



Take notice that the City of Ashland Common Council will meet at 6:00 PM in the City Hall Council Chambers, 601 Main Street W. Ashland, WI to consider and act upon the following agenda.

To attend virtually, the meeting from your computer, tablet or smartphone:

<https://global.gotomeeting.com/join/500263957>

Or dial in using your phone. United States (Toll Free): 1-877-309-2073 Access Code: 500-263-957

Please contact the Clerk's office if you require accommodations to attend the meeting.

Tuesday, June 24, 2025 Ashland City Council Meeting Agenda

1. CALL TO ORDER

A. Roll Call, Moment of Silence and Pledge of Allegiance

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

A. June 10, 2025 City Council and Committee of the Whole Meeting Minutes

4. CITIZEN PARTICIPATION PERIOD

5. MAYOR'S REPORT

A. Announcements

6. ADMINISTRATOR'S REPORT

7. CONSENT AGENDA

- A. Approve the Contract between the City of Ashland and Wisconsin Hazardous Materials Response System Services from the Northwest Wisconsin Hazardous Materials Taskforce (*Fire Department*)
- B. Approve the City of Ashland Comprehensive Outdoor Recreation Plan 2025-2030 (*Public Works*)
- C. Approve a Memorandum of Understanding (MOU) between the City of Ashland and the School District of Ashland Regarding Shared Facility Use (*Parks & Recreation*)

8. NEW BUSINESS

- A. **Public Hearing Regarding Sidewalk Special Assessments for the 2025 Ellis Avenue Pavement Replacement Project** *(Public Works)* Roll
- B. **Approve a Final Resolution Authorizing Public Improvement and Levying Sidewalk Special Assessments against Benefited Property in the City of Ashland, Ashland County, Wisconsin for the 2025 Ellis Avenue Pavement Replacement Project** *(Public Works)* Roll
- C. **Public Hearing Regarding Sidewalk Special Assessments for the 2025 Chapple Avenue Reconstruction Project** *(Public Works)* Roll
- D. **Approve a Final Resolution Authorizing Public Improvement and Levying Sidewalk Special Assessments against Benefited Property in the City of Ashland, Ashland County, Wisconsin for the 2025 Chapple Avenue Reconstruction Project** *(Public Works)* Roll
- E. **Consider a Resolution to Acknowledge Review of the 2024 Compliance Maintenance Annual Report (CMAR) for the Ashland Wastewater Utility Pursuant to the Requirements of NR 208, Wisconsin Administrative Code** *(Public Works)* Roll
- F. **Consider an Application for Alcohol Beverage License Class C Wine from Gabriele's German Cookies, Chocolates & Gifts, Agent Gabrielle Block** *(Clerk)* Voice
- G. **Consider an Alcohol Beverage License Application for Class B Fermented Malt Beverage and Class C Wine License for Frankie's Family Pizza LLC, and Agent Mike Welty** *(Clerk)* Voice

9. CLOSED SESSION - Council may reconvene to Open Session and take action on any Closed Session item.

- A. **Pursuant WI Statute 19.85(1)(c): "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."** *(City Administrator Evaluation)*
- B. **Return to Open Session**
- C. **Report of Action Taken during Closed Session**

10. ADJOURNMENT

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities.

Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals or individuals with limited English proficiency through auxiliary aids or services. For additional information or to request this service, contact the City Clerk's Office at 715-682-7071 (not a TDD telephone number) or FAX: 715-682-7048

MEETING MINUTES
ASHLAND CITY COUNCIL
Tuesday, June 10, 2025 – 6:00 PM
Ashland City Hall Council Chambers

1. CALL TO ORDER

The Tuesday, June 10, 2025 Ashland City Council meeting was called to order by Mayor Matt MacKenzie at 6:02 p.m.

A. Roll Call, Moment of Silence and Pledge of Allegiance

PRESENT: Kevin Seefeldt, Shawn Brede, Andrew Goyke, James Gregoire, Charlie Ortman, Nancy Sztynдор

ABSENT: Peter Levi (Excused)

ALSO PRESENT: Mayor Matthew MacKenzie, City Administrator Brant Kucera, City Clerk Denise Oliphant, City Attorney Tyler Wickman, Public Works Director John Butler, Police Chief Willis Hagstrom, Library Director Sarah Adams, Fire Chief Stuart Matthias, and other interested citizens.

2. APPROVAL OF AGENDA

A motion by Sztynдор and seconded by Goyke to approve the agenda as presented, carried unanimously by voice vote.

3. APPROVAL OF MINUTES

A. May 27, 2025 City Council and Committee of the Whole Meeting Minutes

A motion by Gregoire, seconded by Sztynдор to approve the minutes, carried unanimously by voice vote.

4. CITIZEN PARTICIPATION PERIOD

The Clerk read the Rules for Citizen Participation, and the following offered their comments to the Council:

Nick Eliot spoke in support of the resolution naming June as Pride Month for the City.

Kate Ullman thanked Council for the support of Pride Month in Ashland.

Beth Gehred invited Council and attendees to join the rally to celebrate Flag Day on June 14, 2025 at Memorial Park.

Mary McPhetridge spoke of the visitors due to the upcoming In-Line Marathon being held on Madeline Island.

5. MAYOR'S REPORT

A. **Announcements**

The City had a successful spring clean-up over the previous weekend, and intends to hold another in the fall. The Clean Sweep for hazardous waste items was slated for June 14, 2025 at Northwood Technical College. The Fire Department responded to a fire on 3rd Street West. The Wisconsin Court of Appeals determined against the filer and upheld the decision for the City of Ashland regarding circuit court case no. 2021SC250 alleging breach of contract.

B. **Appointments**

A motion by Ortman, seconded by Seefeldt to approve to reappoint Ryan Long to the Board of Review for a term to expire in June 2030, passed unanimously by voice vote.

6. AMINSTRATOR'S REPORT

Kucera thanked Ashland County and the City Attorney for assisting to clean up a couple of properties in the City. They are currently working on two others for the near future. The adopted encampment clean-up policy is working well. He offered his appreciation to the public works and police departments for responding quickly to requests for cleaning these locations up. He also took the opportunity to clarify rumors regarding the hanging flower baskets in the downtown.

7. CONSENT AGENDA

A. **Miscellaneous Minutes**

B. **Planning and Development Permit and Property Maintenance Reports**

Seefeldt moved, seconded by Goyke approve the Consent Agenda. The motion passed unanimously by voice vote.

8. OLD BUSINESS

A. **Approve an Ordinance to Amend Chapter 154 (982) Accommodations Tax, Ashland City Ordinances to be Consistent in Language with WI State Statutes** (Clerk) Roll

A motion by Ortman, seconded by Seefeldt to approve was passed unanimously by roll call vote.
File #2025-2017

B. **Approve an Ordinance to Amend Chapter 840 (2025-2008) Short-Term Rentals, Ashland City Ordinances to be Consistent in Language with WI State Statutes** (Clerk) Roll

A motion by Ortman, seconded by Seefeldt to approve was passed unanimously by roll call vote.
File #2025-2018

- C. **Approve an Ordinance to Amend Chapter 165 Comprehensive Fee Schedule, Ashland City Ordinances to Include Paramedic Intercept Flat Fees (Fire/EMS Department)** Roll

A motion by Ortman, seconded by Sztynдор to approve was passed unanimously by roll call vote.
File #2025-2019

- D. **Consider a Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing through the State of Wisconsin Safe Drinking Water Loan Program (SDWLP) for the SFY2026 Prentice Avenue Phase 2 Water Main Replacement Project (Public Works)** Roll

A motion by Ortman, seconded by Seefeldt to approve was passed unanimously by roll call vote.
File #17837

- E. **Consider a Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing through the State of Wisconsin Safe Drinking Water Loan Program for SFY2026 Chapple Avenue Water Main Replacement Project (Public Works)** Roll

A motion by Ortman, seconded by Goyke to approve was passed unanimously by roll call vote.
File #17838

9. NEW BUSINESS

- A. **Consider Approval of License Applications for the Sale of Alcohol Beverages including New Officers/Agents, Arcade and Game, Pawn Broker, Recycling and Salvage Operation, and Mobile Home Parks (Clerk)** Voice

A motion by Ortman, seconded by Seefeldt to approve was passed unanimously by roll call vote.

- B. **Consideration of Change Order No. 1 to Ritola, Inc for the 2025 Lead Service Lateral Replacement (Public Works)** Roll

A motion by Ortman, seconded by Seefeldt to approve the change order for the amount of \$157,052.05, was passed unanimously by roll call vote.

- C. **Consideration to Accept Bid from Fahrner Asphalt Sealers, LLC and Award a Contract for the 2025 Roadway Chip Sealing Project (Public Works)** Roll

A motion by Ortman, seconded by Seefeldt to approve the bid for \$56,683.20 including contingency, was passed unanimously by roll call vote.

- D. **Accept a Bid Proposal from Northwoods Paving Company for 2025 Roadway Maintenance: City Heights Road (Public Works)** Roll

A motion by Ortman, seconded by Seefeldt to approve the bid in the amount of \$63,640.76 including contingency, was passed unanimously by roll call vote.

- E. **Consideration to Approve Prime Contract Change Order #001 (PCOs 1-9) from Howard Immel Inc. for the Vaughn Library Renovation Project (Library)**

A motion by Ortman, seconded by Goyke to approve the change orders for the amount of \$617,319.00, was passed unanimously by roll call vote.

10. ADJOURNMENT

A motion by Goyke, seconded by Sztynдор to adjourn was passed unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

MEETING MINUTES
COMMITTEE OF THE WHOLE MEETING
Tuesday, June 10, 2025 – 6:00 PM
Ashland City Hall Council Chambers

1. Roll Call

The Tuesday, June 10, 2025 City of Ashland Committee of the Whole Meeting was called to order by Council President Charlie Ortman at 6:55 p.m.

PRESENT: Kevin Seefeldt, Shawn Brede, Andy Goyke, Jim Gregoire, Charlie Ortman, Nancy Sztynдор.

ABSENT: Peter Levi (excused)

ALSO PRESENT: Mayor Matt Mac Kenzie, City Administrator Brant Kucera, City Clerk Denise Oliphant, Fire Chief Stuart Matthias, Police Chief Bill Hagstrom, Public Works Director John Butler, and other interested citizens.

2. Approval of Agenda

A motion by Goyke, seconded by Seefeldt to approve the agenda, passed unanimously by voice vote.

3. Council President's Report

Ortman read to reaffirm the resolution proclaiming June as Pride Month for the City of Ashland.

4. ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

A. Allow the Ashland Department to Apply for Wisconsin Department of Natural Resources (WDNR) Forest Fire Protection (FFP) Grant (*Fire Department*)

The item was introduced by Matthias. Seefeldt moved, seconded by Goyke to allow the fire department to submit the grant application. The motion carried unanimously by voice vote.

B. Allow the Ashland Fire Department to Apply for a Leary Foundation Grant (*Fire Department*)

Matthias introduced the item and answered questions from Council. Goyke moved, seconded by Seefeldt to allow the fire department to submit the grant application. The motion carried unanimously by voice vote.

C. Contract with Wisconsin Hazardous Materials Response System Services from the Northwest Wisconsin Hazardous Materials Taskforce (*Fire Department*)

Matthias discussed the item with Council. Sztynдор moved, seconded by Seefeldt to advance the item to Council for formal approval. The motion carried unanimously by voice vote.

D. Allow the Ashland Fire/EMS Department to Submit an Application and Accept a Duluth Superior Area Community Foundation Grant for Paramedic School Tuition (*Fire/EMS Department*)

Matthias introduced the item. Seefeldt moved, seconded by Goyke to allow the fire/EMS department to submit the grant application. The motion carried unanimously by voice vote.

E. **Review the Draft City of Ashland Comprehensive Outdoor Recreation Plan 2025-2030 (*Public Works*)**

Butler answered questions from Council. Seefeldt moved, seconded by Goyke to advance the item to Council for formal approval. The motion carried unanimously by voice vote.

F. **Chapter 507 (1691) Operation Of All-Terrain Vehicles (ATVs) And Utility-Terrain Vehicles (UTVs) (*Police Department*)**

Hagstrom introduced the item, and was asked to return the item to the Committee of the Whole with amendment recommendations.

G. **Review and Discussion of the Progress of the City Administrator's Goals (*Mayor*)**

Kucera reviewed his goals and progress of them, set by Council for 2024. A closed session will be held at the next Council meeting for further discussion of his review.

5. **Items for Future Discussion**

No items were offered.

6. **Adjournment**

Goyke moved, seconded by Gregoire to adjourn. The motion carried unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

Ref: 2025-146

COUNCIL AGENDA: 7.A.
(6/24/2025)

SUBJECT: Approve the Contract between the City of Ashland and Wisconsin Hazardous Materials Response System Services from the Northwest Wisconsin Hazardous Materials Taskforce (*Fire Department*)

RECOMMENDATION: Approve

DEPARTMENT OF ORIGIN: Fire & EMS Department

CLEARANCES: Fire Chief

EXHIBITS: 1. Contract for Wisconsin Hazardous Materials Response System Services July 1, 2025 - June 30, 2027

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED:

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH CHAPTER 51: The Council as Committee of the Whole previously discussed and approved for this item to move forward to the Council for formal approval.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

The City has collaborated for numerous years with the State of Wisconsin Division of Emergency Management in providing hazardous materials response services in the region surrounding Chequamegon Bay. This includes Bayfield, Ashland, Iron, and Price counties that are served directly by the Ashland Fire Department for regional Haz-Mat responses that local

jurisdictions are not able to handle by themselves.

The City has been under contract with the State of Wisconsin, Department of Military Affairs, Division of Emergency Management since 2013. This contract term begins on July 1, 2025 and extends through June 30, 2027. This contract incorporates the Ashland Fire Department into the Northwest Wisconsin Hazardous Materials Taskforce and teams up Superior Fire and Ashland Fire in responding to Type II hazardous materials events in the Northwest corner of the state. Currently, the City receives 33% of the allotted \$94,515.56 each year for participating in this role. The same contract is used throughout the state for all Type I, Type II, and Type III teams. Billing and reimbursement for activated teams has been streamlined and payments are now received within weeks of the event.

The Ashland City Council has approved this contract every two years since 2013. The Ashland Fire Department has been a member of the state-wide Haz-Mat teams since the formation of the teams in the late 1990's. Staff is asking for Council's continued support and approval.



CONTRACT FOR WISCONSIN HAZARDOUS MATERIALS RESPONSE SYSTEM SERVICES

JULY 1, 2025, THROUGH JUNE 30, 2027

Between

**STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS
DIVISION OF EMERGENCY MANAGEMENT**

And

**CITY OF EAU CLAIRE, WISCONSIN
CITY OF CHIPPEWA FALLS, WISCONSIN
CITY OF SUPERIOR, WISCONSIN
CITY OF ASHLAND, WISCONSIN
CITY OF RICE LAKE, WISCONSIN
CITY OF MENOMONIE, WISCONSIN**

**NORTHWEST
WISCONSIN HAZARDOUS MATERIALS TASKFORCE**



CONTRACT FOR WISCONSIN HAZARDOUS MATERIALS RESPONSE SYSTEM SERVICES

1.0 General Contract Information

1.1 **Parties:** This contract is between the State of Wisconsin, Department of Military Affairs, Division of Emergency Management on the one hand and the City of Eau Claire, the City of Chippewa Falls, the City of Superior, the City of Ashland, the City of Rice Lake, and the City of Menomonie, also collectively referred to as the Northwest Wisconsin Hazardous Materials Taskforce on the other for the provision of Wisconsin Hazardous Materials Response System services as described herein and authorized under 1991 Wisconsin Act 104, as codified in Wis. Stat. § 323.70 of the Wisconsin Statutes and as further amended.

1.2 Recitals:

WHEREAS to protect life and property against the dangers of emergencies involving Level A releases, the Division may assign and make available for use in any county, city, village, or town a hazardous materials response system.

WHEREAS the Division desires to enter into this Agreement to establish Contractor as part of the Wisconsin Hazardous Materials Response System, and Contractor desires to be so designated and to enter into this Agreement.

HOWEVER, the parties expressly recognize and attest by this Agreement that neither party intends to create or assume fiduciary or other responsibilities to provide for the containment, cleanup, repair, restoration, and investigation of the environment (air, land, and water) in a hazardous materials incident, which named responsibilities are and shall remain the sole obligations of the Wisconsin Department of Natural Resources under Wis. Stat. §§ 292.11 and 323.60(4).

1.3 **Contract Term:** This Agreement runs for two years, commencing July 1, 2025, and ending on June 30, 2027.

1.4 **Quarterly Basis:** Certain actions are to be taken on a quarterly basis. For the purposes of this Agreement, the quarters are as follows:

First quarter:	July 1 through September 30
Second quarter:	October 1 through December 31
Third quarter:	January 1 through March 31
Fourth quarter:	April 1 through June 30

2.0 **Definitions:** The following definitions are used throughout this Agreement:

Agreement means this Contract, together with the Exhibits. Exhibits include the following:

Exhibit A	Standard Terms and Conditions (Request for Bids/Proposals) DOA-3054 Form
Exhibit B	Northwest Wisconsin Hazardous Materials Taskforce Budget
Exhibit C	Map of Wisconsin Hazardous Materials Response System
Exhibit D	Certificate of Protection in Lieu of an Insurance Policy, as applicable.

State means the State of Wisconsin.

Department means the State of Wisconsin Department of Military Affairs.

Division means the Division of Emergency Management.

Contractor means the City of Eau Claire, the City of Chippewa Falls, the City of Superior, the City of Ashland, the City of Rice Lake, and the City of Menomonie, also collectively referred to as the Northwest Wisconsin Hazardous Materials Taskforce, by which hazardous materials response service or services to Level A releases will be performed under this Agreement.

Emergency means a situation that affects or presents an imminent risk to public health, safety and/or the environment.

Wisconsin Hazardous Materials Taskforce means one of four (4) Taskforces located throughout the State and comprised of Type I, Type II, and Type III hazardous materials teams.

Incident means any actual or imminent threat of release, rupture, fire, or accident that results or has the potential to result in the loss or escape of a hazardous material into the environment.

Level A Release means a release that meets the specifications under Wis. Stat. § 323.02(11) of the Wisconsin Statutes.

Type I Hazardous Materials Team includes all Type II and Type III Level A release response capabilities, plus the self-sufficient ability to make entry to and the capability to respond to Weapons of Mass Destruction (WMD) and Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) incidents.

Type II Hazardous Materials Team includes all Type III Level A release response capabilities plus the analysis of unknown substances and the capability to make entry to an unknown substance response with the proper number of personnel.

Type III Hazardous Materials Team includes response capabilities to all known chemicals and fuels plus the ability to perform mitigation operations and the capability to make entry for Level A releases and known substances with the proper number of personnel.

Wisconsin Hazardous Materials Response System means the four (4) tiered hazardous materials taskforces comprised of fire departments chosen by the Division to provide Level A hazardous materials response that meets the standards under 29 CFR 1910.120 and/or 29 CFR 1910.134(f), NFPA 472 and 1582, IS 700, ICS 100, 200, 300 and 400, and Wisconsin Firefighter 1.

3.0 Statement of Work

- 3.1 Services to be provided by Contractor:** During the term of this Agreement, the Contractor agrees to provide hazardous materials response system services to Level A releases through the use of designated Type I, Type II, and Type III Hazardous Materials Teams making up four (4) Taskforce areas throughout the State of Wisconsin as described in Exhibit C, attached hereto and incorporated by reference herein. This Agreement does not include response to Type IV incidents which are locally defined and handled by the authority having jurisdiction.

Contractor's response activities under this Agreement shall be limited to emergency operations relating to hazardous materials incidents, reporting and documentation of activities arising from hazardous materials releases/incidents which threaten life, property and/or the environment. Contractor shall not provide under this Agreement any services with respect to the sampling, testing, analysis, treatment, removal, remediation, recovery, packaging, monitoring, transportation, movement of hazardous materials, cleanup, storage and disposal of hazardous materials except as these may be reasonably necessary and incidental to preventing a release or threat of release of a hazardous material or in stabilizing the emergency response incident, as determined by the Contractor.

Contractor shall establish safety perimeters at or near sites and vessels. Contractor shall not be required to locate underground utilities, ensure appropriate traffic control services, conduct hydrological investigations and analysis, or provide testing, removal, and disposal of underground storage tanks at or near the emergency response incident to which the Contractor is dispatched.

The Division and Contractor make no representations to third parties with regard to the ultimate outcome of the services to be provided under this Agreement, but Contractor shall respond to the best of its abilities, subject to the terms of this Agreement.

- 3.2 **Performance Conditions:** Contractor acknowledges that prior to undertaking any emergency response activity under this Agreement, Contractor shall receive written approval from the Division to proceed with response activities. A Contractor that has previously been providing services under a regional hazardous materials response system agreement with the Division is considered to have received written approval to proceed with response activities. Division approval shall be conditioned upon the Contractor demonstrating to the Division that its employees, equipment and vehicles meet or exceed applicable regulatory requirements.
- 3.3 **Personnel:** Contractor shall provide an adequate number of trained, medically monitored, competent, and supervised personnel as established by the Division and as is reasonably necessary to operate within the safety levels of the Wisconsin Hazardous Materials Response System. Contractor shall meet the standards under 29 CFR 1910.120 and/or 29 CFR 1910.134(f), NFPA 471, 472 and 1582, IS 700, ICS 100, 200, 300 and 400, and Wisconsin Firefighter 1 certification.
- 3.4 **Vehicles and Equipment:** Contractor shall limit its activities to that which can be safely accomplished within the technical limitations of the available vehicles and equipment. Contractor may use equipment and vehicles provided by the Division for Contractor's local use, except as follows. Contractor agrees that in the event of multiple responses, said equipment that is already not committed to a prior response shall be used on a priority basis to respond to a hazardous materials release. Contractor shall provide the Division with a current listing of its equipment assets including the manufacturer, date of purchase, and calibration requirements within 30 days after this Agreement is fully executed and annually thereafter.
- 3.5 **Vehicles and Equipment Use Limitations:** This Agreement in no way limits the Contractor from responding with Division-provided vehicles, equipment, and supplies under local authority, mutual aid agreements, or other contracts under local authority.
- 3.6 **Response Procedures and Limitations:** Contractor recognizes that its obligations under this Agreement are paramount to the State of Wisconsin. Contractor agrees that if local fire response obligations in Contractor's own jurisdiction create limits or unavailable resources, Contractor will seek aid from local jurisdictions to assist in local fire response obligations in Contractor's own jurisdiction.

Contractor's obligation to provide services hereunder shall arise, with respect to specific response actions, upon receipt of an emergency response request pursuant to mutually approved Standard Operating Guidelines provided in Subsection 3.8. These guidelines will be maintained in a mutual aid support system that will be used to assess readiness.

- 3.7 **Right of Refusal:** If, on occasion, a response under this Agreement would

temporarily place a verifiable undue burden on the Contractor because Contractor's resources are otherwise inadequate or unavailable and mutual aid is unavailable for a hazardous materials response within the State, then, if notice has been provided to the Division, the Contractor may decline a request for hazardous materials response system services.

- 3.8 **Standard Operating Guidelines:** Contractor and Division agree that hazardous materials response system operations will be conducted in accordance with Wisconsin Hazardous Materials Response System Operations Plan, and "Call Out Procedure" that will be mutually approved by the parties to this Agreement.
- 3.9 **Mutual Aid Box Alarm System (MABAS):** Contractor is highly encouraged to participate in the MABAS-WI program. At a minimum and absent MABAS-WI participation, Contractor will be qualified and credentialed under all NIMS standards for hazardous materials.
- 3.10 **Standardized Equipment Reports:** In order to prepare, plan, and respond to the dangers of emergencies involving Level A releases, the Division shall require standardized equipment purchases and inventory for the Wisconsin Hazardous Materials Response System. Contractor shall update, on an annual basis, the Standardized Equipment Report that provides a current inventory of all hazardous materials equipment assets including but not limited to the manufacturer, date of purchase, and calibration requirements. The Contractor will input equipment inventory on the Division's secure ImageTrend Elite website, <https://wisconsinfire.imagetrendelite.com/elite/organizationwisconsinfire/> or equivalent. The annual Equipment Inventory shall be updated after January 1, or when new equipment is added during the calendar year. Failure to submit timely Equipment Inventory may result in the withholding of quarterly Annual Allocation payments provided for under this Agreement.
- 3.11 **Operating Expenditure Reports:** In order to prepare, plan, and respond to the dangers of emergencies involving Level A releases, the Division shall collect standardized operating expenditure information from Contractor including but not limited to wages and stipend costs. Contractor shall provide the Division, on a quarterly basis, with an Operating Expenditure Report that provides a current listing of its hazardous materials team's operating expenditures on an electronic spreadsheet developed by the Division. The Division will input Contractor's operating expenditures on the Division's secure WebEOC website located at wi.webeocasp.com, or equivalent. The quarterly Operating Expenditure Reports shall be provided to the Division no later than thirty (30) days after the end of each quarter. Failure to submit timely Operating Expenditure Reports may result in the withholding of quarterly payments under this Agreement until such report is received.

3.12 **Hazardous Materials Incident Reporting:** To prepare, plan, and respond to the dangers of emergencies involving Level A releases, the Division shall collect accurate, actual, and standardized hazardous materials assist and response data. Further, Contractor shall report all hazardous materials incidents (local/county or State) on the Division's secure ImageTrend Elite website, <https://wisconsinfire.imagetrendelite.com/elite/organizationwisconsinfire/> or equivalent. The Hazardous Materials Incident Report shall be completed and submitted no later than five (5) business days after the end of the incident. Failure to submit timely Hazardous Materials Incident Reports may result in the withholding of quarterly payments under this Agreement until such report is submitted.

3.13 **Wisconsin Hazardous Materials Response System Member Rosters:** Under Subsection 5.11, members of the Wisconsin Hazardous Materials Response System are considered state employees for worker's compensation purposes. It is paramount that the Division has a current listing of all members in order to ensure coverage. Contractor shall provide the Division, on a quarterly basis, with a current listing of its members on an electronic spreadsheet developed by the Division. Failure to submit timely member rosters may result in the withholding of quarterly payments under this Agreement.

4.0 Advisory Committee

4.1 There are currently four agreements establishing separate Wisconsin hazardous materials taskforces. Section 4 of each such agreement authorizes the creation of a committee that will advise the Division on matters relating to the exercise of the Division's discretion.

4.2 The committee shall be advisory only.

4.3 Committee membership shall be made up of two representatives from each type of team (Type 1, Type 2 and Type 3) and one at-large representative.

4.4 Membership may be drawn from any of the contractors of any of the four taskforces.

4.5 The members of the advisory committee shall be appointed by the Board of Directors of the Wisconsin State Fire Chiefs Association.

5.0 Contractor Annual Allocation, Reimbursement, and Grants

There are two types of Contractor funding under this Agreement: (1) Annual Allocation based on the Type I, Type II or Type III Level A release capabilities provided by Contractor and (2) Team Response Costs. Each of these is discussed below.

5.1 Annual Allocation and Quarterly Payments: As provided under Wis. Stat. § 323.70(2) of the Wisconsin Statutes, Contractor will be subsidized annually for each fiscal year, commencing on 7/1/2025 and ending on June 30, 2027 under this Agreement for its approved annual allocation as described in "Exhibit B", attached, and incorporated by reference. The payments shall be made to Contractor on a quarterly basis, with the first payment to be made at the end of the first quarter, if all required quarterly reports have been submitted for the quarter at issue and if the Agreement has not been terminated or canceled with respect to the Contractor. If the Agreement has been terminated or canceled with respect to the Contractor prior to the end of the Agreement, payment of annual allocations will be made pursuant to Section 8.8. Funding amounts will be based by Type I, Type II, and Type III Hazardous Materials Team designation. The Annual Allocation is intended to cover direct and indirect costs necessary to ensure the proper number of trained personnel per shift depending on the type of response, a stipend per response system member as well as baseline, maintenance, and exit physicals for each response system member. Quarterly Annual Allocation payments to Contractor shall be made from the appropriation account under Wis. Stat. § 20.465(3)(dd) of the Wisconsin Statutes.

5.1.1 Funds allocated under Subsection 5.1 of this Agreement shall supplement existing, budgeted monies of the Contractor to provide the services specified herein and may not be used to replace, decrease, or release for alternative purposes the existing, budgeted monies of or provided to the Contractor.

Further, funds allocated under Subsection 5.1 of this Agreement shall not be used by Contractor to supplement, offset, replace, decrease, or release any budgetary obligations for other municipal departments not directly connected to this Agreement.

5.2 Northwest Wisconsin Hazardous Materials Taskforce Response Costs and Reimbursement:

5.2.1 Pursuant to Wis. Stat. § 323.70(3) of the Wisconsin Statutes and as set forth in this Section 5.2.1, Contractor shall be reimbursed for reasonable and necessary response costs and expenses incurred in responding to an emergency involving a Level A release or potential Level A release pursuant to this Agreement.

Taskforce response costs may include, but are not limited to:

(1) Reimbursement for use of Vehicle(s) and Apparatus: Contractor shall be reimbursed for the approved use of its vehicles and equipment at FEMA-established rates.

(2) Personnel Expenses: Contractor's team response personnel expenses which are approved and authorized under this Agreement are reimbursable at the rates described as follows:

- a) For full-time fire departments, at the actual cost of personnel expenses.
- b) For part-time and volunteer fire departments or team personnel, at the average over-time hourly rates for the three geographically nearest full-time fire departments.

Team response personnel expenses shall be billed to the nearest one-fourth (1/4) hour work period. Personnel expenses may reflect replacement personnel costs and indirect charges/costs for wage, fringe, death, and duty disability retirement benefits.

(3) Emergency Expenses: Contractor's necessary and reasonable emergency expenses related to services rendered under this Agreement are reimbursable. All such expenses must be based on actual expenditures and fully documented by the Contractor. The Division reserves the right to deny any reimbursement of unjustifiable Contractor expenditures.

5.2.2 If the Division determines that an emergency requiring a response per this Agreement existed, the Division will issue reimbursement for response costs to Contractor within 60 days after receiving a complete application for reimbursement from Contractor on a form prescribed by the Division, but only if the completed application is received by the Division within 45 days after the conclusion of deployment for a response under this Agreement.

5.3 **Training Costs**: In addition to the Annual Allocation, funding may be available to Contractor through the Division's training and equipment grants. Applications shall be made via "E-Grants" and will be available to Contractor based upon established criteria. The Division makes no representations that funding will be available to any or all parties.

5.4 **Duty Disability Premium Increases**: The Division shall reimburse Contractor for costs incurred by Contractor for any increase in contributions for duty disability premiums as set forth in Wis. Stat. § 323.70(3m) for employees who received duty disability benefits because of an injury incurred while performing duties as a member of the Northwest Wisconsin Hazardous Materials Taskforce while engaging in a response to a Level A emergency under this Agreement.

5.5 **Standard Equipment Purchases and Cache**: The Division intends to standardize equipment purchases for the Wisconsin Hazardous Materials Response System.

Contractor shall provide the Division with a current listing of its equipment assets including the manufacturer, date of purchase, and calibration requirements. The Division will develop a standardized equipment list including vendor information.

Contractor may make equipment purchase requests to the Division by submitting an "E-Grants" request with supporting documentation. The Division makes no representations that funding will be available to all parties.

The Division intends to develop and maintain an equipment cache. When developed, Contractor may borrow specific equipment from the equipment cache in the event of an equipment failure requiring repair of Contractor's equipment.

- 5.6 **Minimum Appropriation:** The Division has requested in its State Fiscal Years 2025-2027 budget a sum to cover the annual allocation for those fiscal years as described in "Exhibit B" to this Agreement. If at least that amount is appropriated, then that amount shall be the minimum amount payable annually to response teams, with any additional amounts that might be appropriated payable pro rata to the response teams as part of the annual allocation. The minimum contract annual allocation does not, however, include Contractor's response costs as specified in Subsection 5.2 of this Agreement.
- 5.7 **Full Payment and Release:** The Division's reimbursement(s) shall be full payment for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work authorized under this Agreement. Acceptance of payment by the Contractor shall operate as a release of the Division of all claims by Contractor for reimbursement of its response costs.
- 5.8 **Approval:** Contractor, when acting under this Agreement, may not participate in an emergency response to a Level A release without following the Division-approved "Call Out Procedure." Contractor agrees to make reasonable and good faith efforts to minimize costs.
- 5.9 **Retirement System Status and Tax Payments:** Contractor and its employees are not entitled under this Agreement to Division contribution to any retirement benefit or other benefit offered by Contractor or the State. Contractor shall be responsible for payment/withholding of any applicable federal, Social Security and State taxes.
- 5.10 **Worker's Compensation:** A member of the Northwest Wisconsin Hazardous Materials Taskforce who is acting under the scope of this Agreement is an employee of the State for purposes of worker's compensation under § 323.70(5) of the Wisconsin Statutes. For all other purposes, the member remains Contractor's employee.
- 5.11 **Payment of Contractor's Obligations:** Contractor agrees to make payment

promptly, as just, due, and payable to all persons furnishing services, equipment or supplies to Contractor. If Contractor fails, neglects, or refuses to pay any such claims as they become due and for which the Division may be held liable, the proper officer(s) representing the Division, after ascertaining that the claims are just, due and payable, may, but shall not be required to, pay the claim and charge the amount of the payment against funds due to Contractor under this Agreement. The payment of claims in this manner shall not relieve Contractor of any duty with respect to any unpaid claims.

- 5.12 **Dual Payment:** Contractor shall not be compensated for work performed under this Agreement by any state agency or person(s) responsible for causing a hazardous materials emergency except as approved and authorized under this Agreement.
- 5.13 **Taskforce Members:** Members of the Northwest Wisconsin Hazardous Materials Taskforce are firefighters and therefore are considered protective occupation employees.

6.0 Liability and Indemnity

Nothing contained in this Agreement is intended to limit any immunities and rights of any party available under Wis. Stat. §§ 345.05, 893.80, 893.82 and 895.46 or any other constitutional or statutory provision or common law. Such immunities and rights are expressly reserved to the parties.

- 6.1 **Scope:** During operations authorized by this Agreement, Contractor employees who are part of Contractor's emergency management program shall be agents of the State and protected and defended against tort liability under Wis. Stat. § 323.41. For purposes of Wis. Stat. § 895.46(1), members of the Northwest Wisconsin Hazardous Materials Taskforce shall, during authorized operations, be considered agents of the State and the State will indemnify such employees as required under Wis. Stat. § 895.46(1). For purposes of this section, operations means activities, including travel, directly related to a particular emergency response involving a hazardous material response/incident by a hazardous materials response system team. Operations also include specialized training activities provided under this Agreement to the members of a hazardous materials response system team.
- 6.2 **Civil liability exemption; hazardous material and local emergency response team:** Under Wis. Stat. § 895.483(1), a Hazardous Materials Taskforce, a member of such a Taskforce, and a local agency, as defined in Wis. Stat. § 323.70(1)(b), that contracts with the Division under Wis. Stat. § 323.70 are immune from civil liability for acts or omissions related to carrying out responsibilities under this Agreement.

7.0 Insurance Provisions

- 7.1 General Liability Insurance:** Contractor shall maintain, at its own expense, and keep in effect during the term of this Agreement, commercial liability, bodily injury and property damage insurance against any claim(s) which might occur in carrying out this Agreement. Minimum coverage is one million (\$1,000,000) liability for bodily injury and property damage including products liability and completed operations. The State reserves the right to require higher or lower limits where warranted.

If Contractor is self-insured or uninsured, a Certificate of Protection in Lieu of an Insurance Policy shall be submitted to the Division certifying that Contractor is protected by a Self-Funded Liability and Property Program or alternative funding source(s), attached hereto as "Exhibit D".

- 7.2 Automobile Liability:** Contractor shall obtain and keep in effect automobile liability insurance for all owned, non-owned and hired vehicles that are used in carrying out this Agreement. This coverage may be written in combination with the commercial liability and property damage insurance mentioned in Subsection 7.1. Minimum coverage shall be one million (\$1,000,000) per occurrence combined single limit for automobile liability and property damage. The State reserves the right to require higher or lower limits where warranted.

If Contractor is self-insured or uninsured, a Certificate of Protection in Lieu of an Insurance Policy shall be submitted to the Division certifying that Contractor is protected by a Self-Funded Liability and Property Program, or alternative funding source(s) attached hereto as "Exhibit D".

- 7.3 Notice of Cancellation or Change:** Contractor agrees that there shall be no cancellation, material change, exhaustion of aggregate limits or intent not to renew insurance coverage without 30 days' written notice to the Division.
- 7.4 Certificate(s) of Insurance:** As evidence of the insurance coverage required by this Agreement, Contractor shall provide to the Wisconsin Department of Military Affairs' General Counsel an insurance certificate indicating this coverage, countersigned by an insurer licensed to do business in Wisconsin, covering the period of the Agreement or, if self-insured or uninsured, a Certificate of Protection in Lieu of Insurance Policy prior to commencement of this Agreement and annually thereafter.

8.0 Standard Contract Terms, Conditions and Requirements

- 8.1 Disclosure of Independence and Relationship:** Contractor certifies that no relationship exists between its membership in the Hazardous Materials Response System, the State, or the Division that interferes with fair competition or is a conflict

of interest, and no relationship exists between the Contractor and its employees and another person or organization that constitutes a conflict of interest with respect to a state contract.

Contractor agrees as part of this Agreement that, during performance of this Agreement, it will neither provide contractual services nor enter into any agreement to provide services to a person or organization that is regulated or funded by the Wisconsin Department of Military Affairs or has interests that are adverse to the Department.

The Department of Administration may waive the provisions of the previous two paragraphs, in writing, if those activities of the Contractor will not be adverse to the interests of the State.

- 8.2 **Dual Employment:** Section 16.417 of the Wisconsin Statutes prohibits an individual who is a state employee or who is retained as a consultant full-time by a state agency from being retained as a consultant by the same or another agency where the individual receives more than \$12,000 as compensation. This prohibition applies only to individuals and does not include corporations or partnerships.
- 8.3 **Employment:** Contractor will not engage the service of any person or persons now employed by the State, including any department, commission, or board thereof, to provide services relating to this Agreement without the written consent of the employer of such person or persons and the Department of Military Affairs and the Division.
- 8.4 **Conflict of interest:** Private and non-profit corporations are bound by Wis. Stat. §§ 180.0831 and 181.0831 regarding conflicts of interest by directors in the conduct of state contracts.
- 8.5 **Recordkeeping and Record Retention:** The Contractor shall establish and maintain adequate records of all expenditures incurred under the Agreement. All records must be kept in accordance with generally accepted accounting principles and be consistent with federal and state laws and local ordinances. The Division, the federal government, and their duly authorized representatives shall have the right to audit, review, examine, copy and transcribe any pertinent records or documents relating to any contract resulting from this Agreement held by Contractor. The Contractor shall retain all documents applicable to the Agreement for a period of not less than six (6) years after the final payment is made or longer where required by law.
- 8.6 **Taskforce Member Removal:** If an individual Northwest Hazardous Materials Taskforce member is substantiated to have been negligent or unresponsive with respect to the requirements under this Agreement, the Division, after consultation

with Contractor and Contractor's Fire Commission/Board, may recommend the removal of this member from the Taskforce. A request by the Division to dismiss a Taskforce member shall not constitute an order to discipline or discharge the employee. All actions taken by the Contractor and/or fire department management with regard to employee discipline shall be at the sole discretion of the Contractor and/or fire department management.

- 8.7 **Hold Harmless:** Contractor will indemnify, defend against, and hold harmless the Division of Emergency Management, the Department of Military Affairs, and the State of Wisconsin for any claims arising from any disputes any Local Agency may have with its employees. This shall include, but not be limited to, charges of discrimination, harassment, and discharge without just cause.

8.8 **Termination of Agreement:**

Contractor may terminate this Agreement at will by delivering ninety (90) days' written notice to the Division of intent to terminate, during which 90-day period Contractor must continue to provide services under the Agreement. If the Agreement terminates at the end of a quarter based on Contractor's 90-day notice of termination, Contractor will be paid its quarterly payment from the Annual Allocation, but no further Annual Allocation payments will be made. If the Agreement terminates during a quarter based on Contractor's 90-day notice of termination, Contractor will be paid a prorated amount of its Annual Allocation for that quarter, but no further Annual Allocation payments will be made.

The Division may terminate this Agreement at will effective upon delivery of written notice to the Contractor, under any of the following conditions:

- (1) Division funding from federal, state, or other sources is not obtained and/or continued at levels sufficient to allow for payments under this Agreement.
- (2) Federal or state laws, rules, regulations, or guidelines are modified, changed, or interpreted in such a way that the services are no longer allowable or appropriate for purchase under this Agreement or are no longer eligible for the funding proposed for payments by this Agreement.
- (3) Any license or certification required by law or regulation to be held by the Contractor to provide the services required by this Agreement is for any reason denied, revoked, or not renewed.
- (4) Failure of Contractor to comply with the terms, conditions, and specifications of the Agreement.

Any termination of the Agreement shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination, except as provided elsewhere in the Agreement.

8.9 **Cancellation:** The continuation of payments under this Agreement beyond the limits of the funds already available is contingent upon the future availability of funds to support such payments. The State of Wisconsin reserves the right to immediately cancel any contract in whole or in part without penalty due to non-appropriation of funds. Upon cancellation, response costs and expenses incurred up to that date will be reimbursed to the extent of recovery from the Responsible Party and any appropriated amounts available and a prorated amount of annual allocations will be made to the extent funds have been appropriated.

8.10 **Prime Contractor and Minority Business Subcontractors:** In the event Contractor subcontracts for supplies and/or services, any subcontractor must abide by all terms and conditions of the Agreement. The Contractor shall be responsible for performance of services authorized by this Agreement whether or not subcontractors are used.

Contractor is encouraged to purchase services and supplies when/if applicable from minority businesses certified by the Wisconsin Department of Development, Bureau of Minority Business Development.

8.11 **Executed Contract to Constitute Entire Agreement:** The written Agreement with referenced Exhibits and attachments shall constitute the entire agreement of the parties regarding the subject matter of the Agreement and supersedes all prior discussions, negotiations, and agreements, written or oral, with respect to the subject matter of this Agreement.

8.12 **News Releases:** News releases pertaining to the negotiation of this Agreement shall not be made without the prior approval of the Division.

8.13 **Applicable Law:** This Agreement shall be governed under the laws of the State of Wisconsin. The Contractor and State shall at all times comply with and observe all federal and state laws, rules and regulations and ordinances which are in effect during the period of this Agreement, and which may in any manner affect performance of obligations under this Agreement.

8.14 **Assignment:** No right or duty, in whole or in part, of the Contractor under this Agreement may be assigned or delegated without the prior written consent of the State of Wisconsin.

8.15 **Successors in Interest:** The provisions of the Agreement shall be binding upon

and shall inure to the benefit of the parties to the Agreement and their respective successors and assigns.

- 8.16 **Notifications:** Contractor shall immediately report by telephone and in writing any demand, request, or occurrence that reasonably may give rise to a claim against the State, its officers, Divisions, agents, employees, and members. Such reports shall be directed to:

ATTN: Administrator
Division of Emergency Management
WI Dept. of Military Affairs
PO Box 7865
Madison, WI 53707-7865
Telephone #: (608) 242-3232
FAX #: (608) 242-3247

Copies of such written reports shall also be sent to:

ATTN: State General Counsel
WI Dept. of Military Affairs
PO Box 8111
Madison, WI 53708-8111

- 8.17 **Severability:** If any provision of this Agreement is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected. The rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.
- 8.18 **Amendments:** The terms of this Agreement shall not be waived, altered, modified, supplemented, or amended in any manner whatsoever without prior written approval of Division and Contractor and approval, by passive review or otherwise, of the Wisconsin Joint Committee on Finance. In the event additional funding is provided for the four taskforces (Northwest, Northeast, Southwest and Southeast) as a group, the provisions in this Agreement and the agreements establishing the three other taskforces regarding payment to contractors shall be modified by written agreement of the parties to reflect the additional funding consistent with any legislative directive.
- 8.19 **Approval Authority:** Contractor's representatives certify by their signature below that they have the necessary and lawful authority to enter into contracts and agreements on behalf of the Contractor.
- 8.20 **Insufficient Funds:** The obligation of the Contractor under this Agreement is

contingent upon the availability and allotment of funds by the Division to Contractor and Contractor may, upon thirty (30) days prior written notice, terminate this contract if funds are not available.

- 8.21 **No Waiver:** No failure to exercise, and no delay in exercising, any right, power or remedy, including payment, under this Agreement, on the part of the Division, State, or Contractor, shall operate as a waiver of it, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise of it or the exercise of any other right, power or remedy. No express waiver shall affect any event or default other than the event or default specified in such waiver, and any such waiver, to be effective, must be in writing and shall be operative only for the time and to the extent expressly provided by the Division, State, or Contractor, in the written waiver. A waiver of any covenant, term or condition contained herein shall not be construed as a waiver of any subsequent breach of the same covenant, term, or condition.
- 8.22 **Construction of Agreement:** This Agreement is intended to be solely between the parties. No part of the Agreement shall be construed to add, supplement, amend, abridge, or repeal existing rights, benefits, or privileges of any third party or parties, including but not limited to employees of either of the parties.
- 8.23 **Disparity:** In the event of a discrepancy, difference or disparity in the terms, conditions or language contained in the Agreement, on the one hand, and its Exhibits on the other, it is agreed between the parties that the language in Exhibit A to this Agreement, shall control.
- 8.24 **Amendment to Comply with Law.** If any laws are enacted that affect the subject matter of this Agreement, the Parties agree to amend this Agreement to reflect the substance of such laws as soon as practicable. Such amendment must first be submitted to the Joint Finance Committee for passive or actual approval prior to being fully executed.
- 8.25 **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed the original, but all of which together shall constitute one and the same instrument.

Approving Signatures:

ON BEHALF OF THE DIVISION OF EMERGENCY MANAGEMENT (DIVISION)

Dated this ____ day of _____, 2025.

Greg Engle, Division Administrator

**On Behalf of the City of Eau Claire
A Municipal Corporation**

Dated this ____ day of _____, 2025

Signature: _____

Printed Name: Stephanie Hirsch

Title: City Manager

Address: 203 South Farwell Street

City/State: Eau Claire, WI Zip: 54702

On Behalf of the City of Eau Claire

Dated this ____ day of _____, 2025

Signature: _____

Printed Name: Nicholas L. Koerner

Title: City Clerk

Address: 203 South Farwell Street

City/State: Eau Claire, WI Zip: 54702

On Behalf of the City of Eau Claire

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Kitzie Winters

Title: City Finance Director

Address: 203 South Farwell Street

City/State: Eau Claire, WI Zip: 54702

On Behalf of the City of Eau Claire Fire Department

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Matthew Jaggar

Title: Fire Chief

Address: 216 South Dewey Street

City/State: Eau Claire, WI Zip: 54702

Approved as to form:

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Stephen Nick

Title: City Attorney

Address: 203 South Farwell Street

City/State: Eau Claire, WI Zip: 54702

**On Behalf of the City of Chippewa Falls
A Municipal Corporation**

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Gregory Hoffman

Title: Mayor

Address: 30 West Central Street

City/State: Chippewa Falls, WI Zip: 54729

On Behalf of the City of Chippewa Falls

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Bridget Givens

Title: City Clerk

Address: 30 West Central Street

City/State: Chippewa Falls, WI Zip: 54729

On Behalf of the City of Chippewa Falls

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Lynne Bauer

Title: Finance Manager/Treasurer

Address: 30 West Central Street

City/State: Chippewa Falls, WI Zip: 54729

On Behalf of the City of Chippewa Falls Fire Department

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Jason Thom

Title: Fire Chief

Address: 30 West Central Street

City/State: Chippewa Falls, WI Zip: 54729

Approved as to form:

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Robert Ferg

Title: City Attorney

Address: 411 North Bridge Street

City/State: Chippewa Falls, WI Zip: 54729

**On Behalf of the City of Superior
A Municipal Corporation**

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Jim Paine

Title: Mayor

Address: 1316 North 14th Street

City/State: Superior, WI Zip: 54880

On Behalf of the City of Superior

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Nicholas Rhinehart

Title: Finance Director

Address: 1316 North 14th Street

City/State: Superior, WI Zip: 54880

On Behalf of the City of Superior

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Heidi Blunt

Title: City Clerk

Address: 1316 North 14th Street

City/State: Superior, WI Zip: 54880

On Behalf of the City of Superior Fire Department

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Camron Vollbrecht

Title: Fire Chief

Address: 1316 North 14th Street

City/State: Superior, WI Zip: 54880

**On Behalf of the City of Ashland
A Municipal Corporation**

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Brant Kucera

Title: City Administrator

Address: 601 Main Street West

City/State: Ashland, WI Zip: 54806

On Behalf of the City of Ashland

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Denise Oliphant

Title: City Clerk

Address: 601 Main Street West

City/State: Ashland, WI Zip: 54806

On Behalf of the City of Ashland

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Jacey Dean

Title: City Treasurer

Address: 601 Main Street West

City/State: Ashland, WI Zip: 54806

Approved as to form:

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Tyler Wickman

Title: City Attorney

Address: 220 6th Avenue West

City/State: Ashland, WI Zip: 54806

On Behalf of the City of Ashland Fire Department

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Stuart Matthias

Title: Fire Chief

Address: 215 6th Street East

City/State: Ashland, WI Zip: 54806

**On Behalf of the City of Rice Lake
A Municipal Corporation**

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Justin Fonfara

Title: Mayor

Address: 30 East Eau Claire Street

City/State: Rice Lake, WI Zip: 54868

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Kathy Morse

Title: City Clerk

Address: 30 East Eau Claire Street

City/State: Rice Lake, WI Zip: 54868

Approved as to form:

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Lindsey Kohls

Title: Municipal Legal Counsel

Address: 7 South Dewey Street

City/State: Eau Claire, WI Zip: 54701

**On Behalf of the City of Menomonie
A Municipal Corporation**

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Randy Knaack

Title: Mayor

Address: 800 Wilson Avenue

City/State: Menomonie, WI Zip: 54751

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Kate Martin

Title: City Clerk

Address: 800 Wilson Avenue

City/State: Menomonie, WI Zip: 54751

Approved as to form:

Dated this ____ day of _____, 2025.

Signature: _____

Printed Name: Benjamin Ludeman

Title: City Attorney

Address: 3624 Oakwood Hills Parkway

City/State: Eau Claire, WI Zip: 54702

Exhibit A

- 1.0 GUARANTEED DELIVERY:** Failure of the Contractor to adhere to delivery schedules as specified or to promptly replace rejected materials shall render the Contractor liable for all costs in excess of the contract price when alternate procurement is necessary. Excess costs shall include the administrative costs.
- 2.0 APPLICABLE LAW AND COMPLIANCE:** This contract shall be governed under the laws of the State of Wisconsin. The contractor shall at all times comply with and observe all federal and state laws, local laws, ordinances, and regulations which are in effect during the period of this contract and which in any manner affect the work or its conduct. The State of Wisconsin reserves the right to cancel this contract if the contractor fails to follow the requirements of Wis. Stat. § 77.66, and related statutes regarding certification for collection of sales and use tax. The State of Wisconsin also reserves the right to cancel this contract with any federally debarred contractor or a contractor that is presently identified on the list of parties excluded from federal procurement and non-procurement contracts.
- 3.0 ANTITRUST ASSIGNMENT:** The contractor and the State of Wisconsin recognize that in actual economic practice, overcharges resulting from antitrust violations are in fact usually borne by the State of Wisconsin (purchaser). Therefore, the Contractor hereby assigns to the State of Wisconsin any and all claims for such overcharges as to goods, materials or services purchased in connection with this contract.
- 4.0 ASSIGNMENT:** No right or duty in whole or in part of the contractor under this contract may be assigned or delegated without the prior written consent of the State of Wisconsin.
- 5.0 NONDISCRIMINATION:** In connection with the performance of work under this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in Wis. Stat. §. 51.01(5), sexual orientation as defined in Wis. Stat. § 111.32(13m) or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor is exempt from having to file an affirmative

action plan but must request the exemption within fifteen (15) working days from the date the Agreement is fully executed.

5.1 The contractor agrees to post in conspicuous places, available for employees and applicants for employment, a notice to be provided by the contracting state agency that sets forth the provisions of the State of Wisconsin's nondiscrimination law.

5.2 Failure to comply with the conditions of this clause may result in the contractor's becoming declared an "ineligible" contractor, termination of the contract, or withholding of payment.

5.3 Pursuant to s. 16.75(10p), Wis. Stats., contractor agrees it is not, and will not for the duration of the contract, engage in a prohibited boycott of the State of Israel as defined in s. 20.931(1)(b). State agencies and authorities may not execute a contract and reserve the right to terminate an existing contract with a company that is not compliant with this provision. This provision applies to contracts valued \$100,000 or over.

5.4 Pursuant to 2019 Wisconsin Executive Order 1, contractor agrees it will hire only on the basis of merit and will not discriminate against any persons performing a contract, subcontract or grant because of military or veteran status, gender identity or expression, marital or familial status, genetic information or political affiliation.

6.0 CANCELLATION: The State of Wisconsin reserves the right to cancel any contract in whole or in part without penalty due to non-appropriation of funds or for failure of the contractor to comply with terms, conditions, and specifications of this contract.

7.0 VENDOR TAX DELINQUENCY: Vendors who have a delinquent Wisconsin tax liability may have their payments offset by the State of Wisconsin.

8.0 PUBLIC RECORDS ACCESS: Pursuant to Wis. Stat. §19.36 (3), all records of the contractor that are produced or collected under this contract are subject to disclosure pursuant to a public records request. Upon receipt of notice from the State of Wisconsin of a public records request for records produced or collected under this contract, the contractor shall promptly provide the requested records to the contracting agency. Contractor agrees to contact the State promptly upon receiving a request for information under the public records law and comply with the State's instructions on how to respond to the request. The contractor, following

final payment, shall retain all records produced or collected under this contract for six (6) years.

- 9.0 DISCLOSURE:** If a state public official (Wis. Stat. § 19.42), a member of a state public official's immediate family, or any organization in which a state public official or a member of the official's immediate family owns or controls a ten percent (10%) interest, is a party to this agreement, and if this agreement involves payment of more than three thousand dollars (\$3,000) within a twelve (12) month period, this contract is voidable by the state unless appropriate disclosure is made according to Wis. Stat. § 19.45(6), before signing the contract. Disclosure must be made to the State of Wisconsin Ethics Board, 44 East Mifflin Street, Suite 601, Madison, Wisconsin 53703 (Telephone 608-266-8123).

State classified and former employees and certain University of Wisconsin faculty/staff are subject to separate disclosure requirements, Wis. Stat. § 16.417.

- 10.0 PROMOTIONAL ADVERTISING / NEWS RELEASES:** Reference to or use of the State of Wisconsin, any of its departments, agencies or other subunits, or any state official or employee for commercial promotion is prohibited. News releases pertaining to this procurement shall not be made without prior approval of the State of Wisconsin. Release of broadcast e-mails pertaining to this procurement shall not be made without prior written authorization of the contracting agency.

- 11.0 FORCE MAJEURE:** Neither party shall be in default by reason of any failure in performance of this Agreement in accordance with reasonable control and without fault or negligence on their part. Such causes may include, but are not restricted to, acts of nature or the public enemy, acts of the government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes and unusually severe weather, but in every case the failure to perform such must be beyond the reasonable control and without the fault or negligence of the party.

- 12.0 VENDOR TAX DELINQUENCY:** Vendors who have a delinquent Wisconsin tax liability may have their payments offset by the State of Wisconsin.

Exhibit B

NORTHWEST WISCONSIN
HAZARDOUS MATERIALS
TASKFORCE

**WISCONSIN HAZARDOUS
MATERIALS RESPONSE SYSTEM**

BUDGET

CONTRACTORS:

CITY OF EAU CLAIRE, WISCONSIN
CITY OF CHIPPEWA FALLS, WISCONSIN
CITY OF SUPERIOR, WISCONSIN
CITY OF ASHLAND, WISCONSIN
CITY OF RICE LAKE, WISCONSIN
CITY OF MENOMONIE, WISCONSIN

TEAM NAME	TEAM TYPE	BUDGET 7/01/25- 6/30/26	BUDGET 7/01/26- 6/30/27
CITIES OF EAU CLAIRE AND CHIPPEWA FALLS	TYPE I	\$115,954.48	\$115,954.48
CITIES OF SUPERIOR AND ASHLAND	TYPE II	\$94,515.56	\$94,515.56
CITY OF RICE LAKE	TYPE III	\$15,823.70	\$15,823.70
CITY OF MENOMONIE	TYPE III	\$15,823.70	\$15,823.70

**NOTE: CHECKS WILL BE MADE PAYABLE TO EACH CONTRACTOR NOTED
ABOVE ON A QUARTERLY BASIS AS SPECIFIED IN THE AGREEMENT.**

Exhibit C

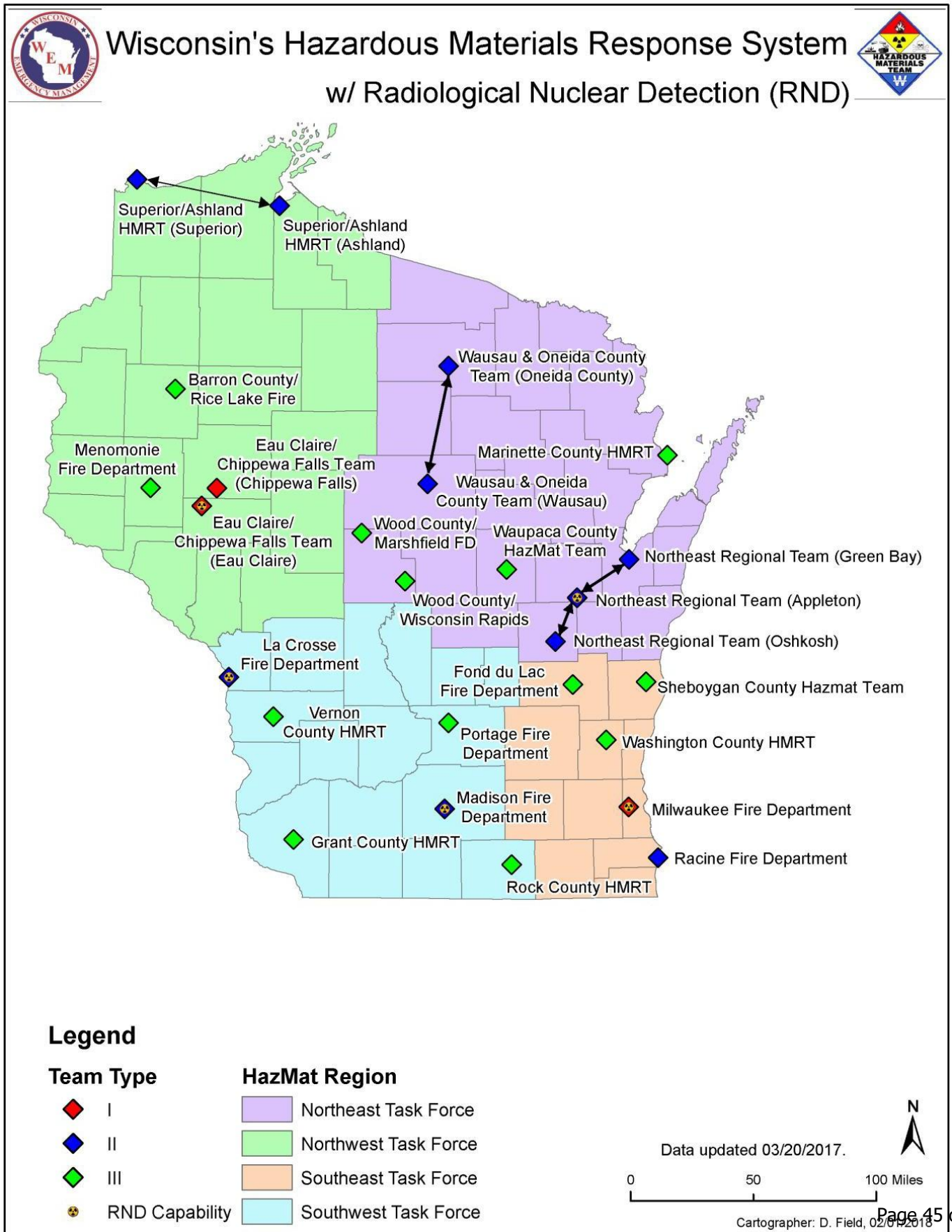


Exhibit D

MUNICIPAL CERTIFICATES OF INSURANCE

Ref: 2025-147

COUNCIL AGENDA: 7.B.
(6/24/2025)

SUBJECT: Approve the City of Ashland Comprehensive Outdoor Recreation Plan
2025-2030 (*Public Works*)

RECOMMENDATION: Approve

**DEPARTMENT OF
ORIGIN:** Public Works

CLEARANCES: Public Works
Parks & Recreation

EXHIBITS: 1. City of Ashland Comprehensive Outdoor Recreation Plan
2025-2030
2. Appendices

**EXPENDITURES
REQUIRED:** \$18,000- MSA Professional Services

AMOUNT BUDGETED: \$10,000- Wisconsin Coastal Management Program
\$10,000- Fund 481 Parks & Grounds

**APPROPRIATION
REQUIRED:** N/A

**TREASURER'S
CERTIFICATE:** NA

COMPLIANCE WITH CHAPTER 51: The Council as Committee of the Whole previously discussed and approved for this item to move forward to the Council for formal approval.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: NA

SUMMARY STATEMENT:

The City of Ashland Parks and Recreation Director and Parks and Recreation Committee have been working with MSA Professionals to update the Comprehensive Outdoor Recreation Plan

(CORP) 2025-2030 for the City of Ashland. A CORP uses a needs assessment to identify the community's recreation assets, needs, and preferences. It also establishes policies and recommendations for how to improve recreational spaces.

The Wisconsin Coastal Management Program funded an update to the City's CORP in 2024.

The CORP will serve as a guide for maintenance, future development, rehabilitation, and other related activities in the City's recreational spaces. This plan also sets goals and objectives for the City's Parks and Outdoor Recreation Spaces. A CORP is often a requirement for local communities to be eligible for state and federal grant programs for parkland acquisition and development.

The City held a public information session in March to gain feedback on the update of the CORP and the proposed Capital Improvements Plan. The City of Ashland Parks Master Plan, which was approved in January 2025, is now part of the CORP.

The Public Works Director presented the CORP to the Committee of the Whole at the June 10, 2025 meeting. Council approval of the CORP is requested so that staff may seek grant reimbursement before the June 30 deadline.



CITY OF ASHLAND
PARKS & RECREATION
FIND YOURSELF BY THE WATER

City of Ashland Comprehensive Outdoor Recreation Plan 2025-2030



Acknowledgments

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Page held for Plan Resolution

Table of Contents

Chapter 1: Introduction	5
1.1 Plan Purpose	
1.2 Planning Process	
1.3 Why Plan For Parks?	
Chapter 2: Existing Park System Assessment	10
2.1 Local & Regional Context	
2.2 Demographics	
2.3 Natural Features	
2.4 Existing Parks & Open Space	
2.5 Other Parks & Recreation Facilities	
2.6 Other Relevant Planning Efforts	
Chapter 3: Goals & Objectives	15
3.1 Overall Park System Goals, Objectives & Policies	
3.2 Park Maintenance Goals & Policies	
Chapter 4: Existing Park System Assessment	18
4.1 Park Service Level Analysis	
4.2 Department Budget & Staffing Analysis	
4.3 Geographic Analysis	
Chapter 5: Park System Inventory	29
5.1 Park System Inventory	
5.2 Opportunities on the Horizon	
Chapter 6: Community Feedback	60
6.1 Online Survey	
6.2 Public Input Meetings	
6.3 Focus Groups	
Chapter 7: Implementation	66
7.1 Funding Opportunities	
7.2 Adoption & Amendment	

CHAPTER 1

INTRODUCTION

1.1 Plan Purpose

This plan is a guide for the City of Ashland Parks and Recreation Department for the development and maintenance of parks and recreational facilities. It also serves as a tool to encourage participation in grant programs offered by the WI Department of Natural Resources (WDNR) and other state and federal agencies. This plan follows the Guidelines for the Development of Local Comprehensive Outdoor Recreation Plan from the WDNR and describes:

- ◆ Information regarding demographic trends,
- ◆ an inventory of existing park and recreational facilities,
- ◆ an analysis of parkland and recreational needs and demands,
- ◆ general policy direction regarding park, open space, bicycle, and pedestrian facility planning and maintenance,
- ◆ recommendations for improving existing park facilities for bicycle and pedestrian activities,
- ◆ recommendations and strategies for new park, bicycle, and pedestrian facilities,
- ◆ and implementation strategies.

This plan identifies conceptual locations and recommendations for different types of parks, trails, natural areas, and recreational facilities. In nearly every case, more detailed planning, engineering, study, budgeting, and discussions will be necessary before decisions are made to acquire land or construct recreational facilities.

Mission Statement

The mission of Ashland Parks and Recreation is to enhance the quality of life for residents of the community, through a variety of special events, athletic and social programs. By providing a variety of activities, we hope to encourage lifelong learning, fitness and fun.

This plan also includes a framework for managing Ashland's park and recreation assets with fiscal and environmental sustainability in mind. The plan assesses current and future recreational needs, evaluates feasible options for meeting those needs and identifies the greatest priorities from the community. It is a strategic action plan for the long-term development and improvement of the Ashland parks and recreation system.

The City of Ashland appreciates the local support its parks receive and recognizes the benefit they bring to the community's character and quality of life. It is committed to meeting the active and passive recreational needs of current and future residents and visitors of all ages and abilities.

1.2 Planning Process

The City of Ashland's previous Comprehensive Outdoor Recreation Plan (CORP) was adopted in 2019. In 2024, the City contracted with MSA Professional Services, Inc. to develop a Parks Master Plan (PMP). During this process, the City extended its contract to include an update of its CORP, which took place over an 4 month period beginning in January 2025. Since the PMP fulfilled many of the DNR's requirements for Comprehensive Outdoor Recreation Plans, it was determined that the two plans should be combined into one final document, with the elements of the PMP incorporated into the CORP.

Key milestones for this joint planning process include:

Phase I: Project Kick-Off & Community Engagement

February - May 2024

In early 2024, MSA Professional Services was hired as the consultant team to develop the City of Ashland Parks Master plan. The planning process formally kicked off in February 2024 with a project team meeting, including the Ashland Parks & Recreation Director, Public Works and Utilities Director, the City Administrator, and MSA staff.

Between March and May 2024, the Ashland community was asked to provide input on the project through a number of means, including a Public Input Meeting held at the Bretting Community Center (BCC) and an online survey. Additionally, MSA met with City Department heads during their site visit in June and conducted a virtual focus group with community leaders in early July. A summary of the community feedback gathered during the planning process can be found in Chapter 6.

Phase II: Existing Systems & Future Needs Analysis

June – July 2024

In June, two MSA staff traveled to Ashland to tour and assess the City's park and recreation assets and meet with City leaders. Over the course of two days MSA staff were able to visit all of Ashland's parks, tour the BCC, and gain invaluable insight into the issues and opportunities facing

the Ashland Parks and Recreation Department—and the City as a whole. Following the site visits, additional data was provided to the consultant team to inform their comprehensive assessment of park system.

Phase III: PMP Development

August – December 2024

During the Fall of 2024, MSA dug deeper into the Ashland parks system by assessing key park metrics in a national and regional context, synthesizing feedback into top community priorities, and developing guiding policy goals and objectives. MSA also evaluated APR budget and financial information and refined the plan's long-term implementation strategies and recommendations. MSA worked with City staff to develop and capital improvement plan for improving the Ashland parks and recreation system over the next 5-year horizon. A draft PMP was presented at a joint meeting of the Ashland Parks and Recreation, Sustainability, and Public Works Committees in November, and again to the Committee of the Whole in December.

Phase IV: CORP Update

January – March 2025

In early 2025, MSA and City staff worked together to combine and restructure the PMP and complete the remaining elements needed to fulfill the DNR's requirements for CORPs, which included some additional demographic and geographic analysis and background information. The public was also given another opportunity to weigh in on priority capital investments through a Public Open House held at the BCC on March 20, 2025.

Phase IV: Plan Adoption & Implementation

April – May 2025

A final draft of the CORP was presented to the Parks and Recreation Committee on April 21st, where they voted to recommend approval by the Ashland City Council. The plan was formally adopted on May X, 2025.

The City's intends to update this plan every five years, in-part to remain eligible for park and recreation grants, and as best practice to ensure that the plan remains relevant to the community's needs.

This plan was developed following the Guidelines for the Development of Local Comprehensive Outdoor Recreation Plans of the 2019-2023 Wisconsin Statewide Comprehensive Outdoor Recreation Plan (SCORP) created by the WDNR. Although the WDNR has adopted an updated SCORP for 2024-2028, the primary guidance for the development of CORPs is provided in the 2019 plan.



Knowles-Nelson Stewardship Grant

The Wisconsin Legislature created the Knowles-Nelson Stewardship Program (Stewardship) in 1989. Named for two of Wisconsin's most revered conservation leaders, Warren Knowles (Governor 1959-1965-1971) and Gaylord Nelson (Governor 1959-1963, U.S. Senator 1964-1981), the purpose of the program is to preserve valuable natural areas and wildlife habitat, protect water quality and fisheries, and expand opportunities for outdoor recreation. The conservation and recreation goals of the Stewardship Program are achieved through the acquisition of land and easements, development of recreational facilities, and restoration of wildlife habitat.

The Stewardship grant program is the most widely used recreational grant program in the state. Eligibility for the program requires that a community maintain a local comprehensive outdoor recreation plan (CORP), updated every five years, and that the project for which grant funding is sought is described in the CORP. Many other similar state and federal recreational grant programs have similar requirements or have shown a tendency to favor those grant applications which are supported through previous community planning efforts.

1.3 Why Plan for Parks?

Parks are some of the only truly free, accessible, multi-functional public spaces. They contribute to the physical and mental health of individuals and communities, and provide public safety, environmental, and social equity and resilience benefits. The COVID-19 pandemic put parks in the spotlight as more people sought opportunities for safe recreation and engagement opportunities outdoors. Now, as more cities are focusing on sustainability and resilience, parks offer a range of health, fiscal, and environmental benefits including:

Healthy Lifestyles

Before the COVID-19 pandemic, children and adults were spending less time outside. Research from the Henry J. Kaiser Family Foundation showed that young children were engaging in less active play and unstructured outdoor exploration, which are critical activities for developing social and academic skills, as well as building personal resilience. The National Recreation and Parks Association (NRPA) reports that physical activity at any age can reduce the risk of depression, heart disease, obesity, osteoporosis, stroke, and Type 2 diabetes.

Healthy communities have a range of active and passive options for people of all ages and abilities to spend time outdoors. While many people initially think of parks as places for playgrounds, trails, and ball courts and fields, they are also places where people can enjoy more passive activities like picnicking, wildlife watching, and leisurely enjoying the fresh air. According to a 2022 report from the Urban Institute, research suggests a link between measures of park access (proximity to parks and park quality) and higher rates of park use and physical activity. The City Parks Alliance reports that maintaining a healthy lifestyle can save more than \$1,800 annually in healthcare costs per person.

Economic Vitality

Leisure time is an important component of everyone's lifestyle, and increasingly people are choosing locations to live based on quality-of

life factors that include recreational amenities. According to the NRPA's Engagement with Parks Report, four out of five adults in the US sought high-quality parks and recreation when choosing a place to live. The ability to retain and attract new residents has direct economic benefits to the local community. For this reason, a great park, recreation, and trail system can contribute directly to a community's economic development.

In a study completed by NRPA and George Mason University, 72% of 70 studied communities use parks and recreation images in their economic development materials. The study notes that parks and recreation contribute to economic development through business and talent attraction, retention, and expansion. If a park system is designed with connections to regional destinations, additional visitors can also be brought into a community. This additional tourism can be a significant benefit to local businesses.

Social Resilience

Parks are an excellent source of place-based planning and identity for communities. Park and recreation facility designs are highly responsive to local wants and needs. The most recent example is the transition of tennis and basketball courts into multi-functional 'sport courts' to respond to the explosion in popularity of pickleball. Public parks are also a place for community interaction and neighborhood activity. They can be places where residents gather for social events, recreational activities, and meetings about local issues, increasing social interaction and creating an overall sense of community. An additional benefit is that this 'social resilience' is a key component of responding to and recovering from natural disasters.

Information from the City Parks Alliance indicates that community involvement in the greening of vacant land has been shown to decrease crime and generate additional support for nearby park projects. Research from bicycle and trails advocacy organizations like the League of American Bicyclists and People4Bikes further suggests that the increase in trail traffic also has a depressing effect on crime.

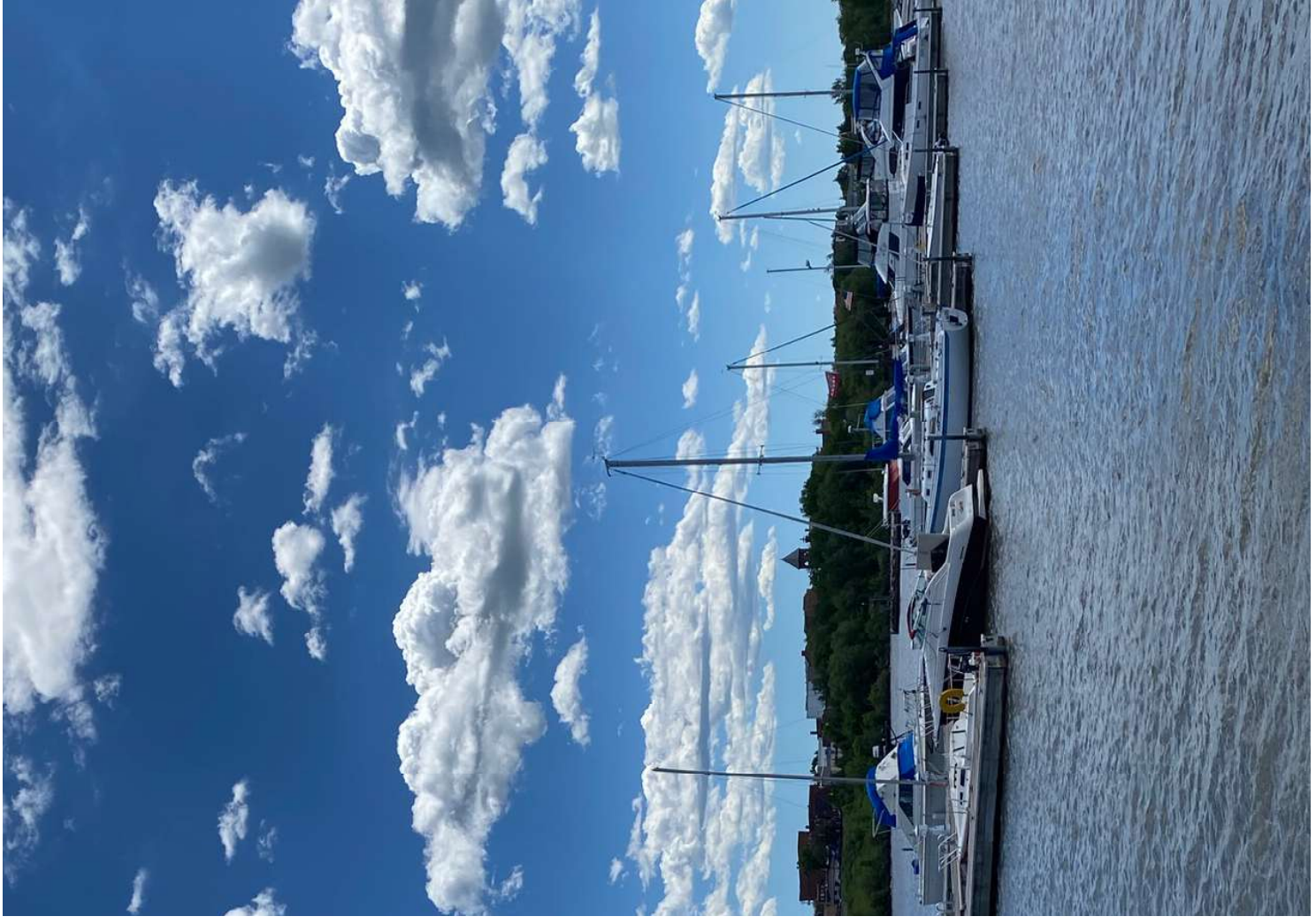
Environmental Resilience

While parks, forests, and trails create opportunities to improve the health of individuals, they also contribute to the greater ecological health of a community. Parks are often tied together with environmentally sensitive areas such as wetlands, floodplains, surface waters, or significant woodlands. Additionally, parks are a convenient place to introduce new stormwater retention and infiltration areas into the built environment, helping to manage stormwater runoff and mitigate localized flooding. These natural areas provide food and shelter for local wildlife and naturally retain stormwater. Individual parks can provide important “rooms” of natural resource activity; however, they become even more functional when they can be linked together through environmental corridors. Wildlife, plants, and water all depend on the ability to move freely within the environment, or from “room to room.” The City Parks Alliance reports that urban trees remove up to 711,000 tons of toxins from the air and reduce urban “heat island” effects, equating to \$3.8 billion in national savings.

Equity

In addition to being public open spaces, parks and recreational facilities are excellent places for local engagement. Many communities utilize park funding and infrastructure to revitalize blighted areas and rectify historic disinvestments in lower-income neighborhoods. This comes through reinvigoration of existing parks, and the addition of new parks in underserved areas. Coincidentally, as cities and villages across the United States see shifts in the ethnic makeup of their communities, more and more are investing in multilingual signs and rental form.

Two key parts of any parks and recreation plan includes physical accessibility through ADA-compliant design and walkability to the park. The Americans with Disabilities Act and statewide design guidelines ensure that people of any age and physical ability are able to access many activities throughout a park, from well-maintained paths and curb ramps to inclusive playgrounds. The walkability factor is defined by the NRPA as ensuring that no one lives farther than a 10-minute walk from a park.



CHAPTER 2

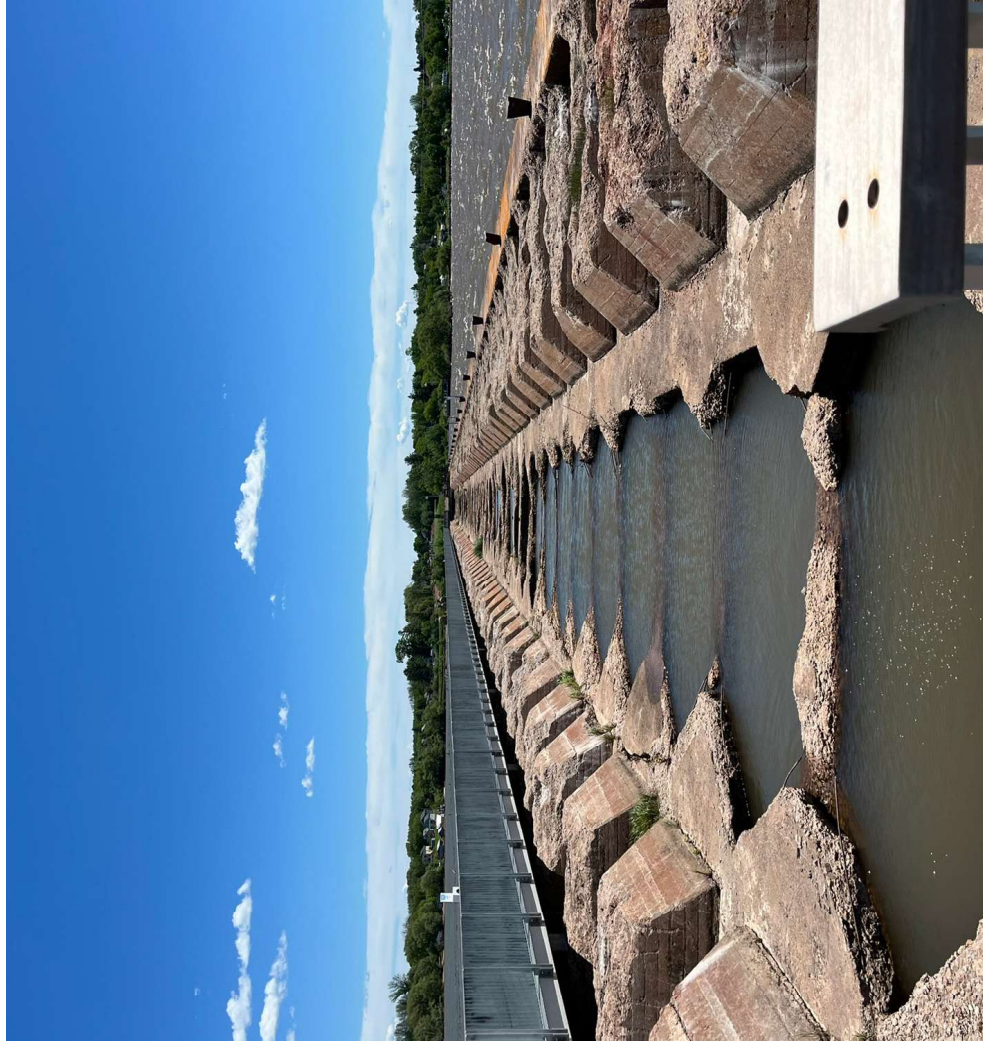
ABOUT ASHLAND

2.1 Local & Regional Context

Ashland is a uniquely beautiful City nestled along Lake Superior within the Chequamegon Bay located in Ashland and Bayfield Counties, roughly 70 miles east of Duluth, MN. Development patterns in Ashland have been deeply shaped by the natural landscape, with iron mining, stone quarrying, and lumber industries shaping early twentieth century development.

While population boomed alongside industry during the late 1800s and early 20th century, natural resources were depleted, and population growth slowed significantly. The past 50 years have refocused efforts towards economic stabilization, and acceptance of gradual declines in regional population.

No longer serving as an industrial port, the Chequamegon Bay around Ashland has reoriented as a outdoor recreation and tourist destination, used primarily for recreational boating, swimming, jet-skiing, sailboarding, and ice-fishing in the winter. The City has also transformed remnants its industrial past into one of kind attractions, including converting an abandoned rail line into paved walking and biking trails along the City's waterfront, known as the Ashland Rails to Trails System (ARTS), and the development of the Ashland Oredock, a unique walking promenade and public space built on the foundation of a former industrial mega structure.



2.2 Demographics

Age Composition

The age distribution in Ashland is shown in Figure 2.1. Age cohorts are an important consideration because different age groups utilize different recreation facilities. As shown in Figure 2.1, the City of Ashland has a higher proportion of residents in their 20s - likely due to the university presence, and a large share of residents over the age of 50.

Figure 2.1 Age Cohorts

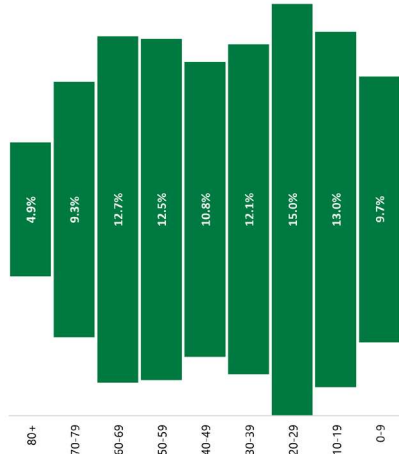


Table 2.1 Population History and Projections			
	City of Ashland	Ashland County	Wisconsin
1980	8,602	16,783	4,705,642
1990	8,744	16,268	4,891,769
2000	8,601	16,866	5,363,675
2010	8,216	16,157	5,686,986
2020	7,908	16,027	5,893,718
Projections			
2025	7,917	16,187	6,086,628
2030	7,834	16,127	6,255,437
2035	7,691	15,952	6,353,901
2040	7,323	15,303	6,368,975
Change			
1980-2020	-694.0	-756.0	1,188,076.0
2020-2040	-584.8	-724.4	475,257.3
Percent Growth			
1980-2020	-8.1%	-4.5%	25.2%
2020-2040	-7.4%	-4.5%	8.1%

Households

As seen in Table 2.2, Ashland has seen a decrease in total number of households since 2010 and a decline in the percent of households with individuals under 18. Average household size is down since 2000 but has increased slightly since 2010. These findings are consistent with national and regional trends as the number of single person households has increased, and members of the Millennial generation delay childbearing or forego it altogether.

Table 2.2 Household Statistics		
Households		
2000		3,513
2010 ACS		3,632
2022 ACS		3,411
Average Household Size		
2000		2.24
2010 ACS		2.12
2022 ACS		2.14
% of Households with individuals under 18		
2000		28.3
2010 ACS		29.3
2022 ACS		21.3

Population

There is a direct relationship between population and the need for more or less park space. Forecasting future population trends allows municipalities to more accurately plan for the future to ensure that the City maintains its park services in line with demand. As seen in Table 2.1, the population in Ashland has been declining for a number of decades, falling 8% between 1980 and 2020. Per the WI Department of Administration (DOA), the population is projected to continue declining through 2040. See page 23 for more information.

2.3 Natural Features

The following Section provides background information on some of the physical characteristics of Ashland and helps give an overall impression of the area.

Water Resources

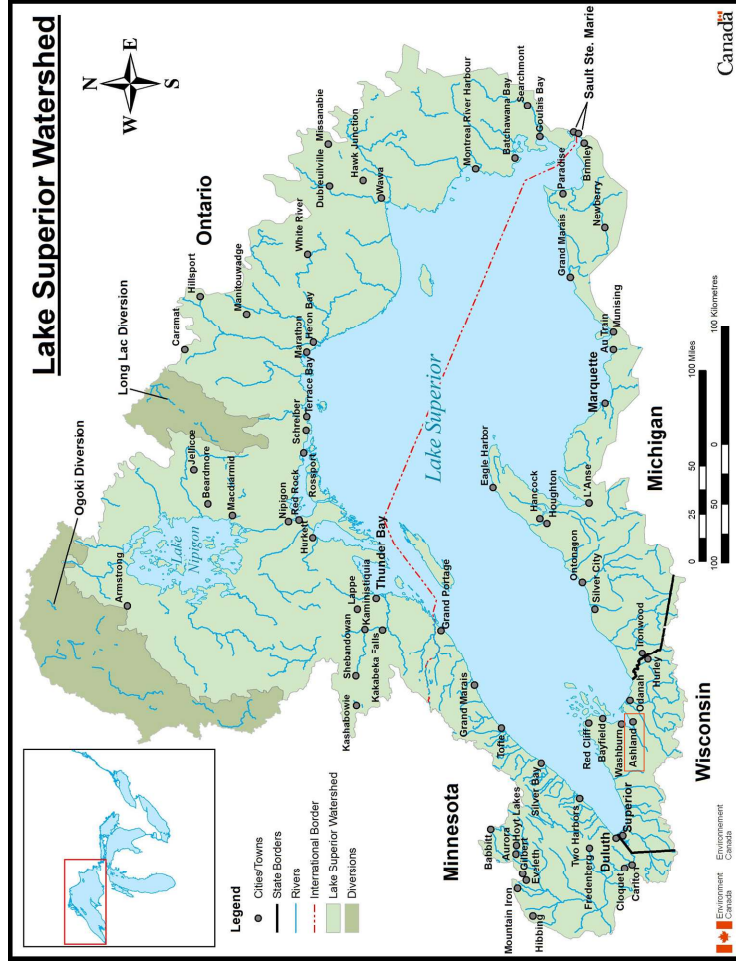
Water is the most vital natural resource to the City. Lake Superior, and in particular Chequamegon Bay, provides water to Ashland residents. Throughout the history of Ashland, the shallow and protected Bay has served a vital role in the economic and cultural development. Ashland's waterfront was once lined with ore docks, mills, and other industrial uses. Today, the waterfront is primarily used for recreation. Protection of these vital waters is of the utmost concern for the future health of the community and ecosystem.

Ashland is located in the Fish Creek Watershed, one of 16 watersheds draining into the Lake Superior Basin. The Chequamegon Bay alone is fed by more than 2,100 miles of rivers and tributaries. The Bay City Creek is the primary sub-watershed which originates near the John F. Kennedy Airport in southwest Ashland. The warm water stream naturally divides east and west Ashland.

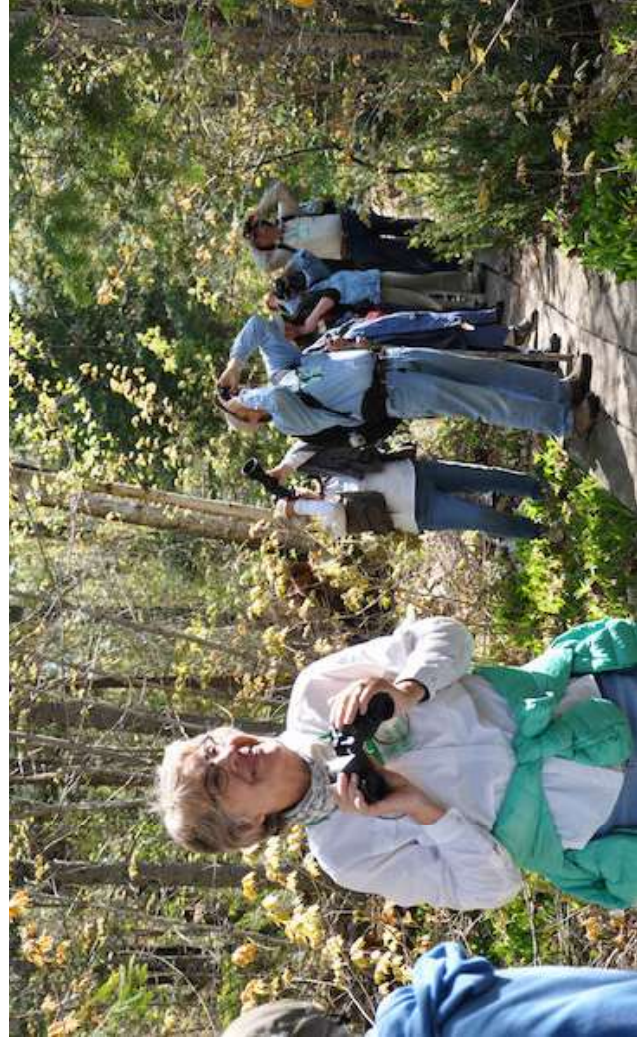
Local Natural Resource Conservation Offices work with area farmers to develop natural vegetation plans to mitigate runoff contaminants from entering the waterways. Ashland also has glacial water from artesian wells located throughout the City, with quality drinking water sourced from deep underground. This glacial water is a prized resource of the City, and is popular among residents and tourists.

Flora & Fauna

The Bay area hosts a rich diversity of plants and animals. Rivers and wetlands are key habitat for lake sturgeon and other game fish. The Bay is also critical habitat for the piping plover bird, a federally endangered species. Though not all flora and fauna are located directly within Ashland, decisions made within the City impact the surrounding ecosystems.



Lake Superior Watershed, Source: Lakehead Region Conservation Authority



Birding participants, Source: Travel Ashland County

2.4 Existing Parks & Open Space

The information for this section was gathered from site visits conducted by MSA Professional Services, GIS Analysis, discussions with City staff and review of past planning documents. Complete park descriptions, inventories, and recommendations for improvements on all parks can be found in **Chapter 5**.

Mini Parks

Mini parks include specialized facilities that serve a concentrated population or specific group such as toddlers or senior citizens. Typical size is 1 acre or less, but parks may be categorized as mini parks simply based on the type and quantity of facilities they offer. The following parks in Ashland are categorized as mini parks:

- ◆ Bay City Park
- ◆ Downtown Mini Parks (Menard & Otis Parks)
- ◆ 6th Avenue Beach
- ◆ H. Pearson Plaza & Beach Pavilion
- ◆ East End Community Park
- ◆ Locomotive Park
- ◆ 10th Ave Scenic Overlook
- ◆ West End Skating Rink
- ◆ Marina Scenic Overlook

Neighborhood Parks

Neighborhood parks typically serve smaller areas of a community, and are typically of a size or scale that blends into the surrounding neighborhood, usually 3-10 acres. Typically, these parks feature one signature amenity. The following parks in Ashland are categorized as neighborhood parks:

- ◆ Bayview Park & Beach
- ◆ Beaser Park/Ball Fields
- ◆ Ellis Park
- ◆ City Dock Park
- ◆ Memorial Park
- ◆ Penn Park
- ◆ Central Railway Park

Community Parks

Community parks are areas of diverse recreational activity and may include amenities such as athletic complexes, trails, and large swimming pools. Community parks are typically 10 acres or larger but may vary depending on facilities offered. The following parks in Ashland are categorized as community parks:

- ◆ Prentice Park
- ◆ Hodgkins Park
- ◆ Kreher Park
- ◆ Maslowski Beach

Special-Use Parks

Special use parks are areas for specialized or single purpose recreational activities such as golf courses, campgrounds, nature centers and skate parks. They may also be used to designate areas that are primarily used as event space, general gathering areas, expanded trail corridors or plaza space. The following parks in Ashland are categorized as special-use parks:

- ◆ Superfund Site
- ◆ Ashland Dog Park
- ◆ Marina Park
- ◆ Oredock Park

Conservancy, Open Space & Natural Areas/Undeveloped Parks

Conservancy parks and natural areas are established for protection and management of the natural or cultural environment with recreational facilities as a secondary objective. Open spaces are areas that currently offer no recreational facilities but have been reserved as future active or passive parkland. The following parks in Ashland are categorized as undeveloped or natural areas:

- ◆ Hot Pond
- ◆ Bay City Creek
- ◆ Pig Iron Dock
- ◆ Gilligan's Island

2.5 Other Park & Recreation Facilities

The City of Ashland is nestled amongst some of the state's most beautiful natural landscapes, and is well-served by regional parks, state parks, and one national lakeshore and one national forest. There are several regional parks and open spaces in close proximity to the City of Ashland. This is not an exhaustive list, but provides a snapshot of the variety of recreational activities available to Ashland residents.

Apostle Islands National Lakeshore

Located just north of the City of Ashland, the Apostle Islands National Lakeshore is a series of 21 islands only accessible by boat. These scenic islands offer campsites for visitors who can take advantage of sea cave kayaking, as well as over 50 miles of hiking trails surrounded by scenic vistas and unique rock formations.

Big Bay State Park

Included in the Apostle Islands archipelago is Madeline Island, which is accessible by ferry. This state park hosts a 61-site campground, sandstone bluffs along the shoreline, beach access and hiking trails.

Chequamegon-Nicolet National Forest

The Chequamegon-Nicolet National Forest is 1.5 million acres of USDA Forest Service managed forest located southeast from Ashland. Recreational offerings include a number of trails, recreation areas, campgrounds, and waterfronts along the variety of lakes and rivers that run through the forest.

2.6 Other Relevant Planning Efforts

Ashland, Inspired: A Waterfront Development Plan (2019)

The waterfront development plan provided a concrete vision building on the importance of preserving the waterfront, including considerations for the Superfund Site and the Oredock Park. Recommendations included additional youth-focused play areas along the central waterfront, exploring the potential for a concert or event space at the Superfund Site, and consistent addressing of any issues that may cause a negative impact on water quality.

City of Ashland Trails Master Plan (2022)

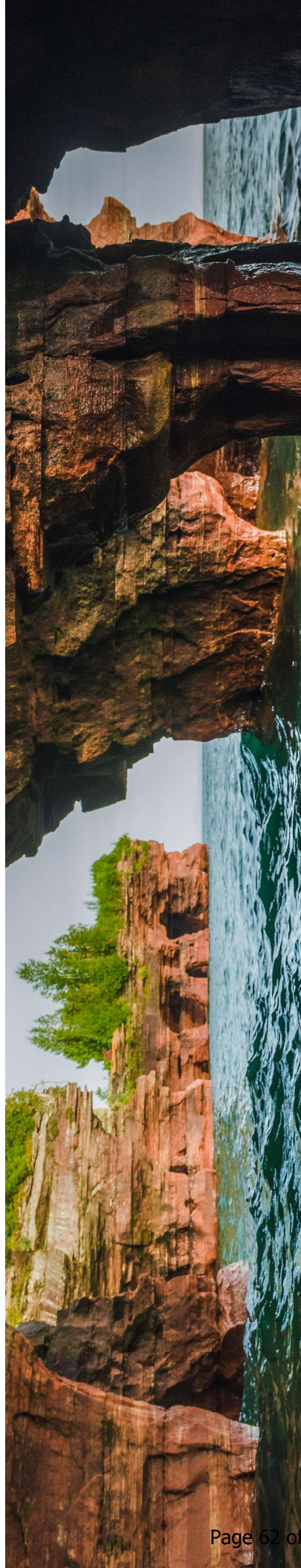
This plan proposes a number of trails, including a concept plan for the former Memorial Medical Center (MMC), now Tamarack Health Medical Center and a plan for Central Railway Park bike amenities.

For more information, see page 58.

Authentic Ashland: A Comprehensive Plan for Ashland, Wisconsin (2017)

Ashland Parks are at the center of the vision for preservation balanced with growth presented in the City's Comprehensive Plan. One of the critical goals for the City includes leveraging the natural resources of Ashland to attract a younger workforce and increase tourism.

The plan highlights the importance of preserving the flow of public recreational land along the waterfront, and utilizing the existing park space as anchors to connect different parts of the City.



Apostle Islands National Lakeshore, Source: National Parks Service

CHAPTER 3

GOALS, OBJECTIVES, & POLICIES

3.1 Ashland Park System Goals

Goal 1: Provide a sufficient amount of active and passive parkland and amenities to meet the current and future recreational needs of the community.

Objectives:

- 1.1. To provide a range of park types and sizes to meet the needs of the community.
- 1.2. To provide a diversity of recreational opportunities so that residents of all ages and abilities have an equal opportunity to enjoy the park and open space system.

Policies:

- 1.3. Maintain a level of service of at least 10.5 acres of developed parkland per 1,000 residents.
- 1.4. Land which is undevelopable (i.e. contains wetlands or floodplains) or proposed for stormwater management facilities shall not be counted toward the required amount of parkland dedication for new subdivisions.
- 1.5. The type of park and open space facilities should be scaled to the needs of the area and population served, both present and future.
- 1.6. Whenever possible, all park sites and experiences will be made accessible to all potential users, in conformance with the Americans with Disabilities Act (ADA).
- 1.7. The park and recreation system should provide opportunities for all persons regardless of race, creed, age, gender or economic status.

- 1.8. Pursue additional land acquisition where existing neighborhoods are underserved by recreational land or where opportunities arise to add strategic parkland to the community which serves to implement one or more recommendations of this plan.
- 1.9. All parks should have multiple access points from surrounding neighborhoods.
- 1.10. Neighborhood parks should be sited and designed to enhance neighborhood cohesion and provide a common neighborhood gathering place.
- 1.11. Seek to ensure that all residential homes are within a 1/3-mile or less distance from a developed public park.
- 1.12. Create consistent building designs for park shelters, restrooms, etc.
- 1.13. Make every effort to repair, replace, or remove park facilities that become broken or otherwise become a safety hazard.

Goal 2: Develop, improve, and operate the City's Parks & Recreation programs in a cost-effective manner.

Objectives:

- 2.1. To maintain a park and open space system that is sustainable with respect to annual maintenance and operation costs and servicing capabilities of the community.
- 2.2. To continue funding the replacement of old and deteriorating recreation equipment in all City parks.

2.3. To invest funds for the development of facilities that will maximize existing park and recreation areas, with the intention of increasing park use.

2.4. To create a cost/benefit program for Parks & Recreation Programming.

Policies:

2.5. Maintain a capital improvement plan to replace worn or damaged recreational equipment and facilities. Use this plan to establish future capital improvement plans and annual budgets.

2.6. Take into consideration long-range maintenance and operations costs at the time new parklands are acquired through land dedications or other means.

2.7. Pursue grant funding from state, federal, recreation associations, or corporations which can aid in the purchase and/or development of desired park system improvements.

Goal 3: Coordinate park and recreation planning and development cross City Departments and with key community stakeholders.

Objectives:

3.1. To coordinate park activities/facilities with civic, private, City, County and State agencies and organizations to complement offerings without unnecessary duplication.

3.2. To preserve areas planned for future parks and recreational trails from development.

3.3. To provide opportunities for public participation in park and recreational facility development.

3.4. To formulate partnerships in the region to promote volunteer opportunities and strengthen relationships.

Policies:

3.5. Review and comment on park and recreational plans in adjacent communities.

3.6. Provide copies of this plan to adjacent municipalities, tribal communities, and the Ashland County Parks Departments.

3.7. Update the City Comprehensive Outdoor Recreation Plan (CORP) every five years and solicit input from City residents.

3.8. Complete regular reviews and updates, if needed, of this plan in coordination with the City-wide Comprehensive Plan.

3.9. Coordinate subdivision review with all departments responsible for providing or maintaining adequate park facilities.

3.10. Park facilities and school facilities should be shared by both entities to be mutually beneficial to both when appropriate and feasible. This is most likely to occur through a cooperative relationship and through good communication between the Park and Recreation Department and the School Districts.

3.11. Continued enhancement of Ashland trail system, incorporating recommendations from the Trails Master Plan and City of Ashland Bike Plan where applicable.

3.2 Park Maintenance Goals

The following goals and policies are intended to assist the Ashland Parks and Recreation department with decision making in the years ahead. These goals and policies were crafted to be responsive to parks system's greatest needs, priorities, and opportunities: reducing maintenance costs through sustainable and resilient practices; ensuring the recreational needs and priorities of residents are met; and further developing the City's waterfront and recreational assets to encourage economic development for the City as a whole. Together, these goals and policies will help build a stronger and more resilient park system for the City of Ashland.

Goal 1: Utilize cost-efficient and sustainable practices to maintain Ashland's park and recreation facilities.

Policies:

- 1.1.** Utilize perennial native plant species in place of traditional lawn/turf where feasible to reduce mowing costs, increase biodiversity, and provide habitat for pollinators and other species native to the northern Great Lakes region.
- 1.2.** Conduct an annual assessment of park facilities, including as playgrounds, shelters, restrooms, concessions buildings, etc., to track and plan for ongoing replacement and upgrade needs. Consider implementation of an asset management system to track facility assessments and manage maintenance efforts on an ongoing basis; see Section 5.2 for more detail.
- 1.3.** Replace all wooden park amenities (bleachers, picnic tables, benches, fencing, etc.) at the end of their useful life with longer lasting and more durable metal alternatives.
- 1.4.** When ordering new amenities (benches, picnic tables, etc.), select desired manufacturers and products that offer visual consistency and simplify use prefabricated options when possible (dugouts, restrooms, shelter buildings, etc.).

Goal 2: Provide a park service level proportional to Ashland's current and projected population size.

Policies:

- 2.1.** Identify underutilized parkland capable of converted into an alternative land use when appropriate funding or development opportunities arise.
- 2.2.** Consider removing as opposed to replacing certain park facilities at the end of their useful life; factor community priorities and recommended NRPA benchmarks/standards into decision making process.
- 2.3.** Before acquiring new park facilities or amenities via donation, assess and ensure the City is capable of taking on the long-term maintenance and operational costs associated with those facilities or amenities.

Goal 3: Ensure Ashland's park and recreation system meets the everyday needs of residents in balance with the City's tourist economy.

Policies:

- 3.1.** Continue developing Ashland's interconnected, public waterfront properties into an appealing attraction and destination for tourism — both regionally and nationally.
- 3.2.** Ensure neighborhood and community parks are meeting the day-to-day recreational needs of Ashland residents.

Goal 4: Pursue partnerships, programs, and projects capable of generating revenue or reducing maintenance costs for the Parks and Recreation department whenever feasible.

Policies:

- 4.1.** Coordinate community groups, neighborhood associations, and other local organizations to help manage, maintain, or raise funds for specific parks projects. It is recommended these partnerships are formalized via Memorandum of Understanding (MOU) between APR and the outside entity.
- 4.2.** In partnership with other community organizations, utilize the City's public waterfront spaces (i.e. Marina, Superfund Site, Oredock) to draw regional visitors to Ashland through revenue-generating events and other programming.

CHAPTER 4

EXISTING PARK SYSTEM ASSESSMENT

Introduction

This chapter is a quantitative assessment of the Ashland parks system as it exists today in 2025. It compares Ashland's service level and operational budget to that of its peers nationally. The purpose of this assessment is to evaluate how well the City is providing outdoor recreation services to its residents within the context of guiding national standards and peer communities.

Table 4.1 Park Classification Summary			
Type	Use	Service Area	Desirable Size
Mini Park	Specialized facilities that serve a concentrated or limited population or specific group such as tots or senior citizens.	Less than ¼ mile radius	1 acre or less
Neighborhood Park	Areas for intense recreational activities, such as field games, court games, crafts, playground apparatus area, skating, picnicking, wading pools, etc.	¼ to ½ mile radius to serve a population up to 5,000 (a neighborhood)	3-10 acres
Community Park	Areas of diverse environmental quality. May include areas suited for intense recreational facilities, such as athletic complexes and large swimming pools. May be an area of natural quality for outdoor recreation, such as walking, viewing, sitting, picnicking. May be any combination of the above.	Several neighborhoods. 1 to 2-mile radius	10+ acres
Special Use	Areas for specialized or single purpose recreational activities, such as golf courses, nature centers, skateparks, marinas, zoos, conservatories, arboreta, display gardens, arenas, outdoor theaters, gun ranges, or downhill ski areas, or areas that preserve, maintain, and interpret buildings, sites, and objects of archaeological significance. Also, plazas or squares in or near commercial centers, boulevards, and parkways.	None	Variable
Conservancy	Protection and management of the natural/cultural environment with recreational use as a secondary objective.	None	Sufficient to protect the resource

4.1 Park Service Level Analysis

The National Recreation and Park Association (NRPA) is a standard bearer for park and recreation agencies and professionals across the U.S. Through their annual survey of nearly 1,000 agencies nation-wide they provide metrics by which agencies can compare their performance against one another to identify areas of excellence and potential improvement.¹

The most common method utilized by agencies across Wisconsin for quantifying a park system’s level of service is to assess the acreage of parkland provided per 1,000 people in comparison to the NRPA’s benchmark of 10.5 acres minimum of total parkland per 1,000 people. The national median for acres of parkland per 1,000 was 10.6 according to the 2024 NRPA Agency Performance Review. The 10.5 figure is derived the sum of service level standards for mini, neighborhood, and community parks (see Table 4.1, pg. 18).

Table 4.2 Existing City of Ashland Parks		
Mini Parks		9.8
Bay City Park		0.35
Downtown Mini Parks (Menard & Otis Parks)		0.39
6th Avenue Beach		0.62
H. Pearson Plaza & Beach Pavilion		1.88
East End Community Park		1.29
Locomotive Park		0.08
10th Ave Scenic Overlook		1.31
West End Skating Rink		1.03
Marina Scenic Overlook		2.80
Neighborhood Parks		36.0
Bayview Park and Beach		8.86
Beaser Park/Ball Fields		2.08
Ellis Park		2.06
City Dock Park		8.86
Memorial Park		3.33
Penn Park		2.29
Central Railyard Park		8.6

Community Parks		140.3
Prentice Park		98.6
Hodgkins Park		15.53
Kreher Park & Boat Landing Extension		21.08
Maslowski Beach		5.15
Special Use Parks		21.8
Ashland Dog Park		0.5
Marina Park		3.30
Oredock Park		18.00
Undeveloped Parks		42.6
Hot Pond		5.10
Bay City Creek		30.0
Pig Iron Dock		4.0
Gilligan's Island		3.5
Total		250.4

Trails		11.5 mi
Ashland Rails to Trails System (ARTS)		11.5 mi

¹ NRPA 2024 Agency Performance Review, <https://www.nrpa.org/siteassets/research/2024-agency-performance-review.pdf>

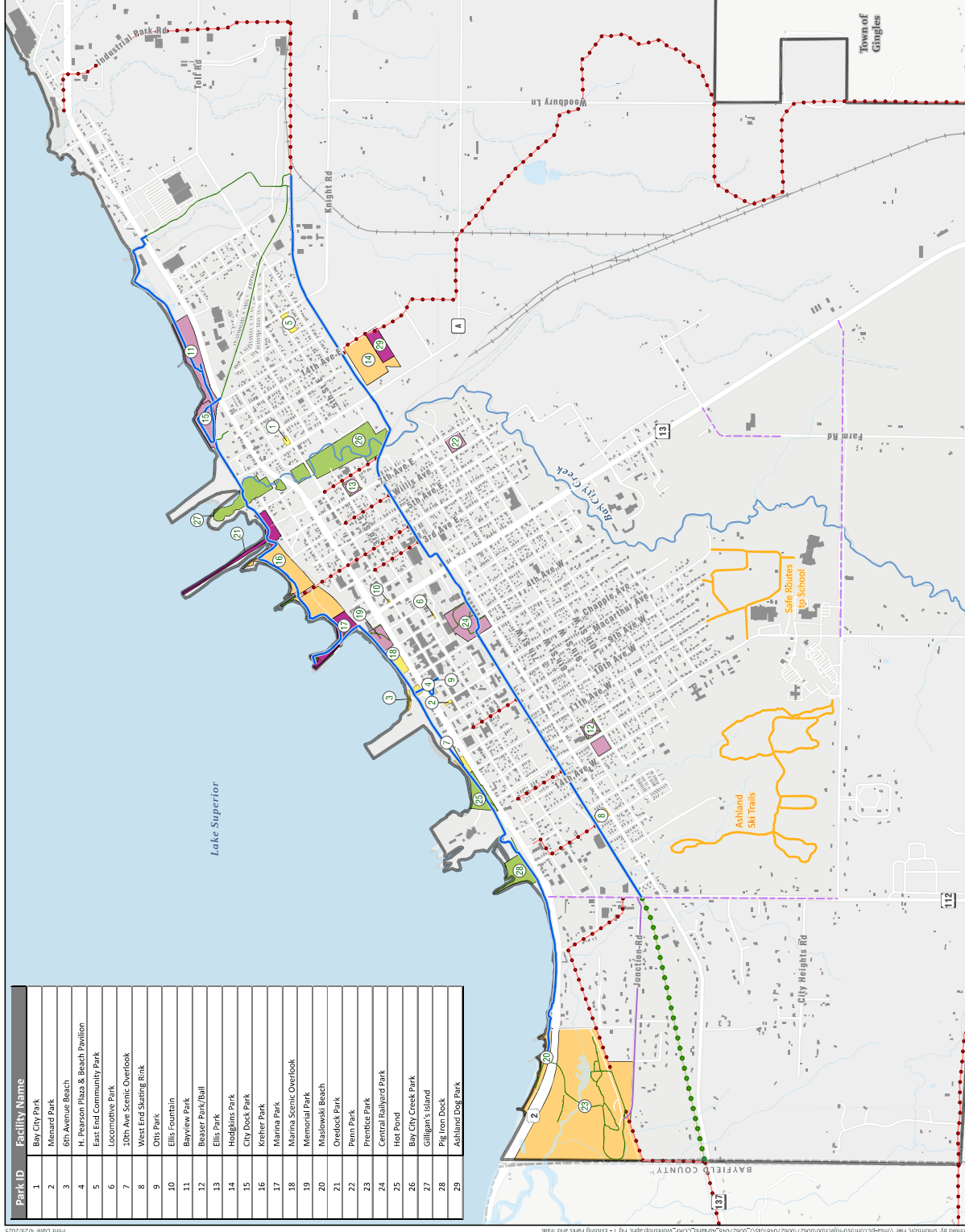
EXISTING PARKS AND TRAILS

COMPREHENSIVE OUTDOOR
RECREATION PLAN (CORP)

CITY OF ASHLAND
ASHLAND COUNTY, WISCONSIN

- City of Ashland Boundary
- Bay City Creek
- Waterbody
- Trail Type
- Ashland Rails-To-Trails System (ARTS)
- Community Trail
- Bike Lane
- Bike Route
- Park/Pedestrian Trail
- Seasonal Snowmobile/Pedestrian
- Snowmobile Trail/Allowed on Road
- Park Classification
- Mini Park
- Community Park
- Neighborhood Park
- Special Use Park
- Undeveloped Park

Data Sources: Ashland County GIS (2025)
City of Ashland Public Works (2025)
Ashland County GIS (2025)
Trail Solutions - Trail Data Received 2025
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

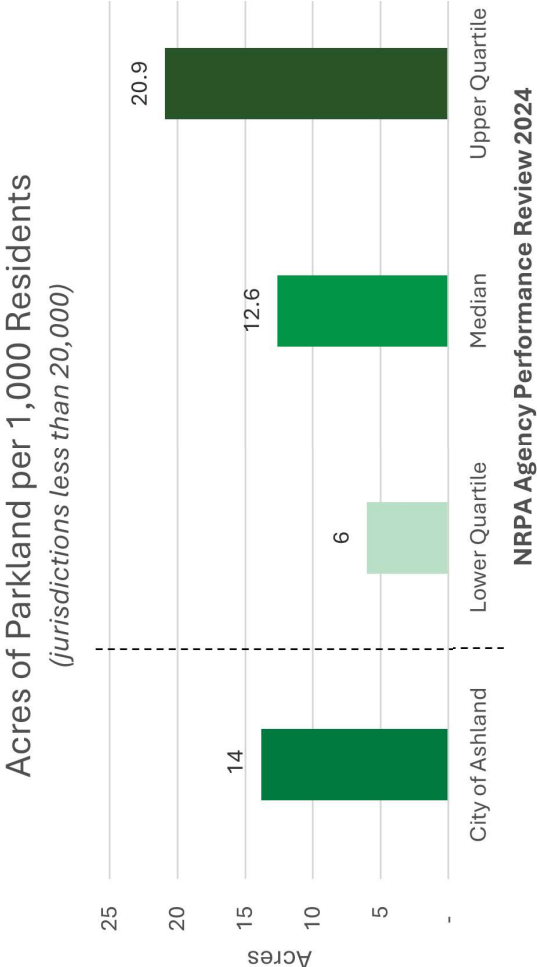


The City of Ashland currently maintains 250 acres of total parkland, with 109 of those acres being developed parks (including playgrounds, sports courts, restrooms etc). The additional 141 acres of parkland are undeveloped and are made up primarily of Prentice Park (98 acres) and Bay City Creek (30 acres). Undeveloped parks typically are natural areas and wildlife habitat, with less intensive maintenance needs than developed parks. For the purpose of this analysis, only developed parkland assessed. The Kreher Park Boat Landing Extension (formerly referred to as the “Superfund Site”) was also excluded from the developed parkland analysis since it is not currently used for active recreation.

The Wisconsin Department of Administration (WDOA) 2024 population estimate for the City of Ashland was 7,775 people, resulting in a rate of 14 acres per 1,000 people for developed parkland; the rate for total parkland is 32 acres per 1,000 people. As seen in Figure 4.1 this rate is between the median and upper quartile distribution for agencies nationally serving less than 20,000 people, and exceeds the NRPA’s minimum benchmark.

Looking at the level of service standards for specific developed park classifications (Figure 4.2), Ashland has a abundance of mini and neighborhood park acreage given its population size; NRPA does not recommend specific service level standards for special use or undeveloped parks. The only park classification the city is deficit in are community parks, however this analysis excludes Prentice Park given that the majority of its acreage is natural area.

Figure 4.1: Acres of Parkland per 1,000 Residents
(Jurisdictions less than 20,000)



NRPA Agency Performance Review 2024

Figure 4.2: Level of Service Analysis by Park Classification



Table 4.3 outlines the demand and current count of various recreational facilities in Ashland compared to the median number of residents per facility in other cities with populations less than 20,000. APR currently maintains 10 playgrounds, with two additional playgrounds available to community members via Ashland's elementary schools. While these facilities are not maintained by APR, they still help meet residents' day to day recreational needs. Similarly, the City currently maintains numerous ball fields in comparison to other small jurisdictions across the country. Two additional ballfields are available to the public via Northland College, but require higher fees for use.

Table 4.3 Facility Needs and Demands					
Types of Facilities	Median # of residents per facility (>20,000)	Ashland Demand ²	Current Count	Surplus/ Deficit	
Playgrounds or play structures	1,990	4	10	6	
Diamond fields	1,833	4	8	4	
Basketball courts, standalone	4,366	2	2	0	
Rectangular fields	2,493	3	2	-1	
Tennis courts	3,074	3	1	-2	
Dog parks	10,327	1	1	0	
Community gardens	8,800	1	1	0	
Skateboard parks	11,284	1	1	0	
Multi-use courts – basketball, volleyball, etc.	5,248	2	1	-1	
Pickleball Courts	3,390	2	2	0	
Volleyball courts, standalone	9,250	1	2	1	
Ice rinks	8,015	1	1	0	

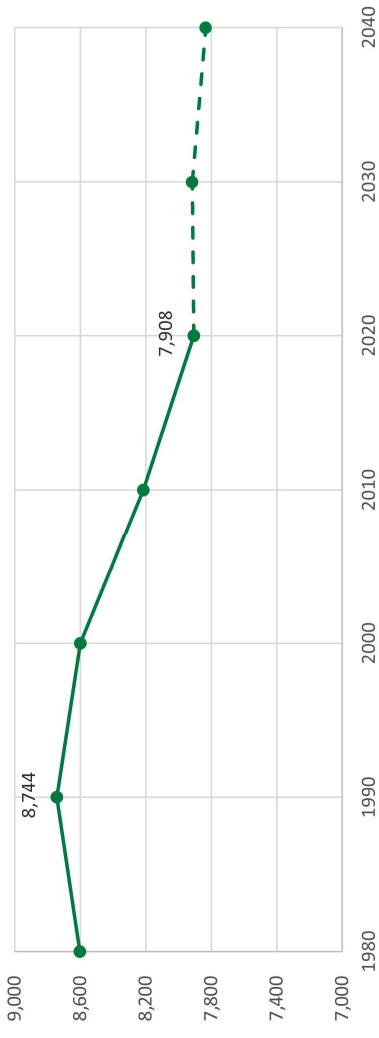
2 Based on Ashland's WDOA 2024 population estimate

Ashland generally has an abundance of parkland relative to its population size. Table 4.4 assesses the amount of surplus developed park acreage beyond the NRPA’s minimum threshold of 10.5 acres/1,000 between 2020 and 2040, with the assumption that no additional parkland is acquired during that time. As of the 2020 census, Ashland only needed 83 acres of parkland to meet the NRPA’s benchmark, therefore leading to a surplus of 26.3 acres given its developed acreage count of 109. Since the City’s population is projected to decline through 2040 according to the WDOA, Ashland’s surplus of parkland beyond the minimum threshold is likely to increase over the next decade and a half.

This analysis is a high-level assessment to determine if a system is generally the right size to meet the basic recreational needs of its residents. The mix of park types, diversity of facilities, and geographic distribution of parks throughout a community are other important indicators and Ashland is exceeding on that front as well. The City has a good mix of mini, neighborhood, and community parks as well as truly unique places like the Oredock and a wealth of public park land along Lake Superior’s waterfront. At the same time, park systems require extensive staff resources and inputs to be maintained, and the abundance of parkland in Ashland can lead to a backlog deferred maintenance. Ashland must be strategic and creative in how it manages its wealth of public outdoor recreational resources.

Table 4.4 Total Park Acreage Surplus/Deficit (in acres)						
Year	2020	2025	2030	2035	2040	
Population	7,908	7,917	7,834	7,691	7,323	
Total Supply (acres)	109	109	109	109	109	
Standard (10.5 acres/1,000)	83.0	83.1	82.3	80.8	76.9	
Surplus (10.5 acres/1,000)	26.3	26.2	27.1	28.6	32.4	

Figure 4.3: City of Ashland Population Past, Present, and Future



4.2 Department Budget & Staffing Analysis

This section evaluates Ashland’s budget and staffing capacity over the past 6 years and in relation to its peers nationally utilizing NRPA 2024 Agency Performance Review data.

Ashland’s recreation services are funded through the APR budget; their staff is responsible for running the Bretting Community Center (BCC) and its recreational programs; managing the City’s two public campgrounds; and applying for and overseeing grants that fund many of the planning and capital projects for the City’s park system. Grounds maintenance for Ashland’s parks is provided via a collaboration between Public Works and Parks Department staff and includes both Full Time Employees (FTE) and seasonal Limited Term Employees (LTE); they are responsible for mowing, weed control, equipment maintenance, and tree trimming and planting. In 2024, there were a total of 5.83 FTE equivalents between both departments. Additionally, the City of Ashland sets aside a portion of annual hotel and motel tax revenue into a Waterfront Development Fund. This money is used for City projects north of Hwy 2 or staffing dedicated to developing the waterfront, which includes APR employees. The department typically receives roughly \$145,000 a year through this fund and uses it as a match for grants.

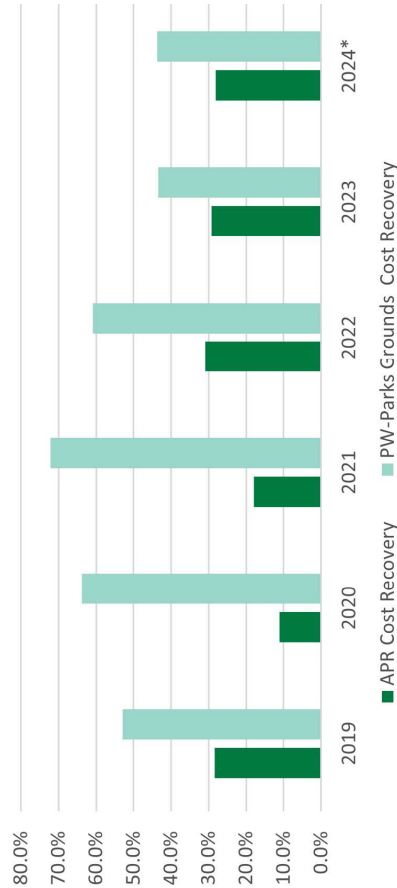
In 2023, the total operating budget for both APR and the PW-Parks Grounds Maintenance was approximately \$316,000 and \$318,000, respectively. For APR, personnel costs comprised roughly 90% of total expenditure; for PW-Parks Grounds Maintenance, personnel costs comprised roughly 63% of total expenditure, followed by materials and supplies at 20% and services at 17%. Between 2019 and 2023 APR’s total operating budget increased nearly 11% while the PW-Parks budget increased nearly 27%.

Figure 4.4: APR & PW Grounds Maintenance Revenue 2019-2024*



*2024 Budget figures are estimates per 2025 City of Ashland budget.

Figure 4.5: APR and PW-Parks Grounds Maintenance: Revenue as a % of Total Expenditure (Cost Recovery)



The primary source of revenue for APR comes from recreational programs at the BCC and park system facility rentals; for PW-Parks the biggest source of revenue comes from campground rentals at Prentice and Kreher Parks. As seen in Figure 4.4, both departments saw a decrease in revenue between 2019 and 2020 due to the COVID-19 pandemic. However, in 2021 revenue from the City’s campgrounds increased significantly, likely due to higher demand for outdoor recreation as the country continued to face restrictions on indoor gathering because of the pandemic; conversely, this same dynamic is responsible for decreased revenue from the BCC in 2020 and 2021 and the spike in 2022 as indoor gathering restrictions lifted. From 2022 forward, both departments have seen increased revenue in comparison to the pre-pandemic era. With the major improvements underway at the Kreher campground, the City should expect this to be a reliable source of revenue in the years ahead.

Figure 4.6: PW-Parks Grounds Maintenance: Revenue as a % of Operating Expenditure (jurisdictions less than 20,000)

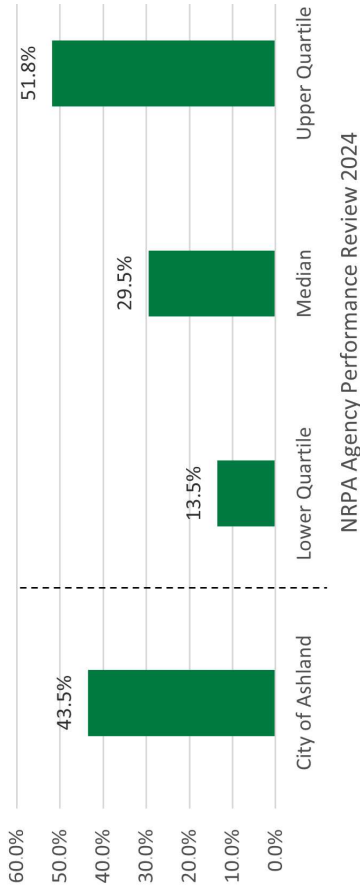


Figure 4.5 compares the ratio of revenue to total expenditure, or cost recovery, for both APR and PW-Parks between 2019 and 2024. Overall, PW-Parks tends to have a higher cost recovery in comparison to APR. This dynamic is partly attributable to the different groups served by each department: campground facilities primarily serve out-of-town tourists while the BCC serves City residents. The City is able to charge higher fees for tourist-oriented services but must ensure fees at the BCC remain affordable and accessible to Ashland and the greater region’s families. According to the U.S. Census Bureau, the median household income for the City of Ashland in 2022 was \$47,239—42% lower than the median Wisconsin household.

According to the NRPA’s 2024 Agency Performance Review, PW-Parks 2023 cost recovery rate was between the median and upper quartile nationally for communities less than 20,000 (Figure 4.6).

Similarly, for agencies with budgets less than \$500,000, Ashland's rate of developed parkland acreage per 1,000 is between the median and upper quartile nationally (Figure 4.7). On a total acreage per 1,000 basis, which includes Ashland's undeveloped parks and natural areas, the City's rate is nearly double the upper distribution for communities with small operating budgets. PW-Parks 2023 operating budget of roughly \$318,000 is below the lower quartile distribution for agencies nationally that manage 250 acres or less of parkland (Figure 4.8).

Ashland manages all its recreational programming, administration, and grounds maintenance with 5.83 FTE equivalents combined between the APR and the PW-Parks departments (Figure 4.9). For communities with less than 20,000 people, Ashland's total FTE's per agency is just below the lower quartile nationally (Figure 4.9). Overall, this analysis demonstrates that for its population size, the City of Ashland is managing a large park system and maximizing its municipal resources to the best extent possible for the benefit of its users.

Figure 4.7: Developed Parkland per 1,000 x Operating Budget
(Annual Budget > \$500k)

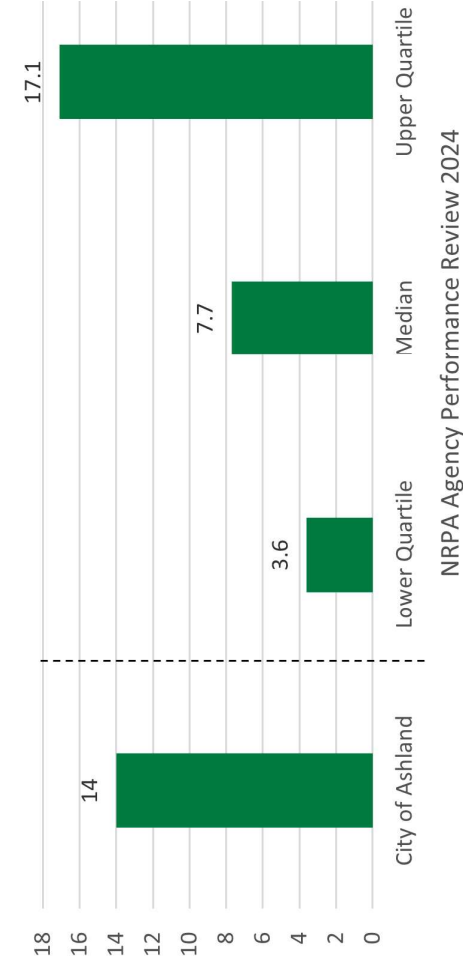


Figure 4.8: Operating Budget x Total Park Acreage Maintained
(250 acres or less)

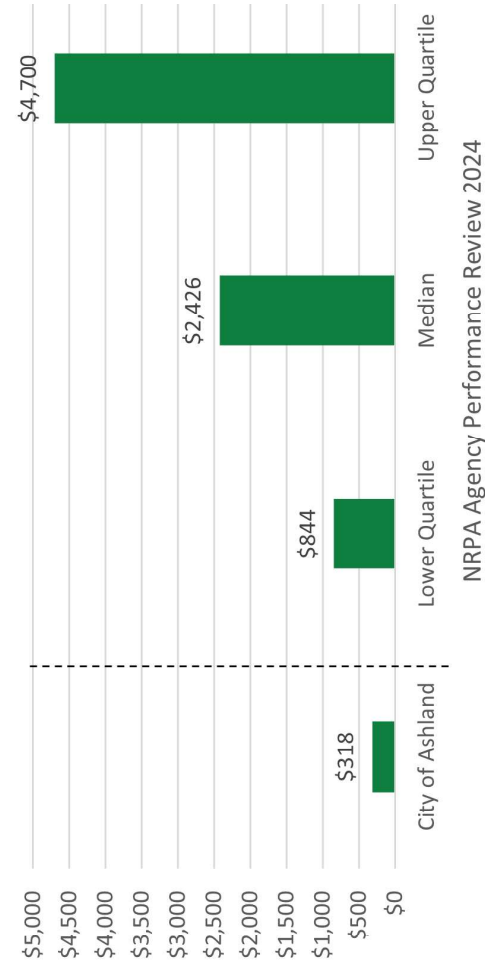
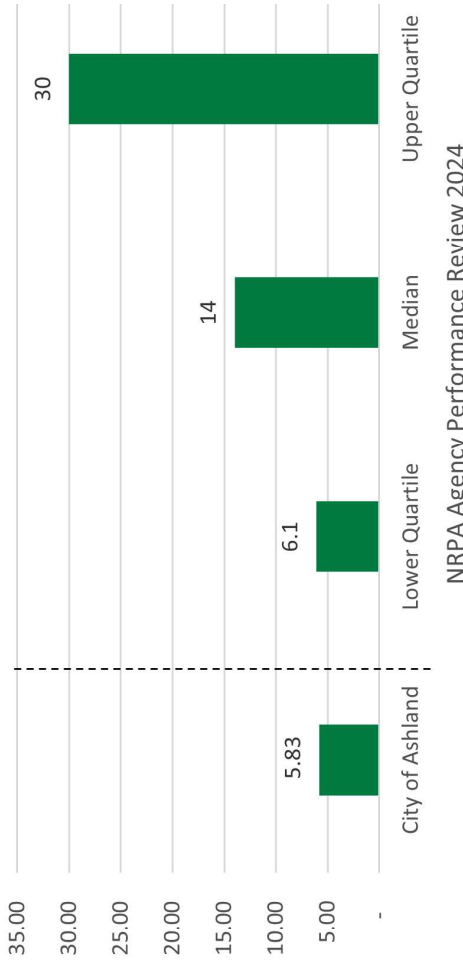


Figure 4.9: Staffing: Total FTE's per Agency
(Jurisdictions less than 20,000)



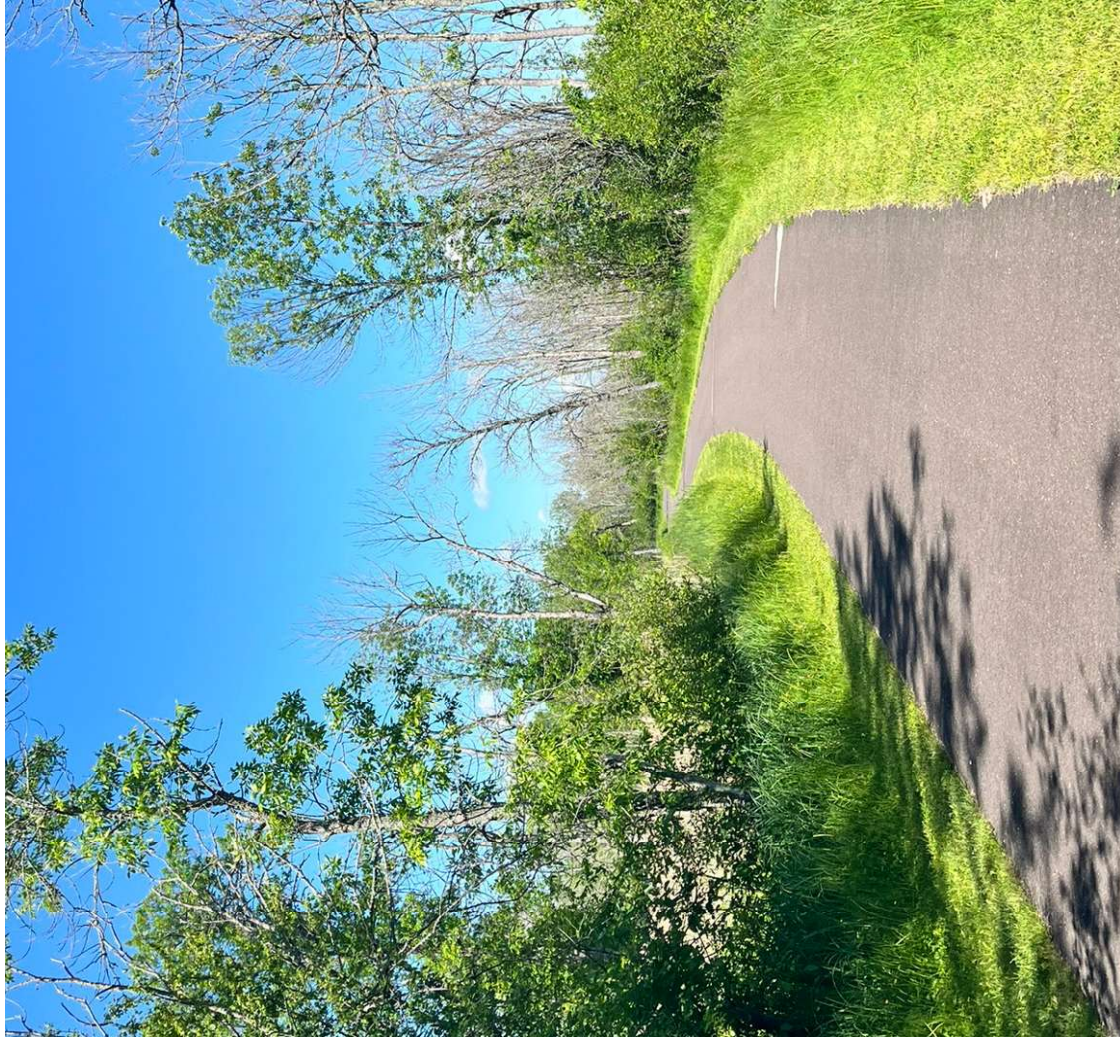
4.3 Geographic Analysis

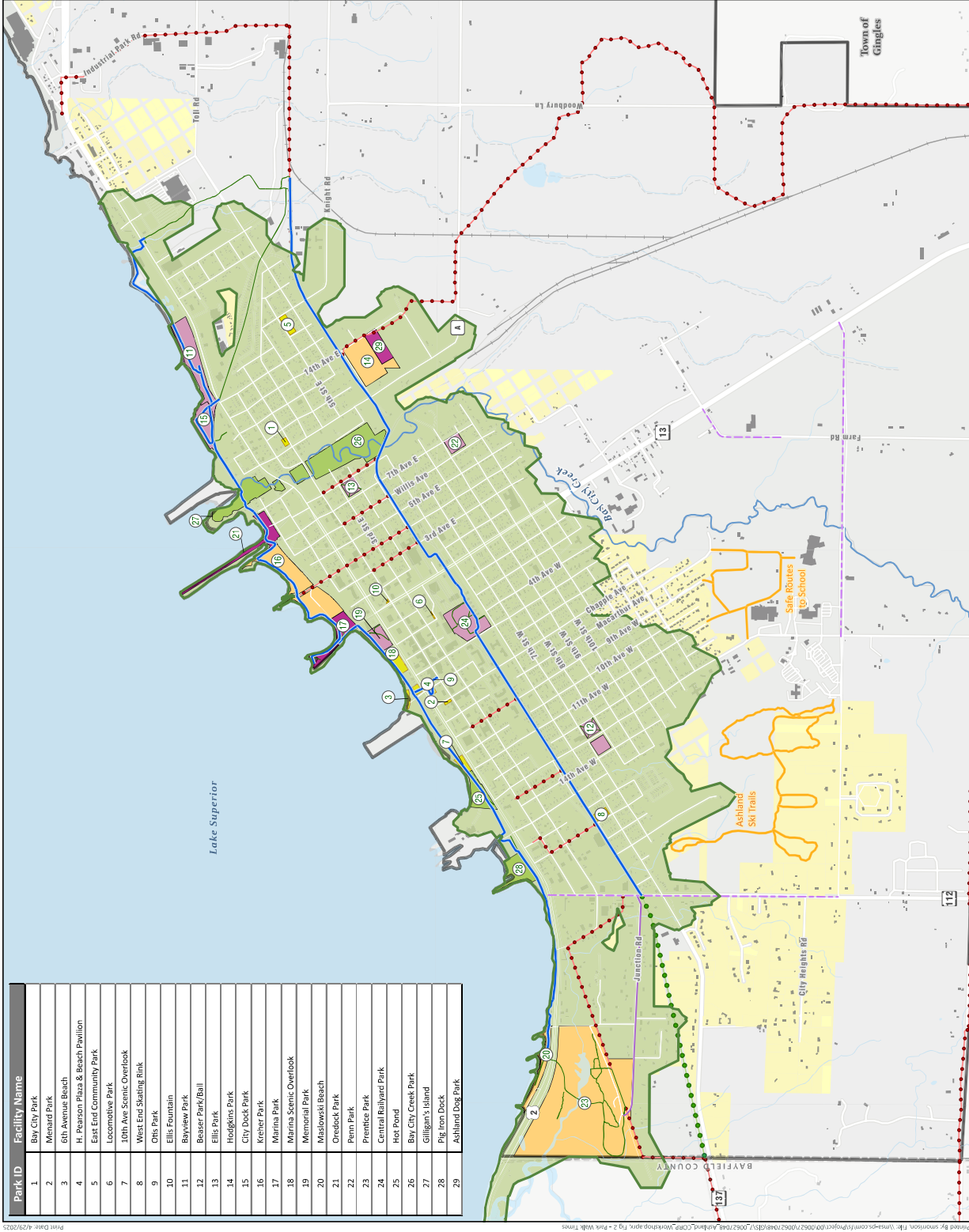
While the total acreage of parkland is an easy indicator of the presence of parks and recreational space, it is not the only indicator of how well a community is meeting the park and recreation needs of its residents. The NRPA advocates that the location of parkland, and the types of recreational facilities offered on that land, are just as important as the total acres available. Fortunately, Ashland residents have access to a wide range of recreational facilities and park types.

The NRPA, in partnership with the Trust for Public Land and the Urban Land Institute, promotes the 10-Minute Walk Campaign (<https://10minutewalk.org>), advocating for “a great park within a 10-minute walk of every person, in every neighborhood, in every city across America.” This service area standard assesses how equitably parkland is distributed geographically throughout a community. Using the 10-Minute Walk standard, the green area of the map on page 28 shows where City residents live within a 10-minute walk (approximately $\frac{1}{4}$ to $\frac{1}{2}$ mile) of a City-owned park. This area is the aggregate of each park’s individual 10-minute walk radius. For areas outside the green 10-minute walk radius, the underlying residential zoning is displayed. One this map, all residential zoning districts are combined into one category classified as “Residentially Zoned Area Underserved by Parks. This is intended to represent areas where people live but are not within a 10-minute walk of a City-owned park. A map is available in Appendix B that breaks out the different residential zoning districts in the City and the location of existing City-owned parks.

The 10-Minute Walk Time Map on page 28 shows that within the central core of Ashland, residents are well served by City parkland within a convenient walk of their residence. The areas that fall outside the 10-minute walk area are located mostly along the edges of the City, primarily in the southwest, far east, and between 13th St and Ashland High School and Lake Superior Middle School. The southwest corner of the City is less densely populated than the City’s core, with housing units (as indicated by the gray building footprints) more spread out. Additionally, not all the land zoned for residential use is actually developed, as seen by the area southeast of Penn Park and the area on

the far east side of the City that lack building footprints. The area outside the 10-minute walk zone with the highest concentration of housing units is the area south of 13th St and north of Ashland High School. However, these residents could use the school facilities for day-to-day recreational use; they are excluded from this analysis because they are not under the jurisdiction of the Ashland Parks and Recreation Department.





10-Minute Walk Time to Parks

COMPREHENSIVE OUTDOOR RECREATION PLAN (CORP)

CITY OF ASHLAND
ASHLAND COUNTY, WISCONSIN

- City of Ashland Boundary
- Bay City Creek
- Waterbody
- Trail Type
- Ashland Rails-To-Trails System (ARTS)
- Community Trail
- Bike Lane
- Bike Route
- Park/Pedestrian Trail
- Seasonal Snowmobile/Pedestrian
- Snowmobile Trail/Allowed on Road
- 10-Minute Walk Time to City Park
- Residentially Zoned Area Underserved by Parks
- Park Classification
- Mini Park
- Community Park
- Neighborhood Park
- Special Use Park
- Undeveloped Park

Data Sources: Ashland County GIS (2025)
City of Ashland Public Works (2025)
Aerial: WDNR (latest Leaflet)
Trail Solutions - Trail Data Received 2025
Sources: Esri, TomTom, Garmin, FDO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



CHAPTER 5

PARK SYSTEM INVENTORY

5.1 Park System Inventory

This chapter provides an overall assessment of each property within the Ashland parks system, highlighting the most pressing maintenance needs and concerns. These assessments are derived through a combination of MSA's site visit observations, conversations with APR staff, a review of the City's previous CORP, and a detailed facility condition assessment conducted by the architectural firm Kraus-Anderson in early 2024. To review the recommended facility maintenance actions, by year and with inflation adjusted cost estimates, prepared by Kraus-Anderson, please see Appendix C. Some parks within the Ashland parks system have recommended courses of action that go beyond mere maintenance; these recommendations are detailed in Appendix E: Ground Maintenance Considerations.

Mini Parks

Bay City Park

0.35 Acres

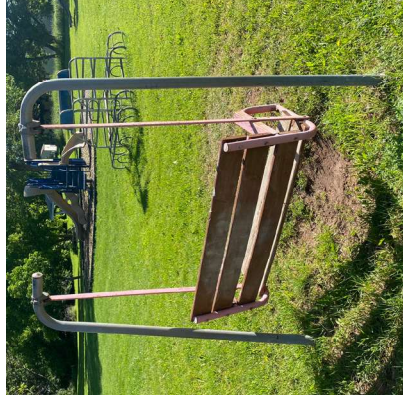
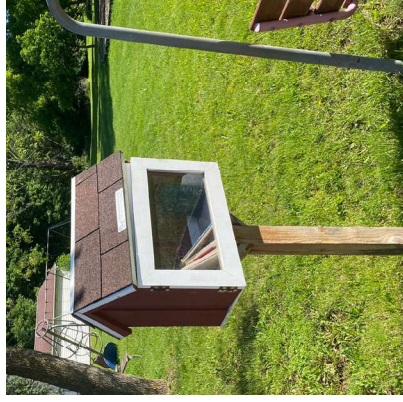
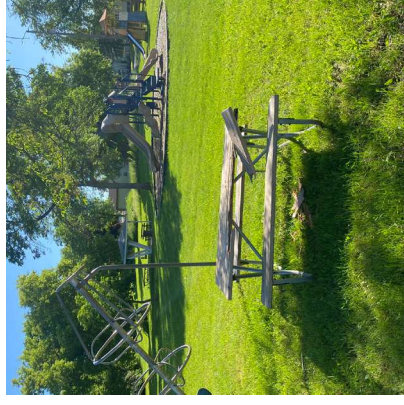
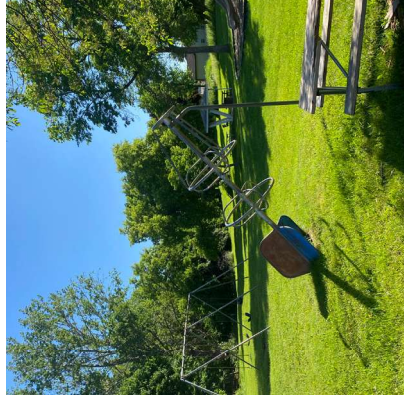
Located on the corner of 11th Avenue East and Main Street East, this park features an assortment of metal playground elements which predates the 1990s, a small plastic playground geared toward the toddler age group installed in 2021, a small open-air shelter, benches, and picnic tables. While the perimeter of the park facing the street has a wooden fence, there is no fencing or separation between the park and the adjacent private residence.

All of the park elements have reached the end of their expected years of service and are in poor condition according to the Facility Condition Assessment conducted by Kraus-Anderson (see Appendix C). Additionally, many of the metal play elements no longer meet contemporary playground safety standards. The estimated cost of replacing the all park's facilities is \$125,000.

See Appendix E for the recommended course of action for this park.

Facilities

- ◆ Playground Equipment
- ◆ Swing Set
- ◆ Benches
- ◆ Picnic Tables
- ◆ Small Open-Air Shelter
- ◆ Grill



Downtown Parks

0.39 Acres

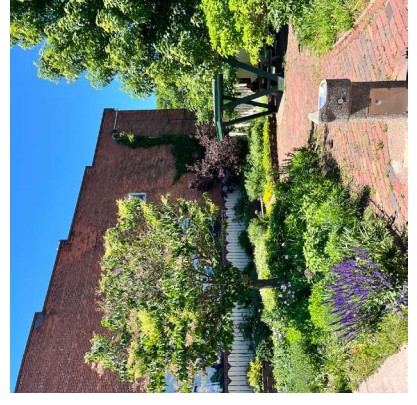
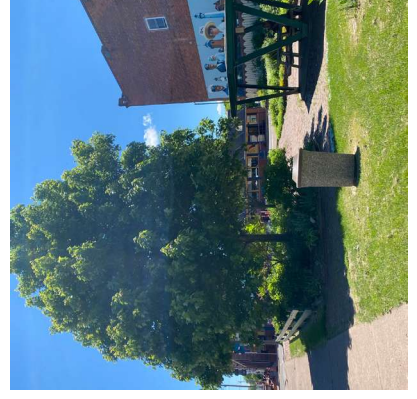
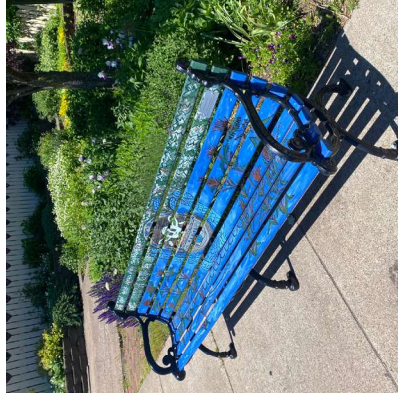
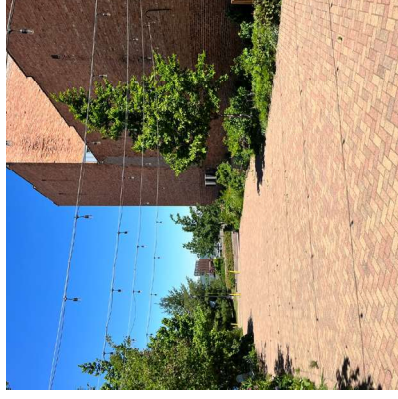
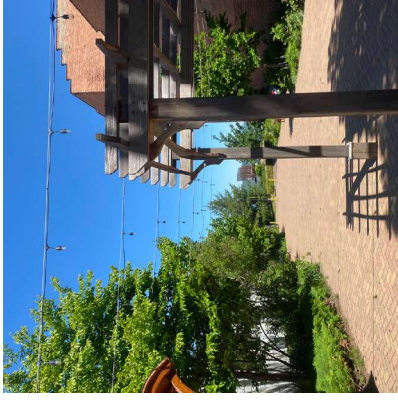
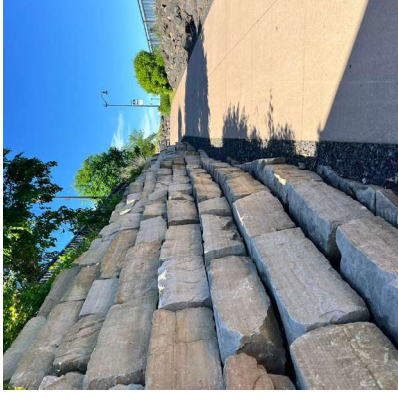
The City of Ashland established two small parks on vacant lots for shoppers to visit and enjoy in downtown Ashland, which are maintained by the Ashland Beautification Council. Otis Park, located at 517 Main Street West, is a paved, landscaped alleyway that leads to Howard Pearson Plaza. Menard Park, located on the corner of Main Street West and Chapel Avenue, is a landscaped plaza featuring a small shelter, paving brick walkway, and a drinking fountain. The landscaping in these parks is maintained in part through volunteer efforts.

Near-term maintenance needs include:

- ◆ Replacing benches and pavers at Otis Park (recommended in 2030)
- ◆ Replacing brick pavers, gazebo, and drinking fountain at Menard Park (recommended in 2025)

Facilities

- ◆ Seating
- ◆ Trash Receptacles
- ◆ Water Fountain
- ◆ Small Shelter (Menard)



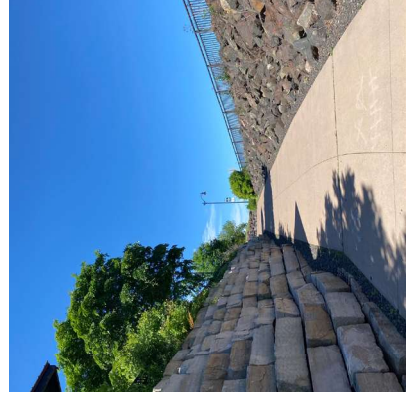
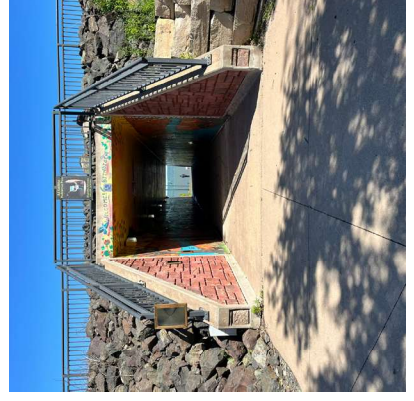
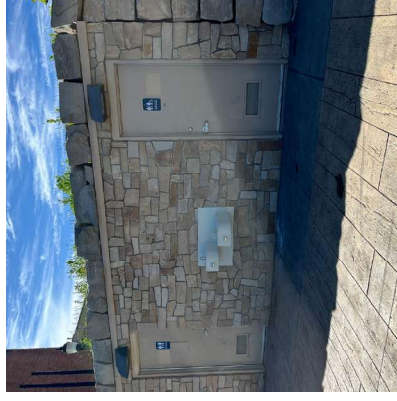
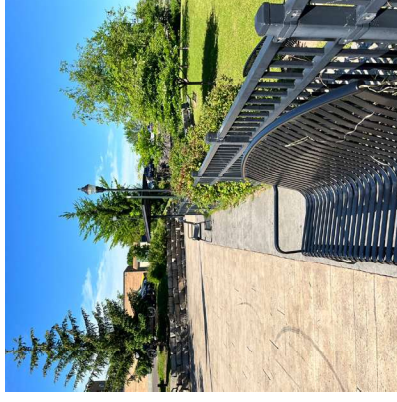
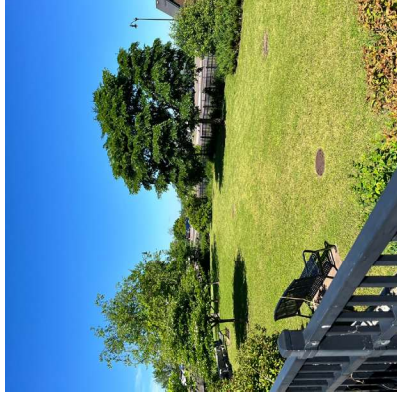
H. Pearson Plaza & Beach Pavilion ^{1.88 Acres}

This revitalized facility was developed with Department of Transportation Enhancement Funds and offers manicured green space surrounded by wrought iron fencing and small picnicking pavilions. Public bathrooms with solar lighting are available during the summer months. On the north side of the plaza are stairs and a handicap accessible ramp leading to the Ed Griffiths Pedestrian Underpass, an underground tunnel offering safe passage across US Highway 2. This passageway connects downtown Ashland to the 6th Ave beach and Lakefront Trail.

The majority of the facilities at the plaza were installed or constructed between 2010 and 2018 and are in good to fair condition. The most immediate recommended maintenance work is replacing the concession building roof shingles, which were originally installed around 2000. Per Kraus-Anderson, the majority of the plaza's facilities will remain in good condition beyond 2030 (see Appendix C).

Facilities

- ◆ Public Restrooms
- ◆ Tunnel Passage
- ◆ Public Parking
- ◆ Seating



East End Community Park

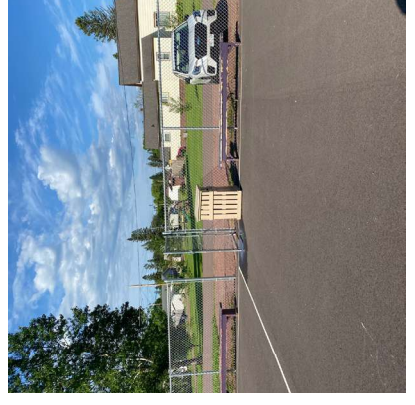
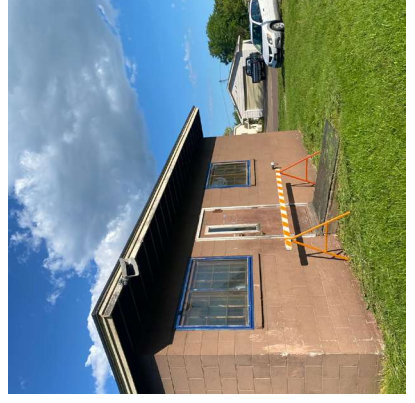
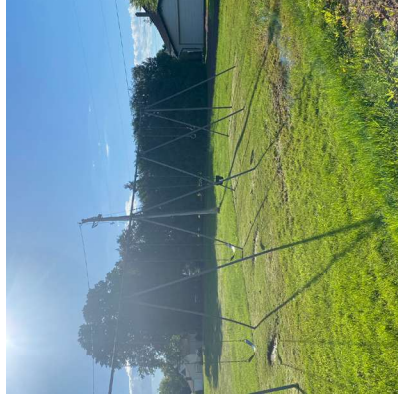
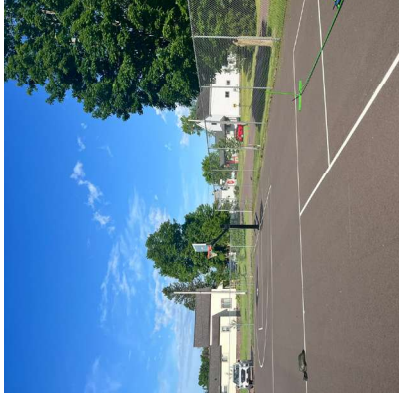
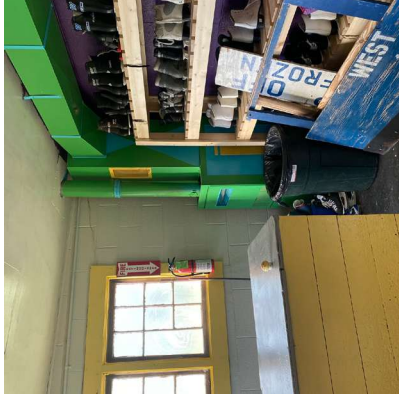
1.29 Acres

The East End Community Park is a popular heavily used neighborhood park. During the winter the park's open space is converted into the only operating outdoor ice-skating rink in the City. A warming house, staffed by volunteers from the neighborhood association from December through March, provides bathrooms, concessions, and skate rentals for the rink. The park also features a playground—replaced in 2024— and a fenced in pickleball and basketball court which was also recently resurfaced. These park improvements were paid through a combination of donations from the neighborhood association and American Rescue Plan (ARPA) funds.

The most pressing need for East End Community Park is the demolition and replacement of the existing concessions building which is approaching 30-plus years old. Building a new concession building with bathrooms that meet Americans With Disabilities Act (ADA) standards is included within the APR's planned capital improvements projects for year 2025 and is expected to be paid primarily with outside donations (~\$35,000).

Facilities

- ◆ Tennis Courts
- ◆ Ice Skating Rink
- ◆ Restrooms
- ◆ Swings

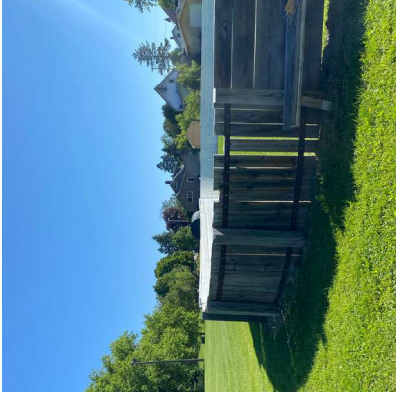


West End Skating Rink

1.03 Acres

Located at 6th Street West and 17th Avenue, the West End Skating rink is a currently an underutilized property within the Ashland parks system. Fencing for an ice hockey rink was installed in 2012 but the rink has never been fully operational and the fencing has not been maintained. Currently, the area is used informally by residents as a dog park, and there are no future plans to make the ice rink operational.

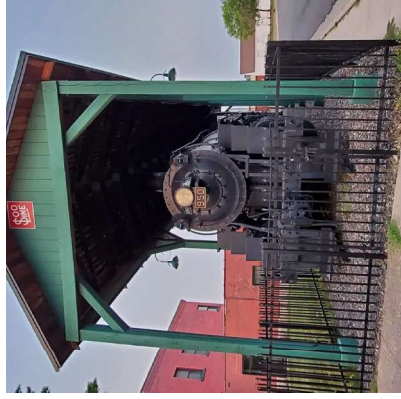
See Appendix E for the recommended course of action for this park.



Locomotive Park

0.08 Acre

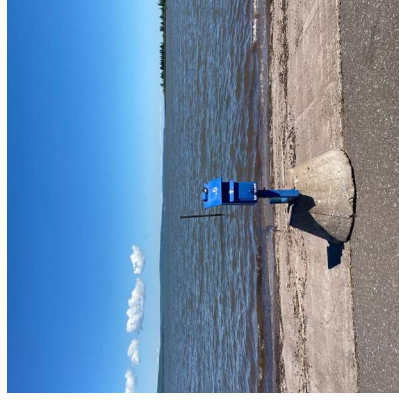
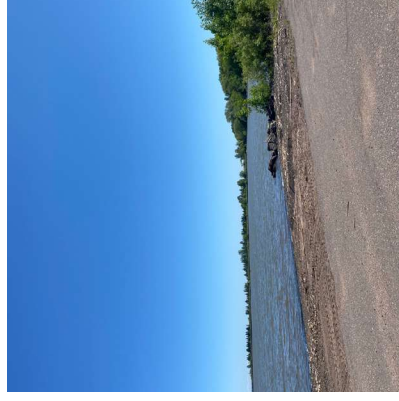
A number of years ago, the Soo Line Railroad donated a steam locomotive to the City. The locomotive was housed on the highway near the Oredock for a number of years, but during deconstruction of the Oredock trestle approach and rail overpass, the locomotive was moved to land across from the historic depot. The locomotive has been fenced and is a tourist attraction for visitors to the depot. This “park” is more of a parking spot for the historic relic. It generally requires minimal maintenance and upkeep. The City’s previous CORP recommends sandblasting and repainting the train at some point in the future.



10th Ave Scenic Overlook

1.31 Acres

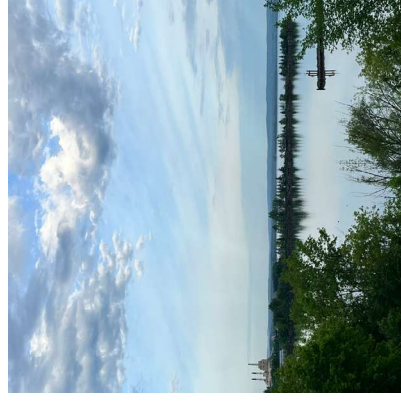
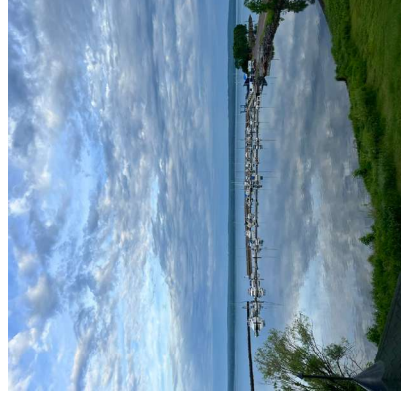
This highway related facility offers travelers an opportunity to pull off the highway and enjoy the view of Ashland's waterfront. It features picnic tables and informational signage highlighting points of interest. This property generally requires minimal maintenance and upkeep. The City's previous CORP recommends replacing the overlook's picnic tables and informal signage, as well as clearing some of the brush and vegetative overgrowth.



Marina Scenic Overlook

2.80 Acres

Located just west of Memorial Park, this area provides visitors an opportunity to pull off the highway and take in lovely views of the Chequamegon Bay. This area more so natural space than a true park and is preserved to provide public access to the beauty of the region. This property generally requires minimal maintenance and upkeep.



Neighborhood Parks

Bayview & City Dock Parks

8.86 Acres

Bayview Park is located on Lake Shore Drive overlooking the Bay and 19th Avenue East, with City Dock Park directly adjacent to the west. A prime smelting site and home to Ashland's annual Bay Days festival, Bayview Park is highly utilized in every season, offering a pavilion, playground, access to waterfront trails, and one of the City's four public swimming beaches.

A new fishing, viewing, and swimming pier was constructed in 2018 with help from Wisconsin Coastal Management Funds, Sport Fish Restoration Funds, DNR Stewardship Funds, and the City of Ashland. Unfortunately, the pier was damaged by an ice storm the following year and has been closed to the public since 2019; the fate of the pier is currently tied up in litigation.

City Dock is primarily the natural area to the west of Bayview Park. The park has experienced issues with erosion and settling due to the wave action from Lake Superior, leading to safety hazards for City staff and the public alike. Per the City's CIP plan, considerable investment to stabilize and improve safety along the waterfront area at City Dock is planned for 2027. Additionally, the central portion of City Dock is one of Ashland's first experiments with intentional non-mowing as a cost savings strategy. For further recommendations regarding converting portions of lawn to prairie at Bayview and City Dock, see Appendix E.

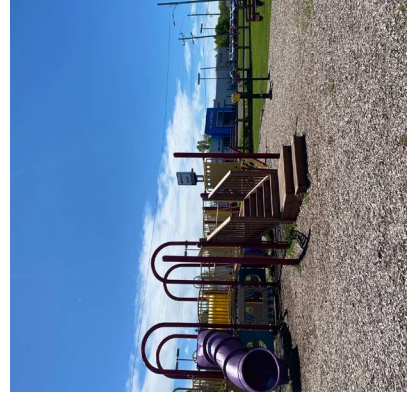
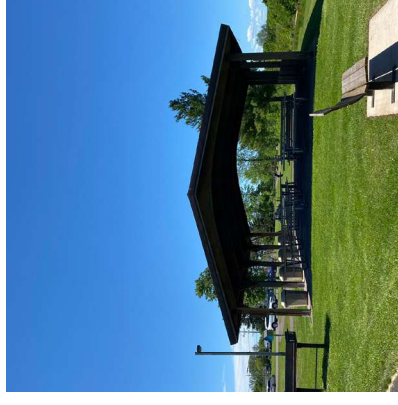
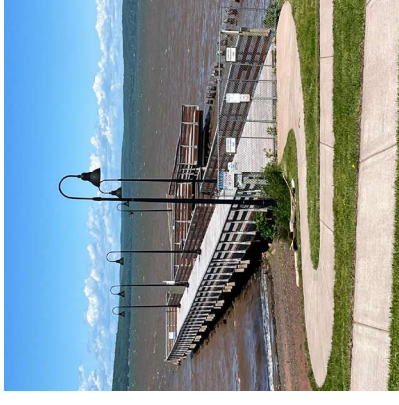
Other major changes coming to Bayview Park include the construction of a splash pad and disc golf course planned for 2025. The splash pad will be paid for primarily through donations; however, given the high cost of water and maintaining the facility, the City is requesting an additional maintenance fund to help cover operating costs. A 9-hole disc golf course is planned for the City Dock area according to a concept developed by Leiviska Disc Golf in 2023.

Other near-term maintenance and replacement needs include:

- ◆ Replacing or updating the bathroom facilities, and potentially installing outdoor showers
- ◆ Converting the old well house into a concession stand, which would be operated by a private party.
- ◆ Replacing the 20+ year old playground at Bayview Park; scheduled for 2026 per the City's CIP plan.

Facilities

- ◆ Pavilion
- ◆ Fishing Pier
- ◆ Playground
- ◆ Seating
- ◆ Restrooms
- ◆ Scenic Overlook
- ◆ Trail Access
- ◆ Swimming Beach



Beaser Park & Ball Fields

2.08 Acres

This property spans two City blocks and is bisected by Beaser Avenue, with Beaser Park to the east and two ball fields, namely Martinsen and Babeau Fields, to the west.

Beaser Park contains nearly an acre of open green space, an asphalt basketball court, benches, a shelter, picnic tables, and playground equipment. This park also features the Ashland Community Garden, whose members maintain and tend the garden plots during the summer months. A water line to serve the garden was recently installed by the City.

The little league and softball fields on the west side of Beaser Avenue are used heavily during the spring and summer months by youth softball and little leagues. Each field complete with dugouts, bleachers and fencing. A port-a-potty is located in the northwest corner and is open during the summer for league use.

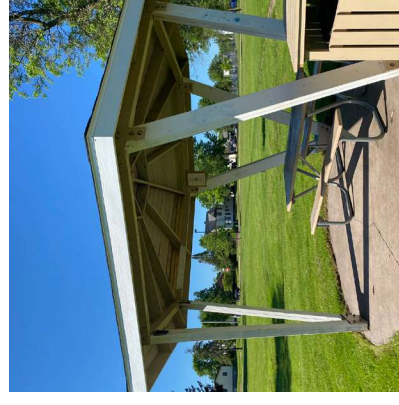
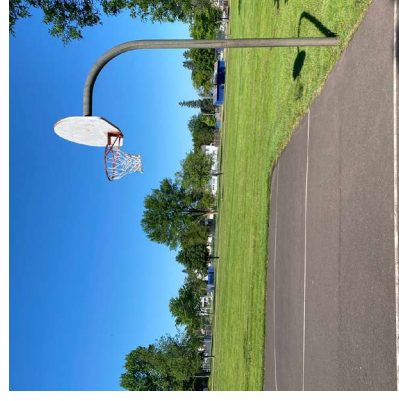
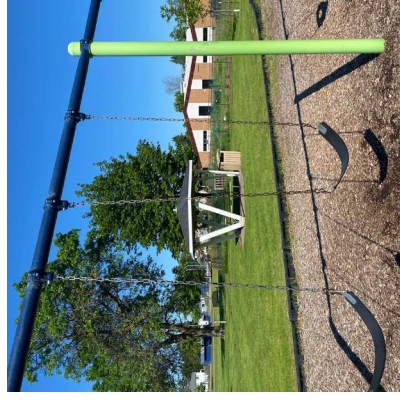
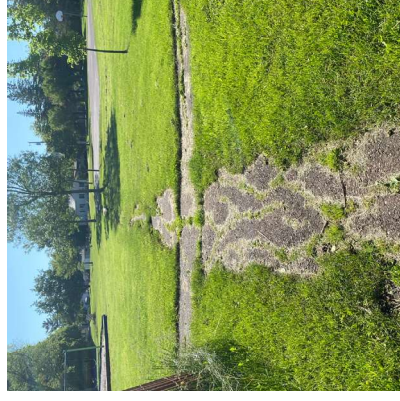
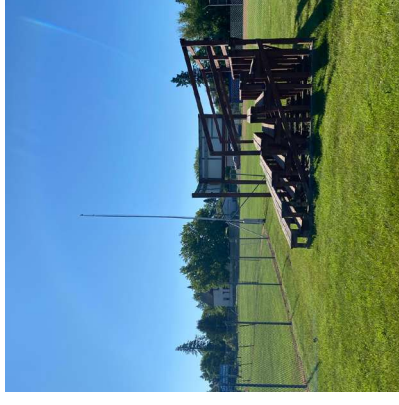
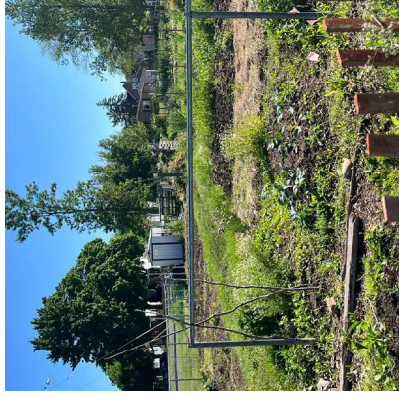
Per the Kraus-Anderson Facility Conditions Assessment (Appendix C), the majority of facilities within the park and ball fields are in fair-to-poor condition having been installed in the 1990's or early 2000's and are recommended to be replaced between 2025-2030. It is also recommended

that the remnants of the 'X' shaped walking paths be fully removed, but not replaced, in the near future as they pose a tripping hazard.

Lastly, a portion of the open space within Beaser Park is recommended to be converted from lawn to prairie in an effort to reduce the City's mowing costs and provide pollinator habitat. See section Appendix E.

Facilities

- ◆ Little league & softball fields
- ◆ Restrooms
- ◆ Basketball court
- ◆ Playground
- ◆ Seating
- ◆ Walking trail
- ◆ Small Shelter
- ◆ Community garden



Ellis Park

2.06 Acres

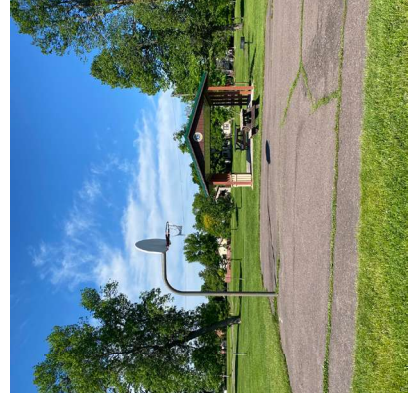
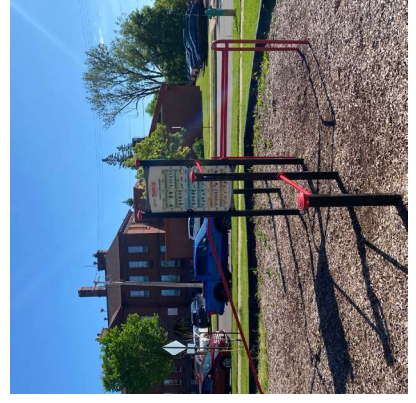
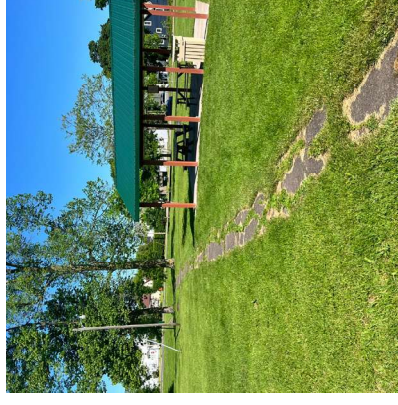
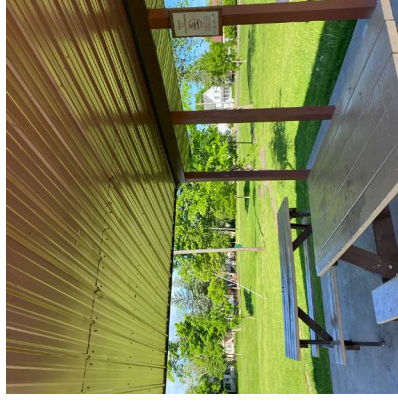
Located along 3rd Street East and Stuntz Avenue, this neighborhood park formerly served as an elementary school playground for the Ellis School across the street. The park features a small playground in the southeast corner, an asphalt basketball court, benches, picnic tables, and a pavilion donated by the Ashland Lions Club. The remainder of the park is open green space, with a small hill on the northwest corner.

The most pressing maintenance need is the replacement of the basketball court and hoops, which are poor condition. Per the Kraus-Anderson assessment, the merry-go-round and teeter totter playground pieces are approaching 30+ years old and are recommended to be removed in the next few years; the remaining facilities will most likely need to be replaced in the next 10-to-15 years. Similar to Beaser Park, the remnants of the 'X' shaped walking paths crossing the park are recommended to be fully removed, but not replaced, in the near future as they pose a tripping hazard.

Lastly, the western half of the park is recommended to be converted from lawn to prairie as part of this plan's mowing cost reduction strategy. See Appendix E for more detail.

Facilities

- ◆ Playground
- ◆ Basketball courts
- ◆ Seating
- ◆ Pavilion



Memorial Park

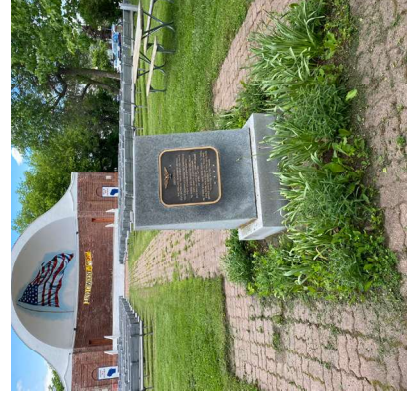
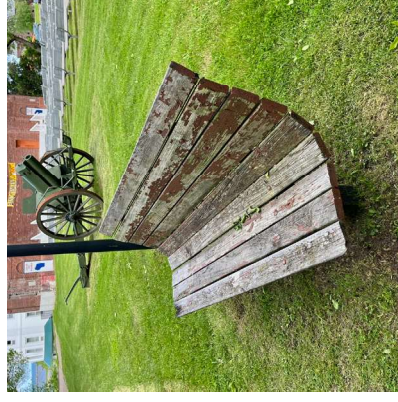
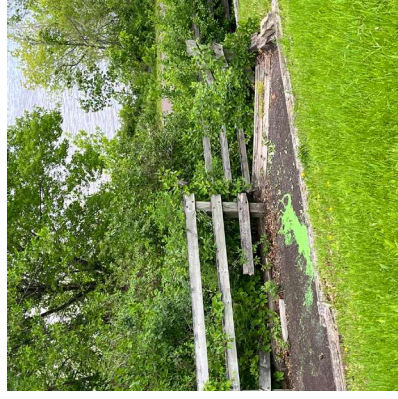
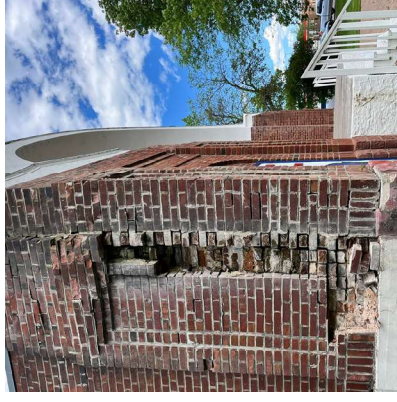
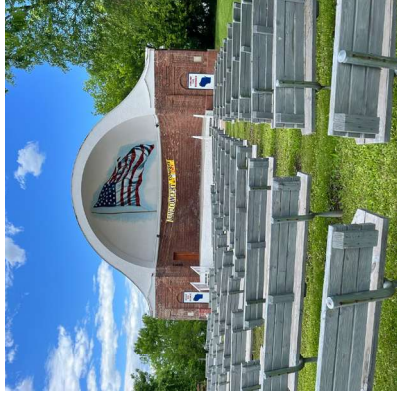
3.33 Acres

Located on the north side of US Highway 2 and Lakeshore Drive overlooking the Marina, this property features the Memorial Park Band Shell—a registered historic building—and excellent views of the Ashland waterfront. A small Veterans Memorial is also located within the park, as well as a connection to the Lakefront Trail.

Given the band shell is approaching 100 years old, significant investment is needed to repair its deteriorating condition. The City's CIP plan estimates \$300,000 in 2027 is needed for structural repairs and electrical updates, removal of some of the park's aging benches, and construction of an ADA compliant restroom facility. The City foresees approximately half this cost being covered by outside donations or grants.

Facilities

- ◆ Bandshell
- ◆ Seating
- ◆ Veterans Memorial



Penn Park

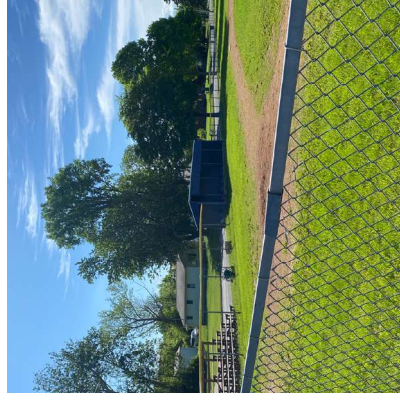
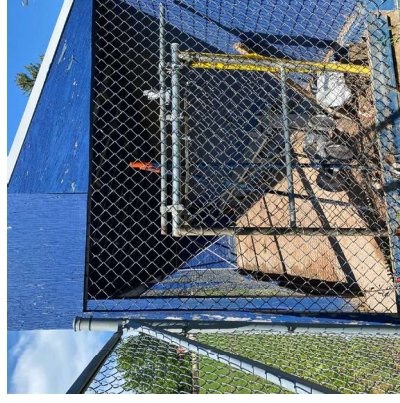
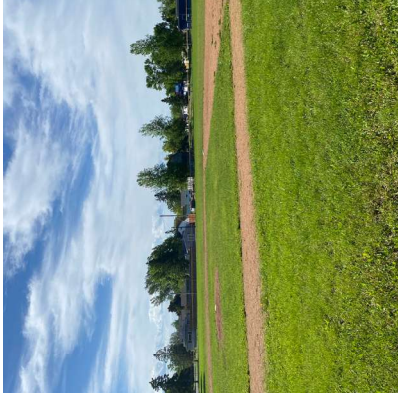
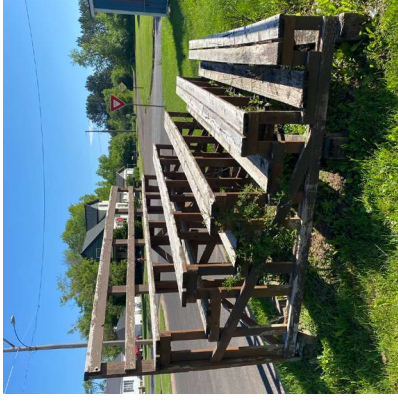
2.29 Acres

Penn Park spans an entire City block at the intersection of 9th St E and Willis Avenue. This park is comprised solely of a baseball field used by the Babe Ruth league. The ball field is completely fenced-in and features a backstop, dugouts, scoreboard, and concessions building; the majority of these facilities are aging and in poor condition. The field is not lighted and parking is limited to the street.

See Appendix E for the recommended course of action for this park.

Facilities

- ◆ Ball fields
- ◆ Seating



Central Railyard Park

8.60 Acres

Located northeast of Vaughn Avenue and Sixth Street West, Central Railyard Park is home to two little league fields with digital score boards, a concession building with restrooms, lighted tennis courts, a skate park, an open-air pavilion, a toddler playground, and the “Purple Park” playground; new batting cages were installed in 2024. The Bretting Community Center, home to Ashland Parks & Recreation, is located at the north edge of this complex. Walking paths are woven throughout the park and connect to the 5th Street Corridor & ARTS trails. Ample parking surrounds the park to accommodate little league fans and park users. The little leagues who utilize the park’s ball fields assist the City with routine maintenance and fundraising for new facilities when needed.

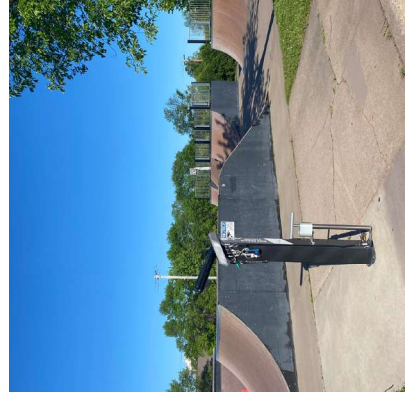
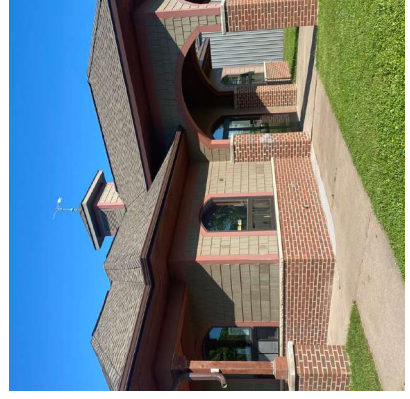
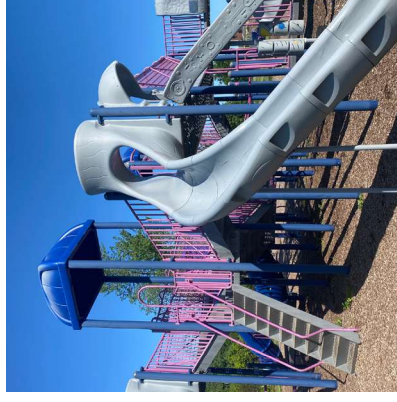
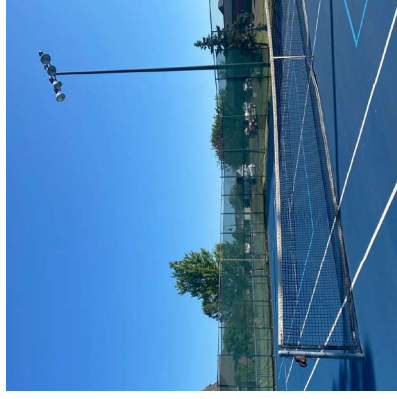
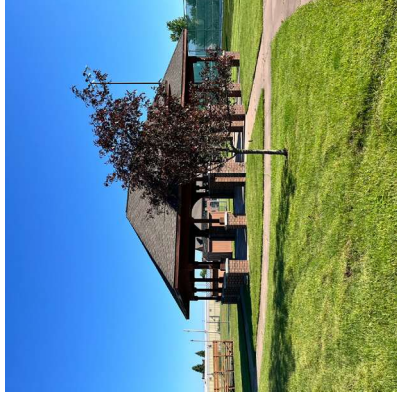
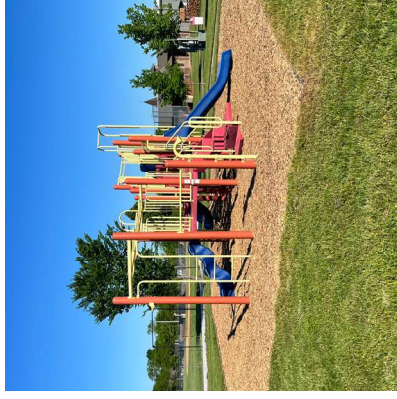
The tennis courts at Central Railyard park were built on top a former brownfield site, leading to ongoing issues with settling and cracking. Additionally, this park has faced challenges with vandalism and homelessness, leading to the removal of picnic tables from the concessions building and its restroom facilities only being open during little league

games or other events. The City’s CIP plan also includes a request for timed lighting at the skate park to help deter vandalism and unwanted behaviors (2029).

In 2025, the Purple Park playground will be 20 years old and is slated to be replaced according to the City’s CIP plan in 2027. According to the Kraus-Anderson analysis, the majority of the park’s other facilities will not need to be replaced until after 2030 and are in fair condition.

Facilities

- ◆ Tennis courts
- ◆ Ball fields
- ◆ Ice rink
- ◆ Playground
- ◆ Restrooms
- ◆ Seating
- ◆ Walking paths
- ◆ Public parking



Community Parks

Prentice Park

98.60 Acres

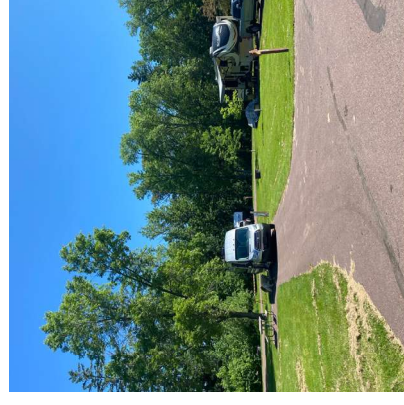
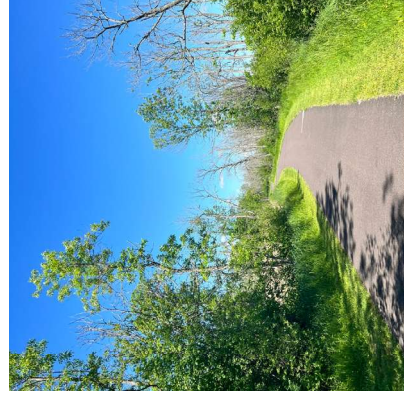
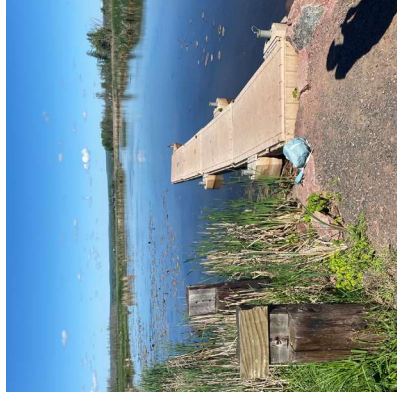
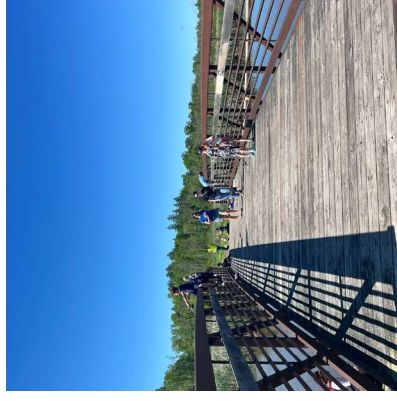
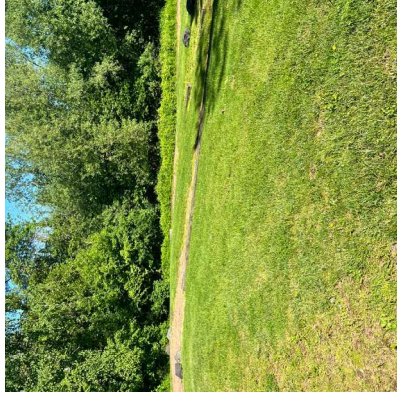
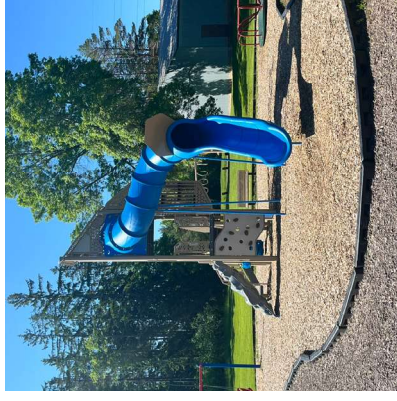
Prentice Park is Ashland's largest and oldest park. The property is primarily a natural area composed of boreal forest and wetlands, providing rich habitat for wildlife. There are extensive walking trails throughout the park, including a fishing bridge and connection to Maslowski Beach and Lake Superior. Its developed features include pavilions, a playground, sand volleyball pit, multiple day use picnic sights, and scenic overlooks are in the eastern portion of the park. The western portion of the park includes tent and RV camping, which provides a revenue stream for APR. The park also features a number of artesian wells (natural springs) that have been in use since the 1890's. Highly utilized by Ashland residents and visitors alike, Prentice Park is the crown jewel of Ashland's park system.

At the same time, many of the developed facilities at Prentice Park are in need to repair and replacement due to age, particularly the picnic pavilions, restrooms, boardwalks, and ADA-accessible sidewalks. Per the City's CIP plan, a campground expansion is planned in 2028. While the playground was replaced in the last few years, community members have expressed concerns about the safety of some of its features for small children.

In response, the City is planning to install additional equipment geared toward the toddler age group in 2025. Maintaining the park's extensive natural area acreage requires significant time and investment on the part of the City, and staff have partnered with universities and other institutions for assistance.

Facilities

- ◆ Walking and biking trails
- ◆ Campsites
- ◆ Restrooms
- ◆ Seating
- ◆ Pavilions
- ◆ Sand volleyball
- ◆ Playground
- ◆ Fishing



Hodgkins Park & Ashland Dog Park

15.53 Acres

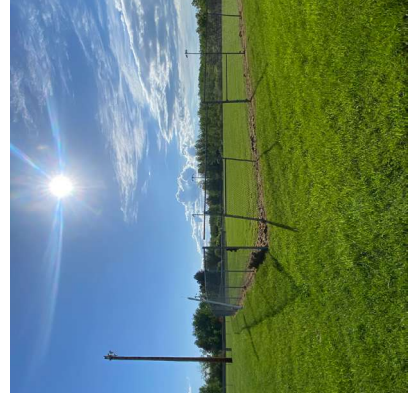
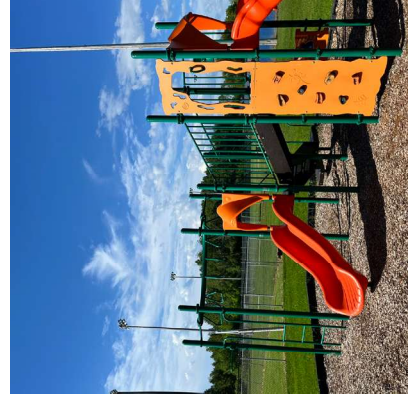
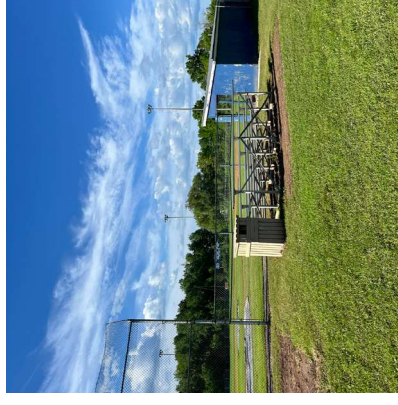
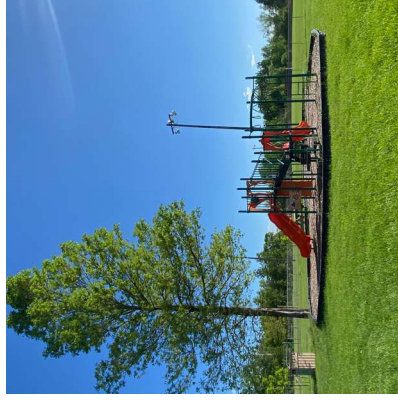
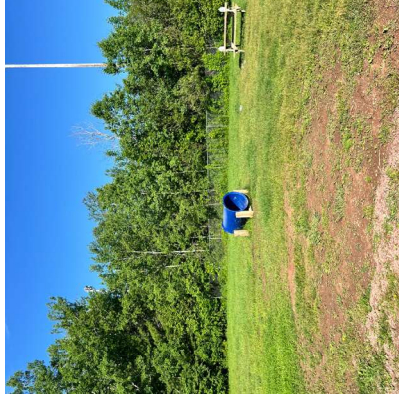
Hodgkins park, located at the intersection of Pufall Dr and 14th Ave East, is the largest baseball and softball complex in the City, featuring three ball fields that are used extensively by local youth and adult leagues. The park also includes a concessions building, small playground, and is adjacent to the Ashland Dog Park, which includes a roughly 1-acre fenced in area for dogs to go off-leash. The park's wooden bleachers, originally installed in the 1980's and were in poor condition, were removed with the assistance of the National Guard in the summer of 2024. The dugouts and fencing are also aging and in need of replacement in the near future. Additionally, drainage remains an ongoing issue in all the fields.

A holistic investment in upgrading the facilities at Hodgkin's Park is needed. To meet this need, the City is planning for a series of capital investments over the next few years to improve the ball fields at Hodgkins Park; some of the most pressing near-term facility investments include new metal bleachers and dugout upgrades.

Lastly, there is opportunity to expand the Ashland Dog Park into the adjacent wooded area. APR staff's preference would be to incorporate walking trails through this area as opposed to cutting down trees in order to expand the fenced in area.

Facilities

- ◆ Ball fields
- ◆ Playground
- ◆ Restrooms
- ◆ Seating
- ◆ Dog park



Kreher Park

11.08 Acres

Located along Ashland's waterfront, Kreher Park offers residents and tourists alike unique access to the Chequamegon Bay. A key feature of the property is the RV campground, offering 33 camping sites with electrical hookups directly on the Lake Superior waterfront. The RV campground is an important source of revenue for the Ashland Parks Department, but also requires significant staff resources to operate and coordinate reservations. A playground, parking lot, swimming beach, and picnic shelters are located near the RV camp sites. Kreher Park also features the Ashland's primary boat launch into Lake Superior, with access to the Ashland Marina to the west through the Superfund Site.

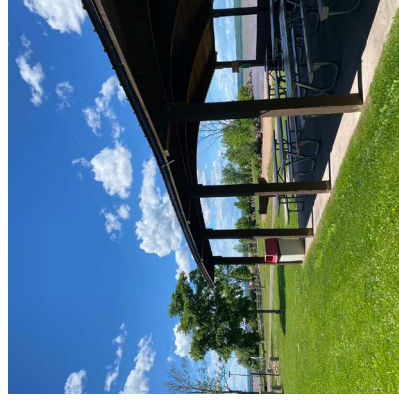
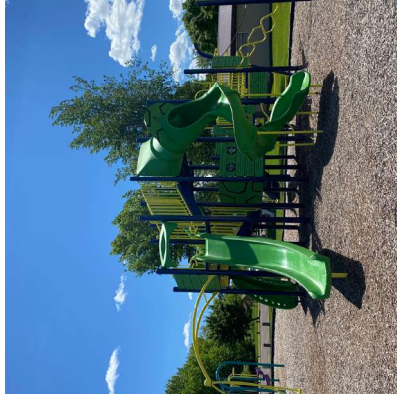
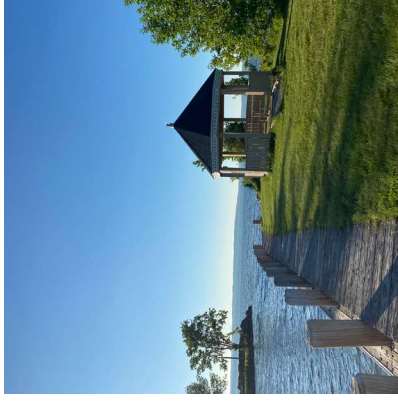
Beginning in 2024 and continuing into 2025 and 2026, the City is undertaking a major redevelopment of the Kreher Park RV campground. This project will provide upgraded 55-amp electrical service to all existing RV sites, install new water lines, and construct a new ADA compliant bathroom. The project will also reconnect and extend the ARTS pedestrian trail away from the waterfront, which was eroding due to wave action from the lake and repave the central campground road. Finally, the project will also develop 7 new RV campsites on recently acquired railroad property. This project is an important investment for Ashland's tourist economy.

Of similar importance is the planned boat launch reconstruction at Kreher Park. As of this plan's writing the City has secured over \$1 million Recreational Boating Facilities Grant through the WDNR. Design and construction documentation for the new boat launch will take place in 2025, with construction planned for 2026. Completing this project is a top priority for Ashland residents.

Finally, while the playground at the park was replaced recently, Ashland residents and parents have expressed safety concerns about some of its features, especially for the youngest users. To respond to this concern, the City's CIP plan includes the installation of additional toddler-oriented play equipment and possible removal of existing slide in 2025.

Facilities

- ◆ Beach
- ◆ Playground
- ◆ Pavilion
- ◆ RV Park



Kreher Park Cont. - Boat Landing Extension

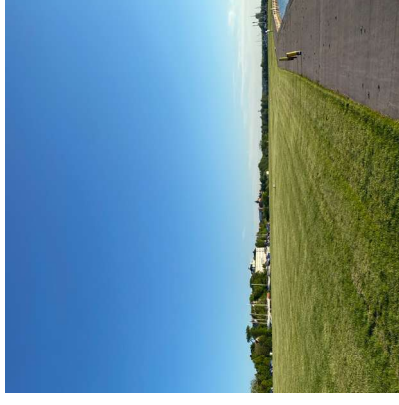
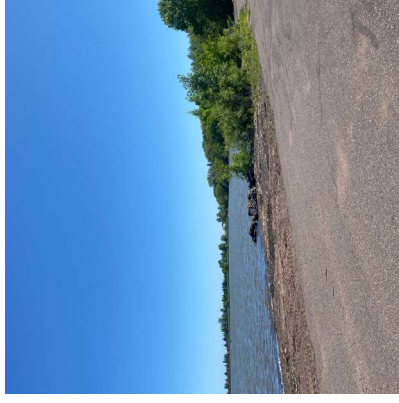
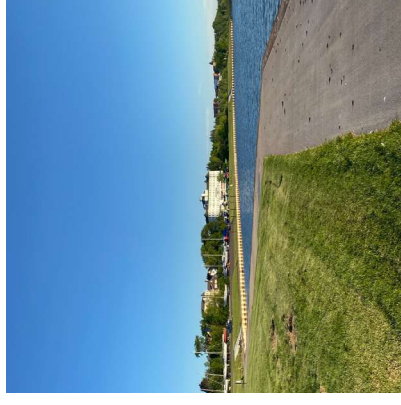
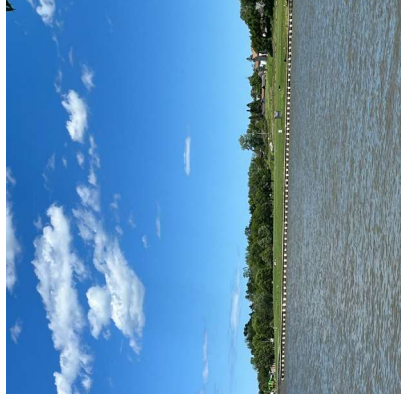
10 Acres

The area of the Ashland waterfront commonly referred to as “the Superfund Site” among community members was formerly the location of the City’s wastewater treatment plant and a private manufactured gas facility. In 1989, the site was found to have contaminated soil and groundwater. Investigation and cleanup of the site was led by the WDNR for many years before the site was petitioned for inclusion on the National Priorities List and Cleanup by the EPA under CERCLA, also known as Superfund. The site was formally added to the program in 2002.

As of the writing of this plan the cleanup is largely complete, with the focus shifting to how the site will be reused for recreational purposes going forward. However, any potential reuse of the site will be limited by the relatively shallow (18 inches deep) underground of contamination cap which cannot be punctured, in addition to other restrictions. The most plausible future use of the site will be as an outdoor event community event space, complemented by its proximity to the Ashland Marina, and the Oredock. The site is now considered an extension of the Kreher Park boat landing. Given the site’s large size (approximately 10 acres) and prime waterfront location, any future events have the potential to draw regional visitors and tourists into Ashland.

Facilities

- ◆ Open space



Maslowski Beach

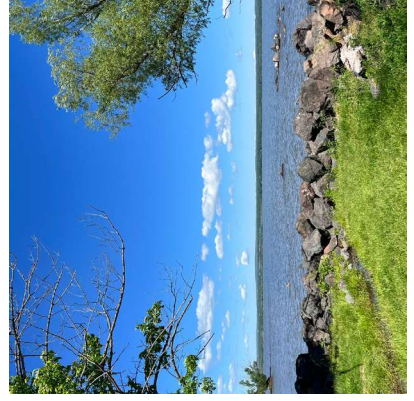
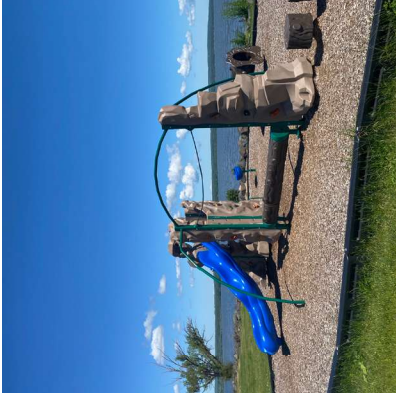
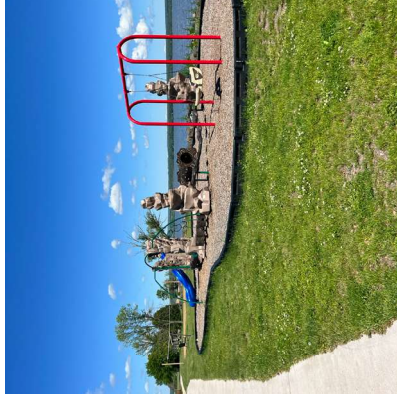
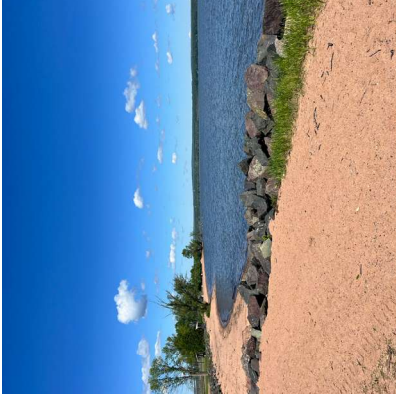
5.15 Acres

Maslowski Beach is linear park located on lakeshore. It is used primarily as a swimming beach and a highway rest stop by travelers on US Highways 2 and 13; a historical marker commemorating the Radisson-Grossielliers exploration of the region in 1659 reinforces the highway-related aspect of the park. The park features a playground, sand volleyball court, picnic pavilion, permanent restrooms, benches, and an artesian well. The park is also the western terminus of the waterfront trail.

Maslowski Beach faces a number of issues due to its waterfront nature. The beaches are highly susceptible to wind and wave damage as a result of spring storms, leading to reoccurring issues with erosion. Additionally, the City is responsible for monitoring water quality given its use for swimming; the beaches are prone to closure due to E. Coli primarily related to the presence of waterfowl. Per Ashland's 2019 CORP, the City was awarded a grant from the Environmental Protection Agency (EPA) to develop and implement a beachfront green infrastructure project to improve water quality and protect the beach against erosion. Phase I of this project has been implemented for the easternmost beach; Phase II, which is slated to begin in 2026, will focus on upgrades to the westernmost beach (from the pavilion to the end of the park).

Facilities

- ◆ Beach
- ◆ Trail access
- ◆ Seating
- ◆ Artesian water well
- ◆ Playground
- ◆ Restrooms



Special Use Parks

Oredock Park

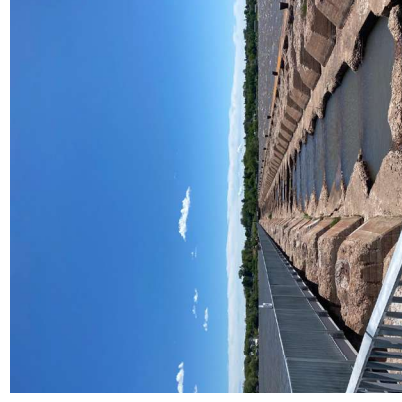
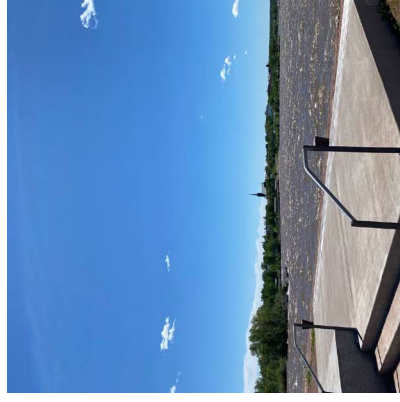
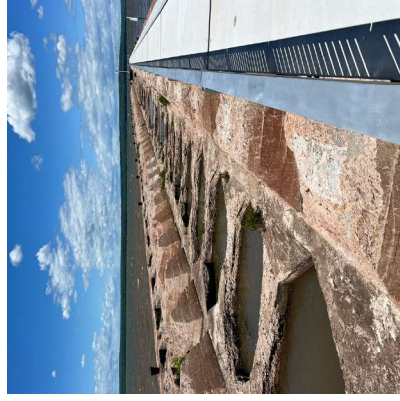
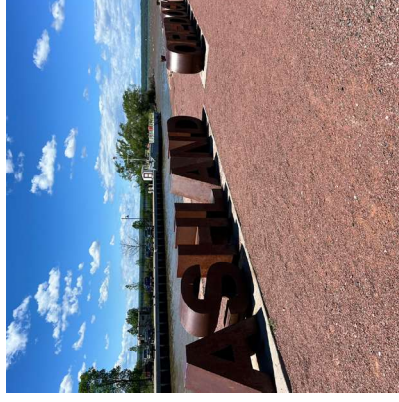
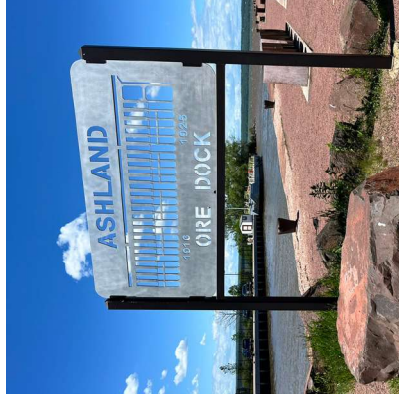
18.0 Acres

Ashland's Oredock – formerly the Soo Line Oredock – has been an iconic feature of Ashland's waterfront since its construction in the early 1900s. Stretching nearly 2,000 feet long by 66 feet wide with its base at Stuntz Avenue near Water Street, the dock originally had a tall superstructure along its entire length, used for loading ore from rail cars above to ships berthed alongside. Despite community efforts to preserve the superstructure, it was dismantled in 2013 for safety reasons given that the Oredock was largely unmaintained for many years. Over the past decade, the City of Ashland has worked to implement a plan developed by SmithGroup JJR to redesign the Oredock as a flexible, contemporary public space that celebrates the history on the site.

As of this plan's writing, nearly the entire length of the Oredock is open to the public with Phases I-III of the redevelopment plan implemented. The site is a truly unique walking promenade and public space, featuring signage, seating, vegetation, and sculptural elements. Phase IV of the redevelopment plan is underway and will continue into 2026. This phase is focused on remediation of the area surrounding the entrance to the Oredock, referred to as the "uplands," and improving access to the site.

Facilities

- ◆ Benches
- ◆ Walking promenade



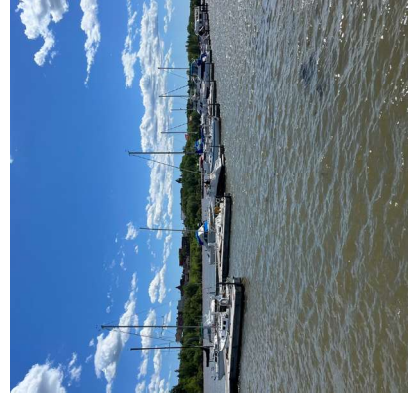
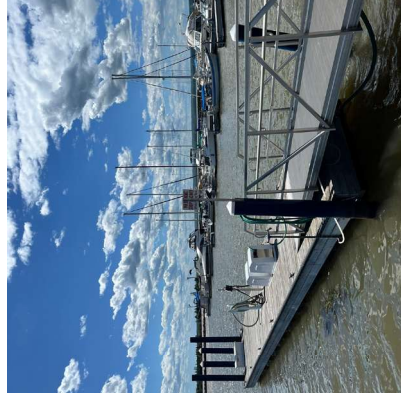
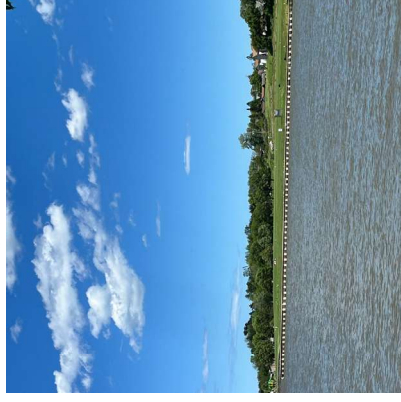
Marina Park

3.30 Acres

In 1983, the City of Ashland purchased what was known as “the old pulp hoist site” from Northland College for \$145,000. Financing for this site utilized a Federal EDA grant, State of Wisconsin Economic Development Funds, County funds (from the sale of Oak Island), and an additional \$100,000 from the City of Ashland—this money was used for the construction of a break wall, 26 boat slips, and the marina building. In 1988, the Marina Park was constructed on the east side of the pulp hoist site and a parking lot and road were paved as part of TIF III. An additional 46 slips were installed in 1989. To complement the Marina Park, the Chequamegon Hotel and restaurant were developed on North Ellis Avenue. The Marina Park is adjacent to the Superfund Site. Future improvements to both sites should be done in coordination with creating a coordinated and well-connected waterfront experience, particularly from the Marina Park to the Oredock.

Facilities

- ◆ Boat slips
- ◆ Marina building
- ◆ Trail access



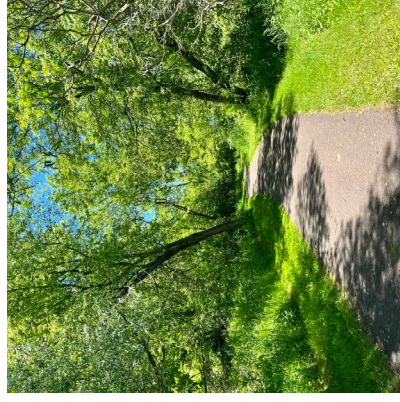
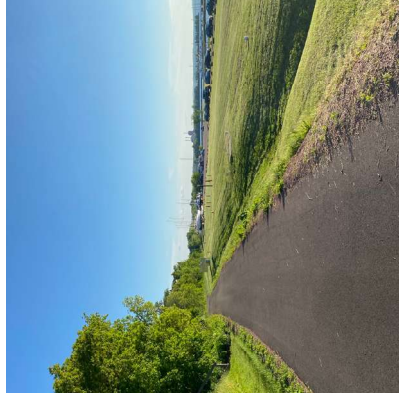
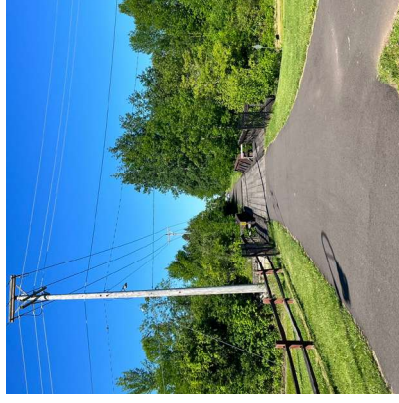
ARTS Ashland Rails to Trails

11.5 Miles

The ARTS Trail System is a 11.5-mile pedestrian loop following the old railroad grade through the center of Ashland and along the Lake Superior Shoreline. The trail was developed in collaboration with grant funding made available specifically for rehabilitating old, abandoned railroad rights-of-way. This included repaving the section of the Tri-County Corridor that runs east-to-west through Ashland, as well as developing the waterfront trail. The system is primarily used for bicycle and pedestrian traffic, though snowmobiles use a designated portion of the 5th St Corridor. In 2012, new trails were created through Prentice Park to officially connect the entire system. The City is responsible for maintain the trail, and has a number of planned repairs per its 2025-2029 CIP:

- ◆ **22nd Ave W Outfall to Sanborn Ave Construction:** this portion of the trail along the shoreline is failing due to erosion from Lake Superior; it was also impacted by the 2018 rainstorm and storm surge. Aging stormwater culverts are also undermining the trail causing it to slough. Funding would be used to purchase heavy rip rap to revert the shoreline, rent equipment, and repave approximately 150 feet of the trail. This project is planned for 2025.
- ◆ **ARTS Connector - Junction Road Connector and Signage:** Funding would be used to make a obvious and direct pedestrian/bike route from the 5th St Corridor Section of the ARTS to Junction Rd. Funding would also be used to place signage along Junction Rd showing how to get from the 5th St Corridor to Prentice Park (or vice versa). This project is planned for 2026.
- ◆ **5th St Corridor Vaughn Bridge Railing Repair:** The City would work with the Ashland County Snowmobile Association to apply for a DNR Snowmobile Aid grant to assist in upgrading the railing on the Vaughn Bridge. This project is planned for 2028.
- ◆ Repaving and updating the waterfront trail and 24th Ave Connector is planned for 2030.

Facilities



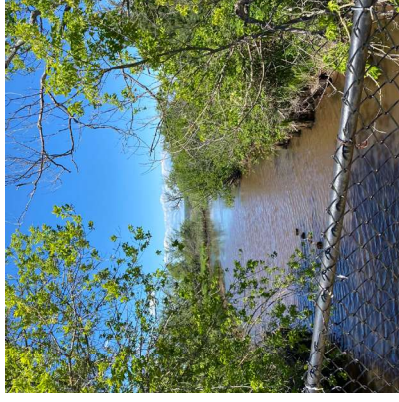
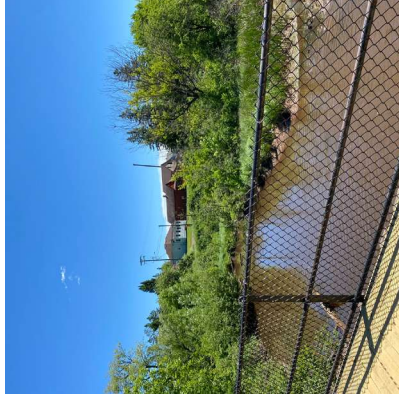
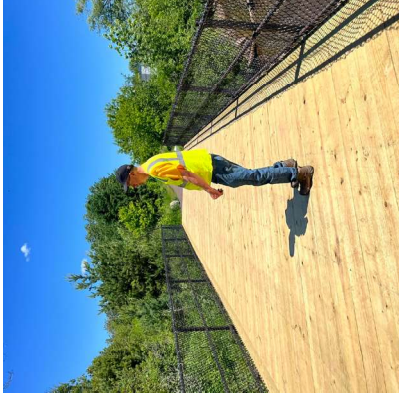
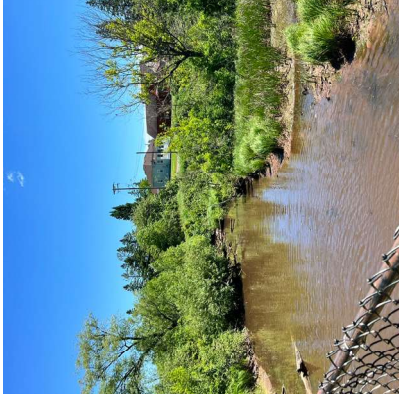
Undeveloped Parks

Bay City Creek

30.0 Acres

The Bay City Creek is a large, 30-acre natural area located between Stuntz Ave and 11th Ave E, spanning from the Lake Superior waterfront to the southern extent of the City. East-west car access through the site is provided via Hwy 2 and Main St SE, and pedestrian access via the Tri-County Corridor along the lakefront and south near Pufall Dr. The City is planning a number of major projects and investments in the coming years to improve the habitat of this critical natural and develop pedestrian access through it, including:

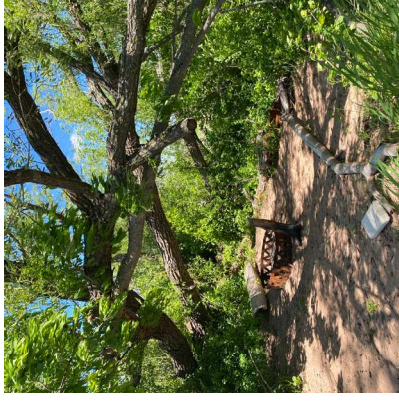
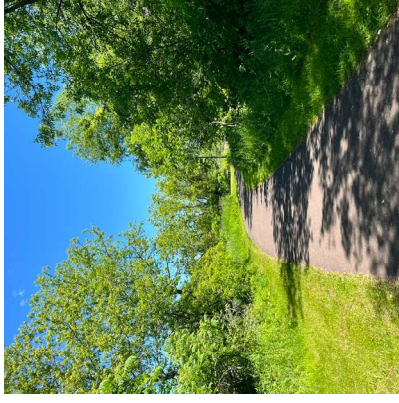
- ◆ **Rehabilitation Plan of the Bay City Creek Riparian Corridor:** the City has been awarded \$750,000 through the US Fish & Wildlife Service (USFWS) Coastal Program and Great Lakes Restoration Initiative (GLRI) to assess the creek, create a management plan to rehabilitate the habitat, and improve water quality as it runs into Lake Superior.
- ◆ **Bay City Creek Pedestrian Trail:** Planning for the newest pedestrian corridor in the City linking the Oredock to Northland College and the Ashland School District is set to begin in 2028.
- ◆ **Bike Trail System- Phase 2:** In 2022 a concept plan was created to construct up to 10 miles of mountain bike trails in the City of Ashland using both public and private property. This 2nd phase would be to construct up to 3 miles of trails in the Bay City Creek ravine between the Stuntz Ave Bridge and Main St. This work is planned to take place in 2028.



Gilligan's Island

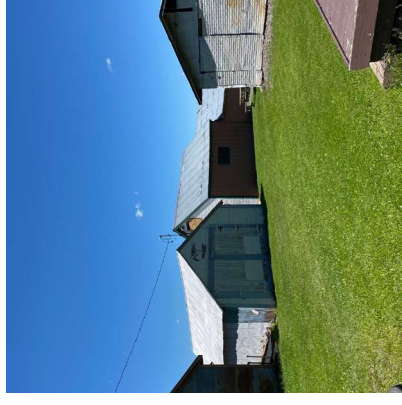
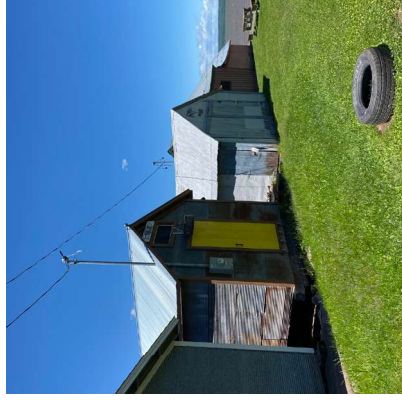
3.5 Acres

Gilligan's Island, also known as the Bay City Creek Peninsula, is an undeveloped natural area along Ashland's waterfront located just west of the Clarkson Coal Dock. Since the demolition of the Oredock superstructure, wave and wind action have been eroding the shoreline from the Oredock east to the mouth of Bay City Creek, affecting the Waterfront Trail, Historic Boat Houses, Gilligan's Island. A shoreline stabilization and restoration project is planned for this area within the City's CIP.



Historic Boat House

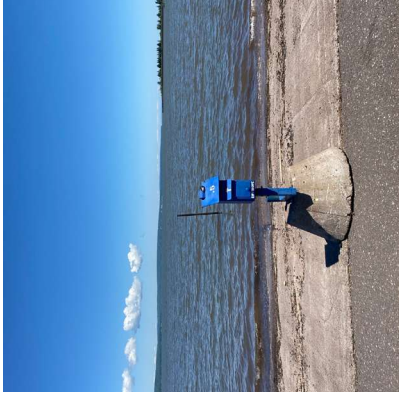
Located along the waterfront at the terminus of 9th Ave, these historic boat houses are privately owned structures, the majority of which are in poor to very poor condition. There are ongoing conversations between the City and State over management of this site.



Hot Pond

5.1 Acres

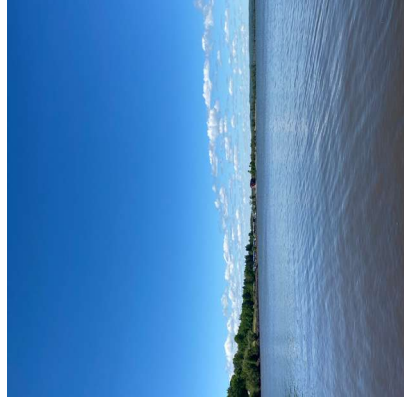
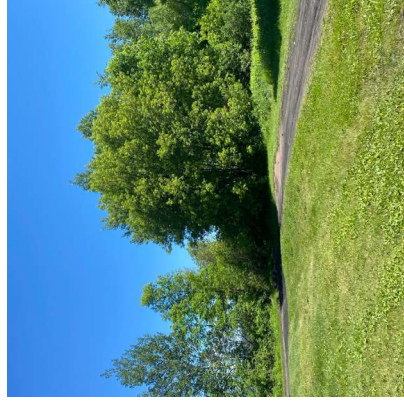
Located directly adjacent to the Xcel power plant, warm effluent water flows into the lake making it a popular fishing spot. Boats are also able to launch from this area, and the Lakefront Trail passes through the area.



Pig Iron Dock

4.0 Acres

This land is leased to the City from the Xcel Power Plant. It is primarily used for fishing. The area gets its name from the leftover low quality iron shards found along the shoreline.



5.2 Opportunities on the Horizon

Oredock Park - Upland Gateway

The next phase in the ongoing Oredock redevelopment project involves the area referred to as the 'Upland Gateway' in the original concept design developed by SmithGroup. This is located near the base of Oredock Park, south of Water Street between Willis Ave and Stuntz Ave. Over the last few years this area has been undergoing environmental remediation, which is nearly complete. The City hopes to open this area up for tourism-oriented redevelopment opportunities over the medium term.

The City is also interested over the medium-to-long term in establishing a boat service launched out of the Oredock to shuttle tourists and residents alike to the popular recreational destinations of the Apostle Islands and Madeline Island. Currently, the only way to access the islands is a ferry service based out of the City of Bayfield, so adding additional service out of Ashland presents an important opportunity to expand access to the islands and bring additional tourism activity and revenue to the City.

Ashland Mountain Bike Trails Phases 1 & 2

Adopted in 2022, the Ashland Trails Master Plan proposes the construction up to 10 miles of mountain bike trails in the City of Ashland using both public and private property. This first phase would construct 3 miles of trail on Tamarack Health property. This project would be a public private partnership and could begin as early as 2026. The second phase would construct up to 3 miles of trails within the Bay City Creek ravine between the Stuntz Ave Bridge and Main St; this phase could begin as early as 2028. See the Future Parks and Trails Map on page 59 for more detail on proposed trail development.

Bay City Creek Restoration Project

The City of Ashland has been awarded a U.S. Fish & Wildlife Service (USFWS) Coastal Program Grant to conduct an assessment and create a management plan for the rehabilitation of the Bay City Creek corridor. This project is aimed toward improving water quality as it runs into Lake Superior. The City is also waiting on a Great Lakes Restoration Initiative (GLRI) Grant that would also buttress this project. Bay City Creek is a dynamic system and has been drastically effected by urbanization. As referenced in the Trails Master Plan, this effort also includes the installation of the newest pedestrian corridor within the City, linking the Ashland Oredock to Northland College and the Ashland School District. This planning phase is slated to begin in 2028.

Potential Acquisitions of Reis and Clarkson Coal Docks

Over the long term (20+ year time horizon), the City of Ashland has an interest in acquiring the Clarkson and Reis Coal Docks, identified as A and B on the Future Parks and Trails Map on page 59, respectively. The Clarkson Coal Dock is more likely to be acquired first and would primarily be used as a natural space given its connection to existing waterfront parks. The acquisition of the Reis Coal Dock would be over an even longer time frame given that is currently semi-operational. Upon purchasing it, the City would focus first on remediation, and finding a private partner to help operate and manage the site.

Re-Use of the Old Municipal Water Treatment Plant

Located near the waterfront, Ashland's former sand filtration water treatment plant is a historic structure with potential to be reused or repurposed for an alternative use. Potential projects and redevelopment strategies would need to be identified first.

PROPOSED PARKS AND TRAILS

COMPREHENSIVE OUTDOOR
RECREATION PLAN (CORP)

CITY OF ASHLAND
ASHLAND COUNTY, WISCONSIN

City of Ashland Boundary

Bay City Creek

Waterbody

Proposed Park

Proposed Concept Trails

Gravel Path

Beginner Bike Optimized Trail

Beginner Single Track Trail

Intermediate Single Track Trail

Existing Trail Type

Ashland Rails-to-Trails System (ARTS)

Community Trail

Bike Lane

Bike Route

Park/Pedestrian Trail

Seasonal Snowmobile/Pedestrian

Snowmobile Trail/Allowed on Road

Park Classification

Mini Park

Community Park

Neighborhood Park

Special Use Park

Undeveloped Park

Data Sources: Ashland County GIS (2025)

City of Ashland Public Works (2025)

Aerial: NDVI (Landsat 8)

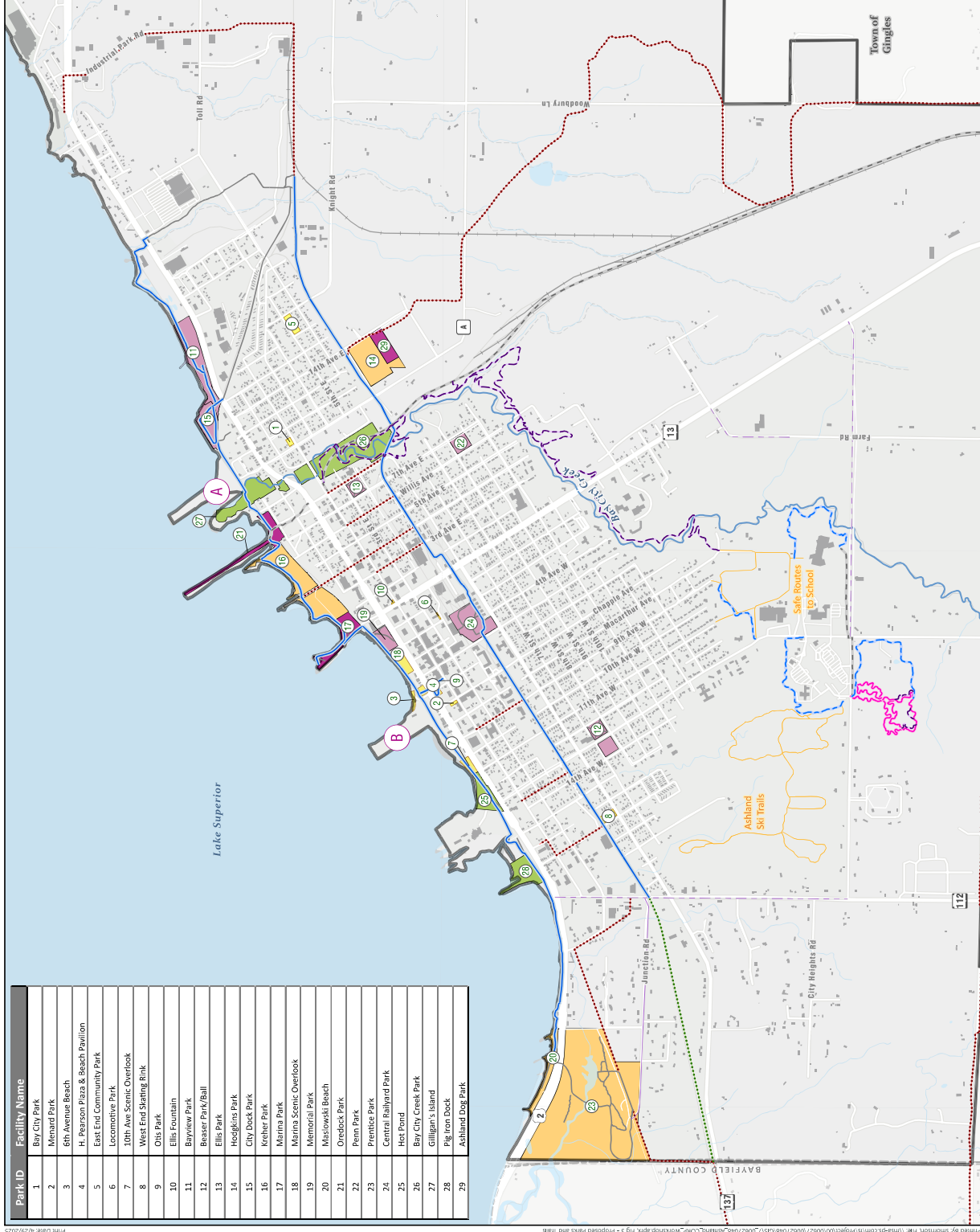
Trail Solutions - Trail Data Received 2025; Sources: Esri, TomTom, Garmin,

PAQ NOAA, USGS, © OpenStreetMap contributors, and the GIS User

Community

MSA

0 0.25 0.5 Miles



CHAPTER 6

COMMUNITY FEEDBACK

Introduction

Community input and feedback is an essential part of any planning process. The Ashland community was invited to share their opinions on opportunities, challenges, and top priorities for the park system through a few different channels, namely:

- ◆ An Online Survey – 414 responses
- ◆ Public Input Meeting #1 – 12 attendees
- ◆ Focus Group – 4 participants.
- ◆ Public Input Meeting #2 - 15 attendees

The following chapter summarizes the qualitative feedback received from each engagement activity and highlights community members top priorities.



6.1 Online Survey

In the spring of 2024, an online survey was available for Ashland residents to provide input on their usage of the park system and priorities for improving it; the full results of the survey are available in Appendix A. It is clear from the results that parks play an integral role in the daily lives of Ashland residents—38% of respondents visit Ashland parks multiple times a week, with another 37% visiting multiple times per month. The most popular parks that respondents reported visiting in the last year included:

- 1. Maslowski Beach - 72%
- 2. Kreher Park - 67%
- 3. Prentice Park - 67%
- 4. Bayview Park - 58%
- 5. Ashland Rail to Trail System (ARTS) - 48%

Additionally, nearly 70% (67.6%) of survey respondents reported paying for a service provided through the Ashland Parks and Recreation Department. The majority of those services were for recreational programming like gymnastics or summer classes (48%) and pavilion or plaza rentals (32%).

Survey participants were asked to rank their priorities for park maintenance. Basic facility maintenance (bathroom cleanliness, park shelter upkeep, etc.) ranked high, with 55% of respondents naming it at their top priority. Waste pick-up and lawn mowing ranked as the 2nd and third priorities, respectively. Weeding was ranked last, with over half of respondents putting it in 8th place on the priority list.

Figure 6.1: “How often do you visit or use City of Ashland parks and trails?”

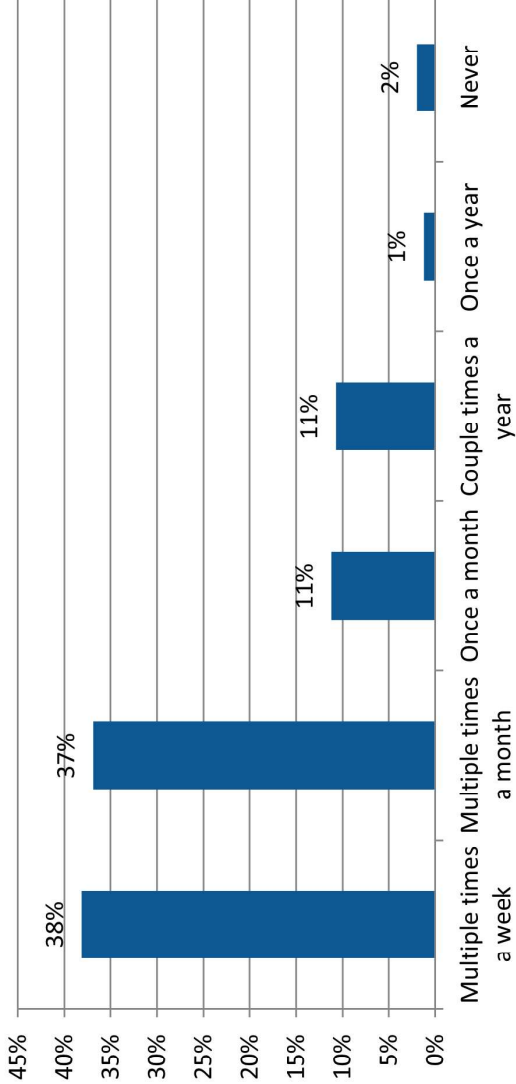


Table 6.1 Park Maintenance Priority Ranking*	
Facilities Maintenance	1st
Waste Pick-Up	2nd
Lawn Mowing	3rd
Paved Trail Maintenance	4th
Beach Grooming	5th
Hiking Trail Maintenance	6th
Dog Park Maintenance	7th
Weeding	8th

*See page 7 in Appendix A to view the full survey data for this question (Q5)

Survey takers were presented with a budgeting exercise and asked to allocate a hypothetical \$100 amongst a range of fundings categories. Those categories are listed in order of funding allocation from largest to smallest:

- 1) Maintenance, repairs, and replacement of existing park amenities, such as lawn mowing, weeding, painting shelters, and repairing paths (\$37 weighted average)
- 2) Replacing facilities for long-term savings on upkeep and maintenance (\$30 weighted average)
- 3) Existing programming for Ashland Parks (day camps, facility, classes, etc.) (\$24 weighted average)
- 4) Ecological management for existing parks, such as invasive species removal, native plantings, and prescribed burning (\$20 weighted average)
- 5) Marketing, outreach, and events at Ashland Parks and Recreation (\$13 weighted average)

Finally, survey respondents were asked to leave any additional comments related to prioritizing recreational facilities and services for the City of Ashland. A number of themes emerged from the 179 open-ended comments received. First, it is clear that improving or replacing the boat launch at Kreher park is a top community concern with about a quarter of comments relating directly to this issue. Commenters noted the missed opportunity for tourism and economic development due to the poor state of the existing boat launch, especially given the City's prime location on Lake Superior.

"Boat landings are vital. Please add and maintain them!"

"Our parks are a huge part of the community. They also say a lot about what we are to our visitors in all seasons."

"Think Inclusion. All age kids and of all abilities."

Of those who took the survey...

- 66% are City of Ashland residents; the majority of non-residents live in Ashland County (57%), Bayfield County, Washburn, or another nearby community.
- 34% were 25-34 years old, 26% were 35-44 years old, 16% were 45-54 years old, and 19% were 55+.

Second to comments about Ashland's boat launch were concerns relating to recently replaced playgrounds within City parks, particularly at Prentice Park. Many survey takers had concerns about the safety of the playground's features for toddler-age children, specifically the slide. Many commenters noted a need for more playground equipment geared specifically to the youngest users (0-6 years old), as well as more inclusive playgrounds or features for children with disabilities. Other topics that emerged from the open-ended survey responses included the need to fix the broken pier at Bayview park, a desire for more programming and events within City parks, and improved outreach and marketing of the City's current park and recreation offerings, including a better map of the existing park system.

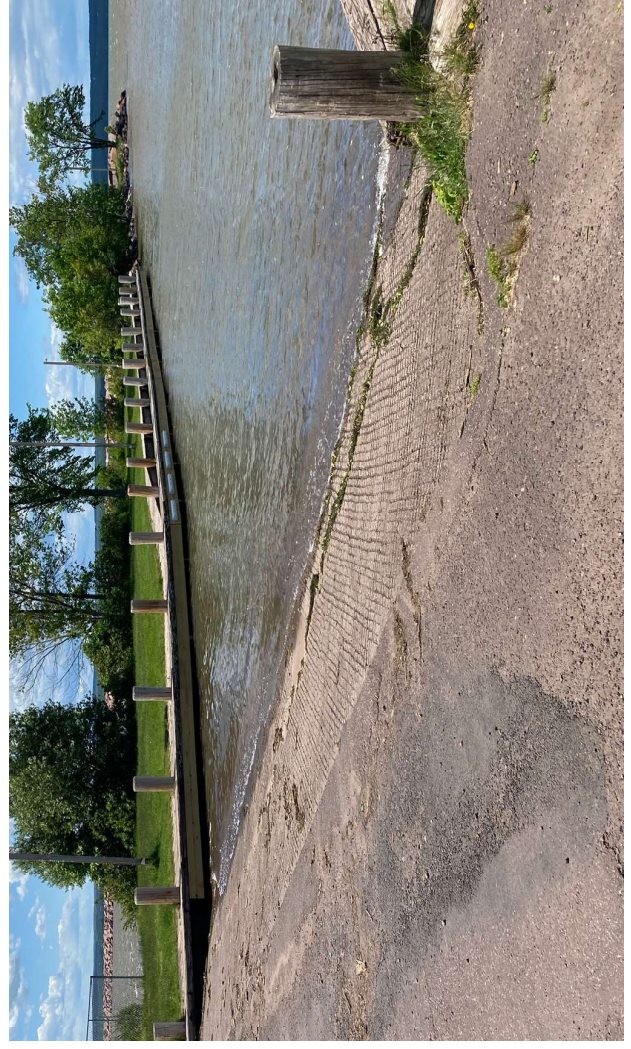
6.2 Public Input Meetings

The first Public Input Meeting (PIM) was held on April 18th at the Bretting Community Center. The meeting included a short presentation, followed by a series of activities designed to gauge park usage and budget priorities for participants, similar to those asked in the online survey.

For those who attended the PIM, the ranking for budget allocation resulted in a priority ranking as follows:

1. Ecological management for existing parks, such as invasive removal, native plantings and prescribed burning
2. (TIE) Maintenance, repairs, and replacement of existing park amenities, such as lawn mowing, weeding, painting shelters, and repairing paths
3. (TIE) Replacing facilities for long term savings on upkeep and maintenance
4. Existing programming for Ashland Parks (day camps, facility, classes, etc.)
5. Marketing, outreach and events at Ashland Parks and Recreation

When asked which facilities or activities attendees had used in the last 12



6.3 Focus Groups

Economic Development & Regional Tourism

Focus groups are an important way to receive direct, meaningful input from community stakeholders around given topic or issue. MSA and APR staff facilitated a focus group centered on economic development and regional tourism with public and private officials, including Chamber of Commerce members, the Marketing Director for Tamarack Health, and the Water Quality Program Coordinator for the Lake Superior Basin branch of the WI Department of Natural Resources.

Participants agreed that outdoor recreation was the number one pull for the region, a key link for all economic development in Ashland. The representative for Tamarack Health also noted that outdoor recreation was the biggest draw in recruiting new workers to City. Participants also agreed that the parks system, as well as downtown Ashland, need a better system of signage and wayfinding to help direct residents and visitors to different recreational attractions. It was noted that creating cohesive wayfinding for the park system included the opportunity for educational signage about the history and customs of the region's indigenous people. The development of such a system could also be leveraged into a more comprehensive tourist-focused promotional campaigns related to Ashland's waterfront and outdoor recreation opportunities. Another opportunity identified by the focus group was the need for more waterfront community events with a regional draw, noting that Ashland could participate in Lake Superior Day—an event held annually in July with communities all along the Lake Superior coastline.

Focus group attendees also touched on broader issues facing Ashland, including a lack of both market rate and affordable housing leading to difficulties recruiting new residents, especially professionals who likely face a pay cut relocating to the City. Overall, collaboration between different organizations was identified as an essential to improving Ashland's parks and in turn leveraging its outdoor recreational assets as an engine for economic development.

City Staff & Department Heads

MSA spent significant time discussing operational strengths and weaknesses with APR and Public Works staff members during their site visits in June 2024. These conversations revealed challenges related to staffing and staff capacity. The department struggles to fill seasonal/LTE grounds maintenance positions during the summer, and the small number of full-time staff are spread thin given their breadth of their responsibilities, which span over 200 acres of ground maintenance, trail maintenance, managing all recreational programs at the BCC, managing reservations at the City's two RV parks, coordinating volunteers, and more. Given that the majority of APR's budget is dedicated to funding the small number of full-time staff positions, little money is left over for parks maintenance and larger capital projects, therefore most park planning and capital projects rely on outside funding from grants. This is another responsibility of the Parks and Recreation director, who devotes a significant amount of time securing grant funding and donations for major park improvement projects.

MSA also attended a City Department Heads meeting while visiting in June 2024. Department heads stressed the importance of ensuring the quantity of parkland and amenities is right sized to the community and that community needs are met while also being fiscally realistic. Additionally, department heads highlighted the importance of the Ashland Marina and other planned improvement projects at the City's campgrounds and Oredock as important drivers for economic development and tourism for the community overall.

CHAPTER 7

IMPLEMENTATION

7.1 Funding Opportunities

Grant Programs

Implementation dollars are available for acquisition and development of recreation spaces and facilities. Linear parks and trails can be funded through the Wisconsin Department of Natural Resources (WDNR) or the Department of Transportation (WDOT). The WDNR also provides funds for the acquisition of lands, the stabilization of shoreland, and the protection of environmentally sensitive areas. The high cost of park improvement projects necessitates the acquisition of outside funding to enable development. Grant funding provides seed money and crucial capital for leveraging additional community dollars and support. While many projects identified in this plan would benefit from the acquisition of outside funding sources, some projects will require grant funding if they are to be realized.

Community Fundraising & Volunteer Groups

Community groups and civic organizations are sometimes willing to organize fundraising efforts to assist with costs, and they may also be able to marshal volunteer labor to assist with small development projects such as trail creation or playground installations, especially if they are a potential user group. The City should coordinate with potential user groups when planning new facilities to see if cost-sharing, donation or outright purchase options exist. Groups that could potentially be involved include youth sports groups, private organizations and the school district.

Local business and corporate support should also be sought. Funders can be acknowledged with plaques, signs, or walkway bricks, including the option of park or feature naming rights for major donors.

501(c)3 Foundation and Planned Giving

The City can set up an endowment fund as an additional means of providing continual financial support for park acquisition and development. An endowment fund works like a permanent savings account. The amount individuals give, which is the principal, is never spent. Only the interest income is spent, thereby providing a continual source of money. A park endowment fund can provide a means for residents to make gifts of any size (including estate bequests), with the certainty that the money donated will only be used for the advancement of recreation in the community. Gifts to an endowment fund are typically tax deductible under federal and state law.

Donations

In many communities, parkland development occurs with the availability of land. Donations of private land for a public purpose is not uncommon, and criteria for accepting these lands is needed. A formal procedure should be in place for how the land will be planned and used in the best interest of the community. An established planned giving program through the City would allow prospective patrons to dedicate land in a legal manner that provides a legacy for how the land will be utilized over time.

Tax Increment Financing (TIF)

Tax increment financing (TIF) is a tool that allows municipalities to promote economic development by earmarking property tax revenue from increases in assessed values within a designated TIF district. As part of a broader plan to redevelop an area, the City can use tax increment financing to assist with parkland or trail acquisition and development. There are some limitations to what revenues from a TIF district can be used to pay for, generally the costs of constructing public buildings cannot be funded with TIF. TIFs are typically created for the purpose of stimulating redevelopment and new public and private investments. According to the 2023 WI DOR the City of Ashland has three active TIF Districts.

7.2 Adoption and Amendment Process

Parks and Recreation Committee

The Committee should meet to review the plan and pass a motion to recommend approval of the plan or plan amendment by the City Council.

Public Hearing (Optional)

Prior to adopting this plan, or plan amendment, the City can hold at least one public hearing to discuss the proposed plan or plan amendment; however, a public hearing is not required by the DNR to adopt this plan. If a public hearing is held, at least 30 days prior to the hearing a Class 1 notice must be published that contains, at minimum, the following:

- The date, time, and location of the hearing.
- A summary of the proposed plan or plan amendment.
- The local government staff who may be contacted for additional information.
- Where to inspect and how to obtain a copy of the proposed plan or amendment before the hearing.

The notice should also provide a method for submitting written comments, and those comments should be read or summarized at the public hearing.

Plan Adoption

This plan and any future amendments become official City policy when City Council passes, by a majority vote of all elected members, an adoption resolution. The City Council may choose to revise the plan after it has been recommended by the Parks and Recreation Commission, and after the public hearing (optional).

Plan Amendment vs. Plan Update

Amendments can be made at any time, but the City should not amend the plan more than once per year. A commonly recommended approach is to establish a consistent annual schedule for consideration of minor plan amendments.

This plan should be updated every five years to maintain eligibility for Wisconsin Department of Natural Resources Stewardship Funding. Unlike an amendment, a plan update should revisit the entirety of the plan content and include more robust opportunities for public participation.

Table 7.1 Common State and Federal Grant Recreation Programs

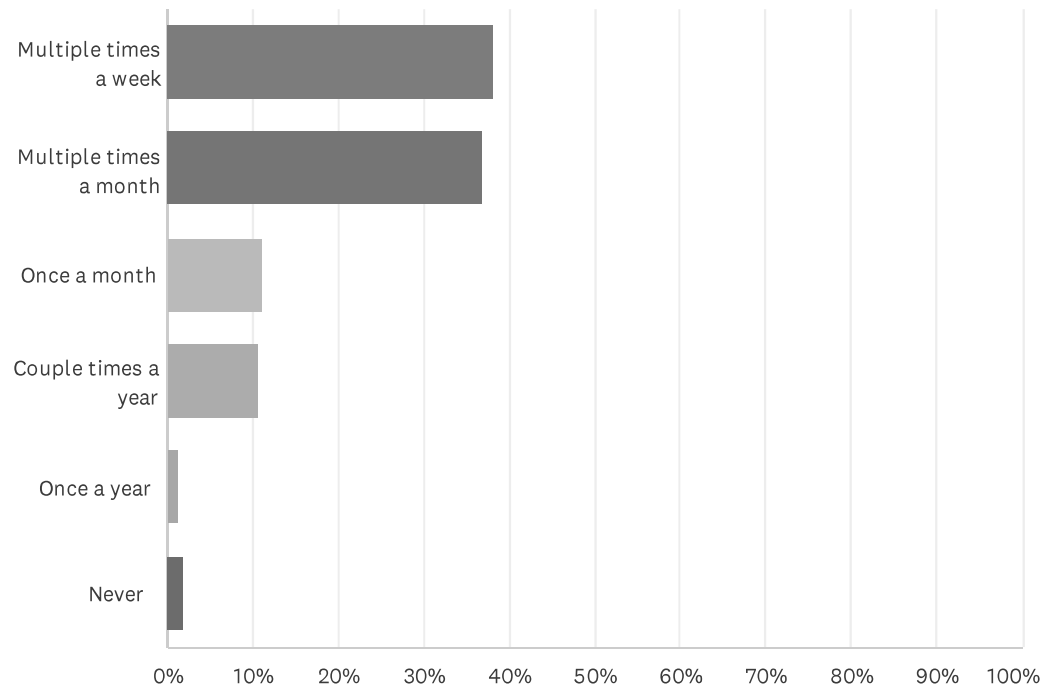
Funding Programs By Category	Maximum Award	Application Due Date	Granting Agency
Knowles-Nelson Stewardship Program			
The Stewardship Program was established in 1989 to preserve Wisconsin's most significant land and water resources for future generations and to provide the land base and recreational facilities needed for quality outdoor experiences. These goals are achieved by acquiring land and easements for conservation and recreation purposes, developing and improving recreational facilities, and restoring wildlife habitat. This is an umbrella program that funds the following grants:			
	50% local match required	1-Mar	DNR
Aids for the Acquisition and Development of Local Parks (ADLP)			
Helps to buy land or easements and develop or renovate local park and recreation area facilities for nature-based outdoor recreation purposes (e.g., trails, fishing access, and park support facilities).			
Urban Green Space (UGS)			
Helps to buy land or easements in urban or urbanizing area to preserve the scenic and ecological values of natural open spaces for nature-based outdoor recreation, including non-commercial gardening.			
Urban Rivers (UR)			
Helps to buy land on or adjacent to river flowing through urban or urbanizing areas to preserve or restore the scenic and environmental values of riverways for nature-based outdoor recreation.			
Acquisition of Development Rights Grants (ADR)			
Helps to buy development rights (easements) for the protection of natural, agricultural, or forestry values, that would enhance nature-based outdoor recreation.			
Funding Programs By Category	Maximum Award	Application Due Date	Granting Agency
Land and Water Conservation Fund (LAWCON)			
- This fund is used to implement projects that are identified by both the local and the state Comprehensive Outdoor Recreation Plan. - In general, land acquisition, development, and renovation projects for public outdoor recreation purposes are eligible LWCF projects. LWCF does not include the "nature-based outdoor recreation" restriction that the Stewardship Local Assistance Programs do.			
Recreational Trails Program Grant			
- Eligible projects include: maintenance and restoration of existing trails, development and rehabilitation of trailside and trailhead facilities and trail linkages, construction of new trails, and acquisition of easement or property for trails. - May only be used on trails which have been identified in or which further a specific goal of a local, county or state trail plan included or reference in a statewide comprehensive outdoor recreation plan required by the federal LAWCON.			
Urban Forestry			
Provides technical service and financial assistance to communities for developing urban forestry programs. Priorities include:			
- Communities needing to develop an urban forestry plan; - Communities needing worker training; and - Communities needing to conduct a street tree inventory.			
Eligible projects include 1) Undertaking street tree inventories; 2) Training for Village tree workers; 3) Developing urban open space programs; 4) Developing urban forestry plans; 5) Developing a tree ordinance; 6) Developing a public awareness program; and, 7) Tree planting and maintenance			
	50% local match required. Grants range from \$1,000 to \$25,000.	1-Oct	DNR
Lake Protection and Classification Grants			
- Designed to assist lake users, lake communities and local governments as they undertake projects to protect and restore lakes and their ecosystems. Eligible projects include: - Purchase of property or a conservation easement - Restoration of wetlands - Development of local regulations or ordinances - Lake classification projects that allow counties to design and implement local land and water management programs that are tailored to specific classes of lakes in response to various development and recreational use pressures (these grants are limited to \$50,000). - Lake protection projects recommended in a DNR-approved plan including watershed management, lake restoration, diagnostic feasibility studies, or any other projects that will protect or improve lakes.			
	25% local match required. \$200,000 maximum per project.	1-May	DNR
Recreational Boating Facilities Grant			
- Construction of capital improvements to provide safe recreational boating facilities and for feasibility studies related to the development of safe recreational facilities. - Also includes purchase of navigation aids, dredging of channels of waterways, and chemically treating Eurasian water milfoil.			
	50% local match required	Established quarterly	DNR
Sport Fish Restoration Funding			
- Sport Fish Restoration - Fishing Pier (SFR-FP) grants may be used to construct fishing piers that are primarily designed to provide public access for shore fishing. - Sport Fish Restoration - Boat Access (SFR-BA) grants may be used to construct motorboat access projects. Eligible components include boat ramp construction and renovation, along with related amenities such as parking lots, accessible paths, lighting, and restroom facilities.			
	25%-50% local match required	1-Oct 1-Feb	DNR

Appendix A:

Full Survey Results

Q1 How often do you visit or use City of Ashland parks and trails?

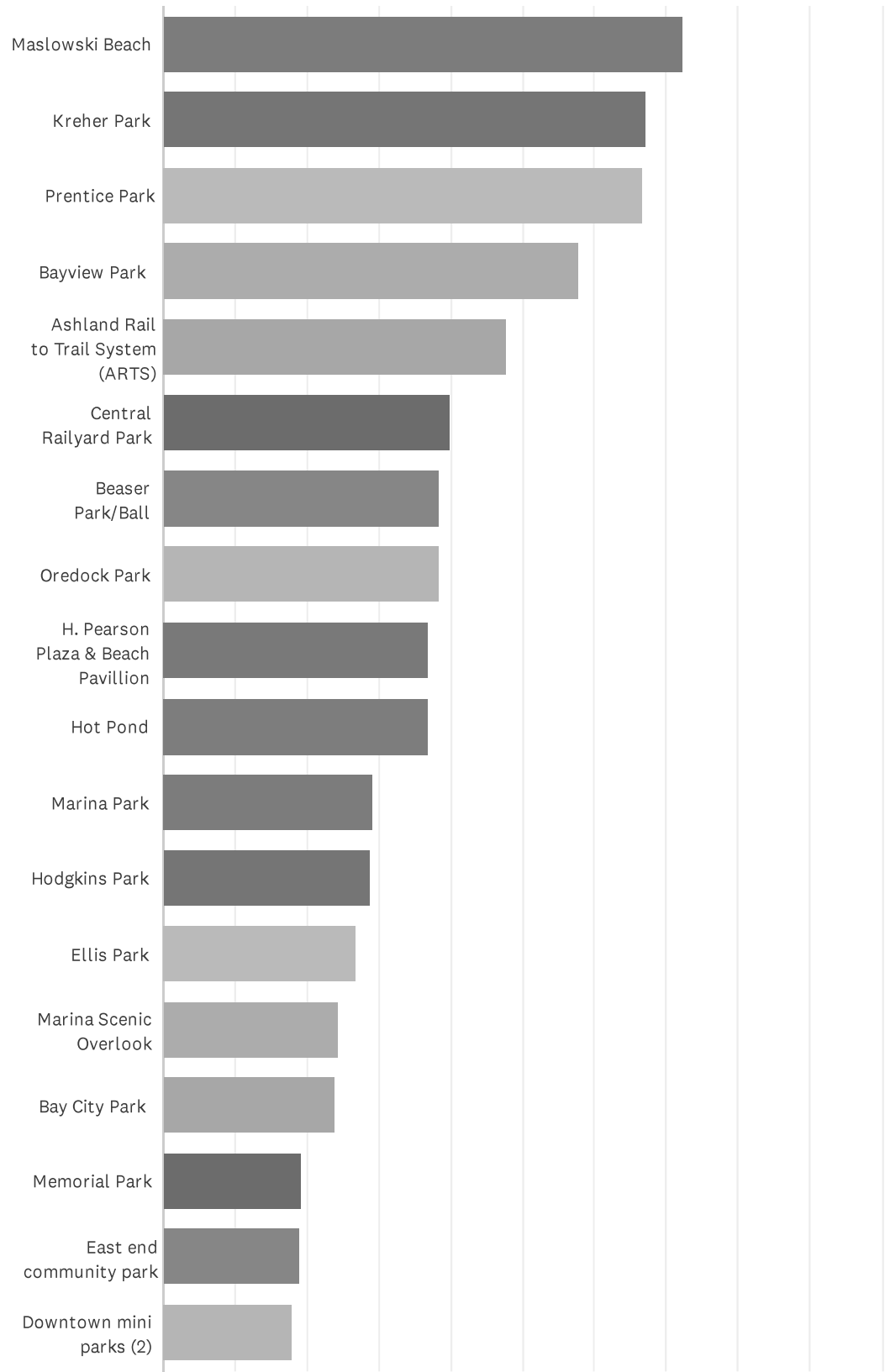
Answered: 412 Skipped: 2



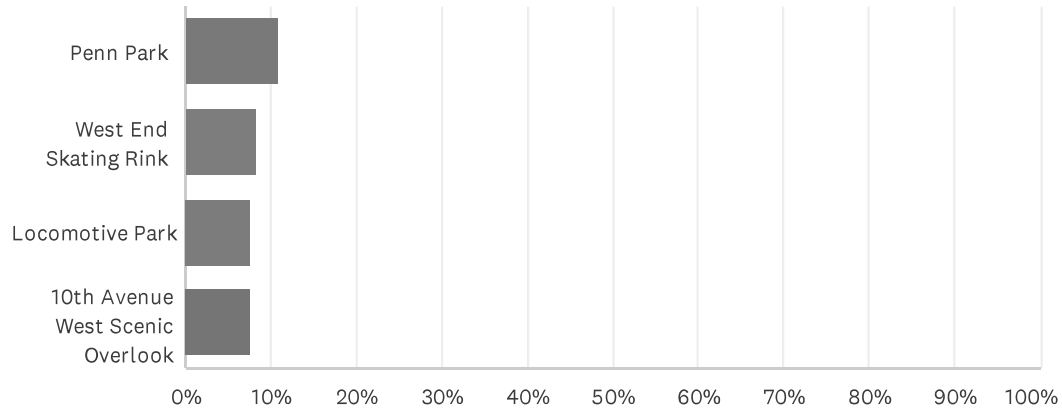
ANSWER CHOICES	RESPONSES	
Multiple times a week	38.11%	157
Multiple times a month	36.89%	152
Once a month	11.17%	46
Couple times a year	10.68%	44
Once a year	1.21%	5
Never	1.94%	8
TOTAL		412

Q2 Which of these Ashland parks and trails have you visited in the last 12 months (select all that apply)?

Answered: 407 Skipped: 7



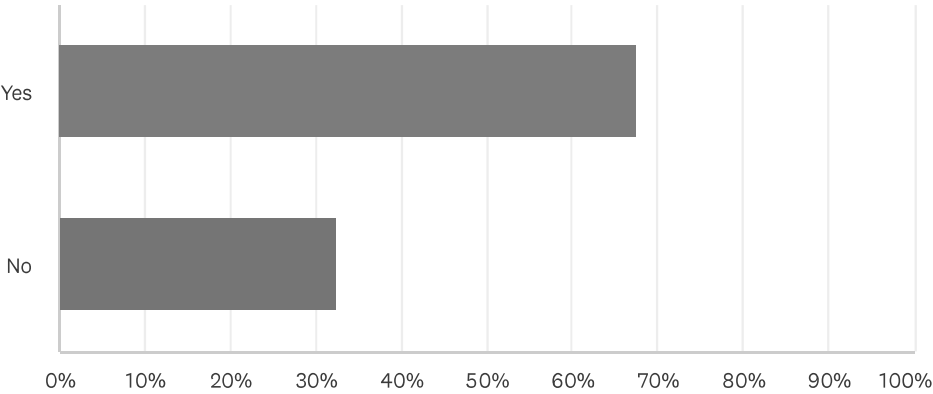
Ashland Parks Master Plan Community Survey



ANSWER CHOICES	RESPONSES	
Maslowski Beach	72.24%	294
Kreher Park	67.08%	273
Prentice Park	66.83%	272
Bayview Park	57.74%	235
Ashland Rail to Trail System (ARTS)	47.67%	194
Central Railyard Park	39.80%	162
Beaser Park/Ball	38.33%	156
Oredock Park	38.33%	156
H. Pearson Plaza & Beach Pavillion	36.86%	150
Hot Pond	36.86%	150
Marina Park	29.24%	119
Hodgkins Park	28.75%	117
Ellis Park	26.78%	109
Marina Scenic Overlook	24.32%	99
Bay City Park	23.83%	97
Memorial Park	19.16%	78
East end community park	18.92%	77
Downtown mini parks (2)	17.94%	73
Penn Park	10.81%	44
West End Skating Rink	8.35%	34
Locomotive Park	7.62%	31
10th Avenue West Scenic Overlook	7.62%	31
Total Respondents: 407		

Q3 Have you ever paid for services through City of Ashland Parks and Recreation?

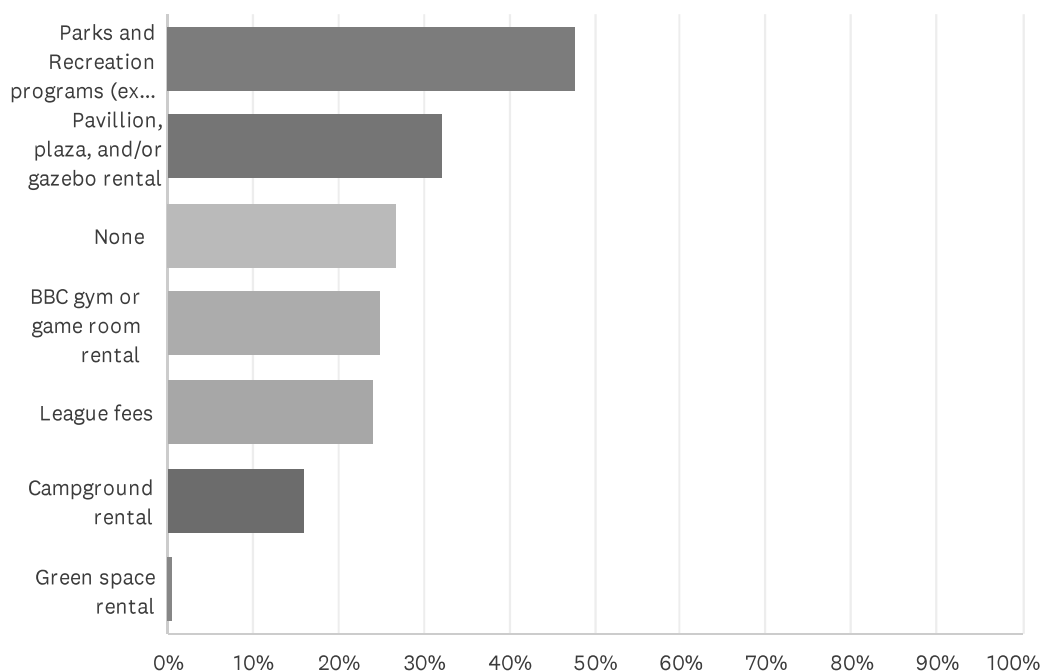
Answered: 407 Skipped: 7



ANSWER CHOICES	RESPONSES	
Yes	67.57%	275
No	32.43%	132
TOTAL		407

Q4 Which services have you paid for (select all that apply)?

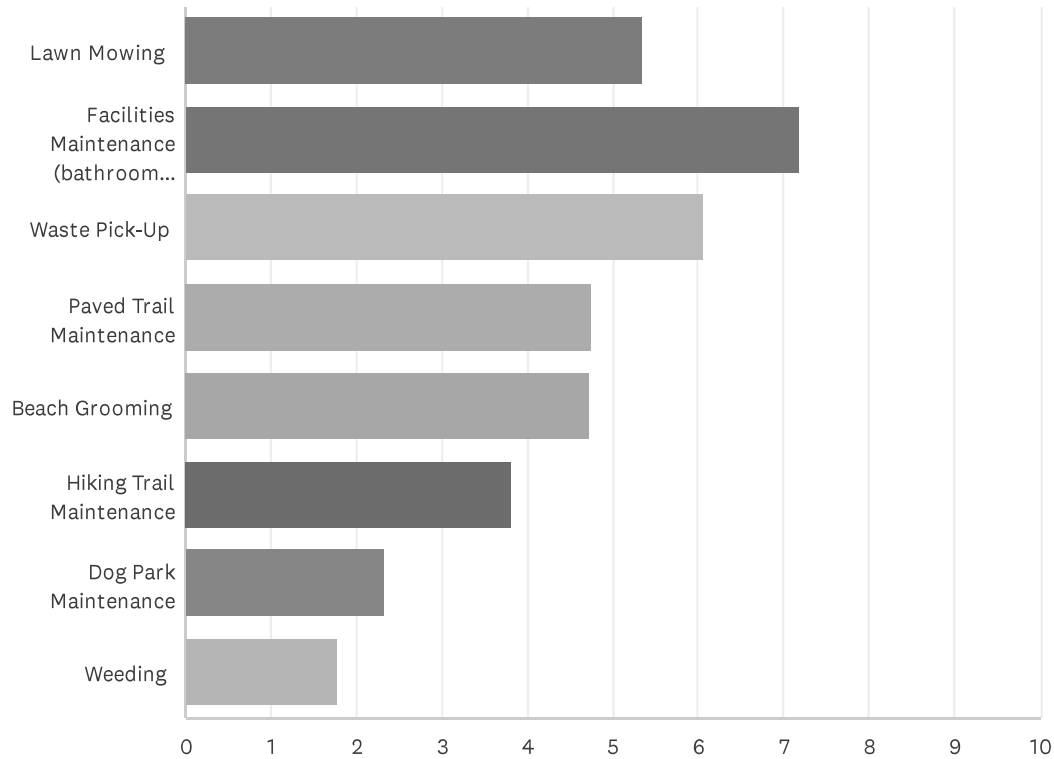
Answered: 373 Skipped: 41



ANSWER CHOICES	RESPONSES	
Parks and Recreation programs (ex. Summertime fun courses, gymnastics, etc.)	47.72%	178
Pavillion, plaza, and/or gazebo rental	32.17%	120
None	26.81%	100
BBC gym or game room rental	24.93%	93
League fees	24.13%	90
Campground rental	16.09%	60
Green space rental	0.54%	2
Total Respondents: 373		

Q5 Please rank your priorities for park maintenance, with "1" being the highest and "8" being the lowest.

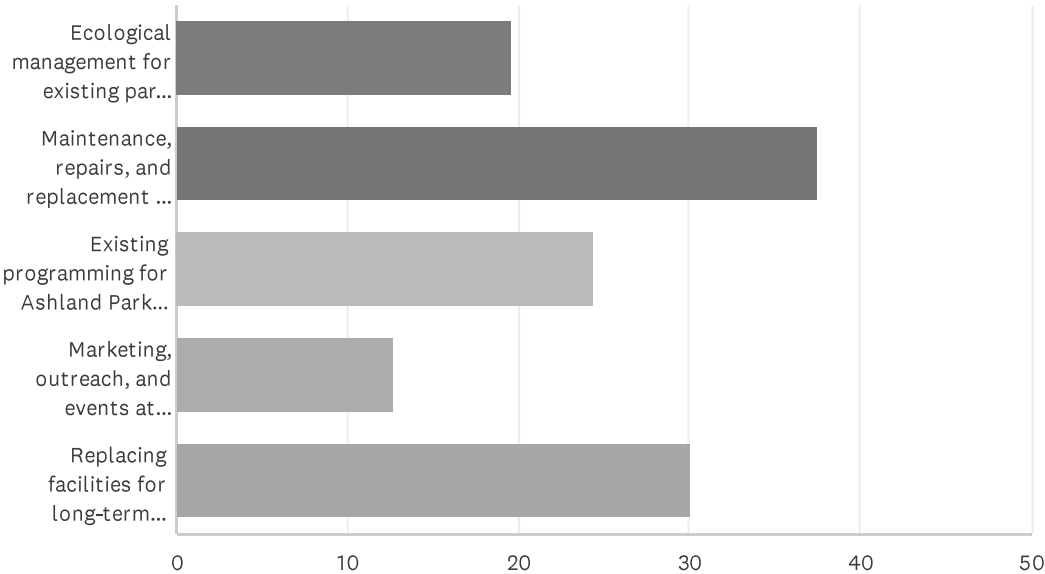
Answered: 411 Skipped: 3



	1	2	3	4	5	6	7	8	TOTAL	SCORE
Lawn Mowing	12.90% 53	18.73% 77	22.38% 92	14.84% 61	10.22% 42	10.95% 45	8.76% 36	1.22% 5	411	5.35
Facilities Maintenance (bathroom cleanliness, park shelter upkeep etc.)	54.74% 225	26.03% 107	8.03% 33	5.84% 24	3.89% 16	1.46% 6	0.00% 0	0.00% 0	411	7.18
Waste Pick-Up	13.38% 55	27.98% 115	30.66% 126	15.33% 63	6.81% 28	3.41% 14	1.95% 8	0.49% 2	411	6.05
Paved Trail Maintenance	7.06% 29	9.00% 37	13.38% 55	24.09% 99	26.52% 109	11.92% 49	6.08% 25	1.95% 8	411	4.76
Beach Grooming	8.03% 33	9.49% 39	15.33% 63	18.49% 76	26.03% 107	12.17% 50	7.79% 32	2.68% 11	411	4.74
Hiking Trail Maintenance	1.95% 8	5.60% 23	6.08% 25	17.03% 70	16.55% 68	36.98% 152	12.65% 52	3.16% 13	411	3.82
Dog Park Maintenance	1.95% 8	2.43% 10	2.92% 12	2.92% 12	4.87% 20	13.87% 57	35.52% 146	35.52% 146	411	2.32
Weeding	0.00% 0	0.73% 3	1.22% 5	1.46% 6	5.11% 21	9.25% 38	27.25% 112	54.99% 226	411	1.77

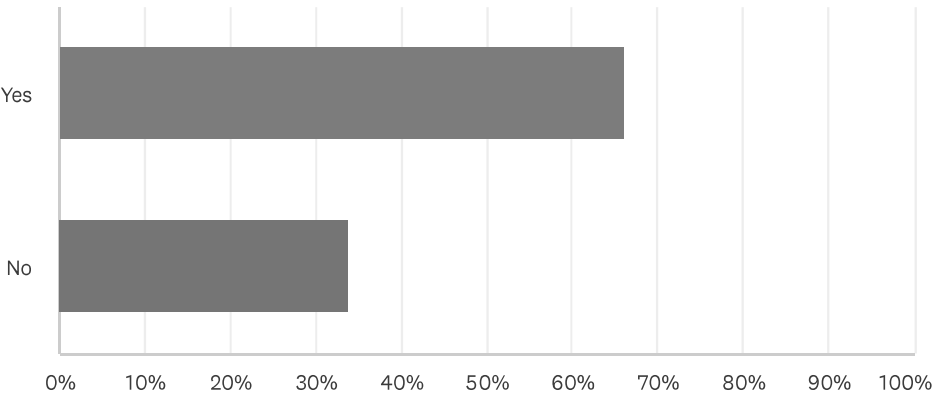
Q6 How would you allocate \$100 among the following funding categories?

Answered: 332 Skipped: 82



Q8 Are you a current resident of the City of Ashland, WI?

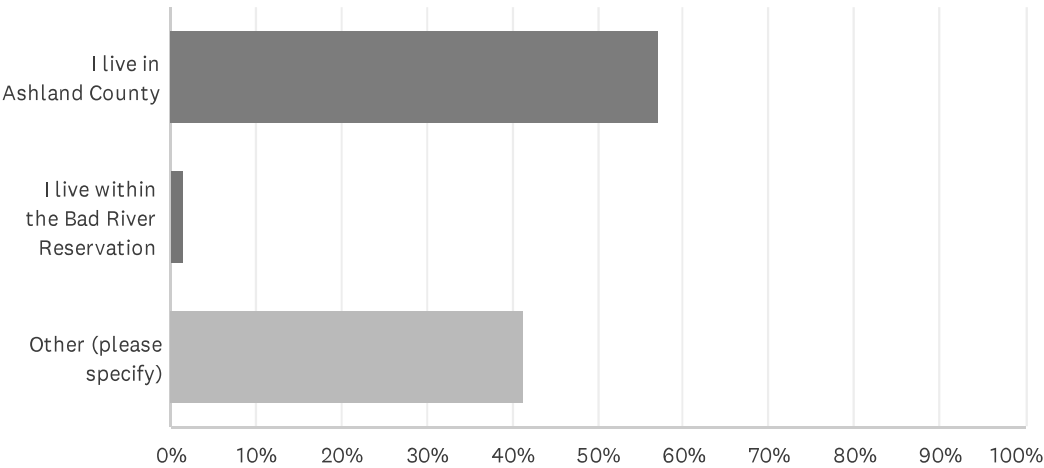
Answered: 399 Skipped: 15



ANSWER CHOICES	RESPONSES	
Yes	66.17%	264
No	33.83%	135
TOTAL		399

Q9 If no, which of these options best describes where you live?

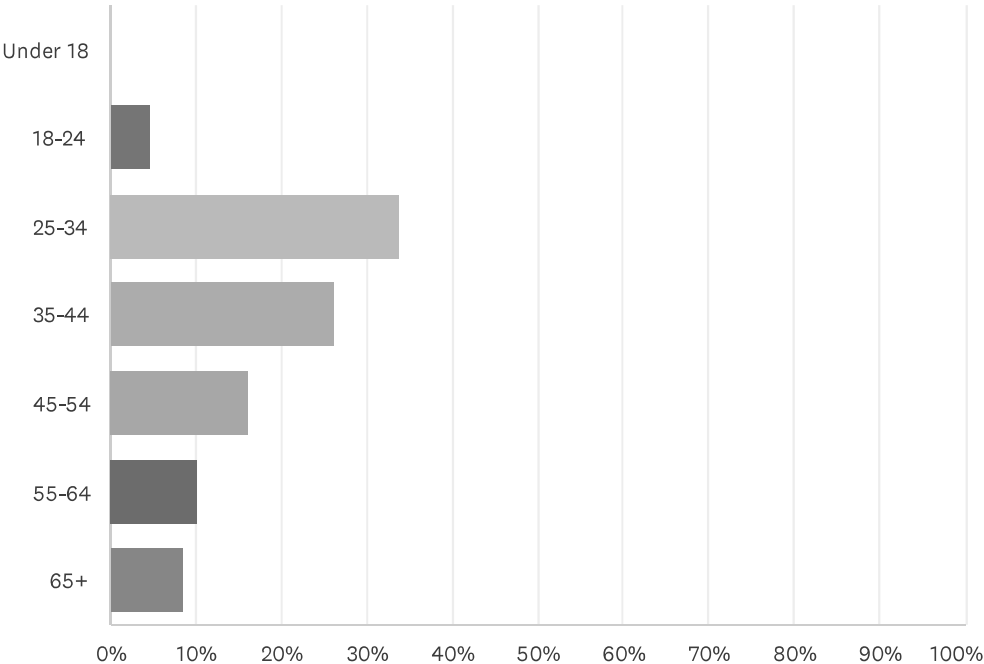
Answered: 198 Skipped: 216



ANSWER CHOICES	RESPONSES	
I live in Ashland County	57.07%	113
I live within the Bad River Reservation	1.52%	3
Other (please specify)	41.41%	82
TOTAL		198

Q10 Please indicate your age.

Answered: 400 Skipped: 14



ANSWER CHOICES	RESPONSES	
Under 18	0.00%	0
18-24	4.75%	19
25-34	34.00%	136
35-44	26.25%	105
45-54	16.25%	65
55-64	10.25%	41
65+	8.50%	34
TOTAL		400

Q11 Please indicate the number of people living in your household by age.

Answered: 395 Skipped: 19

ANSWER CHOICES	RESPONSES	
Children ages 0 to 5	59.49%	235
Children ages 6 to 12	50.89%	201
Children ages 13 to 17	35.44%	140
Adult age 18+	90.38%	357

Q7 Please share any additional comments that could assist the City in prioritizing recreational facilities and services.

Answered: 179 Skipped: 235

#	RESPONSES	DATE
1	Quality should be a priority over looks. If the beach/water is dirty, then it doesn't matter how nicely the pavilions are painted, NOBODY WILL GO THERE. Cleaning the beaches is the best shot ashland has at gaining tourists and the money they bring to the area. Can't take my kids to the beaches due to used drug needles, so nothing else matters until those types of issues are dealt with.	5/30/2024 9:18 AM
2	Please do not convert the tennis courts at Hunter Park to pickle ball courts.	5/29/2024 11:51 AM
3	PLEASE repair the dock at Bayview Park!! We have family that come from across the country during the summer to utilize this resource to access our beautiful Lake Superior!!	5/9/2024 10:07 AM
4	More events in the parks! We have so many parks, it's important to get people immersed in those spaces so they realize how lucky we are to have them. The maps along the trail are also very faded. It would be nice to have those replaced.	5/8/2024 1:12 PM
5	Boat launch	5/8/2024 9:20 AM
6	Address boat ramp needs. Fund new boat ramp and parking	5/4/2024 8:36 AM
7	I and countless others would like to see improvements too local boat landings around the town! I am a local guide and I know my clients spend anywhere from \$5,000 to 10,000 annually at minimum in Ashland from lodging to restaurants and shops as well as the gas stations! I won't even use the landings in town any longer cause of the poor layouts of the landings and horrendous maintenance or there lack of maintenance! I typically have to use the 2nd landing access or Washburn for landing my boat! This season I will most likely be having my guests stay either in Washburn or Rob's outside of Ashland as there is no longer a reason to have them stay in Ashland close to any public boat launches	5/2/2024 6:34 AM
8	Fix boat launch	5/2/2024 5:58 AM
9	Less parks, or does every mayor have to have one.	5/1/2024 5:29 PM
10	Would love to see more toddler based activities. Local swimming pool/swim classes.	5/1/2024 11:49 AM
11	Get water park up and going for little children in summer safer and lake water to cold.	5/1/2024 9:04 AM
12	Please keep the young children in mind when thinking about redoing playgrounds . Parks are essential to the social. Reworking in our community... grab some families for input before you make a decision	5/1/2024 5:50 AM
13	Think Inclusion. All age kids and of all abilities.	4/30/2024 9:33 PM
14	The boat dock at Maslowski landing needs repair, boaters pay \$5 a time to use it, where is all the money going? Definitely not to that boat landing	4/30/2024 2:03 PM
15	KREHER PARK BOAT LAUNCH IS IN DESPERATE NEED OF REPLACEMENT OR SERIOUS REPAIRS! As well as more parking spots for trucks and boat trailers. As well as the public bathrooms and showers being cleaned numerous times a day during summer spring & fall. You can't even launch a boat there safely AT ALL! Not to mention there is no parking and the bathrooms are horrible. People come up to use our lake for recreational purposes and no where in Ashland is a decent boat launch or fish cleaning station. Please add a safe and useable launch and fish cleaning station as well as enough parking for trucks and boat trailers. We've paid over 40 years of boat launch fees throughout the years there has to be funding somewhere for the repairs as they have never updated it in at least the last 20 plus years at all!	4/30/2024 10:42 AM
16	I have been wondering for quite some time...as well as others, why does Ashland not have	4/30/2024 9:52 AM

Ashland Parks Master Plan Community Survey

playgrounds that ALL children can play on??? This kind of playground is called an All Inclusive Park! This is a safe open designed for children with differing disabilities of all ages to get out and interact with their peers! Inclusive playgrounds encourage kids to interact and form friendships with others who are unlike them. It's very sad to be asked to go to the park with friends/family and my daughter has to sit and watch everyone run around and play because there is nothing she can do...Oh, wait! There is one handicap swing 😊 I'm sorry, but that frustrates me! With all the new parks that have been put in place NOT one park was made for children with disabilities 😞 I understand that it cost more but, Children with disabilities have the right and DESERVE the right to enjoy to have fun like the rest of the kids instead of sitting on the sidelines! And, you can incorporate the SPLASHPAD into an Inclusive Park and ALL the kiddos can enjoy the park and Splashpad!

17	Handicap accessible parks would be great	4/30/2024 8:54 AM
18	This City has far too many parks per capita.	4/29/2024 6:29 PM
19	Lets turn the super fund site into a Marina!	4/29/2024 6:01 PM
20	Put in the boat launch that is ready for the ramp.	4/29/2024 5:19 PM
21	Instead of worrying about these things (and I'm not saying this isn't important or instead of building a library. Why don't we go right to the source of the problems that both are having and BUILD A TREATMENT FACILITY in Ashland. It would help with almost every issue we are having in this town.	4/29/2024 3:05 PM
22	I don't think everyone knows where all the parks are that are available for use and what is happening at each park. Also dog parks, I personally only know of one spot to take dogs. More information for people would be great and making things look better if they have started to look run down.	4/29/2024 2:38 PM
23	groom lake trail year-round, snow removal	4/29/2024 1:31 PM
24	First all the parks that were replaced are terrible. The original parks were perfect and just needed to be kept up with on maintenance but they were perfect for kids of all ages. The parks that are there now aren't even parks. I can't bring my kids there if others are there since there just isn't the room for more than a few kids and they are NOT toddler friendly, special needs friendly, or just kid friendly in general. Please change the parks back to the original play grounds because those were much more fun, safer, and overall better. The beaches need cleaned up often as there has been plenty of drug needles found in the grass and sand where kids play and people walk. There should be a magnet drag over the beaches weekly to keep them safe and clean as well as a simple clean up.	4/29/2024 1:15 PM
25	Get the west end skating ring going again.	4/29/2024 12:28 PM
26	The number one problem to address isn't even an option on this survey. That problem is the homeless and drug addicts making our parks dangerous and unusable. I no longer go to any of the parks or trails because of it. I will use the ones in Washburn instead.	4/29/2024 11:34 AM
27	Whoever is in charge of our parks and rec needs to be fired	4/29/2024 9:05 AM
28	Ashland needs a better boat launch with more parking, restrooms, and a fish cleaning station. The existing launches are severely neglected and/or outdated. This is Ashland's best resource and it's utilized.	4/29/2024 8:38 AM
29	This town is a pit hole until you clean up the city & try to bring in new business you are just wasting time and money.	4/29/2024 7:14 AM
30	Noone uses half these parks due to yur homeless policies. Please get rid of the zombies, their tents and the garbage they create	4/29/2024 7:09 AM
31	Boat launch location would be great	4/29/2024 7:06 AM
32	We need a much bigger and better boat landing in this city I pull to Washburn now to launch	4/29/2024 3:35 AM
33	Look for volunteers and go fund me for people who want to help but are unable to	4/29/2024 2:45 AM
34	Work on the boat launches!!!! How can we be a city on such an incredible lake without reliable access to it? Especially with Washburn under construction, which is much better to launch at, Ashland needs to step up their launches!	4/29/2024 1:57 AM

Ashland Parks Master Plan Community Survey

35	Ashland needs a boat launch, a new one and we have the perfect spot for it. Kreher park is a disaster and the maintenance on it is horrible. Us boaters take more time trying to fix it and to not damaged our boats when launching. Beautiful city on the greatest of Great Lakes and yet not one good boat launch. It's sad we will start to use Washburn marina landing and tell people to do like wise.	4/29/2024 1:17 AM
36	Better lighting on the trails. Redo prentice park. It is awful now	4/28/2024 10:39 PM
37	Quit "updating" playground equipment and making the parks worse. Every single one has gotten less useful for little kids. Most recently- prentice park. There used to be many slides for all ages, and it was by far the best park to go to (no highway, secluded area, less homeless people, good trail to walk on, and the artesian well) Now there's one single slide for one kid range (6-10 years) and all the toddlers and toddler parents are irritated. Also, most of the "updated" playgrounds are significantly more dangerous and unfriendly to kids under school age. Whoever keeps doing this seriously needs to reconsider.	4/28/2024 10:28 PM
38	Update bathrooms	4/28/2024 10:13 PM
39	Child care is a big issue currently. Would like to see things for toddlers/preschoolers to do to help parents out. Also more adult organized programs	4/28/2024 9:59 PM
40	Need additional boat launch facilities. And clean up the goose shit.	4/28/2024 9:32 PM
41	Don't let campers stay all summer at Kreher park .	4/28/2024 9:31 PM
42	New boat launch and fix bay view pier	4/28/2024 8:26 PM
43	Inclusion	4/28/2024 8:24 PM
44	Install bathroom facilities at Ellis Park.	4/28/2024 8:08 PM
45	There needs to be free, available, maintained parks for our residents as well as free programs at the parks for children and teens	4/28/2024 7:41 PM
46	New boat ramp	4/28/2024 7:33 PM
47	There are ways to market the city of Ashland that are no to low cost as a working professional in the marketing space. Utilize digital ads instead of TV and print and you'll get more bang for your buck. As far as resources, we need to keep the streets clean, drug addicts away, improve the schools, and support viable businesses and encourage young professionals to stay. I am sure that is a different budget and may not be relevant here but the parks and outdoor activities were my favorite part of growing up in Ashland and outside of family are why we still visit. However. Terrible experiences with Ashland schools, the multiple teenage suicides, the excessive (and accepted) drinking and drug use, and limited economic possibilities outside of the Hospital and Bretting led me to leave and never want to return. We moved to Brule where there is arguably less outdoor recreation (still a lot of course) because we had to be closer to Duluth to find a good paying job and good schools. Ashland needs a culture change around the board. Kids engaging in positive activities. Parents modeling those behaviors. School workers who care about kids and their education. Improved mental health support. Then sustainable businesses will want to move there because they will be able to attract talent and be stationed in (hopefully) a pro business environment. We need good leadership! Northland College and Northwoods Tech are huge at recruiting these young professionals and their talent. We have to keep those institutions well ran and supported then give those folks entrepreneurial opportunity or quality jobs to keep them here! Don't forget all of the folks who can work remote now and love the outdoors that we can market to! Then when we have that tax base we can allocate to these things. But have to start with the basics. Probably not your problem or your department but thanks for hearing me out!	4/28/2024 7:27 PM
48	Open bathrooms earlier in the season	4/28/2024 7:25 PM
49	Add another boat launch	4/28/2024 5:58 PM
50	Not sure how to answer number 6 question I believe that we need to maintain our parks. They do need to be mowed and kept up. If bathrooms are there they need to be cleaned. I don't like the way they are not mowing the large area by the swing set ar Prentice Park. Hopefully you can add to the playground there. It is not enough and there should be mow.	4/28/2024 5:39 PM
51	Let's fix up and keep up what we have before investing in new	4/28/2024 5:38 PM
52	Ashland needs to focus on our youth athletes and facilities to keep athletics in the area	4/28/2024 4:52 PM

Ashland Parks Master Plan Community Survey

growing. If that means funding the schools so they can build the facilities to have the youth use along with the high-school athletes. It benefits everyone! Facilities need to be better.

53	We must utilize our lake front much more than we already do.	4/28/2024 4:34 PM
54	Maintenance and replacing existing is my highest need. We can't be everything for everybody. Boat launch facilities need improvements. Park planned for library near radiator shop is boondoggle, just provide us some parking space. I use parks extensively with my grandchildren.	4/28/2024 4:28 PM
55	Boat launch is a disaster	4/28/2024 4:10 PM
56	The boat landing is terrible!!! Homeless people in the bathrooms and play equipment	4/28/2024 3:51 PM
57	Fix the boat landings. They are wrecking boats. Biggest lake in the world out our back door and no amenities to use it.	4/28/2024 3:19 PM
58	Union probably wouldn't approve it but maybe some volunteer seniors to do some mowing,etc.	4/28/2024 2:38 PM
59	The boat landing need repair and there's no parking...plus we need another boat landing! The City of Ashland is totally missing out marketing Chequamegon Bay for fishing and boating enthusiasts. You just need to market the absolutely free resources we have with the lake. It's all right in front of you.....SEE IT THANKS TIM	4/28/2024 2:19 PM
60	Boat landing improvements	4/28/2024 1:48 PM
61	We need 2 things - a draw for summer tourists, whether that be current maintenance/upkeep on the outdoor parks and trails, or replacement facilities that require less maintenance. This benefits locals AND tourists. 2nd, good programming for the kids to give them a focus. Affordable programming/scholarships, and maybe even transportation, since that can be a huge barrier to participation.	4/28/2024 1:12 PM
62	Access to, within, and development for cycling	4/28/2024 1:11 PM
63	Number one priority would be having a boat launch that is actually usable. Kreher park Launch needs to be dredged deeper and the parking lot is horrible. Maybe if you made this an actual launch with adequate parking maybe even a fish cleaning station people would actually use it. Could even look at an expansion to the superfund site	4/28/2024 1:01 PM
64	Make Clarkson Coal Dock a Rv/Tent campground. We have this goldmine of the Lake and we don't take advantage of it. I talk to the campers at Kreher Park. They love camping along the lake. Take in the great sunsets. Just do it. Yes, it's going to cost money for clean up of contaminants, but look at the return of campers coming here. Also, let's get a new boat launch in at the Superfund area. Thank you.	4/28/2024 12:58 PM
65	Please fix the dock by Bayview Beach so that we can walk out and use it one of the best places to see the sunrise! It is terrible bad for tourists! I am a local photographer and Ashland resident!	4/28/2024 12:32 PM
66	The boat landing should be the #1 priority to finish. Ashland slogan is find yourself closer to the water, but there isn't a decent way to access the water. We should capitalize on our biggest asset - the lake. The parking lot that was created has become a nuisance and brought a lot of unwanted traffic to the marina, our boat is in the Ashland marina and I don't feel safe leaving it there without cameras.	4/28/2024 12:16 PM
67	The city needs boat landings. The present launch at Kreher is in poor condition and lacks sufficient parking.	4/28/2024 11:51 AM
68	Add more playground equipment to Prentice Park.	4/28/2024 11:34 AM
69	We need a boat landing !	4/28/2024 10:58 AM
70	We need a marina and boat launch.	4/28/2024 10:52 AM
71	The dock at Bay view Beach needs to be fixed. The last one was there a long time and was just fine. This new one is terrible and unusable - a complete waste of money. This town also NEEDS a good boat landing and to support local residents who use these amenities.	4/28/2024 10:47 AM
72	Please reopen the dock platform at Bayview Beach. Please update the boat landing at Kreher Park.	4/28/2024 10:44 AM

Ashland Parks Master Plan Community Survey

73	Questions 3,4, You don't mention boat ramp payment? Priority!! Access to more public fishing areas. Reid's coal dock , Clarkson!! Don't give me the crap there contamination! Question 6, I don't understand, allocate \$100?? What are you getting for \$100 ?	4/28/2024 10:36 AM
74	Boat launch rails at kreher park , dangerous and damaging to watercraft	4/28/2024 10:19 AM
75	Fix the dock in the east end! new road to oredock is a waist of time and money. Boat landing needed.	4/28/2024 10:18 AM
76	The boat landing in Ashland is the worst in the area, but highly utilized. There is a need for an updated/improved boat landing. The parks in the area with playgrounds also should accommodate a more wide age range. Many of the updated parks are for older teenage children, they are unsafe to take toddlers to.	4/28/2024 10:14 AM
77	Need updated boat launch and shore fishing access (docks, piers, etc.). Plan for sustainability in areas protected from waves.	4/28/2024 9:57 AM
78	Additional upkeep on current boat launch, and or the addition of an updated launch with fish cleaning station and pavilion.	4/28/2024 9:44 AM
79	Why don't we have a boat landing with parking for 50 + trucks and trailers	4/28/2024 9:38 AM
80	Ashland needs a new or updated boat launch. 1000's of people come to Ashland every year to fish and boat on chequamegon bay and Ashland needs a quality boat launch.	4/28/2024 9:31 AM
81	Boat landings are vital. Please add and maintain them!	4/28/2024 9:29 AM
82	How would I allocate 100 dollars lol....Can't even answer that irrelevant nonsense. We need a boat landing period ! You have paved a giant parking lot that could hold a 100 rigs and nothing is being done. Kroher Park is a poor excuse for a boat landing and all we have. Very poorly maintained. Rubber bumpers hanging into the water most have fallen in. Spikes and nails scratching the sides of boats. No dock installed and hasn't been put in for years. Overflow from the RV Park is now allowed to park overnight there. Instead of this city building a Wine gathering spot for a half million dollars that will go under in a year. The amount of money that a boat landing would bring to this city far surpasses any of your so called dreams. It should be your number one priority. Instead everyone will go to Washburn and use their beautiful landing, Marina and services. I commend all city employees for their efforts excluding our city council. WE NEED A BOAT LANDING PERIOD !!!!!!!	4/28/2024 9:14 AM
83	Parks need to be better. They are being wrecked there is no need for a 50ft slide that is NOT appropriate for children. Especially at prentice park. That park is now useless.	4/28/2024 8:50 AM
84	I like the idea of a YMCA that runs programs and has facilities for gym space, pool, and the programs and a nice fitness center. I know Ashland is different, but a nice cohesive place would be convenient. Like parents can workout while kids are at gymnastics or swim lessons or whatever. That idea.	4/28/2024 8:20 AM
85	Prentice Avenue Boat launch is in need of repair. Lake properties are unique to ashland and should be priority. Tourism!	4/28/2024 7:44 AM
86	Do not destroy another great park and replace it with a huge downgrade like what happened at Prentice park. So many kids and parents alike are very disappointed in the downgrade. Going from 5 sets of money bars to 1, 8 slides to 1, and taking away what small toddlers and parents could climb up easily to now a steep climb that is not easy or safe for small kids is a huge shame.	4/28/2024 7:34 AM
87	Use the sprinkler system and water those two central railyard fields!	4/28/2024 7:24 AM
88	Prentice Park needs attention. Grounds are wet and stink. Gravel the space between the path and parking. New playground structure is ridiculous - not inclusive to a wide age range and ability range for all kids. The bathrooms should be open - I continually have had to leave with my kids because the bathrooms are NEVER open.	4/28/2024 1:26 AM
89	Prescribed burning will reduce the amount of ticks along walking trails. This will benefit users with children and pets. Prescribed burning will also increase the amount of wild edible plants for users to harvest.	4/27/2024 10:45 PM
90	N/A	4/27/2024 9:47 PM
91	I'm really annoyed that Prentice Park, which was a very nice park to play at with my young	4/27/2024 9:40 PM

Ashland Parks Master Plan Community Survey

children, was turned into a park that I can't even take my kids to anymore due to the unsafe height of slides and nothing else for them to do. This is highly disappointing. This is happening at more and more parks. We don't need more bars in this area, we need places for the kids to be active and do activities.

92	The boat landings need substantial work as boats and equipment are being damaged by metal docking that is exposed	4/27/2024 9:31 PM
93	Be open and communicate, it's unfortunate what happened at Prentice Park, remember to keep things friendly for kids of all stages and ages.	4/27/2024 9:20 PM
94	We need to get a decent boat launch. The one we have is a disgrace to Ashland.	4/27/2024 7:39 PM
95	Cleanliness, safe play area and feeling safe there is always a high priority. Bathrooms nearby are usually a must with kids as well.	4/27/2024 7:01 PM
96	I believe the city parks are all that we have for our young generation in this area, continuing to improve them and update should be a priority . As well most of these parks only have swings for special needs kids , should be a few more options	4/27/2024 6:23 PM
97	Maintain what we have!	4/27/2024 6:14 PM
98	WE NEED UPDATED PARKS FOR THE YOUNGER GENERATION!! THE PARK IN WASHBURN AT JACKIES FIELD IS AMAZING AND PUTS ALL PARKS IN THE AREA TO SHAME. THERE SHOULDN'T BE JUST ONE GOOD PARK FOR OLDER CHILDREN. WHAT ABOUT CHILDREN AGES 2-10?!	4/27/2024 6:02 PM
99	Listen to the people that utilize the parks!!!!!!!	4/27/2024 5:49 PM
100	Please don't destroy a park again like you did Prentice. That was a joke.	4/27/2024 5:32 PM
101	It's not all about the west end of Ashland people do live on the east end too and the parks should be able to be updated as well.	4/27/2024 5:25 PM
102	Our parks are a huge part of the community. They also say a lot about what we are to our visitors in all seasons.	4/27/2024 5:06 PM
103	I am still bummed about the changes at practice park. The purple park is nice but not great for really little kids with the openings on the big portion.	4/27/2024 5:03 PM
104	City should have all parks looking in top notch condition as I was told one time the parks show how the city takes care of their community and this is correct.	4/27/2024 5:02 PM
105	100% need to remove the giant slide at prentice park or add back a nice (toddler friendly) playground like the one that was their previously from fall 2023 and before that. It was our favorite playground for 1.5 yr old and up but not any more. It's also one of the safest playgrounds in the area for the simple fact it isn't right next to a highway or major road.	4/27/2024 4:40 PM
106	We were very sad with the changes made at Prentice Park playground. So much smaller than it was. My kids loved that park and it was the best one in Ashland. Need to have things do younger kids <5 at prentice park playground. The beaches in Ashland could use some cleaning up and beautification. More summer youth programs. We also need a huge INDOOR playground for kids. Long winters up here, can't always bring kids outside. Also Ashland needs an indoor pool and rec center!	4/27/2024 4:35 PM
107	Prentice Park is horrible. The slide is dangerous. Not little kid friendly.	4/27/2024 4:31 PM
108	Needle bins. Maybe they will put them in there instead of on the ground	4/27/2024 4:05 PM
109	Please make the parks better for small children. The new playground is terrifying to me as a mom of a toddler!	4/27/2024 4:03 PM
110	Please stop tearing down great playground equipment and adding stuff nobody wants. Thanks	4/27/2024 3:46 PM
111	I would like there to be more toddler friendly parks.	4/27/2024 3:26 PM
112	Stop ruining playgrounds	4/27/2024 3:24 PM
113	Keep/build anything to help people be outdoors more, kids and adults. And maintain parks and add flowers/vegetation so we can be proud of our town!	4/27/2024 12:52 PM
114	Hockey adding it	4/27/2024 12:48 PM

Ashland Parks Master Plan Community Survey

115	Incorporate pollinator gardens to replace some of the mowing; replace lighting so that all lighting is dark sky compatible;	4/27/2024 11:10 AM
116	Drugs are a big issue keeping those needles away from kids is priority also having more fun stuff for kids would be great like a splash pad	4/27/2024 11:05 AM
117	Please make prentice park the go to park again. There are no parks in town that are toddler welcoming with the change in prentice park.	4/27/2024 10:09 AM
118	Everyone already pays tons in taxes, isn't there anything Ashland can do for family's to be outside more and enjoy themselves where you don't have to pay for literally everything. Or look for business sponsors etc.	4/27/2024 9:36 AM
119	Trees in Ashland parks and public spaces including along roadways is inadequate compared to other similarly sized communities. Funds such as urban forest grants are available to plant trees, especially along main corridors like lakeshore drive, Main Street, 3rd street, Beaser, Ellis, etc.	4/27/2024 9:30 AM
120	Most of the playgrounds at the parks that have been replaced in recent years seem to be suitable for only a younger age group. The bigger kids don't have as many options for park play, as well as toddler age children. Kids with physical disabilities also struggle with most of the new playgrounds and being able to get out and play is very important for them as well as kids of all ages. The parks can get very crowded for how small most of the playgrounds are, making it almost impossible to go on nice days. Adding more equipment at a few of the parks for both younger and older children would make for a better experience at the park. My family very much so enjoys the summer activities options through parks and rec and look forward to continuing with those. We also utilize the paved trail almost daily. The trail near the pier/ boat landing is rough in a few spots and could use some attention but otherwise we enjoy having the trail to use.	4/27/2024 9:06 AM
121	Please redo prentice park! The new playground is terrible. The children hate it and it is dangerous for the younger kids. The old playground was much better and safe. If you have one goal this year we need a good playgrounds and a indoor playground. These community lacks a good park with a nice playground that is safe for younger kids.	4/27/2024 8:55 AM
122	Regular cheap marketing like social media posts that answer questions people wouldn't think to ask - ex. Looking for somewhere to get together? Pavilion rental highlights / gym rental highlights / whatever - contact us this way to book! Do you guys have equipment rental? That would be a good one too. Cover the same topics regularly. Even if engagement on posts is low there will be some people who scrolled past without engaging, but did see it and now have a seed planted. Even if something really should be replaced or updated, keeping minimum standards of clean and maintained shows the community members that care about it that it is still cared for and they're not forgotten! The East End park was super poorly maintained a few summers ago and it reflected badly on the city in general If a small project (like painting or anything else most people can do) would be an improvement, attempting to gather volunteers to eliminate labor costs and make it possible should be considered. The east end park had a really good community turnout when the college was doing that project. I would volunteer an hour or two of my time to improve a park :)	4/27/2024 8:53 AM
123	More investment in outdoor activities for kids and adults	4/27/2024 8:24 AM
124	Stop tearing down all the parks and putting up junk. Prentice park was a park for all ages. I frequented it daily with my children 4&2 for hours as it's safe away from the road, multiple slides, and out of the wind with shade available. Now there's 1 slide that isn't even age appropriate for my 4yr old. Do better.	4/27/2024 8:24 AM
125	We truly need more for little kids to do in the area. The lake is constantly closed because it's contaminated, or it's too cold. It's not always feasible for little kids to use. The splash pad is so needed and should be a big priority for the community. And we need more for indoor raindays. The kids are the future of this community, and there truly isn't much offered for them in the area. Other than playing at a park outside, you have to travel out of town for children's museums or indoor children's activities.	4/27/2024 8:15 AM
126	Prioritizing safety. Often times there are individuals at parks who are not there because of children , ex. Sleeping, iv/drug use	4/27/2024 8:12 AM
127	Make a map of all listed parks and put it out to the public so they know all the different park	4/27/2024 8:12 AM

Ashland Parks Master Plan Community Survey

options and amenities. Don't participate in no mow may. The parks looked terrible and when they finally were cut the clippings were so thick they could have been picked up!

128	Please finish one task at a time. We need a new dock at Pamida Beach but there was also supposed to be a splash pad completed last fall that never happened but there are a ton of other projects that have been started. When will anything be finished and usable?	4/27/2024 8:09 AM
129	I would like the parks to have something for all ages. The new park at prentice park is so tiny we rarely go there now. We used to use it for birthday parties but there's not a lot for the kids to play on now. I would also like to see something for bigger kids. A trampoline park, ninja warrior course or something like that for multiple ages to enjoy	4/27/2024 8:09 AM
130	My primary priority is to improve park safety for the entire community. The issue of homelessness is causing serious safety worries among park visitors.	4/27/2024 8:07 AM
131	Would like the city to prioritize the repair or replace the Mazlowski boat launch.	4/27/2024 8:06 AM
132	When you are doing this survey, you should provide a map of the parks. We don't know all the technical names of the parks. Also, when they city participated in "no mow May" the parks looked terrible. And then once they did finally get mowed, the grass clippings weren't picked up. So the kids are running through month long clippings and it was so messy. And they parks looked neglected.	4/27/2024 8:00 AM
133	NA	4/27/2024 7:54 AM
134	We need a large indoor space for winter months. BBC doesn't cut it. Check out Little Neechers in Duluth. We need the splash pad moved off the lake because the wind off the lake 90% of the time the wind is awful. We need things repainted or vile words covered up weekly, or every other day. We need prentice park to be like I used to. Much much larger.	4/27/2024 7:41 AM
135	Get rid of the junkies and drug paraphernalia. Deal with the crime epidemic. Reopen the ordoc to residents	4/27/2024 1:58 AM
136	We love the parks that have options for both big and little kids! We really liked the old structure at Prentice Park. Big fans of martial arts at the Bretting Center.	4/26/2024 11:27 PM
137	Please coordinate with other groups (dance, hockey, martial arts, etc) as a one-stop-shop for parents to know what activities are available for their children. Even if true coordination doesn't happen, having information about them would be so helpful.	4/26/2024 11:25 PM
138	Really want to see the splash pad complete!!	4/26/2024 11:16 PM
139	The city needs to focus on funding for the boat launch. A huge percentage of taxpayers use it .	4/26/2024 10:18 PM
140	The Ashland is in need of a community pool that provides swimming lessons. I make me sad to think about all the people in Ashland who don't know how to swim. Many people would be happy with an outdoor community pool that was just open in the summers where swimming lessons could take place.	4/26/2024 9:42 PM
141	The addition of community access to a pool should be at the top of the list!	4/26/2024 7:26 PM
142	Outdoor rock wall, out door go carts	4/26/2024 5:45 PM
143	There need to be park options for toddlers. Safe, manageable, yet interesting. The kreher park play area and the park at bay view are currently great for the 2-5 ages. The reconstruction at prentice park was unfortunate. Moving forward I hope we can at least have diversity among the city parks.	4/26/2024 5:37 PM
144	Update!	4/26/2024 5:33 PM
145	Up keep of ball parks so kids can play (weeding, grooming, bleacher repair) Rules that force dog pickup by dog owners (garbage cans available year around at parks)	4/26/2024 5:24 PM
146	I would like to see a complete waterfront plan completed particularly between Ellis Ave and Bayview Beach, there are several projects not completed in that area or in need of repair. The boat landing- not completed at Kreher Park and the pier which is in need of repair at Bayview are a couple examples. We should be looking at expanding and upgrading Kreher Park Campground, but before doing that let's get a complete plan so we are not wasting time and money! I hope the goal of this survey is to assist in prioritizing our park needs. I then hope the City Administration uses this tool and integrates it with its long range City planning. We don't	4/26/2024 2:35 PM

Ashland Parks Master Plan Community Survey

need more, parks or facilities to maintain we need to keep what we have up to date, clean and as Maintenance free as possible.

147	Repair Bay View Park dock, for use. Also, consider adding a lifeguard, for the swimming area of Bay View Park!!!	4/26/2024 1:12 PM
148	a better cross walk signage/caution lights for the crossing of Hwy 2 trail on the East end of Ashland near Wal-Mart	4/26/2024 12:15 PM
149	We need fenced in parks for the kids. There are no parks in Ashland that have a fence around them and they are all on busy streets. We need some type of fence to ensure children's safety.	4/26/2024 11:18 AM
150	Fix prentice park. Such a joke of a new playground. Fence in Pamida park since it's on the highway.	4/26/2024 11:13 AM
151	I believe the our parks & rec department is doing a wonderful job.	4/26/2024 11:08 AM
152	Look carefully when upgrading or replacing playground equipment. Prentice Park is no longer the wonderful or functional playground it once was. Or even very safe. And the setup at Sandbar rates very low on safety. Besides the slide faces the sun all day and gets dangerously hot for sliding.	4/26/2024 9:03 AM
153	I think that we should provide a robotics team at the Bretting Center using Lego's FIRST Robotics League. The school is not providing this and many good schools in WI are teaching coding and building robots and competing setting students up for so many successful opportunities later on.	4/26/2024 7:38 AM
154	Thank you for your hard work!	4/25/2024 11:06 PM
155	I was very sad and disappointed with the new equipment at Prentice park, we went from having the best park in town to only one thing you can climb up. And it's too big for the little kids and too hard for big people to get up. I really wish more of a survey or something had been sent out.	4/25/2024 10:58 PM
156	You need to maintain the beaches better and keep the parks clean.	4/25/2024 10:57 PM
157	Focus on the basics- trash, weeds, broken stuff. Quit scalping the grass all summer and spend that time picking up garbage!!!	4/25/2024 9:52 PM
158	Thanks for the great parks!	4/25/2024 8:06 PM
159	The lakefront is our best asset, when people come through town, bathrooms should be open and facilities should be in decent repair. What's the story with the dock at Pamida Beach?	4/25/2024 5:47 PM
160	More weekend activities for pre-school children would be greatly appreciated	4/25/2024 4:29 PM
161	The duck and goose poop on beaches in the summer is terrible. It is so nice to be able to bring kids and babies to spend the day at the lake, but the amount of feces there is pretty bad. Also, on the paved paths. We like to walk/rollerblade on the paved paths and it's disgusting rolling into all the crap. Also, the homeless seem to camp out in certain spots along the lake/lakewalk. I have great concern about bringing my children biking etc down along those paths.	4/25/2024 3:35 PM
162	We need a pool and more spaces for our older children.	4/25/2024 3:24 PM
163	The playgrounds are not friendly to kids 5 and under. Now that Prentice Park equipment has been replaced my two youngest children can't use the slide.	4/25/2024 2:25 PM
164	We enjoy the summer programs, but would pay more for them if tmit spared the parks and rec budget.	4/25/2024 2:24 PM
165	Prioritizing repairs for handicap accessibility and long-term maintenance is great!	4/25/2024 2:15 PM
166	We like activities	4/24/2024 5:22 PM
167	Is it possible to divest from underutilized parks (ex: Menard Park)? Appreciate the work that the city does to maintain the parks.	4/22/2024 10:10 AM
168	Maintaining beaches and parks.. Open up dock at Bay View. Clean sand at beaches and better activities at the playground, like prentice park used to be.	4/18/2024 6:30 PM

Ashland Parks Master Plan Community Survey

169	It would be great to get kayak storage near the lake at the Hot pond or Kreher... it's crazy that Ashland is on the water and there's nowhere to store or easily launch a kayak. Please don't turn the hospital ski trail into mountain biking. There's nowhere to ski in Ashland and driving all the way to Ashwabay on a weekday isnt easy if you have a 9-5 job. We need more attractions for the community on the water, not more RV parks for tourists. I walk the waterfront daily and go through Kreher... it's not made for residents and the waterfront needs something that draws residents there. Could we plow or groom the lakefront trail in the winter? Would be great to make that easily accessible year round. Please address the drainage sludge on the new superfund site boardwalk - every time it rains that makes a 15 foot wide swath of slippery sludge that walkers and bikers have to go through - its bad design that wasnt built to go under the pavement	4/18/2024 6:29 PM
170	So disappointed with the new prentice park play ground. My 9 year old grandson was to big for it and couldn't fit to get up to the slide. My 5 year old was scared to death of it. Please make it closer to what it was before. There was fun for all ages and the absolute the best park was had in the area	4/18/2024 6:27 PM
171	Public input on playground equipment choices. Grooming or clearing the waterfront trail for winter use. A playground with a bathroom open during winter. Newsletter sent to homes with upcoming events and offerings.	4/18/2024 6:27 PM
172	I think we could definitely partner with other organizations and businesses to do clean up, work days, etc.	4/18/2024 6:26 PM
173	Walking, biking, jogging, running, snow mobile trails, fatbiking are all great uses for multi-use trails and paths. Maintaining existing paths and adding new paths affects multiple groups of people.	4/18/2024 6:26 PM
174	Sidewalk/bike trail to Brettings	4/18/2024 6:25 PM
175	Extension of access to bike trail to the Brettings plant	4/18/2024 6:24 PM
176	I believe that community input can inform how to prioritize recreational facilities and programming. I believe all the items above are important and believe the City should try to find ways to have the biggest impact for each dollar invested.	4/18/2024 6:24 PM
177	City park staff are amazing! Thanks for all you do! More bike-related facilities. Bike park, MTN bike trails, Bay City creek trails.	4/18/2024 6:24 PM
178	We need more Amenities for bikes, especially for off road/MTB riding.	4/18/2024 6:22 PM
179	Boat launch fee is fine	4/18/2024 6:22 PM

Appendix B:

Maps

EXISTING PARKS AND TRAILS

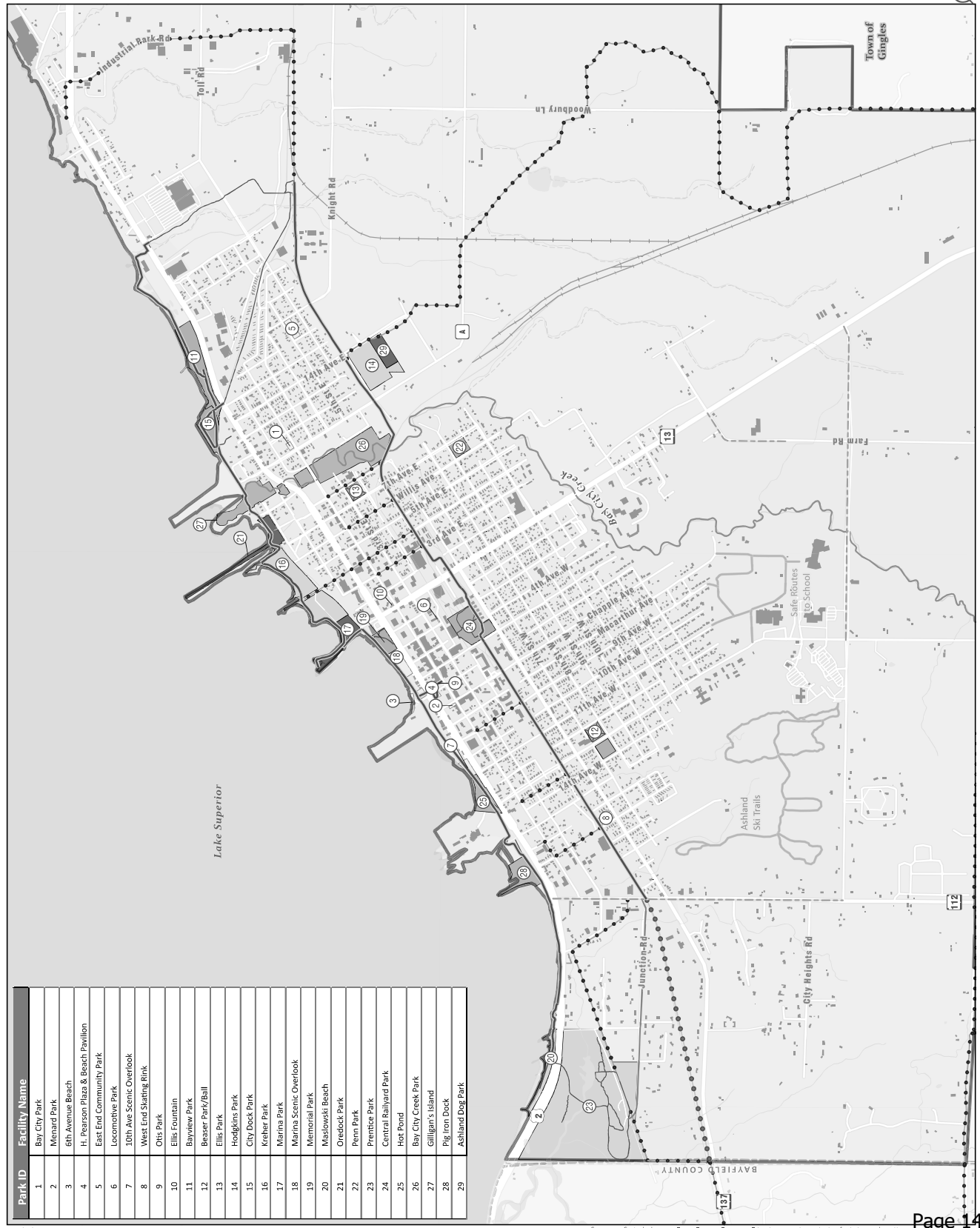
COMPREHENSIVE OUTDOOR RECREATION PLAN (CORP)

CITY OF ASHLAND
ASHLAND COUNTY, WISCONSIN

- City of Ashland Boundary
- Bay City Creek
- Waterbody
- Trail Type
 - Ashland Rails-To-Trails System (ARTS)
 - Community Trail
 - Bike Lane
 - Bike Route
 - Park/Pedestrian Trail
 - Seasonal Snowmobile/Pedestrian
 - Snowmobile Trail/Allowed on Road
- Park Classification
 - Mini Park
 - Community Park
 - Neighborhood Park
 - Special Use Park
 - Undeveloped Park

Data Sources: Ashland County GIS (2023)
City of Ashland Public Works (2023)
Aerial: WDNW (Latest Aerial Ortho)
Trail Solutions - Trail Data: Received 2025

Sources: Esri, TomTom, Garmin, FAO NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



Park ID	Facility Name
1	Bay City Park
2	Merand Park
3	6th Avenue Beach
4	H. Pearson Plaza & Beach Pavilion
5	East End Community Park
6	Locomotive Park
7	10th Ave Scenic Overlook
8	West End Slatling Blank
9	Otto Park
10	Ellis Fountain
11	Bayview Park
12	Reaser Park/Ball
13	Ellis Park
14	Hodgkins Park
15	City Dock Park
16	Krisher Park
17	Marina Park
18	Marina Scenic Overlook
19	Memorial Park
20	Maslow's Beach
21	Oredock Park
22	Penn Park
23	Prentice Park
24	Central Railyard Park
25	Hot Pond
26	Bay City Creek Park
27	Gilligan's Island
28	Pig Iron Dock
29	Ashland Dog Park

10-Minute Walk Time to Parks

COMPREHENSIVE OUTDOOR RECREATION PLAN (CORP)

CITY OF ASHLAND
ASHLAND COUNTY, WISCONSIN

- City of Ashland Boundary

Bay City Creek

Waterbody

Trail Type

Ashland Rails-To-Trails System (ARTS)

Community Trail

Bike Lane

Bike Route

Park/Pedestrian Trail

Seasonal Snowmobile/Pedestrian

Snowmobile Trail/Allowed on Road

10-Minute Walk Time to City Park

Residentially Zoned Area Underserved by Parks

Park Classification

Mini Park

Community Park

Neighborhood Park

Special Use Park

Undeveloped Park

Data Sources: Ashland County GIS (2023)
City of Ashland Public Works (2023)
Aerial: WDNr (Latest Leaflet)
Trail Solutions - Trail Data: Received 2025
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1	Bay City Park
2	Menard Park
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4	H. Pearson Plaza & Beach Pavilion
5	East End Community Park
6	Loomotive Park
7	10th Ave Scenic Overlook
8	West End Skating Rink
9	Otto Park
10	Ellis Fountain
11	Bayview Park
12	Reaser Park/Ball
13	Ellis Park
14	Hodgkins Park
15	City Dock Park
16	Kreher Park
17	Marina Park
18	Marina Scenic Overlook
19	Memorial Park
20	Maslowski Beach
21	Oredock Park
22	Penn Park
23	Prentice Park
24	Central Railyard Park
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21	Oredock Park
22	Penn Park
23	Prentice Park
24	Central Rallyard Park
25	Hot Pond
26	Bay City Creek Park
27	Silligan's Island
28	Pig Iron Dock
29	Ashland Dog Park



Zoning Code	Description
R-E	Residential Estate
R-1	Single Family Residential
R-2	Single & Two-Family Residential
R-4	High Density Residential
MHC	Manufactured Home Community
MRC	Mixed Residential/Commercial
W-SFR	Waterfront Single Family Residential
W-MRC	Waterfront Mixed Residential/Commercial
W-CRM	Waterfront Conference Residential Mix

City Residential Zoning

COMPREHENSIVE OUTDOOR RECREATION PLAN (CORP)

CITY OF ASHLAND

ASHLAND COUNTY, WISCONSIN

- City of Ashland Boundary
- Bay City Creek
- Waterbody
- Ashland City Park
- Trail Type
- Ashland Rails-To-Trails System (ARTS)
- Community Trail
- Bike Lane
- Bike Route
- Park/Pedestrian Trail
- Seasonal Snowmobile/Pedestrian
- Snowmobile Trail/Allowed on Road

Data Sources: Ashland County GIS (2023)
City of Ashland Public Works (2023)
Aerial: WDNR (Latest Aerial Ortho)
Trail Solutions - Trail Data: Received 2023

Sources: Esri, TomTom, Garmin, FAO NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

MSA 0 0.25 0.5 Miles

Park ID	Facility Name
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23	Prentice Park
24	Central Rallyard Park
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28	Pig Iron Dock
29	Ashland Dog Park



PROPOSED PARKS AND TRAILS

COMPREHENSIVE OUTDOOR RECREATION PLAN (CORP)

CITY OF ASHLAND
ASHLAND COUNTY, WISCONSIN

- City of Ashland Boundary
- Bay City Creek
- Waterbody
- Proposed Park
- Proposed Concept Trails
- Gravel Path
- Beginner Bike Optimized Trail
- Beginner Single Track Trail
- Intermediate Single Track Trail
- Existing Trail Type
- Ashland Rails-To-Trails System (ARTS)
- Community Trail
- Bike Lane
- Bike Route
- Park/Pedestrian Trail
- Seasonal Snowmobile/Pedestrian
- Snowmobile Trail/Allowed on Road
- Park Classification
- Mini Park
- Community Park
- Neighborhood Park
- Special Use Park
- Undeveloped Park

Data Sources: Ashland County GIS (2023)
City of Ashland Public Works (2023)
Aerial: WDNR (Latest Leaflet)
Trail Solutions - Trail Data: Received 2025; Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



Appendix C:

2024 Kraus-Anderson Facility Conditions Assessment

Ashland Dog Park							
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)
Situswork/Building Earthwork							
Ashland Dog Park 3 picnic tables 2 poop bag dispensers Fencing all the way around 6 gates Gravel parking lot	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$ 7,750
Ashland Dog Park Total: \$							7,750
Bay City Park							
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)
Situswork/Building Earthwork							
Swing Set	Capital- Replace	4-Poor	2-Medium	1990	30	2025	\$ 39,000
Picnic Tables	Capital- Replace	4-Poor	2-Medium	1990	30	2025	\$ 6,500
Jungle Gym	Capital- Replace	4-Poor	2-Medium	1990	30	2025	\$ 13,000
Jungle Gym	Capital- Replace	4-Poor	2-Medium	1990	30	2025	\$ 9,750
Metal Slide Feature	Capital- Replace	4-Poor	2-Medium	1990	30	2025	\$ 19,500
Gazebo	Capital- Replace	4-Poor	2-Medium	1990	30	2025	\$ 13,000
Wooden Fence	Capital- Replace	4-Poor	2-Medium	1990	30	2025	\$ 6,500
Benches	Capital- Replace	4-Poor	2-Medium	1990	30	2025	\$ 3,900
BBQ	Capital- Replace	4-Poor	2-Medium	1990	30	2025	\$ 1,300
Aarrow Shaped Climb Feature	Capital- Replace	4-Poor	2-Medium	1990	30	2025	\$ 13,000
Bay City Park Total: \$							125,450
Bayview Park							
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)
Situswork/Building Earthwork							
Building- main power is here	Maintenance (Break Fix Item)	3-Fair	2-Medium	1960	70	2030	\$ 19,375

Concrete - trip hazard	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	0	2025	\$	975
Parking Lot A	Asphalt/Bituminous-Mill and Overlay	3-Fair	2-Medium	2000	25	2025	\$	37,123
Parking Lot B	Asphalt/Bituminous-Seal coat, crushed rock and Restripe	3-Fair	2-Medium	2000	25	2025	\$	202,925
Bit Path	Asphalt/Bituminous-Mill and Overlay	3-Fair	2-Medium	2000	30	2030	\$	28,892
Benches (3)	Capital Replace	3-Fair	2-Medium	2000	30	2030	\$	6,975
Pavilion	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$	11,625
Monument Sign	Capital Replace	3-Fair	2-Medium	2000	30	2030	\$	775
Exterior Enclosure								
Windows (6) 2 x 4	Capital Replace	3-Fair	2-Medium	1980	45	2025	\$	4,680
Roof								
Roof B	Roof- Asphalt Replace	3-Fair	2-Medium	2000	25	2025	\$	10,764
Roof C	Roof- EPDM Replace	3-Fair	2-Medium	2000	20	2025	\$	11,268
Roof A	Roof- Metal Replace	3-Fair	2-Medium	2000	30	2030	\$	52,592
Interior Construction								
Restrooms	Renovation- Medium	4-Poor	1-Low	1980	30	2025	\$	25,735
Special Construction								
Big Swing	Maintenance (Break Fix Item)	3-Fair	1-Low	1980	30	2025	\$	2,600
Big PG feature	Maintenance (Break Fix Item)	3-Fair	1-Low	2000	30	2030	\$	7,750
Playground Sign	Maintenance (Break Fix Item)	3-Fair	1-Low	2000	30	2030	\$	5,425
Small PG feature	Maintenance (Break Fix Item)	3-Fair	1-Low	2022	30	2052		TBD
Swing	Maintenance (Break Fix Item)	2-Good	1-Low	2022	30	2052		TBD
Small PG feature	Maintenance (Break Fix Item)	3-Fair	1-Low	2022	30	2052		TBD
Plumbing								
Drinking Fountain	Capital Replace	3-Fair	1-Low	1980	30	2025	\$	5,850
HVAC								

Unit Heater	Capital Replace	4-Poor	3-High	1980	40	2025	\$	6,500
Bayview Park Total: \$ 441,828								
Beaser Park /Ball Fields								
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)	
Sitework/Building Earthwork								
Beaser park Baseball field	Maintenance (Break Fix Item)	3-Fair	2-Medium	1990	35	2025	\$	9,750
Beaser park bleachers(2)	Maintenance (Break Fix Item)	3-Fair	2-Medium	1990	35	2025	\$	19,500
Beaser park fence	Maintenance (Break Fix Item)	3-Fair	2-Medium	1990	35	2025	\$	13,000
Beaser park sugouts(2)	Maintenance (Break Fix Item)	4-Poor	2-Medium	1990	35	2025	\$	1,300
Beaser Park Softball fields 2 dugouts - metal roofs 1 bleacher Flag pole 1 backstop 1 manual score board 1 park sign (2 sided) 1 flag pole	Maintenance (Break Fix Item)	3-Fair	2-Medium	1990	35	2025	\$	19,500
Beaser Park BB court w/2 hoops	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	25	2025	\$	9,750
Swing Set	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$	11,625
Jungle Gym	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$	11,625
Merry go round	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$	11,625
Gazebo	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$	11,625
Beaser Park /Ball Fields Total: \$							119,300	
Central Railway Park								

Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)
Sitework/Building Earthwork							
Sidewalk	Sidewalk- Replace	3-Fair	2-Medium	2000	25	2025	\$ 26,000
Parking Lot A	Asphalt/Bituminous-Mill and Overlay	3-Fair	2-Medium	2000	15	2025	\$ 71,406
Playground-1 play set	Capital Replace	3-Fair	2-Medium	2000	30	2030	\$ 23,250
Tennis court fencing	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$ 7,750
Pavilion	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$ 11,625
Bleachers(4)	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$ 31,000
Scoreboards(2)	Capital Replace	4-Poor	2-Medium	2000	30	2030	\$ 23,250
Fence for fields	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$ 11,625
Dugouts(4)	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$ 6,200
Baseball field(2)	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$ 23,250
Tennis courts(2)	Maintenance (Break Fix Item)	3-Fair	2-Medium	2021	10	2031	\$ 64,000
Exterior Enclosure							
Exterior Façade	Maintenance (Break Fix Item)	2-Good	2-Medium	2000	30	2030	\$ 15,500
Windows (10)	Windows- Replace Pane/Panes/IGU	2-Good	2-Medium	2000	30	2030	\$ 37,781
Roof							
Roof A	Roof- Asphalt Replace	3-Fair	2-Medium	2000	25	2025	\$ 53,414
Roof B	Roof- Asphalt Replace	3-Fair	2-Medium	2000	25	2025	\$ 23,369
Interior Construction							
Corridor	Renovation- Light	3-Fair	1-Low	2000	30	2030	\$ 4,456
Restrooms	Renovation- Heavy	3-Fair	1-Low	2000	30	2030	\$ 44,873
Event space / concessions	Renovation- Light	2-Good	1-Low	2000	30	2030	\$ 21,196
Equipment Furniture							
Oven Range	Capital Replace	4-Poor	2-Medium	2000	30	2030	\$ 3,100
Slushee Machine	Capital Replace	3-Fair	1-Low	2000	30	2030	\$ 1,550

Beverage cooler	Capital Replace	4-Poor	2-Medium	2000	30	2030	\$	3,875
Refrigerator	Capital Replace	4-Poor	2-Medium	2000	30	2030	\$	3,875
Special Construction								
Baby jungle gym	Maintenance (Break Fix Item)	3-Fair	1-Low	2002	30	2032	\$	4,125
Tieder Totter	Maintenance (Break Fix Item)	3-Fair	1-Low	2002	30	2032	\$	2,475
Climbing platforms	Maintenance (Break Fix Item)	3-Fair	1-Low	2002	30	2032	\$	3,300
Small jungle gym	Maintenance (Break Fix Item)	3-Fair	1-Low	2002	30	2032	\$	4,125
Adaptive Swing	Maintenance (Break Fix Item)	3-Fair	1-Low	2002	30	2032	\$	2,475
Bench	Capital Replace	3-Fair	1-Low	2002	30	2032	\$	2,475
2 spring cars	Maintenance (Break Fix Item)	3-Fair	1-Low	2002	30	2032	\$	1,650
Big play feature	Maintenance (Break Fix Item)	3-Fair	1-Low	2002	30	2032	\$	12,375
Swings	Maintenance (Break Fix Item)	3-Fair	1-Low	2002	30	2032	\$	3,300
Fire Protection								
Fire panel	Capital Replace	3-Fair	3-High	2000	25	2025	\$	26,000
Plumbing								
Hot Water Heater	Capital Replace	3-Fair	2-Medium	2000	20	2025	\$	4,550
Hi/lo drinking fountain	Capital Replace	3-Fair	1-Low	2000	30	2030	\$	6,975
HVAC								
Boiler	Capital Replace	3-Fair	1-Low	2000	25	2025	\$	13,000
Electrical								
Lights(4)	Capital Replace	3-Fair	2-Medium	2000	40	2040		TBD
Main Electrical Panel	Capital Replace	3-Fair	3-High	2000	40	2040		TBD
Electronic Safety & Security								
Data	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	20	2025	\$	6,500
Central Railyard Park Total:							\$	586,171
East End Community Park								
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)	

Sitework/Building Earthwork							
East end skating rink	Maintenance (Break Fix Item)	4-Poor	2-Medium	1990	35	2025	\$ 19,500
Warming house with 2 small restrooms							
Furnace							
Lighting control							
East end community park	Maintenance (Break Fix Item)	2-Good	2-Medium	2022	15	2037	TBD
East End Community Park Total: \$ 19,500							
Ellis Park							
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)
Sitework/Building Earthwork							
Merry go round	Capital- Replace	3-Fair	2-Medium	1980	30	2025	\$ 19,500
Tieder Todder	Capital- Replace	3-Fair	2-Medium	1980	30	2025	\$ 13,000
Ellis Park Basketball court w/2 hoops	Maintenance (Break Fix Item)	3-Fair	2-Medium	1990	30	2025	\$ 19,500
Jungle Gym	Capital- Replace	3-Fair	2-Medium	2005	30	2035	TBD
Swing Set	Maintenance (Break Fix Item)	3-Fair	2-Medium	2005	30	2035	TBD
Jungle Gym	Maintenance (Break Fix Item)	3-Fair	2-Medium	2005	30	2035	TBD
Workout Set	Maintenance (Break Fix Item)	3-Fair	2-Medium	2005	30	2035	TBD
Ropes Climbing	Maintenance (Break Fix Item)	3-Fair	2-Medium	2005	30	2035	TBD
Domed Climbing Set	Maintenance (Break Fix Item)	3-Fair	2-Medium	2005	30	2035	TBD
Bench	Capital- Replace	3-Fair	2-Medium	2005	30	2035	TBD
Solar Bench	Capital- Replace	3-Fair	2-Medium	2005	30	2035	TBD
Ellis Park Pavillion	Maintenance (Break Fix Item)	2-Good	2-Medium	2010	30	2040	TBD
Ellis Park Total: \$ 52,000							
Hodgkins Park							
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)

Sitework/Building Earthwork									
Parking lot - gravel	Capital Replace	3-Fair	2-Medium	1990	35	2025	\$	52,743	
Entry fence (iron with brick columns and sign)	Capital- Replace	3-Fair	2-Medium	1990	35	2025	\$	1,300	
Ticket booth	Capital- Replace	3-Fair	2-Medium	1990	35	2025	\$	650	
Pavillion									
6 picnic tables Asphalt shingled roof 1 sign	Capital- Replace	3-Fair	2-Medium	1990	35	2025	\$	9,750	
Dugouts(2)	Maintenance (Break Fix Item)	3-Fair	2-Medium	1990	35	2025	\$	1,300	
Fence	Maintenance (Break Fix Item)	3-Fair	2-Medium	1990	35	2025	\$	6,500	
Womens Soft ball field	Maintenance (Break Fix Item)	3-Fair	2-Medium	1990	35	2025	\$	9,750	
Fence	Maintenance (Break Fix Item)	3-Fair	2-Medium	1990	35	2025	\$	9,750	
Hardball Baseball field 4 bleachers 1 sheltered bleachers 8 (6) headed light posts 2 dugouts 1 electronic score board Restrooms (see floor plan for photos)	Capital- Replace	4-Poor	2-Medium	1990	35	2025	\$	32,500	
Dugouts (2)	Maintenance (Break Fix Item)	4-Poor	2-Medium	1990	35	2025	\$	3,250	
Mens softball field	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$	11,625	
Concessions Metal roof Metal siding Purchased 2022	Maintenance (Break Fix Item)	3-Fair	2-Medium	2022	15	2037		TBD	
Interior Construction									
Restrooms	Renovation-Medium	3-Fair	1-Low	1990	30	2025	\$	13,504	
Concessions and storage	Renovation-Medium	3-Fair	1-Low	1990	30	2025	\$	9,555	
Equipment Furniture									
Refrigerator	Capital- Replace	3-Fair	2-Medium	1990	35	2025	\$	2,600	

Special Construction									
Monument sign - wood	Capital Replace	3-Fair	1-Low	1990	35	2025	\$	650	
Swing	Capital Replace	2-Good	1-Low	2005	30	2035			TBD
Medium play feature	Capital Replace	3-Fair	1-Low	2005	30	2035			TBD
Plumbing									
Sink	Capital- Replace	3-Fair	2-Medium	1990	35	2025	\$	975	
Electrical									
Field lights(6)	Capital Replace	3-Fair	3-High	1990	40	2030	\$	232,500	
Electrical panel	Capital Replace	4-Poor	3-High	1990	40	2030	\$	7,750	
Lights(5)	Maintenance (Break Fix Item)	3-Fair	3-High	1990	40	2030	\$	155,000	
							Hodgkins Park Total: \$ 561,652		
Howard Pearson Plaza & Beach Pavilion									
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)		
Sitework/Building Earthwork									
Sidewalk(lower) and tunnel	Maintenance (Break Fix Item)	2-Good	2-Medium	2015	15	2030	\$	7,750	
Pavillion(3)	Maintenance (Break Fix Item)	2-Good	2-Medium	2018	15	2033	\$	12,750	
Boulder Retaining wall	Maintenance (Break Fix Item)	2-Good	2-Medium	2018	15	2033	\$	4,250	
Fence	Maintenance (Break Fix Item)	2-Good	2-Medium	2018	15	2033	\$	2,550	
Sidewalk and Steps	Maintenance (Break Fix Item)	2-Good	2-Medium	2018	15	2033	\$	12,750	
Roof									
Concessions stand - roof shingles	Roof-Asphalt Replace	2-Good	1-Low	2000	25	2025	\$	1,560	
Interior Construction									
Restroom	Renovation- Light	3-Fair	1-Low	2010	22	2032	\$	12,375	
Special Construction									
Flag pole	Capital Replace	2-Good	1-Low	2000	40	2040			TBD
Plumbing									
Plumbing	Maintenance (Break Fix Item)	3-Fair	2-Medium	2010	20	2030	\$	1,550	
Hot Water Heater	Capital Replace	3-Fair	2-Medium	2010	20	2030	\$	1,550	

Hi/lo drinking fountain	Capital Replace	3-Fair	2-Medium	2010	30	2040	TBD
HVAC							
Electric heater	Capital Replace	2-Good	1-Low	2000	40	2040	TBD
Electrical							
Surge Protector	Capital Replace	3-Fair	3-High	2010	20	2030	\$ 2,325
Main electrical panel	Capital Replace	3-Fair	3-High	2010	40	2050	TBD
Wall packs(5)	Capital Replace	2-Good	3-High	2015	30	2045	TBD
Howard Pearson Plaza & Beach Pavilion Total: \$ 59,410							
Kreher Park							
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)
Sitework/Building Earthwork							
Garbage Enclosure	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	25	2025	\$ 6,500
Parking Lot A	Asphalt/Bituminous-Mill and Overlay	3-Fair	2-Medium	2000	25	2025	\$ 213,226
Parking Lot B	Asphalt/Bituminous-Mill and Overlay	4-Poor	2-Medium	2000	25	2025	\$ 63,638
Gravel Parking Area	Asphalt/Bituminous-Mill and Overlay	4-Poor	2-Medium	2000	25	2025	\$ 44,569
Asphalt Drives	Asphalt/Bituminous-Mill and Overlay	4-Poor	2-Medium	2000	25	2025	\$ 65,042
Pavilion	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	25	2025	\$ 13,000
sidewalk	Concrete- Replace	4-Poor	2-Medium	2000	25	2025	\$ 9,750
Small Pavillion	Capital Replace	3-Fair	2-Medium	2000	25	2025	\$ 3,250
Monument sign	Capital Replace	3-Fair	2-Medium	2010	20	2030	\$ 775
Exterior Enclosure							
Overhead shutter	Capital Replace	3-Fair	2-Medium	1980	45	2025	\$ 10,400
Overhead Garage Door	Capital Replace	5-Critical	2-Medium	1980	45	2025	\$ 13,000
Roof							
Roof A	Roof- Standing Seam Replace	3-Fair	2-Medium	1980	30	2025	\$ 46,332
Roof B	Roof- Standing Seam Replace	3-Fair	2-Medium	1980	30	2025	\$ 62,205
Roof - metal (trash enclosure)	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$ 775

Roof - asphalt shingles	Roof- Asphalt Replace	3-Fair	2-Medium	2000	30	2030	\$	3,720
Interior Construction								
Bathrooms	Renovation- Medium	3-Fair	1-Low	1980	30	2025	\$	36,946
Shower Room	Renovation- Medium	3-Fair	1-Low	1980	30	2025	\$	43,061
Special Construction								
Swing Set	Maintenance (Break Fix Item)	3-Fair	1-Low	2000	30	2030	\$	3,100
Jungle Gym	Maintenance (Break Fix Item)	3-Fair	1-Low	2000	30	2030	\$	7,750
Plumbing								
Non potable camper water fill	Capital Replace	3-Fair	3-High	1980	45	2025	\$	4,550
Sewer sump	Maintenance (Break Fix Item)	3-Fair	3-High	1980	45	2025	\$	6,500
Drinking fountain	Capital Replace	3-Fair	1-Low	1980	30	2025	\$	5,850
RV Water Connections (23)	Maintenance (Break Fix Item)	3-Fair	3-High	1990	35	2025	\$	22,425
Hot water	Capital Replace	2-Good	3-High	2018	30	2048	\$	-
Electrical								
Main electrical panel	Capital Replace	4-Poor	3-High	1980	40	2025	\$	9,750
Wall packs (5)	Capital Replace	4-Poor	2-Medium	1980	30	2025	\$	4,875
RV electrical connections (23)	Capital Replace	3-Fair	3-High	1990	30	2025	\$	6,500
Electronic Safety and Security								
Data	Maintenance (Break Fix Item)	3-Fair	2-Medium	1980	20	2025	\$	6,500
							Kreher Park: \$ 713,988	
Maslowski Beach								
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)	
Sitework/Building Earthwork								
Sidewalk	Sidewalk- Replace	3-Fair	2-Medium	2000	25	2025	\$	9,750
Fountain	Maintenance (Break Fix Item)	2-Good	1-Low	2000	25	2025	\$	6,500
Bathroom house	Maintenance (Break Fix Item)	2-Good	1-Low	2000	30	2030	\$	15,500
Artesian Water - metal roof	Roof-Metal Replace	3-Fair	2-Medium	2000	30	2030	\$	1,550
Volleyball court	Maintenance (Break Fix Item)	3-Fair	1-Low	2010	20	2030	\$	7,750

Parking Lot A	Asphalt/Bituminous-Mill and Overlay	3-Fair	2-Medium	2015	17	2032	\$	198,132
Parking Lot B	Asphalt/Bituminous-Mill and Overlay	3-Fair	2-Medium	2015	17	2032	\$	135,181
Monument sign	Maintenance (Break Fix Item)	2-Good	1-Low	2018	10	2028	\$	698
Roof								
Roof A	Roof-Metal Replace	3-Fair	2-Medium	2000	30	2030	\$	99,510
Interior Construction								
Women's Restroom	Renovation-Medium	3-Fair	1-Low	2000	30	2030	\$	55,595
Special Construction								
small play feature(2)	Maintenance (Break Fix Item)	2-Good	1-Low	2015	30	2045		TBD
small play feature	Maintenance (Break Fix Item)	2-Good	1-Low	2015	30	2045		TBD
medium play feature	Maintenance (Break Fix Item)	2-Good	1-Low	2015	30	2045		TBD
Swing	Maintenance (Break Fix Item)	2-Good	1-Low	2015	30	2045		TBD
Plumbing								
Hot water Heater	Capital Replace	4-Poor	2-Medium	2000	25	2025	\$	1,950
Sump pump	Capital Replace	4-Poor	2-Medium	2000	25	2025	\$	1,950
Water tank for well	Capital Replace	3-Fair	3-High	2000	30	2030	\$	3,875
HVAC								
Exhaust Fan	Capital Replace	4-Poor	1-Low	2000	30	2030	\$	1,550
Electrical								
Electrical panel	Capital Replace	4-Poor	3-High	2000	40	2040		TBD
							Maslowski Beach: \$ 539,491	
Memorial Park								
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)	
Sitework/Building Earthwork								
Stage brick/concrete	Maintenance (Break Fix Item)	3-Fair	2-Medium	1940	50	2025	\$	13,000
Band shell grounds	Maintenance (Break Fix Item)	2-Good	2-Medium	1950	50	2025	\$	6,500

Steps and Wood Fence w/ RR tie edging	Maintenance (Break Fix Item)	4-Poor	2-Medium	1980	50	2030	\$	7,750
Stairs for stage - top stair height is not code	Maintenance (Break Fix Item)	3-Fair	3-High	1980	50	2030	\$	19,375
Building Structure								
Interior brick of storage space to the west	Capital Replace	5-Critical	1-Low	1950	30	2025	\$	5,655
Exterior Enclosure								
Brick Façade, NW corner is the worst, no vapor barrier, moisture is leaking in from the flat roof above.	Maintenance (Break Fix Item)	5-Critical	2-Medium	1950	75	2025	\$	43,550
Roof								
Roof A	Roof- EPDM Replace	4-Poor	2-Medium	1980	30	2025	\$	30,758
Roof A	Roof- EPDM Replace	4-Poor	2-Medium	1980	30	2025	\$	12,704
Interior Construction								
Storage	Maintenance (Break Fix Item)	4-Poor	1-Low	1950	75	2025	\$	6,500
Equipment Furniture								
Benches (65) Legs are in concrete footings. COA is contemplating removing benches and replacing with a concrete pad	Capital Replace	4-Poor	3-High	1990	35	2025	\$	138,450
Electrical								
Breaker box	Capital Replace	3-Fair	3-High	1990	40	2030	\$	7,750
							Memorial Park: \$ 291,992	
Menard Park								
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)	
Sitework/Building Earthwork								
Menard Park - brick pavers, gazebo, drinking fountain	Maintenance (Break Fix Item)	4-Poor	2-Medium	2000	25	2025	\$	6,500
							Menard Park: \$ 6,500	
Otis Park								
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)	

Sitetework/Building Earthwork							
Otis Park - 6 benches and pavers	Maintenance (Break Fix Item)	2-Good	2-Medium	2000	30	2030	\$ 7,750
Otis Park: \$ 7,750							
Penn Park							
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)
Sitetework/Building Earthwork							
Penn baseball field dugouts(2)	Maintenance (Break Fix Item)	3-Fair	2-Medium	1990	35	2025	\$ 1,300
Penn baseball field fence	Maintenance (Break Fix Item)	3-Fair	2-Medium	1990	35	2025	\$ 6,500
Penn Scoreboard	Capital Replace	3-Fair	2-Medium	1990	35	2025	\$ 9,750
Penn Baseball field	Maintenance (Break Fix Item)	3-Fair	2-Medium	1990	35	2025	\$ 9,750
Penn Baseball Park 2 dugouts 2 bleachers 1 backstop 1 concessions building	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	35	2035	TBD
Penn Park: \$ 27,300							
Prentice Park							
Description of work	Resolution	Current Condition	Criticality	Installed year	Expected Years of Service	Replacement Year	Total (with Inf.)
Sitetework/Building Earthwork							
Restroom exterior	Maintenance (Break Fix Item)	3-Fair	1-Low	1990	35	2025	\$ 6,500
Cold Storage	Capital Replace	4-Poor	2-Medium	1990	35	2025	\$ 162,500
Boardwalks	Capital Replace	3-Fair	2-Medium	2000	25	2025	\$ 9,750
Volleyball court	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	25	2025	\$ 6,500
Sinking sidewalk	Concrete- Repair	3-Fair	2-Medium	2000	25	2025	\$ 650
Concession stand	Maintenance (Break Fix Item)	3-Fair	1-Low	2000	30	2030	\$ 7,750

Pavillion	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$	7,750
Pavillion	Maintenance (Break Fix Item)	2-Good	2-Medium	2000	30	2030	\$	7,750
Parking A	Asphalt/Bituminous-Mill and Overlay	3-Fair	2-Medium	2010	20	2030	\$	101,953
Asphalt Drives	Asphalt/Bituminous Mill and Overlay	3-Fair	2-Medium	2010	20	2030	\$	338,179
Prentice Park West Restrooms - metal roof	Capital Replace	3-Fair	2-Medium	2016	30	2046		TBD
Exterior Enclosure								
Windows (4) 1 x2	Windows- Replace Pane/Panes/IGU	3-Fair	2-Medium	1990	30	2025	\$	780
Shower building	Maintenance (Break Fix Item)	2-Good	2-Medium	2016	20	2036		TBD
Windows - (2) 1x2	Windows- Replace Pane/Panes/IGU	2-Good	2-Medium	2016	30	2046		TBD
Windows 1x 2 (2)	Capital Replace	3-Fair	2-Medium	2016	30	2046		TBD
Roof								
Roof A	Roof- Metal Replace	3-Fair	2-Medium	1990	30	2025	\$	148,122
Roof B	Roof- Metal Replace	3-Fair	2-Medium	1990	30	2025	\$	47,268
Roof D	Roof- Metal Replace	3-Fair	2-Medium	1990	30	2025	\$	28,041
Roof C	Roof- Metal Replace	3-Fair	2-Medium	1990	30	2025	\$	17,823
Roof E	Roof- Metal Replace	3-Fair	2-Medium	1990	30	2025	\$	60,372
Roof F	Roof- Asphalt Replace	3-Fair	2-Medium	1990	30	2025	\$	18,408
Interior Construction								
Restrooms	Renovation- Medium	4-Poor	1-Low	1990	30	2025	\$	91,600.60
Concession stand	Renovation- Light	3-Fair	1-Low	2000	30	2030	\$	18,290.00
Restrooms	Renovation-Light	3-Fair	1-Low	2016	30	2046	TBD	
Special Construction								
Merry go round	Maintenance (Break Fix Item)	2-Good	1-Low	2010	30	2040	TBD	
Big play feature	Maintenance (Break Fix Item)	2-Good	1-Low	2010	30	2040	TBD	
Swing	Maintenance (Break Fix Item)	2-Good	1-Low	2010	30	2040	TBD	
Plumbing								

Drinking fountain	Capital Replace	4-Poor	2-Medium	1990	30	2025	\$	5,850.00
Grinder pump lift station	Maintenance (Break Fix Item)	2-Good	3-High	2000	25	2025	\$	6,500.00
RV campsites (7) water and sewer hookups	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	25	2025	\$	6,500.00
Water Heater	Capital Replace	4-Poor	2-Medium	2000	25	2025	\$	4,550.00
Submersible Motor control	Capital Replace	2-Good	3-High	2000	30	2030	\$	7,750.00
Artesian well	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$	11,625.00
Well	Maintenance (Break Fix Item)	3-Fair	2-Medium	2000	30	2030	\$	15,500.00
Well - Water system tanks (2)	Capital Replace	3-Fair	3-High	2015	30	2045	TBD	
Water heater	Capital Replace	3-Fair	3-High	2016	20	2036	TBD	
Water heater expansion tank	Capital Replace	3-Fair	3-High	2016	30	2046	TBD	
Hi/lo drinking fountain	Capital Replace	3-Fair	1-Low	2016	30	2046	TBD	
HVAC								
Water heater	Capital Replace	4-Poor	3-High	1990	35	2025	\$	6,500.00
Furnace - doesn't work. They use a portable heater	Capital Replace	5-Critical	3-High	1990	35	2025	\$	13,000.00
Unit heater for men's RR	Capital Replace	3-Fair	1-Low	1990	40	2030	\$	7,750.00
Unit heater in Women's RR	Capital Replace	3-Fair	1-Low	1990	40	2030	\$	7,750.00
Unit Heater	Capital Replace	3-Fair	3-High	1990	40	2030	\$	7,750.00
Pressure tank for well	Capital Replace	3-Fair	3-High	2016	30	2046	TBD	
Exhaust fan in mechanical room	Capital Replace	2-Good	1-Low	2016	40	2056	TBD	
Electrical								
Exterior light (4)	Capital Replace	4-Poor	3-High	1990	40	2030	\$	4,650.00
Timer for RR exhaust fans	Capital Replace	3-Fair	3-High	1990	40	2030	\$	10,075.00
Electrical panel	Capital Replace	3-Fair	3-High	1990	40	2030	\$	7,750.00
RV camground(7) electrical hookups	Maintenance (Break Fix Item)	3-Fair	3-High	2000	30	2030	\$	5,425.00
Electrical panel	Capital Replace	2-Good	3-High	2016	40	2056	TBD	
Electronic Safety and Security								
Security cameras	Maintenance (Break Fix Item)	3-Fair	2-Medium	2015	20	2035		TBD
Security Camera	Maintenance (Break Fix Item)	3-Fair	2-Medium	2015	20	2035		TBD
							Prentice Park: \$	1,208,911

Appendix D:

APR 2025-2030 Capital Improvement Projects

PARKS and RECREATION

CITY OF ASHLAND CAPITAL PROJECTS AND MAJOR MAINTENANCE 2025 - 2030

ALL ESTIMATES									
Dept ID	Notes	Project Year	Project Description	Priority	Estimated Cost	Outside Source	Outside Amount	Funding \$ needed	
APR	In Progress	2025	East End Community Park - Over the past two years the old tennis court has been repaved and turned into a basketball and pickleball courts, new playground has been purchased (installed fall 2023 or spring 2024). Staff is seeking funding for the renovation of the aging warming house with ADA compliant bathrooms and a larger concession stand and skate rental space.	4	40,000	CIP Donations	35,000	5,000	
APR	In Progress	2025	Rehabilitation Plan of the Bay City Creek Riparian Corridor - The City of Ashland has been awarded a USFWS Coastal Program Grant and waiting on a GLRI Grant to do an assessment and create a management plan to rehabilitate the Bay City Creek corridor and improve water quality as it runs into Lake Superior.	5	750,000	GLRI USFWS Grant	750,000	0	
Park	Funding Awarded	2025	ARTS Repair - 22nd Ave W Outfall to Sanborn Ave Construction: The part of the ARTS trails shoreline is failing causing the trail to fail. Funding would be used to purchase heavy rip rap to revert the shoreline, rent equipment to do the work and repave ~150' of the trail. This part of the trail was impacted by the 2018 rain storm and storm surge. Aging stormwater culverts are undermining the trail causing the trail to slough. Using remaining 2022 funding	3	110,000	Grant WFD In-kind Work	40,000	70,000	
APR	Funding Awarded	2025	Redevelopment of Kreher Park and RV Campground: This project will update the Kreher Park RV Campground and includes: new electric (50amp service) to all 33 sites, installation of new water lines to all sites, construction of a new ADA compliant bathroom and the reconnection/extension of the of the City's pedestrian trail, the Ashland Rails to Trails System (ARTS) and repaving of the campground road. This proposal also includes the construction of up to 7 new campsites within the current RV campground and in a recently acquired railroad property. Work would start yet in 2024, majority of construction would occur before July 4 or after mid Sept 2025.	2	600,000	CIP, Donations General Fund Grant ARPA	500,000	100,000	
APR/Marina	Funding Awarded	2025	Kreher Park Boat Launch Construction: In 2023 the City plan on applying for a Recreation Boating Facilities Grant for a new boat landing at Kreher Park. The request will be to construct a new launch on the remediated superfund site (Kreher Park). Updating of design and construction documents would be in 2025, construction would be in early 2026.	1	1,600,000	Grant Marina ARPA WFD	1,020,000	580,000	

APR	Partially Funded	2025	Update and Implementation of Parks and Trails Interpretive Signage: Funding would be used to create a plan to update the existing interpretive signage along the waterfront trail and also create new interpretive signage for the City's parks (Prentice, Oredock, Bay City Creek, etc.), telling the unique history of the area and also having some signage be in Ojibwa. This would be the first in a series of funding requests	2	100,000	CIP, 453, Donations Grant	60,000	40,000
APR	In Progress	2025	Bayview Splash pad: The Ashland Rotary has approached the City construction of a splash pad at Bayview Park. The Rotary has been gifted \$150,000 to use towards this project. They have also agreed to find additional funding for the project. The City is requesting a maintenance fund from the Rotary for this project.	10	316,000	Donations	300,000	16,000
APR	TDB	2025	Additional Equipment at Prentice Park and Kreher : In 2025 the equipment at the Bayview Park will be 25 yrs old. This is a heavily used park and playground. Community members have also requested additional toddler equipment at Kreher and Prentice Playgrounds.	1	25,000	CIP, Donations and Grant	10,000	15,000
			2025 Totals		3,541,000		2,715,000	826,000
APR/Marina	Funding Awarded	2026	Kreher Park Boat Launch Construction: In 2023 the City plan on applying for a Recreation Boating Facilities Grant for a new boat landing at Kreher Park. The request will be to construct a new launch on the remediated superfund site (Kreher Park). <i>Updating of design and construction documents would be in 2025, construction would be in early 2026.</i>	1	1,600,000	Grant Marina ARPA WFD	1,020,000	0
APR		2026	Redevelopment of RV Campground: Addition of up to 6 glamping sites on the upper bluff, project includes electrical to all new sites plus a portapotty, and access. Glamping is identified as "fancy" camping, a nice RV site, or primitive cabins/yurts. Update of a RV dump station and sanitary line to bathhouse.	2	125,000	CIP	0	125,000
APR		2026	Update Amenities at BV Park: In 2026 the equipment at the Bayview Park will be 26yrs old and the bathroom will be 40 yrs old. This is a heavily used park and playground. Community members have also requested additional toddler equipment at Kreher and Prentice Playgrounds. \$25K for bathroom upgrades, \$150K for playground.	1	175,000	CIP, Donations and Grant	80,000	95,000
Parks		2026	City of Ashland Ballfields: The City maintains 7 ballfields, the City will need to invest some money into the upkeep of the City Ballfields through the purchase of equipment, ballfield soil, dugout upgrades (8), fencing improvements and scoreboards. This would be the first of several CIP projects spread-out over several years to update the ball fields. This funding would focus in Hodgkin's Park	1	100,000	CIP Donations, Grants	50,000	50,000
APR		2026	Disc Golf Course: Construction of a disc golf course at Bayview Park on City Dock. The City has a plan that was created in 2023 by Leiviska Disc Golf. Funding would be used to purchase and install baskets and tees for a 9 hold disc golf course.	1	12,000	Grants In-kind Labor	5,000	7,000

APR	2026	ARTS Connector - Junction Road Connector and Signage: Funding would be used to make a obvious and direct pedestrian/bike route from the 5th St Corridor Section of the ARTS to Junction Rd. Funding would also be used to place signage along Junction Rd showing how to get from the 5th St Corridor to Prentice Park (or vice versa).	1	25,000		0	25,000
APR	2026	Update and Implementation of Parks and Trails Interpretive Signage: Funding would be used to create a plan to update the existing interpretive signage along the waterfront trail and also create new interpretive signage for the City's parks (Prentice, Oredock, Bay City Creek, etc.), telling the unique history of the area and also having some signage be in Ojibwa. This would be the first in a series of funding requests	2	100,000	CIP, 453, Donations Grant	60,000	0
APR	2026	Maslowski Beach Redesign Phase 2- Western Beach: Implementation of the Maslowski Beach Redesign and Green Infrastructure on the western most beach (pavilion to end of park)	2	300,000	Grants	300,000	0
Facilities/ APR	2025	Bretting Community Center Flooring: The floors at the BCC are cracking and lifting. New flooring is needed in the BCC game room and atrium.	3	100,000	CIP, General		0
APR	2026	City of Ashland Mountain Bike Trail System- Phase 1: In 2022 a concept plan was created to construct up to 10 miles of mountain bike trails in the City of Ashland using both public and private property. This first phase would be to construct 3 miles of trail on Tamarack Health property. This project would be a public private partnership	3	250,000	Donations and Grant	250,000	0
		2026 Totals		2,787,000		1,765,000	302,000
	2027	Park Bathrooms Update: According to the PMP and Kraus Anderson Study the Maslowski		10,000	CIP,		10,000
APR	2027	Shoreline Stabilization and Restoration- Bay City Creek Peninsula : Since the demolition of the Oredock superstructure, Wave and wind action is eroding the shoreline from the Oredock east to the mouth of Bay City Creek. This erosion is effecting the Waterfront Trail, Historic Boat Houses, Gilligan's Island (Bay City Creek Peninsula) and Lake Superior. Implementation of the plan funded by GLCI from 2025.	1	300,000	GRANT	300,000	0
	2027	Beach Groomer : The City maintain 4 public beaches along its waterfront. Beach cleaning or grooming helps improve the beach water quality allowing our pubic beaches to be open for swimming more often. The City is researching different options. The current beach groomer is 15+ years old and due to is 3 wheeled construction not easily maneuverable.	1	100,000	CIP Grant	100,000	0
APR	2027	New Playground Equipment at Central Railroad Park (Purple Park): In 2025 the equipment at Purple Park will be 20 years old. This is a heavily used park and playground. Funding would be used to create an all-accessible playground for kids of all ages and abilities.	1	300,000	CIP, Donations and Grant	150,000	150,000

Facilities/APR	2027	<u>Memorial Band Shell Rehabilitation:</u> The Memorial Band shell is 90+ years old and on the registered a historic building. A new roof, tuck pointing, construction of an ADA bathroom and other minor structural work is needed to ensure the integrity of this community gathering place. Project would also include updating electricity, improving accessibility and removing some of the aging benches.	2	300,000	CIP, Donations General Fund Grant	150,000	150,000
APR	2027	<u>Acquisition and Recreational Development of Clarkson Coal Dock:</u>	2	2,000,000	CIP Grant Partnerships	2,000,000	0
APR	2027	<u>Acquisition and Recreational Development of Reis Coal Dock:</u>	2	2,000,000	CIP Grant Partnerships	2,000,000	0
APR	2027	<u>City Dock:</u> City Dock is being undercut by the wave action of Lake Superior making it safety hazard for park patrons and city staff. Seeking Funding to implement plan	3	750,000	CIP Grant	200,000	0
		2027 Totals		5,760,000		4,900,000	310,000
APR	2028	<u>Bay City Creek Riparian Corridor Restoration and Pedestrian Trail:</u> Bay City Creek is a dynamic system and has been drastically effected form urbanization. Installation of the newest pedestrian corridor in the City linking the Ashland Oredock to Northland College and the Ashland School District. Planning Phase.	1	300,000	CIP Grant	200,000	100,000
APR	2028	<u>Prentice Park Campground Expansion and Upgrades:</u> Camping has become a very popular and revenue generating activity. Implementation of the 2021 concept plan to put more camping opportunities in the former deer yard. Update of Prentice Park Bathroom	3	210,000	WFD/Force	105,000	105,000
APR	2028	<u>5th St Corridor Vaughn Bridge Railing Repair:</u> The City would work with the Ashland County Snowmobile Association to apply for a DNR Snowmobile Aid grant to assist in upgrading the railing on the Vaughn Bridge	4	25,000	Grant	20,000	5,000
APR	2028	<u>City of Ashland Mountain Bike Trail System- Phase 2:</u> In 2022 a concept plan was created to construct up to 10 miles of mountain bike trails in the City of Ashland using both pubic and private property. This 2nd phase would be to construct up to 3 miles of trails in the Bay City Creek ravine between the Stuntz Ave Bridge and Main St.	1	300,000	CIP, Donations and Grant	300,000	0
		2028 Totals		835,000		625,000	210,000
Parks	2029	<u>BallField Upgrades - Beaser and Central Railyard Parks;</u> Funding would be used to perform necessary updates to the remaining ballfields used mainly by Little League, Tball and Girls Softball.	1	200,000	CIP Donations	50,000	150,000

APR		2029	Skate Park Improvements: Installation of timed lights at the skate park would help reduce vandalism and unwanted behaviors that happen at the skate park. PD has requested this improvement. The skatepark is a heavily used amenity. It is recommended that the City replace/update the skatepark.	3	200,000	CIP	100,000	100,000
			2029 Totals		400,000		150,000	250,000
APR		2030	Maslowski Beach Upgrade: Per the PMP, update of the bathrooms, volleyball court, pavillions, etc.	1	200,000	Donations Grant CIP	100,000	100,000
APR		2030	Ashland Rails to Trails System (ARTS) Repair: Repaving and updating the waterfront trail and 24th Ave E Connector of the ARTS.	1	900,000	Donations Grant CIP	500,000	400,000
			2030 Totals		1,100,000		600,000	500,000

Appendix E:

Ground Maintenance Considerations

Appendix E: Grounds Maintenance Considerations

Establishing general maintenance standards for different landscape types will help APR allocate its resources effectively. The recommendations within this section detail general best practices for different landscape assets within the Ashland park system.

Generally, maintenance tasks should occur at regular intervals based on the specific needs of each asset. The final page lays out a general annual and seasonal maintenance schedule for the different landscapes and facilities under APR's purview. A proactive approach to maintenance will help save the department money and time and help fend against unforeseen issues and complications.

Turf Areas

There are two types of maintained turf: general open space and athletic fields. Maintained turf areas are mowed approximately once weekly during the summer season. The City of Ashland currently maintains eight (8) ballfields, which require more intensive maintenance, including weed control, aeration, and over-seeding, demanding more staff hours and department resources.

To improve efficiency in maintaining turf areas, the City should:

1. Reduce the amount of turf to be mowed.
2. Concentrate assets into adjacent areas.
3. Mow on a location- based schedule.

For example, Penn Park is comprised entirely of one ballfield, with no other facilities or assets. Hodgkins Park has three (3) ballfields with lighting in addition to a small playground, greater parking capacity, and is adjacent to the Ashland Dog Park. Concentrating more resources on upgrading and maintaining the Hodgkins Park ballfields is a more efficient use of City resources and reduces the travel time required to conduct maintenance.

The City can also reduce the amount of turf grass to be mowed by restoring some general open space areas with native plants. Reintroducing native meadows or prairies will support wildlife biodiversity and reduce long-term maintenance costs. Portions of Prentice Park and City Dock are the first parks experimenting with this maintenance reduction strategy.

Landscape Beds

Maintaining landscape beds can be time-consuming for seasonal employees. The City should pre-plan for landscape bed maintenance by keeping a species list for replacing perennial plantings and trees as needed. Additionally, organizing or collaborating with volunteer groups for general maintenance, especially for pre-season tasks (cutting back dead vegetation) and seasonal weeding, is recommended. For example, Menard Park and Pearson Plaza in the downtown area have the most landscape beds. They are currently maintained by volunteers from the Monday Club and City's Beautification Committee.

Forested Areas

Forested lands should be maintained to promote biodiversity. Ashland's forested lands, adjacent to Lake Superior, Bay City Creek, and the Fish Creek watersheds, are critical habitats for migrating and mating birds, freshwater fish, wild rice waters, and other species. Containing invasive species within these areas is essential to promote native plant success and support wildlife.

Tree trimming is recommended during the fall season to prevent disease and insect spread. As part of the annual winterization process, the City should trim trees in the months of October and November, including forested areas and general park trees. The City is collaborating with the University of Wisconsin – Extension Program to manage invasive species in Prentice Park—by far the largest forested natural area within the Ashland Park system. This partnership is invaluable for maintaining this heavily wooded area. Additionally, the City has received significant funding to restore native habitat within the Bay City Creek area.

Asset Management System

Ashland Parks are maintained through collaboration between the Parks Department and Public Works Department. Creating a shared management system between the two departments would provide the City with a more effective and centralized documentation system, and lead to improved tracking and management of maintenance tasks. The following are general recommendations for maintenance documentation and reporting:

1. **Maintain Detailed Reports:** Keep comprehensive records of all maintenance activities including inspections, repairs, and replacements.
2. **Utilize a Maintenance Management System:** Implement a system to schedule tasks and track progress efficiently.
3. **Regularly Review Maintenance Records:** Analyze records to identify trends and plan future maintenance needs.
4. **Review and Prioritize Projects:** Assess upcoming projects and identify potential funding sources.

To coordinate these efforts across both departments, the City should explore programs that assist with scheduling tasks and documenting progress. Consistently gathering and updating this information will provide a data-driven analysis of needs and priorities. Below are some recommended programs/software:

- ◆ Cityworks: an Esri/Trimble company utilizing GIS software to manage and organize operations. This allows for conditions and tracking assets, managing workflows and scheduling resources.
- ◆ eMaint CMMS: this program provides local work order assignments and reporting of information to streamline operations, including public submissions. It has been proven to assist with budget management and tracking as well as increase longevity of facilities.
- ◆ iWorQ: a management software that is designed for everyday and overarching infrastructure tracking. This is a community investment to improve management and oversight of facilities. From tracking equipment inventory, conditions of amenities, permit processes, and managing man hours, this software is a City-wide assistant. It offers a citizen portal for reporting issues, making payments, and uploading images and documents.
- ◆ Eptura Assest: this program helps you automate day to day operations, manage assets and get a holistic view of all your facilities. Work requests can be prioritized and assigned to individuals for completion.

Preserving resources, managing time and developing adaptable solutions for Ashland's parks will set the Parks and Recreation Department up for success through transition periods and future budgeting.

Case Study: City of Madison Managed Meadows

The City of Madison's Managed Meadows Program focuses on transforming underutilized grassy areas into vibrant, ecologically rich meadows. This initiative aims to enhance biodiversity, support pollinators, and reduce maintenance costs by minimizing mowing and chemical use. Managed meadows are strategically planted with native species to create sustainable habitats for wildlife, improve soil health, and increase resilience against climate change. The program also emphasizes community involvement and education, encouraging residents to appreciate and participate in the stewardship of these natural spaces. Through these efforts, Madison is fostering a healthier, more sustainable urban environment. [Click here to view a map of the managed meadows throughout the City of Madison park system.](#)

Parkland Transition Strategy

Based on the findings in Chapter 4, the parkland inventory, and extensive conversations with APR staff, three existing park properties have been identified as potential candidates to transition from active to passive use over the long-term. These parks are generally underutilized relative to other properties within the park system, and the high cost to maintain or replace their facilities could prevent the City for investing in other, higher priority park improvements. Therefore, transitioning these parks away from active use would help reduce the total acreage of land APR and Public Works is tasked with maintaining, in turn saving money and better maximizing City resources. **It should be noted that this is a recommended strategy and does not bind the City to take any definitive actions.**

The following section lays out short (3-5 years), medium (6-9 years), and long term (10+ years) phases for gradually transitioning Penn Park, Bay City Park, and West End Park to more passive use.

Penn Park

- ♦ **Short-Term:** Focus City resources on improving the existing seven (7) ball fields at Hodgkins, Central Railyard Park, and Beaser Park to ensure that any leagues currently utilizing Penn Park can be accommodated at other ballfields within the Ashland Park system with newer facilities. Improving the ball fields at Hodgkins Park is currently planned within APR's CIP.
- ♦ **Medium-Term:** Tear down the aging facilities at Penn Park; convert the land into passive management either through a cessation of mowing or intentional conversion to prairie or meadow land, as described in the following section. This site could also potentially be used as a dog park.
- ♦ **Long-Term:** Penn Park is the size of an entire City block and nestled within an existing residential neighborhood. If the right opportunity and partner presented, this property could theoretically be redeveloped into housing; this could help meet the community's need for additional housing and increase property tax revenue. The lot could also be subdivided into smaller parcels. However, there are other City-owned properties that have a higher likelihood and priority for redevelopment.

Bay City Park

- ♦ **Short-Term:** Remove or auction off old metal play equipment that does not meet modern safety standards. Consider implementing the prairie conversation strategy noted in the following section to create a buffer between the park property and adjacent single-family home.
- ♦ **Medium-Term:** Remove remaining playground and outdoor shelter.
- ♦ **Long-Term:** Convert the full extent of the property to prairie or meadow plantings per the recommendations in the following section or consider selling or donating parcel to adjacent property owner.

West End Park

- ♦ **Short-Term:** Remove the existing fence. This location has been identified as a potential location for a community orchard. Before proceeding this such a project, the City should identify a sustainable community partner capable of implementing and managing such a project over the long-term. Ideally, APR staff would not be responsible for managing or maintaining the community orchard; a formal MOU should be put in with any future community partner organization.
- ♦ **Medium-Term:** If a partner is identified, plant out the orchard and install an irrigation system. If a partner is not identified, convert the space to prairie per the recommendations in the following section.
- ♦ **Long-Term:** If a partner is identified, the orchard would continue to grow and mature into a value community resource and space. Additional facilities such as an outdoor shelter, seating, or picnic tables could be installed, but ideally would be provided via the community partner or donations.

Turf to Prairie Conversion Strategy

Conventional turf grass requires mowing about once a week during the summer months and given the total acreage of the Ashland park system, this carries considerable cost for the City. Alternatively, native prairie grasses require prescribed burns roughly every three years to manage the vegetation and control invasive species. These diverse ecosystems also incur additional environmental benefits by providing habitat for native species and growing deeper root systems that are better able to capture and store stormwater.

This strategy intends to reduce the area required to be mowed and in turn decrease the department's operational costs and carbon footprint, and support sustainability initiatives. This reduction will not only save time allocated for mowing, but also reduce travel time, gasoline expenses and long-term machinery costs.

The reintroduction process should be implemented through a phased approach, as establishing and maintaining a native habitat requires significant effort. The City has already initiated this process by ceasing mowing in designated areas of Prentice Park and City Dock Park. These areas have been intentionally left un-mowed, with turf buffers maintained to demonstrate to residents and visitors the deliberate decision by the maintenance crew. This initiative could be further reinforced with temporary signage explaining the City's intentions to phase in native plant communities and reduce carbon footprint of parks maintenance.

Implementation of native plantings can be a costly in terms of maintenance and upkeep during the initial establishment years. However, the upfront investment will result in reduced future maintenance over the long term. After the establishment period, typically 3-5 years, these areas will require only annual spring maintenance. Table 1 lays out the approximate cost per acre for each step of the initial establishment process. These estimates are based on limited-term employee (LTE) hourly rates and the average hours required to complete one acre of prairie restoration. They are subject to change depending on location, equipment availability, necessary training, and efficiency or complications. Material costs must also need to be considered, including equipment

rentals, gasoline, seeds, water, and personal protective equipment. If the City can recruit volunteers to assist with prairie installation set up, prescribed burning, seeding, and weed control, the cost per acre for implementation could be significantly reduced; see Table 2. These volunteer opportunities could be promoted through the City's website and Chamber of Commerce. It is also recommended that the City apply for grants and collaborate with university systems for the implementation of the native planting areas. The University of Wisconsin-Madison's Nelson Institute for Environmental Studies runs various programs where students participate in prairie restoration projects, including hands-on fieldwork. Additionally, the University of Minnesota, St. Olaf College and the University of Wisconsin- Stevens Point have robust conservation research lands and educational programs that could be of assistance for resources, courses, and implementation assistance.

These overviews pertain to the initial installation of prairie and native habitats. After the first growing season, maintenance requirements decrease to general weed control for the first two-three (2-3) years which would ideally be coordinated with volunteers. After approximately two (2) years of growth, prescribed burns should be conducted every three-five (3-5) years in the springtime to promote diversity, encourage native plant growth, and reduce buildup of dead plant material. To communicate the City's biodiversity goals within park spaces, it is also recommended that permanent signage should be posted at restoration areas.

The following section lays out several potential areas within the Ashland park system this strategy could be implemented, namely at Bay City Park, Bayview Park and City Dock, Prentice Park, Ellis Park, Beaser Park, and the Superfund Site.

Table 1: Approximate Labor Cost Per Acre for Initial Prairie Establishment						
Initial Establishment Steps	People	People Hours	Frequency	Total Hours	Pay/Hour:	Total Cost/Acre:
Setup	5	3	1	15	17	\$ 255.00
Burn/Remove Existing Vegetation	5	2	1	10	17	\$ 170.00
Soil Preparation: Till	2	2	1	4	17	\$ 68.00
Seed and Rake	3	5	1	15	17	\$ 255.00
Straw Mulching	3	2.5	1	7.5	17	\$ 127.50
Watering	2	1	25	50	17	\$ 850.00
Weed control	2	3	12	72	17	\$ 1,224.00
Total Costs/Acre:					\$	2,949.50

Table 2: Approximate Labor Cost Per Acre for Initial Prairie Establishment – With Volunteers						
Initial Establishment Steps	People	People Hours	Frequency	Total Hours	Pay/Hour:	Total Cost/Acre:
Setup	2	3	1	6	17	\$ 102.00
Setup (Volunteer)	3	3	1	9	0	\$ -
Burn/Remove Existing Vegetation	2	2	1	4	17	\$ 68.00
Burn/Remove Existing Vegetation (Volunteer)	3	2	1	6	0	\$ -
Soil Preparation: Till	2	2	1	4	17	\$ 68.00
Seed and Rake	1	5	1	5	17	\$ 85.00
Seed and Rake (Volunteer)	2	5	1	10	0	\$ -
Straw Mulching	3	2.5	1	7.5	17	\$ 127.50
Watering	2	1	25	50	17	\$ 850.00
Weed control	2	3	4	24	17	\$ 408.00
Weed control (Volunteer)	2	3	8	48	0	\$ -
Total Cost/Acre:					\$	1,606.50

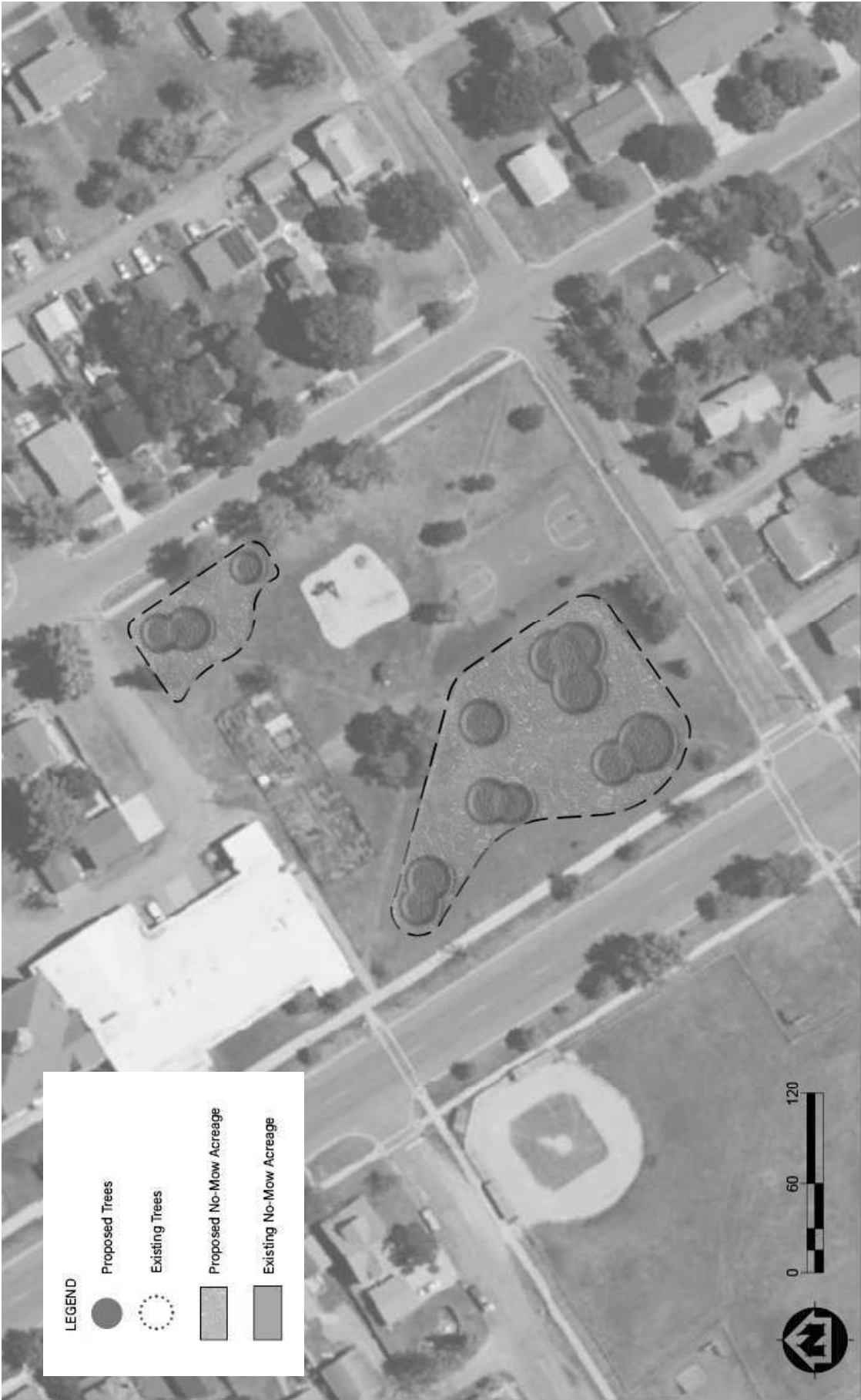
Bayview Park

- ◆ Neighborhood Park
- ◆ Total Acreage: 8.86 Acres
- ◆ Proposed No-Mow Acreage: 1.30 Acres
- ◆ Existing No-Mow Acreage: 2.37 Acres
- ◆ Percentage of No-Mow Acreage: 42%



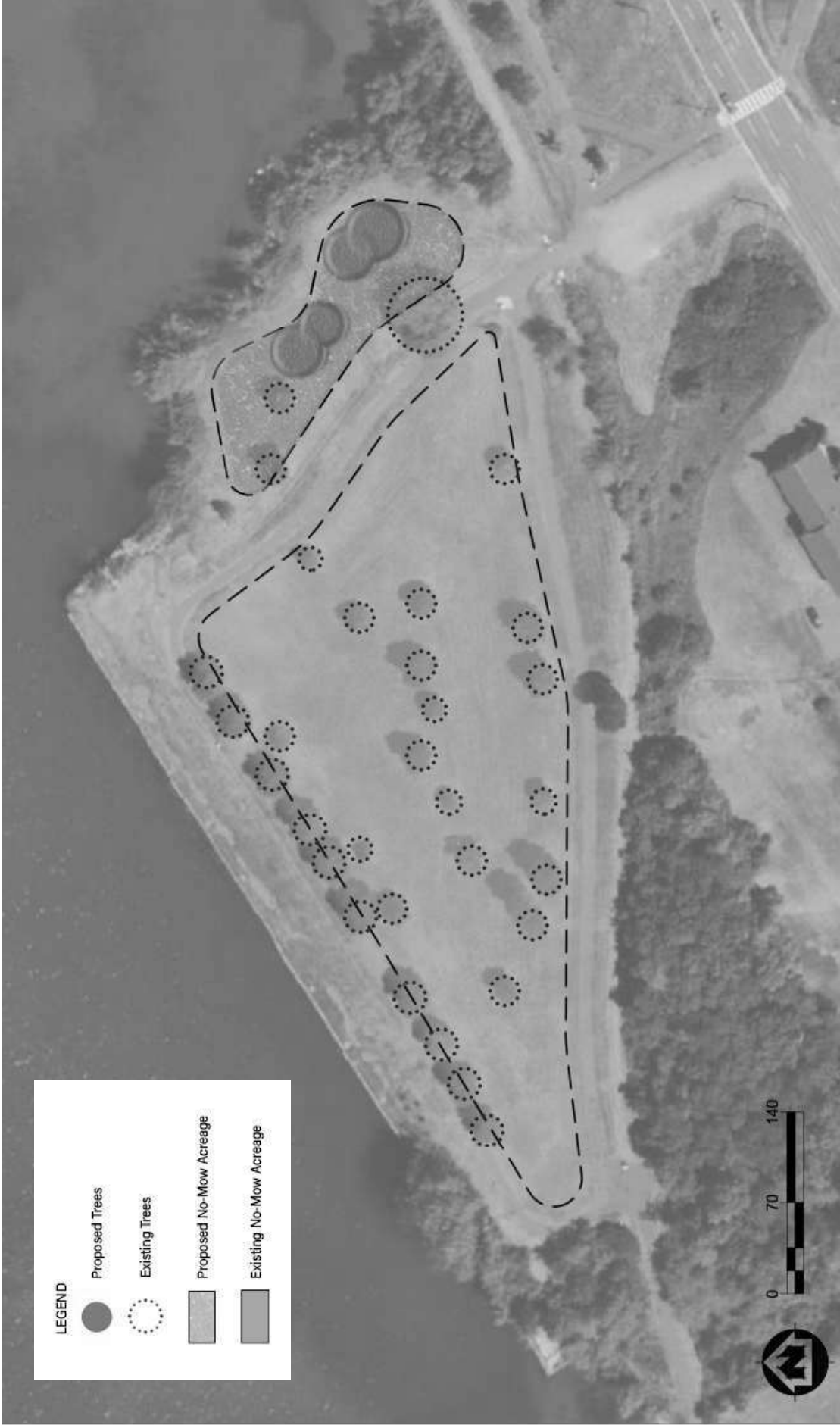
Beaser Park

- ◆ Neighborhood Park
- ◆ Total Acreage: 2.08 Acres
- ◆ Proposed No-Mow Acreage: 0.64 Acres
- ◆ Percentage of No-Mow Acreage: 31%



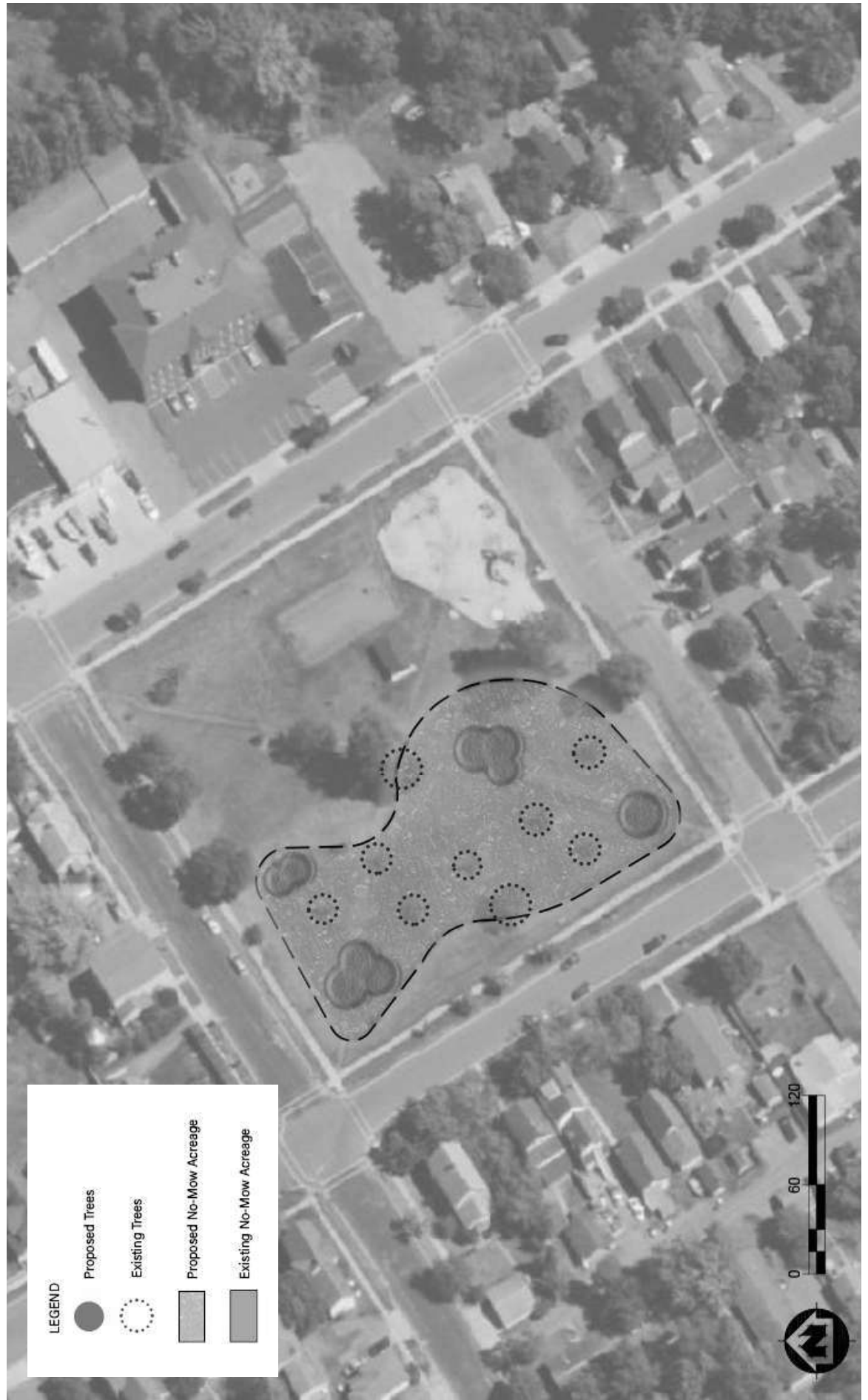
City Dock Park

- ◆ Neighborhood Park
- ◆ Total Acreage: 8.86 Acres
- ◆ Proposed No-Mow Acreage: 0.40 Acres
- ◆ Existing No-Mow Acreage: 2.31 Acres
- ◆ Percentage of No-Mow Acreage: 30%



Ellis Park

- ◆ Neighborhood Park
- ◆ Total Acreage: 2.06 Acres
- ◆ Proposed No-Mow Acreage: 0.78 Acres
- ◆ Percentage of No-Mow Acreage: 38%



Prentice Park

- ◆ Community Park
- ◆ Total Acreage: 98.6 Acres
- ◆ Existing No-Mow Acreage: 0.81 Acres
- ◆ Percentage of No-Mow Acreage: 0.8%



Superfund Site

- ◆ Community Park
- ◆ Total Acreage: 10 Acres
- ◆ Proposed No-Mow Acreage: 1.74 Acres
- ◆ Existing No-Mow (Storm Basin) Acreage: 0.33 Acres
- ◆ Percentage of No-Mow Acreage: 21%



Summary

Current Total Area of Reduced Mowing:

5.82 Acres

- ◆ Total Proposed Area of Proposed Reduced Mowing: 4.95 Acres
- ◆ Combined Total: 10.77 acres

Initial Establishment Cost Estimate (using figures from Tables 1 & 2)

- ◆ Without volunteers: \$31,766.12
 - ◆ With volunteers: \$17,302.01
- Total Percentage of No-Mow Acreage: 8%¹

General Plant Classifications

Ashland Ecological Landscape: Superior Coastal Plain

- ◆ Characterized as having relatively level plain lacustrine clays that slope gently toward lake superior (2020 Ashland Corp)
- ◆ Planting habitats:
 - Wetlands housing: shrublands, wet meadows, and marshes
 - Understory hardwoods: Wild sarsaparilla, hairy sweet cicely, doll's-eyes, rosy twisted-stalk, intermediate wood fern, partridgeberry, and violets
 - Understory, pine woods: Blueberry, bearberry, alder, sweet gale, and beach grasses

Hardiness Zone: 5a

¹ Based of the total combined acreage for Bay City Park, Bayview Park and City Dock, Prentice Park, Ellis Park, Beaser Park, and the Superfund Site.

Educational Signage



Native Plantings



GENERAL MAINTENANCE GUIDELINES

DAILY TASKS



- 1 Empty trash and recycling bins.



- 2 Clean and Restock Restrooms.

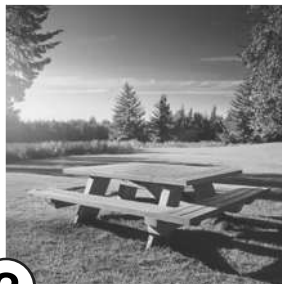


- 3 Check for and Remove Litter.

WEEKLY TASKS



- 1 Mow Lawns.



- 2 Inspect and Clean Park Furnishings and Structures.



- 3 Inspect and Maintain Sports Field (during season).

MONTHLY TASKS



- 1 Inspect and Maintain Sports Courts.



- 2 Inspect Signage.



- 3 Check Lighting, Replace Bulbs.



- 4 Park Vehicle and Equipment Maintenance.

QUARTERLY TASKS

- 1 Inspect and maintain HVAC and Plumbing systems.

- 2 Lubricate moving parts on playground equipment.

- 3 Check and maintain fire extinguishers and safety equipment.

- 4 Inspect and maintain park fencing and gates.

ANNUAL TASKS

- 1 Review and Update Maintenance Plan.

- 2 Conduct staff training on procedures and safety protocols.

- 3 Perform repairs or renovations as needed.

GENERAL MAINTENANCE GUIDELINES

SPRING TASKS



1

Annual and perennial plantings.



2

Inspect play equipment and replenish wood surfacing.



3

Prepare sports fields for use.

SUMMER TASKS



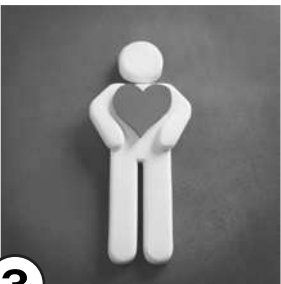
1

Beach cleaning.



2

Maintain and inspect water features.



3

Organize volunteer groups for regular maintenance.

FALL TASKS



1

Prune shrubs and trees.



2

Winterize water systems and buildings.



3

Fall clean up and leaf removal.

WINTER TASKS



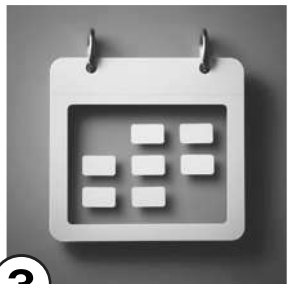
1

Indoor facilities maintenance and repairs.



2

Winter snow removal (as needed).



3

Plan and schedule major projects.

- Inspect irrigation system.
- Aerate and fertilize lawns.
- Prescribed burns/cut down prairie vegetation

- Water plantings as needed.

- Prepare sports fields and courts for winter.
- Prepare campgrounds for winter.

- Prune trees and shrubs
- Conduct staff training

Ref: 2025-155

COUNCIL AGENDA: 7.C.
(6/24/2025)

SUBJECT: Approve a Memorandum of Understanding (MOU) between the City of Ashland and the School District of Ashland Regarding Shared Facility Use (*Parks & Recreation*)

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Parks & Recreation

CLEARANCES: Mayor

EXHIBITS: 1. Memorandum of Understanding between the City of Ashland and the School District of Ashland

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE:

COMPLIANCE WITH CHAPTER 51: The Council as Committee of the Whole previously discussed and approved for this item to move forward to the Council for formal approval.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: NA

SUMMARY STATEMENT:

Each year a Memorandum of Understanding (MOU) between the City of Ashland and the School District of Ashland for shared use of the Bretting Community Center and the school's facilities is reviewed and renewed for the upcoming school year. Upon agreement of the School Board, a clause was added to renew the MOU automatically annually unless there are changes

introduced by either party.

The amended MOU attached was approved by the Board of the School District of Ashland at a recent meeting.

Memorandum of Understanding (MOU)
Between
the City of Ashland and the School District of Ashland

This Memorandum of Understanding is entered into between the City of Ashland, 601 Main Street West, Ashland, Wisconsin ("City"), and the School District of Ashland, 2000 Beaser Avenue, Ashland, Wisconsin ("SDA").

I. Definitions.

- Gymnastics shall refer to the Ashland High School Gymnastics program whose season runs between November 1 and March 31 annually.
- Special Events shall mean an activity that requires an extraordinary amount of SDA or City assistance for set up, cleanup, security, or coordination for which reimbursement of costs will be required.
- City Property shall mean the Bretting Community Center ("BCC") and all outdoor park and recreation space operated by the City with the exception of the Marina and boat launches.
- City Equipment shall mean the gymnastics equipment at the BCC gymnastics gymnasium that is owned by the City (i.e. high beam, uneven bars, vault table, matting, etc.)
- SDA Equipment shall mean the gymnastics equipment at the BCC gymnastics gymnasium that is owned by SDA (Springboard (1), U mat (1), 8" mat (1), sting mat (1), and Hand Placement mat(1)).
- SDA Property shall mean the SDA's gymnasiums, excluding the Ashland High School Fieldhouse, except for courts 1 & 2 when they are setting up for a home gymnastics meet.
- School Sponsored Event shall mean an activity taking place on City Property that requires an extraordinary amount of City assistance for set up, cleanup, security, supervision, or coordination for which reimbursement of costs will be required.

II. Understandings. Both the City and SDA are entities whose financial resources are becoming stretched as revenue streams diminish and expenses and needs continue to grow. The ongoing cost of operations of the BCC, City Property, and SDA Property may require user fees to be charged which will require the renegotiation or termination of this MOU.

III. Use of Facilities.

- a. SDA shall have use of the BCC Gymnastics Gymnasium for High School Gymnastics practices, during Gymnastics season, occurring between 3:30-8:30 PM and 6:00-7:45 AM for up to 4 evenings/mornings per week at no cost, provided as follows:
 - I. SDA provides adequate supervision for High School Gymnastics;

- II. SDA and the City work together to schedule the use of the BCC Gymnastics Gymnasium during the Gymnastics season;
 - a. Communication for the reservation of practices, meets, and the moving of equipment will come from the SDA Co-curricular office.
 - III. SDA and the City will update the equipment usage policy annually;
 - IV. The BCC is not adequately set up for Ashland High School Gymnastics meets but can be available as a Special Event for such purposes. SDA will incur costs associated with the Special Events and SDA will be responsible for the set-up, take down and clean-up of the Special Event; and
 - V. The BCC is available for a SDA Special Event no more than two (2) times per school year.
- b. The City shall have use of SDA Property subject to availability for City use at no cost.
 - c. SDA shall have use of City Property, including the BCC, for SDA Special Events subject to the availability for SDA use at a minimum /no cost.

IV. Scheduling Use of the BCC and other City Property.

- a. The City shall be responsible for scheduling the use of the BCC Gymnastics Gymnasium during the Gymnastics Season via the City's Parks and Recreation Department's registration/reservation system.
- b. The City's sponsored program shall have first priority for the use of the BCC Gymnastics Gymnasium during the Gymnastics season time slot for any day that has not been scheduled by an SDA school sponsored activity before October 15th of each year.
- c. City shall be responsible for scheduling the use of the BCC Gymnastics gymnasium during all other time periods.
- d. City shall be responsible for scheduling the use of other City property.

V. Reimbursement of Expenses

- a. SDA shall have use of the BCC gymnasium or other City Property for a School Sponsored Event without cost provided:
 - I. SDA provides adequate supervision of the School Sponsored Event; and
 - II. The City does not incur additional expenses from opening the BCC or other City Property at times or on days when such property is closed to the public.
- b. City shall have use of SDA facilities without cost:
 - I. For City and School Sponsored activities
 - II. For City sponsored activities provided SDA does not incur additional expenses for operations of SDA facility at times and on days when such property is closed to the public.
- c. Charges for facility use from one party to the other shall not be greater than the actual cost of employees that assisted in SDA or City use of the others' property.

VI. Storage and Usage.

- a. During the Gymnastics season, SDA shall be responsible for storing City Equipment in a safe and secure area when City Equipment is removed from the BCC.

- b. SDA shall use and operate City Equipment only for its intended purpose, in a careful manner and SDA shall not allow anyone other than SDA Gymnastics athletes and their competitors to use City Equipment shared under this Agreement.

VII. Liability.

- a. The City shall be responsible for the repair or replacement of SDA Equipment when such equipment is damaged while in use by anyone other than SDA athletes and their competitors when:
 - I. The SDA Equipment fails during its normal operation;
 - II. The SDA Equipment is being used as intended by the manufacturer; and
 - III. The SDA Equipment has received all required maintenance during its use by SDA.
- b. SDA shall be responsible for the repair or replacement of City Equipment if the equipment is damaged by SDA athletes and their competitors when:
 - I. The City Equipment fails during its normal operation;
 - II. The City Equipment is being used as intended by the manufacturer; and
 - III. The City Equipment has received all required maintenance during its use by the City.
- c. The City and SDA shall determine, in keeping with reasonable judgment, whether damaged /failed equipment shall be repaired or replaced.
- d. In cases where equipment damage is caused by a third party and that party assumes responsibility, SDA shall arrange to have the equipment repaired and shall seek reimbursement from the third party and/or that party's insurance carrier. SDA shall notify the City before commencing any repairs caused by a third party, and the City has the right to accept or reject the repairs upon inspection.
- e. After SDA removes and then returns City Equipment from City Property, the Parties shall assess any excess wear and tear on the City Property, and if excess wear and tear exists, based on mutual agreement of the Parties, then SDA will be responsible for the excess wear and tear.
- f. To the fullest extent permitted by law, SDA agrees to indemnify, defend, and hold harmless COA its officers, directors, employees, agents, and affiliates (collectively, the "Indemnified Parties") from and against any claims, liabilities, damages, losses, and expenses, including but not limited to reasonable attorneys' fees and costs (collectively, "Claims"), arising out of or related to any injury occurring during or resulting from the use of the equipment.

VIII. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

- A. An annual meeting will be held with participants from the City and SDA before or in June of each year to review this MOU.
- B. An additional meeting between ASD and the City will occur in October of each year to review the High School Gymnastics Season and Schedule.

- C. SDA will schedule the MOU review meeting.
- D. The City will schedule the High School Gymnastics season schedule meeting.

IX. RENEWAL AND TERMINATION

- A. This MOU will automatically renew every year on the date of the last signature of the parties in Section X. below ("Renewal Date") unless one party provides written notice to the other party of its intention to terminate this MOU at least thirty (30) days prior to the Renewal Date.

X. EFFECTIVE DATE AND SIGNATURE.

This agreement will become effective when approved by the governing boards of both parties as evidenced by the signatures placed on this agreement.

Dated this ____ day of _____, 2025. Dated this ____ day of _____, 2025

On Behalf of the City of Ashland

On Behalf of the School District of Ashland

Matt MacKenzie, Mayor

Robert Prater, Superintendent

Denise Oliphant, City Clerk

Mary Kaulity
President

Board of Education

Charlie Ortman, City of Ashland Council
President

Ref: 2025-148

COUNCIL AGENDA: 8.A.
(6/24/2025)

SUBJECT: Public Hearing Regarding Sidewalk Special Assessments for the 2025 Ellis Avenue Pavement Replacement Project (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: Council approved the preliminary resolution 6-1 on May 13, 2025.
City Administrator
Public Works Director

EXHIBITS:

1. SPECIAL ASSESSMENT PRELIMINARY REPORT for 2025 Ellis Avenue (Lakeshore Drive – 16th Street) Reconstruction Project
2. Resolution No. 17834 - Approved May 13, 2025

EXPENDITURES REQUIRED:

\$254,803.00	Total Est. Cost of Sidewalk Replacement
<u>\$230,834.00</u>	City and WI DOT Portion
\$ 23,969.00	Special Assessments*

***Assessable Costs are \$47,938.40, of which 50% is to be paid by special assessment.**

AMOUNT BUDGETED: \$230,834.00 Fund 470 Street Improvements (City and WI DOT Portion of Sidewalk Construction)

APPROPRIATION REQUIRED: N/A

TREASURER'S CERTIFICATE: N/A

COMPLIANCE WITH CHAPTER 51: The Council as Committee of the Whole previously discussed and approved a preliminary resolution, and approved to move forward to the Council for formal approval.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The City of Ashland "will work to protect and strengthen our natural setting and resources; our small city character and our sense of community; our heritage; our arts, architectural roots, and recreational assets; and our economic prosperity."

SUMMARY STATEMENT:

WI State Statute requires that the Governing Body conduct a Public Hearing whenever proposing special assessments for public improvements.

Preliminary assessment letters and a copy of the Public Hearing Notice have been sent to all affected property owners. The letter included the maximum anticipated special assessment amount to be charged to the property. The City's current policy for sidewalk special assessments was approved by Council in July 2023 and states that special assessments shall be calculated at the rate of 50% of the anticipated construction cost.

Assessable elements include concrete sidewalk, pedestrian curb ramps, driveway aprons, carriage walks, engineering and associated construction. The proposed assessments consist of 50% of the cost of sidewalk only, plus 10% for engineering and administrative services. The Wisconsin Department of Transportation (WI DOT) is funding the cost of pedestrian curb ramps, driveway aprons and carriage walks so these costs have been excluded from the proposed assessments.

A Preliminary Report on Special Assessments associated with the 2025 Ellis Ave Pavement Replacement Project has been completed by the Public Works Department, which includes details on the anticipated construction costs. A copy of this report has been made available for public review at City Hall.

The Preliminary Report will be revised to reflect any changes resulting from modifications approved by the City Council at the June 24, 2025 Public Hearing.

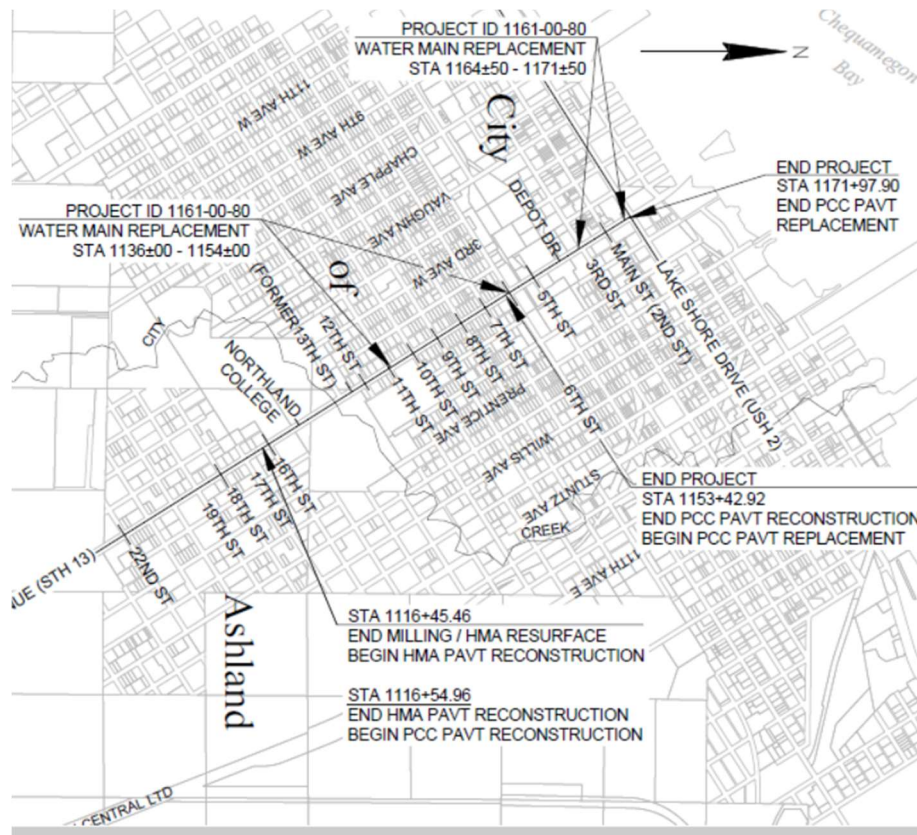
The Clerk's office has confirmed that proper notice has been made according to WI Statutes. The public hearing notice was published as a Class I notice in the June 12, 2025 edition of the Ashland Daily Press.



City of Ashland, Wisconsin ~Department of Public Works

SPECIAL ASSESSMENT PRELIMINARY REPORT
for
2025 ELLIS AVE. (LAKESHORE Dr. – 16TH ST.) RECONSTRUCTION PROJECT

JUNE 12, 2025



Prepared by the City of Ashland Public Works Department

TABLE OF CONTENTS	
PAGE	TITLE
1	REPORT OPENING STATEMENT
2-3	PRELIMINARY RESOLUTION INTENT TO LEVY SPECIAL ASSESSMENTS
4-8	CITY OF ASHLAND SIDEWALK SPECIAL ASSESSMENT POLICY
9-32	SCHEDULE A1 - SPECIFICATIONS
33-41	SCHEDULE A2 - PLANS
42-43	SCHEDULE B - OPINION OF PROBABLE COST
44	SCHEDULE C - PROPOSED ASSESSMENTS



City of Ashland, Wisconsin ~ Department of Public Works
2020 6th Street East Ashland ~ WI 54806 ~ www.coawi.org

**PRELIMINARY REPORT
FOR
SIDEWALK SPECIAL ASSESSMENTS
2025 ELLIS AVE. (LAKESHORE DR. – 16TH ST.) RECONSTRUCTION PROJECT**

JUNE 12, 2025

This report is submitted in accordance with the requirements of §66.0705 Stat., and the preliminary resolution of the City Council of Ashland, Wisconsin, dated May 13, 2025 determining to levy special assessments on benefited properties for public improvements related to construction of sidewalk in accordance with and at locations as further described in the following schedules:

- SCHEDULE A:** Project Plans and Specifications
- SCHEDULE B:** Opinion of Probable Cost for the Public Improvement;
- SCHEDULE C:** Schedule of Proposed Assessments Against Each Benefitted Parcel

The project includes reconstruction of Ellis Avenue from Lakeshore Dr. to 16th St W; replacing water main and services, replacement of storm sewer; and replacement of existing sidewalks as needed for water lateral replacement throughout the project area, determined by the Public Works Department and as shown on the plans.

A Public Hearing meeting is scheduled to be held during the City Council meeting on **Tuesday, June 24, 2025 at 6:00 p.m.** At the Public Hearing the Ashland Common Council will hear all interested persons, or their agents or attorneys, concerning the matter contained in the preliminary resolution authorizing the assessments and as contained in this report. All objections will be considered at this hearing and thereafter the amount of the assessments will be fully determined.

After the Public Hearing a Final Report will be produced that reflects any changes or modifications to the proposed special assessments as approved and authorized by the Ashland Common Council.

I hereby certify that the property against which assessments are proposed has been viewed in the field and found to be benefitted by said improvements under the City's police power.

John Butler, P.E.
Director of Public Works

RESOLUTION No. 17834

PRELIMINARY RESOLUTION DECLARING INTENT TO LEVY SPECIAL ASSESSMENTS UNDER MUNICIPAL POLICE POWER PURSUANT TO SEC. 66.0703, WI STATE STATUTE FOR THE 2025 ELLIS AVENUE PAVEMENT REPLACEMENT PROJECT

RESOLVED, by the Ashland Common Council, City of Ashland, Wisconsin, Ashland County, Wisconsin:

1. The Ashland Common Council hereby declares its intention to exercise its police power under §66.0703, Stats., to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by reason of the following public work and improvements:

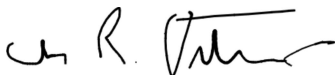
Concrete Sidewalk Installation and Replacement
Concrete or Asphaltic Driveway Installation and Replacement
Concrete Carriage Walk Installation and Replacement

2. The property to be assessed lies within the following described assessment district:
 - a. All properties adjacent to Ellis Avenue from Lakeshore Drive to 16th Street East, City of Ashland, Ashland County, Wisconsin.
3. The total amount assessed against the properties in the described assessment district shall not exceed 50% of the cost of the improvements.
4. The Ashland Common Council determines that the improvements constitute an exercise of the police power for the health, safety and general welfare of the municipality and its inhabitants.
5. The City Public Works Department shall prepare a report which shall consist of:
 - a. Preliminary plans and specifications for the improvements.
 - b. An estimate of the entire cost of the proposed improvements.
 - c. A statement that the property against which the assessment are proposed will be benefitted.
 - d. Schedule of proposed assessments
6. When the report is completed, the City Public Works Department shall file a copy of the report with the City Clerk for public inspection and, if state property is to be assessed, shall mail a copy of the report to the responsible state agency and, for assessments of \$50,000 or more, to the Wisconsin State Building Commission.
7. Upon receiving the report of the Public Works Department, the City Clerk shall cause notice to be given 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. This notice shall be published as a class 1 notice under Ch. 985, Stats, and copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.

8. The hearing will be held at the Ashland City Hall, 601 West Main Street, Ashland, Wisconsin, at a time set by the City Clerk in accordance with §66.0703, Stats., which shall be not less than 10 nor more than 40 days after publication. People will be able to attend virtually or in person.

9. The number of installments in which the assessment against any parcel may be paid shall be determined at the hearing provided for in paragraph 7, above.

PASSED: May 13, 2025



Alderperson

ATTEST:



Denise Oliphant, City Clerk



Matthew MacKenzie, Mayor

APPROVED AS TO FORM:



Tyler W. Wickman, City Attorney

CITY OF ASHLAND, WISCONSIN SIDEWALK SPECIAL ASSESSMENT POLICY

(Dated: July 25, 2023)

(Referenced by Ordinance No. 530; Adopted May 9, 2006; March 24, 2006)

1.0 PURPOSE

The purpose of this Policy is to assure fair and equitable cost recovery for pedestrian infrastructure improvements and to set forth a methodology determining the amount of the assessment for the improvements and circumstances on a reasonable basis. It is the policy of the City of Ashland that all properties specially benefiting from sidewalk improvements pay a portion of their fair share of the cost of such improvements.

The policies contained herein are designed to serve as a general guide for the City Council in allocating benefit to properties. The City Council reserves the right to vary from these policies if the assessments derived by imposition of the policies create obvious inequities, where the assignment of benefit to a particular property is difficult to determine, or because of extreme or unusual circumstances, or for other good reason.

2.0 SPECIAL ASSESSMENT PROCEDURES

The Wisconsin Statutes prescribe the general procedures which cities must follow to specially assess property for local improvements. Typical public improvement projects for which Property Assessments are levied include sidewalks and related pedestrian infrastructure elements. Pertinent statute sections include §66.0703 and §66.0907. In accordance with §66.0907, municipalities may impose assessments for the costs of laying, removing, replacing, repairing, and maintaining sidewalks. Charges for sidewalk work are levied under police powers and do not require a showing of benefit to properties charged (*Lisbon Ave. v. Town of Lake*, 134 Wis. 470, 475, 113 N.W. 1099 (1908)).

The City of Ashland adopts, makes a part of this policy by reference, and incorporates the procedures for levying Property Assessments as contained in Wisconsin Statutes §66.0907. Whenever the provisions of this policy are contrary to those contained in §66.0703, §66.0907, or other applicable provisions of the Wisconsin Statutes or administrative regulations, the Wisconsin Statutes or administrative regulations shall control.

All Property Assessments levied in the City of Ashland shall be grounded in the exercise of police powers for the health, safety and welfare of the public.

It is hereby determined that all properties lying within the incorporated boundaries of the City of Ashland receive similar benefit for similar categories of improvements and therefore the rates established for the levy of special assessment shall be applied on a uniform basis throughout the City, for the benefits received, regardless of the location of the improvements and the method of financing. In no case shall the total Property Assessments exceed the total cost of all improvements constructed as part of the annual Capital Improvement Program (CIP).

3.0 ASSESSMENT BASIS

Property Assessments are to be computed and based on a per linear foot of frontage basis (i.e., *front footage* basis), except in the case of residential corner lots.

The front footage of corner lots shall be determined by the side of the lot bearing the street address and front entrance of the home. All corner lots shall receive a 140 ft. *flankage credit* for sideyard sidewalk. The assessment for corner lots shall be limited to the front footage plus any remaining side footage after deducting flankage credit. All residential corner lots receive this 140 ft. flankage credit.

The following examples help to illustrate how corner lots are assessed:

- a) If a large 140' (front) by 150' (deep) corner lot is to receive all new sidewalks on both sides, then the assessment would be for 150 ft. total (140' of frontage plus 150' side yard minus the flankage credit of 140') = 150 ft. total).
- b) If a smaller 100' (front) by 140' (deep) corner lot is to receive all new sidewalks on both sides, then the assessment would be for 100 ft. total (100' of frontage plus 140' side yard minus the flankage credit of 140') = 100 ft. total). Likewise for a 50' or 75' wide lot.

If a corner lot did not have sidewalk on its frontage OR its frontage sidewalk is all in excellent shape, and the project calls for new sidewalk installation on its flanking side only; then the property would be assessed for only that portion of the flanking side that exceeds the 140 ft. flanking credit. For example,

- c) If a large 100' (front) by 150' (deep) corner lot is to receive a new side yard sidewalk (flanking side) only; then the special assessment would be for 10 feet (150' deep flanking side minus 140' flankage credit).

The flankage credit is determined to be 140 feet based on the fact that the typical Ashland lot is 140 ft. deep. The flanking side of a lot is not intended to be special assessed until the amount of sidewalk installed or replaced on the flank within any 20 year period exceeds 140 lineal feet.

4.0 ASSESSABLE PROJECT ELEMENTS AND COSTS

Recognizing that it is the policy of the City of Ashland to levy Property Assessments to recover approximately 50% of the cost of constructing sidewalk improvements. The City Council establishes the locations and priorities for sidewalk improvement projects as described in Ordinance 530, *Ordinance to Adopt a Sidewalk Construction, Maintenance, and Use Policy for the City of Ashland*.

The City Council establishes the assessment rates for sidewalk improvements. Annually the Director of Public Works/City Engineer will recommend adjustments in the special assessment rates based on construction costs experienced the previous construction season. This rate will be published in the Comprehensive Fee Schedule, adopted annually by City Council.

All construction shall be in accordance with standards as published in the most recent version of the *City of Ashland Standard Specifications for Sidewalk Construction*, unless otherwise approved in writing from the Director of Public Works/City Engineer.

Assessable project elements and costs to be included in the special assessment computations are described herein:

- a) Sidewalk Removal, Saw Cutting, and other associated demolition costs: Costs for removal, saw cutting, and other associated demolition costs of existing sidewalks is to be included with construction costs.
- b) Grading and Gravel Base: The grading and construction of a gravel base for sidewalk construction will be included with construction costs.
- c) Curb, Gutter, and Pedestrian Handicap Ramps: The construction or replacement of concrete curb and gutter associated with installation of pedestrian ramps and/or adjacent sidewalks will be included in cost computations, and shall be allocated evenly as part of general sidewalk improvement construction costs. This shall include the installation of color-contrasted truncated dome devices for visually impaired pedestrians.
- d) Sidewalk Construction Costs: New sidewalk construction, or complete replacement of existing sidewalk, is to be included in the costs for construction.
- e) Replacement Sidewalk and Repairs to Existing Sidewalk: Spot repairs of existing sidewalk, including grinding, milling, mud-jacking, or individual panel replacement is to be included in the costs for construction.
- f) Tie-in Sidewalks and Driveway Aprons: Sidewalks and driveway aprons that tie-in and connect to the public walkways (carriage and entrance walks) shall be included with construction costs and allocated to the property served by sidewalk and/or driveway apron. General improvements elected by the property owner are not included in the general project costs; and while encouraged by the City, all such improvements and related expenditures shall be independently borne by the property owner.
- g) Boulevard (Terrace) Restoration: For the purpose of this paragraph the word boulevard (terrace) means that area between the back of the curb and the sidewalk, or, in the absence of a sidewalk, the property line.

Boulevard (terrace) restoration, seeding or sodding will be included in the cost calculations. No assessments will be made for replacement of turf located outside the street right-of-way that is required to be replaced to facilitate the matching of the existing yard to the new street construction.

- h) Retaining Walls: When it is determined that the construction of retaining walls, as part of street improvements, has a shared benefit between the property owner and the City, in that the property owner usually has larger useable lot area than would be available in the absence of the wall. The cost of constructing a retaining wall will therefore be split, with 50% of the cost of constructing the first five feet (5') of height of the retaining wall special assessed to the abutting lot. The City will pay for 50% of the cost of the first five feet (5') of height and 100% of the cost above five feet (5') of height of a retaining wall. A retaining wall shall be assessed on a square foot basis for the amount of retaining wall constructed adjacent to the benefited property.

5.0 ASSESSMENT AMOUNTS AND REPAYMENT

This section of the policy to sets forth the amounts and repayment terms of Property Assessments.

- a) Property Assessments shall be for approximately 50% of the construction costs as determined by the criteria noted above. The actual assessment rate shall be set annually and adopted by Council as part of the Comprehensive Fee Schedule.
- b) Property Assessments may be paid in full following completion of the work (with no interest), or through 10 equal annual installments.
- c) The interest rate shall be 1% above the City's borrowing rate (as determined by loan or bond issuance) to cover overhead expenditures associated with administration of the program.
- d) Assessments shall be due in full upon sale or transfer of the property.
- e) The payment of special assessments may be deferred in case of hardship in accordance with the City's Hardship Policy for the Levy of Assessments.

6.0 MISCELLANEOUS PROVISIONS

It is the intention of this section of the policy to clarify special circumstances, which may arise in establishing the benefit to lots as a result of public improvements completed by the City of Ashland.

- a) The policies set forth in this document do not alter the requirements of the City's subdivision and zoning codes with regard to a developer's responsibility to provide and pay for required improvements at the time that any given property is to be improved.
- b) The City of Ashland shall special assess improvements to railroad property as permitted by the Wisconsin Statutes, except as may otherwise be determined by the City Council.
- c) The City of Ashland shall bear 100% of the costs associated with constructing sidewalks on city-owned properties.
- d) The City of Ashland's utilities shall bear 100% of the costs associated with constructing sidewalks on utility properties (allocated to the appropriate utility).
- e) Projects constructed by Federal or State monies/agencies that include full payment of sidewalk construction costs as part of the respective projects are not subject to Property Assessments. Those that provide partial or no payment of sidewalk construction costs will be special assessed, subject to the specific requirements of pertinent federal and state funding sources.

- f) Property owners undertaking their own work, or arranging for pre-approved contractors to do so, shall not be special assessed. However, they are responsible for completing all work as described herein and in accordance with Ordinance 530.

602 Concrete Sidewalks, Driveways, Loading Zones, Safety Islands, Surface Drains, Rumble Strips and Steps

602.1 Description

- (1) This section describes constructing sidewalks, driveways, loading zones, safety islands, surface drains, rumble strips and steps including landings, of concrete, with or without reinforcement.
- (2) Unless specifically specified in the contract, sidewalks or steps built integral with and as a part of bridges or culverts are not included.

602.2 Materials

- (1) Furnish materials conforming to the following:

Expansion joint filler	415.2.3
Concrete	501
Reinforcement	505
Electrical conduit.....	652
- (2) Provide grade A concrete as modified in [716](#). Provide QMP for class II ancillary concrete as specified in [716](#).
- (3) Furnish high early strength concrete under the HES bid items. The contractor may use HES concrete for driveways even where the contract does not require it, with engineer approval.
- (4) Furnish cast iron detectable warning fields for curb ramps from the [APL](#) for the color defined in the Curb Ramp Detectable Warning Field bid items.

602.3 Construction

602.3.1 General

- (1) The engineer will inspect ancillary concrete built under 602 for transverse cracking as specified in [415.3.17](#) for ancillary concrete. Repair cracked concrete as the engineer directs.

602.3.2 Sidewalks and Driveways

602.3.2.1 Preparing the Foundation

- (1) Form the foundation by excavating or filling to the required elevation of the concrete bottom, or subbase bottom if specified. Tamp or compact the foundation to ensure stability.
- (2) In cuts, make the foundation wide enough to allow placing forms and performing concrete placement and finishing. In embankments, construct the foundation at least 2 feet wider than the proposed sidewalk or driveway width. For sidewalk, extend foundation at least one foot beyond each end.
- (3) Unless specified otherwise, fill holes, ruts, and other depressions in the foundation with materials similar to those in the existing foundation. The contractor may use granular subbase or aggregate base.
- (4) If the plans show, place granular subbase or aggregate base to the thickness and section the plans show.

602.3.2.2 Forms

- (1) Furnish and use wood or metal forms straight and of sufficient strength to resist springing, tipping, or other displacement during depositing and consolidating the concrete. If using wood forms, provide surfaced planks, at least 2-inch nominal thickness stock except for sharply curved sections. If using metal forms, ensure they are the engineer-approved section with a flat surface on top. Use forms as deep as the depth of the sidewalk. Securely stake, brace, and hold the forms firmly to the required line. Make the forms tight to prevent mortar leakage. Clean and oil before placing concrete against them.

602.3.2.3 Placing and Finishing Concrete

- (1) The engineer will check and approve the foundation, forms, stringline, and reinforcement if required, before placing the concrete. The engineer will check thickness according to [CMM 870: WTP C-003](#) Preplacement Measurement. If slip-forming concrete, the engineer will check the stringline to assure setup is in conformance to plan alignment and grade. Place the concrete on a moist foundation, deposit it to the required depth, and consolidate sufficiently to bring the mortar to the surface, then strike-off and finish to a true and even surface. Before the mortar sets, brush or lightly broom the surface. Before performing the final surface finish, check the sidewalk surface with a 10-foot straightedge and spotcheck driveways, correct areas that vary 1/4 inch from the testing edge by adding or removing concrete while the concrete is still plastic.

- (2) If the engineer allows, the contractor may construct concrete sidewalks with suitable, engineer-approved, slip-form equipment. The contractor may omit wood floating if the slip-form equipment produces a suitable finish.
- (3) Construct curb ramps at the locations and conforming to the details and dimensions the plans show. Embed detectable warning field arrays in plastic concrete conforming to manufacturer-recommended procedures. Do not install on hardened concrete. Do not field cut plates except where the ends of radial arrays abut ramp edges. Smooth the edges of field cuts.

602.3.2.4 Reinforcement

- (1) If required, use reinforcement conforming to, and place it as specified on, the plans.

602.3.2.5 Joints

602.3.2.5.1 General

- (1) Use contraction joints to divide the work into sections.
- (2) No joint may deviate more than 5 degrees from perpendicular to the surface of the finished. Ensure that joint axes do not deviate more than 1/2 inch from a straight line, or from the designated alignment at any point. If constructing the joints in sections, do not use offsets or concrete struts between adjacent units.
- (3) Contraction joints may be formed using one of the following methods:
 - 1. Create a slot or groove at least 1/4 of the depth and 1/4 inch wide. Form them by inserting a metal parting strip in the concrete after striking off and consolidating, and while the concrete is still plastic. As soon as the concrete retains its shape, remove the parting strip and edge-finish the joint.
 - 2. Cut the concrete not less than 1/4 of the depth through a pointed trowel or other suitable tool. Edge-finish the joint.
 - 3. Saw contraction joints no less than 1/4 of the depth and approximately 1/8 inch wide. Perform the sawing as soon as possible after the concrete sets sufficiently to prevent raveling during sawing and before shrinkage cracking occurs.
- (4) If constructing the work in partial width slabs, place transverse joints so they match the like joints in adjacent slabs. Place joints to match adjacent concrete joints regardless of expansion joint filler between new and existing concrete.
- (5) If possible, do not divide sidewalks into sections less than 3 feet, or greater than 12 feet in any dimension.
- (6) Extend the expansion joint filler to one inch below the concrete's full depth and make the top slightly below the finished surface.
- (7) Consolidate the concrete thoroughly at expansion joint faces to fill the voids, and finish the surface smooth and true to grade. Also, round edges along forms, un-sawed joints, and metal slab division forms with a 1/2-inch radius edger. For other work under this section, use mechanical vibration at expansion joint faces to fill the voids, and finish the surface smooth and true to grade.
- (8) Do not seal joints.

602.3.2.5.2 Sidewalk Joints

- (1) For sidewalks of uniform width, construct transverse joints at right angles to the sidewalk centerline, and construct longitudinal joints parallel to the centerline, unless specified otherwise. For sidewalks of variable or tapering widths, make the transverse and longitudinal joints at right angles to each other, if possible, and construct the joints as the engineer laid them out the field.
- (2) Place 1/2-inch-wide transverse expansion joint filler through the sidewalk at uniform intervals not greater than 100 feet apart.
- (3) Place 1/2-inch-wide expansion joint filler between the sidewalk and back of abutting parallel curb or gutter; driveway; or edge of pavement.
- (4) Place 1-inch-wide expansion joint filler between sidewalk and buildings or other rigid structures.
- (5) If widening existing sidewalks, place transverse joints in line with like joints in the existing sidewalk.

602.3.2.5.3 Driveway Joints

- (1) For driveways of uniform width, construct transverse joints at right angles to the driveway centerline, and construct longitudinal joints parallel to the centerline, unless specified otherwise. For driveways of variable or tapering widths, make the transverse and longitudinal joints at right angles to each other, if possible, and construct the joints as the engineer laid them out the field.
- (2) Place 1/2-inch-wide expansion joint filler between the driveway and back of abutting parallel curb or gutter; and between the driveway and parallel sidewalk.

- (3) Place 1-inch-wide expansion joint filler between driveway and buildings or other rigid structures.

602.3.2.6 Protecting and Curing

- (1) Cure the concrete as specified in [415.3.12](#).
- (2) Protect sidewalks and driveways as specified for concrete pavement in [415.3.14](#).

602.3.2.7 Opening to Service

602.3.2.7.1 Sidewalks

- (1) The engineer may allow the contractor to open sidewalks to pedestrian traffic after the concrete has developed sufficient strength to prevent damage to the surface.

602.3.2.7.2 Driveways

- (1) Open to service as specified in [415.3.15](#), except follow the opening strength for construction and public traffic as listed below:
 - Residential Driveways: 2000 psi
 - Commercial or Industrial Driveways: 3000 psi

602.3.2.8 Backfilling and Restoring the Site of the Work

- (1) If the sidewalk does not touch curb, curb & gutter, pavement, or other structures and if the concrete is cured and the forms removed, then backfill the spaces along the sides with satisfactory soil and thoroughly compact. For the backfill conform to the section the plans show. Dispose of surplus excavation and restore the work site to a neat and orderly condition.

602.3.3 Loading Zones

- (1) Construct raised loading zones in streets, if included in the contract, of concrete conforming to the requirements above, and at the locations, and as specified in the details and dimensions the plans show. Use construction methods conforming to [602.3.2](#).
- (2) If constructing loading zones on bases covered with a wearing surface, place the loading zone directly on base.
- (3) If constructing loading zones on concrete pavements, place the loading zones on the finished surface.
- (4) Tie loading zones to the pavement with at least four 3/4-inch diameter dowel or tie bars, 10 inches long. Use construction methods conforming to [602.3.2](#).
- (5) Provide openings for traffic signals, if any, as directed.

602.3.4 Safety Islands

- (1) Under the Concrete Safety Islands bid item, construct concrete safety islands conforming to the requirements above and the details and dimensions the plans show. This work includes furnishing, by the contractor, or by others, and installing fixtures, conduits, and other materials, the detailed plans show.
- (2) Place concrete between suitable forms accurately set to conform to the design of the island, and anchor securely to preclude movement during placement and finishing operations. Unless directed otherwise, use construction methods conforming to [602.3.1](#).
- (3) Provide or construct openings in the island and in the base as the plans show for installing fixtures, posts, or cables. Install fixtures and materials at the time and in the manner designated on the plans or as the engineer directs.

602.3.5 Surface Drains

- (1) Install and maintain temporary surface drains at locations designated for permanent drains until permanent drains are completed.
- (2) Place and secure steel reinforcement and tie bars in their plan position before placing concrete. Place and cure the concrete conforming to [415.3](#).
- (3) Excavate, prepare the subgrade and aggregate base, and backfill as required to place the drains and restore the grade after placement.

602.3.6 Concrete Rumble Strips

- (1) Mill shoulder rumble strips and diamond grind center line and edge line rumble strips into new or existing concrete pavements. For center line and edge line rumble strips stay a minimum of two inches away from longitudinal joint. Do not apply rumble strips across bridges.
- (2) If milling, use a rotary head mill with a cutting tip pattern that will produce a relatively smooth cut of the size, shape, spacing, and alignment the plans show. Ensure that cutting heads are on a suspension

independent from the power unit to allow the heads to self-align with slopes and irregularities. Ensure that the machine has a guidance system that consistently provides the rumble strip plan alignment.

If diamond grinding, use a wet process rotary head diamond grinding machine with a cutting tip pattern that will produce a relatively smooth cut of the size, shape, spacing, and alignment the plans show.

Ensure that cutting heads are on a suspension independent from the power unit to allow the heads to self-align with slopes and irregularities. Ensure that the machine has a guidance system that consistently provides the rumble strip plan alignment.

- (3) For center line and edge line rumbles apply concrete protective surface treatment to clean, dry surface after pavement markings are placed.
- (4) Mill or form transverse rumble strips into new concrete pavement or, if inlaid into existing HMA or concrete pavements, into work built under the Concrete Pavement Replacement bid item except use concrete conforming to [416.2.2](#).
- (5) If forming rumble strips into freshly placed concrete, form or finish the concrete to consistently produce the size, shape, spacing, alignment, and smoothness the plans show.
- (4) Before beginning the work, demonstrate to the engineer that the proposed operation achieves the desired surface inside each depression without damaging the pavement. Place rumble strips in the pattern and shape the plans show. For shoulders carrying temporary traffic during construction, do not install rumble strips until after routing traffic back to the mainline.
- (5) At the end of each workday, move equipment and material out of the clear zone and sweep or vacuum the traveled way pavement and shoulder areas. Sweep away or vacuum up milling debris before opening adjacent lanes to traffic. Dispose of waste material as specified in [203.3.4](#); do not place on the finished shoulder surface.

602.3.7 Steps

- (1) If constructing steps, and landings is included in the contract, build them at the locations and as specified in the design, dimensions, and details the plans show. This work includes reinforcement and necessary excavating, backfilling, and disposing of excess excavation material.
- (2) Provide a rubbed surface finish on formed surfaces of landings, risers, and sides of steps as specified for concrete bridges in [502.3.7.3](#).
- (3) Furnish and use materials and construction methods conforming to [602.3.1](#), except as specified otherwise.

602.4 Measurement

- (1) The department will measure the Concrete Sidewalk bid items by the square foot acceptably completed. Measurement includes the area of the curb ramp and warning field. The department will not measure the area of sidewalk intersecting a driveway if measured as driveway under [602.4\(2\)](#).
- (2) The department will measure the Concrete Driveway bid items by the square yard acceptably completed, measured as specified in [415.4](#) for Concrete Pavement including the driveway apron and any sidewalk within the limits of the driveway. The department will only measure area outside the specified limits for the pavement, curbs, gutters, combination curb & gutter or other structures.
- (3) The department will measure Concrete Loading Zones; Concrete Safety Islands; and the Curb Ramp Detectable Warning Field bid items by the square foot acceptably completed.
- (4) The department will measure Concrete Steps by the square foot acceptably completed. The measured area of steps, including landings equals the sum of the areas of the treads and landings, computed by multiplying the tread and landing width by the tread and landing length, out to out of integrally placed wall.
- (5) The department will measure the Concrete Surface Drains bid items by the cubic yard acceptably completed, based on the dimensions the plans show or the engineer directs.
- (6) The department will measure Concrete Shoulder and Edge Line Rumble Strips by the linear foot acceptably completed, measured as the length along each side of the traveled way from the first groove in a segment to the last groove in that segment. The department will measure Concrete Center Line Rumble Strips by the linear foot acceptably completed, measured as the length along the center line from the first groove in a segment to the last groove in that segment. A segment is a series of grooves including 50-foot and shorter gaps as well as skips at transverse joints the plans show. Gaps greater than 50 feet define a new segment. The department will deduct for skips at transverse joints greater than the plans show.
- (7) The department will measure Concrete Transverse Rumble Strips by the square yard acceptably completed, measured to include the area between the milled or cast-in-place grooves, or if inlaid into

existing HMA or concrete pavement, the area of the inlay. The department will not deduct for embedded fixtures with an area less than one square yard as measured in the plane of the pavement.

602.5 Payment

602.5.1 General

- (1) The department will pay for measured quantities at the contract unit price under the following bid items:

<u>ITEM NUMBER</u>	<u>DESCRIPTION</u>	<u>UNIT</u>
602.0400 - 0499	Concrete Sidewalk (inch)	SF
602.0500 - 0549	Curb Ramp Detectable Warning Field (color)	SF
602.0600 - 0649	Curb Ramp Detectable Warning Field Radial (color)	SF
602.0800 - 0849	Concrete Driveway (inch)	SY
602.0850 - 0899	Concrete Driveway HES (inch)	SY
602.1000	Concrete Loading Zone	SF
602.1500	Concrete Steps	SF
602.2400	Concrete Safety Islands	SF
602.3010	Concrete Surface Drains	CY
602.3015	Concrete Surface Drains HES	CY
602.3210 - 3279	Concrete Rumble Strips, (location, type)	LF
602.3280	Concrete Rumble Strips, Transverse	SY

- (2) The department will adjust pay for ancillary concrete crack repairs on items constructed under 602 as specified in [601.5.2](#).

602.5.2 Concrete Sidewalk, Driveways, Loading Zone, and Steps

- (1) Payment for the Concrete Sidewalk, Driveways, Loading Zone, and Steps bid items is full compensation for foundation excavation, preparation, and backfill if there is no adjacent roadway excavation taking place; for granular subbase or aggregate base if there is no adjacent roadway subbase or aggregate base being placed; providing concrete and reinforcement, and for restoring the site. Payment also includes providing tie bars and dowel bars in unhardened concrete. The department will pay separately for tie bars and dowel bars used to connect the work to concrete not placed under the contract under the Drilled Tie Bars and Drilled Dowel Bars bid items as specified in [416.5](#). The department will pay separately for coloring concrete as required.

602.5.3 Curb Ramp Detectable Warning Fields

- (1) Payment for the Curb Ramp Detectable Warning Field bid items is full compensation for providing the warning field arrays of the specified configuration and color.

602.5.4 Concrete Safety Islands

- (1) Payment for Concrete Safety Islands is full compensation for providing, placing, finishing and curing concrete; for providing and placing materials, except those that the plans show as furnished by others; for handling and installing fixtures and materials that the plans show as furnished by others; and for required excavating or openings in the base.

602.5.5 Concrete Surface Drains

- (1) Payment for Concrete Surface Drains bid items is full compensation for providing surface drains; for steel reinforcement and dowel and tie bars; and for excavating, preparing the subgrade and aggregate base, and backfilling.

602.5.6 Concrete Rumble Strips

- (1) Payment for Concrete Shoulder Rumble Strips is full compensation for milling or diamond grinding; for sweeping or vacuuming; for disposing of waste and for placement of protective surface sealant.
- (2) Payment for Concrete Rumble Strips Transverse is full compensation for milling or forming grooves; for sweeping or vacuuming; and for disposing of waste. The department will pay separately for new concrete pavement under the Concrete Pavement bid items; and for concrete inlaid in existing HMA or concrete pavement under the Concrete Pavement Replacement bid item.

501 Concrete

501.1 Description

- (1) This section describes concrete requirements including component materials, proportioning, mixing, placing, and protecting concrete mixtures.

501.2 Materials

501.2.1 (Vacant)

501.2.2 Definitions

- (1) Use the definitions in [301.2](#), and interpret these terms used in 501 as follows:
- Ancillary concrete** A general term used throughout the standard specs in reference to all concrete items that are not class I concrete.
 - Coarse aggregates** Aggregate predominantly retained on the No. 4 sieve
 - Concrete class** The department categorizes concrete as class I, II, or III defined by the sampling, testing, and reporting requirements specified in [715](#) and [716](#).
 - Concrete grade** The department categorizes concrete as grade A, B, C, or E defined by cementitious material content.
 - Fine aggregates** Aggregate that entirely passes the 3/8-inch sieve, almost entirely passes the No. 4 sieve, and is predominantly retained on the No. 200 sieve.

501.2.3 Sampling and Testing

- (1) Sample and test aggregates for concrete according to the following:
- Aggregate Sampling [WTM R90](#)
 - Lightweight pieces [WTM T113](#)
 - Material finer than No. 200 sieve [WTM T11](#)
 - Aggregate unit weight [AASHTO T19](#)
 - Organic impurities for Concrete [AASHTO T21](#)
 - Aggregate Gradation [WTM T27](#)
 - Effect of organic impurities in fine aggregate [AASHTO T71](#)
 - LA Wear [WTM T96](#)
 - Alkali silica reactivity (ASR) - aggregates [ASTM C1260](#)
 - ASR - combinations of cementitious materials and aggregates [ASTM C1567](#)
 - Freeze-thaw [WTM T103](#)
 - Sodium soundness [WTM T104](#)
 - Fine aggregate specific gravity [WTM T84](#)
 - Coarse aggregate specific gravity [WTM T85](#)
 - Flat and elongated [WTM D4791](#)
- (2) Test cementitious materials and admixtures in a department-recognized laboratory, defined as any state department of transportation or other cement and concrete laboratory regularly inspected by the Cement and Concrete Reference Laboratory.
- (3) Test for soft or non-durable particles conforming to department laboratory methods. The department will field evaluate or laboratory test to determine aggregate acceptability relative to excessive clay lump quantities.

501.2.4 Cementitious Material

501.2.4.1 Portland Cement

- (1) Use cement conforming to ASTM specifications as follows:
- Type I portland cement; [ASTM C150](#).
 - Type II portland cement; [ASTM C150](#).
 - Type III portland cement; [ASTM C150](#), for high early strength.
 - Type IP portland-pozzolan cement; [ASTM C595](#), except maximum loss on ignition of pozzolan component is 2.0 percent and maximum pozzolan content is 30 percent.
 - Type IS portland blast-furnace slag cement; [ASTM C595](#), except maximum slag content is 30 percent.
 - Type IL portland-limestone cement; [ASTM C595](#).
 - Type IT ternary blended cement; [ASTM C595](#), except maximum supplementary cementitious material content is 30 percent.

- (2) Obtain portland cement from manufacturers on the [APL](#). The engineer may accept cement not on the [APL](#) under the department's cement acceptance program in [CMM 870](#).
- (3) For blended cements, provide a manufacturer's written certification stating the source, quantity, and composition of essential constituents and the composition of the final cement provided under the contract. Ensure constituents conform to requirements specified in [501.2.4.2](#) and [501.2.4.3](#).
- (4) Store cement of different types, brands, and sources separately. Keep batches of concrete made from different types, brands, and sources from becoming intermixed in the work, unless the engineer approves otherwise.
- (5) The engineer will reject cement that is partially set or that contains lumps.
- (6) The engineer may reject cement if, the temperature at the time of delivery to the mixer exceeds 165 F. To avoid this, store it until it cools to at least 165 F before incorporating into the batch.

501.2.4.2 Supplementary Cementitious Material (SCM)

501.2.4.2.1 General

- (1) When the contract requires or allows, use fly ash, slag, silica fume, or alternate SCMs as a direct replacement by weight for cement in concrete mixes. The department will sample and test SCMs during concrete production to verify material conformance.

501.2.4.2.2 Fly Ash

501.2.4.2.2.1 General

- (1) Test the fly ash using the test methods prescribed in [ASTM C311](#), starting at least 30 calendar days before its proposed use and continuing at ASTM-required frequencies as the work progresses.
- (2) Obtain, from the fly ash manufacturer, a copy of the certified report of test or analysis made by a qualified independent laboratory, showing compliance with [ASTM C618](#) for the appropriate fly ash class, except limit the loss on ignition to 2 percent. Submit the report to the engineer with the mix design, at least 7 business days before use.
- (3) Retain test records for at least 5 years after completing the work and provide these records upon request.
- (4) For contracts with 100 tons or more of fly ash, obtain under the engineer's observation, one 4-pound sample for every 2000 tons of fly ash used, or fraction thereof. The engineer will take possession of the sample and submit to the BTS laboratory for department verification testing.

501.2.4.2.2.2 Class C Ash

- (1) Conform to [ASTM C618](#) class C.

501.2.4.2.2.3 Class F Ash

- (1) Furnish a class F fly ash from a source listed on the [APL](#) and conforming to [ASTM C618](#) class F.
- (2) For class F sources not on the [APL](#), limit the content to a maximum 15 percent.

501.2.4.2.3 Slag

- (1) At least 7 business days before use, submit a certified report of test or analysis showing the ground granulated blast furnace slag conforms to [ASTM C989](#), grade 100 or 120.
- (2) For contracts with 100 tons or more of slag, obtain, under the engineer's observation, one 4-pound sample for every 2000 tons of slag used, or fraction thereof. The engineer will take possession of the sample and submit to the BTS laboratory for department verification testing.

501.2.4.2.4 Silica Fume

- (1) Furnish silica fume conforming to [ASTM C1240](#).
- (2) Use a high range water reducer, superplasticizer, conforming to [501.2.5.3.3](#) in mixtures containing 3 percent or more silica fume.
- (3) Submit a mix design, including material sources and quantities, to the department at least 14 calendar days before use. The engineer will coordinate with the BTS laboratory for review and approval analysis.

501.2.4.2.5 Blended SCMs

- (1) Furnish blended SCMs conforming to [ASTM C1697](#).
- (2) Submit a mix design, including material sources and quantities, to the department at least 14 calendar days before use. The engineer will coordinate with the BTS laboratory for review and approval analysis.
- (3) Conform to sampling/testing requirements specified by the engineer.

501.2.4.3 Alternative Supplementary Cementitious Material (ASCM)

- (1) Test ASCMs according to [ASTM C1709](#). Submit a mix design, including material sources and quantities, to the department at least 14 calendar days before use. Include a certified report of test or analysis showing the chemical composition, physical properties, and performance test results of the ASCM. The engineer will coordinate with the BTS laboratory for review and approval analysis.
- (2) Conform to sampling/testing requirements specified by the engineer.

501.2.5 Chemical Admixtures

501.2.5.1 General

- (1) Conform to the manufacturer's recommendations for use of admixtures. The contractor is responsible for ensuring that admixtures used in the same batches of concrete are compatible and produce the required properties in concrete.

501.2.5.2 Air-Entraining Admixtures

- (1) Furnish an air-entraining admixture on the [APL](#), or provide a certified report of test or analysis showing the air-entrainer conforms to AASHTO M154 for 7-day and 28-day compressive and flexural strengths and resistance to freezing and thawing. The engineer will not require tests for bleeding and setting time.
- (2) If the contractor offers to use an admixture that is essentially the same as one on the [APL](#), with only minor differences in concentration, the department will require certification stating it is essentially the same as the department-approved admixture, and that it contains no other admixture or chemical agent.

501.2.5.3 Retarding, Water-Reducing, and Non-Chloride Accelerating Admixtures

501.2.5.3.1 Water-Reducing Admixtures

- (1) Furnish a water-reducer on the [APL](#) or submit a certified report of test or analysis showing conformance to [AASHTO M194](#), type A, except if it is also a set retarder, then conform to type D.

501.2.5.3.2 Retarding Admixtures

- (1) If furnishing an admixture to retard concrete setting, submit a certified report of test or analysis showing conformance to AASHTO M194 type B, except if it is also a water-reducer, furnish one from the [APL](#), conforming to type D.

501.2.5.3.3 High Range Water-Reducing Admixtures

- (1) If furnishing a high-range water-reducing admixture, superplasticizer submit a certified report of test or analysis showing conformance to AASHTO M194, type F, except if it is also a set retarder, then conform to type G.
- (2) Submit a mix design, including material source and quantity, to the engineer 14 calendar days before use. BTS approval is required before use.

501.2.5.3.4 Non-Chloride Accelerating Admixture

- (1) If furnishing a non-chloride accelerating admixture, provide a certified report of test or analysis showing conformance to AASHTO M194, type C, except if it is also a water-reducer, then conform to or type E.

501.2.5.3.5 Hydration Controlling Admixtures

- (1) When furnishing hydration stabilizers conform to AASHTO M194, type B or type D.
- (2) Submit a mix design, including material source and quantity, to the engineer 14 calendar days before use. BTS approval is required before use.
- (3) Conduct preliminary trials on-site to determine the required dosage rate.

501.2.6 Mixing Water

501.2.6.1 General

- (1) Furnish water for use with cement in concrete, mortar, neat cement paste, and in other cement mixing operations.

501.2.6.2 Requirements

- (1) The contractor may furnish drinking water from municipal water supplies for concrete; the engineer may test this water for compliance with the requirements specified below.
- (2) Water from other sources must comply with the following:
Acidity, maximum of 0.1N NaOH to neutralize 200 mL of water; [WTP C-001](#)2 mL

Alkalinity, maximum of 0.1N HCL to neutralize 200 mL of water; WTP C-001	15 mL
Maximum sulphate (S04); WTP C-001	0.05 percent
Maximum chloride; WTP C-001	0.10 percent
Maximum total solids; WTP C-001	
Organic	0.04 percent
Inorganic	0.15 percent

- (3) Furnish water that is not brackish and is clean and free of injurious quantities of sugar, oil, or other deleterious substances.
- (4) Furnish water that causes no indication of unsoundness, no significant change in the set time, and does not affect the compressive strength of standard 1:3 mortar briquettes by more than 10 percent compared to strengths from mixtures containing distilled water and the same cement and sand.
- (5) Do not use water from shallow, muddy, or marshy sources. The contractor shall not use water from suspected sources until the engineer tests and approves it. If supply sources are relatively shallow, enclose the suction pipe intake to keep out silt, mud, grass, and other foreign materials. Position the suction pipe to provide at least 2 feet of water beneath the pipe intake.

501.2.6.3 Sampling and Testing

- (1) Under the engineer's observation, obtain at least 2 quarts of water in clean plastic or glass containers, from each source to be tested. Carefully pack and label the samples. The engineer will take possession of the samples for department testing conforming to [CMM 870](#).

501.2.7 Aggregates

501.2.7.1 General

- (1) Furnish material conforming to the individual component requirements of [501.2.7.2](#) for fine aggregates, [501.2.7.3](#) for coarse aggregates, and [501.2.7.4](#) for size requirements.
- (2) The engineer may prohibit using, or may require additional testing of, aggregates from any source, plant, pit, quarry, or deposit if the character of the material is questionable or the method of operation makes it unlikely that the aggregates produced will conform to specified requirements; or from deposits or formations known to produce unsound materials.
- (3) Furnish samples of materials from previously untested sources and from previously tested sources if the engineer requires; obtain department approval before use.
- (4) If procuring aggregates from pits or quarries, conform to [104.9](#) for final cleanup.

501.2.7.2 Fine Aggregates

501.2.7.2.1 General

- (1) Fine aggregate consists of a combination of sand with fine gravel, crushed gravel, or crushed stone.
- (2) Furnish hard, strong, and durable fine aggregate from an approved source. Use an approved source listed on the [APL](#) or follow the source approval process specified in [106.3.4.2](#).

501.2.7.2.2 Deleterious Substances

- (1) Provide fine aggregate free of frozen material and foreign matter. Do not exceed the following deleterious substance limits:

TABLE 501-1 DELETERIOUS SUBSTANCE LIMITS

SUBSTANCE	PERCENT BY WEIGHT ^[1]
Material passing No. 200 sieve	3.5 ^[2]
Coal	1.0
Clay lumps	1.0
Shale	1.0
Other local deleterious substances	1.0

^[1] The total amount of coal, clay lumps, shale, and other deleterious substances must not exceed 3.0 percent by weight.

^[2] Reduce to 2.3 percent if used in grade E concrete.

501.2.7.2.3 Organic Impurities

- (1) Fine aggregate must not contain harmful quantities of organic impurities. The engineer will reject aggregates that produce a color darker than the standard color, organic plate no. 3, when subjected to the [AASHTO T21](#) colorimetric test for organic impurities, unless they pass the [AASHTO T71](#) mortar strength test by producing a relative strength at 7 days of not less than 95 percent.

501.2.7.3 Coarse Aggregates

501.2.7.3.1 General

- (1) Provide coarse aggregates from a department-approved source. Use an approved source listed on the [APL](#) or follow the source approval process specified in [106.3.4.2](#).
- (2) Use clean, hard, durable gravel, crushed gravel, crushed stone, or crushed concrete; do not use crushed concrete as coarse aggregates in concrete for bridges, culverts, or retaining walls.

501.2.7.3.2 Physical Properties

- (1) Furnish coarse aggregates approved for use in concrete and conforming to table 501-2.

TABLE 501-2 PHYSICAL PROPERTIES

AGGREGATE QUALITY TEST	MAXIMUM PERCENT (by weight)
LA wear	50
Sodium soundness	12
Freeze-thaw	18

- (2) The department may prohibit using crushed stone from limestone/dolomite deposits having thinly bedded strata, or strata of a shale nature.
- (3) If all coarse aggregates used are produced from the same deposit or source, ensure that testing for wear, sodium sulfate soundness, and soundness by freezing and thawing uses a composite sample. This sample will contain equal percentages of each component coarse aggregate used. If the component coarse aggregates are produced from more than one deposit or source, ensure that testing for wear, sodium sulfate soundness, and soundness by freezing and thawing uses one sample from each deposit or source.

501.2.7.3.3 Deleterious Substances

- (1) Ensure aggregates are free of excess flat & elongated particles, lightweight pieces, frozen lumps, vegetation, deleterious substances, or adherent coatings considered injurious. Do not exceed the maximum limits of deleterious substances specified in table 501-3.

TABLE 501-3 DELETERIOUS SUBSTANCES

SUBSTANCE	PERCENT (by weight)
Flat and elongated	15
Lightweight pieces ^[2] in concrete not for prestressed concrete members	5.0 ^[3]
Lightweight pieces ^[2] in concrete for prestressed concrete members	2.0
Shale	1.0
Coal	1.0
Clay lumps	0.3
Soft fragments	5.0
Any combination of shale, coal, clay lumps, and soft fragments	5.0
Material passing No. 200 sieve	1.5

^[1] As modified in [CMM 860](#).

^[2] Material having a saturated surface-dry bulk specific gravity of less than 2.45, tested according to [WTM T113](#). Determine the percentage of lightweight pieces by dividing the weight of lightweight pieces in the sample retained on a 3/8-inch sieve by the weight of the total sample.

^[3] The engineer may accept aggregates exceeding this value if aggregates from the same deposit or from one of similar geological origin demonstrated a satisfactory service record, or tests the engineer select indicate no inferior behavior.

- (2) If using 2 sizes of coarse aggregates, the engineer will determine the percentages of harmful substances based on a sample consisting of 50 percent of sizes No. 1 and No. 2 for source approval; or, based on a sample consisting of the actual mix design percentages of sizes No. 1 and No. 2 used in the work.
- (3) The engineer will field evaluate or laboratory test to determine aggregate acceptability relative to excessive clay lump quantities.

501.2.7.3.4 Alkali Silica Reactivity Testing and Mitigation Requirements

- (1) If using coarse aggregate from sources containing significant amounts of fine-grained granitic rocks including felsic-volcanics, felsic-metavolcanics, rhyolite, diorite, gneiss, or quartzite; test coarse aggregate according to [ASTM C1260](#) for alkali silica reactivity. Gravel aggregates are exempt from this requirement.
- (2) If [ASTM C1260](#) tests indicate a 14-day expansion of 0.15 percent or greater, perform additional testing according to [ASTM C1567](#). Test mortar bars made with coarse aggregate and the blend of cementitious materials proposed for concrete placed under the contract. The department will reject the aggregate if [ASTM C1567](#) tests confirm mortar bar expansion of 0.15 percent or greater at 14 days.

501.2.7.4 Size Requirements

501.2.7.4.1 General

- (1) Except as provided below, furnish aggregates in separate sizes and store each size separately to prevent mixture until proportioned into each batch. The engineer will allow the contractor to combine aggregate fractions to produce a gradation within the limits specified in table 501-4, provided they are proportioned separately by weight into the batch in proportions provided in the contractor's mix design.
- (2) The contractor may provide coarse aggregate with 100 percent passing the 1-inch sieve in concrete mixes used for the following:
 - Curb and gutter, sidewalk, and steps.
 - Prestressed concrete members.
 - Foundations for soldier pile walls and noise walls.
 - Structure repairs or deck overlays.
 - Ancillary structure foundations.
 - Concrete masonry seals.
 - Other engineer-approved applications.

501.2.7.4.2 Aggregate Gradations

- (1) Use well graded fine and coarse aggregate conforming to the blended aggregate gradation limits specified in table 501-4.
- (2) The department will accept aggregates based on the blended aggregate gradations as batched. Calculate blended values using the actual batch percentages for the component aggregates.

TABLE 501-4 AGGREGATE MASTER GRADATION LIMITS

SIEVE	COMBINED AGGREGATE GRADATION		OPTIMIZED AGGREGATE GRADATION (OAG)
	STANDARD	100 % PASSING 1-inch sieve	TARANTULA CURVE GRADATION BAND
	(% passing by weight)		(volumetric % retained)
2-inch	100	100	0
1 1/2-inch	96 - 100	100	<= 5
1-inch	70 - 99	100	<= 16
3/4-inch	55 - 96	95 - 100	<= 20
1/2-inch	48 - 86	75 - 91	4-20
3/8-inch	38 - 77	56 - 80	4-20
No. 4	30 - 60	42 - 60	4-20
No. 8	25 - 53	36 - 55	<= 12
No. 16	20 - 44	27 - 45	<= 12
No. 30	10 - 32	15 - 32	4-20
No. 50	2 - 14	3 - 14	4-20
No. 100	0 - 6	0 - 6	<= 10
No. 200	0 - 2.3	0 - 2.3	<= 5
ADDITIONAL REQUIREMENTS - OPTIMIZED AGGREGATE GRADATION			
Percent by weight passing the 200 sieve <= 2.3			

OAG sum of volumetric percentages retained on No. 8, No. 16, and No. 30	≥ 15
OAG sum of volumetric percentages retained on No. 30, No. 50, No. 100, and No. 200	24-34 ^[1]

^[1] Increase to 40 percent if the concrete will be placed by a pump or by hand.

501.2.7.4.2.1 Optimized Aggregate Gradation

- (1) Ensure the blended aggregate gradations conform to the volumetric percent retained limits of the tarantula curve for the individual sieves specified in table 501-4. Also conform to the required OAG sums of percentages retained for the sieves specified in table 501-4.
- (2) For concrete pavements with a combined contract quantity over 50,000 square yards, the contractor must use optimized aggregate gradations. The contractor has the option to use optimized aggregate gradations for all other concrete items.
- (3) When using optimized aggregate gradations, the contractor may use an optimized mix design as allowed in [501.3.2.3](#).

501.2.7.4.2.2 Combined Aggregate Gradation

- (1) For standard mixes and mixes with 100 percent passing the 1-inch sieve, as allowed under [501.2.7.4.1](#)(2), conform to the combined aggregate gradation limits specified in table 501-4.

501.2.8 Concrete Curing Materials

- (1) Furnish liquid curing compound conforming to [ASTM C309](#), type 2, class A from the [APL](#). Curing compound not on the [APL](#), including carry-over material from a previous year that is removed from the [APL](#), must be tested by the BTS laboratory if the quantity exceeds 220 gallons.
 - Submit a 1-quart sample for each 2000 gallons used, or fraction thereof. Obtain samples under the engineer's observation.
 - Submit a certified report of test or analysis that includes the lot/batch number of the sampled material.
 - Carry-over curing compound from the previous year must be re-tested and placed on the current year [APL](#) before use.
- (2) Furnish sheeting conforming to [ASTM C171](#) for white opaque polyethylene film, except that the contractor may use clear or black polyethylene for cold weather protection.
- (3) Furnish burlap conforming to [AASHTO M182](#), class 3 or 4. The contractor may use 2 layers of class 1 or class 2 instead of one layer of class 3 or class 4.
- (4) Furnish polyethylene-coated burlap conforming to [ASTM C171](#) for white burlap-polyethylene sheets.

501.3 Construction

501.3.1 Concrete Grades

- (1) The department's standard concrete grades are defined in table 501-5.

501.3.2 Concrete Composition

501.3.2.1 General

- (1) Unless the contract specifies otherwise, for all concrete grades:
 - Provide air-entrainment.
 - Use a water-reducing admixture.

501.3.2.2 Concrete Proportions

501.3.2.2.1 General

- (1) Unless the contract specifies otherwise or if using an engineer-approved optimized mix design, conform to the cementitious material and the water-to-cement ratio master limits for grades of concrete as specified in table 501-5.

TABLE 501-5 CONCRETE GRADES

GRADE	MINIMUM CEMENTITIOUS CONTENT FOR A NOMINAL CUBIC YARD (lb/cy)	MAXIMUM W/CM
A	565	0.45
B	400	0.65
C	660	0.45
E	823	0.36

501.3.2.2.2 Supplementary Cementitious Materials

- (1) Replace 15 to 30 percent by weight of the total cementitious material content with approved SCMs for class I concrete as specified in [715](#).
- (2) Replace a maximum of 30 percent by weight of the total cementitious material content with approved SCMs for class II and class III concrete as specified in 716.
- (3) Limit Class F fly ash sources not on the APL to maximum 15 percent.
- (4) Minimum SCM content may be waived by the engineer.

501.3.2.2.3 Water

- (1) Water-to-cementitious material ratio (w/cm) is the weight of total free water divided by the weight of total cementitious materials.

501.3.2.2.4 Aggregates

- (1) Proportion fine aggregates and coarse aggregates to meet the blended aggregate gradation limits established in [501.2.7.4.2.1](#) or [501.2.7.4.2.2](#).

501.3.2.3 Optimized Concrete Mixtures

- (1) The contractor may use an optimized concrete mixture with reduced cementitious material content for concrete items with optimized aggregate gradations as defined in [501.2.7.4.2.1](#).
- (2) Develop an optimized mix design as specified in [710](#).
 - Provide a minimum cementitious material content of 500 pounds per cubic yard of concrete, except for grades C and E conform to table 501-5.
 - Provide a minimum $V_{\text{paste}}/V_{\text{voids}}$ of 1.25. The paste/void ratio equals the volume of paste divided by the volume of voids.

501.3.2.4 Concrete Admixtures

501.3.2.4.1 General

- (1) Dispense admixtures in liquid form only. Incorporate non-liquid admixtures in an aqueous solution according to the manufacturer's instructions before dispensing. Maintain admixtures at uniform concentration. The contractor is responsible for the uniform operation of the admixture and for its compatibility with other mix components and any other admixture used.

501.3.2.4.2 Air Entrainment

- (1) Use an admixture conforming to [501.2.5.2](#) with non-air-entrained cement to produce air-entrained concrete. Ensure that concrete air content conforms to the following:
 - Grade E concrete contains 6.0 percent air, +/- 1.0 percent.
 - Slip-formed concrete contains 7.0 percent air, +/- 1.5 percent.
 - Other concrete contains 6.0 percent air, +/- 1.5 percent.
- (2) Test fresh concrete air content according to [WTM T152](#) or [WTM T395](#) at the contract-required frequency and as the engineer directs. Test concrete placed by pumping or belting at the point of discharge from the pump line or belt.
- (3) The engineer may verify air content using a method that measures air volume directly. The contractor may request a check test performed according to [WTM T152](#) to validate the engineer's method.

501.3.2.4.3 Set Retarder

501.3.2.4.3.1 General

- (1) Use admixtures to retard concrete setting conforming to [501.2.5.3](#).

501.3.2.4.3.2 Bridge Superstructures

- (1) If required, add a retarding admixture conforming to [501.2.5.3](#) to the concrete mix used for the superstructures of cast in place reinforced concrete slab, concrete floor slabs, sidewalks, and parapets of other types of structures, including the top slab of concrete for box girder bridges according to the following:
- (2) Add the department-approved retarding admixture, to the concrete mix, as the engineer directs, if the air temperature when placing the concrete is 70 F or above; or if it is 50 F or above and it is expected to take 4 or more hours to place the concrete in any one span or pour. Add the retarding admixture in the proportions the manufacturer recommends for the anticipated temperature.

501.3.2.4.3.3 Extended Delivery Time

- (1) If the contractor elects to use a retarder to extend delivery time for ready-mixed concrete, as specified for delivery in [501.3.5.2](#), add it to the concrete mix if the concrete temperature when placing the concrete is 60 F or above.
- (2) Add the retarding admixture according to the manufacturer's instructions to obtain at least a one-hour delay in the initial set, as defined in [AASHTO T197](#), at the temperature during placement.

501.3.2.4.4 Water Reducer

- (1) Use a water-reducing admixture conforming to [501.2.5.3](#). Determine the specific type and dosage based on the atmospheric conditions, the desired properties of the finished concrete, and the manufacturer's recommended dosage. The actual dosage must at least equal the manufacturer's recommended dosage. Both the type and dosage used require engineer approval before use.

501.3.3 Handling Materials

501.3.3.1 Aggregates

- (1) Keep materials required to manufacture concrete clean and free from contamination. The department will not accept aggregates mixed with foreign matter. Keep the fine aggregate and the coarse aggregates separate until measuring and placing in the batch. If mixing or storing aggregates from different supply sources in the same pile, the engineer will reject the entire pile. The engineer may approve use of aggregates from different sources alternately in the same class of construction or mix; this permission is contingent on amending the job mix and batch weights as necessary to protect the concrete quality produced.
- (2) If using a composite material from 2 or more sources for any aggregate for a job mix, proportion material from the respective sources separately into the batch by weight in the proportions the engineer approves.
- (3) Store aggregates in stockpiles. The aggregates must not go directly from the washing plant to the proportioning bins. After washing, drain fine aggregate in stockpiles for at least 12 hours before weighing for the batch, unless the engineer reduces this waiting period. After washing and before placing in the proportioning plant, allow coarse aggregates to drain for periods that ensure uniformity in the moisture content.
- (4) Choose reasonably smooth, firm, and well-drained sites for aggregate stockpiles cleared of vegetable matter and foreign material that might contaminate the aggregates. If necessary, build adequate bulkheads or partitions for keeping the fine and the several sizes of coarse aggregates separated. If the aggregates become intermixed, then do not use them.
- (5) Construct coarse aggregate stockpiles in a way that minimizes segregation of the coarse and fine fractions.
- (6) Exercise care in removing aggregates near the bottom of stockpiles, to avoid incorporating foreign materials, and use of material removed from near the bottom of drainage stockpiles at production plants and batching plants is prohibited unless tests indicate the material is satisfactory.

501.3.3.2 Cement

- (1) Handle bulk cement in a way that precludes contamination and avoids loss.
- (2) If using packaged cement, deposit it directly from the containers, as shipped, into the mixer when placing the aggregates into the mixer, or dump it directly on the batch aggregates just before placing the batch aggregates into the mixer, except as required otherwise to conform to [415.3.13](#) and [502.3.9.2](#) for mixing concrete under cold weather conditions. Take care to place the container's full contents into the batch.

501.3.3.3 Fly Ash or Slag

- (1) Use separate facilities equal to those used for cement for handling, storing, transporting, and conveying the fly ash or slag.

501.3.4 Proportioning

501.3.4.1 Aggregates

- (1) Measure the specified quantities of each size of fine and coarse aggregates by weight into each batch, except as specified for volumetric plant and mixer in [501.3.6.4](#).

501.3.4.2 Cement

- (1) Measure the specified quantity of cement accurately into each batch.
- (2) The contractor may proportion cement in sacks by volume if the operations allow the engineer to accurately determine the quantity of cement proportioned into each batch. Do not use batches

requiring a fractional part of a sack of cement, unless the contractor elects to weigh the fractional part required for each batch.

- (3) Proportion cement in bulk by weight, except as specified for volumetric plant and mixer in [501.3.6.4](#).

501.3.4.3 Water

- (1) Measure water by volume or by weight. Use water-measuring equipment capable of accurately measuring to within one percent of the quantity required for each batch. Ensure that the measurement accuracy is uniform under all construction conditions and that variations in pressure in the water supply line do not affect it.
- (2) Use water-measuring equipment with preset controls that enable the operator to automatically cut off the flow after discharging the required quantity of water. Use equipment that has an accurately calibrated and easily read indicator showing the quantity of water used in each batch. Arrange this measuring equipment to facilitate checking the calibration accuracy.

501.3.4.4 Admixtures

501.3.4.4.1 General

- (1) The contractor may proportion admixtures by volume or by weight. Follow a department-approved procedure for adding the specified quantity of each admixture. Add admixtures during initial batching of the concrete except as specified in [501.3.4.4.2](#).
- (2) If using more than one admixture, add each admixture in a way that prevents intermixing the admixtures before incorporating into the mixture. The contractor may introduce the admixture into the water line, directly into the mixer when adding the water, or uniformly dispense it into the fine aggregate just before incorporating into the mix.

501.3.4.4.2 Adding Air-Entraining Admixtures in the Field

- (1) The department will allow re-tempering with air-entraining admixtures at the work site for concrete delivered in truck mixers.
- (2) If additional air-entraining admixture is needed at the work site to raise the air content of the concrete above the lower spec limit, measure it in a calibrated container and then add to the mixer in a dilute solution with water. Mix the concrete at mixing speed for at least 30 revolutions before discharge.

501.3.4.5 Weighing Equipment for Aggregates

501.3.4.5.1 General

- (1) The contractor may use manual, automatic, or semi-automatic batching plants for weighing fine and coarse aggregates.
- (2) Ensure each plant has bins for holding each aggregate weighed, and batchers, and scales for weighing the aggregates, and conforms to the requirements specified below.
- (3) The contractor may use batching plants that are a complete unit with bins, batchers, and scales mounted on a rigid framework for direct discharge of the aggregate from the bin to the batcher; or plants with the bins mounted separately from the batchers and provided with appropriate means for conveying the aggregate from the bin to the batcher. Ensure the framework supporting bins and batchers is rigidly constructed and mounted on firm foundations.
- (4) After erection, test each batching plant before use. Fully load aggregate bins, batchers, and scales with aggregate for not less than 5 hours before testing, in order to allow for settlement and adjustment under working conditions.
- (5) Provide each batching plant with at least 10 standard 50-pound weights accurate to within 0.1 percent.
- (6) When the engineer is observing the testing, furnish any accessories and assistance required to test the weighing and metering equipment. If difficulties occur in calibrating and testing the weighing or metering equipment, or if discrepancies occur during use, the engineer may require an authorized testing firm or agency test the scales or meters. If testing weighing equipment, ensure the material bins are fully loaded at the time.
- (7) The contractor may batch aggregates, both fine and coarse, in separate or accumulative weigh batchers.

501.3.4.5.2 Scales

- (1) Use either the beam, digital, or springless dial-type scales suitable for supporting the batcher and of a simple rugged design with a minimum number of adjustments, consistent with the accuracy required. Use scales designed and constructed to prevent displacement of scale parts and that provide a means for readily checking the proper position and alignment of scale levers. Ensure pivots are constructed of

material that satisfactorily resists wear under repeated weighing and are set accurately in substantial mountings to ensure a permanent spacing of the knife edges under all loading and use conditions.

- (2) If provided beam scales, they must have a separate beam, or separate beam and fractional beam for each aggregate weighed. Provide each beam with a sliding poise and locking device to firmly hold it in position. Provide a means to display to the scale operator that the required load weight is approaching, for example, a springless dial indicator or tare beam. If using a graduated dial, provide it with a separate movable pointer or marker for each aggregate weighed. Set these pointers or markers to indicate the load of each aggregate as required. Provide a moisture resistant dial face.
- (3) If using digital scales, conform to NIST handbook 44.
- (4) Design, build, and maintain the scales to an accuracy within 0.4 percent of the net load in the hopper. Arrange the scales or indicating devices so the operator can maintain full view of them.
- (5) Use graduated dials, beams, or other indicators to allow readings or settings made to within 0.1 percent of the capacity of the scale.
- (6) Ensure accessibility to the scale working parts for inspection and cleaning, and protect working parts against contamination. Provide full and complete instructions for setting up and adjusting the scale.

501.3.4.5.3 Manually Operated Batching Plants

- (1) Bins must have: suitable size and shape, no leakage, compartments or separate bins for each size of aggregate, rigid framework that, if mounted on a suitable foundation, holds them in the correct position.
- (2) Multiple compartment bins must have partitions that extend above the top of the bins to prevent intermixing of the separate sizes of aggregates if heaped above the top of the bins.
- (3) Weigh batchers must: have suitable size and shape, not leak, rest entirely upon the scales, and hang free. Provide clearance between the batcher top and bin discharge gates, or charging facilities, to house a full batch without hand raking, and sufficient clearance to remove any overload of aggregate. Provide a means to tightly close the batcher discharge gate during the batching interval. Ensure the design, construction, and operation of the batcher and its appurtenances does not retain varying tare materials on any of its parts, and completely and quickly discharges without shaking or jarring the scales.

501.3.4.5.4 Automatic and Semi-Automatic Batching Plants

- (1) Use automatic and semi-automatic plants with bins, batchers, and scales conforming to the requirements specified above for manually operated batchers.
- (2) Provide a means to protect the device for setting the batch weights against tampering by unauthorized personnel.
- (3) Provide an audible signal device activated by the discharge of any batch whose weight is outside the specified tolerance. Ensure a loud enough signal to hear throughout the plant area under normal operating conditions.
- (4) Provide automatic and semi-automatic batching plants with a device to indicate any underweight or overweight material.
- (5) Provide automatic batching equipment with batching devices that if activated by a single starting mechanism, automatically batches or measures any given material, and automatically stops the flow of material after attaining the desired quantity, within the allowable tolerance.
- (6) Use an interlocking batcher charging mechanism on automatic plants that guards against opening until the batcher entirely discharges and the scale balances within ± 0.3 percent of the scale capacity, and against opening if the batcher discharge gate is open. Also, it should interlock to ensure against opening if the batcher charging mechanism is open, and against opening if the batch is either over or underweight by more than 1.5 percent of the specified batch weight in individual batchers or 1.5 percent of the specified intermediate and final accumulative batch weight in accumulative batchers.
- (7) Provide semi-automatic batching equipment with suitable batching devices that open or start separately, if actuated by individual starting mechanisms, to allow weighing or measuring the material, and close or stop automatically after attaining the desired quantity, within the allowable tolerance.
- (8) Use an interlocking batcher discharge mechanism for semi-automatic plants to ensure against opening if the batch is either over or underweight by more than 1.5 percent of the specified batch weight in individual batchers, or 1.5 percent of the specified intermediate and final accumulative batch weights in accumulative batchers.
- (9) Ensure that the batcher discharge mechanisms of automatic or semi-automatic plants interlock against opening until aggregate batchers and the cement batcher are charged with the correct weights.

- (10) Equip the batching system with automatic controls to stop the cycle in the underweight check position and the overweight check position for each material to allow tolerance limit checking.
- (11) The contractor may use a batching system consisting of a combination of automatic and semi-automatic batchers provided it furnishes the appropriate controls and interlocks.
- (12) If the control system of automatic or semi-automatic batching plants breaks down, the contractor may manually operate plants for up to 72 hours while making repairs.

501.3.4.6 Weighing Equipment for Cement, Fly Ash, and Slag

- (1) The contractor may use manual, automatic, or semi-automatic batchers for batching cement. If using a combination of bin, batcher, and scales to proportion cement in bulk, conform to [501.3.4.5](#) for batching plants, with the following additions and exceptions:
- (2) Use a separate batcher and scales.
- (3) If using a beam scale, provide a tare beam and a weigh beam or beams capable of being lifted out of weighing position to allow checking the batcher's tare weight to determine if it discharges all the cement into the batch, unless there are other positive means to determine if complete discharge took place.
- (4) Mechanically operate the batcher discharge gate in a way that does not affect the scale balance.
- (5) Ensure that the batcher charging mechanism of automatic batchers interlock against opening until the batcher entirely discharges and the scale balances within +/- 0.3 percent of scale capacity, and against opening if the batcher discharge gate is open. Also, it should interlock against opening if the batcher charging mechanism is open; and against opening if the batch is either over or underweight by more than one percent of the specified batch weight.
- (6) If using semi-automatic batchers, ensure the batcher discharge mechanism interlocks against opening if the batch is either over or underweight by more than one percent of the specified batch weight.
- (7) Ensure that the batcher discharge mechanisms of automatic or semi-automatic plants interlock against opening until charging the cement batcher and aggregate batchers with the correct weight.
- (8) The contractor may weigh and batch fly ash or slag along with the cement, but if this occurs, weigh the cement into the batcher first, and then add the fly ash or slag to the top of the batch of cement to the appropriate accumulative weight.
- (9) For separate scales, bins, and hoppers used to batch fly ash or slag conform to the requirements specified above for cement-weighing equipment.

501.3.4.7 Dispensing Equipment for Admixtures

- (1) Use accurate, volumetric, mechanical measuring dispensers, capable of presetting to deliver a specified quantity of admixture, or engineer-approved scales. Furnish a separate volumetric dispenser or scale for each admixture. Use a dispensing system with a device that either detects and indicates the presence or absence of flow of the admixture, or provides a convenient way to visually observing the admixture during batching or discharging. Ensure that the dispenser piping is free from leaks and properly valved to prevent back flow or siphoning.
- (2) Interlock admixture-dispensing systems used in conjunction with semi-automatic plants, automatic plants, or on-site mixers of 21 cubic feet or more with the batching operations. Ensure that the system is capable of dispensing the admixture within +/- 3.0 percent of the required volume or weight of admixture, or the minimum dosage rate per 100 pounds of cement, whichever is greater.

501.3.5 Ready-Mixed Concrete

501.3.5.1 General

- (1) The contractor may use ready-mixed concrete instead of site-mixed concrete, except for grade E concrete. Do not use ready-mixed concrete to produce grade E concrete.
- (2) Interpret ready-mixed concrete to include central-mixed, transit-mixed, and shrink-mixed concrete, defined as follows:

Central-mixed concrete	Concrete completely mixed in a stationary mixer and transported to the point of delivery with or without mechanical agitation in the transporting vehicle.
Transit-mixed concrete	Concrete completely mixed in a truck mixer.
Shrink-mixed concrete	Concrete mixed partially in a stationary mixer with the mixing completed in a truck mixer.

501.3.5.2 Delivery

- (1) Deliver ready-mixed concrete at a rate that ensures reasonably continuous progress in the placing and finishing operations. If the time intervals between successive loads or batches causes a partial drying of previously placed concrete provide additional equipment of the kind necessary to preclude these delays. Failing in this, discontinue use of ready-mixed concrete and use site-mixed concrete.
- (2) Provide sufficient facilities for the production and delivery of ready-mixed concrete for concrete pavement to ensure placement at a uniform rate of not less than 80 cubic yards per hour, unless performing single-lane construction.
- (3) Deliver and completely discharge the concrete within the following limits, beginning when adding water to the cement, or when adding cement to the aggregates.

Delivered in Agitating Vehicles:

- 60 minutes if the concrete temperature is 60 F or higher at placement, and the contractor does not use a department-approved retarder.
- 90 minutes if the concrete temperature is less than 60 F at placement.
- 90 minutes if the concrete temperature is 60 F or higher at placement, and the contractor uses a department-approved retarder.

Delivered in Non-Agitating Vehicles:

- 30 minutes if the concrete temperature is 85 F or higher at placement, and the contractor does not use a department-approved retarder.
- 45 minutes if the concrete temperature is 60 to less than 85 F at placement, and the contractor does not use a department-approved retarder.
- 60 minutes if the concrete temperature is less than 60 F at placement.
- 60 minutes if the concrete temperature is 60 F or higher at placement, and the contractor uses a department-approved retarder.

- (4) The engineer or inspector will consult with BTS if a hydration controlling admixture, as specified in [501.2.5.3.5](#), is added to the mixture.
- (5) The engineer or inspector may reduce these times under conditions contributing to quick stiffening of the mix, or during cold weather when loss of heat occurs to the extent that the concrete temperature is not correct at placement.
- (6) Except during the mixing revolutions, operate the drum or agitator of the vehicle at agitating speed until discharging the mix. Ensure the concrete's uniform composition, required consistency, and required air content at time of delivery.
- (7) The contractor may deliver central-mixed concrete to the work site by equipment with non-agitating body types. These body types are smooth, mortar-tight, metal containers capable of discharging the concrete at a satisfactorily controlled rate. Do not use aluminum bodies. Provide watertight covers for protection against the weather if necessary. The concrete in these vehicles should show no appreciable water gain at the surface. The concrete should freely and readily discharge from the vehicle, be free of excessive segregation of the fine and coarse aggregates, and have an air content within the required range at the point of discharge. Slump tests made during discharge should not differ by more than 2 inches. Remove foreign material and accumulated concrete before batching concrete into those vehicles.

501.3.5.3 Mixers and Mixing

- (1) The contractor may use stationary mixers, or truck mixers of the revolving drum type or, with the engineer's written approval, other types specifically designed for mixing. For agitators, use truck mixers or truck agitators. The manufacturer shall attach in a prominent place, to each stationary mixer, truck mixer, or truck agitator a metal plate plainly marked with the various uses of the equipment, the drum or container capacity in volume of mixed concrete, and the rotation speed of the mixing drum or blades.
- (2) If using a stationary mixer to mix concrete, mix at least one minute, provided that plant operating procedures are reasonably stabilized and controlled, and that it achieves visible blending of materials during charging to the engineer's satisfaction. If this mix time does not achieve proper stabilization, control, and blending, the engineer may increase the mixing time to 75 seconds.
- (3) Exceptions to the minimum mixing time for stationary mixers specified above are contained in an approved list, BTS maintains, of reduced minimum mixing times for specific makes and models of stationary mixers. If these department-approved reduced minimum mixing times do not produce satisfactory stabilization, control, and blending the engineer may increase the mixing time as needed.

- (4) Blending implies a uniform volume of flow of all batch ingredients throughout the charging time interval, except for the brief introduction of water and coarse aggregate. Charge the batch into the mixer so that:
1. Some water enters shortly before the solid material, and all water is in the drum by the time mixing begins.
 2. Introduce admixtures uniformly throughout the charging time interval.
 3. Introduce some coarse aggregate before other solid materials.
 4. For the remaining solid material charging time, introduce the large and small sizes of the coarse aggregate, sand, and cement in an acceptably uniform rate of flow, as determined by visual inspection.
 5. Start mixing time after all solid materials are in the mixer.
- (5) The maximum mixing time for stationary mixers must not exceed the minimum specified above, by more than 60 seconds.
- (6) Consider transfer time in multiple drum mixers as part of the mixing time.
- (7) For stationary mixers, compute the total mixed concrete volume based on the nominal cubic yard determined in [DT2220](#) or [DT2221](#). This volume must not exceed the manufacturer's rated maximum mixing capacity, for the type and volume of mixer used, in the concrete plant mixer standards of the Concrete Plant Manufacturer's Bureau.
- (8) Equip stationary mixers with a timing device that automatically locks the discharge mechanism during the full mixing time and releases it at the end of the mixing period.
- (9) If mixing concrete in a truck mixer, mix each batch for 70 or more revolutions at the manufacturer-designated mixing speed. Do not exceed 300 total revolutions per batch, the sum of the revolutions at mixing and agitating speeds. Begin mixer revolutions only after all materials, including mixing water are in the mixer.
- (10) Add the mixing water at the batching plant, but if obtaining the specified slump requires more water, add it in the field with the engineer's permission. Do not exceed the maximum specified water to cementitious materials ratio. Calculate the maximum water as the sum of free water added with the aggregates and all added mixing water. If adding more water at the work site, perform an additional 20 revolutions of the truck mixer at mixing speed before discharging any concrete. The process of adding more water and additional mixing must happen within 45 minutes of introducing the mixing water to the cement or the cement to the aggregates. The engineer may extend the time limit for adding water and additional mixing to 75 minutes for those grades of concrete mixed under the conditions described in [501.3.5.2](#) whose delivery time limit is 1 1/2 hours. If additional mixing revolutions are necessary because of added water at the site, the total revolutions at mixing and agitating speeds must not exceed 300.
- (11) If using a truck mixer or agitator to transport concrete completely mixed in a stationary mixer, rotate the drum or agitator at the agitating speed during transportation and until discharge.
- (12) Equip truck mixers with an engineer-approved revolution counter. Unless equipped to control and count revolutions at mixing speed, perform mixing at the batching plant or job site with the mixer operated at agitating speed while in transit.
- (13) For truck mixers operating from plants erected to supply concrete to highway projects, if the delivery time is short enough that the truck cannot exceed the maximum number of revolutions at mixing speed in transit, then mixer may operate at mixing speed in transit.
- (14) If using a stationary mixer for partial mixing of the concrete, the contractor may reduce the mixing time in the stationary mixer to the minimum required to blend the ingredients, about 30 seconds.
- (15) If using a truck mixer to finish the partial mixing done in a stationary mixer, mix each batch for 50 or more revolutions at the manufacturer-recommended speed. Do not exceed 300 total revolutions at mixing and agitating speeds.
- (16) For truck mixers, compute the total concrete volume mixed per batch based on the nominal cubic yard determined in [DT2220](#) or [DT2221](#) and do not exceed the manufacturer's rated capacity, or the following percentages of the drum's gross volume:
- For complete mixing, 63 percent.
 - For partial mixing, initial (shrink) mixing done in stationary mixer, 70 percent.
- (17) The engineer may obtain representative samples from approximately the 1/6 and 5/6 discharge points of the concrete load of any truck mixer or truck agitator. If the slump of the 2 samples differs by more than one inch, or the entrained air content in them differs by more than one percent, correct the condition before using the load.

- (18) For central-mixed or shrink-mixed concrete, if using more than one batch to make up a load, properly proportion each batch using all the ingredients, including admixtures, fly ash, or slag.
- (19) Do not incorporate water used to clean mixing equipment and accessories into the mix.
- (20) Replace the pick-up and throw-over blades of truck mixers or agitators if any part or section is worn one inch or more below their original height. Provide a copy of the manufacturer's design, showing dimensions and blade arrangement, upon the engineer's request.

501.3.5.4 Inspection

- (1) Notify the engineer at least 24 hours before the contractor requires delivery of ready-mixed concrete so the engineer can inspect the proposed ready-mix plant and facilities.
- (2) With each load of ready-mixed concrete, provide a computer-printed batch ticket which includes load and truck identification, the actual batch weights of all materials in that load, the mixing time for central plant-mixed concrete or the start of the batch life as specified in [501.3.5.2\(3\)](#) for transit-mixed concrete, and other pertinent data. Give batch tickets to the inspector upon arrival at the work site. The department will only accept loads that arrive in satisfactory condition and have a batch ticket. The engineer will only accept hand written batch tickets in remote locations where no computerized plant is available within deliverable distance of the work site.
- (3) Instead of requiring a batch ticket for each load, the engineer may accept central-mixed concrete used in pavement and associated bid items based on daily production records from a computer-controlled plant erected specifically for work under the contract. Submit a complete load-by-load written record that ties the truck IDs to the batch quantities and batch times for each day's production to the engineer at the end of each day's production. During concrete production, operate under a plan acceptable to the engineer that ties the truck ID to the batch quantities and batch time for each load. In that plan describe how that information will be made available to the engineer immediately upon request. The engineer may also require batch tickets to address short-term operational difficulties.
- (4) The engineer may accept minor quantities of ready-mixed concrete used in miscellaneous bid items without batch tickets.

501.3.6 Site-Mixed Concrete

501.3.6.1 General

- (1) Site-mixed concrete is concrete manufactured in standard batch or volumetric type portable mixers at the work site. Use volumetric mixers only for work that specifically allows volumetric proportioning.

501.3.6.2 Batch Mixer

- (1) Use a powered revolving drum type mixer conforming to the following requirements, unless the engineer allows another type.
- (2) Maintain the mixer in good working order and operate it in a way that does not combine the mixed batch with the following dry batch, and so that the ingredients of only one batch are intermixed with each charge of the mixer. Keep charging devices, the throat, and drum interior free of accumulated materials. If charged with the batch, revolve the mixer drum at a speed that does not exceed the manufacturer's specified speed for the mixer, provided the drum makes between 14 and 20 revolutions per minute. Replace pick-up and throw-over blades showing a wear in excess of 3/4 inch from their original factory depth. Mixers must have a rated capacity of at least 5 cubic feet of mixed concrete per batch.
- (3) Equip mixers with an engineer-approved automatic timing device, in proper working order, designed and constructed so that it starts when the charging skip is raised and dumped. The timing mechanism must have a device that transmits an audible or visible signal when mixing is complete.
- (4) Equip mixers, with a rated capacity of 21 cubic feet or more of mixed concrete, with an engineer-approved discharge-locking device, in good working order, and automatically controlled by the timing device.
- (5) Keep the box or compartment containing the timing device closed and locked at all times except for adjustment or repairs. Only the contractor or an authorized representative shall make adjustments under the direct supervision of the engineer or inspector.
- (6) Compute the total volume of concrete mixed per batch based on the nominal cubic yard determined in [DT2220](#) or [DT2221](#) and do not exceed the mixer's rated capacity by more than 10 percent as established by the Mixer Manufacturer's Bureau of the Associated General Contractors of America. The capacities above are contingent on the mixer drum retaining the batch without segregating, spilling, or leaking during charging, mixing, and discharging; and upon adequate methods of handling, placing and finishing the resultant concrete.

- (7) Stop using and repair or replace with a satisfactory mixer, any concrete mixer that is not adequate or suitable for the work, has insufficient power, inefficient mixing action, or has auxiliary units that do not function properly.

501.3.6.3 Batch Mixing Time

- (1) Mix each batch for at least 50 seconds but not more than 90 seconds. During this time, the drum revolves at the rate specified above. Start the mixing time after all solid materials are in the drum.
- (2) Introduce the mixing water to the drum ahead of the other materials and continue to discharge for a short time after all solid materials are in the drum.

501.3.6.4 Volumetric Plant and Mixer

- (1) Use a truck-mounted mobile concrete plant and mixer, designed for automatic volume proportioning of concrete materials, and for mixing concrete for immediate use at the work site, for grade E concrete, and the engineer may allow its use for bid items from other grades. This machine must produce a thoroughly mixed and uniform concrete.
- (2) Calibrate the plant on a weight-volume relationship according to the manufacturer's recommended procedures. Recalibrate the plant if changing aggregates and, as the engineer deems necessary.
- (3) Volumetric proportioning equipment and procedures are subject to the engineer's approval. Equip the plant with either a water flowmeter or a recording water meter.

501.3.7 Concrete Consistency

- (1) Concrete must have a uniform consistency, with all ingredients uniformly distributed throughout the weight, and so that the mortar clings to the coarse aggregate. Concrete must not have a consistency sufficiently wet so it flows and segregates, or a mealy, dry consistency.
- (2) Use the minimum quantity of water that achieves the desired workability, as the engineer determines. Obtain the engineer's approval of any changes in this quantity.

501.3.7.1 Slump

- (1) Use a 1-inch to 4-inch slump for concrete used in structures or placed in forms, except as follows:
 - Do not exceed a slump of 2 inches for grade E concrete.
 - Increase slump as specified in [502.3.5.3](#) for concrete placed underwater.
 - The contractor may increase the slump to a maximum of 9 inches for a mixture that contains a high range water reducer conforming to [501.2.5.3.3](#). Do not exceed the maximum w/cm allowed for the grade of concrete being used when a high range water reducer is in use.
- (2) Use the applicable slump specified in [415.2.1](#) for concrete pavements.
- (3) Concrete pavement repair and replacement must conform to the following:
 - Use the following slumps for the technique used:

SLIP-FORMED	NOT SLIP-FORMED
2.5 inches or less	4 inches or less
 - The contractor may increase the slump to a maximum of 9 inches for a mixture that contains a high range water reducer conforming to [501.2.5.3.3](#). Do not exceed the maximum w/cm allowed for the grade of concrete being used when a high range water reducer is in use.
- (4) Perform the slump tests for concrete according to [WTM T119](#).

501.3.8 Placing

501.3.8.1 General

- (1) Except as specified in [501.3.5.2](#) for ready-mixed concrete, place the concrete within 30 minutes of first adding water to the batch. Use placement techniques that minimize segregation. Batch, mix, place, and finish concrete within a monolithic unit as continuously as practicable.

501.3.8.2 Hot Weather Concreting

501.3.8.2.1 General

- (1) The contractor is responsible for the quality of the concrete placed in hot weather. For concrete placed under the bid items enumerated in 501.3.8.2.1(2), submit a written temperature control plan at or before the pre-pour meeting. In that plan, outline the actions the contractor will take to control concrete temperature if the concrete temperature at the point of placement exceeds 80 F. Do not place concrete under these bid items without the engineer's written acceptance of that temperature control plan. Perform the work as outlined in the temperature control plan.
- (2) If the concrete temperature at the point of placement exceeds 90 F, do not place concrete under the following structure and concrete barrier bid items:

Concrete Masonry Bridges	Concrete Masonry Retaining Walls
Concrete Masonry Bridges HES	Concrete Masonry Retaining Walls HES
Concrete Masonry Culverts	Concrete Masonry Endwalls
Concrete Masonry Culverts HES	Concrete Masonry Overlay Decks
Concrete Barrier Single-Faced 32-Inch	Concrete Barrier (type)
Concrete Barrier Double-Faced 32-Inch	Concrete Barrier Fixed Object Protection (type)
Concrete Barrier Transition Section 32-Inch	Concrete Barrier Transition (type)

- (3) The department will pay \$0.75 per pound for the quantity of ice required to reach a target concrete temperature of 80 F if the following conditions are met:
1. The un-iced concrete temperature exceeds 85 F.
 2. The contractor has performed the actions outlined in the contractor's accepted temperature control plan.
 3. The contractor elects to use ice.
- (4) If the engineer directs the contractor to use ice when the un-iced concrete temperature is 85 F or less, the department will pay \$0.75 per pound for that ice.
- (5) Notify the engineer whenever conditions exist that might cause the temperature at the point of placement to exceed 80 F. If project information is not available, the contractor should obtain information from similar mixes placed for other nearby work.

501.3.8.2.2 Bridge Decks

- (1) For concrete placed in bridge decks under the bid items enumerated in 501.3.8.2.2(2), submit a written evaporation control plan at or before the pre-pour meeting. In that plan, outline the actions the contractor will take to maintain concrete surface evaporation at or below 0.2 pounds per square foot per hour. Do not place concrete under these bid items without the engineer's written acceptance of that evaporation control plan. If the engineer accepts an evaporation control plan calling for ice, the department will pay \$0.75 per pound for that ice. Perform the work as outlined in the evaporation control plan.
- (2) If predicting a concrete surface moisture evaporation rate exceeding 0.2 pounds per square foot per hour, do not place bridge deck concrete under the following bid items:
- | | |
|------------------------------|--------------------------------|
| Concrete Masonry Bridges | Concrete Masonry Overlay Decks |
| Concrete Masonry Bridges HES | |
- (3) Provide evaporation rate predictions to the engineer under one or more of the following conditions:
1. Conditions exist that might cause concrete surface evaporation to exceed 0.2 pounds per square foot per hour.
 2. The concrete temperature at the point of placement exceeds 80 F.
 3. The engineer requests that information.
- (4) Compute the evaporation rate from the predicted ambient conditions at the time and place of the pour using the nomograph provided in [CMM 525](#) Figure 1, or using a computerized equivalent. Use weather information from the nearest national weather service station. The engineer will use this information to determine if the pour will proceed as scheduled.
- (5) On the day before the pour, the engineer will notify the contractor in writing whether or not to proceed with the pour as scheduled. If the actual computed evaporation rate during the pour exceeds 0.2 pounds per square foot per hour, the engineer may allow the contractor to complete the pour. If the engineer allows placement to continue, the department will pay \$0.75 per pound for the quantity of ice required to maintain concrete surface evaporation at or below 0.2 pounds per square foot per hour. If ice is not available the department will pay for any actions, beyond those described in the contractor's evaporation plan, required to complete the pour as the engineer directs.

501.3.9 Mixing and Protecting During Cold Weather

- (1) Mix, place, and protect concrete according to the method specified below, applicable to its use.
- (2) Mix, place, and protect concrete for pavement, pavement repair and replacement, pavement widening, pavement gaps, driveways, alleys, headers, surface drains, pavement approach slabs, base, base widening or patching, curb, gutter, curb & gutter, ditch checks, sidewalks, steps not a part of a structure, loading zones, safety islands and other concrete of a similar nature as specified in [415.3.13](#).
- (3) Mix, place, and protect concrete for bridges, culverts, retaining walls, end walls, or any other structure consisting, wholly or in part, of concrete, if placed during cold weather, as specified in [502.3.9](#).

501.4 (Vacant)**501.5 Payment**

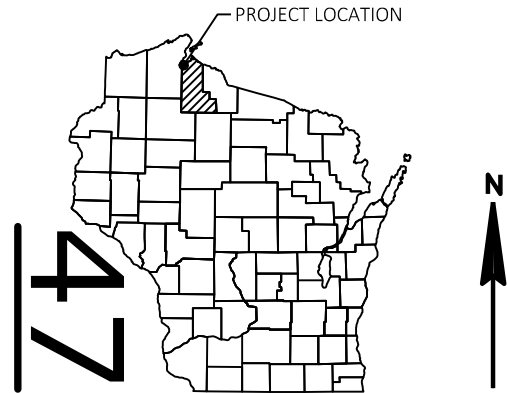
- (1) The department will not pay directly for the concrete specified under this section. Concrete is incidental to the various bid items using it. Payment under those bid items includes providing materials, including aggregates and associated aggregate source testing, cement, fly ash, slag, and admixtures; and for preparing, transporting, storing, protecting and curing concrete.
- (2) If required to remove and replace any concrete damaged by lack of proper protection. Perform this work at no expense to the department.
- (3) The department will pay for ice used to cool concrete in hot weather as specified in [501.3.8.2](#) under the Ice Hot Weather Concreting administrative item.

SUP
PROJECT ID:
WITH: N/A

1610-00-77/80

COUNTY:
ASHLAND

NOVEMBER 2024		
ORDER OF SHEETS		
Section No.	1	Title
Section No.	2	Typical Sections and Details
Section No.	3	Estimate of Quantities
Section No.	3	Miscellaneous Quantities
Section No.	4	Right of Way Plat (WisDOT Acquisition)
Section No.	5	Plan and Profile
Section No.	6	Standard Detail Drawings
Section No.	7	Sign Plates
Section No.	8	Structure Plans
Section No.	9	Computer Earthwork Data
Section No.	9	Cross Sections
TOTAL SHEETS = 540		



DESIGN DESIGNATION		1610-00-07			
		STA.	STA.	STA.	STA.
		997+96-	1100+35-	1120+50-	1171+98
A.A.D.T.	2025 =	110+35 6,830	1120+50		
A.A.D.T.	2045 =	6,830	----	----	----
D.H.V.	=	----	----	----	----
D.D.	=	50/50	----	----	----
T.	=	13.8%	----	----	----
DESIGN SPEED(MPH)	=	60	/	35	/ 25
ESALS	=	2,310,000	----	----	----

CONVENTIONAL SYMBOLS

PLAN	
CORPORATE LIMITS	////
PROPERTY LINE	---
LOT LINE	---
LIMITED HIGHWAY EASEMENT	---
EXISTING RIGHT OF WAY	---
PROPOSED OR NEW R/W LINE	---
SLOPE INTERCEPT	---
REFERENCE LINE	---
EXISTING CULVERT	---
PROPOSED CULVERT (Box or Pipe)	---
COMBUSTIBLE FLUIDS	CAUTION
MARSH AREA	---
WOODED OR SHRUB AREA	---

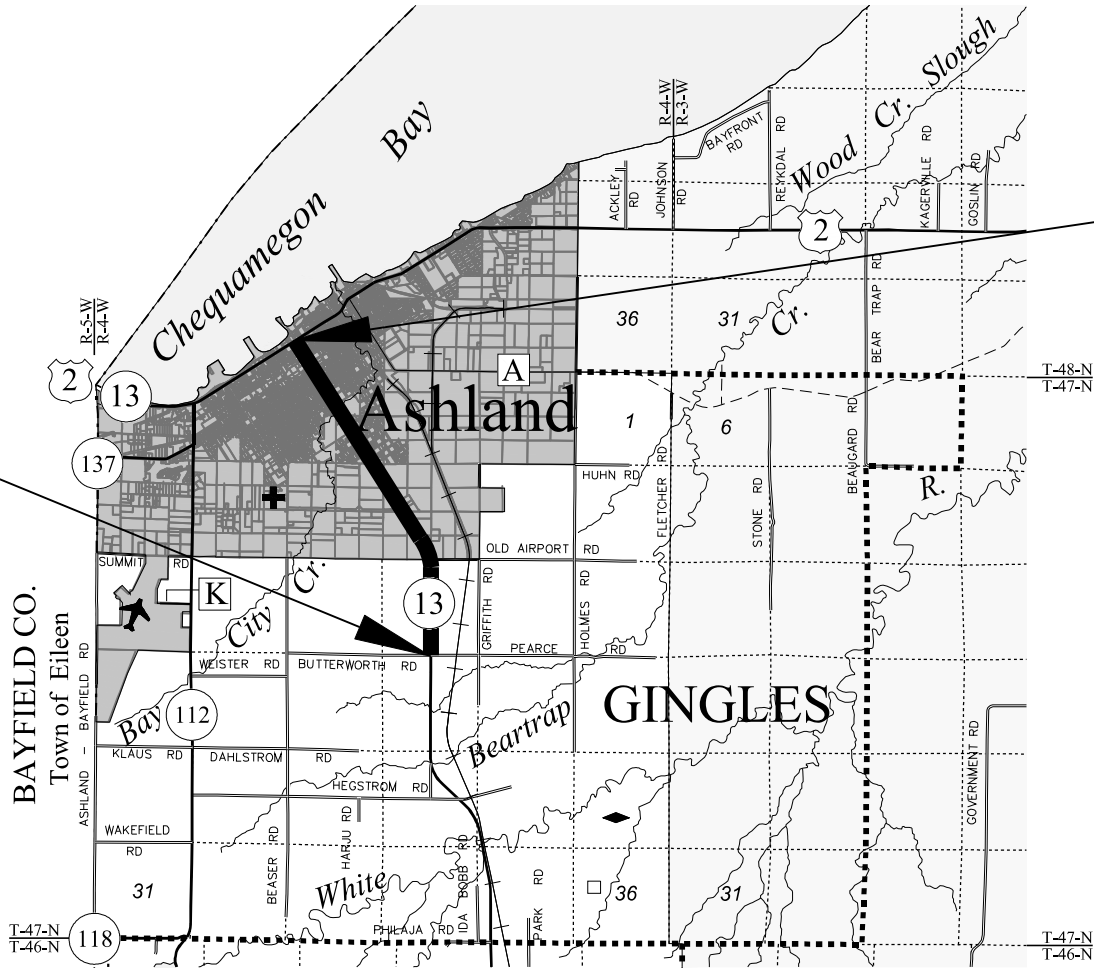
PROFILE	
GRADE LINE	---
ORIGINAL GROUND	---
MARSH OR ROCK PROFILE (To be noted as such)	---
SPECIAL DITCH	---
GRADE ELEVATION	---
CULVERT (Profile View)	---
UTILITIES	
ELECTRIC	---
FIBER OPTIC	---
GAS	---
SANITARY SEWER	---
STORM SEWER	---
TELEPHONE	---
WATER	---
UTILITY PEDESTAL	---
POWER POLE	---
TELEPHONE POLE	---

BEGIN PROJECT
STA 977+96.10
Y = 305,983.35
X = 508,612.41

STATE OF WISCONSIN
DEPARTMENT OF TRANSPORTATION
PLAN OF PROPOSED IMPROVEMENT
MELLEN - ASHLAND
BUTTERWORTH RD TO USH 2
STH 13
ASHLAND COUNTY

ROADWAY CONSTRUCTION
STATE PROJECT NUMBER
1610-00-77

WATER UTILITIES
STATE PROJECT NUMBER
1610-00-80



LAYOUT
SCALE 0 2 MI
TOTAL NET LENGTH OF CENTERLINE = 3.675 MILES

HORIZONTAL POSITIONS SHOWN ON THIS PLAN ARE WISCONSIN COORDINATE REFERENCE SYSTEM (WISCRS), ASHLAND COUNTY, NAD83 (2011), IN U.S. SURVEY FEET. POSITIONS SHOWN ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES ARE THE SAME AS GROUND DISTANCES. ELEVATIONS ARE REFERENCED TO NAVD 88 (2012). GPS DERIVED ELEVATIONS ARE BASED ON GEOID 12A.

END PROJECT
STA 1171+97.90

ORIGINAL PLANS PREPARED BY
NORTHERN WISCONSIN-BASED ENGINEERS, INC.

WISCONSIN PROFESSIONAL ENGINEER
GARY T. COLBERT
E-34562
SPOONER, WIS.
11/26/2024
DATE: _____

ACCEPTED FOR
CITY _____ of ASHLAND

(JOHN BUTLER - PUBLIC WORKS DIRECTOR)
7-30-24
(DATE)

STATE OF WISCONSIN
DEPARTMENT OF TRANSPORTATION
PREPARED BY
Surveyor _____ NWBE, INC.
Designer _____ NWBE, INC.
Project Manager _____ MATTHEW DICKENSON, PE
Regional Examiner _____ NORTHWEST REGION
Regional Supervisor _____ MATTHEW G. VAN NATTA, PE

APPROVED FOR THE DEPARTMENT
7/29/2024
DATE: _____ MATTHEW DICKENSON
(Signature)
E

GENERAL NOTES

THE LOCATIONS OF EXISTING AND PROPOSED UTILITY FACILITIES AS SHOWN ON THE PLAN ARE APPROXIMATE. THERE MAY BE OTHER UTILITY FACILITIES WITHIN THE PROJECT AREA THAT ARE NOT SHOWN. THE CONTRACTOR SHALL COORDINATE ACTIVITIES WITH A CALL TO DIGGERS HOTLINE AND/OR A DIRECT CALL TO THE UTILITIES THAT HAVE FACILITIES IN THE AREA. NOT ALL UTILITIES ARE MEMBERS OF DIGGERS HOTLINE.

WHEN THE QUANTITY OF BASE AGGREGATE IS MEASURED FOR PAYMENT BY THE TON OR CUBIC YARD, THE DEPTH OR THICKNESS OF THE LAYER SHOWN ON THE PLANS IS APPROXIMATE AND THE ACTUAL THICKNESS WILL DEPEND ON THE DISTRIBUTION OF THE MATERIAL AS DIRECTED BY THE ENGINEER.

NO TREES OR SHRUBS SHALL BE REMOVED WITHOUT THE APPROVAL OF THE ENGINEER.

THE EXACT LOCATION OF THE EROSION CONTROL DEVICES SHALL BE DETERMINED IN THE FIELD.

THE EXACT LOCATION OF ALL DRIVEWAYS WILL BE DETERMINED BY THE ENGINEER IN THE FIELD. ALL DRIVEWAYS ARE TO BE REPLACED IN KIND UNLESS OTHERWISE DIRECTED BY THE ENGINEER OR AS SHOWN ON THE PLANS.

REMOVALS SHALL BE DONE WITHOUT DAMAGING ADJACENT PAVEMENT OR SIDEWALK. THE CONTRACTOR WILL BE RESPONSIBLE FOR REPLACING ANY DAMAGED LOCATIONS CAUSED BY REMOVING OPERATIONS.

CONSTRUCT INSIDE EDGE OF SIDEWALK 1/2-INCH HIGHER THAN THE TOP OF CURB WHEN THEY ARE ADJACENT TO EACH OTHER.

DISTURBED AREAS WITHIN THE RIGHT-OF-WAY, EXCEPT THE AREAS WITHIN THE FINISHED SHOULDER POINTS, ARE TO BE 4-INCH TOPSOILED, FERTILIZED, SEEDED AND MULCHED OR EROSION MATTED AS SHOWN ON THE PLANS. FINISHED SEEDED SURFACE SHALL BE 1-INCH BELOW THE TOP OF ADJACENT CONCRETE.

ALL CURB AND GUTTER RADII ARE TO FACE OF CURB, PAVEMENT DIMENSIONS, AND STATIONS ARE SHOWN TO THE EDGE OF PAVEMENT UNLESS NOTED OTHERWISE.

CURB AND GUTTER ELEVATIONS ARE ALONG THE FLANGE LINE UNLESS OTHERWISE NOTED.

CURVE DATA ON THE PLAN IS "ARC DEFINITION".

ALL CONCRETE PIPE JOINTS SHALL BE TIED.

ALL STORM SEWER INVERTS, ELEVATIONS, PIPE LENGTHS, AND GRADES ARE COMPUTED CENTER-TO-CENTER OF STRUCTURES.

PRIOR TO ORDERING DRAINAGE PIPES AND STRUCTURES, VERIFY RELATED DRAINAGE INFORMATION IN THE PLAN AND PROVIDE DOCUMENTATION TO THE ENGINEER.

INLET AND DISCHARGE ELEVATIONS FOR DRAINAGE STRUCTURES SHOWN ON THE PLAN MAY BE ADJUSTED BY THE ENGINEER TO FIT FIELD CONDITIONS.

ELIMINATE VERTICAL DROP-OFFS WITHIN 72 HOURS OR BEFORE A WEEKEND OR HOLIDAY WHICHEVER COMES FIRST.

HMA PAVEMENT WEIGHT CALCULATIONS ARE BASED ON 112 LB/SY/IN.

STATIONING, DISTANCES, AND OFFSETS FOR SIGNS SHOWN IN THE PLANS ARE APPROXIMATE AND THE FINAL LOCATION OF SIGNS ARE TO BE DETERMINED BY THE ENGINEER.

CONTRACTOR WILL BE RESPONSIBLE FOR RESHAPING AND SEEDING ANY PREVIOUSLY GRASSED AREAS WHICH ARE DISTURBED BY OPERATIONS, OUTSIDE OF THE NORMAL CONSTRUCTION LIMITS.

THE CONTRACTOR IS TO WORK WITH UTMOST CARE AND PROTECT ALL SURVEY MARKERS. REMOVAL OF ANY SURVEY MARKER IS TO BE WITH THE APPROVAL OF THE ENGINEER.

THE PROPOSED SHOULDER WIDTH SHOWN IN THE TYPICAL SECTIONS ARE MINIMUM WIDTH. PERPETUATE EXISTING SHOULDERS THAT ARE WIDER THAN WHAT IS SHOWN IN THE TYPICAL SECTIONS.

DESIGN CONTACTS

NORTHERN WISCONSIN-BASED ENGINEERS, INC.
ATTN: GARY COLBERT, PE
P.O. BOX 328
HAYWARD, WI 54843
PH: (715) 634-4334
EMAIL: GCOLBERT@NWBEINC.COM

WISCONSIN DEPARTMENT OF TRANSPORTATION
ATTN: MATTHEW DICKENSON, PE - PROJECT MANAGER
NW REGION - SUPERIOR
1701 N 4TH STREET
SUPERIOR, WI 54880
PH: (715) 395-3022
EMAIL: MATTHEW.DICKENSON@DOT.WI.GOV

WDNR CONTACT

WDNR - NORTHERN REGION HEADQUARTERS
ATTN: SHAWN HASELEU
810 MAPLE STREET
SPOONER, WI 54801
PH: (715) 635-4228 (OFFICE)
PH: (715) 416-0478 (MOBILE)
EMAIL: SHAWN.HASELEU@WISCONSIN.GOV

NORTHLAND COLLEGE CONTACT

EXEC. DIRECTOR OF INFORMATION TECHNOLOGY & FACILITIES
ATTN: TODD PYDO
1411 ELLIS AVENUE S.
ASHLAND, WI 54806
PH: (715) 682-1682
EMAIL: TPYDO@NORTHLAND.EDU

CITY OF ASHLAND

CITY OF ASHLAND PUBLIC WORKS
ATTN: JOHN BUTLER - DIRECTOR
2020 6TH STREET E
ASHLAND, WI 54806
PH: (715) 685-1648
EMAIL: JBUTLER@COAWI.ORG

CITY OF ASHLAND PARKS & RECREATION
ATTN: SARA HUDSON - DIRECTOR
400 4TH AVENUE W
ASHLAND, WI 54806
PH: (715) 682-7059 - OFFICE
PH: (715) 685-1644 - MOBILE
EMAIL: SHUDSON@COAWI.ORG

UTILITIES

BAYFIELD ELECTRIC COOPERATIVE, INC
(ELECTRICITY - DISTRIBUTION)
ATTN: ROBERT LAHTI
68460 DISTRICT STREET, PO BOX 68
IRON RIVER, WI 54847
PHONE: (715) 372-4287
EMAIL: BOB.LAHTI@BAYFIELDELECTRIC.COM

BRIGHTSPEED OF NORTH CENTRAL WISCONSIN, LLC
(COMMUNICATIONS)
ATTN: TAYLOR AYLESWORTH
135 N 21ST STREET
SUPERIOR, WI 54880
PHONE: (980) 376-1577
EMAIL: TAYLOR.AYLESWORTH@BRIGHTSPEED.COM

CITY OF ASHLAND WATER & WASTEWATER (ELECTRICITY)
ATTN: GREG LEDIN
2020 6TH STREET E
ASHLAND, WI 54806
PH: (715) 685-1649 (OFFICE)
PH: (715) 292-1117 (MOBILE)
EMAIL: GLEDIN@COAWI.ORG

CITY OF ASHLAND WATER & WASTEWATER (SEWER)
ATTN: BRIAN LEDIN
1901 KNIGHT ROAD
ASHLAND, WI 54806
PH: (715) 685-1655 (OFFICE)
PH: (715) 209-7194 (MOBILE)
EMAIL: BLEIDIN@COAWI.ORG

CITY OF ASHLAND WATER & WASTEWATER (WATER)
ATTN: BRIAN LEDIN
1901 KNIGHT ROAD
ASHLAND, WI 54806
PH: (715) 685-1655 (OFFICE)
PH: (715) 209-7194 (MOBILE)
EMAIL: BLEIDIN@COAWI.ORG



Dial 811 or (800)242-8511

www.DiggersHotline.com

ENBRIDGE ENERGY (GAS/PETROLEUM)
ATTN: BRIAN TREKAS
501 EASY STREET
IRONWOOD, MI 49938
PH: (906) 285-2202
EMAIL: BRIAN.TREKAS@ENBRIDGE.COM

GREAT LAKES GAS (GAS/PETROLEUM)
ATTN: MICHAEL BRISTER
677 ANNE ST NW, SUITE H
BEMIDJI, MN 56601
PH: (701) 471-0519 (MOBILE)
EMAIL: MICHAEL_BRISTER@TCENERGY.COM

MERIT NETWORK, INC (COMMUNICATIONS)
ATTN: KEVIN HAWTHORNE
880 TECHNOLOGY DRIVE
ANN ARBOR, MI 48108
PH: (734) 474-4867 (MOBILE)
EMAIL: KHAWT@MERIT.EDU

NORTHERN NATURAL GAS COMPANY (GAS/PETROLEUM)
ATTN: ANDREW ANKRUM
1995 NORTHERN NATURAL GAS ROAD
CARLTON, MN 55718
PH: (402) 530-3451 (OFFICE)
PH: (218) 460-9569 (MOBILE)
EMAIL: ANDREW.ANKRUM@NNGCO.COM

NORVADO (COMMUNICATIONS)
ATTN: GUY FOLSOM
PO BOX 67
43705 USH 63
CABLE, WI 54821-0067
PH: (715) 798-7123 (OFFICE)
PH: (715) 580-8123 (MOBILE)
EMAIL: GFOLSOM@NORVADO.COM

SPECTRUM (COMMUNICATIONS)
ATTN: RYAN NELSON
1810 LAKESHORE DRIVE E
ASHLAND, WI 54806
PH: (715) 931-0238 (MOBILE)
EMAIL: RYAN.NELSON@CHARTER.COM

XCEL ENERGY (ELECTRICITY - TRANSMISSION)
ATTN: MITCHELL DIENGER
414 NICOLLET MALL
MINNEAPOLIS, MN 55401
PH: (612) 321-3109
EMAIL: MITCHELL.A.DIENGER@XCELENERGY.COM

XCEL ENERGY (ELECTRICITY - DISTRIBUTION)
ATTN: BEN KOZAK
2400 FARM ROAD
ASHLAND, WI 54806
PH: (715) 682-6915
EMAIL: BENJAMIN.KOZAK@XCELENERGY.COM

XCEL ENERGY (GAS)
ATTN: CHERI MARCHELLO
1751 LIBERTY ST.
IRONWOOD, MI 49938
PH: (906) 767-5125
EMAIL: CHERI.J.MARCHELLO@XCELENERGY.COM

ORDER OF SECTION 2 DETAIL SHEETS

- GENERAL NOTES
- PROJECT OVERVIEW
- TYPICAL SECTIONS
- MISC. CONSTRUCTION
- INTERSECTIONS
- CURB RAMPS
- EROSION CONTROL
- STORM SEWER (DESIGNED BY SEH, INC.)
- WATER MAIN (DESIGNED BY SEH, INC.)
- PERMANENT SIGNING
- LIGHTING (DESIGNED SEH, INC.)
- TRAFFIC SIGNALS (DESIGNED SEH, INC.)
- PAVEMENT MARKING
- ALTERNATE TRAFFIC ROUTE
- TRAFFIC CONTROL
- ALIGNMENT DETAILS

RUNOFF COEFFICIENT TABLE

	HYDROLOGIC SOIL GROUP											
	A			B			C			D		
	SLOPE RANGE (PERCENT)			SLOPE RANGE (PERCENT)			SLOPE RANGE (PERCENT)			SLOPE RANGE (PERCENT)		
LAND USE:	0-2	2-6	6 & OVER	0-2	2-6	6 & OVER	0-2	2-6	6 & OVER	0-2	2-6	6 & OVER
ROW CROPS:	.08	.16	.22	.12	.20	.27	.15	.24	.33	.19	.28	.38
	.22	.30	.38	.26	.34	.44	.30	.37	.50	.34	.41	.56
MEDIAN STRIPTURF:	.19	.20	.24	.19	.22	.26	.20	.23	.30	.20	.25	.30
	.24	.26	.30	.25	.28	.33	.26	.30	.37	.27	.32	.40
SIDE SLOPETURF:			.25			.27			.28			.30
			.32			.34			.36			.38
PAVEMENT:												
ASPHALT:	.70 - .95											
CONCRETE:	.80 - .95											
BRICK:	.70 - .80											
DRIVES, WALKS:	.75 - .85											
ROOFS:	.75 - .95											
GRAVEL ROADS, SHOULDERS:	.40 - .60											

TOTAL PROJECT AREA = 64.2 ACRES
TOTAL AREA EXPECTED TO BE DISTURBED BY CONSTRUCTION ACTIVITIES = 11.5 ACRES

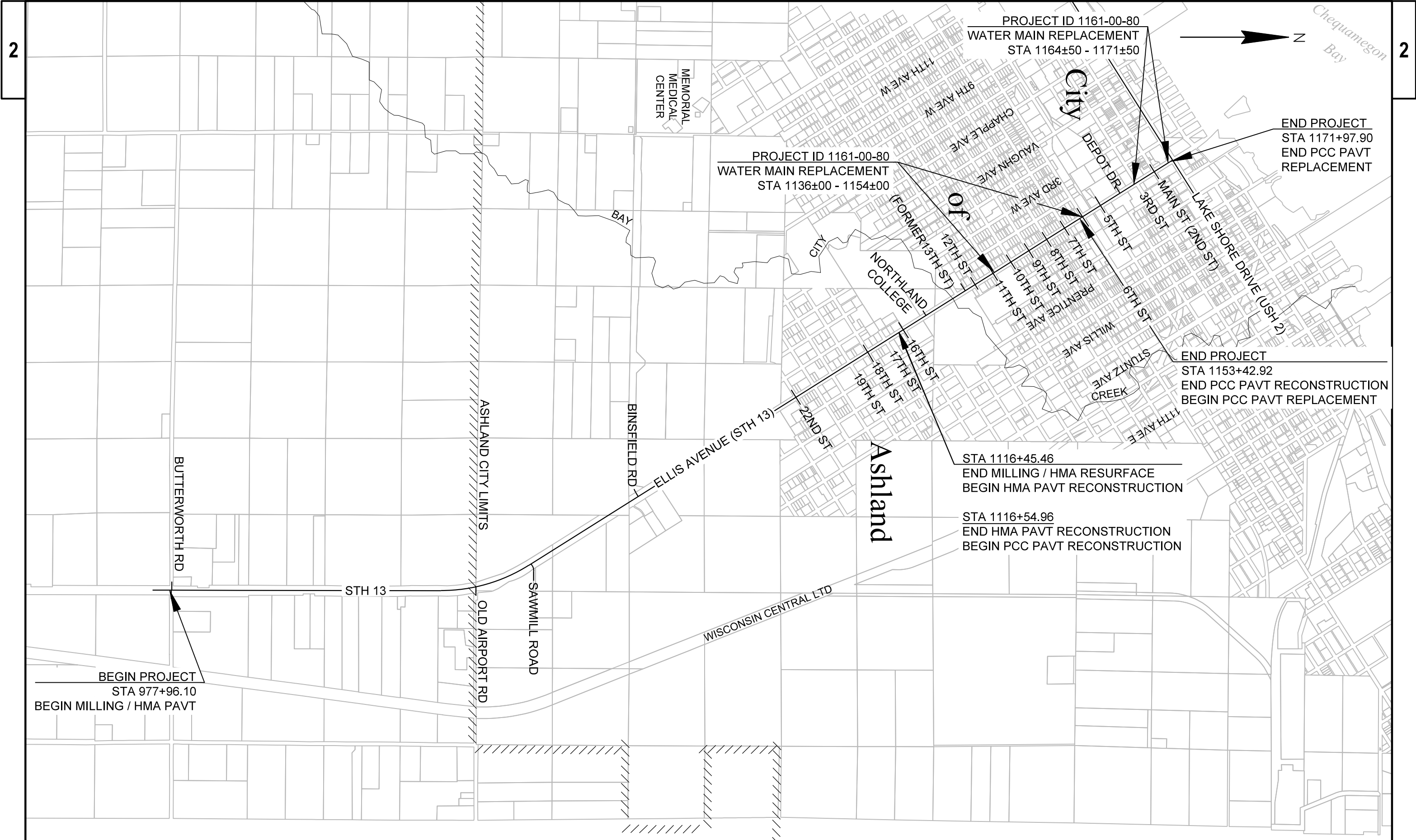
PROJECT NO: 1610-00-77

HWY: STH 13

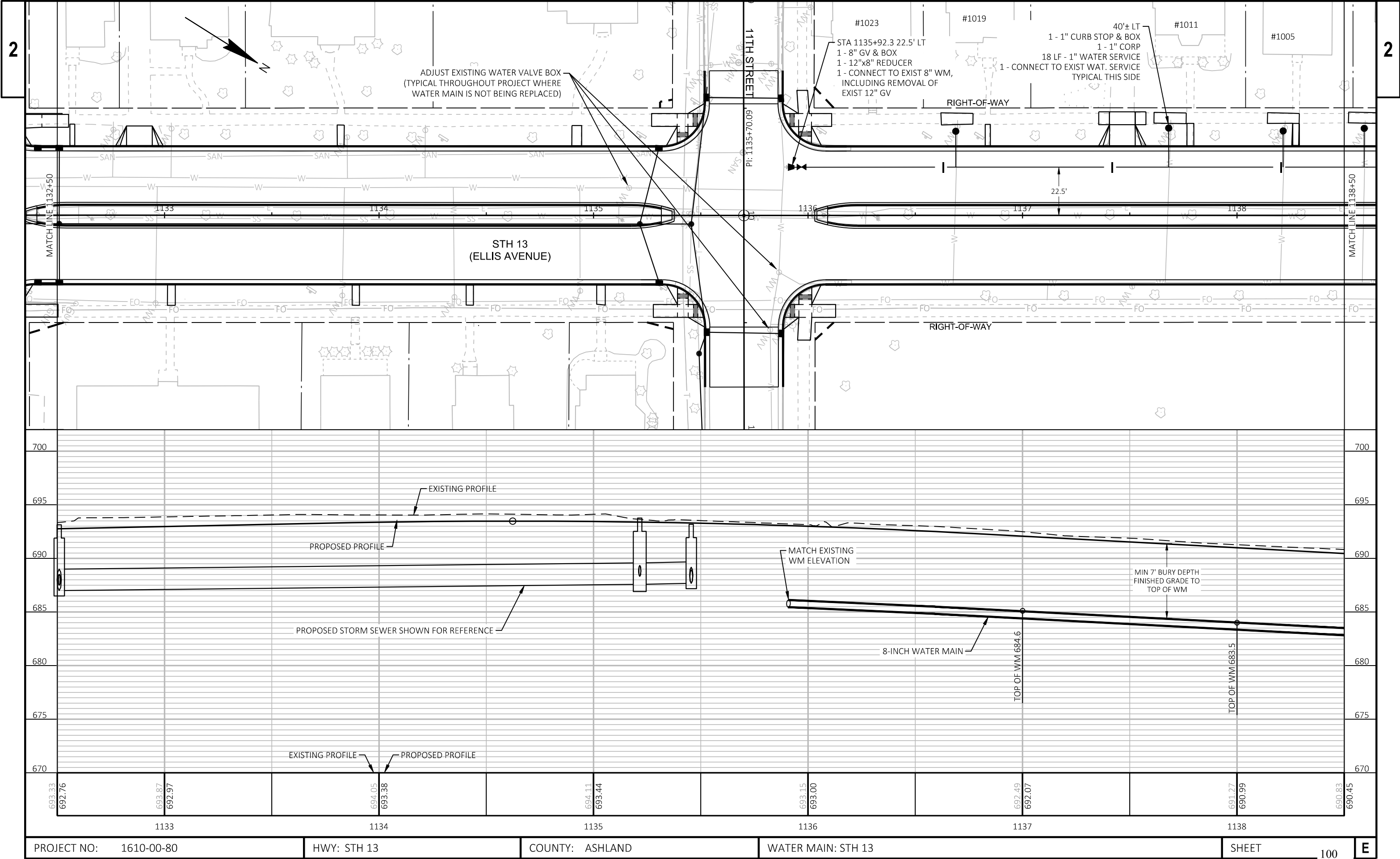
COUNTY: ASHLAND

GENERAL NOTES

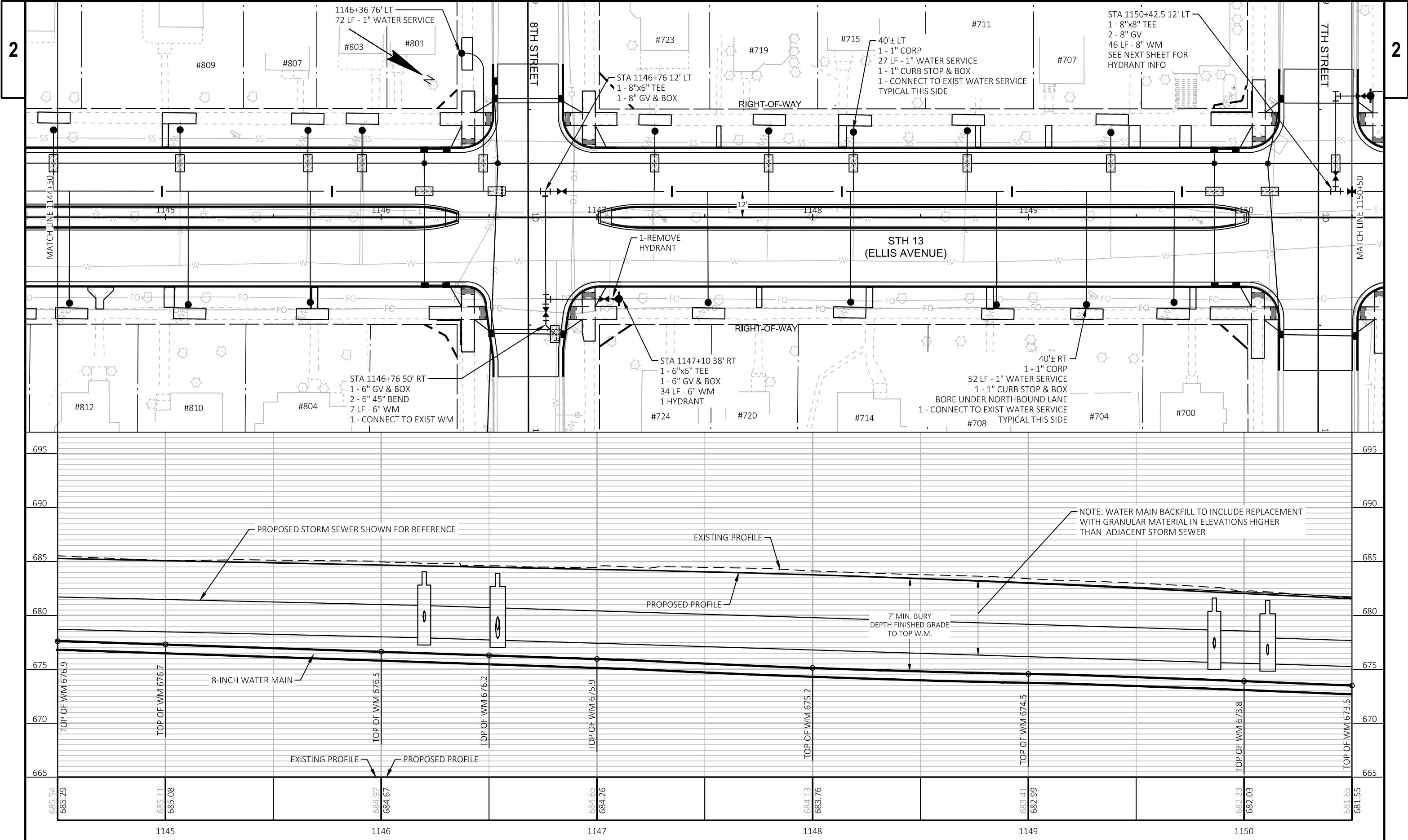
SHEET

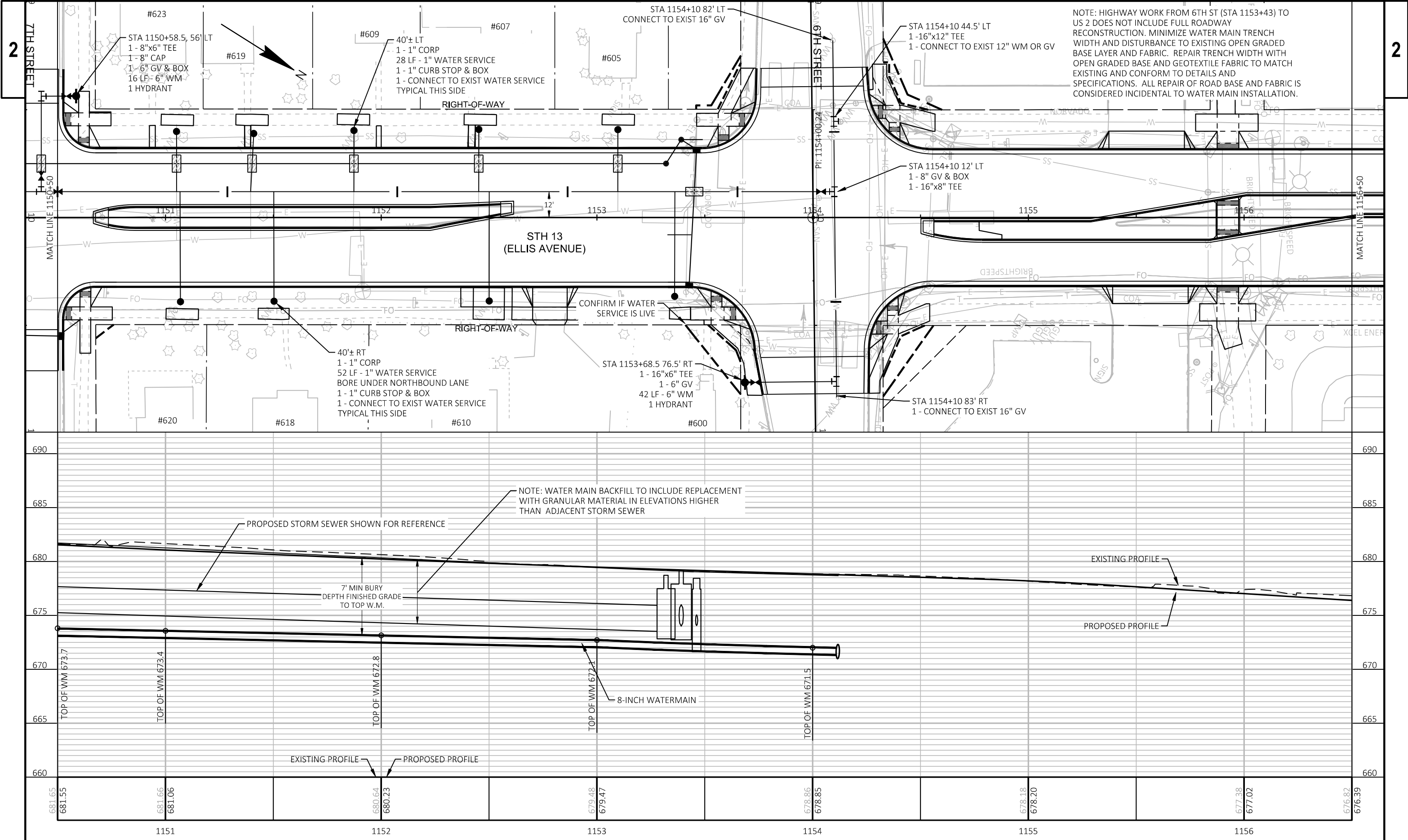


PROJECT NO: 1610-00-77	HWY: STH 13	COUNTY: ASHLAND	PROJECT OVERVIEW	SHEET 3	E
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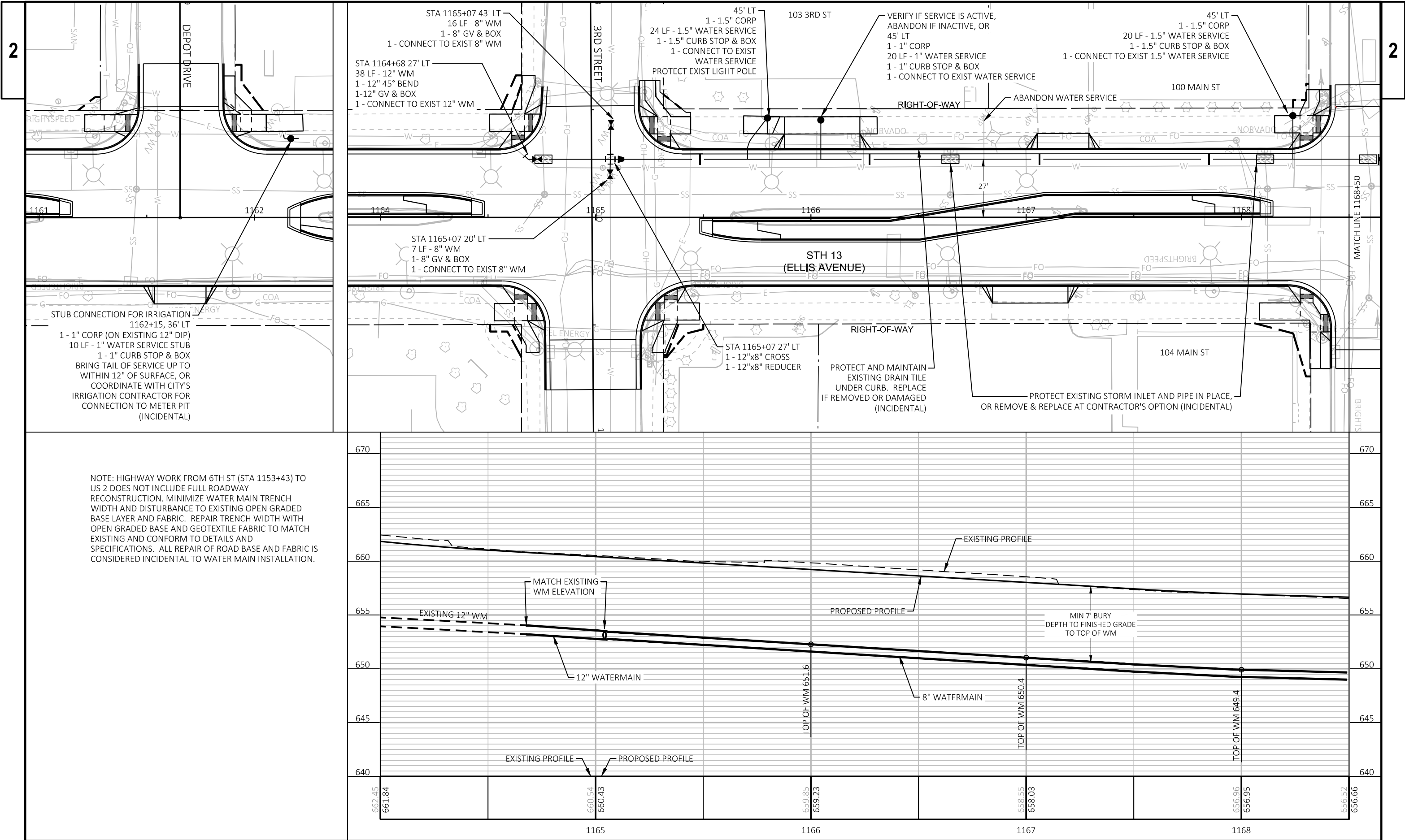
PROJECT NO: 1610-00-80	HWY: STH 13	COUNTY: ASHLAND	WATER MAIN: STH 13	SHEET 100	E
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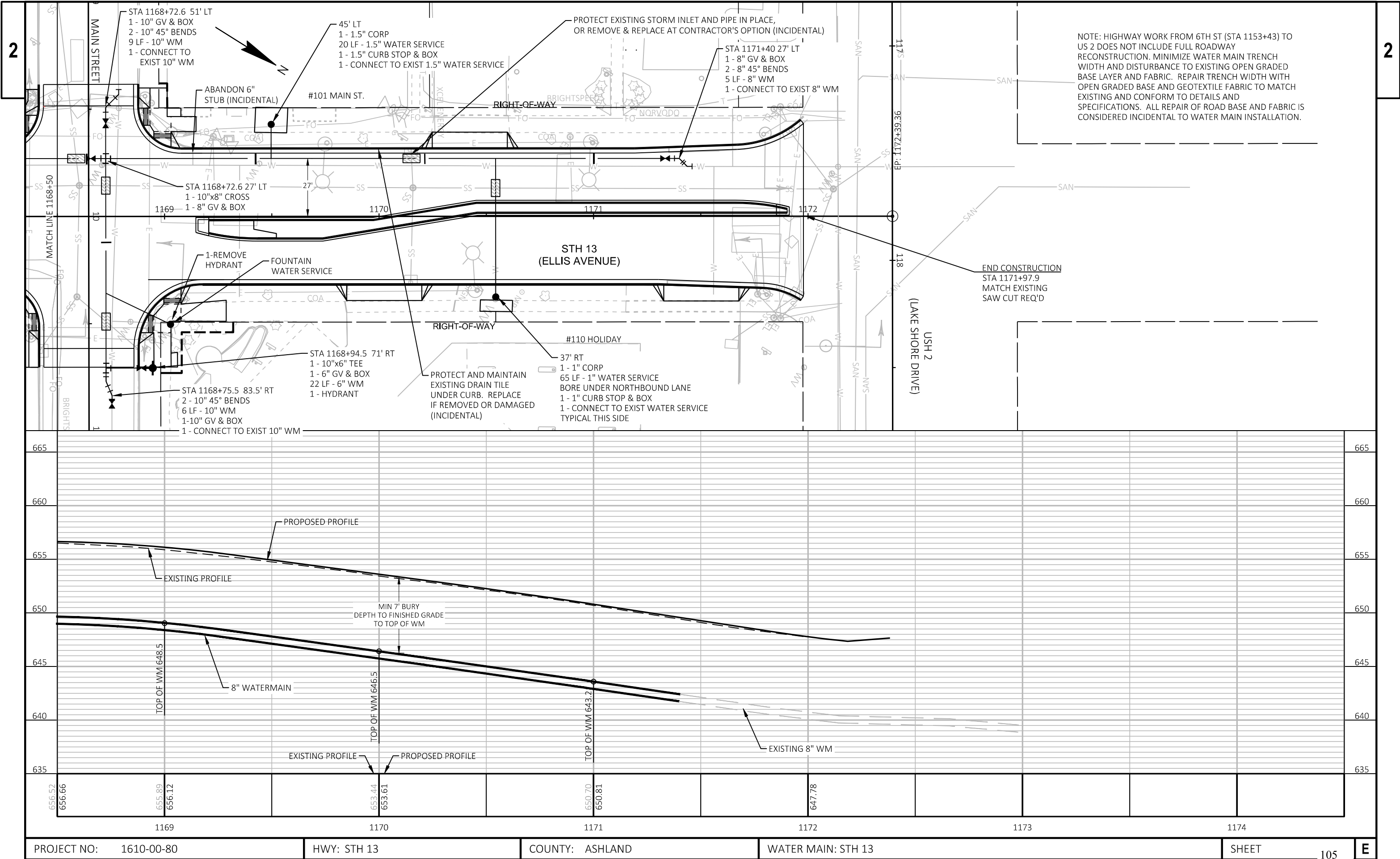




NOTE: HIGHWAY WORK FROM 6TH ST (STA 1153+43) TO US 2 DOES NOT INCLUDE FULL ROADWAY RECONSTRUCTION. MINIMIZE WATER MAIN TRENCH WIDTH AND DISTURBANCE TO EXISTING OPEN GRADED BASE LAYER AND FABRIC. REPAIR TRENCH WIDTH WITH OPEN GRADED BASE AND GEOTEXTILE FABRIC TO MATCH EXISTING AND CONFORM TO DETAILS AND SPECIFICATIONS. ALL REPAIR OF ROAD BASE AND FABRIC IS CONSIDERED INCIDENTAL TO WATER MAIN INSTALLATION.

NOTE: WATER MAIN BACKFILL TO INCLUDE REPLACEMENT WITH GRANULAR MATERIAL IN ELEVATIONS HIGHER THAN ADJACENT STORM SEWER





PROJECT NO: 1610-00-80	HWY: STH 13	COUNTY: ASHLAND	WATER MAIN: STH 13	SHEET 105	E
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**2025 ELLIS AVE RECONSTRUCTION SPECIAL ASSESSMENT
OPINION OF PROBABLE COSTS - 5/12/2025**

ITEM NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	Sidewalk Cure and Seal	3950	SF	\$0.27	\$1,066.50
2	Granular backfill	90	CY	\$31.00	\$2,790.00
3	Remove Sidewalk	440	SY	\$10.00	\$4,400.00
4		0	-	\$4.20	\$0.00
A. SIDEWALK CONSTRUCTION ASSOCIATED COSTS					\$ 8,256.50
5	4-IN Concrete Sidewalk	3950	SF	\$7.00	\$27,650.00
6.	6-IN Concrete Sidewalk (DOT covered)	0	SF	\$7.50	\$0.00
B. SIDEWALK INSTALLATION COST					\$ 27,650.00
8.	Engineering & Construction Admin. (10%)				\$3,590.65
C. ENGINEERING & ADMIS. COSTS					\$ 3,590.65
D. WASTAGE FACTOR AND INCIDENTAL ADDITIONS (10%)					\$ 3,590.65
TOTAL ESTIMATED COST A+B+C+D					\$ 43,087.80

2025 ELLIS AVE RECONSTRUCTION SPECIAL ASSESSMENT
PRELIMINARY COST PER SQUARE FOOT CALCULATION

	4" Concrete (SF)	6" Concrete (SF)
Unit Bid Cost	\$7.00	\$7.50
Associated Construction	\$2.09	\$2.09
Wastage Factor and Incidental Additions	\$0.91	\$0.91
Administration & Engineering (15%)	\$0.91	\$0.91
Price Per SF*	\$11.00	\$0.00
50% Assessment	\$5.50	\$0.00

\$8,256.50

\$3,590.65

* All 6" concrete is paid in full by WisDOT

2025 Ellis Ave Special Assessments Quantities

PROPERTY OWNERSHIP DATA						FLANKAGE CREDIT CALCULATIONS			SPECIAL ASSESSMENT ESTIMATED QUANTITIES								COST BREAKDOWNS						SPECIAL ASSESSMENT CALCULATIONS	
PIN	OWNER FIRST NAME	OWNER LAST NAME	OWNER ADDRESS	CITY, STATE, ZIP	PROPERTY ADDRESS	FLANKAGE LENGTH	FLANKAGE SQ	TOTAL FLANKAGE CREDIT	CARRIAGE WALK SQ FT	4 INCH LENGTH	4 INCH WIDTH	4 INCH SQ FT	DRIVEWAY APPROACH	6 INCH LENGTH	6 INCH WIDTH	6 INCH SQ FT	4 INCH COST PER SQ FT	4 INCH COST	6 INCH COST PER SQ FT	6 INCH COST	Owner Credits Due for Flank	TOTAL COST	PROPERTY OWNER COST (50%)	CITY COST (50%)
201-02324-0000	HELM	PAUL J	711 LEDGEVIEW LN	BROWNSVILLE, WI 53006	723 ELLIS AVE				0	12	6	72	0	0	0	0	\$ 11.00	\$ 792.00	\$ -	\$ -	\$ -	\$ 792.00	\$ 396.00	\$ 396.00
201-02325-0000	ZAK	AMY J	719 ELLIS AVE	ASHLAND, WI 54806	719 ELLIS AVE				27	12.8333	6	76.9998	0	0	0	0	\$ 11.00	\$ 847.00	\$ -	\$ -	\$ -	\$ 847.00	\$ 423.50	\$ 423.50
201-02326-0000	KAMMANN	MELISSA BETH	715 ELLIS AVE	ASHLAND, WI 54806	715 ELLIS AVE				36	16	6	96	0	0	0	0	\$ 11.00	\$ 1,056.00	\$ -	\$ -	\$ -	\$ 1,056.00	\$ 528.00	\$ 528.00
201-02327-0000	WORMMOOD	CYNTHIA	711 ELLIS AVE	ASHLAND, WI 54806	711 ELLIS AVE				27	15	6	90	0	0	0	0	\$ 11.00	\$ 990.00	\$ -	\$ -	\$ -	\$ 990.00	\$ 495.00	\$ 495.00
201-02328-0000	PAGAC	JAMES R	2117 5TH ST E	ASHLAND, WI 54806	707 ELLIS AVE				27	18.5	6	111	0	0	0	0	\$ 11.00	\$ 1,221.00	\$ -	\$ -	\$ -	\$ 1,221.00	\$ 610.50	\$ 610.50
201-02329-0000	LIGHTHOUSE BAPTIST CHURCH		PO BOX 955	ASHLAND, WI 54806	701 ELLIS AVE				107.6654	12	6	72	0	0	0	0	\$ 11.00	\$ 792.00	\$ -	\$ -	\$ -	\$ 792.00	\$ 396.00	\$ 396.00
201-02198-0000	JANKE	LINDA F	623 ELLIS AVE	ASHLAND, WI 54806	623 ELLIS AVE				27	17	6	102	0	0	0	0	\$ 11.00	\$ 1,122.00	\$ -	\$ -	\$ -	\$ 1,122.00	\$ 561.00	\$ 561.00
201-02199-0000	BENNETT	DANNY	619 ELLIS AVE	ASHLAND, WI 54806	619 ELLIS AVE				28.5	13.6667	6	82.0002	0	0	0	0	\$ 11.00	\$ 902.00	\$ -	\$ -	\$ -	\$ 902.00	\$ 451.00	\$ 451.00
201-02200-0000	CICERO	LAWRENCE E	65736 LAKE PARK RD	ASHLAND, WI 54806	609 ELLIS AVE				28.5	18.5	6	111	0	0	0	0	\$ 11.00	\$ 1,221.00	\$ -	\$ -	\$ -	\$ 1,221.00	\$ 610.50	\$ 610.50
201-02201-0000	HOGULUND	MARK & KAREN	49244 STATE HWY 13	ASHLAND, WI 54806	607 ELLIS AVE				33.25	16.5	6	99	0	0	0	0	\$ 11.00	\$ 1,089.00	\$ -	\$ -	\$ -	\$ 1,089.00	\$ 544.50	\$ 544.50
201-02202-0000	CHRISTMAN	SAMUEL F	1109 2ND AVE W	ASHLAND, WI 54806	605 ELLIS AVE				27	14.5	6	87	0	0	0	0	\$ 11.00	\$ 957.00	\$ -	\$ -	\$ -	\$ 957.00	\$ 478.50	\$ 478.50
201-01684-0000	NORTHWOODS WOMEN, INC		PO BOX 88	ASHLAND, WI 54806	301 ELLIS AVE				0	0	0	0	128	32	8	384	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-01682-0000	SUPERIOR COMMUNITY CREDIT UNION		319 ELLIS AVE	ASHLAND, WI 54806	319 ELLIS AVE				0	0	0	0	192	0	0	192	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-01989-0100	CITY OF ASHLAND		601 MAIN ST W	ASHLAND, WI 54806					0	0	0	0	0	0	0	0	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-01974-0000	CITY OF ASHLAND		601 MAIN ST W	ASHLAND, WI 54806					0	0	0	0	0	0	0	0	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-01645-0000	ASPENSON PROPERTIES, LLC		25941 STATE HWY 27	EASTMAN, WI 54626	100 MAIN ST W				0	24	8	192	192	0	0	192	\$ 11.00	\$ 2,112.00	\$ -	\$ -	\$ -	\$ 2,112.00	\$ 1,056.00	\$ 1,056.00
201-01302-0200	CITY OF ASHLAND		601 MAIN ST W	ASHLAND, WI 54806					0	0	0	0	0	0	0	0	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-01303-0000	SHEN PROPERTIES, LLC		101 MAIN ST W STE 201	ASHLAND, WI 54806	101 MAIN ST W				0	10	8	80	0	0	0	0	\$ 11.00	\$ 880.00	\$ -	\$ -	\$ -	\$ 880.00	\$ 440.00	\$ 440.00
201-01310-0000	INDIANHEAD OIL CO., INC.		4567 AMERICAN BLVD W	MINNEAPOLIS, MN 55437	110 ELLIS AVE				0	0	0	0	560	0	0	560	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-02852-0000	MAPLE	JEFFREY & MARYANN	1101 ELLIS AVENUE	ASHLAND, WI 54806	1101 ELLIS AVE				38	0	0	0	0	0	0	0	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-02851-0000	DRYER	DEBORAH	1115 ELLIS AVE	ASHLAND, WI 54806	1115 ELLIS AVE				28.5	0	0	0	0	0	0	0	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-02848-0000	PRATER	ANDERSON C	1123 ELLIS AVE	ASHLAND, WI 54806	1123 ELLIS AVE				28.5	0	0	0	0	0	0	0	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-02762-0000	SOROKO	ADAM K	1023 ELLIS AVE	ASHLAND, WI 54806	1023 ELLIS AVE				0	0	0	0	0	0	0	0	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-02763-0000	BADGERLAND VENTURES LLC		2506 MAPLE LN	ASHLAND, WI 54806	1019 ELLIS AVE				28.5	12.25	6	73.5	0	0	0	0	\$ 11.00	\$ 808.50	\$ -	\$ -	\$ -	\$ 808.50	\$ 404.25	\$ 404.25
201-02764-0000	SWAPINSKI	SAMUEL E	1011 ELLIS AVE	ASHLAND, WI 54806	1011 ELLIS AVE				28.5	21	6	126	108	12	6	180	\$ 11.00	\$ 1,386.00	\$ -	\$ -	\$ -	\$ 1,386.00	\$ 693.00	\$ 693.00
201-02765-0000	NELSON	MIROSLAVA R	87260 EAGLE BLUFF	BAYFIELD, WI 54814	1005 ELLIS AVE				28.5	16.25	6	97.5	0	0	0	0	\$ 11.00	\$ 1,072.50	\$ -	\$ -	\$ -	\$ 1,072.50	\$ 536.25	\$ 536.25
201-02766-0000	KASPER IRREVOCABLE TRUST	ANDREA A	715 5TH AVENUE E	ASHLAND, WI 54806	1001 ELLIS AVE				0	12.5	6	75	0	0	0	0	\$ 11.00	\$ 825.00	\$ -	\$ -	\$ -	\$ 825.00	\$ 412.50	\$ 412.50
201-02645-0000	OCHSNER	CAROL	922 ELLIS AVE	ASHLAND, WI 54806	922 ELLIS AVE				0	12.25	6	73.5	0	0	0	0	\$ 11.00	\$ 808.50	\$ -	\$ -	\$ -	\$ 808.50	\$ 404.25	\$ 404.25
201-02646-0000	JENSEN	KATHRYN L	P.O. BOX 227	BAYFIELD, WI 54814	918 ELLIS AVE				27	18.5	6	111	0	0	0	0	\$ 11.00	\$ 1,221.00	\$ -	\$ -	\$ -	\$ 1,221.00	\$ 610.50	\$ 610.50
201-02648-0000	HARRIES	BETSEY JANE	910 ELLIS AVE	ASHLAND, WI 54806	910 ELLIS AVE				0	16.5	6	99	96	0	0	96	\$ 11.00	\$ 1,089.00	\$ -	\$ -	\$ -	\$ 1,089.00	\$ 544.50	\$ 544.50
201-02649-0000	VERCH	RICHARD & MARY	906 ELLIS AVE	ASHLAND, WI 54806	906 ELLIS AVE				36	16.6667	6	100.0002	0	0	0	0	\$ 11.00	\$ 1,100.00	\$ -	\$ -	\$ -	\$ 1,100.00	\$ 550.00	\$ 550.00
201-02650-0000	WOLFGRAM	KAREN	900 ELLIS AVE	ASHLAND, WI 54806	900 ELLIS AVE				36	16.25	6	97.5	0	0	0	0	\$ 11.00	\$ 1,072.50	\$ -	\$ -	\$ -	\$ 1,072.50	\$ 536.25	\$ 536.25
201-02855-0000	DIGIROLAMO	MATTHEW D	1106 ELLIS AVE	ASHLAND, WI 54806	1106 ELLIS AVE				27	0	0	0	0	0	0	0	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-02856-0000	VAN PERNIS REVOCABLE TRUST	PAUL & EILEEN	1100 ELLIS AVE	ASHLAND, WI 54806	1100 ELLIS AVE				36	0	0	0	0	0	0	0	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-01987-0000	KWIK TRIP, INC		1626 OAK ST	LACROSSE, WI 54603	109 6TH ST E				0	0	0	0	264	0	0	264	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-01989-0200	WINGER PROPERTIES, LLC		13 E SPRUCE ST STE 102	CHIPPEWA FALLS, WI 54729	510 ELLIS AVE				0	0	0	0	0	0	0	0	\$ 11.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
201-01928-0000	BRICK MINISTRIES, INC		420 ELLIS AVE	ASHLAND, WI 54806	420 ELLIS AVE																			

Reso 17834 - May 13, 2025**RESOLUTION NO. 17834****PRELIMINARY RESOLUTION DECLARING INTENT TO LEVY SPECIAL ASSESSMENTS UNDER MUNICIPAL POLICE POWER PURSUANT TO SEC. 66.0703, WI STATE STATUTE FOR THE 2025 ELLIS AVENUE PAVEMENT REPLACEMENT PROJECT**

RESOLVED, by the Ashland Common Council, City of Ashland, Wisconsin, Ashland County, Wisconsin:

1. the Ashland Common Council hereby declares its intention to exercise its police power under §66.0703, Stats., to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by reason of the following public work and improvements:

Concrete Sidewalk Installation and Replacement
Concrete or Asphaltic Driveway Installation and Replacement
Concrete Carriage Walk Installation and Replacement

2. The property to be assessed lies within the following described assessment district:
 - a. All properties adjacent to Ellis Avenue from Lakeshore Drive to 16th Street East, City of Ashland, Ashland County, Wisconsin.
3. The total amount assessed against the properties in the described assessment district shall not exceed 50% of the cost of the improvements.
4. The Ashland Common Council determines that the improvements constitute an exercise of the police power for the health, safety and general welfare of the municipality and its inhabitants.
5. The City Public Works Department shall prepare a report which shall consist of:
 - a. Preliminary plans and specifications for the improvements.
 - b. An estimate of the entire cost of the proposed improvements.
 - c. A statement that the property against which the assessment are proposed will be benefitted.
 - d. Schedule of proposed assessments
6. When the report is completed, the City Public Works Department shall file a copy of the report with the City Clerk for public inspection and, if state property is to be assessed, shall mail a copy of the report to the responsible state agency and, for assessments of \$50,000 or more, to the Wisconsin State Building Commission.
7. Upon receiving the report of the Public Works Department, the City Clerk shall cause notice to be given 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. This notice shall be published as a class 1 notice under Ch. 985, Stats, and copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.

8. The hearing will be held at the Ashland City Hall, 601 West Main Street, Ashland, Wisconsin, at a time set by the City Clerk in accordance with §66.0703, Stats., which shall be not less than 10 nor more than 40 days after publication. People will be able to attend virtually or in person.
9. The number of installments in which the assessment against any parcel may be paid shall be determined at the hearing provided for in paragraph 7, above.

HISTORY

Adopted by Res. [17834](#) on 5/13/2025

Ref: 2025-149

COUNCIL AGENDA: 8.B.
(6/24/2025)

SUBJECT: Approve a Final Resolution Authorizing Public Improvement and Levying Sidewalk Special Assessments against Benefited Property in the City of Ashland, Ashland County, Wisconsin for the 2025 Ellis Avenue Pavement Replacement Project (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: Council approved Preliminary Resolution No. 17834 on May 13, 2025.
City Administrator
Public Works Director

EXHIBITS: 1. Proposed Final Resolution No. 17840

EXPENDITURES REQUIRED: \$254,803.00 Total Est. Cost of Sidewalk Replacement
\$230,834.00 City and WI DOT Portion
\$ 23,969.00 Special Assessments*

***Assessable Costs are \$47,938.40, of which 50% is to be paid by special assessment.**

AMOUNT BUDGETED: \$230,834.00 Fund 470 Street Improvements (City and WI DOT Portion of Sidewalk Construction)

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH CHAPTER 51: Preliminary Resolution No. 147834 approved by Council at their March 13, 2025 meeting

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The City of Ashland "will work to protect and strengthen our natural setting and resources; our small city character and our sense of community; our heritage; our arts, architectural roots, and recreational assets; and our economic prosperity."

SUMMARY STATEMENT:

After Council hears from citizens during the Public Hearing, Council shall direct staff to make any appropriate changes to the Preliminary Special Assessment Report and pass the final resolution authorizing public improvement and levying sidewalk special assessments against benefited property in the City of Ashland, Ashland County, Wisconsin.

As the March 13, 2025 meeting, the Council approved a Preliminary Resolution directing staff to prepare a report for the special assessments described below, as required by Wisconsin Statute 66.0703.

As proposed by City staff, the special assessments would total \$25,417.98. There are 59 properties in the assessment district described in the preliminary resolution declaring the intent to levy special assessments.

For the five affected properties, the assessments range from \$50.40 to a high of \$1,564.13, with an average assessment of \$430.81.

Per the City's Sidewalk Special Assessment Policy, assessments may be paid in full, or via ten annual installments to the City of Ashland.

Per Wisconsin Statute 66.0715, the repayment terms may be deferred on the terms and in the manner prescribed by the governing body. On March 29, 2023, City Council approved revisions to the Special Assessment Hardship Policy which, in short, allows qualifying property owners to apply for deferral of the special assessment if the property owner meets prescribed income requirements. For the duration of time that property owners meet these income requirements, the property would be eligible to have the annual special assessment payment deferred until the sale or transfer of the property. City funds would then be used to make the annual payments during the period of deferral. Property owners are required to annually certify their income via a copy of their federal tax return.

Staff is recommending approval of the final resolution authorizing public improvement and levying sidewalk special assessments against benefited property in the City of Ashland, Ashland County, Wisconsin for the 2025 Ellis Ave Pavement Replacement Project.

RESOLUTION No. 17840

FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT AND LEVYING SIDEWALK SPECIAL ASSESSMENTS AGAINST BENEFITED PROPERTY IN THE CITY OF ASHLAND, ASHLAND COUNTY, WISCONSIN FOR THE 2025 ELLIS AVENUE PAVEMENT REPLACEMENT PROJECT

WHEREAS, the Common Council for the City of Ashland, Ashland County, Wisconsin, held a public hearing at the Ashland City Hall, 601 Main Street West, Ashland, Wisconsin, at 6:00 p.m. on June 24, 2025 for the purpose of hearing all interested persons concerning the preliminary resolution and report of the Ashland Department of Public Works, including preliminary assessments against benefited property, and heard all persons who desired to speak at the hearing.

NOW, THEREFORE, BE IT RESOLVED, the Common Council for the City of Ashland determines as follows:

1. The sidewalk special assessment report of the Ashland Department of Public Works, a copy of which is attached hereto and incorporated herein as if fully set forth herein, including the plans and specifications and assessments set forth therein, is adopted and approved.
2. The project engineer shall advertise for bids and supervise construction of the improvements in accordance with the report hereby adopted.
3. The estimated cost of the sidewalk improvements is \$254,803.00, the total assessable costs are \$47,938.00, and 50% shall be paid by special assessment against the property benefited as indicated in the report.
4. Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.
5. The final assessment shall be due within 45 days of the initial billing date. Assessments may be paid in cash or in ten annual installments to the City of Ashland Treasurer. Installments shall be placed on the next tax roll after the due date for collection and the interest rate will be the true interest cost of the 2024A general obligation promissory note (4.043%) issue plus 1% admin fee per annum on the unpaid balance from January 1 of the year following the levy. All assessments are due in full upon sale or transfer of property.
6. The City Clerk shall publish this resolution as a class 1 notice under Ch. 985, Stats., and mail a copy of this resolution and a statement of the final assessment against the benefited property together with notice of installment payment privileges to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

BE IT FURTHER RESOLVED that the Common Council of the City of Ashland approve the final resolution authorizing public improvement and levying sidewalk special assessments against benefitted properties in the City of Ashland, Ashland County, Wisconsin for the 2025 Ellis Ave Pavement Replacement Project.

PASSED: June 24, 2025

Councilperson

ATTEST:

Denise Oliphant, City Clerk

Matthew MacKenzie, Mayor

APPROVED AS TO FORM:

Tyler W. Wickman, City Attorney

Ref: 2025-150

COUNCIL AGENDA: 8.C.
(6/24/2025)

SUBJECT: Public Hearing Regarding Sidewalk Special Assessments for the 2025
Chapple Avenue Reconstruction Project (*Public Works*) Roll

RECOMMENDATION: Approval

**DEPARTMENT OF
ORIGIN:** Public Works

CLEARANCES: Council approved the preliminary resolution 6-1 on May 13, 2025.
City Administrator
Public Works Director

EXHIBITS:

1. SPECIAL ASSESSMENT PRELIMINARY REPORT for
2025 Chapple Avenue (6th Street – 11th Street)
Reconstruction Project
2. Preliminary Resolution No. 17833 - approved May 13, 2025

**EXPENDITURES
REQUIRED:**

\$ 118,780.00	Total Est. Cost of Sidewalk Replacement
\$ <u>72,112.43</u>	City Portion
\$ 46,667.57	Special Assessments*

***Assessable Costs are \$93,910.05, of which 50% is to be paid
by special assessment.**

AMOUNT BUDGETED: \$ 72,112.43 Fund 470 Street Improvements (City Portion of
Sidewalk Construction)

**APPROPRIATION
REQUIRED:** N/A

**TREASURER'S
CERTIFICATE:** N/A

COMPLIANCE WITH CHAPTER 51: The Council as Committee of the Whole previously
discussed and approved a preliminary resolution and approved to move forward to the Council
for formal approval.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The City of Ashland "will work to protect and strengthen our natural setting and resources; our small city character and our sense of community; our heritage; our arts, architectural roots, and recreational assets; and our economic prosperity."

SUMMARY STATEMENT:

WI State Statute requires that the Governing Body conduct a Public Hearing whenever proposing special assessments for public improvements.

Preliminary assessment letters and a copy of the Public Hearing Notice have been sent to all affected property owners. The letter included the maximum anticipated special assessment amount to be charged to the property. The City's current policy for sidewalk special assessments was approved by Council in July 2023 and states that special assessments shall be calculated at the rate of 50% of the anticipated construction cost.

Assessable elements include concrete sidewalk, pedestrian curb ramps, driveway aprons, carriage walks, engineering and associated construction. The proposed assessments consist of 50% of the cost of all of these elements, plus 10% for engineering and administrative services.

A Preliminary Report on Special Assessments associated with the 2025 Chapple Avenue Reconstruction Project has been completed by the Public Works Department, which includes details on the anticipated construction costs. A copy of this report has been made available for public review at City Hall.

The Preliminary Report will be revised to reflect any changes resulting from modifications approved by the City Council at the June 24, 2025 Public Hearing.

The Public Works Department has confirmed that proper notice has been made according to WI Statutes. The public hearing notice was published as a Class I notice in the June 12, 2025 edition of the Ashland Daily Press.



City of Ashland, Wisconsin ~ Department of Public Works

SPECIAL ASSESSMENT PRELIMINARY REPORT
for
2025 CHAPPLE AVE. (6TH ST. – 11TH ST.) RECONSTRUCTION PROJECT

JUNE 13th, 2025



Prepared by the City of Ashland Public Works Department

TABLE OF CONTENTS	
PAGE	TITLE
1	REPORT OPENING STATEMENT
2-3	PRELIMINARY RESOLUTION INTENT TO LEVY SPECIAL ASSESSMENTS
4-8	CITY OF ASHLAND SIDEWALK SPECIAL ASSESSMENT POLICY
9-35	SCHEDULE A1 - SPECIFICATIONS
36-41	SCHEDULE A2 - PLANS
42-43	SCHEDULE B - OPINION OF PROBABLE COST
44	SCHEDULE C - PROPOSED ASSESSMENTS



City of Ashland, Wisconsin ~ Department of Public Works
2020 6th Street East Ashland ~ WI 54806 ~ www.coawi.org

**PRELIMINARY REPORT
FOR
SIDEWALK SPECIAL ASSESSMENTS
2025 CHAPPLE AVE. (6TH ST. – 11TH ST.) RECONSTRUCTION PROJECT**

JUNE 13, 2025

This report is submitted in accordance with the requirements of §66.0705 Stat., and the preliminary resolution of the City Council of Ashland, Wisconsin, dated May 13, 2025 determining to levy special assessments on benefited properties for public improvements related to construction of sidewalk in accordance with and at locations as further described in the following schedules:

- SCHEDULE A:** Project Plans and Specifications
- SCHEDULE B:** Opinion of Probable Cost for the Public Improvement;
- SCHEDULE C:** Schedule of Proposed Assessments Against Each Benefitted Parcel

The project includes reconstruction of Chapple Avenue from 6th St W to 11th St W; replacing water main and services, replacement of storm sewer; and replacement of existing sidewalks as needed throughout the project area, determined by the Public Works Department and as shown on the plans.

A Public Hearing meeting is scheduled to be held during the City Council meeting on **Tuesday, June 24, 2025 at 6:00 p.m.** At the Public Hearing the Ashland Common Council will hear all interested persons, or their agents or attorneys, concerning the matter contained in the preliminary resolution authorizing the assessments and as contained in this report. All objections will be considered at this hearing and thereafter the amount of the assessments will be fully determined.

After the Public Hearing a Final Report will be produced that reflects any changes or modifications to the proposed special assessments as approved and authorized by the Ashland Common Council.

I hereby certify that the property against which assessments are proposed has been viewed in the field and found to be benefitted by said improvements under the City's police power.

John Butler, P.E.
Director of Public Works

RESOLUTION No. 17833

PRELIMINARY RESOLUTION DECLARING INTENT TO LEVY SPECIAL ASSESSMENTS UNDER MUNICIPAL POLICE POWER PURSUANT TO SEC. 66.0703, WI STATE STATUTE FOR THE 2025 CHAPPLE AVENUE RECONSTRUCTION PROJECT

RESOLVED, by the Ashland Common Council, City of Ashland, Wisconsin, Ashland County, Wisconsin:

1. The Ashland Common Council hereby declares its intention to exercise its police power under §66.0703, Stats., to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by reason of the following public work and improvements:

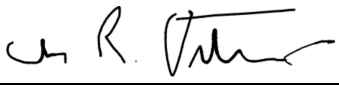
Concrete Sidewalk Installation and Replacement
Concrete or Asphaltic Driveway Installation and Replacement
Concrete Carriage Walk Installation and Replacement

2. The property to be assessed lies within the following described assessment district:
 - a. All properties adjacent to Chapple Avenue from 6th Street West to 11th Street West, City of Ashland, Ashland County, Wisconsin.
3. The total amount assessed against the properties in the described assessment district shall not exceed 50% of the cost of the improvements.
4. The Ashland Common Council determines that the improvements constitute an exercise of the police power for the health, safety and general welfare of the municipality and its inhabitants.
5. The City Public Works Department shall prepare a report which shall consist of:
 - a. Preliminary plans and specifications for the improvements.
 - b. An estimate of the entire cost of the proposed improvements.
 - c. A statement that the property against which the assessment are proposed will be benefitted.
 - d. Schedule of proposed assessments
6. When the report is completed, the City Public Works Department shall file a copy of the report with the City Clerk for public inspection and, if state property is to be assessed, shall mail a copy of the report to the responsible state agency and, for assessments of \$50,000 or more, to the Wisconsin State Building Commission.
7. Upon receiving the report of the Public Works Department, the City Clerk shall cause notice to be given 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. This notice shall be published as a class 1 notice under Ch. 985, Stats, and copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.

8. The hearing will be held at the Ashland City Hall, 601 West Main Street, Ashland, Wisconsin, at a time set by the City Clerk in accordance with §66.0703, Stats., which shall be not less than 10 nor more than 40 days after publication. People will be able to attend virtually or in person.

9. The number of installments in which the assessment against any parcel may be paid shall be determined at the hearing provided for in paragraph 7, above.

PASSED: May 13, 2025


Alderperson

ATTEST:


Denise Oliphant, City Clerk


Matthew MacKenzie, Mayor

APPROVED AS TO FORM:


Tyler W. Wickman, City Attorney

CITY OF ASHLAND, WISCONSIN SIDEWALK SPECIAL ASSESSMENT POLICY

(Dated: July 25, 2023)

(Referenced by Ordinance No. 530; Adopted May 9, 2006; March 24, 2006)

1.0 PURPOSE

The purpose of this Policy is to assure fair and equitable cost recovery for pedestrian infrastructure improvements and to set forth a methodology determining the amount of the assessment for the improvements and circumstances on a reasonable basis. It is the policy of the City of Ashland that all properties specially benefiting from sidewalk improvements pay a portion of their fair share of the cost of such improvements.

The policies contained herein are designed to serve as a general guide for the City Council in allocating benefit to properties. The City Council reserves the right to vary from these policies if the assessments derived by imposition of the policies create obvious inequities, where the assignment of benefit to a particular property is difficult to determine, or because of extreme or unusual circumstances, or for other good reason.

2.0 SPECIAL ASSESSMENT PROCEDURES

The Wisconsin Statutes prescribe the general procedures which cities must follow to specially assess property for local improvements. Typical public improvement projects for which Property Assessments are levied include sidewalks and related pedestrian infrastructure elements. Pertinent statute sections include §66.0703 and §66.0907. In accordance with §66.0907, municipalities may impose assessments for the costs of laying, removing, replacing, repairing, and maintaining sidewalks. Charges for sidewalk work are levied under police powers and do not require a showing of benefit to properties charged (*Lisbon Ave. v. Town of Lake*, 134 Wis. 470, 475, 113 N.W. 1099 (1908)).

The City of Ashland adopts, makes a part of this policy by reference, and incorporates the procedures for levying Property Assessments as contained in Wisconsin Statutes §66.0907. Whenever the provisions of this policy are contrary to those contained in §66.0703, §66.0907, or other applicable provisions of the Wisconsin Statutes or administrative regulations, the Wisconsin Statutes or administrative regulations shall control.

All Property Assessments levied in the City of Ashland shall be grounded in the exercise of police powers for the health, safety and welfare of the public.

It is hereby determined that all properties lying within the incorporated boundaries of the City of Ashland receive similar benefit for similar categories of improvements and therefore the rates established for the levy of special assessment shall be applied on a uniform basis throughout the City, for the benefits received, regardless of the location of the improvements and the method of financing. In no case shall the total Property Assessments exceed the total cost of all improvements constructed as part of the annual Capital Improvement Program (CIP).

3.0 ASSESSMENT BASIS

Property Assessments are to be computed and based on a per linear foot of frontage basis (i.e., *front footage* basis), except in the case of residential corner lots.

The front footage of corner lots shall be determined by the side of the lot bearing the street address and front entrance of the home. All corner lots shall receive a 140 ft. *flankage credit* for sideyard sidewalk. The assessment for corner lots shall be limited to the front footage plus any remaining side footage after deducting flankage credit. All residential corner lots receive this 140 ft. flankage credit.

The following examples help to illustrate how corner lots are assessed:

- a) If a large 140' (front) by 150' (deep) corner lot is to receive all new sidewalks on both sides, then the assessment would be for 150 ft. total (140' of frontage plus 150' side yard minus the flankage credit of 140') = 150 ft. total).
- b) If a smaller 100' (front) by 140' (deep) corner lot is to receive all new sidewalks on both sides, then the assessment would be for 100 ft. total (100' of frontage plus 140' side yard minus the flankage credit of 140') = 100 ft. total). Likewise for a 50' or 75' wide lot.

If a corner lot did not have sidewalk on its frontage OR its frontage sidewalk is all in excellent shape, and the project calls for new sidewalk installation on its flanking side only; then the property would be assessed for only that portion of the flanking side that exceeds the 140 ft. flanking credit. For example,

- c) If a large 100' (front) by 150' (deep) corner lot is to receive a new side yard sidewalk (flanking side) only; then the special assessment would be for 10 feet (150' deep flanking side minus 140' flankage credit).

The flankage credit is determined to be 140 feet based on the fact that the typical Ashland lot is 140 ft. deep. The flanking side of a lot is not intended to be special assessed until the amount of sidewalk installed or replaced on the flank within any 20 year period exceeds 140 lineal feet.

4.0 ASSESSABLE PROJECT ELEMENTS AND COSTS

Recognizing that it is the policy of the City of Ashland to levy Property Assessments to recover approximately 50% of the cost of constructing sidewalk improvements. The City Council establishes the locations and priorities for sidewalk improvement projects as described in Ordinance 530, *Ordinance to Adopt a Sidewalk Construction, Maintenance, and Use Policy for the City of Ashland*.

The City Council establishes the assessment rates for sidewalk improvements. Annually the Director of Public Works/City Engineer will recommend adjustments in the special assessment rates based on construction costs experienced the previous construction season. This rate will be published in the Comprehensive Fee Schedule, adopted annually by City Council.

All construction shall be in accordance with standards as published in the most recent version of the *City of Ashland Standard Specifications for Sidewalk Construction*, unless otherwise approved in writing from the Director of Public Works/City Engineer.

Assessable project elements and costs to be included in the special assessment computations are described herein:

- a) Sidewalk Removal, Saw Cutting, and other associated demolition costs: Costs for removal, saw cutting, and other associated demolition costs of existing sidewalks is to be included with construction costs.
- b) Grading and Gravel Base: The grading and construction of a gravel base for sidewalk construction will be included with construction costs.
- c) Curb, Gutter, and Pedestrian Handicap Ramps: The construction or replacement of concrete curb and gutter associated with installation of pedestrian ramps and/or adjacent sidewalks will be included in cost computations, and shall be allocated evenly as part of general sidewalk improvement construction costs. This shall include the installation of color-contrasted truncated dome devices for visually impaired pedestrians.
- d) Sidewalk Construction Costs: New sidewalk construction, or complete replacement of existing sidewalk, is to be included in the costs for construction.
- e) Replacement Sidewalk and Repairs to Existing Sidewalk: Spot repairs of existing sidewalk, including grinding, milling, mud-jacking, or individual panel replacement is to be included in the costs for construction.
- f) Tie-in Sidewalks and Driveway Aprons: Sidewalks and driveway aprons that tie-in and connect to the public walkways (carriage and entrance walks) shall be included with construction costs and allocated to the property served by sidewalk and/or driveway apron. General improvements elected by the property owner are not included in the general project costs; and while encouraged by the City, all such improvements and related expenditures shall be independently borne by the property owner.
- g) Boulevard (Terrace) Restoration: For the purpose of this paragraph the word boulevard (terrace) means that area between the back of the curb and the sidewalk, or, in the absence of a sidewalk, the property line.

Boulevard (terrace) restoration, seeding or sodding will be included in the cost calculations. No assessments will be made for replacement of turf located outside the street right-of-way that is required to be replaced to facilitate the matching of the existing yard to the new street construction.

- h) Retaining Walls: When it is determined that the construction of retaining walls, as part of street improvements, has a shared benefit between the property owner and the City, in that the property owner usually has larger useable lot area than would be available in the absence of the wall. The cost of constructing a retaining wall will therefore be split, with 50% of the cost of constructing the first five feet (5') of height of the retaining wall special assessed to the abutting lot. The City will pay for 50% of the cost of the first five feet (5') of height and 100% of the cost above five feet (5') of height of a retaining wall. A retaining wall shall be assessed on a square foot basis for the amount of retaining wall constructed adjacent to the benefited property.

5.0 ASSESSMENT AMOUNTS AND REPAYMENT

This section of the policy to sets forth the amounts and repayment terms of Property Assessments.

- a) Property Assessments shall be for approximately 50% of the construction costs as determined by the criteria noted above. The actual assessment rate shall be set annually and adopted by Council as part of the Comprehensive Fee Schedule.
- b) Property Assessments may be paid in full following completion of the work (with no interest), or through 10 equal annual installments.
- c) The interest rate shall be 1% above the City's borrowing rate (as determined by loan or bond issuance) to cover overhead expenditures associated with administration of the program.
- d) Assessments shall be due in full upon sale or transfer of the property.
- e) The payment of special assessments may be deferred in case of hardship in accordance with the City's Hardship Policy for the Levy of Assessments.

6.0 MISCELLANEOUS PROVISIONS

It is the intention of this section of the policy to clarify special circumstances, which may arise in establishing the benefit to lots as a result of public improvements completed by the City of Ashland.

- a) The policies set forth in this document do not alter the requirements of the City's subdivision and zoning codes with regard to a developer's responsibility to provide and pay for required improvements at the time that any given property is to be improved.
- b) The City of Ashland shall special assess improvements to railroad property as permitted by the Wisconsin Statutes, except as may otherwise be determined by the City Council.
- c) The City of Ashland shall bear 100% of the costs associated with constructing sidewalks on city-owned properties.
- d) The City of Ashland's utilities shall bear 100% of the costs associated with constructing sidewalks on utility properties (allocated to the appropriate utility).
- e) Projects constructed by Federal or State monies/agencies that include full payment of sidewalk construction costs as part of the respective projects are not subject to Property Assessments. Those that provide partial or no payment of sidewalk construction costs will be special assessed, subject to the specific requirements of pertinent federal and state funding sources.

- f) Property owners undertaking their own work, or arranging for pre-approved contractors to do so, shall not be special assessed. However, they are responsible for completing all work as described herein and in accordance with Ordinance 530.

602 Concrete Sidewalks, Driveways, Loading Zones, Safety Islands, Surface Drains, Rumble Strips and Steps

602.1 Description

- (1) This section describes constructing sidewalks, driveways, loading zones, safety islands, surface drains, rumble strips and steps including landings, of concrete, with or without reinforcement.
- (2) Unless specifically specified in the contract, sidewalks or steps built integral with and as a part of bridges or culverts are not included.

602.2 Materials

- (1) Furnish materials conforming to the following:

Expansion joint filler	415.2.3
Concrete	501
Reinforcement	505
Electrical conduit.....	652
- (2) Provide grade A concrete as modified in [716](#). Provide QMP for class II ancillary concrete as specified in [716](#).
- (3) Furnish high early strength concrete under the HES bid items. The contractor may use HES concrete for driveways even where the contract does not require it, with engineer approval.
- (4) Furnish cast iron detectable warning fields for curb ramps from the [APL](#) for the color defined in the Curb Ramp Detectable Warning Field bid items.

602.3 Construction

602.3.1 General

- (1) The engineer will inspect ancillary concrete built under 602 for transverse cracking as specified in [415.3.17](#) for ancillary concrete. Repair cracked concrete as the engineer directs.

602.3.2 Sidewalks and Driveways

602.3.2.1 Preparing the Foundation

- (1) Form the foundation by excavating or filling to the required elevation of the concrete bottom, or subbase bottom if specified. Tamp or compact the foundation to ensure stability.
- (2) In cuts, make the foundation wide enough to allow placing forms and performing concrete placement and finishing. In embankments, construct the foundation at least 2 feet wider than the proposed sidewalk or driveway width. For sidewalk, extend foundation at least one foot beyond each end.
- (3) Unless specified otherwise, fill holes, ruts, and other depressions in the foundation with materials similar to those in the existing foundation. The contractor may use granular subbase or aggregate base.
- (4) If the plans show, place granular subbase or aggregate base to the thickness and section the plans show.

602.3.2.2 Forms

- (1) Furnish and use wood or metal forms straight and of sufficient strength to resist springing, tipping, or other displacement during depositing and consolidating the concrete. If using wood forms, provide surfaced planks, at least 2-inch nominal thickness stock except for sharply curved sections. If using metal forms, ensure they are the engineer-approved section with a flat surface on top. Use forms as deep as the depth of the sidewalk. Securely stake, brace, and hold the forms firmly to the required line. Make the forms tight to prevent mortar leakage. Clean and oil before placing concrete against them.

602.3.2.3 Placing and Finishing Concrete

- (1) The engineer will check and approve the foundation, forms, stringline, and reinforcement if required, before placing the concrete. The engineer will check thickness according to [CMM 870: WTP C-003](#) Preplacement Measurement. If slip-forming concrete, the engineer will check the stringline to assure setup is in conformance to plan alignment and grade. Place the concrete on a moist foundation, deposit it to the required depth, and consolidate sufficiently to bring the mortar to the surface, then strike-off and finish to a true and even surface. Before the mortar sets, brush or lightly broom the surface. Before performing the final surface finish, check the sidewalk surface with a 10-foot straightedge and spotcheck driveways, correct areas that vary 1/4 inch from the testing edge by adding or removing concrete while the concrete is still plastic.

- (2) If the engineer allows, the contractor may construct concrete sidewalks with suitable, engineer-approved, slip-form equipment. The contractor may omit wood floating if the slip-form equipment produces a suitable finish.
- (3) Construct curb ramps at the locations and conforming to the details and dimensions the plans show. Embed detectable warning field arrays in plastic concrete conforming to manufacturer-recommended procedures. Do not install on hardened concrete. Do not field cut plates except where the ends of radial arrays abut ramp edges. Smooth the edges of field cuts.

602.3.2.4 Reinforcement

- (1) If required, use reinforcement conforming to, and place it as specified on, the plans.

602.3.2.5 Joints

602.3.2.5.1 General

- (1) Use contraction joints to divide the work into sections.
- (2) No joint may deviate more than 5 degrees from perpendicular to the surface of the finished. Ensure that joint axes do not deviate more than 1/2 inch from a straight line, or from the designated alignment at any point. If constructing the joints in sections, do not use offsets or concrete struts between adjacent units.
- (3) Contraction joints may be formed using one of the following methods:
 1. Create a slot or groove at least 1/4 of the depth and 1/4 inch wide. Form them by inserting a metal parting strip in the concrete after striking off and consolidating, and while the concrete is still plastic. As soon as the concrete retains its shape, remove the parting strip and edge-finish the joint.
 2. Cut the concrete not less than 1/4 of the depth through a pointed trowel or other suitable tool. Edge-finish the joint.
 3. Saw contraction joints no less than 1/4 of the depth and approximately 1/8 inch wide. Perform the sawing as soon as possible after the concrete sets sufficiently to prevent raveling during sawing and before shrinkage cracking occurs.
- (4) If constructing the work in partial width slabs, place transverse joints so they match the like joints in adjacent slabs. Place joints to match adjacent concrete joints regardless of expansion joint filler between new and existing concrete.
- (5) If possible, do not divide sidewalks into sections less than 3 feet, or greater than 12 feet in any dimension.
- (6) Extend the expansion joint filler to one inch below the concrete's full depth and make the top slightly below the finished surface.
- (7) Consolidate the concrete thoroughly at expansion joint faces to fill the voids, and finish the surface smooth and true to grade. Also, round edges along forms, un-sawed joints, and metal slab division forms with a 1/2-inch radius edger. For other work under this section, use mechanical vibration at expansion joint faces to fill the voids, and finish the surface smooth and true to grade.
- (8) Do not seal joints.

602.3.2.5.2 Sidewalk Joints

- (1) For sidewalks of uniform width, construct transverse joints at right angles to the sidewalk centerline, and construct longitudinal joints parallel to the centerline, unless specified otherwise. For sidewalks of variable or tapering widths, make the transverse and longitudinal joints at right angles to each other, if possible, and construct the joints as the engineer laid them out the field.
- (2) Place 1/2-inch-wide transverse expansion joint filler through the sidewalk at uniform intervals not greater than 100 feet apart.
- (3) Place 1/2-inch-wide expansion joint filler between the sidewalk and back of abutting parallel curb or gutter; driveway; or edge of pavement.
- (4) Place 1-inch-wide expansion joint filler between sidewalk and buildings or other rigid structures.
- (5) If widening existing sidewalks, place transverse joints in line with like joints in the existing sidewalk.

602.3.2.5.3 Driveway Joints

- (1) For driveways of uniform width, construct transverse joints at right angles to the driveway centerline, and construct longitudinal joints parallel to the centerline, unless specified otherwise. For driveways of variable or tapering widths, make the transverse and longitudinal joints at right angles to each other, if possible, and construct the joints as the engineer laid them out the field.
- (2) Place 1/2-inch-wide expansion joint filler between the driveway and back of abutting parallel curb or gutter; and between the driveway and parallel sidewalk.

- (3) Place 1-inch-wide expansion joint filler between driveway and buildings or other rigid structures.

602.3.2.6 Protecting and Curing

- (1) Cure the concrete as specified in [415.3.12](#).
- (2) Protect sidewalks and driveways as specified for concrete pavement in [415.3.14](#).

602.3.2.7 Opening to Service

602.3.2.7.1 Sidewalks

- (1) The engineer may allow the contractor to open sidewalks to pedestrian traffic after the concrete has developed sufficient strength to prevent damage to the surface.

602.3.2.7.2 Driveways

- (1) Open to service as specified in [415.3.15](#), except follow the opening strength for construction and public traffic as listed below:
 - Residential Driveways: 2000 psi
 - Commercial or Industrial Driveways: 3000 psi

602.3.2.8 Backfilling and Restoring the Site of the Work

- (1) If the sidewalk does not touch curb, curb & gutter, pavement, or other structures and if the concrete is cured and the forms removed, then backfill the spaces along the sides with satisfactory soil and thoroughly compact. For the backfill conform to the section the plans show. Dispose of surplus excavation and restore the work site to a neat and orderly condition.

602.3.3 Loading Zones

- (1) Construct raised loading zones in streets, if included in the contract, of concrete conforming to the requirements above, and at the locations, and as specified in the details and dimensions the plans show. Use construction methods conforming to [602.3.2](#).
- (2) If constructing loading zones on bases covered with a wearing surface, place the loading zone directly on base.
- (3) If constructing loading zones on concrete pavements, place the loading zones on the finished surface.
- (4) Tie loading zones to the pavement with at least four 3/4-inch diameter dowel or tie bars, 10 inches long. Use construction methods conforming to [602.3.2](#).
- (5) Provide openings for traffic signals, if any, as directed.

602.3.4 Safety Islands

- (1) Under the Concrete Safety Islands bid item, construct concrete safety islands conforming to the requirements above and the details and dimensions the plans show. This work includes furnishing, by the contractor, or by others, and installing fixtures, conduits, and other materials, the detailed plans show.
- (2) Place concrete between suitable forms accurately set to conform to the design of the island, and anchor securely to preclude movement during placement and finishing operations. Unless directed otherwise, use construction methods conforming to [602.3.1](#).
- (3) Provide or construct openings in the island and in the base as the plans show for installing fixtures, posts, or cables. Install fixtures and materials at the time and in the manner designated on the plans or as the engineer directs.

602.3.5 Surface Drains

- (1) Install and maintain temporary surface drains at locations designated for permanent drains until permanent drains are completed.
- (2) Place and secure steel reinforcement and tie bars in their plan position before placing concrete. Place and cure the concrete conforming to [415.3](#).
- (3) Excavate, prepare the subgrade and aggregate base, and backfill as required to place the drains and restore the grade after placement.

602.3.6 Concrete Rumble Strips

- (1) Mill shoulder rumble strips and diamond grind center line and edge line rumble strips into new or existing concrete pavements. For center line and edge line rumble strips stay a minimum of two inches away from longitudinal joint. Do not apply rumble strips across bridges.
- (2) If milling, use a rotary head mill with a cutting tip pattern that will produce a relatively smooth cut of the size, shape, spacing, and alignment the plans show. Ensure that cutting heads are on a suspension

independent from the power unit to allow the heads to self-align with slopes and irregularities. Ensure that the machine has a guidance system that consistently provides the rumble strip plan alignment.

If diamond grinding, use a wet process rotary head diamond grinding machine with a cutting tip pattern that will produce a relatively smooth cut of the size, shape, spacing, and alignment the plans show.

Ensure that cutting heads are on a suspension independent from the power unit to allow the heads to self-align with slopes and irregularities. Ensure that the machine has a guidance system that consistently provides the rumble strip plan alignment.

- (3) For center line and edge line rumbles apply concrete protective surface treatment to clean, dry surface after pavement markings are placed.
- (4) Mill or form transverse rumble strips into new concrete pavement or, if inlaid into existing HMA or concrete pavements, into work built under the Concrete Pavement Replacement bid item except use concrete conforming to [416.2.2](#).
- (5) If forming rumble strips into freshly placed concrete, form or finish the concrete to consistently produce the size, shape, spacing, alignment, and smoothness the plans show.
- (4) Before beginning the work, demonstrate to the engineer that the proposed operation achieves the desired surface inside each depression without damaging the pavement. Place rumble strips in the pattern and shape the plans show. For shoulders carrying temporary traffic during construction, do not install rumble strips until after routing traffic back to the mainline.
- (5) At the end of each workday, move equipment and material out of the clear zone and sweep or vacuum the traveled way pavement and shoulder areas. Sweep away or vacuum up milling debris before opening adjacent lanes to traffic. Dispose of waste material as specified in [203.3.4](#); do not place on the finished shoulder surface.

602.3.7 Steps

- (1) If constructing steps, and landings is included in the contract, build them at the locations and as specified in the design, dimensions, and details the plans show. This work includes reinforcement and necessary excavating, backfilling, and disposing of excess excavation material.
- (2) Provide a rubbed surface finish on formed surfaces of landings, risers, and sides of steps as specified for concrete bridges in [502.3.7.3](#).
- (3) Furnish and use materials and construction methods conforming to [602.3.1](#), except as specified otherwise.

602.4 Measurement

- (1) The department will measure the Concrete Sidewalk bid items by the square foot acceptably completed. Measurement includes the area of the curb ramp and warning field. The department will not measure the area of sidewalk intersecting a driveway if measured as driveway under [602.4](#)(2).
- (2) The department will measure the Concrete Driveway bid items by the square yard acceptably completed, measured as specified in [415.4](#) for Concrete Pavement including the driveway apron and any sidewalk within the limits of the driveway. The department will only measure area outside the specified limits for the pavement, curbs, gutters, combination curb & gutter or other structures.
- (3) The department will measure Concrete Loading Zones; Concrete Safety Islands; and the Curb Ramp Detectable Warning Field bid items by the square foot acceptably completed.
- (4) The department will measure Concrete Steps by the square foot acceptably completed. The measured area of steps, including landings equals the sum of the areas of the treads and landings, computed by multiplying the tread and landing width by the tread and landing length, out to out of integrally placed wall.
- (5) The department will measure the Concrete Surface Drains bid items by the cubic yard acceptably completed, based on the dimensions the plans show or the engineer directs.
- (6) The department will measure Concrete Shoulder and Edge Line Rumble Strips by the linear foot acceptably completed, measured as the length along each side of the traveled way from the first groove in a segment to the last groove in that segment. The department will measure Concrete Center Line Rumble Strips by the linear foot acceptably completed, measured as the length along the center line from the first groove in a segment to the last groove in that segment. A segment is a series of grooves including 50-foot and shorter gaps as well as skips at transverse joints the plans show. Gaps greater than 50 feet define a new segment. The department will deduct for skips at transverse joints greater than the plans show.
- (7) The department will measure Concrete Transverse Rumble Strips by the square yard acceptably completed, measured to include the area between the milled or cast-in-place grooves, or if inlaid into

existing HMA or concrete pavement, the area of the inlay. The department will not deduct for embedded fixtures with an area less than one square yard as measured in the plane of the pavement.

602.5 Payment

602.5.1 General

- (1) The department will pay for measured quantities at the contract unit price under the following bid items:

<u>ITEM NUMBER</u>	<u>DESCRIPTION</u>	<u>UNIT</u>
602.0400 - 0499	Concrete Sidewalk (inch)	SF
602.0500 - 0549	Curb Ramp Detectable Warning Field (color)	SF
602.0600 - 0649	Curb Ramp Detectable Warning Field Radial (color)	SF
602.0800 - 0849	Concrete Driveway (inch)	SY
602.0850 - 0899	Concrete Driveway HES (inch)	SY
602.1000	Concrete Loading Zone	SF
602.1500	Concrete Steps	SF
602.2400	Concrete Safety Islands	SF
602.3010	Concrete Surface Drains	CY
602.3015	Concrete Surface Drains HES	CY
602.3210 - 3279	Concrete Rumble Strips, (location, type)	LF
602.3280	Concrete Rumble Strips, Transverse	SY

- (2) The department will adjust pay for ancillary concrete crack repairs on items constructed under 602 as specified in [601.5.2](#).

602.5.2 Concrete Sidewalk, Driveways, Loading Zone, and Steps

- (1) Payment for the Concrete Sidewalk, Driveways, Loading Zone, and Steps bid items is full compensation for foundation excavation, preparation, and backfill if there is no adjacent roadway excavation taking place; for granular subbase or aggregate base if there is no adjacent roadway subbase or aggregate base being placed; providing concrete and reinforcement, and for restoring the site. Payment also includes providing tie bars and dowel bars in unhardened concrete. The department will pay separately for tie bars and dowel bars used to connect the work to concrete not placed under the contract under the Drilled Tie Bars and Drilled Dowel Bars bid items as specified in [416.5](#). The department will pay separately for coloring concrete as required.

602.5.3 Curb Ramp Detectable Warning Fields

- (1) Payment for the Curb Ramp Detectable Warning Field bid items is full compensation for providing the warning field arrays of the specified configuration and color.

602.5.4 Concrete Safety Islands

- (1) Payment for Concrete Safety Islands is full compensation for providing, placing, finishing and curing concrete; for providing and placing materials, except those that the plans show as furnished by others; for handling and installing fixtures and materials that the plans show as furnished by others; and for required excavating or openings in the base.

602.5.5 Concrete Surface Drains

- (1) Payment for Concrete Surface Drains bid items is full compensation for providing surface drains; for steel reinforcement and dowel and tie bars; and for excavating, preparing the subgrade and aggregate base, and backfilling.

602.5.6 Concrete Rumble Strips

- (1) Payment for Concrete Shoulder Rumble Strips is full compensation for milling or diamond grinding; for sweeping or vacuuming; for disposing of waste and for placement of protective surface sealant.
- (2) Payment for Concrete Rumble Strips Transverse is full compensation for milling or forming grooves; for sweeping or vacuuming; and for disposing of waste. The department will pay separately for new concrete pavement under the Concrete Pavement bid items; and for concrete inlaid in existing HMA or concrete pavement under the Concrete Pavement Replacement bid item.

501 Concrete

501.1 Description

- (1) This section describes concrete requirements including component materials, proportioning, mixing, placing, and protecting concrete mixtures.

501.2 Materials

501.2.1 (Vacant)

501.2.2 Definitions

- (1) Use the definitions in [301.2](#), and interpret these terms used in 501 as follows:

Ancillary concrete	A general term used throughout the standard specs in reference to all concrete items that are not class I concrete.
Coarse aggregates	Aggregate predominantly retained on the No. 4 sieve
Concrete class	The department categorizes concrete as class I, II, or III defined by the sampling, testing, and reporting requirements specified in 715 and 716 .
Concrete grade	The department categorizes concrete as grade A, B, C, or E defined by cementitious material content.
Fine aggregates	Aggregate that entirely passes the 3/8-inch sieve, almost entirely passes the No. 4 sieve, and is predominantly retained on the No. 200 sieve.

501.2.3 Sampling and Testing

- (1) Sample and test aggregates for concrete according to the following:

Aggregate Sampling	WTM R90
Lightweight pieces	WTM T113
Material finer than No. 200 sieve	WTM T11
Aggregate unit weight	AASHTO T19
Organic impurities for Concrete	AASHTO T21
Aggregate Gradation	WTM T27
Effect of organic impurities in fine aggregate	AASHTO T71
LA Wear	WTM T96
Alkali silica reactivity (ASR) - aggregates	ASTM C1260
ASR - combinations of cementitious materials and aggregates	ASTM C1567
Freeze-thaw	WTM T103
Sodium soundness	WTM T104
Fine aggregate specific gravity	WTM T84
Coarse aggregate specific gravity	WTM T85
Flat and elongated	WTM D4791

- (2) Test cementitious materials and admixtures in a department-recognized laboratory, defined as any state department of transportation or other cement and concrete laboratory regularly inspected by the Cement and Concrete Reference Laboratory.
- (3) Test for soft or non-durable particles conforming to department laboratory methods. The department will field evaluate or laboratory test to determine aggregate acceptability relative to excessive clay lump quantities.

501.2.4 Cementitious Material

501.2.4.1 Portland Cement

- (1) Use cement conforming to ASTM specifications as follows:
- Type I portland cement; [ASTM C150](#).
 - Type II portland cement; [ASTM C150](#).
 - Type III portland cement; [ASTM C150](#), for high early strength.
 - Type IP portland-pozzolan cement; [ASTM C595](#), except maximum loss on ignition of pozzolan component is 2.0 percent and maximum pozzolan content is 30 percent.
 - Type IS portland blast-furnace slag cement; [ASTM C595](#), except maximum slag content is 30 percent.
 - Type IL portland-limestone cement; [ASTM C595](#).
 - Type IT ternary blended cement; [ASTM C595](#), except maximum supplementary cementitious material content is 30 percent.

- (2) Obtain portland cement from manufacturers on the [APL](#). The engineer may accept cement not on the [APL](#) under the department's cement acceptance program in [CMM 870](#).
- (3) For blended cements, provide a manufacturer's written certification stating the source, quantity, and composition of essential constituents and the composition of the final cement provided under the contract. Ensure constituents conform to requirements specified in [501.2.4.2](#) and [501.2.4.3](#).
- (4) Store cement of different types, brands, and sources separately. Keep batches of concrete made from different types, brands, and sources from becoming intermixed in the work, unless the engineer approves otherwise.
- (5) The engineer will reject cement that is partially set or that contains lumps.
- (6) The engineer may reject cement if, the temperature at the time of delivery to the mixer exceeds 165 F. To avoid this, store it until it cools to at least 165 F before incorporating into the batch.

501.2.4.2 Supplementary Cementitious Material (SCM)

501.2.4.2.1 General

- (1) When the contract requires or allows, use fly ash, slag, silica fume, or alternate SCMs as a direct replacement by weight for cement in concrete mixes. The department will sample and test SCMs during concrete production to verify material conformance.

501.2.4.2.2 Fly Ash

501.2.4.2.2.1 General

- (1) Test the fly ash using the test methods prescribed in [ASTM C311](#), starting at least 30 calendar days before its proposed use and continuing at ASTM-required frequencies as the work progresses.
- (2) Obtain, from the fly ash manufacturer, a copy of the certified report of test or analysis made by a qualified independent laboratory, showing compliance with [ASTM C618](#) for the appropriate fly ash class, except limit the loss on ignition to 2 percent. Submit the report to the engineer with the mix design, at least 7 business days before use.
- (3) Retain test records for at least 5 years after completing the work and provide these records upon request.
- (4) For contracts with 100 tons or more of fly ash, obtain under the engineer's observation, one 4-pound sample for every 2000 tons of fly ash used, or fraction thereof. The engineer will take possession of the sample and submit to the BTS laboratory for department verification testing.

501.2.4.2.2.2 Class C Ash

- (1) Conform to [ASTM C618](#) class C.

501.2.4.2.2.3 Class F Ash

- (1) Furnish a class F fly ash from a source listed on the [APL](#) and conforming to [ASTM C618](#) class F.
- (2) For class F sources not on the [APL](#), limit the content to a maximum 15 percent.

501.2.4.2.3 Slag

- (1) At least 7 business days before use, submit a certified report of test or analysis showing the ground granulated blast furnace slag conforms to [ASTM C989](#), grade 100 or 120.
- (2) For contracts with 100 tons or more of slag, obtain, under the engineer's observation, one 4-pound sample for every 2000 tons of slag used, or fraction thereof. The engineer will take possession of the sample and submit to the BTS laboratory for department verification testing.

501.2.4.2.4 Silica Fume

- (1) Furnish silica fume conforming to [ASTM C1240](#).
- (2) Use a high range water reducer, superplasticizer, conforming to [501.2.5.3.3](#) in mixtures containing 3 percent or more silica fume.
- (3) Submit a mix design, including material sources and quantities, to the department at least 14 calendar days before use. The engineer will coordinate with the BTS laboratory for review and approval analysis.

501.2.4.2.5 Blended SCMs

- (1) Furnish blended SCMs conforming to [ASTM C1697](#).
- (2) Submit a mix design, including material sources and quantities, to the department at least 14 calendar days before use. The engineer will coordinate with the BTS laboratory for review and approval analysis.
- (3) Conform to sampling/testing requirements specified by the engineer.

501.2.4.3 Alternative Supplementary Cementitious Material (ASCM)

- (1) Test ASCMs according to [ASTM C1709](#). Submit a mix design, including material sources and quantities, to the department at least 14 calendar days before use. Include a certified report of test or analysis showing the chemical composition, physical properties, and performance test results of the ASCM. The engineer will coordinate with the BTS laboratory for review and approval analysis.
- (2) Conform to sampling/testing requirements specified by the engineer.

501.2.5 Chemical Admixtures

501.2.5.1 General

- (1) Conform to the manufacturer's recommendations for use of admixtures. The contractor is responsible for ensuring that admixtures used in the same batches of concrete are compatible and produce the required properties in concrete.

501.2.5.2 Air-Entraining Admixtures

- (1) Furnish an air-entraining admixture on the [APL](#), or provide a certified report of test or analysis showing the air-entrainer conforms to AASHTO M154 for 7-day and 28-day compressive and flexural strengths and resistance to freezing and thawing. The engineer will not require tests for bleeding and setting time.
- (2) If the contractor offers to use an admixture that is essentially the same as one on the [APL](#), with only minor differences in concentration, the department will require certification stating it is essentially the same as the department-approved admixture, and that it contains no other admixture or chemical agent.

501.2.5.3 Retarding, Water-Reducing, and Non-Chloride Accelerating Admixtures

501.2.5.3.1 Water-Reducing Admixtures

- (1) Furnish a water-reducer on the [APL](#) or submit a certified report of test or analysis showing conformance to [AASHTO M194](#), type A, except if it is also a set retarder, then conform to type D.

501.2.5.3.2 Retarding Admixtures

- (1) If furnishing an admixture to retard concrete setting, submit a certified report of test or analysis showing conformance to AASHTO M194 type B, except if it is also a water-reducer, furnish one from the [APL](#), conforming to type D.

501.2.5.3.3 High Range Water-Reducing Admixtures

- (1) If furnishing a high-range water-reducing admixture, superplasticizer submit a certified report of test or analysis showing conformance to AASHTO M194, type F, except if it is also a set retarder, then conform to type G.
- (2) Submit a mix design, including material source and quantity, to the engineer 14 calendar days before use. BTS approval is required before use.

501.2.5.3.4 Non-Chloride Accelerating Admixture

- (1) If furnishing a non-chloride accelerating admixture, provide a certified report of test or analysis showing conformance to AASHTO M194, type C, except if it is also a water-reducer, then conform to or type E.

501.2.5.3.5 Hydration Controlling Admixtures

- (1) When furnishing hydration stabilizers conform to AASHTO M194, type B or type D.
- (2) Submit a mix design, including material source and quantity, to the engineer 14 calendar days before use. BTS approval is required before use.
- (3) Conduct preliminary trials on-site to determine the required dosage rate.

501.2.6 Mixing Water

501.2.6.1 General

- (1) Furnish water for use with cement in concrete, mortar, neat cement paste, and in other cement mixing operations.

501.2.6.2 Requirements

- (1) The contractor may furnish drinking water from municipal water supplies for concrete; the engineer may test this water for compliance with the requirements specified below.
- (2) Water from other sources must comply with the following:
Acidity, maximum of 0.1N NaOH to neutralize 200 mL of water; [WTP C-001](#) 2 mL

Alkalinity, maximum of 0.1N HCL to neutralize 200 mL of water; WTP C-001	15 mL
Maximum sulphate (S04); WTP C-001	0.05 percent
Maximum chloride; WTP C-001	0.10 percent
Maximum total solids; WTP C-001	
Organic	0.04 percent
Inorganic	0.15 percent

- (3) Furnish water that is not brackish and is clean and free of injurious quantities of sugar, oil, or other deleterious substances.
- (4) Furnish water that causes no indication of unsoundness, no significant change in the set time, and does not affect the compressive strength of standard 1:3 mortar briquettes by more than 10 percent compared to strengths from mixtures containing distilled water and the same cement and sand.
- (5) Do not use water from shallow, muddy, or marshy sources. The contractor shall not use water from suspected sources until the engineer tests and approves it. If supply sources are relatively shallow, enclose the suction pipe intake to keep out silt, mud, grass, and other foreign materials. Position the suction pipe to provide at least 2 feet of water beneath the pipe intake.

501.2.6.3 Sampling and Testing

- (1) Under the engineer's observation, obtain at least 2 quarts of water in clean plastic or glass containers, from each source to be tested. Carefully pack and label the samples. The engineer will take possession of the samples for department testing conforming to [CMM 870](#).

501.2.7 Aggregates

501.2.7.1 General

- (1) Furnish material conforming to the individual component requirements of [501.2.7.2](#) for fine aggregates, [501.2.7.3](#) for coarse aggregates, and [501.2.7.4](#) for size requirements.
- (2) The engineer may prohibit using, or may require additional testing of, aggregates from any source, plant, pit, quarry, or deposit if the character of the material is questionable or the method of operation makes it unlikely that the aggregates produced will conform to specified requirements; or from deposits or formations known to produce unsound materials.
- (3) Furnish samples of materials from previously untested sources and from previously tested sources if the engineer requires; obtain department approval before use.
- (4) If procuring aggregates from pits or quarries, conform to [104.9](#) for final cleanup.

501.2.7.2 Fine Aggregates

501.2.7.2.1 General

- (1) Fine aggregate consists of a combination of sand with fine gravel, crushed gravel, or crushed stone.
- (2) Furnish hard, strong, and durable fine aggregate from an approved source. Use an approved source listed on the [APL](#) or follow the source approval process specified in [106.3.4.2](#).

501.2.7.2.2 Deleterious Substances

- (1) Provide fine aggregate free of frozen material and foreign matter. Do not exceed the following deleterious substance limits:

TABLE 501-1 DELETERIOUS SUBSTANCE LIMITS

SUBSTANCE	PERCENT BY WEIGHT ^[1]
Material passing No. 200 sieve	3.5 ^[2]
Coal	1.0
Clay lumps	1.0
Shale	1.0
Other local deleterious substances	1.0

^[1] The total amount of coal, clay lumps, shale, and other deleterious substances must not exceed 3.0 percent by weight.

^[2] Reduce to 2.3 percent if used in grade E concrete.

501.2.7.2.3 Organic Impurities

- (1) Fine aggregate must not contain harmful quantities of organic impurities. The engineer will reject aggregates that produce a color darker than the standard color, organic plate no. 3, when subjected to the [AASHTO T21](#) colorimetric test for organic impurities, unless they pass the [AASHTO T71](#) mortar strength test by producing a relative strength at 7 days of not less than 95 percent.

501.2.7.3 Coarse Aggregates

501.2.7.3.1 General

- (1) Provide coarse aggregates from a department-approved source. Use an approved source listed on the [APL](#) or follow the source approval process specified in [106.3.4.2](#).
- (2) Use clean, hard, durable gravel, crushed gravel, crushed stone, or crushed concrete; do not use crushed concrete as coarse aggregates in concrete for bridges, culverts, or retaining walls.

501.2.7.3.2 Physical Properties

- (1) Furnish coarse aggregates approved for use in concrete and conforming to table 501-2.

TABLE 501-2 PHYSICAL PROPERTIES

AGGREGATE QUALITY TEST	MAXIMUM PERCENT (by weight)
LA wear	50
Sodium soundness	12
Freeze-thaw	18

- (2) The department may prohibit using crushed stone from limestone/dolomite deposits having thinly bedded strata, or strata of a shale nature.
- (3) If all coarse aggregates used are produced from the same deposit or source, ensure that testing for wear, sodium sulfate soundness, and soundness by freezing and thawing uses a composite sample. This sample will contain equal percentages of each component coarse aggregate used. If the component coarse aggregates are produced from more than one deposit or source, ensure that testing for wear, sodium sulfate soundness, and soundness by freezing and thawing uses one sample from each deposit or source.

501.2.7.3.3 Deleterious Substances

- (1) Ensure aggregates are free of excess flat & elongated particles, lightweight pieces, frozen lumps, vegetation, deleterious substances, or adherent coatings considered injurious. Do not exceed the maximum limits of deleterious substances specified in table 501-3.

TABLE 501-3 DELETERIOUS SUBSTANCES

SUBSTANCE	PERCENT (by weight)
Flat and elongated	15
Lightweight pieces ^[2] in concrete not for prestressed concrete members	5.0 ^[3]
Lightweight pieces ^[2] in concrete for prestressed concrete members	2.0
Shale	1.0
Coal	1.0
Clay lumps	0.3
Soft fragments	5.0
Any combination of shale, coal, clay lumps, and soft fragments	5.0
Material passing No. 200 sieve	1.5

^[1] As modified in [CMM 860](#).

^[2] Material having a saturated surface-dry bulk specific gravity of less than 2.45, tested according to [WTM T113](#). Determine the percentage of lightweight pieces by dividing the weight of lightweight pieces in the sample retained on a 3/8-inch sieve by the weight of the total sample.

^[3] The engineer may accept aggregates exceeding this value if aggregates from the same deposit or from one of similar geological origin demonstrated a satisfactory service record, or tests the engineer select indicate no inferior behavior.

- (2) If using 2 sizes of coarse aggregates, the engineer will determine the percentages of harmful substances based on a sample consisting of 50 percent of sizes No. 1 and No. 2 for source approval; or, based on a sample consisting of the actual mix design percentages of sizes No. 1 and No. 2 used in the work.
- (3) The engineer will field evaluate or laboratory test to determine aggregate acceptability relative to excessive clay lump quantities.

501.2.7.3.4 Alkali Silica Reactivity Testing and Mitigation Requirements

- (1) If using coarse aggregate from sources containing significant amounts of fine-grained granitic rocks including felsic-volcanics, felsic-metavolcanics, rhyolite, diorite, gneiss, or quartzite; test coarse aggregate according to [ASTM C1260](#) for alkali silica reactivity. Gravel aggregates are exempt from this requirement.
- (2) If [ASTM C1260](#) tests indicate a 14-day expansion of 0.15 percent or greater, perform additional testing according to [ASTM C1567](#). Test mortar bars made with coarse aggregate and the blend of cementitious materials proposed for concrete placed under the contract. The department will reject the aggregate if [ASTM C1567](#) tests confirm mortar bar expansion of 0.15 percent or greater at 14 days.

501.2.7.4 Size Requirements

501.2.7.4.1 General

- (1) Except as provided below, furnish aggregates in separate sizes and store each size separately to prevent mixture until proportioned into each batch. The engineer will allow the contractor to combine aggregate fractions to produce a gradation within the limits specified in table 501-4, provided they are proportioned separately by weight into the batch in proportions provided in the contractor's mix design.
- (2) The contractor may provide coarse aggregate with 100 percent passing the 1-inch sieve in concrete mixes used for the following:
 - Curb and gutter, sidewalk, and steps.
 - Prestressed concrete members.
 - Foundations for soldier pile walls and noise walls.
 - Structure repairs or deck overlays.
 - Ancillary structure foundations.
 - Concrete masonry seals.
 - Other engineer-approved applications.

501.2.7.4.2 Aggregate Gradations

- (1) Use well graded fine and coarse aggregate conforming to the blended aggregate gradation limits specified in table 501-4.
- (2) The department will accept aggregates based on the blended aggregate gradations as batched. Calculate blended values using the actual batch percentages for the component aggregates.

TABLE 501-4 AGGREGATE MASTER GRADATION LIMITS

SIEVE	COMBINED AGGREGATE GRADATION		OPTIMIZED AGGREGATE GRADATION (OAG)
	STANDARD	100 % PASSING 1-inch sieve	TARANTULA CURVE GRADATION BAND
	(% passing by weight)		(volumetric % retained)
2-inch	100	100	0
1 1/2-inch	96 - 100	100	<= 5
1-inch	70 - 99	100	<= 16
3/4-inch	55 - 96	95 - 100	<= 20
1/2-inch	48 - 86	75 - 91	4-20
3/8-inch	38 - 77	56 - 80	4-20
No. 4	30 - 60	42 - 60	4-20
No. 8	25 - 53	36 - 55	<= 12
No. 16	20 - 44	27 - 45	<= 12
No. 30	10 - 32	15 - 32	4-20
No. 50	2 - 14	3 - 14	4-20
No. 100	0 - 6	0 - 6	<= 10
No. 200	0 - 2.3	0 - 2.3	<= 5
ADDITIONAL REQUIREMENTS - OPTIMIZED AGGREGATE GRADATION			
Percent by weight passing the 200 sieve <= 2.3			

OAG sum of volumetric percentages retained on No. 8, No. 16, and No. 30	≥ 15
OAG sum of volumetric percentages retained on No. 30, No. 50, No. 100, and No. 200	24-34 ^[1]

^[1] Increase to 40 percent if the concrete will be placed by a pump or by hand.

501.2.7.4.2.1 Optimized Aggregate Gradation

- (1) Ensure the blended aggregate gradations conform to the volumetric percent retained limits of the tarantula curve for the individual sieves specified in table 501-4. Also conform to the required OAG sums of percentages retained for the sieves specified in table 501-4.
- (2) For concrete pavements with a combined contract quantity over 50,000 square yards, the contractor must use optimized aggregate gradations. The contractor has the option to use optimized aggregate gradations for all other concrete items.
- (3) When using optimized aggregate gradations, the contractor may use an optimized mix design as allowed in [501.3.2.3](#).

501.2.7.4.2.2 Combined Aggregate Gradation

- (1) For standard mixes and mixes with 100 percent passing the 1-inch sieve, as allowed under [501.2.7.4.1](#)(2), conform to the combined aggregate gradation limits specified in table 501-4.

501.2.8 Concrete Curing Materials

- (1) Furnish liquid curing compound conforming to [ASTM C309](#), type 2, class A from the [APL](#). Curing compound not on the [APL](#), including carry-over material from a previous year that is removed from the [APL](#), must be tested by the BTS laboratory if the quantity exceeds 220 gallons.
 - Submit a 1-quart sample for each 2000 gallons used, or fraction thereof. Obtain samples under the engineer's observation.
 - Submit a certified report of test or analysis that includes the lot/batch number of the sampled material.
 - Carry-over curing compound from the previous year must be re-tested and placed on the current year [APL](#) before use.
- (2) Furnish sheeting conforming to [ASTM C171](#) for white opaque polyethylene film, except that the contractor may use clear or black polyethylene for cold weather protection.
- (3) Furnish burlap conforming to [AASHTO M182](#), class 3 or 4. The contractor may use 2 layers of class 1 or class 2 instead of one layer of class 3 or class 4.
- (4) Furnish polyethylene-coated burlap conforming to [ASTM C171](#) for white burlap-polyethylene sheets.

501.3 Construction

501.3.1 Concrete Grades

- (1) The department's standard concrete grades are defined in table 501-5.

501.3.2 Concrete Composition

501.3.2.1 General

- (1) Unless the contract specifies otherwise, for all concrete grades:
 - Provide air-entrainment.
 - Use a water-reducing admixture.

501.3.2.2 Concrete Proportions

501.3.2.2.1 General

- (1) Unless the contract specifies otherwise or if using an engineer-approved optimized mix design, conform to the cementitious material and the water-to-cement ratio master limits for grades of concrete as specified in table 501-5.

TABLE 501-5 CONCRETE GRADES

GRADE	MINIMUM CEMENTITIOUS CONTENT FOR A NOMINAL CUBIC YARD (lb/cy)	MAXIMUM W/CM
A	565	0.45
B	400	0.65
C	660	0.45
E	823	0.36

501.3.2.2.2 Supplementary Cementitious Materials

- (1) Replace 15 to 30 percent by weight of the total cementitious material content with approved SCMs for class I concrete as specified in [715](#).
- (2) Replace a maximum of 30 percent by weight of the total cementitious material content with approved SCMs for class II and class III concrete as specified in 716.
- (3) Limit Class F fly ash sources not on the APL to maximum 15 percent.
- (4) Minimum SCM content may be waived by the engineer.

501.3.2.2.3 Water

- (1) Water-to-cementitious material ratio (w/cm) is the weight of total free water divided by the weight of total cementitious materials.

501.3.2.2.4 Aggregates

- (1) Proportion fine aggregates and coarse aggregates to meet the blended aggregate gradation limits established in [501.2.7.4.2.1](#) or [501.2.7.4.2.2](#).

501.3.2.3 Optimized Concrete Mixtures

- (1) The contractor may use an optimized concrete mixture with reduced cementitious material content for concrete items with optimized aggregate gradations as defined in [501.2.7.4.2.1](#).
- (2) Develop an optimized mix design as specified in [710](#).
 - Provide a minimum cementitious material content of 500 pounds per cubic yard of concrete, except for grades C and E conform to table 501-5.
 - Provide a minimum $V_{\text{paste}}/V_{\text{voids}}$ of 1.25. The paste/void ratio equals the volume of paste divided by the volume of voids.

501.3.2.4 Concrete Admixtures

501.3.2.4.1 General

- (1) Dispense admixtures in liquid form only. Incorporate non-liquid admixtures in an aqueous solution according to the manufacturer's instructions before dispensing. Maintain admixtures at uniform concentration. The contractor is responsible for the uniform operation of the admixture and for its compatibility with other mix components and any other admixture used.

501.3.2.4.2 Air Entrainment

- (1) Use an admixture conforming to [501.2.5.2](#) with non-air-entrained cement to produce air-entrained concrete. Ensure that concrete air content conforms to the following:
 - Grade E concrete contains 6.0 percent air, +/- 1.0 percent.
 - Slip-formed concrete contains 7.0 percent air, +/- 1.5 percent.
 - Other concrete contains 6.0 percent air, +/- 1.5 percent.
- (2) Test fresh concrete air content according to [WTM T152](#) or [WTM T395](#) at the contract-required frequency and as the engineer directs. Test concrete placed by pumping or belting at the point of discharge from the pump line or belt.
- (3) The engineer may verify air content using a method that measures air volume directly. The contractor may request a check test performed according to [WTM T152](#) to validate the engineer's method.

501.3.2.4.3 Set Retarder

501.3.2.4.3.1 General

- (1) Use admixtures to retard concrete setting conforming to [501.2.5.3](#).

501.3.2.4.3.2 Bridge Superstructures

- (1) If required, add a retarding admixture conforming to [501.2.5.3](#) to the concrete mix used for the superstructures of cast in place reinforced concrete slab, concrete floor slabs, sidewalks, and parapets of other types of structures, including the top slab of concrete for box girder bridges according to the following:
- (2) Add the department-approved retarding admixture, to the concrete mix, as the engineer directs, if the air temperature when placing the concrete is 70 F or above; or if it is 50 F or above and it is expected to take 4 or more hours to place the concrete in any one span or pour. Add the retarding admixture in the proportions the manufacturer recommends for the anticipated temperature.

501.3.2.4.3.3 Extended Delivery Time

- (1) If the contractor elects to use a retarder to extend delivery time for ready-mixed concrete, as specified for delivery in [501.3.5.2](#), add it to the concrete mix if the concrete temperature when placing the concrete is 60 F or above.
- (2) Add the retarding admixture according to the manufacturer's instructions to obtain at least a one-hour delay in the initial set, as defined in [AASHTO T197](#), at the temperature during placement.

501.3.2.4.4 Water Reducer

- (1) Use a water-reducing admixture conforming to [501.2.5.3](#). Determine the specific type and dosage based on the atmospheric conditions, the desired properties of the finished concrete, and the manufacturer's recommended dosage. The actual dosage must at least equal the manufacturer's recommended dosage. Both the type and dosage used require engineer approval before use.

501.3.3 Handling Materials

501.3.3.1 Aggregates

- (1) Keep materials required to manufacture concrete clean and free from contamination. The department will not accept aggregates mixed with foreign matter. Keep the fine aggregate and the coarse aggregates separate until measuring and placing in the batch. If mixing or storing aggregates from different supply sources in the same pile, the engineer will reject the entire pile. The engineer may approve use of aggregates from different sources alternately in the same class of construction or mix; this permission is contingent on amending the job mix and batch weights as necessary to protect the concrete quality produced.
- (2) If using a composite material from 2 or more sources for any aggregate for a job mix, proportion material from the respective sources separately into the batch by weight in the proportions the engineer approves.
- (3) Store aggregates in stockpiles. The aggregates must not go directly from the washing plant to the proportioning bins. After washing, drain fine aggregate in stockpiles for at least 12 hours before weighing for the batch, unless the engineer reduces this waiting period. After washing and before placing in the proportioning plant, allow coarse aggregates to drain for periods that ensure uniformity in the moisture content.
- (4) Choose reasonably smooth, firm, and well-drained sites for aggregate stockpiles cleared of vegetable matter and foreign material that might contaminate the aggregates. If necessary, build adequate bulkheads or partitions for keeping the fine and the several sizes of coarse aggregates separated. If the aggregates become intermixed, then do not use them.
- (5) Construct coarse aggregate stockpiles in a way that minimizes segregation of the coarse and fine fractions.
- (6) Exercise care in removing aggregates near the bottom of stockpiles, to avoid incorporating foreign materials, and use of material removed from near the bottom of drainage stockpiles at production plants and batching plants is prohibited unless tests indicate the material is satisfactory.

501.3.3.2 Cement

- (1) Handle bulk cement in a way that precludes contamination and avoids loss.
- (2) If using packaged cement, deposit it directly from the containers, as shipped, into the mixer when placing the aggregates into the mixer, or dump it directly on the batch aggregates just before placing the batch aggregates into the mixer, except as required otherwise to conform to [415.3.13](#) and [502.3.9.2](#) for mixing concrete under cold weather conditions. Take care to place the container's full contents into the batch.

501.3.3.3 Fly Ash or Slag

- (1) Use separate facilities equal to those used for cement for handling, storing, transporting, and conveying the fly ash or slag.

501.3.4 Proportioning

501.3.4.1 Aggregates

- (1) Measure the specified quantities of each size of fine and coarse aggregates by weight into each batch, except as specified for volumetric plant and mixer in [501.3.6.4](#).

501.3.4.2 Cement

- (1) Measure the specified quantity of cement accurately into each batch.
- (2) The contractor may proportion cement in sacks by volume if the operations allow the engineer to accurately determine the quantity of cement proportioned into each batch. Do not use batches

requiring a fractional part of a sack of cement, unless the contractor elects to weigh the fractional part required for each batch.

- (3) Proportion cement in bulk by weight, except as specified for volumetric plant and mixer in [501.3.6.4](#).

501.3.4.3 Water

- (1) Measure water by volume or by weight. Use water-measuring equipment capable of accurately measuring to within one percent of the quantity required for each batch. Ensure that the measurement accuracy is uniform under all construction conditions and that variations in pressure in the water supply line do not affect it.
- (2) Use water-measuring equipment with preset controls that enable the operator to automatically cut off the flow after discharging the required quantity of water. Use equipment that has an accurately calibrated and easily read indicator showing the quantity of water used in each batch. Arrange this measuring equipment to facilitate checking the calibration accuracy.

501.3.4.4 Admixtures

501.3.4.4.1 General

- (1) The contractor may proportion admixtures by volume or by weight. Follow a department-approved procedure for adding the specified quantity of each admixture. Add admixtures during initial batching of the concrete except as specified in [501.3.4.4.2](#).
- (2) If using more than one admixture, add each admixture in a way that prevents intermixing the admixtures before incorporating into the mixture. The contractor may introduce the admixture into the water line, directly into the mixer when adding the water, or uniformly dispense it into the fine aggregate just before incorporating into the mix.

501.3.4.4.2 Adding Air-Entraining Admixtures in the Field

- (1) The department will allow re-tempering with air-entraining admixtures at the work site for concrete delivered in truck mixers.
- (2) If additional air-entraining admixture is needed at the work site to raise the air content of the concrete above the lower spec limit, measure it in a calibrated container and then add to the mixer in a dilute solution with water. Mix the concrete at mixing speed for at least 30 revolutions before discharge.

501.3.4.5 Weighing Equipment for Aggregates

501.3.4.5.1 General

- (1) The contractor may use manual, automatic, or semi-automatic batching plants for weighing fine and coarse aggregates.
- (2) Ensure each plant has bins for holding each aggregate weighed, and batchers, and scales for weighing the aggregates, and conforms to the requirements specified below.
- (3) The contractor may use batching plants that are a complete unit with bins, batchers, and scales mounted on a rigid framework for direct discharge of the aggregate from the bin to the batcher; or plants with the bins mounted separately from the batchers and provided with appropriate means for conveying the aggregate from the bin to the batcher. Ensure the framework supporting bins and batchers is rigidly constructed and mounted on firm foundations.
- (4) After erection, test each batching plant before use. Fully load aggregate bins, batchers, and scales with aggregate for not less than 5 hours before testing, in order to allow for settlement and adjustment under working conditions.
- (5) Provide each batching plant with at least 10 standard 50-pound weights accurate to within 0.1 percent.
- (6) When the engineer is observing the testing, furnish any accessories and assistance required to test the weighing and metering equipment. If difficulties occur in calibrating and testing the weighing or metering equipment, or if discrepancies occur during use, the engineer may require an authorized testing firm or agency test the scales or meters. If testing weighing equipment, ensure the material bins are fully loaded at the time.
- (7) The contractor may batch aggregates, both fine and coarse, in separate or accumulative weigh batchers.

501.3.4.5.2 Scales

- (1) Use either the beam, digital, or springless dial-type scales suitable for supporting the batcher and of a simple rugged design with a minimum number of adjustments, consistent with the accuracy required. Use scales designed and constructed to prevent displacement of scale parts and that provide a means for readily checking the proper position and alignment of scale levers. Ensure pivots are constructed of

material that satisfactorily resists wear under repeated weighing and are set accurately in substantial mountings to ensure a permanent spacing of the knife edges under all loading and use conditions.

- (2) If provided beam scales, they must have a separate beam, or separate beam and fractional beam for each aggregate weighed. Provide each beam with a sliding poise and locking device to firmly hold it in position. Provide a means to display to the scale operator that the required load weight is approaching, for example, a springless dial indicator or tare beam. If using a graduated dial, provide it with a separate movable pointer or marker for each aggregate weighed. Set these pointers or markers to indicate the load of each aggregate as required. Provide a moisture resistant dial face.
- (3) If using digital scales, conform to NIST handbook 44.
- (4) Design, build, and maintain the scales to an accuracy within 0.4 percent of the net load in the hopper. Arrange the scales or indicating devices so the operator can maintain full view of them.
- (5) Use graduated dials, beams, or other indicators to allow readings or settings made to within 0.1 percent of the capacity of the scale.
- (6) Ensure accessibility to the scale working parts for inspection and cleaning, and protect working parts against contamination. Provide full and complete instructions for setting up and adjusting the scale.

501.3.4.5.3 Manually Operated Batching Plants

- (1) Bins must have: suitable size and shape, no leakage, compartments or separate bins for each size of aggregate, rigid framework that, if mounted on a suitable foundation, holds them in the correct position.
- (2) Multiple compartment bins must have partitions that extend above the top of the bins to prevent intermixing of the separate sizes of aggregates if heaped above the top of the bins.
- (3) Weigh batchers must: have suitable size and shape, not leak, rest entirely upon the scales, and hang free. Provide clearance between the batcher top and bin discharge gates, or charging facilities, to house a full batch without hand raking, and sufficient clearance to remove any overload of aggregate. Provide a means to tightly close the batcher discharge gate during the batching interval. Ensure the design, construction, and operation of the batcher and its appurtenances does not retain varying tare materials on any of its parts, and completely and quickly discharges without shaking or jarring the scales.

501.3.4.5.4 Automatic and Semi-Automatic Batching Plants

- (1) Use automatic and semi-automatic plants with bins, batchers, and scales conforming to the requirements specified above for manually operated batchers.
- (2) Provide a means to protect the device for setting the batch weights against tampering by unauthorized personnel.
- (3) Provide an audible signal device activated by the discharge of any batch whose weight is outside the specified tolerance. Ensure a loud enough signal to hear throughout the plant area under normal operating conditions.
- (4) Provide automatic and semi-automatic batching plants with a device to indicate any underweight or overweight material.
- (5) Provide automatic batching equipment with batching devices that if activated by a single starting mechanism, automatically batches or measures any given material, and automatically stops the flow of material after attaining the desired quantity, within the allowable tolerance.
- (6) Use an interlocking batcher charging mechanism on automatic plants that guards against opening until the batcher entirely discharges and the scale balances within ± 0.3 percent of the scale capacity, and against opening if the batcher discharge gate is open. Also, it should interlock to ensure against opening if the batcher charging mechanism is open, and against opening if the batch is either over or underweight by more than 1.5 percent of the specified batch weight in individual batchers or 1.5 percent of the specified intermediate and final accumulative batch weight in accumulative batchers.
- (7) Provide semi-automatic batching equipment with suitable batching devices that open or start separately, if actuated by individual starting mechanisms, to allow weighing or measuring the material, and close or stop automatically after attaining the desired quantity, within the allowable tolerance.
- (8) Use an interlocking batcher discharge mechanism for semi-automatic plants to ensure against opening if the batch is either over or underweight by more than 1.5 percent of the specified batch weight in individual batchers, or 1.5 percent of the specified intermediate and final accumulative batch weights in accumulative batchers.
- (9) Ensure that the batcher discharge mechanisms of automatic or semi-automatic plants interlock against opening until aggregate batchers and the cement batcher are charged with the correct weights.

- (10) Equip the batching system with automatic controls to stop the cycle in the underweight check position and the overweight check position for each material to allow tolerance limit checking.
- (11) The contractor may use a batching system consisting of a combination of automatic and semi-automatic batchers provided it furnishes the appropriate controls and interlocks.
- (12) If the control system of automatic or semi-automatic batching plants breaks down, the contractor may manually operate plants for up to 72 hours while making repairs.

501.3.4.6 Weighing Equipment for Cement, Fly Ash, and Slag

- (1) The contractor may use manual, automatic, or semi-automatic batchers for batching cement. If using a combination of bin, batcher, and scales to proportion cement in bulk, conform to [501.3.4.5](#) for batching plants, with the following additions and exceptions:
- (2) Use a separate batcher and scales.
- (3) If using a beam scale, provide a tare beam and a weigh beam or beams capable of being lifted out of weighing position to allow checking the batcher's tare weight to determine if it discharges all the cement into the batch, unless there are other positive means to determine if complete discharge took place.
- (4) Mechanically operate the batcher discharge gate in a way that does not affect the scale balance.
- (5) Ensure that the batcher charging mechanism of automatic batchers interlock against opening until the batcher entirely discharges and the scale balances within +/- 0.3 percent of scale capacity, and against opening if the batcher discharge gate is open. Also, it should interlock against opening if the batcher charging mechanism is open; and against opening if the batch is either over or underweight by more than one percent of the specified batch weight.
- (6) If using semi-automatic batchers, ensure the batcher discharge mechanism interlocks against opening if the batch is either over or underweight by more than one percent of the specified batch weight.
- (7) Ensure that the batcher discharge mechanisms of automatic or semi-automatic plants interlock against opening until charging the cement batcher and aggregate batchers with the correct weight.
- (8) The contractor may weigh and batch fly ash or slag along with the cement, but if this occurs, weigh the cement into the batcher first, and then add the fly ash or slag to the top of the batch of cement to the appropriate accumulative weight.
- (9) For separate scales, bins, and hoppers used to batch fly ash or slag conform to the requirements specified above for cement-weighing equipment.

501.3.4.7 Dispensing Equipment for Admixtures

- (1) Use accurate, volumetric, mechanical measuring dispensers, capable of presetting to deliver a specified quantity of admixture, or engineer-approved scales. Furnish a separate volumetric dispenser or scale for each admixture. Use a dispensing system with a device that either detects and indicates the presence or absence of flow of the admixture, or provides a convenient way to visually observing the admixture during batching or discharging. Ensure that the dispenser piping is free from leaks and properly valved to prevent back flow or siphoning.
- (2) Interlock admixture-dispensing systems used in conjunction with semi-automatic plants, automatic plants, or on-site mixers of 21 cubic feet or more with the batching operations. Ensure that the system is capable of dispensing the admixture within +/- 3.0 percent of the required volume or weight of admixture, or the minimum dosage rate per 100 pounds of cement, whichever is greater.

501.3.5 Ready-Mixed Concrete

501.3.5.1 General

- (1) The contractor may use ready-mixed concrete instead of site-mixed concrete, except for grade E concrete. Do not use ready-mixed concrete to produce grade E concrete.
- (2) Interpret ready-mixed concrete to include central-mixed, transit-mixed, and shrink-mixed concrete, defined as follows:

Central-mixed concrete	Concrete completely mixed in a stationary mixer and transported to the point of delivery with or without mechanical agitation in the transporting vehicle.
Transit-mixed concrete	Concrete completely mixed in a truck mixer.
Shrink-mixed concrete	Concrete mixed partially in a stationary mixer with the mixing completed in a truck mixer.

501.3.5.2 Delivery

- (1) Deliver ready-mixed concrete at a rate that ensures reasonably continuous progress in the placing and finishing operations. If the time intervals between successive loads or batches causes a partial drying of previously placed concrete provide additional equipment of the kind necessary to preclude these delays. Failing in this, discontinue use of ready-mixed concrete and use site-mixed concrete.
- (2) Provide sufficient facilities for the production and delivery of ready-mixed concrete for concrete pavement to ensure placement at a uniform rate of not less than 80 cubic yards per hour, unless performing single-lane construction.
- (3) Deliver and completely discharge the concrete within the following limits, beginning when adding water to the cement, or when adding cement to the aggregates.

Delivered in Agitating Vehicles:

- 60 minutes if the concrete temperature is 60 F or higher at placement, and the contractor does not use a department-approved retarder.
- 90 minutes if the concrete temperature is less than 60 F at placement.
- 90 minutes if the concrete temperature is 60 F or higher at placement, and the contractor uses a department-approved retarder.

Delivered in Non-Agitating Vehicles:

- 30 minutes if the concrete temperature is 85 F or higher at placement, and the contractor does not use a department-approved retarder.
- 45 minutes if the concrete temperature is 60 to less than 85 F at placement, and the contractor does not use a department-approved retarder.
- 60 minutes if the concrete temperature is less than 60 F at placement.
- 60 minutes if the concrete temperature is 60 F or higher at placement, and the contractor uses a department-approved retarder.

- (4) The engineer or inspector will consult with BTS if a hydration controlling admixture, as specified in [501.2.5.3.5](#), is added to the mixture.
- (5) The engineer or inspector may reduce these times under conditions contributing to quick stiffening of the mix, or during cold weather when loss of heat occurs to the extent that the concrete temperature is not correct at placement.
- (6) Except during the mixing revolutions, operate the drum or agitator of the vehicle at agitating speed until discharging the mix. Ensure the concrete's uniform composition, required consistency, and required air content at time of delivery.
- (7) The contractor may deliver central-mixed concrete to the work site by equipment with non-agitating body types. These body types are smooth, mortar-tight, metal containers capable of discharging the concrete at a satisfactorily controlled rate. Do not use aluminum bodies. Provide watertight covers for protection against the weather if necessary. The concrete in these vehicles should show no appreciable water gain at the surface. The concrete should freely and readily discharge from the vehicle, be free of excessive segregation of the fine and coarse aggregates, and have an air content within the required range at the point of discharge. Slump tests made during discharge should not differ by more than 2 inches. Remove foreign material and accumulated concrete before batching concrete into those vehicles.

501.3.5.3 Mixers and Mixing

- (1) The contractor may use stationary mixers, or truck mixers of the revolving drum type or, with the engineer's written approval, other types specifically designed for mixing. For agitators, use truck mixers or truck agitators. The manufacturer shall attach in a prominent place, to each stationary mixer, truck mixer, or truck agitator a metal plate plainly marked with the various uses of the equipment, the drum or container capacity in volume of mixed concrete, and the rotation speed of the mixing drum or blades.
- (2) If using a stationary mixer to mix concrete, mix at least one minute, provided that plant operating procedures are reasonably stabilized and controlled, and that it achieves visible blending of materials during charging to the engineer's satisfaction. If this mix time does not achieve proper stabilization, control, and blending, the engineer may increase the mixing time to 75 seconds.
- (3) Exceptions to the minimum mixing time for stationary mixers specified above are contained in an approved list, BTS maintains, of reduced minimum mixing times for specific makes and models of stationary mixers. If these department-approved reduced minimum mixing times do not produce satisfactory stabilization, control, and blending the engineer may increase the mixing time as needed.

- (4) Blending implies a uniform volume of flow of all batch ingredients throughout the charging time interval, except for the brief introduction of water and coarse aggregate. Charge the batch into the mixer so that:
 1. Some water enters shortly before the solid material, and all water is in the drum by the time mixing begins.
 2. Introduce admixtures uniformly throughout the charging time interval.
 3. Introduce some coarse aggregate before other solid materials.
 4. For the remaining solid material charging time, introduce the large and small sizes of the coarse aggregate, sand, and cement in an acceptably uniform rate of flow, as determined by visual inspection.
 5. Start mixing time after all solid materials are in the mixer.
- (5) The maximum mixing time for stationary mixers must not exceed the minimum specified above, by more than 60 seconds.
- (6) Consider transfer time in multiple drum mixers as part of the mixing time.
- (7) For stationary mixers, compute the total mixed concrete volume based on the nominal cubic yard determined in [DT2220](#) or [DT2221](#). This volume must not exceed the manufacturer's rated maximum mixing capacity, for the type and volume of mixer used, in the concrete plant mixer standards of the Concrete Plant Manufacturer's Bureau.
- (8) Equip stationary mixers with a timing device that automatically locks the discharge mechanism during the full mixing time and releases it at the end of the mixing period.
- (9) If mixing concrete in a truck mixer, mix each batch for 70 or more revolutions at the manufacturer-designated mixing speed. Do not exceed 300 total revolutions per batch, the sum of the revolutions at mixing and agitating speeds. Begin mixer revolutions only after all materials, including mixing water are in the mixer.
- (10) Add the mixing water at the batching plant, but if obtaining the specified slump requires more water, add it in the field with the engineer's permission. Do not exceed the maximum specified water to cementitious materials ratio. Calculate the maximum water as the sum of free water added with the aggregates and all added mixing water. If adding more water at the work site, perform an additional 20 revolutions of the truck mixer at mixing speed before discharging any concrete. The process of adding more water and additional mixing must happen within 45 minutes of introducing the mixing water to the cement or the cement to the aggregates. The engineer may extend the time limit for adding water and additional mixing to 75 minutes for those grades of concrete mixed under the conditions described in [501.3.5.2](#) whose delivery time limit is 1 1/2 hours. If additional mixing revolutions are necessary because of added water at the site, the total revolutions at mixing and agitating speeds must not exceed 300.
- (11) If using a truck mixer or agitator to transport concrete completely mixed in a stationary mixer, rotate the drum or agitator at the agitating speed during transportation and until discharge.
- (12) Equip truck mixers with an engineer-approved revolution counter. Unless equipped to control and count revolutions at mixing speed, perform mixing at the batching plant or job site with the mixer operated at agitating speed while in transit.
- (13) For truck mixers operating from plants erected to supply concrete to highway projects, if the delivery time is short enough that the truck cannot exceed the maximum number of revolutions at mixing speed in transit, then mixer may operate at mixing speed in transit.
- (14) If using a stationary mixer for partial mixing of the concrete, the contractor may reduce the mixing time in the stationary mixer to the minimum required to blend the ingredients, about 30 seconds.
- (15) If using a truck mixer to finish the partial mixing done in a stationary mixer, mix each batch for 50 or more revolutions at the manufacturer-recommended speed. Do not exceed 300 total revolutions at mixing and agitating speeds.
- (16) For truck mixers, compute the total concrete volume mixed per batch based on the nominal cubic yard determined in [DT2220](#) or [DT2221](#) and do not exceed the manufacturer's rated capacity, or the following percentages of the drum's gross volume:
 - For complete mixing, 63 percent.
 - For partial mixing, initial (shrink) mixing done in stationary mixer, 70 percent.
- (17) The engineer may obtain representative samples from approximately the 1/6 and 5/6 discharge points of the concrete load of any truck mixer or truck agitator. If the slump of the 2 samples differs by more than one inch, or the entrained air content in them differs by more than one percent, correct the condition before using the load.

- (18) For central-mixed or shrink-mixed concrete, if using more than one batch to make up a load, properly proportion each batch using all the ingredients, including admixtures, fly ash, or slag.
- (19) Do not incorporate water used to clean mixing equipment and accessories into the mix.
- (20) Replace the pick-up and throw-over blades of truck mixers or agitators if any part or section is worn one inch or more below their original height. Provide a copy of the manufacturer's design, showing dimensions and blade arrangement, upon the engineer's request.

501.3.5.4 Inspection

- (1) Notify the engineer at least 24 hours before the contractor requires delivery of ready-mixed concrete so the engineer can inspect the proposed ready-mix plant and facilities.
- (2) With each load of ready-mixed concrete, provide a computer-printed batch ticket which includes load and truck identification, the actual batch weights of all materials in that load, the mixing time for central plant-mixed concrete or the start of the batch life as specified in [501.3.5.2\(3\)](#) for transit-mixed concrete, and other pertinent data. Give batch tickets to the inspector upon arrival at the work site. The department will only accept loads that arrive in satisfactory condition and have a batch ticket. The engineer will only accept hand written batch tickets in remote locations where no computerized plant is available within deliverable distance of the work site.
- (3) Instead of requiring a batch ticket for each load, the engineer may accept central-mixed concrete used in pavement and associated bid items based on daily production records from a computer-controlled plant erected specifically for work under the contract. Submit a complete load-by-load written record that ties the truck IDs to the batch quantities and batch times for each day's production to the engineer at the end of each day's production. During concrete production, operate under a plan acceptable to the engineer that ties the truck ID to the batch quantities and batch time for each load. In that plan describe how that information will be made available to the engineer immediately upon request. The engineer may also require batch tickets to address short-term operational difficulties.
- (4) The engineer may accept minor quantities of ready-mixed concrete used in miscellaneous bid items without batch tickets.

501.3.6 Site-Mixed Concrete

501.3.6.1 General

- (1) Site-mixed concrete is concrete manufactured in standard batch or volumetric type portable mixers at the work site. Use volumetric mixers only for work that specifically allows volumetric proportioning.

501.3.6.2 Batch Mixer

- (1) Use a powered revolving drum type mixer conforming to the following requirements, unless the engineer allows another type.
- (2) Maintain the mixer in good working order and operate it in a way that does not combine the mixed batch with the following dry batch, and so that the ingredients of only one batch are intermixed with each charge of the mixer. Keep charging devices, the throat, and drum interior free of accumulated materials. If charged with the batch, revolve the mixer drum at a speed that does not exceed the manufacturer's specified speed for the mixer, provided the drum makes between 14 and 20 revolutions per minute. Replace pick-up and throw-over blades showing a wear in excess of 3/4 inch from their original factory depth. Mixers must have a rated capacity of at least 5 cubic feet of mixed concrete per batch.
- (3) Equip mixers with an engineer-approved automatic timing device, in proper working order, designed and constructed so that it starts when the charging skip is raised and dumped. The timing mechanism must have a device that transmits an audible or visible signal when mixing is complete.
- (4) Equip mixers, with a rated capacity of 21 cubic feet or more of mixed concrete, with an engineer-approved discharge-locking device, in good working order, and automatically controlled by the timing device.
- (5) Keep the box or compartment containing the timing device closed and locked at all times except for adjustment or repairs. Only the contractor or an authorized representative shall make adjustments under the direct supervision of the engineer or inspector.
- (6) Compute the total volume of concrete mixed per batch based on the nominal cubic yard determined in [DT2220](#) or [DT2221](#) and do not exceed the mixer's rated capacity by more than 10 percent as established by the Mixer Manufacturer's Bureau of the Associated General Contractors of America. The capacities above are contingent on the mixer drum retaining the batch without segregating, spilling, or leaking during charging, mixing, and discharging; and upon adequate methods of handling, placing and finishing the resultant concrete.

- (7) Stop using and repair or replace with a satisfactory mixer, any concrete mixer that is not adequate or suitable for the work, has insufficient power, inefficient mixing action, or has auxiliary units that do not function properly.

501.3.6.3 Batch Mixing Time

- (1) Mix each batch for at least 50 seconds but not more than 90 seconds. During this time, the drum revolves at the rate specified above. Start the mixing time after all solid materials are in the drum.
- (2) Introduce the mixing water to the drum ahead of the other materials and continue to discharge for a short time after all solid materials are in the drum.

501.3.6.4 Volumetric Plant and Mixer

- (1) Use a truck-mounted mobile concrete plant and mixer, designed for automatic volume proportioning of concrete materials, and for mixing concrete for immediate use at the work site, for grade E concrete, and the engineer may allow its use for bid items from other grades. This machine must produce a thoroughly mixed and uniform concrete.
- (2) Calibrate the plant on a weight-volume relationship according to the manufacturer's recommended procedures. Recalibrate the plant if changing aggregates and, as the engineer deems necessary.
- (3) Volumetric proportioning equipment and procedures are subject to the engineer's approval. Equip the plant with either a water flowmeter or a recording water meter.

501.3.7 Concrete Consistency

- (1) Concrete must have a uniform consistency, with all ingredients uniformly distributed throughout the weight, and so that the mortar clings to the coarse aggregate. Concrete must not have a consistency sufficiently wet so it flows and segregates, or a mealy, dry consistency.
- (2) Use the minimum quantity of water that achieves the desired workability, as the engineer determines. Obtain the engineer's approval of any changes in this quantity.

501.3.7.1 Slump

- (1) Use a 1-inch to 4-inch slump for concrete used in structures or placed in forms, except as follows:
 - Do not exceed a slump of 2 inches for grade E concrete.
 - Increase slump as specified in [502.3.5.3](#) for concrete placed underwater.
 - The contractor may increase the slump to a maximum of 9 inches for a mixture that contains a high range water reducer conforming to [501.2.5.3.3](#). Do not exceed the maximum w/cm allowed for the grade of concrete being used when a high range water reducer is in use.
- (2) Use the applicable slump specified in [415.2.1](#) for concrete pavements.
- (3) Concrete pavement repair and replacement must conform to the following:
 - Use the following slumps for the technique used:

SLIP-FORMED	NOT SLIP-FORMED
2.5 inches or less	4 inches or less
 - The contractor may increase the slump to a maximum of 9 inches for a mixture that contains a high range water reducer conforming to [501.2.5.3.3](#). Do not exceed the maximum w/cm allowed for the grade of concrete being used when a high range water reducer is in use.
- (4) Perform the slump tests for concrete according to [WTM T119](#).

501.3.8 Placing

501.3.8.1 General

- (1) Except as specified in [501.3.5.2](#) for ready-mixed concrete, place the concrete within 30 minutes of first adding water to the batch. Use placement techniques that minimize segregation. Batch, mix, place, and finish concrete within a monolithic unit as continuously as practicable.

501.3.8.2 Hot Weather Concreting

501.3.8.2.1 General

- (1) The contractor is responsible for the quality of the concrete placed in hot weather. For concrete placed under the bid items enumerated in 501.3.8.2.1(2), submit a written temperature control plan at or before the pre-pour meeting. In that plan, outline the actions the contractor will take to control concrete temperature if the concrete temperature at the point of placement exceeds 80 F. Do not place concrete under these bid items without the engineer's written acceptance of that temperature control plan. Perform the work as outlined in the temperature control plan.
- (2) If the concrete temperature at the point of placement exceeds 90 F, do not place concrete under the following structure and concrete barrier bid items:

Concrete Masonry Bridges	Concrete Masonry Retaining Walls
Concrete Masonry Bridges HES	Concrete Masonry Retaining Walls HES
Concrete Masonry Culverts	Concrete Masonry Endwalls
Concrete Masonry Culverts HES	Concrete Masonry Overlay Decks
Concrete Barrier Single-Faced 32-Inch	Concrete Barrier (type)
Concrete Barrier Double-Faced 32-Inch	Concrete Barrier Fixed Object Protection (type)
Concrete Barrier Transition Section 32-Inch	Concrete Barrier Transition (type)

- (3) The department will pay \$0.75 per pound for the quantity of ice required to reach a target concrete temperature of 80 F if the following conditions are met:
 1. The un-iced concrete temperature exceeds 85 F.
 2. The contractor has performed the actions outlined in the contractor's accepted temperature control plan.
 3. The contractor elects to use ice.
- (4) If the engineer directs the contractor to use ice when the un-iced concrete temperature is 85 F or less, the department will pay \$0.75 per pound for that ice.
- (5) Notify the engineer whenever conditions exist that might cause the temperature at the point of placement to exceed 80 F. If project information is not available, the contractor should obtain information from similar mixes placed for other nearby work.

501.3.8.2.2 Bridge Decks

- (1) For concrete placed in bridge decks under the bid items enumerated in 501.3.8.2.2(2), submit a written evaporation control plan at or before the pre-pour meeting. In that plan, outline the actions the contractor will take to maintain concrete surface evaporation at or below 0.2 pounds per square foot per hour. Do not place concrete under these bid items without the engineer's written acceptance of that evaporation control plan. If the engineer accepts an evaporation control plan calling for ice, the department will pay \$0.75 per pound for that ice. Perform the work as outlined in the evaporation control plan.
- (2) If predicting a concrete surface moisture evaporation rate exceeding 0.2 pounds per square foot per hour, do not place bridge deck concrete under the following bid items:

Concrete Masonry Bridges	Concrete Masonry Overlay Decks
Concrete Masonry Bridges HES	
- (3) Provide evaporation rate predictions to the engineer under one or more of the following conditions:
 1. Conditions exist that might cause concrete surface evaporation to exceed 0.2 pounds per square foot per hour.
 2. The concrete temperature at the point of placement exceeds 80 F.
 3. The engineer requests that information.
- (4) Compute the evaporation rate from the predicted ambient conditions at the time and place of the pour using the nomograph provided in [CMM 525](#) Figure 1, or using a computerized equivalent. Use weather information from the nearest national weather service station. The engineer will use this information to determine if the pour will proceed as scheduled.
- (5) On the day before the pour, the engineer will notify the contractor in writing whether or not to proceed with the pour as scheduled. If the actual computed evaporation rate during the pour exceeds 0.2 pounds per square foot per hour, the engineer may allow the contractor to complete the pour. If the engineer allows placement to continue, the department will pay \$0.75 per pound for the quantity of ice required to maintain concrete surface evaporation at or below 0.2 pounds per square foot per hour. If ice is not available the department will pay for any actions, beyond those described in the contractor's evaporation plan, required to complete the pour as the engineer directs.

501.3.9 Mixing and Protecting During Cold Weather

- (1) Mix, place, and protect concrete according to the method specified below, applicable to its use.
- (2) Mix, place, and protect concrete for pavement, pavement repair and replacement, pavement widening, pavement gaps, driveways, alleys, headers, surface drains, pavement approach slabs, base, base widening or patching, curb, gutter, curb & gutter, ditch checks, sidewalks, steps not a part of a structure, loading zones, safety islands and other concrete of a similar nature as specified in [415.3.13](#).
- (3) Mix, place, and protect concrete for bridges, culverts, retaining walls, end walls, or any other structure consisting, wholly or in part, of concrete, if placed during cold weather, as specified in [502.3.9](#).

501.4 (Vacant)**501.5 Payment**

- (1) The department will not pay directly for the concrete specified under this section. Concrete is incidental to the various bid items using it. Payment under those bid items includes providing materials, including aggregates and associated aggregate source testing, cement, fly ash, slag, and admixtures; and for preparing, transporting, storing, protecting and curing concrete.
- (2) If required to remove and replace any concrete damaged by lack of proper protection. Perform this work at no expense to the department.
- (3) The department will pay for ice used to cool concrete in hot weather as specified in [501.3.8.2](#) under the Ice Hot Weather Concreting administrative item.

SECTION 602 – CONCRETE SIDEWALKS AND MISCELLANEOUS CONCRETE

602.1 Description

This section describes constructing concrete sidewalks, loading zones, safety islands, and steps including landings, of concrete, with or without reinforcement.

602.2 Materials

Use the appropriate grade of concrete to meet the requirements of the specifications. Refer to PART 4 SECTION 416 for more information.

Use the following slumps for the technique used:

SLIP FORMED	NOT SLIP FORMED
2.5 inches or less	4 inches or less

Furnish unpainted cast iron detectable warning fields for curb pedestrian ramps under the Curb Ramp Detectable Warning Field bid item.

Base aggregate shall consist of a WisDOT 3/4 Inch dense graded base material.

602.3 Construction

602.3.1 General

The Engineer will inspect concrete sidewalks for 7 days after placement. If cracks exist the Engineer will determine if a transverse crack needs repair and the type of repair needed. The Contractor shall make the concrete repair as directed by the Engineer.

602.3.2 Preparing the Subgrade

Prepare the sidewalk subgrade by excavating or filling to the required width and depth as shown on the plans or directed by the Engineer. The depth of cut shall be limited to required depth that will accommodate the base material thickness and concrete thickness in relation to proposed finished elevation. In cut areas make width wide enough to accommodate placing forms. Tamp or compact the subgrade as directed by the Engineer. Do not place any subbase or base materials before the Engineer has inspected the foundation. Make repairs to the foundation as directed by the Engineer.

602.3.3 Forms

Furnish and use wood or metal forms straight and of sufficient strength to resist springing, tipping, or other displacement during depositing and consolidating the concrete.

If using wood forms, provide surfaced planks, at least 2-inch nominal thickness stock except for sharply curved sections. If using metal forms, ensure they are the engineer-approved section with a flat surface on top. Use forms as deep as the depth of the sidewalk. Securely stake, brace, and hold the forms firmly

to the required line. Make the forms tight to prevent mortar leakage. Clean and oil before placing concrete against them.

Check form setting cross-slope. 1.5%- 2% cross-slope typical.

602.3.4 Preparing the Base

Place and compact aggregate base materials to the thickness and section shown on the plans and details. Aggregate base shall consist of a WisDOT 3/4 Inch dense graded base material. Compact the material with Engineer approved compaction equipment.

Assure that the base is true to required cross section so as to provide the required base material thickness beneath the full width of the sidewalk pavement.

602.03.4.1 Placing and Finishing Concrete

The Engineer shall be notified to inspect the form work, foundation, and reinforcement if required, prior to placing any concrete.

Place the concrete on a moist foundation. Consolidate sufficiently to bring the mortar to the surface. Consolidate edges sufficiently to eliminate honeycomb edges. Strike off and finish the concrete surface to a true and even surface. Before concrete sets, brush or lightly broom the surface.

If the Engineer allows, the Contractor may construct concrete sidewalks with suitable slip form equipment.

602.03.4.2 Sidewalk Approach Ramps

Construct sidewalk approach ramps at the locations and conforming to the details and dimensions in the plans or as directed by the Engineer.

All sidewalk approach ramps shall have a curb elevation not greater than 1/2 inch higher in elevation than the flow-line of the curb and gutter.

Curb ramp detectable warning fields shall be placed at all pedestrian crossings. Install neatly per manufacturer's recommended procedures. Embed detectable warning field arrays in plastic concrete conforming to manufacturer-recommended procedures. Do not install on hardened concrete. Do not field cut plates except where the ends of radial arrays abut ramp edges. Smooth the edges of field cuts.

602.03.5 Reinforcement

If required per the plan, use reinforcement conforming as presented in the Special Provisions.

602.03.6 Joints

For sidewalks of uniform width, construct transverse joints at right angles to the sidewalk centerline, and construct longitudinal joints parallel to the centerline, unless specified otherwise. For sidewalks of

variable or tapering widths, make the transverse and longitudinal joints at right angles to each other, if possible, and construct the joints as the engineer laid them out the field.

Use contraction joints to divide the sidewalk into sections.

Place 1/2-inch wide transverse expansion joint filler through the sidewalk at uniform intervals not greater than 96 feet apart.

Place 1/2-inch wide expansion joint filler between the sidewalk and back of abutting parallel curb or gutter; and place one-inch wide expansion joint filler between sidewalk and buildings or other rigid structures.

Place 1/2-inch wide expansion joint filler between sidewalk approaches and the back of curb or gutter or edge of pavement.

No joint may deviate more than 5 degrees from perpendicular to the surface of the finished. Ensure that joint axes do not deviate more than 1/2 inch from a straight line, or from the designated alignment at any point. If constructing the joints in sections, do not use offsets or concrete struts between adjacent units.

If constructing the sidewalk in partial width slabs, place transverse joints so they match the like joints in adjacent slabs. If widening existing sidewalks, place transverse joints in line with like joints in the existing sidewalk.

If possible, do not divide sidewalks into sections less than 3 feet, or greater than 12 feet in any dimension. Produce the unit areas by using metal slab division forms extending to the concrete's full depth, or by contraction joints, as specified below.

A contraction joint in sidewalk may consist of a slot or groove, at least one inch deep and 1/4 inch wide. Form them by inserting a metal parting strip in the concrete after striking off and consolidating, and while the concrete is still plastic. As soon as the concrete retains its shape, remove the parting strip and edge-finish the joint.

The contractor may form contraction joints by cutting the concrete not less than 1/4 of the depth through with a pointed trowel or other suitable tool. Edge-finish the joint.

The contractor may saw sidewalk contraction joints at least one inch in depth and approximately 1/8 inch wide. Perform the sawing as soon as possible after the concrete sets sufficiently to prevent raveling during sawing and before shrinkage cracking occurs.

Extend the expansion joint filler to the concrete's full depth and make the top slightly below the finished surface of the sidewalk.

For sidewalk, consolidate the concrete thoroughly at expansion joint faces to fill the voids, and finish the surface smooth and true to grade. Also round sidewalk edges along forms, un-sawed joints, and metal slab division forms with a 1/2-inch radius edger. For all other work under this section, use mechanical vibration at expansion joint faces to fill the voids, and finish the surface smooth and true to grade.

Do not seal joints.

602.3.7 Protecting and Curing

Refer to PART 4 SECTION 416 of these specifications.

602.3.8 Protecting in Cold Weather

Refer to PART 4 SECTION 416 of these specifications.

602.3.9 Concrete Steps

Construct concrete steps at the locations shown on plans and as specified in the design, dimensions, and details show. This work includes reinforcement and necessary excavating, backfilling, and disposing of excess excavation material.

Step run length shall be 12 inches. Step rise shall be 5.5 inches 7.5 inches depending on the location. Step rise shall not vary in a set of steps.

Concrete landings shall be provided as directed by the Engineer.

602.4 Measurement and Payment

The City will pay for measured quantities of work under this bid item at the contract unit price of the work acceptably completed.

Payment shall be full compensation for all foundation subgrade excavation, and preparation; all special construction required at driveway and alley entrances, or curb ramps; for providing all materials including forms, base aggregate, concrete, expansion joint filler, for placing, finishing, protecting, and curing; for sawing joints; and for disposing of surplus excavation material, and restoring the work site.

Concrete steps shall be measured by the square foot to include the area from the top edge of the lowest step to the top of the highest step plus 12 inches.

Crack repairs shall be paid for at the Contractors expense when it is evident that the crack development was due to non-compliance with the plans and specifications.

PROJECT ID: 39508802312

COUNTY: ASHLAND

WITH: N/A

ORDER OF SHEETS

Section No.	1	Title
Section No.	2	Typical Sections and Details
Section No.	3	Estimate of Quantities
Section No.	3	Miscellaneous Quantities
Section No.	4	Right of Way Plat (City Acquisition)
Section No.	5	Plan and Profile
Section No.	6	Standard Detail Drawings
Section No.	7	Sign Plates
Section No.	8	Structure Plans
Section No.	9	Computer Earthwork Data
Section No.	9	Cross Sections

TOTAL SHEETS =



DESIGN DESIGNATION RESIDENTIAL-1

A.A.D.T. (YEAR) = ?????
A.A.D.T. (YEAR) = ?????
D.H.V. = ?????
D.D. = ?????
T. = ?????
DESIGN SPEED(MPH) = 30 MPH
ESALS = ?????

CONVENTIONAL SYMBOLS

PLAN	
CORPORATE LIMITS	
PROPERTY LINE	
LOT LINE	
LIMITED HIGHWAY EASEMENT	
EXISTING RIGHT OF WAY	
PROPOSED OR NEW R/W LINE	
SLOPE INTERCEPT	
REFERENCE LINE	
EXISTING CULVERT	
PROPOSED CULVERT (Box or Pipe)	
COMBUSTIBLE FLUIDS	
MARSH AREA	
WOODED OR SHRUB AREA	

PROFILE	
GRADE LINE	
ORIGINAL GROUND	
MARSH OR ROCK PROFILE (To be noted as such)	
SPECIAL DITCH	
GRADE ELEVATION	
CULVERT (Profile View)	
UTILITIES	
ELECTRIC	
FIBER OPTIC	
GAS	
SANITARY SEWER	
STORM SEWER	
TELEPHONE	
WATER	
UTILITY PEDESTAL	
POWER POLE	
TELEPHONE POLE	

CITY OF ASHLAND
DEPARTMENT OF PUBLIC WORKS

PLAN OF PROPOSED IMPROVEMENT

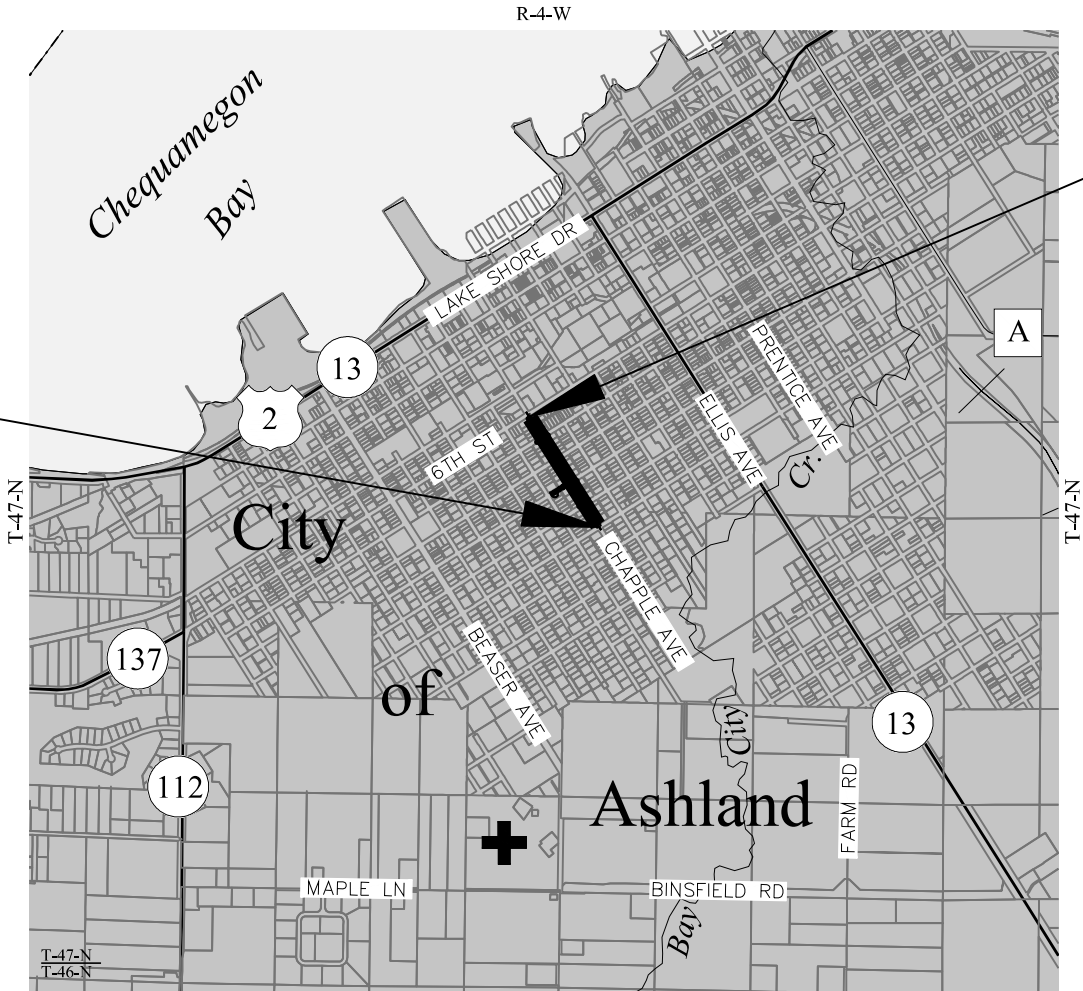
C ASHLAND, CHAPPLE AVENUE

11TH STREET W TO 6TH STREET W

LOCAL STREET

ASHLAND COUNTY, WISCONSIN

CITY PROJECT NUMBER
39508802312



END PROJECT
STA 217+97.00

BEGIN PROJECT
STA 200+00.00
Y = 319,043.99
X = 501,273.38

SCALE 0 0.5 MI

TOTAL NET LENGTH OF CENTERLINE = 0.330 MILES

HORIZONTAL POSITIONS SHOWN ON THIS PLAN ARE WISCONSIN COORDINATE REFERENCE SYSTEM (WISCRS), ASHLAND COUNTY, NAD83 (2011), IN U.S. SURVEY FEET. POSITIONS SHOWN ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES ARE THE SAME AS GROUND DISTANCES. ELEVATIONS ARE REFERENCED TO NAVD 88 (2012). GPS DERIVED ELEVATIONS ARE BASED ON GEOID 12A.

OFFICE USE ONLY

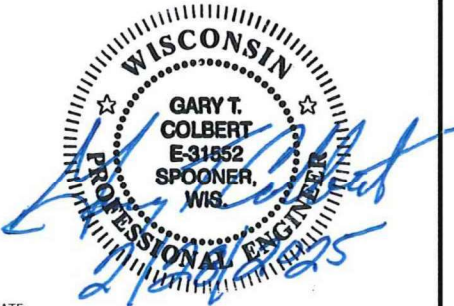
STATE PROJECT	FEDERAL PROJECT	
	PROJECT	CONTRACT

ACCEPTED FOR

CITY of ASHLAND

JOHN BUTLER - PUBLIC WORKS DIRECTOR
2/28/25
(DATE)

ORIGINAL PLANS PREPARED BY
NORTHERN WISCONSIN-BASED ENGINEERS, INC
(ROADWAY)



DATE:

ORIGINAL PLANS PREPARED BY
LONG ISLAND ENGINEERING, LLC
(SANITARY/STORM SEWER, WATER)



DATE:

E

GENERAL NOTES

NO TREES OR SHRUBS SHALL BE REMOVED WITHOUT THE APPROVAL OF THE ENGINEER.

THE LOCATIONS OF EXISTING AND PROPOSED UTILITY FACILITIES AS SHOWN ON THE PLAN ARE APPROXIMATE. THERE MAY BE OTHER UTILITY FACILITIES WITHIN THE PROJECT AREA THAT ARE NOT SHOWN. THE CONTRACTOR SHALL COORDINATE ACTIVITIES WITH A CALL TO DIGGERS HOTLINE AND/OR A DIRECT CALL TO THE UTILITIES THAT HAVE FACILITIES IN THE AREA. NOT ALL UTILITIES ARE MEMBERS OF DIGGERS HOTLINE.

THE CONTRACTOR SHALL NOTIFY DIGGERS HOTLINE AND AFFECTED UTILITIES PRIOR TO THE START OF WORK. ANY LOCAL MUNICIPAL UTILITY WHICH IS NOT A MEMBER OF THE DIGGERS HOTLINE MUST BE CONTACTED SEPARATELY.

REMOVALS SHALL BE DONE WITHOUT DAMAGING ADJACENT PAVEMENT OR SIDEWALK. THE CONTRACTOR WILL BE RESPONSIBLE FOR REPLACING ANY DAMAGED LOCATIONS CAUSED BY CONTRACTOR REMOVING OPERATIONS.

WHEN THE QUANTITY OF BASE AGGREGATE IS MEASURED FOR PAYMENT BY THE TON OR CUBIC YARD, THE DEPTH OR THICKNESS OF THE LAYER SHOWN ON THE PLANS IS APPROXIMATE AND THE ACTUAL THICKNESS WILL DEPEND ON THE DISTRIBUTION OF THE MATERIAL AS DIRECTED BY THE ENGINEER.

A CONVERSION FACTOR OF 1.95 TONS/CY IS USED TO ESTIMATE QUANTITIES FOR BAD 1 1/4-INCH.

HMA PAVEMENT WEIGHT CALCULATIONS ARE BASED ON 112 LB/SY/IN.

APPLY TACK COAT AT A RATE OF 0.05 GAL/SY BETWEEN LAYERS OF HMA PAVEMENT.

PRIOR TO ORDERING DRAINAGE PIPES AND STRUCTURES, VERIFY RELATED DRAINAGE INFORMATION IN THE PLAN AND PROVIDE DOCUMENTATION TO THE ENGINEER.

ALL STORM SEWER INVERTS, ELEVATIONS, PIPE LENGTHS, AND GRADES ARE COMPUTED CENTER-TO-CENTER OF STRUCTURES.

CONCRETE COLLAR REQUIRED AT JOINTS BETWEEN EXISTING AND NEW STORM SEWER PIPE AS DIRECTED BY THE ENGINEER.

INLET AND DISCHARGE ELEVATIONS FOR DRAINAGE STRUCTURES SHOWN ON THE PLAN MAY BE ADJUSTED BY THE ENGINEER TO FIT FIELD CONDITIONS.

TRAFFIC CONTROL DEVICES SHALL BE ADJUSTED TO FIT FIELD CONDITIONS AS DIRECTED BY THE ENGINEER.

THE EROSION CONTROL FEATURES AS SHOWN IN THE PLANS ARE AT SUGGESTED LOCATIONS. EXACT LOCATIONS WILL BE DETERMINED BY THE ENGINEER IN THE FIELD.

THE EXACT LOCATION OF ALL DRIVEWAYS WILL BE DETERMINED BY THE ENGINEER IN THE FIELD. ALL DRIVEWAYS ARE TO BE REPLACED IN KIND UNLESS OTHERWISE DIRECTED BY THE ENGINEER OR AS SHOWN ON THE PLANS.

DISTURBED AREAS WITHIN THE RIGHT-OF-WAY, EXCEPT THE AREAS WITHIN THE FINISHED SHOULDER POINTS, ARE TO BE 6-INCH TOPSOILED, FERTILIZED, SEEDED AND MULCHED OR EROSION MATTED AS SHOWN ON THE PLANS. FINISHED SEEDED SURFACE SHALL BE 1-INCH BELOW THE TOP OF ADJACENT CONCRETE.

ALL CURB AND GUTTER RADII ARE TO THE CURB & GUTTER FLANGE LINE. PAVEMENT DIMENSIONS, AND STATIONS ARE SHOWN TO THE EDGE OF PAVEMENT UNLESS NOTED OTHERWISE.

CURB AND GUTTER ELEVATIONS ARE ALONG THE FLANGE LINE UNLESS OTHERWISE NOTED.

ELIMINATE VERTICAL DROP-OFFS ADJACENT TO TRAVEL LANES OPEN TO TRAFFIC WITHIN 72 HOURS OR BEFORE A WEEKEND OR HOLIDAY WHICHEVER COMES FIRST.

CONTRACTOR WILL BE RESPONSIBLE FOR RESHAPING AND SEEDING ANY PREVIOUSLY GRASSED AREAS WHICH ARE DISTURBED BY OPERATIONS, OUTSIDE OF THE NORMAL CONSTRUCTION LIMITS.

THE CONTRACTOR IS TO WORK WITH UTMOST CARE AND PROTECT ALL SURVEY AND PROPERTY MONUMENTS. REMOVAL OF ANY MONUMENT IS TO BE WITH THE APPROVAL OF THE ENGINEER.

DESIGN CONTACTS

NORTHERN WISCONSIN-BASED ENGINEERS, INC.
ATTN: GARY COLBERT, PE
P.O. BOX 328
HAYWARD, WI 54843
PH: (715) 634-4334
EMAIL: GCOLBERT@NWBEINC.COM

WDNR CONTACT

WDNR - ASHLAND SERVICE CENTER
ATTN: MATTHEW JACOBSON
2501 GOLF COURSE ROAD
ASHLAND, WISCONSIN 54806
PH: (715) 928-0485 (MOBILE)
EMAIL: MATTHEW.JACOBSON@WISCONSIN.GOV

CITY OF ASHLAND

CITY OF ASHLAND PUBLIC WORKS
ATTN: JOHN BUTLER - DIRECTOR
2020 6TH STREET E
ASHLAND, WI 54806
PH: (715) 685-1648
EMAIL: JBUTLER@COAWI.ORG

CITY OF ASHLAND PARKS & RECREATION

ATTN: SARA HUDSON - DIRECTOR
400 4TH AVENUE W
ASHLAND, WI 54806
PH: (715) 682-7059 - OFFICE
PH: (715) 685-1644 - MOBILE
EMAIL: SHUDSON@COAWI.ORG

ARBORIST

SIOUX RIVER SERVICES
ATTN: ALEK HASTINGS
PH: (715) 292-5145
EMAIL: SIOUXRIVERSERVICES@GMAIL.COM

UTILITIES

BRIGHTSPEED OF NORTH CENTRAL WISCONSIN, LLC
(COMMUNICATIONS)
ATTN: TAYLOR AYLESWORTH
135 N 21ST STREET
SUPERIOR, WI 54880
PHONE: (980) 376-1577
EMAIL: TAYLOR.AYLESWORTH@BRIGHTSPEED.COM

CITY OF ASHLAND WATER & WASTEWATER (ELECTRICITY)
ATTN: GREG LEDIN
2020 6TH STREET E
ASHLAND, WI 54806
PH: (715) 685-1649 (OFFICE)
PH: (715) 292-1117 (MOBILE)
EMAIL: GLEDIN@COAWI.ORG

CITY OF ASHLAND WATER & WASTEWATER (SEWER)
ATTN: BRIAN LEDIN
1901 KNIGHT ROAD
ASHLAND, WI 54806
PH: (715) 685-1655 (OFFICE)
PH: (715) 209-7194 (MOBILE)
EMAIL: BLEDIN@COAWI.ORG

CITY OF ASHLAND WATER & WASTEWATER (WATER)
ATTN: BRIAN LEDIN
1901 KNIGHT ROAD
ASHLAND, WI 54806
PH: (715) 685-1655 (OFFICE)
PH: (715) 209-7194 (MOBILE)
EMAIL: BLEDIN@COAWI.ORG

XCEL ENERGY (ELECTRICITY - DISTRIBUTION)
ATTN: BEN KOZAK
2400 FARM ROAD
ASHLAND, WI 54806
(715) 682-6915
BENJAMIN.KOZAK@XCELENERGY.COM

ORDER OF SECTION 2 DETAIL SHEETS

- GENERAL NOTES
- TYPICAL SECTIONS
- MISC. CONSTRUCTION DETAILS
- CURB RAMPS
- EROSION CONTROL
- STORM SEWER (DESIGNED BY LIE, LLC)
- TRAFFIC CONTROL
- ALIGNMENT DETAILS
- SANITARY SEWER (DESIGNED BY LIE, LLC)
- WATER MAIN (DESIGNED BY LIE, LLC)



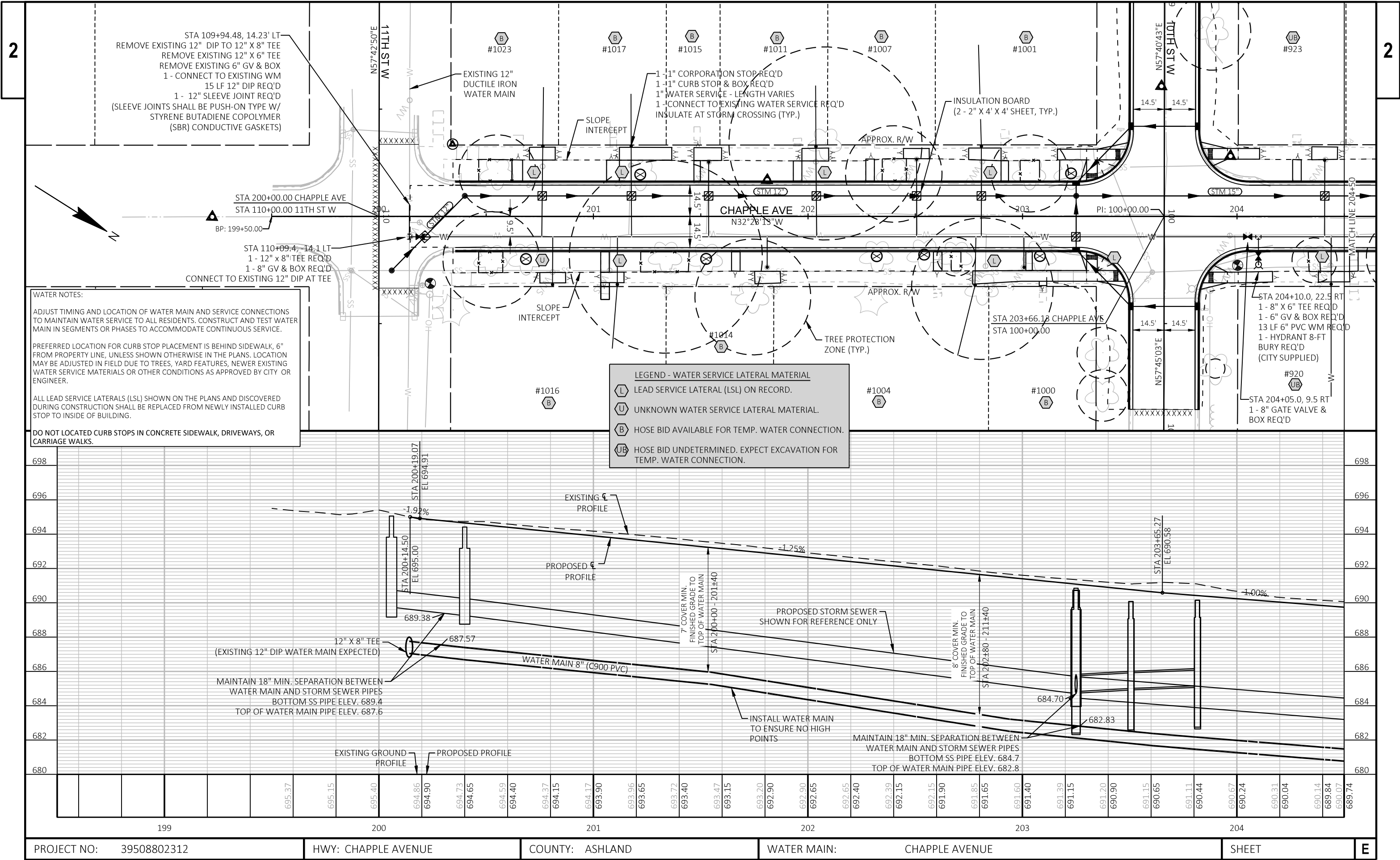
Dial  or (800)242-8511

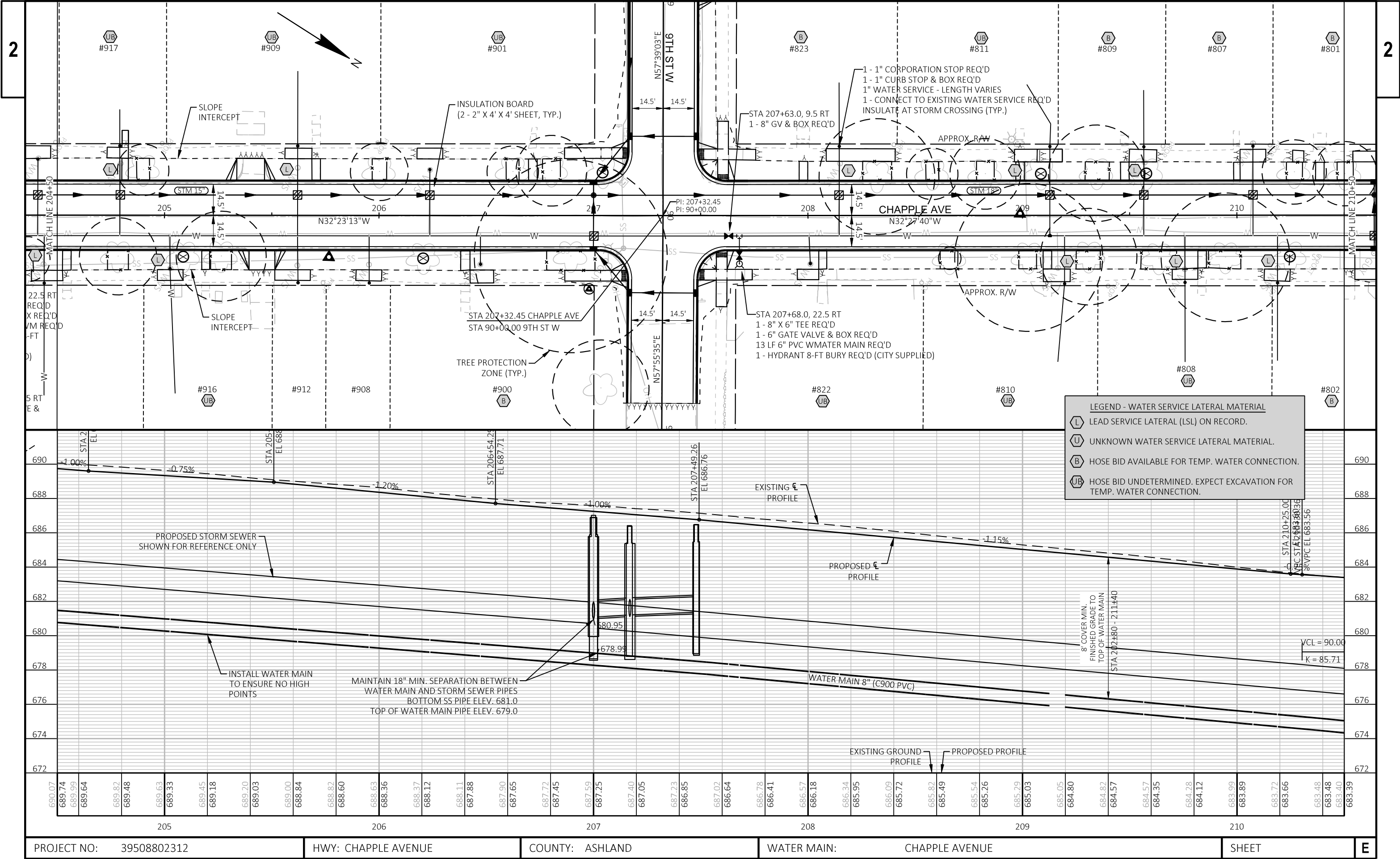
www.DiggersHotline.com

RUNOFF COEFFICIENT TABLE

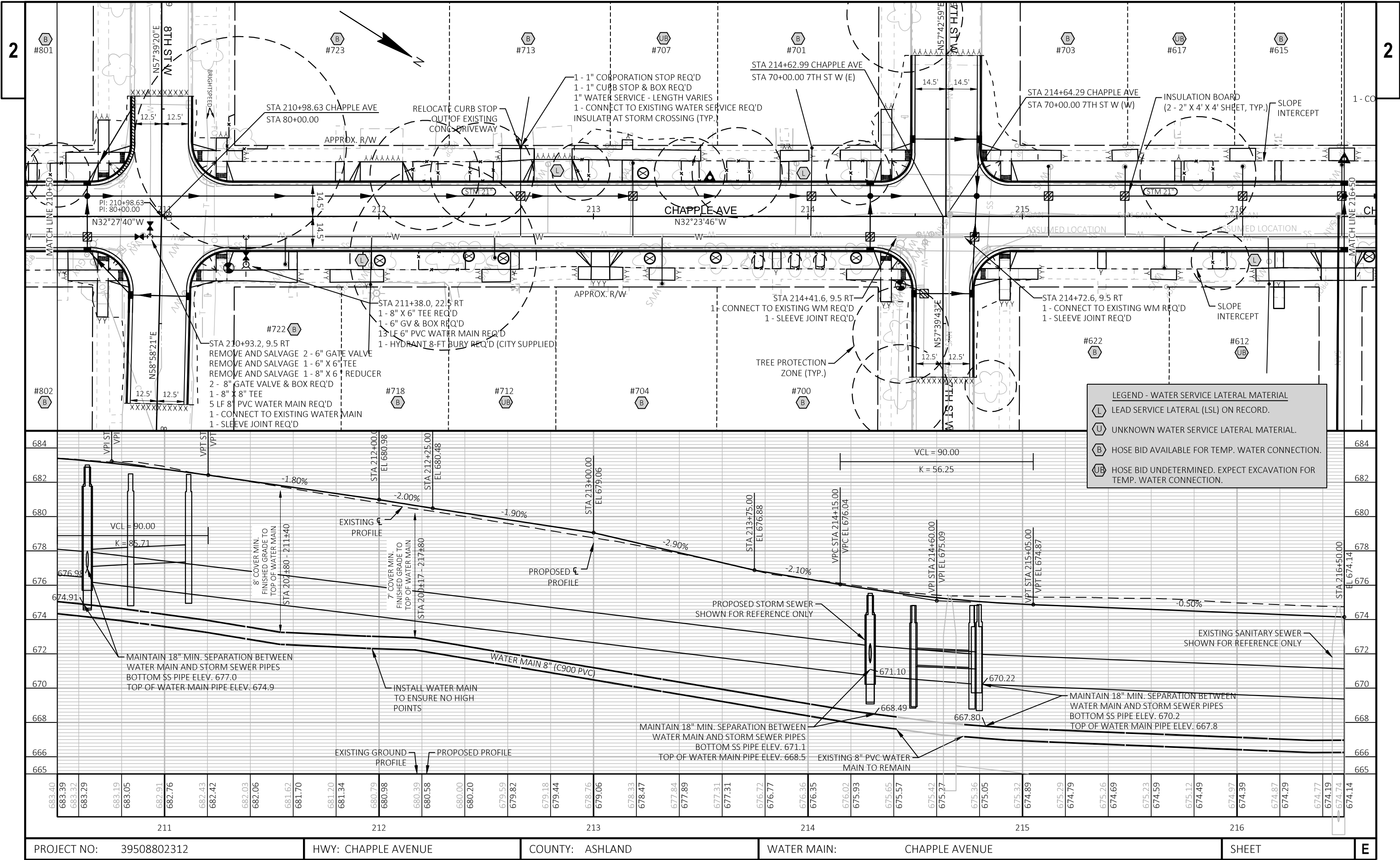
	HYDROLOGIC SOIL GROUP											
	A			B			C			D		
	SLOPE RANGE (PERCENT)			SLOPE RANGE (PERCENT)			SLOPE RANGE (PERCENT)			SLOPE RANGE (PERCENT)		
LAND USE:	0-2	2-6	6 & OVER	0-2	2-6	6 & OVER	0-2	2-6	6 & OVER	0-2	2-6	6 & OVER
ROW CROPS:	.08 .22	.16 .30	.22 .38	.12 .26	.20 .34	.27 .44	.15 .30	.24 .37	.33 .50	.19 .34	.28 .41	.38 .56
MEDIAN STRIPTURF:	.19 .24	.20 .26	.24 .30	.19 .25	.22 .28	.26 .33	.20 .26	.23 .30	.30 .37	.20 .27	.25 .32	.30 .40
SIDE SLOPETURF:			.25 .32			.27 .34			.28 .36			.30 .38
PAVEMENT:												
ASPHALT:	.70 - .95											
CONCRETE:	.80 - .95											
BRICK:	.70 - .80											
DRIVES, WALKS:	.75 - .85											
ROOFS:	.75 - .95											
GRAVEL ROADS, SHOULDERS:	.40 - .60											

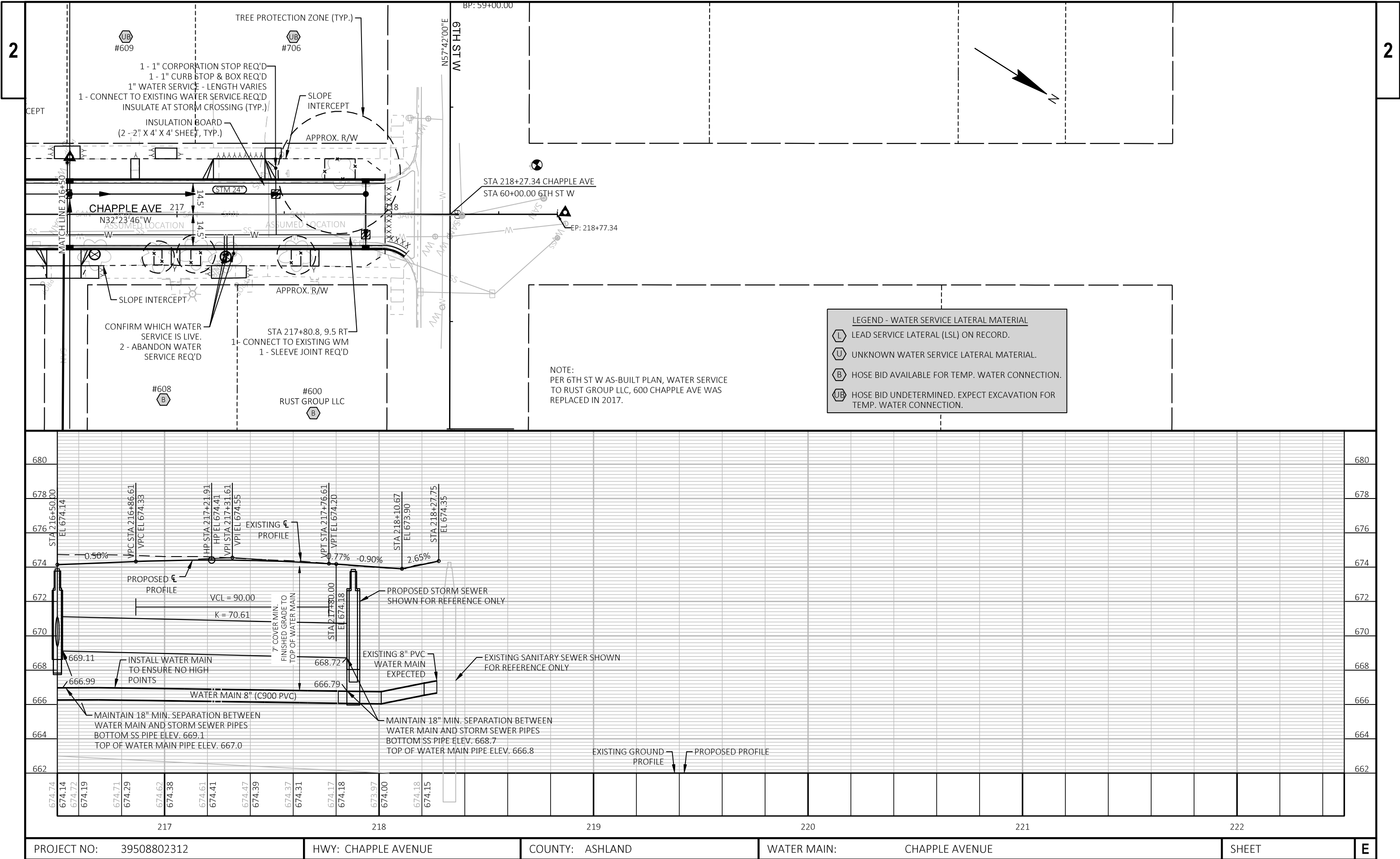
TOTAL PROJECT AREA = 6.6 ACRES
TOTAL AREA EXPECTED TO BE DISTURBED BY CONSTRUCTION ACTIVITIES = 2.7 ACRES





PROJECT NO:	39508802312	HWY: CHAPPLE AVENUE	COUNTY: ASHLAND	WATER MAIN: CHAPPLE AVENUE	SHEET	E
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2025 CHAPPLE AVE RECONSTRUCTION SPECIAL ASSESSMENT
OPINION OF PROBABLE COSTS - 5/21/25

ITEM NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	Remove Sidewalk	1056	SY	\$5.00	\$5,280.00
2	Granular Backfill	189	TN	\$13.10	\$2,475.90
A. SIDEWALK CONSTRUCTION ASSOCIATED COSTS					\$7,755.90
1	Concrete Sidewalk 4-inch	8676	SF	\$8.75	\$75,915.00
2.	Concrete Driveway 6-inch	2385	SF	\$9.89	\$23,585.00
B. SIDEWALK INSTALLATION COST					\$ 99,500.00
3.	Engineering & Construction Admin. (10%)				\$10,725.59
C. ENGINEERING & ADMIS. COSTS					\$ 10,725.59
D. WASTAGE FACTOR AND INCIDENTAL ADDITIONS (10%)					\$ 10,725.59
TOTAL ESTIMATED COST A+B+C+D					\$ 128,707.08

2025 CHAPPLE AVE RECONSTRUCTION SPECIAL ASSESSMENT
PRELIMINARY COST PER SQUARE FOOT CALCULATION

	4" Concrete (SF)	6" Concrete (SF)
Unit Bid Cost	\$8.75	\$9.89
Associated Construction	\$0.70	\$0.70
Wastage Factor and Incidental Additions	\$0.97	\$0.97
Administration and Engineering (10%)	\$0.97	\$0.97
Price per SF	\$11.50	\$12.50
50% Assessment	\$5.75	\$6.25

2025 Chapple Ave Special Assessments Quantities

PROPERTY OWNERSHIP DATA						FLANKAGE CREDIT CALCULATIONS			SPECIAL ASSESSMENT ESTIMATED QUANTITIES								COST BREAKDOWNS					SPECIAL ASSESSMENT CALCULATIONS		
PIN	OWNER FIRST NAME	OWNER LAST NAME	OWNER ADDRESS	CITY, STATE, ZIP	PROPERTY ADDRESS	FLANKAGE LENGTH	FLANKAGE SQ	TOTAL FLANKAGE CREDIT	CARRIAGE WALK	4 INCH LENGTH	4 INCH WIDTH	4 INCH SQ FT	DRIVEWAY APPROACH	6 INCH LENGTH	6 INCH WIDTH	6 INCH SQ FT	4 INCH COST PER SQ FT	4 INCH COST	6 INCH COST PER SQ FT	6 INCH COST	Owner Credits Due for Flank	TOTAL COST	PROPERTY OWNER COST (50%)	CITY COST (50%)
201-02573-0000	JASON T	DOUGLAS	822 CHAPPLE AVE	ASHLAND, WI, 54806	822 CHAPPLE AVE		0	\$ -	45	11.5	5	102.5				0	\$ 11.50	\$ 1,178.75	\$ 12.50	\$ -	\$ -	\$ 1,178.75	\$ 589.38	\$ 589.38
201-02574-0000	LISA S.	WILLIAMSON	810 CHAPPLE AVE	ASHLAND, WI, 54806	810 CHAPPLE AVE		0	\$ -	50	15	5	125				0	\$ 11.50	\$ 1,437.50	\$ 12.50	\$ -	\$ -	\$ 1,437.50	\$ 718.75	\$ 718.75
201-02575-0000	ABIGAIL J	GENTRY	808 CHAPPLE AVE	ASHLAND, WI, 54806	808 CHAPPLE AVE		0	\$ -	50	18	5	140				0	\$ 11.50	\$ 1,610.00	\$ 12.50	\$ -	\$ -	\$ 1,610.00	\$ 805.00	\$ 805.00
201-02589-0000	MURRAY & SUSAN	RIDDELL	923 CHAPPLE AVE	ASHLAND, WI, 54806	923 CHAPPLE AVE		0	\$ -	48	14.8	5	122				0	\$ 11.50	\$ 1,403.00	\$ 12.50	\$ -	\$ -	\$ 1,403.00	\$ 701.50	\$ 701.50
201-02590-0000	THOMAS & AMY	GRAVES	917 CHAPPLE AVENUE	ASHLAND, WI, 54806	917 CHAPPLE AVE		0	\$ -	60	11	5	115				0	\$ 11.50	\$ 1,322.50	\$ 12.50	\$ -	\$ -	\$ 1,322.50	\$ 661.25	\$ 661.25
201-02591-0000	DEAN	REILLY	909 CHAPPLE AVE	ASHLAND, WI, 54806	909 CHAPPLE AVE		0	\$ -	48	15	5	123	253			253	\$ 11.50	\$ 1,414.50	\$ 12.50	\$ 3,162.50	\$ -	\$ 4,577.00	\$ 2,288.50	\$ 2,288.50
201-02593-0000	MATTHEW J	HORNING	920 CHAPPLE AVE	ASHLAND, WI, 54806	920 CHAPPLE AVE		0	\$ -	50	15	5	125				0	\$ 11.50	\$ 1,437.50	\$ 12.50	\$ -	\$ -	\$ 1,437.50	\$ 718.75	\$ 718.75
201-02594-0000	JAMES D	ADAMS	7533 OAKLAND AVE S	RICHFIELD, MN, 55423	916 CHAPPLE AVE		0	\$ -	50	15	5	125	247.5			247.5	\$ 11.50	\$ 1,437.50	\$ 12.50	\$ 3,093.75	\$ -	\$ 4,531.25	\$ 2,265.63	\$ 2,265.63
201-02595-0000	JAMES D	ADAMS	7533 OAKLAND AVE S	RICHFIELD, MN, 55423	912 CHAPPLE AVE		0	\$ -		22	5	110				0	\$ 11.50	\$ 1,265.00	\$ 12.50	\$ -	\$ -	\$ 1,265.00	\$ 632.50	\$ 632.50
201-02596-0000		GARLAND CITY CORP	413 14TH AVE WEST	ASHLAND, WI, 54806	908 CHAPPLE AVE		0	\$ -		15	5	75				0	\$ 11.50	\$ 862.50	\$ 12.50	\$ -	\$ -	\$ 862.50	\$ 431.25	\$ 431.25
201-02597-0000	JOHN & JENETTE	KELLY	900 CHAPPLE AVE	ASHLAND, WI, 54806	900 CHAPPLE AVE		0	\$ -	50	15	5	125				0	\$ 11.50	\$ 1,437.50	\$ 12.50	\$ -	\$ -	\$ 1,437.50	\$ 718.75	\$ 718.75
201-04431-0000	JACOB	LEVINGS	712 CHAPPLE AVE	ASHLAND, WI, 54806	712 CHAPPLE AVE		0	\$ -	50	15	5	125				0	\$ 11.50	\$ 1,437.50	\$ 12.50	\$ -	\$ -	\$ 1,437.50	\$ 718.75	\$ 718.75
201-04430-0000	JUSTIN & BREANA	COOPER	704 CHAPPLE AVE	ASHLAND, WI, 54807	704 CHAPPLE AVE		0	\$ -		24.5	5	122.5	160	10	5	210	\$ 11.50	\$ 1,408.75	\$ 12.50	\$ 2,625.00	\$ -	\$ 4,033.75	\$ 2,016.88	\$ 2,016.88
201-04429-0000	DAVID & KATHERINE	SIEGLER	700 CHAPPLE AVE	ASHLAND, WI, 54806	700 CHAPPLE AVE		0	\$ -	50		5	50				0	\$ 11.50	\$ 575.00	\$ 12.50	\$ -	\$ -	\$ 575.00	\$ 287.50	\$ 287.50
201-04433-0000	JEFFREY D. & DEBRA S.	LEWIS	722 CHAPPLE AVENUE	ASHLAND, WI, 54806	722 CHAPPLE AVE		0	\$ -	50	18	5	140				0	\$ 11.50	\$ 1,610.00	\$ 12.50	\$ -	\$ -	\$ 1,610.00	\$ 805.00	\$ 805.00
201-04432-0000	BRANT	KUCERA	718 CHAPPLE AVE	ASHLAND, WI, 54806	718 CHAPPLE AVE		0	\$ -	50	26.5	5	182.5				0	\$ 11.50	\$ 2,098.75	\$ 12.50	\$ -	\$ -	\$ 2,098.75	\$ 1,049.38	\$ 1,049.38
201-02576-0000	JOSHUA J.	HEGMAN	802 CHAPPLE AVE	ASHLAND, WI, 54806	802 CHAPPLE AVE		0	\$ -	60	10	5	110				0	\$ 11.50	\$ 1,265.00	\$ 12.50	\$ -	\$ -	\$ 1,265.00	\$ 632.50	\$ 632.50
201-02592-0000	MICHAEL & ELENA	NOSKOVIAK	901 CHAPPLE AVE	ASHLAND, WI, 54806	901 CHAPPLE AVE		0	\$ -	48	15	5	123				0	\$ 11.50	\$ 1,414.50	\$ 12.50	\$ -	\$ -	\$ 1,414.50	\$ 707.25	\$ 707.25
201-04435-0000	JAMES	CAREY	823 CHAPPLE AVE	ASHLAND, WI, 54806	823 CHAPPLE AVE		0	\$ -	36	32	5	196				0	\$ 11.50	\$ 2,254.00	\$ 12.50	\$ -	\$ -	\$ 2,254.00	\$ 1,127.00	\$ 1,127.00
201-04436-0000	STEPHEN & PATRICIA	SCHRAUFNAGEL	811 CHAPPLE AVE	ASHLAND, WI, 54806	811 CHAPPLE AVE		0	\$ -	48	32	5	208				0	\$ 11.50	\$ 2,392.00	\$ 12.50	\$ -	\$ -	\$ 2,392.00	\$ 1,541.00	\$ 851.00
201-04437-0000	ANNA M	CORBINE	809 CHAPPLE AVE	ASHLAND, WI, 54806	809 CHAPPLE AVE		0	\$ -	48	16	5	128				0	\$ 11.50	\$ 1,472.00	\$ 12.50	\$ -	\$ -	\$ 1,472.00	\$ 736.00	\$ 736.00
201-04438-0000	BRIAN C	NEIMAN	807 CHAPPLE AVE	ASHLAND, WI, 54806	807 CHAPPLE AVE		0	\$ -	36	16.5	5	118.5				0	\$ 11.50	\$ 1,362.75	\$ 12.50	\$ -	\$ -	\$ 1,362.75	\$ 681.38	\$ 681.38
201-04439-0000	MATTHEW J.	HUDSON	801 CHAPPLE AVE	ASHLAND, WI, 54806	801 CHAPPLE AVE		0	\$ -	48	6	5	78				0	\$ 11.50	\$ 897.00	\$ 12.50	\$ -	\$ -	\$ 897.00	\$ 448.50	\$ 448.50
201-04417-0000	LUKE S	SCHRAUFNAGEL	723 CHAPPLE AVE	ASHLAND, WI, 54806	723 CHAPPLE AVE		0	\$ -	50			50	399			399	\$ 11.50	\$ 575.00	\$ 12.50	\$ 4,987.50	\$ -	\$ 5,562.50	\$ 2,781.25	\$ 2,781.25
201-04418-0000	SUZAN	MACKENZIE-SMITH	713 CHAPPLE AVE	ASHLAND, WI, 54806	713 CHAPPLE AVE		0	\$ -	50	28.8	5	194	372.1			372.1	\$ 11.50	\$ 2,231.00	\$ 12.50	\$ 4,651.25	\$ -	\$ 6,882.25	\$ 3,441.13	\$ 3,441.13
201-04419-0000	FRANCIS & KAREN	LARSON	707 CHAPPLE AVENUE	ASHLAND, WI, 54806	707 CHAPPLE AVE		0	\$ -	90	40.8	5	294				0	\$ 11.50	\$ 3,381.00	\$ 12.50	\$ -	\$ -	\$ 3,381.00	\$ 1,690.50	\$ 1,690.50
201-04420-0000	NATHAN & ROSE	LAWYER	701 CHAPPLE AVE	ASHLAND, WI, 54806	701 CHAPPLE AVE		0	\$ -	35	24.8	5	159				0	\$ 11.50	\$ 1,828.50	\$ 12.50	\$ -	\$ -	\$ 1,828.50	\$ 914.25	\$ 914.25
201-02808-0000	KELSEY L	FREEBORN	1004 CHAPPLE AVE	ASHLAND, WI, 54806	1004 CHAPPLE AVE		0	\$ -	50	9	5	95				0	\$ 11.50	\$ 1,092.50	\$ 12.50	\$ -	\$ -	\$ 1,092.50	\$ 546.25	\$ 546.25
201-04510-0000	THERESA	GUDERIAN	622 CHAPPLE AVE	ASHLAND, WI, 54806	622 CHAPPLE AVE		0	\$ -	50	10	5	100				0	\$ 11.50	\$ 1,150.00	\$ 12.50	\$ -	\$ -	\$ 1,150.00	\$ 575.00	\$ 575.00
201-04511-0000	DONAVAN	SCHULTE	612 CHAPPLE AVE	ASHLAND, WI, 54806	612 CHAPPLE AVE		0	\$ -	94	35.5	5	271.5				0	\$ 11.50	\$ 3,122.25	\$ 12.50	\$ -	\$ -	\$ 3,122.25	\$ 1,561.13	\$ 1,561.13
201-04509-0000	STEPHEN D	HENSLEY	608 CHAPPLE AVE	ASHLAND, WI, 54806	608 CHAPPLE AVE		0	\$ -	50	19.5	5	147.5				0	\$ 11.50	\$ 1,696.25	\$ 12.50	\$ -	\$ -	\$ 1,696.25	\$ 848.13	\$ 848.13
201-04508-0000		RUST GROUP LLC	5344 FISH LAKE DAM RD	DULUTH, MN, 55803	600 CHAPPLE AVE		0	\$ -	50	5	5	75				0	\$ 11.50	\$ 862.50	\$ 12.50	\$ -	\$ -	\$ 862.50	\$ 431.25	\$ 431.25
201-03839-0000	AISTIS J.	TUMAS	1016 CHAPPLE AVE	ASHLAND, WI, 54806	1016 CHAPPLE AVE		0	\$ -	80	14	5	150				0	\$ 11.50	\$ 1,725.00	\$ 12.50	\$ -	\$ -	\$ 1,725.00	\$ 862.50	\$ 862.50
201-03840-0000	CLARENCE & KAYE	CAMPBELL	1014 CHAPPLE AVE	ASHLAND, WI, 54806	1014 CHAPPLE AVE		0	\$ -	50	10	5	100				0	\$ 11.50	\$ 1,150.00	\$ 12.50	\$ -	\$ -	\$ 1,150.00	\$ 575.00	\$ 575.00
201-02809-0000	KATHLEEN L	CHASE REVOCABLE LIVING TRUST	1000 CHAPPLE AVE	ASHLAND, WI, 54806	1000 CHAPPLE AVE		0	\$ -	38.5	32.4	5	200.5				0	\$ 11.50	\$ 2,305.75	\$ 12.50	\$ -	\$ -	\$ 2,305.75	\$ 1,152.88	\$ 1,152.88
201-03833-0000		CABCO HOLDINGS, LLC	66816 BAYFRONT RD	ASHLAND, WI, 54806	1023 CHAPPLE AVE		0	\$ -	58.5	15	5	133.5				0	\$ 11.50	\$ 1,535.25	\$ 12.50	\$ -	\$ -	\$ 1,535.25	\$ 767.63	\$ 767.63
201-03834-0000	JANET	LYBERG	1017 CHAPPLE AVE	ASHLAND, WI, 54806	1017 CHAPPLE AVE		0	\$ -	50	30	5	200				0	\$ 11.50	\$ 2,300.00	\$ 12.50	\$ -	\$ -	\$ 2,300.00	\$ 1,150.00	\$ 1,150.00
201-03835-0000	KEITH	HERSHBERGER	23100 BENOIT RD	MASON, WI, 54856	1015 CHAPPLE AVE		0	\$ -	30	15.5	5	107.5				0	\$ 11.50	\$ 1,236.25	\$ 12.50	\$ -	\$ -	\$ 1,236.25	\$ 618.13	\$ 618.13
201-03836-0000	WILLIAM A	REARDON	1011 CHAPPLE AVE	ASHLAND, WI, 54806	1011 CHAPPLE AVE		0	\$ -	56	18	5	146				0	\$ 11.50	\$ 1,679.00	\$ 12.50	\$ -	\$ -	\$ 1,679.00	\$ 839.50	\$ 839.50
201-03837-0000	CAROL	MONROE	23100 BENOIT RD	MASON, WI, 54856	1007 CHAPPLE AVE		0	\$ -	53.2	15	5	128.2				0	\$ 11.50	\$ 1,474.30	\$ 12.50	\$ -	\$ -	\$ 1,474.30	\$ 737.15	\$ 737.15
201-03838-0000	JENNA R	INGERSOLL	1001 CHAPPLE AVE	ASHLAND, WI, 54806	1001 CHAPPLE AVE		0	\$ -	48	24.8	5	172				0	\$ 11.50	\$ 1,978.00	\$ 12.50	\$ -	\$ -	\$ 1,978.00	\$ 989.00	\$ 989.00
201-04347-0000	TED ALAN	SCHLUETER	703 7TH ST W	ASHLAND, WI, 54806	703 7TH ST W	12	60	\$ 690.00		12	5	60				0	\$ 11.50	\$ 690.00	\$ 12.50	\$ -	\$ 690.00	\$ 690.00	\$ -	\$ 690.00
201-04348-0000		K&L, LLC	34 GOLF VIEW DR	SUPERIOR, WI, 54880	617 CHAPPLE AVE		0	\$ -	36	6.5	5	68.5				0	\$ 11.50	\$ 787.75	\$ 12.50	\$ -	\$ -	\$ 787.75	\$ 393.88	\$ 393.88
201-04349-0000	TYLER R	KASPAR	615 CHAPPLE AVE	ASHLAND, WI, 54806	615 CHAPPLE AVE		0	\$ -	45	16	5	125				0	\$ 11.50	\$ 1,437.50	\$ 12.5					

Reso 17833 - May 13, 2025**RESOLUTION NO. 17833****PRELIMINARY RESOLUTION DECLARING INTENT TO LEVY SPECIAL ASSESSMENTS UNDER MUNICIPAL POLICE POWER PURSUANT TO SEC. 66.0703, WI STATE STATUTE FOR THE 2025 CHAPPLE AVENUE RECONSTRUCTION PROJECT**

RESOLVED, by the Ashland Common Council, City of Ashland, Wisconsin, Ashland County, Wisconsin:

1. The Ashland Common Council hereby declares its intention to exercise its police power under §66.0703, Stats., to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by reason of the following public work and improvements:

Concrete Sidewalk Installation and Replacement
Concrete or Asphaltic Driveway Installation and Replacement
Concrete Carriage Walk Installation and Replacement

2. The property to be assessed lies within the following described assessment district:
 - a. All properties adjacent to Chapple Avenue from 6th Street West to 11th Street West, City of Ashland, Ashland County, Wisconsin.
3. The total amount assessed against the properties in the described assessment district shall not exceed 50% of the cost of the improvements.
4. The Ashland Common Council determines that the improvements constitute an exercise of the police power for the health, safety and general welfare of the municipality and its inhabitants.
5. The City Public Works Department shall prepare a report which shall consist of:
 - a. Preliminary plans and specifications for the improvements.
 - b. An estimate of the entire cost of the proposed improvements.
 - c. A statement that the property against which the assessment are proposed will be benefitted.
 - d. Schedule of proposed assessments
6. When the report is completed, the City Public Works Department shall file a copy of the report with the City Clerk for public inspection and, if state property is to be assessed, shall mail a copy of the report to the responsible state agency and, for assessments of \$50,000 or more, to the Wisconsin State Building Commission.
7. Upon receiving the report of the Public Works Department, the City Clerk shall cause notice to be given 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. This notice shall be published as a class 1 notice under Ch. 985, Stats, and copy shall be mailed, at least 10 days before the hearing, to every interested party whose address is known or can be ascertained with reasonable diligence.

8. The hearing will be held at the Ashland City Hall, 601 West Main Street, Ashland, Wisconsin, at a time set by the City Clerk in accordance with §66.0703, Stats., which shall be not less than 10 nor more than 40 days after publication. People will be able to attend virtually or in person.
9. The number of installments in which the assessment against any parcel may be paid shall be determined at the hearing provided for in paragraph 7, above.

HISTORY

Adopted by Res. [17833](#) on 5/13/2025

Ref: 2025-151

COUNCIL AGENDA: 8.D.
(6/24/2025)

SUBJECT: Approve a Final Resolution Authorizing Public Improvement and Levying Sidewalk Special Assessments against Benefited Property in the City of Ashland, Ashland County, Wisconsin for the 2025 Chapple Avenue Reconstruction Project (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: Council approved the preliminary resolution on May 13, 2025
City Administrator
Public Works Director

EXHIBITS: 1. Proposed Final Resolution No. 17841

EXPENDITURES REQUIRED: \$ 118,780.00 Total Est. Cost of Sidewalk Replacement
\$ 72,112.43 City Portion
\$ 46,667.57 Special Assessments*

***Assessable Costs are \$93,910.05, of which 50% is to be paid by special assessment.**

AMOUNT BUDGETED: \$ 72,112.43 Fund 470 Street Improvements (City Portion of Sidewalk Construction)

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH CHAPTER 51: The Council as Committee of the Whole previously discussed and approved a preliminary resolution and approved for this item to move forward to the Council for formal approval.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The City of Ashland "will work to protect and strengthen our natural setting and resources; our small city character and our sense of community; our heritage; our arts, architectural roots, and recreational assets; and our economic prosperity."

SUMMARY STATEMENT:

After Council has heard from citizens during the Public Hearing, Council shall direct staff to make any appropriate changes to the Preliminary Special Assessment Report and pass the final resolution authorizing public improvement and levying sidewalk special assessments against benefited property in the City of Ashland, Ashland County, Wisconsin.

At their May 13, 2025 meeting, Council approved Preliminary Resolution No. 17833 directing staff to prepare a report for the special assessments described below, as required by Wisconsin Statute 66.0703.

As proposed by City staff, the special assessments would total \$46,667.53. There are 46 properties in the assessment district described in the preliminary resolution declaring the intent to levy special assessments.

For the 46 affected properties, the assessments range from \$431.25 to a high of \$3,015.63, with an average assessment is \$1,014.51.

Per the City's Sidwalk Special Assessment Policy, assessments may be paid in full, or via ten annual installments to the City of Ashland.

Per Wisconsin Statute 66.0715, the repayment terms may be deferred on the terms and in the manner prescribed by the governing body. On March 29, 2023, City Council approved revisions to the Special Assessment Hardship Policy which, in short, allows qualifying property owners to apply for deferral of the special assessment if the property owner meets prescribed income requirements. For the duration of time that property owners meet these income requirements, the property would be eligible to have the annual special assessment payment deferred until the sale or transfer of the property. City funds would then be used to make the annual payments during the period of deferral. Property owners are required to annually certify their income via a copy of their federal tax return.

Staff is recommending approval of the final resolution authorizing public improvement and levying sidewalk special assessments against benefited property in the City of Ashland, Ashland County, Wisconsin for the 2025 Chapple Avenue Reconstruction Project.

RESOLUTION No. 17481

FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT AND LEVYING SIDEWALK SPECIAL ASSESSMENTS AGAINST BENEFITED PROPERTY IN THE CITY OF ASHLAND, ASHLAND COUNTY, WISCONSIN FOR THE 2025 CHAPPLE AVENUE RECONSTRUCTION PROJECT

WHEREAS, the Common Council for the City of Ashland, Ashland County, Wisconsin, held a public hearing at the Ashland City Hall, 601 Main Street West, Ashland, Wisconsin, at 6:00 p.m. on June 24, 2025 for the purpose of hearing all interested persons concerning the preliminary resolution and report of the Ashland Department of Public Works, including preliminary assessments against benefited property, and heard all persons who desired to speak at the hearing.

NOW, THEREFORE, BE IT RESOLVED, the Common Council for the City of Ashland determines as follows:

1. The sidewalk special assessment report of the Ashland Department of Public Works, a copy of which is attached hereto and incorporated herein as if fully set forth herein, including the plans and specifications and assessments set forth therein, is adopted and approved.

2. The project engineer shall advertise for bids and supervise construction of the improvements in accordance with the report hereby adopted.

3. The estimated cost of the sidewalk improvements is \$118,780.00, the total assessable costs are \$93,910.05, and 50% shall be paid by special assessment against the property benefited as indicated in the report.

4. Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.

5. The final assessment shall be due within 45 days of the initial billing date. Assessments may be paid in cash or in ten annual installments to the City of Ashland Treasurer. Installments shall be placed on the next tax roll after the due date for collection and the interest rate will be the true interest cost of the 2024A general obligation promissory note (4.043%) issue plus 1% admin fee per annum on the unpaid balance from January 1 of the year following the levy. All assessments are due in full upon sale or transfer of property.

6. The City Clerk shall publish this resolution as a class 1 notice under Ch. 985, Stats., and mail a copy of this resolution and a statement of the final assessment against the benefited property together with notice of installment payment privileges to every property owner whose name appears on the assessment roll whose post office address is known or can with reasonable diligence be ascertained.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Ashland approve the final resolution authorizing public improvement and levying sidewalk special assessments against benefitted properties in the City of Ashland, Ashland County, Wisconsin for the 2025 Chapple Ave Reconstruction Project.

PASSED: June 24, 2025

Councilperson

ATTEST:

Denise Oliphant, City Clerk

Matthew MacKenzie, Mayor

APPROVED AS TO FORM:

Tyler W. Wickman, City Attorney

Ref: 2025-152

COUNCIL AGENDA: 8.E.
(6/24/2025)

SUBJECT: Consider a Resolution to Acknowledge Review of the 2024 Compliance Maintenance Annual Report (CMAR) for the Ashland Wastewater Utility Pursuant to the Requirements of NR 208, Wisconsin Administrative Code (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: Public Works Director
Utility Operations Manager

EXHIBITS:

1. Proposed Resolution No. 17839
2. 2020-2024 Sewer Collection Projects
3. DRAFT 2024 Compliance Maintenance Annual Report
4. FINAL 2024 Compliance Maintenance Annual Report

EXPENDITURES REQUIRED: N/A

AMOUNT BUDGETED: N/A

APPROPRIATION REQUIRED: N/A

TREASURER'S CERTIFICATE: N/A

COMPLIANCE WITH CHAPTER 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permits the Mayor and/or Clerk to schedule items directly for Council action. The Mayor and/or City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to them in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: N/A

SUMMARY STATEMENT:

Chapter NR 208 of the Wisconsin Administrative Code requires publicly and privately owned domestic wastewater plants to complete a self-evaluation of the operations of their treatment works called the Compliance Maintenance Annual Report (CMAR). The CMAR describes the wastewater management activities and performance of the sewer system during the previous calendar year.

The 2024 CMAR filed with the Wisconsin Department of Natural Resources (WI DNR) is attached for reference.

Staff are reporting continued success in the elimination of sewer overflows and in the completion of sewer collection system maintenance. Attached is some information summarizing the City's capital upgrades to the sewer collection system over the past 5 years.

In recent years, the City has received a poor rating on Financial Management, due to the fact that the Utility has not reviewed user charges or updated the equipment replacement fund (ERF) in the last eight years.

Staff spent time on these issues, with adjustment of bulk wastewater treatment rates being increased in 2024 and administrative/engineering staff completing an update of the ERF. This work will allow staff to report improved financial management.

However, staff is still working to complete a portion of the Financial Management section of the CMAR, and it will be provided to Council ahead of or at the meeting.

Council approval of the attached resolution is requested to allow for submission to the DNR ahead of the June 30, 2025 deadline.

In addition, this is an opportunity to inform Council of the need for a review of the residential, commercial and industrial wastewater rates, which is ongoing with Ehlers, Inc and is expected to be presented to the Council as part of the 2026 budget process. Discussion is also being scheduled to inform Councilors of this work.

RESOLUTION NO. 17839

**RESOLUTION TO ACKNOWLEDGE REVIEW OF THE 2024 COMPLIANCE
MAINTENANCE ANNUAL REPORT (CMAR) OF THE ASHLAND WASTEWATER
UTILITY PURSUANT TO THE REQUIREMENTS OF NR 208, WISCONSIN
ADMINISTRATIVE CODE**

WHEREAS, it is a requirement of NR 208, Wisconsin Administrative Code, to file an annual self-evaluation of the operation of the City's Wastewater Utility to the Wisconsin Department of Natural Resources; and,

WHEREAS, this annual self-evaluation is known as a Compliance Maintenance Annual Report (CMAR); and

WHEREAS, it is a requirement of NR 208 for the governing body of the City of Ashland to acknowledge it has reviewed the CMAR.

NOW THEREFORE BE IT RESOLVED that the Common Council for the City of Ashland informs the Wisconsin Department of Natural Resources that it has reviewed the 2024 CMAR;

AND BE IT FURTHER RESOLVED that the following actions will be undertaken by the Common Council for the City of Ashland:

1. Continued review of the Utility's infiltration and inflow issues.
2. Support of necessary capital improvements, specifically upgrades at the wastewater treatment plant.

PASSED: June 24, 2025

Councilperson

ATTEST: _

Denise Oliphant, City Clerk

Matthew Mac Kenzie, Mayor

APPROVED AS TO FORM

Tyler W. Wickman, City Attorney

Blocks Replaced	33
Blocks Rehab'd	190
Total Blocks Improved	223----- ~25% of System
City Funds Spent (cash)	\$1.8 million
City Funds Spent (loan)	\$4.5 million
Grant Funds Spent	\$2.6 million
Total Funds	\$8.9 million

2020 Sewer Replacement

- 7 blocks of sewer main replacement
- \$392K City funded (cash)
- Completed Fall 2020

2020 Sewer Rehab Cure In Place Pipe (CIPP)

- 25 blocks of sewer main rehab
- \$609K City funded (cash)
- completed Spring 2020

Waterfront Access Road

- 3 blocks sewer main replacement
- \$155K City funded (cash)
- Completed Summer 2021

Alley Sanitary Sewer Replacement

- 3 blocks sewer main replacement
- \$370K City funded (cash)
- Completed Summer 2023

2021 CIPP

- 56 blocks of sewer main rehab
- \$750K DNR funding (grant), \$623K City funded (30 yr loan @ 0.97%)
- Completed Summer 2021

6th St E Reconstruction

- 6 blocks of sewer main replacements
- \$215K CDGB funding (grant), \$273K City funded (cash)
- Completed Summer 2022

2022 Sanitary Sewer Replacement

- 6 blocks of sewer main replacements
- \$338K DNR funding (grant), \$900K City funded (30 yr loan @ 0.97%)
- Completed Fall 2022

2022 CIPP

- 66 blocks of sewer main rehab
- \$412K DNR funding (grant), \$956K City funded (30 yr loan @ 1.353%)
- Completed Fall 2022

2023 CIPP

- 68 blocks of sewer main rehab
- \$500K DNR funding, \$924K City funded (30 yr loan @ 1.37%)
- Completed Spring 2025

2023 Sewer Replacement

- 5 blocks sewer main replacement
- \$250K DNR funding, \$613K City funded (30 yr loan @ 1.37%)
- Completed Spring 2024

Ore Dock Access Road

- 3 blocks sewer main replacement
- \$119K DNR funding, \$175K City funded (30 yr loan @ 2%)
- Completed Summer 2024

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 **2024**

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	0.7990	x	175	x	8.34	=	1,169
February	0.7920	x	197	x	8.34	=	1,300
March	0.8029	x	236	x	8.34	=	1,577
April	1.4829	x	123	x	8.34	=	1,523
May	1.2098	x	142	x	8.34	=	1,430
June	2.0715	x	101	x	8.34	=	1,740
July	0.8406	x	188	x	8.34	=	1,315
August	0.6731	x	214	x	8.34	=	1,199
September	0.6057	x	259	x	8.34	=	1,307
October	0.7160	x	251	x	8.34	=	1,500
November	0.9049	x	150	x	8.34	=	1,134
December	0.7383	x	188	x	8.34	=	1,156

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	3.2	x	90	=	2.88
		x	100	=	3.2
Design BOD, lbs/day	3500	x	90	=	3150
		x	100	=	3500

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

0

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

● Yes Enter last calibration date (MM/DD/YYYY)

2024-05-09

○ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

● Yes

○ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

○ Yes

● No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks

Holding Tanks

Grease Traps

● Yes

● Yes

○ Yes

○ No

○ No

● No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

● Yes

99,263

gallons

○ No

Holding Tanks

● Yes

5,458,401

gallons

○ No

Grease Traps

○ Yes

● No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

There have been no known adverse affects to plant operations from receiving this waste.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

○ Yes

● No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

● Yes ○ No If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes. Our WWTP accepts leachate from Xcel Energy's fly ash and slag landfill, the capped City landfill and the Ft. James landfill. Our lab monitors BOD, pH, TSS, temperature and conductivity.	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 **2024**

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	5	1	0	0
February	30	27	6	1	0	0
March	30	27	6	1	0	0
April	30	27	7	1	0	0
May	30	27	8	1	0	0
June	30	27	6	1	0	0
July	30	27	5	1	0	0
August	30	27	4	1	0	0
September	30	27	4	1	0	0
October	30	27	5	1	0	0
November	30	27	5	1	0	0
December	30	27	5	1	0	0

* Equals limit if limit is ≤ 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

● Yes Enter last calibration date (MM/DD/YYYY)

2024-05-09

○ No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

There were no problems that threatened the treatment process over the last year.

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

● Yes

○ No

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

If Yes, please explain:

The last quarterly mercury sample from 2024 exceeded the permit limit. This was a result of accepting leachate from a new Xcel landfill. We now longer accept leachate from that landfill. The first quarter mercury sample of 2025 was was back down to less than our permitted level.

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

☐ Yes

☒ No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

☐ Yes

☐ No

☒ N/A

Please explain unless not applicable:

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	6	1	0	0
February	30	27	7	1	0	0
March	30	27	7	1	0	0
April	30	27	8	1	0	0
May	30	27	8	1	0	0
June	30	27	7	1	0	0
July	30	27	6	1	0	0
August	30	27	5	1	0	0
September	30	27	5	1	0	0
October	30	27	6	1	0	0
November	30	27	6	1	0	0
December	30	27	7	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						0
NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0						
1.2 If any violations occurred, what action was taken to regain compliance?						

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.822	1	0
February	1	0.645	1	0
March	1	0.450	1	0
April	1	0.348	1	0
May	1	0.330	1	0
June	1	0.423	1	0
July	1	0.734	1	0
August	1	0.665	1	0
September	1	0.726	1	0
October	1	0.528	1	0
November	1	0.625	1	0
December	1	0.510	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

0

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:

6/18/2025

2024

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☒ Land applied under your permit
- ☐ Publicly Distributed Exceptional Quality Biosolids
- ☐ Hauled to another permitted facility
- ☐ Landfilled
- ☐ Incinerated
- ☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

139.9 acres

2.1.2 How many acres did you use?

acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

o Yes (30 points)

● No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

● Yes

o No (10 points)

o N/A

0

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 002 - Belt Filter Press Cake

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75							<5.1							0	0
Cadmium		39	85							.54							0	0
Copper		1500	4300							230							0	0
Lead		300	840							18							0	0
Mercury		17	57							.67							0	0
Molybdenum	60		75							5.1						0		0
Nickel	336		420							16						0		0
Selenium	80		100							<9.9						0		0
Zinc		2800	7500							410							0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

● 0 (0 Points)

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 **2024**

○ 1-2 (10 Points) ○ > 2 (15 Points) 3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box) ○ Yes ○ No (10 points) ● N/A - Did not exceed limits or no HQ limit applies (0 points) ○ N/A - Did not land apply biosolids until limit was met (0 points) 3.1.3 Number of times any of the metals exceeded the ceiling limits = 0 Exceedence Points ● 0 (0 Points) ○ 1 (10 Points) ○ > 1 (15 Points) 3.1.4 Were biosolids land applied which exceeded the ceiling limit? ○ Yes (20 Points) ● No (0 Points) 3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?	0																				
4. Pathogen Control (per outfall): 4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu. <table border="1"><tr><td>Outfall Number:</td><td>002</td></tr><tr><td>Biosolids Class:</td><td>B</td></tr><tr><td>Bacteria Type and Limit:</td><td>Fecal Coliform</td></tr><tr><td>Sample Dates:</td><td>01/01/2024 - 12/31/2024</td></tr><tr><td>Density:</td><td>94</td></tr><tr><td>Sample Concentration Amount:</td><td>CFU/G TS</td></tr><tr><td>Requirement Met:</td><td>Yes</td></tr><tr><td>Land Applied:</td><td>Yes</td></tr><tr><td>Process:</td><td>Aerobic Digestion</td></tr><tr><td>Process Description:</td><td>Aerobic Digestion</td></tr></table> 4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application. 4.2.1 Was the limit exceeded or the process criteria not met at the time of land application? ○ Yes (40 Points) ● No If yes, what action was taken?	Outfall Number:	002	Biosolids Class:	B	Bacteria Type and Limit:	Fecal Coliform	Sample Dates:	01/01/2024 - 12/31/2024	Density:	94	Sample Concentration Amount:	CFU/G TS	Requirement Met:	Yes	Land Applied:	Yes	Process:	Aerobic Digestion	Process Description:	Aerobic Digestion	0
Outfall Number:	002																				
Biosolids Class:	B																				
Bacteria Type and Limit:	Fecal Coliform																				
Sample Dates:	01/01/2024 - 12/31/2024																				
Density:	94																				
Sample Concentration Amount:	CFU/G TS																				
Requirement Met:	Yes																				
Land Applied:	Yes																				
Process:	Aerobic Digestion																				
Process Description:	Aerobic Digestion																				
5. Vector Attraction Reduction (per outfall): 5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.																					

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 **2024**

Outfall Number:	002	0
Method Date:	07/23/2024	
Option Used To Satisfy Requirement:	Volatile Solids Reduction	
Requirement Met:	Yes	
Land Applied:	Yes	
Limit (if applicable):	>=38	
Results (if applicable):	55.5	
5.2 Was the limit exceeded or the process criteria not met at the time of land application? o Yes (40 Points) ● No If yes, what action was taken? 		
6. Biosolids Storage 6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site? ● >= 180 days (0 Points) o 150 - 179 days (10 Points) o 120 - 149 days (20 Points) o 90 - 119 days (30 Points) o < 90 days (40 Points) o N/A (0 Points) 6.2 If you checked N/A above, explain why. 		0
7. Issues 7.1 Describe any outstanding biosolids issues with treatment, use or overall management: 		

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 **2024**

Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing 1.1 Was your wastewater treatment plant adequately staffed last year? ● Yes ○ No If No, please explain: Could use more help/staff for: 1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping? ● Yes ○ No If No, please explain:	
2. Preventative Maintenance 2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items? ● Yes (Continue with question 2) ☐☐ ○ No (40 points)☐☐ If No, please explain, then go to question 3: 2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment? ● Yes ○ No (10 points) 2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly? ● Yes ○ Paper file system ● Computer system ○ Both paper and computer system ○ No (10 points)	0
3. O&M Manual 3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed? ● Yes ○ No	
4. Overall Maintenance /Repairs 4.1 Rate the overall maintenance of your wastewater plant. ○ Excellent ● Very good ○ Good ○ Fair ○ Poor Describe your rating:	

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

We try to keep up on all necessary maintenance and are planning several upgrades to the plant over the next few years.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 **2024**

Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

BRIAN L LEDIN

Certification No:

34526

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	X

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- Yes (0 points)
- No (20 points)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- Yes
- No
- N/A – Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- Yes
- No
- N/A – Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☒ One or more additional certified operators on staff

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

☐ An arrangement with another certified operator ☐ An arrangement with another community with a certified operator ☐ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year ☐ A consultant to serve as your certified operator ☐ None of the above (20 points) If "None of the above" is selected, please explain:	0
4. Continuing Education Credits 4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: ☐ Averaging 6 or more CECs per year. ☐ Averaging less than 6 CECs per year. Advanced Certification: ☒ Averaging 8 or more CECs per year. ☐ Averaging less than 8 CECs per year.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

Financial Management

1. Provider of Financial Information

Name:

Julie Vaillancourt

Telephone:

(715) 682-7190

(XXX) XXX-XXXX

E-Mail Address
(optional):

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

● Yes (0 points) ☐

○ No (40 points)

If No, please explain:

Info to be provided
before or at the June
25th Council mtg

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?
Year:

○ 0-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A (private facility)

2.3 Did you have a special account (e.g., CWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

○ Yes (0 points)

○ No (40 points)

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

○ 1-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR

\$ 1,591,186.36

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

\$

3.2.3 Adjusted January 1st Beginning Balance

\$

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+

\$

Compliance Maintenance Annual Report

Ashland Sewage Utility

Info to be provided
before or at the June
25th Council mtg

Reporting For:

6/18/2025

2024

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

- \$

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund?

\$

0

Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

☐ Yes

☐ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

● Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

☐ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	I&I Sanitary Sewer CIPP	\$250,000	2026
2	Seal/Repair Retention Basin	\$928,000	2027
3	New Sludge Handling Equipment or upgrade current equipment	\$500,000	2027
4	Sludge Storage Tank Improvements	\$100,000	2025
5	Activated Sludge Piping and Valving	\$250,000	2027
6	Main Lift Station Pump Upgrades	\$200,000	2026
7	Waste Water Treatment Plant Addition for More Administrative Space	\$250,000	2028
8	Pre-Treatment Upgrades and Additional Step Screen	\$500,000	2026
9	Turner Rd Lift Station Replacement	\$300,000	2025

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 **2024**

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	5,646	1,323
February	4,069	1,306
March	3,635	1,073
April	5,297	862
May	2,039	726
June	5,876	407
July	5,421	134
August	3,552	56
September	3,513	64
October	3,416	169
November	3,545	447
December	4,525	1,321
Total	50,534	7,888
Average	4,211	657

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☒ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☒ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

● No

○ Yes

Year:

By Whom:

Describe and Comment:

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:

6/18/2025

2024

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	85,342	24.77	3,445	36.24	2,355	7,234
February	78,228	22.97	3,406	37.70	2,075	5,527
March	71,810	24.89	2,885	48.89	1,469	4,851
April	72,751	44.49	1,635	45.69	1,592	4,427
May	64,261	37.50	1,714	44.33	1,450	2,599
June	70,151	62.15	1,129	52.20	1,344	775
July	71,279	26.06	2,735	40.77	1,748	452
August	72,966	20.87	3,496	37.17	1,963	392
September	81,430	18.17	4,482	39.21	2,077	443
October	66,656	22.20	3,003	46.50	1,433	735
November	66,044	27.15	2,433	34.02	1,941	1,950
December	79,012	22.89	3,452	35.84	2,205	6,500
Total	879,930	354.11		498.56		35,885
Average	73,328	29.51	2,818	41.55	1,804	2,990

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☒ Aerobic Digestion
- ☐ Anaerobic Digestion
- ☐ Biological Phosphorus Removal
- ☐ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☒ Effluent Pumping
- ☒ Fine Bubble Diffusers
- ☒ Influent Pumping
- ☒ Mechanical Sludge Processing
- ☐ Nitrification
- ☒ SCADA System
- ☒ UV Disinfection
- ☒ Variable Speed Drives
- ☐ Other:

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

7.2.2 Comments: 7.3 Future Energy Related Equipment 7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility? Possibly adding solar panels to our facility in the future to help offset electric costs.	
8. Biogas Generation 8.1 Do you generate/produce biogas at your facility? No Yes If Yes, how is the biogas used (Check all that apply): Flared Off Building Heat Process Heat Generate Electricity Other:	
9. Energy Efficiency Study 9.1 Has an Energy Study been performed for your treatment facility? No Yes Entire facility Year: By Whom: Describe and Comment: Part of the facility Year: By Whom: Describe and Comment:	

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

Total Points Generated	-
Score (100 - Total Points Generated)	-
Section Grade	-

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ☒ Yes
- ☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ☒ Yes
- ☐ No (30 points)
- ☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Preventative jetting on at least 20% of our collection system.
Televising at least 5% of our collection system.

Did you accomplish them?

- ☒ Yes
- ☐ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sanitary Sewer User Ordinance 711

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2024-12-10

Does your sewer use ordinance or other legally binding document address the following:

- ☒ Private property inflow and infiltration
 - ☒ New sewer and building sewer design, construction, installation, testing and inspection
 - ☐ Rehabilitated sewer and lift station installation, testing and inspection
 - ☐ Sewage flows satellite system and large private users are monitored and controlled, as necessary
 - ☒ Fat, oil and grease control
 - ☒ Enforcement procedures for sewer use non-compliance
 - ☒ Operation and Maintenance [NR 210.23 (4) (d)]
- Does your operation and maintenance program and equipment include the following:
- ☒ Equipment and replacement part inventories
 - ☒ Up-to-date sewer system map

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

- ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- ☒ A description of routine operation and maintenance activities (see question 2 below)
- ☒ Capacity assessment program
- ☒ Basement back assessment and correction
- ☒ Regular O&M training

☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- ☒ Construction, Inspection, and Testing
- ☐ Others:

☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐

Does your emergency response capability include:

- ☒ Responsible personnel communication procedures
- ☐ Response order, timing and clean-up
- ☒ Public notification protocols
- ☐ Training
- ☒ Emergency operation protocols and implementation procedures

☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐

☒ Special Studies Last Year (check only those that apply):

- ☐ Infiltration/Inflow (I/I) Analysis
- ☒ Sewer System Evaluation Survey (SSES)
- ☐ Sewer Evaluation and Capacity Management Plan (SECAP)
- ☒ Lift Station Evaluation Report
- ☐ Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	20.3	% of system/year
Root removal	0.5	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	5.6	% of system/year
Manhole inspections	1	% of system/year
Lift station O&M	0	# per L.S./year
Manhole rehabilitation	0	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

Private sewer I/I removal % of private services

River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

29.67	Total actual amount of precipitation last year in inches
30.36	Annual average precipitation (for your location)
53.6	Miles of sanitary sewer
11	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
26	Number of basement backup occurrences
26	Number of complaints
	Average daily flow in MGD (if available)
	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.49	Basement backups (number/sewer mile)
0.49	Complaints (number/sewer mile)
	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

We do still have an I/I problem, but it has been drastically reduced over the last several years as a result of sewer replacement and rehabilitation (CIPP) projects.

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

Ashland Sewage Utility

Last Updated: 6/18/2025 Reporting For: **2024**

☐ Yes

☒ No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

We should continue to have a reduction in I/I from the sewer replacement and reconditioning (CIPP lining) projects that took place in 2024.

5.4 What is being done to address infiltration/inflow in your collection system?

We will continue to improve our collection system with future sewer replacement and rehabilitation projects.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 2024

Grading Summary

WPDES No: 0030767

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	-			
Collection	A	4	3	12
TOTALS			31	124
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/18/2025 **2024**

Resolution or Owner's Statement

Name of Governing Body or Owner:	
Date of Resolution or Action Taken:	
Resolution Number:	
Date of Submittal:	

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = -

Collection Systems: Grade = A
(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS
(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)
G.P.A. = 4.00

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	0.7990	x	175	x	8.34	=	1,169
February	0.7920	x	197	x	8.34	=	1,300
March	0.8029	x	236	x	8.34	=	1,577
April	1.4829	x	123	x	8.34	=	1,523
May	1.2098	x	142	x	8.34	=	1,430
June	2.0715	x	101	x	8.34	=	1,740
July	0.8406	x	188	x	8.34	=	1,315
August	0.6731	x	214	x	8.34	=	1,199
September	0.6057	x	259	x	8.34	=	1,307
October	0.7160	x	251	x	8.34	=	1,500
November	0.9049	x	150	x	8.34	=	1,134
December	0.7383	x	188	x	8.34	=	1,156

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	3.2	x	90	=	2.88
		x	100	=	3.2
Design BOD, lbs/day	3500	x	90	=	3150
		x	100	=	3500

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)
2024-05-09

☐ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

- ☒ Yes
☐ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

- ☐ Yes
☒ No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

- | Septic Tanks | Holding Tanks | Grease Traps |
|--------------------------------------|--------------------------------------|-------------------------------------|
| ☒ Yes | ☒ Yes | ☐ Yes |
| ☐ No | ☐ No | ☒ No |

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks
☒ Yes 99,263 gallons

☐ No

Holding Tanks
☒ Yes 5,458,401 gallons

☐ No

Grease Traps
☐ Yes gallons

☒ No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

There have been no known adverse affects to plant operations from receiving this waste.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

- ☐ Yes
☒ No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

● Yes

○ No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

Our WWTP accepts leachate from Xcel Energy's fly ash and slag landfill, the capped City landfill and the Ft. James landfill. Our lab monitors BOD, pH, TSS, temperature and conductivity.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:

6/20/2025

2024

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	5	1	0	0
February	30	27	6	1	0	0
March	30	27	6	1	0	0
April	30	27	7	1	0	0
May	30	27	8	1	0	0
June	30	27	6	1	0	0
July	30	27	5	1	0	0
August	30	27	4	1	0	0
September	30	27	4	1	0	0
October	30	27	5	1	0	0
November	30	27	5	1	0	0
December	30	27	5	1	0	0

* Equals limit if limit is ≤ 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

☒ Yes Enter last calibration date (MM/DD/YYYY)

2024-05-09

☐ No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

There were no problems that threatened the treatment process over the last year.

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

☒ Yes

☐ No

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

If Yes, please explain:

The last quarterly mercury sample from 2024 exceeded the permit limit. This was a result of accepting leachate from a new Xcel landfill. We now longer accept leachate from that landfill. The first quarter mercury sample of 2025 was was back down to less than our permitted level.

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

☐ Yes

☒ No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

☐ Yes

☐ No

☒ N/A

Please explain unless not applicable:

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	6	1	0	0
February	30	27	7	1	0	0
March	30	27	7	1	0	0
April	30	27	8	1	0	0
May	30	27	8	1	0	0
June	30	27	7	1	0	0
July	30	27	6	1	0	0
August	30	27	5	1	0	0
September	30	27	5	1	0	0
October	30	27	6	1	0	0
November	30	27	6	1	0	0
December	30	27	7	1	0	0

* Equals limit if limit is <= 10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:		7	3
Exceedances		0	0
Points		0	0
Total Number of Points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.822	1	0
February	1	0.645	1	0
March	1	0.450	1	0
April	1	0.348	1	0
May	1	0.330	1	0
June	1	0.423	1	0
July	1	0.734	1	0
August	1	0.665	1	0
September	1	0.726	1	0
October	1	0.528	1	0
November	1	0.625	1	0
December	1	0.510	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

0

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☒ Land applied under your permit
☐ Publicly Distributed Exceptional Quality Biosolids
☐ Hauled to another permitted facility
☐ Landfilled
☐ Incinerated
☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

139.9 acres

2.1.2 How many acres did you use?

acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

o Yes (30 points)

● No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

● Yes

o No (10 points)

o N/A

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 002 - Belt Filter Press Cake

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75							<5.1							0	0
Cadmium		39	85							.54							0	0
Copper		1500	4300							230							0	0
Lead		300	840							18							0	0
Mercury		17	57							.67							0	0
Molybdenum	60		75							5.1						0		0
Nickel	336		420							16						0		0
Selenium	80		100							<9.9						0		0
Zinc		2800	7500							410							0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

● 0 (0 Points)

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

☐ 1-2 (10 Points)

☐ > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

☐ Yes

☐ No (10 points)

● N/A - Did not exceed limits or no HQ limit applies (0 points)

☐ N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

● 0 (0 Points)

☐ 1 (10 Points)

☐ > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

☐ Yes (20 Points)

● No (0 Points)

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2024 - 12/31/2024
Density:	94
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Aerobic Digestion
Process Description:	Aerobic Digestion

0

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

☐ Yes (40 Points)

● No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:

6/20/2025

2024

Outfall Number:	002	0
Method Date:	07/23/2024	
Option Used To Satisfy Requirement:	Volatile Solids Reduction	
Requirement Met:	Yes	
Land Applied:	Yes	
Limit (if applicable):	>=38	
Results (if applicable):	55.5	
5.2 Was the limit exceeded or the process criteria not met at the time of land application? ☐ Yes (40 Points) ☒ No If yes, what action was taken?		
6. Biosolids Storage 6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site? ☒ >= 180 days (0 Points) ☐ 150 - 179 days (10 Points) ☐ 120 - 149 days (20 Points) ☐ 90 - 119 days (30 Points) ☐ < 90 days (40 Points) ☐ N/A (0 Points) 6.2 If you checked N/A above, explain why.		
7. Issues 7.1 Describe any outstanding biosolids issues with treatment, use or overall management:		

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:

6/20/2025

2024

Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing 1.1 Was your wastewater treatment plant adequately staffed last year? ● Yes ○ No If No, please explain: Could use more help/staff for: 1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping? ● Yes ○ No If No, please explain:	
2. Preventative Maintenance 2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items? ● Yes (Continue with question 2) □□ ○ No (40 points) □□ If No, please explain, then go to question 3: 2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment? ● Yes ○ No (10 points) 2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly? ● Yes ○ Paper file system ● Computer system ○ Both paper and computer system ○ No (10 points)	0
3. O&M Manual 3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed? ● Yes ○ No	
4. Overall Maintenance /Repairs 4.1 Rate the overall maintenance of your wastewater plant. ○ Excellent ● Very good ○ Good ○ Fair ○ Poor Describe your rating:	

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

We try to keep up on all necessary maintenance and are planning several upgrades to the plant over the next few years.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:

6/20/2025

2024

Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

BRIAN L LEDIN

Certification No:

34526

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	X

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- Yes (0 points)
- No (20 points)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- Yes
- No
- N/A – Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- Yes
- No
- N/A – Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☒ One or more additional certified operators on staff

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

☐ An arrangement with another certified operator ☐ An arrangement with another community with a certified operator ☐ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year ☐ A consultant to serve as your certified operator ☐ None of the above (20 points) If "None of the above" is selected, please explain: 	0
4. Continuing Education Credits 4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: ☐ Averaging 6 or more CECs per year. ☐ Averaging less than 6 CECs per year. Advanced Certification: ☒ Averaging 8 or more CECs per year. ☐ Averaging less than 8 CECs per year.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:

6/20/2025

2024

Financial Management

1. Provider of Financial Information

Name:

Julie Vaillancourt

Telephone:

(715) 682-7190

(XXX) XXX-XXXX

E-Mail Address
(optional):

jvaillancourt@coawi.org

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

- Yes (0 points) ☐
- No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?
Year:

2024

- 0-2 years ago (0 points) ☐
- 3 or more years ago (20 points) ☐
- N/A (private facility)

2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

- Yes (0 points)
- No (40 points)

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

2024

- 1-2 years ago (0 points) ☐
- 3 or more years ago (20 points) ☐
- N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR

\$ 1,591,186.36

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

\$ 0.00

3.2.3 Adjusted January 1st Beginning Balance

\$ 1,591,186.36

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+ \$ 197,677.90

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:

6/20/2025

2024

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

\$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 1,788,864.26

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund? \$ 1,890,001.00

0

Please note: If you had a CFWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

☐ Yes

☒ No

If No, please explain.

Switching from itemized schedule to percentage schedule for minimum balance calculation requirement.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

☒ Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

☐ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	I&I Sanitary Sewer CIPP	\$250,000	2026
2	Seal/Repair Retention Basin	\$928,000	2027
3	New Sludge Handling Equipment or upgrade current equipment	\$500,000	2027
4	Sludge Storage Tank Improvements	\$100,000	2025
5	Activated Sludge Piping and Valving	\$250,000	2027
6	Main Lift Station Pump Upgrades	\$200,000	2026
7	Waste Water Treatment Plant Addition for More Administrative Space	\$250,000	2028
8	Pre-Treatment Upgrades and Additional Step Screen	\$500,000	2026
9	Turner Rd Lift Station Replacement	\$300,000	2025

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 11

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	5,646	1,323
February	4,069	1,306
March	3,635	1,073
April	5,297	862
May	2,039	726
June	5,876	407
July	5,421	134
August	3,552	56
September	3,513	64
October	3,416	169
November	3,545	447
December	4,525	1,321
Total	50,534	7,888
Average	4,211	657

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☒ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☒ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- ☒ No
- ☐ Yes

Year:

By Whom:

Describe and Comment:

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:

6/20/2025

2024

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	85,342	24.77	3,445	36.24	2,355	7,234
February	78,228	22.97	3,406	37.70	2,075	5,527
March	71,810	24.89	2,885	48.89	1,469	4,851
April	72,751	44.49	1,635	45.69	1,592	4,427
May	64,261	37.50	1,714	44.33	1,450	2,599
June	70,151	62.15	1,129	52.20	1,344	775
July	71,279	26.06	2,735	40.77	1,748	452
August	72,966	20.87	3,496	37.17	1,963	392
September	81,430	18.17	4,482	39.21	2,077	443
October	66,656	22.20	3,003	46.50	1,433	735
November	66,044	27.15	2,433	34.02	1,941	1,950
December	79,012	22.89	3,452	35.84	2,205	6,500
Total	879,930	354.11		498.56		35,885
Average	73,328	29.51	2,818	41.55	1,804	2,990

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☒ Aerobic Digestion
- ☐ Anaerobic Digestion
- ☐ Biological Phosphorus Removal
- ☐ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☒ Effluent Pumping
- ☒ Fine Bubble Diffusers
- ☒ Influent Pumping
- ☒ Mechanical Sludge Processing
- ☐ Nitrification
- ☒ SCADA System
- ☒ UV Disinfection
- ☒ Variable Speed Drives
- ☐ Other:

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

Possibly adding solar panels to our facility in the future to help offset electric costs.

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

● No

○ Yes

If Yes, how is the biogas used (Check all that apply):

☐ Flared Off

☐ Building Heat

☐ Process Heat

☐ Generate Electricity

☐ Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

● No

○ Yes

☐ Entire facility

Year:

By Whom:

Describe and Comment:

☐ Part of the facility

Year:

By Whom:

Describe and Comment:

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:

6/20/2025

2024

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

☒ Yes

☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

☒ Yes

☐ No (30 points)

☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Preventative jetting on at least 20% of our collection system.
Televising at least 5% of our collection system.

Did you accomplish them?

☒ Yes

☐ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

☒ Organizational structure and positions (eg. organizational chart and position descriptions)

☒ Internal and external lines of communication responsibilities

☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sanitary Sewer User Ordinance 711

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2024-12-10

Does your sewer use ordinance or other legally binding document address the following:

☒ Private property inflow and infiltration

☒ New sewer and building sewer design, construction, installation, testing and inspection

☐ Rehabilitated sewer and lift station installation, testing and inspection

☐ Sewage flows satellite system and large private users are monitored and controlled, as necessary

☒ Fat, oil and grease control

☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

☒ Equipment and replacement part inventories

☒ Up-to-date sewer system map

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:

6/20/2025

2024

- ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- ☒ A description of routine operation and maintenance activities (see question 2 below)
- ☒ Capacity assessment program
- ☒ Basement back assessment and correction
- ☒ Regular O&M training
- ☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐
- What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- ☒ Construction, Inspection, and Testing
- ☐ Others:

- ☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐
- Does your emergency response capability include:
- ☒ Responsible personnel communication procedures
- ☐ Response order, timing and clean-up
- ☒ Public notification protocols
- ☐ Training
- ☒ Emergency operation protocols and implementation procedures
- ☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐
- ☒ Special Studies Last Year (check only those that apply):
- ☐ Infiltration/Inflow (I/I) Analysis
- ☒ Sewer System Evaluation Survey (SSES)
- ☐ Sewer Evaluation and Capacity Management Plan (SECAP)
- ☒ Lift Station Evaluation Report
- ☐ Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	20.3	% of system/year
Root removal	0.5	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	5.6	% of system/year
Manhole inspections	1	% of system/year
Lift station O&M	0	# per L.S./year
Manhole rehabilitation	0	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

Private sewer I/I removal % of private services

River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

29.67	Total actual amount of precipitation last year in inches
30.36	Annual average precipitation (for your location)
53.6	Miles of sanitary sewer
11	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
26	Number of basement backup occurrences
26	Number of complaints
	Average daily flow in MGD (if available)
	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.49	Basement backups (number/sewer mile)
0.49	Complaints (number/sewer mile)
	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

● Yes

○ No

If Yes, please describe:

We do still have an I/I problem, but it has been drastically reduced over the last several years as a result of sewer replacement and rehabilitation (CIPP) projects.

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

Ashland Sewage Utility

6/20/2025

2024

We will continue to improve our collection system with future sewer replacement and rehabilitation projects.

A

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

Grading Summary

WPDES No: 0030767

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			32	128
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

Compliance Maintenance Annual Report

Ashland Sewage Utility

Last Updated: Reporting For:
6/20/2025 2024

Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00

Ref: 2025-153

COUNCIL AGENDA: 8.F.
(6/24/2025)

SUBJECT: Consider an Application for Alcohol Beverage License Class C Wine from Gabriele's German Cookies, Chocolates & Gifts, Agent Gabrielle Block (*Clerk*) Voice

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: Clerk

EXHIBITS: 1. Alcohol Beverage Application - redacted

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED: NA

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE: The Treasurer's Office has certified that Gabriele's German Cookies, Chocolates & Gifts is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH CHAPTER 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permits the Mayor and/or Clerk to schedule items directly for Council action. The Mayor and/or City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to them in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: NA

SUMMARY STATEMENT:

Gabriele Block submitted an application for a Class C - Wine alcohol license for Gabriele's German Cookies, Chocolates & Gifts at Main Street West, Ashland.

The State Legislature passed the 2023 Wisconsin Act 73 in 2023 which now allows for retail establishments to offer wine tasting and sales. Council had input on an amendment to [Chapter 922](#) to designate the types of businesses to be allowed to obtain such license. Those businesses included that of Gabriele's retail store.

The owner is asking to offer wine and samples, and to sell wine to compliment the chocolates and gifts that she already offers. A Class C license would allow her to do this with Council's approval.

Alcohol Beverage
Individual Questionnaire

Date

All individuals involved in the alcohol beverage business must complete this form, including:

- ☒ sole proprietor
- ☐ all partners of a partnership
- ☐ all officers, directors, and agent of a corporation or nonprofit organization
- ☐ members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Gabriele Block

2. Business Trade Name or DBA

Gabriele's German Cookies, Chocolates & Gifts

3. Entity Type (check one)

☒ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization

Part B: Individual Information

1. Last Name

Block

2. First Name

Gabriele

3. M.I.

I

4. Relationship to Business (Title)

Owner / operator

5. Email

gabrielesgermansweets@
centurylink.net

6. Phone

715-682-2114

7. Home Address

76564 Block Road

8. City

Mellen

9. State

Wi

10. Zip Code

54546

11. Date of Birth

12. Drivers License/State ID Number

13. Drivers License/State ID State of Issuance

Wisconsin

Part C: Address History

1. Do you currently reside in Wisconsin? ☒ Yes ☐ No

If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application?

Years

40

Months

2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.

Previous Address 1

always the same

City

State

Zip Code

Previous Address 2

City

State

Zip Code

Previous Address 3

City

State

Zip Code

Previous Address 4

City

State

Zip Code

Previous Address 5

City

State

Zip Code

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State

County

Wi

Ashland

State

County

State

County

State

County

State

County

Germany

State

County

State

County

State

County

Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature <i>Gabrielle Bloch</i>	Date 6-5-2025
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Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only
Municipality
License Period

License(s) Requested: (up to two boxes may be checked)

- ☐ Class "A" Beer \$ ☐ Class "B" Beer \$
- ☐ "Class A" Liquor \$ ☐ "Class B" Liquor \$
- ☐ "Class A" Liquor (cider only) \$ ☐ Reserve "Class B" Liquor \$
- ☒ "Class C" Liquor (wine only) \$ 100

Fees	
License Fees	\$ <u>100</u>
Background Check Fee	\$
Publication Fee	\$ <u>15</u>
Total Fees	\$ <u>115</u>

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) <u>Gabriele Block</u>			
2. Business Trade Name or DBA <u>Gabriele's German Cookies Chocolates & Gifts</u>			
3. FEIN <u>46-4879384</u>		4. Wisconsin Seller's Permit Number <u>456-0001-7223-39-03</u>	
5. Entity Type (check one) ☒ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization			
6. State of Organization <u>Wisconsin</u>		7. Date of Organization <u>04-01-2004</u>	
8. Wisconsin DFI Registration Number			
9. Premises Address <u>413 Main St. W.</u>			
10. City <u>Ashland</u>		11. State <u>WI</u>	12. Zip Code <u>54806</u>
13. County <u>Ashland</u>	14. Governing Municipality: ☒ City ☐ Town ☐ Village of: <u>Ashland</u>		15. Aldermanic District
16. Premises Phone <u>715-682-2114</u>	17. Premises Email <u>gabrielesgermansweets@centurylink.net</u>		18. Website <u>gabrielesgermansweets.com</u>
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <u>2 story building. Business on bottom floor. Salesroom, kitchen, storage room. Records are kept in the kitchen (desk area)</u>			
20. Mailing Address (if different from premises address) <u>same</u>			
21. City		22. State	23. Zip Code

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No
- If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? ☐ Yes ☒ No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? ☐ Yes ☒ No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity Gabriele Block	4b. Business Entity FEIN 46-4879384
--	---

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ☐ Yes ☒ No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? ☐ Yes ☒ No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ☐ Yes ☐ No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Block	Gabriele	owner	715-682/2114

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Gabriele	First Name Block	M.I. 1
Title owner/operator	Email gabrielesgermansweets@centurylink.net	Phone 715-682-2114
Signature Gabriele Block		Date 6-5-2025

Part E: For Clerk Use Only

Date Application Was Filed With Clerk	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

Alcohol Beverage
Appointment of Agent

Date

Agent Type (check one)

- ☒ Original (no fee) ☐ Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Gabriele Block

2. Business Trade Name or DBA

Gabriele's German Cookies, Chocolates & Gift

3. Entity Type (check one)

- ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

- ☒ Municipal Retail License ☐ State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

Part B: Agent Information

1. Last Name

Block

2. First Name

Gabriele

3. M.I.

I

4. Email

gabrielesgermansweets@centurylink.net

5. Phone

715-682-2114

6. Home Address

76564 Block Road

7. City

Mellen

8. State

Wi

9. Zip Code

54806 51546

10. Age

65

11. Drivers License/State ID Number

12. Drivers License/State ID State of Issuance

Wisconsin

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? ☐ Yes ☐ No
Submit proof of completion.
2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire*? ☒ Yes ☐ No
Submit a completed Form AB-100 with this form.
3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.

Continued →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Block	First Name Gabriele	M.I. 1
Title owner / operator	Email gabrielesgermansweets@centurylink.net	Phone 715-682-2114
Signature Gabriele Block		Date 6-5-2025

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Block	First Name Gabriele	M.I. 1
Signature Gabriele Block		Date 6-5-2025

Ref: 2025-154

**COUNCIL AGENDA:
8.G. (6/24/2025)**

SUBJECT: Consider an Alcohol Beverage License Application for Class B Fermented Malt Beverage and Class C Wine License for Frankie's Family Pizza LLC, and Agent Mike Welty (*Clerk*) Voice

RECOMMENDATION: Approve

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: City Clerk

EXHIBITS:

1. Alcohol Beverage License Application - Redacted
2. Appointment of Agent - redacted

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE: The Treasurer's Office has certified on that Frankie's Family Pizza LLC is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH CHAPTER 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permits the Mayor and/or Clerk to schedule items directly for Council action. The Mayor and/or City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to them in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: NA

SUMMARY STATEMENT:

Frankie's Family Pizza, LLC dba Frankie's Pizza at 1315 Lake Shore Drive East, submitted an application to the City Clerk's office for an alcohol beverage license. Frankie's offers beer and wine to their dine-in customers, but no intoxicating liquor.

An application was not received in time to include in the group approval of licenses, which Council approved on June 10, 2025. Therefore a separate notice for this entity was published in the June 12, 2025 Daily Press.

The Clerk's office is requesting approval to renew the alcohol license for Frankie's Pizza.

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	ity of Ashland
License Period	2025-2026

License(s) Requested: (up to two boxes may be checked)

- ☐ Class "A" Beer \$ _____ ☒ Class "B" Beer \$ 100
- ☐ "Class A" Liquor \$ _____ ☐ "Class B" Liquor \$ _____
- ☐ "Class A" Liquor (cider only) \$ _____ ☐ Reserve "Class B" Liquor \$ _____
- ☒ "Class C" Liquor (wine only) \$ 100

Fees	
License Fees	\$ <u>200</u>
Background Check Fee	\$ <u>-----</u>
Publication Fee	\$ <u>15</u>
Total Fees	\$ <u>215.00</u>

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) <u>Frankies Family Pizza LLC</u>			
2. Business Trade Name or DBA <u>Frankies Family Pizza LLC</u>			
3. FEIN <u>93-1996572</u>		4. Wisconsin Seller's Permit Number <u>456-1031468935-04</u>	
5. Entity Type (check one) ☐ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization			
6. State of Organization <u>Wisconsin</u>		8. Wisconsin DFI Registration Number <u>F072733</u>	
9. Premises Address <u>1315 lakeshore Dr. E</u>			
10. City <u>Ashland</u>		11. State <u>WI</u>	12. Zip Code <u>54806</u>
13. County <u>Ashland</u>	14. Governing Municipality: ☒ City ☐ Town ☐ Village of: <u>Ashland</u>		15. Aldermanic District
16. Premises Phone <u>715 282 9980</u>	17. Premises Email <u>mwelty1114@gmail.com</u>		18. Website
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <u>Dinning Room , Hallway storage closet</u>			
20. Mailing Address (if different from premises address)			
21. City		22. State	23. Zip Code

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No
- If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . . ☐ Yes ☒ No
 beverages.
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . . ☐ Yes ☒ No
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? . . . ☐ Yes ☒ No
 If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity 4b. Business Entity FEIN

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ☒ Yes ☐ No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? ☐ Yes ☒ No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ☐ Yes ☒ No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Welty	Mike	Co/owner	

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Welty	First Name Mike	M.I. D
Title Co. Owner	Email [REDACTED]	Phone [REDACTED]
Signature Michael Welty		Date 5.27.25

Part E: For Clerk Use Only

Date Application Was Filed With Clerk	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

Alcohol Beverage
Appointment of AgentDate
6.4.25

Agent Type (check one)

- ☒ Original (no fee) ☐ Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Frankies Family Pizza LLC

2. Business Trade Name or DBA

Frankies family Pizza

3. Entity Type (check one)

- ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

- ☒ Municipal Retail License ☐ State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

Part B: Agent Information

1. Last Name

Welty

2. First Name

Mike

3. M.I.

D

4. Email

6. Home Address

1317 lakeshore Dr E

7. City

Ashland

8. State

WI

9. Zip Code

54806

10. Date of Birth

11. Drivers License/State ID Number

12. Drivers License/State ID State of Issuance

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? ☒ Yes ☐ No
Submit proof of completion.
2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire* (licensee) or
Form AB-300, *Alcohol Beverage Personal Questionnaire* (permittee)? ☒ Yes ☐ No
3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.

Continued →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <i>Welby</i>		First Name <i>Mike</i>		M.I. <i>D</i>
Title <i>Co owner</i>	Email [REDACTED]		Phone [REDACTED]	
Signature <i>Michael Welby</i>			Date <i>5-27-85</i>	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <i>Welby</i>		First Name <i>Mike</i>		M.I. <i>D</i>
Signature <i>Michael Welby</i>			Date <i>5-27-85</i>	