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**AGENDA
VILLAGE OF SUSSEX
PARKS & RECREATION BOARD
6:30 PM TUESDAY, MARCH 15, 2022
SUSSEX CIVIC CENTER – COMMUNITY ROOM 1ST FLOOR
N64W23760 MAIN STREET**

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

1. Roll call
2. Consideration and possible action on the minutes from the February 15, 2022 meeting
3. Discussion and Possible Action on Redford Hills Subdivision Tree Mitigation Plan
4. Comments from Citizens Present
5. Discussion on Waitlist Data from 2021
6. Update on 2021 Funds (10 Year Contracts, Tree Preservation Funds, Rental Statistics)
7. Discussion on Baseball Scheduling Priority in Peer Communities + 2022 Field Requests Data
8. Park & Recreation Director's Report
 - a. Pickleball Advisory Committee Meeting Update
9. Topics for Future Agenda Items
10. Adjournment

Robert Fourness
Chairperson

Jeremy Smith
Village Administrator

**VILLAGE OF SUSSEX
PARK AND RECREATION BOARD
6:30 PM TUESDAY, FEBRUARY 15, 2022
SUSSEX CIVIC CENTER – 2ND FLOOR COMMITTEE ROOM
N64W23760 MAIN STREET**

DISCLAIMER- THE FOLLOWING ARE DRAFT MINUTES FROM
THE SUSSEX PARK & RECREATION BOARD
AND ARE SUBJECT TO CHANGE UPON APPROVAL OF THE PARK & RECREATION BOARD

DRAFT MINUTES

Meeting was called to order by Chairman Bob Fourness at 6:31 p.m.

1. Roll Call

Members Present: Chairman Bob Fourness, Nadine Coenen, Mike Waltz, Kelly Tetting, Chris Kostka, Chuck Vojtas and Trustee Ron Wells.

Members Excused: None

Staff Present: Park & Recreation Director Halie Dobbeck, Recreation Coordinator Charlotte Abt, Assistant Village Administrator Kelsey McElroy-Anderson, and Village Administrator Jeremy Smith.

Others Present: Village President Anthony LeDonne, Trustee Scott Adkins and Trustee Lee Uecker.

A quorum of the Village Board was present.

2. Consideration and action on minutes from the November 16, 2021 meeting.

Motion by Wells, seconded by Waltz to approve of the November 16, 2021 meeting minutes.
Motion carried 7-0.

3. Comments from Citizens Present

No one present wished to speak.

Motion by Fourness, seconded by Tetting to suspend the rules to move up Item 6 for and allow for public comment.
Motion carried 7-0.

4. Discussion on and Possible Action on Pickleball Facilities Open House and Voting.

Park & Recreation Director, Hallie Dobbeck, went through and reviewed the Pickleball Open House Recap and Data Summary memo with the board.

The following people present spoke:

Kathleen Vossen, N70W23954 Prides Road, Sussex, WI stated she believed Butler Park was donated as a conservancy. Wants to see Butler preserved per Mr. Butler's wishes.

Al Olmsted, N70W23957 Prides Road, Sussex, WI stated that there has been discussion of nature trails in the past, not Pickleball courts.

Jean Fero, N70W23925 Prides Road, Sussex, WI stated that she is concerned about animal waste and that Butler Park should be a nature preserve. She is concerned there may be restrictions on the land at Butler Park and does not want Pickleball courts there.

Park & Recreation Commissioner Chuck Vojtas left the meeting at 7:18 p.m.

Rick Vodicka, W239 N7180 Maple Ave, Sussex, WI stated that he was not notified of any potential plans and was wondering why non-residents' opinions were being considered. Prefers the cheaper options and options at the existing park facilities.

Cheri Boldt, W239N7125 Lynn Anne Lane, Sussex, WI asked who the people were that were surveyed. Would like areas that are already set up to be considered.

Chris Stapelfeldt, N71W23920 Lynn Anne Lane, Sussex, WI stated they oppose new Pickleball courts at Butler. Would like to see them at a park with infrastructure. Concerned with where people will go to see nature. Money should be used to revamp other courts. Questioned if funds were not justified for a fence at The Grove, why are they justified for new construction.

Tom Johnson, N60W2328 Juniper Lane, stated the village should look at using other locations. Would like to know if infrastructure costs were included in costs. Would like to know if other options were excluded because of budget.

Tanya Bohacheff, N68W23939 Donna Drive, Sussex, WI stated she would rather see courts at Mapleway because of potential environmental impact at Butler Park.

Greg Winston, W239N7080 Lynn Anne Lane, Sussex, WI stated he supports natural areas remaining natural. Would like to know all-in costs for Butler Nature Preserve including building, lights and parking.

Tia Piering, N69W23478 Donna Drive, Sussex, WI stated she felt there were not enough votes to fully represent the community. Feels survey should be redone.

Kathleen Vossen, N70W23954 Prides Road, Sussex, WI stated she would like to know what would have happened in the neighborhood had not found about this meeting. Wondering about DNR impact at Butler.

Assistant Village Administrator McElroy-Anderson that the pickleball survey was advertised in the Utility bills, social media and emailed residents through the park & recreation system, Civic Rec.

McElroy-Anderson stated, in regards to exploring options; that notifying all residents at this initial phase would not have been a good use of staff time.

McElroy-Anderson stated that non-residents do participate in Village of Sussex programs. We are not able to stop them from voting. We are able to pull out those numbers to see residents vs. non-resident's responses.

McElroy-Anderson stated that the Park & Recreation Board and Village Board have both identified pickleball as a long-term need within the community.

McElroy-Anderson stated that staff explored many areas with existing facilities.

McElroy-Anderson stated that general infrastructure and all-in costs can be explored down the road.

McElroy-Anderson stated that all feasible options were investigated within the allowed budget. None were excluded because of cost.

Fourness asked how many courts we were looking to add.

Ms. Dobbeck stated that 4 courts are under consideration, which is also the preference of the Pickleball Advisory Committee.

Wells asked if there was anyway to expand at The Grove.

Mr. Smith stated no.

Fourness asked if we had considered building basketball courts.

Mr. Smith stated that was not considered because we could expand to more courts.

Waltz asked what the biggest cost prohibiting expansion at The Grove.

Mr. Smith stated that it would be cost prohibitive due to additional grading.

Coenen stated that the Pickleball Advisory Committee wanting new courts was news to her.

Waltz stated that Pickleball players did not choose to provide comment which may indicate that they may be happy with courts regardless of location.

Kostka asked about why the tennis courts in Village Park were not a considered location.

Mr. Smith stated that those courts are slated to be removed eventually due to a new access road being built from Hwy 164 as part of a future development.

Fourness asked, what are the plans for the existing Grove courts when considering new court construction? Would it stay a mixed-use court?

Mr. Smith said the plans are to leave it as is.

Fourness asked, how many total courts do we have? How many do residents need?

Mr. Smith stated there probably are not as many non-residents as people believe. Pickleball is a fast growing sport. There may be more need.

Coenen asked if the Pickleball players would be happy with courts in two different locations.

Motion by Fourness, seconded by Wells to suspend the rules and allow for Ms. Patty Coburn to reply. Motion carried 6-0.

Ms. Coburn stated that Pickleball courts in two locations is not a problem.

Waltz requested that staff evaluate the need to resurface Melinda Weaver in our existing depreciation schedule and consider if there's an opportunity to use those depreciation funds towards the cost of the construction at Melinda Weaver, This could allow extra funds to be able to add a fence to The Grove as well.

By consensus, the Park & Recreation Board direct Village Staff to explore Pickleball Courts at Armory Park and Melinda Weaver Park, with considerations to parking challenges for user groups, locations within the park (specifically for Armory Park), and evaluating the necessity of retaining a Tennis Court with the high school courts nearby.

Motion by Fourness, seconded by Waltz to return to regular session. Motion carried 6-0.

5. Lisbon Central Cemetery Mowing Contract for 2022

Motion by Waltz, seconded by Kostka to approve of the 2022 Mowing Contract with Al Moros as presented. Motion carried 6-0.

6. Update on 2022 Budget Items and Discussion and Possible Action on Utility Tractor Replacement.

Motion by Fourness, seconded by Tetting to recommend to Village Board the purchase of the Case 75A Tractor, not to exceed \$46,000, which is the lowest bid. Motion carried 6-0.

7. Discussion and Possible Action on Baseball Tournament Rain Date Policy

Ms. Dobbeck presented the presentations per the memo.

Motion by Waltz, seconded by Coenen to recommend to Village Board Option #4 for the Baseball Tournament Rain Date Policy. Motion carried 6-0.

8. Discussion and Possible Action on Farmer's Market Proposal

Ms. Dobbeck presented the proposal per the memo.

Motion by Coenen, seconded by Wells to recommend to Village Board to approve the Summer Farmers Market for 2022 and potential Winter Market 2022-23 as presented.

Motion carried 6-0.

9. Park & Recreation Director's Report

Batting Cages Update: Hunzinger Construction needs a steady stream of days above 40 degrees so the glue adheres to the turf properly. When that happens they will schedule a time. The netting is being installed then by Hamilton High Schools maintenance team.

2021 Volunteers of the Year: Spooky Sussex Volunteer Committee; Sussex Area Service Club. Will be awarded at a Village Board Meeting in March.

Prides Park Update: Once snow melts, we will begin site preparations. Planned playground installation for May. Grand Opening July 21, 2022 at 5:00pm at Pints in the Park (4-8pm).

Egg Drop and Story Hop: Saturday April 9 - \$6/child, sign up for a time slot 9-11am, every 30 minutes.

Arbor Day 5K: The 5K has moved from Lions Daze to Arbor Day. The 5k is Saturday April 30 at 8:30 am. Will feature a kids run. Sign up today to run, walk or volunteer on the route!

Recreation Coordinator: We are hiring for a part time, 20 hour a week Recreation Coordinator to focus on Adult and Senior Programming. Jean Horner, who held this position, retired in January.

Summer Day Camp: Registration opened February 1. We are running our early bird special (10% off for the month of February). Due to many requests, we are offering full day camp during Summer Opportunities Summer School. We are also offering a CIT program for kids 13+ that want to gain volunteering and leadership experience. Enrollment is already half full.

Lannon Stone Sledding Hill: Due to significant costs for the power burial, that project is delayed with no new timeline established.

New Programs: Weekend Pickleball: Saturday 16/24; Sunday 15/24; Drop In Play Time (Friday AMs) roughly 15 kids under 5 each week.

10. Topics for Future Agenda Items

Pickleball Status, Waitlist Data (Just Sussex Programs, 2 or more on waitlists)

11. Adjournment

Motion by Waltz, seconded by Tetting to adjourn at 8:50 p.m.

Motion carried 6-0.

Respectfully Submitted,
Halie Dobbeck
Park & Recreation Director

DRAFT



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MEMORANDUM

To: Park and Recreation Board
From: Jeremy Smith, Village Administrator
Re: Redford Hills

Date: March 10, 2022

Redford Hills is a proposed 45 lot single family subdivision along Richmond Road. The proposed subdivision is perched on a hill and surrounded by woodlands. The woods being protected started around 1980, while the trees coming down as part of this subdivision largely started around 2000 when farming activity slowed/stopped on this site. Prior to 1970 few trees were present as farming dominated the vast majority of the site. Of the 34-acre site approximately 8.6 acres will remain preserved. The wetland area and the trees on the edge of the property will be protected.

According to the tree inventory submitted a removal of 3,207 inches will need to occur for roadways and buildable lots. The Developer will be preserving about 11,074 inches of trees leaving them about 1,779 inches short of the 90% mitigation standard for the overall site. That translates to the cap of \$100,000. The developer has street tree and landscape plan that will mitigate about 426 inches offsetting \$56,800 leaving \$43,200 to be donated to the Village. The Village will utilize those funds to establish approximately 70 trees in rights of way and in parks. This will help as the Village removed about 60 trees this winter due to ash borer disease and there are another 100 or so that will need replacing in the near term.

Staff recommends: Staff recommends the Park and Recreation Board approve the tree preservation and mitigation plan for Redford Hills and require the onetime payment of \$100,000 or reduced to \$43,200 if the tree plan is approved by the Village and implemented by the Developer per the Developer's Agreement to meet the standards for the same.



SITE INFORMATION

USDA PLANT HARDINESS ZONE	5b (-20 to -15 Degrees F)
LOT ZONING	RS-3 - Residential
TOTAL LOT AREA	34.79 Acre
TOTAL EXISTING TREE DBH TO BE REMOVED	3,207 DBH
TOTAL TREE DBH PROPOSED	426 DBH INCHES
TOTAL TREE DBH DEFICIT	2781 DBH INCHES

LANDSCAPE PLAN GENERAL NOTES

- PLANT MATERIAL SHOWN ON LANDSCAPE PLAN IS DEPICTED AT MATURE GROWTH.
- AT LEAST SEVENTY-TWO HOURS PRIOR TO ANY EXCAVATION, CONTRACTOR SHALL VERIFY UTILITY LOCATIONS AS GIVEN BY THE ELECTRIC, GAS, TELEPHONE, WATER, SEWER, AND CABLE TELEVISION COMPANIES, UTILITIES OR ENTITIES. REVIEW WITH OWNER'S REPRESENTATIVE SITE MECHANICAL, SITE ELECTRICAL AND LIGHTING, SITE GRADING AND DRAINAGE, SITE IRRIGATION AND ALL OTHER DRAWINGS PERTAINING TO UNDERGROUND UTILITY LOCATIONS. RECORD SET OF INFORMATION THE SAME AS IN POSSESSION OF OWNER'S REPRESENTATIVE. ALSO REVIEW OWNER'S "MARK SETS" OF ALL THESE DRAWINGS IN POSSESSION OF THE CONTRACTOR OR OWNER. MARK ALL SUCH UTILITIES ON THE SITE PRIOR TO COMMENCING. COORDINATE WITH OWNER BEFORE AND DURING CONSTRUCTION. REPAIR ANY DAMAGE TO ANY SYSTEM THAT IS CAUSED BY LANDSCAPE CONTRACTOR AT NO COST TO OWNER.
- ALL PLANTINGS SPECIFIED FOR THE RICHMOND HIGHLANDS PROJECT PLANTING TABLES SHALL COMPLY WITH STANDARDS AS DESCRIBED IN AMERICAN STANDARD OF NURSERY STOCK ANSI Z60.1 2014 AND ANSI STANDARDS FOR PLANTING 2012.
- ALL DEVIATIONS FROM THE APPROVED RICHMOND HIGHLANDS PROJECT PLANS SHALL BE NOTED ON THE RECORD DRAWINGS BY THE CONTRACTOR AND MAY BE EXECUTED ONLY WITH PRIOR APPROVAL FROM THE LANDSCAPE ARCHITECT AND OWNER'S REPRESENTATIVE. VERBAL AGREEMENTS OR REVISIONS WITHOUT A CHANGE ORDER WILL NOT BE RECOGNIZED BY LANDSCAPE ARCHITECT AND OWNER.
- ALL PLANTS MUST BE BID AND SELECTED PER THE SPECIES SPECIFIED ON THE PLANS. ANY SPECIES SUBSTITUTIONS MUST BE APPROVED IN WRITING BY LANDSCAPE ARCHITECT. THE SIZES OF PLANT MATERIAL LISTED HEREIN IS A MINIMUM ACCEPTABLE SIZE. ADDITIONALLY, IF EXCESSIVE PRUNING REDUCES THE CROWN THE PLANT SHALL BE REPLACED.
- PROTECT PUBLIC FROM CONSTRUCTION WITH BARRIERS AND BARRICADES.
- ALL AREAS THAT WERE DISTURBED DURING CONSTRUCTION AND AREAS NOT COVERED WITH PAVEMENT, BUILDING, PLANTING BEDS, OR TREE PITS ARE TO BE TOPSOILED 3" DEEP (MIN.) AND SHALL BE SOODED/SEEDED WITH SPECIFIED LAWN GRASS. LANDSCAPE CONTRACTOR SHALL INCLUDE COST PER SQUARE YARD FOR ADDITIONAL SEED OPERATIONS AS MAY BE POSSIBLY REQUIRED TO REESTABLISH ADJACENT TURF GRASS AREAS WHICH MAY BECOME DAMAGED DURING THE CONSTRUCTION PROCESS OR TO REPAIR DAMAGE DONE BY OTHERS.
- CONTRACTOR IS RESPONSIBLE FOR FURNISHING ALL MATERIALS, TOOLS, EQUIPMENT, LABOR, AND PLANTS NECESSARY FOR PROPER PLANTING AND INSTALLATION OF ALL LANDSCAPE MATERIAL.
- THE PLANS ARE TO SUPERSEDE THE PLANT LIST IN ALL CASES.
- CONTRACTOR IS RESPONSIBLE FOR ALL ESTIMATING AND BIDDING, ALL AREAS, QUANTITIES MATERIALS SHOULD BE FIELD VERIFIED WITH SITE CONDITION.
- WHERE DISCREPANCIES OCCUR BETWEEN THE LANDSCAPE PLANS AND/OR ARCHITECTURAL AND/OR THE CIVIL DRAWINGS (AND ANY OTHER SITE DRAWINGS) THE DISCREPANCIES MUST BE BROUGHT TO THE LANDSCAPE ARCHITECTS ATTENTION FOR COORDINATION AND RESOLUTION.
- ALL DISEASED, NOXIOUS OR INAPPROPRIATE MATERIALS SHALL BE REMOVED FROM THE PROPOSED SITE PRIOR TO THE START OF CONSTRUCTION AND DURING THE MAINTENANCE PERIOD.
- GENERAL CONTRACTOR SHALL LEAVE THE SITE FREE OF CONSTRUCTION DEBRIS.
- ALL LAWN AND PLANTING AREAS SHALL SLOPE TO DRAIN A MINIMUM OF 2% UNLESS NOTED OTHERWISE AND REVIEWED WITH OWNER'S REPRESENTATIVE FOR FINAL APPROVAL.
- FINISH GRADES FOR SHRUB AND GROUND COVER AREAS SHALL BE HELD 1" BELOW TOP OF ADJACENT PAVEMENTS AND CURBS, UNLESS NOTED OTHERWISE ON THE PLANS. REFER TO LSP1.4 FOR FURTHER INFORMATION.
- ALL PERENNIAL, ANNUAL AND GROUND COVER AREAS TO RECEIVE A BLEND OF ORGANIC SOIL AMENDMENTS PRIOR TO PLANTING. TILL THE FOLLOWING MATERIALS INTO EXISTING TOPSOIL TO A DEPTH OF APPROXIMATELY 8". A DEPTH OF 12" IN TREE PITS. PROPORTIONS AND QUANTITIES MAY REQUIRE ADJUSTMENT DEPENDING ON THE CONDITION OF EXISTING SOIL. REFER TO LSP1.4 FOR FURTHER INFORMATION.
PER EVERY 100 SQUARE FEET ADD: ONE - 2 CUBIC FOOT BALE OF PEAT MOSS, 2 POUNDS OF 5-10-5 GARDEN FERTILIZER, 1/4 CUBIC YARD OF COMPOSTED MANURE OR OTHER COMPOSTED, ORGANIC MATERIAL.
- ALL SHRUBS TO BE POCKET PLANTED WITH A 50/50 MIX OF COMPOSTED, ORGANIC MATERIAL AND EXISTING SOIL. INSTALL TOPSOIL INTO ALL BEDS AS NEEDED TO ACHIEVE PROPER GRADE. REMOVE ALL EXCESSIVE GRAVEL, CLAY AND STONES. REFER TO LSP1.4 FOR FURTHER INFORMATION.
- PLANT ALL TREES SLIGHTLY HIGHER THAN FINISHED GRADE AT ROOT FLARE. BACK FILL HOLE WITH 2/3 EXISTING TOPSOIL AND ORGANIC SOIL AMENDMENTS SPECIFIED IN NOTE 15. AVOID ANY AIR POCKETS. DISCARD ANY GRAVEL CLAY OR STONES. REFER TO LSP1.4 FOR FURTHER INFORMATION.
- ALL TREES TO BE INSTALLED, STAKED AND GUYED ACCORDING TO DETAILS. REFER TO ANSI STANDARDS FOR PLANTING 2012 AND DETAILS ON LSP1.4 FOR FURTHER INFORMATION.
- PROVIDE A 4'-0" - 5'-0" DIAMETER MULCH RING AT THE ROOT BALL FLARE OF ALL LAWN TREES.
- ALL PLANTINGS TO BE WATERED AT THE TIME OF PLANTING, THROUGHOUT CONSTRUCTION AND UPON COMPLETION OF PROJECT AS REQUIRED.
- WHERE SPECIFIED, ALL PLANT BEDS, PITS AND TREE RINGS ARE TO RECEIVE A MINIMUM OF 2" - 3" DRESSING OF SHREDDED HARDWOOD OAK BARK MULCH SHAVINGS FREE OF GROWTH, WEEDS, FOREIGN MATTER DETRIMENTAL TO PLANT LIFE OR GERMINATION INHIBITING INGREDIENTS. LANDSCAPE CONTRACTOR TO PROVIDE A SAMPLE TO OWNER FOR APPROVAL. CONTRACTOR TO TAKE CARE WITH INSTALLATION NOT TO DAMAGE OR COVER PLANTS. REFER TO LSP1.4 FOR FURTHER INFORMATION.
- LAWN INSTALLATION: CONTRACTOR TO FURNISH AND PREPARE TOPSOIL (3" MIN) AND SEED BED (REMOVE ALL STONES 1" OR LARGER), APPLY STARTER FERTILIZER AND SEED UNIFORMLY. PROVIDE A MULCH COVERING SUITABLE TO GERMINATE AND ESTABLISH TURF. EROSION CONTROL MESH SHOULD BE USED IN SWALES AND STEEP GRADES WHERE APPLICABLE. METHODS OF INSTALLATION MAY VARY AT THE DISCRETION OF CONTRACTOR. IT IS HIS/HER RESPONSIBILITY TO ESTABLISH AND GUARANTEE A SMOOTH, UNIFORM, QUALITY TURF. IF STRAW MULCH IS USED AS A COVERING, A TACKIFIER MAY BE NECESSARY TO AVOID WIND DAMAGE.
- DELUXE 50 GRASS SEED MIX REINDER'S (800) 785-3301**
20% KENTUCKY BLUE GRASS
15% NEWPORT KENTUCKY BLUE GRASS
15% SR 2100 Kentucky Bluegrass
25% Creeping Red Fescue
15% Replicator Perennial Ryegrass
10% Fiesta 4 Perennial Ryegrass
APPLY AT A RATE OF 200 POUNDS PER ACRE. REFER TO SUPPLIERS SPECIFICATIONS & INSTALLATION CUT SHEETS FOR FURTHER FORMATION
- DURING THE INITIAL "30 DAY MAINTENANCE PERIOD" THE LANDSCAPE CONTRACTOR IS REQUIRED TO PROVIDE AND ON-GOING PLEASANT VISUAL ENVIRONMENT WHEREAS ANY PLANT WHICH IS NOT RESPONDING TO TRANSPLANTING OR THRIVING SHALL IMMEDIATELY BE REPLACED. NEW LAWNS SHALL BE WATERED AND REPAIRED AND WEEDS MUST CONSTANTLY BE REMOVED, NO EXCEPTIONS WILL BE GRANTED.
MAINTENANCE NOTE:
MAINTENANCE IS THE RESPONSIBILITY OF THE PROPERTY OWNER TO MAINTAIN REQUIRED LANDSCAPING IN ACCORDANCE WITH THE MUNICIPALITY'S PROPERTY MAINTENANCE CODE AND AN APPROVED MAINTENANCE PLAN. THE MAINTENANCE MUST INCLUDE, AT A MINIMUM, METHODS FOR PROVIDING THE FOLLOWING:
• NECESSARY IRRIGATION (IF REQUIRED)
• INTEGRATED PEST MANAGEMENT,
• PROPER FERTILIZATION
• TREE CARE AND PRUNING, SHRUB TIP CLIPPING AND SHARPING AS REQUIRED
• REPLACEMENT OF LOST VEGETATION, AND ALL DISEASED, DAMAGED, OR DEAD MATERIAL WILL BE REPLACED BY THE END OF THE FOLLOWING PLANTING SEASON IN PERPETUITY.
• WEED MANAGEMENT AND BED CARE.
- ALL NEWLY PLANTED TREES AND SHRUBS ARE TO RECEIVE AN APPLICATION OF AN ANTI-TRANSPIRANT SPRAY THAT WILL EFFECTIVELY REDUCE THE WATER LOSS OF TRANSPARATION OF PLANT MATERIAL AND REDUCE THE STRESS OF TRANSPANTATION. IT IS RECOMMENDED AS PART OF THE ONGOING MAINTENANCE THAT ANY BROADLEAF EVERGREEN AND CONIFEROUS TREE AND SHRUBS (EXCLUDING ARBOVITAE) RECEIVE AN APPLICATION OF AN ANTI-DESICANT SPRAY TO REDUCE THE LOSS OF MOISTURE DUE TO WINTER DESICCATION.
- MAINTENANCE. THE OWNER SHALL TEND AND MAINTAIN ALL PLANT MATERIALS IN A HEALTHY GROWING CONDITION AS PER THE APPROVED PLAN. PLANTINGS SHALL BE REPLACED WHEN NECESSARY AND KEPT FREE FROM REFUSE & DEBRIS. ALL PLANTING MATERIAL WHICH IS DYING OR DAMAGED BEYOND RECOVERY SHALL BE REPLACED WITHIN SIX (6) MONTHS OR BY THE NEXT PLANTING SEASON, WHICHEVER COMES FIRST.
- LANDSCAPE / SITE DEMOLITION CONTRACTOR TO VERIFY LOCATIONS OF EXISTING TREES AND SHRUBS TO BE SALVAGED AND CLEARLY TAG THEM WITH MARKING TAPE AND CONSTRUCTION FENCE.

INSTALLER NOTE:
ANY AND ALL FINAL STREET LOCATIONS MUST BE COORDINATED WITH ALL BURIED UTILITIES. TREE SHOULD BE PLANTED A MINIMUM OF 10'-0" AWAY FROM A BURIED UTILITY OR STRUCTURE.

INSTALLER NOTE:
FINAL STREET TREE LOCATION TO BE COORDINATED WITH INDIVIDUAL HOME OWNER DRIVEWAY LOCATION. COORDINATE ANY REVISIONS TO STREET TREE PLAN WITH CITY LANDSCAPE ARCHITECT OR VILLAGE FORESTER.

INSITE
LANDSCAPE DESIGN

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& Master Planning Design Services

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REDFORD HILLS
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Sussex, WI 53089

Issuance and Revisions:

Date	Number	Description
03/04/22		Village Submittal

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Sheet Title:
PROPOSED LANDSCAPE PLAN,
GENERAL NOTES,
AND PLANT MATERIAL TABLE

Date of Drawing:	03/04/22
Scale:	1" = 20'-0"
Drawn By:	MCD
Job Number:	L22-014
Sheet Number:	

TO OBTAIN LOCATION OF PARTICIPANT'S UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN

DIGGERS HOT LINE
WISCONSIN STATUTE 182.0175 (1974) REQUIRES A MINIMUM OF 3 DAYS NOTICE BEFORE YOU EXCAVATE (NOT INCLUDING SATURDAY, SUNDAY OR LEGAL HOLIDAYS)

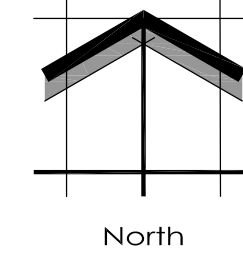
UNDERGROUND SEWER AND UTILITY INFORMATION AS SHOWN IS OBTAINED FROM THE RECORDS OF MUNICIPALITY AND LOCAL UTILITY COMPANIES. THE ACCURACY OF WHICH CAN NOT BE GUARANTEED OR CERTIFIED TO. THE LOCATIONS OF EXISTING UTILITY INSTALLATIONS AS SHOWN ON THIS SURVEY ARE APPROXIMATE. THERE MAY BE OTHER UNDERGROUND UTILITY INSTALLATIONS WITHIN THE PROJECT AREA THAT ARE NOT SHOWN.

TO OBTAIN LOCATION OF PARTICIPANT'S UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN CALL THE MILWAUKEE UTILITY ALERT NETWORK
(800)-242-8511, (262) 432-7910
(877) 500-9592
www.DiggersHotline.com
OR

811
Know what's below.
Call before you dig.

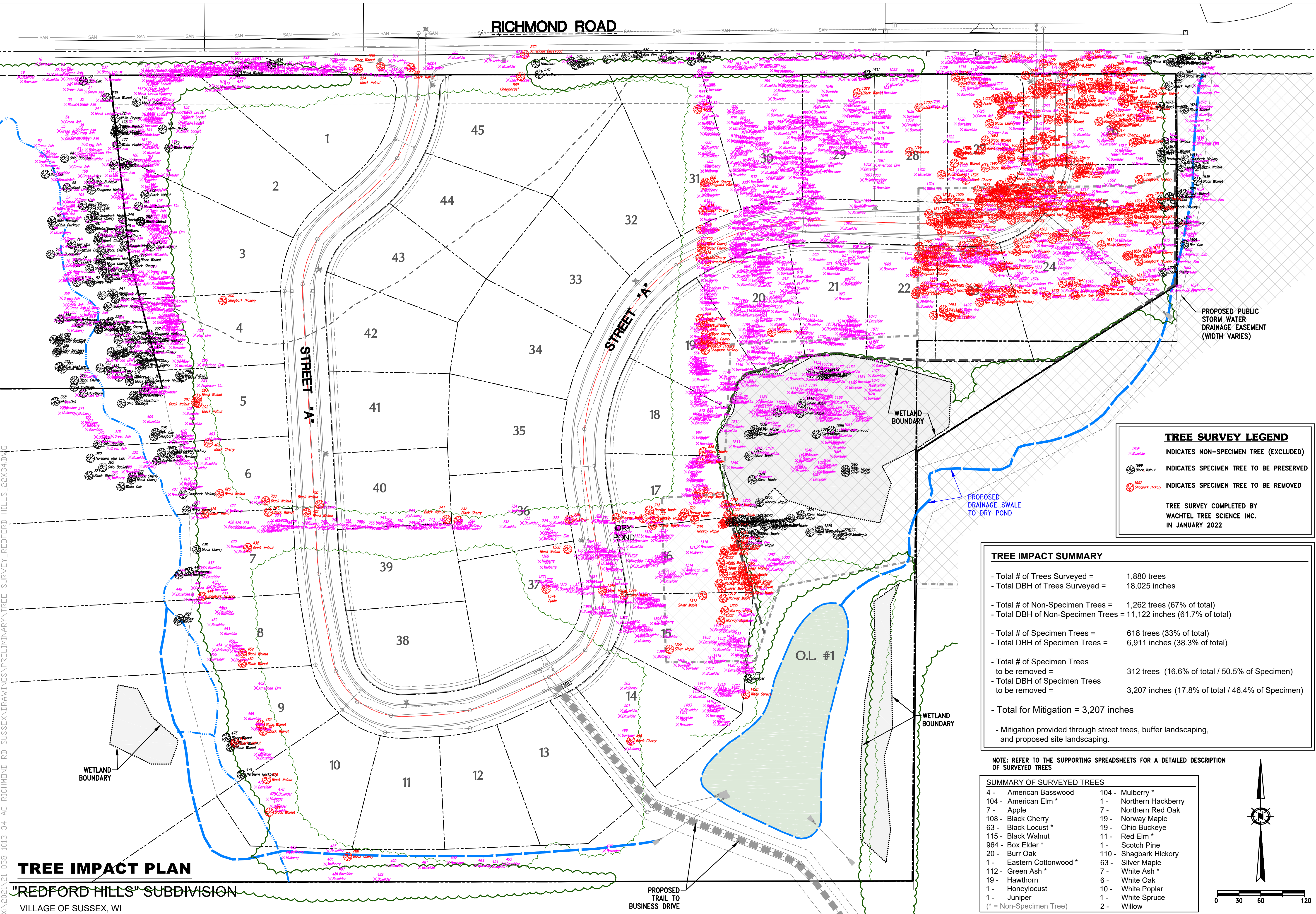
1 PROPOSED LANDSCAPE PLAN

SCALE: 1" = 60'-0"



NOT FOR CONSTRUCTION - PRELIMINARY - FOR ESTIMATING AND REVIEW ONLY - DO NOT SCALE THESE DRAWINGS - These progress documents reflect progress & intent & may be subject to change, including additional notes and detail. These are not final construction documents and should not be used for final bidding or construction-related purposes.

L22-014 - REDFORD HILLS - 03/04/2022



TREE IMPACT PLAN

"REDFORD HILLS" SUBDIVISION
VILLAGE OF SUSSEX, WI

TREE SURVEY LEGEND

- 1598 X.Bowlder INDICATES NON-SPECIMEN TREE (EXCLUDED)
- 1899 Black Walnut INDICATES SPECIMEN TREE TO BE PRESERVED
- 1657 Shagbark Hickory INDICATES SPECIMEN TREE TO BE REMOVED

TREE SURVEY COMPLETED BY
WACHTEL TREE SCIENCE INC.
IN JANUARY 2022

TREE IMPACT SUMMARY

- Total # of Trees Surveyed = 1,880 trees
- Total DBH of Trees Surveyed = 18,025 inches
- Total # of Non-Specimen Trees = 1,262 trees (67% of total)
- Total DBH of Non-Specimen Trees = 11,122 inches (61.7% of total)
- Total # of Specimen Trees = 618 trees (33% of total)
- Total DBH of Specimen Trees = 6,911 inches (38.3% of total)
- Total # of Specimen Trees to be removed = 312 trees (16.6% of total / 50.5% of Specimen)
- Total DBH of Specimen Trees to be removed = 3,207 inches (17.8% of total / 46.4% of Specimen)
- Total for Mitigation = 3,207 inches
- Mitigation provided through street trees, buffer landscaping, and proposed site landscaping.

NOTE: REFER TO THE SUPPORTING SPREADSHEETS FOR A DETAILED DESCRIPTION OF SURVEYED TREES

SUMMARY OF SURVEYED TREES	
4 - American Basswood	104 - Mulberry *
104 - American Elm *	1 - Northern Hackberry
7 - Apple	7 - Northern Red Oak
108 - Black Cherry	19 - Norway Maple
63 - Black Locust *	19 - Ohio Buckeye
115 - Black Walnut	11 - Red Elm *
964 - Box Elder *	1 - Scotch Pine
20 - Burr Oak	110 - Shagbark Hickory
1 - Eastern Cottonwood *	63 - Silver Maple
112 - Green Ash *	7 - White Ash *
19 - Hawthorn	6 - White Oak
1 - Honeylocust	10 - White Poplar
1 - Juniper	1 - White Spruce
(* = Non-Specimen Tree)	2 - Willow



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PROJECT:
REDFORD HILLS
SINGLE FAMILY DEVELOPMENT
VILLAGE OF SUSSEX, WISCONSIN
BY: **GEORGE ERWIN, III**
CAC INVESTMENTS, LLC

REVISION HISTORY

DATE	DESCRIPTION
3/04/2022	VILLAGE SUBMITTAL

DATE:
MARCH 4, 2022

JOB NUMBER:
21-040-953

DESCRIPTION:
TREE
IMPACT PLAN

SHEET

C1.1

Estimated Final Waitlist Totals for 2021*

Class	# People on Waitlist	Notes	R		NR	
Classes with 1 person on waiting list	28					
Family Art Birdhouse Painting	2		1		1	
Group Fitness Next Level Gentle Yoga:	2		2		0	
Hooper Hands Basketball 101 4-5 9:15	2		0		2	
Hooper Hands Basketball 101 6-8	2		1		1	
Hooper Hands Pass-Shoot-Score	2		2		0	
Pickleball Instructional Pickleball for Beginners - PM	2		1		1	
Pickleball Instructional Pickleball for Beginners -	2		0		2	
Preschool Sports First Sport Sampler (Sports Explorer)	2		2		0	
Preschool Sports Grown Up + Me Sports	2		1		1	
Tennis Introduction to Tennis	2		2		0	
Tumbling Introduction to Tumbling	2	New Sussex Class Added	1		1	
6-8-Week Dance Kick/Poms	3		2		1	
Day Camp Week 08: American Ninja Warrior	3	Limited by Space	1		2	
Family Art Henna Tattoo	3		3		0	
Pickleball Instructional Pickleball for Beginners - AM	3	Limited by Space	3		0	
Tennis Advanced Beginner/Intermediate: Ages 9-12	3		1		2	
Yoga & Meditation Yoga:	3	Limited by Space	3		0	
Fundamental Dance Introduction to Ballet & Tap	4		2		2	
Pickleball Instructional Pickleball for Beginners Evening	4		0		4	
Preschool Sports First Sport Sampler (Sports Explorer)	4		3		1	
Tennis Beginner: Ages 5-8	4		2		2	
Yoga & Meditation Yoga:	4		4		0	
Tumbling Introduction to Tumbling -	5	New Sussex Class Added	5		0	
Hooper Hands Basketball 101 - 4-5	6		4		2	
Pickleball Evenings -	7		3		4	
Preschool Sports Grown Up + Me Sports	8		8		0	
6-8-Week Dance Disney Dance	9	Added a session and still had a waitlist.	8		1	
Pickleball Pickleball Mornings	9		5		4	
Tumbling Introduction to Tumbling -	9	New Sussex Class Added	7		2	
Tennis Beginner: Ages 5-8	11		6		5	
Tennis Beginner: Ages 5-8	12		7		6	
Pickleball Pickleball Evenings	14		3		11	
Pickleball Instructional Pickleball for Beginners - PM	14		3		11	
Ninja Warrior Camp	21	Shared Program, no addtl. Capacity. Add VOS class 2022	15		6	
			111		75	
Waiting List Total	213	<i>Est. percentage of Combined Participant Waitlist</i>				
Total Participants in 2021	6940	3%				
Total Classes Offered in 2021	486	<i>Percentage of Classes with Waitlist Sizes</i>				
Total Classes with Waitlists (that have potential for change)	48	10%				
<i># Classes with 1-2 people on Waitlist</i>	25	52%				
<i># Classes with 3-5 people on Waitlist</i>	12	25%				
<i># Classes with 6-9 people on Waitlist</i>	6	13%				
<i># Classes with 10+ people on Waitlist</i>	5	10%				



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MEMORANDUM

To: Parks & Recreation Board
From: Halie Dobbeck, Parks and Recreation Director
Re: 2021 End of Year Fund Update
Date: February 11, 2022

2021 Facility Rental Revenues: \$ 63,182.88

*See Board Packet for Details

2022 Sussex Area Service Club 10 Year Contract Balance: \$62,953

*The Grove Oak Room Rental for Blood Drive on 6/1/2022 (\$412.50) is reflected in this balance.

2022 Lions Club 10 Year Contract Balance: \$113,663

*Light Diamond Rental for Flag Football 2022 (\$350.00) is reflected in this balance.

*Lions Daze 2022 Village Park Rental (\$6,855.00) is reflected in this balance.

*The Grove Oak Room Rental for Blood Drives (6) (\$2,640) is reflected in this balance.

2021 Tree Preservation Funds: \$77,145.75

*Prestwick \$41,345.75

*Woodland Trails \$35,800.00

Most of these funds will be returned upon completion of tree planting at the developments.

2021 Revenues By Facility

Facility	2021 Revenue	Notes
Armory Park Ball Field #1	\$ 2,825.00	
Armory Park Ball Field #2	\$ 2,645.00	
Armory Park Ball Field #3	\$ 2,480.00	
Armory Park Ball Field #4	\$ 1,815.00	
Village Park Ball Field #1 South	\$ 2,290.00	
Village Park Ball Field #2 Central	\$ 2,125.00	
Village Park Ball Field #3 North	\$ 2,345.00	
Village Park Hardball Diamond	\$ 2,695.00	
Village Park Lighted Diamond	\$ 2,255.00	Total Field Revenue: \$21,475.00
Armory Park Armory Park Concession Stand with Shelter	\$ 499.00	
Armory Park Soccer Field #1-#6	\$ 4,440.00	
Civic Center 1st Floor Meeting Room	\$ 20.00	
Civic Center Board Room	\$ 4,010.00	
Civic Center Community Room	\$ 3,805.00	*Does not include New Hope Church rental revenue
Civic Center Craft Room	\$ 140.00	*Does not include New Hope Church rental revenue
Civic Center Multipurpose Room	\$ 900.00	Sussex Fresh Market
Civic Center Studio	\$ 250.00	
Madeline Park Madeline Park Train Depot	\$ 2,137.00	
The Grove Maple Room & Kitchen	\$ 6,445.50	
The Grove Oak Room	\$ 5,157.00	
The Grove The Grove Splash Pad	\$ 400.00	
Village Park Circlemasters Green Space	\$ 325.00	Circlemasters and part of larger Events
Village Park Disc Golf Course	\$ 1,497.00	
Village Park Early Days Open Air Shelter	\$ 270.00	
Village Park Lions Open Air Shelter	\$ 4,207.00	
Village Park North Open Air Shelter	\$ 1,030.00	
Village Park Village Park Concession Stand Shelter	\$ 180.00	
Village Park Village Park Lion's Building	\$ 440.00	
*New Hope Church Rental Revenue	\$5,555.38	Reduced rate 3rd quarter due to COVID
Total Facility Revenue	\$ 63,182.88	



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MEMORANDUM

To: Parks & Recreation Board
From: Halie Dobbeck, Parks and Recreation Director
Re: Baseball Field Rental Priorities from Peer Communities
Date: February 11, 2022

At the November 2021 Park Board meeting, the Board requested that data be assembled from peer communities on how they prioritize field reservations for multiple organizations. The general, overall feedback is that most of our peer communities only have one renter (or have renters that only use specific fields) and they work these field requests in with their recreation department's programming.

Sussex's existing practice is below.

1. **Department Sponsored Leagues/Programs/Activities**
2. **Hamilton School District, Sussex Baseball Land o Lakes (Cardinals), private schools, associations, businesses, and resident-based leagues (Leagues which 75% of the participants are residents of Sussex.) Leagues must provide rosters with individual player addresses prior to the first field reservation date.**
3. **Non-Resident Based Leagues**
4. **General Rental Usage**

In addition to this existing practice, it is common practice that Village staff work to prioritize game field rentals over practice field rentals and may alter the field requests accordingly.

2021 initial field reservations requests are below. *These numbers do not include the fields that were claimed after the initial schedule was presented.*

SLYBA: 138 fields were requested. 13 instances where they were not given their "preferred field" due to game field requests from other organizations. All requests were scheduled.

Jr. Chargers Baseball: 317 fields were requested. 25 instances where they were not given their "preferred field" due to game field requests or requests for practice fields that already had a practice scheduled on them. 8 requests were not scheduled.

Jr. Chargers Softball: 115 fields were requested. 45 instances where they were not given their "preferred field" due to game field requests or requests for practice fields that already had a practice scheduled on them. 20 requests were not scheduled.

Pewaukee Predators: 168 fields were requested. 77 requests were not scheduled.

Merton Mavericks: Make all requests after initial schedule is released.

As presented at the November 2021 board meeting, below is the 2021 organization hierarchy.

Organization Name	Percentage of Sussex Residents	Actual Number of Sussex Residents	Total Enrolled	Practice Field Rentals 2021	Game Field Rentals 2021	Total Revenue 2021
Sussex-Lisbon Youth Baseball Association	57%	174	309	87	51	\$2,835
Jr. Chargers Baseball	48%	65	136	186	123	\$6,480
Jr. Chargers Softball	24%	11	46	79	15	\$1,630
Pewaukee Predators	9%	5	53	80	11	\$1,530
Merton Mavericks	27%	3	11	27	2	\$465
						\$12,940 (+ tax)

Peer Community data on field reservations priority:

Lisbon

1. SLYBA (Sussex Lisbon Youth Baseball Association)
2. Lannon Stonemen (use on Fridays when SLYBA does not have games)

City of Pewaukee & Village of Pewaukee

1. Department Sponsored Leagues/Programs/Activities
2. External Organizations (they only have 1)
3. First Come, First Served if availability exists

Elm Grove

1. Department Sponsored Leagues/Programs/Activities
2. External Organizations (they have 1 – in the past they had 2 but they were affiliated with each other so they built the schedule together)
3. Residents

Germantown

1. Department Sponsored Leagues/Programs/Activities
2. Largest usage to smallest usage (but currently only have one organization)

Hartford

1. Local Baseball Club (has Priority Agreement; \$1,000 for a guaranteed field (dragged) all season) – was original and only renter until 2020.
2. High School Teams
3. Department Sponsored Leagues/Programs/Activities
4. Fastpitch Softball Club
5. First Come, First Served for remaining fields

Hartland

1. Department Sponsored Leagues/Programs/Activities
2. Land O'Lakes, Lake Country Youth Baseball, Hartland Athletic Advancement Association, private schools, public schools, associations, businesses, resident-based leagues and Residents (no defined residency percentage)
3. Non-resident based league sand non-residents

**Hartland's Park Board is actively reviewing this policy in 2022.*

Oconomowoc

1. Department Sponsored Leagues/Programs/Activities
2. School District High School Teams
3. Community Organizations as approved by the Parks and Recreation Board (school district clubs or groups)
4. Independent Teams/Groups/Leagues – Resident-Based (minimum 75% residents)
5. Non-Resident Groups
6. Non-Resident Tournaments

**The City of Oconomowoc through the Parks, Recreation and Forestry Department promotes the fair and equitable use of community facilities by scheduling field reservations and assisting local resident based organizations and groups in providing a wide range of opportunities for the overall community. The Department reserves the right to regulate aspects of applications in order to most effectively serve all resident interests.*

Grafton

First come, first served.

Delafield

First come, first served.

* Doesn't get a lot of reservations.