

MEETING AGENDA

PLYMOUTH REDEVELOPMENT AUTHORITY CITY OF PLYMOUTH, WISCONSIN

THURSDAY AUGUST 10, 2023 @ 7:30 AM

Plymouth City Hall
FIRE DEPARTMENT TRAINING ROOM
128 Smith Street
Plymouth, WI 53073

Members Present:

Lee Gentine
 Donna Hahn
 John Nelson
 Randy Schwoerer
 Ronna O'Toole
 Ken Pannier

Staff:

Tim Blakeslee
 Anna Voigt

Other:

The Plymouth Redevelopment Authority's mission is to serve as a catalyst for development which supports Plymouth as a welcoming place for the arts, entertainment, shopping, dining, working and living. The Authority has a particular interest in the physical revitalization of downtown Plymouth as an inviting atmosphere which encompasses not only buildings but also streetscapes, parking areas, signage, sidewalks, pedestrian lighting and green spaces including the River Walk corridor.

1. Call to order and roll call.
2. Approval of Meeting Minutes from the July 13, 2023 meeting.
3. Discussion and possible action of a pocket park in the former Strutz Financial Building Space
4. Discussion and possible action on Antoinette the Cow sign purchase and/or rehab from Marshall Sign
5. Communication – Letters, E-mails, or Reports Related to the Redevelopment Authority (Staff, Chairperson, Members etc.)
6. Adjournment

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the City of Plymouth ADA Coordinator Leah Federwisch, located in the Plymouth Utilities office at 900 County Road PP, Plymouth, WI or call 920-893-3853.

UNOFFICIAL MINUTES

PLYMOUTH REDEVELOPMENT AUTHORITY CITY OF PLYMOUTH, WISCONSIN

THURSDAY JULY 13, 2023

- 1. Call to order and roll call:** Chairman Gentine called the meeting to order at 7:30 AM. Members present were Lee Gentin, Donna Hahn, John Nelson, Randy Schwoerer, Ronna O'Toole, and Ken Pannier. Tim Blakeslee, Anna Voigt, Mary Hauser, Alder. Penkwitz and Patrick Campbell were also in attendance.
- 2. Approval of Meeting Minutes from the June 15, 2023 meeting** Motion was made by Nelson/Schwoerer to approve the minutes from June 15. A unanimous aye vote was cast. Motion carried.
- 3. Public Hearing – Revolving Loan Fund Program: RDA Project Plan #3 and Revolving Loan Fund Program Manual:** Blakeslee gave a brief overview of the Revolving Loan Fund Program. Chairman Gentine opened the public hearing. With no comments from the public Gentine closed the hearing at 7:39 AM.
- 4. Approve Resolution 2 Creating the City of Plymouth Redevelopment Authority Revolving Loan Fund:** Motion was made Hahn/Schwoerer to approve Resolution 2 Creating the City of Plymouth Redevelopment Authority Revolving Loan Fun. A unanimous aye vote was cast. Motion carried.
- 5. Discussion and possible action on interest of a pocket park in the Strutz Financial Building Space:** Gentine handed out quotes and layout from 3 consultants he reached out to do landscape the pocket park. The committee reviewed material from Landmark Landscaping, Restoration Gardens, and Otter Creek. The committee went over a few concerns one of them being curbing around the park. The committee decided to go ahead and get more information from the landscaping companies. More information will be presented at the next meeting.
- 6. Communication – Letters, E-mails, or Reports Related to the Redevelopment Authority (Staff, Chairperson, Members etc.) :** Various members gave information about different events going on in the community.
- 7. Adjournment:** Motion was made by Schwoerer/O'Toole to adjourn. A unanimous aye vote was cast. Motion carried.

To: RDA Board Members and Associated City Rep's

From: Lee Gentine

Subject: Pocket Park Landscape Summary

Date: August 4, 2023

Here is a summary of the three final bids we received from Otter Creek, Restoration Gardens, and Landmark Landscapes. Each of the landscapers were pretty thorough and followed the RDA Board directions including: 1) Making the park durable and relatively maintenance free (included stone mulch rather than bark, lower maintenance perennials with several shade trees and hardscape walking path) 2) Low maintenance benches and/or picnic table, 3) Colorful foliage.

The summary numbers are as follows:

Restoration Gardens: \$28,648 -

- a) They recommend permeable pavers in the area of the picnic-table
- b) They included 6 low voltage spot-lights for lighting the trees. (connection not incl)
- c) They include two benches and one picnic-table

Landmark Landscapes \$39,984

- a) They used the original plan prepared to for grant bid but recommend a second entrance and full plant/tree selection if they bid.
- b) They include three benches only and no picnic-table

Otter Creek Landscaping \$30,486

- a) They offered the broadest range of options. I circled the ones that most closely similar to the two other two landscapers.
- b) The far north circle is actually a raised seating area using Stones and Seating Stones
- c) They included four benches (with backs), and two picnic tables
- d) They offered two London-Style Solar Lamps (Additional \$2,000)
- e) I need confirmation but they suggested that their crew could do some basic clean-up of plants and stone mulch as necessary.



RESTORATION GARDENS
 W4429 County Road JM
 Sheboygan Falls, WI 53085
 920-467-8370
rg@resgardens.com
WWW.RESTORATIONGARDENS.COM
 FAX 920-467-8372

City of Plymouth

July 31, 2023

Scope of work

Restoration Gardens is proposing to create a little “pocket park” adjacent to Stayer Park. This will include installing approximately 140 square feet of pavers for a picnic table. Pavers will have polymeric sand swept into the joints and then sealed with a natural matte sealer. We will install a natural stone border around perimeter of patio. A crushed stone path defined by the same border stone as was installed around patio will be installed through the park. Some of the sand fill will need to be removed and we will add at least 4” of good topsoil, compost and amendments. New plant material and stone mulch will be added. Low voltage uprights will be placed under two deciduous trees. Transformer for low voltage lights will be provided by and installed by others. We will also deliver one picnic table and two benches.

Materials needed

153 square feet Unilock Treo smooth pavers- Sierra color, random pattern	\$1293.00
2 tons Fond du Lac edgers	\$ 856.00
3.3 tons Red granite screenings	\$ 415.00
Base materials, fabric underlayment, polysand and sealer	\$ 910.00
1 Acer rubrum ‘Redpoint’ #15 ct	\$ 240.00
3 Betula ‘Parkland Pillar’ #7 ct @ 130.00 ea	\$ 390.00
1 Ulmus ‘Emerald Sunshine’ #15 ct	\$ 230.00
6 Juniperus ‘Taylor’ 5’ B&B @ 150.00 ea	\$ 900.00
11 Aronia ‘Low Scape Mound’ #3 ct @ 40.00 ea	\$ 440.00
5 Hydrangea ‘Limelight Prime’ #5 ct @ 45.00 ea	\$ 225.00
1 Sambucus ‘Lemony Lace’ #3 ct	\$ 44.00
5 Syringa ‘Bloomerang Purple’ #3 ct @ 46.00 ea	\$ 230.00
7 Weigela ‘Fine Wine’ #3 ct @ 44.00 ea	\$ 308.00
9 Chasmanthium latifolium #1 ct @ 14.00 ea	\$ 126.00
5 Miscanthus ‘Morning Light’ #2 ct @ 29.00 ea	\$ 145.00
6 Calamintha ‘Montrose White’ #1 ct @ 14.00 ea	\$ 84.00
11 Echinacea ‘Magnus’ #1 ct @ 10.00 ea	\$ 110.00
9 Sedum ‘Thundercloud’ #1 ct @ 12.00 ea	\$ 108.00
12 yards topsoil	\$ 336.00
8 yards composted soil	\$ 264.00
8 bales peat moss	\$ 120.00
12.4 tons Midnight Melody stone mulch	\$1550.00
6 Cast-Craftsman series 1 LED 4.3W spot light-bronze	\$1830.00
12-2 wire	\$ 128.00
1 Park 36” Round Picnic Table (teak color)	\$1850.00
2 Farmhouse Trestle 65” bench (teak color)	<u>\$ 1302.00</u>
Total materials	\$14434.00

Labor and equipment	\$13011.00
Applicable taxes	<u>\$ 1203.00</u>
Total for project	\$28648.00

If you are interested in our proposal and would like us to go ahead with the work, we would like to ask for \$14000.00 as a down payment before work will begin. The remaining balance will be due upon completion of the project. Additional charges of 1 ½% per month of the invoiced amount will be incurred if the balance is not received within 30 calendar days of the invoice date.

This quote is valid for a period of thirty (30) days unless installer agrees otherwise.

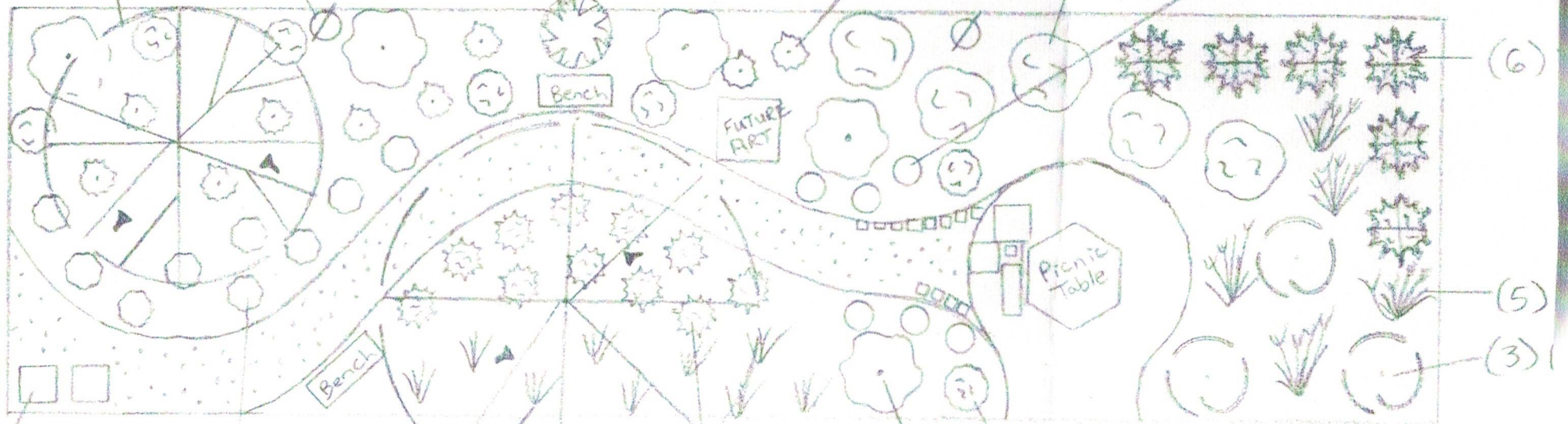
If you have any questions or need clarification regarding something in my proposal, please feel free to call me at 920-467-8370. If this proposal is acceptable, please sign and return a copy of it to Restoration Gardens.

Thank you for your consideration.

Quoted by: Brian K. Grimm

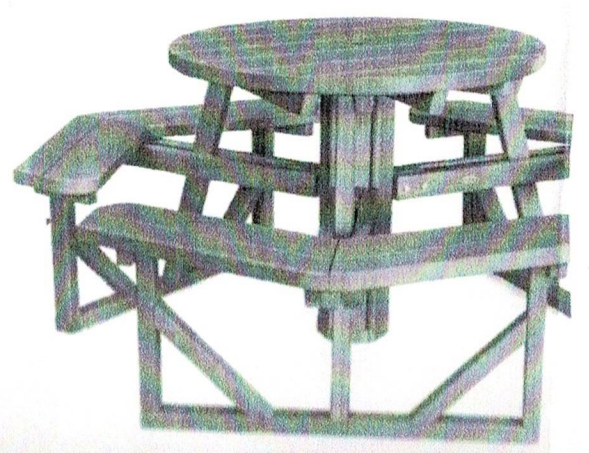
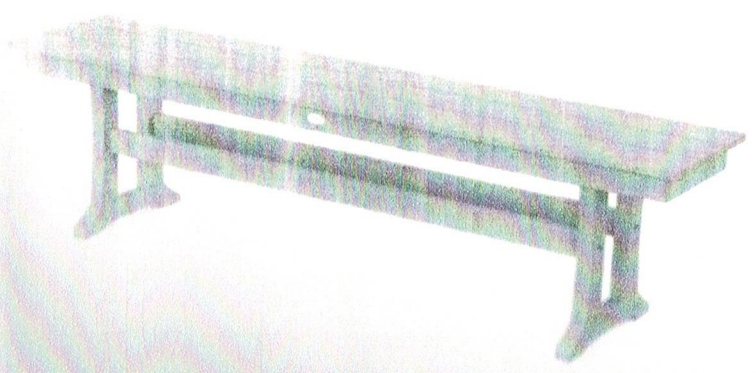
Accepted by _____ Date _____

ULMUS 'Emerald Sunshine'
 SAMBUCUS 'Lemony Lace'
 (2) LIGHT POLES
 (9) ECHINACEA 'Magnus'
 (5) HYDRANGEA 'Limelight Princess'
 (6) CALAMINTHA 'Montrose'



(9) SEDUM 'Thundercloud'
 (9) CHASMANTHIUM latifolium
 (11) ARONIA 'Low Scape Mound'
 Acer rubrum 'Redpoint'
 (7) WEIGELA 'Fine Wine'
 (5) SYRINGIA 'Blommerring Purple'
 (3)

RECYCLING





**Landmark
Landscapes**

**LANDMARK LANDSCAPES
300 FOREST AVE
SHEBOYGAN FALLS, WI 53085
Phone: 920-467-6442
benp@landmarklandscapes.pro**

**July 27, 2023
Estimate# 9090**

**Lee Gentine
535 Krumrey St
Plymouth, WI 53073**

Plymouth Pocket Park - Landscape Installation

SCOPE OF WORK

Landmark Landscape, Inc., ("Landmark Landscape") shall provide the necessary labor, equipment, and materials to perform all landscape work in accordance with the landscape plan, including all specifications as described further below at the Gentine, Lee located at 535 Krumrey St, Plymouth, WI 53073 (the "Work"). All Work will be performed in an efficient and cost-effective manner using modern, well-maintained and presentable equipment. Proper personal protective equipment will be worn in accordance with OSHA regulations and all Work will be performed in accordance with the green industry's accepted best practices.

Planting Bed Preparation

Price Includes:

- Deliver composted topsoil to property.
- Excavate and haul away existing sand/soil in planting bed areas as needed.
- Installation of 6" composted topsoil in planting bed areas. Topsoil to be installed within 1-2" of finished grade height.
- Rototill composted topsoil into existing soil.
- Remove all debris greater than 2" from planting beds.
- Excavate natural bed edges by hand/machine.
- Haul debris off site.

Planting Bed Preparation Total: \$7,189.64

Plantings

Price Includes:

- Delivery of plantings..
- Layout and installation of plantings per plan.
- Installation of slow release fertilizer root packs.
- Watering the new plants one time during planting.

Plantings Total: \$11,675.04

Crushed Stone Installation - Paths & Sitting Areas

Price Includes:

- Deliver crushed stone to property.
- Installation of landscape fabric.
- Installation of 3" of 3/8" diameter Orange Rotten Granite decorative stone over landscape fabric.
- Installation of Aluminum Edging (mill finish color) as a border for the decorative stone bed.
- Haul debris off site.

Crushed Stone Installation - Paths & Sitting Areas Total: \$4,023.99

Decorative Stone Installation

Price Includes:

- Mobilizing materials to the property
- Installation of Landscape Fabric
- Installation of Stone Bark

Decorative Stone Installation Total: \$5,531.64

Bench & Trash Container Budget

Price Includes:

- Deliver and install (3) commercial-grade outdoor benches & (2) commercial-grade outdoor Garbage/Recycling containers per plan.
- Benches to be anchored into the ground

***Final price to be determined based on Bench and Trash Container selections.

Bench & Trash Container Budget Total: \$11,564.14

Subtotal: \$39,984.45
TAX (5.5%): \$1,563.12
Grand Total: \$41,547.57

Payment Schedule

Deposit due at Signing Contract	\$20,773.55
Due at Completion of Project	\$20,774.02

Payment Terms: Net 30

Landmark Rep: Ben Protzmann Date: 7/27/2023
 Benjamin Protzmann

I/we Lee Gentine acknowledge that I have read, understand and agree to all the terms, conditions and exclusions of the contract, and agree to pay the accepted total based upon the terms of payment.

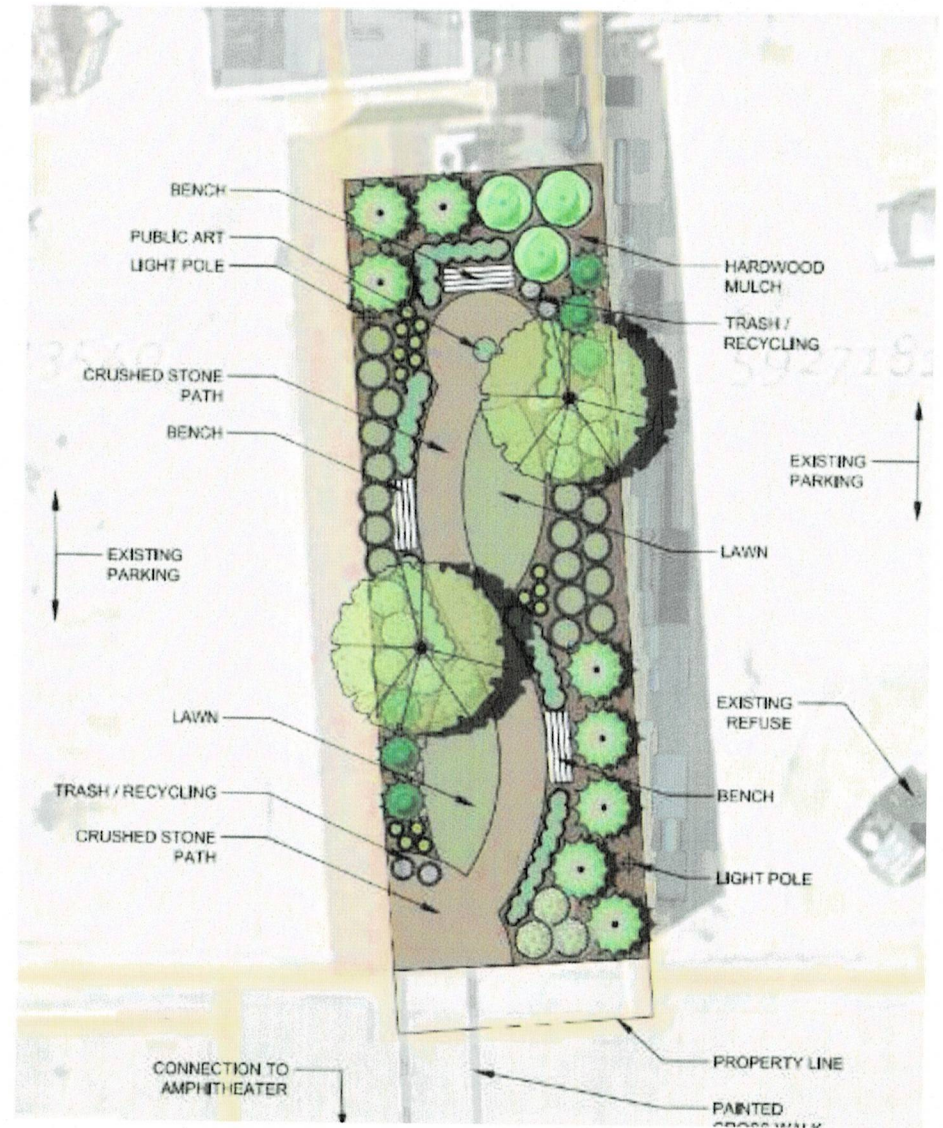
Client Signature: _____ Date: _____

This proposal is valid until Wednesday, August 16, 2023



Landmark
Landscapes

Pocket Park City of Plymouth



Descriptive Narrative

The following is a descriptive narrative of how we would approach the City of Plymouth's Pocket Park Design/Build Project.

Our proposal is based on the design provided and drafted by Harwood Engineering Consultants. We believe that the principles of the design are solid. However, should we be awarded this project we would do as follows:

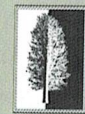
- Change the path so that it can be entered and exited on both ends of the park
- Substitute plant material that is generally shorter that allows better visibility into the park to increase security

The following changes were already factored into the design and represented in our proposal:

- Substitute the Lawn for planting beds comprised of the groundcover *Waldestenia*
- Substitute the Hardwood Mulch for a decorative stone called Stone Bark
- Factored in two garbage receptacles versus the four indicated on the design

Also, it is our understanding that the park will be enveloped by curbing that we are not responsible for. Nor are we responsible for the curb cut-outs at the entrance/exit points.

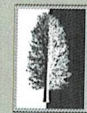
And last, we were asked to provide a solar-powered post-light option. After extensive research, we are not able to find a light option that we would be proud to install. As the lights we found in the marketplace do not appear to be bright enough to illuminate the space in a manner that would provide adequate lighting and security.



Trash Cans (2)



City of Plymouth Pocket Park



Landmark
Landscapes

Back-less Bench (3)



City of Plymouth - Pocket Park

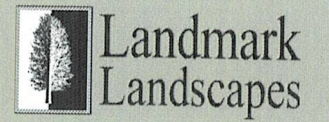


Landmark
Landscapes

Waldestenia



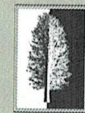
Turf Alternative



Stone Bark



Substitute For Hardwood Mulch



Landmark
Landscapes

Orange Rotten Granite



Crushed Stone Path & Sitting Area



Landmark
Landscapes

OTTER CREEK

PLYMOUTH POCKET PARK CONCEPT ESTIMATE

Patio/Walkway Options:

- a. Paver Patio Option 21123.40
- b. Turf with Stone Edger Option 12729.85
- c. Crushed Stone Path with Edger Option 9560.32

Planting Beds:

- Plant Material Budget 6000.00
- Labor to Install Plants 2900.00
- Soil Budget for Beds 2175.00

11,075

Mulch Options:

- a. 10 Yards Harwood Mulch Installed Option 1330.00
- b. 10 Yards Stone Mulch with Weed Fabric Installed Option 2851.00

Stone Work:

- Retaining Wall for Sculpture/Seating 1468.40
- Accent Stones/Seat Stones Budget 1500.00

Design:

- Design/Consultation 500.00

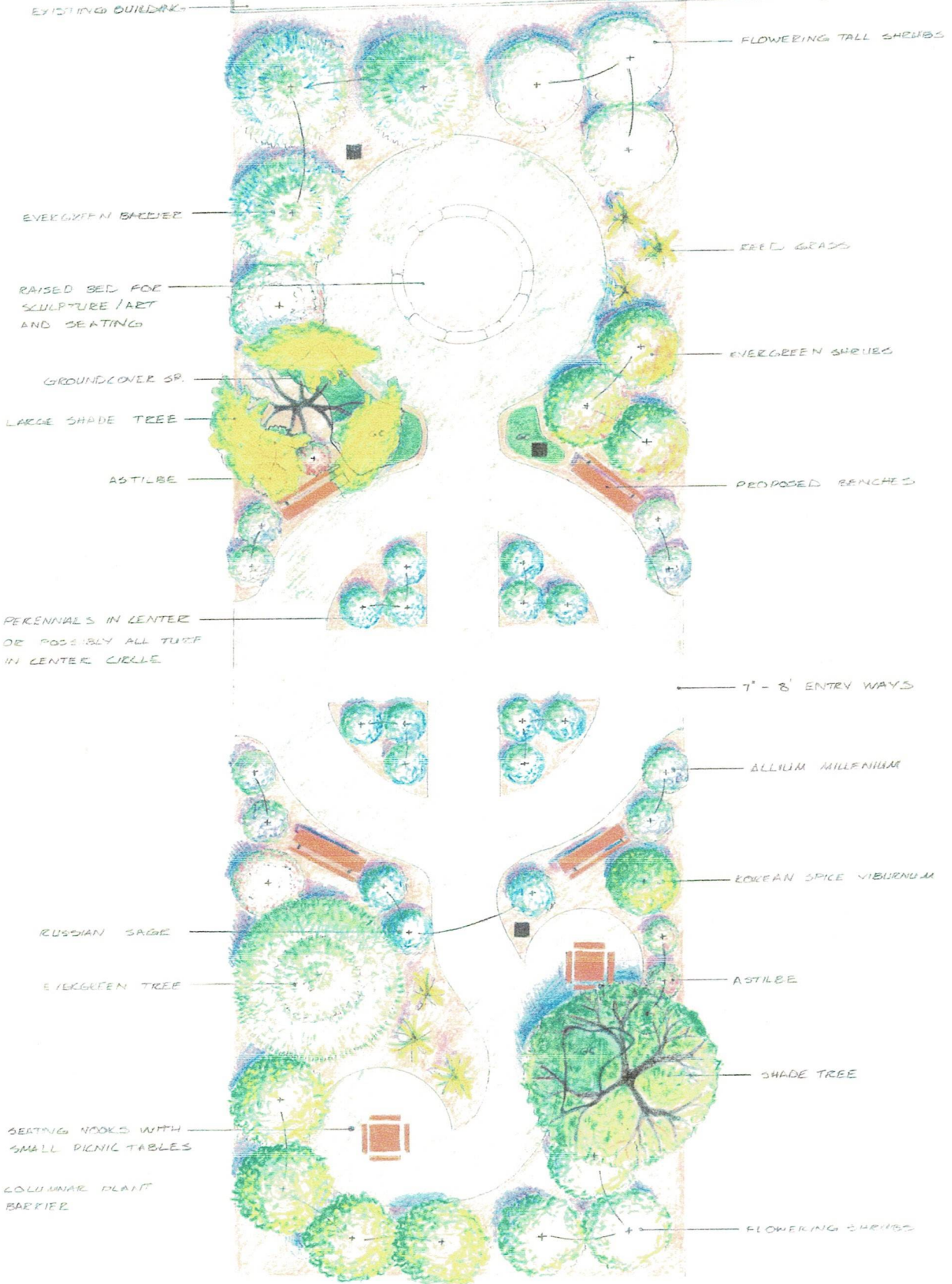
Park Amenities:

- Benches/Picnic Tables Budget 3500.00
- Solar Street Lamps Budget 2000.00
- Waste Bins Budget 1500.00

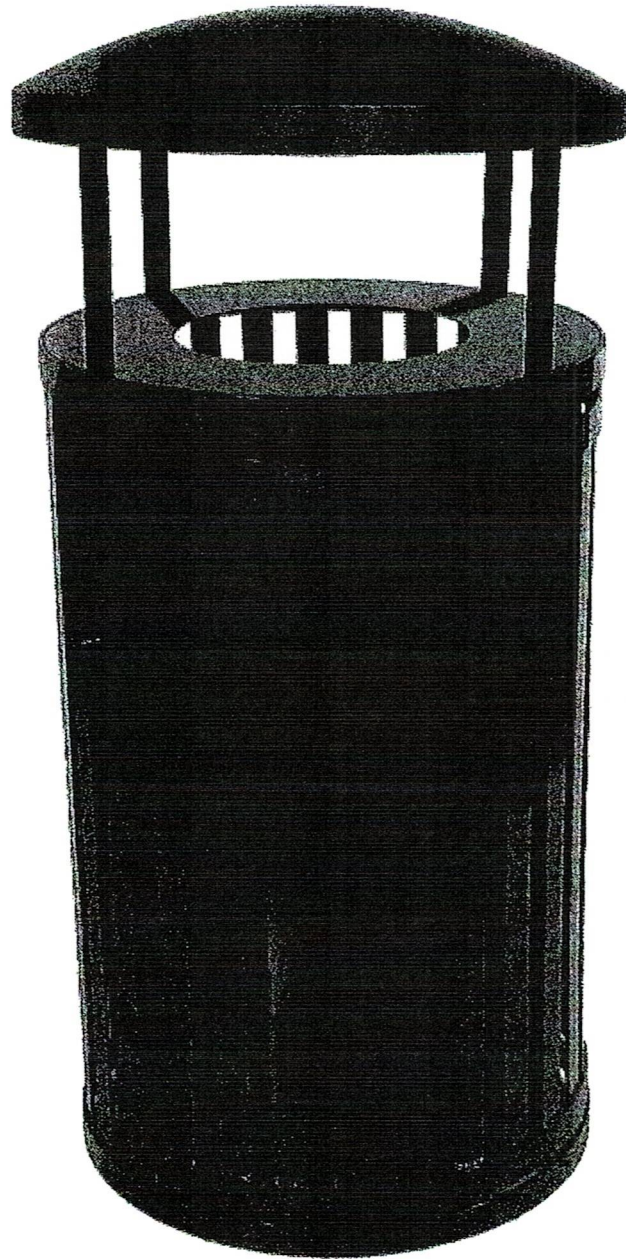
5,000

= \$ 30486

OTTEE CREEK LANDSCAPE
 PLYMOUTH PARKING LOT CONCEPT
 SCALE: 3/16" = 1' - 0"



• TRASH CAN SAMPLE / PRECEDENT



- RAIN GUARD.

• BENCH SAMPLE IMAGE/PRECEDENT



- RECYCLED PLASTIC +
CEDAR BENCH

- BOLTS TO PREVENT THEFT

- COULD POTENTIALLY USE SEAT STONES
LIKE THE CHECKER BOARD EXAMPLE



SEAT STONES W/
CHECKER FEATURE

• PICNIC TABLE IMAGE / PRECEDENT



- BOLT DOWN TO PREVENT THEFT

- ACCESSIBLE FROM ALL SIDES

- FAMILY / GROUP SEATING

◦ SOLAR LIGHT EXAMPLE



- LUTEC LONDON POST
SOLAR LIGHT

- TURF W/ EDGER EXAMPLE



- LOW MAINTENANCE AND ALWAYS GREEN!

• FOND DU LAC RETAINING WALL EXAMPLE



City of Plymouth
128 Smith St. - P.O. Box 107
Plymouth, WI 53073-0107



Telephone: (920) 893-3745
Facsimile: (920) 893-0183
Web Site: plymouthgov.com

DATE: August 7, 2023

TO: RDA

FROM: Tim Blakeslee, City Administrator/Utilities Manager

RE: Discussion and possible action on Antoinette the Cow sign purchase and/or rehab from Marshall Sign with RDA funding to support the project.

Background: Antoinette the Cow serves as one of the City's tourist attractions. It is currently scheduled to be repainted this year. The sign in front of Antoinette the Cow is also in poor condition. A quote with various options to restore the sign was obtained from Marshall Sign (Attached). Staff recommends reviewing the quotes from Marshall Sign and providing a recommendation.

Recommendation: Possible action on Antoinette the Cow sign purchase and/or rehab from Marshall Sign with RDA funding to support the project.

From: "Jim Marshall" <marshallsign@wi.rr.com>
Subject: Antoinette Sign - Marshall Sign (3) Budget Options
Date: August 7, 2023 at 6:44:30 AM CDT
To: "Lee Gentine" <leegentine@wi.rr.com>
Cc: "Marshall Sign Co." <marshallsign@wi.rr.com>

Hi Lee~

Some Budget Options:

New Carved Composite Sign with New Posts & Structural Supports as Needed: \$7,500

Carved Sign Mounted to Existing Sign Face & Structure: \$4,000

Aluminum Sign Panel Overlay with Vinyl Graphics: \$2,500

Sincerely,

Jim Marshall | Owner

P: 920-526-3100

Cell: 920-980-1627

Design Office: 920-526-3030

E-mail: marshallsign@wi.rr.com

Web Page: www.marshallsign.com

MAILING ADDRESS:

W6415 Oak View Lane

Plymouth, WI 53073-3937

DESIGN, FABRICATION, & SHIPPING ADDRESS:

220 Young Street

Glenbeulah, WI 53023