with at least 50 percent having an area of not less than 1 square inch and no piece having an area of more than 6 square inches.

Water shall be provided to the Contractor and be suitable for irrigation and free from ingredients harmful to plant life.

SECTION 902: CERTIFICATION

All plant materials, shipments, and deliveries shall comply with state and federal laws and regulations governing the inspection, shipping, selling, and handling of plant stock. A certificate of inspection, or a copy thereof, for injurious insects, plant diseases, and other plant pests shall accompany each shipment or delivery of plant material. The certificate shall bear the name and address of the source of the stock.

SECTION 903: SELECTION & TAGGING

Plants may be inspected upon delivery, and the City of Onalaska reserves the right to reject any plants that do not meet the standards or that have been damaged during shipment. Such approval shall not impair the right of inspection and rejection during progress of the work. A Contractor's representative shall be present at all inspections. The City of Onalaska shall be the sole judge of acceptability of stock at any time during the course of this contract.

SECTION 904: DIGGING & HANDLING PLANT MATERIALS

Plants to be balled-and-burlapped shall be dug with firm, natural balls of earth of diameter not less than that recommended in the current edition of *American Standard for Nursery Stock*, and of sufficient depth to include fibrous and feeding roots. The root collar shall be within the top 2" of the soil ball. Balled and burlapped plants with manufactured balls or balls that are dry, cracked, or broken before or during planting operation will not be accepted.

SECTION 905: TRANSPORTATION & STORAGE OF PLANT MATERIAL

- A. Fresh dug material is given preference over plant material held in storage. Plant material held in storage will be rejected if excessive growth or dieback of branches has occurred in storage.
- B. Branches shall be tied with rope or twine only, and in such a manner that no damage will occur to the bark or branches.
- C. During transportation of plant material, the Contractor shall exercise care to prevent injury and drying out of the trees. Should the roots be dried out, large branches broken, balls of earth broken or loosened, or areas of bark torn, the City of Onalaska may reject the injured tree(s) and order them replaced at no additional cost to the City.
- D. Plants must be protected at all times from sun or drying winds. Those that cannot be planted immediately on delivery shall be kept in the shade, well protected with soil covered with wood chips or other acceptable material, and kept well watered. Plants shall not remain unplanted any longer than 3 days after delivery without permission from the purchaser. Plants shall not be bound with wire or rope at any time so as to damage the bark or break branches. Plants shall be lifted and handled with suitable support of the soil ball to avoid damaging it.

SECTION 906: DELIVERY

- A. Bid prices shall include delivery to the planting sites. If a staging area is requested by the Contractor, the City will provide a receiving site.
- B. Plant materials shall not be shipped cash on delivery, and any shipment so made will be refused by the City of Onalaska.
- C. The Contractor shall give the City of Onalaska notice of delivery time of five (5) days prior to delivery.

SECTION 907: EXCAVATION OF PLANTING AREAS

- A. The Contractor will notify Digger's Hotline to verify location of underground utilities a minimum of three (3) days before excavation begins. The Contractor shall be responsible for assuring that utility marking is complete before excavation begins. The Contractor shall be responsible for all damage resulting from neglect or failure to comply with this requirement. The City of Onalaska shall stake appropriate planting locations within Parts

B, C, & D. Should the Contractor deviate from the staked area, the City shall be contacted for confirmation prior to installation.

- B. The Contractor shall excavate planting areas as shown on the drawings. Excavation may be done by shovel, backhoe or stump grinder, but a soil auger may not be used. The planting hole shall be at least 2 times the diameter of the soil ball and the soil shall be loosened at least one ball diameter's distance beyond the hole to a depth of 6" to 12" using a rotary tiller. The soil pad on which the soil ball or root ball will be placed shall be of undisturbed soil. The depth of the pad shall correspond to the distance from the bottom of the soil ball to the root collar, or slightly less. Glazed planting hole surfaces shall be sufficiently roughened prior to backfilling.
- C. Excavated planting holes that will be left open when work is not in progress or pose an immediate and considerable hazard to pedestrians or vehicles shall be adequately barricaded with appropriate warning devices.
- D. The Contractor shall notify the City of Onalaska, in writing, of soil conditions or other obstructions the Contractor considers detrimental to tree growth. Such conditions shall be described, as well as suggestions for correcting them. Proper water drainage must be assured.
- E. Where soil conditions or below ground obstructions which cannot be remedied are encountered, the City of Onalaska shall designate alternate planting locations. The City of Onalaska shall bear any costs associated with such relocation.

SECTION 908: PLANTING OPERATIONS

- A. Plants must be protected from excessive vibrations. Plants shall not be thrown or bounced off a truck or loader to the ground. Plants shall not be dragged, lifted, or pulled by the trunk or foliage parts in a manner that will loosen the roots in the ball.
- B. **Plants shall be set with the top of the root collar at or slightly above finished grade (up to two (2) inches above finished grade).** Plants must be centered in the hole and set plumb. Plants shall be set so that they will be at the same depth 1 year after planting.
- C. For plants in plastic, metal or biodegradable containers, the container shall be removed before planting. If roots are crowded or coiled on the bottom, sides, or surface of the root ball, they shall be gently separated from the edges or surface.
- D. For all plants moved with a tree spade, all holes and cavities between the ball and the surrounding soil shall be filled. Glazed planting hole surfaces shall be sufficiently roughened prior to backfilling. The ball shall be thoroughly soaked with water after planting.

- E. Removal of ropes, strings, wire baskets, burlap, and other wrappings from B&B plants. Once the tree is set and backfilled, any rope, string or twine shall be removed from around the trunk.
- F. Planting holes shall be backfilled with excavated soil. When holes are approximately two-thirds full, they shall be thoroughly watered to eliminate air pockets. After this initial watering, excavated soil shall be installed to the top of the hole and watered. Prevent puddled soil conditions by avoiding compaction once the soil is wet. If burlap and wrappings are not removed they must be covered with soil.
- G. Planting areas shall be finish-graded to conform to drawings after full settlement has occurred.
- H. All plants shall be mulched over the root system (minimum three (3) foot diameter) with a 3-4-inch layer of aged wood chips or bark immediately after planting. Mulching material shall be pulled back no less than 3" and no more than 6" from the trunk.
- I. Plants shall be thoroughly watered immediately after planting.
- J. All twine, rope, transit guards or wrappings, and plant labels secured around the trunk or branches shall be removed after planting is completed.

SECTION 909: PRUNING

Double leaders, dead branches and any branches damaged or broken during the planting process shall be pruned. This shall be the only pruning allowed at planting. Pruning shall conform to *American National Standard for Tree Care Operations, ANSI A300*.

SECTION 910: ACCEPTANCE

- A. The City of Onalaska will perform an inspection with the Contractor of all plant material after the original planting to note and correct any discrepancies.
- B. Acceptance of plant material by the City of Onalaska shall be for general conformity to specified size, character, and quality and shall not relieve the Contractor of responsibility for full conformity to the contract documents, including correct species.
- C. Upon completion and re-inspection of all repairs or renewals necessary in the judgment of the City of Onalaska, the City shall certify in writing that the work has been accepted. Any plant work so accepted will be paid within 30 days at the contract bid price, unless previously negotiated otherwise.
- D. Work may be accepted in parts when the City of Onalaska and Contractor deem that practice to be in their mutual interest. Approval must be given in writing by the City of Onalaska to the Contractor verifying that the work may be completed in parts. Acceptance of work in parts shall not waive any other provision of this contract.

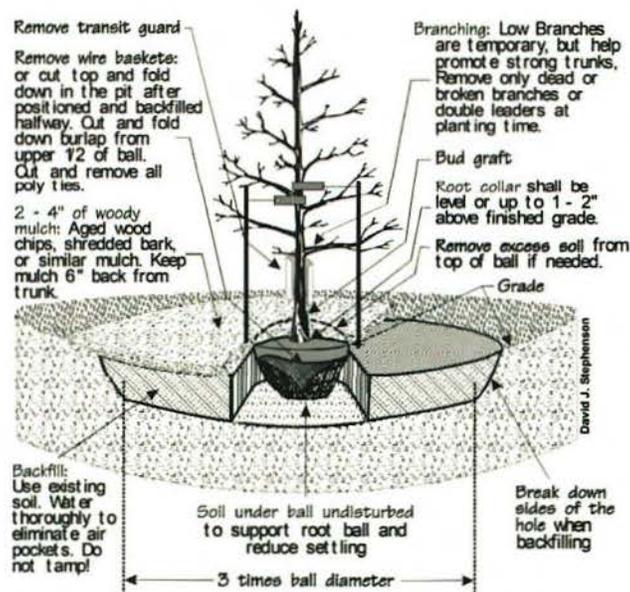
SECTION 911: TREE GUARANTEE PERIOD & REPLACEMENT

- A. The Contractor shall guarantee all plants to be healthy and in flourishing condition for one (1) year from the date of acceptance.
- B. The guarantee does not include vandalism, storm damage, animal damage or mechanical damage unrelated to contractor activities.
- C. The Contractor shall remove and replace, without cost, and as soon as weather conditions permit, and within a specified planting period, all plants not in a healthy and flourishing condition as determined by the City of Onalaska any time during the guarantee period. Replacements shall be subject to all requirements stated in this specification.
- D. The guarantee of all replacement plants shall extend for an additional period of one year from the date of their acceptance after replacement.

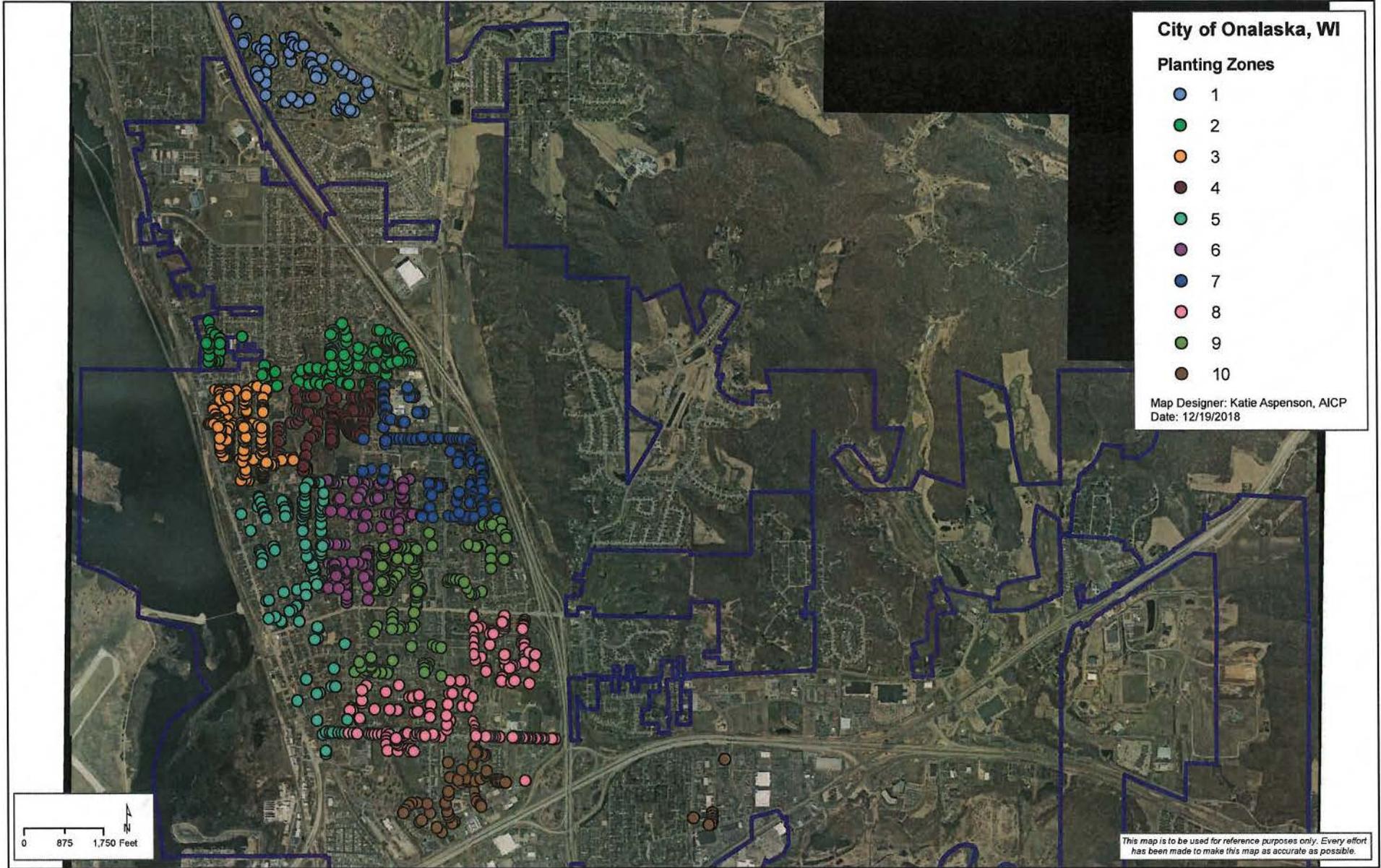
SECTION 912: FINAL TREE INSPECTION & ACCEPTANCE

At the end of the guarantee period and upon written request of the Contractor, the City of Onalaska shall inspect all guaranteed work for final acceptance. The request shall be received at least 5 working days before the anticipated date for final inspection. Upon completion and re-inspection of all repairs or renewals necessary in the judgment of the City of Onalaska at that time, the City shall certify, in writing, that the project has received final acceptance.

Proper Tree Planting Diagram



ATTACHMENT: City of Onalaska, Wisconsin Planting Map

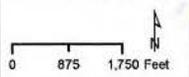


City of Onalaska, WI

Planting Zones

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10

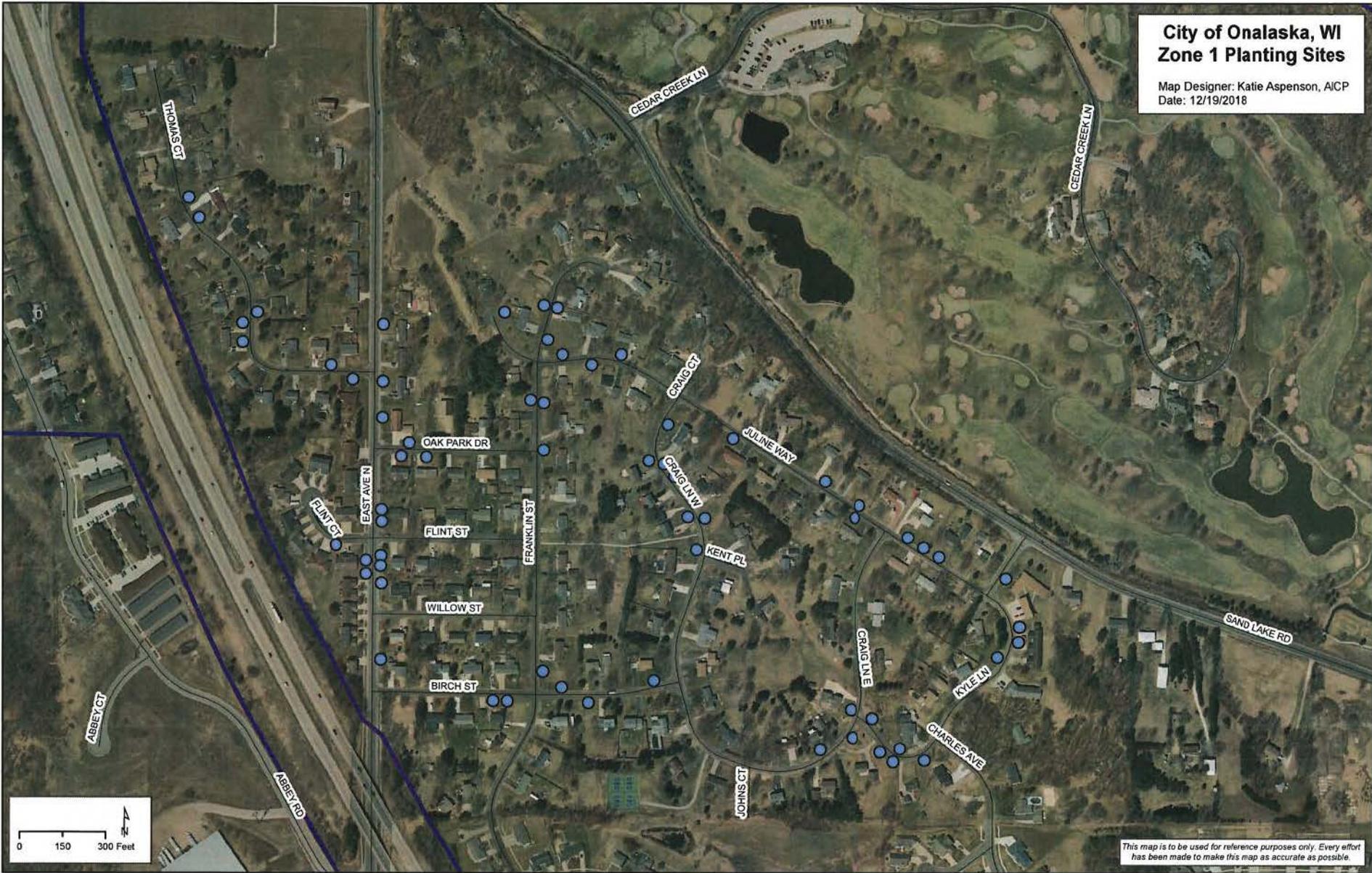
Map Designer: Katie Aspenson, AICP
Date: 12/19/2018



This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

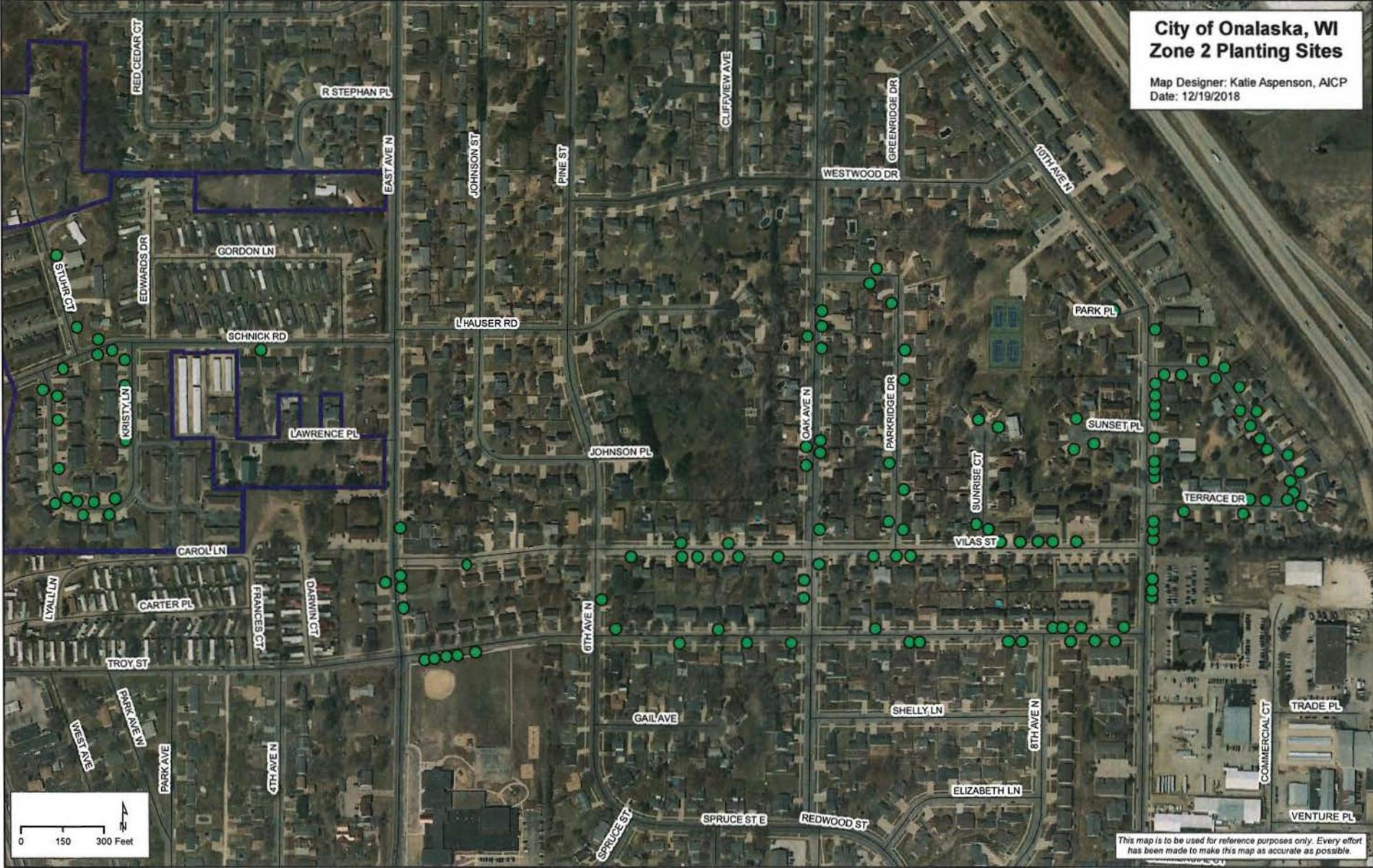
**City of Onalaska, WI
Zone 1 Planting Sites**

Map Designer: Katie Aspenson, AICP
Date: 12/19/2018



City of Onalaska, WI Zone 2 Planting Sites

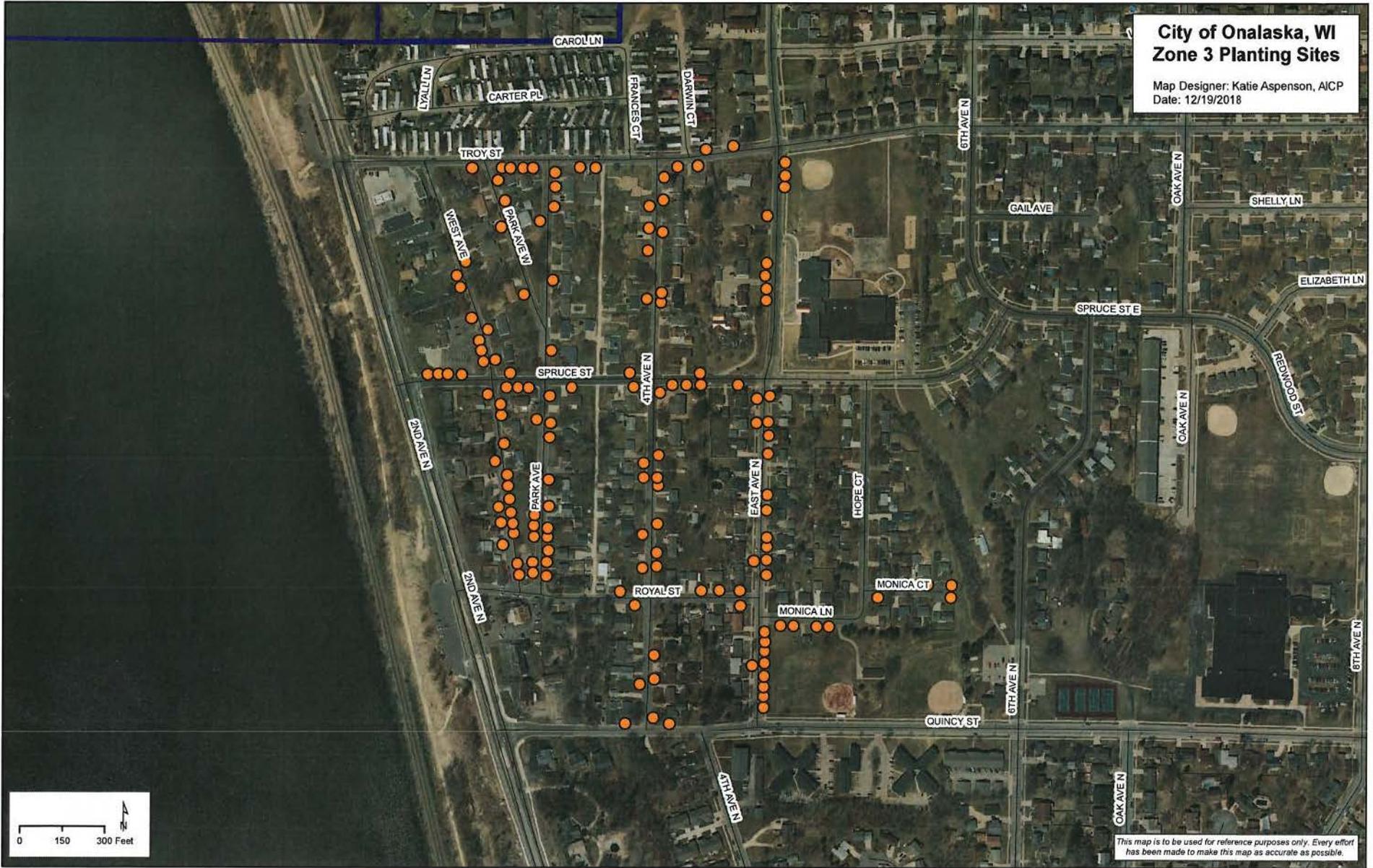
Map Designer: Katie Aspenson, AICP
Date: 12/19/2018



This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

**City of Onalaska, WI
Zone 3 Planting Sites**

Map Designer: Katie Aspenson, AICP
Date: 12/19/2018



City of Onalaska, WI Zone 4 Planting Sites

Map Designer: Katie Aspenson, AICP
Date: 12/19/2018



This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

City of Onalaska, WI Zone 6 Planting Sites

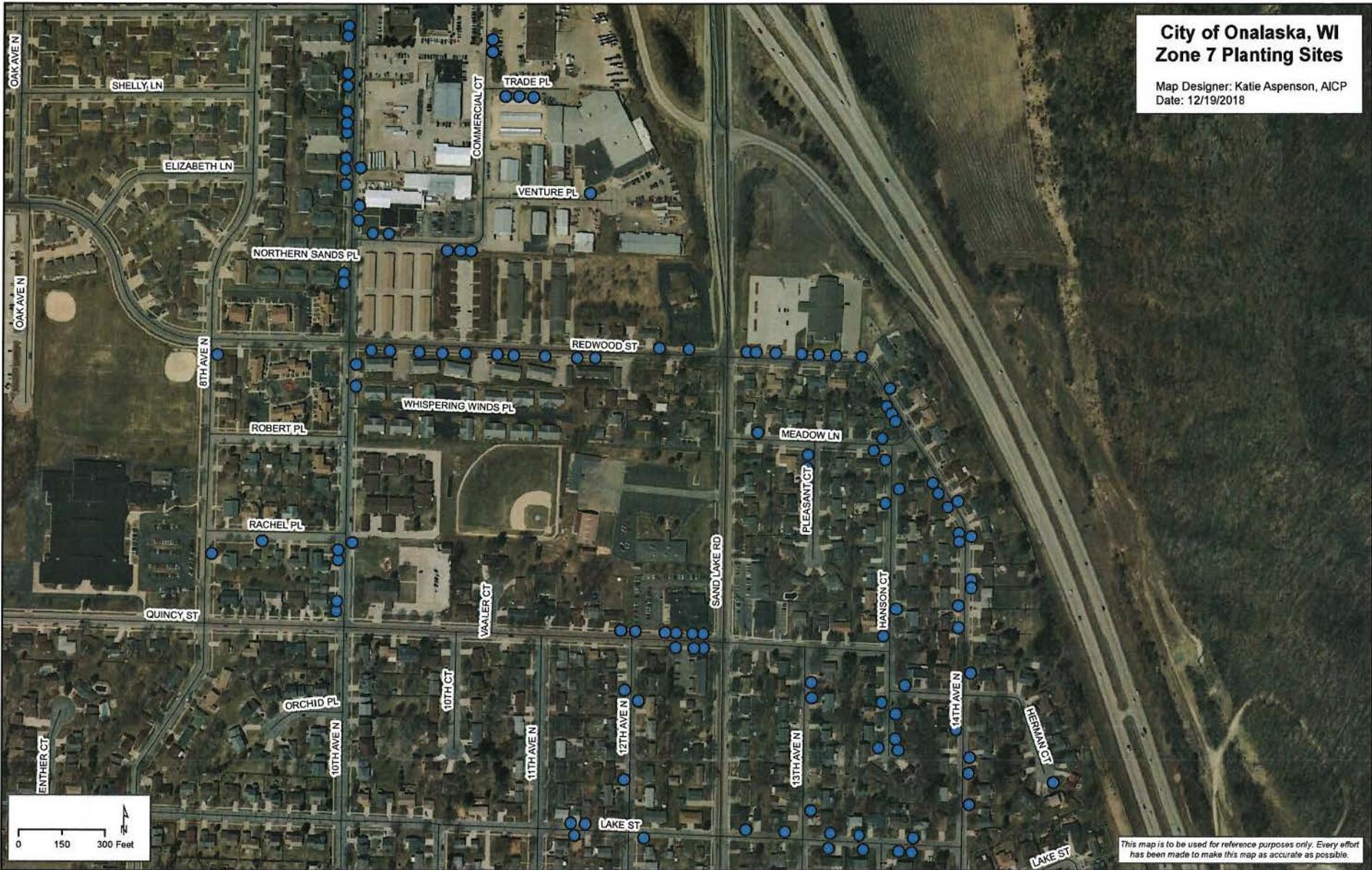
Map Designer: Katie Aspenson, AICP
Date: 12/19/2018



This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

**City of Onalaska, WI
Zone 7 Planting Sites**

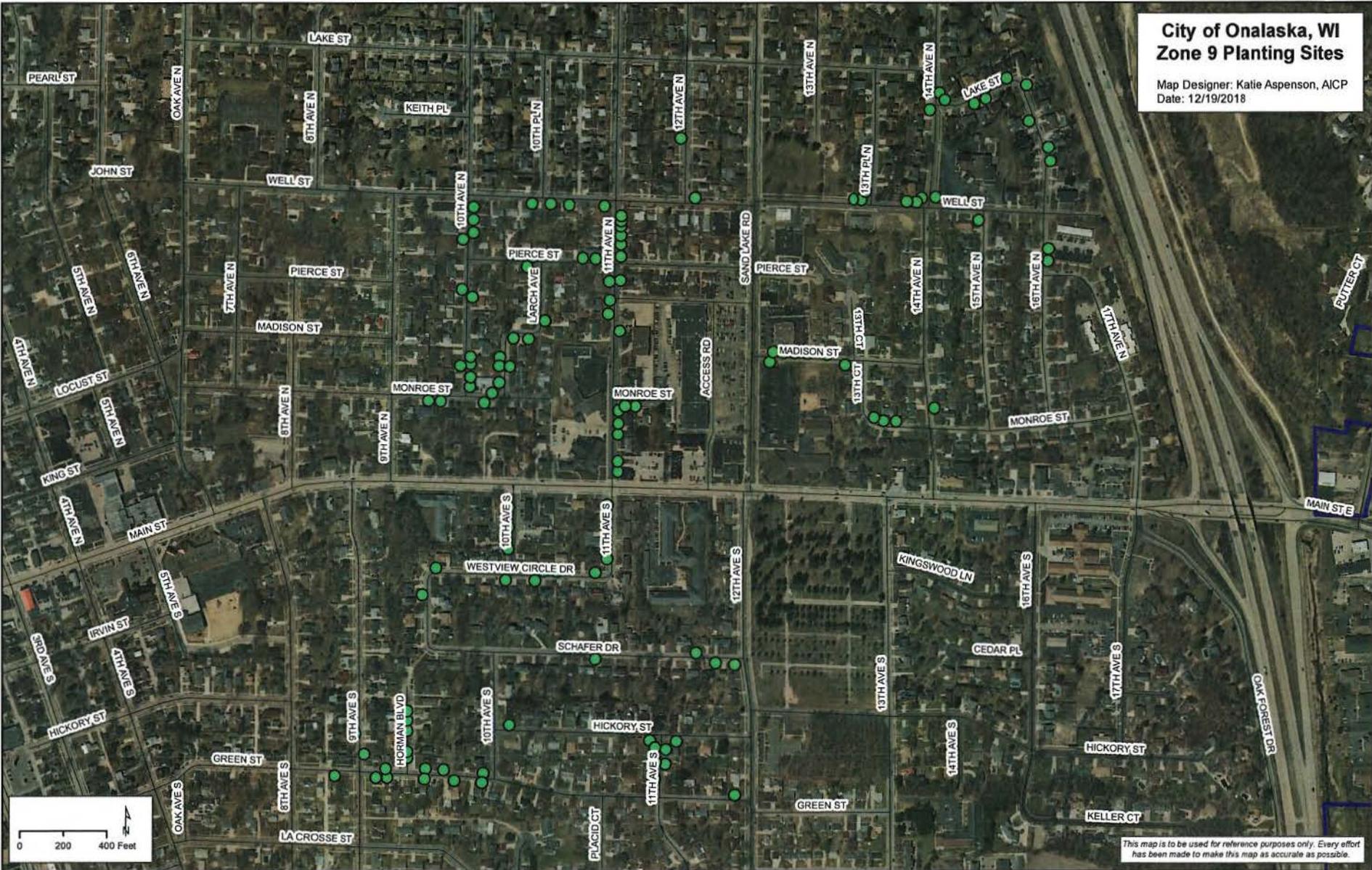
Map Designer: Katie Aspenson, AICP
Date: 12/19/2018

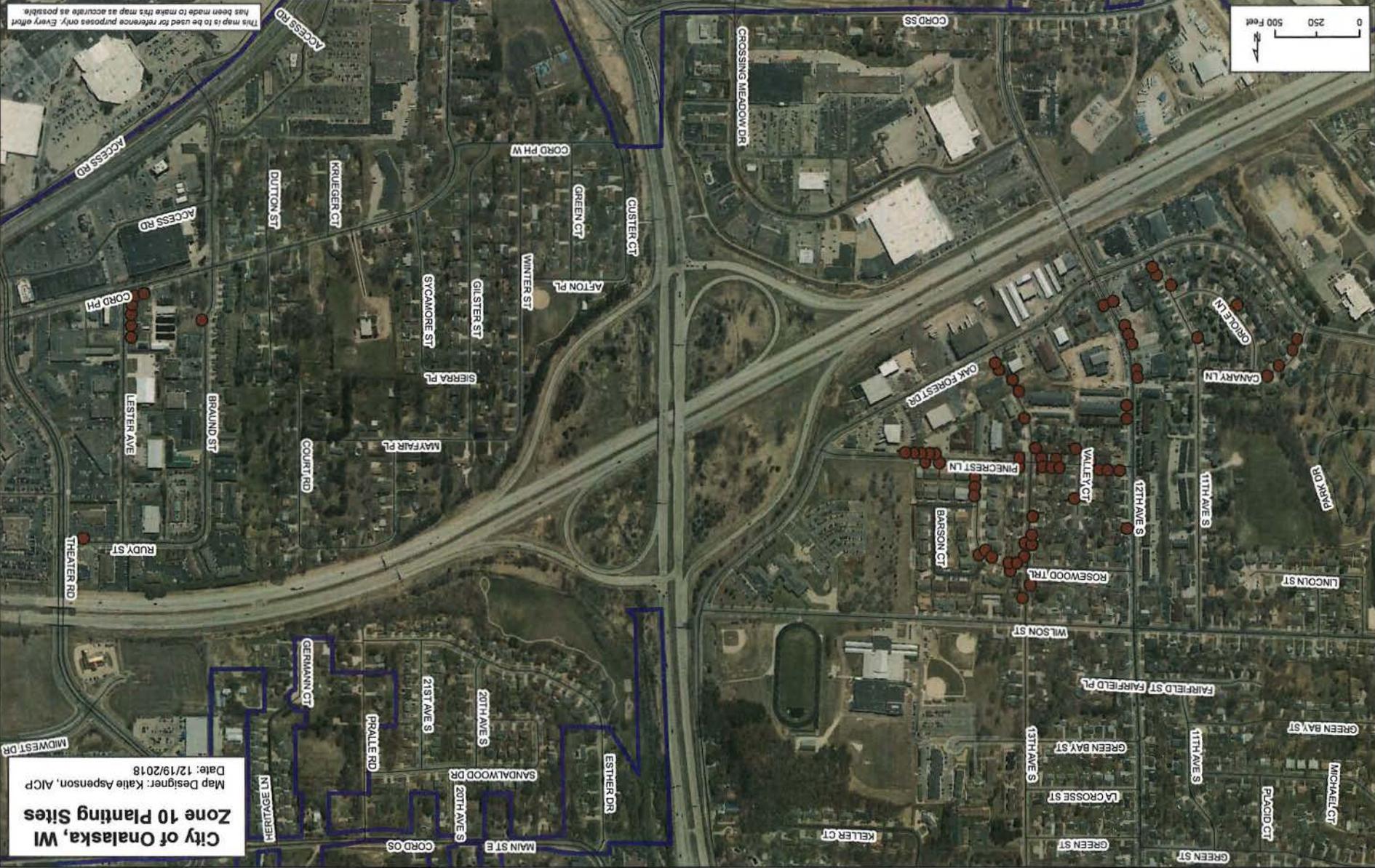


This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

**City of Onalaska, WI
Zone 9 Planting Sites**

Map Designer: Katie Aspenson, AICP
Date: 12/19/2018





City of Onaska, WI
Zone 10 Planting Sites
 Map Designer: Kate Aspenson, AICP
 Date: 12/19/2018

This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#10

Project/Item Name:

Green Coulee Road Intersection
Alternatives Evaluation

Location:

Green Coulee Road and East Main Street

Requested Action:

Discussion on evaluation and future actions

Staff Report/Description:

MSA Professionals has completed the intersection analysis. The report lists six possible alternatives with two rising to the level of extended evaluation. Staff is recommending moving ahead with alternative 2 of installation of a traffic signal on the current roadway alignment.

Attachments:

Green Coulee Road Intersection Evaluation

To: Jarrod Holter, PE, City of Onalaska
From: Ben Wilkinson, PE and Amanda DeAmico, PE
Subject: East Main Street at Green Coulee Road Intersection Alternatives Evaluation
Date: January 25, 2019

Introduction

The intersection of East Main Street and Green Coulee Road currently experiences undesirable delay on Green Coulee Road and crash patterns involving vehicles entering the intersection from Green Coulee Road and the Kwik Trip driveway. The goal of this study is to evaluate intersection design alternatives that improve the operations and safety at the Green Coulee Road intersection. The selected improvement should also be cost effective and allow for design flexibility for future improvements to the mainline or the nearby USH 53 ramp terminals.

Ultimately, six alternatives (including a no build alternative) were developed for evaluation. These alternatives were reviewed and discussed with staff from the City of Onalaska and the Wisconsin Department of Transportation (WisDOT) at a meeting on December 3, 2018. At that meeting, it was decided that two of the alternatives presented would meet the goals of the project and that further evaluation would be completed for just those two alternatives. The recommended alternative was chosen based on its improvements to operations and safety as well as being the most cost effective and flexible with respect to future capacity expansions that may occur to East Main Street or the USH 53 ramp terminals.

Background

The study intersection of East Main Street and Green Coulee Road is located approximately 330 feet east of the USH 53 ramp terminals in the City of Onalaska, La Crosse County, Wisconsin. East Main Street is an urban four lane east-west road with a posted speed limit of 25 mph. Green Coulee Road is an urban two lane north-south residential road and is stop controlled at the East Main Street intersection. Green Coulee Road serves as the only ingress/egress for residents who live in the neighborhoods located along Green Coulee Road. Marked crosswalks exist on the north approach and on the east approach. The crosswalk on the east approach is a two-stage crossing and includes a Rectangular Rapid Flashing Beacon (RRFB) to enhance pedestrian/bicycle safety. The existing intersection study area is illustrated in Figure 1.



Figure 1: Existing Intersection Study Area

Drivers traveling southbound on Green Coulee Road experience undesirable delay as part of the stop condition for that approach (see Appendix A for documentation of the existing conditions). Excessive delay and poor operations at an intersection can cause drivers to take more risks, impacting the safety of the intersection. The public has provided anecdotal evidence to support these concerns.

Control modifications and alternatives for improvements to the East Main Street and Green Coulee Road intersection are evaluated in this memo. Due to the close proximity of the study intersection to the ramp terminals, the modifications may also impact the operations at the ramp terminals. Some modifications will also impact the box culverts that cross under East Main Street and Green Coulee Road near the study intersection. The alternatives prepared in this memo discuss the impacts and required modifications to the adjacent ramp terminals and the box culverts, if applicable. Cost estimates are prepared for the two alternatives carried forward for further evaluation.

Crash History

Crash data for the most recent 5 ½ years (January 2013 – July 2018) at the East Main Street and Green Coulee Road intersection is summarized in Table 1. The crash data shows that the intersection has experienced 24 crashes over the 5 ½ year period. The crash types vary from rear end, angle, opposing turn, side swipe, and single vehicle crash types. A majority of these crashes resulted in only property damage. The most severe injury (A) was a single vehicle (motorcycle)

incident. Additionally, six crashes are likely linked to the sharp radius of the horizontal curve entering the intersection from the east. A crash diagram with more detail is provided in Appendix B.

Table 1: East Main St & Green Coulee Rd Crash History by Type and Severity (2013-2017 data)

Year	Crash Type					TOTAL	Property Damage	Severity			TOTAL	
	Rear End	Angle	Opposing Turn	Side Swipe	Single Vehicle			Injury				Fatality
								C	B	A		
2013	-	1	-	1	2	4	3	-	-	1	-	4
2014	1	-	1	-	-	2	1	1	-	-	-	2
2015	1	2	2	-	1	0	6	-	-	-	-	6
2016	-	2	1	1	1	5	3	-	2	-	-	5
2017	3	-	-	1	1	5	5	-	-	-	-	5
2018	-	-	1	-	1	2	2	-	-	-	-	2
Total	5	5	5	3	6	24	20	1	2	1	0	24

Nine of the intersection crashes involved vehicles exiting the Kwik Trip driveway on the south approach with vehicles entering East Main Street from Green Coulee Road; five of these crashes specifically involved left-turning vehicles from the Kwik Trip driveway. Based on these crash patterns, the removal of the Kwik Trip driveway would likely improve the overall safety of the intersection. The installation of an alternate control type, such as a signal or roundabout that improves intersection operations, may also reduce the crash frequency.

Traffic Counts and Operational Analysis Methodology

Existing traffic volume counts were collected on Tuesday, May 22, 2018 for the intersections of East Main Street with 17th Avenue, the USH 53 ramp terminals, and Green Coulee Road (see Appendix C). The raw volumes were balanced between the intersections for analysis purposes. Based on historical data and discussions with the City of Onalaska and the Wisconsin Department of Transportation (WisDOT), a 0.5% growth rate was utilized to forecast and balance the traffic to 10-year and 20-year horizons (2028 and 2038, respectively). Year 2028 and 2038 forecasted volumes used in the analyses are documented in Appendix C.

Alternatives developed for evaluation primarily involve the addition of a traffic signal or roundabout(s). The operational and capacity analysis for the developed alternatives at the Green Coulee Road intersection used Synchro 10 and SIDRA software for the traffic signal and roundabout alternatives, respectively. The outputs shown from the software are generally based on the procedures, methods, and techniques contained in the Highway Capacity Manual (HCM), 6th Edition. However, due to the complexity of the existing signal timings at the ramp terminals, the HCM equations cannot be utilized to review conditions with respect to Level of Service (LOS) and delay. Therefore, a microsimulation model utilizing SimTraffic software was used in accordance with WisDOT recommended practices to determine operations at the ramp terminals.

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The installation of a traffic signal at this location requires a warrant analysis (justification) and approval from WisDOT. The warrant analysis (included in Appendix D) indicates that a traffic signal is not warranted at the East Main Street and Green Coulee Road intersection due to the low volumes on Green Coulee Road. However, after discussions with WisDOT, they have agreed to consider the installation of a traffic signal, if that is the preferred alternative, because limited cost effective alternatives exist for improving the operations and safety of the intersection. If a signalized alternative is selected as the preferred alternative, the signal would be controlled by WisDOT and must be coordinated with the existing USH 53 ramp terminal signals.

Alternative Evaluation

A no build alternative and five intersection improvement alternatives were developed for the Green Coulee Road intersection. The expected operations, safety, property impacts, and feasibility of these alternatives were discussed with the City of Onalaska and WisDOT. A description of each alternative is included in this section. A summary of the expected traffic operations of each alternative for the 10-year and 20-year horizons (2028 and 2038, respectively) are included in Appendix E through Appendix J.

Alternative 1 – No Build – Exhibit 1

This alternative consists of maintaining the existing Green Coulee Road intersection control (stop sign on Green Coulee Road) and number of lanes.

Delay and queuing for vehicles on Green Coulee Road are expected to increase as traffic volumes increase in the future (see Appendix E). Due to the expected increase in delay and the lack of physical improvements, safety at the intersection is not expected to improve with this alternative.

Alternative 2 – Signal at Green Coulee Road – Exhibit 2

This alternative consists of the installation of a traffic signal at the existing Green Coulee Road intersection. The alternative includes signal coordination with the existing signals at the USH 53 ramps, a protected left-turn phase for the eastbound movement, a pedestrian crossing on the north approach, and a two-stage pedestrian crossing on the east approach. At the request of WisDOT, the existing Kwik Trip driveway will be relocated west of the intersection and will operate as a right-in, right-out only access. All other existing roadway geometrics and lane configurations are maintained.

The installation of a traffic signal at this intersection will result in some impacts to the Coulee Golf Bowl parking lot to accommodate the signal poles in the northeast corner of the intersection. Signal poles for this alternative can generally be placed to allow for a future three-lane expansion configuration (Alternative 3). However, in order to maintain existing pedestrian crossing locations for the current roadway geometrics, the signal poles on the northeast and northwest corners may require relocation in the future.

Delay and queueing for vehicles on Green Coulee Road are expected to be improved over existing conditions, even as traffic increases in the future (see Appendix F). However, the delay on the mainline of East Main Street will inherently increase. The new signal would be coordinated with the USH 53 ramp signals and would not adversely impact the ramp operations. Overall, the traffic signal operations and relocation of the Kwik Trip driveway will improve the safety of the intersection and operations for Green Coulee Road.

Alternative 3 – Three-lane Expansion with Signal at Green Coulee Road – Exhibit 3

This alternative has the same characteristics of the signal and Kwik Trip access improvements discussed in Alternative 2, with the addition of a three-lane expansion on East Main Street between the ramp terminals and in the westbound lanes between Green Coulee Road and the northbound USH 53 ramps. An extension of the box culvert under East Main Street is also necessary for this alternative.

As with Alternative 2, delay and queueing for vehicles on Green Coulee Road are expected to be improved over existing conditions, even as traffic increases in the future (see Appendix G). In addition, the mainline expansion improves operations for eastbound and westbound East Main Street traffic. Overall, the traffic signal operations and relocation of the Kwik Trip driveway will improve the safety of the intersection and operations on Green Coulee Road.

Alternative 4 – Five-leg Roundabout (USH 53 NB Ramps + Green Coulee Road) – Exhibit 4

This alternative consists of reconfiguring the existing Green Coulee Road intersection and the USH 53 northbound ramp terminal intersection into one, five-leg roundabout. The roundabout consists of two-lane entries on all approaches, with the lane configuration of the USH 53 northbound off ramp being a left/through and right-only. The Kwik Trip driveway remains in its current location, but is restricted to right-in, right-out only access. Pedestrian crossings are provided across Green Coulee Road, the east leg of East Main Street, and the USH 53 northbound on ramp (the same locations that exist today).

To consolidate the two intersections, the proposed roundabout is placed near the USH 53 northbound ramp terminal and Green Coulee Road is realigned to enter the intersection between westbound East Main Street and the USH 53 northbound on ramp. The realignment of Green Coulee Road requires the acquisition of the Coulee Golf Bowl maintenance building located in the northwest corner of the existing Green Coulee Road intersection. An extension of the box culvert under East Main Street is also necessary for this alternative. The five-leg roundabout design is not flexible if future capacity expansion is necessary on the mainline.

This alternative is expected to improve operations for vehicles on Green Coulee Road (see Appendix H). Heavy traffic volumes on westbound East Main Street during the peak traffic periods may result in queues at the westbound East Main Street entry that extend around the

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curve to the east. Safety is expected to improve at the intersection with this alternative because the roundabout has less points of conflict than the existing intersections and will physically reduce vehicle speeds. However, the queues that extend east on East Main Street may result in safety concerns for the driveways nearby.

Alternative 5 – Three-leg Roundabout at Green Coulee Road – Exhibit 5

This alternative consists of reconstructing the intersection of Green Coulee Road and East Main Street into a three-leg roundabout consisting of two-lane entries along East Main Street and a single lane entry on Green Coulee Road. With this alternative, the USH 53 ramp terminals remain signalized. Some modifications are required to the northbound USH 53 ramp terminal to tie into the proposed roundabout geometrics, but the lane configuration does not change. The Kwik Trip driveway remains in its current location, but is restricted to right-in, right-out only access. Pedestrian crossings are provided at the roundabout across Green Coulee Road and across the east leg of East Main Street (the same locations that exist today).

The placement of the roundabout minimizes impacts to the Coulee Golf Bowl and Kwik Trip properties, but affects the two large box culverts that cross East Main Street and Green Coulee Road. The two box culverts would need to be connected, which would be costly due to the structures being of differing age and size. After review, it was determined that the box culvert under Green Coulee Road would be removed and the box culvert under East Main Street would be extended under Green Coulee Road. The three-leg roundabout does not provide much design flexibility if future capacity expansion is needed on the mainline.

This alternative is expected to improve overall safety of the intersection and operations for vehicles on Green Coulee Road (see Appendix I). With the close proximity of the adjacent signalized USH 53 northbound ramp terminal, a possibility exists for westbound East Main Street queues at the signalized USH 53 northbound ramp terminal to queue into the roundabout during peak traffic periods, causing capacity concerns.

Alternative 6 – Two-roundabout Corridor (USH 53 NB Ramps and Green Coulee Road) – Exhibit 6

This alternative consists of reconstructing the Green Coulee Road intersection and the USH 53 northbound ramp terminal intersection into a pair of roundabouts consisting of two-lane entries along East Main Street and single lane entries on the USH 53 northbound off ramp and Green Coulee Road. The Kwik Trip driveway remains in its current location, but is restricted to right-in, right-out only access. Pedestrian crossings are provided at both intersections along the north side of East Main Street and across the east leg of East Main Street at the Green Coulee Road intersection (the same locations that exist today).

The placement of the Green Coulee Road roundabout minimizes impacts to the Coulee Golf Bowl and Kwik Trip properties, but affects the two large box culverts that cross East Main Street and

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Green Coulee Road, requiring an extension of the East Main Street box culvert similar to Alternative 5. The USH 53 northbound ramp terminal could be reconstructed as a roundabout with little impact to the surrounding property. Since it is not ordinary to construct only one ramp terminal as a roundabout, WisDOT may require that the southbound USH 53 ramp terminal be considered for a roundabout. For the purposes of this study, preliminary analysis was completed to determine that the third roundabout would not be necessary for operational reasons. The two-roundabout corridor does not provide much design flexibility if future capacity expansion is needed on the mainline.

This alternative is expected to improve overall safety of both intersections and operations for vehicles on Green Coulee Road (see Appendix J). With the close proximity of the two proposed roundabouts, a possibility exists for westbound East Main Street queues at the USH 53 northbound ramp terminal roundabout to back up into the Green Coulee Road roundabout during peak traffic periods.

Final Alternatives

To identify final alternatives for further consideration, the six alternatives described were discussed at the meeting with WisDOT and were evaluated based on how well the alternative met the project goals of improving operations and safety at Green Coulee Road. The alternatives were also evaluated for cost effectiveness and design flexibility in accommodating future improvements to the mainline or nearby USH 53 ramp terminals. Table 2 summarizes the evaluation. Based on the evaluation, **Alternative 2 – Signal at Green Coulee Road** and **Alternative 5 – Three-leg Roundabout at Green Coulee Road** were identified as final alternatives. A closer examination of operations, safety, and cost for these two alternatives is provided in the following sections.

Table 2: Alternative Evaluation and Final Alternative Selection

Alternative	Improves Operations and Safety at Green Coulee Rd?	Recommended for Further Study?	Comments
Alternative 1 – No Build	No	No	Does not meet project goals.
Alternative 2 – Signal at Green Coulee Road	Yes	Yes	Meets project goals. Lowest cost improvement.
Alternative 3 – Three-lane Expansion with Signal at Green Coulee Road	Yes	No	Much higher cost than Alternative 2 with little operational benefit.
Alternative 4 – Five-leg Roundabout (USH 53 NB Ramps + Green Coulee Road)	Yes	No	Undesirable queuing on WB East Main Street. Higher expense than other alternatives. WisDOT prefers not adding Green Coulee Road to their ramp terminal.
Alternative 5 – Three-leg Roundabout at Green Coulee Road	Yes	Yes	Meets project goals.
Alternative 6 – Two-roundabout Corridor (USH 53 NB Ramps and Green Coulee Road)	Yes	No	Meets project goals, but no benefit over Alternatives 2 or 5 and with much higher cost.

Operations Summary

Alternative 2 – Signal at Green Coulee Road

A signal alternative was analyzed at Green Coulee Road using WisDOT approved procedures with the preferred saturation flow rates and right-turn on red calibrations. Based on the analysis of the individual intersection, Green Coulee Road is expected to operate at 63.6 seconds of delay (Level of Service (LOS) E) for the right-turn lane and 51.7 seconds of delay (LOS D) or less for the left-turn lane through the year 2038. The signalized intersection significantly improves operations on Green Coulee Road when compared to the no build operations, which may experience delay exceeding 25 minutes during peak travel times in the year 2038. Operations on East Main Street will remain at an acceptable level through the year 2038. The introduction of a traffic signal will cause queueing on the mainline, especially for the westbound movement. Due to the anticipated length of the queues, access points along East Main Street may be blocked for a period of time before the vehicles clear through the intersection.

WisDOT requires that the proposed signal, if installed, is coordinated with the existing signals at the USH 53 ramp terminals and that the signal be controlled by WisDOT. The coordination and signal timing adjustments should prioritize the progression of vehicles on the mainline, so that

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queues do not back up from the northbound ramp into the Green Coulee Road intersection, blocking right-turning vehicles from Green Coulee Road entering East Main Street.

Alternative 5 – Three-leg Roundabout at Green Coulee Road

The three-leg roundabout alternative was analyzed as a stand-alone intersection using HCM 6th Edition procedures with Wisconsin-calibrated capacity equations. Based on the analysis of the individual intersection, Green Coulee Road is expected to operate at 16.2 seconds of delay or less (LOS C) through year 2038.

With the close proximity of the adjacent signalized USH 53 northbound ramp terminal, and the predicted queuing for westbound East Main Street at the ramp terminal, a possibility exists for queues from the signal to back up into the roundabout during peak traffic periods. If this occurs, delay and queuing for vehicles on Green Coulee Road would increase. The installation of the roundabout doesn't provide flexibility if traffic grows at higher than anticipated rate.

Vehicle Safety

The signal improvement alternative is expected to reduce the existing crash patterns at the intersection. Relocating the Kwik Trip driveway west of the existing intersection (a requirement from WisDOT) will reduce the number of conflict points at the intersection, and eliminate the prominent crash pattern between a vehicle turning left from Kwik Trip and a vehicle entering the intersection from Green Coulee Road. The signal will also allow a dedicated phase for vehicles from Green Coulee Road to safely access East Main Street, with the likelihood of improving compliance and decreasing the chance of drivers entering the intersection at improper times. Although the overall safety is expected to improve with the signal alternative, other crash patterns, such as rear-end crashes, may occur due to the control change.

The three-leg roundabout alternative is expected to reduce the existing crash patterns and injury crashes at the intersection. Specifically, the roundabout alternative is expected to minimize or eliminate angle crashes and turning crashes. Additionally, the presence of a roundabout promotes slower driving speeds. Therefore, any accidents that may occur at the intersection will likely be more minor than the crashes experienced at the existing stop-controlled intersection. Although the overall safety is expected to improve with the roundabout alternative, other crash patterns, such as rear-end and side swipe crashes, may occur due to the control change.

Pedestrian and Bicycle Safety

The signal improvement alternative provides a safer crossing environment for pedestrians and bicyclists than the existing intersection control. The signalized intersection will enhance the marked crosswalk by giving priority to the crosswalk user when the WALK signal is active. The intersection currently has marked crossings on the north approach and on the east approach, with a RRFB installed on the east approach. The signal alternative maintains the crossings at these

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two legs and replaces the RRFB while still allowing a two-stage crossing on the wider east approach. Additional improvement considerations include advanced walk time, which allows pedestrians to enter the crosswalk before vehicles are given the green light, and additional advance crossing signage to increase driver awareness

The roundabout improvement alternative also provides a safer crossing environment for pedestrians and bicyclists than the existing intersection control. The proposed roundabout intersection provides two-stage crossing opportunities for both pedestrians and bicyclists on the north approach and on the east approach. Two-staged crossings provide a median refuge between opposing directions of travel so that the pedestrian or bicyclist only needs to be concerned with crossing one direction of traffic at a time. Because vehicles must reduce speed to navigate the roundabout, a pedestrian or bicycle versus vehicle crash should be less severe than one at a signalized crossing. If desired, the existing RRFB installed on the east approach can be reinstalled at the proposed roundabout to enhance the visibility of crosswalk users.

Cost and Right-of-way Impacts

Preliminary opinion of probable cost for the final intersection design alternatives is summarized in Table 3. The total cost accounts for construction of the alternative, real estate acquisition, and design engineering. A more detailed breakdown of the opinion of probable cost for both alternatives is included in Appendix K. Opinions of probable cost are based on preliminary engineering and may change as design progresses.

The signal alternative cost includes the cost for signal equipment, a vehicle detection system, and the removal and relocation of the southern Kwik Trip driveway from the intersection. Right-of-way costs for signal pole placement in the northeast corner of the intersection and design engineering costs are also included. The alternative does not require roadway widening.

The three-leg roundabout alternative cost includes major construction items for the roundabout, right-of-way in the northeast and northwest corners for roadway alignment and sidewalk placement, and extension of the box culvert under the intersection. Design engineering costs are also included.

Table 3: Summary of Total Opinion of Probable Costs

Alternative	Total Opinion of Probable Cost
Signal at Green Coulee Road	\$530,000
Three-leg Roundabout at Green Coulee Road	\$2,010,000

Summary

The evaluation considered six alternatives (including a no build option) to address the safety and operational concerns at the Green Coulee Road and East Main Street intersection. Based on the evaluation, **Alternative 2 – Signal at Green Coulee Road** and **Alternative 5 – Three-leg Roundabout at Green Coulee Road** were identified as the two alternatives best suited for improving operations and safety at the Green Coulee Road intersection.

Both alternatives expect to reduce the number of conflict points at the intersection and eliminate existing prominent crash patterns, especially crashes involving vehicles turning onto East Main Street from Green Coulee Road and the Kwik Trip driveway. Although other crash patterns may occur due to the control change, overall safety is expected to improve.

The signal alternative significantly improves the delay experienced on Green Coulee Road by providing a protected signal phase for vehicles to safely access East Main Street. Compared to a no build option, delay is expected to be reduced significantly into the horizon year 2038 for vehicles on Green Coulee Road. East Main Street operations will also remain acceptable. The signal would be coordinated with the existing signals at the USH 53 ramp terminals to prioritize the progression of vehicles on the mainline and minimize queue lengths. The coordination would not adversely impact the ramp operations.

The signal alternative provides the most design flexibility to accommodate future improvements to the mainline or USH 53 ramp terminals and is the lowest cost improvement alternative with a total opinion of probable cost of approximately \$530,000.

The three-leg roundabout alternative also significantly improves the delay on Green Coulee Road, which, as an individual intersection, is expected to operate with less than 20 seconds of delay through the horizon year 2038. However, queues from the ramp signals may back up into the roundabout during peak traffic periods, which may again increase the delay for vehicles on Green Coulee Road to an unacceptable level.

Compared to the signal alternative, the roundabout does not provide much design flexibility. If capacity improvements are needed on the mainline or at the USH 53 ramp terminals in the future, the roundabout would likely need to be reconstructed into a different intersection type with more capacity. Additionally, the cost of the roundabout is significantly higher than the signal alternative with more impact to adjacent property and existing utilities. The total opinion of probable cost for the roundabout alternative is approximately \$2,010,000.

Recommendation

Based on the safety, operational, and cost evaluation of the two feasible alternatives, **Alternative 2 – Signal at Green Coulee** is recommended for the Green Coulee Road intersection. Compared to the three-leg roundabout alternative, the signal alternative offers similar safety and

MEMO

January 25, 2019

operational improvements at a significantly lower cost than the three-leg roundabout. The signal alternative also has less impact to the existing utilities and right-of-way. Additionally, the placement of the signals can offer more flexibility in design for future roadway modifications or expansions in comparison to the roundabout alternative. Over time, if operational concerns persist, more significant roadway improvements may be required, especially if improvements to the USH 53 ramps or a large development are proposed.

Therefore, based on the improvements to operations and safety as well as being the most cost effective and flexible alternative, a signal is recommended to be installed at the intersection of Green Coulee Road and East Main Street.



MSA
 ENGINEERING ARCHITECTURE (SURVEYING)
 PLANNING | PERMITS & ENVIRONMENTAL
 3000 242 7170 www.msa.com

E MAIN STREET at GREEN COULEE ROAD
 ONALASKA, WISCONSIN

ALTERNATIVE 1 - NO BUILD

SCALE
 0 50 100
 EXHIBIT: 1



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 PLANNING | PLANNING | ENVIRONMENTAL
 2915 KENNEDY DRIVE, SUITE 100, MADISON, WI 53704
 (608) 262-7770 www.msa.com

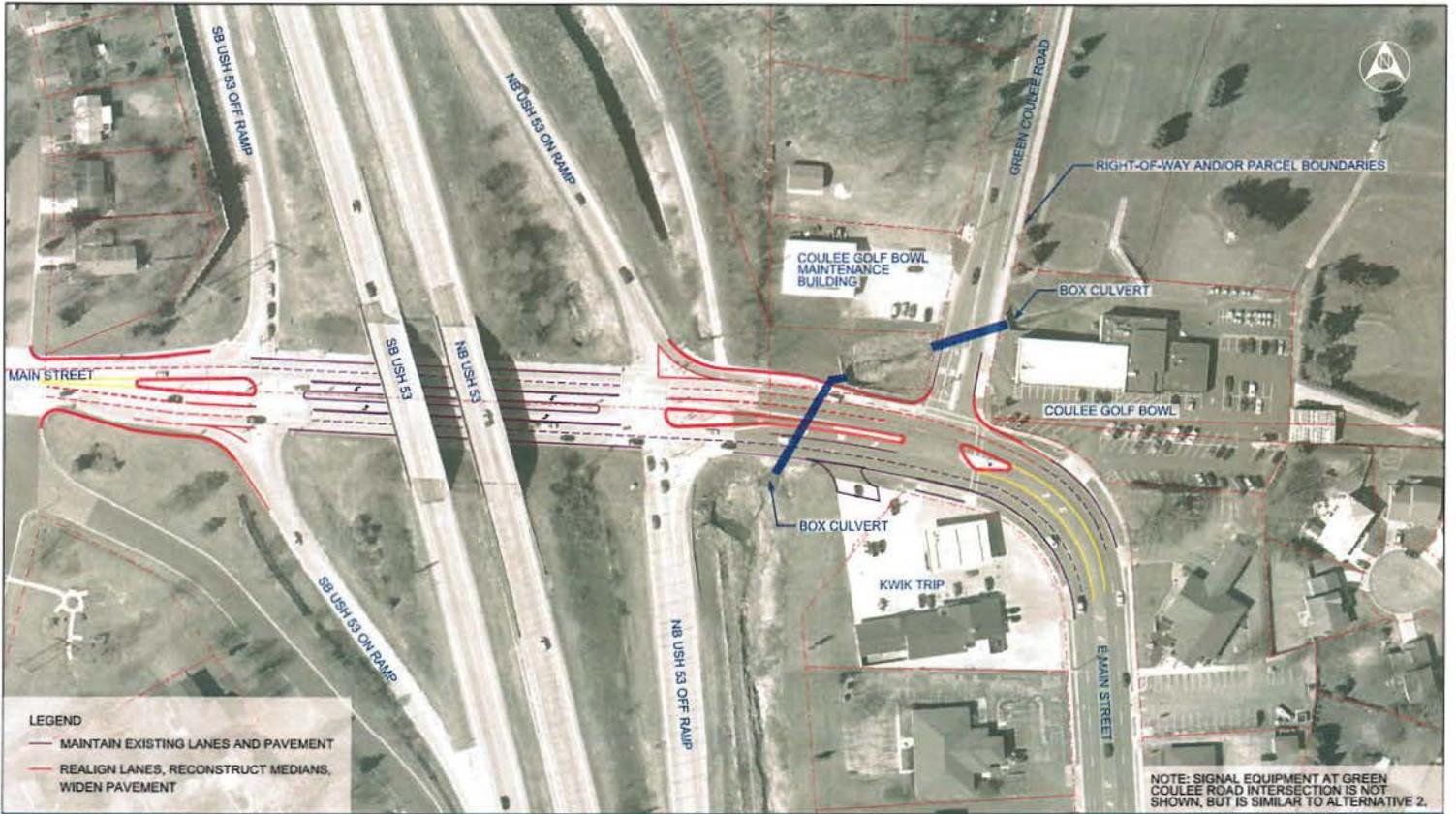
MAIN STREET at GREEN COULEE ROAD
 ONALASKA, WISCONSIN

ALTERNATIVE 2 - SIGNAL AT GREEN COULEE ROAD

SCALE
 0 50 100

EXHIBIT: 2

File Name: C:\Users\jgibson\OneDrive\Documents\Main Street Signal at Green Coulee.apx
 Alt 2 - Signal at Green Coulee.apx 1/18/2011 8:01:25 AM addendum

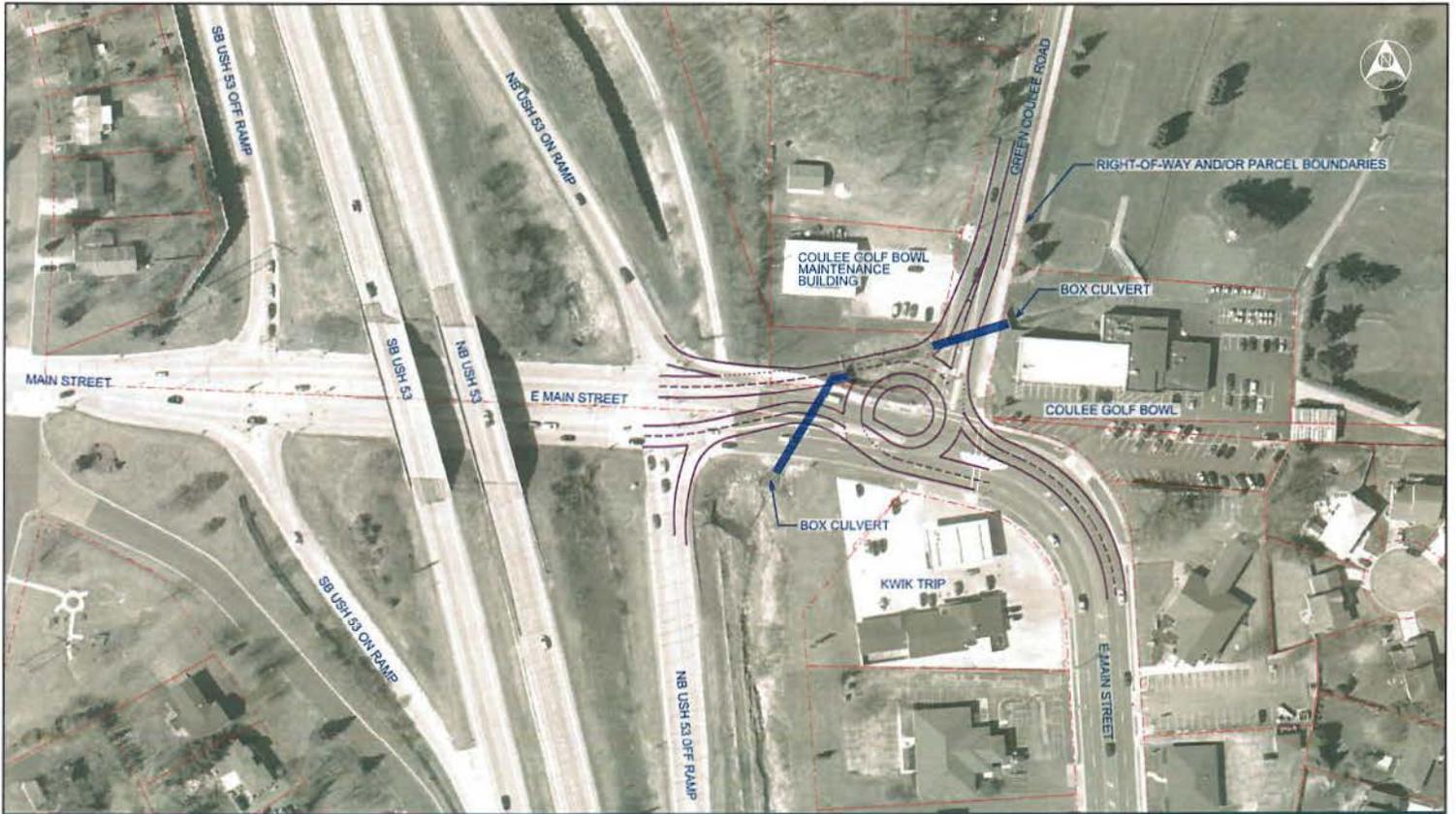


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 2701 International Blvd., Suite 200, Madison, WI 53704
 (608) 248-7777 www.msa.com
 #MSAcreatesolutions

MAIN STREET at GREEN COULEE ROAD
 ONALASKA, WISCONSIN

**ALTERNATIVE 3 - THREE-LANE EXPANSION
 WITH SIGNAL AT GREEN COULEE ROAD**

SCALE
 0 50 100
 EXHIBIT: 3



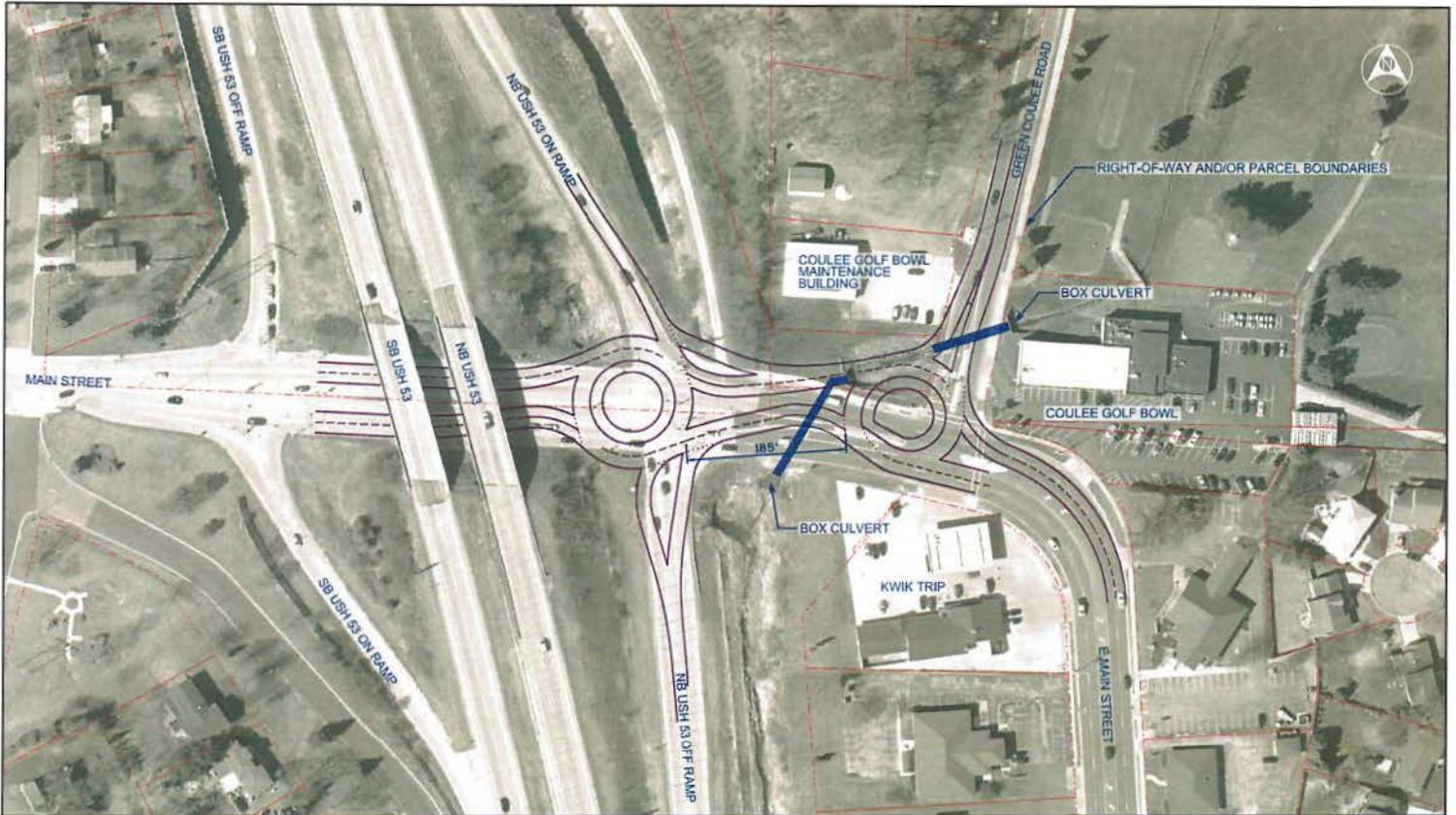
PROFESSIONAL ENGINEERS & SURVEYORS
 PLANNING & DESIGN SERVICES, INC.
 2700 PROGRESS ROAD, SUITE 400, MADISON, WI 53704
 (608) 242-2778 www.msa.com

MAIN STREET at GREEN COULEE ROAD
 ONALASKA, WISCONSIN

ALTERNATIVE 5 - THREE-LEG ROUNDABOUT
 AT GREEN COULEE ROAD



EXHIBIT: 5



 <p> <small> ENGINEERING & ARCHITECTURE SURVEYING PLANNING & PROGRAMS TRANSPORTATION PROJECT MANAGEMENT ENVIRONMENTAL (800) 242-7770 www.msa.com </small> </p>	<p> MAIN STREET at GREEN COULEE ROAD ONALASKA, WISCONSIN </p>	<p> ALTERNATIVE 6 - TWO-ROUNDABOUT CORRIDOR (USH 53 NB RAMPS AND GREEN COULEE ROAD) </p>	<p> <small>SCALE</small> <small>0 50 100</small> <small>EXHIBIT: 6</small> </p>
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File Name: C:\Users\jgarcia\OneDrive\Documents\2019\11\2019_11_22_AM\2019_11_22_AM.dwg
 AR 6 - Two Roundabout Corridor.dwg 1/18/2019 8:11:22 AM adarcia

Opinion of Probable Cost

Signal at Green Coulee Road

Item	Cost
Asphalt Pavement	\$ 10,000
Median Concrete	\$ 5,000
Concrete Driveway	\$ 25,000
Crushed Aggregate Base Course	\$ 2,000
Concrete Curb and Gutter	\$ 4,000
Excavation	\$ 4,000
Traffic Signal Equipment	\$ 220,000
Vehicle Detection System	\$ 20,000
Traffic Control	\$ 25,000
Lighting	\$ 10,000
Mobilization	\$ 30,000
Other Items	\$ 35,000
Construction Engineering & Contingencies	\$ 70,000
Total Construction Costs:	\$ 460,000
R/W	\$ 20,000
Design Engineering	\$ 50,000
Estimated Total Cost:	\$ 530,000

Three-leg Roundabout at Green Coulee Road

Item	Cost
Asphalt Pavement	\$ 250,000
Median Concrete (Colored)	\$ 80,000
Truck Apron Concrete (Colored)	\$ 20,000
Crushed Aggregate Base Course	\$ 35,000
Concrete Curb and Gutter	\$ 60,000
Excavation	\$ 45,000
Storm Sewer	\$ 75,000
Box Culvert Extension/Replacement	\$ 700,000
Traffic Control	\$ 100,000
Lighting	\$ 50,000
Mobilization	\$ 80,000
Other Items	\$ 145,000
Construction Engineering & Contingencies	\$ 130,000
Total Construction Costs:	\$ 1,770,000
R/W	\$ 40,000
Design Engineering	\$ 200,000
Estimated Total Cost:	\$ 2,010,000

February Board of Public Works



EST. 1851

Green Coulee Road Intersection Evaluation



EST. 1851

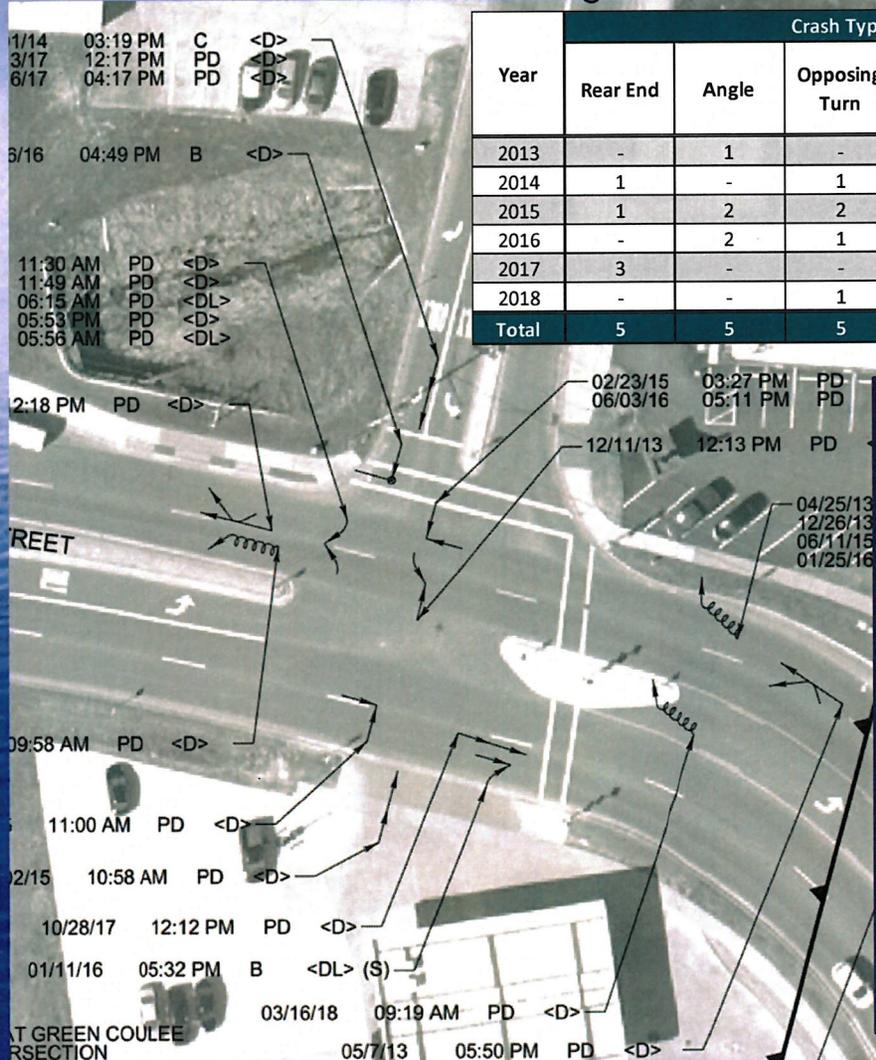


MSA

Study Area



Crash History (JAN '13–JUL '18)



Year	Crash Type						TOTAL	Severity				TOTAL
	Rear End	Angle	Opposing Turn	Side Swipe	Single Vehicle	Property Damage		Injury			Fatality	
								C	B	A		
2013	-	1	-	1	2	4	3	-	-	1	-	4
2014	1	-	1	-	-	2	1	1	-	-	-	2
2015	1	2	2	-	1	6	6	-	-	-	-	6
2016	-	2	1	1	1	5	3	-	2	-	-	5
2017	3	-	-	1	1	5	5	-	-	-	-	5
2018	-	-	1	-	1	2	2	-	-	-	-	2
Total	5	5	5	3	6	24	20	1	2	1	0	24

- 24 crashes in 5 ½ years
- 9 involving vehicles exiting Kwik Trip
- 12 involving vehicles exiting Green Coulee Rd
- 83% property damage only

AT GREEN COULEE
SECTION

Project Goals

- Improve traffic operations at Green Coulee Rd intersection
- Improve safety at Green Coulee Rd intersection
- Improvement should be cost effective
- Improvement should provide design flexibility for future improvements to East Main St and/or USH 53 ramp terminals

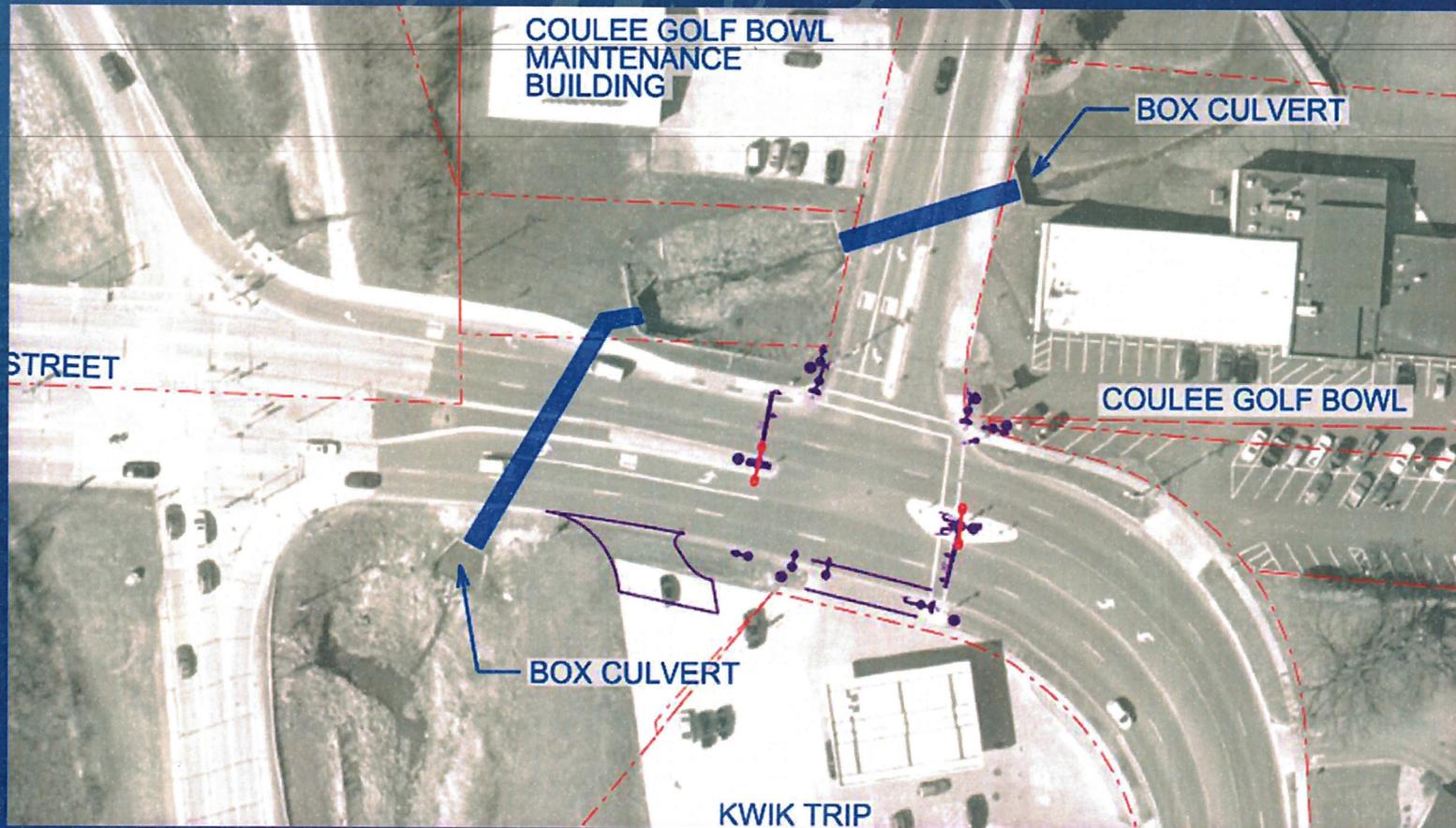
Alternatives Evaluation

- Six alternatives developed and discussed with City and Wisconsin DOT staff
- Alternative 1 – No Build



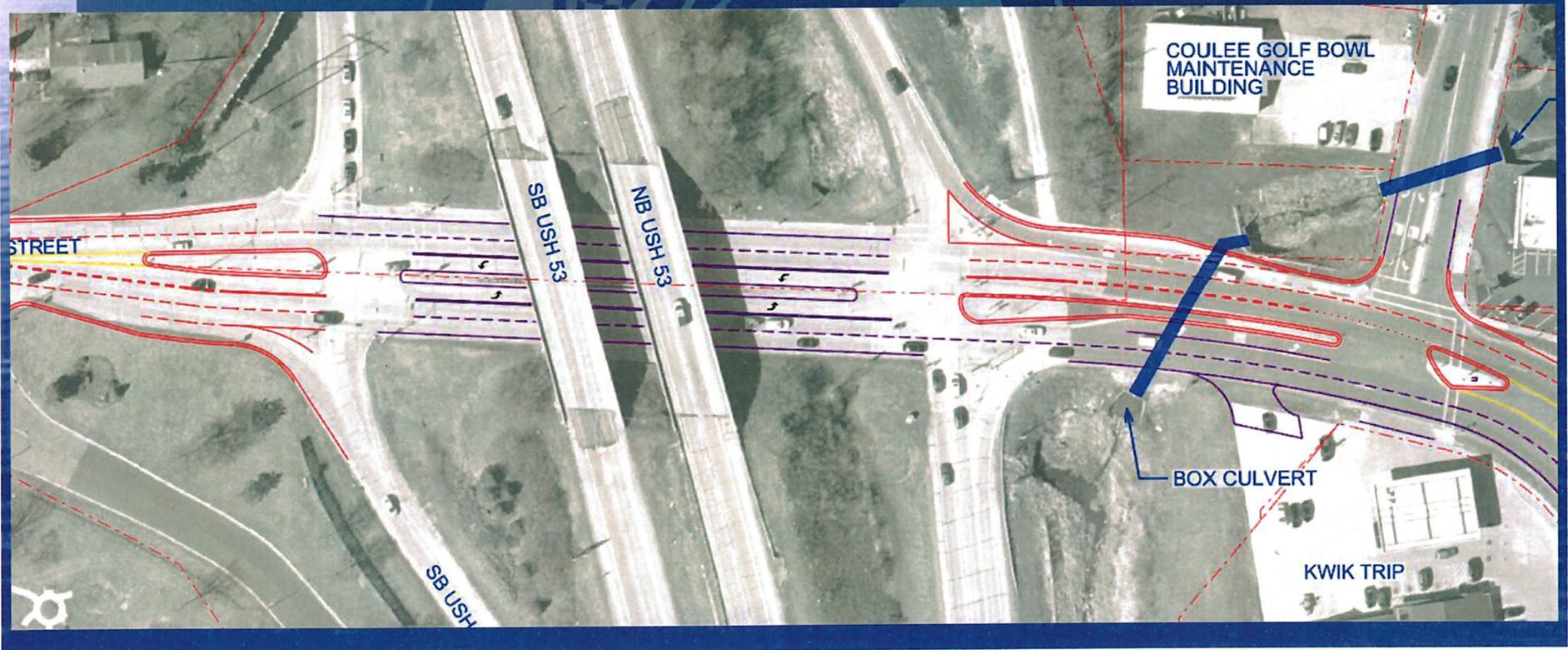
Alternatives Evaluation

- Alternative 2: Signal at Green Coulee Rd



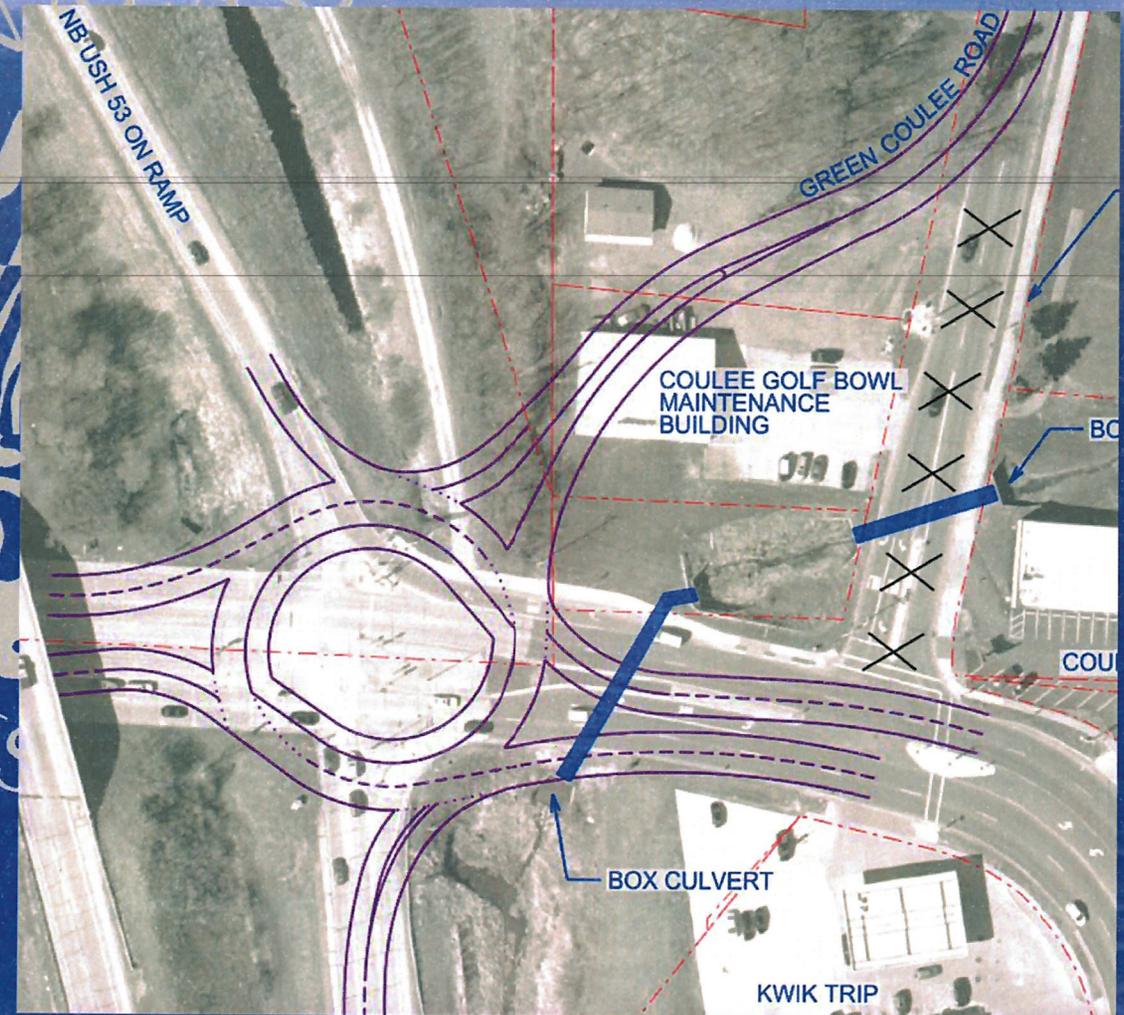
Alternatives Evaluation

- Alternative 3: Three-lane Expansion with Signal at Green Coulee Rd



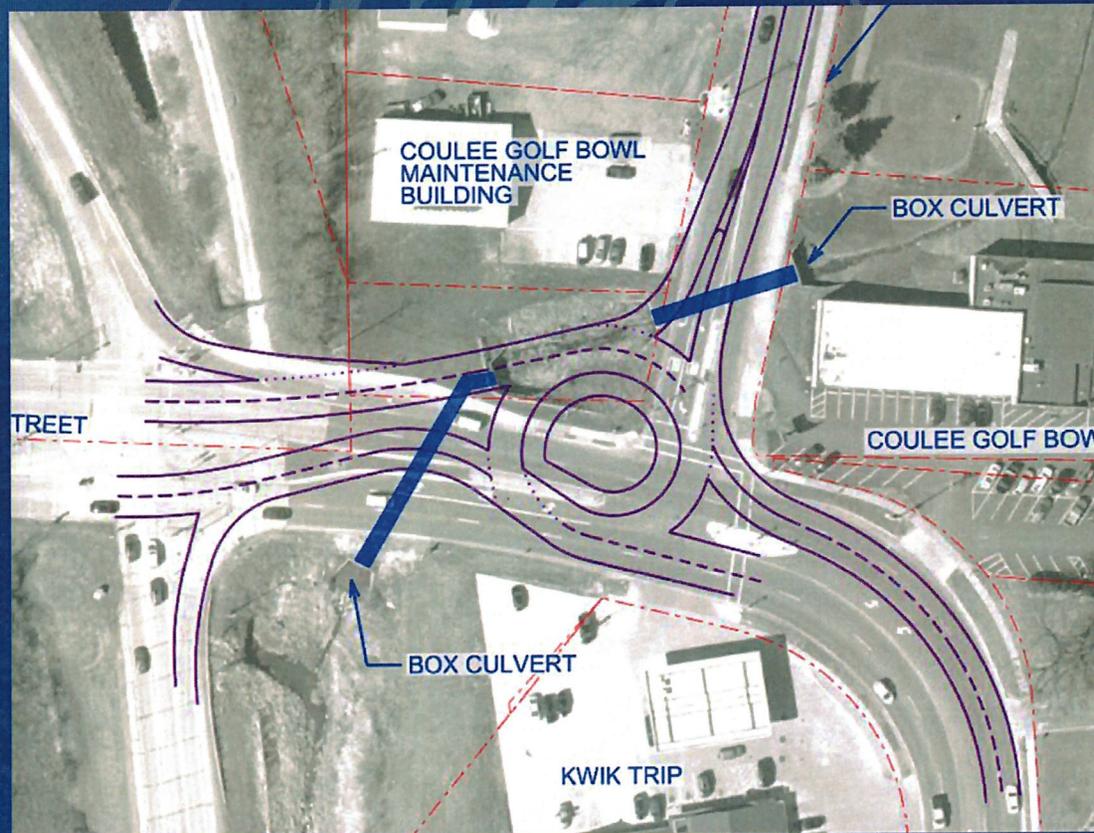
Alternatives Evaluation

- Alternative 4:
Five-leg
Roundabout



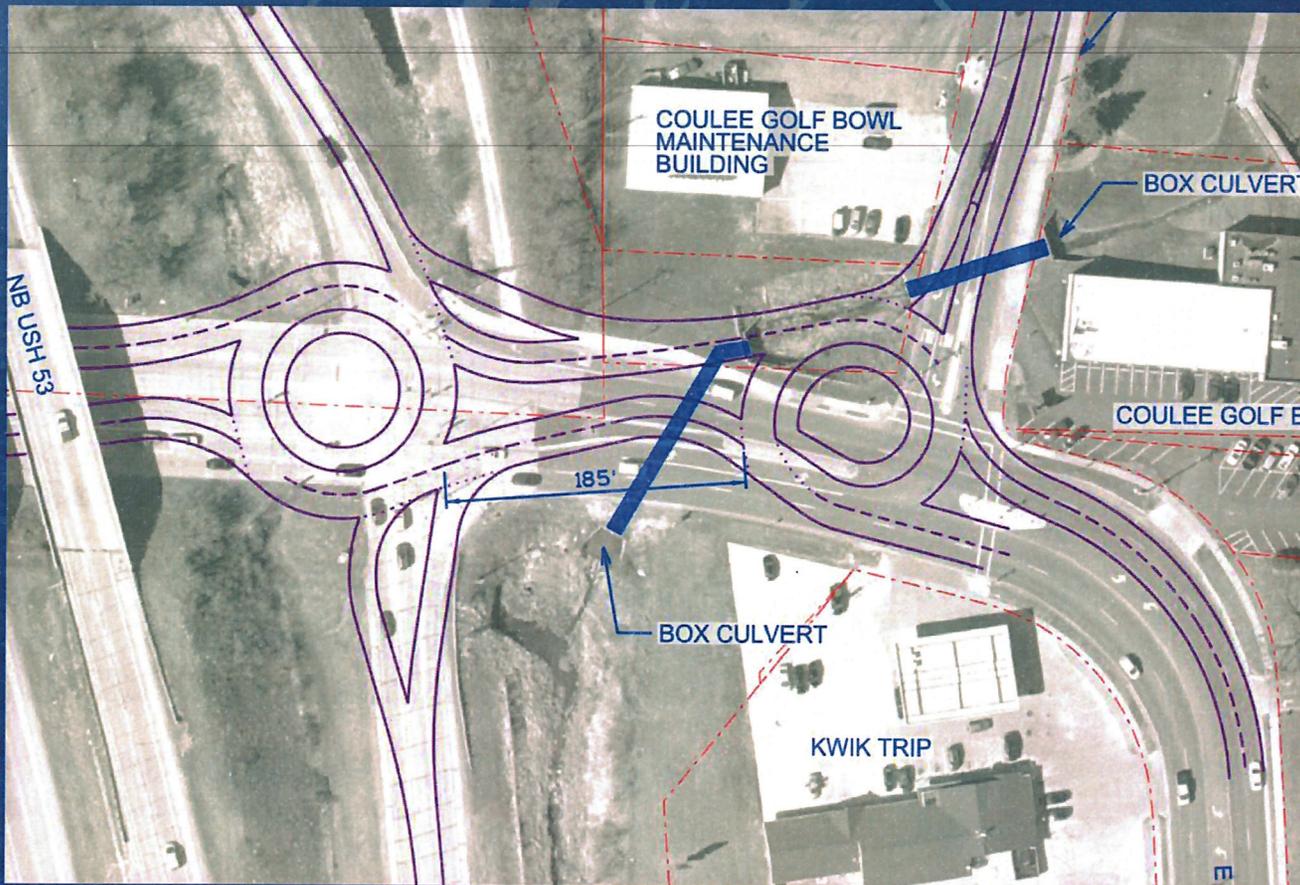
Alternatives Evaluation

- Alternative 5: Three-leg Roundabout



Alternatives Evaluation

- Alternative 6: Two-roundabout Corridor



Final Alternative Selection

Alternative	Improves Operations and Safety at Green Coulee Rd?	Recommended for Further Study?	Comments
Alternative 1 – No Build	No	No	Does not meet project goals.
Alternative 2 – Signal at Green Coulee Road	Yes	Yes	Meets project goals. Lowest cost improvement.
Alternative 3 – Three-lane Expansion with Signal at Green Coulee Road	Yes	No	Much higher cost than Alternative 2 with little operational benefit.
Alternative 4 – Five-leg Roundabout (USH 53 NB Ramps + Green Coulee Road)	Yes	No	Undesirable queuing on WB East Main Street. Higher expense than other alternatives. WisDOT prefers not adding Green Coulee Road to their ramp terminal.
Alternative 5 – Three-leg Roundabout at Green Coulee Road	Yes	Yes	Meets project goals.
Alternative 6 – Two-roundabout Corridor (USH 53 NB Ramps and Green Coulee Road)	Yes	No	Meets project goals, but no benefit over Alternatives 2 or 5 and with much higher cost.

Final Alternatives Comparison

Criteria	Signal at Green Coulee Rd	Three-leg Roundabout at Green Coulee Rd
Traffic Operations on Green Coulee Rd		
Safety		
Design Flexibility		
Cost		

Final Alternatives Comparison

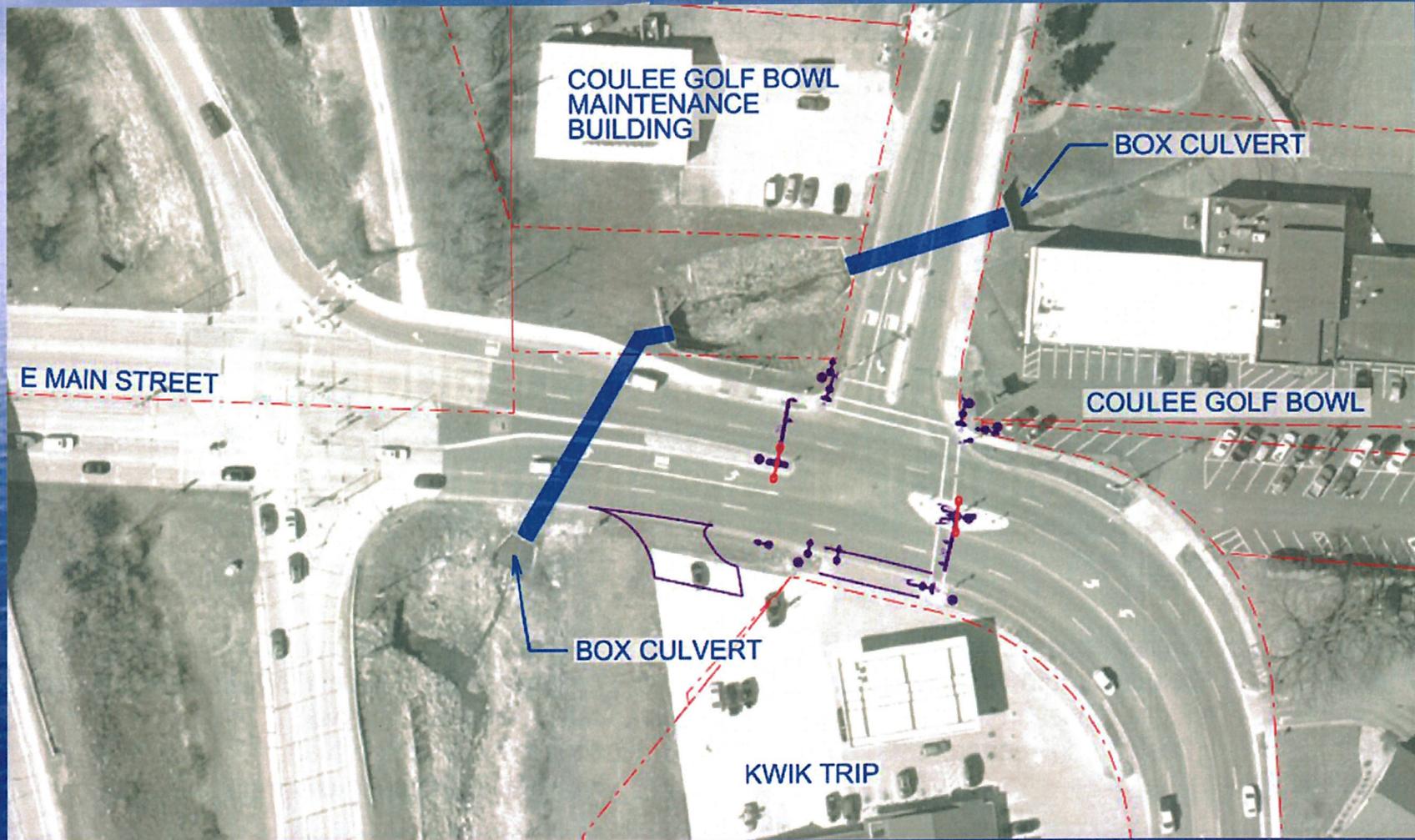
Criteria	Signal at Green Coulee Rd	Three-leg Roundabout at Green Coulee Rd
Traffic Operations on Green Coulee Rd	<ul style="list-style-type: none"> • Improved compared to existing • ~1 minute of delay in year 2038 	
Safety	<ul style="list-style-type: none"> • Relocating Kwik Trip driveway reduces conflict points and eliminates prominent crash pattern between Kwik Trip and Green Coulee Rd drivers • Dedicated signal phase for vehicles on Green Coulee Rd • Dedicated WALK signal gives priority to pedestrians/bicyclists 	
Design Flexibility	<ul style="list-style-type: none"> • Yes 	
Cost	<ul style="list-style-type: none"> • Signal equipment, vehicle detection system, relocation of Kwik Trip driveway • Right-of-way in NE corner for pole placement • Design engineering costs <p>\$530,000</p>	

Final Alternatives Comparison

Criteria	Signal at Green Coulee Rd	Three-leg Roundabout at Green Coulee Rd
Traffic Operations on Green Coulee Rd	<ul style="list-style-type: none"> • Improved compared to existing • ~1 minute of delay in year 2038 	<ul style="list-style-type: none"> • Improved compared to existing • ~16 seconds of delay in year 2038 • Traffic from NB ramp terminal may backup into roundabout, which would increase delay for vehicles on Green Coulee Rd
Safety	<ul style="list-style-type: none"> • Relocating Kwik Trip driveway reduces conflict points and eliminates prominent 	<ul style="list-style-type: none"> • Right-angle • Pedestrians/bicyclists
Design Flexibility	<ul style="list-style-type: none"> • Yes 	<ul style="list-style-type: none"> • Minimal
Cost	<ul style="list-style-type: none"> • Signal equipment, vehicle detection system, relocation of Kwik Trip driveway • Right-of-way in NE corner for pole placement • Design engineering costs <p>\$530,000</p>	<ul style="list-style-type: none"> • Intersection reconstruction • Right-of-way in NE and NW corners for roadway alignment and sidewalk • Extension of box culvert • Design engineering costs <p>\$2,010,000</p>

**Final Recommendation:
Signal at Green Coulee Rd**

Signal at Green Coulee Road



STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#11

Project/Item Name:

Abbey Road Project

Location:

Abbey Road

Requested Action:

Approval of amendment

Staff Report/Description:

Abbey Road storm sewer design calculations showed an existing drainage pipe from Abbey Road to the Wis. DOT right of way is undersized for relaying the storm water runoff from the Abbey Road area. Staff instructed SEH to work on a design of a replacement pipe properly sized to take this water from Abbey Road to the Wis. DOT right of way. This design amendment is compensation for that work. This pipe replacement will be added to the bid as an add alternate bid allowing the City options for award based upon bids received.

Attachments:

Letter Agreement – 1

Agreement for Professional Services

This Agreement is effective as of December 3, 2018, between City of Onalaska (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: Additional design engineering services for the Abbey Road Reconstruction project.

Client's Authorized Representative: Jarrod Holter, PE
Address: 415 Main Street
Onalaska, WI 54650
Telephone: 608.781.9537 **email:** jholter@onalaskawi.gov

Project Manager: Jeremy Tomesh, PE
Address: 329 Jay Street, Suite 301
La Crosse, WI 54601
Telephone: 608.498.4947 **email:** jtomesh@sehinc.com

Scope: The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 07.14.16), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

This work is an amendment to the Abbey Road Reconstruction Design contract dated July 6, 2018. See Attachment A for scope of services for this additional work.

Schedule: See Attachment A for schedule.

Payment: The fee is hourly estimated to be \$8,400.00 including expenses and equipment.

This Agreement for Professional Services, attached General Conditions, Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:
See Attachment B.

\\seh\lx1\projects\kololonalal\147625\1-gen\10-setup-cont\02-contract\amend_2\abbey road reconstruction_additional services amendment.docx

Short Elliott Hendrickson Inc.

City of Onalaska

By: 
Jeremy J. Tomesh, PE
Title: Project Manager

By: _____
Title: _____



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for All of Us®

Attachment A

January 31, 2019

RE: Proposal for Additional Services
Abbey Road Reconstruction
SEH No. ONALA 147625

Jarrold Holter, PE
City Engineer/Director of Public Works
City of Onalaska
415 Main Street
Onalaska, WI 54650

Dear Mr. Holter:

Thank you for the opportunity to provide professional services for the Abbey Road Reconstruction project. During our last progress meeting(s), it was identified and requested that additional work be performed to survey and design the driveways on the south end of the project, as well as the storm water discharge pipe at the intersection of Abbey and Commerce Road. Furthermore, two bid alternates were established for storm sewer trunk line replacement east to the USH 53 right-of-way utilized elliptical pipe, or box culvert. Updated modeling, plan sheets revisions, and specification and special provisions were modified for the work. Below is a summary of the services to complete the additional requested work:

SCOPE OF SERVICE

- I. Topographic Survey
 - a. Contact Diggers Hotline to mark existing utilities
 - b. Complete topographic survey
 - c. Survey existing utilities
 - d. Research existing drainage easements

Subtotal: \$1,250 (includes equipment and vehicle expenses)

- II. Street and Drainage Design
 - a. Import topographic and utility data
 - b. Design driveways and update project grading corridor model
 - c. Size and design storm sewer outfall pipe for two alternates
 - d. Create plan sheet, details, compute quantities, and create construction estimate
 - e. Update and create special provisions for the construction contract

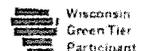
Subtotal: \$6,200

- III. Permits
 - a. Draft and submit WisDOT work on right-of-way permit
 - b. Correspond with WisDOT on permit application
 - c. Update WDNR site construction and storm water permit

Subtotal: \$950

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 329 Jay Street, Suite 301, La Crosse, WI 54601-4034
SEH is 100% employee-owned | sehinc.com | 608.782.3161 | 888.908.8166 fax



Attachment A

Total Design Services: \$8,400

SCHEDULE

This work will be completed promptly and will be included in the final set of plans and specifications for bidding and will be available for review two weeks before the February 8th bid posting. The storm sewer trunk line replacement at Commerce and Abbey Road, going east to the USH 53 right-of-way will be created as a two bid alternates.

We look forward to continue working with you and your staff on this important project. Please contact me at 608.498.4947 or by e-mail jtomes@sehinc.com ,if you have any questions or if you need additional information.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Jeremy Tomesh, PE
Project Manager

JJT

Agreement for Professional Services

This Agreement is effective as of December 3, 2018, between City of Onalaska (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: Additional design engineering services for the Abbey Road Reconstruction project.

Client's Authorized Representative: Jarrold Holter, PE
Address: 415 Main Street
Onalaska, WI 54650
Telephone: 608.781.9537 **email:** jholter@onalaskawi.gov

Project Manager: Jeremy Tomesh, PE
Address: 329 Jay Street, Suite 301
La Crosse, WI 54601
Telephone: 608.498.4947 **email:** jtomesh@sehinc.com

Scope: The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 07.14.16), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

This work is an amendment to the Abbey Road Reconstruction Design contract dated July 6, 2018. See Attachment A for scope of services for this additional work.

Schedule: See Attachment A for schedule.

Payment: The fee is hourly estimated to be \$4,800.00 including expenses and equipment.

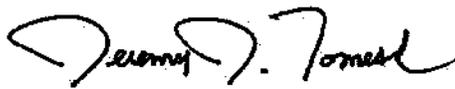
This Agreement for Professional Services, attached General Conditions, Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:
See Attachment B.

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Short Elliott Hendrickson Inc.

City of Onalaska

By: 

Jeremy J. Tomesh, PE
Title: Project Manager

By: _____
Title: _____



Building a Better World
for All of Us®

Attachment A

January 3, 2019

RE: Proposal for Additional Services
Abbey Road Reconstruction
SEH No. ONALA 147625

Jarrold Holter, PE
City Engineer/Director of Public Works
City of Onalaska
415 Main Street
Onalaska, WI 54650

Dear Mr. Holter:

Thank you for the opportunity to provide professional services for the Abbey Road Reconstruction project. During our last progress meeting, it was identified and requested that additional work be performed to survey and design the driveways on the south end of the project, as well as the storm water discharge pipe at the intersection of Abbey and Commerce Road. Below is a summary of the services to complete the additional requested work:

SCOPE OF SERVICE

- I. Topographic Survey
 - a. Contact Diggers Hotline to mark existing utilities
 - b. Complete topographic survey
 - c. Survey existing utilities
 - d. Research existing drainage easements

Subtotal: \$1,250 (includes equipment and vehicle expenses)

- II. Street and Drainage Design
 - a. Import topographic and utility data
 - b. Design driveways and update project grading corridor model
 - c. Size and design storm sewer outfall pipe
 - d. Create plan sheet, details, compute quantities, and create construction estimate

Subtotal: \$2,600

- III. Permits
 - a. Draft and submit WisDOT work on right-of-way permit
 - b. Correspond with WisDOT on permit application
 - c. Update WDNR site construction and storm water permit

Subtotal: \$950

Total Design Services: \$4,800

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 329 Jay Street, Suite 301, La Crosse, WI 54601-4034
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Attachment A

Jarrod Holter, PE
January 3, 2019
Page 2

SCHEDULE

This work will be completed promptly and will be included in the final set of plans and specifications for bidding and will be available for review for the January 2019 progress meeting. The storm sewer trunk line replacement at Commerce and Abbey Road, going east to the USH 53 right-of-way will be created as a bid alternate.

We look forward to continue working with you and your staff on this important project. Please contact me at 608.498.4947 or by e-mail jtomesh@sehinc.com, if you have any questions or if you need additional information.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

A handwritten signature in black ink that reads "Jeremy Tomesh". The signature is written in a cursive style with a large initial "J" and "T".

Jeremy Tomesh, PE
Project Manager

JJT

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#12

Project/Item Name:

6th & Quincy lift station

Location:

6th Avenue North & Quincy Street

Requested Action:

Approval of professional engineering
services

Staff Report/Description:

City staff will be main contact and administer day to day construction observation for the project. Strand Associates will assist with shop drawing review and final punch list for the project.

Attachments:

Letter Agreement – 1

Task Order No. 19-01
City of Onalaska, Wisconsin (OWNER)
and Strand Associates, Inc.® (ENGINEER)
Pursuant to the Agreement for Technical Services dated December 19, 2014

Project Information

Project Name: 6th and Quincy Street Pumping Station

Services Description: Provide construction-related services during reconstruction of the existing 6th and Quincy Pumping Station.

Scope of Services

ENGINEER will provide the following services to OWNER:

1. Prepare three sets of Contract Documents for signature.
2. Prepare a list of project shop drawings.
3. Receive and review electrical and structural/architectural-related shop drawings, and correspond with contractor and/or supplier. Provide up to eight hours to review mechanical/process-type shop drawings if requested by OWNER.
4. Prepare agenda and attend preconstruction meeting via teleconference.
5. Attend up to two site visits by electrical, structural, and civil staff (up to three staff members per visit, as required) for observation of construction progress. In furnishing observation services, ENGINEER's efforts will be directed toward determining for OWNER that the completed project will, in general, conform to the Contract Documents; but ENGINEER will not supervise, direct, or have control over the contractor's work and will not be responsible for the contractor's construction means, methods, techniques, sequences, procedures, or health and safety precaution programs, or for the contractor's failure to perform the construction work in accordance with the Contract Documents.
6. Assist OWNER with questions throughout construction.
7. Assist with up to three change order reviews.
8. Participate in up to three construction progress meetings via teleconference.
9. Attend pumping station startup and testing meeting.
10. Provide record drawings in portable document file format from information compiled from contractor's records. ENGINEER is providing drafting Services only for record drawings based on the records presented to ENGINEER by contractor and OWNER. ENGINEER will not be liable for the accuracy of the record drawing information provided by contractor and OWNER.

OWNER REVIEW

City of Onalaska
Task Order No. 19-01
Page 2
Date {_____}

DRAFT

Compensation

OWNER shall compensate ENGINEER for Services under this Task Order on an hourly rate basis plus expenses an estimated fee of \$33,000.

Schedule

Services will begin upon execution of this Task Order, which is anticipated on February 5, 2019. Services are scheduled for completion on December 31, 2019.

TASK ORDER AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

STRAND ASSOCIATES, INC.®

DRAFT

Matthew S. Richards Date
Corporate Secretary

OWNER:

CITY OF ONALASKA

DRAFT

Joe Chilsen Date
Mayor

Caroline Burmaster Date
City Clerk

NOT FOR
SIGNATURE
DRAFT

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#13

Project/Item Name:

Parking restrictions

Location:

various

Requested Action:

Discussion on parking restrictions

Staff Report/Description:

City staff has brought forward areas of parking concerns. Typically these would move forward to the next month meeting to receive public input prior to a decision being made.

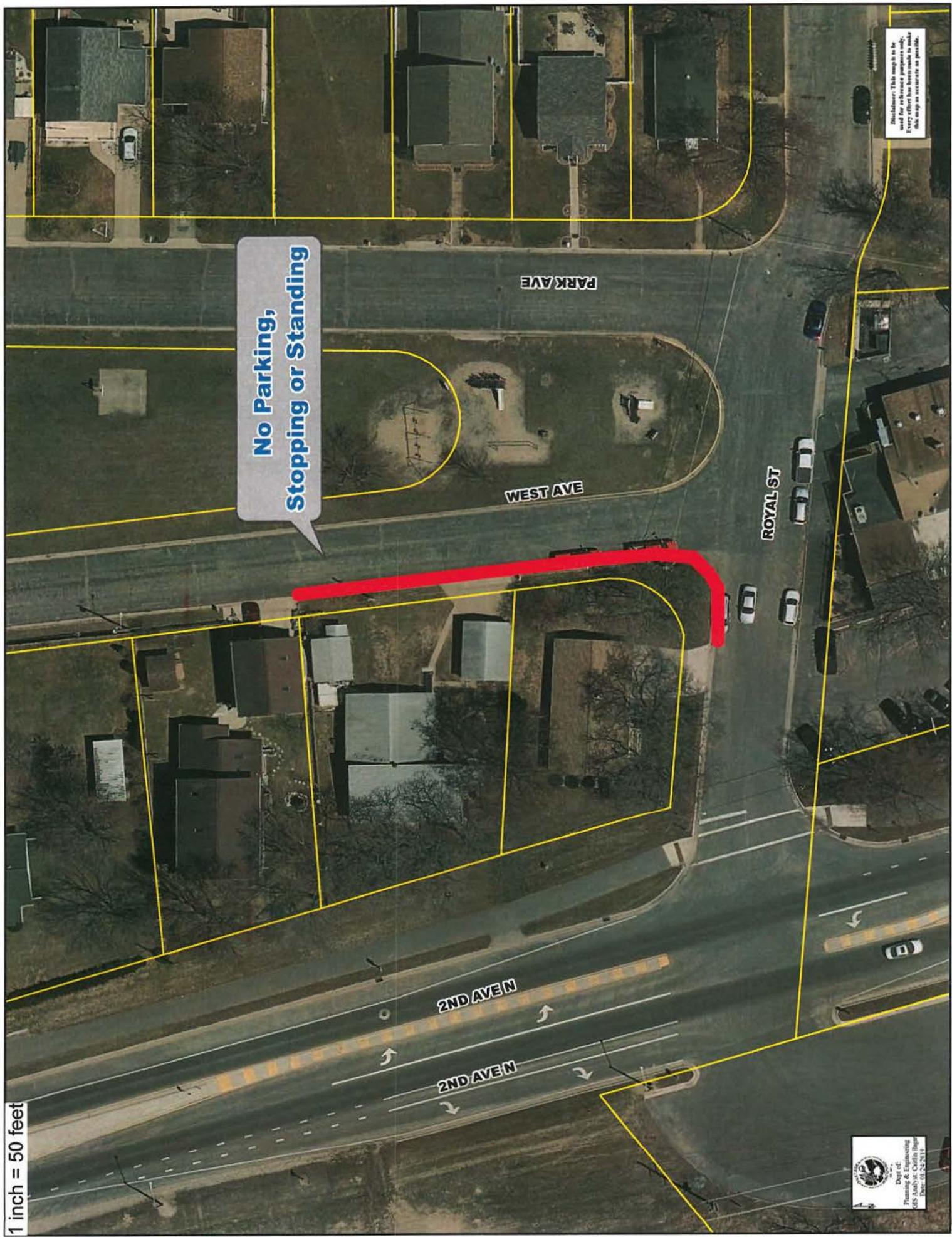
Attachments:

maps

1 inch = 50 feet

**No Parking,
Stopping or Standing**

Disclaimer: This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.



1 inch = 50 feet

**No Parking,
Stopping or Standing**

Disclaimer: This map is to be used for informational purposes only. Every effort has been made to make this map as accurate as possible.



1 inch = 50 feet



Dept of Planning & Engineering
City of Austin, Texas
800.252.2019

SAND LAKE RD

13TH AVENUE

No Parking
Nov 15 - Apr 1



Disclaimer: This map is to be used for informational purposes only. Every effort has been made to make this map as accurate as possible.

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#14

Project/Item Name:

Public Works Facility expansion

Location:

252 Mason Street

Requested Action:

Approval of services

Staff Report/Description:

HSR was original architect for Public Works Facility which was constructed in 2007. Attached proposal would proceed with design and bidding of the addition of heated storage to the West end of the existing structure.

Attachments:

Agreement for services



HSR Associates

Celebrating **60 Years** of Innovative Design
100 Milwaukee Street
LaCrosse, WI 54603
608.784.1830
www.hsrannciates.com

January 7, 2019

City of Onalaska Public Works Facility
252 Mason Street
Onalaska, WI 54650

Attention: Mr. Jarrod Holter
Reference: City of Onalaska Public Works Facility
Building Study & Budgets

Jarrod: HSR is pleased to provide the City of Onalaska with a fee proposal for a new addition to their existing public works facility at Mason Street. The project and scope are described as follows and as shown in Exhibit B to this proposal.

I. BUILDING DESCRIPTION

HSR prepared a preliminary site plan, floor plan and elevation for a 60'x156' heated addition to the west of the existing unheated storage building. We are not including the alternate plan. A general description is as follows:

1. The addition will be insulated and heated – ceiling hung gas fired heaters.
2. Basic electrical outlets per code (1 per column bay at all walls min). Add a couple 220V for portable welders or spray washers etc. Assumption is that the new electric can connected in to the existing building service.
3. Basic plumbing; gas for the overhead heaters, and a couple inside and outside water spigots run from the existing building (1 at each inside/outside N, S E and W walls. Floor trench as shown and related underground piping. No new restrooms or wash type sinks are included.
4. Sprinklers are planned for, but we are unsure if they can be added to the existing water service.
5. Metal wall liner panels inside to 8'. No metal roof liner panels.
6. Basically the same finishes and colors at the exterior as the existing (see elevation).
7. There are some grid / column location questions to review and comment on during final building development.
8. 3" insulated overhead doors with 2 levels of glass windows (continuous glass is only available in 2" thick doors).
9. Site grading and new concrete / bituminous and curb cut as shown.
10. There will have to be an evaluation for storm water management by our civil engineer. Cost for any significant stormwater management scenarios is not included in the budget at this time, nor are they anticipated.
11. No overhead crane or other significant equipment included.
12. Including openings into the existing building per the preliminary plan.

II. SCOPE OF SERVICES

HSR will provide Design Development, Construction Documents, Bidding Services, and Construction Administration (CA) required to complete the project. CA to generally consist of; review of shop drawings, resolution of questions during construction and issuing construction bulletins and/or change orders as required, review of construction to assure that it meets the intent of the construction documents, attendance at construction meetings 2x per month, and including a prebid conference, preconstruction conference, and final punchlist of the project and issuing final completion compliance paperwork as described in the specifications. HSR will roll this proposal into an AIA Architect / Owner Agreement once approval of this proposal is received.

III. PRELIMINARY SCHEDULE

HSR proposes the following preliminary schedule. *Note that the final schedule will be dependent upon the General Contractors workloads and other factors that we have no control over.*

HSR Approval to Proceed	January 2019
HSR Completion of CDs & Out to Bid	Mid-April 2019 (<i>Note that HSR cannot really get going on the project until March</i>)
Bids Due	Early May 2019
Construction Start	May 2019
Substantial Completion	January 2020
Construction Complete	May 2020 (<i>Assumes that some sitework will be completed in Spring of 2020</i>)

IV. PROJECT ESTIMATED CONSTRUCTION BUDGET

1. General Conditions and Site Work	\$ 90,000.00
2. General Building Construction	\$ 680,000.00
3. Plumbing and Sprinkler Systems	\$ 75,000.00
4. HVAC	\$ 24,000.00
5. Electrical	\$ 64,000.00
SUB-TOTAL	\$ 933,000.00

Other Costs:

6. Project Contingency (5% of the Sub-Total)	\$ 46,650.00
7. Volatility in the Market (10% of Sub-Total)	\$ 93,300.00
SUB-TOTAL	\$ 139,950.00

PROJECT CONSTRUCTION TOTAL EST: \$1,072,950.00

V. A/E COMPENSATION:

1. Architectural 4%	\$ 43,000.00
2. Structural	\$ 9,000.00
3. Civil	\$ 8,000.00
4. Mechanical, Electrical & Plumbing 2%	\$ 21,500.00 <i>(Note that if the City would like to have the general contractors bid the MEP as "Design-Build" we would discount this cost to \$4,000 (we still have to write descriptions etc.)</i>
FEE TOTAL	\$ 81,500.00

Reimbursable Estimate includes but may not be limited to: Soils borings \$2200; State and Local Review Fees \$1200.

VI. ADDITIONALL SERVICES:

Additional Services, when authorized by the Client in writing, are to be billed in addition to the Professional Fees quoted above. Services will be invoiced on an hourly rate basis, using the Architect's and Consultants' annual hourly Rate Schedules. Estimates for Additional Services will be given upon request. Our principals and staff are committed to exceeding your expectations, and are very appreciative of this opportunity.

If you have further questions please do not hesitate to contact us. We look forward to working with you on this project.

Sincerely,
HSR Associates, Inc.



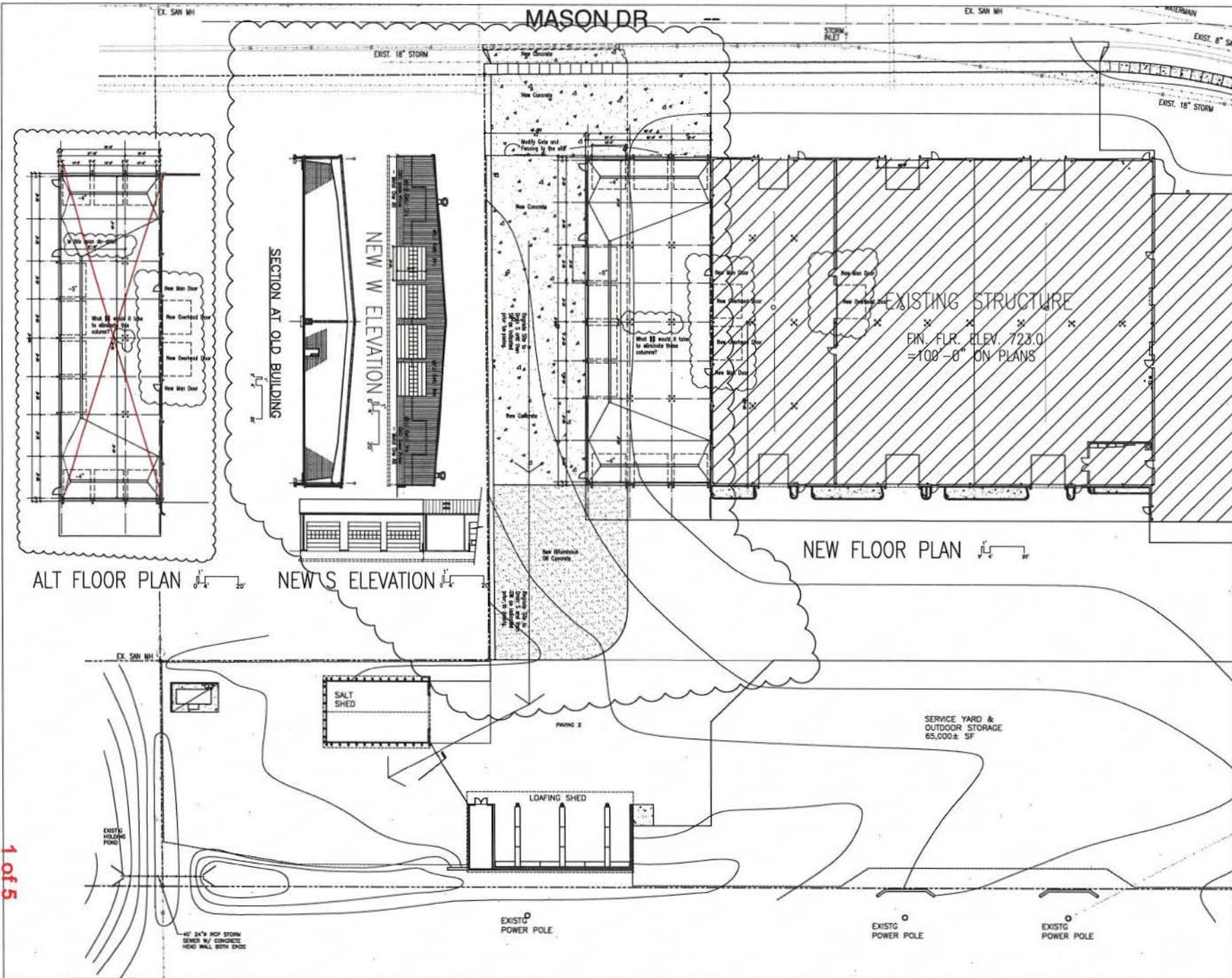
Daniel L. Blumer, AIA
Director, HSR Board of Directors

If You agree to this fee proposal please sign and return and HSR will get this scheduled into our workload and will proceed to complete an AIA contract for review andn signature as required.

Thank You!

Name (Print): _____ Title: _____

Signature: _____ Date: _____



ARCHITECTURE
ENGINEERING
INTERIOR DESIGN



HSR ASSOCIATES INC.
100 MILWAUKEE STREET
LA CROSSE, WISCONSIN
PHONE 608/784-1000
FAX 608/782-8844
WEB SITE: www.hsrassoc.com

City of Onalaska Public Works
Building Addition to the Onalaska Campus

253 MASON STREET
ONALASKA, WI

10841

AUGUST 2018

D. BILMNER

REVIEW

NOT FOR CONSTRUCTION

EXHIBIT B

8-25-18

A100

1 of 5



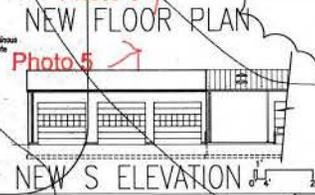
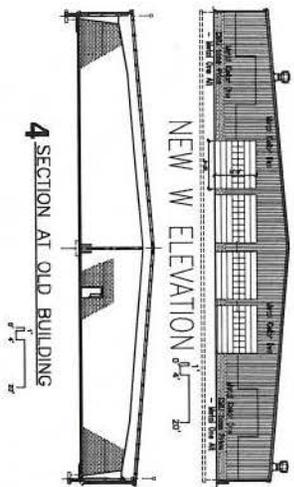
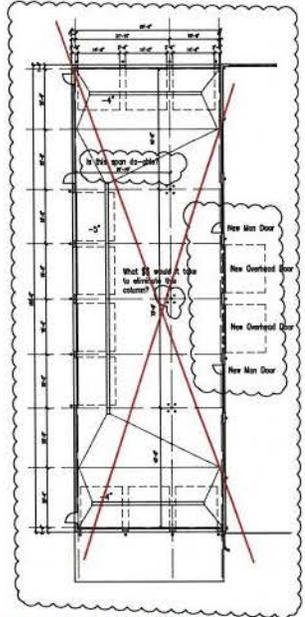
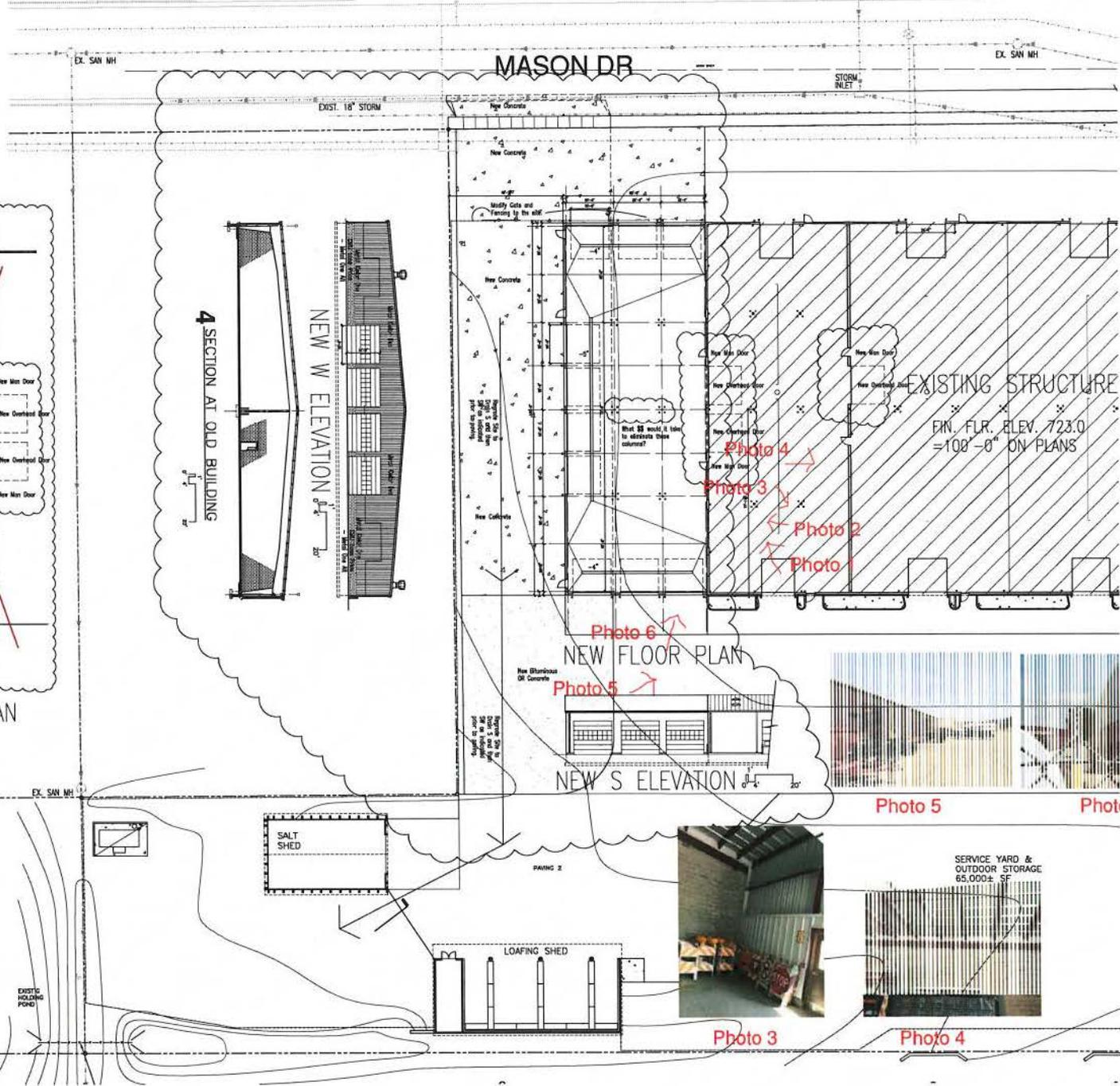


Photo 1



Photo 2



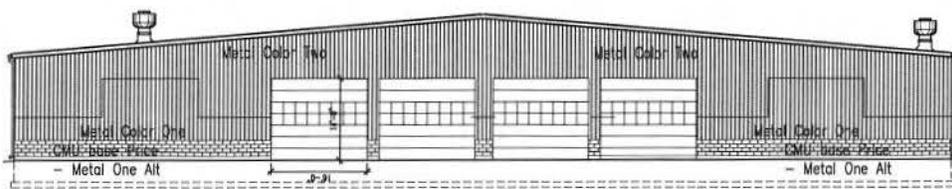
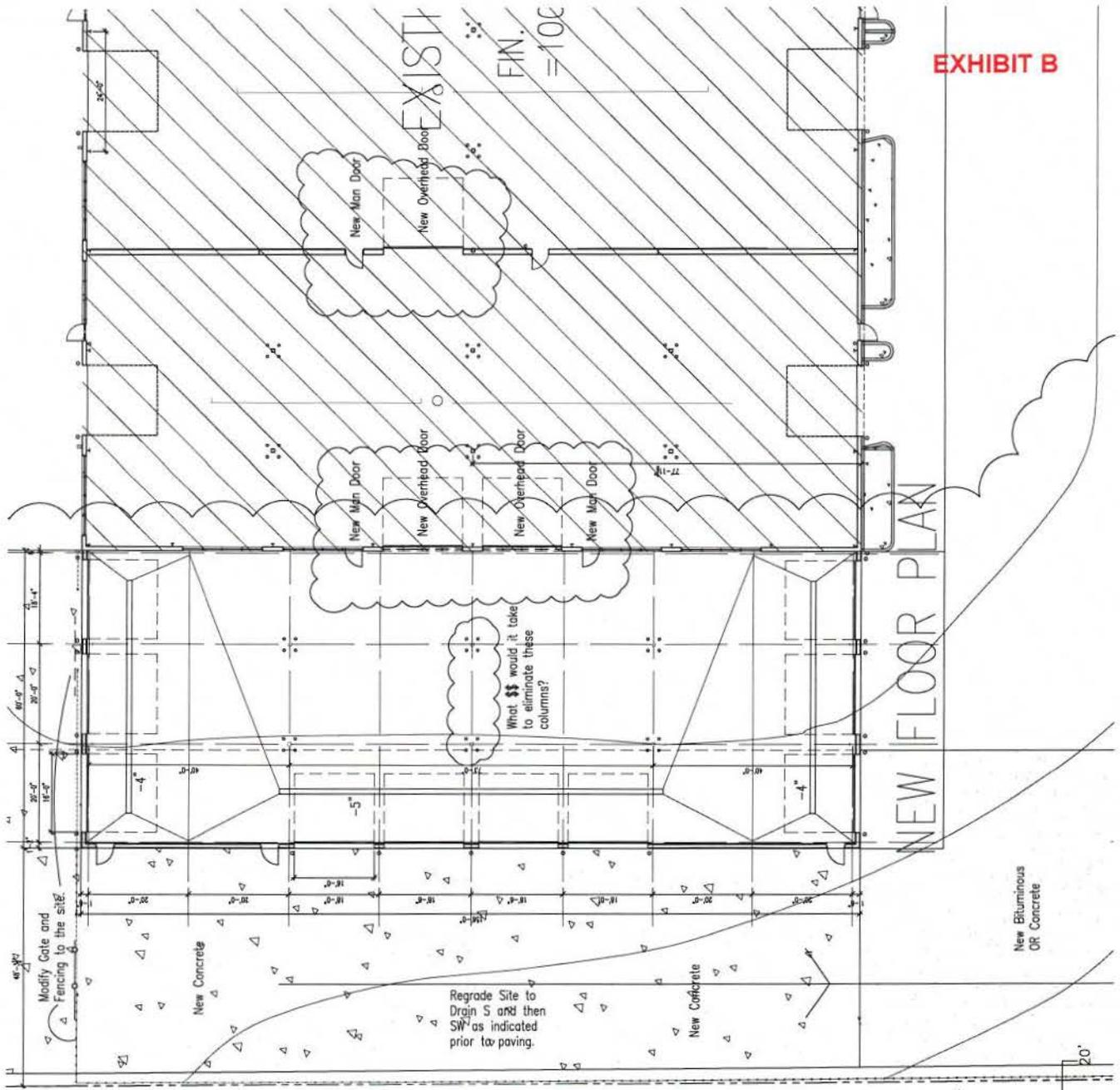
Photo 5



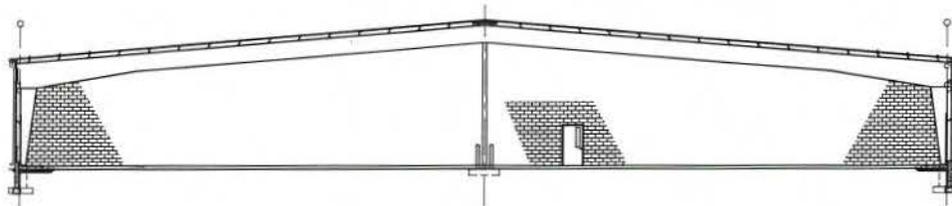
Photo 3



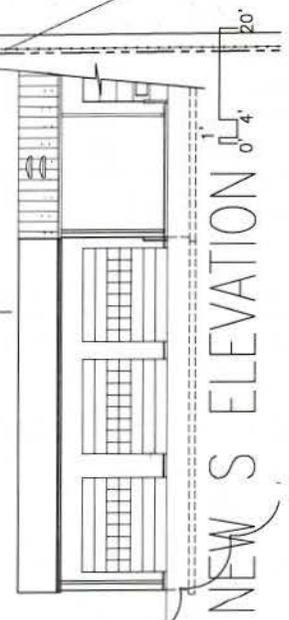
Photo 4

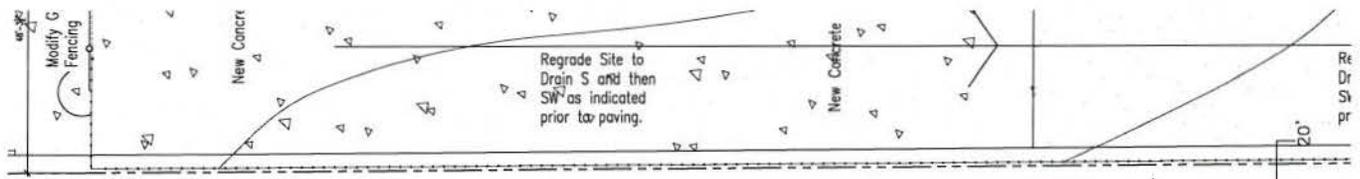


NEW W ELEVATION

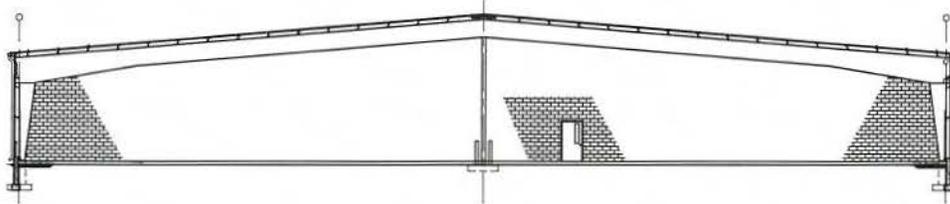


SECTION AT OLD BUILDING

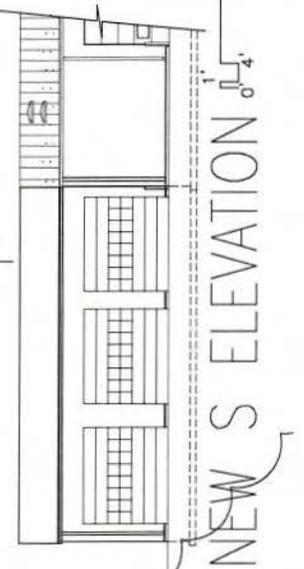




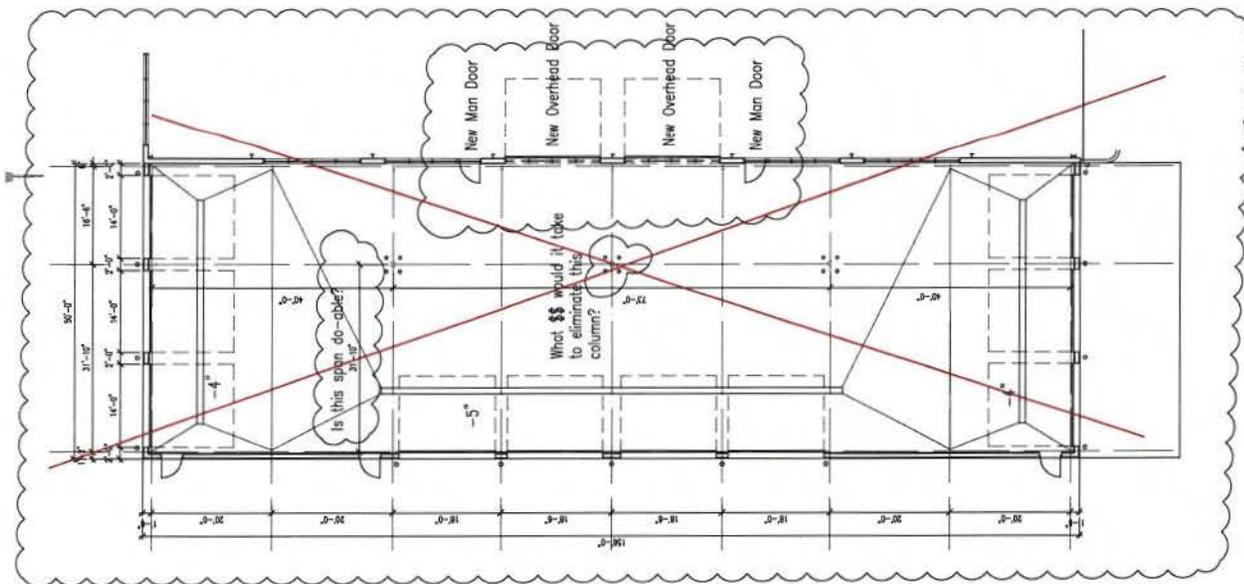
NEW W ELEVATION



4 SECTION AT OLD BUILDING



NEW S ELEVATION



ALT FLOOR PLAN

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#15

Project/Item Name:

Public Works vehicle purchase

Location:

Citywide

Requested Action:

Approval of vehicle purchase

Staff Report/Description:

2019 equipment budget included two vehicle purchases for the Public Works Department. Vehicles will be purchased under State bid from Ewald Automotive Group.

Attachments:

Quotes & memo



MEMORANDUM

PUBLIC WORKS DEPARTMENT

TO: Board of Public Works

FROM: Jarrod Holter, City Engineer/Director of Public Works *JH*

DATE: January 24, 2019

CC:

RE: Vehicle purchase

Quotes have been received for the 3/4 ton truck and tool boxes. The following prices were received:

- | | | |
|--------------------------------------|------------|----------|
| • Ewald Automotive Group (State bid) | truck | \$29,930 |
| • Michaels Truck Equipment | tool boxes | \$1,832 |

Quotes have been received for the van. The following prices were received:

- | | | |
|--------------------------------------|-----|----------|
| • Ewald Automotive Group (State bid) | van | \$23,354 |
|--------------------------------------|-----|----------|

Staff is recommending awarding the truck and van purchase to Ewald Automotive Group and tool boxes to Michaels Truck Equipment at the amounts listed above. This purchase will be funded with the 2019 Operating budget – equipment portion. If you have any further questions please contact me.



Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

City of Onalaska

Prepared For: John D. Wiatt

jwiatt@cityofonalaskawi.gov

Onalaska 2019 Ford Super Duty F-250 SRW (F2B) XL 4WD Reg Cab 8' Box





Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Onalaska 2019 Ford Super Duty F-250 SRW (F2B) XL 4WD Reg Cab 8' Box

Quote Worksheet

	MSRP
Base Price	\$35,945.00
Dest Charge	\$1,595.00
Total Options	\$5,204.00
Subtotal	\$42,744.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$12,814.00)
Subtotal Discount	(\$12,814.00)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$29,930.00
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$29,930.00

+ 1,832.00
31,762.00

Comments:

2019 Ford F250 Regular Cab 4wd revised to your specs as detailed. Registration fees are extra. Delivery can be anticipated 90-120 days from receipt of your order.

Dealer Signature / Date

Customer Signature / Date

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Data Version: 7387. Data Updated: Jan 7, 2019 9:35:00 PM PST.



Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Onalaska 2019 Ford Super Duty F-250 SRW (F2B) XL 4WD Reg Cab 8' Box

Standard Equipment

Mechanical

Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel -inc: Flex-Fuel badge on fleet orders only (STD)
Transmission: TorqShift-G 6-Spd Auto w/SelectShift (STD)
3.73 Axle Ratio (STD)
50-State Emissions System
Transmission w/Oil Cooler
Electronic Transfer Case
Part-Time Four-Wheel Drive
72-Amp/Hr 650CCA Maintenance-Free Battery w/Run Down Protection
157 Amp Alternator
Class V Towing Equipment -inc: Harness, Hitch and Trailer Sway Control
3840# Maximum Payload
GVWR: 10,000 lb Payload Package
HD Shock Absorbers
Front Anti-Roll Bar
Firm Suspension
Hydraulic Power-Assist Steering
34 Gal. Fuel Tank
Single Stainless Steel Exhaust
Auto Locking Hubs
Front Suspension w/Coil Springs
Leaf Rear Suspension w/Leaf Springs
4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control

Exterior

Wheels: 17" Argent Painted Steel -inc: painted hub covers/center ornaments (STD)
Tires: LT245/75Rx17E BSW A/S (4) (STD)
Regular Box Style
Steel Spare Wheel
Full-Size Spare Tire Stored Underbody w/Crankdown
Clearcoat Paint

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Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Onalaska 2019 Ford Super Duty F-250 SRW (F2B) XL 4WD Reg Cab 8' Box

Exterior

Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks
Black Rear Step Bumper
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Manual Side Mirrors w/Manual Folding
Manual Extendable Trailer Style Mirrors
Fixed Rear Window
Light Tinted Glass
Variable Intermittent Wipers
Aluminum Panels
Black Grille
Front License Plate Bracket
Tailgate Rear Cargo Access
Manual Tailgate/Rear Door Lock
Fully Automatic Aero-Composite Halogen Daytime Running Lights Preference Setting Headlamps w/Delay-Off
Cargo Lamp w/High Mount Stop Light

Entertainment

Radio: AM/FM Stereo -inc: digital clock and 4 speakers
Fixed Antenna
1 LCD Monitor In The Front

Interior

4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer
Manual Air Conditioning
Illuminated Locking Glove Box
Interior Trim -inc: Chrome Interior Accents
Full Cloth Headliner
Urethane Gear Shift Knob

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Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Onalaska 2019 Ford Super Duty F-250 SRW (F2B) XL 4WD Reg Cab 8' Box

Interior

HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar
Day-Night Rearview Mirror
Passenger Visor Vanity Mirror
2 12V DC Power Outlets
Front Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Underhood And Pickup Cargo Box Lights
Instrument Panel Bin and Covered Dashboard Storage
Manual 1st Row Windows
Systems Monitor
Trip Computer
Outside Temp Gauge
Analog Display
Manual Adjustable Front Head Restraints
Securilock Anti-Theft Ignition (pats) Engine Immobilizer
Air Filtration

Safety-Mechanical

Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control

Safety-Exterior

Side Impact Beams

Safety-Interior

Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Tire Specific Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch
Safety Canopy System Curtain 1st Row Airbags
Mykey System -inc: Top Speed Limiter, Audio Volume Limiter, Early Low Fuel Warning, Programmable Sound Chimes and Beltminder w/Audio Mute
Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters

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Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Onalaska 2019 Ford Super Duty F-250 SRW (F2B) XL 4WD Reg Cab 8' Box

Safety-Interior

Back-Up Camera

WARRANTY

Basic Years: 3
Basic Miles/km: 36,000
Drivetrain Years: 5
Drivetrain Miles/km: 60,000
Corrosion Years: 5
Corrosion Miles/km: Unlimited
Roadside Assistance Years: 5
Roadside Assistance Miles/km: 60,000

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Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Onalaska 2019 Ford Super Duty F-250 SRW (F2B) XL 4WD Reg Cab 8' Box

Selected Model and Options

MODEL		
CODE	MODEL	MSRP
F2B	2019 Ford Super Duty F-250 SRW XL 4WD Reg Cab 8' Box	\$35,945.00

COLORS		
CODE	DESCRIPTION	MSRP
W6	Green Gem	\$660.00

ADDITIONAL EQUIPMENT - EXTERIOR		
CODE	DESCRIPTION	MSRP
18B	Platform Running Boards	\$320.00
61S	Front Splash Guards/Mud Flaps (Pre-Installed) -inc: Custom accessory	\$130.00
62S	Rear Splash Guards/Mud Flaps (Pre-Installed) -inc: Custom accessory	\$0.00
76C	Exterior Backup Alarm (Pre-Installed) -inc: Custom accessory	\$140.00
85S	Tough Bed Spray-In Bedliner -inc: tailgate-guard, black box bed tie-down hooks and black bed attachment bolts	\$595.00
91G	Amber-White LED Warning Strobes (Pre-Installed) -inc: center high-mounted stop light bar and 2 hood mounted lights	\$725.00

ADDITIONAL EQUIPMENT - INTERIOR		
CODE	DESCRIPTION	MSRP
52S	Steering Wheel-Mounted Cruise Control	\$235.00
66S	Upfitter Switches (6) -inc: Located in overhead console, Extra Heavy-Duty 200 Amp Alternator	\$165.00

ADDITIONAL EQUIPMENT - MECHANICAL		
CODE	DESCRIPTION	MSRP
52B	Trailer Brake Controller -inc: Verified to be compatible w/select electric over hydraulic brakes, smart trailer tow connector	\$270.00

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Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Onalaska 2019 Ford Super Duty F-250 SRW (F2B) XL 4WD Reg Cab 8' Box

ADDITIONAL EQUIPMENT - PACKAGE

CODE	DESCRIPTION	MSRP
90L	Power Equipment Group -inc: Deletes passenger-side lock cylinder, upgraded door trim panel, Accessory Delay, Advanced Security Pack, SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors, Remote Keyless Entry, Manual Telescoping/Folding Trailer Tow Mirrors, power heated glass, heated convex spotter mirror and integrated clearance lights and turn signal indicators, Power Front Seat Windows, 1-touch up/down driver/passenger window, Power Tailgate Lock, Power Locks	\$915.00

SEAT TYPE

CODE	DESCRIPTION	MSRP
1S	Medium Earth Gray, Cloth 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar	\$100.00

TRANSMISSION

CODE	DESCRIPTION	MSRP
44S	Transmission: TorqShift-G 6-Spd Auto w/SelectShift (STD)	\$0.00

OPTION PACKAGE

CODE	DESCRIPTION	MSRP
600A	Order Code 600A	\$0.00

WHEELS

CODE	DESCRIPTION	MSRP
64A	Wheels: 17" Argent Painted Steel -inc: painted hub covers/center ornaments (STD)	\$0.00

ENGINE

CODE	DESCRIPTION	MSRP
996	Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel -inc: Flex-Fuel badge on fleet orders only (STD)	\$0.00

CUSTOM EQUIPMENT

CODE	DESCRIPTION	MSRP
DI-1	4 KEYS TOTAL	\$75.00
DI-2	DELIVERY FROM HARTFORD FORD TO ONALASKA	\$179.00
DI-3	WEATHERTECH FLOOR LINERS	\$140.00

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Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Onalaska 2019 Ford Super Duty F-250 SRW (F2B) XL 4WD Reg Cab 8' Box

TIRES

CODE	DESCRIPTION	MSRP
TBM	Tires: LT245/75Rx17E BSW A/T	\$165.00

PRIMARY PAINT

CODE	DESCRIPTION	MSRP
W6	Green Gem	\$660.00

AXLE RATIO

CODE	DESCRIPTION	MSRP
X3E	Electronic-Locking w/3.73 Axle Ratio	\$390.00

Options Total		\$5,204.00
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Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Onalaska 2019 Ford Super Duty F-250 SRW (F2B) XL 4WD Reg Cab 8' Box

Price Summary

PRICE SUMMARY

	MSRP
Base Price	\$35,945.00
Total Options	\$5,204.00
Vehicle Subtotal	\$41,149.00
Destination Charge	\$1,595.00
Grand Total	\$42,744.00

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MICHAELS
TRUCK EQUIPMENT

1745 Miller Street, La Crosse, WI 54601

Ph 608-782-7800 Fax 608-785-0675

City of Onalaska
415 Main St.
Onalaska, WI 54650

01-07-19

Attn: John Wiatt

We are pleased to quote you on the following items for a
long box full size pickup.

- (1) Weatherguard 127-0-02 Single lid aluminum cross tool box
71 1/2" x 27 1/2" x 18 1/2" * Brite tread aluminum with clear coat finish
Dual gas struts to hold up cover * Not installed

\$770.00

- (2) Weatherguard 174-0-01 Lo Side aluminum tool box
55 1/4" x 16 1/4" x 13 1/4" * Brite tread aluminum with clear coat finish
Dual gas struts to hold cover up * Not installed

\$531.00 each
X2

Total for 2 boxes \$1062.00

Jerome Reincke



Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

City of Onalaska

Prepared For: John D. Wiatt

jwiatt@cityofonalaskawi.gov

[Fleet] 2019 Chrysler Pacifica (RUCE53) L FWD





Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

[Fleet] 2019 Chrysler Pacifica (RUCE53) L FWD

Quote Worksheet

	MSRP
Base Price	\$26,995.00
Dest Charge	\$1,395.00
Total Options	\$952.00
Subtotal	\$29,342.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$5,988.00)
Subtotal Discount	(\$5,988.00)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$23,354.00
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$23,354.00

Comments:

2019 Chrysler Pacifica L to the specs as detailed. Registration fees are included. Delivery can be anticipated 90-120 days from receipt of your order.

Dealer Signature / Date

Customer Signature / Date

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Data Version: 7305. Data Updated: Dec 26, 2018 9:50:00 PM PST.



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[Fleet] 2019 Chrysler Pacifica (RUCE53) L FWD

Standard Equipment

Mechanical

Engine: 3.6L V6 24V VVT (STD)
Transmission: 9-Speed 948TE Automatic (STD)
50 State Emissions
Transmission w/Oil Cooler
Front-Wheel Drive
3.25 Axle Ratio
Engine Oil Cooler
730CCA Maintenance-Free Battery w/Run Down Protection
160 Amp Alternator
GVWR: 2,747 kgs (6,055 lbs)
Gas-Pressurized Shock Absorbers
Front Anti-Roll Bar
Electric Power-Assist Steering
19 Gal. Fuel Tank
Single Stainless Steel Exhaust
Strut Front Suspension w/Coil Springs
Trailing Arm Rear Suspension w/Coil Springs
Normal Duty Suspension
4-Wheel Disc Brakes w/4-Wheel ABS, Front Vented Discs, Brake Assist, Hill Hold Control and Electric Parking Brake

Exterior

Wheels: 17" x 7.5" Steel
Tires: 235/65R17 BSW AS
17" Wheel Covers
Spare Tire Mobility Kit
Clearcoat Paint
Body-Colored Front Bumper w/Black Bumper Insert
Body-Colored Rear Bumper
Chrome Side Windows Trim

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[Fleet] 2019 Chrysler Pacifica (RUCE53) L FWD

Exterior

Black Door Handles
Black Power Heated Side Mirrors w/Manual Folding
Fixed Rear Window w/Fixed Interval Wiper, Heated Wiper Park and Defroster
Deep Tinted Glass
Variable Intermittent Wipers
Galvanized Steel/Aluminum Panels
Lip Spoiler
Black Grille
Front License Plate Bracket
Sliding Rear Doors
Liftgate Rear Cargo Access
Tailgate/Rear Door Lock Included w/Power Door Locks
Auto Off Projector Beam Halogen Daytime Running Headlamps w/Delay-Off
Perimeter/Approach Lights

Entertainment

Radio w/Seek-Scan, Clock, Speed Compensated Volume Control, Aux Audio Input Jack, Voice Activation and Radio Data System
Radio: Uconnect 4 w/7" Display
6 Speakers
Streaming Audio
Integrated Roof Antenna
Bluetooth Wireless Phone Connectivity
2 LCD Monitors In The Front

Interior

6-Way Driver Seat -inc: Manual Recline, Height Adjustment and Fore/Aft Movement
4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
60-40 Folding Split-Bench Front Facing Manual Reclining Tumble Forward Cloth Rear Seat w/Manual Fore/Aft
Driver And Front Passenger Armrests and Rear Seat Mounted Armrest
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Voltmeter, Oil Pressure, Engine Coolant Temp, Tachometer, Oil Temperature, Transmission Fluid Temp, Trip Odometer and Trip Computer

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[Fleet] 2019 Chrysler Pacifica (RUCE53) L FWD

Interior

Power Rear Windows and Fixed 3rd Row Windows

Fixed 60-40 Split-Bench Cloth 3rd Row Seat Front, Manual Recline, Manual Fold Into Floor and 3 Fixed Head Restraints

Front Cupholder

Rear Cupholder

Compass

Proximity Key For Doors And Push Button Start

Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry, Illuminated Ignition Switch and Panic Button

Cruise Control w/Steering Wheel Controls

Manual Air Conditioning

HVAC -inc: Underseat Ducts and Headliner/Pillar Ducts

Locking Glove Box

Driver Foot Rest

Interior Trim -inc: Colored Instrument Panel Insert, Colored Door Panel Insert, Piano Black Console Insert and Piano Black/Metal-Look Interior Accents

Full Cloth Headliner

Vinyl Door Trim Insert

Metal-Look Gear Shift Knob

Cloth Bucket Seats -inc: With cognac/alloy/toffee interior includes toffee seats w/anodized silver accents and liquid titanium bezels, With black/alloy interior includes black seats w/sepia accent stitch, anodized silver accents and mineral shitake bezels

Day-Night Rearview Mirror

Driver And Passenger Visor Vanity Mirrors w/Driver And Passenger Illumination

Partial Floor Console w/Storage, Mini Overhead Console w/Storage and 2 12V DC Power Outlets

Front Map Lights

Fade-To-Off Interior Lighting

Full Carpet Floor Covering

Carpet Floor Trim

Cargo Features -inc: Spare Tire Mobility Kit

FOB Controls -inc: Trunk/Hatch/Tailgate

Smart Device Integration

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[Fleet] 2019 Chrysler Pacifica (RUCE53) L FWD

Interior

Instrument Panel Covered Bin, Driver / Passenger And Rear Door Bins
Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
Delayed Accessory Power
Power Door Locks w/Autolock Feature
Systems Monitor
Redundant Digital Speedometer
Trip Computer
Outside Temp Gauge
Analog Display
Manual w/Tilt Front Head Restraints and Manual Adjustable Rear Head Restraints
Sentry Key Engine Immobilizer
2 12V DC Power Outlets
Air Filtration

Safety-Mechanical

Electronic Stability Control (ESC)
ABS And Driveline Traction Control

Safety-Exterior

Side Impact Beams

Safety-Interior

Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Parksense w/Stop Rear Parking Sensors
Blind Spot Detection Blind Spot Sensor
Tire Specific Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags
Curtain 1st, 2nd And 3rd Row Airbags
Airbag Occupancy Sensor
Driver And Passenger Knee Airbag
Rear Child Safety Locks
Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters and Pretensioners
ParkView Back-Up Camera

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[Fleet] 2019 Chrysler Pacifica (RUCE53) L FWD

WARRANTY

Basic Years: 3
Basic Miles/km: 36,000
Drivetrain Years: 5
Drivetrain Miles/km: 60,000
Corrosion Years: 5
Corrosion Miles/km: Unlimited
Roadside Assistance Years: 5
Roadside Assistance Miles/km: 60,000

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[Fleet] 2019 Chrysler Pacifica (RUCE53) L FWD

Selected Model and Options

MODEL

CODE	MODEL	MSRP
RUCE53	2019 Chrysler Pacifica L FWD	\$26,995.00

COLORS

CODE	DESCRIPTION	MSRP
PSC	Billet Silver Metallic Clearcoat	\$0.00

CPOS PKG

CODE	DESCRIPTION	MSRP
27F	Quick Order Package 27F -inc: Engine: 3.6L V6 24V VVT, Transmission: 9-Speed 948TE Automatic	\$0.00

ADDITIONAL EQUIPMENT - INTERIOR

CODE	DESCRIPTION	MSRP
CEQ	Black Seats	\$0.00
CLA	Front Floor Mats	\$0.00
CLB	Rear Floor Mats	\$0.00
HAK	Air Conditioning w/3 Zone Temp Control -inc: Rear Air Conditioning w/Heater	\$445.00

TRANSMISSION

CODE	DESCRIPTION	MSRP
DFH	Transmission: 9-Speed 948TE Automatic (STD)	\$0.00

CUSTOM EQUIPMENT

CODE	DESCRIPTION	MSRP
DI-1	4 KEYS TOTAL	\$250.00
DI-2	BACKUP ALARM	\$75.00
DI-3	DELIVERY FROM OCONOMOWOC TO ONALASKA	\$182.00

ENGINE

CODE	DESCRIPTION	MSRP
ERF	Engine: 3.6L V6 24V VVT (STD)	\$0.00

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[Fleet] 2019 Chrysler Pacifica (RUCE53) L FWD

SEAT TYPE

CODE	DESCRIPTION	MSRP
H7XP	Black/Alloy, Cloth Bucket Seats -inc: With cognac/alloy/toffee interior includes toffee seats w/anodized silver accents and liquid titanium bezels, With black/alloy interior includes black seats w/sepia accent stitch, anodized silver accents and mineral shitake bezels	\$0.00

PRIMARY PAINT

CODE	DESCRIPTION	MSRP
PSC	Billet Silver Metallic Clearcoat	\$0.00

Options Total		\$952.00
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[Fleet] 2019 Chrysler Pacifica (RUCE53) L FWD

Price Summary

PRICE SUMMARY

	MSRP
Base Price	\$26,995.00
Total Options	\$952.00
Vehicle Subtotal	\$27,947.00
Destination Charge	\$1,395.00
Grand Total	\$29,342.00

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STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#16

Project/Item Name:

6th & Quincy Pumping Station Rehabilitation
Project

Location:

704 6th Avenue North

Requested Action:

Approval of bid

Staff Report/Description:

Bids for the project will be received the morning of the Board of Public Works meeting with the bid tabulation distributed at the meeting.

Attachments:

Advertisement and bidders List

SECTION 00 11 13

ADVERTISEMENT TO BID

6TH AND QUINCY PUMPING STATION REHABILITATION
CONTRACT 1-2019
CITY OF ONALASKA, WISCONSIN

Sealed Bids for the construction of the 6th and Quincy Pumping Station Rehabilitation will be received by the City of Onalaska, Wisconsin, at 415 Main Street, Onalaska, WI 54650, until 11 A.M., local time, on February 5, 2019, at which time the Bids will be publicly opened and read aloud.

The Work includes demolition of existing building, pumps, and controls; construction of new submersible pumps and appurtenances in existing wet well structure; construction of a new valve vault structure and building which will house the electrical controls, generator set, bypass pumping, site drive and grading improvements; and other miscellaneous items.

Complete digital Project Bidding Documents are available at www.strand.com or at www.questcdn.com. Download the digital Bidding Documents for \$30 by inputting Quest project number 6067771 on the website's Project Search page. Please contact QuestCDN.com at (952) 233-1632 or info@questcdn.com for assistance with free membership registration, downloading, and working with this digital project information.

Bidding Documents may be reviewed and paper copies may be obtained from the Issuing Office which is Strand Associates, Inc.[®], 910 West Wingra Drive, Madison, WI. A nonrefundable fee of \$100 will be required (shipping and handling fees included). Overnight mailing of Bidding Documents will not be provided.

All Bidders submitting a sealed Bid shall obtain the Bidding Documents from QuestCDN.com or from Strand Associates, Inc.[®]

Bidders who submit a Bid must be a Plan Holder of record at the Issuing Office. Bids from Bidders who are not on the Plan Holders List may be returned as not being responsive.

Plan Holders are requested to provide an e-mail address if they wish to receive addenda and other information electronically. Plan Holders are requested to designate whether they are a prime contractor, subcontractor, or supplier if they want this information posted on the project Plan Holders List.

The Bid must be accompanied by Bid security made payable to OWNER in an amount of 10% of the Bidder's maximum Bid price.

The City of Onalaska reserves the right to reject any or all Bids, to waive any technicality, and to accept any Bid which it deems advantageous. All Bids shall remain subject to acceptance for 85 days after the time set for receiving Bids.

Contract award shall be made based on the lowest responsive and responsible Bidder.

Prospective Bidders are required to complete and submit a prequalification questionnaire with supporting documents to OWNER (see Instructions to Bidders). Prequalification forms will be provided with Bidding Document sets. Completed forms are to be submitted no later than 4 P.M., local time, on January 28, 2019.

The Strand Associates, Inc.® project manager is Paul Dreis, P.E. and can be contacted at Strand Associates, Inc.®, 910 West Wingra Drive, Madison, WI 53715, (608) 251-4843 regarding the project.

Published by the authority of the City of Onalaska
City Council, City of Onalaska, WI

Dated at City of Onalaska, Wisconsin
January 11, 2019 and January 18, 2019

END OF SECTION

Plan Holder Report as of 01/28/2019 04:00:13 PM CST
Strand Associates, Inc

6th and Quincy Pumping Station Rehabilitation, Contract 1-2019, City of Onalaska, WI (eBidDoc#6067771)

Contact: Laura Roberts
 Phone: 608-251-4843
 E-mail: laura.roberts@strand.com
 Bid Date: 02/05/2019 11:00 AM CST

Company	Contact	Designation	Bus. Types	Entry Date	Doc Type	Comments
Wapasha Construction Co., Inc. 927 East King PO Box 556 Winona, MN 55987	Patrick S. Doyle Phone: 507.454.2707 Fax: 507.454.8689 Email: pat@wapashaconstruction.com	Prime Bidder		01/14/2019	eBidDoc	
ConstructConnect 3825 Edwards Rd Cincinnati, OH 45209	Eric Mills Phone: 800-364-2059 Fax: 866-570-8187 Email: content@constructconnect.com	Plan Room		01/15/2019	eBidDoc	
Dodge Data & Analytics 4300 Beltway Place Suite 150 Arlington, TX 76018	Melanie Yancey Phone: 800-393-6343 Fax: 8176087129 Email: dodge.docs@construction.com	Plan Room		01/15/2019	eBidDoc	
LW ALLEN, LLC 4633 Tompkins Drive Madison, WI 53716	LWALLEN Altronex Phone: 608-222-8622 Fax: 608-222-9414 Email: bids@lwallen.com	Supplier		01/15/2019	eBidDoc	
Dorner Company N61 W23043 Silver Spring Dr Sussex, WI 53089	Pete Pronold Phone: 2629322100 Fax: 2629322101 Email: petep@dornerco.com	Supplier		01/16/2019	eBidDoc	
Minnesota Builders Exchange 1123 Glenwood Ave Minneapolis, MN 55405	Tom Getzke Phone: 612-381-2625 Fax: Email: addenda@mbex.org	Plan Room		01/16/2019	eBidDoc	
La Crosse Builders Exchange 709 Gillette St. Suite 2 La Crosse, WI 54603	LAXBX Phone: 608-781-1819 Fax: 608-781-1718 Email: planroom@laxbx.com	Plan Room		01/16/2019	eBidDoc	
Hady Electric, Inc. PO Box 580 Watertown, WI 53094	Bruce & Monica Hady Phone: 920-261-4947 Fax: 920-390-4522 Email: contact@hadyelectric.com	Subcontractor		01/16/2019	eBidDoc	
Gerke Excavating Inc. 15341 State HWY 131 Tomah, WI 54660	Kurt Thornton Phone: 608-372-4203	Prime Bidder		01/17/2019	eBidDoc	

	Fax: 608-372-4139 Email: klt@gerkeexcavating.com				
Pember Companies, Inc. N4449 469th Street Menomonie, WI 54751	Glenda Huber Phone: 715-235-0316 Fax: 715-235-9006 Email: ghuber@pembercompanies.com	Prime Bidder		01/17/2019	eBidDoc
Wieser Brothers General Contractor, Inc. 200 Twilite Street La Crescent, MN 55947	Estimator Phone: 507-895-8903 Fax: 507-895-8438 Email: bids@wieserbrothers.com	Prime Bidder		01/18/2019	eBidDoc
Olympic Builders General Contractors 405 North Star Road Holmen, WI 54636	Jason Yahnke Phone: 608-526-4622 Fax: 608-526-4690 Email: office@olympicbuildersgc.com	Prime Bidder	SBE	01/18/2019	eBidDoc
Fowler & Hammer, Inc. 313 Monitor Street La Crosse, WI 54603	Jim Fowler Phone: 608-782-6849 Fax: 608-785-7055 Email: bids@fowlerhammer.com	Prime Bidder	WBE	01/18/2019	eBidDoc
Haas Sons, Inc. 203 E. Birch St. Thorp, WI 54771	Craig Haas Phone: 7156695469 Fax: 7156695452 Email: Bidding@haas4.com	Prime Bidder		01/21/2019	eBidDoc
R.J. Jurovski Construction 36385 Jurovski Drive PO Box 335 Whitehall, WI 54773	Ben Sylla Phone: 715-538-4661 Fax: 715-538-2171 Email: bsylla.rjjurovski@gmail.com	Prime Bidder		01/22/2019	eBidDoc
Peterson and Matz, Inc. 6408 River Bend Rd. Ste 100 weston, WI 54476	Rob Szekeress Phone: 7153551436 Fax: 7153551437 Email: robpmi@charter.net	Supplier		01/22/2019	eBidDoc
General Repair Service 3535 International Drive Vadnais Heights, MN 55110	Stan Meyer Phone: 6517660874 Fax: 6517660875 Email: stanm@generalrepair.com	Supplier		01/22/2019	eBidDoc
TJs Excavating & Process Works 1762 Ronco Avenue Winona, MN 55987	Paul Shank Phone: 507-452-5225 Fax: 507-457-9790 Email: info@tjswinona.com	Subcontractor		01/23/2019	eBidDoc
The Blue Book Building & Construction Network 800 E. Main St. Jefferson Valley, NY 10535	Daedri Cavuoto Phone: 800-431-2584 Fax: Email: dcavuoto@mail.thebluebook.com	Plan Room		01/23/2019	eBidDoc
Crane Engineering Sales, Inc. PO Box 38 707 Ford Street Kimberly, WI 54136	Ashley Crowder Phone: 920-257-0109 Fax: 920-733-2871 Email: a.crowder@craneengineering.net	Supplier		01/24/2019	eBidDoc

Bids Received: 11:00 AM
February 5, 2019

STRAND ASSOCIATES, INC.®
910 West Wingra Drive
Madison, Wisconsin 53715

6TH AND QUINCY PUMPING STATION REHABILITATION
CONTRACT 1-2019
CITY OF ONALASKA, WISCONSIN

BID TABULATION SUMMARY

Bidder and Address	Bid Bond or Guarantee	Addenda Acknowledged	Lump Sum Bid
WAPASHA CONSTRUCTION	YES	YES	\$1,014,000.00
FOWLER & HAMMER	YES	YES	\$1,060,000.00
PEMBER COMPANIES INC	YES	YES	\$1,210,100.00
OLYMPIC BUILDERS	YES	YES	\$989,678.00
R.J. JUROWSKI CONST.	YES	YES	\$1,110,500.00

Reviewed by: _____

STAFF REVIEW SUMMARY

CITY OF ONALASKA BOARD OF PUBLIC WORKS

February 5, 2019

Agenda Item:

#17

Project/Item Name:

Irvin Street Project

Location:

Irvin Street

Requested Action:

Approval of streetscaping layout

Staff Report/Description:

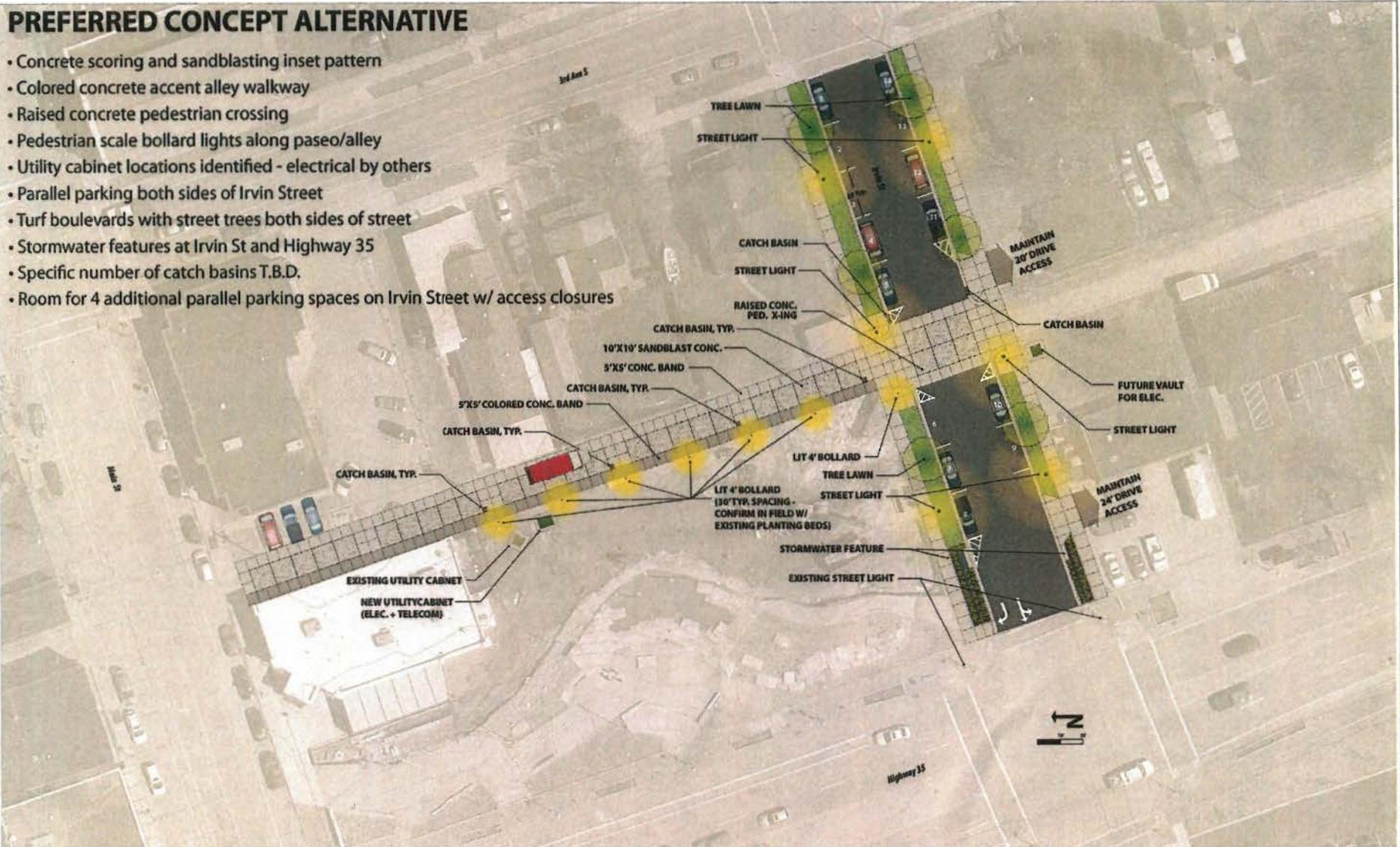
Final streetscaping layout has been drawn.
Staff is recommending installation of
amenities as shown as part of the Irvin
Street Project.

Attachments:

Streetscaping layout

PREFERRED CONCEPT ALTERNATIVE

- Concrete scoring and sandblasting inset pattern
- Colored concrete accent alley walkway
- Raised concrete pedestrian crossing
- Pedestrian scale bollard lights along paseo/alley
- Utility cabinet locations identified - electrical by others
- Parallel parking both sides of Irvin Street
- Turf boulevards with street trees both sides of street
- Stormwater features at Irvin St and Highway 35
- Specific number of catch basins T.B.D.
- Room for 4 additional parallel parking spaces on Irvin Street w/ access closures



NO. DESCRIPTION	DATE
NO. PROJECT NUMBER	04-10-19
DESIGNED BY	AK, SA
DRAWN BY	AK, SA
CHECKED BY	SA
DATE	12.10.18

LANDSCAPE ARCHITECTS

HK 31 Hoisington Kuegler Group Inc.
 123 North Third Street, Suite 100
 Minneapolis, Minnesota 55401
 612.538.0500 Fax: 612.336.6538

SITE: The project team will verify all site conditions before construction begins. All existing conditions are shown as of the date of the site visit. The team will verify all conditions on site. All conditions are subject to change. The team will verify all conditions on site. All conditions are subject to change. © 2018 Hoisington Kuegler Group Inc. All rights reserved.

DRAFT -
January 14, 2019

Project	IRVIN STREET + PASEO
Sheet No.	STREETSCAPE PLAN

SHEET
 OF
 LX

BOARD OF PUBLIC WORKS
MONTHLY ESTIMATES
February 5, 2019

<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
1. SEH INC. Abbey Road Design Estimate #5	\$ 84,500.00	\$ -	\$ 57,600.90	\$ 19,306.96
2. DAVY ENGINEERING French Rd Booster Station/Crestwood Ln Design Estimate #5	\$ 126,490.00	\$ -	\$ 83,889.75	\$ 28,289.78
3. SEH INC. Railroad Quiet Zone study Design Estimate #8	\$ 11,900.00	\$ -	\$ 7,161.83	\$ 190.65
4. HKGI INC. Irvin Street Streetscaping Design Estimate #1	\$ 5,000.00	\$ -	\$ -	\$ 3,327.50
5. LA CROSSE COUNTY HIGHWAY DEPT Sand Lake Rd (CTH SN) & CTH OT Right of Way Estimate #1	\$ 7,500.00	\$ -	\$ -	\$ 13,139.19
6. STRAND ASSOCIATES 2018 SCADA Enhancements Design Estimate #7	\$ 19,000.00	\$ -	\$ 11,677.08	\$ 458.03
7. HYDRO KLEAN S Kinney 60" Storm Sewer Repair Proj Construction Estimate #2	\$ 22,000.00	\$ -	\$ 8,284.70	\$ 12,825.30