

Parks Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549

Date: Monday, January 6, 2019

Time: 9:00 a.m.

Committee Members:	Tietz, Augie (Chair)	Nass, Steve (Vice Chair)
	Morse, Ed (Secretary)	Lund, Kirk
	Johns, Jeff	

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Park Committee Minutes for November 4, 2019
6. Communications
7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and Possible Action on Establishing a Dog Park at Dorothy Carnes Park or on Other County Owned Property in the Fort Atkinson Area
9. Discussion and Possible Action on Park, Recreation, Open Space Plan
10. Discussion on Flood Mitigation Property Inspections
11. Discussion on Garman Nature Preserve Sign Concept Plan – Next Steps
12. Discussion on Canoecopia 2020
13. Discussion on Rock River Landing
14. Discussion on Interurban Trail Segment Phase I
15. Discussion on Interurban Trail Segment Phase II
16. Discussion on Glacial River Trail Rehabilitation Recreational Trail Program Grant Award
17. Discussion on Dorothy Carnes Park Trail Improvements Recreational Trail Program Grant Award
18. Discussion on Historic Sites Preservation Council
19. Discussion on Glacial Heritage Area (GHA) – Friends of GHA
20. Discussion on 2019 Parks Department Budget
21. Discussion on 2020 Parks Department Budget
22. Adjourn
23. Next scheduled meetings: February 3, 2020
March 2, 2020

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Jefferson County
Parks Committee Minutes
Monday, November 4, 2019

Committee Members:	Tietz, Augie (Chair)	Nass, Steve (Vice Chair)
	Morse, Ed (Secretary)	Lund, Kirk
	Johns, Jeff	

1. **Call to order**

Tietz called the meeting to order at 9:00 am

2. **Roll call (establish a quorum)**

Parks Committee Present:	Tietz, Morse, Nass, Johns, Lund
Staff Present:	Truman, Wehmeier, Ward, Schroeder
Others in Attendance:	Frankie Fuller

3. **Certification of compliance with the Open Meetings Law**

Wehmeier certified compliance with the Open Meetings Law

4. **Approval of the agenda**

Nass/Johns motion to approve the agenda as written. Motion passes 5/0.

5. **Approval of Park Committee Minutes for October 7, 2019**

Nass/Lund moved to approve the Parks Committee minutes for October 7, 2019. Motion passes 5/0.

6. **Communications**

None

7. **Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)**

None

8. **Discussion and Possible Action on Parks, Recreation, and Open Space Plan Update Workshop Meeting Dates**

Truman – noted that as part of next step in the process in updating the Parks, Recreation, and Open Space Plan there will be a meeting to include the Parks Committee and the committee needed to select a date. The meeting will be on November 13, 2019.

9. **Discussion on Viewer at Dorothy Carnes Park**

Truman – noted the viewer has been installed on the deck at Dorothy Carnes Park. Park users have had positive responses to the viewer.

10. **Discussion on Rock River Landing**

Wehmeier – rough grading complete, RA Smith is developing final bid specs. for the park, city released contract for underground utilities – water/sewer/storm sewer, final remediation planning is underway. Truman/Wiesmann met with the city to add more details to the Intergovernmental Agreement.

11. **Discussion on Garman Nature Preserve – Sign Plan**

Truman – noted that she and Wiesmann had met with the 106 Group at Garman over a three day span. The group toured the park, talked about historic sites and topography. The site visit report from the 106 group was in the packet. Next steps in the process include a plan with sign schematics and design.

12. **Discussion on Holzhueter Park**

Truman – noted that there are no new updates for Holzhueter Park.

13. **Discussion on Interurban Trail Segment Phase I**

Truman – reported that she, Wiesmann, and Udovich met with representatives from We Energies & ATC at the section of the Interurban Trail where fencing will be installed. The group discussed trail widths, fence placement, and sign placement. All parties agreed with the designated widths, fence placement, and sign placement.

14. Discussion on Interurban Trail Segment Phase II

Truman – reported that she received a progress report by KL Engineering on November 2, and the report has been distributed. The report states:

- a. Operational Planning Meeting (OPM--aka kick-off meeting) is scheduled for Wednesday, November 20th.
- b. Wetland delineation was completed in the field. The mapping was also completed, but not the report.
- c. Survey crew has been out in the field all last week, but did not finish. Their first priority was to survey the areas where there were high running slopes to recommend alternatives for those areas.
- d. Expect structure inspection to occur in the next three weeks (still to be scheduled).
- e. Soil borings will be scheduled as soon as the survey crew completes the soil boring staking locations. Anticipated to be completed in November.

15. Discussion on Historic Sites Preservation Council

Morse – the Council is working on nominations for historic sites status. The old train wreck site from the 1850's in Johnson Creek is one of the proposed sites.

16. Discussion on Glacial Heritage Area (GHA) – Friends of GHA

Fuller – FACTalk – Grabow presented, good attendance.

17. Discussion on 2019 Parks Department Budget

Wehmeier – 2019 will be close to budget projections. Considering centralizing winter maintenance to be performed by the Parks Department.

18. Discussion on 2020 Parks Department Budget

Wehmeier – no changes, no amendments to date. Final approval at the November County Board meeting.

19. Adjourn

Lund/Johns moved to adjourn at 9:21 a.m. Motion passes 5/0.

*Minutes prepared by: Mary Truman
Program Assistant
Jefferson County Administration*

County parks in good hands, Nehmer says

- By Steve Sharp Adams Publishing Group
- Nov 12, 2019



In this file photo, Jefferson County Parks Committee Chairman Augie Tietz, left, and now-retired county Parks Department Director Joe Nehmer pay a visit to the newly opened Rock River Public Access at Cappie's Landing. The park is located just south of Watertown between Jefferson Road and the Rock River.

JEFFERSON — The Jefferson County Parks Department lost an invaluable cog in its workings with the recent retirement of longtime director Joe Nehmer.

However, the enthusiastic new retiree says the county park system is in good hands, has a bright future, and that the public should get out to enjoy all it has to offer.

Nehmer, a native of Fort Atkinson, and his wife, Kate, are remaining there. He arrived in Jefferson County in 1978, fresh out of college. He received his degree in parks, recreation and management from the University of Wisconsin-LaCrosse after doing undergraduate work at UW-Whitewater and UW-Madison.

Nehmer said he learned to love the Great Outdoors thanks to the relationship he had with his father, an avid outdoorsman.

“He was nuts about hunting and fishing,” Nehmer said, adding that he and his dad used to pursue their interests in the Fort Atkinson area, near the Rock River’s woods and fields. “I hunted with him for 40 years. As kids, we all hunted and fished in the area.”

Nehmer no longer is interested in hunting and fishing, saying that like many American men, the urge to hunt and fish waned when he was in his 40s. He now prefers a quiet walk in the woods.

During his tenure with the county, Nehmer said, any successes he had with the parks were due, in large measure, to partnerships. He said he feels he was a “steward” who was fortunate to work with talented partners and citizen leaders.

While deflecting the spotlight on himself, Nehmer acknowledged, however, that there were positive changes in recreational opportunities in the Jefferson County area during his tenure.

“Over the past four decades, the (outdoor recreational opportunities) have changed for the better, as a result of citizen leaders and numerous partners,” he said.

Nehmer especially was pleased during his career to see the founding of Dorothy Carnes County Park near Fort Atkinson, Korth Park overlooking Rock Lake in the Town of Lake Mills, the bicycle trail system and the Jefferson County Dog Park between Johnson Creek and Jefferson.

“I assure you all of these came together through the cooperation of many organizations and people,” Nehmer said. “Behind this, would be the Glacial Heritage Area concept and this will be big going forward, along with the Rock River National Water Trail.”

Nehmer said he greatly appreciates the collaborations he’s had with many on the Jefferson County Board of Supervisors over the years.

“I’ve had a lot of very enjoyable relationships with supervisors and I’ve had what, at times, were contentious relationships with them,” Nehmer said. “I don’t think it had to do with people, but with values. At times, supervisors with different values from mine changed my mind and there were times when I changed theirs. When there were strong differences of opinion, I listened to the supervisors and they listened to me. Sometimes opinions were changed.”

Nehmer called the Parks Committee chairmen he has worked alongside “central to the success of the parks department” and noted they all came to the chairmanship from diverse backgrounds. He said they have had unique ties to, and insights into, the county’s communities and governments.

“They brought broader perspectives and I learned from them,” Nehmer said. “They knew (other people in leadership positions) and they made the introductions.”

Nehmer said he had the good fortune to work with “strong and talented” county administrators, including the retired Willard Hausen and current County Administrator Ben Wehmeier.

“They stick out, due to the close work we did together,” he said.

Wehmeier called Nehmer’s work with the county a significant reason the park system is where it is today.

“Joe valued the opportunity to engage and receive input from the public, was visionary in the park system’s impact to the county and the region as a whole, showing the value to the county ecosystem and impact to the quality of life,” Wehmeier said. “Joe developed collaborative

partnerships in the development of the parks system to get it to the point it is. The parks system would not be what we see and experience today without Joe and these partnerships.”

The University of Wisconsin-Extension also is an entity Nehmer called “very helpful.” He said retired professor Steve Grabow, who worked as an agent at Jefferson County UW-Extension closer to the midpoint of Nehmer’s career, was a colleague whose talent stood out.

“Steve brought knowledge, experiences and no shortage of ideas to everything we did,” Nehmer said. “He came out here (from the Milwaukee area) and it’s a hallmark of his character, but he let people learn about the possibilities of the future. He was a true Wisconsinite who lived one of the ideals of this state. He didn’t worry about the past. He was always thinking about the possibilities of the future.”

He called Grabow’s knowledge of planning in government and local communities “unsurpassed.”

“He literally wrote the book on it,” Nehmer said.

Grabow, who now travels under the title “professor emeritus” at the UW-Madison Division of Extension, recalled meeting Nehmer in 1993. During their 25-year-plus partnership, they have grown into trusted friends and colleagues, he said, hinting that they might work together again someday.

“We have seen the Jefferson County parks system transform from a modest assembly of smaller parks to an exemplary and robust network of county parks, regional bike paths and multi-purpose trails that have been recognized throughout Wisconsin for innovation and high-quality design,” Grabow said. “Two large, natural resource-oriented parks, Dorothy Carnes Park and Korth Park, are gems that have received awards from the Wisconsin Parks Association and other statewide organizations. The Glacial River Trail and the designated bike route system connecting Jefferson County’s communities have also emerged as a true bicycling destination area for local residents and visitors from far and near. The former bicycle coordinator from the Wisconsin Department of Transportation called the 1996 Jefferson County Bicycle Plan the best in the United States.”

Grabow said Nehmer’s commitment to Jefferson County and its people runs deep.

“He brings a value system that includes a love of natural resources, trust in the large network of people and organizations who have a passion for parks and recreation, and a belief that strong parks and trails make everyone happier and healthier,” Grabow said. “In a recent workshop to update the Jefferson County Parks Plan, Joe framed the importance of the Jefferson County Parks Department and said, ‘Our parks are a catalyst for establishing the type of community that people want to live in, and parks are unique in this.’ At this same workshop, Joe’s staff expressed appreciation for the many ways he involves them in shared leadership, and his unique ability to forge trusting relationships and partnerships with individuals, community organizations and units of government. When you are around Joe, you understand how much he cares about the Jefferson County parks and the people of Jefferson County.”

The county, according to Nehmer, has been a unique place in which to ply his trade of planning public parks.

“We have a natural resource advantage due, in part, to the last glacier,” Nehmer said, referring to the county’s topography and location in southern Wisconsin. “We have a very complex and diverse landscape, and it has endowed us with rich water resources. These provide tremendous outdoor recreational opportunities. We have so many acres of rivers and lakes. That, combined with being halfway between Madison and Milwaukee, keeps us growing.”

Nehmer said he leaves his parks chief position comfortable in knowing there is a strong network of partners and community leaders still in place.

“And there is a very talented staff that remains in the county Parks Department. They are more than capable of taking care of what needs to be done, in cooperation with other people,” he said.

Nehmer said that although he feels the county needs more parks, they should continue to be acquired in a sensible, strategic manner.

“I feel we need more, but the ‘more’ should not be haphazard,” he said, adding that the acquisition of more parks has been established in the Jefferson County Parks Recreation and Open Space Plan, as well as addressed in the Glacial Heritage Area Plan.

“You have to identify the ‘best of the best’ and that has been done,” he continued. “Then, the challenge is coming up with the financial resources to make transactions happen. Governmental funds are harder to come by these days.”

Nehmer said the Parks Department is near the low man on the county-funding totem pole, falling below the needs of the Human Services Department and law enforcement, as well as highways.

“And that is where the citizen partners and the community can be helpful,” he said.

Jefferson County has been fortunate, according to Nehmer, that many of its newer parks came as the result of high-quality land donations. Among those have been Carlin Weld Park, Cold Spring Creamery Park, Crawfish River Park, Garman Nature Preserve, Indian Mounds and Trail Park, Kanow Park and Pohlmann Park.

“This speaks to me of opportunities that have expanded, and land that’s being preserved as a result of citizen leaders and partners,” he said.

Nehmer said he is thankful that his bosses and the taxpayers of Jefferson County for allowing him to pursue his passion for the outdoors and public parks in his home county. He also said he felt fortunate to be able to come back to his home to serve his entire career.

He said he wishes he could have been a more successful advocate and gotten more people to advocate vociferously for their favorite forms of outdoor recreation. Nehmer believes people

should contact their elected officials whenever the needs arise, because he is of the belief they listen.

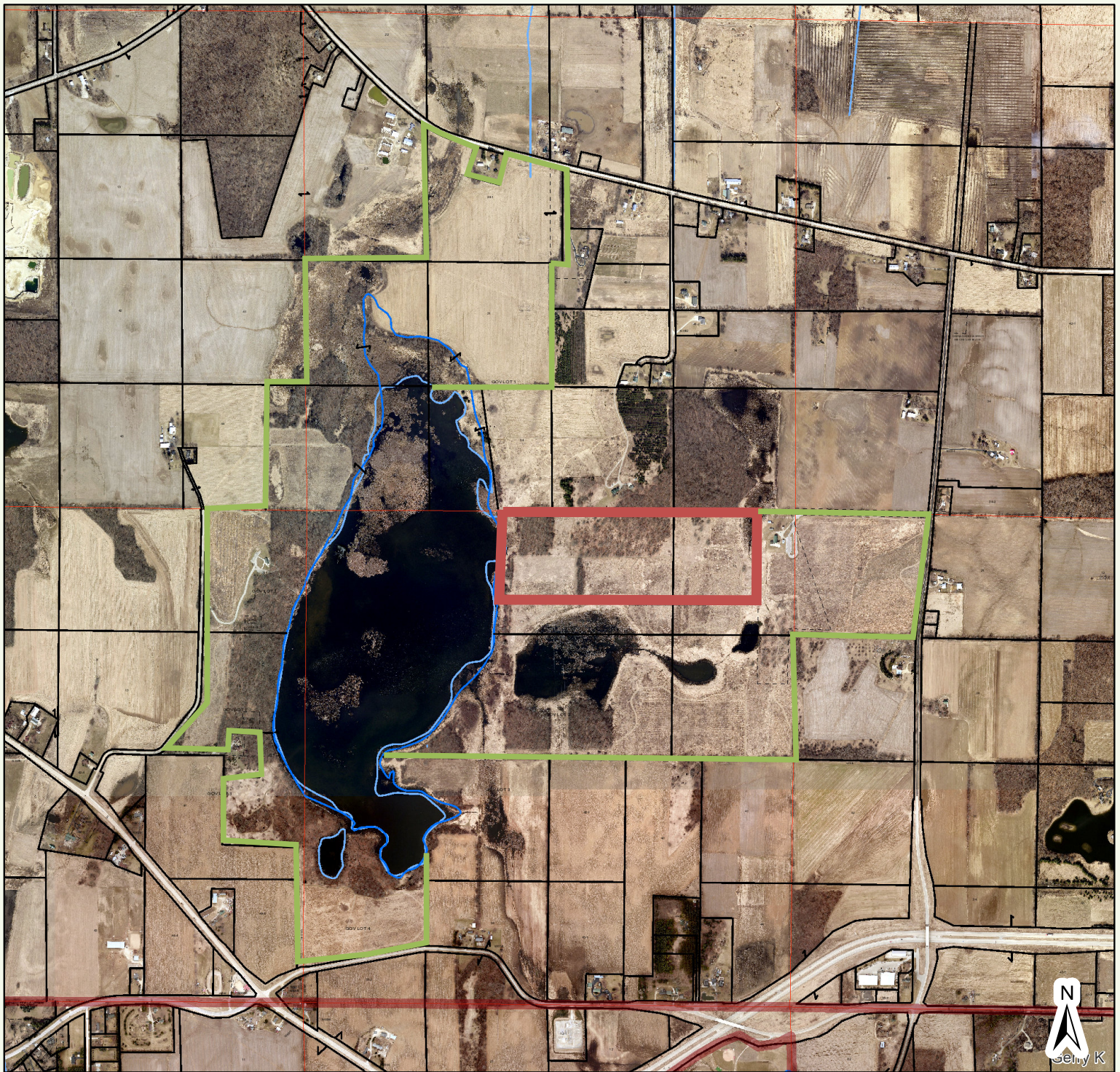
“I lived many instances where increased citizen-advocacy could have resulted in larger and more positive outcomes,” he said. “I realize people are very busy, but I don’t think the average citizen realizes how hard the county supervisors work to try to build a better tomorrow. It would be better for the county if people took more time to contact their supervisors about their passions. For better opportunities tomorrow, people should get involved.”

When asked how his retirement has been going since it began in October, the normally reserved Nehmer’s seriousness melted away.

“Really nice!” he exclaimed. “My wife and I plan to visit more parks and trails, which we have already been doing, and we want to travel more — and it will be nice not to have to worry about the Jefferson County park system.”

DOROTHY CARNES PARK

#8



Parcel Boundary

Parcel Boundary

Municipal Boundaries

Parcel Lines

Property Boundary

--- Old Lot/Meander Lines

— Rail Right of Ways

— Road Right of Ways

— Section Lines

— Surface Water

— Map Hooks

Tax Parcels

— Streams and Ditches



Jefferson County Geographic Information System

DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.

1,400 700 0 1,400 Feet
1 inch = 1,500 feet

Printed on: December 11, 2019

Author: Public User

Jefferson County Parks Department: Parks, Recreation and Open Space Plan Update
PROCEEDINGS REPORT
Workshop 2, November 13, 2019, 10:00 am – 12:00pm
Courthouse Room 202

Project Facilitators and Consultants: Steve Grabow and Margaret Burlingham (LanDesign)
Project Sponsor/Liaison: Kevin Wiesmann

Participants:

Augie Tietz, Parks Committee Chair
Jeff Johns, Parks Committee
Kirk Lund, Parks Committee
Ed Morse, Parks Committee
Steve Nass, Parks Committee
Ben Wehmeier, County Administrator
Kevin Wiesmann, Parks Staff (participating as a resource to the planning body)
Andy Didion, Community Adviser
Hope Oostdike, Community Adviser
Stacey Schraufnagel, Community Adviser
Frankie Fuller, Friends of the Glacial Heritage Area
Walt Christensen, County Board Member

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Review Draft
Compiled By: Steve Grabow
November 27, 2019

Section 1. Values and Roles

Participants responded to the following questions around values.

Exercise Questions:

- How do you want the Parks Department and system to be viewed by others?
- What do you value most about your role with and/or for the Parks system?

The facilitator captured closely the language used by the participants. The facilitator subsequently organized the statements by affinity or statements that appeared to be related, and also provided a summary label for each “values category” in order to make the results more meaningful. The categories were then arranged by frequency.

Park Experience/Usage/Diversity of Use

- a) Preserved for both quiet use and active use.
- b) Value the locations and access to parks throughout the County, and the “balance of activities for both passive and active use.
- c) Value a diverse parks system.
- d) Value an even distribution of parks throughout the County.
- e) Value the diversity of parks along lakes and water and diversity of uses in parks.
- f) Value the “commonality” as well as “uniqueness of our parks (some common features among all our parks but unique emphases in individual parks.).
- g) Value our parks niche in providing an opportunity to “get away” and not see anybody. (peace and quiet).

Quality/Care/Maintenance

- a) Value the “high quality” of our parks (examples: high level dog park, and amazing facilities and features at Korth Park.)
- b) Value how the parks system has become very “usable” by being very well-maintained and well-designed.
- c) Value the “care” given to our parks system by our Parks staff (our parks staff is caring, flexible, dedicated and attentive to detail.).
- d) Value the success of the dog park and how it is recognized as one of the largest and best dog parks in Wisconsin and has become “in demand”.

Mission/Importance/Uniqueness/Brand

- a) Value how our parks “build community” with our people being passionate about our parks which then welcomes and invites partners.
- b) Value Jefferson County's unique locational position as the “green space” between Wisconsin's two metropolitan areas, and becoming a place where people want to live, work and play.

Natural Resources

- a) Provides enough space for “habitat” including birds.

Section 2. Monitoring and Assessments: Strengths and Assets

Participants responded to the following questions related to the assets and strengths of the Parks Department and parks system.

Exercise Questions:

- In assessing the Parks Department and system over time, what do you see as prominent strengths?
- What makes you most proud when you think of the Parks Department and system?
- What are positive illustrations of accomplishments?

Strengths and Assets (Continued)

The facilitator captured closely the language used by the participants. The facilitator subsequently organized the statements by affinity or statements that appeared to be related, and also provided a summary label for each "assets/strengths category" in order to make the results more meaningful. The categories were then arranged by frequency. The extent of agreement or disagreement among the participants was not tested.

Partnerships/Relationships

- a) We have strong collaboration with other entities (with many other partners such as WEnergies).
- b) Our ability to partner with other units of government (other towns, cities, the State and our intergovernmental relationships).
- c) People of Jefferson County have a "sense of ownership" of our parks system, and there is an egalitarian spirit.
- d) The mountain bike park is an example of effective partnerships and is a success story!
- e) The parks system has a great partnership with the Madison Audubon, in particular with the prairie program (they are a good partner with a strong prairie seed program, expertise that we can depend on, and an excellent supplier of prairie seeds and plants).
- f) We have an amazing prairie at Korth Park with many thanks owed to the Madison Audubon partnership.
- g) We have many "silent partners" who prefer not to be known or recognized in any way.

Glacial Heritage Area

- a) Our ability to dovetail our plans with the the Glacial Heritage Area Plan (our planning efforts have been complementary.).
- b) There are great educational opportunities in our parks, and the Friends of the Glacial Heritage Area offer many educational programs.
- c) The Glacial Heritage Area initiative has contributed to many successes in Jefferson County including the implementation of the Interurban Bike Trail and Cappie's Landing riverfront park.
- d) The Glacial Heritage Area initiative has helped with the success of the Jefferson County Parks, and we still use the Glacial Heritage Area Plan.

Planning and Plan Implementation

- a) Our ability to "assess needs" and act on our needs.
- b) We are implementing our plan, and we are following our plan.
- c) There has been a lot of "foresight" gone into the development of our parks system.
- d) We have benefited from the very strong park planning processes that have been used for decades.

Donors/Funds Raised

- a) We've been fortunate to have many donors and funders to pay for the implementation of our plans.
- b) Proud of our ability to successfully obtain grants.
- c) We have been very successful in obtaining many grants.

Image

- a) The parks system is well-positioned and in a "great place" now.
- b) People perceive our parks as safe, and we have a good partnership with our county Sheriff's Department which has been both helpful and cooperative.
- c) "We've come a long way!"

Strengths and Assets (Continued)

Trust

- a) People have strong trust in our Parks Department, and have faith that we will do the right thing.
- b) The County Board has strong support for the Parks Department and the parks system.

Volunteers

- a) Proud of our new mountain bike park and the many volunteers and partnerships associated with this park. (particularly proud of the partnership with the City of Jefferson School system; they have donated bicycles along with their educational programming at this park.)

Project Accomplishments/Implementation

- a) Regarding the mountain bike park, the staff has done some very good planning as well as implementation of a high quality trail system which has become recognized for how nice it is and has even drawn users from many miles away.

Maintenance at a High-level/Quality

- a) Proud of all the “synergies” of parks projects including many volunteers, staff, high level of maintenance and quality features.

Staff/Staff Skills

- a) Our Parks staff goes above and beyond what is expected (our Parks staff cares!)

Section 3. Monitoring and Assessments: Challenges

Participants responded to the following questions related to the challenges for the Parks Department and parks system.

Exercise Question:

- What are the most significant challenges facing the Parks Department and system?

The facilitator captured closely the language used by the participants. The facilitator subsequently organized the statements by affinity or statements that appeared to be related, and also provided a summary label for each “challenge” in order to make the results more meaningful. The categories were then arranged by frequency. The extent of agreement or disagreement among the participants was not tested.

Staffing Levels/Maintenance/Demands on the Department

- a) It is a challenge to maintain the parks system with our current level of staffing.
- b) We need to rely more on volunteers given that we do not have enough staff.
- c) It is very important to maintain our existing high quality staff (and this is always a huge challenge.).
- d) We need to retain our staff which is high quality.
- e) It is a challenge to “balance” the demands on our staff to both maintain our existing parks system and take on new demands and requests.
- f) It is a challenge to keep up with all that is demanded of the Parks Department.
- g) The Parks Department feels that it is always “chasing.”

Partnerships

- a) It is a challenge to retain our partnerships with the changing “political winds.”

Promotions/Marketing

- a) There is a challenge to meet the needs of important functions such as marketing, outreach and website operations (example: we need to get the Parks Brochure more widely distributed and “out there.”)

Challenges (Continued)

Park Experiences/Usage/Diversity of Uses

- a) There is a challenge to meet the needs of the “millennial generation”, and the needs of diverse and broad cross sections of our population.

Mission/Importance/Uniqueness/Brand

- a) It is a challenge to continue to relate to both the Milwaukee and Madison regions given our unique location and opportunities being between the largest metro areas of Wisconsin.

Section 4. Hopes and Vision of Success

Participants responded to the following questions related to the hopes and vision ideas of the Parks Department. A “vision” is defined as the description of a “desired end-state.” The facilitator captured closely the language used by the participants.

Exercise Questions:

- What are your hopes as we think about the future of Jefferson County Parks Department as well as the parks system? (on the land and physical configuration as well as organizationally) Or
- How would you describe what you would like to see in place some day with the Parks Department and/or system? Or
- What is your vision for the successful organizational configuration of the Jefferson County Parks Department? Or
- What is most important to you as we consider the future of Jefferson County Parks Department and system?

The facilitator subsequently organized the statements by affinity or statements that appeared to be related, and also provided a summary for each “vision category” in order to make the results more meaningful. The categories were then arranged by frequency. The extent of agreement or disagreement among the participants was not tested.

Promotion/Marketing/Education

- a) Hope to get visitors to learn about Jefferson County amenities when they are here for events and activities (especially larger activities like the Car Show at Fair Park).
- b) Hope for better marketing of the many County amenities when visitors are at Fair Park.
- c) Hope to continue our successful presentations to school and other youth groups by our Parks staff. (approximately 6 per year now).
- d) Hope for “much better marketing” of what is available within the Jefferson County Parks system, using up to date technology and Geographic Information System, and other tools.
- e) Hope to better use social media along with enhanced staff capacity to share. (This is crucial for the long term.).
- f) Hope to build on the success of “View with a Brew” event (including enhanced volunteer recruitment, further marketing and capitalizing on the many people that attend this event).
- g) Hope to better tell the “Story” of the View with a Brew event (as well as other “stories” of the parks system across the County).

Models to Grow Parks System/Foundations/Endowment

- a) Hope to develop a “sustainable model” for the the Parks Department (How do we think outside the box on this?).
- b) Hope to expand our Foundation endowment.
- c) Hope for a \$1 million to \$2 million Foundation endowment (we need a broad-scale funding source).
- d) Hope to involve large, philanthropic organizations to help grow our endowment (such as Wal Mart, Bloomburg and other “legacy sources”).
- e) Hope to formalize foundation/endowment arrangements that would assist all of our Parks system.
- f) Hope to “understand” the pros and cons of various endowment fund arrangements and sources.

Hopes and Vision of Success (Continued)

Leadership/Organizational Structure

- a) Hope that the Parks Department does maintain its autonomy. (This is important for many reasons including relationship building with our donors and other key partners; there is a fear that we would not be able to develop and maintain key partnerships if the Parks Department is not autonomous.).
- b) Hope to gain clarity on the depth and breadth of Joe's (Parks Director's) functions, and to have a successful transition.
- c) Hope for a strong leadership function in the Parks Department.
- d) Hope for a strengthened organizational structure of the Friends of the Glacial Heritage Area, and to get representatives from each city on the Board of Directors.

Volunteers

- a) Hope to formalize the “administration” of volunteers (we need to better capture volunteer interest and energy).
- b) Hope for a full time staff person to coordinate volunteer activities.
- c) Hope to build the capacity of our volunteers (and we continue and expand our association with the University, school district groups and other experts who can assist us in this.).

Facility Plans/Improvements

- a) Hope for a “Four-Season Pavilion/Facility” in one of our large parks (in a natural resource-oriented setting) as a magnet for meetings, workshops, conferences in conjunction with a partnership/collaborative with other municipalities and nonprofit organizations.
- b) Hope to implement the Holzhuetter Park improvements with emphasis on mountain bike trail development and cross country skiing.

Economic Development Linkages

- a) Hope for partnerships between the Parks System and the Jefferson County Economic Development function as well as the development of a stronger “Tourism/Visitor Function” to assist the marketing our our Parks.
- b) Hope to continue to identify destination activities that will draw people to the Parks. (Examples include: paddling events, a magnificent cross country ski trail, paddle guide distribution, other new ideas)

Land Acquisition Priorities

- a) Hope to communicate the value and importance of continued land acquisition so that future generations and larger populations will benefit from this foresight in providing this set-aside for natural resource preservation and recreation demand.

Trail Connections/Access/Bike Paths

- a) Hope for better and safer bike trail access to Mason Farm (Carnes Park East) along Banker Road and Hoard Road. (Take advantage of this during road reconstruction?).

Section 5. Major Initiatives for the Future

Time was running short when the planning team came to this section. Given the importance of follow-up initiatives, the facilitator did some relatively quick polling among the participants to determine which of the “vision statements” from the previous section, were most important to follow-through with strategy responses (as the most important initiatives to carry out in the short term such as within the next five years). The facilitator then placed an asterisk by the vision statements which were nominated as shorter term priority initiatives. In some instances, there were multiple but related vision statements that were highlighted. Therefore, the facilitator has reformatted the vision statements into “action-oriented” strategy statements. The exercise questions, shown below, were not formally used but do indicated the overall intent of this section. The facilitator subsequently organized the statements by affinity or statements that appeared to be related, and also provided a summary for each “strategy/initiative category” in order to make the results more meaningful. The categories were then arranged by frequency. There was no testing about the extent of agreement or disagreement among the participants.

Exercise Questions:

What are some major parks initiatives, projects, actions, tasks or programs that you would like to see done over the next five years or so? Or

What do you see as very important initiatives that would move the Parks Department or system toward the vision ideas as identified for this plan? Or

What are the initiatives that you are most excited about, have the most enthusiasm around, and are most committed to for the future of the Parks Department and system?

Large Scale Projects

1. Complete the Interurban Bike Trail and further connect our bike trails and water trails, too.
2. Implement priority phases at Holzhueter Park including mountain bike and cross country ski trails.
3. Move forward the notion of a major four-season park facility/pavilion for meetings, workshops, conferences, events in conjunction with partnering municipalities and/or nonprofit organizations.

Smaller Scale Project

1. Work with the Wisconsin Department of Transportation to obtain better parking access to Crawfish Park.

Parkland Acquisition/Expansion

1. Acquire additional acreage at Korth Park.

Models/Foundation/Endowment

1. Expand our Foundation Endowment.

Volunteers

1. Formalize the administration/coordination of our growing pool of volunteers.

Leadership/Organizational Structure

1. Maintain key features of an autonomous Parks Department and a strong Parks Leader function.

Promotions/Marketing

1. Enhance the marketing capacity for the Parks system.

Section 6. Wrap-up: Is there anything else that you would like to add to the dialogue around the future of the Parks?

During the last few minutes of the workshop, the facilitator asked the participants to comment on anything else that would like to add to this dialogue session. Again, the extent of agreement or disagreement was not tested.

- a. There was discussion on the future of the Parks Director and Parks Department.
 - The County Administrator explained that there will be a Parks Leader and a Parks Identity but the specific format has not yet been determined.
 - Other models for Parks Department organizational structure are being looked at.
 - There are many considerations, and there is no pre-set idea on this now.
 - Some of the Advisers were very concerned about the possibility of not having a full time Parks Director. In the opinions expressed by the Advisers, we have built a great Jefferson County Parks System and we need a Director solely focused on Parks.
- b. Parks staff enhancement is important.
- c. Hope that the County keeps up its funding for the Parks Department, and that we continue to find donors who love the Parks and will share their generosity to benefit the Parks system.

Jefferson County Parks, Recreation and Open Space Plan Update Workshop 2 Agenda

Parks Committee, County Administrator and Other Leaders

November 13, 2019, 10:00 am (Duration 1 ½ to 2 hours, Estimated)

Courthouse Room 202

Project Facilitators and Consultants: Steve Grabow and Margaret Burlingham (LanDesign)

Setting the Stage for Planning:

- Welcome and Settling In
- Overview of the Process including Project Understanding and Scope
- Meeting Guidelines
- Brief Review of “Proceedings Report” from June 27th Workshop

A. Values and Roles:

Exercise Questions:

How do you want the Parks Department and system to be viewed by others?

What do you value most about your role with and/or for the Parks system?

B. Monitoring, Assessment and Accomplishments:

Exercise Questions:

In assessing the Parks Department and system over time, what do you see as prominent strengths?

What makes you most proud when you think of the Parks Department and system?

What are positive illustrations of accomplishments?

What are the most significant challenges facing the Parks Department and system?

C. Hopes and Vision of Success:

Exercise Questions:

What are your hopes as we think about the future of Jefferson County Parks Department as well as the parks system? (on the land and physical configuration as well as organizationally) Or

How would you describe what you would like to see in place some day with the Parks Department and/or system? Or

What is your vision for the successful organizational configuration of the Jefferson County Parks Department?

What is most important to you as we consider the future of Jefferson County Parks Department and system?

D. Major Initiatives for the Future:

Exercise Questions:

What are some major parks initiatives, projects, actions, tasks or programs that you would like to see done over the next five years or so? Or

What do you see as very important initiatives that would move the Parks Department or system toward the vision ideas as identified for this plan? Or

What are the initiatives that you are most excited about, have the most enthusiasm around, and are most committed to for the future of the Parks Department and system?

Wrap-up: Is there anything else that you would like to add to the dialogue around the future of the Parks?

Adjourn (By Noon)

Prepared By: Steve Grabow, Facilitator, November 4, 2019

Suggested Facilitated-Meeting Guidelines

(To help assure a productive workshop)

- Be open to new ideas by respecting others' opinions
- No right or wrong answers/responses (so avoid being judgmental).
- Be concise so everyone can participate.
- Only one person talks at a time.
- Actively participate.
- Pass if you choose not to speak
- All of same status during our workshop time
- Try to enjoy this.

Facilitator: Steve Grabow, Professor Emeritus UW Extension and Facilitator.

Jefferson County Parks Plan Update, 2019.





GARMAN NATURE PRESERVE & INDIAN MOUNDS COUNTY PARK

Concept Plan

NOVEMBER 21, 2019

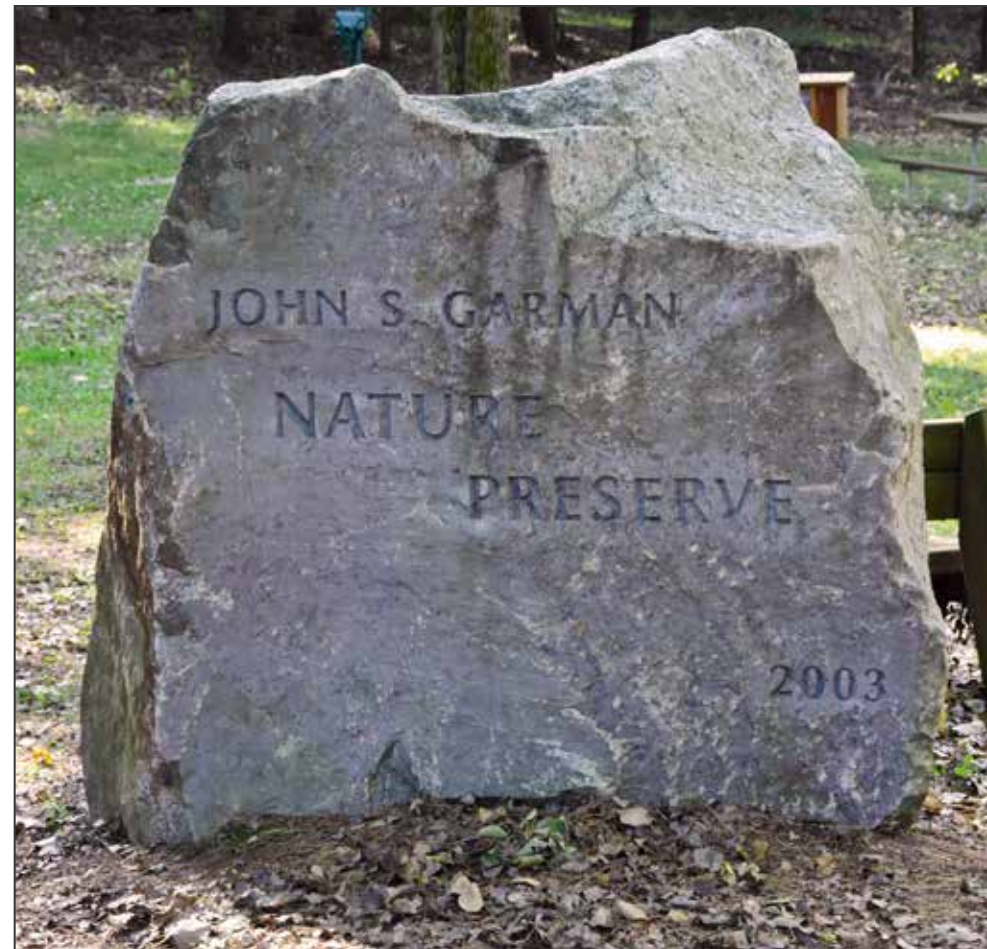


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INTRODUCTION



2 | GARMAN NATURE PRESERVE & INDIAN MOUNDS PARK | Concept Plan

BACKGROUND

The Jefferson County Parks Department seeks to develop a series of interpretive signs and maps for the Garman Nature Preserve in Waterloo, WI and Indian Mounds County Park near Fort Atkinson, WI. The signs will share interpretive information on topics such as natural history, glacial features, ongoing vegetation restoration, and the Native American mound culture that built the conical and effigy mounds. Signs will also provide wayfinding and orientation information to help visitors move through the parks.

The Dr. J.S. Garman Nature Preserve (GNP) is a wooded hillside within the City of Waterloo. Steep topography on the west side of the park levels out at the top of the hill where visitors can see 22 Native American mounds. The woods include oak, hickory, maple, and cherry species. Some pines and spruce were planted within the woods and along the north edge. The park entrance is on Fox Lane off of McKay Way and Knowlton Street, and the existing facilities include a parking lot, trails, benches, and a kiosk. A secondary access trail connects the Waterloo Regional Trailhead facility to the park.

Indian Mounds County Park (IMP) is on Koshkonong Mounds Road south of Fort Atkinson. At this five-acre park, visitors can view 11 Native American effigy mounds by hiking a loop trail through the woods. A portion of the trail includes part of an ancient Indian trail.

Over three days (October 8-10, 2019), Jefferson County and partner/volunteer personnel met with the 106 Group team to assess wayside (sign) locations; discuss interpretive topics, park challenges, and orientation/wayfinding needs; and determine potential ways of enhancing the visitor experience. The site visit included a startup workshop to review the wayside development process and develop an interpretive framework. A closeout meeting shared the results of the on-site work with stakeholders and sought their input. Site visit activities were documented in a Trip Report (dated October 18, 2019).

This Concept Plan builds on the work of the site visit and the Trip Report.

PROJECT TEAM

	Name	Project Role
Jefferson County Parks	Kevin Wiesmann	Supervisor
	Mary Truman	Program Assistant
	Joni Crave	Volunteer
106 Group	Regine Kennedy	Project Manager
	Chris Evans	Designer
	Julie Davis	Planner/Writer

TRIBAL CONSULTATION

106 Group is consulting with Bill Quackenbush, the Tribal Historic Preservation Officer (THPO) for the Ho-Chunk Nation. The Nation has expressed an interest in the project although they were unable to participate in the site visit due to prior commitments. The Trip Report was provided for feedback. Prior to creating design drafts, 106 Group will engage a Ho-Chunk artist for the illustrations through an RFP process posted on LEAF: <http://littleeagleartsfoundation.com/>.

MISSION STATEMENT

The mission of the Jefferson County Parks Department is to preserve natural resources for public use and conservation; to operate and maintain a parks system with resource-oriented recreation, trails, and special use parks; and to expand the parks system for environmental and land use benefits and the health and enjoyment of Jefferson County residents.

PROJECT GOALS

Goals provide focus and measure progress toward a desired future. For this project, the project team discussed planning goals and experience goals.

Planning Goals

Planning goals further the Parks Department’s Mission. Interpretation at these sites will help to...

1. Increase use of parks and trails.
2. Promote inspiration and rejuvenation.
3. Encourage people to get outside and be active.
4. Provide space to be in a different environment and experience calm and quiet.
5. See native ecosystems after rehabilitation.
6. Increase knowledge about site landscapes and history.

Experience Goals

Experience goals focus on visitors’ experience of the park and are sometimes called “Think-Feel-Do” goals. After experiencing interpretation, visitors to Garman Nature Preserve or Indian Mounds County Park will...

1. Understand park resources, use park resources responsibly, and return home safely.
2. Have the experience that they are seeking and enjoy sharing that experience with friends and family.
3. Leave the park with greater humility and an improved stewardship ethic.
4. Easily navigate through the park.
5. Enjoy the park through a variety of accessible and sensory experiences.
6. Learn about nature and the outdoors, building their knowledge and skills.
7. Feel calmer.
8. Use all their senses to experience the park.
9. Feel a connection with the Mound Builder culture.
10. Understand the glacial features that define GNP and the broader landscape.

AUDIENCE

The current and desired target audiences were identified by the Jefferson County Parks team during the on-site workshop on October 8, 2019.

Current Audiences

Both parks attract a variety of audiences, including:

- Local people seeking a slow-paced, contemplative, outdoor nature experience (walkers, photographers, birders)
- Local families
- School groups
- Native American people visiting the mounds

In addition to the above, Garman Nature Preserve attracts:

- Local people engaging in vigorous outdoor activity (e.g., runners, skiers).

In addition to the above, Indian Mounds County Park attracts:

- Docents from Hoard Historical Museum with guided tour groups.

Desired Target Audiences

Jefferson County Parks seeks to attract new audiences to both parks, specifically to:

- Increase the number of school groups.
- Increase the number of visitors from farther away places such as Madison, Waukesha, Milwaukee, and Chicago.
- Local senior citizens and people with disabilities.

SITE PREPARATION & ACCESSIBILITY

At all wayside locations, site preparation should consider ADA compliant access, including approach to the wayside with compliant surface material and adequate clearance for other visitors to move around those stopped at the wayside.

Garman Nature Preserve

In some locations, accessibility is extremely challenging or impossible to achieve. In those instances, Jefferson County Parks could consider different ways of providing a parallel experience, such as an app or other digital media, accessible PDFs available on the park website, and printed copies of the waysides available at select locations, such as the Waterloo Trailhead Facility for the Garman Nature Preserve waysides.

Each wayside location was assessed independently, but common concerns were steep slopes or uneven terrain leading up to the wayside. On the west side of the park, the trail will be rerouted to have switchbacks that allow for a more gradual slope that would help the higher elevations of site become more accessible for more visitors.

INTERPRETATION FRAMEWORK

Interpretation seeks to connect visitors to a place or a resource. It is an experience more than a sign. A story more than conveying facts. Interpretation answers the questions: “So what?” and “Why should I care?” It can also be a call to action, provoking visitors to ask, “Now what do I do?” Effective interpretation forges emotional and intellectual connections between the interests of the audience and the meanings inherent in a resource and place.

An interpretive theme is the key message of site interpretation. It may or may not appear in writing, exhibits, and programming, but all interpretive efforts should fall within the scope of the interpretive theme. A theme provides organizational structure and clarity for visitors when they visit a site or travel along a trail. After their experience, visitors should be able to summarize the main point of interpretation in one sentence; this is the interpretive theme.

A theme is different from a topic in that it expresses a complete idea or message. A topic is a broad general category, such as geology, forest restoration, or Native American culture. A theme tells visitors why a specific topic is important.

The interpretive theme should:

- Be stated as a short, simple, complete sentence
- Contain only one main idea, if possible
- Be specific
- Connect tangible resources to universally understood concepts

Interpretive Theme

The interpretive themes for Garman Nature Preserve and Indian Mounds County Park were informed by collaborative discussions with the Jefferson County Parks team during on-site meetings in October 2019 and by feedback to the Trip Report.

Interpretive Theme for Garman Nature Preserve (draft):

Garman Nature Preserve is a contemplative place to connect with nature, experience the glacial landscape, and learn about the Native American mounds and the people who built them.

Interpretive Theme for Indian Mounds County Park (draft):

Indian Mounds County Park is a place to learn about Native American effigy mounds, the people who built them, and the environment that supported Native communities here.

Prioritized Topics

The Jefferson County Parks team prioritized the topics for interpretation during the on-site workshop on October 8, 2019. This prioritized list guides the text and graphic content shown in the exhibit worksheets.

Top priority

- Glacial features/geology
- Native American history

Secondary priority

- Plants
- Animals
- Stewardship

Voice

We will use accessible, easily-understandable language to convey interpretive messages throughout the exhibits. Exhibit text will:

- provide accurate historical and scientific information
- cultivate a sense of connection with nature
- encourage respect and reverence for the treasures the park preserves
- inspire stewardship of natural and cultural resources

We will use the following to guide text writing:

- 6th- to 8th-grade reading level
- Short sentences

We will use “3-30-3” to gauge dwell time:

- 3 seconds to capture a visitor’s attention
- 30 seconds to read text and look at graphics
- up to 3 minutes to explore the exhibit in depth and share with others

EXHIBIT TYPES

During the site visit, participants discussed different types of waysides and how they support the visitor experience. Participants looked for opportunities to provide consistent messaging, especially safety (i.e., rules and regulations) and stewardship (e.g., “Leave No Trace”) messaging at trailheads.

Trailheads (Standard and Mini)

- Standard Trailheads (36x48) are used at the parking lot and beginning of the trail. These panels include a trail map, safety information, and brief interpretive information.
- Mini Trailheads (24x36) are used to supplement Standard Trailheads notably at trail intersections. These panels include a trail map, safety information, and a brief wildlife or natural history highlight.

Interpretive Waysides

Low-profile waysides (36x24) share place-specific interpretation, showing and describing the view, landscape, or site history, especially when it is no longer visible. Interpretation links visitors intellectually and emotionally with the story and/or resource. Interpretive waysides answer the questions, “So what? Why should I care?” and “What is that thing in front of me?”

Trailside Signs

Small trailside signs (6x12) may be used in combination with a vegetated barrier to encourage visitors to stay on the trail and off the mounds.

WAYSIDE MATERIALS

PANELS: High-pressure laminate (HPL) panels are made by layering high-resolution printed graphics and proprietary overlays with a core of phenolic resin-impregnated kraft paper. As the melamine resin flows, it permeates the digital print and all materials are consolidated into a single panel of thermoset plastic. HPL panels are graffiti resistant, easily cleanable, and include a 10-year warranty.

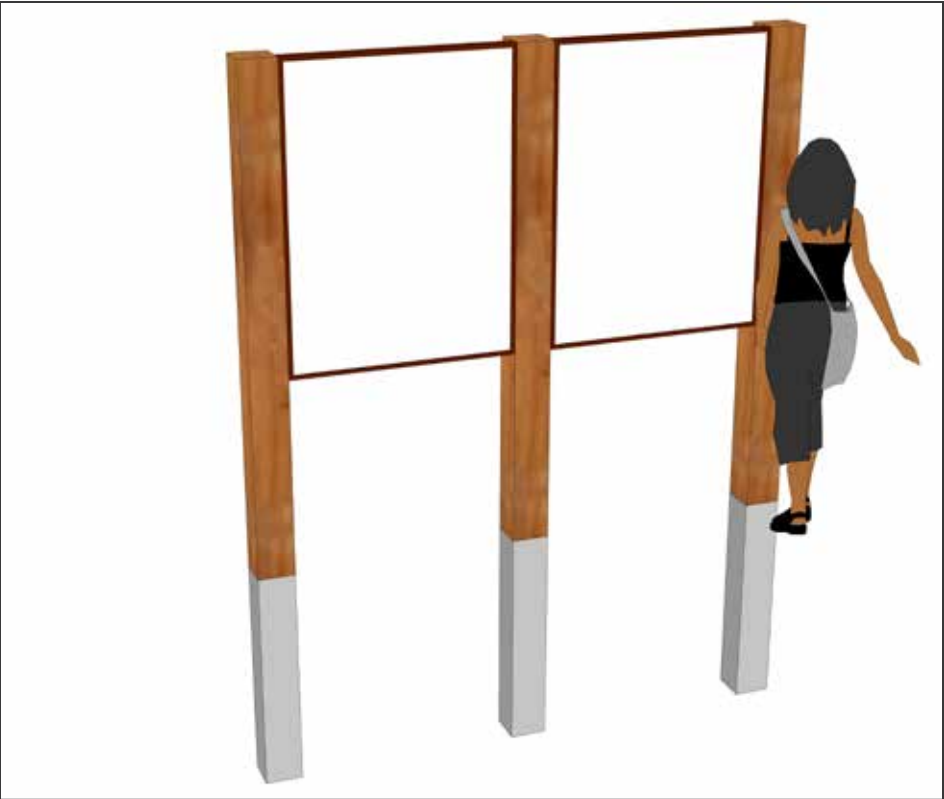
BASES: The base material will be a combination of square, wooden posts (to be provided by Jefferson County) with painted aluminum frames for uprights, painted aluminum frames and posts for uprights, and painted aluminum cantilever bases for low-profile interpretive waysides. The aluminum will be painted a brown color that is complementary to the shelter ivory and shelter green that are standard in Jefferson County Parks.

- Standard trailhead upright waysides (36” wide x 48” high) will be comprised of 6”x6” or 4”x6” wooden posts with aluminum frames painted brown.
- Mini trailhead upright waysides (24” wide x 36” high) will be comprised of 2”x3” painted aluminum posts, paired with aluminum frames painted brown.
- Low-profile waysides (36” wide x 24” high with 30° angle) will be comprised of aluminum cantilever posts with aluminum frames all painted brown.
- Trailside signs (6” wide x 12” high) will be comprised of an aluminum base painted brown.

EXHIBIT FORMS



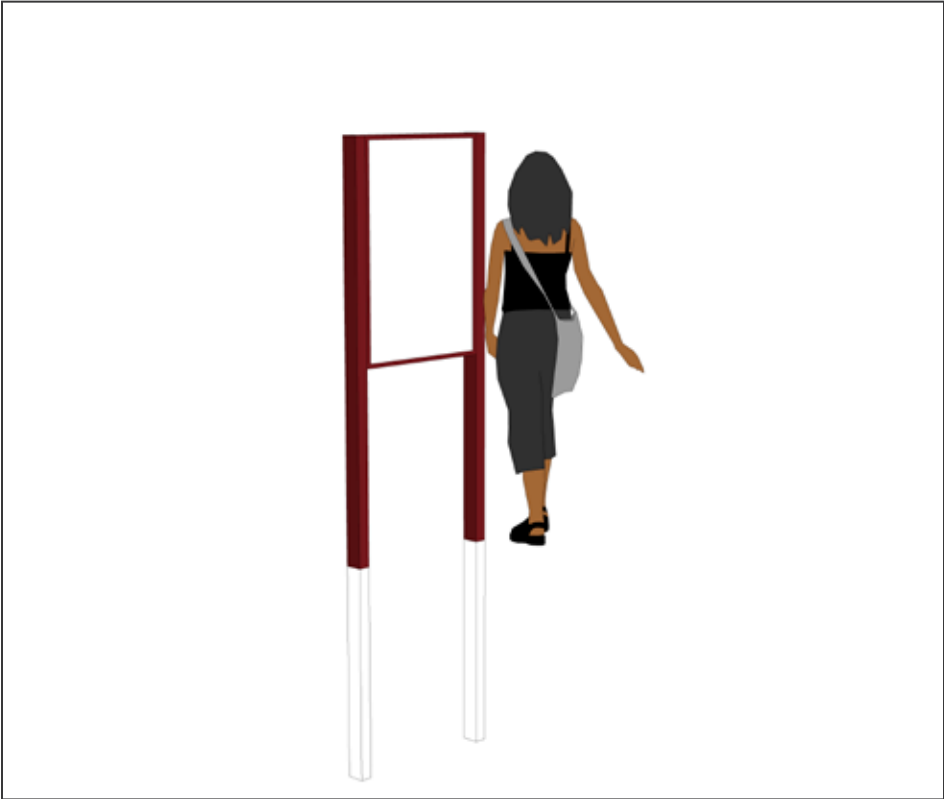
Standard Trailhead: Upright, 36" wide x 48" high panel, 6" x 6" wooden posts, in-ground mount.



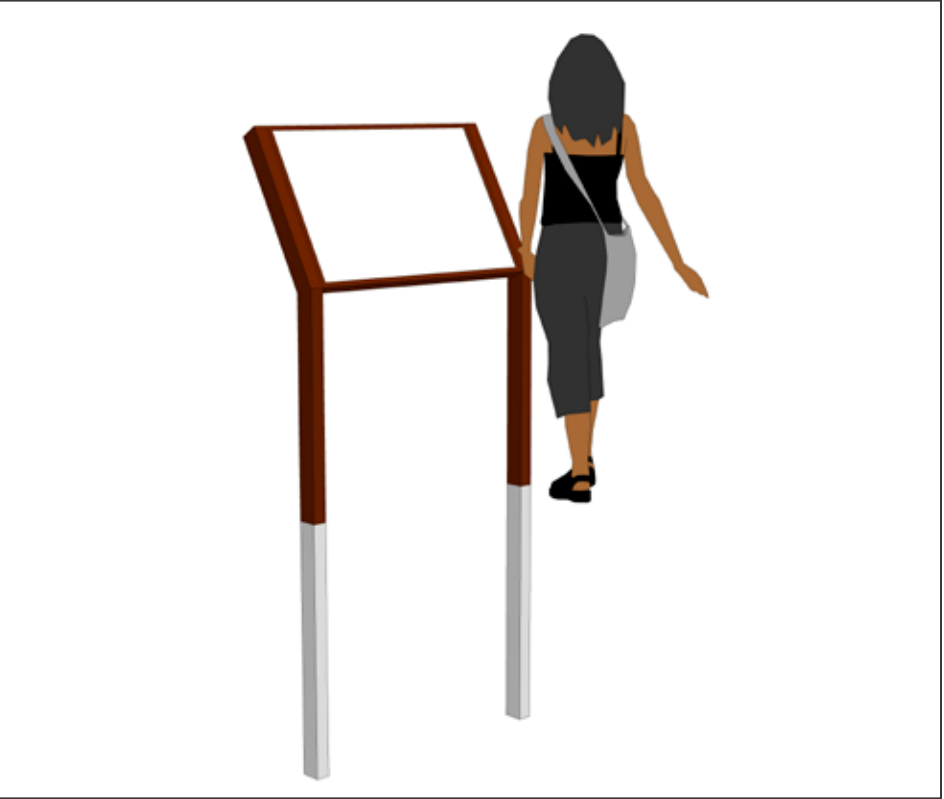
Standard Trailhead: Double-in-line



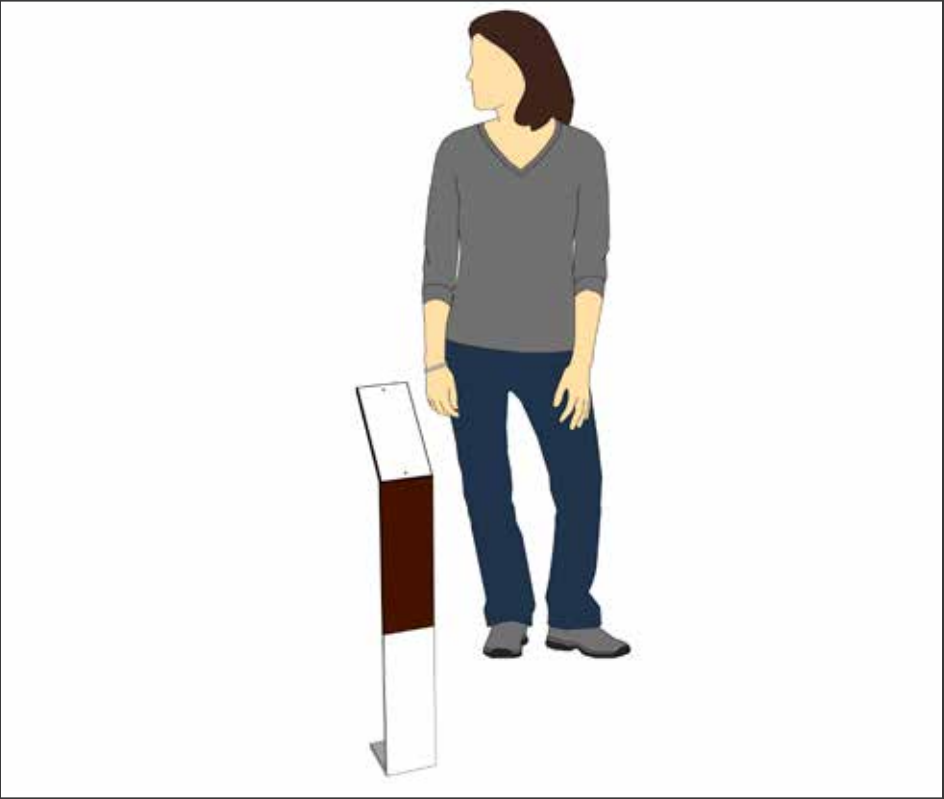
Standard Trailhead with acrylic mount for easily replaceable content



Mini Trailhead: Upright, 24" wide x 36" high panel, painted aluminum posts, in-ground mount

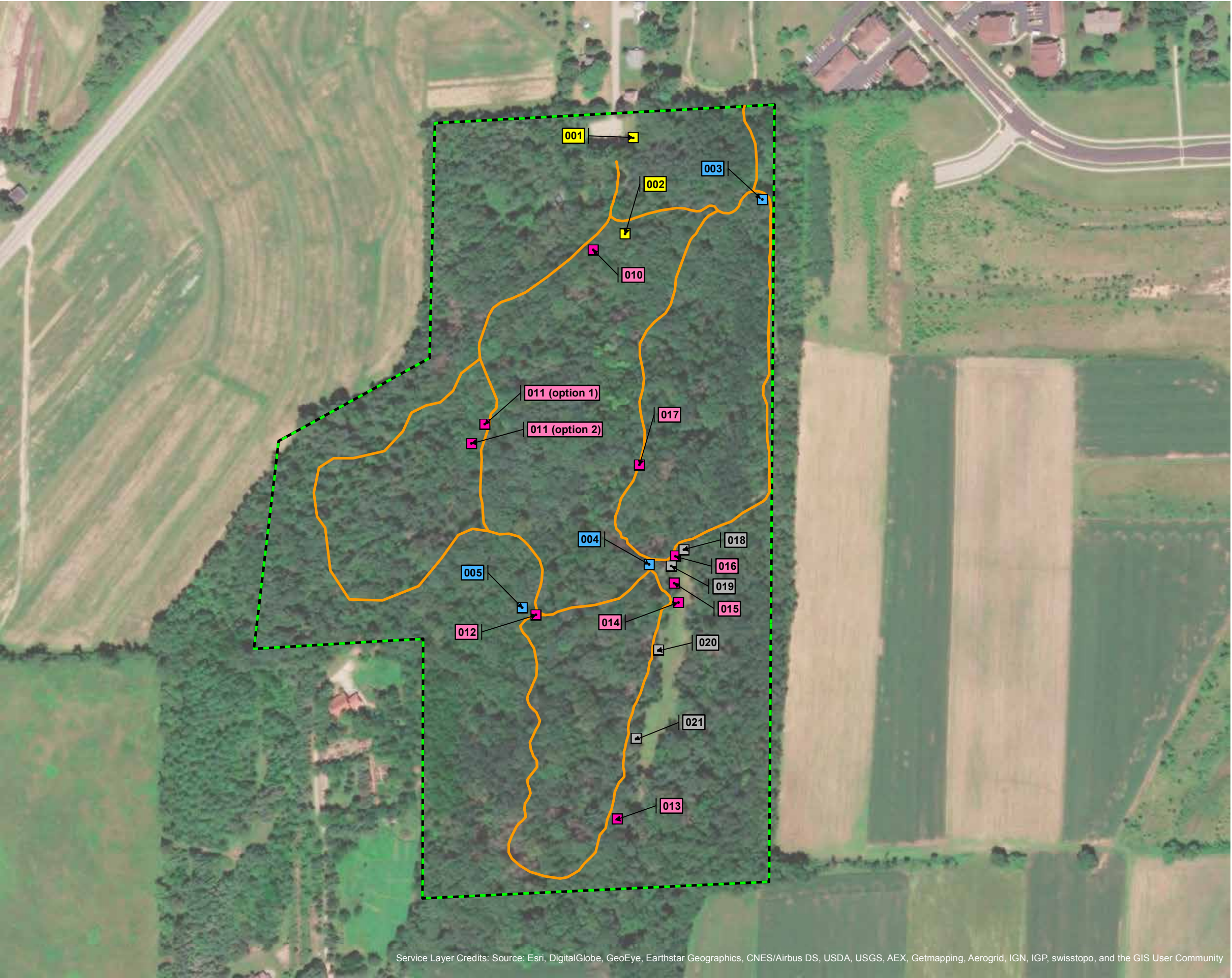


Interpretive Wayside: Low-profile, 36" wide x 24" high panel, painted aluminum posts, in-ground mount



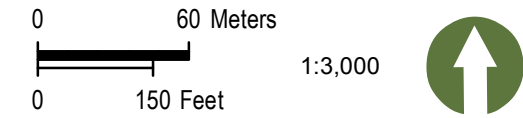
Trailside Signs: Low-profile, 6" wide x 12" high panel, painted aluminum base, in-ground mount

SITE MAPS



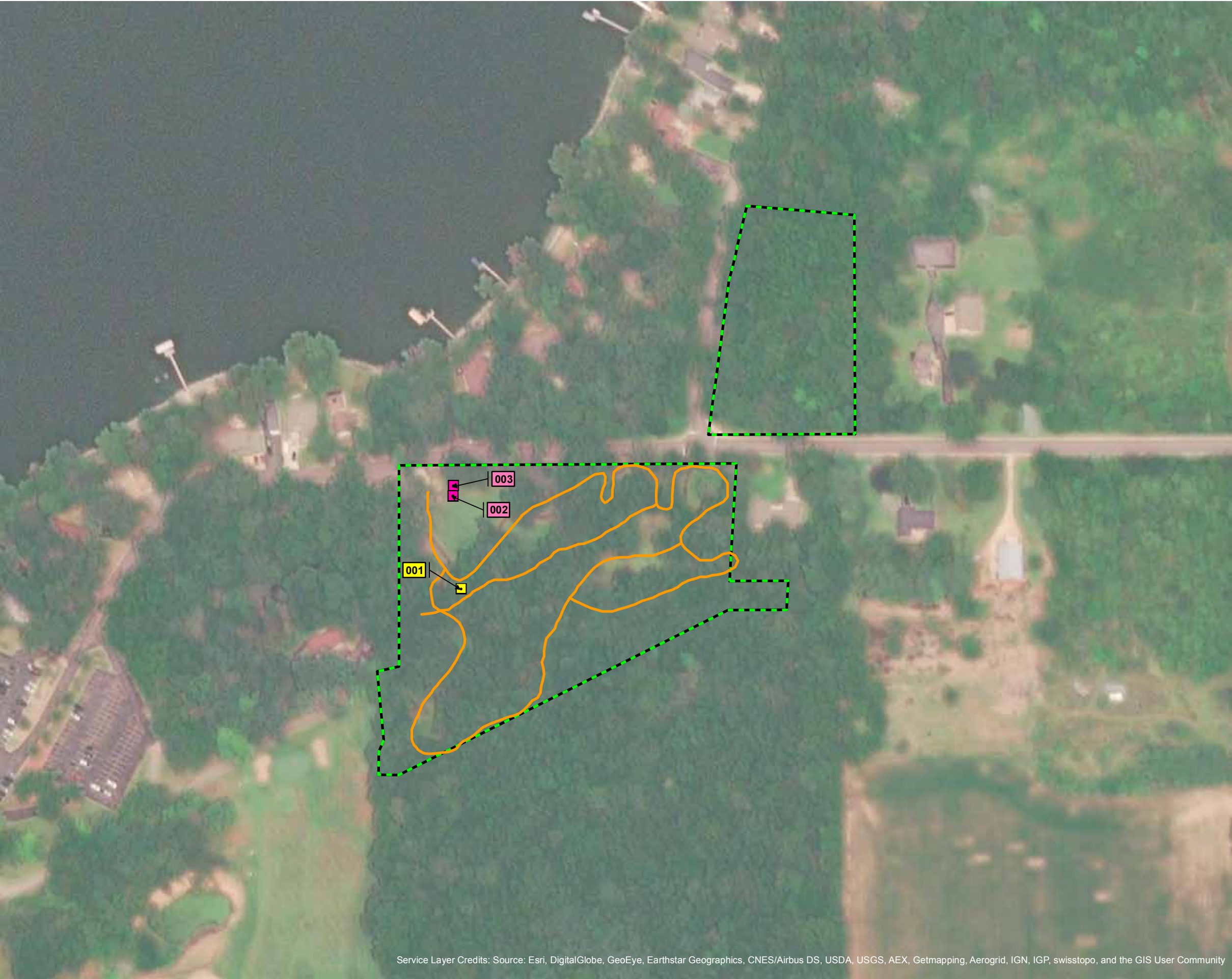
Garman Nature Preserve and Indian Mounds County Park
Concept Plan
Jefferson County, Wisconsin

- Park Boundary
- Trail
- Exhibit Type**
- Orientation & Interpretation
- Orientation
- Interpretation
- Trail Delineation



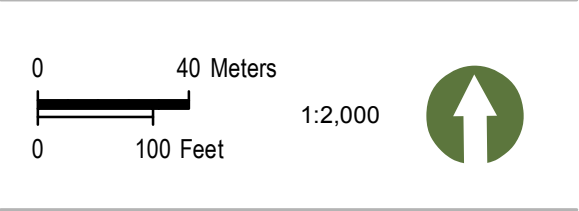
Garman Nature Preserve:
Proposed Exhibits

Figure 1
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Garman Nature Preserve and Indian Mounds County Park
Concept Plan
Jefferson County, Wisconsin

- Park Boundary
 - Trail
- Exhibit Type**
- Orientation & Interpretation
 - Interpretation



Indian Mounds County Park:
Proposed Exhibits

Service Layer Credits: Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

EXHIBITS

EXHIBITS BY LOCATION

GARMAN NATURE PRESERVE (GNP)

- GNP-001 to 002: Orientation & Interpretation
- GNP-003 to 005: Orientation
- GNP-010 to 017: Interpretation
- GNP-018 to 021: Trail Delineation (resource protection signs at the mounds)

INDIAN MOUNDS COUNTY PARK (IMP)

- IMP-001: Orientation & Interpretation
- IMP-002 to 003: Interpretation

SUBJECT: Welcome to Garman Nature Preserve

PURPOSE: To let people know where they are and convey park rules and regulations. To honor the Garman gift and introduce the park’s special features.

Content Points:

- Mrs. Theo Garman donated the land to create this 40-acre nature preserve as a memorial to her late husband, Dr. J.S. Garman, in 2003.
- The preserve has these special features (to be indicated on the site map):
 - glacial landscape (drumlin, boulders)
 - Native American mounds
 - patches of Giant Yellow Hyssop
 - restoration of oak savanna plant community
 - hilltop overlooks
- park rules/regs (see 002A or current GNP brochure)

Possible Graphics:

- site map showing trail outlines as well as locations of the park’s features (see above); this map will not include detailed trail information (trail names, lengths, difficulty)
- park rules/regs
- historical photo of Dr. and Mrs. Garman (pending Mrs. Garman’s approval)

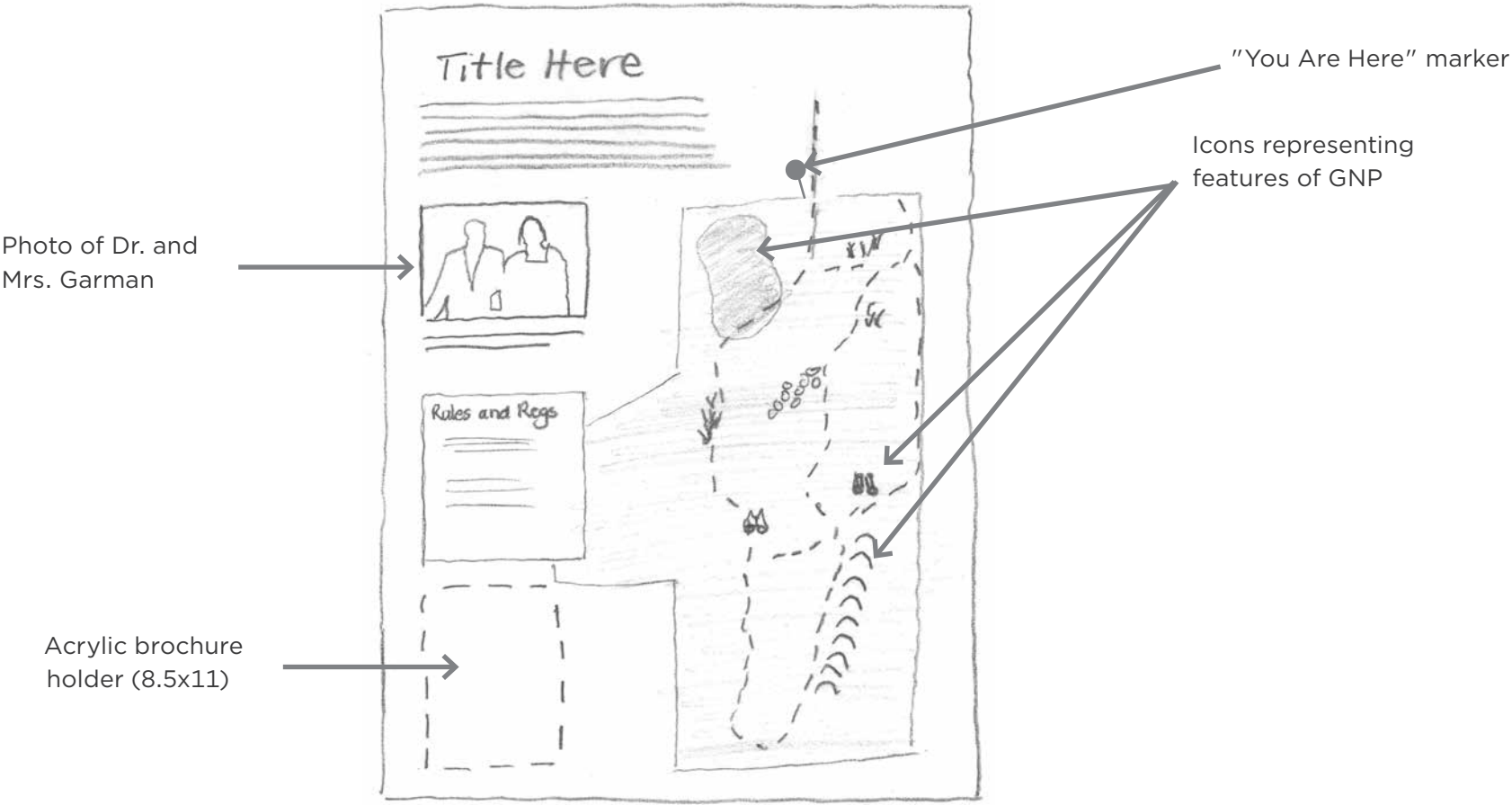
Notes & Questions:

- To what degree does Mrs. Garman want her gift to be publicly acknowledged?
- How much/what information to provide about the Garmans as members of Waterloo community? Include a photo of the Garmans or no?

Site Preparation:

- Include an 8.5” x 11” acrylic frame for changeable event/program information; possibly add a brochure holder for trail maps
- Remove existing bulletin case; remove one section of fence
- Add rock or concrete barrier to protect visitors from cars in parking lot

THUMBNAIL:



WAYSIDE:

- **TYPE:** Upright
- **SIZE:** 36" x 48"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** 6"x 6" or 4"x 6" wooden posts w/ painted aluminum frames
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** parking lot
- **ORIENTATION:** East
- **LAT:** 43°10'33.49"N
- **LONG:** - 89° 0'13.79"W



SUBJECT: Trailhead/Rules and Regulations

PURPOSE: To show the GNP trail system, provide trail information, and convey park rules & regulations.

Content Points:

- Trail names, lengths, and difficulty
- The preserve has these special features (to be indicated on the trail map):

glacial landscape (drumlin, boulders)

Native American mounds

Giant Yellow Hyssop

restoration of oak savanna plant community

hilltop overlooks
- park rules/regs:

vehicles must remain on designated roads or parking areas

hikers must stay on designated trails

dogs must be kept on a leash no longer than 6 feet

dog waste must be picked up and disposed of in designated receptacles

no bicycles

no overnight camping

campfires only in grills or campfire rings

no hunting or fireworks allowed in the park

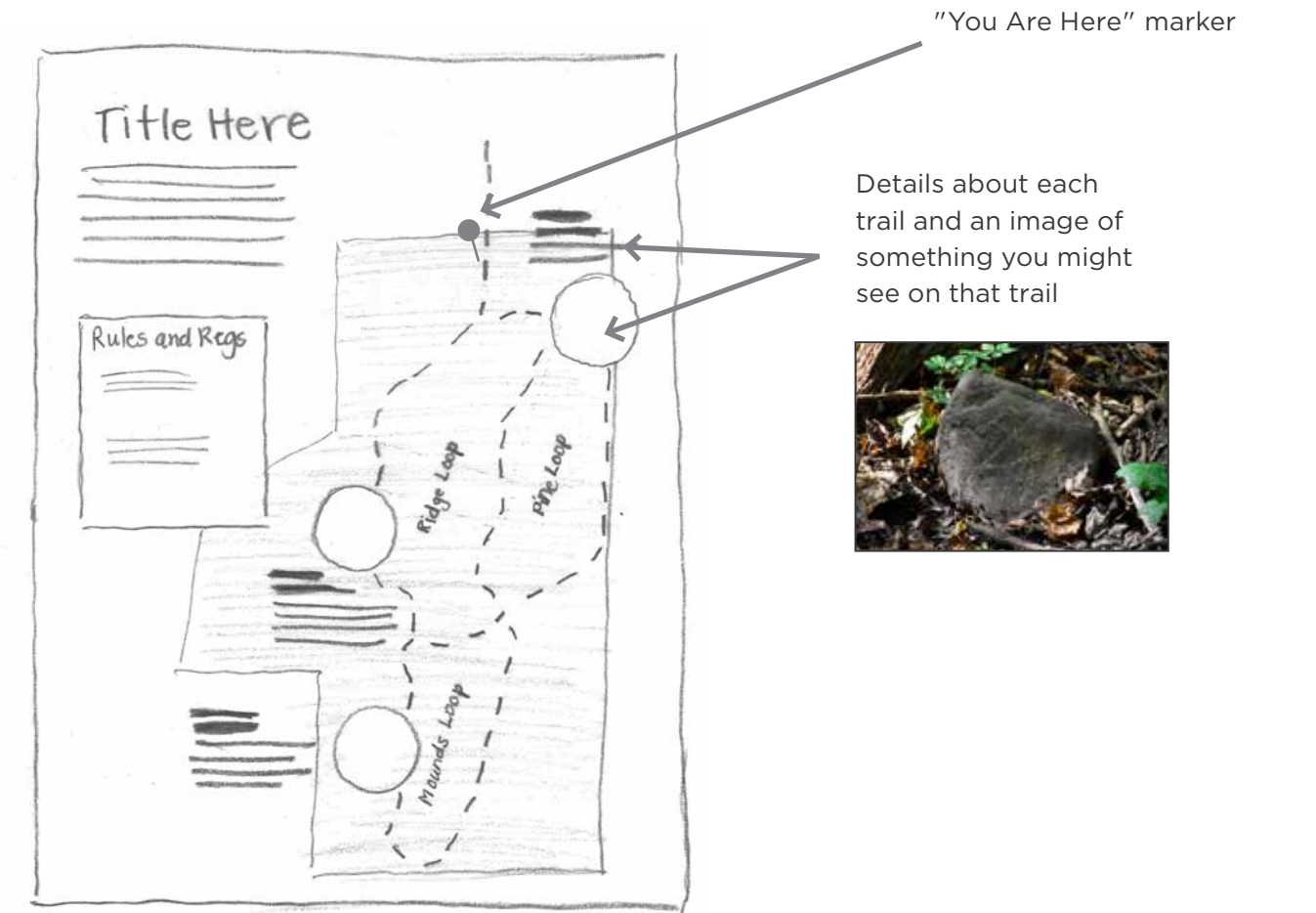
Possible Graphics:

- trail map, to include detailed trail information (trail names, length, difficulty) as well as locations of park features
- park rules/regs

Site Preparation:

- remove existing sign structure (large wooden frame)

THUMBNAIL:



WAYSIDE:

- **TYPE:** Double-in-line w/ roof
- **SIZE:** 36" x 48"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** 6"x 6" or 4"x 6" wooden posts w/ painted aluminum frames
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** Trails entrance
- **ORIENTATION:** South
- **LAT:** 43°10'31.11"N
- **LONG:** - 89° 0'13.50"W



SUBJECT: Ho-Chunk Nation/Stewardship

PURPOSE: To introduce the Ho-Chunk Nation’s connection to this site, and encourage respectful stewardship of park resources.

Content Points:

- The mounds are an ancient burial & religious site, created by the ancestors of the Ho-Chunk people.
- This is still a sacred site for Ho-Chunk people.
- Please respect this place as you would your own place of worship.
- Please refrain from walking on the mounds or littering.
- Encourage visitors to be good stewards of the park’s resources (take only photographs; leave only footprints)

Possible Graphics:

- contemporary photo of Ho-Chunk people at GNP, either from the rededication of the mounds after stabilization (Nov 2012) or other photo of Ho-Chunk people using the site
- Great Seal of the Ho-Chunk Nation
- contemporary photo of non-Native respectful hikers or photographers on site

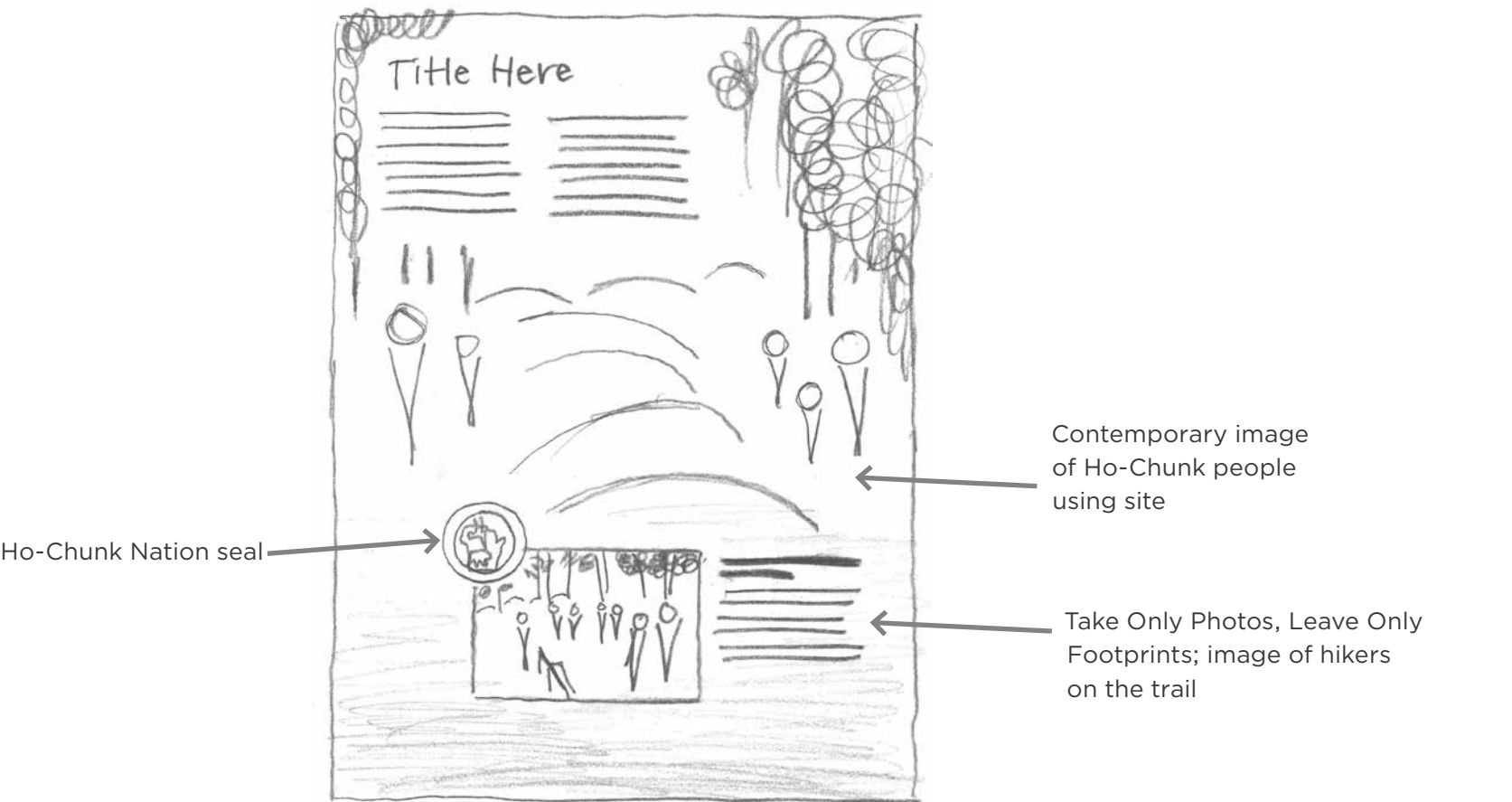
Notes & Questions:

- Needs Ho-Chunk consultation & approval

Site Preparation:

- Remove existing sign structure (large wooden frame).

THUMBNAIL:



WAYSIDE:

- **TYPE:** Double-in-line w/ roof
- **SIZE:** 36" x 48"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** 6"x 6" or 4"x 6" wooden posts w/ painted aluminum frames
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** Trails entrance
- **ORIENTATION:** South
- **LAT:** 43°10'31.11"N
- **LONG:** - 89° 0'13.50"W



SUBJECT: Mini-trailhead

PURPOSE: To show the GNP trail system with “You Are Here” marker, convey trail rules & regulations, and highlight an animal that visitors might encounter in the park (e.g. fox, owl, or turkey).

Content Points:

- significance of the selected animal (e.g. fox, owl, or turkey)
- park rules/regs (see 002A or current GNP brochure)

Possible Graphics:

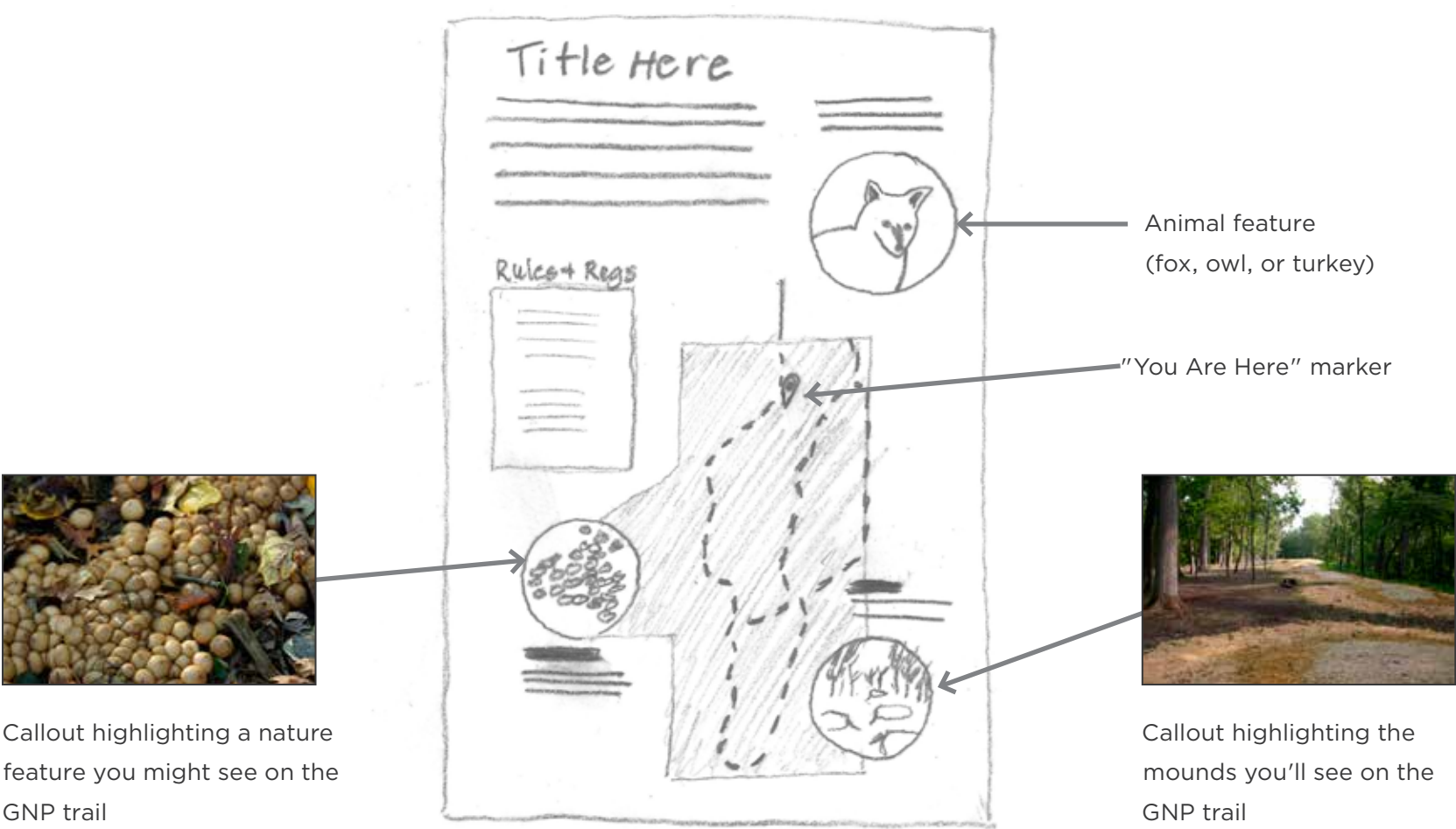
- trail map w/ “You Are Here” marker
- rules/regs
- inset photo of highlighted animal

Notes & Questions:

- Please provide preference of animal to feature with review comments.

Site Preparation:

THUMBNAIL:



Callout highlighting a nature feature you might see on the GNP trail

Callout highlighting the mounds you'll see on the GNP trail

WAYSIDE:

- **TYPE:** Upright
- **SIZE:** 24" x 36"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** Painted aluminum
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** Intersection of WRT access trail and GNP Pine Loop trail
- **ORIENTATION:** Southeast
- **LAT:** 43°10'32.32"N
- **LONG:** - 89° 0'9.21"W



SUBJECT: Mini-trailhead

PURPOSE: To show the GNP trail system with “You Are Here” marker, convey trail rules and regulations, and highlight Giant Yellow Hyssop.

Content Points:

- significance of the Giant Yellow Hyssop
- Giant Yellow Hyssop is an indicator species for oak savanna. It’s a clue to what kind of native plant community existed here.
- park rules/regs (see 002A or current GNP brochure)

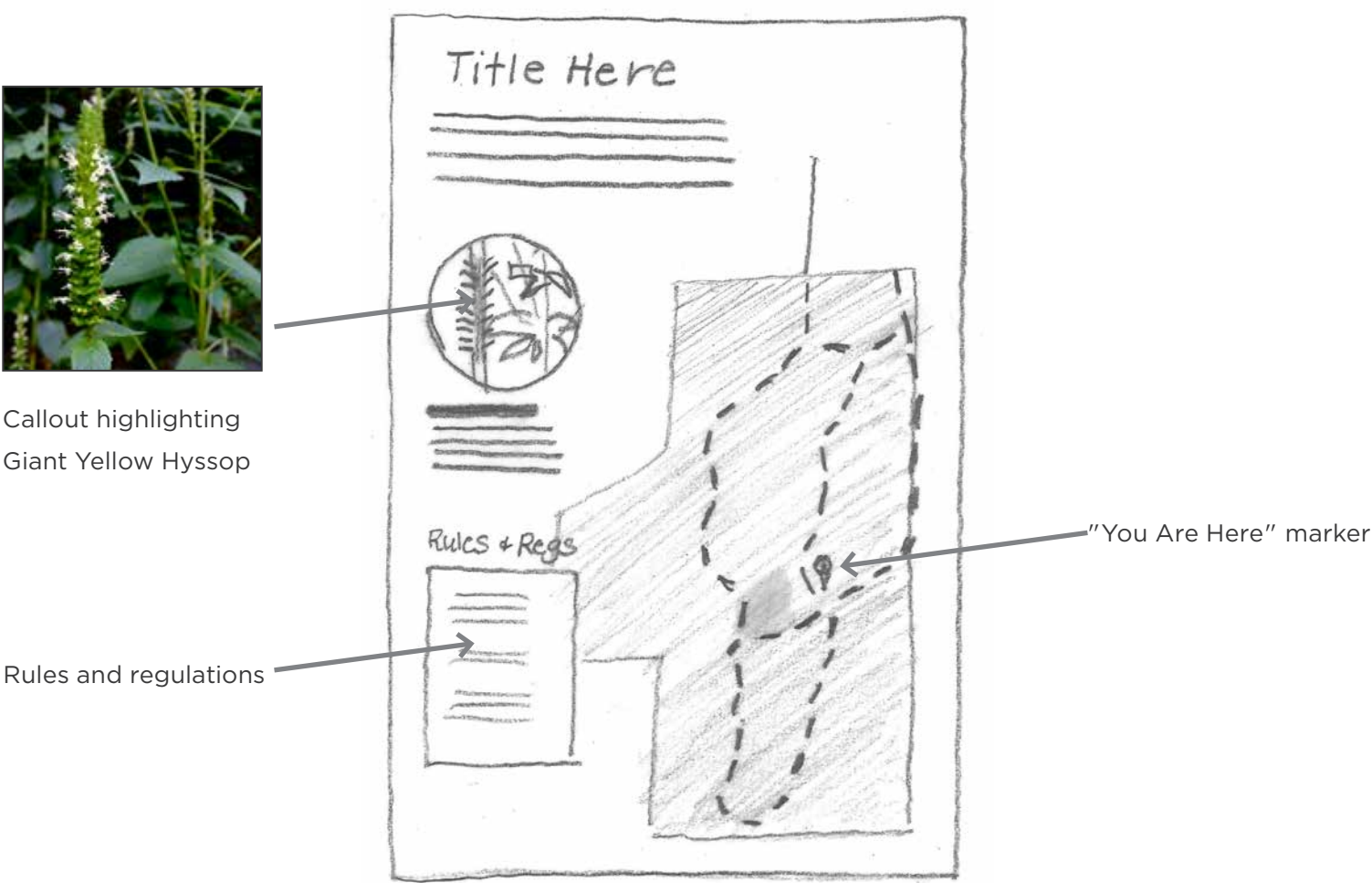
Possible Graphics:

- trail map w/ “You Are Here” marker
- rules/regs
- inset photo of Giant Yellow Hyssop

Notes & Questions:

Site Preparation:

THUMBNAIL:



WAYSIDE:

- **TYPE:** Upright
- **SIZE:** 24" x 36"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** Painted aluminum
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** Intersection of Pine Loop, Ridge Loop & Mounds Loop
- **ORIENTATION:** Southwest
- **LAT:** 43°10'22.75"N
- **LONG:** - 89° 0'12.81"W



SUBJECT: Mini-trailhead

PURPOSE: To show the GNP trail system with “You Are Here” marker, convey trail rules and regulations, and highlight Pileated Woodpecker.

Content Points:

- significance of the Pileated Woodpecker
- park rules/regs (see 002A or current GNP brochure)

Possible Graphics:

- trail map w/ “You Are Here” marker
- rules/regs
- inset photo of Pileated Woodpecker

Notes & Questions:

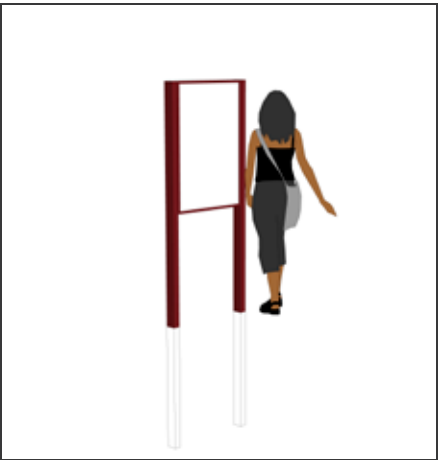
Site Preparation:

THUMBNAIL:



WAYSIDE:

- **TYPE:** Upright
- **SIZE:** 24" x 36"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** Painted aluminum
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** Western intersection of Ridge Loop & Mounds Loop
- **ORIENTATION:** West
- **LAT:** 43°10'21.69"N
- **LONG:** - 89° 0'17.21"W



SUBJECT: Glacial Features: GNP Glaciology

PURPOSE: To explain Wisconsin’s glacial history and summarize how glacial movement shaped the landscape in the preserve.

Content Points:

- During the last ice age, a massive glacier—the Laurentide Ice Sheet—covered most of present-day Canada and the northern United States. Over tens of thousands of years, the edge of the ice sheet advanced south when the climate cooled, and retreated north when the climate warmed.
- About 30,000 years ago, the glacier advanced south into what’s now Wisconsin. This spot was covered by ice that might have been as much as a mile thick.
- The glacier retreated north out of Wisconsin about 11,000 years ago. It left behind landscape features that tell us it was here and help us reconstruct the path it followed.
- In GNP, those glacial features include the hill in front of you (a drumlin) & quartzite boulders along the trail.

Possible Graphics:

- map showing the extent of the Laurentide Ice Sheet in North America during the Last Glacial Maximum, and the maximum extent of the glacial ice into Wisconsin, with a boundary outline marking the location of Jefferson County
- contemporary photo of a cluster of glacial boulders in GNP

Notes & Questions:

- GNP could provide in-the-field learning for area students to understand how scientists analyze clues on the landscape to reveal information about glacial history.

Site Preparation:

References:

- Master Plan for the Dr. J.S. Garman Nature Preserve (March 2007)
- Alex F. Wall, “Glaciers of the Midwestern U.S.,” The Teacher-Friendly Guide to the Earth Science of the Midwestern U.S., Mark D. Lucas et al, Eds (2014)
- “Wisconsin Geology,” Wisconsin Geological and Natural History Survey, Division of Extension, UW-Madison, <http://wgnhs.uwex.edu/wisconsin-geology>.

THUMBNAIL:



Map of Wisconsin showing Laurentide Ice Sheet advance

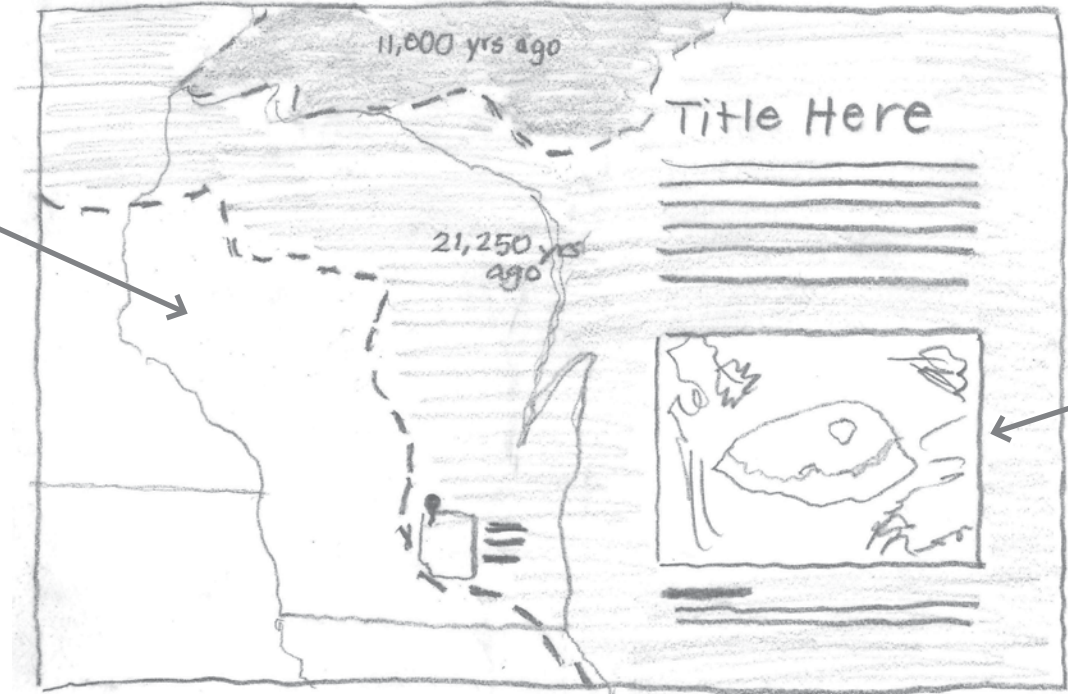


Image of glacial boulders that could be found on site

WAYSIDE:

- **TYPE:** Low profile
- **SIZE:** 36" x 24"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** Painted aluminum
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** Northern end of Ridge Loop trail, just west of main trailhead. At bottom of hill looking up.
- **ORIENTATION:** Southeast
- **LAT:** 43°10'30.74"N
- **LONG:** - 89° 0'15.84"W



SUBJECT: Glacial Features: Boulder Train

PURPOSE: To describe the glacial features evident at GNP in their regional context, specifically the boulder train.

Content Points:

- The GNP landscape was shaped by a glacier that moved into and out of Wisconsin thousands of years ago.
- Some of the rocks you see in the preserve were carried here from Canada by a glacier as it spread south during the last ice age, about 30,000 years ago. When the glacier retreated north, it left these rocks behind.
- We know that these rocks came from elsewhere because they’re made of quartzite, while the surrounding rock is limestone and sandstone.
- They’re part of a "boulder train" in southeastern WI—a cluster of glacial rocks that spreads in a fan shape from Waterloo southwest to Madison and southeast to Whitewater. The boulder train is 60 miles long and 50 miles wide at its widest point.
- The hill you're climbing also was created by the glacier. It’s made of sediment deposited by the ice as it retreated north.

Possible Graphics:

- map of southeastern WI with an outline marking the extent of the boulder train
- photos of a quartzite boulder contrasted with limestone or sandstone rock

Notes & Questions:

- GNP could provide in-the-field learning for area students to understand how scientists analyze clues on the landscape to reveal information about glacial history.

Site Preparation:

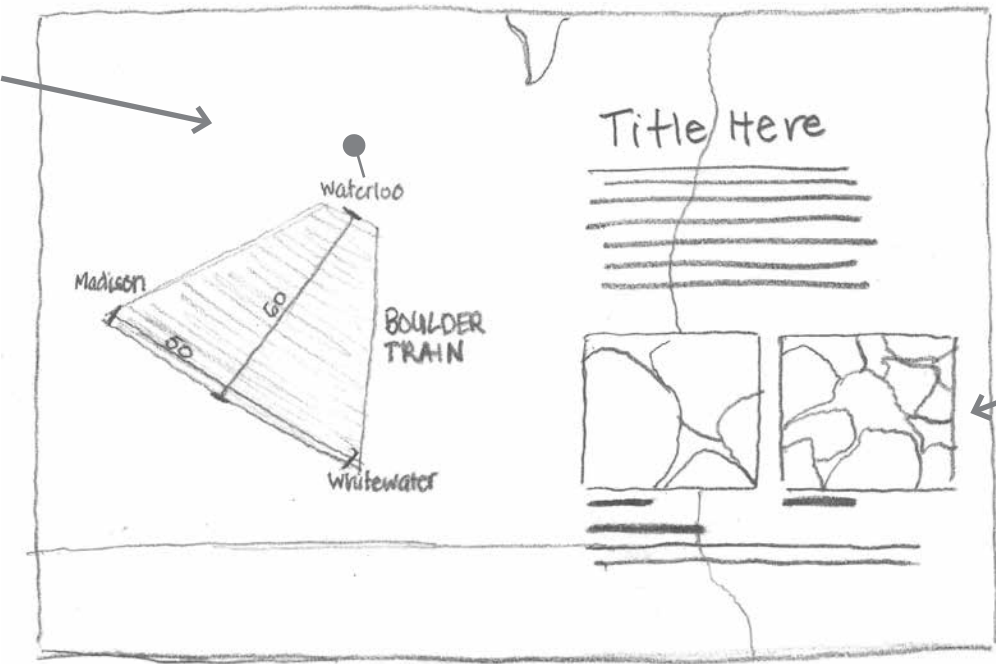
- Two possible locations: one mid-slope, one higher mid-slope

References:

- Master Plan for the Dr. J.S. Garman Nature Preserve (March 2007)
- Alex F. Wall, “Glaciers of the Midwestern U.S.,” The Teacher-Friendly Guide to the Earth Science of the Midwestern U.S., Mark D. Lucas et al, Eds (2014)
- “Wisconsin Geology,” Wisconsin Geological and Natural History Survey, Division of Extension, UW-Madison, <http://wgnhs.uwex.edu/wisconsin-geology>.

THUMBNAIL:

Map of SE Wisconsin showing Boulder Train



Photos showing comparison of quartzite rock and limestone rock



WAYSIDE:

- TYPE:** Low profile
- SIZE:** 36" x 24"
- PANEL MATERIAL:** HPL
- BASE MATERIAL:** Painted aluminum
- COLOR:** Brown
- MOUNT:** In-ground



LOCATION:

- OPTION 1:** Mid-slope, western side Ridge Loop trail
- OPTION 2:** Higher mid-slope, western side Ridge Loop trail
- ORIENTATION:** Northwest
- LAT:** 43°10'26.35"N
- LONG:** - 89° 0'18.43"W



SUBJECT: Trees and Restoration

PURPOSE: To describe the native plant community and the work undertaken to restore a healthy ecosystem.

Content Points:

- In the 1830s, the land that’s now GNP was part of an oak savanna plant community. It was thinly wooded with bur, black, and white oak, and hickory. Periodic fires maintained the native plant community.
- After the mid-nineteenth century, increased settlement, intensified agriculture, fire suppression, and the introduction of non-native and invasive plants drastically changed the landscape in southern Wisconsin.
- The plant community on this hillside changed from oak savanna to a closed-canopy, mixed hardwood forest. Native oaks became unhealthy. Acorns couldn’t germinate without the direct sunlight allowed by an open canopy, so new oak trees weren’t growing. Non-native and invasive plants took hold in the understory.
- Since 2007, Jefferson County Parks has been restoring the oak savanna here through removal of non-native and invasive plants, seeding native trees and understory plants, and controlled burning. This work restores a healthy native plant ecosystem.

Possible Graphics:

- historical photo of GNP (or another nearby place) or illustration demonstrating oak savanna plant community
- historical photo or illustration of GNP (or another nearby place) after transition to non-native plant community
- contemporary photo of savanna restoration work in process at GNP
- Jefferson County Parks planning diagram of restoration work

Notes & Questions:

- What new information has been obtained since the 2007 Master Plan?
- What restoration work has been done at GNP since the 2007 Master Plan was written? What additional restoration work will be done?

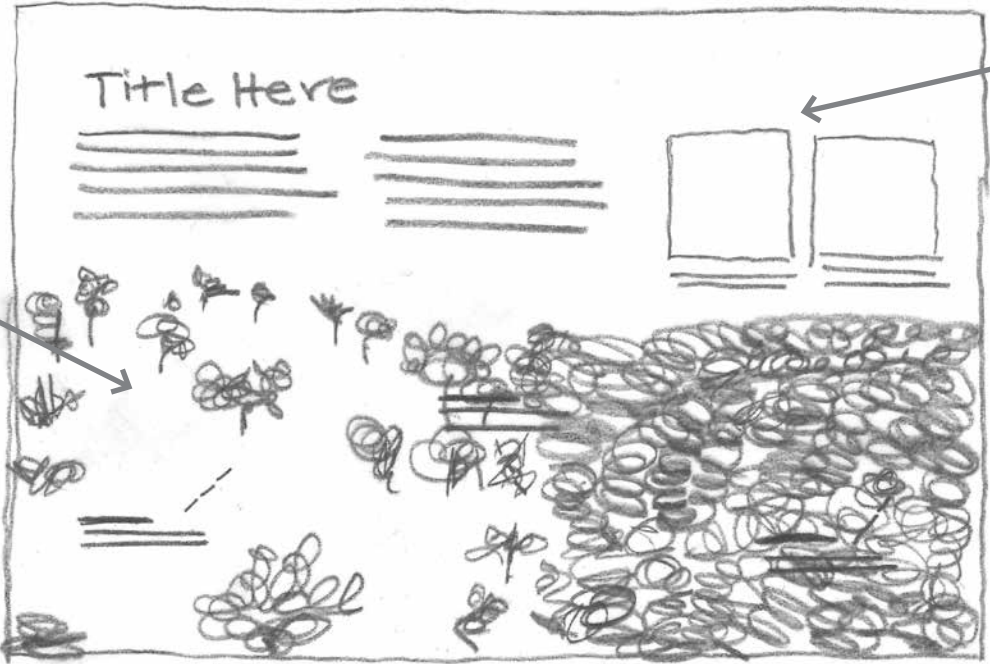
Site Preparation:

References:

- Master Plan for the Dr. J.S. Garman Nature Preserve (March 2007)
- “Welcome to the Dr. J.S. Garman Nature Preserve,” undated Park handout

THUMBNAIL:

Photo blend
comparing oak
savanna with
dense forest



Images of oak savanna
restoration efforts at GNP

WAYSIDE:

- **TYPE:** Low profile
- **SIZE:** 36" x 24"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** Painted aluminum
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** Western intersection of Ridge Loop and Mounds Loop
- **ORIENTATION:** Southeast
- **LAT:** 43°10'21.51"N
- **LONG:** - 89° 0'16.74"W



SUBJECT: Mounds destruction

PURPOSE: To convey the significance of this site in the context of mound destruction in the county/state.

Content Points:

- Once there were thousands of mounds in the region. Most have been destroyed by weather, agriculture, and looting. What visitors see today are some of the fraction of remaining mounds in WI.
- There used to be more mounds here at this site and at the Koshkonong site, where the few remaining mounds are preserved in Indian Mounds County Park.
- These mounds were damaged by looting sometime prior to the 1970s. Whatever they contained is gone; there are no burials or cultural artifacts here.

Possible Graphics:

- new custom illustration depicting how many mounds were here at this site prior to their destruction/reduction
- inset map showing density of mounds that used to be at Koshkonong site, contrasted with what remains at Indian Mounds County Park (depending on available data)
- inset map showing density of mounds that used to be in Jefferson County or WI, contrasted with what remains (depending on available data)

Notes & Questions:

- Needs Ho-Chunk consultation & approval

Site Preparation:

- Mounds area to include a 20-foot diameter circle of rustic seating near the mounds location with a series of low-profile interpretive waysides along the trail, facing the mounds.

References:

- Robert A. Birmingham, *Spirits of Earth: The Effigy Mound Landscape of Madison and the Four Lakes* (2010)
- Hugh Highsmith, *The Mounds of Koshkonong and Rock River* (1997)
- Master Plan for the Dr. J.S. Garman Nature Preserve (March 2007)
- “Mysteries of the Mounds” video, Hoard Historical Museum (2008)
- “Welcome to the Dr. J.S. Garman Nature Preserve,” undated Park handout

THUMBNAIL:



WAYSIDE:

- **TYPE:** Low profile
- **SIZE:** 36" x 24"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** Painted aluminum
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** South end of mounds area, along the trail, facing the mounds (placement of 013-016 could be swapped)
- **ORIENTATION:** Northeast
- **LAT:** 43°10'16.28"N
- **LONG:** - 89° 0'14.35"W



SUBJECT: Mounds description

PURPOSE: To explain what conical mounds are and how we understand them.

Content Points:

- Answer the question: What am I looking at?
- This site has 22 conical and linear mounds; most are conical, with the round shape and domed top.
- Some mounds contained burials. There are no burials here and no cultural artifacts.
- Describe how the mounds are aligned and explains how they were constructed.
- Explain how archaeological research and Native American community knowledge tell us what we know about the mounds.

Possible Graphics:

- aerial photo or drone photo showing alignment of mounds from above
- illustration or photograph depicting mound archaeology (avoiding anything culturally sensitive or inappropriate)

Notes & Questions:

- Needs Ho-Chunk consultation & approval
- Can JCP provide a description of how the mounds are aligned and explain their construction from previous Ho-Chunk consultation?

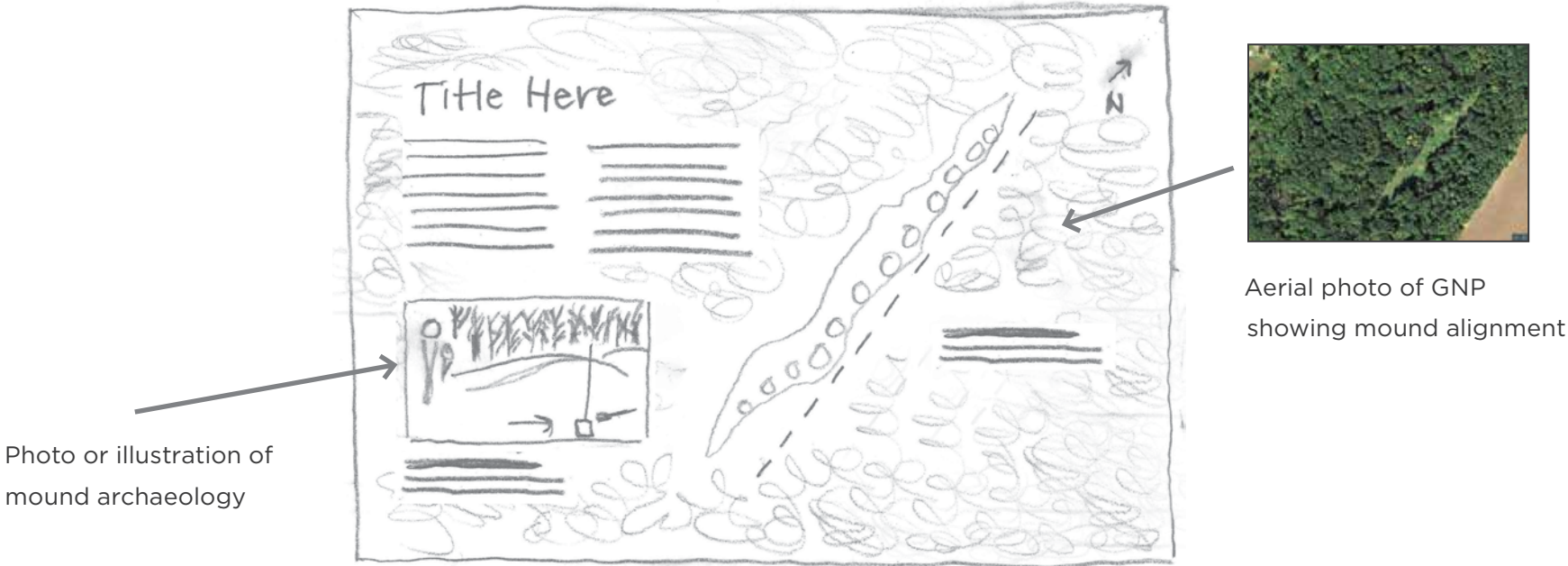
Site Preparation:

- Mounds area to include a 20-foot diameter circle of rustic seating near the mounds location with a series of low-profile interpretive waysides along the trail, facing the mounds.

References:

- Robert A. Birmingham, Spirits of Earth: The Effigy Mound Landscape of Madison and the Four Lakes (2010)
- Hugh Highsmith, The Mounds of Koshkonong and Rock River (1997)
- Master Plan for the Dr. J.S. Garman Nature Preserve (March 2007)
- “Mysteries of the Mounds” video, Hoard Historical Museum (2008)
- “Welcome to the Dr. J.S. Garman Nature Preserve,” undated Park handout

THUMBNAIL:



WAYSIDE:

- **TYPE:** Low profile
- **SIZE:** 36" x 24"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** Painted aluminum
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** Middle of mounds area, along the trail, facing the mounds (placement of 013-016 could be swapped)
- **ORIENTATION:** East/Southeast
- **LAT:** 43°10'21.78"N
- **LONG:** - 89° 0'12.42"W



SUBJECT: Mounds broader context

PURPOSE: To explain how these mounds fit into the cultural geography of the mound-building culture in this area.

Content Points:

- Answers the question: Why here?
- People camped here and mounds were built here because of the proximity to the river, the availability of food, and the height of the hill.
- This site was part of a larger cultural geography. This was one place in the larger round of seasonal camps, food-gathering, and cultural activities.
- This site probably was connected within the seasonal rounds to the location that’s now Indian Mounds County Park. What’s now Koshkanong Lake was a wetland with wild rice beds surrounded by villages and hundreds of effigy mounds.

Possible Graphics:

- new illustration of cultural activities at Koshkonong site
- inset map of this site and other seasonal locations (depending on available data)

Notes & Questions:

- Needs Ho-Chunk consultation & approval
- Can JCP provide any information about this content from previous consultation with the Ho-Chunk Nation?

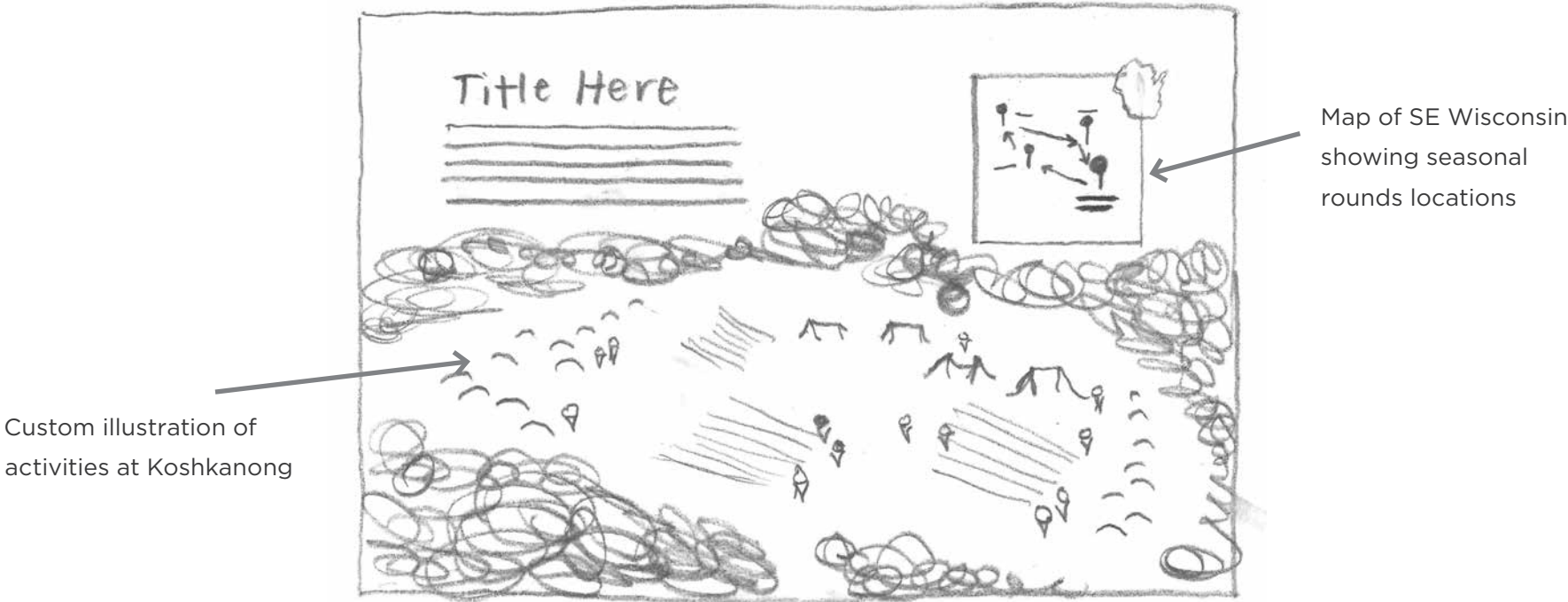
Site Preparation:

- Mounds area to include a 20-foot diameter circle of rustic seating near the mounds location with a series of low-profile interpretive waysides along the trail, facing the mounds.

References:

- Robert A. Birmingham, Spirits of Earth: The Effigy Mound Landscape of Madison and the Four Lakes (2010)
- Hugh Highsmith, The Mounds of Koshkonong and Rock River (1997)
- Master Plan for the Dr. J.S. Garman Nature Preserve (March 2007)
- “Mysteries of the Mounds” video, Hoard Historical Museum (2008)
- “Welcome to the Dr. J.S. Garman Nature Preserve,” undated Park handout

THUMBNAIL:



WAYSIDE:

- **TYPE:** Low profile
- **SIZE:** 36" x 24"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** Painted aluminum
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** Middle-north of mounds area, along the trail, facing the mounds (placement of 013-016 could be swapped)
- **ORIENTATION:** East/Southeast
- **LAT:** 43°10'22.27"N
- **LONG:** - 89° 0'11.95"W



SUBJECT: Mound-building culture

PURPOSE: To describe the culture that built these mounds and explain why they were built.

Content Points:

- Answers the questions: Who built these mounds and why?
- These mounds were built by the Woodland culture more than 800 to 1200 years ago. The mound builders were ancestors of today’s Ho-Chunk Nation.
- Woodland peoples built mounds in gathering places. They marked sacred sites, maintained connections to ancestors, and preserved the people’s history.
- This site likely was a summer gathering place where people collected food, renewed relationships, and maintained cultural traditions.
- From 500 BC to 1200 AD, Woodland cultures covered most of the eastern half of what’s now the US, including Wisconsin in the upper Midwest.

Possible Graphics:

- new illustration of cultural activities when this site was in use
- inset map showing extent/location of Woodland culture in North America

Notes & Questions:

- What is the most accurate information for dating of the mounds? According to Master Plan, between A.D. 550-800; according to Park handout, over 800 years ago.
- Needs Ho-Chunk consultation & approval

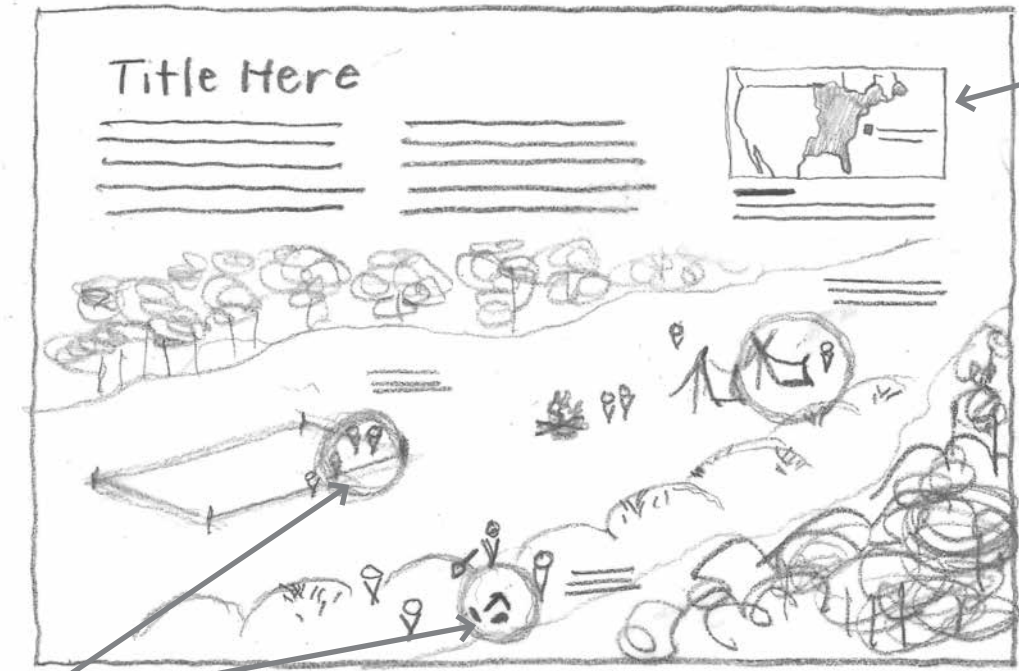
Site Preparation:

- Mounds area to include a 20-foot diameter circle of rustic seating near the mounds location with a series of low-profile interpretive waysides along the trail, facing the mounds.

References:

- Robert A. Birmingham, Spirits of Earth: The Effigy Mound Landscape of Madison and the Four Lakes (2010)
- Hugh Highsmith, The Mounds of Koshkonong and Rock River (1997)
- Master Plan for the Dr. J.S. Garman Nature Preserve (March 2007)
- “Mysteries of the Mounds” video, Hoard Historical Museum (2008)
- “Welcome to the Dr. J.S. Garman Nature Preserve,” undated Park handout

THUMBNAIL:



Map of North America showing expanse of Woodland culture

Custom illustration of Woodland activities at GNP site in the summer

WAYSIDE:

- TYPE:** Low profile
- SIZE:** 36" x 24"
- PANEL MATERIAL:** HPL
- BASE MATERIAL:** Painted aluminum
- COLOR:** Brown
- MOUNT:** In-ground



LOCATION:

- DESCRIPTION:** North end of mounds area, along the trail, facing the mounds (placement of 013-016 could be swapped)
- ORIENTATION:** Southeast
- LAT:** 43°10'23.08"N
- LONG:** - 89° 0'12.13"W



SUBJECT: Glacial Features: County Glaciology

PURPOSE: To explain the GNP drumlin within the context of the regional glacial landscape, specifically the drumlin field in Jefferson and neighboring counties.

Tactile Purpose:

To convey that there are many hills of glacial sediment on the landscape in Jefferson County, and demonstrate that the hills' alignment reveals the direction in which the glacier retreated.

Content Points:

- The hill you’re standing on top of is a glacial drumlin, one of many scattered across southeastern Wisconsin, including parts of Jefferson, Dane, and Dodge counties.
- This “drumlin field” formed between 20,000 and 15,000 years ago when a massive glacier slowly retreated north. As the ice melted and the glacier receded, it dropped deposits of broken rock and dirt, leaving hills of sediment on the landscape.
- The alignment of the drumlins reveals the direction of glacial movement as the ice retreated. Drumlins lay perpendicular to the edge of the retreating glacier.

Possible Graphics:

- bronze 3D tactile: topographic map showing drumlin field in Jefferson County, marking direction of glacial retreat
- illustration showing how a drumlin is formed by a retreating glacier
- LIDAR map showing the elevation of the GNP drumlin with an outline marking the boundaries of the preserve and a “You Are Here” arrow showing current location

Notes & Questions:

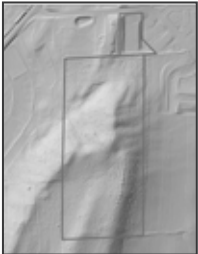
- Consider ways to encourage visitors to follow the trail to this exhibit location, once the trail becomes a dead-end spur.
- GNP could provide in-the-field learning for area students to understand how scientists analyze clues on the landscape to reveal information about glacial history.

Site Preparation:

References:

- Master Plan for the Dr. J.S. Garman Nature Preserve (March 2007)
- Alex F. Wall, “Glaciers of the Midwestern U.S.,” The Teacher-Friendly Guide to the Earth Science of the Midwestern U.S., Mark D. Lucas et al, Eds (2014)
- “Wisconsin Geology,” Wisconsin Geological and Natural History Survey, Division of Extension, UW-Madison, <http://wgnhs.uwex.edu/wisconsin-geology>.

THUMBNAIL:



LIDAR elevation map that shows GNP is on a drumlin

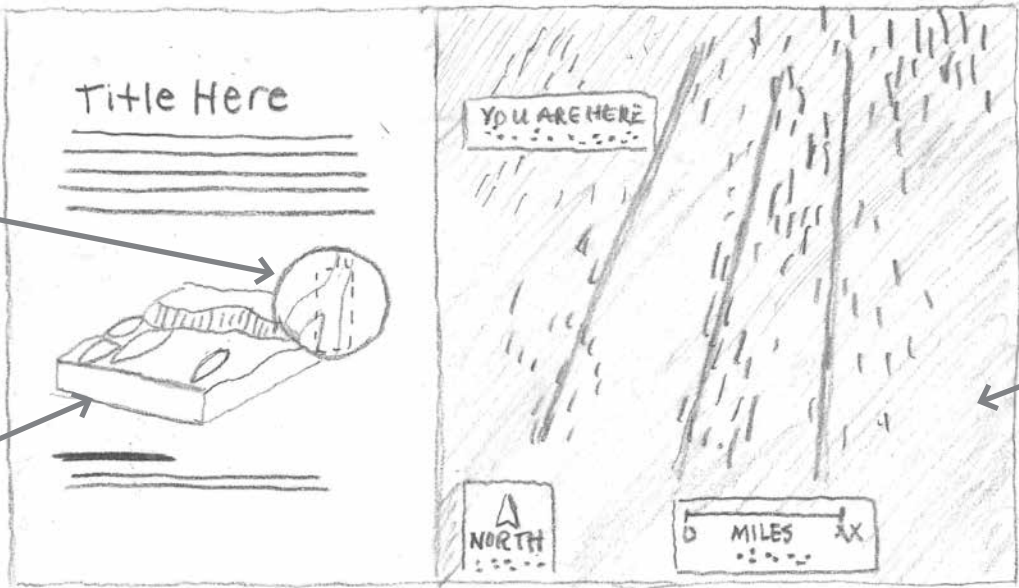


Diagram demonstrating how glaciers produce drumlins

Bronze tactile revealing drumlin alignment in Jefferson County & direction of glacier’s retreat

WAYSIDE:

- TYPE:** Four-legged low-profile w/ 22" x 22" x 1" bronze tactile
- SIZE:** 42" x 24" low profile w/ 24" x 24" bronze tactile
- PANEL MATERIAL:** HPL
- BASE MATERIAL:** Painted aluminum
- COLOR:** Brown
- MOUNT:** In-ground



LOCATION:

- DESCRIPTION:** Midway up trail leg shared by Pine Loop & Ridge Loop; just north of preserve’s highest point
- ORIENTATION:** North
- LAT:** 43°10'25.27"N
- LONG:** - 89° 0'13.10"W



SUBJECT: Trail delineation

PURPOSE: To identify the trail and encourage visitors to stay on the trail and off the mounds.

Content Points:

- Respect this sacred place
- Stay on the trail
- Stay off the mounds

Possible Graphics:

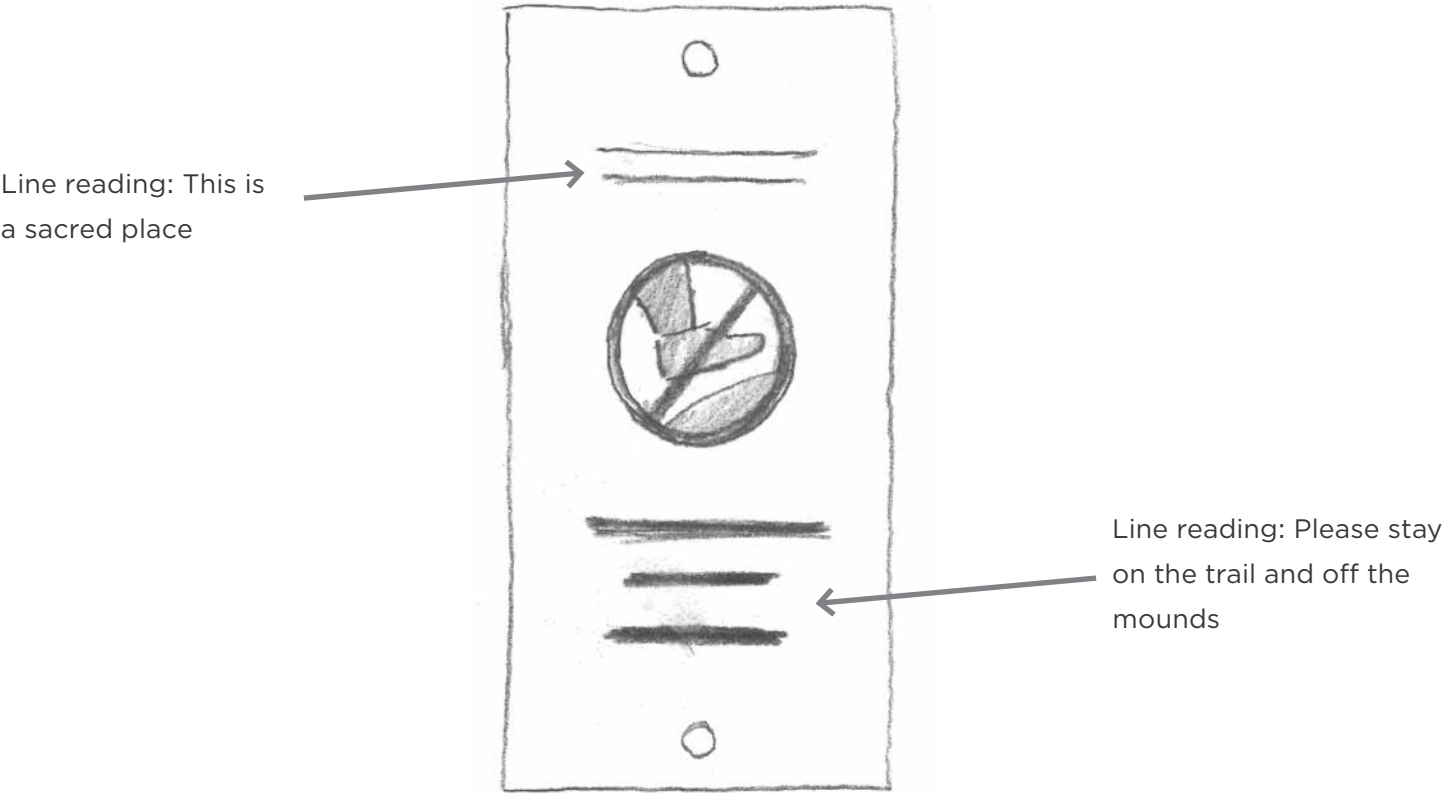
- Icon depicting “Stay off”

Notes & Questions:

Site Preparation:

- Suggested as a series of four (4) identical signs, located along the vegetated barrier and interspersed among the larger interpretive signs.

THUMBNAIL:



WAYSIDE:

- **TYPE:** Trailside
- **SIZE:** 6" x 12"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** Painted aluminum
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** Mounds area, along the trail adjacent to the mounds
- **ORIENTATION:** East/Southeast
- **LAT:** multiple
- **LONG:** multiple



SUBJECT: Orientation/Stewardship

PURPOSE: To let visitors know where they are and convey stewardship messaging through the land donation.

Content Points:

- The site contains 11 effigy mounds and the remnant of an ancient walking trail.
- The site was donated to Jefferson County Parks by Hugh Highsmith with assistance from the Fort Atkinson Historical Society so that it would be preserved and maintained for public use.

Possible Graphics:

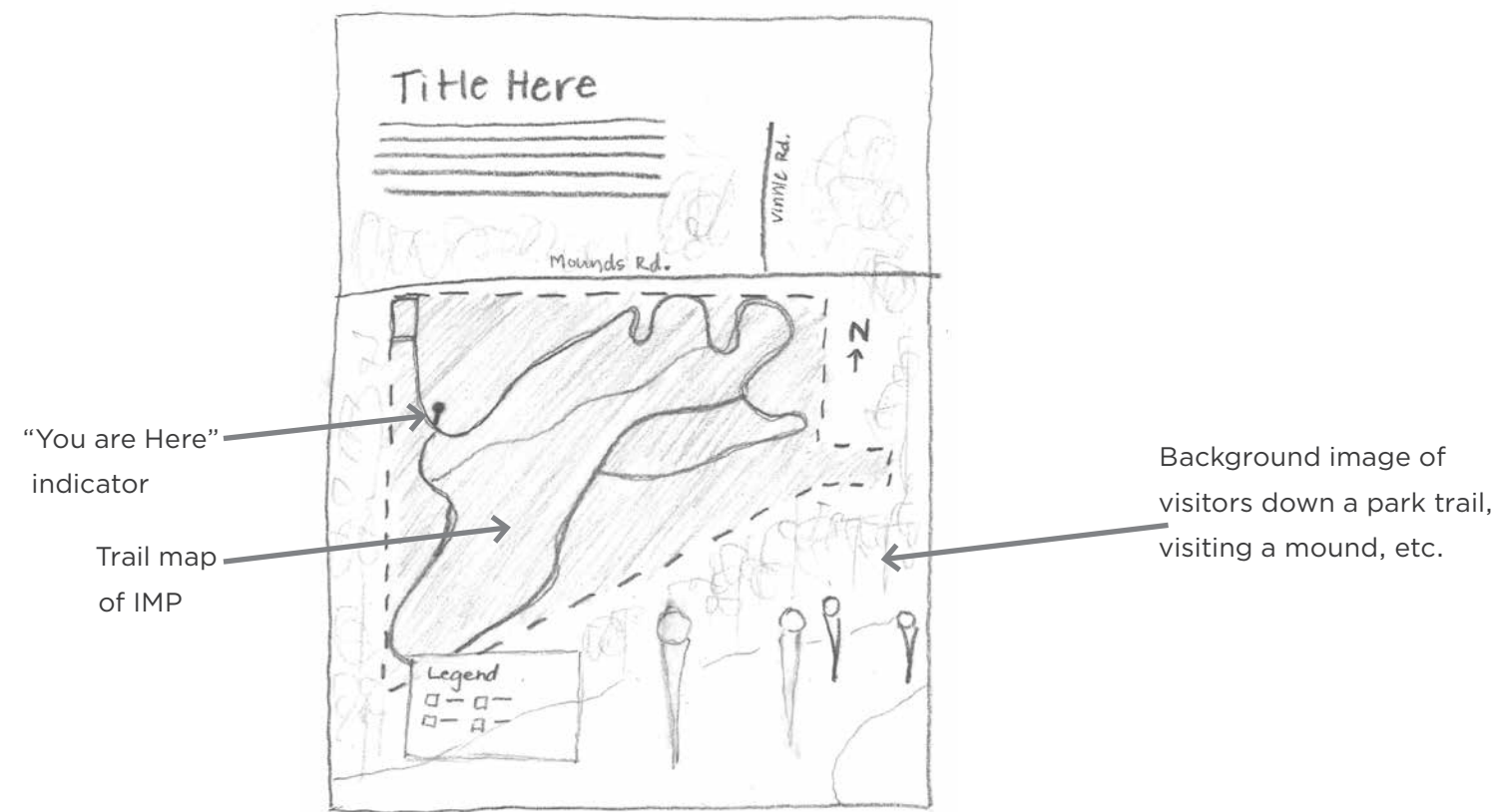
- trail map

Notes & Questions:

Site Preparation:

- Include brochure holder for maps.

THUMBNAIL:



WAYSIDE:

- **TYPE:** Double-in-line
- **SIZE:** 36" x 48"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** 6"x 6" or 4"x 6" wooden posts w/ painted aluminum frames
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** Beginning of the trail loop
- **ORIENTATION:** South/Southeast
- **LAT:** 42°52'28.82"N
- **LONG:** - 88°54'32.12"W



SUBJECT: Effigy Mounds

PURPOSE: To explain what effigy mounds are and convey the significance of this site in the context of mound destruction.

Content Points:

- Answers the question: What am I looking at?
- These mounds were built by the Woodland culture about 1500 years ago.
- Effigy mounds were built at gathering places in shapes of what we interpret to be animals, people, or other symbols. They might represent things associated with water, earth, and sky.
- Mounds tell stories and mark sacred sites. They might represent creation stories. They preserve ancient people's history.
- Some effigy mounds had burials. There are no burials here and no cultural artifacts.
- Once there were thousands of mounds in the region. Most have been destroyed by weather, agriculture, and looting. These are some of the few remaining mounds in WI.

Possible Graphics:

- aerial photo or drone photo of the site with mound shapes outlined
- inset map showing density of mounds there used to be at Koshkonong site, contrasted with what remains at Indian Mounds County Park (depending on available data)
- repurpose from GNP: inset map showing density of mounds there used to be in Jefferson County or WI, contrasted with what remains (depending on available data)

Notes & Questions:

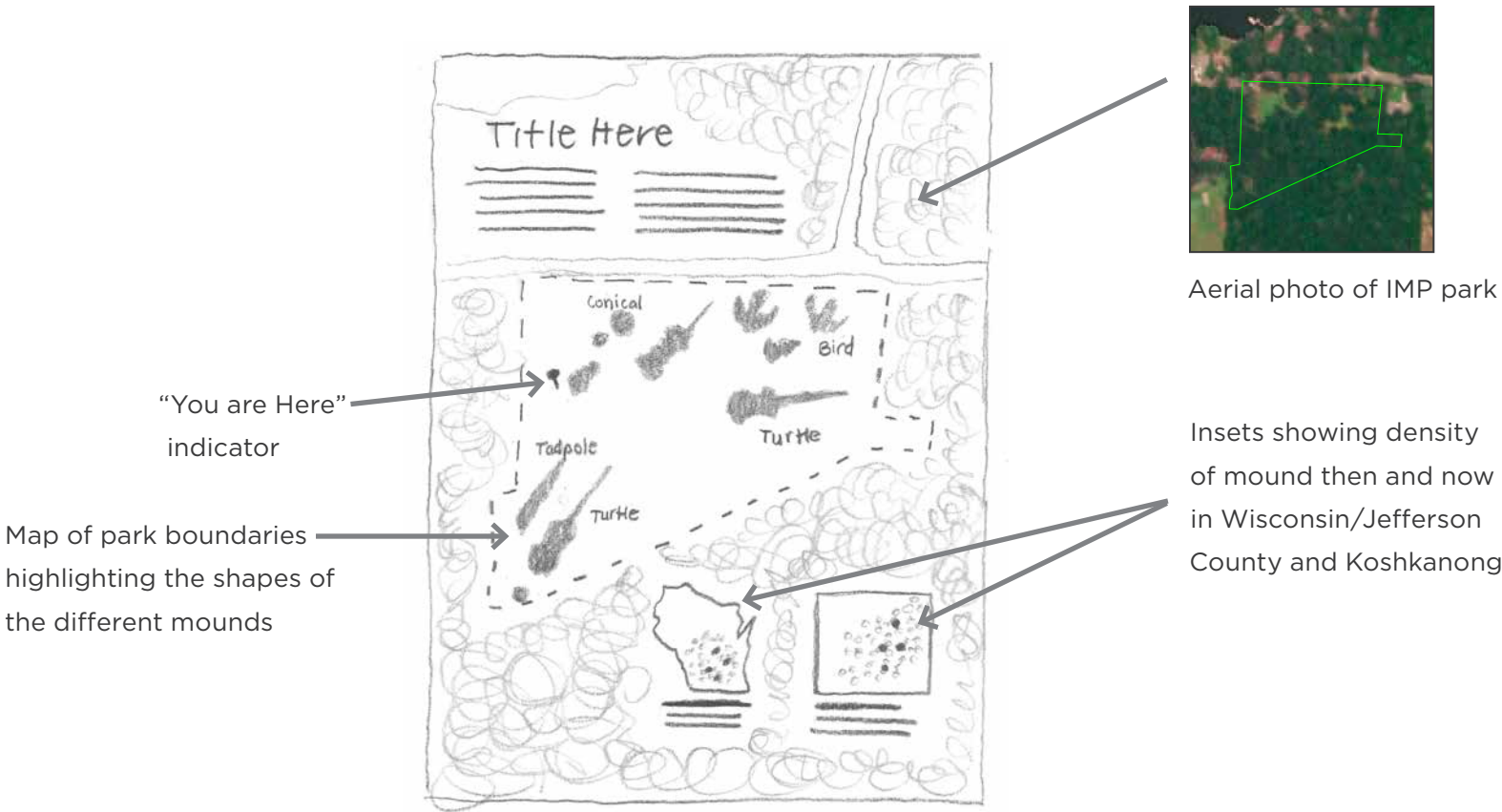
Site Preparation:

- Include brochure holder for maps.

References:

- Robert A. Birmingham, Spirits of Earth: The Effigy Mound Landscape of Madison and the Four Lakes (2010)
- Hugh Highsmith, The Mounds of Koshkonong and Rock River (1997)
- “Jefferson County Indian Mounds and Trail Park,” undated Park brochure
- “Mysteries of the Mounds” video, Hoard Historical Museum (2008)

THUMBNAIL:



WAYSIDE:

- TYPE:** Double-in-line
- SIZE:** 36" x 48"
- PANEL MATERIAL:** HPL
- BASE MATERIAL:** 6"x 6" or 4"x 6" wooden posts w/ painted aluminum frames
- COLOR:** Brown
- MOUNT:** In-ground



LOCATION:

- DESCRIPTION:** Beginning of the trail loop
- ORIENTATION:** South/Southeast
- LAT:** 42°52'28.82"N
- LONG:** - 88°54'32.12"W



SUBJECT: Mound-building culture

PURPOSE: To describe the culture that built these mounds and explain why they built them here.

Content Points:

- Answers the questions: Who built these mounds? Why here?
- Woodland peoples built mounds, including conical and effigy mounds, in places where they gathered and camped. These were places where they had food and water.
- This place was one place in the larger round of seasonal camps and food-gathering activities. It was a ricing place.
- What’s now Koshkanong Lake was a wetland with wild rice beds surrounded by camps and hundreds of effigy mounds.
- Woodland cultures once covered most of the eastern half of what’s now the US, including Wisconsin in the upper Midwest.

Possible Graphics:

- repurpose from GNP: new illustration of cultural activities at Koshkanong site
- inset map showing locations of this site and other seasonal locations (depending on available data)

Notes & Questions:

- Needs Ho-Chunk consultation & approval

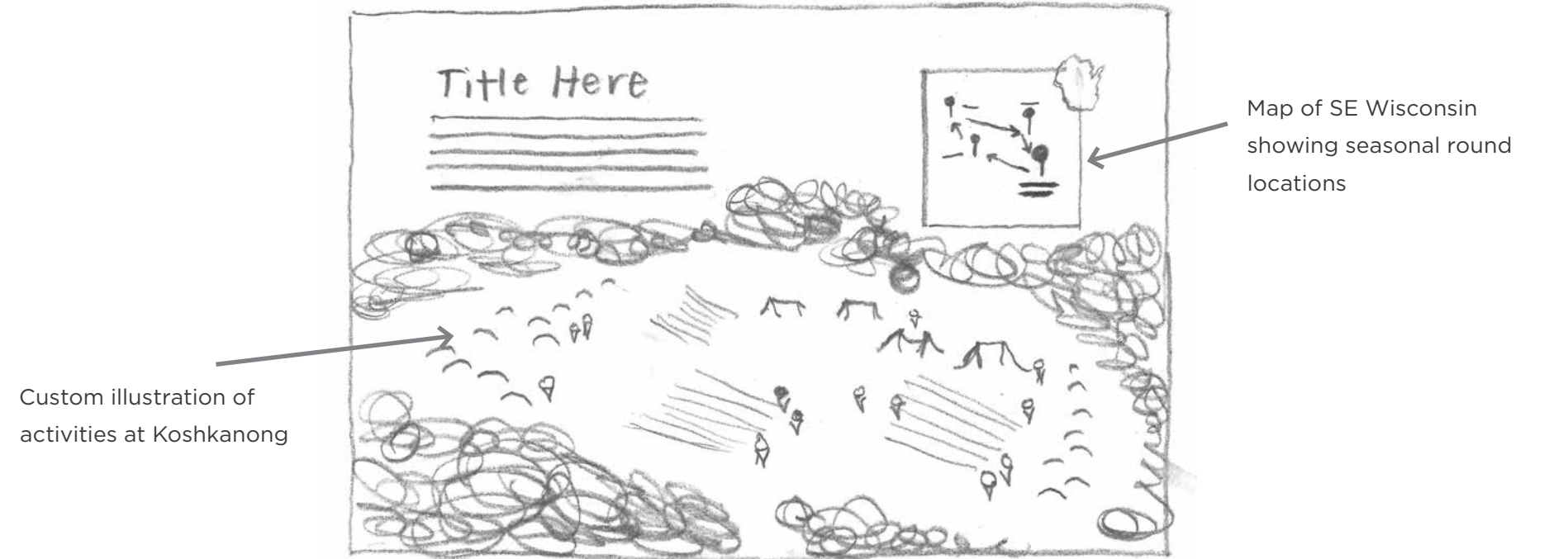
Site Preparation:

- Remove existing upright panel. Add accessible path in front of parking to all panel locations.

References:

- Robert A. Birmingham, Spirits of Earth: The Effigy Mound Landscape of Madison and the Four Lakes (2010)
- Hugh Highsmith, The Mounds of Koshkonong and Rock River (1997)
- “Jefferson County Indian Mounds and Trail Park,” undated Park brochure
- “Mysteries of the Mounds” video, Hoard Historical Museum (2008)

THUMBNAIL:



WAYSIDE:

- TYPE:** Low profile
- SIZE:** 36" x 24"
- PANEL MATERIAL:** HPL
- BASE MATERIAL:** Painted aluminum
- COLOR:** Brown
- MOUNT:** In-ground



LOCATION:

- DESCRIPTION:** Near parking
- ORIENTATION:** Southeast
- LAT:** 42°52'30.18"N
- LONG:** - 88°54'32.47"W



SUBJECT: Ho-Chunk Nation/Stewardship

PURPOSE: To introduce the Ho-Chunk Nation’s connection to this site, and encourage respectful stewardship of park resources.

Content Points:

- The mounds were created by the ancestors of the Ho-Chunk people.
- This is still a sacred site for Ho-Chunk people.
- Please respect this place as you would your own place of worship.
- Please refrain from walking on the mounds or littering.
- Encourage visitors to be good stewards of the park’s resources (take only photographs; leave only footprints)

Possible Graphics:

- repurpose where possible from GNP-002B
- contemporary photo of Ho-Chunk people, possibly at Indian Mounds County Park
- Great Seal of the Ho-Chunk Nation
- contemporary photo of non-Native respectful hikers or photographers on site

Notes & Questions:

- Needs Ho-Chunk consultation & approval

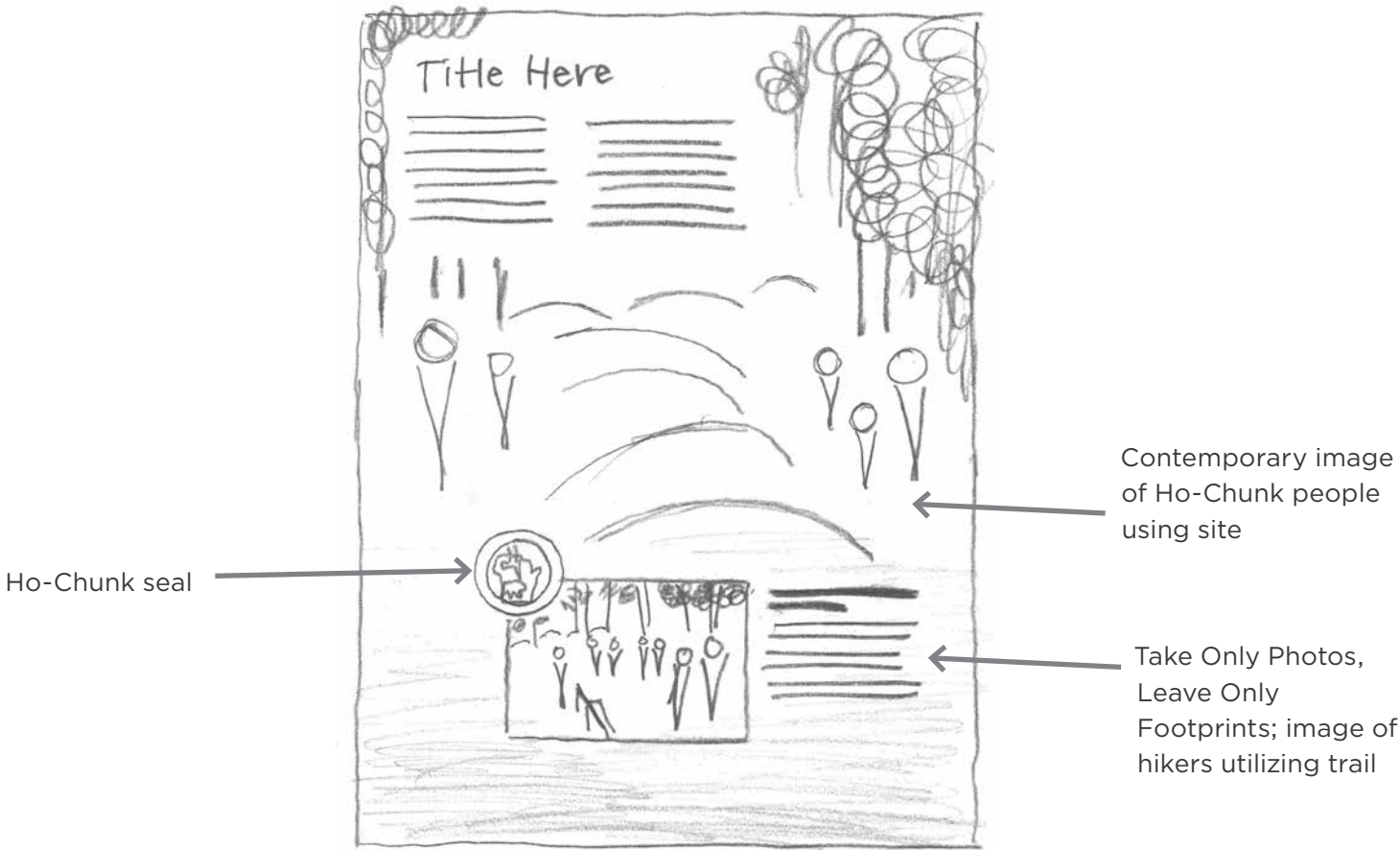
Site Preparation:

- Remove existing upright panel. Add accessible path in front of parking to all panel locations.

References:

- Robert A. Birmingham, Spirits of Earth: The Effigy Mound Landscape of Madison and the Four Lakes (2010)
- Hugh Highsmith, The Mounds of Koshkonong and Rock River (1997)
- “Jefferson County Indian Mounds and Trail Park,” undated Park brochure
- “Mysteries of the Mounds” video, Hoard Historical Museum (2008)

THUMBNAIL:



WAYSIDE:

- **TYPE:** Low profile
- **SIZE:** 36" x 24"
- **PANEL MATERIAL:** HPL
- **BASE MATERIAL:** Painted aluminum
- **COLOR:** Brown
- **MOUNT:** In-ground



LOCATION:

- **DESCRIPTION:** Near parking
- **ORIENTATION:** Southeast
- **LAT:** 42°52'30.28"N
- **LONG:** - 88°54'32.56"W



SUBJECT: Site Tour Map (handout)

PURPOSE: To show visitors the trail loop and share information about the mounds

Content Points:

- The site contains 11 effigy mounds and the remnant of an ancient walking trail.
- These mounds were built by the Woodland culture about 1500 years ago.
- Effigy mounds were built at gathering places in shapes of what we interpret to be animals, people, or other symbols. They might represent things associated with water, earth & sky.
- Mounds tell stories and mark sacred sites.
- There are no burials here and no cultural objects in the mounds.

Possible Graphics:

- trail map
- aerial photo or drone photo with mound shapes outlined

Notes & Questions:

- Needs Ho-Chunk consultation & approval

Site Preparation:

- N/A

THUMBNAIL:

Front Cover

Back Cover

Inside Flap

Inside Spread

Image showing who built the mounds and why they are significant. Also includes reminder to stay off mounds

Callouts highlighting the different shaped mounds

BASE: N/A

LOCATION: N/A

NEXT STEPS

REVIEW

Complete, unified comments to this deliverable are due to the 106 Group on or before December 12, 2019. We request that the Jefferson County Parks Project Manager provide consolidated comments to 106 Group, and that all efforts be made to resolve any differences of opinion by reviewers before submittal.

SCHEDULE

This project phase includes a three-week review period. A conference call will be scheduled within a few days of receiving review comments if needed for clarification.

Garman	Project Schedule <i>Calendar Days</i>		Project Deadlines	Day of week
	Work Days	Review Days		
Start Date			July 15, 2019	Mon
Phase 1				
Kick-off Conference Call			Sept. 20, 2019	
Site Visit			Oct 8-11, 2019	
Concept Plan			November 21, 2019	Thu
Review		21	December 12, 2019	Thu
Conference Call	0		TBD	
Phase 2				
Draft Design Plan	42		January 23, 2020	Thu
Review		21	February 13, 2020	Thu
Conference Call	0		TBD	
Final Design Plan	28		March 12, 2020	Thu
Review / Approval		21	April 2, 2020	Thu
Conference Call	0		TBD	
Production-ready Files	28		April 30, 2020	Thu
Review		21	May 21, 2020	Thu
Conference Call	0		TBD	
Fabrication / Delivery	56		July 16, 2020	Thu
Approval		21	August 6, 2020	Thu
Closeout Package	7		August 13, 2020	Thu
Approval/Anticipated End Date		21	September 3, 2020	Thu
Contract End Date			TBD	

TO-DO LIST

JEFFERSON COUNTY PARKS

- Finalize contracting for design development and fabrication.
- Ongoing coordination with the Garman family regarding information to provide on the waysides, specifically related to the gift and personal information.

106 GROUP

- Pending follow-on contract confirmation, release RFP for Ho-Chunk artist.
- Continued coordination with the Ho-Chunk Nation’s THPO regarding project content and wayside development.

#14



State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
3911 Fish Hatchery Road
Fitchburg WI 53711-5397

Tony Evers, Governor
Preston D. Cole, Secretary
Telephone 608-266-2621
Toll Free 1-888-936-7463
TTY Access via relay - 711



November 26, 2019

► **REQUIRES IMMEDIATE ACTION** ◀
Recreational Trails Program
Grant# RTP-948-19N
Grant Amount: \$15,000.00

Joe Nehmer, Director
Jefferson County
311 South Center Ave Room 204
Jefferson, WI 53549

Dear Mr. Nehmer:

Congratulations! On behalf of the Governor, we are pleased to forward to you a grant agreement for financial assistance for the following project: **Jefferson County Glacial River Trail Rehabilitation**

Please review the agreement and return a copy signed by the authorized official **within 30 days of this letter's date** to Cheryl Housley at the South-Central Region, 3911 Fish Hatchery Rd, Fitchburg, WI 53711. Your grant is not official until you have returned the signed copy. Please read the items checked below. They apply to your project and grant award.

☒ **Grant Award Time Period: September 18, 2019 through June 30, 2022.** All project activities must occur within this time period to be eligible costs for reimbursement.

☒ **Important Change Regarding Payment(s):** As of this year, grant payments will now be sent via ACH transfer (electronic bank transfer), as opposed to the physical checks mailed to you in the past. ACH payments are an efficient, secure payment method and will reduce the amount of time it takes to receive payment from the DNR. As your requests are approved, you will receive an email notification from Cheryl Housley to notify you that payment will arrive shortly. When the ACH transfer occurs, your county treasurer will receive an email from the State of Wisconsin with payment details, including a "memo" with details on the project to help them process the payment appropriately. The email address we have on file for the ACH payment is johnj@jeffersoncountywi.gov. If this is not the correct email address, please contact Cheryl. If you prefer to have your reimbursement check mailed, please let Cheryl know and it will be mailed to Jefferson County, Joe Nehmer, 311 South Center Ave Room 204, Jefferson, WI 53549. Please notify us if this is not the correct person to receive checks.

☒ **Changes to the approved project scope** may not be made without prior approval from the Department.

☒ **Please note:** To simplify record keeping on chargebacks for equipment referenced in county machinery agreements, we will use rates established by the Department of Transportation (DOT). The correct version of the DOT rates will be indicated on your grant web page located at <http://dnr.wi.gov/Aid/Grants.html>.

Reimbursement claim forms and/or financial administration information can be found by going to: <http://dnr.wi.gov/Aid/forms.html>. Please submit reimbursement claim forms for your project to Cheryl. Feel free to contact Cheryl at 608-275-3218, if you have any questions about your grant award or the reimbursement procedures. You may be contacted by the Office of the Governor or your state Legislator concerning the issuance of a press release to publicize the grant award. We are pleased to have the opportunity to participate with you on this project.

Sincerely,


Ann Kipper, Deputy Administrator
External Services Division

State of Wisconsin
 Department of Natural Resources
 P. O. Box 7921
 Madison, WI 53707-7921

OUTDOOR RECREATION AIDS GRANT AGREEMENT
 Form 8700-065 Rev. 08-16

Notice: Collection of this information is authorized under ss. 23.09(11), 23.09(26), 350.12(4), 23.33, and 30.92, Wis. Stats., and chs. NR 7, NR 50, NR 51, and NR 64, Wis. Admin. Code. Personally identifiable information collected will be used for program administration and may be made available to requesters as required under Wisconsin's Open Records Law [ss.19.31 - 19.39, Wis. Stats].

Grantee/Project Sponsor Jefferson County	Project Number RTP-948-19N								
Project Title Jefferson County Glacial River Trail Rehabilitation									
Period Covered by This Agreement September 18, 2019 Through June 30, 2022	Name of Program Recreational Trails Program								
Project Scope and Description of Project Jefferson County will utilize federal recreational trails program funding to repair a 100 foot long section on the Glacial River Trail system (parallels Hwy 26 from Jefferson to Milton) which is continually sinking. Borings indicate that the trail was constructed over a buried wood fill and it will continue to sink as material decomposes. Costs include; excavation, fill, base, and pavement.									
PROJECT FINANCIAL ASSISTANCE SUMMARY: <table border="1"> <tr> <td>Total Project Cost</td> <td><u>\$30,000.00</u></td> </tr> <tr> <td>Cost-Share Percentage</td> <td><u>Up to 50%</u></td> </tr> <tr> <td>State Aid Amount</td> <td><u>\$15,000.00</u></td> </tr> <tr> <td>Project Sponsor Share</td> <td><u>\$15,000.00</u></td> </tr> </table>		Total Project Cost	<u>\$30,000.00</u>	Cost-Share Percentage	<u>Up to 50%</u>	State Aid Amount	<u>\$15,000.00</u>	Project Sponsor Share	<u>\$15,000.00</u>
Total Project Cost	<u>\$30,000.00</u>								
Cost-Share Percentage	<u>Up to 50%</u>								
State Aid Amount	<u>\$15,000.00</u>								
Project Sponsor Share	<u>\$15,000.00</u>								
The following documents are hereby incorporated into and made part of this agreement: <ol style="list-style-type: none"> Chapter NR 50, Wisconsin Administrative Code Application Dated 05/01/2019 									

A. General Conditions:

1. The State of Wisconsin Department of Natural Resources (Department) and the Sponsor mutually agree to perform this agreement in accordance with the Recreational Trails Program and with the project proposal, application, terms, promises, conditions, plans, specifications, estimates, procedures, maps and also any assurances attached and made a part of this agreement.
2. This agreement, together with any referenced parts and attachments, shall constitute the entire agreement and previous communications or agreements pertaining to the subject matter of this agreement are superseded. Any revisions, including cost adjustments, must be made by an amendment to this agreement or other written documentation, signed by both parties, prior to the termination date of the agreement. Time extensions and scope changes to the agreement may be granted to the Sponsor by the Department in writing without the requirements of Sponsor signature.
3. Failure by the sponsor to comply with the terms of this agreement shall not cause the suspension of all obligations of the State if, in the judgment of the Secretary of the Department, such failure was due to no fault of the Sponsor. In such case, any amount required to settle at minimum costs any irrevocable obligations properly incurred shall be eligible for assistance under this agreement, at the Department's discretion.

The Project Sponsor:

4. Agrees to comply with all applicable state, local and federal statutes and regulations in fulfilling terms of this Agreement, including but not limited to, general and special zoning, land use permit requirements, disability access, environmental quality, historical and archeological preservation. In particular, the Sponsor agrees to comply with the provisions of Chapter NR 50, Wis. Adm. Code, as well as comply with all applicable local and state contract and bidding requirements. The Sponsor should consult its legal counsel with questions concerning Contracts and bidding.
5. May decline the offer of financial assistance provided through this agreement, in writing, at any time prior to the starting of the project and before expending any funds. After the project has been started or funds expended, this agreement may be rescinded, modified, or amended only by mutual agreement in writing.
6. Agrees, to save, keep harmless, defend and indemnify the Department and all its officers, employees and agents, against any and all liability claims, costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operation or performance of work in connection with this agreement or omissions of Sponsor's employees, agents or representatives.
7. Agrees to reimburse the Department of any and all funds the Department deems appropriate in the event the Sponsor fails to comply with the conditions of this agreement or project scope as described or fails to provide public benefits as indicated in the project application, proposal description or this agreement. In addition, should the Sponsor fail to comply with the conditions of this agreement, fail to progress due to non-appropriation of funds, or fail to progress with or complete the project to the satisfaction of the Department, all obligations of the Department under this agreement may be terminated, including further project cost payment.
8. Agrees, in connection with the performance of work under this agreement, not to discriminate against any employee or applicant for employment because of age, race, religion, color, disability, handicap, sex, physical condition, developmental disability as defined in s. 51.01(5), Wis. Status, sexual orientation 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. The Sponsor further agrees to take affirmative action to ensure equal employment opportunities, as required by law. The Sponsor agrees to post in conspicuous places available, for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.
9. Agrees to conform to generally accepted accounting principles and practices for project funds and to record project funds in a separate account. All financial records, including invoices and canceled checks, that support all project costs claimed by the GRANTEE, shall be kept and made available for inspection for three (3) years after final payment is issued by the DEPARTMENT.
10. Agrees to report data and information acquired as part of the project to the DEPARTMENT in the format specified by the DEPARTMENT's Coordinator (see Part 1 of this agreement for contact information).
11. Agrees to submit reimbursement request within two (2) months from the project end date. Reimbursement requests must be accompanied by proofs of purchase and proofs of payment for costs being claimed.

The Department:

12. Promises, in consideration of the covenants and agreements made by the Sponsor, to obligate for the Sponsor the amount of \$15,000.00, and to tender to the Sponsor that portion of the obligation which is required to pay the Department's share of the costs based upon the state providing 50 percent of eligible project costs. The Sponsor promises, in consideration of the promises made by the Department, to execute the project described in accordance with this agreement.
13. Agrees that the Sponsor shall have sole control of the method, hours worked, and time and manner of any performance under this agreement other than as specifically provided in this document. The Department reserves the right only to inspect the job site or premises for the sole purpose of insuring that the performance is progressing or has been completed in compliance with the

agreement. The Department takes no responsibility of supervision or direction of the performance of the agreement to be performed by the Sponsor or the Sponsor's employees or agents. The Sponsor is an Independent Contractor for all purposes, not an employee or agent of the Department. The Department further agrees that it will exercise no control over the selection and dismissal of the Sponsor's employees or agents.

B. Special Conditions:

The following special project terms and conditions were added to this agreement before it was signed by the parties hereto:

1. Projects involving development or modification of facilities must comply with 2010 Americans with Disabilities Act requirements. DNR guidance is available at <http://dnr.wi.gov/files/PDF/pubs/cf/CF0031.pdf>.
2. If SPONSOR expends federal grant funds totaling \$750,000 or more during the fiscal year and those funds were received from a State or Federal agency, the SPONSOR agrees to have an annual audit performed in accordance with 2 CFR Part 200 Uniform -- Administrative Requirements, Cost Principles, & Audit Requirements for Federal Awards (also known as "Uniform Guidance") and WI State Single Audit Guidelines found at <http://www.doa.state.wi.us/Divisions/Budget-and-Finance/Financial-Reporting/state-controllers-office/state-single-audit-guidelines> issued by Wisconsin Department of Administration, State Controller's Office.
3. The sponsor shall implement and maintain proper soil erosion and sediment control best management (BMPs) practices during construction of the project. Erosion and sediment control BMPs shall be accomplished using the guidelines in the Wisconsin Stormwater Technical Standards available via the internet at http://dnr.wi.gov/topic/stormwater/standards/const_standards.html. BMPs shall be properly installed and maintained to function as intended until the project site is stabilized. All temporary erosion and sediment control practices (e.g. silt fence, etc.) shall be removed once the construction site has undergone final stabilization. Construction sites associated with land disturbing activities over one acre and grading sites of 10,000 sq. ft., or more on the bank of a navigable waterway require an erosion control and stormwater management plan prepared by the sponsor. Construction sites disturbing one or more acres of land require coverage under a construction site stormwater discharge permit prior to commencing any land disturbing construction activity.
4. This project is using Federal funds or is using state funds that the DNR is using as match to a Federal grant. As a result, you are required to complete DNR Form 9300-230 <http://dnr.wi.gov/files/PDF/forms/9300/9300-230.pdf>, titled Grant Partner Financial Data Report, and submit the completed form to the DNR along with each reimbursement request that you submit.
5. All regulatory permits and approvals, including water and wetland regulatory permits and approvals, required by federal, state or local agencies must be obtained prior to project construction and complied with fully during project construction.

C. Basic Federal Grant Conditions

1. Disadvantaged Business Enterprises (DBE) in grant project related activities

- a. This requirement relies on your voluntary actions of project sponsors to demonstrate that they have taken affirmative steps to make DBE enterprises aware of project activities that are subject to public bidding or requests for proposals (RFP) for professional services. The current DBE eligibility directory is found on the Wisconsin Department of Transportation's website at: <http://wisconsindot.gov/Pages/doing-bus/civil-rights/dbe/certified-firms.aspx>
- b. RFP -- Voluntary actions for RFPs for professional services such as engineering or design include making DBE enterprises aware of your services.
- c. Public Bidding -- There are two voluntary actions requested of project sponsors: (1) your bid specifications encourage general contractors to use DBE enterprises as subcontractors where appropriate, and (2) when you publicize bid specifications for any portion of your RTP grant, that you review the eligibility directory for appropriate DBE contractors and provide the bid announcement to them by direct mail. There are no additional requirements regarding the normal review and selection of the lowest responsible bidder.
- d. Depending on your project, you can indicate your affirmative actions through the following items that would be appropriate:
 - i. Copies of correspondence that indicate DBE enterprises that were involved in the RFP process for professional services.
 - ii. Copy of the bid specifications that indicate your encouragement of general contractors utilizing DBE contractors as subcontractors.
 - iii. Copies of the direct mail letters to DBE contractors announcing the opportunity to provide a bid on the project construction activity.
 - iv. Copies of the DBE Contract Summary indicating DBE contractors solicited and contractor's follow-up.
- e. If the DBE Contractor is selected as the lowest responsible bidder, then it should be so noted as part of the project claim documentation. We will rely upon the project billing submission as the appropriate point to report on DBE participation.

2. Audit Requirements, Regulations and Financial Record Retention of Federal Funds

- a. If SPONSOR expends federal grant funds totaling \$750,000 or more during the fiscal year and the those funds were received from a State or Federal agency, the SPONSOR agrees to have an annual audit performed in accordance with 2 CFR Part 200 Uniform -- Administrative Requirements, Cost Principles, & Audit Requirements for Federal

Awards (also known as "Uniform Guidance") and WI State Single Audit Guidelines issued by Wisconsin Department of Administration, State Controller's Office and found at <https://www.ecfr.gov/cgi-bin/text-idx?SID=9b51e871f90641719d99f048171d1e3c&mc=true&node=sp2.1.200.e&rgn=div6>.

- b. This grant is funded through Fixing America's Surface Transportation (FAST) Act which reauthorized the Recreational Trails Program (RTP) for Federal fiscal years 2016 through 2020 as a set-aside of funds from the Transportation Alternatives (TA) Set-Aside under the Surface Transportation Block Grant Program (STBG). This procurement shall be subject to the regulations contained Section 20.219, Recreational Trails Program, of the Catalog of Federal Domestic Assistance, beta.sam.gov.
- c. The grantee shall maintain the financial information and dated records used in the preparation or support of the cost submission for the grant in effect on the date of execution for this grant until three years after the final voucher has been approved by the Federal Highway Administration. The department, US Department of Transportation, or their agents, or any of their duly authorized representatives, shall have access to such books, records, documents, and other evidence for the purpose of inspection, audit and copying. The grantee shall provide proper facilities for such access and inspection. In addition, they shall have access to all records which relate to any dispute, appeal, or litigation, or the settlement of claims arising out of such performance, or costs or items to which an audit exception has been taken.

3. Data Universal Number System (DUNS) and Central Contractor Registration (CCR)

- a. All subrecipients of federal funds must have a nine-digit DUNS number in order. For more information: 1-866-705-5711 or <http://fedgov.dnb.com/webform>.
- b. All subrecipients of federal funds must maintain annual registration in the CCR database: <https://uscontractorregistration.com/central-contractor-registration-ccr/>.

4. Transparency Act Reporting for Federal Funds

The Federal Funding Accountability and Transparency Act (FFATA) requires WDNR to report on a federal website specific award and subrecipient identifying information for each award greater than \$25,000 WDNR makes with federal funds it received after October 1, 2010. Prior to receiving funds, each affected subrecipient must report certain information to the WDNR so that the WDNR can fulfill its FFATA reporting requirements. Data reported by the WDNR may be viewed at www.USASpending.gov.

5. Cost Principles for Federal Grants to State and Local Governments

- a. 2 CFR Part 225 (formerly known as OMB Circular A-87) (<https://www.govinfo.gov/content/pkg/CFR-2012-title2-vol1/xml/CFR-2012-title2-vol1-part225.xml>) requirements apply only to state and local government subrecipients. These regulations list and define general categories of costs that are both allowable and unallowable.
- b. Examples are included below.
 - i. The cost of alcoholic beverages is unallowable.
 - ii. Costs incurred by advisory councils are allowable.
 - iii. Audit costs are allowable.
 - iv. Compensation costs are allowable so long as they are consistent with that paid for similar work in other activities of the local government.
 - v. Entertainment costs are unallowable.
 - vi. Travel costs are allowable if pre-approved by WDNR and if they are consistent with costs normally allowed in like circumstances for non-federally funded activities.
 - vii. If a subrecipient uses grant funds to pay its employees, the subrecipient must maintain timesheets for work performed with the grant funds. Timesheets must show the hours worked and must be signed by the employee paid with the grant funds.

6. Nondiscrimination Requirements

- a. If you receive federal funds, you must comply with, and you must require your subcontractors, if any, to comply with, all applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); Ex. Order 13279 (equal protection of the laws for faith-based and community organizations); and 28 C.F.R. pt. 38 (U.S. Department of Justice Equal Treatment for Faith-Based Organizations).
- b. Per Title VI of the Civil Rights Act of 1964 and the Omnibus Crime Control and Safe Streets Act of 1968, you must take reasonable steps to provide meaningful access for persons with limited English proficiency.
- c. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, you must forward a copy of the finding to the WDNR.
- d. In accordance with federal civil rights laws, you shall not retaliate against individuals for taking action or participating in action to secure rights protected by these laws.

7. Required Contract Provisions Federal-Aid Construction Contracts (Form FHWA-1273)

Form FHWA-1273 (<https://www.fhwa.dot.gov/programadmin/contracts/1273/1273.pdf>) must be physically incorporated in each construction contract funded under Title 23 (excluding emergency contracts solely intended for debris removal). The contractor

(or subcontractor) must insert this form in each subcontract and further require its inclusion in all lower tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services).

8. Fair Labor Wages (Davis-Bacon Act)

Under current law, the prevailing rate of wage applies: "Construction work performed on highway projects on the Federal-aid highways" means any construction project that takes place in the right-of-way of a Federal-aid highway is subject to 23 U.S.C. 113. This would include work that may not appear to be highway construction (construction of wetlands, landscaping, etc.) but is an otherwise eligible project under Title 23. Thus, any Federal-aid construction project (regardless of Federal-aid funding source) physically located within the right-of-way of a Federal-aid highway is subject to 23 U.S.C. 113 requirements. Under title 23, all public roads are "Federal-aid highways", except those that are functionally classified as local roads or rural minor collectors. FHWA interprets the language of 23 U.S.C. 113 as applying only when a Federal-aid project takes place within the right-of-way of a Federal-aid highway. Therefore, if an RTP project is within the right-of-way of a Federal-aid highway, Davis-Bacon wage rates must be followed. If an RTP project is not within the right-of-way of a Federal-aid highway, then 23 U.S.C. 113(a) does not apply. See <https://www.fhwa.dot.gov/construction/contracts/080625.cfm>.

9. Buy America

Buy America requirements apply to steel and iron permanently incorporated in a project funded under title 23 (and associated eligible contracts: <https://www.fhwa.dot.gov/map21/qandas/qabuyamerica.cfm>). See FHWA's Buy America Construction Program Guide: <https://www.fhwa.dot.gov/construction/cqit/buyam.cfm>.

- a. FHWA Buy America requirements apply to all projects funded under title 23 U.S.C., including the RTP.
- b. The Buy America provision in 23 CFR 635.410 (b)(1)(ii) requires that steel/iron materials (including components and subcomponents) be melted and manufactured domestically.
- c. If documentation of domestic steel/iron manufacturing is not available, then a waiver request is necessary.
- d. FHWA processes quarterly Buy America waivers for vehicles and equipment, on the condition that the product has final domestic assembly (even if it is not possible to document the origin of the steel).
- e. Trail grooming vehicles and mechanized equipment primarily constructed with steel or iron must comply with Buy America requirements or must request a waiver.
- f. See FHWA's Notice of Buy America Waiver Request webpage (<https://www.fhwa.dot.gov/construction/contracts/waivers.cfm>) for more information.

10. Uniform Relocation Assistance and Real Property Acquisition Policies Act

- a. All project sponsors must comply with the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended. This Act upholds the Fifth Amendment of the U.S. Constitution: *"...nor shall private property be taken for public use, without just compensation"*. Regulations implementing this Act are found in 49 CFR Part 24 (<https://www.ecfr.gov/cgi-bin/retrieveECFR?gp=&SID=a5b887806ac05ee5a4ad29c6b1aa5d66&r=PART&n=49y1.0.1.1.18>). These regulations will be applied to evaluating the acquisition of real property and any potential displacement activities. See https://www.fhwa.dot.gov/real_estate/uniform_act/.
- b. FHWA generally requires the State to "acquire rights-of-way of such nature and extent as are adequate for the construction, operation, and maintenance of a project" (23 CFR 1.23). Most significant Federal-aid investments require the public interest in and access to a Federal-aid project to be in perpetuity. However, the extent of real property interest needed to protect the public interest should relate to the nature and magnitude of the expenditure. For example, if the project has only a minimal investment, a limited property use agreement may be sufficient.

11. Framework for Considering Motorized Use on Nonmotorized Trails and Pedestrian Walkways under 23 U.S.C. [sect] 217(h); https://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/framework.cfm:

- a. Bicycle Transportation and Pedestrian Walkways
 - i. Use of Motorized Vehicles may not be permitted on trails and pedestrian walkways under this section, except for:
 1. maintenance purposes;
 2. when snow conditions and State or local regulations permit, snowmobiles;
 3. motorized wheelchairs;
 4. when State or local regulations permit, electric bicycles; and
 5. such other circumstances as the Secretary deems appropriate.
 - ii. Definitions - In this section, the following definitions apply:
 1. Electric bicycle - The term "electric bicycle" means any bicycle or tricycle with a low-powered electric motor weighing under 100 pounds, with a top motor-powered speed not in excess of 20 miles per hour.
 2. Wheelchair - The term "wheelchair" means a mobility aid, usable indoors, and designed for and used by individuals with mobility impairments, whether operated manually or motorized.

NOTES: Nonmotorized trails and pedestrian walkways, by their nature, do not permit the use of motorized vehicles. However, there may be exceptional circumstances where motorized use should be permitted on segments of nonmotorized facilities. A decision to grant an exception should take place only after careful consideration to make sure that nonmotorized users and adjacent or nearby property owners are not unduly impaired. An exception should be considered only when other reasonable options have been exhausted. The exception may allow limited use of segments of nonmotorized trails and pedestrian walkways, such as

for 90 degree crossings, short doglegs, crossing structures such as bridges, or other exceptional circumstances.

- b. The Federal Transit Administration issued Disability Law Guidance on Segways which allows persons with mobility related disabilities who use an electric personal mobility device to use Federally-funded nonmotorized facilities. (For facilities on Federal lands, Federal Land Management Agency regulations supersede this USDOT policy.) The authority responsible for a specific nonmotorized facility may wish to issue a permit for the person with disabilities to display on the device so that others using the nonmotorized facility can recognize the legitimacy of this use. This same authority also may establish operating conditions such as speed limits or other restrictions needed for the safe operation of the facility by all users. See www.transit.dot.gov/regulations-and-guidance/civil-rights-ada/use-segways-transportation-vehicles. Questions concerning disability issues should be directed to Bob Cosgrove or Candace Groudine, FHWA External Civil Rights Programs.

The persons signing for the Sponsor represents both personally and as an agent of his or her principal that he or she is authorized to execute this agreement and bind his or her principal, either by a duly adopted resolution or otherwise.

STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES
FOR THE SECRETARY

By _____
(Signature)

By 
Ann Kipper, Deputy Administrator
External Services Division

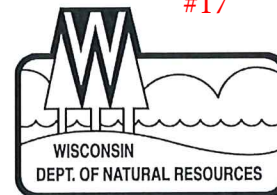
(Title)

(Date)


(Date)

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
 3911 Fish Hatchery Road
 Fitchburg WI 53711-5397

Tony Evers, Governor
 Preston D. Cole, Secretary
 Telephone 608-266-2621
 Toll Free 1-888-936-7463
 TTY Access via relay - 711



November 26, 2019

► REQUIRES IMMEDIATE ACTION ◀
Recreational Trails Program
Grant# RTP-949-19N
Grant Amount: \$7,380.00

Joe Nehmer, Director
 Jefferson County
 311 South Center Ave Room 204
 Jefferson, WI 53549

Dear Mr. Nehmer:

Congratulations! On behalf of the Governor, we are pleased to forward to you a grant agreement for financial assistance for the following project: ***Jefferson County Dorothy Carnes Park Trail Improvements***

Please review the agreement and return a copy signed by the authorized official **within 30 days of this letter's date** to Cheryl Housley at the South-Central Region, 3911 Fish Hatchery Rd, Fitchburg, WI 53711. Your grant is not official until you have returned the signed copy. Please read the items checked below. They apply to your project and grant award.

☒ **Grant Award Time Period: September 18, 2019 through June 30, 2022.** All project activities must occur within this time period to be eligible costs for reimbursement.

☒ **Important Change Regarding Payment(s):** As of this year, grant payments will now be sent via ACH transfer (electronic bank transfer), as opposed to the physical checks mailed to you in the past. ACH payments are an efficient, secure payment method and will reduce the amount of time it takes to receive payment from the DNR. As your requests are approved, you will receive an email notification from Cheryl Housley to notify you that payment will arrive shortly. When the ACH transfer occurs, your county treasurer will receive an email from the State of Wisconsin with payment details, including a "memo" with details on the project to help them process the payment appropriately. The email address we have on file for the ACH payment is johnj@jeffersoncountywi.gov. If this is not the correct email address, please contact Cheryl. If you prefer to have your reimbursement check mailed, please let Cheryl know and it will be mailed to Jefferson County, Joe Nehmer, 311 South Center Ave Room 204, Jefferson, WI 53549. Please notify us if this is not the correct person to receive checks.

☒ **Changes to the approved project scope** may not be made without prior approval from the Department.

☒ **Please note:**

1. To simplify record keeping on chargebacks for equipment referenced in county machinery agreements, we will use rates established by the Department of Transportation (DOT). The correct version of the DOT rates will be indicated on your grant web page located at <http://dnr.wi.gov/Aid/Grants.html>.
2. Please coordinate with WisDOT for equipment access to trail to make repairs within STH 26 right of way prior to project construction.

Reimbursement claim forms and/or financial administration information can be found by going to: <http://dnr.wi.gov/Aid/forms.html>. Please submit reimbursement claim forms for your project to Cheryl. Feel free to contact Cheryl at 608-275-3218, if you have any questions about your grant award or the reimbursement procedures. You may be contacted by the Office of the Governor or your state Legislator concerning the issuance of a press release to publicize the grant award. We are pleased to have the opportunity to participate with you on this project.

Sincerely,


 Ann Kipper, Deputy Administrator
 External Services Division

State of Wisconsin
 Department of Natural Resources
 P. O. Box 7921
 Madison, WI 53707-7921

OUTDOOR RECREATION AIDS GRANT AGREEMENT
 Form 8700-065
 Rev. 08-16

Notice: Collection of this information is authorized under ss. 23.09(11), 23.09(26), 350.12(4), 23.33, and 30.92; Wis. Stats., and chs. NR 7, NR 50, NR 51, and NR 64, Wis. Admin. Code. Personally identifiable information collected will be used for program administration and may be made available to requesters as required under Wisconsin's Open Records Law [ss.19.31 - 19.39, Wis. Stats].

Grantee/Project Sponsor Jefferson County	Project Number RTP-949-19N								
Project Title Jefferson County Dorothy Carnes Park ADA Trail Improvements to Lake Observation Deck									
Period Covered by This Agreement September 18, 2019 Through June 30, 2022	Name of Program Recreational Trails Program								
Project Scope and Description of Project Jefferson County will utilize federal recreational trails program funding to resurface the gravel trail with asphalt from the parking lot and shelter to the lake observation deck.									
PROJECT FINANCIAL ASSISTANCE SUMMARY:	The following documents are hereby incorporated into and made part of this agreement:								
<table> <tr> <td>Total Project Cost</td> <td><u>\$14,760.00</u></td> </tr> <tr> <td>Cost-Share Percentage</td> <td><u>Up to 50%</u></td> </tr> <tr> <td>State Aid Amount</td> <td><u>\$7,380.00</u></td> </tr> <tr> <td>Project Sponsor Share</td> <td><u>\$7,380.00</u></td> </tr> </table>	Total Project Cost	<u>\$14,760.00</u>	Cost-Share Percentage	<u>Up to 50%</u>	State Aid Amount	<u>\$7,380.00</u>	Project Sponsor Share	<u>\$7,380.00</u>	<ol style="list-style-type: none"> Chapter NR 50, Wisconsin Administrative Code Application Dated 05/01/2019
Total Project Cost	<u>\$14,760.00</u>								
Cost-Share Percentage	<u>Up to 50%</u>								
State Aid Amount	<u>\$7,380.00</u>								
Project Sponsor Share	<u>\$7,380.00</u>								

A. General Conditions:

1. The State of Wisconsin Department of Natural Resources (Department) and the Sponsor mutually agree to perform this agreement in accordance with the Recreational Trails Program and with the project proposal, application, terms, promises, conditions, plans, specifications, estimates, procedures, maps and also any assurances attached and made a part of this agreement.
2. This agreement, together with any referenced parts and attachments, shall constitute the entire agreement and previous communications or agreements pertaining to the subject matter of this agreement are superseded. Any revisions, including cost adjustments, must be made by an amendment to this agreement or other written documentation, signed by both parties, prior to the termination date of the agreement. Time extensions and scope changes to the agreement may be granted to the Sponsor by the Department in writing without the requirements of Sponsor signature.
3. Failure by the sponsor to comply with the terms of this agreement shall not cause the suspension of all obligations of the State if, in the judgment of the Secretary of the Department, such failure was due to no fault of the Sponsor. In such case, any amount required to settle at minimum costs any irrevocable obligations properly incurred shall be eligible for assistance under this agreement, at the Department's discretion.

The Project Sponsor:

4. Agrees to comply with all applicable state, local and federal statutes and regulations in fulfilling terms of this Agreement, including but not limited to, general and special zoning, land use permit requirements, disability access, environmental quality, historical and archeological preservation. In particular, the Sponsor agrees to comply with the provisions of Chapter NR 50, Wis. Adm. Code, as well as comply with all applicable local and state contract and bidding requirements. The Sponsor should consult its legal counsel with questions concerning Contracts and bidding.
5. May decline the offer of financial assistance provided through this agreement, in writing, at any time prior to the starting of the project and before expending any funds. After the project has been started or funds expended, this agreement may be rescinded, modified, or amended only by mutual agreement in writing.
6. Agrees, to save, keep harmless, defend and indemnify the Department and all its officers, employees and agents, against any and all liability claims, costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operation or performance of work in connection with this agreement or omissions of Sponsor's employees, agents or representatives.
7. Agrees to reimburse the Department of any and all funds the Department deems appropriate in the event the Sponsor fails to comply with the conditions of this agreement or project scope as described or fails to provide public benefits as indicated in the project application, proposal description or this agreement. In addition, should the Sponsor fail to comply with the conditions of this agreement, fail to progress due to non-appropriation of funds, or fail to progress with or complete the project to the satisfaction of the Department, all obligations of the Department under this agreement may be terminated, including further project cost payment.
8. Agrees, in connection with the performance of work under this agreement, not to discriminate against any employee or applicant for employment because of age, race, religion, color, disability, handicap, sex, physical condition, developmental disability as defined in s. 51.01(5), Wis. Status, sexual orientation 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. The Sponsor further agrees to take affirmative action to ensure equal employment opportunities, as required by law. The Sponsor agrees to post in conspicuous places available, for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.
9. Agrees to conform to generally accepted accounting principles and practices for project funds and to record project funds in a separate account. All financial records, including invoices and canceled checks, that support all project costs claimed by the GRANTEE, shall be kept and made available for inspection for three (3) years after final payment is issued by the DEPARTMENT.
10. Agrees to report data and information acquired as part of the project to the DEPARTMENT in the format specified by the DEPARTMENT's Coordinator (see Part 1 of this agreement for contact information).
11. Agrees to submit reimbursement request within two (2) months from the project end date. Reimbursement requests must be accompanied by proofs of purchase and proofs of payment for costs being claimed.

The Department:

12. Promises, in consideration of the covenants and agreements made by the Sponsor, to obligate for the Sponsor the amount of \$7,380.00, and to tender to the Sponsor that portion of the obligation which is required to pay the Department's share of the costs based upon the state providing 50 percent of eligible project costs. The Sponsor promises, in consideration of the promises made by the Department, to execute the project described in accordance with this agreement.
13. Agrees that the Sponsor shall have sole control of the method, hours worked, and time and manner of any performance under this agreement other than as specifically provided in this document. The Department reserves the right only to inspect the job site or premises for the sole purpose of insuring that the performance is progressing or has been completed in compliance with the

agreement. The Department takes no responsibility of supervision or direction of the performance of the agreement to be performed by the Sponsor or the Sponsor's employees or agents. The Sponsor is an Independent Contractor for all purposes, not an employee or agent of the Department. The Department further agrees that it will exercise no control over the selection and dismissal of the Sponsor's employees or agents.

B. Special Conditions:

The following special project terms and conditions were added to this agreement before it was signed by the parties hereto:

1. Projects involving development or modification of facilities must comply with 2010 Americans with Disabilities Act requirements. DNR guidance is available at <http://dnr.wi.gov/files/PDF/pubs/cf/CF0031.pdf>.
2. If SPONSOR expends federal grant funds totaling \$750,000 or more during the fiscal year and those funds were received from a State or Federal agency, the SPONSOR agrees to have an annual audit performed in accordance with 2 CFR Part 200 Uniform -- Administrative Requirements, Cost Principles, & Audit Requirements for Federal Awards (also known as "Uniform Guidance") and WI State Single Audit Guidelines found at <http://www.doa.state.wi.us/Divisions/Budget-and-Finance/Financial-Reporting/state-controllers-office/state-single-audit-guidelines> issued by Wisconsin Department of Administration, State Controller's Office.
3. The sponsor shall implement and maintain proper soil erosion and sediment control best management (BMPs) practices during construction of the project. Erosion and sediment control BMPs shall be accomplished using the guidelines in the Wisconsin Stormwater Technical Standards available via the internet at http://dnr.wi.gov/topic/stormwater/standards/const_standards.html. BMPs shall be properly installed and maintained to function as intended until the project site is stabilized. All temporary erosion and sediment control practices (e.g. silt fence, etc.) shall be removed once the construction site has undergone final stabilization. Construction sites associated with land disturbing activities over one acre and grading sites of 10,000 sq. ft., or more on the bank of a navigable waterway require an erosion control and stormwater management plan prepared by the sponsor. Construction sites disturbing one or more acres of land require coverage under a construction site stormwater discharge permit prior to commencing any land disturbing construction activity.
4. This project is using Federal funds or is using state funds that the DNR is using as match to a Federal grant. As a result, you are required to complete DNR Form 9300-230 <http://dnr.wi.gov/files/PDF/forms/9300/9300-230.pdf>, titled Grant Partner Financial Data Report, and submit the completed form to the DNR along with each reimbursement request that you submit.
5. All regulatory permits and approvals, including water and wetland regulatory permits and approvals, required by federal, state or local agencies must be obtained prior to project construction and complied with fully during project construction.

C. Basic Federal Grant Conditions

1. **Disadvantaged Business Enterprises (DBE) in grant project related activities**
 - a. This requirement relies on your voluntary actions of project sponsors to demonstrate that they have taken affirmative steps to make DBE enterprises aware of project activities that are subject to public bidding or requests for proposals (RFP) for professional services. The current DBE eligibility directory is found on the Wisconsin Department of Transportation's website at: <http://wisconsindot.gov/Pages/doing-bus/civil-rights/dbe/certified-firms.aspx>
 - b. RFP -- Voluntary actions for RFPs for professional services such as engineering or design include making DBE enterprises aware of your services.
 - c. Public Bidding -- There are two voluntary actions requested of project sponsors: (1) your bid specifications encourage general contractors to use DBE enterprises as subcontractors where appropriate, and (2) when you publicize bid specifications for any portion of your RTP grant, that you review the eligibility directory for appropriate DBE contractors and provide the bid announcement to them by direct mail. There are no additional requirements regarding the normal review and selection of the lowest responsible bidder.
 - d. Depending on your project, you can indicate your affirmative actions through the following items that would be appropriate:
 - i. Copies of correspondence that indicate DBE enterprises that were involved in the RFP process for professional services.
 - ii. Copy of the bid specifications that indicate your encouragement of general contractors utilizing DBE contractors as subcontractors.
 - iii. Copies of the direct mail letters to DBE contractors announcing the opportunity to provide a bid on the project construction activity.
 - iv. Copies of the DBE Contract Summary indicating DBE contractors solicited and contractor's follow-up.
 - e. If the DBE Contractor is selected as the lowest responsible bidder, then it should be so noted as part of the project claim documentation. We will rely upon the project billing submission as the appropriate point to report on DBE participation.

2. Audit Requirements, Regulations and Financial Record Retention of Federal Funds

- a. If SPONSOR expends federal grant funds totaling \$750,000 or more during the fiscal year and the those funds were received from a State or Federal agency, the SPONSOR agrees to have an annual audit performed in accordance with 2 CFR Part 200 Uniform -- Administrative Requirements, Cost Principles, & Audit Requirements for Federal Awards (also known as "Uniform Guidance") and WI State Single Audit Guidelines issued by Wisconsin Department of Administration, State Controller's Office and found at <https://www.ecfr.gov/cgi-bin/text-idx?SID=9b51e871f90641719d99f048171d1e3c&mc=true&node=sp2.1.200.e&rgn=div6>.
- b. This grant is funded through Fixing America's Surface Transportation (FAST) Act which reauthorized the Recreational Trails Program (RTP) for Federal fiscal years 2016 through 2020 as a set-aside of funds from the Transportation Alternatives (TA) Set-Aside under the Surface Transportation Block Grant Program (STBG). This procurement shall be subject to the regulations contained Section 20.219, Recreational Trails Program, of the Catalog of Federal Domestic Assistance, beta.sam.gov.
- c. The grantee shall maintain the financial information and dated records used in the preparation or support of the cost submission for the grant in effect on the date of execution for this grant until three years after the final voucher has been approved by the Federal Highway Administration. The department, US Department of Transportation, or their agents, or any of their duly authorized representatives, shall have access to such books, records, documents, and other evidence for the purpose of inspection, audit and copying. The grantee shall provide proper facilities for such access and inspection. In addition, they shall have access to all records which relate to any dispute, appeal, or litigation, or the settlement of claims arising out of such performance, or costs or items to which an audit exception has been taken.

3. Data Universal Number System (DUNS) and Central Contractor Registration (CCR)

- a. All subrecipients of federal funds must have a nine-digit DUNS number in order. For more information: 1-866-705-5711 or <http://fedgov.dnb.com/webform>.
- b. All subrecipients of federal funds must maintain annual registration in the CCR database: <https://uscontractorregistration.com/central-contractor-registration-ccr/>.

4. Transparency Act Reporting for Federal Funds

The Federal Funding Accountability and Transparency Act (FFATA) requires WDNR to report on a federal website specific award and subrecipient identifying information for each award greater than \$25,000 WDNR makes with federal funds it received after October 1, 2010. Prior to receiving funds, each affected subrecipient must report certain information to the WDNR so that the WDNR can fulfill its FFATA reporting requirements. Data reported by the WDNR may be viewed at www.USASpending.gov.

5. Cost Principles for Federal Grants to State and Local Governments

- a. 2 CFR Part 225 (formerly known as OMB Circular A-87) (<https://www.govinfo.gov/content/pkg/CFR-2012-title2-vol1/xml/CFR-2012-title2-vol1-part225.xml>) requirements apply only to state and local government subrecipients. These regulations list and define general categories of costs that are both allowable and unallowable.
- b. Examples are included below.
 - i. The cost of alcoholic beverages is unallowable.
 - ii. Costs incurred by advisory councils are allowable.
 - iii. Audit costs are allowable.
 - iv. Compensation costs are allowable so long as they are consistent with that paid for similar work in other activities of the local government.
 - v. Entertainment costs are unallowable.
 - vi. Travel costs are allowable if pre-approved by WDNR and if they are consistent with costs normally allowed in like circumstances for non-federally funded activities.
 - vii. If a subrecipient uses grant funds to pay its employees, the subrecipient must maintain timesheets for work performed with the grant funds. Timesheets must show the hours worked and must be signed by the employee paid with the grant funds.

6. Nondiscrimination Requirements

- a. If you receive federal funds, you must comply with, and you must require your subcontractors, if any, to comply with, all applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); Ex. Order 13279 (equal protection of the laws for faith-based and community organizations); and 28 C.F.R. pt. 38 (U.S. Department of Justice Equal Treatment for Faith-Based Organizations).
- b. Per Title VI of the Civil Rights Act of 1964 and the Omnibus Crime Control and Safe Streets Act of 1968, you must take reasonable steps to provide meaningful access for persons with limited English proficiency.
- c. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, you must forward a copy of the finding to the WDNR.
- d. In accordance with federal civil rights laws, you shall not retaliate against individuals for taking action or participating in action to secure rights protected by these laws.

7. Required Contract Provisions Federal-Aid Construction Contracts (Form FHWA-1273)

Form FHWA-1273 (<https://www.fhwa.dot.gov/programadmin/contracts/1273/1273.pdf>) must be physically incorporated in each construction contract funded under Title 23 (excluding emergency contracts solely intended for debris removal). The contractor (or subcontractor) must insert this form in each subcontract and further require its inclusion in all lower tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services).

8. Fair Labor Wages (Davis-Bacon Act)

Under current law, the prevailing rate of wage applies: "Construction work performed on highway projects on the Federal-aid highways" means any construction project that takes place in the right-of-way of a Federal-aid highway is subject to 23 U.S.C. 113. This would include work that may not appear to be highway construction (construction of wetlands, landscaping, etc.) but is an otherwise eligible project under Title 23. Thus, any Federal-aid construction project (regardless of Federal-aid funding source) physically located within the right-of-way of a Federal-aid highway is subject to 23 U.S.C. 113 requirements. Under title 23, all public roads are "Federal-aid highways", except those that are functionally classified as local roads or rural minor collectors. FHWA interprets the language of 23 U.S.C. 113 as applying only when a Federal-aid project takes place within the right-of-way of a Federal-aid highway. Therefore, if an RTP project is within the right-of-way of a Federal-aid highway, Davis-Bacon wage rates must be followed. If an RTP project is not within the right-of-way of a Federal-aid highway, then 23 U.S.C. 113(a) does not apply. See <https://www.fhwa.dot.gov/construction/contracts/080625.cfm>.

9. Buy America

Buy America requirements apply to steel and iron permanently incorporated in a project funded under title 23 (and associated eligible contracts: <https://www.fhwa.dot.gov/map21/qandas/qabuyamerica.cfm>). See FHWA's Buy America Construction Program Guide: <https://www.fhwa.dot.gov/construction/cqit/buyam.cfm>.

- a. FHWA Buy America requirements apply to all projects funded under title 23 U.S.C., including the RTP.
- b. The Buy America provision in 23 CFR 635.410 (b)(1)(ii) requires that steel/iron materials (including components and subcomponents) be melted and manufactured domestically.
- c. If documentation of domestic steel/iron manufacturing is not available, then a waiver request is necessary.
- d. FHWA processes quarterly Buy America waivers for vehicles and equipment, on the condition that the product has final domestic assembly (even if it is not possible to document the origin of the steel).
- e. Trail grooming vehicles and mechanized equipment primarily constructed with steel or iron must comply with Buy America requirements or must request a waiver.
- f. See FHWA's Notice of Buy America Waiver Request webpage (<https://www.fhwa.dot.gov/construction/contracts/waivers.cfm>) for more information.

10. Uniform Relocation Assistance and Real Property Acquisition Policies Act

- a. All project sponsors must comply with the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended. This Act upholds the Fifth Amendment of the U.S. Constitution: "*...nor shall private property be taken for public use, without just compensation*". Regulations implementing this Act are found in 49 CFR Part 24 (<https://www.ecfr.gov/cgi-bin/retrieveECFR?gp=&SID=a5b887806ac05ee5a4ad29c6b1aa5d66&r=PART&n=49y1.0.1.1.18>). These regulations will be applied to evaluating the acquisition of real property and any potential displacement activities. See https://www.fhwa.dot.gov/real_estate/uniform_act/.
- b. FHWA generally requires the State to "acquire rights-of-way of such nature and extent as are adequate for the construction, operation, and maintenance of a project" (23 CFR 1.23). Most significant Federal-aid investments require the public interest in and access to a Federal-aid project to be in perpetuity. However, the extent of real property interest needed to protect the public interest should relate to the nature and magnitude of the expenditure. For example, if the project has only a minimal investment, a limited property use agreement may be sufficient.

11. Framework for Considering Motorized Use on Nonmotorized Trails and Pedestrian Walkways under 23 U.S.C. [sect] 217(h); https://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/framework.cfm:

- a. Bicycle Transportation and Pedestrian Walkways
 - i. Use of Motorized Vehicles may not be permitted on trails and pedestrian walkways under this section, except for:
 1. maintenance purposes;
 2. when snow conditions and State or local regulations permit, snowmobiles;
 3. motorized wheelchairs;
 4. when State or local regulations permit, electric bicycles; and
 5. such other circumstances as the Secretary deems appropriate.
 - ii. Definitions - In this section, the following definitions apply:
 1. Electric bicycle - The term "electric bicycle" means any bicycle or tricycle with a low-powered electric motor weighing under 100 pounds, with a top motor-powered speed not in excess of 20 miles per hour.
 2. Wheelchair - The term "wheelchair" means a mobility aid, usable indoors, and designed for and used by individuals with mobility impairments, whether operated manually or motorized.

NOTES: Nonmotorized trails and pedestrian walkways, by their nature, do not permit the use of motorized vehicles. However, there may be exceptional circumstances where motorized use should be permitted on segments of nonmotorized facilities. A decision to grant an exception should take place only after careful

consideration to make sure that nonmotorized users and adjacent or nearby property owners are not unduly impaired. An exception should be considered only when other reasonable options have been exhausted. The exception may allow limited use of segments of nonmotorized trails and pedestrian walkways, such as for 90 degree crossings, short doglegs, crossing structures such as bridges, or other exceptional circumstances.

- b. The Federal Transit Administration issued Disability Law Guidance on Segways which allows persons with mobility related disabilities who use an electric personal mobility device to use Federally-funded nonmotorized facilities. (For facilities on Federal lands, Federal Land Management Agency regulations supersede this USDOT policy.) The authority responsible for a specific nonmotorized facility may wish to issue a permit for the person with disabilities to display on the device so that others using the nonmotorized facility can recognize the legitimacy of this use. This same authority also may establish operating conditions such as speed limits or other restrictions needed for the safe operation of the facility by all users. See www.transit.dot.gov/regulations-and-guidance/civil-rights-ada/use-segways-transportation-vehicles. Questions concerning disability issues should be directed to Bob Cosgrove or Candace Groudine, FHWA External Civil Rights Programs.

The persons signing for the Sponsor represents both personally and as an agent of his or her principal that he or she is authorized to execute this agreement and bind his or her principal, either by a duly adopted resolution or otherwise.

STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES
FOR THE SECRETARY

By _____
(Signature)

By 
Ann Kipper, Deputy Administrator
External Services Division

(Title)

(Date)


(Date)

01/03/2020
 15:32:00

 Jefferson County
 FLEXIBLE PERIOD REPORT

 PAGE 1
 glflxrpt

FROM 2019 01 TO 2019 12

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
100 General Fund	APPROP	ADJSTMTS	BUDGET	ACTUALS	ENCUMBRANCES	BUDGET	USED
12801 Parks Department							
12801 411100 General Property Taxes	-755,983	0	-755,983	-755,982.96	.00	-.04	100.0%
12801 421001 State Aid	0	-3,131	-3,131	-24,913.30	.00	21,782.30	795.7%
12801 457017 Park Shelter Rental Fees	-13,000	0	-13,000	-13,423.41	.00	423.41	103.3%
12801 457019 Park Shelter Deposits	0	0	0	-150.00	.00	150.00	.0%
12801 457024 Camping Fees	-50	0	-50	-75.83	.00	25.83	151.7%
12801 482011 Rent Garden Plots	-725	0	-725	-555.00	.00	-170.00	76.6%
12801 482021 Camping Fee Other	-200	0	-200	-816.11	.00	616.11	408.1%
12801 483001 Sale Of County Property	-18,650	0	-18,650	-2,111.60	.00	-16,538.40	11.3%
12801 485200 Donations Restricted	0	0	0	-1,899.85	.00	1,899.85	.0%
12801 486004 Miscellaneous Revenue	0	0	0	-30.00	.00	30.00	.0%
12801 511110 Salary-Permanent Regular	173,467	0	173,467	182,427.97	.00	-8,960.97	105.2%
12801 511210 Wages-Regular	278,495	0	278,495	250,062.67	.00	28,432.33	89.8%
12801 511220 Wages-Overtime	4,127	0	4,127	2,714.51	.00	1,412.49	65.8%
12801 511240 Wages-Temporary	0	0	0	17,519.86	.00	-17,519.86	.0%
12801 511330 Wages-Longevity Pay	1,133	0	1,133	939.20	.00	193.80	82.9%
12801 512141 Social Security	35,749	0	35,749	34,341.51	.00	1,407.49	96.1%
12801 512142 Retirement (Employer)	26,300	0	26,300	22,983.75	.00	3,316.25	87.4%
12801 512144 Health Insurance	75,043	0	75,043	61,402.44	.00	13,640.56	81.8%
12801 512145 Life Insurance	74	0	74	82.81	.00	-8.81	111.9%
12801 512146 Workers Compensation	0	0	0	2,290.01	.00	-2,290.01	.0%
12801 512148 Unemployment Compensation	10,088	0	10,088	5,095.00	.00	4,993.00	50.5%
12801 512150 FSA Contribution	10,800	0	10,800	.00	.00	10,800.00	.0%
12801 512151 HSA Contribution	0	0	0	17,249.88	.00	-17,249.88	.0%
12801 512173 Dental Insurance	5,620	0	5,620	4,778.20	.00	841.80	85.0%
12801 521219 Other Professional Serv	7,500	0	7,500	15,071.20	.00	-7,571.20	200.9%
12801 529299 Purchase Care & Services	4,000	0	4,000	.00	.00	4,000.00	.0%
12801 531001 Credit Card Fees	0	0	0	1.04	.00	-1.04	.0%
12801 531100 Permits Purchased	583	0	583	583.00	.00	.00	100.0%
12801 531298 United Parcel Service	0	0	0	3.82	.00	-3.82	.0%
12801 531303 Computer Equipmt & Software	0	0	0	1,695.65	.00	-1,695.65	.0%
12801 531304 Noncapital Auto	0	0	0	244.00	.00	-244.00	.0%
12801 531311 Postage & Box Rent	400	0	400	266.78	.00	133.22	66.7%
12801 531312 Office Supplies	2,000	0	2,000	1,969.67	.00	30.33	98.5%
12801 531313 Printing & Duplicating	1,200	0	1,200	896.31	.00	303.69	74.7%
12801 531314 Small Items Of Equipment	6,371	0	6,371	5,363.21	.00	1,007.79	84.2%
12801 531320 Safety Supplies	1,400	0	1,400	823.07	.00	576.93	58.8%
12801 531324 Membership Dues	500	0	500	440.00	.00	60.00	88.0%
12801 531326 Advertising	1,800	0	1,800	1,374.52	.00	425.48	76.4%

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ACCOUNTS FOR:			ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
100 General Fund			APPROP	ADJSTMTS	BUDGET	ACTUALS	ENCUMBRANCES	BUDGET	USED
12801	531346	Clothing & Uniform	900	0	900	773.00	.00	127.00	85.9%
12801	531348	Educational Supplies	100	0	100	.00	.00	100.00	.0%
12801	531349	Other Operating Expenses	0	0	0	543.53	.00	-543.53	.0%
12801	531351	Gas/Diesel	20,000	668	20,668	14,246.99	.02	6,420.99	68.9%
12801	532325	Registration	2,800	0	2,800	886.41	.00	1,913.59	31.7%
12801	532332	Mileage	2,000	0	2,000	1,934.18	.00	65.82	96.7%
12801	532335	Meals	200	0	200	30.00	.00	170.00	15.0%
12801	532336	Lodging	900	0	900	312.50	.00	587.50	34.7%
12801	532339	Other Travel & Tolls	30	0	30	14.00	.00	16.00	46.7%
12801	533221	Water	75	0	75	82.01	.00	-7.01	109.3%
12801	533222	Electric	2,500	0	2,500	2,423.60	.00	76.40	96.9%
12801	533225	Telephone & Fax	595	0	595	497.55	.00	97.45	83.6%
12801	533236	Wireless Internet	300	0	300	208.24	.00	91.76	69.4%
12801	535232	Graveling	1,500	0	1,500	944.61	.00	555.39	63.0%
12801	535242	Maintain Machinery & Equip	10,500	0	10,500	13,633.11	.00	-3,133.11	129.8%
12801	535245	Grounds Improvements	27,300	3,131	30,431	17,193.72	.00	13,237.28	56.5%
12801	535247	Building Repair & Maint	3,000	0	3,000	1,857.54	.00	1,142.46	61.9%
12801	535297	Refuse Collection	2,500	0	2,500	2,047.68	.00	452.32	81.9%
12801	535344	Household & Janitorial Supp	4,000	0	4,000	4,590.24	.00	-590.24	114.8%
12801	535349	Other Supplies	11,500	0	11,500	9,675.11	.00	1,824.89	84.1%
12801	535352	Vehicle Parts & Repairs	5,000	0	5,000	4,114.03	.00	885.97	82.3%
12801	535360	Repair & Maintenance	0	0	0	359.56	.00	-359.56	.0%
12801	536533	Equipment Rent & Lease	4,000	0	4,000	4,371.02	.00	-371.02	109.3%
12801	571004	IP Telephony Allocation	283	0	283	259.38	.00	23.62	91.7%
12801	571005	Duplicating Allocation	1,154	0	1,154	1,057.87	.00	96.13	91.7%
12801	571009	MIS PC Group Allocation	5,681	0	5,681	5,207.62	.00	473.38	91.7%
12801	571010	MIS Systems Grp Alloc(ISIS)	7,128	0	7,128	6,534.00	.00	594.00	91.7%
12801	591519	Other Insurance	10,012	0	10,012	8,867.85	.00	1,144.15	88.6%
12801	594810	Capital Equipment	35,500	0	35,500	35,679.67	.00	-179.67	100.5%
12801	594811	Capital Automobiles	50,000	0	50,000	49,717.00	.00	283.00	99.4%
12801	594820	Capital Other	0	5,000	5,000	.00	.00	5,000.00	.0%
12801	594821	Capital Improvement Land	32,500	8,800	41,300	239.95	20,000.00	21,060.05	49.0%
12801	594829	Capital Improvement Other	0	15,790	15,790	.00	.00	15,789.70	.0%
12801	699999	Budgetary Fund Balance	0	-29,590	-29,590	.00	.00	-29,589.70	.0%
TOTAL Parks Department			100,000	668	100,668	18,963.99	20,000.02	61,703.99	38.7%

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ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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12802 Carol Liddle Fund

12802 481099 Capital Interest & Dividends	0	0	0	-1,778.00	.00	1,778.00	.0%
12802 594960 Capital Reserve	82,661	1,569	84,230	.00	.00	84,230.45	.0%
12802 699800 Resv Applied Capital	-82,661	-1,569	-84,230	.00	.00	-84,230.45	.0%
TOTAL Carol Liddle Fund	0	0	0	-1,778.00	.00	1,778.00	.0%

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ACCOUNTS FOR:
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ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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12803 Carlin Weld Park Trust

12803 421001 State Aid	0	-2,861	-2,861	.00	.00	-2,861.00	.0%
12803 485200 Donations Restricted	-19,700	0	-19,700	.00	.00	-19,700.00	.0%
12803 535245 Grounds Improvements	19,700	0	19,700	10,000.00	3,645.00	6,055.00	69.3%
12803 594829 Capital Improvement Other	10,000	0	10,000	.00	.00	10,000.00	.0%
12803 594950 Operating Reserve	7,069	4,802	11,871	.00	.00	11,870.99	.0%
12803 699700 Resv Applied Operating	-17,069	-1,941	-19,010	.00	.00	-19,009.99	.0%
TOTAL Carlin Weld Park Trust	0	0	0	10,000.00	3,645.00	-13,645.00	.0%

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ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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12804 Korth Park Development

12804 485200 Donations Restricted	-337,500	0	-337,500	.00	.00	-337,500.00	.0%
12804 594808 Capital Land	450,000	0	450,000	.00	.00	450,000.00	.0%
12804 594821 Capital Improvement Land	0	0	0	-1,484.15	.00	1,484.15	.0%
TOTAL Korth Park Development	112,500	0	112,500	-1,484.15	.00	113,984.15	-1.3%

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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12805 Carnes Park Development							
12805 482002 Rent Of County Property	-23,560	0	-23,560	-23,560.00	.00	.00	100.0%
12805 485200 Donations Restricted	0	0	0	-4,578.26	.00	4,578.26	.0%
12805 521219 Other Professional Serv	0	0	0	1,615.00	.00	-1,615.00	.0%
12805 531302 Building & Maint Equipment	0	0	0	5.56	.00	-5.56	.0%
12805 531326 Advertising	0	0	0	300.00	.00	-300.00	.0%
12805 535349 Other Supplies	0	0	0	140.05	.00	-140.05	.0%
12805 536533 Equipment Rent & Lease	0	0	0	810.00	.00	-810.00	.0%
12805 594820 Capital Other	22,000	0	22,000	.00	.00	22,000.00	.0%
12805 594950 Operating Reserve	161,471	28,033	189,504	.00	.00	189,504.26	.0%
12805 699700 Resv Applied Operating	-159,911	0	-159,911	.00	.00	-159,911.00	.0%
12805 699992 Balance Forward Prior Year	0	-28,033	-28,033	.00	.00	-28,033.26	.0%
TOTAL Carnes Park Development	0	0	0	-25,267.65	.00	25,267.65	.0%

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12806 Parks Building							
12806 411100 General Property Taxes	-14,886	0	-14,886	-14,886.00	.00	.00	100.0%
12806 531302 Building & Maint Equipment	1,000	0	1,000	300.70	.00	699.30	30.1%
12806 531320 Safety Supplies	0	0	0	109.10	.00	-109.10	.0%
12806 531351 Gas/Diesel	0	-668	-668	5,258.40	668.08	-6,594.48	887.2%
12806 533221 Water	1,200	0	1,200	993.41	.00	206.59	82.8%
12806 533222 Electric	5,500	0	5,500	4,860.48	.00	639.52	88.4%
12806 533223 Sewer	1,200	0	1,200	1,084.22	.00	115.78	90.4%
12806 533224 Natural Gas	1,000	0	1,000	467.67	.00	532.33	46.8%
12806 533225 Telephone & Fax	600	0	600	838.49	.00	-238.49	139.7%
12806 533235 Storm Water Utility	775	0	775	684.20	.00	90.80	88.3%
12806 533236 Wireless Internet	400	0	400	402.08	.00	-2.08	100.5%
12806 535242 Maintain Machinery & Equip	1,500	0	1,500	885.25	.00	614.75	59.0%
12806 535246 Building Service & Maint	0	0	0	2,875.23	.00	-2,875.23	.0%
12806 535349 Other Supplies	100	0	100	1,025.12	.00	-925.12	%
12806 591519 Other Insurance	1,611	0	1,611	1,667.79	.00	-56.79	103.5%
TOTAL Parks Building	0	-668	-668	6,566.14	668.08	-7,902.22	%

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12807 Garman Nature Preserve

12807 485200 Donations Restricted	-60,000	0	-60,000	-100,200.00	.00	40,200.00	167.0%
12807 521219 Other Professional Serv	0	0	0	38,705.83	20,000.00	-58,705.83	.0%
12807 535245 Grounds Improvements	0	0	0	11.58	.00	-11.58	.0%
12807 594820 Capital Other	15,000	24,999	39,999	.00	.00	39,999.00	.0%
12807 594950 Operating Reserve	46,872	-14,174	32,698	.00	.00	32,697.73	.0%
12807 699700 Resv Applied Operating	0	82	82	.00	.00	82.03	.0%
12807 699992 Balance Forward Prior Year	-1,872	-10,907	-12,779	.00	.00	-12,778.76	.0%
TOTAL Garman Nature Preserve	0	0	0	-61,482.59	20,000.00	41,482.59	.0%

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ACCOUNTS FOR:
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ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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12808 Glacial Heritage Development

12808 531313 Printing & Duplicating	1,500	0	1,500	.00	.00	1,500.00	.0%
12808 594950 Operating Reserve	16,945	0	16,945	.00	.00	16,945.00	.0%
12808 699700 Resv Applied Operating	-18,445	0	-18,445	.00	.00	-18,445.00	.0%
TOTAL Glacial Heritage Development	0	0	0	.00	.00	.00	.0%

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ACCOUNTS FOR:
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ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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12809 Snowmobile Trails

12809 421001 State Aid	-57,210	0	-57,210	-18,946.67	.00	-38,263.33	33.1%
12809 535245 Grounds Improvements	57,210	0	57,210	46,508.66	.00	10,701.34	81.3%
TOTAL Snowmobile Trails	0	0	0	27,561.99	.00	-27,561.99	.0%

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ACCOUNTS FOR:
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ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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12810 Bike Trails

12810 421099 Capital State Aid	-1,102,840	0	-1,102,840	.00	.00	-1,102,840.00	.0%
12810 485200 Donations Restricted	0	0	0	-2,308.15	.00	2,308.15	.0%
12810 485200 28101 Donations Restricted	0	0	0	-15,873.75	.00	15,873.75	.0%
12810 521219 Other Professional Serv	0	0	0	2,425.00	.00	-2,425.00	.0%
12810 521219 28101 Other Professional Serv	0	0	0	2,405.00	.00	-2,405.00	.0%
12810 531313 Printing & Duplicating	0	0	0	1,006.68	.00	-1,006.68	.0%
12810 531326 Advertising	0	0	0	43.75	.00	-43.75	.0%
12810 535245 Grounds Improvements	25,000	0	25,000	6,292.27	.00	18,707.73	25.2%
12810 535245 28101 Grounds Improvements	0	0	0	4,555.85	.00	-4,555.85	.0%
12810 535245 28102 Grounds Improvements	0	0	0	2,647.53	.00	-2,647.53	.0%
12810 535349 Other Supplies	0	0	0	79.99	.00	-79.99	.0%
12810 536533 Equipment Rent & Lease	0	0	0	110.00	.00	-110.00	.0%
12810 536533 28102 Equipment Rent & Lease	0	0	0	700.00	.00	-700.00	.0%
12810 594821 28101 Capital Improvement Lan	0	0	0	40,841.57	75,883.00	-116,724.57	.0%
12810 594821 28102 Capital Improvement Lan	0	0	0	251.98	.00	-251.98	.0%
12810 594829 Capital Improvement Other	1,378,550	-20,832	1,357,718	.00	.00	1,357,717.70	.0%
12810 594950 Operating Reserve	94,408	-94,408	0	.00	.00	.00	.0%
12810 699700 Resv Applied Operating	-119,408	115,240	-4,168	.00	.00	-4,167.70	.0%
TOTAL Bike Trails	275,710	0	275,710	43,177.72	75,883.00	156,649.28	43.2%

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ACCOUNTS FOR:
100 General Fund

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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12811 Dog Park							
12811 451038 Daily Permit Fees	-5,000	0	-5,000	-7,024.43	.00	2,024.43	140.5%
12811 451039 Annual Permit Fees	-30,000	0	-30,000	-34,679.71	.00	4,679.71	115.6%
12811 451308 Postage Fees	0	0	0	-22.50	.00	22.50	.0%
12811 485200 Donations Restricted	0	0	0	-9,302.27	.00	9,302.27	.0%
12811 511210 Wages-Regular	21,648	0	21,648	19,399.54	.00	2,248.46	89.6%
12811 512141 Social Security	1,656	0	1,656	1,450.79	.00	205.21	87.6%
12811 512142 Retirement (Employer)	1,418	0	1,418	1,270.92	.00	147.08	89.6%
12811 512144 Health Insurance	3,737	0	3,737	1,726.10	.00	2,010.90	46.2%
12811 512145 Life Insurance	11	0	11	18.45	.00	-7.45	167.7%
12811 512148 Unemployment Compensation	0	0	0	2,430.00	.00	-2,430.00	.0%
12811 512150 FSA Contribution	500	0	500	.00	.00	500.00	.0%
12811 512151 HSA Contribution	0	0	0	418.97	.00	-418.97	.0%
12811 512173 Dental Insurance	270	0	270	117.37	.00	152.63	43.5%
12811 521219 Other Professional Serv	0	0	0	334.50	.00	-334.50	.0%
12811 531311 Postage & Box Rent	1,000	0	1,000	375.95	.00	624.05	37.6%
12811 531313 Printing & Duplicating	500	0	500	1,601.57	.00	-1,101.57	320.3%
12811 531314 Small Items Of Equipment	250	0	250	445.80	.00	-195.80	178.3%
12811 533236 Wireless Internet	480	0	480	208.24	.00	271.76	43.4%
12811 535245 Grounds Improvements	1,500	0	1,500	1,745.48	.00	-245.48	116.4%
12811 535297 Refuse Collection	720	0	720	661.65	.00	58.35	91.9%
12811 535344 Household & Janitorial Supp	0	0	0	1,893.20	.00	-1,893.20	.0%
12811 535349 Other Supplies	4,000	0	4,000	1,218.67	.00	2,781.33	30.5%
12811 571005 Duplicating Allocation	11	0	11	10.12	.00	.88	92.0%
12811 571010 MIS Systems Grp Alloc(ISIS)	362	0	362	331.87	.00	30.13	91.7%
12811 591519 Other Insurance	297	0	297	361.91	.00	-64.91	121.9%
12811 594821 Capital Improvement Land	66,500	0	66,500	17,739.50	1,894.55	46,865.95	29.5%
12811 594950 Operating Reserve	38,400	4,759	43,159	.00	.00	43,159.33	.0%
12811 699992 Balance Forward Prior Year	-108,260	-4,759	-113,019	.00	.00	-113,019.33	.0%
TOTAL Dog Park	0	0	0	2,731.69	1,894.55	-4,626.24	.0%

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ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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12812 Grounds Keeping							
12812 474119 Courthouse Interdepart Billed	-12,607	0	-12,607	-15,350.27	.00	2,743.27	121.8%
12812 474150 Human Services Billed	-16,972	0	-16,972	-14,644.98	.00	-2,327.02	86.3%
12812 474169 Fair Billed	-26,951	0	-26,951	-31,390.90	.00	4,439.90	116.5%
12812 474170 Land Conservation Billed	-785	0	-785	-1,306.49	.00	521.49	166.4%
12812 474175 Highway Billed	-10,442	0	-10,442	-13,620.61	.00	3,178.61	130.4%
12812 511110 Salary-Permanent Regular	3,659	0	3,659	3,592.90	.00	66.10	98.2%
12812 511210 Wages-Regular	31,888	0	31,888	22,153.61	.00	9,734.39	69.5%
12812 511220 Wages-Overtime	0	0	0	970.26	.00	-970.26	.0%
12812 511240 Wages-Temporary	0	0	0	2,968.51	.00	-2,968.51	.0%
12812 511330 Wages-Longevity Pay	0	0	0	24.40	.00	-24.40	.0%
12812 512141 Social Security	2,719	0	2,719	2,266.93	.00	452.07	83.4%
12812 512142 Retirement (Employer)	1,830	0	1,830	1,246.09	.00	583.91	68.1%
12812 512144 Health Insurance	4,335	0	4,335	3,869.02	.00	465.98	89.3%
12812 512145 Life Insurance	1	0	1	4.74	.00	-3.74	474.0%
12812 512146 Workers Compensation	0	0	0	19,497.63	.00	-19,497.63	.0%
12812 512148 Unemployment Compensation	3,000	0	3,000	3,330.00	.00	-330.00	111.0%
12812 512150 FSA Contribution	700	0	700	.00	.00	700.00	.0%
12812 512151 HSA Contribution	0	0	0	669.07	.00	-669.07	.0%
12812 512173 Dental Insurance	356	0	356	252.20	.00	103.80	70.8%
12812 521219 Other Professional Serv	500	0	500	1,043.30	.00	-543.30	208.7%
12812 531314 Small Items Of Equipment	400	0	400	901.79	.00	-501.79	225.4%
12812 531320 Safety Supplies	600	0	600	.00	.00	600.00	.0%
12812 531326 Advertising	0	0	0	237.90	.00	-237.90	.0%
12812 531351 Gas/Diesel	4,850	0	4,850	4,429.62	.00	420.38	91.3%
12812 535232 Graveling	0	0	0	62.14	.00	-62.14	.0%
12812 535242 Maintain Machinery & Equip	1,000	0	1,000	3,116.65	.00	-2,116.65	311.7%
12812 535245 Grounds Improvements	5,000	0	5,000	2,478.30	.00	2,521.70	49.6%
12812 535349 Other Supplies	3,500	0	3,500	3,455.43	.00	44.57	98.7%
12812 535352 Vehicle Parts & Repairs	1,200	0	1,200	140.67	.00	1,059.33	11.7%
12812 536533 Equipment Rent & Lease	300	0	300	.00	.00	300.00	.0%
12812 571010 MIS Systems Grp Alloc(ISIS)	557	0	557	510.62	.00	46.38	91.7%
12812 591519 Other Insurance	1,362	0	1,362	1,181.62	.00	180.38	86.8%
12812 594810 Capital Equipment	0	24,000	24,000	.00	.00	24,000.00	.0%
TOTAL Grounds Keeping	0	24,000	24,000	2,090.15	.00	21,909.85	8.7%
TOTAL General Fund	488,210	24,000	512,210	21,079.29	122,090.65	369,040.06	28.0%
TOTAL REVENUES	-3,014,687	32,531	-2,982,156	-1,109,431.05	.00	-1,872,725.11	
TOTAL EXPENSES	3,502,897	-8,531	3,494,366	1,130,510.34	122,090.65	2,241,765.17	

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 FLEXIBLE PERIOD REPORT

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FROM 2019 01 TO 2019 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	488,210	24,000	512,210	21,079.29	122,090.65	369,040.06	28.0%

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REPORT OPTIONS

	Field #	Total	Page Break
Sequence 1	1	Y	Y
Sequence 2	9	Y	Y
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:

FLEXIBLE PERIOD REPORT

Includes accounts exceeding 0% of budget.
 Print Full or Short description: F
 Print full GL account: N
 Sort by full GL account: N
 Print Revenues-Version headings: N
 Print revenue as credit: Y
 Print revenue budgets as zero: N

From Yr/Per: 2019/ 1
 To Yr/Per: 2019/12
 Budget Year: 2019
 Print totals only: N
 Format type: 1
 Double space: N
 Suppress zero bal accts: Y
 Amounts/totals exceed 999 million dollars: N
 Roll projects to object: N
 Print journal detail: N
 From Yr/Per: 2019/ 1
 To Yr/Per: 2019/12
 Include budget entries: Y
 Incl encumb/liq entries: Y
 Sort by JE # or PO #: J
 Detail format option: 1
 Multiyear view: D